

Board Agenda

Regular Meeting

Thursday, January 26, 2023

Camrosa Board Room

7385 Santa Rosa Road

5:00pm

HYBRID MEETING

The public is invited to attend this meeting in-person at our district office or virtually via Zoom.

To attend this board meeting via Zoom on your computer, tablet or smartphone, please click on the following link: <https://us02web.zoom.us/j/9235309144>. You'll need to download and install the Zoom app before logging on.

If you'd like to make a comment, you'll have to log in via the app so we can identify you and invite you to participate.

To listen in via phone, call **(669) 900-6833**; when prompted, enter the Webinar ID: **923 530 9144**.

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: 400 E. Tahquitz Canyon Way - Palm Springs, CA 92262

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. Teleconference Emergency Findings

Objective: Convene meetings of the Board of Directors via teleconference.

Action Required: The Camrosa Board of Directors has reconsidered the circumstances of the state of the emergency regarding COVID-19 and, having found that state and local officials continue to impose or recommend measures to promote social distancing, hereby determines to meet via teleconference and in-person (hybrid meeting).

2. Approve Minutes of the Regular Meeting of January 12, 2023

3. **Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$1,350,171.04.

Primary Agenda

4. **Market Salary Increase

Objective: Improve the District's ability to retain and attract talent.

Action Required:

- 1) Adopt a resolution Adjusting the District's Salary and Classification Schedule for Employees, and
- 2) Approve a market-based salary adjustment of ten percent for all District employees employed prior to July 1, 2022, and
- 3) Authorize the hiring of an Engineering & Capital Projects Manager.

5. Fleet Vehicles Lease

Objective: Enter into a 60-month fleet lease agreement.

Action Required: Authorize the General Manager to enter into a 60-month fleet lease agreement with Enterprise Fleet.

6. **Agreement for Audit Services

Objective: Extend agreement with CliftonLarsonAllen LLP (CLA) to conduct the annual audit of the district's financial statements.

Action Required: Authorize the General Manager to enter into an additional two-year agreement with CLA.

7. **Nomination of a Candidate to Serve as the Fox Canyon Groundwater Management Agency Board Member Representing Mutual Water Companies and Special Districts

Objective: Consider nominating and casting a ballot to elect a representative to the Fox Canyon Groundwater Management Agency (FCGMA).

Action Required: It is recommended that the Board of Directors select a nominee and adopt a resolution nominating a candidate as a Member of the Fox Canyon Groundwater Management Agency Board of Directors Representing Mutual Water Companies and Special Districts not Governed by the County Board of Supervisors.

8. Nomination of Board Officers

Objective: Accept nominations for Board Officers and elect new Officers for 2023.

Action Required: The Board may:

- 1) Accept nominations and elect the Camrosa Board President; and
- 2) Accept nominations and elect the Camrosa Board Vice President.

CLOSED SESSION: The Board may enter closed sessions to confidentially discuss pending litigation and personnel matters as authorized by Government codes 54957 and 54956.9(d)(4) respectively.

9. Closed Session Conference – Personnel Matters

Objective: Discuss personnel matters.

Action Required: No action necessary; for information only.

10. Closed Session Conference with Legal Counsel – Litigation Matters

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

Action Required: No action necessary; for information only.

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/

January 26, 2023

Board of
Directors
Agenda Packet

Board Memorandum

January 26, 2023

To: Board of Directors
From: Tony Stafford, General Manager
Subject: Teleconference Emergency Findings

Objective: Convene meetings of the Board of Directors via teleconference.

Action Required: The Camrosa Board of Directors has reconsidered the circumstances of the state of the emergency regarding COVID-19 and, having found that state and local officials continue to impose or recommend measures to promote social distancing, hereby determines to meet via teleconference and in-person (hybrid meeting).

Discussion: Assembly Bill 361, signed into law September 16, 2021, amends sections of the Government Code relating to open meetings during states of emergency or other conditions requiring the use of teleconferencing to conduct legislative business. The act requires certain periodic findings by the legislative body of a local agency to continue operating remotely during a state of emergency. These include (A) the reconsidering of the circumstances of the state of emergency and (B) the finding that any of the following circumstances exist: the state of emergency continues to directly impact the ability of the members to meet safely in person; and state or local officials continue to impose or recommend measures to promote social distancing.

All other requirements of AB 361, regarding the administration of remote meetings, including but not limited to the provision of access to the general public and efforts to maintain transparency of the Board's business, are regularly met.

Board Minutes

Regular Meeting

Thursday, January 12, 2023

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
Andy F. Nelson, Director

Absent: Timothy H. Hoag, Director

Staff: Tony Stafford, 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 Regular Meeting of December 15, 2022

The Board approved the Minutes of the Regular Meeting of December 15, 2022.

Motion: Nelson **Second:** Brown

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,340,042.47 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,340,042.47 with a correction to the year noted as 2028, instead of 2023.

Motion: Nelson **Second:** Brown

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

Primary Agenda

3. Reserves Reconciliation to Audited Cash

The Board authorized an adjustment to the District's unrestricted reserves in the amount of (\$119,710).

Motion: Brown **Second:** Foreman

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

4. Agreed Upon Procedures on the Investment Policy

The Board authorized the General Manager to enter into an agreement with and issue a purchase order, in the amount of \$12,000.00, to The Pun Group.

Motion: Nelson **Second:** Brown

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

5. Tyler Incode Cloud Implementation

The Board authorized the General Manager to enter into an agreement and issue a purchase order to Tyler, in the amount of \$26,754.00, to transition the District's financial system from on-premise to the cloud.

Motion: Brown **Second:** Foreman

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

6. County of Ventura Participation & Cost Sharing Agreements for Rancho Sierra Senior Apartments

The Board authorized the General Manager to execute a Participation and Cost Sharing Agreement with the County of Ventura (County) for a 50-unit senior apartment building at the County's Lewis Road Complex.

Motion: Nelson **Second:** Brown

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

7. Biosolids Removal at CWRF

The Board authorized the General Manager to enter into a five-year agreement with Synagro, LLC and issue a purchase order, in the amount of \$85,000.00, to Synagro.

Motion: Brown **Second:** Nelson

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

8. Meter and Meter Transmission Unit (MTU) Installations in Potable Zones 1 and 2

The Board took the following actions:

- 1) Appropriated additional funding from the potable capital replacement fund, in the amount of \$60,000.00, to the AMR AclaraOne +MTU Upgrade Zone 2 capital Improvement project, and
- 2) Authorized the General Manager to enter into an agreement and issue a purchase order with Concord Utility Services, in an amount not to exceed \$214,612.34, for installation of meters and meter MTUs.

Motion: Nelson **Second:** Foreman

Yes: Nelson-Brown-Foreman-West

Absent: Hoag

9. Market Salary Increase

Cancelled

CLOSED SESSION: The Board cancelled the closed sessions to confidentially discuss pending litigation and personnel matters as authorized by Government codes 54957 and 54956.9(d)(4) respectively.

10. Closed Session Conference – Personnel Matters

Cancelled

11. Closed Session Conference with Legal Counsel – Pending Litigation

Cancelled

Comments by General Manager

- None

Comments by Directors

- Director Nelson announced he will be attending CASA Conference next week.
- Director Foreman provided a handout and discussed the recent DWR California Snow Water Content report.

Adjournment

There being no further business, the meeting was adjourned at 5:32 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

January 26, 2023

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$1,350,171.04.

