

Board Agenda

Regular Meeting

Tuesday, May 26, 2026
Camrosa Board Room
7385 Santa Rosa Rd., Camarillo, CA 93012
10:00 A.M.

Call to Order

Public Comments

At this time, the public may address the Board on any item not appearing on the agenda which is subject to the jurisdiction of the Board. Public comment on an item appearing on the agenda may be made prior to the Board's consideration of that item. Persons wishing to address the Board should fill out a white comment card and submit it to the Board President prior to the meeting. All comments are subject to a 5-minute time limit.

Consent Agenda

Matters appearing on the Consent Agenda are expected to be non-controversial and will be acted upon by the Board at one time, without discussion, unless a member of Board or the Staff requests an opportunity to address any given item. Items removed from the Consent Agenda will be discussed at the beginning of the Primary Items. Approval by the Board of Consent Items means that the recommendation of the Staff is approved along with the terms and conditions described in the Board Memorandum.

1. Approve Minutes of the Regular Meeting of May 12, 2026

2. **Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$1,411,291.46.

Primary Agenda

3. **Establish Appropriation Limit for Fiscal Year 2026-27

Objective: Establish Fiscal Year 2026-27 Appropriation Limit of \$1,140,530.

Action Required: Adopt Resolution 26-11 Establishing the Annual Appropriation Limit for Fiscal Year 2026-27.

4. **Fiscal Year (FY) 2026-2027 Rate Adjustments

Objective: Adopt the proposed July 2026 rate adjustments for FY 2026-27.

Action Required: Adopt Resolution 26-12 of the Board adopting a Schedule of Rates, Fees and Charges for Water and Sanitary Service.

5. Set Public Hearing Date for Adoption of the Urban Water Management Plan Update

Objective: Complete the Urban Water Management Plan Update.

Action Required: Set a public hearing date for June 23, 2026, to review and adopt the Urban Water Management Plan Update.

6. Set Public Hearing Date for Adoption of the Water Shortage Contingency Plan

Objective: Complete the Urban Water Management Plan Update including the Water Shortage Contingency Plan.

Action Required: Set a public hearing date for June 23, 2026, to review and adopt the Water Shortage Contingency Plan.

7. **Adopt the Procurement Policy

Objective: Adopt Camrosa Water District's (District) Procurement Policy.

Action Required: Adopt Resolution 26-13 Adopting a District Procurement Policy.

8. Wastewater Capital Replacement Fund

Objective: Discuss the status of wastewater reserves and provide authorization and/or direction regarding potential funding strategies for currently planned wastewater capital improvement projects.

Action Required: Authorize the General Manager to implement Wastewater Capital Replacement Fund reserve fund allocations, transfers, or loans as specified by the Board to provide funding for currently planned wastewater capital improvement projects.

9. **Camrosa Water Reclamation Facility – PLC Replacement & Upgrades

Objective: Award a contract for Camrosa's Water Reclamation Facility (CWRP) Program Logic Controllers (PLCs) Replacement & Upgrades Project.

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

- 1) Appropriate additional funding in the amount of \$1,500,000 for the CWRP PLC Replacement and Upgrades Project, and;
- 2) Authorize the General Manager to award a contract to Rovisys for providing equipment, programming, and installation of all necessary equipment, for the CWRP PLC upgrades in the amount of \$1,521,781.

10. Outreach Communications Plan Update, May 2026

Objective: Provide the Board with a report/update from the Outreach Ad hoc Committee on the Outreach Communications Plan progress.

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

11. **Master Plan Update, May 2026

Objective: Provide the Board with a report/update from the Master Plan Ad hoc Committee on the Master Plan progress.

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

Comments by General Manager; Comments by Directors

Closed Session

Discussions of Closed Session Agenda items are closed to the public. The President will announce when the Board is going into closed session.

12. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9(d)(1))

NAME OF CASE: OPV Coalition et al v. Camrosa Water District, Santa Barbara County Superior Court Case No. VENCI00555357.

Open Session

13. Announcement of Reportable Action Taken During the Closed Session

Adjournment

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

May 26, 2026

**Board of
Directors
Agenda Packet**

Board Minutes

Regular Meeting

Tuesday, May 12, 2026
Camrosa Board Room
10:00 A.M.

Call to Order The meeting was convened at 10:00 A.M.

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

Staff: Norman Huff, General Manager
Brad Milner, Assistant General Manager
Jozi Zabarsky, Customer Service Manager
Kevin Wahl, Director of Operations
Chris Patascil, Superintendent
Johnny Munsill, Assistant IT Manager
Kim Nakamura, Finance Manager
Keith Lemieux, Legal Counsel

Guest: Ali Chehrehsez, TerraVerde Energy

Public Comments

None

Consent Agenda

1. **Approved Minutes of the Regular Meeting of April 28, 2026**
2. **Approve Minutes of the Special Meeting of April 30, 2026**
3. **Approved Vendor Payments**

Motion to approve the Consent Agenda: Brown **Second:** Foreman
Rollcall: Nelson-Yes; Brown-Yes; Hoag-Yes; Foreman-Yes; West-Yes

Primary Agenda

4. **Contract Management for the Floating Solar Project**

The Board authorized the General Manager to enter into an agreement with TerraVerde Energy (TerraVerde) to provide Owner's Rep services for Contract & Project Management and issue a purchase order in an amount not to exceed \$48,600.00.

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

5. Certificate of Achievement for Excellence in Financial Reporting

The Board received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting for Camrosa Water District's (District) Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended June 30, 2025.

No action was required; for information only.

6. Operating Budget Excellence Award for Fiscal Year 2025-2026

The Board received the California Society of Municipal Finance Officers (CSMFO) Operating Budget Excellence Award for Fiscal Year 2025-2026.

No action was required; for information only.

7. Fiscal Year 2025-2026 3rd Quarter Budget Status Report

The Board received a report from staff regarding the Fiscal Year (FY) 2025-2026 3rd Quarter Budget Status Report, Reserves, and Capital Projects.

No action was necessary; for information and discussion only.

8. Fiscal Year (FY) 2026-27 Budget Development, Policy Review Adoption

The Board discussed the following staff recommendations:

- 1) Adopt the Inflation-Based Annual Salary Adjustment Policy as currently written and allocate 3.2% for FY 2026-27; and
- 2) Adopt the Promotion and Salary Adjustments Policy as currently written and allocate up to 2.0% for FY 2026-27.

Director Foreman made a motion to adopt the first recommended action and proposed amending the second action to Adopt the Promotion and Salary Adjustments Policy as currently written and allocate up to 1.0% for Promotion and Salary Adjustments and allocate an additional 1.0% one-time bonus based on merit for FY 2026-27.

Second: Brown

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

9. Salary and Classification Schedule

The Board took the following actions:

- 1) Adopted Resolution 26-06 Adjusting the District's Salary and Classification Schedule; and
- 2) Allocated 33 FTEs and 3 PTEs for FY 2026-27.

Motion to approve: Brown **Second:** Hoag

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

10. CalPERS Contributions and the Classic Employee Member Paid Contribution

The Board took the following actions:

- 1) Adopted a Resolution of the Board Paying and Reporting the Value of Employer Paid Member Contribution; and
- 2) Adopted a Resolution of the Board Paying and Reporting the Value of Employer Paid Member Contribution (CalPERS ID: 7880235845).

Motion to approve: Nelson **Second:** Foreman

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

11. Full-time, Non-exempt, Hourly Employee–related Policies (9/80 Work Schedule/Comp Time)

The Board adopted Resolution 26-07 authorizing the General Manager to make permanent the 9/80 work schedule and compensatory time off (“comp time”) in lieu of overtime pay policies for full-time, non-exempt, hourly employees.

Motion to approve: Brown **Second:** Hoag

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

12. Procurement Policy Review

The Board reviewed Camrosa Water District’s Procurement Policy.

No action was required; for information and discussion only.

13. Urban Water Management Plan Update

Staff provided the Board with an update regarding preparation of Camrosa’s Urban Water Management Plan (UWMP) Update.

No action was required; for information and discussion only.

14. Leasehold Interest and Authorization for Certificate of Acceptance (Valencia Well)

The Board adopted Resolution 26-08 accepting the District’s leasehold interest in property located within Calleguas Creek Park and authorizing execution of a Certificate of Acceptance in accordance with Government Code Section 27281.

Motion to approve: Brown **Second:** Hoag

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

Comments by General Manager

- Provided a report from the ACWA Conference regarding funding opportunities and challenges.
- Provided an update on the upcoming May 13, 2026, District Facilities Tour.

Comments by Directors

- President West provided a report from the ACWA Conference regarding Prop 218, what Directors need to know about AI, and SB 827 Fiscal and Financial Management Training.

CLOSED SESSION The Board entered into Closed Session at 11:37 A.M. to confidentially discuss a legal matter as authorized by Government Code section 54956.9.

15. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9(d)(1))

NAME OF CASE: OPV Coalition et al v. Camrosa Water District, Santa Barbara County Superior Court Case No. VENCI00555357.

OPEN SESSION The Board resumed Open Session at 12:50 P.M.

16. Announcement of Reportable Action Taken During the Closed Session

President West announced that there was no reportable action taken during Closed Session.

Adjournment

There being no further business, the meeting was adjourned at 12:50 P.M.

Norman Huff, Secretary
Board of Directors
Camrosa Water District

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

Board Memorandum

May 26, 2026

To: General Manager
From: Alejandra Beard, Fiscal Associate I
Subject: Approve Vendor Payments

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$1,411,291.46.

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

Payroll PR 5-1	\$ 66,524.72
Accounts Payable 05/06/2026-05/19/2026	\$ <u>1,344,766.74</u>
Total Disbursements	\$ <u>1,411,291.46</u>

DISBURSEMENT APPROVAL	
_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE
_____ BOARD MEMBER	_____ DATE

 Norman Huff, General Manager

Month of : April-26		CAL-Card Monthly Summary			
Date Purchased	Statement Date	Vendor Name	Purchase Total	Item Description	Staff
04/01/26	04/22/26	The UPS Store	\$240.09	Shipped samples to BSK (Conejo GAC Samples)	CL
04/01/26	04/22/26	Vons	\$12.85	Supplies for shipping samples	CL
04/10/26	04/22/26	Valvoline (VIOC)	\$117.48	Oil Change for Truck 44	CL
04/09/26	04/22/26	State Water Resources Control Board	\$66.79	SWRCB Application Fee for D2 Exam	CL
03/23/26	04/22/26	AWA	\$616.00	CUWCC Luncheon (14 EEs)	DA
03/24/26	04/22/26	Nothing Bundt Cakes	\$43.00	Birthday Cake for Andy Nelson	DA
04/14/26	04/22/26	Staples	\$621.63	Office Supplies	DA
04/20/26	04/22/26	Vons	\$52.05	Bevs & Ice for Safety Lunch	DA
04/20/26	04/22/26	Luau Grill	\$398.00	4/21 Safety Lunch (Deposit)	DA
04/21/26	04/22/26	Luau Grill	\$456.14	4/21 Safety Lunch (Balance)	DA
04/22/26	04/22/26	BC WaterJobs	\$99.00	Assoc/Sr. Engineer Job Posting	DA
04/02/26	04/22/26	Cole Parmer	\$85.21	Disk for the Colony Counter	GM
04/03/26	04/22/26	The UPS	\$85.89	Shipped back Colony Counter	GM
04/07/26	04/22/26	MSE Supplies	\$127.73	Auto Pippeter Filter	GM
04/15/26	04/22/26	Amazon	\$21.44	Phone Case for new Work Phone	GM
04/15/26	04/22/26	B and B Do it Center	\$26.38	hack saw and parts to build a test fixture.	GM
04/15/26	04/22/26	Quality Assurance Solutions LLC	\$25.00	Operations Data Integrity and Ethics Training for Jayson de la Torre	GM
03/26/26	04/22/26	Apple Store	\$95.40	Phone accessories	JZ
03/25/26	04/22/26	Home Depot	\$24.03	Potting soil	JZ
04/09/26	04/22/26	Canva	\$200.00	Subscription	JZ
04/14/26	04/15/26	Notary Pro	\$82.75	Notarize Easement Quit Claim Deed	NH
04/14/26	04/16/26	Southwest	\$507.80	ACWA Spring Conf. - Flights	NH
04/20/26	04/22/26	Safeguard Business	\$889.16	Check Stock 2,000 Disbursements Account	SL
03/25/26	04/22/26	Exxon Mobile	\$3.59	Reimburse District	CC
03/25/26	04/22/26	Jiffy Lube	\$163.17	Oil change 550	CC
03/25/26	04/22/26	Oil stop	\$166.49	Oil change Unit 41	CC
04/02/26	04/22/26	California Hose	\$318.10	Fittings for gauge	CC
04/20/26	04/22/26	The home depot	\$90.42	parts for fan press	CC
03/30/26	04/22/26	Total Signs	\$95.59	Safety Vest - Vincent	CP
04/10/26	04/22/26	The UPS Store	\$123.72	Shipping for DB Utility Parts	CP
04/15/26	04/22/26	The Home Depot	\$164.83	Truck #38 tools	JC
04/15/26	04/22/26	The Home Depot	\$287.61	Jayson work materials/ essentials	JC
04/01/26	04/22/26	The Home Depot	\$75.03	Cwrf tools	JC
03/24/26	04/22/26	Spectrum	\$1,749.00	Spectrum Internet	JM
03/24/26	04/22/26	Spectrum	\$199.69	Spectrum Cable	JM
03/27/26	04/22/26	CompTIA	\$318.00	CompTIA SecAI+ Training & Test Voucher Package	JM
03/30/26	04/22/26	Amazon.com	\$624.51	Qty. 1 Laptop Stand, Qty. 1 Webcam, Qty. 1 Battery Backup, Qty. 1 USB Storage, Qty.	JM
04/01/26	04/22/26	Zoom.com	\$298.90	Zoom Monthly Subscription	JM
04/02/26	04/22/26	TrustedTech	\$134.99	WIN Pro 11 OS License	JM
04/02/26	04/22/26	Thinking2	\$80.00	Web Hosting www.camrosa.com	JM
04/02/26	04/22/26	Thinking2	\$80.00	Web Hosting www.asrgsa.com	JM
04/02/26	04/22/26	Thinking2	\$93.75	Rebuilt Home Page Full screen banner using slider revolution	JM
04/07/26	04/22/26	Network Solutions	\$4.78	asrgsa.com monthly forwarding	JM
04/21/26	04/22/26	Amazon.com	\$25.67	Qty. 1 iPhone 17e phone case	JM
04/20/26	04/22/26	76 Gas Station	\$175.00	Fuel for Unit #3	JN
04/01/26	04/22/26	Cedar Valley Plumbing	\$233.96	Tools for unit #31	JN
03/31/26	04/22/26	O'Reilly	\$46.83	Oil for Compressor Unit #6	JN
04/06/26	04/22/26	Cedar Valley	\$90.09	SS ball valves	JS
03/31/26	04/22/26	Home Depot	\$992.00	Salt Lynnwood	JS
03/29/26	04/22/26	Google	\$82.99	YouTube TV for OPS Emergency Monitoring	JS
04/16/26	04/22/26	Harbor Freight	\$15.00	100' 1/2" rope	RV
03/31/26	04/22/26	Arturo Cervantes	\$175.00	Electrical Prints MS-5	SD
04/21/26	04/22/26	Amazon	\$38.48	Tools/ Rain Guard Unit #42	SD
04/21/26	04/22/26	CWEA	\$370.00	Inst/Elect Certification	SD
04/07/26	04/22/26	the Warf	\$203.65	Safety boots	VG
04/08/26	04/22/26	jiffy lube	\$149.22	Oil change truck 31	VG
04/08/26	04/22/26	the home depot	\$266.95	Tools for truck 31	VG
04/09/26	04/22/26	b And B do it center	\$121.07	Tools and hose adapt for truck 31	VG
04/10/26	04/22/26	Lowe's	\$260.87	Tool bags and tools for truck 31	VG
04/10/26	04/22/26	Lowe's	\$118.50	Hard hat	VG
04/10/26	04/22/26	lids	\$104.01	Blank hats	VG
04/14/26	04/22/26	Cedar Valley Plumbing	\$114.39	Strong back for pressroom waste water plant and tools for 31	VG
04/16/26	04/22/26	Staples	\$113.12	Metal clip board, car charger and holder	VG
04/09/26	04/22/26	DOT Filer	\$500.00	DOT registration filling fee	JK
03/31/26	04/22/26	The Home Depot	\$136.05	Trash Bags	MS
04/09/26	04/22/26	Sonesta Select Hotel	\$449.10	Rental of room for Focus Group	BM
04/09/26	04/22/26	Staples	\$42.35	Reproduction of Camrosa Flyer	BM
04/09/26	04/22/26	VC Office of Education	\$604.44	Rental of room for Community Mtg	BM
04/09/26	04/22/26	VC Office of Education	\$219.42	Snacks and beverages for Community Mtg.	BM
			\$15,614.15		

Camrosa Water District

Accounts Payable Period:

04/22/2026-05/05/26

Expense	Account Description	Amount
10302	Escrow Account-Pacific Hydro	
11100	AR Other	3.59
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
15773	UAL Prepayment	
13400	Construction in Progress	72,837.92
20053	Current LTD Bond 2016	
20202	Invoice Cloud Fees Payable	195.00
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23100	Refunds Payable	714.52
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP	773,535.53
50020	Pumping Power	201,780.46
50100	Federal Tax 941 1 st QTR	
50013	CamSan Reclaimed Water	16,796.61
50135	PERS Required UAL	
50200	Utilities	4,057.23
50210	Communications	2,795.79
50220	Outside Contracts	141,909.68
50230	Professional Services	58,854.71
50240	Pipeline Repairs	
50250	Small Tool & Equipment	2,036.20
50260	Materials & Supplies	40,305.17
50270	Repair Parts & Equip Maint	8,898.80
50280	Legal Services	16,402.02
50290	Dues & Subscriptions	809.78
50300	Conference & Travel	1,166.80
50310	Safety & Training	1,666.93
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
x50700	Interest Expense	
TOTAL		\$1,344,766.74

