

Board Agenda

Regular Meeting

Thursday, November 9, 2023

Camrosa Board Room

5:00 P.M.

TO BE HELD IN PERSON

The Board of Directors meeting will be held in person.

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

7385 Santa Rosa Road

Camarillo, CA 93012

Call to Order

NOTE: As authorized by California Government Code section 54953(b), a board member will be participating in this meeting via teleconferencing. The teleconference location is accessible to the public. The address of the teleconference location is: Sun Canyon Lodge • 8571 Sun Canyon Lodge Rd. • Augusta, MT 59410.

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 October 26, 2023**

2. ****Approve Vendor Payments**

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$503,302.63.

Primary Agenda

CLOSED SESSION: The Board may enter closed session at any time to confidentially discuss litigation matters as authorized by Government code 54956.9(d)(4).

3. **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.

Primary Agenda (continued)

4. ****Recycled & Non-Potable Water Contractual Customers**

Objective: Discuss allowing the contracts to expire on their expiration date in 2027 with these customers then being subject to current rates and policies of the District.

Action Required: No action necessary; for information only.

5. **Local Production Update**

Objective: Receive a briefing on local water production through the first quarter of Fiscal Year 2023-24.

Action Required: No action necessary; for information only.

6. ****CWRf Confined Space Gas Monitor Capital Improvement Project**

Objective: Replace the confined space gas monitors at the CWRf Headworks.

Action Required: Authorize the General Manager to:

- 1) Appropriate \$80,000.00 from the Wastewater Capital Replacement Fund and establish a CWRf Confined Space Gas Monitor Capital Improvement Project (CIP); and
- 2) Issue a purchase order to JPR Systems, Inc., in an amount not to exceed \$41,592.39, for the purchase of confined space gas monitoring equipment.

7. ****Board of Directors Meeting Calendar for 2024**

Objective: Receive the Board meeting calendar for 2024.

Action Required: Adopt a calendar of regular Board meetings for calendar year 2024.

CLOSED SESSION: The Board may enter closed session at any time to confidentially discuss personnel matters as authorized by Government code 54957.

8. **Closed Session – Personnel Matters**

Objective: Discuss personnel 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/

November 9, 2023

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Camrosa Board Room
Thursday, October 26, 2023
5:00 P.M.

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

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

Staff: Tony Stafford, General Manager
Norman Huff, Assistant General Manager
Tamara Sexton, Deputy GM/Business
Jozi Zabarsky, Customer Service Manager
Art Aseo, Engineering & Capital Projects Manager
Natalie Roberts, Water Loss Control Coordinator
Greg Jones, Legal Counsel

Guest: Tiffany Fung – CliftonLarsonAllen LLP
Nitin Patel – CliftonLarsonAllen LLP

Public Comments

None

Consent Agenda

1. Approve Minutes of the Regular Meeting of October 12, 2023

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

Motion: Foreman **Second:** Brown

Motion carried unanimously.

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,891,435.77 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,891,435.77.

Motion: Foreman **Second:** Brown

Motion carried unanimously.

Primary Agenda

3. Fiscal Year 2022-23 Annual Comprehensive Financial Report

The Board received and accepted the FY 2022-23 ACFR as presented.

Motion: Brown **Second:** Nelson

Motion carried unanimously.

4. Fiscal Year 2022-23 4th Quarter Budget Status Report

The Board received a report from staff regarding the Fiscal Year (FY) 2022-23 4th Quarter budget report and reserves.

No action necessary, for information only.

5. Fiscal Year 2023-24 1st Quarter Budget Status Report

The Board received a report from staff regarding the Fiscal Year (FY) 2023-24 1st Quarter budget report and reserves.

No action necessary; for information only.

6. Investment Opportunities

The Board authorized the General Manager to re-invest up to \$14 million in Treasury Bills for a two (2) year term.

Motion: Nelson **Second:** Brown

Motion carried unanimously.

7. Certificate of Achievement for Excellence in Financial Reporting

The Board received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended June 30, 2022.

No action necessary; for information only.

8. Camrosa Water District 457 Deferred Compensation Plan Restatement

The Board adopted a resolution ratifying the restatement of the Camrosa Water District 457 Deferred Compensation Plan.

Motion: Hoag **Second:** Nelson

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

9. State Water Resources Control Board's (SWRCB) Public Hearing on the Proposed Regulation, "Making Conservation a California Way of Life"

Staff briefed the Board on the District's public comments made at the SWRCB Public Hearing on the proposed regulation "Making Conservation a California Way of Life."

No action necessary, for information only.

10. Water Loss Program Update

Staff briefed the board on the development of the water loss program.

No action necessary, for information only.

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

11. Closed Session Conference with Legal Counsel – Litigation Matters *(cancelled)*

12. Closed Session – Personnel Matters *(cancelled)*

Comments by Assistant General Manager

- None

Comments by Directors

- Director Nelson reported the Calleguas Board created 2 committees; one to explore expansion of non-state water.
- Director Foreman reported on the Metropolitan CAMP meeting.
- President West reported the Metropolitan Board will be presenting a suite of future projects in 1/2024 for 2032-2035 and he requested more information on short-term goals and priorities.

Adjournment

There being no further business, the meeting was adjourned at 6:45 P.M.

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

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

Board Memorandum

November 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 \$503,302.63.

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

Payroll PR 10-2 & ME	\$ 117,862.91
Accounts Payable 10/19/2023-11/01/2023	\$ <u>385,439.72</u>
Total Disbursements	\$ <u>503,302.63</u>

DISBURSEMENT APPROVAL

BOARD MEMBER DATE

BOARD MEMBER DATE

BOARD MEMBER DATE

Tony L. Stafford, General Manager

Camrosa Water District

Accounts Payable Period:

10/19/2023-11/01/2023

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	58057.45
20053	Current LTD Bond 2016	
21800	Unclaimed Monies	
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23001	Refunds Payable	906.57
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	3998.44
50220	Outside Contracts	124691.71
50230	Professional Services	57417.15
50240	Pipeline Repairs	4273.20
50250	Small Tool & Equipment	
50260	Materials & Supplies	23964.52
50270	Repair Parts & Equip Maint	7294.88
50280	Legal Services	2941.60
50290	Dues & Subscriptions	135.00
50300	Conference & Travel	
50310	Safety & Training	
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	7335.20
50360	Insurance Expense	94424.00
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$385,439.72

Expense Approval Report

By Vendor Name

Camrosa Water District, CA

Payable Dates 10/19/2023 - 11/1/2023 Post Dates 10/19/2023 - 11/1/2023

Payment Numl	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order N	Amount
20	11/01/2023	BONDY GROUNDWATER CONSUL	097-03-GSA	Consulting Services GSA Track 2	Prof services	FY24-0001	367.5
113	10/26/2023	CAMROSA WATER DISTRICT	1980	Reimbsmnt-EFT pymt to ACWA-JPIA for Auto Lia	Insurance		1125

TOTAL VENDOR PAYMENTS-GSA

\$ 1,492.50

Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR

3411	10/26/2023	DEPOSIT ONLY-CAMROSA WTR	10-26-23-PR	Transfer to Disbursements Account	Transfer to disbursements-l		230000
3412	10/26/2023	DEPOSIT ONLY-CAMROSA WTR	10-26-23-AP	Transfer to Disbursements Account	Transfer to disbursements-l		767000
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							997000

1282	10/24/2023	ACWA JOINT POWERS INS	2023-2024 Liabili	Liability Insurance- 2023-2024	Prepaid liability insurance		94424
60024	10/30/2023	ADVANCED STRUCTURAL TECH, I	00000053	Closed Acct Overpayment Refund-4680 Calle Car	Refunds payable		42.66
60025	11/01/2023	ALEXANDER'S CONTRACT SERVIC	104879	Meter Reading	Outsd contracts		1096.42
60026	11/01/2023	ALLCONNECTED INC	43624	All Connected Smart Connect and Aux Support	Outsd contracts	FY24-0003	5432.75
60027	10/31/2023	AMANDA BONIFACE	00001450	Deposit Refund Act 1450- 4831 Colony Dr	Refunds payable		114.95
1287	11/01/2023	BONDY GROUNDWATER CONSUL	094-05	Project Management for District PV Modeling	Prof services	FY24-0020	245

Vendor: BRE02 - BRENNTAG PACIFIC, INC.

60028	11/01/2023	BRENNTAG PACIFIC, INC.	BPI1375775	Materials and Supplies - Chemicals Lynwood	Materials & supplies		6104.65
60028	11/01/2023	BRENNTAG PACIFIC, INC.	BPI371521	Materials and Supplies - Chemicals Lynwood	Materials & supplies		8089.53
Vendor BRE02 - BRENNTAG PACIFIC, INC. Total:							14194.18

60029	10/26/2023	BRIGHTLY SOFTWARE, INC.	INV216373	Mobil-311 Workflow Mgmt System Annual Supp	Outsd contracts	FY24-0103	16367.41
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Vendor: CDT01 - CALIFORNIA DEPARTMENT OF TAX ADMINISTRATION

1283	10/27/2023	CALIFORNIA DEPARTMENT OF TA	3rd QTR 2023	Use Tax 3Qtr ended Sept 2023	Repair parts & equipment		810
1283	10/27/2023	CALIFORNIA DEPARTMENT OF TA	3rd QTR 2023	Use Tax 3Qtr ended Sept 2023	Materials & Supplies-RMW		283
Vendor CDT01 - CALIFORNIA DEPARTMENT OF TAX ADMINISTRATION Total:							1093

60023	10/25/2023	Cannon Corporation	85763-2	AG 3 Tank Design Services	Construction in progress	FY23-0201-R1	366.25
60030	10/31/2023	CARLOS SCIPIONI	00006786	Deposit Refund Act 6786 - 5312 San Francesca D	Refunds payable		72.94
60031	10/30/2023	CHARLES MICHALAK	00010516	Deposit Refund Act 10516- 437 Castiano	Refunds payable		150
60032	11/01/2023	CINDY SALDIVAR	102623	Notary Services	Prof services		45

Vendor: CON18 - CONCORD UTILITY SERVICES

60033	10/26/2023	CONCORD UTILITY SERVICES	4513	Meter & MTU Installation in Potable Zones 1 and	Construction in progress	FY23-0166-R1	7467.3
60033	10/30/2023	CONCORD UTILITY SERVICES	4522	Meter & MTU Installation in Potable Zones 1 and	Construction in progress	FY23-0166-R1	2097.9
Vendor CON18 - CONCORD UTILITY SERVICES Total:							9565.2

60034	10/30/2023	DAN BEIGHTOL	00009946	Deposit Refund Act 9946 - 5044 Verdugo Way	Refunds payable		136.66
60035	11/01/2023	DANIELS TIRE SERVICE, INC	250130272	Repair Parts-Tires Unit #30	Repair parts & equipment		913.92
60036	11/01/2023	E&M Electric and Machinery, Inc.	431183	Maintenance Support - Wonderware 2,458 Credi	Outsd contracts	FY24-0089	40250

60037	11/01/2023	E.J. HARRISON & SONS INC	27843	Trash Removal-CWRF	Outsd contracts		512.95
1284	10/30/2023	EMPLOYMENT DEVELOP. DEPT.	3RD QTR 2023	Penalty to be Reimbursed- Check by EDD on 10-2	Fees & charges		2095.2
Vendor: \E107 - ESQUIRE PROPERTY MANAGEMENT							
60038	10/30/2023	ESQUIRE PROPERTY MANAGEME	00007307-2	Deposit Refund Act 7307 - 4520 Calle Argolla	Refunds payable		41.01
60039	10/30/2023	ESQUIRE PROPERTY MANAGEME	00001498	Deposit Refund	Refunds payable		33.9
Vendor \E107 - ESQUIRE PROPERTY MANAGEMENT Total:							74.91
60040	11/01/2023	Frontier Communications	October 2023	VOIP-Land Lines	Communications		592.62
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
60041	10/26/2023	FRUIT GROWERS LAB. INC.	313570A	Annual CWRF Analysis	Outsd contracts		4260
60041	10/26/2023	FRUIT GROWERS LAB. INC.	314110A	Outside Lab Analysis	Outsd contracts		11889
60041	11/01/2023	FRUIT GROWERS LAB. INC.	315802A	CWRF Outside Lab Work	Outsd contracts		158
60041	10/26/2023	FRUIT GROWERS LAB. INC.	316212A	Outside Lab Analysis	Outsd contracts		1945
60041	10/26/2023	FRUIT GROWERS LAB. INC.	316527A	Monthly CWRF DBP	Outsd contracts		312
60041	11/01/2023	FRUIT GROWERS LAB. INC.	317435A	RMWTP Outside Lab Work	Outside Contracts		39
Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:							18603
60042	11/01/2023	GEIGER ENTERPRISES, INC.	23-1651	Materials and Supplies - FUEL	Materials & supplies		412.88
60043	11/01/2023	GIERLICH-MITCHELL INC	16525	CWRF Headworks Bar Screen Replacement	Construction in progress	FY24-0088	45680
60044	10/30/2023	GYO S PAENG	00004140	Deposit Refund Act 4140 - 5282 Meadowridge Ct	Refunds payable		101.46
Vendor: HAC01 - HACH COMPANY							
60045	11/01/2023	HACH COMPANY	13781911	Annual Hach Analyzer Maintenance	Outsd contracts	FY24-0091	17694
60045	11/01/2023	HACH COMPANY	13790103	Annual Hach Analyzer Maintenance	Outsd contracts	FY24-0092	12253.65
Vendor HAC01 - HACH COMPANY Total:							29947.65
Vendor: HER01 - HERC RENTALS INC.							
60046	11/01/2023	HERC RENTALS INC.	33933210-003	Pump Rental Pond 2	Repair parts & equipment	FY24-0107	4187.93
Vendor HER01 - HERC RENTALS INC. Total:							4187.93
60047	10/30/2023	INFOSEND, INC.	249119	Penalty to be Reimbursed- Check by EDD on 10-2	Outsd contracts		5238.93
60048	11/01/2023	J&H Engineering	4044	CWRF drying bed repair	Outsd contracts	FY24-0106	5575
60049	10/30/2023	JEFF WEIGELE	00002008	Closed Account Overpayment Refund-5315 Heat	Refunds payable		38.89
60050	11/01/2023	LINDE GAS & EQUIPMENT INC	38973598	Acetylene Gas Cylinders	Materials & supplies		80.25
60051	11/01/2023	M.O. DION & SONS, INC.	SP21528	Materials & Supplies - Well Dripper Oil	Materials & supplies		808.1
60052	11/01/2023	PAPE MATERIAL HANDLING, INC	6454224	Vehicle Maintenance - Forklift	Repair parts & equipment		258.99
60053	11/01/2023	QUALITY AG, INC	119917	CWRF eyewash station leak repair	Pipeline repairs	FY24-0108	2644.9
60054	11/01/2023	ROYAL INDUSTRIAL SOLUTIONS	9009-1040661	Conejo GAC Breakers for Analyzers	Materials & supplies		133.46
60055	11/01/2023	SALINAS & SONS ROOTER INC	00-15933	O&M Bathroom Sink Repair	Outsd contracts		497.7
60056	11/01/2023	Santa Paula Materials, Inc.	22616	Rock and Sand	Pipeline repairs	FY24-0097	1628.3
Vendor: SCF01 - SC Fuels							
60057	11/01/2023	SC Fuels	2498985IN	Material & Supplies -FUEL	Materials & supplies		1890.82
60057	11/01/2023	SC Fuels	2504101IN	Material & Supplies - FUEL	Materials & supplies		1858.33
60057	11/01/2023	SC Fuels	2506372IN	Material & Supplies - FUEL - POND 1	Materials & supplies		2044.38
Vendor SCF01 - SC Fuels Total:							5793.53
60058	11/01/2023	SPARKLETTS	4667386-102923	Distilled Bottled Water	Outsd contracts		76.44

Vendor: STA05 - STATE WATER RESOURCES CONTROL BOARD

60059	10/26/2023	STATE WATER RESOURCES CONT D3 Test-CCastane	D3 Test Chris Castaneda	Dues & subscrip	70
60059	10/26/2023	STATE WATER RESOURCES CONT T2-Cert MSmith	Treatment 2 Certification-Mike Smith	Dues & subscrip	65

Vendor STA05 - STATE WATER RESOURCES CONTROL BOARD Total: 135

60060	11/01/2023	SWRCB-Drinking Water Program RW-1042415	DDW Recycled Water Review	Fees & charges	2490
60061	11/01/2023	T&T TRUCK & CRANE SERVICE 164780	Diversion Traveling Screens	Construction in progress FY24-0096	2446

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

60062	11/01/2023	UNDERGROUND SERVICE ALERT (1020230211	Dig Alert Tickets Monthly Chgs-October 2023	Outsd contracts	440.5
60062	11/01/2023	UNDERGROUND SERVICE ALERT (23-241361	Dig Alert Tickets Monthly Chgs-October 2023	Outsd contracts	123.19

Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total: 563.69

60063	10/30/2023	UNIFIED FIELD SERVICES CORP 00000002-2	Closed Act Overpayment Refund-FH#2	Refunds payable	174.1
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Vendor: UNI08 - UNIFIRST CORPORATION

60064	11/01/2023	UNIFIRST CORPORATION 2210040783	Office Cleaning Supplies - Towel Mat Service	Outsd contracts	87.46
60064	11/01/2023	UNIFIRST CORPORATION 2210040784	Uniform Cleaning Service	Outsd contracts	136.33
60064	11/01/2023	UNIFIRST CORPORATION 2210042905	Office Cleaning Supplies - Towel Mat Service	Outsd contracts	87.46
60064	11/01/2023	UNIFIRST CORPORATION 2210042908	Uniform Cleaning Service	Outsd contracts	218.52

Vendor UNI08 - UNIFIRST CORPORATION Total: 529.77

Vendor: USA01 - USA BLUE BOOK

60066	11/01/2023	USA BLUE BOOK INV00161611	M4 Pump Tubes Conejo GAC	Materials & supplies	511.58
60066	10/26/2023	USA BLUE BOOK INV00167837	Lab Supplies	Materials & supplies	4.94
60066	10/26/2023	USA BLUE BOOK INV00171374	Lab Supplies	Materials & supplies	110.31
60066	11/01/2023	USA BLUE BOOK INV00178660	Laboratory Supplies	Materials & supplies	361.22

Vendor USA01 - USA BLUE BOOK Total: 988.05

60067	11/01/2023	VERIZON WIRELESS 9947472172	Cell Phones-Monthly Charges	Communications	3405.82
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Vendor: WWG01 - W W GRAINGER, INC.

60068	11/01/2023	W W GRAINGER, INC. 9873941869	Electrical Components for Conejo GAC	Materials & supplies	287.64
60068	11/01/2023	W W GRAINGER, INC. 9875810831	SL3 Pump #2 Motor	Repair parts & equipment	849.73
60068	11/01/2023	W W GRAINGER, INC. 9882491450	Plumbing Parts for Conejo GAC	Materials & supplies	983.43
60068	11/01/2023	W W GRAINGER, INC. 9888679900	Repair Parts - Conejo Wells	Repair parts & equipment	274.31

Vendor WWG01 - W W GRAINGER, INC. Total: 2395.11

Vendor: WHI03 - WHITE BRENNER LLP

60069	11/01/2023	WHITE BRENNER LLP 48742	PFAS Legal Services	Legal services	77.5
60069	11/01/2023	WHITE BRENNER LLP 48743	OPV Legal Services	Legal services	2864.1

Vendor WHI03 - WHITE BRENNER LLP Total: 2941.6

1290	11/01/2023	Wilmington Trust 20231018-54160	Trustee Fees	Fees & charges	2750
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Vendor: WOO04 - WOODARD & CURRAN, INC.

60070	11/01/2023	WOODARD & CURRAN, INC. 225834	Water Resource Planning	Prof services FY23-0150-R1	33058.75
60070	11/01/2023	WOODARD & CURRAN, INC. 225842	2023 Master Plan	Prof services FY23-0008-R1	24068.40

Vendor WOO04 - WOODARD & CURRAN, INC. Total: 57127.15

TOTAL VENDOR PAYMENTS-CAMROSA

\$ 385,439.72

1285	11/01/2023	ACWA/JPIA 10-23 PR ME	Medical, Dental & Vision Insurance Premiums	Medical, Dental, Vision	51979.41
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Vendor: PER05 - CAL PERS 457 PLAN

DFT0004927	10/19/2023	CAL PERS 457 PLAN	INV0013893	Deferred Compensation	Deferred comp - ee paid	3140.63
DFT0004928	10/19/2023	CAL PERS 457 PLAN	INV0013895	Deferred Compensation	Deferred comp - ee paid	300
Vendor PER05 - CAL PERS 457 PLAN Total:						<u>3440.63</u>

DFT0004923	10/19/2023	COLONIAL SUPPLEMENTAL INS	INV0013889	Colonial Benefits	Colonial benefits	231.8
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Vendor: EDD01 - EMPLOYMENT DEVELOP. DEPT.

DFT0004922	10/19/2023	EMPLOYMENT DEVELOP. DEPT.	INV0013887	Payroll-SIT	P/R-sit	6193.33
DFT0004953	10/20/2023	EMPLOYMENT DEVELOP. DEPT.	INV0013934	Payroll-SIT	P/R-sit	1429.22
Vendor EDD01 - EMPLOYMENT DEVELOP. DEPT. Total:						<u>7622.55</u>

DFT0004931	10/19/2023	HealthEquity	INV0013899	HSA Contributions	HSA Contributions Payable	50
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1277	10/19/2023	LINCOLN FINANCIAL GROUP	INV0013894	Deferred Compensation	Deferred comp - ee paid	2836.4
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1278	10/19/2023	LINCOLN FINANCIAL GROUP	INV0013912	Profit Share Contribution	Profit share contributions	3207.08
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DFT0004929	10/19/2023	PUBLIC EMPLOYEES	INV0013897	PERS-Retirement	P/R-state ret.	22669.95
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DFT0004932	10/19/2023	SYMETRA LIFE INS CO.	INV0013900	Life Insurance	Life ins.	317.25
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Vendor: UNI10 - UNITED STATES TREASURY

DFT0004920	10/19/2023	UNITED STATES TREASURY	INV0013885	Payroll-Social Security Tax	P/R - ee social security	552.04
DFT0004921	10/19/2023	UNITED STATES TREASURY	INV0013886	Payroll- Medicare Tax	P/R - ee medicare	4584.83
DFT0004940	10/19/2023	UNITED STATES TREASURY	INV0013915	FIT	P/R-fit	19191.21
Vendor UNI10 - UNITED STATES TREASURY Total:						<u>24328.08</u>

60019	10/19/2023	UNITED WAY OF VENTURA CO.	INV0013888	Charity-United Way	P/R-charity	20
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Vendor: UNU01 - UNUM LIFE INSURANCE

1286	11/01/2023	UNUM LIFE INSURANCE	INV0013901	Lont Term Disability	Ltd ins.	1197.34
1286	11/01/2023	UNUM LIFE INSURANCE	INV0013913	Short Term Disability	P/R-std ins.	279.67
Vendor UNU01 - UNUM LIFE INSURANCE Total:						<u>1477.01</u>

TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA	\$	117,862.91
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Board Memorandum

November 9, 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 closed session to confer regarding pending litigation pursuant to Government Code 54956.9(d)(4).

Board Memorandum

November 9, 2023

To: General Manager

From: Norman Huff, Assistant General Manager

Subject: Recycled & Non-Potable Water Contractual Customers

Objective: Discuss allowing the contracts to expire on their expiration date in 2027 with these customers then being subject to current rates and policies of the District.

Action Required: No action is necessary; for discussion only.

Staff Recommendation: Staff recommends that the Ordinance 36 “contract customers” be notified now that when their agreements expire on October 1, 2027, the District does not intend to renew those agreements and they will then be subject to the District’s current cost-of-service rates.

Discussion: In 1994 Camrosa was in the process of establishing sources, Conejo Creek Diversion and Camrosa Water Reclamation Facility (CWRf), and customers for non-potable and reclaimed water. Ordinance 36 was passed in 1994, amended in 1995 with slight changes, and amended again in 1998 to extend the deadline for completion of the Conejo Creek Project. The intent of the ordinance was: “...to attract as many Non-Potable and Reclaimed Irrigation customers as possible prior to start-up of the Conejo Creek Project and the Camrosa Wastewater Treatment Plant Renovation Project to assure that water sales are adequate to cover costs during the early phases of the projects.” To accomplish this goal, Camrosa offered incentives to commercial agricultural customers, with a minimum of 20 acres, who would sign 25-year agreements for non-potable and/or reclaimed water service. Incentives included: no connection charges or capital fees and reduced rates for water. Customers for non-potable service entering an agreement received an initial rate of \$.38/hcf (\$166/AF), while customers in the same classification, who missed the deadline for these preferential agreements, would pay \$.50/hcf (\$218/AF). Nineteen accounts were created through non-potable agreements (16 are currently active accounts) and 7 accounts were created through reclaimed agreements (5 are currently active accounts). Some of the agreements included more than one connection/account for the same property owner.

Over the years, the rates for these “contract customers” were adjusted based on the agreement’s inflationary computation while other non-potable and reclaimed (recycled) water customers’ rates were adjusted on a cost-of-service basis. This has resulted in a growing disparity in rates for the same classifications of water. Currently, reclaimed/recycled “contract customers” pay \$0.47/hcf (\$205/AF) while the other customers pay \$2.40/hcf (\$1045/AF). Currently, non-potable “contract customers” pay \$0.74/hcf (\$322/AF) while the other customers pay \$2.40/hcf (\$1045/AF).

Total usage for all reclaimed/recycled “contract customers” since 2002 has averaged 773 AF/yr., but in the last 5 years has averaged only 469 AF/yr. In the last 5 years, these customers accounted for 70% of all reclaimed/recycled water delivered (excluding PV) and account for 71% of the total reclaimed/recycled customer base. CSUCI makes up the majority of the remaining 30%.

Total usage for all non-potable “contract customers” since 2002 has averaged 1294 AF/yr. and in the last 5 years has averaged 1289 AF/yr. In the last 5 years, these customers accounted for 24% of all non-potable water delivered (excluding PV), yet only make up 5% of the total number of the non-potable customer base.

It is staff’s opinion that the objectives expressed in Ordinance 36 have been achieved and an incentive of lower rates for these classifications of water is no longer needed. Each year that these customers continue to pay an incentivized rate the District fails to recognize around \$395,000 in recycled water revenues and around \$1,083,000 in non-potable water revenues (factored using 2023 rates and the last 5 years of average usage).

Attachments:

Ordinance 36 (2/23/95) Establishing the Rules and Regulations for Non-potable and Reclaimed Water Services (Includes Exhibits B/C - Non-Potable/Reclaimed Irrigation Water Service Agreements)

REVISED: February 23, 1995

ORDINANCE No. 36

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CAMROSA WATER DISTRICT ESTABLISHING THE RULES AND REGULATIONS FOR NON-POTABLE AND RECLAIMED WATER SERVICES

WHEREAS, Camrosa is pursuing several projects which will provide additional water supplies to the service area; and

WHEREAS, Camrosa's service area has beneficial uses for both non-potable and reclaimed waters; and

WHEREAS, Camrosa desires to establish customer classifications, water rates, and water service agreements for the future delivery of these waters; and

WHEREAS, costs associated with the delivery of different types of water to different areas of the District and for different uses varies throughout the service area; and

WHEREAS, Camrosa desires to attract as many Non-Potable and Reclaimed Irrigation customers as possible prior to start up of the Conejo Creek Project and the Camrosa Wastewater Treatment Plant Renovation Project to assure that water sales are adequate to cover costs during the early phases of the projects.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Camrosa Water District:

1. Definitions

Non-Potable Water Service shall mean for the purposes of this Ordinance ground water or surface water which does not meet California Department of Health Services Drinking Water Standards and is, therefore, intended for irrigation and other acceptable uses.

Reclaimed Water shall mean for the purposes of this Ordinance, water, either all or part, a direct product of a wastewater treatment plant and, therefore, water which is regulated by the Regional Water Quality Control Board as wastewater effluent.

Non-Potable Irrigation System shall mean for the purposes of this Ordinance the transmission and distribution piping which transports Non-Potable Irrigation Water.

Reclaimed Water System shall mean for the purposes of this Ordinance the transmission and distribution piping which transports effluent from the Camrosa Wastewater Treatment Plant.

Pressure Zones shall mean for the purposes of this Ordinance subdivisions within the Non-Potable Irrigation System and the Reclaimed System which are hydraulically isolated from the main distribution system and have their own unique hydraulic characteristics and associated energy requirements for delivery.

Unit of Water shall mean for the purposes of this Ordinance one hundred cubic feet of water which is equal to 746 gallons.

Acre Foot of Water shall mean for the purposes of this Ordinance 43,560 cubic feet of water which is equal to 435.6 Units or 324,958 gallons of water.

2. General Requirements for Non-Potable Service

To qualify for Non-Potable Water Service, the customer must meet the following minimum requirements:

- A. The property to be served must either have no potable service from Camrosa or have (1) a certified backflow prevention device on the potable service; or (2) a separate potable plumbing system with no existing or potential cross connections.
- B. The Non-Potable System must be adjacent to the property and a meter service provided at the customer's expense at the time of initiation of service (or a connection thereto provided at the customer's expense at the time of initiation of service).
- C. Customer must have a beneficial use for Non-Potable Water approved by Camrosa. Examples of typical uses are: Commercial agricultural irrigation, commercial landscaping irrigation, public landscaping irrigation, common areas for large residential landscaping irrigation, or general construction uses.

3. Non-Potable Irrigation Water Customer Classes

Camrosa provides Non-Potable Irrigation Water to a variety of customer types and for a variety of uses. Non-Potable Irrigation Water customer classes and minimum requirements for qualification are as follows:

Class I - Commercial Agricultural Class I is intended for lands requiring large amounts of water to irrigate commercial crops and have contractual commitments with Camrosa for long-term Non-Potable Irrigation Water Service. Minimum requirements for Class 1 are:
(1) (a) the parcel served is a minimum of 20 acres; or (b) the parcel is joined with another parcel or is considered part of the other parcel's operation as determined by Camrosa and the combined

parcels total a minimum of 20 acres; (2) the lands are primarily used for production of commercial crops; (3) the owner of the land has endorsed, submitted, and secured approval of a Non-Potable Irrigation Service Agreement with Camrosa Water District as contained in "Exhibit B" of this Ordinance on or before March 31, 1995.

Class II - Commercial Agricultural Class II is intended for general irrigation purposes on an "as needed" basis on lands requiring large amounts of water to irrigate commercial crops. Minimum requirements for irrigation are: (1))a) the parcel served is a minimum of 20 acres; or (b) the parcel, and totals a minimum of 20 acres, is joined with a larger parcel and is considered part of the larger parcel's operation as determined by Camrosa; and (2) the lands are primarily used for production of commercial crops.

Class III - Commercial Landscape Irrigation Class III is intended for commercial operations requiring large amounts of irrigation water to maintain turf areas or other landscaping. The minimum requirements for Class III are as follows: The land to be served is a commercial operation; (2) land to be served has a minimum of two acres primarily in turf or other high-water-demand landscaping.

Class IV - Public Landscaping Class IV is intended for the irrigation of public parks, medians, play fields, and school grounds. Minimum qualifications are: (1) the land is owned or operated by a public entity; (2) the facility is for the use of the general public.

Class V - Residential Landscaping Class V is intended for use by homeowners' associations, municipal-owned parks and other groups operating common areas or medians with extensive landscaping and for individual home owners with extensive landscape irrigation requirements. Qualifications for Class V are as follows: (1) use of Non-Potable Water by individual residents may require State or County Department of Health Services prior approval before Camrosa can provide service; (2) State or County Departments of Health Services may require periodic inspections of privately operated Non-Potable Irrigation Systems to assure that no cross connections exist.

Class VI - Temporary Construction Water Class VI is intended for uses related to general construction such as dust abatement, compaction, and roadway cleaning. Qualifications for Class VI are as follows: (1) customer shall secure a permit from Camrosa for use of Non-Potable Water; (2) customer may be required to make deposits and pay special fees and charges as established by the Board of Directors; and (3) customer shall agree to comply with all State and County Department of Health Services requirements for uses of Non-Potable Water.

4. General Requirements for Reclaimed Water Service

To qualify for Reclaimed Water Service, the customer shall meet the following minimum requirements for service:

- A. The Camrosa Reclaimed System must be adjacent to the property to be serviced (or a connection thereto provided at the customer's expense at the time of initiation of service).
- B. Customer must secure a meter service for Reclaimed Water at the customer's expense at the time of initiation of service.
- C. Customer must secure any Permits which may be required by State or local governmental regulatory agencies for use of reclaimed water.
- D. Customer comply with all California Department of Health Services and Regional Water Quality Control Board regulations for the use of reclaimed water.

5. Reclaimed Water Service Customer Classes

Class I - Commercial Agricultural Irrigation Class I is intended for lands requiring large amounts of water for irrigation of commercial crops and contractual commitments with Camrosa for long-term Reclaimed Water Service. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements for Class I are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors); and (3) the owner of the land has endorsed, submitted, and secured approval of a Reclaimed Water Service Agreement with Camrosa Water District as contained in "Exhibit C" of this Ordinance before March 31, 1995.

Class II - Commercial Agricultural Irrigation Class II is intended for lands requiring large amounts of water for irrigation of commercial crops. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements for Class II are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors).

Class III - Commercial Landscape Irrigation Class III is intended for parks, golf courses, and other large irrigated turf

areas. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements are: (1) the land to be served is primarily used for recreational, decorative, or other purposes where large amounts of irrigated turf are required; (2) the land to be served is posted in accordance with Department of Health Services regulations for use of reclaimed water in areas open to the general public.

Class IV - Commercial Agricultural Irrigation Class IV is intended for the irrigation of commercial crops with restrictions on the method of irrigation or crop type as imposed by the Department of Health Services. The water served is considered oxidated and qualifies as secondary wastewater effluent; therefore, its uses are restricted. Minimum requirements for Class IV are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors).

6. Pressures Zone Surcharges

Both Non-Potable Irrigation Water Services and Reclaimed Water Services are subject to surcharges if the areas to be served are above the first hydraulic lift in the Non-Potable Irrigation System or the Reclaimed System. Zone Surcharges are intended to reflect the actual cost of any additional pumping and shall be reviewed annually to assure that they reflect current costs.

7. Rates and Charges

The water rates and service charges for Non-Potable and Reclaimed Water Services are contained in "Exhibit A" of this Ordinance. Also included are current rates and charges for those service classes subject to the various Water Service Agreements. Rates and charges not subject to contractual agreements may be amended from time to time by the Camrosa Board of Directors.

8. Ordinance Amendments

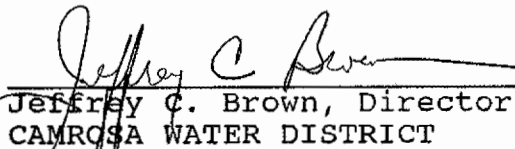
Non-Potable and Reclaimed Service Class I Agreements shall be offered on a temporary basis for a term to be determined by the Camrosa Board of Directors. The terms contained in these Agreements may be withdrawn or amended from time to time, as well as any other provisions of this Ordinance by the Camrosa Board of Directors.


9. Implementation and Prior Rules and Regulations

The Water Service Agreements contained in this Ordinance shall be available to potential Class I customers upon adoption of this Ordinance. Water Service Class rates and charges shall be effective upon completion of the Conejo Creek Project. Current rates and

regulations remain in effect until this Ordinance is implemented. This Ordinance supersedes all prior Ordinances and Resolutions relating to rules and regulations for Non-Potable and/or Reclaimed Water Services.

ADOPTED, SIGNED AND APPROVED this 23rd day of February 1995.


Jeffrey C. Brown, Director
CAMROSA WATER DISTRICT


Ronald J. Vogel, Director
CAMROSA WATER DISTRICT

ATTEST:

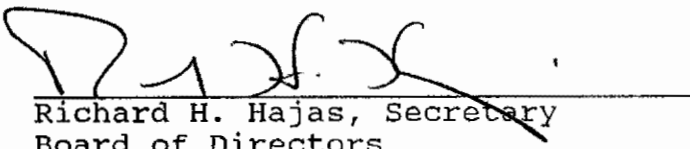

Richard H. Hajas, Secretary
Board of Directors
CAMROSA WATER DISTRICT

EXHIBIT A

NON-POTABLE IRRIGATION WATER SERVICE

	<u>Monthly Service Charge</u>	<u>Monthly Minimum Charge</u>	<u>Water Rate</u>
Class I	None	\$.50/Acre of Eligible Acres*	\$.38/Unit
Class II	\$.02/gpm + \$5.60	None	\$.50/Unit
Class III	N/A	N/A	N/A
Class IV	N/A	N/A	N/A
Class V	N/A	N/A	N/A
Class VI	N/A	N/A	N/A

RECLAIMED IRRIGATION WATER SERVICE

	<u>Monthly Service Charge</u>	<u>Monthly Minimum Charge</u>	<u>Water Rate</u>
Class I	None	\$.25/Acre of Eligible Acres*	\$.18/Unit
Class II	N/A	N/A	N/A
Class III	N/A	N/A	N/A
Class IV	N/A	N/A	N/A

EXHIBIT A

PRESSURE ZONE SURCHARGE

Zone 410	N/A
Zone 470	\$.025/Unit
Zone 620	\$.08/Unit
Zone 1050	\$.22/Unit

*Total acres listed as eligible acres in Paragraph A.1. of Exhibit B or C.

EXHIBIT B

NON-POTABLE
IRRIGATION WATER SERVICE AGREEMENT

This Water Service Agreement is by and between Camrosa Water District, hereinafter known as "Camrosa" and _____, hereinafter known as "Customer".

A. Property Served and Location of Meter Services.

The parties hereto agree to the following:

1. Camrosa shall make available to Customer non-potable irrigation water service for beneficial use on the following parcel(s):

	Eligible Acres (*1)
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres

2. Non-potable irrigation water shall be made available to the above parcel(s) through meter service(s) of the following size(s) and location(s), and service pressure:

Meter Size	Location	Static Pressure Range	Pressure Zone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Both parties agree that additional meter services may be established at future times by the Customer as the need arises. Customer shall bear the burden of such installations.

(*1) Parcel Maps are attached; eligible acres are highlighted if less than the entire parcel is eligible. The attachments are made a part of this agreement.

B. Conditions of Service

1. Qualifying Parcels

a. The Customer's parcel(s) specified in Paragraph A(1) above shall qualify for non-potable irrigation service Class I as defined by the Camrosa Board of Directors under the Rates and Regulations in effect on the date of execution of this Agreement and meet one of the following requirements:

(1) The parcel(s) listed in Paragraph A(1) shall be a minimum of 20 acres.

OR

(2) The parcel(s) listed in Paragraph A(1) shall be contiguous with one or more parcels listed in Paragraph A(1) or reasonably considered part of the other parcel's agricultural operation as determined by Camrosa.

b. Parcels listed in Paragraph A(1), shall be determined by Camrosa to be all part of a single agricultural operation as of the date of execution of this Agreement. This determination shall remain valid until such time as substantial changes occur to the operation or ownership of the property. Substantial changes may include but are not limited to title, ownership, or development unrelated to the agricultural operation.

2. Availability

a. Both parties acknowledge that although Camrosa shall maintain a firm entitlement to a Non-Potable water supply sufficient to meet the average annual demands of Customer, there may be shortages from time to time as a result of peak water demands or there may be reduced water supplies resulting from drought and other events beyond the control of Camrosa.

b. Both parties therefore agree that in order to make the most beneficial use of Camrosa's Non-Potable water supply, Camrosa may require scheduled uses of water, limit maximum flow rates, and develop rate incentives to encourage off-peak water use.

c. Both parties further agree that Customer shall maintain first priority along with other non-potable irrigation Class I customers with similar agreements for

use of Conejo Creek water throughout the term of this Agreement.

3. Water Quality

a. Both parties agree that Camrosa does not guarantee the quality of the non-potable irrigation water. The water is, by definition, non-potable and, therefore, not suitable for human or live stock consumption. Because of the source of the water, the quality may not be suitable for certain crop types.

b. Camrosa agrees to cooperate in managing the availability of an alternate water source to reduce the impacts of high chloride concentrations which affect certain crop types. Camrosa may periodically agree to blend low-chloride water, assist the customer in blending, or provide low chloride water based upon costs of alternate water sources at the time of use.

4. Diversion of Water

a. Customer agrees to discontinue all diversions of water from the Conejo Creek and Calleguas Creek which is identified in the final State Water Resources Control Board (SWRCB) Permit issued to Thousand Oaks as waters entitled to the Camrosa Conejo Creek Project once non-potable irrigation water is made available to Customer by Camrosa under this Agreement. Camrosa shall take reasonable actions to prevent diversions of such water by others.

b. Both parties agree that nothing in this Agreement shall require or cause the customer to forfeit, waive, or modify any rights to groundwater or the use or control of the creek channel on the properties in Paragraph A-1 and Camrosa agrees not to take any actions which cause any such forfeiture, waiver, or modification.

5. Monitoring and Accounting

a. Both parties shall cooperate in the monitoring and accounting of waters of the Conejo Creek.

b. Camrosa shall monitor stream flows, maintain records on stream flows, and develop periodic inventory reports on stream flows to account for the various waters of the Conejo Creek. Camrosa will generate the required data through various means, including facilities operated by customer, if any; The City of Thousand Oaks; Calleguas Municipal Water District; Ventura County Flood Control District; and Camrosa.

c. Customer agrees to meter all material extractions from the Conejo Creek with a metering device (which may be either a pump operating log or water flow meter) reasonably approved by Camrosa. Customer agrees to provide Camrosa access to the diversion site for purposes of meter reading and meter inspection. Customer agrees to permit Camrosa to test the metering device as needed and Customer further agrees to make repairs to the device required to maintain the manufacturer's specified accuracy.

d. Customer agrees to notice Camrosa within 30 days after start up of the location of any diversion point on customer's parcel. Customer further agrees to maintain a log of each diversion point specifying the time, place, estimated flow rate, duration, and total estimated quantity of all diversion operations. Customer agrees to provide Camrosa semi-annually with copies of these logs certified by the customer to be accurate by October 30 for the preceding period of April through September; and by April 30 for the preceding period of October through March.

6. Use of Water

a. Customers may use water for any beneficial purpose suitable for non-potable water and not in violation of Health and Safety Regulations imposed by the State or other regulatory agency.

b. Water delivered by Camrosa to customer shall not be sold, traded, bartered, or in any other manner transferred by the customer for use on any parcel or parcels not identified in Paragraph A(1) of this Agreement. Nothing herein shall be deemed or interpreted to prohibit or restrict customer from providing such water to tenants or other occupants of any parcel(s) identified in Paragraph A(1) of this Agreement or from transferring water to or from any such parcels.

7. Water Pressure

Both parties agree that the non-potable irrigation water meter services contained in Paragraph A(2) represent average static pressure supplied to the meter service. Camrosa does not guarantee that water will be delivered at any particular pressure at any particular time. Camrosa shall be held harmless from any damages resulting from customary pressure fluctuations, surges, or any other dynamic hydraulic characteristics generally found in water systems. Customer can anticipate that under normal conditions water will be available within the static pressure range specified in Paragraph A(2).

C. Considerations

1. Connection Charges

a. Camrosa agrees to require no connection charges or capital fees for the non-potable meter service(s) contained in Paragraph A(2). Customer agrees to bear the installation costs for any new service connections not existing at the time of this agreement and/or the cost of any changes to the size of any existing service facilities requested by customer.

b. Camrosa agrees to require no connection charges or capital fees for the relocation of the following existing potable services:

However, both parties agree that Customer shall bear the cost of relocation.

2. Commodity Charges

Both parties agree that commencing on January 1, 1994, the water rate for non-potable water service under the terms and conditions of this Agreement shall be \$165.53 per acre foot or \$ 0.38 per hundred cubic foot.

3. Minimum Charges

a. Both parties agree that commencing on the date on which a Notice of Completion is filed with the County of Ventura for the Conejo Creek Project, the Monthly Minimum Charge for maintaining service shall be 50 cents per eligible acre listed in Paragraph A(1) not to be less than \$25 per qualifying parcel listed in Paragraph A(1) and not to exceed \$150 per qualifying parcel and to be no greater than \$175 per group of parcels determined by Camrosa to be a single agricultural operation. Application of these charges, as they relate to a group or parcels being a single operation, shall be based upon Paragraph B(1) and, pursuant to said Paragraph B(1), shall be adjusted from time to time upon substantial changes in ownership or operation based upon the most current status of the relationship among the various qualifying parcels throughout the term of this Agreement.

b. Both parties agree that the Monthly Minimum Charge shall be levied each and every month for the term of this Agreement regardless of water use.

c. Both parties agree that Monthly Minimum Charges paid in any month shall be credited against commodity charges payable under Paragraph C(2) during such month.

4. Rate Adjustments

Both parties agree that each of the water rates and service charges contained in Paragraphs C(1) and C(2) shall be adjusted each year hereafter effective January 1 of each year, by the Implicit Price Deflator - State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce, Bureau of Economic Analysis (or, if such Index is no longer published or changes in method of calculation, such successor index that is calculated in a similar manner) for the preceding 12 month period of July through June.

5. Diversion of Conejo Creek Project Water

a. Customer agrees that any water diverted from the Conejo Creek or Calleguas Creek at a time when such amount of Non-Potable Irrigation Water is available from Camrosa's service hereunder, which is reasonably determined by Camrosa, based on the data collected, to be water entitled to the Conejo Creek Project, shall be considered water delivered by Camrosa. Customer shall pay Camrosa the water rate defined in Paragraph C(1) for each unit of water extracted from the creek to which customer was not entitled.

b. In the event customer disputes Camrosa's determination regarding charges referred to in the preceding paragraph, Customer may appeal to the Camrosa Board of Directors.

c. In the event Customer disputes the findings of the Camrosa Board of Directors, Customer may request a review by a qualified impartial engineer. The engineer shall be selected by Calleguas Municipal Water District and the determination of the engineer shall be final. In the event Camrosa's findings are upheld, customer shall bear the cost of the independent engineering service provided. In the event Camrosa's findings are not upheld, Camrosa shall pay all costs of such engineering services and customer's review.

6. Payment for Service

Customer agrees to pay Camrosa for all water delivered and to pay Camrosa the Monthly Minimum Charge in accordance with Camrosa's standard Rates & Regulations governing payment for services in effect at the time of delivery. In the event

Customer fails to pay any such amounts within not less than 60 days after notice to customer, Camrosa shall have the right to terminate this agreement, (in which case Customer acknowledges that thereafter Customer may not be able to obtain Non-Potable water service on terms as favorable to Customer as those set forth herein). Such termination right shall be Camrosa's sole remedy with respect to a failure to pay monthly minimum charges.

7. Incentive Rates

a. Camrosa shall retain the option to implement incentive rates to encourage the most beneficial use of water. Such rates may offer lower per unit prices during off-peak periods and higher per unit prices during peak periods (but in no event more than 125% of the applicable per unit). Camrosa agrees that the average price of water over a 24-hour, 7-day (Sunday through Saturday) period for constant flow rate of water shall not exceed the price defined in Paragraph C(1) as adjusted in Paragraph C(3).

D. Term

The term of this agreement shall commence upon execution by the Camrosa Board of Directors and shall continue, unless terminated by Customer by written notice to Camrosa for a period of 25 years after Notice of Completion is filed for the Conejo Creek Project and for any period(s) of extension of the Agreement between Camrosa and Calleguas described in Paragraph E(3) below or any successor or replacement Agreement.

E. Successors and Assigns

This Water Service Agreement shall be assignable, in whole or in part, by Customer to any tenant, occupant, or successor-in-interest to any of the property served by this Agreement as described in Section A(1) above. This Agreement shall be binding upon and inure to the benefit of successors and assigns.

F. Conditions to Obligations Contained Within Agreements

The duties and obligations of the parties hereto are conditioned upon the following:

1. The City of Thousand Oaks obtains an Appropriations Permit from the State of California pursuant to Application No. 29408 and any subsequent amendments thereto.

2. Thousand Oaks reaches an agreement with Calleguas for the sales of Conejo Creek water.

3. Camrosa reaches an agreement with Calleguas for the purchase of Conejo Creek water.
4. The Conejo Creek Project successfully satisfies the requirements of CEQA and any other State and local permitting authority.
5. The Conejo Creek Project Notice of Completion is filed with the County of Ventura prior to January 1, 1998.
6. For this Agreement to be binding, it must be signed and duly notarized by all parties on or before March 31, 1995.

CUSTOMER

Dated _____

State of California)
County of Ventura)

On _____ before me, _____
Date Name, Title of Officer
personally appeared _____

Name(s) of Signer(s)
_____ personally known to me OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Signature of Notary

CAMROSA WATER DISTRICT

Dated _____

Richard H. Hajas
General Manager

RECLAIMED
IRRIGATION WATER SERVICE AGREEMENT

EXHIBIT C

This Water Service Agreement is by and between Camrosa Water District, hereinafter known as "Camrosa" and _____, hereinafter known as "Customer".

A. Property Served and Location of Meter Services.

The parties hereto agree to the following:

1. Camrosa shall make available to Customer non-potable irrigation water service for beneficial use on the following parcel(s):

	Eligible Acres (*1)
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres

2. Reclaimed irrigation water shall be made available to the above parcel(s) through meter service(s) of the following size(s) and location(s), and service pressure:

Meter Size	Location	Static Pressure Range	Pressure Zone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Both parties agree that additional meter services may be established at future times by the Customer as the need arises. Customer shall bear the burden of such installations.

(*1) Parcel Maps are attached; eligible acres are highlighted if less than the entire parcel is eligible. The attachments are made a part of this Agreement.

B. Conditions of Service

1. Qualifying Parcels

The Customer's parcel(s) specified in Paragraph A(1) above shall qualify for reclaimed irrigation service Class I as defined by the Camrosa Board of Directors under the Rates

and Regulations in effect on the date of execution of this Agreement and meet one of the following requirements:

(1) The parcel(s) listed in Paragraph A(1) shall be a minimum of 10 acres.

OR

(2) the parcel(s) listed in Paragraph A(1) shall be contiguous with one or more parcels listed in Paragraph A(1) or reasonably considered part of the other parcel's agricultural operation as determined by Camrosa.

- b. Parcels listed in Paragraph A(1), shall be determined by Camrosa to be all part of a single agricultural operation as of the date of execution of this Agreement. This determination shall remain valid until such time as substantial changes occur to the operation or ownership of the property. Substantial changes may include but are not limited to title, ownership, or development unrelated to the agricultural operation.

2. Availability

a. Both parties acknowledge that although Camrosa shall maintain a firm entitlement to a Reclaimed water supply sufficient to meet the average annual demands of Customer, there may be shortages from time to time as a result of peak water demands or there may be reduced water supplies resulting from drought and other events beyond the control of Camrosa.

b. Both parties therefore agree that in order to make the most beneficial use of Camrosa's reclaimed water supply, Camrosa may require scheduled uses of water, limit maximum flow rates, and develop rate incentives to encourage off-peak water use.

c. Both parties further agree that Customer shall maintain first priority along with other reclaimed irrigation Class I customers with similar agreements for use of reclaimed water throughout the term of this Agreement.

3. Water Quality

a. Both parties acknowledge that the sources of water delivered to the Customer under this Agreement are Conejo Creek Project water and tertiary treated effluent water from the Camrosa Wastewater Treatment Plant.

b. Customer agrees to use water in accordance with Standards regulated by the Department of Health Services and the Regional Water Quality Control Board.

4. Use of Water

a. Customers may use water for any beneficial purpose suitable for reclaimed water and not in violation of Health and Safety Regulations imposed by the State or other regulatory agency.

b. Water delivered by Camrosa to customer shall not be sold, traded, bartered, or in any other manner transferred by the customer for use on any parcel or parcels not identified in Paragraph A(1) of this Agreement. Nothing herein shall be deemed or interpreted to prohibit or restrict customer from providing such water to tenants or other occupants of any parcel(s) identified in Paragraph A(1) of this Agreement or from transferring water to or from any such parcels.

5. Water Pressure

Both parties agree that the reclaimed irrigation water meter services contained in Paragraph A(2) represent average static pressure supplied to the meter service. Camrosa does not guarantee that water will be delivered at any particular pressure at any particular time. Camrosa shall be held harmless from any damages resulting from customary pressure fluctuations, surges, or any other dynamic hydraulic characteristics generally found in water systems. Customer can anticipate that under normal conditions water will be available within the static pressure range specified in Paragraph A(2).

C. Considerations

1. Connection Charges

a. Camrosa agrees to require no connection charges or capital fees for the reclaimed meter service(s) contained in Paragraph A(2). Customer agrees to bear the installation costs for any new service connections not existing at the time of this agreement and/or the cost of any changes to the size of any existing service facilities requested by customer.

2. Commodity Charges

Both parties agree that commencing on January 1, 1994, the water rate for non-potable water service under the

terms and conditions of this Agreement shall be \$78.40 per acre foot or \$ 0.18 per hundred cubic foot.

3. Minimum Charges

a. Both parties agree that commencing on the date on which a Notice of Completion is filed with the County of Ventura for the Conejo Creek Project, the Monthly Minimum Charge for maintaining service shall be 25 cents per acre used in agricultural operations not to be less than \$10 per qualifying Parcel listed in Paragraph A(1) and not to exceed \$75 per qualifying parcel and to be no greater than \$90 per group of parcels determined by Camrosa to be a single agricultural operation. Application of these charges as they relate to a group of parcels being a single operation shall be based upon Paragraph B and pursuant to Paragraph B(1) and shall be adjusted from time to time upon substantial changes in ownership or operation based upon the most current status of the relationship among the various qualifying parcels throughout the term of this Agreement.

b. Both parties agree that the Monthly Minimum Charge shall be levied each and every month for the term of this Agreement regardless of water use.

4. Rate Adjustments

Both parties agree that each of the water rates and service charges contained in Paragraphs C(1) and C(2) shall be adjusted each year hereafter effective January 1 of each year, by the Implicit Price Deflator - State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce, Bureau of Economic Analysis (or, if such Index is no longer published or changes in method of calculation, such successor index that is calculated in a similar manner) for the preceding 12 month period of July through June.

5. Payment for Service

Customer agrees to pay Camrosa for all water delivered and to pay Camrosa the Monthly Minimum Charge in accordance with Camrosa's standard Rates & Regulations governing payment for services in effect at the time of delivery. In the event Customer fails to pay any such amounts within not less than 60 days after notice to customer, Camrosa shall have the right to terminate this agreement, (in which case Customer acknowledges that thereafter Customer may not be able to obtain Non-Potable water service on terms as favorable to Customer as those set forth herein). Such termination right shall be Camrosa's sole

remedy with respect to a failure to pay monthly minimum charges.

6. Incentive Rates

a. Camrosa shall retain the option to implement incentive rates to encourage the most beneficial use of water. Such rates may offer lower per unit prices during off-peak periods and higher per unit prices during peak periods (but in no event more than 125% of the applicable per unit price). Camrosa agrees that the average price of water over a 24-hour, 7-day (Sunday through Saturday) period for constant flow rate of water shall not exceed the price defined in Paragraph C(1) as adjusted in Paragraph C(3).

D. Term

1. The term of this agreement shall commence upon execution by the Camrosa Board of Directors and shall continue, unless terminated by Customer by written notice to Camrosa for a period of 25 years after Notice of Completion is filed for the Conejo Creek Project and for any period(s) of extension of the Agreement between Camrosa and Calleguas described in Paragraph E(3) below or any successor or replacement Agreement.

E. Successors and Assigns

This Water Service Agreement shall be assignable, in whole or in part, by customers to any tenant, occupant, or successor-in-interest to any of the property served by this Agreement as described in Section A(1). above. This Agreement shall be binding upon and inure to the benefit of successors and assigns.

F. Conditions to Obligations Contained Within Agreements

The duties and obligations of the parties hereto are conditioned upon the following:

1. The City of Thousand Oaks obtains an Appropriations Permit from the State of California pursuant to Application No. 29408 and any subsequent amendments thereto.

2. Thousand Oaks reaches an agreement with Calleguas for the sales of Conejo Creek water.

3. Camrosa reaches an agreement with Calleguas for the purchase of Conejo Creek water.

4. The Conejo Creek Project successfully satisfies the requirements of CEQA and any other State and local permitting authority.
5. The Conejo Creek Project Notice of Completion is filed with the County of Ventura prior to January 1, 1998.
6. For this Agreement to be binding, it must be signed and duly notarized by all parties on or before March 31, 1995.

CUSTOMER

Dated

State of California)
County of Ventura)

On _____ before me, _____
Date Name, Title of Officer
 personally appeared _____

_____ personally known to me OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Signature of Notary

CAMROSA WATER DISTRICT

Dated

Richard H. Hajas
General Manager

Board Memorandum

November 9, 2023

To: Tony Stafford, General Manager

From: Kevin Wahl, Superintendent of Operations

Subject: Local Production Update

Objective: Receive a briefing on local water production through the first quarter of Fiscal Year 2023-24.

Action Required: No action necessary; for information only.

Discussion: The District tracks production of its various water sources electronically via the Supervisory Control and Data Acquisition (SCADA) system. Kevin Wahl, Superintendent of Operations, will present a report on local water production through the first quarter of Fiscal Year 2023-24.

Board Memorandum

November 9, 2023

To: General Manager

From: Kevin Wahl, Superintendent of Operations

Subject: CWRP Confined Space Gas Monitor Capital Improvement Project

Objective: Replace the confined space gas monitors at the CWRP Headworks.

Action Required: Authorize the General Manager to:

- 1) Appropriate \$80,000.00 from the Wastewater Capital Replacement Fund and establish a CWRP Confined Space Gas Monitor Capital Improvement Project (CIP); and
- 2) Issue a purchase order to JPR Systems, Inc., in an amount not to exceed \$41,592.39, for the purchase of confined space gas monitoring equipment.

Discussion: The CWRP Headworks structure is a two-story underground building that houses the main wastewater influent pumps. Because it is located underground, this building qualifies as a confined space that could become subject to hazardous atmospheric buildup. For safety reasons, air inside the structure is continuously monitored to ensure that it is safe to enter. This is done via a system of atmospheric sensors on each floor, warning lights and alarms, and a control panel that displays the current levels of oxygen, hydrogen sulfide, and methane gases. The equipment currently in place has failed, requiring operators to treat the entire facility as an unmonitored confined space.

This project will replace the confined space gas monitoring system at the CWRP Headworks building with a new MSA system. This will be consistent with the previous system, which lasted over 20 years, and with our portable monitoring units that are all manufactured by MSA.

The above purchase order covers the first step of the project, which is the purchase of the MSA monitoring equipment from JPR Systems, Inc., the local MSA dealer for this type of system. This includes the monitors, control panel, analyzers, and other associated equipment. The remainder of the project budget covers installation and testing.

This project will be completed by the end of June 2024.

JPR Systems
305 N. Berry Street
Brea, CA 92821
Ph: 800-478-1002
www.jprsystems.com



Quotation

Quote Reference Number: **JPRQ94820**

QNG Jude Camrosa Water District 5/10/2023

Oct 3, 2023

Quoted To:

Camrosa Water District
Jude Kiesewetter
7385 Santa Rosa Road
Camarillo, CA

Email: judek@camrosa.com
Phone: (805) 469-6402

Prepared By:

Nicholas Gray
Email: nicholas.gray@jprsystems.com

Your Sales Representative: Nicholas Gray

**Please make order out to:
JPR Systems, Inc.**

Here is the quote you requested.
Version -01: added estimated freight charges and estimated taxes.

Ln #	Qty	Order Code and Product Description	Unit Price	Ext. Price
Manufacturer: MSA				
1	1	10212616 Controller, Sentry iO, 8PT, 32RLY, 8AO, STD	\$6,845.00	\$6,845.00
Estimated shipment in 30-45 working days A.R.O.				
2	1	A-X5000 0M0001515T2 MATERIAL: 0 STAINLESS STEEL - 3/4" NPT APPROVALS: M FM BLUETOOTH: 0 YES Output: Analog/HART (std) FUTURE CHARACTERISTIC: 0 FUTURE USE SENSOR 1: 15 OXYGEN (FM ONLY) SENSOR 2: 15 OXYGEN (FM ONLY) TAG: T2 TWO STAINLESS STEEL TAGS	\$4,805.00	\$4,805.00
Estimated shipment in 10-15 working days A.R.O.				
3	1	A-X5000 0M0002121T2 MATERIAL: 0 STAINLESS STEEL - 3/4" NPT APPROVALS: M FM BLUETOOTH: 0 YES Output: Analog/HART (std) FUTURE CHARACTERISTIC: 0 FUTURE USE SENSOR 1: 21 HYDROGEN SULFIDE 0-50 PPM SENSOR 2: 21 HYDROGEN SULFIDE 0-50 PPM TAG: T2 TWO STAINLESS STEEL TAGS	\$5,085.00	\$5,085.00
Estimated shipment in 10-15 working days A.R.O.				

Quote Reference Number: **JPRQ94820**

Ln #	Qty	Order Code and Product Description	Unit Price	Ext. Price
4	1	A-X5000 0M000AAAAT2 MATERIAL: 0 STAINLESS STEEL - 3/4" NPT APPROVALS: M FM BLUETOOTH: 0 YES Output: Analog/HART (std) FUTURE CHARACTERISTIC: 0 FUTURE USE SENSOR 1: AA COMBUSTIBLE IR 5% METHANE SENSOR 2: AA COMBUSTIBLE IR 5% METHANE TAG: T2 TWO STAINLESS STEEL TAGS Estimated shipment in 10-15 working days A.R.O.	\$6,255.00	\$6,255.00
5	4	#10213892 JB5000,3/4 NPT,FM Estimated shipment in 10-15 working days A.R.O.	\$475.00	\$1,900.00
6	3	41X-024-1 41X-024-1 = FEDERAL SIGNAL EXPLOSION PROOF VIBRATING HORN, CLASS I, DIV. 1, GROUPS C & D, NEMA 4X 110dB OUTPUT, 24VDC Estimated shipment in 14-21 working days A.R.O.	\$1,785.00	\$5,355.00
7	3	151XST-012-024R 151XST-012-024R = FEDERAL SIGNAL HAZARDOUS AREA STROBE LIGHT, CLASS I, DIV. 2, GROUPS A,B,C & D, NEMA 4X, 12-24VDC, DOME GUARD INCLUDED RED LENS, PIPE MOUNT Estimated shipment in 14-21 working days A.R.O.	\$770.00	\$2,310.00
8	1	10028084-KIT1 Cylinder, H2S in nitrogen, 5 ppm, kit Estimated shipment in 10-21 working days A.R.O.	\$695.00	\$695.00

JPR Systems
305 N. Berry Street
Brea, CA 92821
Ph: 800-478-1002
www.jprsystems.com



Quote Reference Number: **JPRQ94820**

Ln #	Qty	Order Code and Product Description	Unit Price	Ext. Price
9	1	10028032-KIT1 Cylinder, 2.5% methane in air, kit	\$700.00	\$700.00
Estimated shipment in 10-21 working days A.R.O.				
10	1	10028036-KIT1 Cylinder, 5% oxygen in nitrogen, kit	\$605.00	\$605.00
Estimated shipment in 10-21 working days A.R.O.				
11	1	Freight Estimated freight charges	\$4,000.00	\$4,000.00
12	1	Taxes Estimated taxes (7.25%) MSA charges taxes on the freight, and since this is estimated, the taxes will be an estimate as well.	\$3,037.39	\$3,037.39

JPR Systems
305 N. Berry Street
Brea, CA 92821
Ph: 800-478-1002
www.jprsystems.com



Quote Reference Number: **JPRQ94820**

Ln #	Qty	Order Code and Product Description	Unit Price	Ext. Price
			Grand Total	\$41,592.39

Please contact me if I can be of further assistance.

Terms: NET 30

F.C.A

Ship Via: Best Way

Prices valid for 30 days

1. No sales or use tax is included.
2. Shipping cost is not included. It is prepay and add. Include your collect shipping information on your order.
3. Prices are applicable only to quantities shown.
4. Quoted delivery is an estimate based on material availability at time of quotation.
5. Material compatibility and selectable dimensions are customer's responsibility.
6. The suggested technical solution is based on the application information provided by the customer.
7. JPR Systems, Inc. or Manufacturers' terms & conditions apply depending on purchase order addressee.
8. Fees charged for canceled or returned orders.
9. Credit Card fees may apply

Instrument Calibration
All Brands of Instrumentation
Convenient on-site traceable calibration
at economical pricing!

**Call JPR Service at (800) 478-1002
to schedule an appointment.**



Board Memorandum

November 9, 2023

To: General Manager
From: Donnie Alexander, Administrative Asst.
Subject: Board of Directors Meeting Calendar for 2024

Objective: Receive the Board meeting calendar for 2024.

Action Required: Adopt a calendar of regular Board meetings for calendar year 2024.

Discussion: Prior to the beginning of each calendar year, the Board adopts its official calendar for Board meetings. The attached Board meeting calendar has been prepared to provide meetings that generally coincide with the second and fourth Thursday of each month. Where holidays or conferences interfere with that schedule, the meetings have been adjusted to maintain regular opportunities for the Board to conduct the District's business. Upon adoption, this will become the regular 2024 Board Meeting schedule and made available to the public.

2024 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2024 Holidays						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 1 st & 2 nd New Year's Holiday (Observed)						
	1	2	3	4	5	6					1	2	3						1	2	February 19 th - President's Day						
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9	May 27 th - Memorial Day						
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	July 4 th - Independence Day						
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23	September 2 nd - Labor Day						
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	November 11 th - Veteran's Day						
														31							November 28 th & 29 th - Thanksgiving						
																					December 24 th & 25 th - Christmas						
																					December 31 st - New Year's Eve						
APRIL							MAY							JUNE							2024 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. 24 th - 26 th						
	1	2	3	4	5	6				1	2	3	4							1	ACWA Spring Conf. (Sacramento) May 7 th - 9 th						
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	CASA 69 th Annual Conf. (Monterey) July 31 st - Aug. 2 nd						
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	ACWA Fall Conf. (Palm Desert) Dec 3 rd - 5 th						
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22							
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29							
														30													
JULY							AUGUST							SEPTEMBER							2024 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	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7	AWA Board Meetings (See orange on calendar)						
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	Waterwise Breakfast (See yellow on calendar)						
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	April 18 th - Annual Symposium						
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	August - DARK (No Meetings or Events)						
28	29	30	31				24	25	26	27	28	29	31	29	30						September 19 th - Reagan Library Reception						
																					December 12 th - Holiday Mixer						
OCTOBER							NOVEMBER							DECEMBER							2024 VCSDA Meetings						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 6 th - Annual Dinner						
		1	2	3	4	5						1	2	1	2	3	4	5	6	7	April 2 nd						
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	June 4 th						
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	August 6 th						
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	October 1 st						
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					December 3 rd						
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Camrosa Board Meetings are highlighted in RED. Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.																				

Board Memorandum

November 9, 2023

To: Board of Directors

From: General Manager

Subject: Closed Session – 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 54957.



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. 2023 Board Calendar

CURRENT PROJECT CHANGE ORDERS

Project #	PW/Agreement#	PO#	Project	Total Budget	Available Budget	Contractor	Award Date	Brd/Gmgr	Change Order	Original Bid	Negotiated Value	Scope of Services/Change Order Description
900-18-03												
	2017-30	FY18-0034-R2	Effluent Pond Relining	\$ 1,501,500.00	\$ 114,127.70	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
		FY20-0317-R1					5/28/2020	BD	CO #4	\$ 11,330.00	\$ 11,330.00	Services to amend and update plans and specs
		FY21-0254-R1					5/13/2021	BD	CO#5	\$ 15,355.00	\$ 15,355.00	Engineering support services during construction
											\$ 124,233.00	
		FY21-0255-R1				Oakridge Geoscience, Inc.	5/13/2021	BD			\$ 22,200.00	compaction and material testing services
		FY22-0181					10/11/2021	GM	CO#1	\$ 3,360.00	\$ 3,360.00	supplemental materials testing services
											\$ 25,560.00	
	RW21-01	FY21-0250-R3				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												
	2017-33	FY18-0055	CWRf Dewatering Press	\$ 2,158,000.00	\$ 1,994,063.42	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												
	2014-56	REQ00057	PV Well (Lynwood Well)	\$ 5,967,000.00	\$ 64,049.89	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- additional work
							2/23/2023	BD	CO #12	\$ 14,962.00	\$ 14,962.00	construction support services- additional work
											\$ 384,904.00	
		FY22-0010				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/R

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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 10 th - Veteran's Day						
																					November 23 rd & 24 th - Thanksgiving						
																					December 25 th & 26 th - Christmas						
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 18 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 VCSDA 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	5	6	7	8	9	10	11	3	4	5	6	7	8	9	April 4 th						
8	9	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16	June 6 th						
15	16	17	18	19	20	21	19	20	21	22	23	24	25	17	18	19	20	21	22	23	August 1 st						
22	23	24	25	26	27	28	26							19	20	21	22	23	24	25	October 3 rd						
29	30	31					26	27	28	29	30			26	27	28	29	30			December 5 th						
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Board of Directors meetings are highlighted in RED . Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.																				
							Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM																				