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

Payroll PR ME & PR 1-1	\$ 124,016.88
Accounts Payable 1/05/2023-01/18/2023	<u>\$ 1,226,154.16</u>
Total Disbursements	<u>\$ 1,350,171.04</u>

DISBURSEMENT APPROVAL

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

Tony L. Stafford, General Manager

Month of : December-22

CAL-Card Monthly Summary

Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
12/19/20	12/22/22	Smart & Final	\$515.21	Food for Camrosa Holiday BBQ	KW
11/23/22	12/22/22	Valuetronics	\$1,834.93	Antenna SWR Meter Repair	KW
12/12/22	12/22/22	Home Depot	\$170.53	Parts for CSUCI 4 water lube system	JS
12/12/22	12/22/22	Home Depot	\$172.14	Regulator for CSUCI 4 pressure regulator	JS
12/12/22	12/22/22	McMasterCarr	\$67.99	Parts for CSUCI 4 water lube system	JS
12/06/22	12/22/22	Smart and Final	\$202.24	Kitchen Supplies	JS
12/01/22	12/22/22	Vons	\$8.98	Baking soda	GM
12/01/22	12/22/22	Home Depot	\$69.09	Carwash Supplies	GM
11/21/22	12/22/22	Cole Parmer	\$87.31	Autoclave Thermometer	GM
12/12/22	12/22/22	Thomas Scientific	\$89.25	Laboratory Detergent	MP
12/09/22	12/22/22	Thomas Scientific	\$52.35	Laboratory Detergent	MP
12/01/22	12/22/22	Thomas Scientific	\$189.52	Pipettor Tips	MP
12/01/22	12/22/22	Renaissance	\$5.39	ACWA: coffee	IP
11/29/22	12/22/22	Renaissance	\$483.56	ACWA: hotel stay	IP
12/02/22	12/22/22	Thinking2	\$160.00	web site hosting and upkeep	IP
11/30/22	12/22/22	zoom	\$278.90	teleconferencing for Board & staff meetings	IP
12/19/22	12/22/22	Smart and Final	\$157.02	Cooking Supplies for Holiday BBQ	CP
12/06/22	12/22/22	Smart and Final	\$38.68	Kitchen Supplies	CP
12/20/22	12/22/22	Costal Pipco	\$167.09	Piping for ammonia injection @ CWRF	JK
12/09/22	12/22/22	Red Wing Shoe Store	\$332.45	Safety boots for new employee (Johnny)	JK
11/23/22	12/22/22	Red Wing	\$321.73	Safety Boots	JN
12/21/22	12/22/22	Lowe's	\$163.45	Salt Bags for Penny Well	JN
11/22/22	12/22/22	VC Metals	\$98.15	Material for mounting cameras at Lynnwood & Conejo	BB
12/01/22	12/22/22	VALERO CAMARILLO	\$44.44	PROPANE/ FORK LIFT	MS
11/29/22	12/22/22	OIL CHANGER	\$70.68	OIL CHANGE For Vehicle #40	MS
12/21/22	12/22/22	B&B Do-It-Center	\$42.44	Tape & Supplies	RM
12/15/22	12/22/22	Jinky's Café	\$52.04	Business meeting w/las virgenes	TS
01/02/22	12/22/22	CarWashClub	\$56.99	monthly vehicle wash	TS
12/01/22	12/22/22	Circle K	\$85.07	ACWA Conference - Auto Fuel	TS
12/01/22	12/22/22	Hyatt	\$497.40	ACWA Conference - Hotel	TS
11/30/22	12/22/22	Mamma's Italian Re	\$76.92	ACWA Conference - lunch Andy, Gene	TS
11/30/22	12/22/22	Mimmo's	\$220.45	ACWA Conference - dinner Gene, TerryF, Andy	TS
11/29/22	12/22/22	BaBaLoo Lounge	\$199.01	ACWA Conference - dinner Gene, Ian, Andy, TerryF	TS
11/22/22	12/22/22	AWWA	\$349.00	Salary Survey	TS
12/19/22	12/22/22	Network Solutions	\$9.97	ASRGSA.COM monthly hosting and forwarding	JW
12/19/22	12/22/22	Spectrum	\$86.56	Spectrum Cable	JW
12/17/22	12/22/22	Browning Wireless	\$34.99	Monthly security camera fee - Lynnwood Well and Conejo Wellfield	JW
12/16/22	12/22/22	Mailchimp	\$59.00	Email blasts outreach/Monthly Fee	JW
12/14/22	12/22/22	Carrera Business Solutions	\$3,668.18	Acronis server backup software and Annual subscription renewal	JW
12/11/22	12/22/22	Callfire	\$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)	JW
12/08/22	12/22/22	Show Me Cables	\$176.22	Communication switches, 66-PunchDown Block, cables to finish Sat/POTs dial in to UHF system	JW
12/01/22	12/22/22	Google.com	\$144.00	google corporate email domain - camrosawaterdistrict.org monthly charges - currently 12 seats	JW
11/26/22	12/22/22	Spectrum	\$1,249.00	Spectrum Internet	JW
12/06/22	12/22/22	technical learning college	\$100.00	training	KK
12/02/22	12/22/22	technical learning college	\$200.00	training	KK
11/30/22	12/22/22	Valvoline Instant Oil change	\$61.02	service vehicle 35	KK
12/20/22	12/22/22	Smart & Final	\$112.01	Kitchen Supplies	DA
12/15/22	12/22/22	Aswell Trophy	\$42.55	Desk Bar (Andy Nelson)	DA
12/14/22	12/22/22	Staples	\$118.99	Office Supplies	DA
12/01/22	12/22/22	Backgrounds Online	\$105.50	Background checks for new EEs	DA
12/19/22	12/22/22	America's Tire	\$35.22	Truck #23 Tire Repair	CS
12/06/22	12/22/22	OPC State Waterboard	\$4.24	Renewal T2	CS
12/06/22	12/22/22	CWEA	\$160.00	Renewal T2	CS
11/30/22	12/22/22	The Home Depot	\$32.14	Trash Bags	CS
12/01/22	12/22/22	CWEA	\$95.00	PM-1 Renewal	CS
11/30/22	12/22/22	CWEA	\$285.00	CSM-1, E&I-1, LA-1 Renewal	CS
11/30/22	12/22/22	CWEA	\$202.00	CWEA Membership Renewal	CS
11/22/22	12/22/22	Trail Cam Pro	\$157.40	Solar Panels for Conejo/Lynnwood Cameras	CS
			\$14,598.39		

Camrosa Water District

Accounts Payable Period:

1/05/2023-01/18/2023

Expense	Account Description	Amount
10302	Escrow Account-Cushman	29985.25
11100	AR Other	
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	9185.00
13000	Land	
13400	Construction in Progress	703584.03
20053	Current LTD Bond 2016	
20052	Current LTD Bond 2012	
20400	Contractor's Retention	-32650.00
20250	Non-Potable Water Purchases	
23001	Refunds Payable	851.17
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	242631.06
50020	Pumping Power	141788.65
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	
50135	PERS Retirement	
50200	Utilities	7327.32
50210	Communications	1232.76
50220	Outside Contracts	53671.48
50230	Professional Services	2639.00
50240	Pipeline Repairs	9999.67
50250	Small Tool & Equipment	87.31
50260	Materials & Supplies	35070.81
50270	Repair Parts & Equip Maint	6437.97
50280	Legal Services	349.61
50290	Dues & Subscriptions	3250.00
50300	Conference & Travel	1813.67
50310	Safety & Training	1700.40
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	7199.00
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$1,226,154.16

