

Board Agenda

Regular Meeting

Thursday, February 9, 2023

Camrosa Board Room

7385 Santa Rosa Road

5:00pm

TO BE HELD IN PERSON

The Board of Directors meeting will be held in person.

There will be no virtual access.

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

7385 Santa Rosa Road

Camarillo, CA 93012

Call to Order

Public Comments

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

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

Consent Agenda

1. **Approve Minutes of the Regular Meeting of January 26, 2023**
2. ****Approve Vendor Payments**

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$679,159.03.

Primary Agenda

3. ****Fiscal Year 2022-23 2nd Quarter Budget Report**

Objective: Receive a report from staff regarding the Fiscal Year (FY) 2022-23 2nd Quarter budget report and reserves.

Action Required: No action necessary; for information only.

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.

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/

February 9, 2023

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Thursday, January 26, 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
Andy F. Nelson, Director (via teleconference)
Jeffrey C. Brown, Director
Timothy H. Hoag, Director

Staff: Tony Stafford, General Manager
Tamara Sexton, Finance Manager
Jozi Zabarsky, Customer Service Manager
Kevin Wahl, Superintendent
Seth Shapiro, Legal Counsel

Public Comments

None

Consent Agenda

1. Teleconference Emergency Findings

The Camrosa Board of Directors 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, thereby determined to meet via teleconference and in-person (hybrid meeting).

Motion: Foreman **Second:** Brown

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

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

The Board approved the Minutes of the Regular Meeting of January 12, 2023.

Motion: Foreman **Second:** Brown

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

3. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,350,171.04 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,350,171.04.

Motion: Foreman **Second:** Brown

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

4. Market Salary Increase

Director Brown made a motion to table the item and to establish an ad hoc committee with Directors Foreman and Nelson who will report back to the Board at a later date with recommendations. Director Foreman seconded the motion.

Rollcall: Nelson-No; Brown-Yes; Hoag-Yes; Foreman-Yes; West-No

5. Fleet Vehicles Lease

The Board authorized the General Manager to enter into a 60-month fleet lease agreement with Enterprise Fleet.

Motion: Hoag **Second:** Brown

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

6. Agreement for Audit Services

The Board authorized the General Manager to enter into an additional two-year agreement with CLA.

Motion: Nelson **Second:** Foreman

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

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

President West was nominated by Director Brown to serve as the representative to the Fox Canyon Groundwater Management Agency (FCGMA). Director Brown seconded the nomination. The Board of Directors selected President West and adopted a resolution nominating President West as a Member of the FCGMA Board of Directors Representing Mutual Water Companies and Special Districts not Governed by the County Board of Supervisors.

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

8. Nomination of Board Officers

The Board accepted nominations for Board Officers and elect new Officers for 2023.

Director Foreman was nominated as President of the Board of Directors by Director Brown and Director Foreman seconded the nomination.

Rollcall: Nelson-No; Brown-Yes; Hoag-No; Foreman-Yes; West-No

Director West was nominated as President of the Board of Directors by Director Nelson and Director Hoag seconded the nominations.

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Director Nelson was nominated as Vice President by Director Brown and Director Foreman seconded the nomination.

Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

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.

9. Closed Session Conference – Personnel Matters

Cancelled

10. Closed Session Conference with Legal Counsel – Pending Litigation

Cancelled

Comments by General Manager

- Due to changes in drought conditions, staff will suspend working with the billing system vendor on programming penalty fees.

Comments by Directors

- Director Nelson briefed the Board on CASA conference topics. He reiterated the current labor market is highly competitive in attracting talent and the importance of retention and addressing attrition. He also mentioned federal legislation aimed at PFAS and effluent limits, and the importance of finding a resolution for sludge contaminants.

Adjournment

There being no further business, the meeting was adjourned at 5:58 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

February 9, 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 \$679,159.03.

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

Payroll PR ME & PR 1-2	\$ 91,133.74
Accounts Payable 1/19/2023-02/02/2023	\$ <u>588,025.29</u>
Total Disbursements	\$ <u>679,159.03</u>

DISBURSEMENT APPROVAL

BOARD MEMBER	DATE
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BOARD MEMBER	DATE
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BOARD MEMBER	DATE
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Tony L. Stafford, General Manager

Camrosa Water District

Accounts Payable Period:

1/19/2023-02/02/2023

Expense	Account Description	Amount
10302	Escrow Account-Cushman	
11100	AR Other	
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
13000	Land	
13400	Construction in Progress	424005.53
20053	Current LTD Bond 2016	
20052	Current LTD Bond 2012	
20400	Contractor's Retention	-12088.58
20250	Non-Potable Water Purchases	
23001	Refunds Payable	484.90
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	
50020	Pumping Power	
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	
50135	PERS Retirement	
50200	Utilities	
50210	Communications	5511.09
50220	Outside Contracts	46188.88
50230	Professional Services	56070.35
50240	Pipeline Repairs	22230.51
50250	Small Tool & Equipment	63.44
50260	Materials & Supplies	22855.63
50270	Repair Parts & Equip Maint	21055.26
50280	Legal Services	
50290	Dues & Subscriptions	180.00
50300	Conference & Travel	1468.28
50310	Safety & Training	
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$588,025.29

Expense Approval Report

By Vendor Name

Payable Dates 1/19/2023 - 2/1/2023 Post Dates 1/19/2023 - 2/2/2023

Camrosa Water District, CA

Payment Numl	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order	Amount
Vendor: BON01 - BONDY GROUNDWATER CONSULTING, INC.							
10	02/01/2023	BONDY GROUNDWATER CONSULTING, INC.	077-16 GSA	PM: Santa Rosa GSP	Prof services	FY22-0137-R1	1406.25
TOTAL VENDOR PAYMENTS-GSA							\$ 1,406.25
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3368	01/26/2023	DEPOSIT ONLY-CAMROSA WTR	1-26-23-PR	Transfer to Disbursements Account	Transfer to disbursements-hol		150500
3369	01/26/2023	DEPOSIT ONLY-CAMROSA WTR	1-26-23-AP2	Transfer to Disbursements Account	Transfer to disbursements-hol		150000
3370	01/26/2023	DEPOSIT ONLY-CAMROSA WTR	1-26-23-AP	Transfer to Disbursements Account	Transfer to disbursements-hol		550000
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							850500
58967	02/01/2023	ACQUA CLEAR, INC.	13123-11635	Disitlled Water Service-Annual Maint Renewal	Materials & supplies		145
58968	01/30/2023	ALAN COHEN	00007459	Closed Act Overpayment Refund-4462 Calle Mapache	Refunds payable		125.38
Vendor: ALL11 - ALL PEST AND REPAIR, INC.							
58969	01/30/2023	ALL PEST AND REPAIR, INC.	0026316	Outside Contracts - PEST -VTA1-1900	Outsd contracts		650
58969	01/30/2023	ALL PEST AND REPAIR, INC.	0026350	Outside Contracts - PEST -VTA1-7385	Outsd contracts		470
Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:							1120
58970	01/30/2023	BASELINE ENTERPRISES	20299	Outside Contracts-Fuel Tank Inspection	Outsd contracts		981.75
1140	01/30/2023	CALIFORNIA DEPARTMENT OF TAX ADMINISTRATION	4thQtr2022	Use Tax Qtr ended Dec 31, 2022	Repair parts & equipment		53
58971	01/30/2023	CAMERON M MIDDLETON	00007386	Deposit Refund Act 7386- 4577 Calle Argolla	Refunds payable		22.43
Vendor: CHA01 - CHART INC.							
59014	2/2/2023	CHART INC.	1442633	CO2 system for GAC Plant	Construction in progress	FY23-0142	288,072.00
59014	2/2/2023	CHART INC.	1442630-Credit Memo	CO2 system for GAC Plant	Construction in progress	FY23-0142	(34,328.58)
Vendor CHA01 - CHART INC. Total:							253,743.42
58973	01/30/2023	COASTAL-PIPCO	S2208039-001	Repair Parts-CWRF Chemical Building	Repair parts & equipment		213.77
58974	01/30/2023	CRYSTAL BARRAZA	00010186	Deposit Refund Act 10186- 5032 Verdugo Wy	Refunds payable		15.8
Vendor: DIE01 - DIENER'S ELECTRIC, INC							
58975	01/30/2023	DIENER'S ELECTRIC, INC	34106	Outside Contracts - Remove VFD's at PS2-3	Outsd contracts		567
58975	02/01/2023	DIENER'S ELECTRIC, INC	34109	Flourescent Lights Upgrade and Repair - CWRF	Outsd contracts	FY23-0167	1808.09
Vendor DIE01 - DIENER'S ELECTRIC, INC Total:							2375.09
58976	01/30/2023	EUGENE LE MELLE	00000728	Closed Act Overpayment Refund- 6349 Irena Ave	Refunds payable		134.88
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
58977	01/30/2023	FAMCON PIPE & SUPPLY, INC	S100092139-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0127	9493.23
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095150-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	2820.84
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095263-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	689.62
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095281-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	990.99
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095353-004	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	2841.37
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095476-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	653.15
58977	02/01/2023	FAMCON PIPE & SUPPLY, INC	S100095529-001	Penny Well Degasifier - Parts	Construction in progress	FY23-0169	171.6
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							17660.8
58978	01/30/2023	Frontier Communications	January 2023	VOIP-Land Lines	Communications		568.42

