

Board Agenda

Regular Meeting

Thursday, April 25, 2024

Camrosa Board Room

7385 Santa Rosa Rd. • Camarillo, CA 93012

5:00 P.M.

Call to Order

Public Comments

At this time, the public may address the Board on any item not appearing on the agenda which is subject to the jurisdiction of the Board. Persons wishing to address the Board should fill out a white comment card and submit it to the Board 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 April 11, 2024

2. **Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$651,466.01.

Primary Agenda

3. Water Resource Supply Project Update Presentation

Objective: Receive an updated summary presentation for water resource supply project planning.

Action Required: No action necessary; for information only.

4. ****Woodard and Curran Water Resource Supply Project Agreement**

Objective Ensure successful completion of the Woodard and Curran (W&C) Water Resource Supply Project.

Action Required: Discussion with Staff direction or Board action by motion as needed regarding the W&C Water Resource Supply Project Agreement.

5. ****Ordinance 40-24 Rules and Regulations Governing the Provision of Water and Wastewater Service**

Objective: Update Ordinance 40, Rules and Regulations Governing the Provision of Water and Wastewater Service.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 40-24 Rules and Regulations Governing the Provision of Water and Wastewater Service.

6. ****Schedule of Rates for Water and Wastewater Services**

Objective: Adopt Ordinance 42-24, Schedule of Rates for Water and Wastewater Services.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 42-24, Schedule of Rates for Water and Wastewater Services.

7. ****Miscellaneous Fees and Charges**

Objective: Adopt Ordinance 43-24, Schedule of Miscellaneous Fees and Charges.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 43-24, Schedule of Miscellaneous Fees and Charges.

8. **Water Loss Program Update**

Objective: Brief the board on the progression of the water loss program.

Action Required: No action necessary; for information only.

9. **Customer and Administrative Services Quarterly Report**

Objective: Provide a quarterly presentation to the Board regarding Customer Service and other Administrative Services.

Action Required: No action necessary; for information only.

10. **Water Quality Quarterly Report**

Objective: Provide a quarterly presentation to the Board regarding the current status of the District's compliance efforts and water quality.

Action Required: No action necessary; for information only.

11. ****Local Production Update**

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

Action Required: No action necessary; for information only.

12. ****Capital Improvement Projects Status Update**

Objective: Provide a quarterly presentation to the Board on the District's CIP status update.

Action Required: No action necessary; for information only.

13. **Fiscal Year 2024-25 Draft Budget

Objective: Receive a briefing from staff on the proposed Fiscal Year (FY) 2024-25 Operating Budget.

Action Required: No action necessary; for information only.

14. **Resolution of Intention to Terminate CalPERS Contract

Objective: Adopt a Resolution of Intention to Terminate CalPERS Contract in order to request CalPERS “buyout” amount.

Action Required: Adopt Resolution 24-06 Intention to Terminate the Contract Between the Board of Administration California Public Employees' Retirement System and The Board of Directors Camrosa Water District.

15. 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 \$185,000.00 for the Woodcreek Well Rehabilitation from the potable capital replacement fund; and
- 2) Authorize the General Manager to issue a change order to General Pump Company, Inc., in the amount of \$167,614.00, for a screened insert.

16. Heritage Park – Monitoring Well Installation

Objective: Authorize additional funding and change order for the installation of a monitoring well in Heritage Park.

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

- 1) Appropriate additional funding in the amount of \$85,000.00 from the potable capital improvement fund to the Heritage Park monitoring well; and
- 2) Authorize the General Manager to award a change order in the amount, not to exceed, \$85,000.00 to South Valley Companies (SVC), Inc., for increased depth drilling and development of a new monitoring well.

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.

**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/

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.

April 25, 2024

**Board of
Directors
Agenda Packet**

Board Minutes

Regular Meeting

Thursday, April 11, 2024
Camrosa Board Room
5:00 P.M.

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

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

Staff: Norman Huff, General Manager
Tamara Sexton, Deputy General Manager/Finance (via teleconference)
Jozi Zabarsky, Customer Service Manager
Joe Willingham, Joe Willingham, IT & Special Projects Manager
Art Aseo, Engineering & Capital Projects Manager
Kevin Wahl, Superintendent of Operations
Mike Phelps, Water Quality and Environmental Compliance Supervisor
Terry Curson, District Engineer
Donnie Alexander, Customer Service Rep/Admin Assistant
Stella Pimentel, Sr. Customer Service Rep/Specialist
Natalie Roberts, Water Loss Control Coordinator
Seth Shapiro, Legal Counsel

Guest: Ann Bui, Black & Veatch (via teleconference)
Alan McDonald, AllConnected
Dominik Azam, AllConnected (via teleconference)
Zach Wetzels, AllConnected (via teleconference)
Bryan Arellanes, AllConnected (via teleconference)

Public Comments

None

Consent Agenda

1. Approve Minutes of the Special Meeting of March 18, 2024

The Board approved the Minutes of the Special Meeting of March 18, 2024.

Motion: Nelson **Second:** Hoag

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

2. Approve Minutes of the Regular Meeting of March 21, 2024

The Board approved the Minutes of the Regular Meeting of March 21, 2024.

Motion: Nelson **Second:** Hoag

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

3. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,197,668.46 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,197,668.46.

Motion: Nelson **Second:** Hoag

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

4. Forklift for Lynnwood Well Site

The Board authorized the General Manager to:

- 1) Appropriate \$45,000.00 to establish a Forklift fixed asset; and
- 2) Issue a purchase order to Papé Material Handling in an amount not to exceed \$42,765.51, for the purchase of a Hyster® H50XT Forklift.

Motion: Nelson **Second:** Hoag

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

Primary Agenda

5. Cybersecurity Briefing

AllConnected provided a presentation to the Board on the District's Cybersecurity Posture. The Board requested the District's Cyber Security Policies be brought back to the Board for review.

No action necessary; for information only.

6. Fiscal Year 2023-24 End of Year Projections

The Board received a briefing from staff on the Fiscal Year (FY) 2023-24 End of Year Projections.

No action necessary; for information only.

7. Review of District Investment Policy

The Board adopted Resolution 24-05 Adopting a District Investment Policy.

Motion: Nelson **Second:** Hoag

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

8. Set Proposition 218 Rate Hearing

The Board took the following actions:

- 1) Accepted the Comprehensive Rate Study; and
- 2) Set a public hearing date of June 6, 2024, to consider adopting the proposed rate adjustments.

Motion: Foreman **Second:** Hoag

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

9. Benefits Ad-Hoc Committee Report

The Board received a report from the Benefits Ad-hoc Committee and provided direction to Staff to take the next step in the process to receive the buyout amount from CalPERS.

No action necessary; for discussion only.

Comments by General Manager

- None

Comments by Directors

- Director Foreman provided an update to the Board regarding Metropolitan’s proposed rate increases and likely increases to property taxes.
- Director Nelson reported attending the VCSD meeting at which the General Manager at Calleguas gave a presentation on independence from State water.
- President West expressed his disappointment that Woodard and Curan did not provide an update as instructed and requested staff to place on the next Board meeting agenda an item to consider the termination of the agreement.

Adjournment

There being no further business, the meeting was adjourned at 6:53 P.M.

Norman Huff, Secretary
Board of Directors
Camrosa Water District

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

Board Memorandum

April 25, 2024

To: General Manager
From: Sandra Llamas, Sr. Accountant
Subject: Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$651,466.01.

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

Payroll PR 4-1, 2024	\$ 56,466.65
Accounts Payable 04/02/2024-04/17/2024	\$ <u>594,999.36</u>
Total Disbursements	\$ <u>651,466.01</u>

DISBURSEMENT APPROVAL	
BOARD MEMBER	DATE
BOARD MEMBER	DATE
BOARD MEMBER	DATE

 Norman Huff, General Manager

CAL-Card Monthly Summary

Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
03/20/24	03/22/24	Amazon	\$32.16	USB flashdrive	JS
03/19/24	03/22/24	Amazon	\$451.75	New phone cases and SD reader/SD card	JS
03/15/24	03/22/24	Redwing Shoe	\$332.45	Work Boots Jorge	JS
03/15/24	03/22/24	Amazon	\$16.08	Amazon prime membership	JS
03/07/24	03/22/24	Amazon	\$64.34	Webcam for workstation	JS
03/06/24	03/22/24	Redwing Shoe	\$286.34	Work Boots Josh	JS
03/06/24	03/22/24	Amazon	\$268.10	Chlorine Tablets	JS
02/22/24	03/22/24	Proud Bird	\$84.30	Lunch for Camrosa Staff (treatment tour)	JS
03/15/24	03/22/24	Cole Parmer	\$160.04	IR Thermometer	GM
03/08/24	03/22/24	Staples	\$4.06	Note Cards	GM
02/22/24	03/22/24	CWEA	\$35.00	March 7th training workshop	GM
02/22/24	03/22/24	CWEA	\$5.00	March 7th training workshop Kylee	GM
02/24/24	03/22/24	Unity Lab Services	\$728.84	Replacement fan assembly for Bati Incubator	GM
02/23/24	03/22/24	Tri-Counties Section CWEA	\$35.00	Member Workshop	MP
03/15/24	03/22/24	USPS Camarillo	\$1.36	Mail SWRCB Renewal Application for D2 and T3 certs	JK
02/27/24	03/22/24	CWEA	\$35.00	Tri-Counties CWEA CEU's and Training Workshop Fee	JK
02/24/24	03/22/24	Home Depot	\$56.52	Air compressor fittings for CWRF	JK
02/23/24	03/22/24	Costal Pipco	\$163.19	Pipe materials 7 check valves for Yucca	JK
02/22/24	03/22/24	The Hose-Man	\$68.19	Hose for Yucca pump Station	JK
03/08/24	03/22/24	Thompson Building Materia	\$42.69	Supplies/Materials for hit Fire Hydrant repair	JN
03/07/24	03/22/24	Home depot	\$306.48	Supplies/Materials for hit Fire Hydrant repair	JN
02/26/24	03/22/24	WaterWisePro	\$465.75	Treatment Training	JN
03/15/24	03/22/24	Amazon	\$137.16	Keyboard & Mouse (office)	JZ
03/18/24	03/22/24	Smart & Final	\$27.86	Community Forum ice/cookies	JZ
03/18/24	03/22/24	FastSigns	\$144.06	Community Forum posters	JZ
03/19/24	03/22/24	Arisu Korean BBQ	\$81.08	CIS User Group dinner (w/Stella)	JZ
02/27/24	03/22/24	The Home Depot	\$48.26	LED Light Bulbs for RMWTP	BB
03/02/24	03/22/24	Amazon	\$87.39	Ergonomic Mouse for work at home	SLL
03/08/24	03/22/24	Safeguard Business	\$195.04	Deposit Slips-Deposit Account	SLL
03/13/24	03/22/24	GFOA	\$35.00	Webinar - Efficiency in Finance	SLL
03/01/24	03/22/24	Office of water programs	\$226.25	Training	CC
03/01/24	03/22/24	The home depot	\$104.24	tools unit 6	CC
03/15/24	03/22/24	Red Wings shoes	\$257.38	Safety Boots	CC
02/26/24	03/22/24	Water Wise Pro	\$465.75	T2 Training	MS
03/14/24	03/22/24	IGOODZ INC.	\$88.11	Sign for Heritage Park Monitoring Well Drilling	TC
03/15/24	03/22/24	BNI Building News	\$204.61	2024 Edition Greenbook	TC
03/13/24	03/22/24	AutoZone	\$30.73	Portable Honda generator oil change	JC
03/08/24	03/22/24	The Home Depot	\$66.29	Truck #38 Tools	JC
02/26/24	03/22/24	Smart and Final	\$62.16	Kitchen Essentials for CWRF/RMWTP	JC
03/01/24	03/22/24	Southwest Airlines	\$25.00	Automatic Check-in for Southwest Airlines flight (below)	NR
03/01/24	03/22/24	Southwest Airlines	\$25.00	Automatic Check-in for Southwest Airlines flight (below)	NR
03/01/24	03/22/24	Southwest Airlines	\$99.97	Southwest Airlines flight round trip LAX to SMF 10 Apr 24	NR
03/01/24	03/22/24	Airgas LLC	\$109.18	TR well	MS
03/01/24	03/22/24	Napa Auto Parts	\$273.77	Unit 37 supplies/battery	MS
03/08/24	03/22/24	Cedar Valley Plumbing Sup	\$16.33	Concrete Sponge for hydrant repair	MS
03/13/24	03/22/24	Culligan of Ventura	\$18.00	Tank exchanges	MS
03/15/24	03/22/24	AirGas	\$118.53	CO2 tank replacements for well soundings	KH
03/05/24	03/22/24	The Home Depot	\$499.84	Salt for Penny well	KH
03/04/24	03/22/24	Amazon Marketplace	\$252.03	White boards and materials for well sites	KH
03/01/24	03/22/24	The UPS store	\$8.20	Mailing off D3 application	KH
03/20/24	03/22/24	Wood Ranch	\$57.66	Lunch with Brian Boring	NH
03/13/24	03/22/24	Snapper Jack's	\$27.83	Lunch with Mike Smith	NH
03/12/24	03/22/24	Amazon	\$100.00	Idea of the Month reward	NH
03/11/24	03/22/24	Finney's	\$36.04	Lunch with Mary Otten, PV Parks	NH
03/07/24	03/22/24	NY Deli	\$77.53	Lunch with Christi Moore, Leisure Village GM & Jim Murchie, Treasurer	NH
03/06/24	03/22/24	Panda Express	\$24.00	Lunch with Chris Castaneda	NH
03/05/24	03/22/24	Wood Ranch	\$55.96	Lunch with Shiri Klima, Oxnard DCM	NH
02/29/24	03/22/24	Peking Inn	\$40.30	Lunch with Mark Sepulveda	NH
02/21/24	03/22/24	The Habit	\$31.06	Lunch with Johnny Cobian	NH
02/22/24	03/22/24	CWEA Tri-Counties	\$35.00	Registration Fee for 3/7 Workshop	CL
03/01/24	03/22/24	Staples	\$47.18	Vacuum/Air Duster for Lab	CL
03/01/24	03/22/24	Staples	-\$47.18	Returned broken Vacuum/Air Duster for Lab	CL
03/01/24	03/22/24	Staples	\$47.18	Working Vacuum/Air Duster for Lab	CL
03/04/24	03/22/24	UPS	\$165.06	Shipped Samples to BSK	CL
03/04/24	03/22/24	Vons	\$6.42	Ice for Shipping Samples	CL
03/12/24	03/22/24	Valvoline Instant Oil Change	\$128.85	Oil Change, Tire Rotation & Engine Air Filter for Truck 33	CL
03/21/24	03/22/24	CWEA	\$25.00	BOD Webinar- on-demand	CL
03/21/24	03/22/24	CWEA	\$50.00	Data Integrity and Ethics Webinar	CL
02/22/24	03/22/24	Home Depot	\$271.22	Tools	RV
02/26/24	03/22/24	DLT	\$707.26	Autocad Annual Renewal	JW
02/26/24	03/22/24	Spectrum	\$1,249.00	Spectrum Internet	JW
02/28/24	03/22/24	Mackay Communications	\$146.88	Sat-phone usage charges	JW
03/01/24	03/22/24	Google Gsuite	\$12.00	Google - camrosawaterdistrict.org domain registration (Monthly Service Fee)	JW
03/01/24	03/22/24	Thinking2	\$160.00	www.camrosa.com and asrgsa.com domain hosting	JW
03/11/24	03/22/24	Calfire	\$99.00	online IVR - Delinquent Call Out (Monthly Service Fee)	JW
03/11/24	03/22/24	Network Solutions	\$19.97	ASRGSA.COM monthly forwarding	JW
03/19/24	03/22/24	Spectrum Cable	\$212.12	Spectrum Cable	JW
03/21/24	03/22/24	TeamViewer	\$3,459.59	SCADA Remote Access - Annual Renewal	JW
03/10/24	03/22/24	boot barn	\$183.16	work boots	KK
03/22/24	03/22/24	Zoom	\$298.90	teleconferencing for Board & staff meetings	TS
03/22/24	03/22/24	CSMFO	\$135.00	CSMFO Membership	TS
03/18/24	03/22/24	AWA	\$43.00	CCWUC Ed. Luncheon (staff)	DA
03/12/24	03/22/24	AWA	\$516.00	CCWUC Ed. Luncheon (staff)	DA
03/12/24	03/22/24	ACWA	\$335.00	Legislation Conference (NR)	DA
03/12/24	03/22/24	VC Recorder's Office	\$26.50	Record Water Rights Doc	DA
03/12/24	03/22/24	UPS Store	\$112.57	Overnight Payment to WBI	DA
03/08/24	03/22/24	Bread Basket	\$96.00	Safety Lunch	DA
03/01/24	03/22/24	Toppers Pizza	\$536.51	Safety Lunch	DA
02/26/24	03/22/24	Vons	\$47.57	Bevs & Ice for Safety Lunch	DA
02/23/24	03/22/24	AWA	\$33.00	WaterWise Meeting	DA
02/23/24	03/22/24	AWA	\$33.00	WaterWise Meeting	DA
			\$16,991.00		

Camrosa Water District

Accounts Payable Period:

04/02/2024-04/17/2024

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	151,945.93
20053	Current LTD Bond 2016	
21800	Unclaimed Monies	
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23001	Refunds Payable	3,487.65
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	223,066.82
50020	Pumping Power	
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	
50135	PERS Retirement	
50200	Utilities	145.76
50210	Communications	620.39
50220	Outside Contracts	96,417.59
50230	Professional Services	11,609.85
50240	Pipeline Repairs	63,913.76
50250	Small Tool & Equipment	337.51
50260	Materials & Supplies	11,388.51
50270	Repair Parts & Equip Maint	19,334.91
50280	Legal Services	4,576.50
50290	Dues & Subscriptions	151.09
50300	Conference & Travel	3,948.27
50310	Safety & Training	4,054.82
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$594,999.36

Expense Approval Report

By Vendor Name

Camrosa Water District, CA

Payable Dates 4/2/2024 - 4/17/2024 Post Dates 4/2/2024 - 4/17/2024

Payment Number	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order #	Amount
25	04/16/2024	BONDY GROUNDWATER CONSULTING, INC.	097-08-GSA	Consulting Services GSA Track 2	Prof services	FY24-0001	2,388.75
Vendor: INT03 - INTERA INCORPORATED							
126	04/16/2024	INTERA INCORPORATED	03-24-55	PO FY23-0322 was inadvertently closed for Track #2.	Prof services	FY24-0223	4,755.00
126	04/16/2024	INTERA INCORPORATED	03-24-65	SGMA annual report and update numerical model	Prof services	FY24-0147	30,602.50
Vendor INT03 - INTERA INCORPORATED Total:							35,357.50

TOTAL VENDOR PAYMENTS-GSA

\$ 37,746.25

Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR

3431	04/11/2024	DEPOSIT ONLY-CAMROSA WTR	4-11-24-PR	Transfer to disbursements Account	Transfer to disbursements-hol		196,000.00
3432	04/11/2024	DEPOSIT ONLY-CAMROSA WTR	4-11-24-AP3	Transfer to Disbursements Account	Transfer to disbursements-hol		500,000.00
3433	04/11/2024	DEPOSIT ONLY-CAMROSA WTR	4-11-24-AP2	Transfer to Disb Account	Transfer to disbursements-hol		1,045,000.00
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							1,741,000.00

Vendor: AGR00 - AG RX INC.

60620	04/17/2024	AG RX INC.	102990	Weed Abatement	Outsd contracts	FY24-0226	1,569.96
60620	04/17/2024	AG RX INC.	103011	Weed abatement	Outsd contracts	FY24-0227	4,234.89
60620	04/17/2024	AG RX INC.	103039	Weed Abatement	Outsd contracts	FY24-0233	3,134.79
Vendor AGR00 - AG RX INC. Total:							8,939.64

Vendor: AIR05 - AIRGAS USA, LLC.

60621	04/17/2024	AIRGAS USA, LLC.	5507176337	Materials & Supplies - CO2 Tank Rental	Materials & supplies		34.90
60621	04/17/2024	AIRGAS USA, LLC.	9148430270	Materials & Supplies - CO2 Tank Rental	Materials & supplies		50.00
Vendor AIR05 - AIRGAS USA, LLC. Total:							84.90
60622	04/15/2024	ALEX JACOBITZ	00004356	Deposit Refund Act 4356 - 1791 Coachman Dr	Refunds payable		28.95

Vendor: ALL14 - ALLCONNECTED INC

60623	04/16/2024	ALLCONNECTED INC	43808	Labor and Material for NetworkSwitch Installations	Construction in progress	FY24-0189	18,718.88
60623	04/16/2024	ALLCONNECTED INC	43809	Labor and Material for NetworkSwitch Installations	Construction in progress	FY24-0189	16,586.25
60623	04/16/2024	ALLCONNECTED INC	43813	All Connected Smart Connect and Aux Support	Outsd contracts	FY24-0003	3,592.75
Vendor ALL14 - ALLCONNECTED INC Total:							38,897.88

60624	04/16/2024	AQUATIC INFORMATICS INC	108221	WIMS Software Renewal	Outsd contracts		4,257.12
60619	04/17/2024	AWA	2024SympPtrnSpor	2024 AWA Symposium Patron Sponsor	Conf. & travel		3,000.00
60625	04/17/2024	BADGER METER INC	1635609	BADGER WIRING HARNESSSES FOR MTUS	Construction in progress	FY24-0156	69,015.38
1369	04/16/2024	BONDY GROUNDWATER CONSULTING, INC.	094-10	Project Management for District PV Modeling	Prof services	FY24-0020	367.50

Vendor: CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT

1370	04/17/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	030824	Water Purchase Potable	Water purchases-Potable		123,705.33
1370	04/17/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	030824	Water Purchase Fixed Charge	CMWD Fixed Charges		79,180.00
1370	04/17/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	030824	Water Purchase N-P	Water purchases N-P		2,716.52
1370	04/17/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP031624	SMP-CMWD-SMP Pipe Line	SMP CWD-RMWTP		16,833.72
1370	04/17/2024	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP031624	SMP-CMWD-SMP Pipe Line	SMP CMWD		631.25
Vendor CAL03 - CALLEGUAS MUNICIPAL WATER DISTRICT Total:							223,066.82

Vendor: CAN03 - Cannon Corporation

60626	04/17/2024	Cannon Corporation	87985	Repair Sewer Collection Hotspots - Engineering	Construction in progress	FY24-0180	6,394.00
60626	04/16/2024	Cannon Corporation	88001	Contract Inspection Services	Outsd contracts	FY24-0110	1,530.00
60626	04/16/2024	Cannon Corporation	88002	Contract Inspection Services	Outsd contracts	FY24-0110	408.00
60626	04/16/2024	Cannon Corporation	88043	AG 3 Tank Design Services	Construction in progress	FY23-0201-R1	11,365.13
Vendor CAN03 - Cannon Corporation Total:							19,697.13

60627	04/16/2024	CENTRAL COMMUNICATIONS	000032-319-531	After Hours Call Center	Communications		473.50
60628	04/16/2024	Central Courier LLC	54767	Courier Service (4-01-24 through 4-30-24)	Outsd contracts		372.17
60629	04/15/2024	CHAVEZ FLOWERS INC.	00009536	Deposit Refund Act 9536- 8602 Santa Rosa Rd	Refunds payable		510.92
60630	04/16/2024	CITY OF THOUSAND OAKS	301-40124	Sewer Services for Read Rd Track #5142	Outsd contracts		572.04
60631	04/17/2024	COASTAL-PIPCO	S2250958-001	Materials & Supplies - Fittings for Chemical Trans	Materials & supplies		96.42
60632	04/17/2024	COLANTUONO, HIGHSMITH & WHATLEY, PC	59713	Prop 218 Legal Services	Legal services		4,576.50
60633	04/16/2024	CONSOR NORTH AMERICA, INC.	W232492CA-00-5	Design Services for Iron/MN Removal	Construction in progress	FY24-0084	12,291.69
60634	04/17/2024	CORELOGIC INFORMATION SOLUTIONS, INC	30712803	Assessors Parcel Info-On Line Services	Outsd contracts		163.91
60635	04/16/2024	CRAIG TRASK	00005630	Closed Acct Overpayment Refund - 11279 Barranca Rd	Refunds payable		62.92
Vendor: CUL02 - CULLIGAN OF VENTURA COUNTY							
60636	04/17/2024	CULLIGAN OF VENTURA COUNTY	1877066	Water Softener - Lynnwiid	Outsd contracts		176.00
60636	04/17/2024	CULLIGAN OF VENTURA COUNTY	1877414	Water Softener - Pennywell	Outsd contracts		77.91
Vendor CUL02 - CULLIGAN OF VENTURA COUNTY Total:							253.91
Vendor: CUS01 - CUSTOM PRINTING							
60637	04/17/2024	CUSTOM PRINTING	169869	Business Cards for Josh & Jorge	Materials & supplies		182.32
60637	04/17/2024	CUSTOM PRINTING	169880	Business Cards for GM	Materials & supplies		91.16
Vendor CUS01 - CUSTOM PRINTING Total:							273.48
60638	04/16/2024	DENISE SKUBA	00003894	Deposit Refund Act 3894 - 6101 Upland Rd	Refunds payable		51.12
60639	04/16/2024	DEREK M ROWE	00003723	Deposit Refund Act 3723 - 1271 Calle Bonita	Refunds payable		5.28
Vendor: EJH01 - E.J. HARRISON & SONS INC							
60640	04/17/2024	E.J. HARRISON & SONS INC	627-	Trash Removal - Office	Outsd contracts		235.56
60640	04/17/2024	E.J. HARRISON & SONS INC	718	Trash Removal - Diversion	Outsd contracts		1,956.91
Vendor EJH01 - E.J. HARRISON & SONS INC Total:							2,192.47
60641	04/16/2024	Eagle Aerial Solutions	20653	Subscription WaterView Software-Residential Versio	Outsd contracts		12,000.00
60642	04/15/2024	ELIZABETH A HOLLERON	00000951	Deposit Refund Act 951 - 855 Via Montanez	Refunds payable		14.86
60643	04/17/2024	Enhanced Landscape Development, Inc	10223	Landscaping- April 2024	Outsd contracts		1,836.19
1371	04/17/2024	ENTERPRISE FLEET SERV INC	123859-040324-Re	Vehicle Lease - April 2024	Outsd contracts		10,402.50
Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC							
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S100124582-001	Parts for Leak Repair	Repair parts & equipment		427.51
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S100124582-002	Credit for Returned Parts	Repair parts & equipment		(427.51)
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S100124582-003	Materials & Supplies - Stock Parts C900	Materials & supplies		444.82
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S100124599-001	Parts for AC Leak Repair	Pipeline repairs		889.64
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S100125332-001	Leak Repair Parts-15602 LLapeyre Rd	Pipeline repairs		257.40
60644	04/17/2024	FAMCON PIPE & SUPPLY, INC	S10012586-001	15602 Lapeyre Rd. Leak Repair Parts	Pipeline repairs	FY24-0234	3,459.56
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							5,051.42
60645	04/15/2024	FERNANDO GARCIA LIMON	00007386	Deosit Refund Act 7386 - 4577 Calle Argolla	Refunds payable		59.01
Vendor: FRU01 - FRUIT GROWERS LAB. INC.							
60646	04/16/2024	FRUIT GROWERS LAB. INC.	403176A	CWRF Analysis	Outsd contracts		160.00
60646	04/16/2024	FRUIT GROWERS LAB. INC.	403974A	Outside Lab Workfor RMWTP	Outside Contracts		41.00
60646	04/16/2024	FRUIT GROWERS LAB. INC.	404413A	RMWTP Analysis	Outside Contracts		41.00
60646	04/16/2024	FRUIT GROWERS LAB. INC.	404788A	RMWTP Analysis	Outside Contracts		59.00
60646	04/16/2024	FRUIT GROWERS LAB. INC.	404789A	RMWTP Analysis	Outside Contracts		41.00
60646	04/16/2024	FRUIT GROWERS LAB. INC.	404793A	CWRF Analysis	Outsd contracts		314.00
Vendor FRU01 - FRUIT GROWERS LAB. INC. Total:							656.00
60647	04/15/2024	FUNLAN LI	00007514	Deposit Refund Act 7514- 430 Avenida Gaviota	Refunds payable		20.77
60648	04/17/2024	GENERAL PUMP COMPANY, INC	31205	CWRF Effluent Booster #2 Removal	Outsd contracts	FY24-0232	5,180.00
60649	04/17/2024	GEOSCIENCE SUPPORT SERVICES INC.	CWD-01-23-06	Well Asset Management Program	Prof services	FY24-0102	999.60
60650	04/16/2024	INTERA INCORPORATED	03-24-97	Pleasant Valley Basin Modeling	Prof services	FY24-0016	1,290.00