Expense Approval Report

By Vendor Name

Payable Dates 1/5/2023 - 1/18/2023 Post Dates 1/5/2023 - 1/18/2023

Camrosa Water District, CA

Payment Num	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Or	Amount
Vendor: INT03 - INTERA INCORPORATED							
82	01/18/2023	INTERA INCORPORATED	12-22-86	Santa Rosa GSP	Prof services	FY22-0136-R1	23913.9
83	01/17/2023	THE HATHAWAY LAW FIRM, LLP	202970	GSA Legal Services	Legal services		30.58
TOTAL VEVDOR PAYMENTS-GSA							\$ 23,944.48
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3365	01/11/2023	DEPOSIT ONLY-CAMROSA WTR	1-12-22 AP	Transfer to Disbursements Account	Transfer to disbursements-hi		330000
3366	01/11/2023	DEPOSIT ONLY-CAMROSA WTR	1-12-23-PR	Transfer to Disbursements Account	Transfer to disbursements-hi		140000
3367	01/16/2023	DEPOSIT ONLY-CAMROSA WTR	1-16-23-AP	Transfer to Disbursements Account	Transfer to disbursements-hi		370000
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							840000
58907	01/17/2023	ACLARA TECHNOLOGIES	23100046	Maintenance Support-Aclara	Prepaid maint agreements		9185
58908	01/16/2023	AIRGAS USA, LLC.	9994120664	Materials & Supplies - CO2 for TR Well	Materials & supplies		134.42
Vendor: ALL14 - ALLCONNECTED INC							
58909	01/13/2023	ALLCONNECTED INC	106355	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	9278.74
58909	01/13/2023	ALLCONNECTED INC	43284	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	3560.71
58909	01/13/2023	ALLCONNECTED INC	43284a	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	-3701.49
58909	01/13/2023	ALLCONNECTED INC	43304	AllConnected Managed IT/OT Services and Support	Outsd contracts	FY23-0003	9160.26
Vendor ALL14 - ALLCONNECTED INC Total:							18298.22
58910	01/16/2023	AMERICAN PUBLIC WORKS CONSULTING ENGINEERS, LLC	Pymt 15	Additional Project Management services	Construction in progress	FY22-0011-R1	4805
58911	01/18/2023	AWA	06/14520	2023 Annual Membership Dues	Dues & subscrip		3250
58912	01/12/2023	BARLOW/WILLIAMS REALTY	00000710-A	Overpayment Refund Closed Acct- 6276 Irena Ave	Refunds payable		73.77
58913	01/12/2023	BETTY RETTIER	00003535-A	Overpayment Refund Closed Acct- 5004 Alta Colina	Refunds payable		20.27
58914	01/17/2023	BOUTWELL*FAY LLP	36371	457 Plan Legal Services	Legal services		105
58915	01/16/2023	BROOKE E LAMBERT	00010191	Deposit Refund Act 10191 - 5028 Verdugo Way	Refunds payable		15.65
Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT							
1129	01/16/2023	CALLEGUAS MUNICIPAL WATER DISTRICT	124722	Water Putchase Potable	Water purchases		156277.17
1129	01/16/2023	CALLEGUAS MUNICIPAL WATER DISTRICT	124722	Water Putchase N-P	Water purchases		2673.34
1129	01/16/2023	CALLEGUAS MUNICIPAL WATER DISTRICT	124722	Water Purchase-Fixed Charge	CMWD Fixed Charges		74142
1129	01/16/2023	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP125222	SMP CMWD - SMP Pipeline Fee	SMP CWD-RMWTP		8467.03
1129	01/16/2023	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP125222	SMP CMWD - SMP Pipeline Fee	SMP CMWD		1071.52
Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total:							242631.06
Vendor: CAN03 - Cannon Corporation							
58916	01/16/2023	Cannon Corporation	83149	Design Camsprings new waterline under Conejo Creek	Construction in progress	FY22-0273-R1	511.5
58916	01/16/2023	Cannon Corporation	83217	Contract Services	Outsd contracts	FY22-0081-R1	870
58916	01/16/2023	Cannon Corporation	83220	Contract Construction Inspection Services	Outsd contracts	FY23-0042	4981
58916	01/16/2023	Cannon Corporation	83221	Contract Construction Inspection Services	Outsd contracts	FY23-0042	727
58916	01/16/2023	Cannon Corporation	83222	Contract Construction Inspection Services	Outsd contracts	FY23-0042	3796.5
Vendor CAN03 - Cannon Corporation Total:							10886
58917	01/16/2023	CENTRAL COMMUNICATIONS	000027-705-351	After Hours Call Center	Communications		471
58918	01/16/2023	Central Courier LLC	52398	Courier Service	Outsd contracts		331.79
58919	01/18/2023	CITY OF CAMARILLO	2023 Encroachment f	Annual Blanket Encroachment Permit	Fees & charges		5494
58920	01/12/2023	CITY OF THOUSAND OAKS	11-01-22 th 1-01-23	City of Thousand Oaks Sewer Service Read Rd Trct	Outsd contracts		1110.6

58921	01/16/2023	Core & Main LP	S127125	Penny Well Degasifier - Parts	Construction in progress	FY23-0134	2631.55
58922	01/18/2023	CORELOGIC INFORMATION SOLUTIONS, INC	30645289	On-Line Ventura Cty Assessors Parcel Info	Outsd contracts		159.14
58923	01/13/2023	COUNTY OF VENTURA PUBLIC WORKS	348295	Annual Excavation Permit	Fees & charges		1705
58924	01/12/2023	CULLIGAN OF VENTURA COUNTY	Jan23-2010478	Water Softener - Penny Well	Outsd contracts		80.5
58925	01/17/2023	E.J. HARRISON & SONS INC	5225	Trash Removal -CWRF	Outsd contracts		494.59
58926	01/13/2023	Enhanced Landscape Development, Inc	95968	Landscaping	Outsd contracts		2082
Vendor: ENT01 - ENTERPRISE FLEET SERV INC							
1130	01/17/2023	ENTERPRISE FLEET SERV INC	FBN4628907	Monthly Vehicle Leasing Charges	Outsd contracts		6917.01
1130	01/17/2023	ENTERPRISE FLEET SERV INC	FBN4652321	Monthly Vehicle Leasing Charges-January 2023	Outsd contracts		6917.01
Vendor ENT01 - ENTERPRISE FLEET SERV INC Total:							13834.02
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
58927	01/18/2023	FAMCON PIPE & SUPPLY, INC	S100094585-001	Leak Repair WO#17018155- 9204 Worth Wy	Pipeline repairs		895.54
58927	01/18/2023	FAMCON PIPE & SUPPLY, INC	S100094734-001	Leak Repair-WO#17033313- Village 19	Pipeline repairs		583.33
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							1478.87
58928	01/18/2023	FERGUSON WATERWORKS #1083	0005462	Distribution Valve Replacement	Construction in progress	FY23-0128	6911.73
Vendor: *FRB* - First Republic Bank							
1131	01/16/2023	First Republic Bank	Retention Pymt 11	Retnetion Pymt 11-CUS05	Escrow Account-James Cushn		21435
1131	01/16/2023	First Republic Bank	Retention Pymt 12	Retention Pymt 12	Escrow Account-James Cushn		8550.25
Vendor *FRB* - First Republic Bank Total:							29985.25
58929	01/17/2023	FRUIT GROWERS LAB. INC.	219504A	Outside Lab Work for CWRF	Outsd contracts		158
58930	01/16/2023	GEIGER ENTERPRISES, INC.	23-162	Materials & Supplies - FUEL	Materials & supplies		2903.99
Vendor: GEN06 - GENERAL PUMP COMPANY, INC							
58931	01/17/2023	GENERAL PUMP COMPANY, INC	29651	Extra Work - New Column Pipe	Construction in progress	FY22-0072-R1	60541.75
58931	01/18/2023	GENERAL PUMP COMPANY, INC	29890	Repair Part - PV Well - Rental Motor	Repair parts & equipment		3574
Vendor GEN06 - GENERAL PUMP COMPANY, INC Total:							64115.75
58932	01/16/2023	GEOSCIENCE SUPPORT SERVICES INC.	CWD-01-22-02	University Well Rehabilitation	Construction in progress	FY23-0109	1605
Vendor: SMA05 - HADRONEX INC.							
58933	01/18/2023	HADRONEX INC.	24533	Smart Covers Field Repair	Outsd contracts	FY23-0151	873.5
58933	01/18/2023	HADRONEX INC.	24534	Smart Covers Field Repair	Outsd contracts	FY23-0151	195
Vendor SMA05 - HADRONEX INC. Total:							1068.5
Vendor: CUS05 - JAMES C. CUSHMAN, INC.							
58906	01/17/2023	JAMES C. CUSHMAN, INC.	Pymt 11	GAC Construction	Construction in progress	FY22-0179-R1	428700
58906	01/17/2023	JAMES C. CUSHMAN, INC.	Retention Pymt 11	Retention Payment 11	Contractor's retention		-21435
58934	01/16/2023	JAMES C. CUSHMAN, INC.	Pymt 12	GAC Construction	Construction in progress	FY22-0179-R1	171005
58934	01/16/2023	JAMES C. CUSHMAN, INC.	Retention Pymt 12	Retention Pymt 12	Contractor's retention		-8550.25
Vendor CUS05 - JAMES C. CUSHMAN, INC. Total:							569719.75
58935	01/12/2023	JAN LADEW	00011926-A	Overpayment Closed Acct- 5005 Rexton Dr	Refunds payable		63.81
58936	01/12/2023	JENNIFER KHAKI	00003107	Deposit Refund Act 3107 - 5643 Holly Ridge Dr	Refunds payable		45.09
58937	01/12/2023	JEREMY LILE	00002032	Deposit Refund Act 2032 - 38 Deloz Dr	Refunds payable		59.98
58938	01/12/2023	JOSE LUIS LOZA III	00002135	Deposit Refund Act 2135 - 185 Calle Tamega	Refunds payable		87.14
Vendor: KEN04 - KENNEDY/JENKS CONSULTANTS							
58939	01/18/2023	KENNEDY/JENKS CONSULTANTS	155687	Grant Program (Kennedy/Jenks)	Prof services	FY22-0271-R1	2184
58939	01/17/2023	KENNEDY/JENKS CONSULTANTS	160518	Grant Program (Kennedy/Jenks)	Prof services	FY22-0271-R1	455
Vendor KEN04 - KENNEDY/JENKS CONSULTANTS Total:							2639
58940	01/16/2023	LOREN LARSON	00006996	Overpayment Refund Act 6996- 607 Aliento Wy	Refunds payable		80.87
58941	01/12/2023	MARK VANSTONE	00001216	Overpayment Refund Close Act - 811 Vista Arriago	Refunds payable		6.31
58942	01/12/2023	MERCEDES ADAMOS	00002928	Deposit Refund Act 2928- 1807 Old Ranch Rd	Refunds payable		20.18

