

CAMROSA WATER DISTRICT

BUILDING WATER SELF-RELIANCE



Operating & Capital Budget

**Fiscal Year
2024-2025**



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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Fiscal Year 2023-2024***

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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
ASRGS	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	Governmental Accounting 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	Metering 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 assists 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 29 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 the District's 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's capacity fee, and the 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 toward centralizing management of its water resources by consolidating various functions under and expanding the reach of the State Water Resources Control Board (SWRCB). Shifts toward 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 in the Summer of 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 which address water appearance, 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 contaminant levels that require reporting to the State Board.

Technological advancements now allow the detection of drinking water contaminants at ever-lower concentrations, which allows the State to set maximum contaminant levels (MCLs) at even more stringent levels. Additionally, as the understanding of the adverse effects of drinking water contaminants improves over time, more contaminants are added to the list of regulated contaminants, and even more are being studied as emerging contaminants. While increasingly stringent MCLs and the addition of new contaminants to the list of regulated contaminants are intended to address health concerns, they also carry associated mitigation costs. Meeting new or more stringent standards significantly increases drinking water production, treatment, and compliance costs.

One example of emerging contaminants with recently enacted MCLs 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 MCLs for six types of PFAS. Two types, 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 recently completed and currently operates a Granular Activated Carbon (GAC) filtration plant that treats some of our source water from four District wells for both 1,2,3 Trichloropropane (TCP123) 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 the Woodcreek and PV Well #2 wells. 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 in 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

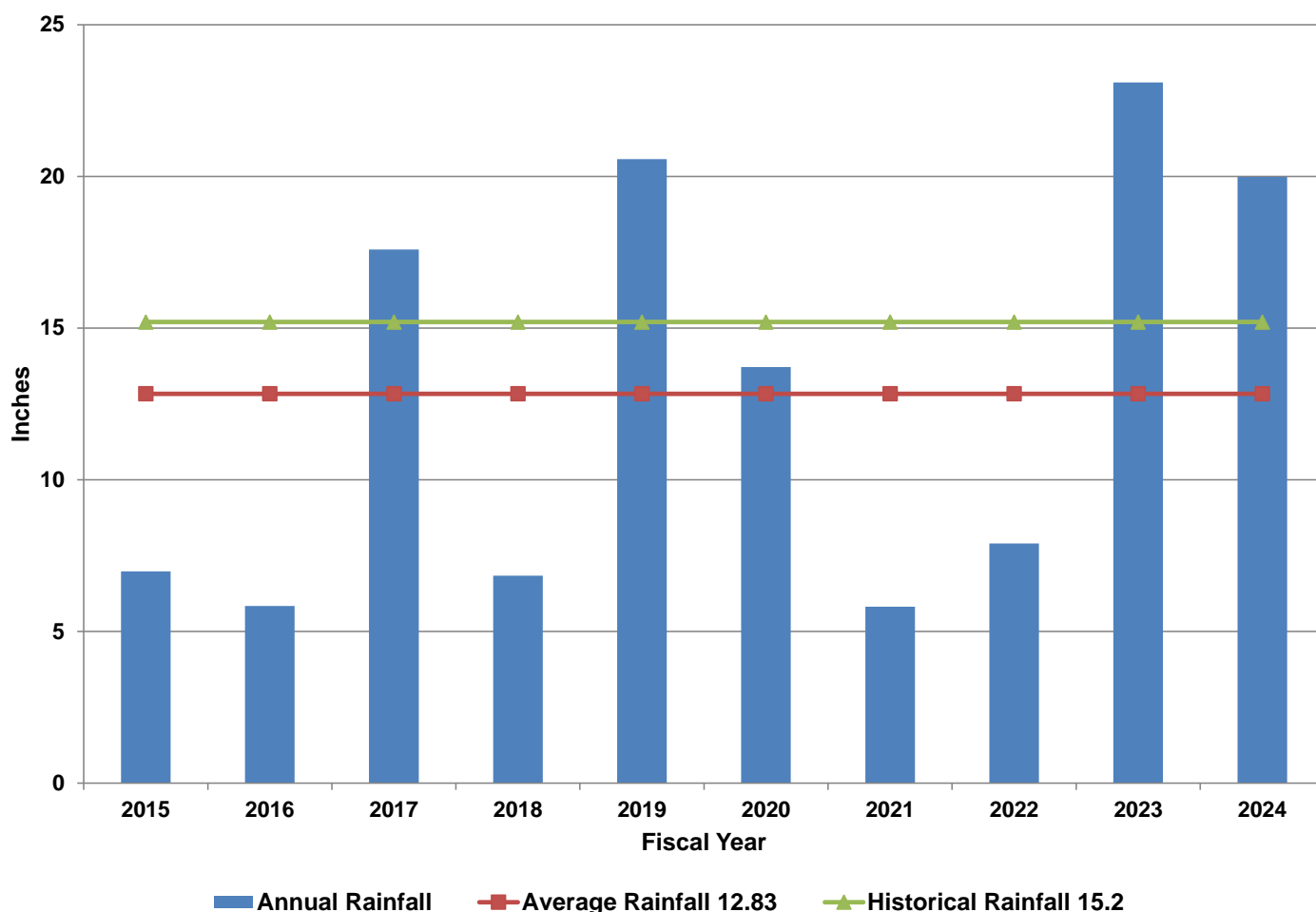


Figure 1 – Average Rainfall

Due to 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 toward 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.

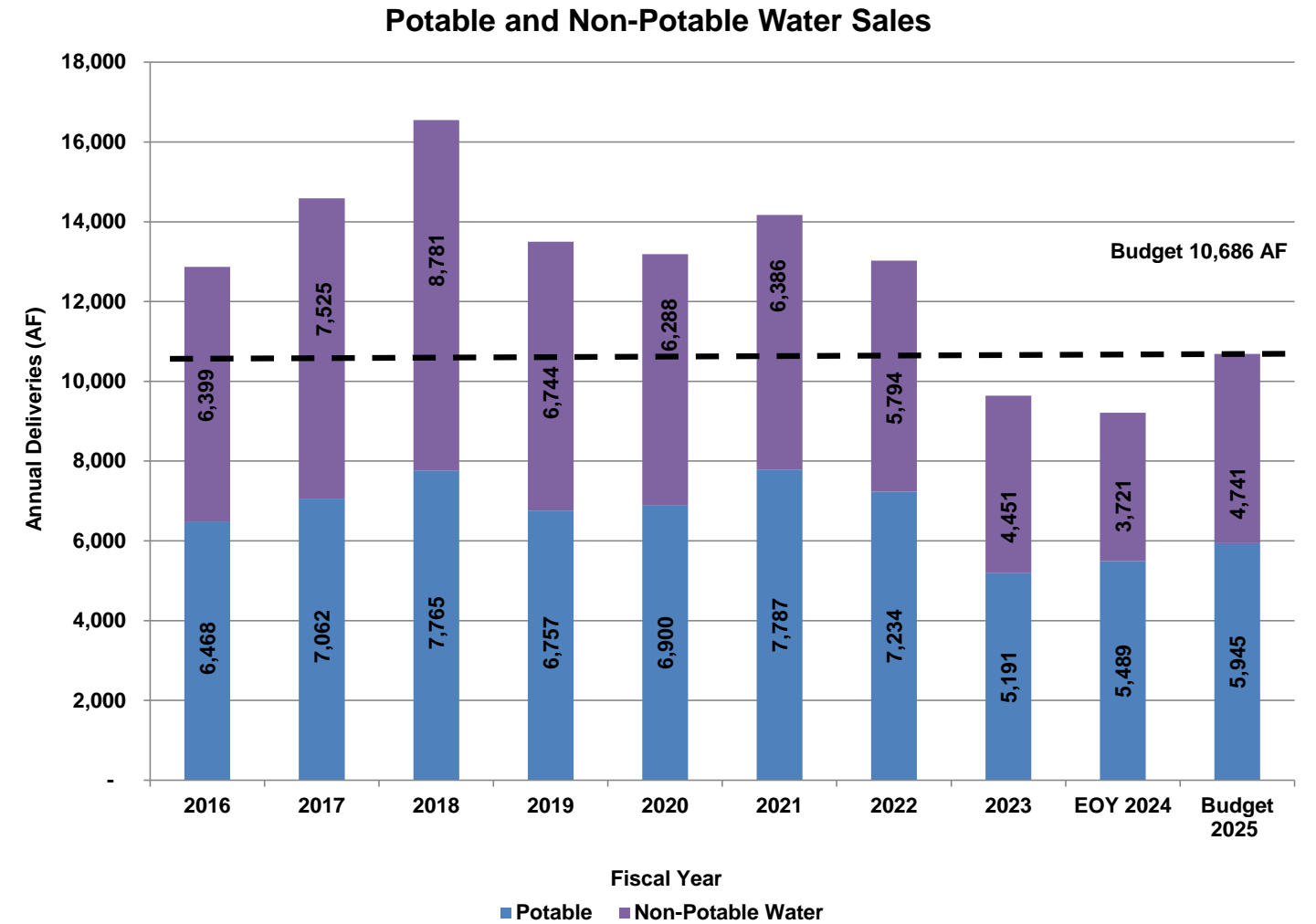


Figure 2 – Potable and Non-Potable Water Sales

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 the compensation needed to mitigate the treatment cost for PFAS. The Granular Activated Carbon (GAC) filtration system at the Conejo Wellfield to mitigate these contaminants 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).

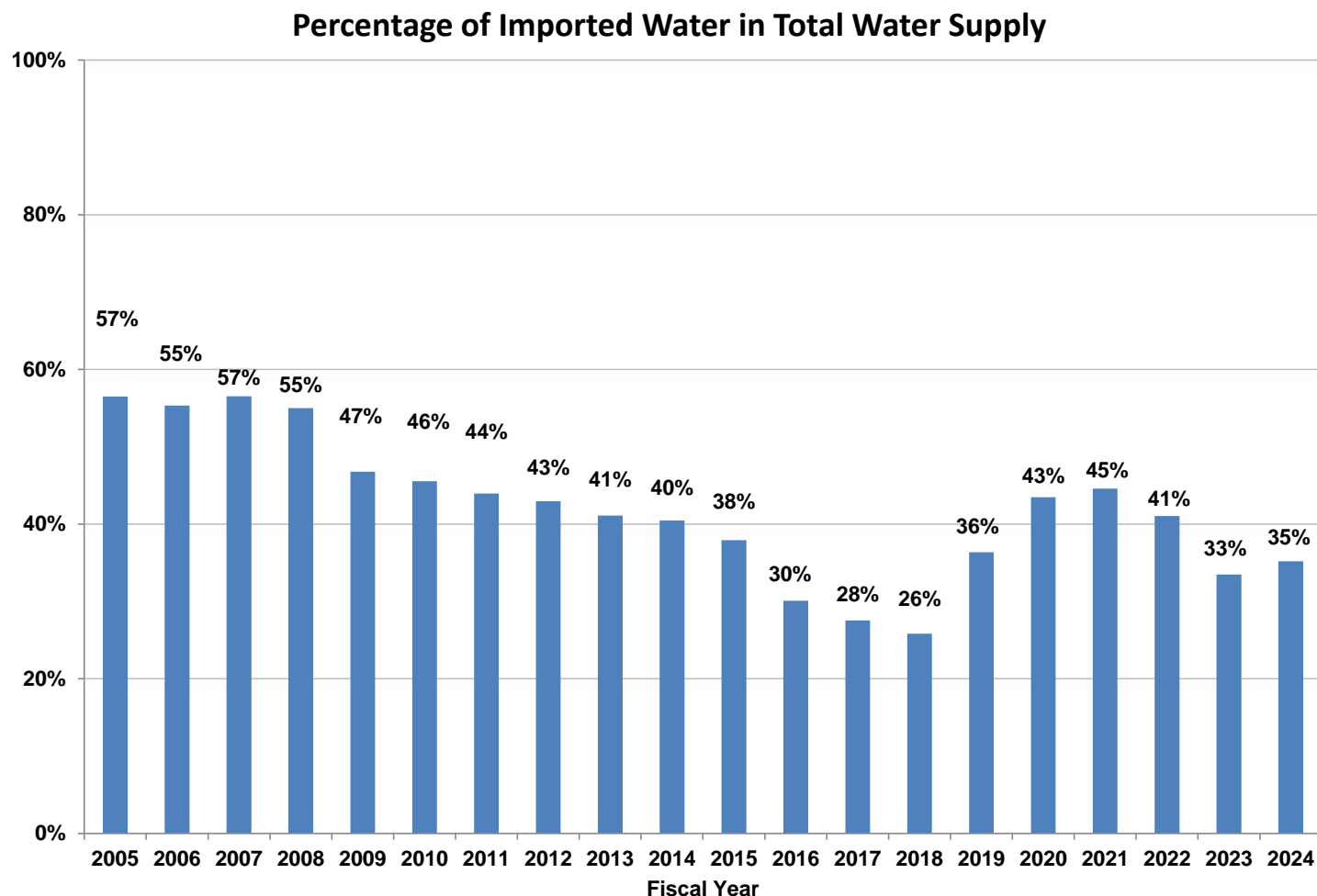


Figure 3 – Percentage of Imported Water in Total Water Supply

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%. 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