Vendor: FRU01 - FRUIT GROWERS LAB. INC.

58979	02/01/2023	FRUIT GROWERS LAB. INC.	219530A	Outside Lab Work	Outsd contracts	292
58979	01/27/2023	FRUIT GROWERS LAB. INC.	219943A	RMWTP Outside Lab Work	Outside Contracts	57
58979	01/27/2023	FRUIT GROWERS LAB. INC.	220589A	Outside Lab Work	Outsd contracts	93

Vendor FRU01 - FRUIT GROWERS LAB. INC. Total: 442

58980	02/01/2023	GEIGER ENTERPRISES, INC.	23-209	Materials and Supplies- FUEL -Pond 1	Materials & supplies	760.04
58964	01/24/2023	GENE WEST	2022ACWA Fall Conference	2022 ACWA Fall Conference-Travel Reimbursement	Conf. & travel	1468.28
58981	02/01/2023	GOLD COAST ENVIRONMENTAL, INC.	13456	Gas Meter Calibration	Outsd contracts FY23-0172	1295.53
58983	01/30/2023	KEN BATES	00006773	Deposit Refund Act 6773- 5259 San Francesca Dr	Refunds payable	57.5
58984	02/01/2023	LASER TONER & COMPUTER SUPPLY, INC	164634	Toner Cartridges for CWRP Printers	Materials & supplies	379.64

Vendor: LIN01 - LINDE GAS & EQUIPMENT INC

58985	01/30/2023	LINDE GAS & EQUIPMENT INC	32540772	Acetylene Gas Cylinders	Materials & supplies	69.05
58985	01/30/2023	LINDE GAS & EQUIPMENT INC	33130162	Acetylene Gas Cylinders	Materials & supplies	74.79

Vendor LIN01 - LINDE GAS & EQUIPMENT INC Total: 143.84

58986	01/30/2023	LYDIA GONZALEZ	00000923-2	Deposit Refund Act 923 - 6328 Corte Lucinda	Refunds payable	49.33
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Vendor: NOH01 - NOHO CONSTRUCTORS

58987	02/01/2023	NOHO CONSTRUCTORS	Pymt 6 (PW 21-02)	Replace Razor Wire	Construction in progress FY22-0068-R1	5611
58987	02/01/2023	NOHO CONSTRUCTORS	Pymt 6 (PW 21-02)	Reservoir 1B communication facility	Construction in progress FY22-0068-R1	15001
58987	02/01/2023	NOHO CONSTRUCTORS	Pymt 6 (PW 21-02)	Change Order No 1	Construction in progress FY22-0068-R1	15346.06
58987	02/01/2023	NOHO CONSTRUCTORS	Retention-Pymt 6(pw 21-02)	Retention from Pymt 6 Project ref PW21-02	Contractor's retention	-1797.9

Vendor NOH01 - NOHO CONSTRUCTORS Total: 34160.16

58988	02/01/2023	Occupational Health Centers of California, A Medical Corp	77982397	DOT Physical for Recertification (KK)	Outsd contracts	124
58989	01/30/2023	OLIN CORP-CHLOR ALKALI	900232162	Materials and Supplies - Chemicals	Materials & supplies	10576.33
58990	01/30/2023	PAPE MATERIAL HANDLING, INC	6448519	Vehicle Maintenance-Forklift	Repair parts & equipment	225.84
58991	01/30/2023	PROVOST & PRITCHARD CONSULTING GROUP	97688	GAC Engineering	Construction in progress FY20-0326-R3	5776
58992	01/30/2023	PURETEC INDUSTRIAL WATER	2046857	Materials and Supplies - Chemicals RMWTP	Materials & Supplies-RMWTP	3837.72

Vendor: QUI02 - QUINN COMPANY

58993	02/01/2023	QUINN COMPANY	WO010076704	Front Loader Repair - CWRP	Repair parts & equipment FY23-0168	2863.65
58993	01/30/2023	QUINN COMPANY	WON10019209	Generator Maintenance 26	Repair parts & equipment FY23-0146	795.46
58993	01/30/2023	QUINN COMPANY	WON10019210	Generator Maintenance 26	Repair parts & equipment FY23-0146	770.89
58993	01/30/2023	QUINN COMPANY	WON10019211	Generator Maintenance 26	Repair parts & equipment FY23-0146	907.35
58993	01/30/2023	QUINN COMPANY	WON10019216	Generator Maintenance 52	Repair parts & equipment FY23-0148	769.25
58993	01/30/2023	QUINN COMPANY	WON10019217	Generator Maintenance 52	Repair parts & equipment FY23-0148	757.87
58993	01/30/2023	QUINN COMPANY	WON10019218	Generator Maintenance 52	Repair parts & equipment FY23-0148	908.34
58993	01/30/2023	QUINN COMPANY	WON10019219	Generator Maintenance 26	Repair parts & equipment FY23-0146	1104.38
58993	01/30/2023	QUINN COMPANY	WON10019235	Generator Maintenance 52	Repair parts & equipment FY23-0148	989.82
58993	02/01/2023	QUINN COMPANY	WON10019236	Generator Maintenance 57	Repair parts & equipment FY23-0147	718.88
58993	02/01/2023	QUINN COMPANY	WON10019237	Generator Maintenance 57	Repair parts & equipment FY23-0147	946.97
58993	02/01/2023	QUINN COMPANY	WON10019246	Generator Maintenance 57	Repair parts & equipment FY23-0147	858.61
58993	02/01/2023	QUINN COMPANY	WON10019247	Generator Maintenance 57	Repair parts & equipment FY23-0147	766.11
58993	01/30/2023	QUINN COMPANY	WON10019251	Generator Maintenance 52	Repair parts & equipment FY23-0148	977.49
58993	01/30/2023	QUINN COMPANY	WON10019254	Generator Maintenance 26	Repair parts & equipment FY23-0146	731.03
58993	02/01/2023	QUINN COMPANY	WON10019281	Generator Maintenance 57	Repair parts & equipment FY23-0147	1088.17
58993	01/30/2023	QUINN COMPANY	WON10019291	Generator Maintenance 26	Repair parts & equipment FY23-0146	878.52
58993	02/01/2023	QUINN COMPANY	WON10019300	Generator Maintenance 57	Repair parts & equipment FY23-0147	821.16
58993	02/01/2023	QUINN COMPANY	WON10019301	Generator Maintenance 52	Repair parts & equipment FY23-0148	894.89
58993	02/01/2023	QUINN COMPANY	WON10019310	Generator Maintenance 26	Repair parts & equipment FY23-0146	969.47

