

Board Agenda

Regular Meeting

Thursday, September 22, 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

NOTE: As authorized by California Government Code section 54953(b), a board member will be participating in the meeting via teleconferencing. The teleconference location is accessible to the public. The address of the teleconference location is: 1812 Cayce Lane Franklin, TN 38401

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 September 8, 2022**

2. **Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$2,935,098.22.

Primary Agenda

3. **Fiscal Year 2021-22 4th Quarter Budget Status Report

Objective: Receive a report from staff regarding the Fiscal Year (FY) 2021-22 4th Quarter budget report and reserves.

Action Required: No action necessary; for information only.

4. **Transfer of Unclaimed Funds to the General Fund

Objective: Transfer unclaimed funds to the General Fund.

Action Required: Adopt a resolution of the Board authorizing the transfer of unclaimed funds, in the amount of \$963.10, to the District's General Fund.

5. **Public Hearing to Consider Adoption of Proposed Modifications to Ordinance 39, Conflict of Interest Code

Objective: Conduct a Public Hearing and consider adoption of the proposed modifications to Ordinance 39-22, Conflict of Interest Code.

Action Required:

- 1) Convene a Public Hearing for the purpose of accepting public testimony regarding the adoption of proposed changes to Ordinance 39-22, Conflict of Interest Code;
- 2) Close the Public Hearing to discuss testimony taken; and
- 3) Adopt Ordinance 39-22, Conflict of Interest Code.

Comments by General Manager; Comments by Directors; Adjournment

Closed Sessions: 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 or personnel matters may require discussion in closed session on the recommendation of the Board's Legal Counsel.

** 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/

September 22, 2022

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Thursday, September 8, 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
Jeffrey C. Brown, Director (via teleconference)
Timothy H. Hoag, Director

Staff: Tony Stafford, General Manager
Ian Prichard, Assistant General Manager
Jozi Zabarsky, Customer Service Manager
Terry Curson, District Engineer
Kevin Wahl, Superintendent
Greg Jones, Legal Counsel

Public Comments

None

Consent Agenda

1. **Approve Minutes of the Special Meeting of August 15, 2022**

The Board approved the Minutes of the Special Meeting of August 15, 2022.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

2. **Approve Minutes of the Regular Meeting of August 18, 2022**

The Board approved the Minutes of the Regular Meeting of August 18, 2022.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

3. **Approve Vendor Payments**

A summary of accounts payable in the amount of \$347,465.14 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$347,465.14.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

4. Drought Update

Staff briefed the Board on the current drought.

No action necessary; for information only.

5. Development Mitigation Projects

The Board authorized the General Manager to negotiate mitigation agreements with:

- 1) Fairfield Camino Ruiz Apartments (RPD 201) and
- 2) County of Ventura (Rancho Sierra Senior Housing)

The mitigation agreements will be brought back to the Board for approval.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

6. Reservoir 3D Access Road Replacement

The Board authorized the General Manager to enter into a Cost Sharing Agreement for repair/replacement of the Reservoir 3D site access road and issue payment in the amount of \$36,821.50 for the District's portion.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

7. Emergency Leak Repair

The Board ratified the payments to Sam Hill & Sons, Inc., in the amount of \$50,883.32, and to Landmark Grading & Paving, in the amount of \$33,793.68, for the required leak repair.

Motion: Hoag **Second:** Foreman

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

8. Modification to Ordinance 39, Conflict of Interest Code

The Board set a public hearing date of September 22, 2022, to formally accept public input and adopt Ordinance 39-22, Camrosa's Conflict of Interest Code.

Motion: Foreman **Second:** Hoag

Roll Call: Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Comments by General Manager

- The District's draft Strategic Plan will be delivered to the Board to determine if additional workshops are necessary prior to adoption.
- Solve the Water Crisis handouts were given to the Board.
- The next District Facilities Tour is tentatively scheduled for October 22, 2022.
- Staff will schedule NP filling for large volumes when requested.
- The next ASRBGSA meeting is scheduled for September 29, 2022.

Comments by Directors

- None

Adjournment

There being no further business, the meeting was adjourned at 5:34 P.M.

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

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

(ATTEST)

Board Memorandum

September 22, 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 \$2,935,098.22.

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

Payroll PR ME & 9-1	\$ 90,884.46
Accounts Payable 09/01/2022-09/14/2022	<u>\$ 2,844,213.76</u>
Total Disbursements	<u>\$ 2,935,098.22</u>

DISBURSEMENT APPROVAL

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

Tony L. Stafford, General Manager

Month of : August-22

CAL-Card Monthly Summary

Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
08/16/22	08/22/22	Surfside Prints	\$973.21	Camrosa Hats	KW
08/01/22	08/22/22	Amazon	\$46.84	Laptop Battery	KW
08/01/22	08/22/22	Amazon	\$49.32	Laptop Car Charger	KW
08/12/22	08/22/22	Home Depot	\$163.97	Parts for Pennywell break tank test	JS
08/10/22	08/22/22	Lowe's	\$286.46	Salt for Pennywell	JS
08/10/22	08/22/22	The UPS store	\$27.67	UGSI loaner cell return	JS
07/27/22	08/22/22	Valvoline	\$109.32	Oil change truck 37	JS
08/17/22	08/22/22	Vons	\$12.85	Ice for transporting Samples	GM
08/02/22	08/22/22	B and B Do It center	\$66.70	Plumbing fittings for penny well	GM
08/02/08	08/22/22	Education and Training Ser	\$499.00	Leadership Training	GM
07/29/22	08/22/22	Oreilly Auto Parts	\$21.95	Penny well test supplies	GM
07/29/22	08/22/22	Harbor freight Tools	\$24.11	Penny well test supplies	GM
07/21/22	08/22/22	Home Depot	\$99.68	Pipe wrench and crescent wrenches	GM
08/16/22	08/22/22	Vons	\$19.27	Ice	MP
08/10/22	08/22/22	Thomas Scientific	\$62.56	Conductivity Standard	MP
08/08/22	08/22/22	Thomas Scientific	\$31.20	Chemical Standards	MP
08/09/22	08/22/22	CVS Pharmacy	\$10.70	Ice	MP
08/05/22	08/22/22	Thomas Scientific	\$294.24	Chemical Standards	MP
08/03/22	08/22/22	Thomas Scientific	\$288.03	Chemical Standards	MP
08/02/22	08/22/22	In Education Training	\$499.00	Leadership Training	MP
08/15/22	08/22/22	Old NY Deli & Bakery	\$44.99	food for strategic plan workshops 8/15	IP
08/08/22	08/22/22	Amazon	\$12.58	mouse for work laptop	IP
08/08/22	08/22/22	NeoGov (Government Jobs	\$600.00	advertisement for four positions (ops, WLCC, lab analyst)	IP
08/08/22	08/22/22	Jobs Available	\$480.00	advertisement for four positions (ops, WLCC, lab analyst)	IP
08/08/22	08/22/22	Jobs Available	\$400.00	advertisement for four positions (ops, WLCC, lab analyst)	IP
08/08/22	08/22/22	Jobs Available	\$360.00	advertisement for four positions (ops, WLCC, lab analyst)	IP
08/08/22	08/22/22	Vimeo	\$84.00	video production for social media	IP
08/07/22	08/22/22	Jobs Available	\$360.00	advertisement for four positions (ops, WLCC, lab analyst)	IP
08/03/22	08/22/22	Thinking2	\$80.00	web site hosting	IP
07/31/22	08/22/22	zoom	\$278.90	teleconferencing for Board & staff meetings	IP
08/15/22	08/22/22	B and B Do It Center	\$55.41	Hose Clamps	JK
08/12/22	08/22/22	Carmen Auto Camarillo(Val	\$91.31	Propane for Forklift at Shop	JK
07/27/22	08/22/22	Home Depot	\$43.91	Bug Spray for CWRF	JK
07/26/22	08/22/22	The UPS Store	\$100.16	Demo chlorine analyzer for CWRF return	JK
07/28/22	08/22/22	Thompson Bldg Materials	\$69.20	Cold Patch for leak repair at CWRF	JN
07/22/22	08/22/22	Target	\$56.29	First Aid	JZ
07/25/22	08/22/22	Central Comm	\$485.13	After-Hours Call Center	JZ
08/05/22	08/22/22	Staples	\$16.08	Office Supplies	JZ
08/18/22	08/22/22	Smart & Final	\$92.76	Fox Retirement drinks	JZ
08/19/22	08/22/22	VC Metals	\$62.39	Conejo MCC	BB
08/15/22	08/22/22	VC Metals	\$212.63	Conejo MCC	BB
08/01/22	08/22/22	The Home Depot	\$19.81	Parts to hang VFD controller at Penny	BB
07/22/22	08/22/22	Baron Industries	\$137.54	Filter bowl replacement kit for CWRF generator	BB
07/26/22	08/22/22	AICPA	\$315.00	AICPA Membership Renewal	SLL
08/08/22	08/22/22	GFOA	\$135.00	GAAP update webinar registration	SLL
08/10/22	08/22/22	Thompson building material	\$47.13	Cold Patch for Lozano Leak	CC
08/19/22	08/22/22	Red Wings Shoes	\$225.21	Safety Boots CJ	CC
08/04/22	08/22/22	CarWashClub	\$56.99	monthly vehicle wash	TS
07/26/22	08/22/22	Spectrum	\$86.56	Spectrum Cable	JW
08/01/22	08/22/22	Mailchimp	\$59.00	Email blasts outreach/Monthly Fee	JW
08/04/22	08/22/22	Callfire	\$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)	JW
08/05/22	08/22/22	DLT Solutions	\$170.00	Autocad-DLT Bronze Configuration Support - Annual	JW
08/09/22	08/22/22	NewEgg	\$59.34	Qty 2 HD Webcams for Tamara's and Joe's workstations	JW
08/11/22	08/22/22	Mackay Communications	\$47.51	Satellite Phone Service (Mar, May, Jun Invoices)	JW
08/16/22	08/22/22	Google.com	\$132.00	google corporate email domain - camrosawaterdistrict.org monthly charges - currently 11 seats	JW
08/19/22	08/22/22	Spectrum	\$1,249.00	Spectrum Internet	JW
08/16/22	08/22/22	Harbor Freight	\$67.55	Supplies for CWRF Chemical Building	KK
08/16/22	08/22/22	Harbor Freight	\$334.57	parts for sump pump use and tools	KK
08/15/22	08/22/22	Valvoline Instant Oil Change	\$61.02	service 31 - Oil Change	KK
07/27/22	08/22/22	Harbor Freight	\$55.78	sump pump for cwr	KK
08/17/22	08/22/22	Ventura Rentals	\$927.23	Director Fox farewell	TDS
08/17/22	08/22/22	Ventura Rentals	\$837.17	Director Fox farewell	TDS
08/17/22	08/22/22	Ventura Rentals	-\$101.99	Director Fox farewell	TDS
08/17/22	08/22/22	Ventura Rentals	\$101.99	Director Fox farewell	TDS
08/17/22	08/22/22	Ventura Rentals	\$407.96	Director Fox farewell	TDS
08/16/22	08/22/22	Marshall's Bodacious BBQ	\$897.56	Director Fox farewell	TDS
08/20/22	08/22/22	Staples	\$450.09	Office Supplies	DA
08/18/22	08/22/22	Bread Basket	\$90.00	Cookies for Al's retirement	DA
08/18/22	08/22/22	Smart & Final	\$41.16	Kitchen Supplies	DA
08/15/22	08/22/22	Museum Quality Framing	\$184.76	Framing of Al's retirement resolution	DA
08/01/22	08/22/22	Backgrounds Online	\$33.55	Background Check (DH)	DA
08/17/22	08/22/22	Green Thumb	\$25.44	Repair Parts - Pressure washer	CS
08/16/22	08/22/22	Vons	\$25.72	Oil Absorbant	CS
08/11/22	08/22/22	VC Metals	\$331.87	Parts for Conejo MCC	CS
08/10/22	08/22/22	Oreilly Auto Parts	\$56.42	AC regenerator PS1,2&4	CS
08/01/22	08/22/22	Industrial Bolt and Supplies	\$28.88	Hardware for Radio Antenna	CS
08/01/22	08/22/22	VC Metals	\$40.26	Parts for Rosita MCC	CS
07/27/22	08/22/22	Smart & Final	\$17.14	Oil Absorbant	CS
07/26/22	08/22/22	AutoZone	\$46.07	Repair Parts - Pressure washer	CS
07/26/22	08/22/22	Green Thumb	\$14.96	Repair Parts - Pressure washer	CS
07/25/22	08/22/22	Amazon	\$147.46	Battery Packs for Drills	CS
07/25/22	08/22/22	Amazon	\$95.81	Coffee For Front Office	CS
07/24/22	08/22/22	Amazon	\$122.74	Coffee For O&M Office	CS
			\$15,752.08		