60651	04/17/2024	J&H Engineering	4086	Leak Repair - 1" SL4	Pipeline repairs	FY24-0235	3,033.46
60652	04/15/2024	JENNY DUNN	00001922	Deposit Refund Act 1922- 52 Baroda Dr	Refunds payable		28.67
60653	04/16/2024	JIMM TASSANO	00001050	Deposit Refund Act 1050 - 5955 Paseo Encantada	Refunds payable		58.26
60654	04/15/2024	MARTHA LOZANO	00002266	Deposit Refund Act 2266 - 394 Mira Flores Ct	Refunds payable		14.45
Vendor: MNS01 - MNS ENGINEERS, INC.							
60655	04/17/2024	MNS ENGINEERS, INC.	85908	Solids Dewatering Press	Construction in progress	FY24-0126	2,924.50
60655	04/17/2024	MNS ENGINEERS, INC.	85909	Water Quality Sampling Stations	Construction in progress	FY24-0142	14,208.00
Vendor MNS01 - MNS ENGINEERS, INC. Total:							17,132.50
1374	04/16/2024	NATALIE ROBERTS		RevlReimb-ACWA (Travel -Mileage Reimbursement-ACWA Conference	Conf. & travel		115.65
60656	04/15/2024	NICOLETTE HUENDORF	00001366	Deposit Refund Act 1366 - 5181 Via Calderon	Refunds payable		36.24
60657	04/17/2024	PAPE MATERIAL HANDLING, INC	6457144	Forklift Maintenance	Repair parts & equipment		259.74
60658	04/16/2024	PERLITER & INGALSBE	18854	Engineering Support Services	Construction in progress	REQ00057-R6	354.00
60659	04/17/2024	PURETEC INDUSTRIAL WATER	2162092	Deionized Water Service	Materials & supplies		81.13
Vendor: QUA06 - QUALITY AG, INC							
60660	04/17/2024	QUALITY AG, INC	120459	2B road clearing	Outsd contracts	FY24-0236	8,677.00
60660	04/17/2024	QUALITY AG, INC	120478	Diversion clean up	Outsd contracts	FY24-0228	4,449.00
Vendor QUA06 - QUALITY AG, INC Total:							13,126.00
Vendor: QUI02 - QUINN COMPANY							
60661	04/17/2024	QUINN COMPANY	WON10022065	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	2,266.26
60661	04/17/2024	QUINN COMPANY	WON10022081	Generator Maintenance 52 White	Repair parts & equipment	FY24-0163	2,912.85
Vendor QUI02 - QUINN COMPANY Total:							5,179.11
60662	04/17/2024	RAIDER PAINTING COMPANY	24-1143	PV Pump Station Pipes Painting	Outsd contracts	FY24-0208	14,900.00
60663	04/17/2024	ROYAL INDUSTRIAL SOLUTIONS	9009-1044296	CWRP Effluent Fan Kits	Repair parts & equipment		218.79
60664	04/16/2024	SABAG HOLDINGS, LLC	00005120	Deposit Refund Act 5120 - 7568 Santa Rosa Rd	Refunds payable		2,278.93
60665	04/17/2024	SALINAS & SONS ROOTER INC	00-16752	Plumber-Office Restroom	Outsd contracts		632.54
Vendor: SAM01 - SAM HILL & SONS, INC.							
60666	04/17/2024	SAM HILL & SONS, INC.	4862	Leak Repair 1" 462 Avenida Valencia	Pipeline repairs	FY24-0229	11,623.47
60666	04/17/2024	SAM HILL & SONS, INC.	4868	Leak Repair 1" 5182 Laurel Park Dr.	Pipeline repairs	FY24-0237	14,855.83
60666	04/17/2024	SAM HILL & SONS, INC.	4873	Leak Repair 4" 15602 Lapeyre Rd.	Pipeline repairs	FY24-0238	13,022.83
Vendor SAM01 - SAM HILL & SONS, INC. Total:							39,502.13
Vendor: SCF01 - SC Fuels							
60667	04/17/2024	SC Fuels	2611523IN	Material & Supplies -FUEL	Materials & supplies		1,650.24
60667	04/17/2024	SC Fuels	2616360IN	Material & Supplies - FUEL	Materials & supplies		1,768.47
Vendor SCF01 - SC Fuels Total:							3,418.71
60668	04/16/2024	SCOTT MARKO	00001042	Deposit Refund Act 1042 - 5941 Paseo Encantada	Refunds payable		55.45
Vendor: SCG01 - SOUTHERN CALIFORNIA GAS							
1375	04/16/2024	SOUTHERN CALIFORNIA GAS	April2024	March Usage Charges-Act 123-787-1794-1	Utilities		14.30
1375	04/16/2024	SOUTHERN CALIFORNIA GAS	April2024-A	March Usage Charges-Act 170-013-900-9	Utilities		131.46
Vendor SCG01 - SOUTHERN CALIFORNIA GAS Total:							145.76
60669	04/17/2024	SPARKLETT'S	4667386-041424	Distilled Bottled Water	Outsd contracts		64.45
60670	04/16/2024	STEPHEN MEISSNER	00000403	Closed Acct Overpayment Refund- 4368 Milpas St	Refunds payable		14.08
60671	04/17/2024	T&T TRUCK & CRANE SERVICE	0167219-IN	Crane for Diversion Traveling Screens	Outsd contracts	FY24-0239	3,356.00
60672	04/15/2024	THOMAS BLOOMFIELD	00004140	Deposit Refund Act 4140- 5282 Meadowridge Ct	Refunds payable		53.16
Vendor: THO09 - THOMAS SCIENTIFIC							
60673	04/16/2024	THOMAS SCIENTIFIC	3259835	Lab Calibration Standards	Materials & supplies		221.66
60673	04/16/2024	THOMAS SCIENTIFIC	3264448	Laboratory Materials and Supplies	Materials & supplies		57.92
60673	04/17/2024	THOMAS SCIENTIFIC	3267632	Lab Supplies	Materials & supplies		65.89
Vendor THO09 - THOMAS SCIENTIFIC Total:							345.47

Vendor: TUR01 - TURF CONSTRUCTION, INC.

60674	04/17/2024	TURF CONSTRUCTION, INC.	14768	Leak Repair 1" 19215 Leisure Village	Pipeline repairs	FY24-0231	7,991.46
60674	04/17/2024	TURF CONSTRUCTION, INC.	14769	Leak Repair 1" 19215 Leisure Village	Pipeline repairs	FY24-0231	5,989.35
60674	04/17/2024	TURF CONSTRUCTION, INC.	14770	Leak Repair 1" 19215 Leisure Village	Pipeline repairs	FY24-0231	2,790.76

Vendor TUR01 - TURF CONSTRUCTION, INC. Total: 16,771.57

60675	04/17/2024	TYLER TECHNOLOGIES, INC.	025-462229	TYLER INCODE	Outsd contracts		250.00
1376	04/17/2024	U.S. BANK CORPORATE	24-Mar	Sign for Heritage Park Monitoring Well Drilling	Construction in progress		16,991.00

Vendor: UNI08 - UNIFIRST CORPORATION

60676	04/17/2024	UNIFIRST CORPORATION	2210086155	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts		87.46
60676	04/17/2024	UNIFIRST CORPORATION	2210086156	Uniform Cleaning Service	Outsd contracts		148.01
60676	04/17/2024	UNIFIRST CORPORATION	2210088275	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts		60.44
60676	04/17/2024	UNIFIRST CORPORATION	2210088278	Uniform Cleaning Service	Outsd contracts		173.30
60676	04/17/2024	UNIFIRST CORPORATION	2210090166	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts		87.46
60676	04/17/2024	UNIFIRST CORPORATION	2210090169	Uniform Cleaning Service	Outsd contracts		148.27

Vendor UNI08 - UNIFIRST CORPORATION Total: 704.94

60678	04/17/2024	URBAN FUTURES, INC	1022-012	CalPERS Analysis	Prof services		1,875.00
-------	------------	--------------------	----------	------------------	---------------	--	----------

Vendor: USA01 - USA BLUE BOOK

60679	04/17/2024	USA BLUE BOOK	INV00263250	Materials & Supplies - Tubes for M3 Pumps	Materials & supplies		444.83
60679	04/17/2024	USA BLUE BOOK	INV00269870	Materials & Supplies - Tubes for M3 Pumpss	Materials & supplies		355.86
60679	04/17/2024	USA BLUE BOOK	INV0032761	Materials & Supplies - Tubes for M3 Pumps	Materials & supplies		818.22
60679	04/17/2024	USA BLUE BOOK	INV00329552	Materials & Supplies - ORP Probe for RMWTP	Materials & Supplies-RMWTP		613.62
60679	04/17/2024	USA BLUE BOOK	INV00329594	Materials & Supplies - Tubes for M3 Pumps	Materials & supplies		993.33
60679	04/16/2024	USA BLUE BOOK	INV00329918	Laboratory Supplies	Materials & supplies		69.50
60679	04/16/2024	USA BLUE BOOK	INV00330880	Laboratory Supplies	Materials & supplies		354.37
60679	04/16/2024	USA BLUE BOOK	INV00331267	Laboratory Supplies	Materials & supplies		767.64
60679	04/17/2024	USA BLUE BOOK	SCN070286	Credit for Returned Tubes (Sent wrong Size)	Materials & supplies		(177.93)
60679	04/17/2024	USA BLUE BOOK	SCN070286	Credit for Returned Tubes (Sent wrong Size)	Materials & Supplies-RMWTP		(177.93)
60679	04/17/2024	USA BLUE BOOK	SCN070298	Credit for Returned Tubes (Sent wrong Size)	Materials & supplies		(222.42)
60679	04/17/2024	USA BLUE BOOK	SCN070298	Credit for Returned Tubes (Sent wrong Size)	Materials & Supplies-RMWTP		(222.41)

Vendor USA01 - USA BLUE BOOK Total: 3,616.68

Vendor: WWG01 - W W GRAINGER, INC.

60680	04/17/2024	W W GRAINGER, INC.	9083453721	Materials & Supplies - Batteries	Materials & supplies		250.41
60680	04/17/2024	W W GRAINGER, INC.	9083877051	Materials & Supplies - Fittings for Diversion	Materials & supplies		351.63

Vendor WWG01 - W W GRAINGER, INC. Total: 602.04

Vendor: WAL04 - WALTON MOTORS & CONTROLS, INC

60681	04/17/2024	WALTON MOTORS & CONTROLS, INC	83423	Motor Repair CSUCI Station 1	Repair parts & equipment	FY24-0217	5,217.65
60681	04/17/2024	WALTON MOTORS & CONTROLS, INC	83424	Motor Repair CSUCI Station 2	Repair parts & equipment	FY24-0218	6,579.72

Vendor WAL04 - WALTON MOTORS & CONTROLS, INC Total: 11,797.37

60682	04/16/2024	WAN PING YU	00002853	Deposit Refund Act 2853 - 6126 Palomar Cir	Refunds payable		187.15
60683	04/16/2024	WATER SYSTEMS CONSULTING, INC.	9203	Prop 218 Professional Services	Prof services	FY24-0207	6,529.50
60684	04/15/2024	WILLIAM BATELAAN	00000939	Deposit Refund Act 939- 814 Via Lorente	Refunds payable		7.43
60685	04/16/2024	ZWORLD GIS, LLC	2024-0124	GIS Support Services	Outsd contracts	FY24-0042	4,500.00

TOTAL VENDOR PAYMENTS-CAMROSA

\$ 594,999.36

Vendor: PER05 - CAL PERS 457 PLAN

DFT0005208	04/04/2024	CAL PERS 457 PLAN	INV0014578	Deferred Compensation	Deferred comp - ee paid	1,096.15
DFT0005209	04/04/2024	CAL PERS 457 PLAN	INV0014579	Deferred Compensation	Deferred comp - ee paid	1,237.00
Vendor PER05 - CAL PERS 457 PLAN Total:						2,333.15

DFT0005225	04/04/2024	EMPLOYMENT DEVELOP. DEPT.	INV0014597	Payroll-SIT	P/R-sit	6,658.63
DFT0005210	04/04/2024	Empower Annuity Ins Co of America	INV0014580	Deferred Comp 457	Deferred comp - ee paid	150.00

Vendor: HEA02 - HealthEquity

DFT0005213	04/04/2024	HealthEquity	INV0014584	HSA-Employee Contribution	HSA Contributions Payable	148.08
DFT0005214	04/04/2024	HealthEquity	INV0014585	HSA Contributions	HSA Contributions Payable	50.00
Vendor HEA02 - HealthEquity Total:						198.08

1365	04/04/2024	LINCOLN FINANCIAL GROUP	INV0014581	Deferred Compensation	Deferred comp - ee paid	2,849.07
1364	04/04/2024	LINCOLN FINANCIAL GROUP	INV0014593	Profit Share Contribution	Profit share contributions	3,085.38
DFT0005211	04/04/2024	PUBLIC EMPLOYEES	INV0014582	PERS-Classic Employee Portion	P/R-state ret.	21,156.46

Vendor: UNI10 - UNITED STATES TREASURY

DFT0005222	04/04/2024	UNITED STATES TREASURY	INV0014594	FIT	P/R-fit	15,949.02
DFT0005223	04/04/2024	UNITED STATES TREASURY	INV0014595	Payroll-Social Security Tax	P/R - ee social security	209.14
DFT0005224	04/04/2024	UNITED STATES TREASURY	INV0014596	Payroll- Medicare Tax	P/R - ee medicare	3,857.72
Vendor UNI10 - UNITED STATES TREASURY Total:						20,015.88

60609	04/04/2024	UNITED WAY OF VENTURA CO.	INV0014577	Charity-United Way	P/R-charity	20.00
-------	------------	---------------------------	------------	--------------------	-------------	-------

TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA**\$ 56,466.65**

Board Memorandum

April 25, 2024

To: General Manager

From: Terry Curson, District Engineer

Subject: Water Resource Supply Project Update Presentation

Objective: Receive an updated summary presentation for water resource supply project planning.

Action Required: No action required; for information only.

Discussion: In July and December 2022, the Board of Directors awarded contracts to Woodard & Curran (W&C) to develop a Near Term Capital Improvement Program related to the District's existing infrastructure, as well as perform water resource planning analysis to analyze potential water supply project options that can reduce the District's reliance on imported water use. A presentation was held on February 8, 2024, and at the desire of the Board, a follow-up presentation was requested.

W&C will provide an updated presentation to include the following:

- Water Resources Planning Analysis
 - Objective (offset imported water supply)
 - Water Demands & Water Supply Options Considered
 - Water Supply Scenarios
 - Costs
- Storage Analysis Update
- Pump Station Analysis
- Non-potable System Analysis
- Updated Completion Schedule
- Next Steps

Board Memorandum

April 25, 2024

To: Board of Directors

From: Norman Huff, General Manager

Subject: Woodard and Curran Water Resource Supply Project Agreement

Objective: Ensure successful completion of the Woodard and Curran (W&C) Water Resource Supply Project.

Action Required: Discussion with Staff direction or Board action by motion as needed regarding the W&C Water Resource Supply Project Agreement.

Discussion: In July and December 2022, the Board of Directors awarded contracts to W&C to develop a Near Term Capital Improvement Program related to the District's existing infrastructure, as well as perform Water Resource Supply planning analysis to analyze potential water supply project options that can reduce the District's reliance on imported water use. A Technical Memorandum (TM) for the Near Term Capital Improvement Program was produced on November 17, 2023. W&C has projected that a draft TM for the Water Resource Supply Project will be ready for Board review on April 25, 2024.

**Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012
Telephone (805) 482-4677 - FAX (805) 987-4797**

Some of the important terms of this agreement are printed on pages 2 through 3. For your protection, make sure that you read and understand all provisions before signing. The terms on Page 2 through 3 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

TO: Woodard & Curran
888 South Figueroa #1700
Los Angeles, CA 90017

DATE: December 15, 2022
Agreement No.: 2023-97

The undersigned Consultant offers to furnish the following: professional services for performing a near-term water resources planning analysis for Camrosa Water District per proposal dated December 6, 2022 (attached)

Contract price \$: Not to exceed \$299,712 per proposal attached

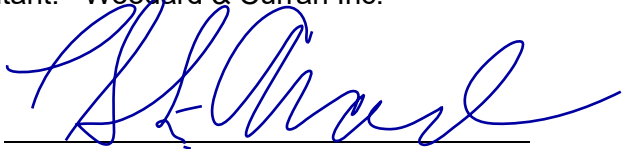
Contract Term: December 15, 2022 – December 31, 2023

Instructions: Sign and return original. Upon acceptance by Camrosa Water District, a copy will be signed by its authorized representative and promptly returned to you. Insert below the names of your authorized representative(s).

Accepted: Camrosa Water District

Consultant: Woodard & Curran Inc.

By: _____
Tony L. Stafford

By: 
Persephene St. Charles

Title: General Manager

Title: Senior Vice President
12/16/2022

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

- a. **Indemnification:** To the extent permitted by law, Consultant shall hold harmless, defend at its own expense, and indemnify the District, its directors, officers, employees, and authorized volunteers, against any and all liability, claims, losses, damages, or expenses, including reasonable attorney's fees and costs, arising from negligent acts, errors or omissions of Consultant or its officers, agents, or employees in rendering services under this contract; excluding, however, such liability, claims, losses, damages or expenses arising from the District's sole negligence or willful acts.
- b. **Minimum Insurance Requirements:** Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Consultant, his agents, representatives, employees or subcontractors.
- c. **Coverage:** Coverage shall be at least as broad as the following:
 1. **Commercial General Liability (CGL) -** Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and advertising injury with limit of at least two million dollars (\$2,000,000) per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to the District) or the general aggregate limit shall be twice the required occurrence limit.
 2. **Automobile Liability -** (If applicable) Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto) or if Consultant has no owned autos, Symbol 8 (hired) and 9 (non-owned) with limit of one million dollars (\$1,000,000) for bodily injury and property damage each accident.
 3. **Workers' Compensation Insurance -** as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.
 4. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the District, its directors, officers, employees, and authorized volunteers for losses paid under the terms of this policy which arise from work performed by the Named Insured for the District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.
 5. **Professional Liability -** (also known as Errors & Omission) Insurance appropriate to the Consultant profession, with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate.
- d. **If Claims Made Policies:**
 1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
 2. Insurance must be maintained and evidence of insurance must be provided **for at least five (5) years after completion of the contract of work.**
 3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District. The parties agree that neither party shall be responsible or liable to the other party for special, indirect or consequential damages and the total aggregate liability of each respective party under this Agreement for any and all claims against such party whatsoever arising out of this Agreement shall not exceed the total insurance proceeds paid under such respective party's applicable insurance policies subject to the minimum limits specified in this Agreement.

Other Required Provisions: The general liability policy must contain, or be endorsed to contain, the following provisions:

- a. **Additional Insured Status:** District, its directors, officers, employees, and authorized volunteers are to be given additional insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations.
- b. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

Notice of Cancellation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the District.

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII or as otherwise approved by the District.

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require certified redacted copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District prior to the expiration date.

Subcontractors: Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the District, its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.

Other Requirements:

- a. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other authorized representative(s)."
- b. Payment, unless otherwise specified on Page 1, is to be 30 days after acceptance by the District.
- c. Permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.
- d. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by the District. Consultant's "other authorized representative(s)" has/have the authority to execute such written change for Consultant.

The District may terminate this Agreement at any time, with or without cause, giving written notice to Consultant, specifying the effective date of termination.

Via Electronic Mail

December 6, 2022



Ian Prichard
Assistant General Manager
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012

Re: Proposal for Performing a Near-Term Water Resources Planning Analysis for the Camrosa Water District

Dear Mr. Prichard,

Woodard & Curran is pleased to present our proposal to perform a near-term water resources planning analysis for the Camrosa Water District (District). Our proposal includes the scope of work, schedule and fee for analyzing potential water supply project options that can eliminate the District's reliance on imported water use in the next five years.

Our proposed workplan will, by August 2023, identify a package of water supply options to allow the District to replace or offset its current imported water supplies in the next five years. These options will describe the projected volume, estimated cost, and anticipated timeline of various water supply projects; what constraints their development will have on distribution system operation; as well as how projects could fit together into various alternative approaches to achieving water independence. Continuous feedback and dialogue with District staff throughout the water resources planning analysis will be critical to completing the following:

- Confirming baseline current demand, including frequency and duration of "max day demand factors"
- Defining water supply options that can be implemented in the near-term, with identification of water supply quantities and conveyance requirements for each
- Packaging of water supply options into water supply scenarios
- Performing hydraulic modeling simulations for baseline conditions and for water supply scenarios

It is anticipated that upon completion of this analysis, the District will be able to confidently pursue design and construction of a suite of projects that will achieve water independence.

We thank you for the opportunity to submit our proposal and look forward to working with you on this exciting project.

Sincerely,

A handwritten signature in blue ink that reads "Persephene St Charles".

Persephene St Charles
Principal-in-Charge

A handwritten signature in blue ink that reads "Brian Van Lienden".

Brian Van Lienden
Project Manager

SCOPE OF WORK



Task 1: Project Management and Meetings

Subtask 1.1 Project Management and Controls

Woodard & Curran will set up and maintain project management and controls systems to ensure that the project scope, schedule and budget are maintained. This subtask will cover a period of eight months. Woodard & Curran will conduct up to sixteen 30-minute project progress calls with District staff to indicate progress and receive necessary input.

Woodard & Curran will develop and submit to the District monthly progress reports documenting at the task level, the following:

- summary of work completed over the most recent month
- list of proposed activities for the upcoming month
- project budget status
- major decisions
- project schedule status

Subtask 1.2 Technical Workshops

Woodard & Curran will participate in up to six (6) technical workshops to kick off the analysis, get input on analysis to be conducted as well as input on key results. It is assumed that up to three of these workshops will be in person and the others will be conducted via teleconference.

Task 1 Deliverables:

- Eight (8) monthly progress reports
- Workshop materials

Task 2: Develop and Characterize Scenarios

Subtask 2.1 Confirm Baseline Current Demand

Existing condition demand estimates will be developed for the potable and non-potable systems. The frequency and duration of various maximum daily demand factors will be highlighted to help the District in its consideration of how to meet requirements for instantaneous production capacity as well as total annual volumes. Estimates will be based on data from the Camrosa Urban Water Management Plan as well as from the existing-condition potable and non-potable hydraulic models of the Camrosa Water District system.

Subtask 2.2 Define Supply Project Options

Woodard & Curran will work with the District to identify supply options. Potential options will be screened based upon their ability to be on-line within five years. No option will be further



considered if it cannot be used to reduce imported water use by 2029. The list of assumed options includes the following options:

1. Expansion of the non-potable water system
2. Incorporate additional wells in the Pleasant Valley Basin (one currently being pursued; may want additional)
3. Incorporate additional wells in the Santa Rosa Basin (southwest corner "mound" near creek)
4. Development of a desalter in the Santa Rosa Basin to eliminate blending and treat additional wells
5. Aquifer storage and recovery (ASR) of Conejo Creek water in Santa Rosa Basin

It is assumed that up to ten (10) options will be defined and that the list of options will be discussed and vetted at a technical workshop as part of Task 1. For each option, an estimated average annual supply and monthly supply pattern will be defined, as well as the entry point into the potable and non-potable systems models. Facilities required for implementation of each option will be identified. Aspects of project definition will include, but not be limited to, the following:

- Project capacity, in terms of volume and flow
- Conceptual facility layout
- Pipeline diameter and routing
- General description of facility operation

Woodard & Curran will develop a high-level (+/-30% range) capital cost estimate for each water supply project. A cost table will be developed that compares the total estimated capital cost for each water supply option.

Subtask 2.3 Package Water Supply Scenarios

Up to six (6) water supply scenarios will be developed that can meet the District's baseline water demands. Based on previous discussion with District staff and Board members, it is assumed that each scenario will need to result in a complete offset of current imported water supplies. For each scenario, Woodard & Curran will develop a list of options to be included. A draft list of scenarios will be developed and discussed through a technical workshop included in Task 1.

A draft technical memorandum that summarizes the options and scenarios created will be submitted to District staff for review. District comments will be incorporated into the final technical memorandum.

Task 2 Deliverables:

- Table depicting water supply scenarios, with characterization of options to be included in each scenario
- Draft and final scenarios technical memorandum



Task 3: Perform Hydraulic Modeling of Water Supply Scenarios

Subtask 3.1 Develop Baseline Models

Baseline models for the potable and non-potable systems will be developed using the Existing Condition version of the potable and non-potable water system hydraulic models developed under the Near-Term CIP scope of work (representing existing water usage). Improvement project recommendations identified in the Near-Term CIP scope of work may be included in the Baseline Condition model; Woodard & Curran will discuss which Near-Term CIP projects to include with District staff and the TAC. Final Baseline versions of the potable and non-potable models will then be developed that include the agreed upon projects.

Subtask 3.2 Perform Model Simulations for Water Supply Scenarios

Woodard & Curran will perform an analysis of the water supply scenarios defined in Task 2 using the Baseline potable and non-potable water system hydraulic models developed in Subtask 3.1. Model scenarios will be developed for each of the six water supply scenarios developed in Task 2. This will include updating the Existing Condition potable and non-potable hydraulic baseline models to represent the changes to the timing and delivery of water supplies as defined for each scenario in Task 2. For each supply scenario, two simulations will be performed: 1) with current system storage operating rules, and 2) with storage rules adjusted to optimize system storage to minimize the occurrence of peak flows in excess of current conveyance capacities. The supply scenarios will be evaluated under maximum day demand conditions.

Subtask 3.3 Modeling Assessment

Each scenario will be evaluated with respect to the criteria identified in the Near-Term CIP scope of work.

Results developed for each scenario will be compared to the Existing Condition baseline scenario. Where conveyance deficiencies are identified (such as excessive velocities), capacity improvement projects will be identified to relieve the deficiency. Tables and figures will be developed depicting the results of the model simulations.

In addition, Woodard & Curran will develop a high-level capital cost estimate for each infrastructure improvement identified by the hydraulic modeling analysis.

Subtask 3.4 Develop Hydraulic Analysis Technical Memorandum

The Contractor will prepare a draft and final Hydraulic Analysis Technical Memorandum to summarize the approach and results of the hydraulic modeling simulations. A draft technical memorandum will be submitted to District staff for review. District comments will be incorporated into the final technical memorandum.

Task 3 Deliverables:

- Tables and figures will be developed depicting the results of the model simulations and cost estimation
- Draft and final hydraulic analysis technical memorandum



Schedule

The following schedule allows for completion of the Near-Term CIP by August 2023.

	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	
1. Project Management & Meetings	[Redacted]									
2. Develop and Characterize Scenarios	[Redacted]									
3. Perform Hydraulic Analysis of Water Supply Scenarios				[Redacted]						



Fee

Camrosa Water District										Fee Estimate		
Near-Term Water Resources Planning Analysis										November 16, 2022		
Tasks	Labor							Total Hours	Total Labor Costs (1)	ODCs		Total Fee
	Persephene St. Charles	Brian Van Lienden	Max Storms	Chris Van Lienden	Zoey Wang	Planner/Engineer	Admin.			ODCs	Total ODCs (3)	
	PIC	PM	Project Engineer	Modeling Lead	Modeling	Support	Admin					
	\$343	\$307	\$270	\$307	\$255	\$213	\$125					
Task 1: Project Management and Meetings												
1.1 Project Management and Controls	4	40	40	4			12	100	\$27,180		\$0	\$27,180
1.2 Technical Workshops (6)	12	36	24	18				90	\$27,174	\$540	\$594	\$27,768
Subtotal Task 1:	16	76	64	22	0	0	12	190	\$54,354	\$540	\$594	\$54,948
Task 2: Develop and Characterize Scenarios												
2.1 Confirm Baseline Current Demand		4	8				8	20	\$5,092		\$0	\$5,092
2.2 Define Supply Project Options (10)	16	80	160	4			40	300	\$82,996		\$0	\$82,996
2.3 Package Water Supply Scenarios (6) + develop TM	8	40	72	4			40	164	\$44,212		\$0	\$44,212
Subtotal Task 2:	24	124	240	8	0		88	484	\$132,300	\$0	\$0	\$132,300
Task 3: Perform Hydraulic Modeling of Water Supply Scenarios												
3.1 Develop Baseline Models		2	2	12	24		8	48	\$12,662		\$0	\$12,662
3.2 Perform Model Simulations of Water Supply Scenarios (12)		8	8	24	48		72	160	\$39,560		\$0	\$39,560
3.3 Modeling Assessment		12	12	24	40		40	128	\$33,012		\$0	\$33,012
3.4 Develop Draft and Final Hydraulic Analysis TM	2	8	8	16	40		32	106	\$27,230		\$0	\$27,230
Subtotal Task 3:	2	30	30	76	152		152	442	\$112,464	\$0	\$0	\$112,464
TOTAL	42	230	334	106	152	240	12	1116	\$299,118	\$540	\$594	\$299,712

- The individual hourly rates include salary, overhead and profit.
- Subconsultants will be billed at actual cost plus 10%.
- Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
- W&C reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.
- Additional Woodard & Curran staff may perform work on the project, based on our standard billing rate schedule currently in effect.

Board Memorandum

April 25, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: **Ordinance 40-24 Rules and Regulations Governing the Provision of Water and Wastewater Service**

Objective: Update Ordinance 40, Rules and Regulations Governing the Provision of Water and Wastewater Service.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 40-24 Rules and Regulations Governing the Provision of Water and Wastewater Service.

Discussion: Ordinance 40 is being revised to incorporate the District's Additional Dwelling Unit (ADU) policy, to require accounts be in the property owner's name, and other updates regarding cross-connection, water theft, and billing based on estimated reads.

On October 12, 2023, the Board discussed the draft ADU policy necessitated by updates and changes to Government Code Section 65852.2. On January 25, 2024, the Board discussed amending the Ordinance to require accounts be in the property owner's name. On March 21, 2024, staff presented the Board with the implementation plan for the property owner policy. Also, on March 21, 2024, staff presented the Board with other policy recommendations.