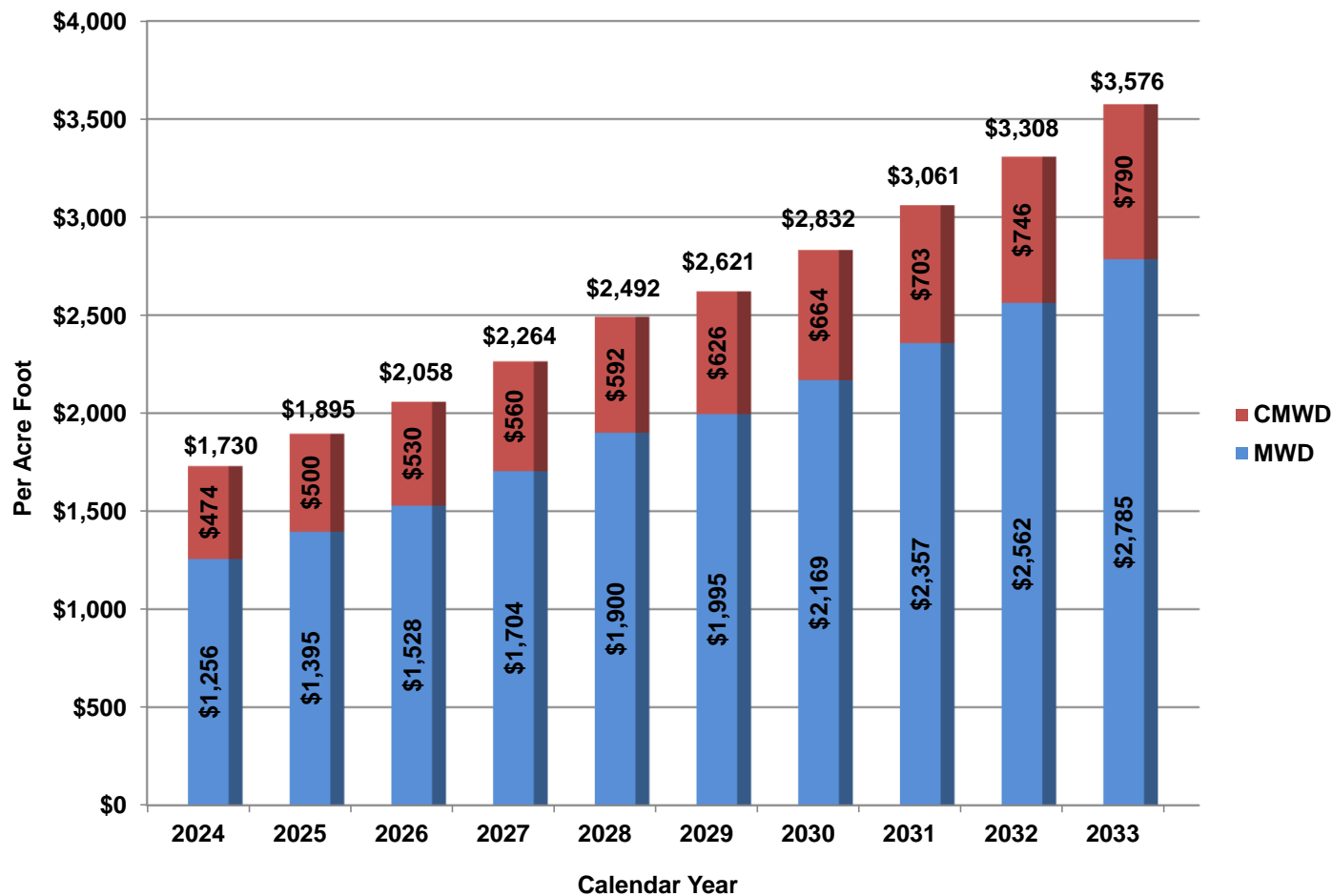


Figure 4 – Projected Cost of Import Water

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 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

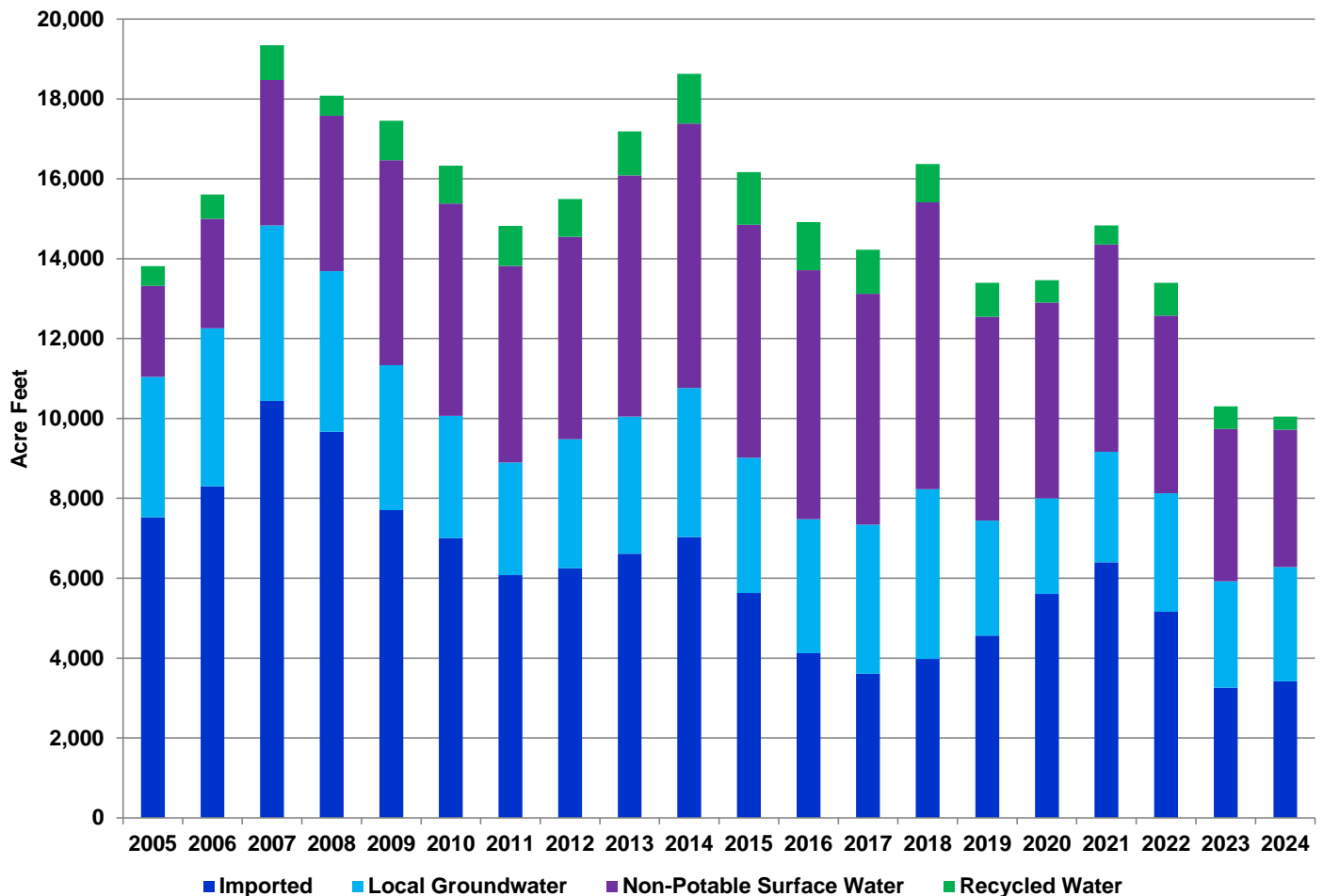


Figure 5 – Historical Water Sources

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 this surplus recycled water to the creek and violating their NPDES permit or incurring the cost of discharging to the Salinity Management Pipeline (SMP). Camrosa can store CamSan’s recycled 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, 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

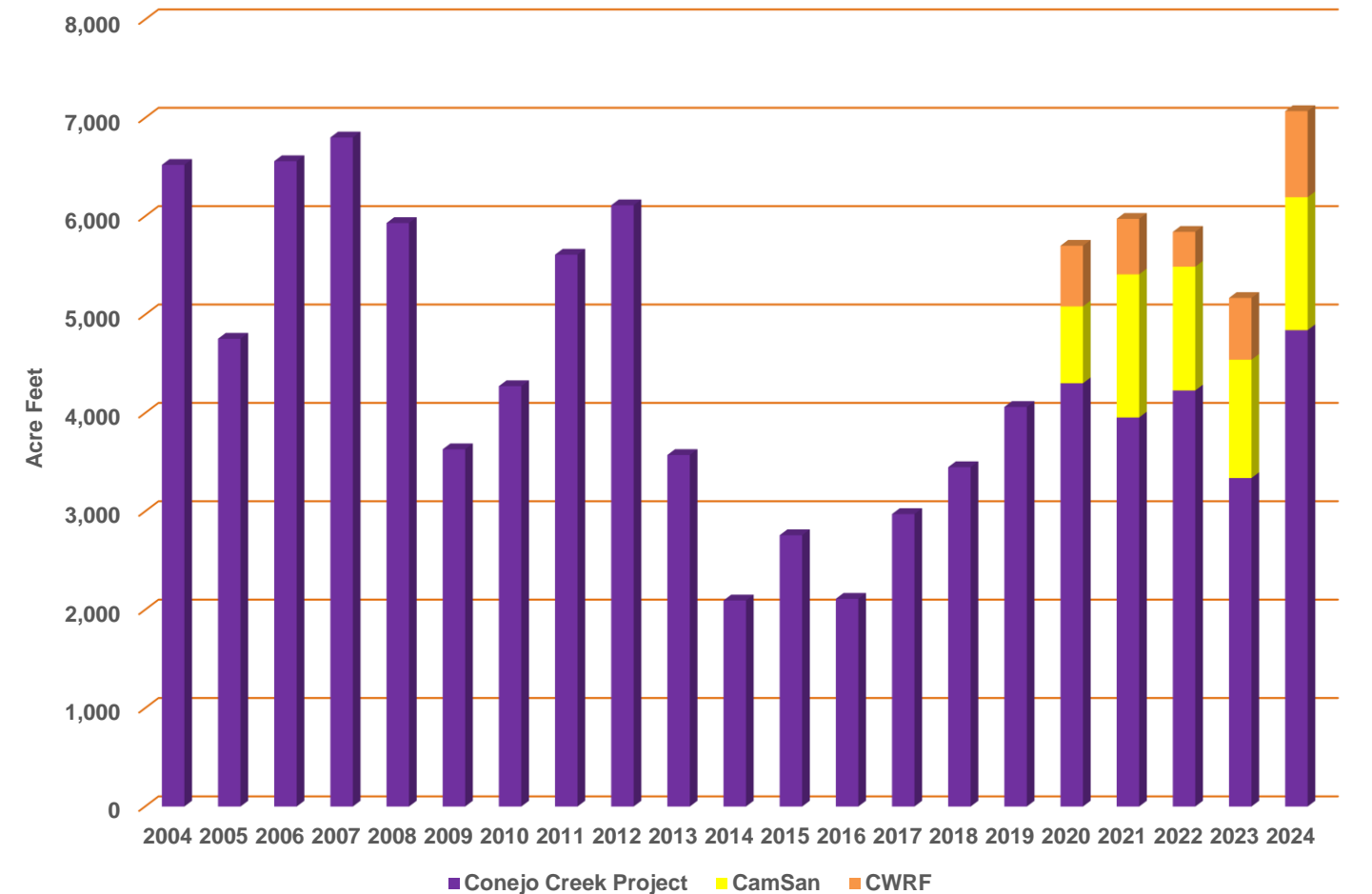


Figure 6 – Historical Water Deliveries to Pleasant Valley CWD

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.

