CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Agenda

Regular Meeting

Thursday, March 21, 2024
Camrosa Board Room
7385 Santa Rosa Rd. · Camarillo, CA 93012
5:00 P.M.

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 location of the teleconference is on the Interislander Ferry in New Zealand.

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 President 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 March 7, 2024**

2. ****Approve Vendor Payments**

   Objective: Approve the payments as presented by Staff.

   Action Required: Approve accounts payable in the amount of $755,610.49.

Primary Agenda

3. ****Comprehensive Rate Study Update**

   Objective: Receive a briefing on the comprehensive rate study.

   Action Required: No action necessary; for information only.

4. ****Miscellaneous Fees and Charges**

   Objective: Update Miscellaneous Fees and Charges schedule.

   Action Required: No action necessary; for information only.

5. ****Prop. 218 Notification and Protest Policy Resolution**

   Objective: Adopt a Prop. 218 notification and protest policy.

   Action Required: Adopt Resolution 24-02 establishing a Prop. 218 Notification and Protest Policy.

6. ****Proposed Fiscal Year 2024-25 Fixed Assets and Capital Projects**

   Objective: Receive a briefing from staff on the proposed Fiscal Year (FY) 2024-25 Fixed Assets and Capital Projects.

   Action Required: No action necessary; for information only.

7. ****Woodcreek Well Rehabilitation Project**

   Objective: Authorize additional funding for the rehabilitation of Woodcreek Well.

   Action Required: It is recommended that the Board of Directors:

   1) Appropriate additional funding in the amount of $80,000.00 for the Woodcreek Well Rehabilitation from the potable capital replacement fund; and
   2) Authorize the Interim General Manager to issue a change order to General Pump Company, Inc., in the amount of $59,599.00, for swage patching the Woodcreek Well casing.

8. **Ordinance 40 Property Owner Policy Implementation Plan**

   Objective: Discuss the implementation plan regarding Property Owner requirement policy in Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services.

   Action Required: No action necessary; for discussion only.

9. ****Update Ordinance 40**

   Objective: Discuss updating provisions in Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services.

   Action Required: No action necessary; for discussion only.

10. ****Appointment of General Manager and Secretary of the Board**

    Objective: Appointment of General Manager and Secretary of the Board.

    Action Required: It is recommended that the Board of Directors:

    1) Adopt Resolution 24-03 of the Board to formally appoint Norman Huff to the position of General Manager and Secretary of the Board effective March 11, 2024; and
    2) Approve the General Manager's compensation as recommended by the Ad Hoc committee.

11. ****Amend the District's Salary and Classification Schedule**

Objective: With the Appointment of General Manager and Secretary of the Board it is necessary to amend and adopt the District's Salary and Classification Schedule.

Action Required: Adopt Resolution 24-04 Adjusting the District's Salary and Classification Schedule.

Comments by General Manager; Comments by Directors; Adjournment

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Donnie Alexander at (805) 482-8514 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 7385 Santa Rosa Rd. · Camarillo, CA 93012 during normal business hours.

**Indicates agenda items for which a staff report has been prepared and 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/

CAMROSA WATER DISTRICT

BUILDING WATER SELF-RELIANCE

March 21, 2024

Board of Directors Agenda Packet

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Minutes

Regular Meeting

Thursday, March 7, 2024
Camrosa Board Room
5:00 P.M.

Call to Order The meeting was convened at 5:02 P.M.

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

Staff: Norman Huff, Interim General Manager
Tamara Sexton, Deputy General Manager/Finance (via teleconference)
Jozi Zabarsky, Customer Service Manager
Joe Willingham, IT and Special Projects Manager
Art Aseo, Engineering & Capital Projects Manager
Kevin Wahl, Superintendent of Operations
Terry Curson, District Engineer
Natalie Roberts, Water Loss Control Coordinator
Seth Shapiro, Legal Counsel

Guest: Jim Murchie, Leisure Village resident

Public Comments

Consent Agenda

1. **Approve Minutes of the Regular Meeting of February 22, 2024**

   The Board approved the Minutes of the Regular Meeting of February 22, 2024.

   Motion: Brown **Second:** Hoag
   Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

2. **Approve Vendor Payments**

   A summary of accounts payable in the amount of $306,589.95 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of $306,589.95.

   Motion: Brown **Second:** Hoag
   Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

3. **Camrosa Water Reclamation Facility Influent Pump Capital Improvement Project**

   The Board authorized the Interim General Manager to:

   1) Appropriate $350,000.00 from the Wastewater Capital Replacement Fund and establish a CWRF Influent Pump Capital Improvement Project (CIP); and
   2) Issue a purchase order to R&B Automation, Inc., in an amount not to exceed $83,138.99, for the purchase and installation of a new 8" Fairbanks Nijhuis Pump; and
   3) Issue a purchase order to R&B Automation, Inc., in an amount not to exceed $80,806.30, for the repair and reinstallation of our existing 8" Fairbanks Nijhuis Pump.

   Motion: Nelson **Second:** Hoag
   Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

4. **Payment Processing**

   The Board authorized the Interim General Manager to enter into a five-year service agreement with InvoiceCloud for electronic payment processing and other related services.

   Motion: Brown **Second:** Foreman
   Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

5. **Fiscal Year 2023-24 Program Accomplishments & Fiscal Year 2024-25 Goals**

   The Board received a presentation from staff regarding current fiscal year program accomplishments and Fiscal Year (FY) 2024-25 program goals.

   No action necessary; for information only.

6. **Prop. 218 Notification and Protest Policy**

   The Board discussed the Prop. 218 notification and protest policy for the upcoming rate-setting process.

   No action necessary; for discussion only.

Comments by Interim General Manager

- Reported meeting with the Deputy City Manager for the City of Oxnard, the General Manager for Calleguas, the Public Works Director for the City of Camarillo, and the new General Manager for Leisure Village.

Comments by Directors

- Director Foreman reported on Metropolitan's memo regarding the rate consideration workshop.

CLOSED SESSION: The Board entered into closed session at 5:50 P.M. to confidentially personnel matters as authorized by Government codes 54957.

7. **Closed Session – Personnel Matters**

   The Board discussed personnel matters.

   No action was taken in closed session.

The Board returned to open session at 6:12 P.M.

Announcement of action taken in closed session.

The Board announced that no reportable action was taken in closed session.

Adjournment

There being no further business, the meeting was adjourned at 6:13 P.M.

_____	_____ (ATTEST)
Norman Huff, Interim Secretary	Eugene F. West, President
Board of Directors	Board of Directors
Camrosa Water District	**Camrosa Water District**

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Interim 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 $755,610.49.

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

Payroll PR ME & 3-1, 2024	$ 112,517.56
Accounts Payable 02/29/2024-03/13/2024	$ 643,092.93
Total Disbursements	$ 755,610.49

DISBURSEMENT APPROVAL

BOARD MEMBER DATE

BOARD MEMBER DATE

BOARD MEMBER DATE

Norman Huff, Interim General Manager

Agenda Item #2

Month of : February-24

CAL-Card Monthly Summary

Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
02/19/24	02/22/24	Amazon	$667.38	Battery Charge for 2B solar site	KV
02/15/22	02/22/24	Red Wing	$348.54	Boots for Kevin	KV
02/13/22	02/22/24	805 Auto	$598.08	Unit #6 2015 F550 Repair	KV
02/15/24	02/22/24	Amazon	$16.08	Amazon prime membership	JS
02/15/24	02/22/24	Amazon	$107.24	Noise canceling headset for meetings	JS
02/14/24	02/22/24	Amazon	$567.05	Kitchen supplies (coffee)	JS
02/13/24	02/22/24	WaterWisePro	$450.00	Distribution exam prep Kyle	JS
02/08/24	02/22/24	WaterWisePro	$450.00	Treatment exam prep Mark	JS
02/02/24	02/22/24	Price Ford	$804.23	A/C repair and oil change Unit 3	JS
02/16/24	02/22/24	Harbor Freight Tools	$16.07	tubing Bender/cutter for sample station project	GM
02/14/24	02/22/24	Home Depot	$75.05	Replacement Portable battery Charger	GM
02/13/24	02/22/24	Harbor Freight Tools	$69.13	Materials for Monitoring well pump	GM
02/12/24	02/22/24	CWEA	$390.00	Potable Water Reuse workshop Mike and Graham	GM
02/02/24	02/22/24	The Home Depot	$19.28	Pruning Saw	GM
01/26/24	02/22/24	Harbor Freight Tools	$25.68	Pliers, nylon clamps for washing BOD bottles	GM
01/24/24	02/22/24	CWEA	$50.00	Data Integrity and Ethics training	GM
01/23/24	02/22/24	Vons	$6.42	Ice for shipping samples	GM
01/23/24	02/22/24	UPS	$445.66	Shipped samples to BSK Labs	GM
01/25/24	02/22/24	Eurofins Analytical	$1,080.00	PFAS Analysis for Court case	MP
02/06/24	02/22/24	USPS Camarillo	$9.85	Mail in CEU training packets	JK
01/24/24	02/22/24	Motion Industries	$56.78	Top seal for aerator gearbox	JK
01/31/24	02/22/24	Amazon	$33.71	Calculators	JZ
02/12/24	02/22/24	Stone Fire Grill	$836.02	Safety Luncheons	JZ
02/13/24	02/22/24	Amazon	$64.34	Keyboard	JZ
02/13/24	02/22/24	Amazon	$75.06	Mouse	JZ
02/01/24	02/22/24	GFOA	$199.00	GAAFR 2024 Edition-Reference Book	SLL
02/01/24	02/22/24	CSMFO	$55.00	Membership Renewal	SLL
02/19/24	02/22/24	Staples	$7.96	Mouse wrist rest for work at home	SLL
02/07/24	02/22/24	Jiffy Lube	$347.84	Oil change unit 6	CC
02/02/24	02/22/24	Mechanix Wear	$262.73	PPE	CC
01/29/24	02/22/24	Grainger	$175.92	supplies unit 6	CC
01/22/24	02/22/24	Autozone	$61.39	Tools unit 6	CC
02/16/24	02/22/24	The Home Depot	$58.89	Truck #38 Tools	JC
02/15/24	02/22/24	Amazon	$37.06	Nitrile shoulder/ arm gloves for sewer lift stations	JC
02/02/24	02/22/24	The Home Depot	$192.57	Smart Cover installation kit	JC
02/01/24	02/22/24	Valvoline Oil change	$188.83	Oil change and Tire rotation for Truck #38	JC
01/29/24	02/22/24	C.P Irrigation Inc.	$55.58	GAC plant/Hydroxide tank repair	MS
01/22/24	02/22/24	Autozone	$135.09	Windshield wipers for vehicles	MS
01/22/24	02/22/24	The Home Depot	$496.94	Salt for penny well	MS
02/06/24	02/22/24	The Home Depot	$33.72	3 Storage totes for GAC	KH
02/02/24	02/22/24	Total Signs & Screenprint	$369.81	Stop/Slow paddles and safety jackets	KH
01/22/24	02/22/24	Batteries + Bulbs	$237.42	Battery for truck 37	KH
02/20/24	02/22/24	Finney's	$57.91	Lunch with PVCWD GM Jared Bouchard	NH
02/14/24	02/22/24	Jersey Mike's	$29.62	Lunch with Jorge Navarro	NH
02/08/24	02/22/24	Old New York Deli	$42.73	Lunch with Terry Curson	NH
02/07/24	02/22/24	Old New York Deli	$48.24	Lunch with Kyle Henschel	NH
01/30/24	02/22/24	UPS	$126.81	Shipped Samples to BSK	CL
01/30/24	02/22/24	Target	$20.14	Sunscreen for Truck 33	CL
01/30/24	02/22/24	Vons	$6.42	Ice for shipping samples	CL
02/01/24	02/22/24	B&B Do it Center	$1.60	Nuts and bolts	CL
02/01/24	02/22/24	CWEA Membership	$166.00	Young Professional Membership Dues	CL
02/05/24	02/22/24	UPS	$171.98	Shipped Samples to BSK	CL
02/16/24	02/22/24	Total Signs	$121.81	PPE	RV
02/09/24	02/22/24	Autozone	$28.96	Truck Mats	RV
01/31/24	02/22/24	The Home Depot	$151.00	Metering Tools	RV
01/31/24	02/22/24	Harbor Freight	$156.40	Metering Tools	RV
01/29/24	02/22/24	Rocket 688	$69.99	Prep truck for return to Enterprise	RV
01/26/24	02/22/24	Spectrum	$1,249.00	Spectrum Internet	JW
02/01/24	02/22/24	Thinking2	$160.00	www.camrosa.com and asrgsa.com domain hosting	JW
02/01/24	02/22/24	MacKay	$37.19	Sat-phone usage charges (incurred during training)	JW
02/11/24	02/22/24	Callfire	$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)	JW
02/12/24	02/22/24	Network Solutions	$19.97	ASRGSA.COM monthly hosting and forwarding - Nov Bill	JW
02/13/24	02/22/24	Userway.org	$490.00	People with Disabilities widget on www.camrosa.com (Annual Renewal)	JW
02/19/24	02/22/24	Spectrum	$95.43	Spectrum Cable	JW
02/19/24	02/22/24	Amazon Market Place	$23.20	Power Supply for ICC HDMI Switch Matrix	JW
02/09/24	02/22/24	Wal-Mart	$22.51	DEF additive for Loader	KK
02/05/24	02/22/24	O'Reily Auto Parts	$67.54	Pond Pump oil	KK
02/05/24	02/22/24	Valvoline Instant Oil Change	$86.85	vehicle service	KK
02/22/24	02/22/24	Zoom	$298.90	teleconferencing for Board & staff meetings	TS
02/13/24	02/22/24	Smart & Final	$55.65	Drinks & Ice for FEB Safety Meeting	DA
02/10/24	02/22/24	Staples	$275.95	Office Supplies	DA
02/10/24	02/22/24	Staples	$916.18	Office Supplies	DA
02/07/24	02/22/24	AWA	$30.00	WaterWise Meeting	DA
02/07/24	02/22/24	AWA	$90.00	WaterWise Meeting	DA
02/01/24	02/22/24	ACWA	$840.00	ACWA Spring Conf Registration (GW)	DA
01/29/24	02/22/24	AWA	$43.00	CCWUC Ed. Luncheon (NH)	DA
01/29/24	02/22/24	AWA	$129.00	CCWUC Ed. Luncheon (MP,CL,GM)	DA
01/26/24	02/22/24	ACWA	$840.00	ACWA Spring Conf Registration (NH)	DA
01/26/24	02/22/24	AWA	$520.00	CCWUC Ed. Luncheon (O&M)	DA
01/26/24	02/22/24	AWWA	$150.00	3-Part Webinar on AI (NH)	DA
01/24/24	02/22/24	VC Recorder's Office	$5.50	Record NOC for PV Well 2	DA
01/23/24	02/22/24	ACWA	$840.00	ACWA Spring Conf Registration (AN)	DA
01/23/24	02/22/24	AWA	$43.00	CCWUC Ed. Luncheon (TC)	DA
01/22/24	02/22/24	CVS	$13.65	Office Supplies	DA
			$18,818.53		

Camrosa Water District

Accounts Payable Period:

02/29/2024-03/13/2024

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	105,741.65
20053	Current LTD Bond 2016	
21800	Unclaimed Monies	
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23001	Refunds Payable	796.84
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	170,063.70
50020	Pumping Power	91,389.79
50100	Federal Tax 941 1st QTR	
50012	CamSan Reclaimed Water	
50135	PERS Retirement	
50200	Utilities	11,120.57
50210	Communications	3,156.92
50220	Outside Contracts	112,289.13
50230	Professional Services	29,029.75
50240	Pipeline Repairs	12,668.16
50250	Small Tool & Equipment	490.31
50260	Materials & Supplies	46,690.17
50270	Repair Parts & Equip Maint	42,575.34
50280	Legal Services	5,260.00
50290	Dues & Subscriptions	547.09
50300	Conference & Travel	2,697.87
50310	Safety & Training	3,595.65
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	4,979.99
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
	TOTAL	**$643,092.93**

Agenda Item #2

Expense Approval Report

Camrosa Water District, CA

By Vendor Name

Payable Dates 2/29/2024 - 3/13/2024 Post Dates 2/29/2024 - 3/13/2024

Payment Numb	Post Date	Vendor Name	Payable Numbe	Description (Item)	Account Name	Purchase Order I	Amount
24	03/12/2024	BONDY GROUNDWATER CONSULTING, INC.	097-07	Consulting Services GSA Track 2	Prof services	FY24-0001	796.25
123	03/08/2024	CAMROSA WATER DISTRICT	1974	Reimb for EFT-Pymt Bondy Gwtr-Inv 077-23/09	Prof services		2,021.25
TOTAL VENDOR PAYMENTS-GSA							**2,817.50**
Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR							
3426	03/07/2024	DEPOSIT ONLY-CAMROSA WTR	3-7-24-PR	Transfer to Disbursements Account	Transfer to disbursements-		145,000.00
3427	03/07/2024	DEPOSIT ONLY-CAMROSA WTR	3-7-24 -AP	Transfer to Disbursements Account	Transfer to disbursements-		525,000.00
					Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:		**670,000.00**
60498	03/11/2024	4680 CALLE CARGA, LLC.	00000053	Closed Acct Overpayment Refund-4680 Calle C	Refunds payable		98.16
Vendor: AIR05 - AIRGAS USA, LLC.							
60499	03/12/2024	AIRGAS USA, LLC.	5506466634	CO2 Tank Rental	Materials & supplies		33.3
60499	03/12/2024	AIRGAS USA, LLC.	9147456503	CO2 Tank Rental	Materials & supplies		50
					Vendor AIR05 - AIRGAS USA, LLC. Total:		**83.3**
Vendor: ALL11 - ALL PEST AND REPAIR, INC.							
60500	03/12/2024	ALL PEST AND REPAIR, INC.	0027426	Pest Control-VTA1-1900	Outsd contracts		700.00
60500	03/12/2024	ALL PEST AND REPAIR, INC.	0027451	Pest Control-VTA1-7385	Outsd contracts		550.00
					Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:		**1,250.00**
Vendor: ALL14 - ALLCONNECTED INC							
60501	03/13/2024	ALLCONNECTED INC	108116	All Connected Smart Connect and Aux Support	Outsd contracts	FY24-0003	13,524.25
60501	03/13/2024	ALLCONNECTED INC	43756	All Connected Smart Connect and Aux Support	Outsd contracts	FY24-0003	4,893.75
					Vendor ALL14 - ALLCONNECTED INC Total:		**18,418.00**
1351	03/12/2024	BONDY GROUNDWATER CONSULTING, INC.	094-09	Project Management for District PV Modeling	Prof services	FY24-0020	857.50
60502	03/12/2024	BSK ASSOCIATES	AH04309	UCMR5 Analysis- Unregulated Contaminant M	Outsd contracts		2,785.00
Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT							
1352	03/12/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	029024	Water Purchase-Potable	Water purchases		75,693.46
1352	03/12/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	029024	Water Purchase	CMWD Fixed Charges		79,180.00
1352	03/12/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	029024	Water Purchase-Non-Potable	Water purchases		742.67
1352	03/12/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP020224	SMP CMWD-SMP Pipeline Fee	SMP CWD-RMWTP		13,906.57
1352	03/12/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP020224	SMP CMWD-SMP Pipeline Fee	SMP CMWD		541.00
					Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total:		**170,063.70**
60503	03/08/2024	CENTRAL COMMUNICATIONS	000031-927-78	After Hours Call Center	Communications		503.45
60504	03/08/2024	Central Courier LLC	54672	Courier Service - Period 3-01-24 th 3-31-24	Outsd contracts		368.08
60505	03/13/2024	CITY OF THOUSAND OAKS	201-30124	Sewer Treatment for Read Rd Tract	Outsd contracts		572.04
60506	03/12/2024	COLANTUONO, HIGHSMITH & WHATLEY, PC	59338	Prop 218 Legal	Legal services		243.00

Vendor: COU01 - COUNTY OF VENTURA RMA OPERATIONS							
60507	03/12/2024	COUNTY OF VENTURA RMA OPERATIONS	IN0249748	Permit-Environmental Health Insp-Conejo Well	Fees & charges		1,523.32
60507	03/12/2024	COUNTY OF VENTURA RMA OPERATIONS	IN0249750	Permit-Environmental Health Insp- Penny Well	Fees & charges		1,364.89
60507	03/12/2024	COUNTY OF VENTURA RMA OPERATIONS	IN0249752	Permit-Environmental Health Insp-Read Rd Lift	Fees & charges		693.39
60507	03/12/2024	COUNTY OF VENTURA RMA OPERATIONS	IN0249753	Permit-Environmental Health Insp-Pump Static	Fees & charges		693.39
					Vendor COU01 - COUNTY OF VENTURA RMA OPERATIONS Total:		**4,274.99**
Vendor: CUL02 - CULLIGAN OF VENTURA COUNTY							
60508	03/12/2024	CULLIGAN OF VENTURA COUNTY	1875264	Water Softener-Lynnwood Well	Outsd contracts		176
60508	03/12/2024	CULLIGAN OF VENTURA COUNTY	1875378	Water Softener-Penny Well	Outsd contracts		77.91
					Vendor CUL02 - CULLIGAN OF VENTURA COUNTY Total:		**253.91**
60509	03/11/2024	DIANE BUGG	00000216	Closed Acct Overpayment Refund-376 Bent Tw	Refunds payable		38.14
60510	03/12/2024	Enhanced Landscape Development, Inc	8120	Landscaping - March 2024	Outsd contracts		1,836.19
1353	03/12/2024	ENTERPRISE FLEET SERV INC	FBN4959431	Vehicle Lease-Feb 2024	Outsd contracts		10,953.44
Vendor: \E107 - ESQUIRE PROPERTY MANAGEMENT							
60511	03/12/2024	ESQUIRE PROPERTY MANAGEMENT	00003093-4	Deposit Refund Act 3093- 5415 Willow View Di	Refunds payable		80.56
60511	03/11/2024	ESQUIRE PROPERTY MANAGEMENT	00006488-2	Deposit Refund Act 6488- 7042 Paseo Encanta	Refunds payable		25.48
					Vendor \E107 - ESQUIRE PROPERTY MANAGEMENT Total:		**106.04**
60512	03/11/2024	EVE COLLIER	00001846	Deposit Refund Act 1846 - 43 Abrazo Dr	Refunds payable		51.76
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
60513	03/13/2024	FAMCON PIPE & SUPPLY, INC	S100122465-00	Hydro 4C Surge Tank	Repair parts & equipment	FY24-0197	1,758.95
60513	03/13/2024	FAMCON PIPE & SUPPLY, INC	S100122631-00	Repair Parts - Hydro 4C	Repair parts & equipment		366.80
60513	03/13/2024	FAMCON PIPE & SUPPLY, INC	S100122675-00	Hit Fire Hydrant - Repair	Pipeline repairs	FY24-0198	12,668.16
60513	03/13/2024	FAMCON PIPE & SUPPLY, INC	S100122678-00	Materials & Supplies - Hydrant Spools	Materials & supplies		677.82
					Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:		**15,471.73**
Vendor: FRO01 - Frontier Communications							
60495	03/04/2024	Frontier Communications	Feb-24	February Usage Charges-act#805-484-0970-07	Communications		683.64
60514	03/12/2024	Frontier Communications	Feb24	VOIP - Land Lines	Communications		683.64
					Vendor FRO01 - Frontier Communications Total:		**1,367.28**
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
60515	03/08/2024	FRUIT GROWERS LAB. INC.	401423A	GAC Plant Analysis	Outsd contracts		39.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	401508A	Customer Water Testing	Outsd contracts		23.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	401944A	CWRF Analysis	Outsd contracts		314.00
60515	03/12/2024	FRUIT GROWERS LAB. INC.	401945A	CWRF Analysis	Outsd contracts		160.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402056A	GAC Plant Analysis	Outsd contracts		39.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402146A	RMWTP Analysis	Outside Contracts		41.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402249A	Outside Lab Analysis	Outsd contracts		232.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402250A	RMWTP Analysis	Outside Contracts		23.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402744A	RMWTP Analysis	Outside Contracts		77.00
60515	03/08/2024	FRUIT GROWERS LAB. INC.	402804A	Outside Lab Analysis	Outsd contracts		39.00
					Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:		**987.00**
60516	03/13/2024	GEOSCIENCE SUPPORT SERVICES INC.	CWD-01-23-05	Well Asset Management Program	Prof services	FY24-0102	11,929.75
60517	03/13/2024	HACH COMPANY	13953341	Repair Parts - CL2 Analyzers	Repair parts & equipment		1,256.97
60518	03/12/2024	HOWARD M WALL	00001139	Deposit Refund Act 1139 - 6216 Paseo Encanta	Refunds payable		50.00
60519	03/12/2024	HYDROPRO SOLUTIONS	0002584-IN	MTU Project Meter Order HydroPro	Construction in progress	FY24-0159	99,583.12

Vendor: LOW03 - LOWTHORP RICHARDS, LLP							
60520	03/12/2024	LOWTHORP RICHARDS, LLP	118723	PFAS Legal Services	Legal services		80.00
60520	03/12/2024	LOWTHORP RICHARDS, LLP	118724	Legal Services	Legal services		4,415.00
60520	03/12/2024	LOWTHORP RICHARDS, LLP	118725	Legal Services	Legal services		522.00
					Vendor LOW03 - LOWTHORP RICHARDS, LLP Total:		**5,017.00**
60521	03/11/2024	MARAVILLA GARDENS	00000159	Deposit Refund Act 159 - 8684 Santa Rosa Rd	Refunds payable		173.93
60522	03/13/2024	MNS ENGINEERS, INC.	85630	Solids Dewatering Press	Construction in progress	FY24-0126	5,776.75
60523	03/12/2024	NICHELLE BURDULLIS	00004136	Deposit Refund Act 4136 - 5258 Meadowridge	Refunds payable		45.82
60524	03/12/2024	NORTHSTAR CHEMICAL	275577	Chemicals (Ammonium Sulfate) Conejo Wells	Materials & supplies		3,415.91
60525	03/11/2024	OLE HARTMAN	00002307	Deposit Refund Act 2307 - 355 Nueve Ct	Refunds payable		146.15
60526	03/11/2024	PAULINE G CARREON	00003093	Deposit Refund Act 3093 - 5415 Willow View D	Refunds payable		43.68
Vendor: PUR01 - PURETEC INDUSTRIAL WATER							
60527	03/13/2024	PURETEC INDUSTRIAL WATER	2156826	Chemicals RMWTP	Materials & Supplies-RMW		17,935.38
60527	03/13/2024	PURETEC INDUSTRIAL WATER	2156832	Chemicals RMWTP	Materials & Supplies-RMW		18,115.93
					Vendor PUR01 - PURETEC INDUSTRIAL WATER Total:		**36,051.31**
Vendor: QUI02 - QUINN COMPANY							
60528	03/13/2024	QUINN COMPANY	WON10021819	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	763.34
60528	03/13/2024	QUINN COMPANY	WON10021820	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	980.95
60528	03/13/2024	QUINN COMPANY	WON10021821	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	896.71
60528	03/13/2024	QUINN COMPANY	WON10021822	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	968.37
60528	03/13/2024	QUINN COMPANY	WON10021823	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	1,154.93
60528	03/13/2024	QUINN COMPANY	WON10021824	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	873.79
60528	03/13/2024	QUINN COMPANY	WON10021825	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	883.26
60528	03/13/2024	QUINN COMPANY	WON10021831	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	821.09
60528	03/13/2024	QUINN COMPANY	WON10021832	Generator Maintenance 52-01 Green	Repair Parts & Equipment-I	FY24-0162	1,252.67
60528	03/13/2024	QUINN COMPANY	WON10021833	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	993.07
60528	03/13/2024	QUINN COMPANY	WON10021834	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	810.36
60528	03/13/2024	QUINN COMPANY	WON10021835	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	725.97
60528	03/13/2024	QUINN COMPANY	WON10021836	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	669.69
60528	03/13/2024	QUINN COMPANY	WON10021837	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	786.96
60528	03/13/2024	QUINN COMPANY	WON10021838	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	869.86
60528	03/13/2024	QUINN COMPANY	WON10021839	Generator Maintenance 52-01 Green	Repair Parts & Equipment-I	FY24-0162	1,366.02
60528	03/13/2024	QUINN COMPANY	WON10021840	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	1,090.52
60528	03/13/2024	QUINN COMPANY	WON10021841	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	980.04
60528	03/13/2024	QUINN COMPANY	WON10021842	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	948.17
60528	03/13/2024	QUINN COMPANY	WON10021865	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	394.50
60528	03/13/2024	QUINN COMPANY	WON10021866	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	394.50
60528	03/13/2024	QUINN COMPANY	WON10021867	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	868.69
60528	03/13/2024	QUINN COMPANY	WON10021903	Generator Maintenance 57 Blue	Repair parts & equipment	FY24-0161	2,864.74
					Vendor QUI02 - QUINN COMPANY Total:		**22,358.20**
60529	03/11/2024	ROBERT SCHUETT	00000940	Deposit Refund Act 940 - 808 Via Lorente	Refunds payable		32.38
Vendor: ROY03 - ROYAL INDUSTRIAL SOLUTIONS							
60530	03/12/2024	ROYAL INDUSTRIAL SOLUTIONS	9009-1043945	Repair Parts VFD Rosita	Repair parts & equipment	FY24-0167	10,190.58
60530	03/13/2024	ROYAL INDUSTRIAL SOLUTIONS	9009-1044894	Repair Parts - CWRF Air Comp Starter	Repair parts & equipment		690.34
					Vendor ROY03 - ROYAL INDUSTRIAL SOLUTIONS Total:		**10,880.92**
60531	03/13/2024	RT LAWRENCE CORPORATION	48832	Monthly Lockbox Services for Month February	Outsd contracts		682.94

Vendor: SCF01 - SC Fuels							
60532	03/13/2024	SC Fuels	2589437IN	Material & Supplies - FUEL	Materials & supplies		1,044.01
60532	03/13/2024	SC Fuels	2592595IN	Material & Supplies - FUEL	Materials & supplies		2,257.27
					Vendor SCF01 - SC Fuels Total:		**3,301.28**
Vendor: SCE01 - SOUTHERN CALIF. EDISON							
1354	03/08/2024	SOUTHERN CALIF. EDISON	March 2024	Current Usage Charges	Utilities		10,872.18
1354	03/08/2024	SOUTHERN CALIF. EDISON	March 2024	Current Usage Charges	Pumping power-Potable		20,802.51
1354	03/08/2024	SOUTHERN CALIF. EDISON	March 2024	Current Usage Charges	Pumping Power-RMWTP		17,831.15
1354	03/08/2024	SOUTHERN CALIF. EDISON	March 2024	Current Usage Charges	Pumping power-Non-Potat		52,756.13
					Vendor SCE01 - SOUTHERN CALIF. EDISON Total:		**102,261.97**
Vendor: SCG01 - SOUTHERN CALIFORNIA GAS							
1355	03/13/2024	SOUTHERN CALIFORNIA GAS	March2024	February's Usage-Act 123-787-1794-1	Utilities		15.78
1355	03/13/2024	SOUTHERN CALIFORNIA GAS	March2024-A	February's Usage-Act 170-013-9900-9	Utilities		232.61
					Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total:		**248.39**
Vendor: STA05 - STATE WATER RESOURCES CONTROL BOARD							
60533	03/13/2024	STATE WATER RESOURCES CONTROL BOARD	WW1-Cert-Mik	Wastewater Treatment Operator Cert-Grade1-	Dues & subscrip		110.00
60534	03/13/2024	STATE WATER RESOURCES CONTROL BOARD	D2 Renewal-Juc	D2 Cert Renewal-Jude Kiesemwtter	Dues & subscrip		110.00
60535	03/13/2024	STATE WATER RESOURCES CONTROL BOARD	T3 Renewal-Jud	T3 Cert Renewal-Jude Kiesemwtter	Dues & subscrip		90.00
					Vendor STA05 - STATE WATER RESOURCES CONTROL BOARD Total:		**310.00**
60536	03/13/2024	SYNAGRO TECHNOLOGIES	46143	Sludge Removal	Outsd contracts	FY24-0010	54,459.50
Vendor: ROV01 - THE ROVISYS COMPANY							
60537	03/12/2024	THE ROVISYS COMPANY	91735	WW Historian Virtualization	Construction in progress	FY22-0138-R2	376.28
60537	03/12/2024	THE ROVISYS COMPANY	91737	RMWTP Program Update	Outside Contracts-RMWTP	FY22-0139-R2	270.00
					Vendor ROV01 - THE ROVISYS COMPANY Total:		**646.28**
60538	03/11/2024	TRISTINE RUSSELL	00001572	Deposit Refund Act 1572 - 711 Hunt Cir	Refunds payable		10.78
1356	03/05/2024	U.S. BANK CORPORATE	24-Feb	Record NOC for PV Well 2	Construction in progress		18,818.53
Vendor: UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC							
60539	03/13/2024	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFO	220240211	Dig Alert Monthly Tickets-February 2024	Outsd contracts		419.50
60539	03/13/2024	UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFO	23-2424618	Dig Alert Monthly Tickets-February 2024	Outsd contracts		123.19
					Vendor UND01 - UNDERGROUND SERVICE ALERT OF SOUTHERN CALIFORNIA, INC Total:		**542.69**
Vendor: UNI08 - UNIFIRST CORPORATION							
60540	03/13/2024	UNIFIRST CORPORATION	2210078501	Office Cleaning Supplies-Towel-Mat Service	Outsd contracts		87.46
60540	03/13/2024	UNIFIRST CORPORATION	2210078502	Uniform Cleaning Service	Outsd contracts		146.64
60540	03/13/2024	UNIFIRST CORPORATION	2210080388	Office Cleaning Supplies-Towel-Mat Service	Outsd contracts		87.46
60540	03/13/2024	UNIFIRST CORPORATION	2210080389	Uniform Cleaning Service	Outsd contracts		146.64
					Vendor UNI08 - UNIFIRST CORPORATION Total:		**468.20**
60541	03/13/2024	USA BLUE BOOK	INV00298790	Repair Parts - Ponds Level	Repair parts & equipment		666.75
60542	03/13/2024	VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT	1049334	Generator Permit-Conejo Wells	Fees & charges		705.00
60543	03/13/2024	VENTURA COUNTY OVERHEAD DOOR	4430522	Repair - CWRF Gate	Repair parts & equipment		195.00
60544	03/13/2024	VENTURA REGIONAL SANITATION DISTRICT, INC	22924	VRSD Sewer Cleaning	Outsd contracts	FY24-0009	15,454.37
Vendor: WWG01 - W W GRAINGER, INC.							
60545	03/13/2024	W W GRAINGER, INC.	9039030441	Motor for Waste Mov Well 3-Conejo GAC	Repair parts & equipment		11.58
60545	03/13/2024	W W GRAINGER, INC.	9039303764	Repair Parts and Equipment-Level Transducer /	Repair parts & equipment		651.54
60545	03/13/2024	W W GRAINGER, INC.	9048509740	Repair Parts - RMWTP	Repair Parts & Equipment-		71.03
					Vendor WWG01 - W W GRAINGER, INC. Total:		**734.15**

Vendor: WOO04 - WOODARD & CURRAN, INC.							
60546	03/13/2024	WOODARD & CURRAN, INC.	231187	2023 Master Plan	Prof services	FY23-0008-R1	5,100.00
60546	03/13/2024	WOODARD & CURRAN, INC.	231191	Water Resource Planning	Prof services	FY23-0150-R1	11,142.50
					Vendor WOO04 - WOODARD & CURRAN, INC. Total:		**16,242.50**
TOTAL VENDOR PAYMENTS-CAMROSA							**$ 643,092.93**
1347	03/01/2024	ACWA/JPIA	2-24 PR ME	Health, Dental & Vision premiums	Medical, Dental, Vision ins.		56,203.94
DFT0005179	03/07/2024	EMPLOYMENT DEVELOP. DEPT.	INV0014448	Payroll-SIT	P/R-sit		5,745.55
Vendor: PER05 - CAL PERS 457 PLAN							
DFT0005163	03/07/2024	CAL PERS 457 PLAN	INV0014430	Deferred Compensation	Deferred comp - ee paid		1,096.15
DFT0005164	03/07/2024	CAL PERS 457 PLAN	INV0014431	Deferred Compensation	Deferred comp - ee paid		4,081.80
					Vendor PER05 - CAL PERS 457 PLAN Total:		**5,177.95**
Vendor: HEA02 - HealthEquity							
DFT0005167	03/07/2024	HealthEquity	INV0014435	HSA-Employee Contribution	HSA Contributions Payable		148.08
DFT0005168	03/07/2024	HealthEquity	INV0014436	HSA Contributions	HSA Contributions Payable		50.00
					Vendor HEA02 - HealthEquity Total:		**198.08**
1350	03/07/2024	LINCOLN FINANCIAL GROUP	INV0014432	Deferred Compensation	Deferred comp - ee paid		2,749.07
1349	03/07/2024	LINCOLN FINANCIAL GROUP	INV0014444	Profit Share Contribution	Profit share contributions		2,888.49
DFT0005165	03/07/2024	PUBLIC EMPLOYEES	INV0014433	PERS-Classic Employee Portion	P/R-state ret.		20,548.85
Vendor: UNI10 - UNITED STATES TREASURY							
DFT0005176	03/07/2024	UNITED STATES TREASURY	INV0014445	FIT	P/R-fit		13,599.19
DFT0005177	03/07/2024	UNITED STATES TREASURY	INV0014446	Payroll-Social Security Tax	P/R - ee social security		140.06
DFT0005178	03/07/2024	UNITED STATES TREASURY	INV0014447	Payroll- Medicare Tax	P/R - ee medicare		3,654.40
					Vendor UNI10 - UNITED STATES TREASURY Total:		**17,393.65**
60497	03/07/2024	UNITED WAY OF VENTURA CO.	INV0014429	Charity-United Way	P/R-charity		20
Vendor: UNU01 - UNUM LIFE INSURANCE							
1348	03/01/2024	UNUM LIFE INSURANCE	2-24 PR ME	VID01 std & ltd premiums	Long term dis. human reso		1,291.39
1348	03/01/2024	UNUM LIFE INSURANCE	2-24 PR ME	VID01 std & ltd premiums	Short term dis. human resc		300.59
					Vendor UNU01 - UNUM LIFE INSURANCE Total:		**1,591.98**
TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA							**$ 112,517.56**

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Interim General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: **Comprehensive Rate Study Update**

Objective: Receive a briefing on the comprehensive rate study.

Action Required: No action necessary; for information only.

Discussion: The District has undertaken a comprehensive rate study for water and wastewater rates. The Rate Ad-Hoc Committee and staff have met frequently to review rate scenarios to ensure the fairness and equity of the rates prior to the Board of Directors considering them for adoption. The study has been reviewed by outside special counsel, and their recommendations have been incorporated into the study. The study draft is now complete, and staff is recommending returning to the Board on April 11, 2024, to set a public hearing date of June 6, 2024.

The Rate Ad Hoc Committee and staff will provide an update.

FINAL

WATER AND SEWER RATE STUDY

BLACK & VEATCH PROJECT NO. 415600

PREPARED FOR

CAMROSA WATER DISTRICT

BUILDING WATER SELF-RELIANCE

Camrosa Water District, CA

12 MARCH 2024

BLACK & VEATCH

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Legal Notice

Black & Veatch Management Consulting, LLC (Black & Veatch) has prepared this report for the Camrosa Water District (District), and it is based on information not within the control of Black & Veatch. The District has not requested Black & Veatch to make an independent analysis, verify the information provided to us, or render an independent judgment of the validity of the information provided by others. Because of this, Black & Veatch cannot, and does not, guarantee the accuracy thereof to the extent that such information, data, or opinions were based on information provided by others.

In conducting these analyses and in forming an opinion of the projection of future financial operations summarized in this report, Black & Veatch made certain assumptions on the conditions, events, and circumstances that may occur in the future. The methodology utilized in performing the analyses follows generally accepted practices for such projections. Such assumptions and methodologies are reasonable and appropriate for the purpose for which they are used. While we believe the assumptions are reasonable and the projection methodology valid, actual results may differ materially from those projected, as influenced by the conditions, events, and circumstances that occur. Such factors may include the District's ability to execute the capital improvement program as scheduled and within budget, regional climate and weather conditions affecting water demand, and adverse legislative, regulatory, or legal decisions (including environmental laws and regulations) affecting the District's ability to manage the system and meet water quality requirements.

1.0 Executive Summary

Camrosa Water District (District) commissioned Black & Veatch Management Consulting, LLC (Black & Veatch) to conduct a Water and Sewer Rate Study (Study) for its Water and Sewer Utilities. Water is composed of Potable Water and Non-Potable Water. The Study included the development of a five-year financial plan, a cost-of-service analysis and the design of rates. The specific objectives of the Study were to:

- Evaluate the adequacy of projected revenues under existing rates to meet projected revenue requirements.
- Develop sound financial plans for the utilities covering a five-year Study period for both ongoing operations and planned capital improvements.
- Allocate the utilities' projected revenue requirements to the various customer classes by their respective service requirements.
- Develop a suitable rate schedule that produces revenues adequate to meet financial needs while recognizing customer costs of service and regulatory considerations such as Proposition 218 and applicable judicial decisions.

Based on the analysis, Non-Potable Water does not require any adjustments, therefore the report only focuses on Potable Water and Sewer.

1.1 Water System

The District's Water Utility provides Potable Water services to an expected 8,194 residential, commercial, irrigation, schools, agricultural and fire connections in FY 2025. The District obtains Potable Water from two primary sources: 1) groundwater and 2) import water from Calleguas Municipal Water District. The potable sources meet the District's annual 5,000 to 7,500 acre-feet (AF) annual demand.

1.2 Sewer System

The District's Sewer Utility provides sewer services to 5,354 residential, commercial, irrigation, schools, and agricultural connections (9,180 equivalent dwelling units (EDUs)). The District also provides sewer services to the California State University at Channel Islands. The District directs sewage flow through its 70 miles of mains and 5 lift stations to the Water Reclamation Facility. Additionally, a small portion of the District's customers flow is directed to the City of Thousand Oaks for collection and treatment via an agreement between the two agencies. These customers reside in a geographic area where it makes more economic sense to redirect flows to Thousand Oaks.

1.3 Financial Plan

The District operates the utilities as self-supporting enterprises. As such, the utilities must develop financial plans, also known as revenue requirements, which provide sufficient levels of revenue to meet all operation and maintenance expenses, water purchases, wastewater treatment, debt service requirements, capital improvements funded from current revenues, and other revenue requirements.

The Study develops financial plans that project operating revenue, expenses, and capital financing costs for the utilities over a five-year planning period beginning July 1, 2024 and ending June 30, 2029. The financial plans project future rate revenues under existing rates, operations and maintenance (O&M) expenses, principal and interest expense on debt, transfers, and capital improvement program (CIP) requirements.

