

Board Agenda

Regular Meeting

Thursday, June 6, 2024

Camrosa Board Room

7385 Santa Rosa Rd. • Camarillo, CA 93012

5:00 P.M.

Call to Order

NOTE: As authorized by California Government Code section 54953(b), a member of the Board of Directors will be participating in this meeting via Zoom video conferencing. The following video conference location is accessible to the public:

• 5090 Donovan St. • Franklin, TN 37064

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 May 23, 2024
2. **Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$623,906.56.

Primary Agenda

3. ****Public Hearing to Consider Changes to Water and Wastewater Rates**

Objective: Conduct a Public Hearing and consider adoption of proposed rates.

Action Required:

- 1) Convene a public hearing for the purpose of accepting public testimony regarding the adoption of proposed changes to existing rates; and
- 2) Close the public hearing to discuss testimony taken.

4. ****Schedule of Rates**

Objective Adopt the proposed Schedule of Rates.

Action Required: Adopt Ordinance No. 42-24 of the Board adopting a "Schedule of Rates for Water and Wastewater Services."

5. ****Ordinance 43, Miscellaneous Fees and Charges**

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

Action Required:

- 1) Open a public hearing to receive comment on the attached draft Ordinance 43-24;
- 2) Receive any public comments;
- 3) Close the public hearing; and
- 4) Adopt Ordinance 43-24.

6. ****Ordinance 40, Rules and Regulations Governing the Provisions of Water and Wastewater Service**

Objective: Adopt Ordinance 40-24, Rules and Regulations Governing the Provision of Water and Wastewater Service.

Action Required:

- 1) Open a public hearing to receive comment on the attached draft Ordinance 40-24;
- 2) Receive any public comments;
- 3) Close the public hearing; and
- 4) Adopt Ordinance 40-24.

7. ****Draft Fiscal Year 2024-25 District Operating Budget**

Objective: Receive a briefing and a copy of the proposed Draft Fiscal Year (FY) 2024-25 Operating Budget.

Action Required: No action necessary; for information only.

8. ****Consolidation of the District's General Election**

Objective: Consolidate the District's General Election with elections of other agencies in the same territory and set parameters regarding length and liability for costs of candidate statements.

Action Required: Adopt a resolution Requesting Consolidation of the General District Election, Scheduled for November 5, 2024, with Other Elections Called to be Held on the Same Day and in the Same Territory.

9. **Pleasant Valley County Water District CWRP Recycled Water Agreement

Objective: Renew the *Agreement Between Camrosa Water District and Pleasant Valley County Water District Recycled Water Regarding Use of Camrosa's Recycled Water Supply* expiring May 23, 2024.

Action Required: Authorize the General Manager to enter into an agreement with Pleasant Valley County Water District (PVCWD) extending the term to June 6, 2025, and adding one-year automatic renewal terms and 60-day termination clauses for delivery of Camrosa Water Reclamation Facility (CWRP) recycled water that would otherwise be discharged into the creek and/or the Salinity Management Pipeline (SMP).

10. **Pleasant Valley County Water District CamSan Recycled Water Agreement

Objective: Enter into an *Amendment to the Agreement for Recycled Water Service* with Pleasant Valley County Water District (PVCWD).

Action Required: Approve and authorize the General Manager to enter into the *Amendment to the Agreement for Recycled Water Service*.

Closed Sessions: The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Codes. Any of the items that involve litigation or personnel matters may require discussion in closed session on the recommendation of the Board's Legal Counsel.

CLOSED SESSION: The Board may enter closed sessions to confidentially discuss personnel matters as authorized by Government code 54956.9(d).

11. Closed Session – Legal Matters

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

Action Required: No action necessary; for information only.

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 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.

June 6, 2024

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Thursday, May 23, 2024

Camrosa Board Room

5:00 P.M.

Call to Order The meeting was convened at 5:03 P.M.

Present: Eugene F. West, President
Andrew F. Nelson, Vice-President (via teleconference)
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
Art Aseo, Engineering & Capital Projects Manager
Kevin Wahl, Superintendent of Operations
Terry Curson, District Engineer
Seth Shapiro, Legal Counsel

Guest: Jim Murchie, Leisure Village

Public Comments

None

Consent Agenda

1. Approve Minutes of the Special Meeting of May 13, 2024

The Board approved the Minutes of the Special Meeting of May 13, 2024.

Motion: Hoag **Second:** Foreman

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

2. Approve Vendor Payments

A summary of accounts payable in the amount of \$1,065,090.71 was provided for Board information and approval. The Board approved the payments to vendors as presented by staff in the amount of \$1,065,090.71.

Motion: Hoag **Second:** Foreman

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

Primary Agenda

3. Resolution of Intention to Terminate CalPERS Contract

The Board adopted Resolution 24-10 Intention to Terminate the Contract Between the Board of Administration California Public Employees' Retirement System and The Board of Directors Camrosa Water District.

Motion: Foreman **Second:** Hoag

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

4. Certificate of Achievement for Excellence in Financial Reporting

The Board received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for the District's Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended June 30, 2023.

No action necessary; for information only.

5. Establish Appropriation Limit for Fiscal Year 2024-25

The Board adopted a Resolution Establishing the Annual Appropriation Limit for Fiscal Year 2024-25.

Motion: Hoag **Second:** Foreman

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

6. Fiscal Year 2024-25 Draft Budget - Update

The Board received a briefing from staff on updates to the draft Fiscal Year (FY) 2024-25 Operating Budget.

No action necessary; for information only.

7. Pleasant Valley Well No. 2, Specification No. PW 20-01

The Board of Directors took the following actions:

- 1) Appropriated additional funding in the amount of \$85,580.00 for the Pleasant Valley Well No. 2 from Potable Water Mitigation Fees; and
- 2) Authorized the General Manager to issue a change order to United Field Services (UFS) in the amount of \$30,580.00.

Motion: Nelson **Second:** Hoag

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

8. Certificate of Acceptance of Deed – Shea Homes (The Grove), Tract 5976

The Board authorized the General Manager to sign and accept the "Certificate of Acceptance of Deed" for a non-exclusive easement for access to the District's Data Collection Unit (DCU) Antenna site as shown on the legal description and exhibits.

Motion: Hoag **Second:** Foreman

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

9. Updates to the District's Salary and Classification Schedule for Employees

The Board tabled this item and formed an ad hoc committee including Directors Nelson and Foremen to review this item and bring back recommendations to the Board.

Motion: Brown **Second:** Hoag

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

Comments by General Manager

- Reported the Legal RFP is due 5/24/24, followed by application reviews and interview.
- Reported the Water Supply draft report was sent to the ad hoc committee and the storage technical memo is due next week.
- Provided an update on PV and CamSan and will bring proposed PV amended agreement back to the Board.
- Provided an update on the SWRCB's requirements regarding lead service lines inventory and sampling.
- Reported receiving 3 Prop 218 protest letters.

Comments by Directors

- Director Hoag raised concerns about AB 3073 regarding testing for fentanyl and other illicit substances in wastewater.

Adjournment

There being no further business, the meeting was adjourned at 6:09 P.M.

Norman Huff, Secretary
Board of Directors
Camrosa Water District

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

(ATTEST)

Board Memorandum

June 6, 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 \$623,906.56.

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

Payroll PR 5-2, 2024	\$ 54,461.85
Accounts Payable 05/16/2024-05/29/2024	\$ <u>569,444.71</u>
Total Disbursements	\$ <u>623,906.56</u>

DISBURSEMENT APPROVAL

BOARD MEMBER DATE

BOARD MEMBER DATE

BOARD MEMBER DATE

Norman Huff, Interim General Manager

Camrosa Water District

Accounts Payable Period:

05/16/2024-05/29/2024

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	293,868.32
20053	Current LTD Bond 2016	
21800	Unclaimed Monies	
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23001	Refunds Payable	7,604.87
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	
50020	Pumping Power	
50100	Federal Tax 941 1 st QTR	
50012	CamSan Reclaimed Water	
50135	PERS Retirement	
50200	Utilities	
50210	Communications	3,381.13
50220	Outside Contracts	125,702.96
50230	Professional Services	
50240	Pipeline Repairs	12,755.06
50250	Small Tool & Equipment	
50260	Materials & Supplies	49,767.75
50270	Repair Parts & Equip Maint	30,137.99
50280	Legal Services	29,837.30
50290	Dues & Subscriptions	5,021.00
50300	Conference & Travel	
50310	Safety & Training	
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	7,903.86
50360	Insurance Expense	3,464.47
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		\$569,444.71

Camrosa Water District, CA

Expense Approval Report

By Vendor Name

Payable Dates 5/16/2024 - 5/29/2024 Post Dates 5/16/2024 - 5/29/2024

Payment Num	Post Date	Vendor Name	Payable Number	Description (Item)	Account Name	Purchase Order	Amount
129	05/21/2024	INTERA INCORPORATED	04-24-46	PO FY23-0322 was inadvertently closed for Track #2.	Prof services	FY24-0223	7430

TOTAL VENDOR PAYMENTS-GSA

\$ 7,430.00

Vendor: *CAM* - DEPOSIT ONLY-CAMROSA WTR

3441	05/23/2024	DEPOSIT ONLY-CAMROSA WTR	5-23-24-AP	Transfer to Disbursements Account	Transfer to disbursements-holdir		502,000.00
3442	05/23/2024	DEPOSIT ONLY-CAMROSA WTR	5-23-24-PR	Transfer to Disbursements Account	Transfer to disbursements-holdir		205,000.00
Vendor *CAM* - DEPOSIT ONLY-CAMROSA WTR Total:							707,000.00
60803	05/28/2024	AIRGAS USA, LLC.	9150181752	CO2 for Conejo GAC	Materials & supplies		4,443.62

Vendor: ALL11 - ALL PEST AND REPAIR, INC.

60804	05/29/2024	ALL PEST AND REPAIR, INC.	0027657	Pest Control-VTA1-1900	Outsd contracts		700.00
60804	05/29/2024	ALL PEST AND REPAIR, INC.	0027684	Pest Control-VTA1-7385	Outsd contracts		550.00
Vendor ALL11 - ALL PEST AND REPAIR, INC. Total:							1,250.00

60805	05/29/2024	BADGER METER INC	1660414	MTU Project Meter Order Badger	Construction in progress	FY24-0158	82,938.57
60806	05/28/2024	BASELINE ENTERPRISES	21639	Fuel Tank Inspection-May 2024	Outsd contracts		981.75
60807	05/21/2024	BSK ASSOCIATES	AH11941	GAC Plant PFAS Monitoring	Outsd contracts		2,210.00
60808	05/29/2024	CALIFORNIA MUNICIPAL UTILITIES ASSOCIATION	25-0136	CMU Memberships Dues	Dues & subscrip		4,826.00

Vendor: CAN03 - Cannon Corporation

60809	05/28/2024	Cannon Corporation	88390	Repair Sewer Collection Hotspots - Engineering	Construction in progress	FY24-0180	1,301.50
60809	05/21/2024	Cannon Corporation	88400	Contract Inspection Services	Outsd contracts	FY24-0110	290.00
60809	05/21/2024	Cannon Corporation	88401	Contract Inspection Services	Outsd contracts	FY24-0110	435.00
60809	05/21/2024	Cannon Corporation	88402	Contract Inspection Services	Outsd contracts	FY24-0110	753.75
Vendor CAN03 - Cannon Corporation Total:							2,780.25
60810	05/21/2024	COLANTUONO, HIGHSMITH & WHATLEY, PC	60242	Prop 218 Legal Services	Legal services		405.00

60811	05/29/2024	DIENER'S ELECTRIC, INC	35904	MSA Confined Gas Monitor Sensor Installation	Construction in progress	FY24-0269	1,023.97
60812	05/29/2024	Dig-Smart, LLC	1578	Digsmart support renewal	Outsd contracts	FY24-0270	5,000.00
60813	05/28/2024	DORIS A ST GERMAIN	00000847	Deposit Refund Act 847 - 1176 Pautia St	Refunds payable		46.60
60814	05/28/2024	E.J. HARRISON & SONS INC	1224	Trash Removal-CWRF	Outsd contracts		552.94
1395	05/21/2024	ENTERPRISE FLEET SERV INC	1238529-050324	Vehicle Lease Charges-May 2024	Outsd contracts		9,738.93

Vendor: FAM01 - FAMCON PIPE & SUPPLY, INC

60815	05/28/2024	FAMCON PIPE & SUPPLY, INC	S100127259-002	Materials & Supplies - Companion Flange	Materials & supplies		439.73
60815	05/29/2024	FAMCON PIPE & SUPPLY, INC	S100127620-001	Pipe fittings	Materials & supplies	FY24-0263	1,223.99
60815	05/28/2024	FAMCON PIPE & SUPPLY, INC	S100127773-001	Parts for Meter Downsizing	Repair parts & equipment		617.38
60815	05/29/2024	FAMCON PIPE & SUPPLY, INC	S100128331-001	Meter Repair Supplies	Repair parts & equipment	FY24-0264	1,687.53
Vendor FAM01 - FAMCON PIPE & SUPPLY, INC Total:							3,968.63

60802	05/22/2024	FOX CANYON GROUNDWATER MANAGEMENT AGENCY	fox01	FCGMA Extraxtion Fees-10/1/23 th 3/31/24	Fees & charges		7,873.86
60816	05/29/2024	Frontier Communications	May 2024	VOIP - Land Lines	Communications		14.21

Vendor: FRU01 - FRUIT GROWERS LAB. INC.

60817	05/21/2024	FRUIT GROWERS LAB. INC.	406504A	Outside Lab Work for RMWTP	Outside Contracts	41.00
60817	05/21/2024	FRUIT GROWERS LAB. INC.	406552A	Outside Lab Work for the Conejo Creek GAC Plant	Outsd contracts	39.00
60817	05/21/2024	FRUIT GROWERS LAB. INC.	406757A	Outside Lab Work for CWRP	Outsd contracts	314.00
60817	05/21/2024	FRUIT GROWERS LAB. INC.	407012A	Outside Lab Work	Outsd contracts	265.00

Vendor FRU01 - FRUIT GROWERS LAB. INC. Total: **659.00**

60818	05/23/2024	GENERAL PUMP COMPANY, INC	31284	Woodcreek Well Rehabilitation	Construction in progress	FY24-0154	82,705.00
60819	05/28/2024	GYO S PAENG	00004140-2	Deposit Refund Act 4140 - 5282 Meadowridge Ct	Refunds payable		77.66
60820	05/29/2024	HACH COMPANY	14047867	Repair Parts & Equipment- CL17sc Pumps	Repair parts & equipment		626.34

Vendor: SMA05 - HADRONEX INC.

60821	05/28/2024	HADRONEX INC.	31816	SmartCover Service	Outsd contracts	FY24-0253	2,973.30
60821	05/28/2024	HADRONEX INC.	31845	Smart Cover Repairs	Outsd contracts		224.00
60821	05/28/2024	HADRONEX INC.	31847	Smart Cover Repairs	Outsd contracts		224.00

Vendor SMA05 - HADRONEX INC. Total: **3,421.30**

Vendor: IDE01 - IDEXX LABORATORIES, INC

60822	05/21/2024	IDEXX LABORATORIES, INC	3152275240	Bactereological Analysis-Method SM9223B Coilert	Materials & supplies		2,463.52
60822	05/29/2024	IDEXX LABORATORIES, INC	3152738674	Soles Source Vendor for Methos SM92238	Materials & supplies		767.32

Vendor IDE01 - IDEXX LABORATORIES, INC Total: **3,230.84**

60823	05/29/2024	INFOSEND, INC.	262622	Statements for May2024 & Virtual Hall Mtg Inserts	Outsd contracts		5,781.69
60824	05/28/2024	INTERNATIONAL WATER SCREENS	Z1640-2	Diversion Screens Repair	Construction in progress	FY24-0087	70,416.27
60800	05/16/2024	JULIANA MINSKY	00006846	Overpayment Refund-Act 6846 - 5317 Villa Mallorca	Refunds payable		7,236.51

Vendor: LIN01 - LINDE GAS & EQUIPMENT INC

60825	05/28/2024	LINDE GAS & EQUIPMENT INC	42895006	Material & Supplies - Oxy Acetylene Gas	Materials & supplies		284.43
60825	05/28/2024	LINDE GAS & EQUIPMENT INC	42999595	Material & Supplies - Acetylene Gas Cylinders	Materials & supplies		90.25

Vendor LIN01 - LINDE GAS & EQUIPMENT INC Total: **374.68**

60826	05/29/2024	LOWTHORP RICHARDS, LLP	119594	Legal Services	Legal services		1,974.00
60827	05/28/2024	LUCY DEUKMEJIAN	00003723-4	Deposit Refund Act 3723 - 1271 Calle Bonita	Refunds payable		105.24
60801	05/16/2024	MAACO COLLISION REPAIR & AUTO PAINTING	ad2b3046	Paint Jof for Vandalized Vehicle (DA)	Insurance		3,464.47
60828	05/28/2024	MICHAEL KIRBY	00001812	Deposit Refund Act 1812 - 443 Mariposa Dr	Refunds payable		138.86

Vendor: MNS01 - MNS ENGINEERS, INC.

60829	05/28/2024	MNS ENGINEERS, INC.	86283	Solids Dewatering Press	Construction in progress	FY24-0126	3,810.00
60829	05/28/2024	MNS ENGINEERS, INC.	86284	Water Quality Sampling Stations	Construction in progress	FY24-0142	3,770.00

Vendor MNS01 - MNS ENGINEERS, INC. Total: **7,580.00**

60830	05/29/2024	PAPE MATERIAL HANDLING, INC	8M - 344292S	Hyster H50XT Forklift	Construction in progress	FY24-0241	42,765.51
60831	05/29/2024	PSI Water Technologies	INV0007663	Repair parts for Penny Well CL2 Generator	Repair parts & equipment	FY24-0151	654.89

Vendor: PUR01 - PURETEC INDUSTRIAL WATER

60832	05/28/2024	PURETEC INDUSTRIAL WATER	2175431	Materials & Supplies -Chemicals RMWTP	Materials & Supplies-RMWTP		17,969.67
60832	05/29/2024	PURETEC INDUSTRIAL WATER	2176674	RMWTP Chemicals	Materials & Supplies-RMWTP		18,110.55

Vendor PUR01 - PURETEC INDUSTRIAL WATER Total: **36,080.22**

60833	05/29/2024	QUALITY AG, INC	120660	Pond Brush Clearing	Outsd contracts	FY24-0268	8,765.00
60834	05/29/2024	QUINN COMPANY	WON10022478	Generator Maintenance 26 Red	Repair parts & equipment	FY24-0164	2,719.83
60835	05/29/2024	RAIDER PAINTING COMPANY	24-1198	Pond Surge Tank Painting	Outsd contracts	FY24-0255	9,750.00
60836	05/28/2024	ROYAL INDUSTRIAL SOLUTIONS	9009-1039378	Repair Parts VFD Ponds	Repair parts & equipment	FY24-0070	23,832.02
60837	05/23/2024	RT LAWRENCE CORPORATION	48951	Monthly Processing of Payments for April 2024	Outsd contracts		675.75

60838	05/29/2024	SAM HILL & SONS, INC.	4853	Leak Repair - 573 Hillcrest Dr.	Pipeline repairs	FY24-0265	12,755.06
Vendor: SCF01 - SC Fuels							
60839	05/28/2024	SC Fuels	2641561IN	Material & Supplies - FUEL	Materials & supplies		1,553.75
60839	05/28/2024	SC Fuels	2645358IN	Material & Supplies - FUEL	Materials & supplies		1,811.11
Vendor SCF01 - SC Fuels Total:							3,364.86
Vendor: STA05 - STATE WATER RESOURCES CONTROL BOARD							
60840	05/29/2024	STATE WATER RESOURCES CONTROL BOARD	T4 Renewal-JoshSmi	Re-Certification T4 - Josh Smith	Dues & subscrip		105.00
60841	05/28/2024	STATE WATER RESOURCES CONTROL BOARD	D3 Cert-KyleH	Kyle Henschel D3 Certification Fee	Dues & subscrip		90.00
Vendor STA05 - STATE WATER RESOURCES CONTROL BOARD Total:							195.00
Vendor: T&T01 - T&T TRUCK & CRANE SERVICE							
60842	05/29/2024	T&T TRUCK & CRANE SERVICE	0167650IN	Crane for Diversion Traveling Screens	Construction in progress	FY24-0267	1,140.00
60842	05/29/2024	T&T TRUCK & CRANE SERVICE	0167810IN	Crane for Diversion Traveling Screens	Construction in progress	FY24-0267	1,120.00
60842	05/29/2024	T&T TRUCK & CRANE SERVICE	0167840IN	Diversion Screen-Sand Removal Crane	Construction in progress		760.00
60842	05/29/2024	T&T TRUCK & CRANE SERVICE	0167841IN	Crane for Diversion Traveling Screens	Construction in progress	FY24-0267	2,117.50
Vendor T&T01 - T&T TRUCK & CRANE SERVICE Total:							5,137.50
60843	05/29/2024	TYLER TECHNOLOGIES, INC.	025-467224	Maintenance Support (fy2024-25)	Outsd contracts		28,091.70
Vendor: UNIO8 - UNIFIRST CORPORATION							
60844	05/29/2024	UNIFIRST CORPORATION	2210100225	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts		87.46
60844	05/29/2024	UNIFIRST CORPORATION	2210100226	Uniform Cleaning Service	Outsd contracts		148.27
60844	05/29/2024	UNIFIRST CORPORATION	2210101905	Office Cleaning Supplies - Towel-Mat Service	Outsd contracts		87.46
60844	05/29/2024	UNIFIRST CORPORATION	2210101907	Uniform Cleaning Service	Outsd contracts		148.27
Vendor UNIO8 - UNIFIRST CORPORATION Total:							471.46
60846	05/21/2024	USA BLUE BOOK	INV000367075	Materials & Supplies	Materials & supplies		370.12
60847	05/29/2024	VENTURA COUNTY AIR POLLUTION CONTROL DISTRICT	1049732-2	Generator Permit-CWRF	Fees & charges		30.00
60848	05/29/2024	VENTURA REGIONAL SANITATION DISTRICT, INC	43024	VRSD Sewer Cleaning	Outsd contracts	FY24-0009	46,874.69
60849	05/29/2024	VERIZON WIRELESS	9964792674	Cell Phones	Communications		3,366.92
60850	05/28/2024	W W GRAINGER, INC.	9119618271	Material & Supplies - Electrical Supplies SLRR	Materials & supplies		239.69
60851	05/29/2024	WHITE BRENNER LLP	50107	OPV GMA Legal Services	Legal services		27,458.30
TOTAL VENDOR PAYMENTS-CAMROSA							\$ 569,444.71
DFT0005288	05/16/2024	CAL PERS 457 PLAN	INV0014751	Deferred Compensation	Deferred comp - ee paid		3,833.15
DFT0005284	05/16/2024	COLONIAL SUPPLEMENTAL INS	INV0014747	Colonial Benefits	Colonial benefits		231.80
Vendor: EDD01 - EMPLOYMENT DEVELOP. DEPT.							
DFT0005283	05/16/2024	EMPLOYMENT DEVELOP. DEPT.	INV0014745	Payroll-SIT	P/R-sit		47.02
DFT0005307	05/16/2024	EMPLOYMENT DEVELOP. DEPT.	INV0014779	Payroll-SIT	P/R-sit		5,413.66
Vendor EDD01 - EMPLOYMENT DEVELOP. DEPT. Total:							5,460.68
DFT0005290	05/16/2024	Empower Annuity Ins Co of America	INV0014753	Deferred Comp 457	Deferred comp - ee paid		150.00
Vendor: HEA02 - HealthEquity							
DFT0005294	05/16/2024	HealthEquity	INV0014759	HSA-Employee Contribution	HSA Contributions Payable		148.08
DFT0005295	05/16/2024	HealthEquity	INV0014760	HSA Contributions	HSA Contributions Payable		50.00
Vendor HEA02 - HealthEquity Total:							198.08
1389	05/16/2024	LINCOLN FINANCIAL GROUP	INV0014754	Deferred Compensation	Deferred comp - ee paid		2,849.07
1388	05/16/2024	LINCOLN FINANCIAL GROUP	INV0014773	Profit Share Contribution	Profit share contributions		3,019.74
DFT0005292	05/16/2024	PUBLIC EMPLOYEES	INV0014757	PERS-Classic Employee Portion	P/R-state ret.		20,953.89

DFT0005296	05/16/2024	SYMETRA LIFE INS CO.	INV0014761	Life Insurance	Life ins.	305.50
Vendor: UNI10 - UNITED STATES TREASURY						
DFT0005280	05/16/2024	UNITED STATES TREASURY	INV0014742	FIT	P/R-fit	13,143.24
DFT0005281	05/16/2024	UNITED STATES TREASURY	INV0014743	Payroll-Social Security Tax	P/R - ee social security	628.30
DFT0005282	05/16/2024	UNITED STATES TREASURY	INV0014744	Payroll- Medicare Tax	P/R - ee medicare	3,668.40
Vendor UNI10 - UNITED STATES TREASURY Total:						17,439.94
60744	05/16/2024	UNITED WAY OF VENTURA CO.	INV0014746	Charity-United Way	P/R-charity	20.00
TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA						\$ 54,461.85

Board Memorandum

June 6, 2024

To: General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: Public Hearing to Consider Changes to Water and Wastewater Rates

Objective: Conduct a Public Hearing and consider adoption of proposed rates.

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

- 1) Convene a public hearing for the purpose of accepting public testimony regarding the adoption of proposed changes to existing rates; and
- 2) Close the public hearing to discuss testimony taken.

Discussion: It is important that the District have adequate rates to ensure sufficient revenue to recover operating costs, maintain reserves, and fund necessary capital improvement projects. The Comprehensive Rate Study was accepted at the April 11, 2024 Board meeting. It was recommended to set a public hearing date of June 6, 2024, to formally consider adopting the proposed rate changes. No changes have been made to the proposed rates since they were presented to the Board on April 11, 2024.

A Notice of Public Hearing was mailed to customers on April 19, 2024, advising them of the proposed rate increases, providing the basis for those increases, and advising District customers of their right to submit written protests to the proposed rate adjustments. In addition, the notice was posted at District headquarters, website, the Camarillo Library and advertised in the local newspaper on May 6th, and May 13th, 2024. The deadline to receive protests is June 6, 2024, by the end of the public hearing.

The District hosted two community forum meetings on March 18th and May 21st to present the five-year rates and answer customer questions.

NOTICE OF PROPOSED

Water & Wastewater Rate Change

In compliance with Proposition 218, the Camrosa Water District (the "District") is notifying all customers that a public hearing will be conducted on **June 6, 2024 at 5:00 pm** at the District's headquarters, located at 7385 Santa Rosa Road in Camarillo. We welcome members of the public to attend the public hearing about the proposed rate adjustments.

The proposed schedule of rates for water and wastewater service is enclosed within this notice. You will find more information, including the Comprehensive Rate Study on the District's website, www.camrosa.com or by calling the District Office at (805) 388-0226.

+\$2.57 WATER RATE INCREASE

The last water rate adjustment was on July 1, 2023. With the proposed rates, the typical residential customer with a standard residential lot using 12 units of water will see a water bill increase of about **\$2.57 per month for the first year's rate adjustment effective July 2024**. To meet water demands, the District uses a mix of local water sources and imported water from Metropolitan Water District of Southern California ("MWD") and Calleguas Municipal Water District ("CMWD"). The cost of this imported water is the District's greatest single expense. Both MWD and CMWD anticipate future water rate increases of approximately 6.5% per year (not including fixed charges). The District's proposed schedule of future rates includes these projected imported water rate increases, capital improvements to reduce the District's dependence on imported water, capital costs to replace aging infrastructure, operation and maintenance expenses, inflation, and appropriate reserves for the potable and non-potable programs based on the cost of service to each distinct enterprise.

Pass-Through Adjustment

Camrosa has used the best information currently available to calculate proposed increases in the cost of imported water purchases from CMWD and MWD. Camrosa has no control over the amounts set by CMWD and MWD, and must pass those costs through to Camrosa's customers. Government Code 53756 provides for subsequent pass-through adjustments based upon increases in the wholesale charges for water from another public agency for a five-year authorization period. Should CMWD or MWD adopt an additional increase in its charges, Camrosa may recalculate its rates to include the pass-through amount. If this occurs, the rate adjustment will not require a public hearing or any additional action by the Camrosa Board of Directors. At least 30 days before the effective date, Camrosa will provide its customers with the expected rate adjustment.



Camrosa Water District

7385 Santa Rosa Rd. Camarillo, CA 93012

(805) 388-0226

Reason for Rate Adjustments

In an ongoing effort to ensure that the District can meet the needs of the people it serves, the District undertook a Comprehensive Rate Study (the "Study") to evaluate the existing water and wastewater rates. The broad objective of the Study was to determine the best way to adequately fund the water and wastewater utility operations and capital projects while keeping rates as affordable as possible. In keeping with Proposition 218, the proposed rates are necessary to ensure we fully recover our costs to provide water and wastewater services, while maintaining service reliability, the infrastructure to provide services, and fiscal stability.

When compared with other agencies providing similar services in Ventura County, Camrosa's rates are consistently among the lowest.

+\$5.72 WASTEWATER RATE INCREASE

The wastewater rate was last adjusted on July 1, 2023, and is currently \$43.05 per month. The proposed rate adjustment would bring the rate to \$48.77 per month, an increase of **\$5.72 per month for the first year's rate adjustment effective July 2024**. The cost of wastewater service continues to be driven by increasingly stringent standards for protecting the environment, capital costs to replace aging infrastructure and equipment, operation and maintenance expenses, inflation, and setting aside appropriate reserves.

As a District customer, you may submit a written protest to:

Camrosa Water District – Attention: Rate Hearing
7385 Santa Rosa Road, Camarillo, CA 93012

All protests must be received by the end of the public hearing on June 6, 2024, and must include your name, address at which you receive service, a statement of protest, and your original signature. The Board will accept and consider all written protests and oral comments to the proposed rates. Only one protest may be registered per property. Although there will be an opportunity to speak, verbal comments alone do not qualify as formal protests. If written protests against the proposed rates are not presented by a majority of District's customers, the Board will be authorized to adopt the rate changes, which will become effective July 2024.

Under California Government Code 53759, there is a 120-day statute of limitations for challenging any new, increased, or extended fee or charge. This statute of limitations applies to the water and wastewater service rates and charges proposed in this notice.

PROPOSED RATE ADJUSTMENT

Meter Service Charge

Potable Water (Proposed)

Description	Existing Rate (\$/Month)	July 2024 (\$/Month)	July 2025 (\$/Month)	July 2026 (\$/Month)	July 2027 (\$/Month)	July 2028 (\$/Month)
Master Metered	\$6.57	\$6.90	\$7.92	\$8.47	\$9.24	\$10.29
3/4"	\$14.08	\$14.85	\$17.08	\$19.19	\$21.92	\$24.94
1"	\$24.06	\$26.61	\$30.64	\$35.06	\$40.69	\$46.63
1.5"	\$48.96	\$55.97	\$64.48	\$74.66	\$87.54	\$100.76
2"	\$78.99	\$91.37	\$105.29	\$122.40	\$144.02	\$166.03
3"	\$174.10	\$203.50	\$234.54	\$273.64	\$322.95	\$372.77
4"	\$298.98	\$350.72	\$404.23	\$472.19	\$557.86	\$644.20
6"	\$449.02	\$527.61	\$608.13	\$710.76	\$840.12	\$970.34
8"	\$748.93	\$881.19	\$1,015.68	\$1,187.62	\$1,404.30	\$1,622.23

Fire Service (Proposed)

Description	Existing Rate (\$/Month)	July 2024 (\$/Month)	July 2025 (\$/Month)	July 2026 (\$/Month)	July 2027 (\$/Month)	July 2028 (\$/Month)
1"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
1.5"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
2"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
3"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
4"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
6"	\$101.90	\$122.23	\$136.41	\$138.16	\$138.58	\$141.95
8"	\$170.74	\$204.81	\$228.56	\$231.50	\$232.20	\$237.85
10"	\$453.98	\$544.57	\$607.72	\$615.54	\$617.41	\$632.42

Commodity Charges

Potable Water (Proposed)

Description	Existing Rate (\$/HCF)	July 2024 (\$/HCF)	July 2025 (\$/HCF)	July 2026 (\$/HCF)	July 2027 (\$/HCF)	July 2028 (\$/HCF)
Residential, Master Meter, Domestic Agricultural						
Tier 1 - First 12 Units	\$4.01	\$4.16	\$4.40	\$4.70	\$4.99	\$5.26
Tier 2 - 13 Units and Higher	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Commercial, Industrial, Public	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Dedicated Irrigation	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Fire Service	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Temporary/Out of Bounds/ Emergency Service	\$6.17	\$6.94	\$7.51	\$8.10	\$8.66	\$9.21

Wastewater (Proposed)

Description	Existing Rate (\$/EDU)	July 2024 (\$/EDU)	July 2025 (\$/EDU)	July 2026 (\$/EDU)	July 2027 (\$/EDU)	July 2028 (\$/EDU)
All Customers	\$43.05	\$48.77	\$54.14	\$60.11	\$66.73	\$74.08
Customers through City of Thousand Oaks	\$48.61	\$55.56	\$56.94	\$58.33	\$59.72	\$61.57

NO RATE ADJUSTMENT

Meter Service Charge

Non-Potable Water (Existing)

Description	Existing Rate (\$/Month)	July 2024 (\$/Month)	July 2025 (\$/Month)	July 2026 (\$/Month)	July 2027 (\$/Month)	July 2028 (\$/Month)
Master Metered	\$5.02	\$5.02	\$5.02	\$5.02	\$5.02	\$5.02
3/4"	\$8.28	\$8.28	\$8.28	\$8.28	\$8.28	\$8.28
1"	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
1.5"	\$21.29	\$21.29	\$21.29	\$21.29	\$21.29	\$21.29
2"	\$32.48	\$32.48	\$32.48	\$32.48	\$32.48	\$32.48
3"	\$67.95	\$67.95	\$67.95	\$67.95	\$67.95	\$67.95
4"	\$114.51	\$114.51	\$114.51	\$114.51	\$114.51	\$114.51
6"	\$170.47	\$170.47	\$170.47	\$170.47	\$170.47	\$170.47
8"	\$282.30	\$282.30	\$282.30	\$282.30	\$282.30	\$282.30

Commodity Charges

Non-Potable Water (Existing)

Description	Existing Rate (\$/HCF)	July 2024 (\$/HCF)	July 2025 (\$/HCF)	July 2026 (\$/HCF)	July 2027 (\$/HCF)	July 2028 (\$/HCF)
Non-Potable Irrigation Water	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Blended Non-Potable Agricultural	\$3.36	\$3.36	\$3.36	\$3.36	\$3.36	\$3.36
Non-Potable Commercial Agricultural - Contractual (1)	\$0.74	TBD	TBD	\$2.40	\$2.40	\$2.40
Non-Potable Residential Landscape (SRM)	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Recycled Commercial Ag - Contractual (1)	\$0.47	TBD	TBD	\$2.40	\$2.40	\$2.40
Recycled Landscape Irrigation	\$2.40	\$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	\$2.40

Note: Billing units in hundred cubic feet (HCF). One HCF equals 748 gallons.



For more information, including a bill calculator, a copy of this notice, FAQs, and the Comprehensive Rate Study, go to the District's website, www.camrosa.com or call the District Office at (805) 388-0226.



NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

--Thursday, June 6, 2024 at 5:00pm--

CAMROSA WATER DISTRICT

7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to provide the public an opportunity to comment on the proposed adoption of:

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

The draft ordinance is available for review on our website at www.camrosa.com/rates

Norman Huff, General Manager

Publish: May 6, 13, 2024; Ad#10145021

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

--Thursday, June 6, 2024 at 5:00pm--

CAMROSA WATER DISTRICT

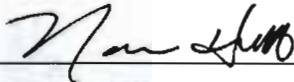
7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to provide the public an opportunity to comment on the proposed adoption of:

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

The draft Ordinance 42-24 is available for review on our website at www.camrosa.com



Norman Huff, General Manager

Board Memorandum

June 6, 2024

To: General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: Schedule of Rates

Objective: Adopt the proposed Schedule of Rates.

Action Required: Adopt Ordinance No. 42-24 of the Board adopting a "Schedule of Rates for Water and Wastewater Services."

Discussion: The attached Ordinance adopts the "Schedule of Rates, Fees and Charges for Water and Sanitary Service" as required in Ordinance 40-24 - Rules and Regulations Governing the Provision of Water and Sanitary Services. Also included in the Ordinance is authorization for subsequent automatic pass-through adjustments based upon increases or decreases of the cost of water imported through Calleguas Municipal Water District.



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

On April 19, 2024, 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 D, Section 6 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 XIID, 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 on June 6, 2024, 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 pumping for water delivery. Potable water pump zone charge is \$0.12 per HCF. Non-potable water pump zone charge is \$0.07 per HCF.

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

Board Memorandum

June 6, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: Ordinance 43, Miscellaneous Fees and Charges

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

Action Required:

- 1) Open a public hearing to receive comment on the attached draft Ordinance 43-24;
- 2) Receive any public comments;
- 3) Close the public hearing; and
- 4) Adopt Ordinance 43-24.

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 cost adjustments to rates, fees, and charges may be appropriate at different times, staff recommended establishing a separate ordinance for the District's Schedule of Miscellaneous Fees and Charges. Staff have analyzed the current cost to the District for these services and have updated the fees and charges accordingly. The proposed Schedule of Miscellaneous Fees and Charges was presented to the Board on March 21, 2024 and April 25, 2024.

At the April 25, 2024 Board meeting, the Camrosa Board of Directors set a public hearing date for June 6, 2024, to consider adoption of Ordinance 43-24, Schedule of Miscellaneous Fees and Charges.

Attachments:

Ordinance 43-24

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

--Thursday, June 6, 2024 at 5:00pm--

CAMROSA WATER DISTRICT

7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to provide the public an opportunity to comment on the proposed adoption of:

- Ordinance 43-24: "Schedule of Miscellaneous Fees and Charges"

The draft ordinance can be reviewed on our website at www.camrosa.com/public-info

Norman Huff, General Manager

Publish: May 6, 13, 2024; Ad#10145036

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

--Thursday, June 6, 2024 at 5:00pm--

CAMROSA WATER DISTRICT

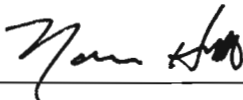
7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to provide the public an opportunity to comment on the proposed adoption of:

- Ordinance 43-24: "Schedule of Miscellaneous Fees and Charges"

The draft Ordinance 43-24 is available for review on our website at www.camrosa.com



Norman Huff, General Manager



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

June 6, 2024

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: Ordinance 40, Rules and Regulations Governing the Provision of Water and Wastewater Service

Objective: Adopt Ordinance 40-24, Rules and Regulations Governing the Provision of Water and Wastewater Service.

Action Required:

- 1) Open a public hearing to receive comment on the attached draft Ordinance 40-24;
- 2) Receive any public comments;
- 3) Close the public hearing; and
- 4) Adopt Ordinance 40-24.

Discussion: 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 and recommended additional changes.

At the April 25, 2024 Board meeting, staff presented revisions to Ordinance 40 to the Camrosa Board of Directors. The Board set a public hearing date of June 6, 2024, to consider adoption of Ordinance 40-24, Rules and Regulations Governing the Provision of Water and Wastewater Service.

Attachment:

Ordinance 40-24

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

--Thursday, June 6, 2024 at 5:00pm--

CAMROSA WATER DISTRICT

7385 Santa Rosa Road - Camarillo, CA 93012

(805) 482-4677

The purpose of this public hearing is to provide the public an opportunity to comment on the proposed adoption of:

- Ordinance 40-24: "Rules and Regulations Governing the Provision of Water and Wastewater Services"

The draft ordinance can be reviewed on our website at www.camrosa.com/public-info.

Norman Huff, General Manager

Publish: May 6, 13, 2024; Ad#10145008

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a Public Hearing with the Camrosa Water District Board of Directors will be held:

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- Ordinance 40-24: "Rules and Regulations Governing the Provision of Water and Wastewater Services"

The draft Ordinance 40-24 is available for review on our website at www.camrosa.com



Norman Huff, General Manager



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

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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 CWRP, 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

June 6, 2024

To: General Manager

From: Tamara Sexton, Deputy General Manager/Finance

Subject: Draft Fiscal Year 2024-25 District Operating Budget

Objective: Receive a briefing and a copy of the proposed Draft Fiscal Year (FY) 2024-25 Operating Budget.

Action Required: No action necessary; for information only.

Discussion: The Draft Camrosa Water District FY 2024-25 Annual Budget provides both detailed and general overviews of the next year's planned operations. There are four major sections in the Draft Budget:

- 1) Operating Revenues and Expenses for Water and Wastewater Programs
 - a. Combined Budget summary of the Water and Wastewater Programs
 - b. Summary of the Water operating budget
 - c. Summary of the Wastewater operating budget
 - d. Budget Summary by revenue center
 - e. Summary of the reserve accounts for Water and Wastewater
- 2) General Operating Expense Budget
 - a. Program descriptions, program goals, and program expense summaries
 - b. Detailed expenses by program
- 3) Capital Projects
 - a. Summary of status of prior years' capital projects
 - b. Descriptions and cost summaries of FY 2024-25 proposed capital projects
- 4) Five-Year Capital Outlay Forecast

The Draft Operating Budget will be presented to the Board of Directors for adoption at the June 20, 2024 Board Meeting.

District Operating and Capital Budget

Fiscal Year 2024-25

CAMROSA WATER DISTRICT



BUILDING WATER
SELF-RELIANCE

MISSION STATEMENT

“The Mission of Camrosa Water District is to provide reliable, safe, and cost-effective water and wastewater services.”

CAMROSA WATER DISTRICT

Board of Directors

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

General Manager

Norman Huff

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*California Society of Municipal
Finance Officers*

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2023-2024***

Presented to the

Camrosa Water District

For meeting the criteria established to achieve a CSMFO Award in Budgeting.

January 29, 2024



Rich Lee

*Rich Lee
2023 CSMFO President*

James Russell-Field

*James Russell-Field, Chair
Recognition Committee*

Dedicated to Excellence in Municipal Financial Reporting

List of Acronyms and Abbreviations

AF	Acre-Foot/Feet
AFY	Acre-Foot/Feet per Year
ACWA	Association of California Water Agencies
ACWA-JPIA	Association of California Water Agencies-Joint Powers Insurance Agency
AMR	Automated Meter Reader/Reading
ASRB	Arroyo Santa Rosa Basin
ASRGSA	Arroyo Santa Rosa Groundwater Sustainability Agency
AWAVC	Association of Water Agencies Ventura County
CIMIS	California Irrigation Management Information System
CIP	Capital Improvement Program
CMWD	Calleguas Municipal Water District
CSUCI	California State University of Channel Islands
CSMFO	California Society of Municipal Finance Officers
CWRF	Camrosa Water Reclamation Facility
DWR	Department of Water Resources
EDU	Equivalent Dwelling Unit
ELAP	Environmental Laboratory Accreditation Program
EWCP	Emergency Water Conservation Program
FCGMA	Fox Canyon Groundwater Management Agency
FTE	Full-time Equivalent
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GASB	Government Account Standards Board
GFOA	Government Finance Officers Association
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
HCF	Hundred Cubic Foot
LAIF	Local Agency Investment Fund
MG	Million Gallons
MGD	Million Gallons per Day
MOU	Memorandum of Understanding
MS	Meter Station
MSF	Meter Service Fee
MWD	Metropolitan Water District
NLs	Notification Levels
NPDES	National Pollutant Discharge Elimination Systems
PDR	Preliminary Design Report
PERS	Public Employees' Retirement System or CalPERS
PFAS	Per- and Polyfluoroalkyl Substances
PS	Pump Station
PV	Pleasant Valley
PZ	Pressure Zone
RLs	Response Levels
RMWTP	Round Mountain Water Treatment Plant
SCADA	Supervisory Control and Data Acquisition
SGMA	Sustainable Groundwater Management Act
SRGWMP	Santa Rosa Groundwater Management Plan
SWP	State Water Project
SWPDA	State Water Project Dependent Areas
SWRCB	State Water Resources Control Board
TCP	1, 2, 3,-Trichloropropane
THM	Trihalomethanes
UWMP	Urban Water Management Plan

Glossary

The FY2023-24 budget contains terminology that is unique to public finance and budgeting. The following Budget Glossary provides assistance in understanding these terms.

Accrual Basis of Accounting: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of cash receipts and disbursements.

Acre-Foot: The volume of water that will cover one acre to a depth of one foot. One acre-foot equals 435.6 units or 325,850 gallons.

Appropriation: The annual budget adopted by the District's Board for monitoring and control purposes, serving as a financial plan.

Balanced Budget: A balanced financial plan for a specified period of time that matches all planned revenues and expenditures with various services. The District uses a fiscal year beginning July 1 and ending June 30 for budgetary and financial reporting purposes.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are authorized in a District bond resolution. Bonds are frequently used for construction of large capital projects such as buildings, reservoirs, pipelines and pump stations.

Capital Budget: The portion of the annual budget that appropriates funds for the purchase of capital equipment items and capital improvements. These expenditures are separate from regular operating items, such as salaries, utilities and office supplies.

Calleguas Municipal Water District: The District has access to Metropolitan Water District (MWD) imported water through Calleguas Municipal Water District's entitlement as a member agency of MWD.

Capital Improvement Program: A long-range plan for the construction, rehabilitation and modernization of District owned and operated infrastructure.

Class of Service: All customers are classified based on the primary use of water on their parcel; broad classifications include (but are not limited to) residential, industrial, agriculture, etc. The water rate per unit is determined by this classification.

Debt Service Coverage Ratio: The ratio of net revenue to annual interest and principal payments on debt.

Debt Service: The District's obligation to pay the principal and interest of bonds and other debt instruments according to a predetermined payment schedule.

Depreciation: An expense recorded to allocate a tangible asset's cost over its useful life.

Enterprise Fund: Fund that provides goods or services to the public for a fee that makes the entity self-supporting.

Equivalent Dwelling Unit: A one single-family dwelling unit or its equivalent. An equivalent dwelling unit is assumed to discharge wastewater at a flow and strength equal to that of an average single-family dwelling unit.

Expenditure: These terms refer to the outflow of funds paid or to be paid for assets, goods or services obtained regardless of when actually paid. *Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended in a future period.

Fiscal Year: Twelve-month term designating the beginning and ending period for recording financial transactions. The District has specified July 1 to June 30 as its fiscal year.

Fixed Asset: Items with an original cost greater than \$1,000, and less than or equal to \$5,000. Typically, a fixed asset has an economic useful life longer than three years; maintains its identity, either as a separate item or as identifiable component; is not a repair part or supply item; and is used to conduct District activities.

Fund Balances: The current funds on hand resulting from the historical collection and use of monies. The difference between assets and liabilities reported in the District's Operating Fund plus residual equities or balances and changes therein.

Interest Income: Earnings from the investment portfolio.

Late Charges/Penalties: Charges and penalties are imposed on customer accounts for late payments, returned payments, and other infringements of the District's Rules and Regulations.

Meter Service Charge: Each water service customer pays a monthly meter service charge for water system replacement, maintenance and operation expenses. The charge is based on the size of the meter and class of service.

Metropolitan Water District: MWD is one of 30 agencies that have contracted for imported water service from the State Water Project, owned by the State and operated by the California Department of Water Resources.

Set-up Fees for Accounts: A charge is added for each new account, and whenever an existing account is transferred to another customer. This fee contributes to the administrative costs associated with establishing new accounts.

State Water Project: The State Water Project (SWP) transports water from the Sacramento-San Joaquin Delta via the California Aqueduct to four delivery points near the northern and eastern boundaries of the MWD service area. The SWP is owned by the State and operated by the California Department of Water Resources.

Unit: 748 gallons of water equals a single Hundred Cubic Feet (HCF) Unit. The District bills its customers in HCF Units.

Water Connection Fees: Charges paid by customers to connect to a District water system for water service. Connection fees are the cost of buying into the existing distribution system, and are determined by the meter size, the District capacity fee, and zone charge.

Water Rates: Rates vary among classes of service and are measured in HCF Units. Most rates in the District are based on a two-tier accelerated block structure. Tier 1 is the first 12 HCF Units and Tier 2 is water use above 12 HCF Units.

Budget Message

Camrosa Water District (District) is pleased to present its Fiscal Year (FY) 2024-25 Operating and Capital Budget. The purpose of this document is to identify and allocate the resources necessary to accomplish the District's mission: to deliver reliable, safe, and cost-effective water and wastewater service to its varied customer base. It is also intended to present the financial health of the District in a clear and concise manner for the Board of Directors, our customers, and other stakeholders, while highlighting opportunities and challenges facing the District. California presents a variety of challenges to water suppliers, from disappointing State water resource management policies to weather whiplash to increasingly complex regulatory requirements and conservation mandates. Through it all, Camrosa takes on these challenges by exploring and implementing a wide range of self-reliance solutions.

The California Water Crisis

California's water supply crisis is an outcome of decades of substandard State water policy. California prioritized perpetual demand management and stretching depleted supplies with conservation policies instead of seizing opportunities to develop new supplies or maximizing the capture of abundant supply in wet years through the development of additional storage reservoirs and modernized conveyance. The California Department of Water Resources (DWR) stood by while litigants and legislators whittled away its ability to effectively manage resources or maintain and improve the State Water Project infrastructure. Equally culpable is the Metropolitan Water District (MWD) which has failed to invest in reliable supplies and adequate conveyance. MWD has applied a portion of every dollar it ever collected from its ratepayers to build out and maintain its Colorado River Aqueduct system. However, despite this massive investment, MWD's conveyance is still unable to move significant quantities of Colorado River water to certain areas within its service region, including areas served by Camrosa. These areas have been categorized as State Water Project Dependent Areas (SWPDA) because most—or all—of their imported water supplies are from the State Water Project. With or without conveyance, persistent drought and disagreements over Colorado River water rights between the seven states comprising the Upper and Lower Basins make the future availability of that supply uncertain. These failures and deficiencies have resulted in the DWR and MWD being unable to provide sufficient supply to meet normal demands in times of drought. This demonstrates the need to accelerate Camrosa's timeline for self-reliance and its ability to significantly reduce dependence on MWD and the State Water Project. Compounding the problem, MWD's mismanagement and its ever-growing bureaucracy have resulted in recently announced rate increases that will make imported water even more expensive this year and every year for the foreseeable future.

Camrosa's core mission is to provide a reliable, affordable source of water for our customers. With our core mission in mind, we have been focused on building the District's self-reliance to buffer against this cycle of planning failure and reactive edicts by MWD and the State. The Camrosa Board of Directors does not believe that restrictive or mandated conservation should become "a way of life," as it is presented in recent State legislation, or that "brown is the new green." While conservation can be a useful strategy when needed, such as during a drought emergency, it is not a permanent water supply solution. Sustainable water supply solutions should plan for abundance rather than fight over scarcity.

The District's purpose is to provide the amount of water our customers need. Of course, responsible, sustainable stewardship of our water resources is an important element in accomplishing this purpose. Efficiency and accountability are important when managing water resources as well as other vital resources the District oversees, including energy and public funds. In accordance with our purpose and guided by our core mission, we have significantly reduced our dependence on imported water over the last twenty years, developing local projects like a brackish groundwater desalter, advanced treatment for groundwater, new wells, and non-potable distribution systems. All of these efforts work in concert to secure a more independent water supply portfolio. Doubling down on self-reliance will form the backbone of Camrosa's planning efforts for years to come. We're starting this fiscal year with feasibility studies and design for additional wells, backup wells, and treatment facilities to increase our local water production and reduce our dependence on imported water.

