

Board Agenda

Regular Meeting

Tuesday, September 8, 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 August 25, 2026**
2. ****Approve Vendor Payments**

Objective: Approve the payments as presented by Staff.

Action Required: Approve accounts payable in the amount of \$549,886.32.

Primary Agenda

3. **Conejo Water Treatment Plant**

Objective: Receive a presentation from Black & Veatch on the findings and results of the Preliminary Design Report (PDR) for the proposed Conejo Water Treatment Plant.

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

4. ****Fiscal Year 2025-26 4th Quarter Budget Status Report (Preliminary)**

Objective: Receive a report from staff regarding the preliminary Fiscal Year (FY) 2025-26 4th Quarter Budget Status Report, Reserves, and Capital Projects.

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

5. **Transfer of Unclaimed Funds to General Fund

Objective: Transfer unclaimed funds to the General Fund.

Action Required: Adopt Resolution No. 26-20 authorizing the transfer of \$921.71 in unclaimed funds to the District's General Fund.

6. **Camrosa Water District 401(a) Plan Amendment

Objective: Amend the District's 401(a) Plan and give the General Manager the authority to execute future legislative amendments to both the 401(a) and the 457(b) Deferred Compensation Plans.

Action Required: Adopt the following resolutions related to the 401(a) and 457(b) Deferred Compensation Plans:

- Adopt Resolution 26-21 ratifying the signing of the 401(a) Secure 2.0 Plan amendment.
- Adopt Resolution 26-22 authorizing the General Manager to execute future legislative amendments for the 401(a) and 457(b) Deferred Compensation Plans.

7. **Engineering Design Services for the Non-Potable Water AG 2 Tank and Pump Station No. 4

Objective: Appropriate funding and award a professional consulting services contract for design and bid support services for replacement of the Non-Potable Water AG 2 Bolted Steel Tank and Pump Station No. 4.

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

- 1) Appropriate \$150,000 from the Non-Potable Capital Replacement Fund and establish Capital Improvement Project (CIP) AG 2 Tank and Pump Station No. 4; and
- 2) Authorize the General Manager to award a contract to Provost & Pritchard Consulting Group and issue a purchase order in the amount of \$521,156, for engineering design services, including preparation of a Preliminary Design Report, final design and construction documents, and bid support.

8. **Ordinance 39, Conflict of Interest Code

Objective: Revise Ordinance 39, Camrosa's Conflict of Interest Code.

Action Required: Set a Public Hearing for September 22, 2026, to receive public comment and consider adoption of Ordinance 39-26 – Conflict of Interest Code.

9. **Recycled & Non-Potable Water Contractual Customers

Objective: Discuss allowing the contracts to expire on their expiration date of October 1, 2027, with these customers then being subject to current rates based on the Rate Study and policies of the District.

Action Required: No action is necessary; for 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.

10. 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

11. 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.

September 8, 2026

Board of
Directors
Agenda Packet

Board Minutes

Regular Meeting

Tuesday, August 25, 2026
Camrosa Board Room
10:00 A.M.

Call to Order The meeting was convened at 10:01 A.M.

Present: Eugene F. West, President
Terry L. Foreman, Director
Timothy H. Hoag, Director
Andrew F. Nelson, Director

Absent: Jeff C. Brown, Vice President

Staff: Norman Huff, General Manager
Brad Milner, Assistant General Manager
Jozi Zabarsky, Customer Service Manager
Kevin Wahl, Director of Operations
Chris Patascil, Superintendent
Kim Nakamura, Finance Manager
Natalie Roberts, Water Loss Control Coordinator
Luis Garcia, Associate Engineer
Keith Lemieux, Legal Counsel

Public Comments

None

Consent Agenda

1. **Approved Minutes of the Regular Meeting of August 11, 2026**
2. **Approved Vendor Payments**
3. **IT Services Q4 FY 2025-26 Quarterly Report**
4. **Customer and Administrative Services Q4 FY 2025-26 Quarterly Report**
5. **Water Quality Q4 FY 2025-26 Quarterly Report**

Motion to approve the Consent Agenda: Foreman Second: Hoag
Motion carried unanimously by those present.

Primary Agenda

6. **Employee Spotlight**

The Board was introduced to Alysa Onstott, Water Quality Lab Technician.

No action was necessary; for discussion only.

7. Legislative Update Q4 FY 2025-26 Quarterly Report

The Board received and filed the Legislative Quarterly Report (FY 2025-26 Q4), which includes updates on legislation covering a variety of topics relevant to the District.

No action was necessary; for discussion only.

8. Local Production Q4 FY 2025-26 Quarterly Report

The Board received a briefing on local water production through the fourth quarter of Fiscal Year 2025-26.

No action was necessary; for information only.

9. Nomination of a Candidate(s) to Serve as a Special District Member of Ventura LAFCo

The Board nominated Andrew Nelson of the Board of Directors and adopted a resolution nominating him to serve as the Ventura LAFCo Special District Alternate Member for the term beginning January 1, 2027, through December 31, 2030.

Motion: West **Second:** Hoag

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

Absent: Brown

10. Master Plan Consolidated Update

Staff provided the Board with a consolidated update on the progress of the Master Plan and Community Outreach Ad hoc Committees' efforts.

No action was necessary; for information and discussion only.

11. Upper Calleguas Creek Watershed Desalter Ambassadors Council

The Board took the following actions:

- 1) Authorized the General Manager to submit Camrosa Water District as a participating member of the Upper Calleguas Creek Watershed Desalter Ambassadors Council and execute any necessary documents and take other administrative actions necessary to effectuate Camrosa's participation.
- 2) Selected Eugene West of the Board of Directors to serve as Camrosa's regular representative on the Council and Terry Foreman of the Board to serve as Camrosa's alternate representative on the Council.

Motion to approve: Nelson **Second:** Hoag

Motion carried unanimously by those present.

Comments by General Manager

- Announced the Fall Facilities Tour is scheduled for September 19, 2026.

Comments by Directors

- President West announced he will be attending the coalition meeting on August 26, 2026, to discuss the Oxnard Basin adjudication.

Closed Session The Board cancelled the Closed Session to confidentially discuss a legal matter, as authorized by Government Code section 54956.9(d)(1).

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

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 *(cancelled)*

Adjournment

There being no further business, the meeting was adjourned at 11:11 A.M.

Norman Huff, Secretary
Board of Directors
Camrosa Water District

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

(ATTEST)

Board Memorandum

September 8, 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 \$549,886.32.

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

Payroll PR 8-2 & ME	\$ 141,868.40
Accounts Payable 08/19/2026-09/01/2026	\$ <u>408,017.92</u>
Total Disbursements	\$ <u>549,886.32</u>

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

 Norman Huff, General Manager

Camrosa Water District

Accounts Payable Period:

08/19/2026-09/01/26

Expense Acct	Account Description	Amount
10302	Escrow Account-Pacific Hydro	
11100	AR Other	90.19
11700	Meter Inventory	
11900	Prepaid Insurance	
11905	Prepaid Maintenance Ag	
15773	UAL Prepayment	
13400	Construction in Progress	49,665.58
20053	Current LTD Bond 2016	
20202	Invoice Cloud Fees Payable	
20400	Contractor's Retention	
20250	Non-Potable Water Purchases	
23100	Refunds Payable	2,042.02
50110	Payroll FLSA Overtime-Retro	
50010	Water Purchases & SMP Charge	
50020	Pumping Power	
50100	Federal Tax 941 1 st QTR	
50013	CamSan Reclaimed Water	
50135	PERS Required UAL	
50200	Utilities	222.16
50210	Communications	1,386.04
50220	Outside Contracts	134,310.04
50230	Professional Services	10,504.75
50240	Pipeline Repairs	20,739.81
50250	Small Tool & Equipment	491.17
50260	Materials & Supplies	63,250.75
50270	Repair Parts & Equip Maint	94,953.87
50280	Legal Services	29,094.46
50290	Dues & Subscriptions	90.00
50300	Conference & Travel	
50310	Safety & Training	1,177.08
50330	Board Expenses	
50340	Bad Debt	
50350	Fees & Charges	
50360	Insurance Expense	
50500	Misc Expense	
50600	Fixed Assets	
50700	Interest Expense	
TOTAL		408,017.92



Expense Approval Report

Payment number	Payable Date	Vendor Name	Payable Number	Description	Payable Amount
	08/31/2026	INTERA INCORPORATED	07-26-118	As needed services for the ASRVBGSA	2,776.50
TOTAL VENDOR PAYMENTS-GSA					\$ 2,776.50
3558	08/24/2026	DEPOSIT ONLY-CAMROSA WTR	8-25-26-AP	Transfer to Disbursements Account	436,000.00
3559	08/24/2026	DEPOSIT ONLY-CAMROSA WTR	8-24-26-PR	Transfer to Disbursements Account	286,000.00
					722,000.00
	08/31/2026	AIRGAS USA, LLC.	9175046591	CO2 Tank - Tierra Rejada	85.91
	08/21/2026	AWA	9-17-26 Senatorial-Spons	9-17-26 Reagan Reception Senatorial Sponsor	1,000.00
	08/31/2026	ALESHIRE & WYNDER LLP	108686	Legal Services - Dundas	4,166.40
	08/31/2026	ALESHIRE & WYNDER LLP	108687	Legal Services	3,170.50
	08/31/2026	ALESHIRE & WYNDER LLP	108727	Legal Services OPV	21,757.56
					29,094.46
	08/24/2026	ALL TERMITE AND PEST	13691	Pest Control for 7385 Santa Rosa Rd	700.00
	08/24/2026	ALL TERMITE AND PEST	13692	Pest Control for 1900 Lewis Rd	850.00
					1,550.00
	09/01/2026	ALLCONNECTED INC	44706	Managed IT Services with All Connected INC.	5,016.25
	09/01/2026	ALLCONNECTED INC	44711	Managed IT Services with All Connected INC.	1,533.71
					6,549.96
	08/31/2026	ASTRA BACKFLOW INC	INV-022681	CLA-VAL Repair Parts -Ponds	1,290.30
	09/01/2026	BADGER METER INC	1830438	SmartCover Sewer Monitoring	51,157.25
	08/31/2026	BLACK & VEATCH CORP	1504391	Conejo WTP PDR	47,915.32
	08/31/2026	BSK ASSOCIATES	AJ21084	Conejo GAC PFAS Analysis	472.00
	08/31/2026	Cannon Corporation	96808	Repair Sewer Collection Hotspots - Engineering	1,750.26
	08/31/2026	CENTRAL COAST TANK TESTING,INC.	3285	Fuel Tank Inspection-August 2026	1,161.75
	09/01/2026	CITY OF THOUSAND OAKS	801-90126	Sewer Treatment for Read Rd Tract 5142	771.84
	08/31/2026	DAVMAR AIR	12877	Air Compressor Maintenance	2,086.62
	08/31/2026	DAVMAR AIR	12882	Air Compressor Maintenance - CWRP	2,664.87
					4,751.49
	08/24/2026	E.J. HARRISON & SONS INC	081426	Trash Removal - CWRP	588.41
	08/31/2026	FAMCON PIPE & SUPPLY, INC	S100183723-003	Fittings for Service Line Repairs	420.96
	08/31/2026	FAMCON PIPE & SUPPLY, INC	S100188501-001	Check Valves - Conejo Booster 1/2	8,440.58
	08/24/2026	FAMCON PIPE & SUPPLY, INC	S100188651-001	Blue Coated Cooper- Stock	2,223.94
	08/31/2026	FAMCON PIPE & SUPPLY, INC	S100189262-002	Replacement Air Vacs	4,571.64
					15,657.12
	08/31/2026	Frontier Communications	August2026	VOIP - Land Lines	1,386.04

Payment number	Payable Date	Vendor Name	Payable Number	Description	Payable Amount
	08/31/2026	FRUIT GROWERS LAB. INC.	613160E	Credit from Inv Ref#613160A	(32.00)
	08/31/2026	FRUIT GROWERS LAB. INC.	613161E	Credit from Inv Ref#613161A	(32.00)
	08/21/2026	FRUIT GROWERS LAB. INC.	613162A	Outside Lab Work for the CWRF Facility	203.00
	08/31/2026	FRUIT GROWERS LAB. INC.	613298E	Credit from Inv Ref#6131298A	(64.00)
	08/31/2026	FRUIT GROWERS LAB. INC.	614161E	Credit Inv Ref#614161A	(400.00)
	08/25/2026	FRUIT GROWERS LAB. INC.	614988A	Outside Lab Work for the Lynnwood Well Facility	458.00
	08/21/2026	FRUIT GROWERS LAB. INC.	614989A	Outside Lab Work for the Lynnwood Facility	80.00
	08/21/2026	FRUIT GROWERS LAB. INC.	614991A	Outside Lab Work for the RMWTP Facility	44.00
	08/21/2026	FRUIT GROWERS LAB. INC.	614992A	Outside Lab Work for the RMWTP Facility	44.00
	09/01/2026	FRUIT GROWERS LAB. INC.	615288A	Outside Lab Work for Tierra Rejada Well	193.00
	08/21/2026	FRUIT GROWERS LAB. INC.	615438A	Outside Lab Work for the RMWTP Facility	44.00
	08/21/2026	FRUIT GROWERS LAB. INC.	615439A	Outside Lab Work for the Lynnwood Facility	44.00
	08/21/2026	FRUIT GROWERS LAB. INC.	615440A	Outside Lab Work for the Conejo GAC Plant	44.00
	08/21/2026	FRUIT GROWERS LAB. INC.	615700A	Outside Lab Work for the Lynnwood Well Facility	899.00
	08/31/2026	FRUIT GROWERS LAB. INC.	615975A	Conejo GAC Analysis	44.00
					1,569.00
	09/01/2026	HYDROCORP LLC	CI-15399	Cross Connection Program - HydroCorp Solutions	13,611.04
	08/31/2026	Janitek Cleaning Solutions	59950A	Janitorial Cleaning Service - September 2026	1,963.50
	09/01/2026	KENNEDY/JENKS CONSULTANTS	189923	RRA and ERP Preparation	4,895.00
	08/31/2026	LINDE GAS & EQUIPMENT INC	58578614	Oxygen and Acetylene	132.75
	08/31/2026	Morrow-Meadows Corporation	21949	MCC Maintenance -SL6 SJSLS	877.56
	08/31/2026	Morrow-Meadows Corporation	24154	MCC Maintenance - RMWTP	1,041.90
	08/31/2026	Morrow-Meadows Corporation	24168	MCC Maintenance	13,606.82
	08/31/2026	Morrow-Meadows Corporation	24173	MCC Maintenance - Yucca	437.19
	08/31/2026	Morrow-Meadows Corporation	24174	MCC Maintenance - Pond Pump Station	1,287.28
					17,250.75
	08/24/2026	NORTHSTAR CHEMICAL	349531	Chemicals - Sodium Hypochlorite- Tierra Reajada	1,530.19
	08/24/2026	NORTHSTAR CHEMICAL	349532	Chemicals - Sodium Hypochlorite- Conejo GAC	5,450.07
	08/24/2026	NORTHSTAR CHEMICAL	349533	Chemicals - Sodium Hypochlorite- RMWTP	4,396.50
	09/01/2026	NORTHSTAR CHEMICAL	350941	Chemicals-RMWTP & CWRF	15,914.00
					27,290.76
	08/31/2026	PerkinElmer U.S. LLC	441345226	ICP Hydride Generator	11,888.98
	08/31/2026	MICHAEL PHELPS	TrvlReimb-82726	Travel Reimbursement-South Orange Cty Wstwr Autho	177.08
	08/24/2026	PURETEC INDUSTRIAL WATER	2439738	Chemicals - Antiscalant	18,331.21
	08/24/2026	PURETEC INDUSTRIAL WATER	2439983	Water Softener - CWRF	128.97
	08/24/2026	PURETEC INDUSTRIAL WATER	2440030	Resinc Tank for Car Wash Station	143.06
	09/01/2026	PURETEC INDUSTRIAL WATER	2445565	Resin Tank for Car Wash Station	31.25
	09/01/2026	PURETEC INDUSTRIAL WATER	2445566	Water Softener - CWRF	30.14
					18,664.63
	09/01/2026	QUALITY AG, INC	123983	Site Clean Up-Main Shop	7,343.50
	09/01/2026	QUALITY AG, INC	123984	Weed Abatement CSUCI Well	2,840.00
					10,183.50
	08/31/2026	QUINN COMPANY	E3558401	Transfer Switch - Woodcreek	20,631.11
	08/31/2026	QUINN COMPANY	PCN10005470	Generator Repair - Penny Well	578.07
					21,209.18
	08/24/2026	ROYAL INDUSTRIAL SOLUTIONS	9009-1072324	Rockwell Techconnect Support	14,360.02

Payment number	Payable Date	Vendor Name	Payable Number	Description	Payable Amount
	08/31/2026	SAM HILL & SONS, INC.	6009	Leak Repair- 1.5" Service at Leisure Vllg 13-31	12,117.28
	08/24/2026	SOUTHERN CALIF. EDISON	Aug26-B	Current Usage Charges-Act 8015520409	222.16
	08/21/2026	STATE WATER RESOURCES CONT BRD	D3 Cert-JaysonD	D3 Certification-Jayson De La Torre	90.00
	08/31/2026	Santa Paula Materials, Inc.	24759	Backfill Material for Leak Repair	1,155.80
	08/31/2026	SC Fuels	IN-0000423813	Unleaded Fuel for Shop	2,455.64
	08/31/2026	TRAVIS AGRICULTURAL, INC	26506-F	Leak Repair - Hydrant Bury	7,466.73
	09/01/2026	UNDERGROUND SERVICE ALERT	26-270561	Dig Alert Montly Tickets	169.16
	09/01/2026	UNDERGROUND SERVICE ALERT	820260233	Dig Alert Montly Tickets	432.85
					602.01
	08/24/2026	UNIFIRST CORPORATION	2210328209	Office Cleaning Supplies - Office-Mat Service	82.22
	08/24/2026	UNIFIRST CORPORATION	2210328219	Uniform Cleaning Service	203.61
	08/31/2026	UNIFIRST CORPORATION	2210330098	Office Cleaning Supplies - Towel-Mat Services	82.22
	08/31/2026	UNIFIRST CORPORATION	2210330535	Uniform Cleaning Service	307.05
	09/01/2026	UNIFIRST CORPORATION	2210332196	Office Cleaning Supplies - Towel-Mat Service	82.22
	09/01/2026	UNIFIRST CORPORATION	2210332220	Uniform Cleaning Service	218.85
					976.17
	08/24/2026	VENTURA REGIONAL SANITATION DIST	073126	VRSD Sewer Cleaning	5,776.35
	08/24/2026	W W GRAINGER, INC.	9046435245	Acid and Base Neutralizers	718.04
	08/31/2026	W W GRAINGER, INC.	9049870752	Storage for Unit #41	2,817.54
	08/24/2026	W W GRAINGER, INC.	9049870760	Tools for Unit#6	491.17
	08/24/2026	W W GRAINGER, INC.	9050020529	Replacement Components for Shop Gas Pump	370.38
	09/01/2026	W W GRAINGER, INC.	9063339411	Repair Parts-Gas Pump Components	915.02
					5,312.15
	08/31/2026	WALTON MOTORS & CONTROLS, INC	84880	Motor Repair - Ponds PV pump #4	12,885.84
	08/31/2026	WALTON MOTORS & CONTROLS, INC	84881	Motor Repair - Pond Station Pump #4	41,822.53
					54,708.37
	09/01/2026	WATER SYSTEMS CONSULTING, INC.	13113	Prepare Urban Water Management Plan	5,609.75
	09/01/2026	West Coast Air Conditioning	IAC13324	AC Repair	1,015.00
	08/24/2026	BC Rincon Construction, INC.	00006340	FH#9 Deposit Refund - 5750 Field Crest DR	490.46
	08/21/2026	Christine M Mcghee	00001516	Deposit Refund Act 1516 - 610 Hillcrest Dr	19.33
	08/21/2026	Maricar T Lee	00002928	Deposit Refund Act 2928 - 1807 Old Ranch Rd	23.96
	08/31/2026	MINDI HAMPTON	00000968-2	Reissue-Refund Act 968	10.19
	08/31/2026	NATALIE GREY	00000572-2	Unclaimed Funds Reissue-Refund-207 Spindlewood	80.00
	08/21/2026	Toll West Coast LLC	000012316	Deposit Refund Act 12316 - 2080 Bliss Ranch Rd	296.43
	08/21/2026	Toll West Coast LLC	000012326	Deposit Refund Act 12326 - 2012 Bliss Ranch Rd	203.46
	08/31/2026	Toll West Coast LLC (Home Developer)	00009566	Fire Hydrant Meter Deposit Refund -Act 9566-107466	1,008.38
TOTAL VENDOR PAYMENTS-CAMROSA					\$ 408,017.92

Payment number	Payable Date	Vendor Name	Payable Number	Description	Payable Amount
1835	09/01/2026	ACWA/JPIA	8-26 PR ME	Health, Dental, Vision Premiums	73,885.45
DFT0006737	08/20/2026	CAL PERS 457 PLAN	INV0018405	Deferred Compensation	3,413.87
DFT0006733	08/20/2026	California State Disbursement Unit	INV0018401	Child Support- Case ID 200000002541469	595.96
DFT0006736	08/20/2026	COLONIAL SUPPLEMENTAL INS	INV0018404	Colonial Benefits	201.30
DFT0006766	08/31/2026	EMPLOYMENT DEVELOP. DEPT.	INV0018456	Payroll-SIT	7,134.36
DFT0006738	08/20/2026	Empower Annuity Ins Co of America	INV0018406	Deferred Comp 457	159.23
DFT0006739	08/20/2026	Empower Annuity Ins Co of America	INV0018407	Deferred Comp 457	150.00
					309.23
63480	08/20/2026	FRANCHISE TAX BOARD	INV0018428	FTB Garnishment	95.00
63481	08/20/2026	FRANCHISE TAX BOARD	INV0018429	FTB Garnishment	495.29
					590.29
DFT0006740	08/20/2026	LINCOLN FINANCIAL GROUP	INV0018408	Deferred Compensation	1,851.00
DFT0006753	08/20/2026	LINCOLN FINANCIAL GROUP	INV0018425	Profit Share Contribution	3,568.79
DFT0006742	08/20/2026	PUBLIC EMPLOYEES	INV0018411	PERS Retirement	26,544.62
DFT0006744	08/20/2026	SYMETRA LIFE INS CO.	INV0018413	Life Insurance	376.00
DFT0006729	08/20/2026	UNITED STATES TREASURY	INV0018396	FIT	15,654.96
DFT0006730	08/20/2026	UNITED STATES TREASURY	INV0018397	Payroll-Social Security Tax	873.82
DFT0006731	08/20/2026	UNITED STATES TREASURY	INV0018398	Payroll- Medicare Tax	4,893.76
					21,422.54
63482	08/20/2026	UNITED WAY OF VENTURA CO.	INV0018400	Charity-United Way	20.00
1836	09/01/2026	UNUM LIFE INSURANCE	INV0018414	Lont Term Disability	1,580.26
1836	09/01/2026	UNUM LIFE INSURANCE	INV0018426	Short Term Disability	374.73
					1,954.99
TOTAL PAYROLL VENDOR PAYMENTS-CAMROSA					\$ 141,868.40

Board Memorandum

September 8, 2026

To: General Manager

From: Terry Curson, District Engineer

Subject: Conejo Water Treatment Plant

Objective: Receive a presentation from Black & Veatch on the findings and results of the Preliminary Design Report (PDR) for the proposed Conejo Water Treatment Plant.

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

Discussion: On May 8, 2025, the Board of Directors awarded a contract to Black & Veatch to prepare a Preliminary Design Report (PDR) for the proposed Conejo Water Treatment Plant. The PDR has now been completed. Black & Veatch staff will provide an overview of the report, including the proposed treatment process, general facility layout, cost estimates, and other key information. The presentation will also offer an opportunity for the Board to discuss the project and potential next steps.

Board Memorandum

September 8, 2026

To: General Manager

From: Kim Nakamura, Finance Manager

Subject: Fiscal Year 2025-26 4th Quarter Budget Status Report (Preliminary)

Objective: Receive a report from staff regarding the preliminary Fiscal Year (FY) 2025-26 4th Quarter Budget Status Report, Reserves, and Capital Projects.

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

Discussion: Staff prepared a preliminary budget-to-actual financial status report of the 4th quarter operating results, comparing the FY 2025-26 budget amounts to preliminary 4th quarter results, including reserves, for the Board's review.

Water Program – Potable

- Potable water deliveries totaled 6,425 acre-feet (AF), slightly below the budgeted 6,452 AF.
- CamSan water deliveries outside the District to Pleasant Valley County Water District totaled 1,359 AF, compared to the budgeted 1,327 AF.
- *Total Operating Revenues* reached 99% of budget and *Total Expenses* reached 98% of budget.
- A total of \$5,123,000 will be contributed to the Potable Water Capital Replacement Fund.
- Net Operating Result was \$52,758.
- The program also received \$20,889 in capital and mitigation fees bringing the Net Operating Result to \$73,647.

Water Program – Non-Potable

- Non-Potable water deliveries within the District totaled 4,675 AF, slightly above the budgeted 4,619 AF.
- Non-Potable water deliveries outside the District to Pleasant Valley County Water District totaled 4,242 AF with 3,399 AF of Conejo Creek water (budgeted at 4,369 AF) and 843 AF of CWRP water (budgeted at 753 AF).
- *Total Operating Revenues* reached 97% of budget and *Total Expenses* reached 79% of budget.
- A total of \$282,500 will be contributed to the Non-Potable Water Capital Replacement Fund.
- Net Operating Result was \$55,425.

The projected Water Program debt service coverage ratio is 6.19, exceeding the minimum requirement of 1.15.

Wastewater Program

- *Total Operating Revenues* reached 99% of budget and *Total Expenses* reached 86% of budget.
- \$1,885,700 will be contributed to the Wastewater Capital Replacement Fund.
- Net Operating Result was \$34,668.
- The program also received \$4,675 in capital fees bringing the Net Operating Result to \$39,343.

The projected Wastewater Program debt service coverage ratio is 11.70, exceeding the minimum requirement of 1.15.

Budget Summary	FY 2025-26 Budget	FY 2025-26 Actuals Preliminary	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	\$ 13,671,300	\$ 13,632,981	(38,319)	100%
Recycled/Non-Potable	4,015,538	4,044,704	29,166	101%
Water Sales to Pleasant Valley	1,643,766	1,447,736	(196,030)	88%
Meter Service Charge	3,642,600	3,377,708	(264,892)	93%
Sewer Service Charge	6,282,400	6,183,393	(99,007)	98%
Special Services	76,000	165,461	89,461	218%
Pump Zone/Miscellaneous	35,000	44,094	9,094	126%
Total Operating Revenues	\$ 29,366,604	\$ 28,896,077	\$ (470,527)	98%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 5,637,137	\$ 6,699,329	(1,062,192)	119%
Calleguas Fixed Charge	1,077,252	1,065,624	11,628	99%
CamSan Water	158,736	163,785	(5,049)	103%
Conejo Creek Project	1,014,104	859,113	154,991	85%
Salinity Management Pipeline-Calleguas	277,152	152,200	124,952	55%
Pumping & Production Power	3,168,180	2,316,360	851,820	73%
Total Production	\$ 11,332,561	\$ 11,256,411	\$ 76,150	99%
Regular Salaries	\$ 4,178,199	\$ 3,984,291	193,908	95%
Overtime/Standby	212,319	185,168	27,151	87%
Part Time	98,099	25,737	72,362	26%
Benefits	1,437,371	1,306,554	130,817	91%
Total Salaries & Benefits	\$ 5,925,988	\$ 5,501,750	\$ 424,238	93%
Outside Contracts	\$ 4,367,163	\$ 2,785,506	1,581,657	64%
Professional Services	1,379,130	1,596,032	(216,902)	116%
Total Outside Cont/Profess Svc	\$ 5,746,293	\$ 4,381,538	\$ 1,364,755	76%
Utilities	\$ 129,500	\$ 128,477	\$ 1,023	99%
Communications	84,600	83,470	1,130	99%
Pipeline Repairs	490,000	510,859	(20,859)	104%
Small Tools & Equipment	47,350	37,423	9,927	79%
Materials & Supplies	1,563,715	1,071,237	492,478	69%
Repair Parts & Equip. Maintenance	1,465,000	1,294,595	170,405	88%
Legal Services	305,000	465,612	(160,612)	153%
Dues & Subscriptions	57,000	53,071	3,929	93%
Confer. & Travel	28,400	35,284	(6,884)	124%
Safety & Training	57,000	59,494	(2,494)	104%
Board Expense	177,000	178,609	(1,609)	101%
Bad Debt	10,000	6,468	3,532	65%
Fees & Charges	356,375	290,606	65,769	82%
Insurance	216,500	194,808	21,692	90%
Total Supplies and Services	\$ 4,987,440	\$ 4,410,013	\$ 577,427	88%
Total Expenses	\$ 27,992,282	\$ 25,549,712	\$ 2,442,570	91%
Net Operating Revenues	\$ 1,374,322	\$ 3,346,365	\$ 1,972,043	243%
Less: Non Operating Expenses				
Debt Service 2011A/2016	\$ 1,048,932	\$ 1,048,932	\$ -	100%
Rate Stabilization Contribution	70,000	70,000	-	100%
Unfunded Accrued Liability Contribution	231,750	300,000	(68,250)	129%
Capital Replacement Contribution	3,057,000	7,291,200	(4,234,200)	239%
Total Non-Operating Expenses	\$ 4,407,682	\$ 8,710,132	\$ (4,302,450)	198%
Add: Non Operating Revenues				
Interest Revenues	1,316,000	1,724,135	\$ 408,135	131%
Taxes	885,120	896,182	11,062	101%
Funding Procurement Fund	-	102,000	102,000	-
Legal Settlement	-	2,784,301	2,784,301	-
Rate Stabilization Contribution	945,541	-	(945,541)	-
Total Non-Operating Revenues	\$ 3,146,661	\$ 5,506,618	\$ 2,359,957	175%
Net Operating Results	\$ 113,301	\$ 142,851	\$ 29,550	126%
Capital Fees	-	19,075	19,075	-
Mitigation & In-Lieu Fees	-	6,489	6,489	-
Total	\$ -	\$ 25,564	\$ 25,564	-
Net Operating Results After Capital	\$ 113,301	\$ 168,415	\$ 55,114	

Water Program	FY 2025-26 Budget	FY 2025-26 Actuals Preliminary	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	\$ 13,671,300	\$ 13,632,981	\$ (38,319)	100%
Recycle/Non-Potable	4,015,538	4,044,704	29,166	101%
Water Sales to Pleasant Valley	1,643,766	1,447,736	(196,030)	88%
Meter Service Charge	3,642,600	3,377,708	(264,892)	93%
Special Services	54,000	116,508	62,508	216%
Pump Zone/Miscellaneous	35,000	42,307	7,307	121%
Total Operating Revenues	\$ 23,062,204	\$ 22,661,944	\$ (400,260)	98%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 5,637,137	\$ 6,699,329	\$ (1,062,192)	119%
Calleguas Fixed Charge	1,077,252	1,065,624	11,628	99%
CamSan Water	158,736	163,785	(5,049)	103%
Conejo Creek Project	1,014,104	859,113	154,991	85%
Salinity Management Pipeline-Calleguas	268,152	140,736	127,416	52%
Pumping & Production Power	3,168,180	2,316,360	851,820	73%
Total Production	\$ 11,323,561	\$ 11,244,947	\$ 78,614	99%
Regular Salaries	\$ 2,715,829	\$ 2,589,789	\$ 126,040	95%
Overtime/Standby	138,007	120,359	17,648	87%
Part Time	63,764	16,729	47,035	26%
Benefits	934,291	849,260	85,031	91%
Total Salaries & Benefits	\$ 3,851,891	\$ 3,576,137	\$ 275,754	93%
Outside Contracts	\$ 2,668,331	\$ 1,536,315	\$ 1,132,016	58%
Professional Services	980,809	1,112,939	(132,130)	113%
Total Outside Cont/Profess Services	\$ 3,649,140	\$ 2,649,254	\$ 999,886	73%
Utilities	\$ 93,925	\$ 99,964	\$ (6,039)	106%
Communications	54,990	54,256	734	99%
Pipeline Repairs	460,000	485,541	(25,541)	106%
Small Tools & Equipment	34,452	27,556	6,896	80%
Materials & Supplies	1,329,945	891,853	438,092	67%
Repair Parts & Equipment Maintenance	1,271,625	1,164,903	106,722	92%
Legal Services	261,250	441,207	(179,957)	169%
Dues & Subscriptions	37,050	34,496	2,554	93%
Conference & Travel	18,460	22,935	(4,475)	124%
Safety & Training	37,050	38,671	(1,621)	104%
Board Expense	115,050	116,096	(1,046)	101%
Bad Debt	6,500	4,204	2,296	65%
Fees & Charges	240,295	233,843	6,452	97%
Insurance	140,725	126,625	14,100	90%
Total Supplies & Services	\$ 4,101,317	\$ 3,742,150	\$ 359,167	91%
Total Expenses	\$ 22,925,909	\$ 21,212,488	\$ 1,713,421	93%
Net Operating Revenues	\$ 136,295	\$ 1,449,456	\$ 1,313,161	1063%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 858,319	\$ 858,319	\$ -	100%
Rate Stabilization Contribution	60,000	60,000	-	100%
Unfunded Accrued Liability Contribution	126,750	195,000	(68,250)	154%
Capital Replacement Contribution	1,900,000	5,405,500	(3,505,500)	285%
Total Non-Operating Expenses	\$ 2,945,069	\$ 6,518,819	\$ (3,573,750)	221%
Add: Non-Operating Revenues				
Interest Revenues	\$ 1,053,000	\$ 1,395,063	\$ 342,063	132%
Taxes	885,120	896,182	11,062	101%
Funding Procurement Fund	-	102,000	102,000	-
Legal Settlement	-	2,784,301	2,784,301	-
Rate Stabilization Contribution	945,541	-	(945,541)	-
Total Non-Operating Revenues	\$ 2,883,661	\$ 5,177,546	\$ 2,293,885	180%
Net Operating Results	\$ 74,887	\$ 108,183	\$ 33,296	144%
Capital Fees	-	14,400	14,400	-
Mitigation & In-Lieu Fees	-	6,489	6,489	-
	\$ -	\$ 20,889	\$ 20,889	-
Net Operating Results After Capital Fees & Grants	\$ 74,887	\$ 129,072	\$ 54,185	

Debt Ratio

2.42

6.19

Agenda Item #4

Potable Water Program	FY 2025-26 Budget	FY 2025-26 Actuals Preliminary	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Potable	\$ 13,671,300	\$ 13,632,981	\$ (38,319)	100%
Water Sales to PVCWD-CamSan	552,122	549,081	\$ (3,041)	99%
Meter Service Charge	3,507,000	3,266,559	(240,441)	93%
Special Services	34,000	59,366	25,366	175%
Pump Zone/Miscellaneous	20,000	26,139	6,139	131%
Total Operating Revenues	\$ 17,784,422	\$ 17,534,127	\$ (250,295)	99%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 4,972,600	\$ 6,307,620	\$ (1,335,020)	127%
Calleguas Fixed Charge	951,772	1,011,064	(59,292)	106%
CamSan	158,736	163,785	(5,049)	103%
Salinity Management Pipeline-Calleguas	268,152	140,736	127,416	52%
Pumping & Production Power	1,860,041	1,207,957	652,084	65%
Total Production	\$ 8,211,301	\$ 8,831,162	\$ (619,861)	108%
Regular Salaries	\$ 1,765,289	\$ 1,683,363	\$ 81,926	95%
Overtime/Standby	89,704	78,233	11,471	87%
Part Time	41,446	10,874	30,572	26%
Benefits	607,289	552,019	55,270	91%
Total Salaries & Benefits	\$ 2,503,728	\$ 2,324,489	\$ 179,239	93%
Outside Contracts	\$ 1,728,112	\$ 963,959	\$ 764,153	56%
Professional Services	592,280	730,158	(137,878)	123%
Total Outside Cont/Profss Services	\$ 2,320,392	\$ 1,694,117	\$ 626,275	73%
Utilities	\$ 80,041	\$ 88,369	\$ (8,328)	110%
Communications	28,595	28,213	382	99%
Pipeline Repairs	380,000	444,696	(64,696)	117%
Small Tools & Equipment	25,175	23,465	1,710	93%
Materials & Supplies	1,232,971	817,597	415,374	66%
Repair Parts & Equip. Maint.	836,645	994,560	(157,915)	119%
Legal Services	150,250	261,098	(110,848)	174%
Dues & Subscriptions	19,266	17,938	1,328	93%
Conference & Travel	9,599	11,926	(2,327)	124%
Safety & Training	19,266	20,109	(843)	104%
Board Expense	59,826	60,370	(544)	101%
Bad Debt	3,380	2,186	1,194	65%
Fees & Charges	195,729	205,607	(9,878)	105%
Insurance	73,177	65,845	7,332	90%
Total Supplies & Services	\$ 3,113,920	\$ 3,041,979	\$ 71,941	98%
Total Expenses	\$ 16,149,341	\$ 15,891,747	\$ 257,594	98%
Net Operating Revenues	\$ 1,635,081	\$ 1,642,380	\$ 7,299	100%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 827,514	\$ 827,514	\$ -	100%
Rate Stabilization Contribution	60,000	60,000	-	100%
Unfunded Accrued Liability Contribution	126,750	126,750	-	100%
Capital Replacement Contribution	1,900,000	5,123,000	(3,223,000)	270%
Total Non-Operating Expenses	\$ 2,914,264	\$ 6,137,264	\$ (3,223,000)	211%
Add: Non-Operating Revenues				
Interest Revenues	823,000	1,123,632	300,632	137%
Taxes	531,070	537,709	6,639	101%
Funding Procurement Fund	-	102,000	102,000	-
Legal Settlement	-	2,784,301	2,784,301	-
Total Non-Operating Revenues	\$ 1,354,070	\$ 4,547,642	\$ 3,193,572	336%
Net Operating Results	\$ 74,887	\$ 52,758	\$ (22,129)	
Capital Fees	\$ -	\$ 14,400	\$ 14,400	-
Mitigation & In-Lieu Fees	-	6,489	6,489	-
	\$ -	\$ 20,889	\$ 20,889	-
Net Operating Results After Capital Fees & Grants	\$ 74,887	\$ 73,647	\$ (1,240)	