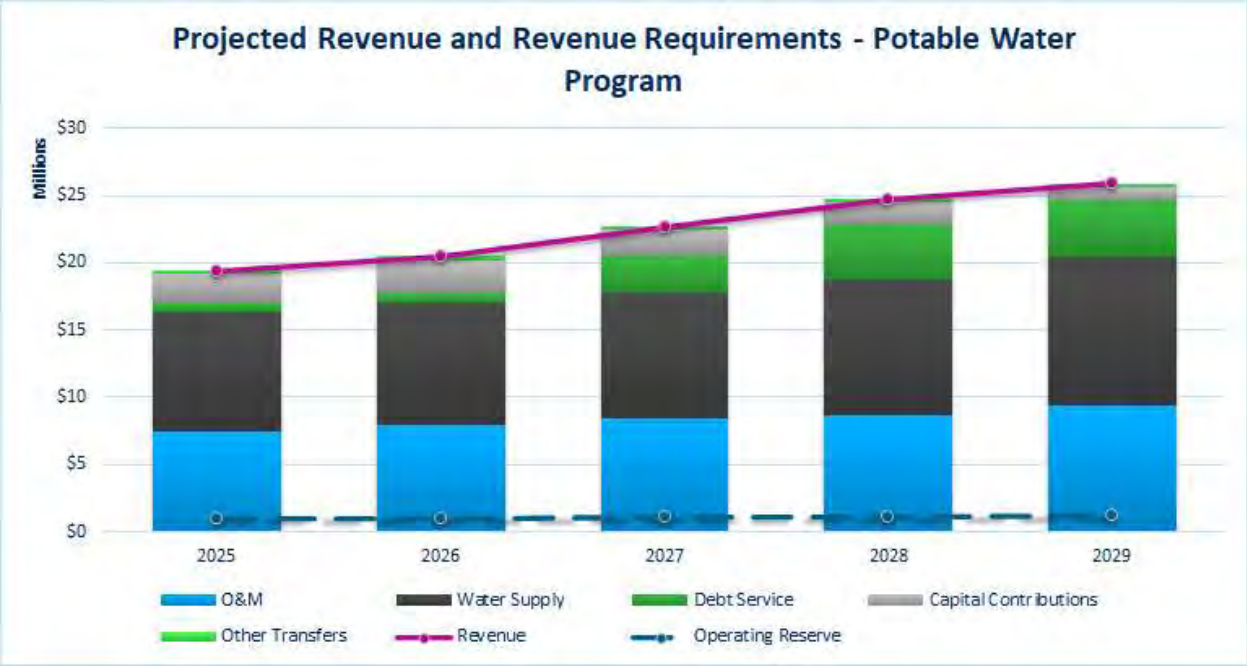
1.3.1 Water Utility

Summarized below are the Potable Water's revenue requirements:

- **Operation and Maintenance Expenses**: The District anticipates O&M expenses to increase from $16.2M in FY2025 to $20.4M in FY2029. Water production, services, and supplies account for most of this increase, representing roughly 70% of O&M expenses.
- **Debt Service**: The District anticipates debt service payment of about $825,000 per FY from existing and proposed revenue bonds.
- **Capital Improvements**: The District plans to execute a five-year CIP of $25.9M from FY 2025 to FY 2029.
- **Reserves**: The District plans to maintain the operating and emergency reserve and amend the capital improvement and capital replacement reserve and a rate stabilization reserve.
    - The operating and emergency reserve is to help cover fluctuations in day-to-day expenses. The scheduled target is 45 days of O&M expenses (excluding wholesale water costs).
    - The capital replacement reserve fund is to help maintain sufficient funds on hand for the current and future replacement of existing capital assets as they reach the end of their useful lives and to help mitigate unexpected capital costs. The scheduled target will become a minimum of 5.0% of the replacement value of Potable Water's fixed assets.
    - The District uses the capital improvement reserve fund for new development. Capacity fees are development driven as are the costs incurred; therefore, as a matter of policy, the District has not established any minimum or maximum levels for this fund.
    - The rate stabilization fund reserve is to help mitigate future increases in drought-stricken years. The scheduled target will become a minimum of 10% of the prior year's rate revenue. For the rate stabilization fund reserve, rate revenue is defined as revenue generated from commodity charges only.

The District is proposing revenue adjustments for Potable Water to meet projected revenue requirements. These revenue adjustments should allow Potable Water to generate revenues as close as possible to operating expenses with minimal surplus or shortage as shown in Figure 1-1.

Figure 1-1 Potable Water Operating Cash Flow



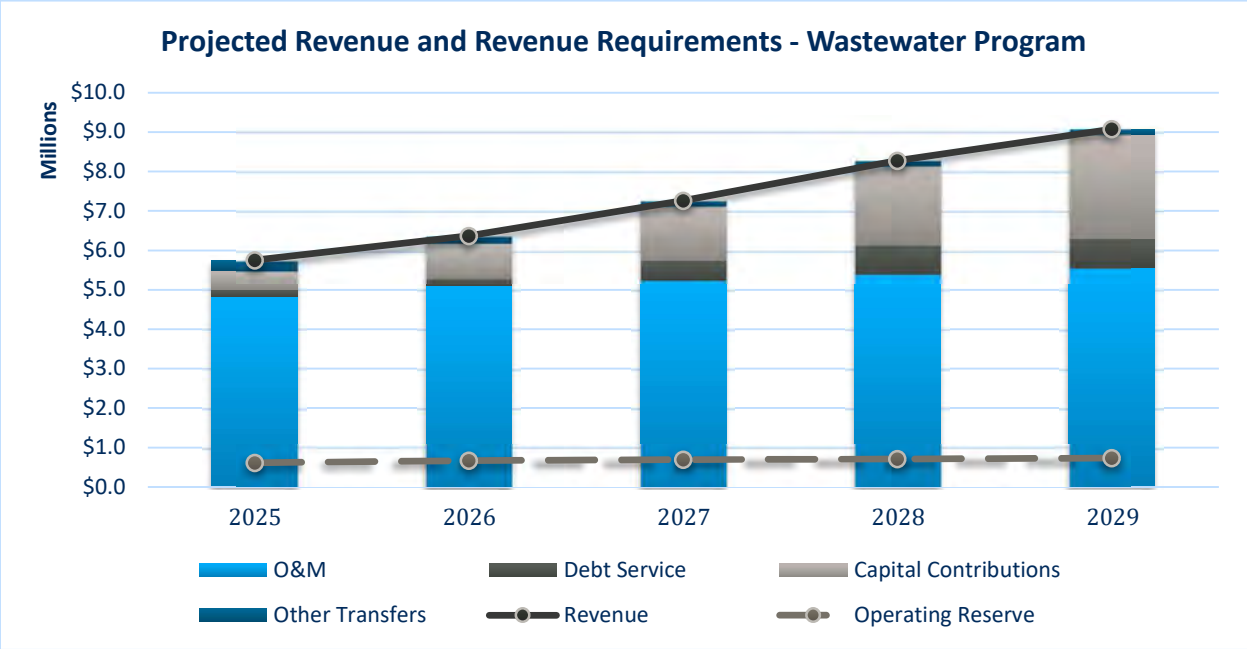
1.3.2 Sewer Utility

Summarized below are the Sewer Utility's revenue requirements:

- **Operation and Maintenance Expenses**: The District anticipates O&M expenses to increase from $4.8M in FY 2025 to $5.6M in FY2029.
- **Debt Service**: The District anticipates debt service payments to average about $191,413 per FY due to the Refunding Revenue Bond, Series 2011A/2016.
- **Capital Improvements**: The District plans to execute a five-year CIP of $3.4M from FY 2025 to FY 2029.
- **Reserves**: The District plans to maintain the operating and emergency reserve and amend the capital improvement and capital replacement reserve.
  - The operating and emergency reserve is to help cover fluctuations in day-to-day expenses. The scheduled target is 45 days of O&M expenses.
  - The capital replacement reserve is to help maintain sufficient funds on hand to for the current and future replacement of existing capital assets as they reach the end of their useful lives and help mitigate unexpected capital costs. The scheduled target will become a minimum of 5.0% of the replacement value of the Sewer Utility's fixed assets.
  - The District uses the capital improvement reserve fund for new development. Capacity Fees are development driven as are the costs incurred; therefore, as a matter of policy, the District has not established any minimum or maximum levels for the fund.
  - The rate stabilization fund reserve is to help mitigate future increases in sewer treatment costs and change in customer base. The scheduled target will become a minimum of 10% of the prior year's rate revenue.

The District is proposing revenue adjustments for the Sewer Utility to meet projected revenue requirements. These revenue adjustments should allow the Sewer Utility to generate revenues as close as possible to operating expenses with minimal surplus or shortage as shown in Figure 1-2.

Figure 1-2 Sewer Operating Cash Flow



1.4 Adequacy of Existing Rates to Meet Cost of Service

Based on the financial plan, Black & Veatch recommends the revenue adjustments shown in Table 1-1 to meet the projected revenue requirements for FY 2025 to FY 2029. These do not represent the proposed rate increases to customers; rather these represent the overall revenue increases needed by the utilities to meet their overall obligations and maintain current service levels.

Table 1-1 Proposed Revenue Adjustment

Fiscal Year	Effective Month	Potable Revenue Adjustment	Sewer Revenue Adjustment
FY 2025	July	7.50%	11.00%
FY 2026	July	7.50%	11.00%
FY 2027	July	7.50%	11.00%
FY 2028	July	7.50%	11.00%
FY 2029	July	7.50%	11.00%

1.5 Cost of Service Analysis

The cost-of-service analysis allocates the costs to the various customer classes of service in a fair and equitable manner. The methodologies used in the Study are specific to the respective utility operations. Therefore, they differ in process. The following is a brief description of the methodologies.

The water cost-of-service allocation performed in this Study uses the Base-Extra Capacity Method endorsed by the American Water Works Association (AWWA) Principles of Water Rates, Fees, and Charges, M1 (M1) manual. Under cost-of-service principles, we allocate costs to the different customer classes in proportion to their use of the water system. As recommended by AWWA, Black & Veatch distributed functional costs to the base (average load conditions), extra capacity (peaking) and customer-related parameters. This allocation methodology produces unit costs for allocation to individual customer classes based on the projected customer service requirements.

The sewer cost-of-service allocation performed in this Study follows the Functional Cost Allocation Method endorsed by the Water Environment Federation (WEF) Financing and Charges for Wastewater Systems, Manual of Practice (MoP) 27 manual. Similar to the methodology used for water systems, the sewer cost of service analysis allocates costs to the different customer classes in proportion to their use of the sewer system. As recommended by WEF, Black & Veatch distributed functional costs to volume, strength and customer-related parameters. This allocation methodology produces unit costs for allocation to individual customer classes based on the projected customer service requirements.

1.6 Rate Design

Through the cost-of-service analysis, the allocation of costs to customer classes must meet Proposition 218 requirements. The Right to Vote on Taxes Act, also known as Proposition 218, was passed by California voters in 1996 and added Article XIIIC and Article XIIID to the California Constitution. These articles provide the regulatory framework that guides and informs the rate-setting process. The regulatory framework helps ensure cost recovery proportionate to the cost of providing the service.

1.6.1 Water Utility

To minimize impacts, retain simplicity, and ensure the reasonable stability of revenue, Black & Veatch recommends the District maintain the same Potable Water rate structure.

- **Monthly Service Charge**: Potable Water will continue to have a fixed service charge based on meter sizes for all customer classes. The fixed service charge helps recover portions of fixed cost elements such as operating, and capital components associated with import water, debt service, meter maintenance and services, meter reading, issuing bills, and maintenance and capacity costs associated with available fire protection.
- **Commodity Charge**: Potable Water will continue to have a commodity charge based on units consumed by customer class. Residential customers will maintain the two-tier rate structure while all other customers will remain at a uniform rate by customer class. The commodity charge helps recover costs associated with base, extra capacity, and conservation.
- **Fire Service Charge**: Potable Water will continue to utilize the fire service charge based on meter size for private fire service connections. The fire service charge will help recover the costs of fixed cost elements such as operating and capital, issuing bills and maintenance and capacity costs associated with private fire protection costs.

Table 1-2 summarizes the recommended five-year rate schedules for all water components.

Table 1-2 Proposed Five-Year Water Rate Schedules

Customer Class	Monthly Service Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/mo	$/mo	$/mo	$/mo	$/mo	$/mo
Potable Water						
Master Metered [1]	6.57	6.90	7.92	8.47	9.24	10.29
3/4"	14.08	14.85	17.08	19.19	21.92	24.94
1"	24.06	26.61	30.64	35.06	40.69	46.63
1.5"	48.96	55.97	64.48	74.66	87.54	100.76
2"	78.99	91.37	105.29	122.40	144.02	166.03
3"	174.10	203.50	234.54	273.64	322.95	372.77
4"	298.98	350.72	404.23	472.19	557.86	644.20
6"	449.02	527.61	608.13	710.76	840.12	970.34
8"	748.93	881.19	1,015.68	1,187.62	1,404.30	1,622.23

[1] Master Metered accounts are charged on a per unit basis rather than meter size.

Customer Class	Fire Service Service Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/mo	$/mo	$/mo	$/mo	$/mo	$/mo
Fire Service						
4"	67.46	80.92	90.30	91.46	91.74	93.97
6"	101.90	122.23	136.41	138.16	138.58	141.95
8"	170.74	204.81	228.56	231.50	232.20	237.85
10"	453.98	544.57	607.72	615.54	617.41	632.42

Customer Class	Commodity Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/HCF	$/HCF	$/HCF	$/HCF	$/HCF	$/HCF
Potable Water						
Residential and Master Meter, Domestic Ag						
Tier 1 - First 12 Units	4.01	4.16	4.40	4.70	4.99	5.26
Tier 2 - 13 Units and Higher	4.45	4.80	5.09	5.39	5.67	6.01
Commercial/Industrial and Public	4.45	4.80	5.09	5.39	5.67	6.01
Municipal Irrigation	4.45	4.80	5.09	5.39	5.67	6.01
Other	4.45	4.80	5.09	5.39	5.67	6.01
Agricultural Irrigation	4.45	4.80	5.09	5.39	5.67	6.01
Temp Construction and Temp Agricultural	6.17	6.94	7.51	8.10	8.66	9.21
Temporary Municipal	6.17	6.94	7.51	8.10	8.66	9.21
Emergency Water Service	6.17	6.94	7.51	8.10	8.66	9.21
Surplus Water (Served Outside District)	6.17	6.94	7.51	8.10	8.66	9.21

1.6.2 Sewer Utility

Similar to the Water Utility, to minimize impacts, retain simplicity, and ensure the reasonable stability of revenue, Black & Veatch recommends the District maintain the same rate structure.

- **Monthly Sewer Service Charge**: Sewer will continue to have a fixed sewer service charge based on equivalent dwelling units for all customer classes. The fixed service charge will recover all fixed and variable cost elements associated with operating and capital components.

Table 1-3 summarizes the recommended five-year sewer rate schedule.

Table 1-3 Proposed Five-Year Sewer Rate Schedules

	Sewer Service Charge					
	Existing	Proposed				
Customer Class	2024	2025	2026	2027	2028	2029
	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU
Customers Served by District	43.05	48.77	54.14	60.11	66.73	74.08
Customers Served by Thousand Oaks	48.61	55.56	56.94	58.33	59.72	61.57

Water Rate Study

2.0 Revenue and Revenue Requirements

To meet the costs associated with providing water services to its customers, Potable Water derives revenue from a variety of sources including water user charges (rates), special services, pump zone charges, property taxes, interest earned from the investment of available funds, engineering fees, and other miscellaneous revenues. The Water Utility is always actively looking for other sources of revenue, such as grants. Black & Veatch has projected the level of future revenue generated in the Study through a combination of an analysis of historical and future system growth in terms of the number of connections and water consumption. This section also projects the expenses, or revenue requirements, necessary to operate and maintain the systems, invest in capital improvements, make debt service payments and cover other expenses of the Potable Water system.

2.1 Customer and Water Consumption Projections

2.1.1 Customer Classes

Potable Water's customers include both residential and non-residential. The District has identified the following distinct customer classes: Residential; Commercial; Public Water; Domestic Agricultural; Irrigation; Temporary; District Owned; and Fire Service. In the analysis, Black & Veatch has combined the Potable Water customer classes into groups. They consist of the following:

- Group 1: Temp Construction and Temp Agricultural; Temporary Municipal; Emergency Water Service; Surplus Water (Served Outside District).
- Group 2: Residential and Master Meter (Tier 1); Domestic Ag.
- Group 3: Residential and Master Meter (Tier 2); Domestic Ag; Commercial/Industrial and Public; Municipal Irrigation; Other; Agricultural Irrigation.

Fire Service remains a customer class outside the groups identified.

2.1.2 Connections

The District provides Potable Water services to an expected 8,194 customers in FY 2025. All customers connected to the Potable Water system do so via metered connections. Black & Veatch conducted a review of historical connection patterns for customers in order to project anticipated growth patterns. Additionally, we incorporated feedback from District staff regarding the potential new development over the Study period. The projected total number of connections are expected to remain the same until FY 2027. Then, there will be a 1.0% increase per year for the rest of the Study period. Table 2-1 summarizes the projected number of connections. The "Group" classifications represent consolidation of the individual customer classes based on usage pattern similarities.

Table 2-1 Number of Connections

Line No.	Description	Fiscal Year Ending June 30, 2025 (Conn)	2026 (Conn)	2027 (Conn)	2028 (Conn)	2029 (Conn)
	Potable Water					
1	Group 1	20	20	20	20	20
2	Group 2	7,539	7,539	7,539	7,622	7,705
3	Group 3	518	518	518	518	518
4	Fire Service	117	117	117	117	117
5	Total	8,194	8,194	8,194	8,277	8,360

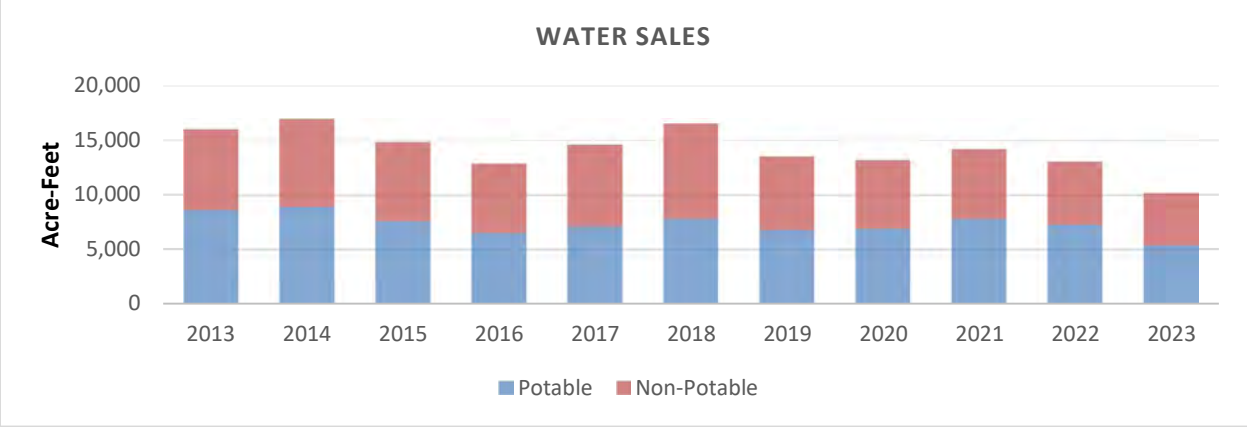
2.1.3 Water Consumption

Table 2-2 shows the projected Potable Water consumption for the Study period. In determining the projected Potable Water consumption, Black & Veatch analyzed historical patterns of water consumption in conjunction with future water conservation requirements set by the State of California via SBX 7-7 (2009), Water Conservation, and AB 1668 (2018) and SB 606 (2018), the Conservation as a Way of Life bills.

The District promotes water-use efficiency by developing alternatives to potable water and through customer education. The District has adopted more stringent permanent water-use prohibitions as required by recent law. As demonstrated by Figure 2-1, the District has experienced a steady decline in consumption despite an increase in the number of connections it serves.

The historic statewide drought around 2016 resulted in a series of emergency declarations from the Governor. Executive Order B-29-15 directed the State Water Resources Control Board (SWRCB) to impose restrictions to achieve a 25% reduction in potable urban water use. In addition, Executive Order B-37-16, Making Water Conservation a California Way of Life, instructed the State Water Resource Control Board (SWRCB) to develop a report on how to implement permanent conservation measures that "build on" the 20% reduction requirements of SBX 7-7. That report, released in April 2017, resulted in AB 1668 and SB 606, which instruct the SWRCB to develop a methodology by which urban water supplies will be required to calculate, by 2023, their "urban water use objectives," or annual water budgets, for certain customer classes. While it is currently unknown what these budgets will look like compared with historical use, the SWRCB has indicated that its object is to perpetuate levels of conservation achieved during the height of the drought.

Figure 2-1 Water Sales



Even though District has already exceeded its SBX 7-7 goals and State drought declarations lifted, the District has been slow to rebound, hovering around 63% below 2013 water consumption. Persistent conservation awareness, due in part to the continual development of State regulation, are likely responsible. Between modest water-use rebounds and minimal population growth forecasts, the District anticipates increases of 1.2% per year for Potable Water over the Study period. The District bills water consumption in units of hundred cubic feet (HCF).

Table 2-2 Billed Water Consumption

Line No.	Description	Fiscal Year Ending June 30,				
		2025	2026	2027	2028	2029
		(HCF)	(HCF)	(HCF)	(HCF)	(HCF)
	Potable Water					
1	Group 1	6,325	6,372	6,372	6,372	6,372
2	Group 2	2,107,320	2,122,933	2,167,800	2,231,262	2,249,848
3	Group 3	943,919	950,912	950,912	950,916	950,916
4	Total	3,057,563	3,080,217	3,125,084	3,188,551	3,207,136

2.2 Revenue under Existing Rates

Potable Water user rates serve as the primary source of revenue. Therefore, the level of future rate revenue is important in the development of a long-range financial plan. To determine rate revenue, the projected system growth in terms of the number of connections and billed water consumption is multiplied by the applicable rates to determine Potable Water rate revenue.

Table 2-3 shows the Potable Water current schedule of charges.

Table 2-3 Existing Water Rates

Description	Existing FY 2024
Potable Water	
Monthly Meter Service Charge	($/monthly)
Master Metered [1]	6.57
3/4"	14.08
1"	24.06
1.5"	48.96
2"	78.99
3"	174.10
4"	298.98
6"	449.02
8"	748.93
[1] Master Metered accounts are charged on a per unit basis rather than meter size.	

Fire Service	($/monthly)
4"	67.46
6"	101.90
8"	170.74
10"	453.98

Description	Existing FY 2024
Commodity Charge	($/HCF)
Residential, Master Meter & Domestic Agricultural	
Tier 1 - First 12 Units	4.01
Tier 2 - 13 Units and Higher	4.45
Commercial/Industrial and Public	4.45
Municipal Irrigation	4.45
Other	4.45
Agricultural Irrigation	4.45
Temp Construction and Temp Agricultural	6.17
Temporary Municipal	6.17
Emergency Water Service	6.17
Surplus Water (Served Outside District)	6.17

Table 2-4 represents a summary of projected Potable Water rate revenue under existing rates. As shown, the revenue generated is projected to increase over the Study period in conjunction with the increase in

the number of connections and water consumption. The projected Potable Water revenue increases from $15.8M in FY 2025 to $16.5M in FY 2029, representing an overall increase of 4.3% over the five-year Study Period.

Table 2-4 Projected Revenue under Existing Rates

Line No.	Description	Fiscal Year Ending June 30,				
		2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Potable Water					
1	Group 1	73,200	73,500	73,500	73,500	73,500
2	Group 2	10,950,800	11,017,000	11,211,500	11,499,700	11,593,100
3	Group 3	4,629,400	4,660,800	4,660,800	4,660,800	4,660,800
4	Fire Service	165,200	165,200	165,200	165,200	165,200
5	Total	$ 15,818,600	$ 15,916,500	$ 16,111,000	$ 16,399,200	$ 16,492,600

2.3 Other Revenue

There are other operating sources which include charges for special services, pump zone charges, property taxes, interest on investments, and other miscellaneous revenues. In total other operating revenues represents on average 6.3% of Potable Water's total revenue from FY 2025 to FY 2029. The District anticipates that these revenues will remain relatively constant for the duration of the Study period.

2.4 Operating and Maintenance Expenses

Table 2-5 summarizes Potable Water's projected O&M expense for the Study period. These expenses include costs related to salaries and benefits, services and supplies, contract and professional services, and water production costs. The District anticipates the following escalation factors based on District staff estimates.

O&M Component	Escalation Factor
Salaries	4.0%
Benefits	3.0%
Supplies & Services	3.0%
Contract Services	2.0%
Utilities	3.0%
Purchased Water [1]	~6.0%

[1] Purchased water represent costs associated with purchasing import water from Calleguas Municipal Water District. The escalation factor is a 5-year average derived from Calleguas 5-year rate projections.

Water production costs include water production and purchase water costs. In the case of Potable Water, the District has two main sources of water: 1) Groundwater pumped from District-owned wells; and 2) imported water from Calleguas Municipal Water District (CMWD). The District operates 7 groundwater wells that tap the underground aquifers which make up approximately 60-70% depending on FY of the District's water supply. The District imports the remainder of its water supplies from the wholesale water agency. Based on estimates of groundwater pumping costs and wholesale rates provided by CMWD, the District expects water production and purchased water costs to increase by an average of 6.0% per year over the Study period.

Table 2-5 O&M Expenses

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Potable Water					
1	Production	2,188,800	2,312,400	2,845,300	3,342,100	4,115,700
2	Water Purchases (CMWD)	6,442,000	6,519,800	6,419,100	6,578,700	6,809,300
3	CamSan	156,000	161,100	166,300	171,400	176,600
4	Salaries & Benefits	2,637,424	2,951,819	3,115,443	3,232,613	3,511,420
5	Contracts & Professional Services	2,368,449	2,446,672	2,545,485	2,596,561	2,791,848
6	Services & Supplies	2,462,427	2,568,609	2,698,372	2,779,526	3,017,933
7	Total	$ 16,255,100	$ 16,960,400	$ 17,790,000	$ 18,700,900	$ 20,422,800
8	Average % Increase					5.9%

As shown in Table 2-5, Potable Water's O&M expenses increase from $16.3M in FY 2025 to $20.4M in FY 2029.

2.5 Debt Service Requirements

Table 2-6 represents Potable Water's existing debt service obligations. This table shows both principal and interest requirements on the existing debt over the Study period. It is common practice for utilities to utilize debt to finance multi-year capital improvement projects, but financing options will depend on the utility's financial conditions. By financing the cost of the projects, the utility can fund major projects immediately and spread the payment over a specified time frame. For Potable Water, the District anticipates a debt service payment of $825,000 on existing debt and about $3.3M on proposed revenue bonds debt of $44.5M in 2027. Based on the revenue bond requirements, the debt service coverage ratio is a minimum of 1.15x net revenues (revenue less operating expenses) for the Water Utility.

Table 2-6 Debt Service

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Potable Water					
1	Refunding Rev Bond, Series 2011A/2016	814,961	827,514	821,771	827,793	828,402
2	Future Bond 2027	0	0	1,949,447	3,341,910	3,341,910
3	Total	$ 814,961	$ 827,514	$ 2,771,218	$ 4,169,703	$ 4,170,312

2.6 Capital Improvement Program

The District developed a five-year Capital Improvement Plan on an annual basis for identifying Potable Water system needs including assessments, inspections, maintenance, and rehabilitation and replacement requirements.

Table 2-7 summarizes the planned CIP for FY 2025 through FY 2029. Potable Water is projecting $71.0M in CIP over the Study period, which includes both capital replacement and capital improvement capital projects. For complete details associated with each CIP project, see District CIP Budget on their website.

Table 2-7 Capital Improvement Projects

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Potable Water					
1	Potable Water Facilities	1,541,300	527,900	542,400	0	0
2	Reservoir Rehabilitation Program	0	654,600	5,011,700	11,268,900	8,910,200
3	New Pump Station Program	99,900	1,052,800	976,300	0	0
4	Pump Station Replacement program	0	405,400	527,200	0	0
5	Potable Pipeline Replacement Progra	162,900	739,100	108,500	111,500	114,500
6	New Well Design Program	10,696,300	4,128,000	10,847,900	11,146,200	0
7	Well Rehabilitation Program	590,800	0	0	0	0
8	Meter Station Replacement Program	298,000	211,200	0	167,200	0
9	VFD Replacement Program	30,800	31,700	32,500	33,400	34,400
10	General CIPs & Fixed Assets	0	0	0	0	0
11	Total	$ 13,420,000	$ 7,750,700	$ 18,046,500	$ 22,727,200	$ 9,059,100

2.6.1 Capital Improvement Financing Plan

The District funds annual expenditures for the CIP from a combination of previous bond debt proceeds, available funds on hand, transfers, grants, and revenues derived from user rates. As shown in Tables 2-8, Line 13, the annual CIP expenditure amount varies by FY based on the identified need in any given FY. Based on a 5-year average over the Study period, it is expected that Potable Water will expend about $14.2M per year. The planned annual CIP contribution from the Operating Fund varies per FY based on available cash on hand and specific needs as shown in Table 2-8, Line 3. District policy sets the minimum capital replacement reserve at 5.0% of the replacement value of fixed assets, and it is expected to be met by FY 2025.

Table 2-8 Capital Replacement and Improvement Fund Financing Plan (Potable Water)

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
	Source of Funds					
1	Developer Contributions/Connection Fees	211,100	0	0	416,400	416,400
2	Mitigation Contributions	0	0	0	0	0
3	Cash Financing (Paygo)	2,062,300	2,427,700	1,852,200	1,657,700	1,040,400
4	Water Bond Proceeds	0	0	48,570,467	0	0
5	Grant Funding	83,800	0	0	0	0
6	CIP De-Obligation	0	0	0	0	0
7	Interest Income	891,700	515,900	1,046,400	1,224,100	575,300
8	Total Sources	$ 3,248,900	$ 2,943,600	$ 51,469,067	$ 3,298,200	$ 2,032,100
	Use of Funds					
9	Replacement & Improvement Projects	13,389,100	7,718,900	18,014,100	22,693,800	9,024,700
10	Debt Issuance Charges	0	0	4,070,467	0	0
11	Transfer of Interest Income	891,700	515,900	1,046,400	1,224,100	575,300
12	Total Uses	$ 14,280,800	$ 8,234,800	$ 23,130,967	$ 23,917,900	$ 9,600,000
13	Net Annual Cash Balance	(11,031,900)	(5,291,200)	28,338,100	(20,619,700)	(7,567,900)
14	Beginning Unrestricted Fund Balance	24,884,800	13,852,900	8,561,700	36,899,800	16,280,099
15	Net Cumulative Fund Balance	$ 13,852,900	$ 8,561,700	$ 36,899,800	$ 16,280,099	$ 8,712,199
16	Min Capital Reserve Target [1]	8,001,300	8,001,300	8,001,300	8,001,300	8,001,300

[1] Target is 5% of replacement value of fixed assets.

2.7 Transfers

Potable Water will each perform two transfers annually over the Study period from its Operating Fund to the Capital Replacement Fund and Rate Stabilization Fund. Table 2-9, Lines 25 and 26 show the associated amounts of each transfer. Section 2.8 explains the Capital Replacement, Operating Reserve, Rate Stabilization, and CalPERS UAL Reserves.

2.8 Reserves

The District has a defined reserve policy for its Water Utility. A utility typically establishes reserves for several reasons such as covering shortfalls in operating revenues, maintaining strong bond ratings, covering day-to-day operating costs, and easing the burden on ratepayers associated with large rate increases. The four defined reserves the District maintains are:

- Operating Reserve represents working capital maintained by the Operating Fund to cover day-to-day expenses and maintain sufficient funds to cover accounts receivables if there are supplier issues, periods of lower than expected water sales, or unforeseen cost increases. The reserve scheduled target is 45 days of O&M expenses (excluding wholesale water costs).
- Capital Replacement Reserve represents funds used for unforeseen and unbudgeted capital costs. The reserve target is a minimum of 5.0% of the replacement value of the Potable Water's fixed assets.
- CalPERS Unfunded Accrued Liability (UAL) Reserve represents funds to help fund the unfunded accrued liability associated CalPERS.
- Rate Stabilization Reserve represents funds used to absorb revenue shortfall due to short-term decreases in water sales. The reserve target is a minimum of 10% of the prior year's rate revenue. This Study defines rate revenue as revenue generated from commodity charges only.

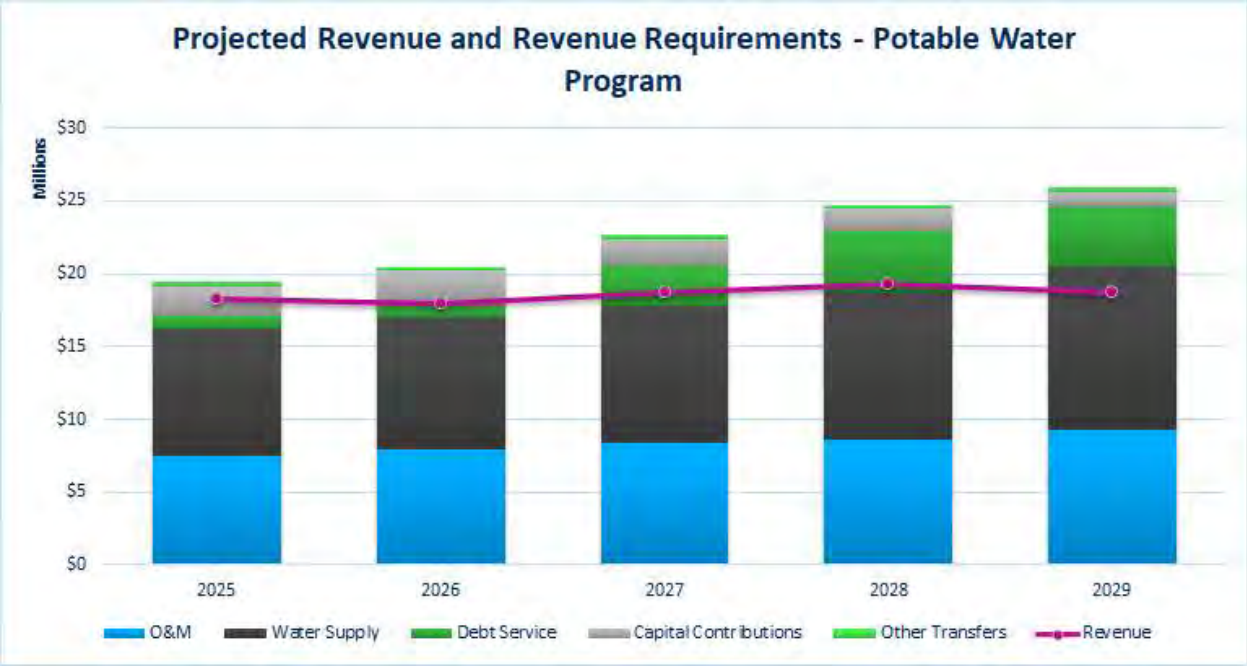
Regardless of the type of reserve, appropriate reserve levels help the Water Utility attain and keep better bond ratings, which in turn, leads to lower borrowing costs.

2.9 Projected Operating Results

The revenue requirements of Potable Water consist of O&M expenses, debt service, capital expenditures, and reserve requirements.

To fully understand the current condition of Potable Water, it was important to examine the cash flow projections under the status quo scenario. In this scenario, Potable Water would not impose any revenue increases over the Study period and continue to incur O&M expenses, debt service, pay for the execution of the planned CIP, and transfer to reserves. As shown in Figures 2-2, the status quo conditions would project that Potable Water would operate from an annual deficit position, thus tapping into their respective reserves.

Figure 2-2 Status Quo Potable Water Operating Cash Flow



Potable Water will be in deficit positions if the District does not implement the revenue increases as shown in Table 2-9. The revenue increases represent the overall total revenue adjustment needed to meet revenue requirements. The revenue adjustment does not represent adjustments to the individual rates but reflects the overall level of revenue needed to meet the obligations.

The suggested revenue increases help the Potable Water Utility meet the following goals:

- Meet budgeted operating obligations.
- Meet planned capital investments.
- Maintain an operating reserve of 45 days of operating expenses.
- Maintain capital reserve of 5.0% of the replacement value of the Potable Water's fixed assets.
- Maintain rate stabilization reserve at a level of 10% of the prior year's rate revenue.

Shown in Tables 2-9 is a summary of the proposed Operating Fund for the Study period. The Operating Fund consists of two parts: 1) Revenue and 2) Revenue Requirements.

Revenue

- Line 1 is the revenue under existing rates.
- Lines 2 through 7 is the additional revenue generated from the required annual revenue increases. The additional revenue generated is a direct reflection of the number of months the increase is effective for, and therefore the amount might calculate at less than that stated amount.
- Line 8 is the total revenue generated from user charges.
- Line 12 for represent other operating revenues.
- Line 15 for represent non-operating revenues.

- Line 17 for represent transfer into the operating fund from reserves, specifically rate stabilization.
- Line 18 for represent total revenues for Potable Water.

Revenue Requirements

- Line 21 represent total O&M expenses. Total O&M expenses include water production and water purchase.
- Line 24 represent debt service payments.
- Line 29 represent transfers. The transfers include money to the Capital Replacement Fund, Operating Reserve, Rate Stabilization Reserve, and CalPERS UAL Reserve. These transfers do not represent direct operating expenses. Therefore, these costs are treated as “below-the-line” cash flow items when determining debt service coverage.
- Line 30 represent total revenue requirements for Potable Water.

Lines 33 represent the net cumulative cash balance within the Operating Fund. It is the District’s policy that any cash balance in the operating fund are directed to capital replacement, therefore the result balance is approximately zero.

Line 34 represents the reserve target minimum of 45 days of O&M expenses which is kept in a separate operating reserve. The operating reserve is required to ensure the Operation Fund can continue in the event of a supplier interruption, market price fluctuations of critical equipment or supplies or an abrupt drop in account receivables.

Line 35 represents the debt service coverage ratio required by the lending financial institutions which set the target of 1.15x over the span of the debt repayment period.

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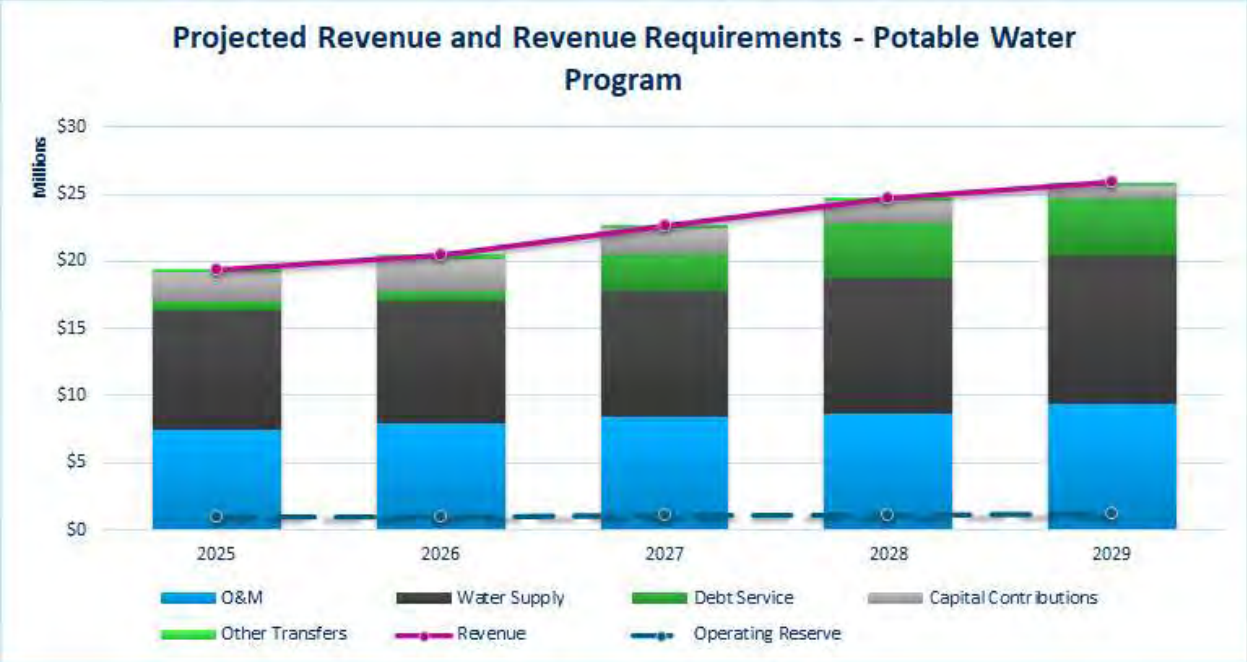
Table 2-9 Potable Water Operating Fund

Line No.	Description			Fiscal Year Ending June 30, 2025 ($)	2026 ($)	2027 ($)	2028 ($)	2029 ($)
	Revenue							
	Rate Revenue							
1	Revenue from Existing Rates			15,818,600	15,916,500	16,111,000	16,399,200	16,492,600
	Year	Months Effective	Revenue Adj					
2	2025	12	7.50%	1,186,400	1,193,700	1,208,300	1,229,900	1,236,900
3	2026	12	7.50%		1,283,300	1,298,900	1,322,200	1,329,700
4	2027	12	7.50%			1,396,400	1,421,300	1,429,400
5	2028	12	7.50%				1,527,900	1,536,600
6	2029	12	7.50%					1,651,900
7	Increased Revenue Due to Adjustments			1,186,400	2,477,000	3,903,600	5,501,300	7,184,500
8	Subtotal Rate Revenue			17,005,000	18,393,500	20,014,600	21,900,500	23,677,100
	Other Operating Revenue							
9	Water Sales - PVCWD			969,000	998,100	1,028,000	1,058,800	1,090,600
10	Special Services			33,000	33,000	33,000	33,000	33,000
11	Miscellaneous			31,000	31,000	31,000	31,000	31,000
12	Subtotal Other Operating Revenue			1,033,000	1,062,100	1,092,000	1,122,800	1,154,600
	Non-Operating Revenue							
13	Taxes			475,000	475,000	475,000	475,000	475,000
14	Interest			905,600	533,200	1,066,900	1,247,400	601,400
15	Subtotal Non-Operating Revenue			1,380,600	1,008,200	1,541,900	1,722,400	1,076,400
	Transfers							
16	Transfer from Rate Stabilization			0	0	0	0	0
17	Subtotal Non-Operating Revenue			0	0	0	0	0
18	**Total Revenue**			**$ 19,418,600**	**$ 20,463,800**	**$ 22,648,500**	**$ 24,745,700**	**$ 25,908,100**
	Revenue Requirements							
	Operating & Maintenance							
19	O&M Expenses			7,468,300	7,967,100	8,359,300	8,608,700	9,321,200
20	Water Supply			8,786,800	8,993,300	9,430,700	10,092,200	11,101,600
21	Subtotal O&M			16,255,100	16,960,400	17,790,000	18,700,900	20,422,800
	Debt Service							
22	Existing Revenue Bonds			815,000	827,500	821,800	827,800	828,400
23	Proposed Revenue Bonds			0	0	1,949,400	3,341,900	3,341,900
24	Total Debt Service			815,000	827,500	2,771,200	4,169,700	4,170,300
	Transfers							
25	Transfer to Capital Replacement [1]			2,062,200	2,427,600	1,852,100	1,657,600	1,040,300
26	Transfer to Operating Reserve			99,500	61,500	48,400	30,700	87,900
27	Transfer to Rate Stabilization Reserve			60,000	60,000	60,000	60,000	60,000
28	Transfer to CalPERS UAL Reserve			126,750	126,750	126,750	126,750	126,750
29	Total Transfers			2,348,450	2,675,850	2,087,250	1,875,050	1,314,950
30	**Total Revenue Requirements**			**$ 19,418,550**	**$ 20,463,750**	**$ 22,648,450**	**$ 24,745,650**	**$ 25,908,050**
31	Net Annual Cash Balance			50	50	50	50	50
32	Beginning Fund Balance			0	0	0	0	0
33	Net Cumulative Fund Balance			$ 50	$ 50	$ 50	$ 50	$ 50
34	Minimum Operating Reserves (45 Days)			$ 920,700	$ 982,200	$ 1,030,600	$ 1,061,300	$ 1,149,200
35	Debt Service Coverage (1.15x)			3.88	4.23	1.75	1.45	1.32

[1] Transfer to the Capital Replacement fund represents Pay-As-You-GO funds used to pay capital projects.