58943	01/12/2023	MOLLY CARTER	00003306	Deposit Refund Act 3306 - 1347 El Lazo Ct	Refunds payable	31.06
Vendor: NOR07 - NORTHSTAR CHEMICAL						
58944	01/13/2023	NORTHSTAR CHEMICAL	243062	Materials and Supplies -Chemicals TR Well	Materials & supplies	1169.31
58944	01/13/2023	NORTHSTAR CHEMICAL	243063	Chemicals - Woodcreek/Lynwood	Materials & supplies	3392.18
Vendor NOR07 - NORTHSTAR CHEMICAL Total:						4561.49
58945	01/18/2023	OCCU-MED, LTD.	0123711oa	Physicals for new EE's	Outsd contracts	808.25
Vendor: OLI01 - OLIN CORP-CHLOR ALKALI						
58946	01/17/2023	OLIN CORP-CHLOR ALKALI	900198772	Materials & Supplies - Chemicals CWRP	Materials & supplies	10442.5
58946	01/17/2023	OLIN CORP-CHLOR ALKALI	900217049	Materials & Supplies - Chemicals CWRP	Materials & supplies	10442.5
Vendor OLI01 - OLIN CORP-CHLOR ALKALI Total:						20885
58947	01/16/2023	PERLITER & INGALSBE	18759	Additional Eng. Support Services	Construction in progress REQ00057-R5	225
58948	01/13/2023	PURETEC INDUSTRIAL WATER	2042962	Deionized Water Service	Materials & supplies	81.13
58949	01/12/2023	RANDY BENNETT	00006368	Deposit Refund Act 6368 - 860 Via Pacheco	Refunds payable	48.66
Vendor: RPB01 - RP Barricade, Inc						
58950	01/13/2023	RP Barricade, Inc	62243	Leak Repair-WO#16945018-Encroachment Permit	Pipeline repairs	275
58950	01/13/2023	RP Barricade, Inc	62244	Leak Repair-WO#16870394-Encroachment Permit	Pipeline repairs	275
Vendor RPB01 - RP Barricade, Inc Total:						550
58951	01/13/2023	SAWYER PETROLEUM	S145923	Materials and Supplies - Oil for Well Motors	Materials & supplies	963.43
Vendor: SCF01 - SC Fuels						
58952	01/13/2023	SC Fuels	2298632IN	Material & Supplies - FUEL	Materials & supplies	823.69
58952	01/13/2023	SC Fuels	2302133IN	Material & Supplies - FUEL	Materials & supplies	1317.71
Vendor SCF01 - SC Fuels Total:						2141.4
58953	01/12/2023	SHIMA LARA	00011541	Deposit Refund Act 11541 - 4864 Safron Ct	Refunds payable	50.76
58954	01/13/2023	SM TIRE, INC.	248559	Repair Parts - Tilly Tire Repair	Repair parts & equipment	275.24
Vendor: SCE01 - SOUTHERN CALIF. EDISON						
1132	01/17/2023	SOUTHERN CALIF. EDISON	January 2023	January 2022 Usage Charges	Pumping power Potable	42908.6
1132	01/17/2023	SOUTHERN CALIF. EDISON	January 2023	January 2022 Usage Charges	Pumping Power-RMWTP	13661.45
1132	01/17/2023	SOUTHERN CALIF. EDISON	January 2023	January 2022 Usage Charges	Pumping power N-P	85218.6
1132	01/17/2023	SOUTHERN CALIF. EDISON	January 2023	January 2022 Usage Charges	Utilities	5614.36
Vendor SCE01 - SOUTHERN CALIF. EDISON Total:						147403.01
Vendor: SCG01 - SOUTHERN CALIFORNIA GAS						
1133	01/12/2023	SOUTHERN CALIFORNIA GAS	December 2022	Usage Charges Dec 2022- Acct 123-787-1794-1	Utilities	14.79
1133	01/12/2023	SOUTHERN CALIFORNIA GAS	December 2022-A	Usage Charges Dec 2022- Acct 170-013-9900-9	Utilities	449.17
Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total:						463.96
58955	01/12/2023	TAREK BUYS HOUSES, LLC.	00003936-A	Overpayment Close Acct Refund-6167 Armitos Dr	Refunds payable	247.62
Vendor: HAT01 - THE HATHAWAY LAW FIRM, LLP						
58956	01/17/2023	THE HATHAWAY LAW FIRM, LLP	202973	PFAS Legal Services	Legal services	82.68
58956	01/17/2023	THE HATHAWAY LAW FIRM, LLP	202973	PFAS Legal Services	Legal services	76.32
58956	01/17/2023	THE HATHAWAY LAW FIRM, LLP	202973	PFAS Legal Services	Legal services	85.61
Vendor HAT01 - THE HATHAWAY LAW FIRM, LLP Total:						244.61
Vendor: THO09 - THOMAS SCIENTIFIC						
58957	01/17/2023	THOMAS SCIENTIFIC	2787999	Laboratory Materials & Supplies`	Materials & supplies	58.19
58957	01/17/2023	THOMAS SCIENTIFIC	2848357	Laboratory Materials & Supplies	Materials & supplies	282.52
58957	01/17/2023	THOMAS SCIENTIFIC	2848904	Laboratory Materials & Supplies	Materials & supplies	128.13
Vendor THO09 - THOMAS SCIENTIFIC Total:						468.84
58958	01/18/2023	TURF CONSTRUCTION, INC.	14574	Leak Repair - Hydrant Bury	Pipeline repairs FY23-0152	7970.8
1134	01/18/2023	U.S. BANK CORPORATE	22-Dec	Credit Card Purchases	Credit Card Payment	14598.39

58959	01/17/2023	UNIFIED FIELD SERVICES CORPORATION	Pymt 17	PV Well No. 2 Construction Services	Construction in progress	FY22-0010-R1	26647.5
58959	01/17/2023	UNIFIED FIELD SERVICES CORPORATION	Retention-Pymt 17	Retention - Payment 17	Contractor's retention		-2664.75
Vendor UNI12 - UNIFIED FIELD SERVICES CORPORATION Total:							23982.75

58960	01/13/2023	UNIFIRST CORPORATION	328-1441456	Uniform Cleaning Service	Outsd contracts	138.33
58960	01/13/2023	UNIFIRST CORPORATION	328-1441463	Office Cleaning Supplies - Mat-Towel Service	Outsd contracts	69.16
58960	01/16/2023	UNIFIRST CORPORATION	328-1443386	Uniform Cleaning Service	Outsd contracts	138.33
58960	01/16/2023	UNIFIRST CORPORATION	328-1443394	Office Cleaning Supplies - Towel - Mat Service	Outsd contracts	76.35
Vendor UNI08 - UNIFIRST CORPORATION Total:						422.17

TOTAL VENDOR PAYMENTS-CAMROSA	\$	1,226,154.16
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DFT0004384	01/06/2023	CAL PERS 457 PLAN	INV0012595	Deferred Compensation	Deferred comp - ee paid	22597
DFT0004397	01/12/2023	CAL PERS 457 PLAN	INV0012616	Deferred Compensation	Deferred comp - ee paid	1669.46
Vendor PER05 - CAL PERS 457 PLAN Total:						24266.46

DFT0004396	01/06/2023	EMPLOYMENT DEVELOP. DEPT.	INV0012614	Payroll-SIT	P/R-sit	829.4
DFT0004412	01/12/2023	EMPLOYMENT DEVELOP. DEPT.	INV0012633	Payroll-SIT	P/R-sit	3829.3
Vendor EDD01 - EMPLOYMENT DEVELOP. DEPT. Total:						4658.7