Lastly, for consistency, all references to Sewer and Sanitary Service have been changed to Wastewater.

Attachment:

- Proposed Ordinance 40-24



Ordinance 40-24

Rules and Regulations

Governing the Provision of

Water and Wastewater Services

Adopted:

June 6, 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 Wastewater Services**

The Board of Directors of the Camrosa Water District do ordain as follows on pages 3 through 41, attached:

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

ADOPTED, SIGNED, AND APPROVED this June 6, 2024.

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

ATTEST:

Norman Huff, Secretary
Board of Directors
CAMROSA WATER DISTRICT

Table of Contents

1.	PURPOSE	8
2.	GENERAL	8
3.	DEFINITIONS	8
4.	ELIGIBILITY FOR WATER SERVICE	10
4.1	General Requirements of Water Service	10
4.1.1	Water Service Requirements for Accessory Dwelling Unit (ADU)	10
4.1.1.1	Addition of ADUs.....	10
4.1.1.1.1	Permitting.....	10
4.1.1.1.2	Application for Service	11
4.1.1.1.3	District Evaluation	11
4.1.1.1.4	District Approval.....	11
4.1.1.2	Capital Improvement Fees for Water Service to ADUs.....	11
4.1.1.2.1	Shared Service	11
4.1.1.2.2	Additional Meter Service	11
4.1.1.2.3	New, Independent Service	11
4.1.1.3	Billing and Water Service Charges for ADUs	11
4.1.1.3.1	Shared Service	11
4.1.1.3.2	Additional Meter Service	12
4.1.1.3.3	New, Independent Service	12
4.2	Types and Classifications of Water Service.....	12
4.2.1	Potable Water Service.....	12
4.2.1.1	Municipal Water Service Classifications.....	12
4.2.1.1.1	Residential Water Service (Class I).....	12
4.2.1.1.2	Master Metered Residential Service (Class II).....	12
4.2.1.1.3	Commercial and Industrial Water Service (Class III).....	13
4.2.1.1.4	Public Water Service (Class IV).....	13
4.2.1.1.5	Municipal/Residential Irrigation Service (Class V).....	13
4.2.1.1.6	Fire Service (Class VI).....	13
4.2.1.2	Agricultural Water Service Classifications	13
4.2.1.2.1	Agricultural Irrigation Water Service	14
4.2.1.2.2	Domestic Agricultural Water Service.....	14
4.2.1.3	Temporary Service.....	14

4.2.1.3.1	Temporary Construction Water.....	14
4.2.1.3.2	Temporary Municipal Water.....	14
4.2.1.3.3	Temporary Agricultural Water.....	14
4.2.1.4	Emergency Water Service.....	15
4.2.1.5	Surplus Water/Out of Bounds Service.....	15
4.2.2	Non-Potable Water Service	15
4.2.2.1	Non-Potable Irrigation Water Description and Classification.....	15
4.2.2.1.1	Commercial Agricultural (Class I).....	15
4.2.2.1.2	Landscape Irrigation (Class II).....	16
4.2.2.1.3	Residential Landscaping (Class III).....	16
4.2.2.1.4	Temporary Construction Water (Class IV)	16
4.2.2.1.5	Commercial Agricultural (Class VI).....	16
4.2.2.1.6	Blended Ag (Class VII)	16
4.2.2.2	Recycled Water Description and Classification	16
4.2.2.2.1	Commercial Agricultural (Class I)	17
4.2.2.2.2	Landscape Irrigation Water (Class II).....	17
4.2.2.2.3	Commercial Agriculture (Contractual) (Class IV).....	17
4.2.2.2.4	Surplus Recycled Water (Served outside District).....	17
5.	CONDITIONS OF WATER SERVICE	18
5.1	Cross-Connection Control (Backflow).....	18
5.1.1	General Policy	18
5.1.2	District Regulations for Cross-Connection Control and Backflow Prevention	18
5.1.3	When Backflow Prevention is Required	18
5.1.4	Acceptable Backflow Prevention Assemblies.....	19
5.1.5	Reduced Pressure Principle Device (RP)	19
5.1.6	Installation	19
5.1.7	Approved RP Devices	19
5.1.8	Testing	20
5.1.9	Air Gap.....	20
5.1.10	Prohibitions of Cross-Connections.....	20
5.1.11	Disconnection Due to Backflow Non-compliance	20
5.2	Water Pressure and Surges	21
5.3	Water Leaks	21

5.4	Meters, Metering Facilities and Hydrants	21
5.4.1	Meter Testing.....	21
5.4.2	Obstruction of, or Deposit of Material in, on, or around Meter Boxes or Hydrants.....	21
5.4.3	Change of Meter Location.....	22
5.5	Resale of Water.....	22
5.6	Exporting Water.....	22
5.7	Water Quality	22
5.7.1	Potable Water	22
5.7.2	Non-Potable Water	22
5.8	Interruptions in Service for System Maintenance	22
5.9	Automatic Fire Sprinkler Service Connections	22
5.10	Access to District-Owned Facilities	23
5.11	Right of Inspection of and Access to Customer's Premises.....	23
5.12	Tampering with Metering Facilities.....	23
5.13	Theft of Water	23
5.14	Water-Use Prohibitions	24
5.15	Mandatory use of Non-Potable Water Where Available	25
5.16	Water Shortage Contingency Plan Stages.....	25
5.17	Stage One Water Supply Shortage or Water Emergency.....	25
5.18	Stage Two Water Supply Shortage or Water Emergency.....	26
5.19	Stage Three Water Supply Shortage or Water Emergency	26
5.20	Declaration of Emergency State	26
5.21	Violations of Prohibitions	26
5.22	Appeals and Exceptions	27
5.23	Reasonable Attorney Fees Paid by Customer	27
6.	WATER SERVICES RATES, FEES, AND CHARGES.....	27
6.1	Application for Service.....	28
6.1.1	Residential Service.....	28
6.1.2	Commercial, Industrial, or Institutional Service	28
6.1.3	Agreement for Non-Potable Water Service	29
6.2	Use of Water without Regular Application for Service	29
6.3	Deposit from Applicant	29
6.4	Billing and Responsibility for Charges	29
6.5	Time and Manner of Payment.....	30
6.6	Delinquent Fees and Charges	30

6.7	Discontinuation of Non-Residential Service or Installation of Flow Restrictor for Nonpayment.....	31
6.8	Liens	31
6.9	Pressure Zone Surcharges	32
6.10	Policy on Discontinuation of Residential Domestic Water Service or Installation of Flow Restrictor for Nonpayment	32
6.10.1	Contact.....	32
6.10.2	Delinquency.....	32
6.10.3	Discontinuation of Water Service for Nonpayment	32
6.10.3.1	Written Notice to Customer	32
6.10.3.2	Written Notice to Occupants or Tenants	32
6.10.3.3	Notice by Telephone	33
6.10.3.4	Posting of Notice at Service Address (door hanger)	33
6.10.3.5	Circumstances Under Which Service Will Not be Discontinued	33
6.10.3.6	Alternative Payment Arrangements	34
6.10.3.7	Requests.....	34
6.10.3.8	Alternative Payment Schedule.....	34
6.10.3.9	Failure to Comply	34
6.10.3.10	Final Notice	34
6.10.3.11	Reductions/Waivers/Deferrals.....	34
6.10.3.12	Limits	35
6.10.3.13	State of Emergency Exception	35
6.10.3.14	Restoration of Service	35
6.10.4	Installation of Flow Restrictors	35
6.10.4.1	Notice	35
6.10.4.2	Removal.....	35
6.10.5	Procedures to Contest or Appeal a Bill.....	35
6.10.5.1	Initiation	35
6.10.5.2	Review by District.....	35
6.10.5.3	Appeal	35
6.10.6	Reconnection Fee Limits and Waiver of Interest for Low-Income Customers	36
6.10.7	Procedures for Occupants or Tenants to Become Customers	36
6.10.7.1	Applicability.....	36
6.10.7.2	Agreement to District Terms and Conditions of Service	36

6.10.7.3	Verification of Tenancy	36
6.10.8	Other Remedies	37
6.10.9	Discontinuation of Water Service for Other Customer Violations	37
7.	WASTEWATER SERVICE GENERAL	38
7.1	Wastewater Service Area	38
7.2	Demarcation of Wastewater Service Responsibilities.....	38
7.2.1	Demarcation of District Facilities	38
7.2.2	Customer Responsibility	38
7.2.3	Liability for Property Damage	38
7.3	Water Reclamation Policy.....	39
7.4	Eligibility for Wastewater Service	39
7.4.1	Wastewater Service Requirements for Accessory Dwelling Unit (ADU)	39
7.4.1.1	Addition of ADUs.....	39
7.4.1.1.1	Permitting.....	39
7.4.1.1.2	Application for Service	39
7.4.1.1.3	District Approval.....	39
7.4.1.2	Capital Improvement Fees for Wastewater Service to ADUs.....	39
7.4.1.2.1	Shared Service	39
7.4.1.2.2	New, Independent Service	40
7.4.1.3	Billing and Wastewater Service Charges for ADUs	40
7.4.1.3.1	Shared Service	40
7.4.1.3.2	New, Independent Service	40
7.5	Regulation of Wastewater Service	40
8.	INCLUSION OF SPECIFICATIONS BY REFERENCE	40
9.	IMPLEMENTATION AND PRIOR RULES AND REGULATIONS	40
10.	DISCRETIONARY AUTHORITY PROVIDED TO THE GENERAL MANAGER	41

Camrosa Water District Rules and Regulations

Governing Water and Wastewater Services

1. PURPOSE

The purpose of this ordinance is to establish the terms and conditions of Camrosa's Water and Wastewater 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, Wastewater, and Non-Potable Water Services shall be available only in accordance with the Rules and Regulations contained herein, and in conformance with applicable federal, state, and local statutes, ordinances, regulations, and contracts.

2. GENERAL

Water and Wastewater Services by Camrosa Water District are 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 complete and submit an Application for Service and pay any deposit that may be required as defined in this Ordinance and/or the District’s *Schedule of Miscellaneous Fees and Charges* (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 the District's *Schedule of Miscellaneous Fees and Charges*. 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 uninterrupted 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 the District's *Schedule of Miscellaneous Fees and Charges*.

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 Miscellaneous Fees and Charges*; 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; (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, shall 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 wastewater 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 a list 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 Miscellaneous Fees and Charges*.

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.

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 accidentally, 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 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 Miscellaneous Fees and Charges*, 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 Miscellaneous Fees and Charges*. 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.

5.14 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 as described in 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 5.14, 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 5.22, 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 Wastewater Services, 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, after holding a public hearing in accordance with Proposition 218, the District's *Schedule of Rates for Water and Wastewater Services*. The *Schedule of Rates for Water and Wastewater Services* may cover a period not to exceed five (5) years. The *Schedule of Rates for Water and Wastewater 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 adjustments pursuant to the schedule shall be given not less than 30 days before the effective date of the adjustment.

Camrosa shall also establish, after holding a public hearing in accordance with Government Code 53756, the *Schedule of Miscellaneous Fees and Charges*. The *Schedule of Miscellaneous Fees and Charges* may cover a period not to exceed five (5) years.

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, the *Schedule of Rates for Water and Wastewater Services*, and the *Schedule of Miscellaneous Fees and Charges*. 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 Section 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 for 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 Miscellaneous Fees and Charges*.

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 Wastewater Services 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 the District's *Schedule of Miscellaneous Fees and Charges*. 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 Miscellaneous Fees and Charges*, 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 contact 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:

1. During local, state, or national emergency, as defined and declared by the appropriate level of government, that provides for a moratorium on water shutoffs.
2. During an investigation by the District of a customer dispute or complaint.
3. During an appeal.
4. 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.
5. Provided a customer meets all of the following special medical and financial conditions:
 - a. 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.
 - b. 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.

- c. 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.

6.10.3.7 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 6.10.3.5 (5.a-c), 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.

6.10.3.8 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.

6.10.3.9 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.

6.10.3.10 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.

6.10.3.11 Reductions/Waivers/Deferrals

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

6.10.3.12 Limits

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

6.10.3.13 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.

6.10.3.14 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:

1. any past-due amounts, including applicable interest or penalties;
2. any reconnection fees, subject to the limitations in Section 6.10.6, if applicable; and
3. 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 District manager, 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:

1. Limit any reconnection fees during normal operating hours to fifty dollars (\$50)
2. Limit any reconnection fees 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.

WASTEWATER SERVICE

7. WASTEWATER SERVICE GENERAL

The District protects the health, welfare and safety of the local residents by constructing, operating and maintaining a system of local wastewater and laterals, trunk wastewater 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 Wastewater Service 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 wastewater treatment or wastewater collection capacity;
2. A Regional Water Quality Control Board order prohibiting new wastewater 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 Wastewater Service Area

Camrosa Water District has facilities capable of providing Wastewater Service to approximately 50 percent of its Customers. The boundaries of the existing Wastewater 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 provides Wastewater Service to California State University Channel Islands and other adjacent Properties.

7.2 Demarcation of Wastewater 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 wastewater 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 wastewater 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 wastewater lateral. The District may assume liability only in instances when a backup in the District wastewater 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 wastewater, Customers are required to meet Camrosa's Ordinance 22 discharge regulations.

7.4 Eligibility for Wastewater Service

Connection to the District's wastewater 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 wastewater system is subject to regulation by the District.

7.4.1 Wastewater 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 Wastewater Service for all customers within the Camrosa Wastewater 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 Wastewater Service. Wastewater Service for an ADU may be connected to the wastewater lateral of the primary service on the account, or, at the property owner's request and expense, connected to a new, independent wastewater lateral connected to Camrosa's wastewater 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 Schedule of Miscellaneous Fees and Charges*. At the time of application for service the property owner will indicate if they desire to connect the ADU to the primary Wastewater Service lateral on the account, or, at the property owner's request and expense, connect to a new, independent wastewater lateral connected to Camrosa's wastewater 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 Wastewater Service's existing lateral. Connections will be made to the primary service's existing wastewater lateral in compliance with District Standards and local sanitation and plumbing codes.

7.4.1.2 Capital Improvement Fees for Wastewater Service to ADUs

7.4.1.2.1 Shared Service

ADUs that share a primary Wastewater 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 Wastewater Service with a separate Wastewater 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 Wastewater Service lateral installations must be done using District Standards and a District-approved contractor.

7.4.1.3 Billing and Wastewater Service Charges for ADUs**7.4.1.3.1 Shared Service**

ADUs that share a primary Wastewater Service lateral with the primary dwelling will be billed on one bill. The base monthly Wastewater 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 Wastewater Service charges per EDU apply.

7.4.1.3.2 New, Independent Service

ADUs that have a new, independent Wastewater Service lateral connected to the Camrosa wastewater main line with a separate Wastewater Service 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 wastewater charge. Current base monthly Wastewater Service charges per EDU apply.

7.5 Regulation of Wastewater 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 wastewater 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 the District's wastewater system. 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 wastewater 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 Wastewater 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.

Board Memorandum

April 25, 2024

To: General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: **Schedule of Rates for Water and Wastewater Services**

Objective: Adopt Ordinance 42-24, Schedule of Rates for Water and Wastewater Services.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 42-24, Schedule of Rates for Water and Wastewater Services.

Discussion: The District undertook a comprehensive Water and Wastewater Rate Study to evaluate the existing water and wastewater rates to determine the best way to adequately fund water and wastewater utility operations and capital projects while keeping rates as affordable as possible.

On April 11, 2024 the Board set a Proposition 218 Rate Hearing for June 11, 2024 to receive public comment and consider adopting proposed rate adjustments. A Proposition 218 notice was mailed to customers on April 19, 2024, to notify them of the proposed rate adjustments, provide the opportunity to contest the rates and demonstrate a nexus between what the district is charging for services and the cost of delivering it.

The District's Ordinance 40-16, Rules and Regulations Governing the Provision of Water and Sanitary Services, requires that a "Schedule of Rates for Water and Wastewater Service" be adopted by the Board. Upon the close of the Proposition 218 Rate Hearing, the Board will convene a public hearing to consider adopting the Schedule of Rates for Water and Wastewater Services.

Attachments:

- Schedule of Rates for Water and Wastewater Services
- Proposed Ordinance 42-24 Schedule of Rates for Water and Wastewater Services



Ordinance 42-24

**Schedule of Rates for Water
and Wastewater Services**

Adopted:

June 6, 2024

ORDINANCE 42-24

**An Ordinance of the Camrosa Water District
Establishing the Schedule of Rates for
Water and Wastewater Services**

The Board of Directors of the Camrosa Water District do ordain as follows on pages 3 through 6, attached:

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

ADOPTED, SIGNED, AND APPROVED this June 6, 2024.

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

ATTEST:

Norman Huff, Secretary
Board of Directors
CAMROSA WATER DISTRICT

Camrosa Water District

Schedule of Rates for Water and Wastewater Services

1. PURPOSE

The District's Ordinance 40, Rules and Regulations Governing the Provision of Water and Wastewater Services, requires that a "Schedule of Rates for Water and Wastewater Service" be adopted by the Board. The purpose of this ordinance is to establish the District's "Schedule of Rates for Water and Wastewater Services" which accurately reflect the cost to the District of services provided and the sufficient net income to be generated from operations to ensure the long-term financial health of the District. The proposed "Schedule of Rates for Water and Wastewater Service" will produce a balanced budget to accommodate projected capital expenditures, provide for reserves mandated by debt issuance covenants, and provide for necessary protection against unanticipated emergencies.

2. RATE SETTING PROCESS

The District developed a comprehensive Water and Wastewater Rate Study to evaluate the existing water and wastewater rates to determine the best way to adequately fund water and wastewater utility operations and capital projects while keeping rates as affordable as possible.

After considering various alternatives, the Board of Directors proposed revisions to the existing "Schedule of Rates for Water and Wastewater Service" that will accommodate the District's evolving demands, the steadily increasing cost of water imported through Calleguas Municipal Water District (CMWD), the continually escalating costs of ongoing and new water and wastewater regulations, increases in the cost of electrical power, fuel, chemicals, and other operational costs incurred provided the District's services, capital projects, and appropriate reserve requirements.

3. PROPOSED RATE NOTIFICATION, PUBLIC HEARING, AND PROTEST TABULATION

The District provided notice to the District customers of record of the proposed rate increases, the basis for the rate increases, the time and place of the public hearing, and the manner in which protests to the proposed rate increases should be rendered, tabulated, and reported to the Board of Directors in accordance with Article XIII, Section D of the California Constitution and the District's 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."

4. RATE ADOPTION

On the date noticed to the District's customers the Board of Directors conducted a public hearing to accept public comments, consider the proposed revisions to the established rates, and adopt a "Schedule of Rates for Water and Wastewater Service." All protests received by the District by the close of the public hearing were tabulated and the results were reported to the Board of Directors. The District did not receive written protests from a majority of its customers.

The Board of Directors determined that adoption of this Ordinance and the attached "Schedule of Rates for Water and Wastewater Service" is necessary and appropriate in order to ensure the long-term financial stability of the District.

5. EFFECTIVE DATE

The attached "Schedule of Rates for Water and Wastewater Service" is hereby adopted effective July 1, 2024.

6. PASS THROUGH PROVISION

the attached "Schedule of Rates for Water and Wastewater Service" may be automatically adjusted to pass through to the customer the adopted increases or decreases in the wholesale charges for water established by another public agency (Gov. Code, § 53756). The provision for automatic adjustments may only cover a period not to exceed five years without conducting another scheduled public hearing.

7. FINDINGS

All the recitals set forth in this Ordinance are hereby adopted as findings of the Board of Directors of Camrosa Water District.

8. CEQA

The District has considered the potential environmental impacts of this Ordinance and has determined that adoption of this Ordinance is an exempt action under the California Environmental Quality Act (Pub. Resources Code, § 21080(b)(8); 14 CCR §§ 15061(b)(3), 15273).

9. IMPLEMENTATION AND PRIOR ORDINANCES AND RESOLUTIONS

This Ordinance supersedes all prior Ordinances and Resolutions relating to the "Schedule of Rates for Water and Wastewater service" and will be implemented as of the effective date.

10. DISCRETIONARY AUTHORITY PROVIDED TO THE GENERAL MANAGER

The General Manager is herein provided discretionary authority to interpret this ordinance and implement its provisions. The Camrosa Board of Directors may address unresolved disputes. The decision of the Board of Directors regarding such disputes is final.

Schedule of Rates for Water and Wastewater Service

Meter Service Charges

Potable Water					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)
Master Metered	\$6.90	\$7.92	\$8.47	\$9.24	\$10.29
3/4"	\$14.85	\$17.08	\$19.19	\$21.92	\$24.94
1"	\$26.61	\$30.64	\$35.06	\$40.69	\$46.63
1.5"	\$55.97	\$64.48	\$74.66	\$87.54	\$100.76
2"	\$91.37	\$105.29	\$122.40	\$144.02	\$166.03
3"	\$203.50	\$234.54	\$273.64	\$322.95	\$372.77
4"	\$350.72	\$404.23	\$472.19	\$557.86	\$644.20
6"	\$527.61	\$608.13	\$710.76	\$840.12	\$970.34
8"	\$881.19	\$1,015.68	\$1,187.62	\$1,404.30	\$1,622.23
Fire Service					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)
1"	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
1.5"	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
2"	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
3"	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
4"	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
6"	\$122.23	\$136.41	\$138.16	\$138.58	\$141.95
8"	\$204.81	\$228.56	\$231.50	\$232.20	\$237.85
10"	\$544.57	\$607.72	\$615.54	\$617.41	\$632.42
Non-Potable Water					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)
Master Metered	\$5.02	\$5.02	\$5.02	\$5.02	\$5.02
3/4"	\$8.28	\$8.28	\$8.28	\$8.28	\$8.28
1"	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
1.5"	\$21.29	\$21.29	\$21.29	\$21.29	\$21.29
2"	\$32.48	\$32.48	\$32.48	\$32.48	\$32.48
3"	\$67.95	\$67.95	\$67.95	\$67.95	\$67.95
4"	\$114.51	\$114.51	\$114.51	\$114.51	\$114.51
6"	\$170.47	\$170.47	\$170.47	\$170.47	\$170.47
8"	\$282.30	\$282.30	\$282.30	\$282.30	\$282.30

Schedule of Rates for Water and Wastewater Service

Water Commodity Charges

Potable Water					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/HCF)	(\$/HCF)	(\$/HCF)	(\$/HCF)	(\$/HCF)
Residential, Master Meter, Domestic Agricultural					
Tier 1 - First 12 Units	\$4.16	\$4.40	\$4.70	\$4.99	\$5.26
Tier 2 - 13 Units and Higher	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Commercial, Industrial, Public	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Dedicated Irrigation	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Fire Service	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Temporary/Out of Bounds/Emergency Service	\$6.94	\$7.51	\$8.10	\$8.66	\$9.21
Non-Potable Water					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/HCF)	(\$/HCF)	(\$/HCF)	(\$/HCF)	(\$/HCF)
Non-Potable Irrigation Water	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Blended Non-Potable Agricultural	\$3.36	\$3.36	\$3.36	\$3.36	\$3.36
Non-Potable Commercial Agricultural - Contractual (1)	TBD	TBD	\$2.40	\$2.40	\$2.40
Non-Potable Residential Landscape (SRM)	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Recycled Commercial Ag - Contractual (1)	TBD	TBD	\$2.40	\$2.40	\$2.40
Recycled Landscape Irrigation	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Recycled Surplus Water (Served Outside District)	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40

Wastewater Charges

Wastewater					
Description	Rate				
	July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/EDU)	(\$/EDU)	(\$/EDU)	(\$/EDU)	(\$/EDU)
All Customers	\$48.77	\$54.14	\$60.11	\$66.73	\$74.08
Customers through City of Thousand Oaks	\$55.56	\$56.94	\$58.33	\$59.72	\$61.57

Notes:

Billing units in hundred cubic feet (HCF). One HCF equals 748 gallons. One acre-foot = 435.6 HCF.

(1) Contractual customer agreements increase January based on index of prior fiscal year.

(2) Pump Zone Surcharge: Applies to certain areas in the District that are situated at higher elevations; therefore require additional

(3) Wildwood Estates Facilities Construction Fee is \$0.152 per HCF.

Board Memorandum

April 25, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: Ordinance 43-24 Miscellaneous Fees and Charges

Objective: Adopt Ordinance 43-24, Schedule of Miscellaneous Fees and Charges.

Action Required: Set a public hearing date for June 6, 2024, to consider adoption of Ordinance 43-24, Schedule of Miscellaneous Fees and Charges.

Discussion: The District's Miscellaneous Fees and Charges was previously incorporated in the *Schedule of Rates, Fees and Charges for Water and Sanitary Services* and last updated on July 12, 2007. Since that time, District rates have been adjusted but Miscellaneous Fees and Charges have not. Staff have analyzed the current cost to the District for these services and have updated the fees and charges accordingly. The updated Schedule of Miscellaneous Fees and Charges was presented to the Board on March 21, 2024.

Since cost adjustments to rates, fees, and charges may be appropriate at different times, staff recommends establishing a separate ordinance for the District's Schedule of Miscellaneous Fees and Charges. The proposed ordinance, Ordinance 43, is attached along with the proposed Schedule of Miscellaneous Fees and Charges.

Attachment:

- Proposed Ordinance 43-24



Ordinance 43-24

Schedule of Miscellaneous Fees and Charges

Adopted:

June 6, 2024

ORDINANCE 43-24

**An Ordinance of the Camrosa Water District
Establishing the Schedule of
Miscellaneous Fees and Charges**

The Board of Directors of the Camrosa Water District do ordain as follows on pages 3 through 5, attached:

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

ADOPTED, SIGNED, AND APPROVED this June 6, 2024.

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

ATTEST:

Norman Huff, Secretary
Board of Directors
CAMROSA WATER DISTRICT

Camrosa Water District Schedule of Miscellaneous Fees and Charges

1. PURPOSE

The purpose of this ordinance is to establish the District's *Schedule of Miscellaneous Fees and Charges* to accurately reflect the cost to the District of services. The *Schedule of Miscellaneous Fees and Charges* are attached herein and are in conformance with applicable federal, state, and local statutes, ordinances, regulations, and contracts.

2. GENERAL

Camrosa shall also establish, after holding a public hearing in accordance with Government Code 53756, the *Schedule of Miscellaneous Fees and Charges*. The *Schedule of Miscellaneous Fees and Charges* may cover a period not to exceed five (5) years.

3. IMPLEMENTATION AND PRIOR RULES AND REGULATIONS

This Ordinance supersedes all prior Ordinances and Resolutions relating to the *Schedule of Miscellaneous Fees and Charges*.

4. DISCRETIONARY AUTHORITY PROVIDED TO THE GENERAL MANAGER

The General Manager is herein provided discretionary authority to interpret this ordinance and implement its provisions. The Camrosa Board of Directors may address unresolved disputes. The decision of the Board of Directors regarding such disputes is final.

Schedule of 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	Per Ordinance 40
Backflow Non-Compliance		\$200.00	Failure to test after 2 notices from County of Ventura or failure to repair
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	Obstructed meter that cannot be accessed to perform reading, maintenance, inspection, or other required work
Late Fee and Interest Charge		10% past due bill and 1.5% of older past due balance	Per Ordinance 40

Schedule of Miscellaneous Fees and Charges (cont.)

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

Board Memorandum

April 25, 2024

To: Board of Directors
From: Natalie Roberts, Water Loss Control Coordinator
Subject: **Water Loss Program Update**

Objective: Brief the board on the progression of the water loss program.

Action Required: No action necessary, for information only.

Discussion: Steps taken and planned to reduce water loss, both actual and apparent.

Review potential water loss variables identified. Discuss the importance of reliable, consistent data in evaluating and addressing water loss.

Board Memorandum

April 25, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: Customer and Administrative Services Quarterly Report

Objective: Provide a quarterly presentation to the Board regarding Customer Service and other Administrative Services.

Action Required: No action necessary; for information only.

Discussion: Staff will provide an update to the Board on Customer Service and other Administrative Services.

Board Memorandum

April 25, 2024

To: Board of Directors

From: Michael Phelps, Water Quality and Environmental Compliance Supervisor

Subject: Water Quality Quarterly Report

Objective: Provide a quarterly presentation to the Board regarding the current status of the District's compliance efforts and water quality.

Action Required: No action necessary; for information only.

Discussion: Staff will provide an update to the Board on Water Quality and the District's regulatory posture.