State Mandates and Regulations

Over the past decade and a half, the state of California has moved towards centralizing management of its water resources by consolidating various functions under and expanding the reach of the State Water Resources Control Board (SWRCB). Shifts towards standardizing water planning while accounting for climate projections

have resulted in landmark water-use legislation and expanded rulemaking. However, many of these state policies fail to realistically account for local conditions and do not leave suppliers with enough autonomy to employ the best course of action for their service areas.

The SWRCB has continued extending administrative control over water suppliers through a variety of policies and regulations. Several recent examples include: the recently updated Individual System Water Loss Standards; upcoming drinking water regulations; conservation legislation; and additional reporting requirements. While each one carries intended benefits, they are also accompanied by costs, and cost-benefit ratios will differ for each supplier based on local variations.

Water loss control is also a key component of the state's approach to demand management. Legislation required that the SWRCB develop water loss performance standards, the finalized Water Loss Performance Standards were adopted in October of 2022, and the rulemaking became effective in 2023. Updated Water Loss Standards for each Urban Retail Water Supplier, including Camrosa Water District, were posted on April 9, 2024. The legislation recognizes that mitigating and preventing water loss should be done on a cost-effective basis, as explained in the Updated Economic Model released on April 15, 2021. However, due to real-world conditions, the true cost-effectiveness may differ from the Updated Economic Model.

Most recently, sweeping regulations were announced titled, Making Conservation a California Way of Life. This regulation was touted as a new way of managing urban water use by establishing unique efficiency goals for each Urban Retail Water Supplier in California. Independent analysis disputed the State's purported savings of \$7 Billion with potential costs exceeding \$13 Billion. On March 15, 2023, the SWRCB released the Draft Staff Framework for the Making Conservation a California Way of Life Regulation (Proposed Regulatory Framework). The Framework is intended to implement both the "California Water Supply Strategy" released by Governor Newsom in August 2022, and SB 606 and AB 1668, collectively known as the Water Conservation and Drought Planning Act, signed by Governor Brown in May 2018. The act built upon Governor Brown's 2016 Executive Order B-37-16, "Making Conservation a Way of Life." The SWRCB's draft framework requires suppliers to comply with individualized urban water use objectives, implement Commercial, Industrial, Institutional (CII) performance measures, and submit annual progress reports. A supplier's water use objective is the sum of standard-based budgets for residential indoor use, residential outdoor use, CII landscapes with dedicated irrigation meters, and real water losses. The second draft of the legislation became available in March 2024, and as written, still requires significant water use reductions from many suppliers and extensive reporting from all urban water suppliers. The cost of complying with the regulation may require revisiting and adjusting financial projections. The rule is expected to become effective Summer 2024. Camrosa is actively monitoring the legislation and its impacts to the District and its customers. The District is factoring the legislation into its long-term forecasting, although as of the second draft of the legislation, Camrosa has a zero percent water use reduction requirement (i.e. no reduction required) over the three benchmark periods called for in the regulation.

Water Quality Regulations

Drinking water in California is heavily regulated, and many of California's regulations exceed federal regulations set by the U.S. EPA. Primary maximum contaminant levels (MCLs) address health concerns; public health goals (PHGs) are concentrations of drinking water contaminants that do not pose significant health risks if consumed over a lifetime (based on best available knowledge); and secondary MCLs address water taste and odor. California Health & Safety Code §116365(a) requires a contaminant's MCL to be established at a level as close to its PHG as technically and economically feasible, while prioritizing protecting public health. There are also "detection limits for purposes of reporting" (DLRs), which are designated minimum levels of contaminants that require reporting to the State Board when they are met or exceeded.

Technological advancements allow the detection of drinking water contaminants at lower concentrations, which allows maximum contaminant levels (MCLs) to become more stringent. Additionally, as understanding of adverse effects of drinking water contaminants improves over time, more chemicals are added to the list of MCLs. Both increasingly stringent MCLs and the addition of new chemicals to the list of MCLs are intended to address health concerns (primary MCLs) and taste and odor (secondary MCLs); however, they also carry associated costs. Meeting new standards may significantly increase drinking water production costs where contaminants are present.

As both technology and the understanding of the negative effects of drinking water contaminants improve over time, more contaminants become regulated. Each contaminant that becomes regulated, or has a preexisting

regulation that becomes more stringent, adds additional treatment and reporting costs where it is present at levels that exceed allowable limits. Upcoming drinking water regulations present potential additional expenses to the district.

One example of contaminants with upcoming regulations is per- and polyfluoroalkyl substances (known together as PFAS). PFAS are a group of synthetic chemicals that, under typical conditions, do not break down in the environment. On April 10, 2024, the U.S. EPA established federal Maximum Contaminant Levels for six PFAS. Two chemicals, PFOA and PFOS, each have MCLs established at 4 parts per trillion (ppt) (also expressed as ng/L). Three chemicals, HFPO-DA (also known as GenX Chemicals), PFHxS, and PFNA, have MCLs set at 10 ppt. The district currently operates a Granular Activated Carbon filtration plant that treats the source water from four District wells for both 1,2,3 Trichloropropane and PFAS chemicals.

Another contaminant, Manganese is listed on the SWRCB's list of Upcoming Drinking Water Regulations. It can occur naturally in both surface and groundwater and is widespread in California's groundwater basins. It is currently regulated with a secondary MCL, with notification levels (NLs) and response levels (RLs). On February 16, 2023, DDW proposed revised NLs and RLs for manganese. A NL is a nonregulatory, health-based advisory level established for drinking water contaminants for which MCLs have not been established. NLs are established as precautionary measures for contaminants that may have MCLs in the future but have not completed the regulatory process for the development of MCLs. They are issued by the DDW and developed based on recommendations by the Office of Environmental Health Hazard Assessment (OEHHA). RLs are set higher than NLs and represent a recommended chemical concentration level at which water systems consider taking a water source out of service or provide treatment if that option is available to them. Based on DDW proposing revised NLs and RLs for manganese in February 2023, a manganese primary MCL is likely to be established in the future. The establishment of manganese primary MCLs could impact the cost of producing local water. At the current time, Camrosa staff is in the design phase for Iron and Manganese removal technologies for the treatment of water from PV Well #2. PV Well #2 water has Manganese levels that sometimes exceed the Secondary MCL for Manganese, set at 50 µg/L or parts per billion.

Contaminant regulations will continue to become more rigorous, as they have since the passage of the Safe Drinking Water Act in 1974. Camrosa is responsibly planning for additional costs incurred by meeting and exceeding regulatory requirements and will continue to do so in the future. Future regulations may also shift the relationship between local and imported sources, as the costs of producing water and importing water change. Camrosa remains committed to meeting the current and future water needs of the community by prioritizing self-reliance and providing reliable, safe, and cost-effective water and wastewater services.

Groundwater Management

Another landmark change in water management that will affect the cost of water is the Sustainable Groundwater Management Act (SGMA) of 2014. SGMA requires the formation of local groundwater sustainability agencies (GSAs) for what the state determined were high- or medium-priority basins to assess conditions and develop Groundwater Sustainability Plans (GSPs). These GSPs are intended to define sustainability and chart a path to achieving that over the next twenty years.

The Fox Canyon Groundwater Management Agency (FCGMA) is the Groundwater Sustainability Agency (GSA) for the Pleasant Valley Basin (among other areas), from which the Woodcreek Well and PV Well #2 pump groundwater. A new allocation plan has been established and projects to increase the sustainable yield are being investigated. Adjudication papers were filed by a group of landowners/pumpers in the basin, as was a lawsuit contesting the CEQA process for the GSP. SGMA provides that the GSP proceed as written during the adjudication process, which can take several years. This litigious environment does not provide an environment for the amicable resolution of conflict or for the kind of collaboration that innovation and regional project development require.

The Arroyo Santa Rosa Groundwater Basin, which lies wholly within the Camrosa service area and from which the majority of Camrosa's local groundwater is produced, was originally designated as a medium-priority basin due to high nitrate concentrations. In 2016, the County of Ventura and Camrosa formed a GSA to write the GSP for the whole basin and manage that portion of it east of the Bailey Fault (outside the FCGMA). In April 2018, DWR awarded the Arroyo Santa Rosa GSA a Sustainable Groundwater Planning Grant to support the development of the Santa Rosa GSP, up to \$177,081. Administrative costs to support the operation of the Arroyo Santa Rosa Groundwater Sustainability Agency (ASRGSA), including the writing of the GSP, will be supported by Camrosa. The County of Ventura provided \$127,602 as seed money to the GSA. The GSA held a public

hearing on May 25, 2023, to adopt the GSP, which is currently under review with DWR. The GSA budget for FY2024-25 is included as Appendix 1.

Projects to reach sustainability and/or increase Arroyo Santa Rosa basin yield were explored as part of the GSP process. Because Camrosa is the primary groundwater producer in the Santa Rosa Basin, pumping by initial estimates over 50% of the basin’s annual yield, the District has a vested interest in developing projects that ensure sustainability. Once the projects identified in the GSP have been developed, estimated costs of sustainability projects will be included in the District’s budgeting process.

The Impact of Weather

Climate impacts the overall supply of available water resources while also affecting customer demand. In the last ten years, Southern California has seen the wettest and driest months on record. These dramatic weather swings, depicted in the following Figure 1, exemplify the difficulty of forecasting water sales and highlight the necessity of maintaining a conservative financial outlook.

Locally, rainfall was 19.98 inches during FY2023-24 through April 30th, recorded from the Camrosa Water District station, which is significantly more than the ten-year average rainfall for the District of 12.83 inches a year and the historical average of 15.2 inches a year. These wet periods provide an important recharging of the local groundwater basins, from which we produce our local supplies and plan to increasingly rely on in the future. Camrosa has developed plans to adaptively manage its groundwater basins to maximize aquifer storage and recharge water—whether it’s rainwater or other sources.

Average Rainfall Fiscal Years 2015-2024

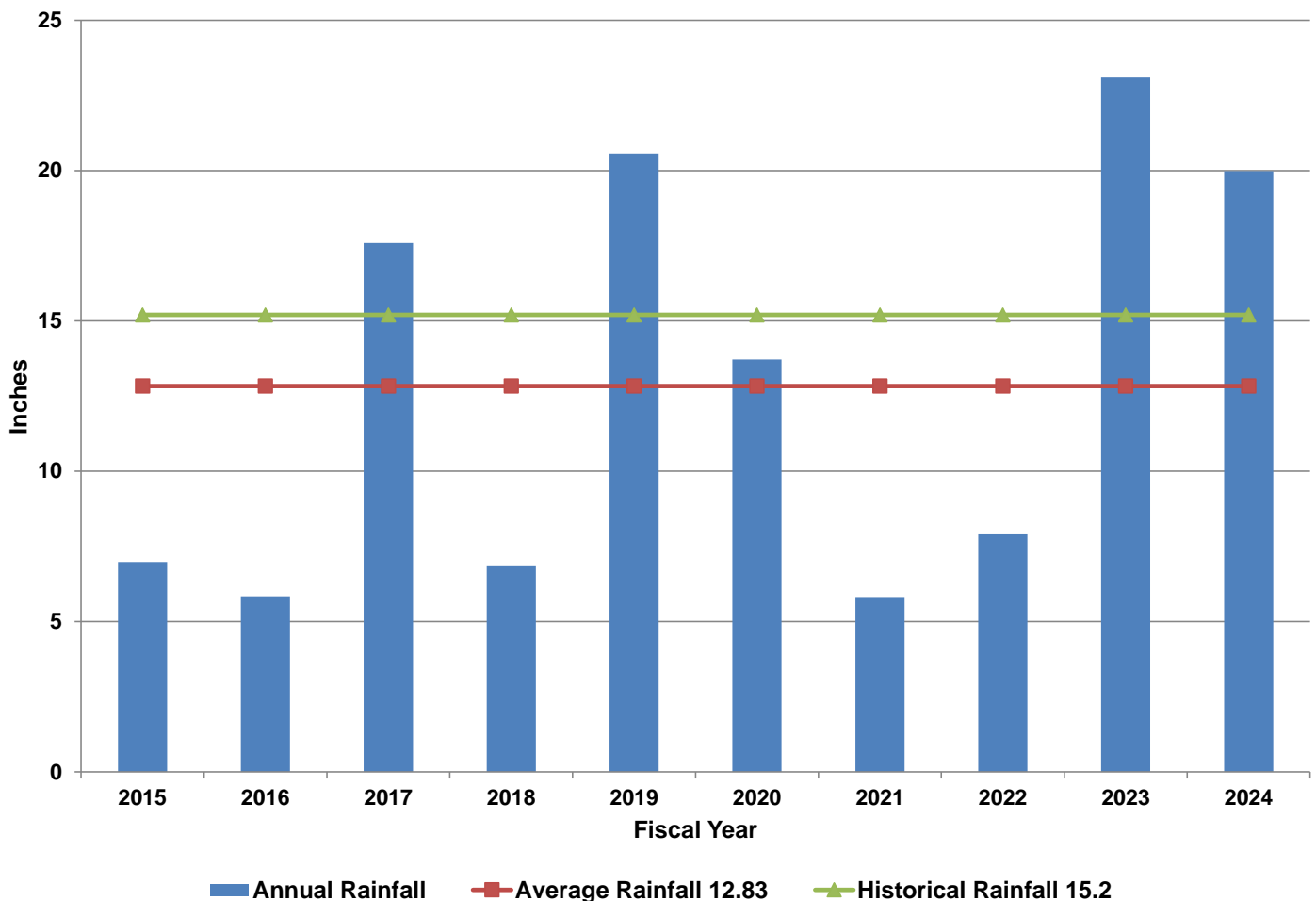


Figure 1 – Average Rainfall

Due to the atmospheric rivers in 2023, DWR allocated 100% of State Water Contractors’ Table A water for delivery. A 100% allocation is a rare opportunity as the long-term average delivery capability of the State Water Project is only 56%. Prior to this, the last time the SWP allocated 100 percent was in 2006. On April 20, 2024,

DWR announced a 40 percent allocation as a result of the latest snow survey and Lake Oroville storage. This is up from 30 percent announced in March, 15 percent in February, and the initial 10 percent announced in December.

Local precipitation can and does impact demand, especially among agricultural customers and those with large landscapes. Camrosa has seen significant reductions in the demand for potable and non-potable water over the previous fiscal year and as we enter the next. Whether or not the trend toward lower demand continues and whether it is primarily based on precipitation levels remains to be seen. Camrosa continues to monitor these trends and apply them to budgets and incorporate them in the rate-setting process.

In general terms, the District went from delivering approximately 17,000 AFY before the FY2014-15 drought to slightly less than 10,000 AFY in FY2022-23. Variable weather in the years since makes it difficult to determine the cause for water-use patterns in the District service area, but generally speaking the trend is towards less per capita water use than in previous decades. The FY2024-25 budget was developed using a three-year average of water sales to arrive at a projection of 10,686 AF. This is a decrease from the FY 2023-24 budget of 12,614 AF. The projected end-of-year sales for FY2023-24 is 9,210 AF.

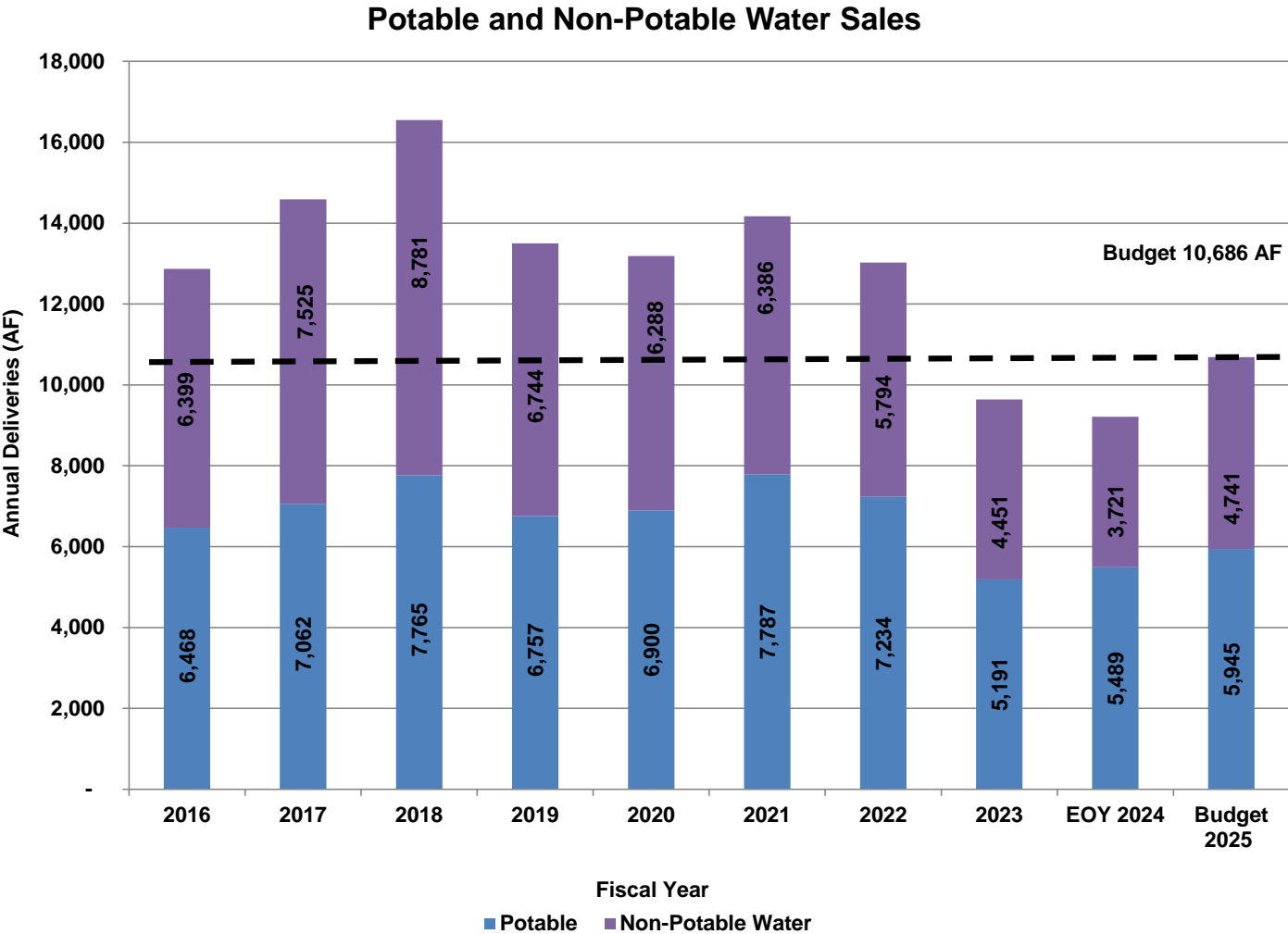


Figure 2 – Potable and Non-Potable Water Sales

Increases in Imported Water Costs

Camrosa lies within the Metropolitan Water District service area and the “imported water” we purchase from them, via Calleguas, is primarily State Water Project (SWP) water from the Sacramento-San Joaquin Delta. It is the most expensive water in Camrosa’s supply portfolio. The District’s primary strategy for decades has been to reduce dependence on imported water by developing local resources. Reducing the proportion of Camrosa’s water supply that we have to import helps mitigate the costs of imported water. Figure 3 reflects the District’s efforts to develop self-reliance over the last 20 years.

The trend was temporarily reversed in 2019, when the District's largest local resource, the Conejo Wellfield, was taken offline ahead of building a treatment plant to treat for the newly-regulated contaminants, 1,2,3-Trichloropropane (TCP) and Per- and polyfluoroalkyl substances (PFAS). TCP is a synthetic organic compound that was an impurity in certain soil fumigants used in agriculture and PFAS are a group of more than 4,000 synthetic chemicals that have been used in consumer products since the 1950s. PFAS are also known as "forever chemicals" because they don't break down easily in the environment. The Camrosa Board of Directors insisted that Camrosa ratepayers should not bear the costs of treatment for the TCP contamination and successfully persuaded the manufacturers of the offending pesticides to pay for the construction of the treatment plant. Camrosa is part of a settlement agreement with chemical companies DuPont and 3M to receive compensation needed to mitigate the treatment cost for PFAS. The Granular Activated Carbon (GAC) filtration system at the Conejo Wellfield was completed and went online in October 2023.

In the meantime, Camrosa worked very hard to bring another new source online, PV Well #2. The new PV Well #2 came online in September 2020, providing a much-needed boost to local production. Adjustments to the well in the fall of 2021 doubled production. Now that this new source and the GAC Treatment Plant at the Conejo Wellfield are online, we expect to increase local groundwater production and offset imported water purchases, thus reducing the percentage of imported water in the District's Total Water Supply. In FY2023-24, imported water comprised 35% of the total water supply. The FY2024-25 budget assumes that imported water will constitute 50% of Camrosa's potable water supply, with 50% coming from local groundwater. The fiscal year will also see investigations into providing redundancy for the University Well and a third Pleasant Valley Basin Well (PV Well #3).

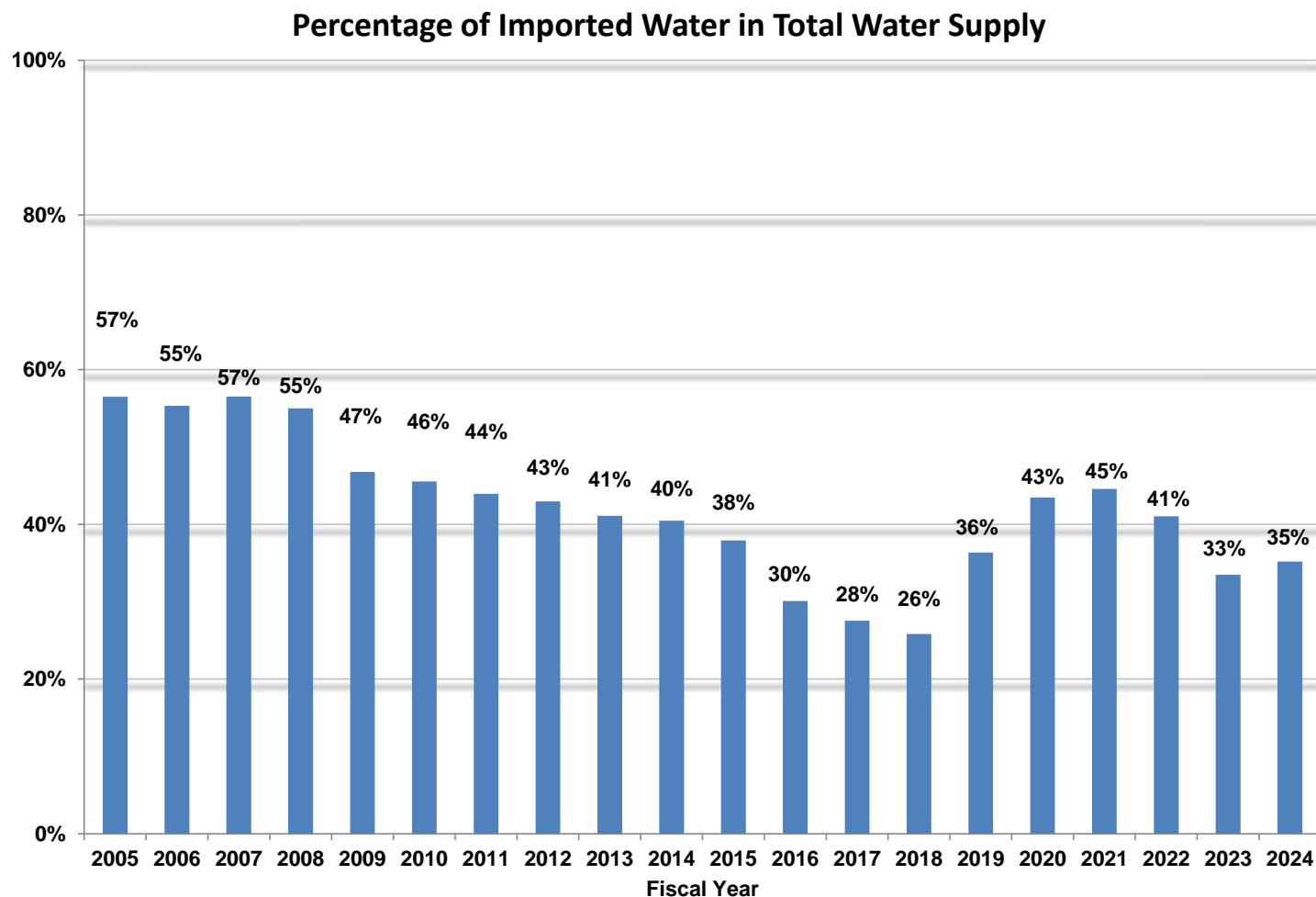


Figure 3 – Percentage of Imported Water in Total Water Supply

The expectation that wholesale rates will continue to escalate provides another incentive to increase self-reliance. In 2024, the MWD Tier 1 wholesale rates increased by 3.9%, and in 2025 the Tier 1 wholesale rates will increase by an additional 11 percent. In addition to MWD’s rate increases, Calleguas increased its Capital Construction Surcharge, Readiness-to-Serve Charge, and Capacity Reservation Charge, for a combined wholesale rate increase to the District of approximately 6.0% in 2024 and 9.5% in 2025.

The following graph illustrates the projected cost of imported water.

Projected Cost of Imported Water

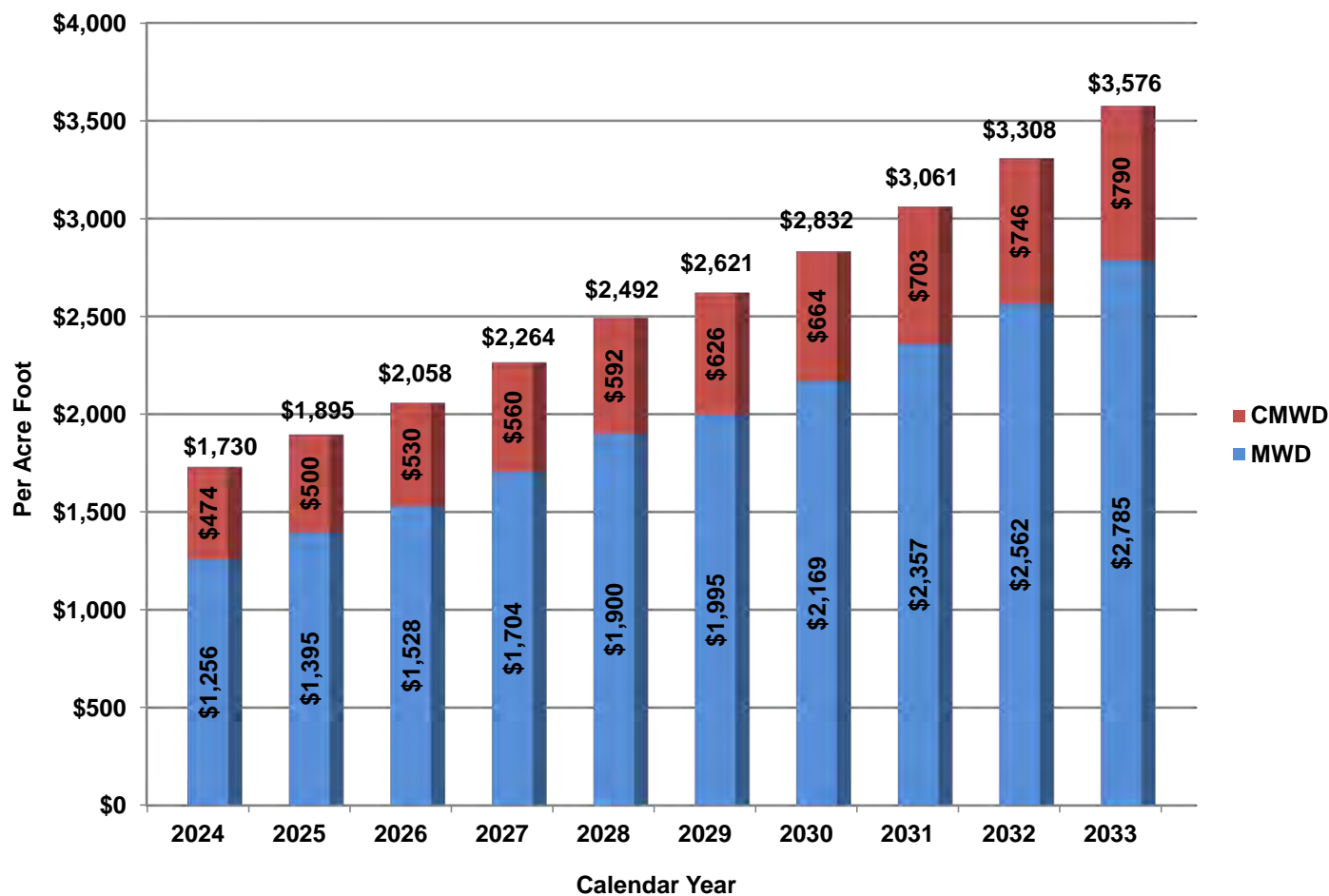


Figure 6 – Projected Cost of Import Water

Building Self-Reliance

The following graph demonstrates the effects of Camrosa’s commitment to building self-reliance over the last 20 years. As the diversity of supply sources increases, the percentage of the portfolio filled by imported water has decreased. Since the Conejo Creek Project came online in 2003, Camrosa’s demand for imported water has fallen off dramatically. Optimizing operations—filling reservoirs, moving water, blending water—has also allowed us to further reduce imports. Reductions in total water use since 2014 reflect conservation measures that have now become common practice by many of Camrosa’s customers. Along with continued conservation and water use efficiencies, Camrosa will continue to develop local and regional water resource projects to build water self-reliance. Many of these projects will be identified in the ongoing development of its Master Plan and implemented through a phased approach starting in this fiscal year.

Historical Water Sources

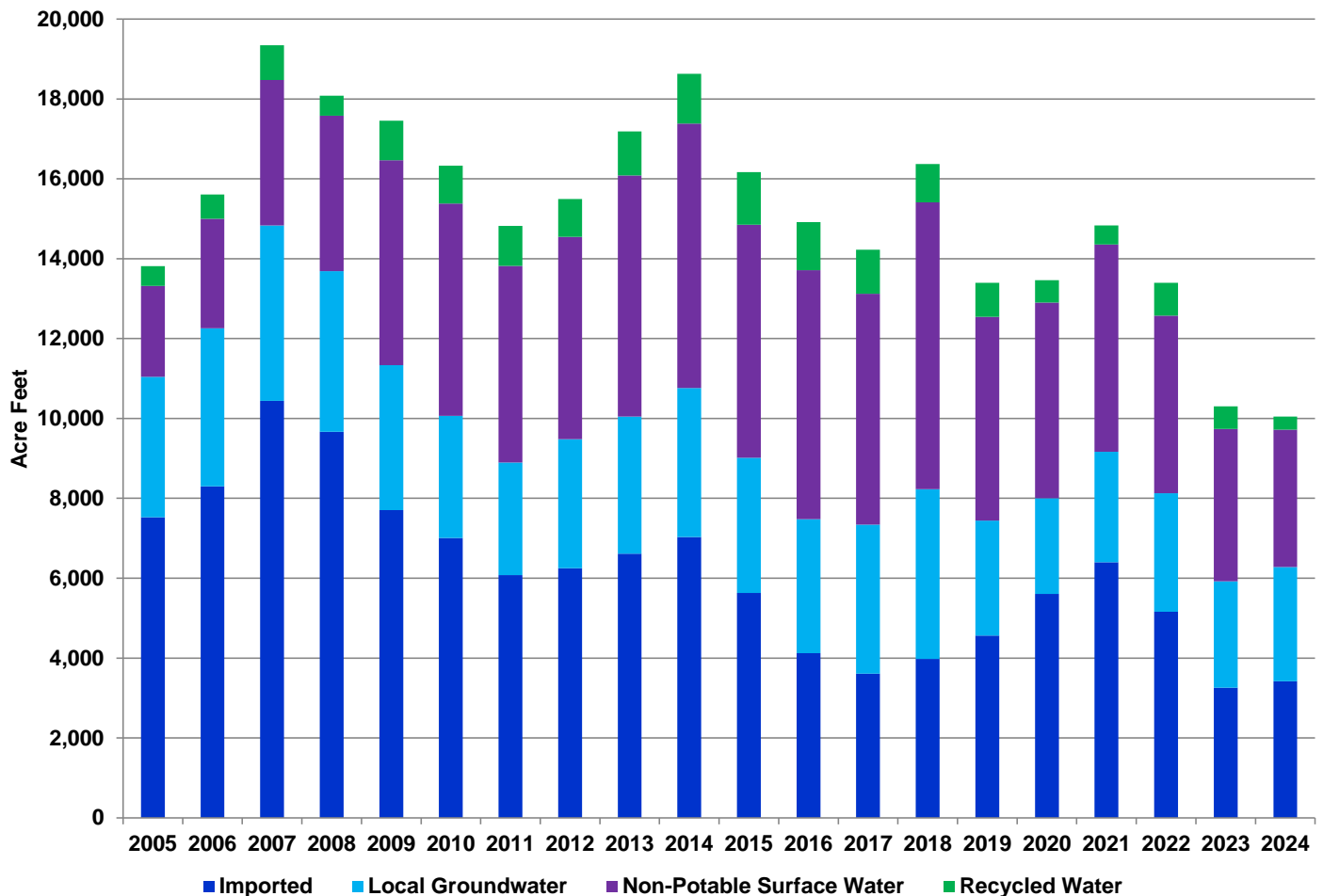


Figure 4 – Historical Water Sources

Developing Mutually Beneficial Partnerships

Mutually beneficial partnerships build relationships that bring additional water resources under the Camrosa umbrella and enhance our ability to become more self-reliant while helping our neighbors.

Since 2014, Camrosa has sold Conejo Creek water, which originates in The City of Thousand Oaks, to Pleasant Valley County Water District (PVCWD), an agricultural district adjacent to Camrosa on the Oxnard Plain. Under Fox Canyon Groundwater Manager Agency (FCGMA) Resolution 2014-01, PVCWD transfers to Camrosa one pumping credit in the Pleasant Valley Basin for each acre-foot of creek water the District delivers. Camrosa currently pumps these credits from the Woodcreek Well and PV Well #2 in the northeastern Pleasant Valley Basin, where groundwater levels are higher, and the basin is less stressed than in the areas where PVCWD has its wells.

With the completion of the Camarillo Sanitary District (CamSan) Recycled Water Interconnection project in November 2019, Camrosa began receiving recycled water from The City of Camarillo’s CamSan facility. The

City of Camarillo has a limited recycled water distribution system but does not have any storage; selling water to Camrosa helps the City avoid discharging to the creek and violating their NPDES permit and the cost of discharging to the Salinity Management Pipeline (SMP). Camrosa can store CamSan’s water in the District’s Storage Ponds and sell it to PVCWD, a practice codified in Camrosa’s latest Waste Discharge Requirement permit authorized by the Los Angeles Regional Water Quality Control Board on October 10, 2019. Recycled water does not accrue pumping credits as creek water does, however, this interconnection increases Camrosa revenue (see page 32 of the main budget document), improves Camrosa operations, and contributes to regional water supply resilience. It is unknown how long CamSan will continue to have excess recycled water as the City of Camarillo expands its recycled water distribution system, but in the meantime, it is clearly a beneficial project for all three agencies.

Historical Water Deliveries to Pleasant Valley CWD

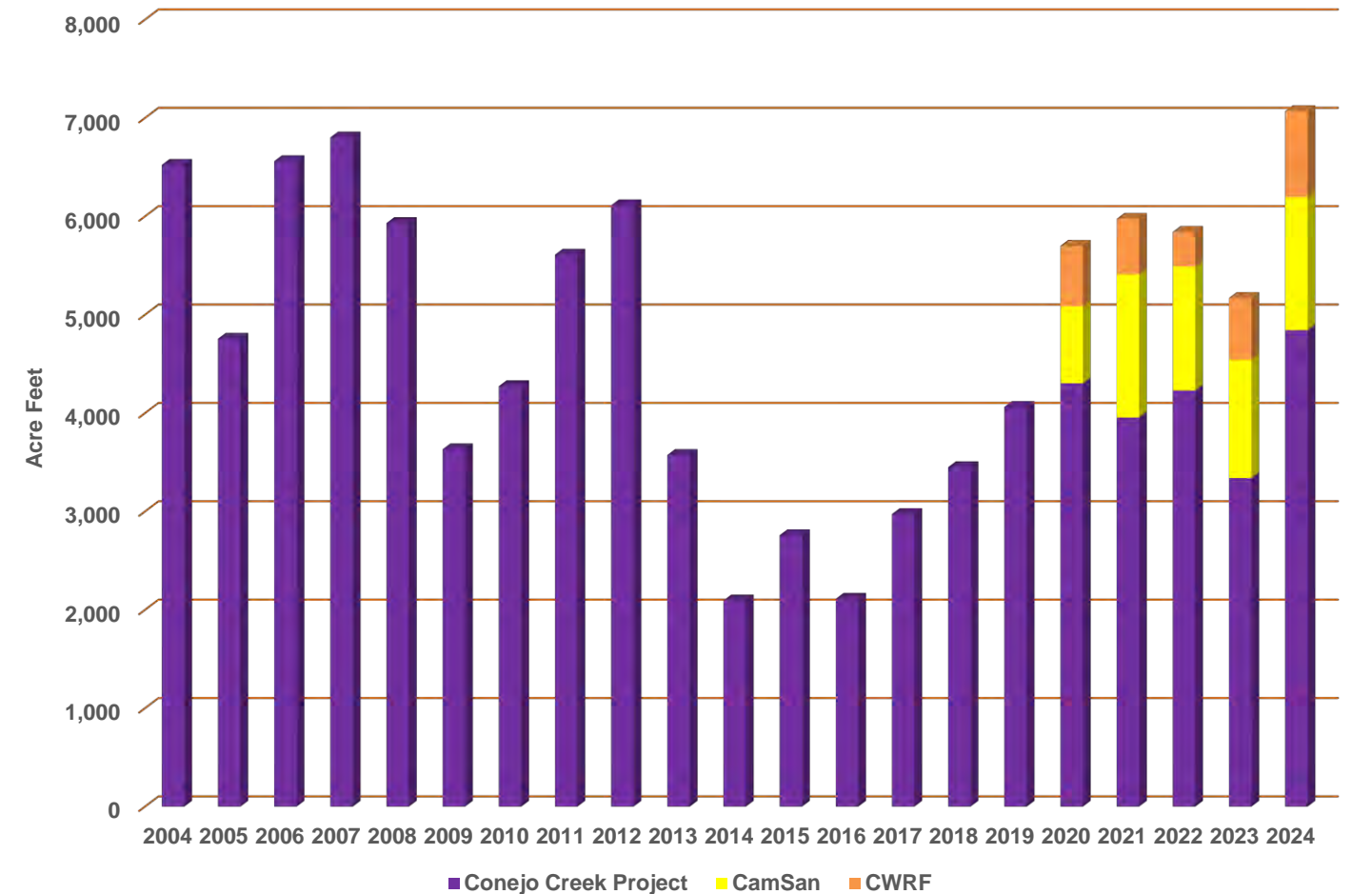


Figure 5 – Historical Water Deliveries to Pleasant Valley CWD

Appropriate Rate Setting

In FY2023-24 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. Included in the rate study was a review of the commodity component of rates, fixed meter service fees, and the District's aging infrastructure and preventative maintenance requirements. On June 6, 2024, the District adopted a five-year Schedule of Rates for Water and Wastewater Services. Even with the rate increases, the District's rates continue to be among the lowest in Ventura County as a result of investing in local water supply to build self-reliance. The District also strives to remain cost-effective in its rate setting by controlling operating costs.

The following graph is a comparison of local water utilities' monthly water bills for a single-family usage of 12 hundred cubic feet (HCF) and a ¾-inch meter service charge.

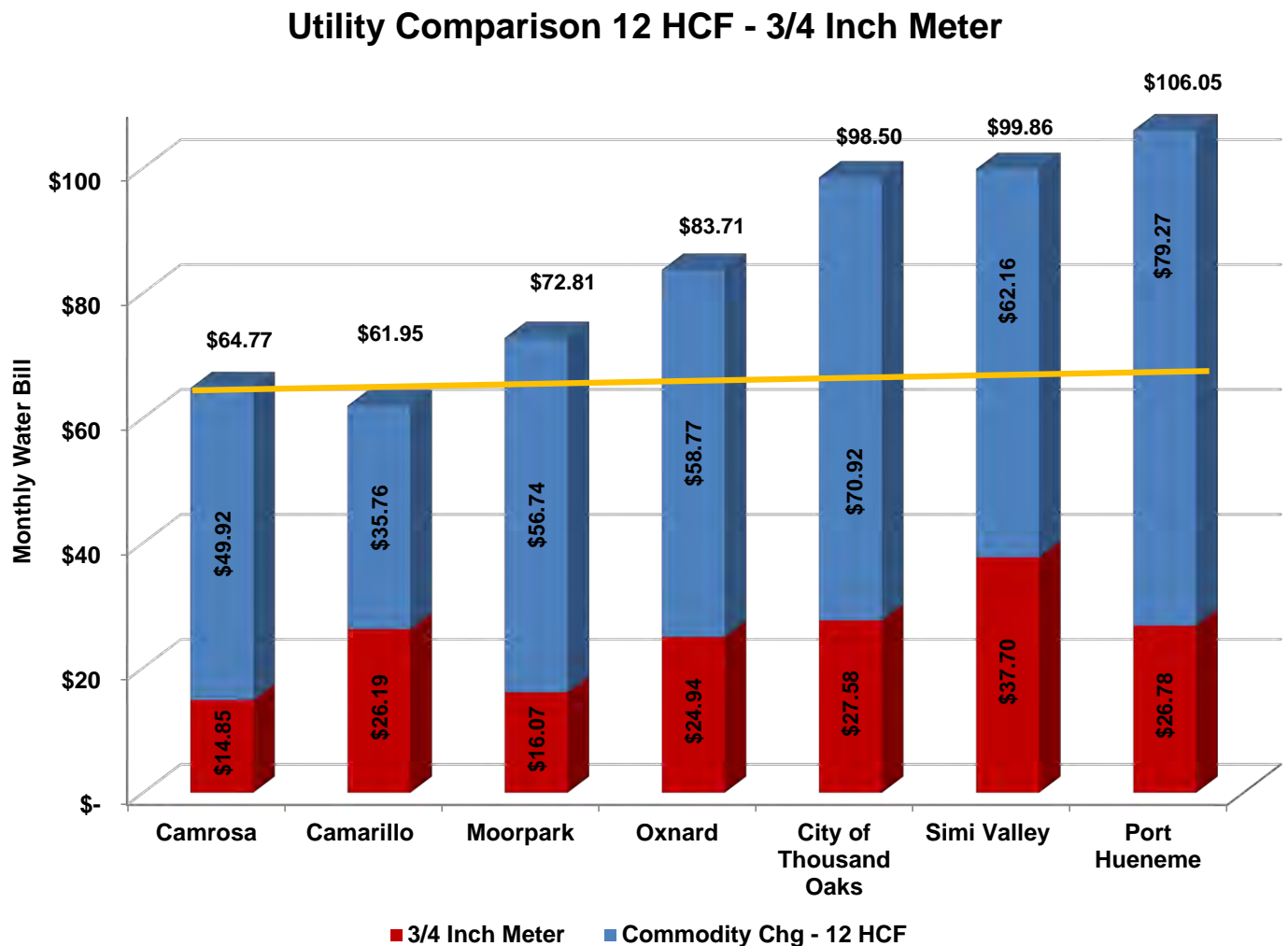


Figure 8 – Water Rate Comparison

The following graph is a comparison of local wastewater utilities' monthly wastewater bills.

Sewer Rate Comparison

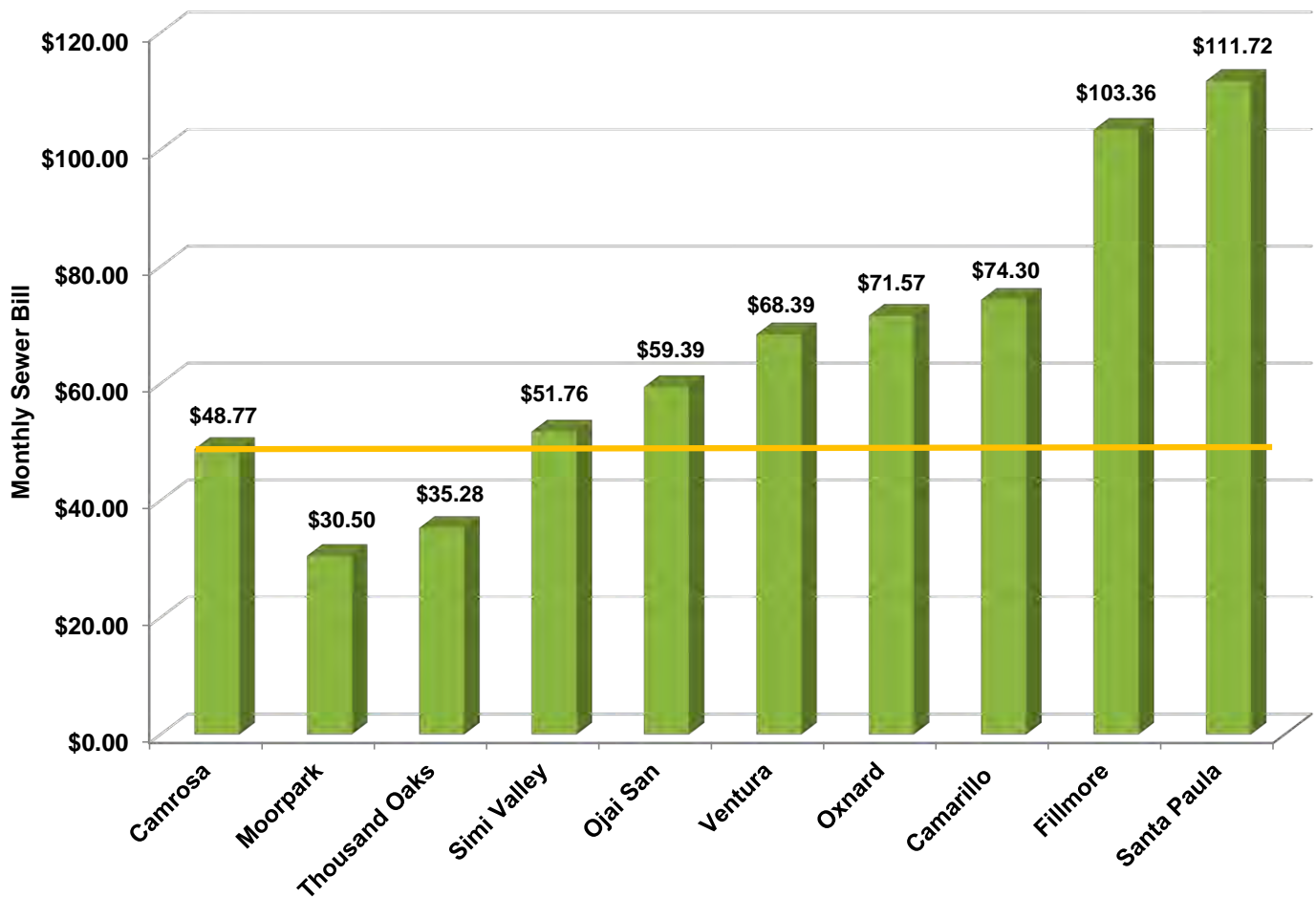


Figure 9 – Sewer Rate Comparison

Effective Asset Management

Camrosa Water District was established in 1962; some of what became the District's infrastructure predates even that. As the systems and infrastructure age, the value of the system decreases through depreciation while the costs of keeping the system functioning increase. The District has undertaken a two-part master plan: a near-term plan focused on rehabilitation, replacement, and maintenance to be incorporated into the five-year comprehensive rate study to ensure adequate reserves are set aside to invest in the aging infrastructure; and a long-term water resources plan to envision water supplies to a fifty-year horizon. Such projects include replacing pipeline segments, maintaining and upgrading treatment facilities, and rehabilitating reservoirs, pump stations, and the wastewater collection system. Setting aside reserves today for these repairs will prevent the District from being susceptible to untimely financial burdens and ultimately having to excessively raise rates.

Vigilant Cybersecurity

The District continues to focus its efforts to ensure the security of its Information Technology systems. Because new cyber threats, vulnerabilities, and risks are always emerging, Camrosa applies a process of continuous improvement regarding cybersecurity that allows for threat identification, mitigation planning, execution, and assessment with the goals of protecting the District's network assets, and safeguarding customers' personally identifiable information. Also, Camrosa's layered approach to cybersecurity focuses on network resiliency, more stringent access controls, network segmentation, and cloud-based endpoint monitoring. Additionally, Camrosa continues to ensure all staff are properly trained to identify, respond to, and report malware attacks and phishing attempts.

Externalities

Although supply chain issues have eased, equipment and material delays still occur, especially related to electrical equipment, generators, and complex mechanical machinery, which could translate to longer lead times on orders and longer timelines on projects. In addition, the general construction and materials industries, along with professional and construction labor continue to see rising costs across the country. These increases have greatly impacted overall project budgets. Persistent inflation continues to put pressure on operational costs within the District with energy, chemical, and supply costs often outpacing inflation.

Excellence in Budget Preparation

As part of the California Society of Municipal Finance Officers (CSMFO) mission to promote excellence in financial management, the CSMFO has established a program that evaluates the budgets of municipal entities from across the state. This program is intended to “encourage and assist local governments to prepare budget documents of the very highest quality that reflect the guidelines established by the National Advisory Council on State and Local Budgeting.” The FY2023-24 budget was submitted to the CSMFO and the District received an Operating Budget Excellence Award for a tenth consecutive year, an upgrade from the District’s first submission of the FY2013-14 budget, Meritorious Award. This award is valid for a period of one year only. The budget document does not include any structural changes from the prior fiscal year; we believe our current budget continues to conform to program requirements and are submitting it to CSMFO for their evaluation.

Our Commitment to Trust and Transparency

The challenges to water reliability and quality are greater than ever before—as is the District’s resolve and ability to meet them. Our customers give us their trust every day to fulfill their basic needs, for their families, their farms, and their businesses. It is vital that we honor that trust in everything we do, moving towards self-reliance, investing in preventive maintenance and timely infrastructure replacement, and continuing to improve the organization’s capacity and effectiveness. A well-structured budget is critical to this effort, and I am confident that the District’s FY2024-25 budget document provides a detailed and comprehensive overview of our ability to transform the challenges we face into new opportunities.

Respectfully submitted,



Norman Huff
General Manager

Mission Statement & Vision Statement

Water and wastewater service providers face an evolving landscape of diverse challenges as they strive to provide clean, safe, reliable, and affordable services to their communities. Navigating this dynamic and complex array of challenges requires a proactive approach; strategic planning, leveraging technological advancements, and substantial investment to ensure the delivery of safe reliable, and affordable services our customers desire well into the future.

Since the last Strategic Plan development in 2008, imported water costs have increased, as expected, but so has its unreliability. Between climatic, legislative, litigatory, and political pressures on the State Water Project, it no longer represents a dependable water supply as it once did. At the same time, the cost to produce local water has also increased, driven by an ever-increasing demand for a limited supply, an ever-expanding regulatory environment, and the high cost of new wells, treatment facilities, and pipelines.

At its core, strategic planning enables Camrosa to anticipate and prepare for future demands, risks, and opportunities, rather than merely reacting to crises as they arise. By identifying short- and long-term goals and mapping out the necessary steps to achieve them, Camrosa can ensure that we are equipped to meet the needs of our community both now and in the future.

In support of a robust planning process, the District held four strategic planning workshops in the Spring of 2022 and adopted the 2022 Strategic Plan in the Summer of 2022.

The 2022 Strategic Plan identified five goals:

- Water Supply Independence
- Infrastructure Integrity
- Prudent Financial Management
- Public Trust
- Service Excellence Through Organizational Development

Revised Mission and Vision Statements were established as part of the 2022 Strategic Plan. The Mission Statement reflects the District's responsibility to provide reliable, safe, and cost-effective water and wastewater services.