DFT0004387	01/06/2023	HealthEquity	INV0012599	HSA-Employee Contribution	HSA Contributions Payable	49.03
DFT0004388	01/06/2023	HealthEquity	INV0012600	HSA Contributions	HSA Contributions Payable	25
DFT0004400	01/12/2023	HealthEquity	INV0012620	HSA-Employee Contribution	HSA Contributions Payable	373.07
DFT0004401	01/12/2023	HealthEquity	INV0012621	HSA Contributions	HSA Contributions Payable	150
					Vendor HEA02 - HealthEquity Total:	597.1

1122	01/06/2023	LINCOLN FINANCIAL GROUP	INV0012609	Profit Share Contribution	Profit share contributions	277.76
1126	01/12/2023	LINCOLN FINANCIAL GROUP	INV0012629	Profit Share Contribution	Profit share contributions	2413.57
Vendor RFS01 - LINCOLN FINANCIAL GROUP Total:						2691.33

DFT0004409	01/12/2023	UNITED STATES TREASURY	INV0012630	FIT	P/R-fit	12166.8
DFT0004395	01/06/2023	UNITED STATES TREASURY	INV0012613	Payroll- Medicare Tax	P/R - ee medicare	3884.36
DFT0004410	01/12/2023	UNITED STATES TREASURY	INV0012631	Payroll-Social Security Tax	P/R - ee social security	137.88
Vendor UNI10 - UNITED STATES TREASURY Total:						16189.04

TOTAL PAYROLL VENDOR PAYMENTS -CAMROSA	\$	124,016.88
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Board Memorandum

January 26, 2023

To: Board of Directors

From: General Manager

Subject: Market Salary Increase

Objective: Improve the District's ability to retain and attract talent.

Action Required:

- 1) Adopt a resolution Adjusting the District's Salary and Classification Schedule for Employees, and
- 2) Approve a market-based salary adjustment of ten percent for all District employees employed prior to July 1, 2022, and
- 3) Authorize the hiring of an Engineering & Capital Projects Manager.

Discussion: Camrosa has a talented, hardworking staff. The goal is to retain existing talent and attract new. The first two action items above are needed to ensure that happens. The recommended adjustments can be made without increasing the budget.

It has become apparent that we are no longer competitive when it comes to the retention of existing employees and our ability to fill vacant positions. This is mainly due to our pay. There have been seven employees leave the District in the past two years to go to work at other agencies and we are having a difficult time filling those vacancies. We made five offers in 2022 alone that were rejected by the applicant because of salary. The annual Consumer Price Index (CPI) from 2021 to 2022 has increased by 7.5%.

We adopted a Strategic Plan in October of 2022 that reinforced the District's strategic process of building self-reliance and one of the five goals is *Service Excellence Through Organizational Development*:

Service Excellence Through Organizational Development: The Camrosa Water District is committed to service excellence through organizational development by hiring, training, and retaining the highest quality employees and providing them with the tools to grow in their professional and personal development.

To fulfill that commitment, our salaries need to be more competitive.

The Board approved a contract with Woodard and Curran to develop a Facilities Master Plan that will be completed this summer. In parallel to the development of the Facilities Master Plan we are developing a near-term plan identifying projects that can be completed in the next five years and that will support our building self-reliance. With the facilities that have gone on-line in recent years, the anticipated new projects, and succession planning, it is important that we are properly staffed. In FY2021-22, the District budgeted for 25 full-time employees. Understanding the staffing needs, the Board approved the

FY2022-23 budget which included the addition of four new employees. We started FY2022-23 with 23 full-time employees and budgeted for 29 positions.

Our immediate need is to fill two vacant Operations & Maintenance positions and one new Engineering & Capital Projects Manager position. The Engineering & Capital Projects Manager position will be responsible for the planning, development, budgeting, and construction management of capital projects to ensure projects are completed expeditiously and under budget.

Approval of the salary schedule and salary adjustment will improve our ability to retain and attract the highest quality employees. Approval of the recommended actions and successful recruitment for the three positions can be accomplished within our existing FY2022-23 Budget. It will bring the number of full-time District employees to 27.

The General Manager's salary agreement is established separately.

Attachments:

- Resolution
- Proposed Salary Schedule

Resolution No: 23-01

A Resolution of the Board of Directors
of Camrosa Water District

**Adjusting the District's Salary and
Classification Schedule for Employees**

Whereas, the Board of Directors shall establish by resolution a Salary and Classification Schedule consisting of salary rates allocated to salary ranges; and

Whereas, except as otherwise provided herein, employees shall receive compensation provided in the Salary and Classification Schedule for the classification of the position in which they are employed; and

Whereas, the Salary and Classification Schedule shall include a descriptive title, salary ranges, and the number of allocated positions; and

Whereas, the General Manager shall recommend to the Board of Directors changes in the Salary and Classification Schedule to meet the needs of the District; and

Whereas, such changes may include but not be limited to a new position, salary range adjustment for the position, reclassification of the position only, or reclassification of the incumbent within the position, and must be submitted to the Board of Directors for approval; and

Whereas, the General Manager may appoint new employees within the salary range of the classifications in accordance with the Salary and Classification Schedule; and

Whereas, the District's Salary and Classification Schedule attached hereto shall add a new Engineering & Capital Projects Manager and adjust the maximum salary ranges of all positions; and

Now, Therefore, Be It Resolved that the Camrosa Water District Board of Directors hereby adopts the Salary and Classification Schedule effective January 21, 2023.

Adopted, Signed, and Approved this 26th day of January, 2023.

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

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

CAMROSA WATER DISTRICT SALARY SCHEDULE

SALARY AND CLASSIFICATION SCHEDULE

Effective: January 21, 2023

Position	Minimum	Max	Proposed Max	FTE	FLSA	Time Base
Assistant General Manager/Water Resources & Regulatory Compliance	\$ 130,000	\$ 185,000	\$ 260,000	1	N	Annually
Chief Plant Operator	\$ 75,000	\$ 100,000	\$ 150,000	1	Y	Annually
Customer Service Manager	\$ 100,000	\$ 135,000	\$ 200,000	1	N	Annually
Customer Service Representative/ Accounts Payable Technician	\$ 45,000	\$ 67,500	\$ 90,000	1	Y	Annually
Customer Service Representative/Administrative Assistant	\$ 45,000	\$ 67,500	\$ 90,000	1	Y	Annually
District Engineer	\$ 110,000	\$ 160,000	\$ 220,000	1	N	Annually
Engineering & Capital Projects Manager	\$ 110,000	\$ 175,000	\$ 220,000	1	N	Annually
Field Service Technician I	\$ 40,000	\$ 55,000	\$ 80,000	0	Y	Annually
Field Service Technician II	\$ 45,000	\$ 60,000	\$ 90,000	2	Y	Annually
Finance Manager	\$ 110,000	\$ 170,000	\$ 220,000	1	N	Annually
General Manager	\$ 248,250.60	\$ 248,250.60		1	N	Annually
GIS Specialist	\$ 55,000	\$ 80,000	\$ 110,000	0	Y	Annually
I.T. and Special Projects Manager	\$ 110,000	\$ 180,000	\$ 220,000	1	N	Annually
IT Coordinator	\$ 75,000	\$ 105,000	\$ 150,000	0	Y	Annually
Instrumentation Technician	\$ 65,000	\$ 95,000	\$ 130,000	2	Y	Annually
Laboratory Analyst I	\$ 45,000	\$ 60,000	\$ 90,000	1	Y	Annually
Laboratory Analyst II	\$ 60,000	\$ 90,000	\$ 120,000	1	Y	Annually
Laboratory Supervisor	\$ 90,000	\$ 120,000	\$ 180,000	0	N	Annually
Senior Accountant	\$ 75,000	\$ 105,000	\$ 150,000	1	N	Annually
Senior Customer Service Representative	\$ 65,000	\$ 85,000	\$ 130,000	0	Y	Annually
Senior Customer Service Representative/Specialist	\$ 70,000	\$ 97,365	\$ 140,000	1	Y	Annually
Senior Field Service Technician	\$ 55,000	\$ 70,000	\$ 110,000	0	Y	Annually
Senior System Operator	\$ 75,000	\$ 105,000	\$ 150,000	2	Y	Annually
Superintendent of Operations	\$ 110,000	\$ 155,000	\$ 220,000	1	N	Annually
System Field Supervisor	\$ 80,000	\$ 110,000	\$ 160,000	0	Y	Annually
System Operator I	\$ 55,000	\$ 75,000	\$ 110,000	4	Y	Annually
System Operator II	\$ 60,000	\$ 90,000	\$ 120,000	2	Y	Annually
Water Loss Control Coordinator	\$ 80,000	\$ 100,000	\$ 160,000	1	Y	Annually
Water Quality & Environmental Compliance Supervisor	\$ 100,000	\$ 142,371	\$ 200,000	1	N	Annually
				29		
Board Member (per Meeting)	\$ 200.00	\$ 200.00			N	Per Meeting
Part-Time Student/Paid Internship	\$ 16.00	\$ 35.00			Y	Hourly
Part-Time/Temporary Employee	\$ 16.00	\$ 35.00			Y	Hourly

Board Memorandum

January 26, 2023

To: General Manager

From: Kevin Wahl, Superintendent of Operations

Subject: Fleet Vehicles Lease

Objective: Enter into a 60-month fleet lease agreement.