Board Memorandum

April 25, 2024

To: Board of Directors

From: Kevin Wahl, Superintendent of Operations

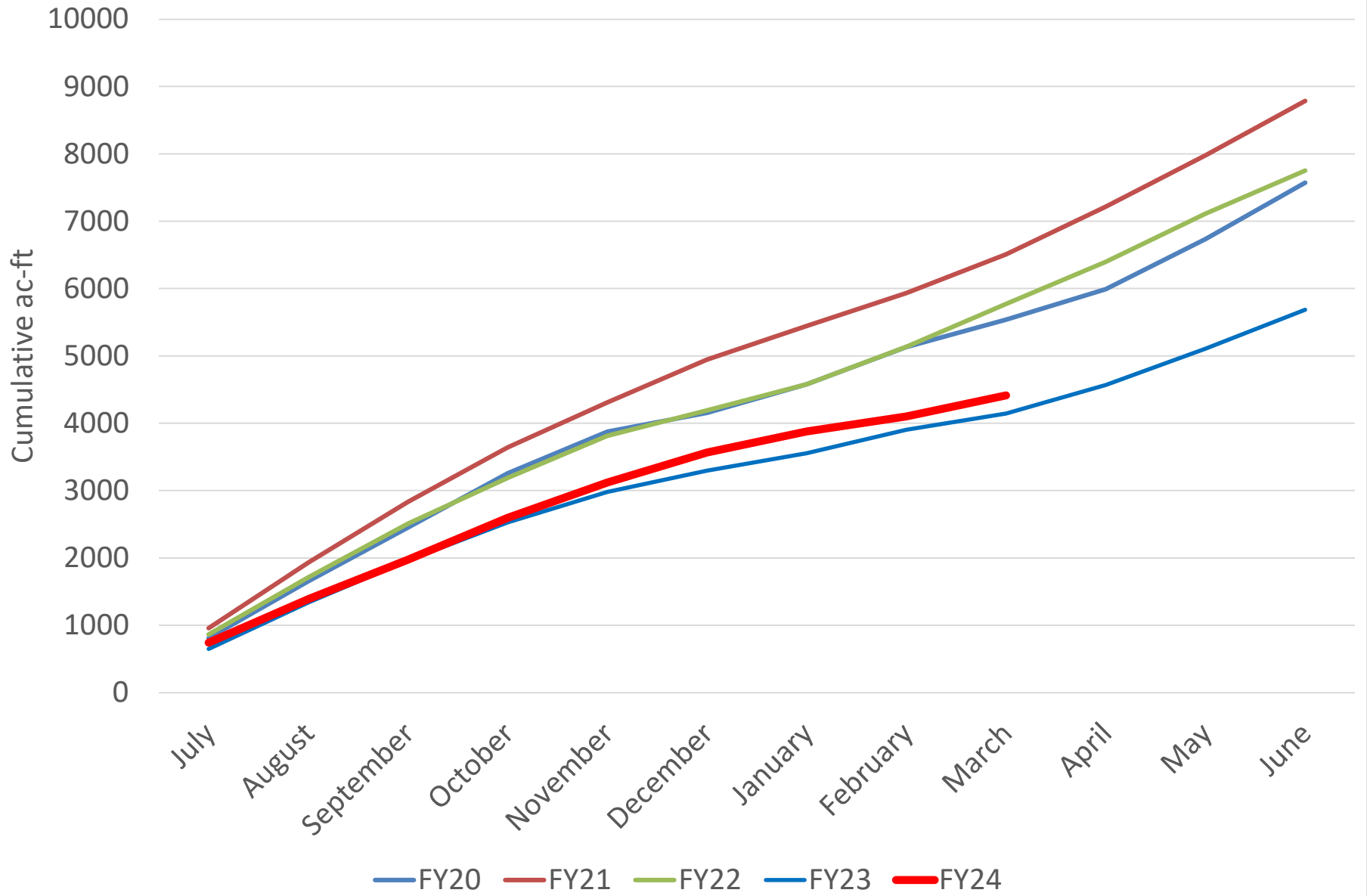
Subject: Local Production Update

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

Action Required: No action necessary; for information only.

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

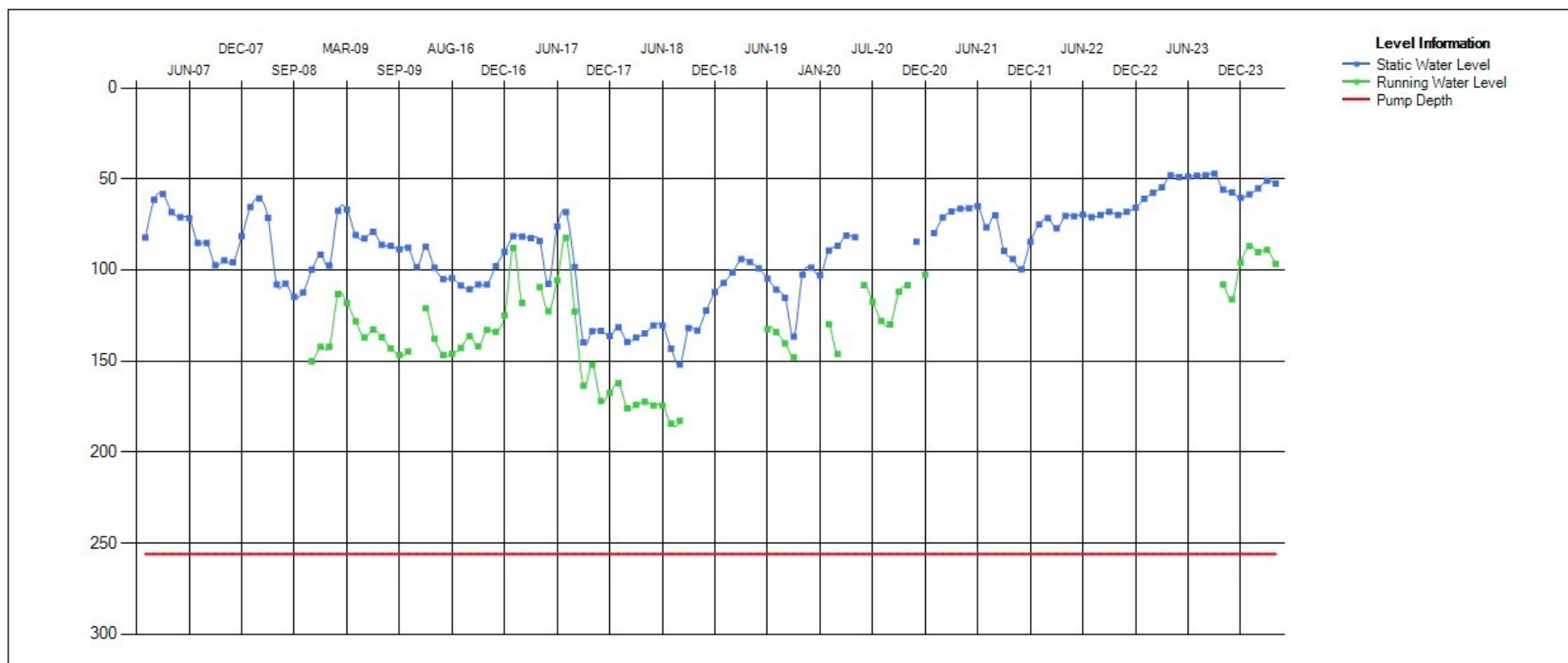
FY Cumulative Potable Water Production



Alias: Conejo2 WellNumber: 02N20W25C02S Year Built: 1930 Year Refurbished: 1996 System: POTABLE

Well Depth (ft): 276 Bowl Depth (ft): 256 Casing Dia (in): 12 Motor HP: 50

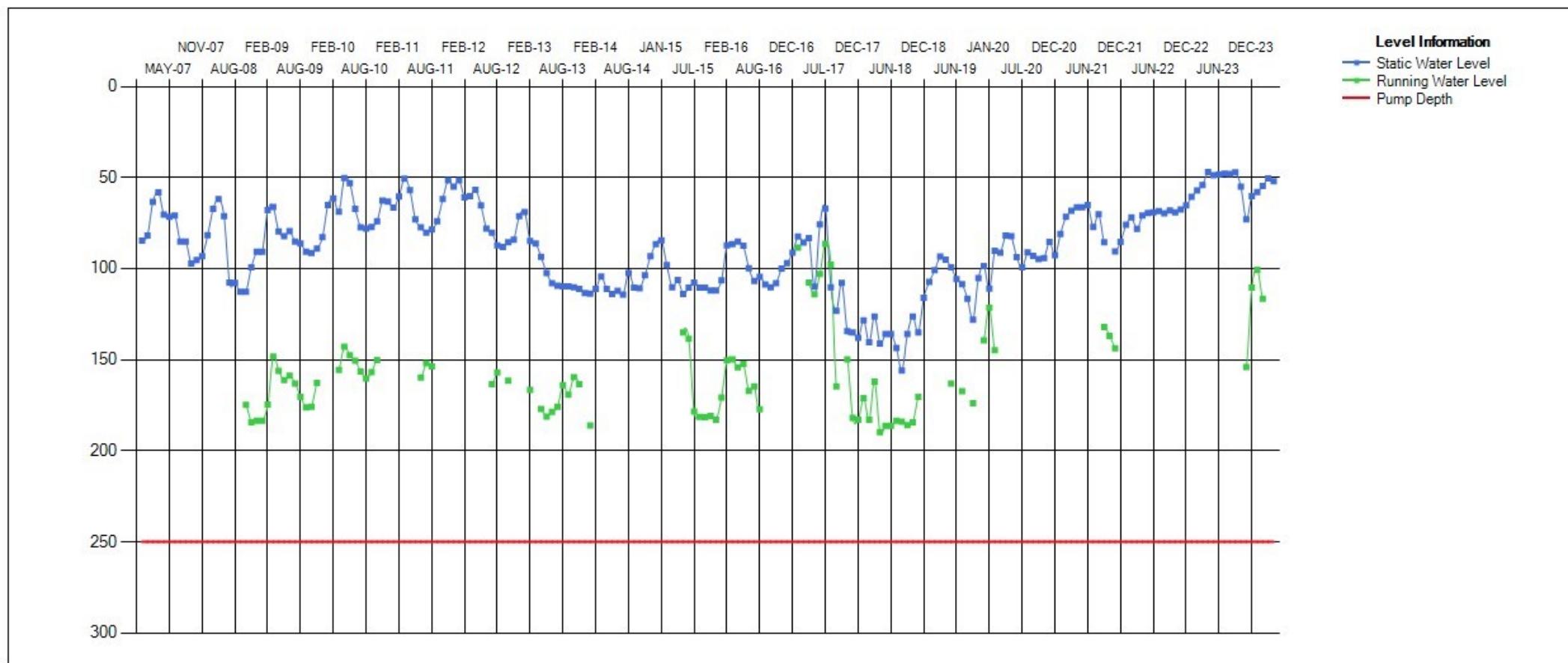
PumpStages: 12 Perforations (ft): 248-272 GPM: 700 Ground Elevation (ft): 228



Alias: Conejo3 WellNumber: 02N20W25C05S Year Built: 1991 Year Refurbished: 1996 System: POTABLE

Well Depth (ft): 260 Bowl Depth (ft): 250 Casing Dia (in): Motor HP: 75

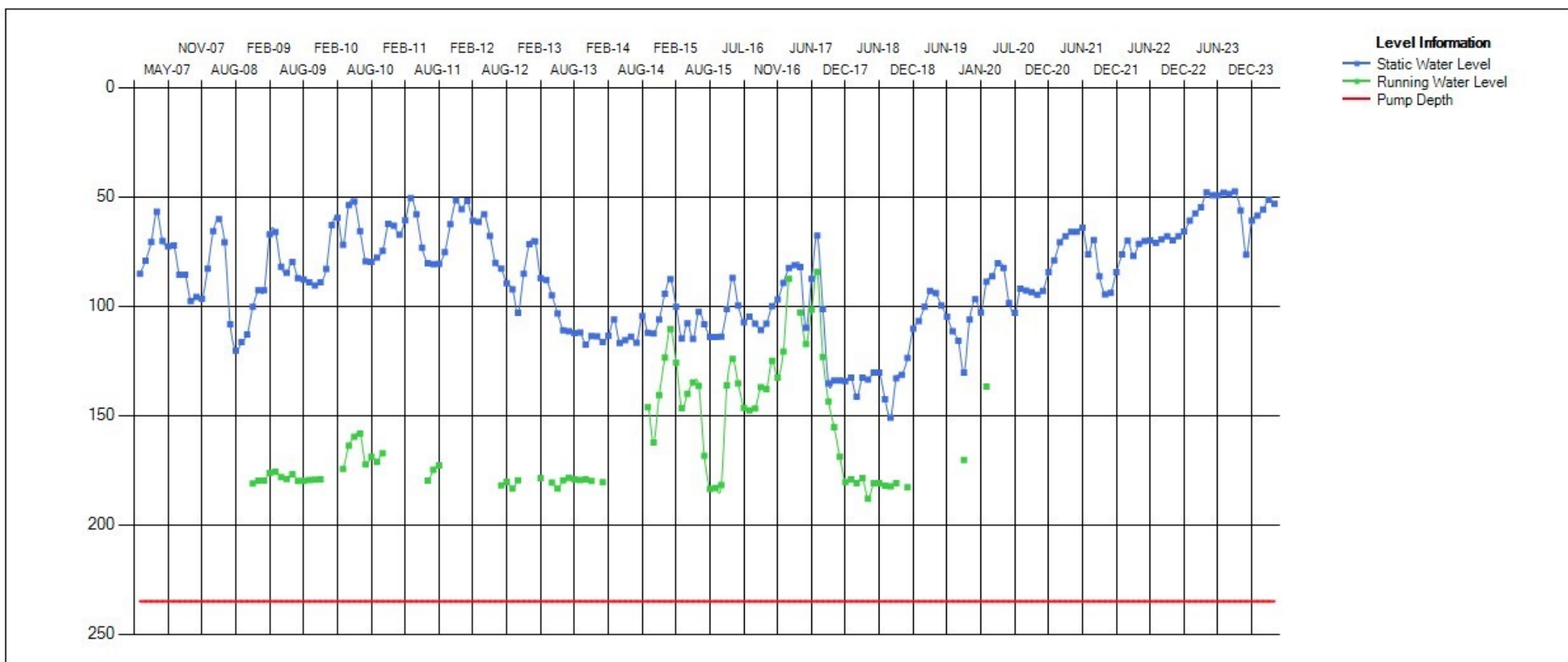
PumpStages: 3 Perforations (ft): 160-260 GPM: 1300 Ground Elevation (ft): 232



Alias: Conejo4 WellNumber: 02N20W25C07S Year Built: 1995 Year Refurbished: System: POT/NON-POT

Well Depth (ft): 400 Bowl Depth (ft): 235 Casing Dia (in): 16 Motor HP: 75

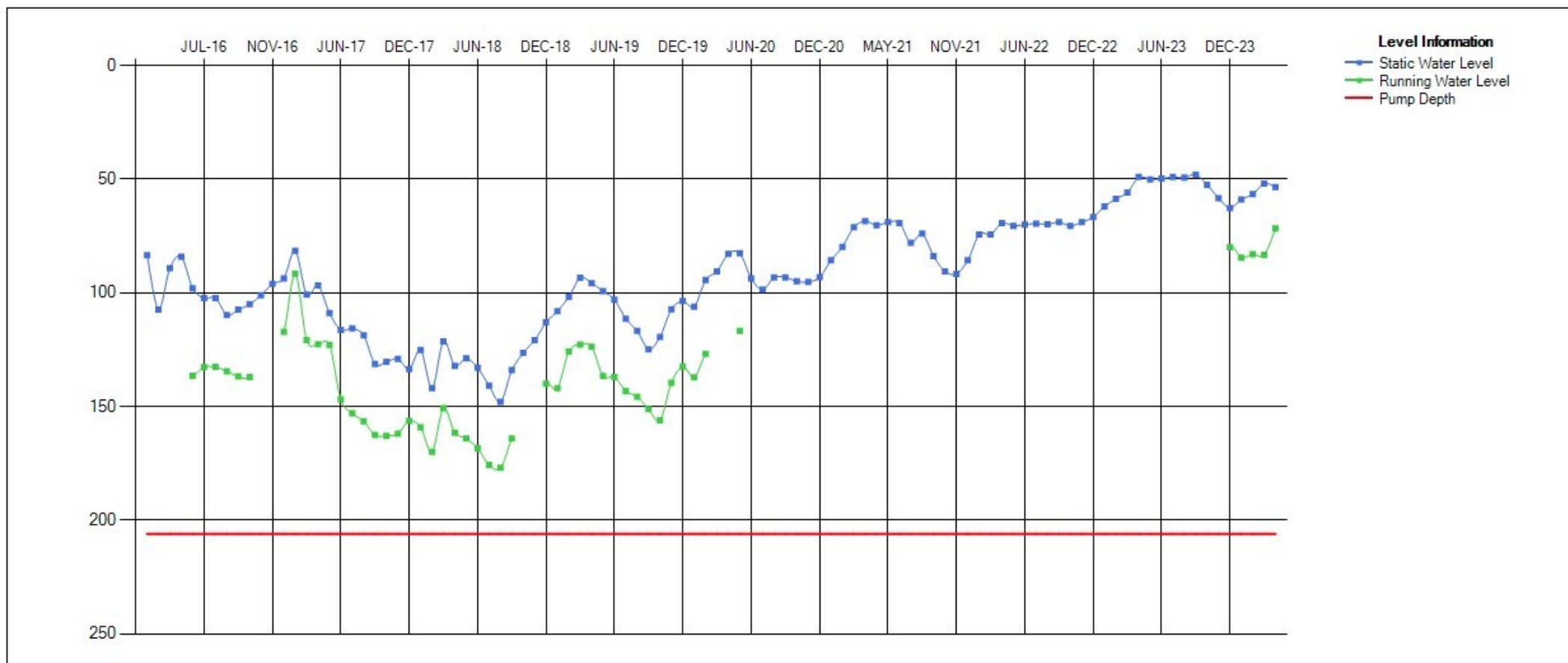
PumpStages: 4 Perforations (ft): 180-390 GPM: 1100 Ground Elevation (ft): 230



Alias: SR8 WellNumber: 02N20W25C04S Year Built: 1992 Year Refurbished: 2016 System: POTABLE

Well Depth (ft): 238 Bowl Depth (ft): 206 Casing Dia (in): 13.25 Motor HP: 50

PumpStages: 3 Perforations (ft): 141.5' - 238' GPM: 600 Ground Elevation (ft):



Alias: PV2 WellNumber: 02N20W29C01S Year Built: 2015 Year Refurbished: System: POTABLE

Well Depth (ft): 745 Bowl Depth (ft): 502 Casing Dia (in): 18 Motor HP: 300

PumpStages: 9 Perforations (ft): 470-745 GPM: 1300 Ground Elevation (ft):



Alias: Penny WellNumber: 02N19W20M04S Year Built: 1962 Year Refurbished: System: POTABLE

Well Depth (ft): 452 Bowl Depth (ft): 338.5 Casing Dia (in): 10 Motor HP: 100

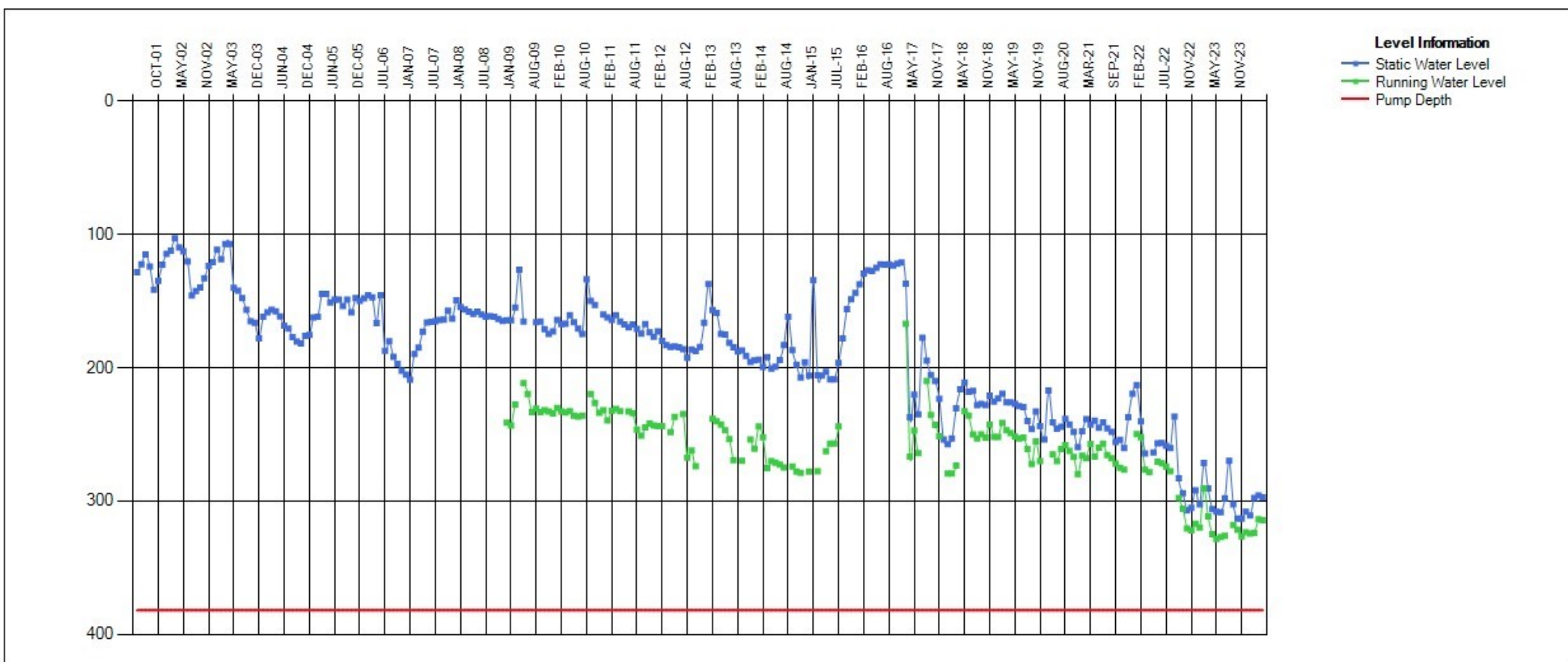
PumpStages: 3 Perforations (ft): GPM: 300 Ground Elevation (ft): 325



Alias: TR WellNumber: 02N20W15N03S Year Built: 1996 Year Refurbished: 2014 System: POTABLE

Well Depth (ft): 642 Bowl Depth (ft): 382 Casing Dia (in): 16 Motor HP: 200

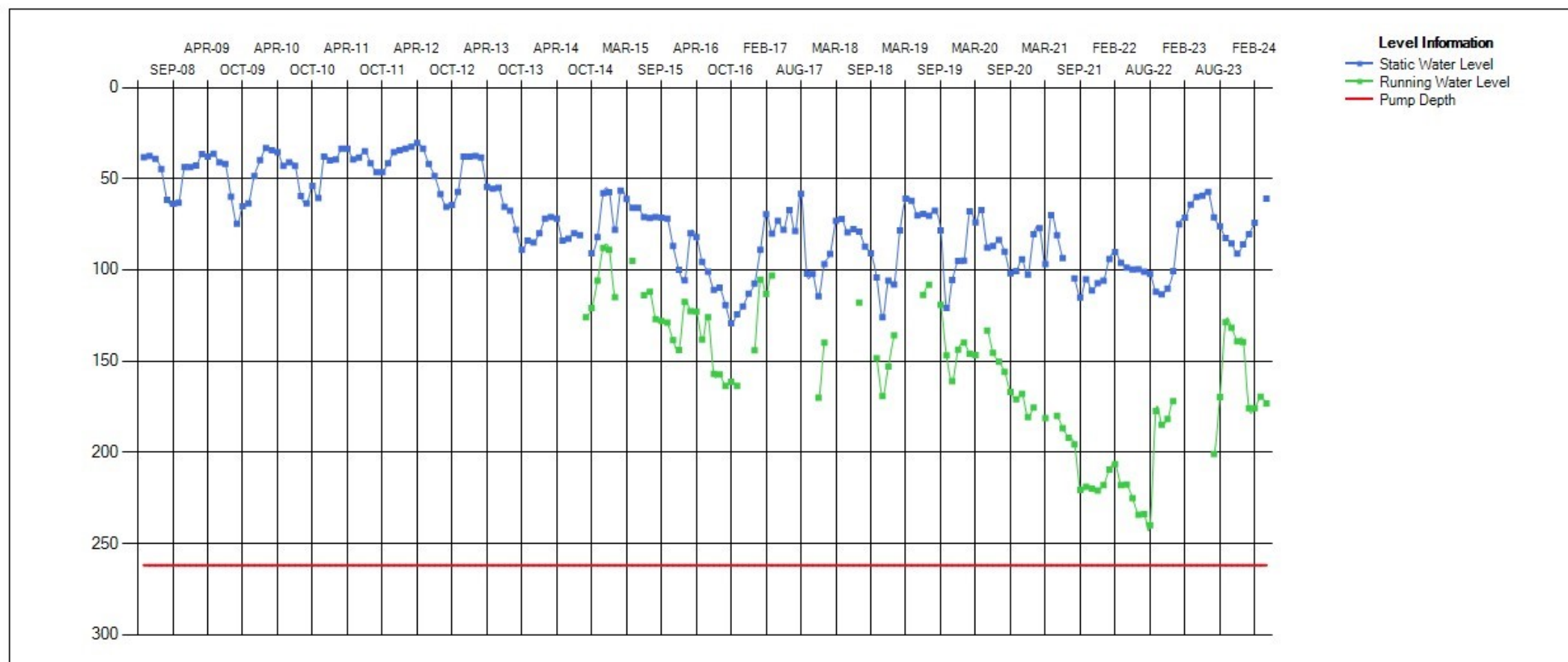
PumpStages: 10 Perforations (ft): 320-620 GPM: 700 Ground Elevation (ft): 590



Alias: University WellNumber: 01N21W14B03S Year Built: 1987 Year Refurbished: 2009 System: POTABLE

Well Depth (ft): 900 Bowl Depth (ft): 262 Casing Dia (in): 12 Motor HP: 100

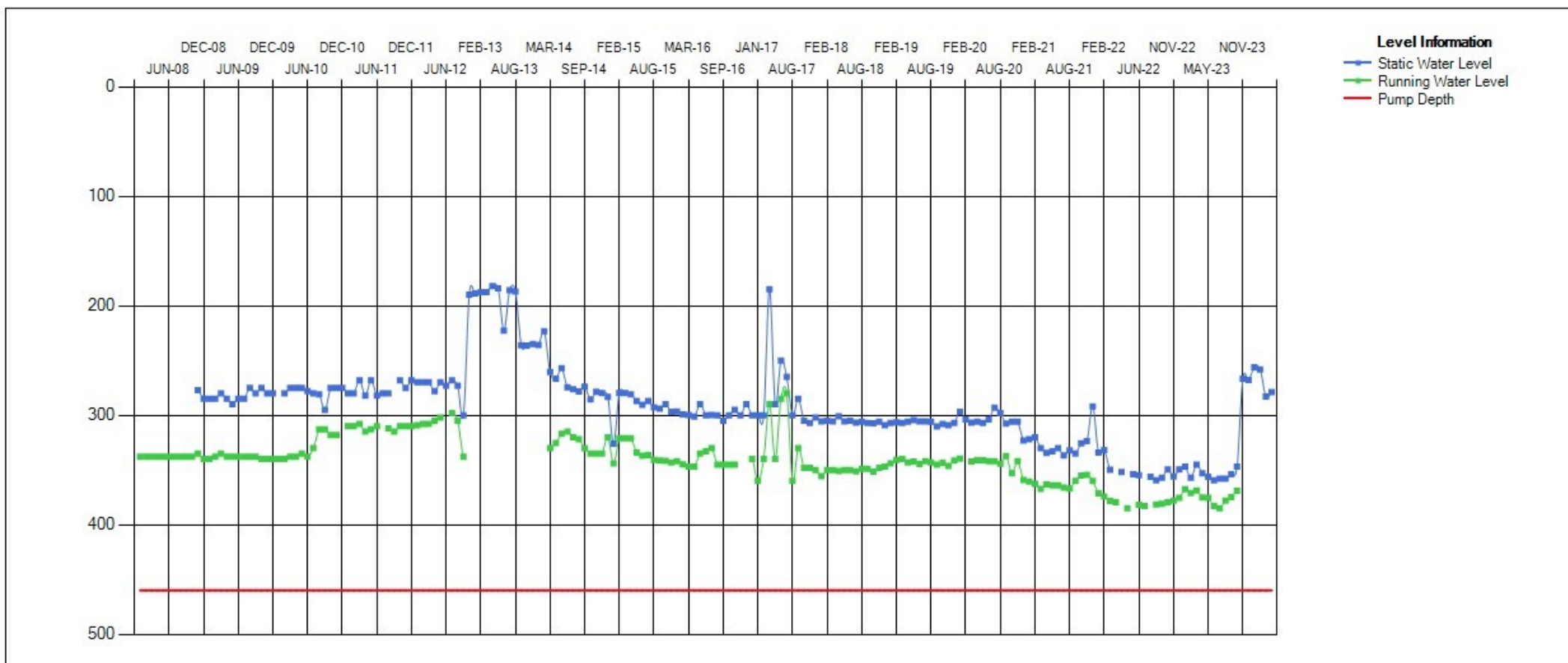
PumpStages: 6 Perforations (ft): 280-900 GPM: 1000 Ground Elevation (ft): 45



Alias: WC WellNumber: 02N20W29B02S Year Built: 1980 Year Refurbished: 2013 System: POTABLE