Non-Potable Water Program	FY 2025-26 Budget	FY 2025-26 Actuals Preliminary	Variance	Actual % FY Budget
Revenues				
Water Sales:				
Recycle/Non-Potable	\$ 4,015,538	\$ 4,044,704	\$ 29,166	101%
Water Sales to Pleasant Valley	1,091,644	898,655	(192,989)	82%
Meter Service Charge	135,600	111,149	(24,451)	82%
Special Services	20,000	57,142	37,142	286%
Pump Zone/Miscellaneous	15,000	16,167	1,167	108%
Total Operating Revenues	\$ 5,277,782	\$ 5,127,817	\$ (149,965)	97%
Operating Expenses				
Import Water Purchases-Calleguas	\$ 664,537	\$ 391,709	\$ 272,828	59%
Calleguas Fixed Charge	125,480	54,560	70,920	43%
Conejo Creek Project	1,014,104	859,113	154,991	85%
Production Power	1,308,139	1,108,403	199,736	85%
Total Production	\$ 3,112,260	\$ 2,413,785	\$ 698,475	78%
Regular Salaries	\$ 950,540	\$ 906,426	\$ 44,114	95%
Overtime/Standby	48,303	42,126	6,177	87%
Part Time	22,318	5,855	16,463	26%
Benefits	327,002	297,241	29,761	91%
Total Salaries & Benefits	\$ 1,348,163	\$ 1,251,648	\$ 96,515	93%
Outside Contracts	\$ 940,219	\$ 572,356	\$ 367,863	61%
Professional Services	388,529	382,781	5,748	99%
Total Outside Cont/Profess Services	\$ 1,328,748	\$ 955,137	\$ 373,611	72%
Utilities	\$ 13,884	\$ 11,595	\$ 2,289	84%
Communications	26,395	26,043	352	99%
Pipeline Repairs	80,000	40,845	39,155	51%
Small Tools & Equipment	9,277	4,091	5,186	44%
Materials & Supplies	96,974	74,256	22,718	77%
Repair Parts & Equipment Maintenance	434,980	170,343	264,637	39%
Legal Services	111,000	180,109	(69,109)	162%
Dues & Subscriptions	17,784	16,558	1,226	93%
Conference & Travel	8,861	11,009	(2,148)	124%
Safety & Training	17,784	18,562	(778)	104%
Board Expense	55,224	55,726	(502)	101%
Bad Debt	3,120	2,018	1,102	65%
Fees & Charges	44,566	28,236	16,330	63%
Insurance	67,548	60,780	6,768	90%
Total Supplies & Services	\$ 987,397	\$ 700,171	\$ 287,226	71%
Total Expenses	\$ 6,776,568	\$ 5,320,741	\$ 1,455,827	79%
Net Operating Revenues	\$ (1,498,786)	\$ (192,924)	\$ 1,305,862	13%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 30,805	\$ 30,805	\$ -	100%
Unfunded Accrued Liability Contribution	-	68,250	(68,250)	-
Capital Replacement Contribution	-	282,500	(282,500)	-
Total Non-Operating Expenses	\$ 30,805	\$ 381,555	\$ (350,750)	1239%
Add: Non-Operating Revenues				
Interest Revenues	\$ 230,000	\$ 271,431	\$ 41,431	118%
Taxes	354,050	358,473	4,423	101%
Rate Stabilization Contribution	945,541	-	(945,541)	-
Total Non-Operating Revenues	\$ 1,529,591	\$ 629,904	\$ 45,854	41%
Net Operating Results	\$ -	\$ 55,425	\$ 55,425	
Net Operating Results After Capital Fees & Grants				
	\$ -	\$ 55,425	\$ 55,425	

Wastewater Program	FY 2025-26 Budget	FY2025-26 Actuals Preliminary	Variance	Actual % FY Budget
Revenues				
Sewer Service Charge	\$ 6,282,400	\$ 6,183,393	\$ (99,007)	98%
Special Services	22,000	48,953	26,953	223%
Miscellaneous	-	1,787	1,787	-
Total Operating Revenues	\$ 6,304,400	\$ 6,234,133	\$ (70,267)	99%
Operating Expenses				
Salinity Management Pipeline-Calleguas	\$ 9,000	\$ 11,464	\$ (2,464)	127%
Total Production	\$ 9,000	\$ 11,464	\$ (2,464)	127%
Regular Salaries	\$ 1,462,370	\$ 1,394,502	\$ 67,868	95%
Overtime/Standby	74,312	64,809	9,503	87%
Part Time	34,335	9,008	25,327	26%
Benefits	503,080	457,294	45,786	91%
Total Salaries & Benefits	\$ 2,074,097	\$ 1,925,613	\$ 148,484	93%
Outside Contracts	\$ 1,698,832	\$ 1,249,191	\$ 449,641	74%
Professional Services	398,321	483,093	(84,772)	121%
Total Outside Cont/Profess Services	\$ 2,097,153	\$ 1,732,284	\$ 364,869	83%
Utilities	\$ 35,575	\$ 28,513	\$ 7,062	80%
Communications	29,610	29,214	396	99%
Pipeline Repairs	30,000	25,318	4,682	84%
Small Tools & Equipment	12,898	9,867	3,031	77%
Materials & Supplies	233,770	179,384	54,386	77%
Repair Parts & Equipment Maintenance	193,375	129,692	63,683	67%
Legal Services	43,750	24,405	19,345	56%
Dues & Subscriptions	19,950	18,575	1,375	93%
Conference & Travel	9,940	12,349	(2,409)	124%
Safety & Training	19,950	20,823	(873)	104%
Board Expense	61,950	62,513	(563)	101%
Bad Debt	3,500	2,264	1,236	65%
Fees & Charges	116,080	56,763	59,317	49%
Insurance	75,775	68,183	7,592	90%
Total Supplies & Services	\$ 886,123	\$ 667,863	\$ 218,260	75%
Total Expenses	\$ 5,066,373	\$ 4,337,224	\$ 729,149	86%
Net Operating Revenues	\$ 1,238,027	\$ 1,896,909	\$ 658,882	153%
Less: Non-Operating Expenses				
Debt Service 2011A/2016	\$ 190,613	\$ 190,613	\$ -	100%
Rate Stabilization Contribution	10,000	10,000	-	100%
Unfunded Accrued Liability Contribution	105,000	105,000	-	100%
Capital Replacement Contribution	1,157,000	1,885,700	(728,700)	163%
Total Non-Operating Expenses	\$ 1,462,613	\$ 2,191,313	\$ (728,700)	150%
Add: Non-Operating Revenues				
Interest Revenues	\$ 263,000	\$ 329,072	\$ 66,072	125%
Total Non-Operating Revenues	\$ 263,000	\$ 329,072	\$ 66,072	125%
Net Operating Results	\$ 38,414	\$ 34,668	\$ (3,745)	
Capital Fees	-	4,675	4,675	
Net Operating Results After Capital Fees & Grants	\$ -	\$ 4,675	\$ 4,675	-
	\$ 38,414	\$ 39,343	\$ 930	

Debt Ratio

7.87

11.70

	1st QTR Sept. 30, 2025	2nd QTR Dec. 31, 2025	3rd QTR March 31, 2026	Preliminary 4th QTR March 31, 2026
Unrestricted Reserves				
Potable Water Program				
Capital Replacement Fund (PWCRF)	\$20,149,750	\$21,902,750	\$21,319,350	\$23,342,116
Operating and Emergency Reserves (OER)	\$1,241,056	\$1,241,305	\$1,241,058	\$1,241,380
Unfunded Accrued Liability Reserve (UAL)	\$158,438	\$190,125	\$221,813	\$253,500
Rate Stabilization Fund	\$345,625	\$360,625	\$375,625	\$390,625
Funding Procurement Fund	\$0	\$118,000	\$118,000	\$118,000
Capital Improvement Fund (PWCIF)	\$373,535	\$379,535	\$419,535	\$425,535
Mitigation & In-Lieu Fees	\$712,726	\$719,215	\$719,215	\$719,215
Total Potable Water Program Funds	\$22,981,130	\$24,911,555	\$24,414,596	\$26,490,371
Non-Potable Water Program				
Capital Replacement Fund (NPWCRF)	\$4,274,237	\$3,821,237	\$3,718,540	\$3,960,782
Operating and Emergency Reserves (OER)	\$611,831	\$613,783	\$611,764	\$613,112
Unfunded Accrued Liability Reserve (UAL)	\$68,250	\$68,250	\$119,438	\$136,500
Rate Stabilization Fund	\$605,625	\$605,625	\$605,625	\$605,625
In-lieu Fees (Wildwood Preserve)	\$333,342	\$333,342	\$333,342	\$333,342
Total Non-Potable Water Program Funds	\$5,893,285	\$5,442,237	\$5,388,709	\$5,649,361
Wastewater Program				
Capital Replacement Fund (WWCRF)	\$2,432,036	\$2,367,036	\$631,286	\$586,866
Operating and Emergency Reserves (OER)	\$624,025	\$624,418	\$625,755	\$624,612
Unfunded Accrued Liability Reserve (UAL)	\$131,250	\$157,500	\$183,750	\$210,000
Rate Stabilization Fund	\$276,250	\$278,750	\$281,250	\$283,750
Capital Improvement Fund (WWCIF)	\$281,708	\$281,708	\$286,383	\$47,018
Total Wastewater Program Funds	\$3,745,269	\$3,709,412	\$2,008,424	\$1,752,246
Total Unrestricted Reserves	\$32,619,684	\$34,063,204	\$31,811,729	\$33,891,978
Restricted Reserves				
Restricted Assets				
Debt Reserves 2016	\$720,329	\$720,329	\$720,329	\$720,329
Total Restricted Assets	\$720,329	\$720,329	\$720,329	\$720,329
Capital Improvement Projects				
Potable Water Capital Replacements	\$1,575,866	\$1,534,092	\$1,707,175	\$1,554,038
Non-Potable Water Capital Replacements	\$1,376,035	\$1,080,237	\$1,046,070	\$707,431
Wastewater Capital Replacements	\$3,091,837	\$2,795,188	\$4,919,775	\$4,184,316
Potable Water Capital Improvements	\$415,526	\$423,228	\$211,369	\$174,999
Wastewater Capital Improvements	\$695,377	\$587,185	\$515,849	\$490,131
Potable Water In-Lieu and Mitigation Fees	\$4,375,203	\$3,413,624	\$2,686,509	\$927,479
Total Capital Improvement Projects	\$11,529,844	\$9,833,554	\$11,086,747	\$8,038,394
Total Restricted Reserves	\$12,250,173	\$10,553,883	\$11,807,076	\$8,758,723
Total Reserves	\$44,869,857	\$44,617,087	\$43,618,805	\$42,650,701

Capital Project Listing FY2025-26 Preliminary								
CIP No.	Description	Budget	Expenses	Balance	Closeouts De-Obligated	Budget Remaining	Expense to Budget %	Status
General Replacements								
400-22-02	Utility Billing System	504,000	431,643	72,357	-	72,357	86%	Completed
400-26-01	Fuel Tank-500 gallon	25,000	16,269	8,732	8,732	-	65%	
400-26-02	Fleet Vehicle Replacement	800,000	771,981	28,019	28,019	-	96%	
400-26-03	Centralized Data and Reporting Project	550,000	138,789	411,211	-	411,211	25%	
General Replacements		1,879,000	1,358,681	520,319	36,751	483,568	72%	
Potable Water Projects								
600-23-01	PV Well #3-Engineering Phase	230,000	53,085	176,915	-	176,915	23%	Completed
600-24-01	PV Well Iron/Manganese Removal	2,190,000	2,074,665	115,335	-	115,335	95%	
600-24-03	New University Well	2,200,000	1,824,491	375,509	-	375,509	83%	
600-25-02	Pump Station 1 to 2	175,000	-	175,000	-	175,000	0%	
600-25-03	Conejo Water Treatment Plant	1,100,000	840,279	259,721	-	259,721	76%	
650-20-03	Meter Station Control Cabinets	280,000	128,076	151,924	-	151,924	46%	
650-21-01	Meter Station 5 and 7 Rehabilitation	290,000	209,060	80,940	-	80,940	72%	
650-25-01	4C Hydropneumatic Pump Station	300,000	132,630	167,370	-	167,370	44%	
650-25-02	MS#11 & Pressure Relief Stations	330,000	-	330,000	-	330,000	0%	
650-25-04	WaterView Software	100,000	18,000	82,000	-	82,000	18%	
650-26-01	4C Tank Replacement	250,000	18,985	231,015	-	231,015	8%	
650-26-02	Distribution Valve Replacement	100,000	13,205	86,795	86,795	-	13%	
650-26-03	Woodcreek Well Pump Repair	300,000	52,656	247,344	-	247,344	18%	
650-26-04	Diversion Pump Replacement	100,000	-	100,000	-	100,000	0%	
Total Potable Water Projects		7,945,000	5,365,132	2,579,868	86,795	2,493,073	68%	
Non-Potable Water Projects								
750-23-01	Ag3 Tank Replacement	1,325,000	1,222,152	102,848	102,848	-	92%	Completed
750-25-01	Santa Rosa Well No. 10 Refurbishment	965,000	838,442	126,558	-	126,558	87%	
750-25-02	Pump Station No. 4 Replacement	325,000	-	325,000	-	325,000	0%	
750-25-03	Ag2 Tank-Engineering Phase	105,000	-	105,000	-	105,000	0%	
Total Non-Potable Water Projects		2,720,000	2,060,594	659,406	102,848	556,558	76%	
Wastewater Projects								
500-22-01	Sequential Chlorination	400,000	183,188	216,812		216,812	46%	Completed
550-21-01	Sewer Lift Read Road MCC	360,000	298,535	61,465		61,465	83%	
550-23-01	Collection System Hotspots	2,180,000	1,552,408	627,592		627,592	71%	
550-24-02	CWRF Influent Pump	350,000	163,945	186,055		186,055	47%	
550-25-01	CWRF PLC-Engineering Phase	1,800,000	224,614	1,575,386		1,575,386	12%	
550-25-02	CWRF Power Distribution Rehabilitation	250,000	194,682	55,318		55,318	78%	
550-25-03	Lift Station No. 4	2,175,000	474,105	1,700,895		1,700,895	22%	
550-25-04	Sewer Lift 1A Bypass Pipe	47,000	45,114	1,886	1,886	-	96%	
550-26-01	Sewer Lift Station No. 2 Refurbishment	235,000	160,175	74,825		74,825	68%	
550-26-02	Effluent Booster Pump #2	40,000	33,152	6,848		6,848	83%	
550-26-03	Sewer Lift 1A Pump Replacement	40,000	37,443	2,557	2,557	-	94%	
900-18-02	De-watering Press	3,890,780	3,880,145	10,635	10,635	-	100%	
Total Wastewater Projects		11,767,780	7,247,506	4,520,274	15,078	4,505,195	62%	
Total CIPs		24,311,780	16,031,913	8,279,867	241,472	8,038,394	66%	

Board Memorandum

September 8, 2026

To: General Manager

From: Kim Nakamura, Finance Manager

Subject: Transfer of Unclaimed Funds to General Fund

Objective: Transfer unclaimed funds to the General Fund.

Action Required: Adopt Resolution No. 26-20 authorizing the transfer of \$921.71 in unclaimed funds to the District's General Fund.

Background: Unclaimed money consists of funds greater than fifteen (\$15) dollars, which are not the property of the District, but remain in the District's unclaimed funds account for three (3) or more years, or individual items of less than fifteen (\$15) dollars, which remain unclaimed for a period of one (1) year. The unclaimed funds currently held include overpayments by District customers with no viable means of distributing the funds.

California Government Code Sections 50050 through 50056 provide for the disposition of unclaimed funds that are held with the District and remain unclaimed after a notice has been published once a week for two consecutive weeks in a newspaper of general circulation. Before publication, the District attempts to contact each payee of unclaimed funds.

The District published the required notice under Government Code Sections 50050 and 50051. The published items totaled \$946.37 and require Board approval to transfer to the District's General Fund. Check number 58772 in the amount of \$80.00 has since been re-issued after receiving the appropriate claim form. Other items of less than fifteen (\$15) dollars totaling \$55.34 are also held in the unclaimed funds account and may be transferred without public notice to the General Fund, as allowed under Government Code Section 50055.

Discussion: California Government Code Section 50053 states that when any such money becomes the property of the District and is in an unclaimed funds account, the legislative body may transfer money by resolution to the general fund.

Attachments:

- *Resolution No. 26-20 of the Board of Directors of Camrosa Water District Authorizing the Transfer of Unclaimed Funds to the District's General Fund*
- *Public Notice Publication*

Resolution No: 26-20

A Resolution of the Board of Directors
of Camrosa Water District

**Authorizing the Transfer of Unclaimed Funds
to the District's General Fund**

Whereas, Unclaimed funds in the amount of \$921.71 are on deposit with the District; and

Whereas, California Government Code Sections 50050 and 50051 provide that money greater than fifteen dollars that is not the property of the District and remains unclaimed for three years becomes the property of the District after notice has been published once a week for two consecutive weeks in a newspaper of general circulation and if no person has claimed the money or filed and served a verified complaint; and,

Whereas, The District caused notice to be published in the Ventura County Star in satisfaction of the requirements of Government Code Section 50051; and

Whereas, No person has claimed the unclaimed funds in the amount of \$921.71 or filed and served a verified complaint; and

Whereas, Unclaimed funds in the amount of \$921.71 are now the property of the District and are currently deposited in a Special Fund; and

Whereas, California Government Code Section 50053 provides that when such money becomes the property of the District and is in an unclaimed funds account, the legislative body may transfer the unclaimed funds to the General Fund;

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that pursuant to the provisions of California Government Code Section 50053, the unclaimed \$921.71, which has become the property of the District, shall be transferred to the District's General Fund.

Adopted, Signed, and Approved this 8th day of September 2026.

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

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

Public Notice

**CAMROSA WATER DISTRICT
PUBLIC NOTICE**

The following list of disbursements are unclaimed by the listed payees and held by the Camrosa Water District. If you have a claim against these funds, please contact Camrosa Water District, 7385 Santa Rosa Road, CA 93012, phone (805) 402-2696. Proper proof of claim and current identification must be provided before funds are released. Funds not claimed by September 8, 2026, become the property of the Camrosa Water District. This notice and its contents are in accordance with California Government Code Section 50050.

<u>Check Date</u>	<u>Check Number</u>	<u>Amount</u>	<u>Payee</u>
08/10/2022	58321	\$48.89	Lauren Little
09/14/2022	58436	\$23.76	Aaron Coker
09/14/2022	58457	\$25.88	Diane Walorinta
10/05/2022	58514	\$24.13	Bruce Leibovitch
11/16/2022	58708	\$36.27	Isay Ortega Chanon
12/07/2022	58772	\$80.00	Natalie Grey
01/04/2023	58874	\$54.06	Dawson Schmidt
01/18/2023	58943	\$31.06	Molly Carter
02/01/2023	58974	\$15.80	Cyrstal Barraza
02/01/2023	58982	\$116.80	Jenny Medrano
03/15/2023	59140	\$17.61	Cameron Williams
03/15/2023	59182	\$42.20	Tim Gihon
04/12/2023	59270	\$71.64	Frederick Potter
04/12/2023	59278	\$39.19	Jason Ramirez
04/12/2023	59280	\$15.47	Joshua D Garrett
04/12/2023	59281	\$127.00	Mark Ekdahl
05/17/2023	59384	\$25.01	Gabriela Diaz Esparza
05/17/2023	59401	\$85.45	Jimmy Vetkos
05/17/2023	59407	\$22.76	Michelle Dolin
05/17/2023	59423	\$18.60	Sean Quolas
05/31/2023	59471	\$24.79	John N Lucero

Board Memorandum

September 8, 2026

To: General Manager

From: Kim Nakamura, Finance Manager

Subject: Camrosa Water District 401(a) Plan Amendment

Objective: Amend the District's 401(a) Plan and give the General Manager the authority to execute future legislative amendments to both the 401(a) and the 457(b) Deferred Compensation Plans.

Action Required: Adopt the following resolutions related to the 401(a) and 457(b) Deferred Compensation Plans:

- Adopt Resolution 26-21 ratifying the signing of the 401(a) Secure 2.0 Plan amendment.
- Adopt Resolution 26-22 authorizing the General Manager to execute future legislative amendments for the 401(a) and 457(b) Deferred Compensation Plans.

Background: Lincoln Financial Group provides plan document services for the District's 401(a) and 457(b) Deferred Compensation Plans. As the sponsor of the preapproved plan document, Lincoln is responsible for providing all necessary interim amendments which implement changes in legislation.

The Secure 2.0 Act requires the following updates to the 401(a) Plan:

- Involuntary Cash Distributions: If a terminated participant has a vested account balance of \$7,000 or less, the balance will be paid out at termination.
- Required Minimum Distributions: The plan must commence required minimum distributions once a participant reaches the mandatory starting age and has not begun receiving payments.

Discussion: Staff have already reviewed and executed the required Secure 2.0 amendment as of August 28, 2026, and are seeking ratification of this action by the Board of Directors.

Additionally, granting authority to the General Manager to execute future legislative amendments will reduce administrative workload and ensure the District remains compliant. Any discretionary changes that affect employer contributions, vesting schedules, or overall plan design will still require Board approval.

Attachments:

- *Resolution 26-21: Adopting an Amendment to the Camrosa Water District 401(a) Plan*
- *Resolution 26-22: Concerning Certain Amendments to the Camrosa Water District DCP and 401(a) Plan*

Resolution No: 26-21

A Resolution of the Board of Directors
of Camrosa Water District

**Adopting an Amendment to the Camrosa Water District 401(a)
Plan**

Whereas, The District maintains the Camrosa Water District Profit Sharing Plan ("401(a) Plan") under Internal Revenue Code Section 401(a) for certain District personnel; and,

Whereas, the 401(a) Plan was most recently restated effective March 12, 2025; and,

Whereas, District management determined that the Plan's Adoption Agreement must be amended to reflect the provisions of the SECURE 2.0 Act; and,

Whereas, The District has determined that it has the authority for such amendment pursuant to the provisions of Section 14.01 of the Plan; and,

Whereas, The District has reviewed the SECURE 2.0 Amendment, effective as of the date(s) set forth therein, and executed by the District's General Manager on August 28, 2026, on behalf of the District; and,

Whereas, the adoption and implementation of such amendment are in the best interest of the District and the participants in the Plan.

Now, Therefore, Be It Resolved by the Camrosa Water District Board of Directors that the adoption of the SECURE 2.0 Amendment, effective as of the date(s) set forth therein, is hereby approved; and,

Be It Further Resolved that the Camrosa Water District Board of Directors ratifies the signing of the SECURE 2.0 Amendment on August 28, 2026, by the District's General Manager, as an act of the board; and,

Be It Further Resolved that the proper officers and employees of the District or their delegates, either individually or jointly, be and hereby are, authorized and directed to execute any and all documents, and to take such other actions as they deem necessary or appropriate to implement the foregoing resolution.

Adopted, Signed, and Approved this 8th day of September 2026.

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

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

**SUMMARY OF MATERIAL MODIFICATIONS FOR THE
Camrosa Water District Profit Sharing Plan (“PLAN”)**

Due to the enactment of the SECURE 2.0 Act of 2022 (SECURE 2.0 Act), we have made changes that may affect your rights under the Plan. This “Summary of Material Modifications” (“SMM”) describes how those changes may affect you. This SMM overrides any inconsistent information included in the Plan’s Summary Plan Description (SPD), prior SMMs or other Plan forms.

CHANGES RELATED TO DISTRIBUTIONS FROM THE PLAN

Involuntary Cash-Out Distributions. Effective April 1, 2024, if you have a termination of employment and also have a vested account balance of \$7,000 or less, your vested account balance will be paid out to you, subject to the Automatic Rollover provisions under the Plan.

Required Minimum Distributions (RMDs).

If you have not begun taking distributions before you attain your Required Beginning Date, the Plan generally must commence distributions to you as of such date. For this purpose, your Required Beginning Date is based on your date of birth as follows:

Birthdate	Required Beginning Date Age
Before July 1, 1949	70 ½
July 1, 1949 - December 31, 1950	72
January 1, 1951 – December 31, 1959	73
January 1, 1960 or later	75

ADDITIONAL INFORMATION

If you have any questions about the changes described in this SMM or about the Plan in general, contact your Plan Administrator:

Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012-9225
805-482-4963

ARTICLE IX
PRE-APPROVED CYCLE 3 DEFINED CONTRIBUTION PLAN
SECURE 2.0 ACT INTERIM AMENDMENT

ELECTIVE PROVISIONS

These Elective Provisions provide for elections related to the SECURE 2.0 Act Interim Amendment (S2IA).

ELECTIVE PROVISIONS RELATING TO EMPLOYER CONTRIBUTIONS

S2-1. OPTIONAL TREATMENT OF EMPLOYER CONTRIBUTIONS AS DESIGNATED ROTH NONELECTIVE CONTRIBUTIONS. (S2IA §3.01)

[Applies to all Plans with 401(k) provisions.]

- ☐ (a) A Participant may not elect to treat a nonforfeitable Employer Contribution made on behalf of such Participant as a Designated Roth Nonelective Contribution.
- ☐ (b) Effective __ (insert date on or after December 30, 2022), a Participant MAY elect to treat a nonforfeitable Employer Contribution made on behalf of such Participant as a Designated Roth Nonelective Contribution.
- ☐ (c) Describe any rules relating to the optional treatment of nonforfeitable Employer Contributions as a Designated Roth Nonelective Contribution: _____

S2-2. EXCLUSION OF “OTHERWISE EXCLUDABLE EMPLOYEES” FOR TOP-HEAVY PLAN PURPOSES. (S2IA §3.02)

[Applies to all Plans with 401(k) provisions, except the Owners Only (Solo k) and the Governmental Plan.]

Effective for Plan Years beginning after December 31, 2023, the Plan excludes Employees who do not meet the minimum age and service requirements under Code §410(a)(1) (i.e., “otherwise excludable Employees”) from consideration in determining whether the Plan satisfies the Top-Heavy Plan requirements under Section 4 of the BPD. Such otherwise excludable Employees will not receive a Top-Heavy Plan minimum allocation unless the Employer elects otherwise below.

- ☐ (a) “Otherwise excludable Employees” who are otherwise eligible to receive Employer Contributions will receive a Top-Heavy Plan minimum allocation.
- ☐ (b) The Employer has the discretion, on an annual basis, whether to allocate the otherwise applicable Top-Heavy minimum allocation to “otherwise excludable Employees.”
- ☐ (c) Describe any special rules relating to “otherwise excludable Employees”: _____

ELECTIVE PROVISIONS RELATING TO SALARY DEFERRALS

S2-3. MANDATORY AUTOMATIC ENROLLMENT. (S2IA §4.01)

[Applies to all Plans with 401(k) provisions, except the Governmental Plan and the Church Plan.]

[Note: The mandatory automatic enrollment requirements do not apply to the Pre-Approved Governmental Plan (#03-001) or the Pre-Approved Church Plan (#05-001). The mandatory automatic enrollment requirements also do not apply to the Pre-Approved Defined Contribution Plan (#01-001, 002,003, or 004), the Pre-Approved Owners Only Plan (#02-001) or the Pre-Approved ESOP, if such Plan is exempt from the requirements under Code §414A, including a Plan maintained by an Employer that

normally employs 10 or fewer Employees, a Plan maintained by an Employer that has been in existence for less than 3 years, or a Plan established before December 29, 2022. (See S2IA §4.01(e).)]

- ☐ (a) **The Plan is exempt from the mandatory automatic enrollment requirements.** [Note: Designation under this §S2-3(a) as to whether and why the Plan is exempt from the automatic enrollment requirements is optional. The exemption may be determined administratively.]

The Plan is exempt from the mandatory automatic enrollment requirements because:

- ☐ (1) The Plan was established before December 29, 2022.
- ☐ (2) The Plan is maintained by an Employer that normally employs 10 or fewer Employees.
- ☐ (3) The Plan is maintained by an Employer that has been in existence for less than 3 years.
- ☐ (4) The Plan is a governmental plan (within the meaning of Code §414(d).
- ☐ (5) The Plan is a church plan (within the meaning of Code §414(e).

[Note: If the Plan is exempt from the mandatory automatic enrollment requirements, do not complete the elective provisions under (b) – (f) below. Additionally, an Employer is not required to complete the following elective provisions if the elections in the Adoption Agreement already satisfy the mandatory automatic enrollment requirements.]

The following elections apply for the first Plan Year beginning after December 31, 2024 or, if later, the date the Plan is initially effective, unless the Employer designates a special effective date under subsection (f) below.

- ☐ (b) **Eligible Automatic Contribution Arrangement deferral percentage and automatic increase.**
- ☐ (1) **Initial automatic (default) Salary Deferral percentage.** ____% of Plan Compensation (percentage must be between 3% and 10%)
- ☐ (2) **Automatic (default) Salary Deferral percentage increase.** For each Plan Year beginning after an Employee's initial period under the arrangement, the percentage of the default Salary Deferral is increased by 1 percentage point until the percentage is ____% of Plan Compensation (must be at least 10%, but may not exceed 15%)
- ☐ (3) **Special application of automatic increase provisions.** The Employer may describe under this subsection (3) special rules applicable to automatic increase provisions: _____

[Note: Special rules must satisfy all applicable statutory and regulatory requirements.]

- ☐ (c) **Application of automatic (default) Salary Deferral provisions.** The automatic (default) Salary Deferral election under subsection (b) will apply to Participants who enter the Plan after the automatic (default) Salary Deferral provisions are effective and to current Participants eligible to participate in the Plan at the time the automatic (default) Salary Deferral provisions are effective as set forth below:

- ☐ (1) **Current Participants.** The automatic (default) Salary Deferral provisions apply to all other eligible Participants as follows:
- ☐ (i) Automatic (default) Salary Deferral provisions apply to current Participants who have not entered into an affirmative Salary Deferral Election. (Under this election, the automatic (default) Salary Deferral provisions do not apply to current Participants who have made an affirmative Salary Deferral Election to not defer into the Plan.)
- ☐ (ii) Automatic (default) Salary Deferral provisions apply to current Participants who have not entered into a Salary Deferral Election and to current Participants who have made an affirmative Salary Deferral Election not to defer under the Plan.
- ☐ (iii) Automatic (default) Salary Deferral provisions apply to all current Participants who have not entered into a Salary Deferral Election that is at least equal to the automatic (default) Salary Deferral amount under subsection (b)(1). Current Participants who have made a Salary Deferral Election that is less than the automatic (default) Salary Deferral amount, or who have not made a Salary Deferral Election, will automatically be increased to the automatic (default) Salary Deferral amount unless the Participant enters into a new Salary Deferral Election on or before the effective date of the automatic (default) Salary Deferral provisions.
- ☐ (iv) Describe: _____

- ☐ (2) **Expiration of affirmative deferral elections.** Unless this subsection (2) is elected, for purposes of the automatic (default) Salary Deferral provisions of the Plan, a Participant's affirmative Salary Deferral Election will not expire. If this subsection (2) is elected, a Participant's affirmative Salary Deferral Election will expire:

☐ (i) At the end of each Plan Year.

☐ (ii) Describe date that the affirmative Salary Deferral Election will expire: _____

Expiration applies to the following:

☐ (iii) All affirmative Salary Deferral elections.

☐ (iv) Only to affirmative Salary Deferral elections that are less than the current automatic (default) Salary Deferral rate.

If a Participant fails to complete a new affirmative Salary Deferral Election subsequent to the prior election expiring, the Participant becomes subject to the automatic (default) Salary Deferral percentage as specified in the Plan pursuant to the automatic (default) Salary Deferral provisions. Each year, the Participant may always complete a new affirmative Salary Deferral Election and designate a new Salary Deferral percentage.

- (3) **Treatment of automatic (default) Salary Deferral.** Any Salary Deferrals made pursuant to an automatic (default) Salary Deferral Election will be treated as Pre-Tax Deferrals, unless designated otherwise under this subsection (3).

☐ Any Salary Deferrals made pursuant to an automatic (default) Salary Deferral Election will be treated as Roth Deferrals.

[Note: This subsection (3) may only be checked if Roth Deferrals are permitted under the Plan.]

- (d) **Permissive redetermination of periods without automatic (default) Salary Deferrals.** The uniform automatic (default) Salary Deferral percentages under (b) above are based on the date the Employee's initial period begins. However, if, after the Employee's initial period began, the Employee did not have automatic (default) Salary Deferral made for an entire Plan Year, then an Employee's initial period is redetermined as follows or under separate administrative procedures: (If no elections are made below or under separate administrative procedures, the initial period is not redetermined.)

☐ (1) **Redetermination for Employee who became ineligible.** If, for an entire Plan Year, no automatic (default) Salary Deferral were made solely because the Employee was not eligible to make Salary Deferrals under the Plan for that Plan Year, then the Employee's initial period is redetermined so that it begins on the date the Employee is again eligible to make Salary Deferrals under the Plan.

☐ (2) **Redetermination for Employee who remained eligible and made an affirmative Salary Deferral Election.** If, for an entire Plan Year, no automatic (default) Salary Deferrals were made to the Plan solely because the Employee made an affirmative Salary Deferral Election in a different amount (including an election not to make Salary Deferrals) and the Employee's affirmative election expires pursuant to an election in (c)(2) above, such Employee's initial period is redetermined so that it begins:

☐ (i) On the first day of the Plan Year that begins after the first full Plan Year in which the affirmative election was in effect.

☐ (ii) Describe date for which an Employee's initial period is redetermined (may not be earlier than the first day of the Plan Year beginning after the last day of the Plan Year that follows the Plan Year that includes the date the initial period began): _____

- (e) **Permissible withdrawals.**

- (1) **Time period for electing a permissible withdrawal.** A Participant who had an automatic (default) Salary Deferral made under the Plan must be allowed to withdraw such contributions (and earnings attributable thereto). Unless otherwise elected below, a Participant must request a permissible withdrawal no later than 90 days after the date of the Participant's first automatic (default) Salary Deferral under the EACA.

☐ Instead of a 90-day election period, a Participant must request a permissible withdrawal no later than ____ [may not be less than 30 nor more than 90] days after the date the Plan Compensation from which automatic (default) Salary Deferral are withheld would otherwise have been included in gross income.

- (2) **Employee with no automatic (default) Salary Deferral for a full Plan Year.** Unless elected otherwise below, an Employee who would otherwise be subject to the automatic (default) Salary Deferral requirements but who for an entire Plan Year did not have automatic (default) Salary Deferral made under the Plan (e.g., a Participant who terminated employment) may elect a permissible withdrawal within the applicable time period if automatic (default) Salary Deferrals begin at a later time (e.g., the Employee is rehired).
- ☐ The ability to take permissible withdrawals does not apply to an Employee who would otherwise be subject to the automatic (default) Salary Deferral requirements but who for an entire Plan Year did not have automatic (default) Salary Deferral made under the Plan.

- ☐ (f) Describe special rules, including effective date rules, applicable to the mandatory automatic enrollment under the Plan:

S2-4. CATCH-UP CONTRIBUTIONS. (S2IA §4.02)

[Applies to all Plans with 401(k) provisions.]

[Note: If the Employer has elected to not permit Catch-Up Contributions under the Adoption Agreement, no elections are necessary under this §S2-4. Note that the Plan default is that the Plan permits Catch-Up Contributions.]

- (a) **Catch-Up Contribution elections.** Unless otherwise elected under this §S2-4(a), a Plan that permits Catch-Up Contributions added the higher Catch-Up Contribution Limit for Participants who have attained ages 60 - 63, effective for taxable years beginning on or after January 1, 2025.
- ☐ (1) The higher Catch-Up Contribution Limit for Participants who have attained ages 60 - 63 is not permitted under the Plan.
- ☐ (2) The higher Catch-Up Contribution Limit for Participants who have attained ages 60 - 63 was added to the Plan effective ____ [insert date after January 1, 2025].
- ☐ (3) The higher Catch-Up Contributions for Participants who have attained ages 60 - 63 were permitted for taxable years beginning on or after January 1, 2025, but are no longer permitted under the Plan, effective ____ [insert date].
- ☐ (4) Collectively Bargained Employees who are eligible to make Salary Deferrals under the Plan are not eligible for the higher Catch-Up Contribution Limit for Participants who have attained ages 60 - 63.
- (b) **Catch-Up Contributions that are eligible for Matching Contributions.** Unless elected otherwise under this §S2-4(b), a Plan that includes an election to make Catch-Up Contributions that are eligible for Matching Contributions (see AA §6B-3) will provide such Matching Contributions on all Catch-Up Contributions (including higher Catch-Up Contributions) that are permitted under the Plan.
- ☐ (1) Only regular Catch-Up Contributions are eligible for Matching Contributions. Higher Catch-Up Contributions for Participants who have attained ages 60 - 63 are not eligible for Matching Contributions.
- ☐ (2) Only regular Catch-Up Contributions are eligible for Matching Contributions. Matching Contributions on higher Catch-Up Contributions for Participants who have attained ages 60 - 63 are no longer made to the Plan, effective ____ [insert date after January 1, 2025].
- ☐ (3) Describe any special rules or provisions, including effective dates, relating to Catch-Up Contributions and their eligibility for Matching Contributions: _____

[Note: If no elections are made above, the Plan will treat higher Catch-Up Contributions in the same manner as Catch-Up Contributions as designated under AA §6B-3.]

- (c) **Elections relating to Roth Deferrals and Catch-Up Contributions.**

[Note: In lieu of making elections under this subsection (c), the Employer may make appropriate elections (i.e., to remove Catch-Up Contributions or to add Roth Deferrals) under the Adoption Agreement. If Roth Deferrals are added under subsection (2) below, the Plan defaults for Roth Deferrals will apply unless otherwise described under subsection (f) below.]

- ☐ (1) Catch-Up Contributions are removed from the Plan effective ____ [insert date on or after January 1, 2024].
- ☐ (2) Roth Deferrals are added to the Plan effective ____ [insert date on or after January 1, 2024].
- ☐ (3) Highly Paid Individuals (i.e., any eligible Participant whose wages (as defined in Code §3121(a) for the preceding calendar year from the employer sponsoring the Plan exceeded \$150,000 (as adjusted)) are not eligible to make Catch-Up Contributions under the Plan.
- ☐ (4) Highly Compensated Employees and Highly Paid Individuals (i.e., any eligible Participant whose wages (as defined in Code §3121(a)) for the preceding calendar year from the employer sponsoring the Plan exceeded \$150,000 (as adjusted) are not eligible to make Catch-Up Contributions under the Plan.

- ☐ (5) Highly Compensated Employees with net earnings from self-employment for the preceding calendar year that exceeded \$150,000 (as adjusted) and Highly Paid Individuals (i.e., any eligible Participant whose wages (as defined in Code §3121(a)) for the preceding calendar year from the employer sponsoring the Plan exceeded \$150,000 (as adjusted))are not eligible to make Catch-Up Contributions under the Plan.
- (d) **Deemed Roth Catch-Up Contribution election.** Unless elected otherwise below, the Plan deems a Participant who is subject to the Roth Catch-Up Contribution requirement to have irrevocably designated any Catch-Up Contributions as a Roth Deferral.
- ☐ (1) The Plan does not provide for a deemed Roth Catch-Up Contribution election, unless the Plan Administrator notifies the Participant of such a deemed Roth Catch-Up Contribution election before the Participant makes a Salary Deferral election. (See S2IA §4.02(d).)
- ☐ (2) The Plan does not provide for a deemed Roth Catch-Up Contribution election. The Participant must make an election to treat Catch-Up Contributions as Roth Catch-Up Contributions. (See S2IA §4.02(d).)
- ☐ (e) **Aggregation of employers for determining the “employer sponsoring the Plan” for purposes of Code §414(v)(7).** To determine the Highly Paid Individuals for purposes of Code §414(v)(7) and determining wages from the “employer sponsoring the Plan,” the following employers are aggregated, as allowed under Treas. Reg. §1.414(v)-2(b)(4) (e.g., employers using a common paymaster or part of a Related Employer group): _____
- [Note: In lieu of listing aggregated employers above, the Employer may describe such aggregated employers in a separate written administrative procedure.]*
- ☐ (f) Describe other special rules or provisions, including effective date rules, relating to Catch-Up Contributions: _____

S2-5. LTPT EMPLOYEES. (S2IA §4.03)

[Applies to all Plans with 401(k) provisions.]

[Note: If the Employer has made elections related to Long-Term Part-Time Employees under the CARE/SECURE Interim Amendment, such elections will not be overridden unless elected otherwise below. However, changes to the LTPT Employee rules under the SECURE 2.0 apply.]

The Plan must permit LTPT Employees to make Salary Deferrals into the Plan, as required under Code §§401(k)(2)(D)(ii) and 401(k)(15) and applicable regulations. The Employer may make elections under this §S2-5 consistent with the requirements of S2IA §4.03. Elections under this §S2-5 are not necessary if no Employees are eligible to make Salary Deferrals solely because of the LTPT Employee requirements under Code §§401(k)(2)(D)(ii) and 401(k)(15).