Vendor QUI02 - QUINN COMPANY Total: 19518.31

58994	02/01/2023	RT LAWRENCE CORPORATION	47816	Lockbox Monthly Service Charges-Processing Pymts	Outsd contracts	704.21
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58995	01/30/2023	RYAN DE SILVA	00003047	Deposit Refund Act 3047- 5689 Mulberry Ridge	Refunds payable		52.91
58996	02/01/2023	SAM HILL & SONS, INC.	4366	Leak Repair - 1 1/2" Service	Pipeline repairs	FY23-0170	22230.51
Vendor: SCF01 - SC Fuels							
58997	01/30/2023	SC Fuels	2307288IN	Material & Supplies - FUEL	Materials & supplies		1538.52
58997	01/30/2023	SC Fuels	2310912IN	Material & Supplies - FUEL	Materials & supplies		1563.33
Vendor SCF01 - SC Fuels Total:							3101.86
58998	01/30/2023	SHEA HOMES SO CAL INC	00012031	Closed Act Overpayment Refund - 5016 Rexton Dr	Refunds payable		26.67
58999	01/30/2023	SM TIRE, INC.	248638	Tire Repair	Repair parts & equipment		543.8
59000	01/30/2023	SPARKLETTTS	4667386-012223	Distilled Bottled Water	Outsd contracts		50.96
Vendor: STA05 - STATE WATER RESOURCES CONTROL BOARD							
58966	01/27/2023	STATE WATER RESOURCES CONTROL BOARD	Grade1-Cert Renewal	Mike Phelps Grade 1 Distribution Cert Renewal	Dues & subscrip		70
59001	01/30/2023	STATE WATER RESOURCES CONTROL BOARD	T1 Cert Renewal-Keith Kohr	Grade 1 Distribution Renewal - Keith Kohr	Dues & subscrip		55
59002	01/30/2023	STATE WATER RESOURCES CONTROL BOARD	D1 Cert Renewal-KeithKohr	Grade 1 Distribution Renewal - Keith Kohr	Dues & subscrip		55
Vendor STA05 - STATE WATER RESOURCES CONTROL BOARD Total:							180
59003	01/27/2023	SYNAGRO TECHNOLOGIES	34641	Sludge Removal	Outsd contracts	FY23-0157	16001.04
Vendor: THO09 - THOMAS SCIENTIFIC							
59004	01/27/2023	THOMAS SCIENTIFIC	2851668	Lab Materials and Supplies	Materials & supplies		148.4
59004	01/27/2023	THOMAS SCIENTIFIC	2852612	Lab Materials and Supplies	Materials & supplies		349.64
Vendor THO09 - THOMAS SCIENTIFIC Total:							498.04
Vendor: TRA02 - TRAVIS AGRICULTURAL, INC							
59005	02/01/2023	TRAVIS AGRICULTURAL, INC	221048-1	Wall Panels Santa Rosa Well 8	Outsd contracts	FY23-0171	4790.03
59005	02/01/2023	TRAVIS AGRICULTURAL, INC	221048-P	Wall Panels Santa Rosa Well 8	Outsd contracts	FY23-0171	5989.01
59005	02/01/2023	TRAVIS AGRICULTURAL, INC	221084	Building Repair Santa Rosa Well 8	Outsd contracts	FY23-0173	11660.13
59005	02/01/2023	TRAVIS AGRICULTURAL, INC	Pymt 10 (S19-05)	Construction Chemical Storage Area	Construction in progress	FY20-0129-R3	15921
59005	02/01/2023	TRAVIS AGRICULTURAL, INC	Retention-Pymt 10(S19-05)	Retention from Pymt 10 project ref# S19-05	Contractor's retention		-796.05
Vendor TRA02 - TRAVIS AGRICULTURAL, INC Total:							37564.12
Vendor: UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC							
59006	02/01/2023	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA/ 120230212		Dig Alert Monthly Tickets	Outsd contracts		249.75
59006	02/01/2023	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA/ 22-2302556		Dig Alert Monthly Tickets	Outsd contracts		120.74
Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total:							370.49
Vendor: UNI12 - UNIFIED FIELD SERVICES CORPORATION							
59007	02/01/2023	UNIFIED FIELD SERVICES CORPORATION	Pymt 18 (PW21-01)	PV Well No. 2 Construction Services	Construction in progress	FY22-0010-R1	94946.25
59007	02/01/2023	UNIFIED FIELD SERVICES CORPORATION	Retention-Pymt 18(PW21-01)	Retention from payment 18 Project ref# PW21-01	Contractor's retention		-9494.63
Vendor UNI12 - UNIFIED FIELD SERVICES CORPORATION Total:							85451.62
Vendor: UNI08 - UNIFIRST CORPORATION							
59008	01/30/2023	UNIFIRST CORPORATION	328-1445283	Uniform Cleaning Service	Outsd contracts		138.33
59008	01/30/2023	UNIFIRST CORPORATION	328-1445290	Office Cleaning Supplies-Towel Mat Service	Outsd contracts		69.16
59008	01/30/2023	UNIFIRST CORPORATION	328-1447230	Office Cleaning Supplies- Towel-Mat Services	Outsd contracts		77.15
Vendor UNI08 - UNIFIRST CORPORATION Total:							284.64
59009	02/01/2023	URBAN FUTURES, INC	1022-009	Financial Consulting Calpers	Prof services		3895
Vendor: USA01 - USA BLUE BOOK							
59010	01/27/2023	USA BLUE BOOK	236923	Lab Materials and Supplies	Materials & supplies		1660.44
59010	01/30/2023	USA BLUE BOOK	241836	Materials & Supplies - PPE Biological Control	Materials & supplies		495.74
59010	01/30/2023	USA BLUE BOOK	241915	Materials & Supplies - PPE Biological Control	Materials & supplies		495.89
59010	01/27/2023	USA BLUE BOOK	243548	New Thermometer for the Water Bath	Small tools & equipment		39.13
Vendor USA01 - USA BLUE BOOK Total:							2691.2
59011	01/30/2023	VERIZON WIRELESS	9925935367	Cell Phones	Communications		4942.67