Well Depth (ft): 725 Bowl Depth (ft): 460 Casing Dia (in): 12.25 Motor HP: 150

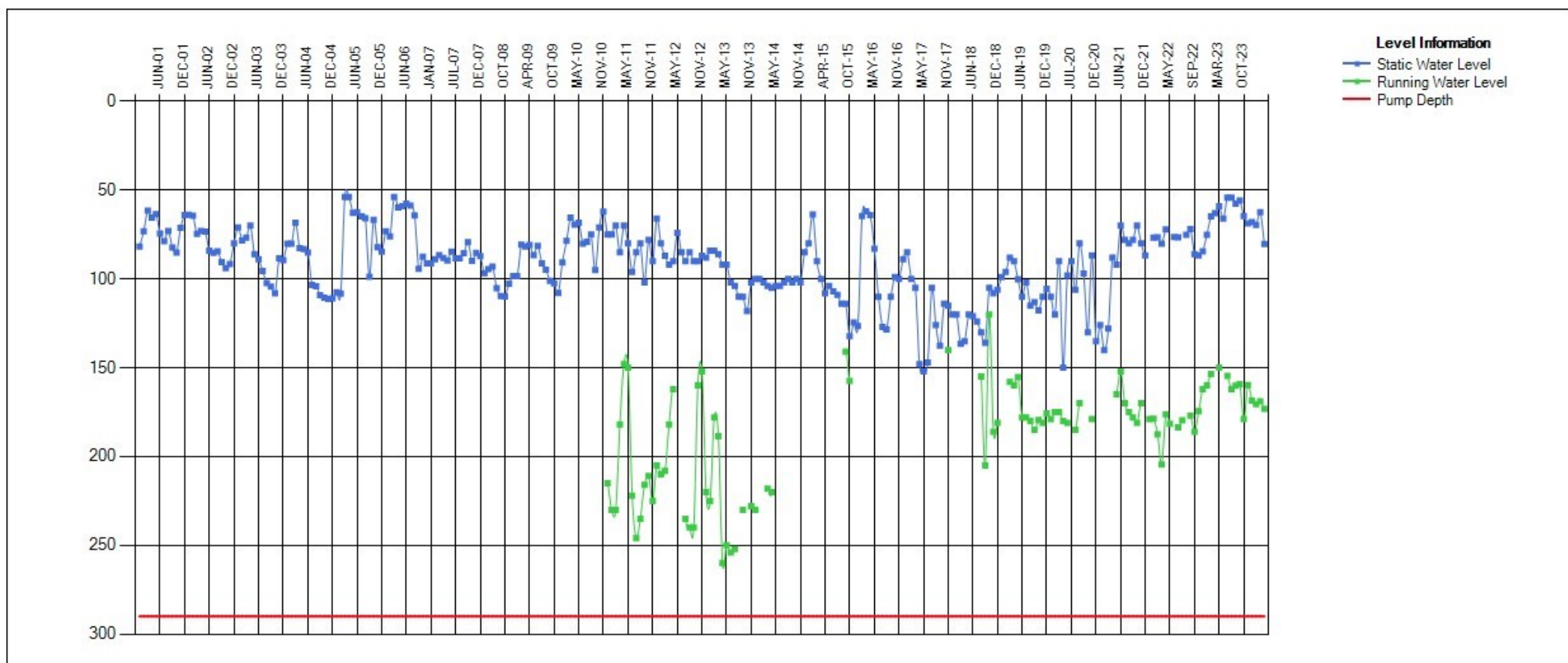
PumpStages: 9 Perforations (ft): 452-725 GPM: 650 Ground Elevation (ft): 270



Alias: SR3 WellNumber: 02N20W25D01S Year Built: Year Refurbished: 2010 System: NON-POTABLE

Well Depth (ft): 307 Bowl Depth (ft): 290 Casing Dia (in): 12 Motor HP: 75

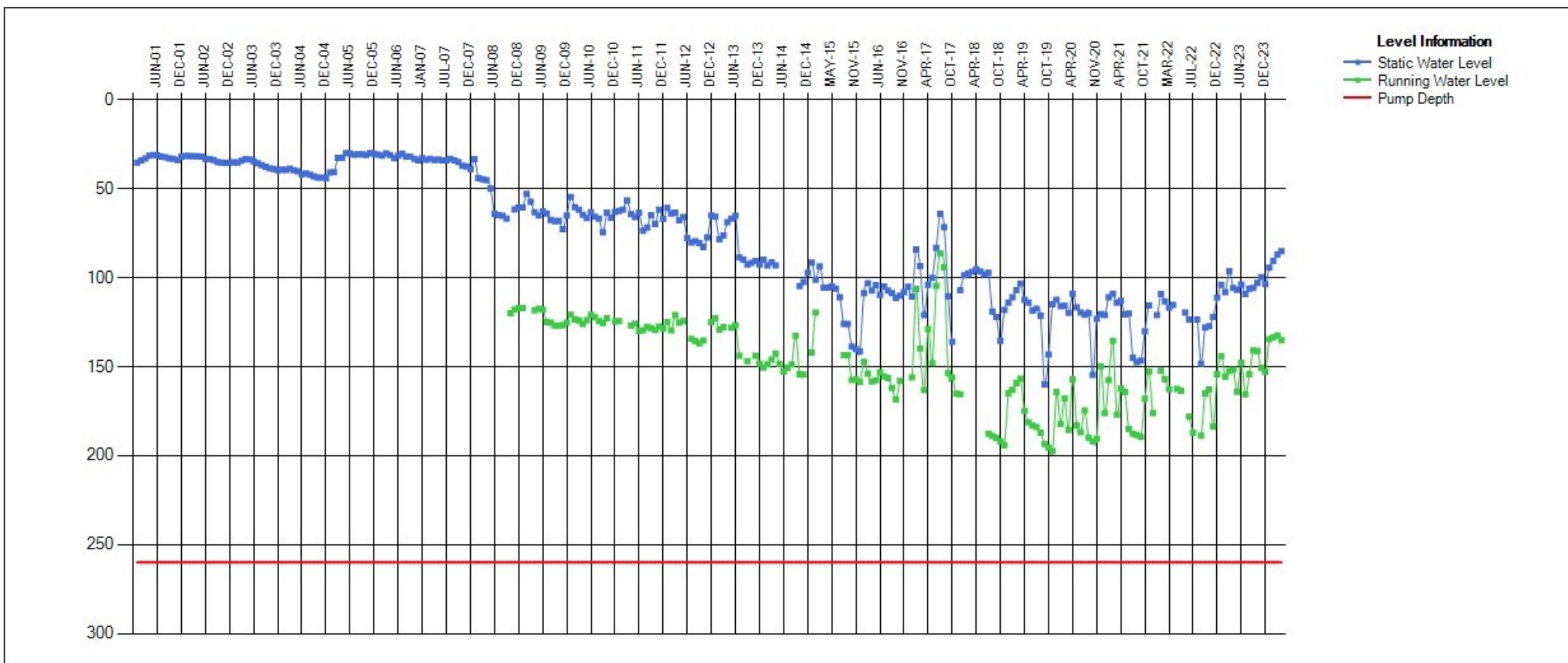
PumpStages: 16 Perforations (ft): 130-430 GPM: 1000 Ground Elevation (ft): 235



Alias: SR9 WellNumber: 02N19W19P02S Year Built: 1940 Year Refurbished: 2008 System: NON-POTABLE

Well Depth (ft): 378 Bowl Depth (ft): 260 Casing Dia (in): 18 Motor HP:

PumpStages: Perforations (ft): 199-393 GPM: 450 Ground Elevation (ft): 280





Alias: SR10 WellNumber: 02N20W24Q03S Year Built: 1954 Year Refurbished: System: NON-POTABLE

Well Depth (ft): 360 Bowl Depth (ft): 290 Casing Dia (in): 14 Motor HP:

PumpStages: 3 Perforations (ft): 288-360 GPM: Ground Elevation (ft): 230



POTABLE	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
Conejo #2																			64	87	54	33	21	48
Conejo #3																			1	35	51	35	12	
Conejo #4																								
Santa Rosa #8																				19	53	35	21	48
Penny Well	20	20	19	20	2	0	15	19	21	26	27	33	33	34	39	43	43	42	43	40	42	40	36	41
Tierra Rejada	16	17	16	17	4	0	1	11	10	19	2	27	22	19	18	2	10	24	19	17	17	17	10	18
Woodcreek	49	48	49	51	49	40	37	36	38	13	11	10	22	26	24	25	22	25	22	0	0	0	0	0
PV Well #2	85	70	0	0	12	135	131	129	139	112	123	77	125	149	133	142	126	45	41	34	37	1	9	0
RMWTP	83	85	86	87	79	85	88	78	70	0	0	0	0	0	0	0	6	35	41	65	60	86	70	89
Local total (potable)	253	241	170	174	146	260	272	273	278	170	163	147	202	229	213	212	208	171	231	297	314	247	179	244
CMWD (potable)	612	602	629	521	485	115	116	282	356	86	187	95	223	312	368	532	436	415	391	224	133	62	45	72
TOTAL POTABLE	865	842	799	695	631	375	388	555	634	256	350	242	425	541	581	744	644	586	623	521	447	309	224	316
PERCENT LOCAL†	29%	29%	21%	25%	23%	69%	70%	49%	44%	66%	47%	61%	48%	42%	37%	28%	32%	29%	37%	57%	70%	80%	80%	77%

NONPOTABLE	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
Santa Rosa #3	16	13	15	2	12	8	15	15	14	2	2	0	0	3	0	1	0	4	5	1	0	0	0	2
Santa Rosa #9	61	61	55	47	41	18	18	41	48	7	22	7	30	41	45	56	51	46	44	35	24	13	6	15
Santa Rosa #10	75	6	5	12	35	12	2	10	75	1	0	0	0	20	2	9	5	11	32	2	1	0	0	0
Conejo #2			20																0.4	0.3	0.2			
Conejo #3			71	107	110	16													0.3	0.8	2.6	6		
Conejo #4			15																0.4	5.6	0			
Potable contribution*	49	46	52	39	38	9	11	35	28	1	11	1	13	10	33	48	30	31	38	22	14	1	1	2
Creek water	323	461	352	261	175	71	118	287	294	112	597	70	624	892	764	893	714	885	928	881	569	264	30	354
CWRF	95	111	110	104	60	74	115	102	112	113	104	122	112	114	107	107	114	111	112	110	114	114	119	121
TOTAL NONPOTABLE	618	697	695	571	471	208	279	491	571	236	736	200	779	1080	951	1114	914	1088	1160	1058	725	392	162	494

PVCWD DELIVERIES	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
Creek	356	269	286	447	459	161	239	551	570	32	364	57	284	618	466	443	332	569	559	560	401	149	25	236
CamSan	104	114	127	117	119	103	27	110	110	94	94	49	131	106	108	98	108	115	103	101	140	149	125	100
CWRF‡	14	0	0	8	50	38	121	39	21	116	46	112	73	56	54	63	126	49	86	72	84	74	97	114
TOTAL	475	383	413	572	627	302	388	700	701	242	504	218	488	780	628	604	565	733	748	733	625	372	247	450

Board Memorandum

April 25, 2024

To: General Manager

From: Art Aseo, Engineering and Capital Projects Manager

Subject: Capital Improvement Projects Status Update

Objective: Provide a quarterly presentation to the Board on the District's CIP status update.

Action Required: No action necessary; for information only.

Discussion: This presentation covers current potable water projects, non-potable water projects, wastewater projects, and general replacement projects. Art Aseo and Terry Curson will be making the presentation. Please refer to the attached slides for more information.



QUARTERLY CI PROJECTS STATUS UPDATE (as of 3/31/2024)

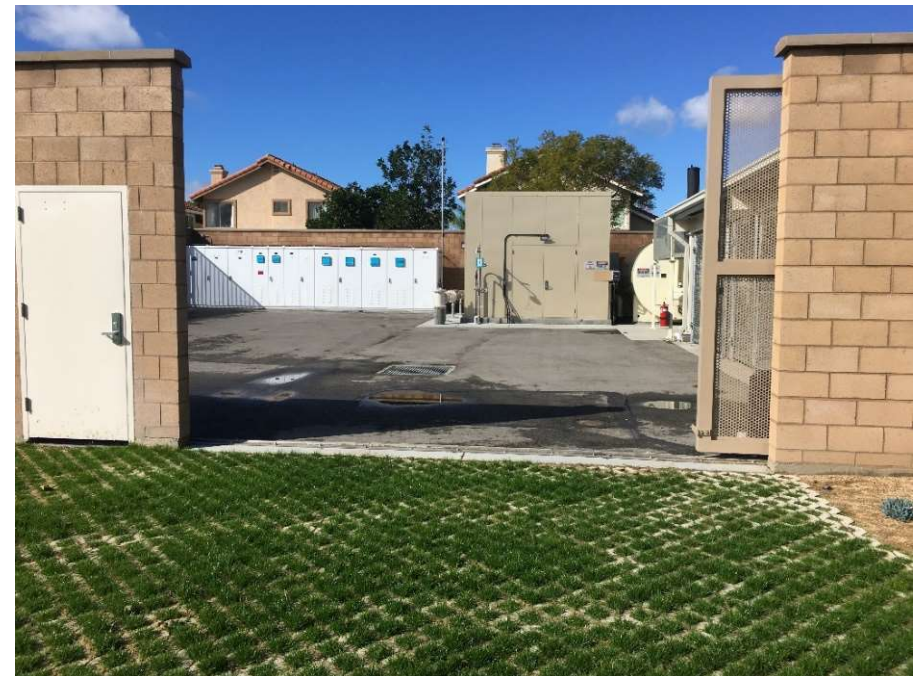
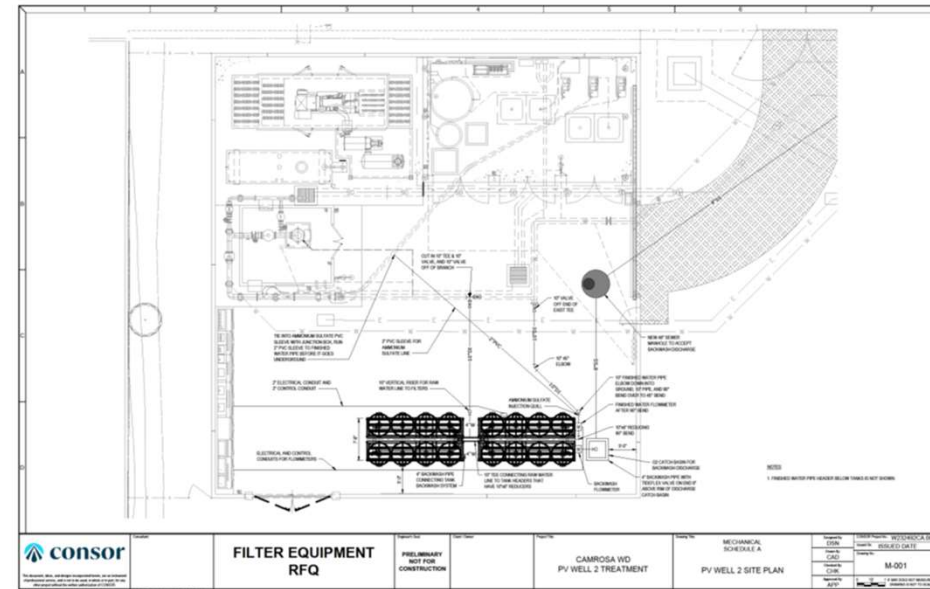
Effluent Ponds Relining at CWRF

- Budget: \$1,501,500
- Cost: \$1,330,405
- SOW: Regrade effluent storage basin and install soil cement bottom and concrete walls. Replace misaligned 24" steel effluent line with new PVC line. Install four (4) electric actuators, various valves, repave parking area and other site drainage improvements.
- STATUS: Project is complete. Final punch list in progress.



Iron/Manganese Treatment Plant at PV Well 1 Site (Engineering)

- Budget: \$325,000 (Design)
- Cost: \$257,051
- Consultant: Consor
- SOW: Design for procurement and installation of Fe/Mn filter vessels for PV Well #1, Woodcreek Well, and future PV Wells.
- STATUS: Experiencing challenges related to finding vendors that will meet District requirements related to treatment objectives, backwash requirements, and affordability.
- NEXT STEP: Waiting on additional quotes from filter vendors to narrow down treatment alternatives.



Woodcreek Well Rehabilitation (Phases 1 and 2)

- Budget: \$120,000.00 (Ph-1)
\$525,000.00 (Ph-2)
\$645,000.00
- Cost: \$98,945.00 (Ph-1)
\$541,351.22 (Ph-2)
\$640,296.22
- SOW:
 - Ph-1: Design, inspection, well pulling, video and report.
 - Ph-2: Well cleaning, rehabilitation, new pump, column piping and fittings to restore pumping capacity of 720 GPM.
- STATUS:
 - Completed installation of swage patches. Discovered additional issues related to existing screen condition. Developed additional alternative and waiting on updated quotes from contractor before proceeding.



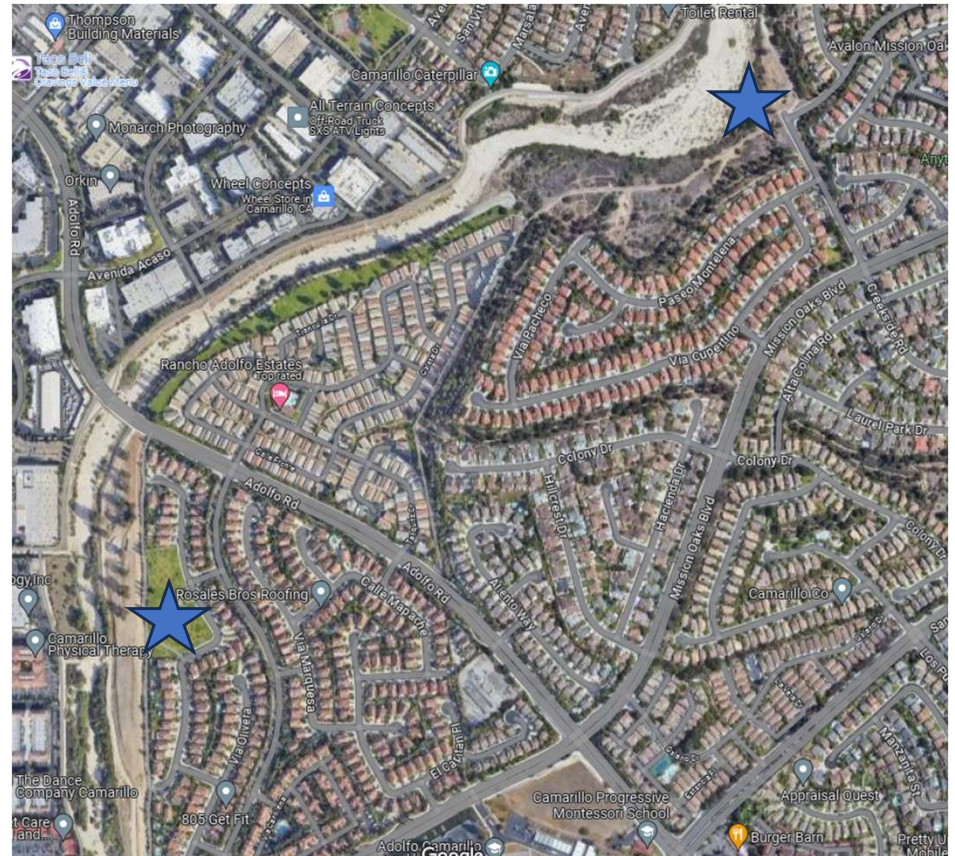
PV Monitoring Well at Heritage Park (Engineering)

- Budget: \$90,000 (Design)
- Cost: \$73,130
- Consultant: Hopkins
- SOW: Plans and specs, and construction cost estimate for a monitoring well to collect groundwater data to help decision making on water quality, water levels and other geophysical properties.
- STATUS: Drilling and E-log complete. Final design in progress.
- NEXT STEP: Complete final design, order materials, and finish developing well.



PV Well No. 3 (Engineering)

- Budget: \$180,000 (Design)
- Consultant: TBD
- SOW: Plans and specs, and construction cost estimate for new potable water well. Project provides a third well within PVGB to produce District's increased pumping allocations.
- STATUS: Project location is under review and pending further analysis and recommendation from Intera. Two possible locations being considered are at Calleguas Creek Park or the end of Creekside Road. Project is on hold pending adjoining groundwater results from pumping Lynnwood Well.



Replacement of University Well (Engineering)

- Budget: \$100,000 (Design)
- Cost: \$76,224
- Consultant: Geoscience
- SOW: Plans and specs, and construction cost estimate for new potable water well to replace existing CSUCI Well.
- STATUS: Design in progress.
- NEXT STEP: Design on hold pending investigation of fouling and plugging of existing well and discharge line.

Approx. location of new well.



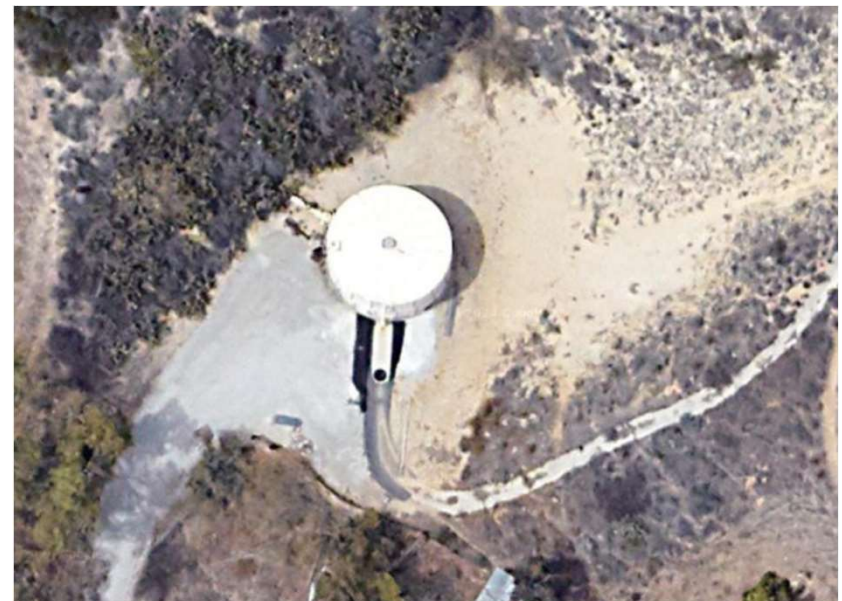
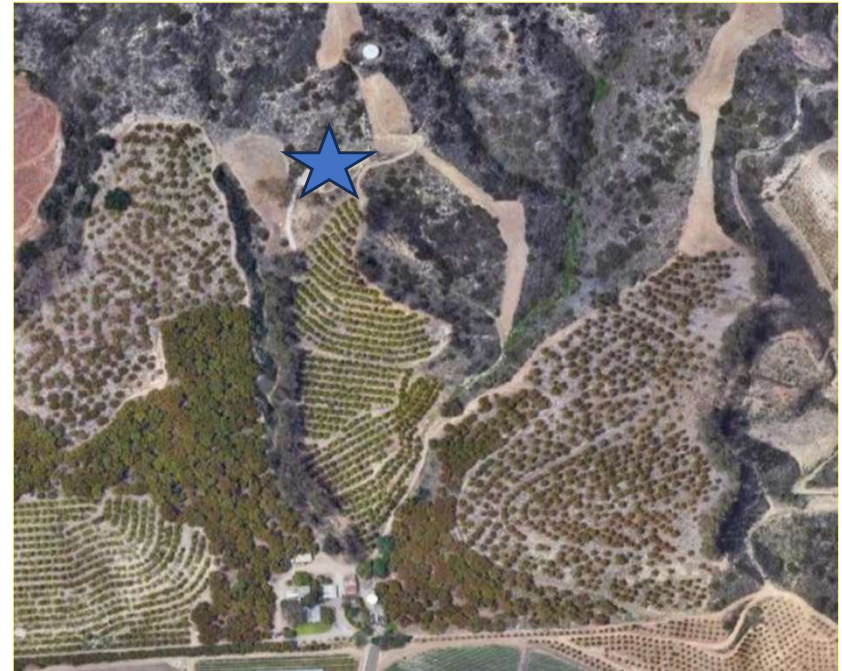
Existing well



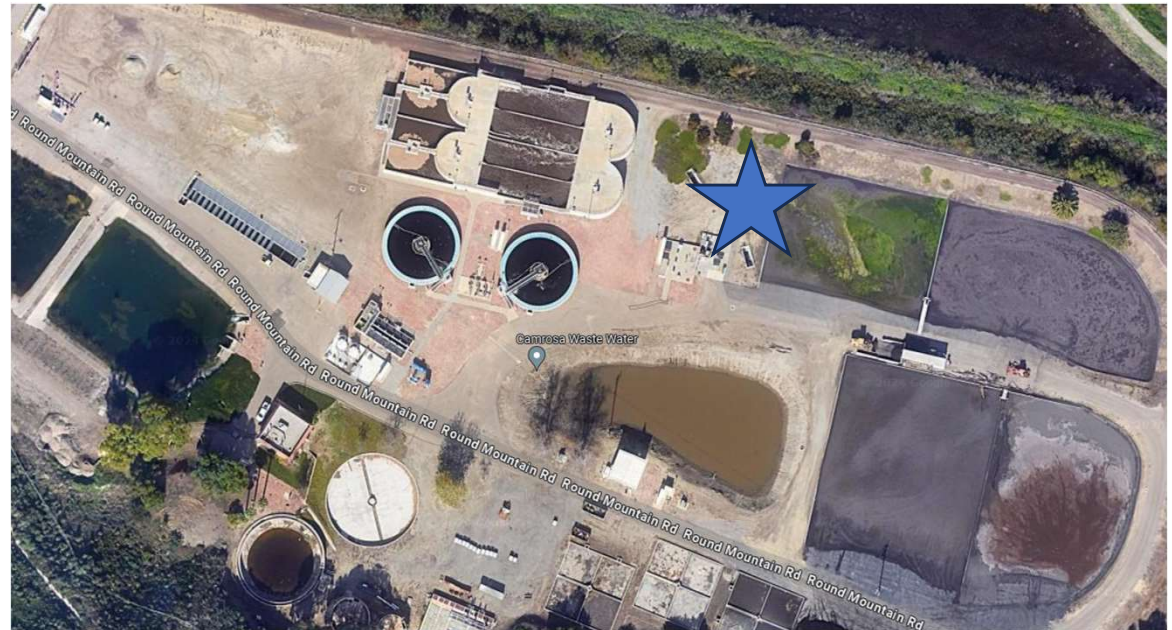
Existing Well

Ag3 Tank Replacement (Non-Potable Water) (Engineering)

- Budget: \$150,000 (Design)
- Cost: \$148,886
- Consultant: Cannon
- SOW: Plans and specs, and construction cost estimate for new tank (100K gallons) to replace existing tank (60K gallons), including fencing, retaining wall, site improvement, and access road improvement.
- STATUS:
 - 100% complete
 - Design completion: 3/31/2024
- NEXT STEP: Advertise for bidding for construction. Obtain Board's approval on funding for construction.



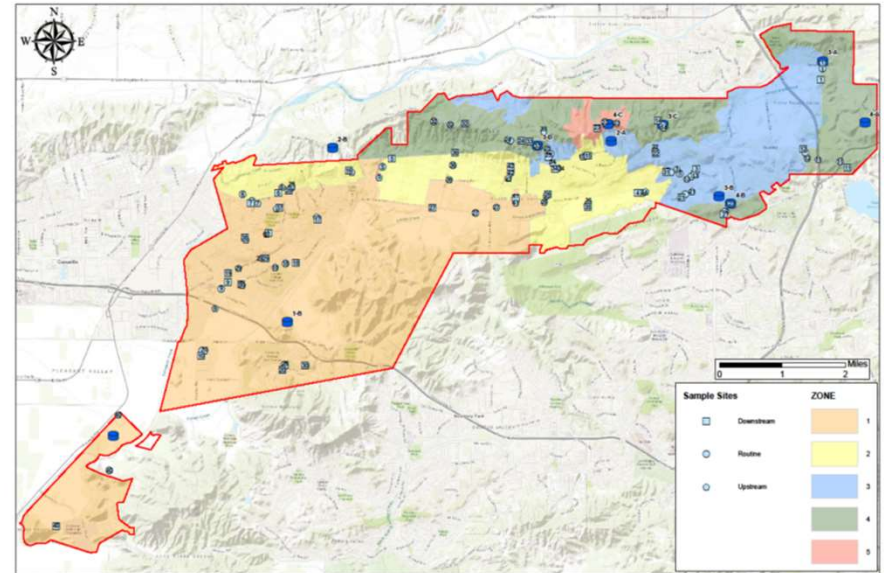
Solids Dewatering Press Facility and Site Improvements at CWRF (Engineering)



- Budget (Engineering/Construction): \$2,158,000
- Consultant: MNS
- SOW: Site demolition and clearing, rotary fan press equipment, 2-storey dewatering building, paving, yard piping, mechanical piping, electrical work, instrumentation and controls, commissioning and testing.
- STATUS:
 - Completed updating the plans and specs, and cost estimate.
 - Bidding closed on 4/10/24. Received 6 bids. Range: \$3.48M to \$5.32M.
 - Reviewing bid packages.
- NEXT STEP: Present to the Board for approval of additional funding for construction.