- ☐ (a) **Eligibility for Employer Contributions and Matching Contributions.** Unless elected otherwise below, LTPT Employees are not eligible for Employer Contributions or Matching Contributions under the Plan.
- In addition to the ability to make Salary Deferrals, LTPT Employee may receive the following in the same manner and under the same conditions as other Eligible Employees under the Plan:
- ☐ (1) All available Employer Contributions and Matching Contributions, effective ____.
- ☐ (2) Employer Contributions (including Qualified Nonelective Employer Contributions), effective ____.
- ☐ (3) Matching Contributions (including Qualified Matching Contributions), effective ____.
- ☐ (4) Safe Harbor 401(k) Plan Contributions, effective ____.
- ☐ (5) Describe: _____
- ☐ (b) **Eligibility Computation Period (ECP).** Unless elected otherwise below, the ECP rules under the Plan apply to LTPT Employees.
- ☐ (1) The ECP for an LTPT Employee is based on Anniversary Years and will not switch to the Plan Year.
- ☐ (2) Describe ECP rules applicable to LTPT Employees: _____
- [Note: Any description under this (2) must be consistent with requirements for ECPs under the Plan.]*
- ☐ (c) **Entry Date.** Unless elected otherwise below, the Entry Date rules under the Plan apply to LTPT Employees.
- ☐ (1) The Entry Date for LTPT Employees will be the first day of the 1st and 7th month of the Plan Year.
- ☐ (2) Describe the Entry Date rules applicable to LTPT Employees: _____
- [Note: Any description under this (2) must be consistent with requirements for Entry Dates under the Plan.]*
- (d) **Collectively Bargained Employees and non-resident aliens.** If Collectively Bargained Employees and/or non-resident aliens who receive no compensation from the Employer that constitutes U.S. source income are otherwise eligible for

the Plan, the Employer may elect to not exclude such Employees from the LTPT Employee rules below:

- ☐ (1) Collectively Bargained Employees are not excluded from eligibility as LTPT Employees.
- ☐ (2) Non-resident aliens who receive no compensation from the Employer that constitutes U.S. source income are not excluded from eligibility as LTPT Employees.
- (e) **Roth Deferrals.** LTPT Employees may make Roth Deferrals if Roth Deferrals are permitted under the Plan, unless the Employer elects otherwise below:
 - ☐ LTPT Employees are not permitted to make Roth Deferrals under the Plan.
- (f) **After-Tax Employee Contributions.** LTPT Employees may make After-Tax Employee Contributions if After-Tax Employee Contributions are permitted under the Plan, unless the Employer elects otherwise below:
 - ☐ LTPT Employees are not permitted to make After-Tax Employee Contributions under the Plan.
- (g) **Rollover Contributions.** LTPT Employees may make Rollover Contributions if Rollover Contributions are permitted under the Plan, unless the Employer elects otherwise below:
 - ☐ LTPT Employees are not permitted to make Rollover Contributions under the Plan.
- (h) **Automatic Contribution Arrangements.** LTPT Employees are subject to the Plan's Automatic Contribution Arrangement provisions (including automatic escalation), unless the Employer elects otherwise below:
 - ☐ (1) LTPT Employees are not subject to the Automatic Contribution Arrangement provisions of the Plan.
 - ☐ (2) LTPT Employees are subject to the Plan's Automatic Contribution Arrangement provisions (**excluding automatic escalation**).

[Note: If the Plan is subject to the mandatory automatic enrollment rules under S2IA §4.01, LTPT Employees must be automatically enrolled in the Plan and the above elections do not apply.]

- (i) **Vesting Computation Periods (VCPs).** LTPT Employee will not receive vesting credit for VCPs beginning before January 1, 2021, unless the Employer elects otherwise below:
 - ☐ (1) All VCPs beginning before January 1, 2021 will be taken into account for determining vesting credit for LTPT Employees.
 - ☐ (2) Describe the VCPs beginning before January 1, 2021 that will be taken into account for determining vesting credit for LTPT Employees: _____
- (j) **Nondiscrimination and coverage election.** If the Plan is not a Safe Harbor 401(k) Plan, the Employer may administratively elect on an annual basis to exclude LTPT Employees from all nondiscrimination and coverage tests listed under S2IA §4.03(f).

If the Plan is a Safe Harbor 401(k) Plan, the Employer excludes LTPT Employees from all nondiscrimination and coverage tests listed under S2IA §4.03(f), unless elected otherwise below:
 - ☐ The Plan is a Safe Harbor 401(k) Plan intended to satisfy the ADP safe harbor provisions of Code §§401(k)(12) or (13) and/or the ACP safe harbor provisions of Code §§401(m)(11) or (12) and the Employer elects to INCLUDE LTPT Employees in all nondiscrimination and coverage tests listed under S2IA §4.03(f). (The Employer must make this nondiscrimination and coverage election before the Plan Year for which the election applies.)
- (k) **Top-Heavy Plan election.** LTPT Employees will not receive a Top-Heavy Plan minimum allocation as provided under Section 4 of the BPD, unless the Employer elects otherwise below.
 - ☐ LTPT Employees will receive a Top-Heavy Plan minimum allocation as provided under Section 4 of the BPD, if applicable.
- ☐ (l) **Describe other rules applicable to LTPT Employees:** _____

[Note: Any rules under this (l) must be consistent with requirements for the participation of LTPT Employees as set forth under S2IA §4.03.]

S2-6. STARTER 401(k) PLANS FOR EMPLOYERS WITH NO RETIREMENT PLAN. (S2IA §4.05)

[Applies to all Plans with 401(k) provisions, except the Governmental Plan and the Church Plan.]

- ☐ **Establishment of Starter 401(k) Plan.** The Employer establishes a Starter 401(k) Plan, as of the effective date indicated on the Employer Signature Page of the Adoption Agreement. The effective date may be no earlier than December 31, 2023.

[Note: An Employer adopting a Starter 401(k) Plan should complete the Adoption Agreement consistent with the requirements applicable to a Starter 401(k) Plan, as described under S2IA §4.05. The Employer must designate an automatic (default) deferral percentage of at least 3% and not more than 15%, a minimum service requirement of not more than one Year of Service, a minimum age requirement of not more than age 21, and an Entry Date.]

S2-7. PENSION-LINKED EMERGENCY SAVINGS ACCOUNT (PLESA). (S2IA §4.06)

[Applies to all Plans with 401(k) provisions.]

- (a) **Establishment of a PLESA.** Unless otherwise elected below, the Plan does not include PLESAs.
- ☐ Effective for Plan Years beginning on or after ____ [enter a date no earlier than January 1, 2024], the Employer establishes, as part of the Plan, a PLESA for the benefit of eligible Participants, as provided under Code §402A(e) and ERISA §§801 – 804.
- (b) **Elections relating to PLESAs.** If PLESAs are established under the Plan, the Employer may make the following elections:
- ☐ (1) Instead of \$2,500 the Plan limits the portion of a Participant's Account attributable to PLESA contributions to \$ ____ [insert amount less than \$2,500]
- ☐ (2) Instead of requiring an affirmative election by a Participant to contribute to the PLESA, the Plan will automatically enroll eligible Participants at a rate of ____% [must be 3% or less]

S2-8 SIMPLE 401(k) PLAN PROVISIONS. (S2IA §4.07)

[Applies to the DC Plan if used as a SIMPLE 401(k) Plan. New SIMPLE 401(k) Plans must also complete AA §6A-10.]

Subject to the increased Salary Deferral and Catch-Up Contribution limits described under S2IA §4.07(b) and (c), the Provisions under the current Plan document will apply to SIMPLE 401(k) Plans, unless elections are made under this §S2-8. See §S2-4 for elections relating to higher Catch-Up Contributions for Participants who have attained ages 60-63.

- ☐ (a) **Election of Matching Contribution or Employer Contribution.**
- ☐ Instead of the election under AA §6A-10(a), the Employer will determine whether to make Matching Contributions or Employer Contributions under S2IA §§4.07(b)(4) or 4.07(c)(4) on an annual basis.
- ☐ (b) **Additional Employer Contributions to SIMPLE 401(k) Plan.** Effective for taxable years beginning on or after January 1, 2024, an Employer may make additional discretionary Employer Contributions to its SIMPLE 401(k) Plan for each Eligible Employee in a uniform manner, provided that such contribution may not exceed the lesser of up to 10% of compensation or \$5,000 (indexed for inflation). The Employer may elect below to make the additional Employer Contribution as a fixed contribution to the Plan.
- ☐ Effective for Plan Years beginning on or after ____ [no earlier than January 1, 2024], the Employer elects to make an additional fixed Employer Contribution to the SIMPLE 401(k) Plan for the Plan Year equal to ____% of SIMPLE Compensation [may not exceed 10%] up to:
- ☐ (1) \$5,000
- ☐ (2) \$ ____ [must be less than \$5,000]
- ☐ (c) **Election to increase contribution limits for Employers with more than 25 Employees.** Effective for taxable years beginning on or after January 1, 2024, for an Employer with 26 to 100 Employees who receive at least \$5,000 of compensation for the preceding year that sponsors a SIMPLE 401(k), the otherwise applicable Salary Deferral limit and the limit on the SIMPLE 401(k) Catch-Up Contribution are increased by 10% if the Employer elects below to either provide for a 4% Matching Contribution or a 3% Employer Contribution.
- ☐ (1) Effective for taxable years beginning on or after ____ [no earlier than the taxable year beginning on or after January 1, 2024], the Employer elects to contribute a Matching Contribution equal to an Eligible Employee's Salary Deferrals up to 4% of the Employee's SIMPLE Compensation for the full calendar year.
- ☐ (2) Effective for taxable years beginning on or after ____ [no earlier than the taxable year beginning on or after January 1, 2024], the Employer elects to contribute an Employer Contribution of 3% of SIMPLE Compensation for the full calendar year for each Eligible Employee.
- ☐ (3) Effective for taxable years beginning on or after ____ [no earlier than the taxable year beginning on or after January 1, 2024], the Employer will determine on an annual basis whether to make Matching Contributions equal to the Eligible Employee's Salary Deferrals up to 4% of the Employee's SIMPLE Compensation for the full calendar year or Employer Contributions of 3% of SIMPLE Compensation of the Eligible Employee for the full calendar year.
- ☐ (d) Other SIMPLE 401(k) provisions: _____

[Note: Any special rules under subsection (e) must satisfy the nondiscrimination requirements under Code §401(a)(4) and the requirements for a SIMPLE 401(k) Plan as described in S2IA §4.07.]

S2-9 RETROACTIVE FIRST YEAR SALARY DEFERRALS FOR SOLE PROPRIETORS. (S2IA §4.08)

[Applies to all Plans with 401(k) provisions, except the Governmental Plan and the Church Plan.]

- ☐ As provided under S2IA §4.08, the Employer, as an eligible sole proprietor, elects to adopt the Plan, including the ability of a sole proprietor to make Salary Deferrals, retroactively to ____ [insert first day of the Plan Year for which Plan is initially effective – date must be on or after December 30, 2022.]

ELECTIVE PROVISIONS RELATING TO MATCHING CONTRIBUTIONS

S2-10. OPTIONAL TREATMENT OF MATCHING CONTRIBUTIONS AS DESIGNATED ROTH MATCHING CONTRIBUTIONS. (S2IA §5.01)

[Applies to all Plans with 401(k) provisions.]

- ☐ (a) A Participant may not elect to treat a nonforfeitable Matching Contribution made on behalf of such Participant as a Designated Roth Matching Contribution.
- ☐ (b) Effective ____ [insert date on or after December 30, 2022], a Participant MAY elect to treat a nonforfeitable Matching Contribution made on behalf of such Participant as a Designated Roth Matching Contribution.
- ☐ (c) Describe any special rules relating to the optional treatment of nonforfeitable Matching Contributions as a Designated Roth Matching Contribution: _____

S2-11. TREATMENT OF QUALIFIED STUDENT LOAN PAYMENTS (QSLPs) AS SALARY DEFERRALS FOR PURPOSES OF MATCHING CONTRIBUTIONS. (S2IA §5.02)

[Applies to all Plans with 401(k) provisions.]

- ☒ (a) The Plan does not treat QSLPs as Salary Deferrals (or After-Tax Employee Contributions, if applicable) for purposes of Matching Contributions.
- ☐ (b) Effective for Plan Years beginning on or after ____ [enter a date no earlier than January 1, 2024], the Plan will treat QSLPs as Salary Deferrals (or After-Tax Employee Contributions, if applicable) for purposes of Matching Contributions, as provided for under §110 of the SECURE 2.0 Act.
- ☐ (c) Describe any special rules relating to the treatment of QSLPs as Salary Deferrals (or After-Tax Employee Contributions, if applicable) for purposes of Matching Contributions: _____

S2-12. FEDERAL SAVER'S MATCHING CONTRIBUTION. (S2IA §5.03)

[Applies to all Plans with 401(k) provisions. Note, an Owners Only (Solo k) Plan may accept federal saver's matching contributions to the extent allowed under applicable IRS guidance.]

- ☒ (a) Employer will not accept receipt of the federal saver's matching contribution.
- ☐ (b) The Employer elects to accept the receipt of the federal saver's matching contribution, effective ____ [insert date on or after January 1, 2027].
- ☐ (c) Describe special rules applicable to the federal saver's matching contribution: _____

ELECTIVE PROVISIONS RELATING TO DISTRIBUTIONS

S2-13. AVAILABILITY OF INVOLUNTARY CASH-OUT DISTRIBUTIONS. (S2IA §6.01)

[Applies to all Plans.]

- ☐ (a) **No change to Involuntary Cash-Out Distribution related-provisions as elected under the Adoption Agreement and as applicable before January 1, 2024 (i.e., prior to the effective date of §304 of the SECURE 2.0 Act).**
- ☒ (b) **Involuntary Cash-Out Distributions.** Beginning January 1, 2024, or, if later, April 1, 2024 ____ [insert date after January 1, 2024], a Participant who has a termination of employment with a vested Account Balance of \$7,000 or less will receive an Involuntary Cash-Out Distribution, subject to the Automatic Rollover provisions under the Plan.
- ☐ (c) **No Involuntary Cash-Out Distributions.** Beginning January 1, 2024, or, if later, ____ [insert date after January 1, 2024], the Plan does not provide for Involuntary Cash-Out Distributions. A Participant who has a termination of

employment must consent to any distribution from the Plan.

- ☐ (d) **Lower Involuntary Cash-Out Distribution threshold.** Beginning January 1, 2024, or, if later, ____ [insert date after January 1, 2024], a Participant who has a termination of employment will receive an Involuntary Cash-Out Distribution only if the Participant's vested Account Balance is less than or equal to:
- ☐ (1) \$1,000
- ☐ (2) \$5,000
- ☐ (3) \$____ (*must be less than \$7,000*)
- ☐ (e) **Application to spousal consent requirements.** Beginning January 1, 2024, or, if later, ____ [insert date after January 1, 2024], if the Plan is subject to the Qualified Joint and Survivor Annuity rules and this subsection (e) is elected, the elections in subsections (a) - (d) do not apply in determining the dollar threshold for spousal consent under the Plan and instead the spousal consent threshold is \$7,000 or such lower amount as selected below:
- ☐ (1) \$1,000
- ☐ (2) \$5,000
- ☐ (3) \$____ (*must be less than \$7,000*)
- ☐ (f) Describe any special rules relating to Involuntary Cash Out Distributions and/or spousal consent requirements: _____

S2-14. AVAILABILITY OF IN-SERVICE DISTRIBUTIONS. (S2IA §§6.03, 6.04, 6.05 and 6.07)

[Applies to all Plans, except the Money Purchase Plan.]

A Participant may withdraw all or any portion of such Participant's vested Account Balance, to the extent designated, upon the occurrence of any of the event(s) selected under this §S2-14. If more than one option is selected for a particular contribution type under this §S2-14, a Participant may take an in-service distribution upon the occurrence of any of the selected events, unless designated otherwise under this §S2-14.

If the Plan allows for Rollover Contributions under AA §C-2 or After-Tax Employee Contributions under AA §6D, unless elected otherwise under this §S2-14, a Participant may take an in-service distribution from such Participant's Rollover Account and After-Tax Employee Contribution Account at any time. If the Plan provides for Safe Harbor Contributions (SH) under AA §6C, unless elected otherwise under this §S2-14, a Participant may take an in-service distribution from such Participant's Safe Harbor Contribution Account at the same time as elected for Salary Deferrals under §S2-14. Unless otherwise described under §S2-14(e), a Participant may take an in-service distribution from a Transfer Account as allowed for the underlying contribution source.

All Available Sources	Deferral	Match	ER	R/O	AT	SH	
☐	☐	☐	☐	☐	☐	☐	(a) As an Emergency Personal Expense Distribution beginning January 1, 2024, or, if later, ____ [insert date after January 1, 2024].
☐	☐	☐	☐	☐	☐	☐	(b) As a Domestic Abuse Distribution beginning January 1, 2024, or, if later, ____ [insert date after January 1, 2024].
☐	☐	☐	☐	☐	☐	☐	(c) As a Qualified Long-Term Care Distribution beginning December 30, 2025, or, if later, ____ [insert date after December 30, 2025].
☐	☐	☐	☐	☐	☐	☐	(d) As a Terminally Ill Individual Distribution beginning December 30, 2022, or, if later, ____ [insert date after December 30, 2022]. [Note: Not available with respect to Salary Deferrals, Traditional Safe Harbor Contributions, QACA Safe Harbor Contributions, QNECs and QMACs, unless legislation amends Code §72(t)(2)(L) to allow a Terminally Ill Individual Distribution as a permissible distribution event.]
☐	☐	☐	☐	☐	☐	☐	(e) Describe: _____

[**Note:** Unless designated otherwise under subsection (e), any selection(s) in the Deferral column also apply to Roth Contributions, QMACs and QNECs. Except, Qualified Long-Term Care Distributions may not be taken from Roth accounts. Elections under the ER column also apply to Mandatory Contributions, unless otherwise provided in subsection (e). Any event described in subsection (e) may not violate the permissible distribution events under the Plan.]

- ☐ (f) **Special distribution rules for in-service distributions.**

☐ (1) The following are not available to Participants who have had a termination of employment:

☐ (i) Emergency Personal Expense Distributions

☐ (ii) Domestic Abuse Distributions

☐ (iii) Qualified Long-Term Care Distributions

☐ (iv) Terminally Ill Individual Distributions

☐ (2) The following are not available unless the Participant is 100% vested in the source from which the distribution is taken:

☐ (i) Emergency Personal Expense Distributions

☐ (ii) Domestic Abuse Distributions

☐ (iii) Qualified Long-Term Care Distributions

☐ (iv) Terminally Ill Individual Distributions

☐ (3) Other distribution rules: _____

S2-15. REQUIRED MINIMUM DISTRIBUTIONS ELECTIONS AND RULES. (S2IA §6.08) [If the Employer has made elections related to the required minimum distribution rules under the CARE/SECURE Interim Amendment, such elections will not be overridden unless elected otherwise below.]

[Applies to all Plans.]

[Note: The Plan shall comply with the required minimum distribution requirements of Code §401(a)(9) and applicable regulations. The Employer may develop administrative procedures to assist the Plan in complying with the required minimum distribution requirements.]

(a) **Application of life expectancy and 10-year rules to Eligible Designated Beneficiaries.**

Unless the Employer elects otherwise under this subsection (a), required minimum distributions under the Plan when the Participant dies prior to the Required Beginning Date shall be made as follows: (1) if the Participant does not have a Designated Beneficiary, distributions must satisfy the 5-year rule under Code §401(a)(9)(B)(ii); (2) if the Participant has a Designated Beneficiary that is not an Eligible Designated Beneficiary, distributions must satisfy the 10-year rule; or (3) if the Participant has an Eligible Designated Beneficiary, distributions must satisfy the life expectancy rule.

☐ Instead of the above default rule, the Plan will apply the following rule:

☐ (1) The 10-year rule applies to all Eligible Designated Beneficiaries.

☐ (2) The entire interest of an Eligible Designated Beneficiary will be distributed by the end of the ____ calendar year [may not be greater than 9th] following the year the Participant dies.

☐ (3) The Participant or Eligible Designated Beneficiary may elect to apply either the 10-year rule or the life expectancy rule to determine the required minimum distributions when the Participant dies before such Participant's Required Beginning Date. If the Participant or Eligible Designated Beneficiary does not make such an election on a timely basis:

☐ (i) the life expectancy rule applies to all Eligible Designated Beneficiaries.

☐ (ii) the 10-year rule applies to all Eligible Designated Beneficiaries.

☐ (iii) the 10-year rule, reduced to ____ years, applies to all Eligible Designated Beneficiaries.

☐ (4) Describe the manner (including effective date) in which the 10-year rule and life expectancy rule apply to Eligible Designated Beneficiaries: _____

(b) **Describe any rules relating to the application of the required minimum distribution rules under Code §401(a)(9):** _____

MISCELLANEOUS PROVISIONS

S2- 16 PLAN AMENDMENT INCREASING EMPLOYER CONTRIBUTIONS FOR PREVIOUS PLAN YEAR. (S2IA §7.06)

[Applies to all Plans.]

☐ (a) Effective ____ [insert date during the immediately preceding Plan Year that is no earlier than January 1, 2024], the Employer elects to amend the Plan to increase Employer Contributions (as provided for in the Adoption Agreement) and to treat such amendment as having been adopted as of the last day of the Plan Year in which the amendment is effective.

☐ (b) Describe special rules relating to plan amendment increasing Employer Contributions for previous Plan Year: _____

[Note: In lieu of an election under this §S2-16, the Employer may include the effective date of the Plan amendment on the Employer Signature Page. Any Adoption Agreement restriction that the effective date may be no earlier than the first day of the Plan Year in which the amendment is adopted does not apply.]

S2-17 MILITARY SPOUSE PLAN ELIGIBILITY. (S2IA §7.07)

[Applies to all DC Plans, except the Owners Only (Solo k) Plan, the Governmental Plan and the Church Plan.]

Effective for taxable years beginning after December 29, 2022, if the Employer is an Eligible Small Employer that meets the requirements of Code §45AA, such Employer may be entitled to a tax credit with respect to each Military Spouse Employee who participates in the Plan. Although Code §45AA is not a qualification requirement under Code §401(a), the Employer may want to design the Plan to satisfy the applicable requirements. The Employer may design the Plan to meet the Code §45AA requirements under the terms of the Adoption Agreement or under this §S2-17.

☐ (a) **The Employer elects the following special provisions applicable to Military Spouses. All Matching Contributions and/or Employer Contributions made on behalf of Military Spouses are immediately 100% vested.**

☐ (1) A Military Spouse will enter the Plan immediately upon such Military Spouse's Employment Commencement Date and is immediately eligible to receive Matching Contributions and/or Employer Contributions which are not less than the amount of such contributions that a similarly situated Participant who is not a Military Spouse would be eligible to receive under the Plan after two (2) Years of Service for eligibility purposes.

- ☐ (2) A Military Spouse will enter the Plan on the date which is two months after such Military Spouse's Employment Commencement Date and is then immediately eligible to receive Matching Contributions and/or Employer Contributions which are not less than the amount of such contributions that a similarly situated Participant who is not a Military Spouse would be eligible to receive under the Plan after two (2) Years of Service for eligibility purposes.
- ☐ (3) A Military Spouse will enter the Plan on the next Entry Date following such Military Spouse's Employment Commencement Date, but in no event later than two months after such Employment Commencement Date, and is then immediately eligible to receive Matching Contributions and/or Employer Contributions which are not less than the amount of such contributions that a similarly situated Participant who is not a Military Spouse would be eligible to receive under the Plan after two (2) Years of Service for eligibility purposes.
- ☐ (4) A Military Spouse will enter the Plan on the date which is ____ months (cannot exceed two (2)) or ____ days (cannot exceed 60) after such Military Spouse's Employment Commencement Date and is then immediately eligible to receive Matching Contributions and/or Employer Contributions which are not less than the amount of such contributions that a similarly situated Participant who is not a Military Spouse would be eligible to receive under the Plan after two (2) Years of Service for eligibility purposes.
- ☐ (b) Effective date of special provisions applicable to Military Spouses: _____
- ☐ (c) Describe special rules relating to contributions for Military Spouses: _____

S2-18. PEP FIDUCIARY FOR COLLECTING CONTRIBUTIONS TO THE PEP. (S2IA §8.01)

- ☐ Instead of the PPP, the fiduciary for collecting contributions to the PEP is: _____

S2-19. SPECIAL PROVISIONS.

[Applies to all Plans.]

If the Employer wishes to provide additional or clarifying provisions to this SECURE 2.0 Act Interim Amendment, the Employer may include such provisions below.

- ☐ Describe any special rules related to this SECURE 2.0 Act Interim Amendment: _____

APPLICATION OF THE SECURE 2.0 ACT INTERIM AMENDMENT

[Signature required only for Employers who override the Provider's default elections.]

Pursuant to Revenue Procedure 2023-37 and Section 14.01(a) of the BPD, this SECURE 2.0 Act Interim Amendment has been adopted by the Pre-Approved Plan Provider on behalf of all adopting Employers. If the Employer wishes to override the Provider's (default) elections, the Employer (or the authorized representative of the Employer) must execute this SECURE 2.0 Act Interim Amendment by signing below. This amendment applies to the signatory Employer and all Participating Employers under the Plan.

Camrosa Water District Profit Sharing Plan

Name of Plan

Camrosa Water District

(Name of Employer)

Norman Huff

General Manager

(Name of Authorized Representative, if applicable)

(Title)

Signed by:



8/28/2026 | 11:28 AM EDT

F3EE0A6AF0804E5...

(Signature)

(Date)

Resolution No: 26-22

A Resolution of the Board of Directors
of Camrosa Water District

**Concerning Certain Amendments to the Camrosa Water
District DCP and 401(a) Plan**

WHEREAS, the Camrosa Water District ("District") maintains the Camrosa Water DCP ("DCP"), an eligible deferred compensation plan within the meaning of Internal Revenue Code Section 457(b), for certain District personnel; and,

WHEREAS, The District also maintains the Camrosa Water District Profit Sharing Plan ("401(a) Plan") under Internal Revenue Code Section 401(a) for certain District personnel; and,

WHEREAS, the DCP and 401(a) Plan are required to be periodically amended to reflect changes required by applicable law in order to retain tax-favored status under Internal Revenue Code Sections 457(b) and 401(a), respectively; and,

WHEREAS, Section 10.1 of the DCP gives the District the right to amend the DCP at any time; and,

WHEREAS, Section 14.01 of the 401(a) Plan gives the District the right to amend the 401(a) Plan at any time; and,

WHEREAS, the Camrosa Water District Board of Directors has determined it is in the best interest of the District to delegate the authority to execute such future periodic amendments required by applicable law to the District's General Manager.

NOW, THEREFORE, BE IT RESOLVED, that the Camrosa Water District Board of Directors delegates the authority to the District's General Manager to execute any future amendments to the DCP and 401(a) Plan which are periodically required by applicable law without the Board's prior approval or subsequent ratification.

ADOPTED, SIGNED, AND APPROVED this 8th day of September 2026.

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

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

Board Memorandum

September 8, 2026

To: General Manager

From: Luis Garcia, Associate Engineer

Subject: Engineering Design Services for the Non-Potable Water AG 2 Tank and Pump Station No. 4.

Objective: Appropriate funding and award a professional consulting services contract for design and bid support services for replacement of the Non-Potable Water AG 2 Bolted Steel Tank and Pump Station No. 4.

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

- 1) Appropriate \$150,000 from the Non-Potable Capital Replacement Fund and establish Capital Improvement Project (CIP) AG 2 Tank and Pump Station No. 4; and
- 2) Authorize the General Manager to award a contract to Provost & Pritchard Consulting Group and issue a purchase order in the amount of \$521,156, for engineering design services, including preparation of a Preliminary Design Report, final design and construction documents, and bid support.

Prior Appropriations: The FY 2025-26 Budget included \$430,000 for design services under two separate projects. The unspent funds were carried forward into FY 2026-27 and will be combined into one project. Staff are requesting an additional appropriation of \$150,000 for the design services phase of this project based on the proposals received. Sufficient funding is available from the District's Non-Potable Water Capital Replacement Fund.

Background: The District currently operates the 50,000-gallon Non-Potable Water AG 2 bolted steel tank and Pump Station No. 4 within an agricultural area at the north end of Gerry Road. The existing tank and pump station was originally constructed in 1991 and has experienced significant corrosion and is difficult to access. The tank and pump station have reached the end of their useful lives and require replacement.

The project will replace the existing tank with a new bolted steel tank with a minimum active volume of approximately 100,000 gallons. Pump Station No. 4 improvements will include replacement of the pumps, motors, piping, valves, electrical equipment, emergency standby generator, controls, and related site facilities. The design will also evaluate site layout, property acquisition, access, grading, drainage, security, and construction phasing. In addition, the new layout will allow alternative access route to the existing AG3 non-potable water tank, instead of traversing through the property owner's private driveway. Maintaining operation of the District's Non-Potable Water system during construction will also be a key design requirement.

Discussion: On April 13, 2026, District staff issued a Request for Proposals (RFP) for design and bid support services for replacement of the Non-Potable Water AG 2 Bolted Steel Tank and Pump Station No. 4. Three proposals were received by the May 22, 2026, deadline. The proposals were evaluated

based on project approach and methodology, detailed scope of work, project schedule, qualifications, and overall clarity. Following the technical evaluation, staff identified Provost & Pritchard Consulting Group (P&P) as the most qualified firm and negotiated the proposed scope and fee. As a result of these negotiations and agreed upon scope refinements, P&P reduced its original base fee by \$71,745, from \$592,901 to \$521,156. Staff reviewed the proposed labor effort, staffing, subconsultant services, and deliverables and determined that the scope is complete and the fee is fair and reasonable.

P&P's scope generally includes:

- Project management, coordination, and meetings
- Data collection, geotechnical investigation, and property acquisition/right-of-way support
- Preliminary Design Report evaluating alternative facility layouts, hydraulics, and construction phasing
- Preparation of 60%, 90%, and 100% final plans, technical specifications, cost estimates, and construction schedules
- Permitting and coordination with utilities and the District's system integrator
- Engineering support services during bidding

The work is anticipated to take approximately 13 months from notice to proceed through completion of bidding.

Staff recommends awarding the contract to P&P in the amount of \$521,156.

Attachment:

- *Provost & Pritchard Proposal*

PROPOSAL

CAMROSA WATER DISTRICT DESIGN AND BID SUPPORT SERVICES FOR THE REPLACEMENT OF THE AG2 BOLTED STEEL TANK & PS4 PUMP STATION

MAY 22, 2026

PROVOST & PRITCHARD CONSULTING GROUP

2310 E Ponderosa Drive Suite 22 • Camarillo, CA 93010 • (866) 776-6200
www.provostandpritchard.com

Terry Curson, District Engineer
Camrosa Water District
7385 Santa Rosa Road
Camarillo, CA 93012

RE: Request for Proposal for Design and Bid Support Services – Replacement of the AG2 Bolted Steel Tank & PS4 Pump Station

Mr. Curson:

Provost & Pritchard Consulting Group (Provost & Pritchard/P&P) is pleased to submit this proposal to provide design and bid support services for Replacement of the AG2 Bolted Steel Tank and PS4 Pump Station Project (Project). We understand the District's objective is not simply to replace aging facilities, but to deliver a practical, constructible project that maintains reliable non-potable water service, coordinates with adjacent property development, and positions the AG2/PS4 facilities for long-term operation.

The Project includes replacement of the existing 50,000-gallon AG2 tank with an approximately 100,000-gallon bolted steel tank and replacement and potential relocation of Pump Station 4, including mechanical, electrical, controls, right-of-way, access, grading, drainage, security, and site improvements. This project requires careful coordination with the adjacent landowner, evaluation of alternative site layouts, and development of construction sequencing that maintains system operations. We address these challenges early by integrating alternatives evaluation, stakeholder coordination, and implementation planning into the preliminary design phase, allowing the District to make informed decisions and move forward with a clear, feasible path to construction. Our team will also coordinate closely with the District's System Integrator, MSO Technologies (MSO), and incorporate their scope into the overall design for seamless integration with the District's existing SCADA and control systems.

Provost and Pritchard's team brings relevant experience in bolted steel tank design, pump station replacement, and system integration. We are committed to responsive communication and disciplined execution, delivering solutions aligned with the District's operational needs and long-term system reliability.

Our Camarillo office will serve as the local point of coordination through the duration of the project. The following individuals will serve as key contacts for this proposal:

Principal-in-Charge:

Matthew Kemp, PE
455 W. Fir Ave, Clovis, CA 93611
(559) 449-2700
mkemp@ppeng.com

Project Manager:

Michael McGovern, PE
2310 E Ponderosa Drive Suite 22, Camarillo, CA 93010
(866) 776-6200
mmcgvorn@ppeng.com

This proposal is submitted on behalf of Provost & Pritchard Consulting Group, Inc. dba Provost & Pritchard Consulting Group the legal entity that will enter into an agreement with Camrosa Water District. Matthew Kemp, PE, Principal-in-Charge, is authorized to represent and bind the firm contractually.

Thank you for your consideration. We appreciate the opportunity to support Camrosa Water District and look forward to delivering a successful project.

Sincerely,



Michael McGovern, PE, QSD
Project Manager



Matthew Kemp, PE
Principal-in-Charge

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SUGGESTED MODIFICATIONS TO THE SAMPLE CONTRACT

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RESUMES

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SUBCONSULTANT PROJECTS

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VENDOR QUESTIONNAIRE

APPENDIX E

POTENTIAL LAYOUTS



BIO & QUALIFICATIONS

Provost & Pritchard brings extensive experience in the planning, evaluation, and design of water storage and pump station facilities for public agencies throughout California. Our team delivers agricultural and municipal water system projects from preliminary design through construction meeting our client's design standards, meeting regulatory requirements, and maintaining continuous operation during construction.

Mike McGovern, PE, serves as Project Manager who brings over 30 years of experience in water infrastructure planning, pipeline and pump station design, and construction support for municipal and regional agencies. Supporting project oversight, **Matt Kemp, PE** provides more than 25 years of experience delivering municipal water system projects, including groundwater wells, tanks, pump stations, and transmission mains.

Brandon Stipe, PE, serves as Technical Lead whose nearly 20 years of experience includes facility planning, water storage, treatment systems, and pump station design, including projects requiring complex phasing and operational continuity. Quality assurance and control will be led by **Kevin Berryhill, PE** who brings over 30 years of experience in water treatment, system evaluation, and Preliminary Design Reports (PDRs), including alternatives analysis and feasibility studies.

Kevin Harmon, PE, supports design with over 30 years of experience in municipal infrastructure, public agency coordination, and construction documentation. **Kevin Pezzoni, PE**, provides specialized electrical engineering expertise for pump stations, water facilities, and SCADA systems integration, with over 25 years of experience in critical infrastructure design.

This team brings a strong combination of planning-level evaluation, detailed design expertise, alternatives analysis, and construction-phase experience, allowing Provost & Pritchard to deliver practical, reliable, and cost-effective solutions tailored to meeting the District's operational needs for years to come.

Provost & Pritchard has engaged the owner-selected system integrator and control specialist, MSO, to prepare the instrumentation and controls design, and integrate SCADA systems, instrumentation, and control strategies into facility design, to efficiently return these upgraded facilities back into the District's agricultural water system.

SUBCONSULTANTS

EARTH SYSTEMS PACIFIC



Earth Systems Pacific (Earth Systems) is a geotechnical engineering, engineering geology, and construction materials testing firm supporting infrastructure and site development projects throughout Ventura County and surrounding regions. Their team provides subsurface investigations, seismic and geologic hazard evaluation, and foundation design recommendations to support planning, design, and construction.

With over 50 years of experience in the region, Earth Systems brings detailed knowledge of local soil, groundwater, and seismic conditions relevant to projects in the Camarillo and greater Ventura County area. Their experience includes support for public facilities, water infrastructure, and site development projects requiring geotechnical evaluation and construction-phase services.

Relevant projects:

- **Ventura Mound Well No. 2**
- **Camrosa Water District Pump Station No. 2**

HAMNER, JEWELL & ASSOCIATES



Hamner, Jewell & Associates (Hamner & Jewell) provides right-of-way acquisition, easement negotiation, property acquisition, relocation assistance, and real property services for public infrastructure projects throughout California. The firm has extensive experience supporting water and wastewater agencies on pipeline, pump station, reservoir, and treatment facility projects, including long-standing work with Calleguas Municipal Water District, the City of Ventura, United Water Conservation District, and the City of Camarillo. Their team is experienced in property acquisition, title review, escrow coordination, and stakeholder coordination for complex infrastructure projects, with expertise in the Federal Uniform Act, California Government Code, and eminent domain procedures.

Relevant projects:

- **VenturaWaterPure Ocean Outfall Project**
- **Salinity Management Pipeline Project**

ENCOMPASS CONSULTANT GROUP, INC.

Encompass Consultant Group, Inc. (ECG) is a civil engineering and land surveying firm providing services to public agencies throughout Ventura County and surrounding regions. Their team includes licensed surveyors and experienced field crews supporting topographic and boundary surveys, right-of-way mapping, and construction staking for infrastructure and site development projects.

ECG has extensive experience supporting municipal projects under on-call contracts, with a focus on accurate data collection, efficient field operations, and coordination with design teams. Their local experience and familiarity with agency standards support timely delivery of reliable survey data for planning, design, and construction.

Relevant projects:

- **Signal Tank, BPS and Waterline Design**
- **City of Camarillo Water Reservoirs #1 and #2**

MSO TECHNOLOGIES

MSO Technologies, Inc. is a consulting engineering and systems integration firm specializing in controls, instrumentation, PLC programming, HMI/SCADA systems, and communications for water, wastewater, utility, and related infrastructure clients. For the AG2 Tank and PS4 Pump Station Replacement Project, MSO will support controls and instrumentation design, including PLC control panel design, instrumentation, SCADA radio communications, cost estimating, design review coordination, bidding support, and SCADA integration/startup services. MSO's work will be led by Lloyd Trick, P.E., whose experience includes automated control systems, PLC/HMI configuration, wireless communications, detailed panel drawings, and system commissioning.

PROJECT APPROACH & DETAILED SCOPE OF WORK

Our approach to the AG2 Tank and PS4 Pump Station Replacement Project focuses on delivering a practical, cost-effective design that supports continuous operation of the recycled water system while establishing a clear and constructible path for implementation.

Our team will evaluate the two RFP site layouts and up to two additional alternatives to identify a cost-effective solution. We will prioritize maintaining recycled water service to adjacent agricultural lands by assessing efficient use of temporary pumping, storage, and phased use of existing facilities to minimize shutdown durations. We will also assess constructing new facilities outside the existing footprints to allow continued operation until cutover, potentially eliminating the need for temporary systems. Refer to figure in Appendix E.

Our team prioritizes construction sequencing early in design to reduce risk, minimize shutdown requirements, and avoid costly change orders with the contractor. We structure our work around clear, decision-focused phases that allow the District to evaluate alternatives and provide input at key milestones, while maintaining control of scope, schedule, and budget.

PROJECT MANAGEMENT AND MEETINGS

We will initiate the project with a kickoff meeting and site visit to confirm project objectives, critical constraints, available data, and key coordination requirements. This establishes a clear foundation for decision-making and alignment with District priorities from the outset.

Our project management approach is structured to maintain progress and avoid delays caused by unresolved decisions or late-stage coordination issues. Early focus will be placed on operational constraints, property and access requirements, permitting considerations, and coordination with the District and System Integrator to avoid downstream redesign and delays.

Our Project Manager, Mr. McGovern, will serve as the District's primary point of contact and will lead regular coordination to track progress, manage scope, and maintain schedule and budget alignment. Project controls include:

- Defined project objectives, assumptions, and design criteria
- Clear roles and responsibilities across the District, consultant team, subconsultants, and System Integrator
- Action item and decision tracking to support timely resolution of key issues
- Regular schedule updates and progress reporting to maintain schedule and budget alignment
- Interdisciplinary coordination reviews with our in-house civil, mechanical, structural, and electrical team and with our subconsultants for surveying, instrumentation/control/system integration to create a seamless design through the disciplines
- Internal quality management during each phase of the project by some of our principal staff members for each of the project disciplines that are not involved with the project

This approach provides a single point of accountability and a structured framework to keep the project progressing efficiently from preliminary design through final delivery. This approach emphasizes proactive communication, clear documentation, and timely decision-making.

DATA COLLECTION

Provost & Pritchard will issue a focused data request at project initiation to establish the baseline for preliminary design and support development of up to four viable, constructable alternatives within site and schedule constraints. This effort will include review of existing reports, mapping, record drawings, operational and water quality data, available survey information, and historical pressure and flow records from the Rosita and PS4 Pump Stations.

Targeted field verification will be performed to confirm critical site constraints, including evaluation of available electrical capacity from Southern California Edison (SCE) to serve the proposed facility—an essential input for early coordination with SCE. The data request process will also identify information gaps that could affect design or implementation; recommendations for supplemental survey, utility verification, and additional investigations will be provided to support timely design advancement.

TOPOGRAPHIC AND BOUNDARY SURVEY

We understand that a topographic and boundary survey has been completed and will be provided by the District. Our team will review the available survey data to confirm adequacy for design and identify any gaps that may impact project development of the selected site layout. We have engaged Encompass Consultant Group to provide additional optional topographical and boundary survey services as needed for the selected site layout and for permanent access to the AG3 Tank.

If additional base mapping, boundary surveys, or utility verification is needed, we will recommend supplemental survey services be added as optional tasks.

PROPERTY ACQUISITION/ROW SERVICES

The Project includes property acquisition, conversion of existing easements to fee ownership, and establishment of permanent access easements. Provost & Pritchard will retain Hamner Jewell & Associates to negotiate with Summerfield Land, LLC, for acquisition of property required for new facilities and permanent access to the AG3 Tank. They will also secure temporary construction easements for potential temporary pumping and storage facilities, staging areas, and construction access.

Hamner Jewell & Associates is currently engaged by the District and has initiated coordination with the landowner regarding the District's planned improvements and adjacent development. Their ongoing involvement provides continuity and facilitates development of mutually beneficial site alternatives.

Encompass Consultant Group will support Provost & Pritchard and Hamner Jewell & Associates by preparing legal descriptions and exhibits for fee acquisition and required easements. Provost & Pritchard will incorporate property needs into the design and coordinate with the District and stakeholders to optimize site layout and permanent access to the AG3 Tank. The team will review the existing Preliminary Title Report for the Summerfield Land LLC parcel to identify existing utility and District easements. If additional property is needed beyond the existing survey limits, Encompass may perform a supplemental boundary survey as an optional task.

GEOTECHNICAL STUDY

Field investigations, testing, and reporting will be performed by Earth Systems' Ventura-based staff with local experience in regional soil and groundwater conditions. Earth Systems will perform the necessary field work, laboratory analyses, and seismic analysis to establish design criteria for the new bolted steel tank, structural foundations, retaining walls, grading, and backfill and compaction. These efforts will provide design parameters and identify constraints that may affect constructability and/or cost. Earth System's evaluation will take into account the existing site conditions and site risks to develop appropriate assumptions used for establishing the design criteria. Findings will be incorporated into the PDR and final design. Existing geotechnical reports, if available, will be used to the extent appropriate for the foundation design of the proposed facilities. The field work investigation will commence after a recommended site layout is approved by the District.

PRELIMINARY DESIGN REPORT

The PDR will serve as the District's primary decision-making document, focused on identifying a preferred alternative that balances operational continuity, constructability, cost, and long-term performance. Provost & Pritchard will prepare a comprehensive PDR documenting preliminary design efforts, establishment of design criteria, and evaluation of feasible site layout and sequencing alternatives.

Alternatives will address facility layout, replacement sequencing, and continuous system operations during construction. Each option will be presented in a structured, side-by-side comparison clearly identifying key benefits and constraints to support informed decision-making.

MAINTAINING CONTINUOUS OPERATIONS DURING CONSTRUCTION

Maintaining continuous operation of the recycled water system is a key design driver. Construction sequencing will be developed to allow demolition, construction, and cutovers with minimal service disruption. This includes evaluation of temporary bypass systems, phased implementation, controlled transitions, and alternative layouts that enable existing facilities to remain operational during construction. Sequencing will be developed in parallel with facility layout to ensure the selected design reflects both the final configuration and a practical implementation approach, reducing the risk of service interruptions, construction conflicts, and change orders.

Alternative site layouts will be evaluated based on:

- Ability to maintain continuous operations during construction
- Cost of Alternative
- Long-term operations and maintenance costs
- Hydraulic performance and system reliability
- Determine if the existing utility transformer has sufficient capacity for the proposed new load.
- Constructability, implementation complexity, and overall project risk
- Geotechnical Considerations
- Site access and compatibility with the landowner property development. This will include permanent access to AG3 Tank
- Property and ROW needs
- Permitting considerations
- Schedule

The preliminary design will develop up to four layout concepts for the tank, pump station, and associated infrastructure—covering access, maintenance, and site improvements, including RFP Alternatives 1 and 2. Each alternative will be assessed for advantages, constraints, and implementation challenges, with planning-level cost and schedule considerations.

SITE ACCESS AND COMPATIBILITY WITH THE ADJACENT LANDOWNER

Project success depends on designing a facility compatible with the adjacent residence and planned development near the existing AG2 Tank and PS4 pump station. Provost & Pritchard will build on prior work by the District and Hamner Jewell & Associates and coordinate early with the landowner's engineer to define access needs near Worth Way and refine two additional layout alternatives.

The preliminary basis of design will incorporate measures to reduce impacts to the adjacent residence, including enclosing the pump station to attenuate noise, minimizing visual impacts, and limiting light pollution. Site access planning will also address operations and maintenance requirements, including pump removal, generator refueling, and tank maintenance.

COORDINATION WITH SOUTHERN CALIFORNIA EDISON

Provost & Pritchard will engage Southern California Edison (SCE) early in the preliminary design process to determine the pump station's existing electrical load and the available capacity of the existing SCE utility transformer. The existing electrical load will be compared with the four alternative's maximum load estimates to determine if the existing SCE transformer can be reused. Provided there is available capacity in their adjacent existing infrastructure, the Southern California Edison work will be limited to pulling new conductor through electrical conduit from the utility transformer to the relocated service entrance meter panel.

PRELIMINARY PUMP STATION DESIGN

Provost & Pritchard will develop a hydraulic model of the Rosita Pump Station, AG2 Tank, PS4 Pump Station, and AG3 Tank to evaluate pump configurations serving the Worth Way distribution system and supplying the AG2 and AG3 tanks. Each system will be analyzed with three primary pumps and a 0–50 gpm jockey pump, maintaining existing pump horsepower as the baseline. Pump sequencing will be flow-based: the jockey pump will meet initial demand up to full capacity, after which larger pumps will be staged on sequentially to operate near their best efficiency points as demand increases, up to peak conditions with all four pumps in service. The analysis will assess current operating conditions to confirm system performance or recommend configuration changes to improve efficiency and reduce operational costs.

As an optional task, the hydraulic model will be integrated into a surge analysis to evaluate the effectiveness of existing surge protection at PS4 and identify improvements for the new pump station facility. Potential measures include new surge tanks, reuse or replacement of the existing hydropneumatic tank, and installation of anti-slam check valves or other surge mitigation devices. This evaluation will address risks such as pump trips, power outages, rapid valve closures, and column separation. The modeling and surge analysis will be initiated early in preliminary design to inform development of four design alternatives.

PUMP BUILDING AND GENERAL SITE IMPROVEMENTS AND CONSIDERATIONS

Provost & Pritchard will develop up to four site alternatives that meet the District’s requirements for operational access, maintenance efficiency, security against theft and vandalism, and wildfire resiliency. A preliminary pump enclosure building design will evaluate material and layout options to enhance durability and accessibility while minimizing visual and noise impacts from pumps and associated equipment. The pump enclosure will be a masonry building with an insulated corrugated steel roof.

Options for protecting electrical equipment, including shade structures, will also be evaluated. Site and facility designs will incorporate applicable elements of NFPA 1140 to enhance fire resilience.

At this stage, site configurations will be assessed to optimize access for routine and major maintenance, including crane access for pump removal through the roof and access for refueling the standby generator. Site civil and grading analyses will support layouts that improve access while managing offsite drainage. Parking areas and site access roads, including connections to the AG3 Tank, will consider planned adjacent development and will consist of Class II aggregate base or asphalt, as appropriate.

DEFINING THE PERMITTING REQUIREMENTS AND ENGAGING THE LOCAL REGULATING AGENCIES

Early in the design phase, Provost & Pritchard meet with staff from the VCAPCD to provide an understanding of our project prior to submitting an Authorization to Construct permit application for the diesel emergency backup generator. The District can opt to have the Construction Contractor obtain the Authorization to Construct Permit after a specific emergency back up generator has been selected per our contract specifications and the VCAPCD’s requirements. The preliminary design will size the diesel emergency backup generator based on demands and duration of an outage. Our engineering will evaluate options for generators meeting the EPA Tier 4 Emissions Standards.

It is our understanding that the Camrosa Water District is considered a special district by the State of California and is exempt from needing a building and grading permit from Ventura County Public Works. Even so, Provost & Pritchard will design a grading plan that is compliant with Ventura County Public Works and design the pump house building in accordance with the current California Building Code requirements and Ventura County Public Works Building Department requirement as appropriate. If required, P&P can assist the District in obtaining a tree removal permit with the Ventura County Public Works Department.

FINAL DESIGN AND CONSTRUCTION DOCUMENTS

Once the District selects a preferred alternative, we will advance the project through structured design milestones focused on delivering complete, coordinated, and biddable documents. Design development at the 60%, 90%, and 100% design levels will be coordinated between the engineering disciplines to ensure a seamless civil, structural, electrical, and instrumentation and control design. Construction

sequencing to confirm that each design decision supports a practical and stageable approach that will allow for continuous water service for duration of construction until the new facilities are cut over.

Our final design development will include, at a minimum:

- New AG2 bolted steel tank with a usable storage capacity of approximately 100,000 gallons, foundation systems
- Pump station replacement and pumping equipment selection
- Piping, valving, surge control, and hydraulic considerations based on a hydraulic analysis of the preferred site layout.
- Electrical service, switchgear, Motor Control Center (MCC)s, standby power, and conduits
- Emergency diesel generator with Automatic Transfer Switch
- Programmable Logic Controller (PLC) and communications integration with the District's existing systems
- Site grading, drainage, and access
- Site improvements, including motion detection site lighting, a no-climb security fence and entry alarms for the pump building
- Compatibility of site design and access to the site with the adjacent property owner's plans for development

Construction documents will include at a minimum:

- **Contract Plans**
 - Camrosa Water District Standard Details, as applicable to the project
 - Plans, sections, profiles, and details for each discipline required for the project (civil, mechanical, structural, electrical, and instrumentation and control)
 - Plans for the access road and driveway entrance that meets the requirements of the City of Camarillo's design standards
 - Use of the existing base map and boundary survey to the extent possible
 - Incorporation of SCE's design requirements to relocate the existing meter panel and extend the existing power service to new meter panel location
- **Contract Specifications**
 - Use of Provost & Pritchard's front-end, unless required to use the Camrosa Water District's front-end documents
 - Use of Provost & Pritchard's Division 1-General Requirements specification sections for general provisions, requirements and responsibilities, schedule and constraints
 - Technical Specifications will be provided in the six-digit CSI specification format

We will prepare design packages at the required milestone, using each submittal to confirm alignment with District expectations, resolve comments efficiently, and reduce downstream bid-phase risk.

QUALITY ASSURANCE AND COST/SCHEDULE CONTROL

Our quality process focuses on delivering complete, coordinated, and biddable documents. Each deliverable undergoes internal interdisciplinary review prior to submission, with emphasis on coordination points that commonly lead to change orders, including civil/structural interfaces, pump and piping layouts, electrical/control integration, and construction sequencing assumptions.

We will update the opinion of probable construction cost and construction schedule at each design milestone to support the District's budget planning and implementation schedule.

ENGINEERING SERVICES DURING BIDDING

This task includes working closely with District staff to initiate the bid process, attend pre-bid meeting, respond to bidder's requests for information (RFI), issue addenda as needed, answer questions during bid opening if requested, review bids received, prepare an award

recommendation memorandum, and prepare conformed set of plans and specifications for construction, if required. We will assist with bid evaluation and provide a recommendation for award.

APPROACH TO MANAGING SUBCONSULTANTS

Subconsultants will be managed through a centralized coordination process led by the Project Manager. Each subconsultant will be integrated into the project schedule, milestone review process, and action item tracking system from the outset. We will define scopes, deliverable expectations, review durations, and coordination checkpoints early to ensure accountability and avoid fragmented design development.

To maximize efficiency and productivity, our team will:

- Assign clear discipline leads and communication pathways
- Hold focused coordination meetings at key milestones
- Consolidate District comments and distribute them through a single review process
- Maintain consistent design criteria and document standards across all disciplines
- Perform internal coordination reviews before each submittal
- Proactively manage scope interfaces to reduce overlap, gaps, and rework

This approach allows the District to work through one accountable project leadership structure while benefiting from a coordinated multidisciplinary team.

DETAILED SCOPE OF WORK

Provost & Pritchard and subconsultant team members (CONSULTANT) will provide engineering services to support preliminary design, final design, and bidding for the replacement of the AG2 tank and PS4 pump station. This scope aligns with the District's requested tasks and is structured to support efficient decision-making and project delivery.

TASK 1 – PROJECT MANAGEMENT AND MEETINGS

P&P will provide project management and coordination, including the following services:

- Conduct one in-person kickoff meeting and site visit
- Provide ongoing coordination with the District Project Manager, subconsultants, and System Integrator
- Manage project schedule, budget, and invoicing
- Provide monthly project schedules
- Facilitate up to five (5) additional meetings (in-person or virtual)

DELIVERABLES

- Monthly Project Schedules in PDF Format

TASK 2 – DATA COLLECTION

P&P will collect and validate available project data, which will include the following services:

- Develop and submit an information request list to the District
- Review available reports, record drawings, and mapping

- Perform site reconnaissance and field verification of equipment and site conditions, electrical service size, and site constraints
- Meet with the operator and integrator to discuss system controls, operations and maintenance
- Contact utility companies to obtain records of any utilities in the project area

DELIVERABLES

- Request for Data Letter

TASK 3 – TOPOGRAPHIC AND BOUNDARY SURVEY (OPTIONAL)

P&P will utilize survey data provided by the District and evaluate the need for supplemental topographic and boundary surveys. If needed, P&P will provide the following optional supplemental survey services:

- Research supplemental property information as required for supplemental boundary survey
- Conduct supplemental topographic and boundary surveys, including one site visit and up to one day of supplemental surveying
- Map supplemental survey and integrate with existing base map

DELIVERABLES

- Basemap of Site to Augment Existing Topo

TASK 4 – PROPERTY ACQUISITION/ROW SERVICES

P&P will provide ROW and property acquisition support services, including:

- Contact property owner to review project plans and identify any required coordination issues
- Support engagement with the adjacent landowner for right-of-entry for field investigations and surveys
- Identify property needs for the new AG2 tank, PS4 improvements, and access to AG3 during the preliminary design site alternatives analysis
- Evaluate conversion from easement rights to fee ownership
- Prepare legal descriptions and exhibits required to convert the existing easement rights to fee ownership, acquire additional land in fee, establish permanent easements and provide temporary construction easements
- Obtain an appraisal report for the land and easements required
- Support acquisition of additional land, permanent easements, and temporary construction easements, as required
- Coordinate with the District and property owner

DELIVERABLES

- Appraisal Report
- Draft and Final Offer Package to Property Owner
 - Offer Letter
 - Appraisal Summary Statement
 - Right-of-Way Agreement, Including Plat Maps and Legal Descriptions for Permanent and Temporary Construction Easements
 - Deed for Property Owned in Fee

TASK 5 – GEOTECHNICAL STUDY

P&P will perform a geotechnical investigation, including the following services:

- Coordinate with the landowner to obtain right-of-entry access for drill rig access to boring locations
- Perform subsurface exploration and soil borings, including two cone penetration tests (CPT) and drilling approximately four to five hollow-stem auger borings, including two soil borings at the new tank site and one soil boring at the pump station site
- Provide laboratory testing to evaluate the characteristics of the soils sampled
- Evaluate soil conditions and foundation design parameters
- Provide recommendations for the tank foundation preparation, and pump station structures
- Identify seismic design considerations to support design of the new bolted steel storage tank
- Develop recommendations for foundation preparation, backfill, and compaction requirements
- Confirm the suitability of existing site materials for proposed improvements

DELIVERABLES

- Draft and Final Geotechnical Report in PDF format

TASK 6 – PRELIMINARY DESIGN REPORT

P&P will prepare a PDR to evaluate alternatives and define a recommended design approach. Key aspects of the evaluation is summarized in the following sections:

DETERMINING PROPOSED POWER NEEDS AND SCE POWER AVAILABILITY

P&P will evaluate the proposed electrical loads and coordinate with SCE to determine whether the existing electrical service and transformer have sufficient capacity to serve the proposed improvements. Preliminary SCE coordination is anticipated to include the following:

- Conduct a site visit with a member of our electrical team to review the existing electrical facility
- Coordinate a field meeting with SCE staff to review the existing transformer nameplate information, which is located within the locked transformer enclosure
- Review the original service application for the existing facilities, if available from SCE or the District's records, to verify the power rating of the existing utility transformer
- Compare the existing electrical load with the estimated maximum load of the proposed equipment for each of the four design alternatives
- Determine whether the existing transformer can be reused or if service upgrades will be required to support the new facilities

SITE ALTERNATIVES EVALUATION

P&P will evaluate up to four alternatives for replacing the AG2 tank and PS4 pump station while maintaining continuous operation of the existing facilities during construction. The alternatives evaluation is anticipated to include:

- **Temporary bypass system alternative:** Construction of a temporary bypass tank and pump station to maintain system operation during demolition and replacement of the existing facilities
- **Phased construction alternative:** Construction phasing strategy that allows the new facilities to be brought online before demolition of the existing facilities, where feasible
- **Alternative tank siting and layout configurations:** Evaluation of up to two additional site layouts in adjacent areas that avoid impacts to existing operations until the new facilities are ready for service

- **Hydraulic and system evaluation:** Evaluation of the hydraulics for each alternative to confirm the power requirements, system modifications required, and basis for sizing the pumps
- **Pump station replacement approaches and equipment configurations:** Evaluation of pump station layout, equipment configuration, and replacement strategies to support operability, constructability, maintenance access, and long-term reliability
- **Preliminary cost opinions:** Development of a preliminary estimate of probable construction costs for each alternative site layout
- **Identify constraints, risks, and permitting requirements:** Development of a comparison matrix table to evaluate the constraints, risks, and permitting requirements for each alternative site layout.

PUMP STATION EVALUATION AND PLANNING

P&P will evaluate PS4 pump station replacement requirements to confirm the proposed pumping approach, equipment configuration, and operational needs for each alternative. This effort will focus on maintaining reliable service, improving operational flexibility, and integrating the new pump station with the existing non-potable water system. The pump station planning effort will include:

- Hydraulic performance analysis using a basic hydraulic model of the existing system and the four proposed alternatives
- Evaluation of pumping configurations and equipment
- Assessment of redundancy, reliability, and operational flexibility
- Integration with upstream and downstream facilities
- Consideration of lifecycle maintenance and operational needs
- A surge analysis can be performed as an optional task if the hydraulic performance analysis indicates that one is necessary to make recommendations for surge mitigation.

DELIVERABLES

- A Draft, Draft Final and Final PDR will be prepared incorporating the District comments.

TASK 7 – FINAL DESIGN AND CONSTRUCTION DOCUMENTS

Upon approval of the PDR, P&P will prepare final design documents suitable for bidding. Design documents will include preparation of plans, specifications, and Engineer's Opinion of Probable Construction Cost (PS&E) as described below.

Final plans are anticipated to include the following drawings:

- Site Plan
- Grading Plan
- Yard Piping (suction, discharge and pressure relief plan and sections)
- Storm Drain Piping
- Pump and Motor (layout, cross-sections, details, and tables)
- General Piping Details
- Surge Tank and Air Compressors (layout, cross-sections, and details)
- Storage Tank (plan view, sections, and details)
- Electrical-General Notes
- Electrical-Site Plan
- SCE service plan facilities (3 sheets assumed)
- Switchgear and MCC Elevations (2 sheets assumed)
- Single Line Diagram and Load Schedule
- Electrical Power Plan

- Grounding Plan
- Electrical Equipment Shade Structure and Semi-Weather Enclosure (plan, elevation, details, 2 sheets assumed)
- Conduits, Conductors, and Lighting Schedule
- Electrical Control Diagram
- MSO Control Diagrams (3 sheets assumed)
- Instrumentation Plan
- PLC Panel Layout
- PLC Panel Wiring Diagram
- Structural Notes
- Structural Plans- Masonry Building
- Structural Elevation-Masonry Building
- Structural Details-Masonry Building
- Structural Details- Tank Ring Wall Foundation
- Access Road to AG3 Tank- Alignment Layout
- Access Road to AG3 Tank-Cross-Sections and Details
- Corrosion Protection for AG2 Tank- Details (2 sheets assumed)

Specifications will be prepared using P&P's standard specifications for Division 0-Front-end Documents and Division 1-General Requirements in CSI format and conforming to Camrosa's Standard Specifications and format. Technical Specifications not included in the Standard Specifications will be formatted to match Camrosa Water District's Standard.

DELIVERABLES

- 60% Plans, EOPCC, and Construction Schedule in PDF Format, 3 copies on 22-inch X 34-inch bond.
- 90% Plans and Specifications, EOPCC, and Construction Schedule
- 100% Plans and Specifications, EOPCC, and Construction Schedule
- 60%, 90%, and 100% design plans will be provided in PDF format and on 3 copies of 22-inch X 34- inch Bond
- Three copies of the 90% and 100% design specifications in MS-Word format and in PDF format
- Engineer's Opinion of Probable Construction Cost at each final design submittal
- Construction schedules at each submittal
- Final signed and stamped plans and specifications in PDF format, MS-Word for specifications, and Auto CAD drawing files on a USB Drive

TASK 8 – ENGINEERING SERVICES DURING BIDDING

P&P will provide engineering services during bidding, including the following services:

- Attend one pre-bid meeting
- Respond to Requests for Information (RFIs)
- Prepare addenda with RFI responses as required (up to 3 addenda included)
- Assist with bid evaluation and recommendations

DELIVERABLES

- Addenda in PDF format (3)
- Bid Tabulation in PDF format
- Bid Award Recommendation Letter in PDF format

ASSUMPTIONS

- The District will pay all applicable permits required to finalize the contract documents for bid.
- The existing power infrastructure serving the site has the available capacity for the new facilities.
- The ephemeral drainage east of the existing site can continue to be used for draining the storage tank.
- A CEQA Notice of Exemption will be applicable and prepared by the District.
- Land Acquisition/ROW Services
 - No more than two signatories per parcel will be required.
 - No more than one monetary lien subordination per parcel will be required.
 - District will be solely responsible for actual payments to property owner for agreement compensation and all other related fees
 - Any legal review of documents prepared by Hamner & Jewell will be handled directly by the District
- District's existing survey data (topography, boundary & existing easements) is substantially complete and suitable for design and acquisition support purposes.
- Additional boundary survey effort does not include fully establishing the large underlying parcel, setting monuments or filing a Record of Survey with the County Surveyor.
- Five existing easements are listed on the Title Report.
- The District will provide water quality information, including the typical range of water conductivity, chlorides, sulfates, calcium, pH, alkalinity, bicarbonates, hardness, total dissolved solids, and temperature (for optional corrosion design).

OPTIONAL TASKS INCLUDED AS OPTIONAL ITEMS IN FEE ESTIMATE

The following services have been included in the fee estimate as optional tasks:

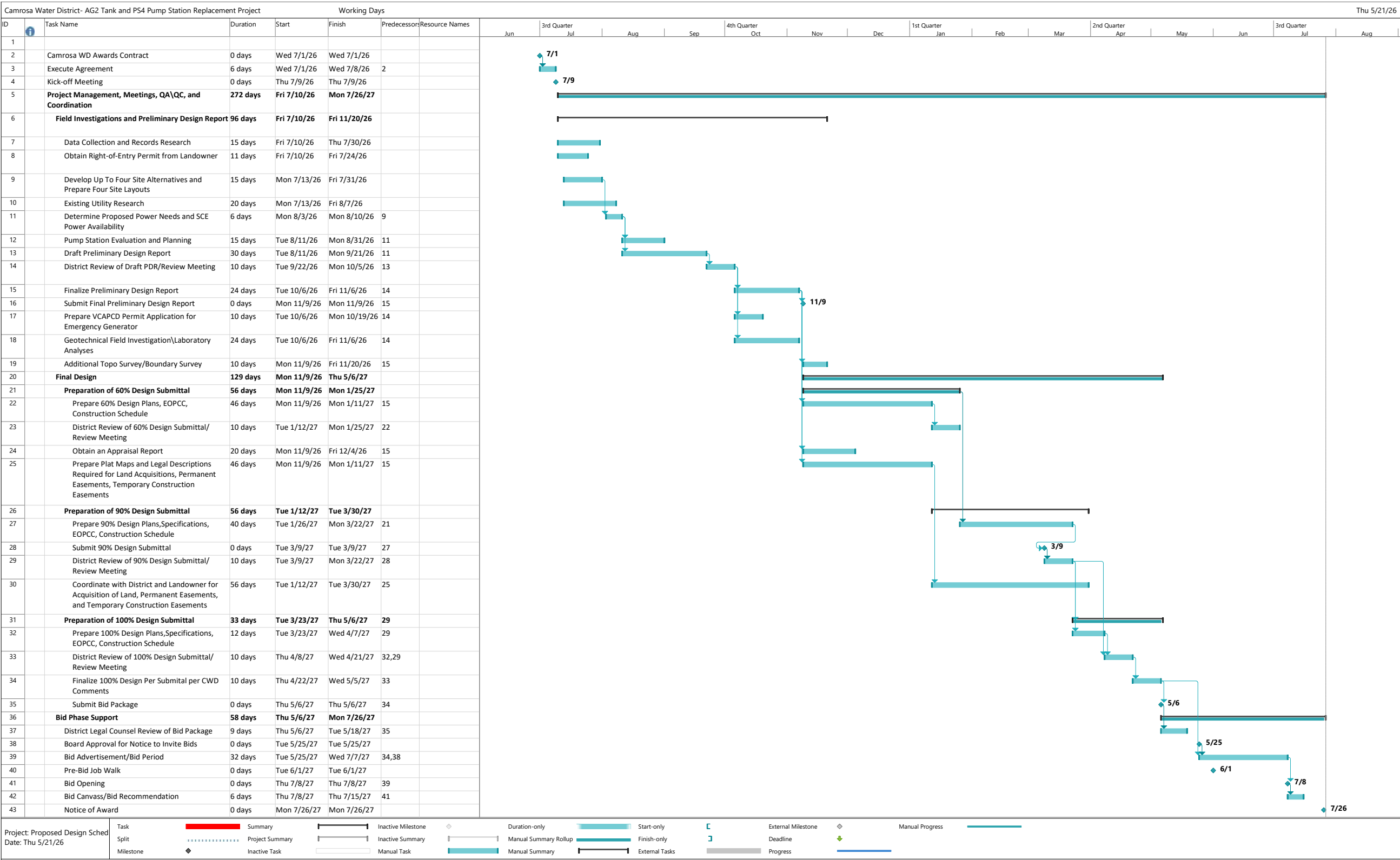
- An additional two days of field surveys and two days of office work to cover any gaps in the existing topographical surveys
- An additional two days of field surveys and two days of office work to cover any gaps in the existing boundary surveys
- If the evaluation of the hydraulics of the proposed system necessitates a surge analysis, P&P will engage Scott Foster Engineering, Inc. to perform a surge analysis and prepare a report with recommendations to mitigate for surges during a power outage or pump shut off.
- If the District wants to include a corrosion design for the AG2 Tank, P&P will engage V&A Engineering to perform the corrosion protection design.
- Preparation of a Southern California Edison Method of Service Study, if necessary.

ADDITIONAL SERVICES AVAILABLE UPON REQUEST

- Additional alternatives analysis for more than four site layout alternatives
- Potholing of existing yard piping and other utilities within the project area
- Environmental documentation (Preparation of a Notice of Exemption or CEQA support)
- Preparation of a California Department of Fish and Wildlife Lake and Stream Alteration Permit, if required.
- Public outreach beyond coordination with Summerfield Land, LLC with our land acquisition subconsultant.
- Preparation of Storm Water Pollution Prevention Plan (SWPPP) for construction activities.
- Preparation of a Dust Control Plan for the VCAPCD
- Engineering services during construction

SCHEDULE

The proposed project schedule has been developed to align with the District’s anticipated timeline and key milestones for completion of the PDR, final design, and bidding support services. Our approach emphasizes timely delivery of intermediate submittals, allowing for thorough District review and incorporation of comments while maintaining overall project momentum. The schedule reflects a logical progression of tasks, coordination efforts, and decision points necessary to deliver a complete and bid-ready project.



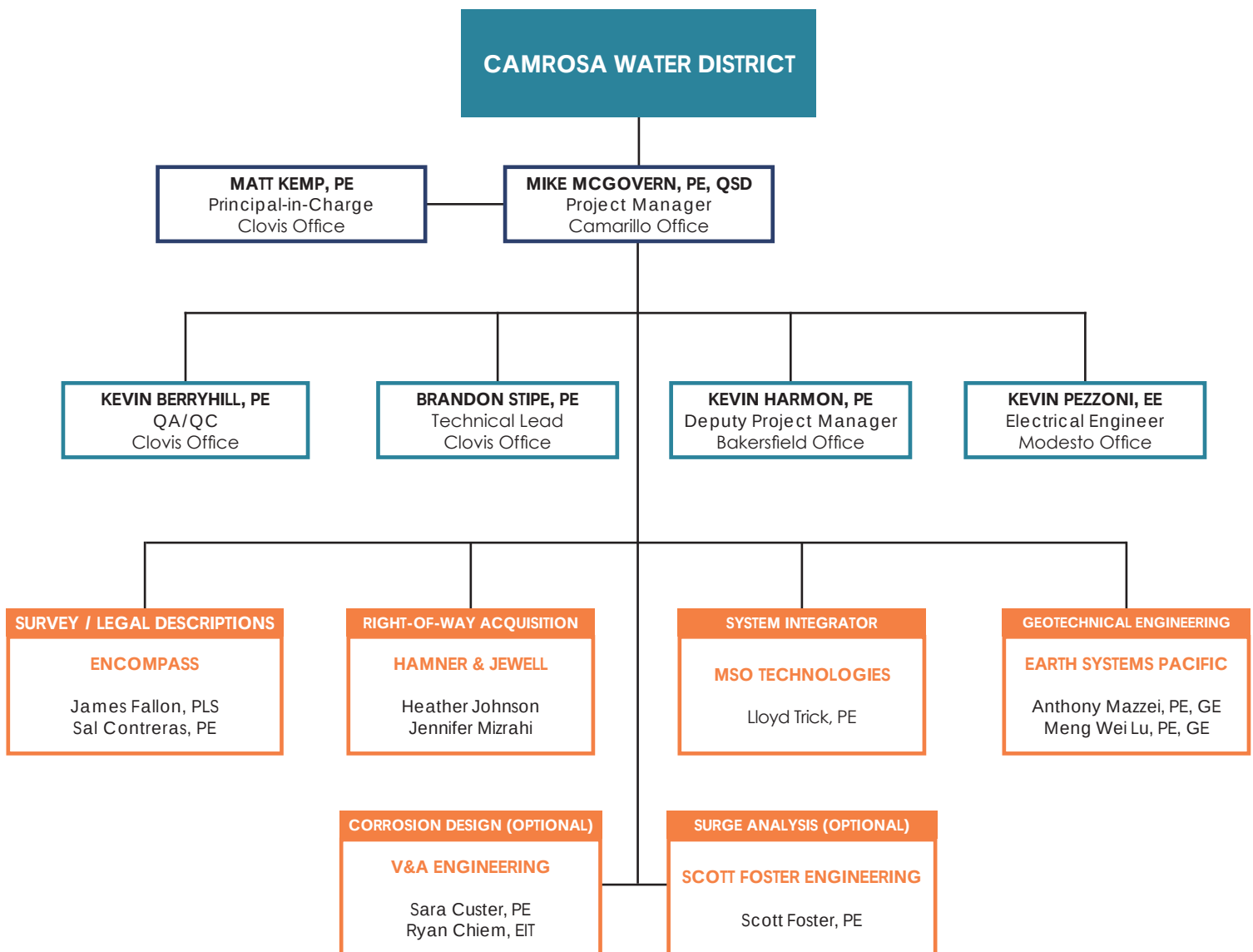
TEAM

Provost & Pritchard has assembled a focused, multidisciplinary team tailored to the AG2 Tank and PS4 Pump Station Replacement Project. The team will be led by Mike McGovern, PE, as Project Manager, who brings more than 30 years of experience in water infrastructure and pump station design. Executive oversight will be provided by Matt Kemp, PE.

Technical leadership will be provided by Brandon Stipe, PE, whose experience includes complex water facility, storage tanks, and pump station design. He will be supported by dedicated QA/QC, civil, and electrical leads to provide a coordinated design.

Provost & Pritchard has also assembled a team of subconsultants with relevant local experience and a proven history of working with our team to successfully deliver challenging projects. In addition, Provost & Pritchard will coordinate with MSO to integrate instrumentation and control equipment into existing SCADA systems and support, seamless system functionality when new facilities are brought online.

This team structure provides clear accountability, strong technical depth, and efficient project delivery aligned with the District's goals.





MIKE MCGOVERN, PE, QSD **PROJECT MANAGER**

Michael McGovern will serve as Project Manager, bringing over 30 years of experience in the planning, design, and construction of water infrastructure projects. His expertise in pump stations, pipelines, and tank replacement aligns directly with the District's needs for design and bid support services. He has led similar projects involving replacement of aging tanks while maintaining operations and design of pump stations with electrical, controls, and backup power systems. Mr. McGovern will oversee coordination with the District, subconsultants, and system integrator, and lead delivery of the PDR and final design with a focus on constructability and operational continuity.



MATT KEMP, PE, **PRINCIPAL-IN-CHARGE**

Matthew Kemp will serve as Principal-in-Charge, bringing over 25 years of experience supporting public agency clients through planning, design, and construction of water infrastructure projects. His background includes district engineering, capital improvement planning, and delivery of pipelines, pump stations, storage tanks, and associated facilities—aligning with the District's design and bid support needs. Mr. Kemp has led complex projects involving permitting, right-of-way coordination, funding, and construction administration, and will provide executive oversight, quality assurance, and strategic guidance to ensure successful project delivery.



KEVIN BERRYHILL, PE **QA/QC**

Kevin Berryhill will serve as QA/QC Lead, bringing over 30 years of experience in water treatment, storage, and pumping system design. His expertise in feasibility studies, preliminary design reports, and detailed design aligns directly with the District's need for a well-developed PDR and high-quality construction documents. Mr. Berryhill has performed peer reviews of large storage tank and pump station designs and led complex treatment and infrastructure projects, providing the technical depth needed to ensure accuracy, consistency, and constructability. He will oversee independent quality reviews at key milestones to ensure deliverables meet District standards and project requirements.



BRANDON STIPE, PE **TECHNICAL LEAD**

Brandon Stipe will serve as Technical Lead, bringing 19 years of experience in the planning and design of water treatment facilities, storage tanks, and pump stations. His expertise in pre-design studies, process design, and construction support aligns with development of a comprehensive PDR and technically sound construction documents. Mr. Stipe has led the design of complex facilities integrating tanks, booster pump stations, and treatment systems, and will lead technical development of the project to ensure coordinated, efficient, and constructible design solutions.



KEVIN HARMON, PE **DEPUTY PROJECT MANAGER**

Kevin Harmon will serve as Deputy Project Manager, bringing over 31 years of experience in public works and municipal infrastructure design. His expertise in utility design, plan preparation, and agency coordination supports development of construction documents and bid-ready deliverables. Mr. Harmon will support day-to-day design development, coordination among team members and stakeholders, and preparation of clear, accurate, and constructible plans and specifications.



KEVIN PEZZONI, EE **ELECTRICAL LEAD**

Kevin Pezzoni will serve as Electrical Lead, bringing over 27 years of experience in electrical design for water and wastewater facilities. His expertise in SCADA, instrumentation and controls, and power systems supports the integration of reliable electrical and control systems for pump stations and tank facilities. Mr. Pezzoni has supported similar infrastructure projects involving wells, treatment systems, and storage facilities, and will lead electrical and controls design to ensure seamless system integration and operational reliability.

SUBCONSULTANT STAFF



HEATHER JOHNSON
SENIOR ASSOCIATE
HAMNER, JEWELL & ASSOCIATES

Heather Johnson is a Senior Associate and ROW Agent with Hamner, Jewell & Associates and has more than 20 years of experience providing property acquisition, easement negotiation, and right-of-way services for water and public infrastructure projects throughout Ventura County and Southern California. Her experience includes supporting pipeline, reservoir, and pump station projects for agencies including Calleguas Municipal Water District, Las Virgenes Municipal Water District, and the City of Ventura. Ms. Johnson is experienced in property owner coordination, easement acquisition, relocation assistance, and right-of-way services for complex public works projects. For the AG2 Tank and PS4 Pump Station Project, she will support property acquisition and right-of-way coordination associated with the proposed facility improvements.



JENNIFER MIZRAHI
RIGHT-OF-WAY AGENT, ESCROW COORDINATOR
HAMNER, JEWELL & ASSOCIATES

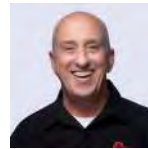
Jennifer Mizrahi, SR/WA, is a Right-of-Way Agent and Escrow Coordinator with Hamner, Jewell & Associates and has extensive experience supporting public infrastructure and utility projects throughout California. Her experience includes right-of-way acquisition, escrow coordination, title review and clearance, deed preparation, and easement acquisition for water, transportation, and public works projects. Ms. Mizrahi has supported projects for agencies including Montecito Water District, the City of Santa Barbara, Santa Barbara County, and the California Department of Water Resources. She is experienced in coordinating complex property transactions and public agency acquisitions and brings strong expertise in escrow processing, stakeholder coordination, and project tracking.



MENG WEI LU, PE, GE
SENIOR GEOTECHNICAL ENGINEER
EARTH SYSTEMS PACIFIC

Meng Wei Lu, PE, GE is a Vice President and Senior Geotechnical Engineer with Earth Systems and has extensive experience providing geotechnical engineering, field investigation, and construction support services for water

and public infrastructure projects throughout California. His experience includes geotechnical investigations and analysis for pump stations, pipelines, reservoirs, treatment facilities, and water tanks for agencies including Camrosa Water District, Carpinteria Valley Water District, and the City of Ventura. Mr. Lu specializes in soil-structure interaction, deep excavations, settlement analysis, slope stability, and development of geotechnical design criteria for complex infrastructure projects.



ANTHONY MAZZEI, PE, GE
PRINCIPAL GEOTECHNICAL ENGINEER
EARTH SYSTEMS PACIFIC

Anthony is a Principal Geotechnical Engineer and Managing Principal with Earth Systems Pacific and has more than 35 years of experience providing geotechnical engineering and materials engineering services for water, wastewater, and public infrastructure projects. His experience includes geotechnical investigations, grading oversight, foundation design recommendations, settlement analysis, and construction support for water tanks, treatment facilities, pump stations, and pipeline projects throughout Southern California. Mr. Mazzei has extensive experience managing multidisciplinary geotechnical programs and providing practical geotechnical solutions for complex public works projects.



