

Central Services
Joan Araujo, Director

Engineering Services
Christopher Cooper, Director

Roads & Transportation
Chris Hooke, Acting Director

Water & Sanitation
Joseph Pope, Director

Watershed Protection
Glenn Shephard, Director

October 8, 2021

**NOTICE OF A MEETING OF THE
VENTURA COUNTY WATERWORKS DISTRICT NO. 19
SOMIS CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 19 Somis Citizens' Advisory Committee will be held **Thursday, October 14, 2021 from 3:30 p.m. to adjournment** via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (3:30 p.m.) dial the number (669) 900-6833, when prompted enter the meeting ID 470 052 7072. You can also join the meeting by visiting this link - **Join Zoom Meeting** <https://us02web.zoom.us/j/4700527072>

Advisory Committee Members: Please contact the District Office by telephone at (805-378-3005), or by email at wspc@ventura.org, no later than October 13, if you are unable to participate on the call.

Sincerely,



Joseph C. Pope, P.E.
Director, Water and Sanitation

AGENDA OF MEETING

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 23, 2021 MEETING MINUTES
3. PUBLIC COMMENTS - Members of the public may address the Citizens' Advisory Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda. With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting.



4. COMMITTEE MEMBER'S COMMENTS - Members of the Citizens' Advisory Committee may address the meeting with information or observations relevant to the operation of District 19 but do not appear on the Agenda.
5. DISTRICT STAFF REPORT
 - A. FINANCIAL REVIEW
 1. Update on the current financial status of District 19 including:
 - a. Cash Flow Analysis sheet showing revenue and expense items
 - b. Acquisition & Replacement Fund sheet showing sources and uses of funds
 - c. Financial Status Report for Operations and Maintenance
 2. Update on November 9, 2021 Board Letter regarding Miscellaneous Fees
 3. Continued discussion of District 19 Water Rate Review
 4. Report from the CAC Financial Subcommittee
 - B. CAPITAL PROJECTS REVIEW
 1. Progress Report for Active Capital Projects with updated timelines
 2. Financial Status Report for Capital Projects
 - C. STATE OF WATER DISTRICT 19 INFRASTRUCTURE
 1. District 19 Quarterly Operations and Maintenance Presentation
 - D. WATER FACTS
 1. Water Supply
 - a. Updated District 19 Water Production and Sales Reports
 - b. Status of water supply available through State projects
 2. Water Quality
 - a. Resolution of water quality complaints from District customers
 - b. Update on pumped groundwater and delivered potable water quality
 3. Water Costs
 - a. Cost of water purchased from Calleguas Municipal Water District
 - b. Groundwater allocation from Fox Canyon GMA
 - c. Litigation status to secure pumping allocation (*FCGMA V. LPVWRC*)
 - E. ADMINISTRATIVE UPDATE – An update on issues related to administration of the District including billing, charges, fees, programs, etc.
 1. Aged Report



- F. DIRECTOR'S INFORMATIONAL ITEMS – Provides the opportunity for the Director to present items that are not within the subject matter of the District's Staff Report
- 6. AVENUES OF PUBLIC OUTREACH – An update on how the District is reaching out to its customers concerning water conservation.
- 7. FUTURE AGENDA ITEMS
- 8. ADJOURNMENT

****NOTICES:** The following information is provided to help you understand, follow, and participate in the Board meeting: Public Comments – Public comment is the opportunity for members of the public to participate in meetings by addressing the Citizens Advisory Committee in connection with one or more agenda or non-agenda items.

- Observe the Citizens Advisory Committee meeting live at:
<https://us02web.zoom.us/j/4700527072>
- If you wish to make a comment on a specific agenda item, you may attend the meeting via Zoom, and you will be given a chance to be heard. If you prefer to submit a written comment ahead of time, please submit your comment via email by 5:00 p.m. on the day prior to the Committee meeting. Please submit your comment to WSPC@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A). Your email will be read by the Water and Sanitation Director and placed into the record.
- If you are watching the live stream of the Committee meeting and would like to make a general public comment for items not on the day's agenda or to comment on a specific agenda item as it is being heard, you may attend the meeting via Zoom, and you will be given a chance to be heard. If you prefer to submit a comment in writing, please submit your comment to WSPC@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT (805) 378-3005. REASONABLE ADVANCE NOTIFICATION OF THE NEED FOR ACCOMMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



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**SOMIS CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 19
MINUTES OF THE AUGUST 26, 2021 MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Diana Enos, Lynette Buchanan-Roth,
Kathy Janowski, David Hutter

COMMITTEE MEMBERS ABSENT: Kirby Thomas

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director
Scott Meckstroth, Deputy Director
June Kim, Engineering Manager III
Ryan Lippincott, Engineering Manager I
Jean Fontayne, Staff Services Manager
Vimie Alvarez, Principal Accountant
Pam Cook, Senior Accountant
Julie Taylor, Management Assistant III

GUESTS: Margaret Tolberg

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1. CALL TO ORDER

The meeting was called to order at 3:35 p.m.

2. APPROVAL OF THE MINUTES OF THE AUGUST 26, 2021 MEETING

Ms. Buchanan-Roth asked whether Mr. Pope wanted to change the fee amount for the Somis Farmworker Housing project. Mr. Pope stated that he wanted to keep it as stated in the meeting, but did mention that the fees would be half of what he stated during the August 26, 2021 meeting.

3. PUBLIC COMMENTS

There were no public comments.

4. COMMITTEE MEMBER'S COMMENTS

Ms. Buchanan-Roth requested a current PWA-W&S Organization Chart so that she might see the names of the staff members holding various positions. Mr. Pope replied that his assistant would send out the Organizational Chart to the entire Committee.

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5. DISCUSSION OF WATER RATES

- Mr. Pope discussed the Rate Analysis Study Session for Fiscal Year 2022, including such topics as:
 - Financial Conditions of the District
 - Rate Analysis Assumptions
 - Known Financial Risks
 - Discussion on Capital Project Financing
 - Cash Reserve Forecast Without Rate Increases
 - Cash Reserve Forecast With 2.5% Rate Increases 2022 to 2026
 - Cash Reserve Forecast With 5% Rate Increase 2022; 4% Rate Increase 2023-2026
- The Committee Members shared various thoughts and ideas on the Rate Analysis Study Session for Fiscal Year 2022, including the following:
 - Any rate increases should be justified.
 - Since it is forecasted to be a dry year in 2022, this will be beneficial to the finances of the District.
 - Ms. Buchanan-Roth recommended that we take another look at the rate analysis to see if surcharges similar to Well 2 would make sense to fund the the District's capital projects.
 - Some committee members stated that they do not feel that the Raftelis Study was valid, but rather they believe that the study justified a desired result.
 - Mr. Pope expressed concern that if the only way revenue is raised is through surcharges, that eventually the District will require a relatively steep rate increase in order fund operating expenses, that will continue to increase with inflation.
 - The committee members expressed concern that a rate increase so soon after the Las Posas Adjudication surcharges sunset in December 2021, that it may result in significant resistance rate payers.
 - The committee expressed that perhaps Well 2 should be completed before any rate increases go into effect.
 - In years past, there was an understanding between the Citizens' Advisory Committee and PWA-W&S that any rate increases would be for only one year. No pass through rate increases were previously contemplated.
 - Mr. Pope stated that he is requesting a 2.5% rate increase for only one year, the Fiscal Year that will begin in July 2022.
 - Whether 2.5% is the correct rate increase to request. Perhaps a smaller rate increase would be sufficient.
 - Ms. Jankowski recommended that 2.5% increase for the next three years would make sense.

- Mr. Pope stated that he appreciated the feedback and input of the Committee. Mr. Pope stated that just as he had planned, this Special Meeting was a helpful study session, in which no firm decisions were reached.

6. FUTURE AGENDA ITEMS

- Ms. Janowski will schedule a meeting with Mr. Pope, as she is the head of the Financial Sub-Committee. Ms. Janowski will discuss the Rate Analysis Study Session for Fiscal Year 2022 further with Mr. Pope. Afterwards, Ms. Janowski will meet with the Financial Sub-Committee to discuss the Rate Study further.

7. ADJOURNMENT

- The meeting adjourned at 4:58 p.m.

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5. DISTRICT STAFF REPORT

A. FINANCIAL REVIEW

1. Update on the current financial status of District 19 including:
 - a. Cash Flow Analysis sheet showing revenue and expense items
 - b. Acquisition & Replacement Fund sheet showing sources and uses of funds
 - c. Financial Status Report for Operations and Maintenance
2. Update on November 9, 2021 Board Letter regarding Miscellaneous Fees
3. Continued discussion of District 19 Water Rate Review
4. Report from the CAC Financial Subcommittee

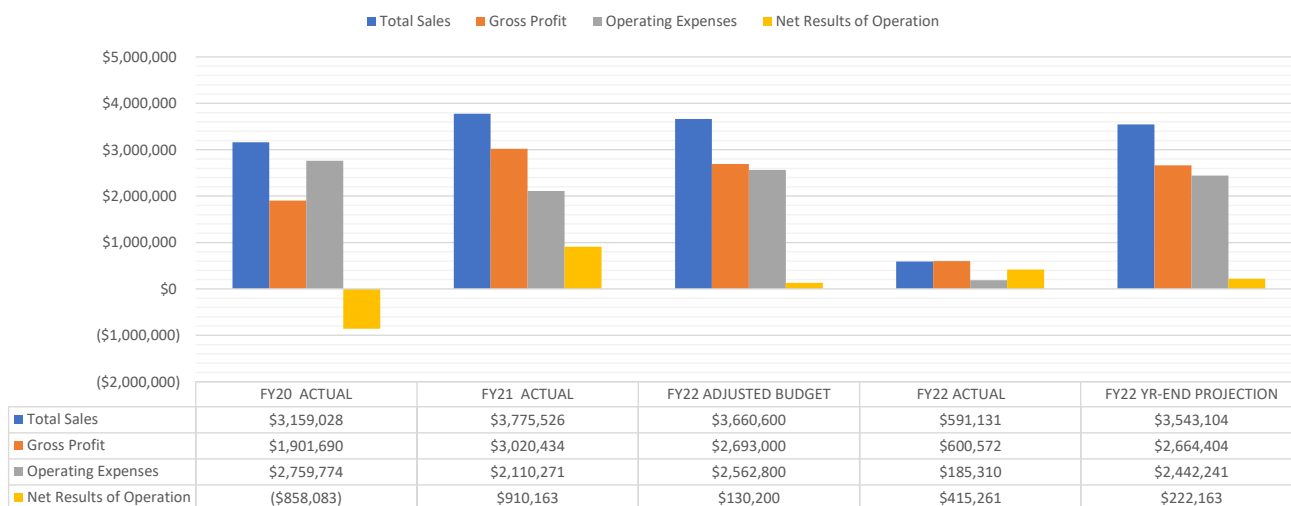
Current Period Activities of AP02 - thru 8/31/21									
WW#19 Somis									
Detailed ADHOC Analysis									
1	Total Beginning Balances			\$1,067,610	\$49,420	\$1,183,093	\$1,183,093		\$1,183,093
2	Total Ending Balances			\$49,420	\$1,183,093	\$1,714,393	\$1,410,487		\$1,692,480
7	O&M/ Rate Stab Fund	FMS ACT#		FY20 ACTUAL	FY21 ACTUAL	FY22 ADJUSTED BUDGET	FY22 ACTUAL	% Actual vs Budget	FY22 YR-END PROJECTION
8	Beginning Balances			\$9,165	\$9,165	\$919,328	\$919,328		\$919,328
9									
10	Operating Revenue								
11	Interest Earnings	8911		\$0	\$0	\$0	\$0		\$0
12	Federal & State Disaster			\$0	\$0	\$0	\$0		\$0
13	State Aid - SB90			\$0	\$0	\$0	\$0		\$0
14	Meter Sales & Install/Line Ext. Fee	9613		\$1,975	\$2,866	\$2,000	\$45	2%	\$2,000
15	Planning/Engr Svc Fee	9481		\$125	\$0	\$200	\$0	0%	\$200
16	Permit Fees	9708		\$0	\$0	\$0	\$0		\$0
17	Water Sales	9614		\$3,107,276	\$3,549,443	\$3,490,811	\$518,439	15%	\$3,335,039
18	Las Posas Adjudication Surcharge	9614		\$0	\$182,318	\$157,189	\$53,515	34%	\$160,546
19	Other revenue - misc.	9708/9751/9790		\$49,651	\$40,898	\$10,400	\$19,132	184%	\$45,319
20	Total - Operating Revenue			\$3,159,028	\$3,775,526	\$3,660,600	\$591,131		\$3,543,104
21									
22	Operating Expenditure								
23	Phone/Supplies/Bad Deb/Misc	See Sch		\$86,675	\$88,664	\$88,900	\$542	1%	\$82,300
24	System Maint. Repairs & Replac.	See Sch		\$309,878	\$228,569	\$453,500	\$2,089	0%	\$436,900
25	Indirect Cost Recovery	2158		\$18,597	\$23,238	\$21,700	\$0	0%	\$21,700
26	O&M Labor Charges	2205		\$1,288,046	\$885,370	\$1,073,700	\$127,581	12%	\$920,000
27	State Permit/Fees	2159-F01		\$16,026	\$13,700	\$5,000	\$0	0%	\$12,000
28	Legal Cost	2185		\$128,185	\$59,459	\$60,000	\$0	0%	\$157,561
29	Mgmt /Admin./ Eng. Svcs	2204		\$117,900	\$173,800	\$178,000	\$0	0%	\$178,000
30	Special Technical Services	See Sch		\$4,071	\$62,095	\$64,000	\$345	1%	\$64,000
31	Water Analysis	2188		\$6,034	\$6,398	\$15,000	\$0	0%	\$6,000
32	Cross Connection Fees	2159-XC59		\$4,140	\$6,000	\$5,200	\$0	0%	\$5,200
33	Groundwater Extraction	2312-FX12		\$27,500	\$35,700	\$84,000	\$0	0%	\$84,000
34	Water Purchase	2312		\$663,946	\$118,970	\$476,500	\$11,910	2%	\$317,700
35	Water System Power	2313		\$565,891	\$600,422	\$407,100	(\$21,350)	-5%	\$477,000
36	Water Maintenance Supply			\$0	\$0	\$0	\$0		\$0
37	Conservation Program	2159-CS59		\$0	\$0	\$5,000	\$0	0%	\$5,000
38	Meter Replacement & Change Outs	2264		\$276,200	\$51,100	\$46,000	\$0	0%	\$46,000
39	Other Loan Pymts-Principal (USDA)	3212		\$72,000	\$73,986	\$77,000	\$0	0%	\$104,100
40	Other Loan Pymts-USDA Interest	3452		\$88,728	\$76,285	\$83,900	(\$1,010)	-1%	\$13,080
41	Depreciation Expense	3361		\$341,922	\$335,897	\$327,800	\$55,763	17%	\$327,800
42	Right of Way Easements Purchase	3552		\$0	\$0	\$0	\$0		\$0
43	Right of Way Easements Temporary	3553		\$300	\$500	\$0	\$0		\$0
44	Debt Contra	3992		\$0	\$0	\$0	\$0		\$0
45	Debt & Capital Reserve Contributions	5111		\$1,073	\$0	\$51,700	\$0	0%	\$37,400
46	Contribution - ISF	5111		\$0	\$25,210	\$6,400	\$0	0%	\$25,200
	CAFR Adjustments								
47	Total - Operating Expenditure			\$4,017,111	\$2,865,363	\$3,530,400	\$175,869	5%	\$3,320,941
48	Result of Operation			(\$858,083)	\$910,163	\$130,200	\$415,261	319%	\$222,163
49	Transfer to/fr Capital Reserve			\$858,083		\$0			(\$222,163)
50	O&M Fund Balance Reserve:			\$9,165	\$919,328	\$1,049,528	\$1,334,589		\$919,328
51									
52	Minimum Balance								
53	25%	of O&M expenses		\$1,004,278	\$716,341	\$882,600	\$43,967		\$830,235
54	10%	of rate revenue		\$4,965	\$4,090	\$1,040	\$1,913		\$4,532
55									

	Current Period Activities of AP02 - thru 8/31/21								
				FY20	FY21	FY22			
				ACTUAL	ACTUAL	ADJUSTED	FY22	% Actual vs	FY22 YR-END
56	Acquisition&Replacement Fund					BUDGET	ACTUAL	Budget	PROJECTION
57	Beginning Balances			\$1,058,445	\$40,255	\$214,351	\$214,351		\$214,351
58									
59	Capital Sources of Funds								
60	Interest Earnings	8911		\$13,754	\$19,945	\$1,800	\$0	0%	\$1,800
61	State Grant				\$176,264	\$0	(\$176,264)		\$2,271,102
62	Capital Impr Charges	9615		\$6,000	\$2,000	\$6,000	\$0	0%	\$6,000
63	Loan Proceed	9841	(USDA	\$0	\$0	\$4,787,000	\$0	0%	\$1,300,000
64	Other Revenue-Misc	9790		\$45,000	\$0	\$0	\$0		\$0
65	Gain/Loss Revenue Capital Asset	9822							\$0
66	Depreciation Expense	3611	CY Fun	\$341,922	\$335,897	\$327,800	\$55,763	17%	\$327,800
67	Total - Capital Sources of Funds			\$406,676	\$534,105	\$5,122,600	(\$120,501)	-2%	\$3,906,702
68									
69	Capital Uses of Funds								
70	Water System Replacement & Construction Projects:								
71	Misc Water System Improvement	2112		\$411,067	\$37,300	\$10,000	\$459	5%	\$459
72	General System Improvement	4112		(\$4)	(\$4)	\$0	\$16,865		\$16,901
73	Well#4 Treatment Fac Repl	4112		\$0	\$0	\$0	\$0		\$0
74	Well 2 Treatment Facility	4112		\$99,470	\$305,318	\$3,137,000	\$58,827	2%	\$2,271,102
75	Well#2 Treatment Facility	4114		\$0	\$0	\$0	\$0		\$0
76	Pipe Replacement at Caltrans	4112		\$0	\$0	\$0	\$0		\$0
77	NewCalleguasWtrTrnout	4112		\$0	\$0	\$0	\$0		\$0
78	Sand Canyon Waterline & BPS	4112		\$0	\$0	\$0	\$0		\$0
79	Pipe Replacement Caltrans ROW	4114		\$3,220	\$0	\$250,000	\$0	0%	\$0
80	Pipe Replacement Caltrans	4114		\$0	\$0	\$0	\$0		\$0
81	Well 3 Replacement	4114		\$0	\$0	\$0	\$0		\$0
82	Bradley Rd Turnout	4114		\$0	\$0	\$0	\$0		\$0
83	538 Reservoir Replacement	4112		\$45,270	\$5,096	\$100,000	\$0	0%	\$106,197
84	538 Transmission Replacement	4112		\$3,560	\$0	\$0	\$0		\$0
85	Water Construction Project	4114		\$0	\$0	\$0	\$0		\$0
86	Total Syst. Replc & Construc Proj.			\$562,582	\$347,710	\$3,497,000	\$76,151	2%	\$2,394,659
87	Misc Expense			\$0	\$0	\$0	\$0		\$0
88	System Maint, Repairs & Replc.			\$0	\$0	\$0	\$0		\$0
89	Engineering Services	2204		\$4,200	\$12,300	\$12,100	\$0	0%	\$12,100
90	Other Equipment	4601		\$0	\$0	\$1,300,000	\$0	0%	\$1,300,000
91	Contributions-ISF & Other Funds	5111		\$0	\$0	\$0	\$0		\$0
92	Total - Capital Uses of Funds			\$566,782	\$360,010	\$4,809,100	\$76,151	2%	\$3,706,759
93	Net Cash Balance			(\$160,106)	\$174,095	\$313,500	(\$196,652)		\$199,943
94	Transfer to/fr O&M			(\$858,083)	\$0	\$0	\$0		\$222,163
95	Ending Capital Fund Balance Reserve			\$40,255	\$214,351	\$527,851	\$17,698		\$636,457
96									
97									

	Current Period Activities of AP02 - thru 8/31/21							
98	DEBT SERVICE - RCA - Well 2 Construction Proj.				FY21	FY22	FY22	% Actual vs FY22 YR-END
99	Beginning Balances				\$0	\$49,415	\$49,415	\$49,415
100								
101	Sources of Fund							
102	Well 2 Surcharge				\$49,415	\$87,600	\$8,784	10% \$87,281
	Subtotal - Sources of Fund				\$49,415	\$87,600	\$8,784	\$87,281
103								
104	Debt Service							
105	Loan Principal Pymts - RCA				\$0	\$0	\$0	\$0
106	Other Loan Pymts - RCA Interest				\$0	\$0	\$0	\$0
107	Subtotal - Debt Service				\$0	\$0	\$0	\$0
108								
109	Net Cash Balance				\$49,415	\$87,600	\$8,784	\$87,281
110								
111	Ending Debt Service Reserve				\$49,415	\$137,015	\$58,199	\$136,696

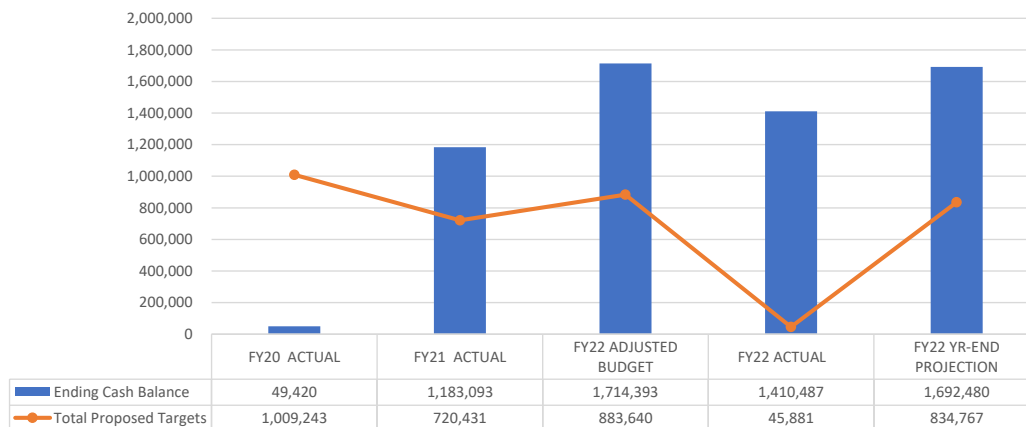
	Current Period Activities of AP02 - thru 8/31/21								
	NET RESULTS OF OPERATION COMPARISON BETWEEN FISCAL YEARS								
						Fiscal Year 2021-22			
						FY22			
	OPERATION FUND		FY20	FY21	ADJUSTED	FY22	% Actual vs	FY22 YR-END	
			ACTUAL	ACTUAL	BUDGET	ACTUAL	Budget	PROJECTION	
1	Water Sales								
2	Water Sales		\$3,107,276	\$3,549,443	\$3,490,811	\$518,439	15%	\$3,335,039	
3	Las Posas Adjudication- Surcharges		\$0	\$182,318	\$157,189	\$53,515	34%	\$160,546	
4	Other O&M Revenues		\$51,751	\$43,764	\$12,600	\$19,177	152%	\$47,519	
5	Total Sales		\$3,159,028	\$3,775,526	\$3,660,600	\$591,131	16%	\$3,543,104	
6									
7	Water & Power Cost								
8	Water Supply Cost		\$691,446	\$154,670	\$560,500	\$11,910	2%	\$401,700	
9	Water System Power		\$565,891	\$600,422	\$407,100	(\$21,350)	-5%	\$477,000	
10	Total Water and Power Costs		\$1,257,337	\$755,092	\$967,600	(\$9,441)	-1%	\$878,700	
11	Gross Profit (Loss)		\$1,901,690	\$3,020,434	\$2,693,000	\$600,572	22%	\$2,664,404	
12									
13	Operating Cost								
14	System Maint. Repairs & Replac.		\$309,878	\$228,569	\$453,500	\$2,089	0%	\$436,900	
15	O&M Labor		\$1,288,046	\$885,370	\$1,073,700	\$127,581	12%	\$920,000	
16	Meter Replacement & Change Outs		\$276,200	\$51,100	\$46,000	\$0	0%	\$46,000	
17	Misc O&M Cost		\$245,430	\$262,027	\$249,500	\$887	0%	\$357,261	
18	County and Agency Services		\$136,497	\$197,038	\$199,700	\$0	0%	\$199,700	
19	Debt Service		\$161,801	\$150,271	\$212,600	(\$1,010)	0%	\$154,580	
20	Funded Depreciation		\$341,922	\$335,897	\$327,800	\$55,763	17%	\$327,800	
21	Total Operating Cost		\$2,759,774	\$2,110,271	\$2,562,800	\$185,310	7%	\$2,442,241	
22	Net Result of Operation		(\$858,083)	\$910,163	\$130,200	\$415,261		\$222,163	
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WaterWorks District #19 Profit & Loss Analysis



	Current Period Activities of AP02 - thru 8/31/21								
	CASH RESERVE ANALYSIS								
				FY20 ACTUAL	FY21 ACTUAL	FY22 ADJUSTED BUDGET	FY22 ACTUAL	% Actual vs Budget	FY22 YR-END PROJECTION
1	Operating Revenues								
2	Water Sales			3,107,276	3,549,443	3,490,811	518,439	15%	3,335,039
3	Las Posas Adjudication- Surcharges				182,318	157,189	53,515	34%	160,546
4	Other O&M Revenues			51,751	43,764	12,600	19,177	152%	47,519
5	Subtotal - Operating Revenues			3,159,028	3,775,526	3,660,600	591,131	16%	3,543,104
6									
7	Operating Expenses								
8	Water Purchases			663,946	118,970	476,500	11,910	2%	317,700
9	Water System Power			565,891	600,422	407,100	(21,350)	-5%	477,000
10	Other O&M Expenses			2,284,624	1,659,804	2,158,100	130,557	6%	2,081,261
11	Fund Depreciation			341,922	335,897	327,800	55,763	17%	327,800
12	Subtotal - Operating Expenses			3,856,383	2,715,092	3,369,500	176,879	5%	3,203,761
13									
14	Net Operating Revenues			(697,355)	1,060,434	291,100	414,251		339,343
15									
16	Non-Operating Revenues								
17	Capital Revenues			51,000	2,000	6,000	0	0%	6,000
18	State Grant				176,264	0	(176,264)	0	2,271,102
19	Fund Depreciation			341,922	335,897	327,800	55,763	17%	327,800
20	Debt Proceeds			0	0	4,787,000	0	0%	1,300,000
21	Well 2 Surcharge				49,415	87,600	8,784	0	87,281
22	Interest Earnings			13,754	19,945	1,800	0	0%	1,800
23	Subtotal - Non Operating Revenues			406,676	583,520	5,210,200	(111,717)	-2%	3,993,983
24									
25	Debt Service								
26	RCA Loan - USDA Loan Payoff			160,728	150,271	160,900	(1,010)	-1%	117,180
27	RCA Loan - Well 2 Const. Prj				0	0	0		0
28	Subtotal - Debt Service			160,728	150,271	160,900	(1,010)	-1%	117,180
29									
30	Capital Expenses								
31	Well 2 Treatment Facility Prj			99,470	305,318	3,137,000	58,827	2%	2,271,102
32	Other System Improv. Proj			463,112	42,392	360,000	17,324	5%	123,557
33	Misc. Capital Cost			4,200	12,300	1,312,100	0	0%	1,312,100
34	Total Capital Expenses			566,782	360,010	4,809,100	76,151	2%	3,706,759
35									
36	Net Revenues			(1,018,190)	1,133,673	531,300	227,393		509,387
37									
38	Beginning Balance			1,067,610	49,420	1,183,093	1,183,093		1,183,093
39	Ending Balance			49,420	1,183,093	1,714,393	1,410,487		1,692,480
40							0		
41	Total Proposed Targets			1,009,243	720,431	883,640	45,881		834,767

Cash Reserve Analysis



WATERWORKS DISTRICT NO. 19 (SOMIS) WATER SERVICE
OPERATION AND MAINTENANCE FINANCIAL STATUS REPORT

	Current Period Activities of AP02 - thru 8/31/21						
		A	B	B	C	D	E
		ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT	% of	Yr-End
	DESCRIPTION	FY 21	FY 22	FY 22	ACTUAL	Act vs Bud	Projection
1	EXPENDITURES					c/b	
2	System Maint. Repairs & Replac.	228.6	453.5	453.5	2.1	0%	436.9
3	Pipes, Fitting, Valves & Other Maint. Supp	134.9	152.5	152.5	2.1	1.4%	150.4
4	Maintenance Contract	93.7	301.0	301.0	0.0	0.0%	286.5
5	Other Maintenance	-	-	0.0	0.0		0.0
6	Special Technical Services	62.1	64.0	64.0	0.3	0.0	64.0
7	Reservoir & Well Insp	56.3	37.0	37.0	0.0	0.0%	37.0
8	Design & Print CCR Rpt and Others	1.4	17.0	17.0	0.3	2.0%	17.0
9	Urban Water MGMT Plan & Master Plan Updates	-	5.0	5.0	0.0	0.0%	5.0
10	SCADA Reporting	-	5.0	5.0	0.0	0.0%	5.0
13	O&M Labor Charges	885.4	-	1,073.7	127.6	11.9%	920.0
14	State Permit/Fees	13.7	-	5.0	0.0	0.0%	12.0
15	Mgmt /Admin./ Eng. Svcs	173.8	-	178.0	0.0	0.0%	178.0
16	Legal Cost	59.5	-	60.0	0.0	0.0%	157.6
17	Water Analysis	6.4	-	15.0	0.0	0.0%	6.0
18	Cross Connection Fees	6.0	-	5.2	0.0	0.0%	5.2
19	Groundwater Extraction	35.7	-	84.0	0.0	0.0%	84.0
20	Water Purchase	119.0	-	476.5	11.9	2.5%	317.7
21	Water System Power	600.4	-	407.1	-21.4	-5.2%	477.0
22	Water Maintenance Supply	0.0	-	0.0	0.0		0.0
23	Conservation Program	0.0	-	5.0	0.0	0.0%	5.0
24	Meter Replacement & Change Outs	51.1	-	46.0	0.0	0.0%	46.0
25	Phone/Supplies/Bad Deb/Misc	88.7	-	88.9	0.5	0.6%	82.3
26	Indirect Cost Recovery	23.2	-	21.7	0.0	0.0%	21.7
27	Other Loan Pymts-Principal	0.0	-	0.0	0.0		0.0
28	Other Loan Pymts-Principal (USDA)	74.0	-	77.0	0.0	0.0%	104.1
29	Other Loan Pymts - RCA Interest	0.0	-	0.0	0.0		0.0
30	Other Loan Pymts-USDA Interest	76.3	-	83.9	-1.0		13.1
31	Depreciation Expense	335.9	-	327.8	55.8	17.0%	327.8
32	Right of Way Easements Purchase	0.0	-	0.0	0.0		0.0
33	Right of Way Easements Temporary	0.5	-	0.0	0.0		0.0
34	Contribution - ISF	25.2	-	6.4	0.0	0.0%	25.2
35	Debt & Capital Reserve Contributions	0.0	-	51.7	0.0	0.0%	37.4
36	TOTAL EXPENDITURES	2,865.4	517.5	3,530.4	175.9	5.0%	3,320.9
37	REVENUES						
38							
42	Meter Sales & Install/Line Ext. Fee	2.9	2.0	2.0	0.0	2.3%	2.0
43	Planning/Engr Svc Fee	-	0.2	0.2	0.0	0.0%	0.2
44	Permit Fees	-	-	0.0	0.0		0.0
45	Water Sales	3,549.4	3,490.8	3490.8	464.9	13.3%	3,335.0
46	Las Posas Adjudication Surcharge	182.3	157.2		53.5		160.5
47	Other revenue - misc.	40.9	10.4	10.4	19.1	184.0%	45.3
48	Gain/Loss Revenue Capital Asset	-	-	0.0	0.0		0.0
49	TOTAL REVENUES	3,775.5	3,660.6	3,503.4	537.6	15.3%	3,543.1
50	NET OF OPERATION	910.16	3,143.1	(27.0)	361.7		222.16
51	O&M Fund Balance Reserve:						
52	Beginning Fund Balance	9.17		919.33	\$919.33		\$919.33
53	Net of Operation	910.16		(26.99)	361.75		222.16
54	Transfer To/Fr Capital Fund			-			(222.16)
55	O&M Fund Balance Reserve:	\$919.33	\$0.00	\$892.34	\$1,281.07	\$0.00	\$919.33
56	Required O&M Fund Reserve: 25% of Exp.	\$716.34	\$129.38	\$882.60	\$43.97		\$830.24
57	O&M FBR vs Targeted Reserve	ok	alert	ok	ok	ok	ok

WATERWORKS DISTRICT NO. 19 (SOMIS) WATER SERVICE
CAPITAL PROJECTS FINANCIAL STATUS REPORT

Current Period Activities of AP02 - thru 8/31/21		A	B	C	D	E	F	G	H
		ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	ACTUAL FY 22			% of	Yr-End
	DESCRIPTION	FY 21	FY 22	FY 22	EXP/REV	ENC	TOTAL	Act/Bud	Projection
1	NON CAPITALIZED EXPENDITURES:							d/c	
2	General System Improvement	0.0	0.0	0.0	(0.0)	0.0	(0.0)		0.0
3	SCADA Improvements	2.4	0.0	0.0	0.5	0.0	0.5		0.5
4	Well Repairs/Replacement	0.0	0.0	0.0	0.0	0.0	0.0		0.0
5	Greentree Res #2 Re-coat & Repair	34.7	0.0	0.0	0.0	0.0	0.0		0.0
7	Engineering Services	12.3	12.1	12.1	0.0	0.0	0.0	0.0%	12.1
8	Sub-Total Non Capitalized Expenditures	49.6	12.1	12.1	0.5	0.0	0.5	3.8%	12.6
9	WATER SYSTEM IMPROVEMENT:								
10	General System Improvement	0.0	0.0	0.0	16.9	2390.5	2,407.4		16.9
11	Well 2 Treatment Facility	305.3	0.0	3,137.0	58.8	0.0	58.8	1.9%	2,271.1
13	Pipe Replacement Caltrans ROW	0.0	0.0	250.0	0.0	0.0	0.0	0.0%	0.0
14	538 Reservoir Replacement	5.1	0.0	100.0	0.0	0.0	0.0	0.0%	106.2
15	538 Transmission Replacement	0.0	0.0	0.0	0.0	0.0	0.0		0.0
16	Sub-Total Water System Improvement	310.4	0.0	3,487.0	75.7	2,390.5	2,466.2		2,394.2
17	WATER CONSTRUCTION PROJECT								
18	Well#2 Treatment Facility	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	0.0
21	Sub-Total Water Water Constrction Project	0.0	0.0	0.0	0.0	0.0	0.0		0.0
22	Other Equipment	0.0	0.0	1,300.0	0.0	0.0	0.0		1,300.0
23	Total Expenditures	360.0	12.1	4,799.1	76.2	2,390.5	2,466.7	629.3%	3,706.8
24	REVENUES								
25	Interest Earnings	19.9	0.0	1.8	0.0	0.0	0.0	0.0%	1.8
26	Capital Impr Charges	2.0	0.0	6.0	0.0	0.0	0.0	0.0%	6.0
26	State Grant	176.3	0.0	0.0	(176.3)	0.0	(176.3)	0.0%	2,271.1
26	Loan Proceed	0.0	0.0	4,787.0	0.0	0.0	0.0	0.0%	1,300.0
28	Other Revenue-Misc	0.0	0.0	0.0	0.0	0.0	0.0	0.0%	0.0
29	Total Revenues	198.2	0.0	4,794.8	(176.3)	0.0	(176.3)		3,578.9
30	Net of Operation	(161.8)	(12.1)	(4.3)	(252.4)	(2,390.5)	(2,642.9)		(127.9)
31	Beginning Capital Fund Balance	40.3	214.4	214.4	214.4		214.4		214.4
32	Prior Year CAFR Adjustments								0.0
33	Transfer To/Fr Capital Fund	0.0							222.2
34	Depreciation Expense	335.9	0.0	327.8	55.8		55.8		327.8
35	Ending Capital Fund Balance Reserve	214.4	202.3	537.9	17.7		(2,372.8)		636.5
36									
37									
38		SUMMARY OF CAPITAL FUND BALANCE				Capital	Funded	Total	
39						Acq Fund	Depr Fund	Cap Fund	
40				Beginning Fund Balance	(112.2)	326.5	214.3		
41				Revenue & Depreciation	3,578.9	327.8	3,906.7		
42				Transfer to/from O&m	222.2		222.2		
43				Expenditure & Encumbrances	(3,694.2)	(12.6)	(3,706.8)		
44				Ending Fund Balance	(5.3)	641.7	636.4		

WATERWORKS DISTRICT NO. 19 (SOMIS) WATER SERVICE
WELL 2 DEBT SERVICE FINANCIAL STATUS REPORT

	Current Period Activities of AP02 - thru 8/31/21						
		A	B	B	C	D	E
		ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT	% of	Yr-End
	DESCRIPTION	FY 21	FY 22	FY 22	ACTUAL	Act vs Bud	Projection
1	DEBT SERVICE:					c/b	
2	Loan Principal Pymts - RCA						
3	Other Loan Pymts - RCA Interest						
4	TOTAL DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	DEBT SERVICE REVENUE						
6							
7	Well 2 Surcharge	\$49.41	\$87.60	\$87.60	\$8.78		\$87.28
8	TOTAL DEBT SERVICE REVENUE	\$49.41	\$87.60	\$87.60	\$8.78		\$87.28
9	NET FUND BALANCE	\$49.41	\$87.60	\$87.60	\$8.78		\$87.28
10	O&M Fund Balance Reserve:						
11	Beginning Fund Balance	\$0.00	\$49.41	\$49.41	\$49.41		\$49.41
12	Net Fund Balance	\$49.41	\$87.60	\$87.60	\$8.78		\$87.28
13	Debt Service Fund Balance Reserve:	\$49.41	\$137.01	\$137.01	\$58.20	\$0.00	\$136.70



PUBLIC
VENTURA COUNTY
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Ventura County Waterworks District Nos. 1, 17, 19, and 38 and County Service Areas Nos. 29, 30, and 34

Proposed Changes to Engineering and Development Miscellaneous Fees

Joseph C. Pope, P.E
Director, Water and Sanitation
Ventura County Public Works Agency
November 9, 2021

November 2021

Proposed Changes to Miscellaneous Fees

- Fees are typically fees associated with one-time services for specific events
 - New Development
 - Misc. Requests
- Fees are non-rate revenues and non-rate related
- Fees are considered unrestricted revenues
- Current fees were revised and approved in 1994
- Proposition 218 is not applicable

Proposed Changes to Miscellaneous Fees

- Comprehensive review of the fee structure included:
 - Considering current labor rates and materials costs
 - Evaluation of cost recovery associated with fee events or services
- Staff determined that the current fees do not accurately reflect the actual costs incurred

Proposed Changes to Miscellaneous Fees

- Staff recommendations include:
 - Proposing a fee adjustment to make fees current and then increasing 3% every year for the next five budget years commencing July 1, 2022 through July 1, 2026
 - This allows a lower administrative burden and keeps fees current with inflation
 - Adding a new miscellaneous fee:
 1. Contractor Shut-Downs

Proposed Changes to Miscellaneous Fees

- The recommended fee adjustments are necessary to establish fair and equitable fees and charges
- Staff will review fee adjustments for the subsequent 5-year period returning to the Board with proposed adjustments in 2026
- Presented proposed fees, including descriptions of the fees and the reasons for the changes, to the Citizens' Advisory Committees
- Fees will continue to be posted publicly, at a minimum on our website

Proposed Engineering & Development Fee Schedule

(Districts 1, 16, 17, 19, & 38)

MISCELLANEOUS FEE SCHEDULE ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	% Change	FY2024	% Change	FY2025	% Change	FY2026	% Change	Description of Fee
Annexation Fee	By Estimate	New Fee and Deposit for remaining work	\$200	N/A	\$206		\$212		\$219		\$225		Fee to process the Resolution of Application Initiating the Proceedings for Annexation. Additional deposit required for processing the application.
Availability and/or Will Serve Letter Fee (Water or Sewer)	\$40.00	Updated Hours	\$160	300%	\$165		\$170		\$175		\$180		Fee for letter to applicant indicating the availability of facilities to be connected to upon meeting applicable requirements. Will Serve Letter Fee for letter to applicant as an agreement that the County will service said applicant upon making final connection to County facilities.
Construction Permit Insurance Fee (Water or Sewer)	\$60.00	Updated Hours	\$1,000	1567%	\$1,030		\$1,061		\$1,093		\$1,126		Fees for processing and issuing a construction permit, including document creation, submittal, review, permit writing, and pre-construction meeting
Fire Flow Test Fee or Letter	\$80.00	Updated Hours	\$260	225%	\$268		\$276		\$284		\$293		Fee for processing and performing fire flow tests as a requirement for construction by the Fire Department
Hydrant Water Meter Fee	\$45.00	Updated Hours	\$210	367%	\$216	3%	\$223	3%	\$229	3%	\$236	3%	Staff labor costs for installation, inspection and/or removal of hydrant water meters
Hydrant Water Meter Trust Deposit	\$650.00	Modified to reflect actual material costs	\$1,880	189%	\$1,880		\$1,936		\$1,994		\$2,054		Trust deposit for the temporary use of County owned construction hydrant meters
Water Shutdown Charge	\$0.00	New Fee	\$860	N/A	\$886		\$912		\$940		\$968		Staff labor costs for processing contractor shut down requests as part of a construction project. This includes the cost to develop a shutdown plan, conduct mock shutdown, conduct the shutdown and assist with partial pipe dewatering, and put the line back in service.
Single Residential Construction Inspection Fee (Water or Sewer)	\$125.00	Updated Hours	\$770	516%	\$793		\$817		\$841		\$867		Staff labor costs for field inspection as part of a construction permit

Proposed Engineering & Development Fee Schedule

(CSA 29, 30, & 34)