Action Required: Authorize the General Manager to enter into a 60-month fleet lease agreement with Enterprise Fleet.

Discussion: Camrosa operates a fleet of 19 vehicles, twelve of which are currently leased through Enterprise Fleet. The new leased vehicles will consist of an end-of-term replacement F-250 and four Ford Rangers for a Wastewater Operator, Treatment Operator, Laboratory Analyst, and a Water Loss Control Coordinator.

Camrosa began leasing fleet vehicles in 1997. Leasing vehicles for a 60-month term allows the District to maintain a safe and reliable fleet while minimizing maintenance and repair costs.

The proposed 60-month lease agreement for the five new vehicles is \$3,995.13 per month. This includes four Ford Rangers and one F-250 Super Duty. All vehicles will come with the necessary safety and utility equipment pre-installed. This includes LED work lights; traffic control bars; and front, side, and rear strobe lights. The Rangers will include cross-bed toolboxes and safety racks. The F-250 will include a utility toolbox and ladder rack.

This is an expensed line item in the current Fiscal Year 2022-23 budget. There are sufficient funds available.

Board Memorandum

January 26, 2023

To: General Manager

From: Tamara Sexton, Finance Manager

Subject: Agreement for Audit Services

Objective: Extend agreement with CliftonLarsonAllen LLP (CLA) to conduct the annual audit of the district's financial statements.

Action Required: Authorize the General Manager to enter into an additional two-year agreement with CLA.

Discussion: In 2019 Staff solicited proposals from qualified firms of certified public accountants to conduct the annual audit of the District's financial statements. The RFP requested proposals for a three-year engagement with the option to extend the engagement for up to an additional two years at the sole discretion of the Board of Directors.

The Board awarded a three-year agreement with White Nelson Diehl Evans LLP (WNDE) on February 13, 2020 for professional auditing services. WNDE joined CLA on November 1, 2020. On May 27, 2021 the board authorized the General Manager to enter into a two-year agreement with CLA for professional auditing services for the remainder to the audit periods.

CLA has completed the third year of auditing the District's financial statements. Staff is requesting approval to extend for an additional two-year term. The following are the fees for the remainder of the auditing term:

- FY2022-23 \$31,248
- FY2023-24 \$32,865

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677**

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. The terms on Page 2 through 3 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO: CliftonLarsonAllen LLP
2875 Michelle Drive, Suite 300
Irvine, CA 92606

DATE: January 26, 2023

Agreement No. 2021-105 Amend #1

The undersigned Consultant offers to furnish the following: Provide professional auditing services per proposal dated January 13, 2023 (attached) Amend #1

Contract price \$: Per proposal dated April 30, 2021.
Per proposal dated January 13, 2023 Amend #1

Contract Term: May 27, 2021 – February 12, 2023
January 26, 2023 – February 12, 2025 Amend #1

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: CliftonLarsonAllen LLP

By: _____
Tony L. Stafford

By: _____
Nitin Patel, CPA

Title: General Manager

Title: Principal, State and Local Government

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. **Indemnification:** To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify the District, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from negligent acts, errors or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising from the District's sole negligence or willful acts.
- b. **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.
- c. **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 two million dollars (\$2,000,000) 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.
- d. **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 written notice to Consultant, specifying the effective date of termination.



CliftonLarsonAllen LLP
2875 Michelle Drive, Suite 300
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January 13, 2023

Tamara Sexton, Manager of Finance
Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012

Dear Ms. Sexton:

Thank you for inviting us to propose our services to the Camrosa Water District (the District). We gladly welcome the opportunity to share our approach to continue helping the District meet its need for professional services. This abbreviated proposal responds to your request for audit services two fiscal years, beginning June 30, 2023. We would be happy to provide you with an expanded proposal at your request.

We are confident that our extensive experience serving similar governmental entities, bolstered by our client-oriented philosophy and depth of resources, will make CLA a top qualified candidate to fulfill the scope of your engagement. The following differentiators are offered for the District's consideration:

- **Industry-specialized insight and resources.** As one of the nation's leading professional services firms, and one of the largest firms who specialize in regulated industries, CLA has the experience and resources to assist the District with their audit needs. In addition to your experienced local engagement team, the District will have access to one of the country's largest and most knowledgeable pools of regulated industry resources.
- **OMB Uniform Guidance (UG) experience.** CLA performs single audits for hundreds of organizations annually, ranking top in the nation for the number of single audits performed by any CPA firm. The single audit requires a specific set of skills to properly perform the procedures. As such, we have developed a group of professionals who specialize in providing single audit services.
- **Strong methodology and responsive timeline.** In forming our overall audit approach, we have carefully reviewed the your request and considered our experience performing similar work for other municipalities. Our local government clients are included amongst the more than 4,100 governmental organizations we serve nationally. Our staff understands your complexities not just from a compliance standpoint, but also from an operational point of view. We have developed a work plan that takes into consideration your unique needs as a governmental entity in California. The work plan also minimizes the disruption of your staff and operations and provides a blueprint for timely delivery of your required reports.
- **Communication and proactive leadership.** The District will benefit from a high level of hands-on service from our team's senior professionals. We can provide this level of service because, unlike other national firms, our principal-to-staff ratio is similar to smaller firms – allowing our senior level professionals to be involved and immediately available throughout the entire engagement process. Our approach helps members of the engagement team stay abreast of key issues at the District and take an active role in addressing them.
- **A focus on providing consistent, dependable service.** We differ from other national firms in that our corporate practice focuses on the needs of non-SEC clients, thus allowing us to avoid the workload compression typically experienced by firms that must meet public companies' SEC filing deadlines. CLA is organized into industry teams, affording our clients with specialized industry-specific knowledge supplemented by valuable local service and insight. Therefore, the District will enjoy the service of members of our state and local government services team who understand the issues and environment critical to governmental entities.

Firm background

With more than 60 years of quality service and experience, as one of the nation's top 10 accounting firms, CLA exists to create opportunities for our clients, our people, and our communities through industry-focused wealth advisory, outsourcing, audit, tax, and consulting services. We currently have more than 7,500 professionals, including 1,100+ principals in more than 120 locations across the United States.

Service team

An experienced engagement team has been aligned to provide the most value to your organization. The team members have performed numerous engagements of this nature and will commit the resources necessary to provide top quality service throughout the engagement. Following are our proposed management team members:

Engagement Team	Role	Years' Experience
Nitin Patel	Client Relationship Leader	35+
Tiffany Fung	Manager	12+

Detailed biographies are available upon request.

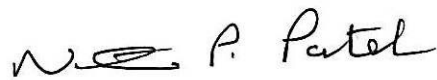
Professional fees

At CLA, our fees are based on the timely delivery of the services provided, the experience of personnel assigned to the engagement, and our commitment to meeting your deadlines. To the fees below, there will be added a 5% Technology and Client Support Fee. Like most firms, we are investing heavily in technology to enhance the client experience, protect our data environment, and deliver quality services. We believe our clients deserve clarity around fees, and we will continue to be transparent with our fee structure. We estimate our professional fees to be as follows:

Professional Services	Year 1 June 30, 2023	Year 2 June 30, 2024
Camrosa Water District Audit	\$29,000	\$30,500
Management Letter	\$480	\$500
Audit Committee Letter	\$280	\$300
Subtotal	\$29,760	\$31,300
5% Technology and client support fee	\$1,488	\$1,565
Grand Total	\$31,248	\$32,865

If you have any questions about our offerings, please do not hesitate to contact me.