Figure 2-3 shows a graphical representation of the proposed Potable Water Operating Fund shown in Table 2-9. The figure show that the District should meet the projected revenue requirements through the proposed revenue adjustments. These revenue adjustments would allow Potable Water to generate revenues as close as possible to operating expenses with minimal surplus or shortage over the Study period.

Figure 2-3 Potable Water Operating Cash Flow



3.0 Cost of Service Analysis

Cost of Service analysis requires recovery of the District's needed revenues from rates for Potable Water service, which are allocated to customer classes according to the service rendered. An equitable rate structure allocates the capture of revenue requirements for customer classes based on the quantity of water consumed, peak flows, the number of customer connections and other relevant factors.

In analyzing Potable Water's cost of service for allocation to its customer classes, Black & Veatch selected the annual revenue requirements for FY 2025 as the Test Year (TY) requirements to demonstrate the development of cost-of-service water rates. Table 3-1 summarizes the total costs of service needs to recover from user rates. The table represent TY 2025.

Table 3-1 Cost of Service Revenue from Rates (Potable Water)

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expenses	7,468,300	0	7,468,300
2	Water Supply	8,786,800	0	8,786,800
3	Debt Service	0	815,000	815,000
4	Transfers	286,250	2,062,200	2,348,450
5	Subtotal	16,541,350	2,877,200	19,418,550
	Less Revenue Requirements Met from Other Sources			
6	PVCWD Revenue	969,000	0	969,000
7	Other Operating Revenue	64,000	0	64,000
8	Other Non-Operating Revenue	1,380,600	0	1,380,600
9	Subtotal	2,413,600	0	2,413,600
	Adjustments			
10	Adj for Annual Cash Balance	0	(50)	(50)
11	Subtotal	0	(50)	(50)
12	Cost of Service to be Recovered from	$ 14,127,750	$ 2,877,250	$ 17,005,000

Shown in Line 5 is the total revenue requirement that corresponds with Table 2-9, Line 30. Line 9 represents the other revenue sources which correspond with Table 2-9, Lines 12 and 15. Line 10 reflects the change in available funds for the Potable Water system during the TY and corresponds to the net annual cash balance, Table 2-9, Line 31. When the net annual cash balance on Table 2-9 is positive, it indicates that the utility is adding to its operating fund balance, when the balance is negative, the utility is drawing down on reserve balances to meet its annual needs.

3.1 Functional Cost Components

The first step in conducting a cost-of-service analysis involves analyzing the cost of providing Potable Water service by system function to properly allocate the costs to the various customer classes and subsequently design rates. As a basis for allocating costs of service among customer classes, we separate costs into the following four basic functional cost components: (1) "Base"; (2) "Extra Capacity"; (3) "Customer"; and (4) "Direct Assignment," described as follows:

- Base costs represent the operating and capital costs of the system associated with service to customers to the extent required under constant or average annual load conditions without the elements necessary to meet water consumption variations or peak demands.
- Extra Capacity costs represent those operating and capital costs incurred in meeting peaking demands. Peaking demands represent water consumption more than the average rate of use.
- Customer costs are those expenditures that are associated with customer-specific functions and vary in proportion to the number of customers connected to the system. These include meter reading, billing, collecting and accounting, and maintenance and capital costs associated with meters and services.
- Directly assigned costs are costs specifically identified as those incurred to serve specific customers. These costs include water production fire protection and debt service for Potable Water.

3.2 Allocation to Cost Components

The next step of the cost-of-service process involves allocating each element of cost to functional cost components based on the parameter or parameters having the most significant influence on the magnitude of that element of cost. We allocate O&M expense items directly to appropriate cost components. We use a detailed allocation of related capital investment as a proxy for allocating capital and replacement costs. The separation of costs into functional components provides a means for distributing such costs to the various classes of customers based on their respective responsibilities for each type of service.

3.2.1 System Base, Max Day, and Max Hour Allocations

Potable Water system consist of various facilities; each designed and operated to fulfill a given function. For the systems to provide adequate service to its customers, it must be capable of meeting not only the annual volume requirements but also the maximum demand rates placed on the system. Because not all customers and types of customers exert maximum demand at the same time, the capacities of the various facilities must meet the maximum coincidental demand of all classes of customers. Each Potable Water service facility within the system have an underlying average demand, exerted by the customers for whom the base cost component applies. For those facilities designed solely to meet average day demand, 100% of the costs go to the base cost component. Extra capacity requirements associated with coincidental demands more than average use consist of maximum daily and maximum hourly demand subcomponents.

For volume-related cost allocations, the first step in determining the allocation percentages is to assign system peaking factors. The base element is equal to the average daily demand (ADD) and assigned a value of 1.0. The Potable Water's maximum day (max day) demand is 1.93 times the ADD. The maximum hourly (max hour) demand is 2.316 times the ADD.

The costs associated with facilities required to meet maximum day demand are allocable to base and maximum day extra capacity as follows:

- Base = (1.0/1.93) x 100 = 51.8%
- Max Day = (1.93 – 1.0)/1.93x 100 = 48.2%

These calculations indicate that the average or base use requires 51.8% of the capacity of facilities designed and generated to meet maximum day demand and the remaining 48.2% meets maximum day extra capacity requirements.

The costs associated with facilities required to meet maximum hour demand are allocable to base, maximum day extra capacity and maximum hour extra capacity as follows:

- Base = (1.0/2.316) x 100 = 43.2%
- Max Day = (1.93 – 1.0)/2.316 x 100 = 40.2%
- Max Hour = (2.32 – 1.93)/2.316 x 100 = 16.7%

3.2.2 Allocation of Operating and Maintenance (O&M) Expenses

In the allocation of O&M expenses for the Test Year (2025), we directly allocate the costs to the cost components to the extent possible. Potable Water books operating cost by operating categories. Therefore, Black & Veatch used the factors noted in Section 3.1 to allocate the operating expenses to the cost components. We based the allocation of various administrative costs based on the average of all other costs. Tables 3-3 and 3-4 represent the allocation of O&M to the cost components. Next, we subtracted revenues from other sources as shown in Table 3-1, Line 9, and we deducted any drawdown of available cash balances and normalized the rate adjustments for a full year as shown in Table 3-1, Line 10 to determine the net O&M costs for each utility.

The direct assignment represents water production and fire protection for Potable Water. For the allocation of adjustments such as miscellaneous revenues and other adjustments, Black & Veatch allocates these adjustments based on the average distribution of costs. For example, on Table 3-4, the allocation of $1,574,600 of miscellaneous revenues under the Base column comes from multiplying the total miscellaneous revenues figure ($2,413,600) by the ratio of the total Base O&M cost on Line 14 ($10,145,150) to the total O&M cost ($10,145,150). We repeat this process for each functional category to derive the distribution of costs to the categories.

In the following tables, historical spending trends are incorporated where possible to provide a better representation of how the District's costs relate to different functional components. Specifically, the allocations for salaries and benefits, contract services, utilities, pipeline repairs and maintenance, and materials, tools and equipment use data from 2023 to formulate the percentages reflected in Tables 3-3 and 3-5. Appendix A demonstrates the derivation of the percentages based on 2023 actual costs with modifications to reflect budget assignments for 2024.

3.2.3 Allocation of Capital Investments

In the allocation of capital investment for the Test Year (2025), the existing fixed assets (which serve as a proxy for the current capital investments) are allocated directly to cost components to the extent possible. The allocation of costs into the costs components provides a basis for annual investment in Potable Water system facilities. Tables 3-5 and 3-6 show the total allocation of existing system investment serving Potable Water customers. The total net system investment of $23.6M shown on Line 9 for Potable Water represents the Test Year original cost less accumulated depreciation of the system in service. The total net system investment reflects the Potable Water's fixed asset listing ending June 30, 2023. This value represents the book value of the assets. Using the distribution of total net system investment across the functional cost components, we can then allocate the planned capital costs. Like the allocation of O&M expenses, Black & Veatch allocates adjustments such as miscellaneous revenues and other adjustments based on the average distribution of costs.

Table 3-2 Allocation of O&M Expenditures (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Operating Expenses								
1	Production								
2	Water Purchase	86.5%	0.0%	0.0%	0.0%	0.0%	0.0%	13.5%	[1]
3	Production Power	50.8%	47.2%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
4	Pumping Power	50.8%	47.2%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
5	CamSan	86.5%	0.0%	0.0%	0.0%	0.0%	0.0%	13.5%	[1]
6	Salaries and Benefits	30.6%	28.5%	11.4%	7.6%	19.8%	2.0%	0.0%	[2]
7	Contracts & Professional Services								
8	Outside Contracts	68.3%	21.7%	7.9%	0.0%	0.0%	2.0%	0.0%	[2]
9	Professional Services	68.3%	21.7%	7.9%	0.0%	0.0%	2.0%	0.0%	[2]
10	Services & Supplies	47.8%	0.0%	0.0%	50.1%	0.0%	2.0%	0.0%	[2]
11	Utilities	93.1%	4.9%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
12	Pipeline Repairs	32.4%	30.0%	10.0%	25.5%	0.0%	2.0%	0.0%	[2]
13	Small Tools & Equipment	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
14	Materials & Supplies	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
15	Repair Parts & Equipment Maint	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
16	Fees and Charges	90.1%	7.9%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
17	Transfers	86.5%	0.0%	0.0%	0.0%	0.0%	0.0%	13.5%	[1]

[1] Fixed/Variable Import Water Charges

[2] Allocations are based on actual costs for FY 2023. See Appendix A for more details.

Table 3-3 Allocation of $ O&M Expenditures (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base	(3) Extra Capacity: Max. Day	(4) Extra Capacity: Max. Hour	(5) Customer: Meters	(6) Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.		
		($)	($)	($)	($)	($)	($)	($)	($)
	Operating Expenses								
1	Production								
2	Water Purchase	6,442,000	5,574,800	0	0	0	0	0	867,200
3	Production Power	1,182,300	600,800	557,900	0	0	0	23,600	0
4	Pumping Power	1,006,500	511,500	474,900	0	0	0	20,100	0
5	CamSan	156,000	135,000	0	0	0	0	0	21,000
6	Salaries and Benefits	2,470,400	756,800	704,900	282,400	187,800	489,100	49,400	0
7	Contracts & Professional Services								
8	Outside Contracts	1,239,100	846,700	269,300	98,300	0	0	24,800	0
9	Professional Services	966,100	660,200	210,000	76,600	0	0	19,300	0
10	Services & Supplies	217,200	103,900	0	0	108,900	0	4,400	0
11	Utilities	74,200	69,100	3,600	0	0	0	1,500	0
12	Pipeline Repairs	391,400	126,900	117,600	39,300	99,800	0	7,800	0
13	Small Tools & Equipment	23,800	12,200	11,000	100	0	0	500	0
14	Materials & Supplies	793,100	407,800	367,500	1,900	0	0	15,900	0
15	Repair Parts & Equipment Maint	1,103,500	567,500	511,300	2,600	0	0	22,100	0
16	Fees and Charges	189,500	170,700	15,000	0	0	0	3,800	0
17	Transfers	286,250	247,750	0	0	0	0	0	38,500
18	Total O&M Expenses	$ 16,541,350	$ 10,791,650	$ 3,243,000	$ 501,200	$ 396,500	$ 489,100	$ 193,200	$ 926,700
	Less Other Revenue								
19	Miscellaneous Revenues	2,413,600	1,574,600	473,200	73,100	57,900	71,400	28,200	135,200
20	Other Adjustments	0	0	0	0	0	0	0	0
21	Net Operating Expenses	$ 14,127,750	$ 9,217,050	$ 2,769,800	$ 428,100	$ 338,600	$ 417,700	$ 165,000	$ 791,500

Table 3-4 Allocation of Capital Costs (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Plant Assets								
1	Water Production	86.54%	0.00%	0.00%	0.00%	0.00%	0.00%	13.46%	[1]
2	Pumping	86.54%	0.00%	0.00%	0.00%	0.00%	0.00%	13.46%	[1]
3	Treatment	50.81%	47.19%	0.00%	0.00%	0.00%	2.00%	0.00%	[2]
4	Transmission & Distribution	42.51%	39.49%	16.00%	0.00%	0.00%	2.00%	0.00%	[3]
5	Meters	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	[4]
6	Fire Hydrants	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	[5]
7	Land	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	[6]
8	General Plant	54.17%	28.01%	4.27%	7.67%	0.00%	2.54%	3.34%	[7]

[1] Fixed/Variable Import Water Charges
[2] Base/Max Day (adj for Fire)
[3] Base/Max Hour/Max Day (adj for Fire)
[4] Meters
[5] Fire Hydrants
[6] Base
[7] Average of above

Table 3-5 Allocation of $ Capital Costs (Potable Water)

Line No.	Description	(1) Total Costs (Net Book Value)	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Plant Assets								
1	Water Production	4,166,500	3,605,600	0	0	0	0	0	560,900
2	Pumping	1,547,500	1,339,200	0	0	0	0	0	208,300
3	Treatment	8,526,400	4,332,600	4,023,300	0	0	0	170,500	0
4	Transmission & Distribution	6,149,900	2,614,400	2,428,500	984,000	0	0	123,000	0
5	Meters	1,766,800	0	0	0	1,766,800	0	0	0
6	Fire Hydrants	290,500	0	0	0	0	0	290,500	0
7	Land	585,500	585,500	0	0	0	0	0	0
8	General Plant	587,500	318,200	164,600	25,100	45,100	0	14,900	19,600
9	Total Plant Assets	$ 23,620,600	$ 12,795,500	$ 6,616,400	$ 1,009,100	$ 1,811,900	$ 0	$ 598,900	$ 788,800
	Less Other Revenue								
10	Miscellaneous Revenues	0	0	0	0	0	0	0	0
11	Other Adjustments	(30)	(30)	0	0	0	0	0	0
12	Net Capital Expenses	$ 23,620,630	$ 12,795,530	$ 6,616,400	$ 1,009,100	$ 1,811,900	$ 0	$ 598,900	$ 788,800
13	Proxy for Allocation of Capital Costs (%)		54.2%	28.0%	4.3%	7.7%	0.0%	2.5%	3.3%
14	Capital Costs (TY)	$ 2,062,250	$ 1,172,150	$ 577,700	$ 88,100	$ 103,100	$ 0	$ 52,300	$ 68,900

3.3 Units of Service

Following the allocation of costs, the total cost responsibility for each customer class is developed using unit costs of service for each cost function and subsequently assigning those costs to the customer classes based on the respective service requirements of each. To properly recognize the cost of service, each customer class receives its share of base, maximum day, peak hour, and customer costs. The number of units of service required by each customer class provides a means for the proportionate distribution of costs previously allocated to respective cost categories.

Table 3-6 summarizes the estimated Test Year (2025) units of service for the various customer classes. Base costs vary with the volume of water consumed and distributed to customer classes on that basis. Extra Capacity costs are those associated with meeting peak demand rates of water use and distributed to customer classes based on the respective class capacity requirements more than average rates of use. Black & Veatch followed the capacity factor methodology outlined in Appendix A of the AWWA M1 Manual to derive peak consumption information from the monthly consumption records in the District's Customer Information System (CIS) which helps provide the basis for estimating maximum day and peak hour ratios by customer class. The number of bills for each customer class serves as the basis for distributing customer billing requirements. Customer meter requirements are allocated based on the number of equivalent meters serving each customer class. The estimated number of equivalent meters for each customer class relies on the total number of various sizes of meters serving respective classes and the ratio of the cost of meters for the various sizes to the cost of 5/8-inch meter. The equivalent meter ratios adopted in this analysis are consistent with those established in the AWWA M1 Manual. Private fire protection costs allocations use equivalent fire hydrants.

3.3.1 Max Day/Max Hour Peaking Factors

Similar to other utilities, the District does not have access to system capacity factor data. It is typical for cities to lack this data since acquiring it requires the installation of special meters for prolonged periods to measure the usage patterns of different customer classes. In the absence of measured capacity factors, we developed estimates of these factors using procedures outlined in Appendix A of AWWA's M1 Rate Manual. The process involved using the District's monthly peaking data and high-level assumptions regarding customer class usage patterns. The capacity factors for each customer class are multiplied by the average consumption for each class to determine the base, max day, and max hour allocation percentages. The allocation to base, max day, and max hour considers the total water consumption per customer class and the demand each customer class places on the system.

3.3.2 Fire Service

We allocate fire protection costs between those costs to be recovered from all users and those recovered from customers that have private fire meters. District staff provided Black & Veatch with the number of public fire hydrants (1,098), as well as the number of private fire meters (147) by meter size. We then converted the public fire hydrants and the number of meters to equivalent hydrants. The resulting proportion of equivalent public fire hydrants is approximately 88.2%. As shown in Table 3-8, Column 1, $447,500, of the fire protection costs are associated with public hydrants and are recovered from all water users and the remaining $174,200 of the fire protection costs will be recovered directly from those customers with private fire meters.

The derivation of fire protection units of service depends on the system's fire requirements. For the District, according to the District's Infrastructure Fire Management Plan (Tables 5.12 and 5.16), the water system should be able to handle a 2-hour fire delivering 3,000 gallons per minute (GPM) of flow. The

process for converting these fire protection requirements into base/max day/max hour elements is as follows:

Public Fire Protection

- Max Day requirements = Fire duration x Water flow x conversion factors x number of public hydrants/total number of hydrants
  - Max Day = 2 hours x 3,000 gpm x 60 minutes/hour / 748 gallons/HCF x 1,098/1,245 = 425 HCF/day
- Max Hour requirements = Water flow x conversion factors x number of public hydrants/total number of hydrants
  - Max Hour Total = 3,000 gpm x 60 minutes/hour x 24 hours/day / 748 gallons/HCF x 1,098/1,245 = 5,095 HCF/day
  - Max Hour Extra = 5,095 HCF/day – 425 HCF/day = 4,670 HCF/day

We repeated the same process for the private fire protection units, but we replace "number of public fire hydrants" with "number of private hydrants."

3.4 Cost of Service Allocations

To determine the cost of service for each customer class, we apply the unit costs of service to each customer classes' respective service requirements. The total unit costs of service applied to the respective requirements for each customer class results in the total cost of service for each customer class.

3.4.1 Units Costs of Service

The Test Year (2025) unit cost of service for each functional cost component is simply the total cost divided by the applicable units of service as shown in Tables 3-7. On Line 4, the total costs represent the cost that rates need to recover shown as demonstrated in Table 3-1, Line 13 for Potable Water. The net O&M cost includes O&M (which includes water purchase) less revenue from other sources and adjustments. The total capital cost includes debt service payments and transfers to the Capital Replacement Fund. Line 6 represents the unit costs for the entire Potable Water system regardless of customer class. After that, we use these unit costs in allocating the costs to the specific customer classes. Theoretically, debt service is a fixed cost in that the District must pay the debt payment regardless of how much water the District sells. However, putting 100% of debt service on the District's fixed charge would cause a large spike to customer rates and potentially cause affordability issues. Instead, the District has opted to recognize that much of the debt issued serves to provide facilities and pipelines for the provision of water service. As such, this Study allocates 94.5% of the debt service obligation to the Base element (shared by all customers), and 4.5% to the fixed cost element.

3.4.2 Distribution of Costs of Service to Customer Classes

Applying the unit costs to the units for each customer class produces the customer class costs. This process is illustrated in Table 3-8, in which we apply the unit costs to the customer class units of service for Test Year (2025). The costs attributable to each customer class reflect the functional costs components described in Section 3.1. Each customer class places a burden on the system in different ways, and thus the allocation of the units is representative of this burden.

An example of the application of unit costs is shown below for illustrative purposes.

	Base Component	
Unit Cost (Table 3-13, Line 1)	$ 3.45	per HCF
Group 2 Consumption (Table 3-13, Line 5)	2,107,320	HCF
Total Allocated Cost	$ 7,272,700	

Please note that the numbers within the tables are rounded, therefore result might vary.

3.4.3 Cost of Service Adjustments

Presented in Table 3-9 is a summary of the cost of service by customer class for potable customer groups. In recognition that public fire protection provides a general benefit to all customers that use potable water for non-irrigation purposes, we allocate this cost to relevant customers in Column 2. Column 3 shows the adjusted allocated costs of service.

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Table 3-6 Units of Service (Potable Water and Non-Potable Water)

Line No.	Description	Consumption		Maximum Day			Maximum Hour			Meters	Cust/Bills	Fire Protection
		Annual	Avg. Day	Factor	Total	Extra	Factor	Total	Extra			
	Column Reference	(1)	(2)=(1)/365	(3)	(4)=(2)x(3)	(5)=(4)-(2)	(6)	(7)=(2)x(6)	(8)=(7)-(4)	(9)	(10)	(11)
	Units of Measure	(HCF)	(HCF/day)		(HCF/day)	(HCF/day)		(HCF/day)	(HCF/day)	(EMs)	(bills)	(EHs)
	Potable Water											
1	Group 1	6,325	17	398%	69	52	531%	92	23	294	240	0
2	Group 2	2,107,320	5,773	295%	17,032	11,258	393%	22,690	5,658	14,394	90,468	0
3	Group 3	943,919	2,586	325%	8,405	5,819	433%	11,198	2,793	3,343	6,216	0
4	Subtotal	3,057,563	8,377		25,505	17,129		33,980	8,474	18,030	96,924	
	Potable Fire Service											
5	Public Fire	0	0		425	425		5,095	4,670	0	0	1,098
6	Fire Service (PP5)	0	0		57	57		680	624	5,865	1,404	147
7	Subtotal	0	0		481	481		5,775	5,294	5,865	1,404	1,245
8	Total Potable Water System	3,057,563	8,377		25,987	17,610		39,755	13,768	23,895	98,328	1,245

Table 3-7 Units Cost of Service (Potable Water)

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production	Debt Service
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		($)	($)	($)	($)	($)	($)	($)		
	Potable Water - Unit Cost of Service									
1	Net Operating Expense (Table 3-4)	14,127,750	9,217,050	2,769,800	428,100	338,600	417,700	165,000	791,500	0
2	Debt Service	815,000	163,000	0	0	0	0	0	0	652,000
3	Capital Costs (Table 3-6)	2,062,250	1,172,150	577,700	88,100	103,100	0	52,300	68,900	0
4	Total Cost of Service	$ 17,005,000	$ 10,552,200	$ 3,347,500	$ 516,200	$ 441,700	$ 417,700	$ 217,300	$ 860,400	$ 652,000
5	Units of Service (Table 3-6)		3,057,563	17,610	13,768	23,895	98,328	1,245	18,030	18,030
6	Units of Measure		HCF	HCF/Day	HCF/Day	Eq. Meter	Bill	Eq. Hydrant	Eq. Meter	Eq. Meter
7	Cost per Unit (Line 4 / Line 5)		$ 3.45	$ 190.09	$ 37.49	$ 18.49	$ 4.25	$ 174.59	$ 47.72	$ 36.16
8	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter

Table 3-8 Distribution of Costs to Customer Classes (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base — Base	(3) Common to All Customers: Extra Capacity — Max. Day	(4) Common to All Customers: Extra Capacity — Max. Hour	(5) Common to All Customers: Customer — Meters	(6) Common to All Customers: Customer — Cust/Bill.	(7) Fire Protection	(8) Water Production [1]	(9) Debt Service [1]
		($)	($)	($)	($)	($)	($)	($)		
1	Cost per Unit (Table 3-7)		$ 3.45	$ 190.09	$ 37.49	$ 18.49	$ 4.25	$ 174.59	$ 47.72	$ 36.16
2	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter
	Potable Water									
	Group 1									
3	Units		6,325	52	23	294	240	0	294	294
4	Allocation of costs of service	63,500	21,800	9,800	900	5,400	1,000	0	14,000	10,600
	Group 2									
5	Units		2,107,320	11,258	5,658	14,394	90,468	0	14,394	14,394
6	Allocation of costs of service	11,482,700	7,272,700	2,140,100	212,100	266,100	384,300	0	686,900	520,500
	Group 3									
7	Units		943,919	5,819	2,793	3,343	6,216	0	3,343	3,343
8	Allocation of costs of service	4,837,100	3,257,700	1,106,100	104,700	61,800	26,400	0	159,500	120,900
	Public Fire									
9	Units		0	425	4,670	0	0	1,098	0	0
10	Allocation of costs of service	447,500	0	80,700	175,100	0	0	191,700	0	0
	Fire Service (PPS)									
11	Units		0	57	624	5,865	1,404	147	0	0
12	Allocation of costs of service	174,200	0	10,800	23,400	108,400	6,000	25,600	0	0
13	TOTAL COSTS OF SERVICE	$ 17,005,000	$ 10,552,200	$ 3,347,500	$ 516,200	$ 441,700	$ 417,700	$ 217,300	$ 860,400	$ 652,000
	Details for Table 4-9 in the derivation of peaking costs. Section 4.2.3.1.4 for explanation.									
	Group 2 Tier 1									
14	Units			3,469	1,963					
15	Allocation of costs of service	733,100		659,500	73,600					
	Group 2 Tier 2									
16	Units			7,789	3,695					
17	Allocation of costs of service	1,619,100		1,480,600	138,500					

[1] Units for Water Production and Debt Service are equivalent Meters units as the allocation is based on Equivalent Meters. The exception is that Water Production and Debt Service have no Fire Service Allocation thus no units.

Table 3-9 Cost of Service by Customer Class Summary

Line No.	Description	Cost of Service [1]	Re-Allocation of Public Fire Protection [2]	Adjusted Cost of Service
		($)	($)	($)
	Potable Water			
1	Group 1	63,500	1,700	65,200
2	Group 2	11,482,700	313,600	11,796,300
3	Group 3	4,837,100	132,200	4,969,300
4	Subtotal	16,383,300	447,500	16,830,800
5	Public Fire	447,500	(447,500)	0
6	PP5 Fire Service	174,200	0	174,200
7	Subtotal	621,700	(447,500)	174,200
8	**Total Water System**	**$ 17,005,000**	**$ 0**	**$ 17,005,000**

[1] Cost of service values from Tables 3-8

[2] Public fire protection costs re-allocated based on proportionate share of costs for Groups 1, 2 &3.
For example, Group 1's porportionate share = Line 9 * Line 1 / (Line 1 + Line 2 + Line 3)
Group 1's share = $447,500 * $63,500 / ($63,500 + $11,482,700 + $4,837,100)

4.0 Rate Design

The initial consideration in the derivation of rate schedules for Potable Water service is the establishment of equitable charges to the customers commensurate with the cost of providing that service. While the cost-of-service allocations to customer classes should not be construed as literal or exact determinations, they offer a guide to the necessity for, and the extent of, rate adjustments. Practical considerations sometimes modify rate adjustments by considering additional factors such as the extent of bill impacts, existing contracts, and historical local policies and practices.

4.1 Existing Rates

Potable Water's existing rates consist of a fixed component in the form of monthly service charge and a variable component in the form of a commodity charge. The District bills its customers a monthly service charge based on meter size. The commodity charge is based on units of consumption (1 unit = 1 HCF = 748 gallons). The District has a separate fixed charge for private fire service. Table 2-3 presented earlier in this report summarized the existing Potable Water rates.

4.2 Proposed Rates

The costs of service analysis described in preceding sections of this report provide a basis for the design of Potable Water rates.

4.2.1 Monthly Service Charge

The monthly service charge recovers a portion of the costs associated with wholesale water purchase, meter maintenance and services, meter reading, bill issuance, debt service, and maintenance and capacity costs associated with public fire protection regardless of the level of water consumed. Black & Veatch used meter ratios based on maximum operating capacities by meter size, which recognizes that as meter size increases, so does the capacity, as shown on Table 4-1. For example, customers with a 4" meter expect to be able to use more water (at a higher flow capacity) than customers are with a ¾" meter. Consequently, the District's water system must maintain assets sized accordingly and capable of providing customers the level of service expected from their meter connection when the tap turns on.

Based on the changes, Table 4-1 demonstrates the cost elements incorporated into the monthly service charge for FY 2025. Table 4-2 shows the five-year fixed service charge rate schedule. The five-year fixed charge rate schedule follows the cost-of-service allocations as described in Section 3 of this report. Appendix B includes accompanying tables for each study period year.

The following are sample calculations for Meters Unit Costs derived in Table 4-1. The footnotes to Table 4-1 provide the additional calculations for the other unit costs that make up the monthly service charge.

- Meter Unit Cost = [$441,700 (Table 3-7, Line 4)] / [23,895 Equivalent Potable Water Meters (Table 3-7, Line 5)] / 12 bills

Table 4-1 Costs within the Monthly Service Charge for FY 2025

Customer Class	Meters Svcs, Public Fire Protection & Billing, Debt Svc							Total Service Charge
	Meters Unit Cost [1]	Fire Unit Cost [2]	Water Production [3]	Debt Unit Cost [4]	Ratio*	Billing Unit Cost [5]	Ratio*	
	per EM	per EM	per EM	per EM		per Bill		$/month
Potable Water								
Master Metered	1.54	2.07	3.98	3.01	0.25	4.25	1.00	6.90
3/4"	1.54	2.07	3.98	3.01	1.00	4.25	1.00	14.85
1"	1.54	2.07	3.98	3.01	2.11	4.25	1.00	26.61
1.5"	1.54	2.07	3.98	3.01	4.88	4.25	1.00	55.97
2"	1.54	2.07	3.98	3.01	8.22	4.25	1.00	91.37
3"	1.54	2.07	3.98	3.01	18.80	4.25	1.00	203.50
4"	1.54	2.07	3.98	3.01	32.69	4.25	1.00	350.72
6"	1.54	2.07	3.98	3.01	49.38	4.25	1.00	527.61
8"	1.54	2.07	3.98	3.01	82.74	4.25	1.00	881.19

* Ratio is based on equivalent meters. Bill ratios are typically 1.0 except for master metered.
[1] Meter unit cost = (Table 3-7, Column 5, Line 4) / (Table 3-7, Column 5, Line 5) / 12 = ($441,700) /(23,895) /12
[2] Fire unit cost = (Table 3-8, Column 1, Line 10) / (Table 3-6, Column 9, Line 4) / 12 = $447,500 / 18,030 / 12
[3] Water Production unit cost = (Table 3-7, Column 8, Line 7) / 12 = $47.72 / 12
[4] Debt unit cost = (Table 3-7, Column 9, Line 7) / 12 = ($36.16) / 12
[5] Billing unit cost = (Table 3-7, Column 6, Line 4) /(Table 3-7, Column 6, Line 5) = ($417,700) / (98,328)
[6] Total Service Charge = Column 1 + Column 2 + Column 3 + Column 4 + Column 6

Table 4-2 Proposed Multi-Year Monthly Service Charge

Customer Class	Monthly Service Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/mo	$/mo	$/mo	$/mo	$/mo	$/mo
Potable Water						
Master Metered [1]	6.57	6.90	7.92	8.47	9.24	10.29
3/4"	14.08	14.85	17.08	19.19	21.92	24.94
1"	24.06	26.61	30.64	35.06	40.69	46.63
1.5"	48.96	55.97	64.48	74.66	87.54	100.76
2"	78.99	91.37	105.29	122.40	144.02	166.03
3"	174.10	203.50	234.54	273.64	322.95	372.77
4"	298.98	350.72	404.23	472.19	557.86	644.20
6"	449.02	527.61	608.13	710.76	840.12	970.34
8"	748.93	881.19	1,015.68	1,187.62	1,404.30	1,622.23

[1] Master Metered accounts are charged on a per unit basis rather than meter size.

4.2.2 Fire Service

The fire service charge includes the costs of issuing bills as well as maintenance and capacity costs associated with private fire protection. The fire service charge increases as pipeline diameter size increases. Potable Water provides fire service to approximately 117 private fire service accounts. These customers have a water line connection to the water system that is specifically for fire protection. To meet fire protection demands, Potable Water must design, operate, and maintain a water system that can meet peak fire demand requirements. Potable Water charges these accounts a fire service charge based on the diameter of the line that connects their fire protection system to the water system.

We derive the unit fire protection cost as follows:

- The unit cost per equivalent meter = Total private fire protection cost from Table 3-8, Line 12, Column 1 divided by the total number of equivalent meters (which is the distribution of the private hydrant connections multiplied by the meter ratios from Table 4-1) divided by the number of bills issued.
- Unit cost per equivalent meter = $174,200/5,864.53/12 = $2.48.

Table 4-3 demonstrates the costs incorporated into the fire service charge, and Table 4-4 shows the five-year rate schedule based on unit costs in future years. The five-year fire service charge rate schedule

follows the cost-of-service allocations as described in Section 3 of this report. Appendix B includes the associated tables for each study period year.

Table 4-3 Costs within the Fire Service Charge for FY 2025

Customer Class	Private Fire Protection		Total Service Charge
	Fire Unit Cost	Ratio	
	per EM		$/month
Fire Service			
4" & Below	2.48	32.7	80.92
6"	2.48	49.4	122.23
8"	2.48	82.7	204.81
10"	2.48	220.0	544.57

Table 4-4 Proposed Multi-Year Fire Service Charge

Customer Class	Fire Service Service Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/mo	$/mo	$/mo	$/mo	$/mo	$/mo
Fire Service						
4" & Below	67.46	80.92	90.30	91.46	91.74	93.97
6"	101.90	122.23	136.41	138.16	138.58	141.95
8"	170.74	204.81	228.56	231.50	232.20	237.85
10"	453.98	544.57	607.72	615.54	617.41	632.42

4.2.3 Commodity Charge

The commodity charge is designed to recover costs associated with the base and extra capacity demands. These costs include fixed and variable costs that are incurred by the Potable Water system while providing the average rate of use and peaking demand use. The following are the individual components that make up the commodity charge.

4.2.3.1.1 Base Costs

The base costs represent costs associated with water supply costs and delivery costs. Water supply costs are the costs associated with obtaining and treating water. Potable Water obtains import water from Calleguas Municipal Water District and groundwater through a series of wells. Calleguas Municipal Water District treats the water that it provides the District, while the District treats its groundwater at the well sites. Delivery costs are the operating and capital costs associated with delivering water through the transmission and distribution system to all customers at base use (average daily demand) conditions.

4.2.3.1.2 Water Supply Unit Costs

The determination of unit water supply costs associated with each customer class is a function of the cost and amount of water allocated from the two water sources. Black & Veatch used the following 3-steps to derive the water supply unit costs:

- Step 1: Determine the weighted average unit costs for total Potable Water sold. Sold water represents the amount of treated water sold by Potable Water. Sold does not incorporate unaccounted water. Unaccounted water represents water used to flush and clean the system, fight fires systematically, and water loss through the system that occurs as a part of routine operations such as main breaks and associated flushing of the lines for water quality purposes after each repair.

Table 4-5 identifies the amount of Potable Water produced by each water supply source, the associated costs, and the unit costs. This Study based the production allocation on the expected groundwater production by the District. The costs are determined based on purchased prices from Calleguas Municipal Water District and anticipated operating costs for groundwater. The result provides a cost per HCF for each source of water provided to all customers.

Table 4-5 Water Supply Unit Costs

Line No.	Description	(1) Production Costs [1]	(2) Allocation [2]	(3) Updated Production Costs [3]	(4) Total Volume	(5) Supply Unit Costs
		$	%	$	HCF	$/HCF
	Water Source					
1	Calleguas Municipal Water District	6,442,000	84%	5,217,950	1,247,486	$ 4.18
2	Groundwater	1,182,300	16%	957,650	1,810,078	0.53
3	Subtotal	$ 7,624,300		$ 6,175,600	3,057,563	
4	Weighted Average Costs					$ 2.02

[1] The total production costs is the sum of Column 1, Lines 2 & 3 in Table 3-3.
[2] Represents Column 1, Line 1 / Line 3 and Line 2 / Line 3.
[3] The total $6,175,600 is the sum of Column 2, Lines 2 & 3 in Table 3-3 which is then allocated based on Column 2.

- Step 2: Determine the amount of water sold to each customer class. Table 4-6 identifies the amount of water sold by customer class based on CIS records.

Table 4-6 Water Sold by Customer Class

Description	Group 1	Group 2 Tier 1	Group 2 Tier 2	Group 3	Total Volume
Total Usage	6,325	886,294	1,221,026	943,919	3,057,564
% of Usage	0.2%	29.0%	39.9%	30.9%	100.0%

- Step 3: Allocate the water supply sources to each customer class and determine the weighted average costs by customer class. Table 4-7 identifies the amount of water sold by water source and the associated unit costs. Based on the different customer classes, the District water supply as follows:
  - Group 1 represents outside District boundaries and temporary customers. These customers can use District water at their discretion. Therefore, these customers result in additional demand and increase the District's import water demand.
  - Group 2 represents the residential customers who were split up further into Group 2 Tier 1 and Group 2 Tier 2. These customers were separated based on usage. Tier 1 represents customers with usage between 0-12 HCF, and Tier 2 represents customers with usage above 12 HCF. The District allocates a significant percentage of groundwater to this group. Tier 1 benefits from a greater allocation of groundwater while Tier 2 is allocated slightly more costly import water as Tier 2 water uses are deemed discretionary for functions such as irrigation.
  - Group 3 represents commercial and District-owned customers. The District allocates water supply sources similar to Tier 2 associated with Group 2.

Table 4-7 Water Supply Unit Costs by Customer Class

Description	Supply Unit Costs	Group 1	Group 2 Tier 1	Group 2 Tier 2	Group 3	Total Volume
		HCF	HCF	HCF	HCF	HCF
Water Source						
Calleguas Municipal Water District	$ 4.18	5,692	332,360	512,919	396,514	1,247,486
Groundwater	0.53	632	553,934	708,107	547,405	1,810,078
Subtotal		6,325	886,294	1,221,026	943,919	3,057,564
Weighted Average Unit Costs	$ 2.02	$ 3.82	$ 1.90	$ 2.06	$ 2.06	

4.2.3.1.3 Delivery Costs

Table 4-8 determines water delivery unit costs. We subtract the water-supply costs from the common to all base costs determined in Table 3-7. The base costs represented the combined supply and delivery costs under average daily demand conditions.

Table 4-8 Water Delivery Unit Costs

Description	Delivery Unit Rate	
	$	
	Group 1-3	
Base Costs	$10,552,200	(from Table 3-7, Line 4, Column 2)
Less Water Supply Cost	(6,175,600)	(from Table 3-3, Line 2 + 3 in Column 2)
Subtotal	$4,376,600	
Water Supply (HCF)	3,057,563	
Unit Costs	$1.43	

4.2.3.1.4 Extra Capacity Costs

The extra capacity represents costs associated with peak demands in excess of base demand. Total extra capacity costs consist of maximum day and maximum hour demands. Peaking factors derived from customer consumption data serves as the basis for distributing the peaking costs shown in Table 3-8. The total peaking cost associated with Group 1, 2 and 3 in Columns 3 and 4, Rows 2, 4 and 6 are redistributed below. Table 3-8 provides the breakout between Group 2 Tier and Group 2 Tier 2. Table 4-9 identified the peaking unit costs common to all by tier and customer class.

Table 4-9 Common Water Peaking Unit Costs

Description	Peaking Costs [1]	Usage	Peaking Unit Rate
	$	HCF	$/HCF
Customer Class			
Group 1	10,700	6,325	$ 1.69
Group 2 Tier 1	733,100	886,294	0.83
Group 2 Tier 2 and Group 3	2,829,900	2,164,945	1.31
Subtotal	$ 3,573,700	3,057,564	

[1] Peaking costs derived in Table 3-8, Columns 3 + Column 4, Lines 4, 6, and 8.

4.2.3.1.5 Summary of Base and Extra-Capacity Rates

The commodity charge includes costs associated with base and extra capacity as shown in Tables 4-10 for each customer class.

Table 4-10 Summary of Individual Potable Water Unit Costs

Description	(1) Supply Unit Rate	(2) Delivery Unit Rate	(3) Peaking Unit Rate	(4) Total Unit Rate
	$/HCF	$/HCF	$/HCF	$/HCF
Customer Class				
Group 1	$ 3.82	$ 1.43	$ 1.69	$ 6.94
Group 2 Tier 1	1.90	1.43	0.98	4.31
Group 2 Tier 2 and Group 3	2.06	1.43	1.29	4.79

4.2.3.2 Proposed Commodity Rates

Table 4-11 shows the five-year rate schedule for Potable Water. The five-year commodity rate schedule follows the cost-of-service allocations as described in Section 3 of this report. Appendix B includes the associated tables for each year of the study period.

Table 4-11 Proposed Multi-Year Commodity Charges

Customer Class	Commodity Charge					
	Existing	Proposed				
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	$/HCF	$/HCF	$/HCF	$/HCF	$/HCF	$/HCF
Potable Water						
Residential and Master Meter, Domestic Ag						
Tier 1 - First 12 Units	4.01	4.16	4.40	4.70	4.99	5.26
Tier 2 - 13 Units and Higher	4.45	4.80	5.09	5.39	5.67	6.01
Commercial/Industrial and Public	4.45	4.80	5.09	5.39	5.67	6.01
Municipal Irrigation	4.45	4.80	5.09	5.39	5.67	6.01
Other	4.45	4.80	5.09	5.39	5.67	6.01
Agricultural Irrigation	4.45	4.80	5.09	5.39	5.67	6.01
Temp Construction and Temp Agricultural	6.17	6.94	7.51	8.10	8.66	9.21
Temporary Municipal	6.17	6.94	7.51	8.10	8.66	9.21
Emergency Water Service	6.17	6.94	7.51	8.10	8.66	9.21
Surplus Water (Served Outside District)	6.17	6.94	7.51	8.10	8.66	9.21

4.3 Typical Monthly Costs under Proposed Charges

Table 4-12 presents a comparison of typical monthly costs under existing rates and the proposed schedule of Potable Water user rates derived in this Study.