Expense Approval Report



Payment Number	Post Date	Vendor Name	Payable Number	Description (Item)	Payable Amount
3542	05/11/2026	DEPOSIT ONLY-CAMROSA WTR	5-12-26-PR	Transfer to Disbursements Account	153,000.00
3543	05/11/2026	DEPOSIT ONLY-CAMROSA WTR	5-12-26-AP	Transfer to Disbursements Account	1,595,000.00
					1,748,000.00
	05/18/2026	AIRGAS USA, LLC.	9171897785	CO2 Tank - Tierra Rejada	85.91
	05/15/2026	ALESHIRE & WYNDER LLP	105779	Legal Services - Dundas	3,855.60
	05/15/2026	ALESHIRE & WYNDER LLP	105780	Legal Services	2,767.56
	05/15/2026	ALESHIRE & WYNDER LLP	105794	Legal Services - OPV Case	9,778.86
					16,402.02
	05/19/2026	ALL TERMITE AND PEST	13177	Pest Control Monthly Charges-7385 Santa Rosa Rd	700.00
	05/19/2026	ALL TERMITE AND PEST	13178	Pest Control Monthly Charges-1900 Lewis Rd	850.00
	05/19/2026	ALLCONNECTED INC	44609	Managed IT Services with All Connected Inc.	1,186.97
	05/18/2026	ASTRA BACKFLOW INC	042026	CLA_VAL Repair Kit	778.18
	05/18/2026	B&R Fabrication		Tools for Unit#3	588.28
	05/18/2026	BLACK & VEATCH CORP	1901025300	Conejo WTP PDR	25,490.63
	05/18/2026	BRENNTAG PACIFIC, INC.	BPI601360	Chemicals (Aqueous Ammonia) Conejo GAC	2,283.53
	05/18/2026	CALLEGUAS MUNICIPAL WATER DISTRICT	042026	Water Purchase	768,010.27
	05/18/2026	CALLEGUAS MUNICIPAL WATER DISTRICT	SMP041526	SMP CMWD- SMP Pipeline Fee	5,525.26
					773,535.53
	05/18/2026	Cannon Corporation	95925	Annual Contract Inspection Services	478.00
	05/18/2026	Cannon Corporation	95935	Annual Contract Inspection Services	2,019.75
	05/18/2026	Cannon Corporation	95936	Annual Contract Inspection Services	3,780.75
	05/18/2026	Cannon Corporation	95939	Annual Contract Inspection Services	5,973.25
	05/18/2026	Cannon Corporation	95986	Repair Sewer Collection Hotspots - Engineering	1,629.75
					13,881.50
	05/11/2026	CENTRAL COMMUNICATIONS	2026-034	After Hours Call Center	548.20
	05/15/2026	Central Courier LLC	60884	Courier Monthly Charges	189.07
	05/18/2026	CITY OF CAMARILLO	32513	False Alarm Response	206.00
	05/18/2026	CITY OF CAMARILLO	32585	Recycle Water from CamSan	16,796.61
					17,002.61

Payment Number	Post Date	Vendor Name	Payable Number	Description (Item)	Payable Amount
	05/18/2026	CITY OF THOUSAND OAKS	401-50126	Sewer Charges for Read Rd Tract 5142	705.06
	05/18/2026	CONSOR NORTH AMERICA, INC.	W232492CA-00-29	Iron/MN Treatment at Lynnwood Well	8,112.00
	05/18/2026	CORELOGIC INFORMATION SOLUTIONS, INC	30861092	On Line Parcel Info for the Ventura County	177.58
	05/18/2026	Digi-Key Corporation	125614290	Materials & Supplies - Rectifier	188.36
	05/18/2026	E.J. HARRISON & SONS INC	50526	Trash Removal - CWRP and Shop	2,706.48
	05/18/2026	ENTERPRISE FM Trust	123859-050526	Vehicle Lease-May 2026	8,765.63
	05/18/2026	FAMCON PIPE & SUPPLY, INC	S100179564-001	Materials & Supplies - Meter Lids	257.40
	05/19/2026	FAMCON PIPE & SUPPLY, INC	S100180528-001	Meter Lids	1,340.63
	05/19/2026	FAMCON PIPE & SUPPLY, INC	S100180647-001	Meter Boxes	18,071.63
	05/19/2026	FAMCON PIPE & SUPPLY, INC	S100181083-001	Leak Repair - Parts	5,349.36
	05/18/2026	FAMCON PIPE & SUPPLY, INC	S100181083-002	Parts for Compression AMS	48.26
	05/19/2026	FAMCON PIPE & SUPPLY, INC	S100181137-001	Distribution Valve Replacement - Bliss Ranch rd	2,008.79
					27,076.07
	05/12/2026	FERGUSON WATERWORKS #1083	0076030	Repair Parts - Flex Couplings - RMWTP	4,622.16
	05/19/2026	FERGUSON WATERWORKS #1083	0076039-2	Non-Potable Hydrant Removal-Parts	3,887.81
	05/12/2026	FERGUSON WATERWORKS #1083	CM005123	Credit from Original Invoice PO#fy26-0343	(252.49)
					8,257.48
	05/11/2026	FRUIT GROWERS LAB. INC.	608171A	Outside Lab Work for the Conejo GAC Facility	44.00
	05/11/2026	FRUIT GROWERS LAB. INC.	608639A	Outside Lab Work for the Conejo GAC Facility	44.00
					88.00
	05/18/2026	HDR Engineering, Inc.	0007695546	Communications Plan for Master Plan Outreach	17,901.40
	05/18/2026	INFOSEND, INC.	308643	Bill Print Adress Corrections from Bill print Vend	12.50
	05/19/2026		310070	Monthly Charges for Printing and Mailing May 2026	5,058.24
					5,070.74
	05/11/2026	INVOICE CLOUD INC.	4235-2026-4	April 2026 Pmt Processing Charges-ACH Reject Fees	1,966.25
	05/18/2026	LINDE GAS & EQUIPMENT INC	56610740	Oxygen and Acetylene	203.82
	05/18/2026	MCCALL'S METER SALES & SERVICE	38448	Production meter Calibration	2,120.00
	05/18/2026	Michael K. Nunley and Associates, LLP	3131	Rehabilitation of Sewer Lift Sta. 4 - Engineering	7,084.95
	05/18/2026	Michael K. Nunley and Associates, LLP	3136	Design for Sewer Lift Station No 2	20,960.25
					28,045.20
	05/18/2026	MNS ENGINEERS, INC.	93852	Sampling Station Design Engineering	3,292.50
	05/18/2026	NBS GOVERNMENT FINANCE GROUP	202605-1846	Develop In Lieu Fees for Mitigation Requirements	1,000.00
	05/18/2026	QUINN COMPANY	PC010471804	Hydro Fluid and Coolent for Backhoe	507.63
	05/18/2026	RT LAWRENCE CORPORATION	50784	Lock Box Service for Processing Payments	518.27

Payment Number	Post Date	Vendor Name	Payable Number	Description (Item)	Payable Amount
	05/19/2026	SAM HILL & SONS, INC.	5893	Leak Repair - 2" Service	19,441.17
	05/11/2026	SC Fuels	IN0000348402	Fuel - Pond 1	2,519.10
	05/18/2026	SC Fuels	IN0000350026	Unleaded Fuel for Shop	3,185.66
	05/18/2026	SC Fuels	IN0000354693	Unleaded Fuel for Shop	2,191.34
					7,896.10
	05/12/2026	SOUTHERN CALIF. EDISON	May 2026	April 2026 Usage Charges	205,837.69
	05/18/2026	STATE WATER RESOURCES CONTROL BOARD	T3-Certi-KyleH	SWRCB Treatment 3 Certification Fees	90.00
	05/11/2026	U.S. BANK CORPORATE	26-Apr	Credit Card Charges	15,614.15
	05/07/2026	VENTURA RENTAL CENTER	<u>213840</u>	Tent, Tables, Linens, Chairs for 5-13-26 Tour	1,937.85
	05/18/2026	GANNETT MEDIA CORP	56610740	PH Notices for Od 33 & 40-26	447.72
	05/18/2026	SYNAGRO TECHNOLOGIES, INC.	67831	Sludge Removal	7,608.51
	05/19/2026	TALLEY COMMUNICATIONS	10471205	Antenna - Stock	1,006.84
	05/11/2026	THOMAS SCIENTIFIC	3876431	Laboratory Supplies	207.99
	05/19/2026	TRAVIS AGRICULTURAL, INC	26294-F	Drain Piping CWRP De-watering Press	7,346.74
	07/01/2026	TYLER TECHNOLOGIES, INC.	C100-00285970	Software Support FY2026-27	34,751.14
	05/18/2026	UNIFIRST CORPORATION	2210300571	Office Cleaning Supplies - Towel-Mat Service	88.60
	05/18/2026	UNIFIRST CORPORATION	2210300583	Uniform Cleaning Service	182.86
	05/19/2026	UNIFIRST CORPORATION	2210302661	Office Cleaning Supplies - Towel-Mat Service	82.22
	05/19/2026	UNIFIRST CORPORATION	2210302672	Uniform Cleaning Service	182.86
					536.54
	05/13/2026	USA BLUE BOOK	IN01045084	Laboratory Supplies	476.02
	05/13/2026	USA BLUE BOOK	INV01045569	Laboratory Supplies	430.48
					906.50
	05/19/2026	VENTURA REGIONAL SANITATION DISTRICT, IN 43026		VRSD Sewer Cleaning	57,455.40
	05/18/2026	W W GRAINGER, INC.	9905303922	Label Maker - Material	304.14
	05/18/2026	W W GRAINGER, INC.	9912488518	Hose Reel for Power Washer	736.09
					1,040.23
	05/18/2026	WATER SYSTEMS CONSULTING, INC.	12606	Prepare Urban Water Management Plan	3,202.75
	05/14/2026	DONNA A CALAMIA	00001666	Overpayment Refund Act 1666-5011 Galano Dr	683.31
	05/14/2026	GILLILAND PROPERTIES LLC	00007753	Deposit Refund Act 7753 - 883 Calle Plano	20.32
	05/14/2026	PRIMO QUITEVIS JR	00000826	Deposit Refund Act 826 - 1069 Belleza St	10.89
TOTAL VENDOR PAYMENTS					\$ 1,344,766.74

Payment Number	Post Date	Vendor Name	Payable Number	Description (Item)	Payable Amount
DFT000654	05/14/2026	CAL PERS 457 PLAN	INV0017910	Deferred Compensation	2,525.00
DFT000654	05/14/2026	CAL PERS 457 PLAN	INV0017914	Deferred Compensation	556.62
					3,081.62
1796	05/14/2026	California State Disbursement Unit	INV0017930	Child Support- Case ID 200000002541469	595.96
DFT000655	05/14/2026	EMPLOYMENT DEVELOP. DEPT.	INV0017912	Payroll-SIT	7,144.83
DFT000654	05/14/2026	Empower Annuity Ins Co of America	INV0017917	Deferred Comp 457	144.23
DFT000654	05/14/2026	Empower Annuity Ins Co of America		Deferred Comp 457	150.00
					294.23
63436	05/14/2026	FRANCHISE TAX BOARD		FTB Garnishment	657.42
1798	05/14/2026	LINCOLN FINANCIAL GROUP	INV0017926	Deferred Compensation	3,024.07
1797	05/14/2026	LINCOLN FINANCIAL GROUP	INV0017913	Profit Share Contribution	3,714.70
DFT000654	05/14/2026	PUBLIC EMPLOYEES	INV0017915	PERS-Retirement	26,981.81
DFT000655	05/14/2026	UNITED STATES TREASURY	INV0017927	FIT	16,118.84
DFT000655	05/14/2026	UNITED STATES TREASURY	INV0017928	Payroll-Social Security Tax	124.00
DFT000655	05/14/2026	UNITED STATES TREASURY	INV0017929	Payroll- Medicare Tax	4,767.24
					21,010.08
63437	05/14/2026	UNITED WAY OF VENTURA CO.	INV0017908	Charity-United Way	20.00

TOTAL PAYROLL VENDOR PAYMENTS

\$ 66,524.72

Board Memorandum

May 26, 2026

To: General Manager

From: Sandra Llamas, Sr. Accountant

Subject: Establish Appropriation Limit for Fiscal Year (FY) 2026-27

Objective: Establish Fiscal Year 2026-27 Appropriation Limit of \$1,140,530.

Action Required: Adopt Resolution 26-11 Establishing the Annual Appropriation Limit for Fiscal Year 2026-27.

Discussion: Every fiscal year, the District is required to calculate the appropriation limit, as required by Article XIII B of the California Constitution and Section 7910 of the Government Code. The appropriation limit sets the amount of property taxes the District can expend.

Voters approved Proposition 4, also known as the Gann Initiative, in November 1979. Proposition 4 declares that a government entity may not appropriate any proceeds of taxes received in excess of the appropriations limit of the entity. If a local government receives excess funds in any one year, it may carry those excess funds into the subsequent year for use. Any excess funds remaining after the second year must be returned to taxpayers.

Special Districts that existed on January 1, 1978, and that did not, as of the 1977-78 fiscal year, levy an ad valorem tax on property in excess of 12.5 cents per \$100 of assessed value, are exempt from appropriation limitations. Camrosa's 1977-78 fiscal year levy was 35 cents per \$100 assessed value, which subjects Camrosa to the appropriation limitations.

Every fiscal year, the District is required to calculate the appropriation limit, as required by Article XIII B of the California Constitution and Section 7910 of the Government Code. The appropriation limit sets the amount of property taxes the District can expend.

The factors used to calculate the limit are: the percentages for change in population and the per-capita personal income as released by the California Department of Finance.

Calendar year information is used to determine the percent change in population growth; the District's change in population for the year 2025 was -0.30 percent. Fiscal year information is used to determine the percent change in California personal income; the percent change of California personal income per capita over the prior fiscal year was 4.95 percent.

The formula, as shown on the next page, used to calculate the appropriation limit is population growth times the per capita personal income times the prior year's limit. Based on this formula, Camrosa's appropriation limit for FY2026-27 is \$1,140,530. The FY2026-27 budgeted revenue for property tax is \$982,500, which is under the appropriation limit.

Attachment:

- Resolution No. 26-11 Establishing the Annual Appropriation Limit for FY 2026-27

Camrosa Water District Fiscal Year 2026-27 Appropriation Limit

Previous Year Limit	\$1,089,956
Appropriation factor	<u>1.0464</u>
New Limit	\$1,140,530

Calculation

Price factor 4.95

Population Change -0.30

Per capita converted to a ratio: $(4.95+100)/100 =$ 1.0495

Population converted to a ratio: $(-0.30+100)/100 =$ 0.9970

Calculation of factor for FY 2026-27: $1.0495 \times 0.9970 =$ 1.0464

Price factor and Population Change Source: California Department of Finance

<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/>

Resolution No: 26-11

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

**Establishing the Annual Appropriation Limit for
Fiscal Year 2026-27**

Whereas, the voters approved the Gann Spending Limitation Initiative (Proposition 4) on November 6, 1979, adding Article XIII B to the Constitution of the State of California to establish and define annual appropriation limits on state and local government entities; and

Whereas, Article XIII B and California government code section 7910 requires each local jurisdiction to establish its appropriation limit by resolution; and

Whereas, the documentation used in the determination of the appropriation limit has been available to the public at least fifteen days prior to this meeting of the Board of Directors; and

Whereas, the Department of Finance annually provides the consumer price index and percent change in population data used to calculate the appropriation limit; and

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that an appropriations limit of \$1,140,530 be established for the fiscal year ending June 30, 2027, pursuant to the provisions of Article XIII B of the California Constitution.

Adopted, Signed, and Approved this 26th day of May 2026.

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

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

Board Memorandum

May 26, 2026

To: Board of Directors
From: Norman Huff, General Manager
Subject: Fiscal Year (FY) 2026-2027 Rate Adjustments

Objective: Adopt the proposed July 2026 rate adjustments for FY 2026-27.

Action Required: Adopt Resolution 26-12 of the Board adopting a Schedule of Rates, Fees and Charges for Water and Sanitary Service.

Discussion: The attached Resolution adopts the “Schedule of Rates, Fees and Charges for Water and Sanitary Service” for the commodity and fixed meter service fees for FY 2026-27.

On June 6, 2024, the Board of Directors convened a public hearing and adopted a five-year schedule of water and wastewater rates based upon the Rate Study prepared by Black & Veatch in 2024. The adopted rates were to be implemented beginning July 2024 through July 2028. This is the third rate increase of the five-year schedule proposed by the 2024 Rate Study.

Staff proposes implementing the “July 2026” potable and wastewater rates effective July 1, 2026. The proposed rate adjustment includes the projected operation and maintenance expenses, capital outlay, and reserves for the potable and wastewater enterprise consistent with the cost-of-service analysis performed as part of the 2024 Rate Study. The FY 2026-27 operating budget assumes implementation of the “July 2026” potable and wastewater rates.

Attachments:

- *Resolution 26-12*
- *Schedule of Rates, Fees, and Charges for Water and Sanitary Service*

Resolution No: 26-12

A Resolution of the Board of Directors
of Camrosa Water District

**Adopting a Schedule of Rates
for Water and Wastewater Service**

Whereas, the District’s Ordinance 40-24, Rules and Regulations Governing the Provision of Water and Wastewater Services, requires that notice of any adjustments pursuant to the schedule be given not less than 30 days before the effective date of the adjustment; and

Whereas, sufficient net revenue must be generated from operations to ensure the long-term financial health of the District; and

Whereas, the District undertook a comprehensive Water and Wastewater Rate Study in 2024 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; and

Whereas, on June 6, 2024, the Board of Directors adopted a 5-year Schedule of Rates for Water and Wastewater Service through July 2028 to accommodate the District’s evolving demands, the steadily increasing cost of water imported through Calleguas Municipal Water District, the continually escalating costs of ongoing and new water and wastewater regulations, and increases in the cost of electrical power, fuel, and chemicals; and

Whereas, as part of the development of the Fiscal Year 2026-27 operating budget, it was determined that implementation of the potable and wastewater rates is required to fund the projected operation and maintenance expenses, capital outlay, and reserves for enterprises; and

Whereas, the proposed “Schedule of Rates for Water and Wastewater Service” will produce a balanced budget to accommodate projected capital expenditures, provide for reserves mandated by debt issuance covenants, and provide for necessary protection against unanticipated emergencies; and

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the existing rates for Water and Wastewater Service be increased sufficiently to ensure the long-term financial stability of the District; and

Be It Further Resolved that the attached “Schedule of Rates for Water and Wastewater Service” is hereby adopted effective July 1, 2026; and

Be It Further Resolved that the attached “Schedule of Rates for Water and Wastewater Service” may be automatically adjusted to pass through to the customer the adopted increases or decreases in the wholesale charges for water established by another public agency.

Adopted, Signed, and Approved this 26th day of May 2026.

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

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

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

Board Memorandum

May 26, 2026

To: Board of Directors

From: Brad Milner, Assistant General Manager

Subject: Set Public Hearing Date for Adoption of the Urban Water Management Plan Update

Objective: Complete the Urban Water Management Plan Update.

Action Required: Set a public hearing date for June 23, 2026, to review and adopt the Urban Water Management Plan Update.