JAMES FALLON, PLS
PRINCIPAL SURVEYOR
ENCOMPASS CONSULTANT GROUP

James is a Principal Surveyor with more than 25 years of experience providing land surveying services for public infrastructure and utility projects throughout Southern California. His experience includes topographic and boundary surveys, right-of-way and easement mapping, legal descriptions, ALTA surveys, construction staking, and utility coordination for cities, counties, and water agencies. Mr. Fallon has extensive experience supporting public works and water infrastructure projects under on-call and project-specific contracts and is experienced in multidisciplinary coordination and public agency standards.



SAL CONTRERAS, PE
PRINCIPAL ENGINEER
ENCOMPASS CONSULTANT GROUP

Sal is a Principal Engineer with more than 25 years of civil engineering experience involving public infrastructure,

water systems, and site development projects throughout California. His expertise includes grading and drainage design, hydrologic and hydraulic studies, utility infrastructure, water storage facilities, feasibility studies, construction plans and specifications, and construction administration. Mr. Contreras has extensive experience working with local agencies and water districts and provides technical leadership and quality control for complex public works projects.

LLOYD TRICK, PE
PROJECT ENGINEER
MSO TECHNOLOGIES



Lloyd Trick, PE, is a Project Engineer with MSO Technologies and has more than 35 years of experience in the design and implementation of automated control systems for water, wastewater, and utility infrastructure projects. His experience includes electrical engineering, PLC programming, HMI configuration, SCADA integration, control panel design, and system commissioning for complex municipal facilities. Mr. Trick has extensive experience coordinating with engineers, operators, and field personnel during design and startup and specializes in wireless communication networks, instrumentation, and DC power systems. He is experienced in the development of automated control solutions for pump stations, reservoirs, and treatment facilities throughout California and has worked with Camrosa Water District for several years.

PROJECT EXPERIENCE & REFERENCES

The following projects were selected to demonstrate experience most relevant to the AG2 Tank and PS4 Pump Station Replacement Project, including tank replacement and expansion, pump station design, site access and grading challenges, SCADA and electrical integration, and construction sequencing within active utility systems. These projects also highlight the direct experience of the proposed project team members who will support delivery of this project for Camrosa Water District.

Name of Project	Westside Water Tank and Pump Station
Agency/Company name	City of Mendota
Client contact name	Cristian Gonzalez
Client phone number	(559) 655-3291
Client email address	cristian@cityofmendota.com
Location of project (city, state)	Mendota, CA
Summary of project	The City of Mendota water treatment plant is the single point of supply for the entire City and due to system demands and topography it was challenging to maintain the target system pressure during peak demand in the far reaches of the system. This project included the addition of a new 0.6 MG bolted steel tank with a 3 MGD pump station. The project included bringing a new 3 phase electrical service approximately ½ mile, switchboard, automatic transfer switch, generator pedestal, and SCADA integration.
Staff with experience on this project and proposed for the District's project	Brandon Stipe
Date project completed	In Construction, estimated completion 8/15/2026
Project fee or estimate	\$368,000

Name of Project	MD-1 Water Storage Tank Replacement Project
Agency/Company name	County of Madera
Client contact name	Fahed Mosleh
Client phone number	(559) 675-7811
Client email address	Fahed.Mosleh@maderacounty.com
Location of project (city, state)	Madera County, CA
Summary of project	Provost & Pritchard supported Madera County in addressing critical water storage deficiencies within the Hidden Lakes Estates community, where the existing tank had reached the end of its service life and associated conveyance pipelines required replacement. Our team assisted with the pre-procurement of two 138,000 gallon storage tanks to meet both domestic and fire flow storage requirements and designed inlet and outlet piping to accommodate peak demand and emergency conditions. Due to the challenging hillside location, the project also required site grading, retaining wall design, and storm drain improvements to manage runoff. Provost & Pritchard's role included determining fire storage requirements, sizing tanks and pipelines, and preparing the design plans to deliver a reliable and constructible solution.
Staff with experience on this project and proposed for the District's project	Brandon Stipe
Date project completed	5/5/2025
Project fee or estimate	\$187,000

Name of Project	BVWD 3MG Water Tank Eng Services
Agency/Company name	Bella Vista Water District
Client contact name	Dave Coxey
Client phone number	(530) 241-0185
Client email address	Dcoxe@bvwd.org
Location of project (city, state)	Bella Vista, CA
Summary of project	Provost & Pritchard served as the Project Manager for this project which involved the design of a new 3 million-gallon (MG) water storage tank and booster pump station at the District's existing flow regulation station . The project aimed to enhance operational flexibility and resilience during challenging water supply conditions caused by drought or water quality issues. The new tank and booster pump station enable the District to store a greater water quantity and distribute it to the Main zone and other dependent zones. Provost & Pritchard worked closely with District staff to prepare a grant application, understand operational goals, and develop cost effective solutions. This involved selecting tank material, determining location and size, adding a booster pump station, implementing fill and drain controls, and connecting site piping to existing pipelines. The project also includes the installation of an upsized electrical service, a new electrical panel, Programmable Logic Controller, and field instrumentation to integrate the new facilities into the existing SCADA system. Provost & Pritchard, along with their subconsultants, provided additional services such as surveying, geotechnical investigation and recommendations, and environmental planning and permitting. Bidding and construction management services were also offered by Provost & Pritchard following design completion.
Staff with experience on this project and proposed for the District's project	Brandon Stipe
Date project completed	In construction, estimated completion 5/1/2027
Project fee or estimate	\$1,045,600

Name of Project	Berkeley Tuolumne Camp Design
Agency/Company name	Siegel & Strain Architects
Client contact name	Marjorie Smith
Client phone number	(510) 547-8092
Client email address	Msmith@siegelstrain.com
Location of project (city, state)	Groveland, CA
Summary of project	Provost & Pritchard provided civil engineering and utility design services for the complete reconstruction of the Berkeley Tuolumne Camp, a 360-person recreational facility destroyed in the 2013 Rim Fire. The project posed unique regulatory and technical challenges due to its location on federal land within the Stanislaus National Forest and operation under a Special Use Permit by the City of Berkeley. Scope of work included site grading, parking lot design, surface water intake and treatment, fire water storage and delivery, wastewater collection and treatment, and hydraulic modeling of the adjacent South Fork Tuolumne River to establish base flood elevations. The water storage improvements included two ground-supported, flat-bottom, anchored, glass-fused-to-steel bolted steel tanks: one approximately 38,200-gallon tank and one approximately 253,000-gallon tank, designed in accordance with AWWA D103. Multiple design iterations were completed to support both insurance recovery and long-term camp resiliency, ensuring compliance with current accessibility and building codes. The project reflects Provost & Pritchard's strength in delivering complex infrastructure solutions in environmentally sensitive and remote locations, while coordinating with local, state, and federal agencies.
Staff with experience on this project and proposed for the District's project	Brandon Stipe, Kevin Berryhill, Kevin Pezzoni
Date project completed	6/26/2022
Project fee or estimate	\$1,356,522.24

LABOR HOURS & FEE

A complete fee proposal will be submitted separately in a password-protected format for review following evaluation of the technical proposals, which will include detailed labor hours separated by task for key personnel and subconsultants and billing rates for all P&P staff and subconsultants.

AUGUST REVISED PROJECT FEE SUMMARY

Key Tasks	Original Fee	Revised Fee	Fee Reduction
Task 1: Project Management	\$52,665	\$52,665	\$0
Task 2: Data Collection	\$27,653	\$24,473	\$3,180
Task 3: Property Acquisition/ROW Services	\$65,050	\$63,264	\$1,786
Task 4: Permit Coordination	\$10,881	\$7,476	\$3,405
Task 5: Geotechnical Study	\$34,911	\$34,911	\$0
Task 6: Preliminary Design Report	\$74,650	\$57,546	\$17,104
Task 7: 60% Design Submittal	\$120,154	\$111,948	\$8,206
Task 8: 90% Design Submittal	\$125,026	\$112,565	\$12,461
Task 9: 100% Design Submittal	\$51,881	\$45,558	\$6,323
Task 10: Engineering Services during Bid	\$10,750	\$10,750	\$0
Task 11: Onsite Start Up and Testing of Electrical and Controls Equipment	\$19,280	\$0	\$19,280
SUBTOTAL	\$592,901	\$521,156	\$71,745
OPTIONAL TASKS			
Task 12.01: Additional Field Surveys and Topo Survey	\$11,673	\$5,970	\$5,703
Task 12.02: Additional Field Surveys and Boundary Survey	\$11,788	\$6,200	\$5,588
Task 12.03: Engineering-Surge Analysis	\$27,848	\$27,550	\$298
Task 12.04: Engineering-Corrosion Design for AG2 Tank	\$39,195	\$0	\$39,195
TASK 12.05: P&P - SCE Method of Service Study	\$8,676	\$0	\$8,676
SUBTOTAL OPTIONAL TASKS	\$99,180	\$39,720	\$59,460

TOTAL (KEY TASKS+OPTIONAL Tasks)	\$692,081	\$560,876	
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TOTAL FEE REDUCTION=	\$131,205
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Summary of Scope

Key Tasks	Summarized Scope Description
Task 1: Project Management	• Ongoing coordination with District and Subs • Manage project schedule, budget, and invoicing • Provide monthly project schedules • Hold up to 5 in-person or virtual meetings
Task 2: Data Collection	• Develop and Submit an RFI for Existing Project Data and review provided data • Perform site reconnaissance and field verification of equipment conditions and constraints • Meet with District Operator and Integrator to review system controls • Utility search of utilities in project area
Task 3: Property Acquisition/ROW Services	• Coordinate with property owner for right-of-entry review project plans and review coordination issues. • Support acquisition of additional land, permanent easements, temporary construction easements • Obtain appraisal report for land and easements required. • Evaluate conversion of easement rights to fee ownership
Task 4: Permit Coordination	• Prepare VCAPCD Permit Application for emergency generator • Obtain authorization to construct from VAPCD for emergency generator
Task 5: Geotechnical Study	• Perform 4 to 5 hollow stem auger borings, varying in 5 foot to 30 foot depth • Laboratory testing of soils sample • Tests will include, but may not be limited to: optimum compact and moisture requirements, direct shear testing of anticipated bearing soils; R-Value testing for use in determining preliminary structural paving sections; and pH, resistivity, soluble chloride and soluble sulfate testing of soils. • Prepare draft and final geotechnical report
Task 6: Preliminary Design Report	• Determine proposed power needs and SCE power availability • Evaluate two site alternatives • Assessment of redundancy, reliability, operation flexibility • Consideration of lifecycle maintenance and operation needs • Pump station evaluation and planning • Draft, Draft Final, and Final Preliminary Design Report
Task 7: 60% Design Submittal	• 60% Plans-including general, civil, mechanical, electrical, and instrumentation and controls. • 60% Engineer's Opinion of Probable Construction Costs (EOPCC) • 60% Construction Schedule
Task 8: 90% Design Submittal	• 90% Plans-including general, civil, mechanical, electrical, and instrumentation and controls. • 90% Specifications using P&P standard specifications for Division 0-Front-end documents, and Division 1-General Requirements in CSI format and conforming into Camrosa's Standard Specifications and format. Technical Specifications not included in Camrosa's Standard Specifications. • 90% Engineer's Opinion of Probable Construction Costs (EOPCC) • 90% Construction Schedule

Task 9: 100% Design Submittal	• 100% Plans-including general, civil, mechanical, electrical, and instrumentation and controls. • 100% Specifications using P&P standard specifications for Division 0-Front-end documents, and Division 1-General Requirements in CSI format and conforming into Camrosa's Standard Specifications and format. Technical Specifications not included in Camrosa's Standard Specifications. • 100% Engineer's Opinion of Probable Construction Costs (EOPCC) • 100% Construction Schedule
Task 10: Engineering Services during Bid	• Attend 1 pre-bid meeting • Respond to Requests for Information (RFIs) in addenda • Prepare addenda with RFI responses as required (up to 3 addenda included) • Bid Award Recommendation Letter
Task 11: Onsite Start Up and Testing of Electrical and Controls Equipment	• Deleted- Will be included in a separate contract for engineering services during construction
OPTIONAL TASKS	
Task 12.01: Additional Field Surveys and Topo Survey	• 1-day of additional field survey, 1 day of office work to cover any gaps in existing August 2025 topo survey
Task 12.02: Additional Field Surveys and Boundary Survey	• 1-day of additional field survey, 1 day of office work to cover any gaps in existing August 2025 boundary survey
Task 12.03: Engineering-Surge Analysis	• Perform a surge analysis • Make recommendations to mitigate for surges during a power outage or pump shut-off • Summarize in a surge analysis report
Task 12.04: Engineering-Corrosion Design for AG2 Tank	• Deleted- Will be included in a performance specification for a bolted steel tank manufacturer.
TASK 12.05: P&P - SCE Method of Service Study	• Deleted- Assumes that there is sufficient existing SCE power capacity for the new facilities.

Camrosa Water District
Proposal for AG2 Tank and PS4 Pump Station Replacement
FEE ESTIMATE

Task No.		Task	Principal Engineer V	Principal Engineer VII	Principal Engineer VI	Senior Engineer V	Senior Engineer II	Principal Structural Engineer III	Senior Structural Engineer III	Senior Electrical, I&C	Senior Specialist II	Assistant Electrical, I&C	Assistant Engineer II	Senior Engineer IV	Associate Engineer II	Assistant Engineer V	Assistant Engineer IV	Associate Planner I	Senior Biologist I	Assistant Specialist I	Senior Technician IV	Project Administrator V	Labor Totals	Sub-consultant Fee	Sub-cons. Fee	Miles Traveled	Expenses, Fees	Mileage/ Reimb. Costs	Revised Fee														
			Kemp_M	Howard_E	Stipe_B	McGovern_M	Harmon_K	Hansen_J	Wion_M	Heiser_R	Bergen_W	Gil Sanchez_J	Parra-Plascencia_C	Jacobson_N	Wunderlich_A	Raymond_A	Poire_L	Giacomini_A	Bourne_M	Giacomini_B	Lowell_N	Bravo_V			Markup: 15%	Rate: \$0.725	Markup: 15%																
			Hourly Rate:																								\$275	\$295		\$285	\$225	\$197	\$255	\$205	\$250	\$178	\$162	\$135	\$215	\$156	\$156	\$149	\$137
1		Project Management																																									
1.01		In-Person Kick-off Meeting and Site Visit				4	8																	\$2,476	\$920	\$1,058	250	\$160	\$392	\$3,926													
1.02		Provide On-going Coordination				32											6							\$2,476	\$920	\$1,058	250	\$160	\$392	\$3,926													
1.03		Project Adminstation	6			32								6	6							16		\$13,092	\$2,500	\$2,875			\$0	\$10,969													
1.04		Provide Monthly Project Schedules				14																		\$13,092		\$0			\$0	\$13,092													
																								\$3,150		\$0			\$0	\$3,150													
1.05		Facilitate up to Five(5) additional meetings, including Four(4) Design Review Meetings				20	10																	\$6,470		\$0			\$0	\$6,470													
1.06		Quality Assurance/Quality Control	8	32		2								8	8									\$15,058		\$0			\$0	\$15,058													
			14	32	0	104	18	0	0	0	0	0	0	14	14	0	6	0	0	0	0	16																					
Task 1	Project Management	Fee Subtotal	\$3,850	\$9,440	\$0	\$23,400	\$3,546	\$0	\$0	\$0	\$0	\$0	\$0	\$3,010	\$2,184	\$0	\$894	\$0	\$0	\$0	\$0	\$2,016	\$48,340	\$3,420	\$3,933	250	\$160	\$392	\$52,665														
2		Data Collection																																									
2.01		Develop and Submit an Information Request List			1	4	1			2							4							\$2,478		\$0			\$0	\$2,478													
2.02		Review Available Reports, Record Drawings, and Mapping			4	16	4										18							\$8,210		\$0			\$0	\$8,210													
2.03		Perform Site Reconnaissance and Field Verification				4	8				8													\$3,900		\$0	500		\$417	\$4,317													
2.04		Meet with Operations Staff and System Integrator to Discuss System Controls and O&M				4	8				8													\$3,900		\$0			\$0	\$3,900													
2.05		Utility Coordination				4										12	12					8		\$5,568		\$0			\$0	\$5,568													
			0	0	5	32	21	0	0	2	16	0	0	0	0	12	34	0	0	0	0	8																					
Task 2	Data Collection	Fee Subtotal	\$0	\$0	\$1,425	\$7,200	\$4,137	\$0	\$0	\$500	\$2,848	\$0	\$0	\$0	\$0	\$1,872	\$5,066	\$0	\$0	\$0	\$0	\$1,008	\$24,056	\$0	\$0	500	\$0	\$417	\$24,473														
3		Property Acquisition/ROW Services																																									
3.01		Contact Property Owner to Review Project Plans/Coordination Issues				4											6							\$1,794	\$1,100	\$1,265			\$0	\$3,059													
3.02		Obtain Right-Of-Entry for Field Investigations and Surveys				4																		\$900	\$1,000	\$1,150			\$0	\$2,050													
3.03		Identify Property Needs for New Facilities and Access			2	4	2									10								\$3,424	\$1,000	\$1,150			\$0	\$4,574													
3.04		Evaluate Conversion from Easement Rights to Fee Ownership				6																		\$1,350	\$2,500	\$2,875			\$0	\$4,225													
3.05		Prepare Required Legal Descriptions and Exhibits				8																		\$1,800	\$18,900	\$21,735			\$0	\$23,535													
3.06		Obtain An Appraisal Report				2																		\$450	\$6,050	\$6,958			\$0	\$7,408													
3.07		Support Acquisition of Additional Land, Permanent Easements, Temporary Construction Easements				6											12							\$3,138	\$10,000	\$11,500			\$0	\$14,638													
3.08		Coordinate with the District and Property Owner				4																		\$900	\$2,500	\$2,875			\$0	\$3,775													
			0	0	2	38	2	0	0	0	0	0	0	0	0	10	18	0	0	0	0	0																					
Task 3	Property Acquisition/ROW Services	Fee Subtotal	\$0	\$0	\$570	\$8,550	\$394	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,560	\$2,682	\$0	\$0	\$0	\$0	\$0	\$13,756	\$43,050	\$49,508	0	\$0	\$0	\$63,264														
4		Permit Coordination																																									
4.01		Prepare VCAPCD Permit Application for Emergency Generator				8											12	8						\$4,684		\$0			\$0	\$4,684													
4.02		Obtain Authorization to Construct from VCAPCD Emergency Generator				6											6	4						\$2,792		\$0			\$0	\$2,792													
			0	0	0	14	0	0	0	0	0	0	0	0	0	0	18	12	0	0	0	0																					
Task 4	Permit Coordination	Fee Subtotal	\$0	\$0	\$0	\$3,150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,682	\$1,644	\$0	\$0	\$0	\$0	\$7,476	\$0	\$0	0	\$0	\$0	\$7,476														
5		Geotechnical Study																																									
5.01		Field Investigation				4											4							\$1,496	\$10,000	\$11,500			\$0	\$12,996													
5.02		Laboratory Analyses																						\$0	\$6,500	\$7,475			\$0	\$7,475													
5.03		Geotechnical Report			4	8																		\$2,940	\$10,000	\$11,500			\$0	\$14,440													
Task 5	Geotechnical Study	Fee Subtotal	\$0	\$0	\$1,140	\$2,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$596	\$0	\$0	\$0	\$0	\$0	\$4,436	\$26,500	\$30,475	0	\$0	\$0	\$34,911														
6		Preliminary Design Report																																									
6.01		Determining Proposed Power Needs and SCE Power Availability				6	8			4	1	2					4	4	4					\$6,220		\$0			\$0	\$6,220													
6.02		Site Alternatives Evaluation (Two Sites)			2	8	8		2								6	2	2					\$6,004		\$0			\$0	\$6,004													
6.03		Preparation of up to Two(2) Site Layouts				6										12					8			\$4,590		\$0			\$0	\$4,590													
6.04		Pump Station Evaluation and Planning		0		12	12							6	24		6	6	0					\$11,814		\$0			\$0	\$11,814													
6.05		Draft Preliminary Design Report			3	11	12	0	3	3	1	2					3	2	2	12				\$9,890	\$2,208	\$2,539			\$0	\$12,429													
6.06		Draft Final Preliminary Design Report			3	11		0	3	3	1	1					3	2	2	12				\$7,364	\$2,208	\$2,539			\$0	\$9,903													
6.07		Final Preliminary Design Report			2	6	2	0	2	2	1	1					2	2	2	8				\$5,316	\$1,104	\$1,270			\$0	\$6,586													
			0	0	10	60	42	0	10	12	4	6	0	6	24	13	24	18	12	32	8	0																					
Task 6	Preliminary Design Report	Fee Subtotal	\$0	\$0	\$2,850	\$13,500	\$8,274	\$0	\$2,050	\$3,000	\$712	\$972	\$0	\$1,290	\$3,744	\$2,028	\$3,576	\$2,466	\$1,944	\$3,424	\$1,368	\$0	\$51,198	\$5,520	\$6,348	0	\$0	\$0	\$57,546														
7		60% Design Submittal																																									
7.01		Prepare 60% Design Plans	0	0	14	50	29	2	16	18	3	29	18	0	0	72	14	0	0	0	72	0		\$62,535	\$12,000	\$13,800			\$0	\$76,335													
7.02		Prepare 60% EOPCC	0	0	0	11	0	0	5	4	3	7	0	0	0	0	18	0	0	0	0	0		\$8,850	\$2,720	\$3,128			\$0	\$11,978													
7.03		Prepare 60% Construction Schedule	0	0	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		\$2,475		\$0			\$0	\$2,475													

Task No.		Task	Principal Engineer V	Principal Engineer VII	Principal Engineer VI	Senior Engineer V	Senior Engineer II	Principal Structural Engineer III	Senior Structural Engineer III	Senior Electrical, I&C	Senior Specialist II	Assistant Electrical, I&C	Assistant Engineer II	Senior Engineer IV	Associate Engineer II	Assistant Engineer V	Assistant Engineer IV	Associate Planner I	Senior Biologist I	Assistant Specialist I	Senior Technician IV	Project Administrator V	Labor Totals	Sub-consultant Fee	Sub-cons. Fee	Miles Traveled	Expenses, Fees	Mileage/ Reimb. Costs	Revised Fee			
			Kemp_M	Howard_E	Stipe_B	McGovern_M	Harmon_K	Hansen_J	Wion_M	Heiser_R	Bergen_W	Gil Sanchez_J	Parra-Plascencia_C	Jacobson_N	Wunderlich_A	Raymond_A	Poire_L	Giacomini_A	Bourne_M	Giacomini_B	Lowell_N	Bravo_V				Markup: 15%		Rate: \$0.725		Markup: 15%		
			Hourly Rate:	\$275	\$295	\$285	\$225	\$197	\$255	\$205	\$250	\$178	\$162	\$135	\$215	\$156	\$156	\$149	\$137	\$162	\$107	\$171				\$126						
7.04		Development of SCADA Integration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$18,400	\$21,160			\$0	\$21,160			
			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0										
Task 7	60% Design Submittal	Fee Subtotal	\$0	\$0	\$3,990	\$16,200	\$5,713	\$510	\$4,305	\$5,500	\$1,068	\$5,832	\$2,430	\$0	\$0	\$11,232	\$4,768	\$0	\$0	\$0	\$12,312	\$0	\$73,860	\$33,120	\$38,088	0	\$0	\$0	\$111,948			
8		90% Design Submittal																														
8.01		Prepare 90% Design Plans				38	22	2	16	11	3	14	9			54	18				54		\$43,781	\$4,000	\$4,600			\$0	\$48,381			
8.02		Prepare 90% Design Specifications			14	32	7	2	7	7	3						29	4	4	4		14	\$24,507	\$2,360	\$2,714			\$0	\$27,221			
8.03		Prepare 90% EOPCC			4	11	4		5	4	3	5					18						\$10,454	\$1,000	\$1,150			\$0	\$11,604			
8.04		Prepare 90% Construction Schedule			2	7	4		2	2	2												\$4,199		\$0			\$0	\$4,199			
8.05		Development of SCADA Integration																					\$0	\$18,400	\$21,160			\$0	\$21,160			
			0	0	20	88	37	4	30	24	11	19	9	0	0	54	65	4	4	4	54	14										
Task 8	90% Design Submittal	Fee Subtotal	\$0	\$0	\$5,700	\$19,800	\$7,289	\$1,020	\$6,150	\$6,000	\$1,958	\$3,078	\$1,215	\$0	\$0	\$8,424	\$9,685	\$548	\$648	\$428	\$9,234	\$1,764	\$82,941	\$25,760	\$29,624	0	\$0	\$0	\$112,565			
9		100% Design Submittal																														
#####		Prepare 100% Design Plans			7	17	10		9	7	3	17	9			14	9				14		\$21,807	\$640	\$736			\$0	\$22,543			
#####		Prepare 100% Design Specifications			2	15	3		2	2	1					27	14	3	2	5		8	\$14,200	\$600	\$690			\$0	\$14,890			
#####		Prepare 100% EOPCC			1	5	2		2	2	1	9	5				9						\$6,366	\$600	\$690			\$0	\$7,056			
#####		Prepare 100% Construction Schedule				3	2																\$1,069		\$0			\$0	\$1,069			
			0	0	10	40	17	0	13	11	5	26	14	0	0	41	32	3	2	5	14	8										
Task 9	100% Design Submittal	Fee Subtotal	\$0	\$0	\$2,850	\$9,000	\$3,349	\$0	\$2,665	\$2,750	\$890	\$4,212	\$1,890	\$0	\$0	\$6,396	\$4,768	\$411	\$324	\$535	\$2,394	\$1,008	\$43,442	\$1,840	\$2,116	0	\$0	\$0	\$45,558			
10		Engineering Services During Bidding																														
10.01		Attend one Pre-Bid Meeting				4																	\$900		\$0	10	\$8	\$908				
10.02		Respond to RFIs Via Addenda (Up to 3)				10			4	6	4						6					4	\$6,680	\$1,840	\$2,116			\$0	\$8,796			
10.03		Assist with Bid Evaluation and Recommendations				2											4						\$1,046		\$0			\$0	\$1,046			
			0	0	0	16	0	0	4	6	4	0	0	0	0	0	10	0	0	0	0	4										
Task 10	Engineering Services During Bidding	Fee Subtotal	\$0	\$0	\$0	\$3,600	\$0	\$0	\$820	\$1,500	\$712	\$0	\$0	\$0	\$0	\$0	\$1,490	\$0	\$0	\$0	\$0	\$504	\$8,626	\$1,840	\$2,116	10	\$0	\$8	\$10,750			
11		Onsite Start Up and Testing of Electrical and Controls Equipment.																														
11.01		Onsite Startup and Testing of Electrical Controls Equipment																					\$0		\$0			\$0	\$0			
Task 11.01	Onsite Startup and Testing of Electrical Controls Equipment	Fee Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0	\$0			
Subconsultant Fee (Tasks 1 thru 11)=																												\$162,208	\$178,428		\$521,156	
12		Optional Tasks																														
12.01		ECG-An Additional 1 Day of Field Surveys and 1 Day of Office Work for add'l topo survey				2																	\$450	\$4,800	\$5,520			\$0	\$5,970			
12.02		ECG-An Additional 1 Day of Field Surveys and 1 Day of Office Work for add'l boundary survey				2																	\$450	\$5,000	\$5,750			\$0	\$6,200			
12.03		Scott Foster Engineering-Surge Analysis				10																	\$2,250	\$22,000	\$25,300			\$0	\$27,550			
12.04		V&A Engineering-Corrosion Design for AG2 Tank																					\$0	\$0	\$0			\$0	\$0			
12.05		P&P-SCE Method of Service Study																					\$0		\$0			\$0	\$0			
																							\$0		\$0			\$0	\$0			
Task 12	Optional Tasks	Fee Subtotal	\$0	\$0	\$0	\$3,150	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,150	\$31,800	\$36,570	0	\$0	\$0	\$39,720			
		Project Hour Subtotals	14	32	65	490	166	6	78	77	46	87	41	20	38	202	243	37	18	41	148	50	1,899									
		Project Fee Subtotals	\$3,850	\$9,440	\$18,525	\$110,250	\$32,702	\$1,530	\$15,990	\$19,250	\$8,188	\$14,094	\$5,535	\$4,300	\$5,928	\$31,512	\$36,207	\$5,069	\$2,916	\$4,387	\$25,308	\$6,300	\$361,281	\$172,850	\$198,778	\$760	\$160	\$818	\$560,876			

APPENDIX A

SUGGESTED MODIFICATIONS TO THE SAMPLE CONTRACT

APPENDIX A
Consultant's Requested Changes

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

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

TO:

DATE:

Agreement No.:

The undersigned Consultant offers to furnish the following:

Contract price \$:

Contract Term:

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

Accepted: Camrosa Water District

Consultant:

By: _____
Norman Huff

By: _____

Title: General Manager

Title:

Date: _____

Date: _____

Other authorized representative(s):

Other authorized representative(s):

Consultant agrees with Camrosa Water District (District) that:

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

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

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

- a. **Additional Insured Status:** District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations

performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. (not including Professional Liability)

- b. **Primary Coverage:** For any claims related to this project, the Consultant's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the District, its directors, officers, employees, and authorized volunteers. Any insurance or self-insurance maintained by the District, its directors, officers, employees, and authorized volunteers shall be excess of the Consultant's insurance and shall not contribute with it.

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

Self-Insured Retentions: Self-insured retentions must be declared to and approved by the District. The District may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or the District. Consultant's Professional Liability Policy has a \$200,000 deductible.

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

Verification of Coverage: Consultant shall furnish the District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the District before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The District reserves the right to require complete, certified copies of all required insurance policies, including policy Declaration and Endorsements pages listing all policy endorsements. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) including the general liability additional insured endorsement to Camrosa Water District at least ten (10) days prior to the expiration date.

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

Other Requirements:

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

Consultant shall be entitled to compensation for all services satisfactorily rendered up to the effective date of termination.

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

e. In providing services under this agreement, Consultant shall perform, consistent with that degree of skill and care ordinarily used by other reputable members of Consultant's profession, practicing in the same or similar locality and under similar circumstances. Nothing in this agreement shall be interpreted to require Consultant to meet any higher standard of care, and this paragraph shall control over any such contrary provision.

f. Neither party shall be responsible to the other for any form of incidental, indirect, special, punitive or consequential damages, including, but not limited to losses of use, sale, profit, financing, business, reputation, and attorney fees thereon relating to this Agreement.

g. All drawings, specifications, designs, plans, images, documents, electronic files, reports, and other information and other work product (collectively, the "Work Product") of Consultant developed under this agreement are Work Products for this agreement only and upon full payment for such, shall be the sole and exclusive property of the District. Reuse or modification of any Work Product of Consultant by District, or others acting for District, for extensions of this agreement or for any other use shall be at the District's sole risk.

APPENDIX B

RESUMES



Matthew Kemp, PE

Principal Engineer

25 years of experience

Office Location: Clovis

**PROVOST &
PRITCHARD**

EDUCATION

B.S. Civil Engineering, California State University, Fresno

M.A. Business Administration, California State University, Fresno

REGISTRATION/CERTIFICATIONS

Civil Engineer, California #66088

AREAS OF EXPERTISE

Water, Sewer & Storm Water Infrastructure

District Engineering

Funding Assistance

Transmission Mains

AFFILIATIONS

American Society of Civil Engineers (ASCE)

American Water Works Association (AWWA)

American Public Works Association (APWA)

PROFESSIONAL SUMMARY

Matthew Kemp has more than 25 years of professional experience, currently serving as Principal Engineer. Over that time, he has supported public works clients as a project manager and engineer, guiding projects from early planning through construction. Matthew has served as district engineer for multiple municipal water and sewer systems, where his responsibilities included capital improvement program development, master planning, rate analysis, regulatory compliance, engineering studies, environmental review, grant writing, capital projects, and bidding and construction administration. He is also experienced in preparing reports and delivering presentations at public meetings.

RELEVANT EXPERIENCE

Seville and Yettem Water System Improvements, County of Tulare, Tulare County, California, Project Manager/Engineer

Mr. Kemp is the project manager and engineer for a \$8 million two phase water system improvement project. The Seville and Yettem water systems required improvements due to insufficient water supply, nitrate contamination and distribution system pipe failures. Phase 1 construction in Seville included 2.5 miles of 6 and 8-inch diameter water mains to replace the existing undersized distribution system, 90 new water services with meters to replace inaccessible backyard services with front yard services, and a new 211,000-gallon steel storage tank and booster pump station. Phase 2 includes a 1-mile transmission main (with trenchless installations) in Caltrans Road right of way to connect the communities of Yettem and Seville, a new water supply well and transmission main, a new booster pump station at the 150,000-gallon storage tank in Yettem, nitrate blending, and new water meters in Yettem. The scope of work included a hydrogeologic study, property acquisition, public outreach, assistance with governance formation, surveying, geotechnical investigation, and civil and electrical design. A new community services district was formed to take over operation of the consolidated Seville and Yettem water systems as a part of this project. Coordination and permitting was required with the California Division of Drinking Water, Department Fish & Wildlife, Caltrans, Alta Irrigation District, Local Agency Formation Commission, BNSF Railroad, PG&E, SCE, AT&T, and the County of Tulare. The project was funded by the State Water Resources Control Board, Division of Financial Assistance.

New Well No. 6 and 7, Riverdale Public Utility District, Fresno County, California, Principal Engineer/District Engineer

Mr. Kemp was responsible for overseeing design and construction management of new groundwater supply wells for the community of Riverdale. The District's pre-existing wells were contaminated with arsenic so a pilot hole was drilled 2000 feet deep at each site to conduct zone sampling. The final wells were constructed approximately 1800 feet deep with perforated

casing at the bottom 200 feet. Well capacities ranged from 1000 to 1350 gallons per minute. Arsenic levels were below the Maximum Contamination Level and no treatment was required. Future treatment options were evaluated and space for future treatment facilities was incorporated into each site design. Well site facilities included well pumps, site piping, 360,000-gallon bolted steel storage tank, booster pump station, variable frequency drives, motor control centers with shade structures, standby diesel generators, new PG&E electrical service and integration with the District's SCADA system.

Kings River Raw Water Pipeline, City of Fresno, Fresno County, California, Project Manager/Engineer

Provost and Pritchard teamed with Carollo Engineers to provide engineering services 13-mile long, 72-inch diameter raw water pipeline from the Fresno Canal to the City of Fresno's new Southeast Water Treatment Facility (SEWTF). Mr. Kemp served as project manager and engineer of a 4.3-mile segment of the pipeline. Selected pipe material for this project was cement mortar lined and coated welded steel pipe. The scope of work included design of the turnout and meter facility and the upper reach of pipeline located in County of Fresno road right of way. Permitting was required from numerous agencies, including the Fresno Irrigation District, Fresno Metropolitan Flood Control District and the County of Fresno. The project included permitting, utility research and potholing, design, construction documents, and engineering services during bidding and construction. Provost & Pritchard provided daily construction observations services working for the City's program manager/construction management team.

Friant-Kern Canal Raw Water Pipeline, City of Fresno, Fresno County, California, Design Engineer

Mr. Kemp was responsible for overseeing design of a 5-mile long, 60-inch diameter raw water pipeline for the City of Fresno Northeast Surface Water Treatment Plant. Selected pipe material for this project was cement mortar lined and coated welded steel pipe. The project included plant piping and controls integration, a crossing under the Big Dry Creek Diversion Channel, and a turnout and meter structure at the Friant-Kern Canal. The pipeline alignment was predominantly located outside roadways in easements across rolling terrain through sensitive biological habitats which required mitigation for various species, including the California Tiger Salamander. Permitting was required from numerous agencies, including the Army Corps of Engineers, the Bureau of Reclamation, California Fish and Wildlife, Friant Users Water Authority, Fresno Metropolitan Flood Control District, the County of Fresno and Garfield Water District. The project included an alignment study, stakeholder outreach, environmental review documents, permitting, right-of-way acquisition, land surveying, utility coordination and potholing, design, construction documents, and engineering services during bidding and construction.

Nees Avenue Water Transmission Main, City of Clovis, Fresno County, California, Assistant Engineer

Mr. Kemp was responsible for designing a 2-mile water transmission pipeline. The pipeline consisted of 18-inch and 24-inch PVC and ductile iron pipe. Tasks included utility and right of way research, coordination with local agencies, alignment and pipe design, and preparation of construction drawings, specifications and estimates.

Bullard and Leonard Avenue Water Transmission Main, City of Clovis, Fresno County, California, Assistant Engineer

Mr. Kemp was responsible for designing the 2.5-mile water transmission main project east of the City of Clovis. This project provided a transmission main connecting the existing water distribution system to the city's new surface water treatment plant. The facilities constructed included: transmission pipelines ranging from 24 to 42 inches in diameter, air release and vacuum valves, blow-offs, and appurtenant facilities. The bid documents allowed alternative piping materials including ductile iron pipe, cement mortar lined and coated steel pipe, and concrete cylinder pipe. The work included designing transmission facilities for the various alternatives, preparing construction documents, and coordination with the surface water treatment plant design between the City of Clovis, County of Fresno, and Fresno Irrigation District.

North Avenue Water and Sewer Improvements, Malaga County Water District, Fresno County, California, Design Engineer

Mr. Kemp was responsible for the design of a half-mile of water and sewer mains in North Avenue. This project provided new water and sewer facilities to serve the Kings River Conservation District's peaking plant. Water and sewer main sizes were 12 and 10 inches. The project included approximately 600 feet of bored and jacked steel casing for crossings of the Central Canal and railroad tracks and required coordination with the Fresno Irrigation District and Union Pacific Railroad.

SWPPP, Friant Road Widening, County of Fresno, Fresno County, California, Project Engineer

Mr. Kemp prepared a SWPPP for the Friant Road widening project in Fresno County. New improvements included widening four miles of Friant Road from two to four lanes in rolling terrain, widening the Big Dry Creek Bridge, and modifying drainage facilities. Construction consisted of soil excavation and underground utilities construction.



Michael McGovern, PE, QSD

Senior Engineer

30 years of experience

Office Location: Camarillo

PROVOST &
PRITCHARD

EDUCATION

B.S. Civil Engineering, California Polytechnic State University,
San Luis Obispo

REGISTRATION/CERTIFICATIONS

Civil Engineer, California #61218

Qualified SWPPP Developer #20598

AREAS OF EXPERTISE

Water Infrastructure

Pipeline and Pump Station Design

Construction Management

Project Management

Engineering Services During Construction

AFFILIATIONS

American Society of Civil Engineers, Southern San Joaquin
Branch, Past-President

American Public Works Association

PROFESSIONAL SUMMARY

Michael McGovern has more than 30 years of professional experience, currently serving as Senior Engineer. Mike's career has focused on the planning, design, and construction of water infrastructure projects throughout California. He has managed and engineered projects involving water transmission pipelines, canal systems, water banking facilities, and water treatment and distribution improvements. His experience also includes serving as project manager and project engineer on large-scale infrastructure efforts for regional water agencies, municipalities, and special districts across both the Central Valley and Southern California. Since joining Provost & Pritchard in 2022, Mike has led the design effort for a critical water transmission pipeline in eastern Kern County.

RELEVANT EXPERIENCE

23 Corner Tank Replacement, Kern County, California, Facility Engineer

Mr. McGovern was a project engineer for the removal of a deteriorating 50,000-gallon bolted steel regulating tank, installation of temporary storage tanks to keep system operational during construction, and the installation of a new 50,000 welded steel tank with new connections to existing yarding piping.