Camrosa Water District

Accounts Payable Period:

09/01/2022-09/14/2022

Expense	Account Description	Amount
10302	Escrow Account-Cushman	31948.30
15773	Deferred Outflows-UAL Prep.	
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
13000	Land	
13400	Construction in Progress	973086.06
20053	Current LTD Bond 2016	
20052	Current LTD Bond 2012	
20400	Contractor's Retention	-44055.33
20250	Non-Potable Water Purchases	688422.00
23001	Refunds Payable	1572.12
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	794181.90
50020	Pumping Power	202502.18
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	9378.61
50135	PERS Retirement	
50200	Utilities	5317.75
50210	Communications	3052.77
50220	Outside Contracts	75980.09
50230	Professional Services	43400.13
50240	Pipeline Repairs	20945.40
50250	Small Tool & Equipment	112.25
50260	Materials & Supplies	21267.10
50270	Repair Parts & Equip Maint	8212.37
50280	Legal Services	991.73
50290	Dues & Subscriptions	315.00
50300	Conference & Travel	323.88
50310	Safety & Training	2331.45
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	4928.00
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$2,844,213.76

Expense Approval Report

By Vendor Name

Payable Dates 9/1/2022 - 9/14/2022 Post Dates 9/1/2022 - 9/14/2022

Camrosa Water District, CA

Payment Num	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order N	Amount
64	09/13/2022	BONDY GROUNDWATER CONSULTING, INC.	077-11 GSA	PM: Santa Rosa GSP	Prof services	FY22-0137-R1	7143.75
65	09/13/2022	THE HATHAWAY LAW FIRM, LLP	201985	GSA Legal Services	Legal services		489.22
TOTAL VENDOR PAYMENTS-GSA							\$ 7,632.97
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3348	09/08/2022	DEPOSIT ONLY-CAMROSA WTR	9-8-22-PR	Transfer to Disbursements Account	Transfer to disbursements-h		58000
3349	09/08/2022	DEPOSIT ONLY-CAMROSA WTR	9-8-22-AP	Transfer to Disbursements Account	Transfer to disbursements-h		1245000
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							1303000
58434	09/02/2022	MICHAEL HOSKINS	00005092-	Overpayment on Closed Account-2085 Vista Alcedo	Refunds payable		72.07
58436	09/12/2022	AARON COKER	00002701	Deposit Refund Act 2701- 1616 Old Ranch Rd	Refunds payable		23.76
58437	09/14/2022	AG RX INC.	100322	Weed Abatement	Outsd contracts	FY23-0064	3453.16
58438	09/13/2022	ALEXANDER'S CONTRACT SERVICES, INC	104267	Meter Reading	Outsd contracts		1403.81
Vendor: ALL11 - ALL PEST AND REPAIR, INC.							
58439	09/14/2022	ALL PEST AND REPAIR, INC.	0025940	Outside Contracts - Pest Control - VTA-1900	Outsd contracts		650
58439	09/14/2022	ALL PEST AND REPAIR, INC.	0025975	Outside Contracts - Pest Control - VTA-7385	Outsd contracts		470
Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:							1120
58440	09/12/2022	ALLCABLE	4033892	Materials & Supplies - Wire	Materials & supplies		185.72
58441	09/14/2022	ALLCONNECTED INC	105872	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	9014.54
58442	09/14/2022	AMERICAN PUBLIC WORKS CONSULTING ENGINEEF NO. 13		Additional Project Management services	Construction in progress	FY22-0011-R1	2945
58443	09/12/2022	ANNE C KING	00004047	Closed Account Overpayment Refund-1886 Hillridge	Refunds payable		84.68
58444	09/12/2022	BARBARA WILSON	00003212	Closed Acct Overpayment Refund- 5419 Cherry Ridge	Refunds payable		18.46
58445	09/12/2022	BASELINE ENTERPRISES	19938	Outside Contracts - Fuel Tank Inspection	Outsd contracts		811.2
58446	09/12/2022	BLACK MAGIC METAL ART INC.	977	Repair Parts - VFD Covers	Repair Parts & Equipment-R		100
58447	09/13/2022	BONDY GROUNDWATER CONSULTING, INC.	083-02	University Well Investigation	Prof services	FY22-0286-R1	1012.5
Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT							
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	082322	Water Purchase Potable	Water purchases Potable		659350.49
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	082322	Water Purchase N-P	Water purchases N-P		48062.74
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	082322	Water Purchase	CMWD Fixed Charges		74142
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	2022-00000003	SMP CMWD - SMP Sampling Fee	SMP CWD-RMWTP		1443
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP-081722	SMP CMWD - SMP Pipeline Fee	SMP CWD-RMWTP		10620.05
1057	09/13/2022	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP-081722	SMP CMWD - SMP Pipeline Fee	SMP CMWD		563.62
Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total:							794181.9
Vendor: CAN03 - Cannon Corporation							
58448	09/14/2022	Cannon Corporation	81556	Engineering Support Services during construction	Construction in progress	FY21-0035-R2	1532
58448	09/14/2022	Cannon Corporation	81660	Engineering Support Services during construction	Construction in progress	FY21-0035-R2	348
58448	09/14/2022	Cannon Corporation	81725	Design Camsprings new waterline under Conejo Creek	Construction in progress	FY22-0273-R1	34589.88
Vendor CAN03 - Cannon Corporation Total:							36469.88
58449	09/12/2022	Central Courier LLC	51718	Courier Service	Outsd contracts		172.12
58450	09/12/2022	CHARLES LEE.	00002342-3	Deposit Refund Act 2342- 6242 Calle Bodega	Refunds payable		66.54
58451	09/14/2022	CITY OF CAMARILLO	29717	Recycled Water from CamSan July 2022	CamSan Water		9378.61