Our Mission

"The mission of Camrosa Water District is to provide reliable, safe, and cost-effective water and wastewater services."

Our Vision

"Camrosa Water District preserves and improves the quality of life for our customers through innovative leadership and exceptional customer service."

Profile of the District

District Services and Management

The Camrosa Water District, located over 31 square miles in the County of Ventura, California, is an independent special district that operates under the authority of Division 12 of the California Water Code. The District was originally formed under the law in 1962 as the Camarillo County Water District for the purpose of supplying potable water. The District has changed its name twice, first to the Camrosa County Water District in 1965, and then to its present name in 1987. Subsequently, the District expanded its operations to include wastewater collection and treatment in a portion of its service area.

Currently, the District provides three classes of water (potable, non-potable, and recycled) to a population of more than 32,700 people through approximately 11,445 service connections, which includes three master-metered communities. The majority of these connections are residential with the remainder serving commercial, industrial, and agricultural.

Potable water is a blend of imported State Water Project (SWP) water from the Sacramento-San Joaquin Delta and local groundwater; non-potable surface water is a combination of diverted surface water and local groundwater; and recycled water is tertiary-treated product from the Camrosa Water Reclamation Facility (CWRf). Wastewater service is limited to 9,229 equivalent dwelling units (EDUs), including California State University of Channel Islands (CSUCI), a portion of the City of Camarillo, and a sliver of the City of Thousand Oaks. The remainder of the District is either served by the Camarillo Sanitary District or on private septic systems.

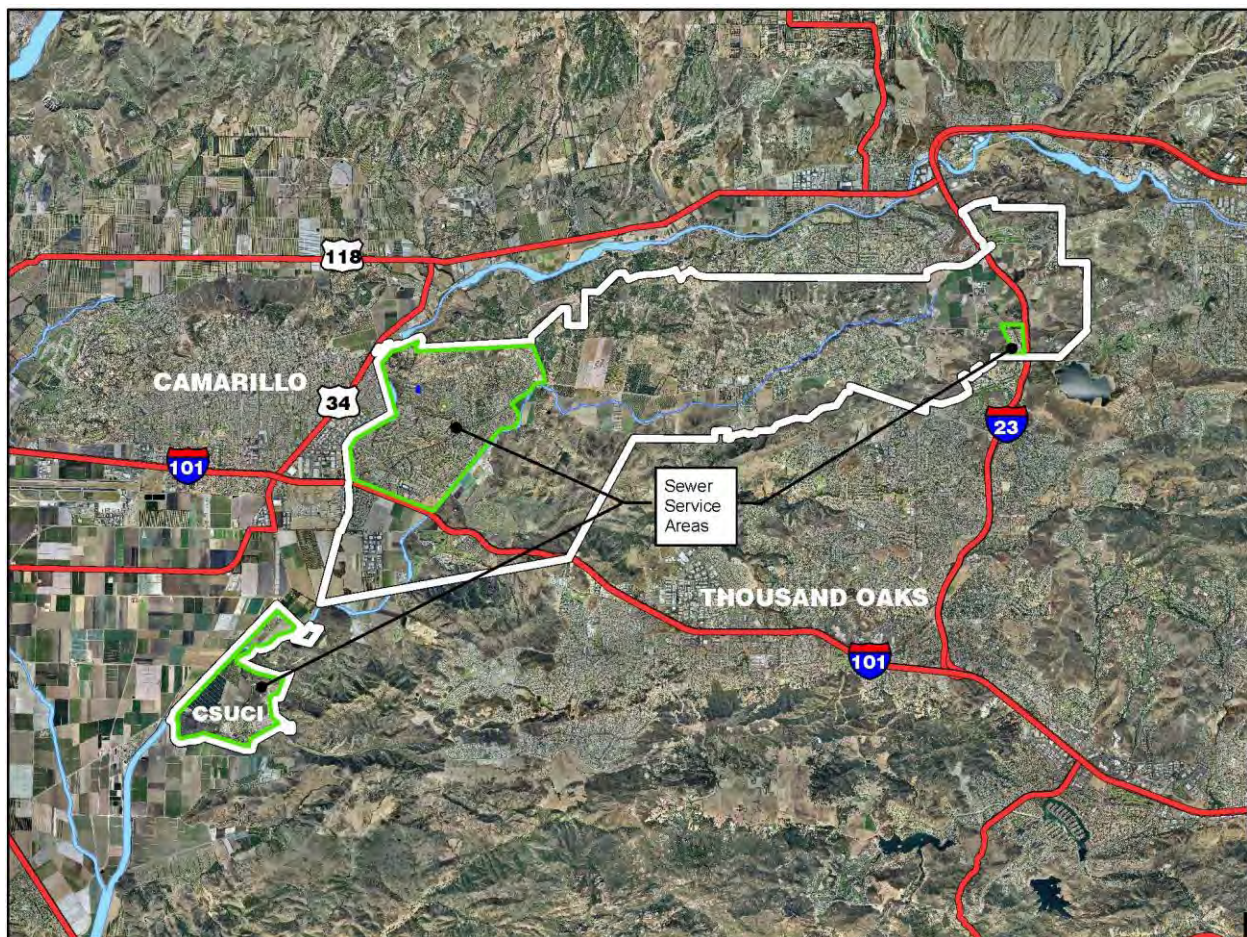


Figure 10 – District Map Boundaries

The following graph sets forth the District's various water customer classes. Residential and Agricultural customers account for approximately 72% of the District's projected water service revenue for the fiscal year ending June 30, 2024. The residential customer class includes both indoor and outdoor water usage.

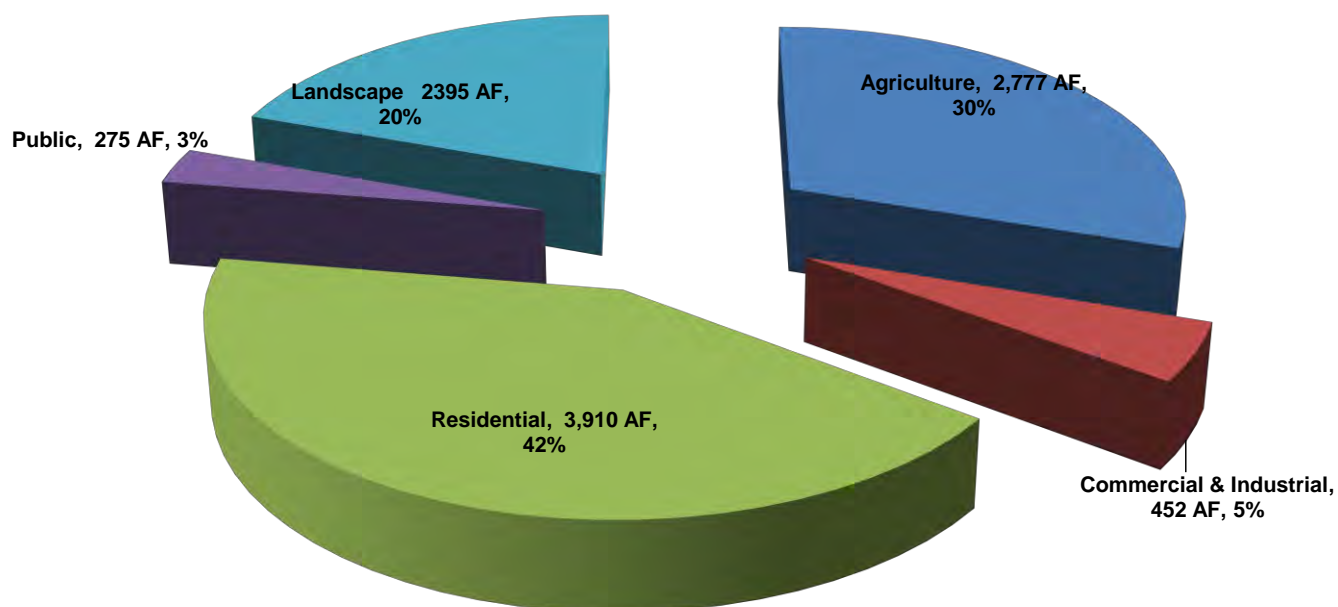


Figure 11 – FY2023-24 Percent of Water Revenues by Customer Class

Board of Directors

The District is governed by a five-member Board of Directors, elected at large from five geographical “divisions” within the District’s service area. The District’s Board of Directors meets on the second and fourth Thursday of each month. Meetings are publicly noticed, and residents are encouraged to attend.

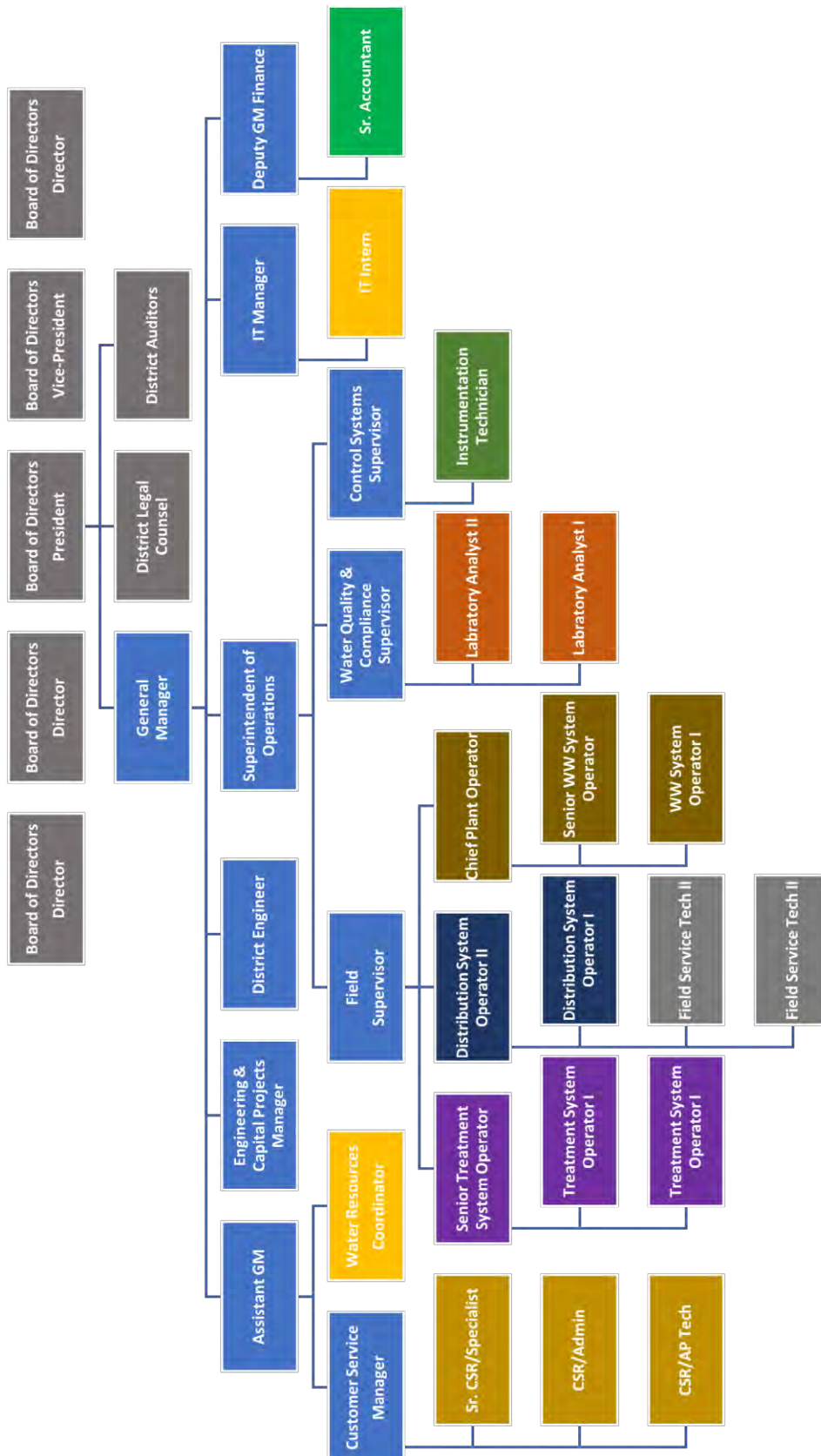
<u>Director</u>	<u>Title</u>	<u>Division</u>	<u>Expiration of Term</u>	<u>Occupation</u>
Eugene F. West	President	Division 4	November 2024	Attorney
Andrew F. Nelson	Vice-President	Division 1	November 2026	Healthcare Research
Jeffrey C. Brown	Director	Division 2	November 2026	Investment Consultant
Terry L. Foreman	Director	Division 5	November 2026	Geologist/Hydrogeologist
Timothy H. Hoag	Director	Division 3	November 2024	Pharmacist/Teacher

General Manager

Daily operation of the District falls under the responsibility of the General Manager, Norman Huff. The General Manager administers the day-to-day operations of the District in accordance with policies and procedures established by the Board of Directors. As General Manager, Mr. Huff is responsible for the general oversight of the production and distribution of potable and non-potable water, as well as wastewater collection, treatment, and water recycling at the District’s Water Reclamation Facility.

Organizational Structure

In FY2023-24, the District budgeted for 29 full-time employees and 3.0% salary increases. In FY2024-25 the District budgeted for 31 full-time positions and salary increases of 3.0%.



Employee Benefits

The District is a member of the California Public Employees' Retirement System (CalPERS). In FY2019-20 the District made an Additional Discretionary Payment (ADP) to pay off the CalPERS Unfunded Accrued Liability (UAL) in the amount of \$4.9 million. The total ADPs made to date amount to \$5,146,019. In FY2024-25, the District will be invoiced \$55,922 for the required UAL payment for classic employees and \$918 for PEPRAs employees. The employer contribution rate of 11.88% for classic employees will be collected as a percentage of payroll. In FY2020-21 and prior years, the District was paying 7% of the classic employee's retirement contribution. The Board decided to shift that portion of the retirement cost back to the employee and did so by ramping up the employee's contribution 1% a year until the employee was paying the full 7%. To lessen the impact on the employee, the Board also implemented a discretionary offset. This year the District will pay 3% of the 7% employee contributions for classic employees and provide a discretionary offset of 4%. The District's retirement contribution will be reduced 1% per year with an increase of the discretionary offset at the same percentage provided to classic employees hired before July 1, 2021, until the employees' contribution and the discretionary offset reach the maximum of 7%. Any classic employees hired after July 1, 2021, will pay the full seven percent of the employee contribution and will not be eligible for the discretionary offset. The employer contribution rate for any new employees hired since January 1, 2013, who were not subject to reciprocity as defined in the Public Employee's Pension Reform Act (PEPRA), will be 7.87%. The District does not make the employee contributions of 7.75% on behalf of these employees.

The District provides a range of medical insurance plans and dental and vision insurance through ACWA-JPIA. The FY2024-25 budget assumes an increase of 15% effective January 1, 2024 for medical, which represents an average of the last three years' increases. Dental and Vision will remain flat or increase by 2%. These increases are captured in the FY2024-25 budget.

Financial Policies

Reserve Policy

The District's Reserve Policy, (Appendix #5), the most recent version of which was adopted by Resolution of the Board on October 14, 2021, is intended to assure adequate reserves for ongoing needs while minimizing the need for new debt. The reserve levels established in the policy also help provide rate stabilization and ensure adequate fund levels to meet aging infrastructure replacements, unanticipated emergencies, and future enlargement of the District's customer base. The Board receives reports of the reserve levels quarterly and again during the budget preparation process to ensure continued conformance with long-term Board strategy.

Investment Policy

The District's Investment Policy, the most recent version of which was adopted by Resolution of the Board on April 11, 2024, is intended to provide guidelines and restrictions for prudent investment of the District's cash reserves. The District's portfolio is carefully monitored by a four-member committee that includes the General Manager, the Manager of Finance, and two Board members. The full Board receives quarterly reports on the type of investments, the current yield, maturity dates, and market value, as appropriate. The criteria for selecting investment options are, in order of priority, safety, liquidity, and yield. Generally, maturities are limited to five-year periods, and to the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. Investments are generally limited to government-issued or government-insured securities; the District currently has approximately \$11.0 million (as of April 30) invested in the State's Local Agency Investment Fund (LAIF). (Appendix #6).

Debt Policy

The District's overriding goal in issuing debt is to respond to and provide for its infrastructure, capital projects, and other financing needs while ensuring that debt is used and managed prudently in order to maintain a sound fiscal position and protect credit quality. The District's Debt Policy (Appendix #7) developed and adopted by Resolution of the Board on August 11, 2016, is intended to provide guidelines for the use of debt for financing District water, sewer and recycled water infrastructure and project needs. The policy provides the following: 1) establishes criteria for the issuance of debt obligations so that acceptable levels of indebtedness are maintained; 2) transmits the message to investors and rating agencies that the District is committed to sound financial management; and 3) provides consistency and continuity to public policy development when the elected Board of Directors work from guidelines that govern the planning and execution of transactions and projects.

Budget Policy

The District's budget is presented as a policy document, an operational tool, a financial planning tool, and a communication tool to the District's community and stakeholders. The purpose of the Budget Policy is to provide guidelines that will influence and direct the financial management practice of the District. The District's Budget Policy (Appendix #8) developed and adopted by Resolution of the Board on January 26, 2017, is intended to establish procedures to ensure consistent practices for developing the yearly budget.

Pension Funding Policy

The District's Pension Funding Policy (Appendix #9) was developed and adopted by Resolution of the Board on January 14, 2021, is intended to provide guidance and strategies to current and future Board of Directors for addressing the District's retirement liabilities. This policy includes internal budgeting, policy directives, and financing mechanisms.

Basis of Budgeting & Accounting

The District maintains its accounts on an accrual basis. Revenues are recognized when earned, and expenses are recognized when incurred.

The District is operated and reported as a single enterprise fund, which is an accounting entity that finances and accounts for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominately self-supporting through user charges.

Budgetary Control

The District views the budget as an essential tool for proper financial management. This budget is developed with input from the various program managers of the organization and is adopted prior to the start of each fiscal year. The Board of Directors must approve all supplemental appropriations to the budget. The level of budgetary control (i.e., the level at which expenditures cannot exceed the appropriated amount) is at the Fund level. The Board monitors the budget through Quarterly Financial Reports, Quarterly Investment Reports, and Year-End Budget Reports.

Budget Process

The budget planning and preparation process is an important District activity and provides an opportunity for the Board of Directors, Management, and Staff to reassess goals and objectives for the upcoming and future years.

During the budget process, Management and Staff update current objectives and develop new ones for the upcoming fiscal year, all of which is discussed with the Board of Directors. The process is used to develop the draft budget that is presented to the Board of Directors for initial review. The Board reviews the draft budget and makes changes it deems appropriate. The budget is posted on the District's website.

The following is the budget calendar for the development of the FY2024-25 budget.

Budget Calendar

3/7/2024	Present Program Accomplishments FY23-24 Present Program Goals for FY24-25
3/21/2024	FY24-25 Capital Projects Proposal FY24-25 Fixed Asset Proposal
4/11/2024	Projected End-of-Year Budget FY23-24 FY23-24 Capital Projects Projections
4/25/2024	Draft Expense Budget Draft Revenue Budget
5/13/2024	3rd Quarter Review
5/23/2024	FY24-25 Draft Expense & Revenue Budget Update Appropriation Limit FY24-25
6/6/2024	Draft FY24-25 Operating & Capital Budget
6/20/2024	Adoption of FY24-25 Operating & Capital Budget

Budget Resolution

A Resolution of the Board of Directors
of Camrosa Water District

Adopting the Operating and Capital Budget for Fiscal Year 2024-2025

Whereas, Staff and Management of the Camrosa Water District have developed a one-year operating and capital budget for Fiscal Year 2024-2025; and

Whereas, the budget includes projections of operating and capital revenues and expenditures as well as changes in cash reserves in all District funds for Fiscal Year 2024-2025; and

Whereas, on May 25, 2024 and June 6, 2024, the proposed draft budget for Fiscal Year 2024-2025 was presented and reviewed at a regular meeting of the Board of Directors of the District; and

Whereas, the final budget for Fiscal Year 2024-2025 was presented and considered by the Board of Directors at a regular meeting of June 20, 2024; and

Whereas, the Board of Directors has determined that the proposed budget is consistent with the effective delivery of services by the District; and

Whereas, the Board of Directors has determined that the budget shows that with necessary Board action there will be sufficient District revenues and financial reserves to meet the District's financial obligations over the next fiscal year; and

Whereas, it is the desire of the Board of Directors to adopt the Operating and Capital Budget for Fiscal Year 2024-2025.

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the Operating and Capital Budget for Fiscal Year 2024-2025, attached hereto, is hereby approved and adopted.

Adopted, Signed, and Approved this 20th day of June, 2024.

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

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

Budget Summary

Budget Summary	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	\$ 10,276,744	\$ 11,871,600	\$ (1,068,100)	-8.25%
Recycle/Non-Potable	4,823,961	4,383,675	3,573,563	5,146,300	3,216,823	4,028,400	(1,117,900)	-21.72%
Water Sales Pleasant Valley	1,669,579	1,677,229	1,608,935	1,833,063	2,133,000	1,566,400	(266,663)	-14.55%
Meter Service Charge	2,346,434	2,515,456	2,608,044	2,792,500	2,711,000	3,291,700	499,200	17.88%
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	29,923	65,543	65,432	75,000	86,000	88,000	13,000	17.33%
Pump Zone Charges	55,411	47,212	35,239	52,000	32,500	35,000	(17,000)	-32.69%
Miscellaneous	70,149	23,872	51,038	-	7,500	-	-	-
Total Operating Revenues	\$ 25,623,549	\$ 25,086,326	\$ 21,578,789	\$ 27,663,863	\$ 23,180,567	\$ 26,394,700	\$ (1,269,163)	-4.59%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 9,401,950	\$ 7,701,097	\$ 5,070,510	\$ 6,824,973	\$ 5,507,365	\$ 4,401,600	\$ (2,423,373)	-35.51%
Calleguas Fixed Charge	853,914	913,008	906,822	941,928	937,050	980,200	38,272	4.06%
Conejo Creek Project-Thousand Oaks	958,007	702,978	132,123	862,205	1,114,000	938,800	76,595	8.88%
CamSan	-	72,109	816,017	149,787	167,000	58,100	(91,687)	-61.21%
Salinity Management Pipeline-Calleguas	159,937	203,701	75,237	266,896	144,783	254,400	(12,496)	-4.68%
Pumping & Production Power	1,446,955	1,790,639	1,718,085	1,866,178	2,023,301	2,776,800	910,622	48.80%
Total Production	\$ 12,820,763	\$ 11,383,532	\$ 8,718,794	\$ 10,911,967	\$ 9,893,499	\$ 9,409,900	\$ (1,502,067)	-13.77%
Regular Salaries	\$ 2,521,803	\$ 2,607,415	\$ 2,813,711	\$ 3,710,941	\$ 3,258,980	\$ 4,188,104	\$ 477,163	12.86%
Overtime/Standby	69,874	104,133	152,105	144,686	226,289	261,159	116,473	80.50%
Part Time	25,155	16,949	25,197	63,440	41,714	64,782	1,342	2.12%
Benefits	957,075	976,251	958,028	1,227,393	1,068,117	1,475,512	248,119	20.22%
Total Salaries & Benefits	\$ 3,573,907	\$ 3,704,748	\$ 3,949,041	\$ 5,146,460	\$ 4,595,100	\$ 5,989,557	\$ 843,097	16.38%
Outside Contracts	\$ 1,360,145	\$ 1,507,766	\$ 1,974,882	\$ 3,470,690	\$ 2,926,953	\$ 3,854,440	\$ 383,750	11.06%
Professional Services	266,470	1,075,087	703,768	2,202,450	1,113,774	1,218,450	(984,000)	-44.68%
Total Outside Cont/Profess Services	\$ 1,626,615	\$ 2,582,853	\$ 2,678,650	\$ 5,673,140	\$ 4,040,727	\$ 5,072,890	\$ (600,250)	-10.58%
Utilities	\$ 91,251	\$ 105,509	\$ 97,746	\$ 116,500	\$ 119,000	\$ 134,500	\$ 18,000	15.45%
Communications	64,503	75,190	89,688	76,500	76,500	80,350	3,850	5.03%
Pipeline Repairs	304,382	441,364	401,863	490,000	530,916	490,000	-	0.00%
Small Tools & Equipment	14,613	15,025	29,169	35,350	36,500	47,350	12,000	33.95%
Materials & Supplies	504,752	683,329	554,248	1,049,065	939,000	1,333,214	284,149	27.09%
Repair Parts & Equipment Maintenance	644,601	631,705	783,513	1,112,500	1,082,500	1,383,000	270,500	24.31%
Legal Services	25,937	57,714	50,660	105,000	60,000	90,000	(15,000)	-14.29%
Dues & Subscriptions	42,222	48,092	52,945	60,450	53,000	63,051	2,601	4.30%
Conference & Travel	3,494	15,245	24,266	23,400	23,400	24,900	1,500	6.41%
Safety & Training	18,182	24,672	21,888	46,700	25,000	66,200	19,500	41.76%
Board Expense	125,403	126,254	156,485	140,000	146,000	180,000	40,000	28.57%
Bad Debt	41,346	7,826	10,757	10,000	7,500	10,000	-	0.00%
Fees & Charges	196,206	205,883	288,658	322,375	302,300	342,875	20,500	6.36%
Insurance	87,097	93,408	116,009	141,000	130,000	180,000	39,000	27.66%
Total Supplies & Services	\$ 2,163,989	\$ 2,531,216	\$ 2,677,895	\$ 3,728,840	\$ 3,531,616	\$ 4,425,440	\$ 696,600	18.68%
Total Expenses	\$ 20,185,274	\$ 20,202,349	\$ 18,024,380	\$ 25,460,407	\$ 22,060,942	\$ 24,897,787	\$ (562,620)	-2.21%
Net Operating Revenues	\$ 5,438,275	\$ 4,883,977	\$ 3,554,409	\$ 2,203,456	\$ 1,119,625	\$ 1,496,913	\$ (706,543)	-32.07%
Less: Non-Operating Expenses								
Debt Service 2011A/2016	\$ 1,034,531	\$ 1,044,631	\$ 1,035,331	\$ 1,039,931	\$ 1,039,931	\$ 1,036,631	\$ (3,300)	-0.32%
Debt Service 2012	-	-	-	-	-	-	-	-
Rate Stabilization Contribution	295,000	150,000	70,000	-	-	70,000	70,000	-
Unfunded Accrued Liability Contribution	-	-	-	-	-	300,000	300,000	-
Capital Replacement Contribution	4,690,000	4,495,500	4,266,300	3,183,627	2,653,000	2,462,250	(721,377)	-22.66%
Total Non-Operating Expenses	\$ 6,019,531	\$ 5,690,131	\$ 5,371,631	\$ 4,223,558	\$ 3,692,931	\$ 3,868,881	\$ (354,677)	-8.40%
Add: Non-Operating Revenues								
Interest Revenues	\$ 141,595	\$ 129,914	\$ 1,276,286	\$ 1,404,272	\$ 2,042,000	\$ 1,760,000	\$ 355,728	25.33%
Taxes	700,753	721,241	772,770	791,000	812,000	850,000	59,000	9.51%
Total Non-Operating Revenues	\$ 842,348	\$ 851,155	\$ 2,049,056	\$ 2,195,272	\$ 2,854,000	\$ 2,610,000	\$ 414,728	18.89%
Net Operating Results	\$ 261,092	\$ 45,001	\$ 231,834	\$ 175,170	\$ 280,694	\$ 238,032	\$ 62,862	
Capital Fees	\$ 55,825	\$ -	\$ 289,325	\$ -	\$ 1,967,725	\$ -	\$ -	-
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	\$ 588,068	\$ -	\$ 6,170,340	\$ -	\$ -	
Capital Fees & Grants	\$ 1,642,372	\$ 16,236,962	\$ 819,902	\$ 175,170	\$ 6,451,034	\$ 238,032	\$ 62,862	

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

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 FY2024-25	*Increase (Decrease) over PY	% Change over PY
Revenues								
Water Sales:								
Potable	\$ 12,772,834	\$ 12,280,448	\$ 9,209,757	\$ 12,939,700	\$ 10,276,744	\$ 11,871,600	\$ (1,068,100)	-8.25%
Recycle/Non-Potable	4,823,961	4,383,675	3,573,563	5,146,300	3,216,823	4,028,400	(1,117,900)	-21.72%
Water Sales Pleasant Valley	1,669,579	1,677,229	1,608,935	1,833,063	2,133,000	1,566,400	(266,663)	-14.55%
Meter Service Charge	2,346,434	2,515,456	2,608,044	2,792,500	2,711,000	3,291,700	499,200	17.88%
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	\$ 18,442,567	\$ 20,860,100	\$ (1,961,463)	-8.59%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 9,401,950	\$ 7,701,097	\$ 5,070,510	\$ 6,824,973	\$ 5,507,365	\$ 4,401,600	\$ (2,423,373)	-35.51%
Calleguas Fixed Charge	853,914	913,008	906,822	941,928	937,050	980,200	38,272	4.06%
Conejo Creek Project	958,007	702,978	132,123	862,205	1,114,000	938,800	76,595	8.88%
CamSan	-	72,109	816,017	149,787	167,000	58,100	(91,687)	-61.21%
Salinity Management Pipeline-Calleguas	150,165	192,180	67,384	243,912	136,499	245,400	1,488	0.61%
Pumping & Production Power	1,446,955	1,790,639	1,718,085	1,866,178	2,023,301	2,776,800	910,622	48.80%
Total Production	\$ 12,810,991	\$ 11,372,011	\$ 8,710,941	\$ 10,888,983	\$ 9,885,215	\$ 9,400,900	\$ (1,488,083)	-13.67%
Regular Salaries	\$ 1,639,172	\$ 1,694,820	\$ 1,828,912	\$ 2,412,112	\$ 2,118,337	\$ 2,722,267	\$ 310,155	12.86%
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	959,083	161,278	20.22%
Total Salaries & Benefits	\$ 2,323,040	\$ 2,408,086	\$ 2,566,876	\$ 3,345,199	\$ 2,986,815	\$ 3,893,211	\$ 548,012	16.38%
Outside Contracts	\$ 662,585	\$ 772,568	\$ 1,002,474	\$ 2,066,848	\$ 1,730,144	\$ 2,342,336	\$ 275,488	13.33%
Professional Services	147,250	953,167	464,348	1,567,042	888,692	911,042	(656,000)	-41.86%
Total Outside Cont/Profess Services	\$ 809,835	\$ 1,725,735	\$ 1,466,822	\$ 3,633,890	\$ 2,618,836	\$ 3,253,378	\$ (380,512)	-10.47%
Utilities	\$ 71,569	\$ 82,105	\$ 73,477	\$ 85,925	\$ 88,400	\$ 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	\$ 2,903,196	\$ 3,613,866	\$ 554,664	18.13%
Total Expenses	\$ 17,677,179	\$ 17,566,320	\$ 14,895,049	\$ 20,927,274	\$ 18,394,062	\$ 20,161,355	\$ (765,919)	-3.66%
Net Operating Revenues	\$ 4,085,749	\$ 3,404,254	\$ 2,236,593	\$ 1,894,289	\$ 48,505	\$ 698,745	\$ (1,195,544)	-63.11%
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	1,446,400	1,649,250	(1,270,377)	-43.51%
Total Non-Operating Expenses	\$ 4,678,081	\$ 4,189,181	\$ 3,936,281	\$ 3,771,658	\$ 2,298,431	\$ 2,749,181	\$ (1,022,477)	-27.11%
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	\$ 197,074	\$ 209,564	\$ 103,371	
Capital Fees	\$ 55,825	\$ -	\$ 55,575	\$ -	\$ 163,175	\$ -	\$ -	-
Mitigation & In-Lieu Fees	1,324,678	-	298,743	-	4,202,615	-	-	-
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	8.05	3.50		

*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	\$ 10,276,744	\$ 11,871,600	\$ (1,068,100)	-8.25%
Water Sales to Pleasant Valley -CamSan	-	-	-	-	-	385,100	385,100	-
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	\$ 12,902,744	\$ 15,414,800	\$ (223,900)	-1.43%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 8,803,462	\$ 7,111,433	\$ 4,746,238	\$ 6,079,149	\$ 5,128,910	\$ 3,902,200	\$ (2,176,949)	-35.81%
Calleguas Fixed Charge	853,914	913,008	906,822	941,928	937,050	870,800	(71,128)	-7.55%
CamSan	-	-	-	-	-	58,100	58,100	-
Salinity Management Pipeline-Calleguas	150,165	192,180	67,384	243,912	136,499	245,400	1,488	0.61%
Pumping & Production Power	553,575	790,387	714,850	910,802	953,000	1,787,300	876,498	96.23%
Total Production	\$ 10,361,116	\$ 9,007,008	\$ 6,435,294	\$ 8,175,791	\$ 7,155,459	\$ 6,863,800	\$ (1,311,991)	-20.39%
Regular Salaries	\$ 1,065,462	\$ 1,101,633	\$ 1,188,793	\$ 1,567,873	\$ 1,376,919	\$ 1,769,474	\$ 201,601	12.86%
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	623,404	104,830	20.22%
Total Salaries & Benefits	\$ 1,509,976	\$ 1,565,256	\$ 1,668,470	\$ 2,174,380	\$ 1,941,429	\$ 2,530,588	\$ 356,208	16.38%
Outside Contracts	\$ 360,672	\$ 470,823	\$ 638,796	\$ 1,214,831	\$ 1,060,875	\$ 1,505,555	\$ 290,724	23.93%
Professional Services	87,610	555,074	265,255	947,122	628,220	596,882	(350,240)	-36.98%
Total Outside Cont/Profess Services	\$ 448,282	\$ 1,025,897	\$ 904,051	\$ 2,161,953	\$ 1,689,095	\$ 2,102,437	\$ (59,516)	-2.75%
Utilities	\$ 63,840	\$ 72,720	\$ 64,305	\$ 72,041	\$ 77,168	\$ 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	775,829	189,940	32.42%
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	\$ 2,075,185	\$ 2,735,206	\$ 509,305	260.48%
Total Expenses	\$ 13,611,989	\$ 13,207,792	\$ 10,595,772	\$ 14,738,025	\$ 12,861,168	\$ 14,232,031	\$ (505,994)	-3.43%
Net Operating Revenues	\$ 1,501,374	\$ 1,526,936	\$ 1,133,544	\$ 900,675	\$ 41,576	\$ 1,182,769	\$ 282,094	31.32%
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	851,000	1,582,750	145,523	10.13%
Total Non-Operating Expenses	\$ 1,803,066	\$ 1,999,536	\$ 2,338,063	\$ 2,258,904	\$ 1,672,677	\$ 2,584,461	\$ 325,557	14.41%
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	\$ 130,899	\$ 208,308	\$ 132,354	174.26%
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	\$ 4,496,689	\$ 208,308	\$ 132,354	

*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	\$ 3,216,823	\$ 4,028,400	\$ (1,117,900)	-21.72%
Water Sales Pleasant Valley - CCP/CWRF	1,669,579	1,677,229	1,608,935	1,833,063	2,133,000	1,181,300	(651,763)	-35.56%
Meter Service Charge	127,580	128,246	142,983	157,500	152,000	195,600	38,100	24.19%
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	\$ 5,539,823	\$ 5,445,300	\$ (1,737,563)	-24.19%
Operating Expenses								
Import Water Purchases-Calleguas	\$ 598,488	\$ 589,664	\$ 324,272	\$ 745,824	\$ 378,455	\$ 499,400	\$ (246,424)	-33.04%
Calleguas Fixed Charge	-	-	-	-	-	109,400	109,400	-
Conejo Creek Project	958,007	702,978	132,123	862,205	1,114,000	938,800	76,595	8.88%
CamSan	-	72,109	816,017	149,787	167,000	-	(149,787)	-100.00%
Production Power	893,380	1,000,252	1,003,235	955,376	1,070,301	989,500	34,124	3.57%
Total Production	\$ 2,449,875	\$ 2,365,003	\$ 2,275,647	\$ 2,713,192	\$ 2,729,756	\$ 2,537,100	\$ (176,092)	-6.49%
Regular Salaries	\$ 573,710	\$ 593,187	\$ 640,119	\$ 844,239	\$ 741,418	\$ 952,793	\$ 108,554	12.86%
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	335,679	56,448	20.22%
Total Salaries & Benefits	\$ 813,064	\$ 842,830	\$ 898,406	\$ 1,170,819	\$ 1,045,386	\$ 1,362,623	\$ 191,804	16.38%
Outside Contracts	\$ 301,913	\$ 301,745	\$ 363,678	\$ 852,017	\$ 669,269	\$ 836,781	\$ (15,236)	-1.79%
Professional Services	59,640	398,093	199,093	619,920	260,472	314,160	(305,760)	-49.32%
Total Outside Cont/Profess Services	\$ 361,553	\$ 699,838	\$ 562,771	\$ 1,471,937	\$ 929,741	\$ 1,150,941	\$ (320,996)	-21.81%
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	424,996	39,560	10.26%
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	\$ 878,660	\$ 45,359	5.44%
Total Expenses	\$ 4,065,190	\$ 4,358,528	\$ 4,299,277	\$ 6,189,249	\$ 5,532,894	\$ 5,929,324	\$ (259,925)	-4.20%
Net Operating Revenues	\$ 2,584,375	\$ 1,877,318	\$ 1,103,049	\$ 993,614	\$ 6,929	\$ (484,024)	\$ (1,477,638)	-148.71%
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	595,400	66,500	(1,415,900)	-95.51%
Total Non-Operating Expenses	\$ 2,875,015	\$ 2,189,645	\$ 1,598,218	\$ 1,512,754	\$ 625,754	\$ 164,720	\$ (1,348,034)	-89.11%
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	\$ 66,175	\$ 1,256	\$ (28,983)	
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	\$ 66,175	\$ 1,256	\$ (28,983)	

*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	\$ 8,284	\$ 9,000	(13,984)	-60.84%
Total Production	\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 8,284	\$ 9,000	\$ (13,984)	-60.84%
Regular Salaries	\$ 882,631	\$ 912,595	\$ 984,799	\$ 1,298,829	\$ 1,140,643	\$ 1,465,837	\$ 167,008	12.86%
Overtime/Standby	24,456	36,447	53,237	50,640	79,201	91,406	40,766	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	516,429	86,841	20.21%
Total Salaries & Benefits	\$ 1,250,867	\$ 1,296,662	\$ 1,382,165	\$ 1,801,261	\$ 1,608,285	\$ 2,096,346	\$ 295,085	16.38%
Outside Contracts	\$ 697,560	\$ 735,198	\$ 972,408	\$ 1,403,842	\$ 1,196,809	\$ 1,512,104	\$ 108,262	7.71%
Professional Services	119,220	121,920	239,420	635,408	225,082	307,408	(328,000)	-51.62%
Total Outside Cont/Profess Services	\$ 816,780	\$ 857,118	\$ 1,211,828	\$ 2,039,250	\$ 1,421,891	\$ 1,819,512	\$ (219,738)	-10.78%
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	\$ 3,666,880	\$ 4,736,432	\$ 203,299	4.48%
Net Operating Revenues	\$ 1,352,526	\$ 1,479,723	\$ 1,317,816	\$ 309,167	\$ 1,071,120	\$ 798,168	\$ 489,001	158.17%
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	1,206,600	813,000	549,000	207.95%
Total Non-Operating Expenses	\$ 1,341,450	\$ 1,500,950	\$ 1,435,350	\$ 451,900	\$ 1,394,500	\$ 1,119,700	\$ 667,800	147.78%
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	\$ 83,620	\$ 28,468	\$ (40,509)	
Capital Fees	-	-	233,750.00	-	1,804,550	-	-	-
Net Operating Results After Capital Fees & Grants	\$ -	\$ -	\$ 233,750	\$ -	\$ 1,804,550	\$ -	\$ -	\$ -

Debt Ratio 7.23 7.89 9.25 2.77 17.47 5.99

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

Revenues

Camrosa's revenues are received from seven major sources. Water Sales represent approximately 60% of the total revenues, Water Meter Service Charges are 11% of revenues, Sewer Service Charges are about 19%, Taxes 3%, interest 6% and a small amount from Special Service fees (new account starts, plan check fees, late penalties, and reconnection fees), and Pump Zone surcharges.

FY2023-24

Total operating and non-operating revenues for FY2023-24 are projected to be \$32,204,907 or approximately \$2,345,772 above budget. Even though there was a decrease in operating revenue due to a decrease in potable and non-potable water sales within the District below budgeted sales projections, the District received \$6,170,340 in Capital & Mitigation Fees. Total projected water sales served within the District of approximately 9,210 AF is below the budgeted sales of 12,614 AF.

FY2024-25

Water Sales The District treats water as a commodity, generating revenue by measuring consumption at the customer's meter. Water sales represent 60% of the Total Revenue. Water sales are greatly dependent on weather patterns.

The District uses a conservative three-year average projection for water sales volume. The budgeted sales for FY2024-25 is 10,686 AF, of which 5,945 AF is potable and 4,741 AF is non-potable/recycled water served within the District. Water sales include the adopted potable and non-potable commodity and meter rates effective July 1, 2024. FY2024-25 water sales revenues are projected to be \$15,900,000 within the District's service area. The District's Schedule of Water and Wastewater Rates is located in Appendix #3.

Non-potable water sold to Pleasant Valley County Water District (PVCWD) is captured in separate expense and revenue line items in the District's budget. The FY2024-25 budget projection for PVCWD water sales in the amount of \$1,566,400 of which 4,856 AF of Conejo Creek and 643 AF CWRP recycled water, using a three-year average of deliveries, and 500 AF of CamSan recycled water.

Meter Service Charges are monthly customer fees based on the size of the meter installed. Meter Service Charges account for 11% of Total Revenue for FY2024-25. FY2024-25 meter service charge revenue is expected to be \$3,291,700, based upon the average number of service connections and the meter service fee rates effective July 1, 2024. The District's Schedule of Water and Wastewater Rates is located in Appendix #3.

Sewer Service Charge revenues for the FY2024-25 budget year are expected to be \$5,513,600 or 19% of Total Revenue. Sewer Service Charges are billed to all customers as a flat monthly rate, currently \$48.77 (effective July 1, 2024). The estimated revenue for Sewer Service Charges is based upon the District's number of customers at the current flat monthly rate.

Interest revenue is budgeted at \$1,760,000 or 6% of the Total Revenue. Interest income is earned on the cash balance held in either in Local Agency Investment Fund (LAIF), Treasury Bills or held in reserves with the District's Fiscal Trustee. The budget uses a 4.01% rate of return in projected LAIF balances.

Tax revenue is budgeted at \$850,000 for FY2024-25, or 3% of the Total Revenue. Tax revenue is based upon an average of five years of historical receipts. The District receives property tax revenues collected by the County of Ventura via the Property Tax Roll and are remitted to the District semi-annually.

Spending limits for the District are governed by the 1979 passage of California Proposition 4, Limitations of Government Appropriations (Article XIII B of the California Constitution, commonly known as the GANN limit). Proposition 4 places an appropriations limit on most spending from tax proceeds. The District's FY2024-25 Gann Limit is \$1,032,057.

Capital Connection Fees are not being projected as part of the FY2024-25 budget. The District is near build-out, and while a few small developments may begin construction within the five-year financial forecast, their timing is uncertain and their capital contribution would be negligible.

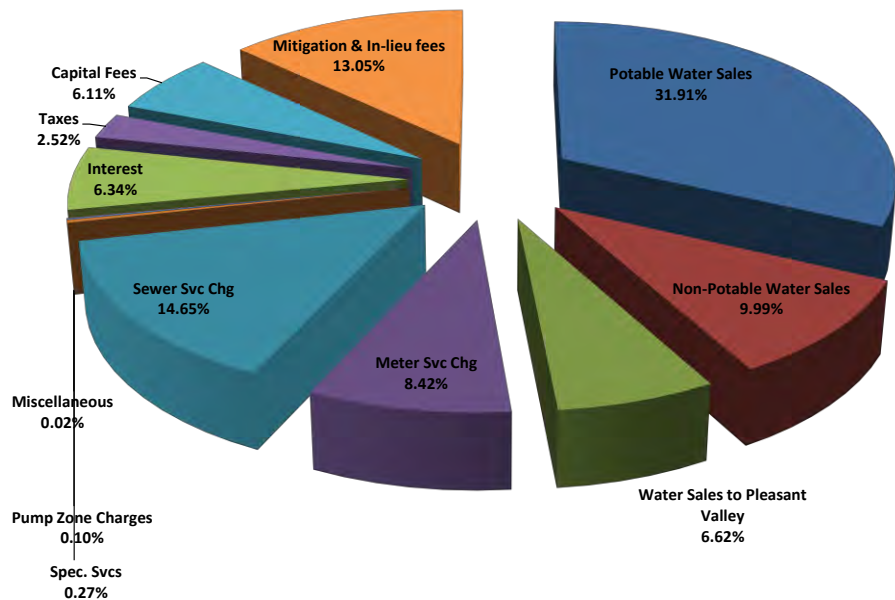
Special Services are various fees for turn-off/turn-on, late fees, and other miscellaneous administrative fees. Special Services revenues are budgeted at \$88,000. Revenue from Special Services is based upon our projected revenues for FY2023-24.

Pump Zone/Miscellaneous revenue applies to certain areas in the District that are situated at higher elevations and therefore require additional pumping. Revenues are estimated to be \$35,000 for FY2024-25 based on projected deliveries.

Total Revenues are expected to reach \$29,004,700 in June 30, 2025.

Comparison of Total Revenues

FY2023-24 Projected Operating & Non-Operating Revenues - \$32,204,907



FY2024-25 Budgeted Operating & Non-Operating Revenues \$29,004,700

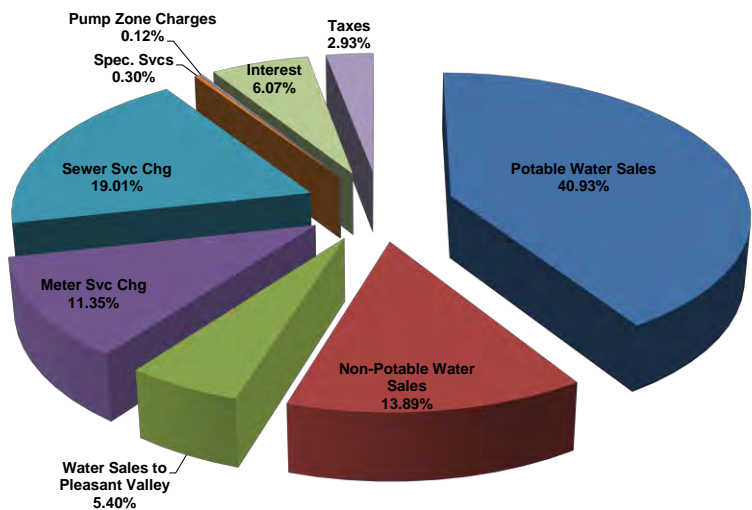


Figure 12 – Comparison of Total Revenues

Expense Centers

The Water Operations is separated between the potable and non-potable water programs, as distinct and self-supporting enterprises.

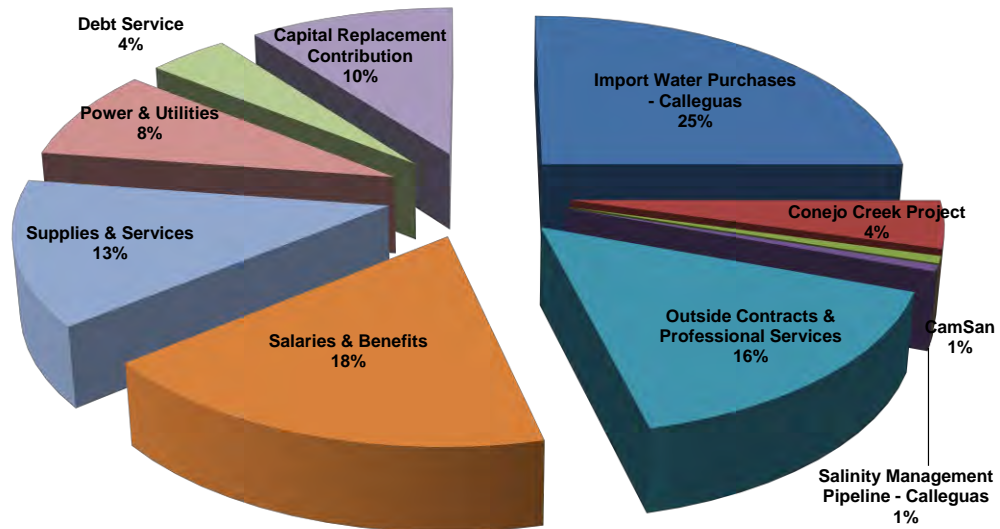
Salaries & Benefits and indirect support services are allocated to Water Operations (65%) and Wastewater Operations (35%), with the exception of the Water Quality Program, which is distributed 50:50 between the two programs. Non-operating revenues are allocated to the enterprise that generates the revenues with the exception of taxes, which are allocated 100% to Water Operations. Tax revenue distribution follows a cost-of-service methodology; all District customers receive water, and the tax rate is the same across the District, regardless of whether customers receive wastewater service from Camrosa or not.

Within the Water Operations, Salaries & Benefits are distributed 65% to the Potable Program and 35% to the Non-Potable Program. This allocation is based on what percentage of time staff spends on either system. An informal survey was conducted to determine the percentage allocation. All other indirect support services are distributed 52% to Potable and 48% to Non-Potable.

Debt Service costs are allocated to Water and Wastewater Operations based on the level of debt originally incurred in each enterprise.

Comparison of Total Expenses

FY2023-24 Projected Operating & Non-Operating Expenses - \$25,753,873



FY2024-25 Budgeted Operating & Non-Operating Expenses - \$28,766,668

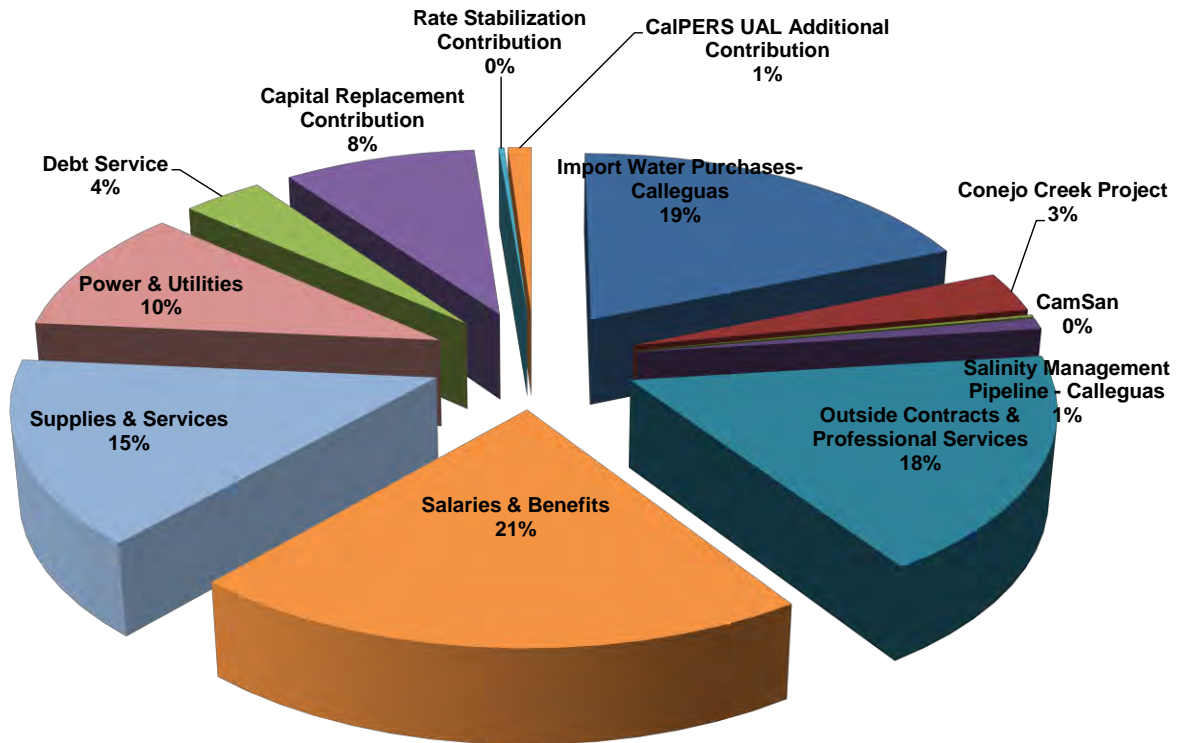


Figure 13 – Comparison of Total Expenses

Expense Summary By Program

The following pages summarize the District's individual Expense Programs; a detailed accounting is provided in Appendix #2. The Potable (Program 52) and Non-Potable (Program 53) programs both fall under the Water Operations; Wastewater Operations stands alone (Program 57). All other programs indirectly support both the Water and Wastewater Operations. The District's Salaries & Benefits are budgeted in Human Resources (Program 5) and allocated as described in Expense Centers, previously.