Station 221 A & B, California Water Service Company, Kern County, California, Project Engineer

Mr. McGovern was a project engineer for the construction of a 3,000-gpm pump station including surge tank and related electrical, controls, and emergency power generation.

Imported Water Conveyance System Alignment Study and Final Design, Indian Wells Valley Groundwater Authority, Kern County, California, Lead Project Engineer

Mr. McGovern was the lead project engineer for the alignment study and the current lead project engineer for the final design of an approximately 50-mile 24-inch diameter pipeline from Antelope Valley-East Kern Water Agency's existing system in California City to the City of Ridgecrest. This project is part of the Indian Wells Valley Groundwater Basin's Groundwater Sustainability Plan to bring the basin back into balance. This is a challenging project that traverses state and federal lands as well as difficult terrain. Mr. McGovern is the lead project engineer, led the project design team, coordinated with the client and sub-consultants, and performed the day-to-day project management. This design includes the incorporation of magnetic

flow meters and vaults at the three pump stations, the two tank sites, and pipeline turnout according to the standards of the project stakeholders.

CVC-Friant-Kern Reverse Flow Flowmeter Feasibility Study, Kern County Water Agency, Kern County, California, Project Manager

Mr. McGovern served as project manager for a recent feasibility study to evaluate the alternatives for installation of an ultrasonic flowmeter for measurement of reverse flows through the reverse flow channel at the forebay of the CVC Pumping Plant 6B. This study analyzed different alternatives to isolate the reverse flow pipeline and channel for installation of an acoustic flowmeter and minimize or eliminate the need for a CVC shutdown.

CVC-North Siphon Replacement Turnout, Kern County Water Agency, Kern County, California, Client Manager

Mr. McGovern is serving as client services manager and over saw the design team's effort to design a turnout structure off of the CVC according to the Kern County Water Agency's standards. The project design is complete and is expected to be constructed in 2026. This turnout structure has a double-barrel 60-inch diameter pipe with an acoustic flowmeter in each barrel. The turnout structure replaced a set of two- 30-inch diameter and two-36-inch diameter welded steel pipes with propeller meters to provide more control and better monitoring of the flows into the western portion of the Agency's Pioneer North Water Bank.

Looping of the Alessandro Pump Station Suction Header, Western Municipal Water District, Riverside County, California, Project Engineer

Mr. McGovern was the project engineer for the design of a 96-inch cement mortar lined and coated welded steel pipe to interconnect an existing 96-inch pipe finished water pipeline from the Metropolitan Water District of Southern California's Henry Mills Water Treatment Plant to Western Municipal Water District's Alessandro Pump Station. This project was inside the Henry Mills Water Treatment Plant, and it was constructed through areas of deteriorated granite. The welded steel pipe was cement mortar lined after it was installed.

Northeast Bakersfield Water System, California Water Service Company, Kern County, California, Project Engineer

Mr. McGovern was a project engineer for the design and construction of raw and treated water pipelines to serve the new Northeast Bakersfield Water Treatment Plant. The project included 8,600 feet of 54-inch CML&C steel pipe for the raw water supply to the plant. The treated water pipelines from the plant included 3,000 feet of 54-inch CML&C steel pipe, 6,800 feet of 48-inch CML&C steel pipe, 11,000 feet of 36-inch CML&C steel pipe, 6,000 feet of 18-inch C-900 PVC pipe, and 7,400 feet of 18-inch ductile iron pipe. The project also included feasibility studies to locate the most appropriate connections to the existing California Water Service Company system and multiple phases of work to upgrade the water system to distribute water from the newly constructed Treatment Plant to new developments in the Northeast Bakersfield area.

CVC-Greater Bakersfield Turnout No. 2, Kern County Water Agency, Kern County, California, Project Engineer

Mr. McGovern served as a facility engineer at the Kern County Water Agency to assist in overseeing the construction of the project. This project added an 11-foot diameter turnout off the California Aqueduct to add available capacity to the CVC for up to 1,200 cfs. Mr. McGovern assisted in overcoming some of the challenges in the field that occurred with installing an acoustic flowmeter externally on a welded steel pipe and worked with staff at San Joaquin Field Division of the Department of Water Resources to commission the flowmeter after construction was completed.

Raw Water Conveyance System, West Kern Water District, West Kern Water District, Kern County, California, Project Engineer

While at another firm, Mr. McGovern provided design and engineering during construction services for the raw water conveyance system to serve the La Paloma Generation Project. The design included a 5,400 gpm pump station, 700,000-gallon welded steel reservoir, eight miles of 24-inch ductile iron raw water pipeline, 1.5 miles of 6-inch PVC domestic water pipeline, and a 1,000-foot-deep injection well for the plant's backup to their zero-discharge system.

Water Supply Reservoir and Kern River Diversion Facilities, City of Bakersfield, City of Bakersfield, Kern County, California, Construction Project Coordinator

While at another firm, Mr. McGovern was construction coordinator on this project for the construction of a reinforced concrete turnout structure from the Kern River. The project included a 54-inch RCP double barrel inlet pipeline, and a 15-acre geotextile-lined raw water storage reservoir. The project also included a one-mile 36-inch RCP pipeline from the storage reservoir to the Kern County Parks and Recreation's Hart Park canal system.



Kevin Harmon, PE

Senior Engineer

31 years of experience

Office Location: Bakersfield

**PROVOST &
PRITCHARD**

EDUCATION

B.S. Civil Engineering, San Diego State University

REGISTRATION/CERTIFICATIONS

Civil Engineer, California #54800

AREAS OF EXPERTISE

Construction

Roadway Design

Utility Design

Commercial and Residential Land Development

Contracting

PROFESSIONAL SUMMARY

Kevin Harmon has more than 31 years of professional experience, currently serving as Senior Engineer. He is a licensed civil engineer with extensive expertise in public works design, land development, and municipal infrastructure. As a former City Engineer for the City of Shafter, he led the planning, design, and construction of a broad range of capital improvement and development review projects including streets, utilities, fiber optic infrastructure, storm drainage, and public parks. Kevin is well-versed in public agency processes, contract management, and regulatory compliance, with experience managing projects funded through local, state, and federal sources. He brings a solutions-focused approach and a proven track record of successfully delivering complex projects in both urban and rural settings.

RELEVANT EXPERIENCE

Roadway Repair and Replacement, Bear Valley Community Services District, Kern County, California, Civil Engineer

Kevin provided technical support for the development of the Pavement Condition Assessment and Five-Year Maintenance Plan for the Bear Valley CSD. His efforts included reviewing field assessment data and pavement condition maps, drafting and refining report content, and contributing to cost evaluation summaries. Kevin collaborated closely with the project manager to verify findings and align the final report with district priorities for roadway maintenance and repair strategies.

High Speed Rail - Shafter to Bakersfield, HNTB Corporation, Los Angeles County, California, Civil Engineer

Mr. Harmon provided engineering support and coordination for multiple shoofly alignments and permanent roadway improvements across the Central Valley within the City of Shafter in support of the California High-Speed Rail project. His contributions included layout and refinement of roadway improvements, striping, centerline geometry, profiles, and sections for shoofly detour routes in Fresno, Mettler, Lerdo, and Walker/Tulare. He led design quality control (DQC) reviews of 30% and 60% submittals, coordinated with other engineering firms HNTB and JMA on shoofly designs, road improvements, utility conflicts and truck turning movements, and resolved CPUC and BNSF crossing-related comments. Kevin also participated in Interdisciplinary Review (IDR) sessions through Bluebeam, provided spreadsheet-based comment responses, and assisted junior staff with plan development and specification interpretation. He played a key role in reconciling evolving design requirements, deferred comment responses, and realignment updates across multiple locations—helping keep the submittals on track with agency and stakeholder feedback.

Shafter Cemetery Expansion, Kern County Cemetery District, Kern County, California, Civil Engineer

Mr. Harmon supported the full scope of site development activities, beginning with conceptual cemetery plot layouts, site access, grading, drainage review, and conceptual grading for new cemetery plots. His responsibilities included site layout, utility planning, street design, basin design, and coordination with City of Shafter staff on permitting and infrastructure integration. He reviewed grant deeds & legal descriptions for proper site mapping for

property acquisition, coordinated with the cemetery district on overall design, and city engineer, and prepared detailed street, storm drain, and grading plans. Kevin updated plan sets and technical specifications throughout design development, led coordination meetings, and integrated comments from internal and external reviews. He also authored the soils testing RFQ, prepared engineer's estimates, supported CEQA documentation (including NOA preparation), and participated in pre-bid and pre-construction activities. His work helped the project meet the desired vision of the Kern County Cemetery District drainage, accessibility, and agency requirements while staying on schedule for bidding and construction.

Waterline & BNSF Bore R3710, Wonderful Real Estate, Kern County, California, Civil Engineer

Kevin led design coordination and plan preparation for a critical utility public water crossing of existing Burlington Northern & Santa Fe Rail at the Shafter Intermodal Rail Yard. His work included full design and plan production, researching & implementing BNSF utility crossing requirements, preparation of permit drawings, evaluating revised alignments based on utility potholing data and coordinating extensively with City staff, BNSF, and stakeholders from Wonderful Company and Landmark Survey. Kevin performed calculations for rail loading on casing pipes, reviewed CLSM (Controlled Low Strength Material) mix data, updated crossing profiles and casing details, and incorporated survey updates into the waterline design. He managed plan revisions in response to client development changes, P&P internal QC and BNSF permitting standards, supported correspondence and meetings with agency contacts, and finalized the engineer's estimate of quantities and digital deliverables for construction approval.

Road Rehabilitation and Overlay for Multiple Sites, City of Shafter, Kern County, California, Staff Engineer

While at another firm, Kevin managed roadway maintenance and capital improvement projects for the city. Kevin provided design, cost estimating, public bidding support, and construction oversight for various public street overlays, reconstructions, and all related curb, gutter, sidewalk, and ADA improvements.

Wonderful Industrial Park – Infrastructure Improvements, City of Shafter, Kern County, California, City Engineer

While at another firm, Kevin reviewed and approved public improvement plans and development applications for major industrial parcels. He coordinated utility and access improvements to support expansion of the Wonderful Industrial Park, including sewer, water, storm drain, fiber optic, and roadway infrastructure, while maintaining city standards and capacity.

Gossamer Grove Residential Development, City of Shafter, Kern County, California, City Engineer

While at another firm, Kevin led the review and approval of public improvement plans and storm drainage analyses for multiple phases of the Gossamer Grove residential development. Oversaw integration of new infrastructure (streets, sewer, water, stormwater) with existing city systems, including coordination of conditions of approval and long-term infrastructure planning.

Williams Sonoma Distribution Center, City of Shafter, Kern County, California, Lead Engineer

While at another firm, Kevin prepared design documents and provided technical oversight during design and construction of public improvements serving the Williams Sonoma development, including traffic circulation, water, sewer, and storm drainage systems.

City Rail Yard & Alliance Ready Mix Site Development, City of Shafter, Kern County, California, Lead Engineer

While at another firm, Kevin developed construction drawings and engineering designs for two city-owned commercial & industrial properties. Work included grading & site improvements, stormwater design, utility layouts, and coordination of site constraints for both the City of Shafter Intermodal Rail Yard and Alliance Ready Mix concrete plant.

Stormwater Basin Sizing and Drainage System Improvements, City of Shafter, Kern County, California, Staff Engineer

While at another firm, Kevin conducted stormwater analyses and prepared designs for drainage basins and storm drain improvements to serve both existing and developing areas of the city.

Citywide Water System Infrastructure Expansion, City of Shafter, Kern County, California, Staff Engineer

While at another firm, Kevin designed and supported construction of public water system improvements including wells, tanks, booster stations, and distribution pipelines. Oversaw coordination with new developments and system capacity planning.



Brandon Stipe, PE

Principal Engineer

19 years of experience

Office Location: Clovis



EDUCATION

B.S. Civil Engineering, California State University, Fresno

REGISTRATION/CERTIFICATIONS

Civil Engineer, California #75956

AFFILIATIONS

California Water Environment Association (CWEA)

American Water Works Association, California-Nevada
Section: Young Professionals Committee Past Chair, Water
Treatment Committee Member, Tanks Reservoirs, and
Structures Committee Member

AREAS OF EXPERTISE

Water Treatment

Water Quality

Facility Planning

Tanks and Booster Pump Stations

Wastewater Treatment

PROFESSIONAL SUMMARY

Brandon Stipe has more than 19 years of professional experience, currently serving as Principal Engineer. He is experienced in pre-design studies, preparation of plans, specifications, cost estimates, permitting, and construction phase services. Brandon is also experienced with facility planning, wastewater treatment, surface water treatment, and wellhead treatment projects involving the removal of volatile organic compounds, soluble organic compounds, and naturally occurring contaminants.

RELEVANT EXPERIENCE

Surface Water Treatment Plant Improvements Maintenance District No. 1 (MD-1), AECOM, County of Madera, Madera County, California, Project Manager

As a subconsultant to AECOM, Mr. Stipe lead the design of the new Surface Water Treatment Plant. The treatment plant has a rated capacity of 350-gpm and deals with challenging raw water turbidity in excess of 100 NTU. The design includes a packaged inclined tube settler with solids recirculation, an up-flow clarification and filtration system, and chlorine disinfection. The design also includes a GAC contactor for DBP precursor reduction; four chemical feed systems and chemical storage facilities; a 70,000-gallon sloped bottom, bolted steel tank for wash water reclaim; and a 209,000-gal bolted steel tank for CT and finished water storage. This project required special provisions to allow the plant to operate with limited operator interaction.

Design and Construction of T-3 Water Storage and Treatment Facility, City of Fresno, Fresno County, California, Process Design Lead & Deputy Project Manager

Mr. Stipe provided design engineering and construction support services for the project. The facility was designed as 4-mgd (expandable to 8-mgd) surface water treatment facility, with a raw water screening facility, five pump stations and two buildings. The design also consisted of packaged up-flow clarification and filtration; GAC contactors for taste and odor and DBP precursor reduction; ten chemical feed systems, including a 26-ton carbon dioxide system; chemical storage facilities; 84,000-gallon bolted steel tank; and 3-MG pre-stressed concrete water storage tank. This project required special provisions to allow the plant to operate unmanned and to shut down for six months a year.

Willow Creek Water Treatment Plant Design, Bass Lake Water Company, Madera County, California, Project Manager

Mr. Stipe served as the project manager for the design of the Willow Creek Water Treatment Plant, a 1-mgd surface water treatment facility in Bass Lake. The plant included four pumping stations, membrane filtration, and UV disinfection. This project required special provisions to allow the plant to operate unmanned and maintain a throughput of 99.9 percent due to the severely limited capacity of the adjacent sewer system.

Water Treatment Plant Design, City of Paso Robles, San Luis Obispo County, California, Process Design Lead & Deputy Project Manager

Mr. Stipe served as the process design lead and deputy project manager for the design of the Paso Robles Water Treatment Plant, a 2.4-mgd surface water treatment facility. Design engineering included a dissolved air flotation clarifier, membrane filtration, GAC contactors for taste and odor and DBP precursor reduction, four chemical feed systems, chemical storage facilities, and a 180,000-gallon clearwell. This plant will operate seasonally during the summer months to treat water from the Nacimiento Water Project.

Northeast Surface Water Treatment Facility Expansion Evaluation, City of Fresno, Fresno County, California, Project Engineer

The City's Northeast Surface Water Treatment Facility was approved to operate at a higher filter loading rate, so an evaluation was performed to determine the improvements required to increase flow from 30 to 38.4-mgd. Mr. Stipe evaluated hydraulic and processes of raw water delivery, Actiflo™ high-rate sedimentation, intermediate ozonation, mixed media filtration, treated water storage, and finished water pumping.

Quality Control Evaluations for Southeast Surface Water Treatment Facility, City of Fresno, Fresno County, California, QA/QC

Mr. Stipe supported process design and provided quality control evaluations for the City of Fresno Southeast Surface Water Treatment facility (a total capacity of 80-mgd). His responsibilities included review of the hydraulic calculations and treatment processes including high-rate sedimentation, intermediate ozonation, filtration, eight pump stations, and seven chemical systems.

Bass Lake Wastewater Treatment Plant Upgrade, County Service Area No. 2A, County of Madera, Madera County, California, Project Manager

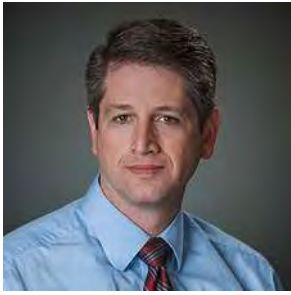
This project included the design of improvements to the headworks, new flow equalization basins and pump station, new fine bubble diffusers for the aeration basins, new secondary clarifiers, coarse bubble diffusers for the aerobic digesters, return activated sludge pump station, new blowers and blower building, mechanical dewatering with a screw press, and coordination for electrical and SCADA improvements.

WWTP Expansion, Root Creek Water District, Madera County, California, Project Manager

The Root Creek Water District needed to expand its initial WWTP from 100,000 gpd to 400,000 gpd as the surrounding area developed rapidly. In order to accommodate the fast-paced schedule, multiple studies and bid packages were completed including pilot testing a 50,000 gpd membrane bioreactor, pre-procuring the equipment for the 400,000 gpd membrane bioreactor, and design for the WWTP expansion site including site grading, paving, foundations, electrical and instrumentation, and modifications to the existing influent and effluent pump stations.

District Engineer, Root Creek Water District, Madera County, California, Wastewater Treatment Lead Engineer

Provost & Pritchard is the District Engineer for the Root Creek Water District that provides water, wastewater, and storm drain utilities. As the Lead Engineer for wastewater treatment Mr. Stipe has completed numerous studies and reports evaluating treatment alternatives including membrane bioreactors, more conventional activated sludge, and trickling filters for capital and operational costs. The evaluations included phasing and cash flow analyses to grow the plant from 80,000 gpd to 1.2-mgd and leaving room for up to 2.4-mgd.



Kevin Berryhill, PE

Principal Engineer

30 years of experience

Office Location: Clovis



EDUCATION

B.S. Mechanical Engineering, California Polytechnic State University, San Luis Obispo

M.S. Mechanical Engineering, California State University, Long Beach

REGISTRATION/CERTIFICATIONS

Mechanical Engineer, California #32762

Civil Engineer, California #70415

AREAS OF EXPERTISE

Water Treatment

Water Quality

Water Distribution & Storage

Pumping Stations

Municipal Infrastructure

AFFILIATIONS

American Water Works Association (AWWA)

PROFESSIONAL SUMMARY

Kevin Berryhill has more than 30 years of professional experience, currently serving as Principal Engineer. Kevin is experienced in the evaluation of water quality and the selection and design of water treatment processes. He has experience in feasibility and pre-design studies, design and preparation of plans, specifications, and cost estimates, permitting, pilot studies, and construction support. His experience includes conventional and membrane surface water treatment; wellhead treatment projects involving the removal of volatile organic chemicals (VOC), synthetic organic chemicals (SOC), poly- and perfluoroalkyl substances (PFAS), 1,4-dioxane, natural organic matter (NOM), disinfection byproducts, nitrate, perchlorate, hexavalent chromium, iron, manganese, arsenic, hydrogen sulfide, carbon dioxide (CO₂), radon, uranium, and color; and disinfection improvement projects.

RELEVANT EXPERIENCE

T-3 Water Storage and Treatment Facility Design, City of Fresno, Fresno County, California, Project Manager/Technical Lead

This project consisted of the design of a new 8 MGD surface water treatment plant, pumping station, and 3-million-gallon pre-stressed water storage facility. Facility features include raw water pipeline from water source, traveling water screen, packaged upflow clarification/high-rate filtration treatment units, granulated activated carbon (GAC) contactors for taste and odor and disinfection byproduct (DBP) control, 11 chemical feed systems, control system designed for unattended operation, lamella clarifier solids thickening, and screw press dewatering system.

Surface Water Treatment Plant Improvements Maintenance District No. 1 (MD-1), AECOM, County of Madera, Madera County, California, Project Manager

As a subconsultant to AECOM, Mr. Berryhill is currently leading the completion of a Preliminary Design Report for the County of Madera to address the water treatment options for Maintenance District No. 1 (MD-1) drinking water system for the community of Hidden Lakes Estates. He is working on the treatment plant design portion of the project, including treatment process selection and detailed design. The water system was until recently regulated by the Madera County Environmental Health Department (MCEH).

Pre-Design and Design Water Treatment Plant, Santa Nella County Water District, Merced County, California, Technical Lead

This project consisted of the pre-design and design of a new 9 MGD surface water treatment plant treating State Project water. Mr. Berryhill's responsibilities included the evaluation of source water quality, the evaluation and design of a traveling water screen, intake structure and pumping station, membrane treatment processes as well as pre- and post-treatment alternatives. He also prepared construction plans, specifications, and engineer's estimates for a new microfiltration/ultrafiltration (MF/UF) membrane treatment plant.

Nacimiento Surface Water Treatment Feasibility Study, City of Paso Robles, San Luis Obispo County, California, Project Manager

Mr. Berryhill was responsible for preparation of a pre-design feasibility study for a new 2 MGD membrane surface water treatment plant, pumping station, and water storage facility. His responsibilities included evaluation of source water quality, alternative treatment processes, and development of preliminary site layouts, process descriptions and cost opinions.

Bass Lake Willow Creek Water Treatment Plant Expansion, Bass Lake Water Company, Madera County, California, Project Manager

Mr. Berryhill was responsible for a surface water treatment plant feasibility study and design. The feasibility study evaluated the expansion of a direct filtration surface water treatment plant providing the majority of the resort community of Bass Lake's potable water supply. His responsibilities included use of available record information and a site inspection to determine the capability of the current treatment plant to meet present and future capacity and regulatory requirements, evaluating the feasibility of expanding or replacing the treatment plant with a pressure filtration, gravity filtration or microfiltration package plant, and evaluating the feasibility of locating proposed new plant facilities at alternate sites within the community. Design responsibilities include preparation of plans, specifications, and cost estimates for a new creek intake and microfiltration membrane treatment plant.

Service Area 16 (SA-16) Water System Feasibility Study, County of Madera, Madera County, California, Project Engineer

Mr. Berryhill was the project engineer for a surface water treatment plant evaluation and plant expansion feasibility study. His responsibilities include use of available record information and site inspection observations to determine the capability of the system's existing 200 gpm treatment plant to meet present and future capacity and regulatory requirements. The project also consisted of evaluating the feasibility of expanding or replacing the existing treatment plant with a new conventional or membrane filtration treatment plant. A new treatment plant was recommended. Mr. Berryhill was retained by the County a second time to evaluate potential short-term improvements that could be made to the existing treatment plant including the addition of a backwash water and residuals management system and disinfection byproduct mitigation improvements.

Pre-Oxidation Study, City of Coalinga, Fresno County, California, Project Manager

Mr. Berryhill was responsible for preparation of a pre-oxidation and disinfection byproduct control study. His responsibilities included evaluation of existing pre-oxidation and treatment practices at a 12 MGD conventional surface water treatment plant treating State Water Project water and pre-chlorination impacts on disinfection byproduct formation. The study included an evaluation of alternative means of controlling DBP formation, tastes and odors, algae growth within treatment basins, and maintaining filter effluent turbidity removal levels. Potassium permanganate jar testing and full-scale pre-oxidation evaluation protocols were presented.

Trinity River Microfiltration Water Treatment Plant, Hoopa Valley Public Utility District, Humboldt County, California, Project Engineer

Mr. Berryhill provided construction phase support for a new 1 MGD microfiltration membrane surface water treatment plant treating Trinity River water. His activities included shop drawing review, responding to requests for information (RFI), and treatment plant startup assistance.

Arsenic Removal Treatment Design, Confidential Client, Kings County, California, Project Manager

This project consisted of design of a 1,000-gpm wellhead treatment plant for the removal of arsenic, color, aluminum, sulfide, ammonia, and disinfection byproduct precursors. Mr. Berryhill served as project manager of this project which included a new water supply well, raw water buffering tank, iron-assisted coagulation filtration treatment plant, 0.75 million gallon finished water storage tank, backwash equalization/thickening tank, sludge drying beds, and high service pumping station.



Kevin Pezzoni, EE

Principal Electrical Engineer

27 years of experience

Office Location: Modesto



EDUCATION

B.S. Aeronautical Engineering, California Polytechnic State University, San Luis Obispo

REGISTRATION/CERTIFICATIONS

Electrical Engineer, California #16269

Electrical Engineer, Nevada #021846

Electrical Engineer, Arizona #53663

Electrical Engineer, Texas #155678

AREAS OF EXPERTISE

SCADA Systems Design and Integration

Pumping Systems and Well Electrical Infrastructure

Water and Wastewater Facility Electrical Design

Instrumentation and Controls (I&C)

AFFILIATIONS

Institute of Electrical and Electronics Engineers

Building Industry Consulting Service International

National Fire Protection Association

National Society of Professional Engineers

PROFESSIONAL SUMMARY

Kevin Pezzoni is a Registered Professional Electrical Engineer in the States of California, Arizona, Nevada, and Texas and served as President of Pezzoni Engineering, Inc. prior to its merger with Provost & Pritchard in March 2026. He has over 28 years of experience comprised of 23 years as a principal. Mr. Pezzoni's extensive experience in the design of complex electrical systems spans 26 years, with a specialty in critical infrastructure, healthcare, commercial, and related facilities engineering. This extensive design experience and project management experience have enabled Mr. Pezzoni to develop techniques to streamline the design and approval process while designing cost-effective and energy-efficient systems.

RELEVANT EXPERIENCE

Lerdo Campus Water Tank Replacement, County of Kern, Kern County, California, Electrical Engineer

The Lerdo Detention Facility's water system includes three at-grade atmospheric tanks for finished/treated water storage. Dive inspections in 2020 of all three tanks indicated that the two older tanks have reached the end of their useful life and should be replaced. The Kern County Sheriff's Department proceeded with an emergency project to replace two existing tanks with two 600,000-gallon welded steel tanks as recommended in that analysis. Following the selection of a preferred alternative of two new 600,000-gallon welded steel storage tanks and the required modifications to the existing piping system. The project also included the design of an impressed current corrosion protection system and active venting equipment both for the new tanks and the existing 1.25 MG tank slated to remain in service. The combination of corrosion protection and active venting of the tank head space is intended to reduce corrosion of the tank interior. Mr. Pezzoni served as the electrical engineer for the project.

Well No. 9, City of Fowler, Fresno County, California, Electrical Engineer

Mr. Pezzoni provided electrical engineering support for the design of a new municipal groundwater well, funded through the California Department of Water Resources Small Community Drought Relief Program. The well high-capacity well targeting production rates of 1,800 GPM, including coordination of power supply and electrical infrastructure for pumping operations. Collaborated with engineering and environmental teams to support compliance with California Drinking Water Standards and overall system performance requirements.

Citywide Chlorination, City of Turlock, Stanislaus County, California, Electrical Engineer

Mr. Pezzoni was the electrical engineer for the design and startup of the City-Wide Chlorination Project in anticipation of the City adding treated surface water to the supply. The project involved the installation of 18 chlorination sites throughout the City and included revamping the City's entire SCADA system. Services included design, permit coordination, and construction management.

CBK-25 PFAS Removal, City of Bakersfield, Kern County, California, Electrical Engineer

The City's groundwater well CBK-25 has had some historical spikes of PFAS compounds above the maximum contaminant level. The well is an essential facility, so the City hired Provost & Pritchard to design a wellhead treatment system for PFAS Removal. The project consists of one pair of steel treatment vessels and adsorption media; demolition of existing hydropneumatic tank; addition of well discharge piping flow meter; raw and treated waterlines; backwash water disposal pipeline to adjacent sump; relocation of chlorination equipment and structure; chemical analyzer panel; variable frequency drive; electrical and controls; extended reinforced concrete driveway; roofing rehabilitation; and miscellaneous site piping and drainage. Mr. Pezzoni served as the electrical engineer for the project.

Well No. 7, California State University Fresno, Fresno County, California, Electrical Engineer

Mr. Pezzoni was the electrical engineer for a new groundwater supply well for the university campus. The campus had three existing water supply wells but one of the wells was removed from service due to 1,2,3-trichloropropane contamination. The project was completed in two construction phases. Phase 1 consisted of a hydrogeological study, well site alternative evaluation, drilling a pilot hole, conducting zone sampling, and final design and construction of a production well. Phase 2 consists of design and construction of 2000 feet of offsite water main and electrical service, well site improvements including an onsite sodium hypochlorite generator. The final well depth is 790 feet and pumping capacity is up to 1500 gallons per minute.

TCP Treatment Design-Build, W.M. Lyles Company, City of Atwater, Merced County, California, Electrical Engineer

Mr. Pezzoni served as the electrical engineer for design of GAC treatment plants for the removal of TCP at 7 drinking water wells. In order to meet the tight timelines involved, the project was executed as a progressive design-build project with W.M. Lyles as the contractor. Four wells were treated individually with the remaining three wells treated at a 5,800-gpm centralized treatment plant. Additional project elements included backwash equalization tanks, well pump VFD upgrades, conversion of the wells from gas chlorination to sodium hypochlorite, and extensive off-site transmission pipelines.

Salado Creek Trail, City of Patterson, Stanislaus County, California, Electrical Engineer

Mr. Pezzoni served as electrical engineer for the Patterson Urban Bicycle Trail Project, a 1.5-mile Class I bike path along Salado Creek and American Eagle Avenue. Designed and integrated pathway and tunnel lighting systems, including connections to existing electrical services, to support safe, high-visibility crossings and a new bike tunnel constructed from a modified irrigation box culvert beneath Sperry Avenue. The project was funded through the California Natural Resources Agency's Urban Greening Grant.

LICENSES

Licensed Real Estate
Salesperson: DRE
#01231543

California Notary
Public



TRAINING

Numerous IRWA Courses, including:

- 200: Principles of Real Estate Negotiation
- 403: Easement Valuation
- 501: Residential Relocation Assistance
- 502: Non-Residential Relocation Assistance
- 505: Advanced Residential Relocation Assistance
- 506: Advanced Business Relocation Assistance
- 802: Legal Aspects of Easements
- 803: Eminent Domain Law Updates Seminar

Several Seminars offered by HUD and the IRWA on the Implementation of the Property Acquisition and Relocation Assistance Provisions of the Federal Uniform Act

Caltrans Local Agency Procedures for the Right of Way Acquisition Course

MEMBERSHIPS AND LEADERSHIP

- IRWA, Chapter 47, Central Coast – Association Member

HEATHER JOHNSON

SENIOR ASSOCIATE / RIGHT OF WAY AGENT

In January 2000, Heather Johnson joined our firm to work with public agencies on projects involving property acquisition and relocation assistance. For almost 20 years, Ms. Johnson has provided right of way acquisition services to the Calleguas Municipal Water District, supporting their projects throughout Ventura County. She provided right of way acquisition services to the Saticoy Sanitary District, the Ojai Sanitary District and the Las Virgenes Water District, acquiring easements and rights of entry, handling property owner communications, and construction notices for various pipeline installation projects, well sites, and reservoir acquisition projects. She has served as the lead right-of-way agent/project manager for projects in the Cities of Ventura, Thousand Oaks, Moorpark, and Simi Valley, including roadway projects and sanitary district projects.

Over the years with Hamner, Jewell & Associates, Ms. Johnson also worked on projects outside of Ventura County. She provided extensive services to the Poway Redevelopment Agency, assisting them in acquiring a full block of mixed-use properties to aid them in assembling the property rights for the construction of an affordable housing project. These efforts included providing property acquisition and relocation assistance to residential and commercial occupants. Relocation assistance was provided to residential owner-occupants, residential tenants, and business tenants, including automotive repair facilities. Prior to joining Hamner, Jewell and Associates, Ms. Johnson obtained her California Real Estate License in December 1997 and worked in the general real estate sector.

THOROUGHLY VERSED IN:

- Federal Uniform Act
- State Government Code
- Eminent domain requirements
- Caltrans policies and procedures
- Requirements for Relocation Assistance
- Central Coast real estate

TYPES OF PROJECTS

- Water Projects
- Pipeline and Tank Installation/Re-Construction Projects
- Acquisition of Sites for Federally Funded Transportation Projects
- Railroad Crossing and Encroachment Permits
- Road-Widening Projects
- Housing and Redevelopment Projects
- Relocation Assistance for Housing and Public Works Projects

RECENT PROJECT EXPERIENCE

- Calleguas Municipal Water District – Salinity Management Project
- Calleguas MWD – Las Virgenes MWD Interconnection Project
- City of Ventura – State Water Interconnection Alignment Study
- Las Virgenes Municipal Water District – Twin Lakes Pipeline Project
- Las Virgenes Municipal Water District – Pump Station Acquisition
- City of Ventura – Ventura Pure Program Ocean Outfall Project

LICENSES

California Real Estate
Broker License: DRE
#02080090
California Notary Public



DESIGNATIONS

SR/WA Designation, International Right of Way Association

TRAINING

Numerous IRWA Courses, including:

- Course 100: Principles of Land Acquisition
- 104: Standards of Practice for the Right of Way Professional
- Course 105: The Uniform Act: Executive Summary
- Course 200: Principles of Real Estate Negotiations
- Course 205: Bargaining Negotiations
- Course 213: Conflict Management
- Course 400: Principles of Real Estate Appraisal
- Course 403: Easement Valuation
- Course 421: Valuation of Partial Acquisitions
- Course 600: Environmental Awareness
- Course 800: Principles of Real Estate Law

Attended numerous California Annual Escrow Association and Annual Education Conferences

MEMBERSHIPS AND LEADERSHIP

- IRWA, Chapter 47, Central Coast – President and International Director
- IRWA, Chapter 47 – Former Education Committee Chair and Treasurer

JENNIFER MIZRAHI

SR/WA

RIGHT OF WAY AGENT – ESCROW COORDINATOR

Jennifer Mizrahi is a Right of Way Agent and Escrow Coordinator. She holds a California real estate license, the RWP designation from the International Right of Way Association, and also has extensive escrow experience. Among other achievements in her role as a Right of Way Agent, she has obtained exchange agreements for water pipeline easements on behalf of the Montecito Water District in conjunction with restoration work following the catastrophic debris flows that damaged District facilities. She has also provided right of way services on several right of way acquisition projects for the cities of Goleta, Santa Barbara, and San Luis Obispo.

Mrs. Mizrahi joined Hamner, Jewell & Associates in October 2014, initially filling an important role as a specialist in processing and expediting escrow transactions to prompt smooth and expedited closings. Mrs. Mizrahi brought to our team 11 years of experience as an Escrow Officer and over 16 years of experience in the escrow industry. She has worked for Chicago Title, Fidelity National Title, North American Title, where she was awarded a Gold level accomplishment and a lifetime achievement award in 2015, and First American Title, as well as an independent escrow company in Los Angeles County. She has handled governmental acquisition escrows for residential, commercial, and mobile-home land acquisitions. Mrs. Mizrahi's problem-solving abilities, outstanding organization, and excellent communication skills make her a key asset to the Hamner, Jewell & Associates team. She was heavily involved in the California High-Speed Rail project, not only overseeing and processing large volumes of escrows and closings, but also preparing funds disbursement requests, construction memos, and providing project tracking and database management.

THOROUGHLY VERSED IN:

- Right of Way Acquisition on Caltrans Oversight and locally funded Projects
- Escrow Coordination
- Deed Preparation and Recordation
- Title Research, Review, and Clearance
- Obtaining Subordinations and Partial Reconveyances
- Tax Cancellation & Williamson Act Clearance

RECENT PROJECT EXPERIENCE:

- City of Santa Barbara – De La Vina Street Bridge Project
- Santa Barbara County – Floradale Avenue Bridge Replacement
- Arroyo Grande – Bridge Street Bridge Rehabilitation Project
- Carpinteria Valley Water District – Advanced Purification Project
- State of CA/Dept of Water Resources – Delta Conveyance Pipeline
- City of Goleta – San Jose Creek Bike Path Project



Meng Wei Lu, PE, GE

Vice President, Senior Engineer

Meng Wei Lu is a project geotechnical engineer responsible for technical oversight of design phase geotechnical investigations, as well as supervision of materials testing and special inspection during construction. He has worked extensively on projects requiring deep excavation, earth retention, mitigation of seismic-induced settlement, soil stabilization, deep foundations, and underpinning. In keeping with Earth Systems' philosophy of hands-on experience, Mr. Lu has spent considerable time in the field, performing functions such as drill logging, CPT supervision, soil sampling, grading observation and testing, concrete batch plant inspection, and asphalt batch plant inspection and is therefore familiar with all aspects of the site development process. He obtained a Bachelor of Science degree in Civil Engineering from the National Chiao Tung University in Taiwan and a Master's Degree in Civil Engineering with a concentration in geotechnical engineering from the University of California, Los Angeles. He has been employed with Earth Systems since 2015.

AREAS OF EXPERTISE

- Geotechnical analysis of soil/structure interaction
- Evaluation of liquefaction potential
- Interpretation of cone penetrometer testing data
- Settlement analysis
- Analysis of slopes for local and global stability
- Development of geotechnical criteria for bearing capacity, lateral earth pressures, pavement design, and deep excavations
- Shear key and buttress design for landslide stabilization
- Earth retention systems
- Field testing and geotechnical observation of mass grading operations
- Proficient in geotechnical software programs such as Slide2, LPile, Clig, Settle3

PROJECT EXPERIENCE

- Ventura Mound Well No. 2, Ventura, CA
- Camrosa Water District Pump Station No. 2, Thousand Oaks, CA
- New Pipeline Construction Under Us-101, Montecito, CA
- Carpinteria Advanced Purification Project, Carpinteria, CA
- Rose Valley Lake Restoration, Ojai, CA
- 2900 Maricopa Highway Water Tank, Ojai, CA
- Extraction Barrier and Brackishwater Treatment Plant, Point Mugu, CA
- Farmers Irrigation Company Reservoirs, Santa Paula, CA
- Rancho Monte Alegre Water Tank & Pump Station, Carpinteria, CA
- Alta Waterline, Ventura, CA
- Pierpont Stormwater Lift Station Replacements, Ventura, CA
- Cross Base Water Pipeline Extension, Port Hueneme, CA
- Surfer's Point Managed Retreat and Restoration Phase 2, Ventura, CA



REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer (Civil),
State of California (No. 89106)

Registered Professional Engineer
(Geotechnical), State of California (No.
3249)

Certified Nuclear Gauge Operator

EDUCATION

M.S., Civil Engineering, Geotechnical
Concentration, University of California, Los
Angeles

B.S., Civil Engineering, National Chiao Tung
University, Taiwan

PROFESSIONAL AFFILIATIONS

Member – American Society of Civil
Engineers

Member – American Public Works
Association

Member – California Geotechnical Engineering
Association

EMAIL

mlu@earthsystems.com



Anthony P. Mazzei, PE, GE

Principal Geotechnical Engineer

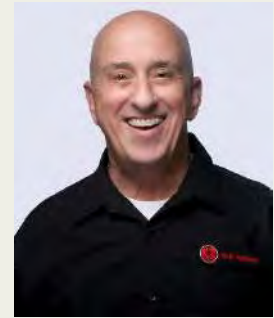
A registered civil and geotechnical engineer with over 35 years of experience, Anthony Mazzei is a managing principal of Earth Systems Pacific. Mr. Mazzei is known for his excellent project and team management skills, as well as his knowledge and understanding of both the geotechnical engineering and materials testing/inspection aspects of project construction. During the design phase process, he supervises geotechnical engineering investigations and provides consultation regarding geotechnical issues that may impact the project. During project construction, he oversees observation of grading operations, special inspection, and materials testing. Mr. Mazzei is a Registered Professional Civil and Geotechnical Engineer in the State of California, and a Registered Civil Engineer in Arizona. Mr. Mazzei received a Bachelor of Science degree in civil engineering from the University of Pittsburgh, and a Master of Science degree in geotechnical engineering from Arizona State University.

AREAS OF EXPERTISE

- Geotechnical engineering
- Materials engineering
- Geotechnical aspects of grading
- Stabilization of slopes and earthen embankments
- Development of geotechnical criteria for shallow and deep foundations, including caissons, driven piles, and micropiles
- Development of geotechnical solutions for adverse soil conditions, including unstable subgrades, saturated soils, caving or unstable trench conditions, expansive soils, and hydro collapse of soils
- Settlement analysis
- Analysis of slopes for local and global stability
- Pavement construction and rehabilitation, including hot mix-asphalt, full-depth reclamation, overlays, recycled materials, cold foam asphalt and cement/lime stabilization
- Use of recycled materials
- Evaluation of acceptability of construction materials

PROJECT EXPERIENCE

- Ventura Mound Well No. 2, Ventura, CA
- Carpinteria Advanced Purification Project, Carpinteria, CA
- Simi Valley Sanitation Facility, Simi Valley, CA
- El Rio Iron & Manganese Treatment Plant, Ventura County, CA
- Rose Valley Lake Restoration, Ojai, CA
- 2835 Hermitage Rd Water Tank, Ojai, CA
- 3723 Thacher Road On-Site Water Treatment System, Ojai, CA
- Advanced Water Purification Facility Pipeline, Ventura, CA
- Warring Water Tank No. 2, Piru, CA
- Ventura Road & Rice Avenue Sewer Main Replacement, Oxnard, CA
- Mariano Tank Replacement, Ventura, CA
- Surfer's Point Managed Retreat and Restoration Phase 2, Ventura, CA
- Santa Felicia Dam Pilot Channel, Piru, CA



REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer
(Geotechnical) State of California, 2009
(No. 2823)

Registered Professional Engineer (Civil)
State of California, 2005 (No. 67802)

Registered Professional Engineer (Civil)
State of Arizona, 1990 (No. 24415)

CASQA Certificate No. 21300

EDUCATION

M.S., Geotechnical Engineering, Arizona
State University, 1989

B.S., Civil Engineering, University of
Pittsburgh, 1985

PROFESSIONAL AFFILIATIONS

Member - American Society of Civil
Engineers

Member - International Society of Soil
Mechanics and Foundation Engineers

EMAIL

tmazzei@earthsystems.com



JAMES FALLON, P.L.S.

PRINCIPAL SURVEYOR

LICENSING

Professional Land Surveyor
No. 7807, California

EDUCATION

B.S. Surveying Engineering,
California State University Fresno,
1999

PROFESSIONAL AFFILIATIONS

Past Officer, California Land
Surveyors Association, State &
Channel Islands Chapter

Past President, ACEC, Channel
Coast Chapter

Past Committee Member, Channel
Islands CLSA Chapter – Joint
Professional Practices Committee

Member, International Right of
Way Association (IRWA)

CONTACT

PHONE:
805-416-8706

EMAIL:
James.Fallon@ECGcivil.com

WEBSITE:
www.ECGcivil.com

PROFILE

James Fallon, P.L.S., is a Principal Surveyor with **over 25 years of professional experience** delivering land surveying services for a wide range of public and private sector projects throughout Southern California. While his background is well-rounded, his work has leaned heavily toward supporting public agencies on infrastructure-focused assignments, including transportation corridors, flood control improvements, pipelines, and utility system upgrades.

James has led survey efforts for cities, counties, and water agencies under both task-specific and on-call contracts, bringing strong familiarity with agency standards, regulatory processes, and multi-disciplinary coordination. His technical expertise includes topographic and boundary surveys, right-of-way and easement mapping, ALTA surveys, legal descriptions, and construction staking. He is also experienced in the use of geodetic control networks, aerial mapping control, and terrestrial LiDAR technologies. With a practical understanding of field operations and a commitment to accuracy and responsiveness, Mr. Fallon consistently delivers dependable, high-quality survey support across all phases of public works project development.

RELEVANT EXPERIENCE

PUBLIC AGENCIES

City of Ventura On-Call Surveying Services | Contract Manager, Principal Surveyor

City of Oxnard Survey & Plan Check Services | Contract Manager, Principal Surveyor

City of Camarillo On-Call Surveying Services | Principal Surveyor

City of Thousand Oaks On-Call Surveying Services | Principal Surveyor

City of Calabasas On-Call Surveying Services | Contract Mgr, Principal Surveyor

City of Santa Barbara On-Call Surveying Services | Contract Mgr, Principal Surveyor

City of Santa Clarita On-Call Surveying Services | Contract Mgr, Principal Surveyor

City of Lancaster On-Call Survey Services | Contract Manager, Principal Surveyor

County of Ventura On-Call Surveying Services | Contract Mgr, Principal Surveyor

Santa Clarita Valley Water Agency On-Call Services | Principal Surveyor

Camarillo & Oxnard Airports, Ventura County, CA | Principal Surveyor

Casitas Municipal Water District, Ojai, CA | Principal Surveyor

United Water Conservation District, Ventura County, CA | Principal Surveyor



LICENSING

Professional Engineer No.
66720, California

EDUCATION

B.S. Civil Engineering California
Polytechnic State University,
San Luis Obispo

PROFESSIONAL AFFILIATIONS

Member, American Society of
Civil Engineers

Member, American Public
Works Association

CONTINUING EDUCATION

PSMJ Principal Engineers &
Project Managers Bootcamp

APWA Construction Inspection
Seminar

APWA Greenbook Seminar

CONTACT

PHONE:
805-416-8704

EMAIL:
Sal.Contreras@ECGcivil.com

WEBSITE:
www.ECGcivil.com

SAL CONTRERAS, PE

PRINCIPAL ENGINEER

PROFILE

Sal Contreras is a Principal Engineer with **over 25 years of civil engineering design experience** involving project master planning, public improvement projects and private land developments. With his broad knowledge and expertise in civil engineering, he provides quality control and design consultation to internal staff for projects of all types. Mr. Contreras is well versed in the management and preparation of feasibility studies, due diligences, master plans, construction plans, specifications, and estimates, and providing construction administration services. He has extensive experience with potable and recycled water infrastructure, water storage tank design, hydrologic and hydraulic studies, grading and drainage design.

Sal oversees both technical and professional personnel, interfacing with key public works agencies including state and local agencies. He has developed and maintains a working knowledge of local City, County and State engineering and environmental regulations and has extensive experience with grading, street, sewer and storm drainage design, along with right of way mapping and utility plans.

RELEVANT EXPERIENCE

PUBLIC AGENCIES

City of Ventura On-Call Engineering and Survey Services | Ventura CA

County of Ventura On-Call Engineering and Survey Services | Ventura, CA

City of Oxnard On-Call Civil Engineering, Survey, and Plan Check Services |
Oxnard, CA

City of Camarillo On-Call Civil Engineering Services | Camarillo, CA

City of Santa Paula On-Call Civil Engineering and Survey Services | Santa Paula, CA

City of Thousand Oaks On-Call Civil Engineering Services | Thousand Oaks, CA

City of Santa Clarita On-Call Civil Engineering Services | Santa Clarita, CA

City of Lancaster On-Call Engineering and Survey Services | Lancaster, CA

City of Palmdale On-Call Engineering and Survey Services | Palmdale, CA

Santa Clarita Valley Water Agency On-Call Engineering and Survey Services |
Santa Clarita, CA

United Water Conservation District, On-Call Engineering and Survey Services |
Ventura County, CA

Lloyd Trick, P.E.

Project Engineer

Education: BS (Electrical Engineering), University of Alberta, 1988.

Experience

1996 - Present: MSO Technologies, Inc., Thousand Oaks, CA

Responsible for electrical engineering and software engineering of automated control systems. Electrical engineering work includes site audits, specification and selection of all electrical system components, and creation of detailed installation and panel drawings. Software engineering work includes software module design, foreign device interfaces, PLC programming and HMI configuration. Works as on-site representative during system commissioning period. Specialties include wireless communication networks and DC power system design.

1995: U2 Systems, Inc., Irvine, CA

Project Engineer responsible for electrical engineering and software engineering of automated control systems. Electrical engineering work includes site audits, specification and selection of all electrical system components, and creation of detailed installation and panel drawings. Software engineering work includes software module design, foreign device interfaces, PLC programming and HMI configuration.

1990-1994: UMA Engineering Inc., El Centro, CA

Design Engineer responsible for the design and implementation of automated control systems. Reported directly to Engineering Manager on individual project basis. Worked closely with client engineers and field personnel during design and commissioning of field sites. The control system software required on most projects usually involves local programmable logic controllers (PLCs), remote telemetry units (RTUs), and human-machine interface (HMI) software.

1988-1990: UMA Engineering Ltd., Lethbridge, Alberta, Canada

Staff Engineer responsible for the design and implementation of automated control systems. Worked closely with client engineers and field personnel during design and commissioning of field sites. The control system software required on most projects usually involves local programmable logic controllers (PLCs), and human-machine interface (HMI) software.

Computer Languages

Ladder Logic, Pascal, Assembly, Fortran, Basic, AutoCAD

Operating Systems

PLC's, Windows, Unix, Linux

Certifications and Memberships

State of California Registered Electrical Engineer, E014247

APPENDIX C

SUBCONSULTANT PROJECTS

HAMNER, JEWELL & ASSOCIATES

Name of Project	VenturaWaterPure Ocean Outfall Project
Agency/Company name	City of Ventura/Ventura Water
Client contact name	Linda Sumansky
Client phone number	(805) 658-4771
Client email address	lsumansky@cityofventura.ca.gov
Location of project (city, state)	Ventura, California
Summary of project	Hamner, Jewell & Associates assisted the City of Ventura with the acquisition of several permanent and temporary easements needed for the installation of two new sewer lines that were to be installed through sections of Ventura Harbor and also under an active ocean channel via horizontal directional drilling. We additionally assisted with coordinating with over 60 individual boat owners and facilitated the temporary relocation of over 60 boats that were located in the easement areas in accordance with the California Government Code and the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act.
Staff with experience on this project and proposed for the District's project	Heather Johnson, Project Manager
Date project completed	April, 2024
Project fee or estimate	N/A

Name of Project	Salinity Management Pipeline Project
Agency/Company name	Calleguas Municipal Water District
Client contact name	Fernando Baez
Client phone number	(805) 579-7156
Client email address	FBaez@calleguas.com
Location of project (city, state)	Camarillo, Oxnard and Port Hueneme, California
Summary of project	Our firm has directly provided real property services to Calleguas Municipal Water District for over 30 years. We assisted with acquiring over 30 permanent and temporary easements and also helped to acquire fee title to a property needed for a control tank on the District's Salinity Management Pipeline project. This project was planned to improve the quality and reliability of water in Ventura County and involved constructing a regional Salinity Management Pipeline, which conveys concentrate from groundwater demineralization and excess recycled water out of the Calleguas Creek watershed to the Pacific Ocean.
Staff with experience on this project and proposed for the District's project	Heather Johnson, Project Manager
Date project completed	Completed several phases between 2003-2026 – currently working on Phase 3
Project fee or estimate	N/A

EARTH SYSTEMS PACIFIC

Name of Project	Ventura Mound Well No. 2
Agency/Company name	City of Ventura
Client contact name	Mr. David Gil
Client phone number	(805) 677-3908
Client email address	dgil@cityofventura.ca.gov
Location of project (city, state)	Ventura, California
Summary of project	This project involved development of a municipal water supply well and associated facilities, including a pump house, surge tank, transformer pad, and generator. Earth Systems performed a geotechnical engineering investigation that included subsurface exploration, laboratory testing, and evaluation of geologic and seismic conditions. The resulting report provided recommendations for grading, foundations, utility trenches, and equipment pads to support design and construction of the facility. This experience is directly applicable to the AG2 Tank and PS4 Pump Station Project, which includes similar geotechnical considerations for water infrastructure facilities, equipment foundations, and site development.
Staff with experience on this project and proposed for the District's project	Anthony Mazzei, PE, GE, Meng-Wei Lu, PE, GE
Date project completed	June 2023
Project fee or estimate	N/A

Name of Project	Camrosa Water District Pump Station No 2
Agency/Company name	Camrosa Water District
Client contact name	Terry Curson, District Engineer
Client phone number	(805) 482-8063
Client email address	terryc@camrosa.com
Location of project (city, state)	Thousand Oaks, California
Summary of project	Earth Systems performed a geotechnical investigation and a geotechnical engineering report for the Camrosa Water District's Pump Station No 2. The geotechnical study contained an analysis of the soil conditions at the project site, including surface and subsurface soil types, expansion potential, soil strength, settlement potential, bearing capacity, and the presence or absence of subsurface water. The scope of work included site reconnaissance; drilling, sampling, and logging of two hollow-stem-auger borings; and laboratory testing. Hydrocollapse and liquefaction potential were also assessed. Earth Systems determined that the project site was suitable for the proposed improvements, and provided recommendations for the grading, utility trenches, and structural design elements such as the foundations, concrete slab on grade, frictional and lateral coefficients, retaining wall backfill, and settlement. This experience directly aligns with the Camrosa Water District's geotechnical requirements for the AG2 Tank and PS4 Pump Station Project while demonstrating Earth Systems' history working for the CWD.
Staff with experience on this project and proposed for the District's project	Meng-Wei Lu, PE, GE
Date project completed	July 2020
Project fee or estimate	\$9800

ENCOMPASS CONSULTANT GROUP

Name of Project	Signal Tank, BPS and Waterline Design
Agency/Company name	Casitas Municipal Water District
Client contact name	Robert Lepore, MKN Associates
Client phone number	(805) 905-6530
Client email address	rlepore@mknassociates.us
Location of project (city, state)	Ojai, California
Summary of project	Under contract with MKN Associates, ECG performed surveying services in support of design and improvement plans for the Casitas Municipal Water District Signal Tank improvement project. Services included topographic surveying and record boundary research for the proposed booster pump station and new waterline improvements to assist with, engineering design and preparation of construction documents.
Staff with experience on this project and proposed for the District's project	James Fallon, PLS, Principal Surveyor Ben Hardin, PLS, Project Manager
Date project completed	March, 2020
Project fee or estimate	\$14,000

Name of Project	City of Camarillo Water Reservoirs #1 and #2
Agency/Company name	City of Camarillo
Client contact name	Michael Kang
Client phone number	(805) 383-5628
Client email address	mkang@cityofcamarillo.org
Location of project (city, state)	Camarillo, California
Summary of project	As part of an on-call service agreement, ECG provided topographic mapping and record boundary survey services for the City of Camarillo reservoir replacement project. The work supported the design and redevelopment of two existing reservoir facilities, including replacement of Reservoir #1 with a tank of equal capacity and replacement of Reservoir #2 with a larger upgraded tank to accommodate future system demands. This project required rapid survey mobilization and project turnaround.
Staff with experience on this project and proposed for the District's project	James Fallon, PLS, Principal Surveyor Ben Hardin, PLS, Project Manager
Date project completed	September, 2025
Project fee or estimate	\$35,000

APPENDIX D

VENDOR QUESTIONNAIRE

Vendor Questionnaire

1. Company name (Indicate DBA if applicable): Provost & Pritchard Engineering Group, Inc. dba Provost & Pritchard Consulting Group

3. Remittance address: 2310 E Ponderosa Drive, Suite 22, Camarillo, CA 93010

5. Name of current responsible principal of company

Matthew Kemp	Principal-In-Charge/Chief Strategic Officer
_____ (Print name)	_____ (Print title)

7. Signatory(ies) for company:

Matthew Kemp	Chief Strategic Officer	mkemp@ppeng.com
_____ (Print name)	_____ (Print title)	_____ (Email address)
_____ (Print name)	_____ (Print title)	_____ (Email address)

Name Matthew Kemp

Contact#/Email 866-776-6200 / mkemp@ppeng.com

11. Please provide contractor's license # N/A – Professional engineering consultant

12. Does your company pay prevailing wage? ☒ YES/☐ NO

13. Is the company registered with the State of CA Dept. of Industrial Relations? YES/NO

If yes, please provide PWC Registration Number: 1000007528

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the
requester. Do not
send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
See Specific Instructions on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Provost & Pritchard Engineering Group, Inc.

2 Business name/disregarded entity name, if different from above.

Provost & Pritchard Consulting Group

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

- ☐ Individual/sole proprietor ☐ C corporation ☒ S corporation ☐ Partnership ☐ Trust/estate
☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____
Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.
☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐

5 Address (number, street, and apt. or suite no.). See instructions.

455 W. Fir Avenue

6 City, state, and ZIP code

Clovis, CA 93611-0242

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

9 4 - 2 1 8 7 0 7 8

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person

Date 05/20/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cavignac 451 A Street, Suite 1800 San Diego CA 92101		CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 619-234-6848 E-MAIL ADDRESS: certificates@cavignac.com		FAX (A/C, No): 619-234-8601
		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : XL Specialty Company		37885
INSURED Provost & Pritchard Consulting Group 455 W Fir Ave Clovis, CA 93611-0242		PROV&PR-01		
		INSURER B :		
		INSURER C :		
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 334002455

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N ☐ N / A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR5048893	10/1/2025	10/1/2026	Per Claim Aggregate 2,000,000 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
For Informational Purposes Only. Professional Liability - Claims made form, defense costs included within limit.

CERTIFICATE HOLDER**CANCELLATION**

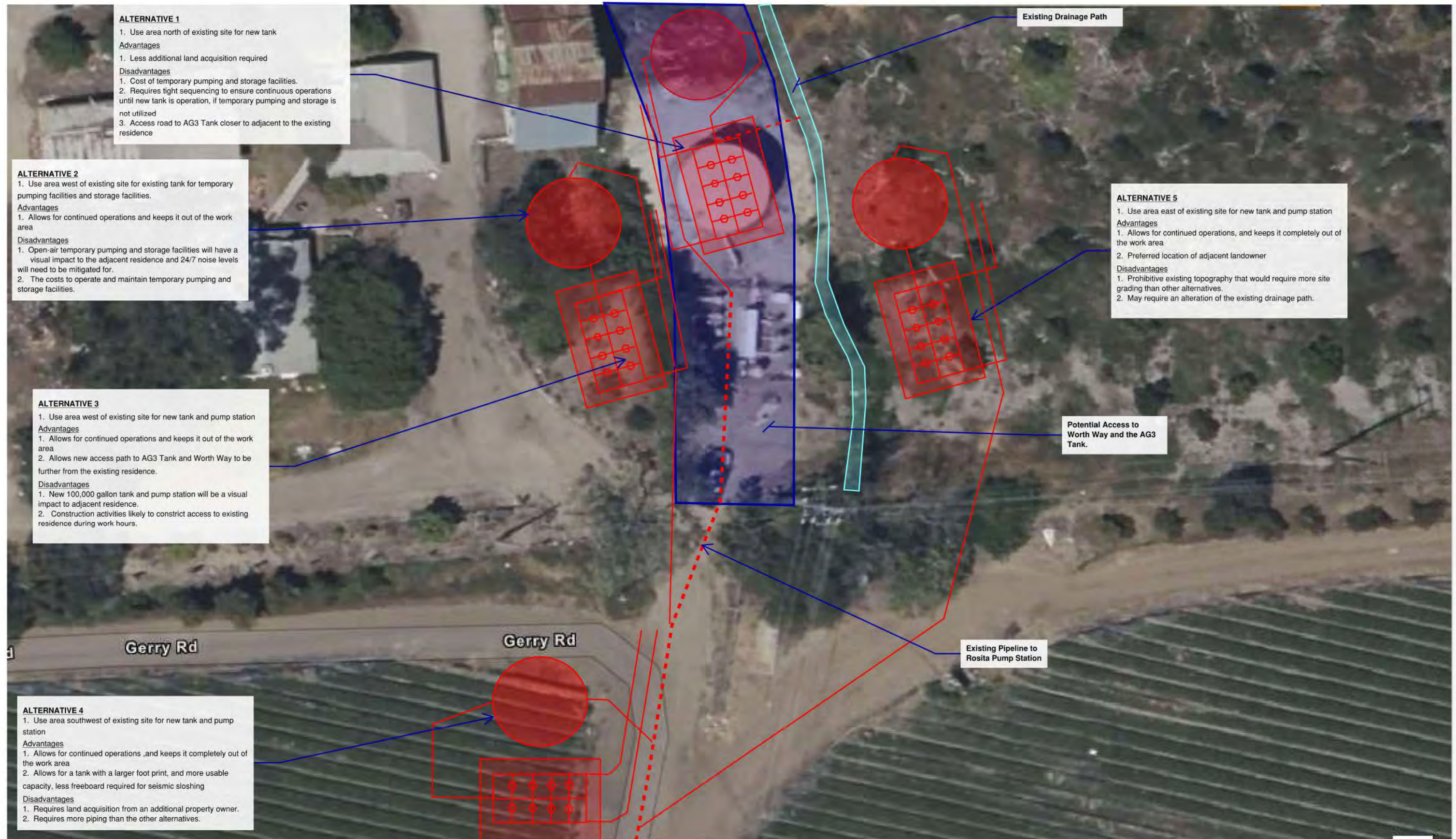
Specimen Certificate	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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APPENDIX E

POTENTIAL LAYOUTS

FIGURE- ALTERNATIVE SITE LAYOUTS



PROVOST&PRITCHARD
CONSULTING GROUP

Board Memorandum

September 8, 2026

To: Board of Directors

From: Jozi Zabarsky, Customer Service Manager

Subject: Ordinance 39, Conflict of Interest Code

Objective: Revise Ordinance 39, Camrosa's Conflict of Interest Code.

Action Required: Set a Public Hearing for September 22, 2026, to receive public comment and consider adoption of Ordinance 39-26 – Conflict of Interest Code.

Discussion: The District's current Conflict of Interest Code, Ordinance 39, was last adopted on September 26, 2024, in accordance with the Political Reform Act. Government Code requirements mandate that every public agency review its Conflict of Interest Code biennially to determine whether amendments are necessary to accurately reflect the agency's organizational structure and designated positions.

Staff has completed its review and recommends amending Ordinance 39 to reflect the District's current organizational structure and those positions whose duties require disclosure of economic interests. Employees designated in the ordinance are required to file Statements of Economic Interests pursuant to the Political Reform Act.

A draft of the revised Conflict of Interest Code has been submitted to the Ventura County Clerk of the Board for review. Staff recommends authorizing the General Manager to make any non-substantive revisions to the form or content of the ordinance that may be required by the County as part of its review process.

Adoption of an ordinance requires that notice of the Public Hearing be published at least ten (10) days prior to the hearing date. Following adoption, the ordinance must be posted within ten (10) days in three (3) prominent locations within the District.

Accordingly, staff recommends that the Board establish September 22, 2026, as the Public Hearing date to receive public input and consider adoption of Ordinance 39-26.

Attachment:

- *DRAFT Ordinance 39-26 – Conflict of Interest Code*



Ordinance 39-26

CONFLICT OF INTEREST CODE

DRAFT

Adopted:

September 22, 2026

ORDINANCE 39-26**An Ordinance of the Camrosa Water District
Amending the District's Conflict of Interest Code**

WHEREAS, The Political Reform Act of 1974 (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate Conflict of Interest Codes; and

WHEREAS, The Fair Political Practices Commission ("FPPC") has adopted 2 California Code of Regulations Section 18730, which contains the terms of a standard Conflict of Interest Code and may be amended by the FPPC to conform to amendments in the Political Reform Act; and

WHEREAS, The terms of 2 California Code of Regulations Section 18730, together with the designation of positions and disclosure categories contained in the attached Exhibits A and B, constitute the Conflict of Interest Code of the Camrosa Water District ("District"); and

WHEREAS, Government Code Section 87302 requires the District's Conflict of Interest Code to identify designated positions that make or participate in making governmental decisions that may foreseeably have a material effect on financial interests and to identify the types of economic interests that are reportable for each designated position; and

WHEREAS, Pursuant to Government Code Section 87306.5, the District is required to review its Conflict of Interest Code in each even-numbered year to determine whether amendments are necessary; and

WHEREAS, The District has reviewed its Conflict of Interest Code and determined that amendments are necessary to reflect the District's current organizational structure, position titles, duties, and disclosure requirements; and

WHEREAS, The Board of Directors has provided public notice of and conducted a public hearing concerning the proposed amendments and has provided an opportunity for interested persons to comment on the proposed Conflict of Interest Code; and

WHEREAS, Pursuant to Government Code Section 82011, the Ventura County Board of Supervisors is the code-reviewing body for the Conflict of Interest Code of the Camrosa Water District and must approve amendments to the District's Conflict of Interest Code; and

WHEREAS, The Board of Directors desires to approve the proposed amended Conflict of Interest Code and submit it to the Ventura County Board of Supervisors for review and approval.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Camrosa Water District as follows:

SECTION 1. Adoption of Amended Conflict of Interest Code.

The Board of Directors hereby approves and adopts the amended Conflict of Interest Code attached hereto and incorporated herein by reference including Exhibits A and B and Appendix A.

The amended Conflict of Interest Code incorporates by reference 2 California Code of Regulations Section 18730, including any amendments thereto duly adopted by the Fair Political Practices Commission.

SECTION 2. Designated Positions and Disclosure Categories.

The positions designated in Exhibit B are designated positions for purposes of the District's Conflict of Interest Code, and the disclosure categories assigned to those positions in Exhibit B establish the types of financial interests required to be disclosed, subject to the provisions of the Political Reform Act and applicable FPPC regulations.

SECTION 3. Statutory Filers and Officials Who Manage Public Investments.

Nothing in this Ordinance or the District's Conflict of Interest Code shall be construed to impose duplicative disclosure requirements on a person who is required to file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq. or other applicable law, to the extent such person is subject to the statutory filing requirements in the same capacity.

Appendix A identifies the applicable statutory provisions and regulatory definitions concerning officials who manage public investments.

SECTION 4. Submission to Code-Reviewing Body.

The General Manager, or designee, is authorized and directed to submit the amended Conflict of Interest Code to the Ventura County Board of Supervisors, as the District's code-reviewing body, for review and approval.

The General Manager, or designee, is further authorized to make non-substantive revisions to the amended Conflict of Interest Code that may be requested by the Ventura County Board of Supervisors, the Clerk of the Board, or County Counsel in connection with the review and approval process, provided such revisions do not materially alter the positions designated or disclosure categories approved by the Board of Directors.

SECTION 5. Filing Officer.

The Clerk of the Board of Supervisors of Ventura County shall serve as the Filing Officer for Statements of Economic Interests required to be filed pursuant to the District's Conflict of Interest Code, unless otherwise provided by the Political Reform Act, applicable FPPC regulations, or the Ventura County Board of Supervisors.

Statements required by law to be filed electronically with the Fair Political Practices Commission shall be filed through the FPPC's electronic filing system.

SECTION 6. Repeal and Supersession.

Upon the effective date of the amended Conflict of Interest Code established by this Ordinance, Ordinance No. 39-24, together with all amendments thereto, is repealed and superseded.

SECTION 7. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of this Ordinance and the application of its provisions to other persons or circumstances shall not be affected thereby.

SECTION 8. Effective Date.

The amended Conflict of Interest Code established by this Ordinance shall become effective upon approval by the Ventura County Board of Supervisors, as the District's code-reviewing body, and satisfaction of all other applicable requirements of the Political Reform Act and FPPC regulations.

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

ADOPTED, SIGNED, AND APPROVED this **September 22, 2026**.

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

ATTEST:

Norman Huff, Secretary, Board of Directors
CAMROSA WATER DISTRICT

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DRAFT

Conflict of Interest Code

1. Purpose

The purpose of the Camrosa Water District Conflict of Interest Code is to ensure that public officials and designated employees disclose financial interests that may foreseeably be materially affected by their official decisions and to help prevent actual or perceived conflicts of interest in the conduct of District business. The Code identifies positions subject to disclosure requirements, specifies the categories of financial interests that must be disclosed based on the duties and responsibilities of each position, and incorporates applicable requirements of the Political Reform Act and regulations of the Fair Political Practices Commission.

2. Incorporation of FPPC Regulation 18730 by Reference

The Political Reform Act of 1974 (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes.

The Fair Political Practices Commission ("FPPC") has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. After public notice and hearing, the standard code may be amended by the FPPC to conform to amendments in the Political Reform Act.

Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to that regulation duly adopted by the FPPC, are hereby incorporated by reference into the Conflict of Interest Code of the Camrosa Water District ("District").

The terms of 2 California Code of Regulations Section 18730, together with the attached Exhibit A – Disclosure Categories and Exhibit B – Designated Positions and Disclosure Categories, constitute the Conflict of Interest Code of the Camrosa Water District.

This Conflict of Interest Code shall be interpreted and administered in accordance with the Political Reform Act, the regulations of the FPPC, and applicable amendments thereto.

3. Place of Filing of Statements of Economic Interests

Persons holding positions designated in Exhibit B shall file Statements of Economic Interests (Form 700) with the filing officer specified below, except as otherwise provided by law or the regulations of the FPPC.

The Clerk of the Board of Supervisors of Ventura County shall be the Filing Officer for Statements of Economic Interests filed pursuant to this Conflict of Interest Code, unless applicable law requires a designated filer to file directly with the FPPC through the FPPC's electronic filing system or otherwise provides for a different filing location.

The Filing Officer shall retain and make available for public inspection and reproduction Statements of Economic Interests as required by Government Code Section 81008 and applicable FPPC regulations.

Designated filers shall disclose only those financial interests falling within the disclosure category or categories assigned to their position in Exhibit B.

This Conflict of Interest Code does not create an additional disclosure obligation for a person who is otherwise required to file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq., to the extent that the person is subject to and satisfies the applicable statutory filing requirements in the same capacity, consistent with 2 California Code of Regulations Section 18730.

Exhibit A - Disclosure Categories

The following disclosure categories identify the types of financial interests that designated positions are required to disclose. A designated employee is required to disclose only those financial interests identified in the category or categories assigned to the employee's position in Exhibit B.

CATEGORY 1 – REAL PROPERTY

Persons in this category shall disclose all interests in real property located within the jurisdiction of the Camrosa Water District.

Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within the District or within two miles outside the boundaries of the District, or within two miles of any land owned or used by the District.

Interests in real property held by a business entity or trust in which the designated employee holds a direct or indirect interest shall be reportable to the extent required by the Political Reform Act and applicable FPPC regulations.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable, subject to the applicable provisions of the Political Reform Act and FPPC regulations.

CATEGORY 2 – INVESTMENTS AND BUSINESS POSITIONS

Persons in this category shall disclose all investments and business positions in business entities.

CATEGORY 3 – INCOME, GIFTS, LOANS, AND TRAVEL PAYMENTS

Persons in this category shall disclose all sources of income, including gifts, loans and travel payments, as required by the Political Reform Act and applicable FPPC regulations.

CATEGORY 4 – PROCUREMENT AND CONTRACTING

Persons in this category shall disclose investments, business positions and sources of income, including gifts, loans and travel payments, from business entities that manufacture, provide or sell services, supplies, materials, machinery or equipment of a type utilized by the District and associated with the duties of the designated position.

CATEGORY 5 – REGULATION, PERMITTING, AND LICENSING

Persons in this category shall disclose investments, business positions and sources of income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the District.

CATEGORY 6 – LAND DEVELOPMENT, CONSTRUCTION, AND REAL PROPERTY TRANSACTIONS

Persons in this category shall disclose investments, business positions and sources of income, including gifts, loans and travel payments, from sources that engage in land development, construction, or the acquisition or sale of real property.

CATEGORY 7 – FUNDING AND GRANTS

Persons in this category shall disclose investments, business positions and sources of income, including gifts, loans and travel payments, from sources that receive grants or other funding from or through the District.

Exhibit B - Designated Positions and Disclosure Categories

<u>Designated Position</u>	<u>Disclosure Categories</u>	<u>Filing Officer</u>
Board of Directors	1, 2, 3	Ventura County COB
Legal Counsel	1, 2, 3	Ventura County COB
General Manager/Secretary	1, 2, 3	Ventura County COB
Assistant General Manager	2, 3, 4	Ventura County COB
Finance Manager	2, 3, 4, 7	Ventura County COB
Senior Accountant	2, 3, 4, 7	Ventura County COB
Financial Consultant	2, 3, 4, 7	Ventura County COB
District Engineer	4, 5, 6	Ventura County COB
Associate Engineer	4, 5, 6	Ventura County COB
Customer Service Manager	4	Ventura County COB
IT Manager	4	Ventura County COB
Superintendent of Operations	4	Ventura County COB
Director of Operations	4	Ventura County COB
Director of Administration	4	Ventura County COB
Water Quality & Environmental Compliance Manager	4, 5	Ventura County COB
Chief Plant Operator	4	Ventura County COB
Control Systems Supervisor	4	Ventura County COB
System Field Supervisor – Distribution	4	Ventura County COB
System Field Supervisor – Treatment	4	Ventura County COB
Consultants/New Positions	*See below	Ventura County COB

*Consultants and new positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category applicable to the duties performed, subject to the following limitations.

The General Manager, or the General Manager's designee, may determine in writing that a particular consultant or new position, although a designated position, is hired to perform a range of duties that is limited in scope and, therefore, is not required to fully comply with the disclosure requirements applicable to the position.

The written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of the disclosure requirements.

The written determination shall be a public record and shall be retained for public inspection in accordance with Government Code Section 81008 and applicable FPPC regulations.

An individual who performs under contract substantially all of the duties of a designated position shall be subject to the disclosure requirements applicable to that designated position.

DRAFT

Appendix A - Officials Who Manage Public Investments

Pursuant to Government Code Section 87200 et seq., certain public officials, including certain local agency officials who manage public investments, are required to disclose their economic interests in accordance with the Political Reform Act.

This Appendix identifies the applicable definitions for determining which public officials qualify as "other officials who manage public investments" and identifies the positions of the Camrosa Water District that qualify, or may qualify, under those provisions.

APPLICABLE DEFINITIONS

As set forth in 2 California Code of Regulations Section 18704.6, the following definitions apply for purposes of Government Code Section 87200:

1. "Other Public Officials Who Manage Public Investments"

"Other public officials who manage public investments" means:

(A) Members of boards and commissions, including pension and retirement boards or commissions, or committees thereof, who exercise responsibility for the management of public investments;

(B) High-level officers and employees of public agencies who exercise primary responsibility for the management of public investments, such as chief or principal investment officers or chief financial managers. This category does not include officers and employees who work under the supervision of the chief or principal investment officers or chief financial managers; and

(C) Individuals who, pursuant to a contract with a state or local government agency, perform the same or substantially all the same functions that would otherwise be performed by the public officials described in subdivision (1)(B).

2. "Public Investments"

"Public investments" means the investment of public moneys in real estate, securities, or other economic interests for the production of revenue or other financial return.

3. "Public Moneys"

"Public moneys" means all moneys belonging to, received by, or held by the state, or any city, county, town, district, or public agency therein, or by an officer thereof acting in his or her official capacity.

"Public moneys" includes the proceeds of all bonds and other evidences of indebtedness, trust funds held by public pension and retirement systems, deferred compensation funds held for investment by public agencies, and public moneys held by a financial institution under a trust indenture to which a public agency is a party.

4. "Management of Public Investments"

"Management of public investments" means the following non-ministerial functions:

- Directing the investment of public moneys;
- Formulating or approving investment policies;
- Approving or establishing guidelines for asset allocations; or
- Approving investment transactions.

For purposes of Government Code Section 87200 et seq. and applicable FPPC regulations, the following positions are identified for review as officials who may qualify as persons who manage public investments:

<u>Position</u>	<u>Filing Requirement</u>
Board of Directors	Government Code Section 87200 et seq., as applicable
General Manager/Secretary	Government Code Section 87200 et seq., as applicable
Assistant General Manager	Government Code Section 87200 et seq., as applicable
Finance Manager	Government Code Section 87200 et seq., as applicable
Financial Consultant	Government Code Section 87200 et seq., as applicable

A person who qualifies as an "other public official who manages public investments" shall file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq. and applicable FPPC regulations.

The inclusion of a position in this Appendix does not, by itself, establish that every individual holding that position qualifies as an "other public official who manages public investments." The determination shall be based upon the actual duties and authority of the position and the applicable provisions of the Political Reform Act and FPPC regulations.

A person who is required to file a Statement of Economic Interests pursuant to Government Code Section 87200 et seq. shall not be required to file an additional Statement of Economic Interests under this Conflict of Interest Code for the same position and reporting period to the extent provided by applicable law and FPPC regulations.

Board Memorandum

September 8, 2026

To: Board of Directors

From: Norman Huff, General Manager

Subject: Recycled & Non-Potable Water Contractual Customers

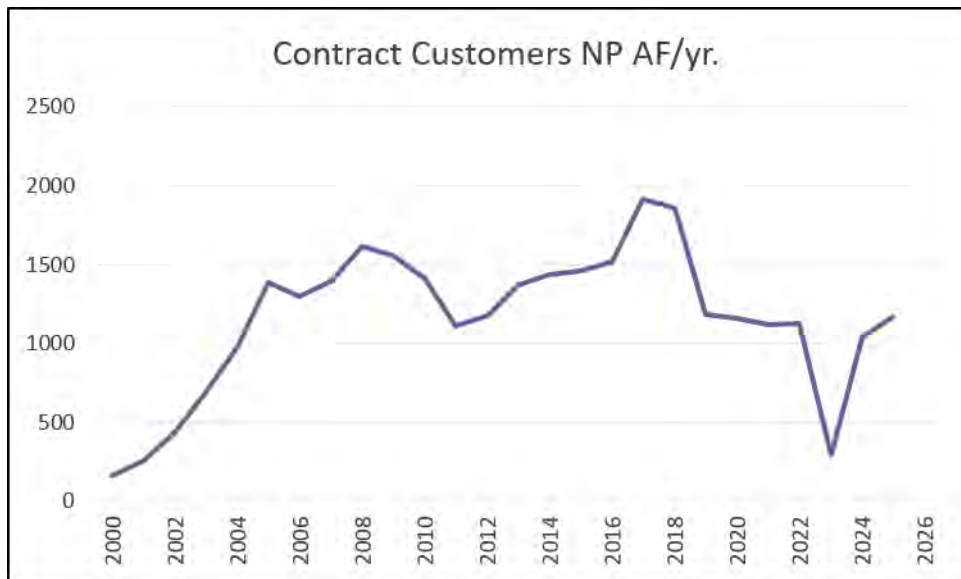
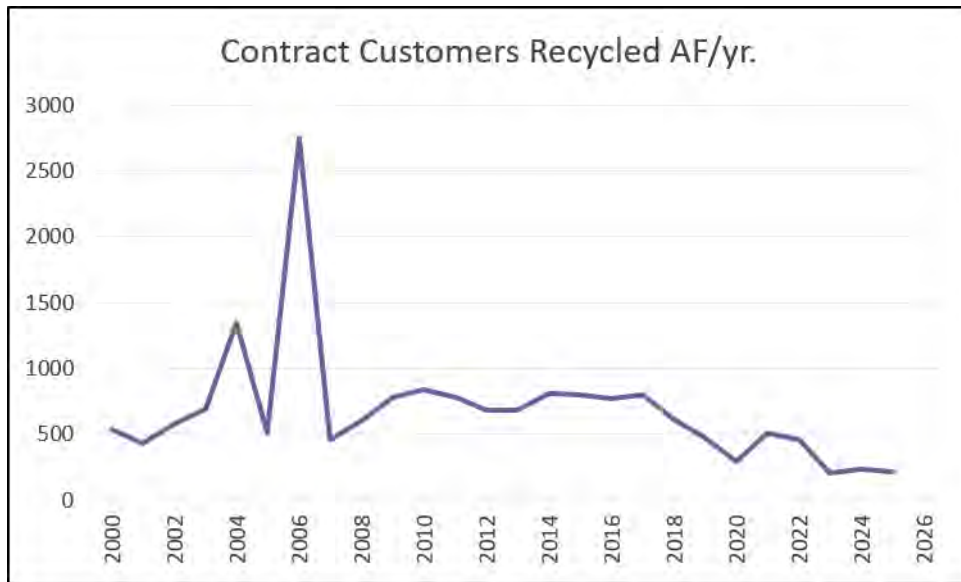
Objective: Discuss allowing the contracts to expire on their expiration date of October 1, 2027, with these customers then being subject to current rates based on the Rate Study and policies of the District.

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

Background: In 1994 Camrosa was in the process of establishing water resources, Conejo Creek Diversion and Camrosa Water Reclamation Facility (CWRF), and customers for non-potable and reclaimed water. Ordinance 36 was passed in 1994, amended in 1995 with slight changes, and amended again in 1998 to extend the deadline for completion of the Conejo Creek Project (CCP). The intent of the ordinance was: "...to attract as many Non-Potable and Reclaimed Irrigation customers as possible prior to start-up of the Conejo Creek Project and the Camrosa Wastewater Treatment Plant Renovation Project to assure that water sales are adequate to cover costs during the early phases of the projects." To accomplish this goal, Camrosa offered incentives to commercial agricultural customers (Contract Customers), with a minimum of 20 acres, who would sign 25-year agreements for non-potable and/or reclaimed water service. Incentives included: no connection charges or capital fees and reduced rates for water. Customers for non-potable service entering an agreement received an initial rate of \$.38/hcf (\$166/AF) while customers in the same classification, who missed the deadline for these preferential agreements, would pay \$.50/hcf (\$218/AF). 19 accounts were created through non-potable agreements (16 are currently active accounts) and 7 accounts were created through reclaimed agreements (5 are currently active accounts). Some of the agreements included more than one connection/account for the same property owner. Including both NP and Recycled Contract Customers, there are 10 individuals/entities.

Discussion: Over the years, the rates for these Contract Customers were adjusted based on the agreement's inflationary computation while other non-potable and reclaimed (recycled) water customers' rates were adjusted on a cost-of-service basis (Rate Study). This has resulted in a growing disparity in rates for the same classifications of water. Currently, reclaimed/recycled Contract Customers pay \$0.49/hcf (\$213/AF) while the other customers pay \$2.40/hcf (\$1045/AF). Currently, non-potable Contract Customers pay \$0.78/hcf (\$340/AF) while the other customers pay \$2.40/hcf (\$1045/AF).

Total usage for all reclaimed/recycled Contract Customers since 2005 has averaged 680 AF/yr., but in the last 5 years has averaged only 325 AF/yr. Total usage for all non-potable Contract Customers since 2005 has averaged 1313 AF/yr. and in the last 5 years has averaged 947 AF/yr.



If it is the Board's opinion that the objectives expressed in Ordinance 36 have been achieved and an incentive of lower rates for these classifications of water is no longer needed, then allowing the contracts to expire on October 1, 2027, would result in these customers being subject to the current rates based on the Rate Study of \$2.40/Unit (Hcf) or \$1,045.44/AF. Staff are seeking Board direction for next steps. Options might include:

- Appointing an Ad hoc Committee to discuss and steer future direction
- Letters of explanation and/or notification to Contract Customers
- Setting meetings with Contract Customers to discuss a transition to cost-of-service-based rates

Attachment:

- *Ordinance 36 (2/23/95) Establishing the Rules and Regulations for Nonpotable and Reclaimed Water Services (Includes Exhibits B/C - Non-Potable/Reclaimed Irrigation Water Service Agreements)*

REVISED: February 23, 1995

ORDINANCE No. 36

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CAMROSA WATER DISTRICT ESTABLISHING THE RULES AND REGULATIONS FOR NON-POTABLE AND RECLAIMED WATER SERVICES

WHEREAS, Camrosa is pursuing several projects which will provide additional water supplies to the service area; and

WHEREAS, Camrosa's service area has beneficial uses for both non-potable and reclaimed waters; and

WHEREAS, Camrosa desires to establish customer classifications, water rates, and water service agreements for the future delivery of these waters; and

WHEREAS, costs associated with the delivery of different types of water to different areas of the District and for different uses varies throughout the service area; and

WHEREAS, Camrosa desires to attract as many Non-Potable and Reclaimed Irrigation customers as possible prior to start up of the Conejo Creek Project and the Camrosa Wastewater Treatment Plant Renovation Project to assure that water sales are adequate to cover costs during the early phases of the projects.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Camrosa Water District:

1. Definitions

Non-Potable Water Service shall mean for the purposes of this Ordinance ground water or surface water which does not meet California Department of Health Services Drinking Water Standards and is, therefore, intended for irrigation and other acceptable uses.

Reclaimed Water shall mean for the purposes of this Ordinance, water, either all or part, a direct product of a wastewater treatment plant and, therefore, water which is regulated by the Regional Water Quality Control Board as wastewater effluent.

Non-Potable Irrigation System shall mean for the purposes of this Ordinance the transmission and distribution piping which transports Non-Potable Irrigation Water.

Reclaimed Water System shall mean for the purposes of this Ordinance the transmission and distribution piping which transports effluent from the Camrosa Wastewater Treatment Plant.

Pressure Zones shall mean for the purposes of this Ordinance subdivisions within the Non-Potable Irrigation System and the Reclaimed System which are hydraulically isolated from the main distribution system and have their own unique hydraulic characteristics and associated energy requirements for delivery.

Unit of Water shall mean for the purposes of this Ordinance one hundred cubic feet of water which is equal to 746 gallons.

Acre Foot of Water shall mean for the purposes of this Ordinance 43,560 cubic feet of water which is equal to 435.6 Units or 324,958 gallons of water.

2. General Requirements for Non-Potable Service

To qualify for Non-Potable Water Service, the customer must meet the following minimum requirements:

- A. The property to be served must either have no potable service from Camrosa or have (1) a certified backflow prevention device on the potable service; or (2) a separate potable plumbing system with no existing or potential cross connections.
- B. The Non-Potable System must be adjacent to the property and a meter service provided at the customer's expense at the time of initiation of service (or a connection thereto provided at the customer's expense at the time of initiation of service).
- C. Customer must have a beneficial use for Non-Potable Water approved by Camrosa. Examples of typical uses are: Commercial agricultural irrigation, commercial landscaping irrigation, public landscaping irrigation, common areas for large residential landscaping irrigation, or general construction uses.

3. Non-Potable Irrigation Water Customer Classes

Camrosa provides Non-Potable Irrigation Water to a variety of customer types and for a variety of uses. Non-Potable Irrigation Water customer classes and minimum requirements for qualification are as follows:

Class I - Commercial Agricultural Class I is intended for lands requiring large amounts of water to irrigate commercial crops and have contractual commitments with Camrosa for long-term Non-Potable Irrigation Water Service. Minimum requirements for Class 1 are:
(1) (a) the parcel served is a minimum of 20 acres; or (b) the parcel is joined with another parcel or is considered part of the other parcel's operation as determined by Camrosa and the combined

parcels total a minimum of 20 acres; (2) the lands are primarily used for production of commercial crops; (3) the owner of the land has endorsed, submitted, and secured approval of a Non-Potable Irrigation Service Agreement with Camrosa Water District as contained in "Exhibit B" of this Ordinance on or before March 31, 1995.

Class II - Commercial Agricultural Class II is intended for general irrigation purposes on an "as needed" basis on lands requiring large amounts of water to irrigate commercial crops. Minimum requirements for irrigation are: (1))a) the parcel served is a minimum of 20 acres; or (b) the parcel, and totals a minimum of 20 acres, is joined with a larger parcel and is considered part of the larger parcel's operation as determined by Camrosa; and (2) the lands are primarily used for production of commercial crops.

Class III - Commercial Landscape Irrigation Class III is intended for commercial operations requiring large amounts of irrigation water to maintain turf areas or other landscaping. The minimum requirements for Class III are as follows: The land to be served is a commercial operation; (2) land to be served has a minimum of two acres primarily in turf or other high-water-demand landscaping.

Class IV - Public Landscaping Class IV is intended for the irrigation of public parks, medians, play fields, and school grounds. Minimum qualifications are: (1) the land is owned or operated by a public entity; (2) the facility is for the use of the general public.

Class V - Residential Landscaping Class V is intended for use by homeowners' associations, municipal-owned parks and other groups operating common areas or medians with extensive landscaping and for individual home owners with extensive landscape irrigation requirements. Qualifications for Class V are as follows: (1) use of Non-Potable Water by individual residents may require State or County Department of Health Services prior approval before Camrosa can provide service; (2) State or County Departments of Health Services may require periodic inspections of privately operated Non-Potable Irrigation Systems to assure that no cross connections exist.

Class VI - Temporary Construction Water Class VI is intended for uses related to general construction such as dust abatement, compaction, and roadway cleaning. Qualifications for Class VI are as follows: (1) customer shall secure a permit from Camrosa for use of Non-Potable Water; (2) customer may be required to make deposits and pay special fees and charges as established by the Board of Directors; and (3) customer shall agree to comply with all State and County Department of Health Services requirements for uses of Non-Potable Water.

4. General Requirements for Reclaimed Water Service

To qualify for Reclaimed Water Service, the customer shall meet the following minimum requirements for service:

- A. The Camrosa Reclaimed System must be adjacent to the property to be serviced (or a connection thereto provided at the customer's expense at the time of initiation of service).
- B. Customer must secure a meter service for Reclaimed Water at the customer's expense at the time of initiation of service.
- C. Customer must secure any Permits which may be required by State or local governmental regulatory agencies for use of reclaimed water.
- D. Customer comply with all California Department of Health Services and Regional Water Quality Control Board regulations for the use of reclaimed water.

5. Reclaimed Water Service Customer Classes

Class I - Commercial Agricultural Irrigation Class I is intended for lands requiring large amounts of water for irrigation of commercial crops and contractual commitments with Camrosa for long-term Reclaimed Water Service. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements for Class I are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors); and (3) the owner of the land has endorsed, submitted, and secured approval of a Reclaimed Water Service Agreement with Camrosa Water District as contained in "Exhibit C" of this Ordinance before March 31, 1995.

Class II - Commercial Agricultural Irrigation Class II is intended for lands requiring large amounts of water for irrigation of commercial crops. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements for Class II are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors).

Class III - Commercial Landscape Irrigation Class III is intended for parks, golf courses, and other large irrigated turf

areas. The water served shall be filtered and considered tertiary treated, therefore, qualifying for use under minimum restrictions. Minimum requirements are: (1) the land to be served is primarily used for recreational, decorative, or other purposes where large amounts of irrigated turf are required; (2) the land to be served is posted in accordance with Department of Health Services regulations for use of reclaimed water in areas open to the general public.

Class IV - Commercial Agricultural Irrigation Class IV is intended for the irrigation of commercial crops with restrictions on the method of irrigation or crop type as imposed by the Department of Health Services. The water served is considered oxidated and qualifies as secondary wastewater effluent; therefore, its uses are restricted. Minimum requirements for Class IV are: (1) the land to be served is primarily used for the production of commercial crops; (2) the land to be irrigated is a minimum of 10 acres (smaller parcels may be approved on a case-by-case basis by the Board of Directors).

6. Pressures Zone Surcharges

Both Non-Potable Irrigation Water Services and Reclaimed Water Services are subject to surcharges if the areas to be served are above the first hydraulic lift in the Non-Potable Irrigation System or the Reclaimed System. Zone Surcharges are intended to reflect the actual cost of any additional pumping and shall be reviewed annually to assure that they reflect current costs.

7. Rates and Charges

The water rates and service charges for Non-Potable and Reclaimed Water Services are contained in "Exhibit A" of this Ordinance. Also included are current rates and charges for those service classes subject to the various Water Service Agreements. Rates and charges not subject to contractual agreements may be amended from time to time by the Camrosa Board of Directors.

8. Ordinance Amendments

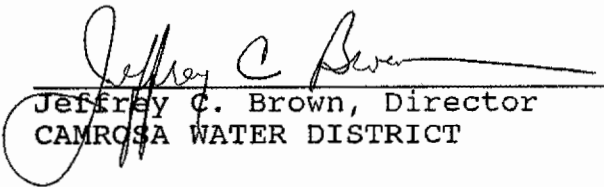
Non-Potable and Reclaimed Service Class I Agreements shall be offered on a temporary basis for a term to be determined by the Camrosa Board of Directors. The terms contained in these Agreements may be withdrawn or amended from time to time, as well as any other provisions of this Ordinance by the Camrosa Board of Directors.

9. Implementation and Prior Rules and Regulations

The Water Service Agreements contained in this Ordinance shall be available to potential Class I customers upon adoption of this Ordinance. Water Service Class rates and charges shall be effective upon completion of the Conejo Creek Project. Current rates and

regulations remain in effect until this Ordinance is implemented. This Ordinance supersedes all prior Ordinances and Resolutions relating to rules and regulations for Non-Potable and/or Reclaimed Water Services.

ADOPTED, SIGNED AND APPROVED this 23rd day of February 1995.


Jeffrey C. Brown, Director
CAMROSA WATER DISTRICT


Ronald J. Vogel, Director
CAMROSA WATER DISTRICT

ATTEST:

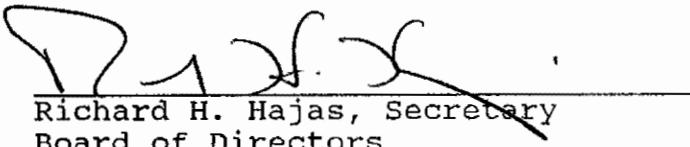

Richard H. Hajas, Secretary
Board of Directors
CAMROSA WATER DISTRICT

EXHIBIT A

NON-POTABLE IRRIGATION WATER SERVICE

	<u>Monthly Service Charge</u>	<u>Monthly Minimum Charge</u>	<u>Water Rate</u>
Class I	None	\$.50/Acre of Eligible Acres*	\$.38/Unit
Class II	\$.02/gpm + \$5.60	None	\$.50/Unit
Class III	N/A	N/A	N/A
Class IV	N/A	N/A	N/A
Class V	N/A	N/A	N/A
Class VI	N/A	N/A	N/A

RECLAIMED IRRIGATION WATER SERVICE

	<u>Monthly Service Charge</u>	<u>Monthly Minimum Charge</u>	<u>Water Rate</u>
Class I	None	\$.25/Acre of Eligible Acres*	\$.18/Unit
Class II	N/A	N/A	N/A
Class III	N/A	N/A	N/A
Class IV	N/A	N/A	N/A

EXHIBIT A

PRESSURE ZONE SURCHARGE

Zone 410	N/A
Zone 470	\$.025/Unit
Zone 620	\$.08/Unit
Zone 1050	\$.22/Unit

*Total acres listed as eligible acres in Paragraph A.1. of Exhibit B or C.

EXHIBIT B

NON-POTABLE
IRRIGATION WATER SERVICE AGREEMENT

This Water Service Agreement is by and between Camrosa Water District, hereinafter known as "Camrosa" and _____, hereinafter known as "Customer".

A. Property Served and Location of Meter Services.

The parties hereto agree to the following:

1. Camrosa shall make available to Customer non-potable irrigation water service for beneficial use on the following parcel(s):

	Eligible Acres (*1)
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres

2. Non-potable irrigation water shall be made available to the above parcel(s) through meter service(s) of the following size(s) and location(s), and service pressure:

Meter Size	Location	Static Pressure Range	Pressure Zone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Both parties agree that additional meter services may be established at future times by the Customer as the need arises. Customer shall bear the burden of such installations.

(*1) Parcel Maps are attached; eligible acres are highlighted if less than the entire parcel is eligible. The attachments are made a part of this agreement.

B. Conditions of Service

1. Qualifying Parcels

a. The Customer's parcel(s) specified in Paragraph A(1) above shall qualify for non-potable irrigation service Class I as defined by the Camrosa Board of Directors under the Rates and Regulations in effect on the date of execution of this Agreement and meet one of the following requirements:

(1) The parcel(s) listed in Paragraph A(1) shall be a minimum of 20 acres.

OR

(2) The parcel(s) listed in Paragraph A(1) shall be contiguous with one or more parcels listed in Paragraph A(1) or reasonably considered part of the other parcel's agricultural operation as determined by Camrosa.

b. Parcels listed in Paragraph A(1), shall be determined by Camrosa to be all part of a single agricultural operation as of the date of execution of this Agreement. This determination shall remain valid until such time as substantial changes occur to the operation or ownership of the property. Substantial changes may include but are not limited to title, ownership, or development unrelated to the agricultural operation.

2. Availability

a. Both parties acknowledge that although Camrosa shall maintain a firm entitlement to a Non-Potable water supply sufficient to meet the average annual demands of Customer, there may be shortages from time to time as a result of peak water demands or there may be reduced water supplies resulting from drought and other events beyond the control of Camrosa.

b. Both parties therefore agree that in order to make the most beneficial use of Camrosa's Non-Potable water supply, Camrosa may require scheduled uses of water, limit maximum flow rates, and develop rate incentives to encourage off-peak water use.

c. Both parties further agree that Customer shall maintain first priority along with other non-potable irrigation Class I customers with similar agreements for

use of Conejo Creek water throughout the term of this Agreement.

3. Water Quality

a. Both parties agree that Camrosa does not guarantee the quality of the non-potable irrigation water. The water is, by definition, non-potable and, therefore, not suitable for human or live stock consumption. Because of the source of the water, the quality may not be suitable for certain crop types.

b. Camrosa agrees to cooperate in managing the availability of an alternate water source to reduce the impacts of high chloride concentrations which affect certain crop types. Camrosa may periodically agree to blend low-chloride water, assist the customer in blending, or provide low chloride water based upon costs of alternate water sources at the time of use.

4. Diversion of Water

a. Customer agrees to discontinue all diversions of water from the Conejo Creek and Calleguas Creek which is identified in the final State Water Resources Control Board (SWRCB) Permit issued to Thousand Oaks as waters entitled to the Camrosa Conejo Creek Project once non-potable irrigation water is made available to Customer by Camrosa under this Agreement. Camrosa shall take reasonable actions to prevent diversions of such water by others.

b. Both parties agree that nothing in this Agreement shall require or cause the customer to forfeit, waive, or modify any rights to groundwater or the use or control of the creek channel on the properties in Paragraph A-1 and Camrosa agrees not to take any actions which cause any such forfeiture, waiver, or modification.

5. Monitoring and Accounting

a. Both parties shall cooperate in the monitoring and accounting of waters of the Conejo Creek.

b. Camrosa shall monitor stream flows, maintain records on stream flows, and develop periodic inventory reports on stream flows to account for the various waters of the Conejo Creek. Camrosa will generate the required data through various means, including facilities operated by customer, if any; The City of Thousand Oaks; Calleguas Municipal Water District; Ventura County Flood Control District; and Camrosa.

c. Customer agrees to meter all material extractions from the Conejo Creek with a metering device (which may be either a pump operating log or water flow meter) reasonably approved by Camrosa. Customer agrees to provide Camrosa access to the diversion site for purposes of meter reading and meter inspection. Customer agrees to permit Camrosa to test the metering device as needed and Customer further agrees to make repairs to the device required to maintain the manufacturer's specified accuracy.

d. Customer agrees to notice Camrosa within 30 days after start up of the location of any diversion point on customer's parcel. Customer further agrees to maintain a log of each diversion point specifying the time, place, estimated flow rate, duration, and total estimated quantity of all diversion operations. Customer agrees to provide Camrosa semi-annually with copies of these logs certified by the customer to be accurate by October 30 for the preceding period of April through September; and by April 30 for the preceding period of October through March.

6. Use of Water

a. Customers may use water for any beneficial purpose suitable for non-potable water and not in violation of Health and Safety Regulations imposed by the State or other regulatory agency.

b. Water delivered by Camrosa to customer shall not be sold, traded, bartered, or in any other manner transferred by the customer for use on any parcel or parcels not identified in Paragraph A(1) of this Agreement. Nothing herein shall be deemed or interpreted to prohibit or restrict customer from providing such water to tenants or other occupants of any parcel(s) identified in Paragraph A(1) of this Agreement or from transferring water to or from any such parcels.

7. Water Pressure

Both parties agree that the non-potable irrigation water meter services contained in Paragraph A(2) represent average static pressure supplied to the meter service. Camrosa does not guarantee that water will be delivered at any particular pressure at any particular time. Camrosa shall be held harmless from any damages resulting from customary pressure fluctuations, surges, or any other dynamic hydraulic characteristics generally found in water systems. Customer can anticipate that under normal conditions water will be available within the static pressure range specified in Paragraph A(2).

C. Considerations

1. Connection Charges

a. Camrosa agrees to require no connection charges or capital fees for the non-potable meter service(s) contained in Paragraph A(2). Customer agrees to bear the installation costs for any new service connections not existing at the time of this agreement and/or the cost of any changes to the size of any existing service facilities requested by customer.

b. Camrosa agrees to require no connection charges or capital fees for the relocation of the following existing potable services:

However, both parties agree that Customer shall bear the cost of relocation.

2. Commodity Charges

Both parties agree that commencing on January 1, 1994, the water rate for non-potable water service under the terms and conditions of this Agreement shall be \$165.53 per acre foot or \$ 0.38 per hundred cubic foot.

3. Minimum Charges

a. Both parties agree that commencing on the date on which a Notice of Completion is filed with the County of Ventura for the Conejo Creek Project, the Monthly Minimum Charge for maintaining service shall be 50 cents per eligible acre listed in Paragraph A(1) not to be less than \$25 per qualifying parcel listed in Paragraph A(1) and not to exceed \$150 per qualifying parcel and to be no greater than \$175 per group of parcels determined by Camrosa to be a single agricultural operation. Application of these charges, as they relate to a group or parcels being a single operation, shall be based upon Paragraph B(1) and, pursuant to said Paragraph B(1), shall be adjusted from time to time upon substantial changes in ownership or operation based upon the most current status of the relationship among the various qualifying parcels throughout the term of this Agreement.

b. Both parties agree that the Monthly Minimum Charge shall be levied each and every month for the term of this Agreement regardless of water use.

c. Both parties agree that Monthly Minimum Charges paid in any month shall be credited against commodity charges payable under Paragraph C(2) during such month.

4. Rate Adjustments

Both parties agree that each of the water rates and service charges contained in Paragraphs C(1) and C(2) shall be adjusted each year hereafter effective January 1 of each year, by the Implicit Price Deflator - State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce, Bureau of Economic Analysis (or, if such Index is no longer published or changes in method of calculation, such successor index that is calculated in a similar manner) for the preceding 12 month period of July through June.

5. Diversion of Conejo Creek Project Water

a. Customer agrees that any water diverted from the Conejo Creek or Calleguas Creek at a time when such amount of Non-Potable Irrigation Water is available from Camrosa's service hereunder, which is reasonably determined by Camrosa, based on the data collected, to be water entitled to the Conejo Creek Project, shall be considered water delivered by Camrosa. Customer shall pay Camrosa the water rate defined in Paragraph C(1) for each unit of water extracted from the creek to which customer was not entitled.

b. In the event customer disputes Camrosa's determination regarding charges referred to in the preceding paragraph, Customer may appeal to the Camrosa Board of Directors.

c. In the event Customer disputes the findings of the Camrosa Board of Directors, Customer may request a review by a qualified impartial engineer. The engineer shall be selected by Calleguas Municipal Water District and the determination of the engineer shall be final. In the event Camrosa's findings are upheld, customer shall bear the cost of the independent engineering service provided. In the event Camrosa's findings are not upheld, Camrosa shall pay all costs of such engineering services and customer's review.

6. Payment for Service

Customer agrees to pay Camrosa for all water delivered and to pay Camrosa the Monthly Minimum Charge in accordance with Camrosa's standard Rates & Regulations governing payment for services in effect at the time of delivery. In the event

Customer fails to pay any such amounts within not less than 60 days after notice to customer, Camrosa shall have the right to terminate this agreement, (in which case Customer acknowledges that thereafter Customer may not be able to obtain Non-Potable water service on terms as favorable to Customer as those set forth herein). Such termination right shall be Camrosa's sole remedy with respect to a failure to pay monthly minimum charges.

7. Incentive Rates

a. Camrosa shall retain the option to implement incentive rates to encourage the most beneficial use of water. Such rates may offer lower per unit prices during off-peak periods and higher per unit prices during peak periods (but in no event more than 125% of the applicable per unit). Camrosa agrees that the average price of water over a 24-hour, 7-day (Sunday through Saturday) period for constant flow rate of water shall not exceed the price defined in Paragraph C(1) as adjusted in Paragraph C(3).

D. Term

The term of this agreement shall commence upon execution by the Camrosa Board of Directors and shall continue, unless terminated by Customer by written notice to Camrosa for a period of 25 years after Notice of Completion is filed for the Conejo Creek Project and for any period(s) of extension of the Agreement between Camrosa and Calleguas described in Paragraph E(3) below or any successor or replacement Agreement.

E. Successors and Assigns

This Water Service Agreement shall be assignable, in whole or in part, by Customer to any tenant, occupant, or successor-in-interest to any of the property served by this Agreement as described in Section A(1) above. This Agreement shall be binding upon and inure to the benefit of successors and assigns.

F. Conditions to Obligations Contained Within Agreements

The duties and obligations of the parties hereto are conditioned upon the following:

1. The City of Thousand Oaks obtains an Appropriations Permit from the State of California pursuant to Application No. 29408 and any subsequent amendments thereto.

2. Thousand Oaks reaches an agreement with Calleguas for the sales of Conejo Creek water.

3. Camrosa reaches an agreement with Calleguas for the purchase of Conejo Creek water.
4. The Conejo Creek Project successfully satisfies the requirements of CEQA and any other State and local permitting authority.
5. The Conejo Creek Project Notice of Completion is filed with the County of Ventura prior to January 1, 1998.
6. For this Agreement to be binding, it must be signed and duly notarized by all parties on or before March 31, 1995.

CUSTOMER

Dated

State of California)
County of Ventura)

On _____ before me, _____
Date Name, Title of Officer
personally appeared _____

Name(s) of Signer(s)
_____ personally known to me OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Signature of Notary

CAMROSA WATER DISTRICT

Dated

Richard H. Hajas
General Manager

RECLAIMED
IRRIGATION WATER SERVICE AGREEMENT

EXHIBIT C

This Water Service Agreement is by and between Camrosa Water District, hereinafter known as "Camrosa" and _____, hereinafter known as "Customer".

A. Property Served and Location of Meter Services.

The parties hereto agree to the following:

1. Camrosa shall make available to Customer non-potable irrigation water service for beneficial use on the following parcel(s):

	Eligible Acres (*1)
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres
A.P.# _____	_____ Acres

2. Reclaimed irrigation water shall be made available to the above parcel(s) through meter service(s) of the following size(s) and location(s), and service pressure:

Meter Size	Location	Static Pressure Range	Pressure Zone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. Both parties agree that additional meter services may be established at future times by the Customer as the need arises. Customer shall bear the burden of such installations.

(*1) Parcel Maps are attached; eligible acres are highlighted if less than the entire parcel is eligible. The attachments are made a part of this Agreement.

B. Conditions of Service

1. Qualifying Parcels

The Customer's parcel(s) specified in Paragraph A(1) above shall qualify for reclaimed irrigation service Class I as defined by the Camrosa Board of Directors under the Rates

and Regulations in effect on the date of execution of this Agreement and meet one of the following requirements:

(1) The parcel(s) listed in Paragraph A(1) shall be a minimum of 10 acres.

OR

(2) the parcel(s) listed in Paragraph A(1) shall be contiguous with one or more parcels listed in Paragraph A(1) or reasonably considered part of the other parcel's agricultural operation as determined by Camrosa.

- b. Parcels listed in Paragraph A(1), shall be determined by Camrosa to be all part of a single agricultural operation as of the date of execution of this Agreement. This determination shall remain valid until such time as substantial changes occur to the operation or ownership of the property. Substantial changes may include but are not limited to title, ownership, or development unrelated to the agricultural operation.

2. Availability

a. Both parties acknowledge that although Camrosa shall maintain a firm entitlement to a Reclaimed water supply sufficient to meet the average annual demands of Customer, there may be shortages from time to time as a result of peak water demands or there may be reduced water supplies resulting from drought and other events beyond the control of Camrosa.

b. Both parties therefore agree that in order to make the most beneficial use of Camrosa's reclaimed water supply, Camrosa may require scheduled uses of water, limit maximum flow rates, and develop rate incentives to encourage off-peak water use.

c. Both parties further agree that Customer shall maintain first priority along with other reclaimed irrigation Class I customers with similar agreements for use of reclaimed water throughout the term of this Agreement.

3. Water Quality

a. Both parties acknowledge that the sources of water delivered to the Customer under this Agreement are Conejo Creek Project water and tertiary treated effluent water from the Camrosa Wastewater Treatment Plant.

b. Customer agrees to use water in accordance with Standards regulated by the Department of Health Services and the Regional Water Quality Control Board.

4. Use of Water

a. Customers may use water for any beneficial purpose suitable for reclaimed water and not in violation of Health and Safety Regulations imposed by the State or other regulatory agency.

b. Water delivered by Camrosa to customer shall not be sold, traded, bartered, or in any other manner transferred by the customer for use on any parcel or parcels not identified in Paragraph A(1) of this Agreement. Nothing herein shall be deemed or interpreted to prohibit or restrict customer from providing such water to tenants or other occupants of any parcel(s) identified in Paragraph A(1) of this Agreement or from transferring water to or from any such parcels.

5. Water Pressure

Both parties agree that the reclaimed irrigation water meter services contained in Paragraph A(2) represent average static pressure supplied to the meter service. Camrosa does not guarantee that water will be delivered at any particular pressure at any particular time. Camrosa shall be held harmless from any damages resulting from customary pressure fluctuations, surges, or any other dynamic hydraulic characteristics generally found in water systems. Customer can anticipate that under normal conditions water will be available within the static pressure range specified in Paragraph A(2).

C. Considerations

1. Connection Charges

a. Camrosa agrees to require no connection charges or capital fees for the reclaimed meter service(s) contained in Paragraph A(2). Customer agrees to bear the installation costs for any new service connections not existing at the time of this agreement and/or the cost of any changes to the size of any existing service facilities requested by customer.

2. Commodity Charges

Both parties agree that commencing on January 1, 1994, the water rate for non-potable water service under the

terms and conditions of this Agreement shall be \$78.40 per acre foot or \$ 0.18 per hundred cubic foot.

3. Minimum Charges

a. Both parties agree that commencing on the date on which a Notice of Completion is filed with the County of Ventura for the Conejo Creek Project, the Monthly Minimum Charge for maintaining service shall be 25 cents per acre used in agricultural operations not to be less than \$10 per qualifying Parcel listed in Paragraph A(1) and not to exceed \$75 per qualifying parcel and to be no greater than \$90 per group of parcels determined by Camrosa to be a single agricultural operation. Application of these charges as they relate to a group of parcels being a single operation shall be based upon Paragraph B and pursuant to Paragraph B(1) and shall be adjusted from time to time upon substantial changes in ownership or operation based upon the most current status of the relationship among the various qualifying parcels throughout the term of this Agreement.

b. Both parties agree that the Monthly Minimum Charge shall be levied each and every month for the term of this Agreement regardless of water use.

4. Rate Adjustments

Both parties agree that each of the water rates and service charges contained in Paragraphs C(1) and C(2) shall be adjusted each year hereafter effective January 1 of each year, by the Implicit Price Deflator - State and Local Government Purchases of Goods and Services as published by the U.S. Department of Commerce, Bureau of Economic Analysis (or, if such Index is no longer published or changes in method of calculation, such successor index that is calculated in a similar manner) for the preceding 12 month period of July through June.

5. Payment for Service

Customer agrees to pay Camrosa for all water delivered and to pay Camrosa the Monthly Minimum Charge in accordance with Camrosa's standard Rates & Regulations governing payment for services in effect at the time of delivery. In the event Customer fails to pay any such amounts within not less than 60 days after notice to customer, Camrosa shall have the right to terminate this agreement, (in which case Customer acknowledges that thereafter Customer may not be able to obtain Non-Potable water service on terms as favorable to Customer as those set forth herein). Such termination right shall be Camrosa's sole

remedy with respect to a failure to pay monthly minimum charges.

6. Incentive Rates

a. Camrosa shall retain the option to implement incentive rates to encourage the most beneficial use of water. Such rates may offer lower per unit prices during off-peak periods and higher per unit prices during peak periods (but in no event more than 125% of the applicable per unit price). Camrosa agrees that the average price of water over a 24-hour, 7-day (Sunday through Saturday) period for constant flow rate of water shall not exceed the price defined in Paragraph C(1) as adjusted in Paragraph C(3).

D. Term

1. The term of this agreement shall commence upon execution by the Camrosa Board of Directors and shall continue, unless terminated by Customer by written notice to Camrosa for a period of 25 years after Notice of Completion is filed for the Conejo Creek Project and for any period(s) of extension of the Agreement between Camrosa and Calleguas described in Paragraph E(3) below or any successor or replacement Agreement.

E. Successors and Assigns

This Water Service Agreement shall be assignable, in whole or in part, by customers to any tenant, occupant, or successor-in-interest to any of the property served by this Agreement as described in Section A(1). above. This Agreement shall be binding upon and inure to the benefit of successors and assigns.

F. Conditions to Obligations Contained Within Agreements

The duties and obligations of the parties hereto are conditioned upon the following:

1. The City of Thousand Oaks obtains an Appropriations Permit from the State of California pursuant to Application No. 29408 and any subsequent amendments thereto.

2. Thousand Oaks reaches an agreement with Calleguas for the sales of Conejo Creek water.

3. Camrosa reaches an agreement with Calleguas for the purchase of Conejo Creek water.

4. The Conejo Creek Project successfully satisfies the requirements of CEQA and any other State and local permitting authority.

5. The Conejo Creek Project Notice of Completion is filed with the County of Ventura prior to January 1, 1998.

6. For this Agreement to be binding, it must be signed and duly notarized by all parties on or before March 31, 1995.

CUSTOMER

Dated _____

State of California)
County of Ventura)

On _____ before me, _____
Date Name, Title of Officer
personally appeared _____

Name(s) of Signer(s)
_____ personally known to me OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal

Signature of Notary

CAMROSA WATER DISTRICT

Dated _____

Richard H. Hajas
General Manager



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. Cash Balances (July 2026)
- B. 2026 Board Calendar

FUNDS FY 26-27

UNRESTRICTED FUNDS	JUNE	JULY	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	Invested %	Notes
Investments													
LAIF	4,744,856.40	5,203,326.71										13%	1,2,11
PERSHING, LLC (T- Bills, Notes)	34,771,222.74	34,771,222.74										87%	
	39,516,079.14	39,974,549.45	-	-	-	-	-	-	-	-	-	100%	
Operating Accounts													
U.S BANK DEPOSIT ACCOUNT	333,698.86	203,387.06											4
U.S BANK DISBURSEMENTS ACCOUNT	1,143,099.65	350,501.89											
BANK OF AMERICA-RTL ACCOUNT	819,637.57	521,710.42											
	2,296,436.08	1,075,599.37	-	-	-	-	-	-	-	-	-		
TOTAL	\$ 41,812,515.22	\$ 41,050,148.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
RESTRICTED FUNDS													
PAYMENT FUND 2016	139,922.72	33,011.53											5,6,7,9
RESERVES 2016	720,328.31	691,555.27											7,8,9
SURPLUS FUND 2016	-	-											
PRINCIPAL FUND 2016	-	-											
TOTAL	\$ 860,251.03	\$ 724,566.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
GRAND TOTAL	\$ 42,672,766.25	\$ 41,774,715.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

U.S. Treasury Bills & Notes
Financial Institution

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 July 31st.	
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%	10,295,042.10	194,643.02	
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%	14,257,748.50	27,067.93	3,4
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%	9,777,754.00	173,164.40	
Pershing, LLC-Cash											-	
Total				\$ 34,320,000.00		\$ 34,666,700.84	\$ 104,521.90	\$ 34,771,222.74		\$ 34,330,544.60	\$ 394,875.35	10

Series 2016-Reserve Fund

Cusip Number	Financial Institution	Settlement Date	Yield to Worst	Maturity	Amount	Accrued Income
09248u445	Blackrock Liquidity Funds	10/19/2016	3.45%	N/A	691,555.27	2,090.54

ANTICIPATED OUTFLOWS

Water Purchases July 2026	956,269.37
Payroll PR 8-1, 8-2 & ME	500,000.00
AP Check Run 8/4 & 8/21	2,300,000.00
Large CIP Project Payments	-
	3,756,269.37

FINANCE MEETING

DATE 8/26/2026

Digitally signed by Norman Huff
Date: 2026.08.26 14:38:44 -07'00'

Norman Huff-General Manager
Kim Nakamura
Digitally signed by Kim Nakamura
Date: 2026.08.26 11:21:42 -07'00'
Kim Nakamura-Finance Manager

Brad Milner
Digitally signed by Brad Milner
Date: 2026.08.26 14:32:13 -07'00'
Brad Milner-Assistant General Manager
Sandra Llamas
Digitally signed by Sandra Llamas
Date: 2026.08.26 09:48:28 -07'00'
Sandra Llamas-Senior Accountant

MEETING NOTES:

- Interest for quarter ended June 30, 2026 in the amount of \$58,470.31, was deposited to LAIF on July 15th.
- There was a transfer to LAIF from Operations in the amount of \$400,000.00
- Treasury Notes maturing on 07/15/2027 paid interest in the amount of \$311,281.25 on July 15th.
- The interest installment above plus additional interest accumulated in the account in the amount of \$8.61 were transferred to Camrosa's deposit account. The total amount of the transfer was \$311,289.86.
- The payment fund received \$104.86 in interest in the month of July.
- Interest installment in the amount of \$137,815.63 was due to bondholders on 07/15/2026. The full amount was transferred out of the payment fund to pay for interest due.
- The reserve fund received \$2,026.54 in interest earnings in the month of July. The full amount was transferred to the payment fund.
- The reserve fund required amount is evaluated by our trustee every year. Camrosa keeps 125% of the average outstanding debt in this fund.
- As of the beginning of FY2026-27, 125% of the average outstanding debt was \$691,555.27. Excess funds in the amount of \$28,773.04 were transferred to the payment fund to be used as a credit towards future debt payments.
- Treasury notes pay interest semi-annually. Accrued interest as of July 31st. is \$394,875.35.
- LAIF's average monthly rate of return for the period was 3.840%

2026 Camrosa Board Calendar

JANUARY							FEBRUARY							MARCH							2026 Holidays
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	January 1 st - New Year's Day
				1	2	3	1	2	3	4	5	6	7	1	2	3	4	5	6	7	February 16 th - President's Day
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14	May 25 th - Memorial Day
11	12	13	14	15	16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21	July 3 rd - Independence Day (Observed)
18	19	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28	September 7 th - Labor Day
25	26	27	28	29	30	31								29	30	31					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							MAY							JUNE							2026 Conferences
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	CASA Winter Conf. (Indian Wells) Jan 13 th - 16 th
			1	2	3	4						1	2		1	2	3	4	5	6	ACWA Spring Conf. (Sacramento) May 5 th - 7 th
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	CASA Annual Conf. (Napa) Aug 4 th - Aug 7 th
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	ACWA Fall Conf. (Anaheim) Dec 1 st - 3 rd
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					
							31														
JULY							AUGUST							SEPTEMBER							2026 AWA Meetings
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	AWA Board Meetings (Highlighted in Orange)
			1	2	3	4							1			1	2	3	4	5	WaterWise Breakfast (Highlighted in Yellow)
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	April 16 th - Annual Symposium
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	August - DARK (No events or meetings)
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	September 17 th - Reagan Library Reception
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				December 10 th - Holiday Mixer
							30	31													
OCTOBER							NOVEMBER							DECEMBER							2026 VCSDA Meetings
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	February 3 rd - Annual Dinner
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5	April 7 th
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	June 2 nd
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	August 4 th
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	October 6 th
25	26	27	28	29	30	31	29	30						27	28	29	30	31			December 2 nd