Table 4-12 Typical Monthly Bill (Potable Water)

Line No.	Description	Usage	Existing Rates	Proposed Rates
		(HCF)	($)	($)
1	Residential, 3/4" Meter	0	14.08	14.85
2		5	34.13	36.40
3		10	54.18	57.95
4		12	62.20	66.57
5		20	97.80	104.89
6		30	142.30	152.79
7		40	186.80	200.69
8		50	231.30	248.59

4.4 Neighboring Water Utilities

Presented in Table 4-13 are the proposed rates compared to rates of neighboring cities, for a single-family residential customer with a 3/4" meter consuming 12 units of water. Based on the comparison, the District is currently one of the lower water providers in the area. With the proposed rate increases, the District continues to be a low-cost water provider of the surveyed communities. All surveyed community rates are current as of February 2024.

Table 4-13 Comparison to Neighboring Water Utilities

Water Provider	Typical Bill
	($/mo)
Fillmore	31.41
Camarillo	61.95
Camrosa Water District (Existing)	62.20
Camrosa Water District (Proposed)	66.57
Moorpark (via Ventura County)	72.81
Oxnard	76.42
Simi Valley	87.43
Thousand Oaks	98.50
Port Hueneme	106.05
Santa Paula	108.04

Sewer Rate Study

5.0 Revenue and Revenue Requirements

To meet the costs associated with providing sewer services to its customers, the Sewer Utility derives revenue from a variety of sources including sewer user charges (rates), special services, interest earned from the investment of available funds, and other miscellaneous revenues. The Sewer Utility is also actively looking for other sources of revenue, such as grants. Black & Veatch has projected the level of future revenue generated in the Study through a combination of an analysis of historical and future system growth in terms of the number of EDUs and billed sewage flow. This section also projects the expenses, or revenue requirements, necessary to operate and maintain the system, invest in capital improvements, make debt service payments and cover other expenses of the sewer system.

5.1 Customer and EDU Projections

5.1.1 Customer Classes

The Sewer Utility's customers include both residential and non-residential. The District has identified the following distinct customer classes: Customers served by District and Customers served by Thousand Oaks. Customers served by Thousand Oaks are District customers, but due to limitations of the collection system to serve those areas, the City of Thousand Oaks provides service to those customers.

5.1.2 Equivalent Dwelling Units (EDUs)

The District provides sewer services to over 5,354 service connections (9,180 Equivalent Dwelling Units EDUs including three mastered metered communities and the university). The District bills all customers using an EDU-basis. The District determines EDUs based on Section 42 of the District's Sanitary Sewer Design & Construction Standard. An EDU "will be is based upon one of the following criteria: 1. Fixture count provided by the customer where each group of 25 fixture units is equal to 1 EDU; 2. If a known quantity of discharge is available, it will be divided by the current gallons per day average for all sewer accounts…." Black & Veatch conducted an analysis of historical EDU patterns for customers in addition to incorporating feedback from District staff regarding the potential new development over the Study period to project anticipated growth patterns. The projected total number of EDUs are expected to increase by 1.4% per year over the Study period. Table 5-1 summarizes the projected number of EDUs for the Sewer Utility.

Table 5-1 Number of EDUs

Line No.	Description	Fiscal Year Ending June 30,					
		2024	2025	2026	2027	2028	2029
		(EDUs)	(EDUs)	(EDUs)	(EDUs)	(EDUs)	(EDUs)
	Sewer						
1	Customers Served by District	9,162	9,334	9,456	9,649	9,842	9,842
2	Customers Served by Thousand Oaks	18	18	18	18	18	18
3	Total	9,180	9,352	9,474	9,667	9,860	9,860

5.2 Revenue under Existing Rates

Sewer user rates serve as the primary source of revenue for the Sewer Utility. Therefore, the level of future rate revenue is important in the development of a long-range financial plan. To determine rate revenue, we multiply the projected system growth in terms of the number of EDUs by the applicable rates to determine sewer rate revenue. Table 5-2 shows the Sewer Utility's current schedule of charges.

Table 5-2 Existing Sewer Rates

Description	Existing FY 2024
Service Charge	($/monthly)
Customers Served by District	43.05
Customers Served by Thousand Oaks	48.61

Table 5-3 represents a summary of the projected sewer rate revenue under existing rates. As shown, the revenue generated is projected to increase over the Study period in conjunction with the increase in the number of EDUs. The projected sewer revenue increases from $4.9M in FY 2025 to $5.2M in FY 2029, representing an overall increase of 5.4% over the five-year Study Period.

Table 5-3 Projected Revenue under Existing Rates

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Sewer					
1	Customers Served by District	4,921,200	4,985,600	5,087,300	5,189,100	5,189,100
2	Customers Served by Thousand Oaks	10,700	10,700	10,700	10,700	10,700
3	Total	$ 4,931,900	$ 4,996,300	$ 5,098,000	$ 5,199,800	$ 5,199,800

5.3 Other Revenue

There are other operating sources which include charges for special services, interest on investments, and other miscellaneous revenues. In total other operating revenues represents 4.1% of sewer's total revenue. The District anticipates that these revenues will remain relatively constant for the duration of the Study period.

5.4 Operating and Maintenance Expenses

Table 5-4 summarizes the Sewer Utility's projected O&M expenses for the Study period. These expenses include costs related to salaries and benefits, services and supplies, contract and professional services, and utilities. The District anticipates that all O&M expenditures will increase on average 2.9% annually from the FY 2025.

Table 5-4 O&M Expenses

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Sewer					
1	Production	13,200	13,200	13,200	13,200	13,200
2	Salaries & Benefits	2,046,500	2,275,200	2,360,800	2,449,500	2,541,500
3	Contracts & Professional Services	2,080,700	2,122,400	2,164,900	2,208,200	2,252,500
4	Services & Supplies	656,600	674,700	693,400	712,600	732,400
5	Utilities	31,500	32,500	33,500	34,500	35,500
6	Total	$ 4,828,500	$ 5,118,000	$ 5,265,800	$ 5,418,000	$ 5,575,100

As shown in Table 5-4, the Sewer Utility's O&M expenses increase from $4.8M in FY 2025 to $5.6M in FY 2029.

5.5 Debt Service Requirements

Table 5-5 represents the Sewer Utility's existing debt service obligations. This table shows both principal and interest requirements on the existing debt over the Study period. It is common practice for utilities to utilize debt to finance multi-year capital improvement projects, but financing options will depend on the utility's financial conditions. By financing the cost of the projects, the utility can fund major projects immediately and spread the payment over a specified time frame. For the Sewer Utility, the District anticipates a debt service payment of $190,000 on existing debt and about $550,000 on proposed revenue bonds debt of $7.3M in 2027. Based on the revenue bond requirements, the debt service coverage ratio is a minimum of 1.15x net revenues (revenue less operating expenses) for the Sewer Utility.

Table 5-5 Long-Term Debt Service

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Sewer					
1	Refunding Rev Bond, Series 2011A/2016	191,700	190,613	189,750	194,525	190,475
2	Future Bond 2027	0	0	319,797	548,223	548,223
3	Total	$ 191,700	$ 190,613	$ 509,547	$ 742,748	$ 738,698

5.6 Capital Improvement Program

The Sewer Utility develops a five-year Capital Improvement Plan on an annual basis for identifying sewer system needs including ongoing assessments, maintenance, and renewal and replacement requirements.

Table 5-6 summarizes the planned CIP for FY 2025 through FY 2029. The Sewer Utility is projecting $7.8M in CIP over the Study period, which includes both capital replacement and capital improvement projects. For complete details associated with each CIP project, see the District's CIP Budget on their website.

Table 5-6 Capital Improvement Projects

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
		($)	($)	($)	($)	($)
	Sewer					
1	Smart Covers Sewer Manholes	92,500	0	0	0	0
2	New CWRF Generator	513,800	0	0	0	0
3	Headworks Improvements	0	285,900	1,175,000	0	0
4	Influent Lift Station Improvements	0	0	384,900	1,581,900	0
5	Effluent Pump Station Improvements	0	0	0	337,300	1,386,200
6	RAS/WAS Pump Station Improvement	0	0	0	618,600	0
7	Mechanical Dewatering System	0	2,111,500	0	0	0
8	CWRF PLC Replacement	179,800	739,000	0	0	0
9	Effluent Line Replacement	0	0	0	0	0
10	Pavement Rehabilitation	0	0	0	0	0
11	Diversion Screen Replacement	185,000	0	0	0	0
12	Sewer Lift MCC & Rehabilitation	863,100	257,600	1,008,900	1,036,600	2,361,600
13	Collection System Replacement	339,100	348,400	0	367,800	0
14	General CIPs & Fixed Assets	0	0	0	0	0
15	Total	$ 2,173,300	$ 3,742,400	$ 2,568,800	$ 3,942,200	$ 3,747,800

5.6.1 Capital Improvement Financing Plan

The District funds annual expenditures for the CIP from a combination of previous bond debt proceeds, available funds on hand, transfers, grants, and revenues derived from user rates. As shown in Tables 5-7, Line 8, the annual CIP expenditure amount varies by FY based on the identified need in any given FY. Based on a 5-year average over the Study period, it is expected that the Sewer Utility will expend about $3.2M per year. The planned annual CIP contribution from the Operating Fund varies per FY based on available cash on hand and specific needs as shown in Table 5-7, Line 3. District policy sets the minimum capital replacement reserve at 5.0% of the replacement value of fixed assets, and it is expected to be met by FY 2025.

Table 5-7 Construction Fund Financing Plan

Line No.	Description	Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
	Source of Funds					
1	Developer Contributions	1,804,600	0	0	0	0
2	Revenue Bond Proceeds	0	0	7,967,740	0	0
3	Transfer In from Operating Fund	478,700	892,600	1,355,100	1,985,800	2,629,400
4	Grant Funding	0	0	0	0	0
5	CIP De-Obligation	0	0	0	0	0
6	Interest Income	251,500	188,400	263,000	357,900	287,200
7	Total Sources	$ 2,534,800	$ 1,081,000	$ 9,585,840	$ 2,343,700	$ 2,916,600
	Use of Funds					
8	Replacement & Improvement Projects	2,173,100	3,742,400	2,568,800	3,942,200	3,747,800
9	Debt Issuance Charges	0	0	667,740	0	0
10	Transfer to Op Fund	251,500	188,400	263,000	357,900	287,200
11	Total Uses	$ 2,424,600	$ 3,930,800	$ 3,499,540	$ 4,300,100	$ 4,035,000
12	Net Annual Cash Balance	110,200	(2,849,800)	6,086,300	(1,956,400)	(1,118,400)
13	Beginning Unrestricted Fund Balance	5,407,700	5,517,900	2,668,100	8,754,400	6,798,000
14	Net Cumulative Fund Balance	$ 5,517,900	$ 2,668,100	$ 8,754,400	$ 6,798,000	$ 5,679,600
15	Min Capital Reserve Target [1]	3,920,700	3,920,700	3,920,700	3,920,700	3,920,700

[1] Target is 5% of replacement value of fixed assets.

5.7 Transfers

The Sewer Utility performs two transfers over the Study period from the Operating Fund to the Capital Replacement Fund and Rate Stabilization Fund. Table 5-8, Lines 25 to 28 show the associated amounts of each transfer. Section 5.8 explains the Capital Replacement, Operating Reserve, Rate Stabilization, and CalPERS UAL Reserves.

5.8 Reserves

The District has a defined reserve policy for its Sewer Utility. A utility typically establishes reserves for several reasons such as covering shortfalls in operating revenues, maintaining strong bond ratings, covering day-to-day operating costs, and easing the burden on ratepayers associated with large rate increases. The four defined reserves the District maintains are:

- Operating Reserve represents working capital maintained by the Operating Fund to cover day-to-day expenses and maintain sufficient funds to cover accounts receivables if there are supplier issues,

periods of lower than expected sales, or unforeseen cost increases. The reserve scheduled target is 45 days of O&M expenses.

- Capital Replacement Reserve represents funds used for unforeseen and unbudgeted capital costs. The reserve is a minimum of 5.0% of the replacement value of the Sewer Utility's fixed assets.
- CalPERS Unfunded Accrued Liability Reserve represents funds to help fund the unfunded accrued liability associated CalPERS.
- Rate Stabilization Reserve represents funds used to absorb revenue shortfall due to short-term decreases in water or wastewater sales. The reserve target is a minimum of 10% of the prior year's rate revenue. This Study defines rate revenue as revenue generated from commodity charges only.

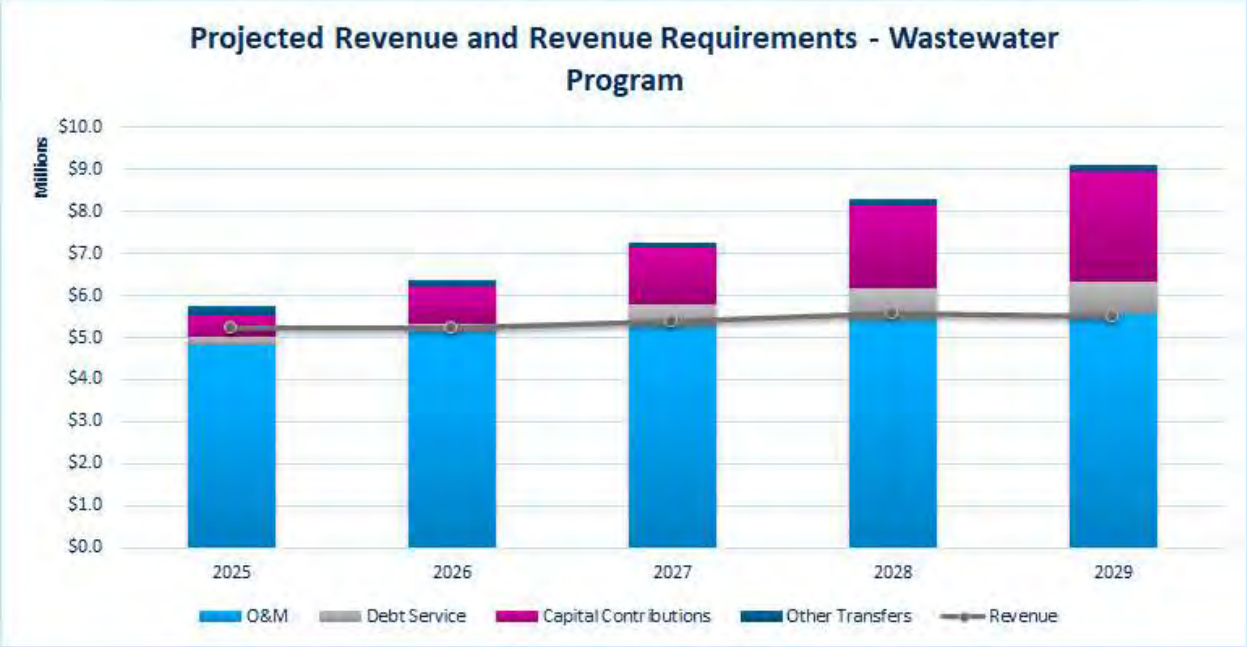
Regardless of the type of reserve, appropriate reserve levels help the Sewer Utility attain and keep better bond ratings, which in turn, leads to lower borrowing costs.

5.9 Projected Operating Results

The revenue requirements of the Sewer Utility consist of O&M expenses, debt service, capital expenditures, and reserve requirements.

It is important to examine the cash flow projections under the status quo scenario to fully understand the current condition of the Sewer Utility and the need for revenue adjustments. In this scenario, the Sewer Utility would not impose any revenue increases over the Study Period and continue to incur O&M expenses and debt service, pay for the execution of the planned CIP, and transfer to reserves. As shown in Figures 5-1, the status quo conditions would project that the Sewer Utility would operate from an annual deficit position, thus tapping into its reserves.

Figure 5-1 Status Quo Operating Cash Flow



The Sewer Utility will fall into a deficit position if the District does not implement the revenue increases as shown in Table 5-8. The revenue increases represent the overall total revenue adjustment needed to meet

revenue requirements. The revenue adjustment does not represent adjustments to the individual rates but reflects the overall level of revenue needed to meet the Sewer Utility's obligations.

The suggested revenue increases help the Sewer Utility meet the following goals:

- Meet budgeted operating obligations.
- Meet planned capital investments.
- Maintain an operating reserve of 45 days of operating expenses.
- Maintain capital reserve of 5.0% of the replacement value of the Sewer Utility's fixed assets.
- Maintain rate stabilization reserve at the level of 10% of the prior year's rate revenue.

Shown in Table 5-8 is a summary of the proposed Operating Fund for the Study Period. The Operating Fund consists of two parts: 1) Revenue and 2) Revenue Requirements.

Revenue

- Line 1 is the revenue under existing rates.
- Lines 2 through 7 is the additional revenue generated from the required annual revenue increases. The additional revenue generated is a direct reflection of the number of months the increase is effective for, and therefore the amount might calculate at less than that stated amount.
- Line 8 is the total revenue generated from user charges.
- Line 11 represents other operating revenues.
- Line 14 represents non-operating revenues.
- Line 16 represents transfer into the operating fund from reserves, specifically rate stabilization.
- Line 17 represents total revenues for the Sewer Utility.

Revenue Requirements

- Line 19 represents O&M expenses.
- Line 22 represent debt service payments.
- Line 27 represents transfers. The transfers include money to the Capital Replacement Fund, Operating Reserve, Rate Stabilization Fund and CalPERS UAL Reserve. These transfers do not represent direct operating expenses. Therefore, these costs are treated as "below-the-line" cash flow items when determining debt service coverage.
- Line 28 represents total revenue requirements for the Sewer Utility.

Lines 33 represent the net cumulative cash balance within the Operating Fund. It is the District's policy that any cash balance in the operating fund are directed to capital replacement, therefore the result balance is approximately zero.

Line 34 represents the reserve target minimum of 45 days of O&M expenses which is kept in a separate operating reserve. The operating reserve is required to ensure the Operation Fund can continue in the event of a supplier interruption, market price fluctuations of critical equipment or supplies or an abrupt drop in account receivables.

Line 35 represents the debt service coverage ratio required by the lending financial institutions which set the target of 1.15x over the span of the debt repayment period.

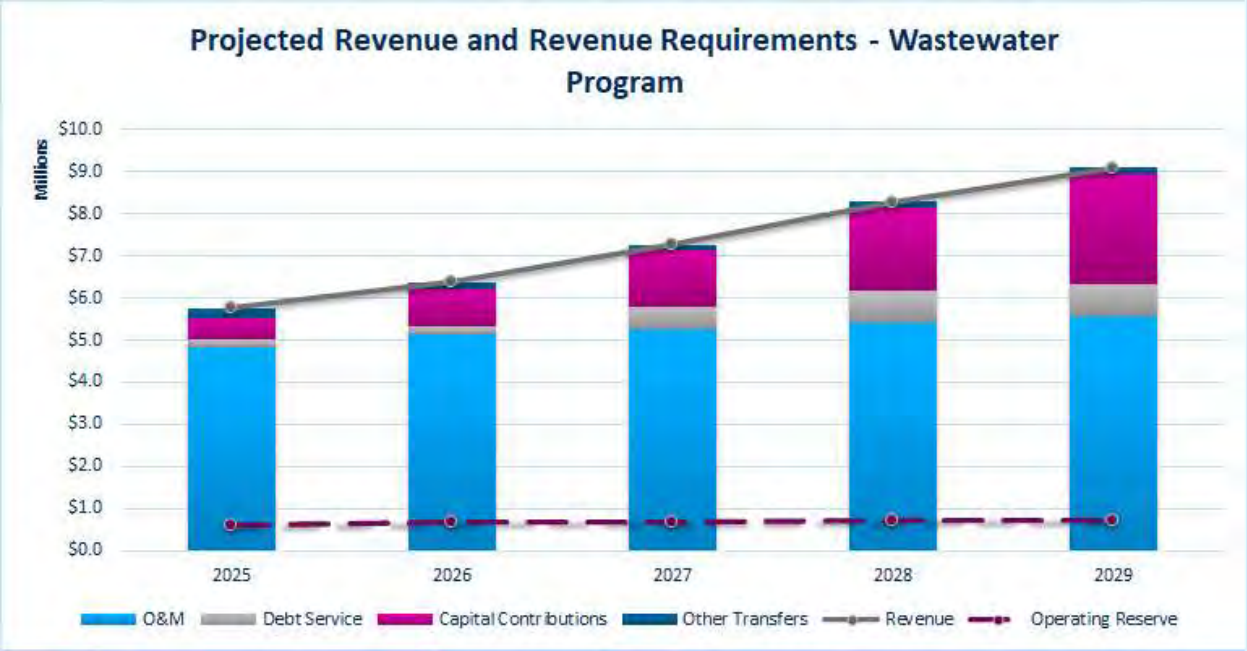
Table 5-8 Operating Fund

Line No.	Description			Fiscal Year Ending June 30, 2025	2026	2027	2028	2029
	Revenue							
	Rate Revenue							
1	Revenue from Existing Rates			4,931,900	4,996,300	5,098,000	5,199,800	5,199,800
	Year	Months Effective	Revenue Adj					
2	2025	12	11.00%	542,500	549,600	560,800	572,000	572,000
3	2026	12	11.00%		610,000	622,500	634,900	634,900
4	2027	12	11.00%			690,900	704,700	704,700
5	2028	12	11.00%				782,300	782,300
6	2029	12	11.00%					868,300
7	Increased Revenue Due to Adjustments			542,500	1,159,600	1,874,200	2,693,900	3,562,200
8	Subtotal Rate Revenue			$ 5,474,400	$ 6,155,900	$ 6,972,200	$ 7,893,700	$ 8,762,000
	Other Operating Revenue							
9	Special Services			17,000	17,000	17,000	17,000	17,000
10	Miscellaneous			0	0	0	0	0
11	Subtotal Other Operating Revenue			$ 17,000	$ 17,000	$ 17,000	$ 17,000	$ 17,000
	Non-Operating Revenue							
12	Taxes			0	0	0	0	0
13	Interest			263,900	201,200	276,100	371,200	300,400
14	Subtotal Non-Operating Revenue			$ 263,900	$ 201,200	$ 276,100	$ 371,200	$ 300,400
	Transfers							
15	Transfer from Rate Stabilization			0	0	0	0	0
16	Subtotal Non-Operating Revenue			$ 0	$ 0	$ 0	$ 0	$ 0
17	**Total Revenue**			**$ 5,755,300**	**$ 6,374,100**	**$ 7,265,300**	**$ 8,281,900**	**$ 9,079,400**
	Revenue Requirements							
	Operating & Maintenance							
18	O&M Expenses			4,828,500	5,118,000	5,265,800	5,418,000	5,575,100
19	Subtotal O&M			$ 4,828,500	$ 5,118,000	$ 5,265,800	$ 5,418,000	$ 5,575,100
	Debt Service							
20	Existing Revenue Bonds			191,700	190,600	189,800	194,500	190,500
21	Proposed Revenue Bonds			0	0	319,800	548,200	548,200
22	Total Debt Service			$ 191,700	$ 190,600	$ 509,600	$ 742,700	$ 738,700
	Transfers							
23	Transfer to Capital Replacement			478,600	892,500	1,355,000	1,985,700	2,629,300
24	Transfer to Operating Reserve			141,415	57,900	19,800	20,400	21,200
25	Transfer to Rate Stabilization Reserve			10,000	10,000	10,000	10,000	10,000
26	Transfer to CalPERS UAL Reserve			105,000	105,000	105,000	105,000	105,000
27	Total Transfers			$ 735,015	$ 1,065,400	$ 1,489,800	$ 2,121,100	$ 2,765,500
28	**Total Revenue Requirements**			**$ 5,755,215**	**$ 6,374,000**	**$ 7,265,200**	**$ 8,281,800**	**$ 9,079,300**
29	Net Annual Cash Balance			85	100	100	100	100
30	Beginning Fund Balance			0	0	0	0	0
31	Net Cumulative Fund Balance			$ 85	$ 100	$ 100	$ 100	$ 100
32	Minimum Operating Reserves (45 Days)			$ 595,300	$ 631,000	$ 649,200	$ 668,000	$ 687,300
33	Debt Service Coverage (1.15x)			4.83	6.59	3.92	3.86	4.74

Figure 5-2 shows a graphical representation of the proposed Sewer Utility Operating Fund shown in Table 5-8. The figure shows that the proposed revenue adjustments would allow the Sewer Utility to generate

revenues as close as possible to operating expenses with minimal surplus or shortage over the Study period, thereby meeting the projected revenue requirements.

Figure 5-2 Operating Cash Flow



6.0 Cost of Service Analysis

Cost of Service analysis requires that the utility recover needed revenues from rates for sewer service, which are allocated to customer classes according to the service rendered. An equitable rate structure allocates the capture of revenue requirements to customer classes based on EDU, sewage volume, strength, and other relevant factors.

In analyzing the Sewer Utility's cost of service for allocation to its customer classes, Black & Veatch selected the annual revenue requirements for FY 2025 as the Test Year (TY) requirements to demonstrate the development of cost-of-service sewer rates. Table 6-1 summarizes the total costs of service to be recovered from sewer user rates. The table represents TY 2025.

Table 6-1 Cost of Service Revenue from Rates

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expense	4,828,500	0	4,828,500
2	Debt Service Requirements	0	191,700	191,700
3	Transfers	256,415	478,600	735,015
4	Subtotal	$ 5,084,915	$ 670,300	$ 5,755,215
	Less Revenue Requirements Met from Other Sources			
5	Other Operating Revenue	17,000	0	17,000
6	Interest from Operations	263,900	0	263,900
7	Subtotal	$ 280,900	$ 0	$ 280,900
	Adjustments			
8	Adj for Annual Cash Balance	(85)	0	(85)
9	Subtotal	$ (85)	$ 0	$ (85)
10	Cost of Service to be Recovered from	$ 4,804,100	$ 670,300	$ 5,474,400

Shown in Line 4 is the total revenue requirement that corresponds with Table 5-8, Line 28. Line 7 represents the other revenue sources which correspond with Table 5-8, Lines 11 and 14. Line 8 reflects the change in available funds for the Sewer Utility system during the TY and corresponds to the net annual cash balance, Table 5-8, Line 31. When the net annual cash balance on Table 5-8 is positive, it indicates that the utility is adding to its operating fund balance, when the balance is negative, the utility is drawing down on reserve balances to meet its annual needs.

6.1 Functional Cost Components

The first step in conducting a cost-of-service analysis involves analyzing the cost of providing sewer service by system function to properly allocate the costs to the various customer classes and subsequently design rates. As a basis for allocating costs of service among customer classes, we separate costs into the following four basic functional cost components: (1) "Base"; (2) "Strength"; (3) "Customer"; and (4) "Direct Assignment," described as follows:

- Base costs represent the operating and capital costs of the system associated with collection. The collection costs vary directly with the quantity of sewage flow.

- Strength costs represent those operating and capital costs associated with treatment. The treatment costs are specifically related to strength parameters such as Biological Oxygen Demand (BOD), and Total Suspended Solids (TSS).
- Customer costs are those expenditures that tend to vary in proportion to the number of customers connected to the system. These include meter reading, billing, collecting and accounting, and maintenance and capital costs associated with meters and services.
- Directly assigned costs are costs specifically identified as those incurred to serve specific customers. The Sewer Utility has identified costs associated solely with customers served by Thousand Oaks.

6.2 Allocation to Cost Components

The next step of the cost-of-service process involves allocating each element of cost to functional cost components based on the parameter or parameters having the most significant influence on the magnitude of that element of cost. We allocate O&M expense items directly to appropriate cost components. We use a detailed allocation of related capital investment as a proxy for allocating capital and replacement costs. The separation of costs into functional components provides a means for distributing such costs to the various classes of customers based on their respective responsibilities for each type of service.

6.2.1 Volume and Strength Allocations

The sewer system consists of various facilities; each designed and operated to fulfill a given function. For the system to provide adequate service to its customers, it must be capable of meeting not only the annual volume requirements but also the strength loading demands placed on the system. Because not all customers and types of customers exert volume and strength loading demands similarly, the capacities of the various facilities must be designed to accommodate the demands of all classes of customers. Each sewer service facility within the system has an underlying volume demand, exerted by all customers for whom the base cost component applies. For those facilities designed solely to meet volume demand, 100% of the costs go to the base cost component. For those facilities designed to meet strength loading demands, the percentage of the costs all allocated to the different strength cost component based on their specific function.

6.2.2 Allocation of Operating and Maintenance (O&M) Expenses

In the allocation of O&M expense for Test Year (2025), we directly allocate the costs to the cost components to the extent possible. The Sewer Utility books operating costs by operating categories. Therefore, Black & Veatch used the factors noted in Section 5.1 to allocate the operating expenses to the cost components. We allocate administrative cost elements based on the average of all other costs. Tables 6-2 and 6-3 represent the allocation of O&M to the cost components. We subtract revenues from other sources as shown in Table 6-1, Lines 7 and we deduct any drawdown of the cash balance as shown in Line 9 to determine the net O&M costs.

6.2.3 Allocation of Capital Investments

In the allocation of capital investment for Test Year (2025), the existing fixed assets (which serve as a proxy for the current capital investments) are allocated directly to cost components to the extent possible. The allocation of costs into the cost components provides a basis for annual investment in sewer system facilities. Tables 6-4 and 6-5 show the total allocation of existing system investment serving sewer customers for the Test Year (2025). The total net system investment of $14.6M shown on

Line 6 represents the Test Year original cost less accumulated depreciation of the system in service. The total net system investment reflects the Sewer Utility's fixed asset listing ending June 30, 2023. This value represents the net book value of the assets. Using the distribution of total net system investment across the functional cost components, we can then allocate the planned capital costs.

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Table 6-2 Allocation of O&M Expenditures

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Operation & Maintenance						
1	Water Production	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Salaries and Benefits	30.00%	25.00%	25.00%	20.00%	0.00%	[2]
3	Salaries and Benefits - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
	Contracts & Professional Services						
4	Outside Contracts	50.00%	25.00%	25.00%	0.00%	0.00%	[3]
5	Outside Contracts - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
6	Professional Services	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
7	Services & Supplies	27.64%	24.25%	24.25%	23.85%	0.00%	[5]
8	Utilities	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
9	Utilities - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
10	Materials & Supplies	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
11	Repair Parts & Equipment Maint	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
12	Transfers	100.00%	0.00%	0.00%	0.00%	0.00%	[1]

[1] All Volume
[2] Volume/Strength/Customer
[3] Volume/Strength/Customer/TO
[4] Volume/Strength
[5] Volume/Strength/Customer (avg of all other cost items)
[6] Volume/Strength
[7] Thousand Oaks

Table 6-3 Allocation of $ O&M Expenditures

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Operation & Maintenance						
1	Water Production	13,200	13,200	0	0	0	0
2	Salaries and Benefits	2,045,700	613,800	511,400	511,400	409,100	0
3	Salaries and Benefits - T.O.	800	0	0	0	0	800
	Contracts & Professional Services						
4	Outside Contracts	1,424,500	712,300	356,100	356,100	0	0
5	Outside Contracts - T.O.	8,100	0	0	0	0	8,100
6	Professional Services	648,100	324,100	162,000	162,000	0	0
7	Services & Supplies	324,500	89,700	78,700	78,700	77,400	0
8	Utilities	28,400	14,200	7,100	7,100	0	0
9	Utilities - T.O.	3,100	0	0	0	0	3,100
10	Materials & Supplies	188,100	112,900	37,600	37,600	0	0
11	Repair Parts & Equipment Maint	144,000	86,400	28,800	28,800	0	0
12	Transfers	256,415	256,415	0	0	0	0
13	Total O&M Expenses	$ 5,084,915	$ 2,223,015	$ 1,181,700	$ 1,181,700	$ 486,500	$ 12,000
	Less Other Revenue						
14	Miscellaneous Revenues	280,900	123,200	65,400	65,400	26,900	0
15	Other Adjustments	(85)	(85)	0	0	0	0
16	Net Operating Expenses	$ 4,804,100	$ 2,099,900	$ 1,116,300	$ 1,116,300	$ 459,600	$ 12,000

Table 6-4 Allocation of Capital Costs

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Plant Assets						
1	Collection	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Lift Station	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
3	Treatment	50.00%	25.00%	25.00%	0.00%	0.00%	[2]
4	Land	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
5	General Plant	80.00%	10.00%	10.00%	0.00%	0.00%	[2]

[1] All Volume
[2] Volume/Strength

Table 6-5 Allocation of $ Capital Costs

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Plant Assets						
1	Collection	4,923,800	4,923,800	0	0	0	0
2	Lift Station	42,300	42,300	0	0	0	0
3	Treatment	8,878,700	4,439,300	2,219,700	2,219,700	0	0
4	Land	393,300	393,300	0	0	0	0
5	General Plant	362,100	289,700	36,200	36,200	0	0
6	Total Plant Assets	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
	Less Other Revenue						
7	Miscellaneous Revenues	0	0	0	0	0	0
8	Other Adjustments	0	0	0	0	0	0
9	Net Operating Expenses	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
10	Proxy for Allocation of Capital Costs (%)		69.1%	15.5%	15.5%	0.0%	0.0%
11	Capital Costs (TY)	$ 478,600	$ 330,800	$ 73,900	$ 73,900	$ 0	$ 0

6.3 Units of Service

Following the allocation of costs, the total cost responsibility for sewer customers is developed using unit costs of service for each cost function and subsequently assigning those costs to the customer classes based on the respective service requirements of each. To properly recognize the cost of service, the sewer customers receive its share of base, strength and customer costs. The number of units of service required by each customer provides a means for the proportionate distribution of costs previously allocated to respective cost categories.

Table 6-6 summarizes the estimated Test Year units of service for the sewer customers. Base costs vary with the volume of sewage flow produced and distributed to customers on that basis. Black & Veatch derived contributed sewage flow information from the monthly water consumption records in the District's CIS multiplied by a return factor to arrive at treated sewage flow. Strength costs are those associated with pollutant characteristics, and the Study allocated these costs to customers based on loadings. The District treats all customers as one class. Therefore pollutant loadings for all customers were set at the base of 250 mg/L for BOD and 200 mg/L for TSS[1]. The number of bills for customers serves as the basis for distributing customer billing requirements.

6.4 Cost of Service Allocations

To determine the cost of service for sewer customers, we apply the unit costs of service to the customer's service requirements. The total unit costs of service applied to the respective requirements result in the total cost of service.

6.4.1 Units Costs of Service

The Test Year (2025) unit cost of service for each functional cost component is simply the total cost divided by the applicable units of service as shown in Table 6-5, as summarized on Table 6-6. The capital costs on Line 3 represent capital costs associated with District's CIP projects. On Line 4, the total costs represent the cost that rates need to recover shown as demonstrated in Table 6-1, Line 10. The net O&M cost includes O&M less revenue from other sources and adjustments. The total capital cost includes debt service payments and any transfers to the Capital Replacement Fund. Line 6 represents the unit costs for the entire sewer system.

After that, we apply these unit costs to allocate the costs to the customer class. Theoretically, debt service is a fixed cost in that the District must pay the debt payment regardless of how much billed sewage is treated and charged. Since the District's charge is all fixed, the debt is essentially recovered 100% through the fixed charge. In the analysis, the debt was allocated based on the net plant assets. As such, we allocate 69% of the debt service obligation to the Volume element, and 31% to the strength cost elements. Finally, Table 6-6 has two columns associated with volume: Contributed volume, which is what is measured by the water meter, and Treated volume, which corresponds to the volume received at the treatment plant. The difference between the two is the amount "not returned to the sewer," water used for irrigation or other uses (like swimming pools) that does not go down the drain. Based on the District's treatment plant records, the return factors range from 33% to 50%.

[1] The use of 250 mg/l for BOD and 200 mg/l for TSS is representative of typical residential pollutant loadings and commonly used by many communities for engineering planning and design. Additionally, the District has no significant industrial users (SIUs) that would require pretreatment monitoring as required by the USEPA, nor does it have any large commercial customers. Further, since the District does not have any USEPA grants, the segregation of rates by customer class or development of treatment surcharges is not necessary.

6.4.2 Distribution of Costs of Service to Customers

Applying the unit costs to the units for each customer produces the customer costs. In this case, the District only has two customer classes, but the process is the same. This process is illustrated in Table 6-8, in which we apply the unit costs to the customer class units of service. We base the costs attributable to each customer class on the functional costs' components described in Section 6.1. Each customer class places a burden on the system in different ways, and thus the allocation of the units is representative of this burden.

An example of the application of unit costs is shown below for illustrative purposes.

Unit Cost (Table 6-8, Line 1)	$	5.56	per HCF
All Customers Consumption (Table 6-8, Line 3)		461,006	HCF
Total Allocated Cost	$	2,563,200	

Please note that the numbers within the tables are rounded, therefore result might vary.

Table 6-6 Units of Service

Line No.	Description	Contributed Units	Contributed Volume	Treated Volume	BOD Loadings Factor	BOD Loadings Loading	TSS Loadings Factor	TSS Loadings Loading	Bills
	Units of Measure	(EDUs)	(HCF)	(HCF)	(mg/L)	(lbs)	(mg/L)	(lbs)	(bills)
1	Customers Served by District	9,334	1,284,989	461,006	250	719,200	200	575,300	112,008
2	Customers Served by Thousand Oaks	18	24,290	7,423	250	11,600	200	9,200	216
3	Total	9,352	1,309,279	468,429		730,800		584,500	112,224
4	Total Wastewater System		1,309,279	468,429		730,800		584,500	112,224
5	Total Wastewater System (less through CWD)		1,284,989	461,006		719,200		575,300	112,008

Table 6-7 Units Cost of Service

Line No.	Description	Total Cost	Common to All Customers Volume	BOD	TSS	Customer	T.O.
1	Net Operating Expense	4,804,100	2,099,900	1,116,300	1,116,300	459,600	12,000
2	Debt Service [1]	191,700	132,500	29,600	29,600	0	0
3	Capital Costs	478,600	330,800	73,900	73,900	0	0
4	Total Cost of Service	$ 5,474,400	$ 2,563,200	$ 1,219,800	$ 1,219,800	$ 459,600	$ 12,000
5	Units of Service (Table 6-6)		461,006	719,200	575,300	112,008	7,423
6	Units of Measure		HCF	lbs	lbs	bills	HCF
7	Cost per Unit (Line 4/Line 5)		$ 5.56	$ 1.70	$ 2.12	$ 4.10	$ 1.62
8	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF

[1] Allocated based on Table 6-5, Line 10

Table 6-8 Distribution of Costs to Customer Classes

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
1	Cost per Unit (Per Table 6-7)		$ 5.56	$ 1.70	$ 2.12	$ 4.10	$ 1.62
2	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF
	Customers Served by District						
3	Units		461,006	719,200	575,300	112,008	0
4	Allocation of costs of service	$ 5,462,400	2,563,200	1,219,800	1,219,800	459,600	0
	Customers Served by Thousand Oaks						
5	Units		0	0	0	0	7,423
6	Allocation of costs of service	$ 12,000	0	0	0	0	12,000
7	TOTAL COSTS OF SERVICE	$ 5,474,400	$ 2,563,200	$ 1,219,800	$ 1,219,800	$ 459,600	$ 12,000

7.0 Rate Design

The initial consideration in the derivation of rate schedules for sewer service is the establishment of equitable charges to the customers commensurate with the cost of providing that service. While the cost-of-service allocations to customer classes should not be construed as literal or exact determinations, they offer a guide to the necessity for, and the extent of, rate adjustments. Practical considerations sometimes modify rate adjustments by considering additional factors such as the extent of bill impacts, existing contracts, and historical local policies and practices.

7.1 Existing Rates

The Sewer Utility's existing rates consist of a fixed component in the form of monthly sewer service charge. The monthly service charge is a flat fee based on EDUs and applied to all customers. Table 5-2 presented earlier in this report summarizes the existing sewer rates.

7.2 Proposed Rates

The costs of service analysis described in preceding sections of this report provide a basis for the design of sewer rates.

7.2.1 Monthly Sewer Service Charge

The monthly sewer service charge is designed to recover operating and capital costs associated with sewage flow, strength loadings, and billing, collecting and accounting, and maintenance costs. The charge is a flat monthly fee based on EDUs. Section 5.1 provides the definition of an EDU.

Table 7-1 Determination of Monthly Service Charge

Description	Total Costs	Number of EDUs	Total Unit Rate*
	$	EDU	$/mo/EDU
Customer Class			
Customers Served by District	5,462,400	9,334	48.77
Customers Served by Thousand Oaks	12,000	18	55.56
Subtotal	$ 5,474,400	9,352	

* Divided by 12 to represent monthly bill.

Table 7-2 shows the forecasted proposed five-year monthly service charge rate schedule. The five-year commodity rate schedule follows on the cost-of-service allocations as described in Section 6 of this report. Appendix C includes the associated tables for each year of the study.

Table 7-2 Proposed Multi-Year Monthly Service Charge

	Sewer Service Charge					
	Existing	Proposed				
Customer Class	2024	2025	2026	2027	2028	2029
	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU	$/mo/EDU
Customers Served by District	43.05	48.77	54.14	60.11	66.73	74.08
Customers Served by Thousand Oaks	48.61	55.56	56.94	58.33	59.72	61.57

7.3 Typical Monthly Costs under Proposed Charges

Table 7-3 presents a comparison of typical monthly costs under existing rates and the proposed schedule of sewer user rates derived in this study for both all customers and customers served by Thousand Oaks.

Table 7-3 Typical Monthly Bill

Customer Class	Sewer Service Charge Existing 2024	Sewer Service Charge Proposed 2025
	$/mo/EDU	$/mo/EDU
Customers Served by District	43.05	48.77
Customers Served by Thousand Oaks	48.61	55.56

7.4 Neighboring Sewer Utilities

Presented in Table 7-4 is the proposed rates compared to rates of neighboring jurisdictions, for a single-family residential customer. For sewer utilities that have a volumetric based component, 9.6 HCF (80% of 12 HCF) was used to determine the charges. Based on the comparison, the District is currently a lower cost sewer provider in the area. With the proposed rate increases, the District remains one of the low-cost sewer providers of the surveyed communities. All surveyed community rates are best estimates as of February 2024.

Table 7-4 Comparison to Neighboring Sewer Utilities

Wastewater Provider	Typical SFR Bill
	($/mo)
Moorpark (via Ventura County)	28.00
Thousand Oaks (2019)	35.28
Port Hueneme	36.00
Camrosa Water District (Existing)	43.05
Camrosa Water District (Proposed)	48.77
Oxnard	58.51
Camarillo (2019)	74.30
Santa Paula	101.03
Fillmore	103.36

* For agencies based on flow, 9.6 HCF was used to calculate typical bill.