Vendor: CTO00 - CITY OF THOUSAND OAKS

58452	09/14/2022	CITY OF THOUSAND OAKS	1016-2013	Purchase of Conejo Creek Water	Accrued non=potable water	688422
58452	09/14/2022	CITY OF THOUSAND OAKS	701-90122	City of Thousand Oaks Sewer Charges	Outsd contracts	1110.6
Vendor CTO00 - CITY OF THOUSAND OAKS Total:						689532.6

Vendor: CLI01 - CLIFTON LARSON ALLEN LLP

58453	09/13/2022	CLIFTON LARSON ALLEN LLP	3399706	Profesional Auditing Services FY2021-22	Prof services	FY22-0369-R1	12984
58453	09/13/2022	CLIFTON LARSON ALLEN LLP	3399706-1	GASB 87 Lease Accounting Implementation Assistance	Prof services	FY22-0368-R1	616
Vendor CLI01 - CLIFTON LARSON ALLEN LLP Total:							13600
58454	09/14/2022	COMMUNICATION ENTERPRISES, INC.	1112754	Radio FCC Lic Monitoring Annual Service	Outsd contracts		500
58455	09/12/2022	CULLIGAN OF VENTURA COUNTY	Sept22-2010478	Water Softener - Penny Well	Outsd contracts		77.5
58456	09/12/2022	DAWN SPIES	00004257	Deposit Refund Act 4257- 5748 Summerfied St	Refunds payable		82.1
58457	09/12/2022	DIANE WALORINTA	00005949	Deposit Refund Act 5949-2390 Glenside Ln	Refunds payable		25.88
58458	09/13/2022	ELAP-CDHS	EA-AN-1222-2751	ELAP Fees for Cert #2751	Fees & charges	FY23-0060	4250

Vendor: ENH01 - Enhanced Landscape Development, Inc

58459	09/12/2022	Enhanced Landscape Development, Inc	89278	Outside Contracts - Landscaping	Outsd contracts	2082
58459	09/12/2022	Enhanced Landscape Development, Inc	90222	Landscaping-Irrigation Repair - Main Office	Outsd contracts	417.45
Vendor ENH01 - Enhanced Landscape Development, Inc Total:						2499.45
1058	09/13/2022	First Republic Bank	PPE#8-GAC-Retention	Retention from CUS05-PPE#8-GAC	Escrow Account-James Cush	31948.3
58460	09/12/2022	FRUIT GROWERS LAB. INC.	213320A	Outside Lab Work for Ground Water Monitoring	Outsd contracts	528

Vendor: GEN06 - GENERAL PUMP COMPANY, INC

58461	09/14/2022	GENERAL PUMP COMPANY, INC	Pymt#1-Retention	Retention Pymt1-Invoice Ref# 29591 & 29613	Contractor's retention		-12107.03
58461	09/14/2022	GENERAL PUMP COMPANY, INC	PYMT1- 29591	Tierra Rejada Well Rehabilitation	Construction in progress	FY22-0072-R1	96957.5
58461	09/14/2022	GENERAL PUMP COMPANY, INC	PYMT1- 29613	Additional Well Cleaning	Construction in progress	FY22-0072-R1	139733
58461	09/14/2022	GENERAL PUMP COMPANY, INC	PYMT1- 29613	Tierra Rejada Well Rehabilitation	Construction in progress	FY22-0072-R1	5450
Vendor GEN06 - GENERAL PUMP COMPANY, INC Total:							230033.47

Vendor: GMS01 - GMS Landscaping Inc

58462	09/14/2022	GMS Landscaping Inc	203430	Tree and Site Maintenance	Outsd contracts	FY23-0065	4500
58462	09/14/2022	GMS Landscaping Inc	203431	Tree and Site Maintenance	Outsd contracts	FY23-0065	3000
Vendor GMS01 - GMS Landscaping Inc Total:							7500
58463	09/14/2022	Golden State Labor Compliance	09-2022-02	Additional Labor Compliance	Construction in progress	FY22-0012-R1	1504
58464	09/12/2022	GRISELDA RODRIGUEZ	00004378	Deposit Refund Act 4378-1894 Coachman	Refunds payable		10.9

Vendor: HAC01 - HACH COMPANY

58465	09/13/2022	HACH COMPANY	13228734	Annual Hach Analyzer Maintenance	Outsd contracts	FY23-0043	15281
58465	09/13/2022	HACH COMPANY	13228735	Annual Hach Analyzer Maintenance RMWTP & CWRF	Outside Contracts-RMWTP	FY23-0036	9958
58465	09/12/2022	HACH COMPANY	13232389	Repair Parts - 5500 TR, Woodcreek, Conejos, Penn	Repair parts & equipment		1728.56
Vendor HAC01 - HACH COMPANY Total:							26967.56
58466	09/12/2022	HEIDI WITT	00009681-2	Closed Acct Overpayment Refund- 402 Nuez St	Refunds payable		58.01

Vendor: CUS05 - JAMES C. CUSHMAN, INC.

58467	09/13/2022	JAMES C. CUSHMAN, INC.	PPE#8-GAC	GAC Construction	Construction in progress	FY22-0179-R1	638966
58467	09/13/2022	JAMES C. CUSHMAN, INC.	PPE#8-GAC-Retention	Retention on Invoice Ref# PPE#8-GAC	Contractor's retention		-31948.3
Vendor CUS05 - JAMES C. CUSHMAN, INC. Total:							607017.7
58468	09/12/2022	Janitek Cleaning Solutions-Allstate Cleaning, Inc.	47062A	Janitorial Services-Monthly Charges	Outsd contracts		1772
58469	09/12/2022	JOHN MILAM	00010561	Deposit Refund Act 10561- 401 Castiano	Refunds payable		29.22
58470	09/12/2022	JOHN MULCHAY	00001925	Deposit Refund Act 1925-36 Baroda Dr	Refunds payable		85.94
58471	09/14/2022	LASER TONER & COMPUTER SUPPLY, INC	163484	O&M Printer Maintenance	Repair parts & equipment		478.91

Vendor: THE04 - LIFE TECHNOLOGIES CORPORATION

58472	09/12/2022	LIFE TECHNOLOGIES CORPORATION	81854707	Repair Parts for the Ion Chromatograph	Repair parts & equipment	1262.95
58472	09/12/2022	LIFE TECHNOLOGIES CORPORATION	81877596	Laboratory Repair Parts & Equipment Maint	Repair parts & equipment	268
58472	09/12/2022	LIFE TECHNOLOGIES CORPORATION	81882435	Repair Parts & Equipment Maintenance	Repair parts & equipment	847

Vendor THE04 - LIFE TECHNOLOGIES CORPORATION Total: **2377.95**

58473	09/13/2022	LightGabler	67441	HR Consulting	Legal services	105
58474	09/12/2022	LOREN H GALLENTINE	00004570	Closed Account Overpayment Refund-5295 Fieldcrest	Refunds payable	65.63
58475	09/12/2022	MARIA E COGBURN	00004707	Deposit Refund Act 4707- 5453 Quailridge Dr	Refunds payable	64.56
58476	09/12/2022	MELINDA MORSE R	00000830	Deposit Refund Act 830- 1017 Paquita St	Refunds payable	40.05

Vendor: MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC.

58477	09/13/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101196	GAC Project Management	Construction in progress	FY21-0120-R2	889.92
58477	09/13/2022	MICHAEL K. NUNLEY & ASSOCIATES, INC.	101197	GAC Construction Management	Construction in progress	FY22-0151-R1	29347.68

Vendor MKN01 - MICHAEL K. NUNLEY & ASSOCIATES, INC. Total: **30237.6**

58478	09/12/2022	MING -FUN CHEN	00010036-1	Deposit Refund Act 10036- 429 Pecana St	Refunds payable	24.64
58479	09/12/2022	NORTHSTAR CHEMICAL	233616	Materials & Supplies- Chemicals- Woodcreek Well	Materials & supplies	3274.55
58480	09/14/2022	OCCU-MED, LTD.	0922711oa	New Hire Physicals (KF,RM,MS)	Outsd contracts	916.75
58481	09/12/2022	OLIN CORP-CHLOR ALKALI	3000152279	Materials & Supplies - Chemicals CWRP	Materials & supplies	9722.32
58482	09/14/2022	PERLITER & INGALSBE	18725	Additional Eng. Support Services	Construction in progress	REQ00057-R5 4684.5
58483	09/12/2022	RICHARD ONGANIA	00000693	Closed Account Overpayment Refund-6034 Irena Av	Refunds payable	34.69
58484	09/12/2022	ROBERT W TONEY	00003277	Closed Acct Overpayment Refund-5680 Recodo Way	Refunds payable	346.03

Vendor: ROY03 - ROYAL INDUSTRIAL SOLUTIONS

58485	09/12/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1024355	Repair Parts - HOA Switches	Repair parts & equipment	937.64
58485	09/12/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1024602	Repair Parts - Contacts	Repair parts & equipment	252.63
58485	09/12/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1024664	Repair Parts - Relays	Repair parts & equipment	98.58
58485	09/12/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1025019	Meter Station 5 & 7 Rehabilitation Conduit	Construction in progress	977.28
58485	09/12/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1025482	Repair Parts - Contractor	Repair Parts & Equipment-R	362.1
58485	09/14/2022	ROYAL INDUSTRIAL SOLUTIONS	9009-1025666	Repair Parts - VFD AC Thermostats	Repair parts & equipment	583.44

Vendor ROY03 - ROYAL INDUSTRIAL SOLUTIONS Total: **3211.67**

Vendor: RPB01 - RP Barricade, Inc

58486	09/12/2022	RP Barricade, Inc	61721	Leak Repair-WO#16493415-Trfc Ctrl sinking mnway	Pipeline repairs	990
58486	09/12/2022	RP Barricade, Inc	61722	Leak Repair-WO#16493415-Trfc Ctrl sinking mnway	Pipeline repairs	990

Vendor RPB01 - RP Barricade, Inc Total: **1980**

Vendor: SAM01 - SAM HILL & SONS, INC.

58487	09/14/2022	SAM HILL & SONS, INC.	4219	Leak Repair - 1" Serivce Line	Pipeline repairs	FY23-0062	6779.94
58487	09/14/2022	SAM HILL & SONS, INC.	4246	Leak Repair - Sinking Manway	Pipeline repairs	FY23-0061	12069.13

Vendor SAM01 - SAM HILL & SONS, INC. Total: **18849.07**

Vendor: SCF01 - SC Fuels

58488	09/12/2022	SC Fuels	2211390IN	Materials & Supplies - FUEL	Materials & supplies	1527.33
58488	09/12/2022	SC Fuels	2213879IN	Materials & Supplies - FUEL	Outsd contracts	1357.98

Vendor SCF01 - SC Fuels Total: **2885.31**

Vendor: SCE01 - SOUTHERN CALIF. EDISON

1059	09/12/2022	SOUTHERN CALIF. EDISON	August 2022	August 2022 Monthly Charges	Pumping power	202502.18
1059	09/12/2022	SOUTHERN CALIF. EDISON	August 2022	August 2022 Monthly Charges	Utilities	5294.89

Vendor SCE01 - SOUTHERN CALIF. EDISON Total: **207797.07**

Vendor: SCG01 - SOUTHERN CALIFORNIA GAS

1060	09/12/2022	SOUTHERN CALIFORNIA GAS	August 2022	Usage Charges Account#123 787 1794 1	Utilities	14.3
1060	09/12/2022	SOUTHERN CALIFORNIA GAS	August 2022-2	Usage Charges Account#170 01 9900 9	Utilities	8.56

Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total: **22.86**

58489	09/12/2022	SPARKLETTS	4667386-090422	Distilled Bottled Water	Outsd contracts	174.32
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58490	09/12/2022	STEPHEN W. BARBER	00003929	Closed Account-Overpayment Refund-6360 Armitos	Refunds payable	303.47
58491	09/12/2022	SWAGELOK/CCFST	63200	Meter Station 5 & 7 RehabTransmitter Parts	Construction in progress	931.69
58492	09/13/2022	THE HATHAWAY LAW FIRM, LLP	201989	Legal Services	Legal services	886.73
58493	09/12/2022	THOMAS MCCONICA	00000462	Closed Account Overpayment Refund- 4514 Leatherwoo	Refunds payable	55.49
58494	09/14/2022	TRAVIS AGRICULTURAL, INC	22945-F	Meter Station Rehab - Concrete Pad	Outsd contracts FY23-0063	6142.19
58495	09/14/2022	TURF CONSTRUCTION, INC.	14522	Distribution Valve Replacement	Construction in progress FY23-0066	11068.64
1061	09/08/2022	U.S. BANK CORPORATE	22-Aug	Parts for Pennywell break tank test	Construction in progress	15752.08

Vendor: UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC

58496	09/13/2022	UNDERGROUND SERVICE ALERT OF SOUTHERN CAL 22-2300568	Dig Alert Tickets Monthly Charges	Outsd contracts	120.74
58496	09/13/2022	UNDERGROUND SERVICE ALERT OF SOUTHERN CAL 820220211	Dig Alert Tickets Monthly Charges	Outsd contracts	344.25

Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total:	464.99
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Vendor: UNI08 - UNIFIRST CORPORATION

58497	09/12/2022	UNIFIRST CORPORATION	325-1380213-C	Credit on Invoice Ref# 328-1380213	Outsd contracts	-151.46
58497	09/12/2022	UNIFIRST CORPORATION	328-1372124-C	Credit on Invoice Ref#328-1372124	Outsd contracts	-327.03
58497	09/12/2022	UNIFIRST CORPORATION	328-1374145-C	Credit on Invoice Ref# 328-1374145	Outsd contracts	-13.57
58497	09/12/2022	UNIFIRST CORPORATION	328-1378247-C	Credit on Invoice Ref# 328-1378247	Outsd contracts	-28.17
58497	09/13/2022	UNIFIRST CORPORATION	328-1388071	Uniform Cleaning Service	Outsd contracts	275.28
58497	09/13/2022	UNIFIRST CORPORATION	328-1388078	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	85.51
58497	09/13/2022	UNIFIRST CORPORATION	328-1393909	Uniform Cleaning Service	Outsd contracts	358.71
58497	09/13/2022	UNIFIRST CORPORATION	328-1393917	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	75.85
58497	09/13/2022	UNIFIRST CORPORATION	328-1395829	Uniform Cleaning Service	Outsd contracts	184.41
58497	09/13/2022	UNIFIRST CORPORATION	328-1395836	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	65.25
58497	09/13/2022	UNIFIRST CORPORATION	328-1397775	Uniform Cleaning Service	Outsd contracts	100.83
58497	09/13/2022	UNIFIRST CORPORATION	328-1397783	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	65.25
58497	09/13/2022	UNIFIRST CORPORATION	328-1399650	Uniform Cleaning Service	Outsd contracts	122.72
58497	09/13/2022	UNIFIRST CORPORATION	328-1399657	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	65.25
58497	09/13/2022	UNIFIRST CORPORATION	328-1401583	Uniform Cleaning Service	Outsd contracts	147.39
58497	09/13/2022	UNIFIRST CORPORATION	328-1401591	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	65.25
58497	09/13/2022	UNIFIRST CORPORATION	328-1403458	Uniform Cleaning Service	Outsd contracts	122.94
58497	09/13/2022	UNIFIRST CORPORATION	328-1403465	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	77.1
58497	09/13/2022	UNIFIRST CORPORATION	328-1405388	Uniform Cleaning Service	Outsd contracts	170.39
58497	09/13/2022	UNIFIRST CORPORATION	328-1405396	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	77.1
58497	09/13/2022	UNIFIRST CORPORATION	328-1407257	Uniform Cleaning Service	Outsd contracts	122.94
58497	09/13/2022	UNIFIRST CORPORATION	328-1407264	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	77.1
58497	09/13/2022	UNIFIRST CORPORATION	328-1409177	Uniform Cleaning Service	Outsd contracts	212.22
58497	09/13/2022	UNIFIRST CORPORATION	328-1409185	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts	77.1

Vendor UN08 - UNIFIRST CORPORATION Total:	2028.36
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Vendor: UNI13 - UNION MATERIALS TESTING, INC

58498	09/14/2022	UNION MATERIALS TESTING, INC	Invoice#53	Additional Material Testing	Construction in progress	FY22-0306-R1	335
58498	09/14/2022	UNION MATERIALS TESTING, INC	Invoice#53	Material Testing	Construction in progress	FY22-0306-R1	2662

Vendor UNI13 - UNION MATERIALS TESTING, INC Total:	2997
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58499	09/13/2022	USA BLUE BOOK	099992	Laboratory Supplies	Materials & supplies	186.29
58500	09/13/2022	VENTURA COUNTY AIR POLLUTION CONTROL DIST	1046633	Generator Permit - PS2	Fees & charges	678
58501	09/14/2022	VERIZON BUSINESS, INC	72333632	VOIP T1 (Verizon)	Communications	1271.14
58502	09/12/2022	VINCENT CARREON	00000237-1	Deposit Refund Act 237- 236 Bent Twig	Refunds payable	80

Vendor: W0004 - WOODARD & CURRAN, INC.

58503	09/13/2022	WOODARD & CURRAN, INC.	208074	Strategic Plan	Prof services	FY22-0322-R1	16450
58503	09/13/2022	WOODARD & CURRAN, INC.	208489	2023 Master Plan	Prof services	FY23-0008	12337.63

Vendor W0004 - WOODARD & CURRAN, INC. Total:	28787.63
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Vendor: ZWO01 - ZWORLD GIS, LLC					
58504	09/14/2022	ZWORLD GIS, LLC	2022-0314	Geographical Information Systems Support Services	Outsd contracts FY23-0011 4500
58504	09/14/2022	ZWORLD GIS, LLC	2022-0329	Geographical Information Systems Support Services	Outsd contracts FY23-0011 2250
Vendor ZWO01 - ZWORLD GIS, LLC Total:					6750

TOTAL VENDOR PAYMENTS-CAMROSA

\$
2,844,213.76

1052	09/01/2022	ACWA/JPIA	8-22 PR ME	Premium adjustments Roth & Morales and COBRA	Accounts receivable - other 43888.36
DFT0004194	09/08/2022	CAL PERS 457 PLAN	INV0012110	Deferred Compensation	Deferred comp - ee paid 2466.46
DFT0004209	09/08/2022	EMPLOYMENT DEVELOP. DEPT.	INV0012128	Payroll-SIT	P/R-sit 4636.22
Vendor: HEA02 - HealthEquity					
DFT0004197	09/08/2022	HealthEquity	INV0012114	HSA-Employee Contribution	HSA Contributions Payable 438.46
DFT0004198	09/08/2022	HealthEquity	INV0012115	HSA Contributions	HSA Contributions Payable 200
Vendor HEA02 - HealthEquity Total:					638.46

1055	09/08/2022	LINCOLN FINANCIAL GROUP	INV0012111	Deferred Compensation	Deferred comp - ee paid 2183
1054	09/08/2022	LINCOLN FINANCIAL GROUP	INV0012124	Profit Share Contribution	Profit share contributions 2845.41
DFT0004195	09/08/2022	PUBLIC EMPLOYEES	INV0012112	PERS-Classic Employee Portion	P/R-state ret. 17607.67
Vendor: UNI10 - UNITED STATES TREASURY					
DFT0004206	09/08/2022	UNITED STATES TREASURY	INV0012125	FIT	P/R-fit 12013.54
DFT0004207	09/08/2022	UNITED STATES TREASURY	INV0012126	Payroll-Social Security Tax	P/R - ee social security 234.86
DFT0004208	09/08/2022	UNITED STATES TREASURY	INV0012127	Payroll- Medicare Tax	P/R - ee medicare 3085.94
Vendor UNI10 - UNITED STATES TREASURY Total:					15334.34

58435	09/08/2022	UNITED WAY OF VENTURA CO.	INV0012109	Charity-United Way	P/R-charity 20
1053	09/01/2022	UNUM LIFE INSURANCE	CM0000386	Premium Credit Brandon Roth	Long term dis. human resou 1264.54

TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA

\$
90,884.46

Board Memorandum

September 22, 2022

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Fiscal Year 2021-22 4th Quarter Budget Status Report

Objective: Receive a report from staff regarding the Fiscal Year (FY) 2021-22 4th Quarter budget report and reserves.

Action Required: No action necessary; for information only.

Discussion: Staff has prepared a “budget to actual” financial status report of the 4th quarter operating results, comparing the FY2021-22 budgeted amounts to year-end results, including reserves, for the Board’s information and review.

Water Program:

The Potable Water Program’s water deliveries through the month of June were 7,218 acre feet (AF), where budgeted deliveries were 6,978 AF. Total Operating Revenues are 103% of budget. Total Expenses are 97% of budget. Net Operating Results is \$11,145; \$1,210,000 will be contributed to the Potable Water Capital Replacement Fund.

The Non-Potable Water Program’s water deliveries within the District through the month of June were 5,793 AF, where budgeted deliveries were 6,239 AF. Non-Potable deliveries outside the District (Pleasant Valley County Water District) were 4,828 AF of Conejo Creek water/CWRF water and 1,258 AF of CamSan recycled water, compared to the budgeted amount of 4,395 AF of Conejo Creek/CWRF water and 800 AF of CamSan recycled water. Total Operating Revenues are 102% of budget. Total Expenses are 92% of budget. Net Operating Results is \$2,393; \$2,090,000 will be contributed to the Non-Potable Water Capital Replacement Fund and \$70,000 to the Rate Stabilization Fund.

Wastewater Program:

The Wastewater Program’s Total Operating Revenues are 101% of budget and Total Expenses are 83% of budget. Net Operating Results is \$5,630; \$1,235,000 will be contributed to the Wastewater Capital Replacement Fund and \$80,000 to the Rate Stabilization Fund.

Water Program	FY2021-22 Budget	FY2021-22 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	\$ 11,812,100	\$ 12,280,448	\$ 468,348	104%
Recycle/Non-Potable	4,708,000	4,383,675	(324,325)	93%
Water Sales to Pleasant Valley	1,269,200	1,677,229	408,029	132%
Meter Service Charge	2,582,800	2,515,456	(67,344)	97%
Special Services	40,000	50,750	10,750	127%
Pump Zone/Miscellaneous	52,000	63,016	11,016	121%
Total Operating Revenues	\$ 20,464,100	\$ 20,970,574	\$ 506,474	102%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 7,868,165	\$ 7,701,097	\$ 167,068	98%
Calleguas Fixed Charge	981,107	913,008	68,099	93%
CamSan Water	-	72,109	(72,109)	-
Conejo Creek Project	618,672	702,978	(84,306)	114%
Salinity Management Pipeline-Calleguas	241,198	192,180	49,018	80%
Production Power	1,453,425	1,790,639	(337,214)	123%
Total Production	\$ 11,162,567	\$ 11,372,011	\$ (209,444)	102%
Regular Salaries	\$ 1,742,827	\$ 1,694,820	\$ 48,007	97%
Overtime/Standby	65,204	67,686	(2,482)	104%
Part Time	45,968	11,017	34,951	24%
Benefits	657,771	625,680	32,091	95%
Total Salaries & Benefits	\$ 2,511,770	\$ 2,399,203	\$ 112,567	96%
Outside Contracts	\$ 1,765,418	\$ 772,568	\$ 992,850	44%
Professional Services	516,263	953,167	(436,904)	185%
Total Outside Cont/Profess Services	\$ 2,281,681	\$ 1,725,735	\$ 555,946	76%
Utilities	\$ 73,525	\$ 82,105	\$ (8,580)	112%
Communications	43,420	48,873	(5,453)	113%
Pipeline Repairs	455,000	418,343	36,657	92%
Small Tools & Equipment	28,402	13,128	15,274	46%
Materials & Supplies	548,915	538,205	10,710	98%
Repair Parts & Equipment Maintenance	883,325	575,464	307,861	65%
Legal Services	29,250	37,514	(8,264)	128%
Dues & Subscriptions	32,663	31,260	1,403	96%
Conference & Travel	10,725	9,909	816	92%
Safety & Training	33,995	16,037	17,958	47%
Board Expense	78,000	82,065	(4,065)	105%
Bad Debt	4,875	5,087	(212)	104%
Fees & Charges	132,937	141,783	(8,846)	107%
Insurance	71,500	60,715	10,785	85%
Total Supplies & Services	\$ 2,426,532	\$ 2,060,488	\$ 366,044	85%
Total Expenses	\$ 18,382,550	\$ 17,557,437	\$ 825,113	96%
Net Operating Revenues	\$ 2,081,550	\$ 3,413,137	\$ 1,331,587	164%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 853,681	\$ 853,681	\$ -	100%
Debt Service 2012	-	-	-	-
Rate Stabilization Contribution	70,000	70,000	-	100%
CLPERS UAL Additional Contribution	92,371	-	92,371	0%
Capital Replacement Contribution	1,795,000	3,300,000	(1,505,000)	184%
Total Non-Operating Expenses	\$ 2,811,052	\$ 4,223,681	\$ (1,412,629)	150%
Add: Non-Operating Revenues				
Interest Revenues	\$ 119,801	\$ 102,841	\$ (16,960)	86%
Taxes	684,838	721,241	36,403	105%
Total Non-Operating Revenues	\$ 804,639	\$ 824,082	\$ 19,443	102%
Net Operating Results	\$ 75,137	\$ 13,538	\$ (61,599)	18%
Capital Fees	-	-	-	-
Mitigation & In-Lieu Fees	-	-	-	-
GAC Reimbursement	-	16,191,774	-	-
Grants	-	187	187	-
Net Operating Results After Capital Fees & Grants	\$ -	\$ 16,191,961	\$ 187	-

Debt Ratio

3.38

10.72

Potable Water Program	FY2021-22 Budget	FY2021-22 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	\$ 11,812,100	\$ 12,280,448	\$ 468,348	104%
Meter Service Charge	2,492,000	2,387,210	(104,790)	96%
Special Services	30,000	30,107	107	100%
Pump Zone/Miscellaneous	31,000	36,963	5,963	119%
Total Operating Revenues	\$ 14,365,100	\$ 14,734,728	\$ 369,628	103%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 7,215,372	\$ 7,111,433	\$ 103,939	99%
Calleguas Fixed Charge	981,107	913,008	68,099	93%
Salinity Management Pipeline-Calleguas	241,198	192,180	49,018	80%
Production Power	561,513	790,387	(228,874)	141%
Total Production	\$ 8,999,190	\$ 9,007,008	\$ (7,818)	100%
Regular Salaries	\$ 1,132,838	\$ 1,101,633	\$ 31,205	97%
Overtime/Standby	42,383	43,996	(1,613)	104%
Part Time	29,879	7,161	22,718	24%
Benefits	427,551	406,692	20,859	95%
Total Salaries & Benefits	\$ 1,632,651	\$ 1,559,482	\$ 73,169	96%
Outside Contracts	\$ 1,075,619	\$ 470,823	\$ 604,796	44%
Professional Services	265,457	555,074	(289,617)	209%
Total Outside Cont/Profess Services	\$ 1,341,076	\$ 1,025,897	\$ 315,179	76%
Utilities	\$ 64,633	\$ 72,720	\$ (8,087)	113%
Communications	22,578	25,414	(2,836)	113%
Pipeline Repairs	380,000	397,705	(17,705)	105%
Small Tools & Equipment	22,029	11,943	10,086	54%
Materials & Supplies	464,716	483,875	(19,159)	104%
Repair Parts & Equipment Maintenance	502,929	365,973	136,956	73%
Legal Services	15,210	19,507	(4,297)	128%
Dues & Subscriptions	16,985	16,255	730	96%
Conference & Travel	5,577	5,153	424	92%
Safety & Training	17,677	8,339	9,338	47%
Board Expense	40,560	42,674	(2,114)	105%
Bad Debt	2,535	2,645	(110)	104%
Fees & Charges	103,451	125,856	(22,405)	122%
Insurance	37,180	31,572	5,608	85%
Total Supplies & Services	\$ 1,696,060	\$ 1,609,631	\$ 86,429	95%
Total Expenses	\$ 13,668,977	\$ 13,202,018	\$ 466,959	97%
Net Operating Revenues	\$ 696,123	\$ 1,532,710	\$ 836,587	220%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 823,036	\$ 823,036	\$ -	100%
Rate Stabilization Contribution	-	-	-	-
CalPERS UAL Additional Contribution	60,041	-	60,041	0%
Capital Replacement Contribution	275,000	1,210,000	(935,000)	440%
Total Non-Operating Expenses	\$ 1,158,077	\$ 2,033,036	\$ (874,959)	176%
Add: Non-Operating Revenues				
Interest Revenues	89,418	78,726	(10,692)	88%
Taxes	410,904	432,745	21,841	105%
Total Non-Operating Revenues	\$ 500,322	\$ 511,471	\$ 11,149	102%
Net Operating Results	\$ 38,368	\$ 11,145	\$ (27,223)	
Capital Fees	\$ -	\$ -	\$ -	-
Mitigation & In-Lieu Fees	-	-	-	-
Legal Settlement	-	16,191,774	-	-
Grants	-	-	-	-
	\$ -	\$ 16,191,774	\$ -	-
Net Operating Results After Capital Fees & Grants	\$ 38,368	\$ 16,202,919	\$ (27,223)	

Non-Potable Water Program	FY2021-22 Budget	FY2021-22 Actuals	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Recycle/Non-Potable	\$ 4,708,000	\$ 4,383,675	\$ (324,325)	93%
Water Sales to Pleasant Valley	1,269,200	1,677,229	408,029	132%
Meter Service Charge	90,800	128,246	37,446	141%
Special Services	10,000	20,643	10,643	206%
Pump Zone/Miscellaneous	21,000	26,053	5,053	124%
Total Operating Revenues	\$ 6,099,000	\$ 6,235,846	\$ 136,846	102%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 652,793	\$ 589,664	\$ 63,129	90%
CamSan Water	-	72,109	(72,109)	-
Conejo Creek Project	618,672	702,978	(84,306)	114%
Production Power	891,912	1,000,252	(108,340)	112%
Total Production	\$ 2,163,377	\$ 2,365,003	\$ (201,626)	109%
Regular Salaries	\$ 609,989	\$ 593,187	\$ 16,802	97%
Overtime/Standby	22,821	23,690	(869)	104%
Part Time	16,089	3,856	12,233	24%
Benefits	230,220	218,988	11,232	95%
Total Salaries & Benefits	\$ 879,119	\$ 839,721	\$ 39,398	96%
Outside Contracts	\$ 689,799	\$ 301,745	\$ 388,054	44%
Professional Services	250,806	398,093	(147,287)	159%
Total Outside Cont/Profess Services	\$ 940,605	\$ 699,838	\$ 240,767	74%
Utilities	\$ 8,892	\$ 9,385	\$ (493)	106%
Communications	20,842	23,459	(2,617)	113%
Pipeline Repairs	75,000	20,638	54,362	28%
Small Tools & Equipment	6,373	1,185	5,188	19%
Materials & Supplies	84,199	54,330	29,869	65%
Repair Parts & Equipment Maintenance	380,396	209,491	170,905	55%
Legal Services	14,040	18,007	(3,967)	128%
Dues & Subscriptions	15,678	15,005	673	96%
Conference & Travel	5,148	4,756	392	92%
Safety & Training	16,318	7,698	8,620	47%
Board Expense	37,440	39,391	(1,951)	105%
Bad Debt	2,340	2,442	(102)	104%
Fees & Charges	29,486	15,927	13,559	54%
Insurance	34,320	29,143	5,177	85%
Total Supplies & Services	\$ 730,472	\$ 450,857	\$ 279,615	62%
Total Expenses	\$ 4,713,573	\$ 4,355,419	\$ 358,154	92%
Net Operating Revenues	\$ 1,385,427	\$ 1,880,427	\$ 495,000	136%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 30,645	\$ 30,645	\$ -	100%
Debt Service 2012	-	-	-	-
Rate Stabilization Contribution	70,000	70,000	-	100%
CalPERS UAL Additional Contribution	32,330	-	32,330	0%
Capital Replacement Contribution	1,520,000	2,090,000	(570,000)	138%
Total Non-Operating Expenses	\$ 1,652,975	\$ 2,190,645	\$ (537,670)	133%
Add: Non-Operating Revenues				
Interest Revenues	\$ 30,383	\$ 24,115	\$ (6,268)	79%
Taxes	273,934	288,496	14,562	105%
Total Non-Operating Revenues	\$ 304,317	\$ 312,611	\$ 8,294	103%
Net Operating Results	\$ 36,769	\$ 2,393	\$ (34,376)	
Capital Fees	-	-	-	-
Mitigation & In-Lieu Fees	-	-	-	-
Grants	-	187	187	-
Net Operating Results After Capital Fees & Grants	\$ -	\$ 187	\$ 187	\$ -
Net Operating Results After Capital Fees & Grants	\$ 36,769	\$ 2,580	\$ (34,189)	

Wastewater Program	FY2021-22 Budget	FY2021-22 Actuals	Variance	Actual % FY Budget
Revenues				
Sewer Service Charge	\$ 4,071,800	\$ 4,092,891	\$ 21,091	101%
Special Services	6,000	14,793	8,793	247%
Pump Zone/Miscellaneous	-	8,068	8,068	-
Total Operating Revenues	\$ 4,077,800	\$ 4,115,752	\$ 37,952	101%
Operating Expenses				
Salinity Management Pipeline-Calleguas	\$ 21,492	\$ 11,521	\$ 9,971	54%
Total Production	\$ 21,492	\$ 11,521	\$ 9,971	54%
Regular Salaries	\$ 938,446	\$ 912,595	\$ 25,851	97%
Overtime/Standby	35,110	36,447	(1,337)	104%
Part Time	24,752	5,932	18,820	24%
Benefits	354,185	336,904	17,281	95%
Total Salaries & Benefits	\$ 1,352,493	\$ 1,291,878	\$ 60,615	96%
Outside Contracts	\$ 1,002,549	\$ 735,198	\$ 267,351	73%
Professional Services	238,142	121,920	116,222	51%
Total Outside Cont/Profess Services	\$ 1,240,691	\$ 857,118	\$ 383,573	69%
Utilities	\$ 24,975	\$ 23,404	\$ 1,571	94%
Communications	23,380	26,317	(2,937)	113%
Pipeline Repairs	10,000	23,021	(13,021)	230%
Small Tools & Equipment	3,448	1,897	1,551	55%
Materials & Supplies	122,835	145,124	(22,289)	118%
Repair Parts & Equipment Maintenance	135,175	56,241	78,934	42%
Legal Services	15,750	20,200	(4,450)	128%
Dues & Subscriptions	20,588	16,832	3,756	82%
Conference & Travel	5,775	5,336	439	92%
Safety & Training	18,305	8,635	9,670	47%
Board Expense	42,000	44,189	(2,189)	105%
Bad Debt	2,625	2,739	(114)	104%
Fees & Charges	81,988	64,100	17,888	78%
Insurance	38,500	32,693	5,807	85%
Total Supplies & Services	\$ 545,344	\$ 470,728	\$ 74,616	86%
Total Expenses	\$ 3,160,020	\$ 2,631,245	\$ 528,775	83%
Net Operating Revenues	\$ 917,780	\$ 1,484,507	\$ 566,727	162%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 190,950	\$ 190,950	\$ -	100%
Debt Service 2012	-	-	-	-
Rate Stabilization Contribution	80,000	80,000	-	100%
CalPERS UAL Additional Contribution	49,738	-	49,738	0%
Capital Replacement Contribution	605,000	1,235,000	(630,000)	204%
Total Non-Operating Expenses	\$ 925,688	\$ 1,505,950	\$ (580,262)	163%
Add: Non-Operating Revenues				
Interest Revenues	\$ 33,456	\$ 27,073	\$ (6,383)	81%
Total Non-Operating Revenues	\$ 33,456	\$ 27,073	\$ (6,383)	81%
Net Operating Results	\$ 25,548	\$ 5,630	\$ (19,918)	
Capital Fees	-	-	-	
	\$ -	\$ -	\$ -	-
Net Operating Results After Capital Fees & Grants	\$ 25,548	\$ 5,630	\$ (19,918)	
Debt Ratio	4.98	7.92		

	July 1, 2021	Sept 30, 2021	Dec 31, 2021	March 31, 2022	June 30, 2022
Unrestricted Reserves					
Potable Operating and Emergency Reserves (OER)	\$635,852	\$645,179	\$644,997	\$644,997	\$646,997
Non-Potable Potable Operating and Emergency Reserves (OER)	\$478,970	\$480,750	\$479,101	\$479,101	\$481,363
Wastewater Operating and Emergency Reserves (OER)	\$385,120	\$281,528	\$389,636	\$389,636	\$390,750
Rate Stabilization Fund-Water-Potable	\$270,625	\$270,625	\$270,625	\$270,625	\$270,625
Rate Stabilization Fund-Non-Potable	\$465,625	\$483,125	\$500,625	\$518,125	\$535,625
Rate Stabilization Fund-Wastewater	\$183,750	\$183,750	\$223,750	\$243,750	\$263,750
Unfunded Accrued Liability (UAL)	\$142,109	\$3,425	\$3,425	\$0	\$0
Potable Water Capital Replacement Fund (PWCRF)	\$9,548,413	\$8,291,949	\$1,720,828	\$1,324,419	\$17,695,416
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$3,588,158	\$3,951,868	\$4,682,746	\$4,021,702	\$4,504,872
Wastewater Capital Replacement Fund (WWCRF)	\$1,234,409	\$657,537	\$1,179,437	\$2,156,440	\$2,638,053
Potable Water Capital Improvement Fund (PWCIF)	\$1,331,889	\$1,331,889	\$1,331,889	\$1,331,889	\$1,397,209
Potable Water In-Lieu Fees (Shea Homes)	\$1,194,653	\$1,194,653	\$1,194,653	\$1,194,653	\$1,194,653
Potable Water Mitigation Fees (Day Ranch)	\$130,025	\$130,025	\$130,025	\$130,025	\$130,025
Non-Potable Water In-lieu Fees (Wildwood Preserve)	\$318,538	\$318,538	\$318,538	\$318,538	\$318,538
Wastewater Capital Improvement Fund (WWCIF)	\$702,316	\$402,316	\$484,456	\$484,456	\$84,456
Bonds					
Water Project Fund	\$0	\$0	\$0	\$0	\$320,000
Total	\$20,610,452	\$18,627,157	\$13,554,731	\$13,508,356	\$30,872,332
Restricted Assets					
Grant Receivable PV Well	\$83,822	\$83,822	\$83,822	\$83,822	\$83,822
Total Receivables	\$83,822	\$83,822	\$83,822	\$83,822	\$83,822
Debt Reserves 2016	\$879,529	\$879,529	\$879,529	\$879,529	\$879,529
CIP	\$879,529	\$879,529	\$879,529	\$879,529	\$879,529
Potable Water Capital Replacements	\$1,427,328	\$3,114,214	\$9,785,763	\$9,596,987	\$9,168,861
Non-Potable Water Capital Replacements	\$144,332	\$520,747	\$304,534	\$357,195	\$221,603
Wastewater Capital Replacements	\$2,768,781	\$2,922,235	\$2,200,527	\$2,253,325	\$2,079,957
Potable Water Capital Improvements	\$2,262,238	\$2,262,238	\$2,257,492	\$2,257,492	\$2,171,805
Wastewater Capital Improvements	\$1,197,859	\$1,461,800	\$1,294,529	\$1,120,734	\$1,223,165
New Demand Mitigation Fee (Shea Homes)	\$1,358,931	\$1,311,646	\$702,874	\$673,550	\$0
Total CIP	\$9,159,469	\$11,592,880	\$16,545,719	\$16,259,283	\$14,865,391
Bonds					
Water Improvements	\$3,336,693	\$3,209,661	\$3,034,220	\$2,375,110	\$0
Wastewater Improvements	\$16,249	\$15,502	\$12,327	\$0	\$0
Total Bond CIP	\$3,352,942	\$3,225,163	\$3,046,547	\$2,375,110	\$0
Total	\$13,475,762	\$15,781,394	\$20,555,617	\$19,597,744	\$15,828,742
Grand Total minus Receivables	\$34,002,392	\$34,324,729	\$34,026,526	\$33,022,278	\$46,617,252

Capital Project Listing 4th Quarter Results

CIP No.	Description	Budget	Expenses	Budget Remaining	Expense to Budget %
General Replacements					
400-20-02	Reservoir 1B Comm Facility	670,000	624,428	45,572	93%
400-22-02	Utility Billing System	504,000	-	504,000	0%
400-22-03	LIMS	90,000	-	90,000	0%
400-22-04	Tier 2 Historian	65,000	28,965	36,035	45%
400-22-05	Radio Tower @4B	70,000	35,345	34,655	50%
General Replacements		1,399,000	688,738	710,262	49%
Potable Water Projects					
650-15-01	PV Well #1	5,967,000	3,566,944	2,400,056	60%
650-20-02	Conejo Wellfield Treatment	11,275,000	3,901,790	7,373,210	35%
650-20-03	Meter Station Control Cabinets	280,000	128,076	151,924	46%
650-21-01	Meter Station 5 and 7 Rehabilitation	290,000	150,566	139,434	52%
650-22-01	Penny Well Degasifier	362,000	157,205	204,795	43%
650-22-02	Tierra Rejada Well	475,000	117,957	357,043	25%
650-22-03	Distribution Valve Replacement	200,000	45,588	154,412	23%
650-22-04	CamSprings Waterline	350,000	39,910	310,090	11%
800-20-02	Pump Station #2 Generator Fuel Tank	363,000	353,365	9,635	97%
Total Potable Water Projects		19,562,000	8,461,401	11,100,599	43%
Wastewater Projects					
900-18-01	CWRF Upgrades	1,057,500	847,627	209,873	80%
900-18-02	De-Watering Press	2,158,000	163,937	1,994,063	8%
900-18-03	Effluent Pond Relining	1,501,500	1,170,074	331,426	78%
900-20-01	CWRF Emergency Generator Fuel Tank	288,000	237,541	50,459	82%
900-20-02	Sewer Lift #1 MCC	250,000	214,217	35,783	86%
550-21-01	Sewer Lift Read Road MCC	360,000	259,417	100,583	72%
500-22-01	Sequential Chloramination	400,000	67,657	332,343	17%
Total Wastewater Projects		6,015,000	2,960,470	3,054,530	49%
Total CIPs		26,976,000	12,110,609	14,865,391	45%

Board Memorandum

September 22, 2022

To: General Manager

From: Sandra Llamas, Senior Accountant

Subject: Transfer of Unclaimed Funds to the General Fund

Objective: Transfer unclaimed funds to the General Fund.

Action Required: Adopt a resolution of the Board authorizing the transfer of unclaimed funds, in the amount of \$963.10, to the District's General Fund.

Discussion: Unclaimed money consists of funds greater than fifteen (\$15) dollars, which are not the property of the District, but remain in the District's unclaimed funds account for three (3) or more years, or individual items of less than fifteen (\$15) dollars, which remain unclaimed for a period of (1) year. The unclaimed funds currently held include overpayments by District customers and an uncashed check payable to Ventura County Public Works. Staff has contacted the County and confirmed that the District's account shows a zero balance and the project to which the payment is related has been completed.

California Government Code Sections 50050 through 50056 provide for the disposition of unclaimed funds that are held with the District and remain unclaimed after a notice has been published once a week for two consecutive weeks in a newspaper of general circulation. Prior to publication, the District makes every effort to contact payees of unclaimed funds.

The District provided a notice of unclaimed funds in satisfaction of the requirement of Government Code Sections 50050 and 50051. The items published totaled \$923.49 and require Board approval to transfer to the District's general fund. Other items totaling \$39.61 are also held in the unclaimed funds account and may, per Government Code Section 50055, be transferred to the general fund without public notification.

California Government Code Section 50053 states that when any such money becomes the property of the District and is in an unclaimed funds account, the legislative body may transfer money by resolution to the general fund.

Text of Ad: **07/15/2022**

**CAMROSA WATER DISTRICT
PUBLIC NOTICE**

The following list of disbursements are unclaimed by the listed payees and held by the Camrosa Water District. If you have a claim against these funds, please contact Camrosa Water District, 7385 Santa Rosa Road, CA 93012, phone (805) 482-4677. Proper proof of claim and current identification must be provided before funds will be released. Funds not claimed by September 8, 2022, become the property of the Camrosa Water District. This notice and its contents are in accordance with California Government Code Section 50050.

<u>Check Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Payee</u>
08/01/2018	53001	\$73.41	Daniel Bleich
10/30/2018	53331	\$23.91	Connie Franco
12/05/2018	53451	\$749.78	County of Ventura Public Works
12/19/2022	53495	\$21.32	Benjamin Udy
02/20/2019	53727	\$16.56	Michele Bruegger
05/23/2019	54072	\$38.51	John Lewis
VCS 7/19 & 7/26/2022 Ad#5341516			

Resolution No: 22-15

A Resolution of the Board of Directors
of Camrosa Water District

**Authorizing Transfer of Unclaimed Funds
to the District's General Fund**

Whereas, unclaimed funds in the amount of \$963.10 are on deposit with the District; and

Whereas, California Government Code Sections 50050 and 50051 provide that money greater than fifteen dollars that is not property of the District and remains unclaimed for three years becomes the property of the District after notice has been published once a week for two consecutive weeks in a newspaper of general circulation and if no person has claimed the money or filed and served a verified complaint; and

Whereas, the District caused notice to be published in the Ventura County Star in satisfaction of the requirements of Government Code Section 50051; and

Whereas, no person has claimed the money or filed and served a verified complain; and

Whereas, unclaimed funds in the amount of \$963.10 are now the property of the District and are currently deposited in a special fund; and

Whereas, California Government Code Section 50053 provides that when an such money becomes the property of the District and is in an unclaimed funds account, the legislative body may transfer to the general fund;

Now, Therefore, Be It Resolved pursuant to the provisions of California Government Code Section 50053, that the unclaimed \$963.10, which has become the property of the District, shall be transferred to the District's general fund.

Adopted, Signed, and Approved this 22nd day of September 2022.

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

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

Board Memorandum

September 22, 2022

To: General Manager

From: Jozi Scholl, Customer Service Manager

Subject: Public Hearing to Consider Adoption of Proposed Modifications to Ordinance 39, Conflict of Interest Code

Objective: Conduct a Public Hearing and consider adoption of the proposed modifications to Ordinance 39-22, Conflict of Interest Code.

Action Required:

- 1) Convene a Public Hearing for the purpose of accepting public testimony regarding the adoption of proposed changes to Ordinance 39-22, Conflict of Interest Code;
- 2) Close the Public Hearing to discuss testimony taken; and
- 3) Adopt Ordinance 39-22, Conflict of Interest Code.

Discussion: The existing Ordinance 39 was last adopted on September 24, 2020, as required by Government Code. The Political Reform Act requires every government agency to review its Conflict of Interest Code biennially to determine if it is accurate or, alternatively, if the code must be amended.

The proposed changes reflect the change in titles approved by the Board on July 22, 2021. The proposal reflects the District's existing organizational structure and those employees whose responsibilities would require reporting conflicts of interest. Each position included in the ordinance is required to file the statement of economic interests with the Fair Political Practices Commission. The Ordinance follows the guidelines provided by the Clerk of the Board of Ventura County.

The proposed changes were presented to the Board on September 8, 2022. The Board set the public hearing date for September 22, 2022, to accept public input related to the modifications to this Ordinance. No changes have been made to the proposed Ordinance since the last Board meeting.

A notice of public hearing was posted beginning September 9, 2022 and was published in the Ventura County Star on September 12, 2022 and September 18, 2022.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

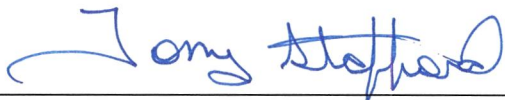
--Thursday, September 22, 2022 at 5:00pm--

CAMROSA WATER DISTRICT

7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to give the public an opportunity to comment on Ordinance 39 – Conflict of Interest Code for the Camrosa Water District.



Tony Stafford, General Manager

Text of Ad: **09/09/2022**

**NOTICE OF PUBLIC
HEARING**

NOTICE IS HEREBY
GIVEN that a Public
Hearing with the Camrosa
Water District Board of
Directors will be held:

**--Thursday, September 22,
2022 at 5:00pm--**

**CAMROSA WATER
DISTRICT**

**7385 Santa Rosa Road -
Camarillo, CA 93012
(805) 482-4677**

The purpose of this public
hearing is to give the public
an opportunity to comment
on Ordinance 39 - Conflict of
Interest Code for the
Camrosa Water District.

Tony Stafford, General
Manager

VCS 9/12 & 9/18/2022
Ad#5408143

2022 Local Agency Biennial Notice

Name of Agency: Camrosa Water District
Mailing Address: 7385 Santa Rosa Road Camarillo, CA 93012
Contact Person: Jozi Zabarsky Phone No. 805-256-3330
Email: Jozis@camrosa.com Alternate Email: _____

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☒ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☒ Include new positions
- ☐ Revise disclosure categories
- ☒ Revise the titles of existing positions
- ☒ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) _____

☐ **The code is currently under review by the code reviewing body.**

☐ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to: **E-Mail to: form700clerk@ventura.org**

or
**Mail to: Clerk of the Board of Supervisors
800 S. Victoria Avenue, L# 1920
Ventura, CA 93009-1920**

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

ORDINANCE NO. 39-22

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE CAMROSA WATER DISTRICT
AMENDING THE CONFLICT OF INTEREST CODE**

Whereas, the Political Reform Act, Government Code, Section 81000, et seq. requires local government agencies to adopt and promulgate Conflict of Interest Codes; and

Whereas, the Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., Section 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearing; and

Whereas, the terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Camrosa Water District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Camrosa Water District; and

Whereas, persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for the position in Exhibit A; and

Whereas, in preparing the form 700, designated filers need only disclose those financial interests falling within the disclosure categories designated for that filer's position as stated in Exhibits A and B; and

Whereas, Camrosa Water District has previously adopted as Ordinance No. 39, and Amendments thereto, a Conflict of Interest Code as required by the Government Code; and

Whereas, Camrosa Water District wishes to amend its Conflict of Interest Code concerning the employees designated in disclosure categories set forth to file Statements of Economic Interests with the Ventura County Clerk of the Board.

NOW, Therefore, Be It Ordained by the Camrosa Water District Board of Directors that District Ordinance No. 39, along with its Amendments, as previously adopted and amended, is hereby revoked and hereafter superseded by Ordinance 39-22.

Adopted, Signed, and Approved this 22nd day of September 2022.

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

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

2022 Exhibit A – Designated Positions and Filing Officers

Camrosa Water District

# OF POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER ¹
5	Board of Directors	1	COB
1	General Manager/Secretary	1	COB
1	Manager of Engineering & Operations -Capital Projects	1	COB
1	Manager of Finance Manager	1	COB
1	Manager of Customer Accounts and Business Manager	1	COB
1	I.T. & Special Projects Manager	1	COB
1	District Engineer	1	COB
1	Superintendent of Operations	1	COB
1	AGM/Water Resource & Regulatory Compliance	1	COB
1	Technical Services Advisor/Senior Inspector	1	COB
1	Water Quality & Environmental Compliance Supervisor	1	COB
1	Senior Accountant	1	COB
1	Legal Counsel	1	COB
1	Financial Consultant	1	COB
	Consultants ²	**	

¹ Filing Officer, Designated County Clerk of Board (COB).

² The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

DESIGNATED POSITIONS AND FILING OFFICERS

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER
5	Board of Directors	COB
1	General Manager/Secretary	COB
1	Manager of Finance Manager	COB
1	Financial Consultant	COB

2022 Exhibit A – Designated Positions and Filing Officers

Camrosa Water District

# OF POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER¹
5	Board of Directors	1	COB
1	General Manager/Secretary	1	COB
1	Manager of Engineering & Capital Projects	1	COB
1	Finance Manager	1	COB
1	Customer Service Manager	1	COB
1	I.T. & Special Projects Manager	1	COB
1	District Engineer	1	COB
1	Superintendent of Operations	1	COB
1	AGM/Water Resource & Regulatory Compliance	1	COB
1	Water Quality & Environmental Compliance Supervisor	1	COB
1	Senior Accountant	1	COB
1	Legal Counsel	1	COB
1	Financial Consultant	1	COB
	Consultants ²	**	

¹ Filing Officer, Designated County Clerk of Board (COB).

² The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

DESIGNATED POSITIONS AND FILING OFFICERS

Based on the foregoing, the following agency positions and/or consultants qualify as “other officials who manage public investments” and shall file Statements of Economic Interests (Form 700) pursuant to Government Code section 87200 et seq. with the below-designated Filing Officers:

# of POSITIONS	POSITION TITLE/CONSULTANT	FILING OFFICER
5	Board of Directors	COB
1	General Manager/Secretary	COB
1	Finance Manager	COB
1	Financial Consultant	COB

2022 EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trust in which the public official holds a business position or has an *investment* or other financial interest.

Category 3 – LAND DEVELOPMENT, construction AND TRANSACTION

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency.

Category 5 – REGULATION AND PERMITTING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before the designated position's agency.

Category 6 – FUNDING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which receive grants or other funding from or through the designated position's agency.

**APPENDIX – DESIGNATING OFFICIALS WHO
MANAGE PUBLIC INVESTMENTS**

Pursuant to Government Code section 87200 et seq., certain city and county officials, as well as all “other officials who manage public investments,” are required to disclose their economic interests in accordance with the Political Reform Act. This Appendix provides the relevant definitions for determining which public officials qualify as “other officials who manage public investments,” designates the agency’s positions which qualify as such, and states the Filing Officer for each designated position.

APPLICABLE DEFINITIONS

As set forth in 2 California Code of Regulations section 18701, the following definitions apply for the purposes of Government Code section 87200:

(1) “Other public officials who manage public investments” means:

- (A) Members of boards and commissions, including pension and retirement boards or commissions, or of committees thereof, who exercise responsibility for the management of public investments;
- (B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category shall not include officers and employees who work under the supervision of the chief or principal investment officers or the chief financial managers; and
- (C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B) above.

(2) “Public investments” means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

(3) “Public moneys” means all moneys belonging to, received by, or held by, the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity, and includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

(4) “Management of public investments” means the following non-ministerial functions: directing the investment of public moneys; formulating or approving investment policies; approving or establishing guidelines for asset allocations; or approving investment transactions.



Read File

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

- A. Change Order Listing
- B. 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	\$ 40,090.32								
	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 fosr ultrasonic sensor installation	
										\$ 774,882.06		
900-18-03		Effluent Pond Relining	\$ 1,501,500.00	\$ 215,365.90								
	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	uuuuuuuuuub	
					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	\$ 342,521.14								
	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		
					Union Materials Testing							
						4/18/2022 GM				\$ 4,480.00	testing and inspection services	
						9/14/2022 GM		CO#1		\$ 4,500.00	testing and inspection services	
										\$ 8,980.00		
600-20-02		Conejo Wellfield Treatment	\$ 11,275,000.00	\$ 1,016,917.21								
	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	

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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																													
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 6 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							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.																							
7385 Santa Rosa Road																														
Camarillo, CA 93012																														