Vendor: WWG01 - W W GRAINGER, INC.						
59012	01/30/2023	W W GRAINGER, INC.	9577660708	Materiasl & Supplies - Water Dispenser O&M Shop	Materials & supplies	522.3
59012	01/30/2023	W W GRAINGER, INC.	9577834931	Materiasl & Supplies - PPE Biological Control	Materials & supplies	238.79
59012	01/30/2023	W W GRAINGER, INC.	9583259214	Repair Parts - Fuses and Blets-Pond Pumps	Repair parts & equipment	232.18
59012	02/01/2023	W W GRAINGER, INC.	959258643	Repair Parts - TR Well	Repair parts & equipment	292.67
Vendor WWG01 - W W GRAINGER, INC. Total:						1285.94
Vendor: WOO04 - WOODARD & CURRAN, INC.						
59013	02/01/2023	WOODARD & CURRAN, INC.	214422	2023 Master Plan	Prof services FY23-0008	47032.85
59013	02/01/2023	WOODARD & CURRAN, INC.	214426	Water Resource Planning	Prof services FY23-0150	5142.5
Vendor WOO04 - WOODARD & CURRAN, INC. Total:						52175.35

TOTAL VENDOR PAYMENTS-CAMROSA

\$

588,025.29

1128	02/01/2023	ACWA/JPIA	INV0012596	Health, Dental & Vision	Health, Dental & Vision	47745.73
Vendor: PER05 - CAL PERS 457 PLAN						
DFT0004417	01/26/2023	CAL PERS 457 PLAN	INV0012666	Deferred Compensation	Deferred comp - ee paid	216
DFT0004418	01/26/2023	CAL PERS 457 PLAN	INV0012667	Deferred Compensation	Deferred comp - ee paid	2834.46
DFT0004419	01/26/2023	CAL PERS 457 PLAN	INV0012669	Deferred Compensation	Deferred comp - ee paid	300
Vendor PER05 - CAL PERS 457 PLAN Total:						3350.46
DFT0004413	01/26/2023	COLONIAL SUPPLEMENTAL INS	INV0012662	Colonial Benefits	Colonial benefits	231.8
Vendor: EDD01 - EMPLOYMENT DEVELOP. DEPT.						
DFT0004435	01/26/2023	EMPLOYMENT DEVELOP. DEPT.	INV0012693	Payroll-SIT	P/R-sit	3635.86
DFT0004439	01/26/2023	EMPLOYMENT DEVELOP. DEPT.	INV0012700	Payroll-SIT	P/R-sit	22.34
Vendor EDD01 - EMPLOYMENT DEVELOP. DEPT. Total:						3658.2
Vendor: HEA02 - HealthEquity						
DFT0004422	01/26/2023	HealthEquity	INV0012673	HSA-Employee Contribution	HSA Contributions Payable	373.07
DFT0004423	01/26/2023	HealthEquity	INV0012674	HSA Contributions	HSA Contributions Payable	150
Vendor HEA02 - HealthEquity Total:						523.07
1136	01/26/2023	LINCOLN FINANCIAL GROUP	INV0012668	Deferred Compensation	Deferred comp - ee paid	2183
1137	01/26/2023	LINCOLN FINANCIAL GROUP	INV0012687	Profit Share Contribution	Profit share contributions	2413.57
DFT0004420	01/26/2023	PUBLIC EMPLOYEES	INV0012671	PERS-Classic Employee Portion	P/R-state ret.	15986.17
DFT0004424	01/26/2023	SYMETRA LIFE INS CO.	INV0012675	Life Insurance	Life ins.	270.25
Vendor: UNI10 - UNITED STATES TREASURY						
DFT0004432	01/26/2023	UNITED STATES TREASURY	INV0012690	FIT	P/R-fit	9782.04
DFT0004433	01/26/2023	UNITED STATES TREASURY	INV0012691	Payroll-Social Security Tax	P/R - ee social security	505.92
DFT0004434	01/26/2023	UNITED STATES TREASURY	INV0012692	Payroll- Medicare Tax	P/R - ee medicare	2963.66
Vendor UNI10 - UNITED STATES TREASURY Total:						13251.62
58965	01/26/2023	UNITED WAY OF VENTURA CO.	INV0012661	Charity-United Way	P/R-charity	20

Vendor: UNU01 - UNUM LIFE INSURANCE

1135	02/01/2023	UNUM LIFE INSURANCE	INV0012602	Lont Term Disability	Ltd ins.	102.68
1135	02/01/2023	UNUM LIFE INSURANCE	INV0012610	Short Term Disability	P/R-std ins.	24.56
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Long term dis. human resourc	43.38
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Short term dis. human resourc	10.37
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Long term dis. human resourc	23.35
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Short term dis. human resourc	5.58
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Long term dis. human resourc	35.95
1139	02/01/2023	UNUM LIFE INSURANCE	1-23 PR ME	Terminations premiu adjustments-will be credited	Short term dis. human resourc	8.61
1139	02/01/2023	UNUM LIFE INSURANCE	INV0012676	Lont Term Disability	Ltd ins.	1009.7
1139	02/01/2023	UNUM LIFE INSURANCE	INV0012688	Short Term Disability	P/R-std ins.	235.69
Vendor UNU01 - UNUM LIFE INSURANCE Total:						1499.87

TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA

\$91,133.74

Board Memorandum

February 9, 2023

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Fiscal Year 2022-23 2nd Quarter Budget Report

Objective: Receive a report from staff regarding the Fiscal Year (FY) 2022-23 2nd 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 2nd quarter operating results, comparing the FY2022-23 budgeted amounts to second quarter results, including reserves, for the Board’s information and review.

Water Program:

The Potable Water Program’s water deliveries through the month of December were 3,060 acre feet (AF), where budgeted deliveries were 3,387 AF. Total Operating Revenues are 92% of budget. Total Expenses and Encumbrances are 91% of budget. Net Operating Results is \$145,905; \$823,050 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 December were 2,988 AF, where budgeted deliveries were 3,412 AF. Non-Potable deliveries outside the District (Pleasant Valley County Water District) were 1,689 AF of Conejo Creek water/CWRF water and 622 AF of CamSan recycled water, compared to the budgeted amount of 2,091 AF of Conejo Creek water and 408 AF of CamSan recycled water. Total Operating Revenues are 90% of budget. Total Expenses and Encumbrances are 83% of budget. Net Operating Results is \$86; \$1,110,750 will be contributed to the Non-Potable Water Capital Replacement Fund and \$35,000 to the Rate Stabilization Fund.

Wastewater Program:

The Wastewater Program’s Total Operating Revenues are 100% of budget and Total Expenses and Encumbrances are 109% of budget. Net Operating Results is \$84,088; \$20,000 will be contributed to the Wastewater Capital Replacement Fund.