8.0 Appendix A – O&M Allocations

The following calculations are intended to clarify the O&M allocations for Tables 3-3. These allocations reflect the actual costs incurred by the District in conducting business in 2024.

Background for Tables for 3.3

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	
Description	Total Cost	Base	Max Day	Max Hour	Meters	Cust/Bill.	Fire	Basis
	$	%	%	%	%	%	%	
Salaries & Benefits								
All Other	1,307,715	43.2%	40.2%	16.7%				Based on Base/Max Day/Max Hour
Customer	356,650					100.0%		Based on % of Salaries dedicated to Customer Service
Meter	136,896				100.0%			Based on % of Salaries dedicated to Meters & Services
Total	**$1,801,261**	**$564,644**	**$525,119**	**$217,953**	**$136,896**	**$356,650**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**31.3%**	**29.2%**	**12.1%**	**7.6%**	**19.8%**		
Removal 1/3 of Fire Costs from Base/MaxDay/Max Hour evenly results in:								
2nd Allocation		**30.6%**	**28.5%**	**11.4%**	**7.6%**	**19.8%**	**2.0%**	Adjustment for projected 2025 activities
Utilities								
SCE	7,000	51.8%	48.2%					Based on Base/Max Day
Water	50,000	100.0%						Direct Allocation
Total	**$57,000**	**$53,627**	**$3,373**	**$0**	**$0**	**$0**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**94.1%**	**5.9%**	**0.0%**	**0.0%**	**0.0%**		
Removal 1/2 of Fire Costs from Base/MaxDay evenly results in:								
2nd Allocation		**93.1%**	**4.9%**	**0.0%**	**0.0%**	**0.0%**	**2.0%**	Adjustment for projected 2025 activities

Description	(1) Total Cost	(2) Base	(3) Max Day	(4) Max Hour	(5) Meters	(6) Cust/Bill.	(7) Fire	Basis
	$	%	%	%	%	%	%	
Contracts Services								
Supply	359,500	100.0%						Direct Allocation
Treatment	26,500	51.8%	48.2%					Based on Base/Max Day
Distribution	415,000	43.2%	40.2%	16.7%				Based on Base/Max Day/Max Hour
Total	**$801,000**	**$552,419**	**$179,415**	**$69,167**	**$0**	**$0**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**69.0%**	**22.4%**	**8.6%**	**0.0%**	**0.0%**		
Removal 1/3 of Fire Costs from Base/MaxDay/Max Hour evenly results in:								
2nd Allocation		**68.3%**	**21.7%**	**7.9%**	**0.0%**	**0.0%**	**2.0%**	Adjustment for projected 2025 activities
Pipeline Repairs & Maintenance								
Pumping	80,000	51.8%	48.2%					Based on Base/Max Day
Distribution	505,000	43.2%	40.2%	16.7%				Based on Base/Max Day/Max Hour
Meter	200,000				100.0%			Direct Allocation
Total	**$785,000**	**$259,499**	**$241,334**	**$84,167**	**$200,000**	**$0**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**33.1%**	**30.7%**	**10.7%**	**25.5%**	**0.0%**		
Removal 1/3 of Fire Costs from Base/MaxDay/Max Hour evenly results in:								
2nd Allocation		**32.5%**	**30.0%**	**10.0%**	**25.5%**	**0.0%**	**2.0%**	Adjustment for projected 2025 activities
Material, Tools & Equipment								
Supply	11,000	100.0%						Direct Allocation
Pumping	3,000	51.8%	48.2%					Based on Base/Max Day
Treatment	652,000	51.8%	48.2%					Based on Base/Max Day
Distribution	40,000	43.2%	40.2%	16.7%				Based on Base/Max Day/Max Hour
Total	**$706,000**	**$367,649**	**$331,684**	**$6,667**	**$0**	**$0**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**52.1%**	**47.0%**	**0.9%**	**0.0%**	**0.0%**		
Removal 1/3 of Fire Costs from Base/MaxDay/Max Hour evenly results in:								
2nd Allocation		**51.4%**	**46.3%**	**0.2%**	**0.0%**	**0.0%**	**2.0%**	Adjustment for projected 2025 activities

Description	(1) Total Cost	(2) Base	(3) Max Day	(4) Max Hour	(5) Meters	(6) Cust/Bill.	(7) Fire	Basis
	$	%	%	%	%	%	%	
Fees and Charges								
Supply	126,000	100.0%						Direct Allocation
Pumping	11,000	51.8%	48.2%					Based on Base/Max Day
Treatment	15,500	51.8%	48.2%					Based on Base/Max Day
Distribution	1,075	43.2%	40.2%	16.7%				Based on Base/Max Day/Max Hour
Total	**$153,575**	**$140,195**	**$13,201**	**$179**	**$0**	**$0**		
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)		
1st Allocation		**91.3%**	**8.6%**	**0.1%**	**0.0%**	**0.0%**		
Removal 1/3 of Fire Costs from Base/MaxDay/Max Hour evenly results in:								
2nd Allocation		**90.1%**	**7.9%**	**0.0%**	**0.0%**	**0.0%**	**2.0%**	Adjustment for projected 2025 activities
Note: Max Hour Allocation was less than 0% when Fire was subtracted, therefore it was set at 0.								
Services & Supplies								
Communications	25,857	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Legal Services	43,590	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Dues & Subscriptions	19,418	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Conference & Travel	7,909	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Safety & Training	15,785	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Board Experience	47,320	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Bad Debt	3,380	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Insurance	47,658	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Miscellaneous	0	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	Split 50/50 Bases and Meters, then Base Adjusted for Fire
Total	**$210,917**	**$140,195**	**$13,201**	**$179**	**$0**	**$0**	**$0**	
		(1)x(2)	(1)x(3)	(1)x(4)	(1)x(5)	(1)x(6)	(1)x(7)	
1st Allocation		**48.0%**	**0.0%**	**0.0%**	**50.0%**	**0.0%**	**2.0%**	

9.0 Appendix B – Water Cost of Service Tables (2026-2029)

Fiscal Year 2026

Table 9-1 Cost of Service Revenue from Rates (Potable Water)

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expenses	7,967,100	0	7,967,100
2	Water Supply	8,993,300	0	8,993,300
3	Debt Service	0	827,500	827,500
4	Transfers	248,250	2,427,600	2,675,850
5	Subtotal	17,208,650	3,255,100	20,463,750
	Less Revenue Requirements Met from Other Sources			
6	PVCWD Revenue	998,100	0	998,100
7	Other Operating Revenue	64,000	0	64,000
8	Other Non-Operating Revenue	1,008,200	0	1,008,200
9	Subtotal	2,070,300	0	2,070,300
	Adjustments			
10	Adj for Annual Cash Balance	0	(50)	(50)
11	Subtotal	0	(50)	(50)
12	Cost of Service to be Recovered from	$ 15,138,350	$ 3,255,150	$ 18,393,500

Table 9-2 Allocation of O&M Expenditures (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Operating Expenses								
1	Production								
2	Water Purchase	85.9%	0.0%	0.0%	0.0%	0.0%	0.0%	14.1%	[1]
3	Production Power	50.8%	47.2%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
4	Pumping Power	50.8%	47.2%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
5	CamSan	85.9%	0.0%	0.0%	0.0%	0.0%	0.0%	14.1%	[1]
6	Salaries and Benefits	30.6%	28.5%	11.4%	7.6%	19.8%	2.0%	0.0%	[2]
7	Contracts & Professional Services								
8	Outside Contracts	68.3%	21.7%	7.9%	0.0%	0.0%	2.0%	0.0%	[2]
9	Professional Services	68.3%	21.7%	7.9%	0.0%	0.0%	2.0%	0.0%	[2]
10	Services & Supplies	48.0%	0.0%	0.0%	50.0%	0.0%	2.0%	0.0%	[2]
11	Utilities	93.1%	4.9%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
12	Pipeline Repairs	32.4%	30.0%	10.0%	25.5%	0.0%	2.0%	0.0%	[2]
13	Small Tools & Equipment	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
14	Materials & Supplies	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
15	Repair Parts & Equipment Maint	51.4%	46.3%	0.2%	0.0%	0.0%	2.0%	0.0%	[2]
16	Fees and Charges	90.1%	7.9%	0.0%	0.0%	0.0%	2.0%	0.0%	[2]
17	Transfers	85.9%	0.0%	0.0%	0.0%	0.0%	0.0%	14.1%	[1]

[1] Fixed/Variable Import Water Charges

[2] Allocations are based on actual costs for FY 2023. See Appendix A for more details.

Table 9-3 Allocation of $ O&M Expenditures (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Operating Expenses								
1	Production								
2	Water Purchase	6,519,800	5,599,500	0	0	0	0	0	920,300
3	Production Power	1,276,600	648,700	602,400	0	0	0	25,500	0
4	Pumping Power	1,035,800	526,300	488,800	0	0	0	20,700	0
5	CamSan	161,100	138,400	0	0	0	0	0	22,700
6	Salaries and Benefits	2,746,400	841,400	783,600	314,000	208,700	543,800	54,900	0
7	Contracts & Professional Services								
8	Outside Contracts	1,263,900	863,600	274,700	100,300	0	0	25,300	0
9	Professional Services	985,400	673,300	214,200	78,200	0	0	19,700	0
10	Services & Supplies	223,700	107,400	0	0	111,900	0	4,400	0
11	Utilities	76,400	71,200	3,700	0	0	0	1,500	0
12	Pipeline Repairs	403,100	130,700	121,100	40,400	102,800	0	8,100	0
13	Small Tools & Equipment	24,500	12,500	11,400	100	0	0	500	0
14	Materials & Supplies	816,900	420,200	378,500	1,900	0	0	16,300	0
15	Repair Parts & Equipment Maint	1,231,600	633,500	570,600	2,900	0	0	24,600	0
16	Fees and Charges	195,200	175,800	15,500	0	0	0	3,900	0
17	Transfers	248,250	213,250	0	0	0	0	0	35,000
18	Total O&M Expenses	$ 17,208,650	$ 11,055,750	$ 3,464,500	$ 537,800	$ 423,400	$ 543,800	$ 205,400	$ 978,000
	Less Other Revenue								
19	Miscellaneous Revenues	2,070,300	1,330,100	416,800	64,700	50,900	65,400	24,700	117,700
20	Other Adjustments	0	0	0	0	0	0	0	0
21	Net Operating Expenses	$ 15,138,350	$ 9,725,650	$ 3,047,700	$ 473,100	$ 372,500	$ 478,400	$ 180,700	$ 860,300

Table 9-4 Allocation of Capital Costs (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Plant Assets								
1	Water Production	85.89%	0.00%	0.00%	0.00%	0.00%	0.00%	14.11%	[1]
2	Pumping	85.89%	0.00%	0.00%	0.00%	0.00%	0.00%	14.11%	[1]
3	Treatment	50.81%	47.19%	0.00%	0.00%	0.00%	2.00%	0.00%	[2]
4	Transmission & Distribution	42.51%	39.49%	16.00%	0.00%	0.00%	2.00%	0.00%	[3]
5	Meters	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	[4]
6	Fire Hydrants	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	[5]
7	Land	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	[6]
8	General Plant	54.01%	28.01%	4.27%	7.67%	0.00%	2.54%	3.50%	[7]

[1] Fixed/Variable Import Water Charges
[2] Base/Max Day (adj for Fire)
[3] Base/Max Hour/Max Day (adj for Fire)
[4] Meters
[5] Fire Hydrants
[6] Base
[7] Average of above

Table 9-5 Allocation of $ Capital Costs (Potable Water)

Line No.	Description	(1) Total Costs (Net Book Value)	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Plant Assets								
1	Water Production	4,166,500	3,578,400	0	0	0	0	0	588,100
2	Pumping	1,547,500	1,329,100	0	0	0	0	0	218,400
3	Treatment	8,526,400	4,332,600	4,023,300	0	0	0	170,500	0
4	Transmission & Distribution	6,149,900	2,614,400	2,428,500	984,000	0	0	123,000	0
5	Meters	1,766,800	0	0	0	1,766,800	0	0	0
6	Fire Hydrants	290,500	0	0	0	0	0	290,500	0
7	Land	585,500	585,500	0	0	0	0	0	0
8	General Plant	587,500	317,200	164,600	25,100	45,100	0	14,900	20,600
9	Total Plant Assets	$ 23,620,600	$ 12,757,200	$ 6,616,400	$ 1,009,100	$ 1,811,900	$ 0	$ 598,900	$ 827,100
	Less Other Revenue								
10	Miscellaneous Revenues	0	0	0	0	0	0	0	0
11	Other Adjustments	(47)	(47)	0	0	0	0	0	0
12	Net Capital Expenses	$ 23,620,647	$ 12,757,247	$ 6,616,400	$ 1,009,100	$ 1,811,900	$ 0	$ 598,900	$ 827,100
13	Proxy for Allocation of Capital Costs (%)		54.0%	28.0%	4.3%	7.7%	0.0%	2.5%	3.5%
14	Capital Costs (TY)	$ 2,427,650	$ 1,375,950	$ 680,000	$ 103,700	$ 121,400	$ 0	$ 61,600	$ 85,000

Table 9-6 Units of Service (Potable Water and Non-Potable Water)

Line No.	Description	Consumption		Maximum Day			Maximum Hour			Meters	Cust/Bills	Fire Protection
		Annual	Avg. Day	Factor	Total	Extra	Factor	Total	Extra			
	Column Reference	(1)	(2)=(1)/365	(3)	(4)=(2)x(3)	(5)=(4)-(2)	(6)	(7)=(2)x(6)	(8)=(7)-(4)	(9)	(10)	(11)
	Units of Measure	(HCF)	(HCF/day)		(HCF/day)	(HCF/day)		(HCF/day)	(HCF/day)	(EMs)	(bills)	(EHs)
	Potable Water											
1	Group 1	6,372	17	398%	69	52	531%	93	23	294	240	0
2	Group 2	2,122,933	5,816	295%	17,158	11,342	393%	22,858	5,700	14,394	90,468	0
3	Group 3	950,912	2,605	325%	8,467	5,862	433%	11,281	2,814	3,343	6,216	0
4	Subtotal	3,080,217	8,439		25,694	17,256		34,231	8,537	18,030	96,924	
	Potable Fire Service											
5	Public Fire	0	0		425	425		5,095	4,670	0	0	1,098
6	Fire Service (PP5)	0	0		57	57		680	624	5,865	1,404	147
7	Subtotal	0	0		481	481		5,775	5,294	5,865	1,404	1,245
8	Total Potable Water System	3,080,217	8,439		26,176	17,737		40,007	13,831	23,895	98,328	1,245

Table 9-7 Units Cost of Service (Potable Water)

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production	Debt Service
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		($)	($)	($)	($)	($)	($)	($)		
	Potable Water - Unit Cost of Service									
1	Net Operating Expense	15,138,350	9,725,650	3,047,700	473,100	372,500	478,400	180,700	860,300	0
2	Debt Service	827,500	0	0	0	0	0	0	0	827,500
3	Capital Costs	2,427,650	1,375,950	680,000	103,700	121,400	0	61,600	85,000	0
4	Total Cost of Service	$ 18,393,500	$ 11,101,600	$ 3,727,700	$ 576,800	$ 493,900	$ 478,400	$ 242,300	$ 945,300	$ 827,500
5	Units of Service		3,080,217	17,737	13,831	23,895	98,328	1,245	18,030	18,030
6	Units of Measure		HCF	HCF/Day	HCF/Day	Eq. Meter	Bill	Eq. Hydrant	Eq. Meter	Eq. Meter
7	Cost per Unit (Line 4 / Line 5)		$ 3.60	$ 210.17	$ 41.70	$ 20.67	$ 4.87	$ 194.67	$ 52.43	$ 45.89
8	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter

Table 9-8 Distribution of Costs to Customer Classes (Potable Water)

Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production [1]	Debt Service [1]
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		($)	($)	($)	($)	($)	($)	($)		
1	Cost per Unit		$ 3.60	$ 210.17	$ 41.70	$ 20.67	$ 4.87	$ 194.67	$ 52.43	$ 45.89
2	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter
	Potable Water									
	Group 1									
3	Units		6,372	52	23	294	240	0	294	294
4	Allocation of costs of service	71,100	23,000	10,900	1,000	6,100	1,200	0	15,400	13,500
	Group 2									
5	Units		2,122,933	11,342	5,700	14,394	90,468	0	14,394	14,394
6	Allocation of costs of service	12,425,700	7,651,400	2,383,700	237,700	297,500	440,200	0	754,600	660,600
	Group 3									
7	Units		950,912	5,862	2,814	3,343	6,216	0	3,343	3,343
8	Allocation of costs of service	5,204,500	3,427,200	1,232,000	117,300	69,100	30,200	0	175,300	153,400
	Public Fire									
9	Units		0	425	4,670	0	0	1,098	0	0
10	Allocation of costs of service	497,800	0	89,200	194,800	0	0	213,800	0	0
	Fire Service (PPS)									
11	Units		0	57	624	5,865	1,404	147	0	0
12	Allocation of costs of service	194,400	0	11,900	26,000	121,200	6,800	28,500	0	0
13	TOTAL COSTS OF SERVICE	$ 18,393,500	$ 11,101,600	$ 3,727,700	$ 576,800	$ 493,900	$ 478,400	$ 242,300	$ 945,300	$ 827,500
	Details for Table 4-9 in the derivation of peaking costs. Section 4.2.3.1.4 for explanation.									
	Group 2 Tier 1									
14	Units			3,495	1,978					
15	Allocation of costs of service	817,100		734,600	82,500					
	Group 2 Tier 2									
16	Units			7,847	3,722					
17	Allocation of costs of service	1,804,300		1,649,100	155,200					

[1] Units for Water Production and Debt Service are equivalent Meters units as the allocation is based on Equivalent Meters. The exception is that Water Production and Debt Service have no Fire Service Allocation thus no units.

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Table 9-9 Cost of Service Revenue from Rates (Potable Water)

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expenses	8,359,300	0	8,359,300
2	Water Supply	9,430,700	0	9,430,700
3	Debt Service	0	2,771,200	2,771,200
4	Transfers	235,150	1,852,100	2,087,250
5	Subtotal	18,025,150	4,623,300	22,648,450
	Less Revenue Requirements Met from Other Sources			
6	PVCWD Revenue	1,028,000	0	1,028,000
7	Other Operating Revenue	64,000	0	64,000
8	Other Non-Operating Revenue	1,541,900	0	1,541,900
9	Subtotal	2,633,900	0	2,633,900
	Adjustments			
10	Adj for Annual Cash Balance	0	(50)	(50)
11	Subtotal	0	(50)	(50)
12	Cost of Service to be Recovered from	$ 15,391,250	$ 4,623,350	$ 20,014,600

Table 9-10 Allocation of O&M Expenditures (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Operating Expenses								
1	Production								
2	Water Purchase	85.3%	0.0%	0.0%	0.0%	0.0%	0.0%	14.7%	[1]
3	Production Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
4	Pumping Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
5	CamSan	85.3%	0.0%	0.0%	0.0%	0.0%	0.0%	14.7%	[1]
6	Salaries and Benefits	30.3%	28.2%	11.1%	7.6%	19.8%	3.0%	0.0%	[2]
7	Contracts & Professional Services								
8	Outside Contracts	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
9	Professional Services	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
10	Services & Supplies	46.9%	0.0%	0.0%	50.1%	0.0%	3.0%	0.0%	[2]
11	Utilities	92.6%	4.4%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
12	Pipeline Repairs	32.1%	29.7%	9.7%	25.5%	0.0%	3.0%	0.0%	[2]
13	Small Tools & Equipment	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
14	Materials & Supplies	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
15	Repair Parts & Equipment Maint	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
16	Fees and Charges	89.4%	7.6%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
17	Transfers	85.3%	0.0%	0.0%	0.0%	0.0%	0.0%	14.7%	[1]

[1] Fixed/Variable Import Water Charges

[2] Allocations are based on actual costs for FY 2023. See Appendix A for more details.

Table 9-11 Allocation of $ O&M Expenditures (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Operating Expenses								
1	Production								
2	Water Purchase	6,419,100	5,472,900	0	0	0	0	0	946,200
3	Production Power	1,400,000	704,400	653,600	0	0	0	42,000	0
4	Pumping Power	1,445,300	727,100	674,800	0	0	0	43,400	0
5	CamSan	166,300	141,800	0	0	0	0	0	24,500
6	Salaries and Benefits	2,849,500	863,300	803,600	316,300	216,600	564,200	85,500	0
7	Contracts & Professional Services								
8	Outside Contracts	1,289,200	876,600	275,900	98,000	0	0	38,700	0
9	Professional Services	1,005,100	683,400	215,100	76,400	0	0	30,200	0
10	Services & Supplies	230,300	108,000	0	0	115,400	0	6,900	0
11	Utilities	78,700	72,800	3,500	0	0	0	2,400	0
12	Pipeline Repairs	415,200	133,200	123,300	40,300	105,900	0	12,500	0
13	Small Tools & Equipment	25,200	12,800	11,600	0	0	0	800	0
14	Materials & Supplies	841,400	429,200	387,000	0	0	0	25,200	0
15	Repair Parts & Equipment Maint	1,423,600	726,000	654,900	0	0	0	42,700	0
16	Fees and Charges	201,100	179,800	15,300	0	0	0	6,000	0
17	Transfers	235,150	200,450	0	0	0	0	0	34,700
18	Total O&M Expenses	$ 18,025,150	$ 11,331,750	$ 3,818,600	$ 531,000	$ 437,900	$ 564,200	$ 336,300	$ 1,005,400
	Less Other Revenue								
19	Miscellaneous Revenues	2,633,900	1,655,900	558,000	77,600	64,000	82,400	49,100	146,900
20	Other Adjustments	0	0	0	0	0	0	0	0
21	Net Operating Expenses	$ 15,391,250	$ 9,675,850	$ 3,260,600	$ 453,400	$ 373,900	$ 481,800	$ 287,200	$ 858,500

Table 9-12 Allocation of Capital Costs (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Plant Assets								
1	Water Production	85.26%	0.00%	0.00%	0.00%	0.00%	0.00%	14.74%	[1]
2	Pumping	85.26%	0.00%	0.00%	0.00%	0.00%	0.00%	14.74%	[1]
3	Treatment	50.31%	46.69%	0.00%	0.00%	0.00%	3.00%	0.00%	[2]
4	Transmission & Distribution	42.18%	39.16%	15.67%	0.00%	0.00%	3.00%	0.00%	[3]
5	Meters	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	[4]
6	Fire Hydrants	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	[5]
7	Land	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	[6]
8	General Plant	53.58%	27.74%	4.18%	7.67%	0.00%	3.17%	3.66%	[7]

[1] Fixed/Variable Import Water Charges
[2] Base/Max Day (adj for Fire)
[3] Base/Max Hour/Max Day (adj for Fire)
[4] Meters
[5] Fire Hydrants
[6] Base
[7] Average of above

Table 9-13 Allocation of $ Capital Costs (Potable Water)

Line No.	Description	(1) Total Costs (Net Book Value)	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Plant Assets								
1	Water Production	4,166,500	3,552,400	0	0	0	0	0	614,100
2	Pumping	1,547,500	1,319,400	0	0	0	0	0	228,100
3	Treatment	8,526,400	4,289,900	3,980,700	0	0	0	255,800	0
4	Transmission & Distribution	6,149,900	2,593,900	2,408,000	963,500	0	0	184,500	0
5	Meters	1,766,800	0	0	0	1,766,800	0	0	0
6	Fire Hydrants	290,500	0	0	0	0	0	290,500	0
7	Land	585,500	585,500	0	0	0	0	0	0
8	General Plant	587,500	314,700	163,000	24,600	45,100	0	18,600	21,500
9	Total Plant Assets	$ 23,620,600	$ 12,655,800	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 863,700
	Less Other Revenue								
10	Miscellaneous Revenues	0	0	0	0	0	0	0	0
11	Other Adjustments	(83)	(83)	0	0	0	0	0	0
12	Net Capital Expenses	$ 23,620,683	$ 12,655,883	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 863,700
13	Proxy for Allocation of Capital Costs (%)		53.6%	27.7%	4.2%	7.7%	0.0%	3.2%	3.7%
14	Capital Costs (TY)	$ 1,852,150	$ 1,041,850	$ 513,700	$ 77,500	$ 92,600	$ 0	$ 58,800	$ 67,700

Table 9-14 Units of Service (Potable Water and Non-Potable Water)

Line No.	Description	Consumption		Maximum Day			Maximum Hour			Meters	Cust/Bills	Fire Protection
		Annual	Avg. Day	Factor	Total	Extra	Factor	Total	Extra			
	Column Reference	(1)	(2)=(1)/365	(3)	(4)=(2)x(3)	(5)=(4)-(2)	(6)	(7)=(2)x(6)	(8)=(7)-(4)	(9)	(10)	(11)
	Units of Measure	(HCF)	(HCF/day)		(HCF/day)	(HCF/day)		(HCF/day)	(HCF/day)	(EMs)	(bills)	(EHs)
	Potable Water											
1	Group 1	6,372	17	398%	69	52	531%	93	23	294	240	0
2	Group 2	2,167,800	5,939	295%	17,521	11,581	393%	23,341	5,820	14,587	90,468	0
3	Group 3	950,912	2,605	325%	8,467	5,862	433%	11,281	2,814	3,343	6,216	0
4	Subtotal	3,125,084	8,562		26,057	17,495		34,714	8,657	18,223	96,924	
	Potable Fire Service											
5	Public Fire	0	0		425	425		5,095	4,670	0	0	1,098
6	Fire Service (PP5)	0	0		57	57		680	624	5,865	1,404	147
7	Subtotal	0	0		481	481		5,775	5,294	5,865	1,404	1,245
8	Total Potable Water System	3,125,084	8,562		26,538	17,976		40,490	13,951	24,088	98,328	1,245

Table 9-15 Units Cost of Service (Potable Water)

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production	Debt Service
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		($)	($)	($)	($)	($)	($)	($)		
	Potable Water - Unit Cost of Service									
1	Net Operating Expense	15,391,250	9,675,850	3,260,600	453,400	373,900	481,800	287,200	858,500	0
2	Debt Service	2,771,200	1,496,400	0	0	0	0	0	0	1,274,800
3	Capital Costs	1,852,150	1,041,850	513,700	77,500	92,600	0	58,800	67,700	0
4	Total Cost of Service	$ 20,014,600	$ 12,214,100	$ 3,774,300	$ 530,900	$ 466,500	$ 481,800	$ 346,000	$ 926,200	$ 1,274,800
5	Units of Service		3,125,084	17,976	13,951	24,088	98,328	1,245	18,223	18,223
6	Units of Measure		HCF	HCF/Day	HCF/Day	Eq. Meter	Bill	Eq. Hydrant	Eq. Meter	Eq. Meter
7	Cost per Unit (Line 4 / Line 5)		$ 3.91	$ 209.96	$ 38.05	$ 19.37	$ 4.90	$ 277.99	$ 50.82	$ 69.95
8	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter

Table 9-16 Distribution of Costs to Customer Classes (Potable Water)

Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production [1]	Debt Service [1]
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		($)	($)	($)	($)	($)	($)	($)		
1	Cost per Unit		$ 3.91	$ 209.96	$ 38.05	$ 19.37	$ 4.90	$ 277.99	$ 50.82	$ 69.95
2	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter
	Potable Water									
	Group 1									
3	Units		6,372	52	23	294	240	0	294	294
4	Allocation of costs of service	79,200	24,900	10,900	900	5,700	1,200	0	15,000	20,600
	Group 2									
5	Units		2,167,800	11,581	5,820	14,587	90,468	0	14,587	14,587
6	Allocation of costs of service	13,613,300	8,472,600	2,431,600	221,500	282,500	443,300	0	741,400	1,020,400
	Group 3									
7	Units		950,912	5,862	2,814	3,343	6,216	0	3,343	3,343
8	Allocation of costs of service	5,553,200	3,716,600	1,230,800	107,100	64,700	30,400	0	169,800	233,800
	Public Fire									
9	Units		0	425	4,670	0	0	1,098	0	0
10	Allocation of costs of service	572,000	0	89,100	177,700	0	0	305,200	0	0
	Fire Service (PPS)									
11	Units		0	57	624	5,865	1,404	147	0	0
12	Allocation of costs of service	196,900	0	11,900	23,700	113,600	6,900	40,800	0	0
13	TOTAL COSTS OF SERVICE	$ 20,014,600	$ 12,214,100	$ 3,774,300	$ 530,900	$ 466,500	$ 481,800	$ 346,000	$ 926,200	$ 1,274,800
	Details for Table 4-9 in the derivation of peaking costs. Section 4.2.3.1.4 for explanation.									
	Group 2 Tier 1									
14	Units			3,671	2,077					
15	Allocation of costs of service	849,800		770,700	79,100					
	Group 2 Tier 2									
16	Units			7,847	3,722					
17	Allocation of costs of service	1,789,100		1,647,500	141,600					

[1] Units for Water Production and Debt Service are equivalent Meters units as the allocation is based on Equivalent Meters. The exception is that Water Production and Debt Service have no Fire Service Allocation thus no units.

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Table 9-17 Cost of Service Revenue from Rates (Potable Water)

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expenses	8,608,700	0	8,608,700
2	Water Supply	10,092,200	0	10,092,200
3	Debt Service	0	4,169,700	4,169,700
4	Transfers	217,450	1,657,600	1,875,050
5	Subtotal	18,918,350	5,827,300	24,745,650
	Less Revenue Requirements Met from Other Sources			
6	PVCWD Revenue	1,058,800	0	1,058,800
7	Other Operating Revenue	64,000	0	64,000
8	Other Non-Operating Revenue	1,722,400	0	1,722,400
9	Subtotal	2,845,200	0	2,845,200
	Adjustments			
10	Adj for Annual Cash Balance	0	(50)	(50)
11	Subtotal	(100)	(50)	(150)
12	Cost of Service to be Recovered from	$ 16,073,250	$ 5,827,350	$ 21,900,600

Table 9-18 Allocation of O&M Expenditures (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Operating Expenses								
1	Production								
2	Water Purchase	85.2%	0.0%	0.0%	0.0%	0.0%	0.0%	14.8%	[1]
3	Production Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
4	Pumping Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
5	CamSan	85.2%	0.0%	0.0%	0.0%	0.0%	0.0%	14.8%	[1]
6	Salaries and Benefits	30.3%	28.2%	11.1%	7.6%	19.8%	3.0%	0.0%	[2]
7	Contracts & Professional Services								
8	Outside Contracts	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
9	Professional Services	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
10	Services & Supplies	46.9%	0.0%	0.0%	50.0%	0.0%	3.0%	0.0%	[2]
11	Utilities	92.6%	4.4%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
12	Pipeline Repairs	32.1%	29.7%	9.7%	25.5%	0.0%	3.0%	0.0%	[2]
13	Small Tools & Equipment	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
14	Materials & Supplies	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
15	Repair Parts & Equipment Maint	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
16	Fees and Charges	89.4%	7.6%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
17	Transfers	85.2%	0.0%	0.0%	0.0%	0.0%	0.0%	14.8%	[1]

[1] Fixed/Variable Import Water Charges

[2] Allocations are based on actual costs for FY 2023. See Appendix A for more details.

Table 9-19 Allocation of $ O&M Expenditures (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base	(3) Common to All Customers: Extra Capacity	(4) Common to All Customers: Extra Capacity	(5) Customer	(6) Customer	(7) Fire Protection	(8) Water Production
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.		
		($)	($)	($)	($)	($)	($)	($)	($)
	Operating Expenses								
1	Production								
2	Water Purchase	6,578,700	5,602,900	0	0	0	0	0	975,800
3	Production Power	1,509,100	759,300	704,500	0	0	0	45,300	0
4	Pumping Power	1,833,000	922,200	855,800	0	0	0	55,000	0
5	CamSan	171,400	146,000	0	0	0	0	0	25,400
6	Salaries and Benefits	2,956,500	895,800	833,700	328,200	224,700	585,400	88,700	0
7	Contracts & Professional Services								
8	Outside Contracts	1,315,000	894,200	281,400	99,900	0	0	39,500	0
9	Professional Services	1,025,200	697,100	219,400	77,900	0	0	30,800	0
10	Services & Supplies	237,200	111,300	0	0	118,700	0	7,200	0
11	Utilities	81,100	75,100	3,600	0	0	0	2,400	0
12	Pipeline Repairs	427,700	137,300	127,000	41,500	109,100	0	12,800	0
13	Small Tools & Equipment	26,000	13,200	12,000	0	0	0	800	0
14	Materials & Supplies	866,600	442,000	398,600	0	0	0	26,000	0
15	Repair Parts & Equipment Maint	1,466,300	747,800	674,500	0	0	0	44,000	0
16	Fees and Charges	207,100	185,200	15,700	0	0	0	6,200	0
17	Transfers	217,450	185,150	0	0	0	0	0	32,300
18	Total O&M Expenses	$ 18,918,350	$ 11,814,550	$ 4,126,200	$ 547,500	$ 452,500	$ 585,400	$ 358,700	$ 1,033,500
	Less Other Revenue								
19	Miscellaneous Revenues	2,845,200	1,776,900	620,600	82,300	68,100	88,000	53,900	155,400
20	Other Adjustments	(100)	(100)	0	0	0	0	0	0
21	Net Operating Expenses	$ 16,073,250	$ 10,037,750	$ 3,505,600	$ 465,200	$ 384,400	$ 497,400	$ 304,800	$ 878,100

Table 9-20 Allocation of Capital Costs (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Plant Assets								
1	Water Production	85.17%	0.00%	0.00%	0.00%	0.00%	0.00%	14.83%	[1]
2	Pumping	85.17%	0.00%	0.00%	0.00%	0.00%	0.00%	14.83%	[1]
3	Treatment	50.31%	46.69%	0.00%	0.00%	0.00%	3.00%	0.00%	[2]
4	Transmission & Distribution	42.18%	39.16%	15.67%	0.00%	0.00%	3.00%	0.00%	[3]
5	Meters	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	[4]
6	Fire Hydrants	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	[5]
7	Land	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	[6]
8	General Plant	53.56%	27.74%	4.18%	7.67%	0.00%	3.17%	3.68%	[7]

[1] Fixed/Variable Import Water Charges
[2] Base/Max Day (adj for Fire)
[3] Base/Max Hour/Max Day (adj for Fire)
[4] Meters
[5] Fire Hydrants
[6] Base
[7] Average of above

Table 9-21 Allocation of $ Capital Costs (Potable Water)

Line No.	Description	(1) Total Costs (Net Book Value)	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Plant Assets								
1	Water Production	4,166,500	3,548,500	0	0	0	0	0	618,000
2	Pumping	1,547,500	1,318,000	0	0	0	0	0	229,500
3	Treatment	8,526,400	4,289,900	3,980,700	0	0	0	255,800	0
4	Transmission & Distribution	6,149,900	2,593,900	2,408,000	963,500	0	0	184,500	0
5	Meters	1,766,800	0	0	0	1,766,800	0	0	0
6	Fire Hydrants	290,500	0	0	0	0	0	290,500	0
7	Land	585,500	585,500	0	0	0	0	0	0
8	General Plant	587,500	314,600	163,000	24,600	45,100	0	18,600	21,600
9	Total Plant Assets	$ 23,620,600	$ 12,650,400	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 869,100
	Less Other Revenue								
10	Miscellaneous Revenues	0	0	0	0	0	0	0	0
11	Other Adjustments	(59)	(59)	0	0	0	0	0	0
12	Net Capital Expenses	$ 23,620,659	$ 12,650,459	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 869,100
13	Proxy for Allocation of Capital Costs (%)		53.6%	27.7%	4.2%	7.7%	0.0%	3.2%	3.7%
14	Capital Costs (TY)	$ 1,657,650	$ 932,050	$ 459,800	$ 69,300	$ 82,900	$ 0	$ 52,600	$ 61,000

Table 9-22 Units of Service (Potable Water and Non-Potable Water)

Line No.	Description	Consumption		Maximum Day			Maximum Hour			Meters	Cust/Bills	Fire Protection
		Annual	Avg. Day	Factor	Total	Extra	Factor	Total	Extra			
	Column Reference	(1)	(2)=(1)/365	(3)	(4)=(2)x(3)	(5)=(4)-(2)	(6)	(7)=(2)x(6)	(8)=(7)-(4)	(9)	(10)	(11)
	Units of Measure	(HCF)	(HCF/day)		(HCF/day)	(HCF/day)		(HCF/day)	(HCF/day)	(EMs)	(bills)	(EHs)
	Potable Water											
1	Group 1	6,372	17	398%	69	52	531%	93	23	294	240	0
2	Group 2	2,231,262	6,113	295%	18,033	11,920	393%	24,024	5,991	14,863	91,464	0
3	Group 3	950,916	2,605	325%	8,467	5,862	433%	11,281	2,814	3,343	6,216	0
4	Subtotal	3,188,551	8,736		26,570	17,834		35,398	8,828	18,499	97,920	
	Potable Fire Service											
5	Public Fire	0	0		425	425		5,095	4,670	0	0	1,098
6	Fire Service (PP5)	0	0		57	57		680	624	5,865	1,404	147
7	Subtotal	0	0		481	481		5,775	5,294	5,865	1,404	1,245
8	Total Potable Water System	3,188,551	8,736		27,051	18,316		41,173	14,122	24,364	99,324	1,245

Table 9-23 Units Cost of Service (Potable Water)

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production	Debt Service
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		($)	($)	($)	($)	($)	($)	($)		
	Potable Water - Unit Cost of Service									
1	Net Operating Expense	16,073,250	10,037,750	3,505,600	465,200	384,400	497,400	304,800	878,100	0
2	Debt Service	4,169,700	2,293,300	0	0	0	0	0	0	1,876,400
3	Capital Costs	1,657,650	932,050	459,800	69,300	82,900	0	52,600	61,000	0
4	Total Cost of Service	$ 21,900,600	$ 13,263,100	$ 3,965,400	$ 534,500	$ 467,300	$ 497,400	$ 357,400	$ 939,100	$ 1,876,400
5	Units of Service		3,188,551	18,316	14,122	24,364	99,324	1,245	18,499	18,499
6	Units of Measure		HCF	HCF/Day	HCF/Day	Eq. Meter	Bill	Eq. Hydrant	Eq. Meter	Eq. Meter
7	Cost per Unit (Line 4 / Line 5)		$ 4.16	$ 216.50	$ 37.85	$ 19.18	$ 5.01	$ 287.15	$ 50.76	$ 101.43
8	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter

Table 9-24 Distribution of Costs to Customer Classes (Potable Water)

Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production [1]	Debt Service [1]
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		($)	($)	($)	($)	($)	($)	($)		
1	Cost per Unit		$ 4.16	$ 216.50	$ 37.85	$ 19.18	$ 5.01	$ 287.15	$ 50.76	$ 101.43
2	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter
	Potable Water									
	Group 1									
3	Units		6,372	52	23	294	240	0	294	294
4	Allocation of costs of service	90,200	26,500	11,300	900	5,600	1,200	0	14,900	29,800
	Group 2									
5	Units		2,231,262	11,920	5,991	14,863	91,464	0	14,863	14,863
6	Allocation of costs of service	15,093,800	9,281,200	2,580,800	226,700	285,100	458,000	0	754,500	1,507,500
	Group 3									
7	Units		950,916	5,862	2,814	3,343	6,216	0	3,343	3,343
8	Allocation of costs of service	5,935,100	3,955,400	1,269,100	106,500	64,100	31,200	0	169,700	339,100
	Public Fire									
9	Units		0	425	4,670	0	0	1,098	0	0
10	Allocation of costs of service	584,000	0	91,900	176,800	0	0	315,300	0	0
	Fire Service (PPS)									
11	Units		0	57	624	5,865	1,404	147	0	0
12	Allocation of costs of service	197,500	0	12,300	23,600	112,500	7,000	42,100	0	0
13	TOTAL COSTS OF SERVICE	$ 21,900,600	$ 13,263,100	$ 3,965,400	$ 534,500	$ 467,300	$ 497,400	$ 357,400	$ 939,100	$ 1,876,400
	Details for Table 4-9 in the derivation of peaking costs. Section 4.2.3.1.4 for explanation.									
	Group 2 Tier 1									
14	Units			3,876	2,194					
15	Allocation of costs of service	922,300		839,300	83,000					
	Group 2 Tier 2									
16	Units			7,916	3,755					
17	Allocation of costs of service	1,856,000		1,713,900	142,100					

[1] Units for Water Production and Debt Service are equivalent Meters units as the allocation is based on Equivalent Meters. The exception is that Water Production and Debt Service have no Fire Service Allocation thus no units.

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Table 9-25 Cost of Service Revenue from Rates (Potable Water)

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expenses	9,321,200	0	9,321,200
2	Water Supply	11,101,600	0	11,101,600
3	Debt Service	0	4,170,300	4,170,300
4	Transfers	274,650	1,040,300	1,314,950
5	Subtotal	20,697,450	5,210,600	25,908,050
	Less Revenue Requirements Met from Other Sources			
6	PVCWD Revenue	1,090,600	0	1,090,600
7	Other Operating Revenue	64,000	0	64,000
8	Other Non-Operating Revenue	1,076,400	0	1,076,400
9	Subtotal	2,231,000	0	2,231,000
	Adjustments			
10	Adj for Annual Cash Balance	0	(50)	(50)
11	Subtotal	(200)	(50)	(250)
12	Cost of Service to be Recovered from	$ 18,466,650	$ 5,210,650	$ 23,677,300

Table 9-26 Allocation of O&M Expenditures (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Operating Expenses								
1	Production								
2	Water Purchase	81.9%	0.0%	0.0%	0.0%	0.0%	0.0%	18.1%	[1]
3	Production Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
4	Pumping Power	50.3%	46.7%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
5	CamSan	81.9%	0.0%	0.0%	0.0%	0.0%	0.0%	18.1%	[1]
6	Salaries and Benefits	30.3%	28.2%	11.1%	7.6%	19.8%	3.0%	0.0%	[2]
7	Contracts & Professional Services								
8	Outside Contracts	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
9	Professional Services	68.0%	21.4%	7.6%	0.0%	0.0%	3.0%	0.0%	[2]
10	Services & Supplies	46.8%	0.0%	0.0%	50.2%	0.0%	3.0%	0.0%	[2]
11	Utilities	92.6%	4.4%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
12	Pipeline Repairs	32.1%	29.7%	9.7%	25.5%	0.0%	3.0%	0.0%	[2]
13	Small Tools & Equipment	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
14	Materials & Supplies	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
15	Repair Parts & Equipment Maint	51.0%	46.0%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
16	Fees and Charges	89.4%	7.6%	0.0%	0.0%	0.0%	3.0%	0.0%	[2]
17	Transfers	81.9%	0.0%	0.0%	0.0%	0.0%	0.0%	18.1%	[1]

[1] Fixed/Variable Import Water Charges

[2] Allocations are based on actual costs for FY 2023. See Appendix A for more details.