Discussion: In 1983, the State of California Legislature enacted the Urban Water Management Planning Act. The law required an urban water supplier (Supplier), providing water for municipal purposes to more than 3,000 customers or serving more than 3,000 acre-feet annually, to adopt an Urban Water Management Plan (UWMP) every five years demonstrating water supply reliability in normal water years, single dry water years, and multiple dry water years. Recent legislation added requirements for 20 percent water use reduction target, evaluation of energy used for water sources, and revisions to the Water Shortage Contingency Plan (WSCP).

The District anticipates releasing a Public Review Draft of the UWMP by approximately the end of May or early June with a Public Review period to follow. A Final UWMP is anticipated to be available by June 17, 2026, for adoption by the Board on June 23, 2026.

Board Memorandum

May 26, 2026

To: Board of Directors

From: Brad Milner, Assistant General Manager

Subject: **Set Public Hearing Date for Adoption of the Water Shortage Contingency Plan**

Objective: Complete the Urban Water Management Plan Update including the Water Shortage Contingency Plan.

Action Required: Set a public hearing date for June 23, 2026, to review and adopt the Water Shortage Contingency Plan.

Discussion: In 1983, the State of California Legislature enacted the Urban Water Management Planning Act. The law required an urban water supplier (Supplier), providing water for municipal purposes to more than 3,000 customers or serving more than 3,000 acre-feet annually, to adopt an Urban Water Management Plan (UWMP) every five years demonstrating water supply reliability in normal water years, single dry water years, and multiple dry water years. Recent legislation added requirements for 20 percent water use reduction target, evaluation of energy used for water sources, and revisions to the Water Shortage Contingency Plan (WSCP).

The District anticipates releasing a Public Review Draft of the UWMP and WSCP by approximately the end of May or early June with a Public Review period to follow. A Final UWMP and WSCP is anticipated to be available by June 17, 2026, for adoption by the Board on June 23, 2026.

Board Memorandum

May 26, 2026

To: Board of Directors
From: Kim Nakamura, Finance Manager
Subject: Adopt the Procurement Policy

Objective: Adopt Camrosa Water District’s (District) Procurement Policy.

Action Required: Adopt Resolution 26-13 Adopting a District Procurement Policy.

Background: On May 12th, the draft Procurement Policy was presented to the Board for initial review and discussion. As previously noted, a significant portion of the rewrite involved improving policy language. In addition, updates to approval thresholds and process steps were made to increase staff flexibility and improve workflow efficiency. Major updates include:

- 1) **General Manager Approval Authority:** Increased from \$25,000 to \$50,000 for purchases of goods and services (including fixed assets), operational change orders/contingencies, emergency procurements, and short-term agreements.
- 2) **Board of Directors (Board) Approval:** Required for all purchases of goods and services (including fixed assets), operational change orders/contingencies, and emergency procurements of \$50,000 or more. Board approval is also required for contracts and agreements with a term longer than 12 months.
- 3) **Exemptions:** Certain procurements are exempt from competitive bidding and Board approval, including debt service payments, fuel/diesel, legal services, utilities, contracts of insurance policies, and emergency response. An expanded list of exemptions is included in the policy.
- 4) **Operational Goods and Services:** This section has been revised primarily to address:
 - a) Exemptions from the competitive solicitation process and Board approval; and
 - b) Threshold approval levels; and
 - c) Quotation requirements; and
 - d) Purchase Order requirements.

Current	Solicitation of Price Quotations	Requires PO	Proposed	Solicitation of Price Quotations	Requires PO
1k-5k	3 oral/written	Yes	0k-5k	No	No
5k or greater	3 written	Yes	5k-50k	2 oral/written	Yes
			50k or greater	3 written and Board approval	Yes

- 5) **Professional Services:** This new section outlines criteria for selecting consultants and professional services. Approval thresholds match those used for operational goods and services.

- 6) **Public Works Contracts:** Most of this section is new and provides specific language regarding engaging in public works projects (including construction, alteration, demolition, installation, or repair work done under contract). It also further defines the solicitation process for competitive bidding. To bring the public works projects threshold current per Public Contract Code Article 40. Municipal Water Districts (§20640-20645), this amount has been increased from \$25,000 to \$35,000.

Current	Solicitation of Price Quotations	Requires PO	Proposed	Solicitation of Price Quotations	Requires PO
25k or greater	Competitive bidding process and Board approval	Yes	35k or greater	Competitive bidding process and Board approval	Yes

The capital project change order threshold has been revised to provide the General Manager with approval authority not to exceed 10% of the original award amount approved by the Board. Cumulative change orders exceeding 10% of the original award amount require Board approval. The General Manager will report all change orders monthly, including negotiated prices and basis of change.

Current	Solicitation of Price Quotations	Requires PO	Proposed	Solicitation of Price Quotations	Requires PO
	Up to a combined total \$25k; or 10% of the original contract; and NTE a combined total \$100k Board approval > \$100k	Yes		Total NTE 10% of original award amount Board approval >10%	Yes

Due to extensive additions, deletions, and rewrites, a redline version of the proposed Procurement Policy is impractical. The draft policy is attached with changes shown in red.

Discussion: Staff has incorporated the Board’s recommended revisions in the attached policy (highlighted).

- Removal of exemptions for insurance contracts, benefits contracts, fleet contracts, health benefits, and annual budgeted line items.
- Insertion of requested wording.

Staff recommends adopting Resolution 26-13, Adopting a District Procurement Policy.

Attachments:

- *Resolution 26-13, Adopting a District Procurement Policy*
- *Procurement Policy*

Resolution No: 26-13

A Resolution of the Board of Directors
of Camrosa Water District

Adopting the District Procurement Policy

Whereas, the Board of Directors deems it essential that Camrosa Water District adhere to sound business practices; and

Whereas, it is the desire of the Board of Directors that Camrosa conduct business in a manner which ensures costs to the District are minimized; and

Whereas, it is the desire of the Board of Directors that Camrosa conduct business in an open, fair, and equitable manner when procuring equipment and supplies from among competing vendors; and

Whereas, it is the desire of the Board of Directors that maximum value be received from vendors in return for payment; and

Whereas, it is in the best interests of the District to establish a written procurement policy that reflects the foregoing; and

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the attached Procurement Policy is hereby incorporated into this resolution, and adopted by the Board of Directors, effective May 26, 2026; and

Be It Further Resolved that the General Manager is provided with the authority to interpret and implement this policy within the District.

Adopted, Signed, and Approved this 26th day of May 2026.

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

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

**CAMROSA WATER DISTRICT
PROCUREMENT POLICY
May 2026**

PURPOSE:

This Procurement Policy is established to ensure efficiency and effectiveness in procuring materials and services for Camrosa Water District (**District**). It establishes sound business practices and ensures the District receives the highest quality and best value for money expended. It provides that the District operate in a fair, open, transparent and nondiscriminatory manner in the marketplace and requires conscious management of the risk inherent in all procurements. Finally, it requires everyone in the procurement process to operate at the highest ethical standard.

SCOPE:

Purchase approval authority for procurements made on behalf of the District shall be delegated in relation to the value of the procurement, the nature of the **goods** or service procured, and terms of the agreement or contract.

OBJECTIVES:

- 1) Establish and communicate the District's policies and procedures as they relate to the procurement process
- 2) Establish authority, responsibility, and accountability for procurement activity
- 3) Procure the best goods and services at the most favorable price
- 4) Provide an environment of fair competition and impartiality in the procurement process

POLICY:

OPERATIONAL GOODS AND SERVICES

Operational Goods and Services – The General Manager is responsible for approving all purchases for **goods and services**, including Fixed Assets, totaling less than \$50,000 (including tax and shipping) except as otherwise noted herein.

The Board of Directors (**Board**) shall approve all purchases of **goods and services** totaling \$50,000 or more.

The following procurements are exempt from the competitive solicitation process and Board approval:

- Debt service payments, chemicals, fuel/diesel, legal services, maintenance software licenses, memberships, payments to other governmental units, permits, and utilities (such as electricity, telephone, natural gas, sewer, and water); and
- ~~Contracts of insurance policies for general liability, workers' compensation, fleet, and health benefits for employees of the District; and,~~
- ~~All annual budgeted line items within the District's adopted budget; and~~
- When goods and services are necessary to respond to an emergency; and

- Construction or maintenance work costing less than \$35,000 when it is not possible to clearly define the work scope in advance.

Procurement of Goods and Services – Purchases made on behalf of the District should minimize cost to the extent practicable, but the final decision to award to a particular vendor must be carried out on the basis of obtaining best possible value for the District. Price quotations should be routinely sought, and goods and services may be procured as authorized below:

- 1) Items with a value of less than \$5,000:
 - a) No price quotation is required; and
 - b) No Purchase Order is required.
- 2) Items with a value of \$5,000 or greater but less than \$50,000:
 - a) Requires solicitation of two price quotations and the quotations may be received either orally or in writing; and
 - b) Requires a Purchase Order and the price quotations become part of the purchase order documentation.
- 3) Items with a value of \$50,000 or greater:
 - a) Requires solicitation of three written price quotations; and
 - b) Requires a Purchase Order and the price quotations shall accompany the Purchase Order and become part of the purchase documentation.

Change Orders/Contingencies – The General Manager shall have approval authority for change orders and contingencies up to a combined total of \$50,000. Board approval shall be required for any change orders or contingencies that significantly change the scope of the project or work being performed.

Emergency Procurements – The General Manager is authorized to make emergency procurements of goods and services in excess of \$50,000 to protect the health, safety or property of private individuals and public entities. In such cases, the Board must be notified verbally as soon as possible following the emergency procurement, with written notification provided as soon as practicable thereafter. The Board must ratify the procurement at the next regular Board meeting.

Encouragement of Local Procurement – In meeting the criteria outlined above, staff is encouraged to use local vendors in meeting the District's needs for goods and services.

Internet Procurements – The above notwithstanding, the General Manager may authorize staff to make procurements through internet commerce in instances when such procurement results in minimizing the cost to Camrosa or ensuring responsiveness to the needs and timelines of the District.

Long-term Agreements – The Board shall approve all contracts and agreements with a term longer than 12 months or in excess of \$50,000.

The General Manager may further delegate authority via written Memorandum outlining each authority, including limitations, for approving purchases as necessary to ensure efficiency and effectiveness of District operations. Only the General Manager or his/her delegates are authorized to obligate the District in a procurement arrangement.

Pregualification of Vendors – The General Manager may establish a list of qualified vendors for goods and services which the District frequently purchases. This list will be valid for 5 years and vendors who prove to be unqualified shall be removed and vendors who demonstrate their qualifications may be added.

The General Manger may purchase goods and services from qualified vendors on the list described above without further bidding if the amount of the purchase is less than \$50,000. The Board must approve purchases from qualified vendors if the amount of the purchase is \$50,000 or greater.

Procurement from Other Than the Lowest Quoting Vendor – While it is the desire of the Board of Directors to purchase goods and services at the least cost to the District, there may be instances when the award of a purchase to other than the least-cost vendor produces greatest value and is in the best interests of the District. To the extent possible, District staff should:

- maximize the value received
- use sources which will be responsive to the needs and timelines of District
- seek commonality in major equipment to minimize inventory and training costs
- consider minimizing the cost of ownership over the lifetime of the requirement consistent with meeting acceptable quality, reliability, and delivery constraints.

Procurement through Negotiation – While competitive solicitation is the normal procedure to be used to purchase goods and services, negotiation with a single vendor may be beneficial in some instances. Circumstances that might indicate negotiation include situations where competition does not exist (e.g., only one vendor is interested in providing goods or service) or where special economies may exist outside the competitive process (e.g., when a contractor is already mobilized for another purpose). The Board may authorize the General Manager to negotiate procurement when extraordinary circumstances exist.

Property – The Board shall approve all purchases of real property regardless of value.

Sole-source Procurements – The competitive solicitation process is waived for procurement where the goods or service is available from only one viable source or provider. Negotiations shall be conducted with the provider of the goods or service to achieve the most favorable pricing terms of sale. All sole-source purchases for items valued at \$5,000 or more must document the reason for the sole-source procurement and such documentation must become part of the purchase order documentation.

Split Procurements – When determining which body must approve a procurement, or the procedures necessary in documenting the procurement, the maximum possible monetary value and/or the aggregate expense of a procurement must be taken into account. Under no circumstances may a procurement be intentionally split in order to change the approving authority or the procedures required in documenting the purchase price. The system of controls should provide complete transparency in the procurement process. Total expenditures by vendor will be presented to the Board for review four times a year.

PROFESSIONAL SERVICES

Procurement of Professional Services – Professional services contracts shall be awarded to consultants based on qualifications that demonstrate expertise and experience in the type of work to be performed, as well as a proven history of high-quality work. Selection shall not to be based solely on the lowest cost or fee and can be negotiated by District staff to ensure fair and reasonable costs.

Contracts will typically reflect for a “not-to-exceed” amount associated with a defined scope of work. When it is not possible to define the scope of work in advance, work may be performed on a time-and-materials basis.

The following criteria shall be used to qualify candidates for consultants and professional services:

- 1) Specialized experience and technical competence of the consultant and its personnel

considering the type of services required and the complexity of the project.

- 2) The consultant's familiarity with the types of problems applicable to the project.
- 3) Willingness to negotiate fair and reasonable compensation for the proposed project scope.
- 4) Past record of performance on projects with the District, other governmental agencies or public bodies, and with private industry, including such factors as control of costs, quality of work, and ability to meet schedules.
- 5) The consultant's capacity to perform the work (including any specialized services) within the time limitations and with proposed staff, considering the firm's current and planned workload.
- 6) The consultant's level of financial responsibility.
- 7) Whether the consultant is already engaged in another project which has a direct and substantial physical relationship to the proposed project.
- 8) Cost proposal for the proposed services.
- 9) Other key factors as appropriate for the type of service.

PUBLIC WORKS CONTRACTS

Public Works Contracts – Public Works projects include construction, alteration, demolition, installation, or repair work done under contract and paid in whole or in part out of public funds. It can include pre-construction and post-construction activities related to a public works project.

Small project exemption from public works contractor registration means that contractors who work exclusively on small projects are not required to register as public works contractors or file electronic certified payroll reports for those projects. However, prevailing wages must still be paid on projects with small project exemption.

Small project exemption is applied based on the amount of the entire project, not a contractor's subcontracted amount of the project. Small project exemption applies for all public works projects that do not exceed:

- \$15,000 for maintenance; or
- \$35,000 for new construction, alteration, installation, demolition, or repair.

All public works projects that are greater than \$15,000 for maintenance and \$35,000 for new construction must be registered with the Department of Industrial Relations (DIR). Anyone working on a public works project must be paid prevailing wages as determined by the DIR.

Procurement of Public Works projects with a value of \$35,000 or more are subject to competitive bidding, and the following solicitation process:

- 1) At least one bid solicitation notice shall be advertised in a local newspaper of general circulation, District website, and/or public contract solicitation website.
- 2) Sealed bids will be publicly opened at a pre-determined date, time, and location.
- 3) Contracts will be awarded to the lowest responsive and responsible bidder, and the District always reserves the right to waive non-substantial irregularities or reject all bids.
- 4) Consideration should be given not only to the bid price, but also to the general qualifications of the contractor for the performance of the work. A contractor must submit evidence that he

or she is competent to manage the proposed project and carry it forward to a successful conclusion, has professional integrity and honesty of purpose, and has sufficient financial resources to complete the project.

- 5) Contracts shall not be awarded to any contractor listed by the California Labor Commissioner as ineligible to bid, work on, or be awarded a public works project.
- 6) Requires a contract and purchase order authorized by the General Manager if less than \$50,000 and authorized by the Board of Directors if greater than \$50,000.
- 7) Expenditures shall not be broken down or divided into sub-groups for purposes of avoiding the above guidelines.

Capital Project Change Orders – The General Manager may approve change orders, or work performed on a time and materials basis, for works of improvement provided the total cost of the changed work does not exceed 10% of the budget for the project work approved by the Board. Board approval shall be required for any change orders or work performed on a time and materials basis that significantly change the scope of the project or work being performed.

The Board shall approve all change orders exceeding 10% of the budget for the project work approved by the Board.

The General Manager shall provide the Board with a report of change orders and contingencies on a monthly basis including contractor negotiated price and basis of change.

RESPONSIBILITIES:

Code of Ethics – In exercising procurement authority, it is essential that each individual maintain an unimpeachable standard of integrity and foster the highest possible standard of professional competence. Complying with both the letter and the spirit of the principles of ethical behavior is essential. In doing so, each individual must declare any personal interest that may impinge, or might reasonably be deemed by others to impinge, upon a person's impartiality in any procurement decision.

Conflicting Policies – This policy shall prevail over any District policies and procedures found in conflict.

Implementation – This policy shall become effective upon adoption by the Board.

Internal Controls – The General Manager shall establish a system of internal controls that provide an audit trail for all purchases. It should provide for:

- more than one person to be involved in each transaction, end-to-end; and
- confirmation of purchase is a budgeted item and sufficient budget available; and
- prior approval of purchases with a purchase order; and
- certification of receipt of the goods; and
- reconciliation of the purchase order with the invoice and final payment.

Modification – This policy may be modified from time to time by resolution of the Board.

Risk Transfer – In order to minimize the potential liability exposure of the District, Contracts and Agreements with consultants, contractors, and vendors for goods and services shall include appropriate risk transfer clauses as recommended by the District's liability insurance provider. Contractors and suppliers must, at a minimum, have adequate liability and workers' compensation insurance. An order should not be made effective with a contractor until the relevant insurance documents, including a

performance bond, if necessary, have been reviewed and accepted. The risk transfer language will be standardized in the District's agreements and approved by the Board. Once approved, any changes to the risk transfer language must return to the Board for approval.

ANNUAL REVIEW:

The Procurement Policy shall be reviewed annually by the Board of Directors, or a Board designated committee, to ensure efficiency and effectiveness in procuring goods and services for the District. Proposed amendments to the policy shall be reviewed by the Board, or its designated committee, to be considered by the Board of Directors for adoption.

Board Memorandum

May 26, 2026

To: Board of Directors
From: Norman Huff, General Manager
Subject: **Wastewater Capital Replacement Fund**

Objective: Discuss the status of wastewater reserves and provide authorization and/or direction regarding potential funding strategies for currently planned wastewater capital improvement projects.

Action Required: Authorize the General Manager to implement Wastewater Capital Replacement Fund reserve fund allocations, transfers, or loans as specified by the Board to provide funding for currently planned wastewater capital improvement projects.