Sincerely,
CliftonLarsonAllen LLP



Nitin Patel, Principal
714-795-5387 | Nitin.Patel@CLAconnect.com



Board Memorandum

January 26, 2023

To: Board of Directors

From: General Manager

Subject: Nomination of a Candidate to Serve as the Fox Canyon Groundwater Management Agency Board Member Representing Mutual Water Companies and Special Districts

Objective: Consider nominating and casting a ballot to elect a representative to the Fox Canyon Groundwater Management Agency (FCGMA).

Action Required: It is recommended that the Board of Directors select a nominee and adopt a resolution nominating a candidate as a Member of the Fox Canyon Groundwater Management Agency Board of Directors Representing Mutual Water Companies and Special Districts not Governed by the County Board of Supervisors.

Discussion: The two-year term for the FCGMA Board Member representing Mutual Water Companies and Special Districts is set to expire on February 28, 2023.

The current FCGMA representative is Camrosa Water District's Board President, Eugene West, who is currently serving as the Chairman of the FCGMA Board of Directors, and Andrew Walters as the current Alternate.

Section 401 of the FCGMA states, "One member shall be chosen from the members of the governing boards of the mutual water companies and special districts not governed by the county board of supervisors which are engaged in water activities and whose territory at least in part overlies the territory of the agency." Section 401 further states "The special district and mutual water company member shall be chosen at a public meeting where each special district and mutual water company is represented by the chairman of its governing board."

The water agencies represented by this Board member are:

- Alta Mutual Water Company
- Berylwood Heights MWC
- Calleguas MWD
- Camrosa Water District
- Del Norte MWC
- Pleasant Valley County WD
- Zone MWC

The water agencies will meet on February 2, 2023 to select their representative and alternate representative.

Resolution No: 23-02

A Resolution of the Board of Directors
of Camrosa Water District

**Nominating _____ as a Member
of the Fox Canyon Groundwater Management Agency Board of Directors
Representing Mutual Water Companies and Special Districts
Not Governed by the County Board of Supervisors**

Whereas, the two-year term for the Fox Canyon Groundwater Management Agency (FCGMA) Board Member representing Mutual Water Companies and Special Districts is set to expire on February 28, 2023; and,

Whereas, the current FCGMA representative is Camrosa Water District's Board President, Eugene West, who is currently serving as the Chairman of the FCGMA Board of Directors; and,

Whereas, Section 401 of the FCGMA states, "One member shall be chosen from the members of the governing boards of the mutual water companies and special districts not governed by the county board of supervisors which are engaged in water activities and whose territory, at least in part, overlies the territory of the agency"; and,

Whereas, the water companies represented by this Board member are: Alta Mutual Water Company, Berylwood Heights MWC, Calleguas MWD, Camrosa Water District, Del Norte MWC, Pleasant Valley County WD, and Zone MWC; and,

Whereas, the Directors of the Board have carefully considered the nomination of a candidate to represent Mutual Water Companies and Special Districts on the FCGMA Board of Directors;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the Board nominates _____ to represent Mutual Water Companies and Special Districts on the FCGMA Board of Directors;

Be It Further Resolved that the President of the Board is authorized to cast a Ballot for the Board's nominee in the election for a representative for Mutual Water Companies and Special Districts on the FCGMA Board of Directors.

Adopted, Signed, and Approved this 26th day of January, 2023.

Eugene F. West President
Board of Directors
Camrosa Water District

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

Board Memorandum

January 26, 2023

To: Board of Directors

From: General Manager

Subject: Nomination of Board Officers

Objective: Accept nominations for Board Officers and elect new Officers for 2023.

Action Required: The Board may:

- 1) Accept nominations and elect the Camrosa Board President; and
- 2) Accept nominations and elect the Camrosa Board Vice President.

Discussion: The Board may choose to discuss and nominate Camrosa Board officers. In the event when there is only one nomination for each position, the Board generally proceeds to the appointment at the same meeting. In the event of multiple nominations for a single position, the Board may choose to allow time between the nominating meeting and the meeting of the appointment for candidates to present their positions to other members of the Board.

Board Memorandum

January 26, 2023

To: Board of Directors

From: General Manager

Subject: Closed Session Conference – Personnel Matters

Objective: Discuss personnel matters.

Action Required: No action necessary; for information only.

Discussion: Personnel matters may be discussed in closed session pursuant to Government Code section 54957.

Board Memorandum

January 26, 2023

To: Board of Directors

From: General Manager

Subject: Closed Session Conference with Legal Counsel – Litigation Matters

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

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).

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. Cash Balances (12/2022)
- C. Quarterly Investment Report (12/31/22)
- D. 2023 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	\$ 28,544.32							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
	2019-58				Cannon Corporation	12/13/2018	BD		\$ 100,705.00	\$ 71,765.00	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
						9/27/2022	GM	CO #5	\$ 8,050.00	\$ 8,050.00	install approx. 32LF of 6x6 curb
						10/5/2022	GM	CO #6	\$ 3,496.00	\$ 3,496.00	grit extension
										\$ 786,428.06	
900-18-03		Effluent Pond Relining	\$ 1,501,500.00	\$ 212,132.79							
	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	uuuuuuuuvb
						10/11/2021	GM	CO#1	\$ 3,360.00	\$ 3,360.00	compaction and material testing services
										\$ 25,560.00	supplemental materials testing services
	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	\$ 318,967.14							
	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
						12/12/2022	GM	CO# 3	\$ 17,023.00	\$ 16,338.00	Custom Tee/Raise foundation for chlorine tank
										\$ 3,000,051.19	
					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	\$ 1,182,127.92							
	2020-86				Provost & Pritchard	6/11/2020	BD		\$ 437,000.00	\$ 375,000.00	GAC Engineering Design

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FUNDS FY 22-23

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	% Invested		JANUARY	FEBRUARY
UNRESTRICTED FUNDS										
Investments										
LAIF	44,758,016.93	43,758,016.93	43,758,016.93	43,908,107.32	29,108,107.32	28,608,107.32	68%	1,6		
TREASURY BILLS	-	-	-	-	13,374,186.00	13,374,186.00	32%			
	44,758,016.93	43,758,016.93	43,758,016.93	43,908,107.32	42,482,293.32	41,982,293.32	100%			
Operating Accounts										
UNION BANK DEPOSIT ACCOUNT	270,711.97	1,024,800.16	595,956.69	31,159.68	573,001.19	965,144.58				
UNION BANK DISBURSEMENTS ACCOUNT	1,193,625.04	587,060.36	568,349.70	1,537,467.79	792,851.38	1,478,840.65				
BANK OF AMERICA-RTL ACCOUNT	361,004.22	449,079.26	201,821.81	233,863.77	409,626.99	206,989.25				
	1,825,341.23	2,060,939.78	1,366,128.20	1,802,491.24	1,775,479.56	2,650,974.48				
TOTAL	\$ 46,583,358.16	\$ 45,818,956.71	\$ 45,124,145.13	\$ 45,710,598.56	\$ 44,257,772.88	\$ 86,615,561.12			\$ -	\$ -
RESTRICTED FUNDS										
PAYMENT FUND 2016	2,114.77	4,323.38	6,270.43	8,307.71	10,715.83	858,379.76		2,3,4,5		
RESERVES 2016	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69		4		
WATER ACQUISITION FUND 2016	319,785.23	319,785.23	262,568.14	183.14	183.14	183.14		5		
WASTEWATER ACQUISITION FUND 2016	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87				
INSURED CASH SHELTER ACCOUNT (Wastewater Fund)										
TOTAL	\$ 1,207,479.56	\$ 1,209,688.17	\$ 1,154,418.13	\$ 894,070.41	\$ 896,478.53	\$ 1,744,142.46			\$ -	\$ -
GRAND TOTAL	\$ 47,790,837.72	\$ 47,028,644.88	\$ 46,278,563.26	\$ 46,604,668.97	\$ 45,154,251.41	\$ 88,359,703.58			\$ -	\$ -