CAMROSA WATER DISTRICT



BUILDING WATER
SELF-RELIANCE

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Human Resources – Program 05

The objective of the Human Resources program is twofold: to capture all human resource costs in a single program in order to compare the total costs of this resource by fiscal year, and to capture all costs for later allocation to the three cost centers to simplify the accounting necessary to track labor costs. Included in this program are all Salaries and Benefits for both full-time and part-time personnel, temporary contract labor, and miscellaneous personnel support costs such as uniforms, certification fees, training, and travel. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Zero lost-time accidents.
- District employees continued advancement in water, wastewater, and laboratory certifications.
- Successfully recruited a Laboratory Analyst I, Field Service Technician II, Engineering and Capital Projects Manager, Assistant General Manager, and General Manager.
- Provided monthly safety training to all staff.
- Continued Part-Time Student Employee Program.
- Transitioned Updated 457 Plan administration from Empower to Lincoln Financial.
- Updated Profit Share Plan reinstatement to incorporate SECURE/CARES Acts.
- Initiated research on alternative retirement systems.

Goals for 2024-2025

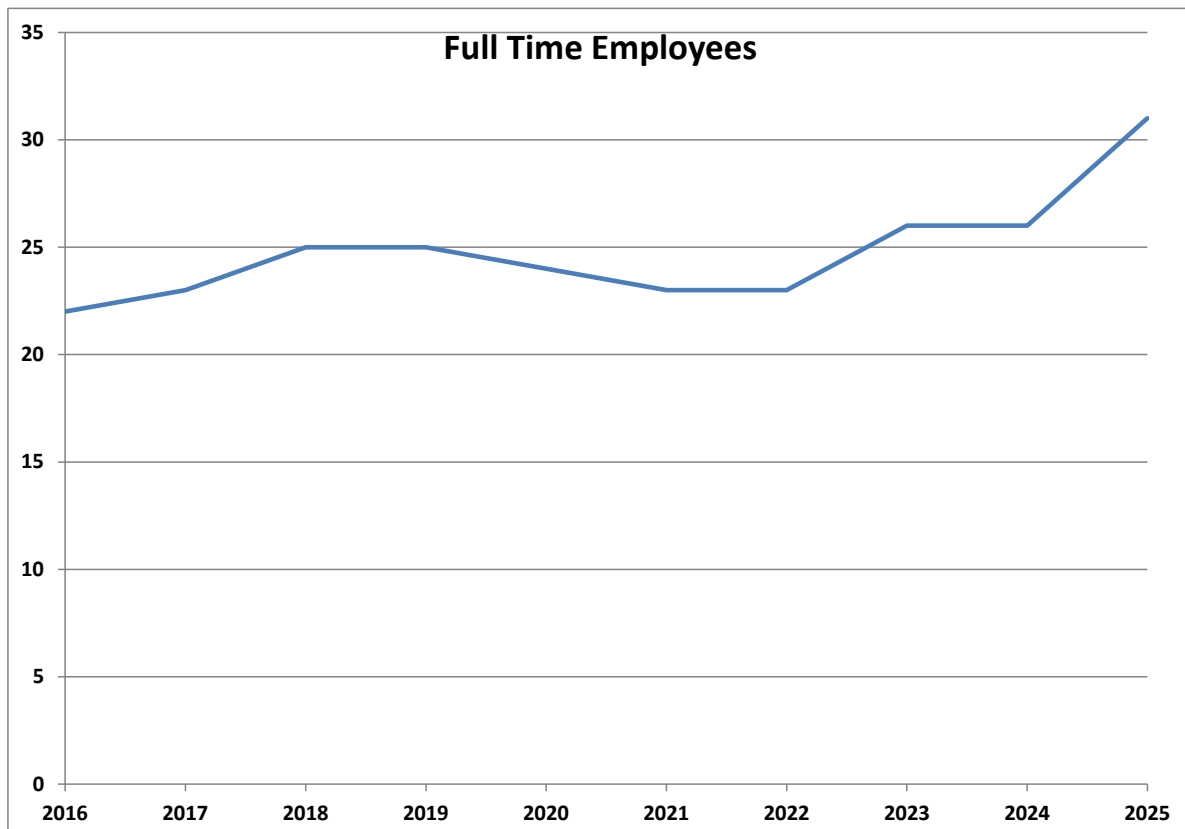
- Zero lost-time accidents.
- Enhance staff training and certification.
- Continue evaluation of alternative retirement plans.
- Continue outreach of the Part-Time Student Employee Program.
- Develop an employee mentoring program.
- Develop an Operator-in-Training (OIT) program to recruit, train, and develop the next generation of water and wastewater operators.
- Increase staffing to meet the needs of the District and support succession planning.
- Develop a strong core organizational structure to support the District Strategic Plan.

Human Resources – Program 05

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	\$ 4,188,105	\$ 477,164	12.86%
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	1,475,512	248,119	20.22%
Total Salaries & Benefits		\$ 3,573,907	\$ 3,704,748	\$ 3,949,039	\$ 5,146,460	\$ 4,595,100	\$ 5,989,557	\$ 843,097	16.38%
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	\$ 6,167,707	\$ 937,097	17.92%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 3,614,956	\$ 3,756,267	\$ 4,001,992	\$ 5,230,610	\$ 4,647,950	\$ 6,167,707	\$ 937,097	17.92%

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

The District's staffing needs have transitioned over time due to the addition of local supply facilities in pursuit of self-reliance, increasing technical sophistication, and ever-expanding regulatory demands. The table below shows the historic numbers of employees at year end through FY2023-24 and the number of employees budgeted for FY2024-25. The District will end the fiscal year with 26 employees, with three vacancies and budgeting for 31 employees for the coming fiscal year. The Board will evaluate the staffing needs to ensure the District goals identified in the Strategic Plan and the Master Plan can be met.



General Management– Program 10

The General Management program provides funds for expenses related to the general management of the District, including administrative, accounting, insurance, annual fees and charges, and other general expenses of the District. The program also contains funds for all Director-related expenses, including meeting fees, membership dues, conference and travel, and legal services. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Supported Board Member participation on regional Boards and with regional organizations.
- Supported Board Member participation in industry and association conferences.
- Updated Investment Policy and diversified investment portfolio by investing in treasury bills.
- Completed a five-year comprehensive rate study.
- Received the CSMFO Operational Budgeting Excellence Award for the tenth consecutive year.
- Received Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the ninth consecutive year.

Goals for 2024-2025

- Continue to support Board Member participation on regional Boards and with regional organizations.
- Continue to support Board Member participation in industry and association conferences.
- Selection of a new auditor.
- Pursue electronic accounts payable automation within the financial system.
- Pursue grant funding where available and appropriate.
- Update and implement the District's Record Retention Policy.

General Administration – Program 10

General Administration Program 10		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
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	635,450	(1,005,000)	-61.26%
Total Contracts & Professional Services		\$ 135,362	\$ 234,786	\$ 656,514	\$ 1,681,950	\$ 605,450	\$ 664,950	\$ (1,017,000)	1.28%
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	\$ 1,239,350	\$ (947,450)	-43.33%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 517,088	\$ 636,634	\$ 1,128,747	\$ 2,186,800	\$ 1,093,800	\$ 1,239,350	\$ (947,450)	-43.33%

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



Emergency Fuel Tank

Information Services – Program 11

The purpose of the Information Services program is to manage and improve communication. This involves communication with our customers, other agencies, and internally among Staff. The program tracks the cost of developing, maintaining, and delivering the information necessary to manage the District effectively. The program includes costs for developing and maintaining the computer network and its accessibility. This includes secure access to information databases such as web, email, billing, financial, AMR, GIS, SCADA, and Intranet and Internet Services across the local and wide area networks of the District. The costs for all voice and satellite communications, as well as secure access to all support subscriptions to hosted and onsite data services, are included in this program. Costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Completed AMR/AclaraOne project.
- Upgraded network backbone switches.
- Continued migration of virtual servers from MS-Hyper-V to VMWare (Tier 2 Historians and Domain Controller).
- Setup CISv5 Cloud Environment in support of Advanced CIS Billing System V3 to V5 Upgrade.
- Implemented multifactor authentication for email authentication.
- Migrated users from ArcGIS Desktop to GIS Web and Field Map apps.
- Installed security cameras at the Main Office, CWRF, RMWTP, Reservoir-1B, Conejo Creek Diversion, Conejo, and Lynnwood Well sites.
- Completed GPS locating of 100% of the district's water and wastewater distribution system assets and cleanup of GIS geo-databases.
- Implemented AllConnected Disaster Recovery as-a-Service (DRaaS) services to support business continuity in the event of server outages.
- Set up the Laboratory Information System (LIMS) server environment for water quality data management.
- Began migration of existing P: and H: drive file repositories to Microsoft SharePoint cloud hosting.

Goals for 2024-2025

- Start upgrade of District Workstations from Windows 10 to Windows 11.
- Complete the migration of existing P: and H: drive file repositories to Microsoft SharePoint cloud hosting.
- Investigate cloud-based replacement for on-premise Alchemy Data Repository server.
- Complete Advanced CIS Billing System V3 to V5 Upgrade.
- Investigate migration from Tyler Incode Parallels thin-client to web-based interface.

Fixed Assets

- Enterprise Office Printer \$7,000
- Cisco VPN Replacement \$8,000

Information Services – Program 11

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	\$ 702,840	\$ 59,750	9.29%
Professional Services	50230	47,000	-	-	-	-	-	-	-
Total Contracts & Professional Services		\$ 276,579	\$ 313,438	\$ 480,472	\$ 643,090	\$ 600,000	\$ 702,840	\$ 59,750	9.29%
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	\$ 823,690	\$ 63,600	8.37%
Fixed Assets	50600	\$ 6,354	\$ 42,276	\$ 11,241	\$ 25,000	\$ 17,027	\$ 15,000	\$ (10,000)	-
Total Expenses		\$ 375,606	\$ 439,469	\$ 589,617	\$ 785,090	\$ 705,527	\$ 838,690	\$ 53,600	6.83%

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



Reservoir 1B

Resource Planning & Engineering Services – Program 12

The Resource Planning program plans and develops water resources and wastewater treatment capacity to serve Camrosa's current and future customers. This involves researching and analyzing alternatives, developing and implementing programs, planning and managing capital projects, and facilitating institutional relations to increase and manage available water. The program also manages Camrosa's environmental review process and related permitting.

Engineering Services manages capital projects and assists in the evaluation, planning, and execution of projects to improve the efficiency of the water and wastewater systems. The program provides development oversight by calculating fees and charges, checking plans for compliance with District standards, inspecting developments and District projects, managing maps and records of completed projects, and providing underground facilities location for new construction or repairs by other utilities. These costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Completed installation of a new waterline under Conejo Creek.
- Completed air entrainment pilot study for Penny Well.
- Completed GAC Treatment Plant and put Conejo Wellfield back in production.
- Completed design for Iron/MN Treatment at PV Well No. 2.
- Completed design of Water Quality Sampling Stations (42 sites).
- Identified PV Well No. 3 location and began design.
- Completed design of new University well for RMWTP.
- Completed design for Ag3 Non-potable Water Tank.
- Completed design and issued contract for Solids Dewatering Press Facility at CWRP.

Goals for 2024-2025

- Complete construction for Iron/MN Treatment at PV Well No. 2.
- Complete construction of PV Well No. 2 and placed well into service.
- Complete rehabilitation of the University and Woodcreek Wells.
- Complete construction of Heritage Park Monitoring Well.
- Complete CWRP Effluent Pond Improvements.
- Complete construction of Water Quality Sampling Stations (42 sites).
- Complete design and begin construction for PV Well #3.
- Begin drilling/construction for new University well for RMWTP.
- Complete construction of Solids Dewatering Press Facility at CWRP.
- Begin design of new Pump Station for Zone 1 to Zone 2.
- Complete design for the expansion of SR Water Line to 24-Inch (Upland Rd to San Rafael Way).
- Begin design for replacement of PS# 4 and Ag2 Non-potable Water Tank.
- Complete design and begin construction for refurbishment of SR-10 Well.

Resource Planning & Engineering Services – Program 12

Resource Planning & Engineering Services Program 12		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
Contracts & Professional Services									
Outside Contracts	50220	\$ 3,339	\$ 13,704	\$ 14,702	\$ 256,000	\$ 53,478	\$ 50,000	\$ (206,000)	-80.47%
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	\$ 175,000	\$ (156,000)	-47.13%
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	\$ 176,100	\$ (160,500)	-47.68%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenses		\$ 17,889	\$ 18,182	\$ 14,702	\$ 336,600	\$ 66,478	\$ 176,100	\$ (160,500)	-47.68%

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



Woodcreek Well Rehabilitation

Water Resource Management – Program 22

The primary function of the Water Resource Management (WRM) program is to protect the District's existing sources of supply and develop new ones.

Camrosa's water resources are precious, and the District is committed to ensuring that these resources are not lost to deficiencies in its infrastructure or due to inaccuracies in metering devices or technology. To this end, the WRM program has developed a Comprehensive Water Loss Reduction Strategy and is dedicated to prioritizing these identified best practices to reduce water loss.

Proliferating State mandates exert pressure on the District's ability to meet customer demand and significant WRM activity is directed at working with state agencies and other water suppliers to implement these regulations in ways that don't compromise our existing sources, stifle innovation, or upset cost/benefit analyses. WRM cultivates relationships with state and federal legislators and state agency leadership and staff; participates in statewide working groups; and engages in legislative analysis and advocacy. WRM costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Developed the Camrosa Comprehensive Water Loss Reduction Strategy.
- Implemented quarterly water loss reporting to the Board.
- Identified water loss anomalies due to MTU and meter inconsistencies, replaced 1,800 MTUs and 391 meters and received Board approval for upgrading an additional 5,500 MTUs and 740 meters.
- Developed reporting strategy for new SWRCB and DWR reporting requirements.
- Made significant progress toward compliance with Federal and State Lead Service Line Inventory (LSLI) requirements.
- Participated in advocacy efforts to influence State policy and regulatory proposals for conservation legislation and water quality issues: including participation in workgroups with the State Water Board, Dept. of Water Resources, Metropolitan Water District, Calleguas Municipal Water District, and ACWA.
- Provided support for Customer Service for public outreach and conservation communication which included presentations to HOAs and updates to the Camrosa website.

Goals for 2024-2025

- Develop and implement prioritized elements of the Camrosa Comprehensive Water Loss Reduction Strategy that will consistently reduce water loss below 6%.
- Submit completed Lead Service Line Inventory to SWRCB.
- Engage with SWRCB/DWR on implementation of new legislation.
- Maintain and strengthen Camrosa's position as a key collaborator on State water policy development with other water agencies and organizations such as ACWA and CMUA.
- Continue to support Customer Service public outreach and communication programs.

Water Resource Management – Program 22

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



Esource Leak Detection Equipment

Customer Services – Program 24

The Customer Service program plays a crucial role in ensuring the efficient and effective delivery of water and sewer services to Camrosa customers. Customer Service Representatives answer customer questions and handle requests for service in a courteous and friendly manner and then as needed, dispatch technicians to address issues promptly. This program is responsible for generating and issuing bills for water and sewer services to customers, managing the collection of revenues from billings and capital improvement fees, and ensuring timely payments and proper accounting for the funds collected. Other responsibilities include addressing regulatory compliance and promoting conservation efforts by engaging in outreach efforts to promote water conservation among customers while ensuring customers' compliance with regulations regarding water use efficiency and cross-connection control. Costs are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Increased customer enrollment in Autopay/Recurring Payment Options from 41% to 43%, increasing convenience for customers and streamlining revenue collection processes for the District.
- Increased the number of customers opting to go paperless from 17% to 20%, resulting in cost-savings related to printing and mailing, and conservation of natural resources.
- Conducted initiatives to educate customers about water conservation practices and leak detection methods, thereby empowering customers to save on water bills.
- Initiated the upgrade of the utility billing system, demonstrating the District's commitment to improving operational efficiency and customer service quality by streamlining processes, enhancing accuracy, and offering new features and services to customers.

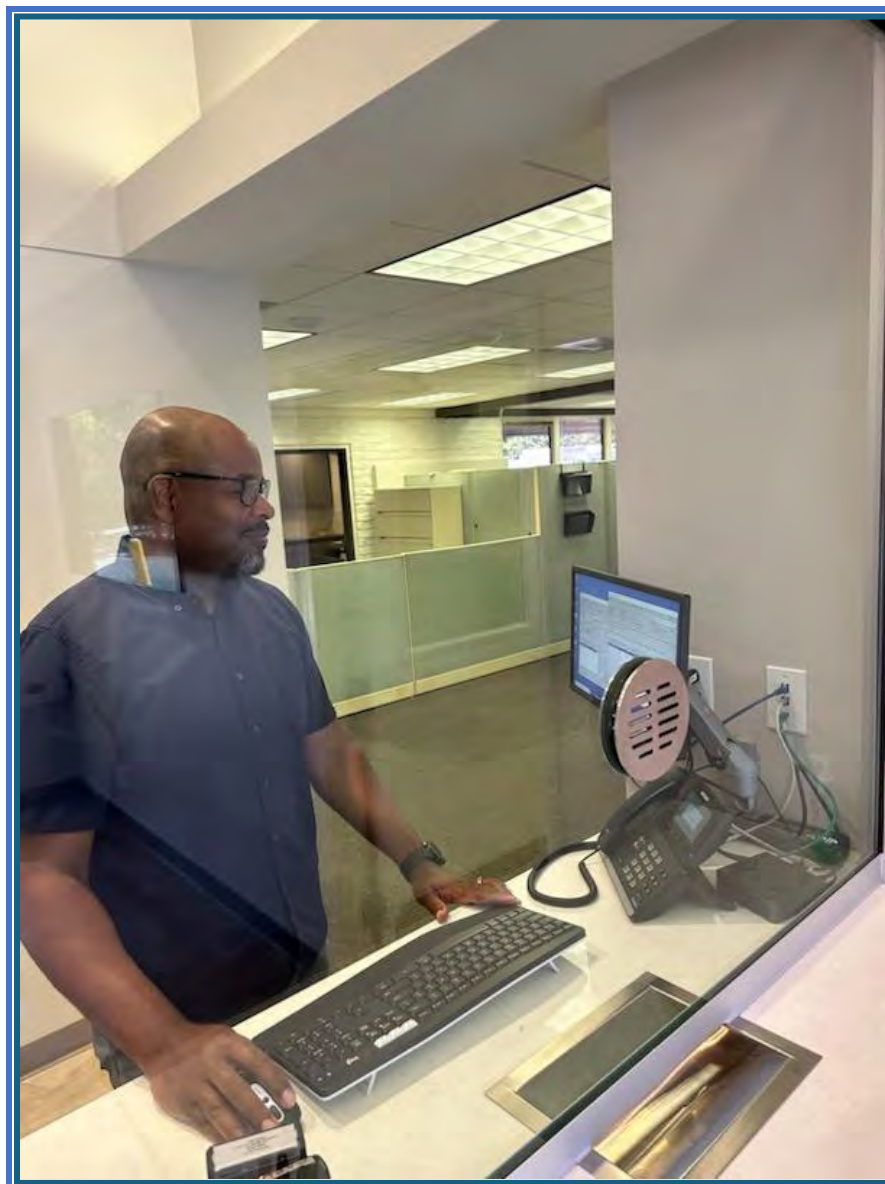
Goals for 2024-2025

- Enhance the customer experience by updating the payment and customer engagement portal to make it more user-friendly, intuitive, and efficient by implementing new features, improving navigation, and ensuring compatibility across devices.
- Expand efforts to encourage customers to opt for paperless billing and communication by including educational campaigns highlighting the environmental benefits, offering incentives, and simplifying the process for opting to go paperless.
- Increase enrollment in autopay to 50% and paperless e-billing to 25% through customer outreach, streamlined enrollment, targeted marketing, and exploring incentive programs.
- Strive for ongoing enhancement of customer service standards and operational efficiency by regularly evaluating and refining processes, implementing feedback mechanisms for customers, and staying updated on industry best practices.
- Invest in educating both customers and staff to enhance understanding of water conservation, billing processes, and customer service best practices through workshops, online resources, and targeted outreach efforts.
- Collaborate with other teams to develop and implement strategies aimed at reducing water loss with initiatives such as leak detection programs, meter replacement/infrastructure upgrades, and public awareness campaigns.
- Development and implementation of recently adopted SWRCB cross-connection requirements.

Customer Services – Program 24

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



Customer Services

Water Quality – Program 25

The Water Quality program ensures Camrosa meets and exceeds all state and federal water quality standards. We do this by operating two State-accredited environmental laboratories that monitor the District's drinking water wells, distribution system, sewer collection system, and treatment plant so the District can maintain optimal operation and quickly respond to water quality issues. The lab maintains the District's industrial waste program and applies for, negotiates, and manages primary operational permits. In an ever-expanding regulatory environment, Water Quality supports regulatory compliance with TMDLs, participates in legislative/regulatory advocacy, and contributes to internal and interagency studies in pursuit of new supplies and improved operations. Water Quality staff consult internally on project research, planning, and implementation. The costs for this program are allocated as overhead to the three cost centers.

Accomplishments for 2023-2024

- Zero violations: 100% compliance with all regulations and permits.
- Completed implementation of the laboratory portion of the Water Information Management System (WIMS).
- Assisted in the startup, testing, and operation of the Conejo Wellfield Granular Activated Carbon (GAC) treatment plant.
- Completed initial Copper and Lead Sampling required by the GAC Plant permit amendment.
- Passed performance testing for ELAP accreditation.
- Completed conversion of the District laboratories from ELAP-compliant to the new TNI compliance system as required by California law.
- Participated in Calleguas Creek Watershed Management group, including the TMDL implementation group and the Salts subcommittee.
- Recruited and trained a full-time laboratory analyst.
- Participated in public outreach by providing tours of the CWRP and RMWTP to college students from CSUCI and other school groups.
- Completed coordination for District-wide reporting and compliance accountability.

Goals for 2024-2025

- Zero violations: 100% compliance with all regulations and permits.
- Complete the Sequential Chlorination Project at CWRP and receive conditional approval letter from LARWQCB to perform sequential chlorination at the Wastewater Plant.
- Complete another round of Copper and Lead Sampling in July as required in the GAC Plant permit amendment.
- Complete the Sampling Station Project.
- Participate in the Unregulated Contaminant Monitoring Rule 5 (UCMR 5) which is mandated by the federal government to discover more "Constituents of Concern" for regulation.
- Convert disinfection at Penny Well from free chlorine to monochloramines.
- Ensure accurate and timely submission of all internal and external reporting.

Fixed Assets

- Bacti Incubators \$5,000
- Hydroclam Devices (2) \$16,000

Water Quality – Program 25

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	\$ 21,000	\$ 8,975	-
Total Expenses		\$ 117,775	\$ 101,020	\$ 125,501	\$ 220,965	\$ 173,800	\$ 188,465	\$ 62,964	50.17%

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



Laboratory

Buildings/Grounds & Rolling Stock – Program 26

The Buildings/Grounds & Rolling Stock program accounts for the maintenance of all District buildings, 65 acres of District property, approximately two miles of District roads, and the maintenance of the District's fleet and specialized facilities service equipment. This includes janitorial service, grounds maintenance, landscaping, fencing, weed control, and vehicle leasing and maintenance. These services reflect the District's objective of keeping all grounds secured for public safety, appealing to the eye, and optimally maintained. In addition, this program provides resources for a range of reliable vehicles and equipment, minimizing our reliance on outside contractors. Camrosa has 24 motor vehicles, 4 tractors, 2 forklifts, a trailer-mounted non-potable water pump, and multiple trailers in its fleet. These costs are allocated to the three cost centers.

Accomplishments for 2023-2024

- Renewed fleet vehicle leases, replaced a 2016 F-250, and added four additional Ford Rangers.
- Completed replacement of atmospheric monitoring system at CWRP headworks.
- Installed security cameras at the Main Office, CWRP, RMWTP, Reservoir-1B, Conejo Creek Diversion, Conejo, and Lynnwood Well sites.
- Completed routine tree trimming and weed control at District sites.
- Explored opportunities for solar power generation at the non-potable storage ponds.
- Procured a forklift for the PV well site.

Goals for 2024-2025

- Complete routine tree trimming and weed control at District sites.
- Develop a District plan to comply with California Zero Emission Vehicle requirements.
- Continue exploration and possible implementation of solar power generation opportunities at the non-potable storage ponds.
- Procure a new F-550 utility vehicle.
- Replace the roof on the O&M building.
- Perform a complete facility review to ensure efficient use by District personnel of equipment and material storage and operational facilities.

Fixed Assets

- Ford 550 Utility Vehicle \$250,000

Buildings/Grounds & Rolling Stock – Program 26

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



Lynnwood Well Forklift

Potable Water Production & Distribution – Program 52

The Potable Water Production & Distribution program produces and delivers clean, reliable potable water to the District's 8,200 service connections in a safe and cost-effective manner. The system includes more than 100 miles of transmission and distribution pipelines, a 1-MGD desalter facility, 10 reservoirs, 8 active wells, 11 Calleguas turnouts, 7 booster stations, 10 pressure-reducing stations, 1,300 valves, and 1,214 fire hydrants. These costs are allocated 100% to the potable water cost center.

Accomplishments for 2023-2024

- Achieved a 50:50 percent local groundwater production to imported water ratio.
- Continued distribution valve replacement program.
- Completed installation of a new waterline under Conejo Creek.
- Completed air entrainment pilot study for Penny Well.
- Completed GAC Treatment Plant and put Conejo Wellfield back in production.
- Completed annual potable production meter calibration.
- Developed a well maintenance and rehabilitation program.
- Completed design of Water Quality Sampling Stations (42 sites).
- Began distribution system flushing.
- Completed AMR/AclaraOne pilot Zone 1 and 2 installation of 1,800 MTUs.

Goals for 2024-2025

- Achieve a 60:40 percent local groundwater production to imported water ratio.
- Complete construction of PV Well No. 2 and place well into service.
- Complete rehabilitation of the University and Woodcreek Wells.
- Complete construction of Heritage Park Monitoring Well.
- Complete replacement of all meter station control cabinets.
- Complete construction for Iron/MN Treatment at PV Well No. 2.
- Complete construction of Water Quality Sampling Stations (42 sites).
- Implementation of the well maintenance and rehabilitation program.
- Complete distribution system flushing.
- Complete design and begin construction for a new supply well for the RMWTP.
- Complete AMR/AclaraOne MTU installation District-wide including 5,245 MTUs.
- Complete Meter Station #11 and Pressure Relief Stations rehabilitation.

Potable Water Production & Distribution – Program 52

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	\$ 5,128,910	\$ 3,902,200	\$ (2,176,949)	-35.81%
Calleguas Fixed Charges	50012	853,914	913,008	906,822	941,928	937,050	870,800	(71,128)	-7.55%
CamSan	50013	-	-	-	-	-	58,100	58,100	#DIV/0!
Salinity Management Pipeline-Calleguas	50011	150,165	192,180	67,384	243,912	136,499	245,400	1,488	0.61%
Production Power	50020	553,575	790,387	714,850	910,802	953,000	1,787,300	876,498	96.23%
Total Production		\$ 10,361,116	\$ 9,007,008	\$ 6,435,294	\$ 8,175,791	\$ 7,155,459	\$ 6,863,800	\$ (1,311,991)	-16.05%
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	314,500	(45,000)	-12.52%
Total Contracts & Professional Services		\$ 176,257	\$ 729,124	\$ 401,185	\$ 1,069,750	\$ 1,080,000	\$ 1,335,500	\$ 265,750	24.84%
Services & Supplies									
Utilities	50200	\$ 55,467	\$ 62,553	\$ 54,368	\$ 57,000	\$ 65,000	\$ 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	732,500	185,000	33.79%
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	\$ 1,775,000	\$ 2,365,075	\$ 471,000	24.87%
Total Operating Expenditures		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,010,459	\$ 10,564,375	\$ (575,241)	-5.16%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,010,459	\$ 10,564,375	\$ (575,241)	-5.16%

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



Unidirectional Flushing

Non-Potable Water Production & Distribution – Program 53

The Non-Potable Water Production & Distribution program delivers non-potable water to the District's customers in a safe and cost-effective manner. The non-potable system includes the Conejo Creek Diversion structure, 49 million gallons of surface storage area, 3 wells, 4 pumping stations, 4 reservoirs, 34 fire hydrants, and 23 miles of distribution pipelines. These costs are allocated 100% to the non-potable water cost center.

Accomplishments for 2023-2024

- Continued annual overhaul of Diversion debris screens.
- Calibrated all non-potable production meters.
- Completed annual sand removal at the ponds.
- Inspected and cleaned Reservoir 1A.
- Completed design for Ag3 Non-potable Water Tank.
- Developed a well maintenance and rehabilitation program.

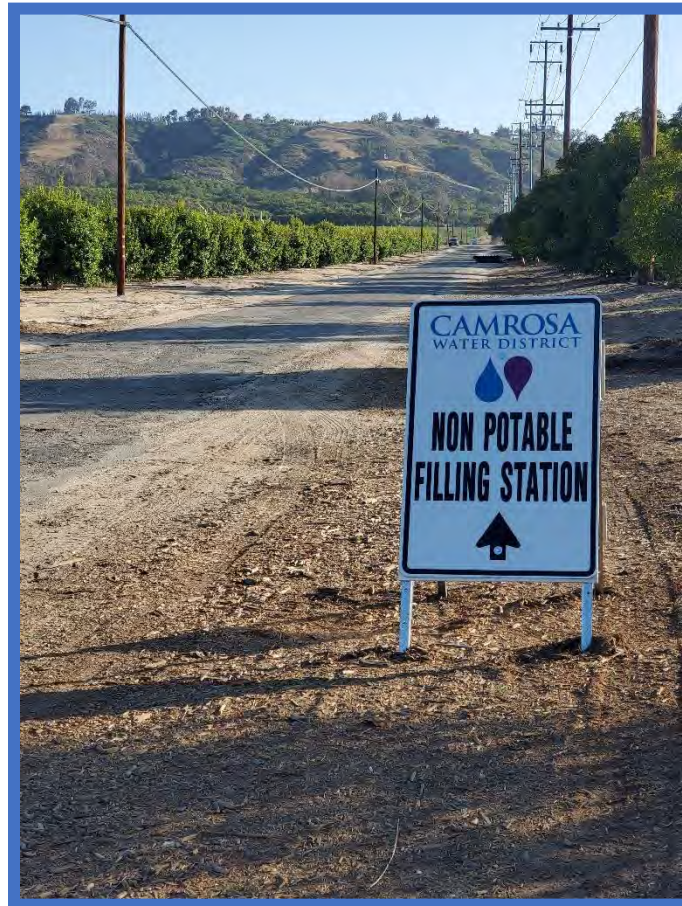
Goals for 2024-2025

- Continue annual overhaul of Diversion debris screens.
- Calibrate all non-potable production meters.
- Complete annual sand removal at the ponds.
- Continue annual sandbar removal at the Conejo Creek Diversion.
- Inspect and clean Reservoir 1A.
- Completed CWRP Effluent Pond Improvements.
- Complete design for the refurbishment of Ag2 Non-potable Water Tank and Pump Station #4.
- Complete design and begin construction for refurbishment of SR-10 Well.
- Implementation of the well maintenance and rehabilitation program.
- Complete AMR/AclaraOne MTU installation district-wide including 255 NP MTUs.
- Explore opportunities within the non-potable distribution system.

Non-Potable Water Production & Distribution – Program 53

Non-Potable Water Production & Distribution Program 53		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
Production									
Water Purchases-Calleguas	50010	\$ 598,488	\$ 589,664	\$ 324,272	\$ 745,824	\$ 378,455	\$ 499,400	\$ (246,424)	-33.04%
Calleguas Fixed Charges	50012	-	-	-	-	-	109,400	109,400	-
Conejo Creek Project	50011	958,007	702,978	816,017	862,205	1,114,000	938,800	76,595	8.88%
CamSan		-	72,109	132,123	149,787	167,000	-	(149,787)	-100.00%
Production Power	50020	893,380	1,000,252	1,003,235	955,376	1,070,301	989,500	34,124	3.57%
Total Production		\$2,449,875	\$2,365,004	\$ 2,275,647	\$ 2,713,192	\$ 2,729,756	\$ 2,537,100	\$ (176,092)	-6.49%
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	385,000	35,000	10.00%
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	\$ 537,000	\$ 10,000	1.90%
Total Operating Expenses		\$2,760,626	\$3,016,111	\$ 2,666,365	\$ 3,703,942	\$ 3,648,172	\$ 3,517,100	\$ (186,842)	-5.04%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 2,760,626	\$ 3,016,111	\$ 2,666,365	\$ 3,703,942	\$ 3,648,172	\$ 3,517,100	\$ (186,842)	-5.04%

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



Non-Potable Water Filling Station

Wastewater Collection & Treatment – Program 57

The Wastewater Collection & Treatment program provides for the operation, maintenance, and repair of the Camrosa Water Reclamation Facility (CWRF) and the sewer collection system, including 40 miles of collection lines, 6 lift stations, 4 siphon structures, and 1,350 manholes. Each year, two-thirds of this system receives hydro-cleaning, and suspected trouble spots are identified and videoed. The source control program ensures that industrial customers do not discharge materials hazardous to the treatment process and restaurants do not discharge grease into the collection system. The CWRF has helped increase the water resources available to the District. These costs are allocated 100% to the wastewater cost center.

Accomplishments for 2023-2024

- Cleaned two-thirds of the collection system.
- Completed annual calibration of all flow meters at CWRF.
- Continued construction of permanent ammonia injection facility for sequential chlorination.
- Rehabilitated 47 sewer manholes.
- Began design of Sewer Hotspot rehabilitation project.
- Completed design and began installation of Solids Dewatering Press Facility at CWRF.

Goals for 2024-2025

- Zero wastewater violations and zero sanitary sewer overflows.
- Complete construction of permanent ammonia injection system for sequential chlorination.
- Complete atmospheric monitoring system at CWRF headworks.
- Complete CWRF Effluent Pond improvements.
- Complete replacement of the Motor Control Center (MCC) at Sewer Lift Read Rd.
- Begin construction of the Sewer Hotspot rehabilitation project.
- Complete replacement of the Headworks bar screen at CWRF.
- Complete construction of Solids Dewatering Press Facility at CWRF.
- Complete annual calibration of all flow meters at CWRF.
- Complete replacement of atmospheric monitoring system at CWRF headworks.
- Rehabilitate an additional 40 sewer manholes.
- Complete design and begin construction for rehabilitation of Lift Station #4.
- Begin the design process at the CWRF for upgrading the Programmable Logic Controllers (PLC).
- Begin design to rehabilitate the CWRF power distribution system.

Wastewater Collection & Treatment – Program 57

Wastewater Collection & Treatment Program 57		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
Production									
Salinity Management Pipeline-Calleguas	50011	\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 8,284	\$ 9,000	\$ (13,984)	-60.84%
Total Production		\$ 9,772	\$ 11,521	\$ 7,853	\$ 22,984	\$ 8,284	\$ 9,000	\$ (13,984)	-60.84%
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	\$ 1,080,108	\$ 1,424,000	\$ 214,016	17.69%
Fixed Assets	50600	\$ 3,071	\$ 7,889	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 726,875	\$ 768,528	\$ 897,013	\$ 1,209,984	\$ 1,080,108	\$ 1,424,000	\$ 214,016	17.69%

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



Camrosa Wastewater Reclamation Facility Clarifier

Fixed Assets FY 2024-25

Program	Number	Item Description	Cost
25	100-25-01	Bacti Incubators	5,000
25	100-25-02	Hydroclam Devices (2)	16,000
11	100-25-03	Enterprise Office Printer	7,000
11	100-25-04	Cisco VPN Replacement	8,000
26	100-25-05	Ford 550 Utility Vehicle	250,000
Total Fixed Assets			\$ 286,000

Potable	105,570
Non-Potable	82,680
Wastewater	97,750
Total Fixed Assets	\$ 286,000

100-25-01 \$ 5,000 Bacti Incubator

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

100-25-02 \$16,000 Hydroclam Devices

Water Quality in the district's potable water distribution system is based on two major variables: The source water quality, and the blend ratios between sources. At any point in time, the blend ratios between the district's water sources can change. Real time monitoring of water quality parameters will provide the ability to view changes in water quality over time. This information will be valuable as the district can determine how the use of various water sources changes the water quality during differing demand scenarios. This device, known as the Hydraclam, measures chlorine residual, conductivity to determine total dissolved solids, system pressure, and chlorine residual. The device is battery powered and communicates its data via the 4G, 3G, or 2G cellular network. On the internet, in the cloud, a portal exists where personnel may retrieve results and trend data over time. Data may also be downloaded directly from the device.

100-25-03 \$ 7,000 Enterprise Office Printer

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

100-25-04 \$ 8,000 Cisco VPN Replacement

Staff's remote access to the District's internal informational and operational networks is provided through a secure Virtual Private Network (VPN) connection which encrypts and decrypts data as it flows between the client workstations and host networks. The current VPN application has been in place since 2014 and lacks some of the newer features and technology such as Security Assertion Markup Language (SAML) and Single Sign ON (SSO) technology that streamline authentication while maintaining a high level of security.

100-25-05 \$200,000 Ford 550 Utility Truck

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

Capital Projects Summary

During FY2024-25, the District completed a number of capital projects that improved potable water, non-potable water, and wastewater operations.

Potable water improvements included the completion of the Conejo Wellfield Treatment facility, CamSprings Waterline and distribution valve replacement projects. Non-potable included the Diversion Traveling Screen project. General improvement projects included completion of the Tier 2 Historian.

Carryovers and Closeouts

The following table summarizes the existing capital projects that were appropriated in prior fiscal years. Several of the capital projects are projected to be completed by June 30, 2024 and will be capitalized. Any unspent funds will be returned to the appropriate reserve fund. Ongoing capital projects will carryover into the FY2024-25 budget to be complete by June 30, 2025.

Project #	Prior FY Budget	FY 2023-24 Budget	Mid-Year Budget	Total Budget	Total Actual / Projected	Carryover	Closeouts De-Obligate	Description	Status
Completed Projects									
400-22-04	65,000	-	-	65,000	65,000	-	-	Tier 2 Historian	Completed
600-20-02	11,275,000	-	450,000	11,725,000	11,676,138	-	48,862	Conejo Wellfield Treatment	Completed
650-22-04	610,000	-	-	610,000	575,620	-	34,380	CamSprings Waterline	Completed
650-24-01	-	100,000	-	100,000	40,000	-	60,000	Distribution Valve Replacement	Completed
750-24-01	-	-	180,000	180,000	180,000	-	-	Diversion Traveling Screen	Completed
Total Completed	\$ 11,950,000	\$ 100,000	\$ 630,000	\$ 12,680,000	\$ 12,536,758	\$ -	\$ 143,242		
Carryovers									
400-22-02	504,000	-	-	504,000	320,000	184,000	-	Utility Billing System	Carryover
400-22-03	90,000	-	-	90,000	55,000	35,000	-	LIMS	Carryover
400-24-02	-	110,000	-	110,000	81,837	28,163	-	Network Backbone Switches	Carryover
500-22-01	400,000	-	-	400,000	185,000	215,000	-	Ammonia Injection (Sequential Chloramination)	Carryover
550-21-01	360,000	-	-	360,000	275,000	85,000	-	Sewer Lift Read Road MCC	Carryover
550-23-01	330,000	-	-	330,000	60,000	270,000	-	Collection System Hot Spots - Engineering Phase	Carryover
550-23-02	500,000	-	-	500,000	91,360	408,640	-	CWRF Headworks Bar Screen Replacement	Carryover
550-24-01	-	-	80,000	80,000	55,000	25,000	-	Confined Space Gas Monitoring	Carryover
550-24-02	-	-	350,000	350,000	-	350,000	-	CWRF Influent Pump	Carryover
600-23-01	180,000	-	-	180,000	100,000	80,000	-	PV Well #3 - Engineering Phase	Carryover
600-23-02	90,000	-	585,000	675,000	570,000	105,000	-	Pleasant Valley Monitoring Wells	Carryover
600-24-01	-	-	325,000	325,000	300,000	25,000	-	PV Well Iron/Manganese Removal	Carryover
600-24-02	-	-	40,000	40,000	32,000	8,000	-	Water Quality Sampling Stations - Engineering	Carryover
600-24-03	-	-	100,000	100,000	80,000	20,000	-	New University Well Engineering	Carryover
650-15-01	5,967,000	-	85,580	6,052,580	6,000,000	52,580	-	PV Well #2	Carryover
650-20-03	280,000	-	-	280,000	170,000	110,000	-	Meter Station Control Cabinets	Carryover
650-21-01	290,000	-	-	290,000	220,000	70,000	-	Meter Station 5 and 7 Rehabilitation	Carryover
650-24-02	-	-	910,000	910,000	866,000	44,000	-	Woodcreek Well Rehabilitation	Carryover
650-24-03	-	-	1,680,000	1,680,000	1,182,468	497,532	-	MTU and Meter Replacements	Carryover
750-23-01	150,000	-	-	150,000	148,886	1,114	-	AG3 Tank Replacement-Engineering	Carryover
900-18-02	2,158,000	-	2,006,100	4,164,100	188,914	3,975,186	-	De-watering Press	Carryover
900-18-03	1,501,500	-	-	1,501,500	1,350,000	151,500	-	Effluent Pond Relining	Carryover
Total Carryovers	\$ 12,800,500	\$ 110,000	\$ 6,161,680	\$ 19,072,180	\$ 12,331,465	\$ 6,740,715	\$ -		
Total CIPs	\$ 24,750,500	\$ 210,000	\$ 6,791,680	\$ 31,752,180	\$ 24,868,223	\$ 6,740,715	\$ 143,242		
Fixed Assets									
100-24-01	-	25,000	-	25,000	17,027	-	7,973	Fault Tolerant VMWare Host Environment	
100-24-02	-	3,500	-	3,500	2,768	-	732	Large Sample Refrigerator Laboratory	
100-24-03	-	2,500	-	2,500	2,000	-	500	Small Sample Refrigerators Laboratory	
100-24-04	-	10,000	-	10,000	8,561	-	1,439	Analytical Balance Laboratory-CWRF	
100-24-05	-	75,000	-	75,000	-	-	75,000	Ford 150 Truck	
100-24-06	-	200,000	-	200,000	-	-	200,000	Ford 550 Utility Vehicle	
100-24-07	-	45,000	-	45,000	45,000	-	-	Forklift for Lynnwood Well Site	
100-24-08	-	8,000	-	8,000	8,000	-	-	Hydroclam Device	
Total Fixed Assets	\$ -	\$ 369,000	\$ -	\$ 369,000	\$ 83,356	\$ -	\$ 285,644		
Total CIPS & Fixed Assets	\$ 24,750,500	\$ 579,000	\$ 6,791,680	\$ 32,121,180	\$ 24,951,579	\$ 6,740,715	\$ 428,886		

Capital Projects Carryover Details

The following capital projects were appropriated in prior fiscal years and to be completed in FY2024-25.

General Projects

400-22-02 \$ 504,000 Utility Billing System

The current billing system, Advanced CIS version 3, is antiquated and was placed online in 2007. Many routine processes are currently performed manually (e.g., late fees and deposits), which is not efficient. Migration to CIS version 5 will also include additional functionality such as mobile access for field technicians and web-based account and usage access for customers. This upgrade benefits all three cost centers. This project is expected to be completed by the end of calendar year 2024. This is a new project that was not included in the 2019 Rate Study.

400-22-03 \$ 90,000 Laboratory Information Management System (LIMS)

The labs currently use a combination of Excel, PDFs, and three-ring binders to manage information. A "laboratory information management system," or LIMS, would digitize this process, from field collection via a mobile app to an instrument interface to a fully integrated database. It would increase organization, improve accuracy, save time, streamline permit-related reporting, and maximize data shareability across users in the organization. This project is to be completed by the end of Fall of 2024. This is a new project that was not included in the 2019 Rate Study.

400-24-02 \$ 110,000 Network Backbone Switches

Network switches are an integral part of any modern communication system. Maintaining the supportability of individual components which comprise the network is an important factor since manufacturers will typically release security updates, bug-fix patches, and firmware revisions that may provide product enhancements over the life of the component. Funding this project will help ensure robust, supportable communications for administrative and SCADA networks are maintained. This project will be complete by July 31, 2024.

Potable Projects

600-23-01 \$180,000 PV Well #3 - Engineering

Agreements between the Pleasant Valley County Water District (PVCWD) and the Fox Canyon Groundwater Management Agency (FCGMA) have resulted in the exchange of non-potable surface water for potable groundwater within the Pleasant Valley Basin. This project provides a third well, in addition to the existing Woodcreek and Lynnwood Wells, within the Pleasant Valley Groundwater Basin to produce the District's increased pumping allocations. Both well and facility design is expected to begin in the Summer of 2024 and to be completed in the Summer of 2025. Upon completion of design, additional funding will be appropriated for the drilling and development of the well. This project was included in the 2024 Rate Study.

600-23-02 \$675,000 Pleasant Valley Monitoring Well

As part of Pleasant Valley Basin Management, the development of monitoring well in Heritage Park within the basin are necessary to collect groundwater data that will allow the District to better regulate and make decisions regarding, water quality, water levels, and other geophysical properties. The project involves the drilling of a 600' deep x 12" diameter well with 3 -3" stainless steel nested well casings. Provisions are included for future solar and communication by others. This project will be complete by the Summer of 2024. This project was included in the 2024 Rate Study.

Capital Projects Carryover Details (Continued)

600-24-01 \$ 325,000 PV Well Iron/Manganese Removal - Engineering

Groundwater quality within the Pleasant Valley Basin is generally of poor to moderate quality. Based on Hopkins 2022 report, water quality within this basin typically will continue to degrade over time. Providing the installation of Iron/Mn filtration equipment will improve water quality, increased reliability, and the ability for the District to eliminate the need to blend with costly imported water. Water quality from the PV Well No. 2 and Woodcreek Well are approaching the MCLs for certain constituents. Design and procurement specifications are underway, and it is expected that once the project is designed and placed out to bid, staff will return to the Board with a request for additional construction funding. Design is expected to be completed by July 2024. This project was included in the 2024 Rate Study.

600-24-02 \$ 40,000 Water Quality Sampling Stations - Engineering

Design and construction for the installation of new 42 water quality sampling stations strategically located in various pressure zones throughout the potable water system. Project consists of two phases: engineering and construction. Engineering is expected to be completed around mid-April 2024, after which the project will be advertised for public bidding for construction. Construction is projected to be completed by the end of June 2025. Additional funding for the construction phase will be requested upon awarding the construction contract. This project was included in the 2024 Rate Study.

600-24-03 \$ 100,000 New University Well - Engineering

The existing University Well (CSUCI #4) was constructed in 1987 and screened between 280 feet and 900 feet, its bottom depth. As a result of efficiency loss, in 2021 the well was taken offline, evaluated, and rehabilitated. Subsequent pumping data shows that the 2021 cleaning was not effective. In August 2022, Camrosa staff completed well profiling to establish both static and dynamic water quality information within the well. The results showed highly mineralized water, which is consistent with brackish water quality. In addition to other constituents, high levels of silica along with crystalline debris in the casing suggest a strong potential for formation influence and mechanical fouling. Once the design specifications for a new well are complete and construction costs known, staff will return to the Board to request additional funds for the well's construction. Design of the well is expected to be completed in July 2024.

650-15-01 \$6,052,580 PV Well #2

Agreements between the Pleasant Valley County Water District (PVCWD) and the Fox Canyon Groundwater Management Agency (FCGMA) have resulted in the exchange of non-potable surface water for potable groundwater within the Pleasant Valley Basin. This project provides a secondary well, in addition to the existing Woodcreek Well, within the Pleasant Valley Groundwater Basin to produce the District's increased pumping allocations. The new well was drilled in 2016 at the opposite end of Woodcreek Park from the Woodcreek Well. The original design included iron and manganese filtration; water quality analysis since the completion of the well led to removal of the iron and manganese filters from design. The well was brought online in 2020 with temporary piping and well housing while design was finalized and construction of the permanent site orchestrated. Construction of the well is anticipated to be complete by the end of Summer of 2024. This project was included in the 2019 Rate Study.

650-20-03 \$ 280,000 Meter Station Control Cabinets

Camrosa's meter stations control cabinets are aging and have limited functionality. The upgrade will include batteries for an estimated two-plus days of backup with full operational control of the station and interface with Calleguas. The current control cabinets have no backup provisions for power loss. Control cabinets at 11 meter stations will be replaced. This project is expected to be complete by the end of calendar year 2024. This project was included in the 2019 Rate Study.

Capital Projects Carryover Details (Continued)

650-21-01 \$ 290,000 Meter Station 5 and 7 Rehabilitation

Meter Station #5 and #7 are in need of rehabilitation. This rehabilitation effort would include replacing all the Cla-Val valves, replacing associated piping, vault maintenance and painting. This project is expected to be complete by the end of calendar year 2024.

650-24-02 \$ 910,000 Woodcreek Well Rehabilitation

The Woodcreek well was last rehabilitated approximately 10 years ago. At that time, the well was operating at 700 GPM. Today, well production has diminished to approximately 200 GPM. During an investigation and video of the well, it was determined that the well screen is in extremely poor condition, heavily plugged and contains several holes. Rehabilitation of the well will involve insertion of a new 8" stainless steel screen inserts, acid injection, swabbing, airlifting, and disinfection. In addition, a new freshwater lubrication pump will replace the existing oil lube system and will be installed at an increase depth. Work is expected to be complete by the middle of July 2024.

650-24-03 \$ 1,680,000 MTU and Meter Replacements

This project will address the aging components of the Automatic Meter Reading (AMR) system and also provide enhanced capabilities District wide for the potable, non-potable and recycled water distribution systems. The project is estimated to be completed by calendar year end 2024. This project was included in the 2024 Rate Study.

Non-Potable Water Projects

750-23-01 \$ 150,000 Ag 3 Tank Replacement – Engineering

The existing Ag3 tank was built in 1991. The tank is partially damaged, and its 50,000 gallons capacity is inadequate and needs to be upsized; during peak demands, it drains completely, limiting the availability of supply. In lieu of repairing, recoating, and providing necessary drainage and road improvements, the Ag system would benefit from constructing a larger, 100,000-gallon bolted and precoated tank. Site, drainage, roadway, and security improvements would be included in this project. This phase of the project design would include surveying, geotechnical study, evaluation of existing right-of-way, necessary grading/retaining walls, and various other site improvements, along with a preliminary budget estimate. Design is estimated to be complete by Summer 2024. Staff will return to request additional funding for construction. This project was included in the 2024 Rate Study.