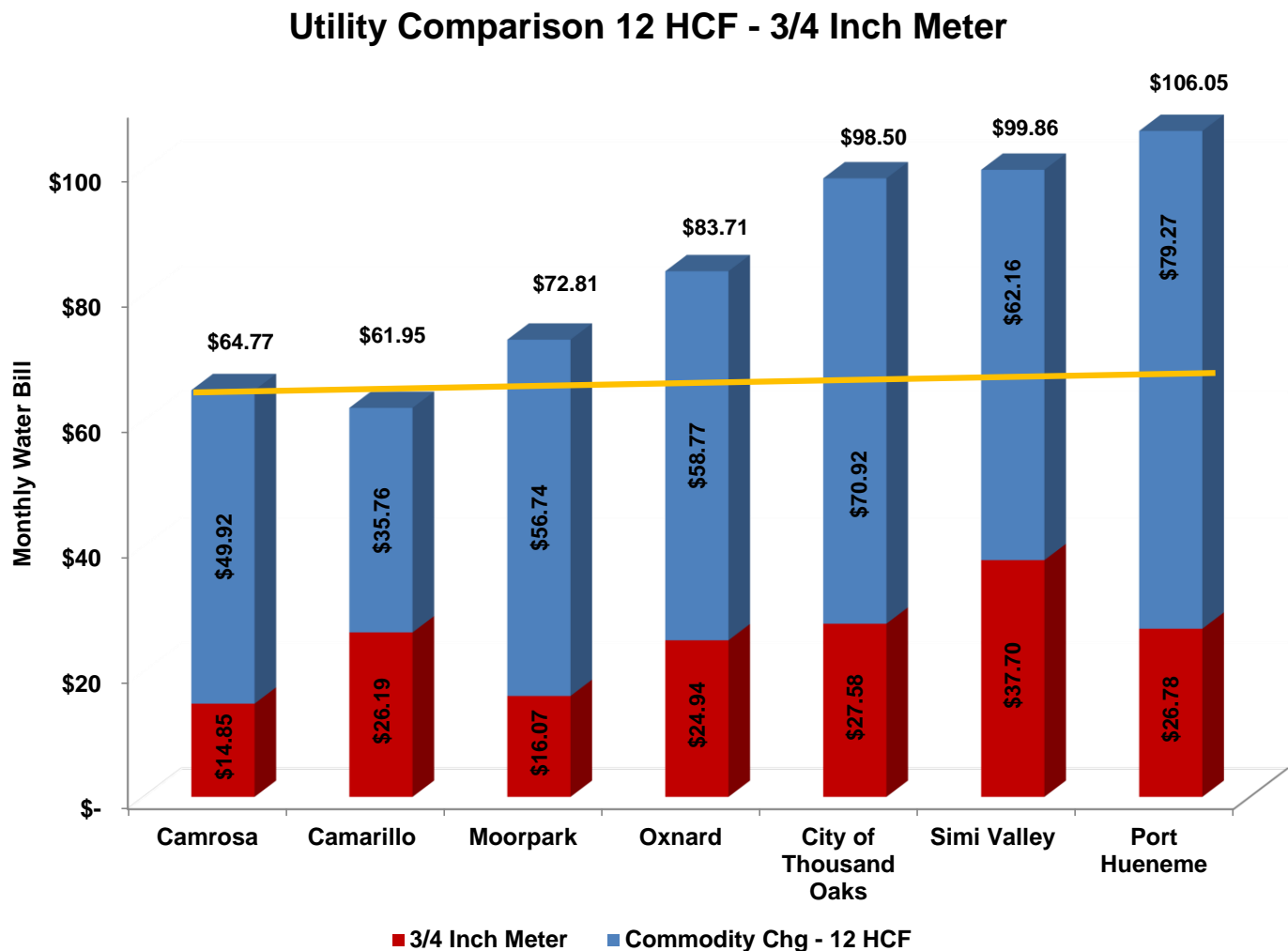


Figure 7 – Water Rate Comparison

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

Sewer Rate Comparison

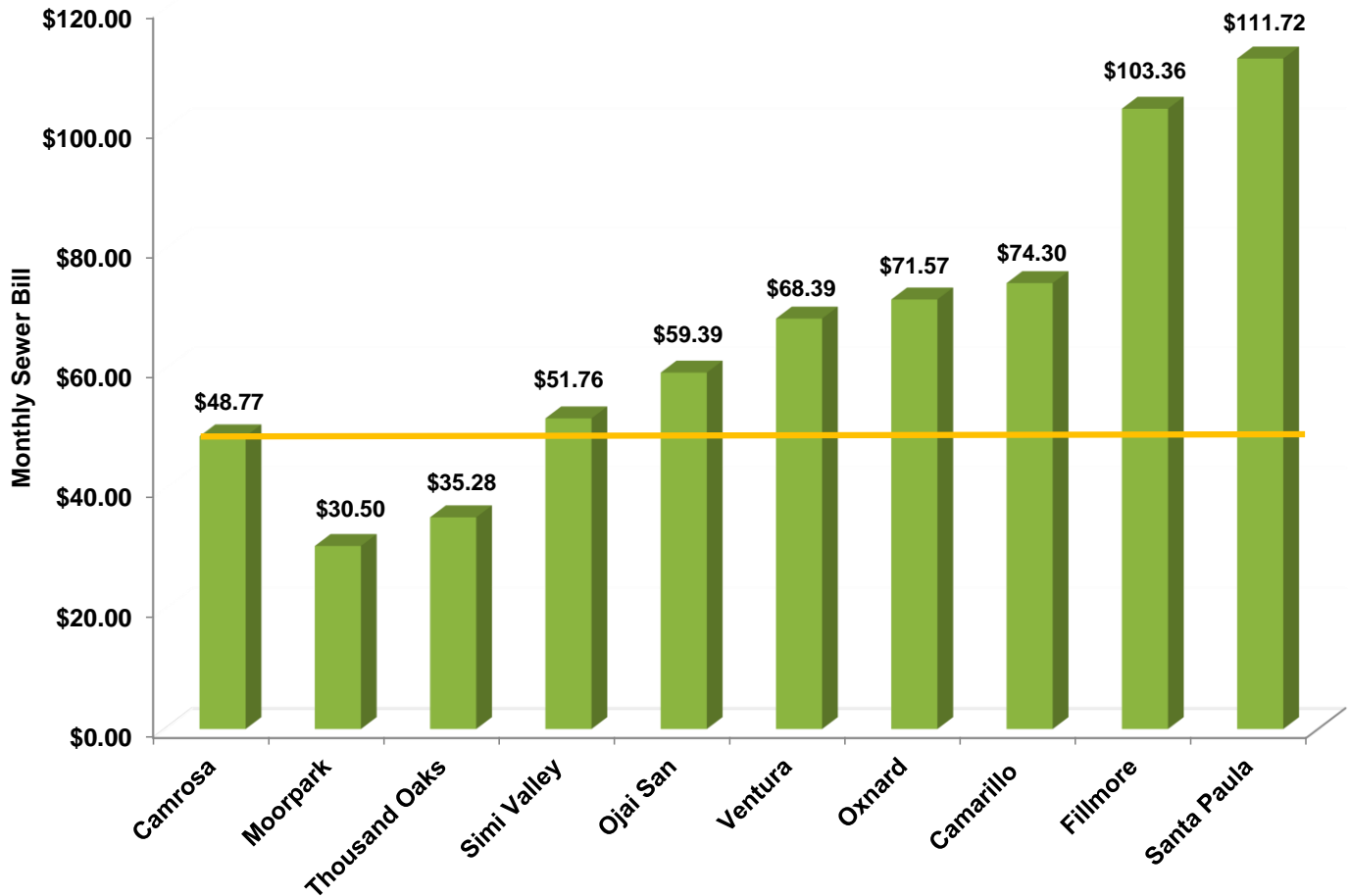


Figure 8 – Sewer Rate Comparison

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 toward 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 (CWRP). 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.

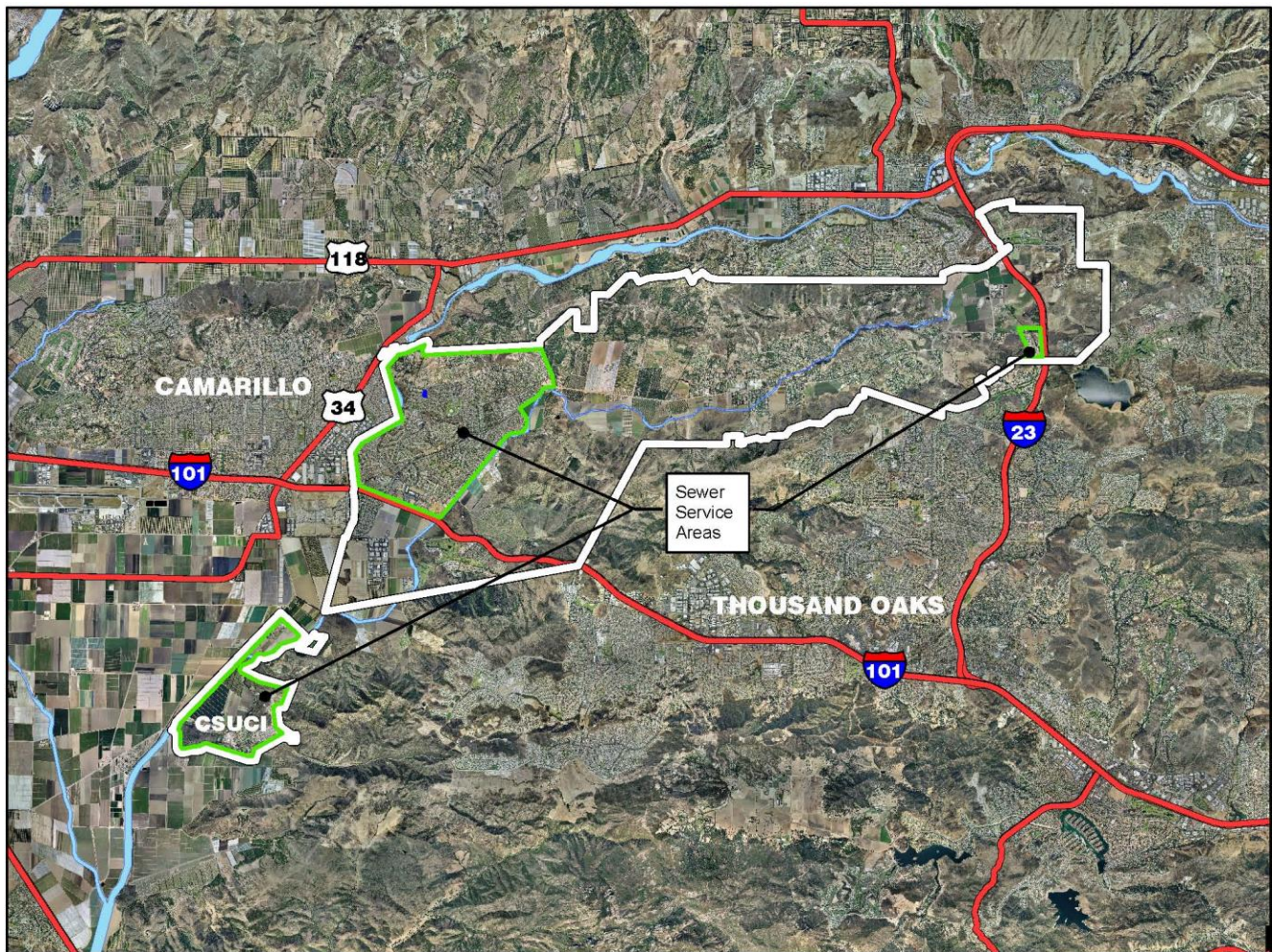


Figure 9 – District Map Boundaries

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.

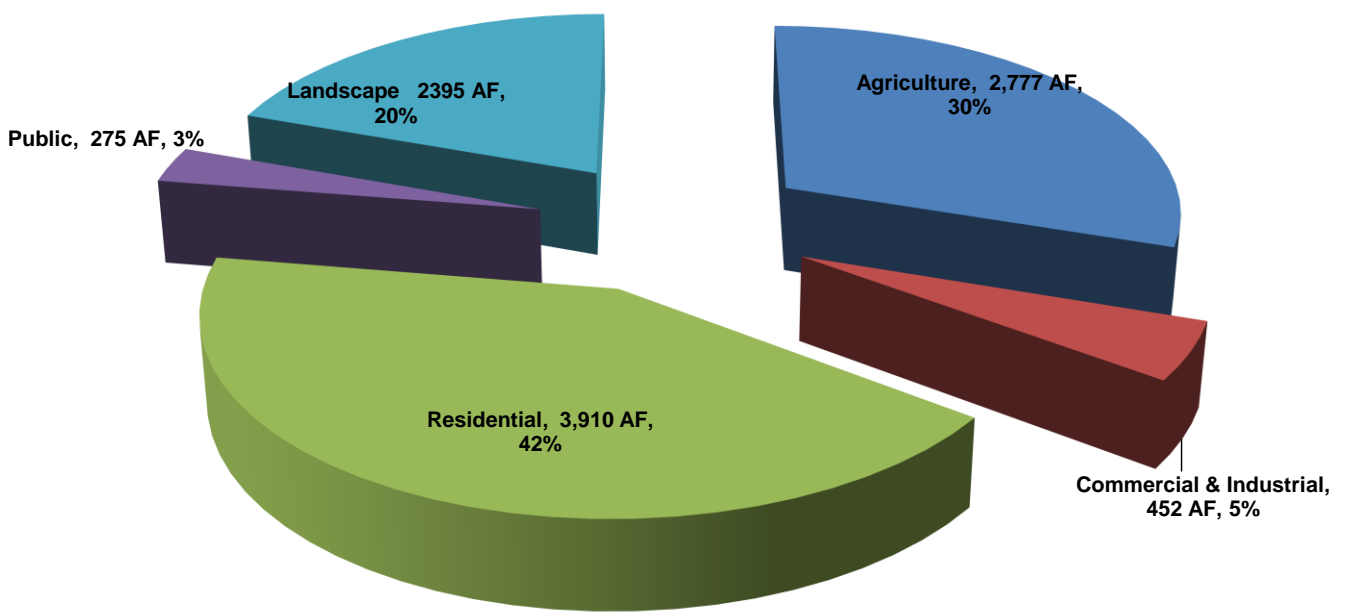


Figure 10 – FY2023-24 Percent of Water Revenues by Customer Class

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.

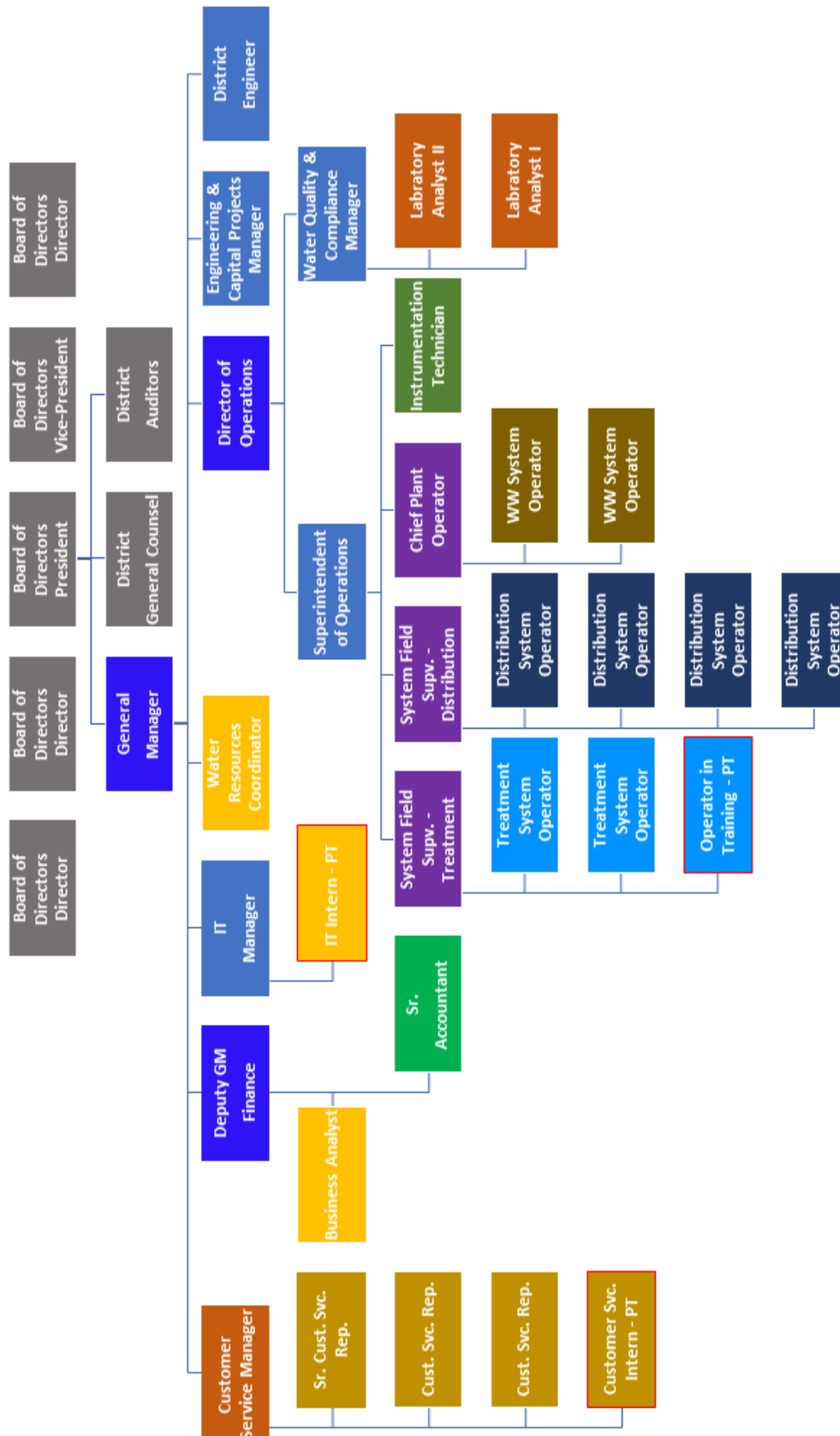
Director	Title	Division	Expiration of Term	Occupation
Eugene F. West	President	Division 4	November 2024	Attorney
Andrew F. Nelson	Vice-President	Division 1	November 2026	Healthcare Research
Jeffrey C. Brown	Director	Division 2	November 2026	Investment Consultant
Terry L. Foreman	Director	Division 5	November 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 PEPRA 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 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 are expected to remain flat or increase by less than 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

Resolution No: 24-14

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

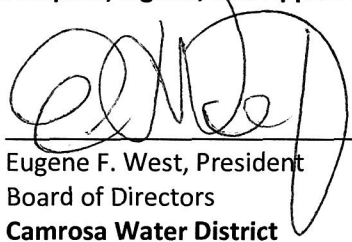
Whereas, the Board of Directors has determined that the proposed budget is consistent with the effective delivery of services by the District; and

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	1,513,214	464,149	44.24%
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	150,000	45,000	42.86%
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	\$ 4,665,440	\$ 936,600	25.12%
Total Expenses	\$ 20,185,274	\$ 20,202,349	\$ 18,024,380	\$ 25,460,407	\$ 22,060,942	\$ 25,137,787	\$ (322,620)	-1.27%
Net Operating Revenues	\$ 5,438,275	\$ 4,883,977	\$ 3,554,409	\$ 2,203,456	\$ 1,119,625	\$ 1,256,913	\$ (946,543)	-42.96%
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	2,221,500	(962,127)	-30.22%
Total Non-Operating Expenses	\$ 6,019,531	\$ 5,690,131	\$ 5,371,631	\$ 4,223,558	\$ 3,692,931	\$ 3,628,131	\$ (595,427)	-14.10%
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	\$ 238,782	\$ 63,612	
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	\$ -	\$ -	
Net Operating Results After Capital Fees & Grants	\$ 1,642,372	\$ 16,236,962	\$ 819,902	\$ 175,170	\$ 6,451,034	\$ 238,782	\$ 63,612	

*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	1,284,869	418,396	48.29%
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	136,000	50,250	58.60%
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	\$ 3,853,866	\$ 794,664	25.98%
Total Expenses	\$ 17,677,179	\$ 17,566,320	\$ 14,895,049	\$ 20,927,274	\$ 18,394,062	\$ 20,401,355	\$ (525,919)	-2.51%
Net Operating Revenues	\$ 4,085,749	\$ 3,404,254	\$ 2,236,593	\$ 1,894,289	\$ 48,505	\$ 458,745	\$ (1,435,544)	-75.78%
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	1,408,500	(1,511,127)	-51.76%
Total Non-Operating Expenses	\$ 4,678,081	\$ 4,189,181	\$ 3,936,281	\$ 3,771,658	\$ 2,298,431	\$ 2,508,431	\$ (1,263,227)	-33.49%
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	\$ 210,314	\$ 104,121	
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	3.22		

*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	1,187,732	417,726	54.25%
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	123,520	79,930	183.37%
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	\$ 2,975,206	\$ 749,305	421.50%
Total Expenses	\$ 13,611,989	\$ 13,207,792	\$ 10,595,772	\$ 14,738,025	\$ 12,861,168	\$ 14,472,031	\$ (265,994)	-1.80%
Net Operating Revenues	\$ 1,501,374	\$ 1,526,936	\$ 1,133,544	\$ 900,675	\$ 41,576	\$ 942,769	\$ 42,094	4.67%
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	1,342,000	(95,227)	-6.63%
Total Non-Operating Expenses	\$ 1,803,066	\$ 1,999,536	\$ 2,338,063	\$ 2,258,904	\$ 1,672,677	\$ 2,343,711	\$ 84,807	3.75%
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	\$ 209,058	\$ 133,104	175.24%
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	\$ 209,058	\$ 133,104	

*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-Colleguas	\$ 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.

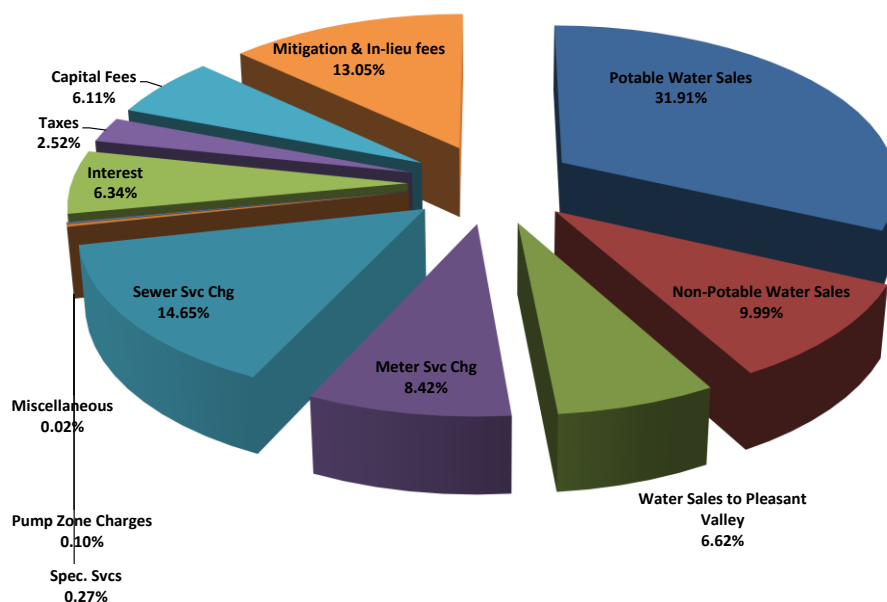
Special Services are various fees for turn-off/turn-on, late fees, and other miscellaneous administrative fees. Special Services revenues are budgeted at \$88,000. Revenue from Special Services is based upon our projected revenues for FY2023-24.

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 on 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

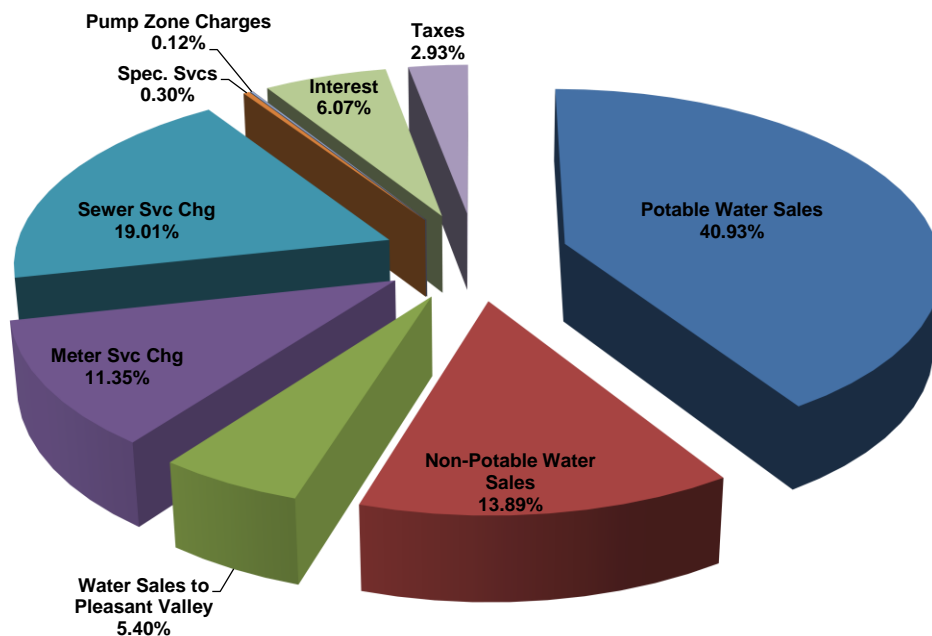


Figure 11 – Comparison of Total Revenues

CAMROSA WATER DISTRICT



BUILDING WATER
SELF-RELIANCE

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Expense Centers

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

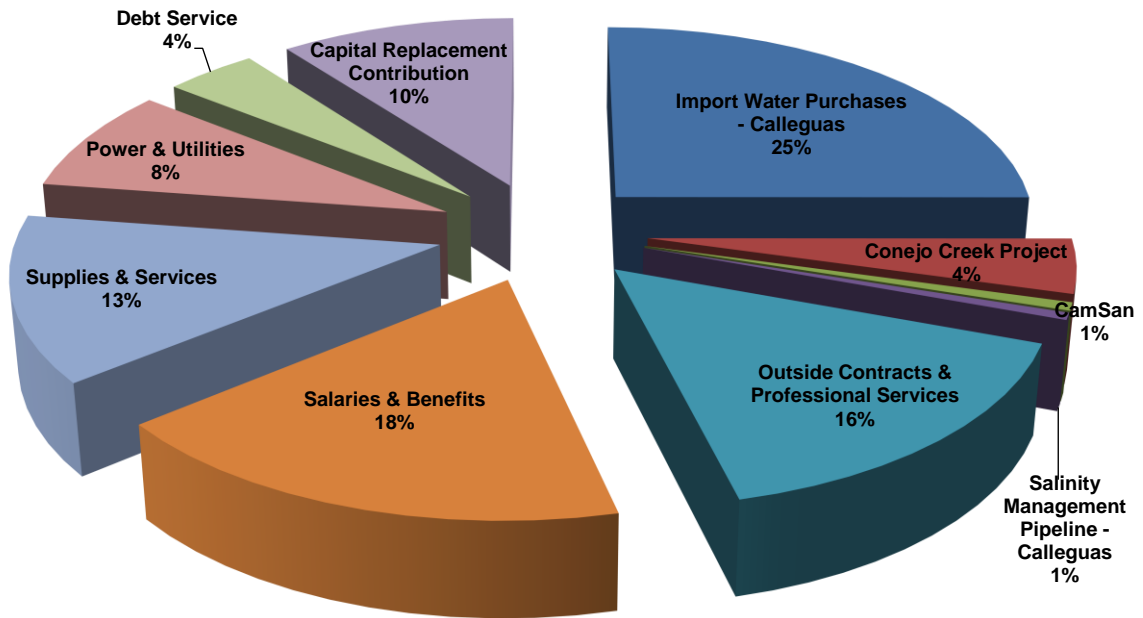
Salaries & Benefits and indirect support services are allocated to Water Operations (65%) and Wastewater Operations (35%), with the exception of the Water Quality Program, which is distributed 50:50 between the two programs. Non-operating revenues are allocated to the enterprise that generates the revenues 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 - \$28,765,918

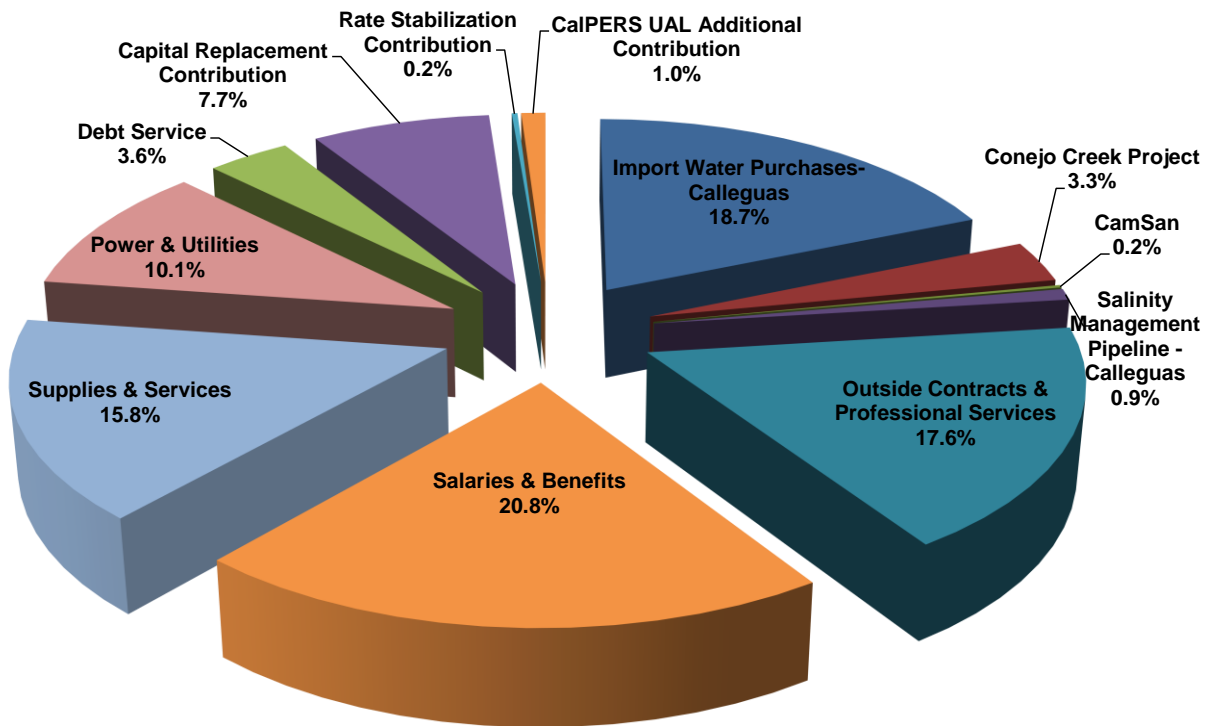


Figure 12 – Comparison of Total Expenses

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 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.

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.

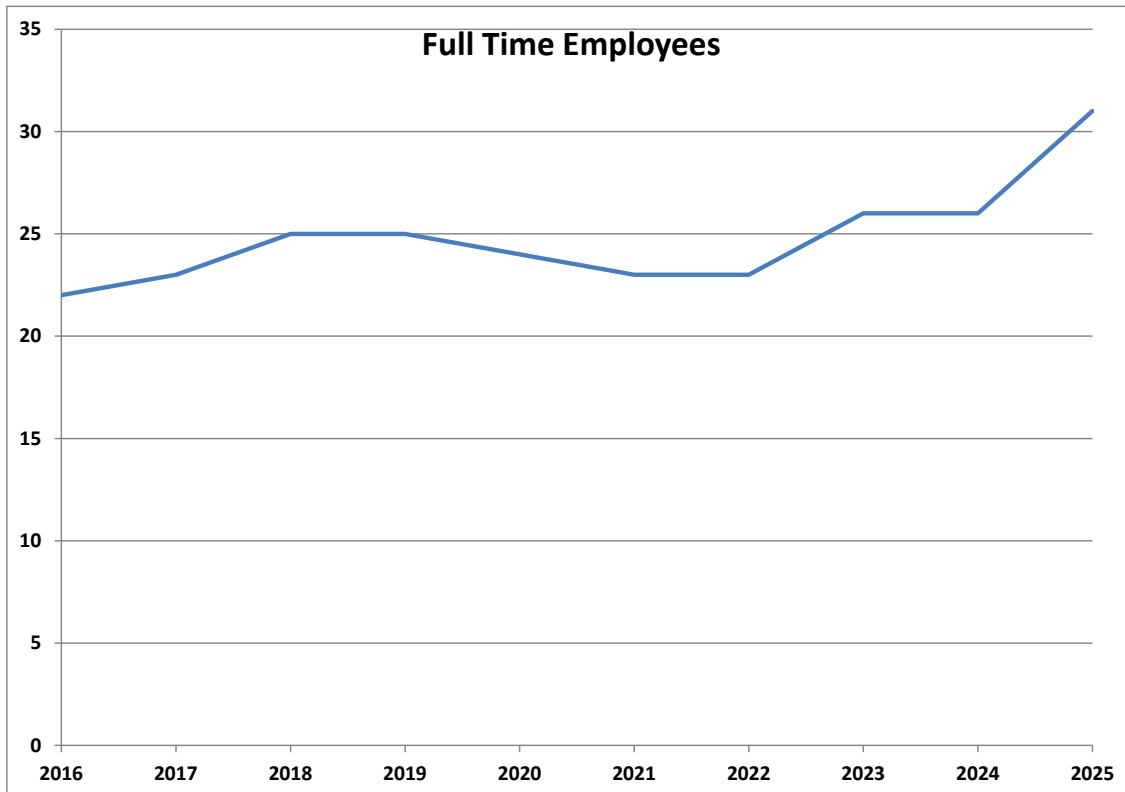
2023-2024 Goal Accomplished = 🌟 Additional Accomplishments in 2023-2024 = 🌟

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

-  Completed a five-year comprehensive rate study.
-  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.
-  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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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.

2023-24 Goal Accomplished =  Additional Accomplishments in 2023-24 

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 locations 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.
-  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 of Water Quality Sampling Stations (42 sites).
-  Completed design and issued contract for Solids Dewatering Press Facility at CWRF.

Goals for 2024-2025

-  Complete construction for Iron/MN Treatment at PV Well No. 2.
-  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 CWRF 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 CWRF.
-  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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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.
- ✦ Developed reporting strategy for new SWRCB and DWR reporting 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.
- ✦ 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.
- ✦ Made significant progress toward compliance with Federal and State Lead Service Line Inventory (LSLI) requirements.

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 the 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.

2023-2024 Goal Accomplished = ✦ Additional Accomplishments in 2023-2024 = ✦

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

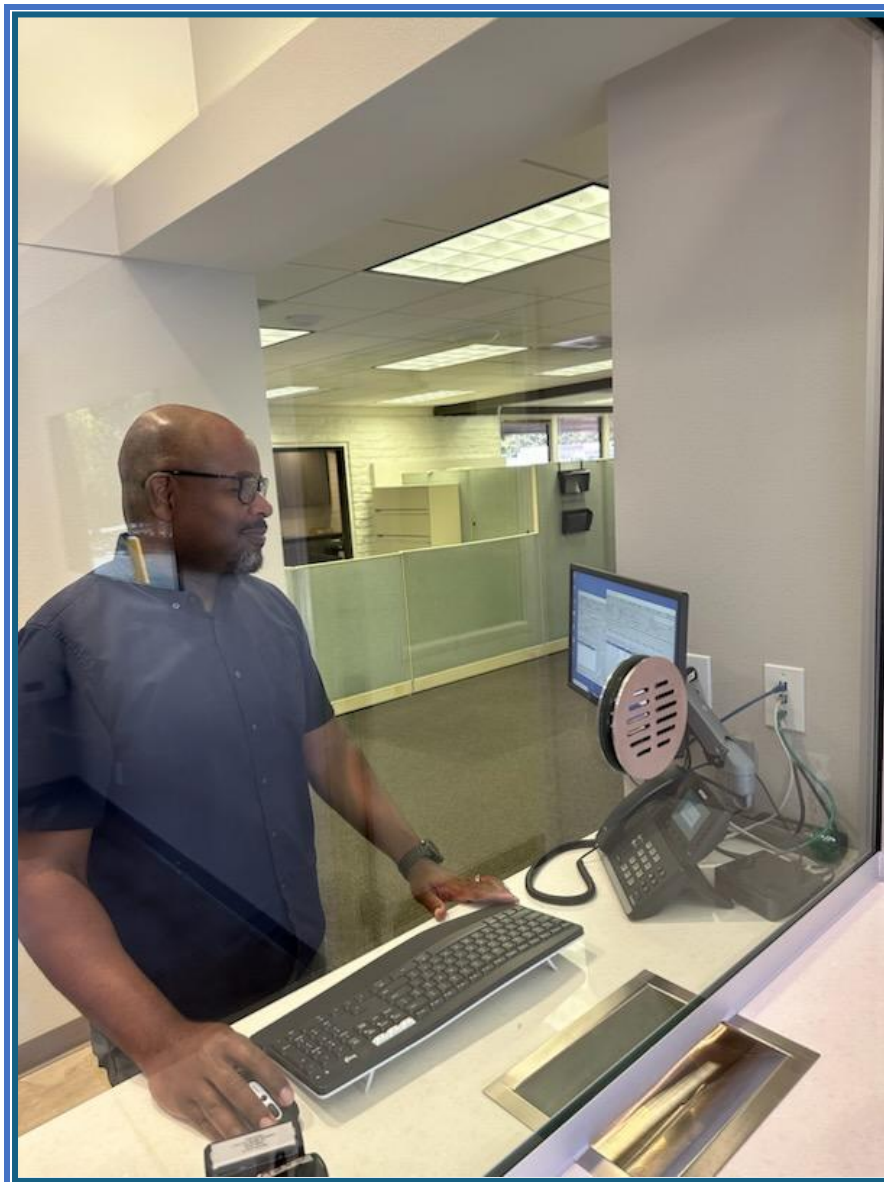
- ★ Enhance the customer experience by updating the payment and customer engagement portal to make it more user-friendly, intuitive, and efficient by implementing new features, improving navigation, and ensuring compatibility across devices.
- ★ Expand efforts to encourage customers to opt for paperless 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.

2023-2024 Goal Accomplished = ✦ Additional Accomplishments in 2023-2024 = ✨

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 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.
- 🌟 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.
- 🌟 Recruited and trained a full-time laboratory analyst.
- 🌟 Participated in public outreach by providing tours of the CWRF 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 CWRF and receive a 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.

2023-2024 Goal Accomplished = 🌟 Additional Accomplishments in 2023-2024 = 🌟

Fixed Assets

- Bacti Incubators \$5,000
- Hydraclam 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 CWRf headworks.
-  Installed security cameras at the Main Office, CWRf, 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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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

-  Continued distribution valve replacement program.
-  Completed installation of a new waterline under Conejo Creek.
-  Began distribution system flushing.
-  Completed AMR/AclaraOne pilot Zone 1 and 2 installation of 1,800 MTUs.
-  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 air entrainment pilot study for Penny Well.
-  Completed design of Water Quality Sampling Stations (42 sites).
-  Achieved a 50:50 percent local groundwater production to imported water ratio.

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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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 FY 2023-24	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	1,128,000	417,000	58.65%
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	-	110,000	85,000	340.00%
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	\$ 2,605,075	\$ 711,000	37.54%
Total Operating Expenditures		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,010,459	\$ 10,804,375	\$ (335,241)	-3.01%
Fixed Assets	50600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Total Expenses		\$ 11,610,421	\$ 11,101,318	\$ 8,131,586	\$ 11,139,616	\$ 10,010,459	\$ 10,804,375	\$ (335,241)	-3.01%

*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.
-  Completed design for Ag3 Non-potable Water Tank.
-  Developed a well-maintenance and rehabilitation program.
-  Inspected and cleaned Reservoir 1A.

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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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

-  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.
-  Cleaned two-thirds of the collection system.

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.

2023-2024 Goal Accomplished =  Additional Accomplishments in 2023-2024 = 

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	Hydraclam 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 Hydraclam 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 \$250,000 Ford 550 Utility Truck

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

Capital Projects 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 projects included the Diversion Traveling Screen project. General improvement projects included the 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 carry over 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 are scheduled 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 completed 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 are expected to begin in the Summer of 2024 and to be completed in the Summer of 2025. Upon completion of the 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 a monitoring well in Heritage Park within the basin is 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 power 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
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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, increase reliability, and provide 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. The 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
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Design and construction for the installation of 42 new water quality sampling stations strategically located in various pressure zones throughout the potable water system. The 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
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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. The design of the well is expected to be completed in July 2024.

650-15-01	\$6,052,580	PV Well #2
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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 the removal of the iron and manganese filters from the design. The well was brought online in 2020 with temporary piping and well housing while the design was finalized and construction of the permanent site was orchestrated. Construction of the well is anticipated to be complete by the end of the Summer of 2024. This project was included in the 2019 Rate Study.

650-20-03	\$280,000	Meter Station Control Cabinets
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Camrosa's meter station 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
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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
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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 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
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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
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The existing Ag3 tank was built in 1991. The tank is partially damaged, and its 50,000-gallon 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. The 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)
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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 are outdated and need 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 the 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. The 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 the Headworks bar screen at CWRF. The project includes screen removal, installation, startup and testing. The project is anticipated to be completed 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 in August 2024. The estimated performance period is 16 months (480 calendar days). This project was included in the 2024 Rate Study.

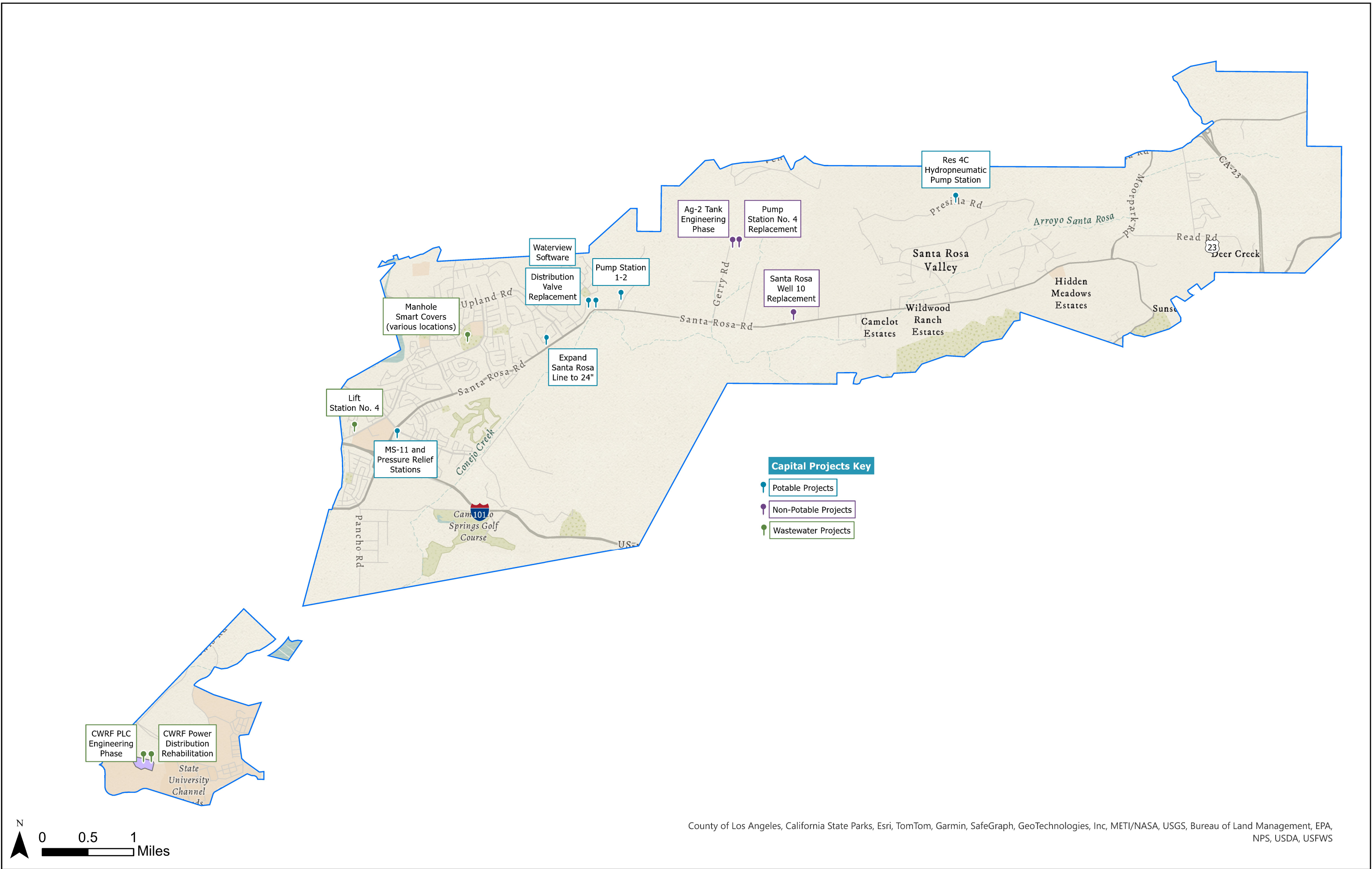
900-18-03	\$1,501,500	Effluent Pond Relining
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The existing effluent ponds at the CRWF were originally lined with a “hydraulic” lining, which can result in leakage. In addition, the ponds accumulate sediment, which promotes plant growth that in turn 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 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 the 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 the outside of the 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 regard 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 ID capabilities would allow for a targeted response that saves outreach and intervention resources. This project will be completed 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 the 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 trunk line. 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 in need of replacement to ensure the 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 a permanent standby generator. This project would include relining the wet well, replacing the packaged pump unit, and replacing 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 in 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 the 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 a 100% funding level the use of reserves may be set aside in the UAL fund to apply additional discretionary payments toward the liability as approved by the Board of Directors.

The FY2024-25 budget is projected to begin with a \$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)	\$ -	\$ -	\$ 1,342,000	\$ -	\$ 16,895,162
Potable Water Operating and Emergency Reserves (OER)	952,052	-	-	-	-	-	209,058	\$ 1,161,110
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	\$ 1,342,000	\$ 209,058	\$ 23,852,932
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	\$ 2,221,500	\$ 238,782	\$ 35,650,804
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	\$ 2,221,500	\$ 238,782	\$ 45,892,048

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	\$ 16,895,162
Potable Water Operating and Emergency Reserves (OER)	635,852	674,723	821,153	952,052	\$ 1,161,110
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	\$ 23,852,932
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	\$ 35,650,804
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	\$ 45,892,048

Reserve Accounts (Continued)

Potable Water - Unrestricted Reserves

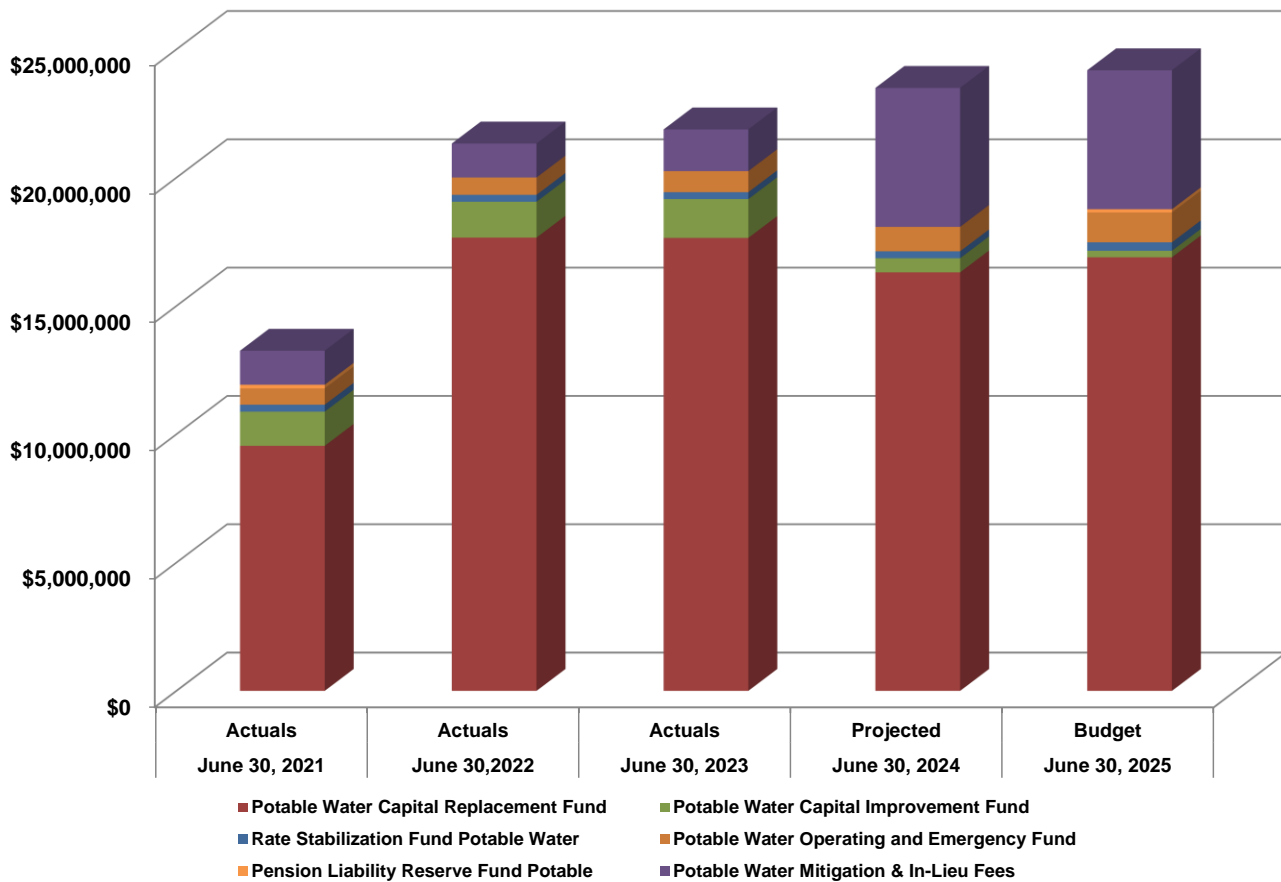


Figure 13 – Unrestricted Potable Water Reserves

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 toward Capital Projects and \$152,640 toward Fixed Assets. The FY2024-25 budget will appropriate \$945,000 from Potable Water Funds toward Capital Projects and \$105,570 toward 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 in connection fees and \$4,202,615 in 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 \$209,058 in FY2024-25. In FY2024-25, the District will start contributing 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

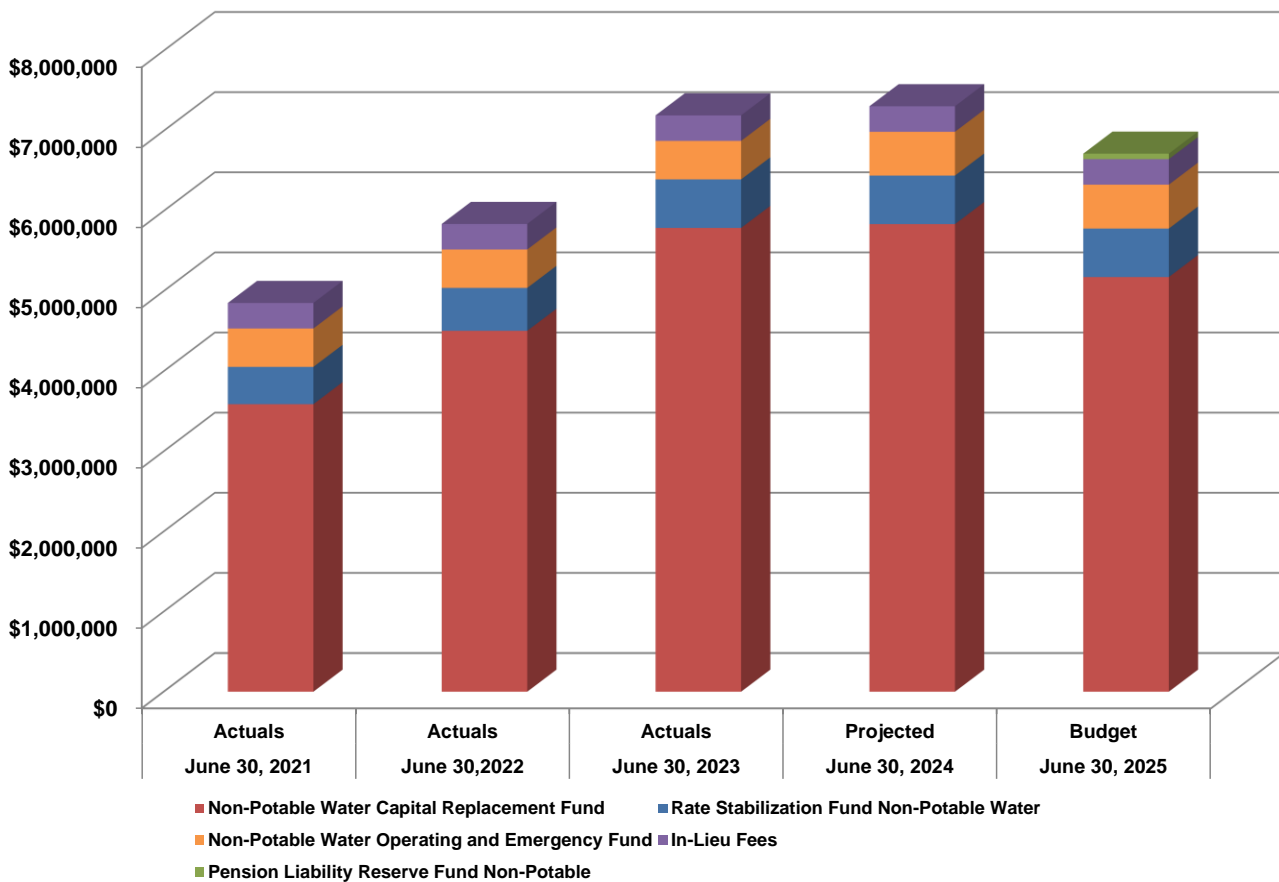


Figure 14 – Unrestricted Non-Potable Water Reserves

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 toward Capital Projects and \$99,360 toward Fixed Assets. The FY2024-25 budget will appropriate \$645,000 from Non-Potable Water Funds toward Capital Projects and \$82,680 toward 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 or 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 contributing to the Pension Unfunded Accrued Liability Reserve Fund, the anticipated contribution for the fiscal year is \$68,250.

Reserve Accounts (Continued)

Wastewater - Unrestricted Reserves

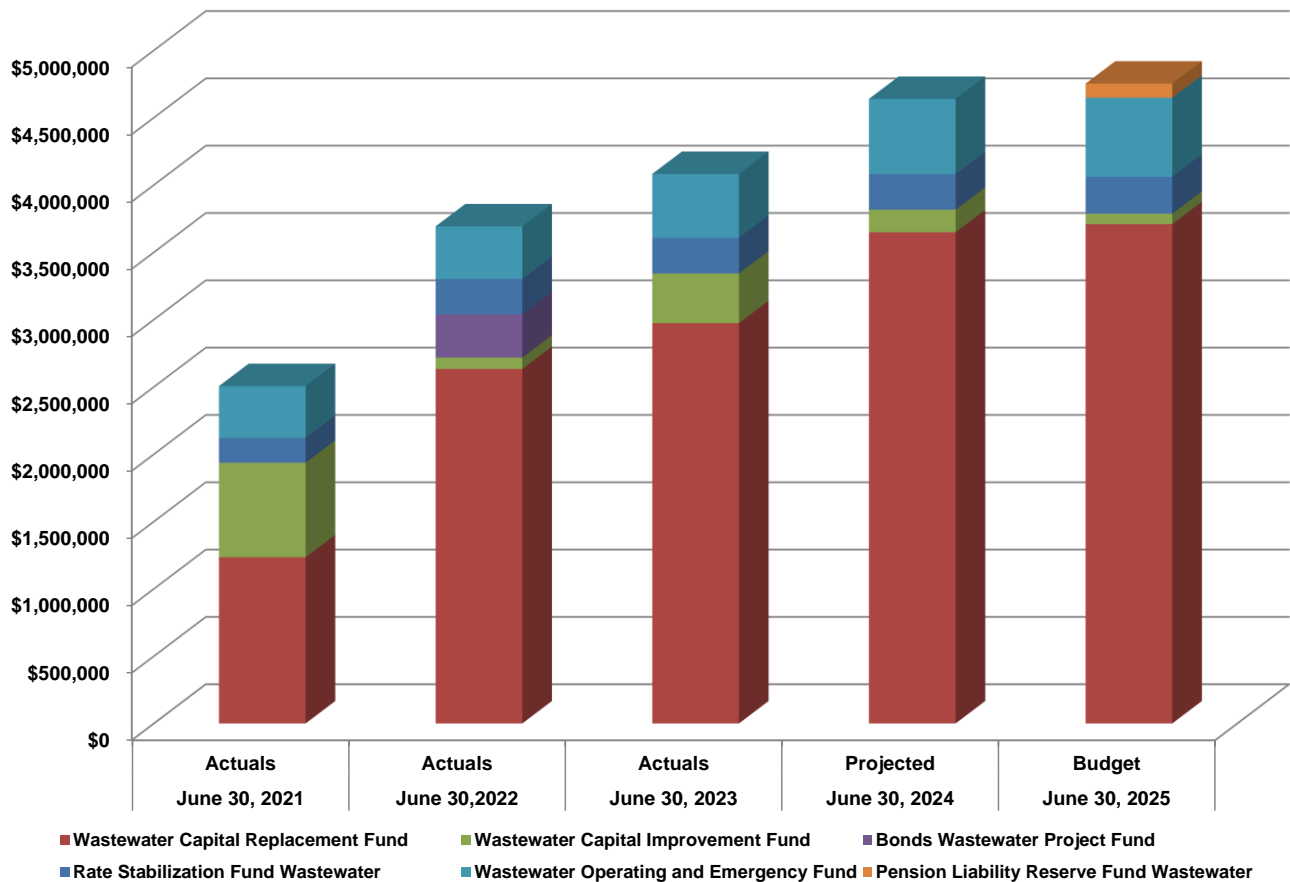


Figure 15 – Unrestricted Wastewater Reserves

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

In FY2023-24 Wastewater funds appropriated approximately \$2,524,850 toward Capital Projects and \$117,000 toward Fixed Assets. The FY2024-25 budget will appropriate \$745,000 from Wastewater funds toward Capital Projects and \$97,750 toward Fixed Assets. The Wastewater Capital Replacement Fund receives funding from capital replacement contributions. The Capital Replacement Contributions for FY2023-24 are projected to be \$1,206,600. 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 contributing 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	3,853,866
Total Expenses	\$ 17,677,179	\$ 17,566,320	\$ 14,895,049	\$ 18,394,062	\$ 20,401,355
Net Operating Revenues	\$ 6,275,992	\$ 20,420,110	\$ 4,438,114	\$ 6,861,295	\$ 2,718,745
Debt Service	843,081	853,681	845,806	852,031	844,931
Debt Service Coverage Ratio	7.44	10.71	5.25	8.05	3.22

Water Debt Coverage Ratio

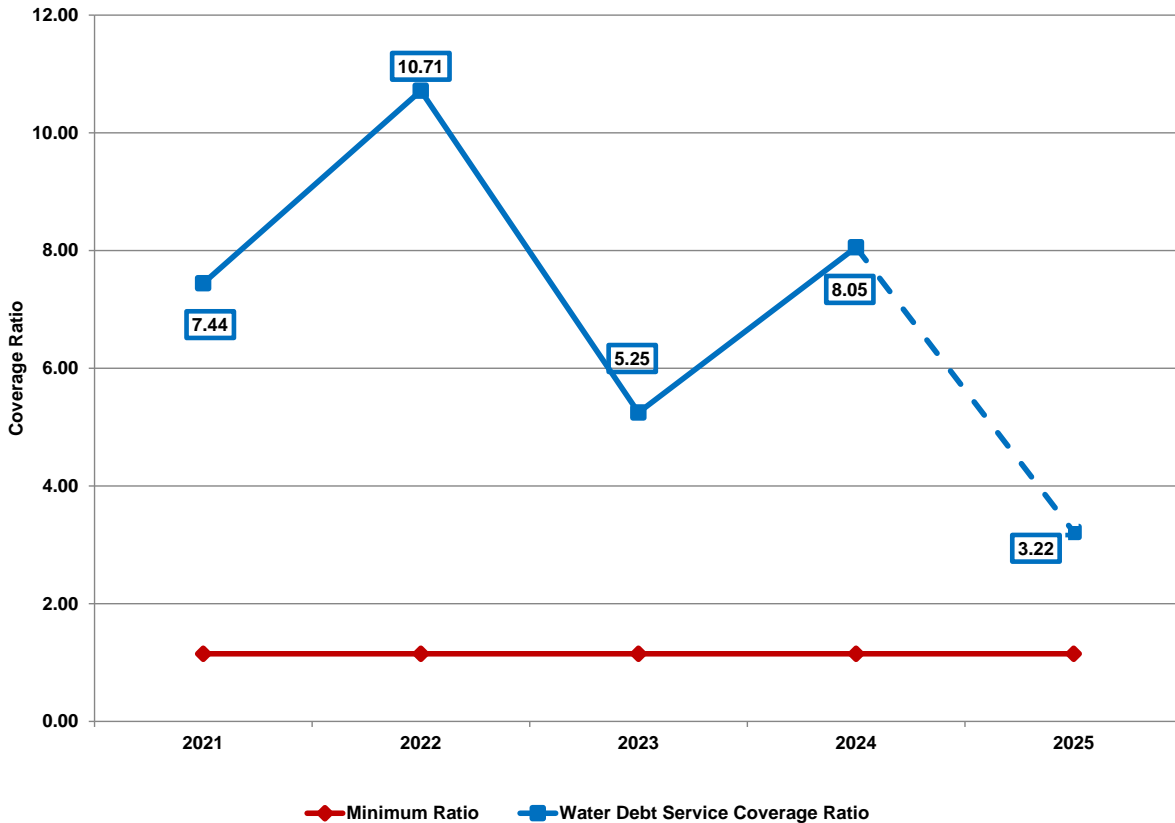


Figure 16 – Historical Debt Service Coverage Ratios – Water

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

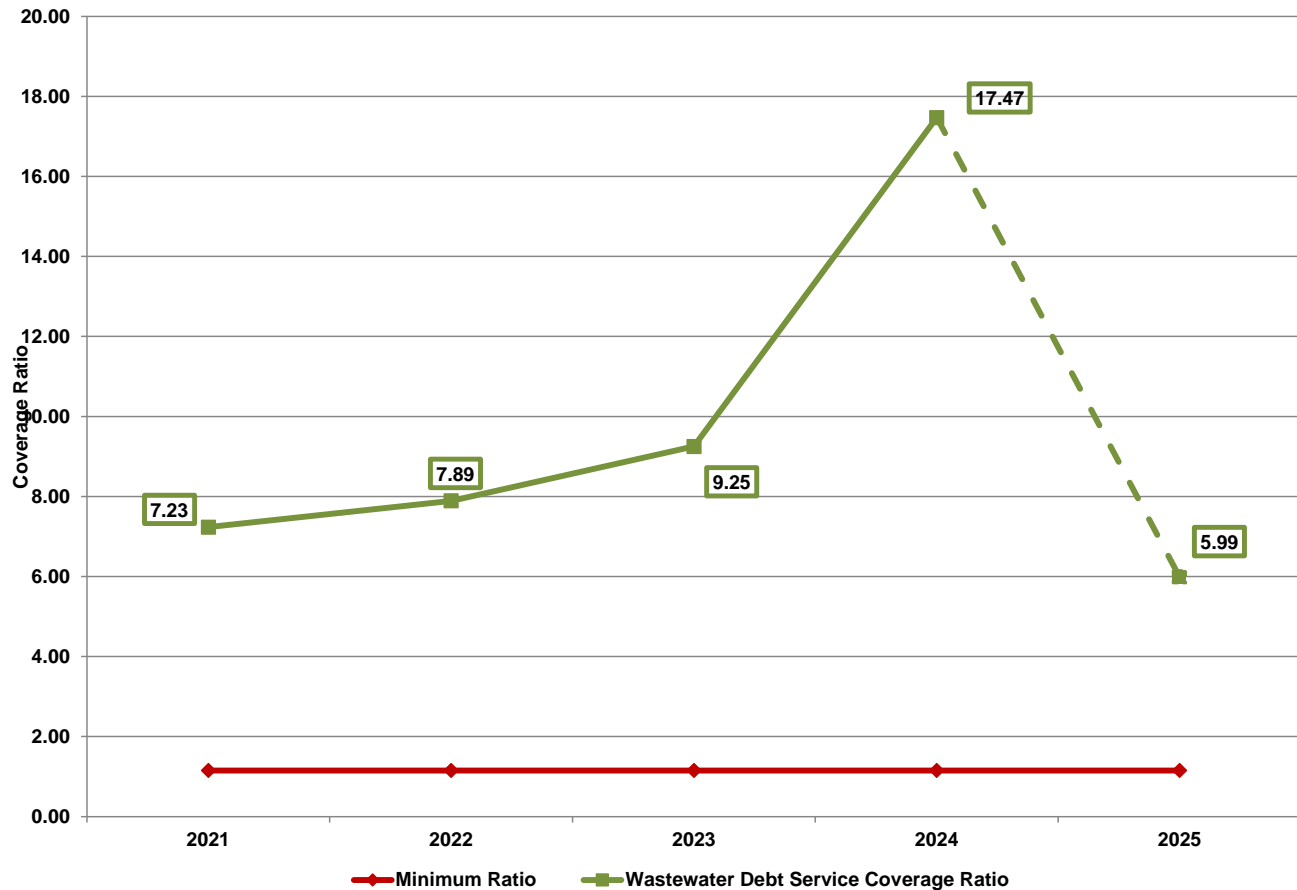


Figure 17 – Historical Debt Service Coverage Ratios – Wastewater

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 2025 Mid-Year Projection	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	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 University 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	\$ 16,633,000	\$ 100,000	\$ 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 2025 Mid-Year Projection	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		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	\$ 0	\$ 1,187,800	\$ 2,101,400	\$ 1,418,000	\$ 594,800	\$ 9,122,000

Wastewater Capital Outlay

No.	Project Description	FY 2025 Budget	FY 2025 Mid-Year Projection	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	\$ 0	\$ 514,800	\$ 1,740,600	\$ 4,626,600	\$ 3,078,000	\$ 13,455,000
Grand Total Projects									
		\$ 2,335,000	\$ 22,558,000	\$ 100,000	\$ 15,375,800	\$ 27,462,000	\$ 14,104,600	\$ 19,773,800	\$ 101,709,200

Appendices

ARROYO SANTA ROSA VALLEY BASIN

GROUNDWATER SUSTAINABILITY AGENCY

Camrosa Water District - 7385 Santa Rosa Road - Camarillo, CA 93012

MEMBERS OF THE BOARD

ARNE ANSELM, *Ventura County Public Works Agency*
JEFFREY C. BROWN, *Camrosa Water District*
TERRY L. FOREMAN, *Camrosa Water District*
TIMOTHY H. HOAG, *Camrosa Water District*
ANDREW F. NELSON, *Camrosa Water District*
EUGENE F. WEST, *Camrosa Water District*

Fiscal Year 2024-25 Budget

Overview

The Arroyo Santa Rosa Valley Basin Groundwater Sustainability Agency (ASRVBGSA) presents the Fiscal Year (FY) 2024-25 budget. It describes the governance and purpose of the ASRVBGSA, the plan for the annual budget, the basis of accounting, and the budgeted amounts for each authorized classification.

Agency Governance

The ASRVBGSA is organized under a joint powers of authority agreement (JPA) between the Camrosa Water District and the County of Ventura. Camrosa is the water purveyor for the Santa Rosa Valley and the largest producer of groundwater from the Santa Rosa Basin; the County retains land-use jurisdiction over the unincorporated valley. The six-member Board of Directors holds meetings as necessary. Meetings are publicly noticed.

The GSA is staffed by an Executive Director, treasurer, controller, and auditor, appointed by the Board. The GSA Board appointed Norman Huff, the General Manager of the Camrosa Water District, as Interim Executive Director, and determined that the auditor of the Camrosa Water District's finances should also audit the ASRVBGSA. According to the JPA, the treasurer and controller positions shall be filled by Camrosa Water District staff. Currently Tamara Sexton, Camrosa Deputy General Manager/Finance, acts as treasurer, and Sandra Llamas, Camrosa Senior Accountant, as controller. Other duties and activities necessary to accomplish the ASRVBGSA's business are carried out by Camrosa Water District employees.

Agency Purpose

The purpose of the ASRGSA is, as defined by the Sustainable Groundwater Management Act (SGMA), the agency's enabling legislation, to achieve sustainability within the Santa Rosa Basin by 2042. The vehicle for achieving this, and the primary focus of the agency this fiscal year, is the groundwater sustainability plan, or GSP.

The GSP is a management plan document that evaluates sustainability as it relates to six indicators of basin health: groundwater levels, groundwater storage, seawater intrusion, water quality, land subsidence, and groundwater-surface water interconnection. The GSP will set minimum thresholds for each of the applicable criteria and develop associated management actions to avoid undesirable results and achieve sustainability.

FY24-25 Budget Development

The ASRVBGSA was initially funded through matched contributions from Camrosa Water District and the County of Ventura. Contributions from the County ended in FY2021-22. The ASRGSA received a Proposition 1 Sustainable Groundwater Planning Grant of \$177,081, which has been fully invoiced to the DWR.

The ongoing administration of the GSA is now funded solely by Camrosa Water District. The FY24-25 GSA budget includes completing updates to the numerical model presented in the GSP, a rate pumping fee study, and administrative functions. Camrosa's FY24-25 budget has sufficient funds to cover the GSA for the upcoming fiscal year.

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

2024-25 Budget

	Activity Code	FY 2023-24		FY 2024-25		Human Resources	General Administration	Info Systems	Resce Png & Engrin Ser.	Water Resource Management	Customer Services	Water Quality	Build/Grnds & Rolling Stk	Potable Water	Non-Potable Water	WasteWater Services	Program Totals
		District Budget	Combined	District Budget	Combined												
Production:	50010	\$ 6,824,973	\$ 4,401,600	\$ 4,401,600										3,902,200	\$ 499,400		\$ 4,401,600
	50012	\$ 941,928	\$ 980,200	\$ 980,200										870,800	\$ 109,400		\$ 980,200
	50011	\$ 862,205	\$ 938,800	\$ 938,800											\$ 938,800		\$ 938,800
	50011	\$ 266,896	\$ 254,400	\$ 254,400										245,400		\$ 9,000	\$ 254,400
	CamSan	\$ 149,787	\$ 58,100	\$ 58,100										58,100			\$ 58,100
	Pumping & Production Power	\$ 1,866,178	\$ 2,776,800	\$ 2,776,800										1,787,300	\$ 989,500		\$ 2,776,800
		\$ 10,911,967	\$ 9,409,900	\$ 9,409,900										\$6,863,800	\$2,537,100	\$9,000	\$ 9,409,900
Salaries & Benefits:	50100	\$ 3,710,941	\$ 4,188,105	\$ 4,188,105		\$4,188,105				\$3,000	\$104,000	\$92,500	\$450,000	\$1,021,000	\$389,500	\$989,000	\$ 3,854,440
	50110	\$ 116,125	\$ 230,063	\$ 230,063		\$230,063				\$0	\$0	\$0	\$0	\$314,500	\$53,500	\$15,000	\$ 230,063
	50120	\$ 63,440	\$ 64,782	\$ 64,782		\$64,782											\$ 64,782
	50130	\$ 28,561	\$ 31,095	\$ 31,095		\$31,095											\$ 31,095
	50140	\$ 1,227,393	\$ 1,475,512	\$ 1,475,512		\$1,475,512				\$3,000	\$104,000	\$92,500	\$450,000	\$1,335,500	\$443,000	\$1,004,000	\$ 1,475,512
		\$ 5,146,460	\$ 5,989,557	\$ 5,989,557		\$5,989,557											\$ 5,989,557
Outside Contracts	50220	\$ 3,470,690	\$ 3,854,440	\$ 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
	50230	\$ 2,202,450	\$ 1,218,450	\$ 1,218,450		\$75,000	\$635,450	\$0	\$125,000	\$0	\$0	\$0	\$0	\$314,500	\$53,500	\$15,000	\$ 1,218,450
		\$ 5,673,140	\$ 5,072,890	\$ 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	50200	\$ 116,500	\$ 134,500	\$ 134,500		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,500	\$70,000	\$0	\$20,000	\$ 134,500
	50210	\$ 76,500	\$ 80,350	\$ 80,350		\$0	\$0	\$80,350	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 80,350
	50240	\$ 490,000	\$ 490,000	\$ 490,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380,000	\$100,000	\$10,000	\$ 490,000
	50250	\$ 35,350	\$ 47,350	\$ 47,350		\$0	\$4,000	\$0	\$850	\$0	\$0	\$11,000	\$2,000	\$20,000	\$4,500	\$5,000	\$ 47,350
	50260	\$ 1,049,065	\$ 1,513,215	\$ 1,513,215		\$0	\$28,000	\$0	\$250	\$0	\$3,500	\$38,965	\$115,000	\$1,128,000	\$42,000	\$157,500	\$ 1,513,215
	50270	\$ 1,112,500	\$ 1,383,000	\$ 1,383,000		\$0	\$0	\$40,000	\$0	\$0	\$0	\$10,000	\$80,500	\$732,500	\$385,000	\$135,000	\$ 1,383,000
	50280	\$ 105,000	\$ 150,000	\$ 150,000		\$0	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$110,000	\$0	\$0	\$ 150,000
	50290	\$ 60,450	\$ 63,050	\$ 63,050		\$7,000	\$55,550	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 63,050
	50300	\$ 23,400	\$ 24,900	\$ 24,900		\$6,600	\$18,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 24,900
	50310	\$ 46,700	\$ 66,200	\$ 66,200		\$66,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 66,200
Fixed Assets:	50330	\$ 140,000	\$ 180,000	\$ 180,000		\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 180,000
	50340	\$ 10,000	\$ 10,000	\$ 10,000		\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 10,000
	50350	\$ 322,375	\$ 342,875	\$ 342,875		\$250	\$58,550	\$0	\$0	\$0	\$0	\$15,000	\$15,500	\$164,575	\$5,500	\$83,500	\$ 342,875
	50360	\$ 141,000	\$ 180,000	\$ 180,000		\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ 180,000
		\$ -	\$ -	\$ -		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$ -
		\$ 3,728,840	\$ 4,665,440	\$ 4,665,440		\$80,050	\$574,400	\$120,850	\$1,100	\$0	\$3,500	\$74,965	\$257,500	\$2,605,075	\$537,000	\$411,000	\$ 4,665,440
		\$ 25,460,407	\$ 25,137,787	\$ 25,137,787		\$6,167,707	\$1,239,350	\$823,690	\$176,100	\$3,000	\$107,500	\$167,465	\$707,500	\$10,804,375	\$3,517,100	\$1,424,000	\$ 25,137,787
Fixed Assets:		\$ 316,000	\$ 286,000	\$ 286,000		\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 21,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 286,000
		\$ 25,776,407	\$ 25,423,787	\$ 25,423,787		\$ 6,167,707	\$ 1,239,350	\$ 838,690	\$ 176,100	\$ 3,000	\$ 107,500	\$ 188,465	\$ 957,500	\$ 10,804,375	\$ 3,517,100	\$ 1,424,000	\$ 25,423,787

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
50140	Benefits	\$	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	\$	116,500	\$	134,500						\$44,500	\$70,000	\$0	\$20,000
	SCE	\$	64,000	\$	82,000						42,000	20,000		82,000
	Gas	\$	2,500	\$	2,500						2,500			2,500
	Water-in-house	\$	50,000	\$	50,000							50,000		50,000
50210	Communications	\$	76,500	\$	80,350						\$0	\$0	\$0	\$80,350
	Answering Service	\$	6,000	\$	6,100									6,100
	ISP Internet & Cable News	\$	17,000	\$	19,000									19,000
	Mobile Devices	\$	52,000	\$	53,500									53,500
	Satellite Phones	\$	1,500	\$	1,750									1,750

Code		50220	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
Outside Contracts		\$	3,470,690	\$ 3,854,440											
Air Conditioner Maintenance		\$	5,500	\$ 5,500								5,500			5,500
Air Compressor Maintenance		\$	13,500	\$ 13,500									6,000	3,000	3,000
Analyzer Maintenance (HACH)		\$	38,000	\$ 36,000								1,500	22,000		14,000
Analizer 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
Consumer Confidence Rpt		\$	500	\$ 500									500		500
Converting AsBuilt's 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			5,000					3,400
Courier Service		\$	5,000	\$ 5,000						10,000					5,000
Customer Receipt Proc. Svcs		\$	10,000	\$ 10,000											10,000
Dig Alert (USA-Underground Svc Alert)		\$	6,000	\$ 7,500									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	100,000
Hepatitis Shots		\$	400	\$ 400	400										400
Hydrant Repair/Maint.		\$	40,000	\$ 40,000									40,000		40,000
Incode Out of Scope		\$	8,000	\$ 5,000			5,000			65,000					5,000
Info Send		\$	65,000	\$ 65,000						4,000					65,000
Info Send-Insert Mailing		\$	5,000	\$ 8,000											8,000
Information Systems Support & Maintenance		\$	15,000	\$ 25,000		4,000	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					25,000			255,000
Janitor Service		\$	25,000	\$ 25,000							10,000				25,000
Lab waste disposal		\$	10,000	\$ 10,000											10,000
Landscape Surveys		\$	5,000	\$ -								30,000	80,000		-
Landscaping		\$	30,000	\$ 30,000									16,000		80,000
Lead Service Line Inventory (Regulatory Requirement)		\$	-	\$ -											16,000
Leak Detection		\$	-	\$ -											-
Maintenance Support - Acronics Enterprise Backup		\$	6,500	\$ 3,500											3,500
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
Maintenance Support- ArcGIS Desktop Basic (ESRI)		\$	84,000	\$ 110,040			110,040								110,040
Maintenance Support- CIS		\$	5,000	\$ 6,000											6,000
Maintenance Support- DigSmart Ticketing Annual Maint		\$	5,000	\$ 5,000											5,000
Maintenance Support - Eagle Aerial		\$	8,500	\$ 12,000									12,000		12,000
Maintenance Support-Fornite 24/7 Router/Firewall Support		\$	8,300	\$ 8,300			8,300								8,300
Maintenance Support - Granicus		\$	4,600	\$ -											-
Maintenance Support - Hosted DNS		\$	1,550	\$ 1,550											1,550
Maintenance Support - O365 G3 Subscription		\$	13,000	\$ -											-
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	\$ -											-
Maintenance Support-Hootsuite (social media management tod)		\$	400	\$ -											-
Maintenance Support -SCADA Rockwell PLC Software		\$	14,000	\$ 18,000			18,000								18,000
Maintenance Support-SCADA Rockwell PLC 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
Manhole Rehabilitation		\$	150,000	\$ 200,000									60,000	50,000	200,000
MCC IR Inspection and Cleaning		\$	150,000	\$ 150,000											40,000

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

Code	Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
Professional Services	\$ 2,052,450	\$ 1,218,450	\$75,000	\$635,450	\$0	\$125,000		\$0	\$0	\$0	\$314,500	\$53,500	\$15,000
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
CSMFO Siting Study	\$ -	\$ -											-
Defined Benefit Evaluation	\$ -	\$ 25,000	25,000										25,000
Eastern PV Basin Hydrogeologic Study	\$ -	\$ -											0
Employee Organization Assessment Needs	\$ 25,000	\$ 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	\$ -											-
Near-term Water Resources	\$ 200,000	\$ -											-
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	\$ -		-								16,000	80,000
Santa Rosa Basin GSA	\$ 80,000	\$ 80,000											-
Sampling Station Renovation PDR	\$ 30,000	\$ -											15,000
TMDL	\$ 20,000	\$ 15,000									112,500	37,500	15,000
Well Asset Management	\$ 150,000	\$ 150,000											150,000
Pipeline Maintenance	\$ 490,000	\$ 490,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380,000	\$100,000	\$10,000
Unscheduled Leak Repairs	\$ 490,000	\$ 490,000									380,000	100,000	10,000
Small Tools & Equipment	\$ 35,350	\$ 47,350	\$0	\$4,000	\$0	\$850		\$0	\$11,000	\$2,000	\$20,000	\$4,500	\$5,000
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
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	50260	Materials & Supplies	Combined		Combined	5		10		11		12		22		24		25		26		52		53		57	
			\$	1,179,065	\$	1,513,215	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$
		Argon Gas/Welding Gas	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$	6,300	\$
		Art Calendar Contest Supplies	\$	500	\$	-	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$
		Business Cards	\$	800	\$	1,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$
		Check Stock/Tax Forms	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$	3,000	\$
		Chemicals (Ammonia, Alum, Reagents, Misc)	\$	205,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$	320,000	\$
		Distilled Water Svc	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$	1,715	\$
		Door Hangers	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$
		Equip/Glassware	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$	8,800	\$
		Flags	\$	800	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$
		Fuel	\$	140,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$	150,000	\$
		GAC Media Replacement	\$	-	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$	180,000	\$
		General Materials	\$	140,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$
		General Postage Charges	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$
		Kitchen/Restroom Supplies	\$	3,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$
		Office Supplies	\$	6,500	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$
		Parcel Service	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$	500	\$
		Petroleum Lubricants	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$
		Pipe Supplies	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$
		Print Cartridges (Ssi,Laser,Epson color)	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$
		Pump Packing/Hoses	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$	7,000	\$
		Reagents	\$	17,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$	77,050	\$
		Recertification Samples	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$	8,000	\$
		Reference Materials	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$	1,850	\$
	001	RMWTP- Cartridge Filters	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$	9,000	\$
	001	RMWTP-Chemicals	\$	405,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$	500,000	\$
	001	RMWTP-Reagents	\$	8,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$
	001	RMWTP-Supplies and Materials	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$	40,000	\$
		Salt/Chlorine	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$	85,000	\$
		Supplies/Parts	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$	11,000	\$
		Tour Materials	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$	1,500	\$
		Underground Service Alert Supplies	\$	4,500	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$	5,000	\$
		Water Efficient Devices	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	1,000	\$	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		\$	1,112,500	\$										
BluePrint/Plotting Supplies/Services		\$	8,000	\$										
Calibrate Balances		\$	1,000	\$										
Certify Hoods		\$	1,000	\$										
Control Valves		\$	80,000	\$										
Electrical/Instrumentation		\$	105,000	\$										
General Repairs		\$	82,500	\$										
Generators Maintenance		\$	60,000	\$										
Hydrants		\$	55,000	\$										
Information System Support & Maintenance		\$	30,000	\$										
Instrument Repairs-Lab		\$	2,000	\$										
Metals Analyzer Maintenance		\$	6,000	\$										
Metering Repair & Equipment Maintenance		\$	300,000	\$										
Printer Maintenance		\$	2,500	\$										
Motor Repair		\$	65,000	\$										
Pump Repair		\$	125,000	\$										
RMWTP		\$	50,000	\$										
Site Rehab (well,etc)		\$	35,000	\$										
Telephone Maintenance		\$	500	\$										
Tractor/Forklift Maintenance		\$	15,000	\$										
Vehicle maintenance		\$	15,000	\$										
VFDs		\$	74,000	\$										
Legal Services		\$	105,000	\$										
Legal Counsel		\$	35,000	\$										
Legal Counsel-Special Counsel		\$	70,000	\$										
Dues & Subscriptions		\$	60,450	\$										
ACWA		\$	26,000	\$										
AWA		\$	4,600	\$										
AWWA		\$	2,700	\$										
CASA		\$	5,600	\$										
CMUA		\$	4,500	\$										
CWEA		\$	3,000	\$										
IT Knowledge Base		\$	500	\$										
Memberships		\$	3,000	\$										
Recertifications		\$	4,000	\$										
VCSDA		\$	150	\$										
Water Reuse		\$	1,400	\$										
WCVC		\$	5,000	\$										
Conference & Travel		\$	23,400	\$										
ACWA		\$	16,000	\$										
AWA		\$	1,600	\$										
CASA		\$	3,000	\$										
General Meetings		\$	500	\$										
SWRCB/Legislature		\$	2,000	\$										
VCSDA		\$	300	\$										

Code		Combined	Combined	5	10	11	12	22	24	25	26	52	53	57
Safety & Training		\$	46,700	\$	66,200	\$	66,200	\$66,200	10,000					\$86,200
Employee Recognition		\$	5,000	\$	10,000									10,000
Education Courses		\$	25,000	\$	27,500									27,500
Safety Luncheons		\$	-	\$	12,000									12,000
Safety Shoes		\$	5,000	\$	5,000									5,000
Technical Seminars/Safety Training		\$	11,700	\$	11,700									11,700
Board Expense		\$	140,000	\$	180,000	\$	180,000	\$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		\$	10,000	\$	10,000	\$	10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Fees and Charges		\$	322,375	\$	342,875	\$	342,875	\$250	\$58,550	\$0	\$0	\$0	\$0	\$342,875
Annual ELAP Accreditation Fee		\$	30,000	\$	15,000									15,000
Annual Waste Disch Permit		\$	55,000	\$	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
GASB 68 Report		\$	800	\$	800			800						800
GMA Extraction Fees		\$	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		1,500
SWRCB Water System Fees		\$	52,000	\$	62,000							60,000		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			22,500
Ventura Co. Generator Permits		\$	15,000	\$	21,000						4,000			21,000
Ventura Co. Watershed		\$	5,500	\$	5,500									5,500
Willmington Trustee Fees		\$	2,750	\$	2,750			2,750						2,750
Insurance		\$	141,000	\$	180,000	\$	180,000	\$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 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 Water and Wastewater Rates (Continued)

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 (:	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

(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

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

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

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

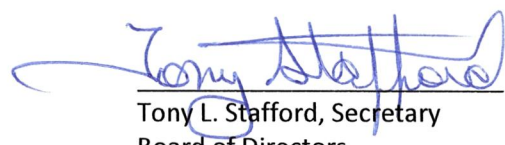
Be It Further Resolved that contributions to reserves shall be established at levels that will accumulate necessary funds to:

- 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.



Board of Directors
Andrew F. Nelson
Division 1
Jeffrey C. Brown
Division 2
Timothy H. Hoag
Division 3
Eugene F. West
Division 4
Terry L. Foreman
Division 5
General Manager
Norman Huff

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,

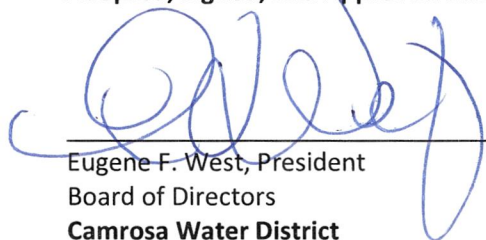
Whereas, It is in the best interests of the District to review that investment policy from time to time to ensure maximum yield while maintaining criteria to ensure safety and liquidity; and,

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

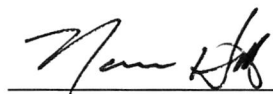
Whereas, The Investment Policy has been presented to the full Board for review and comment; and,

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



Norman Huff, Secretary
Board of Directors
Camrosa Water District

(ATTEST)

**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

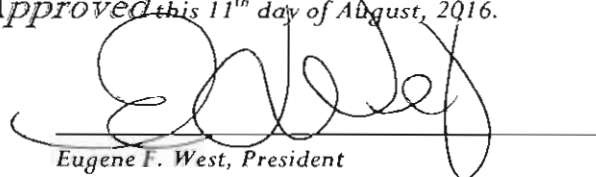
Whereas, the purpose of the debt management policy is to assist the District in pursuit of the following equally important objectives:

- 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,

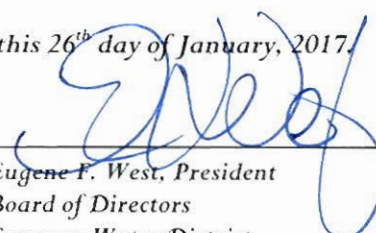
Whereas, the main reasons for establishing a budget policy is to:

- 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

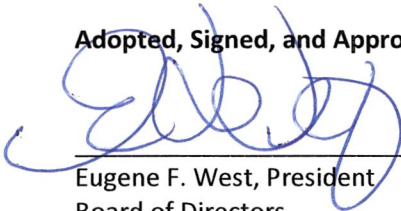
Whereas, the policy includes internal budgeting, policy directives and financing mechanisms for the Board of Directors and Staff to address the District's retirement liabilities; and

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



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%