Water Quality Sampling Stations (Engineering)

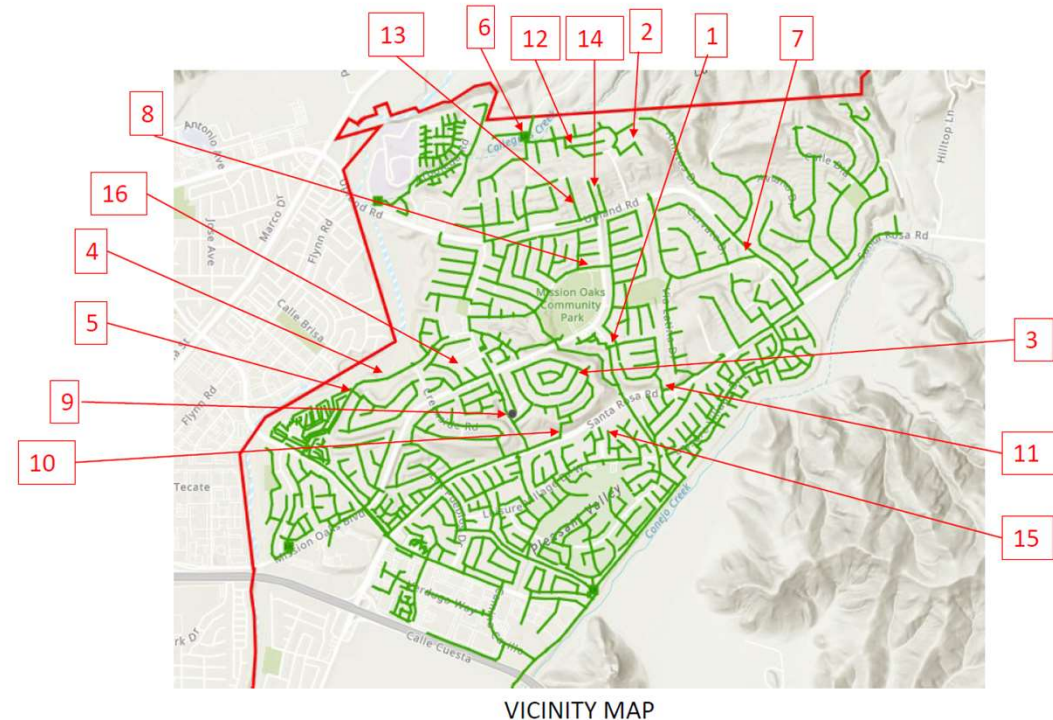
- Budget: \$40,000 (Design)
- Cost: \$33,200
- Consultant: MNS
- SOW: Installation of 42 sampling stations in the potable water system.
- STATUS:
 - 90% design revision in progress.
 - Design completion: 5/31/24
- NEXT STEP: Complete final RFP package for construction bidding.



Typical Water Sampling Station

Repair of Hotspots in Sewer Collection System (Engineering)

- Budget: \$330,000 (Design)
- Cost: \$91,514
- Consultant: Cannon
- SOW: Perform video survey and provide solutions to fix hotspots at 16 locations in sewer system. Issues range from sag in line to roots intrusion to grease buildup. Project will be advertised for bidding upon completion of design.
- STATUS:
 - Design kick-off meeting held.
 - Design completion: 9/30/24
- NEXT STEP: Consultant getting ready to start video survey.



OTHER CAPITAL PROJECTS UNDERWAY

STATUS

GENERAL REPLACEMENTS:

- Utility Billing System In progress. Completion in Spring 2025.
- LIMS In progress. Completion by end of Apr-24.
- Tier 2 Historian In progress. Completion by end of Apr-24.
- Network Backbone Switches In progress. Completion by end of Jun-24.

POTABLE WATER PROJECTS

- Meter Station Control Cabinets In progress. Completion by end of Dec-24.
- Meter Station 5 & 7 Rehabilitation In progress. Completion by end of Jun-24.
- Distribution Valve Replacement In progress. Completion by end of Jun-24.

NON-POTABLE WATER PROJECTS

- Diversion Traveling Screen In progress. Completion by end of Jul-24.

WASTEWATER PROJECTS

- Sequential Chlorination In progress. Completion by end of Jul-24.
- Sewer Lift Read Road MCC In progress. Completion by end of Jun-24.
- Headworks Bar Screen Replacement In progress. Completion by end of Dec-24.
- Confined Space Gas Monitor In progress. Completion by end of Jun-24.

COMPLETED CAPITAL PROJECTS

GENERAL REPLACEMENTS:

- Security Cameras
- AMR AclaraOne+MTU Upgrade Zone

POTABLE WATER PROJECTS

- Conejo Wellfield Treatment Plant (aka GAC)
- PV Well 1 (aka PV Well 2 or Lynnwood Well)
- CamSprings Waterline Crossing Conejo Creek
- University Well Rehabilitation
- Tierra Rejada Well Rehabilitation
- Penny Well Degasifier

NON-POTABLE WATER PROJECTS

WASTEWATER PROJECTS

Board Memorandum

April 25, 2024

To: General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: Fiscal Year 2024-25 Draft Budget

Objective: Receive a briefing from staff on the proposed Fiscal Year (FY) 2024-25 Operating Budget.

Action Required: No action necessary; for information only.

Discussion: Attached is a draft of the FY 2024-25 Operating Budget.

Water Program

- Total water sales within the District are projected to be 10,686 acre-feet (AF)
 - Potable water sales are projected to be 5,945 AF
 - Non-Potable water sales within the District are projected to be 4,741 AF
 - Non-Potable water sales to PVWCD are projected to be 4,735 AF of Conejo Creek/CWRF water and 1,264 AF of CamSan water.
- Production budget
 - The local potable water production is projected to be 65% local and import water at 35%
- The debt service coverage ratio of 3.83 exceeds the minimum requirement of 1.15.

Wastewater Program

- Total wastewater revenue is based upon a projected 9,229 wastewater connections.
- The debt service coverage ratio of 5.51 exceeds the minimum requirement of 1.15.

Water Program

Water Program	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY 2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*/% Change over PY
Revenues								
Water Sales:								
Potable	\$ 12,772,834	\$ 12,280,448	\$ 9,209,757	\$ 12,939,700	\$ 10,143,740	\$ 11,871,600	\$ (1,068,100)	-8.25%
Recycle/Non-Potable	4,823,961	4,383,675	3,573,563	5,146,300	3,457,610	4,212,400	(933,900)	-18.15%
Water Sales Pleasant Valley	1,669,579	1,677,229	1,608,935	1,833,063	2,035,000	1,990,700	157,637	8.60%
Meter Service Charge	2,346,434	2,515,456	2,608,044	2,792,500	2,711,000	3,297,500	505,000	18.08%
Special Services	25,378	50,750	48,513	58,000	65,000	67,000	9,000	15.52%
Pump Zone Charges	55,411	47,212	35,239	52,000	32,500	35,000	(17,000)	-32.69%
Miscellaneous	69,331	15,804	47,591	-	7,500	-	-	-
Total Operating Revenues	\$ 21,762,928	\$ 20,970,574	\$ 17,131,642	\$ 22,821,563	\$ 18,452,350	\$ 21,474,200	\$ (1,347,363)	-5.90%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 9,401,950	\$ 7,701,097	\$ 5,070,510	\$ 6,824,973	\$ 5,847,391	\$ 4,534,287	\$ (2,290,686)	-33.56%
Calleguas Fixed Charge	853,914	913,008	906,822	941,928	937,050	841,552	(100,376)	-10.66%
Conejo Creek Project	958,007	702,978	132,123	862,205	1,114,000	950,351	88,146	10.22%
CamSan	-	72,109	816,017	149,787	148,000	146,899	(2,888)	-1.93%
Salinity Management Pipeline-Calleguas	150,165	192,180	67,384	243,912	138,290	238,656	(5,256)	-2.15%
Pumping & Production Power	1,446,955	1,790,639	1,718,085	1,866,178	1,967,000	2,794,623	928,445	49.75%
Total Production	\$ 12,810,991	\$ 11,372,011	\$ 8,710,941	\$ 10,888,983	\$ 10,151,731	\$ 9,506,368	\$ (1,382,615)	-12.70%
Regular Salaries	\$ 1,639,172	\$ 1,694,820	\$ 1,828,912	\$ 2,412,112	\$ 2,118,337	\$ 2,728,547	\$ 316,435	13.12%
Overtime/Standby	45,418	67,686	98,868	94,046	147,088	169,753	75,707	80.50%
Part Time	16,351	11,017	16,378	41,236	27,114	42,108	872	2.11%
Benefits	622,099	634,563	622,718	797,805	694,276	960,953	163,148	20.45%
Total Salaries & Benefits	\$ 2,323,040	\$ 2,408,086	\$ 2,566,876	\$ 3,345,199	\$ 2,986,815	\$ 3,901,361	\$ 556,162	16.63%
Outside Contracts	\$ 662,585	\$ 772,568	\$ 1,002,474	\$ 2,066,848	\$ 1,730,144	\$ 2,475,456	\$ 408,608	19.77%
Professional Services	147,250	953,167	464,348	1,567,042	888,692	1,004,292	(562,750)	-35.91%
Total Outside Cont/Profess Services	\$ 809,835	\$ 1,725,735	\$ 1,466,822	\$ 3,633,890	\$ 2,618,836	\$ 3,479,748	\$ (154,142)	-4.24%
Utilities	\$ 71,569	\$ 82,105	\$ 73,477	\$ 85,925	\$ 108,400	\$ 98,925	\$ 13,000	15.13%
Communications	41,927	48,873	58,297	49,725	49,725	52,227	2,502	5.03%
Pipeline Repairs	299,013	418,343	400,694	480,000	520,916	480,000	-	0.00%
Small Tools & Equipment	12,681	13,128	24,663	30,452	31,050	34,452	4,000	13.14%
Materials & Supplies	377,140	538,205	400,902	866,473	760,900	1,104,869	238,396	27.51%
Repair Parts & Equipment Maintenance	563,015	575,464	696,805	971,325	958,550	1,200,825	229,500	23.63%
Legal Services	16,861	37,514	32,929	85,750	39,000	76,000	(9,750)	-11.37%
Dues & Subscriptions	27,444	31,260	34,346	37,342	32,500	40,983	3,641	9.75%
Conference & Travel	2,271	9,909	15,773	15,210	15,210	16,185	975	6.41%
Safety & Training	11,818	16,037	14,227	30,355	16,250	43,030	12,675	41.76%
Board Expense	81,512	82,065	101,715	91,000	94,900	117,000	26,000	28.57%
Bad Debt	41,292	5,087	6,992	6,500	4,875	6,500	-	0.00%
Fees & Charges	130,157	141,783	214,184	217,495	206,420	225,870	8,375	3.85%
Insurance	56,613	60,715	75,406	91,650	84,500	117,000	25,350	27.66%
Total Supplies & Services	\$ 1,733,313	\$ 2,060,488	\$ 2,150,410	\$ 3,059,202	\$ 2,923,196	\$ 3,613,866	\$ 554,664	18.13%
Total Expenses	\$ 17,677,179	\$ 17,566,320	\$ 14,895,049	\$ 20,927,274	\$ 18,680,578	\$ 20,501,343	\$ (425,931)	-2.04%
Net Operating Revenues	\$ 4,085,749	\$ 3,404,254	\$ 2,236,593	\$ 1,894,289	\$ (228,228)	\$ 972,857	\$ (921,432)	-48.64%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 843,081	\$ 853,681	\$ 845,806	\$ 852,031	\$ 852,031	\$ 844,931	\$ (7,100)	-0.83%
Rate Stabilization Contribution	295,000	70,000	70,000	-	-	60,000	60,000	-
Unfunded Accrued Liability Contribution	-	-	-	-	-	195,000	195,000	-
Capital Replacement Contribution	3,540,000	3,265,500	3,020,475	2,919,627	1,170,190	1,873,300	(1,046,327)	-35.84%
Total Non-Operating Expenses	\$ 4,678,081	\$ 4,189,181	\$ 3,936,281	\$ 3,771,658	\$ 2,022,221	\$ 2,973,231	\$ (798,427)	-21.17%
Add: Non-Operating Revenues								
Interest Revenues	\$ 108,987	\$ 102,841	\$ 1,074,433	\$ 1,192,562	\$ 1,635,000	\$ 1,410,000	\$ 217,438	18.23%
Taxes	700,753	721,241	772,770	791,000	812,000	850,000	59,000	7.46%
Total Non-Operating Revenues	\$ 809,740	\$ 824,082	\$ 1,847,203	\$ 1,983,562	\$ 2,447,000	\$ 2,260,000	\$ 276,438	13.94%
Net Operating Results	\$ 217,408	\$ 39,155	\$ 147,515	\$ 106,193	\$ 196,551	\$ 259,626	\$ 153,433	
Capital Fees	\$ 55,825	\$ -	\$ 55,575	\$ -	\$ 163,175	\$ -	\$ -	-
Mitigation & In-Lieu Fees	1,324,678	-	298,743	-	4,202,615	-	-	-
GAC Reimbursement	-	16,191,774	-	-	-	-	-	-
Grants	777	187	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 1,381,280	\$ 16,191,961	\$ 354,318	\$ -	\$ 4,365,790	\$ -	\$ -	-
Debt Ratio	7.44	10.71	5.25	4.55	7.73	3.83		

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Potable Water Program

Potable Water Program	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY 2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	% Change over PY
Revenues								
Water Sales:								
Potable	\$ 12,772,834	\$ 12,280,448	\$ 9,209,757	\$ 12,939,700	\$ 10,143,740	\$ 11,871,600	\$ (1,068,100)	-8.25%
Water Sales to Pleasant Valley -CamSan	-	-	-	-	-	973,600	973,600	-
Meter Service Charge	2,218,854	2,387,210	2,465,061	2,635,000	2,559,000	3,096,100	461,100	17.50%
Special Services	20,362	30,107	30,488	33,000	42,000	42,000	9,000	27.27%
Pump Zone Charges	32,650	28,351	20,682	31,000	20,000	20,000	(11,000)	-35.48%
Miscellaneous	68,663	8,612	3,328	-	5,000	-	-	-
Total Operating Revenues	\$ 15,113,363	\$ 14,734,728	\$ 11,729,316	\$ 15,638,700	\$ 12,769,740	\$ 16,003,300	\$ 364,600	2.33%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 8,803,462	\$ 7,111,433	\$ 4,746,238	\$ 6,079,149	\$ 5,455,639	\$ 3,898,187	\$ (2,180,962)	-35.88%
Calleguas Fixed Charge	853,914	913,008	906,822	941,928	937,050	725,352	(216,576)	-22.99%
CamSan	-	-	-	-	-	146,899	146,899	-
Salinity Management Pipeline-Calleguas	150,165	192,180	67,384	243,912	138,290	238,656	(5,256)	-2.15%
Pumping & Production Power	553,575	790,387	714,850	910,802	897,000	2,072,033	1,161,231	127.50%
Total Production	\$ 10,361,116	\$ 9,007,008	\$ 6,435,294	\$ 8,175,791	\$ 7,427,979	\$ 7,081,127	\$ (1,094,664)	-17.01%
Regular Salaries	\$ 1,065,462	\$ 1,101,633	\$ 1,188,793	\$ 1,567,873	\$ 1,376,919	\$ 1,773,556	\$ 205,683	13.12%
Overtime/Standby	29,522	43,996	64,264	61,130	95,607	110,340	49,210	80.50%
Part Time	10,628	7,161	10,646	26,803	17,624	27,370	567	2.12%
Benefits	404,364	412,466	404,767	518,574	451,279	624,620	106,046	20.45%
Total Salaries & Benefits	\$ 1,509,976	\$ 1,565,256	\$ 1,668,470	\$ 2,174,380	\$ 1,941,429	\$ 2,535,886	\$ 361,506	16.63%
Outside Contracts	\$ 360,672	\$ 470,823	\$ 638,796	\$ 1,214,831	\$ 1,060,875	\$ 1,574,777	\$ 359,946	29.63%
Professional Services	87,610	555,074	265,255	947,122	628,220	676,092	(271,030)	-28.62%
Total Outside Cont/Profess Services	\$ 448,282	\$ 1,025,897	\$ 904,051	\$ 2,161,953	\$ 1,689,095	\$ 2,250,869	\$ 88,916	4.11%
Utilities	\$ 63,840	\$ 72,720	\$ 64,305	\$ 72,041	\$ 97,168	\$ 85,041	\$ 13,000	18.05%
Communications	21,802	25,414	30,314	25,857	25,857	27,158	1,301	5.03%
Pipeline Repairs	289,955	397,705	385,542	380,000	380,000	380,000	-	0.00%
Small Tools & Equipment	12,477	11,943	22,736	23,095	23,406	25,175	2,080	9.01%
Materials & Supplies	325,393	483,875	332,173	770,006	672,468	1,007,732	237,726	30.87%
Repair Parts & Equipment Maintenance	366,596	365,973	413,411	585,889	570,446	725,829	139,940	23.89%
Legal Services	8,768	19,507	17,123	43,590	20,280	63,520	19,930	45.72%
Dues & Subscriptions	14,271	16,255	17,860	19,418	16,900	21,311	1,893	9.75%
Conference & Travel	1,181	5,153	8,202	7,909	7,909	8,416	507	6.41%
Safety & Training	6,145	8,339	7,398	15,785	8,450	22,376	6,591	41.75%
Board Expense	42,386	42,674	52,892	47,320	49,348	60,840	13,520	28.57%
Bad Debt	1,857	2,645	3,636	3,380	2,535	3,380	-	0.00%
Fees & Charges	108,505	125,856	193,154	183,953	176,478	193,588	9,635	5.24%
Insurance	29,439	31,572	39,211	47,658	43,940	60,840	13,182	27.66%
Total Supplies & Services	\$ 1,292,615	\$ 1,609,631	\$ 1,587,957	\$ 2,225,901	\$ 2,095,185	\$ 2,685,206	\$ 459,305	251.95%
Total Expenses	\$ 13,611,989	\$ 13,207,792	\$ 10,595,772	\$ 14,738,025	\$ 13,153,688	\$ 14,553,088	\$ (184,937)	-1.25%
Net Operating Revenues	\$ 1,501,374	\$ 1,526,936	1,133,544	900,675	\$ (383,948)	\$ 1,450,212	\$ 549,537	61.01%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 813,066	\$ 823,036	\$ 815,588	\$ 821,677	\$ 821,677	\$ 814,961	\$ (6,716)	-0.82%
Rate Stabilization Contribution	-	-	-	-	-	60,000	60,000	-
Unfunded Accrued Liability Contribution	-	-	-	-	-	126,750	126,750	-
Capital Replacement Contribution	990,000	1,176,500	1,522,475	1,437,227	425,900	1,803,300	366,073	25.47%
Total Non-Operating Expenses	\$ 1,803,066	\$ 1,999,536	\$ 2,338,063	\$ 2,258,904	\$ 1,247,577	\$ 2,805,011	\$ 546,107	24.18%
Add: Non-Operating Revenues								
Interest Revenues	82,090	78,726	887,287	959,183	1,275,000	1,100,000	\$ 140,817	14.68%
Taxes	420,452	432,745	463,662	475,000	487,000	510,000	35,000	7.37%
Total Non-Operating Revenues	\$ 502,542	\$ 511,471	\$ 1,350,949	\$ 1,434,183	\$ 1,762,000	\$ 1,610,000	\$ 175,817	22.05%
Net Operating Results	\$ 200,850	\$ 38,871	\$ 146,430	\$ 75,954	\$ 130,475	\$ 255,201	\$ 179,247	235.99%
Capital Fees	\$ 55,825	\$ -	\$ 55,575	\$ -	\$ 163,175	\$ -	\$ -	-
Mitigation & In-Lieu Fees	1,324,678	-	298,743	-	4,202,615	-	-	-
GAC reimbursement	-	16,191,774	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 1,380,503	\$ 16,191,774	\$ 354,318	\$ -	\$ 4,365,790	\$ -	\$ -	-
Capital Fees & Grants	\$ 1,581,353	\$ 16,230,645	\$ 500,748	\$ 75,954	\$ 4,496,265	\$ 255,201	\$ 179,247	-

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Non-Potable Water Program

Non-Potable Water Program	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY 2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	+% Change over PY
Revenues								
Water Sales:								
Recycle/Non-Potable	\$ 4,823,961	\$ 4,383,675	\$ 3,573,563	\$ 5,146,300	\$ 3,457,610	\$ 4,212,400	\$ (933,900)	-18.15%
Water Sales Pleasant Valley - CCP/CWRF	1,669,579	1,677,229	1,608,935	1,833,063	2,035,000	1,017,100	(815,963)	-44.51%
Meter Service Charge	127,580	128,246	142,983	157,500	152,000	201,400	43,900	27.87%
Special Services	5,016	20,643	18,025	25,000	23,000	25,000	-	0.00%
Pump Zone Charges	22,761	18,861	14,557	21,000	12,500	15,000	(6,000)	-28.57%
Miscellaneous	668	7,192	44,263	-	2,500	-	-	-
Total Operating Revenues	\$ 6,649,565	\$ 6,235,846	\$ 5,402,326	\$ 7,182,863	\$ 5,682,610	\$ 5,470,900	\$ (1,711,963)	-23.83%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 598,488	\$ 589,664	\$ 324,272	\$ 745,824	\$ 391,752	\$ 636,100	\$ (109,724)	-14.71%
Calleguas Fixed Charge	-	-	-	-	-	116,200	116,200	-
Conejo Creek Project	958,007	702,978	132,123	862,205	1,114,000	950,351	88,146	10.22%
CamSan	-	72,109	816,017	149,787	148,000	-	(149,787)	-100.00%
Production Power	893,380	1,000,252	1,003,235	955,376	1,070,000	722,590	(232,786)	-24.37%
Total Production	\$ 2,449,875	\$ 2,365,003	\$ 2,275,647	\$ 2,713,192	\$ 2,723,752	\$ 2,425,241	\$ (287,951)	-10.61%
Regular Salaries	\$ 573,710	\$ 593,187	\$ 640,119	\$ 844,239	\$ 741,418	\$ 954,991	\$ 110,752	13.12%
Overtime/Standby	15,896	23,690	34,604	32,916	51,481	59,413	26,497	80.50%
Part Time	5,723	3,856	5,732	14,433	9,490	14,738	305	2.11%
Benefits	217,735	222,097	217,951	279,231	242,997	336,333	57,102	20.45%
Total Salaries & Benefits	\$ 813,064	\$ 842,830	\$ 898,406	\$ 1,170,819	\$ 1,045,386	\$ 1,365,475	\$ 194,656	16.63%
Outside Contracts	\$ 301,913	\$ 301,745	\$ 363,678	\$ 852,017	\$ 669,269	\$ 900,679	\$ 48,662	5.71%
Professional Services	59,640	398,093	199,093	619,920	260,472	328,200	(291,720)	-47.06%
Total Outside Cont/Profess Services	\$ 361,553	\$ 699,838	\$ 562,771	\$ 1,471,937	\$ 929,741	\$ 1,228,879	\$ (243,058)	-16.51%
Utilities	\$ 7,729	\$ 9,385	\$ 9,172	\$ 13,884	\$ 11,232	\$ 13,884	\$ -	0.00%
Communications	20,125	23,459	27,983	23,868	23,868	25,069	1,201	5.03%
Pipeline Repairs	9,058	20,638	15,152	100,000	140,916	100,000	-	0.00%
Small Tools & Equipment	204	1,185	1,927	7,357	7,644	9,277	1,920	26.10%
Materials & Supplies	51,747	54,330	68,729	96,467	88,432	97,137	670	0.69%
Repair Parts & Equipment Maintenance	196,419	209,491	283,394	385,436	388,104	474,996	89,560	23.24%
Legal Services	8,093	18,007	15,806	42,160	18,720	12,480	(29,680)	-70.40%
Dues & Subscriptions	13,173	15,005	16,486	17,924	15,600	19,672	1,748	9.75%
Conference & Travel	1,090	4,756	7,571	7,301	7,301	7,769	468	6.41%
Safety & Training	5,673	7,698	6,829	14,570	7,800	20,654	6,084	41.76%
Board Expense	39,126	39,391	48,823	43,680	45,552	56,160	12,480	28.57%
Bad Debt	39,435	2,442	3,356	3,120	2,340	3,120	-	0.00%
Fees & Charges	21,652	15,927	21,030	33,542	29,942	32,282	(1,260)	-3.76%
Insurance	27,174	29,143	36,195	43,992	40,560	56,160	12,168	27.66%
Total Supplies & Services	\$ 440,698	\$ 450,857	\$ 562,453	\$ 833,301	\$ 828,011	\$ 928,660	\$ 95,359	11.44%
Total Expenses	\$ 4,065,190	\$ 4,358,528	\$ 4,299,277	\$ 6,189,249	\$ 5,526,890	\$ 5,948,255	\$ (240,994)	-3.89%
Net Operating Revenues	\$ 2,584,375	\$ 1,877,318	\$ 1,103,049	\$ 993,614	\$ 155,720	\$ (477,355)	\$ (1,470,969)	-148.04%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 30,015	\$ 30,645	\$ 30,218	\$ 30,354	\$ 30,354	\$ 29,970	\$ (384)	-1.27%
Rate Stabilization Contribution	295,000	70,000	70,000	-	-	-	-	-
Unfunded Accrued Liability Contribution	-	-	-	-	-	68,250	68,250	-
Capital Replacement Contribution	2,550,000	2,089,000	1,498,000	1,482,400	744,290	70,000	(1,412,400)	-95.28%
Total Non-Operating Expenses	\$ 2,875,015	\$ 2,189,645	\$ 1,598,218	\$ 1,512,754	\$ 774,644	\$ 168,220	\$ (1,344,534)	-88.88%
Add: Non-Operating Revenues								
Interest Revenues	\$ 26,897	\$ 24,115	\$ 187,146	\$ 233,379	\$ 360,000	\$ 310,000	\$ 76,621	32.83%
Taxes	280,301	288,496	309,108	316,000	325,000	340,000	24,000	7.59%
Total Non-Operating Revenues	\$ 307,198	\$ 312,611	\$ 496,254	\$ 549,379	\$ 685,000	\$ 650,000	\$ 100,621	18.32%
Net Operating Results	\$ 16,558	\$ 284	\$ 1,085	\$ 30,239	\$ 66,076	\$ 4,425	\$ (25,814)	
Capital Fees	-	-	-	-	-	-	-	-
Mitigation & In-Lieu Fees	-	-	-	-	-	-	-	-
Grants	777	187	-	-	-	-	-	-
\$ 777	\$ 187	\$ -	\$ -	\$ -	\$ -	\$ -		
Net Operating Results After Capital Fees & Grants	\$ 17,335	\$ 471	\$ 1,085	\$ 30,239	\$ 66,076	\$ 4,425	\$ (25,814)	