Wastewater Projects

500-22-01 \$400,000 Ammonia Injection (Sequential Chlorination)

Camrosa's Waste Discharge Requirements (WDR) Order No. R4-2019-0118, the operating permit for the Camrosa Water Reclamation Facility (CWRF), approved the substitution of sequential chlorination for the extended chlorine contact times that would have been required by rerating the CWRF from its original 1.5 million gallons a day to 2.25 MGD. This project will require the installation of additional process control sensors, ammonia storage/containment, redundant peristaltic pumps, and associated piping, electrical, automation, and SCADA integration. Preliminary results of the sequential chlorination study, described in a report authored by Camrosa staff and submitted to the Los Angeles Regional Water Quality Control Board, proved that disinfection byproduct concentrations within the effluent NPDES and WDR permit limits can be realized while ensuring complete disinfection. This project is anticipated to be completed by the end of calendar year 2024.

Capital Projects Carryover Details (Continued)

550-21-01	\$360,000	Sewer Lift Read Road MCC
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Read Road Sewer Lift is located on Read Road and lifts the sewer 220 feet into the City of Thousand Oaks' collection system. The Motor Control Center (MCC) and related instrumentation is outdated and needs to be replaced to ensure operational reliability. This project is anticipated to be completed by the end of the calendar year 2024.

550-23-01	\$330,000	Collection System Hot Spots - Engineering Phase
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This project would engineer solutions to the District's sewer collection system hotspots. These "hotspots" are sections of sewer pipeline that have settled/sagged or encountered significant root infiltration, both of which conditions cause debris to accumulate and impede flow, which in turn can result in a sewer blockage and/or backup. Hotspots require constant attention and monitoring, including monthly cleaning by Ventura Regional Sanitation District. Staff has identified 15 hotspots that need to be investigated, realigned, and/or repaired or replaced. This project would identify limits of damaged sewer sections, conduct potholing (if needed), map slope alignment points, develop feasible alternatives, and prepare engineering drawings and specifications. Construction would proceed on a prioritized basis over several subsequent years. Sewer collection improvements were included in the 2019 rate study but the list of hotspots has been updated since. Design is estimated to be complete by the end of FY2024-25. This project was included in the 2024 Rate Study.

550-23-02	\$500,000	CWRF Headworks Bar Screen Replacement
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Replace Headworks bar screen at CWRF. Project includes screen removal, installation, startup and testing. The project is anticipated to be complete by the end of calendar year 2024. This project was included in the 2019 Rate Study.

550-24-01	\$ 80,000	Confined Space Gas Monitoring
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The CWRF Headworks structure is a two-story underground building that houses the main wastewater influent pumps. Because it is located underground, this building qualifies as a confined space that could become subject to hazardous atmospheric buildup. For safety reasons, air inside the structure is continuously monitored to ensure that it is safe to enter. This is done via a system of atmospheric sensors on each floor, warning lights and alarms, and a control panel that displays the current levels of oxygen, hydrogen sulfide, and methane gases. The equipment currently in place has failed, requiring operators to treat the entire facility as an unmonitored confined space. This project will replace the confined space gas monitoring system at the CWRF Headworks building with a new MSA system. This will be consistent with the previous system, which lasted over 20 years, and with our portable monitoring units that are all manufactured by MSA. The project is anticipated to be complete by the Summer of 2024.

550-24-02	\$350,000	CWRF Influent Pump
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Wastewater arrives at CWRF via the collection system. The three influent pumps lift the wastewater from the lowest level of the Headworks building up to the splitter box on the aeration ditches. During normal flow rates the plant uses two out of the three pumps, leaving the third for redundancy. One pump failed and was removed, torn down, inspected, and deemed rebuildable. During this timeframe a second pump failed and are currently down to only one operational pump. This project includes rebuilding our three existing pumps and purchasing a new spare pump. The project is anticipated to be completed by the end of calendar year 2024. This project was included as part of the Headworks Improvement project in the 2024 Rate Study.

Capital Projects Carryover Details (Continued)

900-18-02	\$4,164,100	De-watering Press
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The District spends approximately \$140,000 in outside contracts and 800 Camrosa labor hours a year to press, till, and dry sludge at the CWRF. A dewatering press facility would save these resources for other functions. The press facility would be located adjacent to the biosolids drying beds. Staff has identified a rotary fan press as the preferred machinery. The budget includes the costs of the fan press equipment and construction. The construction contract has been awarded with an estimated mobilization to start construction August 2024. The estimated performance period is 16 months (480 calendar days). This project was included in the 2024 Rate Study.

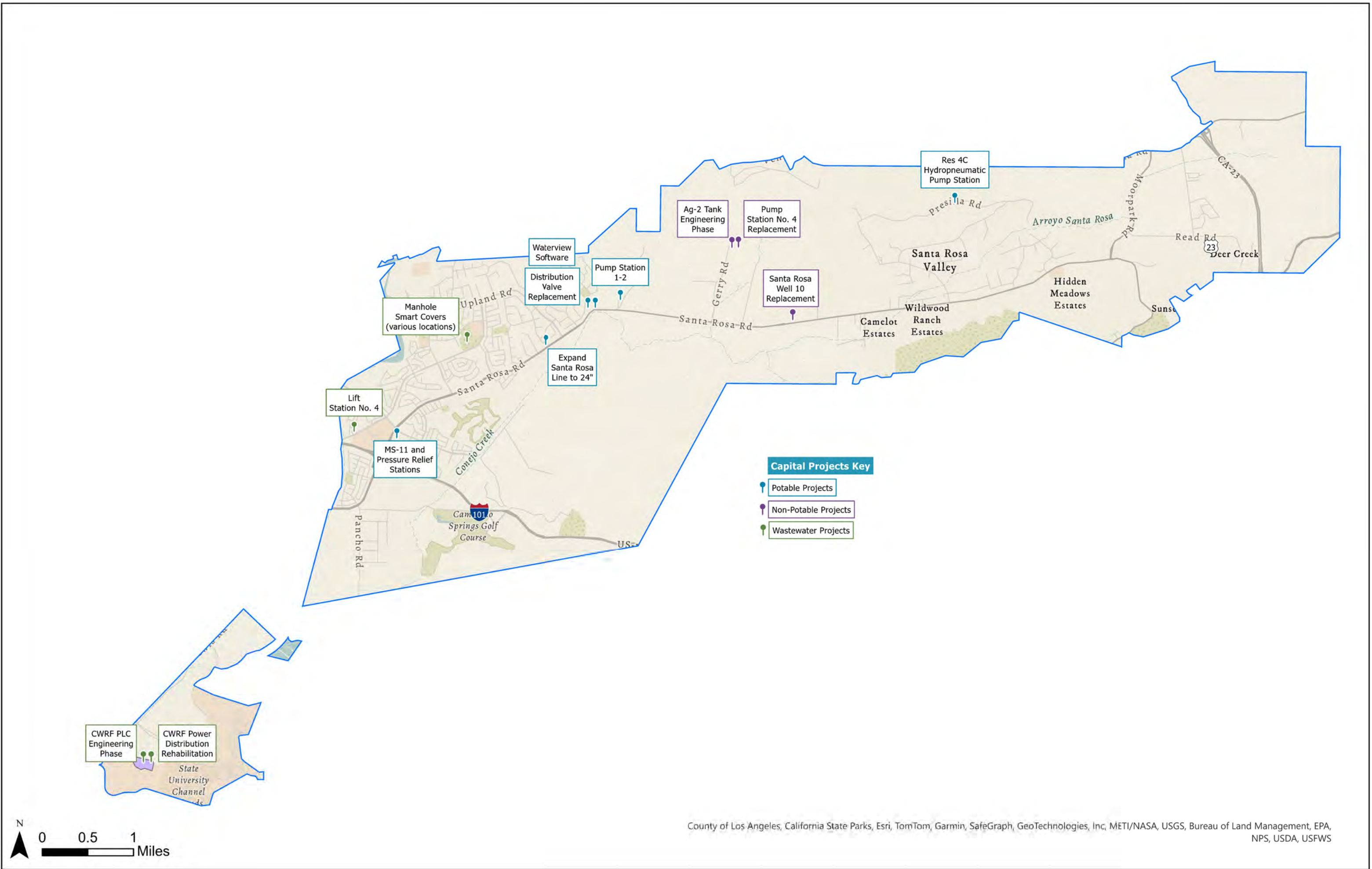
900-18-03	\$1,501,500	Effluent Pond Relining
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The existing effluent ponds at the CRWF were originally lined with a “hydraulic” lining, which can result in leakage. In addition, the ponds accumulate sediment, which promotes plant growth that in turn results in water loss and accelerated chlorine residual loss. Relining the ponds with soil cement creates a less permeable surface to reduce water loss through leakage and a more robust surface for easier cleaning with heavier equipment to reduce water loss through plant evapotranspiration. Costs include engineering, soil cement liner, waterstop, slide gate replacement, and bypass pipeline replacement. No outside maintenance labor or equipment is expected. Demolition of the existing liner, earthwork, pipeline construction, and soil cement installation were completed in FY2021-22. Longer-than anticipated lead times on specific items pushed this project into FY2023-24. The project is anticipated to be completed by Fall 2024. This project was included in the 2019 Rate Study.

Capital Projects FY 2024-25

The following table is a listing of the capital projects appropriated as part of the FY2024-25 budget and to be completed by the end of the fiscal year.

Capital Projects	Prior Year Appropriations	Budget FY 2024-25	Projected Mid-Year FY 2024-25	Total	Description
General Projects					
xxx-xx-xx	-	-	50,000	50,000	O&M Building Roofing
Total General Projects	\$ -	\$ -	\$ 50,000	\$ 50,000	
Potable Water Projects					
650-25-01	\$ -	150,000	940,000	1,090,000	4C Hydropneumatic Pump Station
600-25-01	-	120,000	675,000	795,000	Expand Santa Rosa Line to 24"
600-25-02	-	175,000	900,000	1,075,000	Pump Station 1-2
650-25-02	-	330,000	-	330,000	MS#11 & Pressure Relief Stations
650-25-03	-	100,000	-	100,000	Distribution Valve Replacement
650-25-04	-	70,000	-	70,000	WaterView Software
600-23-01	180,000	-	7,673,000	7,853,000	PV Well #3 - Engineering Phase
600-24-01	325,000	-	1,300,000	1,625,000	PV Well Iron/Manganese Removal
600-24-02	40,000	-	1,060,000	1,100,000	Water Quality Sampling Stations
600-24-03	100,000	-	4,085,000	4,185,000	New University Well
Total Potable Projects	\$ 645,000	\$ 945,000	\$ 16,633,000	\$ 18,223,000	
Non-Potable Water Projects					
750-25-01	-	215,000	760,000	975,000	Santa Rosa Well No. 10 - Refurbishment
750-25-02	-	325,000	1,310,000	1,635,000	Pump Station No. 4 Replacement
750-25-03	-	105,000	300,000	405,000	Ag 2 Tank- Engineering Phase
750-23-01	150,000	-	805,000	955,000	Ag 3 Tank Replacement
Total Non-Potable Projects	\$ 150,000	\$ 645,000	\$ 3,175,000	\$ 3,970,000	
Wastewater Projects					
500-25-01	-	90,000	-	90,000	Smart Covers
550-25-01	-	300,000	710,000	1,010,000	CWRF PLC - Engineering Phase
550-25-02	-	180,000	860,000	1,040,000	CWRF Power Distribution Rehabilitation
550-25-03	-	175,000	635,000	810,000	Lift Station No. 4
550-23-01	330,000	-	545,000	875,000	Collection System Hot Spots
Total Wastewater Projects	\$ 330,000	\$ 745,000	\$ 2,750,000	\$ 3,825,000	
Total CIPs	\$ 1,125,000	\$ 2,335,000	\$ 22,608,000	\$ 26,068,000	



Capital Projects FY 2024-25

Potable

650-25-01	\$150,000	4C Hydropneumatic Pump Station – Engineering
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The existing hydro station was built in 1975 and it is in poor condition. This station provides domestic, irrigation and fire services to the 4C hydro zone. The station has reached its lifespan and needs to be replaced/repared. The project was partially designed but was postponed until tank sizing analysis could be completed. The engineering phase will be completed by January 31, 2025. This project was included in the 2024 rate study.

600-25-01	\$120,000	Expand Santa Rosa Line to 24' – Engineering
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There is a minor flow restriction in the potable distribution system where the 24" potable water main from the Conejo Wellfield is reduced to 12" near the intersection of Upland and Santa Rosa Roads. While the existing flow restriction does not result in velocities that are greater than recommended, it does cause some minor pressure problems in the existing distribution system. Higher pressures experienced at the Conejo Wellfield cause increased maintenance and operational concerns. This project would extend the 24" pipeline 1,700 feet along Santa Rosa Road from the reduction point to where the 12" pipeline splits near San Rafael Way into two 12" pipelines, one that continues west along Santa Rosa Road and one that enters Leisure Village. The larger diameter pipe would reduce the head loss experienced in this section, improving flow and allowing for reliable, uniform pressures across the area. The engineering phase will be completed by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

600-25-02	\$175,000	Pump Station 1 to 2 – Engineering
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Construction of an additional pump station that can move water from Pressure Zone 1 to Pressure Zone 2 will hydraulically benefit the District. The construction of Lynnwood Well and the proposed construction of PV Well No. 3, excess locally produced water will need to be boosted into higher zones that are mostly served from imported water. A new pump station will assist in moving water to the District's higher zones. The engineering phase will be completed by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

650-25-02	\$330,000	Meter Station 11 & Pressure Relief Stations
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Rehabilitation of Meter Station #11 & three pressure relief stations. The rehabilitation effort includes replacing isolation valves, Cla-Val control valves, and associated piping, as well as performing vault maintenance. Electrical, instrumentation, lights, and exhaust fans will be updated. Air release valves will be relocated to outside of vault. Piping and corrosion control will be reconfigured and the facilities will be repainted. This is the total project cost, and it is to be completed by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

650-25-03	\$100,000	Distribution Valve Replacement
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The potable distribution system includes more than 200 miles of transmission and distribution pipelines, 1,300 mainline valves, and 1,100 fire hydrant valves. Most of these valves were installed in the late '60s and '70s. The Operations & Maintenance department replaces them as stuck or damaged valves are encountered and as part of both routine and emergency pipeline repairs. This project will be complete by the end of Fiscal Year 2024-2025. This project was included in the 2024 rate study.

650-25-04	\$ 70,000	Waterview Software
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This project is intended to bring the District into compliance with the reporting requirements of the Making Conservation a California Way of Life legislation, specifically with regards to Residential water use reporting, CII water use reporting, and reporting usage of Commercial, Industrial, and Institutional (CII) Dedicated Irrigation Meters (DIM) and Mixed Use Meters (MUM). It is expected to provide additional benefits, such as identifying and tracking excessive water use, so that the District may determine whether to reach out to said users regarding the possibility of a leak or employing more efficient technologies. The platform's i.d. capabilities would allow for a targeted response that saves outreach and intervention resources. This project will be complete by July 2027. This project was not part of the 2024 rate study.

Capital Projects FY 2024-25 (Continued)

Non-Potable

750-25-01 \$215,000 Santa Rosa Well No. 10 Refurbishment – Engineering

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

750-25-02 \$325,000 Pump Station No. 4 Replacement – Engineering

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

750-25-03 \$105,000 Ag 2 Tank – Engineering

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

Wastewater

500-25-01 \$90,000 Smart Covers

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

550-25-01 \$300,000 CWRP PLC – Engineering

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

550-25-02 \$180,000 CWRP Power Distribution System Rehab – Engineering

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

Capital Projects FY 2024-25 (Continued)

550-25-03 \$175,000 Lift Station No. 4 – Engineering

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

Reserves

Although Camrosa operates through a single-fund expense budget, the District's reserves are managed through several types of accounts and account categories. In general, reserves are established to accumulate funds to increase system capacity and accommodate growth, replace assets as they reach the end of their useful life, meet unanticipated emergencies, stabilize rates, and meet the covenants of debt issuance instruments and other agreements.

Restricted Reserves

The Capital Improvement Project (CIP) amount for FY2024-25 has been established at \$2,335,000. Unrestricted reserves have been appropriated and transferred into the restricted accounts. Reserves in the amount of \$879,529 are held with the District's Trustee in accordance with the bond covenants of the 2016 Revenue Bonds.

Unrestricted Reserves

Unrestricted reserves are accumulated, managed, and earmarked for use by policies developed and implemented by the Camrosa Board of Directors. The Board may amend, discontinue, or supersede these policies at its discretion to serve the best interests of the District. The policy was last updated October 2021.

There are five categories of Unrestricted General Fund Reserves. The Capital Improvement Funds are incremented by the amount of capital fees received from developers each year. The funds are reserved for future expansion of system capacity to meet demand generated as a result of new development and are decremented by the value of the capital projects approved each year for system expansion.

The Capital Replacement Funds are incremented at the end of the fiscal year with contributions from net operating results. The net operating results for each enterprise are distributed directly to the corresponding Capital Replacement Fund. The funds are for both short-term and long-term purposes. The objective is to provide funds for the current and future replacement of existing capital assets as they reach their useful lives. The reserve target level is a minimum of 5% of the replacement value of capital assets.

The Operating and Emergency Funds are incremented from net operating results after all other contributions to reserves have been made. The funds are to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the District's ability to sustain safe or reliable service. The reserve target level is 45 days of O&M expenses.

The Rate Stabilization Fund segregates funds for use in dampening revenue fluctuations or unexpected operational expenses. This fund is used to stabilize rates in the event of short to mid-term rate revenue loss, and/or higher than anticipated operating expenses that cannot be supported by normal revenues. The reserve target level is 10% of the prior year's rate revenue generated from commodity charges only.

Finally, the Pension Liability Reserve Fund segregates funds to manage the ongoing CalPERS Unfunded Accrued Liability. The fund is used for both short-term and long-term purposes. The objective is to provide funds needed to fully fund accrued liabilities. The target is to be 100% funded with a zero UAL balance. To attain 100% funding level the use of reserves may be set aside in the UAL fund to apply additional discretionary payments towards the liability as approved by the Board of Directors.

The FY2024-25 budget is projected to begin with \$35.4 million unrestricted reserves balance, of which \$286,000 is committed to fixed assets and \$2,335,000 is to new capital projects.

Reserves (Continued)

	Projected FY2023-24	CIP FY 2024-25	Fixed Assets FY2024-25	Projected Rate Stabilization Contribution	Projected UAL Contribution	Projected Capital Contributions	Projected Net Operating Results	Projected FY 2024-25
Unrestricted Reserves								
Potable Water Rate Stabilization Fund	\$ 270,625	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ 330,625
Non-Potable Water Rate Stabilization Fund	605,625	-	-	-	-	-	-	\$ 605,625
Wastewater Rate Stabilization Fund	263,750	-	-	10,000	-	-	-	\$ 273,750
Total Rate Stabilization Fund	\$ 1,140,000	\$ -	\$ -	\$ 70,000	\$ -	\$ -	\$ -	\$ 1,210,000
Potable Water Capital Replacement Fund (PWCRF)	\$ 16,308,732	\$ (650,000)	\$ (105,570)	\$ -	\$ -	\$ 1,582,750	\$ -	\$ 17,135,912
Potable Water Operating and Emergency Reserves (OER)	952,052	-	-	-	-	-	208,308	\$ 1,160,360
Potable Water Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	126,750	-	-	\$ 126,750
Potable Water Capital Improvement Fund (PWCIF)	549,454	(295,000)	-	-	-	-	-	\$ 254,454
Potable Water In-Lieu Fees (Shea Homes)	1,194,653	-	-	-	-	-	-	\$ 1,194,653
Potable Water Mitigation Fees (Day Ranch)	130,025	-	-	-	-	-	-	\$ 130,025
Potable Water Mitigation Fees (Rancho Sierra Apartments)	-	-	-	-	-	-	-	\$ -
Potable Water in-Lieu Fees (Rancho Sierra Apartments)	128,334	-	-	-	-	-	-	\$ 128,334
Potable Water Mitigation Fees (Fairfield Residential Apartments)	2,999,284	-	-	-	-	-	-	\$ 2,999,284
Potable Water in-Lieu Fees (Fairfield Residential Apartments)	956,671	-	-	-	-	-	-	\$ 956,671
Potable Water Mitigation Fees (LaPeyre Residential Home ADU)	6,489	-	-	-	-	-	-	\$ 6,489
Total Potable Funds	\$ 23,225,694	\$ (945,000)	\$ (105,570)	\$ -	\$ 126,750	\$ 1,582,750	\$ 208,308	\$ 24,092,932
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$ 5,835,695	\$ (645,000)	\$ (82,680)	\$ -	\$ -	\$ 66,500	\$ -	\$ 5,174,515
Non-Potable Water Operating and Emergency Reserves (OER)	546,514	-	-	-	-	-	1,256	\$ 547,770
Non-Potable Water Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	68,250	-	-	\$ 68,250
Non-Potable Water Capital Improvement Fund (NPWCIF)	-	-	-	-	-	-	-	\$ -
Non-Potable Water In-lieu Fees (Wildwood Preserve)	318,538	-	-	-	-	-	-	\$ 318,538
Total Non-Potable Funds	\$ 6,700,747	\$ (645,000)	\$ (82,680)	\$ -	\$ 68,250	\$ 66,500	\$ 1,256	\$ 6,109,073
Wastewater Capital Replacement Fund (WWCRF)	\$ 3,648,198	\$ (655,000)	\$ (97,750)	\$ -	\$ -	\$ 813,000	\$ -	\$ 3,708,448
Wastewater Operating and Emergency Reserves (OER)	558,905	-	-	-	-	-	28,468	\$ 587,373
Wastewater Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	105,000	-	-	\$ 105,000
Wastewater Capital Improvement Fund (WWCIF)	167,978	(90,000)	-	-	-	-	-	\$ 77,978
Total Wastewater Funds	\$ 4,375,081	\$ (745,000)	\$ (97,750)	\$ -	\$ 105,000	\$ 813,000	\$ 28,468	\$ 4,478,799
Total Unrestricted Reserves	\$ 35,441,522	\$ (2,335,000)	\$ (286,000)	\$ 70,000	\$ 300,000	\$ 2,462,250	\$ 238,032	\$ 35,890,804
Restricted Assets								
Grant Receivable PV Well	83,822	-	-	-	-	-	-	\$ 83,822
Total Receivables	\$ 83,822	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,822
Debt Reserves 2012	-	-	-	-	-	-	-	\$ -
Debt Reserves 2016	879,529	-	-	-	-	-	-	\$ 879,529
Total Restricted Assets	\$ 879,529	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 879,529
CIP								
Potable Water Capital Replacements	\$ 525,072	\$ 650,000	\$ 105,570	\$ -	\$ -	\$ -	\$ -	\$ 1,280,642
Non-Potable Water Capital Replacements	358,229	645,000	82,680	-	-	-	-	\$ 1,085,909
Wastewater Capital Replacements	2,895,170	655,000	97,750	-	-	-	-	\$ 3,647,920
Potable Water Capital Improvements	265,580	295,000	-	-	-	-	-	\$ 560,580
Potable Water Mitigation Fees	25,000	-	-	-	-	-	-	\$ 25,000
Wastewater Capital Improvements	2,671,664	90,000	-	-	-	-	-	\$ 2,761,664
Total CIP	\$ 6,740,715	\$ 2,335,000	\$ 286,000	\$ -	\$ -	\$ -	\$ -	\$ 9,361,715
Total Restricted Assets	\$ 7,704,066	\$ 2,335,000	\$ 286,000	\$ -	\$ -	\$ -	\$ -	\$ 10,325,066
Total Reserves minus Receivables	\$ 43,061,766	\$ -	\$ -	\$ 70,000	\$ 300,000	\$ 2,462,250	\$ 238,032	\$ 46,132,048

Reserves (Continued)

	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Projected FY2023-24	Projected FY 2024-25
Unrestricted Reserves					
Potable Water Rate Stabilization Fund	\$ 270,625	\$ 270,625	\$ 270,625	\$ 270,625	\$ 330,625
Non-Potable Water Rate Stabilization Fund	465,625	535,625	605,625	605,625	\$ 605,625
Wastewater Rate Stabilization Fund	183,750	263,750	263,750	263,750	\$ 273,750
Total Rate Stabilization Fund	\$ 920,000	\$ 1,070,000	\$ 1,140,000	\$ 1,140,000	\$ 1,210,000
Potable Water Capital Replacement Fund (PWCRF)	\$ 9,548,413	\$ 17,661,916	\$ 17,650,435	\$ 16,308,732	\$ 17,135,912
Potable Water Operating and Emergency Reserves (OER)	635,852	674,723	821,153	952,052	\$ 1,160,360
Potable Water Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	\$ 126,750
Potable Water Capital Improvement Fund (PWCIF)	1,331,889	1,397,209	1,512,418	549,454	\$ 254,454
Potable Water In-Lieu Fees (Shea Homes)	1,194,653	1,194,653	1,194,653	1,194,653	\$ 1,194,653
Potable Water Mitigation Fees (Day Ranch)	130,025	130,025	130,025	130,025	\$ 130,025
Potable Water Mitigation Fees (Rancho Sierra Apartments)	-	-	170,409	-	\$ -
Potable Water in-Lieu Fees (Rancho Sierra Apartments)	-	-	128,334	128,334	\$ 128,334
Potable Water Mitigation Fees (Fairfield Residential Apartments)	-	-	-	2,999,284	\$ 2,999,284
Potable Water in-Lieu Fees (Fairfield Residential Apartments)	-	-	-	956,671	\$ 956,671
Potable Water Mitigation Fees (LaPeyre Residential Home ADU)	-	-	-	6,489	\$ 6,489
Total Potable Funds	\$ 12,840,832	\$ 21,058,526	\$ 21,607,427	\$ 23,225,694	\$ 24,092,932
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$ 3,588,158	\$ 4,503,872	\$ 5,788,036	\$ 5,835,695	\$ 5,174,515
Non-Potable Water Operating and Emergency Reserves (OER)	478,970	479,254	480,339	546,514	\$ 547,770
Non-Potable Water Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	\$ 68,250
Non-Potable Water Capital Improvement Fund (NPWCIF)	-	-	-	-	\$ -
Non-Potable Water In-lieu Fees (Wildwood Preserve)	318,538	318,538	318,538	318,538	\$ 318,538
Total Non-Potable Funds	\$ 4,385,666	\$ 5,301,664	\$ 6,586,913	\$ 6,700,747	\$ 6,109,073
Wastewater Capital Replacement Fund (WWCRF)	\$ 1,234,409	\$ 2,633,053	\$ 2,973,101	\$ 3,648,198	\$ 3,708,448
Wastewater Operating and Emergency Reserves (OER)	385,120	390,966	475,285	558,905	\$ 587,373
Wastewater Unfunded Accrued Liability Reserve (UAL)	-	-	-	-	\$ 105,000
Wastewater Capital Improvement Fund (WWCIF)	702,316	84,456	369,528	167,978	\$ 77,978
Total Wastewater Funds	\$ 2,321,845	\$ 3,108,475	\$ 3,817,914	\$ 4,375,081	\$ 4,478,799
Total Unrestricted Reserves	\$ 20,610,452	\$ 30,858,665	\$ 33,152,254	\$ 35,441,522	\$ 35,890,804
Restricted Assets					
Grant Receivable PV Well	83,822	83,822	83,822	83,822	\$ 83,822
Total Receivables	\$ 83,822	\$ 83,822	\$ 83,822	\$ 83,822	\$ 83,822
Debt Reserves 2012	-	-	-	-	\$ -
Debt Reserves 2016	879,529	879,529	879,529	879,529	\$ 879,529
Total Restricted Assets	\$ 879,529	\$ 879,529	\$ 879,529	\$ 879,529	\$ 879,529
CIP					
Potable Water Capital Replacements	\$ 1,427,328	\$ 9,168,861	\$ 2,506,359	\$ 525,072	\$ 1,280,642
Non-Potable Water Capital Replacements	144,332	221,603	307,368	358,229	\$ 1,085,909
Wastewater Capital Replacements	2,768,781	2,079,957	2,818,572	2,895,170	\$ 3,647,920
Potable Water Capital Improvements	2,262,238	2,171,805	1,007,451	265,580	\$ 560,580
Potable Water Mitigation Fees	-	-	-	25,000	\$ 25,000
Wastewater Capital Improvements	1,197,859	1,223,165	823,304	2,671,664	\$ 2,761,664
Total CIP	\$ 9,159,469	\$ 14,865,391	\$ 7,463,054	\$ 6,740,715	\$ 9,361,715
Total Restricted Assets	\$ 13,475,762	\$ 15,828,742	\$ 8,426,405	\$ 7,704,066	\$ 10,325,066
Total Reserves minus Receivables	\$ 34,002,392	\$ 46,603,585	\$ 41,494,837	\$ 43,061,766	\$ 46,132,048

Reserve Accounts (Continued)

Potable Water - Unrestricted Reserves

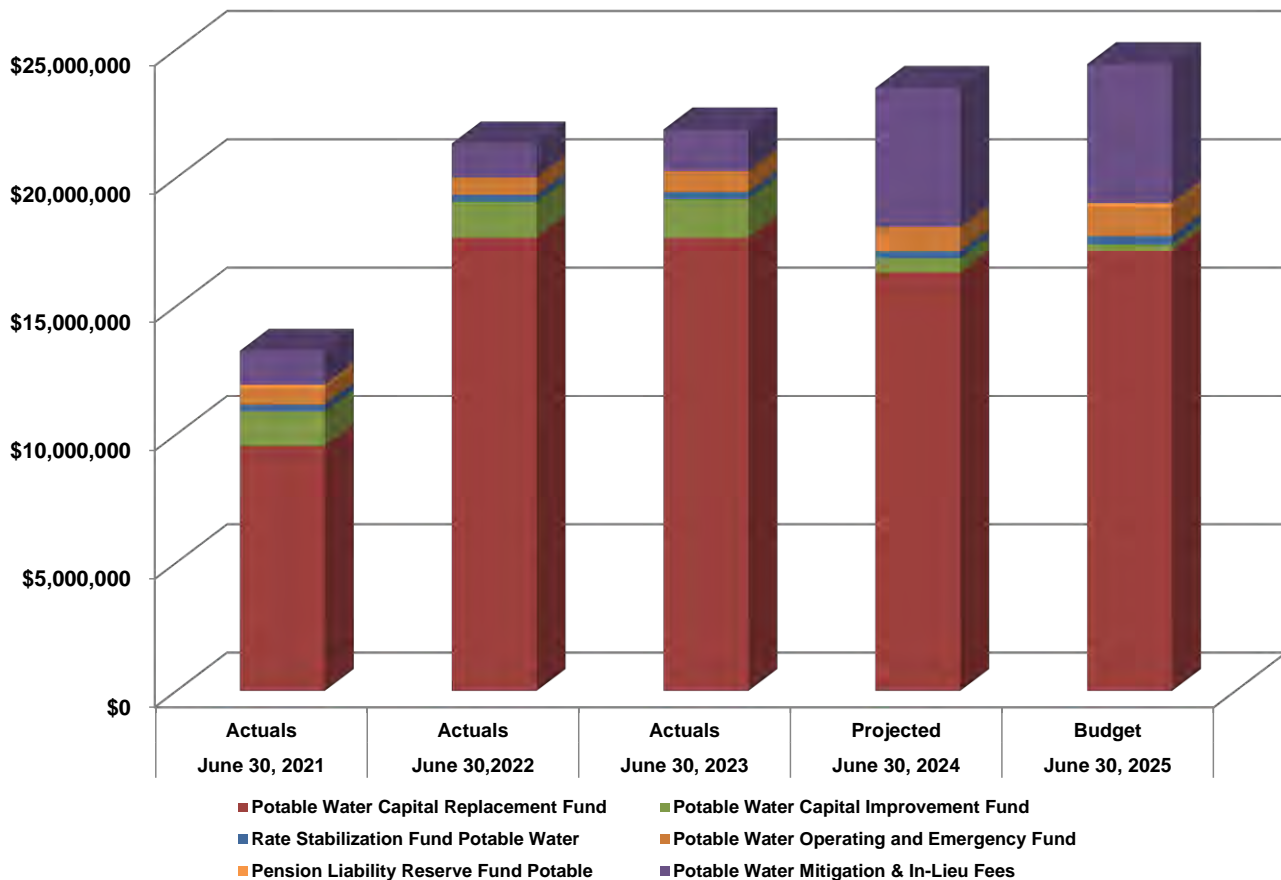


Figure 14 – Unrestricted Potable Water Reserves

The graph above reflects the various unrestricted reserve funds of the Potable Water Operations.

In FY2023-24, Potable Water Funds appropriated approximately \$4,091,070 towards Capital Projects, \$152,640 towards Fixed Assets. The FY2024-25 budget will appropriate \$945,000 from Potable water funds towards Capital Projects and \$105,570 towards Fixed Assets. The Potable Water Capital Replacement Fund receives funding from capital replacement contributions. The projected Capital Replacement Contributions amount for FY2023-24 is \$851,000. The Capital Improvement Fund receives funding from connection fees, in FY2023-24 the District received \$163,175 connection fees and \$4,202,615 mitigation and in-lieu fees. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District does not anticipate a contribution in FY2023-24. For FY2024-25, the District anticipates a contribution of \$60,000. The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of District business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe and reliable services and receives funding from the operating budget. In FY2023-24, the District projects a contribution of \$130,899 and anticipates a contribution of \$208,308 in FY2024-25. In FY2024-25, the District will start contribution to the Pension Unfunded Accrued Liability Reserve Fund, the anticipated contribution for the fiscal year is \$126,750.

Reserve Accounts (Continued)

Non-Potable Water - Unrestricted Reserves

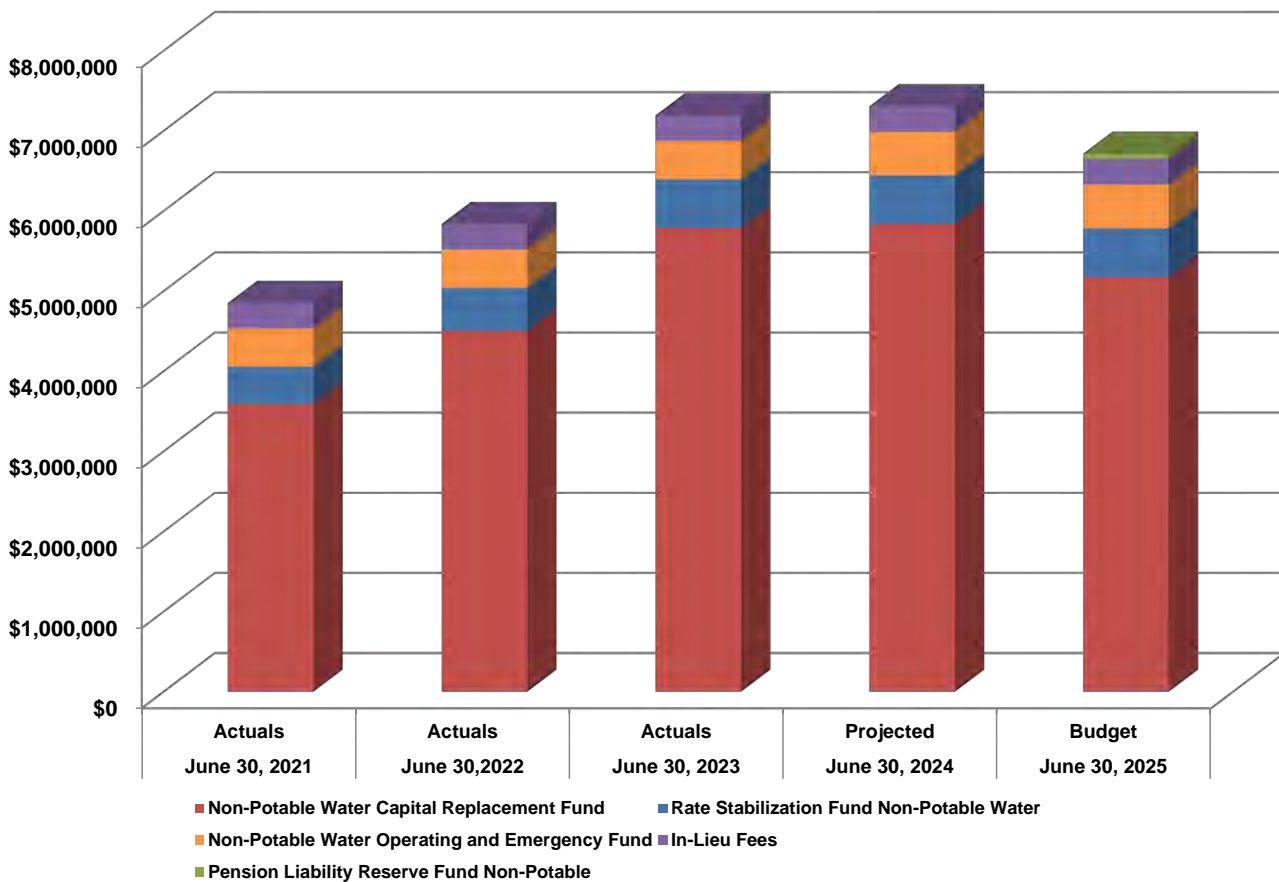


Figure 15 – Unrestricted Non-Potable Water Reserves

The graph above reflects the various unrestricted reserve funds of the Non-Potable Water Operations.

In FY2023-24, Non-Potable Water Funds appropriated approximately \$540,760 towards Capital Projects and \$99,360 towards Fixed Assets. The FY2024-25 budget will appropriate \$645,000 from Non-Potable Water Funds towards Capital Projects and \$82,680 towards Fixed Assets. The Non-Potable Water Capital Replacement Fund receives funding from capital replacement contributions. The Capital Replacement Contributions for FY2023-24 are projected to be approximately \$595,400. This contribution will improve the District's ability to pay for future capital projects. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District does not project a contribution to the fund for FY2023-24 nor FY2024-25. The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe or reliable services and receives funding from the operating budget. In FY2023-24, the District projects a contribution of \$66,175 and anticipates contributing \$1,256 in FY2024-25. In FY2024-25, the District will start contribution to the Pension Unfunded Accrued Liability Reserve Fund, the anticipated contribution for the fiscal year is \$68,250.

Reserve Accounts (Continued)

Wastewater - Unrestricted Reserves

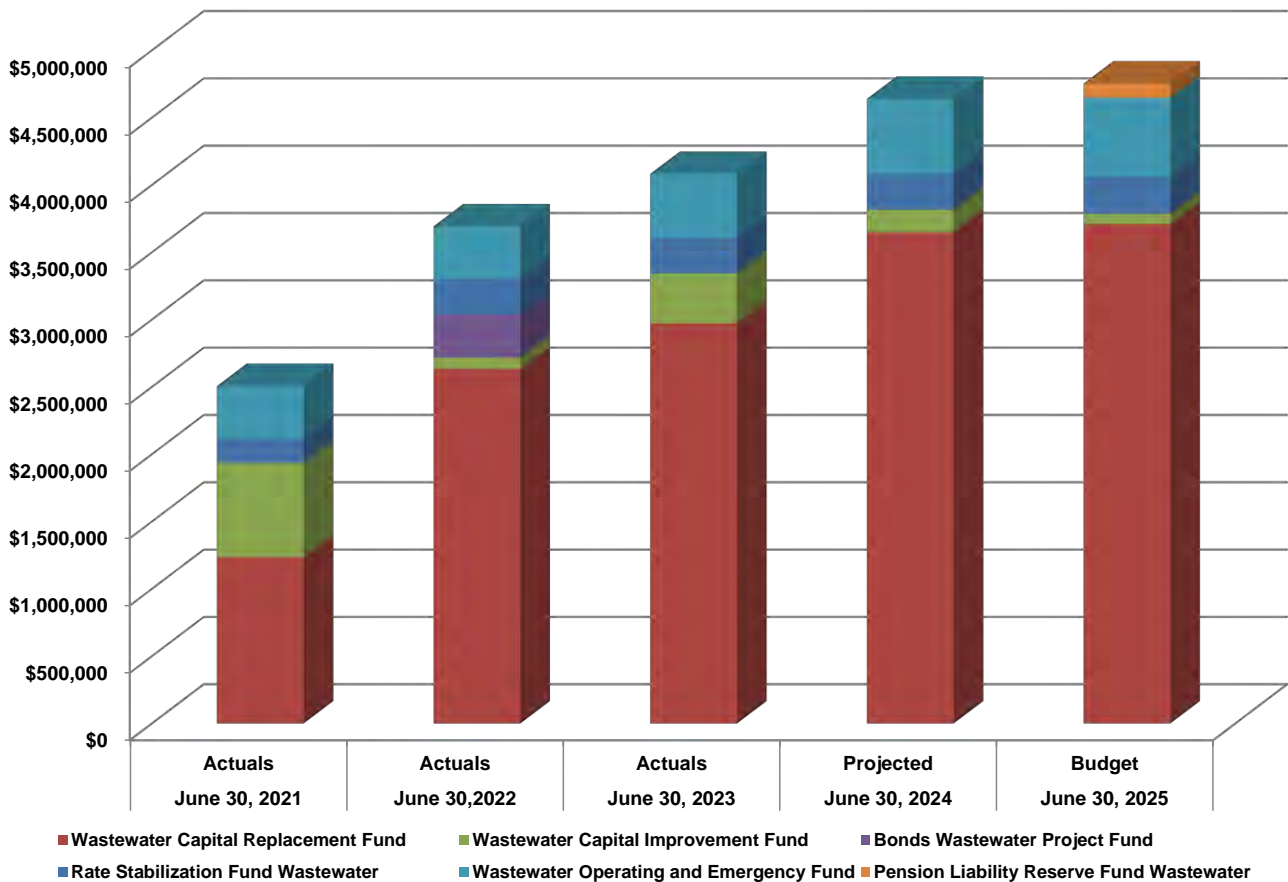


Figure 16 – Unrestricted Wastewater Reserves

The graph above reflects the various unrestricted reserve funds of the Wastewater Operations.

In FY2023-24 Wastewater funds appropriated approximately \$2,524,850 towards Capital Projects and \$117,000 towards Fixed Assets. The FY2024-25 budget will appropriate \$745,000 from Wastewater funds towards Capital Projects and \$97,750 towards Fixed Assets. The Wastewater Capital Replacement Fund receives funding from capital replacement contributions. The Capital Replacement Contributions for FY2023-24 are projected to be \$1,260,000. The Capital Improvement Fund receives funding from connection fees, in FY2023-24 the District received connection fees in the amount of \$1,804,550. The Rate Stabilization Fund is used to dampen revenue fluctuations or unexpected operational expenses and receives funding from the operating budget. The District does not project a contribution to the fund for FY2023-24. For FY2024-25, the District projects a contribution to the Rate Stabilization Fund in the amount of \$10,000. The Operating and Emergency Fund is to provide financial flexibility in the day-to-day conduct of District business and to respond quickly to emergency situations that may pose threats to public health and the ability to sustain safe or reliable services and receives funding from the operating budget. In FY2023-24, the District projects a contribution of \$83,620 and anticipates contributing \$28,468 in FY2024-25. In FY2024-25, the District will start contribution to the Pension Unfunded Accrued Liability Reserve Fund, the anticipated contribution for the fiscal year is \$105,000.

Debt Service

The District's debt rating is "AA" from Standard & Poor's. The debt rating was upgraded on October 12, 2016 from "AA-" to "AA".

The District's outstanding debt consists of the Series 2011A/2016A Water and Wastewater Revenue Bonds.

The District issued \$9,630,000 in 2011A Project bonds in September 2011. Proceeds of the bonds funded \$6,508,000 of water capital projects and \$2,447,000 of wastewater capital projects. Subsequently in September 2016, the District advance refunded the 2011A bonds and obtained additional funding in the amount of \$6,000,000, with the issuance of the Water and Wastewater Refunding Revenue Bonds Series 2016A, for water projects. Refunding resulted in more than \$663,000 in net present value savings, lowering the District's annual debt service payment.

The annual debt service payments for FY2024-25 on the Series 2011A/2016 will be approximately \$1,036,631. Approximately \$191,700 is paid with sewer service revenues. The remaining \$844,931 is paid with water revenue. A complete debt service schedule is located in Appendix #4.

A condition of the 2011A/2016 Refunding Revenue Project Bonds issuance is the maintenance of a minimum debt service coverage ratio of 1.15%. The District has adopted a formal debt policy and no legal debt limit; however, the District's future borrowing capacity is limited by the debt coverage ratio required by existing bond covenants. The District's debt service coverage ratio for FY2024-25 is budgeted to 3.50 for Water and 5.99 for Wastewater.

The following pages illustrate the District's actual debt service coverage. Over the past several years, a concerted effort has been made to improve debt service ratios to stay well above the 1.15% debt service ratio required by bond covenants.

Water Debt Service Ratio

	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Projections FY 2023-24	Budget FY 2024-25
Revenues					
Water Sales:					
Potable	\$ 12,772,834	\$ 12,280,448	\$ 9,209,757	\$ 10,276,744	\$ 11,871,600
Recycle/Non-Potable	4,823,961	4,383,675	3,573,563	3,216,823	4,028,400
Water Sales to Pleasant Valley	1,669,579	1,677,229	1,608,935	2,133,000	1,566,400
Meter Service Charge	2,346,434	2,515,456	2,608,044	2,711,000	3,291,700
Special Services	25,378	50,750	48,513	65,000	67,000
Pump Zone Charges	55,411	47,212	35,239	32,500	35,000
Miscellaneous	69,331	15,804	47,591	7,500	-
Interest Revenues	108,987	102,841	1,074,433	1,635,000	1,410,000
Taxes	700,753	721,241	772,770	812,000	850,000
Mitigation & In-Lieu Fees	1,324,678	-	298,743	4,202,615	-
GAC Reimbursement		16,191,774	-	-	-
Capital Fees	55,825	-	55,575	163,175	-
Total Revenues	\$ 23,953,171	\$ 37,986,430	\$ 19,333,163	\$ 25,255,357	\$ 23,120,100
Expenses					
Production	\$ 12,810,991	\$ 11,372,011	\$ 8,710,941	\$ 9,885,215	\$ 9,400,900
Salaries & Benefits	2,323,040	2,408,086	2,566,876	2,986,815	3,893,211
Outside Contracts & Professional Services	809,835	1,725,735	1,466,822	2,618,836	3,253,378
Supplies & Services	1,733,313	2,060,488	2,150,410	2,903,196	3,613,866
Total Expenses	\$ 17,677,179	\$ 17,566,320	\$ 14,895,049	\$ 18,394,062	\$ 20,161,355
Net Operating Revenues	\$ 6,275,992	\$ 20,420,110	\$ 4,438,114	\$ 6,861,295	\$ 2,958,745
Debt Service	843,081	853,681	845,806	852,031	844,931
Debt Service Coverage Ratio	7.44	10.71	5.25	8.05	3.50

Water Debt Coverage Ratio

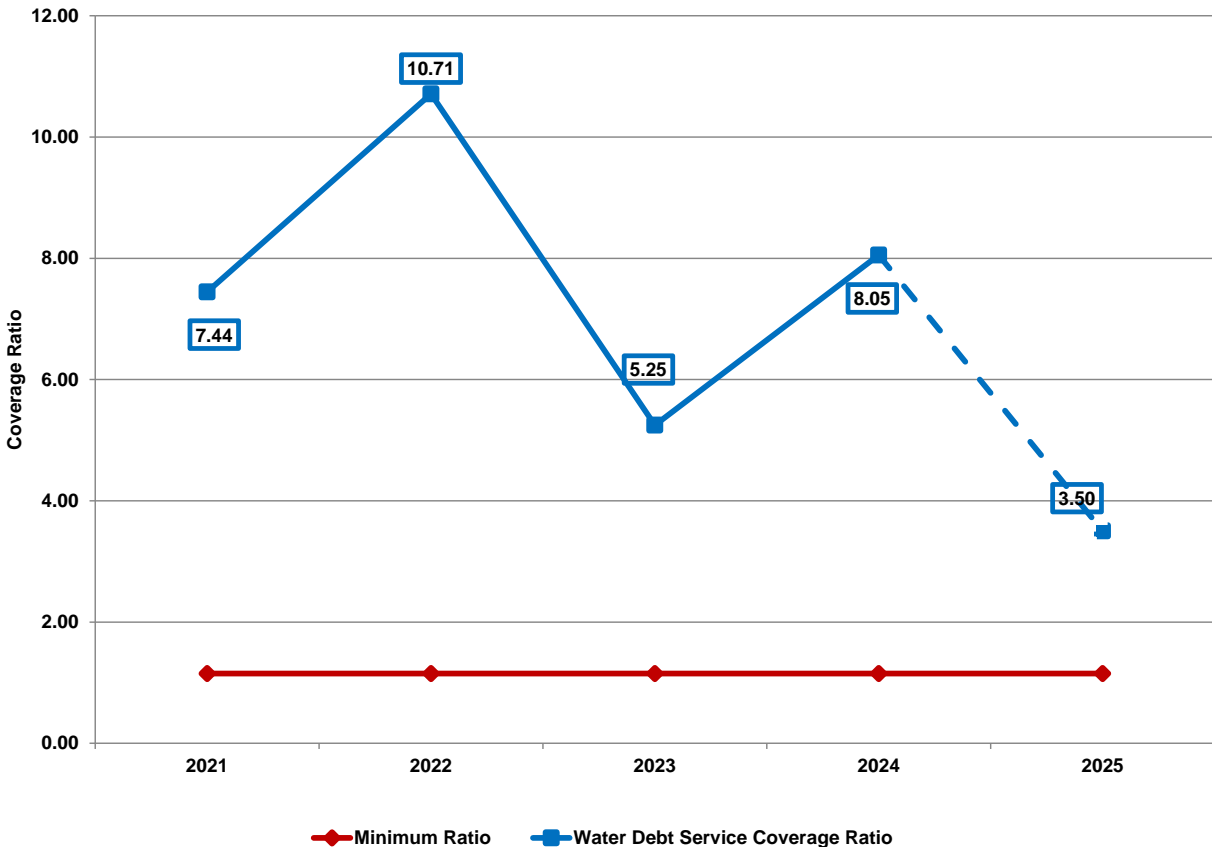


Figure 17 – Historical Debt Service Coverage Ratios – Water

Wastewater Debt Service Ratio

	Actuals FY 2020-21	Actuals FY 2021-22	Actuals FY 2022-23	Projections FY 2022-23	Budget FY 2023-24
Revenues					
Sewer Service Charge	\$ 3,855,258	\$ 4,092,891	\$ 4,426,781	\$ 4,717,000	\$ 5,513,600
Special Services	4,545	14,793	16,919	21,000	21,000
Miscellaneous	818	8,068	3,447	-	-
Interest Revenues	32,608	27,073	201,853	407,000	350,000
Capital Fees	-	-	233,750	1,804,550	-
Total Revenues	\$ 3,893,229	\$ 4,142,825	\$ 4,882,750	\$ 6,949,550	\$ 5,884,600
Expenses					
Production	\$ 9,772	\$ 11,521	\$ 7,853	\$ 8,284	\$ 9,000
Salaries & Benefits	1,250,867	1,296,662	1,382,165	1,608,285	2,096,346
Outside Contracts & Professional Services	816,780	857,118	1,211,828	1,421,891	1,819,512
Supplies & Services	430,676	470,728	527,485	628,420	811,574
Total Expenses	\$ 2,508,095	\$ 2,636,029	\$ 3,129,331	\$ 3,666,880	\$ 4,736,432
Net Operating Revenues	\$ 1,385,134	\$ 1,506,796	\$ 1,753,419	\$ 3,282,670	\$ 1,148,168
Debt Service	191,450	190,950	189,525	187,900	191,700
Debt Service Coverage Ratio	7.23	7.89	9.25	17.47	5.99

Wastewater Debt Coverage Ratio

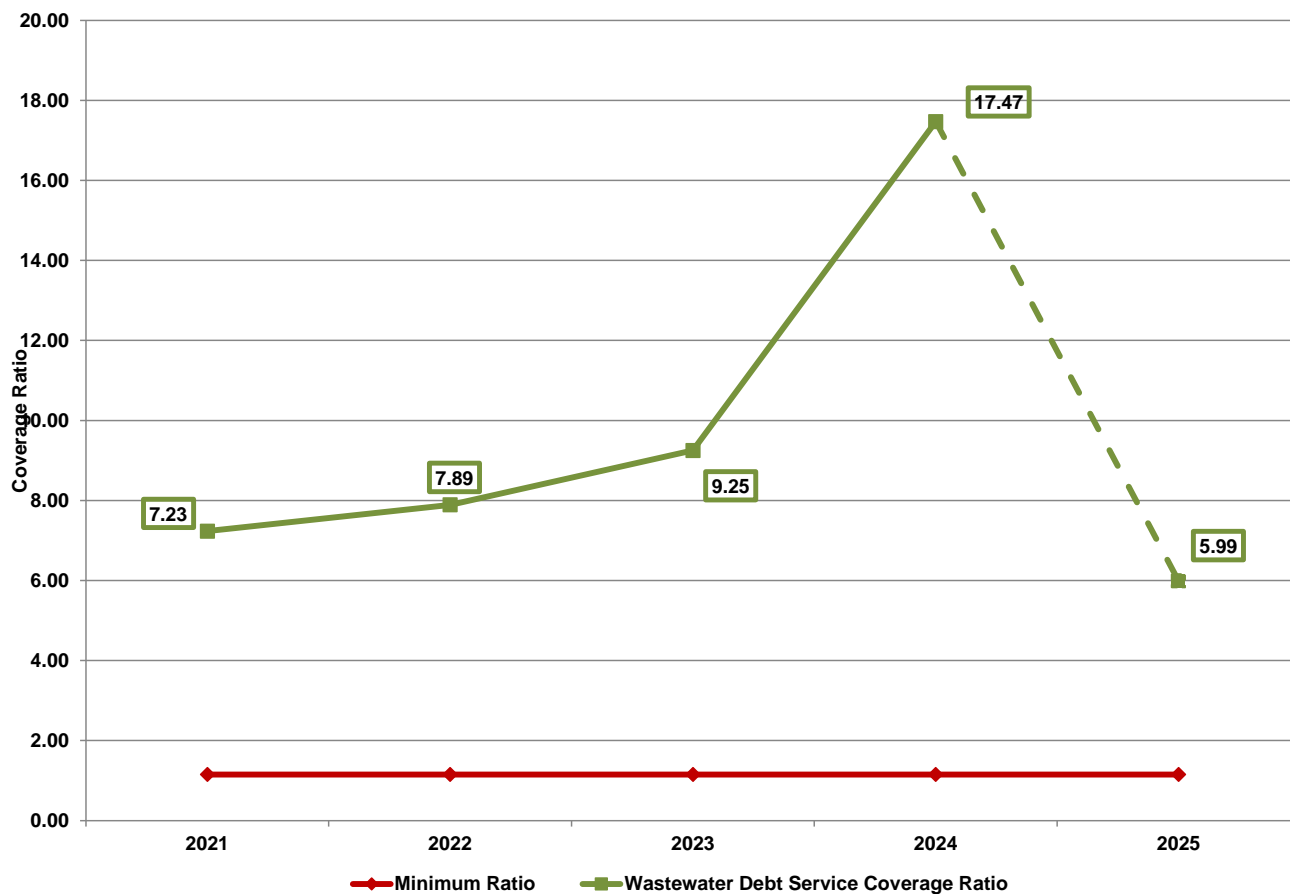


Figure 18 – Historical Debt Service Coverage Ratios – Wastewater

Five-Year Capital Outlay

The District has incorporated a five-year capital outlay forecast into the FY2024-25 Operating and Capital Budget. The forecast expands the operating budget by projecting capital and equipment expenditures. Included in the capital outlay forecast are potential projects which will be refined and prioritized from the outcome of the master plan to be completed in the Summer of 2024 and approved by the Board. Projects to be considered are expansion projects as well as improvement and replacement projects over the next five years.