Table 9-27 Allocation of $ O&M Expenditures (Potable Water)

Line No.	Description	(1) Total Costs	(2) Common to All Customers: Base	(3) Common to All Customers: Extra Capacity	(4) Common to All Customers: Extra Capacity	(5) Customer	(6) Customer	(7) Fire Protection	(8) Water Production
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.		
		($)	($)	($)	($)	($)	($)	($)	($)
	Operating Expenses								
1	Production								
2	Water Purchase	6,809,300	5,578,900	0	0	0	0	0	1,230,400
3	Production Power	1,975,900	994,100	922,500	0	0	0	59,300	0
4	Pumping Power	1,619,800	815,000	756,200	0	0	0	48,600	0
5	CamSan	176,600	144,700	0	0	0	0	0	31,900
6	Salaries and Benefits	3,067,800	929,600	865,100	340,500	233,200	607,400	92,000	0
7	Contracts & Professional Services								
8	Outside Contracts	1,341,300	912,200	287,000	101,900	0	0	40,200	0
9	Professional Services	1,045,700	711,000	223,800	79,500	0	0	31,400	0
10	Services & Supplies	244,400	114,500	0	0	122,600	0	7,300	0
11	Utilities	83,500	77,300	3,700	0	0	0	2,500	0
12	Pipeline Repairs	440,500	141,500	130,800	42,700	112,300	0	13,200	0
13	Small Tools & Equipment	26,800	13,700	12,300	0	0	0	800	0
14	Materials & Supplies	892,600	455,200	410,600	0	0	0	26,800	0
15	Repair Parts & Equipment Maint	1,965,300	1,002,300	904,000	0	0	0	59,000	0
16	Fees and Charges	213,300	190,700	16,200	0	0	0	6,400	0
17	Transfers	274,650	225,050	0	0	0	0	0	49,600
18	Total O&M Expenses	$ 20,177,450	$ 12,305,750	$ 4,532,200	$ 564,600	$ 468,100	$ 607,400	$ 387,500	$ 1,311,900
	Less Other Revenue								
19	Miscellaneous Revenues	2,231,000	1,372,300	488,500	60,900	50,500	65,500	41,800	151,500
20	Other Adjustments	(200)	(200)	0	0	0	0	0	0
21	Net Operating Expenses	$ 17,946,650	$ 10,933,650	$ 4,043,700	$ 503,700	$ 417,600	$ 541,900	$ 345,700	$ 1,160,400

Table 9-28 Allocation of Capital Costs (Potable Water)

Line No.	Description	Common to All Customers					Fire Protection	Water Production	Allocation Basis
		Base	Extra Capacity		Customer				
		Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(%)	(%)	(%)	(%)	(%)	(%)	(%)	
	Plant Assets								
1	Water Production	81.93%	0.00%	0.00%	0.00%	0.00%	0.00%	18.07%	[1]
2	Pumping	81.93%	0.00%	0.00%	0.00%	0.00%	0.00%	18.07%	[1]
3	Treatment	50.31%	46.69%	0.00%	0.00%	0.00%	3.00%	0.00%	[2]
4	Transmission & Distribution	42.18%	39.16%	15.67%	0.00%	0.00%	3.00%	0.00%	[3]
5	Meters	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	[4]
6	Fire Hydrants	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	[5]
7	Land	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	[6]
8	General Plant	52.75%	27.74%	4.18%	7.67%	0.00%	3.17%	4.48%	[7]

[1] Fixed/Variable Import Water Charges
[2] Base/Max Day (adj for Fire)
[3] Base/Max Hour/Max Day (adj for Fire)
[4] Meters
[5] Fire Hydrants
[6] Base
[7] Average of above

Table 9-29 Allocation of $ Capital Costs (Potable Water)

Line No.	Description	(1) Total Costs (Net Book Value)	(2) Common to All Customers: Base: Base	(3) Common to All Customers: Extra Capacity: Max. Day	(4) Common to All Customers: Extra Capacity: Max. Hour	(5) Common to All Customers: Customer: Meters	(6) Common to All Customers: Customer: Cust/Bill.	(7) Fire Protection	(8) Water Production
		($)	($)	($)	($)	($)	($)	($)	($)
	Plant Assets								
1	Water Production	4,166,500	3,413,600	0	0	0	0	0	752,900
2	Pumping	1,547,500	1,267,900	0	0	0	0	0	279,600
3	Treatment	8,526,400	4,289,900	3,980,700	0	0	0	255,800	0
4	Transmission & Distribution	6,149,900	2,593,900	2,408,000	963,500	0	0	184,500	0
5	Meters	1,766,800	0	0	0	1,766,800	0	0	0
6	Fire Hydrants	290,500	0	0	0	0	0	290,500	0
7	Land	585,500	585,500	0	0	0	0	0	0
8	General Plant	587,500	309,900	163,000	24,600	45,100	0	18,600	26,300
9	Total Plant Assets	$ 23,620,600	$ 12,460,700	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 1,058,800
	Less Other Revenue								
10	Miscellaneous Revenues	0	0	0	0	0	0	0	0
11	Other Adjustments	(74)	(74)	0	0	0	0	0	0
12	Net Capital Expenses	$ 23,620,674	$ 12,460,774	$ 6,551,700	$ 988,100	$ 1,811,900	$ 0	$ 749,400	$ 1,058,800
13	Proxy for Allocation of Capital Costs (%)		52.8%	27.7%	4.2%	7.7%	0.0%	3.2%	4.5%
14	Capital Costs (TY)	$ 1,040,350	$ 576,650	$ 288,600	$ 43,500	$ 52,000	$ 0	$ 33,000	$ 46,600

Table 9-30 Units of Service (Potable Water and Non-Potable Water)

Line No.	Description	Consumption		Maximum Day			Maximum Hour			Meters	Cust/Bills	Fire Protection
		Annual	Avg. Day	Factor	Total	Extra	Factor	Total	Extra			
	Column Reference	(1)	(2)=(1)/365	(3)	(4)=(2)x(3)	(5)=(4)-(2)	(6)	(7)=(2)x(6)	(8)=(7)-(4)	(9)	(10)	(11)
	Units of Measure	(HCF)	(HCF/day)		(HCF/day)	(HCF/day)		(HCF/day)	(HCF/day)	(EMs)	(bills)	(EHs)
	Potable Water											
1	Group 1	6,372	17	398%	69	52	531%	93	23	294	240	0
2	Group 2	2,249,848	6,164	295%	18,184	12,020	393%	24,224	6,041	14,946	92,460	0
3	Group 3	950,916	2,605	325%	8,467	5,862	433%	11,281	2,814	3,343	6,216	0
4	Subtotal	3,207,136	8,787		26,720	17,934		35,598	8,878	18,582	98,916	
	Potable Fire Service											
5	Public Fire	0	0		425	425		5,095	4,670	0	0	1,098
6	Fire Service (PP5)	0	0		57	57		680	624	5,865	1,404	147
7	Subtotal	0	0		481	481		5,775	5,294	5,865	1,404	1,245
8	Total Potable Water System	3,207,136	8,787		27,202	18,415		41,373	14,172	24,447	100,320	1,245

Table 9-31 Units Cost of Service (Potable Water)

		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production	Debt Service
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		($)	($)	($)	($)	($)	($)	($)		
	Potable Water - Unit Cost of Service									
1	Net Operating Expense	18,466,650	11,359,650	4,043,700	503,700	417,600	541,900	345,700	1,254,400	0
2	Debt Service	4,170,300	2,085,100	0	0	0	0	0	0	2,085,200
3	Capital Costs	1,040,350	576,650	288,600	43,500	52,000	0	33,000	46,600	0
4	Total Cost of Service	$ 23,677,300	$ 14,021,400	$ 4,332,300	$ 547,200	$ 469,600	$ 541,900	$ 378,700	$ 1,301,000	$ 2,085,200
5	Units of Service		3,207,136	18,415	14,172	24,447	100,320	1,245	18,582	18,582
6	Units of Measure		HCF	HCF/Day	HCF/Day	Eq. Meter	Bill	Eq. Hydrant	Eq. Meter	Eq. Meter
7	Cost per Unit (Line 4 / Line 5)		$ 4.37	$ 235.26	$ 38.61	$ 19.21	$ 5.40	$ 304.26	$ 70.01	$ 112.21
8	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter

Table 9-32 Distribution of Costs to Customer Classes (Potable Water)

Line No.	Description	Total Costs	Common to All Customers					Fire Protection	Water Production [1]	Debt Service [1]
			Base	Extra Capacity		Customer				
			Base	Max. Day	Max. Hour	Meters	Cust/Bill.			
		(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
		($)	($)	($)	($)	($)	($)	($)		
1	Cost per Unit		$ 4.37	$ 235.26	$ 38.61	$ 19.21	$ 5.40	$ 304.26	$ 70.01	$ 112.21
2	Units of Measure		per HCF	per HCF/Day	per HCF/Day	per Eq. Meter	per Bill	Per Eq. Hydrant	per Eq. Meter	per Eq. Meter
	Potable Water									
	Group 1									
3	Units		6,372	52	23	294	240	0	294	294
4	Allocation of costs of service	101,600	27,900	12,200	900	5,700	1,300	0	20,600	33,000
	Group 2									
5	Units		2,249,848	12,020	6,041	14,946	92,460	0	14,946	14,946
6	Allocation of costs of service	16,407,200	9,836,200	2,827,800	233,200	287,100	499,400	0	1,046,400	1,677,100
	Group 3									
7	Units		950,916	5,862	2,814	3,343	6,216	0	3,343	3,343
8	Allocation of costs of service	6,351,900	4,157,300	1,379,100	108,700	64,100	33,600	0	234,000	375,100
	Public Fire									
9	Units		0	425	4,670	0	0	1,098	0	0
10	Allocation of costs of service	614,300	0	99,900	180,300	0	0	334,100	0	0
	Fire Service (PPS)									
11	Units		0	57	624	5,865	1,404	147	0	0
12	Allocation of costs of service	202,300	0	13,300	24,100	112,700	7,600	44,600	0	0
13	TOTAL COSTS OF SERVICE	$ 23,677,300	$ 14,021,400	$ 4,332,300	$ 547,200	$ 469,600	$ 541,900	$ 378,700	$ 1,301,000	$ 2,085,200
	Details for Table 4-9 in the derivation of peaking costs. Section 4.2.3.1.4 for explanation.									
	Group 2 Tier 1									
14	Units			3,907	2,211					
15	Allocation of costs of service	1,004,500		919,100	85,400					
	Group 2 Tier 2									
16	Units			7,986	3,788					
17	Allocation of costs of service	2,025,000		1,878,700	146,300					

[1] Units for Water Production and Debt Service are equivalent Meters units as the allocation is based on Equivalent Meters. The exception is that Water Production and Debt Service have no Fire Service Allocation thus no units.

10.0 Appendix C – Sewer Cost of Service Tables (2026-2029)

Fiscal Year 2026

Table 10-1 Cost of Service Revenue from Rates

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expense	5,118,000	0	5,118,000
2	Debt Service Requirements	0	190,600	190,600
3	Transfers	172,900	892,500	1,065,400
4	Subtotal	$ 5,290,900	$ 1,083,100	$ 6,374,000
	Less Revenue Requirements Met from Other Sources			
5	Other Operating Revenue	17,000	0	17,000
6	Interest from Operations	201,200	0	201,200
7	Subtotal	$ 218,200	$ 0	$ 218,200
	Adjustments			
8	Adj for Annual Cash Balance	(100)	0	(100)
9	Subtotal	$ (100)	$ 0	$ (100)
10	Cost of Service to be Recovered from	$ 5,072,800	$ 1,083,100	$ 6,155,900

Table 10-2 Allocation of O&M Expenditures

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Operation & Maintenance						
1	Water Production	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Salaries and Benefits	30.00%	25.00%	25.00%	20.00%	0.00%	[2]
3	Salaries and Benefits - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
	Contracts & Professional Services						
4	Outside Contracts	49.99%	25.00%	25.00%	0.00%	0.00%	[3]
5	Outside Contracts - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
6	Professional Services	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
7	Services & Supplies	27.75%	24.21%	24.21%	23.83%	0.00%	[5]
8	Utilities	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
9	Utilities - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
10	Materials & Supplies	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
11	Repair Parts & Equipment Maint	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
12	Transfers	100.00%	0.00%	0.00%	0.00%	0.00%	[1]

[1] All Volume
[2] Volume/Strength/Customer
[3] Volume/Strength/Customer/TO
[4] Volume/Strength
[5] Volume/Strength/Customer (avg of all other cost items)
[6] Volume/Strength
[7] Thousand Oaks

Table 10-3 Allocation of $ O&M Expenditures

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Operation & Maintenance						
1	Water Production	13,200	13,200	0	0	0	0
2	Salaries and Benefits	2,274,400	682,300	568,600	568,600	454,900	0
3	Salaries and Benefits - T.O.	800	0	0	0	0	800
	Contracts & Professional Services						
4	Outside Contracts	1,453,000	726,400	363,300	363,300	0	0
5	Outside Contracts - T.O.	8,300	0	0	0	0	8,300
6	Professional Services	661,100	330,500	165,300	165,300	0	0
7	Services & Supplies	334,100	92,700	80,900	80,900	79,600	0
8	Utilities	29,300	14,700	7,300	7,300	0	0
9	Utilities - T.O.	3,200	0	0	0	0	3,200
10	Materials & Supplies	193,700	116,300	38,700	38,700	0	0
11	Repair Parts & Equipment Maint	146,900	88,100	29,400	29,400	0	0
12	Transfers	172,900	172,900	0	0	0	0
13	Total O&M Expenses	$ 5,290,900	$ 2,237,100	$ 1,253,500	$ 1,253,500	$ 534,500	$ 12,300
	Less Other Revenue						
14	Miscellaneous Revenues	218,200	92,500	51,800	51,800	22,100	0
15	Other Adjustments	(100)	(100)	0	0	0	0
16	Net Operating Expenses	$ 5,072,800	$ 2,144,700	$ 1,201,700	$ 1,201,700	$ 512,400	$ 12,300

Table 10-4 Allocation of Capital Costs

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Plant Assets						
1	Collection	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Lift Station	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
3	Treatment	50.00%	25.00%	25.00%	0.00%	0.00%	[2]
4	Land	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
5	General Plant	80.00%	10.00%	10.00%	0.00%	0.00%	[2]

[1] All Volume
[2] Volume/Strength

Table 10-5 Allocation of $ Capital Costs

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Plant Assets						
1	Collection	4,923,800	4,923,800	0	0	0	0
2	Lift Station	42,300	42,300	0	0	0	0
3	Treatment	8,878,700	4,439,300	2,219,700	2,219,700	0	0
4	Land	393,300	393,300	0	0	0	0
5	General Plant	362,100	289,700	36,200	36,200	0	0
6	Total Plant Assets	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
	Less Other Revenue						
7	Miscellaneous Revenues	0	0	0	0	0	0
8	Other Adjustments	0	0	0	0	0	0
9	Net Operating Expenses	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
10	Proxy for Allocation of Capital Costs (%)		69.1%	15.5%	15.5%	0.0%	0.0%
11	Capital Costs (TY)	$ 892,500	$ 616,700	$ 137,900	$ 137,900	$ 0	$ 0

Table 10-6 Units of Service

Line No.	Description	Contributed Units	Contributed Volume	Treated Volume	BOD Loadings Factor	BOD Loadings Loading	TSS Loadings Factor	TSS Loadings Loading	Bills
	Units of Measure	(EDUs)	(HCF)	(HCF)	(mg/L)	(lbs)	(mg/L)	(lbs)	(bills)
1	Customers Served by District	9,456	1,307,640	468,367	250	730,600	200	584,500	113,472
2	Customers Served by Thousand Oaks	18	24,290	7,423	250	11,600	200	9,200	216
3	Total	9,474	1,331,930	475,790		742,200		593,700	113,688
4	Total Wastewater System		1,331,930	475,790		742,200		593,700	113,688
5	Total Wastewater System (less through CWD)		1,307,640	468,367		730,600		584,500	113,472

Table 10-7 Units Cost of Service

Line No.	Description	Total Cost	Common to All Customers Volume	BOD	TSS	Customer	T.O.
1	Net Operating Expense	5,072,800	2,144,700	1,201,700	1,201,700	512,400	12,300
2	Debt Service	190,600	131,800	29,400	29,400	0	0
3	Capital Costs	892,500	616,700	137,900	137,900	0	0
4	Total Cost of Service	$ 6,155,900	$ 2,893,200	$ 1,369,000	$ 1,369,000	$ 512,400	$ 12,300
5	Units of Service		468,367	730,600	584,500	113,472	7,423
6	Units of Measure		HCF	lbs	lbs	bills	HCF
7	Cost per Unit (Line 4/Line 5)		$ 6.18	$ 1.87	$ 2.34	$ 4.52	$ 1.66
8	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF

Table 10-8 Distribution of Costs to Customer Classes

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
1	Cost per Unit		$ 6.18	$ 1.87	$ 2.34	$ 4.52	$ 1.66
2	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF
	Customers Served by District						
3	Units		468,367	730,600	584,500	113,472	0
4	Allocation of costs of service	$ 6,143,600	2,893,200	1,369,000	1,369,000	512,400	0
	Customers Served by Thousand Oaks						
5	Units		0	0	0	0	7,423
6	Allocation of costs of service	$ 12,300	0	0	0	0	12,300
7	TOTAL COSTS OF SERVICE	$ 6,155,900	$ 2,893,200	$ 1,369,000	$ 1,369,000	$ 512,400	$ 12,300

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Table 10-9 Cost of Service Revenue from Rates

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expense	5,265,800	0	5,265,800
2	Debt Service Requirements	0	509,600	509,600
3	Transfers	134,800	1,355,000	1,489,800
4	Subtotal	$ 5,400,600	$ 1,864,600	$ 7,265,200
	Less Revenue Requirements Met from Other Sources			
5	Other Operating Revenue	17,000	0	17,000
6	Interest from Operations	276,100	0	276,100
7	Subtotal	$ 293,100	$ 0	$ 293,100
	Adjustments			
8	Adj for Annual Cash Balance	(100)	0	(100)
9	Subtotal	$ (100)	$ 0	$ (100)
10	Cost of Service to be Recovered from	$ 5,107,600	$ 1,864,600	$ 6,972,200

Table 10-10 Allocation of O&M Expenditures

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Operation & Maintenance						
1	Water Production	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Salaries and Benefits	30.00%	25.00%	25.00%	20.00%	0.00%	[2]
3	Salaries and Benefits - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
	Contracts & Professional Services						
4	Outside Contracts	50.00%	25.00%	25.00%	0.00%	0.00%	[3]
5	Outside Contracts - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
6	Professional Services	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
7	Services & Supplies	27.52%	24.30%	24.30%	23.89%	0.00%	[5]
8	Utilities	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
9	Utilities - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
10	Materials & Supplies	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
11	Repair Parts & Equipment Maint	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
12	Transfers	100.00%	0.00%	0.00%	0.00%	0.00%	[1]

[1] All Volume
[2] Volume/Strength/Customer
[3] Volume/Strength/Customer/TO
[4] Volume/Strength
[5] Volume/Strength/Customer (avg of all other cost items)
[6] Volume/Strength
[7] Thousand Oaks

Table 10-11 Allocation of $ O&M Expenditures

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Operation & Maintenance						
1	Water Production	13,200	13,200	0	0	0	0
2	Salaries and Benefits	2,360,000	708,000	590,000	590,000	472,000	0
3	Salaries and Benefits - T.O.	800	0	0	0	0	800
	Contracts & Professional Services						
4	Outside Contracts	1,482,100	741,100	370,500	370,500	0	0
5	Outside Contracts - T.O.	8,500	0	0	0	0	8,500
6	Professional Services	674,300	337,100	168,600	168,600	0	0
7	Services & Supplies	344,100	94,700	83,600	83,600	82,200	0
8	Utilities	30,200	15,000	7,600	7,600	0	0
9	Utilities - T.O.	3,300	0	0	0	0	3,300
10	Materials & Supplies	199,500	119,700	39,900	39,900	0	0
11	Repair Parts & Equipment Maint	149,800	89,800	30,000	30,000	0	0
12	Transfers	134,800	134,800	0	0	0	0
13	Total O&M Expenses	$ 5,400,600	$ 2,253,400	$ 1,290,200	$ 1,290,200	$ 554,200	$ 12,600
	Less Other Revenue						
14	Miscellaneous Revenues	293,100	122,600	70,200	70,200	30,100	0
15	Other Adjustments	(100)	(100)	0	0	0	0
16	Net Operating Expenses	$ 5,107,600	$ 2,130,900	$ 1,220,000	$ 1,220,000	$ 524,100	$ 12,600

Table 10-12 Allocation of Capital Costs

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Plant Assets						
1	Collection	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Lift Station	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
3	Treatment	50.00%	25.00%	25.00%	0.00%	0.00%	[2]
4	Land	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
5	General Plant	80.00%	10.00%	10.00%	0.00%	0.00%	[2]
	[1] All Volume						
	[2] Volume/Strength						

Table 10-13 Allocation of $ Capital Costs

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Plant Assets						
1	Collection	4,923,800	4,923,800	0	0	0	0
2	Lift Station	42,300	42,300	0	0	0	0
3	Treatment	8,878,700	4,439,300	2,219,700	2,219,700	0	0
4	Land	393,300	393,300	0	0	0	0
5	General Plant	362,100	289,700	36,200	36,200	0	0
6	Total Plant Assets	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
	Less Other Revenue						
7	Miscellaneous Revenues	0	0	0	0	0	0
8	Other Adjustments	0	0	0	0	0	0
9	Net Operating Expenses	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
10	Proxy for Allocation of Capital Costs (%)		69.1%	15.5%	15.5%	0.0%	0.0%
11	Capital Costs (TY)	$ 1,355,000	$ 936,200	$ 209,400	$ 209,400	$ 0	$ 0

Table 10-14 Units of Service

Line No.	Description	Contributed Units	Contributed Volume	Treated Volume	BOD Loadings Factor	BOD Loadings Loading	TSS Loadings Factor	TSS Loadings Loading	Bills
	Units of Measure	(EDUs)	(HCF)	(HCF)	(mg/L)	(lbs)	(mg/L)	(lbs)	(bills)
1	Customers Served by District	9,649	1,350,982	490,039	250	764,400	200	611,500	115,788
2	Customers Served by Thousand Oaks	18	24,290	7,423	250	11,600	200	9,200	216
3	Total	9,667	1,375,272	497,461		776,000		620,700	116,004
4	Total Wastewater System		1,375,272	497,461		776,000		620,700	116,004
5	Total Wastewater System (less through CWD)		1,350,982	490,039		764,400		611,500	115,788

Table 10-15 Units Cost of Service

Line No.	Description	Total Cost	Common to All Customers Volume	BOD	TSS	Customer	T.O.
1	Net Operating Expense	5,107,600	2,130,900	1,220,000	1,220,000	524,100	12,600
2	Debt Service	509,600	352,200	78,700	78,700	0	0
3	Capital Costs	1,355,000	936,200	209,400	209,400	0	0
4	Total Cost of Service	$ 6,972,200	$ 3,419,300	$ 1,508,100	$ 1,508,100	$ 524,100	$ 12,600
5	Units of Service		490,039	764,400	611,500	115,788	7,423
6	Units of Measure		HCF	lbs	lbs	bills	HCF
7	Cost per Unit (Line 4/Line 5)		$ 6.98	$ 1.97	$ 2.47	$ 4.53	$ 1.70
8	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF

Table 10-16 Distribution of Costs to Customer Classes

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
1	Cost per Unit		$ 6.98	$ 1.97	$ 2.47	$ 4.53	$ 1.70
2	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF
	Customers Served by District						
3	Units		490,039	764,400	611,500	115,788	0
4	Allocation of costs of service	$ 6,959,600	3,419,300	1,508,100	1,508,100	524,100	0
	Customers Served by Thousand Oaks						
5	Units		0	0	0	0	7,423
6	Allocation of costs of service	$ 12,600	0	0	0	0	12,600
7	TOTAL COSTS OF SERVICE	$ 6,972,200	$ 3,419,300	$ 1,508,100	$ 1,508,100	$ 524,100	$ 12,600

Fiscal Year 2028

Table 10-17 Cost of Service Revenue from Rates

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expense	5,418,000	0	5,418,000
2	Debt Service Requirements	0	742,700	742,700
3	Transfers	135,400	1,985,700	2,121,100
4	Subtotal	$ 5,553,400	$ 2,728,400	$ 8,281,800
	Less Revenue Requirements Met from Other Sources			
5	Other Operating Revenue	17,000	0	17,000
6	Interest from Operations	371,200	0	371,200
7	Subtotal	$ 388,200	$ 0	$ 388,200
	Adjustments			
8	Adj for Annual Cash Balance	(100)	0	(100)
9	Subtotal	$ (100)	$ 0	$ (100)
10	Cost of Service to be Recovered from	$ 5,165,300	$ 2,728,400	$ 7,893,700

Table 10-18 Allocation of O&M Expenditures

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Operation & Maintenance						
1	Water Production	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Salaries and Benefits	30.00%	25.00%	25.00%	20.00%	0.00%	[2]
3	Salaries and Benefits - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
	Contracts & Professional Services						
4	Outside Contracts	50.00%	25.00%	25.00%	0.00%	0.00%	[3]
5	Outside Contracts - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
6	Professional Services	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
7	Services & Supplies	27.58%	24.27%	24.27%	23.88%	0.00%	[5]
8	Utilities	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
9	Utilities - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
10	Materials & Supplies	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
11	Repair Parts & Equipment Maint	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
12	Transfers	100.00%	0.00%	0.00%	0.00%	0.00%	[1]

[1] All Volume
[2] Volume/Strength/Customer
[3] Volume/Strength/Customer/TO
[4] Volume/Strength
[5] Volume/Strength/Customer (avg of all other cost items)
[6] Volume/Strength
[7] Thousand Oaks

Table 10-19 Allocation of $ O&M Expenditures

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Operation & Maintenance						
1	Water Production	13,200	13,200	0	0	0	0
2	Salaries and Benefits	2,448,700	734,600	612,200	612,200	489,700	0
3	Salaries and Benefits - T.O.	800	0	0	0	0	800
	Contracts & Professional Services						
4	Outside Contracts	1,511,700	755,900	377,900	377,900	0	0
5	Outside Contracts - T.O.	8,700	0	0	0	0	8,700
6	Professional Services	687,800	343,800	172,000	172,000	0	0
7	Services & Supplies	354,300	97,700	86,000	86,000	84,600	0
8	Utilities	31,100	15,500	7,800	7,800	0	0
9	Utilities - T.O.	3,400	0	0	0	0	3,400
10	Materials & Supplies	205,500	123,300	41,100	41,100	0	0
11	Repair Parts & Equipment Maint	152,800	91,600	30,600	30,600	0	0
12	Transfers	135,400	135,400	0	0	0	0
13	Total O&M Expenses	$ 5,553,400	$ 2,311,000	$ 1,327,600	$ 1,327,600	$ 574,300	$ 12,900
	Less Other Revenue						
14	Miscellaneous Revenues	388,200	162,000	93,000	93,000	40,200	0
15	Other Adjustments	(100)	(100)	0	0	0	0
16	Net Operating Expenses	$ 5,165,300	$ 2,149,100	$ 1,234,600	$ 1,234,600	$ 534,100	$ 12,900

Table 10-20 Allocation of Capital Costs

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Plant Assets						
1	Collection	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Lift Station	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
3	Treatment	50.00%	25.00%	25.00%	0.00%	0.00%	[2]
4	Land	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
5	General Plant	80.00%	10.00%	10.00%	0.00%	0.00%	[2]

[1] All Volume
[2] Volume/Strength

Table 10-21 Allocation of $ Capital Costs

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Plant Assets						
1	Collection	4,923,800	4,923,800	0	0	0	0
2	Lift Station	42,300	42,300	0	0	0	0
3	Treatment	8,878,700	4,439,300	2,219,700	2,219,700	0	0
4	Land	393,300	393,300	0	0	0	0
5	General Plant	362,100	289,700	36,200	36,200	0	0
6	Total Plant Assets	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
	Less Other Revenue						
7	Miscellaneous Revenues	0	0	0	0	0	0
8	Other Adjustments	0	0	0	0	0	0
9	Net Operating Expenses	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
10	Proxy for Allocation of Capital Costs (%)		69.1%	15.5%	15.5%	0.0%	0.0%
11	Capital Costs (TY)	$ 1,985,700	$ 1,372,100	$ 306,800	$ 306,800	$ 0	$ 0

Table 10-22 Units of Service

Line No.	Description	Contributed Units	Contributed Volume	Treated Volume	BOD Loadings Factor	BOD Loadings Loading	TSS Loadings Factor	TSS Loadings Loading	Bills
	Units of Measure	(EDUs)	(HCF)	(HCF)	(mg/L)	(lbs)	(mg/L)	(lbs)	(bills)
1	Customers Served by District	9,842	1,394,324	511,710	250	798,200	200	638,600	118,104
2	Customers Served by Thousand Oaks	18	24,290	7,423	250	11,600	200	9,200	216
3	Total	9,860	1,418,614	519,132		809,800		647,800	118,320
4	Total Wastewater System		1,418,614	519,132		809,800		647,800	118,320
5	Total Wastewater System (less through CWD)		1,394,324	511,710		798,200		638,600	118,104

Table 10-23 Units Cost of Service

Line No.	Description	Total Cost	Common to All Customers Volume	BOD	TSS	Customer	T.O.
1	Net Operating Expense	5,165,300	2,149,100	1,234,600	1,234,600	534,100	12,900
2	Debt Service	742,700	513,100	114,800	114,800	0	0
3	Capital Costs	1,985,700	1,372,100	306,800	306,800	0	0
4	Total Cost of Service	$ 7,893,700	$ 4,034,300	$ 1,656,200	$ 1,656,200	$ 534,100	$ 12,900
5	Units of Service		511,710	798,200	638,600	118,104	7,423
6	Units of Measure		HCF	lbs	lbs	bills	HCF
7	Cost per Unit (Line 4/Line 5)		$ 7.88	$ 2.07	$ 2.59	$ 4.52	$ 1.74
8	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF

Table 10-24 Distribution of Costs to Customer Classes

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
1	Cost per Unit		$ 7.88	$ 2.07	$ 2.59	$ 4.52	$ 1.74
2	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF
	Customers Served by District						
3	Units		511,710	798,200	638,600	118,104	0
4	Allocation of costs of service	$ 7,880,800	4,034,300	1,656,200	1,656,200	534,100	0
	Customers Served by Thousand Oaks						
5	Units		0	0	0	0	7,423
6	Allocation of costs of service	$ 12,900	0	0	0	0	12,900
7	TOTAL COSTS OF SERVICE	$ 7,893,700	$ 4,034,300	$ 1,656,200	$ 1,656,200	$ 534,100	$ 12,900

Fiscal Year 2029

Table 10-25 Cost of Service Revenue from Rates

Line No.	Description	Operating Expense	Capital Cost	Total Cost
		($)	($)	($)
	Revenue Requirements			
1	O&M Expense	5,575,100	0	5,575,100
2	Debt Service Requirements	0	738,700	738,700
3	Transfers	136,200	2,629,300	2,765,500
4	Subtotal	$ 5,711,300	$ 3,368,000	$ 9,079,300
	Less Revenue Requirements Met from Other Sources			
5	Other Operating Revenue	17,000	0	17,000
6	Interest from Operations	300,400	0	300,400
7	Subtotal	$ 317,400	$ 0	$ 317,400
	Adjustments			
8	Adj for Annual Cash Balance	(100)	0	(100)
9	Subtotal	$ (100)	$ 0	$ (100)
10	Cost of Service to be Recovered from	$ 5,394,000	$ 3,368,000	$ 8,762,000

Table 10-26 Allocation of O&M Expenditures

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Operation & Maintenance						
1	Water Production	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Salaries and Benefits	30.00%	25.00%	25.00%	20.00%	0.00%	[2]
3	Salaries and Benefits - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
	Contracts & Professional Services						
4	Outside Contracts	50.00%	25.00%	25.00%	0.00%	0.00%	[3]
5	Outside Contracts - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
6	Professional Services	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
7	Services & Supplies	27.55%	24.29%	24.29%	23.88%	0.00%	[5]
8	Utilities	50.00%	25.00%	25.00%	0.00%	0.00%	[4]
9	Utilities - T.O.	0.00%	0.00%	0.00%	0.00%	100.00%	[7]
10	Materials & Supplies	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
11	Repair Parts & Equipment Maint	60.00%	20.00%	20.00%	0.00%	0.00%	[6]
12	Transfers	100.00%	0.00%	0.00%	0.00%	0.00%	[1]

[1] All Volume
[2] Volume/Strength/Customer
[3] Volume/Strength/Customer/TO
[4] Volume/Strength
[5] Volume/Strength/Customer (avg of all other cost items)
[6] Volume/Strength
[7] Thousand Oaks

Table 10-27 Allocation of $ O&M Expenditures

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Operation & Maintenance						
1	Water Production	13,200	13,200	0	0	0	0
2	Salaries and Benefits	2,540,700	762,200	635,200	635,200	508,100	0
3	Salaries and Benefits - T.O.	800	0	0	0	0	800
	Contracts & Professional Services						
4	Outside Contracts	1,541,900	770,900	385,500	385,500	0	0
5	Outside Contracts - T.O.	9,000	0	0	0	0	9,000
6	Professional Services	701,600	350,800	175,400	175,400	0	0
7	Services & Supplies	364,800	100,500	88,600	88,600	87,100	0
8	Utilities	32,000	16,000	8,000	8,000	0	0
9	Utilities - T.O.	3,500	0	0	0	0	3,500
10	Materials & Supplies	211,700	127,100	42,300	42,300	0	0
11	Repair Parts & Equipment Maint	155,900	93,500	31,200	31,200	0	0
12	Transfers	136,200	136,200	0	0	0	0
13	Total O&M Expenses	$ 5,711,300	$ 2,370,400	$ 1,366,200	$ 1,366,200	$ 595,200	$ 13,300
	Less Other Revenue						
14	Miscellaneous Revenues	317,400	132,000	76,100	76,100	33,200	0
15	Other Adjustments	(100)	(100)	0	0	0	0
16	Net Operating Expenses	$ 5,394,000	$ 2,238,500	$ 1,290,100	$ 1,290,100	$ 562,000	$ 13,300

Table 10-28 Allocation of Capital Costs

Line No.	Description	Common to All Customers					Allocation Basis
		Volume	BOD	TSS	Customer	T.O.	
		(%)	(%)	(%)	(%)	(%)	
	Plant Assets						
1	Collection	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
2	Lift Station	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
3	Treatment	50.00%	25.00%	25.00%	0.00%	0.00%	[2]
4	Land	100.00%	0.00%	0.00%	0.00%	0.00%	[1]
5	General Plant	80.00%	10.00%	10.00%	0.00%	0.00%	[2]

[1] All Volume
[2] Volume/Strength

Table 10-29 Allocation of $ Capital Costs

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
		($)	($)	($)	($)	($)	($)
	Plant Assets						
1	Collection	4,923,800	4,923,800	0	0	0	0
2	Lift Station	42,300	42,300	0	0	0	0
3	Treatment	8,878,700	4,439,300	2,219,700	2,219,700	0	0
4	Land	393,300	393,300	0	0	0	0
5	General Plant	362,100	289,700	36,200	36,200	0	0
6	Total Plant Assets	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
	Less Other Revenue						
7	Miscellaneous Revenues	0	0	0	0	0	0
8	Other Adjustments	0	0	0	0	0	0
9	Net Operating Expenses	$ 14,600,200	$ 10,088,400	$ 2,255,900	$ 2,255,900	$ 0	$ 0
10	Proxy for Allocation of Capital Costs (%)		69.1%	15.5%	15.5%	0.0%	0.0%
11	Capital Costs (TY)	$ 2,629,300	$ 1,816,700	$ 406,300	$ 406,300	$ 0	$ 0

Table 10-30 Units of Service

Line No.	Description	Contributed Units	Contributed Volume	Treated Volume	BOD Loadings Factor	BOD Loadings Loading	TSS Loadings Factor	TSS Loadings Loading	Bills
	Units of Measure	(EDUs)	(HCF)	(HCF)	(mg/L)	(lbs)	(mg/L)	(lbs)	(bills)
1	Customers Served by District	9,842	1,394,324	511,709	250	798,200	200	638,600	118,104
2	Customers Served by Thousand Oaks	18	24,290	7,423	250	11,600	200	9,200	216
3	Total	9,860	1,418,614	519,132		809,800		647,800	118,320
4	Total Wastewater System		1,418,614	519,132		809,800		647,800	118,320
5	Total Wastewater System (less through CWD)		1,394,324	511,709		798,200		638,600	118,104

Table 10-31 Units Cost of Service

Line No.	Description	Total Cost	Common to All Customers Volume	BOD	TSS	Customer	T.O.
1	Net Operating Expense	5,394,000	2,238,500	1,290,100	1,290,100	562,000	13,300
2	Debt Service	738,700	510,500	114,100	114,100	0	0
3	Capital Costs	2,629,300	1,816,700	406,300	406,300	0	0
4	Total Cost of Service	$ 8,762,000	$ 4,565,700	$ 1,810,500	$ 1,810,500	$ 562,000	$ 13,300
5	Units of Service		511,709	798,200	638,600	118,104	7,423
6	Units of Measure		HCF	lbs	lbs	bills	HCF
7	Cost per Unit (Line 4/Line 5)		$ 8.92	$ 2.27	$ 2.84	$ 4.76	$ 1.79
8	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF

Table 10-32 Distribution of Costs to Customer Classes

Line No.	Description	Total Cost	Common to All Customers				
			Volume	BOD	TSS	Customer	T.O.
1	Cost per Unit		$ 8.92	$ 2.27	$ 2.84	$ 4.76	$ 1.79
2	Units of Measure		per HCF	per lbs	per lbs	per bill	per HCF
	Customers Served by District						
3	Units		511,709	798,200	638,600	118,104	0
4	Allocation of costs of service	$ 8,748,700	4,565,700	1,810,500	1,810,500	562,000	0
	Customers Served by Thousand Oaks						
5	Units		0	0	0	0	7,423
6	Allocation of costs of service	$ 13,300	0	0	0	0	13,300
7	TOTAL COSTS OF SERVICE	$ 8,762,000	$ 4,565,700	$ 1,810,500	$ 1,810,500	$ 562,000	$ 13,300

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: **Miscellaneous Fees and Charges**

Objective: Update Miscellaneous Fees and Charges schedule.

Action Required: No action necessary; for information only.

Discussion: The last Miscellaneous Fees and Charges schedule was adopted by the Board in July 2007. Staff have analyzed the cost to the District for these services and have updated the schedule accordingly. The final schedule will be included in the District's *Schedule of Rates, Charges for Water and Sanitary Services* and presented at the Board meeting to set the public hearing for the new rate schedule.

DRAFT Miscellaneous Fees and Charges

Effective July 2024

Service	Existing Fee	Proposed Fee	Description of charge
Account Set-up/Turn-on Fee	$10.00	$20.00	Set up an account
Cross-Connection Administration Fee	$1.25/mo	$1.50/mo/device	Administration of the cross-connection control program
Door Hanger Fee	$25.00	$60.00	Customer notification via doorhanger of pending shut-off
Fire Hydrant Meter	$75.00 Fee $1000.00 Deposit	$80.00 Maintenance Fee $1000.00 Deposit	Set up account and install meter, plus damages. Any damages will be subject to costs stated on the agreement
Inspection Fees	$50.00/hour	$210.00/hour	Minimum hourly fee for inspection services as required for a specific job
Meter Relocation Fee	Labor and Materials	Labor and Materials	Estimate will be provided
Meter Size Change	Labor and Materials	Labor and Materials	Estimate will be provided
Disconnection/Reconnection Fee	$50.00/$75.00	$60.00	Disconnecting/reconnecting service due to delinquency
After Hours Reconnection Fee	$25.00	$119.00	Reconnection after hours
Rejected Payment Fee	$50.00	$40.00	Assessed for each rejected payment
Temporary 4” Agricultural Meter (w/ Backflow Device)	$75.00 Fee $2000.00 Deposit	$340.00 Fee $5000.00 Deposit	Installation and removal of a temporary meter
Meter testing		$1000.00 Deposit Labor and Materials	Charged per Ordinance 40
Backflow Non-Compliance		$200.00	Failure to test after 2 notices from County of Ventura
Disconnection Notice for Delinquency		$40.00	Customer notification via mail of pending shut-off.
Water Theft: Metering Equipment Tampering		$130/$700/$1300 + labor and materials	Allowable under Gov Code Section 53069.45
All other water theft		$1000/$2000/$3000 + labor and materials	Allowable under Gov Code Section 53069.45
Meter Inaccessible Fee		$100.00 1st occurrence $200.00 2nd occurrence $500.00 3rd and subsequent occurrence per year (adjustable after corrective action by customer)	Obstructed meter that cannot be accessed to perform reading, maintenance, inspection, etc.

Late Fee and Interest Charge		10% past due bill and 1.5% of older past due balance	Charged per Ordinance 40
Developer: Inspection Fee		3 ½ % of the first $25,000 2 ½ % of the next $75,000 1 ¾ % of over $100,000	Inspection Fee for developments
Miscellaneous Engineering		$110.00/hour	Miscellaneous Engineering services
Construction Water	$15.00 per lot	$25.00 per lot	New development charge
ADU Application Fee		$220.00	Application Fee for ADU

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Norman Huff, Interim General Manager

Subject: **Prop. 218 Notification and Protest Policy Resolution**

Objective: Adopt a Prop. 218 notification and protest policy.

Action Required: Adopt Resolution 24-02 establishing a Prop. 218 Notification and Protest Policy.

Discussion: Article XIIID, Section 6 of the California Constitution requires the Board of Directors to consider written protests to certain proposed increases to utility charges prior to approval. This constitutional provision does not offer specific guidance as to who may submit protests, how written protests are to be submitted, or how the District is to tabulate protests. Attorney Michael Colantuono, the District's Prop. 218 legal specialist, has recommended that the District adopt a Resolution approving guidelines for notification as well as the submission and tabulation of protests in connection with rate hearings conducted pursuant to Article XIIID, Section 6 of the California Constitution.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Resolution No: 24-02

A Resolution of the Board of Directors
of Camrosa Water District

Adopting Guidelines for the Notice Delivery and Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIIID, Section 6 of the California Constitution

Whereas, Article XIIID, Section 6 of the California Constitution requires the Board of Directors to consider written protests to certain proposed increases to utility charges; and

Whereas, this constitutional provision does not offer specific guidance as to who may submit protests, how written protests are to be submitted, or how the District is to tabulate protests.