Background: Over the past several years, the District has utilized Wastewater Capital Replacement Fund reserve funds to support capital maintenance and infrastructure investments within the wastewater system. Current Wastewater Capital Replacement Fund reserves have declined to a level where several planned and designed capital projects no longer have identified funding sufficient to proceed on their current schedules. Factors contributing to the current Wastewater Capital Replacement Fund reserve balances include:

- Several projects included in the 2024 Wastewater Rate Study used cost estimates that subsequently proved to be significantly less than actual costs. (Dewatering Press, PLC Replacement, CWRP Power Distribution Rehab, etc.)
- The 2024 Wastewater Rate Study did assume \$7,967,740 in revenue bonds in FY 2026-27 to fund wastewater CIP projects. This bond issuance has not occurred.
- Some project schedules have been accelerated to address critical priorities of aging infrastructure. (Sewer Lift Station Rehab and Replacements)
- Additional projects with high priority have been identified (Collection System Hotspots).

While the wastewater enterprise remains operationally stable, the reduction in available reserves, due to the capital expenditures of the last couple of years, limits the District's flexibility to advance major infrastructure improvements without identifying supplemental funding sources or adjusting project timing and priorities.

Several wastewater capital projects are presently in the design, planning, or near-construction phase. These projects were originally anticipated to be funded, in whole or in part, through available wastewater reserves. Current reserve projections indicate that proceeding with all planned projects simultaneously may not be financially sustainable without additional revenue, financing, or deferral strategies.

Discussion: The Board has several potential options available to address the current funding gap for wastewater capital projects. Each option presents different financial, operational, and policy considerations.

1) Borrowing from other Wastewater Reserve Funds

One option would be an intrafund loan from the Wastewater Capital Improvement Fund to the Wastewater Capital Replacement Fund within the wastewater enterprise. This approach could provide near-term liquidity to allow priority wastewater projects to proceed without immediate external financing or going outside the enterprise.

Potential advantages include:

- Immediate access to funding;
- Lower borrowing costs, if any, compared to external debt;
- Flexibility in repayment terms, if needed; and
- Ability to avoid delays on critical infrastructure projects.

Potential considerations include:

- Reduction in immediately available Wastewater Capital Improvement Funds;

2) Borrowing from Potable Water Reserves

One option would be an interfund loan from the Potable Capital Replacement Fund to the Wastewater Capital Replacement Fund. This approach could provide near-term liquidity to allow priority wastewater projects to proceed without immediate external financing.

Potential advantages include:

- Immediate access to funding;
- Lower borrowing costs compared to external debt;
- Flexibility in repayment terms; and
- Ability to avoid delays on critical infrastructure projects.

Potential considerations include:

- Reduction in immediate access to Potable Capital Replacement Funds;
- Need to ensure adequate potable reserves remain for emergencies and capital needs;
- Requirement for formal repayment terms and interest allocations to maintain separation between enterprise funds; and
- Potential perception concerns of cross-subsidization between ratepayer groups.

3) Issuing Debt (Bonds or Financing Instruments)

The District could pursue external financing through revenue bonds, certificates of participation, State Revolving Fund (SRF) loans, or other financing mechanisms.

Potential advantages include:

- Preservation of existing reserves;
- Ability to distribute project costs over the useful life of the infrastructure; and
- Immediate funding availability for large-scale projects.

Potential considerations include:

- Increased annual debt service obligations;
- Potential impacts on future wastewater rates;
- Financing and issuance costs; and
- Long-term financial commitments affecting future budget flexibility.

4) Delaying or Phasing Projects

The District could defer certain capital projects or phase construction over multiple fiscal years to reduce near-term funding demands.

Potential advantages include:

- Preservation of reserves;
- Avoidance of immediate borrowing; and
- Additional time to build reserves or pursue grant opportunities.

Potential considerations include:

- Construction cost escalation over time;
- Increased risk of infrastructure failure or operational inefficiencies;
- Potential regulatory or compliance impacts; and
- Delayed system reliability or capacity improvements.

Projects would need to be evaluated based on operational criticality, regulatory drivers, risk exposure, and lifecycle cost impacts.

5) Adjusting Wastewater Rates or Capital Charges

Another option would be to evaluate wastewater rate adjustments, connection fees, or capital financing surcharges to rebuild reserves and support future infrastructure investment.

Potential advantages include:

- Establishment of a sustainable long-term funding structure;
- Improved reserve replenishment; and
- Reduced dependence on interfund borrowing or debt.

Potential considerations include:

- Ratepayer impacts;
- Proposition 218 procedural requirements;
- Timing needed for rate studies and implementation; and
- Potential affordability concerns.

6) Pursuing Grants and External Funding Opportunities

The District may also pursue state or federal grant opportunities where eligible.

Potential advantages include:

- Reduction in local funding obligations; and
- Lower long-term ratepayer impacts.

Potential considerations include:

- Highly competitive funding environment;
- Limited eligibility for some wastewater projects;
- Timing uncertainty; and
- Administrative compliance requirements.

Staff Recommendation: As an immediate solution, Staff recommends authorizing a one-time \$250,000 intrafund loan from the Wastewater Capital Improvement Fund to the Wastewater Capital Replacement Fund within the wastewater enterprise to provide the funding to construct the CWRF PLC Replacement project (Agenda Item #9).

For additional wastewater capital projects presently in the design, planning, or near-construction phase, a more in-depth discussion of project priorities and funding sources is warranted. For a list of projects and estimated costs, see the FY 26-27 column on the attached *Summary of Wastewater Capital Projects*.

Attachments:

- *June 30, 2026, Projected Reserve Fund Balances*
- *Summary of Wastewater Capital Projects*
- *2024 Wastewater Rate Study CIP Project Estimates Table*
- *2024 Wastewater Rate Study CIP Projects Funding and Reserve Projections Table*

June 30, 2026, Projected Reserve Fund Balances

	Actuals FY 2024-25	Projected FY 2025-26	Proposed FY 2026-27
Unrestricted Reserves			
Potable Water Capital Replacement Fund (PWCRF)	\$ 19,342,863	\$ 21,752,320	\$ 20,569,820
Potable Water Operating and Emergency Reserves (OER)	1,188,622	1,249,983	1,272,544
Potable Water Unfunded Accrued Liability Reserve (UAL)	126,750	253,500	380,250
Potable Water Rate Stabilization Fund	330,625	390,625	450,625
Funding Procurement Policy	-	118,000	118,000
Potable Water Capital Improvement Fund (PWCIF)	371,135	419,535	419,535
Potable Water Mitigation & In-Lieu Fees	2,512,726	719,215	719,215
Total Potable Funds	\$ 23,872,721	\$ 24,903,178	\$ 23,929,989
Non-Potable Water Capital Replacement Fund (NPWCRF)	\$ 4,340,728	\$ 3,891,089	\$ 2,463,965
Non-Potable Water Operating and Emergency Reserves (OER)	557,687	557,687	557,687
Non-Potable Water Unfunded Accrued Liability Reserve (UAL)	68,250	136,500	204,750
Non-Potable Water Rate Stabilization Fund	605,625	242,994	-
Non-Potable Water In-lieu Fees (Wildwood Preserve)	333,342	333,342	333,342
Total Non-Potable Funds	\$ 5,905,632	\$ 5,161,612	\$ 3,559,744
Wastewater Capital Replacement Fund (WWCRF)	\$ 2,543,187	\$ 1,318,317	\$ 3,368,317
Wastewater Operating and Emergency Reserves (OER)	589,943	625,371	651,987
Wastewater Unfunded Accrued Liability Reserve (UAL)	105,000	210,000	315,000
Wastewater Rate Stabilization Fund	273,750	283,750	293,750
Wastewater Capital Improvement Fund (WWCIF)	281,708	286,383	286,383
Total Wastewater Funds	\$ 3,793,588	\$ 2,723,821	\$ 4,915,437
Total Unrestricted Reserves	\$ 33,571,941	\$ 32,788,611	\$ 32,405,170
Restricted Assets			
Grant Receivable PV Well	84,425	-	\$ -
Total Receivables	\$ 84,425	\$ -	\$ -
Debt Reserves 2016	879,529	720,329	\$ 720,329
Total Debt Reserves	\$ 879,529	\$ 720,329	\$ 720,329
CIP			
Potable Water Capital Replacements	\$ 982,404	\$ 1,111,021	\$ 4,793,521
Non-Potable Water Capital Replacements	1,288,101	446,095	1,253,595
Wastewater Capital Replacements	2,669,140	1,866,923	1,866,923
Potable Water Capital Improvements	448,935	174,999	174,999
Potable Water Mitigation & In-Lieu Fees	3,266,661	228,798	228,798
Wastewater Capital Improvements	829,686	216,812	216,812
Total CIP	\$ 9,484,927	\$ 4,044,648	\$ 8,534,648
Total Restricted Assets	\$ 10,448,881	\$ 4,764,977	\$ 9,254,977
Total Reserves minus Receivables	\$ 43,936,397	\$ 37,553,588	\$ 41,660,147

Summary of Wastewater Capital Projects

Wastewater Projects		Prior	Current	FY 26-27	FY 27-28	Project Totals
500-25-01	Smart Covers	\$ 90,000				\$ 90,000
550-23-02	Headworks Barscreen	\$ 485,000				\$ 485,000
550-25-04	Lift 1A Bypass	\$ 35,000				\$ 35,000
900-18-03	Effluent Pond Relining	\$ 1,495,500				\$ 1,495,500
900-18-02	De-Watering Press		\$ 4,164,100			\$ 4,164,100
500-22-01	Sequential Chlorination		\$ 400,000			\$ 400,000
550-21-01	Sewer Lift Read Road MCC		\$ 360,000			\$ 360,000
550-23-01	Collection System Hotspots		\$ 2,430,000			\$ 2,430,000
550-24-02	CWRF Influent Pump Replacement		\$ 350,000			\$ 350,000
550-25-01	CWRF PLC Replacement		\$ 300,000	\$ 1,500,000		\$ 1,800,000
550-25-02	CWRF Power Distribution Rehabilitation		\$ 250,000	\$ 2,200,000		\$ 2,450,000
550-25-03	Lift Station No. 4		\$ 2,175,000			\$ 2,175,000
550-26-01	Lift Station No. 2		\$ 235,000	\$ 2,000,000		\$ 2,235,000
550-26-02	Effluent Booster Pump #2		\$ 40,000			\$ 40,000
550-26-03	Sewer Lift 1A Pump Replacement		\$ 40,000			\$ 40,000
	CWRF Roof			\$ 50,000		\$ 50,000
	Lift Station No. 1			\$ 175,000	\$ 1,300,000	\$ 1,475,000
	Lift Station No. 3				\$ 1,595,000	\$ 1,595,000
	Headworks Improvements (Priority 1 - Barscreens)					\$ -
	Influent Lift Station Improvements (Pumps Replaced)					\$ -
	Effluent Pump Station Improvements					\$ -
	RAS/WAS Pump Station Improvements					\$ -
	Replacement of CWRF Effluent Line					\$ -
	Rehabilitation of CWRF Pavement (as needed)					\$ -
	Sewer Collection System Replacement Program					\$ -
	WW Portion of District CIP			\$ 46,200		\$ 46,200
	WW Portion of Fixed Assets			\$ 40,250		\$ 40,250
	Amount under budget to de-obligate		\$ (544,726)			\$ (544,726)
Total Wastewater Projects		\$ 2,105,500	\$ 10,199,374	\$ 6,011,450	\$ 2,895,000	\$ 21,211,324

2024 Wastewater Rate Study CIP Project Estimates Table

Description	FY2025 (\$)	FY2026 (\$)	FY2027 (\$)	FY2028 (\$)	FY2029 (\$)	Project Total (\$)
Smart Covers Sewer Manholes	\$ 92,500	\$ -	\$ -	\$ -	\$ -	\$ 92,500
New CWRP Generator	\$ 513,800	\$ -	\$ -	\$ -	\$ -	\$ 513,800
Headworks Improvements	\$ -	\$ 285,900	\$ 1,175,000	\$ -	\$ -	\$ 1,460,900
Influent Lift Station Improvements	\$ -	\$ -	\$ 384,900	\$ 1,581,900	\$ -	\$ 1,966,800
Effluent Pump Station Improvements	\$ -	\$ -	\$ -	\$ 337,300	\$ 1,386,200	\$ 1,723,500
RAS/WAS Pump Station Improvement	\$ -	\$ -	\$ -	\$ 618,600	\$ -	\$ 618,600
Mechanical Dewatering System	\$ -	\$ 2,111,500	\$ -	\$ -	\$ -	\$ 2,111,500
CWRP PLC Replacement	\$ 179,800	\$ 739,000	\$ -	\$ -	\$ -	\$ 918,800
Effluent Line Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pavement Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BarScreen Replacement	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000
Sewer Lift MCC & Rehabilitation	\$ 863,100	\$ 257,600	\$ 1,008,900	\$ 1,036,600	\$ 2,361,600	\$ 5,527,800
Collection System Replacement	\$ 339,100	\$ 348,400	\$ -	\$ 367,800	\$ -	\$ 1,055,300
General CIPs & Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 2,173,300	\$ 3,742,400	\$ 2,568,800	\$ 3,942,200	\$ 3,747,800	\$ 16,174,500

2024 Wastewater Rate Study CIP Project Funding and Reserve Projections Table

Description	FY2025 (\$)	FY2026 (\$)	FY2027 (\$)	FY2028 (\$)	FY2029 (\$)	Source Total (\$)
Developer Contributions	\$ 1,804,600	\$ -	\$ -	\$ -	\$ -	\$ 1,804,600
Revenue Bond Proceeds	\$ -	\$ -	\$ 7,967,740	\$ -	\$ -	\$ 7,967,740
Transfer In from Operating Fund	\$ 478,700	\$ 892,600	\$ 1,355,100	\$ 1,985,800	\$ 2,629,400	\$ 7,341,600
Grant Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CIP De-Obligation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Income	\$ 251,500	\$ 188,400	\$ 263,000	\$ 357,900	\$ 287,200	\$ 1,348,000
Total Sources	\$ 2,534,800	\$ 1,081,000	\$ 9,585,840	\$ 2,343,700	\$ 2,916,600	\$ 18,461,940
Replacement & Improvement Projects	\$ 2,173,300	\$ 3,742,400	\$ 2,568,800	\$ 3,942,200	\$ 3,747,800	\$ 16,174,500
Debt Issuance Charges	\$ -	\$ -	\$ 667,740	\$ -	\$ -	\$ 667,740
Transfer to Op Fund	\$ 251,500	\$ 188,400	\$ 263,000	\$ 357,900	\$ 287,200	\$ 1,348,000
Total Uses	\$ 4,959,600	\$ 5,011,800	\$ 13,085,380	\$ 6,643,800	\$ 6,951,600	\$ 36,652,180
Net Annual Cash Balance	\$ (2,424,800)	\$ (3,930,800)	\$ 4,574,040	\$ (4,300,100)	\$ (4,035,000)	\$ (10,116,660)
Beginning Unrestricted Fund Balance	\$ 5,407,700	\$ 5,517,900	\$ 2,668,100	\$ 8,285,400	\$ 6,798,000	\$ 28,677,100
Net Cumulative Fund Balance	\$ 2,982,900	\$ 1,587,100	\$ 7,242,140	\$ 3,985,300	\$ 2,763,000	
Min Capital Reserve Target	\$ 3,920,700	\$ 3,920,700	\$ 3,920,700	\$ 3,920,700	\$ 3,920,700	

Board Memorandum

May 26, 2026

To: General Manager

From: Terry Curson, District Engineer

Subject: Camrosa Water Reclamation Facility – PLC Replacement & Upgrades

Objective: Award a contract for Camrosa’s Water Reclamation Facility (CWRP) Program Logic Controllers (PLCs) Replacement & Upgrades Project.

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

- 1) Appropriate additional funding in the amount of \$1,500,000 for the CWRP PLC Replacement and Upgrades Project, and;
- 2) Authorize the General Manager to award a contract to Rovisys for providing equipment, programming, and installation of all necessary equipment, for the CWRP PLC upgrades in the amount of \$1,521,781.

Summary: The District’s operations rely on efficient wired PLCs and wireless communication between its headquarters and various other facilities including the CWRP, Round Mountain Water Treatment Plant, Conejo Wellfield, various pump stations and water tanks, and several other miscellaneous water and wastewater facilities. The existing control systems are aging, outdated, and have experienced corrosion-related and age-related failures. In addition, parts are no longer available, and the system is running on outdated software that is no longer supported.

Because this project involves highly specialized PLC programming, system integration, and commissioning that must interface seamlessly with the District’s existing control architecture, staff recommends awarding the work on a sole-source basis to the District’s current System Integrator, Rovisys.

Rovisys possesses detailed knowledge of the District’s site-specific logic, communication protocols, network architecture, and operating history. This expertise is essential to minimizing integration risks, preventing operational disruptions, and ensuring continuity of service at a facility that cannot be taken offline. Additionally, having the System Integrator serve as both design consultant and general contractor will streamline coordination and ensure that all subcontracted electrical work is performed in accordance with the project’s control requirements, technical specifications, and commissioning plan.

Discussion: In December 2019, the Board of Directors approved a five-year contract with Rovisys to provide supervisory control and data acquisition services. The agreement was renewed in December of 2024 for an additional 5-years. The District originally sought long-term relationships with qualified System Integrators due to the complexity of these systems and the need for continuity, standardization, and institutional knowledge. These long-term partnerships assist the District with:

- Network architecture planning
- Hardware recommendations

- Software upgrades
- System design improvements
- Operational assessments
- Long-range capital planning

Recently, on September 26, 2024, the Board awarded a contract to Rovisys to provide design services associated with replacement/upgrade of the eight PLCs at CWRP. These PLCs are located throughout the CWRP site and were originally constructed in 1996 and are well past their serviceable life. Thus far, Rovisys’s design work with the CWRP PLCs Upgrade Project has met the District’s expectations. The project involves the replacement of the existing PLC cabinets at the following locations:

- Panel A – Generator
- Panel B – Headworks
- Panel C – RAS Station/Oxidation Ditch 1
- Panel D – Oxidation Ditch 2
- Panel E – Filtration
- Panel F – Effluent Station
- Panel G – CSUCI Pump Station
- Panel H – New (chemical dosing building)

Rovisys completed the design and specifications that included eight panel drawings, eight functional specifications, project commissioning plan, and electrical schedule of work. All these locations, other than Panel H, have an existing PLC that will be modified and upgraded with a new panel within newly installed cabinets that will include an Allen Bradley ControlLogix controller with an equivalent set of IO cards that are specially coated to withstand corrosion and improve reliability, which is problematic at the wastewater treatment plant sites. Panel H’s existing panel will be completely demolished and new equipment installed. These PLCs will also include updated software, eliminating the old SLC 500 to the Logic Designer/Studio 5000.

Historically, the District directly purchased Allen-Bradley/Rockwell equipment through Royal Industrial Solutions (Royal) under a special pricing agreement that included approximately 15% discounts and a two-year extended warranty. For this project, it is more cost-effective for Rovisys to procure the equipment directly.

Rovisys holds Rockwell Automation Platinum System Integrator status—the manufacturer’s highest accreditation level—which provides deeper discounts (approximately 30%) that can be passed through to customers. In addition, Rovisys can provide a three-year extended warranty, exceeding the District’s current two-year arrangement with Royal.

Rovisys has submitted a cost proposal that includes:

Scope Items	Cost
Engineering, Programming & Project Management Services	\$ 446,646.00
Equipment, Software, Outside Civil & Electrical Services	\$ 1,026,807.00
Spare PLC Equipment	\$ 48,328.00
Project Total	\$ 1,521,781.00
Unencumbered Funds Remaining from Initial Allocation	\$ 75,386.00
Additional Project Funds Requested	\$ 1,500,000.00

Engineering, Programming & Project Management Services includes Project/Construction Management, Programming each panel, Meetings, Design Documents, Electrical Design, Infrastructure Configuration, demolition, Graphics Configuration, Historian Configuration, Test Documents, Testing & Loop Checks, Offsite Testing, Commissioning, Training, As-Built drawings, and various other site and infrastructure support services, as needed.

Equipment, Software, and Outside Services includes purchasing of all equipment, building of the cabinets, all rack panel construction and wiring for the cabinets in accordance with the design drawings and specification, and installation of power supplies, switches. In addition, work will include installation of conduits and overhead cable racks, pulling of fiber optic cables, inspection and testing of newly build panels, relocation of existing equipment and mounting and setting of all new panels along with relocating several light standards.

Spare PLC Equipment was derived from a list of spare components that District staff developed to ensure future repairs. These 29 items mostly consist of Power Supplies, Surge Filters, Ethernet Switches, Screw Terminals, Control Logix Modules, Slot Chassis, and other various miscellaneous parts.

Because CWRP must remain operational throughout construction, the project requires careful sequencing and extensive coordination. Work will include:

- Temporary bypass wiring
- New fiber optic installations
- Patch panels and network switches
- New conduits and raceways
- I/O, power, and communication terminations
- Extensive testing and commissioning
- Multiple coordination meetings with operations staff

A portion of the field work will be performed by RoviSys's licensed electrical subcontractor under RoviSys's management.

Staff has worked extensively with RoviSys to refine the project scope and validate costs. Through multiple proposal reviews and scope negotiations, staff was able to reduce the original cost proposal by nearly \$200,000.

Recommendation: This project will replace eight obsolete Program Logic Controllers at the Camrosa Water Reclamation Facility and modernize critical operational controls. Staff has developed a long-term relationship with RoviSys and has worked with them in completing the preparation of plans, specifications, a project commissioning plan, and electrical schedule of work. Given the technical complexity of the work, the need for continuity of operations, and the importance of integrating seamlessly with the District's existing control systems, staff recommends awarding the project to RoviSys through a sole-source process.

Project funding is included in the Capital Improvement FY 2025-26 Budget.

Attachment:

- *RoviSys CWRP PLC Upgrade Proposal*



Camrosa Water District
SLC 5/04 Upgrade CWRD – Installation Phase

For
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Proposal Number
P25CAMR01
April 10, 2026



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2 Proposal Revision History

Rev	Date	Description
A	6/12/25	Initial Revision
B	06/18/2025	Incorporating the software development steps from Phase 1
C	03/21/2025	
D	02/23/2026	Incorporating changes during panel final updates 2026
E	04/10/2026	Incorporating Electrical Contractor SOW
F	04/15/26	Error correction in pricing, adding a table for panel pricing
G	04/27/26	Label error on estimated parts for H: Cabinet & HMI
H	04/27/26	Added Spare Parts to the BOM

NOTICE

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3 Project Scope

3.1 Project Overview

Camrosa Water District requires installation of 8 PLC cabinets along with updated PLC software, Studio5000 programs utilizing Camrosa programming standards. Project scope was derived from the panel design, field investigations, PLC software, operator feedback, and functional specifications developed from an engineering study in Phase 1 of the project.

3.2 Basis for Scope

The following are key reference documents to further detail project scope.

Document Name/Number	Date	Document Title/Description
CAMR24A-FSA-001	3/20/2025	Functional Specification Panel A
CAMR24A-FSB-001	3/20/2025	Functional Specification Panel B
CAMR24A-FSC-001	3/20/2025	Functional Specification Panel C
CAMR24A-FSD-001	3/20/2025	Functional Specification Panel D
CAMR24A-FSE-001	3/20/2025	Functional Specification Panel E
CAMR24A-FSF-001	3/20/2025	Functional Specification Panel F
CAMR24A-FSG-001	3/20/2025	Functional Specification Panel G
CAMR24A-FSH-001	3/20/2025	Functional Specification Panel H
CAMR24A PLC A Rev E	2/11/2026	Panel A Drawings
CAMR24A PLC B Rev D	2/19/2026	Panel B Drawings
CAMR24A PLC C Rev C	3/16/2026	Panel C Drawings
CAMR24A PLC D Rev D	2/19/2026	Panel D Drawings
CAMR24A PLC E Rev F	2/04/2026	Panel E Drawings
CAMR24A PLC F Rev E.1	3/16/2026	Panel F Drawings
CAMR24A PLC G Rev D	2/18/2026	Panel G Drawings
CAMR24A PLC H Rev D	2/20/2026	Panel H Drawings
CAMR24A_COMM_Plan_001	3/20/2025	Project Commissioning Plan
CAMR24A-T1-SOW-001	4/03/2026	Electrical Schedule of Work

I/O Quantities

I/O Count	
IO Type - Hardwired	Qty
Analog Inputs	78
Analog Outputs	27
Digital Inputs	481
Digital Outputs	124
Total Hardwired I/O	710

Control Software Development

The controls software for each process area will be developed based on the Functional Specification (FS) documentation. The FS documents were developed in the previous phase of the project based on the existing process code, and feedback from Camrosa Water District.

Graphics Quantities

Existing Wonderware InTouch graphics will be reused and remapped to the new PLC tags.

3.3 Project Management and Communication Strategy

This section explains administrative expectations for this project.

Project Meetings

The following table is a summary of the estimated and minimum expected quantity of meetings for this project. The contractor's project manager is expected to take and distribute meeting notes within one business day of each meeting.

Meeting Description	Qty
Kickoff Meeting	1
Client Status Meetings	20
Contractor Update Meetings	20
Design Review Meetings	8

Kickoff Meeting

The goal of the Kickoff Meeting is to bring all parties together, establish project communication channels, review project scope, review project schedule, and discuss commercial issues. Document the critical issues and action items discussed in these meetings and authors meeting minutes. With the RoviSys PM leading this meeting, Camrosa Water District and project leaders will gain a thorough understanding of project expectations.

The Kickoff Meeting will occur at the Camrosa Water District facility. A detailed agenda will be created by RoviSys and distributed to the attendees prior to the meeting.

A sample Kickoff Meeting Agenda will include:

- Team Introductions (roles and responsibilities)
- Tour the facility (with contractors)
- Review scope of work (RFP and proposal)
- Review proposal assumptions
- Schedule review (key milestones)
- Discuss project execution plans (prototype, implement, FAT, SAT, validation)
- Discuss risk areas of project

Project Status Meetings

RoviSys will conduct regularly scheduled project status review meetings at a minimum every other week with Camrosa Water District project personnel to review progress and address issues.

Items that will be reviewed during these meetings include:

- Review of previous meeting minutes and project action item log
- Review of project schedule and/or planning documents
- Review & status of scheduled deliverables
- Review of technical and design topics

The agenda of these meetings will be flexible throughout the course of project to address current and upcoming tasks. For example, when the project is close to the on-site phase, the project status meeting will focus on planning and coordination of the on-site activities and downtime requests.

The design review meetings will include drawing updates with the ControlLogix hardware, and the control software review in comparison to the functional specifications.

Schedule

The RoviSys project manager will develop and maintain a detailed project schedule to be reviewed during status update meetings. The project schedule will be developed based on the following milestone dates that have been discussed and agreed on in the kickoff meeting by all parties.

3.4 Services Scope

The following scope items are required to meet the project requirements.

Design Documentation and Drawings

The existing documentation listed in the Basis of Scope section of this proposal shall be as-built, by RoviSys, prior to project completion. The following documents and drawings are included as possible as-builts.

- Functional Specification
- I/O List
- Panel Drawings
 - Layout
 - Power Distribution
 - I/O

Hardware/Software Procurement and Delivery

RoviSys will utilize the Bill of Materials approved in the design documentation from Camrosa Water District. The Bill of Materials includes all project hardware and required software licenses for the system and/or project. RoviSys scope includes the purchase of panels, PLCs, and misc. electrical parts. The table below includes fiber optic equipment that RoviSys will procure that will be installed in the old existing panels by the RoviSys contracted electrical contractor.

Infrastructure Configuration

The following items will be configured by RoviSys to provide the proper control system infrastructure.

Server Configuration

Confirm the existing servers to communicate with the new controllers and field switches.

Network Configuration

RoviSys will provide the following network setup and configuration:

1. Switch in PLC A Cabinet.
2. Switch in PLC B Cabinet.
3. Switch in PLC C Cabinet.
4. Switch in PLC D Cabinet.
5. Switch in PLC E Cabinet.
6. Switch in PLC F Cabinet.
7. Switch in PLC G Cabinet.
8. Switch in PLC H Cabinet.

9. Adjustment to existing infrastructure for new cabinets.

Control Strategy Configuration

The following configuration activities will be completed as defined in the I/O list and the Functional Specification.

The following tasks will be performed:

- Setup the control system and associated networks.
- Configure the I/O database.
- Configure the control strategies.

Control Modules

RoviSys shall utilize the Functional Specifications created in the design phase of this project and Camrosa standard object library for PLC programming.

SCADA Graphics

Although existing SCADA graphics shall not be updated, RoviSys will need to remap all graphics to the new PLCs. Time has been included to loop check and test graphics during commissioning. Pre-existing bugs and SCADA issues shall not be fixed as part of tag mapping. If pre-existing issues are identified, RoviSys shall notify Camrosa and determine if there should be a scope/cost change to implement fix(es).

Historian Configuration

RoviSys will remap and confirm data capture to the Wonderware historian for the collection of all current data points.

Fiber Optic Installation

RoviSys' electrical contractor shall drain out existing underground vaults, pull old cablings, and swab conduits to prepare for the new fiber pull. The electrical contractor will pull the 6 strand OM3 multimode fiber to each existing panel location to create a ring topology. Inside the existing PLC cabinets, the contractor will need to install a fiber patch panel for fiber optic termination, along with a Cisco IE3300 switch. From the IE3300 switch to the new cabinet a CAT6 cable will be pulled to connect to the new PLC.

Panel Installation and Wiring

RoviSys' electrical contractor shall receive, maneuver, and install the new panels in the predetermined areas laid out within the CAMR24A-T1-SOW-001 document. The electrical contractor will do the site prep work needed prior to each panel installation, if necessary, including but not limited to concrete pad pouring, relocation of existing conduits, relocation of lamp posts and footings, relocation of ground wells, temporary bypass wiring, etc. The electrical contractor will install conduits and raceways, along with performing new panel I/O, power, and communication terminations in accordance with the Electrical Schedule of Work.

Test Documentation

RoviSys shall provide the following test documentation detailing all test procedures and test results. The following sections identify the test documents that are expected to be documented and completed.

Panel Test Plan

RoviSys will provide a separate panel test plan for all 8 control panels. A typical panel test plan includes the following tests:

- Verification that each panel has been fabricated as per the approved design package.
- Verification of the functionality of the equipment included within the panels.
- Loop verification from PLC to terminal block.
- Verification that each panel has been appropriately prepared for shipment.

A Panel Test Plan will be submitted for approval by Camrosa Water District prior to the start of each panel test.

Factory Acceptance Test Plan

RoviSys will provide a written Plan for the Factory Acceptance Test (FAT) of each PLC. The FAT test plan guides and documents FAT testing. This will verify that the configured system adequately performs the functions defined in the design documentation prior to onsite testing. A typical FAT test plan will include the following tests:

- Graphics communication
 - Camrosa to provide a SCADA system backup for RoviSys to setup a development environment.
- Control strategy configuration (functionality, startup and shutdown procedures, alarms, interlocks, etc).
- Historian configuration.
- Trending configuration.

Each of the 8 FAT Test Plans will be submitted for approval by Camrosa Water District prior to the start of FAT.

Installation and Commissioning Plan

RoviSys has developed an Installation and Commissioning Plan that defines the approach RoviSys will take during the installation and commissioning of the system. The test document guides and documents onsite testing. Engineering, operations, and maintenance staff from Camrosa Water District have been consulted during development of this plan.

The test document shall be updated to include multiple documents to best serve the format of the tests to be performed. The following installation and commissioning test documents will include:

- Hardware Inspection Checklist
- Loop Checks Form
- HMI Tag update test

- SAT (Control Strategies and System Functionality) Test Plan
- Historian test Plan
- Safety procedures, on-boarding, and training requirements

The installation and commissioning test documents will be submitted for approval by Camrosa Water District prior to the start of Installation and Commissioning.

System Testing

In-House Testing

System testing shall be conducted by the Contractor throughout the course of configuration to verify that the functionality and performance of the system meets the requirement of the Functional Specification. Typical system tests are:

- Control Logic - Control configurations are checked for correct implementation of design functionality, including controller code, computer programs, and custom scripts
- Control Logic integration - installed control configuration and custom code modules are checked for correct inter-operability as specified in the design documentation
- Alarm generation and management
- Systems interfaces
- Data collection and reporting configuration
- Startup and shutdown procedures.

Panel Testing

The purpose of panel testing is to ensure that the panels have been fabricated per submitted and approved design drawing packages. Panel testing is conducted by the panel builder and RoviSys during fabrication and upon final completion of the panels. Panel testing results will be documented in the Panel Test Plans.

Each Panel FAT is estimated to take on average 1 day per panel (16 total) at the panel shop.

Factory Acceptance Test (FAT)

The Factory Acceptance Test provides Camrosa Water District an opportunity to verify that the system is ready for shipment. Results of the FAT will be recorded in the FAT Test Plan.

During FAT, RoviSys will perform the tests and Camrosa Water District representatives witness the tests. FAT is to provide Camrosa Water District input and feedback to the RoviSys team. An issues log is available during the test and a 90% pass rate is anticipated. Any problems, discrepancies, or changes to design or operation are noted in the log. RoviSys uses the time between FAT and system shipment to address the exceptions noted in the FAT Plan.

The FAT is scheduled for 1 day per controller at the RoviSys office.

Onsite Services

RoviSys will deliver a fully functional and tested system per the functional spec, commissioning plan, and test documentation. The following table is the minimum expected onsite time.

Task	Resources	Days
Installation	2	10
Loop Checks	2	14
Commissioning	2	9
Production Support	1	8

Loop Checks

After installation, by the electrical contractor, is complete RoviSys will execute loop checks on the system. Loop checks are performed to ensure that all I/O is properly connected from the field to the control system and appropriately configured. Loop checks require a minimum of two resources to execute and document. Camrosa may request to participate in loop checks; roles will be detailed in the test plans and reviewed with Camrosa Water District.

Commissioning

After loop checks are complete, RoviSys will dry run the SAT per the approved SAT plan. This activity will test the functionality of the system on the actual equipment. During this time, any issues will be identified and resolved prior to the execution of the official SAT.

Site Acceptance Test (SAT)

Following successful commissioning, RoviSys will execute the SAT per the approved SAT plan. The SAT formally tests the functionality of the system on the actual equipment. Completion of the SAT Test Plan and resolution of issues identified will serve as a project milestone to signify final system acceptance by Camrosa Water District.

Startup and Production Support

Following a successful SAT and resolution of any issues found, RoviSys will support the startup of the system to get it to a state that is ready for performance qualification or production. RoviSys will be available 24/7 two weeks after startup for remediation and immediate actions of any system bugs.

Training

RoviSys will provide the following training services.

Maintenance Training and Manual

This Maintenance level training will provide Camrosa Water District with information on how to understand and work with key concepts of the updated control system. Items that are included in this training:

- Project System Architecture
- Troubleshooting Techniques

- Tuning
- Code Navigation

RoviSys allotted 8 hours of training in this proposal as either two 4-hour sessions or a single full day.

Project Closeout

RoviSys will assemble a turn-over package for Camrosa Water District once the project has been successfully delivered. The project turnover package will include electronic copies of the last transmitted, as-built, version of every document and drawing. Both original copies (Word, Excel, CAD) and PDFs shall be provided. The project turnover package will also include the as-installed software configuration files.

The Project Closeout Activities will include a lessons-learned meeting attended by the appropriate Contractor and Camrosa Water District project and management personnel.

3.4 Assumptions

This proposal is based upon the following assumptions:

1. This proposal is based on quantities detailed in the Basis for Proposal section. Quantities in that section are derived from the phase 1 documentation from RoviSys and Camrosa Water District.
2. Equipment and systems will be available when required to support the scheduled field activities without causing any delays. Delays of system availability may impact project schedules or resource availability, as well as price.
3. Field devices including instrumentation, transmitters, sensors, switches or other networking interfaces, network cables, all field wiring, VFDs, motor starters and drives will be procured and installed by others.
4. The programming of field instruments or the verification of field instrument wiring and calibration will be provided by others.
5. Physical installation of control system hardware, wiring, instrumentation, field panels, and HMIs will be performed by others.
6. Support will be required from a qualified resource for any activities that require entry into an electrical panel with an energized feed greater than 120VAC.
7. Conduit for Communication runs to the main control building are existing.
8. New panel mounting pads will be provided by others.
9. RoviSys will select and contract the concrete work for mounting pads.

4 Pricing

RoviSys has estimated, in good faith, the effort and cost of this project. The cost estimate is based on the information provided by Camrosa Water District and on our experience in defining and implementing projects of similar scope and complexity. This project will be invoiced in a fixed price fashion. Outside purchased equipment (OPE) approved by Camrosa Water District will be invoiced at cost plus 10%. Travel and Living (T&L) expenses are billed at actual cost and include mileage, meals and lodging, when required. Fees for commercial portals (e.g. Ariba) required by Camrosa Water District for purchase orders and billing administration will be invoiced at cost.