Water Program	FY2022-23 Budget	2nd Qtr FY2022-23 Budget	2nd Qtr FY2022-23 Actuals	2nd Qtr FY2022-23 Encumb	2nd Qtr FY2022-23 Actuals & Encumb	Variance	Actual % FY Budget
Revenues							
Water Sales:							
Potable	\$ 11,004,700	\$ 6,039,379	\$ 5,441,060	\$ -	\$ 5,441,060	\$ (598,319)	90%
Recycle/Non-Potable	5,066,300	2,840,168	2,378,796	-	2,378,796	(461,372)	84%
Water Sales to Pleasant Valley	1,261,500	643,365	751,891	-	751,891	108,526	117%
Meter Service Charge	2,591,900	1,295,950	1,305,982	-	1,305,982	10,032	101%
Special Services	55,000	27,500	27,109	-	27,109	(391)	99%
Pump Zone/Miscellaneous	52,000	26,000	26,975	-	26,975	975	104%
Total Operating Revenues	\$ 20,031,400	\$ 10,872,362	\$ 9,931,813	\$ -	\$ 9,931,813	\$ (940,549)	91%
Operating Expenses							
Import Water Purchases-Calleguas	\$ 5,610,474	\$ 3,088,102	\$ 2,910,062	\$ -	\$ 2,910,062	\$ 178,040	94%
CamSan Water	92,963	46,482	51,967	-	51,967	(5,485)	112%
Calleguas Fixed Charge	974,290	444,852	444,852	-	444,852	-	100%
Conejo Creek Project	640,906	314,044	314,044	-	314,044	-	100%
Salinity Management Pipeline-Calleguas	234,193	128,525	61,346	-	61,346	67,179	48%
Production Power	1,704,964	945,882	823,653	-	823,653	122,229	87%
Total Production	\$ 9,257,790	\$ 4,967,887	\$ 4,605,924	\$ -	\$ 4,605,924	\$ 361,963	93%
Regular Salaries	\$ 2,070,647	\$ 1,035,324	\$ 881,923	\$ -	\$ 881,923	\$ 153,401	85%
Overtime/Standby	68,968	34,485	50,078	-	50,078	(15,593)	145%
Part Time	34,476	17,239	8,088	-	8,088	9,151	47%
Benefits	778,865	389,433	307,796	-	307,796	81,637	79%
Total Salaries & Benefits	\$ 2,952,956	\$ 1,476,481	\$ 1,247,885	\$ -	\$ 1,247,885	\$ 228,596	85%
Outside Contracts	\$ 1,983,487	\$ 991,744	\$ 435,265	\$ 354,395	\$ 789,660	\$ 202,084	80%
Professional Services	889,958	444,979	156,597	380,872	537,469	(92,490)	121%
Total Outside Cont/Profess Services	\$ 2,873,445	\$ 1,436,723	\$ 591,862	\$ 735,267	\$ 1,327,129	\$ 109,594	92%
Utilities	\$ 75,655	\$ 37,828	\$ 46,321	\$ -	\$ 46,321	\$ (8,493)	122%
Communications	49,075	24,538	32,375	-	32,375	(7,837)	132%
Pipeline Repairs	480,000	240,000	212,603	(7,686)	204,917	35,083	85%
Small Tools & Equipment	29,152	14,577	6,715	117	6,832	7,745	47%
Materials & Supplies	661,752	330,877	224,715	-	224,715	106,162	68%
Repair Parts & Equipment Maintenance	886,325	443,163	253,086	51,460	304,546	138,617	69%
Legal Services	79,250	39,625	14,138	-	14,138	25,487	36%
Dues & Subscriptions	33,313	16,657	30,650	-	30,650	(13,993)	184%
Conference & Travel	9,945	4,973	6,035	-	6,035	(1,062)	121%
Safety & Training	32,045	16,023	8,121	-	8,121	7,902	51%
Board Expense	86,450	43,225	35,119	-	35,119	8,106	81%
Bad Debt	6,500	3,250	-	-	-	3,250	0%
Fees & Charges	200,162	100,081	44,860	3,500	48,360	51,721	48%
Insurance	76,700	38,350	36,217	-	36,217	2,133	94%
Total Supplies & Services	\$ 2,706,324	\$ 1,353,167	\$ 950,955	\$ 47,391	\$ 998,346	\$ 354,821	74%
Total Expenses	\$ 17,790,515	\$ 9,234,258	\$ 7,396,626	\$ 782,658	\$ 8,179,284	\$ 1,054,974	89%
Net Operating Revenues	\$ 2,240,885	\$ 1,638,104	\$ 2,535,187	\$ (782,658)	\$ 1,752,529	\$ 114,425	107%
Less: Non-Operating Expenses							
Debt Service 2011A/2016	\$ 845,806	\$ 422,903	\$ 426,841	\$ -	\$ 426,841	\$ (3,938)	101%
Debt Service 2012	-	-	-	-	-	-	-
Rate Stabilization Contribution	70,000	35,000	35,000	-	35,000	-	100%
CLPERS UAL Additional Contribution	-	-	-	-	-	-	-
Capital Replacement Contribution	2,097,000	1,048,500	1,933,800	-	1,933,800	(885,300)	184%
Total Non-Operating Expenses	\$ 3,012,806	\$ 1,506,403	\$ 2,395,641	\$ -	\$ 2,395,641	\$ (889,238)	159%
Add: Non-Operating Revenues							
Interest Revenues	\$ 55,000	\$ 27,500	\$ 375,175	\$ -	\$ 375,175	\$ 347,675	1364%
Taxes	734,527	407,662	413,928	-	413,928	6,266	102%
Total Non-Operating Revenues	\$ 789,527	\$ 435,162	\$ 789,103	\$ -	\$ 789,103	\$ 353,941	181%
Net Operating Results	\$ 17,606	\$ 566,863	\$ 928,649	\$ (782,658)	\$ 145,991	\$ (420,872)	26%
Capital Fees	-	-	6,000	-	6,000	6,000	-
Mitigation & In-Lieu Fees	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 17,606	\$ 566,863	\$ 934,649	\$ (782,658)	\$ 151,991	\$ (414,872)	-
Debt Ratio	3.58	4.90	7.80	5.97			

