



**NOTICE OF REGULAR  
BOARD OF DIRECTORS MEETING  
2:00 P.M. WEDNESDAY, DECEMBER 20, 2023**

**BOARD OF DIRECTORS**

*Ed Lee, President; Bruce Kuebler, Vice President; Jack Curtis, Director; Laurie Lary, Director; Peggy Wiles, Director*

**The meeting will be held in person and via Zoom by phone & video conference. The meeting will be recorded. To attend/listen to the meeting please call Toll Free US 1 (888) 788-0099 or 1 (877) 853-5247  
Meeting ID: 822 1803 9151 Password: 964370 Zoom Link: [Zoom Link](#)**

**Right to be heard:** Members of the public have a right to address the Board directly on any item of interest to the public, which is within the subject matter jurisdiction of the Board. The request to be heard should be made immediately before the Board's consideration of the item. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of 54954.2 of the Government Code and except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under section 54954.3 of the Government Code.

**AGENDA**

1. CALL MEETING TO ORDER & FLAG SALUTE
2. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA (LIMIT 5 MIN / PER PERSON)
3. CONSENT AGENDA:
  - A. MINUTES OF REGULAR MEETING NOVEMBER 15, 2023
  - B. PAYMENTS & CHECKS FOR NOVEMBER
  - C. FINANCIALS FOR SEPTEMBER & OCTOBER
4. 2024 CALENDAR OF MEETINGS
5. APPROVE BOARD MEMBER ATTENDANCE TO SPECIAL DISTRICT CONFERENCE
6. UPDATE SIGNTORIES FOR MECHANICS BANK
7. ANNUAL EMPLOYEE SURVEY
8. DISTRICT FUNDS AND INVESTMENT OPTIONS
9. ESTABLISH AD HOC COMMITTEE: WATER SERVICE AGREEMENT AMENDMENT
10. BOARD REPORTS ON MEETINGS ATTENDED
11. GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS
12. OLD & NEW BUSINESS
  - A. DIRECTORS' ORGANIZATIONAL MEETING
13. CLOSED SESSION

The Board of Directors may hold a closed session to discuss the following items:

- A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Gov. Code § 54956.9) Name of case: *Santa Barbara Channelkeeper v. State Water Resources Control Board, et al.*, Los Angeles County Superior Court Case No. 19STCP01176 (formerly San Francisco County Superior Court Case No. CPF-14-513875) case update.

*If you require special accommodation for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-3403 (Govt. Code Section 54954.1 and 54954.2(a)).*

**VENTURA RIVER WATER DISTRICT  
MINUTES OF REGULAR MEETING NOVEMBER 15, 2023**

The director's present were: Jack Curtis, Bruce Kuebler, Laurie Lary, Ed Lee, and Peggy Wiles. Also present were the District's legal counsel, Stuart Nielson; Technical Advisor, Bert Rapp; General Manager, Alma Quezada; and Office Manager, Emily Arnbrister; Public Present: Kurt Schultzel, Marbe Manzano.

1. **CALL MEETING TO ORDER** - President Ed Lee called the meeting to order at 2:00 P.M. Flag salute led by Bert Rapp.
2. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
3. **CONSENT AGENDA:**
  - A. **MINUTES OCTOBER 18, 2023**
  - B. **MINUTES OF SPECIAL MEETING OCTOBER 26, 203**
  - C. **PAYMENTS & CHECKS FOR OCTOBER**

Bruce Kuebler moved for approval of the consent agenda seconded by Peggy Wiles and the motion carried 4-0; abstained Director Curtis.
4. **REVIEW AND APPROVAL OF EMPLOYMENT AGREEMENT FOR THE GENERAL MANAGER:** The final employment agreement with the General Manager was presented with an annual salary of \$155,580. **Public Comment:** None. **Recommended Action:** Approve the final draft of the employment agreement with Alma Quezada as General Manager for the District with minor edits to text in section 1.1. Bruce Kuebler moved for approval of the recommended action, seconded by Peggy Wiles and the motion carried 5-0.
5. **METER BILLING ERROR: WAIVE BACK CHARGES:** In June of 2020 a meter in the 800 block of Cambon Circle was changed out and incorrectly set with the wrong meter multiplier in the billing system. This resulted in underbilling the customer a total of \$1,158. **Public Comment:** None. **Recommended Action:** Waive charges in the amount of \$1,158 for the 3-year period covering June 2020 through September 2023. Laurie Lary moved for approval of the recommended action, seconded by Peggy Wiles and the motion carried 5-0.
6. **RESOLUTION 2023-362: AUTHORIZE INCOMING GENERAL MANAGER AS SIGNER ON FINANCIAL ACCOUNT AND TO TAKE OTHER ACTIONS RELATED TO DISTRICT ACCOUNTS AND FINANCES:** A resolution is required to ensure transition of financial responsibility with the new General Manager, Alma Quezada. **Public Comment:** None. **Recommended Action:** Approve resolution 2023-362, to authorize Alma Quezada as the signer on the District's accounts and take other actions related to the District's accounts and finances. Laurie Lary moved for approval of the recommended action, seconded by Bruce Kuebler and the motion carried 5-0.
7. **RESOLUTION 2023-363: AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION FOR THE CASITAS MUTUAL WATER SYSTEM IMPROVEMENT AND DROUGHT RESILIENCY PROJECT:** The Department of Water Resources recommends that the District assume oversight of a grant that was secured by Casitas Mutual Water Company (CMWC). There is still \$800,000 remaining in grant funds for CMWC to use. This grant is separate from the Consolidation process, and there is no grant matching requirement. The only potential cost is staff time for grant administration. There was general board discussion regarding the consolidation process and the status of CMWC. **Public Comment:** None. **Recommended Action:** Adopt Resolution 2023-363 authorizing the General Manager or their designee to execute the funding agreement with the Department of Water Resources and any amendments thereto, and submit any required documents, invoices, and reports required to obtain grant funding. Peggy Wiles moved for approval of the recommended action, seconded by Laurie Lary and the motion carried 5-0.

8. **RESOLUTION 2023-364: CONCURRENCE WITH VOLUNTEER AGREEMENT IMPLEMENTATION:** Staff presented an updated volunteer agreement for Board review. It was reported that there is no liability regarding the volunteer agreement. Resolution 2023-364 illustrates board approval of Bert Rapp to work as a volunteer at the District for tasks such as surplus rock removal and clearing of fallen oak trees. **Public Comment:** None. **Recommended Action:** Approve resolution 2023-364 with changes to text to refer to previous General Manager, and remove 2<sup>nd</sup> General Manager, and concur with implementation of the volunteer agreement. Peggy Wiles moved for approval of the recommended action, seconded by Jack Curtis and the motion carried 5-0.
9. **RESOLUTION 2023-365 AMENDING THE FEES FOR THE REQUEST OF A SPECIAL MEETING OF THE BOARDS OF DIRECTORS AND TO INCORPORATE THIS SCHEDULE INTO THE DISTRICT RULES AND REGULATIONS FOR WATER SERVICE:** Appendix III of the Rules and Regulations regarding costs associated for a Special Board of Directors Meeting Fee Schedule needs to be updated to reflect current costs to hold a special meeting. Director Wiles proposed text in the resolution to reference future increases in costs. Legal Counsel made a proposed change. **Public Comment:** None. **Recommended Action:** Approve resolution 2023-365 with proposed changes by legal counsel. Peggy Wiles moved for approval of the recommended action, seconded by Bruce Kuebler and the motion carried 5-0.
10. **IMPLEMENTATION OF WATER RATE INCREASE EFFECTIVE AS OF JANUARY 15, 2024 PER RESOLUTION 2023-353 ADOPTED MAY 10 2023:** The General Manager gave a presentation on the District's scheduled rate increase effective January 15<sup>th</sup>. The proposed rate adjustment will enable the District to meet its financial obligations. The District's wholesale cost of water from Casitas Municipal Water District is expected to increase 37% in the next calendar year. Per the District's prop 218 notice the District is able to pass the cost of the increase through the District's volumetric rates. This wholesale rate increase was not fully anticipated in the District's rate study. The cost difference is an additional 1.8% adjustment to customer rates. **Public Comment:** None. **Recommended Action:** Implement the water rate increase beginning January 15, 2024, as adopted per resolution 2023-353 and implement the Casitas pass-through beginning January 15, 2023, and Approve Appendix I of Rules & Regulations for Water service to apply the rate increase effective January 15, 2024. Bruce Kuebler moved for approval of the recommended action, seconded by Peggy Wiles and the motion carried 5-0.
11. **ESTABLISH AD HOC COMMITTEE: PROTEST LETTER – CASITAS MUNICIPAL WATER DISTRICT RATE INCREASE:** Casitas Municipal Water District proposes to implement a rate increase January 1, 2024. The District has the ability to submit a protest letter. The rate structure is changing which significantly impacts the District and our ratepayers. There was general board discussion regarding what should be included in the protest letter. **Public Comment:** None. Peggy Wiles moved for appointment of Bruce Kuebler and Laurie Lary to the Ad-Hoc Committee, seconded by Ed Lee and the motion carried 5-0.
12. **CONSIDERATION OF LOT LINE ADJUSTMENT FOR ALTO TANK SITE:** The driveway to the Alto Tank site is outside of the property line for the tank site, part of the driveway is on the property of 59 Alto Dr. The anticipated cost for the lot line adjustment is \$12,000. There was general board discussion regarding this item. **Public Comment:** The property owner of recommended using a surveyor he recently used to save costs as they are familiar with his property and the tank site. He also stated that he is fine with the current encroachment as the land on the hillside is a steep hillside. **Recommended Action:** Include the Alto Tank site lot line adjustment in the draft budget for FY 2024/25. Peggy Wiles moved for approval of the recommended action, seconded by Bruce Kuebler and the motion carried 5-0.
13. **BOARD REPORTS ON MEETINGS ATTENDED:** Director Kuebler gave an oral report on the most recent UVRGA meeting.
14. **GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS:** The static aquifer level at Well #2 on November 1, 2023, was at elevation 539.0 feet and decreased 3.0 feet since the first of last month. The aquifer is currently 31.0 feet above the 35-year average for November 1<sup>st</sup>. Well #1 is pumping 1,060 GPM, down 7 GPM from last month. Well #7 is pumping 790 GPM, down 8 GPM from

last month. Well #2, #3, #4 & #6 were offline in October. Supplemental Casitas water was not purchased. Sales dollars billed on October 31, 2023, amounted to \$222,870, under budget by \$20,371 for September. Water sold in October 2023 amounted to 29,275 HCF, a decrease of 42.7% below the 51,064 HCF sold in September 2013. On November 1, 2023, Lake Casitas level was at 71.3% of capacity at an elevation of 538.95 feet. The lake has decreased 0.7% since last month.

**15. OLD & NEW BUSINESS:** None.

**16. CLOSED SESSION:** Ed Lee called the Board into executive session at 3:32 pm. Executive session was adjourned at 4:15 pm. Stuart Nielson reported out of closed session regarding pending litigation and public employee performance evaluation: Technical Advisor, no action was taken on this item.

**Meeting adjourned at 4:15 pm.**

Attested:

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Bert J. Rapp, Secretary

## Online A/P Payment Transactions - November 2023

| Date                             | Vendor         | Description               | Amount              |
|----------------------------------|----------------|---------------------------|---------------------|
| 11/1/23                          | CALPERS        | 457                       | \$ 3,575.00         |
| 11/1/23                          | CALPERS        | Classic                   | \$ 3,004.48         |
| 11/1/23                          | CALPERS        | Pepra                     | \$ 2,723.57         |
| 11/1/23                          | EDD            | State Tax Deposit         | \$ 1,539.27         |
| 11/3/23                          | POSTALIA       | Postage                   | \$ 200.00           |
| 11/7/23                          | WAGEWORKS      | Flexible Spending Account | \$ 262.55           |
| 11/10/23                         | MECHANICS BANK | Analysis Charges          | \$ 675.87           |
| 11/14/23                         | WAGEWORKS      | Flexible Spending Account | \$ 148.00           |
| 11/15/23                         | IRS            | Federal Tax Deposit       | \$ 8,650.32         |
| 11/15/23                         | EDD            | State Tax Deposit         | \$ 1,390.26         |
| 11/15/23                         | TIAA/EVERMORE  | Ricoh Printer             | \$ 175.64           |
| 11/15/23                         | EXPERTPAY      | Child Support             | \$ 97.00            |
| 11/15/23                         | VANCO          | Bank Check Elimination    | \$ 82.15            |
| 11/16/23                         | SCE            | Electric Bill             | \$ 14,414.62        |
| 11/16/23                         | ACWA           | Health Insurance          | \$ 11,586.48        |
| 11/16/23                         | CALPERS        | UAL- Classic              | \$ 3,753.25         |
| 11/16/23                         | CALPERS        | 457                       | \$ 3,575.00         |
| 11/16/23                         | CALPERS        | Classic                   | \$ 2,936.50         |
| 11/16/23                         | CALPERS        | Pepra                     | \$ 2,644.56         |
| 11/16/23                         | AT&T           | Mobile Phones             | \$ 469.53           |
| 11/16/23                         | IVR            | Robocalls                 | \$ 84.04            |
| 11/17/23                         | MATILIJA WATER | Office Water              | \$ 24.24            |
| 11/21/23                         | WAGEWORKS      | Flexible Spending Account | \$ 10.00            |
| 11/24/23                         | WAGEWORKS      | Flexible Spending Account | \$ 75.00            |
| 11/28/23                         | WAGEWORKS      | Flexible Spending Account | \$ 1,049.13         |
| 11/30/23                         | IRS            | Federal Tax Deposit       | \$ 8,712.26         |
| 11/30/23                         | CALPERS        | Classic                   | \$ 2,936.50         |
| 11/30/23                         | CALPERS        | Pepra                     | \$ 2,644.56         |
| 11/30/23                         | EDD            | State Tax Deposit         | \$ 1,370.81         |
| 11/30/23                         | EXPERTPAY      | Child Support             | \$ 97.00            |
| <b>Total Online A/P Payments</b> |                |                           | <b>\$ 78,907.59</b> |

## Voided Checks

| Check Number | Vendor | Reason | Amount |
|--------------|--------|--------|--------|
| None         |        |        |        |

12/15/23  
11:17:58 AM

**Ventura River Water District**  
**AP Check Register (Current by Bank)**  
Check Dates: 11/1/2023 to 11/30/2023

**ATTACHMENT 3B**

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| Check No.                                  | Date     | Status* | Vendor ID | Payee Name                     | Amount             |
|--|----------|---------|-----------|--------------------------------|--------------------|
| <b>BANK ID: RBOGEN - OPERATING ACCOUNT</b> |          |         |           |                                | <b>10005</b>       |
| 2923                                       | 11/15/23 | P       | PIERRE    | JAZIMINE PIERRE-LYS            | \$77.55            |
| **17933                                    | 11/15/23 | P       | 10197     | AMAZON CAPITAL SERVICES        | \$310.02           |
| 17934                                      | 11/15/23 | P       | 790       | CHASE CARD SERVICES            | \$968.44           |
| 17935                                      | 11/15/23 | P       | 1020      | COUNTY OF VENTURA              | \$1,200.00         |
| 17936                                      | 11/15/23 | P       | 10111     | DATA PROSE                     | \$1,145.92         |
| 17937                                      | 11/15/23 | P       | 1390      | FAMCON PIPE & SUPPLY, INC.     | \$2,868.53         |
| 17938                                      | 11/15/23 | P       | 1393      | FGL, INC.                      | \$107.00           |
| 17939                                      | 11/15/23 | P       | 1396      | FP MAILING SOLUTIONS           | \$105.41           |
| 17940                                      | 11/15/23 | P       | 1425      | FRED'S TIRE MAN                | \$65.57            |
| 17941                                      | 11/15/23 | P       | HELPOF    | HELP OF OJAI                   | \$879.75           |
| 17942                                      | 11/15/23 | P       | 10134     | HERUM CRABTREE SUNTAG          | \$654.71           |
| 17943                                      | 11/15/23 | P       | 1730      | KELLY CLEANING & SUPPLIES      | \$290.00           |
| 17944                                      | 11/15/23 | P       | 10049     | KERR CONSULTING                | \$1,375.00         |
| 17945                                      | 11/15/23 | P       | 2025      | MITEC SOLUTIONS LLC            | \$1,376.21         |
| 17946                                      | 11/15/23 | P       | 10204     | NELSON COMIS KETTLE & KINNEY,  | \$2,340.00         |
| 17947                                      | 11/15/23 | P       | 2375      | OJAI TERMITE & PEST CONTROL    | \$213.00           |
| 17948                                      | 11/15/23 | P       | 10127     | OJAI TRUE VALUE                | \$60.89            |
| 17949                                      | 11/15/23 | P       | 2400      | OJAI VALLEY SANITARY DISTRICT  | \$118.24           |
| 17950                                      | 11/15/23 | P       | 3550      | UNDERGROUND SERVICE ALERT      | \$90.21            |
| 17951                                      | 11/15/23 | P       | 3555      | UNIVAR USA INC                 | \$1,542.67         |
| 17952                                      | 11/15/23 | P       | 10163     | WATERSHED PROGRESSIVE          | \$5,487.50         |
| 17953                                      | 11/15/23 | P       | 10123     | ZWORLD GIS, LLC                | \$1,950.00         |
| 17954                                      | 11/15/23 | P       | 10178     | R. MEIER CONSTRUCTION          | \$11,646.97        |
| 17955                                      | 11/30/23 | P       | 1750      | BRUCE KUEBLER                  | \$219.37           |
| 17956                                      | 11/30/23 | P       | 1268      | DIAL SECURITY                  | \$325.00           |
| 17957                                      | 11/30/23 | P       | 1300      | E J HARRISON & SONS, INC       | \$157.62           |
| 17958                                      | 11/30/23 | P       | 1393      | FGL, INC.                      | \$107.00           |
| 17959                                      | 11/30/23 | P       | 1950      | MEINERS OAKS HARDWARE          | \$13.64            |
| 17960                                      | 11/30/23 | P       | 2025      | MITEC SOLUTIONS LLC            | \$100.00           |
| 17961                                      | 11/30/23 | P       | 10127     | OJAI TRUE VALUE                | \$64.35            |
| 17962                                      | 11/30/23 | P       | 10083     | PEGGY WILES                    | \$391.89           |
| 17963                                      | 11/30/23 | P       | 2625      | PHOENIX CIVIL ENGINEERING, INC | \$7,811.75         |
| 17964                                      | 11/30/23 | P       | 3080      | SHRED-IT                       | \$48.27            |
| <b>BANK RBOGEN REGISTER TOTAL:</b>         |          |         |           |                                | <b>\$44,112.48</b> |
| <b>GRAND TOTAL :</b>                       |          |         |           |                                | <b>\$44,112.48</b> |

**Ventura River Water District**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2023 Through 9/30/2023

|   | Current Period      |                     |                      |               | Year To Date        |                     |                      |               |
|---|---------------------|---------------------|----------------------|---------------|---------------------|---------------------|----------------------|---------------|
|   | Actual              | Budget              | Variance             | %             | Actual              | Budget              | Variance             | %             |
| <b><u>Revenues</u></b>                              |                     |                     |                      |               |                     |                     |                      |               |
| WATER SALES   | \$245,774.11        | \$278,849.00        | \$(33,074.89)        | (11.9)%       | \$783,194.03        | \$813,733.00        | \$(30,538.97)        | (3.8)%        |
| SERVICE INSTALLATION                                | 0.00                | 125.00              | (125.00)             | (100.0)       | (594.70)            | 375.00              | (969.70)             | (258.6)       |
| DELINQUENT FEES                                     | 1,755.00            | 1,400.00            | 355.00               | 25.4          | 6,020.00            | 4,200.00            | 1,820.00             | 43.3          |
| CONSERVATION PENALTY FEES                           | 8,360.00            | 2,500.00            | 5,860.00             | 234.4         | 24,020.00           | 7,500.00            | 16,520.00            | 220.3         |
| <b>Total Revenues</b>                               | <b>\$255,889.11</b> | <b>\$282,874.00</b> | <b>\$(26,984.89)</b> | <b>(9.5)%</b> | <b>\$812,639.33</b> | <b>\$825,808.00</b> | <b>\$(13,168.67)</b> | <b>(1.6)%</b> |
| <b><u>Operating Expenses</u></b>                    |                     |                     |                      |               |                     |                     |                      |               |
| WATER PURCHASES & CASITAS BASE FEES                 | 11,251.48           | 15,416.67           | 4,165.19             | 27.0          | 23,923.23           | 46,250.01           | 22,326.78            | 48.3          |
| UVRGA PUMP FEE                                      | 10,476.67           | 10,500.00           | 23.33                | 0.2           | 31,430.01           | 31,500.00           | 69.99                | 0.2           |
| SALARIES  | 63,728.10           | 68,666.67           | 4,938.57             | 7.2           | 183,845.84          | 206,000.01          | 22,154.17            | 10.8          |
| PTO & SICK  | 7,821.02            | 6,083.33            | (1,737.69)           | (28.6)        | 32,225.60           | 18,249.99           | (13,975.61)          | (76.6)        |
| SOCIAL SECURITY & MEDICARE                          | 5,239.27            | 5,333.33            | 94.06                | 1.8           | 16,584.20           | 15,999.99           | (584.21)             | (3.7)         |
| STATE PAYROLL TAXES (SUI, ETT)                      | 0.00                | 100.00              | 100.00               | 100.0         | 0.00                | 300.00              | 300.00               | 100.0         |
| PUBLIC EMPLOYEES RETIREMENT SYSTEM                  | 9,633.83            | 10,583.33           | 949.50               | 9.0           | 29,760.44           | 31,749.99           | 1,989.55             | 6.3           |
| GROUP HEALTH INSURANCE                              | 11,586.48           | 11,250.00           | (336.48)             | (3.0)         | 34,759.44           | 33,750.00           | (1,009.44)           | (3.0)         |
| WORKER'S COMPENSATION INSURANCE                     | 4,539.42            | 1,750.00            | (2,789.42)           | (159.4)       | 7,555.76            | 5,250.00            | (2,305.76)           | (43.9)        |
| LIABILITY INSURANCE                                 | 6,825.25            | 6,916.67            | 91.42                | 1.3           | 20,475.75           | 20,750.01           | 274.26               | 1.3           |
| BOARD MEMBER COMPENSATION                           | 1,729.00            | 2,000.00            | 271.00               | 13.6          | 3,269.00            | 6,000.00            | 2,731.00             | 45.5          |
| CONTRACT LABOR                                      | 135.87              | 10,000.00           | 9,864.13             | 98.6          | 407.61              | 30,000.00           | 29,592.39            | 98.6          |
| PROFESSIONAL SERVICES(Audit, Engr,Draft)            | 1,950.00            | 6,266.67            | 4,316.67             | 68.9          | 5,566.96            | 18,800.01           | 13,233.05            | 70.4          |
| FUEL  | 3,109.10            | 2,000.00            | (1,109.10)           | (55.5)        | 3,259.71            | 6,000.00            | 2,740.29             | 45.7          |
| VEHICLE MAINTENANCE                                 | 88.24               | 833.33              | 745.09               | 89.4          | 228.69              | 2,499.99            | 2,271.30             | 90.9          |
| OFFICE MAINTENANCE                                  | 3,687.99            | 5,833.33            | 2,145.34             | 36.8          | 12,729.34           | 17,499.99           | 4,770.65             | 27.3          |
| FIELD EQUIPMENT MAINTENANCE                         | 34,592.68           | 8,500.00            | (26,092.68)          | (307.0)       | 41,335.54           | 25,500.00           | (15,835.54)          | (62.1)        |
| METER REPLACEMENT & MAINTENANCE                     | 1,057.42            | 6,500.00            | 5,442.58             | 83.7          | 57,116.80           | 19,500.00           | (37,616.80)          | (192.9)       |
| WATER SYSTEM MAINTENANCE                            | 12,604.23           | 13,333.33           | 729.10               | 5.5           | 19,177.08           | 39,999.99           | 20,822.91            | 52.1          |
| DISTRICT LEGAL COUNSEL                              | 1,495.00            | 2,916.67            | 1,421.67             | 48.7          | 2,795.00            | 8,750.01            | 5,955.01             | 68.1          |
| DEPRECIATION  | 0.00                | 29,166.67           | 29,166.67            | 100.0         | 0.00                | 87,500.01           | 87,500.01            | 100.0         |
| <b>Total Operating Expenses</b>                     | <b>\$191,551.05</b> | <b>\$223,950.00</b> | <b>\$32,398.95</b>   | <b>14.5 %</b> | <b>\$526,446.00</b> | <b>\$671,850.00</b> | <b>\$145,404.00</b>  | <b>21.6 %</b> |
| <b><u>General &amp; Administrative Expenses</u></b> |                     |                     |                      |               |                     |                     |                      |               |
| UTILITIES   | 16,561.13           | 12,833.33           | (3,727.80)           | (29.0)        | 20,693.59           | 38,499.99           | 17,806.40            | 46.3          |
| TELEPHONE & INTERNET                                | 1,018.98            | 1,250.00            | 231.02               | 18.5          | 2,373.39            | 3,750.00            | 1,376.61             | 36.7          |
| LAFCO FEES  | 164.75              | 166.67              | 1.92                 | 1.2           | 494.25              | 500.01              | 5.76                 | 1.2           |
| BANK FEES AND MISCELLANEOUS                         | 826.12              | 1,333.33            | 507.21               | 38.0          | 2,606.69            | 3,999.99            | 1,393.30             | 34.8          |
| MEMBERSHIP,DUES,SUBSCRIPTIONS                       | 1,791.25            | 2,083.33            | 292.08               | 14.0          | 5,549.41            | 6,249.99            | 700.58               | 11.2          |
| PUBLIC RELATIONS/EDUCATION/CONSERV                  | 1,268.61            | 1,158.33            | (110.28)             | (9.5)         | 3,430.47            | 3,474.99            | 44.52                | 1.3           |
| DIRECTORS TRAVEL/EDUCATION                          | 0.00                | 416.67              | 416.67               | 100.0         | 63.22               | 1,250.01            | 1,186.79             | 94.9          |
| SECURITY  | 289.00              | 416.67              | 127.67               | 30.6          | 867.00              | 1,250.01            | 383.01               | 30.6          |
| POSTAGE   | 857.09              | 1,083.33            | 226.24               | 20.9          | 2,689.71            | 3,249.99            | 560.28               | 17.2          |
| OFFICE SUPPLIES                                     | 1,173.80            | 1,750.00            | 576.20               | 32.9          | 3,992.15            | 5,250.00            | 1,257.85             | 24.0          |
| VENTURA RIVER WATERSHED ISSUES                      | 13,614.05           | 4,166.67            | (9,447.38)           | (226.7)       | 13,964.64           | 12,500.01           | (1,464.63)           | (11.7)        |

**Ventura River Water District**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 9/1/2023 Through 9/30/2023

|  | Current Period      |                     |                     |                | Year To Date        |                     |                      |                |
|--|---------------------|---------------------|---------------------|----------------|---------------------|---------------------|----------------------|----------------|
|  | Actual              | Budget              | Variance            | %              | Actual              | Budget              | Variance             | %              |
| BAD DEBT EXPENSE                                   | 0.00                | 333.33              | 333.33              | 100.0          | 0.00                | 999.99              | 999.99               | 100.0          |
| CONSERVATION                                       | 0.00                | 8,333.33            | 8,333.33            | 100.0          | 11,732.50           | 24,999.99           | 13,267.49            | 53.1           |
| <b>Total General &amp; Administrative Expenses</b> | <b>\$37,564.78</b>  | <b>\$35,324.99</b>  | <b>\$(2,239.79)</b> | <b>(6.3)%</b>  | <b>\$68,457.02</b>  | <b>\$105,974.97</b> | <b>\$37,517.95</b>   | <b>35.4 %</b>  |
| <b>Total Expenses</b>                              | <b>\$229,115.83</b> | <b>\$259,274.99</b> | <b>\$30,159.16</b>  | <b>11.6 %</b>  | <b>\$594,903.02</b> | <b>\$777,824.97</b> | <b>\$182,921.95</b>  | <b>23.5 %</b>  |
| <b>Income (Loss) from Operations</b>               | <b>\$26,773.28</b>  | <b>\$23,599.01</b>  | <b>\$3,174.27</b>   | <b>13.5 %</b>  | <b>\$217,736.31</b> | <b>\$47,983.03</b>  | <b>\$169,753.28</b>  | <b>353.8 %</b> |
| <b><u>Other Income (Expense)</u></b>               |                     |                     |                     |                |                     |                     |                      |                |
| PROPERTY TAXES                                     | \$3,297.63          | \$5,000.00          | \$(1,702.37)        | (34.0)%        | \$(2,829.75)        | \$15,000.00         | \$(17,829.75)        | (118.9)%       |
| INTEREST INCOME                                    | 4,752.46            | 666.67              | 4,085.79            | 612.9          | 4,755.75            | 2,000.01            | 2,755.74             | 137.8          |
| OTHER REVENUE                                      | 2,803.34            | 0.00                | 2,803.34            | 0.0            | 10,416.36           | 15,000.00           | (4,583.64)           | (30.6)         |
| GRANT REVENUE                                      | 0.00                | 8,333.33            | (8,333.33)          | (100.0)        | 0.00                | 24,999.99           | (24,999.99)          | (100.0)        |
| <b>Total Other Income (Expense)</b>                | <b>\$10,853.43</b>  | <b>\$14,000.00</b>  | <b>\$(3,146.57)</b> | <b>(22.5)%</b> | <b>\$12,342.36</b>  | <b>\$57,000.00</b>  | <b>\$(44,657.64)</b> | <b>(78.3)%</b> |
| <b>Income Before Taxes</b>                         | <b>\$37,626.71</b>  | <b>\$37,599.01</b>  | <b>\$27.70</b>      | <b>0.1 %</b>   | <b>\$230,078.67</b> | <b>\$104,983.03</b> | <b>\$125,095.64</b>  | <b>119.2 %</b> |
| <b>Net Income (Loss)</b>                           | <b>\$37,626.71</b>  | <b>\$37,599.01</b>  | <b>\$27.70</b>      | <b>0.1 %</b>   | <b>\$230,078.67</b> | <b>\$104,983.03</b> | <b>\$125,095.64</b>  | <b>119.2 %</b> |

Ventura River Water District

Balance Sheet  
As of 9/30/2023

**Assets**

**Current Assets**

|                                     |              |                |
|-------------------------------------|--------------|----------------|
| FUNDS IN COUNTY TREASURY            | \$739,979.98 |                |
| LOCAL AGENCY INVESTMENT FUND        | 531,729.38   |                |
| PETTY CASH                          | 580.03       |                |
| SECURITY DEPOSIT CHECKING           | 11,248.74    |                |
| RABO6073                            | 291,311.47   |                |
| PRO-EQUITIES                        | 915,097.49   |                |
| ACCOUNTS RECEIVABLE                 | 283,157.12   |                |
| TREASURY INTEREST RECEIVABLE        | 215.35       |                |
| CMWD PENALTY RECEIVABLE             | 76.56        |                |
| GRANTS RECEIVABLE                   | (3,143.75)   |                |
| PREPAID SECURITY MONITORING & MAINT | 344.00       |                |
| PREPAID WEB SERVICES                | 10.03        |                |
| PREPAID INSURANCE                   | 66,111.14    |                |
| PREPAID COMPUTER MAINTENANCE        | 15,968.43    |                |
| PREPAID OTHER                       | 105,518.68   |                |
| DEFERRED OUTFLOWS                   | 162,672.00   |                |
| Total Current Assets                |              | \$3,120,876.65 |

**Property, Plant & Equipment**

|  |                |                        |
|--|----------------|------------------------|
| WATER SYSTEMS IMPROVEMENT                | \$2,808,236.05 |                        |
| SCADA SYSTEM IMPROVEMENTS                | 59,597.10      |                        |
| DISTRICT 4 AND DISTRICT 7                | 118,245.00     |                        |
| WELLS                                    | 1,852,532.96   |                        |
| TANKS                                    | 1,412,845.83   |                        |
| PUMPS                                    | 277,620.38     |                        |
| METERS                                   | 78,491.94      |                        |
| TRUCKS                                   | 297,395.76     |                        |
| OFFICE AND SHOP EQUIPMENT                | 229,857.10     |                        |
| BUILDINGS                                | 1,802,062.45   |                        |
| LAND, WATER & RIGHTS OF WAY              | 227,580.50     |                        |
| SCADA SYSTEM                             | 72,538.66      |                        |
| BALDWIN EROSION PROTECTION               | 68,324.24      |                        |
| PIPELINES                                | 2,382,412.00   |                        |
| RE-PLUMB ENCINO & THOMAS PRV VAULTS      | 33,783.75      |                        |
| WELL#3 & WELL#2 PUMP & PANEL REPLACEMENT | 306,931.30     |                        |
| N. BALDWIN TANK REPAIR                   | 11,204.91      |                        |
| SANTA ANA BLVD FIRE FLOW UPGRADE         | 21,700.50      |                        |
| TICO MUTUAL PROJECT                      | 70,638.18      |                        |
| SRF WATER MAIN PROJECTS                  | 410,583.44     |                        |
| SRF CONSTRUCTION POTHOLING               | 70,308.58      |                        |
| SRF SOLAR PROJECTS                       | 105,908.82     |                        |
| ACCUMULATED DEPRECIATION                 | (4,913,955.31) |                        |
| CASITAS SPRINGS EMERGENCY FIRE FLOW PUMP | 16,614.50      |                        |
| GAIN/LOSS ON ASSET DISPOSAL              | 18,792.96      |                        |
| Total Property, Plant & Equipment        |                | 7,840,251.60           |
| <b>Total Assets</b>                      |                | <b>\$10,961,128.25</b> |

**Liabilities and Equity**

**Current Liabilities**

|  |              |
|--|--------------|
| ACCOUNTS PAYABLE                         | \$165,095.46 |
| PTO PAYABLE                              | 164,076.88   |
| CONSTRUCTION DEPOSITS PAYABLE            | 3,471.25     |
| SECURITY DEPOSIT PAYABLE                 | 6,535.03     |
| DEPOSIT PAYABL-SVC INSTALL/HYDRANT METER | 250.00       |

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**Ventura River Water District**

**ATTACHMENT 3C**

Balance Sheet

As of 9/30/2023

|                                     |                |                                      |
|-------------------------------------|----------------|--------------------------------------|
| TICO MUTUAL TRUST                   | 51,832.53      |                                      |
| FLIEXIBLE SPENDING ACCOUNT          | (248.54)       |                                      |
| DEPENDENT CARE                      | 3,416.51       |                                      |
| NET PENSION LIABILITY               | 203,443.00     |                                      |
| DEFERRED INFLOWS                    | 213,131.00     |                                      |
| Total Current Liabilities           |                | <u>\$811,003.12</u>                  |
| <b>Total Liabilities</b>            |                | <b>\$811,003.12</b>                  |
| <br>                                |                |                                      |
| <b><u>Equity</u></b>                |                |                                      |
| INVESTMENT IN CAPITAL ASSETS        | \$7,786,425.00 |                                      |
| UNRESTRICTED NET POSITION           | 2,133,621.46   |                                      |
| Current Year Profit/Loss            | 230,078.67     |                                      |
| Total Equity                        |                | <u>10,150,125.13</u>                 |
| <b>Total Liabilities and Equity</b> |                | <b><u><u>\$10,961,128.25</u></u></b> |

| <b>VENTURA RIVER WATER DISTRICT</b><br><b>Status of Capital Improvement Projects - FYE 2024</b><br><b>9/30/2023</b> |  |                      |                    |                      |  |
|---|--|----------------------|--------------------|----------------------|--|
| <b>Water System Improvements</b>  |  |                      |                    |                      |  |
| Account   | Fixed Asset  | 23/24 Budget         | YTD                | Remaining/(Over)     | Description/Status   |
| 13014   | Well #6 Retaining Wall   | \$ 30,000.00         |                    | \$ 30,000.00         | Retaining wall, gravel pad at Well #6  |
| 13040   | Mixing Valve South Alto Tank   | \$ 25,000.00         |                    | \$ 25,000.00         | Mixing valve for South Alto Tank to prevent thermostratification                               |
| 13061   | Well #2 & 3 Pump & Pannel Replacement                                | \$ 300,435.00        | \$ 1,268.50        | \$ 299,166.50        | Pump & Panel Replacement ct'd  |
| 13105   | Casitas Springs Emergency Fire Flow Pump                             | \$ 41,000            | \$ 788.75          | \$ 40,211.25         | Finish pump design and specs, contract award to Phoenix Civil Engineering                      |
| 13094   | Tico Mutual Annexation Project                                       | \$ 20,000            | \$ 4,215.00        | \$ 15,785.00         | LAFCo Application, Design Engineering, SRF Coordination  |
| 13098   | SRF Water Main Projects , Planning for Environmental, Engr, Easemts  | \$ 250,000           | \$ 1,285.00        | \$ 248,715.00        | Awarded to Phoenix = \$658,000 (13098 & 13099), Potholing & Easements                          |
| 13100   | SRF Solar Projects , Planning for Environmental, Engr                | \$ 31,000            | \$ 463.75          | \$ 30,536.25         | Awarded to Phoenix = \$114,227, Ventura Energy Baldwin & Parker Site Interconnection Agreement |
| 13010   | Hydrant & Valve Replacement Project                                  | \$ 205,000           |                    | \$ 205,000.00        | To be completed Fall 2023 pending funding  |
| 13110   | SCADA Communication Alarm & Cla-Val for Emergency backfill of Parker | \$ 25,000            |                    | \$ 25,000.00         | Development of Communciation failure alarm and intergration of 4" Cla-Val at Parker Site       |
|   | <b>Total</b>   | <b>\$ 927,435</b>    | <b>\$ 8,021</b>    | <b>\$ 919,414</b>    |  |
| <b>Auto Equipment</b>   |  |                      |                    |                      |  |
| Account   | Fixed Asset  | 23/24 Budget         | YTD                | Remaining/Over       | Description/Status   |
| N/A   |  |                      |                    |                      |  |
| <b>Shop Equipment</b>   |  |                      |                    |                      |  |
| Account   | Fixed Asset  | 23/24 Budget         | YTD                | Remaining/Over       | Description/Status   |
| N/A   |  |                      |                    |                      |  |
| <b>Office Equipment</b>   |  |                      |                    |                      |  |
| Account   | Fixed Asset  | 23/24 Budget         | YTD                | Remaining/Over       | Description/Status   |
| N/A   |  |                      |                    |                      |  |
|   | <b>Summary</b>   | <b>\$ 927,435.00</b> | <b>\$ 8,021.00</b> | <b>\$ 919,414.00</b> |  |

**Ventura River Water District**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 10/1/2023 Through 10/31/2023

|   | Current Period      |                     |                      |               | Year To Date          |                       |                      |               |
|---|---------------------|---------------------|----------------------|---------------|-----------------------|-----------------------|----------------------|---------------|
|   | Actual              | Budget              | Variance             | %             | Actual                | Budget                | Variance             | %             |
| <b><u>Revenues</u></b>                              |                     |                     |                      |               |                       |                       |                      |               |
| WATER SALES   | \$223,016.83        | \$243,601.00        | \$(20,584.17)        | (8.4)%        | \$1,006,210.86        | \$1,057,334.00        | \$(51,123.14)        | (4.8)%        |
| SERVICE INSTALLATION                                | 0.00                | 125.00              | (125.00)             | (100.0)       | (594.70)              | 500.00                | (1,094.70)           | (218.9)       |
| DELINQUENT FEES                                     | 2,025.00            | 1,400.00            | 625.00               | 44.6          | 8,045.00              | 5,600.00              | 2,445.00             | 43.7          |
| CONSERVATION PENALTY FEES                           | 2,445.00            | 2,500.00            | (55.00)              | (2.2)         | 26,465.00             | 10,000.00             | 16,465.00            | 164.7         |
| <b>Total Revenues</b>                               | <b>\$227,486.83</b> | <b>\$247,626.00</b> | <b>\$(20,139.17)</b> | <b>(8.1)%</b> | <b>\$1,040,126.16</b> | <b>\$1,073,434.00</b> | <b>\$(33,307.84)</b> | <b>(3.1)%</b> |
| <b><u>Operating Expenses</u></b>                    |                     |                     |                      |               |                       |                       |                      |               |
| WATER PURCHASES & CASITAS BASE FEES                 | 11,536.36           | 15,416.67           | 3,880.31             | 25.2          | 35,459.59             | 61,666.68             | 26,207.09            | 42.5          |
| UVRGA PUMP FEE                                      | 10,476.67           | 10,500.00           | 23.33                | 0.2           | 41,906.68             | 42,000.00             | 93.32                | 0.2           |
| SALARIES  | 60,980.69           | 68,666.67           | 7,685.98             | 11.2          | 244,826.53            | 274,666.68            | 29,840.15            | 10.9          |
| PTO & SICK  | 10,281.75           | 6,083.33            | (4,198.42)           | (69.0)        | 42,507.35             | 24,333.32             | (18,174.03)          | (74.7)        |
| SOCIAL SECURITY & MEDICARE                          | 6,301.74            | 5,333.33            | (968.41)             | (18.2)        | 22,885.94             | 21,333.32             | (1,552.62)           | (7.3)         |
| STATE PAYROLL TAXES (SUI, ETT)                      | 0.00                | 100.00              | 100.00               | 100.0         | 0.00                  | 400.00                | 400.00               | 100.0         |
| PUBLIC EMPLOYEES RETIREMENT SYSTEM                  | 9,783.98            | 10,583.33           | 799.35               | 7.6           | 39,544.42             | 42,333.32             | 2,788.90             | 6.6           |
| GROUP HEALTH INSURANCE                              | 11,586.48           | 11,250.00           | (336.48)             | (3.0)         | 46,345.92             | 45,000.00             | (1,345.92)           | (3.0)         |
| WORKER'S COMPENSATION INSURANCE                     | 1,508.17            | 1,750.00            | 241.83               | 13.8          | 9,063.93              | 7,000.00              | (2,063.93)           | (29.5)        |
| LIABILITY INSURANCE                                 | 6,825.25            | 6,916.67            | 91.42                | 1.3           | 27,301.00             | 27,666.68             | 365.68               | 1.3           |
| BOARD MEMBER COMPENSATION                           | 1,887.00            | 2,000.00            | 113.00               | 5.7           | 5,156.00              | 8,000.00              | 2,844.00             | 35.6          |
| CONTRACT LABOR                                      | 28,976.54           | 10,000.00           | (18,976.54)          | (189.8)       | 29,384.15             | 40,000.00             | 10,615.85            | 26.5          |
| PROFESSIONAL SERVICES(Audit, Engr,Draft)            | 2,650.00            | 6,266.67            | 3,616.67             | 57.7          | 8,216.96              | 25,066.68             | 16,849.72            | 67.2          |
| FUEL  | 1,605.90            | 2,000.00            | 394.10               | 19.7          | 4,865.61              | 8,000.00              | 3,134.39             | 39.2          |
| VEHICLE MAINTENANCE                                 | 403.65              | 833.33              | 429.68               | 51.6          | 632.34                | 3,333.32              | 2,700.98             | 81.0          |
| OFFICE MAINTENANCE                                  | 4,819.83            | 5,833.33            | 1,013.50             | 17.4          | 17,549.17             | 23,333.32             | 5,784.15             | 24.8          |
| FIELD EQUIPMENT MAINTENANCE                         | 10,224.49           | 8,500.00            | (1,724.49)           | (20.3)        | 51,560.03             | 34,000.00             | (17,560.03)          | (51.6)        |
| METER REPLACEMENT & MAINTENANCE                     | 1,036.49            | 6,500.00            | 5,463.51             | 84.1          | 58,153.29             | 26,000.00             | (32,153.29)          | (123.7)       |
| WATER SYSTEM MAINTENANCE                            | 2,743.13            | 13,333.33           | 10,590.20            | 79.4          | 21,920.21             | 53,333.32             | 31,413.11            | 58.9          |
| DISTRICT LEGAL COUNSEL                              | 3,737.50            | 2,916.67            | (820.83)             | (28.1)        | 6,532.50              | 11,666.68             | 5,134.18             | 44.0          |
| DEPRECIATION  | 0.00                | 29,166.67           | 29,166.67            | 100.0         | 0.00                  | 116,666.68            | 116,666.68           | 100.0         |
| <b>Total Operating Expenses</b>                     | <b>\$187,365.62</b> | <b>\$223,950.00</b> | <b>\$36,584.38</b>   | <b>16.3 %</b> | <b>\$713,811.62</b>   | <b>\$895,800.00</b>   | <b>\$181,988.38</b>  | <b>20.3 %</b> |
| <b><u>General &amp; Administrative Expenses</u></b> |                     |                     |                      |               |                       |                       |                      |               |
| UTILITIES   | 15,131.91           | 12,833.33           | (2,298.58)           | (17.9)        | 35,825.50             | 51,333.32             | 15,507.82            | 30.2          |
| TELEPHONE & INTERNET                                | 2,570.63            | 1,250.00            | (1,320.63)           | (105.7)       | 4,944.02              | 5,000.00              | 55.98                | 1.1           |
| LAFCO FEES  | 164.75              | 166.67              | 1.92                 | 1.2           | 659.00                | 666.68                | 7.68                 | 1.2           |
| BANK FEES AND MISCELLANEOUS                         | 815.11              | 1,333.33            | 518.22               | 38.9          | 3,421.80              | 5,333.32              | 1,911.52             | 35.8          |
| MEMBERSHIP,DUES,SUBSCRIPTIONS                       | 1,876.25            | 2,083.33            | 207.08               | 9.9           | 7,425.66              | 8,333.32              | 907.66               | 10.9          |
| PUBLIC RELATIONS/EDUCATION/CONSERV                  | 461.93              | 1,158.33            | 696.40               | 60.1          | 3,892.40              | 4,633.32              | 740.92               | 16.0          |
| DIRECTORS TRAVEL/EDUCATION                          | 70.62               | 416.67              | 346.05               | 83.1          | 133.84                | 1,666.68              | 1,532.84             | 92.0          |
| SECURITY  | 289.00              | 416.67              | 127.67               | 30.6          | 1,156.00              | 1,666.68              | 510.68               | 30.6          |
| POSTAGE   | 856.02              | 1,083.33            | 227.31               | 21.0          | 3,545.73              | 4,333.32              | 787.59               | 18.2          |
| OFFICE SUPPLIES                                     | 2,050.01            | 1,750.00            | (300.01)             | (17.1)        | 6,042.16              | 7,000.00              | 957.84               | 13.7          |
| VENTURA RIVER WATERSHED ISSUES                      | 53.71               | 4,166.67            | 4,112.96             | 98.7          | 14,018.35             | 16,666.68             | 2,648.33             | 15.9          |

**Ventura River Water District**  
Income Statement  
(Original Budget to Actual Comparison)  
For the period of 10/1/2023 Through 10/31/2023

|  | Current Period      |                      |                     |                | Year To Date        |                       |                      |                |
|--|---------------------|----------------------|---------------------|----------------|---------------------|-----------------------|----------------------|----------------|
|  | Actual              | Budget               | Variance            | %              | Actual              | Budget                | Variance             | %              |
| BAD DEBT EXPENSE                                   | 0.00                | 333.33               | 333.33              | 100.0          | 0.00                | 1,333.32              | 1,333.32             | 100.0          |
| CONSERVATION                                       | 8,798.75            | 8,333.33             | (465.42)            | (5.6)          | 20,531.25           | 33,333.32             | 12,802.07            | 38.4           |
| <b>Total General &amp; Administrative Expenses</b> | <b>\$33,138.69</b>  | <b>\$35,324.99</b>   | <b>\$2,186.30</b>   | <b>6.2 %</b>   | <b>\$101,595.71</b> | <b>\$141,299.96</b>   | <b>\$39,704.25</b>   | <b>28.1 %</b>  |
| <b>Total Expenses</b>                              | <b>\$220,504.31</b> | <b>\$259,274.99</b>  | <b>\$38,770.68</b>  | <b>15.0 %</b>  | <b>\$815,407.33</b> | <b>\$1,037,099.96</b> | <b>\$221,692.63</b>  | <b>21.4 %</b>  |
| <b>Income (Loss) from Operations</b>               | <b>\$6,982.52</b>   | <b>\$(11,648.99)</b> | <b>\$18,631.51</b>  | <b>159.9 %</b> | <b>\$224,718.83</b> | <b>\$36,334.04</b>    | <b>\$188,384.79</b>  | <b>518.5 %</b> |
| <b><u>Other Income (Expense)</u></b>               |                     |                      |                     |                |                     |                       |                      |                |
| PROPERTY TAXES                                     | \$0.00              | \$5,000.00           | \$(5,000.00)        | (100.0)%       | \$(2,829.75)        | \$20,000.00           | \$(22,829.75)        | (114.1)%       |
| INTEREST INCOME                                    | 2.99                | 666.67               | (663.68)            | (99.6)         | 4,758.74            | 2,666.68              | 2,092.06             | 78.5           |
| OTHER REVENUE                                      | 4,289.81            | 0.00                 | 4,289.81            | 0.0            | 14,706.17           | 15,000.00             | (293.83)             | (2.0)          |
| GRANT REVENUE                                      | 0.00                | 8,333.33             | (8,333.33)          | (100.0)        | 0.00                | 33,333.32             | (33,333.32)          | (100.0)        |
| <b>Total Other Income (Expense)</b>                | <b>\$4,292.80</b>   | <b>\$14,000.00</b>   | <b>\$(9,707.20)</b> | <b>(69.3)%</b> | <b>\$16,635.16</b>  | <b>\$71,000.00</b>    | <b>\$(54,364.84)</b> | <b>(76.6)%</b> |
| <b>Income Before Taxes</b>                         | <b>\$11,275.32</b>  | <b>\$2,351.01</b>    | <b>\$8,924.31</b>   | <b>379.6 %</b> | <b>\$241,353.99</b> | <b>\$107,334.04</b>   | <b>\$134,019.95</b>  | <b>124.9 %</b> |
| <b>Net Income (Loss)</b>                           | <b>\$11,275.32</b>  | <b>\$2,351.01</b>    | <b>\$8,924.31</b>   | <b>379.6 %</b> | <b>\$241,353.99</b> | <b>\$107,334.04</b>   | <b>\$134,019.95</b>  | <b>124.9 %</b> |

Ventura River Water District

Balance Sheet  
As of 10/31/2023

**Assets**

**Current Assets**

|                                     |              |                |
|-------------------------------------|--------------|----------------|
| FUNDS IN COUNTY TREASURY            | \$739,979.98 |                |
| LOCAL AGENCY INVESTMENT FUND        | 531,729.38   |                |
| PETTY CASH                          | 580.03       |                |
| SECURITY DEPOSIT CHECKING           | 11,248.74    |                |
| RABO6073                            | 152,650.06   |                |
| PRO-EQUITIES                        | 919,387.30   |                |
| ACCOUNTS RECEIVABLE                 | 253,756.88   |                |
| TREASURY INTEREST RECEIVABLE        | 215.35       |                |
| CMWD PENALTY RECEIVABLE             | 76.56        |                |
| GRANTS RECEIVABLE                   | (3,143.75)   |                |
| PREPAID SECURITY MONITORING & MAINT | 95.00        |                |
| PREPAID WEB SERVICES                | 276.68       |                |
| PREPAID INSURANCE                   | 57,777.72    |                |
| PREPAID COMPUTER MAINTENANCE        | 17,458.92    |                |
| PREPAID OTHER                       | 111,496.67   |                |
| DEFERRED OUTFLOWS                   | 162,672.00   |                |
| Total Current Assets                |              | \$2,956,257.52 |

**Property, Plant & Equipment**

|  |                |              |
|--|----------------|--------------|
| WATER SYSTEMS IMPROVEMENT                | \$2,808,236.05 |              |
| SCADA SYSTEM IMPROVEMENTS                | 59,597.10      |              |
| DISTRICT 4 AND DISTRICT 7                | 118,245.00     |              |
| WELLS                                    | 1,852,532.96   |              |
| TANKS                                    | 1,412,845.83   |              |
| PUMPS                                    | 277,620.38     |              |
| METERS                                   | 78,491.94      |              |
| TRUCKS                                   | 297,395.76     |              |
| OFFICE AND SHOP EQUIPMENT                | 229,857.10     |              |
| BUILDINGS                                | 1,802,062.45   |              |
| LAND, WATER & RIGHTS OF WAY              | 227,580.50     |              |
| SCADA SYSTEM                             | 72,538.66      |              |
| BALDWIN EROSION PROTECTION               | 68,324.24      |              |
| PIPELINES                                | 2,382,412.00   |              |
| RE-PLUMB ENCINO & THOMAS PRV VAULTS      | 33,783.75      |              |
| WELL#3 & WELL#2 PUMP & PANEL REPLACEMENT | 306,931.30     |              |
| N. BALDWIN TANK REPAIR                   | 11,204.91      |              |
| SANTA ANA BLVD FIRE FLOW UPGRADE         | 21,700.50      |              |
| TICO MUTUAL PROJECT                      | 70,638.18      |              |
| SRF WATER MAIN PROJECTS                  | 416,754.94     |              |
| SRF CONSTRUCTION POTHOLING               | 70,308.58      |              |
| SRF SOLAR PROJECTS                       | 105,908.82     |              |
| ACCUMULATED DEPRECIATION                 | (4,913,955.31) |              |
| CASITAS SPRINGS EMERGENCY FIRE FLOW PUMP | 16,939.50      |              |
| GAIN/LOSS ON ASSET DISPOSAL              | 18,792.96      |              |
| Total Property, Plant & Equipment        |                | 7,846,748.10 |

**Total Assets**

\$10,803,005.62

**Liabilities and Equity**

**Current Liabilities**

|                               |            |
|-------------------------------|------------|
| ACCOUNTS PAYABLE              | \$5,832.34 |
| PTO PAYABLE                   | 153,725.27 |
| CONSTRUCTION DEPOSITS PAYABLE | 3,471.25   |
| GARNISHMENTS PAYABLE          | (194.00)   |
| SECURITY DEPOSIT PAYABLE      | 6,535.03   |

12/15/23  
11:16:34 AM

**Ventura River Water District**

**ATTACHMENT 3C**

Balance Sheet  
As of 10/31/2023

|  |                |                                      |
|--|----------------|--------------------------------------|
| DEPOSIT PAYABL-SVC INSTALL/HYDRANT METER | 250.00         |                                      |
| TICO MUTUAL TRUST                        | 51,832.53      |                                      |
| FLIEXIBLE SPENDING ACCOUNT               | 162.28         |                                      |
| DEPENDENT CARE                           | 3,416.47       |                                      |
| NET PENSION LIABILITY                    | 203,443.00     |                                      |
| DEFERRED INFLOWS                         | 213,131.00     |                                      |
| Total Current Liabilities                |                | <u>\$641,605.17</u>                  |
| <b>Total Liabilities</b>                 |                | <b>\$641,605.17</b>                  |
| <br>                                     |                |                                      |
| <b><u>Equity</u></b>                     |                |                                      |
| INVESTMENT IN CAPITAL ASSETS             | \$7,786,425.00 |                                      |
| UNRESTRICTED NET POSITION                | 2,133,621.46   |                                      |
| Current Year Profit/Loss                 | 241,353.99     |                                      |
| Total Equity                             |                | <u>10,161,400.45</u>                 |
| <b>Total Liabilities and Equity</b>      |                | <b><u><u>\$10,803,005.62</u></u></b> |

| <b>VENTURA RIVER WATER DISTRICT</b><br><b>Status of Capital Improvement Projects - FYE 2024</b><br><b>10/31/2023</b> |  |                      |                     |                      |  |
|--|--|----------------------|---------------------|----------------------|--|
| <b>Water System Improvements</b>   |  |                      |                     |                      |  |
| Account  | Fixed Asset  | 23/24 Budget         | YTD                 | Remaining/(Over)     | Description/Status   |
| 13014  | Well #6 Retaining Wall   | \$ 30,000.00         |                     | \$ 30,000.00         | Retaining wall, gravel pad at Well #6  |
| 13040  | Mixing Valve South Alto Tank   | \$ 25,000.00         |                     | \$ 25,000.00         | Mixing valve for South Alto Tank to prevent thermostratification                               |
| 13061  | Well #2 & 3 Pump & Pannel Replacement                                | \$ 300,435.00        | \$ 1,268.50         | \$ 299,166.50        | Pump & Panel Replacement ct'd  |
| 13105  | Casitas Springs Emergency Fire Flow Pump                             | \$ 41,000            | \$ 1,113.75         | \$ 39,886.25         | Finish pump design and specs, contract award to Phoenix Civil Engineering                      |
| 13094  | Tico Mutual Annexation Project                                       | \$ 20,000            | \$ 4,215.00         | \$ 15,785.00         | LAFCo Application, Design Engineering, SRF Coordination  |
| 13098  | SRF Water Main Projects , Planning for Environmental, Engr, Easemts  | \$ 250,000           | \$ 7,456.50         | \$ 242,543.50        | Awarded to Phoenix = \$658,000 (13098 & 13099), Potholing & Easements                          |
| 13100  | SRF Solar Projects , Planning for Environmental, Engr                | \$ 31,000            | \$ 463.75           | \$ 30,536.25         | Awarded to Phoenix = \$114,227, Ventura Energy Baldwin & Parker Site Interconnection Agreement |
| 13010  | Hydrant & Valve Replacement Project                                  | \$ 205,000           |                     | \$ 205,000.00        | To be completed Fall 2023 pending funding  |
| 13110  | SCADA Communication Alarm & Cla-Val for Emergency backfill of Parker | \$ 25,000            |                     | \$ 25,000.00         | Development of Communciation failure alarm and intergration of 4" Cla-Val at Parker Site       |
|  | <b>Total</b>   | <b>\$ 927,435</b>    | <b>\$ 14,518</b>    | <b>\$ 912,918</b>    |  |
| <b>Auto Equipment</b>  |  |                      |                     |                      |  |
| Account  | Fixed Asset  | 23/24 Budget         | YTD                 | Remaining/Over       | Description/Status   |
| N/A  |  |                      |                     |                      |  |
| <b>Shop Equipment</b>  |  |                      |                     |                      |  |
| Account  | Fixed Asset  | 23/24 Budget         | YTD                 | Remaining/Over       | Description/Status   |
| N/A  |  |                      |                     |                      |  |
| <b>Office Equipment</b>  |  |                      |                     |                      |  |
| Account  | Fixed Asset  | 23/24 Budget         | YTD                 | Remaining/Over       | Description/Status   |
| N/A  |  |                      |                     |                      |  |
|  | <b>Summary</b>   | <b>\$ 927,435.00</b> | <b>\$ 14,517.50</b> | <b>\$ 912,917.50</b> |  |

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**DATE:** December 20, 2024  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** APPROVAL OF BOARD MEETING CALENDAR 2024

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**SUMMARY**

A copy of the Board Meeting calendar dates for 2024 is attached and ready for Board review.

**RECOMMENDED ACTIONS**

The General Manager recommends that the Board approve the Board Meeting Calendar for 2024.

**FISCAL SUMMARY**

There is no fiscal impact associated with the adoption of the Board Meeting Calendars.

Attachment:

A – 2024 Board Calendar

# 2024

## VENTURA RIVER WATER DISTRICT

### BOARD AGENDA CALENDAR DATES WITH MAJOR ACTION ITEMS

|                             |  |
|-----------------------------|--|
| JANUARY, 17 <sup>th</sup>   | Legal Counsel & General Manager Reviews, Update Personnel Policy, Audit Report for FY 2022/23, Capital Improvement Plan (CIP) Prioritization |
| FEBRUARY, 21 <sup>st</sup>  | Mid-Year Budget Review, Goals update, Potential Update to Director Compensation (on even years).   |
| MARCH, 20 <sup>th</sup>     | Review of 10-Year Capital Improvement  |
| APRIL, 17 <sup>th</sup>     | Review Water Rate Study, Draft 2024/25 Budget & Salary Review  |
| MAY, 15 <sup>th</sup>       | Draft 2024/25 Budget Review  |
| JUNE, 19 <sup>th</sup>      | Adopt 2024/25 Budget, Salary Schedule, Investment Policy Resolution, CIP   |
| JULY, 17 <sup>th</sup>      | Reimbursement Disclosure for FY 2023/24  |
| AUGUST, 21 <sup>st</sup>    | Goals Update (Potentially DARK)  |
| SEPTEMBER, 18 <sup>th</sup> | Normal District Business   |
| OCTOBER, 16 <sup>th</sup>   | Normal District Business   |
| NOVEMBER, 20 <sup>th</sup>  | January 1 <sup>st</sup> new laws legal update from District Legal Counsel  |
| DECEMBER, 18 <sup>th</sup>  | Audit Report & Management Letter for FY 2023/24, Distribute Funds to Reserve Accounts, Election of Officers, Draft Agenda Calendar 2025      |

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** APPROVE BOARD MEMBER ATTENDANCE TO SPECIAL DISTRICT CONFERENCE

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### **RECOMMENDED ACTIONS**

The General Manager recommends that the Board approve Director Lary's request to attend the 2024 Special District Leadership Academy in San Luis Obispo.

### **BACKGROUND**

Director Laurie Lary would like to attend the 2024 Special District Leadership Academy in San Luis Obispo from February 4-7, 2024. This conference is designed for elected and appointed directors, with a focus on governance issues that are central to a Board's responsibilities.

The Leadership Academy offers a comprehensive curriculum aimed at enhancing understanding of governance and specific jobs the Board must perform. Attendees will learn the crucial roles of the board and staff, the characteristics of effective boards, and how culture, norms, values, and operating styles influence the decision-making process.

This conference offers an opportunity for Director Lary to acquire new tools and knowledge to help govern our district effectively.

Per the District's personnel policy, conferences that last more than a day or involve out-of-town travel require prior approval from the Board. Director Lary is requesting approval to attend the conference.

### **FISCAL IMPACT**

The registration cost is \$720 before January 11, 2024. Travel and lodging are estimated to cost \$1,000 (\$200 for travel, \$800 for lodging). These costs have been appropriately budgeted in this fiscal year's approved budget under account number 70009.

Attachment:

A – Conference Brochure

# ACHIEVING DISTRICT GOALS... TOGETHER.

## Three Opportunities for Training Throughout The State!



- February 4 – 7, 2024 - San Luis Obispo
- April 14 – 17, 2024 – San Diego
- November 3 – 6, 2024 – San Rafael

*All New Sessions for Returning Attendees (San Diego and San Rafael)*



CSDA's 2024  
**Special District  
Leadership Academy Conference**

*A Comprehensive Governance Leadership Conference for Elected and Appointed Directors/Trustees*



**California Special  
Districts Association**  
*Districts Stronger Together*

# BOARD & STAFF LEARN TO WORK AS A TEAM.

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.



Complete all Four Modules of the **Special District Leadership Academy** as Virtual Workshops

**Module 1: Governance Foundations**

February 21 – 22, 2024

9:00 a.m. – 12:00 p.m. each day

**Module 2: Setting Direction / Community Outreach**

April 3 – 4, 2024

9:00 a.m. – 12:00 p.m. each day

**Module 3: Board's Role in Finance and Fiscal Accountability**

September 25 – 26, 2024

9:00 a.m. – 12:00 p.m. each day

**Module 4: Board's Role in Human Resources**

December 4 – 5, 2024

9:00 a.m. – 12:00 p.m. each day



FOR DIRECTORS AND TRUSTEES

## CERTIFICATE IN SPECIAL DISTRICT GOVERNANCE

Designed to acknowledge special district board members and trustees who have taken extra steps to become better educated in core areas of governance.

Complete the Special District Leadership Academy + 10 additional professional development hours and receive this recognition.

1112 I Street, Suite 200, Sacramento, CA 95814 • t: 916.231.2909 • [www.sdlf.org](http://www.sdlf.org)

# ATTEND

## CSDA'S SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE

Local boards are the reason why local control is local. Special district boards are the voices of the community, and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table.

Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

***Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!***

### Attendees will learn:

- Working as a team: The roles of the board and staff in your district
- Attributes and characteristics of highly effective boards
- How culture, norms, values, and operating styles influence the district
- Specific jobs that the board must perform
- How individual values, skills, and knowledge help to shape how effective boards operate
- The importance of moving from "I" to "we" as the governance team
- The board's role in setting direction for the district
- The board's role in finance and fiscal accountability
- And much more!



### SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference, reducing SDRMA member's annual contribution amount.



SHOWCASE YOUR DISTRICT'S  
COMMITMENT TO EXCELLENCE

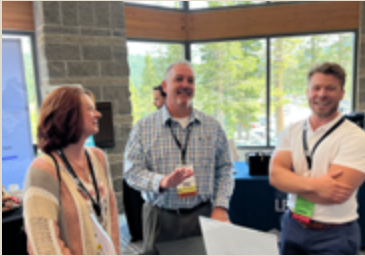
## DISTRICT OF DISTINCTION ACCREDITATION

Designed as a way for districts to highlight their prudent fiscal practices along with other areas important to effectively operate and govern a special district.



# FIRST-TIME ATTENDEE

## SCHEDULE OF EVENTS



### SUNDAY

**5:30 – 7:00 p.m.**  
**REGISTRATION AND NETWORKING RECEPTION**

Take a moment to connect with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

### TUESDAY

**8:30 – 10:00 a.m.**  
**FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE**

*\* This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership*

This conference session will highlight the importance of setting the direction for your district. Learn the critical components of direction-setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values, strategic goals, and how to communicate those objectives to your constituents.

**10:00 – 10:30 a.m.**  
**BREAK (All Attendees)**

**10:30 – 12:00 p.m.**  
**FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE (continued)**

**12:00 – 1:00 p.m.**  
**LUNCH PROVIDED (All Attendees)**

**1:15 – 2:45 p.m.**  
**GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH**

*\* This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.*

This conference session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences
- Responding to public input
- Media relations
- Legislative outreach and advocacy

**2:45 – 3:00 p.m.**  
**BREAK (All Attendees)**

### MONDAY

**8:30 – 10:00 a.m.**  
**BUILDING A FOUNDATION FOR GOOD GOVERNANCE**

*\* This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.*

In this conference session, the instructor will lay the groundwork for good governance in your district.

Attendees will discover:

- Why good governance is so important to the overall wellbeing of the district
- The traits of effective board members
- What good governance means and how to effectively put it into practice
- How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building

**10:00 – 10:30 a.m.**  
**BREAK (All Attendees)**

**10:30 a.m. – 12:30 p.m.**  
**BUILDING A FOUNDATION FOR GOOD GOVERNANCE (continued)**

**12:30 – 1:30 p.m.**  
**LUNCH PROVIDED (All Attendees)**

**1:45 – 3:00 p.m.**  
**DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS**

*\* This session covers Module 4 of the Special District Leadership Academy: Board's Role in Human Resources.*

This conference session will teach participants how to determine the human resource (HR) health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources
- Recognizing HR red flags and positive indicators
- Developing and maintaining essential HR policies
- Covering confidentiality and legal liabilities
- Evaluating the general manager

**3:00 – 3:30 p.m.**  
**BREAK (All Attendees)**

**3:30 – 4:30 p.m.**  
**DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS (continued)**

**5:30 – 7:00 p.m.**  
**SIP AND SAVOR EVENING RECEPTION**



*Sponsored by the Special District Risk Management Authority (SDRMA)*

Join us for a lively evening of networking and refreshments.



**3:00 – 4:00 p.m.**

**GET THE WORD OUT! BEST PRACTICES  
FOR COMMUNICATION AND OUTREACH**  
(continued)

**OPEN EVENING**

## ● WEDNESDAY

**8:30 – 10:00 a.m.**

**SHOW ME THE MONEY! WHAT DO  
BOARD MEMBERS NEED TO KNOW  
ABOUT DISTRICT FINANCES?**

*\* This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.*

This conference session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts.

Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

**10:00 – 10:15 a.m.**

**BREAK** (All Attendees)

**10:15 a.m. – 12:00 p.m.**

**SHOW ME THE MONEY! WHAT DO BOARD  
MEMBERS NEED TO KNOW ABOUT  
DISTRICT FINANCES?** (continued)

**12:00 p.m.**

**GRADUATION CERTIFICATE DISTRIBUTION**

*First-time attendees must attend all sessions and turn in their completed certificate application in order to receive their certificate at the conclusion of the conference.*

## RETURNING ATTENDEE

### SCHEDULE OF EVENTS

**SDLA Graduate? Join us for our Returning Attendee Track with Two Days of Breakout Sessions with topics such as:**

- Promoting Civility in a Time of Heightened Partisanship and Polarization
- Rules of Engagement
- Community Outreach
- Financial Reporting
- Board / Manager Relationship Best Practices
- Leading Challenging Board Meetings

Check the SDLA Website for Returning Attendee Track Session details when agenda is confirmed. Returning Attendee Track available only in San Diego and San Rafael.



## ● SUNDAY

**5:30 – 7:00 p.m.**

**REGISTRATION AND NETWORKING  
RECEPTION**

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

## ● MONDAY

**8:30 a.m. – 12:30 p.m.**  
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**  
**BREAK** (ALL ATTENDEES)

**12:30 – 1:30 p.m.**  
**LUNCH PROVIDED** (ALL ATTENDEES)

**1:45 – 4:30 p.m.**  
**BREAKOUT SESSIONS**

**3:00 – 3:30 p.m.**  
**BREAK** (ALL ATTENDEES)

**5:30 – 7:00 p.m.**  
**SIP AND SAVOR EVENING RECEPTION**

*Sponsored by the Special District Risk Management Authority (SDRMA)*



Join us for an entertaining evening of networking and refreshments.

## ● TUESDAY

**8:30 a.m. – 12:00 p.m.**  
**BREAKOUT SESSIONS**

**10:00 – 10:30 a.m.**  
**BREAK** (ALL ATTENDEES)

**12:00 – 1:00 p.m.**  
**LUNCH PROVIDED** (ALL ATTENDEES)

**1:15 – 4:00 p.m.**  
**BREAKOUT SESSIONS**

**2:45 – 3:00 p.m.**  
**BREAK** (ALL ATTENDEES)

**4:00 p.m.**  
**CONFERENCE ENDS FOR RETURNING  
ATTENDEES**



**February 4 – 7, 2024**

**Embassy Suites  
by Hilton San Luis Obispo**

333 Madonna Rd, San Luis Obispo, CA 93405

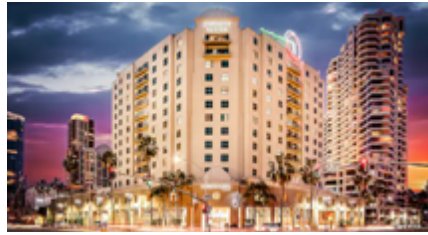
HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block start at the rate of \$149 plus tax and fees per day. The room reservation cut-off is January 11, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration.

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, and complimentary guest room Wi-Fi.



**EARLY BIRD DISCOUNT:** The early bird discount for this location requires registration on or before Thursday, January 11, 2024.

Cancellations must be in writing and received by CSDA no later than January 11, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after January 11, 2024. Substitutions are acceptable and must be done in writing no later than January 26, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.



**April 14 – 17, 2024**

**Embassy Suites  
by Hilton San Diego Bay Downtown**

601 Pacific Hwy, San Diego, CA 92101

HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block are available at the rate of \$194\* or prevailing federal per diem at time of check in plus tax. The room reservation cut-off is March 19, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration. \*current federal per diem as of 9/14/23 but subject to change

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, \$40/night overnight parking, and complimentary guest room Wi-Fi.



**EARLY BIRD DISCOUNT:** The early bird discount for this location requires registration on or before Tuesday, March 19, 2024.

Cancellations must be in writing and received by CSDA no later than March 19, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after March 19, 2024. Substitutions are acceptable and must be done in writing no later than April 5, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.



**November 3 – 6, 2024**

**Embassy Suites  
by Hilton San Rafael - Marin County**

101 McInnis Parkway, San Rafael, CA 94903

HOTEL ROOM RESERVATIONS: CSDA room reservations in the CSDA room block start at the rate of \$166 plus tax and fees per day. The room reservation cut-off is October 13, 2024; however, space is limited and may sell out before this date. Information regarding hotel reservations and link to book in the CSDA room block will be emailed within 24 hours of registration.

CSDA rate includes: complimentary full, cooked-to-order breakfast buffet, complimentary Nightly Managers Reception, \$7/night overnight parking, and complimentary guest room Wi-Fi.



**EARLY BIRD DISCOUNT:** The early bird discount for this location requires registration on or before Sunday, October 13, 2024.

Cancellations must be in writing and received by CSDA no later than October 13, 2024, at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after October 13, 2024. Substitutions are acceptable and must be done in writing no later than October 25, 2024, at 5:00 p.m. Please submit any cancellation notice or substitution requests to [meganh@csda.net](mailto:meganh@csda.net) or fax to 916-520-2465.



2024 Registration Form  
Special District Leadership Academy Conference

(Use one form per registrant)

Three Ways to Register

- **Register online** by visiting the SDLA Conference website at [sdla.csda.net](http://sdla.csda.net).
- **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
- **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cassandra Strawn at [membership@csda.net](mailto:membership@csda.net) or call toll-free at the number listed above.



|  |   |   |
|--|---|---|
| Name/Title:  |   |   |
| <input type="checkbox"/> First-time Attendee <input type="checkbox"/> Returning Attendee   |   |   |
| District:  |   |   |
| Address:   |   |   |
| City:  | State:  | Zip:  |
| Phone:   |   | Fax:  |
| <input type="checkbox"/> Member <input type="checkbox"/> Non-member  |   | Email:  |
| Emergency Contact - Name & Phone:  |   |   |
| WHICH CONFERENCE WILL YOU BE ATTENDING?  |   |   |
| <input type="checkbox"/> FEBRUARY 4 – 7, 2024 - SAN LUIS OBISPO<br>EARLY BIRD DISCOUNT: JANUARY 11, 2024<br><br><input type="checkbox"/> CSDA Member                      \$720<br><input type="checkbox"/> Non-member                         \$1,080<br><br>AFTER JANUARY 11<br><input type="checkbox"/> CSDA Member                      \$775<br><input type="checkbox"/> Non-member                         \$1,160 | <input type="checkbox"/> APRIL 14 – 17, 2024 - SAN DIEGO<br>EARLY BIRD DISCOUNT: MARCH 19, 2024<br><br><input type="checkbox"/> CSDA Member                      \$720<br><input type="checkbox"/> Non-member                         \$1,080<br><br>AFTER MARCH 19<br><input type="checkbox"/> CSDA Member                      \$775<br><input type="checkbox"/> Non-member                         \$1,160 | <input type="checkbox"/> NOVEMBER 3 – 6, 2024 - SAN RAFAEL<br>EARLY BIRD DISCOUNT: OCTOBER 13, 2024<br><br><input type="checkbox"/> CSDA Member                      \$720<br><input type="checkbox"/> Non-member                         \$1,080<br><br>AFTER OCTOBER 13<br><input type="checkbox"/> CSDA Member                      \$775<br><input type="checkbox"/> Non-member                         \$1,160 |
| SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!  |   |   |
| ADDITIONAL ATTENDEE FROM THE SAME DISTRICT<br>BEFORE EARLY BIRD DISCOUNT<br><br><input type="checkbox"/> CSDA Member                      \$490<br><input type="checkbox"/> Non-member                         \$735   |   | ADDITIONAL ATTENDEE FROM THE SAME DISTRICT<br>AFTER EARLY BIRD DISCOUNT<br><br><input type="checkbox"/> CSDA Member                      \$545<br><input type="checkbox"/> Non-member                         \$820   |
| Payment  |   |   |
| <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express   |   |   |
| Acct. Name:  |   | Acct. Number:   |
| Expiration Date:   | CVC:  | Authorized Signature:   |
| Special Needs (including Dietary, all special dietary needs must be indicated in advance of conference)  |   |   |
| <input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:  |   |   |

**Consent to Use Photographic Images:** Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

**Anti-Discrimination and Harassment Policy:** CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at [www.csda.net/about-csda/who-we-are](http://www.csda.net/about-csda/who-we-are).



## Steady as you go.

When your team and ours all pull together, you get the sure-footed stability you need to proceed with confidence. As an extension of your staff, we are always at the sidelines delivering service and expertise. For everything from Workers' Compensation and Property/Liability coverages to Health Benefits options available throughout California, we are here to keep you going strong. For more information, visit [sdrma.org](http://sdrma.org).



*Maximizing Protection. Minimizing Risk.*

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** UPDATE SIGNATORIES FOR MECHANICS BANK

---

### **RECOMMENDED ACTIONS**

The General Manager recommends that the Board make the following changes to both of the District's checking accounts:

1. Update the Resolution Signers to replace Nathan Rosser with Laurel Lary; and
2. Update the Account Signers to remove Nathan Rosser and Bert Rapp and replace them with Laurel Lary and Alma Quezada.

### **BACKGROUND**

The District has two checking accounts with Mechanics Bank. One is used for operations and the other as a trust account to hold customers' deposits. There are two items associated with the District's accounts that require updating.

#### 1. Resolution Signers

Resolution signers have the authority to make changes to the accounts, withdraw funds, use an automated teller card to access District funds, and send/review/authorize wire and electronic transfers. The current resolution signers are Bruce Kuebler, Peggy Wiles, and Nathan Rosser. Director Nathan Rosser resigned in August of 2023 and Laurel Lary was appointed to fill the vacancy. Staff recommends replacing Nathan Rosser's name with Laurel Lary as a resolution signer.

#### 2. Account Signers

Account signers are authorized to sign checks and are not authorized to make changes to the account. The District requires two signatures on bank checks. The current account signers are Ed Lee, Bruce Kuebler, Peggy Wiles, Jack Curtis, Nathan Rosser and Bert Rapp. Alma Quezada was appointed to the General Manager position in October of 2023 to replace the retiring General Manager, Bert Rapp. The bank requires updating all signature cards when changes are in order. Staff recommends updating all signature cards to remove Nathan Rosser and Bert Rapp and replace with Laurel Lary and Alma Quezada.

### **FISCAL IMPACT**

There is no fiscal impact associated with updating the resolution signers or account signers.

Attachment:

A – Resolution Signers

**PUBLIC ENTITY BANKING RESOLUTION**

VENTURA RIVER WATER DISTRICT

I certify that I am the Treasurer of \_\_\_\_\_, a Public Entity organized under the laws of the state of CALIFORNIA ("Organization"). I also certify that at a meeting of the Organization's Board of Directors held on 9/28/2021, at which a quorum was present and acting throughout, the following resolutions were adopted and are now in full effect.

**AUTHORITY TO SIGN AND ACT FOR THE ORGANIZATION**

**(Cross out any of the below acts that the designated persons are not authorized to perform.)**

It is resolved that the persons now or subsequently holding the positions named below are individually authorized in the name of and on behalf of the Organization to:

- Establish any banking accounts and services.
- Sign, or change in writing, any agreement with Bank regarding Organization's banking deposit relationship, including the use of automated teller services.
- Specify in writing to Bank the individuals who are authorized, in the name of and on behalf of Organization to:
  - Withdraw funds from any of Organization's banking accounts on Organization's checks or orders, subject to any multiple signature requirements, as set forth in a separate agreement between Organization and Bank.
  - Individually use an automated teller card to access any of Organization's deposit accounts, regardless of any multiple signature requirements otherwise applicable to the accounts.
  - Endorse and deliver to Bank, for any purpose, and in any amount, negotiable or non-negotiable commercial paper of any kind, owned by, held by, or payable to Organization.
  - Send, review, and/or authorize wire and electronic transfers of funds from Organization's deposit accounts. Such authority may be exercised by such authorized individuals acting alone, regardless of any multiple signature requirements otherwise applicable to the accounts.
  - Otherwise access Organization's deposit accounts.

This authority may be exercised at such time and on such terms as Organization's designated Representatives believe proper. This authority will remain in effect until Bank receives written notice of revocation at the Office where Organization's banking relationship is maintained.

I further certify that the following are true and correct specimen signatures of Organization's designated Representatives, who hold the titles stated below. **Please cross out any unused signature lines.**

|  |  |                                  |
|--|--|----------------------------------|
| BRUCE W KUEBLER                                  | <u>X. </u> | PRESIDENT                        |
| Representative's Name (Typed or Clearly Printed) | Representative's Signature   | Title (Typed or Clearly Printed) |
| PEGGY WILES                                      | <u>X. </u>  | VICE PRESIDENT                   |
| Representative's Name (Typed or Clearly Printed) | Representative's Signature   | Title (Typed or Clearly Printed) |
| NATHAN ROSSER                                    | <u>X. </u> | TREASURER                        |
| Representative's Name (Typed or Clearly Printed) | Representative's Signature   | Title (Typed or Clearly Printed) |
| Representative's Name (Typed or Clearly Printed) | Representative's Signature   | Title (Typed or Clearly Printed) |

**Ratification of Prior Acts**

The Organization ratifies and authorizes all acts of any of the Organization's designated Representative(s) performed in the name of Organization with respect to Organization's banking deposit relationship before the date of this authorization.

**WITNESSED**

|   |  |                |
|---|--|----------------|
| NATHAN ROSSER                               | <u>X. </u> | <u>9-28-21</u> |
| Treasurer's Name (Typed or Clearly Printed) | Treasurer's Signature  | Date           |

When the Treasurer is designated as the Organization's sole Representative, this Agreement should also be signed by a second officer.

|  |                    |               |
|--|--------------------|---------------|
| _____<br>Name and Title (Typed or Clearly Printed) | _____<br>Signature | _____<br>Date |
|--|--------------------|---------------|

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** 2023 ANNUAL EMPLOYEE SURVEY

---

### **SUMMARY**

In a small organization, employees may encounter challenges to expressing and having their concerns heard. The current survey process utilizes the District's Legal Counsel as a neutral, third-party to receive comments from all employees during the annual review of the General Manager. Legal Counsel will keep the employee's name confidential and summarize comments for the General Manager and/or the Board President as appropriate. The survey questions have been updated and are attached.

### **RECOMMENDED ACTIONS**

The General Manager recommends that:

1. The Board review the Annual Employee Survey and direct that it be distributed.

### **BACKGROUND**

The draft Employee survey is attached.

The purpose for utilizing the District's Legal Counsel is to provide an independent and neutral third-party reviewer, separate from in-house District staff, with the goal of receiving constructive feedback on District operations and management. Legal Counsel can determine if staff concerns can be managed by the General Manager or if they need to be brought to the attention of the Board President.

If an employee desires a personal interview by the Legal Counsel, they may request it.

### **FISCAL IMPACT**

The current cost for the District Legal Counsel is \$325/hour and perhaps 4 hours may be spent per year at a cost of about \$1,300.

Attachments:

A – Annual Employee Survey



4. Do you feel that the General Manager cares about you as a person?
5. Do you trust the General Manager to lead the organization to future success?
6. Does the General Manager create a trusting and open environment?
7. Does the General Manager make you feel like a valued part of the team?
8. When requested or necessary, are you receiving competent supervision and guidance from the General Manager in your current role?

9. What is your sense overall of how things are working at the VRWD (Please consider: performance of the General Manager and overall communication, morale, productivity, systems & processes), specifically:
- a. What could be improved?
  - b. What is going well?
10. What is your **favorite** thing about working for VRWD?
11. What is your **least** favorite thing about working for VRWD?
12. Based on your comments last year, have you observed any positive or negative changes?
13. Is there anything else you think is important that should be known or understood?

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G. General Manager  
**SUBJECT:** DISTRICT FUNDS AND INVESTMENT OPTIONS

---

### **RECOMMENDED ACTIONS**

The General Manager recommends that the Board:

1. Direct staff to move all LAIF funding to California CLASS; and
2. Direct staff to move a portion of County Treasury Funds to California CLASS; and
3. Provide direction to staff on a preferred investment path for a CD that recently matured.

### **BACKGROUND**

The District has approximately \$531,729.35 in the Local Agency Investment Fund (LAIF), \$751,793.98 in the County of Ventura Treasury Fund, and \$948,000 in Certificates of Deposits (CD's). Interest rates have increased in the last several months and the District may benefit from a strategic move to redirect funds to higher interest earning accounts to enhance our financial returns.

This memo will discuss the options available for the Board's consideration to redirect/reinvest District's funds from the LAIF, the County of Ventura Treasury Fund, and CD's.

#### **LAIF vs. California CLASS**

The District has a total of \$531,729.35 invested in LAIF. LAIF is a voluntary program created by the State of California to enable local governmental agencies to pool their money for larger, diversified investment opportunities. LAIF is managed by the State Treasurer and offers high liquidity, with participants allowed to make deposits or withdrawals on any business day. As of now, LAIF provides a return of 3.91%.

California CLASS, on the other hand, is a joint powers authority (JPA) created by public agencies for public agencies, providing a safe, secure investment alternative for short-term surplus funds. Just like LAIF, California CLASS offers daily liquidity, but it is managed by a Board of Trustees elected from participating public agencies. It also provides a competitive yield and boasts an interest rate of 5.54%.

While both investment vehicles offer government-grade security and daily liquidity, the primary difference lies in their management and returns. LAIF is state-managed and currently offers a lower return compared to California CLASS, which is managed by participating public agencies and offers a higher return.

Given the current economic conditions and interest rate environment, a move from LAIF to California CLASS would mean benefiting from an additional 1.63% yield on our investments. This could significantly increase our interest income, thereby providing more funds for the District.

Options available for LAIF funds:

1. Keep funding as is. This will maintain the current interest rate and associated interest income.
2. Move funds to California CLASS. The District would benefit from an additional 1.63% yield, generating an extra \$8,667 per year.

| Principal  | LAIF<br>[3.91%] | CA CLASS<br>[5.54%] | Difference<br>[1.63%] |
|------------|-----------------|---------------------|-----------------------|
| \$ 531,729 | \$ 20,791       | \$ 29,458           | \$ 8,667              |

It's important to note that both accounts have interest rates that fluctuate and neither one is FDIC insured. In general, LAIF will have lower interest rates due to how funds are invested. Regardless of where the Board chooses to have the District's funds invested, staff will be monitoring the returns to make recommendations for potential adjustments.

Staff recommends moving all funding from LAIF to California CLASS.

County of Ventura Treasury Fund (County Treasury)

The District has a total of \$751,793.98 invested with the County Treasury earning an interest rate of 3.57% paid quarterly. The District's account is not individually FDIC insured, but the County's monies are held across funds in one bank account that is FDIC insured. The District's insured amount would be prorated based on the total fund balance.

The District has not redirected funds from this account in at least a decade. The account is set up to receive automatic deposits of property tax apportionments from the County.

Staff recommend moving \$551,794 of this funding to California Class to take advantage of an additional 1.97%, generating an extra \$10,870 per year.

| Principal  | Treasury<br>[3.57%] | CA CLASS<br>[5.54%] | Difference<br>[1.97%] |
|------------|---------------------|---------------------|-----------------------|
| \$ 551,794 | \$ 19,699           | \$ 30,569           | \$ 10,870             |

Certificates of Deposit (CD's)

The District has a total of four CD's managed by Time Value Investments, Inc. (TVI). One of the CD's matured for \$249,439 on November 28, 2023, at an interest rate of 0.7%. The funds are currently in a money market account earning 4.98% interest. There are several options available for reinvesting these funds. Mr. Harrison Stenberg with TVI will present investment options available through a brokerage firm.

As an alternative, the Board can opt to redirect funding from the brokerage firm to a local bank to eliminate the brokerage fees. Staff will present a few of the local banking options available to the District.

**FISCAL IMPACT**

Strategic investing of District funds is crucial for generating additional funding available to the District. Moving \$1,083,523 of District funds to California CLASS will generate an estimated \$19,538 in additional interest income annually. Reinvesting \$249,439 of CD funds into another account will further generate additional interest income.

Attachments:

- A – California Class Brochure
- B – Pacific West Bank CD & Savings Interest Rate Sheet



## California Cooperative Liquid Assets Securities System

### What is California CLASS?

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS offers public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected with the goal of optimizing yields while prioritizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds help assist public agencies in strengthening and diversifying their cash management programs in accordance with the safety, liquidity, and yield hierarchy that provides the framework for the investment of public funds.

### How is it governed and managed?

California CLASS is overseen and governed by a Board of Trustees. The Board is made up of public agency finance professionals who participate in California CLASS and are members of the Joint Powers Authority (JPA). The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

### How can we participate?

Enrolling in California CLASS is simple. Public agencies may become Participants simply by filling out the Participant Registration Form that can be found in the document center on the California CLASS website. Public agencies may submit the completed registration packet to California CLASS Client Services for processing at [clientservices@californiaclass.com](mailto:clientservices@californiaclass.com). To obtain account forms and fund documents, visit [www.californiaclass.com/document-center/](http://www.californiaclass.com/document-center/).

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[www.csda.net](http://www.csda.net)

### CALIFORNIA CLASS FEATURES

**As a California CLASS Participant,  
you have access to many  
convenient features:**

- Same-day availability of funds in Prime Fund (11:00 a.m. PT cut-off)
- Contributions by wire or ACH
- Ratings of 'AAAm' & 'AAAf/S1'
- Portfolio securities marked-to-market daily
- Secure online access for transactions and account statements
- No redemption notices for Prime Fund
- Participant-to-Participant transactions
- Dividends accrue daily and pay monthly
- No maximum or minimum transaction limits
- No maximum or minimum investment requirements
- No transaction fees\*
- Annual audit conducted by independent auditing firm\*\*
- Dedicated client service representatives available via phone or email on any business day

\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from California CLASS for such transactions.

\*\*External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



## What are the objectives of California CLASS?

### Safety

The primary investment objective of the California CLASS Prime Fund is preservation of principal. Both California CLASS portfolios are managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for California CLASS is U.S. Bank, N.A.

### Liquidity

When you invest in the California CLASS Prime Fund, you have access to your funds on any business day. You must notify California CLASS of your funds transaction requests by 11:00 a.m. PT via the online transaction portal. There are no redemption notices for the daily-liquid California CLASS Prime Fund. The California CLASS Enhanced Cash Fund is a variable NAV fund that provides next-day liquidity and requires a one-day notification of redemption.

### Competitive Returns

California CLASS strives to provide competitive yields while adhering to the objectives of safety and liquidity. Participants can benefit from the investment expertise and institutional knowledge provided by the team of Public Trust professionals. The portfolio performance objective is strengthened by the knowledge of

California public agency cash flows that the Public Trust team possesses.

### Ease of Use

To make cash management streamlined and efficient, California CLASS includes many features that make it easy to access account information and simplify record keeping. Participants can transact on any business day via the California CLASS Online Transaction Portal at [www.californiaclass.com](http://www.californiaclass.com).

### Flexibility

You may establish multiple California CLASS subaccounts. You will receive comprehensive monthly statements that show all of your transaction activity, dividend accruals, and yield summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your records.

### Legality

California CLASS only invests in securities permitted by California State Code Section 53601; permitted investments are further restricted to those approved by the Board of Trustees as set forth in the California CLASS Investment Policies.

**Have Questions?** Contact us or visit [www.californiaclass.com](http://www.californiaclass.com) for more information.



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Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Please review the California CLASS Information Statement(s) before investing. California CLASS is not a bank. An investment in California CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the California CLASS Prime Fund seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the California CLASS Information Statement(s) before investing. Past performance is not an indication of future performance. No assurance can be given that the performance objectives of a given strategy will be achieved. Any financial and/or investment decision may incur losses. The California CLASS Prime Fund is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit [www.spglobal.com](http://www.spglobal.com). The California CLASS Enhanced Cash Fund is rated by 'AAAF/SI' by FitchRatings. The 'AAAF' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'SI' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'SI' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit [www.fitchratings.com](http://www.fitchratings.com). Ratings are subject to change and do not remove credit risk.



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## A JOINT POWERS AUTHORITY INVESTMENT POOL

### Client-First & User-Friendly Cash Management Solutions Designed for California Public Agencies of All Sizes

#### California CLASS provides Participants the following benefits:

- ✓ Convenient, modern transaction portal
- ✓ Dedicated client service team equally committed to all California public agencies
- ✓ Portfolios managed in accordance with California Government Code
- ✓ Transparent governance by Board of Trustees
- ✓ Portfolios marked-to-market with net asset value and yields posted to website daily

| Fund Option           | Prime                   | Enhanced Cash              |
|-----------------------|-------------------------|----------------------------|
| Portfolio Type        | Prime-style fund        | Enhanced cash              |
| Purpose               | Operating Funds         | Strategic Reserves         |
| Rating                | 'AAAm'                  | 'AAAf/S1'                  |
| Min/Max Investment    | None                    | None                       |
| Withdrawals           | Unlimited               | Unlimited                  |
| Investment Horizon    | Day-to-Day              | 12-18 Months               |
| Liquidity             | Same-Day                | Next-Day                   |
| WAM                   | ≤60 days                | 90-200 days                |
| Net Asset Value (NAV) | Stable \$1.00 per share | Variable \$10.00 per share |

Learn more about building an optimal liquidity portfolio for your public agency; contact us today.



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# Elevate your rate with Pacific Western Bank

Take the opportunity to build value and put your money to work. Come in and sign up for a CD with a fixed interest rate. Or you can choose a high yield savings at a variable rate that is significantly higher than the national average. Earn an exceptional return on your money starting today.

**4.90%**  
APY\*

5 Month CD

**5.00%**  
APY\*

7 Month CD

**5.15%**  
APY\*

13 Month CD

**5.15%**  
APY\*\*

High Yield Savings

\$5,000 minimum new money requirement\*\*

Available for consumer or business use

Not available for Property Management Companies or HOAs

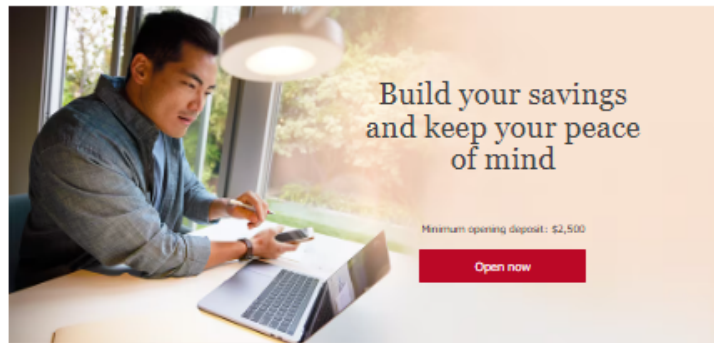
\*Offer is subject to change without notice. These APYs (Annual Percentage Yields) are effective as of 8/30/2023 and assume interest remains on deposit until maturity. A minimum balance of \$2,500 is required to obtain the advertised APY. Fees or withdrawals will reduce earnings and a penalty will be imposed for early withdrawal. Additional information concerning Pacific Western Bank accounts is contained in our Deposit Account Agreement and Disclosure, Certificate of Deposit Confirmation and Schedule of Fees, including information about fees, balance computation methods, compounding and crediting of interest, and contractual terms and conditions.

\*\*This APY (Annual Percentage Yield) is effective as of 5/18/2023. A \$5,000 minimum opening deposit of new money is required, a \$5,000 minimum balance to earn interest is also required. The rate may change after the account is opened and fees or withdrawals will reduce earnings. Additional information concerning Pacific Western Bank accounts is contained in our Deposit Account Agreement and Disclosure, Schedule of Fees, including information about fees, balance computation methods, compounding and crediting of interest, and contractual terms and conditions.



PACIFIC WESTERN BANK

Member FDIC. Equal Housing Lender.



A Wells Fargo Certificate of Deposit (CD) offers an alternative way to grow your savings. You choose the set period of time to earn a guaranteed fixed interest rate, regardless of market conditions. A CD can provide peace of mind whether you're saving for a short-term goal, next year's project, college tuition, or fun-filled vacation.

## Benefits of a Wells Fargo CD account



### Interest rates

CDs typically pay higher interest rates than other deposit products.



### Guaranteed return

Interest rate is set at opening and doesn't change until the CD matures, so you know exactly how much you'll earn.



### Security

Your funds are FDIC-insured up to the maximum applicable limits.



### Flexible terms

You choose what term works best for you.

### Today's CD rates

**Note:** Early withdrawal penalties may apply.

## Special Fixed Rate CDs

| 7 month Special Fixed Rate CD <sup>5</sup>    |          |
|---|----------|
| Special Interest Rate                         | 4.64%    |
| <a href="#">Annual Percentage Yield (APY)</a> | 4.75%    |
| <a href="#">Relationship Interest Rate</a>    | 4.89%    |
| Relationship APY <sup>3</sup>                 | 5.01%    |
| Term  | 7 months |
| Renewal Term                                  | 6 months |
| \$5,000 minimum opening deposit               |          |
| <a href="#">Open now</a>                      |          |

| 11 month Special Fixed Rate CD <sup>5</sup>   |           |
|---|-----------|
| Special Interest Rate                         | 4.88%     |
| <a href="#">Annual Percentage Yield (APY)</a> | 5.00%     |
| <a href="#">Relationship Interest Rate</a>    | 5.13%     |
| Relationship APY <sup>3</sup>                 | 5.26%     |
| Term  | 11 months |
| Renewal Term                                  | 6 months  |
| \$5,000 minimum opening deposit               |           |
| <a href="#">Open now</a>                      |           |

## Standard Fixed Rate CDs<sup>4</sup>

| 3 month Standard Fixed Rate                  |                        |   |  |                               |
|--|------------------------|---|--|-------------------------------|
| 3 month term                                 | Standard Interest Rate | <a href="#">Annual Percentage Yield (APY)</a> | <a href="#">Relationship Interest Rate</a> | Relationship APY <sup>3</sup> |
| \$0 - \$4,999.99                             | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$5,000 - \$9,999.99                         | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$10,000 - \$24,999.99                       | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$25,000 - \$49,999.99                       | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$50,000 - \$99,999.99                       | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$100,000 +                                  | 4.40%                  | 4.50%   | 4.41%                                      | 4.51%                         |
| \$2,500 minimum opening deposit              |                        |   |  |                               |
| <a href="#">Open now</a>                     |                        |   |  |                               |
| Additional terms are available at the branch |                        |   |  |                               |
| <a href="#">Make an appointment</a>          |                        |   |  |                               |

| 6 month Standard Fixed Rate                  |                        |   |  |                               |
|--|------------------------|---|--|-------------------------------|
| 6 month term                                 | Standard Interest Rate | <a href="#">Annual Percentage Yield (APY)</a> | <a href="#">Relationship Interest Rate</a> | Relationship APY <sup>3</sup> |
| \$0 - \$4,999.99                             | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$5,000 - \$9,999.99                         | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$10,000 - \$24,999.99                       | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$25,000 - \$49,999.99                       | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$50,000 - \$99,999.99                       | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$100,000 +                                  | 2.47%                  | 2.50%   | 2.48%                                      | 2.51%                         |
| \$2,500 minimum opening deposit              |                        |   |  |                               |
| <a href="#">Open now</a>                     |                        |   |  |                               |
| Additional terms are available at the branch |                        |   |  |                               |
| <a href="#">Make an appointment</a>          |                        |   |  |                               |

| 1 year Standard Fixed Rate                   |                        |   |  |                               |
|--|------------------------|---|--|-------------------------------|
| 1 year term                                  | Standard Interest Rate | <a href="#">Annual Percentage Yield (APY)</a> | <a href="#">Relationship Interest Rate</a> | Relationship APY <sup>3</sup> |
| \$0 - \$4,999.99                             | 1.49%                  | 1.50%   | 1.50%                                      | 1.51%                         |
| \$5,000 - \$9,999.99                         | 1.49%                  | 1.50%   | 1.50%                                      | 1.51%                         |
| \$10,000 - \$24,999.99                       | 1.49%                  | 1.50%   | 1.50%                                      | 1.51%                         |
| \$25,000 - \$49,999.99                       | 1.49%                  | 1.50%   | 1.50%                                      | 1.51%                         |
| \$50,000 - \$99,999.99                       | 1.49%                  | 1.50%   | 1.50%                                      | 1.51%                         |
| \$100,000 +                                  | 1.98%                  | 2.00%   | 1.99%                                      | 2.01%                         |
| \$2,500 minimum opening deposit              |                        |   |  |                               |
| <a href="#">Open now</a>                     |                        |   |  |                               |
| Additional terms are available at the branch |                        |   |  |                               |
| <a href="#">Make an appointment</a>          |                        |   |  |                               |

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** ESTABLISH AD HOC COMMITTEE: WATER SERVICE AGREEMENT AMENDMENT

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## **RECOMMENDED ACTIONS**

The General Manager recommends that the Board form an Ad Hoc Committee to facilitate water rate revisions with Casitas through an amendment to our Water Service Agreement.

## **BACKGROUND**

The District receives water from Casitas Municipal Water District (Casitas) by way of five interconnections. Two of these interconnections supply areas within the District that do not have the ability to receive well water. In other areas of the District, Casitas serves as a backup supply during extreme drought events and emergencies.

Casitas held a Public Hearing on December 13, 2023, to adopt changes that will increase water rates over the next three years beginning January 1, 2024. The District's fees will increase by approximately 86% over a 3-year period from an annual cost of \$136,000 to \$254,000. The VRWD Board of Directors voted to implement a 1.8% pass-through rate to account for the additional cost of wholesale water on November 15, 2023.

The District finds itself in a unique situation under Proposition 218 without a direct say in opposing the rate increase and is not eligible for voting. To advocate for the rights and interests of our customers, the District submitted a protest letter to Casitas requesting an amendment to our rates outside of the Proposition 218 process. Staff anticipates initiating discussions with Casitas staff on an amendment to our Water Service Agreement. The areas in which the District can proffer negotiations are (1) a reevaluation of the number and sizes of our interconnection meters, (2) reductions in our water allocation from Casitas, and (3) establishing meter fees in a "stair-stepping" approach that align with the Casitas Water Rate Study. Staff believes there is a workable solution for both parties.

Staff anticipates negotiations will occur at a staff level and involve critical decisions that need to be made in a timely manner. As such, Staff recommends forming an Ad Hoc Committee to efficiently negotiate any amendment with Casitas.

The Ad Hoc committee will allow staff to quickly respond to changes in the negotiation process or unexpected issues that may arise. Additionally, the Ad Hoc committee will ensure increased responsiveness and that negotiations are conducted in the best interest of the District.

## **FISCAL IMPACT**

Up to five Ad Hoc Committee meetings are anticipated with each committee member compensated \$229 per meeting for a total cost of up to \$2,290.

Attachments: None.

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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** WATER AND DISTRICT STATUS

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## **WELLS & PRODUCTION**

The static aquifer level at Well #2 on December 1, 2023, was at elevation 537.4.00 feet; and decreased 1.6 feet since the first of last month. The aquifer is 31.0 feet above the 35-year average for December 1<sup>st</sup>.

Well #1 is pumping 870gpm, down 15 gpm from last month. Well #7 is pumping 635 gpm, down 21 gpm from last month, Wells #2, #3, #4 and #6 were off-line in November.

## **USAGE**

Sales dollars billed on October 30, 2023, amounted to \$242,091 (\$19,796) **over** budget. Last year we billed \$183,579 during the same period. Water sold in November 2023 amounted to 31,389 HCF, a decrease of 40.8% below the 53,064 HCF sold in October 2013.

Charts are enclosed to depict the ground water status and water usage. On December 1, 2023, Lake Casitas level was at 70.9% of full capacity at elevation 538.45, with storage of 169,710 AF. The lake decreased 0.4%, 0.5 feet and 88 AF since last month.

ET adjustment: The ET was increased by 12% for the November 30<sup>th</sup> water bill because ET was slightly above average for the period October 15<sup>th</sup> to November 15<sup>th</sup>. This increases the irrigation portion of the customer's monthly water budget.

## **ACTIVITIES**

### Operations & Maintenance

A pressure regulator was installed on Nye Road to control pressure fluctuations in the Casitas Springs service area. Customers in that area will have more consistent water pressure.

### Administrative

The annual audit is underway with Bartle, Pringle, and Wolfe. The anticipated completion is in January.

### Staff Acknowledgements

Sam Hall celebrated 2 years with the District and continues to sharpen his water expertise.

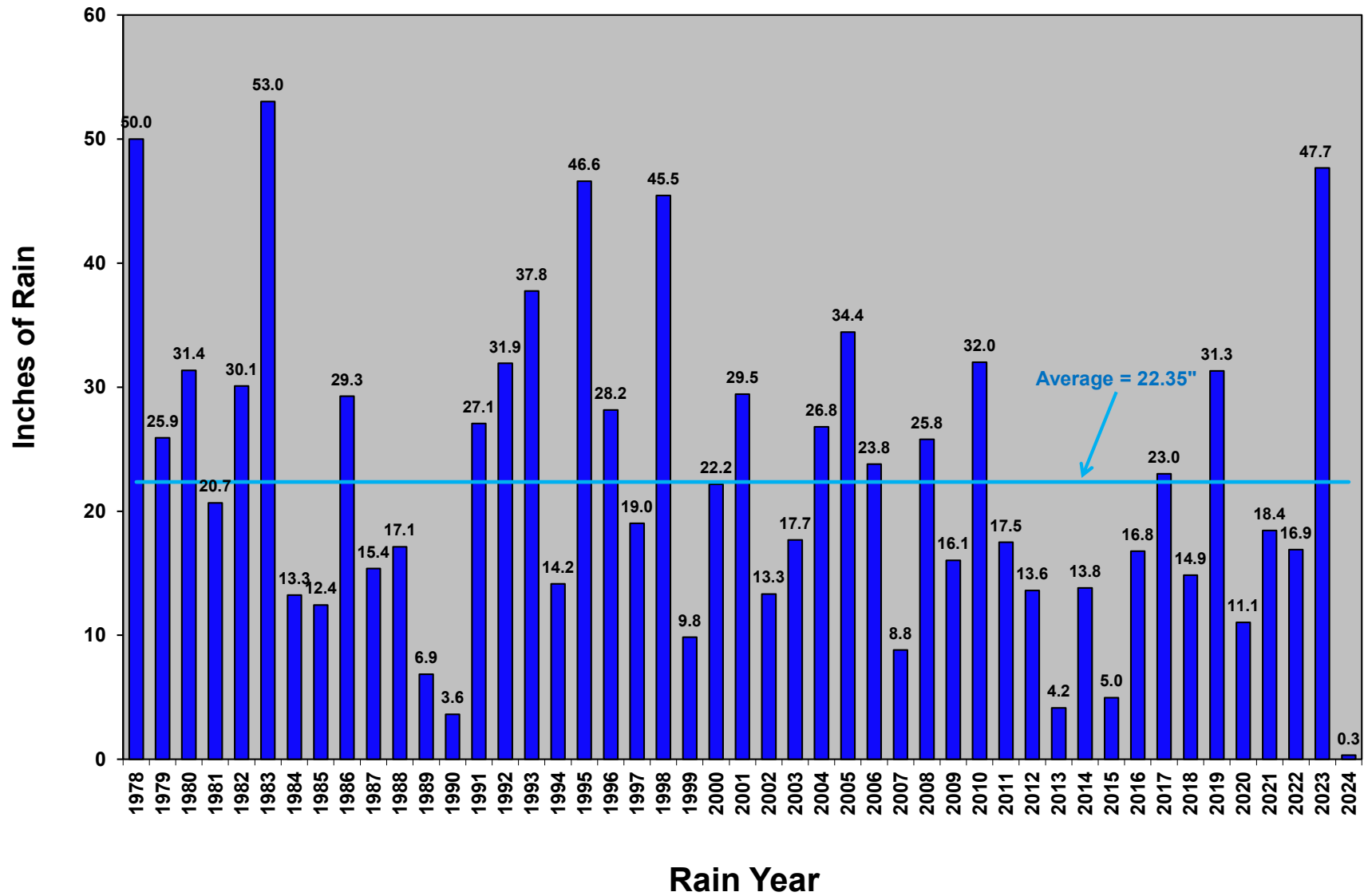
### Customer Log

One customer complaint was logged in November.

|            | CUSTOMER COMPLAINT LOG |              |       |           |                   |                   |        |         |      |               |                  |               |                     |   |
|------------|------------------------|--------------|-------|-----------|-------------------|-------------------|--------|---------|------|---------------|------------------|---------------|---------------------|---|
| DATE       | STREET                 | TASTE & ODOR | COLOR | TURBIDITY | WORMS / ORGANISMS | PRESSURE HIGH/LOW | OUTAGE | ILLNESS | Leak |               | SERVICE or METER | MAIN - SYSTEM | OTHER / DESCRIPTION | FINDINGS COMMENTS   |
|            |                        |              |       |           |                   |                   |        |         | VRWD | CUSTOMER SIDE |                  |               |                     |   |
| 11/30/2023 | Country Dr             |              |       |           |                   |                   |        |         |      |               | X                |               | Air vac leak        | Leaking fitting below airvac shutoff. Trench in street to expose and shutoff air-vac corp. Replace leaking fitting and new shutoff at air-vac. Backfill and pave to county standards. Pour concrete back and set air-vac can. |

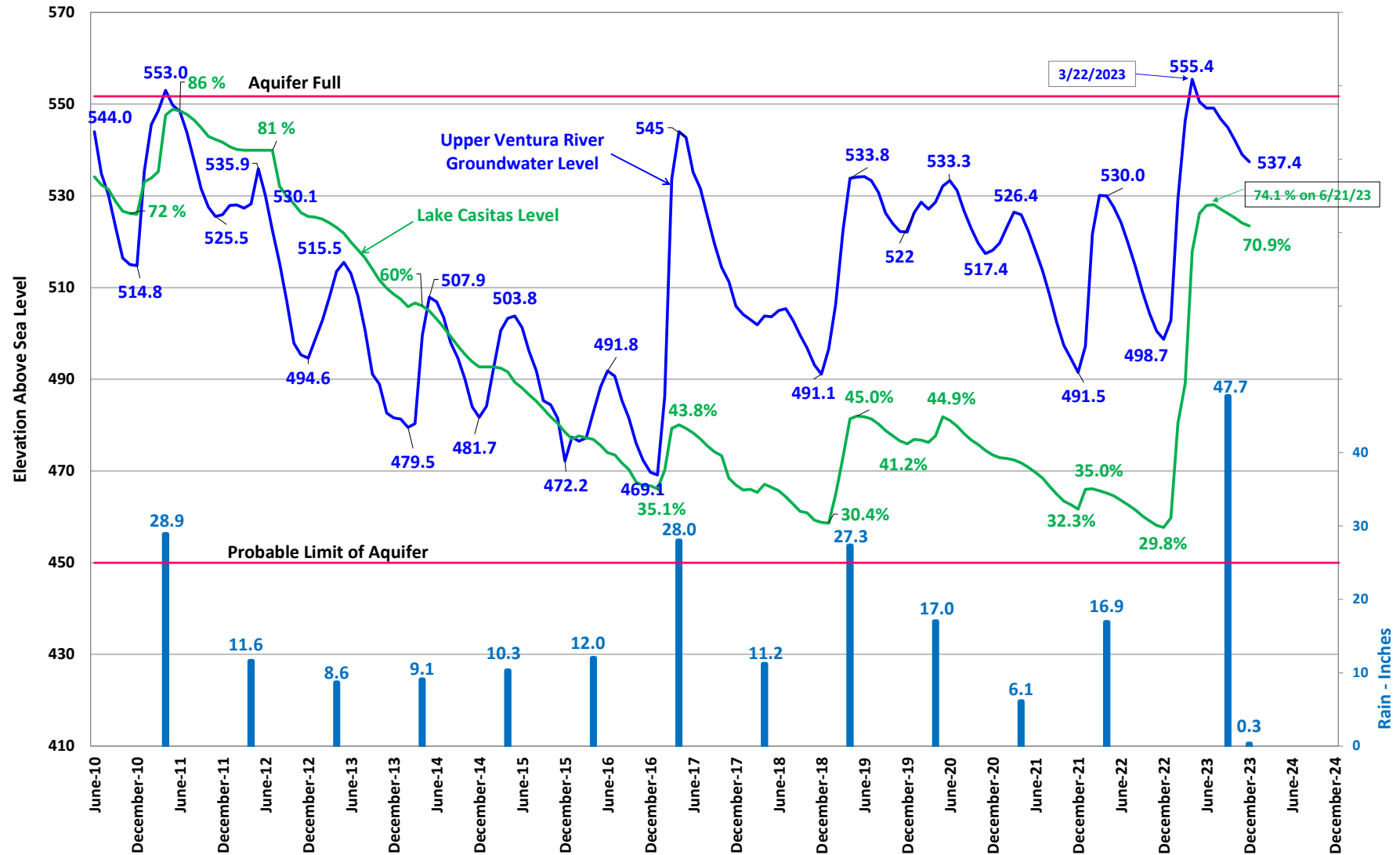
# Historic Annual Rainfall - At VRWD Office

December 1, 2023



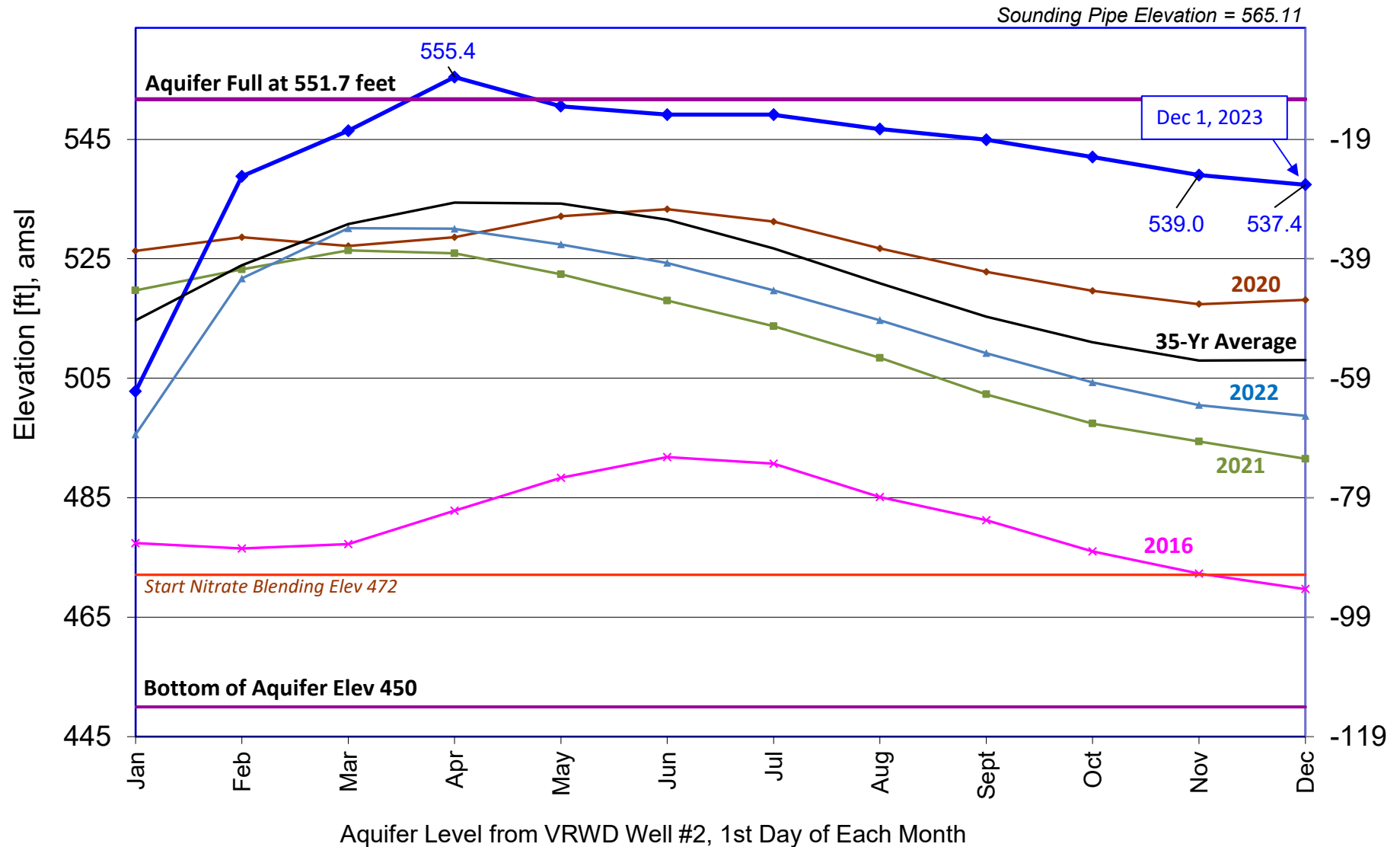
# VENTURA RIVER UPPER BASIN & LAKE CASITAS LEVELS December 1, 2023

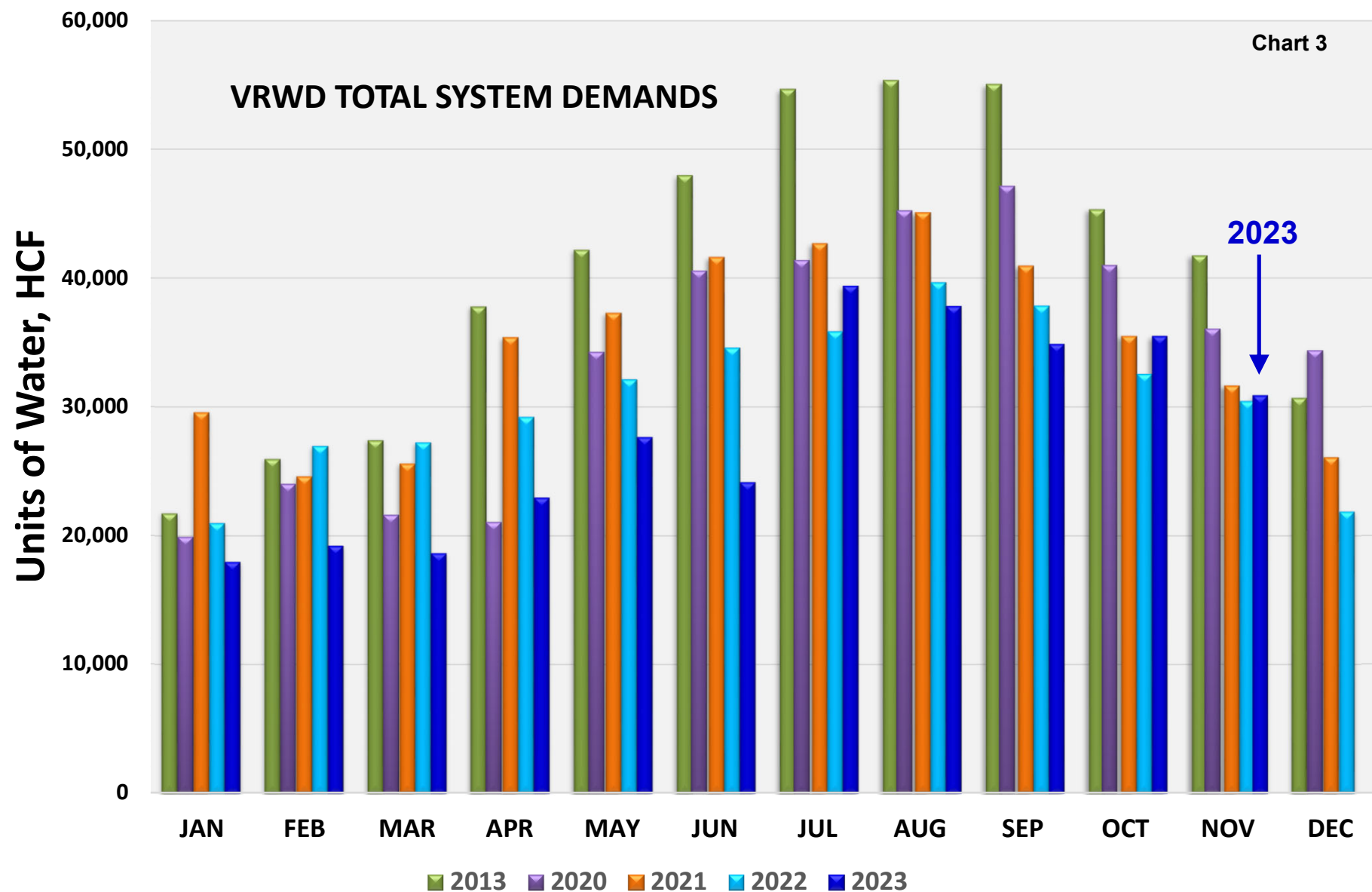
Chart 9

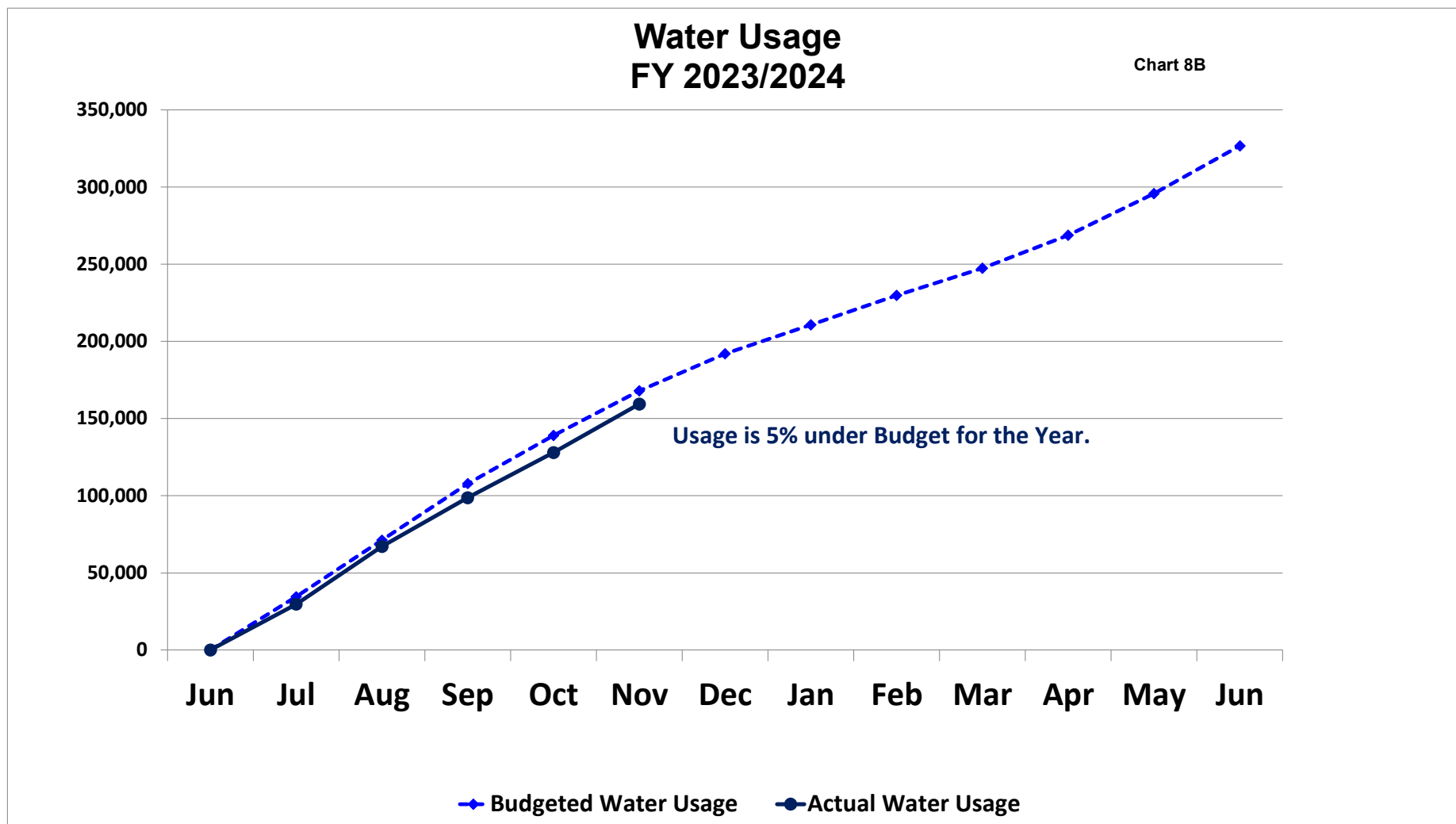


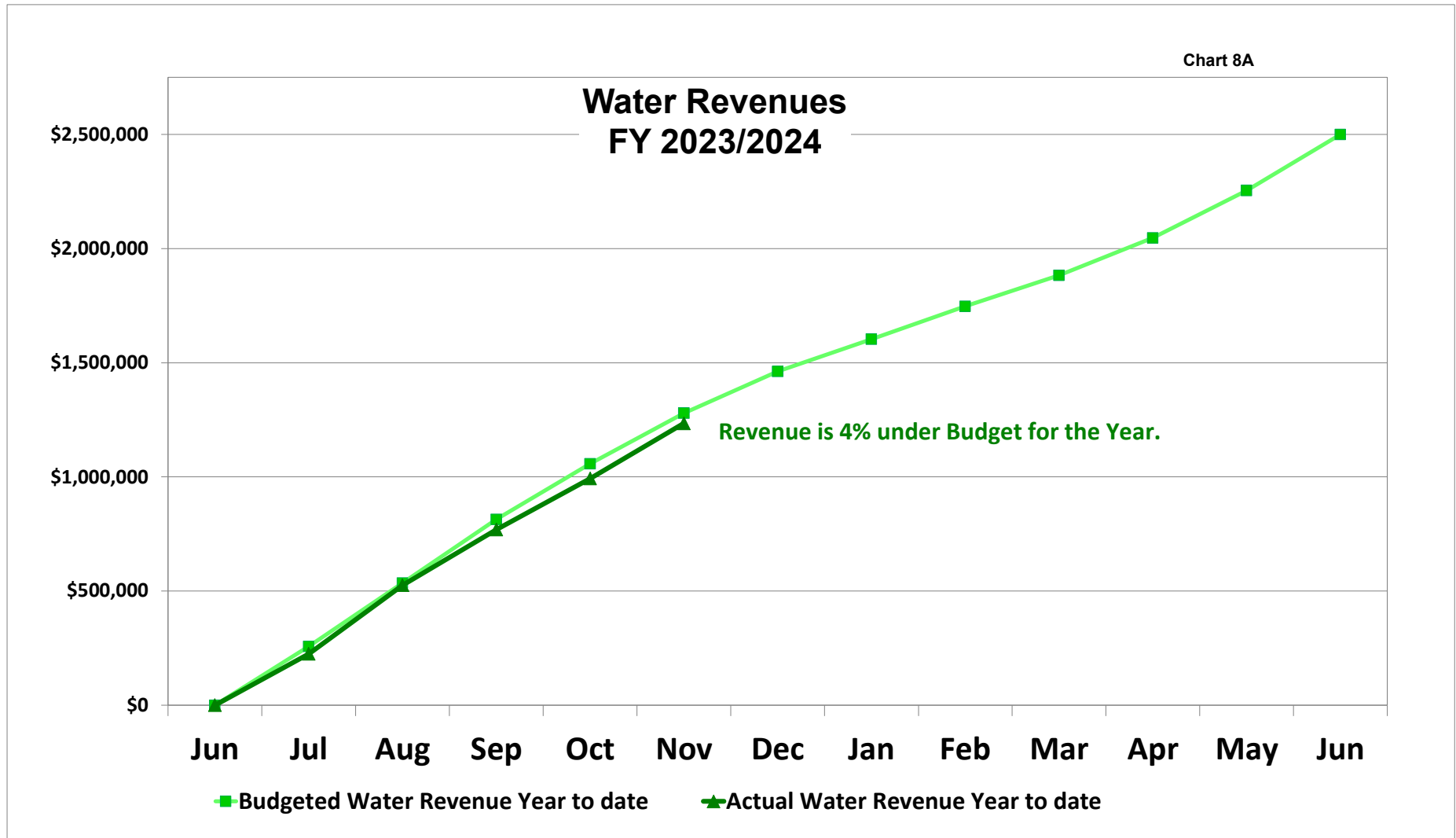
## Water Level Hydrograph

CHART 2









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**DATE:** December 20, 2023  
**TO:** Board of Directors  
**FROM:** Alma Quezada, P.G., General Manager  
**SUBJECT:** DIRECTORS' ORGANIZATIONAL MEETING

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### **SUMMARY**

The Ventura River Water District has three officer positions: President, Vice President and District Secretary. Each office is held for one year. At the regular meeting in December, the Board elects one of its members as President and another as Vice President. The General Manager shall also act as Secretary of the District unless otherwise determined by the Board. Appointments are approved by a simple majority vote of the Board. The new officers begin their service after an appointment.

### **RECOMMENDED ACTIONS**

The General Manager recommends that the Board appoint Directors to serve in the offices of: President and Vice President, and the General Manager to serve as District Secretary for a period of one year.

### **BACKGROUND**

The current Officers are:

|                     |               |
|---------------------|---------------|
| President:          | Ed Lee        |
| Vice President:     | Bruce Kuebler |
| District Secretary: | Bert Rapp     |

### **FISCAL IMPACT**

There is no fiscal impact associated with the selection of Officers.

Attachments:

None