U.S. Treasury Bills

Financial Institution	Settlement Date	Maturity Date	Par Value	Market Price at Purchase	Amount	Yield to Maturity	Market Value Current
Pershing, LLC	11/7/2022	11/2/2023	14,000,000	95.5299	13,374,186.00	4.69%	13,468,700.00

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	3.91%	N/A	879,528.69	2,775.47

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	3.91%	N/A	183.14	0.62

ANTICIPATED OUTFLOWS

Water Purchases December 2022	233,092.51
Payroll PR 1-1, 1-2 & ME	400,000.00
AP Check Run 1/04, 1/18	1,300,000.00
Large CIP Project Payments	-
Bond Payments	
	\$ 1,933,092.51

FINANCE MEETING

DATE 1/17/2023

Tony Stafford -General Manager

Tamara Sexton-Finance Manager

Sandra Llamas-Senior Accountant

MEETING NOTES:

1. There was a transfer from LAIF to the deposit account in the amount of \$500,000.00 to cover Accounts Payable
2. Camrosa wired \$845,199.80 to Wilmington Trust to pay for Principal & Interest due January 15th. Money was deposited in the Payment Fund
3. The payment fund received interest earnings in the amount of \$0.57 in the month of December
4. The reserve fund received interest earnings in the amount \$2,434.06 in the month of December. The full amount was transferred to the payment fund
5. The water acquisition fund received interest earnings in the amount of \$29.50 in the month of December. The full amount was transferred to the payment fund
6. LAIF's average monthly rate of return for the period was 2.173

CAMROSA WATER DISTRICT
Statement of Investments
FY 22-23
For Quarter Ending: 12/31/2022 (1/15/23)

LAIF	N/A	State Treasurer	Date Of Deposit	Call Date	Beginning of Year Investment	Opening Balance	Closing Balance		Value at Maturity
			Daily	Daily	27,640,311	43,908,107	\$ 28,787,920	100.00%	\$28,787,920
Total Laif					27,640,311	43,908,107	28,787,920	100.00%	28,787,920
OTHER INVESTMENT TOTALS:					-	-	-	0.00%	-
TOTAL OF ALL INVESTMENTS:					27,640,311	43,908,107	28,787,920	100.00%	

ACTIVITY FOR THE QUARTER:	
LAIF	
Transfers of fund to General Operations.	15,300,000
Transfer from Cash Receipts to LAIF	0
Quarterly Interest as of 12/31/2022 for Qtr ending 1/15/2023	179,813

LAIF Performance Report	
Apportionment Rate	2.07%
Earnings Ratio	0.00005680946709337
Daily	2.29%
Quarter to Date	1.98%

PMIA Average Monthly	
Effective Yield	
October 2022	1.772
November 2022	2.007
December 2022	2.173

TREASURY BILL RATES (12/31/2022)										
1 Mo	3 Mo	6 Mo	1 Yr	2 Yr	3 Yr	5 Yr	7 Yr	10 Yr	20 Yr	30 Yr
4.12	4.42	4.76	4.73	4.41	4.22	3.99	3.96	3.88	4.14	3.97

U.S. TREASURY BILLS

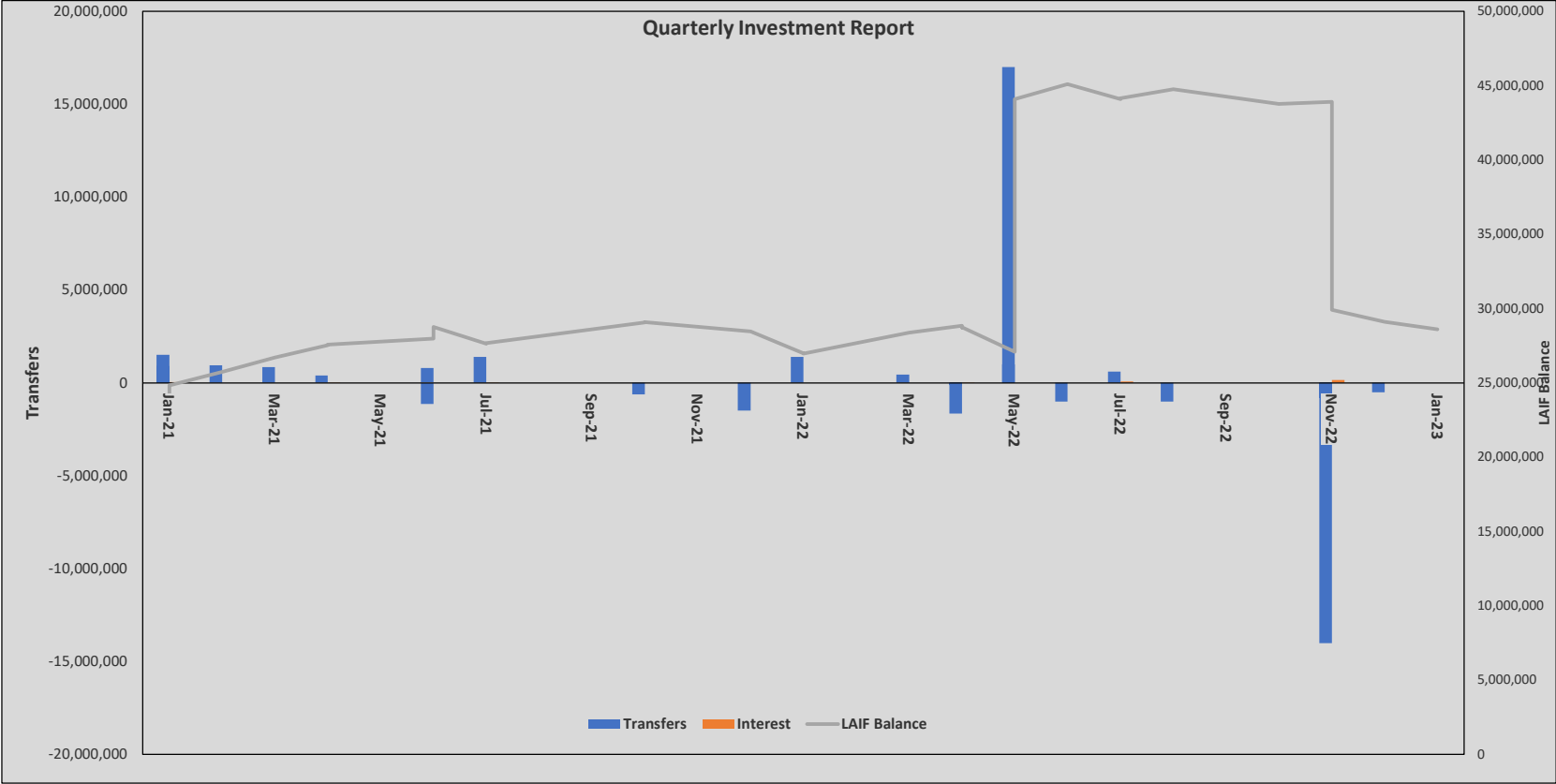
	TYPE OF INVESTMENT	INSTITUTION	SETTLEMENT DATE	DATE OF MATURITY	PAR VALUE	MARKET PRICE AT PURCHASE	MARKET VALUE CURRENT	YIELD
	Treasury Bills	Pershing, LLC	11/7/2022	11/2/2023	14,000,000	\$ 13,374,186	\$ 13,468,700.00	4.69%
						\$ 13,374,186	\$ 13,468,700.00	

BOND RESERVES

	TYPE OF INVESTMENT	INSTITUTION	DATE OF DEPOSIT	DATE OF MATURITY		PRINCIPAL INVESTMENT	ACCRUED INCOME	YIELD
W & WW Rev Bonds Series 2016	LIQUIDITY FUNDS	BLACKROCK	10/19/2016	N/A		\$ 879,529	\$ 2,775.47	3.91%
						\$ 879,529	\$ 2,775.47	

BOND ACQUISITION FUNDS

	TYPE OF INVESTMENT	INSTITUTION	DATE OF DEPOSIT	DATE OF MATURITY		PRINCIPAL INVESTMENT	ACCRUED INCOME	YIELD
W&WW Rev Bonds Series 2016	WATER ACQUISITION FUND	BLOCKROCK	10/19/2016	N/A		\$ 183	\$ 0.62	3.91%
						\$ 183	\$ 1	



2023 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2023 Holidays																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
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