Potable Water Program	FY2022-23 Budget	2nd Qtr FY2022-23 Budget	2nd Qtr FY2022-23 Actuals	2nd Qtr FY2022-23 Encumb	2nd Qtr FY2022-23 Actuals & Encumb	Variance	Actual % FY Budget
Revenues							
Water Sales:							
Potable	\$ 11,004,700	\$ 6,039,379	\$ 5,441,060	\$ -	\$ 5,441,060	\$ (598,319)	90%
Meter Service Charge	2,465,300	1,232,650	1,234,306	-	1,234,306	1,656	100%
Special Services	30,000	15,000	14,062	-	14,062	(938)	94%
Pump Zone/Miscellaneous	31,000	15,500	14,591	-	14,591	(909)	94%
Total Operating Revenues	\$ 13,531,000	\$ 7,302,529	\$ 6,704,019	\$ -	\$ 6,704,019	\$ (598,510)	92%
Operating Expenses							
Import Water Purchases-Calleguas	\$ 4,841,579	\$ 2,657,059	\$ 2,685,767	\$ -	\$ 2,685,767	\$ (28,708)	101%
Calleguas Fixed Charge	974,290	444,852	444,852	-	444,852	-	100%
Salinity Management Pipeline-Calleguas	234,193	128,525	61,346	-	61,346	67,179	48%
Production Power	840,781	461,421	326,625	-	326,625	134,796	71%
Total Production	\$ 6,890,843	\$ 3,691,857	\$ 3,518,590	\$ -	\$ 3,518,590	\$ 173,267	95%
Regular Salaries	\$ 1,345,921	\$ 672,961	\$ 573,250	\$ -	\$ 573,250	\$ 99,711	85%
Overtime/Standby	44,829	22,415	32,551	-	32,551	(10,136)	145%
Part Time	22,409	11,205	5,257	-	5,257	5,948	47%
Benefits	506,262	253,131	200,067	-	200,067	53,064	79%
Total Salaries & Benefits	\$ 1,919,421	\$ 959,712	\$ 811,125	\$ -	\$ 811,125	\$ 148,587	85%
Outside Contracts	\$ 1,171,401	\$ 585,701	\$ 262,293	\$ 217,629	\$ 479,922	\$ 105,779	82%
Professional Services	579,978	289,989	91,699	225,292	316,991	(27,002)	109%
Total Outside Cont/Profess Services	\$ 1,751,379	\$ 875,690	\$ 353,992	\$ 442,921	\$ 796,913	\$ 78,777	91%
Utilities	\$ 66,701	\$ 33,351	\$ 42,660	\$ -	\$ 42,660	\$ (9,309)	128%
Communications	25,519	12,760	16,835	-	16,835	(4,075)	132%
Pipeline Repairs	380,000	190,000	212,603	(7,686)	204,917	(14,917)	108%
Small Tools & Equipment	22,419	11,210	4,868	61	4,929	6,281	44%
Materials & Supplies	573,071	286,536	193,796	-	193,796	92,740	68%
Repair Parts & Equipment Maintenance	505,689	252,845	150,090	50,193	200,283	52,562	79%
Legal Services	40,210	20,105	7,352	-	7,352	12,753	37%
Dues & Subscriptions	17,323	8,662	15,938	-	15,938	(7,276)	184%
Conference & Travel	5,171	2,586	3,138	-	3,138	(552)	121%
Safety & Training	16,663	8,332	4,460	-	4,460	3,872	54%
Board Expense	44,954	22,477	18,262	-	18,262	4,215	81%
Bad Debt	3,380	1,690	-	-	-	1,690	0%
Fees & Charges	169,260	84,630	31,180	1,820	33,000	51,630	39%
Insurance	39,884	19,942	18,833	-	18,833	1,109	94%
Total Supplies & Services	\$ 1,910,244	\$ 955,126	\$ 720,015	\$ 44,388	\$ 764,403	\$ 190,723	80%
Total Expenses	\$ 12,471,887	\$ 6,482,385	\$ 5,403,722	\$ 487,309	\$ 5,891,031	\$ 591,354	91%
Net Operating Revenues	\$ 1,059,113	\$ 820,144	\$ 1,300,297	\$ (487,309)	\$ 812,988	\$ (7,156)	99%
Less: Non-Operating Expenses							
Debt Service 2011A/2016	\$ 815,588	\$ 407,794	\$ 411,518	\$ -	\$ 411,518	\$ (3,724)	101%
Rate Stabilization Contribution	-	-	-	-	-	-	-
CalPERS UAL Additional Contribution	-	-	-	-	-	-	-
Capital Replacement Contribution	710,000	355,000	823,050	-	823,050	(468,050)	232%
Total Non-Operating Expenses	\$ 1,525,588	\$ 762,794	\$ 1,234,568	\$ -	\$ 1,234,568	\$ (471,774)	162%
Add: Non-Operating Revenues							
Interest Revenues	40,000	20,000	319,128	-	319,128	299,128	1596%
Taxes	440,716	244,597	248,357	-	248,357	3,760	102%
Total Non-Operating Revenues	\$ 480,716	\$ 264,597	\$ 567,485	\$ -	\$ 567,485	\$ 302,888	214%
Net Operating Results	\$ 14,241	\$ 321,947	\$ 633,214	\$ (487,309)	\$ 145,905	\$ (176,042)	
Capital Fees	\$ -	\$ -	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	-
Mitigation & In-Lieu Fees	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 14,241	\$ 321,947	\$ 639,214	\$ (487,309)	\$ 151,905	\$ (170,042)	

Non-Potable Water Program	FY2022-23 Budget	2nd Qtr FY2022-23 Budget	2nd Qtr FY2022-23 Actuals	2nd Qtr FY2022-23 Encumb	2nd Qtr FY2022-23 Actuals & Encumb	Variance	Actual % FY Budget
Revenues							
Water Sales:							
Recycle/Non-Potable	\$ 5,066,300	\$ 2,840,168	\$ 2,378,796	\$ -	\$ 2,378,796	\$ (461,372)	84%
Water Sales to Pleasant Valley	1,261,500	643,365	751,891	-	751,891	108,526	117%
Meter Service Charge	126,600	63,300	71,676	-	71,676	8,376	113%
Special Services	25,000	12,500	13,047	-	13,047	547	104%
Pump Zone/Miscellaneous	21,000	10,500	12,383	-	12,383	1,883	118%
Total Operating Revenues	\$ 6,500,400	\$ 3,569,833	\$ 3,227,793	\$ -	\$ 3,227,793	\$ (342,040)	90%
Operating Expenses							
Import Water Purchases-Calleguas	\$ 768,895	\$ 431,043	\$ 224,295	\$ -	\$ 224,295	\$ 206,748	52%
CamSan Water	92,963	46,482	51,967	-	51,967	(5,485)	112%
Conejo Creek Project	640,906	314,044	314,044	-	314,044	-	100%
Production Power	864,183	484,461	497,028	-	497,028	(12,567)	103%
Total Production	\$ 2,366,947	\$ 1,276,030	\$ 1,087,334	\$ -	\$ 1,087,334	\$ 188,696	85%
Regular Salaries	\$ 724,726	\$ 362,363	\$ 308,673	\$ -	\$ 308,673	\$ 53,690	85%
Overtime/Standby	24,139	12,070	17,527	-	17,527	(5,457)	145%
Part Time	12,067	6,034	2,831	-	2,831	3,203	47%
Benefits	272,603	136,302	107,729	-	107,729	28,573	79%
Total Salaries & Benefits	\$ 1,033,535	\$ 516,769	\$ 436,760	\$ -	\$ 436,760	\$ 80,009	85%
Outside Contracts	\$ 812,086	\$ 406,043	\$ 172,972	\$ 136,766	\$ 309,738	\$ 96,305	76%
Professional Services	309,980	154,990	64,898	155,580	220,478	(65,488)	142%
Total Outside Cont/Profess Services	\$ 1,122,066	\$ 561,033	\$ 237,870	\$ 292,346	\$ 530,216	\$ 30,817	95%
Utilities	\$ 8,954	\$ 4,477	\$ 3,661	\$ -	\$ 3,661	\$ 816	82%
Communications	23,556	11,778	15,540	-	15,540	(3,762)	132%
Pipeline Repairs	100,000	50,000	-	-	-	50,000	0%
Small Tools & Equipment	6,733	3,367	1,847	56	1,903	1,464	57%
Materials & Supplies	88,681	44,341	30,919	-	30,919	13,422	70%
Repair Parts & Equipment Maintenance	380,636	190,318	102,996	1,267	104,263	86,055	55%
Legal Services	39,040	19,520	6,786	-	6,786	12,734	35%
Dues & Subscriptions	15,990	7,995	14,712	-	14,712	(6,717)	184%
Conference & Travel	4,774	2,387	2,897	-	2,897	(510)	121%
Safety & Training	15,382	7,691	3,661	-	3,661	4,030	48%
Board Expense	41,496	20,748	16,857	-	16,857	3,891	81%
Bad Debt	3,120	1,560	-	-	-	1,560	0%
Fees & Charges	30,902	15,451	13,680	1,680	15,360	91	99%
Insurance	36,816	18,408	17,384	-	17,384	1,024	94%
Total Supplies & Services	\$ 796,080	\$ 398,041	\$ 230,940	\$ 3,003	\$ 233,943	\$ 164,098	59%
Total Expenses	\$ 5,318,628	\$ 2,751,873	\$ 1,992,904	\$ 295,349	\$ 2,288,253	\$ 463,620	83%
Net Operating Revenues	\$ 1,181,772	\$ 817,960	\$ 1,234,889	\$ (295,349)	\$ 939,540	\$ 121,580	115%
Less: Non-Operating Expenses							
Debt Service 2011A/2016	\$ 30,218	\$ 15,109	\$ 15,323	\$ -	\$ 15,323	\$ (214)	101%
Debt Service 2012	-	-	-	-	-	-	-
Rate Stabilization Contribution	70,000	35,000	35,000	-	35,000	-	100%
CalPERS UAL Additional Contribution	-	-	-	-	-	-	-
Capital Replacement Contribution	1,387,000	693,500	1,110,750	-	1,110,750	(417,250)	160%
Total Non-Operating Expenses	\$ 1,487,218	\$ 743,609	\$ 1,161,073	\$ -	\$ 1,161,073	\$ (417,464)	156%
Add: Non-Operating Revenues							
Interest Revenues	\$ 15,000	\$ 7,500	\$ 56,047	\$ -	\$ 56,047	\$ 48,547	747%
Taxes	293,811	163,065	165,571	-	165,571	2,506	102%
Total Non-Operating Revenues	\$ 308,811	\$ 170,565	\$ 221,619	\$ -	\$ 221,619	\$ 51,053	130%
Net Operating Results	\$ 3,365	\$ 244,916	\$ 295,435	\$ (295,349)	\$ 86	\$ (244,830)	
Capital Fees	-	-	-	-	-	-	-
Mitigation & In-Lieu Fees	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 3,365	\$ 244,916	\$ 295,435	\$ (295,349)	\$ 86	\$ (244,830)	

Wastewater Program	FY2022-23 Budget	2nd Qtr FY2022-23 Budget	2nd Qtr FY2022-23 Actuals	2nd Qtr FY2022-23 Encumb	2nd Qtr FY2022-23 Actuals & Encumb	Variance	Actual % FY Budget
Revenues							
Sewer Service Charge	\$ 4,441,500	\$ 2,220,750	\$ 2,209,414	\$ -	\$ 2,209,414	\$ (11,336)	99%
Special Services	17,000	8,500	9,874	-	9,874	1,374	116%
Pump Zone/Miscellaneous	-	-	420	-	420	420	-
Total Operating Revenues	\$ 4,458,500	\$ 2,229,250	\$ 2,219,708	\$ -	\$ 2,219,708	\$ (9,542)	100%
Operating Expenses							
Salinity Management Pipeline-Calleguas	\$ 22,984	\$ 11,492	\$ 3,867	\$ -	\$ 3,867	\$ 7,625	34%
Total Production	\$ 22,984	\$ 11,492	\$ 3,867	\$ -	\$ 3,867	\$ 7,625	34%
Regular Salaries	\$ 1,114,964	\$ 557,482	\$ 474,882	\$ -	\$ 474,882	\$ 82,600	85%
Overtime/Standby	37,136	18,568	26,965	-	26,965	(8,397)	145%
Part Time	18,564	9,282	4,355	-	4,355	4,927	47%
Benefits	419,389	209,695	165,736	-	165,736	43,959	79%
Total Salaries & Benefits	\$ 1,590,053	\$ 795,027	\$ 671,938	\$ -	\$ 671,938	\$ 123,089	85%
Outside Contracts	\$ 1,320,863	\$ 660,432	\$ 299,724	\$ 562,881	\$ 862,605	\$ (202,173)	131%
Professional Services	306,132	153,066	88,881	177,690	266,571	(113,505)	174%
Total Outside Cont/Profess Services	\$ 1,626,995	\$ 813,498	\$ 388,605	\$ 740,571	\$ 1,129,176	\$ (315,678)	139%
Utilities	\$ 25,045	\$ 12,523	\$ 9,173	\$ -	\$ 9,173	\$ 3,350	73%
Communications	26,425	13,213	17,432	-	17,432	(4,219)	132%
Pipeline Repairs	10,000	5,000	1,169	-	1,169	3,831	23%
Small Tools & Equipment	4,198	2,099	4,350	63	4,413	(2,314)	210%
Materials & Supplies	148,663	74,332	62,397	-	62,397	11,935	84%
Repair Parts & Equipment Maintenance	135,675	67,838	27,078	25,429	52,507	15,331	77%
Legal Services	15,750	7,875	7,613	-	7,613	262	97%
Dues & Subscriptions	20,937	10,469	16,504	-	16,504	(6,035)	158%
Conference & Travel	5,355	2,678	3,250	-	3,250	(572)	121%
Safety & Training	17,255	8,628	4,107	-	4,107	4,521	48%
Board Expense	46,550	23,275	18,910	-	18,910	4,365	81%
Bad Debt	3,500	1,750	-	-	-	1,750	0%
Fees & Charges	99,163	49,582	60,706	3,500	64,206	(14,624)	129%
Insurance	41,300	20,650	19,501	-	19,501	1,149	94%
Total Supplies & Services	\$ 599,816	\$ 299,912	\$ 252,190	\$ 28,992	\$ 281,182	\$ 18,730	94%
Total Expenses	\$ 3,839,848	\$ 1,919,929	\$ 1,316,600	\$ 769,563	\$ 2,086,163	\$ (166,234)	109%
Net Operating Revenues	\$ 618,652	\$ 309,321	\$ 903,108	\$ (769,563)	\$ 133,545	\$ (175,776)	43%
Less: Non-Operating Expenses							
Debt Service 2011A/2016	\$ 189,525	\$ 94,763	\$ 95,475	\$ -	\$ 95,475	\$ (712)	101%
Debt Service 2012	-	-	-	-	-	-	-
Rate Stabilization Contribution	-	-	-	-	-	-	-
CalPERS UAL Additional Contribution	-	-	-	-	-	-	-
Capital Replacement Contribution	440,000	220,000	20,000	-	20,000	200,000	9%
Total Non-Operating Expenses	\$ 629,525	\$ 314,763	\$ 115,475	\$ -	\$ 115,475	\$ 199,288	37%
Add: Non-Operating Revenues							
Interest Revenues	\$ 13,000	\$ 6,500	\$ 66,019	\$ -	\$ 66,019	\$ 59,519	1016%
Total Non-Operating Revenues	\$ 13,000	\$ 6,500	\$ 66,019	\$ -	\$ 66,019	\$ 59,519	1016%
Net Operating Results	\$ 2,127	\$ 1,058	\$ 853,652	\$ (769,563)	\$ 84,088	\$ 83,030	
Capital Fees	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 2,127	\$ 1,058	\$ 853,652	\$ (769,563)	\$ 84,088	\$ 83,030	
Debt Ratio	3.33	3.33	10.15		2.09		