Potable Water Capital Outlay

No.	Project Description	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection	FY 2030 Projection	Total
Potable Water Facilities/General								
1	Sampling Stations		1,060,000					\$ 1,060,000
2	Waterview	70,000						\$ 70,000
3	Reservoir Rehabilitation Program							
4	New 3 MG Tank in Zone 1			2,140,000	8,560,000			\$ 10,700,000
5	Tank 3A				1,550,000	6,200,000		\$ 7,750,000
6	Tank 3B					620,000	2,480,000	\$ 3,100,000
7	Tank 3C					620,000	2,480,000	\$ 3,100,000
8	Tank 4C			620,000	2,480,000			\$ 3,100,000
9	Tank 1B					340,000	1,360,000	\$ 1,700,000
10	Tank 2A						465,000	\$ 465,000
11	New Pump Station Program							
12	Pump Station 1 to 2 @ MS#8	175,000	900,000					\$ 1,075,000
13	Pump Station 2 to 3D at MS#6							\$ -
14	Pump Station 3 to 4A			97,200	900,000			\$ 997,200
15	Pump Station Replacement Program							
16	Hydropneumatic Pump Station @ Tank 4C	150,000	940,000					\$ 1,090,000
17	Pump Station 1			272,000				\$ 272,000
18	Pump Station 2			214,000				\$ 214,000
19	Pump Station 3						191,000	\$ 191,000
20	Potable Pipeline Replacement Program							
21	Distribution Valve Replacement	100,000	100,000	100,000	100,000	100,000	100,000	\$ 600,000
22	Expand Santa Rosa Line to 24' (Upland Rd to San Rafael Way)	120,000	675,000					\$ 795,000
23	New Well Design Program							
24	PV Well # 3		7,673,000					\$ 7,673,000
25	pv Iron/Mag		1,300,000					\$ 1,300,000
26	PV Well #4						8,000,000	\$ 8,000,000
27	Conejo Wellfield RO Treatment			10,000,000	10,000,000			\$ 20,000,000
28	New CSUCI Well		4,085,000					\$ 4,085,000
29	Well Rehabilitation Program							
30	Penny Well						79,000	\$ 79,000
31	Tierra Rejada						946,000	\$ 946,000
32	Meter Station Replacement Program							
33	Meter Station 11 & Pressure Relief Station Rehabilitation	330,000						\$ 330,000
34	Meter Station Replacement Program			200,000		150,000		\$ 350,000
35	VFD Replacement Program							
36	VFD Replacement Program			30,000	30,000	30,000		\$ 90,000
37	Total Potable Water Facilities/General	\$ 945,000	\$ 16,733,000	\$ 13,673,200	\$ 23,620,000	\$ 8,060,000	\$ 16,101,000	\$ 79,132,200

Five-Year Capital Outlay (Continued)

Non-Potable Water Capital Outlay

No.	Project Description	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection	FY 2030 Projection	Total
Non-Potable Water Facilities								
1	Pond Improvements						110,000	\$ 110,000
2	Reservoir Rehabilitation Program							
3	Yucca Tank			44,200	176,800			\$ 221,000
4	Tank AG2	105,000	300,000					\$ 405,000
5	Tank AG3 in progress		805,000					\$ 805,000
6	Wildwood Tank			500,000				\$ 500,000
7	Pump Station Replacement Program							
8	Pump Station #4	325,000	1,310,000					\$ 1,635,000
9	Rosita Pump Station					286,000		\$ 286,000
10	Ponds Pump Station			293,600	1,174,400			\$ 1,468,000
11	Well Rehabilitation Program							
12	SR-9				180,200	720,800		\$ 901,000
13	SR-10	215,000	760,000					\$ 975,000
14	SR-3					121,200	484,800	\$ 606,000
15	VFD Replacement Program			50,000	50,000	50,000		\$ 150,000
16	MCC Replacement Program			300,000	520,000	240,000		\$ 1,060,000
17	Total Non-Potable Water Facilities	\$ 645,000	\$ 3,175,000	\$ 1,187,800	\$ 2,101,400	\$ 1,418,000	\$ 594,800	\$ 9,122,000

Wastewater Capital Outlay

No.	Project Description	FY 2025 Budget	FY 2026 Projection	FY 2027 Projection	FY 2028 Projection	FY 2029 Projection	FY 2030 Projection	Total
Wastewater Facilities								
1	CWRF PLC Replacement	300,000	710,000					\$ 1,010,000
2	Smart Covers Sewer Manholes	90,000						\$ 90,000
3	New CWRF Generator	180,000	860,000					\$ 1,040,000
4	Headworks Improvements			270,800	1,083,200			\$ 1,354,000
5	Influent Lift Station Improvements				354,800	1,419,200		\$ 1,774,000
6	Effluent Pump Station Improvements				302,600	1,210,400		\$ 1,513,000
7	RAS/WAS Pump Station Improvements					555,000		\$ 555,000
8	Sewer Lift MCC & Rehabilitation							
9	Lift Station #1			244,000				\$ 244,000
10	Lift Station #2					620,000	2,480,000	\$ 3,100,000
11	Lift Station #4	175,000	635,000					\$ 810,000
12	Read Road Lift Station						268,000	\$ 268,000
13	Lift Station #3					822,000		\$ 822,000
14	Collection System Replacement							
15	Hotspots Repair Program		545,000		-		330,000	\$ 875,000
16	Total Wastewater Facilities	\$ 745,000	\$ 2,750,000	\$ 514,800	\$ 1,740,600	\$ 4,626,600	\$ 3,078,000	\$ 13,455,000
Grand Total Projects		2,335,000	22,658,000	15,375,800	27,462,000	14,104,600	19,773,800	101,709,200

Appendices

Arroyo Santa Rosa GSA Annual Budget FY2024-25			
Transfer In	Object Code	FY24-25 Budget	FY23-24 Budget
Camrosa Water District			
Contribution Budgeted		\$ 80,000	\$ 185,600
Transfer from Reserves		195,375	-
			-
TOTAL TRANSFERS IN		\$ 275,375	\$ 185,600
Administrative Fees			
Communications	50210		\$ -
Outside Contracts	50220	\$ -	\$ -
Audio/Visual (meetings)		\$ -	\$ -
Billing (process TBD)		\$ -	\$ -
Contract Services		\$ -	\$ -
Meter Calibration Program		\$ -	\$ -
Meter Installation		\$ -	\$ -
Room Rental (meetings)		\$ -	\$ -
Professional Services	50230	\$ 251,775	\$ 164,500
Annual Reporting		\$ 42,500	\$ 55,000
Auditing Services		\$ -	\$ 1,500
Engineering Services (Track 2 Intera)		\$ 85,000	\$ 85,000
Grant Reporting		\$ -	\$ 5,000
GSA Adminstration		\$ 50,000	
Monitoring Program		\$ 5,150	\$ 5,000
Project Management (Track 2 Bondy)		\$ 19,125	\$ 13,000
Rate Pumping Fee Study		\$ 50,000	\$ -
Materials & Supplies	50260	\$ 5,600	\$ 7,100
Check stock		\$ 500	\$ 500
General postage		\$ 100	\$ 100
Stakeholder meeting supplies		\$ -	\$ 1,000
Printing & mailing		\$ 2,500	\$ 2,500
Public Hearing notification		\$ 2,500	\$ 2,500
Office supplies		\$ -	\$ 500
Legal Services	50280	\$ 10,000	\$ 10,000
Dues & Subscriptions	50290	\$ 5,000	\$ 1,500
ACWA		\$ 5,000	\$ 1,500
Conference & Travel	50300	\$ -	\$ -
Safety & Training	50310	\$ -	\$ -
Board Expenses	50330	\$ -	\$ -
Fees & Charges	50350	\$ 1,000	\$ 500
Banking fees		\$ 1,000	\$ 500
Insurance	50360	\$ 2,000	\$ 2,000
JPIA premiums		\$ 2,000	\$ 2,000
TOTAL ADMINISTRATIVE FEES		\$ 275,375	\$ 185,600

2024-25 Budget

2024-25 Budget		Activity Code	FY 2023-24 District Budget Combined	FY 2024-25 District Budget Combined	Human Resources 5	General Administration 10	Info Systems 11	Resce Ping & Engin Ser. 12	Water Resource Management 22	Customer Services 24	Water Quality 25	Build/Grnds & Rolling Stk 26	Potable Water 52	Non-Potable Water 53	WasteWater Services 57	Program Totals																
Production:																																
Water Purchases	50010	\$	6,824,973	\$	4,401,600								3,902,200	\$	499,400	\$	4,401,600															
CMWD Fixed Charges	50012	\$	941,928	\$	980,200								870,800	\$	109,400		980,200															
CCP	50011	\$	862,205	\$	938,800										\$	938,800	938,800															
SMP CMWD	50011	\$	266,896	\$	254,400								245,400			\$	9,000	254,400														
CamSan		\$	149,787	\$	58,100								\$	58,100			\$	58,100														
Pumping & Production Power	50020	\$	1,866,178	\$	2,776,800								1,787,300	\$	989,500		\$	2,776,800														
		\$	10,911,967	\$	9,409,900								\$6,863,800	\$	2,537,100	\$	9,000	\$	9,409,900													
Salaries & Benefits:																																
Regular	50100	\$	3,710,941	\$	4,188,105	\$	4,188,105											\$	4,188,105													
Overtime	50110	\$	116,125	\$	230,063	\$	230,063											\$	230,063													
Part-Time	50120	\$	63,440	\$	64,782	\$	64,782											\$	64,782													
Standby	50130	\$	28,561	\$	31,095	\$	31,095											\$	31,095													
Benefits	50140	\$	1,227,393	\$	1,475,512	\$	1,475,512											\$	1,475,512													
		\$	5,146,460	\$	5,989,557	\$	5,989,557											\$	5,989,557													
Outside Contracts	50220	\$	3,470,690	\$	3,854,440	\$	23,100	\$	29,500	\$	702,840	\$	50,000	\$	3,000	\$	104,000	\$	92,500	\$	450,000	\$	1,021,000	\$	389,500	\$	989,000	\$	3,854,440			
Professional Services	50230	\$	2,202,450	\$	1,218,450	\$	75,000	\$	635,450	\$	0	\$	125,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	314,500	\$	53,500	\$	15,000	\$	1,218,450	
		\$	5,673,140	\$	5,072,890	\$	98,100	\$	664,950	\$	702,840	\$	175,000	\$	3,000	\$	104,000	\$	92,500	\$	450,000	\$	1,335,500	\$	443,000	\$	1,004,000	\$	5,072,890			
Services & Supplies																																
Utilities	50200	\$	116,500	\$	134,500	\$	0	\$	0	\$	0	\$	0	\$	0	\$	44,500	\$	70,000	\$	0	\$	20,000	\$	0	\$	20,000	\$	134,500			
Communications	50210	\$	76,500	\$	80,350	\$	0	\$	0	\$	80,350	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	80,350			
Pipeline Repairs	50240	\$	490,000	\$	490,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	380,000	\$	100,000	\$	10,000	\$	490,000			
Small Tools & Equipment(Small Tools, Equip & Equip Maint.)	50250	\$	35,350	\$	47,350	\$	0	\$	4,000	\$	0	\$	850	\$	0	\$	0	\$	11,000	\$	2,000	\$	20,000	\$	4,500	\$	5,000	\$	47,350			
Materials & Supplies(Stock Supplies)	50260	\$	1,049,065	\$	1,333,215	\$	0	\$	28,000	\$	0	\$	250	\$	0	\$	3,500	\$	38,965	\$	115,000	\$	948,000	\$	42,000	\$	157,500	\$	1,333,215			
Repair Parts & Equipment Maintenance	50270	\$	1,112,500	\$	1,383,000	\$	0	\$	0	\$	40,000	\$	0	\$	0	\$	0	\$	10,000	\$	80,500	\$	732,500	\$	385,000	\$	135,000	\$	1,383,000			
Legal Services	50280	\$	105,000	\$	90,000	\$	0	\$	40,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	50,000	\$	0	\$	0	\$	90,000			
Dues & Subscriptions	50290	\$	60,450	\$	63,050	\$	7,000	\$	55,550	\$	500	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	63,050			
Conference & Travel	50300	\$	23,400	\$	24,900	\$	6,600	\$	18,300	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	24,900			
Safety & Training	50310	\$	46,700	\$	66,200	\$	66,200	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	66,200			
Board Expense	50330	\$	140,000	\$	180,000	\$	0	\$	180,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	180,000			
Bad Debt	50340	\$	10,000	\$	10,000	\$	0	\$	10,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	10,000			
Fees & Charges	50350	\$	322,375	\$	342,875	\$	250	\$	58,550	\$	0	\$	0	\$	0	\$	15,000	\$	15,500	\$	164,575	\$	5,500	\$	83,500	\$	0	\$	342,875			
Insurance	50360	\$	141,000	\$	180,000	\$	0	\$	180,000	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	180,000			
		\$	-	\$	-																							\$	-			
		\$	3,728,840	\$	4,425,440	\$	80,050	\$	574,400	\$	120,850	\$	1,100	\$	0	\$	3,500	\$	74,965	\$	257,500	\$	2,365,075	\$	537,000	\$	411,000	\$	4,425,440			
		\$	25,460,407	\$	24,897,787	\$	6,167,707	\$	1,239,350	\$	823,690	\$	176,100	\$	3,000	\$	107,500	\$	167,465	\$	707,500	\$	10,564,375	\$	3,517,100	\$	1,424,000	\$	24,897,787			
Fixed Assets:																																
		\$	316,000	\$	286,000	\$	-	\$	-	\$	15,000	\$	-	\$	-	\$	21,000	\$	250,000	\$	-	\$	-	\$	-	\$	-	\$	286,000			
		\$	25,776,407	\$	25,183,787	\$	6,167,707	\$	1,239,350	\$	838,690	\$	176,100	\$	3,000	\$	107,500	\$	188,465	\$	957,500	\$	10,564,375	\$	3,517,100	\$	1,424,000	\$	25,183,787			

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Benefits	50140	\$ 5,146,460	\$5,989,557	\$5,989,557											\$5,989,557
Salaries		\$ 3,919,067	\$4,514,045	\$4,514,045											\$4,514,045
Medical		\$ 587,562	\$ 759,559	759,559											\$759,559
Dental		\$ 30,728	\$ 34,872	34,872											\$34,872
Vision		\$ 6,109	\$ 6,530	6,530											\$6,530
Workman's Comp		\$ 51,357	\$ 52,873	52,873											\$52,873
Medicare		\$ 56,828	\$ 65,451	65,451											\$65,451
Social Security		\$ 3,934	\$ 4,016	4,016											\$4,016
PERS-Normal Cost		\$ 466,055	\$ 525,223	525,223											\$525,223
STD, LTD AND LIFE INSURANCE		\$ 24,820	\$ 26,988	26,988											\$26,988
Utilities	50200	\$ 116,500	\$ 134,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,500	\$70,000	\$0	\$20,000	\$134,500
SCE		\$ 64,000	\$ 82,000								42,000	20,000		20,000	82,000
Gas		\$ 2,500	\$ 2,500								2,500				2,500
Water- in-house		\$ 50,000	\$ 50,000									50,000			50,000
Communications	50210	\$ 76,500	\$ 80,350	\$0	\$0	\$80,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$80,350
Answering Service		\$ 6,000	\$ 6,100			6,100									6,100
ISP Internet & Cable News		\$ 17,000	\$ 19,000			19,000									19,000
Mobile Devices		\$ 52,000	\$ 53,500			53,500									53,500
Satellite Phones		\$ 1,500	\$ 1,750			1,750									1,750

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Outside Contracts	50220	\$ 3,470,690	\$ 3,854,440	\$23,100	\$29,500	\$702,840	\$50,000	\$3,000	\$104,000	\$92,500	\$450,000	\$1,021,000	\$389,500	\$989,000	\$3,854,440
Air Conditioner Maintenance		\$ 5,500	\$ 5,500								5,500				5,500
Air Compressor Maintenance		\$ 13,500	\$ 13,500								1,500	6,000	3,000	3,000	13,500
Analyzer Maintenance (HACH)		\$ 38,000	\$ 36,000									22,000		14,000	36,000
Analyzer Maintenance (HACH) RMWTP		\$ 5,000	\$ 7,500									7,500			7,500
Backflow Testing		\$ 10,000	\$ 5,000									2,500	2,500		5,000
Barscreen Maintenance		\$ 100,000	\$ 100,000										85,000	15,000	100,000
Consumer Confidence Rpt		\$ 500	\$ 500									500			500
Converting AsBuilts to GIS		\$ 3,000	\$ 3,000			3,000									3,000
County Cross-Connection Program		\$ 20,000	\$ 20,000									10,000	10,000		20,000
County ShapeFile Updates		\$ 3,400	\$ 3,400			3,400									3,400
Courier Service		\$ 5,000	\$ 5,000												5,000
Customer Receipt Proc. Svcs		\$ 10,000	\$ 10,000						5,000						10,000
Dig Alert (USA-Underground Svc Alert)		\$ 6,000	\$ 7,500				-		10,000			7,500			7,500
Distribution Maintenance		\$ 250,000	\$ 450,000									400,000	50,000		450,000
DOT Random Survey		\$ 1,000	\$ 500	500											500
Employment Background/Physical		\$ 2,200	\$ 2,200	2,200											2,200
Facility Tour contracts (tent, bus, sound)		\$ 12,000	\$ 16,000		16,000										16,000
General Labor		\$ 11,000	\$ 11,000								10,000		1,000		11,000
GIS Support Contract		\$ 100,000	\$ 100,000			100,000									100,000
Grounds Cleaning		\$ 40,000	\$ 100,000								50,000	20,000	20,000	10,000	100,000
Hepatitis Shots		\$ 400	\$ 400	400											400
Hydrant Repair/Maint.		\$ 40,000	\$ 40,000									40,000			40,000
Incude Out of Scope		\$ 8,000	\$ 5,000			5,000									5,000
Info Send		\$ 65,000	\$ 65,000						65,000						65,000
Info Send-Insert Mailing		\$ 5,000	\$ 8,000		4,000			-	4,000						8,000
Information Systems Support & Maintenance		\$ 15,000	\$ 25,000			25,000									25,000
Inspection Services		\$ 250,000	\$ 50,000				50,000								50,000
IT Managed Service Provider (All Connected)		\$ 233,000	\$ 255,000			255,000									255,000
Janitor Service		\$ 25,000	\$ 25,000								25,000				25,000
Lab waste disposal		\$ 10,000	\$ 10,000							10,000					10,000
Landscape Surveys		\$ 5,000	\$ -												0
Landscaping		\$ 30,000	\$ 30,000								30,000				30,000
Lead Service Line Inventory (Regulatory Requirement)		\$ -	\$ 80,000									80,000			80,000
Leak Detection		\$ -	\$ 16,000									16,000			16,000
Maintenance Support - Acronics Enterprise Backup		\$ 6,500	\$ -												0
Maintenance Support - Alchemy		\$ 3,500	\$ 3,500			3,500									3,500
Maintenance Support- AMR (Aclara)		\$ 25,500	\$ 25,500			25,500									25,500
Maintenance Support- ArcGIS Desktop Basic (ESRI)		\$ 12,000	\$ 12,000			12,000									12,000
Maintenance Support- CIS		\$ 84,000	\$ 110,040			110,040									110,040
Maintenance Support- DigSmart Ticketing Annual Maint		\$ 5,000	\$ 6,000			6,000									6,000
Maintenance Support - Eagle Aerial		\$ 8,500	\$ 12,000									12,000			12,000
Maintenance Support-Fortnite 24/7 Router/Firewall Support		\$ 8,300	\$ 8,300			8,300									8,300
Maintenance Support - Granicus		\$ 4,600	\$ -			-									0
Maintenance Support- Hosted DNS		\$ 1,550	\$ 1,550			1,550									1,550
Maintenance Support - O365 G3 Subscription		\$ 13,000	\$ -			-									0
Maintenance Support- Tyler Software		\$ 28,000	\$ 28,000			28,000									28,000
Maintenance Support-ACAD (DLT/GDMS)		\$ 1,300	\$ 1,300			1,300									1,300
Maintenance Support-Canva (graphic design web site subscription)		\$ 240	\$ -			-									0
Maintenance Support-Hootsuite (social media management tool)		\$ 400	\$ -			-									0
Maintenance Support -SCADA Rockwell PLC Software		\$ 14,000	\$ 18,000			18,000									18,000
Maintenance Support-SCADA Software		\$ 35,000	\$ 50,000			50,000									50,000
Maintenance Support-SCADA TeamViewer		\$ 3,000	\$ 5,000			5,000									5,000
Maintenance Support- SCADA Win 911 Software		\$ -	\$ 2,500			2,500									2,500
Maintenance Support - Thinking2 (website)		\$ 2,000	\$ 5,000			5,000									5,000
Maintenance Support - WIMS Software		\$ 8,250	\$ 8,250			8,250									8,250
Maintenance Support - Zoom		\$ 3,600	\$ 3,600			3,600									3,600

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Manhole Rehabilitation	002	\$ 150,000	\$ 200,000											200,000	200,000
MCC IR Inspection and Cleaning		\$ 150,000	\$ 150,000									60,000	50,000	40,000	150,000
Meter Reading Services		\$ 15,000	\$ -									-			0
Metroscan CoreLogic		\$ 1,800	\$ 2,000			2,000									2,000
Offsite Water Quality Testing		\$ 82,500	\$ 82,500							82,500					82,500
Painting/Industrial Cleaning		\$ 95,000	\$ 105,000								20,000	40,000	30,000	15,000	105,000
Payment Processing -Invoice Cloud		\$ -	\$ 20,000						20,000						20,000
Pest		\$ 15,000	\$ 15,000								15,000				15,000
Production Copying		\$ 500	\$ 500												500
Production Meter Calibration and Repair		\$ 15,000	\$ 21,000		500							12,000	5,000	4,000	21,000
Prop 218 outreach mailer		\$ 5,000	\$ -		-										0
Prop 218 letter and postage		\$ 10,000	\$ -		-										0
Prop 218 public outreach		\$ 5,000	\$ -		-										0
Public Hearing Notice Advertisement		\$ 2,000	\$ 4,000		4,000										4,000
Raise valve stackings / Manholes		\$ 210,000	\$ 210,000									100,000	10,000	100,000	210,000
Reservoir Cleaning		\$ 90,000	\$ 90,000									60,000	30,000		90,000
Road Repair/Maint.		\$ 70,000	\$ 70,000								70,000				70,000
Sand Removal		\$ 65,000	\$ 65,000										65,000		65,000
SCADA Support Services		\$ 70,000	\$ 70,000									40,000	10,000	20,000	70,000
Security Service		\$ 2,000	\$ 2,000		-						2,000				2,000
Sewer Lift Maintenance		\$ 20,000	\$ 20,000											20,000	20,000
Sludge Pressing		\$ 105,000	\$ 115,000											115,000	115,000
Sludge Removal		\$ 100,000	\$ 120,000											120,000	120,000
TO Sewer Disposal Services		\$ 14,000	\$ 7,000											7,000	7,000
Tree and Site Maintenance		\$ 47,500	\$ 55,000								15,000	25,000	15,000		55,000
Trash Removal		\$ 15,000	\$ 15,000								6,000		3,000	6,000	15,000
Uniforms/Rug and Towel Service		\$ 25,000	\$ 25,000	20,000	5,000										25,000
Urban Water Use Objective (Reporting Requirement)		\$ -	\$ 5,000									5,000			5,000
Vehicle Lease		\$ 130,000	\$ 150,000								150,000				150,000
SSL Wildcard Certificates (Comodo)		\$ 3,400	\$ 3,400			3,400									3,400
VRSD		\$ 250,000	\$ 300,000											300,000	300,000
Water Softener		\$ 3,500	\$ 5,000									5,000			5,000
Water Loss Audit		\$ 3,000	\$ 3,000					3,000							3,000
Water Loss Control		\$ 50,000	\$ 50,000									50,000			50,000
Weed Abatement		\$ 40,000	\$ 50,000								50,000				50,000
Workflow App Annual Support		\$ 15,750	\$ 17,500			17,500									17,500
WUE Classes		\$ 4,000	\$ -					-							0

Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
														-
Professional Services 50230	\$ 2,052,450	\$ 1,218,450	\$75,000	\$635,450	\$0	\$125,000	\$0	\$0	\$0	\$0	\$314,500	\$53,500	\$15,000	\$1,218,450
Arbitrage	\$ 700	\$ 700		700										700
Audit	\$ 33,000	\$ 33,000		33,000										33,000
CAFR Review	\$ 600	\$ 600		600										600
CSMFO Budget Review	\$ 150	\$ 150		150										150
CSUCI Siting Study	\$ -	\$ -												0
Defined Benefit Evaluation	\$ -	\$ 25,000	25,000								-			25,000
Eastern PV Basin Hydrogeologic Study	\$ 25,000	\$ -		-							-			0
Employee Organization Assessment Needs	\$ -	\$ 50,000	50,000											50,000
On-Call Engineering Services	\$ 75,000	\$ 75,000				75,000								75,000
Financial Advisor	\$ 20,000	\$ 20,000		20,000										20,000
Grant Applications (monitoring, applications, admin)	\$ 50,000	\$ 50,000		50,000										50,000
In-Lieu Fee Study	\$ -	\$ 50,000				50,000								50,000
Investment Policy Review	\$ 6,000	\$ 6,000		6,000										6,000
Near-term CIP Development	\$ 215,000	\$ -		-										0
Near-term Water Resources Master Plan	\$ 200,000	\$ -												0
Master Plan	\$ 1,000,000	\$ 400,000		400,000										400,000
Master Plan Program EIR	\$ -	\$ 100,000		100,000										100,000
Public Relations	\$ 45,000	\$ 25,000		25,000										25,000
PV Modeling	\$ 165,000	\$ 120,000									120,000			120,000
PV Modeling Project Manager	\$ 17,000	\$ 18,000									18,000			18,000
Rate Consultant	\$ 70,000	\$ -		-										0
Santa Rosa Basin GSA	\$ 80,000	\$ 80,000									64,000	16,000		80,000
Sampling Station Renovation PDR	\$ 30,000	\$ -												0
TMDL	\$ 20,000	\$ 15,000											15,000	15,000
Well Asset Management	\$ 150,000	\$ 150,000									112,500	37,500		150,000
Pipeline Maintenance 50240	\$ 490,000	\$ 490,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380,000	\$100,000	\$10,000	\$490,000
Unscheduled Leak Repairs	\$ 490,000	\$ 490,000									380,000	100,000	10,000	490,000
Small Tools & Equipment 50250	\$ 35,350	\$ 47,350	\$0	\$4,000	\$0	\$850	\$0	\$0	\$11,000	\$2,000	\$20,000	\$4,500	\$5,000	\$47,350
Ergonomic office equipment	\$ 4,000	\$ 4,000		4,000										4,000
Hand Tools	\$ 24,100	\$ 28,100				850			750	2,000	15,000	4,500	5,000	28,100
Lab Equipment	\$ -	\$ 7,000							7,000					7,000
RMWTP-Hand Tools	\$ 5,000	\$ 5,000									5,000			5,000
Sampling Tools	\$ 2,250	\$ 3,250							3,250					3,250

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Materials & Supplies	50260	\$ 1,049,065	\$ 1,333,215	\$0	\$28,000	\$0	\$250	\$0	\$3,500	\$38,965	\$115,000	\$948,000	\$42,000	\$157,500	\$1,333,215
Argon Gas/Welding Gas		\$ 6,300	\$ 6,300							3,300	3,000				6,300
Art Calendar Contest Supplies		\$ 500	\$ -												-
Business Cards		\$ 800	\$ 1,000		1,000										1,000
Check Stock/Tax Forms		\$ 3,000	\$ 3,000		3,000										3,000
Chemicals (Ammonia, Alum, Reagents, Misc)		\$ 205,000	\$ 320,000									200,000		120,000	320,000
Distilled Water Svc		\$ 1,715	\$ 1,715							715				1,000	1,715
Door Hangers		\$ 1,000	\$ 1,000						1,000						1,000
Equip/Glassware		\$ 8,800	\$ 8,800							8,800					8,800
Flags		\$ 800	\$ 1,000												1,000
Fuel		\$ 140,000	\$ 150,000								100,000				150,000
General Materials		\$ 10,000	\$ 10,000									30,000	15,000	5,000	10,000
General Postage Charges		\$ 5,000	\$ 5,000		5,000							10,000			5,000
Kitchen/Restroom Supplies		\$ 3,000	\$ 4,000		4,000										4,000
Office Supplies		\$ 6,500	\$ 7,000		7,000										7,000
Parcel Service		\$ 500	\$ 500		500										500
Petroleum Lubricants		\$ 10,500	\$ 10,500									6,000	3,000	1,500	10,500
Pipe Supplies		\$ 40,000	\$ 40,000									20,000	20,000		40,000
Print Cartridges (5si,Laser,Epson color)		\$ 7,000	\$ 7,000		7,000										7,000
Pump Packing/Hoses		\$ 7,000	\$ 7,000									3,000	4,000		7,000
Reagents		\$ 17,050	\$ 77,050							17,050		30,000		30,000	77,050
Recertification Samples		\$ 8,000	\$ 8,000							8,000					8,000
Reference Materials		\$ 1,600	\$ 1,850		500		250			1,100					1,850
RMWTP- Cartridge Filters	001	\$ 9,000	\$ 9,000									9,000			9,000
RMWTP-Chemicals	001	\$ 405,000	\$ 500,000									500,000			500,000
RMWTP-Reagents	001	\$ 8,000	\$ 10,000									10,000			10,000
RMWTP-Supplies and Materials	001	\$ 40,000	\$ 40,000									40,000			40,000
Salt/Chlorine		\$ 85,000	\$ 85,000									85,000			85,000
Supplies/Parts		\$ 11,000	\$ 11,000								6,000	5,000			11,000
Tour Materials		\$ 1,500	\$ 1,500						1,500						1,500
Underground Service Alert Supplies		\$ 4,500	\$ 5,000								5,000				5,000
Water Efficient Devices		\$ 1,000	\$ 1,000						1,000						1,000

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Repair Parts & Equipment Maintenance	50270	\$ 1,112,500	\$ 1,383,000	\$0	\$0	\$40,000	\$0	\$0	\$0	\$10,000	\$80,500	\$732,500	\$385,000	\$135,000	\$1,383,000
BluePrint/Plotting Supplies/Services		\$ 8,000	\$ 7,500			7,500				-					7,500
Calibrate Balances		\$ 1,000	\$ 1,000							1,000					1,000
Certify Hoods		\$ 1,000	\$ 1,000							1,000					1,000
Control Valves		\$ 80,000	\$ 80,000									40,000	40,000		80,000
Electrical/Instrumentation		\$ 105,000	\$ 105,000								5,000	45,000	45,000	10,000	105,000
General Repairs		\$ 82,500	\$ 82,500								15,000	27,500	20,000	20,000	82,500
Generators Maintenance		\$ 60,000	\$ 80,000								25,000	35,000	-	20,000	80,000
Hydrants		\$ 55,000	\$ 55,000									50,000	5,000		55,000
Information System Support & Maintenance		\$ 30,000	\$ 30,000			30,000									30,000
Instrument Repairs-Lab		\$ 2,000	\$ 2,000							2,000					2,000
Metals Analyzer Maintenance		\$ 6,000	\$ 6,000							6,000					6,000
Metering Repair & Equipment Maintenance	002	\$ 300,000	\$ 450,000									350,000	100,000		450,000
Printer Maintenance		\$ 2,500	\$ 2,500			2,500									2,500
Motor Repair		\$ 65,000	\$ 115,000									40,000	45,000	30,000	115,000
Pump Repair		\$ 125,000	\$ 125,000									30,000	70,000	25,000	125,000
RMWTP	001	\$ 50,000	\$ 50,000									50,000			50,000
Site Rehab (well,etc)		\$ 35,000	\$ 35,000									20,000	15,000		35,000
Telephone Maintenance		\$ 500	\$ 500								500				500
Tractor/Forklift Maintenance		\$ 15,000	\$ 20,000								20,000				20,000
Vehicle maintenance		\$ 15,000	\$ 15,000								15,000				15,000
VFDs		\$ 74,000	\$ 120,000									45,000	45,000	30,000	120,000
Legal Services	50280	\$ 105,000	\$ 90,000	\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000	\$0	\$0	\$90,000
Legal Counsel		\$ 35,000	\$ 35,000		35,000							-			35,000
Legal Counsel-Special Counsel		\$ 70,000	\$ 55,000		5,000							50,000			55,000
Dues & Subscriptions	50290	\$ 60,450	\$ 63,050	\$7,000	\$55,550	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$63,050
ACWA		\$ 26,000	\$ 26,000		26,000										26,000
AWA		\$ 4,600	\$ 6,600		6,600										6,600
AWWA		\$ 2,700	\$ 2,700		2,700										2,700
CASA		\$ 5,600	\$ 6,000		6,000										6,000
CMUA		\$ 4,500	\$ 4,500		4,500										4,500
CWEA		\$ 3,000	\$ 3,000		3,000									-	3,000
IT Knowledge Base		\$ 500	\$ 500			500									500
Memberships		\$ 3,000	\$ 3,000	3,000											3,000
Recertifications		\$ 4,000	\$ 4,000	4,000											4,000
VCSDA		\$ 150	\$ 150		150										150
Water Reuse		\$ 1,400	\$ 1,600		1,600										1,600
WCVC		\$ 5,000	\$ 5,000		5,000										5,000
Conference & Travel	50300	\$ 23,400	\$ 24,900	\$6,600	\$18,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$24,900
ACWA		\$ 16,000	\$ 17,000	4,000	13,000										17,000
AWA		\$ 1,600	\$ 1,600	600	1,000										1,600
CASA		\$ 3,000	\$ 3,000		3,000										3,000
General Meetings		\$ 500	\$ 1,000		1,000										1,000
SWRCB/Legislature		\$ 2,000	\$ 2,000	2,000											2,000
VCSDA		\$ 300	\$ 300		300										300

	Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57	
Safety & Training	50310	\$ 46,700	\$ 66,200	\$66,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$66,200
Employee Recognition		\$ 5,000	\$ 10,000	10,000											10,000
Education Courses		\$ 25,000	\$ 27,500	27,500											27,500
Safety Luncheons		\$ -	\$ 12,000	12,000											12,000
Safety Shoes		\$ 5,000	\$ 5,000	5,000											5,000
Technical Seminars/Safety Training		\$ 11,700	\$ 11,700	11,700											11,700
Board Expense	50330	\$ 140,000	\$ 180,000	\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000
Directors Fees		\$ 140,000	\$ 160,000		160,000										160,000
Election Costs		\$ -	\$ 20,000		20,000										20,000
Bad Debt	50340	\$ 10,000	\$ 10,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Bad Debt		\$ 10,000	\$ 10,000		10,000										10,000
Fees and Charges	50350	\$ 322,375	\$ 342,875	\$250	\$58,550	\$0	\$0	\$0	\$0	\$15,000	\$15,500	\$164,575	\$5,500	\$83,500	\$342,875
Annual ELAP Accreditation Fee		\$ 30,000	\$ 15,000							15,000					15,000
Annual Waste Disch Permit		\$ 55,000	\$ 70,000											70,000	70,000
Bank Fees		\$ 30,000	\$ 30,000		30,000										30,000
City of Camarillo Encroachment Permit		\$ 6,000	\$ 6,500								6,500				6,500
Collection Agency		\$ 500	\$ 500		500										500
EPA Fees		\$ 1,500	\$ 1,500											1,500	1,500
GASB 68 Report		\$ 800	\$ 800		800										800
GMA Extraction Fees		\$ 75,000	\$ 75,000									75,000			75,000
Health Savings Administration Fee		\$ 250	\$ 250	250											250
LAFCO		\$ 17,000	\$ 19,500		19,500										19,500
MWPRCA		\$ 1,000	\$ 1,000		1,000										1,000
Other		\$ 4,000	\$ 4,000		4,000										4,000
Permits & Inspections		\$ 1,075	\$ 1,075									1,075			1,075
SWRCB groundwater filing		\$ 1,500	\$ 1,500									1,000	500		1,500
SWRCB Water System Fees		\$ 52,000	\$ 62,000									60,000	2,000		62,000
Ventura Co. Annual Excavation Permit		\$ 2,000	\$ 2,500								2,500				2,500
Ven Co. HazMat Fee (fuel tanks)		\$ 21,500	\$ 22,500								2,500	13,000		7,000	22,500
Ventura Co. Generator Permits		\$ 15,000	\$ 21,000								4,000	12,000		5,000	21,000
Ventura Co. Watershed		\$ 5,500	\$ 5,500									2,500	3,000		5,500
Wilmington Trustee Fees		\$ 2,750	\$ 2,750		2,750										2,750
Insurance	50360	\$ 141,000	\$ 180,000	\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$180,000
Claims against Self-Insurance		\$ 10,000	\$ 10,000		10,000										10,000
Liability		\$ 80,000	\$ 103,000		103,000										103,000
Property (Auto)		\$ 51,000	\$ 67,000		67,000										67,000

Schedule of Water and Wastewater Rates

The following table shows the customer class details of the District's water and wastewater rates:

Meter Service Charge

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

Fire Service						
Description	Existing Rate	Proposed Rate				
		July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)
1"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
1.5"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
2"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
3"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
4"	\$67.46	\$80.92	\$90.30	\$91.46	\$91.74	\$93.97
6"	\$101.90	\$122.23	\$136.41	\$138.16	\$138.58	\$141.95
8"	\$170.74	\$204.81	\$228.56	\$231.50	\$232.20	\$237.85
10"	\$453.98	\$544.57	\$607.72	\$615.54	\$617.41	\$632.42

Non-Potable Water						
Description	Existing Rate	No Rate Adjustment				
		July 2024	July 2025	July 2026	July 2027	July 2028
	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)	(\$/Month)
Master Metered	\$5.02	\$5.02	\$5.02	\$5.02	\$5.02	\$5.02
3/4"	\$8.28	\$8.28	\$8.28	\$8.28	\$8.28	\$8.28
1"	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
1.5"	\$21.29	\$21.29	\$21.29	\$21.29	\$21.29	\$21.29
2"	\$32.48	\$32.48	\$32.48	\$32.48	\$32.48	\$32.48
3"	\$67.95	\$67.95	\$67.95	\$67.95	\$67.95	\$67.95
4"	\$114.51	\$114.51	\$114.51	\$114.51	\$114.51	\$114.51
6"	\$170.47	\$170.47	\$170.47	\$170.47	\$170.47	\$170.47
8"	\$282.30	\$282.30	\$282.30	\$282.30	\$282.30	\$282.30

Schedule of Water and Wastewater Rates (Continued)

Commodity Charge

Description		Proposed Rate				
	Existing Rate (\$/HCF)	July 2024 (\$/HCF)	July 2025 (\$/HCF)	July 2026 (\$/HCF)	July 2027 (\$/HCF)	July 2028 (\$/HCF)
Potable Water						
Residential, Master Meter, Domestic Agricultural						
Tier 1 - First 12 Units	\$4.01	\$4.16	\$4.40	\$4.70	\$4.99	\$5.26
Tier 2 - 13 Units and Higher	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Commercial, Industrial, Public	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Dedicated Irrigation	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Fire Service	\$4.45	\$4.80	\$5.09	\$5.39	\$5.67	\$6.01
Temporary/Out of Bounds/Emergency Service	\$6.17	\$6.94	\$7.51	\$8.10	\$8.66	\$9.21

Description						
	Existing Rate (\$/HCF)	July 2024 (\$/HCF)	July 2025 (\$/HCF)	July 2026 (\$/HCF)	July 2027 (\$/HCF)	July 2028 (\$/HCF)
Non-Potable Water	No Rate Adjustment					
Non-Potable Irrigation Water	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Blended Non-Potable Agricultural	\$3.36	\$3.36	\$3.36	\$3.36	\$3.36	\$3.36
Non-Potable Commercial Agricultural - Contractual (1)	\$0.74	TBD	TBD	\$2.40	\$2.40	\$2.40
Non-Potable Residential Landscape (SRM)	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40	\$2.40
Recycled Commercial Ag - Contractual (1)	\$0.47	TBD	TBD	\$2.40	\$2.40	\$2.40
Recycled Landscape Irrigation	\$2.40	\$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	\$2.40

Wastewater	Existing Rate (\$/EDU)	Proposed Rate				
		July 2024 (\$/EDU)	July 2025 (\$/EDU)	July 2026 (\$/EDU)	July 2027 (\$/EDU)	July 2028 (\$/EDU)
All Customers	\$43.05	\$48.77	\$54.14	\$60.11	\$66.73	\$74.08
Customers through City of Thousand Oaks	\$48.61	\$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 pumping for water delivery.

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

Outstanding Debt

Camrosa Water District			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2025	316,631	720,000	1,036,631
2026	288,932	760,000	1,048,932
2027	261,981	780,000	1,041,981
2028	238,144	815,000	1,053,144
2029	219,656	830,000	1,049,656
2030	201,850	845,000	1,046,850
2031	182,072	865,000	1,047,072
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$3,199,767	\$ 9,240,000	\$ 12,439,767

Outstanding Debt (Continued)

Water Program			
Debt Service			
FY	Interest	Principal	Total
2025	284,931	560,000	844,931
2026	263,319	595,000	858,319
2027	242,231	610,000	852,231
2028	223,619	635,000	858,619
2029	209,181	650,000	859,181
2030	195,257	660,000	855,257
2031	179,816	675,000	854,816
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$3,088,854	\$ 8,010,000	\$ 11,098,854

Outstanding Debt (Continued)

Potable Water Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2025	279,861	535,100	814,961
2026	259,214	568,300	827,514
2027	239,071	582,700	821,771
2028	221,293	606,500	827,793
2029	207,502	620,900	828,402
2030	194,203	630,300	824,503
2031	179,456	644,700	824,156
2032	168,300	175,000	343,300
2033	161,200	180,000	341,200
2034	153,800	190,000	343,800
2035	146,100	195,000	341,100
2036	138,100	205,000	343,100
2037	128,625	215,000	343,625
2038	117,625	225,000	342,625
2039	106,125	235,000	341,125
2040	94,125	245,000	339,125
2041	81,500	260,000	341,500
2042	68,250	270,000	338,250
2043	54,375	285,000	339,375
2044	39,750	300,000	339,750
2045	24,375	315,000	339,375
2046	8,250	330,000	338,250
TOTAL	\$3,071,100	\$ 7,813,500	\$ 10,884,600

Non-Potable Water Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2025	5,070	24,900	29,970
2026	4,105	26,700	30,805
2027	3,160	27,300	30,460
2028	2,326	28,500	30,826
2029	1,679	29,100	30,779
2030	1,054	29,700	30,754
2031	360	30,300	30,660
TOTAL	\$17,754	\$196,500	\$214,254

Outstanding Debt (Continued)

Wastewater Program			
2011A/2016 Project Bonds			
FY	Interest	Principal	Total
2025	31,700	160,000	191,700
2026	25,613	165,000	190,613
2027	19,750	170,000	189,750
2028	14,525	180,000	194,525
2029	10,475	180,000	190,475
2030	6,594	185,000	191,594
2031	2,256	190,000	192,256
TOTAL	\$ 110,913	\$ 1,230,000	\$ 1,340,913

Resolution No: 21-18

A Resolution of the Board of Directors
of Camrosa Water District

Adopting a Statement of Reserve Policy

Whereas, the District collects capital fees from new developments for both water and wastewater service and deposits said fees into a reserve account for future expansion of the respective systems; and

Whereas, large capital outlays will be necessary in the future for replacement of portions of the water and wastewater infrastructure as they come to the end of their useful life; and

Whereas, it is in the best interests of the customers of Camrosa to fund future expansion and capital replacement while minimizing additional debt; and

Whereas, it is in the best interests of the customers of Camrosa to fund emergency repairs while maintaining a stable rate structure; and

Whereas, it is the intent of the Board of Directors to maintain adequate reserves for ongoing needs, to minimize the need for new debt financing for future capital projects, and to maintain an affordable and stable rate structure; and

Whereas, the policy is being amended to incorporate an Unfunded Accrued Liability fund (UAL) to set aside monies for future prepayments to CalPERS;


Now, Therefore, Be It Resolved, by the Camrosa Water District Board of Directors, that the attached Statement of Reserve Policy is adopted and made effective this date; and

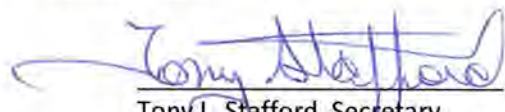
Be It Further Resolved that contributions to reserves shall be established at levels that will accumulate necessary funds to:

- Increase system capacity and accommodate growth
- Replace assets of the District as required
- Meet unanticipated emergencies
- Stabilize rates and dampen the effects of one-time expenditures that may otherwise require an adjustment in the District rate structure
- Meet the covenants of outstanding debt issues and other agreements; and

Be It Further Resolved that this reserve fund policy supersedes any and all reserve fund policies and reserve levels specified previously in District policies.

Adopted, Signed, and Approved this 14th day of October 2021.


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

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

Camrosa Water District Statement of Reserve Fund Policy

Purpose:

It is the intent of the Board to maintain adequate reserves for ongoing needs, to minimize the need for new debt financing for future capital projects and to maintain an affordable and stable rate structure. This statement is intended to provide guidelines for the maintenance of the financial reserves of the District. The ultimate goal of this statement is to identify the categories of reserves to be maintained, to establish the method for identifying the need for each category of reserves, to identify the sources of contribution to reserves, and to provide for periodic review of both reserve levels and this reserve policy.

Scope:

This reserve fund policy applies to all financial reserves of the District, as well as other funds that may be created from time to time which shall also be administered in accordance with the provisions of this policy. It includes reserves in the form of investments monitored and controlled by the Board as well as reserves held in trust in accordance with the covenants of specific debt issuance instruments.

Policy:

The budget for the District shall be prepared in a manner that assures adequate reserves for ongoing needs while minimizing the need for new debt. In particular, contributions to reserves shall be established at levels that will accumulate necessary funds to:

- establish sound formal fiscal reserve policies to ensure strong fiscal management to guide future District decisions;
- increase system capacity and accommodate growth;
- provide funding for current and future replacement of existing assets as they reach the end of their useful lives;
- meet unanticipated emergencies;
- help smooth rates from year-to-year, and to promote equity over the years to ratepayers; and
- meet the covenants of outstanding debt issues and other agreements.

All reserves must be identifiable to one of these purposes; reserves shall not be accumulated in excess of levels needed to satisfy these purposes. Reserves may, as deemed prudent by the Board, be used to satisfy more than one purpose.

Classification of Reserves:

Two primary classifications of reserves are established, each with several categories to earmark reserves for specific purposes identified in the policy above.

Restricted Assets There are three primary categories of restricted assets as follows:

- a. *Debt Covenant Reserves* are established in accordance with covenants of specific debt issuance instruments.
- b. *Specific Agreement Reserves* are established in accordance with agreements between the District and other agencies.
- c. *CIP Reserves* are funds earmarked for near-term expenditure under the approved Capital Improvement Plan (CIP) for the current fiscal year.

These reserves may only be used for the specific purposes outlined in the debt issuance instrument, the agreement with another agency or the annual CIP and may not be used to meet reserve levels required for other purposes.

Designated Reserves are established by the Board to meet purposes other than those identified to restricted assets. The categories of reserves that fall under this classification are:

- a. ***Capital Improvement Fund (CIF)*** – Capital cost recovery fees collected from developers to obtain entitlement to existing water and wastewater capacity and to fund construction of capacity expansion are segregated in the CIF.
Applicable Funds: Potable, Non-Potable and Wastewater Capital Improvement Funds.
- b. ***Capital Replacement Fund (CRF)*** – Funds are for both short-term and long-term purposes. The objective is to provide funds for the current and future replacement of existing capital assets as they reach their useful lives.
Applicable Funds: Potable, Non-Potable and Wastewater Capital Replacement Funds.
- c. ***Rate Stabilization Fund (RSF)*** – Funds operate as a buffer to water and wastewater rates during any period where there is an unexpected increase in operating costs or decrease in revenues. For example, in the event of an unexpected rate increase from Calleguas/MWD and the District chooses not to pass the increase on to its customers immediately, this fund could cover the shortfall in revenue. In addition, in a severe drought or extremely wet conditions, it is reasonable to expect that water sales could fluctuate significantly. The Rate Stabilization Fund will absorb these types of fluctuations in operations and help stabilize rates. A secondary purpose is to assure minimum debt service coverage of the District's bond covenants. In calculating debt service coverage, contributions from the RSF will be treated as revenue.

Applicable Funds: Potable, Non-Potable and Wastewater Rate Stabilization Fund.

- d. **Operating and Emergency Reserves (OER)** – Funds designated to provide financial flexibility in the day-to-day conduct of district business and to respond quickly to emergency situations that may pose threats to public health and the District's ability to sustain safe or reliable service.

Applicable Funds: Potable, Non-Potable and Wastewater Operating and Emergency Reserve Fund.

- e. **Unfunded Accrued Liability (UAL)** – Funds are for both short-term and long-term purposes. The objective is to provide funds needed to fully fund accrued liabilities. UAL payments are a dollar amount adjusted annually by CalPERS.

Applicable Funds: Potable, Non-Potable and Wastewater Operating Unfunded Accrued Liability Fund.

The Board of Directors may review fund designations from time-to-time and establish new or eliminate established designated reserve funds as operational needs may dictate.

Sources of Funds:

The source of funds for each category of reserves varies. For Restricted Assets, the source of funds to meet bond covenants or terms of individual agreements is specified in the debt issuance instrument or agreement that mandated the establishment of a reserve. Use of the funds is limited as specified in the covenants of the agreement. Reserves earmarked for near-term expenditure under the approved Capital Improvement Plan (CIP) for the current fiscal year will be deducted from the appropriate Designated Reserve and established as a Restricted Asset.

In the case of Designated Reserves, contributions may come from several sources as follows:

- a. **Capital Improvement Fund (CIF)** - Accumulated capital fees collected during property development to ensure adequate water and wastewater system capacity.
- b. **Capital Replacement Fund (CRF)** - Contribution from net operating results.
- c. **Rate Stabilization Fund (RSF)** - Contribution from net operating results from operations at the discretion of the Board to maintain the fund balance and to stabilize rates and meet the District's bond covenants.
- d. **Operating and Emergency Reserves (OER)** - Contribution from net operating results after all other contributions to reserves have been made.
- e. **Unfunded Accrued Liability (UAL)** – Contribution from net operating results or Capital Replacement Fund.

The contribution of revenues of the District to meet replacement needs is based upon expected replacement costs and expected remaining life of the various assets.

Expenditure of Reserves:

Expenditure of reserves is authorized as part of the annual budget process. Capital Replacement projects are individually authorized and may be designated either as Capital Improvement, Capital Replacement, Fixed Asset or a combination of, and funded from the appropriate reserve funds.

Prior to the expenditure of funds from any capital replacement fund, an analysis shall be conducted to determine if the asset has truly come to the end of its expected life and the asset is still required to meet the needs of District customers for the foreseeable future. In all cases, application of new technology should be considered to improve efficiency and economy of District operations.

Designated Reserves may also be used at the discretion of the Board to meet unanticipated financial needs such equipment failures, damage caused by natural disaster or other emergencies requiring funds beyond annual revenues. Funds contained in the Rate Stabilization Funds may be used to manage rates and rate increases and to offset sudden and unanticipated losses in revenue, such as reduced water and wastewater sales. These funds may be used to compensate for losses resulting from sudden increases in wholesale water rates and increases in water and wastewater operating costs and may be used to meet the minimum debt service coverage required in accordance with specific debt covenants. The contribution to and utilization of the Water and Wastewater Rate Stabilization Fund may be budgeted in the District's Annual Budget or utilized in an unanticipated financial need.

Levels of Reserve Funds:

Adequate levels of reserves are critical to the successful and stable short- and long-term operation of the District. Sufficient reserve fund balances will ensure that customers experience both stable rates for service and the security that the District can respond to short-term emergencies. Sufficient reserves will provide the overall financial strength to the District to protect its bonding capacity and to finance and construct the infrastructure necessary to renew existing systems and expand service levels to meet future needs. Rates and fees should be maintained at a level to ensure the balance within the various reserve funds are sufficient to meet the specified needs for the reserve funds without generating funds surplus to the District's needs.

- a. ***Restricted Assets*** – Reserves required by debt agreements and funds designated to fund the current year CIP will be maintained at 100% of level required by each reserve category. Funds in these reserve accounts will not be used to meet the required reserve fund balance for any other category of reserves.
- b. ***Capital Replacement (CRF)*** – At the beginning of each budget year, each reserve fund balance should be a minimum of 5% of the projected capital asset replacement value to determine the target level for the Capital Replacement Reserves.

- c. **Capital Improvement (CIF)** – The CIF is used for new development and is development driven as are the costs incurred; therefore, no minimum or maximum.
- d. **Rate Stabilization Fund (RSF)** – This fund is used to stabilize rates in the event of short to mid-term rate revenue loss, and/or higher than anticipated operating expenses that cannot be supported by normal revenues. Rate Stabilization funds can be used to balance the budget. The scheduled target will be 10% of the prior year's rate revenue. Rate revenue is defined as revenue generated from the commodity charges only.
- e. **Operating and Emergency Reserves (OER)** – The minimum target OER balance shall be the 45-Day average of operating expense budget (excluding wholesale water costs).
- f. **Unfunded Accrued Liability (UAL)** – The target is to be 100% percent funded with a zero UAL balance. To attain 100% funding level the use of reserves may be set aside in the UAL fund to apply additional discretionary payments towards the liability.

Review:

An annual review of reserve levels is necessary during the budget preparation process to ensure proper levels of reserves are maintained. In addition, this reserve policy shall be reviewed by the Board on a biennial basis to ensure continued conformance with long-term Board strategy.

Resolution No: 24-05

A Resolution of the Board of Directors
of Camrosa Water District

Adopting a District Investment Policy

Whereas, The Board of Directors has established a District Investment Policy to provide guidelines for the prudent investment of the District's temporarily idle cash; and,

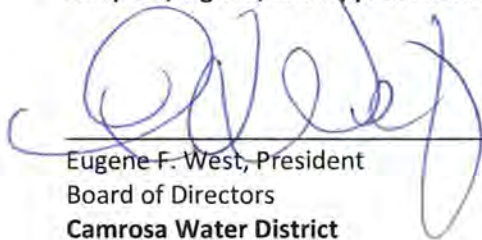
Whereas, It is in the best interests of the District to review that investment policy from time to time to ensure maximum yield while maintaining criteria to ensure safety and liquidity; and,

Whereas, The Investment Policy has been updated in conformance with permitted investments and maturities in accordance with state government codes; and,

Whereas, The Investment Policy has been presented to the full Board for review and comment; and,

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the attached Investment Policy is hereby adopted and made effective this date.

Adopted, Signed, and Approved this 11th day of April 2024.


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

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

**CAMROSA WATER DISTRICT
STATEMENT OF INVESTMENT POLICY
March 2024**

PURPOSE:

This statement is intended to provide guidelines for prudent investment of the District's temporarily idle cash, and outline policies and procedures for maximizing efficiency of the District's cash management system. The ultimate goal is to enhance the economic status of the District while protecting its cash resources. This policy also serves to organize and formalize the District's investment-related activities, while complying with all applicable statutes governing the investment of public funds. This policy is written to incorporate industry best practices and recommendations from sources such as the Government Finance Officers Association (GFOA), California Municipal Treasurers Association (CMTA), and California Debt and Investment Advisory Commission (CDIAC).

SCOPE:

This investment policy applies to all financial assets under the direct authority of the District, as well as other funds that may be created from time to time which shall also be administered in accordance with the provisions of this policy.

The District's investment policy does not apply to the following:

- Investments of bond proceeds are not subject to the provisions of this policy. Bond proceeds are to be invested pursuant to the permitted investment provisions of their specific bond indentures.
- Cash and investments held in lieu of retention by banks or other financial institutions for construction projects.

THE INVESTMENT PROCESS:

The investment of public funds is a professional discipline. The investment process has the following components:

- A written investment policy explicitly identifies the District's opportunities, constraints, preferences, and capabilities.
- An Investment Strategy identifying Investment opportunities and overall objectives of the District.
- A Market Analysis identifying the District's circumstances and market conditions.
- A Portfolio Analysis identifying adjustments needed in response to changing circumstances, results, and new objectives.

PRUDENCE:

Pursuant to California Government Code, Section 53600.3, all persons authorized to make investment decisions on behalf of the District are trustees and therefore fiduciaries subject to the *Prudent Investor Standard*:

“...all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds

portfolio. To attain this objective, the District will diversify its investments by investing funds among a variety of securities with independent returns.

Liquidity – The investment portfolio will remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. The District's financial portfolio must be structured in a manner which will provide that securities mature at approximately the same time as cash is needed to meet anticipated demands. To the extent possible, investments shall be matched with anticipated cash flow requirements and known future liabilities. The District will not invest in securities maturing more than five (5) years from the date of settlement, unless the Board of Directors has by resolution granted authority to make such an investment.

Return of Investments – The investment portfolio shall be designed with overall objective of obtaining a market rate of return throughout budgetary and economic cycles, commensurate with investment risk constraints for safety, liquidity, and cash flow needs.

AUTHORIZED INVESTMENTS:

The District's investments are governed by California Government Code, Sections 53600 *et seq.* An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

The General Manager must take special care to ensure that the list of instruments includes only those allowed by law. The following table contains allowable investment instruments per State Government Code (As of January 1, 2024). This table will be reviewed annually and updated as needed as part of the investment policy annual review.

INVESTMENT TYPE	MAXIMUM MATURITY	MAXIMUM SPECIFIED % OF PORTFOLIO	MINIMUM QUALITY REQUIRMENTS	GOV'T CODE SECTIONS
Local Agency Bonds	5 years	None	None	53601 (a)
U.S. Treasury Obligations	5 years	None	None	53601 (b)
State Obligations CA And Others	5 years	None	None	53601 (c) 53601 (d)
CA Local Agency Obligations	5 years	None	None	53601 (e)
U.S Agency Obligations	5 years	None	None	53601 (f)
Negotiable Certificates of Deposit	5 years	30%	None	53601 (i)
Non-Negotiable Certificates of Deposit	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	50%	None	53601.8 and 53635.8
Placement Service Certificates of Deposit	5 years	50%	None	53601.8 and 53635.8
Medium Term Notes	5 years or less	30%	"AA" rating category or its equivalent or better	53601 (o)
Mutual Funds And Money Market Mutual Funds	N/A	20%	Multiple (a)(b)	53601 (l) and 53601.6 (b)

be staggered to provide for liquidity and stability of income. The restriction on concentration in a single security type or institution is detailed above under Authorized Investments.

Investment Pools / Mutual Funds – Investment pools include LAIF, county pooled investment funds, and shares of beneficial interest (mutual funds and money market funds), and joint powers authority pools. A thorough investigation of any pool or fund is required prior to the District's investment on a periodic basis while funds are invested. The investigation will include review of the following items: eligible investments; investment policy and/or investment objectives; interest calculation, distribution, and treatment of gains/losses; schedule for receiving statements and portfolio listings; and fees.

Prohibited Investments – Investments by the District in securities permitted by the California Government Code, but not specifically approved by Board Resolution are prohibited without the prior approval of the Board of Directors. The District shall not invest any funds such as inverse floaters, range notes, and other instruments not outlined in California Government Code Section 53601 as allowable investments nor in any security that could result in zero interest if held to maturity. No representative of the District is authorized to engage in margin transactions, derivatives or reverse repurchase agreements on behalf of the District. Finally, while it may occasionally be necessary or strategically prudent of the District to sell a security prior to maturity to either meet unanticipated cash needs or to restructure the portfolio, no investment may be made for the sole purpose of speculating or taking an unhedged position on the future direction of interest rates.

Collateralization – Collateralization will be required on all certificates of deposit that exceed the FDIC/NCUA insurance limits. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value for Certificates of Deposits.

Security Dealers and Depositories – Where possible, the District shall seek to conduct its investment transactions with several competing, reputable security dealers and brokers as the need may arise. The selection process shall screen out institutions that lack viability or whose past practices suggest the safety of public capital, directed to or through such firms, would be impaired.

To be eligible, a firm must be licensed by the State of California as a broker/dealer as defined in Section 25004 of the California Corporations Code. Broker/dealers will be selected on the basis of their expertise in public cash management and their ability to provide service to the District's accounts. Broker/dealers shall be selected by creditworthiness (e.g., a minimum capital requirement of \$10,000,000 and at least five years of operation).

All financial institutions utilized for investment transactions (and which are not dealing only with the investment adviser) must supply the District with audited financials and a statement certifying that the institution has reviewed the California Government Code, Section 53600 *et seq.* and the District's investment policy and they understand and agree to abide by it. The District will conduct an annual review of the financial condition and registrations of such qualified institutions.

Ethics and Conflict of Interest – All participants in the investment process shall act as custodians of the public trust. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. Thus, employees and officials involved in the investment process shall refrain from personal business activity that could create a

Board of Directors - The Board of Directors shall consider and adopt a written Investment Policy. As provided in that policy, the Board shall receive, review, and accept monthly Cash Position Reports and Quarterly Investment Reports.

Investment Committee - An Investment Committee consisting of two (2) members of the Board of Directors appointed by the President, will meet with the General Manager as required to develop the general strategies, allocate reserve assets among various approved investment instruments, and to monitor results. The Committee shall include in its deliberations: potential risks to District funds, authorized depositors, brokers and dealers, the target rate of return on investments, and any other topics as it may determine or as directed by the Board of Directors. The Committee shall report to the full Board of Directors the results of the Investment Committee Meeting including any recommended actions. Investment transactions which require the transfer of funds from one investment to another shall require the signature of at least two board members, with the exception of interest installments and cash balances in the safekeeping account.

REPORTING:

The General Manager will provide the Board of Directors with monthly cash position and quarterly reports of investments. Such reports will provide at least the following: Type of investment, institution, date of maturity, amount of deposit, current market value of all securities maturing beyond one (1) year after reporting date, rate of interest and such other data as from time to time may be required by the Board.

ANNUAL REVIEW:

This investment policy shall be reviewed annually by the Investment Committee to ensure its consistency with respect to the overall objectives of safety, liquidity, and yield. Proposed amendments to the policy shall be reviewed by the Investment Committee and be forwarded to the Board of Directors for consideration.

institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED BANK DEPOSIT. A bank deposit that is collateralized at least 100% (principal plus interest to maturity). The deposit is collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

COLLATERALIZED TIME DEPOSIT. Time deposits that are collateralized at least 100% (principal plus interest to maturity). These instruments are collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DEBENTURE. A bond secured only by the general credit of the issuer.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DERIVATIVE. Any security that has principal and/or interest payments which are subject to uncertainty (but not for reasons of default or credit risk) as to timing and/or amount, or any security which represents a component of another security which has been separated from other components ("Stripped" coupons and principal). A derivative is also defined as a financial instrument the value of which is totally or partially derived from the value of another instrument, interest rate, or index.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a security to changes interest rates.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC). The Federal Deposit Insurance Corporation (FDIC) is an independent federal agency insuring deposits in U.S. banks and thrifts in the event of bank failures. The FDIC was created in 1933 to maintain public confidence and encourage stability in the financial system through the promotion of sound banking practices.

instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NATIONALLY RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO).

A credit rating agency that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

NEGOTIABLE CERTIFICATE OF DEPOSIT (CD). A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT PERSON (PRUDENT INVESTOR) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

SECURITIES AND EXCHANGE COMMISSION (SEC). The U.S. Securities and Exchange Commission (SEC) is an independent federal government agency responsible for protecting investors, maintaining fair and orderly functioning of securities markets, and facilitating capital formation. It was created by Congress in 1934 as the first federal regulator of securities markets. The SEC promotes full public disclosure, protects investors against fraudulent and manipulative practices in the market, and monitors corporate takeover actions in the United States.

SECURITIES AND EXCHANGE COMMISSION SEC) RULE 15c3-1. An SEC rule setting capital requirements for brokers and dealers. Under Rule 15c3-1, a broker or dealer must have sufficient liquidity in order to cover the most pressing obligations. This is defined as having a certain amount of liquidity as a percentage of the broker/dealer's total obligations. If the percentage falls below a certain point, the broker or dealer may not be allowed to take on new clients and may have restrictions placed on dealings with current client.

STRUCTURED NOTE. A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities, or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates - for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

Resolution No: 16-18

*A Resolution of the Board of Directors
of Camrosa Water District*

Establishing a Debt Management Policy

Whereas, the Camrosa Water District has a long history of issuing debt instruments to provide financing for various capital improvement projects; and

Whereas, the Camrosa Water District also has a long history of conservative, prudent financial practices relating to debt issuance; and

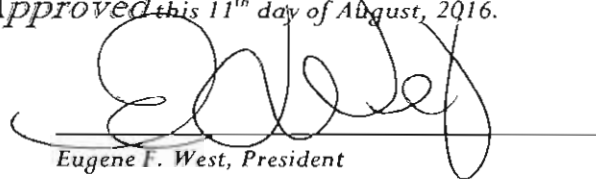
Whereas, the purpose of the debt management policy is to assist the District in pursuit of the following equally important objectives:

- Achieve the lowest cost of capital
- Ensure ratepayer equity
- Maintain a credit rating strategy and access to credit enhancement
- Preserve financial flexibility; and

Whereas, the Camrosa Water District established a debt management policy, memorializing these past and current practices as formal policy and establishing best practices of debt management for the District.


Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the proposed Debt Management Policy is hereby approved and adopted, and the General Manager is authorized to implement the policy.

Adopted, Signed, and Approved this 11th day of August, 2016.



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

ATTEST:



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

Debt Management Policy

Adopted August 11, 2016

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Debt Management Policy

Policy Statement

This policy documents the goals of the Camrosa Water District (District) for the use of debt instruments and provides guidelines for the use of debt for financing District water, sewer, and recycled water infrastructure and project needs. The District's overriding goal in issuing debt is to respond to and provide for its infrastructure, capital project, and other financing needs while ensuring that debt is issued and managed prudently in order to maintain a sound fiscal position and protect credit quality. The District issues debt instruments, administers District-held debt proceeds, and makes debt-service payments, acting with prudence, diligence, and attention to prevailing economic conditions.

The District will pay for all infrastructure, projects, and other financing needs from a combination of current revenues, available reserves, and prudently issued debt. The District believes that debt can provide an equitable means of financing projects for its customers and provide access to new capital. Debt will be used to meet financing needs (i) if it meets the goals of equitable treatment of all customers, both current and future; (ii) if it is the most cost-effective means available; (iii) if it is fiscally prudent, responsible, and diligent under the prevailing economic conditions; and (iv) if there are other important policy reasons therefor. The District will not issue debt without the approval of the Board of Directors (Board).

Purpose and Use of Debt

The District will utilize reasonable debt financing as an acceptable and appropriate approach to fund long-term improvements and thus ensure that existing and future users contribute equitably. Long-term improvements include the acquisition of land, facilities, infrastructure, and supplies of water; and enhancements or enlargements to existing capacity and facilities for obtaining, importing, transporting, and delivering additional quantities of water. These improvements are typically included in the District's Operating and Capital Budget and capital plans as adopted by the Board of Directors. Bond proceeds can be issued to fund the planning, design, land acquisition, construction, equipment, attached fixtures and moveable pieces of equipment, or other costs as permitted by law.

Purpose of Policy

The purpose of this debt management policy is to:

- Establish parameters for issuing debt
- Provide guidance to decision makers:

- With respect to all options available to finance infrastructure, capital projects, and other financing needs
- So that the most prudent, equitable and cost-effective method of financing can be chosen
- Document the objectives to be achieved both prior to issuance and subsequent to issuance
- Promote objectivity in the decision-making process
- Facilitate the financing process by establishing important policy decisions in advance

The District will adhere to the following legal requirements for the issuance of public debt:

- The state law which authorizes the issuance of the debt
- The federal and state laws which govern eligibility of the debt for tax-exempt status
- The federal and state laws which govern the issuance of taxable debt
- The federal and state laws which govern disclosure, sale, and trading of the debt both before and subsequent to issuance

Types of Debt

Revenues Bonds, Notes, Certificates of Participation, special tax or special assessment bonds, capital leases, commercial paper, bank loans, direct placements, and lease-purchase financings will be treated as debt and subject to these same policies.

General Provisions

The District will provide for a periodic review of its financial performance and review its performance relative to the financial policies outlined herein. These financial policies will be taken into account during the capital planning, budgeting, and rate setting processes. Necessary appropriations for annual debt service requirements will be routinely included in the District's annual budget. The District will maintain proactive communication with the investment community, including rating agencies, credit enhancers, and investors, to ensure future capital market access at the lowest possible interest rates.

The District's Debt Management Policy, the Reserve Policy, and the Investment Policy are integrated into the decision-making framework utilized in the budgeting and capital improvement planning process. As such, the following principles outline the District's approach to debt management:

- The District will issue debt only in the case where there is an identified source of repayment. Debt will be issued to the extent that (i) projected existing revenues

are sufficient to pay for the proposed debt service together with all existing debt service covered by such existing revenues, or (ii) additional projected revenues have been identified as a source of repayment in an amount sufficient to pay for the proposed debt.

- The District will not issue debt to cover operating needs, unless specifically approved by the Board.
- Debt issuance for a capital project will not be considered unless such project has been incorporated into the District's adopted Operating and Capital Budget or as otherwise approved by the Board.
- Each proposal to issue debt will be presented to the Finance Ad-Hoc Committee prior to presenting to the Board for approval. At that time, an analysis will be provided demonstrating conformity to this Policy. This analysis will address the purpose for which the debt is issued and the proposed debt structure.

Conditions for Debt Issuance

The following guidelines formally establish parameters for evaluating, issuing, and managing the District's debt. The guidelines outlined below are not intended to serve as a list of rules to be applied to the District's debt issuance process, but rather to serve as a set of practices to promote prudent financial management.

In issuing debt, the District's objectives will be to:

- Achieve the lowest cost of capital
- Ensure ratepayer equity
- Maintain a credit rating strategy, and access to credit enhancement
- Preserve financial flexibility

Standards for Use of Debt Financing

When appropriate, the District will use long-term debt financing to achieve an equitable allocation of capital costs/charges between current and future system users, to provide more manageable rates in the near and medium term, and to minimize rate volatility. The District shall not construct or acquire a facility if it is unable to adequately provide for the subsequent annual operation and maintenance costs of the facility throughout its expected life. Capital projects financed through debt issuance will not be financed for longer than the expected useful life of the project.

Debt Capacity

There is no specific provision within the California Government Code that limits the amount of debt that may be issued by the District. The District's future borrowing capability is limited by the debt coverage ratio and additional debt limitations required by the existing bond covenants.

Financing Criteria

Each debt issuance should be evaluated on an individual basis within the context of the District's overall financing objectives and current market conditions. The District will evaluate alternative debt structures (and timing considerations) to ensure the most cost-efficient financing under prevailing market conditions.

Credit Enhancement – The District will consider the use of credit enhancement on a case-by-case basis. Only when a clearly apparent savings can be realized shall credit enhancement be utilized.

Cash-Funded Reserve vs. Surety – If the issuance of debt requires a cash-funded debt service reserve fund, the District may purchase a surety policy or replace an existing cash-funded debt service reserve fund when deemed prudent and advantageous. The District may permit the use of guaranteed investment agreements for the investment of reserve funds pledged to the repayment of any of its debt when it is approved by the Board.

Call Provisions – In general, the District's securities should include optional call provisions. The District will avoid the sale of non-callable, long-term fixed rate bonds, absent careful evaluation of the value of the call option.

Additional Bonds Test/Rate Covenants – The amount and timing of debt will be planned to comply with the additional bonds tests and rate covenants outlined in the appropriate legal and financing documents, and this policy.

Short-Term Debt – The District may utilize short-term borrowing to serve as a bridge for anticipated revenues, construction financing, or future bonding capacity.

Variable-Rate Debt – Variable-rate debt products are rolling series of short-term investments that are resold periodically and are therefore priced at the short end of the yield curve at low interest rates. If an issuer accepts the risks inherent in variable interest rates, the issuer can take advantage of some of the lowest rates available on the market. Variable-rate debt may be appropriate for the District's portfolio, especially in the environment where increased interest earnings on invested funds offset the increased cost of variable-rate debt. Variable-rate debt products include variable-rate demand obligations, commercial paper, and auction rate securities. The District may consider the use of variable-rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In determining whether or not to use variable-rate debt, the District will analyze the risks associated with the variable-rate debt products, including derivative products.

Use of Variable-Rate Debt – The District may consider the use of variable-rate debt products to achieve a lower cost of borrowing or for short-term borrowing. In

determining whether or not to use variable-rate debt, the District will analyze, among other things, the risk associated with the variable-rate debt and the impact on the District's overall portfolio. Before issuing variable-rate debt, the District will analyze its cash position; the District will not issue variable-rate debt in an amount that exceeds 115 percent of its unrestricted cash position at the time of issuance.

Investment of Bonds Proceeds – Bond proceeds will be invested in accordance with the permitted investment language outlined in the bond documents for each transaction. The District will seek to maximize investment earnings within the investment parameters set forth in the respective debt financing documentation. The reinvestment of bond proceeds will be incorporated into the evaluation of each financing decision, specifically addressing the arbitrage/rebate position and evaluating alternative debt structures and refunding savings on a “net” debt service basis, where appropriate.

Refinancing Outstanding Debt

The Manager of Finance shall have the responsibility to evaluate potential refunding opportunities. The District will consider the following issues when analyzing potential refinancing opportunities:

Debt Service Savings – The District shall establish a target savings level equal to three percent or higher of the par refunded on a net present value (NPV) basis (after payment of all costs associated with the issuance). This figure will serve only as a guideline and the District may determine that a different savings target is appropriate; the District shall evaluate each refunding opportunity on a case-by-case basis. In addition to the savings guideline, the following shall be taken into consideration:

- Remaining time to maturity
- Size of the issue
- Current interest rate environment
- Annual cash flow savings
- The value of the call option
- Revision of restrictive or onerous covenants
- Other factors approved by the District

Restructuring – The District may seek to refinance a bond issue on a non-economic basis, in order to restructure debt, mitigate irregular debt service payments, accommodate revenue shortfalls, achieve a proper matching of debt service with revenues, release reserve funds, or comply with and/or eliminate rate/bond covenants.

Term/Final Maturity – The District may consider the extension of the final maturity of the refunding bonds in order to achieve a necessary outcome, provided that such extension is legal. The term of the debt should not extend beyond the reasonably expected useful

life of the asset being financed. The District may also consider shortening the final maturity of the bonds. The remaining useful life of the assets and the concept of intergenerational equity will guide these decisions.

Outstanding Debt Limitations

Prior to issuance of new debt, the District shall consider and review the latest credit-rating reports and guidelines to ensure the District's credit ratings and financial flexibility remain at levels consistent with the most highly rated comparable public agencies.

Selection of Financing Team Members

The District shall procure professional services as required to execute financing transactions and provide advice on non-transaction-related work. Professional services include Consultants (Financial Advisor, Legal Counsel – Bond, Disclosure and Tax); Service Providers (Trustee, Paying Agent, Printer, Letter of Credit, Verification Agent); and an Underwriting Team (Senior Manager, Co-Manager).

The District shall select its primary financing team members/consultant(s) by competitive process through a Request for Proposals (RFP) or a Request for Qualifications (RFQ).

The District shall establish selection criteria for selecting its financing team members. The criteria may include, but are not limited to:

- Professional excellence
- Demonstrated competence
- Specialized experience performing similar services for California agencies
- Education and experience of key personnel to be assigned
- Geographic proximity
- Staff capability
- Ability to meet schedules
- Nature and quality of similar completed work
- Reliability and continuity of the firm or individual
- Other considerations deemed by the District to be relevant and necessary to the performance of advisory services

Market Communication, Debt Administration and Reporting Requirements

Responsibilities – For purposes of this policy, the General Manager delegates responsibility of market communication, debt administration, and reporting requirements to the Manager of Finance, or appropriate position determined by the General Manager.

Rating Agencies – The Manager of Finance shall be responsible for maintaining the District's relationships with Standard & Poor's Ratings Services, Fitch Ratings, and Moody's Investors Service, as appropriate. The District shall, from time to time, deal with one, two, or all of these agencies as circumstances dictate. In addition to general communication, the Manager of Finance shall (1) meet, at least biennially, either in person or via phone, with credit analysts, and (2) offer, prior to each competitive or negotiated sale, conference calls or meeting(s) with rating analysts in connection with the planned sale.

Observance of Debt Covenants – The Manager of Finance will periodically ensure that the District is in compliance with all legal covenants for each debt issue.

Continuing Disclosure – The Manager of Finance will, for all debt issued, comply with Rule 15c3-12(b)(5) by required filing as covenanted in each debt issue's Continuing Disclosure Agreement. The Manager of Finance will maintain a calendar with the reporting deadlines and procedures for dissemination of annual reports and notices.

Record Keeping – A copy of all debt-related records shall be retained at the District's offices. At minimum these records shall include all official statements, bid documents, bond documents/transcripts, resolutions, trustee statements, leases, and title reports for each financing (to the extent available). To the extent possible, the District shall retain an electronic copy of each document, preferably in PDF or CD-ROM format.

Arbitrage Rebate – The District will comply with the administratively adopted policies and procedures regarding tax-exempt financings and tax-exempt finance property, as well as the tax and arbitrage certifications associated with each issue.

Policy Review – This policy should be reviewed on a biennial basis and adopted by the Board.

GLOSSARY OF TERMS

Advance Refunding A procedure where outstanding bonds are refinanced by the proceeds of a new bond issue prior to the date on which the outstanding bonds become due or are callable. Generally, either the entire outstanding issue is refunded (full refunding) or only the callable bonds are refunded (partial refunding).

Amortization The planned reduction of a debt obligation according to a stated maturity or redemption schedule.

Arbitrage The difference between the interest paid on the tax-exempt securities and the interest earned by investing the security proceeds in higher-yielding taxable securities. IRS regulations govern arbitrage on the proceeds from issuance of municipal securities.

Balloon Maturity A later maturity within an issue of bonds which contains a disproportionately large percentage of the principal amount of the original issue.

Basis Points The measure of the yield to maturity of an investment calculated to four decimal places. A basis point is one one-hundredth of one percent (.01 percent).

Bond Anticipation Notes (BANS) Notes issued by the government unit, usually for capital projects, which are paid from the proceeds of the issuance of long term bonds.

Bullet Maturity A maturity for which there are no sinking-funds payments prior to the stated maturity date.

Call Provisions The terms of the bond contract giving the issuer the right to redeem all or a portion of an outstanding issue of bonds prior to their stated dates of maturity at a specific price, usually at or above par.

Capitalized Interest A portion of the proceeds of an issue set aside to pay interest on the securities for a specific period of time. Interest is commonly capitalized for the construction period of the project.

Certificates of Participation (COP) A bond from an issue, which is secured by lease payments made by the party leasing the facilities, financed by the issued. Typically COPs are used to finance the construction of facilities (e.g., infrastructure or buildings) used by a municipal agency, which leases the facilities from a financing authority. Often the agency is legally obligated to appropriate moneys from its general tax revenues to make lease payments.

Competitive Sale A sale of securities by an issuer in which underwriters or syndicates of underwriters submit sealed bids to purchase the securities in contrast to a negotiated sale.

Continuing Disclosure The principle that accurate and complete information material to the transaction, which potential investors would be likely to consider material in making investment decisions with respect to the securities, be made available on an ongoing basis.

Credit Enhancement Credit support purchased by the issuer to raise the credit rating of the issued. The most common credit enhancements consist of bond insurance, direct or standby letters of credit, and lines of credit.

Debt Service Reserve Fund The fund in which moneys are placed, which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements.

Discount Bonds Bonds which are priced for sale at a discount from their face or par value.

Derivative A financial product whose value is derived from some underlying asset value.

Escrow A fund established to hold moneys pledged and to be used to pay debt service on an outstanding issue.

Gross Spread The fees that underwriters receive for selling a public debt offering. The gross spread is equal to the difference between the price of a security paid by the underwriter and the offering price charged to the public.

The gross spread comprises three components:

Takedown: Normally the largest component of the spread, similar to a commission, which represents the income derived from the sale of securities. If bonds are sold by a member of the syndicate, the seller is entitled to the full takedown (also called the “total takedown”).

Management Fee: The amount paid to the senior manager and/or co-managers for handling the affairs of the syndicate.

Expenses: The costs of operating the syndicate for which the senior manager may be reimbursed.

Lease-Purchase A financing lease which may be sold publicly to finance capital equipment, real property acquisition or construction. The lease may be resold as certificates of participation or lease revenue bonds.

Letters of Credit A bank credit facility wherein the bank agrees to lend a specified amount of funds for a limited term.

Management Fee The fixed percentage of the gross spread which is paid to the managing underwriter for the structuring phase of a transaction.

Negotiated Sale A method of sale in which the issuer chooses one underwriter to negotiate terms pursuant to which such underwriter will purchase and market the bonds.

Original Issue Discount The amount by which the original par amount of an issue exceeds its public offering price at the time it is originally offered to an investor.

Overlapping Debt That portion of the debt of other governmental units for which residents of a particular municipality are responsible.

Pay-As-You-Go An issuer elects to finance a project with existing cash flow as opposed to issuing debt obligations.

Present Value The current value of a future cash flow.

Private Placement The original placement of an issue with one or more investors, as opposed to being publicly offered or sold.

Rebate A requirement imposed by the Tax Reform Act of 1986 whereby the issuer of the bonds must pay the IRS an amount equal to its profit earned from the investment of bond proceeds at a yield above the bond yield calculated pursuant to the IRS code, together with all income earned on the accumulated profit pending payment.

Special Assessments Fees imposed against properties that have received a special benefit by the construction of public improvements, such as water, sewer, and irrigation.

Underwriter A dealer that purchases new issues of municipal securities from the issuer and resells them to investors.

Underwriter's Discount The difference between the price at which bonds are bought by the underwriter from the issuer and the price at which they are reoffered to investors.

Variable-Rate Debt An interest rate on a security that changes at intervals according to an index, formula or other standard of measurement, as stated in the bond contract.

Resolution No: 17-02

*A Resolution of the Board of Directors
of Camrosa Water District*

Establishing a Budget Policy

Whereas, the budget is presented as a policy document, an operational tool, a financial planning tool and a link to the Strategic Plan and considered a communication tool to the District's community and stakeholders; and,

Whereas, the purpose of the budget policy is to provide guidelines that will influence and direct the financial management practice of the District; and,

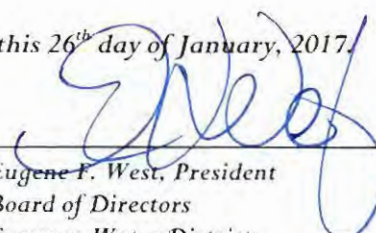
Whereas, the main reasons for establishing a budget policy is to:

- *Ensure quality of existing core services;*
- *Establish organizational goals to guide decision making;*
- *Develop a budget to achieve goals;*
- *Incorporate a long-term perspective;*
- *Evaluate performance and make adjustments;*
- *Strengthen the financial position;*
- *Focus budget decisions on results and outcomes; and*
- *Involve and promote effective communication with stakeholders.*


Whereas, the Camrosa Water District established a budget policy, memorializing as a formal policy and establishing best practices of financial management for the District;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the proposed Budget Policy is hereby approved and adopted, and the General Manager is authorized to implement the policy.

Adopted, Signed, and Approved this 26th day of January, 2017.


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

ATTEST:


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

Budget Policy

The budget is presented as a policy document, an operational tool, a financial planning tool, and a link to the Strategic Plan. In addition, it is also considered a communication tool to the District's community and stakeholders.

The main reasons for establishing a budget policy is to:

- Ensure quality of existing core services;
- Establish organizational goals to guide decision making;
- Develop a budget to achieve goals;
- Incorporate a long-term perspective;
- Evaluate performance and make adjustments;
- Strengthen the financial position;
- Focus budget decisions on results and outcomes; and
- Involve and promote effective communication with stakeholders

1.1 Purpose

The purpose of the Camrosa Water District's Budget Policy is to provide guidelines that will influence and direct the financial management practice of the District. A financial policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management. An effective financial policy: Provides principles and guidelines that minimize costs and reduce risk, maintains appropriate financial capacity for present and future needs, ensures legal compliance and maintains appropriate internal controls.

2.1 Budget Submittal and Adoption

- In order to facilitate and implement the budget process, the General Manager will propose an annual budget calendar at the first regular Board meeting in January in every year.
- No later than two months before the end of each fiscal year, the General Manager shall prepare and submit to the Board of Directors a draft annual budget for the ensuing fiscal year.
- The Board of Directors will adopt by formal resolution an operating and capital budget every year by June 30.
- The fiscal period for the District is July 1 to June 30.

3.1 Balanced Budget

- Adopted annual budgets shall ensure that operating revenues fully cover operating expenditures, including debt service within the Water and Wastewater enterprise.
- In the event of a shortfall, use of the rate stabilization fund or an inter-fund loan is allowable.

- One-time revenues shall only be used to cover one-time costs and ongoing revenues shall only be used to cover ongoing costs.
- Debt service funds shall not be utilized for operating expenses.

4.1 Amendments to Adopted Budget

- Initial appropriations (excluding carryovers and encumbrances for multi-year capital projects) will be made during the annual budget process when all District needs can be reviewed and prioritized in a comprehensive manner.
- The annual budget process will include multiple year projections.
- The General Manager has the authority to adjust the budget at the operational level within an enterprise and shall report budget performance to the Board of Directors on a quarterly basis.
- Additional appropriations from reserves must go to the Board of Directors for approval.

5.1 Budget Process

- The budget preparation process is developed by the General Manager with input from the Board of Directors.
- The District will develop its annual budget in such a manner to incorporate historical trend analysis for revenues and expenditures with an adjustment for increasing import water costs, current water demand trends, and other considerations as appropriate.
- The budget process will include a review of the current and future utility rates to determine the necessity to set a public hearing to increase rates to offset operational costs.

6.1 Form of Budget

- The budget shall present an itemized statement of the appropriations recommended by the General Manager to include estimated expenses and permanent improvements for each enterprise and program.
- Comparative data of the appropriations and expenditures for the current and previous fiscal year, as well as the increases or decreases in the recommended budget, shall be provided.

7.1 Capital Budget

- The Capital Improvement Program and the Operating Budget will be reviewed at the same time to ensure that the District's capital and operating needs are balanced and that the Capital Improvement Program is aligned with the District's long-range plans.
- Capital expenditures shall meet the requirements of generally accepted accounting principles (GAAP).

- The District will identify the estimated costs and potential funding sources for each capital project proposal.
- The District will develop a five-year plan for capital improvements including operations and maintenance costs to be updated each year.
- The District will utilize grant funding and other outside resources whenever possible.
- The District will utilize the least costly financing method for all new projects.

8.1 Long Term Financial Forecast

- The District will develop a five-year financial forecast for operating and capital improvement projects; including operations and maintenance costs, and update it every year as part of the annual budget process.
- The financial forecast will identify the District's source of funds for which future capital improvement projects will necessitate.
- The financial forecast will include escalating operational cost index factor for ongoing routine operation expenditures.
- The financial forecast will identify the necessity of potential utility rate increases based upon imported water rates and operational costs.

9.1 Debt Service Ratios/Reserve Financial Position

- The District will meet or exceed minimum debt service coverage ratios required by governing bond indentures.
- The District will ensure minimum reserve levels are met after appropriation of one-time capital appropriations.

10.1 Budgetary Control

- The District shall prepare monthly reports on revenues and expenditures that compare budget-to-actual financial performance for Staff and reviewed quarterly by the Board of Directors.
- The District will monitor revenues and expenditures on an ongoing basis and ensure that expenditures do not exceed appropriations within an enterprise fund and program for the annual fiscal period.
- Each Program Manager is responsible for ensuring expenditures remain within budget.
- Any deviation from the Budget Policy will be brought to the Board of Directors for approval.

Resolution No: 21-17

**A Resolution of the Board of Directors
of Camrosa Water District**

Updating the Pension Funding Policy

Whereas, the Board of Directors deems it essential that Camrosa Water District establish fiscally responsible management practices; and

Whereas, the Board of Directors recognizes the CalPERS accrued unfunded liability could potentially cause financial stress and impact the District's operations and rates; and

Whereas, the Board of Directors seeks to address its unfunded CalPERS liability in the most cost-efficient manner possible; and

Whereas, it is the desire of the Board of Directors to establish a Pension Funding Policy to provide guidance and strategies for addressing the District's retirement liabilities; and

Whereas, the policy includes internal budgeting, policy directives and financing mechanisms for the Board of Directors and Staff to address the District's retirement liabilities; and

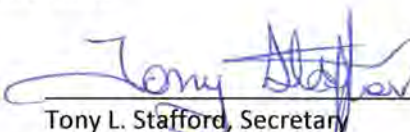
Whereas, it is in the best interests of the District to establish a written pension funding policy to serve as a living document, which will require periodic review and updates to take into account changes in the District's unfunded accrued liability and financial position; and

Whereas, the policy has been updated to implement internal controls for staff regarding procedures for additional discretionary payments;

Now, Therefore, Be It Resolved, by the Camrosa Water District Board of Directors, that the attached Pension Funding Policy is hereby incorporated into this resolution and adopted by the Board of Directors.

Adopted, Signed, and Approved this 14th day of October 2021.


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

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

CAMROSA WATER DISTRICT

Pension Funding Policy

This policy is intended to provide guidance and strategies to current and future Board of Directors for addressing the District's retirement liabilities. The policy includes internal budgeting, policy directives, and financing mechanisms.

Background

The District has a history of being fiscally conservative and maintaining fiscally responsible management practices. The District recognizes the unfunded CalPERS liability could potentially cause financial stress and impact the District's operations and rates. As such, the District seeks to address its unfunded CalPERS liability in the most cost-efficient manner possible.

CalPERS Normal Costs represent the cost of pension benefits earned by current employees in the current fiscal year. Normal Costs are paid as a percentage of the District's payroll. Unfunded Accrued Liability ("UAL") represents the shortfall in assets needed to fully fund prior benefits earned by employees and retirees, which occurs for a variety of reasons. UAL payments are a dollar amount adjusted annually by CalPERS.

Annual Review

Addressing retirement costs is a dynamic process. CalPERS makes regular adjustments to the District's Normal Costs and UAL due to changes in investment performance, employee/retiree events, benefit levels, and actuarial assumptions. These changes will require multi-year financial planning and for the District to make corresponding budgetary adjustments. The District will therefore evaluate its pension liabilities each year.

After the release of the most current CalPERS actuarial report, staff will present a summary of the plan's funding status. This information will be presented during a public Board meeting, which will include a summary of funding status, funding progress compared to prior years, as well as any recommended actions and/or budget adjustments.

Target Funding Level

The District paid off its entire UAL from available reserves in the amount of \$4,996,392 in March 2020. The District will seek to maintain a fully funded pension fund.

Allocation of Additional Resources / ADPs

The District seeks to maintain adequate levels of reserves in accordance with its stated reserve goals and adopted reserve policies. The District will implement a Pension Liability Reserve Fund to manage the ongoing CalPERS UAL. The District will budget for the anticipated UAL as a specific line item in the annual budget and reserve worksheet.

CAMROSA WATER DISTRICT

Pension Funding Policy

Targeting Strategies

At the discretion of the Board, the District may apply Additional Discretionary Payments (ADPs) toward the Amortization Bases with the longest remaining term (maturity) to maximize interest costs savings. Should the District seek to optimize budgetary (cash flow) impact, it may seek to apply these monies toward the Amortization Bases with the shortest term.

All pre-funding decisions will require detailed financial analysis to be performed; and will include proper documentation of the analysis, methodology, and decision-making process.

STRATEGIES

The District has several different financing strategies available to address its pension liabilities. In addition to establishing a specific Pension Liability Reserve Fund, it could utilize one or more of the following strategies:

1. **115 Trust** – The District may seek to invest monies in a 115 Trust, to allow the District to match the investment options more closely to the pension liabilities.
2. **Use of Reserves and One-Time Monies** – The District maintains reserves comprised of unrestricted and restricted reserves. The District's Reserve Policy is to maintain target levels in unrestricted reserves towards the potable, non-potable, and wastewater operation and emergency reserves, rate stabilization fund, and capital replacement funds. The District may apply monies from its reserves to prepay and/or payoff its UAL with CalPERS. Repayment to the respective reserve funds from where monies for prepayment were taken will come from net operating results.
3. **Salary/Benefit Cost Containment** – During consideration of employee raises, District staff will take into consideration the impact of any raises on employee contribution levels to the Normal CalPERS costs and the UAL. During each budget cycle, District staff will perform a financial analysis of the proposed salary /benefit increases on the District's Pension Costs. This information will be presented to the Board of Directors for their consideration. Additionally, consideration may be given to requiring employees to pay a portion or all the Required Employee Contribution Rate that Camrosa currently pays on behalf of employees.

CalPERS assumes that wages will increase by 2.75%, on average, over time. This measure should serve as a benchmark for analysis. Any analysis should not measure salary/wage growth on an individual year, but rather over a long-term basis.

4. **Tax-Exempt Exchange** – The District has a history of funding capital projects through a pay-as-you-go method. To the extent the District has pay-as-you-go capital projects and where it is financially feasible to finance, the District may seek to finance such projects with tax-exempt bonds or other financing methods and use the capital project's budgeted amounts for Additional Discretionary Payments. If monies are taken from reserves, then the pension Liability Fund contributions may be increased through amortizing the removed funds and repayment to the respective reserve fund.

CAMROSA WATER DISTRICT

Pension Funding Policy

Internal Controls

District staff shall establish internal controls documenting the procedures for any additional discretionary payments towards the UAL as follows:

1. Staff will present the yearly actuarial report to the Board.
2. Board must approve all ADPs.
3. Upon Board approval, staff will initiate the ADP.
4. The Finance Manager and General Manager must review and approve the payment before submittal to CalPERS.

If approved, the District's Pension Funding Policy will be adopted by Resolution. The Policy is intended to serve as a living document, which will require periodic review and updates to consider changes in the District's UAL and financial position. Any amendments to this Policy will be made by Resolution.

Community Profile

This section contains demographic and economic statistics of the District's community profile. It also includes service area assessed valuations, and largest customers data.

The following are key demographics. The District has chosen to use the City of Camarillo's data as representative of the District. The region also has a very large military population at the nearby Point Mugu Naval Air Station and Port Hueneme, which adds stability. The District participates in the broad and diverse Oxnard-Thousand Oaks-Ventura metropolitan statistical area (MSA) economy. Camarillo's household income levels are strong with median household effective buying income.

Demographic and Economic Statistics Last Ten Calendar Years City of Camarillo

Year	Unemployment Rate	Population	Personal Income (in thousands)	Per Capital Personal Income
2014	4.4%	66,752	2,572,222	38,534
2015	4.4%	67,154	2,586,638	38,518
2016	5.8%	69,924	2,963,380	42,380
2017	4.5%	69,623	2,933,008	42,127
2018	3.6%	68,741	3,271,440	47,591
2019	4.3%	69,880	3,231,171	46,625
2020	4.1%	70,261	3,461,602	50,186
2021	5.8%	71,898	3,407,642	49,833
2022	2.6%	71,849	3,612,257	52,439
2023	2.3%	70,905	3,754,073	52,945

Source: City of Camarillo CAFR and UCSB Economic Forecast Project

Note (1) The District has chosen to use the City of Camarillo's data as a representative of the District.

The District's service area encompasses property with over \$7.1 billion of assessed valuation. District residents have easy access to jobs countywide and in Los Angeles.

Service Area Assessed Valuations

Fiscal Year	Secured Assessed Valuation	Unsecured Assessed Valuation	Total	% Change
2014	4,678,271,589	139,077,637	4,817,349,226	0.84%
2015	4,907,112,472	128,877,820	5,035,990,292	4.54%
2016	5,145,103,092	115,142,342	5,260,245,434	4.45%
2017	5,330,477,983	121,837,738	5,452,315,721	3.65%
2018	5,583,931,181	165,603,337	5,749,534,518	5.45%
2019	5,821,051,039	168,334,118	5,989,385,157	4.17%
2020	6,061,204,136	190,366,546	6,251,570,682	4.38%
2021	6,322,329,671	195,452,356	6,517,782,027	4.26%
2022	6,525,470,690	192,048,584	6,717,519,274	3.06%
2023	6,978,681,814	193,733,530	7,172,415,344	6.77%

Ten Largest Water Customers
Fiscal Year 2023

	<u>Customer</u>	<u>Customer Type</u>	<u>Acre-Feet</u>	<u>Annual Revenues</u>	<u>% of Water Sales</u>
1	Leisure Village	Residential	801	\$ 1,086,199	6.38%
2	Reiter Brother Inc	Agricultural	928	979,982	5.75%
3	Calif. State University CI	Public	322	450,947	2.65%
4	Mahan Ranch Golf Club LLC	Commercial	228	426,116	2.50%
5	Duda Farm Fresh Foods, Inc	Agricultural	394	301,145	1.77%
6	A Hartman Ranch, Inc.	Agricultural	275	264,169	1.55%
7	Camlam Farms Inc.	Agricultural	526	176,433	1.04%
8	Pleasant Valley Park & Rec	Irrigation	72	141,598	0.83%
9	Hagleroad	Agricultural	92	135,569	0.80%
10	A.B.P.	Agricultural	88	124,927	0.73%
Total Ten Largest Customers			3,726	\$ 4,087,085	23.99%
All Other Customers			5,914	12,948,453	76.01%
Total Water Revenue for District			9,640	\$ 17,035,538	100.00%

Ten Largest Wastewater Customers
Fiscal Year 2023

	<u>Customer</u>	<u>EDUs</u>	<u>Annual Revenue</u>	<u>Wastewater</u>
1	Leisure Village	2,162	\$ 1,053,602	23.80%
2	CSUCI	642	312,936	7.07%
3	Rancho Adolfo Mobile Home Estates	255	124,297	2.81%
4	Corte Madera/Avalonbay Comm. Inc	161	97,001	2.19%
5	Essex Camino Inc.	161	97,001	2.19%
6	Adolfo Camarillo High School	59	27,166	0.61%
7	Emeritus at Camarillo	56	27,297	0.62%
8	Camino Ruiz LLC	47	22,910	0.52%
9	Marriott Brighton Gardens	42	20,472	0.46%
10	Pleasant Valley School	38	18,523	0.42%
Total Ten Largest Wastewater Customers		3,623	\$ 1,801,204	40.69%
All Other Customers		5,502	2,625,577	59.31%
Total Wastewater Revenue for District		9,125	\$ 4,426,781	100.00%

Board Memorandum

June 6, 2024

To: General Manager

From: Jozi Zabarsky, Customer Service Manager

Subject: Consolidation of the District's General Election

Objective: Consolidate the District's General Election with elections of other agencies in the same territory and set parameters regarding length and liability for costs of candidate statements.

Action Required: Adopt a resolution Requesting Consolidation of the General District Election, Scheduled for November 5, 2024, with Other Elections Called to be Held on the Same Day and in the Same Territory.

Discussion: An election will be conducted on November 5, 2024, for the purpose of electing two (2) members of the Camrosa Water District Board of Directors. The District has the option of consolidating its General Election with the elections of other agencies. The Ventura County Clerk has requested the District provide a resolution specifying whether the General Election scheduled for November 5, 2024 shall be consolidated.