Pricing Summary Table

Scope Item	Price
Engineering Services - Fixed	\$444,396
Engineering Services - T&M	\$0
Outside Purchased Equipment, Software & Services	\$1,034,792
Mobilization	\$2,250
Proposal Sub Total	\$1,481,438
Tax (7.25%)	\$40,343
Total With Tax	\$1,521,781

Engineering Services Pricing Table

Services Scope - Fixed Price	Price
Project Management	\$58,424
Meetings	\$18,200
Design Documents	\$3,840
Electrical Design	\$12,848
Infrastructure Configuration	\$11,520
Graphics Configuration	\$12,800
Control Configuration	\$81,824
Historian Configuration	\$1,760
Test Documents	\$67,264
In-House Testing	\$29,280
Offsite Testing	\$23,296
Site Support - Install & Loop Checks	\$71,464

Site Support - Commissioning	\$32,760
Production Support	\$12,288
Training	\$5,096
Support Preparation, Onboarding & Training	\$1,732
Fixed Price Services Subtotal	\$444,396

Outside Purchased Equipment & Software Pricing Table

Outside Purchased Equipment & Software	Price	Tax
Network Hardware	\$38,743	\$2,809
Enclosures and Panels	\$483,647	\$34,267
Spare Parts	\$45,061	\$3,267
Shipping	\$17,250	\$0
Outside Purchased Equipment Subtotal	\$584,701	\$40,343

Outside Purchased Services Pricing Table

Outside Purchased Services	Price	Tax
Subcontracted Services	\$450,091	\$0
Outside Purchased Services Subtotal	\$450,091	\$0

Cost Breakout by Panel:

Panel:	OPS - Smith	OPE - Royal	OPE - Bison	Total
A	\$50,460.75	\$46,290.44	\$5,363.60	\$102,114.79
B	\$50,460.75	\$51,787.00	\$5,363.60	\$107,611.35
C	\$53,716.28	\$50,908.29	\$5,363.60	\$109,988.17
D	\$53,716.29	\$62,946.21	\$5,363.60	\$122,026.10
E	\$69,993.95	\$79,498.45	\$5,363.60	\$154,856.00
F	\$76,505.01	\$49,080.75	\$5,363.60	\$130,949.36
G	\$47,205.22	\$48,173.31	\$0.00	\$95,378.53
H	\$48,032.56	\$46,280.75	\$0.00	\$94,313.31
H - Enc	\$0.00	\$11,000.00	\$0.00	\$11,000.00
H - HMI	\$0.00	\$5,500.00	\$0.00	\$5,500.00
	\$450,090.81	\$451,465.20	\$32,181.60	\$933,737.61

5 Bill of Materials

The Bill of Materials includes panels and internals as listed in the Panel Layout drawings. Below is hardware included in this proposal not listed in the panel BOMs.

Qty	Mfg	Part Number	Description
7	AB	1606-XLE480ERZ	24VDC Power Supply
8	Cisco	IE-3200-8T2S-E	Switch
16	Cisco	GCL-SX-MMD	Gb Multimode SFP
8	Cisco	CON-SNT-IE32008E	Extended Service Agreement
8	Corning	CCH-CP12-E4	Connector
8	Corning	SPH-01P	Box
8	ALLEN TEL	GBLC2-D2-05	LC/LC patch cables

Spare Parts List:

Qty	Mfg	Part Number	Description
1	APC	APC SRT1500XLA	POWER SUPPLY
1	APC	APC SURTA48XLBP	RT 48V BAT PK
1	Alan Bradley	AB 1756-TBNH	(20 PIN) SCREW CLAMP BLOCK
1	Alan Bradley	AB 1756-PA72K	AC POWER SUPPLY
1	Alan Bradley	AB 1606-XLS120E	5 AMP 120W24V PWR-SPLY
1	Alan Bradley	AB 4983-DC120-20	20A 120V SURGE & FILTER PROTECTIO
1	Alan Bradley	AB 1783-USP2SG8TG	STRATIX 2100 UNMANAGED ETHERNET SWI
1	Corning	CORNG SPH-01P	12-F WALL-MT ENCLOSURE SINGLE PANEL HOUSING
1	Corning	CORNG SPH-DIN-KIT	DIN RAIL BRACKET, FOR DIN RAILMOUNTING FOR THE SPH01P
1	Corning	CORNG CCH-CP12-E7	12-F CLOSET CONNECTOR HOUSING 6 SC ADAPTER (DUPLEX)
1	Alan Bradley	AB 1756-TBCH	(36 PIN) SCREW CLAMP BLOCK
1	Alan Bradley	AB 1756-IF16K	INPUT MODULE
1	Alan Bradley	AB 1756-IF8K	INPUT MODULE
1	Alan Bradley	AB 1606-XLS240E	240W24V PWR-SPLY
1	Alan Bradley	AB 1756-A10K	CTRLR CHASSIS
1	Alan Bradley	AB 1756-A13K	CTRLR CHASSIS
1	Alan Bradley	AB 1756-A17K	CTRLR CHASSIS
1	Alan Bradley	AB 1756-OF4K	I/O MOD
1	Alan Bradley	AB 1756-A7K	CTRLR CHASSIS
1	Alan Bradley	AB 1756-OX8IK	8PORT OUTPUT MODULE
1	Alan Bradley	AB 1756-IA16K	INPUT MODULE
1	Alan Bradley	AB 1756-IA32K	AC DIGITAL I/O MOD
1	Alan Bradley	AB 1492-CABLE025TBNH	ASSEMBLY CBL
1	Alan Bradley	AB 1756-EN2TK	CMC MODULE

1	Alan Bradley	AB 1756-OF8IK	OUTPUT MODULE
1	Alan Bradley	AB 1756-OW16IK	INPUT MODULE
1	Alan Bradley	AB 1756-L81EK	CTRLR
1	Alan Bradley	AB 1756-L81EXT	LOGIC CONTROLLER
1	Alan Bradley	AB 1606-XLP50E	50W 24-28V PWR SPLY

6 Terms and Conditions

This proposal is valid for 90 days.

See standard RoviSys Terms and Conditions in the previous agreed upon proposal.

If RoviSys is selected for this work please send the purchase order to orders@rovisys.com

Electrical Contractor Addendum:

Camrosa Water District CAMR24A Project

Electrical Scope of Work for Camrosa Water District



Install and test the PLC cabinets at the following locations on site:

1. Panel A – Generator
2. Panel B – Headworks/Influent
3. Panel C – RAS Station-Oxidation Ditch 1
4. Panel D – Oxidation Ditch 2
5. Panel E – Filtration
6. Panel F – Effluent Station
7. Panel G – CSUCI Station
8. Panel H – New

These locations, other than Panel H, each have an existing PLC that will be upgraded to an Allen-Bradley ControlLogix 1756, along with an equivalent set of IO cards that are coated for hazardous locations. Each panel has a set of drawings for a baseline design, layout, and IO count. The installation will include powering each panel, ensuring proper network communication and wiring from each cabinet to the main control room, and IO installation and testing.

The order for installation is at the preference of the Camrosa Water District. Each panel is to be installed next to the existing panels (with the exception of Panel H and Panel G), with 3-5 conduit runs between to accommodate the network connection, power connections and IO's

from the previous panel. The existing terminal blocks and fuses will be used to connect the field wiring from equipment to the new panel and terminal blocks. Within the old panel, a fiber optic patch panel and network switch shall be installed and powered.

Communications wiring in the form of a fiber optic cable and fiber terminations will need to be installed, tested and verified from the existing cabinets to the main control room. The electrical contractor will pull the 6 strand OM3 multimode fiber to each existing panel location. Inside the existing PLC cabinets, the contractor will need to install a fiber patch panel for fiber optic termination, along with a Cisco IE3300 switch. From the IE3300 switch to the new cabinet a CAT6 cable will be pulled to connect to the new PLC.

The pictures and descriptions below should be considered in parallel with the drawings for each location provided. The red indicates existing panel locations, new concrete pad locations and new panel installation locations. Blue lines indicate conduit runs (power, communications and IO). Power, communications and IO will need to be in separate conduit or adequately separated by other means.

7 Schedule of Work

0

Main Control Room



7.1 Panel A - Generator

The location for Panel A would be to the right of existing PLC A cabinet as shown in the picture below. The red square would be the newly built panel and concrete slab, and the blue lines would be the preferred conduit routes into the new enclosure. The conduit entering the existing cabinet would need to be on the side towards the back of the cabinet to be behind the interior cover.

For new panel construction and ideal location for conduit entrances, please refer to the Panel A drawings in the Camrosa Drawing Package.



Panel A (Generator)

- Site Prep & Civil Work
 - No concrete pad extension is required.
 - No light pole relocation required.
- Enclosure Installation & Hardware Mounting
 - Receive, manhandle, and set the new NEMA enclosure cabinet.
 - Mount junction boxes as required for network and fiber transitions.
- Power & Raceway Interconnects
 - Install 3 conduit runs between the existing Panel A and the new Panel A.
 - Route dedicated raceway for power, communications, and I/O.
 - Extend the 480VAC 3-Phase connections from the existing panel to the line side of the 20A breaker on the new panel.
- Fiber Optic Infrastructure & Networking
 - Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - Pull new fiber optic lines from Panel A back to the Main Control Room using the existing underground ducts. (if available)
 - Perform fiber end splicing, termination, and testing.
 - Mount the RoviSys/Camrosa-furnished Cisco IE3300 network switch and Corning fiber patch panel inside the old Panel A cabinet.
 - Pull a CAT6 ethernet jumper cable from the newly installed Cisco switch in the old cabinet over to the ControlLogix controller in the new cabinet.
- I/O Cutover Preparation
 - Gut the necessary internal components of the old Panel A so it can serve as a junction box.
 - Prepare the existing fuse blocks and terminal blocks in the old cabinet to act as jumpers for the field I/O wiring transferring over to the new cabinet.

7.2 Panel B – Headworks / Influent

For Panel B, the ideal location would be on the right side of the existing enclosure. Since there is an access point on the pad, the enclosure cannot interfere with the ability to open and close that ground enclosure. The conduit that goes from the existing PLC to the new PLC will need to run out the RHS of the existing enclosure. Keeping in mind the size and quantity of conductors, and the separation of network (Fiber Optic or CAT6) from power conductors and IO conductors.

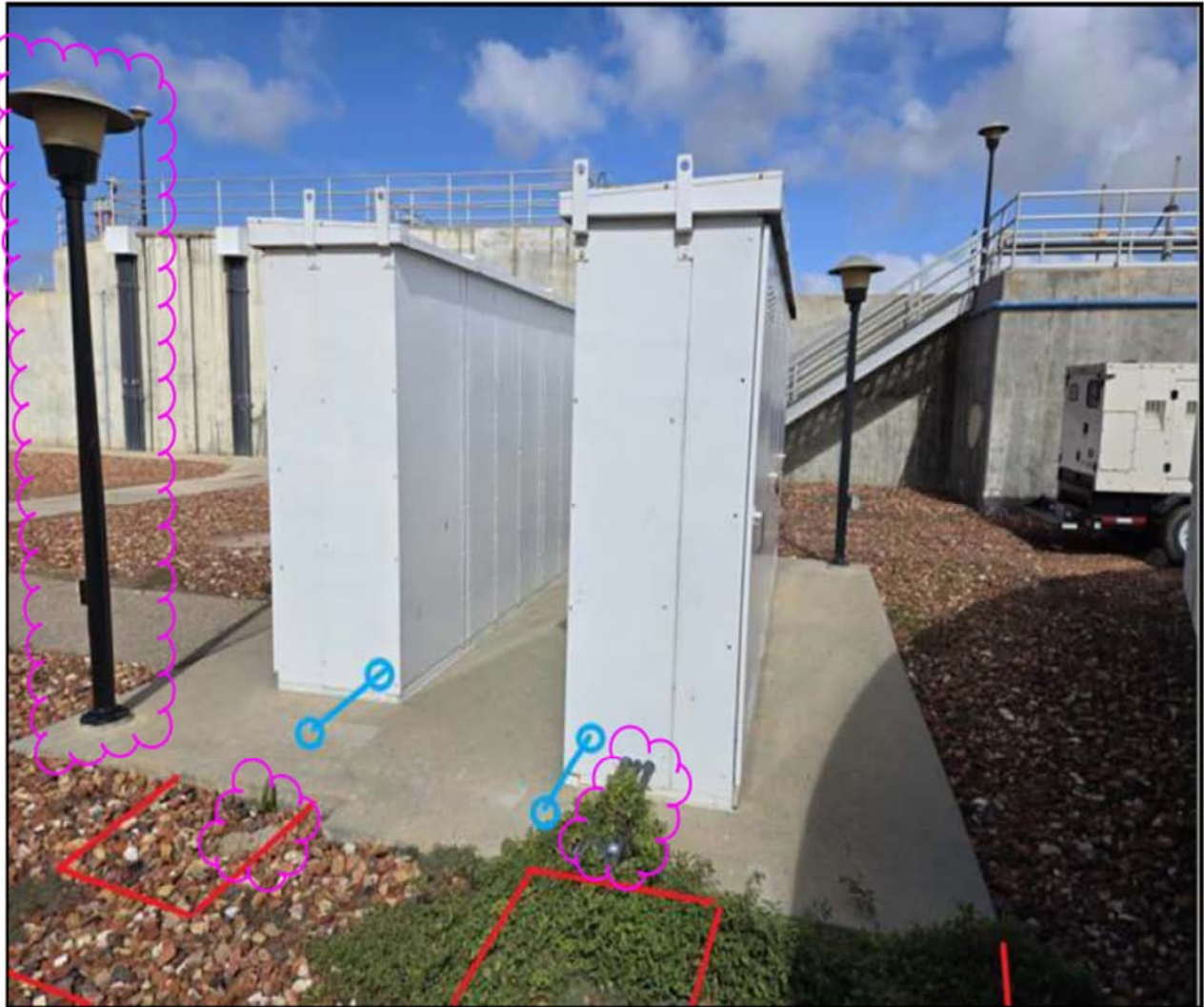


Panel B (Headworks Influent)

1. Site Prep & Civil Work
 - a. No concrete pad extension is required.
 - b. No light pole relocation required.
2. Enclosure Installation & Hardware Mounting
 - c. Receive, manhandle, and set the new NEMA enclosure cabinet.
 - d. Mount junction boxes as required for network and fiber transitions.
3. Power & Raceway Interconnects
 - e. Install 3 conduit runs between the existing Panel B and the new Panel B.
 - f. Route dedicated raceway for power, communications, and I/O.
 - g. Extend the 480VAC 3-Phase connections from the existing panel to the line side of the 20A breaker on the new panel.
1. Fiber Optic Infrastructure & Networking
 - h. Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - i. Pull new fiber optic lines from Panel A back to the Main Control Room using the existing underground ducts. (if available)
 - j. Perform fiber end splicing, termination, and testing.
 - k. Mount the RoviSys/Camrosa-furnished Cisco IE3300 network switch and Corning fiber patch
2. panel inside the old Panel A cabinet.
 - a. Pull a CAT6 ethernet jumper cable from the newly installed Cisco switch in the old cabinet over to the ControlLogix controller in the new cabinet.
3. I/O Cutover Preparation
 - a. Gut the necessary internal components of the old Panel A so it can serve as a junction box.
 - b. Prepare the existing fuse blocks and terminal blocks in the old cabinet to act as jumpers for the field I/O wiring transferring over to the new cabinet.

7.3 Panel C and D – RAS Station / Oxidation Ditch 1 and Oxidation Ditch 2

Panel C and Panel D are on the left and right side respectively of the following picture:



Relocate Light pole

Raise Ground Well

Re-route existing conduits



For conduit entrances on the new panels, reference the Camrosa Drawing Package. The conduit should enter the existing cabinets toward the back of the cabinet to avoid interfering with the inside cover. The new cabinets will mount on a concrete slab formed and poured by the electrical contractor, and the conduit will run between the two locations. The new panels should be mounted as close as possible and in-line to the existing cabinets. An access hole, pictured in the red square on the left side of the picture, shall be extended upwards by the electrical contractor to maintain it flush with the new concrete slab. The light post closest to Panel C will be relocated by the electrical contractor to ensure that Panel C's door is not restricted when opening. Existing conduits will be re-routed.

1. Panels C & D (RAS Station/Oxidation Ditches 1 & 2)
1. Site Prep & Civil Work (Combined Scope)
 - a. Verify access and footprint constraints for pouring the new pad.
 - b. Relocate the existing light pole on the shared slab to maintain proper equipment clearances for the new panel footprints.
 - c. Relocate conduits and ground well.
 - d. Form and pour the new, extended concrete pad adjacent to the existing Panels C and D.
2. Enclosure Installation & Hardware Mounting
 - a. Receive, manhandle, and set the two (2) new NEMA enclosures (Panel C and Panel D, procured and provided by RoviSys) onto the newly extended concrete pad.
 - b. Mount junction boxes as required for network and fiber transitions.
3. Power & Raceway Interconnects
 - a. Install 3 conduits runs between the existing cabinets and the new cabinets for both Panel C and Panel D.
 - b. Route dedicated conduits for power, communications, and I/O for each respective panel.
 - c. Extend the 480VAC 3-Phase connections from the existing panel to the line side of the 20A breaker on the new panel.
4. Fiber Optic Infrastructure & Networking
 - a. Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - b. Pull new fiber optic lines from Panel A back to the Main Control Room using the existing underground ducts. (if available)
 - c. Perform fiber end splicing, termination, and testing.
 - d. Mount the RoviSys/Camrosa-furnished Cisco IE3300 network switch and Corning fiber patch panel inside the old Panel A cabinet.
 - e. Pull a CAT6 ethernet jumper cable from the newly installed Cisco switch in the old cabinet over to the Contrologix controller in the new cabinet.
5. I/O Cutover Preparation
 - a. Gut the necessary internal components of the old Panel A so it can serve as a junction box.
 - b. Prepare the existing fuse blocks and terminal blocks in the old cabinet to act as jumpers for the field I/O wiring transferring over to the new cabinet.
 - c. Verify and safely separate I/O mapping during transfer, strictly noting any mixture of 120VAC Digital
6. Inputs and 24VDC I/O cards to prevent crossed voltages.

- a. Coordinate bypass timing with operations for the following specific processes:
 - i. Panel C (Oxidation Ditch 1): RAS Pump, Scum Pump, Aerator 1-2, Anoxic Mixer, Sludge Collector, Plant Lights.
 - ii. Panel D (Oxidation Ditch 2): WAS Motor Valve, RAS Pump 2-3, Scum Pump 2, Aerator 3 and 4, Sludge Collector 2, Anoxic Mixer 2, Plant Lights.

7.4 Panel E – Filtration

The electrical contractor will verify existing curb and structural integrity to support new enclosure. The new cabinet can be mounted to the right of the existing cabinet. Primary Option: The existing piping containing all of the IO's will need to be rerouted to a new junction box so that the existing conduit and pull box can be removed before the install of the new panel.



