

MINUTES OF SPECIAL MEETING OF THE
BOARD OF DIRECTORS
PLEASANT VALLEY COUNTY WATER DISTRICT HELD
Thursday, June 28th, 2018.

Pursuant of notice duly given, a Special Meeting of the Board of Directors of the Pleasant Valley County Water District was held on Thursday, June 28th, 2018 in the District headquarters facility, 154 South Las Posas Road, Camarillo, CA.

Call to Order

The meeting was called to order at 10:01 a.m. by President, Thomas P. Vujovich, Jr.

Agenda Item # 1 – Pledge of Allegiance was led by President Vujovich

Agenda Item # 2 – Roll Call

Attendance at the meeting was as follows:

Directors' Present: Thomas P. Vujovich, Jr., President
Craig Kaihara, Vice President
John Broome
John Menne

Absent: Pete Hansen

Staff Present: John Mathews, Attorney
Jared Bouchard, General Manager
Azucena Sanchez, Administrative Secretary

Agenda Item # 3 – Determination of a Quorum

Quorum was established

Agenda Item # 4 – Approval of Agenda

It was moved by Director Broome to approve the agenda as presented; seconded by Director Menne, motion passed unanimously.

Agenda Item # 5 – Approval of Minutes

- a. Moved by Director Broome to approve the minutes of the special Board Meetings held **Tuesday, April 24th, 2018 and Tuesday, May 22nd, 2018**; seconded by Director Menne, motion passed unanimously.

Agenda Item # 6 – Open Forum Public Comment

There were no Public comments.

Agenda Item # 7A – Ratification of Checks

It was moved by Director Kaihara to ratify the checks issued by the District, seconded by Director Broome. The motion passed unanimously and the list of checks ratified is appended to these minutes.

Agenda Item # 7B – Consider FY 2018 / 2019 Budget

Mr. Bouchard provided an update and presents their budget proposal for FY 2018 / 2019. The budget is presented in a new format that provides greater transparency as to where the Districts Revenues are being spent on an annual basis. The format also will assist staff in utilizing the budget as management tool for analyzing future financial positioning of the District, tracking budgetary performance throughout the year and making future years budget adjustments.

Mr. Bouchard reported that this year's budget does not include an increase in the rate, however there will be a need for rate increases in the near future to maintain sufficient revenues to cover increased pump fees, replenishment fees and fund future projects.

A board discussion followed. Director Menne moved to approve the Budget as presented, seconded by Director Broome; passed unanimously.

Agenda Item # 7C – Consider Biennial Conflict of Interest Code

Mr. Bouchard reported on the Conflict of Interest Code which the District must review and amend as needed every even-numbered year (2014, 2016 and 2018) and submit any changes made to the County of Ventura.

Mr. Bouchard reported that after reviewing the last report provided in 2016, there is no suggested modifications for 2018, so he proposed amend the current format.

The above motion was passed by Director Kaihara, seconded by Director Broome; passed unanimously.

Agenda Item # 7D – Consider Development of a Water Waste Ordinance

Director Vujovich presented a concern about the water waste on the roads and suggested consider adopt new rules and regulations. There was a lengthy Board discussion regarding the potential penalties and regulations relating to Develop of a Water Waste Ordinance.

No Action.

Agenda Item # 7E – Consider Engagement of Fanning & Karrh for annual Audit services for Fiscal year ending June 30, 2018.

Mr. Bouchard presented the Engagement Letter of Fanning & Karrh for the annual Audit services for the Fiscal year ending June 30, 2018. The professional fees for the services will not exceed \$16,450.00 and additional expenses will not exceed \$250.00 per year.

It was moved by Director Broome, seconded by Director Menne; passed unanimously.

Agenda Item # 8 – General Manager Report

There was no General Manager Report.

Agenda item # 9 – Other Business

There was no other business.

Agenda Item # 10 – Closed Session

- A. The Board went into closed session per Government Code Sec 54956.9 (c) at 10:35 a.m. to conference with legal counsel on existing litigation. No action to report in Item 10A.
- B. The Board came out of closed session at 12:23 p.m. No action was reported out of the closed session:

Agenda Item # 12 – Adjournment

The meeting was adjourned upon a motion duly made, seconded and carried unanimously at 12:25 p.m.

Respectfully Submitted:

Minutes Approval:



Azucena Sanchez, Secretary of the Board



Thomas P. Vujovich, Jr., President

1:33 PM
06/26/18
Accrual Basis

Pleasant Valley County Water District
Transaction Detail by Account
April 24 through June 30, 2018

Type	Date	Num	Name	Memo	Amount	Balance
CUB-Checking						
Liability...	04/25/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(639.00)	(639.00)
Deposit	04/25/2018			Deposit	26,117.66	25,478.66
Liability...	04/26/2018		QuickBooks Payroll Ser...	Created by Payr...	(8,881.34)	16,597.32
Paycheck	04/27/2018	DD1...	Azucena Sanchez	Direct Deposit	0.00	16,597.32
Paycheck	04/27/2018	DD1...	Daniel J Vasquez	Direct Deposit	0.00	16,597.32
Paycheck	04/27/2018	DD1...	Donald R. Arnold	Direct Deposit	0.00	16,597.32
Paycheck	04/27/2018	DD1...	Jared Bouchard	Direct Deposit	0.00	16,597.32
Deposit	04/27/2018			Deposit	37,091.28	53,688.60
Liability...	04/27/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(640.95)	53,047.65
Liability...	04/27/2018	E-pay	United States Treasury	95-6006679 QB ...	(3,309.50)	49,738.15
Check	04/30/2018	7052	Harris Water Conditioni...	04/15/18 - 05/15...	(46.75)	49,691.40
Check	04/30/2018	7053	Diener's Electric	INV # 27763	(739.47)	48,951.93
Check	04/30/2018	7054	City of Oxnard	INV # 294974 & ...	(14,995.94)	33,955.99
Check	04/30/2018	7055	E.J. Harrison & Sons	ACC # 0536 ST...	(179.60)	33,776.39
Check	04/30/2018	7056	SCE/Payment Processi...	DATE BILL: 4/1...	(10,940.26)	22,836.13
Check	04/30/2018	7057	FGL Environmental	INV # 80495A	(139.00)	22,697.13
Check	04/30/2018	7058	City of Camarillo	ACC# 91868	(74.76)	22,622.37
Check	04/30/2018	7059	Arnold, LaRoche, Etal	INV# 52876	(9,854.00)	12,768.37
Check	04/30/2018	7060	Target Specialty Products	INV# PI0786810	(62.13)	12,706.24
Check	04/30/2018	7061	ACWA/JPIA	PROPERTY PR...	(2,741.00)	9,965.24
General...	04/30/2018	SSB...		Void Ck# 6688 ...	120.00	10,085.24
General...	04/30/2018	SSB...		Void ck# 6138 V...	150.00	10,235.24
Deposit	05/01/2018			Deposit	15,930.30	26,165.54
Check	05/01/2018	EFT	SoCalGas	BILLING PERIO...	(56.05)	26,109.49
Deposit	05/04/2018			Deposit	5,677.50	31,786.99
Deposit	05/04/2018			Deposit	8,199.66	39,986.65
Check	05/07/2018	EFT	CalPERS	UNFUNDED AC...	(1,096.60)	38,890.05
Check	05/07/2018	EFT	CalPERS	DANNY & DON ...	(682.06)	38,207.99
Check	05/07/2018	EFT	CalPERS	JARED & AZU 4...	(931.83)	37,276.16
Check	05/07/2018	EFT	CalPERS	DANNY & DON ...	(682.06)	36,594.10
Check	05/07/2018	EFT	CalPERS	AZU & JARED ...	(931.83)	35,662.27
Check	05/07/2018	7067	ACWA/JPIA	Revised Worker...	(59.98)	35,602.29
Check	05/07/2018	7068	ACWA/JPIA	Q3 1.1.18 - 3.31...	(2,507.79)	33,094.50
Check	05/07/2018	EFT	FRANCHISE TAX BOA...	REVOLON 2018...	(800.00)	32,294.50
Liability...	05/10/2018		QuickBooks Payroll Ser...	Created by Payr...	(9,038.19)	23,256.31
Paycheck	05/11/2018	DD1...	Azucena Sanchez	Direct Deposit	0.00	23,256.31
Paycheck	05/11/2018	DD1...	Daniel J Vasquez	Direct Deposit	0.00	23,256.31
Paycheck	05/11/2018	7062	Craig R Kaihara		(92.35)	23,163.96
Paycheck	05/11/2018	DD1...	Donald R. Arnold	Direct Deposit	0.00	23,163.96
Paycheck	05/11/2018	DD1...	Jared Bouchard	Direct Deposit	0.00	23,163.96
Paycheck	05/11/2018	7063	John Menne		(92.35)	23,071.61
Paycheck	05/11/2018	7064	John S. Broome		(92.35)	22,979.26
Paycheck	05/11/2018	7065	Peter W Hansen		(92.35)	22,886.91
Paycheck	05/11/2018	7066	Thomas P Vujovich		(92.35)	22,794.56
Check	05/11/2018	EFT	AT&T Mobility	BILLING PERIO...	(69.72)	22,724.84
Deposit	05/14/2018			Deposit	4,906.71	27,631.55
Liability...	05/14/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(665.98)	26,965.57
Liability...	05/14/2018	E-pay	United States Treasury	95-6006679 QB ...	(3,481.40)	23,484.17

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Accrual Basis

Pleasant Valley County Water District
Transaction Detail by Account
April 24 through June 30, 2018

Type	Date	Num	Name	Memo	Amount	Balance
Check	05/15/2018	7069	Water Education Found...	VOID: MEMBER...	0.00	23,484.17
Check	05/15/2018	7070	FRONTIER	BILLING PERIO...	(213.71)	23,270.46
Check	05/15/2018	7071	Promaid, Inc.	INV # 53332X M...	(195.00)	23,075.46
Check	05/15/2018	7072	U S Bank Payment Cen...	BILLING DATE: ...	(862.49)	22,212.97
Check	05/15/2018	7073	Chevron Card Services	BILLING PERIO...	(980.95)	21,232.02
Check	05/15/2018	7074	Access Information Ma...	INV # 2601913	(219.65)	21,012.37
Check	05/15/2018	7075	Dial Security	INV # 324486	(72.00)	20,940.37
Check	05/15/2018	7076	Underground Service Al...	INV # 22018054...	(71.15)	20,869.22
Check	05/15/2018	7077	ACWA/JPIA	INV # 0551736 ...	(401.16)	20,468.06
Check	05/15/2018	7078	McMaster Carr Supply	INV # 59237363...	(351.79)	20,116.27
Check	05/15/2018	7079	Employment Developm...	LETTER ID: L17...	(57.05)	20,059.22
Check	05/15/2018	7080	Camrosa Water District	INV # 1871 WA...	(86,416.52)	(66,357.30)
Check	05/15/2018	7081	Prudential Overall Supply	INV DATE: 4/28...	(215.36)	(66,572.66)
Check	05/15/2018	7082	UWCD	SERVICE DATE...	(28,270.00)	(94,842.66)
Check	05/15/2018	7083	Ventura County Star	1 YEAR SUSCR...	(321.79)	(95,164.45)
Check	05/15/2018	7084	Hinricher, Douglas & P...	INV # 7696 APR...	(5,893.50)	(101,057.95)
Check	05/15/2018	7085	KEH & ASSOCIATES, I...	INV # 011702 Bl...	(4,377.50)	(105,435.45)
Check	05/15/2018	7086	City of Oxnard	INV # 294974 / ...	(51,146.13)	(156,581.58)
General...	05/15/2018	SSB...	Water Education Found...	For CHK 7069 v...	(173.00)	(156,754.58)
Deposit	05/16/2018			Deposit	2,541.00	(154,213.58)
Deposit	05/16/2018			Deposit	263.13	(153,950.45)
Check	05/17/2018	EFT	CalPERS.	HEALTH INSUR...	(3,921.17)	(157,871.62)
Deposit	05/18/2018			Deposit	6,204.00	(151,667.62)
Deposit	05/21/2018			Deposit	43,478.40	(108,189.22)
Deposit	05/23/2018			Deposit	12,176.99	(96,012.23)
Liability...	05/24/2018		QuickBooks Payroll Ser...	Created by Payr...	(8,908.20)	(104,920.43)
Liability...	05/24/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(644.73)	(105,565.16)
Liability...	05/24/2018	E-pay	United States Treasury	95-6006679 QB ...	(3,325.08)	(108,890.24)
Paycheck	05/25/2018	DD1...	Azucena Sanchez	Direct Deposit	0.00	(108,890.24)
Paycheck	05/25/2018	DD1...	Donald R. Arnold	Direct Deposit	0.00	(108,890.24)
Paycheck	05/25/2018	DD1...	Daniel J Vasquez	Direct Deposit	0.00	(108,890.24)
Paycheck	05/25/2018	DD1...	Jared Bouchard	Direct Deposit	0.00	(108,890.24)
Deposit	05/25/2018			Deposit	63,575.40	(45,314.84)
Check	05/31/2018	7087	Arnold, LaRochelle, Etal	INV # 53097 & 5...	(8,164.00)	(53,478.84)
Check	05/31/2018	7088	E.J. Harrison & Sons	STATEMENT D...	(179.60)	(53,658.44)
Check	05/31/2018	7089	AIRGAS USA, LLC	INV# 9075964616	(105.67)	(53,764.11)
Check	05/31/2018	7090	Harris Water Conditioni...	STATEMENT D...	(46.75)	(53,810.86)
Check	05/31/2018	7091	City of Camarillo	BILL DATE: 5/2...	(68.13)	(53,878.99)
Check	05/31/2018	7092	Chevron Card Services	ACC# 78986871...	(742.85)	(54,621.84)
Check	05/31/2018	7093	SCE/Payment Processi...	BILL DATE: 5/1...	(27,392.46)	(82,014.30)
Check	05/31/2018	7094	Hands-On Consultations	INV # 10419 MA...	(297.50)	(82,311.80)
Check	05/31/2018	7095	Access Information Ma...	INV # 2365226, ...	(878.62)	(83,190.42)
Deposit	05/31/2018			Deposit	2,071.20	(81,119.22)
Deposit	06/04/2018			Deposit	67,016.03	(14,103.19)
Deposit	06/04/2018			Deposit	76,236.00	62,132.81
Deposit	06/06/2018			Deposit	2,569.90	64,702.71
Deposit	06/06/2018			Deposit	9,093.72	73,796.43
Liability...	06/07/2018		QuickBooks Payroll Ser...	Created by Payr...	(9,056.76)	64,739.67
Paycheck	06/08/2018	DD1...	Azucena Sanchez	Direct Deposit	0.00	64,739.67

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Pleasant Valley County Water District
Transaction Detail by Account
April 24 through June 30, 2018

Type	Date	Num	Name	Memo	Amount	Balance
Paycheck	06/08/2018	DD1...	Daniel J Vasquez	Direct Deposit	0.00	64,739.67
Paycheck	06/08/2018	DD1...	Donald R. Arnold	Direct Deposit	0.00	64,739.67
Paycheck	06/08/2018	7097	Craig R Kaihara		(92.35)	64,647.32
Paycheck	06/08/2018	DD1...	Jared Bouchard	Direct Deposit	0.00	64,647.32
Paycheck	06/08/2018	7098	John S. Broome		(92.35)	64,554.97
Paycheck	06/08/2018	7099	Peter W Hansen		(92.35)	64,462.62
Paycheck	06/08/2018	7100	Thomas P Vujovich		(92.35)	64,370.27
Liability...	06/08/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(666.79)	63,703.48
Liability...	06/08/2018	E-pay	United States Treasury	95-6006679 QB ...	(3,455.36)	60,248.12
Check	06/08/2018	EFT	CalPERS	INV # 15313446...	(1,096.60)	59,151.52
Check	06/08/2018	EFT	CalPERS	EMPLOYER CO...	(931.83)	58,219.69
Check	06/08/2018	EFT	CalPERS	EMPLOYER CO...	(682.06)	57,537.63
Check	06/08/2018	EFT	CalPERS	EMPLOYER CO...	(931.83)	56,605.80
Check	06/08/2018	EFT	CalPERS	EMPLOYER CO...	(682.06)	55,923.74
Check	06/11/2018	EFT	AT&T Mobility	BILL CYCLE DA...	(69.72)	55,854.02
Deposit	06/11/2018			Deposit	79,367.90	135,221.92
Deposit	06/13/2018			Deposit	500.40	135,722.32
General...	06/13/2018	SSB...	Water Education Found...	Reverse of GJE ...	173.00	135,895.32
Deposit	06/14/2018			Deposit	4,287.90	140,183.22
Check	06/15/2018	7101	AIRGAS USA, LLC	INV # 90765149...	(492.56)	139,690.66
Check	06/15/2018	7102	BONDY GROUNDWAT...	INV # 035-05 M...	(195.00)	139,495.66
Check	06/15/2018	7103	Underground Service Al...	INV # 520180551	(33.10)	139,462.56
Check	06/15/2018	EFT	FRONTIER	5-25-18 / 6-19-18	(219.49)	139,243.07
Check	06/15/2018	7105	Access Information Ma...	INV # 2649180	(499.15)	138,743.92
Check	06/15/2018	7106	Prudential Overall Supply	STATEMENT 2...	(228.88)	138,515.04
Check	06/15/2018	7107	Promaid, Inc.	INV # 53396X S...	(195.00)	138,320.04
Check	06/15/2018	7108	ERIKA DAVIS	INV # 2018-01 S...	(520.00)	137,800.04
Check	06/15/2018	7109	SOARES, SANDALL & ...	INV # 48198	(4,500.00)	133,300.04
Check	06/15/2018	7110	UWCD	SERVICE DATE...	(28,270.00)	105,030.04
Check	06/15/2018	7111	AIRGAS USA, LLC	INV # 99540342...	(15.58)	105,014.46
Check	06/15/2018	7112	ACWA/JPIA	INV # 0557157 ...	(401.16)	104,613.30
Check	06/15/2018	7113	City of Oxnard	INV #	(104,331.71)	281.59
Check	06/15/2018	7114	Hinricher, Douglas & P...	INV # 7765 MA...	(3,006.50)	(2,724.91)
Check	06/15/2018	7115	BROWNSTEIN HYATT...	INV # 722606 W...	(4,696.74)	(7,421.65)
Check	06/15/2018	EFT	SoCalGas	INV # 1660009	(71.68)	(7,493.33)
Deposit	06/18/2018			Deposit	600.00	(6,893.33)
Check	06/19/2018	EFT	CalPERS.	HEALTH INSUR...	(3,921.17)	(10,814.50)
Deposit	06/20/2018			Deposit	105,948.98	95,134.48
Liability...	06/21/2018		QuickBooks Payroll Ser...	Created by Payr...	(8,881.35)	86,253.13
Paycheck	06/22/2018	DD1...	Donald R. Arnold	Direct Deposit	0.00	86,253.13
Paycheck	06/22/2018	DD1...	Daniel J Vasquez	Direct Deposit	0.00	86,253.13
Paycheck	06/22/2018	DD1...	Azucena Sanchez	Direct Deposit	0.00	86,253.13
Paycheck	06/22/2018	DD1...	Jared Bouchard	Direct Deposit	0.00	86,253.13
Liability...	06/22/2018	E-pay	Employment Developm...	698-1246-9 QB ...	(640.95)	85,612.18
Liability...	06/22/2018	E-pay	United States Treasury	95-6006679 QB ...	(3,309.48)	82,302.70
Check	06/22/2018	EFT	CalPERS	DON & DANNY ...	(387.48)	81,915.22
Check	06/22/2018	EFT	CalPERS	JARED & AZU ...	(931.83)	80,983.39
Check	06/30/2018	7116	SCE/Payment Processi...	STATEMENT D...	(20,544.63)	60,438.76
Check	06/30/2018	7117	Dial Security	INV # 326314 S...	(72.00)	60,366.76

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Pleasant Valley County Water District
Transaction Detail by Account
April 24 through June 30, 2018

Type	Date	Num	Name	Memo	Amount	Balance
Check	06/30/2018	7118	RICOH USA, INC	INV # 50537050...	(28.80)	60,337.96
Check	06/30/2018	7119	Harris Water Conditioni...	SERVICE 6/15-...	(46.75)	60,291.21
Check	06/30/2018	7120	E.J. Harrison & Sons	STATEMENT D...	(179.60)	60,111.61
Check	06/30/2018	7121	City of Camarillo	BILL DATE: 6/2...	(68.13)	60,043.48
Total CUB-Checking					60,043.48	60,043.48
TOTAL					60,043.48	60,043.48

	A	B	C	D	E	G
1	PLEASANT VALLEY COUNTY WATER DISTRICT					
2	Adopted Budget Fiscal Year Ending June 30, 2019					
3						
4					YTD Actual	18/19
5		G/L	6/30/2017	17/18	& Projected	Adopted
		Account	actual	Budget	06/18	Budget
	OPERATING REVENUES					
	Water Revenue	3140	4,179,161	4,710,000	4,796,971	5,010,000
10	TOTAL OPERATING REVENUE		4,179,161	4,710,000	4,796,971	5,010,000
11						
12	OPERATING EXPENSES					
13						
14	Cost of Water					
15	Water Purchases	4110 thru 4160	1,661,166	1,740,145	2,154,911	2,456,780
16	UWCD Fixed Costs	4135	524,400	339,240	339,240	322,200
17	Utilities - Well Pumps	4120 & 4230	612,847	910,740	692,679	760,000
18	Total Cost of Water		2,798,413	2,990,125	3,186,830	3,538,980
19						
20	Salaries & Benefits					
21	Regular Salaries - Field	4100	266,076	272,950	346,999	280,000
22	Regular Salaries - Office	4500	56,065	55,000	61,721	61,500
23	Regular Salaries - Director Fees	4510	2,000	2,500	1,867	2,500
24	Payroll Taxes		24,193	24,720	34,400	34,400
25	Retirement Contribution - Benefit	4610	40,111	40,000	57,915	31,240
26	Medical Insurance - Benefit	4611	12,910	15,000	35,161	35,500
27	Workers Compensation	4114	6,156	8,500	9,057	8,220
28	Total Salaries & Benefits		407,511	418,670	547,120	445,140
29						
30	Maintenance and Distribution					
31	Wells Cost	4150	39,037	120,000	26,299	55,000
32	Lateral Pump Utilities and Costs	4233	35,724	45,500	37,774	45,500
33	Truck Expense	4235	9,809	20,000	11,740	20,000
34	Maintenance - Equipment	4341	585	2,600	228	3,000
35	Maintenance - Grounds	4342	3,938	1,700	500	1,500
36	Repairs and Maintenance	4345, 4345.01	5,535	9,500	9,056	14,000
37	Water Treatment Testing	4346	21,610	4,000	1,751	4,000
38	Small Tools and Supplies	4347	9,144	2,500	6,066	6,000
39	Total Maintenance and Distribution Expenses		125,382	205,800	93,413	149,000
40						
41	Administrative Expenses					
42	Communications	4231	4,503	4,600	4,387	5,000
43	Utilities - Building	4232	4,919	4,800	7,117	7,000
44	Repairs and Maintenance - Building	4343	1,545	500	5,777	25,000
45	SMP Monitoring	4345.02		0	15,841	15,000
46	Recycle Water ONM	4348		0	518	600
47	Seminars	4350		0	3,013	3,000
48	Reimburse Expense	4376		0	500	1,000
49	Office Supplies	4525	8,925	9,500	8,693	9,000
50	Postage & Shipping	4527	1,583	1,500	800	1,500
51	Printing	4529		0	165	1,000
52	Legal Notices Publication and Web Site	4531	875	750	633	3,500
53	Memberships	4533	10,265	13,000	13,000	14,000
54	Lafco Fees	4536	2,468	2,000	2,500	2,500
55	Professional Fees	4537.1	1,300	2,500	2,500	2,500
56	Professional Fees - Payroll	4537.2	1,286	1,500	614	1,000
57	Professional Fees - Audit	4537.3	18,113	22,000	16,250	17,000
58	Professional Fees - Computer consulting	4537.4	2,105	4,000	6,737	6,000
59	Professional Fees - Legal	4537.5	318,582	280,000	174,722	240,000
60	Professional Fees - Management	4537.6	36,499	35,000	35,000	35,000
61	Professional Fees - Engineering consulting	4537.7			9,926	50,000
62	Professional Fees - Independent Consultant	4537.8			0	30,000
63	Office Maintenance	4539	7,620	0	6,631	8,000
64	Licenses & Permits	4540	1,218	0	1,325	1,500
65	Insurance	4567	14,752	15,000	15,183	15,000
66	Lease Easement	4570	1,000	1,000	1,000	1,000
67	Security	4580	1,873	0	1,135	1,200
68	Election Expenses	4650	1,999		0	2,000
69	Total Administrative Expenses		441,430	397,650	333,964	498,300
70						
71	TOTAL OPERATING EXPENSES		3,772,736	4,012,245	4,161,327	4,631,420
72						

	A	B	C	D	E	G
1	PLEASANT VALLEY COUNTY WATER DISTRICT					
2	Adopted Budget Fiscal Year Ending June 30, 2019					
3						
4					YTD Actual	18/19
5		G/L	6/30/2017	17/18	& Projected	Adopted
		Account	actual	Budget	06/18	Budget
3	OTHER REVENUES					
4	Late Charges	3145	16,741	0	12,335	8,000
5	Interest Income	Various	3,154	2,500	5,643	6,000
76	RDA Passthrough	5400		0	9,526	9,500
77	Total Taxes - County	Various	258,815	175,000	175,000	180,000
78	Non-Operating	5590	21,910	20,000	20,000	20,000
79						
80	TOTAL OTHER REVENUES		300,620	197,500	222,504	223,500
81						
82	OTHER EXPENSES					
83	(Gain)/Loss on disposal	4712	210			
84	Miscellaneous/penalty	5595	72	0	500	2,000
85	TOTAL OTHER EXPENSES		282	0	500	2,000
86						
87	OPERATING INCOME (LOSS)		706,763	895,255	857,648	600,080
88	Capital Improvement/Acquisition					
89	Capital acquisition		523,242	45,000	45,000	55,000
90						
91	NET CASH SURPLUSE(DEFECIT)		183,521	850,255	812,648	545,080
92						
93	NON-CASH CHARGES					
94	Depreciation Expense	4709	133,281	0	148,359	150,000
95						
96						
97						
98						
99						
100						
101						
102						
103						

DIRECTORS

Peter W. Hansen

Craig R. Kaihara

Thomas P. Vujovich, Jr.

John S. Broome

John D. Mennie



PLEASANT VALLEY COUNTY WATER DISTRICT

PIONEER IN FOX CANYON AQUIFER CONSERVATION
SERVING AGRICULTURE SINCE 1956

154 S. LAS POSAS ROAD, CAMARILLO, CA 93010-8570

Phone: 805-482-2119

Fax: 805-484-5835

STAFF

Jared L. Bouchard
General Manager

General Counsel
Arnold, Bleuel, LaRochelle,
Mathews & Zirbel, LLP

June 28, 2018 SPECIAL MEETING

TO: BOARD OF DIRECTORS

FROM: GENERAL MANAGER

Subject: CONSIDER BIENNIAL CONFLICT OF INTEREST CODE

AGENDA ITEM: 7C

The District must review and amend as needed every even-numbered year and submit any changes made to the County of Ventura. Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

After reviewing the last format provided in 2016, there is no suggested modification for 2018. Attached is the 2018 Local Agency Biennial Notice with NO amendment required.

Recommendation: Approve

**PLEASANT VALLEY COUNTY WATER DISTRICT
2014 CONFLICT OF INTEREST CODE
RESOLUTION NO. 14-02**

EXHIBIT B

DISCLOSURE CATEGORIES

Subject to the definition set forth in the Political Reform Act and application regulations.

Category 1 – BROADEST DISCLOSURE

- (1) All sources of income, gifts, loans and travel payments;
- (2) All interests in real property; and
- (3) All investments and business positions in business entities.

Category 2 – REAL PROPERTY

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 – REGULATION AND PERMITTING

All investments, business positions, and sources of income, gifts, loans and travel payments, from sources which are subject to regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 – FUNDING

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.


**CONFLICT OF INTEREST CODE
PLEASANT VALLEY COUNTY WATER DISTRICT**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the **PLEASANT VALLEY COUNTY WATER DISTRICT**, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the **PLEASANT VALLEY COUNTY WATER DISTRICT**. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 28th day of June, 2018:

By: 
Print Name: Thomas P. Vujovich, JR.
Title: President of the Board

2018 Local Agency Biennial Notice

Name of Agency: PLEASANT VALLEY COUNTY WATER DISTRICT
Mailing Address: 154 SOUTH LAS POSAS RD, CAMARILLO, CA. 93010
Contact Person: JARED BOUCHARD Phone No. 805-482-2119
Email: jared@pvcwater.com Alternate Email: admin.pvcwd@verizon.net

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

An amendment is required. The following amendments are necessary:

(*Check all that apply.*)

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other (*describe*) _____

The code is currently under review by the code reviewing body.

No amendment is required. (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

06/28/2018

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

**Board of Supervisors
800 S. Victoria Avenue
Ventura, CA 93009-1920**

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Board of Directors	1	County Clerk of the Board
1	District Manager	1	County Clerk of the Board
1	Secretary of the Board	1	County Clerk of the Board
1	General Counsel	1	County Clerk of the Board