Consolidation of the District's elections with the County General Election is the most cost-effective way to conduct the District's General Election held every two years. Staff has prepared the attached resolution that would allow the election to be consolidated and obligate the District to pay the fees imposed by the County for providing this service.

In addition, the District is required to provide notice to the Ventura County Clerk establishing whether the candidates or the District will bear the cost of the publication of their statements. In prior elections, the Board has considered and agreed that candidates will bear the cost of the publications of their statements.

Resolution No: 24-12

A Resolution of the Board of Directors
of Camrosa Water District

**Requesting Consolidation of the General District Election
Scheduled for November 5, 2024, with Other Elections Called
to be Held on the Same Day and in the Same Territory**

Whereas, an election shall be conducted for the Camrosa Water District pursuant to the Uniform District Election Law commencing with Section 10500 of the Elections Code on November 5, 2024, for the purpose of electing two (2) members of the Board Directors; and

Whereas, the Board of Directors wishes the Election Division of the Office of the County Clerk to conduct said election; and

Whereas, pursuant to Section 10403 and 10418 et seq. of the Election Code, said election may be consolidated with the statewide election to be held on the same day; and

Whereas, the Board of Directors desires that the General District Election be consolidated with any other elections that may be held on the same date and involving the same territory; and

Whereas, pursuant to Election Code Section 15651, in the event of a tie for any Director seat the election winner will be determined by lot administered by the County of Ventura;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the General District Election of this District is to be held on November 5, 2024, and consolidated with any other elections held on the same date and involving all or a portion of the territory of the District pursuant to Section 10400 et seq. of the Elections Code; and,

Be It Further Resolved that, pursuant to Election Code Section 10002, the District shall reimburse the County of Ventura in full for the services performed upon presentation of a bill from the County of Ventura to the District.

Adopted, Signed, and Approved this 6th day of June 2024.

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

Norman Huff, Secretary
Board of Directors
Camrosa Water District

(ATTEST)

Board Memorandum

June 6, 2024

To: Board of Directors

From: Norman Huff, General Manager

Subject: Pleasant Valley County Water District CWRP Recycled Water Agreement

Objective: Renew the *Agreement Between Camrosa Water District and Pleasant Valley County Water District Recycled Water Regarding Use of Camrosa's Recycled Water Supply* expiring May 23, 2024.

Action Required: Authorize the General Manager to enter into an agreement with Pleasant Valley County Water District (PVCWD) extending the term to June 6, 2025, and adding one-year automatic renewal terms and 60-day termination clauses for delivery of Camrosa Water Reclamation Facility (CWRP) recycled water that would otherwise be discharged into the creek and/or the Salinity Management Pipeline (SMP).

Discussion: On June 22, 2017, the Camrosa Board of Directors approved the original *Agreement Between Camrosa Water District and Pleasant Valley County Water District Recycled Water Regarding Use of Camrosa's Recycled Water Supply* ("Agreement") providing for the sale of excess recycled water to Camrosa. The recycled water deliveries become available to PVCWD when there is no demand for recycled water in Camrosa's service area. This agreement allows Camrosa to sell this surplus recycled water to PVCWD during times of low demand and avoid the cost and labor of discharging into the creek and/or the SMP.

The District's updated Waste Discharge Requirement permit (WDR No. R4-2019-0118) allows the District to deliver recycled water from CWRP to PVCWD. The District began delivery of recycled water to PVCWD on November 6, 2019.

This Agreement has no requirements for Camrosa to deliver any specified amounts of CWRP recycled water to PVCWD, and with a 60-day termination clause allows Camrosa the flexibility to put this water to the best beneficial use, as determined by Camrosa, at any time.

Attachments:

- *Agreement Between Camrosa Water District and Pleasant Valley County Water District Regarding the Use of Camrosa's Recycled Water Supply* (6/6/24)
- *Agreement Between Camrosa Water District and Pleasant Valley County Water District Regarding Use of Camrosa's Recycled Water Supply* (5/25/23)

AGREEMENT BETWEEN CAMROSA WATER DISTRICT AND
PLEASANT VALLEY COUNTY WATER DISTRICT REGARDING
THE USE OF CAMROSA'S RECYCLED WATER SUPPLY

THIS AGREEMENT BETWEEN CAMROSA WATER DISTRICT AND PLEASANT VALLEY COUNTY WATER DISTRICT REGARDING THE USE OF CAMROSA'S RECYCLED WATER SUPPLY ("Agreement") is entered into this 6th day of June 2024, ("Effective Date"), between CAMAROSA WATER DISTRICT ("Camrosa") and PLEASANT VALLEY COUNTY WATER DISTRICT ("Pleasant Valley"), both California county water districts formed pursuant to California Water Code Section 30000, et seq. Camrosa and Pleasant Valley are at times collectively referred to as "Parties" or individually as "Party."

RECITALS

A. Camrosa produces recycled water from the Camrosa Water Reclamation Facility ("CWRF"), which, unless used within the District would be discharged to the Salinity Management Pipeline ("SMP") and lost to the ocean.

B. Pleasant Valley's primary mission is to provide supplemental water to agricultural users within the boundaries of its district and to maintain and preserve the limited groundwater resources within its district. Using Camrosa's recycled water from the CWRF allows Pleasant Valley to reduce its groundwater production.

C. Camrosa has previously made its recycled water available for use by Pleasant Valley pursuant to a Memorandum of Understanding, dated November 21, 2019.

D. The parties wish to confirm and continue the arrangement for Pleasant Valley's use of Camrosa's recycled water, as set forth in this Agreement.

AGREEMENT

NOW THEREFORE, it is agreed as follows:

1. Availability of Water pursuant to this Agreement.
 - (a) Pleasant Valley acknowledges that Camrosa cannot guarantee, for whatever reason, to Pleasant Valley the amount of recycled water, if any, available for purchase by Pleasant Valley under this Agreement.
 - (b) During the term, or any subsequent renewal terms, of this Agreement, Camrosa shall make available to Pleasant Valley for purchase any recycled water that would otherwise be subject

to being discharged to the Salinity Management Pipeline (SMP). The purchase price for such recycled water is set forth in Section 3, below.

2. Use Restrictions; Indemnification. Pleasant Valley acknowledges and agrees that all recycled water delivered to Pleasant Valley pursuant to this Agreement must be used only within the boundaries of Pleasant Valley Water District. Pleasant Valley shall defend, indemnify, and hold harmless Camrosa, its officers, directors, employees, managers, and agents from any and all claims, lawsuits, demands, judgments, or other liability arising out of, directly or indirectly, Pleasant Valley's distribution of recycled water delivered under this Agreement inside and outside Pleasant Valley's jurisdictional boundaries.

3. Monthly Payment. Pleasant Valley has no obligation to take any recycled water from Camrosa under this Agreement. Pleasant Valley shall pay Camrosa for any recycled water delivered by Camrosa to Pleasant Valley ("Delivered Water") in accordance with the following provisions:

(a) Subject to subparagraph 3(b), below, the base unit price per acre-foot (AF) of recycled water is \$202.69 per acre-foot, plus calculated electrical costs. Electrical costs are calculated according to a proportional share of the water delivered to PVCWD via the PV Metering Station, located at Camrosa's Ponds Pump site, where the discharge of the Camrosa-owned PV Pumps is metered into the PVCWD irrigation water distribution system. Both parties recognize that there are multiple interrelated variables that affect energy consumption and that the energy cost allocation described below is a reasonable but not exact allocation of energy consumption.

1. A kWh/AF energy factor for the production and delivery of CWRf water is calculated monthly.

2. A cost per kWh is calculated and applied to the production and delivery components of the formula each month.

3. Energy costs for delivery of CWRf water from the Camrosa Ponds are calculated by multiplying acre-feet pumped to PVCWD by the energy factor by the cost per kWh.

(b) On June 1st of each year, the Parties agree to adjust the unit price per acre-foot of CWRf recycled water as described in subsection 3(c), below.

(c) The adjusted base unit price per acre-foot shall be determined by adjusting the previous year's price per acre-foot by the annual percentage change from the preceding April-to-April period in the Consumer Price Index (Los Angeles-Riverside-Orange County, All Urban Consumers) as published by the U.S. Bureau of Labor Statistics. Notwithstanding the foregoing, in no event shall the adjusted price be more than 107% of the previous year's price, and in no event shall the adjusted price be less than 93% of the previous year's price. The adjusted price so determined shall then be the price per acre-foot until the next June adjustment.

(d) Camrosa shall invoice Pleasant Valley on a monthly basis for delivered recycled water during the prior month. Pleasant Valley shall render payment to Camrosa within thirty days of receiving a monthly invoice for delivered recycled water. Any late payments will be considered delinquent and will be subject to Camrosa's standard penalty charges and disconnection procedures then in effect.

4. Relationship to Other Agreements. The volume of CWRP recycled water purchased by Pleasant Valley shall not decrement the yearly or monthly take-or-pay requirement defined in Sections 2 and 7 of the *Agreement For Recycled Water Service*, dated June 20, 2018, or the yearly take-or-pay requirement defined in Section 6 of the *Agreement Between Camrosa Water District and Pleasant Valley County Water District For The Sale of Water Pursuant to State Water Resources Control Board Water Right Decision 1638*, dated April 10, 2014.

5. Credits. There are no credits transferred or used in association with recycled water delivered under this Agreement. Credits as defined in the *Fox Canyon Groundwater Management Agency resolution 2014-01* and the *Agreement Between Camrosa Water District and Pleasant Valley County Water District For The Sale of Water Pursuant to State Water Resources Control Board Water Right Decision 1638* do not apply to this agreement.

6. Term. This Agreement shall commence on the "Effective Date" and shall continue in full force and effect for an initial term of one (1) year ("Initial Term"). Upon the expiration of the Initial Term, this Agreement shall automatically renew for successive one-year terms (each a "Renewal Term").

7. Termination. Either party may terminate this Agreement at any time by providing the other party with sixty (60) days prior written notice. Such termination shall be effective at the end of the sixty (60) day notice period.

8. Water Quality.

(a) Pleasant Valley acknowledges that Camrosa cannot guarantee to Pleasant Valley the quality of the recycled water available for purchase by, and/or delivered to, Pleasant Valley pursuant to this Agreement. If water quality requirements set by Camrosa's waste discharge requirements are not met, Camrosa shall notify Pleasant Valley by telephone. Pleasant Valley shall provide to Camrosa the emergency phone number and contact at Pleasant Valley for purposes of this notification and shall promptly notify Camrosa in writing of any changes to this information during the term, or any subsequent renewal terms.

(b) Pleasant Valley shall hold Camrosa harmless from any and all claims, lawsuits, demands, judgments, or other liability arising out of, directly or indirectly, the use of recycled

water delivered under this Agreement, including but not limited to impurities, pollution, or chemicals which may be introduced into the water made available under this Agreement. Notwithstanding the foregoing, Camrosa, its elective and appointive boards, officers, agents, and employees, shall not be relieved from liability to Pleasant Valley for Camrosa's gross negligence or willful misconduct arising from or related to Camrosa's performance of its notification obligations under Section 8(a) of this Agreement.

9. Notices. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

CAMROSA:

General Manager

Camrosa Water District

7385 Santa Rosa Rd.

Camarillo, CA 93012

PLEASANT VALLEY:

General Manager

Pleasant Valley County Water District

154 S. Las Posas Rd.

Camarillo, CA 93010

10. Miscellaneous.

(a) Assignment. The Parties agree that this Agreement may not be assigned without the prior written consent of the other Party.

(b) Waiver: Remedies Cumulative. Failure by a Party to insist upon the strict performance of any of the provisions of this Agreement by another Party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's rights to demand strict compliance by such other Party in the future. No waiver by a Party of a default or breach by another Party or Parties shall be effective or binding upon such Party unless made in writing by such Party, and no such waiver shall be implied from any omission by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy.

(c) Construction. The provisions of this Agreement shall be construed as a whole according to its common meaning and purpose of providing a public benefit and not strictly for or against any Party. It shall be construed consistent with the provisions hereof, in order to achieve the objectives and purposes of the Parties. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neutral genders or vice versa.

(d) Mitigation of Damages. In all situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

(e) Governing Law. This Agreement, and the rights and obligations of the Parties, shall be governed and interpreted in accordance with the laws of the State of California.

(f) Captions. The captions or headings in the Agreement are for convenience only and in no other way define, limit or describe the scope or intent of any provision or section of the Agreement.

(g) Authorization. Each Party represents and warrants to the other that the execution, delivery, election to participate in, and performance of this Agreement (i) are within its powers, (ii) has been duly authorized by all necessary actions on its behalf and all necessary consents or approvals have been obtained and are in full force and effect; and (iii) binds said Party and its respective administrators, officers, directors, agents, employees, successors, assigns, principals, joint venturers, insurance carriers, and any others who may claim through it under this Agreement.

(h) Entire Agreement. This Agreement supersedes any other agreements, either oral or in writing, between the Parties hereto with respect to the subject matter of this Agreement and contains all of the covenants and agreements between the Parties with respect thereto. Any modifications of this Agreement will be effective only if it is in writing and signed by each Party to this Agreement.

(i) Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

(j) Relationship of the Parties. The relationship of the Parties to this Agreement shall be that of independent contractors and in no event shall any Party be considered an officer, agent, servant, or employee of any other Party. Without limiting the foregoing, each Party agrees to be solely responsible for any workers' compensation, withholding taxes, unemployment insurance, and any other employer obligations associated with the described work or obligations assigned to them under this Agreement.

IN WITNESS WHEREOF, the Parties have entered into this Agreement.

CAMROSA WATER DISTRICT

By _____ Date: _____
Norman Huff, General Manager

PLEASANT VALLEY COUNTY WATER DISTRICT

By _____ Date: _____
Jared L. Bouchard, General Manager

AGREEMENT BETWEEN
CAMROSA WATER DISTRICT AND
PLEASANT VALLEY COUNTY WATER DISTRICT
REGARDING USE OF CAMROSA'S RECYCLE WATER SUPPLY

THIS AGREEMENT BETWEEN CAMROSA WATER DISTRICT AND PLEASANT VALLEY COUNTY WATER DISTRICT REGARDING USE OF CAMROSA'S RECYCLE WATER SUPPLY ("Agreement") is entered into this 25th day of May, 2023, ("Effective Date"), between CAMAROSA WATER DISTRICT ("Camrosa") and PLEASANT VALLEY COUNTY WATER DISTRICT ("Pleasant Valley"), both California county water districts formed pursuant to California Water Code Section 30000, et seq. Camrosa and Pleasant Valley are at times collectively referred to as "Parties" or individually as "Party."

RECITALS

A. Camrosa produces Recycle Water from the Camrosa Water Reclamation Facility ("CWRF"), which, unless used within the District would be discharged to the Salinity Management Pipeline ("SMP") and lost to the ocean.

B. Pleasant Valley's primary mission is to provide supplemental water to agricultural users within the boundaries of its district, and to maintain and preserve the limited groundwater resources within its district. Using Camrosa's Recycle Water from the CWRF allows Pleasant Valley to reduce its groundwater production.

C. Camrosa has previously made its Recycle Water available for use by Pleasant Valley pursuant to a Memorandum of Understanding, dated November 21, 2019.

D. The parties wish to confirm and continue the arrangement for Pleasant Valley's use of Camrosa's Recycle Water, as set forth in this Agreement.

AGREEMENT

NOW THEREFORE, it is agreed as follows:

1. Availability of Water Pursuant to this Agreement.

(a) Pleasant Valley acknowledges that Camrosa cannot guarantee, for whatever reason, to Pleasant Valley the amount of Recycle Water, if any, available for purchase by Pleasant Valley under this Agreement.

(b) During the Term of this Agreement, Camrosa shall make available to Pleasant Valley for purchase any Recycle Water that would otherwise be subject to being discharged to the Salinity Management Pipeline (SMP). The purchase price for such Recycle Water is set forth in Section 3, below.

2. Use Restrictions; Indemnification. Pleasant Valley acknowledges and agrees that all Recycle Water delivered to Pleasant Valley pursuant to this Agreement must be used only within the boundaries of Pleasant Valley Water District. Pleasant Valley shall defend, indemnify, and hold harmless Camrosa, its officers, directors, employees, managers, and agents from any and all claims, lawsuits, demands, judgments, or other liability arising out of, directly or indirectly, Pleasant Valley's distribution of recycle water delivered under this Agreement inside and outside Pleasant Valley's jurisdictional boundaries.

3. Monthly Payment. Pleasant Valley has no obligation to take any Recycle Water from Camrosa under this Agreement. Pleasant Valley shall pay Camrosa for any Recycle Water delivered by Camrosa to Pleasant Valley ("Delivered Water") in accordance to with the following provisions:

(a) The base unit price per acre foot of Project Water is \$196.45 per acre foot, plus calculated electrical cost. Costs are calculated according to a proportional share of the water delivered to PVCWD via the PV Metering Station, located at Camrosa's Ponds Pump site, where the discharge of the Camrosa-owned PV Pumps are metered into the PVCWD irrigation water distribution system. Both parties recognize that there are multiple interrelated variables that affect energy consumption and that the energy cost allocation described below is a reasonable but not exact allocation of energy consumption.

1. A kWh/af energy factor for the production and delivery of CWRF water is calculated monthly.
2. A cost per kWh is calculated and applied to the production and delivery components of the formula each month.
3. Energy costs for delivery of CWRF water from the Camrosa Ponds are calculated by multiplying acre feet pumped to PVCWD by the energy factor by the cost per kWh.

(b) Camrosa shall invoice Pleasant Valley on a monthly basis for Delivered Water during the prior month. Pleasant Valley shall render payment to Camrosa within thirty days of receiving a monthly invoice for Delivered Water. Any late payments will be considered delinquent and will be subject to Camrosa's standard penalty charges and disconnection procedures then in effect.

4. Relationship to Other Agreements. The volume of CWRF Recycle Water purchased by Pleasant Valley shall not decrement the yearly or monthly take-or-pay requirement defined in Sections 2 and 7 of the *Agreement For Recycled Water Service*, dated June 20, 2018, or the yearly take-or-pay requirement defined in Section 6 of the *Agreement Between Camrosa Water District and Pleasant Valley County Water District For The Sale of Water Pursuant to State Water Resources Control Board Water Right Decision 1638*, dated April 10, 2014.

5. Credits. There are no credits transferred or used in association with Recycle Water delivered under this Agreement. Credits as defined in the Fox Canyon Groundwater Management Agency resolution 2014-01 and the Agreement Between Camrosa Water District and Pleasant Valley County Water District For The Sale of Water Pursuant to State Water Resources Control Board Water Right Decision 1638 Agreement do not apply to this agreement.

6. Term. The "Term" of this Agreement is one year and shall commence on the Effective Date.

7. Water Quality.

(a) Pleasant Valley acknowledges that Camrosa cannot guarantee to Pleasant Valley the quality of the Recycle Water available for purchase by, and/or delivered to, Pleasant Valley pursuant to this Agreement. If water quality requirements set by Camrosa's waste discharge requirements are not met, Camrosa shall notify Pleasant Valley by telephone. Pleasant Valley shall provide to Camrosa the emergency phone number and contact at Pleasant Valley for purposes of this notification and shall promptly notify Camrosa in writing of any changes to this information during the term.

(b) Pleasant Valley shall hold Camrosa harmless from any and all claims, lawsuits, demands, judgments, or other liability arising out of, directly or indirectly, the use of Recycle Water delivered under this Agreement, including but not limited to impurities, pollution, or chemical which may be introduced into the water made available under this Agreement. Notwithstanding the foregoing, Camrosa, its elective and appointive boards, officers, agents and employees, shall not be relieved from liability to Pleasant Valley for Camrosa's gross negligence or willful misconduct arising from or related to Camrosa's performance of its notification obligations under Section 7(a) of this Agreement.

8. Notices. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

CAMROSA:

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

PLEASANT VALLEY:

General Manager
Pleasant Valley County Water District
154 S Las Posas Rd.
Camarillo, CA 93010-8570

9. Miscellaneous.

(a) Assignment. The Parties agree that this Agreement may not be assigned without the prior written consent of the other Party.

(b) Waiver: Remedies Cumulative. Failure by a Party to insist upon the strict performance of any of the provisions of this Agreement by another Party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's rights to demand strict compliance by such other Party in the future. No waiver by a Party of a default or breach by another Party or Parties shall be effective or binding upon such Party unless made in writing by such Party, and no such waiver shall be implied from any omission by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy.

(c) Construction. The provisions of this Agreement shall be construed as a whole according to its common meaning and purpose of providing a public benefit and not strictly for or against any Party. It shall be construed consistent with the provisions hereof, in order to achieve the objectives and purposes of the Parties. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neutral genders or vice versa.

(d) Mitigation of Damages. In all situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

(e) Governing Law. This Agreement, and the rights and obligations of the Parties, shall be governed and interpreted in accordance with the laws of the State of California.

(f) Captions. The captions or headings in the Agreement are for convenience only and in no other way define, limit or describe the scope or intent of any provision or section of the Agreement.

(g) Authorization. Each Party represents and warrants to the other that the execution, delivery, election to participate in, and performance of this Agreement (i) are within its powers, (ii) has been duly authorized by all necessary actions on its behalf and all necessary consents or approvals have been obtained and are in full force and effect; and (iii) binds said Party and its respective administrators, officers, directors, agents, employees, successors, assigns, principals, joint venturers, insurance carriers, and any others who may claim through it under this Agreement.

(h) Entire Agreement. This Agreement supersedes any other agreements, either oral or in writing, between the Parties hereto with respect to the subject matter of this Agreement, and contains all of the covenants and agreements between the Parties with respect thereto. Any modifications of this Agreement will be effective only if it is in writing and signed by each Party to this Agreement.

(i) Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

Relationship of the Parties. The relationship of the Parties to this Agreement shall be that of independent contractors and in no event shall any Party be considered an officer, agent, servant, or employee of any other Party. Without limiting the foregoing, each Party agrees to be solely responsible for any workers compensation, withholding taxes, unemployment insurance and any other employer obligations associated with the described work or obligations assigned to them under this Agreement.

IN WITNESS WHEREOF, the Parties have entered into this Agreement.

CAMROSA WATER DISTRICT

By Tony Stafford Date: 6/6/23
Tony Stafford, General Manager

PLEASANT VALLEY COUNTY WATER DISTRICT

By JLB Date: 6/7/23
Jared L. Bouchard, General Manager

Board Memorandum

June 6, 2024

To: Board of Directors

From: General Manager

Subject: Pleasant Valley County Water District CamSan Recycled Water Agreement

Objective: Enter into an *Amendment to the Agreement for Recycled Water Service* with Pleasant Valley County Water District (PVCWD).

Action Required: Approve and authorize the General Manager to enter into the *Amendment to the Agreement for Recycled Water Service*.

Discussion: Camrosa and Pleasant Valley entered into the *Agreement For Recycled Water Service* ("Agreement") on June 20, 2018, for Camrosa to deliver recycled water from the Camarillo Sanitary District ("CamSan"), an agency of the City of Camarillo, to Pleasant Valley.

The Pleasant Valley County Water District *Agreement for Recycled Water Service* provided the terms for the sale of CamSan's excess recycled water to the Pleasant Valley County Water District. The terms include a minimum "take-or-pay" 500 AFY of recycled water.

On April 23, 2024, PVCWD provided Camrosa written notice, effective May 1, 2024, pursuant to the *Agreement for Recycled Water Service* that it is no longer practical for PVCWD to receive CamSan water from Camrosa that exceeds the take-or-pay requirements established by the agreement. PVCWD assured Camrosa that they remain committed to working with Camrosa to maximize the use of this water in the future and were providing this notice as a matter of fiscal necessity.

After discussions with PVCWD, it was determined that PVCWD would be willing to take the additional water over the minimum 500 AFY at modified pricing. The *Amendment to the Agreement for Recycled Water Service* would modify the pricing to PVCWD for water amounts above the Agreement's minimum "take-or-pay" 500 AFY of recycled water while preserving the Agreement's term and other conditions. The pricing for recycled water over the minimum "take-or-pay" 500 AFY would be the same price we charge PVCWD for CWRP recycled water, currently at \$202.69/AF plus calculated electric costs.

The Agreement and this Amendment have no requirements for Camrosa to deliver any specified amounts of CamSan recycled water to PVCWD, and with a 60-day termination clause allow Camrosa the flexibility to put this water to the best beneficial use, as determined by Camrosa, at any time.

Attachments:

- *Amendment to the Agreement for Recycled Water Service* (6/6/24)
- *Agreement For Recycled Water Service* (6/20/18)

**AMENDMENT TO THE AGREEMENT FOR RECYCLED WATER
SERVICE DATED JUNE 20, 2018**

THIS AMENDMENT TO THE AGREEMENT FOR RECYCLED WATER SERVICE DATED JUNE 20, 2018 ("Amendment") is entered into this 6th day of June 2024, ("Effective Date"), between CAMAROSA WATER DISTRICT ("Camrosa") and PLEASANT VALLEY COUNTY WATER DISTRICT ("Pleasant Valley"), both California county water districts formed pursuant to California Water Code Section 30000, et seq. Camrosa and Pleasant Valley are at times collectively referred to as "Parties" or individually as "Party."

RECITALS

A. Camrosa and Pleasant Valley entered into the Agreement For Recycled Water Service ("Agreement") on June 20, 2018, for Camrosa to deliver recycled water from the Camarillo Sanitary District ("CamSan"), an agency of the City of Camarillo, to Pleasant Valley.

B. Section 13.B. of the Agreement provides for amendment to the Agreement provided the amendment is made in writing and signed by both parties.

C. The parties desire to amend the Agreement in writing.

D. The parties desire to put all available CamSan recycled water to mutually beneficial use.

E. The parties wish to confirm and continue the arrangement for Pleasant Valley's use of CamSan's recycled water, as set forth in the Agreement.

AGREEMENT

NOW THEREFORE, it is agreed:

1. Section 6.B. of the Agreement shall be amended as follows:

6.B. PVCWD shall pay Camrosa for any CamSan recycled water delivered by Camrosa to PVCWD in accordance with the following conditions:

i. The initial purchase price for the first 500 AFY ("Take-or-pay") of CamSan recycled water delivered is \$726.780/AF. The initial purchase price for CamSan recycled water delivered over 500 AFY ("Additional") is \$202.69/AF, plus calculated electrical costs as described in 6.B.v. The price per unit shall be adjusted annually as of the sixth (6th) day of June of each year. The annual adjusted unit price per acre-foot of CamSan recycled water shall be determined by adjusting the previous year's unit price per acre-foot of water by the annual percentage change for the previous calendar year (based on the April-to-April period) in the

Consumer Price Index (Los Angeles-Riverside-Orange County, All Urban Consumers) as published by the U.S. Bureau of Labor Statistics.

Notwithstanding the foregoing, in no event shall the adjusted unit price be more than 107% of the previous year's unit price, and in no event shall the adjusted unit price be less than 93% of the previous year's unit price.

ii. Camrosa shall invoice PVCWD on a monthly basis for CamSan recycled water delivered during the prior month. Such bill will be included with the monthly invoices described in the *Conejo Creek Agreement*. Water quantity from each source and type, Conejo Creek, CWRF, CamSan Take-or-pay, and CamSan Additional, shall be clearly identified on the monthly invoice.

iii. PVCWD must make payments within 30 days of the date of issuance of a monthly bill. Any late payments will be considered delinquent and will be subject to Camrosa's standard penalty charges and disconnection procedures then in effect.

iv. The first water delivered through the Camrosa-Pleasant Valley Metering Station will be CamSan recycled water, up to the volume of recycled water available, as measured at the CamSan Metering Station. Ex: In June, if 250 AF of recycled water is measured at CamSan Metering Station and PVCWD deliveries from Camrosa total 500 AF, the first 250 AF of water will be billed as recycled water, up to the minimum required Take-or-pay 500 AFY and the remainder will be billed as Conejo Creek Water, CamSan Additional, or CWRF.

v. Energy costs associated with the delivery of the CamSan Take-or-pay recycled water through the Camrosa-Pleasant Valley Metering Station are captured in the purchase price of the CamSan Take-or-pay recycled water established in Section 6.B.i. There will be no additional energy costs for the delivery of the CamSan Take-or-pay recycled water and will therefore not be included in the calculation of energy costs for the delivery of Conejo Creek water or CamSan Additional recycled water to Pleasant Valley. Electrical costs for CamSan Additional recycled water deliveries will be calculated according to a proportional share of the water delivered to PVCWD via the PV Metering Station, located at Camrosa's

Ponds Pump site, where the discharge of the Camrosa-owned PV Pumps is metered into the PVCWD irrigation water distribution system. Both parties recognize that there are multiple interrelated variables that affect energy consumption and that the energy cost allocation described below is a reasonable but not exact allocation of energy consumption.

- a. A kWh/AF energy factor for the production and delivery of CWRP water is calculated monthly.
- b. A cost per kWh is calculated and applied to the production and delivery components of the formula each month.
- c. Energy costs for delivery of CWRP water from the Camrosa Ponds are calculated by multiplying acre-feet pumped to PVCWD by the energy factor by the cost per kWh.

2. Original Agreement. The parties agree that all other terms of the original agreement, not specifically amended by this amendment, shall prevail. Nothing in this amendment shall be construed to change or alter the term or any other requirements of the original agreement other than Section 6.B.

3. Term of Amendment. This Amendment to the Agreement shall commence on the "Effective Date" and shall continue in full force and effect for an initial term of one (1) year ("Initial Term"). Upon the expiration of the Initial Term, this Amendment to the Agreement shall automatically renew for successive one-year terms (each a "Renewal Term").

4. Termination. Either party may terminate this Amendment to the Agreement at any time by providing the other party with sixty (60) days prior written notice. Such termination shall be effective at the end of the sixty (60) day notice period and result in reversion to all conditions and requirements of the original agreement. Upon termination of the Amendment, the purchase price shall be determined in accordance with the formula set forth in Paragraph 6.B of the Agreement, with the purchase price adjusted to the date of termination of the Amendment.

5. Notices. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

CAMROSA:
General Manager
Camrosa Water District
7385 Santa Rosa Rd.
Camarillo, CA 93012

PLEASANT VALLEY:
General Manager
Pleasant Valley County Water District
154 S. Las Posas Rd.
Camarillo, CA 93010

6. Miscellaneous.

(a) Assignment. The Parties agree that this Amendment to the Agreement may not be assigned without the prior written consent of the other Party.

(b) Waiver: Remedies Cumulative. Failure by a Party to insist upon the strict performance of any of the provisions of this Agreement by another Party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such Party's rights to demand strict compliance by such other Party in the future. No waiver by a Party of a default or breach by another Party or Parties shall be effective or binding upon such Party unless made in writing by such Party, and no such waiver shall be implied from any omission by a Party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a Party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy.

(c) Construction. The provisions of this Amendment to the Agreement shall be construed as a whole according to its common meaning and purpose of providing a public benefit and not strictly for or against any Party. It shall be construed consistent with the provisions hereof, in order to achieve the objectives and purposes of the Parties. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neutral genders or vice versa.

(d) Mitigation of Damages. In all situations arising out of this Agreement, the Parties shall attempt to avoid and minimize the damages resulting from the conduct of the other Party.

(e) Governing Law. This Amendment to the Agreement, and the rights and obligations of the Parties, shall be governed and interpreted in accordance with the laws of the State of California.

(f) Captions. The captions or headings in the Amendment to the Agreement are for convenience only and in no other way define, limit, or describe the scope or intent of any provision or section of the Agreement.

(g) Authorization. Each Party represents and warrants to the other that the

execution, delivery, election to participate in, and performance of this Amendment to the Agreement (i) are within its powers, (ii) has been duly authorized by all necessary actions on its behalf and all necessary consents or approvals have been obtained and are in full force and effect; and (iii) binds said Party and its respective administrators, officers, directors, agents, employees, successors, assigns, principals, joint venturers, insurance carriers, and any others who may claim through it under this Agreement.

(h) Partial Invalidity. If any provision in this Amendment to the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

IN WITNESS WHEREOF, the Parties have entered into this Amendment to the Agreement For Recycled Water Service Dated June 20, 2018.

CAMROSA WATER DISTRICT

By _____ Date: _____
Norman Huff, General Manager

PLEASANT VALLEY COUNTY WATER DISTRICT

By _____ Date: _____
Jared L. Bouchard, General Manager

**AGREEMENT
FOR
RECYCLED WATER SERVICE**

THIS AGREEMENT FOR RECYCLED WATER SERVICE ("agreement") is effective as of June
20, 2018, and is between Camrosa Water District ("Camrosa") Pleasant Valley
County Water District ("PVCWD").

RECITALS

- A. Camrosa operates a water enterprise that supplies water for domestic, municipal, and irrigation use, including separate distribution systems for potable and nonpotable water.
- B. PVCWD operates an agricultural irrigation distribution system connected to but separate from Camrosa's.
- C. Camrosa owns and operates the Conejo Creek Diversion, which produces non-potable surface water ("Conejo Creek Water") and the Ponds, a storage facility where Conejo Creek Water is stored.
- D. Camrosa and PVCWD entered into an agreement on April 10, 2014 for the sale of Conejo Creek Water pursuant to State Water Resources Control Board Water Right Decision 1638 ("Conejo Creek Agreement").
- E. Conejo Creek Water deliveries to PVCWD are measured at the Camrosa-Pleasant Valley Metering Station.
- F. Camrosa operates a wastewater treatment facility (Camrosa Water Reclamation Facility) that treats effluent to tertiary levels suitable for non-potable uses. The plant operates under a National Pollutant Discharge Elimination System (NPDES) permit for its wastewater treatment operations and a water reclamation permit, both issued by the Los Angeles Regional Water Quality Control Board (LA-RWQCB).
- G. Camarillo Sanitary District, an agency of the City of Camarillo, operates a wastewater treatment facility ("CamSan Plant") that treats effluent to tertiary levels suitable for non-potable uses. The CamSan Plant operates under a NPDES permit for its wastewater treatment operations and a water reclamation permit, both issued by the LA-RWQCB.
- H. The tertiary-treated effluent produced by the Camrosa and CamSan plants will hereafter be referred to as "recycled water."
- I. Camrosa entered into an agreement with CamSan on June 22, 2017 to receive excess recycled water.
- J. Deliveries of CamSan recycled water to Camrosa will be metered at the interconnection of the Camrosa pipeline with the CamSan pipeline ("CamSan Metering Station").

- K. Camrosa desires to make excess recycled water available to PVCWD and PVCWD desires to purchase such recycled water for approved uses subject to the terms and conditions of this Agreement.
- L. As recycled water will be delivered through the Camrosa-Pleasant Valley Metering Station, all water delivered to PVCWD will, from the date of this Agreement on, be regulated by Title 22 of the California Code of Regulations.
- M. PVCWD's nonpotable distribution system is approved by the Division of Drinking water to distribute and serve recycled water.

AGREEMENT

1. Provision of Recycled Water.

Subject to the terms of this Agreement, Camrosa will deliver recycled water for irrigation use to PVCWD through the Camrosa-Pleasant Valley Metering Station.

2. Limitations on Recycled Water Delivery and Use.

- A. Camrosa estimates the quantity of excess recycled water available for sale to PVCWD to be at least 500 acre feet per year. These estimated quantities do not bind Camrosa to a minimum delivery to PVCWD. PVCWD acknowledges that:
 - i. Camrosa does not guarantee the availability of recycled water throughout the term of this Agreement. Recycled water delivery may be intermittent, inconsistent in volume, subject to reduction, or discontinued with or without notice.
 - ii. The recycled water system is not equipped to detect, treat, or remove harmful chemicals or toxic materials except to the extent required to meet federal, state, and local regulatory agency discharge standards.
 - iii. CamSan will conduct water quality sampling at the CamSan Plant on a regular basis in accordance with their water reclamation permit. This sampling includes continuous monitoring for chlorine residual, pH, a minimum of 90-minute disinfection contact time, turbidity, and daily coliform (total coliform). All other water quality monitoring will be conducted daily, weekly, monthly, quarterly, or annually. This information is available to PVCWD on an as-needed basis.
 - iv. Camrosa conducts water quality sampling at the Camrosa Water Reclamation Facility on a regular basis in accordance with their water reclamation permit. This sampling includes continuous monitoring for chlorine residual, pH, turbidity, and daily coliform (total coliform). All other water quality monitoring will be

conducted daily, weekly, monthly, quarterly, or annually. This information is available to PVCWD on an as-needed basis.

- B. Based on the above acknowledgments, PVCWD agrees to waive all claims against Camrosa for consequential or any other damages that might arise or result from the use of recycled water.

3. Camrosa Operational Responsibilities.

- A. Camrosa will provide excess recycled water up to the Camrosa-Pleasant Valley Metering Station in compliance with the applicable requirements of federal, state, and local regulatory agencies.
- B. Ultimate responsibility for the use of Camarillo's recycled water rests with CamSan, but as Camrosa is a Division of Drinking Water-certified recycled water distributor, CamSan ceded inspection authority and responsibilities to Camrosa.
- C. While such authority and responsibility grant Camrosa the right to enter PVCWD's premises to monitor and inspect all on-site recycled water facilities, because PVCWD is a DDW-certified recycled water distributor, Camrosa cedes inspection responsibilities to PVCWD and conditionally suspends Camrosa's right to enter PVCWD property and inspect on-site facilities.
 - i. The condition of such suspension is that PVCWD meet its Title-22/recycled water permit use-site reporting obligations; should PVCWD miss two or more consecutive quarterly use-site reports, and/or refuse two consecutive requests by Camrosa to either submit reports or perform coordinated inspections of on-site recycled water facilities (made by telephone to the contacts listed in Section 4), such suspension is automatically revoked and Camrosa regains the right to enter PVCWD's property and inspect all on-site recycled water facilities. PVCWD agrees to grant Camrosa access to its property for the purpose of such inspections; should PVCWD fail to accommodate such a request from Camrosa, recycled water service will be suspended until such time as PVCWD files delinquent use-site report or Camrosa is granted access to PVCWD's property to perform inspections of on-site recycled water facilities and verify recycled water is being used in accordance with Title 22 rules and regulations.
 - ii. Camrosa agrees to cede inspection responsibility to PVCWD. The same conditions regarding the suspension of Camrosa's right to access PVCWD's property outlined in Section 3C.i apply to the properties of any and all of PVCWD's users, as well.
- D. If water quality requirements set by Camrosa's Waste Discharge Requirements are not met and service is interrupted, Camrosa will promptly notify PVCWD by telephone. Contacts at PVCWD, in order of priority, are:

i. PVCWD Main/Emergency Line: (805) 482-2119

E. Camrosa is responsible for the Camrosa-Pleasant Valley Metering Station.

4. PVCWD Responsibilities and Use Requirements.

A. PVCWD must pay all costs to accept delivery of recycled water and is responsible for the operation, surveillance, repair, and maintenance of its on-site recycled water facilities in compliance with all applicable laws and regulations.

B. PVCWD acknowledges receipt of and agrees to comply with the applicable provisions of the most current version of Camrosa's *Recycled Water User Manual*. A copy of the current version of the manual is attached as Exhibit B.

C. Upon receiving recycled water from Camrosa, PVCWD will be responsible for the protection of public health by following the most current version of the *Recycled Water User Manual*. If PVCWD is found to violate any requirements of the manual, Camrosa may cease delivery of recycled water without notice until corrections are made.

D. PVCWD will provide SWRCB-DDW-approved Use Site Reports to Camrosa for sites that may be the receiver of recycled water that originates from Camrosa.

E. PVCWD agrees that recycled water delivered by Camrosa to PVCWD will have the same priority of use as Conejo Creek water in PVCWD's portfolio of supply, as established in Fox Canyon Groundwater Management Agency Resolution 2013-02 and defined as "Conejo Creek Project supplemental water" therein; PVCWD will rely on Camrosa's recycled water and Conejo Creek water as their first priority supply as long as they have access to these supplies.

F. Camrosa will operate the recycled system, when excess recycled water is available, such that recycled water is flowing to PVCWD. In the event that PVCWD does not wish to receive recycled water, PVCWD must contact Camrosa by telephone. Contacts, in order of priority, are:

a. Kevin Wahl (office: 805.482.8673 - cell: 8054696401)

b. Eric Garcia (805.256.3326)

c. Camrosa main line (805.388.0226)

5. Violations – Termination of Agreement.

A. Camrosa reserves the right to decide if a violation of this Agreement has occurred. Violations may include, but are not limited to, noncompliance with any of the provisions of the *Recycled Water User Manual*. In addition, any act of noncompliance, either willful or not, with any federal, state, or local regulation regarding the use of recycled water will constitute a violation of this Agreement.

- B. If Camrosa determines that a violation has occurred, Camrosa will notify PVCWD of the violation and what corrective action must be taken. Upon receipt of a notice of violation, PVCWD must promptly take action to correct the violation. If the violation is not corrected in the period of time indicated on the notice of violation, Camrosa reserves the right to terminate recycled water service or this Agreement.
- C. Depending on the nature of the violation, Camrosa reserves the right to immediately terminate recycled water service or this Agreement due to PVCWD's noncompliance with this Agreement.

6. Monthly Billing for Service.

- A. PVCWD is obligated to take or pay for 500 AFY of recycled water as long as that quantity has been made available for delivery.
- B. PVCWD shall pay Camrosa for any recycled water delivered by Camrosa to PVCWD in accordance with the following conditions:
 - i. The initial purchase price for recycled water is \$610.00/AF. The annual adjusted unit price per acre foot of water shall be determined by adjusting the previous year's unit price per acre foot of water by the annual percentage change for the previous calendar year in the Consumer Price Index (Los Angeles-Riverside-Orange County, All Urban Consumers) as published by the U.S. Bureau of Labor Statistics (See Exhibit B for sample calculation). Notwithstanding the foregoing, in no event shall the adjusted unit price be more than 107% of the previous year's unit price and in no event shall the adjusted unit price be less than 93% of the previous year's unit price.
 - ii. Camrosa shall invoice PVCWD on a monthly basis for recycled water delivered during the prior month. Such bill will be included with the monthly invoices described in the Conejo Creek Agreement. Water quantity from each source, Conejo Creek and recycled, shall be clearly identified on the monthly invoice.
 - iii. PVCWD must make payments within 30 days of the date of issuance of a monthly bill. Any late payments will be considered delinquent and will be subject to Camrosa's standard penalty charges and disconnection procedures then in effect.
 - iv. The first water delivered through the Camrosa-Pleasant Valley Metering Station will be recycled water, up to the volume of recycled water available, as measured at the CamSan Metering Station. Ex: In June, if 250 AF of recycled water is measured at CamSan Metering Station and PVCWD deliveries from Camrosa total 500 AF, the first 250 AF of water will be billed as recycled water and the remainder will be billed as Conejo Creek Water.

- v. Energy costs associated with the delivery of recycled water through the Camrosa-Pleasant Valley Metering Station are captured in the purchase price established in Section 6.B.i. There will be no additional energy cost for the delivery of recycled water. Recycled water deliveries will therefore not be included in the calculation of energy costs for the delivery of Conejo Creek water to Pleasant Valley.

7. Annual Payment.

- A. In the event that PVCWD's total monthly purchases of recycled water during a given year ("cumulative purchases") represent less than 500 acre feet, PVCWD is obligated to make an annual payment equal to the difference between the cost of the cumulative purchases and the cost of the recycled water Camrosa made available, up to 500 acre feet. Camrosa and PVCWD further agree that recycled water subject to take or pay shall be limited to a monthly maximum of 50AF.
 - i. The acre-foot rate for the volume of recycled water constituted by the required annual payment will be the same as outlined in Section 6.B.i.
 - ii. Should an annual payment be necessary, Camrosa will invoice PVCWD for the annual payment on or before November 1st each year.
- B. Camrosa agrees to provide written notice (by email or other method agreed upon in writing) to PVCWD within 24 hours of PVCWD's failure at any time to accept delivery of recycled water when it is available.

8. Protection of Public Health.

Camrosa reserves the right to terminate service at any time and without prior notice to PVCWD's recycled water system in order to safeguard the public health. Promptly after termination of service, Camrosa will notify PVCWD, by telephone, at the contacts and according to the priorities listed in Section 4.C.

9. Assignment.

PVCWD may not assign any of its individual or collective rights under this Agreement to any person or entity, or become associated with any other party involving, in any way, the recycled water to be delivered pursuant to this Agreement without the prior written consent of Camrosa. Any such approved assignee must execute and agree to be bound by this Agreement.

10. Term.

Subject to the termination provisions of Section 5, the term of this Agreement will be forty years, and can be extended by mutual agreement. Any change in local, state or federal regulation that prohibits, the delivery, sale or use of this recycled will constitute cause for either party to renegotiate the associated terms of this agreement or may be

cause for termination of the agreement. The parties further agree that prior to any termination of the agreement the parties will engage in good faith negotiations to determine the effect of said changes in local , state or federal regulations on the continued viability of the agreement. It is further understood that during said negotiations, the terms of this agreement may be suspended.

11. Hold Harmless and Indemnification.

(a) Pleasant Valley acknowledges that Camrosa cannot guarantee to Pleasant Valley the quality of the Project Water available for purchase by, and/or delivered to, Pleasant Valley pursuant to this Agreement. If, in accordance with the "Agreement For Recycled Water" between the City of Camarillo, Camrosa is formally notified by the City of Camarillo of any condition that impairs the quality of the Project Water available under this Agreement, Camrosa shall notify Pleasant Valley by telephone. Pleasant Valley shall provide to Camrosa the emergency phone number and contact at Pleasant Valley for purposes of this notification and shall promptly notify Camrosa in writing of any changes to this information during the term. In addition, Camrosa shall promptly notice Pleasant Valley of any condition that impairs the quality of the Project Water that is generated from the Camrosa Water Reclamation Facility.

(b) Pleasant Valley shall hold Camrosa harmless from any and all claims, lawsuits, demands, judgments, or other liability arising out of, directly or indirectly, the use of water delivered under this Agreement, including but not limited to impurities, pollution, or chemical which may be introduced into the water made available under this Agreement. Notwithstanding the foregoing, Camrosa, its elective and appointive boards, officers, agents and employees, shall not be relieved from liability to Pleasant Valley for Camrosa's gross negligence or willful misconduct arising from or related to Camrosa's performance of its obligations under Sections 3(a) & 11(a) of this Agreement.

12. Notices.

All notices given or required to be given pursuant to this Agreement must be in writing and may be given by personal delivery or by mail. Notice sent by mail will be addressed as follows:

To PVCWD: General Manager
Pleasant Valley County Water District
154 South Las Posas Road
Camarillo, CA 93010
(805) 482-2119

To Camrosa: General Manager
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012
Phone: (805) 388-0226

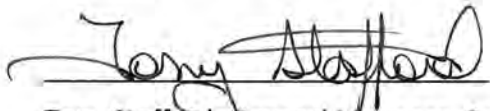
Such notice will be deemed given upon deposit in the United States mail, postage prepaid. In all other instances, notice will be deemed given at the time of actual delivery. Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this section.

13. General Provisions.

- A. Entire agreement. This Agreement and the attached Exhibits A, B and C which are incorporated by reference, sets forth the parties' entire understanding. There are no other understandings, terms or other agreements expressed or implied, oral or written.
- B. Amendment. No alteration, change, or amendment to the terms of the Agreement will be valid unless made in writing and signed by both parties.
- C. Interpretation; venue. This Agreement is governed by the laws of the State of California. Exclusive venue for any action involving this agreement will be in Ventura County.

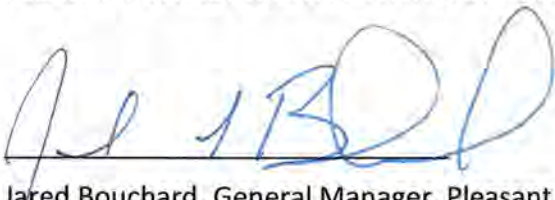
THE UNDERSIGNED AUTHORIZED REPRESENTATIVES of the Parties execute this agreement on the day and year entered above.

CAMROSA WATER DISTRICT

A handwritten signature in black ink, appearing to read "Tony Stafford", written over a horizontal line.

Tony Stafford, General Manager, Camrosa Water District

PLEASANT VALLEY COUNTY WATER DISTRICT

A handwritten signature in blue ink, appearing to read "Jared Bouchard", written over a horizontal line.

Jared Bouchard, General Manager, Pleasant Valley County Water District

Board Memorandum

June 6, 2024

To: Board of Directors

From: Norman Huff, General Manager

Subject: Closed Session – Legal Matters

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

Action Required: No action necessary; for information only.

Discussion: The Board will enter closed session to confer regarding legal matters pursuant to Government Code 54956.9(d).

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

A. 2024 Board Calendar

2024 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2024 Holidays	
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 1 st & 2 nd New Year's Holiday (Observed)	
	1	2	3	4	5	6						1	2	3					1	2	February 19 th - President's Day	
7	8	9	10	11	12	13	4	5	6	7	8	9	10		3	4	5	6	7	8	9	May 27 th - Memorial Day
14	15	16	17	18	19	20	11	12	13	14	15	16	17		10	11	12	13	14	15	16	July 4 th - Independence Day
21	22	23	24	25	26	27	18	19	20	21	22	23	24		17	18	19	20	21	22	23	September 2 nd - Labor Day
28	29	30	31				25	26	27	28	29				24	25	26	27	28	29	30	November 11 th - Veteran's Day
															31							November 28 th & 29 th - Thanksgiving
																						December 24 th & 25 th - Christmas
																						December 31 st - New Year's Eve
APRIL							MAY							JUNE							2024 Conferences	
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	CASA Winter Conf. (Palm Springs) Jan. 24 th - 26 th	
	1	2	3	4	5	6				1	2	3	4							1	ACWA Spring Conf. (Sacramento) May 7 th - 9 th	
7	8	9	10	11	12	13	5	6	7	8	9	10	11		2	3	4	5	6	7	8	CASA 69 th Annual Conf. (Monterey) July 31 st - Aug. 2 nd
14	15	16	17	18	19	20	12	13	14	15	16	17	18		9	10	11	12	13	14	15	ACWA Fall Conf. (Palm Desert) Dec 3 rd - 5 th
21	22	23	24	25	26	27	19	20	21	22	23	24	25		16	17	18	19	20	21	22	
28	29	30					26	27	28	29	30	31			23	24	25	26	27	28	29	
															30							
JULY							AUGUST							SEPTEMBER							2024 AWA Meetings	
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	"Water Issues" Third Tuesday (except Apr., Aug., Dec.)	
	1	2	3	4	5	6					1	2	3		1	2	3	4	5	6	7	AWA Board Meetings (See orange on calendar)
7	8	9	10	11	12	13	4	5	6	7	8	9	10		8	9	10	11	12	13	14	Waterwise Breakfast (See yellow on calendar)
14	15	16	17	18	19	20	11	12	13	14	15	16	17		15	16	17	18	19	20	21	April 18 th - Annual Symposium
21	22	23	24	25	26	27	18	19	20	21	22	23	24		22	23	24	25	26	27	28	August - DARK (No Meetings or Events)
28	29	30	31				24	25	26	27	28	29	31		29	30						September 19 th - Reagan Library Reception
																						December 12 th - Holiday Mixer
OCTOBER							NOVEMBER							DECEMBER							2024 VCSDA Meetings	
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 6 th - Annual Dinner	
		1	2	3	4	5						1	2		1	2	3	4	5	6	7	April 2 nd
6	7	8	9	10	11	12	3	4	5	6	7	8	9		8	9	10	11	12	13	14	June 4 th
13	14	15	16	17	18	19	10	11	12	13	14	15	16		15	16	17	18	19	20	21	August 6 th
20	21	22	23	24	25	26	17	18	19	20	21	22	23		22	23	24	25	26	27	28	October 1 st
27	28	29	30	31			24	25	26	27	28	29	30		29	30	31					December 3 rd
Camrosa Water District 7385 Santa Rosa Road Camarillo, CA 93012							Note: Camrosa Board Meetings are highlighted in RED . Board Meetings are held on the 2nd & 4th Thursday of each month at 5pm unless indicated.															
							Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM															