



AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS OF CARPINTERIA VALLEY WATER DISTRICT

CARPINTERIA CITY HALL
5775 CARPINTERIA AVENUE
CARPINTERIA, CA 93013

Wednesday, June 12, 2024 at 5:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/85456606141?pwd=urdOutifDynRrsiaRguu13wuj2tDai.1>

Meeting ID: 854 5660 6141

Passcode: 699266

or

Dial by Phone: 1-669-444-9171

If interested in participating in a matter before the Board, you are strongly encouraged to provide the Board with a public comment in one of the following ways:

1. **Online:** Comments may be submitted online through the “eComments” function located in the **Upcoming Events** section on our website: <https://cvwd.net/about/our-board/meetings/> **by 5:00 p.m. on the day of the meeting.**

2. **Submitting a Written Comment.** If you wish to submit a written comment, please email your comment to the Board Secretary at Public_Comment@cvwd.net by **5:00 P.M. on the day of the meeting.** Please limit your comments to 250 words. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.

3. If you wish to make either a general public comment or to comment on a specific agenda item in person, please: attend the Board Meeting at the location noted above and fill out a speaker slip prior to the hearing the item.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE: President Van Wingerden

II. ROLL CALL: Board Secretary, Lisa Silva

III. PUBLIC FORUM (Any person may address the Board of Directors on any matter within its jurisdiction which is not on the agenda)

1301 Santa Ynez Avenue
Carpinteria, CA 93013
(805) 684-2816

**Indicates attachment of document to agenda packet.

BOARD OF DIRECTORS

Case Van Wingerden
President
Shirley L. Johnson
Vice President

Casey Balch
Polly Holcombe
Matthew Roberts

GENERAL MANAGER

Robert McDonald, P.E. MPA

IV. CONSENT AGENDA

- A. **Minutes of the Regular Board meeting held on May 22, 2024**

V. UNFINISHED BUSINESS – None

VI. NEW BUSINESS –

- A. **Consider Resolution No. 1157 Adopting and Establishing a Methodology for Calculation of the Capital Cost Recovery Fee (for action, General Manager McDonald)**
- B. **Consider Adoption of Resolution No. 1158 Approving the Amended FY 24/25 Operating and Capital Budget (for action, General Manager McDonald)**
- C. **Consider Adoption of Revised Rules & Regulations (for action, General Manager McDonald)**
- D. **Consider Adoption of Updated Procurement Policy (for action, General Manager McDonald)**
- E. **Consider Award of On-Call Construction Bids from Elite General Engineering Inc, BSN Construction Inc and Toro Enterprises Inc for FY 2025 Emergency Work (for action, General Manager McDonald)**
- F. **Consider Award of Contract to Tierra Contractors to Complete a Pipeline Relocation and Associated Work on Santa Claus Lane in an Amount not to Exceed \$161,675 (for action, General Manager McDonald)**

VII. DIRECTOR REPORTS –

- A. **COMB Fisheries Committee Meeting – June 6, 2024 – Director Holcombe**

VIII. GENERAL MANAGER REPORTS (for information) – none

IX. CONSIDER DATES AND ITEMS FOR AGENDA FOR:

**CARPINTERIA VALLEY WATER DISTRICT BOARD MEETING OF
JULY 10, 2024, AT 5:30 P.M., CARPINTERIA CITY HALL, 5775
CARPINTERIA AVENUE, CARPINTERIA, CALIFORNIA.**

X. ADJOURNMENT.

Note: The above Agenda was posted at Carpinteria Valley Water District Administrative Office in view of the public no later than 5:30 p.m., June 9, 2024. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied benefits of, the District's programs, services, or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at (805) 684-2816. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements. Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Carpinteria Valley Water district offices located at 1301 Santa Ynez Avenue, Carpinteria during normal business hours, from 8 am to 5 pm.

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Carpinteria, CA 93013
(805) 684-2816

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	MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS	
	CARPINTERIA VALLEY WATER DISTRICT	
	May 22, 2024	
	President Van Wingerden called the regular meeting of the Carpinteria Valley Water District Board of Directors held in the Carpinteria City Hall Chamber to order at 5:30 p.m., Wednesday, May 22, 2024, and led the Board in the Pledge of Allegiance.	
ROLL CALL	Directors Present; Holcombe, Roberts, Balch, Johnson and Van Wingerden	
	Others Present: Bob McDonald	
	Junajoy Frianeza Norma Rosales Lisa Silva Danielle Rose	David O'Rourke Maso Motlow Scott Van Der Kar Alan Soicher
PUBLIC FORUM	No one from the public addressed the Board.	
CONSENT AGENDA	Following discussion, Director Balch moved, and Director Johnson seconded the motion to approve the consent agenda. The motion carried by a 4-1 vote with Director Holcombe abstaining. The motion was approved by roll call as follows: Ayes: Johnson, Balch, Roberts and Van Wingerden Nays : none Abstain: Holcombe Absent: none	
CLOSED SESSION	President Van Wingerden adjourned the meeting at 5:32 p.m. to convene the Board into closed session for the following matters: VI. [CLOSED SESSION] CONFERENCE WITH LABOR NEGOTIATOR PURSUANT TO GOV CODE SECTION 54957.6. DISTRICT NEGOTIATOR: JEFFERY DINKIN EMPLOYEE ORGANIZATION: SEIU LOCAL 620 VII. REMOVED FROM AGENDA	

BOARD RECONVENED IN OPEN SESSION	<p>At 5:43 p.m., President Van Wingerden reconvened the Board meeting with the following reportable actions:</p> <p style="text-align: center;">VI. No reportable Action</p>
ADJOURN	<p>President Van Wingerden opened the regular Carpinteria Groundwater Sustainability Agency meeting at 5:44 p.m.</p>
RECONVENED TO REGULAR BOARD MEETING	<p>President Van Wingerden reconvened the Board meeting at 6:54 p.m.</p>
RULES AND REGULATIONS UPDATE	<p>General Manager McDonald presented to consider the Revised Rules and Regulations. Presented by Maso Motlow.</p> <p>For Information.</p>
ENGAGEMENT OF M.CUBED	<p>General Manager McDonald presented to consider Engaging M.Cubed to update Economic Analysis for CAPP in an amount not to exceed \$15,200.</p> <p>Following discussion, Director Holcombe moved, and Director Roberts seconded the motion to approve Engaging M.Cubed in an amount not to exceed \$15,200. The motion carried by a 4-1 vote with Director Balch opposing. The motion was approved by roll call as follows;</p> <p>Ayes: Johnson, Holcombe, Roberts and Van Wingerden Nays : Balch Absent: none</p>
ENGAGEMENT OF WOODARD & CURRAN	<p>General Manager McDonald presented to consider Engaging Woodard & Curran to assist District with Preparation of the USBR Water Management Plan 5 Year update in an amount not to exceed \$18,050.</p> <p>Following discussion, Director Holcombe moved, and Director Balch seconded the motion to approve Engaging Woodard & Curran in an amount not to exceed \$18,050. The motion carried by a 5-0 vote. The motion was approved by roll call as follows;</p> <p>Ayes: Johnson, Holcombe, Balch, Roberts and Van Wingerden Nays : none Absent: none</p>
SANTA CLAUS LANE BID	<p>General Manager McDonald presented to consider bid for Santa Claus Lane Pipeline Relocation.</p>

	<p>Staff recommends to reject all bids and revise plans to reduce scope in an attempt to lower the cost.</p> <p>Following discussion, Director Roberts moved, and Director Holcombe seconded the motion to reject all bids. The motion carried by a 5-0 vote. The motion was approved by roll call as follows;</p> <p>Ayes: Johnson, Holcombe, Balch, Roberts and Van Wingerden Nays : none Absent: none</p>
FY 25 REVISED BUDGET	<p>Assistant General Manager Rosales presented to consider the Proposed Revised Budget for FY 2025.</p> <p>For Information.</p>
CENTRAL COAST WATER AUTHORITY BOARD MEETING	<p>Director Johnson gave a verbal report on the CCWA Board meeting that was held on April 25, 2024.</p>
CACHUMA OPERATIONS & MAINTENANCE BOARD REGULAR MEETING	<p>Director Holcombe gave a verbal report on the COMB Regular Board meeting that was held on April 22, 2024.</p>
CACHUMA OPERATIONS & MAINTENANCE BOARD ADMINISTRATIVE COMMITTEE MEETING	<p>Director Holcombe gave a verbal report on the COMB Administrative Committee meeting that was held on April 25, 2024.</p>
CACHUMA OPERATIONS & MAINTENANCE BOARD REGULAR MEETING	<p>Director Holcombe gave a verbal report on the COMB Regular Board meeting that was held on May 20, 2024.</p>
NEXT BOARD MEETING	<p>The next Regular Board meeting is scheduled to be held on June 12, 2024, at 5:30 p.m., Carpinteria City Hall, 5775 Carpinteria Avenue, Carpinteria California.</p>
ADJOURNMENT	<p>President Van Wingerden adjourned the meeting at 7:58 p.m.</p>
	<p>Lisa Silva, Board Secretary</p>

Appendix D

RESOLUTION NUMBER 1157

**RESOLUTION OF THE BOARD OF DIRECTORS OF
CARPINTERIA VALLEY WATER DISTRICT ADOPTING
AND ESTABLISHING A METHODOLOGY
FOR CALCULATION OF THE CAPITAL COST RECOVERY FEE**

WHEREAS, District Ordinance No. 92-1 establishes and requires payment of the Capital Cost Recovery Fee for all new and expanded service connections to the District's system; and

WHEREAS, the purpose of this fee is to reimburse the District for capital cost for facilities in existence at the time the charge is imposed and to finance facilities to be constructed in the future within the District's existing service area which are of proportional benefit to the persons or property being charged; and

WHEREAS, Ordinance No. 92-1 provides that the amount or rate of such Capital Cost Recovery Fee shall be set by the Board by resolution; and

WHEREAS, the District is following the American Water Works Association (AWWA) M1 manual and industry best practices for determining System Development Charges which include Capital Cost Recovery Fees (CCRF). Documentation of the CCRF methodology is contained in "Methods for calculating asset-based CCRF" document dated November 8th, 2023.

WHEREAS, the Board finds that the Capital Cost Recovery Fee shall be used to reimburse the District for construction of the public facilities and improvements as well as the principal and interest debt service cost borne by the District to pay for the District's share of the construction of the Coastal branch of the State Water Project; and

WHEREAS, the fees expected to be generated by the Capital Cost Recovery Fee will not exceed the cost of providing such facilities, which include the District's past cost to purchase and construct facilities, and do not exceed the proportional benefit derived by the persons or property upon which the Capital Cost Recovery Fee is imposed; and

WHEREAS, the Board approves the CCRF methodology and finds the fees reasonable.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carpinteria Valley Water District as follows:

1. The following components shall be included in the calculation of the Annual Capital Cost Recovery Fee schedule:

- a. **Total system value** based on value of the District’s physical assets, the District’s cash reserves, and the District’s intangible asset payments to-date.
- (i) The District implements the AWWA’s replacement cost new less depreciation (RCNLD) method to determine asset value. This method first calculates the replacement cost for all District assets then, sums all replacement costs to determine the total system asset value.

Asset value=(original cost ×escalation factor) ×% depreciated

 - (1) Original cost: The original cost and depreciated cost for each asset comes from the Incode Asset Listing Report.
 - (2) Escalation factor: The escalation factor adjust the original cost to today’s dollars. The District uses the Engineering New-Record City Cost Index (ENR-CCI) for Los Angeles. The escalation factor is expressed as a ratio of the ENR-CII for the current year over the ENR-CII for the construction year.
 - (3) % depreciated: The % depreciated indicates the portion of the asset’s useful life that is depreciated. The Incode Asset Listing Report includes the original cost and the depreciated cost of each asset. The depreciated cost over the original cost is the % to which the asset is depreciated.
 - (ii) The District’s cash reserves are listed on the District’s audited financial statements.
 - (iii) Intangible assets payments represent payments not linked directly to infrastructure purchased by the District. The District’s intangible assets generally fall into four categories: capacity rights for Cater Water Treatment Plant, capacity rights for Sandyland well, payments to the Bureau of Reclamation, payments to Cachuma Operation and Maintenance Board for capital costs, and debt payments for the State Water Project. The District’s account will provide annual numbers on total intangible asset payments to-date.
- b. The District determines **system capacity** using the AWWA’s meter equivalency factors. System capacity is expressed as total meter equivalents. Meter equivalents allow the District to normalize meter capacity across meter sizes. For fire meters, the Capital Cost Recovery Fee Equivalency Value is based on pipe diameter. The smallest fire service line (2”) is equated to the 5’8” water meter.

Water Service		Fire Service	
Meter Size	Meter Equivalency	Meter Size	Meter Equivalency
5/8"	1.0	2"	1.00
3/4"	1.5	3"	2.25
1"	2.5	4"	4.00
1-1/2"	5.0	6"	9.00
2"	8.0	8"	16.00
3"	18.0	10"	25.00
4"	30.0		
6"	50.0		

- (i) The District can determine the total number of each meter size from its billing system (Incode). To determine total meter equivalents, the District multiplies the meter equivalency value by the number of meters for each meter size.

$$\text{Meter equivalents} = \text{AWWA meter equivalency value} \times \text{number of meters}$$

- c. The **per-unit buy-in fee** is determined by dividing the total system value by the total number of meter equivalents. The per-unit buy-in fee is then scaled to each meter size using the meter equivalency values to determine the Capital Cost Recovery Fee charge by meter size.

$$\text{Per unit buy – in fee} = \text{System value} \div \text{total meter equivalents}$$

2. The Capital Cost Recovery Fee shall be evaluated at the beginning of the fiscal year to adjust the per-unit buy-in fee to reflect current system value and current meter equivalents.
3. The following Capital Cost Recovery Fees are effective **June 12th 2024**.

Water Service

Meter Size	Meter Equivalency	Per-unit CCRF			Asset-based CCRF
Per-unit	1.0	×	\$11,466	=	\$11,466
3/4"	1.5	×	\$11,466	=	\$17,199
1"	2.5	×	\$11,466	=	\$28,665
1-1/2"	5.0	×	\$11,466	=	\$57,329
2"	8.0	×	\$11,466	=	\$91,727
3"	18.0	×	\$11,466	=	\$206,385
4"	30.0	×	\$11,466	=	\$343,975
6"	50.0	×	\$11,466	=	\$573,292

Fire Service

Meter Size	Meter Equivalency	Per-unit CCRF			Asset-based CCRF
2"	1.00	×	\$11,466	=	\$11,466
3"	2.25	×	\$11,466	=	\$25,798
4"	4.00	×	\$11,466	=	\$45,863
6"	9.00	×	\$11,466	=	\$103,193
8"	16.00	×	\$11,466	=	\$183,454
10"	25.00	×	\$11,466	=	\$286,646

a. New regular water service connections

New water service connections shall pay the Capital Cost Recovery Fee based on the number and size of meters to be installed, as indicated in the table above, except as noted below.

- (i) Exception: residential developments that meet the requirements for master meters shall pay the “per-unit” CCRF charge for each dwelling unit behind the master meter. Other individually metered residential units within the development will be charged the CCRF by meter size and quantity.
- (ii) Exception: In the event that a new service is expected to serve multiple hotel rooms, the CCRF shall reflect the accumulated hotel room service charges imposed beginning July 1, 2000 (Resolution number 736) for the CIP Fees and July 1, 2004 for the Dwelling Equivalency Fees (Resolution 806 - superseded by Resolution 847, June 20, 2007) for each hotel room and the associated Capital Cost Recovery Meter Equivalency Fees for the new meter.
- (iii) Exception: Capital Cost Recovery Fees shall not be levied upon any Master Meter Residential accounts with between 2 and 5 residential units that undergo redevelopment to improve or upgrade existing residential units but do not increase the number of residential units serviced. In such a circumstance, the owner or redeveloper of the property must pay the cost of installing new meters for each residential unit but will not be required to pay Capital Cost Recovery Fees unless a larger meter is to be installed on-site.

b. Increases in Size of Meter or Size of Service

Account holders wishing to install a meter that is larger in size than the current meter shall pay the difference in accumulated Capital Cost Recovery Fees between the existing meter and the new meter, as provided under the District's standard provisions for determinations of required meter size.

For example, a property is currently served by a 3/4" meter, and an account holder requires an increased meter size to 1".

CCRF for 1" meter	\$28,665
Credit for past charges for 3/4" meter	\$17,199
Difference	\$11,466

- (i) Exception: Increased meter sizes for accounts with multiple dwelling units or hotel rooms will require review by the District. In such a case, the District shall respond to the request for a larger meter within 30 calendar days.
- (ii) Exception: Exceptions may be identified and, pending approval by the District Board, incorporated into this Resolution without modification to the basic methodology described in this Resolution.

c. Decreases in Meter Size Service or Termination of Water Service - No Parcel or Property Subdivision

- (i) In the event that an account holder applies for additional District meters to serve a change in existing land use or property use in the absence of a property or parcel split, the District shall apply a credit for the existing meter to any new Capital Cost Recovery Fees imposed by the District for the new meters only.

For example, an account holder with a 2" meter wishes to construct a project with 12 dwelling-units and twelve 3/4" meters and one 1" meter.

CCRF for 1" meter				\$28,665
CCRF for twelve 3/4" meters	12	x	\$17,199	\$206,385
Total new CCRF charges				\$235,050
Credit for past charges for 2" meter				\$91,727
Difference				\$143,323

No refund will be extended should the Capital Cost Recovery Fees for the new meters be less than the contributions made by the existing meter.

- (ii) There may be instances when an account holder desires to decrease the size of a meter in the absence of a property or parcel split. In such an event, the District will not refund a customer or account the difference in accumulated Capital Cost Recovery Fees between the original meter and the newly installed smaller meter.

For example, an account holder wishes to replace an existing 3" meter with a 2" meter. Although the accumulated Capital Cost Recovery Fees for a 2" meter is less than the fees for a 3" meter, the District will not refund the difference of the accumulated Capital Cost Recovery Fees. The presumption by the District is that the land use or function of the property has changed and previous uses were accurately met by the original 3" meter.

CCRF for 2" meter				\$91,727
Credit for past charges for 3" meter				\$206,385
Difference				\$114,658
Refund				\$0

- (iii) There may be instances when an account holder desires to remove an existing meter from a parcel or property (termination of service) in the absence of a property or parcel split. In such an event, the District will not refund or credit an account the Capital Cost Recovery Fees imposed upon the account holder. However, the District retains the right to evaluate the contributions made by an account holder if a request by the account holder is made in writing to the Board to re-evaluate past Capital Cost Recovery Fees in the event that a meter

is re-installed on the property or parcel. Such a request shall include information deemed necessary by the General Manager and/or District Engineer.

For example, an account holder desires to have a 2" meter removed in June 2009, but later requests to have the meter re-installed. In such a case, the District may factor in the previous payments or contributions made by the account holder in order to reduce the Capital Cost Recovery Fees for said account.

(1) Exception: Any meter removed prior to July 1, 1997 shall not be eligible for the review discussed above. In such a case the full Capital Cost Recovery Fee shall be imposed on the account for the installation of a new meter.

- d. Decreases in Meter Size Service or Termination of Water Service in Connection with Parcel or Property Subdivision
- (i) In the event that a parcel or property is subdivided, the accumulated Capital Cost Recovery Fees shall be assigned to the original property owners.
 - (ii) A request for meter removal (termination of service) from a subdivided parcel owner shall not result in a credit or refund of accumulated Capital Cost Recovery Fees or debt payments.
 - (iii) Notwithstanding the above sections, upon the request of a parcel owner, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Costs Recovery Fees should a new meter or meters be installed at a later time. Such a request shall be made by the parcel owner in writing for review and approval by the District Board.
- e. Decreases in Meter Size Service or Termination of Water Service for Master Meter Residential and Hospitality accounts
- (i) In the event that a master meter residential account or hospitality account applies to replace an existing meter with additional meters due to changes in existing land use or property use in the absence of a property or parcel split, the District shall apply a credit for said existing meter to any new Capital Cost Recovery Fees imposed by the District for the new meters.
 - (ii) A request for meter removal from a subdivided parcel shall not result in a refund of accumulated Capital Cost Recovery Fees or debt payments if no new meters are installed on the property.
 - (iii) Notwithstanding the sections above, upon the request of a parcel owner, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Cost Recovery Fees should a new meter or meters be installed at a later time. Such a request shall be made by the property owner in writing for review and approval by the District Board.

- f. Fire Meter Service for Fire Sprinklers

Separate water service connections for fire sprinklers are required for certain structures and uses within the District. These meters are sized based on the need for maximum short duration flow capacities.
 - g. Changes in Fire Meter Service
 - (i) The District does not require or size fire services and shall not assume any responsibility associated with inappropriately sized service. As such any variation in fire service size is assumed to have been deemed appropriate by the property owner and an outside regulatory agency.
 - (ii) In the event that a larger fire service is to be installed, credit for any existing fire service that is removed will be granted to an account holder using the same methodology described in the sections above.
 - (iii) No refund will be provided to account holders requesting removal of an existing fire service.
 - h. Other Changes to Meter or Services
 - (i) There may be circumstances of meter or fire service changes, or termination of service not specifically addressed in the sections above. In such cases, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Costs Recovery Fees. Such a request shall be made by the property owner in writing for review and approval by the District Board.
4. The imposition of the Capital Cost Recovery Fee shall not be counter to the legislative requirements of 2016 Assembly Bill 1069. This fee structure may change upon review and adoption of land use zoning rules developed by the City of Carpinteria and County of Santa Barbara.
 5. The imposition of the Capital Cost Recovery Fee shall not preclude other fees and charges to be imposed on District account holders.
 - a. Connection Fees for installing new services and meters or associated with changes to existing meter or service will continue to be charged in addition to the Capital Cost Recovery Fee, based on actual costs plus overhead and equipment charges as approved by the District. The District will continue to require a deposit to cover the estimated District costs related to such service installation.
 6. The Capital Cost Recovery Fee is effective upon adoption and shall continue until changed by action of the District Board.
 7. Any judicial action of proceeding to attach, review, set aside, void or annul this Resolution shall be commenced within 120 days of adoption.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Valley Water District on the 12th day of June, 2024 by the following vote:

AYES:

NAYES:

ABSENT:

ABSTAIN:

PASSED AND ADOPTED THIS 12th day of June, 2024

APPROVED:

Case Van Wingerden, President

ATTEST:

Lisa Silva, Board Secretary

Carpinteria Valley Water District



OPERATING AND CAPITAL BUDGETS FOR FISCAL YEAR 2024-25 PROPOSED

Adopted by the Board of Directors of the
Carpinteria Valley Water District
at a Regular Board Meeting held on
June 12, 2024, by Resolution No. 1158.

Lisa Silva, Board Secretary

CARPINTERIA VALLEY WATER DISTRICT
FY 2024-2025
OPERATING BUDGET SUMMARY - PROPOSED

	2023/24 Amended Adopted 09/13/2023 3,678 AF	2023/24 Mid Year Review 3,370 AF	2024/25 Adopted 09/13/2023 4,154 AF	2024/25 Proposed 06/12/24 3,500 AF
REVENUE				
Municipal and Industrial Water Sales	3,284,966	2,993,368	4,314,816	3,675,118
Agricultural Water Sales	1,850,997	1,643,431	2,219,887	1,873,244
Water Service Charges	9,053,838	9,035,676	10,455,973	10,455,973
Fire Protection and Service Revenue	197,770	209,857	189,820	189,820
Drought Surcharge	780,292	580,345	-	-
Interest Revenue	120,000	210,416	120,000	120,000
Other Income	324,415	276,380	288,434	288,434
Overhead Charges	50,000	3,106	50,000	50,000
TOTAL REVENUES	15,662,278	14,952,579	17,638,931	16,652,589
EXPENSES				
Personnel	3,658,463	3,337,217	3,925,802	3,961,470
General & Administrative	482,250	501,060	504,557	470,669
Utilities	382,686	379,816	400,742	413,854
Professional Services	304,397	245,101	371,165	375,344
Operations Expense	964,371	901,135	1,043,992	1,040,482
State Water Power & Chem	94,586	109,866	184,995	167,853
Water Treatment & Testing	2,050,174	1,437,435	1,965,500	1,464,793
Joint Powers Authority Expense	637,250	639,941	782,330	959,566
Water Conservation	51,103	25,558	52,171	53,100
Other Expense	863,484	837,239	899,842	899,842
TOTAL EXPENSES	9,488,764	8,414,368	10,131,097	9,806,973
Drought Expenses (Savings)	(98,213)	-	-	-
NET REVENUE				
	6,271,727	6,538,211	7,507,834	6,845,616
DEBT SERVICE	4,980,676	4,805,866	5,185,735	5,185,735
BALANCE OF REVENUE	1,291,051	1,732,345	2,322,099	1,659,881
LESS CAPITAL EXPENDITURES	920,400	920,400	1,040,000	1,184,000
CAPITAL COST RECOVERY REVENUE	150,000	80,000	150,000	150,000
Debt Pay Down Fund	520,651	891,945	1,432,099	625,881
\$ CHANGE		<i>VS FY24 ADOPTED</i> 371,294	<i>VS FY24 ADOPTED</i> 911,448	<i>VS FY25 ADOPTED</i> (806,218)
% CHANGE		71.3%	175.1%	-56.3%

**CARPINTERIA VALLEY WATER DISTRICT
FY 2024-2025 OPERATING BUDGET
PROPOSED**

2023/24 Adopted 09/13/2023 3,678 AF	2023/24 Mid Year Review 3,370 AF	2024/25 Adopted 09/13/2023 4,154 AF	2024/25 Proposed 06/12/24 3,500 AF
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REVENUE

Water Sales Revenue

01-4000 Residential	2,516,493	2,264,877	3,377,370	2,838,592
01-4001 Commercial	478,138	424,596	610,736	578,268
01-4002 Industrial	107,496	110,920	132,352	133,017
01-4003 Public Authority	221,839	221,768	233,358	164,241
01-4004 Agricultural	1,850,997	1,643,431	2,219,887	1,873,244
01-4010 Ag Residential Equivalency Charge (REQ)	101,516	92,015	116,112	116,112
01-4005 Monthly Service Charge-Basic	710,004	689,740	771,736	771,736
01-4006 Monthly Service Charge-SWP	3,091,715	3,013,122	3,434,522	3,434,522
01-4007 Monthly Service Charge-CIP	4,229,129	4,357,956	5,132,658	5,132,658
01-4011 Drought Surcharge - Meter	497,171	362,337	-	-
01-4012 Drought Surcharge - Volume	283,121	218,008	-	-
01-4013 AG Fixed O&M	921,474	882,843	1,000,945	1,000,945
01-4200 Fire Protection	197,770	209,857	189,820	189,820
01-4009 Lifeline Program Credits	(39,000)	(28,793)	(39,000)	(39,000)
01-4300 Misc Service Revenue	85,000	99,166	85,000	85,000
Total Water Sales Revenue	15,252,863	14,561,842	17,265,497	16,279,155

	VS FY24 ADOPTED	VS FY24 ADOPTED	VS FY25 ADOPTED
\$ Change	(691,021)	2,012,634	(986,342)
% Change	-5%	13%	-6%

Other Revenue

01-4100 Capital Cost Recovery	150,000	80,000	150,000	150,000
01-4310 Other Revenue	139,415	77,215	103,434	103,434
01-4314 GSA Personnel Costs Reimbursement	100,000	100,000	100,000	100,000
01-4450 Overhead Control **	50,000	3,106	50,000	50,000
01-4500 Interest	120,000	210,416	120,000	120,000
Total Other Revenue	559,415	470,737	523,434	523,434

Total Rate-Based Revenue

15,812,278	15,032,579	17,788,931	16,802,589
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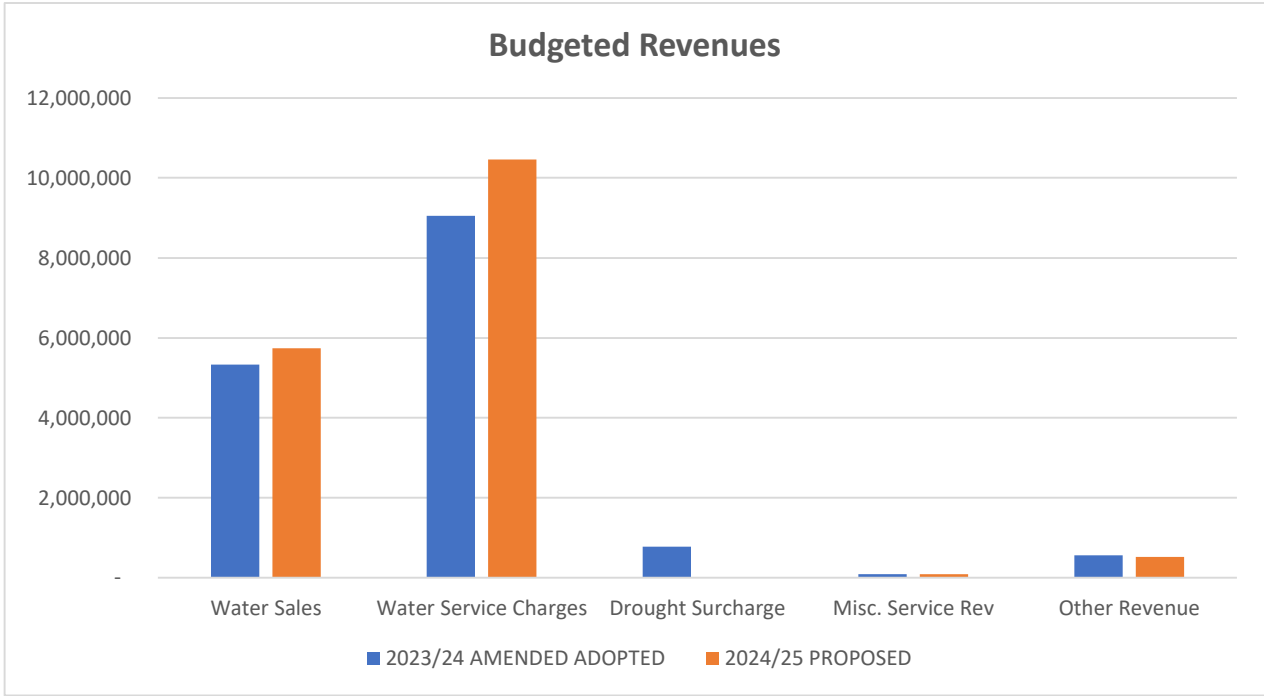
	VS FY24 ADOPTED	VS FY24 ADOPTED	VS FY25 ADOPTED
\$ Change	(779,699)	1,976,653	(986,342)
% Change	-5%	13%	-6%

Non-Operating Revenue***

01-4340 Asset Disposal	-	-	-	-
01-4312 Grant Revenue	-	-	-	-
01-4313 Other Income	-	-	-	-
01-4501 Interest-COP Funds Restricted	-	-	-	-
01-4610 Contributed Capital	5,100	-	-	-
Total Non-Operating Revenue	5,100	-	-	-

**Related to customer work orders

***Revenue not included in considering rate increases



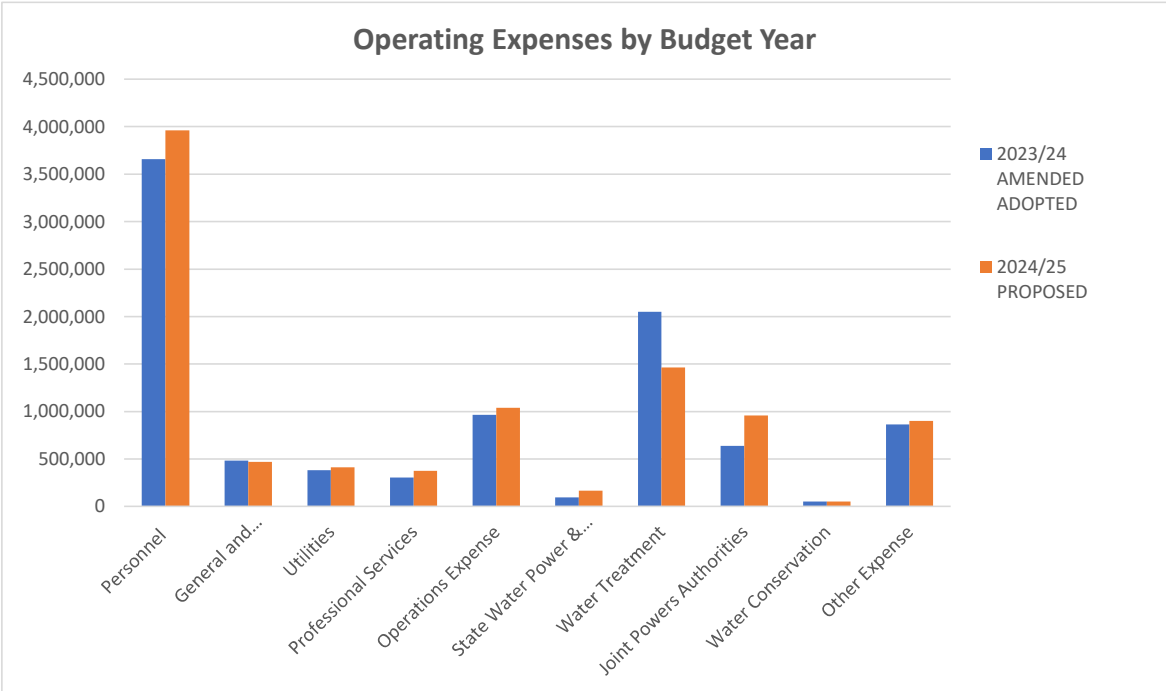
CARPINTERIA VALLEY WATER DISTRICT FY 2024-2025 OPERATING BUDGET PROPOSED	2023/24 Adopted 09/13/2023 3,678 AF	% of Total	2023/24 Mid Year Review 3,370 AF	% of Total	2024/25 Adopted 09/13/2023 4,154 AF	% of Total	2024/25 Proposed 06/12/24 3,500 AF	% of Total
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OPERATING EXPENSES

Personnel	3,658,463	38.6%	3,337,217	39.7%	3,925,802	38.8%	3,961,470	40.4%
\$ Change			-321,246		267,339		35,668	
% Change			-8.8%		17.6%		0.9%	
General and Administrative	482,250	5.1%	501,060	6.0%	504,557	5.0%	470,669	4.8%
\$ Change			18,810		22,307		-33,888	
% Change			3.9%		0.7%		-6.7%	
Utilities	382,686	4.0%	379,816	4.5%	400,742	4.0%	413,854	4.2%
\$ Change			-2,870		18,056		13,112	
% Change			-0.7%		5.5%		3.3%	
Professional Services	304,397	3.2%	245,101	2.9%	371,165	3.7%	375,344	3.8%
\$ Change			-59,296		66,768		4,179	
% Change			-19.5%		51.4%		1.1%	
Operations Expense	964,371	10.2%	901,135	10.7%	1,043,992	10.3%	1,040,482	10.6%
\$ Change			-63,236		79,621		-3,509	
% Change			-6.6%		15.9%		-0.3%	
State Water Power & Chem	94,586	1.0%	109,866	1.3%	184,995	1.8%	167,853	1.7%
\$ Change			15,280		90,409		-17,142	
% Change			16.2%		68.4%		-9.3%	
Water Treatment	2,050,174	21.6%	1,437,435	17.1%	1,965,500	19.4%	1,464,793	14.9%
\$ Change			-612,739		-84,674		-500,707	
% Change			-29.9%		36.7%		-25.5%	
Joint Powers Authorities	637,250	6.7%	639,941	7.6%	782,330	7.7%	959,566	9.8%
\$ Change			2,691		145,080		177,236	
% Change			0.4%		22.3%		22.7%	
Water Conservation	51,103	0.5%	25,558	0.3%	52,171	0.5%	53,100	0.5%
\$ Change			-25,545		1,068		929	
% Change			-50.0%		104.1%		1.8%	
Other Expense	863,484	9.1%	837,239	10.0%	899,842	8.9%	899,842	9.2%
\$ Change			-26,246		36,358		0	
% Change			-3.0%		7.5%		0.0%	

TOTAL OPERATING EXPENSES	9,488,764	100%	8,414,368	100%	10,131,097	100%	9,806,973	100%
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	VS FY24 ADOPTED	VS FY24 ADOPTED	VS FY25 ADOPTED
\$ Change	-1,074,396	642,333	-324,124
% Change	-11.3%	6.8%	-3.2%



**CARPINTERIA VALLEY WATER DISTRICT
FY 2024-2025 OPERATING BUDGET
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**2024/25
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4,154 AF**

**2024/25
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06/12/24
3,500 AF**

PERSONNEL

Labor

01-540-6001	Maint of Wells-Labor	88,329	86,170	88,957	82,246
01-550-6001	Water Tests & Treatment-Labor	88,225	89,201	88,852	83,481
01-550-6004	Electrical/Instrumentation-Labor	32,652	2,212	32,972	32,807
01-560-6001	Engineering Labor-Office	221,621	236,182	230,555	239,488
01-560-6002	Engineering- Vacation, Sick, & Holidays	92,866	77,735	94,917	98,969
01-560-6003	Field Labor-Office	148,430	171,487	179,764	198,544
01-560-6004	Field- Vacation, Sick, & Holidays	136,333	90,174	153,266	150,316
01-560-6005	Standby Labor	67,000	74,506	67,000	67,000
01-560-6006	Vehicle/Equipment Maint Labor	10,766	1,238	13,096	14,442
01-560-6007	Maint of Mains & Hydrants-Labor	172,717	136,232	194,309	168,306
01-560-6008	Maint of Meters & Svcs-Labor	138,178	86,516	157,204	168,306
01-560-6009	Maint Pumping Equipment-Labor	20,072	1,456	20,269	18,423
01-560-6010	Utility Service Alerts-Labor	16,257	18,384	15,994	16,742
01-560-6011	Cross Connection Labor	12,310	11,914	12,917	13,449
01-560-6012	Engineering Field Labor	74,861	61,147	77,757	81,094
01-560-6013	Maint Tanks & Reservoirs-Labor	12,549	51	12,672	11,833
01-570-6001	Office of General Manager	182,521	184,896	187,889	189,586
01-570-6002	Office of GM-Vacation, Sick, & Holidays	30,697	44,877	31,600	31,885
01-570-6003	Salary Office	654,000	754,629	715,363	767,741
01-570-6004	Office-Vacation, Sick, & Holidays	138,411	90,000	172,913	135,851
01-570-6015	Labor-Training & Seminars	59,789	64,551	65,550	65,227
01-570-6016	Maint of Plant-Labor	22,920	5,557	25,371	25,753
01-570-6017	Public Information-Labor	11,398	17,692	11,506	12,027
01-570-6019	Water Conservation Coord-BMP 12	63,964	65,294	64,613	67,521
01-580-6001	Meter Reading/Customer Orders	51,257	32,012	50,076	52,508
Total Labor		2,548,123	2,404,112	2,765,382	2,793,545

		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(144,011)	217,259	28,163
% Change		-5.7%	8.5%	1.0%

CARPINTERIA VALLEY WATER DISTRICT
 FY 2024-2025 OPERATING BUDGET
 PROPOSED

2023/24 Adopted 09/13/2023 3,678 AF	2023/24 Mid Year Review 3,370 AF	2024/25 Adopted 09/13/2023 4,154 AF	2024/25 Proposed 06/12/24 3,500 AF
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PERSONNEL - continued

Personnel-Related Expenses

01-570-6005 Directors Fees	18,540	15,540	19,096	19,096
01-570-6006 Employee Retirement-PERS	247,171	227,152	260,967	263,625
01-570-6007 Deferred Compensation-Employees	44,827	36,155	45,856	48,772
01-570-6008 Employee Health Insurance	443,000	354,839	483,000	483,000
01-570-6009 Employee FICA & Medicare	164,695	169,474	189,635	191,566
01-570-6010 Workers Compensation	66,950	33,149	68,959	68,959
01-570-6011 Employee Safety Boots	5,000	2,798	6,000	6,000
01-570-6012 Employee Physicals	3,000	3,000	3,090	3,090
01-570-6013 Compensated Absences	60,000	60,000	25,000	25,000
01-570-6014 Employee Educ. & Training Registration	30,282	25,000	31,190	31,190
01-570-6020 Temporary Labor	12,875	-	13,261	13,261
01-570-6022 Unemployment Insurance	8,000	-	8,000	8,000
01-570-6206 Vehicle Allowance	6,000	6,000	6,365	6,365
Total Personnel - Related Expenses	1,110,340	933,105	1,160,420	1,167,925

	<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change	(177,235)	50,080	7,505
% Change	-16.0%	4.5%	0.6%

Total Personnel Expenses

3,658,463	3,337,217	3,925,802	3,961,470
	<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change	(321,246)	267,339	35,668
% Change	-8.8%	7.3%	0.9%

**CARPINTERIA VALLEY WATER DISTRICT
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GENERAL AND ADMINISTRATIVE

01-570-6100	Office Expense & Supplies	15,000	17,398	15,000	15,000
01-570-6101	Computer System Maintenance	82,040	71,711	90,244	82,000
01-570-6102	Dues, Memberships & Licenses	27,316	24,992	28,135	28,135
01-570-6103	Employee Travel	20,000	15,000	20,600	20,600
01-570-6104	Misc. Office Expense	1,000	3,846	1,859	2,000
01-570-6105	Public Information Expense	20,000	20,000	20,600	20,600
01-570-6106	Advertising	6,000	7,780	4,328	4,328
01-570-6107	Meetings & Events	3,090	3,090	3,183	3,183
01-570-6108	Board Meetings and Supplies	7,000	3,000	7,210	7,210
01-570-6116	Board Member Training **NEW**	5,253	1,200	5,411	5,411
01-570-6109	Management Meeting Supplies	3,605	3,500	3,713	3,713
01-570-6110	Employee Relations Expense	2,627	3,462	2,705	2,705
01-570-6111	Software Maintenance	68,040	29,482	71,442	71,442
01-570-6112	Incode Maintenance	57,960	35,878	60,858	60,858
01-570-6113	Office Equipment Leases	18,540	16,561	19,096	19,096
01-570-6114	Customer Billing Expenses	97,850	216,566	100,786	75,000
01-570-6115	Bank and Finance Fees	31,930	25,235	32,888	32,888
01-570-6119	Cybersecurity Insurance **NEW**	15,000	2,360	16,500	16,500
Total General and Administrative		482,250	501,060	504,557	470,669

	<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change	18,810	22,307	(33,888)
% Change	3.9%	4.6%	-6.7%

UTILITIES

01-540-6200	Pwr & Telephone for Pumping-PMP STN	189,041	184,744	206,765	198,493
01-540-6201	Power & Telephone for Pumping-Wells	134,365	134,365	141,083	162,268
01-570-6200	Electric	7,622	11,570	7,851	7,851
01-570-6201	Gas	3,500	1,141	3,605	3,605
01-570-6202	Telephone	40,000	35,040	33,036	33,036
01-570-6203	Waste Disposal	3,677	3,274	3,787	3,787
01-570-6204	Other Utilities	876	1,508	902	1,100
01-570-6208	Security **NEW**	3,605	8,173	3,713	3,713
Total Utilities Expense		382,686	379,816	400,742	413,854

	<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change	(2,870)	18,056	13,112
% Change	-0.7%	4.7%	3.3%

**CARPINTERIA VALLEY WATER DISTRICT
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PROFESSIONAL SERVICES

01-560-6300	Engineering Services	65,000	31,756	140,332	140,332
01-560-6301	Groundwater Professional Services	10,506	2,700	10,821	15,000
01-560-6306	Siemens O&M Services	36,641	-	37,740	37,740
01-570-6300	Auditors Fees	35,000	65,645	36,050	36,050
01-570-6301	Legal-General	77,250	55,000	79,568	79,568
01-570-6303	Administrative Professional Services	65,000	75,000	63,654	63,654
01-570-6305	Legal-Labor Negotiator	15,000	15,000	3,000	3,000
Total Professional Services		304,397	245,101	371,165	375,344
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		(59,296)	66,768	4,179
	% Change		-19.5%	21.9%	1.1%

OPERATIONS EXPENSE

Water Supply

01-520-6600	Cachuma Project Water Purchases	240,680	225,691	241,000	241,000
01-520-6608	Supplemental Water Purchases	-	-	-	-
01-520-6601	Renewal Fund - Cachuma Project	8,364	11,306	25,200	26,500
Total Water Supply		249,044	236,997	266,200	267,500
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		(12,047)	17,156	1,300
	% Change		-4.8%	6.9%	0.5%

Repairs & Maintenance

01-540-6500	Maintenance of Pumping Equip	22,678	10,660	24,945	24,945
01-540-6501	Maintenance of Wells	32,819	15,344	36,100	36,100
01-560-6500	Maintenance of Vehicles & Equipment	29,118	38,285	29,992	29,992
01-560-6501	Maintenance of Mains & Hydrants	154,825	47,862	170,308	170,308
01-560-6502	Maintenance of Tanks & Reservoirs	15,000	15,000	22,809	18,000
01-560-6503	Maintenance of Meters & Services	95,000	208,873	104,500	104,500
01-560-6504	Maintenance of SCADA Equipment	28,050	42,160	30,855	30,855
01-560-6505	Badger Meter Reading Fees **NEW**	41,000	41,400	43,497	43,497
01-570-6500	Maintenance - Office, Plant & Sites	64,717	60,607	66,658	66,658
01-570-6205	Fleet Fuel & Maintenance	36,771	33,361	37,874	37,874
01-570-6207	Equipment Fuel Expense	7,000	3,400	11,044	11,044
01-570-6600	Fleet Vehicle Lease Expense	110,313	84,018	113,622	113,622
Total Repairs and Maintenance		637,290	600,971	692,205	687,396
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		(36,319)	54,915	(4,809)
	% Change		-5.7%	8.6%	-0.7%

**CARPINTERIA VALLEY WATER DISTRICT
FY 2024-2025 OPERATING BUDGET
PROPOSED**

2023/24 Adopted 09/13/2023 3,678 AF	2023/24 Mid Year Review 3,370 AF	2024/25 Adopted 09/13/2023 4,154 AF	2024/25 Proposed 06/12/24 3,500 AF
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OPERATIONS EXPENSE - *continued*

Supplies & Equipment

01-560-6600 Engineering Supplies & Expense	10,000	11,522	12,985	12,985
01-560-6601 Cloudseeding	13,366	3,137	13,767	13,767
01-560-6602 Uniforms Expense	13,000	1,079	15,914	15,914
01-560-6603 Safety Supplies & Equipment	15,294	28,193	15,753	15,753
01-560-6604 Minor Tools Supplies & Equipment	23,577	15,860	24,284	24,284
01-560-6606 Utility Service Alerts	2,800	3,375	2,884	2,884
Total Supplies & Equipment	78,037	63,167	85,587	85,587
		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(14,870)	7,550	(0)
% Change		-19.1%	9.7%	0.0%

Total Operations Expense

	964,371	901,135	1,043,992	1,040,482
		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(63,236)	79,621	(3,509)
% Change		-6.6%	8.3%	-0.3%

STATE WATER

01-520-6700 CCWA - Variable	-	12,300	-	12,669
01-520-6701 DWR - Variable	94,586	97,566	184,995	155,184
Total State Water, Power & Chemicals	94,586	109,866	184,995	167,853
		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		15,280	90,409	(17,142)
% Change		16.2%	95.6%	-9.3%

WATER TREATMENT & TESTING

01-550-6800 Treatment - Cater Plant	1,909,035	1,326,916	1,805,723	1,312,301
01-550-6801 Water Quality Analysis-Distribution	30,000	21,952	43,285	36,000
01-550-6802 Treatment - Wells	57,255	55,087	60,118	60,118
01-550-6803 Chlorination - Ortega Reservoir	43,697	33,480	45,882	45,882
01-550-6805 Testing - Production Meters	10,187	-	10,492	10,492
Total Water Treatment and Testing	2,050,174	1,437,435	1,965,500	1,464,793
		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(612,739)	(84,674)	(500,707)
% Change		-29.9%	-4.1%	-25.5%

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JOINT POWERS AUTHORITIES

01-530-6900	COMB Operating	602,843	605,533	646,203	768,976
01-530-6903	COMB-Safety of Dam (M & I)	34,407	34,408	36,127	34,407
01-530-6920	Carpinteria GSA Expenses	-	-	100,000	156,183
Total JPA Expenses		637,250	639,941	782,330	959,566
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		2,691	145,080	177,236
	% Change		0.4%	22.8%	22.7%

WATER CONSERVATION

01-570-7100	Wtr Cons BMP 1 Wtr Srvy Prg	2,500	-	2,500	2,500
01-570-7101	Wtr Cons BMP 3 Residential	5,000	-	5,000	5,000
01-570-7102	Wtr Cons BMP 5 Landscape (CII)	5,000	-	5,000	5,000
01-570-7103	Wtr Cons BMP 2.1 Public Inf	21,321	22,106	21,961	21,961
01-570-7104	Wtr Cons BMP 2.2 School Edu	1,545	395	1,591	1,591
01-570-7105	Wtr Cons BMP 4 CII	3,000	-	3,000	3,000
01-570-7108	Wtr Cons BMP 1.4 Wtr Loss Contr	2,060	-	2,122	2,122
01-570-7109	Conservation Program	2,060	434	2,122	2,122
01-570-7110	Wtr Cons BMP A3A On-Farm Evals	2,575	-	2,652	2,652
01-570-7111	Wtr Cons BMP B3-On Farm Impr	2,575	-	2,652	2,652
01-570-7112	Wtr Cons District Members	3,467	2,623	3,571	4,500
Total Water Conservation Expenses		51,103	25,558	52,171	53,100
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		(25,545)	1,068	929
	% Change		-50.0%	2.1%	1.8%

OTHER EXPENSES

01-510-7000	CCWA Operating Expense	710,105	692,339	745,611	745,611
01-550-7000	Regulatory Permitting Fees	43,619	29,756	34,628	34,628
01-570-7000	LAFCO	12,360	14,363	12,731	12,731
01-570-7001	Insurance General	82,400	85,781	84,872	84,872
01-570-7002	District Election Expense	-	-	7,000	7,000
01-580-7000	Uncollectable Accounts	15,000	15,000	15,000	15,000
Total Other Expenses		863,484	837,239	899,842	899,842
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		(26,246)	36,358	(0)
	% Change		-3.0%	4.2%	0.0%

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CAPITAL EXPENDITURES

01-1650	Cater Plant Expansion	70,000	70,000	100,000	100,000
01-1680	Intangible Asset - Website Redesign				
01-1705	Pumping Equipment				
01-1710	Mains, Transmission and Distribution	489,356	489,356	470,000	714,000
01-1715	Meters & Services				
01-1720	Hydrants			50,000	50,000
01-1725	Corrosion Control				
01-1730	Administration Building				
01-1735	Maintenance Center				
01-1740	Office Equipment	50,000	50,000	50,000	50,000
01-1745	Automotive Equipment				
01-1750	Other Equipment & Tools	151,044	151,044		
01-1755	Wells				
01-1760	Tanks & Reservoirs				140,000
01-1765	Water Treatment Equipment				
01-1770	Facilities and Grounds			50,000	50,000
01-1775	CIP Storage Tank		160,000	320,000	80,000
01-1785	HQ Well				
Total Capital Expenditures		920,400	920,400	1,040,000	1,184,000
			<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
	\$ Change		-	119,600	144,000
	% Change		0.0%	13.0%	13.8%

**CARPINTERIA VALLEY WATER DISTRICT
FY 2024-2025 OPERATING BUDGET
PROPOSED**

**2023/24
Adopted
09/13/2023
3,678 AF**

**2023/24
Mid Year
Review
3,370 AF**

**2024/25
Adopted
09/13/2023
4,154 AF**

**2024/25
Proposed
06/12/24
3,500 AF**

DEBT SERVICE

State Water Fixed Costs

01-510-7300 State DWR Charges	2,174,810	2,000,000	2,230,738	2,230,738
Total State Water Fixed Costs	2,174,810	2,000,000	2,230,738	2,230,738

		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(174,810)	55,928	-
% Change		-8.0%	2.6%	0.0%

Debt Service - Principal

01-2335 Revenue Bonds 2020A - Principle	415,000	415,000	435,000	435,000
01-2337 Bond Payable-2020B Txble Ref Rev Bonds	100,000	100,000	105,000	105,000
01-2340 SRF-Cater Treatment Plant Principal	-	-	-	-
01-2365 Revenue Bonds 2016-Principal	480,000	480,000	500,000	500,000
01-2367 Siemens Lease - Principal	413,693	413,693	425,198	425,198
01-23xx SRF - Cater Treatment 2026 - Princ **NEW*	-	-	-	-
Total Debt Service - Principal	1,408,693	1,408,693	1,465,198	1,465,198

		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		-	56,505	-
% Change		0.0%	4.0%	0.0%

Debt Service - Interest

01-599-7308 Revenue Bonds 2016-Interest	238,750	238,750	214,250	214,250
01-599-7309 Siemens Lease - Interest	124,984	124,984	114,240	114,240
01-599-7310 Revenue Bonds 2020A - Interest	825,625	825,625	804,375	804,375
01-599-7311 Revenue Bonds 2020B - Interest	132,314	132,314	129,434	129,434
10-599-7312 Revenue Bonds 2020C - Interest	75,500	75,500	75,500	75,500
01-599-7314 SRF - Cater Treatment 2026 - Int **NEW**	-	-	152,000	152,000
Total Debt Service - Interest	1,397,173	1,397,173	1,489,799	1,489,799

		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		-	92,626	-
% Change		0.0%	6.6%	0.0%

Total Debt Service

	4,980,676	4,805,866	5,185,735	5,185,735
--	------------------	------------------	------------------	------------------

		<i>VS FY24 ADOPTED</i>	<i>VS FY24 ADOPTED</i>	<i>VS FY25 ADOPTED</i>
\$ Change		(174,810)	205,059	-
% Change		-3.5%	4.1%	0.0%

CARPINTERIA VALLEY WATER DISTRICT
 FY 2024-2025 OPERATING BUDGET
 PROPOSED

2023/24 Adopted 09/13/2023 3,678 AF	2023/24 Mid Year Review 3,370 AF	2024/25 Adopted 09/13/2023 4,154 AF	2024/25 Proposed 06/12/24 3,500 AF
--	---	--	---

FISCAL YEAR 2023-2025 OPERATION BUDGET - PROPOSED	2023/24 Adopted	2023/24 Mid- Year Review	2024/25 Adopted	2024/25 Proposed
TOTAL USES OF CASH	15,389,840	14,140,634	16,356,832	16,176,708
% Change		<i>VS FY24 ADOPTED</i> -8.1%	<i>VS FY24 ADOPTED</i> 6.3%	<i>VS FY25 ADOPTED</i> -1.1%

**CARPINTERIA VALLEY WATER DISTRICT
FISCAL YEAR 2024-2025
OPERATING BUDGET - PROPOSED**

COVERAGE RATIOS

COVERAGE RATIOS			
BASED ON SRFs AND BONDS		BASED ON CCWA-STATE WATER	
Revenue		Revenue	
Residential	2,838,592	Residential	2,838,592
Commercial	578,268	Commercial	578,268
Industrial	133,017	Industrial	133,017
Public Authority	164,241	Public Authority	164,241
Agricultural	1,873,244	Agricultural	1,873,244
Ag Residential Equivalency Charge (REQ)	116,112	Ag Residential Equivalency Charge (REQ)	116,112
Monthly Service Charge-Basic	771,736	Monthly Service Charge-Basic	771,736
Monthly Service Charge-SWP	3,434,522	Monthly Service Charge-SWP	3,434,522
Monthly Service Charge-CIP	5,132,658	Monthly Service Charge-CIP	5,132,658
AG Fixed O&M	1,000,945	AG Fixed O&M	1,000,945
Fire Protection	189,820	Fire Protection	189,820
Lifeline Program Credits	(39,000)	Lifeline Program Credits	(39,000)
Misc Service Revenue	85,000	Misc Service Revenue	85,000
Other Income	103,434	Other Income	103,434
CGSA Personnel Costs Reimb	100,000	CGSA Personnel Costs Reimb	100,000
Overhead Control **	50,000	Overhead Control **	50,000
Interest	120,000	Interest	120,000
Total Revenue	16,652,589	Total Revenue	16,652,589
Expenses		Expenses	
Personnel	3,961,470	Personnel	3,961,470
General and Administrative	470,669	General and Administrative	470,669
Utilities	413,854	Utilities	413,854
Professional Services	375,344	Professional Services	375,344
Operations Expense	1,040,482	Operations Expense	1,040,482
State Water Power & Chem	167,853	State Water Power & Chem	167,853
Water Treatment	1,464,793	Water Treatment	1,464,793
JPA Expense	959,566	JPA Expense	959,566
Water Conservation	53,100	Water Conservation	53,100
Other Expense	899,842	Other Expense	899,842
Drought Savings	-	Drought Savings	-
Total Expenses	9,806,973	Total Expenses	9,806,973
Net Revenue	6,845,616	Net Revenue	6,845,616
State Water Debt Service	2,230,738	State Water Rate coverage	-
Siemens Lease Purchase Agreement	539,438	<i>(fund may be used for 25% of coverage)</i>	
		Siemens Lease Purchase Agreement	539,438
Total Available for SRF and Bonds Debt Service	4,075,440	Total Available for CCWA Debt Service	6,306,178
Debt Service		State Water Debt Service	2,230,738
Revenue Bonds 2016A	714,250		
Revenue Bonds 2020A	1,239,375	COVERAGE RATIO	2.83
Revenue Bonds 2020B	234,434		
Revenue Bonds 2020C	75,500		
Cater 2026 SRF	152,000		
Total Debt Service	2,415,559		
COVERAGE RATIO	1.69		

**CARPINTERIA VALLEY WATER DISTRICT
FISCAL YEAR 2024-2025
CAPITAL BUDGET - PROPOSED**

RATE FUNDED CAPITAL EXPENDITURES

Project Description / Category	GL Acct #	Department	I=In-house C=Contract	FY 24-25 Budget
Water Rates Funded				
<u>Infrastructure</u>				
A Infrastructure Maintenance *	1710	Operations	I	240,000
P61 Santa Claus Lane Rehabilitation	1710	Engineering	C	330,000
P92 Parking Lot Rehab (Year 1 of 5)	1770	Operations	C	50,000
<u>Reliability</u>				
P15 Carpinteria Ave Bridge Pipeline Replacement	1710	Engineering	C	144,000
P85 Carpinteria Reservoir PCL Upgrade	1760	Operations	C	60,000
P93 Carpinteria Reservoir Aeration (Year 1 of 5)	1760	Operations	C	80,000
P96 Foothill Reservoir Piping Rehab	1775	Operations	C	80,000
P95 Hydrant Guard Installation - All Hydrants	1720	Operations	I	50,000
<u>Safety</u>				
None				-
<u>Business Reliability/ Efficiency</u>				
P72 IT Upgrades	1740	Business	I, C	50,000
Subtotal, Water Rates Funded				<u>1,084,000</u>
CIP Rate Funded				
Cater Treatment Plant - Capital Expenditures	1650	Funded by CIP Charges		100,000
Subtotal, CIP Funded				<u>1,184,000</u>
FY 23/24 Capital Project Funds Released and Available - ESTIMATED				-
Total FY 24/25 Rates Funded Capital Projects, Net of Released Prior Year Funds				<u><u>1,184,000</u></u>

* Ongoing upgrades and replacements of existing transmission and distribution equipment and lines. Projects formerly referred to as Water Distribution Replacement, Valve Exercise & Replacement, End Drain Replacement, Water Service Replacement and T Branch Removal.

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: Replacement of Transmission & Distribution Systems

Project Number A85,A88,A96,B25,B26 Account Number 1710

Category Infrastructure Department Operations

Schedule Ongoing Work performed by: Contractor
 In-House

Funding Source Water Rates Funded X Alternate Funding

	BUDGET	DROUGHT	TOTAL	Item is:
FY24 and Past	\$ 231,000		\$ 231,000	<u> </u> New
FY25	\$ 240,000		\$ 240,000	<u> </u> <u>X</u> Replacement
FY26 and Future	\$ 250,000		\$ 250,000	<u> </u> <u>X</u> Repair
Total Project Costs	ONGOING	ONGOING	ONGOING	

Description of Project	Water Distribution Replacement, Water Service Replacement, T-Branch Removal, Valve Replacement & End Drain Replacement and Service Meter Replacements.
------------------------	--

Why This Project Is Needed	Ongoing repair and replacement of aging water transmission, distribution and treatment systems required to maintain infrastructure reliability.
----------------------------	---

Consequences Of Not Funding This Project	Unpredictable system component failures will happen due to age of system. If repairs are not made, water quality, fire protection and reliability of delivery will be compromised.
--	--

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description:

Santa Claus Lane Rehabilitation

Project Number

P61

Account Number

1710

Category

Infrastructure

Department

Engineering

Schedule

One-time

Work performed by:

 X Contractor
 In-House

	BUDGET	DROUGHT	TOTAL
FY24 and Past	\$ 470,000	\$ -	\$ 470,000
FY25	\$ 330,000	\$ -	\$ 330,000
FY26 and Future	\$ -		\$ -
Total Project Costs	\$ 800,000	\$ -	\$ 800,000

Item is:

 New
 x Replacement
 Repair

Description of Project	Relocate a major portion of the existing main in Santa Clause Lane. FY25 request provides additional funds to match the project budget to bid received April 2024. Project expected to begin in FY25.
------------------------	---

Why This Project Is Needed	Now is the time to relocate as the old highway is removed, and install the new pipe since we can piggy back the projects and have the county cover the paving cost. It will be the best time to keep cost down for the installation of the pipe.
----------------------------	--

Consequences Of Not Funding This Project	If we don't relocate the existing pipe now it will be under the new sidewalks and the potential for repairs would be very expensive. Plus the existing pipe was installed in the mid 1950's so it will be a problem in the near future.
--	---

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: Parking Lot Rehabilitation (Funding Year 1 of 5)

Project Number P92 Account Number 1770

Category Infrastructure Department Operations

Schedule One-time Work performed by: Contractor
 In-House

Funding Source Water Rates Funded Alternate Funding

	BUDGET	DROUGHT	TOTAL	
FY24 and Past	\$ -	\$ -	\$ -	<input type="checkbox"/> New
FY25	\$ 50,000	\$ -	\$ 50,000	<input checked="" type="checkbox"/> Replacement
FY26 and Future	\$ 200,000		\$ 200,000	<input type="checkbox"/> Repair
Total Project Costs	\$ 250,000	\$ -	\$ 250,000	

Description of Project	Resurface Maintenance Yard parking lot.
------------------------	---

Why This Project Is Needed	The parking lot is badly cracked and much of it is more like gravel than asphalt. Traffic, weather and age have caused the parking lot to continue to fail. The constant gravel like surface is a safety issue that will eventually lead to a slip and fall injury, sweeping only exacerbates the problem.
----------------------------	--

Consequences Of Not Funding This Project	Not repairing the parking lot will lead to continued failure and eventually cause large chunks to lift out.
--	---

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: Carpinteria Ave. Bridge Pipeline Replacement

Project Number P15 Account Number 1710

Category Reliability Department Engineering

Schedule One-time Work performed by: Contractor
 In-House

	BUDGET	DROUGHT	TOTAL	
FY24 and Past	\$ 157,000		\$ 157,000	<input type="checkbox"/> New
FY25	\$ 144,000		\$ 144,000	<input checked="" type="checkbox"/> Replacement
FY26 and Future	\$ -		\$ -	<input type="checkbox"/> Repair
Total Project Costs	\$ 301,000	\$ -	\$ 301,000	

Description of Project	City of Carpinteria replacement of Carpinteria Avenue Bridge requires replacement of the District's existing water main which is the primary supply line for downtown.
------------------------	--

Why This Project Is Needed	The bridge replacement will occur.
----------------------------	------------------------------------

Consequences Of Not Funding This Project	Inability to deliver water to downtown area.
--	--

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: Carpinteria Reservoir PCL Upgrade

Project Number P85 Account Number 1760

Category Reliability Department Operations

Schedule One-time Work performed by: Contractor
 In-House

Funding Source Water Rates Funded Alternate Funding

	BUDGET	DROUGHT	TOTAL	Item is:
FY24 and Past	\$ -	\$ -	\$ -	<input type="checkbox"/> New
FY25	\$ 60,000	\$ -	\$ 60,000	<input checked="" type="checkbox"/> Replacement
FY26 and Future	\$ -	\$ -	\$ -	<input type="checkbox"/> Repair
Total Project Costs	\$ 60,000	\$ -	\$ 60,000	

Description of Project	Upgrade components of the Carpinteria Reservoir communications system including: *the Programmable Logic Controller (PLC): the system controller which also handles the cellular communications with the District main facility *the Input-Output or I/O which transfers data between the PLC and various controls and alarms which are used to view and control the facility remotely.
------------------------	---

Why This Project Is Needed	The current hardware and associated programming is no longer supported and parts are no longer available from the manufacturer.
----------------------------	---

Consequences Of Not Funding This Project	Existing unsupported hardware creates a security issue and a reliability issue due to unexpected failure. In the event of a failure, parts are no longer available to repair and return to service which will cause a loss of control and operability at the facility putting at risk our ability to move water to the east side of our District.
--	---

Brief Description:

Carpinteria Reservoir Aeration (Funding Year 1 of 5)

Project Number	<input type="text" value="P93"/>	Account Number	<input type="text" value="1760"/>
Category	<u>Reliability</u>	Department	<u>Operations</u>
Schedule	<u>One-time</u>	Work performed by:	<input checked="" type="checkbox"/> Contractor <input type="checkbox"/> In-House
Funding Source	Water Rates Funded	<input checked="" type="checkbox"/>	Alternate Funding <input type="checkbox"/>

	BUDGET	DROUGHT	TOTAL	Item is:
FY24 and Past	\$ -	\$ -	\$ -	<input type="checkbox"/> New
FY25	\$ 80,000	\$ -	\$ 80,000	<input checked="" type="checkbox"/> Replacement
FY26 and Future	\$ 320,000		\$ 320,000	<input type="checkbox"/> Repair
Total Project Costs	\$ 400,000	\$ -	\$ 400,000	

Description of Project	Installation of an aeration system in Carpinteria Reservoir to mitigate the disinfection byproducts in the reservoir. The levels of total trihalomethanes (TTHM) is increasing which requires that we stay ahead of the issue to avoid being in violation of the maximum contaminant level (MCL) for TTHM.
------------------------	--

Why This Project Is Needed	The levels of TTHM is increasing which requires that we stay ahead of the issue to avoid being in violation of the MCL for TTHM.
----------------------------	--

Consequences Of Not Funding This Project	Continued rise in TTHM levels in the reservoir and eventual violation from Division of Drinking Water not to mention the public perception.
--	---

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: Foothill Reservoir Piping Rehab

Project Number P96 Account Number 1775

Category Reliability Department Operations

Schedule One-time Work performed by: Contractor
 In-House

Funding Source Water Rates Funded Alternate Funding _____

	<u>BUDGET</u>	<u>DROUGHT</u>	<u>TOTAL</u>	
FY24 and Past	\$ -	\$ -	\$ -	Item is: _____ New
FY25	\$ 80,000	\$ -	\$ 80,000	<input checked="checked" type="checkbox"/> Replacement
FY26 and Future	\$ -		\$ -	_____ Repair
Total Project Costs	\$ 80,000	\$ -	\$ 80,000	

Description of Project	Sandblast and re-coat the inlet, outlet & overflow piping inside Foothill Reservoir.
------------------------	--

Why This Project Is Needed	The reservoir was installed in 2005/2006, the piping has been in constant use and the coating has failed in many areas allowing for the formation of tubercles on the piping. This has lead to corrosion of the pipe and loss of pipe wall thickness. This project will provide the necessary preparation and coating of the piping to extend its life another 15-20 years.
----------------------------	---

Consequences Of Not Funding This Project	Continued corrosion and eventual failure of the piping requiring replacement at a significantly higher cost.
--	--

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description:

Hydrant Guard Installation - All Hydrants

Project Number

P95

Account Number

1720

Category

Reliability

Department

Operations

Schedule

One-time

Work performed by:

Contractor

I In-House

Funding Source

Water Rates Funded

Alternate Funding

FY24 and Past

BUDGET	DROUGHT	TOTAL
\$ -	\$ -	\$ -

FY25

\$ 50,000	\$ -	\$ 50,000
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FY26 and Future

\$ -		\$ -
------	--	------

Total Project Costs

\$ 50,000	\$ -	\$ 50,000
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Item is:

New
 Replacement
 Repair

Description of Project	Install hydrant check valves on our most vulnerable hydrants.
------------------------	---

Why This Project Is Needed	Reduce water loss when a hydrant is hit and to meet water loss compliance standards for our annual water loss reporting.
----------------------------	--

Consequences Of Not Funding This Project	We do not reduce water loss and do not comply with this part of our water loss compliance.
--	--

Fiscal Year 2024-25 Capital Expenditure over \$10,000

Brief Description: IT Upgrades

Project Number P72 Account Number 1740

Category Business Reliability Department Business

Schedule Ongoing Work performed by: X Contractor
X In-House

Funding Source Water Rates Funded X Alternate Funding _____

	BUDGET	DROUGHT	TOTAL	Item is:
FY24 and Past	\$ 50,000	\$ -	\$ 50,000	<u>X</u> New
FY25	\$ 50,000	\$ -	\$ 50,000	<u>X</u> Replacement
FY26 and Future	\$ 50,000		\$ 50,000	_____ Repair
Total Project Costs	<u>ONGOING</u>	<u>ONGOING</u>	<u>ONGOING</u>	

Description of Project	The IT infrastructure is continuing to expand as we implement additional automations in all departments. IT infrastructure hardening is also an ongoing process.
------------------------	--

Why This Project Is Needed	Cybercrime is increasing at a rapid rate and the District needs to adhere to recommended guidelines to both prevent as many attacks as possible and to recover from attacks as effectively as possible.
----------------------------	---

Consequences Of Not Funding This Project	We will be operating outside of recommended norms, more vulnerable to cyber attacks and less prepared for reacting to them. Cyberattacks on the water system infrastructure could cause a myriad of problems to our distribution and treatment systems.
--	---

RESOLUTION NUMBER 1158

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CARPINTERIA VALLEY WATER DISTRICT
APPROVING THE REVISED FISCAL YEAR 2024 – 2025 BUDGET**

WHEREAS, in 2023, this District's Board of Directors requested Staff to prepare a three-year operating Budget for fiscal years 2024-2026; and

WHEREAS, Staff prepared a cost of service study, mailed Proposition 218 notices, and held a protest hearing to adopt FY 2024-2026 Rates in 2023 to fund the FY 2024-2026 Budgets; and

WHEREAS, on September 13, 2023, the Board held a public Board meeting and adopted operating budgets and accompanying rates and charges for fiscal years 2024-2026 ; and

WHEREAS, in January 2024, Staff reviewed the adopted Budget for fiscal year 2024-25 and compared it with updated cost information and found that there were changes warranting an update to the adopted budget; and

WHEREAS, the total operating costs even with adjusted costs remain under or equal to that of adopted fiscal year 2024-25 Budget; and

WHEREAS, Staff prepared a revised Budget for fiscal year 2024-25 showing the changes precipitated by the updated cost information; and

WHEREAS, Staff is not proposing any changes to the rates and charges for the 2025 fiscal year adopted on September 13, 2023

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Directors has reviewed said revised fiscal year 2024-2025 Budget.
2. The Board of Directors hereby approves said Revised Budget, a copy of which is attached hereto as Exhibit A.
3. The Board of Directors hereby finds and establishes that the District's various user fees, rates and charges for fiscal year 2025 resulting from the revised budget do not exceed the costs reasonably borne by the District for providing services for which those fees, rates and charges are made, and thus are exempt from the spending limitations contained in Article XIII B of the California Constitution (Proposition 4)

Vote on the Resolution by roll call resulted as follows:

AYES:

NOES:

ABSENT:

ABSTAIN:

PASSED AND ADOPTED THIS 12th day of June 2024.

APPROVED:

Case Van Wingerden, President

ATTEST:

Lisa Silva, Board Secretary

Memo

To: Board of Directors
 From: Norma C. Rosales, Assistant General Manager
 cc: Bob McDonald, General Manager
 Date: June 12, 2024
 Re: Updated Rules and Regulations

Staff have proposed revisions to the following Rules:

RULE	PAGE	DESCRIPTION
7-9	9-17	Moved cost references to appendix C. Added summary text and changed list formatting for clarity.
11.b.	19-22	Modified account class definitions to clarify that commercial, industrial, and institutional uses of water should be metered separately from residential uses of water.
14	30-31	Deleted this rule because it is redundant with rule 13.ix.
15	31-33	Added sentence about compliance with Government Claims Act. Updated formatting for clarity.
16	33	Moved cost references to appendix C and simplified text of rule.
17.c.	35	Added sentence to clarify how the District will bill customers for tampering fees,
Appendix A	51-55	Updated tables to reflect rates and charges adopted for FY 25 on 9/13/23.
Appendix B	56	Updated tables to reflect annual update of Capital Cost Recovery Fees.
Appendix C	57-58	Moved fees from text of document to appendix C. Removed references to specific rates and charges.
Appendix D/ Resolution 1157	59-66	Updated resolution to reflect annual update of Capital Cost Recovery Fees.

7. INSTALLATION, DOWNSIZING, MODIFICATION AND REMOVAL OF WATER SERVICE CONNECTION

All changes to metered service require advance District project approval prior to work commencement. The District will obtain a deposit for anticipated projects costs and applicable fees prior to work commencement. When the project is completed, the District will reduce the project deposit by the amount of District project costs and refund the remaining deposit or bill for costs in excess of deposit. The District calculates project costs on a cost plus overhead basis (see Appendix C). The depreciated value of any meters removed from service during the project will be credited against calculated project costs. Original cost is depreciated straight line over 20 years beginning from date of installation.

a. **SERVICE INSTALLATION**

- (1) Upon approval by the District of an application for water service connection and the receipt of any deposits or fees required to be deposited or paid by these Rules and Regulations, the District will furnish and install service pipe of suitable capacity from its water mains to the curb line of property abutting upon a public street, highway, public right-of-way, lane, alley, road or easement along which the District has, or will install, water mains.
- (2) The District will determine the number of necessary service connections based on the following.
 - (i) For commercial, industrial, public authority and residential customers, the District shall consider the following:
 - (ii) Independent ownership or rental status; or
 - (iii) Separate or distinct parcel boundaries as identified by the County of Santa Barbara or City of Carpinteria.
 - (iv) For agricultural or agricultural customers, the District shall consider the following:
 - (v) Independent ownership or rental status; or
 - (vi) Separate or distinct parcel boundaries as identified by the County of Santa Barbara or City of Carpinteria with the exception of contiguous parcels under the same ownership.

(vii) For fire service customers, the District shall rely upon local and state construction standards and fire service organization needs.

(3) All customer piping and appurtenances as described in Section (1)&(2) below shall be installed by the customer and at the customer's sole cost and expense. Said piping and appurtenances so installed by the customer must conform to the California Plumbing Code; Local Building codes, Fire District Code and District specifications.

~~(viii)~~(i) A typical meter installation is depicted in Figure 1 below. The District is responsible for the proper operation and maintenance of the water meter including the gasket on the customer side of the meter. Piping and appurtenances including any shut-off or customer valve after the gasket and meter mounting hardware on the customer side of the meter are the customer's property and responsibility (see section c. below).

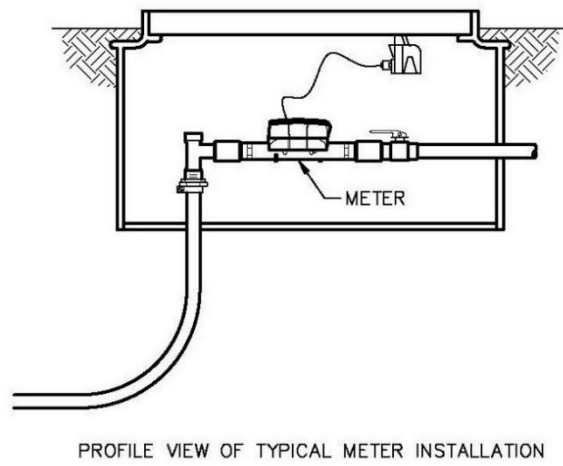
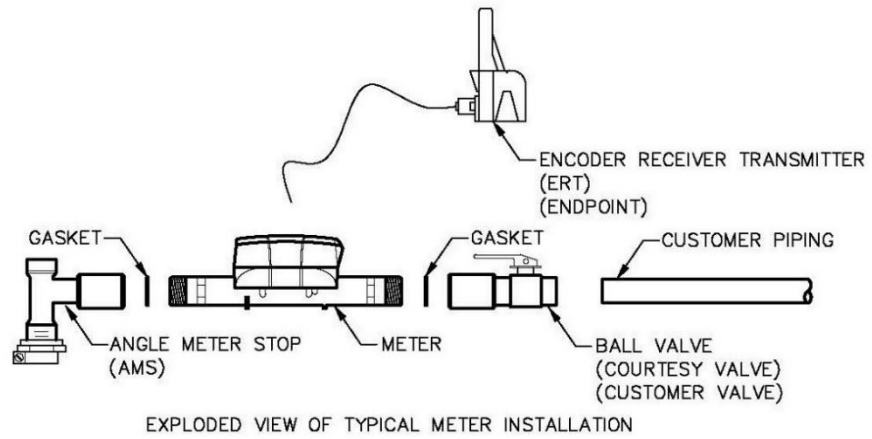


Figure 1

~~(ix)~~(ii) A typical fire line installation is depicted in Figure 2 below. The District is responsible for the proper operation and maintenance of the service line including the gasket on the District side of the backflow device and the detector meter on the device. Piping and appurtenances including any shut-off or customer valves after the gasket are the customer's property and responsibility.

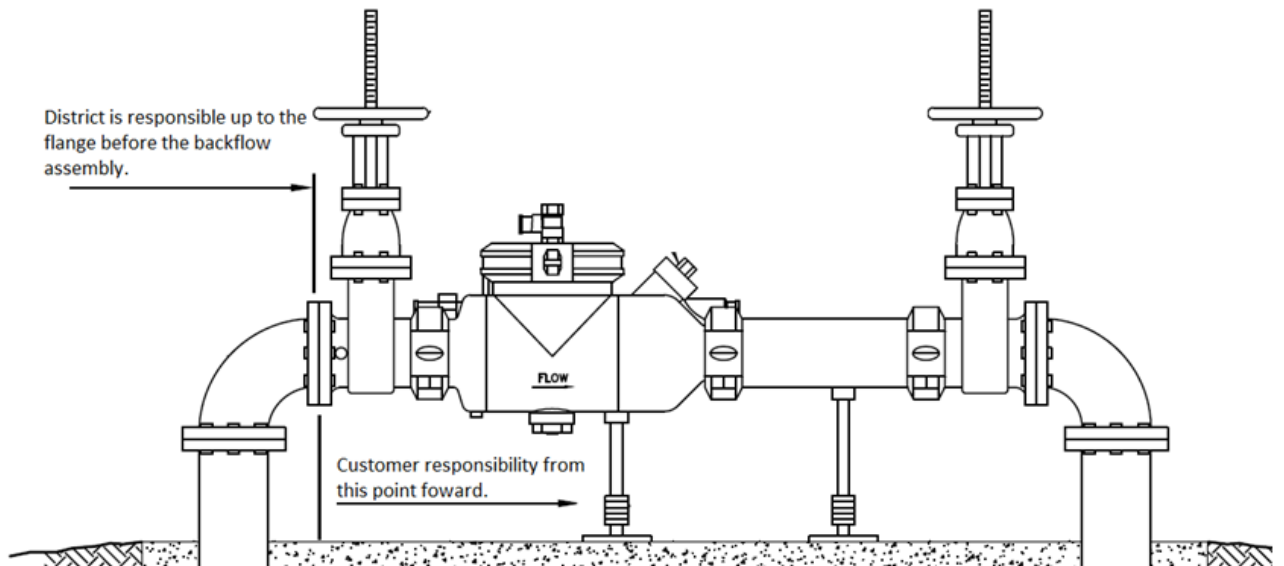


Figure 2

(iii) If a customer owns more than one property within the District and conditions or water requirements for one property has changed a customer may request for a service connection to be moved.

~~(x)~~ Applicable deposit requirements are specified in Appendix C. Current CCRF fees are shown in Appendix B. The CCRF methodology is described in Appendix D. Under such a request the following shall apply:

(iv)

b. SERVICE RELOCATION

~~(x)(1)~~ Provided suitable outlets exist, a service may be moved from one property to another, on a cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor. Equipment shall be charged at rates as specified in the District's annual fee table in Appendix C. Deposits will be required based on meter size as specified in the District's annual fee table in Appendix C. Valves, check valves, and meters shall be installed in the new location and such pipe and fittings as are suitable for re-use shall be used. The District shall be the sole judge of suitability of pipe and fittings for re-use. Associated costs and deposit requirements are specified in Appendix C.

c. VACATING SERVICE

~~(xii)(1)~~ A ~~service vacated in section (1) above, service~~ may be replaced with a new service of a size mutually satisfactory to District and customer ~~, on a cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor. Equipment shall be charged at rates as specified in the District's annual fee table in Appendix C. Deposits will be required based on meter size as specified in the District's annual fee table in Appendix C.~~ Such a service will require the customer to pay the appropriate Capital Cost Recovery Fees for the new meter (See Appendix B and D). Associated costs and deposit requirements are specified in Appendix C.

d. CHANGING SIZE OF SERVICE

~~(4)(1)~~ When downsizing or upsizing a service, the District will install and connect all devices and appurtenances on the District side of the meter. The customer shall contract with an appropriate vendor to connect the new meter to the existing water service on the customer side of the meter (see section b.(1) above). No adjustment of the Capital Cost Recovery Fees will be considered for meter downsizing. Any subsequent replacement with the original or larger meter service will be subject to the then prevailing Capital Cost Recovery fee schedule and regulations (see Appendix B for current fees and Appendix D for CCRF methodology). Downsizing may be done upon receipt of a completed application by the customer, subject to the following:

~~(xiii)(i)~~ A favorable engineering feasibility and water needs analysis performed by the District; and

~~(xiv)(ii)~~ Payment of deposit for District expenses, based on meter size as specified in the District's annual fee table in [Appendix C](#).

e. SERVICE REMOVAL

~~b.(1)~~ A customer may request the removal of a redundant or unwanted meter, for which approval is subject to the following:

~~(4)(i)~~ A favorable engineering feasibility and water needs analysis performed by the District; and

~~(2)(ii)~~ Payment for District expenses, based on meter size as specified in the District's annual fee table in [Appendix C](#).

(2) The District reserves the right to remove all service lines and appurtenances to the distribution main at the customer's expense. ~~The cost for such a removal will be done on a cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor~~ Costs are specified in Appendix C. Equipment shall be charged at rates as specified ~~in the District's annual fee table~~ in [Appendix C](#). There will be no refund of Capital Cost Recovery Fees in accordance to District Resolution 870 (see [Appendix D](#)). Deposits will be required as in [Rule 9\(a\)](#).

(3) A meter approved by the District for removal or removed after customer request or failure to pay may be re-installed upon request of a customer, ~~and will be done on a cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor~~ Costs are specified in Appendix C. Equipment shall be charged at rates as specified ~~in the District's annual fee table~~ in [Appendix C](#). Capital Cost Recovery Fees based on the size of the meter must be paid in accordance to District Resolution 870 (see [Appendix D](#)). Deposits will be required as in [Rule 9\(a\)](#).

WATER SYSTEM EXTENSIONS

- a. The District may, upon written application, extend its water distribution system inside the District to serve a new customer or group of customers. New customers shall be those who make application for service from such extensions, in accordance with District Rules and Regulations, prior to the time construction work is started on said extension, and who agree to pay charges and regular rates for water service from the date of completion of the extension, or as service is available to each parcel, as the work progresses. Such charges and rates are published in appendices A,B &C of these Rules and Regulations. Extension of the District's System will require a "Facilities Extension Agreement" between the District and the customer(s) applying for the extension.

Should an extension require construction of public water facilities, the District will decide if the extension will be constructed by District personnel or an District approved contractor. In the event that the District undertakes the construction,

the applicant(s) shall deposit with the District, in advance and before construction is started, an amount which shall be the District's estimate of the entire cost of the extension. "Cost of Installation" includes all labor, material, equipment, engineering and miscellaneous items furnished or used in making such extension, ~~and will be done on a cost plus 40% overhead basis for materials and outside services; cost plus 55% overhead for equipment and cost plus 85% overhead for labor. Costs are specified in Appendix C.~~ Equipment shall be charged at rates as specified in ~~the District's annual fee table~~ in [Appendix C](#). Upon completion of the extension, the actual cost thereof shall be retained by the District and the balance, if any returned to the applicant(s). In the event the amount deposited does not cover the cost of the extension, the applicant(s) shall pay the balance due, upon demand.

- b. Upon completion and acceptance of the extension, the applicant(s) shall dedicate the water facilities and appurtenances to the District. The dedication will convey ownership of the new facilities to the District in Fee.
- c. In the event that the District requires an extension with a pipe size larger than necessary to serve the property of the applicant(s), the additional cost on account of installing a larger than necessary pipe, shall be borne by the applicant(s). Such costs will be included in the actual costs of said extension, but may be subject to refund as in Section 8(d) below.
- d. For a period of ten (10) years, commencing with the date of acceptance of the extension by the District, the District will refund to the applicant a pro rata share of moneys which the District may collect on account of a "Benefited Property Charge" for such extension, as said charge is hereinafter defined. The District shall be under no obligation, however, to take legal action to enforce collection of said "Benefited Property Charges", and does not hereby create or establish any rights of the applicant as a third party beneficiary to any agreement or action by the District.
 - (1) Upon completion and acceptance of an extension, the actual costs of said extension, exclusive of public fire hydrants and services which are attributable to the applicant(s) as determined by the District, shall be prorated to all parcels, including the applicants, which in the sole opinion of the District, will

be, or in the future may be, benefited by water service connections from said extension.

(2) Applicant shall be given a description of the parcels, which will be subject to the benefited property charge. The costs so pro-rated as to parcels of real property not owned by the applicant, or any of them if there be more than one, as of the date of acceptance of the extension, shall be known as the "Benefited Property Charge". Prior to the service of water to any parcel of real property, for which parcel there has been allocated a Benefited Property Charge, the applicant(s) for water service to said parcel shall pay to the District, said charge, which payment shall be in addition to any other required by these Rules and Regulations on account of water service connections.

(3) In no event shall the total amount refundable to any applicant(s) exceed the total cost of the extension attributable to the applicant(s) and no refund shall be made after said ten (10) year period, even though the District for its own benefit may still continue to collect all charges allocated to each party benefited.

- e. The District shall hold title to all accepted pipe line extensions. The District reserves the right at all times, to add any extension or additional metered customers to an extension, without procuring the consent of any party or parties contributing to the cost of the original or subsequent extension.
- f. Where possible, water main extensions and any related facilities shall be installed in streets or roads formally dedicated to public use. In the event that private land must be traversed with District facilities, a legal easement shall be established and dedicated to the Carpinteria Valley Water District.
- g. All extensions of water mains shall be made in accordance with the plans and specifications as approved by the District Engineer, who will determine the size of facilities required and will estimate the cost of all work to be done.
- h. If pumping is required on any extension, to provide adequate pressure served by Gobernador Reservoir (approximately 350 feet elevation - Pressure Zone I) and served by Shepard Mesa Tank (approximately 650 feet elevation (Pressure Zone II) surcharges per 100 cubic feet shall apply These surcharges are described in the District's annual fee table in [Appendix C](#).

- i. If pumping plants, storage facilities or any other related facilities are required in order to provide water service, including fire services, such facilities shall be included in the costs of the extension. The District shall determine the number and size of pumping plants, storage facilities or any other related facilities, which shall be constructed as a part of the distribution system extension, at the sole cost of the applicant(s).
- j. The applicant(s) shall provide the District, without cost to the District, all necessary reservoir sites, easements and rights-of-way for said storage facilities, pumping plants or related facilities, including rights-of-way for necessary roads, power and communication. In the event that necessary sites, rights-of-way or easements are on property other than that owned by the applicant(s) and the applicant(s) is unable to acquire said sites, rights-of-way or easements, by negotiation, the District may, but shall be under no obligation to, use its power of eminent domain to acquire said sites, rights-of-way or easements, after the applicant(s) has first deposited with the District, the total estimated cost of said acquisition. Any difference between the amount deposited and the actual total cost of acquisition, shall be adjusted by a refund or additional payment, as the case may be.

All of the foregoing provisions of this Rule, which are applicable to main extensions, shall also apply to reservoirs, pumping plants, or other related facilities, except that in no event shall the District be obligated to pay any costs on account of installing a reservoir, pumping plant or other related facilities larger than necessary to serve the property of the applicant.

9. CONNECTION FEES

- a. The fees for making new service connections, re-installations, removals or for enlarging service connections already in existence, ~~shall be at District's cost plus 40% overhead basis for materials and outside services; cost plus 55% overhead for equipment and cost plus 85% overhead for labor overhead of 30% on materials and outside services, and cost plus 55% for labor and equipment.~~ Equipment shall be charged at rates as specified in the District's annual fee table in [Appendix C](#). Deposits in the amounts as shown in the District's annual fee table in [Appendix C](#). will be required based on meter size. If the amount of the deposit

is less than the actual costs, the customer will be billed for the balance. If the amount of the deposit is more than the actual costs, the balance will be refunded to the customer. An itemized billing will be given for all installations.

- b. Service piping shall be no less than the meter size . Minimum service piping shall be 1" size for 3/4" meter, 1" size for 1" meter and 2" size for 1 1/2" meters.
- c. If the division of a parcel of land or change in land use has resulted in a larger service than that required by [Rule 12](#), for the remaining area, the District shall, at the request of the customer and upon payment of all necessary costs and fees, remove the existing service and replace same with an appropriately sized service to satisfy the remaining area. No refund is to be made by the District for the existing connection or meter (See [Appendix D](#)).
- d. Subject to [Rule 7](#) above, all service connections and meters with appurtenances installed, regardless of size, shall remain the property of the District.

In addition to the standard connection fees in [Rule 9](#), the District will comply with the requirements of the Regulations of the California Administrative Code, Title 17, known as "Cross Connection" regulations (see [Rule 35](#)).

11. WATER RATES AND CHARGES

The District's application of water rates and charges considers the customer's account class, number of residential dwelling units, size of service, historical usage, and pumping zone.

- a. **Residential dwelling unit:** a building or structure or portion thereof designated or occupied in whole or in part as a residence or sleeping place, either permanently or temporarily, which includes sanitary facilities, and one kitchen provided within the unit. For purposes of this definition an attached or detached residential second unit of 750 sqft or greater shall be considered a separate residential dwelling unit (See [Rule 17](#) for definition of accessory dwelling unit). District staff shall make determinations regarding whether a structure or building constitutes a residential dwelling unit upon review of all development proposals, a request for new water service, or periodic review and inspection of existing service connections. Communal buildings in multi-family complexes (e.g., laundry rooms, community centers) do not count as separate dwelling units.

- b. **Account classes**
 - (1) **Single Family Residential** accounts are exclusively for domestic residential use excluding multi-family and master meter residential units (see definitions below).
 - (2) **Master Meter Residential** accounts are exclusively for meters serving two or more residential dwelling units.
 - (3) **Multi-Family Residential** accounts are exclusively for domestic multi-family residences (two or more) units that are individually metered but have at least one shared wall.
 - (4) **Landscape** accounts irrigate landscaped medians, parks, lawns, ~~or~~ gardens, or other landscaping on public parcels and private residential, commercial, and industrial parcels. (see [Rule 17](#) below.)
 - (5) **Commercial** accounts are ~~in whole or in part~~ for commercial use or mixed commercial and industrial use including but not limited to adult living facilities, assisted living facilities, dormitories, extended care facilities, foster care facilities, group homes, orphanages, residential care facilities, transitional care facilities. Some commercial accounts within the District have one meter serving multiple CII

businesses or CII locations. Enforcement of the commercial account class definition is at the District's discretion.

- (6) **Hospitality** accounts are ~~in whole or in part~~ for use by hotels, hostels, and motels. Hospitality accounts have one meter serving multiple rooms/dwelling units.
- (7) **Industrial** accounts are ~~in whole or in part~~ for industrial use. Enforcement of the commercial-industrial account class definition is at the District's discretion.
- (8) **Public Authority** accounts are ~~in whole or in part~~ for a federal, state, county, city or special district public agency buildings such as schools, hospitals, bathrooms at City parks, or similar use as determined by the District's General Manager.
- (9) **Agricultural** accounts use water for agricultural purposes which may include commercial poultry or livestock operations. Agricultural accounts must meet specific meter size and acreage requirements as summarized in the table below and outlined in the text below.

Customers requesting the agricultural account classification must provide a planting plan and irrigation plan for the parcel, and must show the proposed or existing agricultural coverage.

All meters approved for the agricultural account class must install meter protection as described in [Rule 35](#).

Table. Summary of requirements to qualify as Agricultural account class

Meter status	Approval	Meter size	Irrigated acreage
New	Not eligible	¾"	n/a
		1"	n/a
	Automatically approved	≥ 1 ½"	2-3 acres
		2"	3.1-36 acres
		3"	36.1-105 acres
≥4"	≥105.1 acres		
Existing	May be approved upon review	¾"	0.33-1.99 acres & ≥ 50% permeable parcel area
		1"	0.33-1.99 acres & ≥ 50% permeable parcel area
		1 ½"	2-3 acres
		2"	3.1-36 acres
		3"	36.1-105 acres
		≥4"	≥105.1 acres

- (i) New meters that meet the following requirements automatically qualify as agricultural accounts.
 - (a) New 1 ½” meters to irrigate 2-3 acres for commercial agricultural purposes.
 - (b) New 2” meters to irrigate greater than 3 and up to 36 acres for commercial agricultural purposes.
 - (c) New 3” meters to irrigate greater than 36 and up to 105 acres for commercial agricultural purposes.
 - (d) New 4” or larger meters to irrigate greater than 105 acres for commercial agricultural purposes.
- (ii) New meters that are ¾” or 1” in size cannot qualify as agricultural accounts.
- (iii) Existing ¾” or 1” meters that meet the following requirements may qualify as agricultural accounts. [Appendix K](#) provides an example calculation.
 - (a) Irrigate at least 0.33 acres and less than 2 acres for agricultural purposes.
 - (b) Irrigate at least 50% of the permeable area of the parcel for agricultural purposes. Permeable areas exclude hardscape like residential structures and driveways.
- (iv) Existing 1 ½” or larger meters that meet the following requirements may qualify as agricultural accounts.
 - (a) Existing 1 ½” meters to irrigate 2-3 acres for commercial agricultural purposes.
 - (b) Existing 2” meters to irrigate greater than 3 and up to 36 acres for commercial agricultural purposes.
 - (c) Existing 3” meters to irrigate greater than 36 and up to 105 acres for commercial agricultural purposes.
 - (d) Existing 4” or larger meters to irrigate greater than 105 acres for commercial agricultural purposes.

- (v) Existing meters that do not meet the acreage requirements specified in this rule cannot qualify as agricultural accounts.
 - (vi) If a customer is approved as the agricultural account class but has not finished implementation of their agricultural operations (e.g., planting crops) at the time of approval, the customer must complete implementation within two years of approval. After two years if the District determines the customer has not completed implementation the District may change the customer's account class.
 - (vii) The General Manager's determination whether an account qualifies as agricultural shall be final, unless an appeal by the customer within thirty (30) days of receipt of written notice of such determination is made to the District's Board, in which case the determination of the Board made at a public meeting with notice to the customer shall be final. Any determination by the District, however, may be subject to change based upon Contract #I75R-1802R as referenced in [Rule 2](#) above.
- (10) **Fire** accounts provision water to a customer designated as a closed water distribution system or network with the sole purpose or function of fire suppression.
- (11) **Temporary** accounts apply to circuses, bazaars, fairs, temporary restaurants, construction works, or temporary emergency services for residents, etc., of a temporary nature.
- c. **Size of Service:** (See [Rule 12](#)).
 - d. **Monthly Service:** The minimum monthly service charge for metered services, regardless of the amount of water used by a customer during any given month or fraction thereof, shall be in accordance with the schedule of rates and charges as adopted by the Board of Directors as attached in [Appendix A](#).
 - e. **Water Measurements:** Except as these Rules and Regulations otherwise provide, all water supplied by the District shall be measured by standard water meters, and a hundred cubic feet shall be the standard unit of measurement.

- f. **Meter Water Rates**: The rates charged by the District for water furnished through meter service, shall be in accordance with the annual schedule of rates and charges as adopted by the Board of Directors as attached in [Appendix A](#).

- g. **Surcharge for Pumping**: Customers receiving water in certain pressure zones may require the District to pump or re-pump water. To provide proper service, the District may install a connection in these pressure zones, and will apply the following surcharge:

Pressure Zone I: Connections served by the Gobernador Reservoir

(See [Appendix A](#) for current surcharge)

Pressure Zone II: Connections served by the Shepard Mesa Tank

(See [Appendix A](#) for current surcharge)

13. DISCONTINUATION OF SERVICE

- a. **Request for Discontinuation:** A customer may at any time request discontinuation of service by completing a Request for Termination of Water Service form. Said request must be received by the District office at least one (1) business day prior to the date on which discontinuation is desired. Such request for discontinuation may include a request for service removal, in which case the District, upon notice to the record property owner, may remove the installed meter service.
- b. **Vacating of Premises:** A customer who vacates a premises for which he has been served water and who fails to request discontinuation in the manner provided in Section (a) of this Rules and Regulations, shall be held responsible for all water consumed on said premises up until the time that the District has actual notice that said customer has vacated said premises.
- c. **Continuation of Monthly Service Charge:** Customers and/or property owners with an installed meter service, whether the meter is on or off are required to pay a monthly service charge. If the monthly service charge is not paid according to these Rules and Regulations, the record customer will be notified by mail, with a copy of the notice sent to the address shown on the Santa Barbara County tax rolls if the record customer is different from the record owner. Failure to pay the monthly service charge within 60 days of the date of such notice could result in the removal of the meter. If the meter is removed for non-payment, or at the request of the customer or property owner, payment of a fee for the reinstallation of the meter as well as the applicable Capital Cost Recovery Fees as outlined in [Appendix D](#) (see also [Rule 10](#)).
- d. **Nonpayment of Bills:**
 - (1) **Non-Residential Delinquent Accounts:** The District may discontinue water service to any customer who fails or refuses to pay any bill presented for service at any address with an outstanding balance within the District's service area. The District may discontinue service for non-residential customers within fifteen (15) days after the billing date. The sending of any further notice to a customer prior to such discontinuation by the District shall not constitute a waiver of the District's right to

discontinue said service for nonpayment within said fifteen (15) day period (see [Rule 13](#)).

The District may discontinue or refuse to provide service for non-residential water customers at any new location who fails or refuses to pay any bill for service rendered at any former location within thirty (30) days after said bill for service at a former location has been presented at the address given by said customer on the application for service at said new location.

Customers who are delinquent on their payments may be contacted by the District via telephone, letter or electronic means.

(2) **Residential Delinquent Account:** Delinquent residential accounts are Residential, Multi-Family, and Master Meter accounts that remains unpaid (and without having made payment arrangements or established an alternative payment schedule) by close of business on the 60th day after the billing date. An account for which no payment has been received after 60 days shall have their water service terminated. The following rules apply to delinquent accounts in accordance to California Health and Safety Code Division 104, Part 12, Chapter 6 [116900-116926]:

(i) **Late Fee:** If payment for a bill is not received by close of business on the 35th day after the billing date, a late fee will be assessed. The due date is displayed prominently on the bill. The District will make a reasonable, good faith effort to notify the customer by phone of an impending late fee 2 days before the due date identified on the bill. The District assumes no responsibility for phone or email contact information that has not been kept up-to-date by the customer.

(ii) **Waiver of Late Fee:** At the request of the customer and discretion of the Assistant General Manager, the District may waive the late fee if there are extenuating circumstances and the customer has not been assessed a late fee for delinquent payment in the preceding 24 months.

(iii) **Alternative Payment Arrangements:** Any customer who is unable to pay for water service within the normal payment period may request an alternative payment arrangement to avoid late fees or disruption of

service. The District will consider all circumstances surrounding the request and make a determination as to whether the payment arrangement is warranted. Alternative payment arrangements include:

- (a) Weekly or bi-weekly payments of any outstanding balance;
- (b) 12-month amortization of any outstanding balance.

(iv) A customer wishing to make alternative payment arrangements must contact the District and request, in writing, either a weekly or bi-weekly repayment schedule or a 12-month amortization plan. This letter must include the following:

- (a) Customer's name, address and account number
- (b) Requested payment alternative
- (c) Signature and date

(v) The District will review this application for payment and re-issue a copy of the original bill to the customer with repayment amounts and payment commencement date.

(vi) **Medical Necessity and Financial Hardship:** Water service to an account will not be terminated if the customer of record meets all three of the following conditions:

- (a) The customer of record is willing to enter into an alternative payment arrangement outline in (iii) above;
- (b) A Primary Care Provider (General Practitioner, Obstetrician/Gynecologist, Pediatrician, Family Practice Physician, Primary Care Clinic, Hospital, or Outpatient Clinic) certifies that the termination of service will be life threatening or pose a serious threat to the health and safety of any resident of the premises where water service is provided; and
- (c) The customer of record can demonstrate that the household income is less than 200% of the Federal Poverty Level either through financial documents or through participation in

CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children by any member of the household.

(vii) **Termination of Service:** In the event that an account has not made alternative repayment arrangements or meets the conditions of section (iv) above, the District will terminate service 60 days after the billing date. The service termination timeline will be:

- (a) On or around the 32nd day after the billing date: telephone notification of imposition of the late fee;
- (b) On or around the 45th day after the billing date: letter of late fee and intent to terminate service issued to customer of record. This letter shall state:
 - i. Customer's name, address and account number
 - ii. Past due amount
 - iii. Date by which payment or payment arrangements are required to avoid service termination
 - iv. Description of alternative payment options
 - v. Description of the process to dispute or appeal a bill
 - vi. District telephone number and website to District policies.
- (c) On or around the 52nd day after the billing date: door tag indicating the date of service termination hung on the premises;
- (d) On or around the 61st day after the billing date: termination and lock-out of water service and reconnection fee assessed (see [Appendix C](#) for reconnection charge).

(viii) **Notice to Residential Tenants / Occupants:** The District will make a reasonable, good faith effort to inform the occupants or property managers, by means of written notice to the service address, when the water service account is in arrears and subject to termination at least 7

days before water service is shut off. The written notice will advise the tenant/occupant that they have the right to become customers of the District without being required to pay the amount due on the delinquent account, as long as they are willing to assume financial responsibility for subsequent charges for water service at that address. The District will assess the fitness of a new customer of record and may refuse service at its discretion. A tenant assuming the responsibility of an account will not be charged the past due amount but will be responsible for paying a deposit for service.

~~(ix)~~ **Reconnection Charge:** In any case where the District has discontinued the service of water to a customer for nonpayment of bills said customer shall not receive such service until and unless, the customer satisfies all requirements of these Rules and Regulations, pays to the District a fee to cover the administrative costs for such reconnection (See Appendix C for charges) and pays all past due charges and penalties. The customer will be required to pay the reconnection administrative charge if the past due amount is not paid by 7:00 a.m. on the shut off date.

Per compliance with SB 998, ~~the~~ reconnection charge for customers demonstrating that the household income is less than 200% of the Federal Poverty Level shall not exceed \$50.00 during business hours or \$150.00 during evenings and weekends. ~~(see Appendix C for the District's reconnection fees.)~~

~~(ix)~~~~(x)~~ **Failure to Comply With Alternative Payment Arrangements:** In the event that a customer fails to meet an agreed-upon payment schedule (section iii), an account will be deemed delinquent beginning the date of the first missed payment and subject to termination of service 5 business days after notification.

~~(ix)~~~~(xi)~~ **Contact Information:** A customer wishing to appeal a water bill or make alternative payment arrangements can contact the Billing Department at (805) 684-2816 ext. 105.

~~(ix)~~~~(xii)~~ **Disputed Bills and Monetary Penalties:** A customer may request a review of their water bill or other penalty in accordance to Rule 15 of the

District's Rules and Regulations. The District will not begin service termination procedures while a bill is being appealed or disputed.

~~(xii)~~(xiii) **Notification of Terminated Service:** The District will provide a summary of terminated service connections on its website <https://cvwd.net/customer-service/billing/terminated-services/> and provide a written and verbal report to the Board of Directors during the first meeting of the Board at the beginning of the fiscal year.

~~(xiii)~~(xiv) **Other Unpaid Bills Within the District:** The District may discontinue or refuse to provide service to a customer at any new location who fails or refuses to pay any bill for service rendered at any former location within ninety (90) days after said bill for service at a former location has been presented at the address given by said customer on the application for service at said new location. Such accounts shall be subject to all other conditions outlined in [Rule 13](#). (2) above.

- e. **Unsafe Apparatus or Appliances:** The District shall have the right to refuse or discontinue service of water to a customer if said customer's service apparatus or appliances or any part thereof shall at any time be deemed by the District to be unsafe or unfit for the service of water. The District may also refuse or discontinue the service of water to a customer if the use of said customer's apparatus or appliances for the service of water is prohibited or forbidden under the authority of any State, City, County or Municipal law, statute or ordinance, now or hereafter in existence, and the customer shall not be entitled to service of water until such time as he or she has put the apparatus or appliances in a condition deemed safe by the District or has complied with all of the same laws, statutes or ordinances, as the case may be.

Each customer shall be responsible for keeping their service apparatus and appliances in a safe and sound condition and in compliance with all applicable laws, statutes and ordinances. There shall be no obligation or duty upon the District to inspect said apparatus and appliances and the action of the District in serving water to a customer does not constitute a representation by the District that the customer's apparatus or appliances are in a safe condition and comply with all of the applicable laws, statutes and ordinances.

The District may also deem conditions that limit access to District meters and appliances to be unsafe and, therefore, be grounds for discontinuance of service. (See Rules [17](#) and [24](#).)

- f. **Use of Service Apparatus or Appliances Detrimental to Other Customers:** The District may refuse or discontinue the service of water to any customer who has apparatus or appliances, the operation or utilization of which would be detrimental to or would interfere with the serving of water to other customers.

- g. **Violation of Rules and Regulations:** Violation of any of the Rules and Regulations of Carpinteria Valley Water District shall constitute grounds for the District to discontinue service of water to said customer.

- h. **Notice:** Except as otherwise herein provided, the District will not discontinue service to any customer without first giving said customer written notice of said discontinuation, including the reasons therefore and a reasonable time, as determined by the District, within which to remedy, cure or contest the facts upon which the discontinuation is based.

- i. **Door Tag Notice:** If an account is past due the District will not discontinue service without first hanging a door-tag at the service property. The door-tag will state the shut-off date and the amount that must be paid to avoid shut off. The District will charge for processing this door tag in the amount as shown in the District's annual fee table in [Appendix C](#). Said fee will be assessed on a customer's account as of the penalty date and time shown on the Disconnect Notice, regardless if payment is received prior to the door-tag being delivered to the customer's property.

In the event that the District receives a Request for Discontinuance of Service and has not yet received a Request for Service the District will hang a door-tag giving the new occupant 24-hours to contact the District before service is discontinued.

Notwithstanding [Rule 13](#) above, the District may, without notice, discontinue the service of water to any customer in any case where the District determines, in its sole discretion, that continuation of service would result in a waste of water or would

constitute or create an immediate danger or hazard to either the customer or the District, or both.

14. RECONNECTION CHARGE

~~In any case where the District has discontinued the service of water to a customer for nonpayment of bills or for other violation of these Rules and Regulations, said customer shall not receive such service until and unless, the customer satisfies all requirements of these Rules and Regulations, pays to the District a fee to cover the administrative costs for such reconnection (see Appendix C) and has paid their past due balance. The customer will be required to pay the reconnection charge if the past due amount is not paid by 7:00 a.m. on the shut off date.~~

15. DISPUTED BILLS AND MONETARY PENALTIES

- a. In the event that a customer disputes or denies the accuracy of any bill, or requests reduction in payment due to a leak or some other similar problem on the customer side of the meter, the following procedure shall be followed:

~~(1) A customer must give notice to the District of an error in or request for reduction of their bill. Failure of a customer to give notice to the District shall constitute a waiver of any error or request for reduction by said customer and the bill shall be deemed correct and final as presented. The District will comply with the Government Claims Act when reviewing all bill disputes.~~

~~(1)~~(2) The customer shall deposit with the District an amount as determined by the District based on the normal average amount of water metered for the period in question (and associated meter charges) within the time required by [Rule 13](#) hereof and shall accompany said deposit with a written statement that said customer believes the bill to be in error or in excess of normal usage due to a leak or some other similar misfortune and briefly stating the reasons for believing said bill is in error or that due to circumstance beyond the customer's control some reduction should be provided.

~~(2)~~(3) The District will, upon receipt of said deposit and statement, give written notice to said customer that his or her bill will be considered by the Board of Directors of the District at the next meeting of the Board of Directors which next meeting shall not be sooner than 7 days after the giving of said statement by the District to said customer.

~~(3)~~(4) At said meeting of said Board, the customer may appear in person or by his representative, and present whatever evidence he or she may have concerning the alleged error in his or her bill or basis for requested relief and the Board shall give its decision not later than ten (10) days after the conclusion of said meeting.

~~Failure of a customer to give notice to the District of an error in or request for reduction of their bill within ten (10) days of receiving said bill, shall constitute a waiver of any error or request for reduction by said customer and the bill shall be deemed correct and final as presented.~~

~~(4)~~(5) A request for reduction in a bill due to a leak or some other similar problem occurring on the customer side of the meter, subject to fulfillment of all of the requirements of this rule, may, after Board of Directors review, and within the Board of Director's sole discretion, be favorably granted by the Board of Directors as follows:

- (i) A credit ~~of 25% of the charge for the amount of water metered in excess of the 4-year average amount of water metered~~ for the month in question ~~as determined by the District~~ may be applied to the customer's account after a Water Audit is completed by the District. See Appendix C for the methodology for calculating the credit.
- (ii) A three-month period of time may be allowed for payment of the total amount of the bill, less the ~~25%~~ adjustment.

~~(5)~~(6) The Manager, at the Manager's discretion, may provide a credit ~~of 25%~~ to the customer's account, if calculated to be less than \$150, without forwarding the request for reduction to the Board of Directors, and after a Water Savings Survey is completed by the District.

~~(6)~~(7) The Customer must sign up for EyeOnWater <https://eyeonwater.com/signin> (if not already enrolled) to receive bill credit, due to a leak or some other similar problem, from the District.

b. In the event that a customer of record wishes to dispute monetary penalties the following procedure shall be followed:

~~(7)~~(1) The customer of record shall pay all monetary penalties and water-service charges and keep their account in good financial standing;

~~(8)~~(2) The customer of record shall provide written documentation to the District detailing their dispute and providing a reason for the monetary penalty to be waived;

~~(9)~~(3) The General Manager or Assistant General Manager District will review the circumstances associated with the monetary penalty and make a determination of whether the waiver is granted or not and notify the customer of record;

~~(10)~~(4) In the event that a waiver is not granted by the General Manager or Assistant General Manager, the customer of record may in writing appeal further to the Board of Directors.

16. RECORDS REPRODUCTION FEE

Individuals or organizations requesting digital records and data are required to pay a deposit toward estimated costs. Any unused deposit money will be credited back to the applicant. The District, at the Manager's discretion, may require that an outside service provider complete the request. Estimated costs are provided in Appendix C.

~~At the Manager's discretion, a per-page charge must be paid upon receipt of 10 or more copies of letter and/or legal size records made in-house as requested (see Appendix C). For requests in excess of 25 photocopies the District reserves the right to require, at the discretion of the Business Manager, that an outside service provider perform the requested copying at the expense of the person making the request.~~

~~Reproduction of blueprints, maps and similar documents will be provided by the District as follows: Fees for blueprints, maps, etc. must be paid equal to the fee billed to the District for the service provided by an outside service provider upon receipt of the reproductions by the person requesting the copies. Fees for maps and similar products that the District can reproduce will be charged based on reproduction costs (see Appendix C).~~

~~The District may also charge for the duplication of video recordings of meetings. These charges will reflect the cost of video / digital media and any specialized computer software that may be necessary for duplication (see Appendix C).~~

~~Requests for digital records and data can usually be met without charge. At the Manager's discretion, data manipulation and conversion requiring an hour or more of staff time may be assessed at a rate of cost plus 55% overhead for equipment and cost plus 85% overhead for labor 55% for labor and equipment. Individuals or organizations requesting digital record and data are required to pay a deposit toward estimated costs. Any unused deposit money will be credited back to the applicant.~~

17. METERS AND APPLIANCES

- a. **Meters and Appliances:** All meters and appliances (such as meter boxes, valves, radios, external antennas etc.) installed by the District upon the customer's property for the purpose of delivering water to the customer shall be the property of the District, and may be repaired, replaced or removed by the District at any time. No customer may refuse the installation of any type of water meter for any reason.

Customers may opt-out of the installation of any radio transmitter associated with meter reading after completing an application for opt-out and payment of any associated fees and charges. (See [Appendix C](#) and [Appendix J](#).)

Meters and appliances must be accessible to the District or its duly authorized agents at all times. Barriers to access – including but not limited to fences, landscaping, gates, locks, vehicles, equipment, dogs or other animals or refuse will be reported to the customer and required to be corrected immediately. Should a condition limiting access remain, the District reserves the right to discontinue service after giving written notice to the customer via certified mail with return receipt. Service may be discontinued seven days after customer receipt of written notice and remain discontinued until such time as the condition limiting access has been modified or removed and access is deemed safe and acceptable by the District.

Except as herein otherwise provided, no rent or other charge shall be made by the customer against the District nor by the District against the customer for placing or maintaining said meters and appliances upon the customer's premises. The customer shall exercise reasonable care to prevent the District's meters and equipment from being injured or destroyed. In the event customer identifies any defect in the meter, customer shall notify the District thereof immediately.

The District shall have the right to remove any and all of its facilities installed on customer's premises at the termination of the service.

- b. **Meter Installation:** All meters and appliances shall be installed by the District. Meters, wherever practicable, shall be placed in suitable meter boxes located in the parkway adjacent to the curb line. When it is not practicable to place meters in the parkway, the meters shall be installed in some convenient place approved by the District upon the customer's premises, in an approved easement, and in a location

that is at all times accessible for inspection, reading and testing. The District shall not install submeters. The District shall not use customer installed submeters for its metering or billing.

- c. **Meter Tampering**: The customer shall not make or maintain any by-pass or other connection between the meter and the District's main. The customer shall not tamper with the meter or any other appliance or interfere with the operation of the meter or appliances in any manner or for any purpose. Penalties for tampering with a meter or appliances or bypassing a meter may include, but are not limited to, tampering fines and penalties, fees for unmeasured water consumption, meter and appliance replacement costs and labor, criminal prosecution and disconnection of District water service. The District will add tampering fees to the customer's monthly bill unless the account is closed in which case the District will bill the customer separately (see [Appendix C](#)).

- d. **Accounts per water service connection.**

In all cases in which water is to be served to a building occupied by multiple accounts, independent services to the curb line must be provided for each independent customer.

- (1) Santa Barbara county code Section 14-23.080 and California Plumbing Code Section 608.8 adopted by the City of Carpinteria require each dwelling unit within a multi-family residential building to be separately metered for water service.
- (2) Santa Barbara county code Section 14-23.090 and the City of Carpinteria Municipal code Section 13.08.240 requires each tenant in a commercial, industrial, or institutional buildings to be separately metered for water service unless this requirement is waived by the District for good cause.
- (3) For example, a development is proposed to include four residential condominiums and three commercial stores. The proposed development would require seven appropriately-sized service connections in addition to any fire service connections deemed necessary by the responsible agency.

In all cases in which water is to be served to a parcel with multiple residential dwelling units, independent services to the curb line must be provided for each residential dwelling unit except as follows:

(1) residential dwelling units on agricultural parcels; or

(i) accessory dwelling units as defined d below.-

- e. - **Accessory Dwelling Units:** District rules and regulations shall comply with California and local requirements regarding Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU).

ADUs / JADUs constructed either within an existing building envelope or in a new permitted structure, will not be required to be independently metered, nor will the ADU/JADU be subject to Capital Cost Recovery Fees (CCRF). However, all ADU / JADU developments will be required to meet District and local agency requirements for hydraulic capacity of service, including service line capacity, water meter capacity and if applicable fire sprinkler capacity. In the event that ADU / JADU developments require increased service or meter capacity, costs associated with increased service will be applied as described in Rules 9 and 10 and [Appendix D](#).

The District will consider ADUs with a footprint of 750 square feet or more as separate dwelling units from the main structure. The District will reclassify accounts with ADUs of 750 sqft or greater as Master Meter Residential accounts and these accounts will be subject to the rates and charges associated with this account class. The District will not consider JADUs or ADUs with a footprint of less than 750 square feet as separate dwelling units. The District will not reclassify accounts that add an ADU / JADU of less than 750 square feet.

- f. **Irrigation Meters:** Facilities for irrigation of new and existing parks, medians, landscaped public area, lawns or gardens surrounding condominiums, townhouses, apartments, and industrial parks shall be designed and installed in such a way to conserve water. The rate and extent of water application shall be controlled by the owner so as to minimize water usages.

Dedicated landscape water meters are required for residential landscapes over 5,000 square feet, non-residential landscapes over 1,000 square feet, and shared landscaped common areas. Dedicated landscape meters must be installed by the District, be on a dedicated service line and be installed with approved backflow prevention.

In most cases the irrigation meter shall be sized based on the peak flow through a single valve of the irrigation system (i.e. highest producing valve). However, the District reserves the right to further evaluate the system and to select a meter size that best meets the needs of the system. The meter size may be based on multiple valves, branches of the system , square footage, or as deemed most appropriate by the District.

Appendix A
Water Rates and Charges

*Proposed **Water Rates** and **Monthly Service Charges** effective July billing period*

Table I

Water Rates (unit cost)			
<i>1 unit = 100 cubic feet (HCF) or 748 gallons</i>	Base \$/HCF	Pressure Zone I \$/HCF	Pressure Zone II \$/HCF
Residential, Multi-family, Master Meter, Landscape			
Tier 1	\$4.82	\$5.18	\$5.53
Tier 2	\$5.01	\$5.37	\$5.72
Tier 3	\$5.92	\$6.28	\$6.63
Commercial, Industrial, Public Authority, Hospitality			
Base	\$4.84	\$5.20	\$5.55
Peak	\$5.85	\$6.21	\$6.56
Agricultural Irrigation			
Uniform	\$2.29	\$2.65	\$3.00
Residential Equivalency Fee	\$24.19	Per month	
Temporary			
Uniform	\$5.09	\$5.45	\$5.80
Fire			
Uniform	\$4.84		

Table II

Monthly Basic and State Water Project Charges			
Meter Size	Basic	SWP	Total
3/4"	\$10.30	\$36.36	\$46.66
1"	\$13.85	\$60.60	\$74.45
1 1/2"	\$22.73	\$121.19	\$143.92
2"	\$33.38	\$193.89	\$227.27
3"	\$67.13	\$424.12	\$491.25
4"	\$116.86	\$763.41	\$880.27
6"	\$235.86	\$1,575.28	\$1,811.14
Multi-family – Individually Metered	\$10.30	\$16.95	\$27.25
Master-Metered	By Meter Size	\$16.95	
Hospitality	By Meter Size	\$9.24	

Table III

Monthly Capital Improvement Program (CIP) Charge		
Rate	\$6.00	per HCF
Minimum	\$24.00	4 HCF
Maximum	\$1,500.00	250 HCF

Table IV

Meter Size	Monthly O&M Charge
3/4"	\$45.50
1"	\$75.82
1 1/2"	\$151.63
2"	\$242.61
3"	\$530.69
4"	\$955.23
6"	\$1,971.10

Table V

Monthly Fire Service Charges	
Fireline Size	Charge
2"	\$13.07
3"	\$28.47
4"	\$55.06
6"	\$150.47
8"	\$315.03
10"	\$562.57

Table VI a

1 unit = 100 HCF or 748 Gal	Variable Drought Rates	
	STAGE 1 \$/HCF	STAGE 2 \$/HCF
Residential, Multi-family, Master Meter, Landscape		
Tier 1	\$0.23	\$0.54
Tier 2	\$0.24	\$0.56
Tier 3	\$0.28	\$0.66
Commercial, Industrial, Public Authority, Hospitality		
Base	\$0.24	\$0.54
Peak	\$0.28	\$0.65
Agricultural Irrigation		
Uniform	\$0.11	\$0.26
Temporary		
Uniform	\$0.25	\$0.56
Fire		
Uniform	NA	NA

Table VI b

Meter Size	Fixed Drought Rates	
	STAGE 1	STAGE 2
3/4"	\$5.43	\$11.17
1"	\$9.06	\$18.62
1 1/2"	\$18.10	\$37.23
2"	\$28.95	\$59.56
3"	\$63.31	\$130.27
4"	\$113.95	\$234.48
6"	\$235.14	\$483.85

Water Rates & Charges Notes & Definitions

Water Rates refer to the unit cost of water. One unit is defined as 748 gallons or 100 cubic feet (HCF) of water.

Pressure Zone I refers to connections served by Gobernador Reservoir.

Pressure Zone II refers to connections served by Shepard Mesa Tank.

Table I - Notes on Water Rates

For **Commercial, Industrial, Public Authority, and Hospitality** accounts the structure of the rates are unchanged and are as follows:

The **Base Tier** is based on the 5-year (December to March) water consumption by account and/or dwelling unit.

The **Peak Tier** pricing applies to all consumption in excess of the Base Tier.

For **Agricultural** accounts the structure of the rates is unchanged and are as follows:

All water is charged at a uniform rate.

Agricultural customers with residential units pay a **Residential Equivalency fee** that covers drinking water treatment related costs equivalent to 9 units per month.

For **Residential** accounts the structure of the rates is unchanged and are as follows:

Tier 1 is based on efficient indoor use for a three-person household.

Tier 2 is based on average summer use (June to September) of the Residential class.

Tier 3 pricing applies to all consumption in excess of Tier 2 use.

Table II - Notes on Basic and State Water Project Charges

The Basic component funds costs associated with meter maintenance, customer service, and billing. The State Water Project component funds 100% of the District's SWP debt obligation. Implementation of these monthly service components varies by meter size account class.

For all individually metered dwelling units or structures, the Basic component and SWP component charges vary by meter size.

For all dwelling units classified as Multi-Family (MFR) (i.e., individually metered) the SWP component is adjusted to the service level of approximately half of a $\frac{3}{4}$ " meter. The Basic component is equal to the full charge on a $\frac{3}{4}$ " meter.

For all dwelling units classified as Master Meter Residential (MMR) the SWP component is adjusted to the service level of approximately half of a $\frac{3}{4}$ " meter per dwelling unit. The Basic component for master meter accounts is charged by meter size.

For all dwelling units classified as Hospitality the SWP component is adjusted to the service level of approximately $\frac{1}{4}$ of a $\frac{3}{4}$ " meter per dwelling unit. The Basic component for master meter accounts is charged by meter size.

Table III - Notes on Capital Improvement Program (CIP) Charges

The Capital Improvement Program or **CIP** charge pays the District's non-SWP debt obligations and capital project costs that help the District meet drinking water quality standards set by the United States Environmental Protection Agency and enforced by the California State Water Board. These charges are based on 5-year average monthly water use, subject to a minimum of 4 HCF and a maximum of 250 HCF per month.

Table IV - Notes on Agricultural Operation & Maintenance (AG O&M) Charges

The **AG O&M** charge appears only on the bills of agricultural accounts. This charge funds the portion of costs that are collected from other customer classes through the **CIP** charge. These charges fund non-SWP debt obligations and capital projects for repair and replacement of water system infrastructure that is necessary to maintain the District's level of service. These charges are based on meter size.

Table V - Notes on Charges for Fire Service

Charges for **Fire Service** recover costs associated with providing private fire protection. These charges are based on fire-line size.

Table VI - Drought Rates and Charges

The proposed rate structure will include **fixed and variable drought surcharges** for stage 1 and stage 2 drought conditions. These charges recover revenue losses from demand reduction, water supply costs related to groundwater basin recovery. Other drought related costs include variable costs associated with State Water deliveries, costs associated with the Lake Cachuma EFP Secure Pipeline Project, and costs associated with supplemental water supply purchases.

Appendix B
Capital Cost Recovery Fees

Effective June 12th 2024

WATER SERVICE
CAPITAL COST RECOVERY FEES

Per-dwelling unit	Meter Size				
	3/4 inch	1 inch	1 1/2 inch	2 inch	3 inch
<u>\$11,466</u>	<u>\$17,199</u>	<u>\$28,665</u>	<u>\$57,329</u>	<u>\$91,727</u>	<u>\$206,385</u>

FIRE SERVICE
CAPITAL COST RECOVERY FEES

Meter Size					
2 inch	3 inch	4 inch	6 inch	8 inch	10 inch
<u>\$11,466</u>	<u>\$25,798</u>	<u>\$45,863</u>	<u>\$103,193</u>	<u>\$183,454</u>	<u>\$286,646</u>

Appendix C

Miscellaneous Service Fees and Charges

Electronic Payment Fee	None	Rule 5
Telephone Payment Fee (IVR)	\$1.25 per transaction	Rule 5
Returned Check Fee	\$25.00 55.00	Rule 5
<u>Door Tag Fee</u>	\$27.00	Rule 13
<u>Late Fee</u>	\$27.00 34.00	Rule 13(d)/ 13(i)
<u>Reconnection Administration Fee</u>	\$37.00 61.00	Rules 14/ 22/ 29
<u>Customer deposit</u>	Deposit is equal to twice the estimated average bill for the account class rendered. Deposit is equal to twice the estimated average bill for the account class rendered.	Rule 4 & Rule 6
<u>Deposit for water system extension; Deposit for service connection; Deposit for installation, downsizing, modification, removal of meter</u>	Deposit is cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor.	
	Materials & outside services Cost plus 40%	Rule 7, Rule 8
	Equipment Cost plus 55%	
	Labor Cost plus 85%	
<u>Meter Downsizing Deposit</u>	Deposit is cost plus 40% basis for materials and outside services; cost plus 55% for equipment and cost plus 85% for labor.	Rule 7(d)
<u>Digital records request or data manipulation and conversion</u> (requiring one hour or more of staff time)	Charge is cost plus 55% overhead for equipment and cost plus 85% overhead for labor.	Rule 16
<u>Lifeline Credit</u>		Rule 6
	Residential & Multi-Family customer classes Credit is 20% of total monthly service charge.	
	Mater Meter customer class Credit is 20% of the per dwelling unit monthly service charge.	
<u>Bill credit</u> (for problem on customer side of meter)	Credit is 25% of the charge for the amount of water metered in excess of the 4-year average amount of water metered.	Rule 15
<u>Charges</u> Deposit for water system extension or service connection; meter		Rule 7, Rule 8
<u>Deposit for installation, downsizing, modification, or removal of meter</u>		
<u>Overhead rates</u>		Rule 7, Rule 8

<u>Materials & outside services</u>	<u>Cost plus 40%</u>
<u>Equipment</u>	<u>Cost plus 55%</u>
<u>Labor</u>	<u>Cost plus 85%</u>

Pumping Surcharge

Rule 8(h)

<u>Pressure Zone I</u>	<u>connections served by Gobernador Reservoir</u>	<u>\$0.23 per 100 cubic feet</u>
<u>Pressure Zone II</u>	<u>connections served by Shepard Mesa Tank</u>	<u>\$0.47 per 100 cubic feet</u>

Meter Installation / Removal Deposits

Rules 7(e)/ 9(a)

<u>Deposit by Meter Size</u>	<u>Deposit</u>	<u>Rules 7(e)/ 9(a)</u>
<u>Meter Size</u>		
3/4" & 1"	\$ 23,000.00	
1 1/2" & 2"	\$ 30,000.00	
greater than 2"	As determined by Manager	

Fire Sprinkler Outlet Deposits

Rule 9(a)

<u>Deposit by Fire Sprinkler Outlet Size</u>	<u>Deposit</u>	<u>Rule 9(a)</u>
<u>Outlet Size</u>		
4"	\$ 35,000.00	
6"	\$ 40,000.00	
8"	\$ 46,000.00	
greater than 8"	As determined by Manager	
fire hydrant	\$ 48,000.00	

Deposit by Meter Test Size

Rule 18

<u>1" or less</u>	<u>\$295.00</u>
<u>Over 1"</u>	<u>\$425.00</u>

Deposit for Temporary Service

Rule 21(e)

<u>Connection Fee</u>	<u>\$75.00</u>
<u>Relocation Fee</u>	<u>\$35.00 per move</u>
<u>Deposit</u>	<u>As determined by Manager</u>

<u>Quit Claim Deposit</u>	<u>\$1,000</u>	
<u>Residential Equivalency Fee (REQ)</u>	<u>\$26.08 per month</u>	<u>Rule 11(a)</u>
<u>Door Tag Fee</u>	<u>\$27.000</u>	<u>Rule 13</u>
<u>Late Fee</u>	<u>\$27.00</u>	<u>Rule 13(d)/ 13(i)</u>
<u>Reconnection Administration Fee</u>	<u>\$37.00</u>	<u>Rules 14/ 22/ 29</u>
<u>Other customers</u>	<u>\$37.00</u>	<u>Rules 13/14/ 22/ 29</u>
<u>Records Reproduction Fee</u>	<u>\$0.50 per page</u>	<u>Rule 16</u>

		\$5.00 per map page	
		\$5.00 per video / dvd	
<u>Photocopies of letter or legal size documents</u>	10-25 pages; in-house	\$0.50 per page	
	More than 25 pages	Third party cost	
<u>Reproduction of blueprints, maps and similar documents</u>		\$5.00 per map page (in house) or third party cost	
<u>Duplication of video recordings</u>		\$5.00 per video / dvd plus cost of specialized software, as needed	
<u>Data manipulation and conversion</u>	Requiring more than one hour of staff time	Cost plus 55% overhead for equipment and cost plus 85% overhead for labor.	
Meter Tests Deposit			Rule 18
	<u>Meter Size</u>	<u>Deposit</u>	
	1" or less	\$295.00	
	Over 1"	\$425.00	
Temporary Service Connection Fee		\$75.00	Rule 21(e)
	<u>Connection Fee</u>	\$75.00	
	<u>Relocation Fee</u>	\$35.00 per move	
	<u>Deposit</u>	As determined by Manager	
Temporary Service Relocation Fee		\$35.00 per move	Rule 21(g)
Temporary Service Deposit		As determined by Manager	Rule 21(b)
Non-emergency after hours response		\$268.00	Rule 34
Tampering Fee		\$500.00	Rules 17(c) / 22
Lien Recording Fee		\$4.0045.38	Rule 36(a)
Lien Release Fee		\$31.00	
AMI Transmitter Opt-out Fee		\$36.35	Rule 17(a)
Monthly meter reading charge		\$10.05	
<u>Water waste charges</u>			
	1 st leak violation	\$25.00	Rule 29
	2 nd leak violation	\$100.00	
	Subsequent leak violations	\$500.00 per violation	
Equipment & Fuel Charges			Rules 7/ 8 / 9
		Equipment charges	Fuel charges
Back-hoe	\$ 63.00	per hour	\$6.00 per day
Compressor & tools	\$ 250.00	per day	\$6.00 per day
Crew truck	\$ 64.00	per hour	\$6.00 per day
Concrete saw	\$ 240.00	per day	\$6.00 per day
Dump truck	\$ 73.00	per hour	\$6.00 per day
Generator	\$ 69.50	per day	\$6.00 per day

Pick-up truck	\$ 25.00	per hour	\$6.00	per day
Skid-steer	\$ 35.00	per hour	\$6.00	per day
Tapping tool	\$200.00	First tap + tool		
	\$100.00	each additional tap		
Traffic control devices	\$150.00	per day		
Trash pump	\$ 220.00	per day	\$6.00	per day
Whacker / compactor	\$ 130.00	per day	\$6.00	per day
Vacuum truck / trailer	\$ 64.00	per hour	\$6.00	per day
Boring tools	\$ 300.00	per day		
Light tower	\$ 200.00	per day	\$6.00	per day
Steel Traffic Plates:				
8'x10'x1"	\$32.00	per day		
6'x 8'x1"	\$20.00	per day		
5'x 8'x1"	\$20.00	per day		
Vacuum Trailer	\$48.80	per day		
Concrete Mixer	\$4.20	per hour		

Equipment charges based on Cal Trans / contractor rates.

PROCUREMENT POLICY

1 INTRODUCTION

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

Purchases made on behalf of the District should minimize cost to the extent practicable, but the final decision to award to a particular vendor must be carried out on the basis of obtaining best possible value for the District.

2 AUTHORITY

Purchase approval authority for procurements made on behalf of Carpinteria Valley Water District shall be delegated in relation to the value of the procurement, the nature of the material or service procured and term of the agreement or contract.

2.1.1 Up to \$20,000

The General Manager has approval authority for purchases of goods and services made on behalf of Carpinteria Valley Water District up to a maximum of \$20,000.

The General Manager may further delegate authority for approving purchases as necessary to ensure efficiency and effectiveness of District Operations.

2.1.2 Greater than \$20,000

The Board of Directors shall approve all purchases of services and supplies totaling \$20,000 or more, except that the General Manager may make emergency procurements of supplies and services in excess of \$20,000 without bids to protect the health, safety or property of private individuals and public entities (refer to Exceptions, Section 6).

3 VENDOR GUIDELINES

3.1.1 Vendors

All vendors shall submit a W-9 prior to receipt of first payment by check. District payment terms are net 30 unless otherwise agreed upon by the Assistant General Manager.

Certificates of Insurance and Additional Insured Endorsements and other documentation specified in the Standard Services Contract shall be obtained for all contracted services.

Staff is encouraged to use local vendors in meeting the District's needs for supplies and services.

4 PROCUREMENT GUIDELINES

4.1.1 Funding

Sufficient budgeted funds must be available for all procurements. If sufficient funds are not available, refer to procedures for reallocating budgeted funds and for using reserves to increase budgets.

4.1.2 Procurement Documentation

Purchase order, price quotation and bid requirements are specified in relation to the value of the procurement. In general, purchases of goods and services greater than \$5,000 (excluding tax, shipping and handling) require a purchase order and price quotations. Refer to the documentation matrix below and to the exceptions in Section 6.

4.1.3 Purchasing Organizations

Staff will make use of purchasing organizations with purchasing power when applicable.

4.1.4 Contracts Documentation

Contract documentation requirements are specified in relation to the nature, value and duration of services. In general, all contracts greater than \$20,000 or for a duration greater than 12 months require approval from the Board of Directors. Refer to the documentation matrix below and to the exceptions in Section 6.

Contract change orders:

- a. If contract is designated as Not to Exceed (NTE), change orders require board action. If change order occurs during contracted service or project and advance notice was not possible, board action item will be in form of a ratification. Refer to Emergency Event section 6.1.1.1.
- b. If contract is not designated NTE, budget authorization follows standard procurement guidelines. Refer to Documentation Matrix 5.1.3.
- c. Contract language regarding change authorization governs the processing of change orders. If language differs from this policy, Assistant General Manager will determine appropriate course of action.

4.1.5 Standard Contract

Contracts for services shall include the provisions contained in the District's standard contract. Exceptions to these provisions shall receive preliminary approval by General Manager, and, subject to the favorable opinion of legal counsel, shall be approved by the Board of Directors.

4.1.6 Professional Services Selection Standards

Federal and state qualification-based selection standards for professional Architects and Engineers apply.

4.1.7 Competitive Bids

Construction projects of significant size, generally greater than \$100,000, will be awarded via a competitive bid process and documented with the use of a project contract. A project contract will be used when no other procurement document is appropriate and when the contract contains specific responsibilities for a major component of the District's work and where each party is seeking terms and conditions that will protect both parties. The project contract should clearly describe the scope of work, the rate and compensation, the period of performance, deliverables, and terms of the agreement. The District's standard contracts language shall be used, with exceptions requiring the favorable opinion of legal counsel.

4.1.8 Subdividing Procurements

Dividing procurement of goods or services into smaller component purchases in order to avoid the provisions of the policy is prohibited. Procurements may only be divided for scheduling or other needs of a project such as long lead times for equipment, or to accommodate fiscal year budgetary constraints.

4.1.9 Changes to Procurement Amounts

Changes to procurements of goods or services **not governed by contract and** that were initially greater than \$20,000 or, due to changes, will be greater than \$20,000 in total, must be approved by the Board of Directors. The General Manager shall approve such changes when the total procurement amount is less than \$20,000. If the changes require immediate authorization, refer to item 6.1.1.1, *Emergency Events*.

4.1.10 Capital Assets

Capital assets are land, buildings and related structures and systems, and other non-consumable equipment. Any capital asset expenditure in an amount of \$5,000 or more shall be capitalized and recorded to the appropriate capital asset account.

4.1.11 Utilities

No purchase order or bidding is required for utility services such as gas, electric, cable and phone.

4.1.12 Code of Ethics

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

4.1.13 CA Department of Industrial Relations (DIR)

All construction contracts shall adhere to California's DIR regulations. Project Managers are responsible for establishing projects in the DIR database and for ensuring regulations are adhered to. Refer to www.dir.ca.gov.

4.1.14 Customer Funded Construction Projects

If District staff is unable to provide the requested construction services in a timely manner, the requested services shall be contracted. These contracted services shall be subject to the provisions of the District's procurement policy.

5 PROCUREMENT INSTRUMENTS

5.1.1 Requisitions

Requisitions are the first step in the procurement process for purchases of goods or services that in total exceed \$5,000. The requisition shall clearly describe each item being purchased, the estimated procurement amount, the purpose or intended use of the goods or service and the accounts to be charged, as well as project number designations if appropriate.

5.1.2 Purchase Orders

Purchase orders are used for the purchasing and receipt of goods and services that total more than \$5,000 (with exceptions, refer to Section 6) and are managed electronically in the District's finance system. Purchase orders shall be obtained in advance of purchase of goods or services exceeding \$5,000.

The purchase order process begins with a requisition submitted by a department head, which is then approved by the Assistant General Manager, followed by approval from the General Manager, after which the Purchase Order is generated. Refer to Procurement Procedures for more detail.

5.1.3 Documentation Matrix

Purchases of Supplies, Equipment and Non-Professional Services

Amount (excl. sales tax, S&H)	Procurement Instruments	Requirement	GM Pre-Approval	Board Pre-Approval
< \$5,000	Vendor Invoice or Check Request Form	Competitive procurement is	No	No
\$5,000 - \$20,000	Req/PO	3 Written Quotes	Yes	No
\$20,000 - \$100,000	Req/PO	3 Written Quotes	Yes	Yes
> \$100,000	Project Contract	Competitive Bidding	Yes	Yes

Purchases of Professional Services

Amount (excl. sales tax, S&H)	Procurement Instruments	Requirement	GM Pre-Approval	Board Pre-Approval
< \$20,000 and less than one year	Standard Contract, Proof of Professional Services Qualification	3 Written Quotes	Yes	No
> \$20,000 OR greater than one year	Standard Contract, Proof of Professional Services Qualification	3 Written Quotes	Yes	Yes

6 EXCEPTIONS TO PURCHASING PROCEDURES

6.1.1 Exceptions to Advance Authorizations

6.1.1.1 *Emergency Events*

The General Manager may make emergency procurements of supplies and services in excess of \$20,000 without bids to protect the health, safety or property of private individuals and public entities. In such cases of emergency expenditures above \$20,000, the Board of Directors must be notified as soon as possible of the emergency procurement and must ratify the procurement at the next regular Board meeting appropriating funds from either District Reserves or other budgeted items.

6.1.2 Exceptions to Three Price Quotations

6.1.2.1 *Procurement from Other Than the Lowest Cost Bidder*

While it is the desire of the Board of Directors to purchase supplies and services at the least cost to the District, there may be instances when the award of a purchase to other than the lowest cost vendor produces greatest value and is in the best interests of the District. District Staff should strive to:

- maximize the value received,
- use sources which will be responsive to the needs and timelines of District, and
- seek commonality in major equipment to minimize inventory and training costs.

6.1.2.2 Sole Source Procurements

In exceptional circumstances, the requirement to obtain a purchase order and to secure a minimum of three bids may be waived. An example of such a circumstance could be an urgent need for an emergency main line repair beyond the capabilities of existing District staff. Procurement of proprietary materials, inventory and office supplies greater than \$5,000 would require a purchase order, but not three bids.

A Price Quotations and Purchase Order Waiver form shall be attached to the requisition.

6.1.2.3 Non Responsive Vendors

The requirement to obtain a purchase order and to secure a minimum of three bids may be waived in the event that 3 responsive vendors cannot be located.

A Price Quotations and Purchase Order Waiver form shall be attached to the requisition.

6.1.2.4 Annual Transmission & Distribution Maintenance and Repair Contract

The General Manager will annually request bids for transmission and distribution maintenance and repair contract services and recommend a vendor for Board approval. Once approved, the General Manager or his designees may contract with the approved contractor for such services throughout the given year without the preparation of a purchasing requisition.

6.1.2.5 Procurement through Negotiation

While competitive solicitation is the preferred procedure to be used to purchase supplies and services, negotiation by the General Manager or his designee with a single vendor may be beneficial in some instances. Circumstances that might indicate negotiation include situations where competition does not exist (i.e. only one vendor is interested in providing the product or service) or where special economies may exist outside the competitive process (i.e. as when a contractor is already mobilized for another purpose).

A Price Quotations and Purchase Order Waiver form shall be attached to the requisition.

7 EXCEPTIONS TO PROCUREMENT INSTRUMENTS

7.1.1 Credit Cards

The General Manager, Assistant General Manager, District Engineer, Operations & Maintenance Manager (Managers), and Foremen are issued District credit cards and must sign a Credit Card Holder Agreement. Managers shall submit receipts and any other pertinent documentation with corresponding information about the purpose of a credit card expense. In addition, Foremen will have the Operations Manager approve purchase. Detailed receipts should be provided along with credit card signature receipts, so detail of purchase reflects the purpose of the expense. Purchases are subject to the \$5,000 requisition threshold.

Managers and Foremen shall not use credit cards for any purpose other than District approved business expense. To do so constitutes grounds for disciplinary action, up to and including termination. In addition, Managers must reimburse the District for such charges.

7.1.2 Petty Cash

A Petty Cash Fund of no more than \$275 shall be maintained in the Business Department under the control of the Accountant for the purpose of providing ready cash for expenditures under \$50.00, such as parking fees, food items for employee relations and meetings. It is possible for a District employee to purchase an item and be reimbursed by Petty Cash. The Petty Cash form with proper backups is signed by the supervisor and forwarded to the Accountant for payment.

7.1.3 Open Charge Accounts

Open Charge Accounts are established by the Business Department and a vendor. These accounts are designed to allow departments to purchase items by designated personnel. When a purchase is made from an Open Charge Account vendor, the signed invoice or receiving slip, with an appropriate account number is submitted to the Business Department for processing. Purchases using the Open Charge Account are limited to \$5,000; over \$5,000 requires a Purchase Order.

7.1.4 Miscellaneous Meals, Mileage and Other Expense Report

When a District employee uses a private vehicle for District business, the District will reimburse the employee at the rate set by the IRS for business use of an automobile. The reimbursement rate is adjusted annually by the Business Department. For meals, mileage and miscellaneous costs not directly attributable to conferences or training, such as travel to off-site meetings, should be recorded on the District's Travel Reimbursement Request Form.

7.1.5 Recurring Credit Card Charges / Subscriptions

Recurring credit card charges for subscriptions are authorized by the Assistant General Manager and the General Manager via issuance of a Recurring Charge Request Form.

8 INTERNAL CONTROLS

The General Manager shall establish a system of internal controls that provide an audit trail for all purchases and provide transparency in the procurement process:

- more than one person to be involved in each transaction, end-to-end,
- provide for prior approval of all procurements,
- require certification of receipt of the material, and
- result in reconciliation of the purchase order or other procurement authorizations with the invoice and final payment.

Additional detailed procedures are outlined in the District's Internal Controls Narrative.

9 BUDGETARY CONTROLS

Operating and capital expenditures are governed by Board-approved budgets prepared at least annually. Operating and capital budget statuses are reviewed monthly.

The Operating and Capital budgets can be modified by:

- Transferring budgets between Operating accounts;
- Transferring budgets between Capital projects;
- Transferring budgets between Operating and Capital project budgets; and
- Use of reserves

The Assistant General Manager and General Manager authorize all budget changes. Board authorizations are required as follows:

Reallocations within the Operating budget that are > \$20,000	Board information item required
Reallocations within the Capital budget that are > \$20,000	Board information item required
Reallocations that increase the Capital budget	Board approval action required
Use of reserves	Board approval action required

Appendix A: Purchase Order Example



CARPINTERIA VALLEY WATER DISTRICT

1301 Santa Ynez Avenue
 Carpinteria, CA 93013
 PH: (805) 684-2816
 FAX: (805) 755-2351

PURCHASE ORDER

PO Number: 18-1051 **Date:** 05/10/2018

Requisition #: 18-1051 **Vendor #:** 2369

ISSUED TO: MUNIQUIP SOCAL, LLC
 2024 OPPORTUNITY DRIVE
 SUITE 130
 ROSEVILLE, CA 95678-

SHIP TO: CARPINTERIA WATER DISTRICT
 Attn:
 1301 SANTA YNEZ AVE
 Carpinteria, CA 93013

ITEM	UNITS	DESCRIPTION	GL ACCT #	PROJ ACCT #	PRICE	AMOUNT
1	3	Chemical feed pumps	01-550-6802		2,320.00	7,499.40
2	3	DDA Pressure Relief & Back Pressure Valve	01-550-6802		230.00	743.48
Quantity-3 DDA 7.5-16 FCM-PVC/V/C-F 31U7U7BG Grundfos Chemical feed Pump						
Quantity-3 DDA Multi-Function Valve (Pressure Relief & Back-Pressure Valve)						

Authorized by: _____

SUBTOTAL:	7,650.00
TOTAL TAX:	592.88
SHIPPING:	0.00
TOTAL	8,242.88

Appendix B: Quote and/or PO Waiver Form

CARPINTERIA VALLEY WATER DISTRICT

PURCHASE ORDER / PRICE QUOTATIONS WAIVER REQUEST

NAME: _____ DATE: _____

REQUISITION #: _____ (IF REQUESTING PRICE QUOTATIONS WAIVER)

SUPPLIER: _____

AMOUNT: _____

WAIVER(S) REQUESTED: _____ PURCHASE ORDER
_____ 3 PRICE QUOTATIONS

REASON FOR WAIVER: _____ SOLE SOURCE (3 price quotations waived)
_____ EMERGENCY (PO waived, verbal quotation allowed)
_____ PROPRIETARY, USED OR AUCTION MATERIALS (PO required but 3 price quotations waived)
_____ OTHER

BRIEF DESCRIPTION OF WAIVER REQUEST:

POLICY:

If single item value is:

- < \$1,000 No purchase order required.
>= \$1,000 and < \$5,000 PO and three bids required unless waived. Bids may be verbal or written.
>= \$5,000 PO and three written bids required unless waived.

Appendix C

C.1 Professional Services Contract

Memo

To: Bob McDonald, General Manager
From: Greg Stanford, Operation & Maintenance Manager
Date: May 29, 2024
RE: Fiscal 2024/2025 On-Call Construction

Please review the attached summary of the subject project. This recommendation is for the Fiscal Year 2024/2025 On-Call Construction Services Contract. Throughout each fiscal year it is necessary for the District to outsource particular water distribution system repair and maintenance work; this circumstance can be the result of emergency work, skillsets, workload, or additional support staff. By entering into an on-call construction contract with qualified contractors the District will have gone through a competitive selection process and be able to maintain insurance requirements in the case of an emergency. In addition, on-call contracts can reduce response time and provide a higher level of service to our customers. A Request for Qualifications (RFQ) was developed with the following attributes emphasized:

- Licensure
- Longevity
- Certificate of Insurance
- Company's capabilities with specific examples similar to our requirements
- Proximity to the District
- Rate Sheet
- References

Qualifications were solicited on Wednesday May 8, 2024, from five regional contractors with a proven track record of installing water infrastructure for the District. The qualifications were due on Tuesday May 28, 2024, at 3:00 pm with the intent of the District selecting three contractors to provide options for reactionary work. By maintaining three contractors for on-call services the District will have options should one contractor be unable to respond or there are multiple projects occurring at one time. Three contractors submitted qualifications for the subject project. The following are the contractors who submitted qualifications:

- BSN Construction
- Elite General Engineering Inc.
- Torro Enterprises

Tierra Contracting, Inc.
5484 Overpass Rd
Santa Barbara, CA 93111

PROPOSAL



LIC# 416114
DIR# 100008320

Phone: (805) 964-8747
Fax: (805)964-4438

Proposal: 2024 044

Date: 5/31/2024

To:	Project:
CARPINTERIA WATER DISTRICT Attn: Brian King 1301 Santa Ynez Ave, Carpinteria CA, 93013	Water Main Extension Santa Claus Ln

This duly licensed company or individual **TIERRA CONTRACTING, INC. (License No. 416114)** Hereinafter called Contractor, agrees to construct in a good and workmanlike manner for Owner, furnishing all labor, material, tools and equipment therefore, the work as noted herein for the unit prices as set for the below:

SCOPE OF WORK

Water Main Extension Santa Claus Ln

Per plan sheet C-5 Water Improvement Plan STA 32+25 to STA 38+25. Tie into existing watermain at STA 38+03 and construct 500 LF of new 8in C900 DR14 watermain, roping under the existing Edison conduit dank, installing an 8" X 6" MJ X Flg tee with a 6" MJ X Flg resilient seat gate valve, 6" MJ Plug and Test Caps.

Proposal includes: Traffic Plan, Flaggers, Sawcut, Concrete and AC removal, haul off, all labor and equipment to construct 8in Water Main Extension, disinfection of new lateral, hydro test of new lateral, and tie in on east end, sand in the pipe zone, thrust blocks, 1 sack slurry backfill, with 2" of Temp AC paving.

Total Cost = \$161,675

General Bid Excludes: Fees, Plans, Permits, Staking, Landscaping, Soil Testing, Additional Move-ins, Responsibility for damage to all unknown/unmarked existing onsite utilities, Winterization of Project (Sediment Control-Strawbale Barriers around Catchbasins), Storm Water Protection Plan, all costs associated with contaminated soil or ground water.

Note: Due to fluctuating material cost our bids are good for 30 days after submission

Acceptance:

Tierra Contracting is hereby authorized to furnish and install the above equipment and materials at the price and under the terms and conditions as set forth above:

Owner

Date

TIERRA CONTRACTING, INC.

By 

BILL PARKER



CACHUMA OPERATION AND MAINTENANCE BOARD

Fisheries Committee Meeting

Thursday, June 6, 2024
9:30 AM

HOW TO OBSERVE THE MEETING

Join by Teleconference or Attend in Person

COMB follows Centers for Disease Control and Prevention (CDC), California Department of Public Health (CDPH) and local public health guidelines with respect to COVID-19 protocols and masking requirements, based on local conditions and needs. COMB will have available masks for use during public meetings.

Members of the public may observe the meeting as set forth below.

Join via Video Conference

<https://us02web.zoom.us/j/89440608055?pwd=WCTzenZGdERUaCtEK1NgejRCOC9NQOT09>

Passcode: 318072

Join via Teleconference

US +1 669 900 6833 Webinar ID: 894 4060 8055 Passcode: 318072

HOW TO MAKE A PUBLIC COMMENT

Any member of the public may address the Committee on any subject within the jurisdiction of the Committee Directors. The total time for this item will be limited by the Chair of the Committee. The Committee is not responsible for the content or accuracy of statements made by members of the public. No action will be taken by the Committee on any Public Comment item.

In person: Those observing the meeting in person may make comments during designated public comment periods.

By Video: Those observing the meeting by video may make comments during designated public comment periods using the “raise hand” feature. Commenters will be required to unmute their respective microphone when providing comments.

By Telephone: Those observing the meeting by telephone may make comments during the designated public comment periods by pressing *9 on the keypad to indicate such interest. Commenters will be prompted to press *6 to unmute their respective telephone when called upon to speak.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, if you need special assistance to review agenda materials or participate in this meeting, please contact the Cachuma Operation and Maintenance Board office at (805) 687-4011 at least 48 hours prior to the meeting to enable the Board to make reasonable arrangements.

CACHUMA OPERATION & MAINTENANCE BOARD

Fisheries Committee Meeting

Thursday, June 6, 2024

9:30 AM

AGENDA

Chair: Director Hanson
Alternate Member: Director Holcombe

1. Call to Order
2. Public Comment (*Public may address the Committee on any subject matter on the agenda and within the Committee's jurisdiction*)
3. U.S. Bureau of Reclamation - Proposed Draft Activities Agreement (*for information and possible recommendation*)
4. Draft Annual Monitoring Summary (*for information*)
5. Fish Passage and Habitat Enhancement Project - Sole Source Construction Contract (*for information and possible recommendation*)
6. Fisheries Division – Scope of Work/Professional Services Agreements for FY 2024-25 (*for information and possible recommendation*)
7. Update on Recent Fisheries Division Activities (*for information and possible recommendation*)
 - Field Observations
 - Coordination with CDFW
 - Coordination with Reclamation
8. Adjournment

NOTICE TO THE PUBLIC

Public Comment: The public is welcome to attend and observe the meeting via remote access. A public comment period will be included at the meeting where any member of the public may address the Committee on any subject within the Committee's jurisdiction. The total time for this item will be limited by the Chair.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Cachuma Operation & Maintenance Board (COMB) at 805 / 687-4011 at least 48 hours prior to the meeting to enable staff to make reasonable arrangements.

[This Agenda was posted at COMB offices, 3301 Laurel Canyon Road, Santa Barbara, CA and Noticed and Delivered in Accordance with Section 54954.1 and .2 of the Government Code.]