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Wastewater Program

Wastewater Program	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY 2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY
Revenues								
Sewer Service Charge	\$ 3,855,258	\$ 4,092,891	\$ 4,426,781	\$ 4,825,300	\$ 4,717,000	\$ 5,513,600	\$ 688,300	14.26%
Special Services	4,545	14,793	16,919	17,000	21,000	21,000	4,000	23.53%
Miscellaneous	818	8,068	3,447	-	-	-	-	-
Total Operating Revenues	\$ 3,860,621	\$ 4,115,752	\$ 4,447,147	\$ 4,842,300	\$ 4,738,000	\$ 5,534,600	\$ 692,300	14.30%
Operating Expenses								
Salinity Management Pipeline-Calleguas	\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 6,492	\$ 8,992	(13,992)	-60.88%
Total Production	\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 6,492	\$ 8,992	\$ (13,992)	-60.88%
Regular Salaries	\$ 882,631	\$ 912,595	\$ 984,799	\$ 1,298,829	\$ 1,140,643	\$ 1,469,218	\$ 170,389	13.12%
Overtime/Standby	24,456	36,447	53,237	50,640	79,201	91,405	40,765	80.50%
Part Time	8,804	5,932	8,819	22,204	14,600	22,674	470	2.12%
Benefits	334,976	341,688	335,310	429,588	373,841	517,437	87,849	20.45%
Total Salaries & Benefits	\$ 1,250,867	\$ 1,296,662	\$ 1,382,165	\$ 1,801,261	\$ 1,608,285	\$ 2,100,734	\$ 299,473	16.63%
Outside Contracts	\$ 697,560	\$ 735,198	\$ 972,408	\$ 1,403,842	\$ 1,196,809	\$ 1,583,784	\$ 179,942	12.82%
Professional Services	119,220	121,920	239,420	635,408	225,082	323,158	(312,250)	-49.14%
Total Outside Cont/Profess Services	\$ 816,780	\$ 857,118	\$ 1,211,828	\$ 2,039,250	\$ 1,421,891	\$ 1,906,942	\$ (132,308)	-6.49%
Utilities	\$ 19,682	\$ 23,404	\$ 24,269	\$ 30,575	\$ 30,600	\$ 35,575	\$ 5,000	16.35%
Communications	22,576	26,317	31,391	26,775	26,775	28,123	1,348	5.03%
Pipeline Repairs	5,369	23,021	1,169	10,000	10,000	10,000	-	0.00%
Small Tools & Equipment	1,932	1,897	4,506	4,898	5,450	12,898	8,000	163.33%
Materials & Supplies	127,612	145,124	153,346	182,592	178,100	228,345	45,753	25.06%
Repair Parts & Equipment Maintenance	81,586	56,241	86,708	141,175	123,950	182,175	41,000	29.04%
Legal Services	9,076	20,200	17,731	19,250	21,000	14,000	(5,250)	-27.27%
Dues & Subscriptions	14,778	16,832	18,599	23,108	20,500	22,068	(1,040)	-4.50%
Conference & Travel	1,223	5,336	8,493	8,190	8,190	8,715	525	6.41%
Safety & Training	6,364	8,635	7,661	16,345	8,750	23,170	6,825	41.76%
Board Expense	43,891	44,189	54,770	49,000	51,100	63,000	14,000	28.57%
Bad Debt	54	2,739	3,765	3,500	2,625	3,500	-	0.00%
Fees & Charges	66,049	64,100	74,474	104,880	95,880	117,005	12,125	11.56%
Insurance	30,484	32,693	40,603	49,350	45,500	63,000	13,650	27.66%
Total Supplies & Services	\$ 430,676	\$ 470,728	\$ 527,485	\$ 669,638	\$ 628,420	\$ 811,574	\$ 141,936	21.20%
Total Expenses	\$ 2,508,095	\$ 2,636,029	\$ 3,129,331	\$ 4,533,133	\$ 3,665,088	\$ 4,828,242	\$ 295,109	6.51%
Net Operating Revenues	\$ 1,352,526	\$ 1,479,723	\$ 1,317,816	\$ 309,167	\$ 1,072,912	\$ 706,358	\$ 397,191	128.47%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 191,450	\$ 190,950	\$ 189,525	\$ 187,900	\$ 187,900	\$ 191,700	\$ 3,800	2.02%
Rate Stabilization Contribution	-	80,000	-	-	-	10,000	10,000	-
Unfunded Accrued Liability Contribution	-	-	-	-	-	105,000	105,000	-
Capital Replacement Contribution	1,150,000	1,230,000	1,245,825	264,000	1,208,000	713,600	449,600	170.30%
Total Non-Operating Expenses	\$ 1,341,450	\$ 1,500,950	\$ 1,435,350	\$ 451,900	\$ 1,395,900	\$ 1,020,300	\$ 568,400	125.78%
Add: Non-Operating Revenues								
Interest Revenues	\$ 32,608	\$ 27,073	\$ 201,853	\$ 211,710	\$ 407,000	\$ 350,000	\$ 138,290	65.32%
Total Non-Operating Revenues	\$ 32,608	\$ 27,073	\$ 201,853	\$ 211,710	\$ 407,000	\$ 350,000	\$ 138,290	65.32%
Net Operating Results	\$ 43,684	\$ 5,846	\$ 84,319	\$ 68,977	\$ 84,012	\$ 36,058	\$ (32,919)	
Capital Fees	-	-	233,750.00	-	1,804,550	-	-	-
Net Operating Results After Capital Fees & Grants	\$ 43,684	\$ 5,846	\$ 318,069	\$ 68,977	\$ 1,888,562	\$ 36,058	\$ (32,919)	
Debt Ratio	7.23	7.89	9.25	2.77	17.48	5.51		

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Human Resources

Human Resources Program 05	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY	
Salaries & Benefits									
Regular Salaries	50100	\$ 2,521,803	\$ 2,607,416	\$ 2,813,711	\$ 3,710,941	\$ 3,258,981	\$ 4,197,765	\$ 486,824	13.12%
Overtime	50110	44,244	77,086	125,299	116,125	200,165	230,063	113,938	98.12%
Part Time	50120	25,155	16,949	25,197	63,440	41,714	64,782	1,342	2.12%
Standby	50130	25,630	27,047	26,805	28,561	26,123	31,095	2,534	8.87%
Benefits	50140	957,075	976,250	958,027	1,227,393	1,068,117	1,478,390	250,997	20.45%
Total Salaries & Benefits		\$ 3,573,907	\$ 3,704,748	\$ 3,949,039	\$ 5,146,460	\$ 4,595,100	\$ 6,002,095	\$ 855,635	16.63%
Contracts & Professional Services									
Outside Contracts	50220	13,799	17,729	20,364	23,600	15,000	23,100	\$ (500)	-2.12%
Total Contracts & Professional Services		\$ 13,799	\$ 17,729	\$ 20,364	\$ 23,600	\$ 15,000	\$ 98,100	\$ 74,500	315.68%
Services & Supplies									
Dues & Subscriptions	50290	6,310	4,488	4,896	7,000	6,000	7,000	\$ -	0.00%
Conference & Travel	50300	2,596	4,474	3,959	6,600	6,600	6,600	-	0.00%
Safety & Training	50310	18,182	24,672	21,888	46,700	25,000	66,200	19,500	41.76%
Fees & Charges	50350	162	157	91	250	250	250	-	0.00%
Insurance	50360	-	-	1,755	-	-	-	-	-
Total Services & Supplies		\$ 27,250	\$ 33,791	\$ 32,589	\$ 60,550	\$ 37,850	\$ 80,050	\$ 19,500	32.20%
Total Operating Expenditures		\$ 3,614,956	\$ 3,756,267	\$ 4,001,992	\$ 5,230,610	\$ 4,647,950	\$ 6,180,245	\$ 949,635	18.16%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 3,614,956	\$ 3,756,267	\$ 4,001,992	\$ 5,230,610	\$ 4,647,950	\$ 6,180,245	\$ 949,635	18.16%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

General Administration

General Administration Program 10	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	**% Change over PY	
Contracts & Professional Services									
Outside Contracts	50220	\$ 5,566	\$ 4,448	\$ 18,395	\$ 41,500	\$ 29,000	\$ 29,500	\$ (12,000)	-28.92%
Professional Services	50230	129,796	230,338	638,119	1,640,450	576,450	680,450	(960,000)	-58.52%
Total Contracts & Professional Services		\$ 135,362	\$ 234,786	\$ 656,514	\$ 1,681,950	\$ 605,450	\$ 709,950	\$ (972,000)	8.14%
Services & Supplies									
Small Tools & Equipment	50250	\$ -	\$ 1,049	\$ 264	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.00%
Materials & Supplies	50260	15,697	15,669	24,531	26,050	18,000	28,000	1,950	7.49%
Legal Services	50280	25,937	57,714	50,659	55,000	60,000	40,000	(15,000)	-27.27%
Dues & Subscriptions	50290	35,913	43,604	47,945	49,950	44,000	55,550	5,600	11.21%
Conference & Travel	50300	899	10,771	20,307	16,800	16,800	18,300	1,500	8.93%
Board Expense	50330	125,403	126,254	156,485	140,000	146,000	180,000	40,000	28.57%
Bad Debt	50340	41,346	7,826	10,758	10,000	7,500	10,000	-	0.00%
Fees & Charges	50350	49,434	45,553	47,030	62,050	62,050	58,550	(3,500)	-5.64%
Insurance	50360	87,097	93,408	114,254	141,000	130,000	180,000	39,000	27.66%
Total Services & Supplies		\$ 381,726	\$ 401,848	\$ 472,233	\$ 504,850	\$ 488,350	\$ 574,400	\$ 39,000	13.78%
Total Operating Expenses		\$ 517,088	\$ 636,634	\$ 1,128,747	\$ 2,186,800	\$ 1,093,800	\$ 1,284,350	\$ (902,450)	-41.27%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 517,088	\$ 636,634	\$ 1,128,747	\$ 2,186,800	\$ 1,093,800	\$ 1,284,350	\$ (902,450)	-41.27%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Information Services

Information Services Program 11	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	**% Change over PY	
Contracts & Professional Services									
Outside Contracts	50220	\$ 229,579	\$ 313,438	\$ 480,472	\$ 643,090	\$ 600,000	\$ 707,640	\$ 64,550	10.04%
Professional Services	50230	47,000	-	-	-	-	-	-	-
Total Contracts & Professional Services		\$ 276,579	\$ 313,438	\$ 480,472	\$ 643,090	\$ 600,000	\$ 707,640	\$ 64,550	10.04%
Services & Supplies									
Communications	50210	\$ 64,504	\$ 75,191	\$ 89,688	\$ 76,500	\$ 76,500	\$ 80,350	\$ 3,850	5.03%
Materials & Supplies	50260	129	-	-	-	-	-	-	-
Repair Parts & Equipment Maintenance	50270	28,040	8,564	8,216	40,000	12,000	40,000	-	0.00%
Dues & Subscriptions	50290	-	-	-	500	-	500	-	0.00%
Total Services & Supplies		\$ 92,673	\$ 83,755	\$ 97,904	\$ 117,000	\$ 88,500	\$ 120,850	\$ 3,850	3.29%
Total Operating Expenses		\$ 369,252	\$ 397,193	\$ 578,376	\$ 760,090	\$ 688,500	\$ 828,490	\$ 68,400	9.00%
Fixed Assets	50600	\$ 6,354	\$ 42,276	\$ 11,241	\$ 25,000	\$ 17,027	\$ 7,000	\$ (18,000)	-
Total Expenses		\$ 375,606	\$ 439,469	\$ 589,617	\$ 785,090	\$ 705,527	\$ 835,490	\$ 50,400	6.42%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Resource Planning & Engineering Services

Resource Planning & Engineering Services Program 12	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services								
Outside Contracts	50220 \$ 3,339	\$ 13,704	\$ 14,702	\$ 256,000	\$ 53,478	\$ 250,000	\$ (6,000)	-2.34%
Professional Services	50230 14,359	3,933	-	75,000	10,000	125,000	50,000	66.67%
Total Contracts & Professional Services	\$ 17,698	\$ 17,636	\$ 14,702	\$ 331,000	\$ 63,478	\$ 375,000	\$ 44,000	13.29%
Services & Supplies								
Small Tools & Equipment	50250 \$ -	\$ -	\$ -	\$ 850	\$ 1,000	\$ 850	\$ -	0.00%
Materials & Supplies	50260 191	546	-	4,750	2,000	250	(4,500)	-94.74%
Total Services & Supplies	\$ 191	\$ 546	\$ -	\$ 5,600	\$ 3,000	\$ 1,100	\$ (4,500)	-80.36%
Total Operating Expenses	\$ 17,889	\$ 18,182	\$ 14,702	\$ 336,600	\$ 66,478	\$ 376,100	\$ 39,500	11.73%
Fixed Assets	50600 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses	\$ 17,889	\$ 18,182	\$ 14,702	\$ 336,600	\$ 66,478	\$ 376,100	\$ 39,500	11.73%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Water Resource Management

Water Resource Management Program 22	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY
Contracts & Professional Services								
Outside Contracts	50220 \$ 2,584	\$ 3,319	\$ 5,763	\$ 15,000	\$ 16,500	\$ 3,000	\$ (2,763)	-47.94%
Professional Services	50230 -	-	-	-	-	-	-	-
Total Contracts & Professional Services	\$ 2,584	\$ 3,319	\$ 5,763	\$ 15,000	\$ 16,500	\$ 3,000	\$ (2,763)	-47.94%
Services & Supplies								
Materials & Supplies	50260 \$ 529	\$ 489	\$ 866	\$ 3,000	\$ -	\$ -	\$ (866)	-100.00%
Total Services & Supplies	\$ 529	\$ 489	\$ 866	\$ 3,000	\$ -	\$ -	\$ (866)	-100.00%
Total Operating Expenses	\$ 3,113	\$ 3,808	\$ 6,629	\$ 18,000	\$ 16,500	\$ 3,000	\$ (3,629)	-54.74%
Fixed Assets	50600 \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses	\$ 3,113	\$ 3,808	\$ 6,629	\$ 18,000	\$ 16,500	\$ 3,000	\$ (3,629)	-54.74%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Customer Services

Customer Services Program 24	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY	
Contracts & Professional Services									
Outside Contracts	50220	\$ 74,028	\$ 74,150	\$ 74,498	\$ 80,000	\$ 70,475	\$ 104,000	\$ 29,502	39.60%
Professional Services	50230	-	-	-	-	-	-	-	-
Total Contracts & Professional Services		\$ 74,028	\$ 74,150	\$ 74,498	\$ 80,000	\$ 70,475	\$ 104,000	\$ 29,502	39.60%
Services & Supplies									
Materials & Supplies	50260	\$ 638	\$ 37	\$ -	\$ 1,000	\$ 1,000	\$ 3,500	\$ 3,500	#DIV/0!
Repair Parts & Equipment Maintenance	50270	-	-	-	-	-	-	-	-
Total Services & Supplies		\$ 638	\$ 37	\$ -	\$ 1,000	\$ 1,000	\$ 3,500	\$ 3,500	#DIV/0!
Total Operating Expenses		\$ 74,666	\$ 74,187	\$ 74,498	\$ 81,000	\$ 71,475	\$ 107,500	\$ 33,002	44.30%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 74,666	\$ 74,187	\$ 74,498	\$ 81,000	\$ 71,475	\$ 107,500	\$ 33,002	44.30%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Water Quality

Water Quality Program 25	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	**% Change over PY	
Contracts & Professional Services									
Outside Contracts	50220	\$ 57,657	\$ 40,223	\$ 40,957	\$ 92,500	\$ 92,500	\$ 92,500	\$ 51,543	125.85%
Professional Services	50230	-	-	-	30,000	-	-	-	-
Total Contracts & Professional Services		\$ 57,657	\$ 40,223	\$ 40,957	\$ 122,500	\$ 92,500	\$ 92,500	\$ 51,543	125.85%
Services & Supplies									
Small Tools & Equipment	50250	\$ 600	\$ 1,435	\$ 7,637	\$ 3,000	\$ 4,000	\$ 11,000	\$ 3,363	44.04%
Materials & Supplies	50260	37,397	29,227	43,871	38,965	38,000	38,965	(4,906)	-11.18%
Repair Parts & Equipment Maintenance	50270	3,830	4,890	5,511	10,500	10,500	10,000	4,489	81.46%
Fees & Charges	50350	14,258	3,500	15,500	30,000	15,000	15,000	(500)	-3.23%
Total Services & Supplies		\$ 56,085	\$ 39,052	\$ 72,519	\$ 82,465	\$ 67,500	\$ 74,965	\$ 2,446	3.37%
Total Operating Expenses		\$ 113,742	\$ 79,275	\$ 113,476	\$ 204,965	\$ 160,000	\$ 167,465	\$ 53,989	47.58%
Fixed Assets	50600	\$ 4,033	\$ 21,745	\$ 12,025	\$ 16,000	\$ 13,800	\$ 5,000	\$ (7,025)	-
Total Expenses		\$ 117,775	\$ 101,020	\$ 125,501	\$ 220,965	\$ 173,800	\$ 172,465	\$ 46,964	37.42%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Buildings/Grounds & Rolling Stock

Buildings/Grounds & Rolling Stock Program 26	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	**% Change over PY	
Contracts & Professional Services									
Outside Contracts	50220	\$ 240,408	\$ 186,029	\$ 203,952	\$ 362,500	\$ 360,000	\$ 450,000	\$ 87,500	24.14%
Total Contracts & Professional Services		\$ 240,408	\$ 186,029	\$ 203,952	\$ 362,500	\$ 360,000	\$ 450,000	\$ 87,500	24.14%
Services & Supplies									
Utilities	50200	\$ 24,772	\$ 30,081	\$ 29,398	\$ 44,500	\$ 36,000	\$ 44,500	\$ -	0.00%
Small Tools & Equipment	50250	193	1,525	38	2,000	2,000	2,000	-	0.00%
Materials & Supplies	50260	65,728	97,865	96,414	109,800	105,000	115,000	5,200	4.74%
Repair Parts & Equipment Maintenance	50270	46,305	40,590	77,980	65,500	70,000	80,500	15,000	22.90%
Fees & Charges	50350	2,311	2,645	3,103	4,500	4,500	15,500	11,000	244.44%
Total Services & Supplies		\$ 139,309	\$ 172,706	\$ 206,933	\$ 226,300	\$ 217,500	\$ 257,500	\$ 31,200	13.79%
Total Operating Expenses		\$ 379,717	\$ 358,735	\$ 410,885	\$ 588,800	\$ 577,500	\$ 707,500	\$ 118,700	20.16%
Fixed Assets	50600	\$ 24,592	\$ 21,923	\$ -	\$ 275,000	\$ -	\$ 250,000	\$ (25,000)	-
Total Expenses		\$ 404,309	\$ 380,658	\$ 410,885	\$ 863,800	\$ 577,500	\$ 957,500	\$ 93,700	10.85%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Potable Water Production & Distribution

Potable Water Production & Distribution Program 52	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	**% Change over PY	
Production									
Import Water Purchases-Calleguas	50010	\$ 8,803,462	\$ 7,111,433	\$ 4,746,238	\$ 6,079,149	\$ 5,455,639	\$ 3,898,187	\$(2,180,962)	-35.88%
Calleguas Fixed Charges	50012	853,914	913,008	906,822	941,928	937,050	725,352	(216,576)	-22.99%
CamSan	50013	-	-	-	-	-	146,899	146,899	#DIV/0!
Salinity Management Pipeline-Calleguas	50011	150,165	192,180	67,384	243,912	138,290	238,656	(5,256)	-2.15%
Production Power	50020	553,575	790,387	714,850	910,802	897,000	2,072,033	1,161,231	127.50%
Total Production		\$ 10,361,116	\$ 9,007,008	\$ 6,435,294	\$ 8,175,791	\$ 7,427,979	\$ 7,081,127	\$(1,094,664)	-13.39%
Contracts & Professional Services									
Outside Contracts	50220	\$ 153,257	\$ 253,233	\$ 351,614	\$ 710,250	\$ 650,000	\$ 1,021,000	\$ 310,750	43.75%
Professional Services	50230	23,000	475,891	49,571	359,500	430,000	378,500	19,000	5.29%
Total Contracts & Professional Services		\$ 176,257	\$ 729,124	\$ 401,185	\$ 1,069,750	\$ 1,080,000	\$ 1,399,500	\$ 329,750	30.82%
Services & Supplies									
Utilities	50200	\$ 55,467	\$ 62,553	\$ 54,368	\$ 57,000	\$ 85,000	\$ 70,000	\$ 13,000	22.81%
Communications	50210	-	-	-	-	-	-	-	-
Pipeline Repairs	50240	289,955	397,705	385,542	380,000	380,000	380,000	-	0.00%
Small Tools & Equipment	50250	12,255	10,700	20,648	20,000	20,000	20,000	-	0.00%
Materials & Supplies	50260	287,646	437,538	279,556	711,000	620,000	948,000	237,000	33.33%
Repair Parts & Equipment Maintenance	50270	340,472	348,088	382,845	547,500	540,000	682,500	135,000	24.66%
Legal Services	50280	-	-	-	25,000	-	50,000	25,000	100.00%
Fees & Charges	50350	87,253	108,602	172,148	153,575	150,000	164,575	11,000	7.16%
Total Services & Supplies		\$ 1,073,048	\$ 1,365,186	\$ 1,295,107	\$ 1,894,075	\$ 1,795,000	\$ 2,315,075	\$ 421,000	22.23%
Total Operating Expenditures		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,302,979	\$ 10,795,702	\$ (343,914)	-3.09%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,302,979	\$ 10,795,702	\$ (343,914)	-3.09%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Non-Potable Water Production & Distribution

Non-Potable Water Production & Distribution Program 53	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY
Production								
Water Purchases-Calleguas	50010	\$ 598,488	\$ 589,664	\$ 324,272	\$ 745,824	\$ 391,752	\$ 636,100	\$ (109,724) -14.71%
Calleguas Fixed Charges	50012	-	-	-	-	-	116,200	116,200 -
Conejo Creek Project	50011	958,007	702,978	816,017	862,205	1,114,000	950,351	88,146 10.22%
CamSan		-	72,109	132,123	149,787	148,000	-	(149,787) -100.00%
Production Power	50020	893,380	1,000,252	1,003,235	955,376	1,070,000	722,590	(232,786) -24.37%
Total Production		\$2,449,875	\$2,365,004	\$ 2,275,647	\$ 2,713,192	\$ 2,723,752	\$ 2,425,241	\$ (287,951) -10.61%
Contracts & Professional Services								
Outside Contracts	50220	\$ 110,452	\$ 100,893	\$ 98,587	\$ 386,250	\$ 290,000	\$ 389,500	\$ 3,250 0.84%
Professional Services	50230	-	325,000	0	77,500	77,500	53,500	(24,000) -30.97%
Total Contracts & Professional Services		\$ 110,452	\$ 425,893	\$ 98,587	\$ 463,750	\$ 367,500	\$ 443,000	\$ (20,750) -4.47%
Services & Supplies								
Pipeline Repairs	50240	9,058	20,638	15,152	100,000	140,916	100,000	\$ - 0.00%
Small Tools & Equipment	50250	-	38	0	4,500	4,500	4,500	- 0.00%
Materials & Supplies	50260	16,902	11,558	20,160	42,000	40,000	42,000	- 0.00%
Repair Parts & Equipment Maintenance	50270	172,304	192,981	255,179	350,000	360,000	435,000	85,000 24.29%
Legal Services	50280	-	-	-	25,000	-	-	(25,000) -100.00%
Fees & Charges	50350	2,035	0	1,640	5,500	5,500	5,500	- 0.00%
Total Services & Supplies		\$ 200,299	\$ 225,214	\$ 292,131	\$ 527,000	\$ 550,916	\$ 587,000	\$ 60,000 11.39%
Total Operating Expenses		\$2,760,626	\$3,016,111	\$ 2,666,365	\$ 3,703,942	\$ 3,642,168	\$ 3,455,241	\$ (248,701) -6.71%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ - -
Total Expenses		\$ 2,760,626	\$ 3,016,111	\$ 2,666,365	\$ 3,703,942	\$ 3,642,168	\$ 3,455,241	\$ (248,701) -6.71%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Wastewater Collection & Treatment

Wastewater Collection & Treatment Program 57	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Budget FY2023-24	Projections FY 2023-24	Budget FY 2024-25	*Increase (Decrease) over PY	*% Change over PY	
Production									
Salinity Management Pipeline-Calleguas	50011	\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 6,492	\$ 8,992	\$ (13,992)	-60.88%
Total Production		\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 6,492	\$ 8,992	\$ (13,992)	-60.88%
Contracts & Professional Services									
Outside Contracts	50220	\$ 469,475	\$ 500,601	\$ 665,579	\$ 860,000	\$ 750,000	\$ 989,000	\$ 129,000	15.00%
Professional Services	50230	52,316	39,926	16,078	20,000	19,824	15,000	(5,000)	-25.00%
Total Contracts & Professional Services		\$ 521,791	\$ 540,527	\$ 681,657	\$ 880,000	\$ 769,824	\$ 1,004,000	\$ 124,000	14.09%
Services & Supplies									
Utilities	50200	\$ 11,012	\$ 12,876	\$ 13,980	\$ 15,000	\$ 18,000	\$ 20,000	\$ 5,000	33.33%
Pipeline Repairs	50240	5,369	23,021	1,169	10,000	10,000	10,000	-	0.00%
Small Tools & Equipment	50250	1,564	279	582	1,000	1,000	5,000	4,000	400.00%
Materials & Supplies	50260	79,893	90,398	88,738	112,500	115,000	157,500	45,000	40.00%
Repair Parts & Equipment Maintenance	50270	53,650	36,592	53,784	99,000	90,000	135,000	36,000	36.36%
Dues & Subscriptions	50290	-	-	105	3,000	3,000	0	(3,000)	-100.00%
Fees & Charges	50350	40,753	45,426	49,145	66,500	65,000	83,500	17,000	25.56%
Total Contracts & Professional Services		\$ 192,241	\$ 208,592	\$ 207,503	\$ 307,000	\$ 302,000	\$ 411,000	\$ 104,000	33.88%
Total Operating Expense		\$ 723,804	\$ 760,639	\$ 897,013	\$ 1,209,984	\$ 1,078,316	\$ 1,423,992	\$ 214,008	17.69%
Fixed Assets	50600	\$ 3,071	\$ 7,889	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 726,875	\$ 768,528	\$ 897,013	\$ 1,209,984	\$ 1,078,316	\$ 1,423,992	\$ 214,008	17.69%

*Compares FY 2024-25 Proposed Budget to FY 2023-24 Adopted Budget

Board Memorandum

April 25, 2024

To: Board of Directors

From: Norman Huff, General Manager

Subject: Resolution of Intention to Terminate CalPERS Contract

Objective: Adopt a Resolution of Intention to Terminate CalPERS Contract in order to request CalPERS “buyout” amount.

Action Required: Adopt Resolution 24-06 Intention to Terminate the Contract Between the Board of Administration California Public Employees' Retirement System and The Board of Directors Camrosa Water District.

Discussion: At the October 12, 2023, Board Meeting Director Brown requested a CalPERS update regarding performance, cost of buyout, and the expense of a replacement program. The Board created an Ad-hoc Committee comprised of President West and Director Foreman to work with Staff to determine if there was a retirement benefit equal to, or better than, CalPERS that would offer more choices to employees so that they can maximize their benefits based on their personal situation while providing greater fiscal stability to the District.

On March 12, 2024, a Board Benefits Ad-hoc Committee Meeting was held with Staff and members of the Employee Advisory Group. Upon Ad-hoc direction, Staff requested the “buyout” amount from CalPERS so the District could use that amount to evaluate the feasibility and potential costs to the District for an alternative plan.

On March 21, 2024, Staff received a response from CalPERS detailing the required process to receive the preliminary “buy-out” amount, which included a requirement for the Board to adopt a resolution.

At the April 11, 2024, Board Meeting, after a report by the Ad-hoc Committee, Staff was directed to draft the Resolution and place it on the next Board Meeting agenda for adoption.

Attachments:

- Resolution 24-06 Intention to Terminate the Contract Between the Board of Administration California Public Employees' Retirement System and The Board of Directors Camrosa Water District
- CalPERS letter of instruction to the District on steps to take to receive a preliminary “buy-out” amount.

Resolution No: 24-06

A Resolution of the Board of Directors
of Camrosa Water District

**Intention to Terminate the Contract Between the Board of
Administration California Public Employees' Retirement System
and the Board of Directors Camrosa Water District**

Whereas, the Board of Directors of the Camrosa Water District entered into a contract with the Board of Administration, Public Employees' Retirement System pursuant to Government Code Section 20460, effective July 1, 1967, for participation of said agency in the Retirement System; and

Whereas, Section 20570 provides that the governing body may terminate the contract between the Board of Administration of the Public Employees' Retirement System and the governing body of the contracting agency by the adoption of a resolution giving notice of intention to terminate, and, not less than 90 days and not more than 1 year later, the adoption by affirmative vote of two-thirds of the members of the governing body of a resolution terminating the contract;

Now, Therefore, Be It Resolved, that the Board of Directors of the Camrosa Water District hereby finds that it is in the best interests of the agency to terminate the contract entered into with the Board of Administration, Public Employees' Retirement System; and

Be It Further Resolved, that the governing body of the above agency does hereby give notice to the Board of Administration, Public Employees' Retirement System, pursuant to Section 20570, of the intention to terminate said contract.

Adopted, Signed, and Approved this 25th day of April 2024.

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

_____ (ATTEST)
Norman Huff, Secretary
Board of Directors
Camrosa Water District



Sandra P. Liamas
Senior Accountant
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012-9225

CalPERS ID 7880235845

March 21, 2024

Dear Sandra P. Liamas,

This is in response to your recent inquiry about termination of your agency's contract with the System.

Please review the enclosed Contract Termination Guidelines, form (CON-34), carefully. This is information about the termination process, the financial obligations of the agency and the potential impact of a contract termination on the agency employees' retirement benefits.

The enclosed Resolution of Intention is for adoption by the governing body declaring your agency's intent to terminate the contract. To initiate the termination process, return an original or certified copy to this office. The contract termination may not be effective earlier than 90 days and not more than 1 year following the adoption of the initial Resolution of Intention to terminate.

CalPERS is committed to assisting our members and employers in all matters related to their retirement within the scope of the statutory authority available to us. If you have any questions, please visit our website www.calpers.ca.gov or call our Customer Contact Center at 888 CalPERS (or 888-225-7737).

Sincerely,

A handwritten signature in black ink that reads "Roselee Camacho".

Roselee Camacho
Pension Contract Analyst
Financial Office | Pension Contracts and Prefunding Programs Division

Enclosures

**RESOLUTION OF INTENTION
TO TERMINATE THE CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF DIRECTORS
CAMROSA WATER DISTRICT**

WHEREAS, the Board of Directors of the Camrosa Water District entered into a contract with the Board of Administration, Public Employees' Retirement System pursuant to Government Code Section 20460, effective July 1, 1967, for participation of said agency in the Retirement System; and

WHEREAS, Section 20570 provides that the governing body may terminate the contract between the Board of Administration of the Public Employees' Retirement System and the governing body of the contracting agency by the adoption of a resolution giving notice of intention to terminate, and, not less than 90 days and not more than 1 year later, the adoption by affirmative vote of two-thirds of the members of the governing body of a resolution terminating the contract;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Camrosa Water District hereby finds that it is in the best interests of the agency to terminate the contract entered into with the Board of Administration, Public Employees' Retirement System; and

BE IT FURTHER RESOLVED, that the governing body of the above agency does hereby give notice to the Board of Administration, Public Employees' Retirement System, pursuant to Section 20570, of the intention to terminate said contract.

By: _____
Presiding Officer

Title

Date adopted and approved



California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

PENSION CONTRACT TERMINATION GUIDELINES—AGENCY IMPACT

California Government Code Sections 20570 through 20583 pertain to the termination of a Public Agency's contract with CalPERS. The following information is provided for careful consideration as to the potential impact on the employees and the financial obligation of the agency.

Agency Information

A contracting agency may terminate the contract with CalPERS if the contract has been in effect at least **five years**. A resolution giving notice of intention to terminate must be adopted by affirmative vote of two-thirds of the members of the governing body. The termination may be effective not less than 90 days and not more than 1 year following the adoption of the resolution of intention by adoption of a final resolution or ordinance terminating the contract. If the original contract was approved by an ordinance adopted by a majority vote of the electorate, a majority vote of the electorate is also required for termination. The contract termination mandatorily applies to all groups covered in the contract.

Upon receipt of the Resolution of Intention to terminate, the agency will be requested to review the data on active and inactive members, retirees, beneficiaries of members (name, social security number, birth date, sex, service credit, current salary) and to list any recent hires, retirements, deaths, or separations. CalPERS will perform a preliminary valuation based on all current members leaving their contributions on deposit. The final valuation will be based on data validated by the agency and performed three to six months after the effective date of the contract termination. The terminating agency is responsible for sufficient funding to continue paying the retirement and death benefits being paid. Retirees and beneficiaries receiving CalPERS benefits monthly must remain with the System. Based on the actuarial valuation, sufficient funding for future benefits payable to members or beneficiaries of members electing to have their funds remain on deposit with the System, is also the responsibility of the agency.

A comparison is made of funds needed to pay the member benefits and the agency's funds on deposit. Any excess funds as of the termination effective date are refunded to the agency. In the event of a shortage of funds, the agency is required to pay the deficit upon contract termination. Failure to fund the deficit may result in proportionately reduced benefits for all members and/or a lien being placed on the assets of the terminating agency.

If an agency is currently participating in CalPERS health benefits program, eligibility for participation under the Public Employees' Medical & Hospital Care Act terminates when an agency terminates their CalPERS contract. A contracting agency can elect to continue participation in the CalPERS health benefits program as a "special district". To be eligible for continued participation the agency must continue to meet the definition of a public agency and must file a new resolution adopted by the agency's governing body.

An agency that terminates their contract may again contract with CalPERS. The contract, however, may not be effective earlier than three years after the termination effective date.



California Public Employees' Retirement System
Financial Office | Pension Contracts and Prefunding Programs Division
P.O. Box 942703, Sacramento, CA 94229-2703
888 CalPERS (or 888 225-7377) | TTY: (877) 249-7442 | www.calpers.ca.gov

PENSION CONTRACT TERMINATION GUIDELINES—MEMBER IMPACT

Withdrawal of Contributions

Members not employed by a CalPERS employer may elect to withdraw their member contributions (including interest) or leave them on deposit with the System, regardless of the amount of service credit.

Members electing to withdraw their contributions will not be entitled to any future benefits based on their employment with the terminated agency. They may not redeposit the contributions for service credit regardless of any future employment with a CalPERS agency, unless the terminated agency again contracts with CalPERS.

Contributions on Deposit

Members who leave their funds on deposit and meet the requirements that apply to other members, may retire for service or disability. The disability must occur prior to contract termination and the application must be received by the System within four months of the contract termination effective date. The minimum service requirement does not apply.

Benefits are frozen and calculations are based on the benefit level in effect on the date of contract termination. However, the agency may enter into an agreement to ensure the final compensation used in the calculation of benefits is based on a higher payrate if the member later works for another CalPERS employer or reciprocal system.

The annual cost of living increase factor is frozen at the percentage applicable on the date of contract termination. Retirees will not be entitled to any one-time allowance increases provided by legislation affecting public agencies, or legislation allowing such increases as optional benefits for public agencies.

Credit for unused sick leave (if offered by the terminating agency) will only be used in calculating the retirement allowance if the retirement becomes effective no later than four months after the contract termination date.

The beneficiary of a member who leaves funds on deposit and dies after the contract termination effective date, and prior to retirement, will not be entitled to elect a monthly allowance, but will receive a refund of the contributions and interest on deposit.

The 1957 Survivor Benefit is not payable unless the member is employed by a CalPERS agency at the time of death.

Unless the member is employed by a CalPERS agency that provides this benefit at the time of death, the 1959 Survivor Benefit is not payable.

Board Memorandum

April 25, 2024

To: 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 \$185,000.00 for the Woodcreek Well Rehabilitation from the potable capital replacement fund; and
- 2) Authorize the General Manager to issue a change order to General Pump Company, Inc., in the amount of \$167,614.00, for a screened insert.

Discussion: In October 2023, January 2024, and March 2024, the Board approved appropriations, for a total project budget amount of \$725,000, for the Woodcreek Well Rehabilitation project and awarded contracts to Hopkins Groundwater Consulting (Hopkins) and General Pump Company (General Pump) for Phase's 1, 2, and 3, which included removing the well and preliminarily evaluate the existing condition of the well casing and screens, partial cleaning, and installation of two swage patches.

During the installation of the swage patches, further damage was revealed that confirmed that the existing carbon steel screen is in poorer condition than previously accessed. With the proposed addition of acid to remove the calcium carbonate build-up, there is a concern that the acid along with mechanical swabbing of the well screens could completely compromise the screen's integrity and render the well useless.

Staff reviewed the results with Hopkins and General Pump and evaluated several alternatives, costs, and overall risk/benefit. Based on discussions and the most current information, staff would like to proceed with the installation of a partial stainless-steel screen insert. This screened insert will allow General Pump to proceed with the well cleaning and rehabilitation to help restore production and longevity to the well.

Staff is requesting additional funding in the amount of \$185,000.00, for the cost of the stainless-steel screen insert in the amount \$167,614.00, plus an additional \$17,386.00 for out-of-scope hydrogeological design and inspection services, and 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	<u>\$30,000.00</u>
Total Phase 1	\$87,020.00

Phase 2:

Well Cleaning & Rehabilitation	\$279,566.00
New Pump, Column Piping, & Fittings	<u>\$261,785.22</u>
Total Phase 2	\$541,351.22

Phase 3:

Installation of two swage patches	<u>\$59,599.00</u>
Total Phase 3	\$59,599.00

Phase 4:

Installation of stainless-steel screened insert	<u>\$167,614.00</u>
Total Phase 4	\$167,614.00

Total Anticipated Project Cost: \$855,584.22

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

Board Memorandum

April 25, 2024

To: General Manager

From: Terry Curson, District Engineer

Subject: Heritage Park – Monitoring Well Installation

Objective: Authorize additional funding and change order for the installation of a monitoring well in Heritage Park.

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

- 1) Appropriate additional funding in the amount of \$85,000.00 from the potable capital improvement fund to the Heritage Park monitoring well; and
- 2) Authorize the General Manager to award a change order in the amount, not to exceed, \$85,000.00 to South Valley Companies (SVC), Inc., for increased depth drilling and development of a new monitoring well.

Discussion: The Board of Directors has appropriated funding in the amount of \$590,000 to establish the Heritage Park monitoring well project and awarded a contract to South Valley Companies on February 22, 2024, in the amount of \$463,026.00 for drilling and development of the Heritage Park Monitoring Well. Hopkins Groundwater Consulting based the bid schedule and preliminary design on limited known geological conditions of the surrounding areas, estimated production zones and expected formation depths. Final design cannot be completed until the pilot hole is drilled and geophysical logging results are obtained for analysis.

South Valley Companies completed the initial pilot hole and based on the geology and geophysical logs results; it was observed that the formations are approximately 60-feet thicker than what they are at the Lynnwood well. Based on this information it was determined that it would be beneficial to increase the depth of the pilot hole by an additional 240-feet. With this current information and comparison with the Lynnwood Well formation, it is inferred that this increased depth will include the lower production zone materials of the Lynnwood Well, which would be beneficial in collecting data for a future production well in the vicinity of Heritage Park. The above costs are based on the contractor's bid schedule unit prices. It is worth noting that the costs listed in the below table are only estimates, and actual costs will not be known until the deeper pilot hole is drilled and geophysical log completed. The drilling of an additional 240-foot pilot hole, remobilization, and the geophysical log has already been performed and was included as part of Change Order No. 1. Change Order No. 2 is for the remaining construction and development of the monitoring well and is only an estimate. Although the estimated amount is \$75,975, staff is requesting authorization for the General Manager to approve an amount not to exceed \$85,000 for the remaining work and will only be used if necessary.

Below is a breakdown of the unit costs and estimated total costs for the increased depth drilling work.

Item No.	Item Description	Units	Quantity	Cost/Unit	Total Cost
1	Remobilization	LS	1	\$5,000	\$5,000
2	Pilot Hole	LF	240	\$55	\$13,200
3	Reaming of Hole	LF	145	\$55	\$7,975
4	Centralizers	EA	8	200	\$1600
5	Gravel Seals	LF	240	\$50	\$5350
6	Gravel Pack	LF	135	\$50	\$6,750
7	E-Log	LS	1	\$6,000	\$6,000
8	Fluid/Cutting Removal	LF	240	\$90	\$21,600
9	Additional Casing	LF	240	\$60	\$32,700
				Estimated Total Cost	\$100,175

Previous allocated Funds	\$590,000.00
Hopkins Consulting	(\$82,810.00)
South Valley Companies Original Contract Amount	<u>(\$463,029.00}</u>
Available Funds	\$44,161.00
Change Order No. 1 (Items No's 1, 2 & 7)	(\$24,200.00)
Estimated Remaining Extra Depth Costs (CO #2)	(\$75,975.00}
Funds needed	\$56,014.00
Funds Requested	\$85,000.00

Hydrogeological support and inspection services during construction are already included for this project. Additional funding is available from the District's Potable Water Capital Improvement Fund.

Read File

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

- A. Change Order Listing
- B. Cash Balances (March 2024)
- C. Quarterly Investments (March 2024)
- D. 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	\$ 170,805.26							
	2017-30	FY18-0034-R2				MNS Engineers, Inc	7/27/2017	BD		\$ 71,988.00	\$ 69,208.00	Award and up to \$14,000 out-of-scope
							7/27/2017	GM	CO #1	\$ 7,165.00	\$ 7,165.00	Geotechnical Investigations (Included in 7/27/20 BM)
							7/27/2017	GM	CO #2	\$ 1,380.00	\$ 1,380.00	Groundwater management alternatives (Included in 7/27/20 BM)
							2/28/2019	BD	CO #3	\$ 19,795.00	\$ 19,795.00	Additional project elements, slope stabilization and surface water management
		FY20-0317-R1					5/28/2020	BD	CO #4	\$ 11,330.00	\$ 11,330.00	Services to amend and update plans and specs
		FY21-0254-R1					5/13/2021	BD	CO#5	\$ 15,355.00	\$ 15,355.00	Engineering support services during construction
											\$ 124,233.00	
		FY21-0255-R1				Oakridge Geoscience, Inc.	5/13/2021	BD			\$ 22,200.00	compaction and material testing services
		FY22-0181					10/11/2021	GM	CO#1	\$ 3,360.00	\$ 3,360.00	supplemental materials testing services
											\$ 25,560.00	
	RW21-01	FY21-0250-R3				BOSCO Constructors, Inc.	5/13/2021	BD		\$ 1,055,401.00	\$ 1,055,401.00	Construction of CWRf Effluent Storage Basin Improvements
							1/6/2022	GM	CO #1	\$ 2,746.03	\$ 2,746.03	Grinding and patching existing catch basin
							1/6/2022	GM	CO #2	\$ 7,968.23	\$ 7,968.23	Install Concrete Curb in lieu of Berm
											\$ 1,066,115.26	
900-18-02 CWRf Dewatering Press				\$ 2,158,000.00	\$ 1,969,590.17							
	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	\$ (35,362.48)							
	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- additional work
							2/23/2023	BD	CO #12	\$ 14,962.00	\$ 14,962.00	construction support services- additional work
											\$ 384,904.00	
		FY22-0010				Unified Field Services	6/24/2021	BD		\$ 2,965,198.00	\$ 2,965,198.00	PV Well construction services
							2/15/2022	GM	CO #1	\$ -	\$ -	Add 23 working days no cost
							5/31/2022	GM	CO#2	\$ 18,515.19	\$ 18,515.19	PLC cost sharing
							12/12/2022	GM	CO# 3	\$ 17,023.00	\$ 16,338.00	Custom Tee/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	\$ 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.	9/21/2023	GM			\$ 6,590.00	Landscape Architectural Services
											\$ 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							
	2020-86	FY20-0326				Provost & Pritchard	6/11/2020	BD		\$ 437,000.00	\$ 375,000.00	GAC Engineering Design
							9/4/2020	GM	CO#1	\$ 5,000.00	\$ 5,000.00	alternative design evaluation
							9/29/2020	GM	CO#2	\$ 7,000.00	\$ 7,000.00	second survey for modified footprint and land acquisition
							2/25/2021	BD	CO#3	\$ 58,200.00	\$ 58,200.00	Environmental compliance
							10/14/2021	BD	CO#4	\$ (10,200.25)	\$ (10,200.25)	Enviromental compliance credit

						10/14/2021	BD	CO#5	\$ 10,200.25	\$ 10,200.25	Phase CDFW/MMRP
						3/23/2023	GM	CO#6	\$ 3,925.00	\$ 3,925.00	Additional MMRP
										\$ 449,125.00	
	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	
Rate Study											
2023-102	FY23-0279			Black & Veatch		4/6/2023	BD			\$ 69,430.00	Comprehensive Rate Study
						2/20/2024	GM	CO #1	6,895.00	\$ 6,895.00	addtl scope of work
										\$ 76,325.00	
650-24-02 Wood Creek Well Rehabilitation 725,000.00 40,059.78											
	FY24-0154			General Pump		1/25/2024	BD			\$ 541,352.22	
						3/21/2024	BD	CO#1		\$ 59,599.00	installation of two Swage Patches
										\$ 600,951.22	
600-24-02 Water Quality Sampling Stations 40,000.00 6,800.00											
	FY24-0142			MNS Engineers, Inc.		12/14/2023	BD			\$ 30,200.00	water quality samping stations
						4/14/2024	GM	CO#1		\$ 3,000.00	Utility research and field survey
										\$ 33,200.00	
400-24-02 Network Backbone Switches 110,000.00 28,162.53											
	FY24-0189			All Connected		2/22/2024	BD			\$ 81,837.47	network backbond switches
						4/17/2024	GM	CO#1		\$ 6,431.65	addtl switches
										\$ 88,269.12	
650-24-03 MTU and Meter Replacements 1,680,000.00 81,189.60											
	FY24-0156			Badger		1/25/2024	BD			\$ 64,350.00	twist-tight cables/connectors
						4/17/2024	GM	CO#1		\$ 4,665.38	tax
										\$ 69,015.38	
Master Plan											
	FY23-150			Woodard and Curran		12/15/2022	BD			\$ 299,712.00	Near Term Water Resource Planning Analysis
						4/6/2024	GM	CO#1		\$ 23,950.00	phased implementation for the preferred water scenario
										\$ 323,662.00	
600-23-02 Heritage Park Monitoring Well 590,000.00 43,457.76											
	FY24-0195			South Valley Companies, Inc		2/22/2024	BD			\$ 463,026.00	
						4/25/2024	GM	CO# 1		\$ 24,200.00	
						4/25/2024	BD	CO#2		\$ 75,975.00	
										\$ 563,201.00	

FUNDS FY 23-24

UNRESTRICTED FUNDS	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	% Invested
Investments										
LAIF	7,279,843.43	7,279,843.43	7,279,843.43	11,745,473.64	9,670,473.64	8,845,473.64	10,895,371.44	11,395,371.44	11,395,371.44	25%
PERSHING, LLC (T- Bills, Notes)	32,744,886.00	32,744,886.00	32,975,661.00	32,972,554.70	33,598,335.58	33,598,335.58	33,598,335.58	34,195,912.97	34,258,145.83	75%
	40,024,729.43	40,024,729.43	40,255,504.43	44,718,028.34	43,268,809.22	42,443,809.22	44,493,707.02	45,591,284.41	45,653,517.27	100%
Operating Accounts										
U.S BANK DEPOSIT ACCOUNT	404,793.13	344,632.56	6,303,042.40	576,888.67	1,750,053.16	1,745,012.77	362,148.39	518,274.70	1,033,831.90	4, 5, 6
U.S BANK DISBURSEMENTS ACCOUNT	483,893.49	464,552.05	486,946.85	1,036,566.00	1,047,314.47	1,268,648.00	1,083,495.38	1,023,354.91	617,738.23	
BANK OF AMERICA-RTL ACCOUNT	591,464.88	157,578.32	433,308.31	314,623.32	261,145.43	186,690.55	397,931.20	104,010.97	83,619.50	
	1,480,151.50	966,762.93	7,223,297.56	1,928,077.99	3,058,513.06	3,200,351.32	1,843,574.97	1,645,640.58	1,735,189.63	
TOTAL	\$ 41,504,880.93	\$ 40,991,492.36	\$ 47,478,801.99	\$ 46,646,106.33	\$ 46,327,322.28	\$ 45,644,160.54	\$ 46,337,281.99	\$ 47,236,924.99	\$ 47,388,706.90	
RESTRICTED FUNDS										
PAYMENT FUND 2016	3,858.85	7,943.75	11,794.45	-	3,858.03	874,415.63	4,485.31	10,170.63	13,774.34	8,9,10
RESERVES 2016	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	879,528.69	9
WATER ACQUISITION FUND 2016	183.14	183.14	183.14	183.14	183.14	183.14	183.14	183.14	183.14	10
WASTEWATER ACQUISITION FUND 2016	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	
TOTAL	\$ 889,621.55	\$ 893,706.45	\$ 897,557.15	\$ 885,762.70	\$ 889,620.73	\$ 1,760,178.33	\$ 890,248.01	\$ 895,933.33	\$ 899,537.04	
GRAND TOTAL	\$ 42,394,502.48	\$ 41,885,198.81	\$ 48,376,359.14	\$ 47,531,869.03	\$ 47,216,943.01	\$ 47,404,338.87	\$ 47,227,530.00	\$ 48,132,858.32	\$ 48,288,243.94	

U.S. Treasury Bills & Notes

Financial Institution	Cusip Number	Settlement Date	Maturity Date	Par Value	Market Price at Purchase	Amount	Accrued Int. at Purchase	Net Amount	Yield to Maturity	Market Value Current	Accrued Int. as of March 2024
Pershing, LLC-Treasury Notes	9128284Z0	11/2/2023	8/31/2025	14,511,000.00	96.00234	13,930,900.10	69,066.78	13,999,966.88	5.07%	14,097,726.72	33,615.84
Pershing, LLC-Treasury Bills	912828JZ7	2/22/2024	2/15/2025	10,274,000.00	97.29	9,995,574.60	3,951.54	9,999,526.14	4.863%	10,000,917.08	25,402.75
Pershing, LLC-Treasury Bills	912797GX9	3/14/2024	3/15/2026	10,006,000.00	100.225	10,028,513.50	230,117.38	10,258,630.88	4.625%	9,999,796.28	20,120.76
Pershing, LLC- Cash						21.93	-	21.93		21.93	7
Total				\$ 34,791,000.00		\$ 33,955,010.13	\$ 303,135.70	\$ 34,258,145.83		\$ 34,098,462.01	79,139.35

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	5.10%	N/A	879,528.69	3,800.68

Series 2016-Water Acquisition Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	5.10%	N/A	183.14	0.93

ANTICIPATED OUTFLOWS

	DATE	FINANCE MEETING
Water Purchases March 2024	205,601.85	
Payroll PR 4-1, 4-2 & ME	450,000.00	
AP Check Run 4/1 & 4/17	1,500,000.00	
Large CIP Project Payments	-	
Bond Payments	-	
	\$ 2,155,601.85	

Tamara Sexton-Deputy General Manager/Finance

Sandra Llamas-Senior Accountant

MEETING NOTES:

- Treasury Bills in the amount of \$9,996,893.70 matured on March 14th. Interest earnings on this investment totaled \$263,106.30.
- The above T-Bills have been reinvested for an additional 2 years.
- The new treasuries market price at purchase was \$10,258,630.88, which included accrued interest in the amount of \$230,117.38.
- The difference between matured and reinvested treasuries was \$1,369.12. This amount was transferred to Camrosa's deposit account on March 18th.
- The new treasuries paid interest in the amount of \$231,388.75. This interest payment was transferred to Camrosa's deposit account on March 18th.
- The interest installment paid in February on treasury notes in the amount of \$199,526.25, was transferred to Camrosa's Deposit Account on March 1st.
- The above interest installment generated interest earnings in the amount of \$21.93, which is reflected as cash on Pershing LLC's account.
- The payment fund received interest earnings in the amount of \$40.39 in the month of March.
- The reserve fund received interest earnings in the amount of \$3,562.45 in the month of March. The full amount was transferred to the payment fund.
- The water acquisition fund received interest earnings in the amount of \$0.87 in the month of March. The full amount was transferred to the payment fund.
- LAIF's average monthly rate of return for the period was 4.232
- Treasury notes pay interest semi-annually. Accrued interest as of March 31st is \$79,139.35.

CAMROSA WATER DISTRICT
Statement of Investments
FY 23-24
For Quarter Ending: 3/31/24 (4/15/2024)

LAIF	N/A	State Treasurer	Date Of Deposit	Call Date	Beginning of Year Investment	Opening Balance	Closing Balance	Value at Maturity	
			Daily	Daily					
					7,279,843	8,945,371	\$ 11,511,508	100.00%	\$11,511,508
Total Laif					7,279,843	8,945,371	11,511,508	100.00%	11,511,508
OTHER INVESTMENT TOTALS:					-	-	-	0.00%	-
TOTAL OF ALL INVESTMENTS:					7,279,843	8,945,371	11,511,508	100.00%	

ACTIVITY FOR THE QUARTER:
LAIF
Transfers of fund to General Operations.
Transfer from Cash Receipts to LAIF 2,450,000
Quarterly Interest as of 3/31/2024 for Qtr ending 04/15/2024 116,137

LAIF Performance Report		PMIA Average Monthly	
Apportionment Rate	4.30%	Effective Yield	
Earnings Ratio	0.00011755619077389	Jan. 2024	4.012
Daily	4.22%	Feb. 2024	4.122
Quarter to Date	4.12%	March 2024	4.232

TREASURY BILL RATES (3/31/2024)											
1 Mo	3 Mo	6 Mo	1 Yr	2 Yr	3 Yr	5 Yr	7 Yr	10 Yr	20 Yr	30 Yr	
5.49	5.46	5.38	5.03	4.59	4.4	4.21	4.2	4.2	4.45	4.34	

U.S. TREASURY BILLS

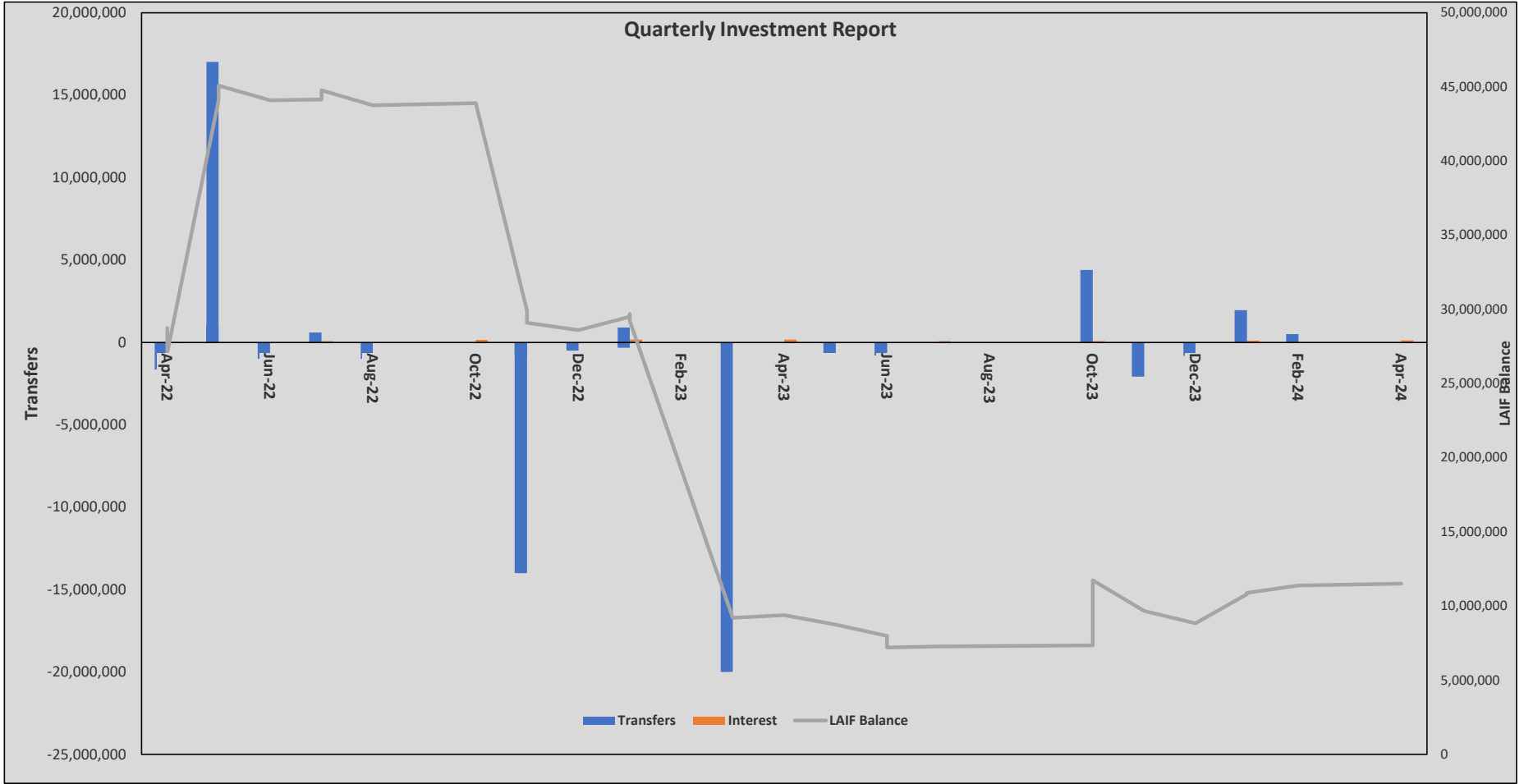
TYPE OF INVESTMENT	INSTITUION	SETTLEMENT DATE	DATE OF MATURITY	PAR VALUE	MARKET PRICE AT PURCHASE	ACCRUED INT. AT PURCHASE	MARKET VALUE CURRENT	YIELD
Treasury Bills	Pershing, LLC	11/2/2023	8/31/2025	\$ 14,511,000	\$ 13,930,900	\$ 69,067	\$ 13,999,967	5.070%
Treasury Bills	Pershing, LLC	2/22/2024	2/15/2025	\$ 10,274,000	\$ 9,995,575	\$ 3,952	\$ 9,999,526	4.863%
Treasury Bills	Pershing, LLC	3/14/2024	3/15/2026	\$ 10,006,000	\$ 10,028,514	\$ 230,117	\$ 10,258,631	4.625%
				\$ 34,791,000	\$ 33,954,989	\$ 303,136	\$ 34,258,124	\$ 34,098,440

BOND RESERVES

TYPE OF INVESTMENT	INSTITUION	DATE OF DEPOSIT	DATE OF MATURITY	PRINCIPAL INVESTMENT	ACCRUED INCOME	YIELD
W & WW Rev Bonds Series 2016	BLACKROCK	10/19/2016	N/A	\$ 879,529	\$ 3,800.68	5.10%
				\$ 879,529	\$ 3,800.68	

BOND ACQUISITION FUNDS

TYPE OF INVESTMENT	INSTITUTION	DATE OF DEPOSIT	DATE OF MATURITY	PRINCIPAL INVESTMENT	ACCRUED INCOME	YIELD
W&WW Rev Bonds Series 2016	BLOCKROCK	10/19/2016	N/A	\$ 183	\$ 0.93	5.10%
				\$ 183	\$ 0.93	



2024 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
														31						

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29	
														30						

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				24	25	26	27	28	29	31	29	30					

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

2024 Holidays
January 1 st & 2 nd - New Year's Holiday (Observed)
February 19 th - President's Day
May 27 th - Memorial Day
July 4 th - Independence Day
September 2 nd - Labor Day
November 11 th - Veteran's Day
November 28 th & 29 th - Thanksgiving
December 24 th & 25 th - Christmas
December 31 st - New Year's Eve

2024 Conferences
CASA Winter Conf. (Palm Springs) Jan. 24 th - 26 th
ACWA Spring Conf. (Sacramento) May 7 th - 9 th
CASA 69 th Annual Conf. (Monterey) July 31 st - Aug. 2 nd
ACWA Fall Conf. (Palm Desert) Dec 3 rd - 5 th

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 18 th - Annual Symposium
August - DARK (No Meetings or Events)
September 19 th - Reagan Library Reception
December 12 th - Holiday Mixer

2024 VCSA Meetings
February 6 th - Annual Dinner
April 2 nd
June 4 th
August 6 th
October 1 st
December 3 rd

Camrosa Water District
 7385 Santa Rosa Road
 Camarillo, CA 93012

Note: Camrosa Board Meetings are highlighted in **RED**. Board Meetings are held on the **2nd & 4th Thursday** of each month at 5pm unless indicated.

Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM