

Board Agenda

Regular Meeting

Thursday, June 23, 2022

Camrosa Board Room

5:00 P.M.

TO BE HELD IN PERSON

The Board of Directors meeting will be held in person.

There will be no virtual access.

The public and guests are welcome to attend at the District office:

7385 Santa Rosa Road

Camarillo, CA 93012

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 Primary 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 June 9, 2022**
2. ****Approve Vendor Payments**

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$2,275,269.63.

Primary Agenda

3. Development During Drought

Objective: Establish a policy regarding development during the drought.

Action Required: Provide direction for staff regarding the assistance of developers in the District Service Area, up to and including the issuance of Water Will Serve Letters.

4. **Ordinance 40-22

Objective: Update Ordinance 40.

Action Required: Adopt Ordinance 40-22.

5. **Stage Two Water Supply Shortage

Objective: Incorporate the latest regulations into a Stage Two Water Supply Shortage declaration.

Action Required: Adopt Resolution 2022-08, Declaring a Stage Two Water Supply Shortage.

6. **Fiscal Year 2022-2023 Operating and Capital Budget

Objective: Adopt the Fiscal Year 2022-2023 Operating and Capital Budget.

Action Required: Adopt a Resolution of the Board Adopting the Operating and Capital Budget for Fiscal Year 2022-2023.

7. **Ventura Regional Sanitation District Sewer Maintenance

Objective: Maintain the District's sewer system.

Action Required: Authorize the General Manager to enter into a five-year agreement with Ventura Regional Sanitation District (VRSD) and issue a purchase order in an amount not to exceed \$250,000.00 for Fiscal Year (FY) 2022-23 sewer maintenance and cleaning services.

8. **Consolidation of the District's General Election

Objective: Consolidate the District's General Election with elections of other agencies in the same territory and set parameters regarding length and liability for costs of candidate statements.

Action Required: Adopt a resolution Requesting Consolidation of the General District Election, Scheduled for November 8, 2022, with Other Elections Called to be Held on the Same Day and in the Same Territory.

9. **Board Meeting and Agenda Management

Objective: Subscribe to a Board meeting/agenda management platform.

Action Required: Authorize the General Manager to enter into a three-year agreement with Granicus, in the amount of \$13,524.23, to subscribe to their meeting and agenda management platform.

CLOSED SESSION: The Board may enter into a closed session to confidentially discuss litigation matters as authorized by Government Code 54956.9(d)(4).

10. Closed Session Conference with Legal Counsel – Pending Litigation

Objective: Confer with and receive advice from counsel regarding pending litigation pursuant to Government Code 54956.9(d)(4).

Action Required: No action necessary; for information only.

Comments by General Manager; Comments by Directors; Adjournment

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. The full agenda packet is available for review on our website at: www.camrosa.com/board-agendas/

June 23, 2022

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Thursday, June 9, 2022

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
Al E. Fox, Director
Jeffrey C. Brown, Director

Absent: Timothy H. Hoag, Director

Staff: Tony Stafford, General Manager
Ian Prichard, Assistant General Manager
Tamara Sexton, Finance Manager
Kevin Wahl, Superintendent
Greg Jones, Legal Counsel

Guest: none

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of May 26, 2022

The Board approved the Minutes of the Regular Meeting of May 26, 2022.

Motion: Brown **Second:** Foreman

Yes: Fox-Brown-Foreman-West

Absent: Hoag

2. Approve Minutes of the Special Meeting of May 23, 2022

The Board approved the Minutes of the Special Meeting of May 23, 2022.

Motion: Brown **Second:** Foreman

Yes: Fox-Brown-Foreman-West

Absent: Hoag

3. Approve Minutes of the Special Meeting of May 26, 2022

The Board approved the Minutes of the Special Meeting of May 26, 2022.

Motion: Brown **Second:** Foreman

Yes: Fox-Brown-Foreman-West

Absent: Hoag

4. Approve Minutes of the Special Meeting of June 1, 2022

The Board approved the Minutes of the Special Meeting of June 1, 2022.

Motion: Brown **Second:** Foreman

Yes: Fox-Brown-Foreman-West

Absent: Hoag

5. Approve Vendor Payments

A summary of accounts payable in the amount of \$313,766.01 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$313,766.01.

Motion: Brown **Second:** Foreman

Yes: Fox-Brown-Foreman-West

Absent: Hoag

Primary Agenda

6. Draft Fiscal Year 2022-23 District Operating Budget

The Board received a briefing of the proposed Draft Fiscal Year (FY) 2022-23 Operating Budget and provided feedback on the draft document.

No action necessary; for information only.

7. Drought Update

Staff briefed the Board on the latest regulations from the state and imported water suppliers.

No action necessary; for information only.

Comments by General Manager

- Mr. Stafford informed the Board that staff would be setting up a nonpotable filling station for customers to fill up water containers with nonpotable water for use on their landscapes during the drought. The station will be located at the Rosita Pump Station on Gerry Road at Rosita Road in the Santa Rosa Valley. It will be open 8:00 A.M. – 12:00 P.M. on Saturday, June 18. The plan is to operate it at those hours on Saturdays until demand requires additional time.

Comments by Directors

- Director Fox informed the Board that the California Special Districts Association is restarting in-person educational programs. He also requested that staff look into providing rebates for residential hot water circulators.
- President West commended the Board and staff who participated in the Strategic Plan workshops, citing their efficiency and productivity.

CLOSED SESSION: The Board entered into a closed session at 7:09 P.M. to confidentially discuss litigation matters as authorized by Government Codes 54956.9(d)(4) and 54957, respectively.

8. Closed Session Conference with Legal Counsel – Pending Litigation

The Board conferred with and received advice from counsel regarding pending litigation pursuant to Government Code 54956.9(d)(4).

No action was taken in closed session.

9. Closed Session Conference with Legal Counsel – Personnel Matters

CANCELLED

The Board returned to open session at 7:17 P.M. with nothing to report.

Adjournment

There being no further business, the meeting was adjourned at 7:17 P.M.

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

_____ (ATTEST)
Eugene F. West, President
Board of Directors
Camrosa Water District

Board Memorandum

June 23, 2022

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 \$2,275,269.63.

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

Payroll PR 6-1	\$ 44,419.95
Accounts Payable 06/02/2022-06/15/2022	<u>\$ 2,230,849.68</u>
Total Disbursements	<u>\$ 2,275,269.63</u>

DISBURSEMENT APPROVAL

_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE

Tony L. Stafford, General Manager

Month of : May-22

CAL-Card Monthly Summary						
Date	Statement	Vendor	Purchase	Item		Staff
Purchased	Date	Name	Total	Description		
05/03/22	05/23/22	Home Depot	\$1,743.63	Shelfing for Storge Containers		KW
05/12/22	05/24/22	Thomas Scientific	\$176.76	lab supplies		GM
04/26/22	05/24/22	Thomas Scientific	\$251.38	IC Standards		GM
05/11/22	05/24/22	Carolina Biological	\$282.08	Lab Supplies		GM
05/06/22	05/24/22	Troemner	\$21.70	Ship standard weights		GM
05/06/22	05/24/22	Troemner	\$192.30	Calibration Services for standard weights		GM
04/28/22	05/24/22	Vons	\$2.09	Distilled Water for the Lab		GM
04/28/22	05/24/22	The UPS Store	\$58.23	Shipped Thermometers		GM
04/28/22	05/24/22	Home Depot	-\$42.87	credit , returned compressor		GM
04/27/22	05/24/22	Valvoline	\$58.23	Oil Change for Truck 32		GM
04/26/22	05/24/22	Home Depot	\$42.87	Compressor for the office RO system		GM
05/20/22	05/22/22	Amazon	\$21.42	board room videoconference equipment		IP
05/17/22	05/22/22	Amazon	\$31.59	board room videoconference equipment		IP
05/17/22	05/22/22	Amazon	\$75.06	board room videoconference equipment		IP
05/16/22	05/22/22	Best Buy	\$107.24	board room videoconference equipment (combined receipt of \$185.51)		IP
05/13/22	05/22/22	Best Buy	\$64.34	board room videoconference equipment (combined receipt of \$185.51)		IP
05/13/22	05/22/22	Best Buy	\$13.93	board room videoconference equipment (combined receipt of \$185.51)		IP
05/13/22	05/22/22	Best Buy	-\$64.34	videoconference equipment REFUND (return)		IP
05/05/22	05/22/22	Hyatt Regency SAC	\$560.30	ACWA conference		IP
05/06/22	05/22/22	Uber	\$87.37	ACWA conference		IP
05/06/22	05/22/22	Uber	\$26.33	ACWA conference		IP
05/04/22	05/22/22	Southwest	\$27.99	ACWA conference		IP
05/03/22	05/22/22	Grace	\$6.00	ACWA conference		IP
04/30/22	05/22/22	Thinking2	\$80.00	web site hosting		IP
05/03/22	05/22/22	Uber	\$39.94	ACWA conference		IP
05/02/22	05/22/22	Zoom	\$89.94	teleconferencing for Board & staff meetings		IP
04/28/22	05/23/22	Smart and Final	\$120.63	Kitchen Supplies		CP
04/22/22	05/23/22	Central Communications	\$616.63	After-Hours Call Center		JZ
05/18/22	05/23/22	CWEA	\$192.00	Membership renewal		BB
05/11/22	05/23/22	Quinn Co	\$260.70	Battery for the Ford Backhoe		BB
04/27/22	05/23/22	Amazon	\$51.44	USB cables, A-male to Mini-B		BB
05/16/22	05/23/22	CSMFO	\$15.00	Chapter Meeting-Virtual Attendance		SLL
05/18/22	05/23/22	Thompson building material	\$237.61	Cold patch & hand tools		CC
05/19/22	05/23/22	Home Depot	\$87.27	Water plug for cwrif		CC
05/07/22	05/23/22	Amazon	\$196.26	Batteries for Tools		BR
05/06/22	05/23/22	Amazon	\$12.77	Air Freshener for RMWTP		BR
05/04/22	05/23/22	Amazon	\$27.43	Headphones for Computer		BR
05/04/22	05/23/22	Amazon	\$106.40	Repair parts - Electrical		BR
04/25/22	05/23/22	AutoZone	\$187.36	Battery for Stake Bed Truck		BR
04/24/22	05/23/22	Amazon	\$48.90	Hand tools for truck 36		BR
04/24/22	05/23/22	Amazon	\$62.06	Hand tools for truck 36		BR
05/05/22	05/22/22	Hyatt	\$610.02	Lodging - ACWA Conference		TS
05/05/22	05/22/22	Bob Hope Airport	\$108.00	Airport Parking - ACWA Conference		TS
05/05/22	05/22/22	Starbucks	\$3.75	breakfast - ACWA		TS
05/05/22	05/22/22	Urban Crave	\$26.91	lunch - ACWA Conference		TS
05/05/22	05/22/22	Yellow Cab	\$42.00	taxi - ACWA Conference		TS
05/04/22	05/02/22	Starbucks	\$3.75	breakfast - ACWA		TS
05/04/22	05/22/22	Hyatt	\$7.16	Soda - ACWA		TS
05/04/22	05/22/22	Mayahuel	\$80.51	Dinner - ACWA		TS
05/04/22	05/22/22	CarWashClub	\$56.99	monthly vehicle wash		TS
05/03/22	05/22/22	Starbucks	\$3.75	breakfast - ACWA		TS
05/03/22	05/22/22	Mayahuel	\$72.11	Dinner w/Eugene West		TS
05/02/22	05/22/22	Mayahuel	\$86.55	Dinner - ACWA		TS
05/02/22	05/22/22	National Express	\$45.00	taxi - ACWA Conference		TS
05/01/22	05/22/22	Shell	\$85.00	fuel		TS
04/29/22	05/22/22	Costco	\$17.46	safety masks		TS
04/26/22	05/23/22	Spectrum Internet	\$1,249.00	Spectrum Internet		JW
05/03/22	05/23/22	Google.com	\$132.00	google corporate email domain - camrosawaterdistrict.org monthly charges - currently 11 seats		JW
05/10/22	05/23/22	Carrera Business Solutions	\$2,089.00	Acronis Cyber Backup - Qty 1 Universal License for KamBravo1 Backup Server		JW
05/11/22	05/23/22	Calfire.com	\$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)		JW
05/19/22	05/23/22	Spectrum Cable	\$86.56	Spectrum Cable		JW
05/06/22	05/23/22	Valvoline instant oil change	\$61.02	vehicle35 service		KK
04/26/22	05/23/22	AWA	\$33.00	AWA/CCWUC Zoom training (TC)		DA
05/03/22	05/23/22	Fed Ex	\$21.43	Printing		DA
05/21/22	05/23/22	Xpress Lube	\$88.35	Pool Car Service		DA
05/18/22	05/23/22	CWEA	\$192.00	Membership		CS
05/10/22	05/23/22	Amazon	\$351.38	VFD Heat Sink Fans		CS
05/01/22	05/23/22	Amazon	\$143.96	Coffee For OPS & Main Office		CS
04/22/22	05/23/22	Batteries Plus	\$67.87	Flow Meter Battery for Mike		CS
04/22/22	05/23/22	Keenan Plumbing Supply	\$36.09	Main Office Drinking Fountain P Trap		CS
			\$12,075.59			

Camrosa Water District

Accounts Payable Period:

06/02/2022-06/15/2022

Expense	Account Description	Amount
11100	Accounts Rec-Other	
15773	Deferred Outflows-UAL Prep.	
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
13000	Land	
13400	Construction in Progress	947315.56
20053	Current LTD Bond 2016	
20052	Current LTD Bond 2012	
20400	Contractor's Retention	-18101.45
20250	Non-Potable Water Purchases	
23001	Refunds Payable	16097.35
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	779788.24
50020	Pumping Power	151325.23
50100	Federal Tax 941 1 st QTR	
50140	Unemployment	
50153	Social Security Tax	
50200	Utilities	3589.30
50210	Communications	3086.71
50220	Outside Contracts	32286.03
50230	Professional Services	
50240	Pipeline Repairs	30048.15
50250	Small Tool & Equipment	1783.90
50260	Materials & Supplies	31831.07
50270	Repair Parts & Equip Maint	47410.26
50280	Legal Services	2633.99
50290	Dues & Subscriptions	4179.00
50300	Conference & Travel	2360.38
50310	Safety & Training	1008.97
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	686.85
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	193520.14
TOTAL		\$2,230,849.68

Camrosa Water District, CA

Expense Approval Report

By Vendor Name

Payable Dates 6/2/2022 - 6/15/2022 Post Dates 6/2/2022 - 6/15/2022

Payment Numb	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order	Amount
57	06/14/2022	INTERA INCORPORATED	04-22-29	Santa Rosa GSP	Prof services	FY22-0136	38200
TOTAL VENDOR PAYMENTS-GSA							\$ 38,200.00
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3334	06/09/2022	DEPOSIT ONLY-CAMROSA WTR	6-9-22-AP	Transfer to Disbursements Account	Transfer to disbursements-hold		1595000
3335	06/09/2022	DEPOSIT ONLY-CAMROSA WTR	6-9-22-AP2	Transfer to Disbursements Account-PR	Transfer to disbursements-hold		200000
3336	06/09/2022	DEPOSIT ONLY-CAMROSA WTR	6-9-22-PR	Transfer to Disbursements Account	Transfer to disbursements-hold		167500
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							1962500
58057	06/10/2022	ACLARA TECHNOLOGIES	22102233	MTUs	Repair Parts & Equipment Main FY22-0140		43543.5
58058	06/15/2022	AG RX INC.	99765	Weed abatement	Outsd contracts	FY22-0351	4502.81
58059	06/08/2022	ALEXANDER EKIMOV	00005779	Deposit Refund Act 5779 - 10401 Presilla Rd	Refunds payable		54.51
Vendor: ALL11 - ALL PEST AND REPAIR, INC.							
58060	06/14/2022	ALL PEST AND REPAIR, INC.	0025644	Outside Contracts - Pest Control	Outsd contracts		600
58060	06/14/2022	ALL PEST AND REPAIR, INC.	0025681	Outside Contracts - Pest Control	Outsd contracts		420
Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:							1020
58061	06/10/2022	ALLCONNECTED INC	105473	AllConnected - Managed IT/OT Services	Outsd contracts	FY22-0219	7489.54
58062	06/08/2022	ANNABEL MEDINA	00004043	Deposit Refund Act 4043 - 1810 Hillridge Dr	Refunds payable		13.39
58063	06/08/2022	AWA	06-14217	Lunch Symposium-4 Attendees	Conf. & travel		400
58064	06/14/2022	BASELINE ENTERPRISES	19714	Outside Contracts - Fuel Tank Inspection	Outsd contracts		981.75
58065	06/08/2022	BRECKENRIDGE PROPERTY FUND 2016, LLC	00003738	Deposit Refund	Refunds payable		110.08
58066	06/10/2022	BRENNTAG PACIFIC, INC.	BPI247926	Materials & Supplies - Checimals RMWTP	Materials & Supplies-RMWTP		6134.65
58067	06/15/2022	CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION	20-0424	Annual Membership 7-01-22 th 6-30-23	Dues & subscrip		4179
Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT							
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	055922	Water Purchase Potable	Water purchases Potable		642568.66
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	055922	Water Purchase N-P	Water purchases N-P		44403.93
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	055922	Water Purchase	CMWD Fixed Charges		74142
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	2022-00000025	SMP CMWD - SMP Sampling Fee	SMP CWD-RMWTP		1772
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP051022	SMP CMWD - SMP Pipeline Fee	SMP CWD-RMWTP		16178.86
1007	06/10/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP051022	SMP CMWD - SMP Pipeline Fee	SMP CMWD		722.79
Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total:							779788.24
58068	06/10/2022	Cannon Corporation	78993	Design Services Res 4C Tank	Construction in progress	FY21-0190-R1	5586.85
58069	06/15/2022	Central Courier LLC	51223	Courier Services	Outsd contracts		750.84
1008	06/08/2022	CHRISTOPHER PATACSIL	TuitionReimb-Spring2022	Spring 2022 Tuition Reimbursement	Safety & train		609.99
58070	06/14/2022	CINDY SALDIVAR	60821	Notary Svcs-PS2 CWRP Fuel Tank	Construction in progress		30
58071	06/08/2022	COASTAL FRESH FARMS, INC.	00009411	Deposit Refund Act 9411-101241	Refunds payable		14740.98

58072	06/15/2022	CORELOGIC INFORMATION SOLUTIONS, INC	30610338	Ventura Cty Assesors Parcel Info-Online Services	Outsd contracts		154.5
58073	06/08/2022	COUNTY PROPERTY MGMNT	00002702	Deposit Refund Act 2702 - 1624 Old Ranch Rd	Refunds payable		36.92
58074	06/10/2022	CULLIGAN OF VENTURA COUNTY	Jun20-2010478	Water Softener - Penny Well - Cust#2010478	Outsd contracts		72.5
58075	06/08/2022	CUSTOM PRINTING	163387	Window Envelopes	Materials & supplies		553.18
58076	06/08/2022	DANIEL GEENWOOD	00001527	Closed Account Overpayment Refund - 720 Hillcrest	Refunds payable		41.81
58077	06/10/2022	E.J. HARRISON & SONS INC	864	Trash Removal - Acct#5-0080466-9	Outsd contracts		516.94
Vendor: ENH01 - Enhanced Landscape Development, Inc							
58078	06/10/2022	Enhanced Landscape Development, Inc	85288	Landscaping	Outsd contracts		1627
58078	06/10/2022	Enhanced Landscape Development, Inc	85400	Landscaping - Irrigation Repair	Outsd contracts		154.25
Vendor ENH01 - Enhanced Landscape Development, Inc Total:							1781.25
58079	06/08/2022	ESQUIRE PROPERTY MANAGEMENT	00000980-b	Deposit Refund Act 980 - 890 Paseo Tosamar	Refunds payable		44.46
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
58080	06/15/2022	FAMCON PIPE & SUPPLY, INC	S100079424-001	Repair Parts - CSUCI Meter	Repair parts & equipment	FY22-0350	1164.74
58080	06/15/2022	FAMCON PIPE & SUPPLY, INC	S100079987-001	Leak Repair - Parts	Pipeline repairs	FY22-0349	1437.15
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							2601.89
1009	06/14/2022	First Republic Bank	Retention Pymt5	Retention Pymt #5	Contractor's retention		30120.6
58081	06/08/2022	FREDERICK HULEM	00010906	Closed Account Overpayment Refund - 5001 Inglenook	Refunds payable		2.53
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
58082	06/14/2022	FRUIT GROWERS LAB. INC.	208008A	Outside Lab Work for RMWTP	Outside Contracts		40
58082	06/15/2022	FRUIT GROWERS LAB. INC.	208967A	Outside Lab Work	Outsd contracts		30
Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:							70
58083	06/08/2022	GERALD POWELL	00000886	Deposit Refund Act 886 - 884 Paseo Serenata	Refunds payable		6.86
1010	06/08/2022	HealthEquity	u9wdyur	Consumer Driven Plan Admn Fees June 2022	Fees & charges		8.85
Vendor: CUS05 - JAMES C. CUSHMAN, INC.							
58084	06/14/2022	JAMES C. CUSHMAN, INC.	Pymt#5	GAC Construction	Construction in progress	FY22-0179	602412
58084	06/14/2022	JAMES C. CUSHMAN, INC.	Retention-Pymt 5	Retention Payment #5	Contractor's retention		-30120.6
Vendor CUS05 - JAMES C. CUSHMAN, INC. Total:							572291.4
58085	06/10/2022	Janitek Cleaning Solutions-Allstate Cleaning, Inc.	44819A	Cleaning Sevice	Outsd contracts		1772
58086	06/08/2022	JIE CHEN	00004698	Closed Account Overpayment - 5497 Quailridge Dr	Refunds payable		31.37
58087	06/08/2022	KRISTINA KANZAKI	00001156	Closed Account Overpayment Refund - 6149 Paseo Enc	Refunds payable		6.97
58088	06/14/2022	LIFTOFF, LLC	61322	O365 G3 and Defender License - Annual Renewals	Outsd contracts	FY22-0354	9102
58089	06/14/2022	LightGabler	65189	HR Consulting	Legal services		35
58090	06/08/2022	MARY ALBEE	00007554	Refund Credit-Closed Account 4850 Moorpark Rd	Refunds payable		180.45
Vendor: MCR01 - MCR TECHNOLOGIES, INC.							
58091	06/15/2022	MCR TECHNOLOGIES, INC.	40772	Santa Rosa 8 Well Production Meter	Construction in progress	FY22-0259	6391.03
58091	06/15/2022	MCR TECHNOLOGIES, INC.	40773	Conejo Well 2 Production Meter	Construction in progress	FY22-0256	6391.03
58091	06/15/2022	MCR TECHNOLOGIES, INC.	40774	Conejo Well 4 Production Meter	Construction in progress	FY22-0258	6391.03
Vendor MCR01 - MCR TECHNOLOGIES, INC. Total:							19173.09
Vendor: MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC.							
58092	06/14/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	100756	GAC Construction Management	Construction in progress	FY22-0151	22395.26
58092	06/14/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	100758	(SPCC) Plan Preparation	Outsd contracts	FY22-0168	822.46
Vendor MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC. Total:							23217.72
58093	06/08/2022	MITCHELL ZEMAITIS	000022342	Deposit Refund Act 2342 - 6242 Calle Bodega	Refunds payable		1.71
58094	06/14/2022	MNS ENGINEERS, INC.	80486	Penny Well Entrained Air Engineering Services	Construction in progress	FY22-0121	3186.25

Vendor: NOH01 - NOHO CONSTRUCTORS

58095	06/14/2022	NOHO CONSTRUCTORS	Pymt 4-PW21-02	Reservoir 1B communication facility	Construction in progress	FY22-0068	87103
58095	06/14/2022	NOHO CONSTRUCTORS	Retention-Pymt 4-PW21-02	Retention on Payment 4- Project 21-02	Contractor's retention		-4355.15
Vendor NOH01 - NOHO CONSTRUCTORS Total:							82747.85

Vendor: NOR07 - NORTHSTAR CHEMICAL

58096	06/10/2022	NORTHSTAR CHEMICAL	225317	Materials & Supplies - Chemicals RMWTP	Materials & Supplies-RMWTP		2048.44
58096	06/10/2022	NORTHSTAR CHEMICAL	225318	Materials & Supplies - Chemicals Woodcreek	Materials & supplies		2488.33
58096	06/10/2022	NORTHSTAR CHEMICAL	225319	Materials & Supplies - Chemicals Tierra Rejada	Materials & supplies		1034.22
Vendor NOR07 - NORTHSTAR CHEMICAL Total:							5570.99
58097	06/10/2022	OLIN CORP-CHLOR ALKALI	3000115968	Materials & Supplies - Chemicals CWRP	Materials & supplies		7193.93

Vendor: PER02 - PERLITER & INGALSBE

58098	06/14/2022	PERLITER & INGALSBE	18701	Additional Eng. Support Services	Construction in progress	REQ00057-R4	4176.75
Vendor PER02 - PERLITER & INGALSBE Total:							4176.75
58099	06/14/2022	PROVOST & PRITCHARD CONSULTING GROUP	92491	GAC Engineering	Construction in progress	FY20-0326-R2	2700
58100	06/15/2022	QUADIENT LEASING USA, INC.	N9445486	Postal Meter Equipment Rental 7-10-22 th 10-0-22	Materials & supplies		371.45
58101	06/08/2022	RAJASHREE PANDIT	00006687	Deposit Refund Act 6687 - 5339 Villa Mallorca	Refunds payable		7.04

Vendor: ROY03 - ROYAL INDUSTRIAL SOLUTIONS

58102	06/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1021438	Read Rd MCC	Construction in progress		999.38
58102	06/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1021495	Read Rd MCC	Construction in progress		492.48
58102	06/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1021531	Read Rd MCC	Construction in progress		117.65
Vendor ROY03 - ROYAL INDUSTRIAL SOLUTIONS Total:							1609.51
58103	06/08/2022	RUBY CHRISTIAN	00003475	Deposit Refund Act-3475- 5176 Creekside	Refunds payable		5.44
58104	06/08/2022	SABRINA LIN	00005597	Deposit Refund Act 5597 - 11869 Barranca Rd	Refunds payable		455.63

Vendor: SAM01 - SAM HILL & SONS, INC.

58105	06/15/2022	SAM HILL & SONS, INC.	4171	Yard Clean Up - Rubble Pile	Pipeline repairs	FY22-0348	6960
58105	06/15/2022	SAM HILL & SONS, INC.	4172	Leak Repair - 1" Service Line	Pipeline repairs	FY22-0347	5521.14
58105	06/15/2022	SAM HILL & SONS, INC.	4173	Leak Repair - 2" Blow Off	Pipeline repairs	FY22-0346	15892.25
Vendor SAM01 - SAM HILL & SONS, INC. Total:							28373.39
58106	06/08/2022	SANDOR ILES	00002751	Deposit Refund Act 2751 - 6024 Fremont Cir	Refunds payable		256

Vendor: \T132 - SARA THOMPSON

58107	06/08/2022	SARA THOMPSON	00004157	Closed Account Overpayment Refund - 5209 Fernridge	Refunds payable		30.73
Vendor \T132 - SARA THOMPSON Total:							30.73

Vendor: SCF01 - SC Fuels

58108	06/10/2022	SC Fuels	2141189IN	Materials & Supplies - Fuel	Materials & supplies		2183.27
58108	06/10/2022	SC Fuels	2147230IN	Materials & Supplies - Fuel	Materials & supplies		1762.4
Vendor SCF01 - SC Fuels Total:							3945.67
58109	06/08/2022	SHARON SPIELMAN	00003633	Closed Act Overpayment Refund - 1117 Mission Verde	Refunds payable		70.47

Vendor: SCE01 - SOUTHERN CALIF. EDISON

1013	06/14/2022	SOUTHERN CALIF. EDISON	June2022	Current Usage Charges-June 2022	Pumping power Potable		48780.24
1013	06/14/2022	SOUTHERN CALIF. EDISON	June2022	Current Usage Charges-June 2022	Pumping Power-RMWTP		23925.02
1013	06/14/2022	SOUTHERN CALIF. EDISON	June2022	Current Usage Charges-June 2022	Pumping power N-P		78619.97
1013	06/14/2022	SOUTHERN CALIF. EDISON	June2022	Current Usage Charges-June 2022	Utilities		2900.54
Vendor SCE01 - SOUTHERN CALIF. EDISON Total:							154871.47

Vendor: SCG01 - SOUTHERN CALIFORNIA GAS

1014	06/08/2022	SOUTHERN CALIFORNIA GAS	May 2022	Usage Charges - May 2022 Act# 170-013-9900-9	Utilities		28.76
1014	06/08/2022	SOUTHERN CALIFORNIA GAS	May2022-A	Usage Charges - May 2022 Act# 123-787-1794-1	Utilities		14.3
Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total:							43.06
58110	06/15/2022	SPARKLETTS	4667386-061222	Distilled Bottled Water	Outsd contracts		35.93

Vendor: HAT01 - THE HATHAWAY LAW FIRM, LLP					
58111	06/08/2022	THE HATHAWAY LAW FIRM, LLP	201165	Legal Services PFAS	Legal services 61.15
58111	06/08/2022	THE HATHAWAY LAW FIRM, LLP	201166	Legal Services	Legal services 2537.84
Vendor HAT01 - THE HATHAWAY LAW FIRM, LLP Total:					2598.99
Vendor: TOT03 - TOTAL BARRICADE SERVICE INC					
58112	06/10/2022	TOTAL BARRICADE SERVICE INC	55480	Traffic Control - Encroachment Permit MS11	Outsd contracts 320.05
58112	06/15/2022	TOTAL BARRICADE SERVICE INC	55692	Traffic Control for Valve Replacement.	Construction in progress FY22-0352 1369.6
Vendor TOT03 - TOTAL BARRICADE SERVICE INC Total:					1689.65
Vendor: TUR01 - TURF CONSTRUCTION, INC.					
58113	06/10/2022	TURF CONSTRUCTION, INC.	14461	Valve Replacement CIP - Calle Carillo	Construction in progress FY22-0233 17124.64
58113	06/10/2022	TURF CONSTRUCTION, INC.	14462	Valve Replacement CIP - Esperance Dr.	Construction in progress FY22-0234 10838.32
Vendor TUR01 - TURF CONSTRUCTION, INC. Total:					27962.96
1015	06/15/2022	U.S. BANK CORPORATE	22-May	ACWA conference	Conf. & travel 12075.59
58114	06/10/2022	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFO	520220206	Monthly Dig Alert Tickets	Outsd contracts 349.9
Vendor: UNI12 - UNIFIED FIELD SERVICES CORPORATION					
58115	06/14/2022	UNIFIED FIELD SERVICES CORPORATION	Payment 9-PW21-01	PV Well No. 2 Construction Services	Construction in progress FY22-0010 137463.02
58115	06/14/2022	UNIFIED FIELD SERVICES CORPORATION	Retention-Pymt9	Retention Pymt 9- Project PW21-01	Contractor's retention -13746.3
Vendor UNI12 - UNIFIED FIELD SERVICES CORPORATION Total:					123716.72
58116	06/15/2022	UNION MATERIALS TESTING, INC	36	Material Testing	Construction in progress FY22-0306 1818
Vendor: USA01 - USA BLUE BOOK					
58118	06/10/2022	USA BLUE BOOK	001935	Laboratory Supplies	Materials & supplies 78.08
58118	06/15/2022	USA BLUE BOOK	921763	Laboratory Supplies	Materials & supplies 150.83
58118	06/14/2022	USA BLUE BOOK	998746	Materials & Supplies - Standards	Materials & supplies 280.91
Vendor USA01 - USA BLUE BOOK Total:					509.82
58119	06/10/2022	VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT	1046237	Generator Permit - PS 1	Fees & charges 678
58120	06/15/2022	VENTURA STEEL INC.	269706	Steel for Pipe Rack - Conex Box	Materials & supplies FY22-0353 3777.35
58121	06/15/2022	VERIZON BUSINESS, INC	72231784	VOIP T1 (Verizon)	Communications 1221.08
Vendor: WWG01 - W W GRAINGER, INC.					
58122	06/14/2022	W W GRAINGER, INC.	9328855227	Ladders for Trucks	Small tools & equipment 914.12
58122	06/14/2022	W W GRAINGER, INC.	9329468343	Ladders for Conex Boxes	Small tools & equipment 509.59
58122	06/14/2022	W W GRAINGER, INC.	9337856430	Repair Parts - Motor for SL3	Repair parts & equipment 640.01
58122	06/14/2022	W W GRAINGER, INC.	9338156061	Materials & Supplies - RMWTP	Materials & Supplies-RMWTP 581.86
58122	06/14/2022	W W GRAINGER, INC.	9340114751	Repair Parts - Motor SL3	Repair parts & equipment 544.94
Vendor WWG01 - W W GRAINGER, INC. Total:					3190.52
Vendor: WIL05 - Wilmington Trust					
1017	06/08/2022	Wilmington Trust	Bond 2016-InterJuly2022	2016 Bond Interest Payment	Interest Expense Potable 165932.83
1017	06/08/2022	Wilmington Trust	Bond 2016-InterJuly2022	2016 Bond Interest Payment	Interest Expense Non-Potable 3799.77
1017	06/08/2022	Wilmington Trust	Bond 2016-InterJuly2022	2016 Bond Interest Payment	Interest Expense Wastewater 23787.54
Vendor WIL05 - Wilmington Trust Total:					193520.14
Vendor: XYL01 - YSI Incorporated					
58123	06/15/2022	YSI Incorporated	940545	YSI Sequential Chlorination CIP	Construction in progress FY22-0328 25699.33
58123	06/15/2022	YSI Incorporated	940799	YSI Sequential Chlorination CIP	Construction in progress FY22-0328 4629.94
Vendor XYL01 - YSI Incorporated Total:					30329.27
TOTAL VENDOR PAYMENTS-CAMROSA					\$ 2,230,849.68
DFT0003996	06/02/2022	CAL PERS 457 PLAN	INV0011629	Deferred Compensation	Deferred comp - ee paid 3366.46
DFT0004010	06/02/2022	EMPLOYMENT DEVELOP. DEPT.	INV0011645	Payroll-SIT	P/R-sit 4157.49

Vendor: HEA02 - HealthEquity					
DFT0003999	06/02/2022	HealthEquity	INV0011633	HSA-Employee Contribution	HSA Contributions Payable 438.46
DFT0004000	06/02/2022	HealthEquity	INV0011634	HSA Contributions	HSA Contributions Payable 200
Vendor HEA02 - HealthEquity Total:					638.46
1002	06/02/2022	LINCOLN FINANCIAL GROUP	INV0011630	Deferred Compensation	Deferred comp - ee paid 2860.44
1003	06/02/2022	LINCOLN FINANCIAL GROUP	INV0011642	Profit Share Contribution	Profit share contributions 2618.42
DFT0003997	06/02/2022	PUBLIC EMPLOYEES	INV0011631	PERS-Classic Employee Portion	P/R-state ret. 16678.71
Vendor: UNI10 - UNITED STATES TREASURY					
DFT0004008	06/02/2022	UNITED STATES TREASURY	INV0011643	FIT	P/R-fit 11130.51
DFT0004009	06/02/2022	UNITED STATES TREASURY	INV0011644	Payroll- Medicare Tax	P/R - ee medicare 2949.46
Vendor UNI10 - UNITED STATES TREASURY Total:					14079.97
58054	06/02/2022	UNITED WAY OF VENTURA CO.	INV0011628	Charity-United Way	P/R-charity 20
TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA					\$ 44,419.95

Board Memorandum

June 23, 2022

To: Board of Directors

From: General Manager

Subject: Development During Drought

Objective: Establish a policy regarding development during the drought.

Action Required: Provide direction for staff regarding the assistance of developers in the District Service Area, up to and including the issuance of Water Will Serve Letters.

Discussion: The District has in place a “permanent moratorium” on new, unmitigated demand within its service area. Single family units with a one-inch connection or smaller are exempt.

Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services, describes the implementation of the District’s Water Shortage Contingency Plan. The District is currently in a Stage Two Water Supply Shortage, which does not limit development. Under a Stage Three Water Supply Shortage or Water Emergency, Ordinance 40 provides that, “No new Potable Water Service, new temporary meters, or permanent meters will be provided, and no statements of immediate ability to serve or provide Potable Water Service will be issued without mitigation measures approved by the General Manager that will offset the new demand.”

Historically, developers could mitigate demand by bringing new water with them or participating financially in a capital project the District was pursuing to develop new water. A preliminary study of a new water treatment project that may qualify as a mitigation project was recently completed for the District.

However, given the drought conditions and the extreme demand reduction actions the District is asking of its customers, staff requests direction from the Board regarding to what extent to continue working with developers towards the issuance of Water Will Serve Letters, which are the last step in their process with us and guarantee their development water. A policy regarding development during the drought could be incorporated into the District’s Stage Two Water Supply Shortage declaration or could be adopted through ordinance at a future meeting.

Staff will present for the Board’s discussion where active real estate projects are in their development and, at the Board’s pleasure, will be prepared to present on the potential new-demand mitigation measures including the results of the water treatment project study.

Board Memorandum

June 23, 2022

To: Board of Directors

From: General Manager

Subject: Ordinance 40-22

Objective: Update Ordinance 40.

Action Required: Adopt Ordinance 40-22.

Discussion: Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services, describes permanent water-use prohibitions and the implementation of the District's Water Shortage Contingency Plan. Certain water-use prohibitions, including such requirements as positive shutoff nozzles on hoses, the recirculation of fountains and decorative water features, and the use of buckets to wash vehicles, are always in place. When it becomes necessary to implement the District's Water Shortage Contingency Plan, three stages of a Water Supply Shortage or Water Emergency are available to be declared by the Board. Each stage incorporates the former and contains increasingly strict water-use prohibitions, intended to achieve increasing levels of potable water demand reduction.

To add clarity to the ordinance regarding emergency water shortage compliance measures, the following language has been added to Ordinance 40: "The District will monitor water use, communicate, educate, and, on a case-by-case basis at the discretion of the General Manager, install flow restrictors in the service line."



Ordinance 40-2~~2~~4

Rules and Regulations

Governing the Provision of

Water and Sanitary Services

Adopted:

June 23, 2022

ORDINANCE 40-22

**An Ordinance of the Camrosa Water District
Repealing Ordinance 40-21
And Establishing Rules and Regulations
Governing the Provision of
Water and Sanitary Services**

The Board of Directors of the Camrosa Water District do ordain as follows, by Motion of Director _____, Second by Director _____, this ordinance is **ADOPTED, SIGNED, AND APPROVED** this June 23, 2022.

Eugene F. West, President
Board of Directors
CAMROSA WATER DISTRICT

ATTEST:

Tony L. Stafford, Secretary
Board of Directors
CAMROSA WATER DISTRICT

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Camrosa Water District Rules and Regulations Governing Water and Sanitary Services

1. PURPOSE

The purpose of this ordinance is to establish the terms and conditions of Camrosa's Water and Sanitary Services. These terms and conditions are intended to both assure the individual Customer of fair and equitable service and protect the community Camrosa serves from the undue exposure to liability. Water, Sewer, and Non-Potable Water service shall be available only in accordance with the Rules and Regulations contained herein, and in conformance with applicable federal, state and local statutes, ordinances, regulations, and contracts.

2. GENERAL

Water and sanitary service by Camrosa Water District is subject to the availability of facilities, adequate capacity of facilities, and compliance with the terms and conditions herein set forth, or as may be augmented and set forth in any agreement or permit issued by the District.

3. DEFINITIONS

"Acre Foot" shall mean 43,560 cubic feet, which is equal to 435.6 Units or 325,851 gallons.

"Camrosa" or "District" shall mean Camrosa Water District.

"Customer" shall mean the applicant of record for water services rendered by District.

"Certified Backflow Device" shall mean equipment with proper and current certification, designed to prevent the reverse flow of Customer's system into District system.

"Cross-Connection" shall mean any unprotected connection between any part of a water system used or intended to supply water for drinking purposes and any source or system containing water or substance that is not or cannot be approved as safe, wholesome, and potable for human consumption.

"Guarantor" is the individual or entity that agrees to be responsible for the charges incurred by a Customer.

"Non-Potable Water" shall encompass Non-Potable Irrigation Water and Recycled Water, and mean groundwater, surface water, or recycled water that is intended for use for irrigation and other accepted uses for which potable water is not required.

"Non-Potable Irrigation Water" shall mean surface water diverted from the Conejo Creek, untreated groundwater pumped for distribution in the Non-Potable Irrigation Water Distribution System, and any other water source that does not meet Potable Water quality requirements, is not certifiable as Recycled Water, and is distributed in the Non-Potable Irrigation Water Distribution System.

"Non-Potable Irrigation Water Distribution System" shall mean the transmission and distribution piping and appurtenances that transport Non-Potable Irrigation Water.

"Potable Water" shall mean water that is intended for all general uses including human consumption, and, therefore, water that meets all primary drinking water standards set forth by the California Department of Drinking Water.

"Potable Water Distribution System" shall mean the transmission and distribution piping and appurtenances that transport potable water from the various potable water sources to the Customer.

"Pressure Zone" shall mean a hydraulic pressure subdivision within the Potable Water Distribution System and the Non-Potable Irrigation Water Distribution System that is

hydraulically isolated from other pressure zones, demonstrates unique hydraulic pressure characteristics, and has unique energy requirements for delivery.

“Property” shall mean a parcel of land assigned a separate Assessor’s Parcel Number by the County of Ventura.

“Recycled Water” shall mean treated wastewater that meets State of California Title 22 standards at the discharge point of the Camrosa Water Reclamation Plant. Title 22 standards are established by the State of California and are not guaranteed beyond the plant’s point of discharge.

“Recycled Water Distribution System” shall mean the transmission and distribution piping and appurtenances, which transport effluent water from the Camrosa Water Reclamation Facility.

“Surplus Water” shall mean for the purposes of this Ordinance, water in excess of the current water demands within the boundaries of the District as determined by Camrosa Water District.

“Unit of Water” shall mean for the purposes of this Ordinance, one hundred cubic feet of water, which is equal to 748 gallons.

WATER SERVICE

4. ELIGIBILITY FOR WATER SERVICE

Camrosa provides Potable and/or Non-Potable Water Service to “Properties” within the District. To be eligible for Water Service the Customer shall satisfy both the General Requirements of Water Service and the requirements of the Type and Classification of Water Service listed below.

The District shall devote its best efforts to plan for and, on a case-by-case basis if necessary, prioritize provision of water services to proposed low-income housing developments pursuant to Government Code Section 65589.7.

Development projects that include low-income housing units shall not be denied approval of an application for service, nor shall conditions be imposed thereon or services reduced that are applied for, unless the District makes specific written findings that the denial, condition, or reduction is necessary due to the existence of one or more of the following:

1. Insufficient water supply or insufficient water treatment, distribution, or storage capacity;
2. A State Department of Public Health order prohibiting new water connections; and/or
3. The proposed development applicant has failed to agree to reasonable terms and conditions.

The District shall not discriminate in any manner when processing and considering requests for services by proposed developments that include low-income housing units.

4.1. General Requirements of Water Service

Water service is a Property-related service. The Property to be served shall be within the Camrosa Water District boundaries. The Property shall have an established water connection with a Camrosa water meter of adequate size and capacity, as determined by Camrosa, to serve the Property’s water needs without causing undue wear to the Camrosa metering facilities or interfering with Camrosa’s ability to provide reliable service to other Properties. The Customer shall have completed and submitted an application for water service, and paid any deposit that may be required as defined in this Ordinance and/or the “Schedule of Rates, Fees and Charges for Water and Sanitary Services” (located on the District’s web site, www.camrosa.com). The Customer must establish and maintain an active water service account that is current and free of any delinquent fees and charges. All applicable fees and charges must be paid in advance of receiving any of the following classifications of water service, including any classification-specific charges outlined below.

4.2. Types and Classifications of Water Service

Camrosa provides two (2) types of water service: Potable Water Service and Non-Potable Water Service. For each type of water service, Camrosa provides water based upon service classification. Specific terms and requirements for water service are based upon the type and classification of the Customer’s intended water use. Failure to continuously comply with any requirement for water service may result in re-classification of the service and/or termination of service.

4.2.1. Potable Water Service

To be eligible for Potable Water Service, the Customer shall satisfy both the General Requirements of Water Service contained in Section 4.1 and the following requirements of the classification of water use.

4.2.1.1. Municipal Water Service Classifications

The Municipal Water Service classification is intended to meet long-term potable water needs. It is considered uninterrupted service. To obtain this classification of water, Customers must meet the requirements of Camrosa's Will-Serve Policy.

4.2.1.1.1. Residential Water Service (Class I)

Residential Water Service (Class I) is intended for all general uses both indoor and outdoor. To be eligible for Residential Water Service, Class I the Property served must include a dwelling or other structure suitable for occupancy and meet all the General Requirements of Water Service. For purposes of the Policy on Discontinuation of Residential Domestic Water Service for Nonpayment (Section 6.9), Class I is considered "residential domestic" service and is subject to that policy.

4.2.1.1.2. Master Metered Residential Service (Class II)

Master Metered Residential Service (Class II) is intended for all general uses both indoor and outdoor. To be eligible for Master Metered Residential Service, the Property served must include multiple dwelling units, have a common plumbing system, be managed by a formal homeowners association (HOA), and have water service provided through one or more meters serving the common water system. The Property served must meet all the General Requirements of Water Service. The property must secure the approval of the General Manager in the will-serve process to qualify for Master Metered Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification. For purposes of the Policy on Discontinuation of Residential Domestic Water Service for Nonpayment (Section 6.9), Class II is considered "residential domestic" service and is subject to that policy.

4.2.1.1.3. Commercial and Industrial Water Service (Class III)

Commercial and Industrial Water Service (Class III) is intended for all general uses both indoor and outdoor at privately operated services, manufactories, or other businesses. To be eligible for Commercial and Industrial Water Service the Customer must provide a copy of a current business license and a Guarantor for the account. The primary water use must be a use other than irrigation. The Property must also meet all the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.1.4. Public Water Service (Class IV)

Public Water Service (Class IV) is intended for all general uses both indoor and outdoor for public services, such as public schools, recreation facilities, hospitals, government services, and public safety services. To be eligible for Public Water Service the Property served must be publicly operated, and the primary water use must be a use other than landscape irrigation. The Property must also meet all the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.1.5. Municipal/Residential Irrigation Service (Class V)

Municipal/Residential Irrigation Service (Class V) is intended for all general landscape irrigation needs where the primary use of water is to maintain large turf areas and other landscape for parks, golf courses, common areas, medians, open spaces and similar areas. To be eligible for Municipal/Residential Irrigation Service, the Property served must meet all the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.1.6. Fire Service (Class VI)

Fire Service (Class VI) is intended to provide water for private fire flow needs either within a private complex to which Camrosa does not provide public fire hydrants, or for supplementary indoor fire flows. To be eligible for Fire Service, the Property serviced must maintain a separate and isolated fire service water system, and, rather than a conventional water meter, the service must include a fire flow detector meter that will detect the use of water on the fire flow system. Use of water through the fire flow system for other than fire protection shall disqualify the service from fire service classification and require compliance with a conventionally metered municipal service classification. The Property must also meet the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.2. Agricultural Water Service Classifications

Agricultural Water Service is a class of service intended to serve commercial agriculture. This service, unlike Municipal Water Service, is interruptible. Agricultural Water Service may be interrupted for extended periods due to general water shortages, drought, maintenance requirements, and/or operational requirements. Agricultural Water Service may not be promptly restored following emergencies. Therefore, Agricultural Water Service shall not be eligible for conversion to Municipal Service without satisfying all will-serve requirements as set forth in the District's will-serve policy.

4.2.1.2.1. Agricultural Irrigation Water Service

Agricultural Irrigation Water Service is intended for commercial agricultural properties that raise food crops, floral crops, nursery crops, and/or commercial livestock. It is not the intent of this ordinance to classify home gardens, home orchards, or pets as agricultural operations. To be eligible for Agricultural Irrigation Water Service, the Property must include a minimum of one (1) full, contiguous, irrigated acre dedicated to commercial agriculture, and the Customer must provide a copy of a current business license and a Guarantor for the account. The Property must meet all the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.2.2. Domestic Agricultural Water Service

Domestic Agricultural Water Service is intended for commercial agricultural properties which raise food crops, floral crops, nursery crops, and commercial livestock, where the Property includes a dwelling or dwellings in which the residential water requirements are incidental to the agricultural operation. It is not the intent of this ordinance to classify home gardens,

home orchards, or pets as agricultural operations. To be eligible for Domestic Agricultural Water Service, the Property must include a minimum of one (1) full, contiguous, irrigated acre dedicated to commercial agriculture, and the Customer must provide a copy of a current business license and a Guarantor for the account. The Property must meet all the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.3. Temporary Service

Temporary Water Service is service intended for Customers having short-term water use needs.

4.2.1.3.1. Temporary Construction Water

Temporary Construction Water Service is intended for dust abatement, general construction site use, and other construction related needs. The Property shall meet all the General Requirements of Water Service; a site, approved by Camrosa, shall be specified for installation of a Temporary Meter Service; the temporary meter installed; suitable backflow prevention techniques, approved by Camrosa, must be employed; and the Customer shall have completed and submitted an application for Construction Water Service. Construction Water Service shall be for a term no longer than six (6) consecutive months. On a case-by-case basis, the General Manager may authorize longer terms and determine the requirements of such terms.

4.2.1.3.2. Temporary Municipal Water

Temporary Municipal Water Service is intended for short-term needs for Potable Water Service, such as special events or community sponsored functions, which may require water service for a period not to exceed 30 days. On a case-by-case basis, the General Manager may authorize longer terms, and determine the requirements of such terms.

4.2.1.3.3. Temporary Agricultural Water

Temporary Agricultural Water Service is intended to provide short-term water service to agriculture operations, which do not have service to the Property and require water to supplement the primary water source for a term not to exceed one (1) year. On a case-by-case basis, the General Manager may authorize longer terms and determine the requirements of such terms.

4.2.1.4. Emergency Water Service

Emergency Water Service is intended to provide water for the protection of the health, safety, and/or property for a Customer unable to satisfy the requirements and conditions of Potable Water Service. Emergency service may be provided only after the General Manager has determined that the situation warrants an Emergency Water Service, and all fees and charges have been paid. Camrosa shall determine any additional terms and conditions as established in Camrosa's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*.

4.2.1.5. Surplus Water/Out of Bounds Service

Surplus Water may be served for any useful purpose outside the boundaries of the District by special agreement as authorized by the General Manager, and in accordance with LAFCO guidelines.

4.2.2. Non-Potable Water Service

Camrosa provides Non-Potable Water for a variety of irrigation, industrial, and commercial purposes. Non-Potable Water includes both Non-Potable Irrigation Water and Recycled Water. All Non-Potable Water Service is interruptible due to non-availability of water, system maintenance requirements, or operational requirements.

To be eligible for any of the following classifications of Non-Potable Water Service, the Customer shall satisfy the General Requirements of Water Service contained in Section 4.1, the Property must have access to one of the Non-Potable Water Distribution Systems, and the Property to be served must either have no Potable Water Service, or have a certified backflow prevention device on the Potable Water Service, and a separate non-potable plumbing system with no existing or potential cross-connections. If a backflow prevention device is required, it must be installed per Camrosa specifications and be re-certified annually.

Customers must have a beneficial use for Non-Potable Water approved by Camrosa and meet the requirements of the specific Non-Potable Water classification of water use.

The District has entered into separate agreements for delivery of Non-Potable Water and may again enter into such agreements.

Qualifications and requirements for use of Non-Potable Water by individual residents may require approval by the Department of Drinking Water (DDW) before Camrosa provides service. In addition, DDW and/or Camrosa may require periodic inspections of privately operated non-potable irrigation water systems to assure that no cross-connections exist.

4.2.2.1. Non-Potable Irrigation Water Description and Classification

Non-Potable Irrigation Water is water diverted from the Conejo Creek and/or untreated groundwater introduced into the Non-Potable Irrigation Water Distribution System. The Conejo Creek is composed primarily of wastewater effluent from the Hill Canyon Wastewater Treatment Plant (HCTP), located seven miles upstream of the diversion structure in the City of Thousand Oaks, and supplemented by the North and South Forks of the Conejo Creek, which carry runoff from the city and surrounding watershed. While HCTP effluent is treated to tertiary levels and is certified as Title-22 recycled water, after entering a naturally occurring waterway it is considered non-potable "surface" water and is not regulated in the same manner as Recycled Water and must be distributed in a separate distribution system. The following outlines the classifications of Non-Potable Water Service available from Camrosa Water District.

4.2.2.1.1. Commercial Agricultural (Class I)

Commercial Agricultural (Class I) is intended for general irrigation purposes on lands requiring water to irrigate commercial crops. To receive water under this classification, the lands must be primarily used for production of commercial crops, and the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.1.2. Landscape Irrigation (Class II)

Landscape Irrigation (Class II) is intended for commercial operations, public landscaping such as public parks, medians, playing fields and schools, and common-area landscaping needs of homeowners' associations where large amounts of irrigation water are needed to maintain turf areas or other landscaping. To qualify for this class, the Property must be primarily turf or other high-water-demand landscaping, and the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.1.3. Residential Landscaping (Class III)

Residential Landscaping (Class III) is intended for irrigation of landscape, gardens, orchards, and other appropriate outdoor water uses.

4.2.2.1.4. Temporary Construction Water (Class IV)

Temporary Construction Water (Class IV) is intended for uses related to general construction such as dust abatement, compaction, and roadway cleaning. To be eligible for Class IV Non-Potable Service: (1) a construction site must have access to a Non-Potable Water supply; (2) the Property must be permitted by Camrosa for use of Non-Potable Water; (3) the Customer shall make deposits and pay any special fees and charges as set forth in the Schedule of Rates, Fees and Charges for Water and Sanitary Services; and (4) the Customer shall agree to comply with all State and County Department of Public Health requirements for uses of Non-Potable Water.

4.2.2.1.5. Commercial Agricultural (Class VI)

This class is reserved for Customers that have contractual commitments with Camrosa for long-term Non-Potable Irrigation Water Service. Minimum requirements for Class VI service are: (1a) the parcel served is a minimum of 20 acres; or (1b) the parcel is joined with a larger parcel totaling 20 acres and is considered part of the larger parcel's operation as determined by Camrosa; (2) the lands are primarily used for production of commercial crops; (3) the owner of the land has endorsed, submitted, and secured approval of a Non-Potable Irrigation Service Agreement with Camrosa Water District on or before December 31, 1994; and (4) the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.1.6. Blended Ag (Class VII)

Blended Ag water service is a classification of Non-Potable Water blended with potable water to control for chlorides. It is limited by facility constraints to those parcels receiving delivery from Pump Station #4. The District strives to maintain a chloride concentration of approximately 115 mg/L in the Blended Ag system.

4.2.2.2. Recycled Water Description and Classification

Recycled Water is water produced at the Camrosa Water Reclamation Facility, a Department of Drinking Water (DDW)-certified water reclamation facility and treated to tertiary standards as defined by Title 22 of the California Water Code. Recycled Water is not suitable for human or livestock consumption or recreational impoundment, and may not be suitable for certain crop types, among other limitations. Camrosa is required to meet Title-22 Recycled Water quality standards at the point of discharge from the Camrosa Water

Reclamation Facility but cannot guarantee the quality of Recycled Water at the point of delivery. Use of Recycled Water must comply with California Code of Regulations Title 22, which is summarized in Camrosa's Recycled Water Manual, available in English and Spanish upon request.

Camrosa provides Recycled Water for a variety of irrigation, industrial, and commercial purposes. Currently the District does not deliver Recycled Water to residential parcels; should a residential distribution system be developed, it will fall under Class II, Landscape Irrigation Water, until a new classification is developed.

To be eligible for Recycled Water Service Customers must: (1) have a beneficial use for Recycled Water; (2) meet the requirements of the specific classification of Recycled Water; (3) satisfy the General Requirements of Water Service contained in Section 4.1 above; (4) have available and agree to operate an approved Recycled Water facility in accordance with Camrosa's Recycled Water Manual and Ordinance with 41, Standards for Maintenance and Operation of Recycled Water Facilities; (5) execute (or receive an executed copy from the landowner of) an approved Agreement for Recycled Water Service with Camrosa Water District; and (6) have a compliant Recycled Water Inspection on file with Camrosa. The provisions of Ordinance 41 are fully incorporated by reference into these rules and regulations.

Qualifications and requirements for use of Recycled Water by individual residents may require approval by the DDW before Camrosa provides service. All applications of Recycled Water must be visibly and legibly posted in accordance with Department of Drinking Water regulations for use of Recycled Water in areas open to the general public.

The following outlines the classifications of Recycled Water service available from Camrosa Water District.

4.2.2.2.1. Commercial Agricultural (Class I)

Commercial Agricultural (Class I) is intended for lands requiring large amounts of water for irrigation of commercial crops. To receive water under this classification, the lands must be primarily used for production of commercial crops, and the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.2.2. Landscape Irrigation Water (Class II)

Landscape Irrigation Water (Class II) is intended for non-agricultural commercial, industrial, and/or public Customers, including parks, golf courses, and other sites with large areas of turf and/or landscaping. The Property to be served must be used primarily for recreational, decorative, or other purposes approved by the District. The Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.2.3. Commercial Agriculture (Contractual) (Class IV)

Commercial Agriculture (Class IV) is intended for lands requiring large amounts of water for commercial crops and contractual commitments with Camrosa for long-term Recycled Water Service. To be eligible for Class IV Service, the Property to be served must be used primarily for the production of commercial crops, the owner of the land must have endorsed, submitted, and secured approval of a Recycled Water Service Agreement with Camrosa Water District on or before December 31, 1994, and the Customer

must provide a copy of a current business license and a Guarantor for the account.

4.2.2.2.4. Surplus Recycled Water (Served outside District)

Surplus Recycled Water may be served for any of DDW-approved use outside the boundaries of the District by special agreement, as authorized by the General Manager.

5. CONDITIONS OF WATER SERVICE

In addition to the General Requirements of Water Service contained in this ordinance, the Customer agrees, upon receiving service, to the conditions contain in this ordinance. Failure to meet the conditions contained herein may result in termination of service.

5.1. Cross-Connection Control (Backflow)

The Customer shall be responsible for the prevention of cross-connections of the Customer's system with sources of potential contamination. Any Customer that has an alternate source of water to the Property served by Camrosa, regardless of classification, shall maintain the water systems separately, and shall maintain a certified backflow prevention device at the Property's potable water service meter. At the discretion of the District, Camrosa may require the installation of a backflow device on any service provided by the District. Customers required to maintain backflow prevention equipment shall certify the equipment annually, except in those instances where the backflow prevention devices are maintained by Camrosa. In those instances, Camrosa shall test and certify the equipment annually and charges shall apply in accordance with Camrosa's Schedule of Rates, Fees, and Charges.

5.2. Water Pressure and Surges

Camrosa is not responsible for damages resulting from pressure variations or surges. It is the responsibility of the Customer to protect the Property from variations in water system pressure and water system surges. The Customer shall not operate the Property's system in a manner which may cause surges to the Camrosa water system.

5.3. Water Leaks

Camrosa's control and responsibility ends at the curb shutoff or meter, and the District will in no case be liable for damage caused by, or in any way arising out of, the running or escape of water from open faucets, burst pipes, or faulty fixtures on the premises. The Customer shall maintain the Property's water system to avoid leaks and shall repair leaks within 48 hours of discovery or notification or as required by the current Water Shortage Contingency Plan stage.

5.4. Meters, Metering Facilities and Hydrants

The meter and the metering facility are the property of the Camrosa Water District. Any piping or equipment on the Customer's side of the meter is the full responsibility of the Customer. All water that passes through the meter is the responsibility of the Customer.

Any damage to District equipment, such as meters and hydrants, caused either purposely or accidentally, will be the financial responsibility of the Customer and/or the party causing such damage, as well as any water loss resulting from such damage.

5.4.1. Meter Testing

Any Customer may request that their water meter be examined and tested by the District for the purpose of determining its accuracy. Such a request shall be in writing and shall be accompanied by a deposit equal to the charge for testing. Upon receipt of such demand and deposit, the District will have the meter examined. If the meter is found to register one and one half percent (1.5%) more water than actually passes through it, the meter will be

properly adjusted or another meter substituted therefor, the deposit will be returned, and the water bill for the current month will be adjusted proportionately. If the meter should be found to register no more than one and one-half percent (1.5%) more water than actually passes through it, the deposit will be retained by the District to offset the expense of performing the test.

5.4.2. Obstruction of, or Deposit of Material in, on, or around Meter Boxes or Hydrants

No person shall place, dispose or deposit or permit the placement, disposal or deposit of oil, toxic hazardous or contaminated liquid or waste, trash, dirt building materials or other substances, objects or obstructions in on or around meter boxes or hydrants. It shall be the responsibility of the Customer to prevent meter boxes, District hydrants, or other District facilities, from becoming obstructed or obscured by fencing, trees, shrubs, plants, or in any other manner so as to impede their use or access to them, or make their location difficult to determine. If such objects or obstructions are not cleaned or removed, the District may, after providing reasonable notice to the Customer, accomplish the cleaning and removal of any objects, and charge the Customer for the cost of doing so.

5.4.3. Change of Meter Location

Any change to the location of a meter and service must be approved by the District prior to construction. The cost of making such a change, including inspection fees, will be paid for by the Customer.

5.5. Resale of Water

The Customer shall not resell water received through their meter service to a third party except by express written consent of the District. In the case where the Customer has established a Master Metered account for a property, or where a Customer is leasing their property to another and still maintains the water account for the property in the Customer's own name, the Customer shall not resell water to others at a volumetric rate higher than the District charges the Customer.

5.6. Exporting Water

The Customer shall not export water from the Property assigned service by Camrosa to any other Property without the express written permission of Camrosa. This prohibition includes other Properties under the same ownership.

5.7. Water Quality

5.7.1. Potable Water

Potable water provided by Camrosa meets or exceeds all primary drinking water requirements set forth by the California Department of Public Health. Camrosa water does contain minerals that contribute to "hardness," which may result in the accumulation of mineral deposits. Camrosa is not liable for discoloration, spotting, or any other damages resulting from the mineral content of the water.

5.7.2. Non-Potable Water

Non-Potable Water—both Non-Potable Irrigation Water and Recycled Water—is not suitable for human or livestock consumption and may not be suitable for certain crop types. Camrosa is not responsible for any damages to crops or plants, or any other liability, resulting from the use of Non-Potable Water delivered by Camrosa.

Non-Potable Irrigation Water may contain surface water diverted from Conejo Creek and groundwater, both of which are unfiltered and untreated. Non-Potable Irrigation

Water is not suitable for human or livestock consumption and may not be suitable for certain crop types.

Camrosa is required to meet Title-22 Recycled Water quality standards at the point of discharge from the Camrosa Water Reclamation Facility but cannot guarantee the quality of Recycled Water at the point of delivery. Use of Recycled Water must comply with California Code of Regulations Title 22 governing the use of recycled water, which is summarized in Camrosa's Recycled Water Manual, available in English and Spanish upon request.

5.8. Interruptions in Service for System Maintenance

Camrosa may interrupt service from time to time for routine maintenance, repairs, and meter testing. Camrosa is not responsible for any damages to the Customer or Property, or other losses as a result of such interruptions.

5.9. Automatic Fire Sprinkler Service Connections

When an Automatic Fire Sprinkler Service Connection is installed, the control valve for the sprinkler system will be left closed and sealed until a written request to turn on the water is received from the Customer. After the water is turned on, the District shall not be liable for damages of any kind that may occur due to the installation, maintenance or use of such service connection, or because of fluctuation of pressure or interruption of water supply. Water shall not be used through an Automatic Fire Sprinkler Service Connection for any purpose other than the extinguishing of fires, or a purpose related thereto.

5.10. Access to District-Owned Facilities

Camrosa shall have access to all District-owned meters, pipelines, and appurtenant facilities at all times. No person shall willingly obstruct or prevent access to District-owned facilities.

5.11. Right of Inspection of and Access to Customers Premises

By accepting service from Camrosa, the Customer agrees that authorized representatives of the District may enter upon the Customer's premises for the purpose of:

1. Facilitating the enforcement of this Ordinance.
2. Performing duties associated with meter reading, repair, or replacement.
3. Determining the existence, operation, maintenance, and/or use in, on, or about buildings, grounds, or premises of:
 - a. Any plumbing or water piping that may cause, create or permit backflow, back-siphonage or any other condition affecting or likely to affect the purity and/or potability of the water supply furnished by the District;
 - b. Any private source of water supply which may be connected to the water supply system of the District; or,
 - c. Any source of pressure, vacuum, contamination, or pollution affecting or likely to affect the purity and/or potability of the water supply furnished by the District.

5.12. Tampering with Metering Facilities

Tampering with any Camrosa facility in any manner that results in damage to the facility, loss of water by leakage, meter malfunction, and/or theft may result in immediate termination of service and both civil and criminal prosecution.

5.13. Water-Use Prohibitions

No person shall cause or permit water under his/her control to be used in violation of the District's water-use prohibitions. Violating water-use prohibitions may result in additional fees, charges and/or termination of service as authorized by the General Manager.

The following prohibitions are in effect at all times, regardless of whether any declared Water Supply Shortage or Water Emergency (see Section 5.16) is in effect:

1. Runoff/Outdoor Landscapes: No person shall use or permit the use of any water furnished to any property within the District in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures, from any hose, pipe, valve, faucet, sprinkler or irrigation device into any gutter or to otherwise escape from the property, if such running or escaping can reasonably be prevented.
2. Leaks: No person shall permit leaks of water that he/she has the authority to eliminate. Any detected leak, break, or malfunction shall be corrected within 48 hours after a person discovers or receives notice from the District.
3. Positive Hose-end Shutoff: All garden and utility hoses shall be equipped with a shutoff nozzle.
4. Vehicle Washdown: Vehicles, including but not limited to any automobile, truck, van, bus, motorcycle, boat, or trailer, shall be cleaned only by use of a hand-held bucket or a hand-held hose with a shutoff nozzle.
5. Restaurant Equipment: Restaurants are required to use water-conserving dish-washing spray valves in all food preparation and utensil cleaning areas.
6. Drinking Water Served Only Upon Request: Drinking water must be served only upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
7. Water Fountains and Decorative Water Features: Operating a water fountain or other decorative water feature that does not use re-circulated water is prohibited.
8. Single-Pass Cooling Systems: Installation of single pass cooling systems in buildings requesting new water service is prohibited.
9. Hardscape Washdown: The application of potable water to driveways and sidewalks is prohibited.
10. Rain Events: The application of potable water to outdoor landscapes during or within 48 hours after measurable rainfall is prohibited.
11. Medians: The irrigation with potable water of ornamental turf on public street medians is prohibited.
12. New Construction: Landscapes outside of newly constructed homes and buildings must be consistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development.
13. Hotel Operators: Operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

5.14. Mandatory use of Non-Potable Water Where Available

Where Non-Potable Water is available to a property served by Camrosa, the property shall utilize such water in lieu of Potable Water, wherever practicable. Non-Potable Water must be used for construction purposes, when available.

5.15. Water Shortage Contingency Plan Stages

State law requires that urban water suppliers maintain Water Shortage Contingency Plans to prepare for and respond to water shortages. Camrosa's Water Shortage Contingency Plan is described in full in its Urban Water Management Plan; this section describes the stages of action to be undertaken in response to water supply shortages, and the process by which the Board of Directors may implement those stages.

Two (2) contingencies can trigger the Water Shortage Contingency Plan: a "Water Supply Shortage" and a "Water Emergency."

A Water Supply Shortage is a condition in which Camrosa Water District determines that drought, state or regional mandate, or other circumstance compromises, or threatens to compromise, the District's supplies in such a way that a reduction in Customer demand and/or supply production is necessary.

A Water Emergency is a condition resulting from a catastrophic event or events that causes, or threatens to cause, an impairment, reduction, or severance of the District's water supplies or access thereto, in a manner that results in, or may result in, the District's inability to meet ordinary water demands for Potable Water Service.

In the event of either contingency, the General Manager shall report to the Board of Directors on the cause, extent, severity, and estimated duration of the supply shortage or emergency. The Board may activate one (1) of the following stages by declaring, by resolution, a Water Supply Shortage or Water Emergency, modifying it as necessary to accommodate specific requirements or eventualities not anticipated by this policy. The District shall notify its Customers of this declaration via its Web site, newspaper, radio, television, direct mail, or any other means determined by the District to be prudent.

5.16. Stage One Water Supply Shortage or Water Emergency

The goal of a Stage One Water Supply Shortage or Water Emergency is to reduce potable water production by up to 15 percent to preserve water supplies for the District and/or the region, until the shortage or emergency has ended. In addition to the prohibited uses of water outlined in Section 5.14, the following water conservation requirements apply during a declared Stage One Water Supply Shortage or Water Emergency;

1. Limits on Watering Hours: Watering or irrigating of lawn, landscape or other vegetated area with potable water shall be prohibited between the hours of 9:00 A.M. and 5:00 P.M. on any day.
2. Other Prohibited Uses: The District may implement other water-use requirements as determined appropriate to meet water supply shortages or water emergency conditions.

5.17. Stage Two Water Supply Shortage or Water Emergency

The goal of a Stage Two Water Supply Shortage or Water Emergency is to reduce potable water demands by 15 to 30 percent, while preventing the loss of property and protecting the health and safety of the community and region. In addition to the prohibitions listed in the Stage One Water Supply Shortage or Water Emergency, the following water conservation requirements to prudently preserve water supplies shall be observed:

1. Leaks: No person may permit leaks of water that he/she has the authority to eliminate. Any detected leak, break, or malfunction shall be corrected within 24 hours after a person discovers or receives notice from the District.
2. Limits on Watering Days: Water or irrigating of landscape or other vegetated area with potable water shall be limited to three (3) days per week on a schedule established and posted by the District.
3. Limits on Filling Residential Swimming Pools & Spas: Use of water to fill or refill swimming pools and spas may be limited to maintain the level of water only when necessary. Draining of pools and spas or refilling shall be done only for health or safety reasons.
4. Other Prohibited Uses: The District may implement other water use requirements as determined appropriate to meet water supply shortages or water emergency conditions.

The District will monitor water use, communicate, educate, and, on a case-by-case basis at the discretion of the General Manager, install flow restrictors in the service line.

5.18. Stage Three Water Supply Shortage or Water Emergency

The goal of a Stage Three Water Supply Shortage or Water Emergency is to reduce potable water demands by 30 percent or more, while protecting the health and safety of the community and the region. In addition to the actions and requirements of a stage two emergency, the following water conservation requirements to prudently preserve water supplies must be observed:

1. Irrigation Restrictions: Watering or irrigation of lawn, landscape or other vegetated area with potable water may be prohibited by the Board of Directors.
2. New Potable Water Service: No new Potable Water Service, new temporary meters, or permanent meters will be provided, and no statements of immediate ability to serve or provide Potable Water Service will be issued without mitigation measures approved by the General Manager that will offset the new demand.
3. Other Prohibited Uses: The District may implement other water use requirements as determined appropriate to meet water supply shortages or water emergency conditions.

5.19. Declaration of Emergency State

The Board of Directors may move from stage to stage as necessary to best manage the water supply shortages or water emergencies. Once a water supply shortage or water emergency condition has subsided and water supplies have returned to normal, the Board of Directors shall by resolution declare an end to the emergency and restore service to pre-emergency conditions.

5.20. Violations of Prohibitions

Violation of any water-use prohibition during a Stage Three emergency may result in fines. Repeated violations may result in water capacity restrictions to the property or termination of service.

1. **First Violation**: The District will issue a written notice to the Customer indicating a violation of one or more of the water-use prohibitions or restrictions.

2. **Second Violation:** If the first violation is not corrected within the time frame specified by the District, or if a second violation occurs within the following twelve (12) months after the first violation notice, a second notice of violation will be issued and a fine of one hundred dollars (\$100.00) shall be levied for the second violation.
3. **Third Violation:** A third violation within the following twelve (12) months after the date of issuance of the second notice of violation will result in a third violation and a fine of two hundred fifty dollars (\$250.00).
4. **Fourth and Subsequent Violations:** A fourth violation within the following twelve (12) months after the date of issuance of the third notice of violation will result in a fourth violation and a fine of five hundred dollars (\$500.00). Each day that a violation occurs beyond the remedy allowance provided for in the fourth notice of violation results in a new violation and a fine of five hundred dollars (\$500.00) per day.

In addition to the fines outlined above, water service may be turned off or installation of a flow restrictor on the service line or lines may be required. Such an order shall be written and subject to appeal pursuant to Section 5.19, Appeals and Exceptions. Any appeal shall be heard as quickly as possible to allow a flow restrictor to be removed promptly should the Board of Directors grant the appeal.

- a. **Cost of Flow Restrictor and Disconnecting Service:** The Customer determined to be in violation of this Ordinance is responsible for payment of the District's costs for installing and/or removing any flow restrictors.
- b. **Payment of Fines:** The Customer determined to be in violation of this Ordinance is responsible for the full payment of any and all fines. Each fine shall be applied to the Customer's monthly water bill. Payment of the fine will be the responsibility of the individual named on the water account. Non-payment of fines will be subject to the same remedies as non-payment of basic water service, in accordance with this Ordinance.

5.21. Appeals and Exceptions

Any Customer may appeal a fine imposed under this Ordinance to the Board of Directors by filing a written appeal with the District within 30 days of the notice of violation.

5.22. Reasonable Attorney Fees Paid by Customer

In the event an action is commenced in a court of law by the District to collect any obligations incurred by the use of water or sewer service, the Customer shall be required to pay reasonable attorney's fees if said action by the District is successful.

FEES AND CHARGES

6. WATER SERVICES RATES, FEES, AND CHARGES

Camrosa shall establish, by Resolution of the Board, after holding a public hearing in accordance with Government Code 53756, a Schedule of Rates, Fees and Charges for Water and Sanitary Service. The schedule for services may cover a period not to exceed five (5) years. The Schedule of Rates, Fees and Charges for Water and Sanitary Services may provide for automatic adjustments that pass through to the Customer the adopted increases or decreases in the wholesale charge for water established by another public agency. Notice of any automatic adjustments pursuant to the schedule shall be given not less than 30 days before the effective date of the adjustment.

The Customer must pay all assigned rates, fees, and charges for the type and class of service provided in the manner and within the times set forth in this Ordinance and the Schedule of Rates, Fees and Charges for Water and Sanitary Services. Failure to make timely payment may result in the installation of a flow restriction device, discontinuation of water service, or termination of service, upon notice, as may be required by law.

Reestablishment of service to the Property may be withheld until the General Requirements of Water Service are met.

6.1. Application for Service

An application provided by the District must be completed and signed by the Customer. The applicant must provide the following information:

1. Government issued photo identification;
2. Date of birth;
3. Social Security Number or Tax ID Number (for Commercial customers); and
4. Verification that applicant is the Property owner.
5. Applicants for commercial/industrial/institutional accounts must provide a current business license and a Guaranty signed by a Guarantor who is acceptable to the District.

Such application shall contain the following provisions:

1. Applicant shall agree to accept the services applied for subject to the rules and regulations of the District and to pay therefore at regular rates. Should the applicant subsequently cancel one or more items of service, such cancellation shall not change or affect the terms of his application in respect to the remaining item or items of service.
2. Applicant shall also agree to give at least 24 hours' notice to the District before service is to be discontinued. The provisions of the application, obligating the applicant to accept and pay for service shall remain in force until said notice is given and all bills shall be paid in full to date of receipt of said notice by the District.
3. Applicant shall further agree to assume all liability for any damage occurring on the premises served, by reason of open faucets, faulty fixtures, or broken pipes on such premises at or after the time when service is turned on, whether or not at that time there is any responsible interested person on the premises.

In cases where the applicant is not the Property Owner, the District may require that the application be completed by the proposed Customer and signed by the proposed Customer and the Property Owner as a co-applicant. If the Property is occupied by a tenant or other Customer who is not the Property Owner, and the agreement between the Customer and the Property Owner provides for the Customer to pay for water service, both the Customer and the Property Owner may be required to sign the application as co-applicants. In the event that the Customer becomes delinquent on payment, the Customer and the Property Owner are jointly and severally liable for the service charges incurred on the Property.

6.2. Use of Water without Regular Application for Service

Any person, firm, or corporation taking possession of premises where the water supply has been shut off and the curb cock or valve sealed, must make proper application to the

District to have the water supply turned on. In the event the Customer turns on the water supply or suffers or causes it to be turned on without first having made such application, the Customer will be held liable for all damages resulting therefrom, including, but not limited to all charges for the water service rendered, the amount thereof to be determined, at the election of the District, either by the meter reading or on the basis of the estimated consumption for the length of time service was received by the Customer without proper application. When the District finds that water is being used without proper application, service will be terminated immediately and prosecution may occur.

6.3. Deposit from Applicant

A prepaid Deposit shall be required in an amount equal to two (2) times the estimated average monthly bill. After twelve (12) months of maintaining a current account, the average monthly bill of the current account will be calculated. One month's average bill will be retained as deposit; the remainder will be applied to the Customer's account. The remaining deposit will be applied to the final bill when service is terminated. Any unused deposit will be returned to the Customer within 30 business days.

Any Customer who has established a pattern of delinquency which results in shutoff may be required to reestablish service by paying a deposit equal to two (2) times the average bill during the past twelve (12) months.

Any Customer who, during a twelve month period, has two (2) or more returned checks shall be required to pay all billings for a period of one (1) year with cash, cashier's check, money order, automatic bank withdrawals (EZ Pay), or credit card. A deposit amount equal to two (2) times the average bill may also be collected and the cash-only requirement may be continued indefinitely for Customers with an established pattern of multiple returned checks.

Any Deposit refunds and/or Credit forward balances for water service normally due to a former Customer shall not be credited to the account of the new Customer at the same service address. Said credit balances shall be refunded to the former Customer when a forwarding address is available. When there is not a forwarding address available, said credit balances shall be deposited in the District's Trust Fund and shall be thereafter refunded to the former Customer upon written request to the District. If no such request is submitted within one (1) year, the Deposit refund/Credit forward balance shall be credited to the District's General Fund.

6.4. Time and Manner of Payment

All bills and charges for Water and Sewer Service are due and payable upon presentation. Such bills and charges shall be deemed to be presented upon having been deposited in the United States Mail, postage paid, and addressed to the Customer owner reflected in the records of the District. Payments may be made in person, by mail, by telephone, on-line, or by electronic transfer of funds to the District. Payment must be received before close of business of the delinquent specified on the bill. Postmark date will not be considered as receipt date.

6.5. Delinquent Fees and Charges

Monthly bills are considered delinquent when payment is not received in full for the billed amount by close of business of the delinquent date specified on the bill. The delinquent balance shall be assessed a ten percent (10%) late charge the next business day. Interest shall accrue on the delinquent balance at the rate of 1.5% per month from the delinquent date until the account is brought current. In addition, charges shall be imposed for noticing the Customer of a pending shutoff due to non-payment, and for disconnection of service as a result of delinquency, as provided in Camrosa's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*. The Customer will also be liable for any

attorney's fees incurred by the District in attempting to collect payment of a delinquent account, whether a lawsuit is filed or not. In the event the District files a lawsuit or other legal proceeding to collect a delinquent account, the prevailing party in that proceeding shall be entitled to recover its attorney's fees and costs of suit, in addition to any other remedies recovered.

6.6. Discontinuation of Non-Residential Service or Installation of Flow Restrictor for Nonpayment

For all other water services excluding residential domestic water service, including residential irrigation meters, if the delinquent amount and any accrued late charges, interest, or other charges are not paid in full within fifteen (15) days of delinquency, water service may be discontinued upon notification to the Customer. At least 48 hours prior to termination of service, the District shall attempt to notify the Customer by telephone, mail, email, or delivery of a door hanger at the service location stating that water service shall be shut off. If full payment is not received by 9:00 A.M. on the shut off date, water service will be discontinued and the account will be charged a Disconnection Fee.

The General Manager is authorized to disconnect water service due to non-payment prior to the standard shutoff date if the General Manager concludes, in his sole discretion, that the continued use of water by the delinquent account holder poses a substantial financial risk to the District.

If water service is disconnected due to a delinquency, a deposit equal to two (2) times the average bill during the past twelve-month period will be collected prior to reestablishing service.

The late charges, interest, and other charges herein are based upon a good faith estimate of the operating expenses incurred by the District in administering delinquent accounts, including, but not limited to providing notification of delinquency, in processing and collecting delinquent accounts, and in providing notification and processing the disconnection of water service.

Prior to the disconnection of water service, a Customer may contact the District's billing office and make a written request for an alternate payment plan. If a payment plan is approved by the General Manager or authorized designee, the General Manager may agree to terms to continue water service and avoid a disconnection fee. If the Customer fails to meet the agreed upon terms of the alternate payment plan, water service shall be disconnected immediately. The General Manager or authorized designee may waive delinquent fees, late charges, and other fees and charges, if such waiver is deemed to be in the best interest of the District.

The decision to install a flow restriction device or to disconnect a water service will be at the General Manager or authorized designee's discretion and dependent upon any relevant local or State mandates concerning such actions, available resources, and other pertinent considerations at the time. In the event a flow restriction device is to be installed, the customer will receive a 48-hour door hanger, subject to the adopted fee schedule, prior to the installation. The flow restrictor will remain in place until the past due balance is paid.

The Policy on Discontinuation of Residential Domestic Water Service or Installation of Flow Restrictor for Nonpayment can be found at Section 6.9 below.

6.7. Liens

The District may, in its sole discretion, continue service on a delinquent account on the condition that the Customer and/or Property Owner sign a lien, to be recorded in the office of the Ventura County Recorder. Such lien shall encumber all real property interests

owned by the Customer and/or Property Owner in the County of Ventura, and shall secure payment of the delinquent amount and any subsequently accruing charges, including interest, attorney's fees, and any other fees or charges incurred by the District in connection with collecting the amounts owed.

6.8. Pressure Zone Surcharges

Water Services may be subject to surcharges if the areas to be served are above the first hydraulic lift. Zone Surcharges are intended to reflect the actual cost of any additional pumping and shall be reviewed annually to assure that they reflect current costs.

6.9. Policy on Discontinuation of Residential Domestic Water Service or Installation of Flow Restrictor for Nonpayment

This Policy on Discontinuation and Flow Restriction of Residential Water Service for Nonpayment ("Policy"), required by state law with the passage of Senate Bill 998 (2018), applies to all District residential domestic water accounts (Classes I and II in Section 4.2.1); it does not apply to accounts for nonresidential water service or for irrigation meters at residential parcels. See Section 6.6 for nonresidential services.

6.9.1. Contact

District Customer Service can be reached at (805) 388-0226. Customers can also visit the District office Monday-Friday 9:00 A.M. to 4:30 P.M., except on District holidays.

6.9.2. Delinquency

As with bills for all water service, residential domestic water bills are due upon receipt and become delinquent when payment is not received in full for the billed amount by close of business of the delinquent date specified on the bill.

Delinquent balances for residential domestic water service are assessed late fees and accrue interest in accordance with Section 6.5.

Interest charges on delinquent bills will only be waived for customers who demonstrate a household income below 200 percent of the federal poverty level, as defined in Section 6.9.6, and will only be waived once every 12 months.

6.9.3. Discontinuation of Water Service for Nonpayment

If a bill is delinquent for at least sixty (60) days, the District may discontinue water service to the service address.

6.9.3.1. Written Notice to Customer

The District will provide a mailed notice, containing the following information, to the customer of record at least seven (7) business days before discontinuation:

- a. The name and address of the customer
- b. The amount of the delinquency
- c. The date by which payment or payment arrangements must be made to avoid discontinuation of service
- d. A description of the procedure to petition for bill review and appeal
- e. A description of the procedure by which the customer may request an alternative payment arrangement as described in Section 6.9.3.6.

6.9.3.2. Written Notice to Occupants or Tenants

If the District furnishes water through a master meter, provides individually metered service to a single-family dwelling, multi-unit residential structure, mobile home park, or farm labor camp, and the property owner or manager is the customer of record, or if the customer of record's mailing address is not the same as the service address, the District shall send a notice to the occupants living at the service address at least ten (10) business days before discontinuation of water service. The notice shall be addressed to "Occupant," contain the information in Section 6.9.3.1 above, and inform the residential occupants that they have the right to become customers of the District without being required to pay the amount due on the delinquent account. Terms and conditions for occupants to become customers are provided in Section 6.9.7.

6.9.3.3. Notice by Telephone

The District shall make a reasonable, good faith effort to contact the customer of record or an adult person living at the service address in person or by telephone at least seven (7) business days before discontinuation of service. The District shall offer to provide a copy of this Policy and to discuss options to avert discontinuation of water service for nonpayment, including the possibility of an alternative payment arrangement.

6.9.3.4. Posting of Notice at Service Address (door hanger)

If the District is unable to make contact with the customer or an adult person living at the service address by telephone and the mailed notice is returned as undeliverable, the District shall make a good faith effort to leave a notice of imminent discontinuation of residential service and a copy of this Policy or instructions on how to obtain one in a conspicuous place at the service address. The notice and copy of this Policy or instructions on how to obtain one shall be left at the residence at least forty-eight (48) hours before discontinuation of service. The notice shall include the information in Section 6.9.3.1.

6.9.3.5. Circumstances Under Which Service Will Not Be Discontinued

Per state law, exemptions from discontinuation of residential domestic water service due to nonpayment will be granted under the following circumstances:

- a. During local, state, or national emergency, as defined and declared by the appropriate level of government, that provides for a moratorium on water shutoffs.
- b. During an investigation by the District of a customer dispute or complaint
- c. During an appeal
- d. During the period of time in which a customer's payment is subject to a District-approved alternative payment arrangement and the customer remains in compliance with the approved payment arrangement
- e. Provided a customer meets all of the following special medical and financial conditions:
 - i. The customer, or a tenant of the customer, submits to Camrosa the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the State Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

- ii. The customer demonstrates that he or she is financially unable to pay for residential service within Camrosa's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within Camrosa's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares under penalty of perjury that the household's annual income is less than 200 percent of the federal poverty level.
- iii. The customer is willing to enter into an alternative payment arrangement.

If the special medical and financial conditions described above are met, the District shall offer the customer an alternate payment arrangement.

6.9.3.6. Alternative Payment Arrangements

The General Manager or authorized designee may agree to terms with a customer that is unable to pay to continue water service, restart service, and/or avoid a disconnection fee. If the Customer fails to meet the agreed-upon terms of the alternate payment plan, water service will be disconnected. The General Manager or authorized designee may waive delinquent fees, late charges, and other fees and charges, if such waiver is deemed to be in the best interest of the District. During alternative payment arrangements, water service may be limited, by the installation of a flow restriction device, to supplies adequate for human consumption, cooking, and sanitary purposes.

6.9.3.6.1. Requests

If a customer is unable to pay a bill during the normal payment period, the customer may request an alternative payment arrangement. It is the customer's responsibility to demonstrate that special medical and financial conditions, as described 6.9.3.5.a.i, exist. Requests must be submitted at least 48 hours prior to the disconnection date. The District will review requests within seven (7) business days; water service will not be discontinued during this time.

6.9.3.6.2. Alternative Payment Schedule

If approved by the District, a customer may pay the unpaid balance pursuant to an alternative payment schedule as determined by the District's General Manager or authorized designee that will not exceed twelve (12) months. During the period of the alternative payment schedule, the customer must remain current on all water service charges accruing during any subsequent billing periods. The alternative payment schedule and amounts due shall be set forth in writing and provided to the customer for their required signature indicating agreement and adherence to the schedule.

6.9.3.6.3. Failure to Comply

The customer must comply with the agreed upon payment schedule and remain current as charges accrue in each subsequent billing period. The customer may not request another payment schedule for any subsequent unpaid charges while paying delinquent charges pursuant to a previously agreed upon schedule. If the customer fails to comply with the terms of the agreed upon schedule for sixty (60) days or more, or fails to pay their current service charges for sixty (60) days or more, the District may discontinue water service to the customer's property.

6.9.3.6.4. Final Notice

The District will post a final notice of intent to disconnect service in a prominent and conspicuous location at the service address at least five (5) business days before discontinuation of service. The final notice will not entitle the customer to any investigation or review by the District.

6.9.3.6.5. Reductions/Waivers/Deferrals

Reductions, waivers, or deferrals of water service charges are not available.

6.9.3.6.6. Limits

Customers may only enter into one alternative payment arrangement at a time.

6.9.3.6.7. State of Emergency Exception

During a local, state, or national emergency, as defined and declared by the appropriate level of government, that provides for a moratorium on water shutoffs, failure to comply may result in water service being limited, by use of a flow restrictor or other measure, to supplies adequate for human consumption, cooking, and sanitary purposes.

6.9.3.7. Restoration of Service

Customers whose water service has been discontinued may contact the District by telephone or in person regarding restoration of service. Restoration shall be subject to payment of: (a) any past-due amounts, including applicable interest or penalties; (b) any reconnection fees, subject to the limitations in Section 6.9.6, if applicable; (c) and a security deposit, if required by the District. Payment must be made in cash, money order, debit card, or credit card. Check payments will not be accepted.

6.9.4. Installation of Flow Restrictors

At the discretion of the General Manager, flow restrictors may be used in circumstances that warrant continuation of water service at a limited flow rate. Flow restrictors limit the flow of water through a meter, maintaining customer access to water sufficient for health and sanitary uses while limiting the nonrevenue water loss due to customers who are not paying their bill.

This section applies to all customer types and services.

6.9.4.1. Notice

Customers will be noticed by door hanger at the service address 48 hours prior to the installation of the flow restrictor.

6.9.4.2. Removal

The flow restrictor will be removed and full service restored once the account has been brought current, an alternative payment arrangement has been agreed upon, or as determined by the General Manager or designee.

6.9.5. Procedures to Contest or Appeal a Bill**6.9.5.1. Initiation**

A customer may initiate a complaint or request an investigation regarding the amount of a bill within ten (10) days of receiving a disputed bill. For purposes of this Policy, a bill shall be deemed received by a customer five (5) days after mailing.

6.9.5.2. Review by District

A timely complaint or request for investigation shall be reviewed by a manager of the District, who shall provide a written determination to the customer. The review will include consideration of whether the customer may receive an alternative payment arrangement. The District may at its discretion review untimely complaints or requests for investigation.

6.9.5.3. Appeal

Any customer whose timely complaint or request for an investigation resulted in an adverse determination by the District may appeal the determination. A written notice of appeal must be received by the District within ten (10) business days of the District's mailing of its determination. Following receipt of a request for an appeal or review, a hearing date shall be promptly set before the General Manager or authorized designee. After evaluation of the evidence provided by the customer and the information on file with the District concerning the water charges in question, the General Manager or authorized designee shall render a decision as to the accuracy of the water charges set forth on the bill and shall provide the appealing customer with a brief written summary of the decision.

6.9.6. Reconnection Fee Limits and Waiver of Interest for Low-Income Customers

The District will deem a residential customer to have a household income below 200 percent of the federal poverty line if: (a) any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or (b) the customer declares under penalty of perjury that the household's annual income is less than 200 percent of the federal poverty level. The District reserves the right to request documentation verifying the member of the household receives benefits at the property.

For residential customers who demonstrate to the District a household income below 200 percent of the federal poverty line, the District shall charge the standard rate for reconnection with the following limits:

- a. Limit any reconnection fees during normal operating hours to fifty dollars (\$50), and during non-operational hours to one hundred fifty dollars (\$150). The limits will only apply if the District's reconnection fees actually exceed these amounts. These limits are subject to an annual adjustment for changes in the Bureau of Labor Statistics' Consumer Price Index for All Urban Consumers (CPI-U) beginning January 1, 2021.

For residential customers who demonstrate to the District a household income below 200 percent of the federal poverty line request an interest waiver, the District shall waive interest charges on delinquent bills once every 12 months.

6.9.7. Procedures for Occupants or Tenants to Become Customers**6.9.7.1. Applicability**

This section applies only when the property owner, landlord, manager, or operator of a residential service address is listed as the customer of record and has been issued a notice of intent to discontinue water service due to nonpayment.

6.9.7.2. Agreement to District Terms and Conditions of Service

The District shall make service available to the occupants if each occupant agrees to the terms and conditions of service and meets the requirements of the District's

rules and regulations, including deposit requirements. However, if at least one of the occupants is willing to assume responsibility for all subsequent charges, or if there is a physical means of discontinuing service to those occupants who do not meet the District's rules and requirements, then the District shall make service available to the occupants who do meet them.

6.9.7.3. Verification of Tenancy

To be eligible to become a customer without paying the amount due on the delinquent account, the occupant shall verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating that the occupant is renting the property, or information disclosed pursuant to Section 1962 of the Civil Code, at the discretion of the District.

6.9.8. Other Remedies

In addition to discontinuation of water service, the District may pursue any other remedies available in law or equity for nonpayment of water service charges, including, but not limited to: securing delinquent amounts by filing liens on real property, filing a claim or legal action, or referring the unpaid amount to collections. In the event a legal action is decided in favor of the District, the District shall be entitled to the payment of all costs and expenses, including attorneys' fees and accumulated interest.

6.9.9. Discontinuation of Water Service for Other Customer Violations

The District reserves the right to discontinue water service for any violations per District ordinances, rules, or regulations other than nonpayment.

SEWER SERVICE

7. SEWER SERVICE GENERAL

The District protects the health, welfare and safety of the local residents by constructing, operating and maintaining a system of local sewers and laterals, trunk sewers and interceptors, and liquid waste treatment and disposal facilities to serve the homes, industries and commercial establishments throughout the District and surrounding environs as required by State and Federal law.

The District shall devote its best efforts to plan for and, on a case by case basis if necessary, prioritize provision of sewer services to proposed lower income housing developments pursuant to Government Code Section 65589.7.

Development projects that include lower income housing units shall not be denied approval of an application for service, nor shall conditions be imposed thereon or services reduced which are applied for, unless the District makes specific written findings that the denial, condition or reduction is necessary due to the existence of one or more of the following:

1. Insufficient sewer treatment or sewer collection capacity;
2. A Regional Water Quality Control Board order prohibiting new sewer connections; and/or
3. The proposed development applicant has failed to agree to reasonable terms and conditions.

The District shall not discriminate in any manner when processing and considering requests for services by proposed developments that include lower income housing units.

7.1. Sewer Service Area

Camrosa Water District has facilities capable of providing Sanitary Service to approximately 50 percent of its Customers. The boundaries of the existing sewer service area are the US-Highway 101 north to Worth Way, between Calleguas Creek on the west and Tuscan Grove on the east. Camrosa also sewers California State University Channel Islands and other adjacent Properties.

7.2. Demarcation of Sewer Service Responsibilities

7.2.1. Demarcation of District Facilities

For the purpose of defining the location at which District facilities end and private facilities begin, the cleanout on sewer lateral connections to private property, located behind the curb, gutter, or sidewalk, shall serve as the point of demarcation.

7.2.2. Customer Responsibility

The point of demarcation of District facilities shall not serve as the point where obstructions causing a backup of wastewater within the lateral cease to be the responsibility of the Customer. It is the responsibility of the Customer to maintain clear and free flow in the lateral from their property all the way to the District sewer main. This includes clearing obstructions caused by something flushed or dropped into the lateral or caused by root intrusion from nearby landscaping. Simply causing the obstruction to pass the demarcation point does not then place the responsibility for correction of the problem onto the District. Root intrusion caused by City or County placed trees or shrubs is, likewise, the Customer's responsibility to correct and then, if so inclined, to file a claim with the appropriate agency.

7.2.3. Liability for Property Damage

The District shall not be liable for damage to private property caused by blockage in a sewer lateral. The District may assume liability only in instances when a backup in the District sewer main causes damage to private property.

7.3. Water Reclamation Policy

The District is committed to a policy of wastewater reclamation and reuse in order to provide an alternate source of water supply and to reduce overall costs of wastewater treatment and disposal. In order to meet California Water Code Title 22 recycled water standards at the CWRF, commercial and industrial sewer Customers are required to meet Camrosa's Ordinance 22 discharge regulations.

7.4. Eligibility for Sewer Service

Connection to the District's sewer facilities is authorized once the prospective Customer has completed the application process, all fees have been paid, the connection meets District construction standards, and the type and volume of discharge is not detrimental to either the collection system or the treatment process. The use of the sewerage system is subject to regulation by the District.

7.5. Regulation of Sewer Service

Camrosa's Ordinance 22, Industrial Waste and Sanitary Service Ordinance Regulating and Controlling Sewage Liquid Waste and Industrial Waste Discharges controls and regulates the discharge of sewage, liquid waste, and industrial waste directly or indirectly into the sewerage system and disposal works of the Camrosa Water District. The provisions of Ordinance 22 are fully incorporated by reference into these rules and regulations, and shall apply to the discharge of all wastes, directly or indirectly, to a public sewer of the District. Ordinance 22 establishes the quality and quantity of discharged wastes; the degree of waste pretreatment required; the issuance of industrial wastewater discharge permits; the establishment of fees and charges; and the establishment of fees, charges, and penalties for violation. Provisions are made within the Ordinance to regulate commercial and industrial waste discharges, comply with State and Federal government requirements and policies, and meet increasingly higher standards of treatment plant effluent quality and environmental consideration. Methods of cost recovery are also established where the industrial waste discharge would impose unreasonable collection, treatment or disposal costs on the District.

CONSTRUCTION SPECIFICATIONS**8. INCLUSION OF SPECIFICATIONS BY REFERENCE**

The design and construction of water and sewer lines and other appurtenances within the District's service area shall comply with Camrosa's published specifications.

IMPLEMENTATION**9. IMPLEMENTATION AND PRIOR RULES AND REGULATIONS**

This Ordinance supersedes all prior Ordinances and Resolutions relating to rules and regulations for water and sanitary services.

AUTHORITY FOR IMPLEMENTATION**10. DISCRETIONARY AUTHORITY PROVIDED TO THE GENERAL MANAGER**

The General Manager is herein provided discretionary authority to interpret this ordinance and implement its provisions. This authority includes the determination of eligibility for service, the availability of facilities and capacity, and compliance with this ordinance; the application of fees; the resolution of billing disputes, and the negotiation of agreements. The Camrosa Board of Directors may address unresolved disputes. The decision of the Board of Directors regarding such disputes is final.

Board Memorandum

June 23, 2022

To: Board of Directors

From: General Manager

Subject: Stage Two Water Supply Shortage

Objective: Incorporate the latest regulations into a Stage Two Water Supply Shortage declaration.

Action Required: Adopt Resolution 2022-08, Declaring a Stage Two Water Supply Shortage.

Discussion: At its May 26, 2022 meeting, the Camrosa Board of Directors adopted Resolution 22-03 Declaring a State Two Water Supply Shortage.

In the time since, requirements and expectations from the District's wholesalers have shifted. At a special meeting on June 16, 2022, the Board discussed the latest requirements from Metropolitan and Calleguas. The attached resolution reflects these requirements as a new Stage Two Water Supply Shortage declaration. The one-day-a-week watering restriction is preserved, with the additional restriction of ten minutes per irrigation station. All outdoor irrigation with potable water at commercial, industrial, and institutional properties within the Camrosa service area is prohibited, with the exception of parks and other "functional" turf, which is expected to achieve a thirty-percent reduction from 2020, and potable agricultural customers, who are expected to achieve a twenty-percent reduction from 2020. Trees and other permanent non-turf plantings may continue to be watered outside of those limitations with drip systems or by hand watering.

Resolution No: 22-08

A Resolution of the Board of Directors
of Camrosa Water District

Declaring a Stage Two Water Supply Shortage

Whereas, California has received record-low precipitation for two years in a row; and

Whereas, the California Department of Water Resources has limited State Water Project (SWP) allocations to five percent of contracted amounts for two years in a row; and

Whereas, the Metropolitan Water District of Southern California (MWD) does not have sufficient supply to meet normal demand in areas of its service area that rely primarily on SWP water, the so-called “State Water Project Dependent Area,” which includes Camrosa; and

Whereas, MWD therefore, on April 26, 2022, implemented an Emergency Water Shortage Conservation Program in the State Water Project Dependent Area requiring its retail customers to implement certain restrictions, including the limitation of outdoor irrigation to ten minutes per station one day a week, monitoring and enforcement mechanisms, and a pathway to prohibiting all outdoor watering; and

Whereas, Calleguas Municipal Water District (CMWD), a MWD member agency and Camrosa’s wholesaler of MWD water, on April 27, 2022, also declared a water shortage emergency and implemented the same Emergency Water Shortage Conservation Program; and

Whereas, on May 24, 2022, the State Water Resources Control Board adopted Resolution No. 2022-0018, to Adopt an Emergency Regulation to Reduce Water Demand and Improve Water Conservation, which, among other things, prohibits the use of potable water to irrigate nonfunctional turf on commercial, industrial, and institutional properties, with certain exemptions; and

Whereas, Camrosa’s Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services, describes the implementation of the District’s Water Shortage Contingency Plan, adopted in accordance with state regulations, as a series of Water Supply Shortage “stages” with associated conservation measures; and

Whereas, Ordinance 40 provides for flexibility in the implementation of Water Supply Shortage or Water Emergency stages to meet current conditions;

Now, Therefore, Be It Resolved, that the Board of Directors of the Camrosa Water District hereby declares, effective June 1, 2022, a Stage Two Water Supply Shortage, modifying the standard Stage Two described in Ordinance 40 to limit potable outdoor irrigation to ten minutes per station one day a week, with even-numbered street addresses irrigating on Tuesdays and odd-numbered addresses on Thursdays; and

Be It Further Resolved, that in accordance with California state Emergency Regulations, outdoor irrigation with potable water of nonfunctional turf at commercial, industrial, and institutional parcels within the District service area is hereby prohibited; and

Be It Further Resolved, that, in recognition of the importance of the urban canopy and permanent plantings to erosion control, fire protection, and other uses, the use of water to ensure the health of trees and other perennial non-turf plantings is not prohibited; and

Be It Further Resolved, that parks, schools, ballfields, and other civic and community uses of functional turf are exempt these limitations but are expected to achieve a thirty-percent reduction in water use from 2020; and

Be It Further Resolved, that potable agricultural customers are also exempt from these limitations but are expected to achieve a twenty-percent reduction in water use from 2020; and

Be It Further Resolved, that in addition to the restrictions identified above, all restrictions of at Stage One Water Supply Shortage, the permanent Water-Use Prohibitions, and the Stage Two monitoring and enforcement described in Ordinance 40 also apply; and

Be It Further Resolved, that should MWD or CMWD declare restrictions prohibiting outdoor irrigation, the Camrosa Board of Directors will promptly consider implementing such a restriction; and

Be It Further Resolved, that all these restrictions apply only to potable water and do not apply to nonpotable or recycled water served by Camrosa to its customers.

Adopted, Signed, and Approved this 23rd day of June, 2022.

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

(ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

Board Memorandum

June 23, 2022

To: General Manager

From: Tamara Sexton, Finance Manager

Subject: Fiscal Year 2022-2023 Operating and Capital Budget

Objective: Adopt the Fiscal Year 2022-2023 Operating and Capital Budget.

Action Required: Adopt a Resolution of the Board Adopting the Operating and Capital Budget for Fiscal Year 2022-2023.

Discussion: The District's Fiscal Year (FY) 2022-2023 budget is presented for Board review and adoption. Information related to the draft budget was presented to the Board at the March 10, March 24, April 7, April 21, May 26, and June 9, 2022 Board meetings. There have been no material changes in the proposed revenues, expenses, or capital improvement projects since the last Board meeting.

The budget describes, from a financial perspective, the resources required to fund the District's planned operating and capital programs for the coming fiscal year. The budget identifies all revenue and expenditure categories and their impact on District cash reserves and is used as a tool to monitor and track District activities over the year. A goal in the development of the District's budget is to provide its customers with the highest level of service consistent with the prudent management of public funds. The budget is included under separate cover.

Resolution No: 22-09

A Resolution of the Board of Directors
of Camrosa Water District

**Adopting the Operating and Capital Budget
for Fiscal Year 2022-2023**

Whereas, Staff and Management of the Camrosa Water District have developed a one-year operating and capital budget for Fiscal Year 2022-2023; and

Whereas, the budget includes projections of operating and capital revenues and expenditures as well as changes in cash reserves in all District funds for Fiscal Year 2022-2023; and

Whereas, on June 9, 2022, the proposed draft budget for Fiscal Year 2022-2023 was presented and reviewed at a regular meeting of the Board of Directors of the District; and

Whereas, the final budget for Fiscal Year 2022-2023 was presented and considered by the Board of Directors at a regular meeting of June 23, 2022; and

Whereas, the Board of Directors has determined that the proposed budget is consistent with the effective delivery of services by the District; and

Whereas, the Board of Directors has determined that the budget shows that with necessary Board action there will be sufficient District revenues and financial reserves to meet the District's financial obligations over the next fiscal year; and

Whereas, it is the desire of the Board of Directors to adopt the Operating and Capital Budget for Fiscal Year 2022-2023.

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the Operating and Capital Budget for Fiscal Year 2022-2023, attached hereto, is hereby approved and adopted.

Adopted, Signed, and Approved this 23rd day of June, 2022.

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

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

(ATTEST)



Operating & Capital Budget
FISCAL YEAR
2022-2023

CAMROSA WATER DISTRICT



BUILDING WATER
SELF-RELIANCE

MISSION STATEMENT

“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.”

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*

General Manager

Tony L. Stafford

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*California Society of
Municipal Finance Officers*

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2021-2022***

Presented to the

Camrosa Water District

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

February 28, 2022



Marcus Pimentel

**Marcus Pimentel
CSMFO President**

Michael Manno

**Michael Manno, Chair
Recognition Committee**

Dedicated Excellence in Municipal Financial Reporting

List of Acronyms and Abbreviations

AF	Acre-Foot/Feet
ACWA-JPIA	Association of California Water Agencies-Joint Powers Insurance Agency
AMR	Automated Meter Reader/Reading
ASRB	Arroyo Santa Rosa Basin
AWAVC	Association of Water Agencies Ventura County
CIMIS	California Irrigation Management Information System
CIP	Capital Improvement Program
CMWD	Calleguas Municipal Water District
CSUCI	California State University of Channel Islands
CSMFO	California Society of Municipal Finance Officers
CWRF	Camrosa Water Reclamation Facility
DWR	Department of Water Resources
EDU	Equivalent Dwelling Unit
ELAP	Environmental Laboratory Accreditation Program
FTE	Full-time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Account Standards Board
GFOA	Government Finance Officers Association
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
HCF	Hundred Cubic Foot
LAIF	Local Agency Investment Fund
MG	Million Gallons
MGD	Million Gallons per Day
MOU	Memorandum of Understanding
MS	Meter Station
MSF	Meter Service Fee
MWD	Metropolitan Water District
NPDES	National Pollutant Discharge Elimination Systems
PDR	Preliminary Design Report
PERS	Public Employees' Retirement System
PFAS	Polyflouroalkyl Substances
PS	Pump Station
PV	Pleasant Valley
PZ	Pressure Zone
RMWTP	Round Mountain Water Treatment Plant
SCADA	Supervisory Control and Data Acquisition
SGMA	Sustainable Groundwater Management Act
SRGWMP	Santa Rosa Groundwater Management Plan
SWP	State Water Project
SWQCB	State Water Quality Control Board
SWRCB	State Water Resources Control Board
TCP	1, 2, 3,-Trichloropropane
THM	Trihalomethanes
UWMP	Urban Water Management Plan

Glossary

The FY2022-23 budget contains terminology that is unique to public finance and budgeting. The following Budget Glossary provides assistance in understanding these terms.

Accrual Basis of Accounting: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of cash receipts and disbursements.

Acre-Foot: The volume of water that will cover one acre to a depth of one foot. One acre-foot equals 435.6 units or 325,850 gallons.

Appropriation: The annual budget adopted by the District's Board for monitoring and control purposes, serving as a financial plan.

Balanced Budget: A balanced financial plan for a specified period of time that matches all planned revenues and expenditures with various services. The District uses a fiscal year beginning July 1 and ending June 30 for budgetary and financial reporting purposes.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are authorized in a District bond resolution. Bonds are frequently used for construction of large capital projects such as buildings, reservoirs, pipelines and pump stations.

Capital Budget: The portion of the annual budget that appropriates funds for the purchase of capital equipment items and capital improvements. These expenditures are separate from regular operating items, such as salaries, utilities and office supplies.

Calleguas Municipal Water District: The District has access to Metropolitan Water District (MWD) imported water through Calleguas Municipal Water District's entitlement as a member agency of MWD.

Capital Improvement Program: A long-range plan for the construction, rehabilitation and modernization of District owned and operated infrastructure.

Class of Service: All customers are classified based on the primary use of water on their parcel; broad classifications include (but are not limited to) residential, industrial, agriculture, etc. The water rate per unit is determined by this classification.

Debt Service Coverage Ratio: The ratio of net revenue to annual interest and principal payments on debt.

Debt Service: The District's obligation to pay the principal and interest of bonds and other debt instruments according to a predetermined payment schedule.

Depreciation: An expense recorded to allocate a tangible asset's cost over its useful life.

Enterprise Fund: Fund that provides goods or services to the public for a fee that makes the entity self-supporting.

Equivalent Dwelling Unit: A one single-family dwelling unit or its equivalent. An equivalent dwelling unit is assumed to discharge wastewater at a flow and strength equal to that of an average single-family dwelling unit.

Expenditure: These terms refer to the outflow of funds paid or to be paid for assets, goods or services obtained regardless of when actually paid. *Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended in a future period.

Fiscal Year: Twelve-month term designating the beginning and ending period for recording financial transactions. The District has specified July 1 to June 30 as its fiscal year.

Fixed Asset: Items with an original cost greater than \$1,000, and less than or equal to \$5,000. Typically, a fixed asset has an economic useful life longer than three years; maintains its identity, either as a separate item or as identifiable component; is not a repair part or supply item; and is used to conduct District activities.

Fund Balances: The current funds on hand resulting from the historical collection and use of monies. The difference between assets and liabilities reported in the District's Operating Fund plus residual equities or balances and changes therein.

Interest Income: Earning from the investment portfolio.

Late Charges/Penalties: Charges and penalties are imposed on customer accounts for late payments, returned payments, and other infringement of the District's Rules and Regulations.

Meter Service Charge: Each water service customer pays a monthly meter service charge for water system replacement, maintenance and operation expenses. The charge is based on the size of the meter and class of service.

Metropolitan Water District: MWD is one of 30 agencies that have contracted for imported water service from the State Water Project, owned by the State and operated by the California Department of Water Resources.

Set-up Fees for Accounts: A charge is added for each new account, and whenever an existing account is transferred to another customer. This fee contributes to the administrative costs associated with establishing new accounts.

State Water Project: The State Water Project (SWP) transports water from the Sacramento-San Joaquin Delta via the California Aqueduct to four delivery points near the northern and eastern boundaries of the MWD service area. The SWP is owned by the State and operated by the California Department of Water Resources.

Unit: 748 gallons of water equals a single Hundred Cubic Feet (HCF) Unit. The District bills its customers in HCF Units.

Water Connection Fees: Charges paid by customers to connect to a District water system for water service. Connection fees are the cost of buying into the existing distribution system, and are determined by the meter size, the District capacity fee, and zone charge.

Water Rates: Rates vary among classes of service and are measured in HCF Units. Most rates in the District are based on a two-tier accelerated block structure. Tier 1 is the first 12 HCF Units and Tier 2 is water use above 12 HCF Units.

Budget Message

Camrosa Water District (District) is pleased to present its Fiscal Year (FY) 2022-23 Operating and Capital Budget. The purpose of this document is to identify and allocate the resources necessary to accomplish the District's mission: to deliver reliable, safe, and cost-effective water and wastewater service to its varied customer base. It is also intended to present the financial health of the District in a clear and concise manner for the Board of Directors, our customers, and other interested parties.

The California Water Crisis

Just two years after one of the wettest winters on record, the California Department of Water Resources (DWR) and Metropolitan Water District (MWD) do not have sufficient supply to meet normal demands.

This crisis is the culmination of decades of failed State water policy and has its roots in California's turn away from supporting major water infrastructure projects and towards perpetual demand management. DWR has stood by while litigants and legislators whittled away at its ability to fulfill its contractual obligations on the State Water Project. MWD has applied a portion of every dollar it has ever collected from its ratepayers to build out and maintain its Colorado River Aqueduct system and yet its conveyance is so constrained that it is unable to move significant quantities of that water to certain parts of its service area. On April 26, 2022, MWD created separate rules for these so-called "State Water Project Dependent Areas" (SWPDA), requiring draconian conservation measures of agencies in these areas to which MWD's other customers are not subject. The next day, Calleguas followed suit.

Being within this area and continuing to be dependent on the imported water that MWD and Calleguas provide, Camrosa was compelled to choose between one-day-a-week watering of what is deemed "non-functional" turf and an allocation system that would leave the District with even less supply. On May 26, 2022, the District declared a Stage Two Water Supply Shortage, moving to one-day-a-week watering for residential and ornamental turf, requesting a 30% reduction from customers with parks, ballfields, and other community turf uses and a 20% reduction from potable agricultural users. We anticipate that this is the first of increasingly stringent conservation mandates, ratcheting down to no outdoor watering by summer's end. Should we face another dry winter, statewide mandates capping water consumption at health and safety levels will be a reality. For a state with the fifth largest economy in the world, this is an unmitigated disaster.

Providing a reliable source of water for our ratepayers is Camrosa's core mission, and we have long been focused on building the District's self-reliance to buffer against this cycle of planning failures and reactive edicts. **The Board of Directors does not believe that conservation should become "a way of life," as recent state legislation would have it, or that "brown is the new green."** Efficiency is important—in water as in the other resources of which we are stewards, including energy and public funds—but the District's purpose is to provide the water our customers need. We have slashed our dependence on imported water over the last twenty years, developing local projects like a brackish groundwater desalter and non-potable distribution systems to achieve greater control over our supply portfolio.

What this winter has demonstrated is that we need to accelerate the timeline for self-reliance.

Doubling down on self-reliance will form the backbone of Camrosa's planning efforts for years to come. We're starting this fiscal year, with feasibility studies and design for additional wells, backup wells, and treatment plants to increase our local production. In the spring of 2022, we overhauled the District's Strategic Plan, and in June approved the start of a multiphase Master Plan to chart the District's course to true independence.

Externalities

COVID-19 did not dominate operational concerns to the same extent it did in FY2020-21. The District made it through FY2021-22 with no impact on our ability to deliver water or provide wastewater services and does not anticipate any significant impacts in FY2022-23. Productivity appears to remain undiminished by hybrid work

arrangements, no employees have been furloughed, and the District does not expect that there will be an impact to personnel expenses from the response to COVID-19 in FY2022-23.

Equipment and materials delays continued, translating to longer lead times on orders and longer timelines on projects. This scarcity, as well as shipping constraints and general materials market volatility, has led to significant escalations in project costs. Fuel cost increases impacted the availability and cost of materials, equipment, and shipping, as well. The general construction and materials industries continue to see rising prices across the globe.

The Impact of Weather

In the last ten years, Southern California has seen the wettest and driest months on record. The state saw both during just the 2021-22 rain season. These dramatic weather swings, depicted in Figure 1 below, exemplify the difficulty of forecasting water sales and highlight the necessity of maintaining a conservative financial outlook.

After the highest precipitation totals for the month in state history in December 2021, California experienced the driest January, February, and March in more than 100 years at the start of 2022. DWR's Final Snow Survey of April 1, 2022 reported the water content of California snowpack was 38% of normal. DWR initially set the SWP allocation at 15% of contracted amounts and but eventually lowered it to five—for the second year in a row. Not only was a second consecutive 5% allocation unprecedented in the project's 70-plus-year history, it was not even considered in the range of possibilities at the planning level at DWR or MWD. As recently as the spring of 2021, during the compilation of Urban Water Management Plans, MWD reassured its customers that it had adequate storage to carry its service area through five dry years.

Locally, rainfall through April 30 was 10.96 inches, recorded from the Leisure Village CIMIS station, which is slightly more than the ten-year average rainfall for the District of 9.712 inches a year and below the historical average of 15.2 inches a year. Local precipitation can impact demand, especially among agricultural customers and those with large landscapes, and it is important for recharging groundwater basins, which we produce from now for local supplies and plan to increasingly rely on in the near future. Whether or not the trend towards lower precipitation we've seen over the last couple decades continues, Camrosa plans to adaptively manage its groundwater basins to maximize aquifer storage and recharge water—whether its rainwater or another source.

Average Rainfall Fiscal Years 2013-2022

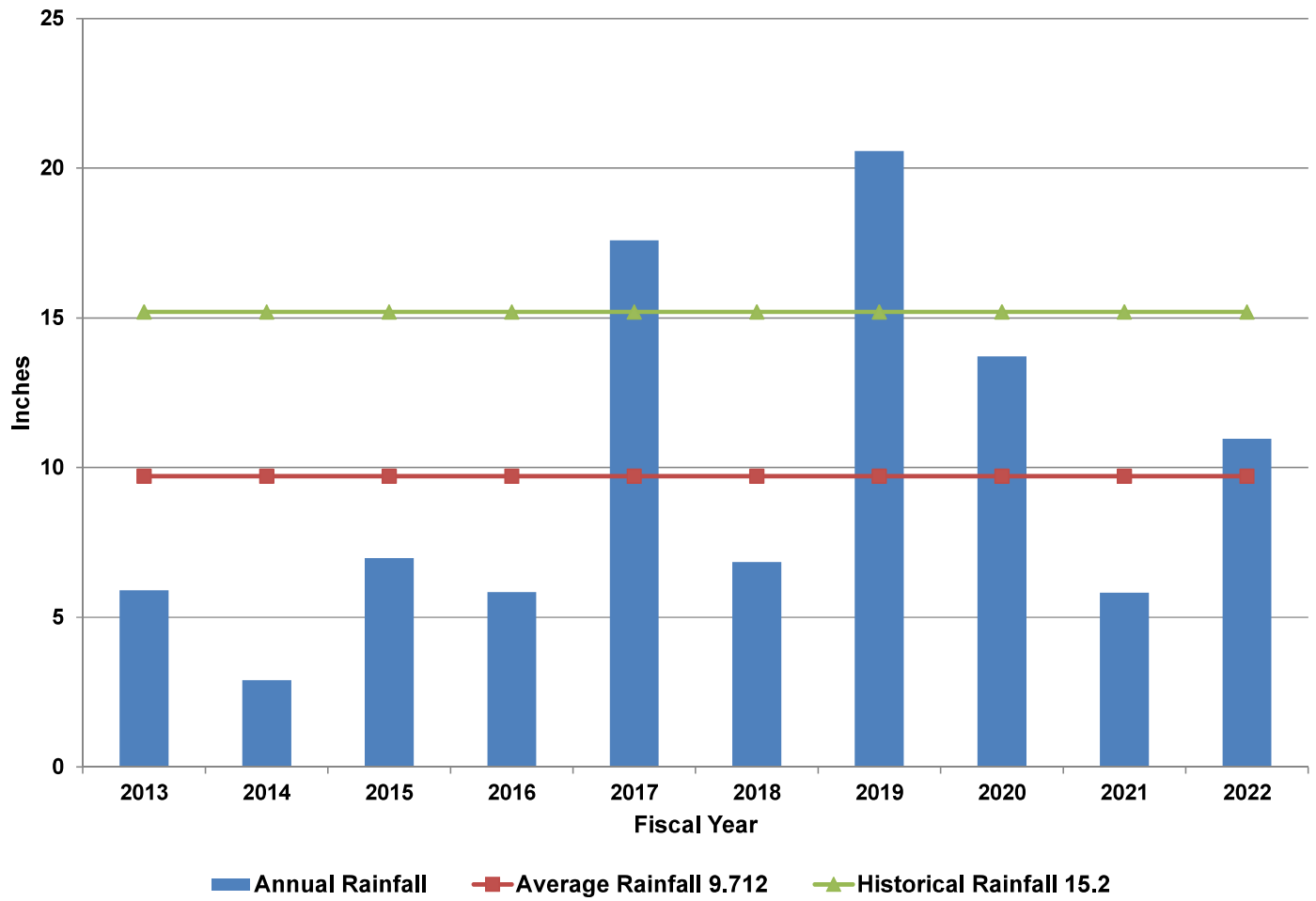


Figure 1 – Average Rainfall

In general terms, the District went from delivering approximately 17,000 AFY before the FY2014-15 drought to slightly less than 12,860 AFY in FY2015-16. Variable weather in the years since make it difficult to determine the cause for water-use patterns in the District service area, but generally speaking the trend is towards less per capita water use than in previous decades. The FY2022-23 budget was developed using a three-year average of water sales, less 20% reduction of residential usage, to arrive at a projection of 12,257 AF. This is a modest reduction from the FY 2021-22 budget of 13,217 AF and projected end of year sales of 13,318 AF.

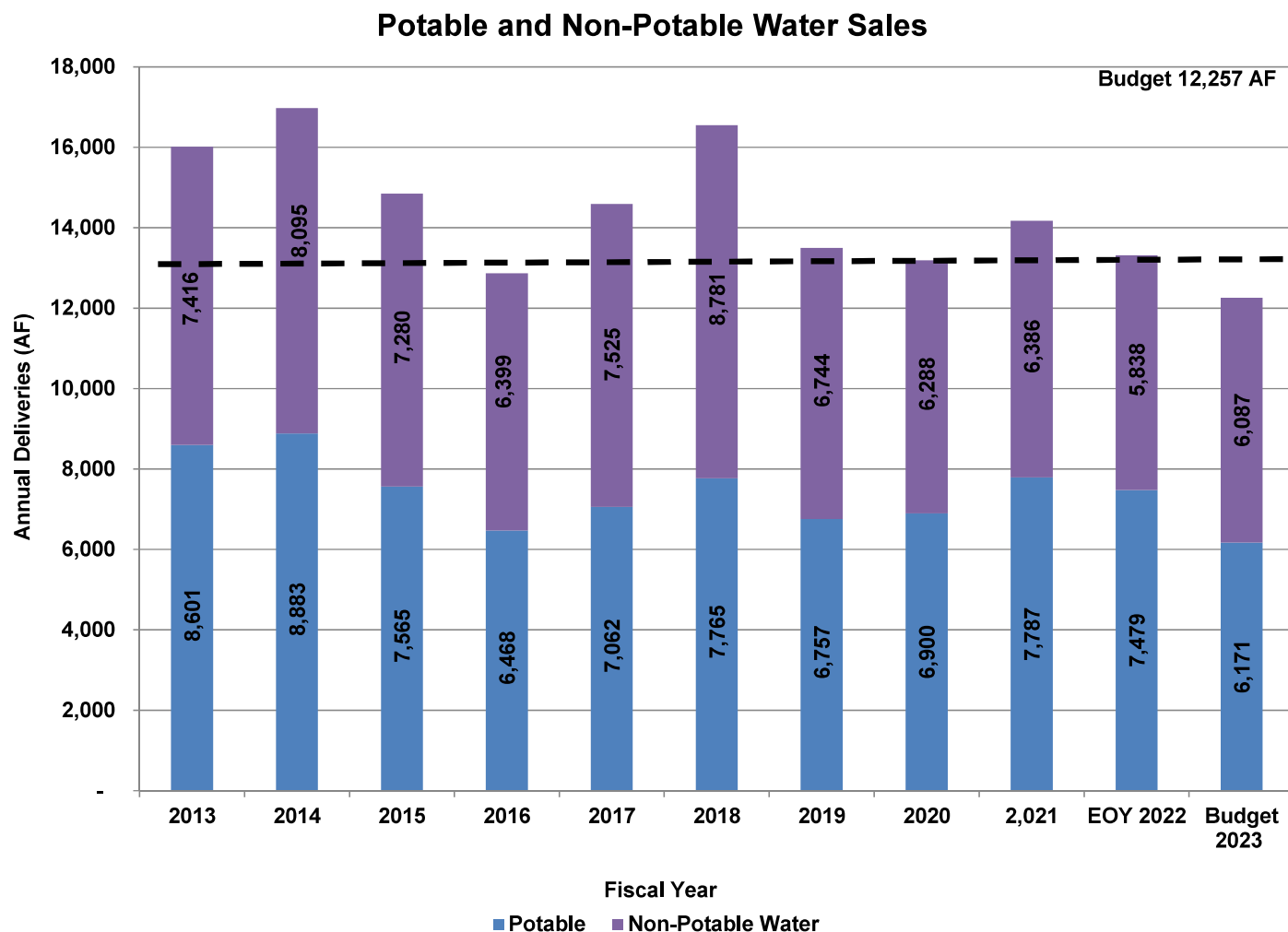


Figure 2 – Potable and Non-Potable Water Sales

Increase of Imported Water Costs

Where Camrosa lies in the Metropolitan Water District service area, the “imported water” we purchase from them, via Callegaus, is primarily State Water Project (SWP) water from the Sacramento-San Joaquin Delta. It is the most expensive water in Camrosa’s supply portfolio. The District’s primary strategy for decades has been to reduce dependence on imported water by developing local resources. Reducing the proportion of Camrosa’s water supply that we have to import helps mitigate the effects of reduced water sales; less of that total goes to cover the cost of imported water and can be redirected instead into additional local-resource projects. Figure 3 reflects the District’s efforts to develop self-reliance over the last 20 years.

The trend was reversed in 2019, when the District’s largest local resource, the Conejo Wellfield, was taken offline ahead of building a treatment plant to treat for the newly-regulated contaminant, 1,2,3–Trichloropropane (TCP), a synthetic organic compound that was an impurity in certain soil fumigants used in agriculture. The Camrosa Board of Directors insisted that Camrosa ratepayers should not bear the costs of treatment for the contamination and successfully persuaded the manufacturers of the offending pesticides to pay for the construction of the treatment plant.

In the meantime, we have worked hard to bring other new sources online (PV Well #2) and increase production at existing wells. The FY2022-23 budget assumes that IMPORTED water will constitute 47% of Camrosa’s potable water supply, with 53% coming from local groundwater. In FY2021-22, the budget assumed 64% imported water and 36% groundwater. The change in FY2022-23 is related to lower water demand due to mandated conservation and the Conejo Wellfield coming into production in December 2022.

In FY2021-22, imported water comprised 43% of total water supply. The new PV Well #2 came online in September 2020, providing a much-needed boost to local production. Adjustments to the well in the fall of 2021 doubled production. Other local water sources performed within range of budgeted amounts. Work to increase production from the Tierra Rejada and Penny wells is expected to be complete in the first half of FY2022-23. The fiscal year will also see investigations into the redundancy of the University Well and a third Pleasant Valley Basin well.

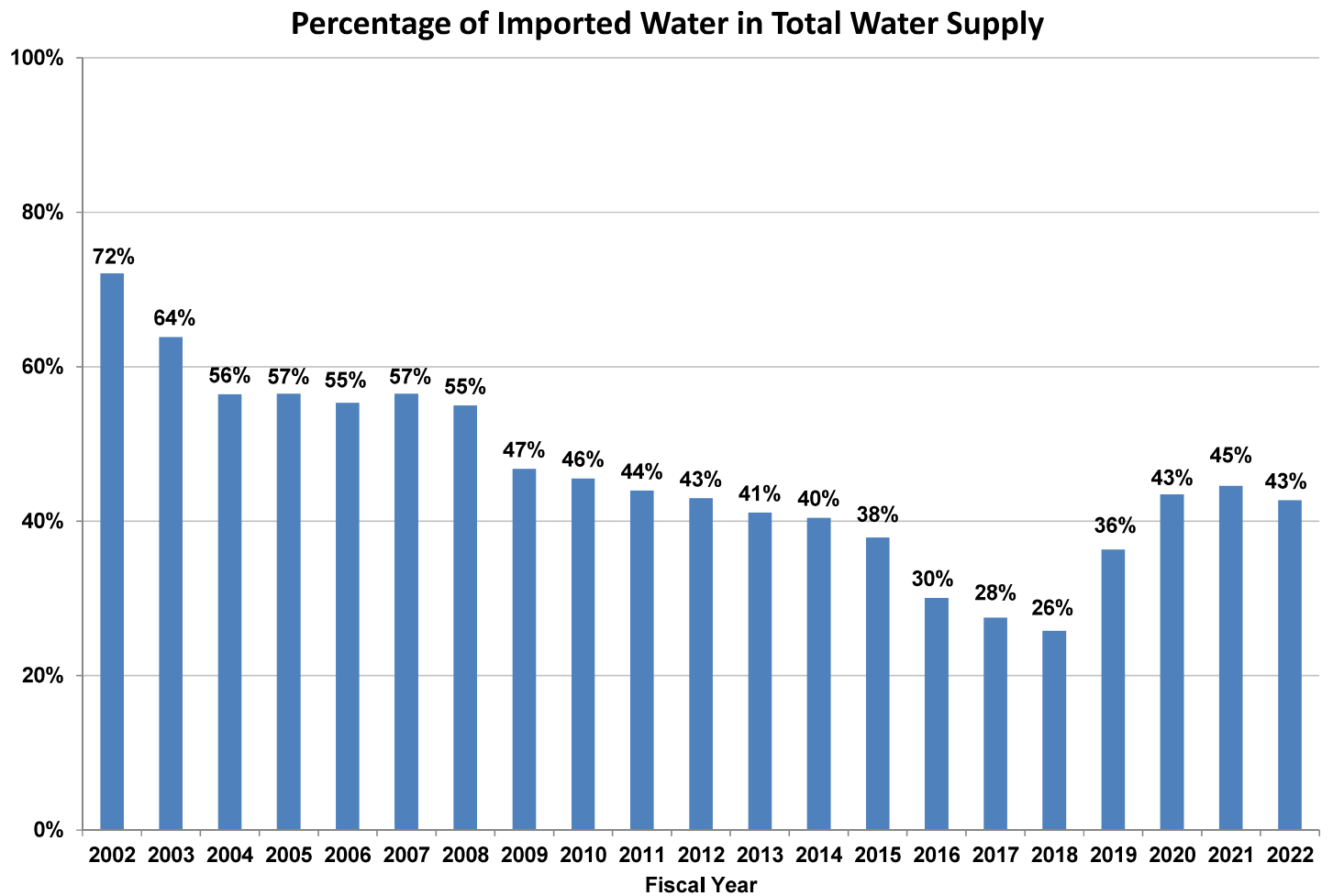


Figure 3 – Percentage of Import Water in Total Water Supply

The following graph demonstrates the effects of Camrosa’s commitment to building self-reliance over the last 20 years. As the diversity of supply sources increases, the percentage of the portfolio filled by imports has decreased. Since the Conejo Creek Project came online in 2003, Camrosa’s demand on imported water has fallen off dramatically. Optimizing operations—filling reservoirs, moving water, blending water—has also allowed us to further reduce imports. Reductions in total water use since 2014 reflect emergency conservation regulations mandated during the drought through 2016.

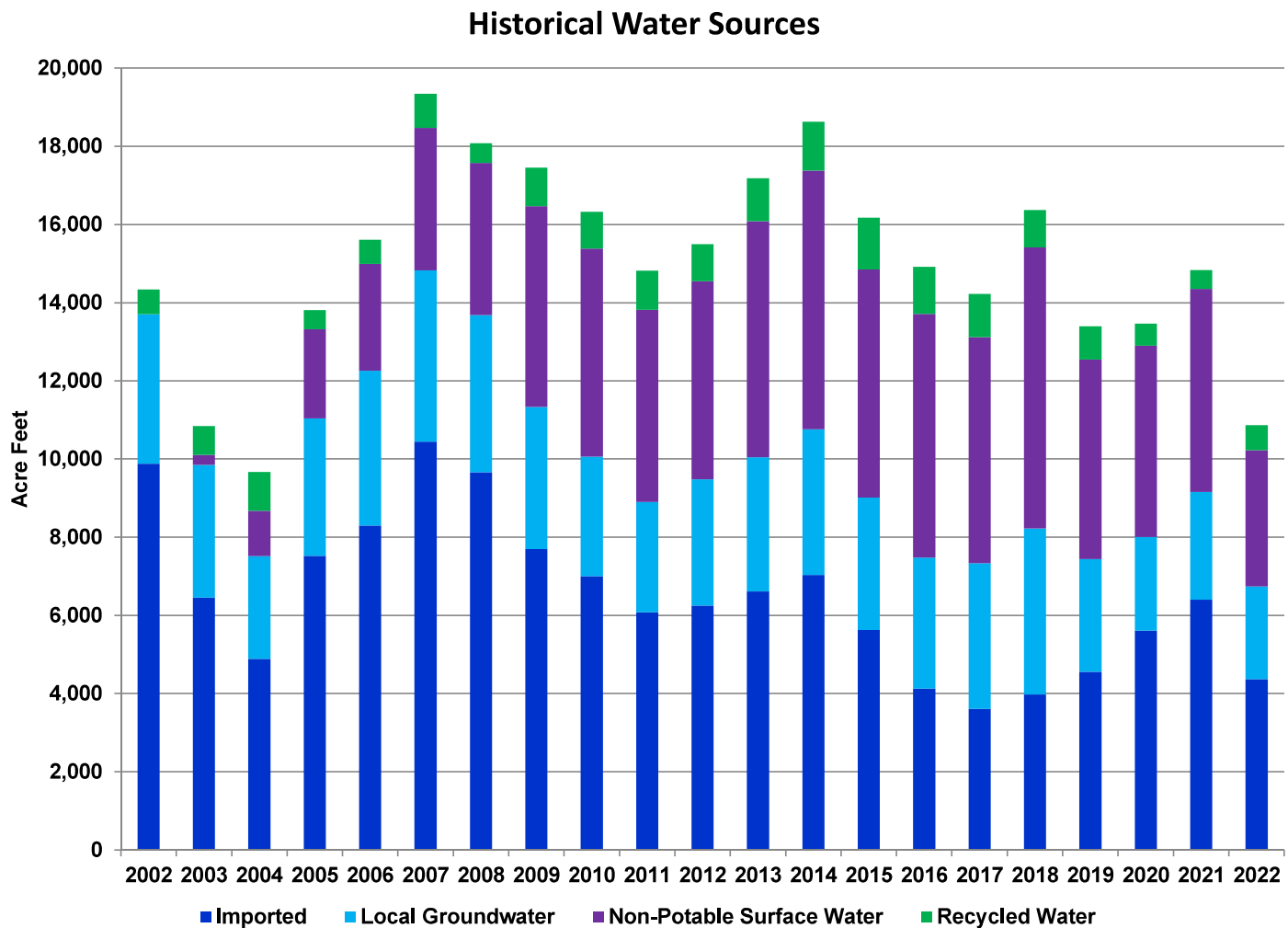


Figure 4 – Historical Water Sources

Camrosa also sells Conejo Creek water to Pleasant Valley County Water District (PVCWD), an agricultural district adjacent to Camrosa on the Oxnard Plain. Under Fox Canyon Groundwater Manager Agency (FCGMA) Resolution 2014-01, PVCWD transfers to Camrosa one pumping credit in the Pleasant Valley Basin for each acre foot of creek water the District delivers. Camrosa pumps these credits from the Woodcreek Well and PV Well #2 in the northeastern Pleasant Valley Basin, where groundwater levels are higher and the basin is less stressed than in the areas where PVCWD has its wells.

With the completion of the CamSan Recycled Water Interconnection project in November 2019, Camrosa began receipt of recycled water from the Camarillo Sanitary District (CamSan). The City of Camarillo has a limited recycled water distribution system but does not have any storage; selling water to Camrosa helps the City avoid discharging to the creek and violating their NPDES permit and the cost of discharging to the Salinity Management Pipeline. Camrosa can store CamSan's water in the District's Storage Ponds and sell it to PVCWD, a practice codified in Camrosa's latest Waste Discharge Requirement permit authorized by the Los Angeles Regional Water Quality Control Board on October 10, 2019. Recycled water does not accrue pumping credits as creek water does. This interconnection also increases Camrosa revenue (see page 35 of the main budget document), improves Camrosa operations, and contributes to regional water supply resilience. It is unknown how long CamSan will continue to have excess recycled water as the City of Camarillo expands its recycled water distribution system, but in the meantime, it is clearly a beneficial project for both agencies.

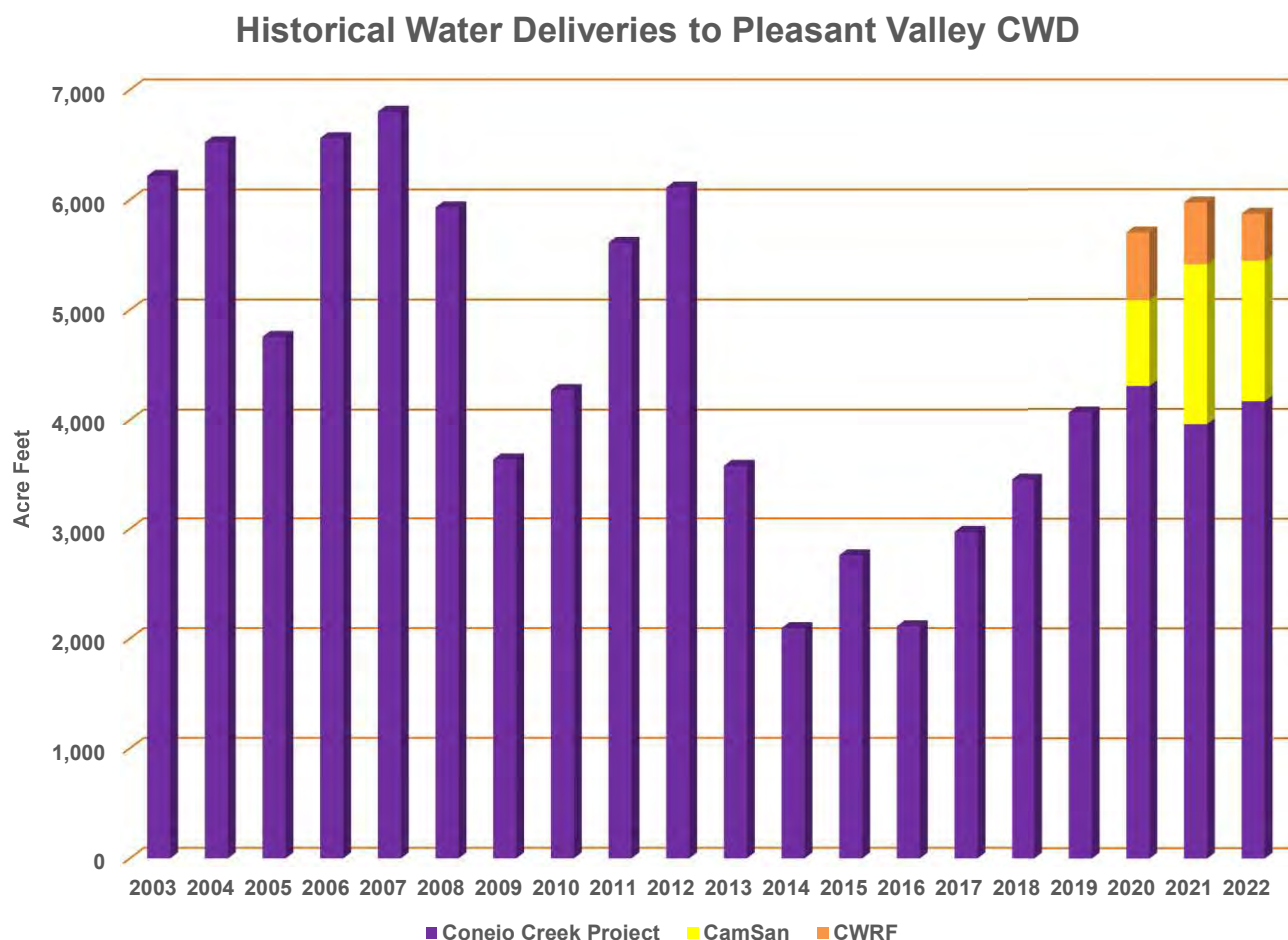


Figure 5 – Historical Water Deliveries to Pleasant Valley CWD

The expectation that wholesale rates will continue to escalate provides another incentive to increase self-reliance. In 2022, the MWD Tier 1 wholesale rates increased by 3.5% and in 2023 the Tier 1 wholesale rates will increase by an additional 5.8%. In addition to MWD's rate increases, Calleguas 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% in 2022 and 4.5% in 2023.

The following graph illustrates the projected cost of imported water.

Projected Cost of Imported Water

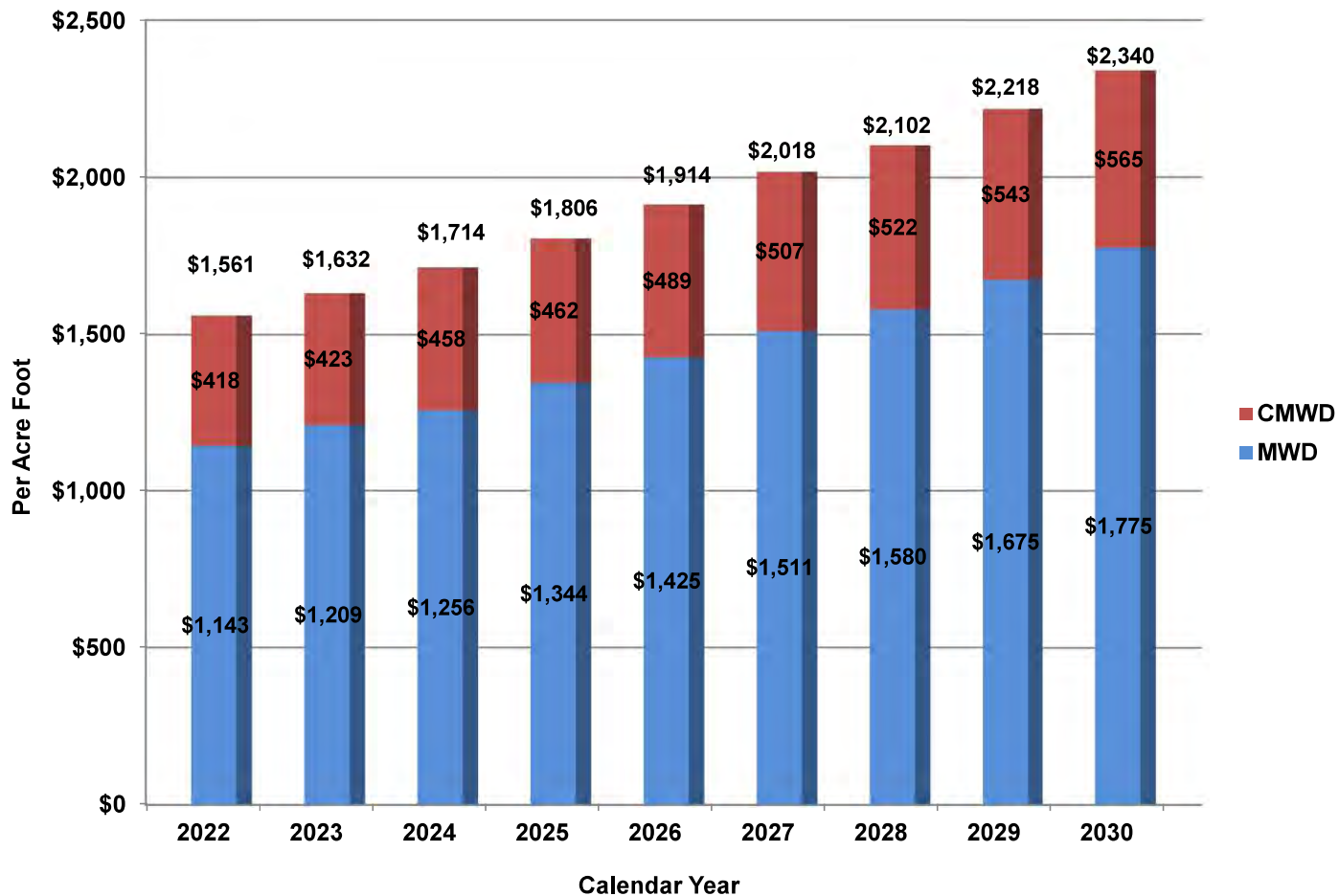


Figure 6 – Projected Cost of Import Water

Water purchases constitute the largest expense in the District's operating costs, as depicted in the graph below.

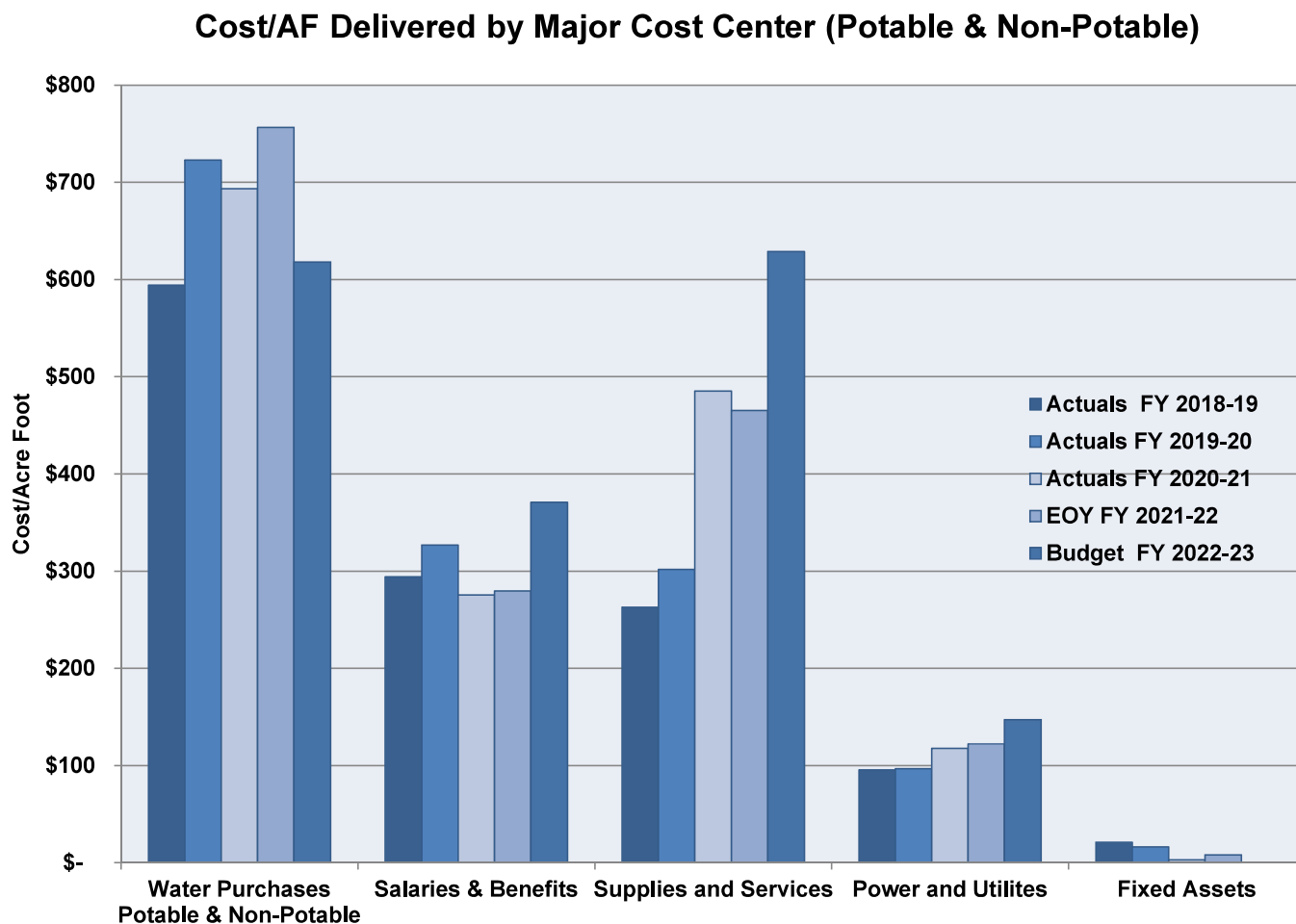


Figure 7 – Cost per Acre-Foot Delivered by Major Cost Center (Potable & Non-Potable)

The District adopted a five-year rate schedule for water and wastewater on June 13, 2019. Included in the rate study was a review of commodity component of rates, fixed meter service fees, and the District's aging infrastructure and preventative maintenance requirements. Even with the rate increases, the District's rates continue to be among the lowest in Ventura County. The District strives to remain cost-effective in its rate setting by controlling operating costs. The following graph is a comparison of local water utilities' monthly water bills for a single-family usage of 12 hundred cubic feet (HCF) and a ¾-inch meter service charge.

The District strives to remain cost-effective in its rate setting by controlling operating costs. The following graph is a comparison of local water utilities' monthly water bills for a single-family usage of 12 hundred cubic feet (HCF) and a ¾-inch meter service charge.

Utility Comparison 12 HCF - 3/4 Inch Meter

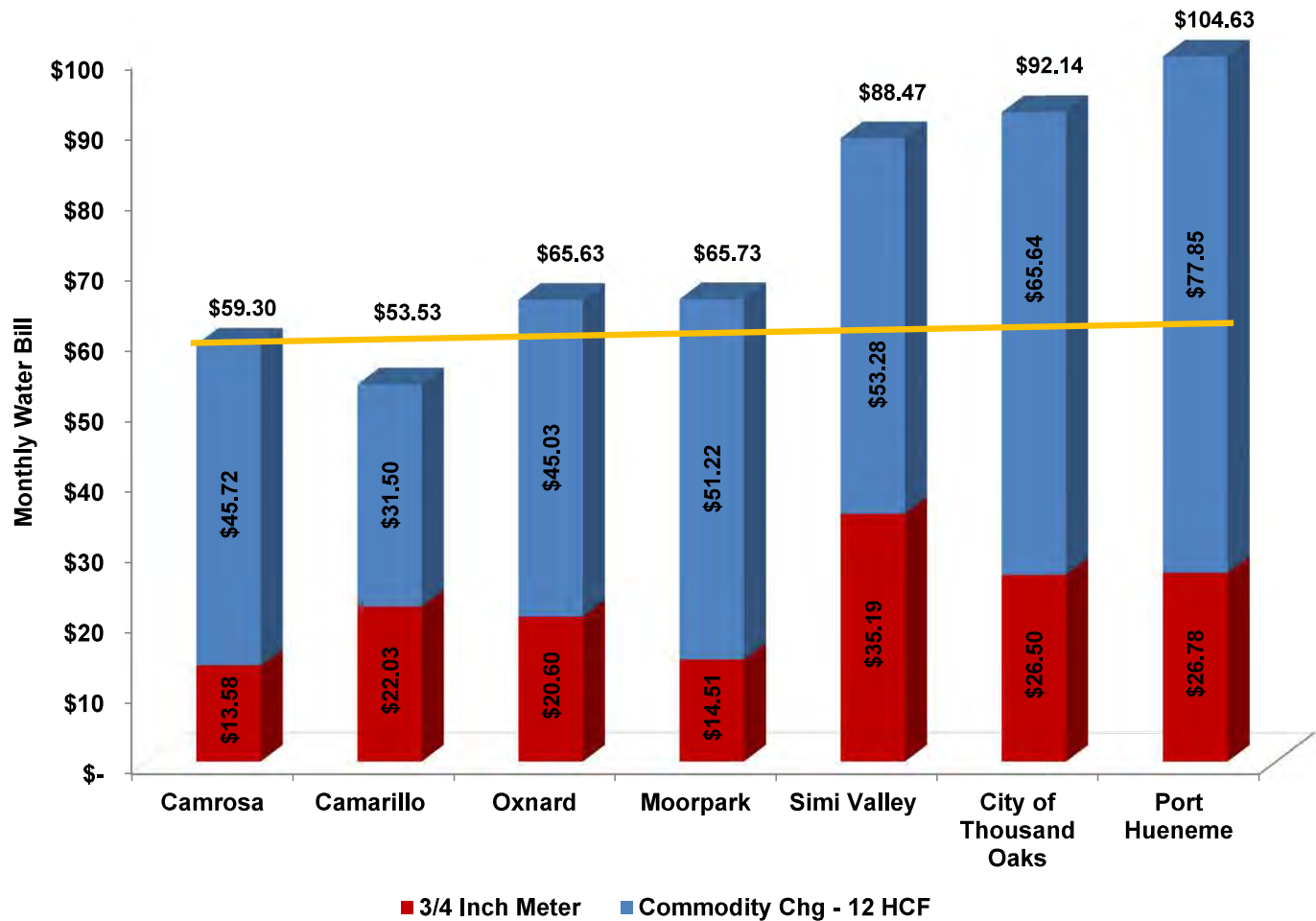


Figure 8 – Water Rate Comparison

The following graph is a comparison of local sanitation utilities' monthly wastewater bills.

Sewer Rate Comparison

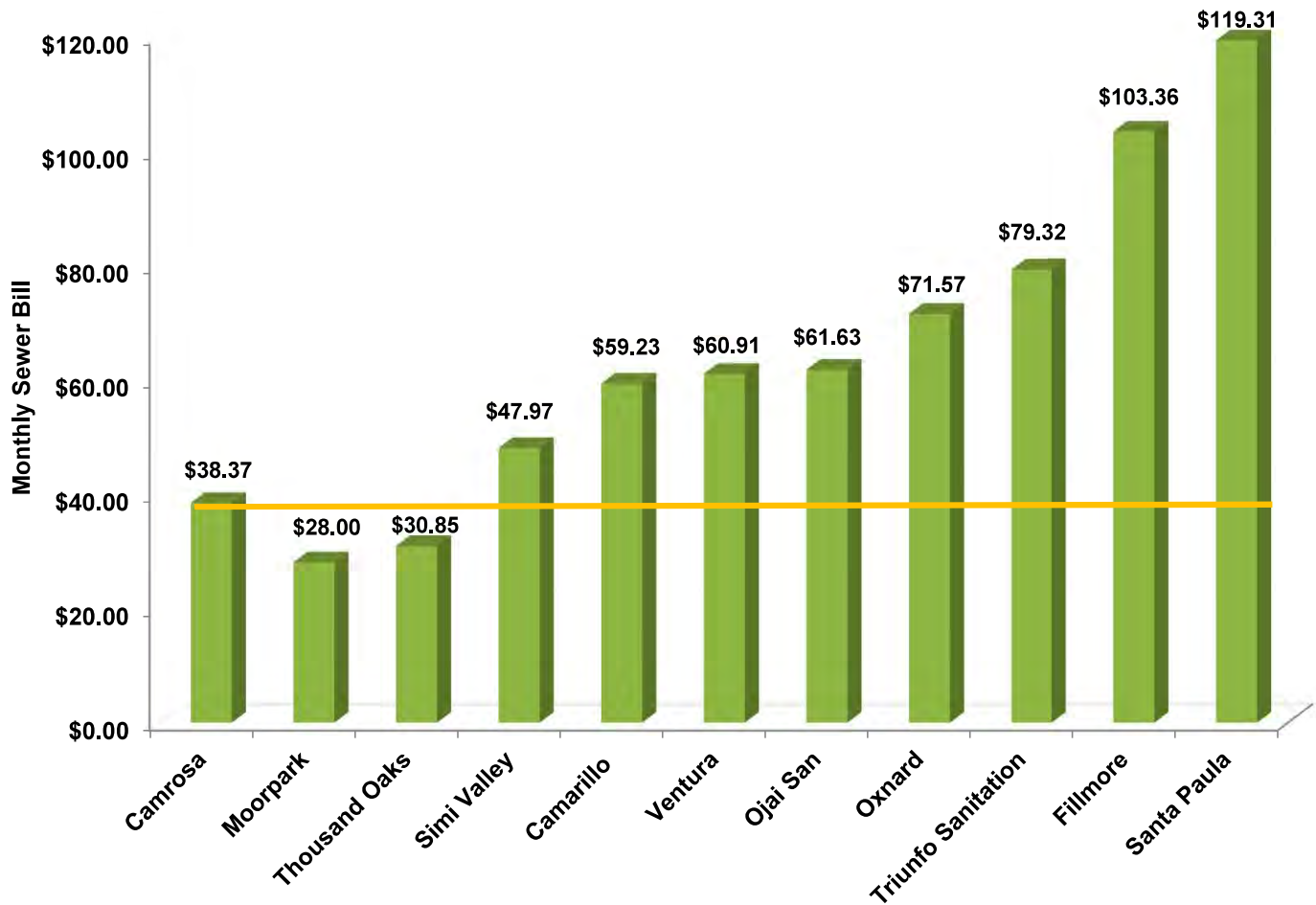


Figure 9 – Sewer Rate Comparison

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, the value of the system decreases through depreciation while the costs of keeping the system functioning increase. 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 invest in aging infrastructure. Such projects include replacing pipeline segments, maintaining and upgrading treatment facilities, and rehabilitating reservoirs, pump stations, and 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.

Cybersecurity

Over the past several years, the threat of cybersecurity attacks to businesses and municipalities has steadily increased. Malware has been spreading exponentially since at least 2013. The convergence of the internet and business technologies, including the proliferation of IoT devices ("the Internet of Things," such as smart refrigerators and cloud-connected home alarms); the use of personal devices on corporate networks; state-sponsored and organized-crime entities that specialize in cyberterrorism; the COVID-19 pandemic, which required expansion of the network perimeter to allow employees to work from home: all of this and more has contributed to the increase in malware attacks.

In order to meet these challenges, the District has multiplied its efforts to ensure the security of its Information Technology systems. District staff recognize the foundation of good cybersecurity is built on a comprehensive IT plan that incorporates policies and procedures aimed at assessing and mitigating risks, protecting the District's network assets, and safeguarding customers' personal identifiable information. From these plans, Camrosa has adopted a layered approach to cybersecurity that focuses on network resiliency; more stringent controls to access the network such as multi-factor authentication, network segmentation, and access-control policies; and cloud-based endpoint monitoring. Additionally, staff has organized an IT Steering Committee to develop short- and long-range technological road maps and to propose IT strategic plans that align with the District's mission statement.

Lastly, staff understands one of the most vulnerable areas for any organization is not technical: it's the employees. Many cybercriminals focus on attacking individuals through malware, phishing, and other scams. The District has renewed its commitment to fostering a culture of good cybersecurity through training and practice that will present a stronger front against cyber threats.

State Mandates

The state of California has, for at least the last two administrations, been making significant strides towards centralizing control over the state's water resources through consolidating various functions under and expanding the reach of the State Water Resources Control Board. Attempts to standardize the process and reporting of water planning under a specific set of assumptions about the future climate have led to landmark groundwater and water-use legislation, as well as expanded rulemaking that, in the view of many water suppliers, fails to take into consideration local conditions.

Continued advancements in technology have allowed for the detection of contaminants in drinking water at lower and lower concentrations. The state has responded to this new detection capability with an attitude that if it can be detected, it should be treated. Such an approach drives the cost of water resources up, further complicating the water supply landscape.

The State Water Resources Control Board continues to extend administrative control over water suppliers through other means, as well, from developing economic models for water loss control and drinking water contaminants to proposing "safe and affordable drinking water" and low-income rate assistance programs that seem designed to test the limits of Proposition 218.

Water Conservation and Drought Planning Act of 2018

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 permanent regulations being developed by the SWRCB effectively impose allocation-based water management on urban water agencies. The state plans to provide each urban water agency with guidelines and datasets 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, and institutional water use will be dealt with separately.) As of this writing, the water use objectives have not been developed. It is anticipated that they will constitute moderate to significant reductions from historical averages, requiring financial projections to be adjusted and rates to be revisited.

Water loss is a key component of the state's approach to demand management. Legislation required that the SWRCB develop water loss performance standards by July 2020, but to date has yet to do so. The legislation recognizes that mitigating and preventing water loss should be done on a cost-effective basis, but it is unclear how the current draft proposals square with that.

Water Quality Regulations

In addition to TCP, the MCL for which, at 5 ppt, is the same as the detection limit for purposes of reporting. Other contaminants of emerging concern are expected to be addressed and regulated by the SWRCB at a level that will require widespread expensive treatment.

Per- and polyfluoroalkyl substances (a huge family of synthetic chemicals referred to collectively as “PFAS”) were present in the Santa Rosa Basin water in 2020; PFAS are not currently regulated by the SWRCB but most estimates assume an MCL is imminent.

The SWRCB is also expected to readopt a chromium-six MCL in summer of 2022, after delisting it in 2017 in response to a Superior Court judgment. Camrosa staff advocated with a statewide coalition for a reasonable economic framework to assess treatment costs, levels, and benefits; to what extent that effort will be folded into the new regulatory process remains to be seen.

Senate Bill 1124 (Archuleta) aims to require the Department of Drinking Water within the SWRCB to develop an MCL for manganese by January 31, 2024. Manganese is currently a “secondary” contaminant regulated for aesthetic purposes and is widespread in California’s groundwater basins, including those from which Camrosa produces. The driver for Senator Archuleta to make manganese an MCL is unclear. Should the bill pass and should the Office of Environmental Health Hazard Assessment recommend an MCL be developed, there could be impacts to the cost of local water should Camrosa need to build manganese treatment for any affected wells. Such costs are unknown, but this process, in which a chemical is legislated into regulation, appears to be part of the future of California water management.

Other contaminants of emerging concern, including microplastics, may affect treatment processes on both the potable and wastewater systems. As regulations increase, so too will the cost to produce water that meets and exceeds all regulatory standards, affecting the delta between local and imported sources and changing the cost equation of redundancy and self-reliance.

Groundwater Management

Another landmark change in water management that will affect the cost of water is the Sustainable Groundwater Management Act (SGMA) of 2014. SGMA requires the formation of local groundwater sustainability agencies (GSAs) for what the state determined were high- or medium-priority basins to assess conditions and develop groundwater sustainability plans (GSPs). These GSPs are intended to define sustainability and chart a path to achieving that over the next twenty years.

The Fox Canyon Groundwater Management Agency (FCGMA) is the GSA for the Pleasant Valley Basin (among other areas), from which the Woodcreek Well and PV Well #2 produce. A new allocation plan has been established and projects to increase the sustainable yield are being investigated. Adjudication papers were filed by a group of landowners/pumpers in the basin, as was a lawsuit contesting the CEQA process for the GSP. SGMA provides that the GSP proceed as written during the adjudication process, which can take 10-20 years, but such a litigious environment does not provide an environment for the amicable resolution of conflict or for the kind of collaboration that innovation and regional project development require.

The Arroyo Santa Rosa Groundwater Basin, which lies wholly within the Camrosa service area and from which the majority of Camrosa’s local groundwater is produced (when the Conejo Wellfield is online), was originally designated as a medium-priority basin due to high nitrate concentrations. In 2016, the County of Ventura and Camrosa formed a GSA to write the GSP for the whole basin and manage that portion of it east of the Bailey Fault (outside the FCGMA). Administrative costs to support the operation of the Arroyo Santa Rosa GSA (ASRGSA), including the writing of the GSP, will be supported by Camrosa and the County of Ventura. The GSP, currently underway and expected to be filed with DWR in spring of 2023, constitutes the bulk of the GSA budget; expenditures are anticipated to be approximately \$500,000 in FY2022-23 but will decrease significantly once the plan is written. In April 2018, DWR awarded the Arroyo Santa Rosa GSA a Sustainable Groundwater Planning Grant to support the development of the Santa Rosa GSP, up to \$177,081.

Projects to reach sustainability and/or increase basin yield will be explored in the GSP process. Because Camrosa is the primary groundwater producer in the Santa Rosa Basin, pumping by initial estimates over 50% of the basin's annual yield, 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 District's budgeting process.

Ongoing Capital Projects

Ongoing maintenance and replacement projects will continue.

On the water side, the following improvements for this fiscal year include: AMR AclaraOne + MTU Upgrade Zone 2, and engineering design of PV Well #3, and AG 3 Tank replacement.


On the wastewater side, ongoing infrastructure improvements for this fiscal year include: engineering of collection system hot spots and bar screen replacement.

CSMFO Mission to Promote Excellence

As part the California Society of Municipal Finance Officers (CSMFO) mission to promote excellence in financial management, the CSMFO has established a program that evaluates the budgets of municipal entities from across the state. 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." The FY2021-22 budget was submitted to the CSMFO and the District received an Operating Budget Excellence Award for a eighth consecutive year, an upgrade from the District's first submission of the FY2013-14 budget, Meritorious Award. This award is valid for a period of one year only. The budget document does not include any structural changes from the prior fiscal year; we believe our current budget continues to conform to program requirements and are submitting it to CSMFO for their evaluation.

The challenges to water reliability are greater than ever before—as is the District's resolve and ability to meet them. Our customers give us their trust every day to fulfill their basic needs, for their families, their farms, and their businesses. It is vital that we honor that trust in everything we do, moving towards self-reliance, investing in preventive maintenance and timely infrastructure replacement, and continuing to improve the organization's capacity and effectiveness. A well-structured budget is critical to this effort, and I am confident that the District's FY2022-23 budget document provides a detailed and comprehensive overview of our ability to transform the challenges we face into new opportunities.

Respectfully submitted,



Tony L. Stafford
General Manager

Mission Statement & Vision Statement

In establishing a long-range Strategic Plan in 2008, the Board evaluated 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
- Strengthen the District's financial position
- Fully develop staff potential
- Improve systems operations and maintenance
- Educate customers
- Protect water supplies
- Exceed all regulatory standards

The 2008 Strategic Plan became the foundation for strategies to increase self-reliance through the use of local water resources to offset SWP water imports. Constructing desalination facilities and increasing groundwater production for potable use are two such strategies.

The Strategic Plan also focuses on strengthening the District's financial position through the development of a rate structure that provides for the capital replacement of aging infrastructure. Capital replacement is necessary to maintain the long-term integrity of the various water treatment and distribution systems, the wastewater collection system, and the Camrosa Water Reclamation Facility

A revised Mission Statement was also established as part of the 2008 Strategic Plan. The Mission Statement reflects the District's responsibility to meet current and future needs of the community, describes the primary attributes of products and services it will deliver, and provides an awareness of the trust that exists between the District as a public entity and the public at large. It has become the foundation of the District's practice:

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."

The District held strategic planning workshops in the spring of 2022 and anticipate adopting a 2022 Strategic Plan in the summer of 2022.

Profile of the District

District Services and Management

The Camrosa Water District, located over 31 square miles in the County of Ventura, California, is an independent special district that operates under the authority of Division 12 of the California Water Code. The District was originally formed under the law in 1962 as the Camarillo County Water District for the purpose of supplying potable water. The District has changed its name twice, first to the Camrosa County Water District in 1965, and then to its present name in 1987. Subsequently, the District expanded its operations to include wastewater collection and treatment to a portion of its service area.

Currently, the District provides three classes of water (potable, non-potable, and recycled) to a population of more than 32,700 people through approximately 11,279 service connections, which includes three master-metered communities. The majority of these connections are municipal and industrial, and the remainder agricultural.

Potable water is a blend of imported State Water Project (SWP) water from the Sacramento-San Joaquin Delta and local groundwater; non-potable surface water is a combination of diverted surface water and local groundwater; and recycled water is tertiary-treated product from the Camrosa Water Reclamation Facility (CWRF). Wastewater service is limited to 8,918 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.

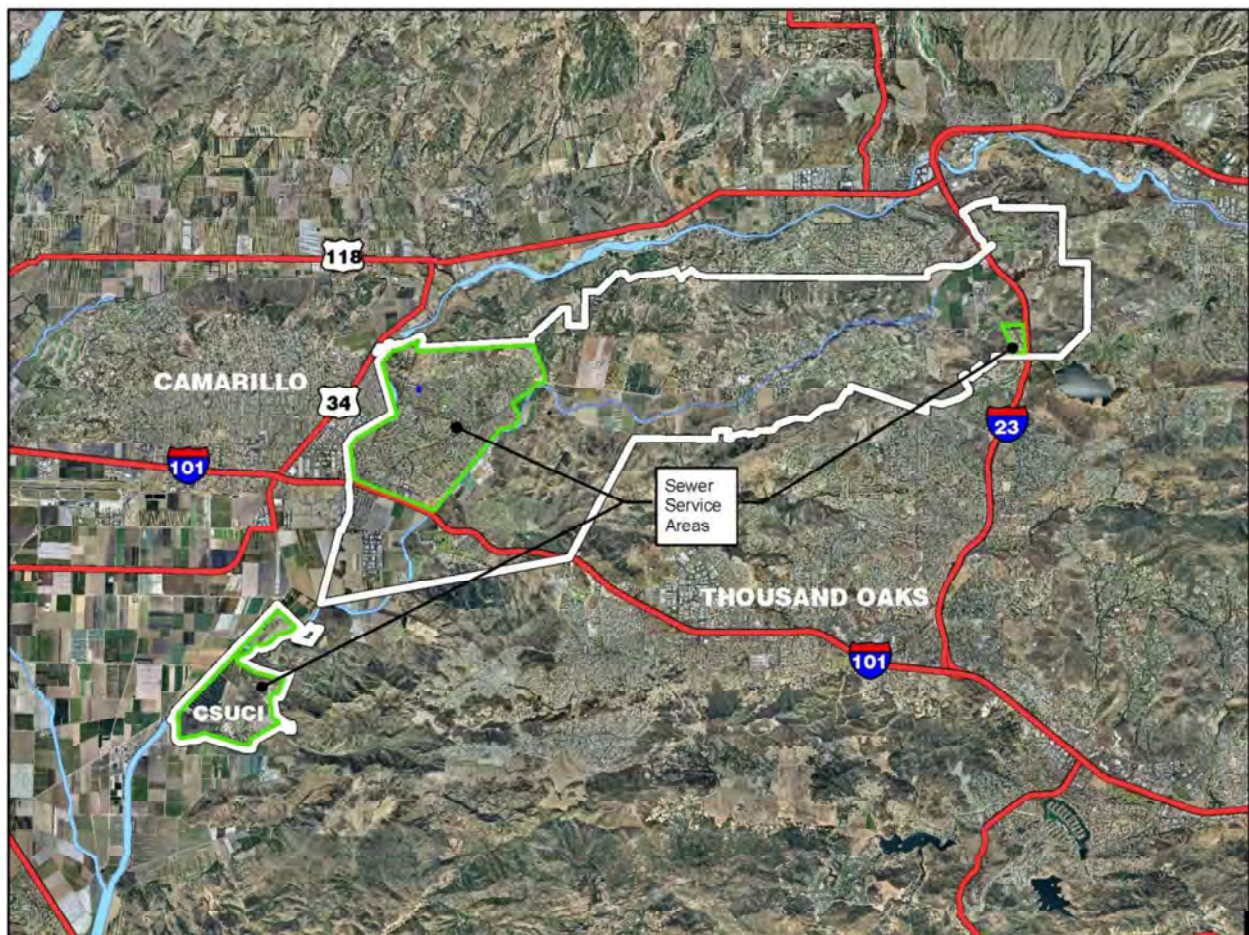


Figure 10 – District Map Boundaries

The following graph sets forth the District's various water customer classes. Residential and Agricultural customers account for approximately 76% of the District's projected water service revenue for the fiscal year ending June 30, 2022. The residential customer class includes both indoor and outdoor water usage.

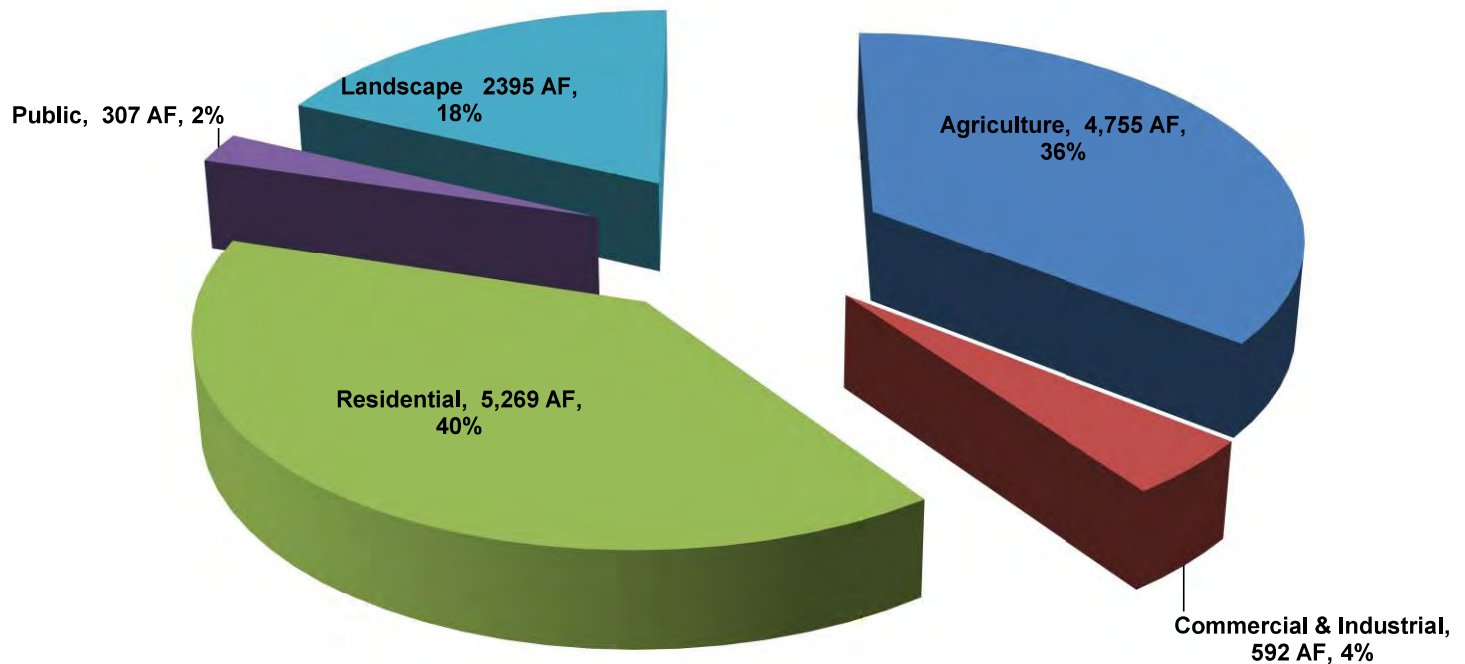


Figure 11 – FY2021-22 Percent of Water Revenues by Customer Class

Board of Directors

The District is governed by a five-member Board of Directors, elected at large from five geographical “divisions” within the District’s service area. The District’s Board of Directors meets on the second and fourth Thursday of each month. Meetings are publicly noticed and residents are encouraged to attend.

Director	Title	Division	Expiration of Term	Occupation
Eugene F. West	President	Division 4	November 2024	Attorney
Terry L. Foreman	Vice-President	Division 5	December 2022	Geologist/Hydrogeologist
Al E. Fox	Director	Division 1	December 2022	Realtor
Jeffrey C. Brown	Director	Division 2	December 2022	Investment Consultant
Timothy H. Hoag	Director	Division 3	November 2024	Pharmacist/Teacher

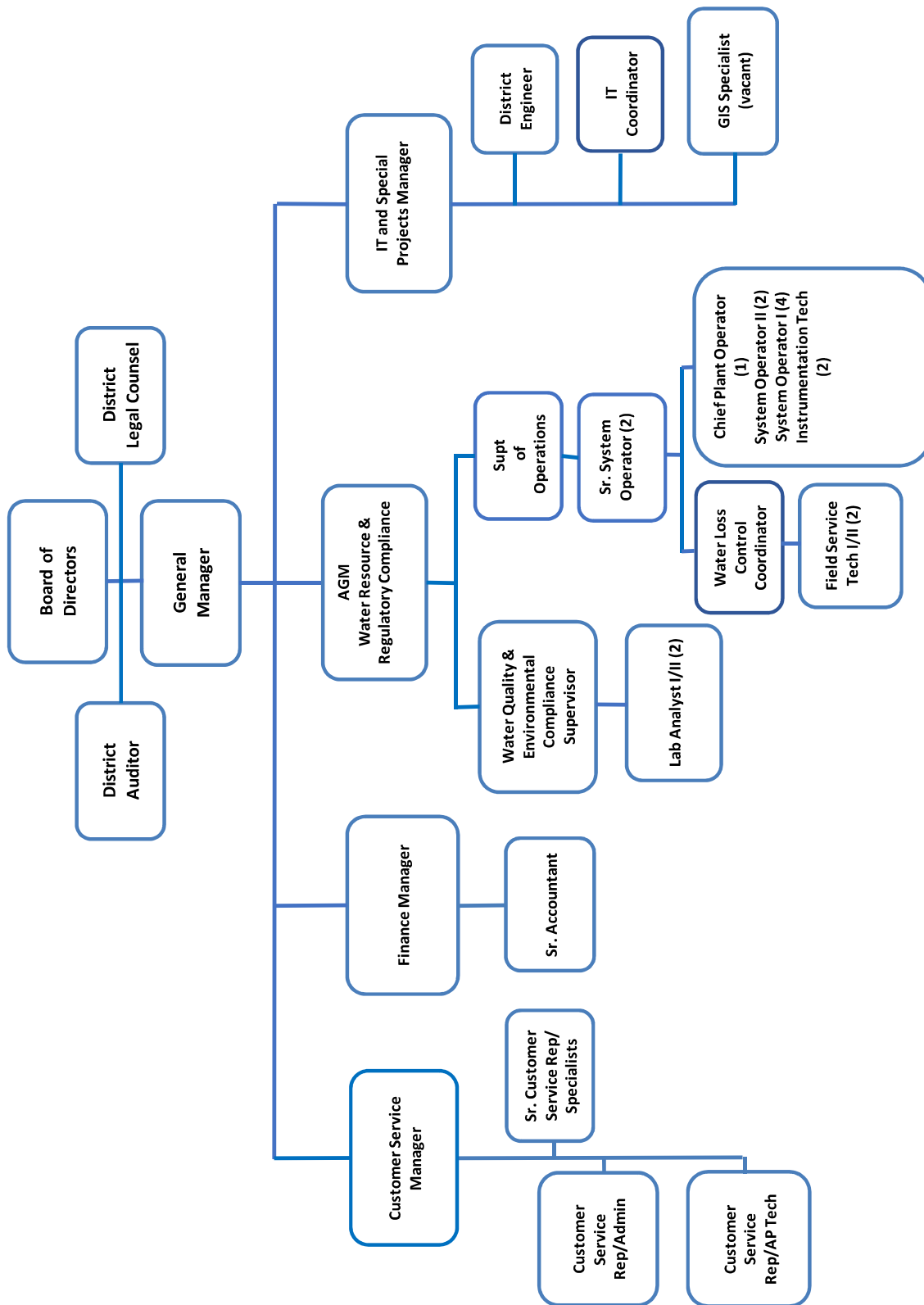
General Manager

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 District’s Water Reclamation Facility.

In FY2021-22, the District budgeted for 25 full-time employees and a 3.0% salary increase. In FY2022-23 the District budgeted for 29 full-time positions. The budgeted salary increase for FY2022-23 remains at 3.0%.

The District is a member of the California Public Employees’ Retirement System (CalPERS). Beginning with FY2015-16, CalPERS began collecting employer contributions toward the District’s unfunded liability and side fund as dollar amounts instead of the prior method of a contribution rate. The District paid off the CalPERS Unfunded Accrued Liability (UAL) in the amount of \$4.9 million in FY2019-20. In FY2021-22, the District paid the full UAL balance shown on the actuarial report with measurement date of June 30, 2019, which set contributions for FY2021-22, and will continue to pay off any new UAL arising in future years. For FY2022-23, the District will be invoiced in the amount of \$26,349 for the required UAL payment for the year for classic employees. Employer contribution rate of 10.32% for classic employees will be collected as a percentage of payroll. In FY2020-21 and prior years, the District was paying 7% of the classic employee’s retirement contribution. The Board decided to shift that portion of the retirement cost back to the employee and did so by ramping up the employee’s contribution 1% a year until the employee was paying the full 7%. To lessen the impact on the employee, the Board also implemented a discretionary offset. This year the District will pay 5% of the 7% employee contributions for classic employees and provide a discretionary offset of 2%. The Districts retirement contribution will be reduced 1% per year with an increase of the discretionary offset at the same percentage provided to classic employees hired before July 1, 2021 until the employees’ contribution and the discretionary offset reach the maximum of 7%. Any classic employees hired after July 1, 2021 will pay the full seven percent of the employee contribution and will not be eligible for the discretionary offset. The employer contribution rate for any new employees hired since January 1, 2013 who were not subject to reciprocity as defined in the Public Employee’s Pension Reform Act (PEPRA), will be 7.47% and the required unfunded liability payment will be \$1,275. The District does not make the employee contributions of 6.750% on behalf of these employees. .

The District provides a range of medical insurance plans and dental and vision insurance through ACWA-JPIA. Recent increases in medical insurance costs have been relatively modest. The FY2022-23 budget assumes an increase of 2% effective January 1, 2023 for medical and no increase for dental and vision insurance.



Financial Policies

Reserve Policy

The District's Reserve Policy, (Appendix #5), the most recent version of which was adopted by Resolution of the Board on October 14, 2021, 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 enlargement of the District's customer base. The Board receives reports of the reserve levels quarterly and again during the budget preparation process to ensure continued conformance with long-term Board strategy.

Investment Policy

The District's Investment Policy, the most recent version of which was adopted by Resolution of the Board on January 27, 2022, 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; the District currently has approximately \$45.0 million (as of May 31st) invested in the State's Local Agency Investment Fund (LAIF). (Appendix #6).

Debt Policy

The District's overriding goal in issuing debt is to respond to and provide for its infrastructure, capital projects, and other financing needs while ensuring that debt is used and managed prudently in order to maintain a sound fiscal position and protect credit quality. The District's Debt Policy (Appendix #7) developed and adopted by Resolution of the Board on August 11, 2016, is intended to provide guidelines for the use of debt for financing District water, sewer and recycled water infrastructure and project needs. 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.

Budget Policy

The District's budget is presented as a policy document, an operational tool, a financial planning tool, and a communication tool to 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 (Appendix #8) developed and adopted by Resolution of the Board on January 26, 2017, is intended to establish procedures to ensure consistent practices for developing the yearly budget.

Pension Funding Policy

The District's Pension Funding Policy (Appendix #9) was developed and adopted by Resolution of the Board on January 14, 2021, is intended to provide guidance and strategies to current and future Board of Directors for addressing the District's retirement liabilities. This policy includes internal budgeting, policy directives, and financing mechanisms.

Basis of Budgeting & Accounting

The District maintains its accounts on an accrual basis. Revenues are recognized when earned, and expenses are recognized when incurred.

The District is operated and reported as a single enterprise fund, which is an accounting entity that finances and accounts for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominately self-supporting through user charges.

Budgetary Control

The District views the budget as an essential tool for proper financial management. This budget is developed with input from the various program managers of the organization and is adopted prior to the start of each fiscal year. The Board of Directors must approve all supplemental appropriations to the budget. The level of budgetary control (i.e., the level at which expenditures cannot exceed the appropriated amount) is at the Fund level. The Board monitors the budget through Quarterly Financial Reports, Quarterly Investment Reports, and Year-End Budget Reports.

Budget Process

The budget planning and preparation process is an important District activity and provides an opportunity for the Board of Directors, Management, and Staff to reassess goals and objectives for the upcoming and future years.

During the budget process, Management and Staff update current objectives and develop new ones for the upcoming fiscal year, all of which is discussed with the Board of Directors. The process is used to develop the draft budget that is presented to the Board of Directors for initial review. The Board reviews the draft budget and makes changes it deems appropriate. The budget is posted on the District's website.

The following is the budget calendar for the development of the FY2022-23 budget.

Budget Calendar

3/10/2022	Present Program Accomplishments FY21-22 Present Program Goals for FY22-23
3/24/2022	FY21-22 Capital Projects Review FY22-23 Capital Projects Proposal FY22-23 Fixed Asset Proposal
4/7/2022	Projected End-of-Year Budget FY21-22 Projected End-of-Year FY21-22 Reserves
4/21/2022	3rd Quarter Review Draft Expense Budget Draft Revenue Budget Projected FY22-23 Reserve Balances
5/26/2022	Draft Expense & Revenue Budget-Update Appropriation Limit FY22-23
6/9/2022	Draft FY22-23 Operating & Capital Budget
6/23/2022	Adoption of FY22-23 Operating & Capital Budget

Resolution No: 22-08

A Resolution of the Board of Directors
of Camrosa Water District

**Adopting the Operating and Capital Budget
for Fiscal Year 2022-2023**

Whereas, Staff and Management of the Camrosa Water District have developed a one-year operating and capital budget for Fiscal Year 2022-2023; and

Whereas, the budget includes projections of operating and capital revenues and expenditures as well as changes in cash reserves in all District funds for Fiscal Year 2022-2023; and

Whereas, on June 9, 2022, the proposed draft budget for Fiscal Year 2022-2023 was presented and reviewed at a regular meeting of the Board of Directors of the District; and

Whereas, the final budget for Fiscal Year 2022-2023 was presented and considered by the Board of Directors at a regular meeting of June 23, 2022; and

Whereas, the Board of Directors has determined that the proposed budget is consistent with the effective delivery of services by the District; and

Whereas, the Board of Directors has determined that the budget shows that with necessary Board action there will be sufficient District revenues and financial reserves to meet the District's financial obligations over the next fiscal year; and

Whereas, it is the desire of the Board of Directors to adopt the Operating and Capital Budget for Fiscal Year 2022-2023.

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the Operating and Capital Budget for Fiscal Year 2022-2023, attached hereto, is hereby approved and adopted.

Adopted, Signed, and Approved this 23rd day of June, 2022.

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

(ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

Budget Summary

Budget Summary	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	% Change over PY
Revenues								
Water Sales:								
Potable	\$ 9,451,209	\$ 10,655,664	\$ 12,772,834	\$ 11,812,100	\$ 12,726,477	\$ 11,004,700	\$ (807,400)	-6.84%
Recycle/Non-Potable	3,951,614	4,507,819	4,823,961	4,708,000	4,428,773	5,066,300	358,300	7.61%
Water Sales Pleasant Valley	678,598	1,340,423	1,669,579	1,269,200	1,648,800	1,261,500	(7,700)	-0.61%
Meter Service Charge	2,615,301	2,312,427	2,346,434	2,582,800	2,498,213	2,591,900	9,100	0.35%
Sewer Service Charge	3,336,794	3,575,963	3,855,258	4,071,800	4,056,783	4,441,500	369,700	9.08%
Special Services	224,468	97,957	29,923	46,000	62,634	72,000	26,000	56.52%
Pump Zone Charges	46,658	46,037	55,411	52,000	64,171	52,000	-	0.00%
Miscellaneous	9,255	5,573	70,149	-	7,947	-	-	-
Total Operating Revenues	\$ 20,313,897	\$ 22,541,863	\$ 25,623,549	\$ 24,541,900	\$ 25,493,798	\$ 24,489,900	\$ (52,000)	-0.21%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 6,279,972	\$ 7,974,574	\$ 9,401,950	\$ 7,868,165	\$ 8,194,508	\$ 5,610,474	\$ (2,257,691)	-28.69%
Calleguas Fixed Charge	790,926	764,544	853,914	981,107	913,008	974,290	(6,817)	-0.69%
Conejo Creek Project-Thousand Oaks	645,223	658,919	958,007	618,672	702,980	640,906	22,234	3.59%
CamSan	-	-	-	-	68,000	92,963	92,963	-
Salinity Management Pipeline-Calleguas	112,790	134,156	159,937	262,690	194,792	257,177	(5,513)	-2.10%
Production Power	1,171,888	1,199,125	1,446,955	1,453,425	1,529,000	1,704,964	251,539	17.31%
Total Production	\$ 9,000,799	\$ 10,731,318	\$ 12,820,763	\$ 11,184,059	\$ 11,602,288	\$ 9,280,774	\$ (1,903,285)	-17.02%
Regular Salaries	\$ 2,494,625	\$ 2,598,783	\$ 2,521,803	\$ 2,681,273	\$ 2,628,697	\$ 3,185,611	\$ 504,338	18.81%
Overtime/Standby	84,137	88,778	69,874	100,314	50,144	106,104	5,790	5.77%
Part Time	32,976	25,335	25,155	70,720	75,128	53,040	(17,680)	-25.00%
Benefits	1,265,854	1,595,361	957,075	1,011,956	968,260	1,198,254	186,298	18.41%
Total Salaries & Benefits	\$ 3,877,592	\$ 4,308,257	\$ 3,573,907	\$ 3,864,263	\$ 3,722,229	\$ 4,543,009	\$ 678,746	17.56%
Outside Contracts	\$ 1,110,929	\$ 1,623,485	\$ 1,360,145	\$ 2,767,967	\$ 2,643,863	\$ 3,304,350	\$ 536,383	19.38%
Professional Services	98,469	200,667	266,470	754,405	1,010,000	1,196,090	441,685	58.55%
Total Outside Cont/Profess Services	\$ 1,209,398	\$ 1,824,152	\$ 1,626,615	\$ 3,522,372	\$ 3,653,863	\$ 4,500,440	\$ 978,068	27.77%
Utilities	\$ 85,355	\$ 74,600	\$ 91,251	\$ 98,500	\$ 99,500	\$ 100,700	\$ 2,200	2.23%
Communications	57,353	74,806	64,503	66,800	65,000	75,500	8,700	13.02%
Pipeline Repairs	361,666	360,221	304,382	465,000	359,351	490,000	25,000	5.38%
Small Tools & Equipment	24,023	18,689	14,613	31,850	31,850	33,350	1,500	4.71%
Materials & Supplies	411,385	377,328	504,752	671,750	667,859	810,415	138,665	20.64%
Repair Parts & Equipment Maintenance	861,535	834,298	644,601	1,018,500	821,700	1,022,000	3,500	0.34%
Legal Services	74,397	32,878	25,937	45,000	64,500	95,000	50,000	111.11%
Dues & Subscriptions	42,911	44,772	42,222	53,251	49,750	54,250	999	1.88%
Conference & Travel	31,752	26,132	3,494	16,500	12,300	15,300	(1,200)	-7.27%
Safety & Training	37,036	22,855	18,182	52,300	25,716	49,300	(3,000)	-5.74%
Board Expense	114,302	115,808	125,403	120,000	127,500	133,000	13,000	10.83%
Bad Debt	19,598	4,420	41,346	7,500	10,000	10,000	2,500	33.33%
Fees & Charges	133,263	155,059	196,206	214,925	208,757	299,325	84,400	39.27%
Insurance	86,137	85,278	87,097	110,000	95,000	118,000	8,000	7.27%
Total Supplies & Services	\$ 2,340,713	\$ 2,227,144	\$ 2,163,989	\$ 2,971,876	\$ 2,638,783	\$ 3,306,140	\$ 334,264	11.25%
Total Expenses	\$ 16,428,502	\$ 19,090,871	\$ 20,185,274	\$ 21,542,570	\$ 21,617,163	\$ 21,630,363	\$ 87,793	0.41%
Net Operating Revenues	\$ 3,885,395	\$ 3,450,992	\$ 5,438,275	\$ 2,999,330	\$ 3,876,635	\$ 2,859,537	\$ (139,793)	-4.66%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 1,046,031	\$ 1,033,231	\$ 1,034,531	\$ 1,044,631	\$ 1,044,631	\$ 1,035,331	\$ (9,300)	-0.89%
Debt Service 2012	1,124,100	1,096,750	-	-	-	-	-	-
Rate Stabilization Contribution	-	100,000	295,000	150,000	150,000	70,000	(80,000)	-53.33%
CalPERS UAL Additional Contribution	-	-	-	142,109	-	-	-	-
Capital Replacement Contribution	2,950,000	1,300,000	4,690,000	2,400,000	3,421,000	2,517,000	117,000	4.88%
Total Non-Operating Expenses	\$ 5,120,131	\$ 3,529,981	\$ 6,019,531	\$ 3,736,740	\$ 4,615,631	\$ 3,622,331	\$ 27,700	0.74%
Add: Non-Operating Revenues								
Interest Revenues	\$ 777,592	\$ 655,911	\$ 141,595	\$ 153,257	\$ 68,601	\$ 68,000	\$ (85,257)	-55.63%
Taxes	620,590	661,932	700,753	684,838	684,840	734,527	49,689	8.01%
Total Non-Operating Revenues	\$ 1,398,182	\$ 1,317,843	\$ 842,348	\$ 838,095	\$ 753,441	\$ 802,527	\$ (35,568)	-4.24%
Net Operating Results	\$ 163,446	\$ 1,238,854	\$ 261,092	\$ 100,685	\$ 14,445	\$ 39,733	\$ (60,952)	
Capital Fees	\$ 3,342,260	\$ 9,825	\$ 55,825	\$ -	\$ -	\$ -	\$ -	-
Mitigation & In-Lieu Fees	2,323,857	-	1,324,678	-	-	-	-	-
GAC Reimbursement	-	-	-	-	16,191,774	-	-	-
Grants	290,622	326,415	777	-	187	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 5,956,739	\$ 336,240	\$ 1,381,280	\$ -	\$ 16,191,961	\$ -	\$ -	-
Net Operating Results After Capital Fees & Grants	\$ 6,120,185	\$ 1,575,094	\$ 1,642,372	\$ 100,685	\$ 16,206,406	\$ 39,733	\$ (60,952)	

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

Water Program

Water Program	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	% Change over PY
Revenues								
Water Sales:								
Potable	\$ 9,451,209	\$ 10,655,664	\$ 12,772,834	\$ 11,812,100	\$ 12,726,477	\$ 11,004,700	\$ (807,400)	-6.84%
Recycle/Non-Potable	3,951,614	4,507,819	4,823,961	4,708,000	4,428,773	5,066,300	358,300	7.61%
Water Sales Pleasant Valley	678,598	1,340,423	1,669,579	1,269,200	1,648,800	1,261,500	(7,700)	-0.61%
Meter Service Charge	2,615,301	2,312,427	2,346,434	2,582,800	2,498,213	2,591,900	9,100	0.35%
Special Services	145,904	69,266	25,378	40,000	48,037	55,000	15,000	37.50%
Pump Zone Charges	46,658	46,037	55,411	52,000	64,171	52,000	-	0.00%
Miscellaneous	8,356	4,272	69,331	-	-	-	-	-
Total Operating Revenues	\$ 16,897,640	\$ 18,935,908	\$ 21,762,928	\$ 20,464,100	\$ 21,414,471	\$ 20,031,400	\$ (432,700)	-2.11%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 6,279,972	\$ 7,974,574	\$ 9,401,950	\$ 7,868,165	\$ 8,194,508	\$ 5,610,474	\$ (2,257,691)	-28.69%
Calleguas Fixed Charge	790,926	764,544	853,914	981,107	913,008	974,290	(6,817)	-0.69%
Conejo Creek Project	645,223	658,919	958,007	618,672	702,980	640,906	22,234	3.59%
CamSan					68,000	92,963	92,963	-
Salinity Management Pipeline-Calleguas	84,407	120,048	150,165	241,198	184,417	234,193	(7,005)	-2.90%
Production Power	1,171,888	1,199,125	1,446,955	1,453,425	1,529,000	1,704,964	251,539	17.31%
Total Production	\$ 8,972,416	\$ 10,717,210	\$ 12,810,991	\$ 11,162,567	\$ 11,591,913	\$ 9,257,790	\$ (1,904,777)	-17.06%
Regular Salaries	\$ 1,621,506	\$ 1,724,293	\$ 1,639,172	\$ 1,742,827	\$ 1,708,653	\$ 2,070,647	\$ 327,820	18.81%
Overtime/Standby	54,689	58,904	45,418	65,204	32,594	68,968	3,764	5.77%
Part Time	21,434	16,810	16,351	45,968	48,834	34,476	(11,492)	-25.00%
Benefits	822,805	1,058,522	622,099	657,771	629,369	778,865	121,094	18.41%
Total Salaries & Benefits	\$ 2,520,434	\$ 2,858,529	\$ 2,323,040	\$ 2,511,770	\$ 2,419,450	\$ 2,952,956	\$ 441,186	17.56%
Outside Contracts	\$ 619,050	\$ 863,751	\$ 662,585	\$ 1,765,418	\$ 1,596,161	\$ 1,983,487	\$ 218,069	12.35%
Professional Services	55,053	115,666	147,250	516,263	864,750	889,958	373,695	72.38%
Total Outside Cont/Profess Services	\$ 674,103	\$ 979,417	\$ 809,835	\$ 2,281,681	\$ 2,460,911	\$ 2,873,445	\$ 591,764	25.94%
Utilities	\$ 60,899	\$ 55,714	\$ 71,569	\$ 73,525	\$ 74,525	\$ 75,655	\$ 2,130	2.90%
Communications	37,279	48,624	41,927	43,420	42,250	49,075	5,655	13.02%
Pipeline Repairs	361,666	347,130	299,013	455,000	345,000	480,000	25,000	5.49%
Small Tools & Equipment	17,867	16,249	12,681	28,402	28,402	29,152	750	2.64%
Materials & Supplies	319,469	287,125	377,140	548,915	541,861	661,752	112,837	20.56%
Repair Parts & Equipment Maintenance	683,850	715,504	563,015	883,325	712,100	886,325	3,000	0.34%
Legal Services	48,358	21,371	16,861	29,250	41,925	79,250	50,000	170.94%
Dues & Subscriptions	27,892	29,102	27,444	32,663	32,338	33,313	650	1.99%
Conference & Travel	20,639	16,986	2,271	10,725	7,995	9,945	(780)	-7.27%
Safety & Training	24,073	14,856	11,818	33,995	16,715	32,045	(1,950)	-5.74%
Board Expense	74,296	75,275	81,512	78,000	82,875	86,450	8,450	10.83%
Bad Debt	12,739	2,873	41,292	4,875	6,500	6,500	1,625	33.33%
Fees & Charges	92,425	98,585	130,157	132,937	128,887	200,162	67,225	50.57%
Insurance	55,989	55,431	56,613	71,500	61,750	76,700	5,200	7.27%
Total Supplies & Services	\$ 1,837,441	\$ 1,784,825	\$ 1,733,313	\$ 2,426,532	\$ 2,123,123	\$ 2,706,324	\$ 279,792	11.53%
Total Expenses	\$ 14,004,394	\$ 16,339,981	\$ 17,677,179	\$ 18,382,550	\$ 18,595,397	\$ 17,790,515	\$ (592,035)	-3.22%
Net Operating Revenues	\$ 2,893,246	\$ 2,595,927	\$ 4,085,749	\$ 2,081,550	\$ 2,819,074	\$ 2,240,885	\$ 159,335	7.65%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 854,381	\$ 846,581	\$ 843,081	\$ 853,681	\$ 853,681	\$ 845,806	\$ (7,875)	-0.92%
Debt Service 2012	682,500	666,250	-	-	-	-	-	-
Rate Stabilization Contribution	-	100,000	295,000	70,000	70,000	70,000	-	0.00%
CalPERS UAL Additional Contribution	-	-	-	92,371	-	-	(92,371)	-100.00%
Capital Replacement Contribution	2,450,000	1,250,000	3,540,000	1,795,000	2,626,000	2,097,000	302,000	16.82%
Total Non-Operating Expenses	\$ 3,986,881	\$ 2,862,831	\$ 4,678,081	\$ 2,811,052	\$ 3,549,681	\$ 3,012,806	\$ 201,754	7.18%
Add: Non-Operating Revenues								
Interest Revenues	\$ 540,721	\$ 502,387	\$ 108,987	\$ 119,801	\$ 55,692	\$ 55,000	\$ (64,801)	-54.09%
Taxes	620,590	661,932	700,753	684,838	684,840	734,527	49,689	7.26%
Total Non-Operating Revenues	\$ 1,161,311	\$ 1,164,319	\$ 809,740	\$ 804,639	\$ 740,532	\$ 789,527	\$ (15,112)	-1.88%
Net Operating Results	\$ 67,676	\$ 897,415	\$ 217,408	\$ 75,137	\$ 9,925	\$ 17,606	\$ (57,531)	
Capital Fees	\$ 1,986,350	\$ 9,825	\$ 55,825	\$ -	\$ -	\$ -	\$ -	-
Mitigation & In-Lieu Fees	2,323,857	-	1,324,678	-	-	-	-	-
GAC Reimbursement	-	-	-	-	16,191,774	-	-	-
Grants	290,622	326,415	777	-	187	-	-	-
Total Capital Fees & Grants	\$ 4,600,829	\$ 336,240	\$ 1,381,280	\$ -	\$ 16,191,961	\$ -	\$ -	-
Net Operating Results After Capital Fees & Grants	\$ 4,668,505	\$ 1,233,655	\$ 1,598,688	\$ 75,137	\$ 16,201,886	\$ 17,606	\$ (57,531)	
Debt Ratio	5.44	2.49	7.44	3.38	4.17	3.58		

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

Potable Water Program

Potable Water Program	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Revenues								
Water Sales:								
Potable	\$ 9,451,209	\$ 10,655,664	\$ 12,772,834	\$ 11,812,100	\$ 12,726,477	\$ 11,004,700	\$ (807,400)	-6.84%
Meter Service Charge	2,358,515	2,181,678	2,218,854	2,492,000	2,370,899	2,465,300	(26,700)	-1.07%
Special Services	114,456	40,258	20,362	30,000	26,559	30,000	-	0.00%
Pump Zone Charges	29,653	28,045	32,650	31,000	37,739	31,000	-	0.00%
Miscellaneous	6,687	3,112	68,663	-	-	-	-	-
Total Operating Revenues	\$ 11,960,520	\$ 12,908,757	\$ 15,113,363	\$ 14,365,100	\$ 15,161,674	\$ 13,531,000	\$ (834,100)	-5.81%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 5,756,914	\$ 7,349,836	\$ 8,803,462	\$ 7,215,372	\$ 7,605,339	\$ 4,841,579	\$ (2,373,793)	-32.90%
Calleguas Fixed Charge	790,926	764,544	853,914	981,107	913,008	974,290	(6,817)	-0.69%
Salinity Management Pipeline-Calleguas	84,407	120,048	150,165	241,198	184,417	234,193	(7,005)	-2.90%
Production Power	422,847	420,625	553,575	561,513	670,000	840,781	279,268	49.73%
Total Production	\$ 7,055,094	\$ 8,655,053	\$ 10,361,116	\$ 8,999,190	\$ 9,372,764	\$ 6,890,843	\$ (2,108,347)	-23.43%
Regular Salaries	\$ 1,053,979	\$ 1,148,379	\$ 1,065,462	\$ 1,132,838	\$ 1,110,624	\$ 1,345,921	\$ 213,083	18.81%
Overtime/Standby	35,548	39,230	29,522	42,383	21,186	44,829	2,446	5.77%
Part Time	13,932	11,196	10,628	29,879	31,742	22,409	(7,470)	-25.00%
Benefits	534,823	704,976	404,364	427,551	409,090	506,262	78,711	18.41%
Total Salaries & Benefits	\$ 1,638,282	\$ 1,903,781	\$ 1,509,976	\$ 1,632,651	\$ 1,572,642	\$ 1,919,421	\$ 286,770	17.56%
Outside Contracts	\$ 376,421	\$ 539,579	\$ 360,672	\$ 1,075,619	\$ 973,004	\$ 1,171,401	\$ 95,782	8.90%
Professional Services	28,575	69,071	87,610	265,457	451,070	579,978	314,521	118.48%
Total Outside Cont/Profess Services	\$ 404,996	\$ 608,650	\$ 448,282	\$ 1,341,076	\$ 1,424,074	\$ 1,751,379	\$ 410,303	30.60%
Utilities	\$ 53,663	\$ 48,144	\$ 63,840	\$ 64,633	\$ 65,633	\$ 66,701	\$ 2,068	3.20%
Communications	19,385	25,285	21,802	22,578	21,970	25,519	2,941	13.03%
Pipeline Repairs	321,304	309,232	289,955	380,000	295,000	380,000	-	0.00%
Small Tools & Equipment	12,385	14,633	12,477	22,029	22,029	22,419	390	1.77%
Materials & Supplies	265,776	236,173	325,393	464,716	461,528	573,071	108,355	23.32%
Repair Parts & Equipment Maintenance	405,330	336,606	366,596	502,929	427,092	505,689	2,760	0.55%
Legal Services	25,146	11,113	8,768	15,210	21,801	40,210	25,000	164.37%
Dues & Subscriptions	14,504	15,133	14,271	16,985	16,816	17,323	338	1.99%
Conference & Travel	10,732	8,833	1,181	5,577	4,157	5,171	(406)	-7.28%
Safety & Training	12,518	7,725	6,145	17,677	8,692	16,663	(1,014)	-5.74%
Board Expense	38,634	39,143	42,386	40,560	43,095	44,954	4,394	10.83%
Bad Debt	6,624	1,494	1,857	2,535	3,380	3,380	845	33.33%
Fees & Charges	72,330	76,137	108,505	103,451	100,877	169,260	65,809	63.61%
Insurance	29,114	28,824	29,439	37,180	32,110	\$ 39,884	2,704	7.27%
Total Supplies & Services	\$ 1,287,445	\$ 1,158,475	\$ 1,292,615	\$ 1,696,060	\$ 1,524,180	\$ 1,910,244	\$ 214,184	310%
Total Expenses	\$ 10,385,817	\$ 12,325,959	\$ 13,611,989	\$ 13,668,977	\$ 13,893,660	\$ 12,471,887	\$ (1,197,090)	-8.76%
Net Operating Revenues	\$ 1,574,703	\$ 582,798	\$ 1,501,374	696,123	1,268,014	\$ 1,059,113	\$ 362,990	0%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 823,790	\$ 816,338	\$ 813,066	\$ 823,036	\$ 823,036	\$ 815,588	\$ (7,448)	-0.90%
Rate Stabilization Contribution	-	100,000	-	-	-	-	-	-
CalPERS UAL Additional Contribution	-	-	-	60,041	-	-	(60,041)	-
Capital Replacement Contribution	1,550,000	50,000	990,000	275,000	888,000	710,000	435,000	-
Total Non-Operating Expenses	\$ 2,373,790	\$ 966,338	\$ 1,803,066	\$ 1,158,077	\$ 1,711,036	\$ 1,525,588	\$ 367,511	31.73%
Add: Non-Operating Revenues								
Interest Revenues	466,701	421,383	82,090	89,418	41,480	40,000	\$ (49,418)	-55.27%
Taxes	372,354	397,159	420,452	410,904	410,904	440,716	29,812	7.26%
Total Non-Operating Revenues	\$ 839,055	\$ 818,542	\$ 502,542	\$ 500,322	\$ 452,384	\$ 480,716	\$ (19,606)	-48.01%
Net Operating Results	\$ 39,968	\$ 435,002	\$ 200,850	\$ 38,368	\$ 9,362	\$ 14,241	\$ (24,127)	-62.88%
Capital Fees	\$ 1,986,350	\$ 9,825	\$ 55,825	\$ -	\$ -	\$ -	\$ -	-
Mitigation & In-Lieu Fees	1,686,260	-	1,324,678	-	-	-	-	-
GAC reimbursement	-	-	-	-	16,191,774	-	-	-
Grants	62,904	73,231	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 3,735,514	\$ 83,056	\$ 1,380,503	\$ -	\$ 16,191,774	\$ -	\$ -	-
Capital Fees & Grants	\$ 3,775,482	\$ 518,058	\$ 1,581,353	\$ 38,368	\$ 16,201,136	\$ 14,241	\$ (24,127)	

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

Non-Potable Water Program

Non-Potable Water Program	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Revenues								
Water Sales:								
Recycle/Non-Potable	\$ 3,951,614	\$ 4,507,819	\$ 4,823,961	\$ 4,708,000	\$ 4,428,773	\$ 5,066,300	\$ 358,300	7.61%
Water Sales Pleasant Valley	678,598	1,340,423	1,669,579	1,269,200	1,648,800	1,261,500	(7,700)	-0.61%
Meter Service Charge	256,786	130,749	127,580	90,800	127,314	126,600	35,800	39.43%
Special Services	31,448	29,008	5,016	10,000	21,478	25,000	15,000	150.00%
Pump Zone Charges	17,005	17,992	22,761	21,000	26,432	21,000	-	0.00%
Miscellaneous	1,669	1,160	668	-	-	-	-	-
Total Operating Revenues	\$ 4,937,120	\$ 6,027,151	\$ 6,649,565	\$ 6,099,000	\$ 6,252,797	\$ 6,500,400	\$ 401,400	6.58%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 523,058	\$ 624,738	\$ 598,488	\$ 652,793	\$ 589,169	\$ 768,895	\$ 116,102	17.79%
Conejo Creek Project	645,223	658,919	958,007	618,672	702,980	640,906	22,234	3.59%
CamSan	-	-	-	-	68,000	92,963	92,963	-
Production Power	749,041	778,500	893,380	891,912	859,000	864,183	(27,729)	-3.11%
Total Production	\$ 1,917,322	\$ 2,062,157	\$ 2,449,875	\$ 2,163,377	\$ 2,219,149	\$ 2,366,947	\$ 203,570	9.41%
Regular Salaries	\$ 567,527	\$ 575,914	\$ 573,710	\$ 609,989	\$ 598,029	\$ 724,726	\$ 114,737	18.81%
Overtime/Standby	19,141	19,674	15,896	22,821	11,408	24,139	1,318	5.78%
Part Time	7,502	5,614	5,723	16,089	17,092	12,067	(4,022)	-25.00%
Benefits	287,982	353,546	217,735	230,220	220,279	272,603	42,383	18.41%
Total Salaries & Benefits	\$ 882,152	\$ 954,748	\$ 813,064	\$ 879,119	\$ 846,808	\$ 1,033,535	\$ 154,416	17.56%
Outside Contracts	\$ 242,629	\$ 324,172	\$ 301,913	\$ 689,799	\$ 623,157	\$ 812,086	\$ 122,287	17.73%
Professional Services	26,478	46,595	59,640	250,806	413,680	309,980	59,174	23.59%
Total Outside Cont/Profess Services	\$ 269,107	\$ 370,767	\$ 361,553	\$ 940,605	\$ 1,036,837	\$ 1,122,066	\$ 181,461	19.29%
Utilities	\$ 7,236	\$ 7,570	\$ 7,729	\$ 8,892	\$ 8,892	\$ 8,954	\$ 62	0.70%
Communications	17,894	23,339	20,125	20,842	20,280	23,556	2,714	13.02%
Pipeline Repairs	40,362	37,898	9,058	75,000	50,000	100,000	25,000	33.33%
Small Tools & Equipment	5,482	1,616	204	6,373	6,373	6,733	360	5.65%
Materials & Supplies	53,693	50,952	51,747	84,199	80,333	88,681	4,482	5.32%
Repair Parts & Equipment Maintenance	278,520	378,898	196,419	380,396	285,008	380,636	240	0.06%
Legal Services	23,212	10,258	8,093	14,040	20,124	39,040	25,000	178.06%
Dues & Subscriptions	13,388	13,969	13,173	15,678	15,522	15,990	312	1.99%
Conference & Travel	9,907	8,153	1,090	5,148	3,838	4,774	(374)	-7.26%
Safety & Training	11,555	7,131	5,673	16,318	8,023	15,382	(936)	-5.74%
Board Expense	35,662	36,132	39,126	37,440	39,780	41,496	4,056	10.83%
Bad Debt	6,115	1,379	39,435	2,340	3,120	3,120	780	33.33%
Fees & Charges	20,095	22,448	21,652	29,486	28,010	30,902	1,416	4.80%
Insurance	26,875	26,607	27,174	34,320	29,640	36,816	2,496	7.27%
Total Supplies & Services	\$ 549,996	\$ 626,350	\$ 440,698	\$ 730,472	\$ 598,943	\$ 796,080	\$ 65,608	8.98%
Total Expenses	\$ 3,618,577	\$ 4,014,022	\$ 4,065,190	\$ 4,713,573	\$ 4,701,737	\$ 5,318,628	\$ 605,055	12.84%
Net Operating Revenues	\$ 1,318,543	\$ 2,013,129	\$ 2,584,375	\$ 1,385,427	\$ 1,551,060	\$ 1,181,772	\$ (203,655)	-14.70%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 30,591	\$ 30,243	\$ 30,015	\$ 30,645	\$ 30,645	\$ 30,218	\$ (427)	-1.39%
Debt Service 2012	682,500	666,250	-	-	-	-	-	-
Rate Stabilization Contribution	-	-	295,000	70,000	70,000	70,000	-	-
CalPERS UAL Additional Contribution	-	-	-	32,330	-	-	(32,330)	-
Capital Replacement Contribution	900,000	1,200,000	2,550,000	1,520,000	1,738,000	1,387,000	(133,000)	-8.75%
Total Non-Operating Expenses	\$ 1,613,091	\$ 1,896,493	\$ 2,875,015	\$ 1,652,975	\$ 1,838,645	\$ 1,487,218	\$ (165,757)	-10.03%
Add: Non-Operating Revenues								
Interest Revenues	\$ 74,020	\$ 81,004	\$ 26,897	\$ 30,383	\$ 14,212	\$ 15,000	\$ (15,383)	-50.63%
Taxes	248,236	264,773	280,301	273,934	273,936	293,811	19,877	7.26%
Total Non-Operating Revenues	\$ 322,256	\$ 345,777	\$ 307,198	\$ 304,317	\$ 288,148	\$ 308,811	\$ 4,494	1.48%
Net Operating Results	\$ 27,708	\$ 462,413	\$ 16,558	\$ 36,769	\$ 563	\$ 3,365	\$ (33,404)	
Capital Fees	-	-	-	-	-	-	-	-
Mitigation & In-Lieu Fees	637,597	-	-	-	-	-	-	-
Grants	227,718	253,184	777	-	187	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 865,315	\$ 253,184	\$ 777	\$ -	\$ 187	\$ -		
	\$ 893,023	\$ 715,597	\$ 17,335	\$ 36,769	\$ 750	\$ 3,365	\$ (33,404)	

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

Wastewater Program

Wastewater Program	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Revenues								
Sewer Service Charge	\$ 3,336,794	\$ 3,575,963	\$ 3,855,258	\$ 4,071,800	\$ 4,056,783	\$ 4,441,500	\$ 369,700	9.08%
Special Services	78,564	28,691	4,545	6,000	14,597	17,000	11,000	183.33%
Miscellaneous	899	1,301	818	-	7,947	-	-	-
Total Operating Revenues	\$ 3,416,257	\$ 3,605,955	\$ 3,860,621	\$ 4,077,800	\$ 4,079,327	\$ 4,458,500	\$ 380,700	9.34%
Operating Expenses								
Salinity Management Pipeline-Calleguas	\$ 28,383	\$ 14,108	\$ 9,772	\$ 21,492	\$ 10,375	\$ 22,984	1,492	6.94%
Total Production	\$ 28,383	\$ 14,108	\$ 9,772	\$ 21,492	\$ 10,375	\$ 22,984	\$ 1,492	6.94%
Regular Salaries	\$ 873,119	\$ 874,490	\$ 882,631	\$ 938,446	\$ 920,044	\$ 1,114,964	\$ 176,518	18.81%
Overtime/Standby	29,448	29,874	24,456	35,110	17,550	37,136	2,026	5.77%
Part Time	11,542	8,525	8,804	24,752	26,294	18,564	(6,188)	-25.00%
Benefits	443,049	536,839	334,976	354,185	338,891	419,389	65,204	18.41%
Total Salaries & Benefits	\$ 1,357,158	\$ 1,449,728	\$ 1,250,867	\$ 1,352,493	\$ 1,302,779	\$ 1,590,053	\$ 237,560	\$ -
Outside Contracts	\$ 491,879	\$ 759,734	\$ 697,560	\$ 1,002,549	\$ 1,047,702	\$ 1,320,863	\$ 318,314	31.75%
Professional Services	43,416	85,001	119,220	238,142	145,250	306,132	67,990	28.55%
Total Outside Cont/Profess Services	\$ 535,295	\$ 844,735	\$ 816,780	\$ 1,240,691	\$ 1,192,952	\$ 1,626,995	\$ 386,304	31.14%
Utilities	\$ 24,456	\$ 18,886	\$ 19,682	\$ 24,975	\$ 24,975	\$ 25,045	\$ 70	0.28%
Communications	20,074	26,182	22,576	23,380	22,750	26,425	3,045	13.02%
Pipeline Repairs	-	13,091	5,369	10,000	14,351	10,000	-	0.00%
Small Tools & Equipment	6,156	2,440	1,932	3,448	3,448	4,198	750	21.75%
Materials & Supplies	91,916	90,203	127,612	122,835	125,998	148,663	25,828	21.03%
Repair Parts & Equipment Maintenance	177,685	118,794	81,586	135,175	109,600	135,675	500	0.37%
Legal Services	26,039	11,507	9,076	15,750	22,575	15,750	-	0.00%
Dues & Subscriptions	15,019	15,670	14,778	20,588	17,412	20,937	349	1.70%
Conference & Travel	11,113	9,146	1,223	5,775	4,305	5,355	(420)	-7.27%
Safety & Training	12,963	7,999	6,364	18,305	9,001	17,255	(1,050)	-5.74%
Board Expense	40,006	40,533	43,891	42,000	44,625	46,550	4,550	10.83%
Bad Debt	6,859	1,547	54	2,625	3,500	3,500	875	33.33%
Fees & Charges	40,838	56,474	66,049	81,988	79,870	99,163	17,175	20.95%
Insurance	30,148	29,847	30,484	38,500	33,250	41,300	2,800	7.27%
Total Supplies & Services	\$ 503,272	\$ 442,319	\$ 430,676	\$ 545,344	\$ 515,660	\$ 599,816	\$ 54,472	9.99%
Total Expenses	\$ 2,424,108	\$ 2,750,890	\$ 2,508,095	\$ 3,160,020	\$ 3,021,766	\$ 3,839,848	\$ 679,828	21.51%
Net Operating Revenues	\$ 992,149	\$ 855,065	\$ 1,352,526	\$ 917,780	\$ 1,057,561	\$ 618,652	\$ (299,128)	-32.59%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 191,650	\$ 186,650	\$ 191,450	\$ 190,950	\$ 190,950	\$ 189,525	\$ (1,425)	-0.75%
Debt Service 2012	441,600	430,500	-	-	-	-	-	0.00%
Rate Stabilization Contribution	-	-	-	80,000	80,000	-	(80,000)	-100.00%
CalPERS UAL Additional Contribution	-	-	-	49,738	-	-	(49,738)	-100.00%
Capital Replacement Contribution	500,000	50,000	1,150,000	605,000	795,000	440,000	(165,000)	-27.27%
Total Non-Operating Expenses	\$ 1,133,250	\$ 667,150	\$ 1,341,450	\$ 925,688	\$ 1,065,950	\$ 629,525	\$ (296,163)	-31.99%
Add: Non-Operating Revenues								
Interest Revenues	\$ 236,871	\$ 153,524	\$ 32,608	\$ 33,456	\$ 12,909	\$ 13,000	\$ (20,456)	-61.14%
Total Non-Operating Revenues	\$ 236,871	\$ 153,524	\$ 32,608	\$ 33,456	\$ 12,909	\$ 13,000	\$ (20,456)	-61.14%
Net Operating Results	\$ 95,770	\$ 341,439	\$ 43,684	\$ 25,548	\$ 4,520	\$ 2,127	\$ (23,421)	
Capital Fees	1,355,910	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 1,451,680	\$ 341,439	\$ 43,684	\$ 25,548	\$ 4,520	\$ 2,127	\$ (23,421)	
Debt Ratio	4.08	1.63	7.23	4.98	5.61	3.33		

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

Revenues

Camrosa's revenues are received from seven major sources. Water Sales represent approximately 69% of the total revenues, Water Meter Service Charges are typically 10% of revenues, Sewer Service Charges are about 17%, Taxes 3%, and a small amount from Interest and a combination of Special Service fees (new account starts, plan check fees, late penalties, and reconnection fees), and Pump Zone surcharges.

FY2021-22

Total operating and non-operating revenues for FY2021-22 are projected to be \$26,247,426 or approximately \$867,431 above budget. This increase in revenue is due to an increase in potable and non-potable water sales within the District and non-potable water sales to Pleasant Valley County Water District (PVCWD) above budgeted sales projections. Total projected water sales served within the District of approximately 13,318 AF which is slightly above the budgeted sales of 13,217 AF.

FY2022-23

Water Sales The District treats water as a commodity, generating revenue by measuring consumption at the customer's meter. Water sales represent 69% of the Total Revenue. Water sales are greatly dependent on weather patterns.

The District generally uses a conservative three-year average projection for water sales volume, however in FY2022-23 due to the drought and mandatory conservation the budget is projecting a 20% reduction of the three-year average for residential potable sales resulting in a budgeted amount of 12,257 AF, of which 6,171 AF is potable and 6,087 AF non-potable/recycled water served within the District. Water sales include the adopted potable and non-potable commodity and meter rates effective July 1, 2022. FY2022-23 water sales revenues are projected to be \$16,071,000 within the District's service area. The District's Schedule of Water and Wastewater Rates is located in Appendix #3.

Non-potable water sold to Pleasant Valley County Water District (PVCWD) is captured in separate expense and revenue line items in the District's budget. The FY2022-23 budget projection for PVCWD water sales in the amount of \$1,261,500 of which 4,100 AF of Conejo Creek water, using a three year average of deliveries, and 800 AF of CamSan recycled water.

Meter Service Charges are monthly customer fees based on the size of the meter installed. Meter Service Charges account for 10% of Total Revenue and are projected based on an anticipated 0% growth in our customer base for FY2022-23. FY2022-23 meter service charge revenue is expected to be \$2,591,900, based upon the average number of service connections and the meter service fee rates effective July 1, 2022. The District's Schedule of Water and Wastewater Rates is located in Appendix #3.

Sewer Service Charge revenues for the FY2022-23 budget year are expected to be \$4,441,500 or 17% of Total Revenue. Sewer Service Charges are billed to all customers as a flat monthly rate, currently \$40.62 (effective July 1, 2022). The estimated revenue for Sewer Service Charges is based upon the District's number of customers at the current flat monthly rate.

Interest revenue is budgeted at \$68,000 or 0.27% of the Total Revenue. Interest income is earned on the cash balance held in either in Local Agency Investment Fund (LAIF) or held in reserves with the District's Fiscal Trustee. The budget uses a 0.25% rate of return in projected balances.

Tax revenue is budgeted at \$734,527 for FY2022-23, or 3% of the Total Revenue. Tax revenue is based upon an average of five years of historical receipts. The District receives property tax revenues collected by the County of Ventura via the Property Tax Roll and are remitted to the District semi-annually.

Spending limits for the District are governed by the 1979 passage of California Proposition 4, Limitations of Government Appropriations (Article XIII B of the California Constitution, commonly known as the GANN limit). Proposition 4 places an appropriations limit on most spending from tax proceeds. The District's FY2022-23 Gann Limit is \$965,489.

Capital Connection Fees are not being projected as part of the FY2022-23 budget. The District is near build-out, and while a few small developments may begin construction within the five-year financial forecast, their timing is uncertain and their capital contribution would be negligible.

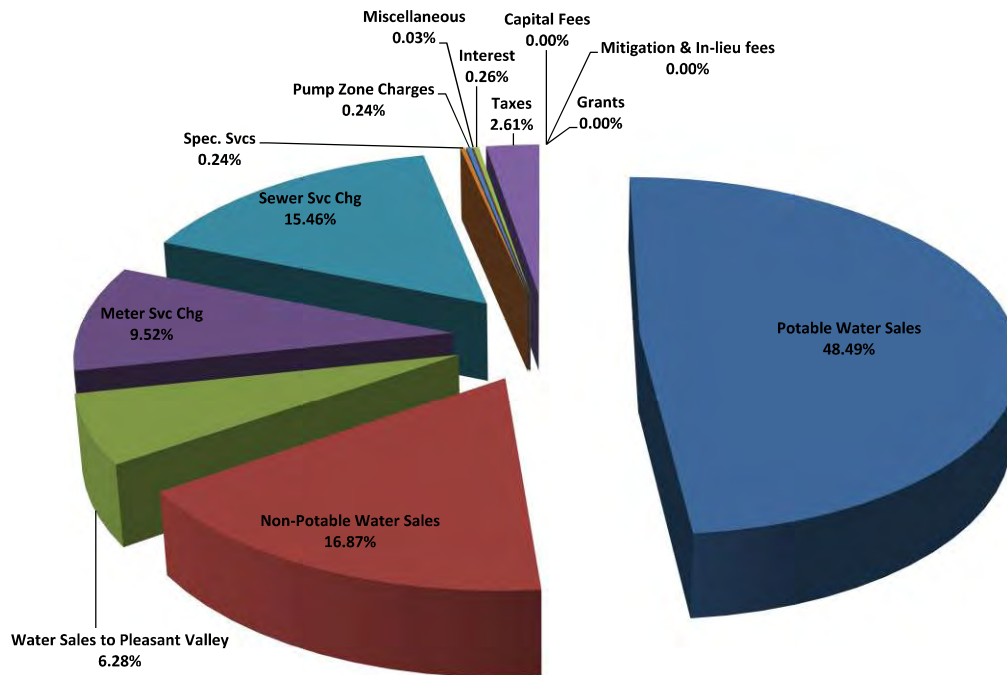
Special Services are various fees for turn-off/turn-on, late fees, and other miscellaneous administrative fees. Special Services revenues are budgeted at \$72,000. Revenue from Special Services is based upon our projected revenues for FY2021-22.

Pump Zone/Miscellaneous revenue applies to certain areas in the District that are situated at higher elevations and therefore require additional pumping. Revenues are estimated to be \$52,000 for FY2022-23 based on projected deliveries.

Total Revenues are expected to reach \$25,292,427 in June 2023. Total revenues are projected to be \$87,568 lower than FY2021-22 budget, which is a result in a decrease in the annual water deliveries.

Comparison of Total Revenues

FY2021-2022 Projected Operating & Non-Operating Revenues - \$26,247,426



FY2022-23 Budgeted Operating & Non-Operating Revenues \$25,292,427

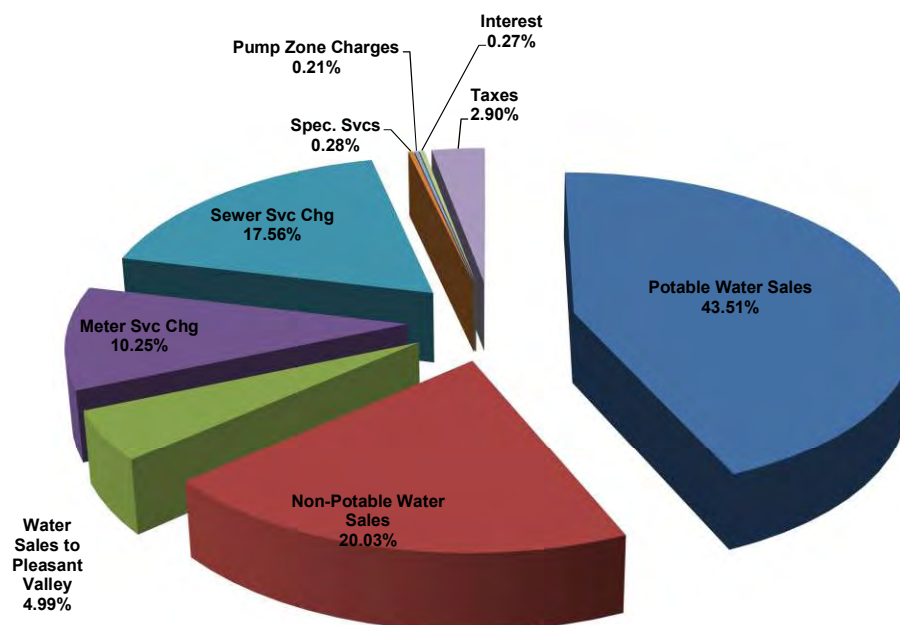


Figure 12 – Comparison of Total Revenues

Expense Centers

The Water Operations is separated between the potable and non-potable water programs, as distinct and self-supporting enterprises.

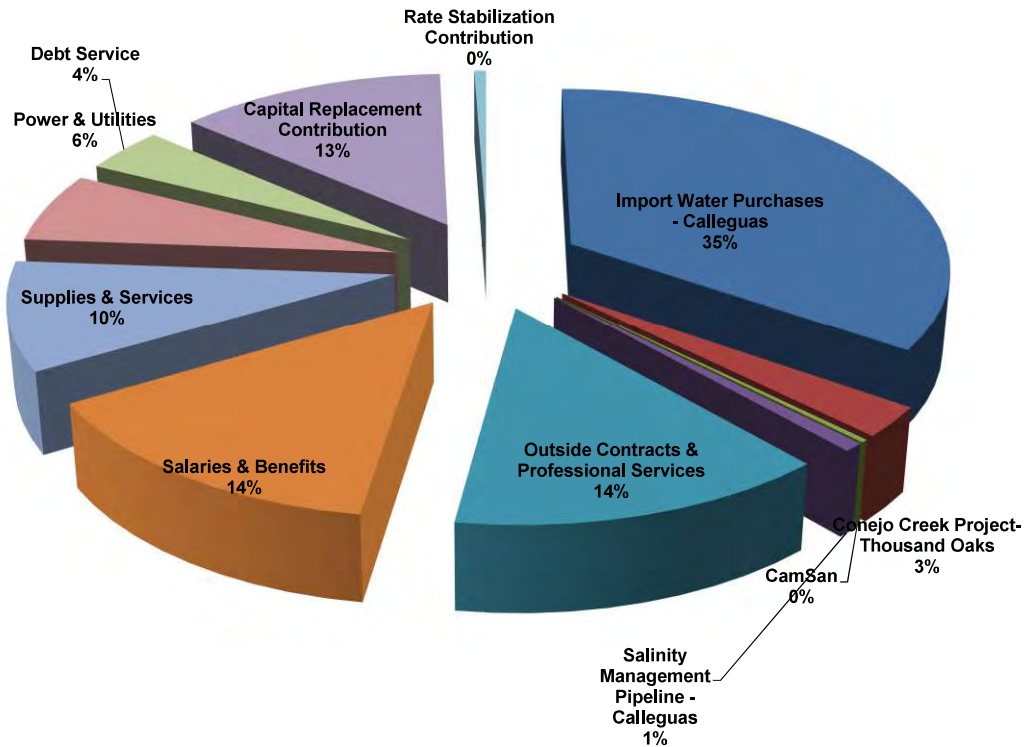
Salaries & Benefits and indirect support services are allocated to Water Operations (65%) and Wastewater Operations (35%), with the exception of the Water Quality Program, which is distributed 50:50 between the two programs. Non-operating revenues are allocated to the enterprise that generates the revenues with the exception of taxes, which are allocated 100% to Water Operations. Tax revenue distribution follows a cost-of-service methodology; all District customers receive water, and the tax rate is the same across the District, regardless of whether customers receive wastewater service from Camrosa or not.

Within the Water Operations, Salaries & Benefits are distributed 65% to the Potable Program and 35% to the Non-Potable Program. This allocation is based on what percentage of time staff spends on either system. An informal survey was conducted to determine the percentage allocation. All other indirect support services are distributed 52% to Potable and 48% to Non-Potable.

Debt Service costs are allocated to Water and Wastewater Operations based on the level of debt originally incurred in each enterprise.

Comparison of Total Expenses

FY2021-22 Projected Operating & Non-Operating Expenses - \$26,232,794



FY2022-23 Budgeted Operating & Non-Operating Expenses - \$25,272,694

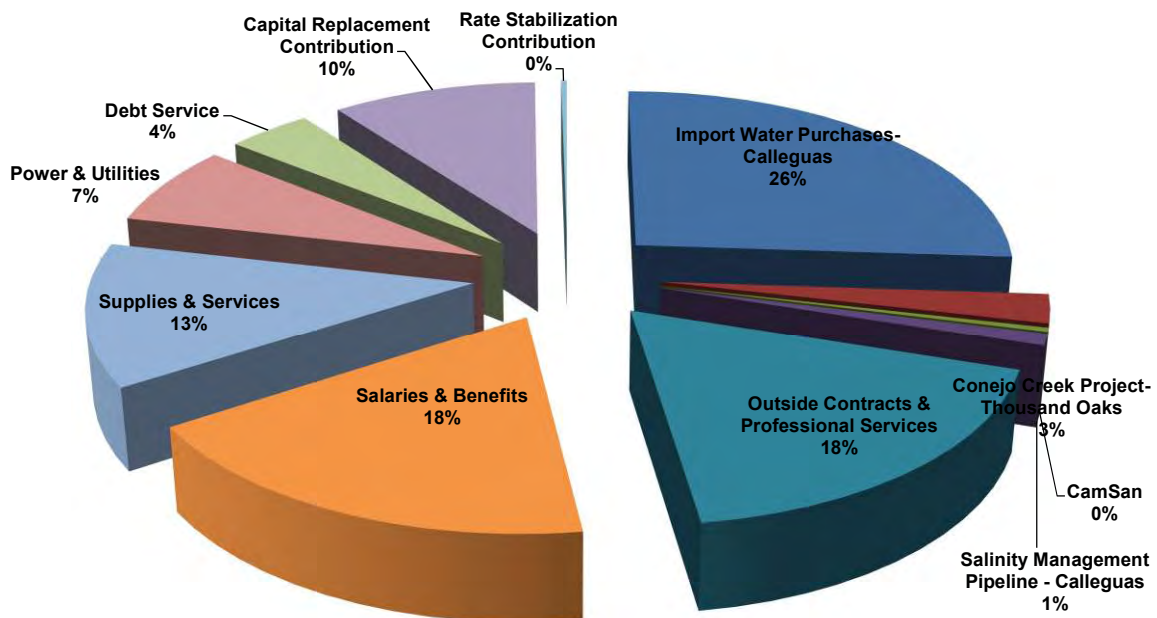


Figure 13 – Comparison of Total Expenses

Expense Summary By Program

The following pages summarize the District's individual Expense Programs; a detailed accounting is provided in Appendix #2. The Potable (Program 52) and Non-Potable (Program 53) programs both fall under the Water Operations; Wastewater Operations stands alone (Program 57). All other programs indirectly support both the Water and Wastewater Operations. The District's Salaries & Benefits are budgeted in Human Resources (Program 5) and allocated as described in Expense Centers, previously.

Human Resources – Program 05

The objective of Human Resources program is twofold: to capture all human resource costs in a single program in order to compare total costs of this resource by fiscal year; and to capture all costs for later allocation to the three cost centers to simplify the accounting necessary to track labor costs. Included in this program are all Salaries and Benefits for both full-time and part-time personnel, temporary contract labor, and miscellaneous personnel support costs such as uniforms, certification fees, training, and travel. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- District employees continued advancement in water, wastewater and laboratory certifications
- District staff participation in tuition reimbursement program
- Successfully recruited two Field Service Technicians and two Systems Operators
- Contracted inspection services in wake of internal inspector retirement and project management to support two construction projects
- Provided monthly safety training to all staff
- Continued Part-Time Student Employee Program

Goals for 2022-2023

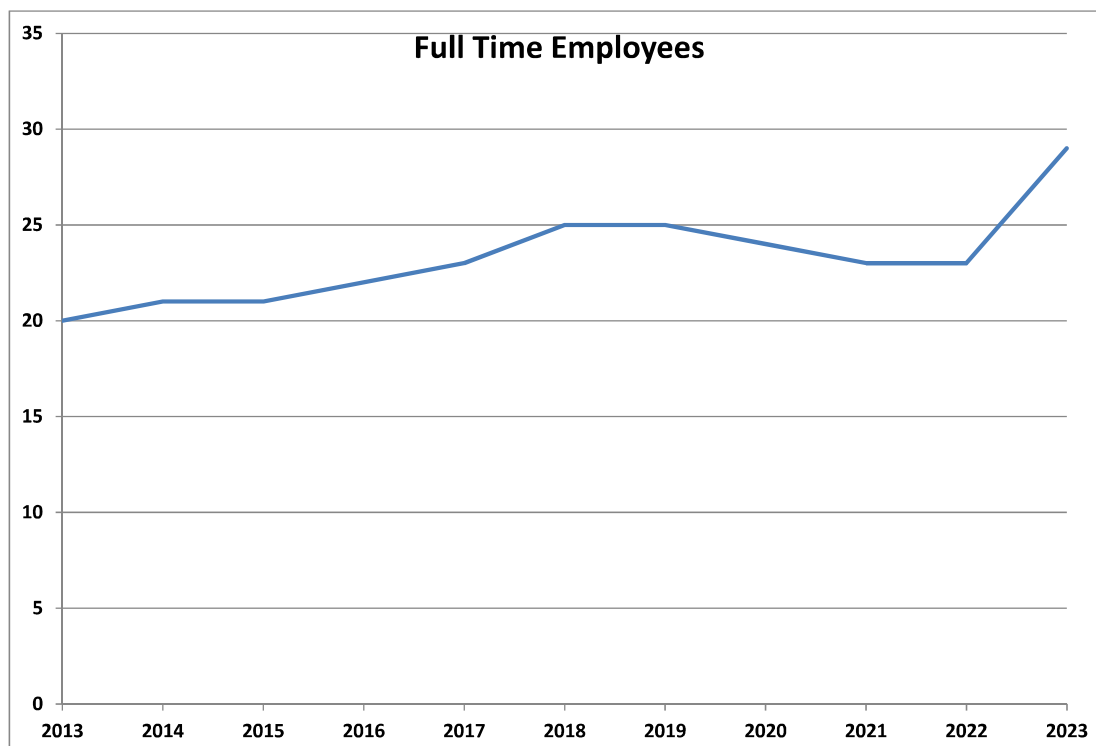
- Zero Lost-Time Accidents
- Enhance staff training and certification
- Continue succession planning
- Increase staffing to meet the needs of the District and support succession planning.

Human Resources – Program 05

Human Resources Program 05		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Salaries & Benefits									
Regular Salaries	50100	\$ 2,494,625	\$ 2,598,783	\$ 2,521,803	\$ 2,681,273	\$ 2,628,697	\$ 3,185,611	\$ 504,338	18.81%
Overtime	50110	59,637	62,930	44,244	70,712	75,128	77,766	7,054	9.98%
Part Time	50120	32,976	25,335	25,155	70,720	21,852	53,040	(17,680)	-25.00%
Standby	50130	24,500	25,847	25,630	29,602	28,292	28,338	(1,264)	-4.27%
Benefits	50140	1,265,854	1,595,362	957,075	1,011,956	968,260	1,198,254	186,298	18.41%
Total Salaries & Benefits		\$ 3,877,592	\$ 4,308,257	\$ 3,573,907	\$ 3,864,263	\$ 3,722,229	\$ 4,543,009	\$ 678,746	17.56%
Contracts & Professional Services									
Outside Contracts	50220	\$ 14,843	\$ 12,901	\$ 13,799	\$ 18,600	\$ 13,683	\$ 18,600	\$ -	0.00%
Professional Services	50230	-	-	-	10,000	-	10,000	-	-
Total Contracts & Professional Services		\$ 14,843	\$ 12,901	\$ 13,799	\$ 28,600	\$ 13,683	\$ 28,600	\$ -	0.00%
Services & Supplies									
Materials & Supplies	50260	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Dues & Subscriptions	50290	6,221	4,737	6,310	7,000	7,000	7,000	0	0.00%
Conference & Travel	50300	13,374	10,102	2,596	9,200	5,000	6,500	(2,700)	-29.35%
Safety & Training	50310	37,036	22,795	18,182	52,300	25,716	49,300	(3,000)	-5.74%
Fees & Charges	50350	-	846	162	300	207	300	-	0.00%
Total Services & Supplies		\$ 56,631	\$ 38,480	\$ 27,250	\$ 68,800	\$ 37,923	\$ 63,100	\$ (5,700)	-8.28%
Total Operating Expenditures		\$ 3,949,066	\$ 4,359,638	\$ 3,614,956	\$ 3,961,663	\$ 3,773,835	\$ 4,634,709	\$ 673,046	16.99%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 3,949,066	\$ 4,359,638	\$ 3,614,956	\$ 3,961,663	\$ 3,773,835	\$ 4,634,709	\$ 673,046	16.99%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget

The District's staffing needs have transitioned over time due to the addition of local supply facilities in pursuit of self-reliance, increasing technical sophistication, and ever-expanding regulatory demands. The table below shows the historic numbers of employees at year end through FY2021-22 and the number of employees budgeted for FY2022-23. The District will end the fiscal year with 23 employees, with two vacancies and increasing the staffing to 29 employees for the coming fiscal year. The 2019 rate study incorporated the need of 29 employees by the end of the fifth year of the study.



General Administration – Program 10

The General Administration program provides funds for expenses related to the general management of the District, including insurance costs, annual fees and charges, and other general expenses of the District. The program also contains funds for all Director-related expenses, including meeting fees, membership dues, conference and travel, and legal services. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Initiated the Arroyo Santa Rosa Groundwater Sustainability Plan
- Began construction on the Conejo Wellfield GAC treatment plant
- Continued construction of PV Well #2
- Updated Pension Funding Policy
- Received the CSMFO Operational Budgeting Excellence Award for the seventh consecutive year
- Received Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the sixth consecutive year
- Contributed to AWAVC, CCWUC, CSUCI presentations
- Developed grant program with consultant
- Initiated the District's Strategic Plan
- Completed an Emergency Response Plan in accordance with America's Infrastructure Act of 2018

Goals for 2022-2023

- Plan for increasing self-reliance by reducing dependence on imported water
- Increase groundwater production to improve our import-to-local blend ratio
- Look for new water opportunities
- Complete the District's Strategic Plan
- Begin a Facilities Master Plan
- Complete construction of the water treatment facility at the Conejo Wellfield
- Complete construction of the PV Well #2 site
- Support completion of Groundwater Sustainability Plan for Arroyo Santa Rosa Basin
- Pursue grant funding where available and appropriate
- Continue Public Outreach Program

General Administration – Program 10

General Administration Program 10		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services									
Outside Contracts	50220	\$ 11,274	\$ 36,005	\$ 5,566	\$ 9,200	\$ 4,000	\$ 19,200	\$ 10,000	108.70%
Professional Services	50230	37,075	131,990	129,796	510,405	250,000	661,090	150,685	29.52%
Total Contracts & Professional Services		\$ 48,349	\$ 167,995	\$ 135,362	\$ 519,605	\$ 254,000	\$ 680,290	\$ 160,685	30.92%
Services & Supplies									
Small Tools & Equipment	50250	\$ -	\$ 2,657	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	0.00%
Materials & Supplies	50260	31,356	26,698	15,697	24,350	14,000	23,550	(800)	-3.29%
Legal Services	50280	74,397	32,878	25,937	45,000	64,500	45,000	-	0.00%
Dues & Subscriptions	50290	36,450	40,036	35,913	42,750	42,750	43,750	1,000	2.34%
Conference & Travel	50300	18,378	16,030	899	7,300	7,300	8,800	1,500	20.55%
Safety & Training	50310	-	60	-	-	0	-	-	-
Board Expense	50330	114,302	115,809	125,403	120,000	127,500	133,000	13,000	10.83%
Bad Debt	50340	19,598	4,420	41,346	7,500	10,000	10,000	2,500	33.33%
Fees & Charges	50350	50,792	48,080	49,434	60,850	60,850	61,350	500	0.82%
Insurance	50360	86,136	85,278	87,097	110,000	95,000	118,000	8,000	7.27%
Total Services & Supplies		\$ 431,409	\$ 371,946	\$ 381,726	\$ 419,750	\$ 423,900	\$ 445,450	\$ 25,700	6.12%
Total Operating Expenses		\$ 479,758	\$ 539,941	\$ 517,088	\$ 939,355	\$ 677,900	\$ 1,125,740	\$ 186,385	-100.00%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 479,758	\$ 539,941	\$ 517,088	\$ 939,355	\$ 677,900	\$ 1,125,740	\$ 186,385	19.84%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Emergency Fuel Tank

Information Services – Program 11

The purpose of the Information Services program is to manage and improve communication. This involves communication with our customers, other agencies, and internally among Staff. The program tracks the cost of developing, maintaining, and delivering the information necessary to manage the District effectively. The program includes costs for developing and maintaining the computer network and its accessibility. This includes secure access to information databases such as web, email, billing, financial, AMR, GIS, SCADA, and Intranet and Internet Services across the local and wide area networks of the District. The costs for all voice and satellite communications, as well as secure access of all support subscriptions to hosted and onsite data services, are included in this program. Costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Awarded a contract to AllConnected for IT/OT/cybersecurity support
- Provided network/communications for work-at-home environment during pandemic
- Upgraded Office365 G1 Subscription to Enhanced G3 Subscription
- Upgraded CWDVSQL to Windows server 2016 virtual machine
- Migrated Camnet Intranet to Sharepoint architecture
- Installed secondary backup servers
- Migrated server platforms from Server 2016 to Server 2019
- Conducted network security audit and implement NIST Cybersecurity standards
- Updated Windows 2019
- Implemented guest wifi network for advanced security; improved wifi at RMWTP
- Installed four cellular boosters: at main office, O&M building, CWRF, and RMWTP

Goals for 2022-2023

- Fully integrate AllConnected
- Develop network and cybersecurity policies
- Complete implementation of Tier 2 Historian to enhance security, segment users out of SCADA network
- Complete new communications site at Reservoir 1B
- Implement multifactor authentication on domain logins
- Migrate from Ankura/CarbonBlack endpoint detection and response to AllConnected
- Hire appropriate-level IT professional
- Implement AMR AclaraOne + MTU upgrade Zone 2
- Migrate Tyler Incode 10 to the cloud
- Add three new microwave links on the west communications backbone
- Client workstation refresh (up to four workstations as needed)
- Investigate moving to Windows 11 for client workstations

Information Services – Program 11

Information Services Program 11		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services									
Outside Contracts	50220	\$ 120,409	\$ 127,214	\$ 229,579	\$ 275,668	\$ 325,000	\$ 606,950	\$ 331,282	54.58%
	50230	-	65	47,000	-	-	-	-	-
Total Contracts & Professional Services		\$ 120,409	\$ 127,279	\$ 276,579	\$ 275,668	\$ 325,000	\$ 606,950	\$ 331,282	54.58%
Services & Supplies									
Communications	50210	\$ 57,353	\$ 74,806	\$ 64,504	\$ 66,800	\$ 65,000	\$ 75,500	\$ 8,700	11.52%
Materials & Supplies	50260	127	86	129	-	-	-	-	-
Repair Parts & Equipment Maintenance	50270	17,401	17,910	28,040	35,000	20,000	35,000	-	0.00%
Dues & Subscriptions	50290	240	-	-	500	-	500	-	0.00%
Total Services & Supplies		\$ 75,121	\$ 92,802	\$ 92,673	\$ 102,300	\$ 85,000	\$ 111,000	\$ 8,700	7.84%
Total Operating Expenses		\$ 195,530	\$ 220,081	\$ 369,252	\$ 377,968	\$ 410,000	\$ 717,950	\$ 339,982	89.95%
Fixed Assets	50600	\$ 110,930	\$ 48,432	\$ 6,354	\$ 53,500	\$ 42,277	\$ -	\$ (53,500)	-100.00%
Total Expenses		\$ 306,460	\$ 268,513	\$ 375,606	\$ 431,468	\$ 452,277	\$ 717,950	\$ 286,482	66.40%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Resource Planning & Engineering Services – Program 12

The Resource Planning program plans and develops water resources and wastewater treatment capacity to serve Camrosa's current and future customers. This involves researching and analyzing alternatives, developing and implementing programs, planning and managing capital projects, and facilitating institutional relations to increase and manage available water. The program also manages Camrosa's environmental review process and related permitting.

Engineering Services manages capital projects and assists in the evaluation, planning, and execution of projects to improve the efficiency of the water and wastewater systems. The program provides development oversight by calculating fees and charges, checking plans for compliance with District standards, inspecting developments and District projects, managing maps and records of completed projects, and providing underground facilities locations for new construction or repairs by other utilities. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Completed construction of Pump Station Zone 2 to Zone 3
- Began construction of Pleasant Valley Well No. 2
- Began construction of Conejo Wellfield GAC treatment plant
- Completed design of CWRF's dewatering press
- Began construction of Reservoir 1B emergency generator/communication facility
- Completed construction of CRWF emergency generator diesel fuel tank replacement
- Began rehabilitation and pump replacement at Tierra Rejada Well
- Completed rehabilitation technical memo regarding entrained air at Penny Well
- Initiated design for replacement of a portion of 12" waterline under Conejo Creek
- Initiated design for replacement of Reservoir 4C and 4C Hydropneumatic Pump Station

Goals for 2022-2023

- Complete construction of Reservoir 1B emergency generator/communication facility
- Begin construction of CWRF's dewatering press
- Complete new communications site at Reservoir 1B
- Complete construction and installation of Pump Station No. 2 emergency generator
- Complete rehabilitation and pump replacement at Tierra Rejada Well
- Complete design and construct preferred solution for Penny Well air entrainment issue
- Complete construction of waterline replacement under Conejo Creek at CamSprings
- Complete construction of GAC treatment at Conejo Wellfield
- Complete construction of PV Well No. 2
- Complete a well siting study for a new supply well for the RMWTP
- Complete sewer hotspot remediation engineering study
- Complete design and begin construction of Ag3 Water Tank & site improvements
- Complete construction of CWRF's chemical feed system upgrades
- Complete CRWF's effluent pond(s) rehabilitation & improvements
- Begin engineering design of PV Well #3

Resource Planning & Engineering Services – Program 12

Resource Planning & Engineering Services Program 12	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services								
Outside Contracts	50220 \$ 1,582	\$ 1,630	\$ 3,339	\$ 216,000	\$ 216,000	\$ 256,000	\$ 40,000	18.52%
Professional Services	50230 43,567	13,693	14,359	20,000	15,000	75,000	55,000	275.00%
Total Contracts & Professional Services	\$ 45,149	\$ 15,323	\$ 17,698	\$ 236,000	\$ 231,000	\$ 331,000	\$ 95,000	28.70%
Services & Supplies								
Small Tools & Equipment	50250 \$ 149	\$ 19	\$ -	\$ 850	\$ 850	\$ 850	\$ -	0.00%
Materials & Supplies	50260 1,797	639	191	1,250	1,250	3,750	2,500	200.00%
Fees & Charges	50350 -	-	-	-	-	-	-	0.00%
Total Services & Supplies	\$ 1,946	\$ 658	\$ 191	\$ 2,100	\$ 2,100	\$ 4,600	\$ 2,500	119.05%
Total Operating Expenses	\$ 47,095	\$ 15,981	\$ 17,889	\$ 238,100	\$ 233,100	\$ 335,600	\$ 97,500	40.95%
Fixed Assets	50600 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses	\$ 47,095	\$ 15,981	\$ 17,889	\$ 238,100	\$ 233,100	\$ 335,600	\$ 97,500	40.95%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



CWRF Chemical Tank and Feeder System upgrades

Water Resource Management – Program 22

The primary function of the Water Resource Management (WRM) program is to protect the District's existing sources of supply and develop new ones. Proliferating State mandates exert pressure on the District's ability to meet customer demand, and much WRM activity is directed at working with state agencies and other water suppliers to implement these regulations in ways that don't compromise our existing sources, stifle innovation, or upset cost/benefit analyses.

WRM cultivates relationships with state and federal legislators and state agency leadership and staff; participates in statewide working groups; and engages in legislative analysis and advocacy. WRM also spearheads Camrosa's public outreach—facility tours, the Web site, social media, public meetings, educational materials—to educate and engage Camrosa customers. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Managed Arroyo Santa Rosa Groundwater Sustainability Plan; coordinated GSA
- Managed Conejo Wellfield GAC treatment plant construction project
- Began Strategic/Management Planning process
- Managed Fox Canyon GMA reporting for GSP and Conejo Creek Pumping Project
- Incorporated results of systemwide leak detection survey into water loss control program
- Participated in Fox Canyon Groundwater Management Agency Oxnard/Pleasant Valley Basin GSP Stakeholder Group and subgroups and Project Subcommittee
- Led/participated in advocacy efforts to influence State policy and regulatory proposals for conservation legislation, Human Right to Water programs, and water quality issues: includes participation in workgroups with State Water Board, Dept. of Water Resources, Metropolitan Water District, ACWA, AWWA, CMUA, and ad hoc regional groups
- Submitted Emergency Response Plan required by America Water Infrastructure Act
- Developed grant program with consultant
- Participated in Calleguas Creek Watershed Salts and Nutrient Management Plan
- Public outreach included presentations to Leisure Village, AWA, CCWUC, and CSUCI

Goals for 2022-2023

- Develop Water Loss Control Program and hire a Water Loss Control Coordinator
- Complete the 2022 Strategic Plan and initiate a Facilities Master Plan
- Manage the Arroyo Santa Rosa GSP
- Complete the Conejo Wellfield GAC Treatment Plant construction project
- Engage with SWRCB/DWR on implementation of new legislation
- Maintain and strengthen Camrosa's position as key collaborator on State water policy development with other water agencies and organizations such as ACWA and CMUA
- Participate in the development of regional water supply projects
- Continue public outreach program

Water Resource Management – Program 22

Water Resource Management Program 22		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services									
Outside Contracts	50220	\$ 27,141	\$ 7,173	\$ 2,584	\$ 18,100	\$ 8,180	\$ 15,000	\$ (3,100)	-17.13%
Professional Services	50230	-	-	-	-	-	-	-	-
Total Contracts & Professional Services		\$ 27,141	\$ 7,173	\$ 2,584	\$ 18,100	\$ 8,180	\$ 15,000	\$ (3,100)	-17.13%
Services & Supplies									
Materials & Supplies	50260	\$ 4,366	\$ 3,131	\$ 529	\$ 3,000	\$ 1,959	\$ 3,000	\$ -	0.00%
Dues & Subscriptions	50290	-	-	-	-	-	-	-	-
Total Services & Supplies		\$ 4,366	\$ 3,131	\$ 529	\$ 3,000	\$ 1,959	\$ 3,000	\$ -	0.00%
Total Operating Expenses		\$ 31,507	\$ 10,304	\$ 3,113	\$ 21,100	\$ 10,139	\$ 18,000	\$ (3,100)	-14.69%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 31,507	\$ 10,304	\$ 3,113	\$ 21,100	\$ 10,139	\$ 18,000	\$ (3,100)	-14.69%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Round Mountain Water Treatment Plant Desalter

Customer Services – Program 24

The Customer Services program is responsible for timely and effective response to customer requests for service. This program provides frontline interface in the field and all direct office services to Camrosa customers. This includes producing monthly water and sewer bills, collecting revenues from monthly billings and water and sewer capital improvement fees, land development processes, and dispatching technicians to satisfy customer requests for service and resolve customer service concerns. Included in this program is data collection, responsibility for new meter sets, meter change-outs, and oversight of the outside contractor responsible for timely and accurate reading of all meters. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Replaced aging meters and optimized automated meter reading technology
- Increased customer enrollment in autopay/reoccurring payment options to almost 40%
- Increased the number of customers opting to go paperless to 14%
- Completed lobby redesign/security enhancements
- Reintegrated water use comparator on customer bills to promote customer water use understanding and efficiency

Goals for 2022-2023

- Complete the expansion of the AMR (automated meter reading) system
- Begin upgrade of utility billing system
- Continue upgrading single-input MTUs (meter transmission units) to dual-frequency MTUs for more frequent readings and to improve performance with real-time consumption software
- Continue replacing aged meters to ensure accurate accounting of water sales
- Support strategies to improve water loss control
- Continue to increase the number of customers opting to go paperless
- Continuous improvement of customer service and best business practices
- Pursue grants to fund customer service education/engagement projects

Customer Services – Program 24

Customer Services Program 24		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services									
Outside Contracts	50220	\$ 111,224	\$ 100,287	\$ 74,028	\$ 78,000	\$ 78,000	\$ 76,000	\$ (2,000)	-2.56%
Professional Services	50230	-	-	-	-	-	-	-	-
Total Contracts & Professional Services		\$ 111,224	\$ 100,287	\$ 74,028	\$ 78,000	\$ 78,000	\$ 76,000	\$ (2,000)	-2.56%
Services & Supplies									
Materials & Supplies	50260	\$ -	\$ 1,465	\$ 638	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
Repair Parts & Equipment Maintenance	50270	-	-	-	-	-	-	-	-
Total Services & Supplies		\$ -	\$ 1,465	\$ 638	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.00%
Total Operating Expenses		\$ 111,224	\$ 101,752	\$ 74,666	\$ 79,000	\$ 79,000	\$ 77,000	\$ (2,000)	-2.53%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 111,224	\$ 101,752	\$ 74,666	\$ 79,000	\$ 79,000	\$ 77,000	\$ (2,000)	-2.53%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Customer Services

Water Quality – Program 25

The Water Quality program ensures Camrosa meets and exceeds all state and federal water quality standards. We do this by operating two State-accredited environmental laboratories that monitor the District's drinking water wells, distribution system, sewer collection system, and treatment plant so the District can maintain optimal operation and quickly respond to water quality issues. The lab maintains the District's industrial waste program and applies for, negotiates, and manages primary operational permits. In an ever-expanding regulatory environment, Water Quality supports regulatory compliance with TMDLs, participates in legislative/regulatory advocacy, and contributes to internal and interagency studies in pursuit of new supplies and improved operations. Water Quality staff consult internally on project research, planning, and implementation. The costs for this program are allocated as overhead to the three cost centers.

Accomplishments for 2021-2022

- Zero violations: 100% compliance with all regulations and permits
- Completed sequential chlorination study at CWRF per wastewater permit
- Began construction of permanent ammonia injection facility for sequential chlorination
- Completed PFAS study at CWRF to satisfy new regulatory requirements
- Evaluated alternative technologies for well degassing at Penny Well
- Supported operational changes at PV Well #2/Woodcreek Well and Pump Station 2 to 3 that maximized local production and impacted water aesthetics
- Assisted RMWTP staff with diagnosing calcium carbonate precipitation issue
- Incorporated TNI-compliant Laboratory Quality Manual and SOPs into lab processes
- Participated in virtual outreach tours for CSUCI classes and led in-person tours
- Coordinated Calleguas Creek Watershed TMDL Salts Subcommittee to implement a “regulatory multibenefit” approach to compliance
- Completed “Initial Demonstration of Proficiency” protocol for metals analysis
- Installed laboratory facilities upgrades at main lab and RMWTP

Goals for 2022-2023

- Zero violations: 100% compliance with all regulations and permits
- Implement a laboratory information management system (LIMS)
- Continue preparing labs for new TNI regulations (multi-year project)
- Assist in startup and operation of Conejo Wellfield GAC treatment plant
- Continue project support: Conejo Wellfield treatment; Penny Well air entrapment; PV Well #2, Tierra Rejada Well, Arroyo Santa Rosa Groundwater Sustainability Plan
- Recruit a full-time laboratory analyst
- Complete construction of ammonia injection system at CWRF
- Advocate on behalf of Camrosa regarding water quality regulations
- Continue participating in Calleguas Creek Watershed Management group, including the TMDL implementation group and the Salts subcommittee

Water Quality – Program 25

Water Quality Program 25	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services								
Outside Contracts	50220 \$ 46,021	\$ 76,978	\$ 57,657	\$ 68,000	\$ 40,000	\$ 72,500	\$ 4,500	6.62%
Professional Services	50230 -	-	-	30,000	25,000	30,000	-	-
Total Contracts & Professional Services	\$ 46,021	\$ 76,978	\$ 57,657	\$ 98,000	\$ 65,000	\$ 102,500	\$ 4,500	4.59%
Services & Supplies								
Small Tools & Equipment	50250 \$ 31	\$ 2,373	\$ 600	\$ 1,500	\$ 1,500	\$ 3,000	\$ 1,500	100.00%
Materials & Supplies	50260 35,580	20,693	37,397	34,650	34,650	38,115	3,465	0.00%
Repair Parts & Equipment Maintenance	50270 899	1,924	3,830	9,000	6,700	10,000	1,000	0.00%
Fees & Charges	50350 13,329	5,331	14,258	26,000	24,000	30,000	4,000	0.00%
Total Services & Supplies	\$ 49,839	\$ 30,321	\$ 56,085	\$ 71,150	\$ 66,850	\$ 81,115	\$ 9,965	14.01%
Total Operating Expenses	\$ 95,860	\$ 107,299	\$ 113,742	\$ 169,150	\$ 131,850	\$ 183,615	\$ 14,465	8.55%
Fixed Assets	50600 \$ 16,831	\$ 5,725	\$ 4,033	24,000	24,129	-	\$ (24,000)	-100.00%
Total Expenses	\$ 112,691	\$ 113,024	\$ 117,775	\$ 193,150	\$ 155,979	\$ 183,615	\$ (9,535)	-4.94%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



RMWTP Laboratory

Buildings/Grounds & Rolling Stock – Program 26

The Buildings/Grounds & Rolling Stock program accounts for maintenance of all District buildings, 65 acres of District property, approximately two miles of District roads, and maintenance of the District's fleet and specialized facilities service equipment. This includes janitorial service, grounds maintenance, landscaping, fencing, weed control, and vehicle leasing and maintenance. These services reflect the District's objective of keeping all grounds secured for public safety, appealing to the eye, and optimally maintained. In addition, this program provides resources for a range of reliable vehicles and equipment, minimizing our reliance on outside contractors. Camrosa has 18 motor vehicles, four tractors, two forklifts, a trailer-mounted non-potable water pump, and multiple trailers in its fleet. These costs are allocated to the three cost centers.

Accomplishments for 2021-2022

- Installed new emergency generator fuel tank at CWRF
- Constructed Pump Station No. 2 emergency standby generator
- Site cleanup at University Well
- Began construction of Reservoir 1B standby generator and communication building
- Completed lobby redesign/security enhancements
- Rehabilitated sewer diversion site and fencing
- Expanded scope of contracted grounds maintenance
- Completed chloramination project at Tierra Rejada Well
- Completed radio tower at reservoir 4B
- Added mobile fuel trailers to fleet

Goals for 2022-2023

- Began construction of Reservoir 1B standby generator and communication building
- Renew erosion control and improve drainage at main headquarters
- Renew leases on fleet as vehicles become available on market
- Replace confined-space air-quality monitoring system at CWRF headworks

Buildings/Grounds & Rolling Stock – Program 26

Buildings/Grounds & Rolling Stock Program 26		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services									
Outside Contracts	50220	\$ 236,553	\$ 260,359	\$ 240,408	\$ 306,000	\$ 280,000	\$ 330,000	\$ 24,000	7.84%
Total Contracts & Professional Services		\$ 236,553	\$ 260,359	\$ 240,408	\$ 306,000	\$ 280,000	\$ 330,000	\$ 24,000	7.84%
Services & Supplies									
Utilities	50200	\$ 23,192	\$ 24,264	\$ 24,772	\$ 28,500	\$ 28,500	\$ 28,700	\$ 200	0.70%
Small Tools & Equipment	50250	17,396	677	193	2,000	2,000	2,000	-	0.00%
Materials & Supplies	50260	70,639	69,932	65,728	79,000	78,000	89,000	10,000	12.66%
Repair Parts & Equipment Maintenance	50270	42,176	45,578	46,305	55,500	55,000	55,500	-	0.00%
Fees & Charges	50350	2,518	3,344	2,311	3,100	0	3,100	-	0.00%
Total Services & Supplies		\$ 155,921	\$ 143,795	\$ 139,309	\$ 168,100	\$ 163,500	\$ 178,300	\$ 10,200	6.07%
Total Operating Expenses		\$ 392,474	\$ 404,154	\$ 379,717	\$ 474,100	\$ 443,500	\$ 508,300	\$ 34,200	7.21%
Fixed Assets	50600	\$ 149,705	\$ 143,354	\$ 24,592	\$ 30,000	\$ 30,000	\$ -	\$ (30,000)	-100.00%
Total Expenses		\$ 542,179	\$ 547,508	\$ 404,309	\$ 504,100	\$ 473,500	\$ 508,300	\$ 4,200	0.83%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Emergency Fuel Trailers

Potable Water Production & Distribution – Program 52

The Potable Water Production & Distribution program produces and delivers clean, reliable potable water to the District's 8,200 service connections in a safe and cost-effective manner. The system includes more than 100 miles of transmission and distribution pipelines, a 1 MGD desalter facility, ten reservoirs, eight active wells, 11 Calleguas turnouts, seven booster stations, ten pressure-reducing stations, 1,300 valves, and 1,100 fire hydrants. These costs are allocated 100% to the potable water cost center. These costs are allocated 100% to the potable water cost center.

Accomplishments for 2021-2022

- Maximized local water supplies: attained 100% local production for a week in December 2021
- Completed contracted distribution system leak detection survey and service geolocation
- Completed construction of Pump Station Zone 2 to Zone 3
- Began construction of Pleasant Valley Well No. 2
- Began construction of Conejo Wellfield GAC treatment plant, providing excavation and pipeline construction ahead of time to facilitate construction
- Began rehabilitation of Meter Stations 5 and 7
- Completed chloramination project at Tierra Rejada Well
- Repaired PV Well #2 and lowered pump, increasing production
- Continued optimizing RMWTP run time
- Continued distribution valve replacement program
- Began rehabilitation and pump replacement at Tierra Rejada Well
- Completed well rehabilitation and design for entrained air issue at Penny Well
- Initiated design for replacement of a portion of 12" waterline under Conejo Creek
- Completed annual potable production meter calibration
- Reduced water loss through leak repair

Goals for 2022-2023

- Get Conejo Wellfield back online and maximize new treatment plant production
- Complete construction of Pleasant Valley Well No. 2
- Convert disinfection at Penny Well from free chlorine to monochloramines
- Add monochloramine monitoring devices at Pumps Station 2 to 3
- Reduce water loss through leak repair and implement other water loss control actions
- Complete distribution system flushing
- Complete rehabilitation of Meter Stations 5 and 7
- Complete rehabilitation and pump replacement at Tierra Rejada Well
- Complete replacement of meter station control cabinets
- Continue distribution valve replacement program
- Continue annual potable production meter calibration

Potable Water Production & Distribution – Program 52

Potable Water Production & Distribution Program 52	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	**% Change over PY
Production								
Import Water Purchases-Calleguas	50010 \$ 5,756,914	\$ 7,349,836	\$ 8,803,462	\$ 7,215,372	\$ 7,605,339	\$ 4,841,579	\$ (2,373,793)	-32.90%
Calleguas Fixed Charges	50012 790,926	764,544	853,914	981,107	913,008	974,290	(6,817)	-0.69%
Salinity Management Pipeline-Calleguas	50011 84,407	120,048	150,165	241,198	184,417	234,193	(7,005)	-2.90%
Production Power	50020 422,847	420,625	553,575	561,513	670,000	840,781	279,268	49.73%
Total Production	\$ 7,055,094	\$ 8,655,053	\$ 10,361,116	\$ 8,999,190	\$ 9,372,764	\$ 6,890,843	\$ (2,108,347)	-23.43%
Contracts & Professional Services								
Outside Contracts	50220 \$ 187,673	\$ 335,162	\$ 153,257	\$ 746,450	\$ 650,000	\$ 705,800	\$ (40,650)	-5.45%
Professional Services	50230 1,318	19,808	23,000	75,000	355,000	320,000	245,000	326.67%
Total Contracts & Professional Services	\$ 188,991	\$ 354,970	\$ 176,257	\$ 821,450	\$ 1,005,000	\$ 1,025,800	\$ 204,350	24.88%
Services & Supplies								
Utilities	50200 \$ 45,824	\$ 39,943	\$ 55,467	\$ 55,000	\$ 56,000	\$ 57,000	\$ 2,000	3.64%
Communications	50210 -	-	-	-	-	-	-	0.00%
Pipeline Repairs	50240 321,304	309,232	289,955	380,000	295,000	380,000	-	0.00%
Small Tools & Equipment	50250 6,447	12,882	12,255	20,000	20,000	20,000	-	0.00%
Materials & Supplies	50260 219,925	196,333	287,646	419,000	420,000	522,500	103,500	24.70%
Repair Parts & Equipment Maintenance	50270 384,959	314,647	340,472	470,000	400,000	472,500	2,500	0.53%
Legal Services	50280 -	-	-	-	-	25,000	-	-
Fees & Charges	50350 50,846	57,084	87,253	74,975	74,000	139,575	64,600	86.16%
Total Services & Supplies	\$ 1,029,305	\$ 930,121	\$ 1,073,048	\$ 1,418,975	\$ 1,265,000	\$ 1,616,575	\$ 197,600	13.93%
Total Operating Expenditures	\$ 8,273,390	\$ 9,940,144	\$ 11,610,421	\$ 11,239,615	\$ 11,642,764	\$ 9,533,218	\$ (1,706,397)	-15.18%
Fixed Assets	50600 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses	\$ 8,273,390	\$ 9,940,144	\$ 11,610,421	\$ 11,239,615	\$ 11,642,764	\$ 9,533,218	\$ (1,706,397)	-15.18%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Reservoir 1B Potable Tank

Non-Potable Water Production & Distribution – Program 53

The Non-Potable Water Production & Distribution program delivers non-potable water to the District's customers in a safe and cost-effective manner. The non-potable system includes the Conejo Creek Diversion structure, 49 million gallons of surface storage area, three wells, four pumping stations, four reservoirs, and 23 miles of distribution pipelines. These costs are allocated 100% to the non-potable water cost center.

Accomplishments for 2021-2022

- Completed annual overhaul of Diversion debris screens
- Calibrated all non-potable production meters
- Inspected and cleaned Reservoir 1A
- Repaired Pump Station 4 mechanical seals
- Replaced 8" and 10" flow meters at Pump Station 4
- Replaced 10" Cla Valves and 10" flow meters at Santa Rosa Pump House
- Completed annual site supervisor inspections for District recycled water customers

Goals for 2022-2023

- Begin planning for the conversion of a portion of the non-potable system to a Title 22-compliant recycled water system
- Complete annual overhaul of Diversion debris screens
- Calibrate all non-potable production meters
- Complete annual sandbar removal at the Conejo Creek Diversion
- Complete design and begin construction of Ag3 Water Tank and site improvements

Non-Potable Water Production & Distribution – Program 53

Non-Potable Water Production & Distribution Program 53		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Production									
Water Purchases-Calleguas	50010	\$ 523,058	\$ 624,738	\$ 598,488	\$ 652,793	\$ 589,169	\$ 768,895	\$ 116,102	17.79%
Conejo Creek Project	50011	645,223	658,919	958,007	618,672	702,980	640,906	22,234	3.59%
CamSan		-	-	-	-	68,000	92,963	92,963	-
Production Power	50020	749,041	778,500	893,380	891,912	859,000	864,183	(27,729)	-3.11%
Total Production		\$1,917,322	\$2,062,157	\$2,449,875	\$ 2,163,377	\$ 2,219,149	\$ 2,366,947	\$ 203,570	9.41%
Contracts & Professional Services									
Outside Contracts	50220	\$ 68,400	\$ 135,480	\$ 110,452	\$ 385,950	\$ 325,000	\$ 382,300	\$ (3,650)	-0.95%
Professional Services	50230	1,318	1,122	-	75,000	325,000	70,000	(5,000)	-6.67%
Total Contracts & Professional Services		\$ 69,718	\$ 136,602	\$ 110,452	\$ 460,950	\$ 650,000	\$ 452,300	\$ (8,650)	-1.88%
Services & Supplies									
Pipeline Repairs	50240	40,362	37,898	9,058	75,000	50,000	100,000	25,000	33.33%
Small Tools & Equipment	50250	-	-	-	4,500	4,500	4,500	-	0.00%
Materials & Supplies	50260	11,369	14,176	16,902	42,000	42,000	42,000	-	0.00%
Repair Parts & Equipment Maintenance	50270	259,716	358,628	172,304	350,000	260,000	350,000	0	0.00%
Fees & Charges	50350	264	4,860	2,035	3,200	3,200	3,500	300	9.38%
Total Services & Supplies		\$ 311,711	\$ 415,562	\$ 200,299	\$ 474,700	\$ 359,700	\$ 525,000	\$ 50,300	10.60%
Total Operating Expenses		\$2,298,751	\$2,614,321	\$2,760,626	\$ 3,099,027	\$ 3,228,849	\$ 3,344,247	\$ 245,220	7.91%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 2,298,751	\$ 2,614,321	\$ 2,760,626	\$ 3,099,027	\$ 3,228,849	\$ 3,344,247	\$ 245,220	7.91%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Conejo Creek Diversion

Wastewater Collection & Treatment – Program 57

The Wastewater Collection & Treatment program provides for the operation, maintenance, and repair of the Camrosa Water Reclamation Facility (CWRF) and the sewer collection system, including 40 miles of collection lines, five lift stations, four siphon structures, and 1,350 manholes. Each year, two thirds of this system receives hydro-cleaning, and suspected trouble spots are identified and videotaped. The source control program ensures that industrial customers do not discharge materials hazardous to the treatment process and restaurants do not discharge grease into the collection system. The CWRF has helped increase the water resources available to the District. These costs are allocated 100% to the wastewater cost center.

Accomplishments for 2021-2022

- No wastewater violations
- No sanitary sewer overflows
- Cleaned two thirds of the collection system
- Completed annual calibration of all flow meters at CWRF
- Completed sequential chlorination study at CWRF and submitted to LA-RWQCB
- Began construction of permanent ammonia injection facility for sequential chlorination
- Completed PFAS study at CWRF to satisfy new regulatory requirements
- Completed replacement of the motor control center at Sewer Lift 1
- Completed replacement of the motor control center at Sewer Lift Read Rd.
- Installed ten additional SmartCover sewer level monitoring devices
- Rehabilitated 40 manholes
- Rehabilitated sewer diversion at CamSan
- Completed construction of CWRF's emergency generator diesel fuel tank replacement

Goals for 2022-2023

- Zero wastewater violations and zero sanitary sewer overflows
- Complete construction of permanent ammonia injection system for sequential chlorination
- Construct Dewatering Press at CWRF
- Complete construction of CWRF effluent pond(s) rehabilitation & improvements
- Complete CWRF upgrades project
- Replace barscreen at CWRF headworks
- Replace "atmospheric monitoring system" within the CWRF headworks building
- Complete annual calibration of all flow meters at CWRF
- Continue manhole rehabilitation

Wastewater Collection & Treatment – Program 57

Wastewater Collection & Treatment Program 57		Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Budget FY 2021-22	Projections FY 2021-22	Budget FY 2022-23	*Increase (Decrease) over PY	*% Change over PY
Production									
Salinity Management Pipeline-Calleguas	50011	\$ 28,383	\$ 14,108	\$ 9,772	\$ 21,492	\$ 10,375	\$ 22,984	\$ 1,492	6.94%
Total Production		\$ 28,383	\$ 14,108	\$ 9,772	\$ 21,492	\$ 10,375	\$ 22,984	\$ 1,492	6.94%
Contracts & Professional Services									
Outside Contracts	50220	\$ 285,809	\$ 530,296	\$ 469,475	\$ 646,000	\$ 704,000	\$ 822,000	\$ 176,000	27.24%
Professional Services	50230	15,191	33,989	52,316	34,000	40,000	30,000	(4,000)	-11.76%
Total Contracts & Professional Services		\$ 301,000	\$ 564,285	\$ 521,791	\$ 680,000	\$ 744,000	\$ 852,000	\$ 172,000	25.29%
Services & Supplies									
Utilities	50200	\$ 16,339	\$ 10,393	\$ 11,012	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	0.00%
Pipeline Repairs	50240	-	13,091	5,369	10,000	14,351	10,000	-	0.00%
Small Tools & Equipment	50250	-	79	1,564	1,000	1,000	1,000	-	0.00%
Materials & Supplies	50260	36,226	44,173	79,893	67,500	75,000	87,500	20,000	29.63%
Repair Parts & Equipment Maintenance	50270	156,384	95,612	53,650	99,000	80,000	99,000	-	0.00%
Dues & Subscriptions	50290	-	-	-	3,000	-	3,000	-	0.00%
Fees & Charges	50350	15,515	35,514	40,753	46,500	46,500	61,500	15,000	32.26%
Total Contracts & Professional Services		\$ 224,464	\$ 198,862	\$ 192,241	\$ 242,000	\$ 231,851	\$ 277,000	\$ 35,000	14.46%
Total Operating Expense		\$ 553,847	\$ 777,255	\$ 723,804	\$ 943,492	\$ 986,226	\$ 1,151,984	\$ 208,492	22.10%
Fixed Assets	50600	\$ -	\$ 16,519	\$ 3,071	\$ 11,100	\$ 10,147	\$ -	\$ (11,100)	-100.00%
Total Expenses		\$ 553,847	\$ 793,774	\$ 726,875	\$ 954,592	\$ 996,373	\$ 1,151,984	\$ 197,392	20.68%

*Compares FY 2021-22 Adopted Budget to FY 2022-23 Adopted Budget



Effluent Pond Relining at the Camrosa Water Reclamation Facility

Capital Projects Summary

During FY2021-22, the District completed a number of capital projects that improved potable water, non-potable water, and wastewater operations.

Potable water improvements included the completion of the potable water model to evaluate storage, pumping, fire flow and other distribution deficiencies, Pump Station 2 to 3, Chloramination improvements, Tierra Rejada rehabilitation, PV Well #2 upgrades and Pump Station #2 generator and full tank installation.

Non-potable water improvements included completion of diversion pump replacement.

Wastewater improvement projects include the installation of smartcovers, sewer lift Read road MCC, Sewer diversion structure rehabilitation, sewer lift #1 MCC, sewer line at woodcreek.

Carryovers and Closeouts

The following table summarizes the existing capital projects that were appropriated in prior fiscal years. Several of the capital projects are projected to be completed by June 30, 2022 and will be capitalized. Any unspent funds will be returned to the appropriate reserve fund. Ongoing capital projects will carryover into the FY2022-23 budget to be complete by June 30, 2023.

Project #	Prior FY Budget	FY 2021-22 Budget	Mid-Year Budget	Total Budget	Total Actual/Projected	Carryover	Closeouts De-Obligate	Description	Status
Completed Projects									
400-22-01		300,000		300,000	205,891	-	94,109	District's Headquarters Security	Completed
550-21-03	60,000	-	-	60,000	59,885	-	115	Sewer Diversion Structure Rehabilitation	Completed
550-22-01		90,000		90,000	89,977	-	23	SmartCovers Sewer Manholes	Completed
600-15-01	1,280,000	-	-	1,280,000	1,214,680	-	65,320	Pump Station 2 to 3	Completed
650-17-05	193,500			193,500	193,426	-	74	Chloramination Project	Completed
650-20-06	110,000	-	-	110,000	108,623	-	1,377	Potable Water Model	Completed
650-22-02		120,000	205,000	325,000	325,000	-	-	Tierra Rejada Well	Completed
650-22-05			407,333	407,333	407,333	-	-	PV Well #2 Upgrades	Completed
750-21-04	70,000	-	-	70,000	66,557	-	3,443	Diversion Pump Replacement	Completed
800-20-03	160,000	-	-	160,000	44,041	-	115,959	Reservoir 4C Hydro-Pneumatic Pump	Completed
800-20-04	160,000	-	-	160,000	53,281	-	106,719	Reservoir 4C Replacement	Completed
900-20-01	153,000	135,000	-	288,000	288,000	-	-	CWRF Emergency Generator Fuel Tank	Completed
900-20-02	250,000	-	-	250,000	250,000	-	-	Sewer Lift #1 MCC	Completed
900-20-03	258,000	-	-	258,000	175,859	-	82,141	Sewer Line Woodcreek	Completed
Total Completed	\$ 2,694,500	\$ 645,000	\$ 612,333	\$ 3,951,833	\$ 3,482,554	\$ -	\$ 469,280		
Carryovers									
400-20-02	315,000	155,000	200,000	670,000	490,000	180,000		Reservoir 1B Comm Facility	Carryover
400-22-02	-	504,000		504,000	-	504,000		Utility Billing System	Carryover
400-22-03	-	90,000		90,000	-	90,000		LIMS	Carryover
400-22-04		65,000		65,000	30,000	35,000		Tier 2 Historian	Carryover
400-22-05		70,000		70,000	13,000	57,000		Radio Tower @4B	Carryover
600-20-02	4,275,000		7,000,000	11,275,000	8,000,000	3,275,000		Conejo Wellfield Treatment	Carryover
650-15-01	5,967,000	-	-	5,967,000	4,400,000	1,567,000		PV Well #2	Carryover
650-20-03	280,000	-	-	280,000	130,000	150,000		Meter Station Control Cabinets	Carryover
650-21-01	290,000	-	-	290,000	140,000	150,000		Meter Station 5 and 7 Rehabilitation	Carryover
650-22-01	-	362,000		362,000	236,000	126,000		Penny Well Degasser	Carryover
650-22-03	-	200,000		200,000	100,000	100,000		Distribution Valve Replacement	Carryover
650-22-04	-	350,000		350,000	150,000	200,000		CamSprings Waterline	Carryover
800-20-02	143,000	190,000	30,000	363,000	300,000	63,000		Pump Station #2 Generator Fuel Tank	Carryover
500-22-01	-	-	400,000	400,000	100,000	300,000		Sequential Chloramination	Carryover
550-21-01	360,000	-	-	360,000	255,000	105,000		Sewer Lift Road Road MCC	Carryover
900-18-01	1,057,500	-	-	1,057,500	900,000	157,500		CWRF Upgrades	Carryover
900-18-02	1,858,000	300,000	-	2,158,000	172,874	1,985,126		De-watering Press	Carryover
900-18-03	869,000	632,500	-	1,501,500	1,200,000	301,500		Effluent Pond Relining	Carryover
Total Carryovers	\$ 15,414,500	\$ 2,918,500	\$ 7,630,000	\$ 25,963,000	\$ 16,616,874	\$ 9,346,126	\$ -		
Total CIPs	\$ 18,109,000	\$ 3,563,500	\$ 8,242,333	\$ 29,914,833	\$ 20,099,428	\$ 9,346,126	\$ 469,280		
Fixed Assets									
Total Fixed Assets	\$ -	\$ 118,600	\$ -	\$ 118,600	\$ 106,553	\$ -	\$ 12,047	FY2021-22 Fixed Assets	
Total CIP & Fixed Assets	\$ 18,109,000	\$ 3,682,100	\$ 8,242,333	\$ 30,033,433	\$ 20,205,981	\$ 9,346,126	\$ 481,327		

Capital Projects Carryover Details

The following capital projects were appropriated in prior fiscal years and to be completed in FY2022-23.

General Projects

400-20-02 \$ 670,000 Reservoir 1B Communication Facility

Reservoir 1B is a main backbone node and vital communication hub for SCADA, AMR, and connectivity to the remote CWRP/RMWTP sites. During recent emergency conditions, such as the Easy and Hill Fires, SCE power to this site was shut down, leaving equipment with limited UPS and/or solar power. Currently, radio and network equipment are housed in an old wooden building that is undersized, lacks adequate insulation, and is vulnerable to weather, wind, fires, and vandalism. Accessibility will be improved; access is currently over a steep unimproved dirt road that is susceptible to erosion, difficult to traverse during bad weather, and problematic for diesel deliveries. Additional improvements include a small emergency standby generator. The budgeted amount includes engineering design and an estimated construction cost. Design is estimated to be complete in spring of 2021 and construction is expected to be completed by July 31, 2022. This is a new project that was not included in the 2019 Rate Study.

400-22-02 \$ 504,000 Utility Billing System

The current billing system, Advanced CIS version 3, is antiquated and was placed online in 2007. Many routine processes are currently performed manually (e.g., late fees and deposits), which is not efficient. Additional functionality includes mobile access for field technicians and web-based account access for customers. Project steps include migrating the existing version 3 from on-premise to cloud-based and then upgrading to version 5. This upgrade benefits all three cost centers. This project is expected to be completed by the end of FY2022-23. This is a new project that was not included in the 2019 Rate Study.

400-22-03 \$ 90,000 Laboratory Information Management System (LIMS)

The labs currently use a combination of Excel, PDFs, and three-ring binders to manage information. A "laboratory information management system," or LIMS, would digitize this process, from field collection via a mobile app to an instrument interface to a fully integrated database. It would increase organization, improve accuracy, save time, streamline permit-related reporting, and maximize data shareability across users in the organization. This project is to be completed the end of FY2022-23. This is a new project that was not included in the 2019 Rate Study.

400-22-04 \$ 65,000 Tier 2 Historian

The existing Wonderware Tier 1 Historian servers are the backbone of the SCADA system. They connect and collect data directly from the District's many PLCs and controllers. This information is relayed to and supports the operator stations and HMIs. This all takes place on protected SCADA subnets. This historical information is also available to the office subnet and workstations as it is used on a regular basis to produce reports. The Tier 2 Historian would provide an additional level of security between the office and SCADA subnets. This is the total project cost, and it is to be completed by August 31, 2022. This is a new project that was not included in the 2019 Rate Study.

400-22-05 \$ 70,000 Radio Tower @ 4B

This project will replace the 40-foot radio tower, equipment, and enclosure at the 4B reservoir site. The existing tower was constructed to support a data collection unit (DCU) for the automated meter reading system; as the District's automation and other technological capabilities have increased over the years, more equipment has been installed on this tower, including support for the east end radio network backbone and the 4B reservoir level, as well as the existing DCU. This project will be completed by September 30, 2022. This is a new project that was not included in the 2019 Rate Study.

Capital Projects Carryover Details (Continued)

Potable Projects

600-20-02	\$11,275,000	Conejo Wellfield Treatment
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Conejo Wellfield wells have tested positive for TCP, a regulated contaminant with an MCL of 5 ppt. The Conejo Wells have consistently been above the MCL. A feasibility study completed in March 2020 recommends a granular activated carbon (GAC) vessel treatment facility. Design was completed in October 2021. Construction began in December 2021 with a 360-day contract. This project is anticipated to be completed by end of calendar year 2022. This is a new project that was not included in the 2019 Rate Study.

650-15-01	\$5,967,000	PV Well #2
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Agreements between the Pleasant Valley County Water District (PVCWD) and the Fox Canyon Groundwater Management Agency (FCGMA) have resulted in the exchange of non-potable surface water for potable groundwater within the Pleasant Valley Basin. This project provides a secondary well, in addition to the existing Woodcreek Well, within the Pleasant Valley Groundwater Basin to produce the District's increased pumping allocations. The new well was drilled in 2016 at the opposite end of Woodcreek Park from the Woodcreek Well. The original design included iron and manganese filtration; water quality analysis since the completion of the well led to removal of the iron and manganese filters from design. The well was brought online in 2020 with temporary piping and well housing while design was finalized and construction of the permanent site orchestrated. Construction of the well is anticipated to be complete by end of calendar year 2022. This project was included in the 2019 Rate Study.

650-20-03	\$ 280,000	Meter Station Control Cabinets
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Camrosa's meter stations control cabinets are aging and have limited functionality. The upgrade will include batteries for an estimated two-plus days of backup with full operational control of the station and interface with Calleguas. The current control cabinets have no backup provisions for power loss. Control cabinets at 11 meter stations will be replaced. This project is expected to be completed by the end of FY2022-23. This project was included in the 2019 Rate Study.

650-21-01	\$ 290,000	Meter Station 5 and 7 Rehabilitation
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Meter Station #5 and #7 are in need of rehabilitation. This rehabilitation effort would include replacing all the Cla-Val valves, replacing associated piping, vault maintenance and painting. This project is expected to be completed by August 31, 2022.

650-22-01	\$ 362,000	Penny Well Degasifier
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Since 2018, the Penny Well has been experiencing air-entrainment issues, forcing the District to operate the below capacity. A consultant has completed a technical memorandum describing design alternatives and pilot testing. Design is expected to be complete by summer of 2022. Construction costs are dependent on the preferred solution; additional funding will be appropriated as necessary. This project is expected to be completed by the end of FY2022-23. This is a new project that was not included in the 2019 Rate Study.

Capital Projects Carryover Details (Continued)

650-22-03 \$ 200,000 Distribution Valve Replacement

The potable distribution system includes more than 200 miles of transmission and distribution pipelines, 1,300 mainline valves, and 1,100 fire hydrant valves. Most of these valves were installed in the late '60s and '70s. The Operations & Maintenance department replaces them as stuck or damaged valves are encountered and as part of both routine and emergency pipeline repairs. This is an ongoing system maintenance expense. Historically, valve replacement costs were appropriated on an individual basis. Establishing this CIP will enable the District to replace valves throughout the year as they are identified and/or in a timely manner after failure, and will provide for financial forecasting. This project is expected to be complete by end of calendar year 2022. This is a new project that was not included in the 2019 Rate Study.

650-22-04 \$ 350,000 CamSprings Waterline

The existing waterline that crosses the Conejo Creek between the Camarillo Springs Golf course and Camarillo Sanitary District treatment plant blew out and needs to be replaced. Operations & Maintenance installed new valves on either side of the creek to isolate the leak. Due to changes in the creek bed since the pipe was originally installed, sections of the pipe are now quite shallow and the condition of the pipe is in question. Returning the line to service is critical to restoring hydraulic capacity in the area, and directional drilling a new line under the creek will provide a more robust solution. Design began in spring 2022. Additional funding of construction will be appropriated as necessary. Construction is expected to begin in the summer of 2022 and be completed by the end of the calendar year. This is a new project that was not included in the 2019 Rate Study.

800-20-02 \$ 363,000 Pump Station #2 Generator & Fuel Tank

This project will provide emergency potable drinking water and fire services to Reservoir 4B in the event of a power outage. Reservoir 4B is the only potable water tank that serves this zone and is supplied from a single pump station (Pump Station No. 2). There is no redundancy available from other tanks or higher pressure zones. This project provides for engineering, pre-purchasing of the generator and fuel tank, and construction. The project is anticipated to be complete by July 31, 2022. This is a new project that was not included in the 2019 Rate Study.

Wastewater Projects

500-22-01 \$400,000 Ammonia Injection (Sequential Chlorination)

Camrosa's Waste Discharge Requirements (WDR) Order No. R4-2019-0118, the operating permit for the Camrosa Water Reclamation Facility (CWRF), approved the substitution of sequential chlorination for the extended chlorine contact times that would have been required by rerating the CWRF from its original 1.5 million gallons a day to 2.25 MGD. This project will require the installation additional process control sensors, ammonia storage/containment, redundant peristaltic pumps, and associated piping, electrical, automation, and SCADA integration. Preliminary results of the sequential chlorination study, described in a report authored by Camrosa staff and submitted to the Los Angeles Regional Water Quality Control Board, proved that disinfection byproduct concentrations within the effluent NPDES and WDR permit limits can be realized while ensuring complete disinfection. This is a new project that was not included in the 2019 Rate Study. This project is anticipated to be completed by end of calendar year 2022.

550-21-01 \$360,000 Sewer Lift Read Road MCC

Read Road Sewer Lift is located on Read Road and lifts the sewer 220 feet into the City of Thousand Oaks' collection system. The Motor Control Center (MCC) and related instrumentation is outdated and needs to be replaced to ensure operational reliability. This project is to be completed by October 31, 2022.

Capital Projects Carryover Details (Continued)

900-18-01	\$1,057,500	CWRF Upgrades
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The CWRF has two hypochlorite tanks that are currently leaking and in need of repair. The tanks are currently exposed to the elements, and this project would include construction of housing to protect them. Housing would also be built to provide cover for the front-end loader, forklift, tiller, and other CWRF vehicles. The concrete, tanks, electrical/instrumentation controls, and structural support were constructed in FY2021-22 and the new tanks were put into service. The roofing and siding system remain outstanding; longer lead times push project completion into next fiscal year. This project is anticipated to be complete by end of calendar year 2022.

900-18-02	\$2,158,000	Dewatering Press
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The District spends approximately \$140,000 in outside contracts and 800 Camrosa labor hours a year to press, till, and dry sludge at the CWRF. A dewatering press would save these resources for other functions. The press would be located adjacent to the biosolids drying beds. Staff has identified a fan press as the preferred machinery. Design is complete but the project currently on-hold. Currently staff is pursuing grant funding for the project. Costs include the fan press equipment and construction. This project is anticipated to be completed by July 31, 2022. This project was included in the 2019 Rate Study

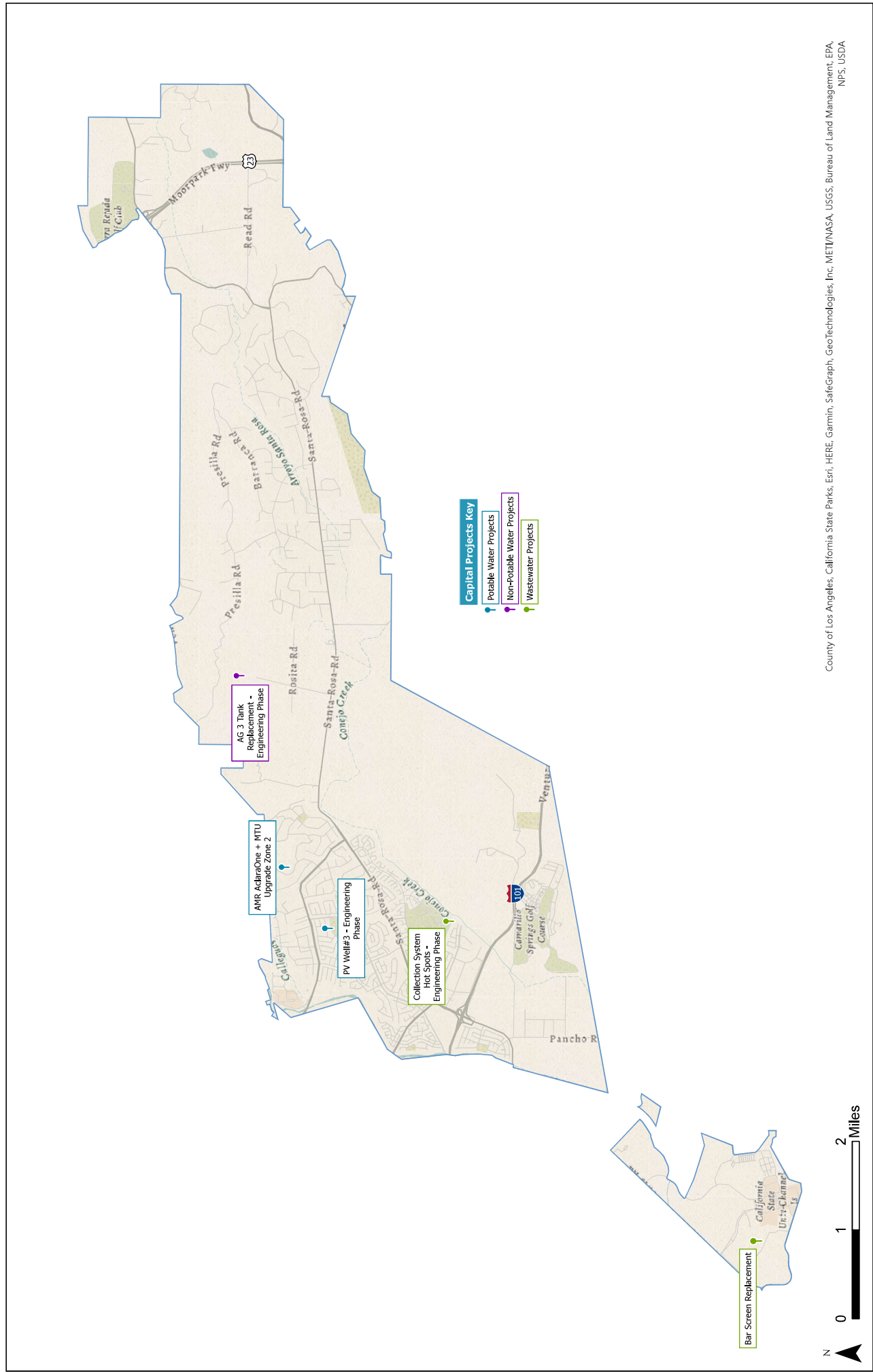
900-18-03	\$1,501,500	Effluent Pond Relining
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The existing effluent ponds at the CRWF were originally lined with a “hydraulic” lining, which can result in leakage. In addition, the ponds accumulate sediment, which promotes plant growth that in turn results in water loss and an accelerated chlorine residual loss. Relining the ponds with soil cement creates a less permeable surface to reduce water loss through leakage and a more robust surface for easier cleaning with heavy equipment to reduce water loss through plant evapotranspiration. Costs includes engineering, soil cement liner, waterstop, slide gate replacement, and bypass pipeline replacement. No outside maintenance labor or equipment is expected. Demolition of the existing liner, earthwork, pipeline construction, and soil cement installation were completed in FY2021-22. Longer-than-anticipated lead items on specific items push this project into FY2022-23, but it is expected to be complete by end of calendar year 2022. This project was included in the 2019 Rate Study.

Capital Projects FY 2022-23

The following table is a listing of the capital projects appropriated as part of the FY2022-23 budget and to be completed by the end of the fiscal year.

Capital Projects	Budget FY 2022-23	Description
Potable Water Projects		
650-23-01	462,000	AMR AclaraOne +MTU Upgrade Zone 2
600-23-01	180,000	PV Well # 3 - Engineering Phase
<i>Total Potable Projects</i>	\$ 642,000	
Non-Potable Water Projects		
750-23-01	150,000	AG 3 Tank Replacement - Engineering Phase
<i>Total Non-Potable Projects</i>	\$ 150,000	
Wastewater Projects		
550-23-01	330,000	Collection System Hot Spots - Engineering Phase
550-23-02	500,000	Diversion Bar Screen Replacement
<i>Total Wastewater Projects</i>	\$ 830,000	
 <i>Total CIPs</i>	 \$ 1,622,000	



Capital Projects FY 2022-23 (Continued)

Potable

650-23-01	\$462,000	AMR AclaraOne + MTU Upgrade Zone 2
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To maintain supportability, Camrosa's AMR (Automatic Meter Reading) system, provided by Aclara, will require modification. Aclara will no longer be supporting the Network Communication Controller (NCC) portion of the system. The NCC is a MS Windows-based server that collects Meter Transmission Unit (MTU) reads and configuration information and provides a graphical HTML interface for analytics and reporting. Aclara will be replacing these NCC functions with a new cloud-based system called AclaraONE. Commensurate with this project, staff is proposing a pilot upgrade of all MTUs in its potable pressure zone 2 from the existing model-3421 (hourly reads). The project would upgrade the existing quantity 1450, Model-3421 (hourly read) units to Model-3451 (hourly, 30-day cached read) units. The project would also include contracted labor support from an experienced Aclara installer for installation of these units. The upgrade would allow staff to perform daily production vs. usage analysis within pressure zone 2. This zone currently exhibits a 14 acre-foot/month average water loss and having the capability to compare daily usage and production would assist in determining the cause of this loss. Additionally, this project would include parts and labor for installation of 400 MTUs in the Camarillo Springs area, which would complete deployment of remote-read meters across all the District's service connections. Staff is in the process of obtaining MTU and installation cost. It is estimated this project would be complete in the spring of 2023. This is a new project not included in the 2019 Rate Study.

600-23-01	\$180,000	PV Well #3 – Engineering Phase
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As part of Pleasant Valley Basin Management, the development of two monitoring wells within the basin are necessary to collect groundwater data that will allow the District to better regulate and make decisions regarding, water quality, water levels, and other geophysical properties. These wells are expected to be constructed within the basin in locations determined by the District's contract hydrogeologist. Permitting and construction of the monitoring wells is expected to take 8-12 months and should be completed no later than summer of 2023.

Non-Potable

750-23-01	\$150,000	AG3 Tank Replacement – Engineering Phase
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The existing Ag3 tank was built in 1991. The tank is partially damaged and, at 50,000 gallons, needs to be upsized; during peak demands, it drains completely, limiting the availability of supply. In lieu of repairing, recoating, and providing necessary drainage and road improvements, the Ag system would benefit from constructing a larger, 100,000-gallon precoated tank. Site, drainage, and roadway improvements would be included in this project. This phase of the project design would include a technical memo that would evaluate tank sizing, existing right-of-way, necessary grading/retaining walls, and various other site improvements, along with a preliminary budget estimate. Design is estimated to be complete by February 2023. Staff would return to request additional funding for the construction. This is a new project and was not included in the 2019 Rate Study.

Capital Projects FY 2022-23 (Continued)

Wastewater

550-23-01 \$330,000 Collection System Hotspots – Engineering Phase

This project would engineer solutions to the District's sewer collection system hotspots. These "hotspots" are sections of sewer pipeline that have settled/sagged or encountered significant root infiltration, both of which conditions cause debris to accumulate and impeded flow, which in turn can result in a sewer blockage and/or backup. Hotspots require constant attention and monitoring, including monthly cleaning by Ventura Regional Sanitation Department. Staff has identified 11 hotspots that need to be investigated, realigned, and/or replaced. This project would identify limits of deficient sewer, conduct potholing (if needed), map slope alignment points, develop feasible alternatives, and prepare engineering drawings and specifications. Construction would proceed on a prioritized basis over several subsequent years. Sewer collection improvements were included in the 2019 rate study but the list has been updated in the interim. Design estimated to be complete by the end of FY2022-23.

550-23-02 \$500,000 Diversion Bar Screen Replacement

Replace Headworks bar screen at CWRP. Project includes screen removal, installation, startup and testing. The project is to be completed by the end of FY2022-23. This project was included in the 2019 Rate Study.

Reserves

Although Camrosa operates through a single-fund expense budget, the District's reserves are managed through several types of accounts and account categories. In general, reserves are established to accumulate funds to increase system capacity and accommodate growth, replace assets as they reach the end of their useful life, meet unanticipated emergencies, stabilize rates, and meet the covenants of debt issuance instruments and other agreements.

Restricted Reserves

The Capital Improvement Project (CIP) amount for FY2022-23 has been established at \$1,622,000. Unrestricted reserves have been appropriated and transferred into the restricted accounts. Reserves in the amount of \$879,529 are held with the District's Trustee in accordance with the bond covenants of the 2016 Revenue Bonds.

Unrestricted Reserves

Unrestricted reserves are accumulated, managed, and earmarked for use by policies developed and implemented by the Camrosa Board of Directors. The Board may amend, discontinue, or supersede these policies at its discretion to serve the best interests of the District. The policy was last updated October 2021.

There are five categories of Unrestricted General Fund Reserves. The Capital Improvement Funds are incremented by the amount of capital fees received from developers each year. The funds are reserved for future expansion of system capacity to meet demand generated as a result of new development and are decremented by the value of the capital projects approved each year for system expansion.

The Capital Replacement Funds are incremented at the end of the fiscal year with contributions from net operating results. The net operating results for each enterprise are distributed directly to the corresponding Capital Replacement Fund. The funds are for both short-term and long-term purposes. The objective is to provide funds for the current and future replacement of existing capital assets as they reach their useful lives. The reserve target level is a minimum of 5% of the replacement value of capital assets.

The Operating and Emergency Funds are incremented from net operating results after all other contributions to reserves have been made. The funds are to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the District's ability to sustain safe or reliable service. The reserve target level is 45 days of O&M expenses.

The Rate Stabilization Fund segregates funds for use in dampening revenue fluctuations or unexpected operational expenses. This fund is used to stabilize rates in the event of short to mid-term rate revenue loss, and/or higher than anticipated operating expenses that cannot be supported by normal revenues. The reserve target level is 10% of the prior year's rate revenue generated from commodity charges only.

Finally, the Pension Liability Reserve Fund segregates funds to manage the ongoing CalPERS Unfunded Accrued Liability. The fund is used for both short-term and long-term purposes. The objective is to provide funds needed to fully fund accrued liabilities. The target is to be 100% funded with a zero UAL balance. To attain 100% funding level the use of reserves may be set aside in the UAL fund to apply additional discretionary payments towards the liability as approved by the Board of Directors.

The FY2022-23 budget is projected to begin with \$29.9 million unrestricted reserves balance, of which \$1,622,000 is committed to new capital projects.

Reserves (Continued)

	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Projected FY 2021-22	CIP FY 2022-23	Projected Rate Stabilization Contribution	Projected Capital Contributions	Projected Net Operating Results	Projected FY 2022-23
Unrestricted Reserves									
Potable Water Rate Stabilization Fund	\$ 170,625	\$ 270,625	\$ 270,625	\$ 270,625	\$ -	\$ -	\$ -	\$ -	\$ 270,625
Non-Potable Water Rate Stabilization Fund	170,625	170,625	465,625	535,625	-	70,000	-	-	\$ 605,625
Wastewater Rate Stabilization Fund	183,750	183,750	183,750	263,750	-	-	-	-	\$ 263,750
Total Rate Stabilization Fund	\$ 525,000	\$ 625,000	\$ 920,000	\$ 1,070,000	\$ -	\$ 70,000	\$ -	\$ -	\$ 1,140,000
Potable Water Capital Replacement Fund (PWCRF)	\$ 10,232,931	\$ 7,564,881	\$ 9,548,413	\$ 17,580,107	\$ (462,000)	\$ -	\$ 710,000	\$ -	\$ 17,828,107
Potable Water Operating and Emergency Reserves (OER)	-	435,002	635,852	645,214	-	-	-	14,241	\$ 659,455
Potable Water Capital Improvement Fund (PWCIF)	3,566,335	2,812,928	1,331,889	1,397,209	(180,000)	-	-	-	\$ 1,217,209
Potable Water In-Lieu Fees (Shea Homes)	-	-	1,194,653	1,194,653	-	-	-	-	\$ 1,194,653
Potable Water Mitigation Fees (Day Ranch)	-	-	130,025	130,025	-	-	-	-	\$ 130,025
Total Potable Funds	\$ 13,799,266	\$ 10,812,811	\$ 12,840,832	\$ 20,947,208	\$ (642,000)	\$ -	\$ 710,000	\$ 14,241	\$ 21,029,449
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$ 1,474,153	\$ 2,583,988	\$ 3,588,158	\$ 4,182,110	\$ (150,000)	\$ -	\$ 1,387,000	\$ -	\$ 5,419,110
Non-Potable Water Operating and Emergency Reserves (OER)	-	462,412	478,970	479,533	-	-	-	3,365	\$ 482,898
Non-Potable Water Capital Improvement Fund (NPWCF)	-	-	-	-	-	-	-	-	\$ -
New Demand Mitigation Fees (Pegh Investments)	637,597	-	-	-	-	-	-	-	\$ -
Non-Potable Water In-lieu Fees (Wildwood Preserve)	318,538	318,538	318,538	318,538	-	-	-	-	\$ 318,538
Total Non-Potable Funds	\$ 2,430,288	\$ 3,364,938	\$ 4,385,666	\$ 4,980,181	\$ (150,000)	\$ -	\$ 1,387,000	\$ 3,365	\$ 6,220,546
Wastewater Capital Replacement Fund (WWCRF)	\$ 4,843,797	\$ 3,050,171	\$ 1,234,409	\$ 2,241,514	\$ (830,000)	\$ -	\$ 440,000	\$ -	\$ 1,851,514
Wastewater Operating and Emergency Reserves (OER)	-	341,439	385,120	389,640	-	-	-	2,127	\$ 391,767
Wastewater Capital Improvement Fund (WWCIF)	2,295,620	836,620	702,316	84,456	-	-	-	-	\$ 84,456
Total Wastewater Funds	\$ 7,139,417	\$ 4,228,230	\$ 2,321,845	\$ 2,715,610	\$ (830,000)	\$ -	\$ 440,000	\$ 2,127	\$ 2,327,737
New Demand Mitigation Fee (Comstock Housing, Inc)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
New Demand Mitigation Fee (Vtra. County Office of Education)	34,249	-	-	-	-	-	-	-	\$ -
Total Mitigation Fees	\$ 34,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Project Fund	\$ 4,680,000	\$ 3,802,829	\$ -	\$ 222,678	\$ -	\$ -	\$ -	\$ -	\$ 222,678
Wastewater Project Fund	617,863	-	-	-	-	-	-	-	\$ -
Total Bond Funds	\$ 5,297,863	\$ 3,802,829	\$ -	\$ 222,678	\$ -	\$ -	\$ -	\$ -	\$ 222,678
Pension Liability Reserve Fund			\$ 142,109	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -
Total Unrestricted Reserves	\$ 29,226,083	\$ 22,833,808	\$ 20,610,452	\$ 29,935,677	\$ (1,622,000)	\$ 70,000	\$ 2,537,000	\$ 19,733	\$ 30,940,410
Restricted Assets									
CSUCI Recycleline Repayment	\$ 117,979	\$ 30,307	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Receivable RMWTP	-	-	-	-	-	-	-	-	\$ -
Grant Receivable PV Well	192,110	83,822	83,822	83,822	-	-	-	-	\$ 83,822
Grant Receivable CamSan Recycle Line	478,516	166,385	-	-	-	-	-	-	\$ -
Total Receivables	\$ 788,605	\$ 280,514	\$ 83,822	\$ 83,822	\$ -	\$ -	\$ -	\$ -	\$ 83,822
Debt Reserves 2011A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Reserves 2012	760,516	-	-	-	-	-	-	-	\$ -
Debt Reserves 2016	879,529	879,529	879,529	879,529	-	-	-	-	\$ 879,529
Total Restricted Assets	\$ 1,640,045	\$ 879,529	\$ 879,529	\$ 879,529	\$ -	\$ -	\$ -	\$ -	\$ 879,529
CIP									
Potable Water Capital Replacements	\$ 1,649,755	\$ 1,263,842	\$ 1,427,328	\$ 3,698,538	\$ 462,000	\$ -	\$ -	\$ -	\$ 4,160,538
Non-Potable Water Capital Replacements	384,199	504,157	144,332	270,193	150,000	-	-	-	\$ 420,193
Wastewater Capital Replacements	46,735	265,003	2,768,781	2,103,099	830,000	-	-	-	\$ 2,933,099
Potable Water Capital Improvements	355,222	1,223,101	2,262,238	2,192,172	180,000	-	-	-	\$ 2,372,172
Wastewater Capital Improvements	-	1,191,757	1,197,859	1,049,127	-	-	-	-	\$ 1,049,127
New Demand Mitigation Fee (Wildwood Preserve Project)	423,167	-	-	-	-	-	-	-	\$ -
New Demand Mitigation Fee (SR Valley)	62,365	-	-	-	-	-	-	-	\$ -
New Demand Mitigation Fee (Shea Homes)	1,686,260	1,681,372	1,358,931	-	-	-	-	-	\$ -
Total CIP	\$ 4,607,703	\$ 6,129,232	\$ 9,159,469	\$ 9,313,129	\$ 1,622,000	\$ -	\$ -	\$ -	\$ 10,935,129
Bonds									
Water Improvements	\$ 948,370	\$ 662,651	\$ 3,336,693	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000
Wastewater Improvements	77,708	671,110	16,249	-	-	-	-	-	\$ -
Total Bond CIP	\$ 1,026,078	\$ 1,333,761	\$ 3,352,942	\$ 33,000	\$ -	\$ -	\$ -	\$ -	\$ 33,000
Total Restricted Assets	\$ 8,062,431	\$ 8,623,036	\$ 13,475,762	\$ 10,309,480	\$ 1,622,000	\$ -	\$ -	\$ -	\$ 11,931,480
Total Reserves minus Receivables	\$ 36,499,909	\$ 31,176,330	\$ 34,002,392	\$ 40,161,335	\$ -	\$ 70,000	\$ 2,537,000	\$ 19,733	\$ 42,788,068

Reserves (Continued)

	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Projected FY 2021-22	Projected FY 2022-23
Unrestricted Reserves					
Potable Water Rate Stabilization Fund	\$ 170,625	\$ 270,625	\$ 270,625	\$ 270,625	\$ 270,625
Non-Potable Water Rate Stabilization Fund	170,625	170,625	465,625	535,625	605,625
Wastewater Rate Stabilization Fund	183,750	183,750	183,750	263,750	263,750
Total Rate Stabilization Fund	\$ 525,000	\$ 625,000	\$ 920,000	\$ 1,070,000	\$ 1,140,000
Potable Water Capital Replacement Fund (PWCRF)	\$ 10,232,931	\$ 7,564,881	\$ 9,548,413	\$ 17,580,107	\$ 17,828,107
Potable Water Operating and Emergency Reserves (OER)	-	435,002	635,852	645,214	659,455
Potable Water Capital Improvement Fund (PWCIF)	3,566,335	2,812,928	1,331,889	1,397,209	1,217,209
Potable Water In-Lieu Fees (Shea Homes)			1,194,653	1,194,653	1,194,653
Potable Water Mitigation Fees (Day Ranch)			130,025	130,025	130,025
Total Potable Funds	\$ 13,799,266	\$ 10,812,811	\$ 12,840,832	\$ 20,947,208	\$ 21,029,449
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$ 1,474,153	\$ 2,583,988	\$ 3,588,158	\$ 4,182,110	\$ 5,419,110
Non-Potable Water Operating and Emergency Reserves (OER)	-	462,412	478,970	479,533	482,898
Non-Potable Water Capital Improvement Fund (NPWCIF)	-	-	-	-	-
New Demand Mitigation Fees (Pegh Investments)	637,597	-	-	-	-
Non-Potable Water In-lieu Fees (Wildwood Preserve)	318,538	318,538	318,538	318,538	318,538
Total Non-Potable Funds	\$ 2,430,288	\$ 3,364,938	\$ 4,385,666	\$ 4,980,181	\$ 6,220,546
Wastewater Capital Replacement Fund (WWCRF)	\$ 4,843,797	\$ 3,050,171	\$ 1,234,409	\$ 2,241,514	\$ 1,851,514
Wastewater Operating and Emergency Reserves (OER)	-	341,439	385,120	389,640	391,767
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New Demand Mitigation Fee (Comstock Housing, Inc)	\$ -	\$ -	\$ -	\$ -	\$ -
New Demand Mitigation Fee (Vtra. County Office of Education)	34,249	-	-	-	-
Total Mitigation Fees	\$ 34,249	\$ -	\$ -	\$ -	\$ -
Water Project Fund	\$ 4,680,000	\$ 3,802,829	\$ -	\$ 222,678	\$ 222,678
Wastewater Project Fund	617,863	-	-	-	-
Total Bond Funds	\$ 5,297,863	\$ 3,802,829	\$ -	\$ 222,678	\$ 222,678
Pension Liability Reserve Fund			\$142,109	\$0	\$ -
Total Unrestricted Reserves	\$ 29,226,083	\$ 22,833,808	\$ 20,610,452	\$ 29,935,677	\$ 30,940,410
Restricted Assets					
CSUCI Recycleline Repayment	\$ 117,979	\$ 30,307	\$ -	\$ -	\$ -
Grant Receivable RMWTP	-	-	-	-	-
Grant Receivable PV Well	192,110	83,822	83,822	83,822	83,822
Grant Receivable CamSan Recycle Line	478,516	166,385	-	-	-
Total Receivables	\$ 788,605	\$ 280,514	\$ 83,822	\$ 83,822	\$ 83,822
Debt Reserves 2011A	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Reserves 2012	760,516	-	-	-	-
Debt Reserves 2016	879,529	879,529	879,529	879,529	879,529
Total Restricted Assets	\$ 1,640,045	\$ 879,529	\$ 879,529	\$ 879,529	\$ 879,529
CIP					
Potable Water Capital Replacements	\$ 1,649,755	\$ 1,263,842	\$ 1,427,328	\$ 3,698,538	\$ 4,160,538
Non-Potable Water Capital Replacements	384,199	504,157	144,332	270,193	420,193
Wastewater Capital Replacements	46,735	265,003	2,768,781	2,103,099	2,933,099
Potable Water Capital Improvements	355,222	1,223,101	2,262,238	2,192,172	2,372,172
Wastewater Capital Improvements	-	1,191,757	1,197,859	1,049,127	1,049,127
New Demand Mitigation Fee (Wildwood Preserve Project)	423,167	-	-	-	-
New Demand Mitigation Fee (SR Valley)	62,365	-	-	-	-
New Demand Mitigation Fee (Shea Homes)	1,686,260	1,681,372	1,358,931	-	-
Total CIP	\$ 4,607,703	\$ 6,129,232	\$ 9,159,469	\$ 9,313,129	\$ 10,935,129
Bonds					
Water Improvements	\$ 948,370	\$ 662,651	\$ 3,336,693	\$ 33,000	\$ 33,000
Wastewater Improvements	77,708	671,110	16,249	-	-
Total Bond CIP	\$ 1,026,078	\$ 1,333,761	\$ 3,352,942	\$ 33,000	\$ 33,000
Total Restricted Assets	\$ 8,062,431	\$ 8,623,036	\$ 13,475,762	\$ 10,309,480	\$ 11,931,480
Total Reserves minus Receivables	\$ 36,499,909	\$ 31,176,330	\$ 34,002,392	\$ 40,161,335	\$ 42,788,068

Reserve Accounts (Continued)

Potable Water - Unrestricted Reserves

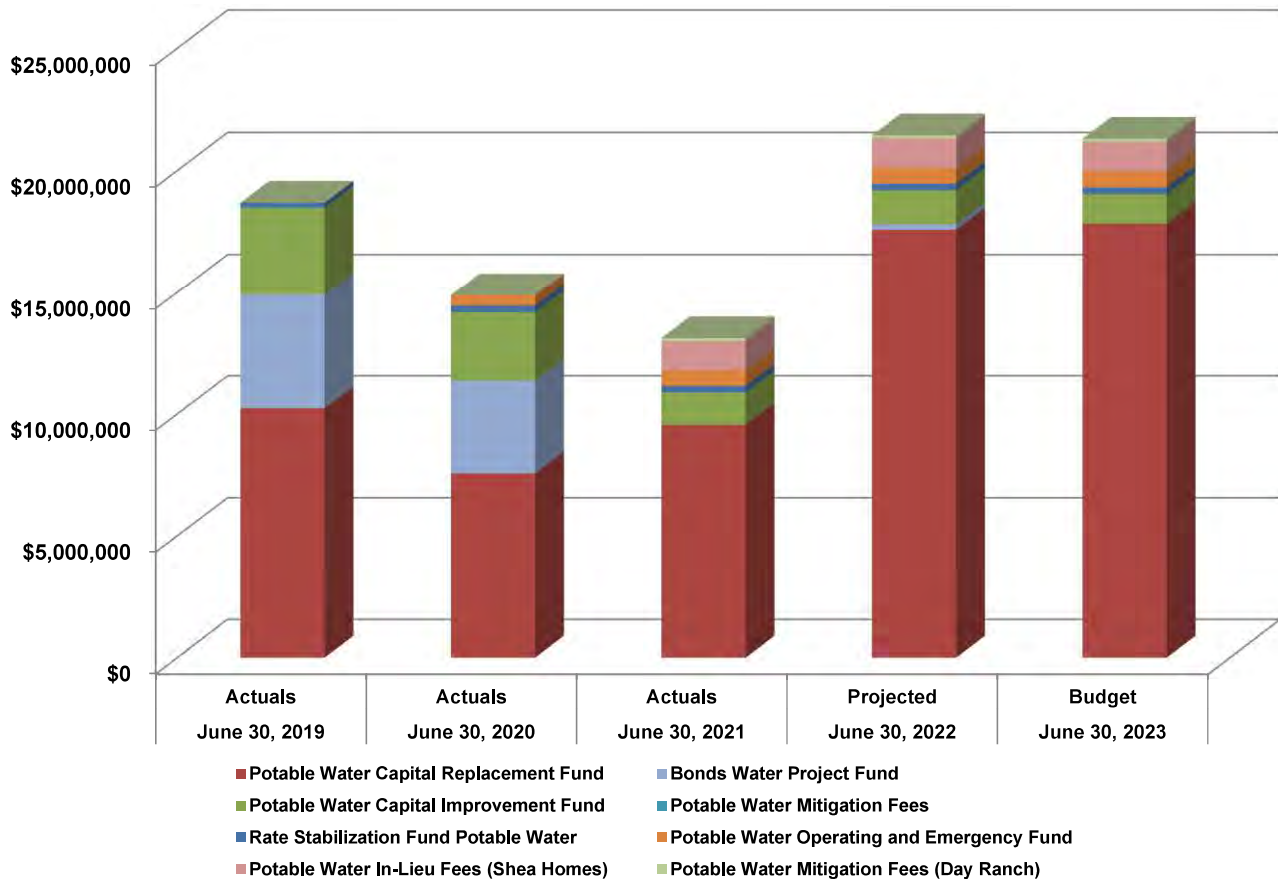


Figure 14 – Unrestricted Potable Water Reserves

The graph above reflects the various unrestricted reserve funds of the Potable Water Operations.

In FY2021-22, Potable Water Funds appropriated approximately \$9,039,877 towards Capital Projects, \$34,463 towards Fixed Assets. The FY2022-23 budget will appropriate \$642,000 from Potable water funds towards Capital Projects. The Potable Water Capital Replacement Fund receives funding from capital replacement contributions. The projected Capital Replacement Contributions amount for FY2021-22 is \$888,000. The Capital Improvement Fund receives funding from connection fees, in FY2021-22 the District did not receive any connection fees. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District does not anticipate a contribution in FY2021-22 or FY2022-23. The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of District business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe and reliable services and receives funding from the operating budget. In FY2021-22, the District projects a contribution of \$9,362 and anticipates a contribution by \$14,241 in FY2022-23.

Reserve Accounts (Continued)

Non-Potable Water - Unrestricted Reserves

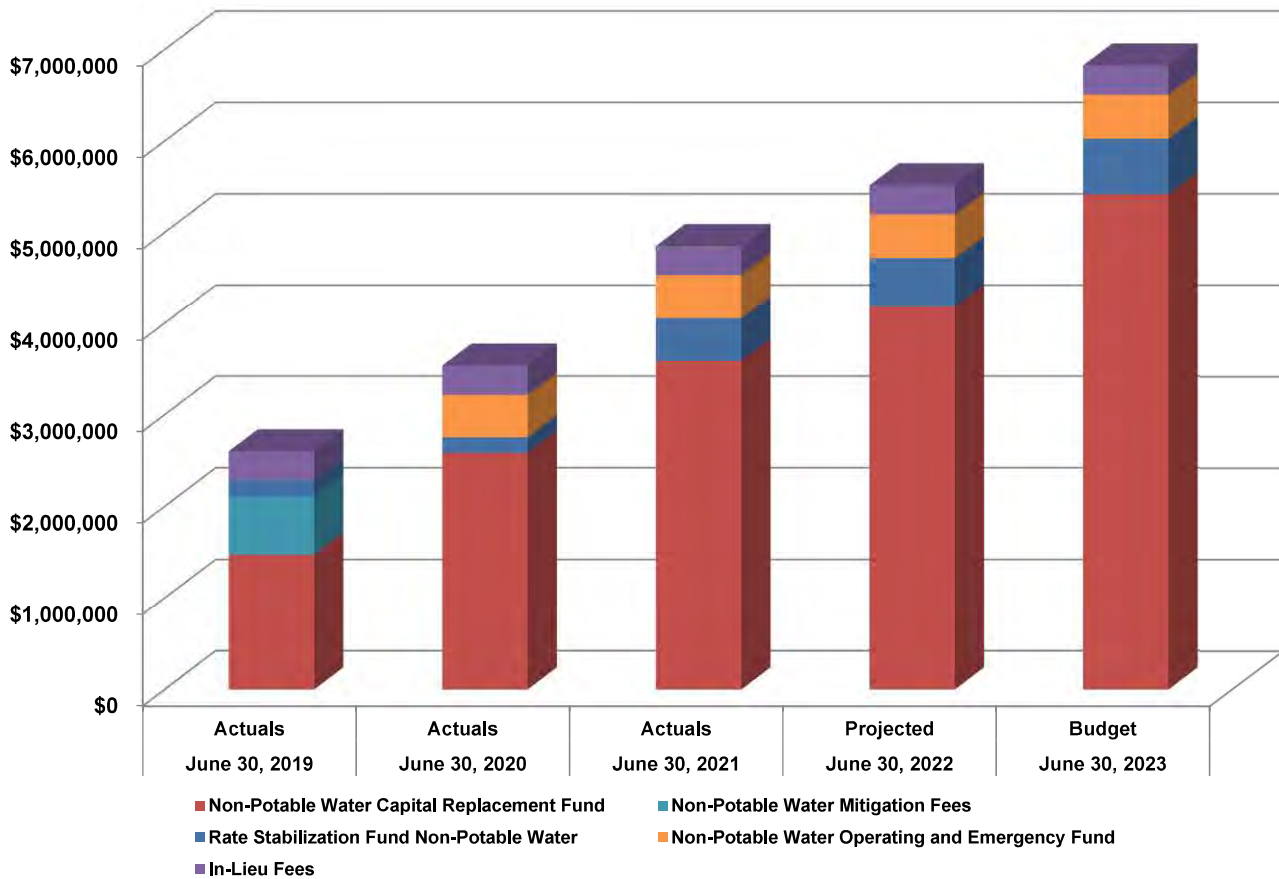


Figure 15 – Unrestricted Non-Potable Water Reserves

The graph above reflects the various unrestricted reserve funds of the Non-Potable Water Operations.

In FY2021-22, Non-Potable Water Funds appropriated approximately \$1,276,656 towards Capital Projects and \$31,812 towards Fixed Assets. The FY2022-23 budget will appropriate \$150,000 from Non-Potable Water Funds towards Capital Projects. The Non-Potable Water Capital Replacement Fund receives funding from capital replacement contributions. The Capital Replacement Contributions for FY2021-22 are projected to be approximately \$1,738,000. This contribution will improve the District's ability to pay for future capital projects without the need to issue debt. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District projects a contribution to the fund in the amount of \$70,000 in FY2021-22 and FY2022-23. . The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe or reliable services and receives funding from the operating budget. In FY2021-22, the District projects a contribution of \$563 and anticipates contributing \$3,365 in FY2022-23.

Reserve Accounts (Continued)

Wastewater - Unrestricted Reserves

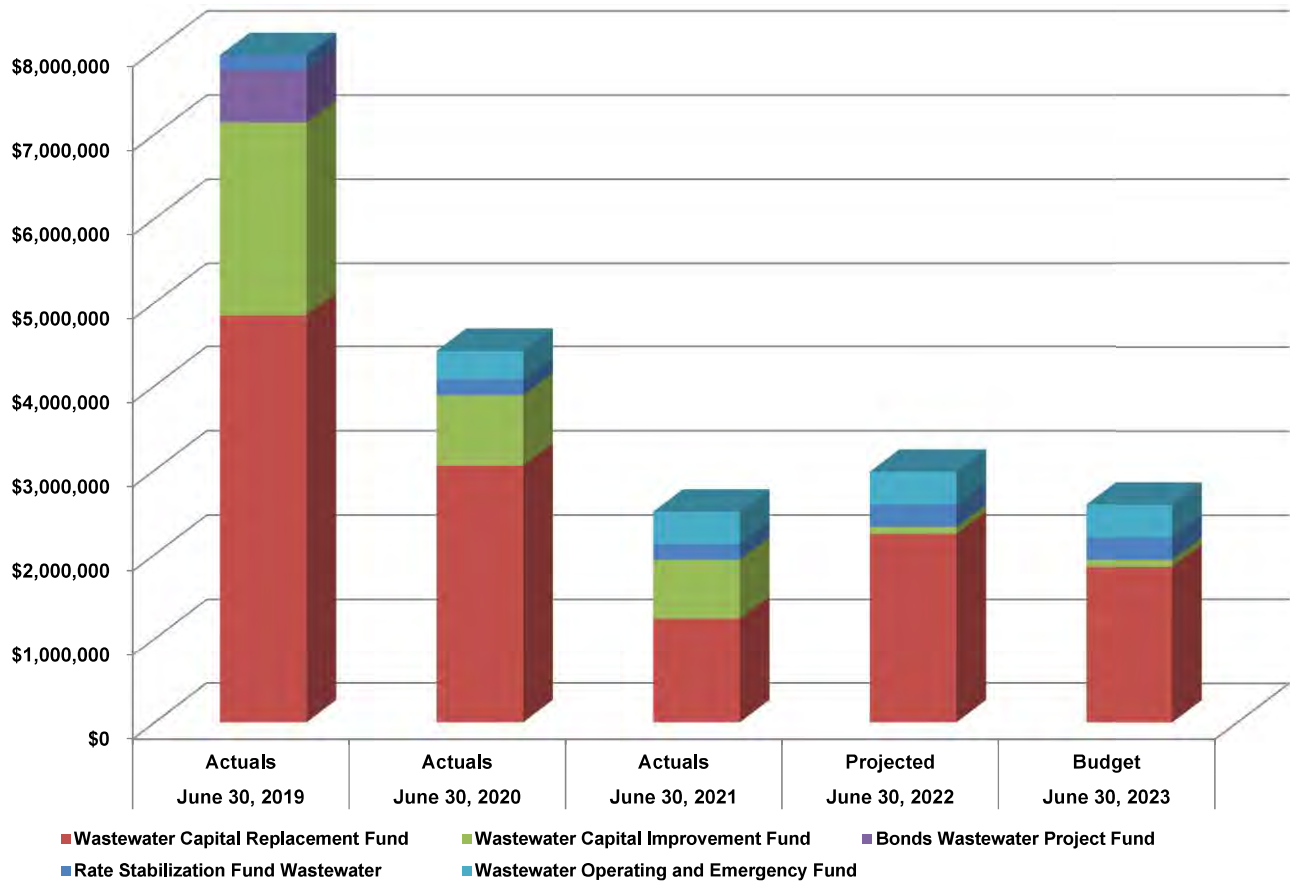


Figure 16 – Unrestricted Wastewater Reserves

The graph above reflects the various unrestricted reserve funds of the Wastewater Operations.

In FY2021-22 Wastewater funds appropriated approximately \$978,000 towards Capital Projects and \$52,325 towards Fixed Assets. The FY2022-23 budget will appropriate \$830,000 from Wastewater funds towards Capital Projects. The Wastewater Capital Replacement Fund receives funding from capital replacement contributions. The Capital Replacement Contributions for FY2021-22 are projected to be \$795,000. The Capital Improvement Fund receives funding from connection fees, in FY2021-22 the District did not receive connection fees. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District projects a contribution to the fund in the amount of \$80,000 for FY2021-22. The District does not anticipate a contribution in FY2022-23. The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of District business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe or reliable services and receives funding from the operating budget. In FY2021-22, the District projects a contribution of \$4,520 and anticipates contributing \$2,127 in FY2022-23.

Debt Service

The District's debt rating is "AA" from Standard & Poor's. The debt rating was upgraded on October 12, 2016 from "AA-" to "AA".

The District's outstanding debt consists of the Series 2011A/2016A Water and Wastewater Revenue Bonds.

The District issued \$9,630,000 in 2011A Project bonds in September 2011. Proceeds of the bonds funded \$6,508,000 of water capital projects and \$2,447,000 of wastewater capital projects. Subsequently in September 2016, the 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. Refunding resulted in more than \$663,000 in net present value savings, lowering the District's annual debt service payment.

The annual debt service payments for FY2022-23 on the Series 2011A/2016 will be approximately \$1,035,331. Approximately \$189,525 is paid with sewer service revenues. The remaining \$845,806 is paid with water revenue. A complete debt service schedule is located in Appendix #4.

A condition of the 2011A/2016 Refunding Revenue Project Bonds issuance is the maintenance of a minimum debt service coverage ratio of 1.15%. The District has adopted a formal debt policy and no legal debt limit; however, the District's future borrowing capacity is limited by the debt coverage ratio required by existing bond covenants. The District's debt service coverage ratio for FY2022-23 is budgeted to 3.58 for Water and 3.33 for Wastewater.

The following pages illustrate the District's actual debt service coverage. Over the past several years, a concerted effort has been made to improve debt service ratios to stay well above the 1.15% debt service ratio required by bond covenants.

Water Debt Service Ratio

	Actuals FY2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Projections FY 2021-22	Budget FY 2022-23
Revenues					
Water Sales:					
Potable	\$ 9,451,209	\$ 10,655,664	\$ 12,772,834	\$ 12,726,477	\$ 11,004,700
Recycle/Non-Potable	3,951,614	4,507,819	4,823,961	4,428,773	5,066,300
Water Sales to Pleasant Valley	678,598	1,340,423	1,669,579	1,648,800	1,261,500
Meter Service Charge	2,615,301	2,312,427	2,346,434	2,498,213	2,591,900
Special Services	145,904	69,266	25,378	48,037	55,000
Pump Zone Charges	46,658	46,037	55,411	64,171	52,000
Miscellaneous	8,356	4,272	69,331	-	-
Interest Revenues	540,721	502,387	108,987	55,692	55,000
Taxes	620,590	661,932	700,753	684,840	734,527
Mitigation & In-Lieu Fees	2,323,857	-	1,324,678	-	-
Capital Fees	1,986,350	9,825	55,825	-	-
Total Revenues	\$ 22,369,158	\$ 20,110,052	\$ 23,953,171	\$ 22,155,003	\$ 20,820,927
Expenses					
Production	\$ 8,972,416	\$ 10,717,210	\$ 12,810,991	\$ 11,591,913	\$ 9,257,790
Salaries & Benefits	2,520,434	2,858,529	2,323,040	2,419,450	2,952,956
Outside Contracts & Professional Services	674,103	979,417	809,835	2,460,911	2,873,445
Supplies & Services	1,837,441	1,784,825	1,733,313	2,123,123	2,706,324
Total Expenses	\$ 14,004,394	\$ 16,339,981	\$ 17,677,179	\$ 18,595,397	\$ 17,790,515
Net Operating Revenues	\$ 8,364,764	\$ 3,770,071	\$ 6,275,992	\$ 3,559,606	\$ 3,030,412
Debt Service	1,536,881	1,512,831	843,081	853,681	845,806
Debt Service Coverage Ratio	5.44	2.49	7.44	4.17	3.58

Water Debt Coverage Ratio

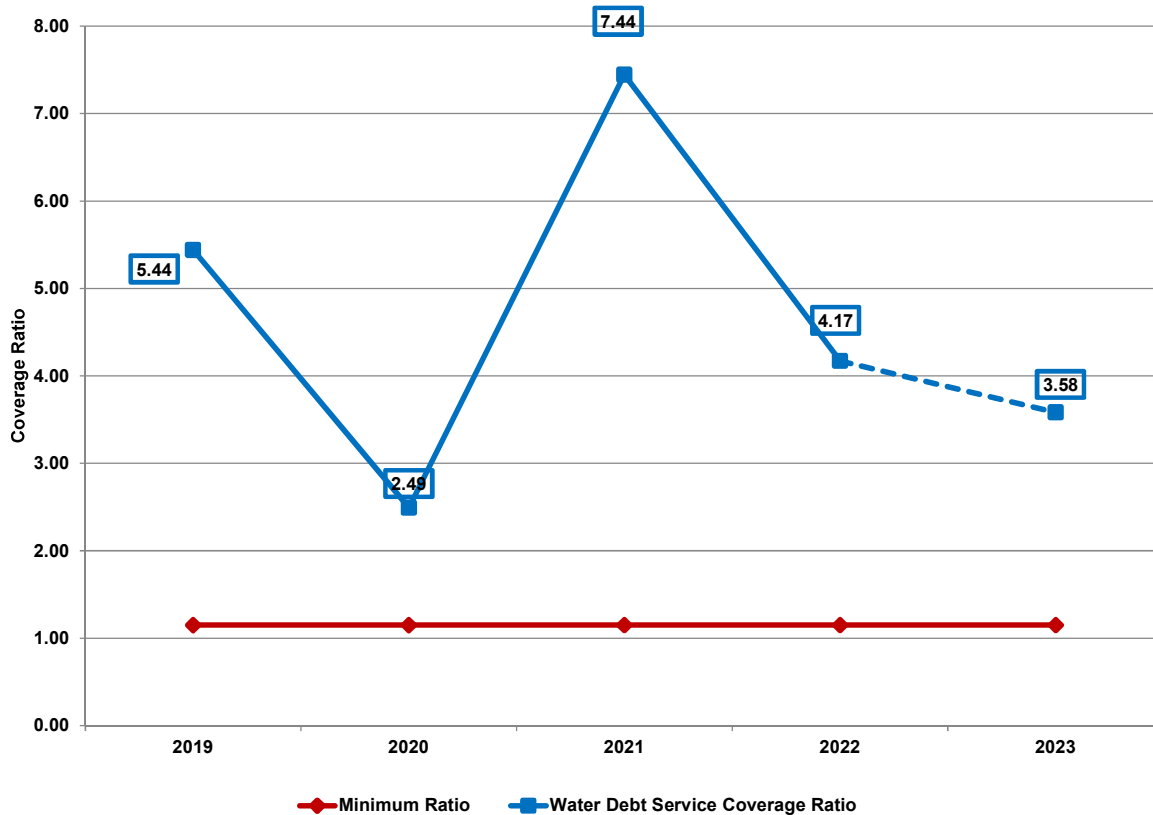


Figure 17 – Historical Debt Service Coverage Ratios – Water

Wastewater Debt Service Ratio

	Actuals FY 2018-19	Actuals FY 2019-20	Actuals FY 2020-21	Projections FY 2021-22	Budget FY 2022-23
Revenues					
Sewer Service Charge	\$ 3,336,794	\$ 3,575,963	\$ 3,855,258	\$ 4,056,783	\$ 4,441,500
Special Services	78,564	28,691	4,545	14,597	17,000
Miscellaneous	899	1,301	818	7,947	-
Interest Revenues	236,871	153,524	32,608	12,909	13,000
Capital Fees	1,355,910	-	-	-	-
Total Revenues	\$ 5,009,038	\$ 3,759,480	\$ 3,893,229	\$ 4,092,236	\$ 4,471,500
Expenses					
Production	\$ 28,383	\$ 14,108	\$ 9,772	\$ 10,375	\$ 22,984
Salaries & Benefits	1,357,158	1,449,728	1,250,867	1,302,779	1,590,053
Outside Contracts & Professional Services	535,295	844,735	816,780	1,192,952	1,626,995
Supplies & Services	503,272	442,319	430,676	515,660	599,816
Total Expenses	\$ 2,424,108	\$ 2,750,890	\$ 2,508,095	\$ 3,021,766	\$ 3,839,848
Net Operating Revenues	\$ 2,584,930	\$ 1,008,590	\$ 1,385,134	\$ 1,070,470	\$ 631,652
Debt Service	633,250	617,150	191,450	190,950	189,525
Debt Service Coverage Ratio	4.08	1.63	7.23	5.61	3.33

Wastewater Debt Coverage Ratio

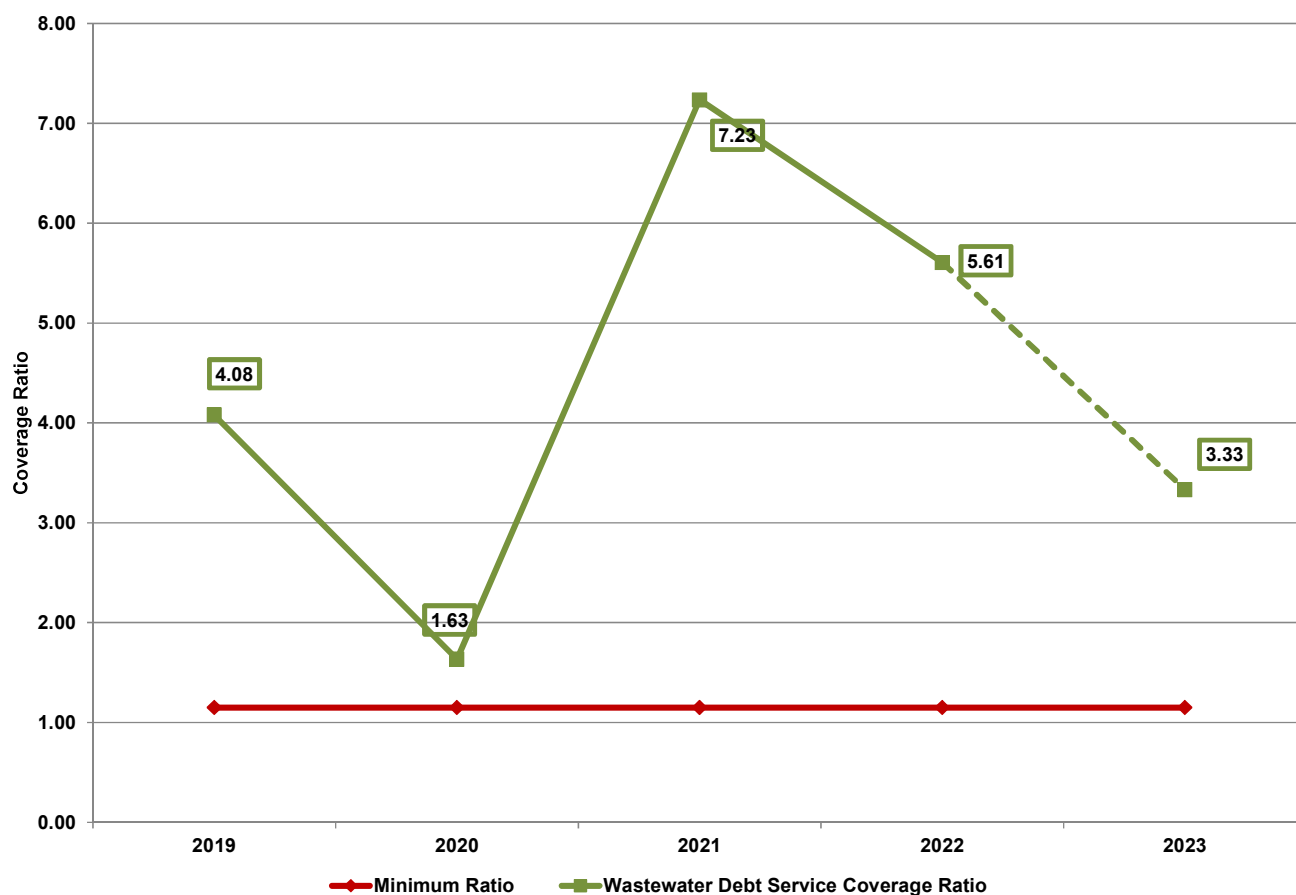


Figure 18 – Historical Debt Service Coverage Ratios – Wastewater

Five-Year Capital Outlay

The District has incorporated a five-year capital outlay forecast into the FY2022-23 Operating and Capital Budget. The forecast expands the operating budget by projecting capital and equipment expenditures. Included in the capital expenditures are expansion projects as well as improvement and replacement projects over the next five years. The Comprehensive Rate Study, completed in 2019, incorporated projects into the rate model to set the five-year schedule of rates and fees.

Potable Water Capital Outlay

No.	Project Description	2022-2023 Budget	Mid-Year 2022-2023	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	Total
Potable Water Facilities									
1	AMR AclaraOne + MTU Upgr Zone 2	462,000							\$ 462,000
2	Sampling Stations			100,000	500,000	500,000			\$ 1,100,000
3	Reservoir Rehabilitation Program								
4	Res 4C Hydro-pneumatic Pump Station			1,655,000					\$ 1,655,000
5	Res 4C Tank Replacement				2,440,000				\$ 2,440,000
6	Res 3A Tank Replacement - Potable						220,000	4,170,000	\$ 4,390,000
7	New Potable reservoir (1C)			495,000	3,382,500				\$ 3,877,500
8	New Pump Station Program								
9	Pump Station 1 to 2 @ MS#8				97,200	900,000			\$ 997,200
10	Pump Station 2 to 3D at MS#6						97,200	900,000	\$ 997,200
11	Pump Station Replacement Program								
12	3D Pump Station 5				600,000				\$ 600,000
13	Pump Station 1&2 - Mechanical						350,000		\$ 350,000
14	Distribution Valve Replacement		100,000	100,000	100,000	100,000	100,000	100,000	\$ 600,000
15	Cam Springs Waterline		150,000						\$ 150,000
16	Expand Santa Rosa Line to 24' (Upland Rd to San Rafael Way)			58,500	600,000				\$ 658,500
17	New Well Design Program								
18	CSCUI Back-up Well			3,000,000					\$ 3,000,000
19	PV Well # 3	180,000		7,820,000					\$ 8,000,000
20	2 Monitoring Wells (PV Basin)				540,000				\$ 540,000
21	SR #3 Utilization					100,000			\$ 100,000
22	Well Rehabilitation Program								
23	Well Rehabilitation Program			400,000		200,000		200,000	\$ 800,000
24	Meter Station Replacement Program								
25	Meter Station 11 & Pressure Relief Station Rehabilitation			290,000					\$ 290,000
26	Meter Station Replacement Program					200,000		150,000	\$ 350,000
27	VFD Replacement Program								
28	VFD Replacement Program			30,000	30,000	30,000	30,000	30,000	\$ 150,000
29	Total Potable Water Facilities	\$ 642,000	\$ 250,000	\$ 13,948,500	\$ 8,289,700	\$ 2,030,000	\$ 797,200	\$ 5,550,000	\$ 31,507,400

Five-Year Capital Outlay (Continued)

Non-Potable Water Capital Outlay

No.	Project Description	2022-2023 Budget	Mid-Year 2022-2023	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	Total
Non-Potable Water Facilities									
1	Pond Improvements			110,000	1,500,000				\$ 1,610,000
2	Reservoir Rehabilitation Program								
3	AG3 Tank Replacement	150,000		660,000					\$ 810,000
4	Yucca Tank Replacement					135,000	425,000		\$ 560,000
5	Ag 2 tank recoating						150,000	150,000	\$ 300,000
6	Pump Station Replacement Program								
7	PS#4 Auxiliary Pump			65,000					\$ 65,000
8	Pump Station Replacement Program (PS4 then Pond Station)			420,000			425,000		\$ 845,000
9	Non-Potable Pipeline Replacement Program								
10	Non-Potable Distribution expansion			250,000	250,000	2,250,000	2,250,000		\$ 5,000,000
11	Non-Potable Pipeline Replacement Program			60,000	90,000	390,000		390,000	\$ 930,000
12	Well Rehabilitation Program								
13	Santa Rosa Well #10 Well Rehabilitation			230,000					\$ 230,000
14	NP Well Rehabilitation Program				250,000		250,000		\$ 500,000
15	VFD Replacement Program			50,000	50,000	50,000	50,000	50,000	\$ 250,000
16	MCC Replacement Program			300,000	520,000	240,000			\$ 1,060,000
17	Total Non-Potable Water Facilities	\$ 150,000	\$ 0	\$ 2,145,000	\$ 2,660,000	\$ 3,065,000	\$ 3,550,000	\$ 590,000	\$ 12,160,000

Wastewater Capital Outlay

No.	Project Description	2022-2023 Budget	Mid-Year 2022-2023	FY 2024 Projection	FY 2025 Projection	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	Total
Wastewater Facilities									
1	CWRF PLC Replacement			175,000	700,000				\$ 875,000
2	Dewatering Press			850,000					\$ 850,000
3	Smart Covers Sewer Manholes			90,000	90,000	90,000	90,000	90,000	\$ 450,000
6	New CWRF Generator			400,000					\$ 400,000
7	Sewer Lift MCC & Rehabilitation								
8	Sewer Lift 4 MCC & Rehabilitation			360,000					\$ 360,000
9	Sewer Lift MCC & Rehabilitation (3 & 2)							360,000	\$ 360,000
10	Collection System Replacement								\$ -
11	Collection System Hot Spots	330,000			330,000		330,000		\$ 990,000
12	Bar Screen Replacement	500,000		-					\$ 500,000
13	Total Wastewater Facilities	\$ 830,000	\$ 0	\$ 1,875,000	\$ 1,120,000	\$ 90,000	\$ 420,000	\$ 450,000	\$ 4,785,000
14	Total General Projects	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,250,000
15	Grand Total Projects & Fixed Assets	1,622,000	250,000	18,218,500	12,319,700	5,435,000	5,017,200	6,840,000	49,702,400

Five-Year Financial Forecast

The District has incorporated a five-year financial forecast into the FY2022-23 Operating and Capital Budget. The financial forecast expands the operating budget by projecting operational results, capital and equipment expenditures, and the District's reserve balances by Fund. Included in the capital expenditures are expansion projects as well as improvement and replacement projects over the next five years.

Potable Water Program Operating Budget

Assumptions:

- **Water Revenue.** The commodity and meter service charge revenue projections incorporate the adopted rates through July 2023. The following is the projected timeline of upcoming development incorporated into the five-year forecast:
 - Shea Homes: FY2023-24; 105 AFY potable sales, 150 MSF
 - Pegh Investments: FY2023-24 48.3 AFY potable sales, 8 MSF
- **Continued Increased Cost of Imported Water.** MWD and CMWD have prepared long-range finance plans that provide projected imported water rates. The District's adopted five-year rate schedule incorporated the increase of imported water through June 2024. The forecast assumes a pass-thru of the cost increase of imported water beginning in FY2025 assuming the board will adjust rates for the cost of import water. The following are the projected imported commodity water rate increases from MWD and CMWD:
 - 2023 – 4.5%, \$1,632/AF
 - 2024 – 5.0%, \$1,714/AF
 - 2025 – 5.4%, \$1,806/AF
 - 2026 – 6.0%, \$1,914/AF
 - 2027 – 5.4%, \$2,018/AF
- **Continued Increased Costs of Imported Fixed Charges.** In addition to the projected imported Tier 1 rate increases from MWD and CMWD, increases are also projected for the fixed charges, which is a combination of a capacity-reservation charge and a readiness-to-serve charge. The District's adopted five-year rate schedule incorporated the increase of imported water through June 2024. The forecast assumes a pass-thru of the cost increase of imported fixed charges beginning in FY2025 assuming the board will adjust rates for the cost of imported fixed charges. The following are the projected fixed charges from MWD and CMWD:
 - 2023 – 6.7%, \$ 974,290
 - 2024 – 14.2%, \$1,112,841
 - 2025 – 10.5%, \$1,229,520
 - 2026 – 6.8%, \$1,313,018
 - 2027 – 3.2%, \$1,355,615
- **Reduction of Imported Water Purchases.** The FY2022-23 operating budget blend ratio of imported water is currently at 53%. The completion of PV Well #2 in winter of 2022 and completing the Conejo Wellfield GAC treatment plant and returning that local resource to service should combine to reduce imported purchases to 63% in FY2023-24. Optimizing and maintaining our other local potable sources (the RMWTP, Penny Well, Tierra Rejada Well, etc.) is critical to keeping imported volumes and costs low.
- **Increase of Production Power.** As a result of the development of the local water resource projects described above, local production power will increase beginning in FY2023-24. In addition to the increase of production power for these projects, the forecast incorporates an annual three-percent increase for power costs beginning in FY2023-24.
- **Operational & Maintenance Expenses.** Operational and maintenance expenses are projected to increase 3% annually beginning in FY2023-24.
- **Other Income.** Interest Income, Property Tax, Special Services, and Miscellaneous Income are projected to remain at the current FY2022-23 levels with no increases.

- **Rate Stabilization Fund.** The forecast does not include contributions the to the rate stabilization fund as a result of contributing to the capital replacement fund for capital outlay projects. The target level of \$1,200,000 projected from the 2019 Rate Study and the current balance is \$270,625.
- **Capital Replacement Contribution.** The contribution to the capital replacement program is projected to continue into FY2023-24 in the amount of \$2,580,000 and decrease to \$2,250,000 in FY2027-28. Capital replacement contributions are utilized for infrastructure improvements and rehabilitation projects and transferred to the capital replacement fund. The projected balance is \$785,916 in comparison to the target level of \$6,400,000 projected from the 2019 Rate Study.

Potable Water Program Operations						
	2023 Budget	2024 Projection 7/1/24 last rate increase	2025 Projection pass-through	2026 Projection pass-through	2027 Projection pass-through	2028 Projection pass-through
Operating Revenue						
Water Sales						
Potable Water Sales	11,004,700	13,327,100	13,327,100	13,327,100	13,327,100	13,327,100
Meter Service Charge	2,465,300	2,643,600	2,643,600	2,643,600	2,643,600	2,643,600
Special Services	30,000	30,000	30,000	30,000	30,000	30,000
Pump Zone/Miscellaneous	31,000	31,000	31,000	31,000	31,000	31,000
Total Operating Revenue	\$ 13,531,000	\$ 16,031,700	\$ 16,031,700	\$ 16,031,700	\$ 16,031,700	\$ 16,031,700
Non-Operating Revenue						
Property Tax	440,716	440,700	440,700	440,700	440,700	440,700
Interest Income	40,000	40,000	40,000	40,000	40,000	40,000
Total Non-Operating Revenue	\$ 480,716	\$ 480,700	\$ 480,700	\$ 480,700	\$ 480,700	\$ 480,700
Total Potable Program Revenue	\$ 14,011,716	\$ 16,512,400	\$ 16,512,400	\$ 16,512,400	\$ 16,512,400	\$ 16,512,400
Potable Program Expenditures						
Water Purchases	6,050,062	5,822,000	5,828,800	5,835,800	5,843,000	5,543,600
Production Power	840,781	1,146,000	1,179,700	1,213,500	1,251,400	1,208,000
Operations and Maintenance	5,581,044	6,126,170	6,194,109	6,346,522	6,503,144	6,664,092
Total Potable Program Expenses	\$ 12,471,887	\$ 13,094,170	\$ 13,202,609	\$ 13,395,822	\$ 13,597,544	\$ 13,415,692
Rate Stabilization Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Contribution	\$ 710,000	\$ 2,580,000	\$ 2,475,000	\$ 2,255,000	\$ 2,060,000	\$ 2,250,000
Debt Service Obligation						
2011A/2016 Water and Wastewater Project	815,588	821,677	814,961	827,514	821,771	827,793
Total Debt Services	815,588	821,677	814,961	827,514	821,771	827,793
➤ Net Operating Results less Debt Service	\$ 14,241	\$ 16,553	\$ 19,830	\$ 34,064	\$ 33,085	\$ 18,915

Table 1 – Projected Potable Water Operations

Potable Water Program Reserves

The long-term financial forecast of the Potable Water Program's operating budget reflects a contribution to the Potable Capital Replacement Fund through the Net Operating Results. Staff has incorporated anticipated capital outlay projects that will occur in the five-year financial forecast and require use of the reserve funds.

The following tables depict the Potable Water Program's Net Operating Results, and the sources and uses of the reserve funds of the Potable Capital Replacement and Potable Capital Improvement Fund.

- **Capital Replacement Contribution.** The capital replacement contribution is budgeted in the potable water program and transferred to the capital replacement fund for replacing aging infrastructure.
- **Fund Balance.** The projected fund balance in FY2027-28 is \$785,916. The 2019 rate study set a target level of \$6,400,000 by the end of the fifth year of rate increases. Based on the capital outlay projects the potable replacement will fund a portion of the improvement projects in FY2023-24 as a result of the depletion of the capital improvement fund.

Potable Capital Replacement Fund						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Source of Funds						
Capital Replacement Contribution	710,000	2,580,000	2,475,000	2,255,000	2,060,000	2,250,000
Total Sources	\$ 710,000	\$ 2,580,000	\$ 2,475,000	\$ 2,255,000	\$ 2,060,000	\$ 2,250,000
Use of Funds						
Replacement Projects	462,000	11,572,791	8,289,700	2,030,000	797,200	5,550,000
General Projects/Fixed Assets	-	84,500	84,500	84,500	84,500	84,500
Total Uses	\$ 462,000	\$ 11,657,291	\$ 8,374,200	\$ 2,114,500	\$ 881,700	\$ 5,634,500
Net Annual Cash Balance	248,000	(9,077,291)	(5,899,200)	140,500	1,178,300	(3,384,500)
Beginning Unrestricted Fund Balance	17,580,107	17,828,107	8,750,816	2,851,616	2,992,116	4,170,416
Net Cumulative Fund Balance	\$ 17,828,107	\$ 8,750,816	\$ 2,851,616	\$ 2,992,116	\$ 4,170,416	\$ 785,916

Table 2 – Projected Potable Capital Replacement Fund

Potable Water Program Reserves (Continued)

- **Developer Contributions.** The District is not projecting any upcoming development contributing connection fees due to the uncertainty of the current economic conditions, as well as the proposed developments are small in nature.
- **Grant Funds.** The District anticipates final grant reimbursement for DWR Prop. 84 related to PV Well #2 upon completion of the project.
- **Fund Balance.** The capital improvement projects will have depleted the fund balance of the potable capital improvement fund and the remaining projects will be funded from the potable capital replacement fund beginning in FY2023-24. Should development occur this would provide developer contributions towards these projects.

	Potable Capital Improvement Fund					
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Source of Funds						
Developer Contributions	-	-	-	-	-	-
Grant Funds	-	83,822	-	-	-	-
Total Sources	-	83,822	-	-	-	-
Use of Funds						
Improvement Projects	180,000	2,625,709	-	-	-	-
Total Uses	\$ 180,000	\$ 2,625,709	\$ -	\$ -	\$ -	\$ -
Net Annual Cash Balance	(180,000)	(2,541,887)	-	-	-	-
Mitigation Fee Fund Balance	1,324,678	-	-	-	-	-
Beginning Unrestricted Fund Balance	1,397,209	2,541,887	-	-	-	-
Net Cumulative Fund Balance	2,541,887	-	-	-	-	-

Table 3 – Projected Potable Capital Improvement Fund

Non-Potable Water Program Operating Budget

Assumptions:

- **Water Revenue.** Both the commodity and meter service charge revenue projections incorporate the adopted rates through July 2023. The financial forecast assumes limited growth. While recycled water sales were higher than anticipated in FY2021-22 due to sales of CamSan water to PVCWD, it is unclear how consistent such volumes from CamSan will be on an annual basis and how many more years the CamSan arrangement will last, dependent as it is on expansion of the City of Camarillo's recycled distribution system. The following is the projected timeline of upcoming development incorporated into the five-year forecast:
 - Pegh Investments: FY2023-24; 21 AFY non-potable sales; 8 MSF
- **Continued Increased Cost of Imported Water.** The non-potable water program purchases imported water to blend with local non-potable groundwater to reduce chlorides for some of the District's agricultural customers. As stated above in the potable water program, MWD and CMWD's imported water rate increase projections have been incorporated into the five-year financial forecast.
- **Non-Potable/Recycled Water Purchases.** In addition to imported water purchases, the non-potable program purchases non-potable water, which is diverted through the Conejo Creek Diversion, from the City of Thousand Oaks. The increase of the non-potable water is estimated at 3% annually.
- **Increased Cost of Production Power.** Power production costs are projected to increase annually by 3%.
- **Operational & Maintenance Expenses.** Operational and maintenance expenses are projected to increase 3% annually.
- **Other Income.** Interest Income, Property Tax, Special Services, and Miscellaneous Income are projected to remain at the current FY2022-23 levels with no increases.
- **Rate Stabilization Fund.** The District anticipates contributions to the Rate Stabilization Fund in meeting the target level \$550,280 in FY2022-23, 10% of the commodity water sales. The target set in the 2019 rate study was approximately \$320,000.
- **Capital Replacement Contribution.** The contribution to the capital replacement program is to increase upwards to \$1,800,000 in FY2023-24 thereafter gradually declines to \$1,365,000 in FY2027-28. Capital replacement contributions are utilized for infrastructure improvements and rehabilitation projects and transferred to the capital replacement fund.

Non-Potable Water Program Operations						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
	last rate increase					
Operating Revenue						
Recycle/Non-Potable	5,066,300	5,502,800	5,502,800	5,502,800	5,502,800	5,502,800
Water Sales to PV	1,261,500	1,337,100	1,377,200	1,418,500	1,461,100	1,505,000
Meter Service Charge	126,600	132,500	136,200	136,200	136,200	136,200
Special Services	25,000	25,000	25,000	25,000	25,000	25,000
Pump Zone/Miscellaneous	21,000	21,000	21,000	21,000	21,000	21,000
Total Operating Revenue	\$ 6,500,400	\$ 7,018,400	\$ 7,062,200	\$ 7,103,500	\$ 7,146,100	\$ 7,190,000
Property Tax	293,811	293,811	293,811	293,811	293,811	293,811
Interest Income	15,000	15,000	15,000	15,000	15,000	15,000
Non-Operating Revenue	\$ 308,811	\$ 308,811	\$ 308,811	\$ 308,811	\$ 308,811	\$ 308,811
Total Non-Potable Program Revenue	\$ 6,809,211	\$ 7,327,211	\$ 7,371,011	\$ 7,412,311	\$ 7,454,911	\$ 7,498,811
Non-Potable Program Expenditures						
Water Purchases	1,502,764	1,568,406	1,632,826	1,684,300	1,708,589	1,733,605
Production Power	864,183	893,842	920,502	947,076	973,561	1,005,163
Operations and Maintenance	2,951,681	3,021,777	3,100,985	3,182,341	3,265,904	3,351,735
Total Non-Potable Program Expenses	\$ 5,318,628	\$ 5,484,026	\$ 5,654,314	\$ 5,813,717	\$ 5,948,053	\$ 6,090,504
Rate Stabilization Contribution	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Contribution	\$ 1,387,000	\$ 1,800,000	\$ 1,675,000	\$ 1,555,000	\$ 1,465,000	\$ 1,365,000
Debt Service Obligation						
2011A/2016 Water and Wastewater Project	30,218	30,354	29,970	30,805	30,460	30,826
Total Debt Services	\$ 30,218	\$ 30,354	\$ 29,970	\$ 30,805	\$ 30,460	\$ 30,826
Net Operating Results less Debt Service	\$ 3,365	\$ 12,831	\$ 11,727	\$ 12,789	\$ 11,398	\$ 12,481

Table 4 – Projected Non-Potable Water Operations

Non-Potable Water Program Reserves

The long-term financial forecast of the Non-Potable Water Program's operating budget reflects a contribution to the non-potable capital replacement fund through the Net Operating Results. Staff has incorporated anticipated capital outlay projects that will occur in the five-year financial forecast and the use of the capital replacement funds. The non-potable program does not have developer connection fees therefore the non-potable capital improvement fund is not reflected.

The following tables depict the Non-Potable Water contributions to the replacement fund, and the sources and uses of the reserve funds.

- **Fund Balance.** The projected fund balance in the amount of \$1,197,648 by FY2027-28. The projected target level set in the 2019 rate study was \$1,800,000 in FY2023-24.

Non-Potable Capital Replacement Fund						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Source of Funds						
Capital Replacement Contribution	1,387,000	1,800,000	1,675,000	1,555,000	1,465,000	1,365,000
Grant Funds	-	-	-	-	-	-
Total Sources	\$ 1,387,000	\$ 1,800,000	\$ 1,675,000	\$ 1,555,000	\$ 1,465,000	\$ 1,365,000
Use of Funds						
Replacement Projects	150,000	2,145,000	2,660,000	3,065,000	3,550,000	590,000
General Projects/Fixed Assets	0	78,000	78,000	78,000	78,000	78,000
Total Uses	\$ 150,000	\$ 2,223,000	\$ 2,738,000	\$ 3,143,000	\$ 3,628,000	\$ 668,000
Net Annual Cash Balance	1,237,000	(423,000)	(1,063,000)	(1,588,000)	(2,163,000)	697,000
Non-Potable Water In-lieu Fees Fund Balance	318,538					
Beginning Unrestricted Fund Balance	4,182,110	5,737,648	5,314,648	4,251,648	2,663,648	500,648
Net Cumulative Fund Balance	\$ 5,737,648	\$ 5,314,648	\$ 4,251,648	\$ 2,663,648	\$ 500,648	\$ 1,197,648

Table 5 – Projected Non-Potable Capital Replacement Fund

Wastewater Program Operating Budget

Assumptions:

- **Sewer Service Charge.** The current wastewater rate adopted in July 2021 is incorporated in the wastewater operating revenue through July 2023. The following is the projected timeline of upcoming development incorporated into the five-year forecast:
 - Shea Homes: FY2023-24; 150 EDUs
 - Pegh Investments: FY2023-24; 8 EDUs
- **Operational & Maintenance Expenses.** Operational and maintenance expenses are projected to increase an average of 2.5% annually beginning in FY2023-24.
- **Rate Stabilization Fund.** The District does not anticipate contributing to the Rate Stabilization Fund in FY2023-24 and forward, as the five-year capital outlay will utilize these funds. The target level set in the 2019 rate study was in the amount of \$280,000 and the current balance is \$263,750.
- **Capital Replacement Contribution.** The contribution to the capital replacement program is projected in the amount of \$685,000 in FY2022-23 and decrease down to \$300,000 FY2027-28. Capital replacement contributions are utilized for infrastructure improvements and rehabilitation projects and transferred to the capital replacement fund.

Wastewater Program Operations						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
	Last rate increase					
Operating Revenue						
Sewer Service Charge	4,441,500	4,789,200	4,801,000	4,813,000	4,825,200	4,837,100
Special Services	17,000	17,000	17,000	17,000	17,000	17,000
Total Operating Revenue	\$4,458,500	\$ 4,806,200	\$ 4,818,000	\$ 4,830,000	\$ 4,842,200	\$ 4,854,100
Non-Operating Revenue						
Interest Income	13,000	13,000	13,000	13,000	13,000	13,000
Total Non-Operating Revenue	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000
Total Wastewater Program Revenue	\$4,471,500	\$ 4,819,200	\$ 4,831,000	\$ 4,843,000	\$ 4,855,200	\$ 4,867,100
Wastewater Program Expenditures						
Salinity Management Pipeline-Calleguas	22,984	23,000	23,000	23,000	23,000	23,000
Operations and Maintenance	3,816,864	3,913,489	4,012,813	4,116,270	4,222,492	4,331,556
Total Wastewater Program Expenses	3,839,848	3,936,489	4,035,813	4,139,270	4,245,492	4,354,556
Rate Stabilization Contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Replacement Contribution	\$ 440,000	\$ 685,000	\$ 590,000	\$ 500,000	\$ 400,000	\$ 300,000
Debt Service Obligation						
2011A\2016 Water and Wastewater Project	189,525	187,900	191,700	190,613	189,750	194,525
Total Debt Services	\$ 189,525	\$ 187,900	\$ 191,700	\$ 190,613	\$ 189,750	\$ 194,525
Net Operating Results less Debt Service	\$ 2,127	\$ 9,811	\$ 13,487	\$ 13,117	\$ 19,958	\$ 18,019

Table 6 – Projected Wastewater Operations

Wastewater Program Reserves

The long-term financial forecast of the Wastewater Program's operating budget reflects a contribution to the non-potable capital replacement fund through the Net Operating Results. Staff has incorporated anticipated capital outlay projects that will occur in the five-year financial forecast and the use of the capital replacement and improvement funds.

- **Fund Balance.** Based on the five-year capital outlay the projects the projected fund balance is in the amount of \$18,469 by FY2027-28. The projected target level set in the 2019 rate study was \$3,200,000 in FY2023-24.

Wastewater Capital Replacement Fund						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Source of Funds						
Capital Replacement Contribution	440,000	685,000	590,000	500,000	400,000	300,000
Transfer In Capital Improvement	-	-	-	-	-	-
Total Sources	\$ 440,000	\$ 685,000	\$ 590,000	\$ 500,000	\$ 400,000	\$ 300,000
Use of Funds						
Replacement Projects	830,000	1,790,544	1,120,000	90,000	420,000	450,000
General Projects/Fixed Assets	-	87,500	87,500	87,500	87,500	87,501
Total Uses	\$ 830,000	\$ 1,878,044	\$ 1,207,500	\$ 177,500	\$ 507,500	\$ 537,501
Net Annual Cash Balance	(390,000)	(1,193,044)	(617,500)	322,500	(107,500)	(237,501)
Beginning Unrestricted Fund Balance	2,241,514	1,851,514	658,470	40,970	363,470	255,970
Net Cumulative Fund Balance	\$ 1,851,514	\$ 658,470	\$ 40,970	\$ 363,470	\$ 255,970	\$ 18,469

Table 7 – Projected Wastewater Capital Replacement Fund

Wastewater Program Reserves (Continued)

- **Developer Contributions.** The Wastewater Capital Improvement Fund receives revenue from development projects. The District is not projecting any upcoming development contributing connection fees due to the uncertainty of the current economic conditions and to the fact that the proposed developments are small in nature.
- **Fund Balance.** The capital improvement projects will have depleted the fund balance of the wastewater capital improvement fund and the remaining projects will be funded from the wastewater capital replacement fund beginning in FY2023-24. Should development occur this would provide developer contributions towards these projects.

Wastewater Capital Improvement Fund						
	2023 Budget	2024 Projection	2025 Projection	2026 Projection	2027 Projection	2028 Projection
Source of Funds						
Developer Contributions	-	-	-	-	-	-
Total Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Use of Fund						
Improvement Projects	-	84,456	-	-	-	-
Total Uses	\$ -	\$ 84,456	\$ -	\$ -	\$ -	\$ -
Net Annual Cash Balance	-	(84,456)	-	-	-	-
Beginning Unrestricted Fund Balance	84,456	84,456	-	-	-	-
Net Cumulative Fund Balance	\$ 84,456	\$ -	\$ -	\$ -	\$ -	\$ -

Table 8 – Projected Wastewater Capital Improvement Fund

Appendices

**Santa Rosa GSA
Annual Budget
FY2021-22**

	Object Code	FY21-22 Budget
Transfer In		
JPA Member Assessment		\$ 338,019
Replenishment Fee		
TOTAL TRANSFER FEE		\$ 338,019
Administrative Fees		
Communications	50210	\$ -
Outside Contracts	50220	\$ 8,000
Audio/Visual (four meetings)		\$ 3,000
Billing (process TBD)		\$ -
Contract Services		\$ -
Meter Calibration Program		\$ -
Meter Installation		\$ -
Room Rental (four meetings)		\$ 5,000
Professional Services	50230	\$ 306,394
Auditing Services		\$ 1,500
Engineering Services (GSP through 12/31/2022)		\$ 304,894
Materials & Supplies	50260	\$ 8,600
Check stock		\$ 500
General Postage		\$ 100
Stakeholder supplies		\$ 1,000
Printing & Mailing		\$ 5,000
Public Hearing Notification		\$ 1,500
Office supplies		\$ 500
Legal Services	50280	\$ 10,000
Dues & Subscriptions	50290	\$ 1,400
ACWA		\$ 1,400
Conference & Travel	50300	\$ 2,000
Safety & Training	50310	\$ -
Board Expense	50330	\$ -
Fees & Charges	50350	\$ 500
Banking fees		\$ 500
Insurance	50360	\$ 1,125
JPIA premiums		\$ 1,125
TOTAL ADMINISTRATIVE FEES		\$ 338,019

2022-23 Budget	Activity Code	FY 2021-22		FY 2022-23		Human Resources	General Administration	Info Systems	Rescue Pflng & Engin Ser.	Water Resource Management	Customer Services	Water Quality	Build/Grnds & Rolling Sltk	Potable Water	Non-Potable Water	WasteWater Services	Program Totals
		District Budget Combined	District Budget Combined	District Budget Combined	District Budget Combined												
Water Purchases	50010	\$ 7,868,165	\$ 5,610,474														
	50012	\$ 981,107	\$ 974,290											4,841,579	\$ 768,895		\$ 5,610,474
	50011	\$ 618,672	\$ 640,906											974,290			\$ 974,290
	50011	\$ 262,690	\$ 257,177											234,193	\$ 22,984		\$ 257,177
	CamSan	\$ -	\$ 92,963												\$ 92,963		\$ 92,963
	50020	\$ 1,453,425	\$ 1,704,964											840,781	\$ 864,183		\$ 1,704,964
Pumping Power		\$ 11,184,059	\$ 9,280,774											\$6,890,843	\$ 22,366,947	\$ 22,984	\$ 9,280,774
Salaries & Benefits:																	
50100	Regular	\$ 2,681,273	\$ 3,185,611			\$ 3,185,611											\$ 3,185,611
50110	Overtime	\$ 70,712	\$ 77,766			\$ 77,766											\$ 77,766
50120	Part-Time	\$ 70,720	\$ 53,040			\$ 53,040											\$ 53,040
50130	Standby	\$ 29,602	\$ 28,338			\$ 28,338											\$ 28,338
50140	Benefits	\$ 1,011,956	\$ 1,198,254			\$ 1,198,254											\$ 1,198,254
		\$ 3,864,263	\$ 4,543,009			\$ 4,543,009											\$ 4,543,009
Outside Contracts																	
50220	Professional Services	\$ 2,767,968	\$ 3,304,350			\$18,600	\$19,200	\$606,950	\$256,000	\$15,000	\$76,000	\$72,500	\$330,000	\$705,800	\$392,300	\$822,000	\$ 3,304,350
50230		\$ 754,405	\$ 1,196,090			\$10,000	\$661,090	\$0	\$75,000	\$0	\$0	\$30,000	\$0	\$320,000	\$70,000	\$30,000	\$ 1,196,090
		\$ 3,522,373	\$ 4,500,440			\$28,600	\$680,290	\$606,950	\$331,000	\$15,000	\$76,000	\$102,500	\$330,000	\$1,025,800	\$452,300	\$852,000	\$ 4,500,440
Services & Supplies																	
50200	Utilities	\$ 98,500	\$ 100,700			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$28,700	\$57,000	\$0	\$15,000	\$ 100,700
50210	Communications	\$ 66,800	\$ 75,500			\$0	\$0	\$75,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 75,500
50240	Pipeline Repairs	\$ 465,000	\$ 490,000			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380,000	\$100,000	\$10,000	\$ 490,000
50250	Small Tools & Equipment(Small Tools, Equip & Equip Maint.)	\$ 31,850	\$ 33,350			\$0	\$2,000	\$0	\$850	\$0	\$0	\$3,000	\$2,000	\$20,000	\$4,500	\$1,000	\$ 33,350
50260	Materials & Supplies(Stock Supplies)	\$ 671,750	\$ 810,415			\$0	\$23,550	\$0	\$3,750	\$3,000	\$1,000	\$38,115	\$89,000	\$522,500	\$42,000	\$87,500	\$ 810,415
50270	Repair Parts & Equipment Maintenance	\$ 1,018,500	\$ 1,022,000			\$0	\$0	\$35,000	\$0	\$0	\$0	\$10,000	\$55,500	\$472,500	\$350,000	\$99,000	\$ 1,022,000
50280	Legal Services	\$ 45,000	\$ 95,000			\$0	\$45,000	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	\$25,000	\$0	\$ 95,000
50290	Dues & Subscriptions	\$ 53,250	\$ 54,250			\$7,000	\$43,750	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$ 54,250
50300	Conference & Travel	\$ 16,500	\$ 15,300			\$6,500	\$8,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 15,300
50310	Safety & Training	\$ 52,300	\$ 49,300			\$49,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 49,300
50330	Board Expense	\$ 120,000	\$ 133,000			\$0	\$133,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 133,000
50340	Bad Debt	\$ 7,500	\$ 10,000			\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 10,000
50350	Fees & Charges	\$ 214,925	\$ 299,325			\$300	\$61,350	\$0	\$0	\$0	\$0	\$30,000	\$3,100	\$139,575	\$3,500	\$61,500	\$ 299,325
50360	Insurance	\$ 110,000	\$ 118,000			\$0	\$118,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 118,000
		\$ -	\$ -			\$63,100	\$445,450	\$111,000	\$4,600	\$3,000	\$1,000	\$81,115	\$178,300	\$1,616,575	\$525,000	\$277,000	\$ 3,306,140
		\$ 2,971,875	\$ 3,306,140														\$ -
		\$ 21,542,570	\$ 21,630,363			\$4,634,709	\$1,125,740	\$717,950	\$335,600	\$18,000	\$77,000	\$183,615	\$508,300	\$9,533,218	\$3,344,247	\$1,151,984	\$ 21,630,363
Fixed Assets:																	
		\$ 118,600	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 21,661,170	\$ 21,630,363			\$ 4,634,709	\$ 1,125,740	\$ 717,950	\$ 335,600	\$ 18,000	\$ 77,000	\$ 183,615	\$ 508,300	\$ 9,533,218	\$ 3,344,247	\$ 1,151,984	\$ 21,630,363

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
Benefits				\$4,543,009										
Salaries	50140	\$ 3,864,263	\$ 3,864,263	\$4,543,009										
Medical		\$ 2,852,307	\$ 2,852,307	\$3,344,755										\$3,344,755
Dental		\$ 486,959	\$ 486,959	\$ 607,119										\$607,119
Vision		\$ 26,123	\$ 26,123	\$ 32,096										\$32,096
Workman's Comp		\$ 5,163	\$ 5,163	\$ 5,989										\$5,989
Medicare		\$ 34,943	\$ 34,943	\$ 43,957										\$43,957
Social Security		\$ 41,357	\$ 41,357	\$ 48,496										\$48,496
PERS-Normal Cost		\$ 4,384	\$ 4,384	\$ 3,288										\$3,288
STD, LTD AND LIFE INSURANCE		\$ 392,569	\$ 392,569	\$ 433,241										\$433,241
Utilities		\$ 20,458	\$ 20,458	\$ 24,068										\$24,068
SCE	50200	\$ 98,500	\$ 98,500	\$ 100,700							\$28,700	\$57,000	\$0	\$15,000
Gas		\$ 49,000	\$ 49,000	\$ 49,000							27,000	7,000	15,000	49,000
Water- in-house		\$ 1,500	\$ 1,500	\$ 1,700							1,700			1,700
		\$ 48,000	\$ 48,000	\$ 50,000								50,000		50,000
Communications				\$75,500										
Answering Service	50210	\$ 66,800	\$ 66,800	\$ 75,500							\$0	\$0	\$0	\$0
ISP Internet & Cable News		\$ 5,000	\$ 5,000	\$ 5,000										5,000
Mobile Devices		\$ 16,000	\$ 16,000	\$ 17,000										17,000
Satellite Phones		\$ 30,000	\$ 30,000	\$ 36,000										36,000
VOIP Services (Verizon)		\$ 14,400	\$ 14,400	\$ 1,500										1,500
		\$ 1,400	\$ 1,400	\$ 16,000										16,000

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
50220		\$ 2,767,968	\$ 3,304,350	\$18,600	\$19,200	\$606,950	\$256,000	\$15,000	\$76,000	\$72,500	\$330,000	\$705,800	\$382,300	\$822,000
Outside Contracts	Aerial Image Updates for GIS	\$ -	\$ 7,500			7,500								7,500
	Air Conditioner Maintenance	\$ 4,500	\$ 5,500								5,500			5,500
	Air Compressor Maintenance	\$ 13,500	\$ 13,500								1,500			13,500
	Analyzer Maintenance (HACH)	\$ 12,000	\$ 30,000									6,000	3,000	3,000
	Analyzer Maintenance (HACH) RMMWTP	\$ 5,000	\$ 5,000									18,000		12,000
	Backflow Testing	\$ 12,900	\$ 10,000									5,000	5,000	5,000
	Barcode Maintenance	\$ 100,000	\$ 100,000									5,000	85,000	15,000
	Cyber Endpoint Detection & Response-All(Connected)	\$ 58,000	\$ 18,500			18,500								100,000
	Consumer Confidence Rpt	\$ 500	\$ 500									500		18,500
	Converting AsBults to GIS	\$ 3,000	\$ 3,000			3,000								500
	County Cross-Connection Program	\$ 30,000	\$ 17,100			3,400								3,000
	County ShapeFile Updates	\$ 3,400	\$ 3,400									8,550	8,550	17,100
	Courier Service	\$ 7,000	\$ 6,000						6,000					6,000
	Customer Receipt Proc. Svcs	\$ 11,000	\$ 10,000						10,000					3,400
	Dig Alert (USA-Underground Svc Alert)	\$ 6,000	\$ 6,000											6,000
	Distribution Maintenance	\$ 190,000	\$ 250,000				6,000					200,000	50,000	250,000
	DOT Random Survey	\$ 1,000	\$ 1,000	1,000										1,000
	Employment Background/Physical	\$ 2,200	\$ 2,200	2,200										2,200
	Facility Tour contracts (tent, bus, sound)	\$ -	\$ 10,000		10,000									10,000
	General Labor	\$ 11,000	\$ 11,000			100,000					10,000		1,000	11,000
	GIS Support Contract	\$ -	\$ 100,000											100,000
	Grounds Cleaning	\$ 40,000	\$ 40,000											40,000
	Hepatitis Shots	\$ 400	\$ 400	400										400
	Hydrant Repair/Maint.	\$ 40,000	\$ 40,000											40,000
	Incude Out of Scope	\$ 8,000	\$ 8,000			8,000			60,000			40,000		8,000
	Info Send	\$ 60,000	\$ 60,000											60,000
	Info Send-Insert Mailing	\$ 3,700	\$ 3,700		700			3,000						3,700
	Information Systems Support & Maintenance	\$ 15,000	\$ 15,000			15,000								15,000
	Inspection Services	\$ 150,000	\$ 250,000				250,000							250,000
	IT Managed Service Provider (All Connected)	\$ -	\$ 192,000			192,000								192,000
	Janitor Service	\$ 21,000	\$ 25,000								25,000			25,000
	Lab waste disposal	\$ 8,000	\$ 10,000							10,000				10,000
	Landscape Surveys	\$ 5,000	\$ 5,000					5,000						5,000
	Landscaping	\$ 24,000	\$ 24,000								24,000			24,000
	Leak Detection	\$ 60,000	\$ -											-
	Maintenance Support - Aconrics Enterprise Backup	\$ 6,500	\$ 6,500			6,500								6,500
	Maintenance Support - Adobe Stock & Create	\$ 600	\$ -											-
	Maintenance Support- AMR (Adara)	\$ 14,700	\$ 25,500			25,500								25,500
	Maintenance Support- ArcGIS Desktop Basic (ESRI)	\$ 14,000	\$ 14,000			14,000								14,000
	Maintenance Support- ArcGIS Desktop Basic (ESRI)	\$ 45,000	\$ 80,000			80,000								80,000
	Maintenance Support- CJS	\$ 4,000	\$ 4,000			4,000								4,000
	Maintenance Support- DigSmart Ticketing Annual Maint	\$ 8,500	\$ 8,500			8,500								8,500
	Maintenance Support - Eagle Aerial	\$ 8,300	\$ 8,300			8,300						4,250	4,250	8,300
	Maintenance Support-Fortnite 24/7 Router/Firewall Support	\$ 8,300	\$ 8,300											8,300
	Maintenance Support - Granicus	\$ 1,500	\$ 7,500			7,500								7,500
	Maintenance Support- Hosted DNS	\$ 3,050	\$ 1,550			1,550								1,550
	Maintenance Support - Inflowater Hydraulic Modeling	\$ 7,200	\$ 3,050			3,050								3,050
	Maintenance Support - O365 G3 Subscription	\$ 17,000	\$ 7,500			7,500								7,500
	Maintenance Support- Tyler Software	\$ 17,000	\$ 28,000			28,000								28,000
	Maintenance Support-ACAD (DLT/GDMS)	\$ 1,300	\$ 1,300			1,300								1,300
	Maintenance Support-Carva (graphic design web site subscription)	\$ 240	\$ 240			240								240
	Maintenance Support-Hootsuite (social media management tool)	\$ 228	\$ 400			400								400
	Maintenance Support -SCADA Rockwell PLC Software	\$ 7,700	\$ 8,000			8,000								8,000
	Maintenance Support-SCADA Software	\$ 25,000	\$ 30,000			30,000								30,000
	Maintenance Support-SCADA TeamViewer	\$ 2,400	\$ 3,000			3,000								3,000
	Maintenance Support- SCADA Win 911 Software	\$ 1,600	\$ 2,400			2,400								2,400
	Maintenance Support - Thinking2 (website)	\$ 1,500	\$ 1,500			1,500								1,500
	Maintenance Support - Zoom	\$ 3,000	\$ 1,500			1,500								1,500
	Maintenance Support-Alchemy (Open Text)	\$ -	\$ 3,110			3,110								3,110
	Maintenance Support-MaaS360 Mobile Device Mgmt	\$ 120,000	\$ 3,000			3,000								3,000
	Manhole Rehabilitation	\$ 150,000	\$ 150,000									60,000	50,000	150,000
	MCC IR Inspection and Cleaning	\$ 15,000	\$ 15,000									15,000		40,000
	Meter Reading Services	\$ 150	\$ 1,800			1,800								1,800
	Metroscan CoreLogic	\$ 60,000	\$ 62,500							62,500				62,500
	Offsite Water Quality Testing	\$ 95,000	\$ 95,000											95,000
	Painting/Industrial Cleaning	\$ 13,000	\$ 13,000									40,000	20,000	15,000
	Pest	\$ 500	\$ 500		500									500
	Production Copying	\$ 15,000	\$ 15,000											15,000
	Production Meter Calibration and Repair	\$ 1,000	\$ 1,000		1,000									1,000
	Public Hearing Notice Advertisement	\$ 2,500	\$ -											-
	Public Outreach Events	\$ 210,000	\$ 210,000											210,000
	Raise valve stackings	\$ 90,000	\$ 90,000									100,000	10,000	100,000
	Reservoir Cleaning	\$ 70,000	\$ 70,000									60,000	30,000	90,000
	Road Repair/Maint.	\$ 65,000	\$ 65,000								70,000			70,000
	Sand Removal	\$ -	\$ -											-

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
50260		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Materials & Supplies														
Argon Gas/Welding Gas		\$	\$	\$										
Art Calendar Contest Supplies		\$	\$	\$										
Business Cards		\$	\$	\$										
Check Stock/Tax Forms		\$	\$	\$	800									
Chemicals (Ammonia, Alum, Reagents, Misc)		\$	\$	\$	1,000									
Distilled Water Svc		\$	\$	\$										
Door Hangers		\$	\$	\$										
Equip/Glassware		\$	\$	\$										
Flags		\$	\$	\$										
Fuel		\$	\$	\$	500									
General Materials		\$	\$	\$										
General Postage Charges		\$	\$	\$										
Kitchen/Restroom Supplies		\$	\$	\$	4,000									
Office Supplies		\$	\$	\$	3,000									
Parcel Service		\$	\$	\$	6,500									
Petroleum Lubricants		\$	\$	\$	500									
Pipe Supplies		\$	\$	\$										
Print Cartridges (5si, Laser, Epson color)		\$	\$	\$										
Pump Packing/Hoses		\$	\$	\$	7,000									
Reagents		\$	\$	\$										
Recertification Samples		\$	\$	\$										
Reference Materials		\$	\$	\$										
RMWTP- Cartridge Filters		\$	\$	\$										
RMWTP-Chemicals		\$	\$	\$										
RMWTP-Reagents		\$	\$	\$										
RMWTP-Supplies and Materials		\$	\$	\$										
Salt/Chlorine		\$	\$	\$										
Supplies/Parts		\$	\$	\$										
Tour Materials		\$	\$	\$										
Underground Service Alert Supplies		\$	\$	\$										
Water Efficient Devices		\$	\$	\$										

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
Repair Parts & Equipment Maintenance		\$	1,018,500	\$	1,022,000	\$	1,022,000	\$						
BluePrint/Plotting Supplies/Svcs.		\$	8,000	\$	8,000	\$	8,000	\$						
Calibrate Balances		\$	-	\$	1,000	\$	1,000	\$						
Certify Hoods		\$	500	\$	500	\$	500	\$						
Control Valves		\$	80,000	\$	80,000	\$	80,000	\$						
Electrical/Instrumentation		\$	105,000	\$	105,000	\$	105,000	\$						
General Repairs		\$	80,000	\$	82,500	\$	82,500	\$						
Generators Maintenance		\$	60,000	\$	60,000	\$	60,000	\$						
Hydrants		\$	55,000	\$	55,000	\$	55,000	\$						
Information System Support & Maintenance		\$	25,000	\$	25,000	\$	25,000	\$						
Instrument Repairs-Lab		\$	2,000	\$	2,000	\$	2,000	\$						
Metals analyzer maintenance		\$	6,000	\$	6,000	\$	6,000	\$						
Metering Repair & Equipment Maintenance		\$	225,000	\$	225,000	\$	225,000	\$						
Printer Maintenance		\$	2,500	\$	2,500	\$	2,500	\$						
Motor Repair		\$	65,000	\$	65,000	\$	65,000	\$						
Pump Repair		\$	125,000	\$	125,000	\$	125,000	\$						
RMWTP		\$	50,000	\$	50,000	\$	50,000	\$						
Site Rehab (well etc)		\$	35,000	\$	35,000	\$	35,000	\$						
Telephone Maintenance		\$	500	\$	500	\$	500	\$						
Tractor/Forklift Maintenance		\$	10,000	\$	10,000	\$	10,000	\$						
Vehicle maintenance		\$	10,000	\$	10,000	\$	10,000	\$						
VFDs		\$	74,000	\$	74,000	\$	74,000	\$						
Legal Services		\$	45,000	\$	95,000	\$	95,000	\$						
Legal Counsel		\$	35,000	\$	35,000	\$	35,000	\$						
Legal Counsel-Special Counsel		\$	10,000	\$	60,000	\$	60,000	\$						
Dues & Subscriptions		\$	53,250	\$	54,250	\$	54,250	\$						
ACWA		\$	23,000	\$	24,000	\$	24,000	\$						
AWA		\$	4,600	\$	4,600	\$	4,600	\$						
AWWA		\$	2,400	\$	2,400	\$	2,400	\$						
CASA		\$	5,300	\$	5,300	\$	5,300	\$						
CMUA		\$	3,100	\$	3,100	\$	3,100	\$						
CWEA		\$	3,000	\$	3,000	\$	3,000	\$						
IT Knowledge Base		\$	500	\$	500	\$	500	\$						
Memberships		\$	3,000	\$	3,000	\$	3,000	\$						
Recertifications		\$	4,000	\$	4,000	\$	4,000	\$						
VCSDA		\$	150	\$	150	\$	150	\$						
Water Reuse		\$	1,200	\$	1,200	\$	1,200	\$						
WVCV		\$	3,000	\$	3,000	\$	3,000	\$						
Conference & Travel		\$	16,500	\$	15,300	\$	15,300	\$						
ACWA		\$	8,000	\$	8,000	\$	8,000	\$						
AWA		\$	2,400	\$	3,000	\$	3,000	\$						
CASA		\$	1,500	\$	1,500	\$	1,500	\$						
CSMFO/GFOA/Tyler		\$	1,800	\$	-	\$	-	\$						
General Meetings		\$	500	\$	500	\$	500	\$						
SWRCB/Legislature		\$	2,000	\$	2,000	\$	2,000	\$						
VCSDA		\$	300	\$	300	\$	300	\$						

Code

Code		Combined		Combined	5	10	11	12	22	24	25	26	52	53	57	
Safety & Training		\$	52,300	\$	49,300	\$		\$		\$		\$				
Awards Banquet		\$	5,000	\$	5,000											\$49,300
Education Courses		\$	26,000	\$	23,000											5,000
Safety Lunchrooms		\$	6,000	\$	6,000											23,000
Safety Shoes		\$	3,600	\$	3,600											6,000
Technical Seminars/Safety Training		\$	11,700	\$	11,700											3,600
																11,700
Board Expense		\$	120,000	\$	133,000	\$		\$		\$		\$				\$133,000
Directors Fees		\$	120,000	\$	128,000											128,000
Election Costs		\$	-	\$	5,000											5,000
Bad Debt		\$	7,500	\$	10,000	\$		\$		\$		\$				\$10,000
Bad Debt		\$	7,500	\$	10,000											10,000
Fees and Charges		\$	214,925	\$	299,325	\$		\$		\$		\$				\$299,325
Annual ELAP Accreditation Fee		\$	26,000	\$	30,000											30,000
Annual Waste Disch Perm.		\$	38,000	\$	50,000											50,000
Bank Fees		\$	30,000	\$	30,000											30,000
City of Camarillo Encroachment Permit		\$	4,800	\$	5,300											5,300
Collection Agency		\$	500	\$	500											500
EPA Fees		\$	1,500	\$	1,500											1,500
GASB 68 Report		\$	800	\$	800											800
GMA Extraction Fees		\$	20,000	\$	75,000											75,000
Health Savings Administration Fee		\$	300	\$	300											300
LAFCO		\$	15,000	\$	17,000											17,000
MWRPCA		\$	1,000	\$	1,000											1,000
Other		\$	4,000	\$	4,000											4,000
Permits & Inspections		\$	1,075	\$	1,075											1,075
SWRCB groundwater filing		\$	600	\$	1,500											1,500
SWRCB Water System Fees		\$	33,000	\$	42,000											42,000
Ventura Co. Annual Excavation Permit		\$	1,600	\$	1,600											1,600
Ven Co. HazMat Fee (fuel Tnks)		\$	15,500	\$	17,500											17,500
Ventura Co. Generator Permits		\$	11,000	\$	12,000											12,000
Ventura Co. Watershed		\$	5,500	\$	5,500											5,500
Willington Trustee Fees		\$	4,750	\$	2,750											2,750
Insurance		\$	110,000	\$	118,000	\$		\$		\$		\$				\$118,000
Claims against Self-Insurance		\$	10,000	\$	10,000											10,000
Liability		\$	70,000	\$	70,000											70,000
Property (Auto)		\$	30,000	\$	38,000											38,000

Schedule of Water and Wastewater Rates

The following table shows the customer class details of the commodity water rates:

Commodity Charge By Class					
Potable Water	July 2019	July 2020	July 2021	July 2022	July 2023
Residential/Master Meter/Domestic Agricultural First 12 Units	\$3.28	\$3.47	\$3.61	\$3.81	\$4.01
Residential/Master Meter/Domestic Agricultural 13 Units and Higher	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
Commercial/Industrial/Public	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
Municipal Irrigation/Residential Irrigation	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
Fire Service/Other	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
Agricultural Irrigation	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
MWD Full Service Rate	\$3.65	\$3.82	\$4.01	\$4.22	\$4.45
MWD Tier 2 Rate					
Temporary Construction/Temporary Agricultural	\$4.91	\$5.29	\$5.60	\$5.88	\$6.17
Temporary Municipal	\$4.91	\$5.29	\$5.60	\$5.88	\$6.17
Emergency Water Service	\$4.91	\$5.29	\$5.60	\$5.88	\$6.17
Commercial/Industrial/Public Out of Bounds	\$4.91	\$5.29	\$5.60	\$5.88	\$6.17
Residential Out of Bounds First 12 Units	\$4.91	\$5.29	\$5.60	\$5.88	\$6.17
Residential Out of Bounds 13 Units and Higher					
Non-Potable/Recycled Water Service	July 2019	July 2020	July 2021	July 2022	July 2023
Non-Potable Commercial Agricultural	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Non-Potable Landscape Irrigation Water	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Non-Potable Residential Landscape	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Non-Potable Temporary Construction	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Non-Potable Commercial Agricultural (contractual customers prior to December 31, 1994)	\$0.62	\$0.63	\$0.64	\$0.65	\$0.66
Blended Non-Potable Agricultural	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Recycled Commercial Agricultural	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Recycled Landscape Irrigation	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59
Recycled Commercial Agricultural (contractual)	\$0.41	\$0.42	\$0.43	\$0.44	\$0.45
Recycled Surplus Water (Served Outside District)	\$1.92	\$2.08	\$2.19	\$2.40	\$2.59

Schedule of Water and Wastewater Rates (Continued)

The following tables show details of the meter service fees:

Monthly Meter Service Charge					
Potable/Domestic Agricultural/Blended Agricultural					
	July 2019	July 2020	July 2021	July 2022	July 2023
3/4" (MM)	\$ 6.21	\$ 6.19	\$ 6.21	\$ 6.35	\$ 6.57
3/4"	\$ 12.79	\$ 12.77	\$ 13.26	\$ 13.58	\$ 14.08
1"	\$ 21.41	\$ 21.40	\$ 22.63	\$ 23.19	\$ 24.06
1.5"	\$ 42.94	\$ 42.93	\$ 46.02	\$ 47.17	\$ 48.96
2"	\$ 68.89	\$ 68.89	\$ 74.22	\$ 76.09	\$ 78.99
3"	\$ 151.09	\$ 151.12	\$ 163.54	\$ 167.68	\$ 174.10
4"	\$ 259.02	\$ 259.09	\$ 280.82	\$ 287.92	\$ 298.98
6"	\$ 388.69	\$ 388.81	\$ 421.73	\$ 432.41	\$ 449.02
8"	\$ 647.90	\$ 648.11	\$ 703.38	\$ 721.21	\$ 748.93
Non-Potable					
3/4" (MM)	\$ 4.89	\$ 4.88	\$ 4.91	\$ 5.02	\$ 5.20
3/4"	\$ 7.51	\$ 7.52	\$ 8.09	\$ 8.28	\$ 8.60
1"	\$ 10.28	\$ 10.32	\$ 11.72	\$ 12.00	\$ 12.51
1.5"	\$ 17.19	\$ 17.30	\$ 20.78	\$ 21.29	\$ 22.25
2"	\$ 25.52	\$ 25.72	\$ 31.70	\$ 32.48	\$ 33.99
3"	\$ 51.90	\$ 52.40	\$ 66.30	\$ 67.95	\$ 71.19
4"	\$ 86.54	\$ 87.43	\$ 111.72	\$ 114.51	\$ 120.02
6"	\$ 128.16	\$ 129.51	\$ 166.30	\$ 170.47	\$ 178.70
8"	\$ 211.35	\$ 213.63	\$ 275.39	\$ 282.30	\$ 295.99
Fire Service					
1"	\$ 51.03	\$ 51.65	\$ 61.96	\$ 63.93	\$ 67.46
1.5"	\$ 51.03	\$ 51.65	\$ 61.96	\$ 63.93	\$ 67.46
2"	\$ 51.03	\$ 51.65	\$ 61.96	\$ 63.93	\$ 67.46
3"	\$ 51.03	\$ 51.65	\$ 61.96	\$ 63.93	\$ 67.46
4"	\$ 51.03	\$ 51.65	\$ 61.96	\$ 63.93	\$ 67.46
6"	\$ 77.09	\$ 78.03	\$ 93.60	\$ 96.58	\$ 101.90
8"	\$ 129.17	\$ 130.74	\$ 156.84	\$ 161.82	\$ 170.74
10"	\$ 343.45	\$ 347.63	\$ 417.02	\$ 430.27	\$ 453.98

Wastewater Rates					
	July 2019	July 2020	July 2021	July 2022	July 2023
Monthly Service Charge	\$ 33.49	\$ 35.83	\$ 38.37	\$ 40.62	\$ 43.05
Wastewater Service through City of T.O.					
Monthly Service Charge	\$ 46.76	\$ 47.22	\$ 47.69	\$ 48.15	\$ 48.61

Outstanding Debt

Camrosa Water District			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2023	375,331	660,000	1,035,331
2024	344,931	695,000	1,039,931
2025	316,631	720,000	1,036,631
2026	288,932	760,000	1,048,932
2027	261,981	780,000	1,041,981
2028	238,144	815,000	1,053,144
2029	219,656	830,000	1,049,656
2030	201,850	845,000	1,046,850
2031	182,072	865,000	1,047,072
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$ 3,920,029	\$ 10,595,000	\$ 14,515,029

Outstanding Debt (Continued)

Water Program			
Debt Service			
FY	Interest	Principal	Total
2023	330,806	515,000	845,806
2024	307,031	545,000	852,031
2025	284,931	560,000	844,931
2026	263,319	595,000	858,319
2027	242,231	610,000	852,231
2028	223,619	635,000	858,619
2029	209,181	650,000	859,181
2030	195,257	660,000	855,257
2031	179,816	675,000	854,816
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$ 3,726,692	\$ 9,070,000	\$ 12,796,692

Outstanding Debt (Continued)

Potable Water Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2023	323,688	491,900	815,588
2024	300,977	520,700	821,677
2025	279,861	535,100	814,961
2026	259,214	568,300	827,514
2027	239,071	582,700	821,771
2028	221,293	606,500	827,793
2029	207,502	620,900	828,402
2030	194,203	630,300	824,503
2031	179,456	644,700	824,156
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$ 3,695,765	\$ 8,826,100	\$ 12,521,865

Non-Potable Water Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2023	7,118	23,100	30,218
2024	6,054	24,300	30,354
2025	5,070	24,900	29,970
2026	4,105	26,700	30,805
2027	3,160	27,300	30,460
2028	2,326	28,500	30,826
2029	1,679	29,100	30,779
2030	1,054	29,700	30,754
2031	360	30,300	30,660
TOTAL	\$ 30,927	\$ 243,900	\$ 274,827

Outstanding Debt (Continued)

Wastewater Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2023	44,525	145,000	189,525
2024	37,900	150,000	187,900
2025	31,700	160,000	191,700
2026	25,613	165,000	190,613
2027	19,750	170,000	189,750
2028	14,525	180,000	194,525
2029	10,475	180,000	190,475
2030	6,594	185,000	191,594
2031	2,256	190,000	192,256
TOTAL	\$ 193,338	\$ 1,525,000	\$ 1,718,338

Resolution No: 21-18

A Resolution of the Board of Directors
of Camrosa Water District

Adopting a Statement of Reserve Policy

Whereas, the District collects capital fees from new developments for both water and wastewater service and deposits said fees into a reserve account for future expansion of the respective systems; and

Whereas, large capital outlays will be necessary in the future for replacement of portions of the water and wastewater infrastructure as they come to the end of their useful life; and

Whereas, it is in the best interests of the customers of Camrosa to fund future expansion and capital replacement while minimizing additional debt; and

Whereas, it is in the best interests of the customers of Camrosa to fund emergency repairs while maintaining a stable rate structure; and

Whereas, it is the intent of the Board of Directors to maintain adequate reserves for ongoing needs, to minimize the need for new debt financing for future capital projects, and to maintain an affordable and stable rate structure; and

Whereas, the policy is being amended to incorporate an Unfunded Accrued Liability fund (UAL) to set aside monies for future prepayments to CalPERS;


Now, Therefore, Be It Resolved, by the Camrosa Water District Board of Directors, that the attached Statement of Reserve Policy is adopted and made effective this date; and

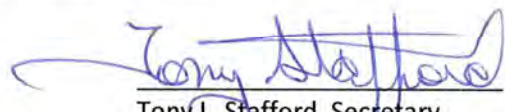
Be It Further Resolved that contributions to reserves shall be established at levels that will accumulate necessary funds to:

- Increase system capacity and accommodate growth
- Replace assets of the District as required
- Meet unanticipated emergencies
- Stabilize rates and dampen the effects of one-time expenditures that may otherwise require an adjustment in the District rate structure
- Meet the covenants of outstanding debt issues and other agreements; and

Be It Further Resolved that this reserve fund policy supersedes any and all reserve fund policies and reserve levels specified previously in District policies.

Adopted, Signed, and Approved this 14th day of October 2021.


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

 (ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

Camrosa Water District Statement of Reserve Fund Policy

Purpose:

It is the intent of the Board to maintain adequate reserves for ongoing needs, to minimize the need for new debt financing for future capital projects and to maintain an affordable and stable rate structure. This statement is intended to provide guidelines for the maintenance of the financial reserves of the District. The ultimate goal of this statement is to identify the categories of reserves to be maintained, to establish the method for identifying the need for each category of reserves, to identify the sources of contribution to reserves, and to provide for periodic review of both reserve levels and this reserve policy.

Scope:

This reserve fund policy applies to all financial reserves of the District, as well as other funds that may be created from time to time which shall also be administered in accordance with the provisions of this policy. It includes reserves in the form of investments monitored and controlled by the Board as well as reserves held in trust in accordance with the covenants of specific debt issuance instruments.

Policy:

The budget for the District shall be prepared in a manner that assures adequate reserves for ongoing needs while minimizing the need for new debt. In particular, contributions to reserves shall be established at levels that will accumulate necessary funds to:

- establish sound formal fiscal reserve policies to ensure strong fiscal management to guide future District decisions;
- increase system capacity and accommodate growth;
- provide funding for current and future replacement of existing assets as they reach the end of their useful lives;
- meet unanticipated emergencies;
- help smooth rates from year-to-year, and to promote equity over the years to ratepayers; and
- meet the covenants of outstanding debt issues and other agreements.

All reserves must be identifiable to one of these purposes; reserves shall not be accumulated in excess of levels needed to satisfy these purposes. Reserves may, as deemed prudent by the Board, be used to satisfy more than one purpose.

Classification of Reserves:

Two primary classifications of reserves are established, each with several categories to earmark reserves for specific purposes identified in the policy above.

Restricted Assets There are three primary categories of restricted assets as follows:

- a. *Debt Covenant Reserves* are established in accordance with covenants of specific debt issuance instruments.
- b. *Specific Agreement Reserves* are established in accordance with agreements between the District and other agencies.
- c. *CIP Reserves* are funds earmarked for near-term expenditure under the approved Capital Improvement Plan (CIP) for the current fiscal year.

These reserves may only be used for the specific purposes outlined in the debt issuance instrument, the agreement with another agency or the annual CIP and may not be used to meet reserve levels required for other purposes.

Designated Reserves are established by the Board to meet purposes other than those identified to restricted assets. The categories of reserves that fall under this classification are:

- a. ***Capital Improvement Fund (CIF)*** – Capital cost recovery fees collected from developers to obtain entitlement to existing water and wastewater capacity and to fund construction of capacity expansion are segregated in the CIF.
Applicable Funds: Potable, Non-Potable and Wastewater Capital Improvement Funds.
- b. ***Capital Replacement Fund (CRF)*** – Funds are for both short-term and long-term purposes. The objective is to provide funds for the current and future replacement of existing capital assets as they reach their useful lives.
Applicable Funds: Potable, Non-Potable and Wastewater Capital Replacement Funds.
- c. ***Rate Stabilization Fund (RSF)*** – Funds operate as a buffer to water and wastewater rates during any period where there is an unexpected increase in operating costs or decrease in revenues. For example, in the event of an unexpected rate increase from Calleguas/MWD and the District chooses not to pass the increase on to its customers immediately, this fund could cover the shortfall in revenue. In addition, in a severe drought or extremely wet conditions, it is reasonable to expect that water sales could fluctuate significantly. The Rate Stabilization Fund will absorb these types of fluctuations in operations and help stabilize rates. A secondary purpose is to assure minimum debt service coverage of the District's bond covenants. In calculating debt service coverage, contributions from the RSF will be treated as revenue.

Applicable Funds: Potable, Non-Potable and Wastewater Rate Stabilization Fund.

- d. **Operating and Emergency Reserves (OER)** – Funds designated to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the District’s ability to sustain safe or reliable service.

Applicable Funds: Potable, Non-Potable and Wastewater Operating and Emergency Reserve Fund.

- e. **Unfunded Accrued Liability (UAL)** – Funds are for both short-term and long-term purposes. The objective is to provide funds needed to fully fund accrued liabilities. UAL payments are a dollar amount adjusted annually by CalPERS.

Applicable Funds: Potable, Non-Potable and Wastewater Operating Unfunded Accrued Liability Fund.

The Board of Directors may review fund designations from time-to-time and establish new or eliminate established designated reserve funds as operational needs may dictate.

Sources of Funds:

The source of funds for each category of reserves varies. For Restricted Assets, the source of funds to meet bond covenants or terms of individual agreements is specified in the debt issuance instrument or agreement that mandated the establishment of a reserve. Use of the funds is limited as specified in the covenants of the agreement. Reserves earmarked for near-term expenditure under the approved Capital Improvement Plan (CIP) for the current fiscal year will be deducted from the appropriate Designated Reserve and established as a Restricted Asset.

In the case of Designated Reserves, contributions may come from several sources as follows:

- a. **Capital Improvement Fund (CIF)** - Accumulated capital fees collected during property development to ensure adequate water and wastewater system capacity.
- b. **Capital Replacement Fund (CRF)** - Contribution from net operating results.
- c. **Rate Stabilization Fund (RSF)** - Contribution from net operating results from operations at the discretion of the Board to maintain the fund balance and to stabilize rates and meet the District’s bond covenants.
- d. **Operating and Emergency Reserves (OER)** - Contribution from net operating results after all other contributions to reserves have been made.
- e. **Unfunded Accrued Liability (UAL)** – Contribution from net operating results or Capital Replacement Fund.

The contribution of revenues of the District to meet replacement needs is based upon expected replacement costs and expected remaining life of the various assets.

Expenditure of Reserves:

Expenditure of reserves is authorized as part of the annual budget process. Capital Replacement projects are individually authorized and may be designated either as Capital Improvement, Capital Replacement, Fixed Asset or a combination of, and funded from the appropriate reserve funds.

Prior to the expenditure of funds from any capital replacement fund, an analysis shall be conducted to determine if the asset has truly come to the end of its expected life and the asset is still required to meet the needs of District customers for the foreseeable future. In all cases, application of new technology should be considered to improve efficiency and economy of District operations.

Designated Reserves may also be used at the discretion of the Board to meet unanticipated financial needs such equipment failures, damage caused by natural disaster or other emergencies requiring funds beyond annual revenues. Funds contained in the Rate Stabilization Funds may be used to manage rates and rate increases and to offset sudden and unanticipated losses in revenue, such as reduced water and wastewater sales. These funds may be used to compensate for losses resulting from sudden increases in wholesale water rates and increases in water and wastewater operating costs and may be used to meet the minimum debt service coverage required in accordance with specific debt covenants. The contribution to and utilization of the Water and Wastewater Rate Stabilization Fund may be budgeted in the District's Annual Budget or utilized in an unanticipated financial need.

Levels of Reserve Funds:

Adequate levels of reserves are critical to the successful and stable short- and long-term operation of the District. Sufficient reserve fund balances will ensure that customers experience both stable rates for service and the security that the District can respond to short-term emergencies. Sufficient reserves will provide the overall financial strength to the District to protect its bonding capacity and to finance and construct the infrastructure necessary to renew existing systems and expand service levels to meet future needs. Rates and fees should be maintained at a level to ensure the balance within the various reserve funds are sufficient to meet the specified needs for the reserve funds without generating funds surplus to the District's needs.

- a. ***Restricted Assets*** – Reserves required by debt agreements and funds designated to fund the current year CIP will be maintained at 100% of level required by each reserve category. Funds in these reserve accounts will not be used to meet the required reserve fund balance for any other category of reserves.
- b. ***Capital Replacement (CRF)*** – At the beginning of each budget year, each reserve fund balance should be a minimum of 5% of the projected capital asset replacement value to determine the target level for the Capital Replacement Reserves.

- c. **Capital Improvement (CIF)** – The CIF is used for new development and is development driven as are the costs incurred; therefore, no minimum or maximum.
- d. **Rate Stabilization Fund (RSF)** – This fund is used to stabilize rates in the event of short to mid-term rate revenue loss, and/or higher than anticipated operating expenses that cannot be supported by normal revenues. Rate Stabilization funds can be used to balance the budget. The scheduled target will be 10% of the prior year's rate revenue. Rate revenue is defined as revenue generated from the commodity charges only.
- e. **Operating and Emergency Reserves (OER)** – The minimum target OER balance shall be the 45-Day average of operating expense budget (excluding wholesale water costs).
- f. **Unfunded Accrued Liability (UAL)** – The target is to be 100% percent funded with a zero UAL balance. To attain 100% funding level the use of reserves may be set aside in the UAL fund to apply additional discretionary payments towards the liability.

Review:

An annual review of reserve levels is necessary during the budget preparation process to ensure proper levels of reserves are maintained. In addition, this reserve policy shall be reviewed by the Board on a biennial basis to ensure continued conformance with long-term Board strategy.



Board of Directors
A.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

Resolution No: 22-01

A Resolution of the Board of Directors
of Camrosa Water District

Adopting a District Investment Policy

Whereas, The Board of Directors has established a District Investment Policy to provide guidelines for the prudent investment of the District's temporarily idle cash; and,

Whereas, It is in the best interests of the District to review that investment policy from time to time to ensure maximum yield while maintaining criteria to ensure safety and liquidity; and,

Whereas, The Investment Policy has been presented to the full Board for review and comment;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the attached Investment Policy is hereby adopted and made effective this date.

Adopted, Signed, and Approved this 27th day of January 2022.

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

(ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

**CAMROSA WATER DISTRICT
STATEMENT OF INVESTMENT POLICY
January 2022**

PURPOSE:

This statement is intended to provide guidelines for prudent investment of the District's temporarily idle cash, and outline policies for maximizing efficiency of the District's cash management system. The ultimate goal is to enhance the economic status of the District while protecting its cash resources.

SCOPE:

This investment policy applies to all financial assets of the District, as well as other funds that may be created from time to time which shall also be administered in accordance with the provisions of this policy. Funds held by the Ventura County Treasurer during tax collection periods shall be governed by the County's investment policy, and are not subject to the provisions of this policy.

THE INVESTMENT PROCESS:

The investment of public funds is a professional discipline. The investment process has the following components:

- A written investment policy explicitly identifying the District's opportunities, constraints, preferences, and capabilities.
- An Investment Strategy identifying Investment opportunities and overall objectives of the District.
- A Market Analysis identifying the District's circumstances and market conditions.
- A Portfolio Analysis identifying adjustments needed in response to changing circumstances, results and new objectives.

POLICY:

The Camrosa Water District shall invest its pooled, temporary idle cash investments in a manner that affords the District a broad spectrum of investment opportunities as long as the investment is deemed prudent and is allowable under current legislation of the State of California (Water Code Section 31303 and 31336 and Government Code Section 53600 et seq.). Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence, who are familiar with those matters, exercise in the management of their own affairs, not for speculation, but for investment considering the probable safety and liquidity of capital, as well as reasonable income to be derived.

The Board of Directors and the General Manager, acting in accordance with procedures and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that deviations from expectations are reported in a timely fashion, and appropriate actions are taken to control adverse developments.

The General Manager shall establish a system of internal controls to be reviewed by the Investment Committee and with the independent auditor. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets or imprudent actions by District Staff.

INVESTMENT STRATEGY

Temporarily idle or surplus funds of the Camrosa Water District shall be invested in accordance with principles of sound treasury management and in accordance with the provisions of the California Government Code Sections 53600 et seq, the Water Code and this Investment Policy. The basic objectives of the District's investment program are, in order of priority,

- 1) Safety of invested funds; and
- 2) Maintenance of sufficient liquidity to meet cash flow needs; and
- 3) Attainment of the maximum return possible consistent with the first two objectives.

These objectives will be accomplished using the following procedures

1. Safety – The District shall ensure the safety of its invested funds by limiting credit and interest rate risks. Credit risk is the risk of loss due to the failure of the security issuer or backer. Interest rate risk is the risk that the market value of portfolio securities will fall due to an increase in general interest rates.

Credit risk will be mitigated by:

- a. Limiting investments to safer types of securities; and
- b. Diversifying the investment portfolio so that the failure of any one issuer or backer will not place undue financial burden on the District; and
- c. Monitoring all of the District's investments to anticipate and respond appropriately to a significant reduction of creditworthiness of any of the issuers. The relative health of issuers shall be evaluated by the Investment Committee at least annually.

Interest rate risk will be mitigated by:

- a. 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; and
- b. Investing primarily in short-term securities; and
- c. Occasionally restructuring the portfolio to minimize the loss of market value and/or to maximize cash flows.

2. Liquidity – The District's financial portfolio must be structured in a manner which will provide that securities mature at approximately the same time as cash is needed to meet anticipated demands. Additionally, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. As a general rule, and subject to annual review by the Investment Committee, the average maturity of the investment portfolio will not exceed two (2) years. No investment will have a maturity of more than five (5) years from its date of purchase.
3. Return – The investment portfolio shall be designed with overall objective of obtaining a total rate of return throughout economic cycles, commensurate with investment risk constraints and cash flow needs.

ELIGIBLE INVESTMENT INSTRUMENTS

Camrosa shall invest only in investment instruments and media approved by Resolution of Camrosa's Board of Directors. The Board of Directors may consider additions or deletions to the approved investment instruments and media list at any time by resolution and shall include in each resolution the entire list of approved investments. This policy shall be used to evaluate recommended additions to the approved list. Additions to the approved list shall not be made unless there is a strong likelihood that the addition will be utilized within the near future. The attached Addendum contains examples of typical investment instruments which may be included on an approved list.

INVESTMENT CONSTRAINTS

General Guidelines - Temporarily idle operating cash shall be invested in instruments whose average maturity does not exceed two (2) years. Reserves established for the replacement of utility (water, sewer) facilities may be invested for a longer term if a higher yield may be achieved. Funds held for capital replacement shall be invested in securities that reasonably can be expected to produce enough income to offset inflationary construction cost increases. Such funds shall not be exposed to market price risks or default risks that would jeopardize the assets available to accomplish their stated objective. Such would be the case with obligations of the U.S. Government or its agencies.

Diversification - It is the District's policy to diversify its investment portfolio to control credit risk. Diversification strategies shall be determined and revised periodically. Maturities shall be staggered to provide for liquidity and stability of income. At least 25% of the portfolio will be invested in securities which can be liquidated on one (1) day's notice in order to control liquidity risk. No more than one-third (33%) of Camrosa's portfolio shall be held by any single investment firm or institution. The sole exception shall be the State of California Investment Pool (L.A.I.F.).

Prohibited Investments - Investments by the District in securities permitted by the California Government Code, but not specifically approved by Board Resolution is prohibited without the prior approval of the Board of Directors. The District shall not invest any funds such as inverse floaters, range notes, and other instruments outlined in California Government Code Section 53601 nor in any security that could result in zero interest if held to maturity. No representative of the District is authorized to engage in margin transactions, derivatives nor reverse repurchase agreements on behalf of the District. Finally, while it may occasionally be necessary or strategically prudent of the District to sell a security prior to maturity to either meet unanticipated cash needs or to restructure the portfolio, no investment may be made for the sole purpose of speculating or taking an unhedged position on the future direction of interest rates.

Security Dealers and Depositories - The District shall seek to conduct its investment transactions with several competing, reputable security dealers and brokers as the need may arise. The selection process shall screen out institutions that lack viability or whose past practices suggest the safety of public capital, directed to or through such firms, would be impaired.

Ethics and Conflict of Interest - Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Such employees and investment officials shall disclose to the Board of Directors and the General Manager any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial investment positions that could be related to the performance of the District's

portfolio. Such employees and officers shall subordinate their personal investment transactions to those of the District, particularly with regard to the time of purchases and sales.

RESPONSIBILITIES

General Manager - The General Manager is charged with responsibility for maintaining custody of all public funds and securities belonging to or under the control of the District and for the deposit and investment of those funds in accordance with principles of sound fiscal management and in conformance with applicable laws and ordinances. The General Manager shall develop an investment procedures manual to implement this Investment Policy for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft or misuse as approved by the Board of Directors.

Details of the internal controls system shall be documented in an investment procedures manual and shall be reviewed and updated annually. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognized that (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.

The internal controls structure shall address the following:

1. Control of collusion
2. Separation of transaction authority from accounting and record keeping
3. Custodial safekeeping
4. Avoidance of physical delivery securities
5. Clear delegation of authority to subordinate staff members
6. Written confirmation of transactions for investments and wire transfers
7. Dual authorizations of wire transfers
8. Development of a wire transfer agreement with the lead bank and third-party custodian

The internal controls are further defined in the Investment Procedure attached.

The General Manager is responsible for keeping the Board of Directors fully advised as to the financial condition of the District.

District's Auditing Firm - The District's auditing firm's responsibilities shall include, but not be limited to, the examination and analyses of fiscal procedures and the examination, checking and verification of accounts and expenditures. A review of the District's investment program is to be performed, under a separate engagement for services, in conjunction with the annual financial audit.

Board of Directors - The Board of Directors shall consider and adopt a written Investment Policy. As provided in that Policy, the Board shall receive, review, and accept monthly Cash Position Reports and quarterly Investment Reports.

Investment Committee - An Investment Committee consisting of two (2) members of the Board of Directors appointed by the President, will meet with the District General Manager as required to develop the general strategies, allocate reserve assets among various approved investment instruments, and to monitor results. The Committee shall include in its deliberations, potential risks to District funds, authorized depositors, brokers and dealers, and target rate of return on investments, and any other topics as it may determine or as

directed by the Board of Directors. The Committee shall report to the full Board of Directors the results of the Investment Committee Meeting including any recommended actions. Payment for any transaction which requires the transfer of funds from one investment to another shall require the signature of at least two (2) Members of the Board.

REPORTING

The General Manager, will provide the Board of Directors with monthly cash position and quarterly reports of investments. Such reports will provide at least the following: Type of investment, institution, date of maturity, amount of deposit, current market value of all securities maturing beyond one (1) year after reporting date, rate of interest and such other data as from time to time may be required by the Board.

ANNUAL REVIEW

This investment policy shall be reviewed annually by the Investment Committee to ensure its consistency with respect to the overall objectives of safety, liquidity and yield. Proposed amendments to the policy shall be prepared by the Investment Committee and be forwarded to the Board of Directors for Consideration.

ADDENDUM

GLOSSARY:

U.S. GOVERNMENT SECURITIES

U.S. Treasury Obligations - Treasury bills, Treasury bonds, and Treasury notes issued by the U.S. Treasury. The maturity on these investments shall not exceed five (5) years without the prior **approval** of the Investment Committee. Per Gov't. Code no maturity greater than five (5) years and no **portfolio** limits.

U.S. Government Agency Obligations - Any obligation of, or obligation that is insured as to principal and interest by the United States or any agency or corporation thereof, and any obligation and security of the United States sponsored enterprises, including, without limitation:

- 1) Federal Farm Credit Banks (FFCB)
- 2) Federal Home Loan Bank System (FHLB)
- 3) Federal Home Loan Mortgage Corporation (FHLMC)
- 4) Federal National Mortgage Association (FNMA)
- 5) Federal Agriculture Mortgage Association (FAMA)
- 6) Tennessee Valley Authority (TVA)

Per Gov't. Code no maturity greater than five (5) years and no portfolio limits.

FINANCIAL INTERMEDIARIES

CERTIFICATES OF DEPOSIT

Commercial Bank Certificates of Deposit – Time Certificates of Deposit provided that the depository is a member of the FDIC and the amount does not exceed the current FDIC insured limit. Per Gov't. Code no maturity greater than five (5) years and no portfolio limit.

Negotiable Certificates of Deposit – Bank Deposit Notes issued by a nationally or state chartered bank or by a state-licensed branch of a foreign bank provide and is a member of the FDIC. Per Gov't Code limits maturity to five (5) years and 30% of portfolio.

Savings and Loan Association (S&L) Deposits – Investments in any Savings and Loan (S&L) institution and bank shall be limited to FDIC Limitations. Collateralization for uninsured S&L deposits is required.

RELATED INSTRUMENTS

Repurchase Agreements – An agreement with an approved broker/dealer that provides for, sell, and simultaneous purchase of an allowable collateral security. The difference in the sales and purchase price is the earning rate on the agreement. A master repurchase agreement must be in place with the approved broker/dealer. Per Gov't. Code no maturity greater than one (1) year, and no portfolio limits.

Bankers' Acceptances - Bills of exchange or time drafts drawn on and accepted by commercial banks, which are eligible for purchase by the Federal Reserve System, are known as bankers' acceptances. Purchases of these instruments may not exceed 180 bankers days maturity per Gov't Code and 40% portfolio limit.

State Investment Pool - Offering a governmental alternative to money market funds, California has created the Local Agency Investment Fund (LAIF). Such funds are operated directly by the State Treasurer who commingles state and local funds. Rates of return fluctuate daily and are reported as a monthly average yield rate. Same day or next day liquidity, by telephone communication. The State Treasurer requests voluntary compliance with no more than fifteen (15) transactions per month. Authorized by Gov't. Code Section 16429.1(b), with no maximum maturity or maximum % of portfolio.

Ventura County Investment Pool - The Ventura County Investment Pool is an additional alternative to money market funds. Similar to the State LAIF, invested funds are commingled with County and other local agency funds for investment purposes and yields are reported monthly. Liquidity provisions are consistent with the State's provisions, and withdrawals can also be made by telephone by authorized personnel. Authorized by Gov't. Code Section 53684(a) with no maximum maturity or maximum % of portfolio.

Resolution No: 16-18

*A Resolution of the Board of Directors
of Camrosa Water District*

Establishing a Debt Management Policy

Whereas, the Camrosa Water District has a long history of issuing debt instruments to provide financing for various capital improvement projects; and

Whereas, the Camrosa Water District also has a long history of conservative, prudent financial practices relating to debt issuance; and

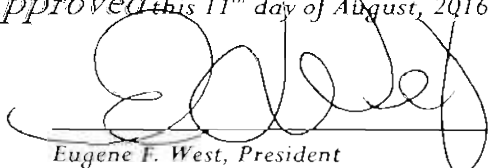
Whereas, the purpose of the debt management policy is to assist the District in pursuit of the following equally important objectives:

- Achieve the lowest cost of capital
- Ensure ratepayer equity
- Maintain a credit rating strategy and access to credit enhancement
- Preserve financial flexibility; and

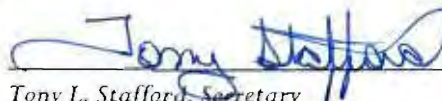
Whereas, the Camrosa Water District established a debt management policy, memorializing these past and current practices as formal policy and establishing best practices of debt management for the District.

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the proposed Debt Management Policy is hereby approved and adopted, and the General Manager is authorized to implement the policy.

Adopted, Signed, and Approved this 11th day of August, 2016.


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

ATTEST:


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

Debt Management Policy

Adopted August 11, 2016

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Debt Management Policy

Policy Statement

This policy documents the goals of the Camrosa Water District (District) for the use of debt instruments and provides guidelines for the use of debt for financing District water, sewer, and recycled water infrastructure and project needs. The District's overriding goal in issuing debt is to respond to and provide for its infrastructure, capital project, and other financing needs while ensuring that debt is issued and managed prudently in order to maintain a sound fiscal position and protect credit quality. The District issues debt instruments, administers District-held debt proceeds, and makes debt-service payments, acting with prudence, diligence, and attention to prevailing economic conditions.

The District will pay for all infrastructure, projects, and other financing needs from a combination of current revenues, available reserves, and prudently issued debt. The District believes that debt can provide an equitable means of financing projects for its customers and provide access to new capital. Debt will be used to meet financing needs (i) if it meets the goals of equitable treatment of all customers, both current and future; (ii) if it is the most cost-effective means available; (iii) if it is fiscally prudent, responsible, and diligent under the prevailing economic conditions; and (iv) if there are other important policy reasons therefor. The District will not issue debt without the approval of the Board of Directors (Board).

Purpose and Use of Debt

The District will utilize reasonable debt financing as an acceptable and appropriate approach to fund long-term improvements and thus ensure that existing and future users contribute equitably. Long-term improvements include the acquisition of land, facilities, infrastructure, and supplies of water; and enhancements or enlargements to existing capacity and facilities for obtaining, importing, transporting, and delivering additional quantities of water. These improvements are typically included in the District's Operating and Capital Budget and capital plans as adopted by the Board of Directors. Bond proceeds can be issued to fund the planning, design, land acquisition, construction, equipment, attached fixtures and moveable pieces of equipment, or other costs as permitted by law.

Purpose of Policy

The purpose of this debt management policy is to:

- Establish parameters for issuing debt
- Provide guidance to decision makers:

- With respect to all options available to finance infrastructure, capital projects, and other financing needs
- So that the most prudent, equitable and cost-effective method of financing can be chosen
- Document the objectives to be achieved both prior to issuance and subsequent to issuance
- Promote objectivity in the decision-making process
- Facilitate the financing process by establishing important policy decisions in advance

The District will adhere to the following legal requirements for the issuance of public debt:

- The state law which authorizes the issuance of the debt
- The federal and state laws which govern eligibility of the debt for tax-exempt status
- The federal and state laws which govern the issuance of taxable debt
- The federal and state laws which govern disclosure, sale, and trading of the debt both before and subsequent to issuance

Types of Debt

Revenues Bonds, Notes, Certificates of Participation, special tax or special assessment bonds, capital leases, commercial paper, bank loans, direct placements, and lease-purchase financings will be treated as debt and subject to these same policies.

General Provisions

The District will provide for a periodic review of its financial performance and review its performance relative to the financial policies outlined herein. These financial policies will be taken into account during the capital planning, budgeting, and rate setting processes. Necessary appropriations for annual debt service requirements will be routinely included in the District's annual budget. The District will maintain proactive communication with the investment community, including rating agencies, credit enhancers, and investors, to ensure future capital market access at the lowest possible interest rates.

The District's Debt Management Policy, the Reserve Policy, and the Investment Policy are integrated into the decision-making framework utilized in the budgeting and capital improvement planning process. As such, the following principles outline the District's approach to debt management:

- The District will issue debt only in the case where there is an identified source of repayment. Debt will be issued to the extent that (i) projected existing revenues

are sufficient to pay for the proposed debt service together with all existing debt service covered by such existing revenues, or (ii) additional projected revenues have been identified as a source of repayment in an amount sufficient to pay for the proposed debt.

- The District will not issue debt to cover operating needs, unless specifically approved by the Board.
- Debt issuance for a capital project will not be considered unless such project has been incorporated into the District's adopted Operating and Capital Budget or as otherwise approved by the Board.
- Each proposal to issue debt will be presented to the Finance Ad-Hoc Committee prior to presenting to the Board for approval. At that time, an analysis will be provided demonstrating conformity to this Policy. This analysis will address the purpose for which the debt is issued and the proposed debt structure.

Conditions for Debt Issuance

The following guidelines formally establish parameters for evaluating, issuing, and managing the District's debt. The guidelines outlined below are not intended to serve as a list of rules to be applied to the District's debt issuance process, but rather to serve as a set of practices to promote prudent financial management.

In issuing debt, the District's objectives will be to:

- Achieve the lowest cost of capital
- Ensure ratepayer equity
- Maintain a credit rating strategy, and access to credit enhancement
- Preserve financial flexibility

Standards for Use of Debt Financing

When appropriate, the District will use long-term debt financing to achieve an equitable allocation of capital costs/charges between current and future system users, to provide more manageable rates in the near and medium term, and to minimize rate volatility. The District shall not construct or acquire a facility if it is unable to adequately provide for the subsequent annual operation and maintenance costs of the facility throughout its expected life. Capital projects financed through debt issuance will not be financed for longer than the expected useful life of the project.

Debt Capacity

There is no specific provision within the California Government Code that limits the amount of debt that may be issued by the District. The District's future borrowing capability is limited by the debt coverage ratio and additional debt limitations required by the existing bond covenants.

Financing Criteria

Each debt issuance should be evaluated on an individual basis within the context of the District's overall financing objectives and current market conditions. The District will evaluate alternative debt structures (and timing considerations) to ensure the most cost-efficient financing under prevailing market conditions.

Credit Enhancement – The District will consider the use of credit enhancement on a case-by-case basis. Only when a clearly apparent savings can be realized shall credit enhancement be utilized.

Cash-Funded Reserve vs. Surety – If the issuance of debt requires a cash-funded debt service reserve fund, the District may purchase a surety policy or replace an existing cash-funded debt service reserve fund when deemed prudent and advantageous. The District may permit the use of guaranteed investment agreements for the investment of reserve funds pledged to the repayment of any of its debt when it is approved by the Board.

Call Provisions – In general, the District's securities should include optional call provisions. The District will avoid the sale of non-callable, long-term fixed rate bonds, absent careful evaluation of the value of the call option.

Additional Bonds Test/Rate Covenants – The amount and timing of debt will be planned to comply with the additional bonds tests and rate covenants outlined in the appropriate legal and financing documents, and this policy.

Short-Term Debt – The District may utilize short-term borrowing to serve as a bridge for anticipated revenues, construction financing, or future bonding capacity.

Variable-Rate Debt – Variable-rate debt products are rolling series of short-term investments that are resold periodically and are therefore priced at the short end of the yield curve at low interest rates. If an issuer accepts the risks inherent in variable interest rates, the issuer can take advantage of some of the lowest rates available on the market. Variable-rate debt may be appropriate for the District's portfolio, especially in the environment where increased interest earnings on invested funds offset the increased cost of variable-rate debt. Variable-rate debt products include variable-rate demand obligations, commercial paper, and auction rate securities. The District may consider the use of variable-rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In determining whether or not to use variable-rate debt, the District will analyze the risks associated with the variable-rate debt products, including derivative products.

Use of Variable-Rate Debt – The District may consider the use of variable-rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In

determining whether or not to use variable-rate debt, the District will analyze, among other things, the risk associated with the variable-rate debt and the impact on the District's overall portfolio. Before issuing variable-rate debt, the District will analyze its cash position; the District will not issue variable-rate debt in an amount that exceeds 115 percent of its unrestricted cash position at the time of issuance.

Investment of Bonds Proceeds – Bond proceeds will be invested in accordance with the permitted investment language outlined in the bond documents for each transaction. The District will seek to maximize investment earnings within the investment parameters set forth in the respective debt financing documentation. The reinvestment of bond proceeds will be incorporated into the evaluation of each financing decision, specifically addressing the arbitrage/rebate position and evaluating alternative debt structures and refunding savings on a “net” debt service basis, where appropriate.

Refinancing Outstanding Debt

The Manager of Finance shall have the responsibility to evaluate potential refunding opportunities. The District will consider the following issues when analyzing potential refinancing opportunities:

Debt Service Savings – The District shall establish a target savings level equal to three percent or higher of the par refunded on a net present value (NPV) basis (after payment of all costs associated with the issuance). This figure will serve only as a guideline and the District may determine that a different savings target is appropriate; the District shall evaluate each refunding opportunity on a case-by-case basis. In addition to the savings guideline, the following shall be taken into consideration:

- Remaining time to maturity
- Size of the issue
- Current interest rate environment
- Annual cash flow savings
- The value of the call option
- Revision of restrictive or onerous covenants
- Other factors approved by the District

Restructuring – The District may seek to refinance a bond issue on a non-economic basis, in order to restructure debt, mitigate irregular debt service payments, accommodate revenue shortfalls, achieve a proper matching of debt service with revenues, release reserve funds, or comply with and/or eliminate rate/bond covenants.

Term/Final Maturity – The District may consider the extension of the final maturity of the refunding bonds in order to achieve a necessary outcome, provided that such extension is legal. The term of the debt should not extend beyond the reasonably expected useful

life of the asset being financed. The District may also consider shortening the final maturity of the bonds. The remaining useful life of the assets and the concept of intergenerational equity will guide these decisions.

Outstanding Debt Limitations

Prior to issuance of new debt, the District shall consider and review the latest credit-rating reports and guidelines to ensure the District's credit ratings and financial flexibility remain at levels consistent with the most highly rated comparable public agencies.

Selection of Financing Team Members

The District shall procure professional services as required to execute financing transactions and provide advice on non-transaction-related work. Professional services include Consultants (Financial Advisor, Legal Counsel – Bond, Disclosure and Tax); Service Providers (Trustee, Paying Agent, Printer, Letter of Credit, Verification Agent); and an Underwriting Team (Senior Manager, Co-Manager).

The District shall select its primary financing team members/consultant(s) by competitive process through a Request for Proposals (RFP) or a Request for Qualifications (RFQ).

The District shall establish selection criteria for selecting its financing team members. The criteria may include, but are not limited to:

- Professional excellence
- Demonstrated competence
- Specialized experience performing similar services for California agencies
- Education and experience of key personnel to be assigned
- Geographic proximity
- Staff capability
- Ability to meet schedules
- Nature and quality of similar completed work
- Reliability and continuity of the firm or individual
- Other considerations deemed by the District to be relevant and necessary to the performance of advisory services

Market Communication, Debt Administration and Reporting Requirements

Responsibilities – For purposes of this policy, the General Manager delegates responsibility of market communication, debt administration, and reporting requirements to the Manager of Finance, or appropriate position determined by the General Manager.

Rating Agencies – The Manager of Finance shall be responsible for maintaining the District's relationships with Standard & Poor's Ratings Services, Fitch Ratings, and Moody's Investors Service, as appropriate. The District shall, from time to time, deal with one, two, or all of these agencies as circumstances dictate. In addition to general communication, the Manager of Finance shall (1) meet, at least biennially, either in person or via phone, with credit analysts, and (2) offer, prior to each competitive or negotiated sale, conference calls or meeting(s) with rating analysts in connection with the planned sale.

Observance of Debt Covenants – The Manager of Finance will periodically ensure that the District is in compliance with all legal covenants for each debt issue.

Continuing Disclosure – The Manager of Finance will, for all debt issued, comply with Rule 15c3-12(b)(5) by required filing as covenanted in each debt issue's Continuing Disclosure Agreement. The Manager of Finance will maintain a calendar with the reporting deadlines and procedures for dissemination of annual reports and notices.

Record Keeping – A copy of all debt-related records shall be retained at the District's offices. At minimum these records shall include all official statements, bid documents, bond documents/transcripts, resolutions, trustee statements, leases, and title reports for each financing (to the extent available). To the extent possible, the District shall retain an electronic copy of each document, preferably in PDF or CD-ROM format.

Arbitrage Rebate – The District will comply with the administratively adopted policies and procedures regarding tax-exempt financings and tax-exempt finance property, as well as the tax and arbitrage certifications associated with each issue.

Policy Review – This policy should be reviewed on a biennial basis and adopted by the Board.

GLOSSARY OF TERMS

Advance Refunding A procedure where outstanding bonds are refinanced by the proceeds of a new bond issue prior to the date on which the outstanding bonds become due or are callable. Generally, either the entire outstanding issue is refunded (full refunding) or only the callable bonds are refunded (partial refunding).

Amortization The planned reduction of a debt obligation according to a stated maturity or redemption schedule.

Arbitrage The difference between the interest paid on the tax-exempt securities and the interest earned by investing the security proceeds in higher-yielding taxable securities. IRS regulations govern arbitrage on the proceeds from issuance of municipal securities.

Balloon Maturity A later maturity within an issue of bonds which contains a disproportionately large percentage of the principal amount of the original issue.

Basis Points The measure of the yield to maturity of an investment calculated to four decimal places. A basis point is one one-hundredth of one percent (.01 percent).

Bond Anticipation Notes (BANS) Notes issued by the government unit, usually for capital projects, which are paid from the proceeds of the issuance of long term bonds.

Bullet Maturity A maturity for which there are no sinking-funds payments prior to the stated maturity date.

Call Provisions The terms of the bond contract giving the issuer the right to redeem all or a portion of an outstanding issue of bonds prior to their stated dates of maturity at a specific price, usually at or above par.

Capitalized Interest A portion of the proceeds of an issue set aside to pay interest on the securities for a specific period of time. Interest is commonly capitalized for the construction period of the project.

Certificates of Participation (COP) A bond from an issue, which is secured by lease payments made by the party leasing the facilities, financed by the issued. Typically COPs are used to finance the construction of facilities (e.g., infrastructure or buildings) used by a municipal agency, which leases the facilities from a financing authority. Often the agency is legally obligated to appropriate moneys from its general tax revenues to make lease payments.

Competitive Sale A sale of securities by an issuer in which underwriters or syndicates of underwriters submit sealed bids to purchase the securities in contrast to a negotiated sale.

Continuing Disclosure The principle that accurate and complete information material to the transaction, which potential investors would be likely to consider material in making investment decisions with respect to the securities, be made available on an ongoing basis.

Credit Enhancement Credit support purchased by the issuer to raise the credit rating of the issued. The most common credit enhancements consist of bond insurance, direct or standby letters of credit, and lines of credit.

Debt Service Reserve Fund The fund in which moneys are placed, which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements.

Discount Bonds Bonds which are priced for sale at a discount from their face or par value.

Derivative A financial product whose value is derived from some underlying asset value.

Escrow A fund established to hold moneys pledged and to be used to pay debt service on an outstanding issue.

Gross Spread The fees that underwriters receive for selling a public debt offering. The gross spread is equal to the difference between the price of a security paid by the underwriter and the offering price charged to the public.

The gross spread comprises three components:

Takedown: Normally the largest component of the spread, similar to a commission, which represents the income derived from the sale of securities. If bonds are sold by a member of the syndicate, the seller is entitled to the full takedown (also called the “total takedown”).

Management Fee: The amount paid to the senior manager and/or co-managers for handling the affairs of the syndicate.

Expenses: The costs of operating the syndicate for which the senior manager may be reimbursed.

Lease-Purchase A financing lease which may be sold publicly to finance capital equipment, real property acquisition or construction. The lease may be resold as certificates of participation or lease revenue bonds.

Letters of Credit A bank credit facility wherein the bank agrees to lend a specified amount of funds for a limited term.

Management Fee The fixed percentage of the gross spread which is paid to the managing underwriter for the structuring phase of a transaction.

Negotiated Sale A method of sale in which the issuer chooses one underwriter to negotiate terms pursuant to which such underwriter will purchase and market the bonds.

Original Issue Discount The amount by which the original par amount of an issue exceeds its public offering price at the time it is originally offered to an investor.

Overlapping Debt That portion of the debt of other governmental units for which residents of a particular municipality are responsible.

Pay-As-You-Go An issuer elects to finance a project with existing cash flow as opposed to issuing debt obligations.

Present Value The current value of a future cash flow.

Private Placement The original placement of an issue with one or more investors, as opposed to being publicly offered or sold.

Rebate A requirement imposed by the Tax Reform Act of 1986 whereby the issuer of the bonds must pay the IRS an amount equal to its profit earned from the investment of bond proceeds at a yield above the bond yield calculated pursuant to the IRS code, together with all income earned on the accumulated profit pending payment.

Special Assessments Fees imposed against properties that have received a special benefit by the construction of public improvements, such as water, sewer, and irrigation.

Underwriter A dealer that purchases new issues of municipal securities from the issuer and resells them to investors.

Underwriter's Discount The difference between the price at which bonds are bought by the underwriter from the issuer and the price at which they are reoffered to investors.

Variable-Rate Debt An interest rate on a security that changes at intervals according to an index, formula or other standard of measurement, as stated in the bond contract.

Resolution No: 17-02

*A Resolution of the Board of Directors
of Camrosa Water District*

Establishing a Budget Policy

Whereas, the budget is presented as a policy document, an operational tool, a financial planning tool and a link to the Strategic Plan and considered a communication tool to the District's community and stakeholders; and,

Whereas, the purpose of the budget policy is to provide guidelines that will influence and direct the financial management practice of the District; and,

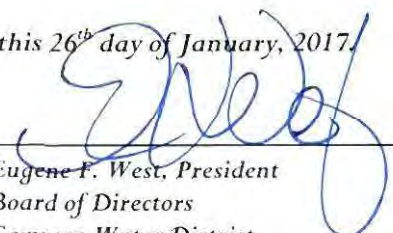
Whereas, the main reasons for establishing a budget policy is to:

- Ensure quality of existing core services;
- Establish organizational goals to guide decision making;
- Develop a budget to achieve goals;
- Incorporate a long-term perspective;
- Evaluate performance and make adjustments;
- Strengthen the financial position;
- Focus budget decisions on results and outcomes; and
- Involve and promote effective communication with stakeholders.


Whereas, the Camrosa Water District established a budget policy, memorializing as a formal policy and establishing best practices of financial management for the District;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the proposed Budget Policy is hereby approved and adopted, and the General Manager is authorized to implement the policy.

Adopted, Signed, and Approved this 26th day of January, 2017.


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

ATTEST:


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

Budget Policy

The budget is presented as a policy document, an operational tool, a financial planning tool, and a link to the Strategic Plan. In addition, it is also considered a communication tool to the District's community and stakeholders.

The main reasons for establishing a budget policy is to:

- Ensure quality of existing core services;
- Establish organizational goals to guide decision making;
- Develop a budget to achieve goals;
- *Incorporate a long-term perspective;*
- Evaluate performance and make adjustments;
- Strengthen the financial position;
- Focus budget decisions on results and outcomes; and
- Involve and promote effective communication with stakeholders

1.1 Purpose

The purpose of the Camrosa Water District's Budget Policy is to provide guidelines that will influence and direct the financial management practice of the District. A financial policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. An effective financial policy: Provides principles and guidelines that minimize costs and reduce risk, maintains appropriate financial capacity for present and future needs, ensures legal compliance and maintains appropriate internal controls.

2.1 Budget Submittal and Adoption

- In order to facilitate and implement the budget process, the General Manager will propose an annual budget calendar at the first regular Board meeting in January in every year.
- No later than two months before the end of each fiscal year, the General Manager shall prepare and submit to the Board of Directors a draft annual budget for the ensuing fiscal year.
- *The Board of Directors will adopt by formal resolution an operating and capital budget every year by June 30.*
- The fiscal period for the District is July 1 to June 30.

3.1 Balanced Budget

- Adopted annual budgets shall ensure that operating revenues fully cover operating expenditures, including debt service within the Water and Wastewater enterprise.
- In the event of a shortfall, use of the rate stabilization fund or an inter-fund loan is allowable.

- One-time revenues shall only be used to cover one-time costs and ongoing revenues shall only be used to cover ongoing costs.
- Debt service funds shall not be utilized for operating expenses.

4.1 Amendments to Adopted Budget

- Initial appropriations (excluding carryovers and encumbrances for multi-year capital projects) will be made during the annual budget process when all District needs can be reviewed and prioritized in a comprehensive manner.
- The annual budget process will include multiple year projections.
- The General Manager has the authority to adjust the budget at the operational level within an enterprise and shall report budget performance to the Board of Directors on a quarterly basis.
- Additional appropriations from reserves must go to the Board of Directors for approval.

5.1 Budget Process

- The budget preparation process is developed by the General Manager with input from the Board of Directors.
- The District will develop its annual budget in such a manner to incorporate historical trend analysis for revenues and expenditures with an adjustment for increasing import water costs, current water demand trends, and other considerations as appropriate.
- The budget process will include a review of the current and future utility rates to determine the necessity to set a public hearing to increase rates to offset operational costs.

6.1 Form of Budget

- The budget shall present an itemized statement of the appropriations recommended by the General Manager to include estimated expenses and permanent improvements for each enterprise and program.
- Comparative data of the appropriations and expenditures for the current and previous fiscal year, as well as the increases or decreases in the recommended budget, shall be provided.

7.1 Capital Budget

- The Capital Improvement Program and the Operating Budget will be reviewed at the same time to ensure that the District's capital and operating needs are balanced and that the Capital Improvement Program is aligned with the District's long-range plans.
- Capital expenditures shall meet the requirements of generally accepted accounting principles (GAAP).

- The District will identify the estimated costs and potential funding sources for each capital project proposal.
- The District will develop a five-year plan for capital improvements including operations and maintenance costs to be updated each year.
- The District will utilize grant funding and other outside resources whenever possible.
- The District will utilize the least costly financing method for all new projects.

8.1 Long Term Financial Forecast

- The District will develop a five-year financial forecast for operating and capital improvement projects; including operations and maintenance costs, and update it every year as part of the annual budget process.
- The financial forecast will identify the District's source of funds for which future capital improvement projects will necessitate.
- The financial forecast will include escalating operational cost index factor for ongoing routine operation expenditures.
- The financial forecast will identify the necessity of potential utility rate increases based upon imported water rates and operational costs.

9.1 Debt Service Ratios/Reserve Financial Position

- The District will meet or exceed minimum debt service coverage ratios required by governing bond indentures.
- The District will ensure minimum reserve levels are met after appropriation of one-time capital appropriations.

10.1 Budgetary Control

- The District shall prepare monthly reports on revenues and expenditures that compare budget-to-actual financial performance for Staff and reviewed quarterly by the Board of Directors.
- The District will monitor revenues and expenditures on an ongoing basis and ensure that expenditures do not exceed appropriations within an enterprise fund and program for the annual fiscal period.
- Each Program Manager is responsible for ensuring expenditures remain within budget.
- Any deviation from the Budget Policy will be brought to the Board of Directors for approval.

Resolution No: 21-17

A Resolution of the Board of Directors
of Camrosa Water District

Updating the Pension Funding Policy

Whereas, the Board of Directors deems it essential that Camrosa Water District establish fiscally responsible management practices; and

Whereas, the Board of Directors recognizes the CalPERS accrued unfunded liability could potentially cause financial stress and impact the District's operations and rates; and

Whereas, the Board of Directors seeks to address its unfunded CalPERS liability in the most cost-efficient manner possible; and

Whereas, it is the desire of the Board of Directors to establish a Pension Funding Policy to provide guidance and strategies for addressing the District's retirement liabilities; and

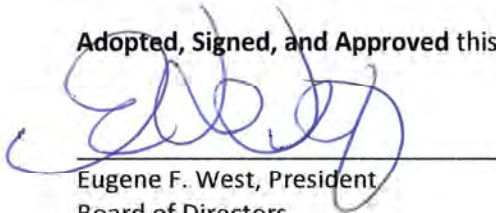
Whereas, the policy includes internal budgeting, policy directives and financing mechanisms for the Board of Directors and Staff to address the District's retirement liabilities; and

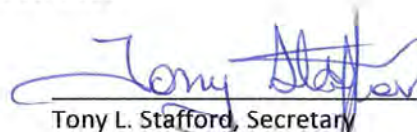
Whereas, it is in the best interests of the District to establish a written pension funding policy to serve as a living document, which will require periodic review and updates to take into account changes in the District's unfunded accrued liability and financial position; and

Whereas, the policy has been updated to implement internal controls for staff regarding procedures for additional discretionary payments;

Now, Therefore, Be It Resolved, by the Camrosa Water District Board of Directors, that the attached Pension Funding Policy is hereby incorporated into this resolution and adopted by the Board of Directors.

Adopted, Signed, and Approved this 14th day of October 2021.


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

 (ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

CAMROSA WATER DISTRICT

Pension Funding Policy

This policy is intended to provide guidance and strategies to current and future Board of Directors for addressing the District's retirement liabilities. The policy includes internal budgeting, policy directives, and financing mechanisms.

Background

The District has a history of being fiscally conservative and maintaining fiscally responsible management practices. The District recognizes the unfunded CalPERS liability could potentially cause financial stress and impact the District's operations and rates. As such, the District seeks to address its unfunded CalPERS liability in the most cost-efficient manner possible.

CalPERS Normal Costs represent the cost of pension benefits earned by current employees in the current fiscal year. Normal Costs are paid as a percentage of the District's payroll. Unfunded Accrued Liability ("UAL") represents the shortfall in assets needed to fully fund prior benefits earned by employees and retirees, which occurs for a variety of reasons. UAL payments are a dollar amount adjusted annually by CalPERS.

Annual Review

Addressing retirement costs is a dynamic process. CalPERS makes regular adjustments to the District's Normal Costs and UAL due to changes in investment performance, employee/retiree events, benefit levels, and actuarial assumptions. These changes will require multi-year financial planning and for the District to make corresponding budgetary adjustments. The District will therefore evaluate its pension liabilities each year.

After the release of the most current CalPERS actuarial report, staff will present a summary of the plan's funding status. This information will be presented during a public Board meeting, which will include a summary of funding status, funding progress compared to prior years, as well as any recommended actions and/or budget adjustments.

Target Funding Level

The District paid off its entire UAL from available reserves in the amount of \$4,996,392 in March 2020. The District will seek to maintain a fully funded pension fund.

Allocation of Additional Resources / ADPs

The District seeks to maintain adequate levels of reserves in accordance with its stated reserve goals and adopted reserve policies. The District will implement a Pension Liability Reserve Fund to manage the ongoing CalPERS UAL. The District will budget for the anticipated UAL as a specific line item in the annual budget and reserve worksheet.

CAMROSA WATER DISTRICT

Pension Funding Policy

Targeting Strategies

At the discretion of the Board, the District may apply Additional Discretionary Payments (ADPs) toward the Amortization Bases with the longest remaining term (maturity) to maximize interest costs savings. Should the District seek to optimize budgetary (cash flow) impact, it may seek to apply these monies toward the Amortization Bases with the shortest term.

All pre-funding decisions will require detailed financial analysis to be performed; and will include proper documentation of the analysis, methodology, and decision-making process.

STRATEGIES

The District has several different financing strategies available to address its pension liabilities. In addition to establishing a specific Pension Liability Reserve Fund, it could utilize one or more of the following strategies:

1. **115 Trust** – The District may seek to invest monies in a 115 Trust, to allow the District to match the investment options more closely to the pension liabilities.
2. **Use of Reserves and One-Time Monies** – The District maintains reserves comprised of unrestricted and restricted reserves. The District's Reserve Policy is to maintain target levels in unrestricted reserves towards the potable, non-potable, and wastewater operation and emergency reserves, rate stabilization fund, and capital replacement funds. The District may apply monies from its reserves to prepay and/or payoff its UAL with CalPERS. Repayment to the respective reserve funds from where monies for prepayment were taken will come from net operating results.
3. **Salary/Benefit Cost Containment** – During consideration of employee raises, District staff will take into consideration the impact of any raises on employee contribution levels to the Normal CalPERS costs and the UAL. During each budget cycle, District staff will perform a financial analysis of the proposed salary /benefit increases on the District's Pension Costs. This information will be presented to the Board of Directors for their consideration. Additionally, consideration may be given to requiring employees to pay a portion or all the Required Employee Contribution Rate that Camrosa currently pays on behalf of employees.

CalPERS assumes that wages will increase by 2.75%, on average, over time. This measure should serve as a benchmark for analysis. Any analysis should not measure salary/wage growth on an individual year, but rather over a long-term basis.
4. **Tax-Exempt Exchange** – The District has a history of funding capital projects through a pay-as-you-go method. To the extent the District has pay-as-you-go capital projects and where it is financially feasible to finance, the District may seek to finance such projects with tax-exempt bonds or other financing methods and use the capital project's budgeted amounts for Additional Discretionary Payments. If monies are taken from reserves, then the pension Liability Fund contributions may be increased through amortizing the removed funds and repayment to the respective reserve fund.

CAMROSA WATER DISTRICT

Pension Funding Policy

Internal Controls

District staff shall establish internal controls documenting the procedures for any additional discretionary payments towards the UAL as follows:

1. Staff will present the yearly actuarial report to the Board.
2. Board must approve all ADPs.
3. Upon Board approval, staff will initiate the ADP.
4. The Finance Manager and General Manager must review and approve the payment before submittal to CalPERS.

If approved, the District's Pension Funding Policy will be adopted by Resolution. The Policy is intended to serve as a living document, which will require periodic review and updates to consider changes in the District's UAL and financial position. Any amendments to this Policy will be made by Resolution.

Community Profile

This section contains demographic and economic statistics of the District's community profile. It also includes service area assessed valuations, and largest customers data.

The following are key demographics. The District has chosen to use the City of Camarillo's data as representative of the District. The region also has a very large military population at the nearby Point Mugu Naval Air Station and Port Hueneme, which adds stability. The District participates in the broad and diverse Oxnard-Thousand Oaks-Ventura metropolitan statistical area (MSA) economy. Camarillo's household income levels are strong with median household effective buying income.

Demographic and Economic Statistics Last Ten Calendar Years

City of Camarillo

Year	Unemployment Rate	Population	Personal Income (in thousands)	Per Capital Personal Income
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%	69,623	2,933,008	42,127
2018	3.6%	68,741	3,271,440	47,591
2019	4.3%	69,880	3,231,171	46,625
2020	4.1%	70,261	3,461,602	50,186
2021	5.8%	71,898	3,407,642	49,833

The District's service area encompasses property with over \$6.5 billion of assessed valuation. District residents have easy access to jobs countywide and in Los Angeles.

Service Area Assessed Valuations

Fiscal Year	Secured Assessed Valuation	Unsecured Assessed Valuation	Total	% Change
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%
2020	6,061,204,136	190,366,546	6,251,570,682	4.38%
2021	6,322,329,671	195,452,356	6,517,782,027	4.26%

**Ten Largest Water Customers
Fiscal Year 2021**

Customer	Customer Type	Acre-Feet	Annual Revenues	% of Water Sales
Leisure Village	Residential	1084	\$ 1,314,151	6.06%
Reiter Brother Inc	Agricultural	1344	1,223,500	5.65%
Mahan Ranch Golf Club LLC	Commercial	302	508,321	2.35%
A Hartman Ranch, Inc	Agricultural	446	405,494	1.87%
Cal State University CI	Public	324	389,058	1.80%
Camlam Farms, Inc.	Agricultural	885	282,303	1.30%
City of Camarillo	Irrigation	105	206,738	0.95%
Pleasant Valley Park & Rec	Irrigation	118	204,228	0.94%
Marz Farms	Agricultural	95	178,325	0.82%
A.B.P.	Agricultural	119	145,053	0.67%
Total Ten Largest Customers		4,822	4,857,171	22.42%
All Other Customers		<u>9,213</u>	<u>16,811,048</u>	<u>77.58%</u>
Total Water Revenue for District		14,035	\$ 21,668,219	100.00%

**Ten Largest Wastewater Customers
Fiscal Year 2021**

Customer	EDUs	Annual Revenue	% of Wastewater Sales
Leisure Village	2,162	\$ 929,359	24.11%
CSUCI	778	334,509	8.68%
Rancho Adolfo Mobile Home Estates	255	109,639	2.84%
Corte Madera/AvalonBay Communities	161	69,224	1.80%
Essex Camino Inc.	161	69,224	1.80%
Adolfo Camarillo Highschool	59	25,368	0.66%
Emeritus at Camarillo	56	24,212	0.63%
Camino Ruiz LLC	47	20,208	0.52%
Marriott Brighton Gardens	42	18,108	0.47%
Pleasant Valley School	38	16,338	0.42%
Total Ten Largest Wastewater Customers	3,759	\$ 1,616,189	41.92%
All Other Customers	<u>5,280</u>	<u>2,239,070</u>	<u>58.08%</u>
Total Wastewater Revenue for District	9,039	\$ 3,855,259	100.00%

Board Memorandum

June 23, 2022

To: General Manager

From: Kevin Wahl, Superintendent of Operations

Subject: Ventura Regional Sanitation District Sewer Maintenance

Objective: Maintain the District's sewer system.

Action Required: Authorize the General Manager to enter into a five-year agreement with Ventura Regional Sanitation District (VRSD) and issue a purchase order in an amount not to exceed \$250,000.00 for Fiscal Year (FY) 2022-23 sewer maintenance and cleaning services.

Discussion: Camrosa utilizes VRSD as needed for both routine and emergency services. VRSD has been engaged to clean two-thirds of the District's collection system each year. In addition to the routine cleaning, VRSD provides emergency services related to the Camrosa Water Reclamation Facility and sewer lift stations. The existing multi-year agreement is set to expire June 30, 2022. This agreement would be in place for five years.

This is an operations line item in the proposed Fiscal Year 2022-23 budget. Work would commence after July 1.

**VENTURA REGIONAL SANITATION DISTRICT
CONTRACT NO. 22-003**

**AGREEMENT FOR
WASTEWATER FACILITIES MAINTENANCE BY AND
BETWEEN
CAMROSA WATER DISTRICT
AND
VENTURA REGIONAL SANITATION DISTRICT**

THIS AGREEMENT is made and entered into this ____ day of _____ 2022 by and between CAMROSA WATER DISTRICT, a municipal water district formed pursuant to California Water Code §71000 et seq., hereinafter ("CLIENT"), and the VENTURA REGIONAL SANITATION DISTRICT, a public agency formed pursuant to California Health & Safety Code §4700 et seq. ("VRSD"). Together, CLIENT and VRSD shall be referred to herein as Parties.

R E C I T A L S

A. CLIENT is the owner and operator of a wastewater collection system, treatment plant, and effluent storage pond, effluent distribution pipe, and the Camarillo Sanitary District diversion structure, which are referred to collectively herein as "FACILITIES" and located in the Ventura County Area; and

B. CLIENT desires to enter into an agreement with VRSD for regular and emergency maintenance services for its Wastewater Facilities, as well as other related services, hereinafter collectively referred to as "Services", in order to achieve operational economies and efficiencies; and

C. VRSD has the authority, pursuant to Health & Safety Code Section 4700 et seq. and Public Contract Code §20782, and capability to provide the requested Services to the CLIENT and is willing to perform such services for the CLIENT.

NOW, THEREFORE, based upon the recitals above and valuable consideration, the mutual covenants, and promises set forth below, the Parties do hereby agree to abide by the following terms and conditions:

ARTICLE 1: RETENTION OF VRSD

1.1 VRSD agrees to provide services to CLIENT on the conditions set forth in this Agreement. CLIENT's Board of Directors shall administer this Agreement for CLIENT. It is expressly understood that the relationship between CLIENT and VRSD is that of an independent contractor and VRSD is not, and shall not be deemed, an employee of CLIENT.

1.2 VRSD shall assign a Staff Coordinator satisfactory to CLIENT to work directly with CLIENT in connection with VRSD's services to be performed under this Agreement. Such assignment shall be made by written notice to CLIENT.

1.3 VRSD accepts the relationship of trust and confidence established between VRSD and CLIENT by this Agreement. VRSD agrees to furnish efficient business administration, personnel services, and superintendence and to use its best efforts to perform the work in the most expeditious and economical

manner consistent with the public interest and applicable federal, state and local regulations. VRSD shall provide the Services described in Article 2: Scope of Services within the limitations of an annual written Proposed Customer Budget total approved by both Parties prior to the beginning of each fiscal year.

1.4 The Parties acknowledge that CLIENT retains exclusive authority and budgetary discretion relating to the funding of CLIENT's operation and maintenance, including provision for acquiring, repairing, maintaining and replacing CLIENT's existing equipment, structures and facilities and installation of new equipment, structures and facilities. Nothing in this Agreement shall prohibit or otherwise prevent CLIENT from performing various routine maintenance or emergency services outlined in this Agreement with CLIENT's personnel or other contract service providers.

1.5 The parties acknowledge that CLIENT intends to maintain funding and service requirements throughout the term of this Agreement at similar levels for operational service encompassed in the first year of this Agreement.

ARTICLE 2: SCOPE OF SERVICES

This scope of services provides the range of services covered by this Agreement; the range of services in any given year during the Term of this Agreement will be dependent on written requests made by CLIENT in consultation with VRSD. Specific terms and conditions of the Scope of Services are set forth in Exhibit A, which is incorporated herein by reference.

ARTICLE 3: AGREEMENT EFFECTIVE DATE AND TERMINATION

3.1 Effective Date

This Agreement shall commence on July 1, 2022 and shall terminate on June 30, 2027, unless extended in writing by mutual agreement of the Parties or terminated as hereinafter provided.

3.2 Termination without Cause

At any time, CLIENT or VRSD may terminate this contract for any reason by providing the other with a 120-day NOTICE in accordance with Article 13.

3.3 Termination for Default

(a) This agreement may be terminated by CLIENT upon the following terms and conditions:

CLIENT may terminate this agreement in the event of a material default by VRSD in any of VRSD's obligations hereunder. For purposes of this Agreement, a material default shall be defined as VRSD's failure to perform any of the obligations contained in Article 2 herein. Such termination by CLIENT shall be effective 60 days after VRSD's receipt of written notice from CLIENT specifying the default. Termination of this Agreement because of a material default of VRSD shall not relieve VRSD

from liability for such default. In case of termination of this Agreement by CLIENT for material default of VRSD, VRSD shall be entitled to amounts actually earned as of the effective date of the default.

(b) This agreement may be terminated by VRSD upon the following terms and conditions:

VRSD may terminate this agreement in the event of a material default by CLIENT in any of CLIENT's obligations hereunder. For purposes of this Agreement, a material default shall be defined as CLIENT's failure to perform any of the obligations contained in ARTICLE 5. Such termination by VRSD shall be effective 60 days after CLIENT's receipt of written notice from VRSD specifying the default. Termination of this Agreement because of a material default of CLIENT shall not relieve CLIENT from liability for such default. In case of termination of this Agreement by VRSD for material default of CLIENT, VRSD shall be entitled to amounts actually earned as of the effective date of the default.

ARTICLE 4: OPERATIONAL COSTS AND COMPENSATION FOR SERVICES

4.1 Operational Costs

CLIENT shall pay to VRSD the entire cost to VRSD of performing the services provided. CLIENT shall be billed only for costs incurred. For this Agreement, the entire cost to CLIENT shall include:

- a) For personnel services (for FY 2022-2023), the VRSD billing rate associated with the classification of each individual performing services, as shown in Exhibit "B" Hourly Rates, attached and incorporated herein by reference. The Hourly Rates will automatically be adjusted in accordance with Article 4.6 each year, thereafter.
- b) For purchase of supplies, equipment, and services, the actual cost of the plus a fifteen percent (15%) markup.
- c) For provision of equipment and machinery (for FY 2022-2023), the actual and complete cost of owning, operating and replacement of said equipment, including but not limited to, depreciation; consumable supplies such as gasoline, electricity, or paper; maintenance; and insurance costs, as shown in Exhibit "B" Equipment & Supply (Consumable) Rates, attached and incorporated herein by reference. The Equipment & Supply (Consumable) Rates shall automatically be adjusted in accordance with Article 4.6 each year, thereafter.

4.2 Compensation for Services. VRSD shall submit a monthly statement for its services accompanied with a letter of explanation. CLIENT shall reimburse VRSD for expenses within 30 days of the receipt of the statement.

4.3 Existing Fixed Assets. All existing CLIENT fixed assets, rolling stock, inventory and supplies of and accessory to the CLIENT FACILITIES are and will remain the property of CLIENT. VRSD is acting solely as an agent on behalf of CLIENT in its acquisition, use, and disposition of such items. VRSD shall not enter into contracts for acquisition or disposal of CLIENT fixed assets without prior approval of CLIENT.

4.4 Records. VRSD shall maintain all accounting in conformance with generally accepted accounting principles and all applicable laws and regulations.

4.5 Examination of Records. VRSD agrees that CLIENT shall have, during normal business hours, access to and the right to examine any directly pertinent books, documents, papers, and records of VRSD and of all the transactions relating to this agreement.

4.6 Rates shown in Exhibit B shall be adjusted annually for inflation, in line with VRSD's fiscal year (July through June), in accordance with the U.S. Bureau of Labor Statistics' Consumer Price Index (CPI). The minimum and maximum allowable increase per year will be zero (0%) and five percent (5%), respectively. CPI shall be defined as the index for All Urban Consumers for the Los Angeles-Long Beach-Anaheim, CA area, not seasonally adjusted, all items index, annual average. Either CLIENT or VRSD may request an extraordinary rate adjustment if circumstances warrant, but no modification, alteration or variation of the terms and conditions of this Agreement shall be made or become valid unless the extraordinary rate adjustment is in writing and mutually agreed to by the Parties.

ARTICLE 5: CLIENT'S RESPONSIBILITY

5.1 CLIENT shall provide VRSD, without charge, any information available to CLIENT that is required in connection with services that are required of VRSD.

5.2 CLIENT does not assume and shall not be liable for the direct payment of any salary, wages, or other compensation to any VRSD personnel performing services hereunder or any liability other than that provided for in this agreement.

5.3 Except as herein otherwise specified, CLIENT shall not be liable for compensation for indemnity to any VRSD employee for injury or sickness arising out of his or her employment.

ARTICLE 6: INSURANCE

6.1 Commercial General Liability and Automobile Liability Insurance. VRSD shall provide and maintain the following commercial general liability and automobile liability:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)
3. Insurance Service Office (ISO) Excess Liability, but only to the extent set forth in VRSD's coverage limits for this potential liability.

Limits. The Contractor shall maintain limits no less than the following:

1. General Liability - Two million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage
2. Automobile Liability – Combined single limit one million dollars (\$1,000,000) for bodily injury and property damage each accident limit.

3. Excess Liability - The limits of Insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess Insurance. Any umbrella or excess Insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the District (if agreed to in a written contract or agreement) before the District's own primary or self-insurance shall be called upon to protect it as a named insured.

6.2 Required Provisions. The general liability, auto liability and excess liability policies are to contain, or be endorsed to contain, the following provisions:

1. Camrosa Water District, its directors, officers, employees, and authorized volunteers are to be given insured status at least as broad as ISO endorsement CG 2010 11 85; or both CG 20 10 10 01 and CG 20 37 04 13, specifically naming all of the District parties required in this agreement, or using language that states "as required by contract". All subcontractors hired by Contractor must also have the same forms or coverage at least as broad; as respects (via CG 20 38 04 13): liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; and automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to Camrosa Water District, its directors, officers, employees, or authorized volunteers.
2. It is understood and agreed to by the parties hereto and the insurance company(s), that the Certificate(s) of Insurance and policies shall so covenant and shall be construed as primary, and Camrosa Water District insurance and/or deductibles and/or self-insured retentions or self-insured programs shall not be construed as contributory using the ISO endorsement CG 20 01 04 13 or coverage at least as broad.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to Camrosa Water District, its directors, officers, employees, or authorized volunteers.
4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Camrosa Water District.
6. Such liability insurance shall indemnify the Contractor and his/her subcontractors against loss from liability imposed by law upon, or assumed under contract by, the Contractor or his/her subcontractors for damages on account of such bodily injury (including death), property damage, personal injury, completed operations, and products liability.
7. The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground excavation, and removal of lateral support.
8. The automobile liability policy shall cover all owned, non-owned, and hired automobiles.
9. All of the insurance shall be provided on policy forms and through companies satisfactory to Camrosa Water District.

6.3 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be declared to and approved by Camrosa Water District. At the option of Camrosa Water District, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

6.4 Acceptability of Insurers. Insurance is to be placed with insurers having a current A.M. Best rating of no less than A- or equivalent or as otherwise approved by Camrosa Water District.

6.5 Workers' Compensation and Employer's Liability Insurance. The Contractor and all subcontractors shall insure (or be a qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act", Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Contractor shall provide employer's liability insurance with limits of no less than \$1,000,000 each accident, \$1,000,000 disease policy limit, and \$1,000,000 disease each employee.

6.6 Evidences of Insurance. Prior to execution of the agreement, the Contractor shall file with Camrosa Water District a certificate of insurance (Acord Form 25-S or equivalent) signed by the insurer's representative evidencing the coverage required by this agreement. Such evidence shall also include (1) attached additional insured endorsements with primary & non-contributory wording, (2) Workers' Compensation waiver of subrogation, and (3) a copy of the CGL declarations or endorsement page listing all policy endorsements, and confirmation that coverage includes or has been modified to include Required Provisions 1-8 above. The District reserves the right to obtain complete, certified copies of all required insurance policies, at any time. Failure to continually satisfy the Insurance requirements is a material breach of contract.

The Contractor shall, upon demand of Camrosa Water District, deliver to Camrosa Water District such policy or policies of insurance and the receipts for payment of premiums thereon.

6.7 Continuation of Coverage. If any of the required coverages expire during the term of this agreement, the Contractor shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District at least ten (10) days prior to the expiration date.

6.8 Subcontractors. In the event that the Contractor employs other contractors (subcontractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each contractor or subcontractor meets the minimum insurance requirements specified above, and Contractor shall ensure that Camrosa Water District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

6.9 VRSD shall not be responsible for damage or loss by any peril to FACILITIES and equipment owned by CLIENT other than as provided in Article 7.1.

ARTICLE 7: HOLD HARMLESS

7.1 Notwithstanding anything in this Agreement to the contrary or California Government Code §895.2, VRSD shall indemnify, defend, and hold CLIENT free and harmless from any fines levied by the RWQCB and all claims, demands, liabilities, loss or injury to, or death of, any person, including, but not

limited to, employees of CLIENT and damage to or destruction of property including, but not limited to, property of CLIENT; provided said fines, claims, demands, liability or loss arise out of the performance by VRSD of the services required hereunder and are caused by a negligent act or failure to act of VRSD.

7.2 Notwithstanding anything in this Agreement to the contrary or California Government Code §895.2, CLIENT shall indemnify, defend, and hold VRSD free and harmless from any fines levied by the RWQCB and all claims, demands, liabilities, loss or injury to, or death of, any person, including, but not limited to, employees of VRSD and damage to or destruction of property including, but not limited to, property of VRSD; provided said fines, claims, demands, liability or loss are caused by a negligent act or failure to act of CLIENT. In this regard, CLIENT acknowledges the provisions of Article 1.4 and agrees to indemnify, defend and hold VRSD harmless from fines, claims, demands, liability or loss arising from CLIENT's failure to take action, or make budgetary provision, for the replacement of existing equipment, structures or FACILITIES, or the acquisition of new equipment, structures or FACILITIES.

ARTICLE 8: MODIFICATION & TERMS

No modification, alteration or variation of the terms and conditions of this Agreement shall be valid unless made in writing and signed by the Parties. No oral understanding or agreement not incorporated herein shall be binding on any of the Parties hereto.

ARTICLE 9: ASSIGNMENT

Neither party shall assign nor transfer its interest in this agreement without the written consent, of the other, which written consent shall not be withheld except for good and reasonable cause.

ARTICLE 10: ARTICLE HEADINGS

Article headings in this agreement are for convenience only and are not intended to be used in interpreting or construing the terms, covenants, and conditions of this agreement.

ARTICLE 11: PARTIAL INVALIDITY

If any term, covenant, condition, or provision of this contract is found by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect, and shall in no way be affected, impaired, or invalidated thereby.

ARTICLE 12: ATTORNEY FEES

In the event that either party shall commence any legal action or proceeding, including an action for declaratory relief, against the other by reason of the alleged failure of the other to perform or keep any term, covenant or condition of this contract, or to interpret any term, covenant or condition, the party prevailing in said action or proceeding shall be entitled to recover, in addition to its court costs, reasonable out-of-pocket expenses (including, but not limited to phone calls, photocopying, expert witnesses, travel, etc.) and reasonable attorney fees to be fixed by the court, and such recovery shall include court costs and attorney fees on appeal, if any. The court will determine the "prevailing party," whether or not the suit proceeds to final judgment.

ARTICLE 13: NOTICES

All notices or other official correspondence relating to contractual matters between the parties hereto shall be made by depositing same first-class, postage paid mail addressed as follows:

To CLIENT: Tony Stafford, General Manager
 CAMROSA WATER DISTRICT
 7385 Santa Rosa Road
 Camarillo, CA 93012

To VRSD: Chris, Theisen, General Manager
 VENTURA REGIONAL SANITATION DISTRICT
 4105 W. Gonzalez Road
 Oxnard, CA 93036-2748

or to such other address as either party may designate hereinafter in writing delivered to the other party. All notices shall be deemed to have been received 3 days after mailing.

ARTICLE 14: NO WAIVER

No failure or delay by either party in asserting any of its rights and remedies as to any default of the other party shall operate as a waiver of the default, of any subsequent or other default, or any of either party's rights or remedies. No such delay shall deprive VRSD of its right to institute and maintain any action or proceeding which may be necessary to protect, assert or enforce any rights or remedies arising out of this Agreement or the performance of this Agreement.

ARTICLE 15: CALIFORNIA LAW

This Agreement shall be interpreted and construed pursuant to the laws of the State of California. The parties agree that should litigation arising from this Agreement be commenced within California, such litigation shall occur within a court of competent jurisdiction within the County of Ventura.

ARTICLE 16: FORCE MAJEURE

Neither VRSD nor CLIENT shall be liable or deemed to be in default for any delay or failure in performance under this Agreement due to interruption of services resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of VRSD or CLIENT.

ARTICLE 17: DISPUTE RESOLUTION

If VRSD and CLIENT have a dispute concerning the payment of sums pursuant to their Contract, the Parties agree to be governed by Public Contracts Code Section 20104, et seq. In the event of such dispute, VRSD shall file a written claim with CLIENT. CLIENT shall respond in writing within forty-five (45) days or, within thirty (30) days request additional documentation and respond within fifteen (15) days

after said request.

ARTICLE 18: AUTHORITY TO EXECUTE AGREEMENT

Both VRSD and CLIENT do covenant that each individual executing this Agreement on behalf of each Party is a person duly authorized and empowered to execute Agreements for such Party.

ARTICLE 19: EXECUTION IN COUNTERPARTS

This Agreement may be executed in one or more counterparts which, taken together, shall be deemed one and the same document. The Parties' signatures to this Agreement transmitted by facsimile or electronic mail transmission shall be deemed binding.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

VENTURA REGIONAL
SANITATION DISTRICT

CAMROSA WATER DISTRICT

By _____
LAURA HERNANDEZ
Chairperson, Board of Directors

By _____
TONY STAFFORD
General Manager

APPROVED AS TO FORM:

ARNOLD, LAROCHELLE, MATHEWS,
VANCONAS & ZIRBEL, LLP

By _____
ROBERT N. KWONG
Legal Counsel for VRSD

ATTEST:

By _____
JULIET RODRIGUEZ
Clerk of the Board

Exhibit "A"

CAMROSA WATER DISTRICT Scope of Services

The following constitutes the scope of services to be supplied by the DISTRICT to the CLIENT pursuant to the terms and conditions of their Agreement (Article 2) for wastewater facilities maintenance.

Water & Wastewater Facilities

1. Source Control

- a. For purposes of this section, "Source Control" shall mean strategies and programs to prevent the discharge of harmful substances, typically at the point or source of waste generation, into wastewater collection systems.
- b. At least once a year during the term of this Agreement, VRSD will visit the premises of those CLIENT sewer customers under the Fats, Oils, and Grease (FOG) program to conduct FOG inspections.
- c. VRSD will provide additional source control work as requested in writing by CLIENT.

2. Sewer Collection System

- a. At most, CLIENT will request that VRSD to clean sixty-six percent (66%) of CLIENT's sewer collection system.
- b. Upon request by CLIENT, VRSD will provide emergency response service for CLIENT's sewer collection system at any time of day or night. Costs for such services will be billed at VRSD emergency response rates as contained in ARTICLE 4. Verbal authorization shall be accepted only in the case of emergency, and must be followed up within 5 working days with the usual written authorization regarding provision of service and funding at VRSD current rates.

3. National Pollutant Discharge Elimination System (NPDES) Sampling and Analysis. VRSD will perform NPDES-permit related sampling analysis and reporting on the FACILITIES to CLIENT as requested, and as related to any sewer spills or Sanitary Sewer Overflows.

4. Other Services. VRSD will perform other services related to the CLIENT's FACILITIES as requested and deemed necessary by CLIENT, in consultation with VRSD.

5. Monthly Report. VRSD shall furnish a monthly report to CLIENT reflecting the activities of VRSD under this Agreement for the preceding month.

6. Ordinance/Policy Review. VRSD will provide administrative support to CLIENT for updating CLIENT's industrial waste and sanitary service ordinance, sanitary system management plan, and other wastewater policies as requested in writing by CLIENT.

EXHIBIT B

VENTURA REGIONAL SANITATION DISTRICT

PROPOSED HOURLY RATES-REVISED 12/09/21

JULY 1, 2022 THROUGH JUNE 30, 2023

			FY 2022		FY 2023	
<u>CENTRAL ADMINISTRATION</u>						
Div.	Pos.	Title	Hourly	OT	Hourly	OT
CA	110	Human Resources Technician	\$85	\$128	\$58	\$87
CA	601	Fiscal Assistant	\$82	\$123	\$56	\$84
CA	605	Senior Fiscal Assistant	\$82	\$123	\$56	\$84
CA	208	Executive Assistant/Clerk of the Board	\$107	\$161	\$74	\$111
CA	112	Safety Officer	\$135	NA	\$96	NA
CA	607	Accountant	\$130	NA	\$79	NA
CA	608	Senior Accountant	\$130	NA	\$117	NA
CA	111	Human Resources Manager	\$146	NA	\$102	NA
CA	502	Director of Finance	\$209	NA	\$153	NA
CA	501	General Manager	\$234	NA	\$172	NA
<u>OPERATIONS</u>						
Div.	Pos.	Title	Hourly	OT	Hourly	OT
WWW	209	Office Assistant	\$84	\$126	\$128	\$192
WWW	207	Administrative Assistant	\$84	\$126	\$128	\$192
WWW	909	W/WW Helper	\$82	\$123	NA	NA
WWW	908	W/WW Worker	\$101	\$152	\$142	\$213
WWW	911	Electrical/Mechanical Worker	\$110	\$165	\$154	\$231
WWW	916	W/WW Operator in Training	\$110	\$165	\$154	\$231
WWW	905	W/WW Treatment Operator I	\$110	\$165	\$154	\$231
WWW	906	W/WW Treatment Operator II	\$110	\$165	\$154	\$231
WWW	910	W/WW Treatment Operator III	\$110	\$165	\$154	\$231
WWW	913	W/WW Treatment Operator IV	\$110	\$165	\$154	\$231
WWW	914	W/WW Treatment Operator V	\$110	\$165	\$154	\$231
WWW	450	Environmental Resource Analyst	\$127	\$191	\$191	\$287
WWW	901	Instrumentation Technician	\$128	\$192	\$164	\$246
WWW	915	Electrical & Instrumentation Control Supervisor	\$128	NA	NA	NA
WWW	720	W/WW Operations Supervisor	\$139	NA	\$161	NA
WWW	723	W/WW Operations Superintendent	\$156	NA	NA	NA
WWW	950	Operations Manager	\$156	NA	NA	NA
SW	820	Solid Waste Equipment Operator	\$110	\$165	\$154	\$231
SW	314	Engineering Technician	\$128	\$192	\$164	\$246
SW	320	Engineer	\$139	NA	\$161	NA
SW	315	Senior Engineer	\$139	NA	\$161	NA
SW	319	Senior Engineering Technician	\$139	\$209	\$164	\$246
SW	506	Director of Operations	\$166	NA	\$138	NA

- EMERGENCY CALL OUTS ARE PER PERSON, PORTAL TO PORTAL (3 HOUR MINIMUM).
- OBSERVED VRSD HOLIDAYS WILL BE CHARGED AT DOUBLE TIME (3 HOUR MINIMUM).
- OVERHEAD RATES APPLIED, AS FOLLOWS:

All Other Services, Materials and Supplies 15%

EXHIBIT B

VENTURA REGIONAL SANITATION DISTRICT

EQUIPMENT & SUPPLY (CONSUMABLE) RATES-PROPOSED

JULY 1, 2022 THROUGH JUNE 30, 2023

EQUIPMENT	CHARGE					
	Mile	Use	Hour	Day	Week	Month
Air Compressor				\$154.50		
Airless Sprayer Epic 660E				\$54		
Bulldog Nozzle		\$39				
Chlorine Residuals, Field Tests		\$6				
Coatings & Linings - Hand Tools				\$31		
Coatings & Linings - Power Tools (includes Hand Tools rate)				\$77.25		
Compressor, Air				\$154.50		
Computer, Laptop				\$77.25		
Concrete Mixer				\$77.25		
Confined Space Tripod/Harness System w/air blower				\$77.25		
Debris Catcher				\$39		
Digital Manometer		\$1.55				
Epoxy Injection Machine				\$479		
Fleet Vehicle Use (mileage)	\$1.55					
Fuel Filtering System				\$85		
Gas Analyzer (GEM)						\$352
Gas Scope (meter)		\$31				
Generator - 2kw				\$39		
Generator - 5kw				\$39		
Generator - 70kw				\$154.50		
Grunfos Control Box		\$23				
Laptop computer				\$77.25		
Laser Alignment Equipment				\$116		
Lateral Camera (use = each lateral)		\$154.50				
Load Bank				\$70		
Locator (or metal detector)				\$39		
Manhole Rehab Equipment = \$100.40/vertical foot		\$100.40/vft				
Metal Detector (Locator)				\$39		
Meter - Electrical Conductivity		\$8				
Meter - QED Flow Cell Meter		\$31				
Mule (ATV)						\$433
Oil System				\$62		
Peristolic Pump		\$31				
pH, Field Tests		\$8				
Polymixer						\$201
Portable Hydrorodder				\$579		
Portable Welder				\$31		
Pressure Washer			\$8	\$62		
Pressure Washer - High Pressure/Hot Water				\$85		

EXHIBIT B

VENTURA REGIONAL SANITATION DISTRICT EQUIPMENT & SUPPLY (CONSUMABLE) RATES (continued) JULY 1, 2022 THROUGH JUNE 30, 2023

EQUIPMENT	CHARGE					
	Mile	Use	Hour	Day	Week	Month
Pulse Air System				\$85		
Pump - 3" Pump				\$62		
Pump - 4" Godwin				\$154.50	\$865	\$3,476
Pump - 4" Trailer-Mounted Pump				\$93	\$519	\$2,086
Pump - Dewatering Pump (Potable)				\$77.25	\$232	\$618
Pump - Diaphragm Pump				\$154.50	\$865	\$3,476
Pump - King Pump				\$154.50	\$865	\$3,476
Pump - Trash Pump, 6"				\$154.50	\$865	\$3,476
Pumper Trailer				\$77.25		
Push Camera				\$116		
Root Saw or Chain Scraper				\$39		
Sampler - Automatic (ISCO)		\$46				
Sandblaster				\$70		
Spec. Small Tools & Equip (includes Gas Tech, Fluke meter, etc)				\$46-\$201		
Sprayer, Airless and Manhole				\$155		
Sprayer, Extreme Airless				\$386		
Test Bench, Water (Ford)						\$386
Traffic Control Items (cones/signs)				\$46		
Vector with Chase Truck (for traffic control) *			\$116	\$892		
Vector without Chase Truck *			\$96	\$850		
Vacuum Truck *				\$487		
Vehicle - MULE (all terrain vehicle)						\$433
Vehicle - Standby Truck w/crane, pump, & tank		\$39				
Vehicle or Forklift				\$39		
Vehicle #2148 (Assigned to TWSD)						\$839
Vehicle #2149 (Assigned to TWSD)						\$1,597
Vehicle #2131 (Assigned to TWSD)						\$639
Video Inspection Vehicle (TV Van) *				\$487		
Water line depth sounder		\$3				
Water Trailer (250 Tank)				\$93		
Well Control Box (pump controller-QED)		\$15				

* Hourly/Daily rate does not include fuel surcharge.

SUPPLY (CONSUMABLE)	CHARGE					
	Mile	Use	Hour	Day	Week	Month
Bailers & Disposable supplies (filters)		\$23				
Consumables				\$5		
Float Switch		\$82				
Float Weight		\$15				

Board Memorandum

June 23, 2022

To: General Manager

From: Jozi Zabarsky, Customer Service Manager

Subject: Consolidation of the District's General Election

Objective: Consolidate the District's General Election with elections of other agencies in the same territory and set parameters regarding length and liability for costs of candidate statements.

Action Required: Adopt a resolution Requesting Consolidation of the General District Election, Scheduled for November 8, 2022, with Other Elections Called to be Held on the Same Day and in the Same Territory.

Discussion: An election will be conducted on November 8, 2022, for the purpose of electing three (3) members of the Camrosa Water District Board of Directors. The District has the option of consolidating its General Election with the elections of other agencies. The Ventura County Clerk has requested the District provide a resolution specifying whether the General Election scheduled for November 8, 2022 shall be consolidated.

Consolidation of the District's elections with the County General Election is the most cost-effective way to conduct the District's General Election held every two years. Staff has prepared the attached resolution that would allow the election to be consolidated and obligate the District to pay the fees imposed by the County for providing this service.

In addition, the District is required to provide notice to the Ventura County Clerk establishing whether the candidates or the District will bear the cost of the publication of their statements. In prior elections, the Board has considered and agreed that candidates will bear the cost of the publications of their statements.

Resolution No: 22-10

A Resolution of the Board of Directors
of Camrosa Water District

**Requesting Consolidation of the General District Election
Scheduled for November 8, 2022, with Other Elections Called
to be Held on the Same Day and in the Same Territory**

Whereas, an election shall be conducted for the Camrosa Water District pursuant to the Uniform District Election Law commencing with Section 10500 of the Elections Code on November 8, 2022, for the purpose of electing three (3) members of the Board Directors; and

Whereas, the Board of Directors wishes the Election Division of the Office of the County Clerk to conduct said election; and

Whereas, pursuant to Section 10403 and 10418 et seq. of the Election Code, said election may be consolidated with the statewide election to be held on the same day; and

Whereas, the Board of Directors desires that the General District Election be consolidated with any other elections that may be held on the same date and involving the same territory; and

Whereas, pursuant to Election Code Section 15651, in the event of a tie for any Director seat the election winner will be determined by lot administered by the County of Ventura;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the General District Election of this District is to be held on November 8, 2022, and consolidated with any other elections held on the same date and involving all or a portion of the territory of the District pursuant to Section 10400 et seq. of the Elections Code; and,

Be It Further Resolved that, pursuant to Election Code Section 10002, the District shall reimburse the County of Ventura in full for the services performed upon presentation of a bill from the County of Ventura to the District.

Adopted, Signed, and Approved this 23rd day of June, 2022.

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

(ATTEST)
Tony L. Stafford, Secretary
Board of Directors
Camrosa Water District

Board Memorandum

June 23, 2022

To: General Manager

From: Jozi Zabarsky, Customer Service Manager

Subject: Board Meeting and Agenda Management

Objective: Subscribe to a Board meeting/agenda management platform.

Action Required: Authorize the General Manager to enter into a three-year agreement with Granicus, in the amount of \$13,524.23, to subscribe to their meeting and agenda management platform.

Discussion: The current process of agenda management and minutes recording is outdated and labor-intensive. The creation of the Board packet, its distribution, and notifications to interested parties is currently a manual process, and the responsibility falls on a single employee. The creation of the Board minutes is also a manual process, and the responsibility falls on a different employee.

Staff recommends transitioning to a more efficient web-based platform for Board meeting and agenda management. This platform will improve the efficiency of the agenda review process, standardize the Board documents, automate the distribution and notification process, and allow multiple users to perform the duties in a consistent manner.

The cost breakdown is:

- Year 1: \$4,290.00
- Year 2: \$4,504.50
- Year 3: \$4,729.73

There are available funds in the FY 2021-22 Budget.

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677 - FAX (805) 987-4797**

Some of the important terms of this agreement are printed on pages 2 through 3. For your protection, make sure that you read and understand all provisions before signing, and the Granicus Master Subscription Agreement attached as Exhibit A, are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO: Granicus, LLC DBA Granicus
408 St Peter St., Suite 600
Saint Paul, MN 55102

DATE: June 23, 2022

Agreement No.: 2022-132

The undersigned Consultant offers to furnish the following: Peak Agenda Management subscription as outlined in attached proposal.

Contract price \$: Per price proposal attached dated 04/14/2022
Year 1 - \$4,290.00
Year 2 - \$4,504.50
Year 3 - \$4,729.73

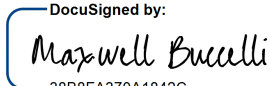
Contract Term: June 23, 2022 – June 22, 2025

Instructions: Sign and return original. Upon acceptance by Camrosa Water District, a copy will be signed by its authorized representative and promptly returned to you. Insert below the names of your authorized representative(s).

Accepted: Camrosa Water District

Consultant: Granicus, LLC DBA Granicus

By:
Tony L. Stafford

By: 
38B8FA370A1842C...
Maxwell Buccelli

Title: General Manager

Title: Manager, Contracts

Date:

Date: 6/6/2022

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. Minimum Insurance Requirements: Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.
- b. Coverage: Coverage shall be at least as broad as the following:
 1. Commercial General Liability (CGL) - Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least one million dollars (\$1,000,000) per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.
 2. Automobile Liability - (If applicable) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
 3. Workers' Compensation Insurance - as required by the State of California, with Statutory Limits, and **Employer's Liability Insurance** with limit of no less than \$1,000,000 per accident for bodily injury or disease.
 4. Waiver of Subrogation: The insurer(s) named above agree to waive all rights of subrogation against the District, its directors, officers, employees, and authorized volunteers for losses paid under the terms of this policy which arise from work performed by the Named Insured for the District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
 5. Professional Liability - (also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
 6. Cyber Liability Insurance (Technology Professional Liability – Errors and Omissions), with limits not less than \$2,000,000 per occurrence or claim, and \$2,000,000 aggregate or the full per occurrence limits of the policies available, whichever is greater. Coverage shall be sufficiently broad to respond to the duties and obligations as is undertaken by Vendor in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, including but not limited to infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs as well as regulatory fines and penalties as well as credit monitoring expenses with limits sufficient to respond to these obligations.
- c. If Claims Made Policies:
 1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
 2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
 3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant **must purchase "extended reporting"** coverage for a minimum of five (5) years after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

Other Required Provisions: The general liability policy must contain, or be endorsed to contain, the following provisions:

- a. Additional Insured Status: District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
- b. Primary Coverage: For any claims related to this project, the Consultant's **insurance coverage shall be primary** at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by the District.

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the **Consultant's** obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District at least ten (10) days prior to the expiration date.

Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

Other Requirements:

- a. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) **whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)."**
- b. Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance by the District.
- c. **Permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply** with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.
- d. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by the District. **Consultant's "other authorized representative(s)" has/have the authority to execute such written change for Consultant.**

The District may terminate this Agreement at any time, with or without cause, giving ninety (90) days written notice to Consultant, specifying the effective date of termination.



408 Saint Peter Street, Suite 600
Saint Paul, MN 55102
United States

THIS IS NOT AN INVOICE

Order Form
Prepared for
Camrosa Water District

Granicus Proposal for Camrosa Water District

ORDER DETAILS

Prepared By:	Dave Marich
Phone:	
Email:	dave.marich@granicus.com
Order #:	Q-178876
Prepared On:	05/25/2022
Expires On:	06/30/2022

ORDER TERMS

Currency:	USD
Payment Terms:	Net 30 (Payments for subscriptions are due at the beginning of the period of performance.)
Period of Performance:	The term of the Agreement will commence on the date this document is signed and will continue for 36 months.



PRICING SUMMARY

The pricing and terms within this Proposal are specific to the products and volumes contained within this Proposal.

One-Time Fees			
Solution	Billing Frequency	Quantity/Unit	One-Time Fee
Peak - Setup & Configuration	Up Front	1 Each	\$0.00
Peak Online Group Training	Upon Delivery	8 Hours	\$0.00
Open Platform - Setup and Configuration	Up Front	1 Hours	\$0.00
Send Agenda (Peak) Set up and Config	Up Front	1 Each	\$0.00
govDelivery for Integrations Set Up and Config	Up Front	1 Each	\$0.00
SUBTOTAL:			\$0.00

New Subscription Fees			
Solution	Billing Frequency	Quantity/Unit	Annual Fee
Peak Agenda Management	Annual	1 Each	\$4,290.00
iLegislate	Annual	1 Each	\$0.00
Open Platform Suite	Annual	1 Each	\$0.00
Send Agenda (Peak)	Annual	1 Each	\$0.00
govDelivery for Integrations	Annual	1 Each	\$0.00
SUBTOTAL:			\$4,290.00



FUTURE YEAR PRICING

Solution(s)	Period of Performance	
	Year 2	Year 3
Peak Agenda Management	\$4,504.50	\$4,729.73
iLegislate	\$0.00	\$0.00
Open Platform Suite	\$0.00	\$0.00
Send Agenda (Peak)	\$0.00	\$0.00
govDelivery for Integrations	\$0.00	\$0.00
SUBTOTAL:	\$4,504.50	\$4,729.73

PRODUCT DESCRIPTIONS

Solution	Description
Peak Agenda Management	<p>Peak Agenda Management is a Software-as-a-Service (SaaS) solution that enables government organizations to simplify the agenda management and minutes recording process of the clerk's office. Peak Agenda Management allows clerks to streamline the way they compile and produce agendas and record minutes for public meetings and includes:</p> <ul style="list-style-type: none"> • Unlimited user accounts • Unlimited meeting bodies and meeting types • Access to up to one (1) Peak Agenda Management site
iLegislate	<p>iLegislate® enables government officials to review meeting agendas, supporting documents, and archived videos on any tablet or desktop that supports iOS, Android, Windows, or OS X. iLegislate seamlessly connects all agenda data to a tablet or desktop, automatically updating it with the latest information when online, and is available for review when offline. Elected members and staff can review agendas and PDF attachments, and bookmark items of interest, while offline (currently tablet only). Changes are automatically backed up to the Granicus cloud when an internet connection is established. iLegislate includes:</p> <ul style="list-style-type: none"> • Automated updates through desktop application • Ability to download agendas • Annotations • Cloud stored data • Ability to utilize on IOS, Android, Windows, and Mac OSX • eComment integration (if jurisdiction also has eComment) • Upload of upcoming agendas • Convenient access to meeting agendas and supporting documents • Review agendas and attachments offline and on-the-go • Review indexed, archived meeting videos • Public opinion placed at elected officials' fingertips
Open Platform Suite	<p>Open Platform is access to MediaManager, upload of archives, ability to post agendas/documents, and index of archives. These are able to be published and accessible through a searchable viewpage.</p>



Solution	Description
Send Agenda (Peak)	Send Agenda is dependent on an active subscription to the relevant govMeetings agenda.
Peak - Setup & Configuration	<p>Setup and Configuration for Peak Agenda Management includes implementation of:</p> <ul style="list-style-type: none"> • Up to one (1) meeting body's Standard Agenda, Cover Page and Minutes report template • Up to one (1) public view page portal
Peak Online Group Training	Online Group Training for Peak Agenda Management allows clients to have up to six (6) users participate in online group sessions with a Granicus trainer and other client users to learn how to use the system.
Open Platform - Setup and Configuration	Setup and configuration for Open Platform
govDelivery for Integrations	<p>Send notification bulletins directly to constituents who subscribe to receive updates directly through Granicus (powered by govDelivery). Receive a monthly metrics report delivered via email to show subscriber growth and engagement activity for the past month of bulletin sends, and grow subscribers through access to the Granicus Advanced Network.</p> <p>Note: govDelivery integrations is dependent on an active subscription to the relevant govMeetings agenda or govAccess CMS solutions.</p>

GRANICUS ADVANCED NETWORK AND SUBSCRIBER INFORMATION

- Granicus Communications Suite Subscriber Information.
 - Data provided by the Client and contact information gathered through the Client's own web properties or activities will remain the property of the Client ('Direct Subscriber'), including any and all personally identifiable information (PII). Granicus will not release the data without the express written permission of the Client, unless required by law.
 - Granicus shall: (i) not disclose the Client's data except to any third parties as necessary to operate the Granicus Products and Services (provided that the Client hereby grants to Granicus a perpetual, non-cancelable, worldwide, non-exclusive license to utilize any data, on an anonymous or aggregate basis only, that arises from the use of the Granicus Products by the Client, whether disclosed on, subsequent to, or prior to the Effective Date, to improve the functionality of the Granicus Products and any other legitimate business purpose, including the right to sublicense such data to third parties, subject to all legal restrictions regarding the use and disclosure of such information).
- Data obtained through the Granicus Advanced Network.



- Granicus offers a SaaS product, known as the Communications Cloud, that offers Direct Subscribers recommendations to subscribe to other Granicus Client's digital communication (the 'Advanced Network'). When a Direct Subscriber signs up through one of the recommendations of the Advanced Network, that subscriber is a 'Network Subscriber' to the agency it subscribed to through the Advanced Network.
- Network Subscribers are available for use while the Client is under an active subscription with Granicus. Network Subscribers will not transfer to the Client upon termination of any Granicus Order, SOW, or Exhibit. The Client shall not use or transfer any of the Network Subscribers after termination of its Order, SOW, or Exhibit placed under this agreement. All information related to Network Subscribers must be destroyed by the Client within 15 calendar days of the Order, SOW, or Exhibit placed under this agreement terminating.
- Opt-In. During the last 10 calendar days of the Client's subscription, the Client may send an opt-in email to Network Subscribers that shall include an explanation of the Client's relationship with Granicus terminating and that the Network Subscribers may visit the Client's website to subscribe to further updates from the Client in the future. Any Network Subscriber that does not opt-in will not be transferred with the subscriber list provided to the Client upon termination.

UPDATES TO SHARED SHORT CODES FOR SMS/TEXT MESSAGING (US CLIENTS ONLY):

- Granicus will be migrating all clients with SMS/Text Messaging Solutions using a shared short code option to a unique standard toll-free number within the United States (International numbers not supported). Short Codes are recommended for Text-to-Subscribe functionalities, if enabled where available, for an additional fee.
- Client must have explicit opt-in for all destinations sent to and adhere to all CTIA guidelines for the duration of its use.



TERMS & CONDITIONS

- Link to Terms: https://granicus.com/pdfs/Master_Subscription_Agreement.pdf
- This quote is exclusive of applicable state, local, and federal taxes, which, if any, will be included in the invoice. It is the responsibility of Camrosa Water District to provide applicable exemption certificate(s).
- Granicus certifies that it will not sell, retain, use, or disclose any personal information provided by Client for any purpose other than the specific purpose of performing the services outlined within this Agreement.
- Any lapse in payment may result in suspension of service and will require the payment of a setup fee to reinstate the subscription.
- Notwithstanding anything to the contrary, Granicus reserves the right to adjust pricing at any renewal in which the volume has changed from the prior term without regard to the prior term's per-unit pricing.



BILLING INFORMATION

Billing Contact:		Purchase Order Required?	<input type="checkbox"/> - No <input type="checkbox"/> - Yes
Billing Address:		PO Number: <i>If PO required</i>	
Billing Email:		Billing Phone:	

If submitting a Purchase Order, please include the following language:

The pricing, terms, and conditions of quote Q-178876 dated 05/25/2022 are incorporated into this Purchase Order by reference and shall take precedence over any terms and conditions included in this Purchase Order.

AGREEMENT AND ACCEPTANCE

By signing this document, the undersigned certifies they have authority to enter the agreement. The undersigned also understands the services and terms.

Camrosa Water District	
Signature:	
Name:	
Title:	
Date:	

Board Memorandum

June 23, 2022

To: Board of Directors

From: General Manager

Subject: Closed Session Conference with Legal Counsel – Pending Litigation

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

Action Required: No action necessary; for information only.

Discussion: The Board will enter into closed session to confer regarding pending litigation pursuant to Government Code 54956.9(d)(4).

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

- A. Change Order Listing
- B. Cash Balances (May 2022)
- C. 2022 Board Calendar

CURRENT PROJECT CHANGE ORDERS												
Project #	PW/Agreement#	Project	Total Budget	Available Budget	Contractor	Award Date	Brd/Gmgr	Change Order	Original Bid	Negotiated Value	Scope of Services/Change Order Description	
900-18-01		CWRF Chemical Storage & Feed System	\$ 1,057,500.00	\$ 40,307.82								
	2019-58				Cannon Corporation	12/13/2018 BD			\$ 100,705.00	\$ 71,765.00	engineering services to rehabilitate the CRWF's chemical storage and feed system- Originally a combined project to include equipment storage shed. The project scope was reduced to eliminate storage shed and price for the Chemical Feed System was negotiated.	
						9/19/2019 GM		CO #1	\$ 1,700.00	\$ 1,700.00	Engineeering for 3 additional pumps	
						12/12/2019 BD		CO #2	\$ 24,553.00	\$ 18,944.00	Construction support services	
						6/23/2020 GM		CO #3	\$ 4,407.00	\$ 4,407.00	Construction support services	
										\$ 96,816.00		
	S 19-05				Travis Ag	12/12/2019 BD			\$ 747,862.00	\$ 747,862.00	Construction	
						5/26/2020 GM		CO #1	\$ 5,520.00	\$ 5,520.00	Modify single to dual chemical feed pump	
						8/28/2020 GM		CO #2	\$ 2,840.00	\$ 2,840.00	Provide additional skid mounting supports (total of 16)	
						2/16/2021 GM		CO #3	\$ 8,335.02	\$ 7,324.51	Provide Foundation Soil Stability for Canopy Footing	
						11/23/2021 GM		CO #4	\$ 11,335.55	\$ 11,335.55	Install 2 additional 4inch flange on top of tanks foser ultrasonic sensor installation	
										\$ 774,882.06		
900-18-03		Effluent Pond Relining	\$ 1,501,500.00	\$ 226,555.09								
	2017-30				MNS Engineers, Inc	7/27/2017 BD			\$ 71,988.00	\$ 69,208.00	Award and up to \$14,000 out-of-scope	
						7/27/2017 GM		CO #1	\$ 7,165.00	\$ 7,165.00	Geotechnical Investigations (Included in 7/27/20 BM)	
						7/27/2017 GM		CO #2	\$ 1,380.00	\$ 1,380.00	Groundwater management alternatives (Included in 7/27/20 BM)	
						2/28/2019 BD		CO #3	\$ 19,795.00	\$ 19,795.00	Additional project elements, slope stabilization and surface water management	
						5/28/2020 BD		CO #4	\$ 11,330.00	\$ 11,330.00	Services to amend and update plans and specs	
						5/13/2021 BD		CO#5	\$ 15,355.00	\$ 15,355.00	Engineering support services during construction	
										\$ 124,233.00		
					Oakridge Geoscience, Inc.	5/13/2021 BD				\$ 22,200.00	compaction and material testing services	
						10/11/2021 GM		CO#1	\$ 3,360.00	\$ 3,360.00	supplemental materials testing services	
										\$ 25,560.00		
	RW21-01				BOSCO Constructors, Inc.	5/13/2021 BD			\$ 1,055,401.00	\$ 1,055,401.00	Construction of CWRF Effluent Storage Basin Improvements	
						1/6/2022 GM		CO #1		\$ 2,746.03	Grinding and patching existing catch basin	
						1/6/2022 GM		CO #2		\$ 7,968.23	Install Concrete Curb in lieu of Berm	
										\$ 1,066,115.26		
900-18-02		CWRF Dewatering Press	\$ 2,158,000.00	\$ 1,994,063.42								
	2017-33				MNS Engineers, Inc.	8/31/2017 BD			\$ 97,932.00	\$ 97,932.00	Award and up to \$10,000 contingency	
						12/8/2017 GM		CO #1	\$ 5,370.00	\$ 5,370.00	Surveying services	
						5/28/2020 BD		CO #2	\$ (44,900.00)	\$ (44,900.00)	Credit	
						5/28/2020 BD		CO #3	\$ 87,911.00	\$ 87,911.00	professional engineering services to amend and update existing plans and specifications	
						9/24/2020 BD		CO #4	\$ 24,670.00	\$ 24,670.00	Modify plans to rotate solids handling building 90 degrees	
										\$ 170,983.00		
650-15-01		PV Well (Lynwood Well)	\$ 5,967,000.00	\$ 377,661.97								
	2014-56				Perliter & Ingalsbe	10/22/2014 BD			\$ 156,600.00	\$ 156,600.00	Award and to amend up to \$15,000 for out-of-scope	
						5/26/2015 GM		CO #1	\$ 2,950.00	\$ 2,950.00	Additional work field locating	
						11/15/2016 GM		CO #2	\$ 3,821.00	\$ 3,821.00	PV well rendering	
						11/7/2017 GM		CO #3	\$ 14,922.00	\$ 14,922.00	Prepare Pre-bid documents for pump and motor	
						7/26/2018 BD		CO #4	\$ 8,826.00	\$ 8,826.00	Construction services to pump only installation	
						12/12/2019 BD		CO #5	\$ 34,956.00	\$ 34,956.00	Review iron and manganese filter & finalize contract plans & specs	
						9/2/2020 GM		CO #6	\$ 3,090.00	\$ 3,090.00	T&M Future FE/MN revisions	
						3/11/2021 BD		CO #7	\$ 4,935.00	\$ 4,935.00	Finalize plans and specifications	
						3/11/2021 BD		CO #8	\$ 795.00	\$ 795.00	engineering design of the removal of filters and reconfiguration of the diesel generator	
						3/11/2021 BD		CO #9	\$ 7,182.00	\$ 7,182.00	engineering design of the removal of filters and reconfiguration of the diesel generator	
						6/24/2021 BD		CO #10	\$ 76,062.00	\$ 76,062.00	engineering & construction support services	
						1/13/2022 BD		CO #11	\$ 55,803.00	\$ 55,803.00	construction support services- additonal work	
									\$ 369,942.00	\$ 369,942.00		
					Unified Field Services	6/24/2021 BD			\$ 2,965,198.00	\$ 2,965,198.00	PV Well construction services	
						2/15/2022 GM		CO #1	\$ -	\$ -	Add 23 working days no cost	
						5/31/2022 GM		CO#2	\$ 18,515.19	\$ 18,515.19	PLC cost sharing	
										\$ 2,983,713.19		
					American Public Works Consulting Engineers	6/24/2021 BD				\$ 68,200.00	construction management services	
						5/3/2022 GM		CO #1		\$ 15,500.00	construction management services @ 100 hours	
										\$ 83,700.00		
					Golden State Labor Compliance	7/16/2015 GM				\$ 3,900.00	labor compliance support	
						7/26/2018 BD		CO #1		\$ 4,700.00	labor compliance support	
						6/24/2021 BD		CO#2		\$ 24,500.00	labor compliance support	
						5/3/2022 GM		CO# 3		\$ 9,024.00	labor compliance support	
										\$ 42,124.00		
600-20-02		Conejo Wellfield Treatment	\$ 11,275,000.00	\$ 1,019,616.84								
	2020-86				Provost & Pritchard	6/11/2020 BD			\$ 437,000.00	\$ 375,000.00	GAC Engineering Design	
						9/4/2020 GM		CO#1	\$ 5,000.00	\$ 5,000.00	alternative design evaluation	
						9/29/2020 GM		CO#2	\$ 7,000.00	\$ 7,000.00	second survey for modified footprint and land acquisition	
						2/25/2021 BD		CO#3	\$ 58,200.00	\$ 58,200.00	Environmental compliance	
						10/14/2021 BD		CO#4	\$ (10,200.25)	\$ (10,200.25)	Enviromental compliance credit	
						10/14/2021 BD		CO#5	\$ 10,200.25	\$ 10,200.25	Phase CDFW/MMRP	
										\$ 445,200.00		

900-20-01	CWRF Emergency Generator Fuel Tank	\$	288,000.00	\$	51,909.73														
800-20-02	Pump Station #2 Generator Fuel Tank	\$	363,000.00	\$	45,143.93														
2020-80						Cannon	4/9/2020	BD				105,382.00	\$	95,772.00	Engineering design services				
							2/11/2021	BD	CO#1			25,072.00	\$	12,734.00	Construction support services				
													\$	108,506.00					
						Noho Constructors	2/11/2021	BD				297,701.00	\$	297,701.00	installation emergency standby generator and replacement fuel tank				
							5/20/2021	GM	CO#1			2,667.00	\$	2,667.13	undergrounding conduits				
							8/30/2021	GM	CO#2			2,360.00	\$	2,360.00	exchange 8 OCAL LB fittings for 8 OCAL explosion fittings				
							12/7/2021	GM	CO#3			644.00	\$	644.00	drill and anchor an all-thread rod for pull test				
							4/4/2022	GM	CO#4			3,784.06	\$	3,784.06	upsized fuel supply & return, fuel price differential, credit fuel dispensing equipment				
													\$	307,156.19					
400-20-02	Reservoir 1B Comm Facility	\$	670,000.00	\$	23,521.14														
						Cannon	10/24/2019	BD					\$	70,752.00	Design services for various communication improvements at Res1B radio site				
							7/22/2021	BD	CO# 1				\$	14,268.00	construction support services				
													\$	85,020.00					
650-22-02	Tierra Rejada Well	\$	325,000.00	\$	6,194.52														
						Hopkins Groundwater Consultants	11/16/2020	GM				3,960.00	\$	3,960.00	Task 1 Well Information Review and Analysis				
							2/1/2021	GM	CO#1			12,720.00	\$	12,720.00	Task 2,3,& 4				
							6/25/2021	GM	CO#2			3,540.00	\$	3,540.00	Technical Support. Review update specifications Task 5				
							7/14/2021	GM	CO#3			3,240.00	\$	3,240.00	Additional technical support Task 2 & Task 3				
							12/9/2021	BD	CO#4			5,490.00	\$	5,490.00	Additional inspection services/spinner overview				
							5/26/2022	BD	CO#5			17,810.00	\$	17,810.00	Additional hydrogeological Design/Inspection Services				
													\$	46,760.00					
						General Pump	8/15/2021	BD					\$	222,223.00	Rehabilitation of Tierra Rejada Well				
							10/21/2021	GM	CO#1				\$	950.00	Conduct dynamic video and provide report				
							12/9/2021	BD	CO#2				\$	32,925.50	Additional cleaning				
							12/9/2021	BD	CO#3				\$	29,765.73	additional pump installation/removal				
													\$	285,864.23					
2021-106	Construction Inspection Services	\$	150,000.00																
						Cannon	6/10/2022	BD					\$	150,000.00	Construction Inspection Services				
							6/8/2022	GM	CO#1				\$	20,000.00	Construction Inspection Services				
													\$	170,000.00					

FUNDS FY 21-22

UNRESTRICTED FUNDS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	
LAIF	29,063,071.14	29,063,071.14	29,063,071.14	28,460,564.62	28,460,564.62	26,975,564.62	28,391,899.85	28,391,899.85	28,841,899.85	27,089,141.62	45,089,141.62	1,6
UNION BANK DEPOSIT ACCOUNT	540,806.84	652,148.31	637,269.75	640,504.35	858,977.39	2,061,808.15	80,139.33	233,718.34	278,183.06	1,585,980.15	218,720.71	
UNION BANK DISBURSEMENTS ACCOUNT	709,022.24	1,191,275.90	493,799.34	693,438.01	377,068.20	496,555.47	1,276,159.87	879,358.04	646,779.66	735,718.25	922,429.86	
BANK OF AMERICA-RTL ACCOUNT	402,940.55	521,841.75	164,260.51	363,986.18	851,744.00	173,784.83	218,977.26	361,442.16	318,555.52	337,298.91	297,150.30	
TOTAL	\$ 30,715,840.77	\$ 31,428,337.10	\$ 30,358,400.74	\$ 30,158,493.16	\$ 30,548,354.21	\$ 29,707,713.07	\$ 29,967,176.31	\$ 29,866,418.39	\$ 30,085,418.09	\$ 29,748,138.93	\$ 46,527,442.49	
RESTRICTED FUNDS												
PAYMENT FUND 2016	83.30	179.53	271.13	356.63	444.98	848,715.63	93.54	188.24	259.43	491.81	979.03	2,3,4
RESERVES 2016	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	3
WATER ACQUISITION FUND 2016	3,438,209.23	3,253,934.00	3,253,934.00	3,253,934.00	3,165,722.60	3,165,722.60	2,943,703.38	2,641,777.27	2,641,777.27	2,415,722.05	2,044,182.74	4,5
WASTEWATER ACQUISITION FUND 2016	-	-	-	-	-	-	-	-	6,050.87	6,050.87	6,050.87	
INSURED CASH SHELTER ACCOUNT (Wastew	13,793.94	13,795.70	13,797.40	13,798.57	13,799.70	13,800.87	6,050.41	-	-	-	-	
TOTAL	\$ 4,331,615.16	\$ 4,147,437.92	\$ 4,147,531.22	\$ 4,147,617.89	\$ 4,059,495.97	\$ 4,907,767.79	\$ 3,829,376.02	\$ 3,521,494.20	\$ 3,527,616.26	\$ 3,301,793.42	\$ 2,930,741.33	
GRAND TOTAL	\$ 35,047,455.93	\$ 35,575,775.02	\$ 34,505,931.96	\$ 34,306,111.05	\$ 34,607,850.18	\$ 34,615,480.86	\$ 33,796,552.33	\$ 33,387,912.59	\$ 33,613,034.35	\$ 33,049,932.35	\$ 49,458,183.82	

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	0.61%	N/A	879,528.69	402.84

Series 2016-Water Acquisition Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	0.61%	N/A	2,415,722.05	1013.15

ANTICIPATED OUTFLOWS

Water Purchases May 2022	761,114.59
Payroll PR 6-1, 6-2, 6-3 & ME	450,000.00
AP Check Run 6/1, 6/15 & 6/29	900,000.00
Large CIP Project Payments	-
Bond Payments	193,520.14
\$	2,304,634.73

FINANCE MEETING

6/14/2022

Tony Stafford -General Manager

Tamara Sexton-Finance Manager

Sandra Llamas-Senior Accountant

MEETING NOTES:

1. There were two transfers to LAIF totaling \$18,000,000.00
2. The Revenue fund received interest earnings in the amount of \$0.03 in the month of May
3. The Reserve fund received interest earnings in the amount \$129.08 in the month of May. The full amount was transferred to the Payment Fund
4. The Water Acquisition Fund received interest earnings in the amount of \$358.11 in the month of May. The full amount was transferred to the Payment Fund
5. A capital expenditures reimbursement in the amount of \$371,539.31 was paid to Camrosa from the Water Acquisition Fund
6. LAIF's average monthly rate of return for the period was 0.684%

2022 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2022 Holidays						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 3 rd - New Year's Holiday (Observed) February 21 st - President's Day May 30 th - Memorial Day July 4 th - Independence Day September 5 th - Labor Day November 11 th - Veteran's Day November 24 th & 25 th - Thanksgiving December 23 rd & 26 th - Christmas December 30 th - New Year's Eve						
						1			1	2	3	4	5			1	2	3	4	5							
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12							
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19							
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26							
23	24	25	26	27	28	29	27	28						27	28	29	30	31									
30	31						27	28																			
APRIL							MAY							JUNE							2022 Conferences						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	CASA Winter Conf. (Palm Springs) - Jan. 19 th - 21 st ACWA Spring Conf. (Sacramento) - May 3 rd - 6 th CASA 67th Annual Conf. (Squaw Creek) - Aug. 10 th - 12 th ACWA Fall Conf. (Indian Wells) - Nov. 29 th - Dec. 2 nd						
						1 2	1	2	3	4	5	6	7				1	2	3	4							
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11							
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18							
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25							
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30									
JULY							AUGUST							SEPTEMBER							2022 AWA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	"Water Issues" Third Tuesday (except Apr., Aug., Dec.) Waterwise Breakfast (See yellow on calendar) AWA Board Meetings (See orange on calendar) August - DARK (No Meetings or Events) September 29 th - Reagan Library Reception **DATE ?? - Annual Symposium** December 8 th - Holiday Mixer						
						1 2		1	2	3	4	5	6					1	2	3							
3	4	5	6	7	8	9	7	8	9	10	11	12	13	4	5	6	7	8	9	10							
10	11	12	13	14	15	16	14	15	16	17	18	19	20	11	12	13	14	15	16	17							
17	18	19	20	21	22	23	21	22	23	24	25	26	27	18	19	20	21	22	23	24							
24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30								
31																											
OCTOBER							NOVEMBER							DECEMBER							2022 VCSDA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 1 st - Annual Dinner April 5 th June 7 th August 2 nd October 4 th December 5 th						
						1			1	2	3	4	5					1	2	3							
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10							
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17							
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24							
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31							
30	31																										

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.