Whereas, upon adoption of this resolution, any and all resolutions, or rules or regulations of this District in conflict with it, shall be repealed and shall have no further force or effect. This resolution supersedes all prior resolutions of the District to the extent that such resolutions established guidelines for the submission and tabulation of protests in connection with rate hearings conducted by the District pursuant to Article XIIID, Section 6 of the California Constitution.

Now, Therefore, Be It Resolved by the Board of Directors of the Camrosa Water District that when notice of a public hearing with respect to the adoption or increase of Water or Wastewater charges has been given by the District pursuant to Article XIIID, Section 6(a) of the California Constitution, the following shall apply:

SECTION 1: Definitions.

Unless the context plainly indicates another meaning was intended, the following definitions shall apply in construction of these guidelines.

A. "Parcel" means a County Assessor's parcel the owner or occupant of which is subject to the proposed charge that is the subject of the hearing.

B. "Record customer" and "customer of record" mean the person or persons whose name or names appear on the District records as the person who has contracted for, or is obligated to pay for, utility services to a particular utility account.

C. A "fee protest proceeding" is not an election, but the District Secretary of the Board will maintain the confidentiality of protests as provided below and will maintain the security and integrity of protests at all times.

SECTION 2: Notice Delivery.

Notice of proposed rates and public hearing shall be as follows:

A. The District shall give notice of proposed charges via U.S. mail to all customers of record served by the District.

B. The District will post the notice of proposed charges and public hearing at its official posting sites.

SECTION 3: Protest Submittal.

A. Any customer of record who is subject to the proposed utility charge that is the subject of the hearing may submit a written protest to the District Secretary of the Board, by:

   (i) Delivery to the District's Secretary of the Board at 7385 Santa Rosa Rd., Camarillo, CA 93012, during published business hours.

   (ii) Mail to the District's Secretary of the Board at 7385 Santa Rosa Rd., Camarillo, CA 93012, or

   (iii) Personally submitting the protest at the public hearing.

B. Protests must be received by the end of the public hearing, including those mailed to the District. No postmarks will be accepted; therefore, any protest not physically received by the close of the hearing, whether or not mailed prior to the hearing, shall not be counted.

C. Because an original signature is required, emailed, faxed and photocopied protests shall not be counted.

D. Although oral comments at the public hearing will not qualify as a formal protest, unless accompanied by a written protest, the Board of Directors welcomes input from the community during the public hearing on the proposed charges.

SECTION 4: Protest Requirements.

A. A written protest must include:

   (i) A statement that it is a protest against the proposed charge that is the subject of the hearing.

   (ii) Name of the customer of record who is submitting the protest;

   (iii) Identification of assessor's parcel number, street address, or utility account number of the parcel with respect to which the protest is made;

   (iv) Original signature and legibly printed name of the customer of record who is submitting the protest.

B. Protests shall not be counted if any of the required elements (i thru iv) outlined in the preceding subsection "A." are omitted.

SECTION 5: Protest Withdrawal.

Any person who submits a protest may withdraw it by submitting to the District's Secretary of the Board a written request that the protest be withdrawn. The withdrawal of a protest shall contain sufficient information to identify the affected parcel and the name of the record owner or customer of record who submitted both the protest and the request that it be withdrawn.

SECTION 6: Multiple Customers of Record.

A. Each customer of record of a parcel served by the District may submit a protest. This includes instances where:
   (i) A parcel is owned by more than one record owner or more than one name appears on the District's records as the customer of record for a parcel, or
   (ii) A customer of record is not the parcel owner, or
   (iii) A parcel includes more than one parcel owner, or
   (iv) Multiple parcels are served via a single utility account, as a master-metered utility account.
B. However, only one protest will be counted per parcel as provided by Government Code Section 53755(b).
C. Although only one protest will be counted per parcel, the Board of Directors will take into consideration the protests received from any master-metered communities served by the District before approving the proposed charges.

SECTION 7: Transparency, Confidentiality, and Disclosure.

To ensure transparency and accountability in the fee protest tabulation, while protecting the privacy rights of customers of record, protests will be maintained in confidence with the Secretary of the Board who will notify the Board of Directors of the final tabulation of all valid protests at the conclusion of the public hearing.

SECTION 8: District's Secretary of the Board Shall Determine Valid Protests.

The District Secretary of the Board shall not accept as valid any protest if they determine that any of the following is true:

A. The protest does not state its opposition to the proposed charges.
B. The protest does not name the record customer of the parcel identified in the protest as of the date of the public hearing.
C. The protest does not identify a parcel served by the District that is subject to the proposed charge.
D. The protest does not bear an original signature of the named record customer.
E. The protest was altered in a way that raises a fair question as to whether the protest actually expresses the intent of a customer of record to protest the charges.
F. The protest was not received by the District Secretary of the Board before the close of the public hearing on the proposed charges.
G. A request to withdraw the protest was received prior to the close of the public hearing on the proposed charges.

SECTION 9: District's Secretary of the Board's Decisions Final.

The District's Secretary of the Board's decision that a protest is not valid shall constitute a final action of the District and shall not be subject to any internal appeal.

SECTION 10: Majority Protest.

A. A majority protest exists if written protests are timely submitted and not withdrawn by the customers of record with respect to, a majority (50% plus one) of the parcels subject to the proposed charge.

B. The actual number of parcels with active customer accounts served by the District on the date of the hearing shall control in determining whether a majority protest exists.

SECTION 11: Tabulation of Protests.

At the conclusion of the public hearing, the District's Secretary of the Board shall provide a tabulation of all protests received and validated prior to the public hearing, as well as those received during the public hearing, and shall report the result to the District's Board of Directors. If the number of protests received is insufficient to constitute a majority protest, the District's Secretary of the Board may determine the absence of a majority protest without validating the protests received at the public hearing, but may instead deem them all valid without further examination. Further, if the number of protests received is obviously substantially fewer than the number required to constitute a majority protest, the District Secretary of the Board may determine the absence of a majority protest.

SECTION 12: Report of Tabulation.

If, at the conclusion of the public hearing, the District's Secretary of the Board determines that they will require additional time to tabulate the protests, they shall so advise the District's Board of Directors, which may adjourn the meeting to allow the tabulation to be completed on another day or days. If so, the Board of Directors shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the Board of Directors shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the District's Secretary of the Board.

SECTION 13: This resolution will become effective immediately upon adoption.

Adopted, Signed, and Approved this 21st day of March 2024.

_____	_____ (ATTEST)
Eugene F. West, President	Norman Huff, Interim Secretary
Board of Directors	Board of Directors
Camrosa Water District	**Camrosa Water District**

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Interim General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: **Proposed Fiscal Year 2024-25 Fixed Assets and Capital Projects**

Objective: Receive a briefing from staff on the proposed Fiscal Year (FY) 2024-25 Fixed Assets and Capital Projects.

Action Required: No action necessary; for information only.

Discussion: Attached is a listing of the proposed FY2024-25 Fixed Assets and Capital Projects. Staff will return to the Board on April 11, 2024, to present the FY2023-24 projected end of year operating expense budget, capital project completions/carryovers and reserve balances.

Program	Number	Item Description	Cost
25	xxx-xx-xx	Bacti Incubator - CWRF	5,000
11	xxx-xx-xx	Enterprise Office Printer	7,000
26	xxx-xx-xx	Fork Lift	50,000
26	xxx-xx-xx	Ford 550 Utility Vehicle	250,000
Total Fixed Assets			**$ 312,000**

Potable	116,820
Non-Potable	61,680
Wastewater	133,500
Total Fixed Assets	**$ 312,000**

Fixed Assets FY 2024-25

xxx-xx-xx $5,000 Bacti Incubator

The District purchased an incubator over twenty years ago. The incubator is showing its age and needs replacement. The incubator will reside in the wastewater quality laboratory at the Camrosa Water Reclamation Facility.

xxx-xx-xx $7,500 Enterprise Office Printer

The District maintains primary and secondary enterprise printing capabilities for backup and redundancy purposes. The District's existing secondary enterprise printer, the HP CP5525 (procured in 2013) failed in late 2023. The District's primary enterprise printer is fairly new, procured in 2019. However, in the event the primary printer fails, business workflow would suffer since a secondary asset is currently unavailable.

xxx-xx-xx $50,000 Fork Lift

Camrosa's Lynnwood Well facility meets disinfection requirements with monochloramines, which is a combination of chlorine and ammonia. To achieve this there is an on-site chlorine generating system that utilizes bags of salt, which are delivered on pallets, and liquid ammonium sulfate which is delivered in 325 gallon totes. In order to efficiently and safely offload these materials the District will require a forklift. The asset will reside at the Lynnwood Well facility.

xxx-xx-xx $250,000 Ford 550 Utility Truck

Camrosa operates two Ford F-550 service trucks. This new truck will replace an existing 2012 Ford F-550 service truck and crane. The District has standardized the IMT Dominator utility body with a crane reach of 30 feet. This configuration allows greater flexibility and reduces downtime caused by contractor or crane availability.

Capital Projects FY 2024-25

Capital Projects	Prior Year Appropriations	Budget FY 2024-25	Projected Mid-Year FY 2024-25	Total	Description
General Projects					
xxx-xx-xx	-	-	50,000	50,000	O&M Building Roofing
Total General Projects	**$ -**	**$ -**	**$ 50,000**	**$ 50,000**	
Potable Water Projects					
xxx-xx-xx	$ -	150,000	925,000	1,075,000	4C Hydropneumatic Pump Station
xxx-xx-xx	-	120,000	660,000	780,000	Expand Santa Rosa Line to 24'
xxx-xx-xx	-	175,000	880,000	1,055,000	Pump Station 1-2
xxx-xx-xx	-	320,000	-	320,000	MS#11 & Pressure Relief Stations
xxx-xx-xx	-	100,000	-	100,000	Distribution Valve Replacement
600-23-01	180,000	-	7,640,000	7,820,000	PV Well #3 - Engineering Phase
600-24-01	325,000	-	1,300,000	1,625,000	PV Well Iron/Mangenese Removal
600-24-02	40,000	-	1,060,000	1,100,000	Water Qualtiy Sampling Stations
600-24-03	100,000	-	4,065,000	4,165,000	New University Well
Total Potable Projects	**$ 645,000**	**$ 865,000**	**$ 16,530,000**	**$ 18,040,000**	
Non-Potable Water Projects					
xxx-xx-xx	-	315,000	650,000	965,000	Santa Rosa Well No. 10 - Refurbishment
xxx-xx-xx	-	345,000	1,270,000	1,615,000	Pump Station No. 4 Replacement
xxx-xx-xx	-	105,000	275,000	380,000	Ag 2 Tank - Engineering Phase
Total Non-Potable Projects	**$ -**	**$ 765,000**	**$ 2,195,000**	**$ 2,960,000**	
Wastewater Projects					
xxx-xx-xx	$ -	90,000	-	90,000	Smart Covers
xxx-xx-xx	-	300,000	700,000	1,000,000	CWRF PLC - Engineering Phase
xxx-xx-xx	-	180,000	850,000	1,030,000	CWRF Power Distribution Rehabilitation
xxx-xx-xx	-	175,000	625,000	800,000	Lift Station No. 4
900-18-02	2,158,000	-	2,200,000	4,358,000	De-watering Press
550-23-01	330,000	-	545,000	875,000	Collection System Hot Spots
Total Wastewater Projects	**$ 2,488,000**	**$ 745,000**	**$ 4,920,000**	**$ 8,153,000**	
Total CIPs	**$ 3,133,000**	**$ 2,375,000**	**$ 23,695,000**	**$ 29,203,000**	

Capital Projects FY 2024-25

Potable

xxx-xx-xx $150,000 4C Hydropneumatic Pump Station – Engineering

The existing hydro station was built in 1975 and it is in poor condition. This station provides domestic, irrigation and fire services to the 4C hydro zone. The station has reached its lifespan and needs to be replaced/repaired. The project was partially designed but was postponed until tank sizing analysis could be completed. The engineering phase will be completed by January 31, 2025. This project was included in the 2024 rate study.

xxx-xx-xx $120,000 Expand Stanta Rosa Line to 24' - Engineering

There is a minor flow restriction in the potable distribution system where the 24" potable water main from the Conejo Wellfield is reduced to 12" near the intersection of Upland and Santa Rosa Roads. While the existing flow restriction does not result in velocities that are greater than recommended, it does cause some minor pressure problems in the existing distribution system. Higher pressures experienced at the Conejo Wellfield cause increased maintenance and operational concerns. This project would extend the 24" pipeline 1,700 feet along Santa Rosa Road from the reduction point to where the 12" pipeline splits near San Rafael Way into two 12" pipelines, one that continues west along Santa Rosa Road and one that enters Leisure Village. The larger diameter pipe would reduce the head loss experienced in this section, improving flow and allowing for reliable, uniform pressures across the area. The engineering phase will be completed by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

xxx-xx-xx $175,000 Pump Station 1 to 2 – Engineering

Construction of an additional pump station that can move water from Pressure Zone 1 to Pressure Zone 2 will hydraulically benefit the District. The construction of Lynnwood Well and the proposed construction of PV Well No. 3, excess locally produced water will need to be boosted into higher zones that are mostly served from imported water. A new pump station will assist in moving water to the District's higher zones. The engineering phase will be completed by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

xxx-xx-xx $320,000 Meter Station 11 & Pressure Relief Stations

Rehabilitation of Meter Station #11 & three pressure relief stations. The rehabilitation effort includes replacing isolation valves, Cla-Val control valves, and associated piping, as well as performing vault maintenance. Electrical, instrumentation, lights, and exhaust fans will be updated. Air release valves will be relocated to outside of vault. Piping and corrosion control will be reconfigured and the facilities will be repainted. This is the total project cost, and it is to be completed by end of FY2024-25. This project was included in the 2024 rate study.

xxx-xx-xx $100,000 Distribution Valve Replacement

The potable distribution system includes more than 200 miles of transmission and distribution pipelines, 1,300 mainline valves, and 1,100 fire hydrant valves. Most of these valves were installed in the late '60s and '70s. The Operations & Maintenance department replaces them as stuck or damaged valves are encountered and as part of both routine and emergency pipeline repairs. This project will be complete by June 30, 2025. This project was included in the 2024 rate study.

Capital Projects FY 2024-25 (Continued)

Non-Potable

xxx-xx-xx $315,000 Santa Rosa Well No. 10 – Engineering Phase

This project involves an evaluation of the existing well pump and motor. It is expected that the well will be redeveloped, and installation of a new pump assembly will be required along with a freshwater lube system. In addition, the existing building will be evaluated and modified/improved as necessary. This project involves two phases, pulling the well and evaluation, followed by cleaning, design, and equipment purchases. The engineering phase will be completed by the Fall of 2025. Additional funding will be requested for the construction phase and estimate the project will be completed by Spring 2026. This project was included in the 2024 rate study.

xxx-xx-xx $345,000 Pump Station No. 4 Replacement – Engineering

Pump Station 4 is located at the end of Gerry Road. The facilities are old and in need of replacement/refurbishment. This project involves complete equipment and site refurbishment, including replacement of the existing electrical switchgear and six motor control centers, new pumps, and motors, new valving and controls and various other site improvements. The engineering phase will be completed by June 30, 2025. Additional funding will be requested for the construction phase and estimate the project will be completed by June 30, 2026. This project was included in the 2024 rate study.

xxx-xx-xx $105,000 Ag 2 Tank – Engineering Phase

The existing 50,000 gallon tank is in poor condition. The existing foundation is cracked and the bottom chime plate and areas of the tank are corroded. The existing coating is in poor condition. A new tank will meet current seismic standards and will reduce overall maintenance and liability for the District. This project includes the demolitions and reconstruction of a new 50,000 gallon bolted water tank. The new tank will be seismically secured and meet all new AWWA design standards. Various new controls and monitoring equipment will be included along with providing for better access and maintenance. Additional funding will be requested for the construction phase and estimate the project will be completed by June 30, 2026. This project was included in the 2024 rate study.

Capital Projects FY 2024-25 (Continued)

Wastewater

xxx-xx-xx $90,000 Smart Covers

The SmartCover Monitoring devices will be installed on ten District manholes near potential hotspots and along the main trunkline. The SmartCover Monitoring System is an integrated, real-time remote wastewater level monitoring system. The system consists of an ultrasonic sensor level transducer combined with an integrated pressure sensor, system controller, and powerpack, all mounted under the manhole cover. The SmartCover System integrates with the Iridium satellite network for communication. SmartCover provides Camrosa with data analysis and real-time early warnings of potential overflow events through advisories, alerts, and alarms to web-enabled devices. This is the final phase of installation of Smart Covers and will be completed by June 30, 2025. This project was included in the 2024 rate study.

xxx-xx-xx $300,000 CWRF PLC – Engineering Phase

Upgrade and replace the aging PLCs and communication network at CWRF. This equipment has lasted well beyond its life expectancy and has become obsolete. Finding replacement components is very difficult and time-consuming requiring staff to search the secondhand market. An upgrade of the PLC system and the communication network would improve reliability, network speed, and access to critical repair parts. This project was included in the 2024 rate study.

xxx-xx-xx $180,000 CWRF Power Distribution System Rehab – Eng

The existing CWRF generator and various electrical equipment are old and need of replacement to ensure overall reliability of the generator facility during a power outage. In addition, some building and site improvements will be included in the design of this project. This project is expected to be designed in phase 1 and constructed the following year in phase 2 with an overall completion date of June 2026. This project was included in the 2024 rate study.

xxx-xx-xx $175,000 Lift Station No. 4 - Engineering Phase

The lift station was originally constructed in 1977 and consists of two 10 HP Pumps. The site is enclosed within a masonry wall, and it is raised about 12-inches above surrounding grades. The site is covered with gravel within the walled area. The lift station generally consists of a wet well and a partially buried vault containing suction lift pumps, and valves. The lift station also includes a control panel and permanent standby generator. This project would include relining the wet well, replacing the packaged pump unit, and replace the existing switchgear, MCC and PLC. The engineering phase will be completed by Spring of 2025. Additional funding will be requested for the construction phase and estimate the project will be completed by Fall of 2026. This project was included in the 2024 rate study.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Interim General Manager

From: Terry Curson, District Engineer

Subject: **Woodcreek Well Rehabilitation Project**

Objective: Authorize additional funding for the rehabilitation of Woodcreek Well.

Action Required: It is recommended that the Board of Directors:

1) Appropriate additional funding in the amount of $80,000.00 for the Woodcreek Well Rehabilitation from the potable capital replacement fund; and
2) Authorize the Interim General Manager to issue a change order to General Pump Company, Inc., in the amount of $59,599.00, for swage patching the Woodcreek Well casing.

Discussion: On October 12, 2023, the Board approved appropriations in the amount of $120,000.00 to establish the Woodcreek Well Rehabilitation project and awarded contracts to Hopkins Groundwater Consulting and General Pump Company (General Pump) for Phase 1, which included removing the well and preliminarily evaluate the existing condition of the well casing and screens.

Subsequently, on January 25, 2024, the Board approved an additional appropriation in the amount of $525,000.00 and a contract with General Pump, in the amount of $541,351.22, for the second phase of the project, which included the rehabilitation and redevelopment of the well. The first step of this phase included the brushing of the well to dislodge build-up on the screen to allow Hopkins to assess the screen's condition and develop a cleaning and redevelopment scope of work. After the well was brushed and videoed, it was discovered that the two existing carbon steel well patches that were installed in 2012, had corroded and were dislodged from their locations, and will need to be replaced.

General Pumps' original contract scope included the installation of one stainless steel standard swage patch, if needed and since no new damage was observed, the District is owed a credit for this work. However, Hopkins is recommending that the existing damaged areas be repatched with longer stainless-steel swage patches. Installation of the swage patches will be done by a third-party contractor with assistance from General Pump.

Staff is requesting additional funding in the amount of $80,000.00 for the cost of the stainless-steel patches ($59,599.00), plus an additional $20,000.00 for unforeseen incidental costs that will only be used, if necessary.

Below is a breakdown of project costs to date:

Project Costs

Phase 1:	
Hydrogeological Design/Inspection Services	$57,020.00
Well Pulling & Video	$30,000.00
Total Phase 1	$87,020.00
Phase 2:	
Well Cleaning & Rehabilitation	$279,566.00
New Pump, Column Piping, & Fittings	$261,785.22
Total Phase 2	$541,351.22
Total Anticipated Project Cost:	$628,371.22

Two New Well Patches

Installation of Two extra-long Stainless Steel Swage Patches	$80,145.00
Credit for one Standard Stainless-Steel Swage Well Patch	($20,546.00)
Total Change Order Cost:	**$59,599.00**

Additional funding is available from the District's Potable Water Capital Replacement Fund.

GENERAL PUMP COMPANY
934 W. VERDULERA STREET - CAMARILLO, CA 93010
PHONE: (805) 482-1215 - FAX: (805) 484-2135
WELL & PUMP SERVICE SINCE 1952 Lic. #496765
"Serving All Southern California and Central Coast!"

Camrosa Water District
7385 Santa Rosa Road
Camarillo, California 93012

March 11, 2024

Attn: Terry Curson; Kevin Wahl

Subject: Woodcreek Well Patch Proposal.

General Pump Company, Inc. (GPC) is pleased to provide this proposal to furnish and install two stainless steel patches – seven feet each to be installed at (1) 594 to 602' and (2) 653' to 660'. This scope includes an additional pre-video for depth confirmation and post video in addition to the labor and equipment to provide this service.

The estimated cost is as follows:

Field Labor:

- Mobilize crew and crane equipment to site, set up crane, Install tools and equipment to place patch at location.

24 Hours 2 Man Crew and equipment @ $615.00/Hour	$14,760.00
Total Field Labor	***$14,760.00***

Outside Service:

- Furnish and Install two patches nominal 12" diameter stainless steel by seven feet long and place both patches in well $65,385.00

Total Outside Service	***$65,385.00***
Total Estimated Project cost	***$80,145.00***
Less Cost included in original Bid	***($20,546.00)***
Net Request for Change Order	***$59,599.00***

Regards,

Ray Reece
General Pump

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: **Ordinance 40 Property Owner Policy Implementation Plan**

Objective: Discuss the implementation plan regarding Property Owner requirement policy in Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services.

Action Required: No action necessary; for discussion only.

Discussion: On January 25, 2024, the Board discussed amending Ordinance 40-21 Section 6.1., et al. to require accounts to be in the property owner's name.

Staff recommends implementing the policy upon adoption for all new applications for service and allowing current tenants to remain as the account holder until they vacate or until their account becomes disconnected due to delinquency. For the latter accounts, staff will identify the owner of record and send notices to those property owners informing them of the new policy.

The District's policy on the collection of deposits will remain unchanged.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Jozi Zabarksy, Customer Service Manager

Subject: **Update Ordinance 40**

Objective: Discuss updating provisions in Ordinance 40, Rules and Regulations Governing the Provision of Water and Sanitary Services.

Action Required: No action necessary; for discussion only.

Discussion: From time to time, staff identifies provisions in Ordinance 40 that need to be updated. The last update was February 11, 2021. Since Ordinance 40 is already being revised to update the ADU policy and to require accounts to be in the property owner's name, this is a good time to make other necessary updates. Most proposed changes are minor, however substantial changes were made in the areas of cross-connection, water theft, and billing based on estimated reads, as explained below.

The State Water Resources Control Board recently updated the Cross-Connection Control Policy Handbook (CCCPH) which requires the District to adopt policies and procedures regarding the cross-connection control program. The proposed changes to Ordinance 40 are aligned with the new requirement.

Also reflected in the proposed update are enhanced penalties for water theft, allowable under Section 53069.45 of the Government Code, which was enacted in 2021 through SB 427.

Lastly, the proposed revision will allow staff to bill usage based on estimated reads when one is not available due to meter inaccessibility or failure. The ability to bill estimated reads will reduce delays in the issuance of bills and allow the District to charge for unaccounted for usage in an effort to reduce water loss.

Other agencies and municipalities within the County have similar policies as those proposed.

Attachments:

- Proposed Ordinance 40 Draft changes and additions in redline.

CAMROSA WATER DISTRICT

BUILDING WATER SELF-RELIANCE

Ordinance 40-24

Rules and Regulations

Governing the Provision of

Water and Sanitary Services

Adopted:

April 11, 2024

ORDINANCE 40-24

An Ordinance of the Camrosa Water District

Repealing Ordinance 40-21

And Establishing Rules and Regulations

Governing the Provision of

Water and Sanitary Services

The Board of Directors of the Camrosa Water District do ordain as follows on pages 3 through 35, attached:

By Motion of Director _____, Second by Director_____, this ordinance is

ADOPTED, SIGNED, AND APPROVED this April 11, 2024.

_____

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

ATTEST:

_____

Norman Huff, Interim Secretary
Board of Directors
CAMROSA WATER DISTRICT

Table of Contents

Camrosa Water District Rules and Regulations Governing Water and Sanitary Services

1. PURPOSE

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

2. GENERAL

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

3. DEFINITIONS

"Accessory Dwelling Unit (ADU)" is defined as a separate, self-contained residential unit located on the same property as a primary residence and has its own kitchen, bathroom, and sleeping area, and it may be attached to or detached from the primary residence.

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

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

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

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

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

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

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

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

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

"Potable Water" shall mean water that is intended for all general uses including human consumption, and, therefore, water that meets all primary drinking water standards set forth

by the California Department of Drinking Water.

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

“Pressure Zone” shall mean a hydraulic pressure subdivision within the Potable Water Distribution System and the Non-Potable Irrigation Water Distribution System that is hydraulically isolated from other pressure zones, demonstrates unique hydraulic pressure characteristics, and has unique energy requirements for delivery.

“Primary Service” refers to the main residential unit on a property currently connected to Camrosa’s water services, which may include a single-family home, the main dwelling of a multi-family property, or other residential structures.

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

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

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

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

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

“Water theft” means an action to divert, tamper, or reconnect water utility services, as defined in Section 498 of the Penal Code.

WATER SERVICE

4. ELIGIBILITY FOR WATER SERVICE

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

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

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

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

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

4.1. General Requirements of Water Service

Water service is a Property-related service. The Property to be served shall be within the Camrosa Water District boundaries. The Property shall have an established water connection with a Camrosa water meter of adequate size and capacity, as determined by Camrosa, to serve the Property's water needs without causing undue wear to the Camrosa metering facilities or interfering with Camrosa's ability to provide reliable service to other Properties. The Customer shall have completed and submitted an Application for Service, and paid any deposit that may be required as defined in this Ordinance and/or the District's "*Schedule of Rates, Fees and Charges for Water and Sanitary Services*" (located on the District's web site, www.camrosa.com). The Customer must establish and maintain an active water service account that is current and free of any delinquent fees and charges. All applicable fees and charges must be paid in advance of receiving any of the classifications of water service included in this Ordinance, including classification-specific charges outlined in Section 4.2.

4.1.1. Water Service Requirements for Accessory Dwelling Unit (ADU)

The Camrosa Water District recognizes the growing demand for ADUs within its service area and is committed to ensuring efficient and equitable water service for all customers, including those with ADUs. Camrosa has established this policy to govern the addition of ADUs and to determine appropriate and equitable charges for water services. Water service for an ADU may be connected to the primary service on the account, or, at the property owner's request and expense, connected to a new meter and account off of the existing Camrosa primary service line or as a new independent Camrosa service line, meter, and account.

4.1.1.1. Addition of ADUs

4.1.1.1.1. Permitting

All property owners within Camrosa's service area seeking to add an ADU must obtain the necessary permits and approvals from the local building department and comply with all applicable zoning and building codes.

4.1.1.1.2. Application for Service

All property owners within Camrosa's service area seeking to add an ADU must complete an Application for Service and pay the current ADU application fee as found in ~~Camrosa's~~ the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*. At the time of application for service the property owner will indicate if they desire to connect the ADU to the primary service on the account, or, at the property owner's request and expense, connect to a new meter and account off of the existing Camrosa primary service line or as a new, independent and separate service line, meter, and account as described in Section 4.1.1.2.

4.1.1.1.3. District Evaluation

Prior to the issuance of an approval of the application for service, Camrosa will evaluate the suitability of the existing primary service's service line and meter size, for the proposed ADU (as allowed for in Section 4.1.). If Camrosa finds the current primary service, including its service line and meter unsuitable for the proposed ADU, the property owner must, at their expense, upgrade them to a suitable size using District Standards and a District-approved contractor.

4.1.1.1.4. District Approval

Prior to the issuance of a certificate of occupancy for the ADU, property owners must provide documentation of the ADU's completion and compliance with local codes. Camrosa may verify the ADU's completion and its proper connection to the water service. Connections will be made in compliance with District Standards and local sanitation and plumbing codes.

4.1.1.2. Capital Improvement Fees for Water Service to ADUs

4.1.1.2.1. Shared Service

ADUs that share a primary water service meter with the main dwelling will not be subject to Capital Improvement fees.

4.1.1.2.2. Additional Meter Service

Property owners may, at their request and bearing all costs thereof, connect an ADU that shares the Camrosa primary water service line to the primary service meter, but has a separate water meter with a separate water services account. These new accounts will not be subject to Capital Improvement fees. Meter additions must be done using District Standards and a District-approved contractor.

4.1.1.2.3. New, Independent Service

Property owners may, at their request and bearing all cost thereof, connect an ADU to a new, independent water service with a separate Camrosa water service line, meter, and account. These new accounts will be subject to applicable Capital Improvement fees, as determined by the District's current fee schedule. New, independent service installations must be done using District Standards and a District-approved contractor.

4.1.1.3. Billing and Water Service Charges for ADUs

4.1.1.3.1. Shared Service

ADUs that share a primary water service meter with the main dwelling will be billed on one bill. There will be no change to the monthly meter service fees as they are billed as part of the primary service on the account. Water consumption

by the ADU will register on the primary service meter along with usage from the primary residence and be billed based on the actual water use. Current monthly meter service fees and usage rates and tiers apply to the primary account.

4.1.1.3.2. Additional Meter Service

ADUs that share the Camrosa primary water service line to the primary service meter but have a separate water meter with a separate water services account will be billed separately and may have a separate account holder who meets the applicant requirements in Section 6. The ADU account will pay a separate monthly meter service fee based on the meter size and usage will be billed based on the actual water use as measured by the meter serving the ADU. Current base monthly meter service fees and usage rates and tiers apply to the ADU account.

4.1.1.3.3. New, Independent Service

ADUs that have an independent Camrosa water service line with a separate water meter and water services account will be billed separately and may have a separate account holder who meets the applicant requirements in Section 6. The ADU account will pay a separate monthly meter service fee and usage will be billed based on the actual water use as measured by the meter serving the ADU. Current base monthly meter service fees and usage rates and tiers apply to the ADU account.

4.2. Types and Classifications of Water Service

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

4.2.1. Potable Water Service

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

4.2.1.1. Municipal Water Service Classifications

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

4.2.1.1.1. Residential Water Service (Class I)

Residential Water Service (Class I) is intended for all general uses both indoor and outdoor. To be eligible for Residential Water Service, Class I the Property served must include a dwelling or other structure suitable for occupancy and meet all the General Requirements of Water Service. For purposes of the Policy on Discontinuation of Residential Domestic Water Service for Nonpayment (Section 6.10.), Class I is considered "residential domestic" service and is subject to that policy.

4.2.1.1.2. Master Metered Residential Service (Class II)

Master Metered Residential Service (Class II) is intended for all general uses both indoor and outdoor. To be eligible for Master Metered Residential

Service, the Property served must include multiple dwelling units, have a common plumbing system, be managed by a formal homeowners' association (HOA), and have water service provided through one or more meters serving the common water system. The Property served must meet all the General Requirements of Water Service. The property must secure the approval of the General Manager in the will-serve process to qualify for Master Metered Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification. For purposes of the Policy on Discontinuation of Residential Domestic Water Service for Nonpayment (Section 6.10.), Class II is considered "residential domestic" service and is subject to that policy.

4.2.1.1.3. Commercial and Industrial Water Service (Class III)

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

4.2.1.1.4. Public Water Service (Class IV)

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

4.2.1.1.5. Municipal/Residential Irrigation Service (Class V)

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

4.2.1.1.6. Fire Service (Class VI)

Fire Service (Class VI) is intended to provide water for private fire flow needs either within a private complex to which Camrosa does not provide public fire hydrants, or for supplementary indoor fire flows. To be eligible for Fire Service, the Property serviced must maintain a separate and isolated fire service water system, and, rather than a conventional water meter, the service must include a fire flow detector meter that will detect the use of water on the fire flow system. Use of water through the fire flow system for other than fire protection shall disqualify the service from fire service classification and require compliance with a conventionally metered municipal service classification. The

Property must also meet the General Requirements of Water Service. A certified backflow prevention device must be installed to Camrosa specifications, and be re-certified annually, in order to qualify for this classification.

4.2.1.2. Agricultural Water Service Classifications

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

4.2.1.2.1. Agricultural Irrigation Water Service

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

4.2.1.2.2. Domestic Agricultural Water Service

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

4.2.1.3. Temporary Service

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

4.2.1.3.1. Temporary Construction Water

Temporary Construction Water Service is intended for dust abatement, general construction site use, and other construction related needs. The Property shall meet all the General Requirements of Water Service; a site, approved by Camrosa, shall be specified for installation of a Temporary Meter Service; the temporary meter installed; suitable backflow prevention techniques, approved by Camrosa, must be employed; and the Customer shall have completed and

submitted an application for Construction Water Service. Construction Water Service shall be for a term no longer than six (6) consecutive months. On a case-by-case basis, the General Manager may authorize longer terms and determine the requirements of such terms.

4.2.1.3.2. Temporary Municipal Water

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

4.2.1.3.3. Temporary Agricultural Water

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

4.2.1.4. Emergency Water Service

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

4.2.1.5. Surplus Water/Out of Bounds Service

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

4.2.2. Non-Potable Water Service

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

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

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

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

Qualifications and requirements for use of Non-Potable Water by individual residents may

require approval by the Department of Drinking Water (DDW) before Camrosa provides service. In addition, DDW and/or Camrosa may require periodic inspections of privately operated non-potable irrigation water systems to ensure that no cross-connections exist.

4.2.2.1. Non-Potable Irrigation Water Description and Classification

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

4.2.2.1.1. Commercial Agricultural (Class I)

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

4.2.2.1.2. Landscape Irrigation (Class II)

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

4.2.2.1.3. Residential Landscaping (Class III)

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

4.2.2.1.4. Temporary Construction Water (Class IV)

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

4.2.2.1.5. Commercial Agricultural (Class VI)

This class is reserved for Customers that have contractual commitments with Camrosa for long-term Non-Potable Irrigation Water Service. Minimum requirements for Class VI service are: (1a) the parcel served is a minimum of 20 acres; or (1b) the parcel is joined with a larger parcel totaling 20 acres

and is considered part of the larger parcel's operation as determined by Camrosa; (2) the lands are primarily used for production of commercial crops; (3) the owner of the land has endorsed, submitted, and secured approval of a Non-Potable Irrigation Service Agreement with Camrosa Water District on or before December 31, 1994; and (4) the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.1.6. Blended Ag (Class VII)

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

4.2.2.2. Recycled Water Description and Classification

Recycled Water is water produced at the Camrosa Water Reclamation Facility, a Department of Drinking Water (DDW)-certified water reclamation facility and treated to tertiary standards as defined by Title 22 of the California Water Code. Recycled Water is not suitable for human or livestock consumption or recreational impoundment, and may not be suitable for certain crop types, among other limitations. Camrosa is required to meet Title-22 Recycled Water quality standards at the point of discharge from the Camrosa Water Reclamation Facility but cannot guarantee the quality of Recycled Water at the point of delivery. Use of Recycled Water must comply with California Code of Regulations Title 22, which is summarized in Camrosa's Recycled Water Manual, available in English and Spanish upon request.

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

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

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

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

4.2.2.2.1. Commercial Agricultural (Class I)

Commercial Agricultural (Class I) is intended for lands requiring large amounts of water for irrigation of commercial crops. To receive water under this

classification, the lands must be primarily used for production of commercial crops, and the Customer must provide a copy of a current business license and a Guarantor for the account.

4.2.2.2.2. Landscape Irrigation Water (Class II)

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

4.2.2.2.3. Commercial Agriculture (Contractual) (Class IV)

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

4.2.2.2.4. Surplus Recycled Water (Served outside District)

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

5. CONDITIONS OF WATER SERVICE

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

5.1. Cross-Connection Control (Backflow)

The Customer shall be responsible for the prevention of cross-connections of the Customer's system with sources of potential contamination.

5.1.1. General Policy

The regulations of the Department of Public Health of the State, contained in Title 17 of the California Code of Regulations, the California Cross-Connection Control Policy Handbook, the standards of the Uniform Plumbing Code, American Water Works Association Standard M14, and the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research Manual of Cross-Connection Control (10th ed. or later) are applicable for cross-connection control and backflow prevention in the District.

5.1.2. District Regulations for Cross-Connection Control and Backflow Prevention

No water service connection to any premises will be installed or maintained by the District unless the water supply is protected as required by State laws and these Rules and Regulations. Service of water to any premises shall be discontinued by the District if a backflow prevention assembly required by these Rules and Regulations is not installed, tested and maintained, or if it is found that a backflow prevention assembly has been removed or bypassed, or if an unprotected cross-connection exists on the premises. Service will not be restored until such conditions or defects are corrected.

The customer's system should be readily accessible for inspection at all reasonable times to authorized representatives of the District to determine whether cross-connections or other structural or sanitary hazards, including violations of these Rules and Regulations, exist. When such a condition becomes known, the District shall deny or immediately discontinue service to the premises by providing for a physical break in the service line until the customer has corrected the condition(s) in conformance with the State laws relating to plumbing and water supplies and the regulations adopted pursuant thereto and these Rules and Regulations. All existing backflow prevention assemblies that do not meet the requirements in these Rules and Regulations but were approved devices for the purposes described in these Rules and Regulations this section, be excluded from the requirements of these Rules and Regulations so long as the District is assured that they will satisfactorily protect the utility system. Whenever the existing device is moved from the present location or requires more than minimum maintenance (e.g., no replacement parts required) or when the District finds that the maintenance constitutes a hazard to health, the unit shall be replaced by an approved backflow prevention assembly meeting the requirements of these Rules and Regulations.

5.1.3. When Backflow Prevention is Required

A backflow prevention is required under the following circumstances:

1. In the case of premises having an auxiliary water supply which is not or may not be of safe bacteriological or chemical quality and which is not acceptable as an additional source by the District, the public water system shall be protected against backflow from the premises (e.g., irrigation services).
2. In the case of premises on which any industrial fluid or any other objectionable substance is handled in such a fashion as to create an actual or potential hazard to the public water system, the public system shall be protected against backflow from the premises. This shall include the handling of process waters and waters originating from the utility system which have been subject to deterioration in quality.
3. In the case of premises having (1) a cross-connection that cannot be permanently corrected or controlled or (2) intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes, making it impracticable or impossible to ascertain whether or not dangerous cross-connections exist, the public water system shall be protected against backflow from the premises.
4. In the case of premises having industrial or commercial facilities, the public water system shall be protected against backflow from the premises.

5.1.4. Acceptable Backflow Prevention Assemblies

The District will not accept any backflow prevention assembly for cross-connection protection other than an approved air gap separation or a reduced pressure principle backflow prevention assembly unless otherwise approved by the District. An exception will be the installation of an approved double detector check valve assembly on fire lines for sprinklered buildings or on private fire hydrant lines.

5.1.5. Reduced Pressure Principle Device (RP)

Commonly referred to as an RP or RPP, this device consists of two independently acting check valves, together with an automatically operating pressure differential relief valve located between the two check valves. The first check valve reduces the supply pressure at a predetermined amount so that during normal flow, and at cessation of normal flow, the pressure between the two check valves shall be lower

than the supply pressure. If either check valve leaks, the relief valve will discharge to the atmosphere. This will maintain the pressure in the zone between the two check valves lower than the supply pressure. The unit also has two shut-off valves (one upstream and one downstream of the checks) and properly located test cocks for field testing.

5.1.6. Installation

An approved RP assembly, the same size as the water meter, shall be installed on the customer water line as close as practical to the meter (not to exceed 10 feet unless otherwise approved by the District). Unprotected outlets shall not be installed between the meter and the RP device. This unit shall be installed a minimum of 18 inches and not more than 36 inches above finish grade with a minimum of 12 inches of side clearance. The unit shall not be installed in an enclosed structure.

5.1.7. Approved RP Devices

Any backflow prevention assembly required herein shall be a model approved by the District. The term "Approved Backflow Prevention Assembly" shall mean an assembly that has been manufactured in full conformance with the standards established by the American Water Works Association (AWWA) entitled AWWA C506-84 Standards for Reduced Pressure Principle and Double Check Valve Backflow Prevention Devices and has met completely the laboratory and field performance specifications as set forth in Chapter 10, Specifications of Backflow Prevention Assemblies, of the Manual of Cross-Connection Control (10th ed. or later) of the University of Southern California Foundation for Cross-Connection Control and Hydraulic Research (FCCCHR). Final approval shall be evidenced by a "Certificate of Approval" issued by an approved testing laboratory certifying full compliance with the said AWWA standards and FCCCHR specifications. The following testing laboratory has been qualified by the District to test and certify backflow preventers: Foundation for Cross-Connection Control and Hydraulic Research University of Southern California University Park Los Angeles, California 90089-0231 I-22 Testing laboratories other than the laboratory listed above will be added to an approved list as they are qualified by the District. The list of approved RP assemblies is issued and maintained by the Ventura County Environmental Health Division. The District should be consulted for the currently approved list.

5.1.8. Testing

It shall be the duty of the customer at any premises where the backflow prevention assemblies are installed to have certified inspections and operational tests made at least once per year and completed test reports must be submitted to the District, or its designee. Where the District deems the potential hazard of backflow to be significant, certified inspections at more frequent intervals may be required. The inspections and tests shall be performed by a certified tester approved by the County of Ventura Resource Management Agency. It shall be the duty of the District, or its designee, to see that the tests are performed in a timely manner. The assemblies shall be repaired, overhauled, or replaced at the expense of the customer whenever said assemblies are found to be defective. Records of such tests, repairs and overhaul shall be kept by the customer and made available to the District upon request.

5.1.9. Air Gap

An air gap is a physical separation between the free-flowing discharge end of a potable pipeline and an open or non-pressure receiving vessel. To have an acceptable air gap, the end of the discharge pipe has to be at least twice the

diameter of the pipe above the topmost rim of the receiving vessel, but in no case can this distance be less than one inch.

5.1.10. Prohibitions of Cross-Connections

No physical connection shall hereafter exist or be installed, located, maintained, or operated between the water supply system of the District (including its appurtenant mains, pipes, fixtures, equipment, or appliances), and any other supply system or any sewer or grading system, or any steam, gas, or chemical line, pipe, or conduit, or any device, boiler, tank, or container whereby any contamination or pollution or any dangerous, impure, unsanitary, or unpotable substance (solid, liquid, or gaseous, or any combination thereof) may now or hereafter be introduced to any portion of the water supply system of the District by backflow, back siphonage, or any other method, means, or cause whatsoever. Wherever a mechanical or other method or device (approved by the District) may be used for protecting the District's water supply system from any such source of contamination or pollution, any customer shall at the customer's own expense and subject to the final inspection and approval thereof by a person certified for such inspection and repair by the County of Ventura, install, maintain, and operate the same. Maintenance shall include inspections and operational tests once a year, or more often as required by the Engineer and/or County of Ventura. The District shall promulgate and, upon request, furnish copies to a customer lists of approved mechanical devices and information concerning the installation of said devices.

5.1.11. Disconnection Due to Backflow Non-compliance

The District shall have the right to discontinue the supply of water to the Premises of a customer for a customer's failure to comply with, or the violation of, any of these Rules and Regulations relative to the inspection of a customer's Premises to ensure the protection of the District's water supply from cross-connections, backflow, or back-siphonage. A customer shall be entitled to reasonable (i) notice of the District's intent to discontinue service due to a customer's failure to comply with or violation of any of these Rules and Regulations, and (ii) opportunity to comply with and/or to cease any violation thereof. Such notices are subject to charges as identified in the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*.

No such notice or opportunity to comply with, or cease violating these Rules and Regulations are required where a customer's non-compliance or violation is creating or is likely to create water supply system conditions that are dangerous and detrimental to the public's health, safety, and welfare.

The District will only resume water services during normal business hours. All related charges must be paid prior to resuming water service.

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

5.2. Water Pressure and Surges

Camrosa is not responsible for damages resulting from pressure variations or surges. It is the

responsibility of the Customer to protect the Property from variations in water system pressure and water system surges. The Customer shall not operate the Property's system in a manner that may cause surges to the Camrosa water system.

5.3. Water Leaks

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

5.4. Meters, Metering Facilities and Hydrants

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

When it becomes necessary to shut off the water supply to the entire premises, the customer may use the customer hand valve within the meter box on the customer side of the meter, if one has been installed. Upon request, for emergency purposes, the District may, without charge, shut off its control valve on the inlet side of the meter with the understanding that the District will turn on the water after being notified that repairs have been made. The customer is prohibited from manipulating the District's control valve.

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

5.4.1. Meter Testing

Any Customer may request that their water meter be examined and tested by the District for the purpose of determining its accuracy. Such a request shall be in writing and shall be accompanied by a deposit equal to the charge for testing. Upon receipt of such demand and deposit, the District will have the meter examined. If the meter is found to register one-and one-half percent (1.5%) more water than actually passes through it, the meter will be properly adjusted or another meter substituted therefor, the deposit will be returned, and the water bill for the current month will be adjusted proportionately. If the meter should be found to register no more than one and one-half percent (1.5%) more water than actually passes through it, the deposit will be retained by the District to offset the expense of performing the test.

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

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

5.4.3. Change of Meter Location

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

5.5. Resale of Water

The Customer shall not resell water received through their meter service to a third party except by express written consent of the District. In the case where the Customer has established a Master Metered account for a property, or where a Customer is leasing their property to another and still maintains the water account for the property in the Customer's own name, the Customer shall not resell water to others at a volumetric rate higher than the District charges the Customer. Reports of customers reselling water in violation of this provision shall be investigated. If the District finds the customer to be in violation, charges may be assessed in accordance with the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*, and service may be subject to immediate termination.

5.6. Exporting Water

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

5.7. Water Quality

5.7.1. Potable Water

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

5.7.2. Non-Potable Water

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

Non-Potable Irrigation Water may contain surface water diverted from Conejo Creek and groundwater, both of which are unfiltered and untreated. Non-Potable Irrigation Water is not suitable for human or livestock consumption and may not be suitable for certain crop types.

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

5.8. Interruptions in Service for System Maintenance

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

5.9. Automatic Fire Sprinkler Service Connections

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

other than the extinguishing of fires, or a purpose related thereto.

5.10. Access to District-Owned Facilities

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

5.11. Right of Inspection of and Access to Customer's Premises

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

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

5.12. Tampering with Metering Facilities

Except as provided elsewhere in this rule, no person, other than an authorized District employee, shall at any time or in any manner operate, or cause to be operated, any valve in or connected with a water main, service connection, or fire hydrant, or tamper or otherwise interfere with any water meter, detector check valve, or other part of the water system. No person shall deposit, or cause to be deposited, any substance or liquid in any water main or pipe of the District or do anything which might cause any water supplied or furnished by, or belonging to, the District to become polluted, or take water from any service without first securing permission from the District. In the event a person for any reason damages an angle meter valve or valve controlling a water supply, or damages a meter cover or its center piece, or causes any such act to be done, such person will be held liable for such damage. The District may notify a customer about tampering with the District property and charge the applicable fee for such notice as specified in the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*. District may impose a fine, plus the cost of labor and materials to repair any damages, against any person found to be tampering with District property or engaged in the unauthorized operation of any part of the water system.

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

5.13. Theft of Water

Water theft is strictly prohibited. If the water theft is committed via meter tampering in violation of this section, it is punishable as follows:

(1) First violation: One hundred thirty dollars ($130).

(2) Second violation within one year: Seven hundred dollars ($700).

(3) Each additional violation within one year: One thousand three hundred dollars ($1,300).

All other forms of water theft in violation of this ordinance are punishable as follows:

(1) First violation: One thousand dollars ($1,000).

(2) Second violation within one year: Two thousand dollars ($2,000).

(3) Each additional violation within one year: Three thousand dollars ($3,000).

If the responsible party demonstrates payment of the full amount of the fine would impose an undue financial burden on the responsible party, a written request must be made to the District to request a hardship waiver to reduce the amount of the fine imposed for water theft. Such requests will be reviewed by the General Manager, or designee, and a response will be issued, in writing, within 30 days of receipt of the request. Any payment as a result of the waiver must be paid within 30 days, unless otherwise agreed upon in writing.

~~5.13.~~

5.14. Water-Use Prohibitions

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

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

1. Runoff/Outdoor Landscapes: No person shall use or permit the use of any water furnished to any property within the District in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures, from any hose, pipe, valve, faucet, sprinkler or irrigation device into any gutter or to otherwise escape from the property, if such running or escaping can reasonably be prevented.
2. Leaks: No person shall permit leaks of water that he/she has the authority to eliminate. Any detected leak, break, or malfunction shall be corrected within 48 hours after a person discovers or receives notice from the District.
3. Positive Hose-end Shutoff: All garden and utility hoses shall be equipped with a shutoff nozzle.
4. Vehicle Washdown: Vehicles, including but not limited to any automobile, truck, van, bus, motorcycle, boat, or trailer, shall be cleaned only by use of a hand- held bucket or a hand-held hose with a shutoff nozzle.
5. Restaurant Equipment: Restaurants are required to use water-conserving dish-washing spray valves in all food preparation and utensil cleaning areas.
6. Drinking Water Served Only Upon Request: Drinking water must be served only upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, or other public places where food or drink are served and/or purchased.
7. Water Fountains and Decorative Water Features: Operating a water fountain or other decorative water feature that does not use re-circulated water is prohibited.
8. Single-Pass Cooling Systems: Installation of single pass cooling systems in buildings requesting new water service is prohibited.
9. Hardscape Washdown: The application of potable water to driveways and sidewalks is prohibited.

10. Rain Events: The application of potable water to outdoor landscapes during or within 48 hours after measurable rainfall is prohibited.
11. Medians: Irrigation with potable water of ornamental turf on public street medians is prohibited.
12. New Construction: Landscapes outside of newly constructed homes and buildings must be consistent with regulations or other requirements established by the California Building Standards Commission and the Department of Housing and Community Development.
13. Hotel Operators: Operators of hotels and motels shall provide guests with the option of choosing not to have towels and linens laundered daily. The hotel or motel shall prominently display notice of this option in each guestroom using clear and easily understood language.

5.15. Mandatory use of Non-Potable Water Where Available

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

5.16. Water Shortage Contingency Plan Stages

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

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

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

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

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

5.17. Stage One Water Supply Shortage or Water Emergency

The goal of a Stage One Water Supply Shortage or Water Emergency is to reduce potable water production by up to 15 percent to preserve water supplies for the District and/or the region, until the shortage or emergency has ended. In addition to the prohibited uses of water outlined in Section 5.13, the following water conservation requirements apply during a declared Stage One Water Supply Shortage or Water Emergency;

1. Limits on Watering Hours: Watering or irrigating of lawn, landscape or other vegetated area with potable water shall be prohibited between the hours of 9:00

A.M. and 5:00 P.M. on any day.

2. Other Prohibited Uses: The District may implement other water-use requirements as determined appropriate to meet water supply shortages or water emergency conditions.

5.18. Stage Two Water Supply Shortage or Water Emergency

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

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

5.19. Stage Three Water Supply Shortage or Water Emergency

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

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

5.20. Declaration of Emergency State

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

5.21. Violations of Prohibitions

Violation of any water-use prohibition during a Stage Three emergency may result in fines.

Repeated violations may result in water capacity restrictions to the property or termination of service.

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

   In addition to the fines outlined above, water service may be turned off or installation of a flow restrictor on the service line or lines may be required. Such an order shall be written and subject to appeal pursuant to Section 5.21, Appeals and Exceptions. Any appeal shall be heard as quickly as possible to allow a flow restrictor to be removed promptly should the Board of Directors grant the appeal.

   a. **Cost of Flow Restrictor and Disconnecting Service:** The Customer determined to be in violation of this Ordinance is responsible for payment of the District's costs for installing and/or removing any flow restrictors.

   b. **Payment of Fines:** The Customer determined to be in violation of this Ordinance is responsible for the full payment of any and all fines. Each fine shall be applied to the Customer's monthly water bill. Payment of the fine will be the responsibility of the individual named on the water account. Non-payment of fines will be subject to the same remedies as non-payment of basic water service, in accordance with this Ordinance.

5.22. Appeals and Exceptions

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

5.23. Reasonable Attorney Fees Paid by Customer

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

FEES AND CHARGES

6. WATER SERVICES RATES, FEES, AND CHARGES

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

adjustments pursuant to the schedule shall be given not less than 30 days before the effective date of the adjustment.

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

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

6.1. Application for Service

6.1.1. Residential Service

An application for residential water service, provided by the District, must be completed and signed by the Property Owner. The applicant must provide the following information:

1. Government-issued photo identification;
2. Date of birth;
3. Social Security Number; and
4. Verification that the applicant is the legal Property Owner.

Authorized Exception: With General Manager approval, and as specified in Section 6.10.7., a tenant may apply for water service if the Property Owner is the customer and has been issued a notice of intent to discontinue water service due to nonpayment. In this case, Tenant must comply with all requirements for service with the exception of being the property owner.

6.1.2. Commercial, Industrial, or Institutional Service

An application for Commercial, Industrial, or Institutional water service, provided by the District, must be completed and signed by the authorized company representative. The applicant must provide the following information:

1. Government-issued photo identification;
2. A current business license;
3. Business Tax ID Number; and
4. A Guaranty signed by a Guarantor who is acceptable to the District.

Such application shall contain the following provisions:

1. Applicant shall agree to accept the services applied for subject to the rules and regulations of the District and to pay therefore at regular rates. Should the applicant subsequently cancel one or more items of service, such cancellation shall not change or affect the terms of his application in respect to the remaining item or items of service.
2. Applicant shall also agree to give at least 24 hours' notice to the District before service is to be discontinued. The provisions of the application, obligating the applicant to accept and pay for service shall remain in force until said notice is given, all bills due are paid in full, and a new Property Owner has made an application for service or the Property Owner provides verification that they are no longer the legal owner of the property. Applicant further agrees that their liability for the service (including monthly meter fees, regardless of usage) shall remain, until they provide verification that they are no longer the legal owner of the property.

3. Applicant shall further agree to assume all liability for any damage occurring on the premises served, by reason of open faucets, faulty fixtures, or broken pipes on such premises at or after the time when service is turned on, whether or not at that time there is any responsible interested person on the premises.

6.1.3. Agreement for Non-Potable Water Service

In addition to completing an Application for Water Service, customers receiving Non-Potable Water Service, as defined in sections 4.2.2, must complete an Agreement for Non-Potable Water Service. It is the Property Owner's responsibility to ensure any persons on their property comply with the terms of the Agreement and to post all required signage on the subject property. Any violations may cause the Non-Potable service to be immediately disconnected.

6.2. Use of Water without Regular Application for Service

Any person, firm, or corporation taking possession of premises where the water supply has been shut off and the curb cock or valve sealed, must make proper application to the District to have the water supply turned on. In the event the Customer turns on the water supply or suffers or causes it to be turned on without first having made such application, the Customer will be held liable for all damages resulting therefrom, including, but not limited to all charges for the water service rendered, the amount thereof to be determined, at the election of the District, either by the meter reading or on the basis of the estimated consumption for the length of time service was received by the Customer without proper application. When the District finds that water is being used without proper application, service will be terminated immediately, and prosecution may occur.

6.3. Deposit from Applicant

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

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

If a consumer who has made a deposit fails to pay his delinquent bill or bills, together with all added penalties, his deposit shall be applied on his account and the service may be discontinued until such time as the deposit is restored to the amount provided herein after all delinquencies and charges are paid.

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

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

Fund.

6.4. Billing and Responsibility for Charges

Under ordinary conditions, each continuous service meter will be read monthly on approximately 28 to 35 days for one billing cycle to the next and a bill thereupon rendered, showing the period covered by the meter reading, or the amount of water used, and the total charge for the service rendered. Fire service meters may, at the option of the District, be read semi-annually or annually. However, monthly bills shall be rendered for the monthly fire service charge. Notice may be given by the District for large or unusual meter registration. The customer is responsible for paying all water that passes through the meter.

Where the meter is found to be out of order, or when a meter reading cannot be obtained, the charge for water will be based, at the option of the District, on an estimated meter reading. Such estimates may be based on previous usage for the property or on the consumption as registered by a substituted new meter. Consideration may also be given to the average monthly consumption adjusted to seasonal demand for the current billing period. Consideration may also be given to volume of business, seasonal demand, and other factors that may assist in determining an equitable charge. When the meter is temporarily covered by building or other material, or when a mobile construction meter has been moved to a new location without the District's knowledge, so that it cannot be read, the charge for water will be based on estimated water usage. Such estimates may be based on previous usage for the property, and a bill or series of bills for the billing period, will be rendered. Estimated water usage may be adjusted, if necessary, when the meter is first thereafter read.

The District may notify the customer of the inaccessibility of the meter and may charge the applicable fee for the notice as specified in the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*.

When the water meter or water lines within a private easement are not accessible to the District due to locked gates, fences, livestock, dogs, or any other condition for more than 60 days, the District will, at its option:

1) Remove the meter and/or terminate service until the inaccessibility is eliminated. Notice of the District's intent to do so will be given to the customer after the first incident of inaccessibility.

2) If the water meter and/or the water lines within a private easement remain inaccessible or their location inhibits or excludes District access, the water meter and/or water lines may be relocated at the determination of the District, and all relocation costs, including, but not limited to, materials and labor, will be billed to the customer.

Bills for District services will be sent to the Owner of the Property served. The Property Owner shall be responsible for the payment of all District charges related to the subject property. A Property Owner's responsibility for District charges is not relieved by either the fact that the charges were incurred and paid by a person or entity other than the Property Owner or the fact that the services were instituted in the name of a person or entity other than the Property Owner. The current Property Owner shall be responsible for payment of all unpaid fees and charges not collected, or collectible, from any user or occupant on the parcel. All bills for District services shall be sent to the property address in the name of the Property Owner (or other address as may be provided, in writing, by the Property Owner). Property Owners may make arrangements to send the bills to a tenant or occupant of the property.

6.5. Time and Manner of Payment

All bills and charges for Water and Sewer Service are due and payable upon presentation. Such bills and charges shall be deemed to be presented upon having been deposited in the United States Mail, postage paid, and addressed to the Customer reflected in the records of the District. Payments may be made in person, by mail, by telephone, online, or

by electronic transfer of funds to the District. Payment must be received before close of business of the delinquent specified on the bill. Postmark date will not be considered as receipt date.

6.6. Delinquent Fees and Charges

Monthly bills are considered delinquent when payment is not received in full for the billed amount by close of business of the delinquent date specified on the bill. The delinquent balance shall be assessed a ten percent (10%) late charge the next business day. Interest shall accrue on the delinquent balance at the rate of 1.5% per month from the delinquent date until the account is brought current. In addition, charges shall be imposed for noticing the Customer of a pending shutoff due to non-payment, and for disconnection of service as a result of delinquency, as provided in ~~Camrosa's~~the District's *Schedule of Rates, Fees and Charges for Water and Sanitary Services*. The Customer will also be liable for any attorney's fees incurred by the District in attempting to collect payment of a delinquent account, whether a lawsuit is filed or not. In the event the District files a lawsuit or other legal proceeding to collect a delinquent account, the prevailing party in that proceeding shall be entitled to recover its attorney's fees and costs of suit, in addition to any other remedies recovered.

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

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

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

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

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

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

The decision to install a flow restriction device or to disconnect a water service will be at the General Manager or authorized designee's discretion and dependent upon any relevant local or State mandates concerning such actions, available resources, and other

pertinent considerations at the time. In the event a flow restriction device is to be installed, the customer will receive a 48-hour door hanger, subject to the *Schedule of Rates, Fees and Charges for Water and Sanitary Services*~~adopted fee schedule~~, prior to the installation. The flow restrictor will remain in place until the past-due balance is paid.

The Policy on Discontinuation of Residential Domestic Water Service or Installation of Flow Restrictor for Nonpayment can be found in Section 6.10.

6.8. Liens

The District may, in its sole discretion, continue service on a delinquent account on the condition that the Customer and/or Property Owner sign a lien, to be recorded in the office of the Ventura County Recorder. Such lien shall encumber all real property interests owned by the Customer and/or Property Owner in the County of Ventura, and shall secure payment of the delinquent amount and any subsequently accruing charges, including interest, attorney's fees, and any other fees or charges incurred by the District in connection with collecting the amounts owed.

6.9. Pressure Zone Surcharges

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

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

This Policy on Discontinuation and Flow Restriction of Residential Water Service for Nonpayment ("Policy"), required by state law with the passage of Senate Bill 998 (2018), applies to all District residential domestic water accounts (Classes I and II in Section 4.2.1.); it does not apply to accounts for nonresidential water service or for irrigation meters at residential parcels. See Section 6.7. for Discontinuation of Non-Residential Service or Installation of Flow Restrictor for Nonpayment.

6.10.1. Contact

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

6.10.2. Delinquency

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

Delinquent balances for residential domestic water service are assessed late fees and accrue interest in accordance with Section 6.6.

Interest charges on delinquent bills will only be waived for customers who demonstrate a household income below 200 percent of the federal poverty level, as defined in Section 6.10.6., and will only be waived once every 12 months.

6.10.3. Discontinuation of Water Service for Nonpayment

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

6.10.3.1. Written Notice to Customer

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

a. The name and address of the customer

b. The amount of the delinquency

c. The date by which payment or payment arrangements must be made to avoid discontinuation of service

d. A description of the procedure to petition for bill review and appeal

e. A description of the procedure by which the customer may request an alternative payment arrangement as described in Section 6.10.3.6.

6.10.3.2. Written Notice to Occupants or Tenants

If the District furnishes water through a master meter, provides individually metered service to a single-family dwelling, multi-unit residential structure, mobile home park, or farm labor camp, and the property owner or manager is the customer of record, or if the customer of record's mailing address is not the same as the service address, the District shall send a notice to the occupants living at the service address at least ten (10) business days before discontinuation of water service.

The notice shall be addressed to "Occupant," contain the information in Section 6.10.3.1., and inform the residential occupants that they have the right to become customers of the District without being required to pay the amount due on the delinquent account. Terms and conditions for occupants to become customers are provided in Section 6.10.7.

6.10.3.3. Notice by Telephone

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

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

If the District is unable to make contact with the customer or an adult person living at the service address by telephone and the mailed notice is returned as undeliverable, the District shall make a good faith effort to leave a notice of imminent discontinuation of residential service and a copy of this Policy or instructions on how to obtain one in a conspicuous place at the service address. The notice and copy of this Policy or instructions on how to obtain one shall be left at the residence at least forty-eight (48) hours before discontinuation of service. The notice shall include the information in Section 6.10.3.1.

6.10.3.5. Circumstances Under Which Service Will Not be Discontinued

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

a. During local, state, or national emergency, as defined and declared by the appropriate level of government, that provides for a moratorium on water shutoffs.

b. During an investigation by the District of a customer dispute or complaint

c. During an appeal

d. During the period of time in which a customer's payment is subject to a District-approved alternative payment arrangement and the customer remains in compliance with the approved payment arrangement

e. Provided a customer meets all of the following special medical and financial

conditions:

i. The customer, or a tenant of the customer, submits to Camrosa the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the State Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

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

iii. The customer is willing to enter into an alternative payment arrangement.

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

6.10.3.6. Alternative Payment Arrangements

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

6.10.3.6.1. Requests

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

6.10.3.6.2. Alternative Payment Schedule

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

6.10.3.6.3. Failure to Comply

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

6.10.3.6.4. Final Notice

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

6.10.3.6.5. Reductions/Waivers/Deferrals

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

6.10.3.6.6. Limits

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

6.10.3.6.7. State of Emergency Exception

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

6.10.3.7. Restoration of Service

Customers whose water service has been discontinued may contact the District by telephone or in person regarding restoration of service. Restoration shall be subject to payment of: (a) any past-due amounts, including applicable interest or penalties; (b) any reconnection fees, subject to the limitations in Section 6.10.6, if applicable; (c) and a security deposit, if required by the District. Payment must be made in cash, money order, debit card, or credit card. Check payments will not be accepted.

6.10.4. Installation of Flow Restrictors

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

This section applies to all customer types and services.

6.10.4.1. Notice

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

6.10.4.2. Removal

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

6.10.5. Procedures to Contest or Appeal a Bill

6.10.5.1. Initiation

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

6.10.5.2. Review by District

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

6.10.5.3. Appeal

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

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

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

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

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

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

6.10.7. Procedures for Occupants or Tenants to Become Customers

6.10.7.1. Applicability

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

6.10.7.2. Agreement to District Terms and Conditions of Service

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

6.10.7.3. Verification of Tenancy

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

6.10.8. Other Remedies

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

6.10.9. Discontinuation of Water Service for Other Customer Violations

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

SEWER SERVICE

7. SEWER SERVICE GENERAL

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

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

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

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

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

7.1. Sewer Service Area

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

7.2. Demarcation of Sewer Service Responsibilities

7.2.1. Demarcation of District Facilities

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

7.2.2. Customer Responsibility

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

7.2.3. Liability for Property Damage

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

District sewer main causes damage to private property.

7.3. Water Reclamation Policy

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

7.4. Eligibility for Sewer Service

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

7.4.1. Sewer Service Requirements for Accessory Dwelling Unit (ADU)

The Camrosa Water District recognizes the growing demand for ADUs within its service area and is committed to ensuring efficient and equitable sewer service for all customers within the Camrosa sewer service area, including those with ADUs. Camrosa has established this policy to govern the addition of ADUs and to determine appropriate and equitable charges for sewer services. Sewer service for an ADU may be connected to the sewer lateral of the primary service on the account, or, at the property owner's request and expense, connected to a new, independent sewer lateral connected to Camrosa's sewer main with a new separate account.

7.4.1.1. Addition of ADUs

7.4.1.1.1. Permitting

All property owners within Camrosa's service area seeking to add an ADU must obtain the necessary permits and approvals from the local building department and comply with all applicable zoning and building codes.

7.4.1.1.2. Application for Service

All property owners within Camrosa's service area seeking to add an ADU must complete an Application for Service and pay the current ADU application fee as found in the District's~~Camrosa's~~ *Schedule of Rates, Fees and Charges for Water and Sanitary Services*. At the time of application for service the property owner will indicate if they desire to connect the ADU to the primary service sewer lateral on the account, or, at the property owner's request and expense, connect to a new, independent sewer lateral connected to Camrosa's sewer main with a new separate account.

7.4.1.1.3. District Approval

Prior to the issuance of a certificate of occupancy for the ADU, property owners must provide documentation of the ADU's completion and compliance with local codes. Camrosa will verify the ADU's completion and its proper connection to the primary sewer service's existing lateral. Connections will be made to the primary service's existing sewer lateral in compliance with District Standards and local sanitation and plumbing codes.

7.4.1.2. Capital Improvement Fees for Sewer Service to ADUs

7.4.1.2.1. Shared Service

ADUs that share a primary sewer service lateral with the main dwelling will not

be subject to applicable Capital Improvement fees.

7.4.1.2.2. New, Independent Service

Property owners may, at their request and bearing all cost thereof, connect an ADU to a new, independent sewer service with a separate sewer service lateral and account. These new accounts will be subject to applicable Capital Improvement fees, as determined by the current District's fee schedule. New, independent sewer service lateral installations must be done using District Standards and a District-approved contractor.

7.4.1.3. Billing and Sewer Service Charges for ADUs

7.4.1.3.1. Shared Service

ADUs that share a primary sewer service lateral with the primary dwelling will be billed on one bill. The base monthly sewer service charge will be increased by one (1) Equivalent Dwelling Unit (EDU) to account for the potential increase in wastewater discharge generated by the ADU. Current base monthly sewer service charges per EDU apply.

7.4.1.3.2. New, Independent Service

ADUs that have a new, independent sewer service lateral connected to the Camrosa sewer main line with a separate sewer services account will be billed separately and may have a separate account holder who meets the applicant requirements in Section 6. The ADU account will pay a separate base monthly sewer charge. Current base monthly sewer service charges per EDU apply.

7.5. Regulation of Sewer Service

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

CONSTRUCTION SPECIFICATIONS

8. INCLUSION OF SPECIFICATIONS BY REFERENCE

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

IMPLEMENTATION

9. IMPLEMENTATION AND PRIOR RULES AND REGULATIONS

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

AUTHORITY FOR IMPLEMENTATION

10. DISCRETIONARY AUTHORITY PROVIDED TO THE GENERAL MANAGER

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

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Tamara Sexton, Deputy General Manager

Subject: **Appointment of General Manager and Secretary of the Board**

Objective: Appointment of General Manager and Secretary of the Board.

Action Required: It is recommended that the Board of Directors:

1) Adopt Resolution 24-03 of the Board to formally appoint Norman Huff to the position of General Manager and Secretary of the Board effective March 11, 2024; and
2) Approve the General Manager's compensation as recommended by the Ad Hoc committee.

Discussion: The Board of Directors requested the Ad Hoc committee begin negotiations with Norman Huff for the position of General Manager and Secretary of the Board. Mr. Huff has agreed to terms and conditions with the negotiating committee and those terms are presented for consideration by the full Board today. If the Board finds the terms and conditions acceptable, it is recommended that the Board adopt the attached resolution, formally appointing Mr. Huff to the position of General Manager and Secretary of the Board.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Resolution No: 24-03

A Resolution of the Board of Directors
of Camrosa Water District

Appointing Norman Huff To the Position of General Manager and Secretary of the Board of Directors

Whereas, the Board of Directors has carefully considered its options to fill the vacant position of General Manager and has been impressed with the qualifications of current staff to continue implementation of the Boards vision and strategic goals; and,

Whereas, the Board of Directors has been successful in negotiating mutually acceptable terms and conditions with Mr. Norman Huff to fill the vacant General Manager's position; and,

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that Norman Huff is hereby appointed to the position of General Manager under the terms and conditions negotiated separately with the Board; and,

Be It Further Resolved that by the Camrosa Water District Board of Directors that within the authority granted to the General Manager, Norman Huff is hereby appointed to serve as Secretary of the Board of Directors;

Be It Further Resolved that these appointments are effective March 11, 2024.

Adopted, Signed, and Approved this 21st day of March 2024.

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

_____ (ATTEST)
Norman Huff, Secretary
Board of Directors
Camrosa Water District

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

General Manager Compensation

Effective March 11, 2024

Norman Huff – General Manager

1. ANNUAL BASE SALARY - $230,000.00
2. UNRESTRICTED USE OF A VEHICLE
3. UNRESTRICTED USE OF A CELL PHONE
4. OPTION TO CASH IN TWO WEEKS OF LEAVE PER YEAR
5. MEDICAL, DENTAL AND VISION FOR EMPLOYEE AT NO COST
6. OTHER BENEFITS & INSURANCE AS DEFINED IN THE EMPLOYEE HANDBOOK
7. PROFIT SHARE PLAN 5% OF BASE SALARY (picked up by District from Base Salary)
8. HOLIDAY PAY: 11 days plus 2 floating days added at the beginning of each Fiscal Year.
9. CalPERS 2% AT 62: PEPRA EMPLOYER CONTRIBUTION PAID BY DISTRICT
10. ANNUAL LEAVE - AS DEFINED IN THE EMPLOYEE HANDBOOK
11. ELIGIBLE FOR DISCRETIONARY OFFSET AND DISCRETIONARY BONUS

Approved this 21st day of March 2024.

_____
Eugene F. West, President
Camrosa Water District

_____
Norman Huff, General Manager
Camrosa Water District

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Board Memorandum

March 21, 2024

To: Board of Directors

From: Tamara Sexton, Deputy General Manager

Subject: **Amend the District's Salary and Classification Schedule**

Objective: With the Appointment of General Manager and Secretary of the Board it is necessary to amend and adopt the District's Salary and Classification Schedule.

Action Required: Adopt Resolution 24-04 Adjusting the District's Salary and Classification Schedule.

Discussion: With the appointment of the General Manager and Secretary of the Board, the District's Salary and Classification Schedule requires a General Manager salary range amendment. It is recommended that the Board adopt Resolution 24-04 Adjusting the District's Salary and Classification Schedule and the attached Salary and Classification Schedule.

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

Resolution No: 24-04

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 District's Salary and Classification Schedule attached hereto shall reflect the salary range of the position of General Manager;

Now, Therefore, Be It Resolved that the Camrosa Water District Board of Directors hereby adopts the Salary and Classification Schedule effective March 11, 2024.

Adopted, Signed, and Approved this 21st day of March 2024.

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

_____ (ATTEST)
Norman Huff, Secretary
Board of Directors
Camrosa Water District

CAMROSA WATER DISTRICT SALARY SCHEDULE

SALARY AND CLASSIFICATION SCHEDULE

Effective: March 11, 2024

Position	Minimum	Max	FTE	FLSA	Time Base
Assistant General Manager~~/Water Resources & Regulatory Compliance~~	$ 130,000	$ 260,000	1	N	Annually
Chief Plant Operator	$ 75,000	$ 150,000	1	Y	Annually
Control Systems Supervisor	$ 75,000	$ 150,000	1	Y	Annually
Customer Service Manager	$ 100,000	$ 200,000	1	N	Annually
Customer Service Representative/ Accounts Payable Technician	$ 45,000	$ 90,000	1	Y	Annually
Customer Service Representative/Administrative Assistant	$ 45,000	$ 90,000	1	Y	Annually
Deputy General Manager/Finance	$ 110,000	$ 220,000	1	N	Annually
District Engineer	$ 110,000	$ 220,000	1	N	Annually
Engineering & Capital Projects Manager	$ 110,000	$ 220,000	1	N	Annually
Field Service Technician I	$ 40,000	$ 80,000	0	Y	Annually
Field Service Technician II	$ 45,000	$ 90,000	2	Y	Annually
Finance Manager	$ 110,000	$ 220,000	0	N	Annually
General Manager	$ 230,000	$ 270,000	1	N	Annually
GIS Specialist	$ 55,000	$ 110,000	0	Y	Annually
I.T. and Special Projects Manager	$ 110,000	$ 220,000	1	N	Annually
IT Coordinator	$ 75,000	$ 150,000	0	Y	Annually
Instrumentation Technician	$ 65,000	$ 130,000	1	Y	Annually
Laboratory Analyst I	$ 45,000	$ 90,000	1	Y	Annually
Laboratory Analyst II	$ 60,000	$ 120,000	1	Y	Annually
Laboratory Supervisor	$ 90,000	$ 180,000	0	N	Annually
Senior Accountant	$ 75,000	$ 150,000	1	N	Annually
Senior Customer Service Representative	$ 65,000	$ 130,000	0	Y	Annually
Senior Customer Service Representative/Specialist	$ 70,000	$ 140,000	1	Y	Annually
Senior Field Service Technician	$ 55,000	$ 110,000	0	Y	Annually
Senior System Operator	$ 75,000	$ 150,000	1	Y	Annually
Superintendent of Operations	$ 110,000	$ 220,000	1	N	Annually
System Field Supervisor	$ 80,000	$ 160,000	1	Y	Annually
System Operator I	$ 55,000	$ 110,000	4	Y	Annually
System Operator II	$ 60,000	$ 120,000	2	Y	Annually
Water Loss Control Coordinator	$ 80,000	$ 160,000	1	Y	Annually
Water Quality & Environmental Compliance Supervisor	$ 100,000	$ 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

CAMROSA WATER DISTRICT
BUILDING WATER SELF-RELIANCE

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. 2024 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			**Effluent Pond Relining**	**$ 1,501,500.00**	**$ 171,095.26**							
	2017-30	FY18-0034-R2				MNS Engineeers, 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			**CWRF Dewatering Press**	**$ 2,158,000.00**	**$ 1,969,086.42**							
	2017-33	FY18-0055				MNS Engineers, Inc.	8/31/2017	BD		$ 97,932.00	$ 97,932.00	Award and up to $10,000 contingency
							12/8/2017	GM	CO #1	$ 5,370.00	$ 5,370.00	Surveying services
							5/28/2020	BD	CO #2	$ (44,900.00)	$ (44,900.00)	Credit
							5/28/2020	BD	CO #3	$ 87,911.00	$ 87,911.00	professional engineering services to amend and update existing plans and specifications
							9/24/2020	BD	CO #4	$ 24,670.00	$ 24,670.00	Modify plans to rotate solids handling building 90 degrees
											$ 170,983.00	
650-15-01			**PV Well (Lynwood Well)**	**$ 5,967,000.00**	**$ (35,073.48)**							
	2014-56	REQ00057				Perliter & Ingalsbe	10/22/2014	BD		$ 156,600.00	$ 156,600.00	Award and to amend up to $15,000 for out-of-scope
							5/26/2015	GM	CO #1	$ 2,950.00	$ 2,950.00	Additional work field locating
							11/15/2016	GM	CO #2	$ 3,821.00	$ 3,821.00	PV well rendering
							11/7/2017	GM	CO #3	$ 14,922.00	$ 14,922.00	Prepare Pre-bid documents for pump and motor
							7/26/2018	BD	CO #4	$ 8,826.00	$ 8,826.00	Construction services to pump only installation
							12/12/2019	BD	CO #5	$ 34,956.00	$ 34,956.00	Review iron and manganese filter & finalize contract plans & specs
							9/2/2020	GM	CO #6	$ 3,090.00	$ 3,090.00	T&M Future FE/MN revisions
							3/11/2021	BD	CO #7	$ 4,935.00	$ 4,935.00	Finalize plans and specifications
							3/11/2021	BD	CO #8	$ 795.00	$ 795.00	engineering design of the removal of filters and reconfiguration of the diesel generator
							3/11/2021	BD	CO #9	$ 7,182.00	$ 7,182.00	engineering design of the removal of filters and reconfiguration of the diesel generator
							6/24/2021	BD	CO #10	$ 76,062.00	$ 76,062.00	engineering & construction support services
							1/13/2022	BD	CO #11	$ 55,803.00	$ 55,803.00	construction support services- additonal work
							2/23/2023	BD	CO #12	$ 14,962.00	$ 14,962.00	construction support services- additonal 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/Raise foundation for chlorine tank
							3/9/2023	GM	CO#4	$ 49,565.00	$ 46,203.08	trenching
							5/25/2023	BD	CO#5	$ 22,865.45	$ 22,865.45	thermostat,addtl conduits & conductors
							7/11/2023	GM	CO#6	$ 20,227.35	$ 20,227.35	addtl work generator, relays, wiring motor vibration sensor
							10/4/2023	GM	CO#7		$ 81,000.60	T&M paving, added conduits, wire & breaker
											$ 3,170,347.67	
		FY22-0011				American Public Works Consulting Engineers	6/24/2021	BD			$ 68,200.00	construction management services
							5/3/2022	GM	CO #1		$ 15,500.00	construction management services @ 100 hours
							2/23/2023	BD	CO#2		$ 4,000.00	construction management services @ 100 hours
											$ 87,700.00	
		REQ00036				Golden State Labor Compliance	7/16/2015	GM			$ 3,900.00	labor compliance support
		FY19-0254					7/26/2018	BD	CO #1		$ 4,700.00	labor compliance support
		FY22-0012					6/24/2021	BD	CO#2		$ 24,500.00	labor compliance support
							5/3/2022	GM	CO# 3		$ 9,024.00	labor compliance support
							2/23/2023	BD	CO#4		$ 15,040.00	labor compliance support
											$ 57,164.00	
		FY22-0306				Union Materials Testing						
							4/18/2022	GM			$ 4,480.00	testing and inspection services
							9/14/2022	GM	CO#1		$ 4,500.00	testing and inspection services
							2/10/2023	GM	CO#2		$ 1,500.00	testing and inspection services
											$ 10,480.00	
	2023-91	POFY23-0163-R1				Jordan, Gilbert & Bain Landscape Architects, Inc.		GM			$ 6,590.00	Landscape Architectural Services
							9/21/2023	GM	CO#1		$ 1,600.00	Site visits/inspection during landcapte installation
											$ 8,190.00	
600-20-02			**Conejo Wellfield Treatment**	**$ 11,725,000.00**	**$ 3,178.80**							
		FY22-0179				James C. Cushman, Inc.	11/18/2021	BD			$ 5,792,150.00	GAC construction
							8/9/2022	GM	CO#1		$ 4,184.00	Drain inlet box

					12/6/2022	GM	Temp. Ext.	N/A	$ -	zero cost, time only, to bridge longer contract negotiation
					12/12/2022	GM	CO#2	$ 95,610.00	$ 82,535.00	fencing and one 1 bypass
					2/22/2023	GM	CO#3	$ 5,067.00	$ 5,067.00	modifications to grading of detention basin
					4/19/2023	GM	CO #4	$ 27,000.00	$ 24,958.86	Modifications to CO2 System
					4/19/2023	GM	CO #4	$ 6,800.00	$ 6,004.18	Addition of Auxillary Power Break for Generator
					3/23/2023	BD	CO #5	$ 15,276.00	$ 14,658.00	Edison Transformer Pad
					3/23/2023	BD	CO #5	$ 15,694.00	$ 14,796.00	Booster Pump/Temporary Power
					3/23/2023	BD	CO #5	$ 23,524.00	$ 23,524.00	Modification of tank finish bolted tanks
					5/22/2023	GM	CO #6	$ 23,585.00	$ 23,585.00	Additional wiring chemical tank, backwash tan and GAC control actuators
					6/5/2023	GM	CO #7	$ 38,279.00	$ 32,207.89	Addtl Newtork conduits, underground conduits, static grounding, pothole 6"waterline, pull boxes
					8/7/2023	GM	CO #8	$ 76,000.00	$ 76,000.00	Addtl grading work
					9/15/2023	GM	CO #9	$ 3,000.00	$ 2,300.00	Addtl drainage box extension
					1/11/2024	BD	CO #10		$ 825,000.00	time delay
									$ 6,926,969.93	
	FY22-0151			Michael K. Nunley & Associates	11/18/2021	BD		$ 179,850.00	$ 179,850.00	Conejo Wellfield construction management
					11/16/2022	GM	CO#1	$ 23,956.09	$ 23,956.09	Remainder construction management.
									$ 203,806.09	
	FY22-0149			Royal CED	11/10/2021	BD		$ 1,054,110.97	$ 1,054,110.97	
					3/3/2023	GM	CO#1	$ 1,899.17	$ 1,899.17	PCM panel, elliminate mmcs, spare cabinet, plm bom panel
									$ 1,056,010.14	
				Aqueous Vets						
					9/23/2021	BD			$ 180,237.32	Carbon Fill
					1/17/2024	GM	CO#1		$ 11,759.00	updated sales tax
									$ 191,996.32	
		PVB Modeling								
2023-102	FY24-0016			Intera	5/25/2023	BD			$ 167,490.00	PVB groundwater development plan
					9/21/2023	BD	CO#1		$ 60,000.00	evaluate data how different areas respond to stresses
					2/7/2024	GM	CO#2		$ 16,100.00	addtl support services
									$ 243,590.00	
		GSP numerical model update								
2023-101	FY23-0322				5/25/2023	BD			$ 96,240.00	GSP numerical model update
					10/18/2023	GM	CO#1		$ 6,400.00	update model with pre-2011 delivery data
					12/6/2023	GM	CO#2		$ 4,840.00	prepare/process delivery data
									$ 107,480.00	
650-22-04		**Camsprings waterline under Conjeo Creek**	**$ 610,000.00**	**$ (4,405.19)**						
	FY24-0054			J Vega Engineering	6/8/2023	BD			$ 381,825.00	construction camsprings waterline
					1/11/2024	BD	CO #1	67,782.76	$ 48,293.71	addtl excavation, compaction, pipe fittings
									$ 430,118.71	

2024 Camrosa Board Calendar

JANUARY						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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FEBRUARY						
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MARCH						
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31						

APRIL						
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MAY						
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JUNE						
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JULY						
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AUGUST						
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SEPTEMBER						
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OCTOBER						
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NOVEMBER						
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DECEMBER						
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22	23	24	25	26	27	28
29	30	31				

2024 Holidays

- January 1st & 2nd New Year's Holiday (Observed)
- February 19th - President's Day
- May 27th - Memorial Day
- July 4th - Independence Day
- September 2nd - Labor Day
- November 11th - Veteran's Day
- November 28th & 29th - Thanksgiving
- December 24th & 25th - Christmas
- December 31st - New Year's Eve

2024 Conferences

- CASA Winter Conf. (Palm Springs) Jan. 24th - 26th
- ACWA Spring Conf. (Sacramento) May 7th - 9th
- CASA 69th Annual Conf. (Monterey) July 31st - Aug. 2nd
- ACWA Fall Conf. (Palm Desert) Dec 3rd - 5th

2024 AWA Meetings

- *"Water Issues" Third Tuesday (except Apr., Aug., Dec.)*
- AWA Board Meetings (See orange on calendar)
- Waterwise Breakfast (See yellow on calendar)
- April 18th - Annual Symposium
- ***August - DARK (No Meetings or Events)***
- September 19th - Reagan Library Reception
- December 12th - Holiday Mixer

2024 VCSDA Meetings

- February 6th - Annual Dinner
- April 2nd
- June 4th
- August 6th
- October 1st
- December 3rd

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.

Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM

Read File