Alternatively, if it is preferred to keep some IO's connected to the old controller, and bring only some of the IO's to the new controller, then the conduit can be run independently from the top end of the existing cabinet, allowing for partial cabinet cutover depending on the customers' requirements. Electrical contractor will coordinate the bypass timing with operations to power specific panel E equipment that may need to be powered during cutover.





Panel E (Filtration):

Scope of Work / Electrical Execution Checklist: Panel E (Filtration)

1. Site Prep & Civil Work
 - a. Verify the existing curb and structural integrity to support the new enclosure.
 - b. Form and pour the new, extended concrete pad adjacent to the existing Panels E.
2. Enclosure Installation & Hardware Mounting
 - c. Receive, manhandle, and set the new NEMA 3R non-walk-in enclosure (procured and provided by RoviSys/Bison Fabrication) onto the newly extended concrete pad.
 - d. Mount junction boxes as required for network and fiber transitions.
3. Power & Raceway Interconnects
 - a. Existing Conduit Reroute (Primary Option): Reroute the existing conduit coming out of the building into a newly installed junction box. Remove the old conduit and pull box to clear space for the new panel installation, then pipe from the new junction box directly into the new Panel E.
 - b. Existing Conduit Reroute (Alternative Option): If Camrosa prefers a partial cutover (leaving some I/O on the old controller), run independent conduit from the top of the existing cabinet over to the new cabinet.
 - c. Install 3 conduit runs between the existing Panel E and the new Panel E for power and communications.
 - d. Extend the incoming 480VAC 3-Phase connections from the existing distribution panel to the line side of the 20A breaker on the new panel.
4. Fiber Optic Infrastructure & Networking
 - a. Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - b. Pull new fiber optic lines from Panel E back to the Main Control Room using the existing underground ducts.
 - c. Perform fiber end splicing, termination, and testing.
 - d. Mount the RoviSys/Camrosa-furnished Cisco network switch and Corning fiber patch panel inside the old Panel E cabinet.
 - e. Pull a CAT6 ethernet jumper cable from the newly installed Cisco switch in the old cabinet over to the ControlLogix controller in the new cabinet.
5. I/O Cutover Preparation
 - a. Gut the necessary internal components of the old Panel E so it can serve as a junction box.
 - b. Prepare the existing fuse blocks and terminal blocks in the old cabinet to act as jumpers for the field I/O wiring transferring over to the new cabinet.

- c. Process Equipment Verification: Coordinate bypass timing with operations for the following specific Panel E equipment:
6. Filter Equal Pump 1-3
 7. Plant Water Pump 1-2
 8. Cl-2 Pump 1-10
 9. Chlorine Flash Mixer
 10. Coagulant Flash Mixer
 11. Hydro Compressor
 12. Plant Lights

7.5 Panel F – Effluent Station

Panel F for the Effluent station has the existing PLC located on the right side of the larger cabinet. A new concrete pad (red) and the piping on the new cabinet (blue) will be next to the existing cabinet. The locations are shown in the pictures below. The conduit going into the new cabinet will need to enter the side of each cabinet, see Panel F drawings for details. The electrical contractor will relocate the lamp post and footing to ensure they do not restrict the opening of Panel F's door. Additionally, the electrical contractor will relocate conduits and ground well. Coordinate bypass timing with operations for specific panel F equipment.





Relocate Light pole

Re-route existing conduits

Raise Ground Well



Back View

Extend Concrete Pad

Panel F (Effluent Station)

1. Site Prep & Civil Work
 - a. Verify access and footprint constraints for pouring the new pad.
 - b. Relocate the existing light pole on the shared slab to maintain proper equipment clearances for the new panel footprints.
 - c. Relocate conduits and ground well.
 - d. Form and pour the new, extended concrete pad adjacent to the existing Panel F.
2. Enclosure Installation & Hardware Mounting
 - a. Receive, manhandle, and set the two (2) new NEMA enclosures (Panel C and Panel D, procured and provided by RoviSys) onto the newly extended concrete pad.
 - b. Mount junction boxes as required for network and fiber transitions.
3. Power & Raceway Interconnects
 - a. Install 3 conduits runs between the existing cabinets and the new cabinets for both Panel C and Panel D.
 - b. Route dedicated conduits for power, communications, and I/O for each respective panel.
 - c. Extend the 480VAC 3-Phase connections from the existing panel to the line side of the 20A breaker on the new panel.
4. Fiber Optic Infrastructure & Networking
 - a. Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - b. Pull new fiber optic lines from Panel A back to the Main Control Room using the existing underground ducts. (if available)
 - c. Perform fiber end splicing, termination, and testing.
 - d. Mount the RoviSys/Camrosa-furnished Cisco IE-3200 network switch and Corning fiber patch panel inside the old existing Panel F enclosure.
 - e. Pull a CAT6 ethernet jumper cable from the newly installed Cisco switch in the old cabinet over to the new ControlLogix controller in the new cabinet.
5. I/O Cutover Preparation (The Bypass Strategy)
 - a. Gut the necessary internal components of the old Panel F so it can serve as a junction box.
 - b. Prepare the existing fuse blocks and terminal blocks in the old cabinet to act as jumpers for the field I/O wiring transferring over to the new cabinet.
 - c. Process Equipment Verification (Priority 1 Cutover): Coordinate bypass timing with operations for the following specific Panel F equipment, keeping in mind this is the first system going live:
 - i. Effluent Station MOV

- ii. Effluent Pumps 1-3
- iii. Aerators
- iv. Alarms & Messaging integration

7.6 Panel G – CSUCI

For Panel G, cutting over the entire panel at once is preferred by Camrosa. The electrical contractor will coordinate with operations to determine maximum allowable downtime window for panel G. The panel backplane will need to match the existing backplane. The old IO and power components will need to be removed, and the new backplane will be put in its place, with the IO's being re-terminated in the new locations. The contractor will re-terminate existing 480VAC connections to the line side of the new 20A main breaker on the newly installed backplane. Ensure all internal grounding meets site standards. A network switch and FO patch panel will need to be mounted on the new backplane and utilize the same power source as the rest of the new backplane.



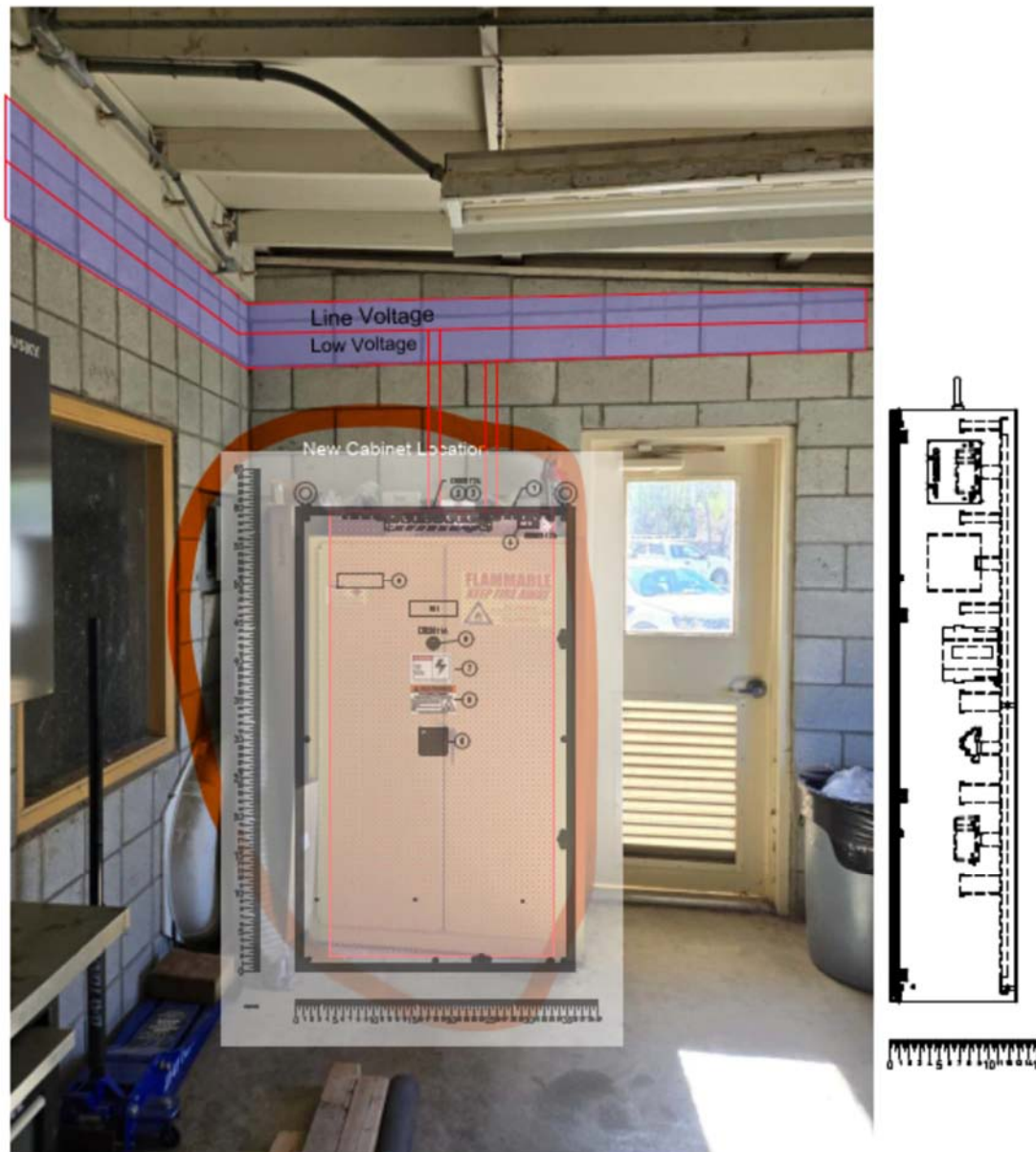
Panel G (CSUCI Station)

1. Site Prep & Downtime Scheduling
 - a. No civil work, concrete pads, or external conduit required.
 - b. Coordinate with Camrosa Operations to determine the maximum allowable downtime window for this station.
 - c. Schedule execution for a graveyard or weekend shift to accommodate the "all-at-once" cutover without disrupting plant operations.
2. Demolition & Backplane Swap
 - a. Perform Lockout/Tagout (LOTO) and safely disconnect all existing field I/O and incoming power.
 - b. Remove and dispose of the outdated I/O, power components, and the existing backplane.
 - c. Install the new, RoviSys-built backplane into the existing cabinet. Verify the new backplane matches the existing backplane mounting footprint.
3. Power & Raceway Interconnects
 - a. Re-terminate the existing incoming 480VAC 3-Phase connections to the line side of the 20A Main Breaker on the newly installed backplane.
 - b. Ensure all internal grounding meets site standards.
4. Fiber Optic Infrastructure & Networking
 - a. Drain out existing underground vaults, pull out old cabling, and swab conduits to prepare for the new fiber pull.
 - b. Pull new fiber optic lines from Panel G back to the Main Control Room using the existing underground ducts.
 - c. Perform fiber end splicing, termination, and testing.
 - d. Mount the RoviSys/Camrosa-furnished Cisco IE-3200 network switch and Corning FO patch panel directly onto the new backplane's DIN rail.
 - e. Wire the newly mounted network switch to utilize the same power source as the rest of the new backplane.
5. I/O Cutover
 - a. Re-terminate all existing field I/O directly into their new designated locations on the new backplane terminal strips.
 - b. Verify complete functionality of the following CSUCI Station equipment upon system reboot:
 - i. Effluent Station MOV (Motor Operated Valve)
 - ii. Effluent Pump 1
 - iii. Effluent Pump 2
 - iv. Effluent Pump 3
 - v. Tank on Hill Level & Flow Transmitters

- vi. Omnex Radio Link
- vii. Alarms & Messaging integration

7.7 Panel H – New

Panel H will be located inside the equipment room, across the road from the control room. When entering the equipment room, the wall section just to the right would be the preferred mounting location for the new cabinet. The equipment connected to PLC H is located within the same room the enclosure will be mounted in. Unlike the other PLC enclosures, this PLC will be wall mounted. The equipment is currently connected to PLC E, and will need to be re-landed to PLC H. The electrical contractor will install an electrical gutter trough that will run along the upper inside of the equipment room. The gutter trough will have a divider to separate power and control wiring. Pipe and wire from the existing equipment to the new PLC cabinet will be required. FO will need pulled from PLC E to a patch panel inside the room. Spare conduit located on the exterior of the building will be used for FO. Piping into the building from the spare conduit will need to be installed to allow access to FO. Mount the new network switch and Corning FO patch panel inside the new panel H enclosure.



Panel H (New Process)

1. Site Prep & Mounting
 - a. No concrete pad required. This enclosure is wall-mounted indoors.
 - b. Confirm with site if the new wall-mount location dictates a NEMA 4X Fiberglass enclosure over the standard mild/galvanized steel.
 - c. Receive, manhandle, and mount the new wall-mounted enclosure (procured and provided by RoviSys) to the right-side wall upon entering the equipment room.
 - d. The HDMI screen installation is not part of this scope. The HDMI will be broken out.
2. Raceway & Infrastructure (Add Alternate)
 - a. Furnish and install a continuous, double-barrier surface raceway (gutter trough) along the upper inside perimeter of the equipment room to separate LV/communications and 120V/480V power.
 - b. Install new conduit drops from the newly installed gutter trough directly to the field equipment located within the room.
 - c. The six existing 1" pipes currently running from Panel E do not need to be relocated.
3. Power Interconnects
 - a. Install new conduit and wire to provide incoming 120VAC power to the new enclosure.
 - b. Terminate incoming power to the line side of the 20A breaker (CB82003A) on the panel backplane.
 - c. The APC UPS (SURTA1500XL) and Battery Pack will be floor-mounted externally to the enclosure and hardwired.
4. Fiber Optic Infrastructure & Networking
 - a. Utilize the existing spare conduit located on the exterior of the building for the fiber optic run.
 - b. Install new piping from the exterior spare conduit into the building to allow access for the FO cable.
 - c. Option (A): Pull new fiber optic cable from Panel E to the new network patch panel inside the equipment room H.
 - d. Option (B): Pull new fiber optic cable from Main Control Room to the new network patch panel inside the equipment room H. (If Available)
 - e. Perform fiber end splicing, termination, and testing.
 - f. Mount the RoviSys-furnished Cisco IE-3200 network switch and Corning FO patch panel inside the new Panel H enclosure.
5. I/O Cutover & Equipment Re-landing
 - a. Disconnect the existing process equipment in the room from Panel E.

- b. Re-land the field wiring from the local equipment directly into the new Panel H terminal strips.
- c. Coordinate with operations to ensure all re-landed equipment communicates properly with the new controller.

Board Memorandum

May 26, 2026

To: Board of Directors

From: Norman Huff, General Manager

Subject: Outreach Communications Plan Update, May 2026

Objective: Provide the Board with a report/update from the Outreach Ad hoc Committee on the Outreach Communications Plan progress.

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

Background: The District is currently in the process of developing an Integrated Master Plan with projects and initiatives characterized into two categories 1) Water Supply, and 2) Existing Infrastructure Improvements. Moving forward with preliminary work on the development of an Integrated Master Plan it was determined that the projects and initiatives would require a significant commitment of time and resources for the District. In order to ensure that this level of investment would have the support of the community, ratepayers, and stakeholders, the Board reached a consensus that community communication, outreach, and engagement was essential. To further this work, an Outreach Ad hoc Committee was formed. Directors West and Nelson comprise that committee. This committee was tasked to help further refine the District's objectives and priorities for the gathering of input regarding the Master Plan development as well as the community's values and priorities for associated projects and initiatives.

In August 2025, Staff developed and released an Outreach RFP and received multiple proposals. Staff and the committee interviewed the top two consulting firms and recommended the selection of HDR. HDR's proposal detailed three outreach, communication, and engagement phases or tasks:

- 1) Input gathering to ascertain the value Camrosa's customers place on the water and wastewater services provided as well as the value of strategic planning to further District goals of water supply independence, infrastructure reliability, drought impact mitigation, and fiscal responsibility. Input gathered will influence the Integrated Master Plan development.
- 2) Introduction of the Integrated Master Plan in draft form for District customers to be able to provide their input on the proposed values gained, implementation, and potential rate impacts.
- 3) Development of an ongoing community engagement and communication plan for the District.

On November 13, 2025, the Board authorized an award to HDR for Task 1

Staff met with the Outreach Ad hoc Committee on January 12, 2026, and reviewed HDR's Task 1 Communications Plan and refined Task 1's Key Messages.

Current Report: Staff met with the Outreach Ad hoc Committee on February 4, March 9, April 8, and most recently on May 13, 2026. The Committee reviewed HDR's Task 1 progress, particularly the evaluations of the survey, focus group, and community meeting.

The schedule for elements of Task 1 include the following:

- Modified website – early January (Camrosa product);
- Survey – started March 3, ended April 30;
- Flyer – March 14;
- Postcard to support survey – March 16 (Camrosa product);
- Spring Newsletter –March 22;
- Focus Group –April 7;
- Video – April 7;
- Bill insert – April 10 (Camrosa product);
- Community Meeting –April 30;
- Social media – ongoing (Camrosa product).

A significant portion of the Master Plan Workshop on May 28th will focus on presenting the evaluation of HDR on what was learned through the Task 1 outreach efforts and how to integrate that information into the development of the *Integrated Master Plan*.

The committee will meet next on June 10th.

Board Memorandum

May 26, 2026

To: Board of Directors
From: Norman Huff, General Manager
Subject: **Master Plan Update, May 2026**

Objective: Provide the Board with a report/update from the Master Plan Ad hoc Committee on the Master Plan progress.

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

Background: Woodard & Curran (W&C) was hired in 2022 to develop a Near-Term Capital Improvement Plan related to the District's existing infrastructure, as well as perform a Water Resources Planning Analysis to identify potential water supply project options that can reduce the District's reliance on imported water. A Technical Memorandum (TM) for the Near-Term Capital Improvements Plan was submitted on November 17, 2023. A TM for the Water Resources Planning Analysis was submitted on July 26, 2024.

On August 22, 2024, the Board held a Master Plan Workshop to provide a forum for discussion of District priorities and strategies related to the proposed implementation of the recommendations made in the TMs. Staff presented their rationale for prioritization and implementation of CIP projects listed in the Near-Term Capital Improvements Plan and Water Resource Planning Analysis TMs. As the result of discussions involving the Board and Staff, projects recommended in the TMs were characterized into two categories 1) Water Supply, and 2) Existing Infrastructure Improvements. The Board and Staff reached a consensus on the projects that would be immediately pursued and those that would need additional analysis and/or preliminary design. The phased approach developed for the Water Supply projects was key to moving forward with the implementation of Phase I and II elements of the program. Consensus on the prioritization of Near-Term Capital Improvements has allowed Staff to move forward with the high-priority Existing Infrastructure Improvement projects.

In early 2025, feedback from the Board indicated that in order to further the work of the Master Plan development with the associated projects and initiatives, a Master Plan Ad hoc Committee should be formed. Directors Foreman and Hoag comprise that committee. These meetings continue to further refine the District's objectives and priorities for the Master Plan document as well as associated projects and initiatives. Staff met most recently with the Master Plan Ad hoc Committee on May 15th.

Attachment:

- *Master Plan/CIP Committee – May 26, 2026, Report*

Master Plan/CIP Committee – May 26, 2026 Report

The Master Plan/CIP Committee met on the following dates April 2, 10, 20 and May 15, 2026. The primary purpose of these meetings was to follow-up on the status of the 3 Task Orders to the Program Manager, Review Inputs to the Clean Energy Capital Financial Pro forma, and review status of the Integrated Master Plan. Below are highlights from these meetings.

A. Review Status and Results of 3 Task Orders to Program Manager

1. The committee has provided feedback to staff and the Program Manager on project cost estimates. The Program Manager and staff have critically reviewed project cost estimates for the top (near-term) 35 projects and believe these estimates reasonably reflect their best estimates based on available information, which includes Class 3 estimates where Preliminary Design Reports (PDRs) are available and Class 5 estimates for all others. The Program Manager has included factors for all soft costs, such as design, construction management, project management, environmental, permitting and other administrative costs projections to provide as complete a cost as reasonable. The Program Manager has developed a tool that allows a look at cost sensitivities to implementation schedule, alternative soft cost factors, contingencies etc. This tool can be used to provide real-time interactive assessments, which can be used in Board meetings or special public meetings.
2. The MP/CIP Committee provided feedback to staff and the Program Manager on project schedules. The Program Manager and staff have critically reviewed project schedules to identify key milestones and critical path issues for project implementation. The Committee noted that the overall Integrated Master Plan project schedule is front-end loaded, meaning many projects and expenditures appear to be implemented in the first 5 to 10 years. The Committee asked that staff and the Program Manager examine distributing program implementation in a way that smooths expenditures and use of resources.
3. The same tool used for doing sensitivity analyses of project costs can be used to assess sensitivity of project schedules. This tool can be used to provide real-time interactive assessments, which can be used in Board meetings or special public meetings. This tool is expected to be used at a special Board workshop to discuss the Integrated Master Plan implementation plan. The date of this workshop is to be determined.

B. Status of Clean Energy Capital (CEC) Pro Forma

1. Camrosa staff completed an independent preliminary estimate of future water supply costs based on demands of 7,500 AF. Very preliminary results suggested that the Water Resources Development Program, using almost exclusively local water resources, is competitive with Camrosa's current supply mix that relies on

imported water. However, recent updates to project cost estimates have increased the projected water supply costs under the Water Resources Development Program. At the same time, Metropolitan and Calleguas have been working on updates to imported water costs, which show significant increases to those costs as well. The Committee and staff will continue to update the cost projections to share with the full Board at a future Board workshop. Part of the assessment will include feedback/input from the Water Resources Allocation Program, which looks to maximize benefits to all Camrosa customers.

2. The Committee noted that the draft Urban Water Management Plan (UWMP) shared with the Board shows a substantial decrease in projected water demands compared to the 2020 UWMP. Projected potable water demands look to be less than 7,000 AFY as opposed to 7,500 AFY.
3. Camrosa staff will provide CEC updated projected project cost estimates and schedules from Item A.1 above and findings from A.2. for input to CEC's capital and O&M costs projections. At the May 15th meeting, staff provided the Committee with a detailed breakdown of their approach to generating the data needed to be supplied to CEC. Staff will provide the Committee with their completed cost projections prior to submittal to CEC. CEC will use this input to develop the next draft of the Financial Pro Forma, which is expected by the end of May.
4. Two scenarios are provided in the CEC Pro Forma: one assuming only rehabilitation/repair/replacement projects (referred to as Essential Projects in the Pro Forma) and one with these projects plus the addition of the Water Resources Development Projects. CEC's scope does provide for additional iterations. CEC's Pro Forma report will be provided to the Board prior to the proposed May Board workshop.

C. Update on Integrated Master Plan

1. The Committee provided feedback and review comments on the revised draft of the Integrated Master Plan. There were concerns expressed that the discussions related to potential expansion of the nonpotable system may be overstated. There has not been a complete study of the feasibility, analysis of benefits nor analysis of equities from expanding the nonpotable system. Staff agreed the discussion of the potential expansion of the nonpotable system needs much more work to be clear on the work that needs to be done, so as to not set unreasonable expectations. There was discussion of retaining a consultant as part of the Water Resources Allocation Plan to develop a more detailed analysis of selected water resource allocation alternatives in order to better compare costs and benefits of alternative allocations.

2. Woodard & Curran has provided parts of Section 8 – Implementation Plan. They are waiting on the Program Manager to provide the final draft project cost estimates and schedule. They are also waiting on input from District staff and the Outreach consultant to incorporate stakeholder outreach.
3. Staff will prepare a schedule, including key milestones for finishing the Integrated Master Plan and present this information at the Board Workshop on May 28th.

D. Follow-up Items

1. Staff will post the most recent project inventory, cost estimates, and schedules on the SharePoint server for the Committee to access and review.
2. Staff will finalize project costs and schedules and O&M inputs to be provided to CEC and post their final draft to the SharePoint site for the Committee to review, prior to sending to CEC for their use.
3. Staff will develop a schedule and key milestones for completing the Integrated Master Plan, which will be presented at the Board workshop on May 28th.
4. The General Manager will develop a plan of study for WRAP for discussion with the Board at the May 28th workshop.
5. Next meeting will be scheduled some time after the May 28th Board workshop.

Read File

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

- A. Change Order Listing
- B. Cash Balances (as of 4/2026)
- C. 2026 Board Calendar

CURRENT PROJECT CHANGE ORDERS

Project #	PW/Agreement#	PO#	Project	Total Project Budget	Available Budget	Contractor	Award Date	Brd/Gmgr	Change Order	Original Bid	Negotiated Value	Scope of Services/Change Order Description
550-23-01			Collection System Hotspots	\$ 2,430,000.00	\$325,784.68							
	2024-90	FY24-0180-R1				Cannon	2/22/2024 BD				91,514.00	Engineering design services
							4/23/2025 GM	CO#1			13,890.00	Additional sewer investigation and bid phase services
							6/24/2025 BD	CO#2			24,944.00	Construction phase support services
											130,348.00	
	SW 25-02	FY26-0120				J. Vega	6/24/2025 BD				1,830,818.00	Repair sewer collection hotspots
							12/11/2025 GM	CO#1			79,355.00	Calleguas Creek Hotspots: 137 feet of 8" sewer pipe
											1,910,173.00	
550-25-01			CWRP PLC- Engineering Phase	\$ 300,000.00	\$75,386							
		FY25-0077				Rovisys	9/26/2024 BD				196,650.00	
							7/22/2025 BD	CO#1			27,964.00	
											224,614.00	
550-25-02			CWRP Power Distribution Rehabilitation	\$ 250,000.00	\$31,301.90							
	2025-103	FY25-0112				Cannon	11/7/2024 BD				182,140.00	Phase 1: Design and bid phase services
							4/23/2025 GM	CO#1			6,869.00	Updated power study
							10/14/2025 BD	CO#2			14,960.00	Onsite field investigation
							5/11/2026 GM	CO#3			9,074.00	Onsite field investigation additional services
											213,043.00	
550-25-03			Lift Station No. 4	\$ 2,175,000.00	\$218,460.04							
	2025-94	FY25-0075				MKN & Associates, Inc.	9/12/2024 BD				165,910.00	Engineering design services
							3/14/2025 GM	CO#1			8,060.00	Surveying services
							1/6/2026 BD	CO#2			41,782.00	Engineering support services
							1/30/2026 GM	CO#3			10,000.00	Engineering design services - Weather structure for electrical equip
											225,752.00	
550-26-01			Sewer Lift Staton No. 2 Refurbishment	\$ 235,000.00	\$24,061							
		FY26-0139				MKN & Associates, Inc.	11/13/2025 BD				195,939.00	Engineering design services
							2/24/2026 GM	CO#1			15,000.00	Engineering design services - Weather structure for electrical equip and block wall support
											210,939.00	
600-24-01			PV #2 Iron/Magnese Removal	\$ 2,190,000.00	\$112,055.30							
	PW 25-01	FY25-0286				Filanc	4/24/2025 BD				1,682,895.00	
							6/10/2025 GM	CO#1			6,635.07	Additional pipe support and concrete pads
							10/8/2025 GM	CO#2			14,229.45	Driveway replacement
							10/22/2025 GM	CO#3			8,388.72	Extra paving adjacent to filter pad
							1/30/2025 GM	CO#4			25,896.04	Relocate existing sewer utilities
											1,738,044.28	
600-24-03			University Well #2	\$ 2,200,000.00	\$224,232.80							
	2025-102	FY25-0108				Cannon	10/24/2024 BD				206,028.00	
							6/10/2025 BD	CO#1			49,048.00	Engineering design electrical and controls
											255,076.00	
	2024-88 Amend #1	FY24-0176				Geoscience Support Services	2/8/2024 BD				76,244.00	Hydrogeological services
							9/9/2025 BD	CO#1			124,522.00	Geohydrologic support and inspection services
											200,766.00	
750-25-01			Santa Rosa Well #10 Rehabilitation	\$ 965,000.00	\$40,450.33							
		FY25-0328				General Pump	6/10/2025 BD				354,966.00	
							8/5/2025 GM	CO#1			15,427.00	Well survey
							8/12/2025 BD	CO#2			243,309.36	Well liner
											613,702.36	
900-18-02			CWRP Dewatering Press	\$ 4,164,100.00	\$235,932.65							
	S 25-01	FY24-0279				Pacific Hydrotech	5/13/2024 BD				3,477,890.00	
							6/17/2025 GM	CO#1			26,863.12	Electrical conduit, HSS columns, drain line, and slurry seal
							10/9/2025 GM	CO#2			1,008.18	Breaker Upgrade
							2/6/2026 GM	CO#3			13,566.72	Line tie-in relocation
											3,519,328.02	
52-50230			Valencia Well PDR	\$177,782.00	\$938.35							
		FY25-0233				MNS Engineers, Inc.	2/27/2025 BD				152,857.00	Engineering design services
							11/21/2025 GM				24,925.00	Additional engineering design services
											177,782.00	
10-50230			Master Plan Outreach	\$157,114.00	\$122,974.11							
	2026-91	FY26-0160				HDR	11/18/2025 GM				17,245.00	
							12/9/2025 BD				139,869.00	Task 1 - Master Plan Input Gathering and Analysis
											157,114.00	
10-50230			Master Plan Program Management	\$421,232.00	\$91,528.81							
	2026-75	FY26-0079	To be issued on task order basis			MNS Engineers, Inc.	9/23/2025 BD				90,852.00	Task 1 - Team Integration and Workflow Plan
							9/23/2025 BD				89,620.00	Task 2 - Master Plan Implementation Schedule
							9/23/2025 BD				193,260.00	Task 3 - Cost Estimating / Cost Validation
							12/9/2025 BD				17,860.00	Task 5 - Design Review Services
							12/9/2025 BD				29,640.00	Task 6 - Construction Management for Sewer Hotspots Project
											421,232.00	

FUNDS FY 25-26

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	Invested %	Notes
UNRESTRICTED FUNDS												
Investments												
LAIF	6,803,705.31	6,083,705.31	6,083,705.31	6,756,455.12	7,206,455.12	7,206,455.12	6,428,448.40	6,428,448.40	6,028,448.40	6,094,856.40	15%	1,5
PERSHING, LLC (T- Bills, Notes)	34,530,651.09	34,530,651.09	35,039,019.92	35,039,019.92	35,039,019.92	35,039,019.92	35,039,019.92	35,039,019.92	34,771,222.74	34,771,222.74	85%	
	41,334,356.40	40,614,356.40	41,122,725.23	41,795,475.04	42,245,475.04	42,245,475.04	41,467,468.32	41,467,468.32	40,799,671.14	40,866,079.14	100%	
Operating Accounts												
U.S BANK DEPOSIT ACCOUNT	898,146.77	2,206,347.08	208,842.01	977,852.47	841,717.67	1,029,795.90	159,942.40	86,229.58	614,835.71	500,335.46		
U.S BANK DISBURSEMENTS ACCOUNT	1,057,604.93	93,286.62	588,472.36	872,810.22	619,991.45	542,450.94	2,134,204.30	1,862,940.88	1,014,973.19	1,166,749.52		
BANK OF AMERICA-RTL ACCOUNT	225,055.63	428,469.28	719,432.59	363,741.44	242,133.16	628,065.39	326,483.18	392,968.97	80,966.28	274,021.97		
	2,180,807.33	2,728,102.98	1,516,746.96	2,214,404.13	1,703,842.28	2,200,312.23	2,620,629.88	2,342,139.43	1,710,775.18	1,941,106.95		
TOTAL	\$ 43,515,163.73	\$ 43,342,459.38	\$ 42,639,472.19	\$ 44,009,879.17	\$ 43,949,317.32	\$ 44,445,787.27	\$ 44,088,098.20	\$ 43,809,607.75	\$ 42,510,446.32	\$ 42,807,186.09		
RESTRICTED FUNDS												
PAYMENT FUND 2016	6,363.98	168,908.82	172,014.84	174,976.45	177,970.84	905,064.76	-	3,362.98	5,286.62	7,408.98		2,3
RESERVES 2016	879,528.69	720,328.31	720,328.31	720,328.31	720,328.31	720,328.31	720,328.31	720,328.31	720,328.31	720,328.31		3
SURPLUS FUND 2016	4,421.06	4,421.06	4,421.06	4,421.06	4,421.06	4,421.06	8,175.35	-	-	-		
PRINCIPAL FUND 2016	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	6,050.87	-	-	-	-		
TOTAL	\$ 896,364.60	\$ 899,709.06	\$ 902,815.08	\$ 905,776.69	\$ 908,771.08	\$ 1,635,865.00	\$ 728,503.66	\$ 723,691.29	\$ 725,614.93	\$ 727,737.29		
GRAND TOTAL	\$ 44,411,528.33	\$ 44,242,168.44	\$ 43,542,287.27	\$ 44,915,655.86	\$ 44,858,088.40	\$ 46,081,652.27	\$ 44,816,601.86	\$ 44,533,299.04	\$ 43,236,061.25	\$ 43,534,923.38		

U.S. Treasury Bills & Notes

Financial Institution	Cusip Number	Settlement Date	Maturity Date	Par Value	Market Price at Purchase	Amount	Accrued Int. at Purchase	Net Amount	Yield to Maturity	Market Value Current	Accrued Int. as of April 30th
Pershing, LLC-Treasury Notes	91282CKA8	2/18/2025	2/15/2027	10,290,000.00	99.791406	10,268,535.68	3,517.65	10,272,053.33	4.235%	10,318,091.70	86,768.58
Pershing, LLC-Treasury Notes	91282CKZ3	9/2/2025	7/15/2027	14,230,000.00	101.373437	14,425,440.16	82,895.55	14,508,335.71	3.606%	14,319,506.70	180,577.52
Pershing, LLC-Treasury Notes	91282CKD2	3/16/2026	2/28/2029	9,800,000.00	101.7625	9,972,725.00	18,108.70	9,990,833.70	3.616%	9,887,318.00	69,039.40
Pershing, LLC-Cash										6.46	-
TOTAL				\$ 34,320,000.00		\$ 34,666,700.84	\$ 104,521.90	\$ 34,771,222.74		\$ 34,524,922.86	\$ 336,385.50

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	3.47%	N/A	720,328.31	1,915.32

ANTICIPATED OUTFLOWS

Water Purchases April 2026	768,010.27
Payroll PR 5-1, 5-2 & ME	500,000.00
AP Check Run 5/5 & 5/19	1,000,000.00
Large CIP Project Payments	-
	2,268,010.27

FINANCE MEETING

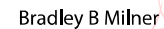
DATE 5/20/2026

 Digitally signed by Norman Huff
Date: 2026.05.20 17:17:18 -0700'

Norman Huff-General Manager

 Digitally signed by Kim Nakamura
Date: 2026.05.20 11:54:54 -0700'

Kim Nakamura-Finance Manager

 Digitally signed by Bradley B Milner
Date: 2026.05.20 17:13:20 -0700'

Brad Milner-Assistant General Manager

 Digitally signed by Sandra Llamas
Date: 2026.05.20 11:18:07 -0700'

Sandra Llamas-Senior Accountant

MEETING NOTES:

- Interest for quarter ended March 31st in the amount of \$66,408.00 was deposited to LAIF on April 15th.
- The payment fund received \$15.14 in interest in the month of April. The full amount was transferred to the payment fund.
- The reserve fund received \$2,107.22 in interest earnings in the month of April. The full amount was transferred to the payment fund.
- Treasury notes pay interest semi-annually. Accrued interest as of April 30th is \$336,385.50.
- LAIF's average monthly rate of return for the period was 3.811%

2026 Camrosa Board Calendar

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

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

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

2026 Holidays	
January 1 st - New Year's Day	
February 16 th - President's Day	
May 25 th - Memorial Day	
July 3 rd - Independence Day (Observed)	
September 7 th - Labor Day	
November 11 th - Veteran's Day	
November 26 th & 27 th - Thanksgiving	
December 24 th & 25 th - Christmas	
December 31 st - New Year's Eve	

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

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

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

2026 Conferences	
CASA Winter Conf. (Indian Wells) Jan 13 th - 16 th	
ACWA Spring Conf. (Sacramento) May 5 th - 7 th	
CASA Annual Conf. (Napa) Aug 4 th - Aug 7 th	
ACWA Fall Conf. (Anaheim) Dec 1 st - 3 rd	

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

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

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

2026 AWA Meetings	
AWA Board Meetings (Highlighted in Orange)	
WaterWise Breakfast (Highlighted in Yellow)	
April 16 th - Annual Symposium	
August - DARK (No events or meetings)	
September 17 th - Reagan Library Reception	
December 10 th - Holiday Mixer	

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

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

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

2026 VCSDA Meetings	
February 3 rd - Annual Dinner	
April 7 th	
June 2 nd	
August 4 th	
October 6 th	
December 2 nd	

Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012

*Camrosa Board Meetings are highlighted in RED. Board Meetings are usually held on the **2nd & 4th Tuesday of each month at 10am** unless indicated.*

Calleguas Board Meetings are held 1st & 3rd Wednesday - 4:00 PM