	June 30, 2022	Sept 30, 2022	Dec 31, 2022
Unrestricted Reserves			
Potable Operating and Emergency Reserves (OER)	\$674,723	\$675,123	\$820,628
Non-Potable Potable Operating and Emergency Reserves (OER)	\$479,254	\$479,412	\$479,340
Wastewater Operating and Emergency Reserves (OER)	\$390,966	\$27,172	\$475,054
Rate Stabilization Fund-Water-Potable	\$270,625	\$270,625	\$270,625
Rate Stabilization Fund-Non-Potable	\$535,625	\$553,125	\$570,625
Rate Stabilization Fund-Wastewater	\$263,750	\$263,750	\$263,750
Potable Water Capital Replacement Fund (PWCRF)	\$17,661,916	\$17,263,776	\$17,769,594
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$4,503,872	\$4,765,262	\$5,456,894
Wastewater Capital Replacement Fund (WWCRF)	\$2,633,053	\$1,831,836	\$1,846,936
Potable Water Capital Improvement Fund (PWCIF)	\$1,397,209	\$1,537,209	\$1,543,209
Potable Water In-Lieu Fees (Shea Homes)	\$1,194,653	\$1,194,653	\$1,194,653
Potable Water Mitigation Fees (Day Ranch)	\$130,025	\$130,025	\$130,025
Non-Potable Water In-lieu Fees (Wildwood Preserve)	\$318,538	\$318,538	\$318,538
Wastewater Capital Improvement Fund (WWCIF)	\$84,456	\$84,456	\$84,456
Bonds			
Water Project Fund	\$320,000	\$0	\$0
Total	\$30,858,665	\$29,394,962	\$31,224,327
Restricted Assets			
Grant Receivable PV Well	\$83,822	\$83,822	\$83,822
Total Receivables	\$83,822	\$83,822	\$83,822
Debt Reserves 2016	\$879,529	\$879,529	\$879,529
CIP	\$879,529	\$879,529	\$879,529
Potable Water Capital Replacements	\$9,168,861	\$8,062,813	\$5,648,544
Non-Potable Water Capital Replacements	\$221,603	\$362,287	\$360,878
Wastewater Capital Replacements	\$2,079,957	\$2,864,470	\$2,862,599
Potable Water Capital Improvements	\$2,171,805	\$2,031,805	\$1,988,432
Wastewater Capital Improvements	\$1,223,165	\$1,218,325	\$1,097,157
Total CIP	\$14,865,391	\$14,539,700	\$11,957,610
Total	\$15,828,742	\$15,503,051	\$12,920,961
Grand Total minus Receivables	\$46,603,585	\$44,814,191	\$44,061,466

Capital Project Listing 2nd Quarter Results						
CIP No.	Description	Budget	Expenses	Balance	Encumbrances	Budget Remaining Expense/Enc to Budget %
General Replacements						
400-20-02	Reservoir 1B Comm Facility	670,000	632,883	37,117	38,201	(1,084) 100%
400-22-02	Utility Billing System	504,000	-	504,000	-	504,000 0%
400-22-03	LIMS	90,000	-	90,000	-	90,000 0%
400-22-04	Tier 2 Historian	65,000	43,365	21,635	9,781	11,854 82%
400-22-05	Radio Tower @4B	70,000	51,145	18,855	-	18,855 73%
General Replacements		1,399,000	727,393	671,607	47,982	623,626 55%
Potable Water Projects						
600-23-01	PV Well #3-Engineering Phase	180,000.00	-	180,000.00	-	180,000.00 0%
650-15-01	PV Well #1	5,967,000	4,510,373	1,456,628	1,144,813	311,814 95%
650-20-02	Conejo Wellfield Treatment	11,275,000	7,035,397	4,239,603	3,046,822	1,192,782 89%
650-20-03	Meter Station Control Cabinets	280,000	128,076	151,924	-	151,924 46%
650-21-01	Meter Station 5 and 7 Rehabilitation	290,000	183,969	106,031	-	106,031 63%
650-22-01	Penny Well Degasifier	362,000	163,223	198,777	105,737	93,040 74%
650-22-02	Tierra Rejada Well	540,000	457,217	82,783	63,403	19,381 96%
650-22-03	Distribution Valve Replacement	200,000	76,155	123,845	9,288	114,557 43%
650-22-04	CamSprings Waterline	350,000	112,483	237,517	28,544	208,973 40%
650-23-01	AMR AclaraONE + MTU Upgrade Zone	522,000	20,214	501,786	216,450	285,336 45%
650-23-02	University Well Rehabilitation	120,000	-	120,000	106,499	13,501 89%
800-20-02	Pump Station #2 Generator Fuel Tank	363,000	353,365	9,635	1,824	7,811 98%
Total Potable Water Projects		20,449,000	13,040,471	7,408,529	4,723,380	2,685,149 87%
Non-Potable Water Projects						
750-23-01	AG3 Tank Replacement-Engineering	150,000	-	150,000	-	150,000 0%
Total Non-Potable Water Projects		150,000	-	150,000	-	150,000 0%
Wastewater Projects						
900-18-01	CWRF Upgrades	1,057,500	873,867	183,633	160,634	22,999 98%
900-18-02	De-Watering Press	2,158,000	163,937	1,994,063	-	1,994,063 8%
900-18-03	Effluent Pond Relining	1,501,500	1,173,525	327,975	116,060	211,915 86%
900-20-01	CWRF Emergency Generator Fuel Tank	288,000	237,541	50,459	1,216	49,243 83%
500-22-01	Sequential Chloramination	400,000	163,974	236,026	2,121	233,906 42%
550-21-01	Sewer Lift Read Road MCC	360,000	259,417	100,583	-	100,583 72%
550-23-01	Collection System Hotspots-Engineering	330,000	-	330,000	-	330,000 0%
550-23-02	CWRF Headwork Bar Screen Replacement	500,000	-	500,000	-	500,000 0%
Total Wastewater Projects		6,595,000	2,872,260	3,722,740	280,031	3,442,709 48%
Total CIPs		28,593,000	16,640,123	11,952,877	5,051,393	6,901,484 76%
Fixed Assets		28,000	23,267	4,733	-	4,733 83%
Total CIPs and Fixed Assets		28,621,000	16,663,390	11,957,610	5,051,393	6,906,217 76%

Board Memorandum

February 9, 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: This item was first presented to the Board for consideration on January 26, 2023. The Board directed staff to meet with an ad-hoc committee and report back. The ad-hoc met February 2nd and February 6th. The ad-hoc will provide a briefing.

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 9th day of February, 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



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. 2023 Board Calendar

2023 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2023 Holidays						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 2 nd - New Year's Holiday (Observed)						
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4	February 20 th - President's Day						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11	May 29 th - Memorial Day						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18	July 4 th - Independence Day						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25	September 4 th - Labor Day						
29	30	31					26	27	28					26	27	28	29	30	31		November 13 th - Veteran's Day						
																					November 23 rd & 24 th - Thanksgiving						
																					December 22 nd & 25 th - Christmas						
																					December 29 th - New Year's Eve						
APRIL							MAY							JUNE							2023 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. 25 th - 27 th						
						1		1	2	3	4	5	6					1	2	3	ACWA Spring Conf. (Monterey) - May 9 th - 11 th						
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	CASA 68 th Annual Conf. (San Diego) - Aug. 9 th - 11 th						
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	ACWA Fall Conf. (Indian Wells) - Nov. 28 th - 30 th						
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24							
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30								
30																											
JULY							AUGUST							SEPTEMBER							2023 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.)						
						1			1	2	3	4	5						1	2	Waterwise Breakfast (See yellow on calendar)						
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	AWA Board Meetings (See orange on calendar)						
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	May 25 th - Annual Symposium						
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	August - DARK (No Meetings or Events)						
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	September 28 th - Reagan Library Reception						
30	31																				December 7 th - Holiday Mixer						
OCTOBER							NOVEMBER							DECEMBER							2023 VCSA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 7 th - Annual Dinner						
1	2	3	4	5	6	7				1	2	3	4						1	2	April 4 th						
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	June 6 th						
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	August 1 st						
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	October 3 rd						
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30	December 5 th						
														31													
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Board of Directors meetings are highlighted in RED. Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.																				