MISCELLANEOUS FEE SCHEDULE - ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	FY2024	FY2025	FY2026	Description of Fee
Permit Fees - Single Family Residential	\$50.00	Updated Hours	\$700.00	1300%	\$700	\$742	\$742	\$787	Fees for processing and issuing a construction permit, including document creation, submittal, review, permit writing, and pre-construction meeting
Permit Fees - Apartment Unit, Duplex or Condo, Motel or Hotel, Commercial or Other User	\$75.00	Updated Hours	\$1,200.00	1500%	\$1,200	\$1,272	\$1,272	\$1,348	Fees for processing and issuing a construction permit, including document creation, submittal, review, permit writing, and pre-construction meeting
Permit Fees - Industrial or Step Tank	\$700.00	Updated Hours	\$1,500.00	114%	\$1,500	\$1,590	\$1,590	\$1,685	Fees for processing and issuing a construction permit, including document creation, submittal, review, permit writing, and pre-construction meeting
Plan Check Fees - SFR	\$50.00	Updated Hours	\$700.00	1300%	\$700	\$742	\$742	\$787	Fees for processing and issuing a construction permit, including document creation, submittal, review, permit writing, and pre-construction meeting
Easement Processing Fees	\$920.00	Inflation Escalation	\$1,450.00	58%	\$1,450	\$1,537	\$1,537	\$1,629	Fee to review an easement covers costs of Water and Sanitation Staff, Real Estate Services, and Survey.
Release of Notice of Violation Fees	\$145.00	Inflation Escalation	\$220.00	52%	\$220	\$233	\$233	\$247	Release of Notice of Violation
Appeals Hearing Fee Deposit	\$500.00	Inflation Escalation	\$780.00	56%	\$780	\$827	\$827	\$876	Appeals hearing of Notice of Violation deposit.
Availability and/or Will Serve Letter Fee (Water or Sewer)	\$40.00	Updated Hours	\$160.00	300%	\$160	\$170	\$170	\$180	Availability Fee for letter to applicant indicating the availability of facilities to be connected to upon meeting applicable requirements. Will Serve Letter Fee for letter to applicant as an agreement that the County will service said applicant upon making final connection to County facilities

Proposed Meter Fee Schedule

Distict 1, 17, & 19												
METER FEES SCHEDULE - ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	% Change	FY2024	% Change	FY2025	% Change	FY2026	% Change
3/4"	\$360	Labor Hours and Material Cost Update	\$808	125%	\$833	3%	\$858	3%	\$883	3%	\$910	3%
1"	\$395		\$871	120%	\$897		\$924		\$952		\$980	
1.5"	\$880		\$1,836	109%	\$1,891		\$1,948		\$2,006		\$2,066	
2"	\$950		\$2,014	112%	\$2,074		\$2,136		\$2,201		\$2,267	
3"	\$1,250		\$1,904	52%	\$1,961		\$2,020		\$2,080		\$2,143	
4"	\$1,935		\$3,242	68%	\$3,339		\$3,439		\$3,543		\$3,543	
6"	\$2,970		\$5,444	83%	\$5,607		\$5,775		\$5,949		\$6,127	

Distict 38												
METER FEES SCHEDULE - ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	% Change	FY2024	% Change	FY2025	% Change	FY2026	% Change
3/4"	\$150	Labor Hours and Material Cost Update	\$808	439%	\$833	3%	\$858	3%	\$858	3%	\$883	3%
1"	\$200		\$871	335%	\$897		\$924		\$924		\$952	
1.5"	\$375		\$1,836	390%	\$1,891		\$1,948		\$1,948		\$2,006	
2"	\$650		\$2,014	210%	\$2,074		\$2,136		\$2,136		\$2,201	
3"	\$750		\$1,904	154%	\$1,961		\$2,020		\$2,020		\$2,080	
4"	\$1,200		\$3,242	170%	\$3,339		\$3,439		\$3,439		\$3,543	

Meter Fee Calculation

	Labor (3 hours)	Meter	Valve	MXU	Total
3/4"	\$319	\$197	\$121	\$172	\$808
1"	\$319	\$259	\$121	\$172	\$871
1.5"	\$319	\$956	\$389	\$172	\$1,836
2"	\$319	\$1,134	\$389	\$172	\$2,014
3"	\$319	\$1,413	\$0	\$172	\$1,904
4"	\$319	\$2,751	\$0	\$172	\$3,242
6"	\$319	\$4,953	\$0	\$172	\$5,444

Capital Improvement Charge Update

ENR Construction Cost Index Escalation

	District 1		District 17		District 19		District 38	
	Current CIC	Proposed CIC	Current CIC	Proposed CIC	Current CIC	Proposed CIC	Current CIC	Proposed CIC
Based on Residence	Based on Residence		Based on Residence		Based on Residence		Based on Residence	
Single Family	\$2,824	\$3,095	\$180	\$695	\$2,000	\$4,827	\$3,295	\$7,519
Condominium Unit	\$2,824	\$3,095	\$180	\$695	\$2,000	\$4,827	\$3,295	\$7,519
Apartment Unit	\$2,824	\$3,095	\$180	\$695	\$2,000	\$4,827	\$3,295	\$7,519
Mobile Home Space	\$2,824	\$3,095	\$180	\$695	\$2,000	\$4,827	\$3,295	\$7,519
	Based on Acres		Based on Acres		Based on Acres		Based on Acres	
Commercial Development	\$9,880	\$10,827	\$630	\$2,433	\$7,000	\$16,895	\$4,945	\$11,285
Industrial Development	\$10,163	\$11,137	\$720	\$2,781	\$8,000	\$19,309	\$7,580	\$17,298
Public Development	\$5,645	\$6,186	NA	NA	NA	NA	NA	NA
Residential Development	NA	NA	\$540	\$2,085	NA	NA	\$3,295	\$7,519
	Based on Meter Size		Based on Meter Size		Based on Meter Size		Based on Meter Size	
3/4-inch	\$2,824	\$3,095	\$180	\$695	\$2,000	\$4,827	\$3,295	\$7,519
1-inch	\$5,647	\$6,188	\$360	\$1,390	\$4,000	\$9,654	\$6,590	\$15,039
1 1/2-inch	\$11,293	\$12,376	\$720	\$2,781	\$8,000	\$19,309	\$13,180	\$30,077
2-inch	\$19,763	\$21,658	\$1,260	\$4,866	\$14,000	\$33,791	\$23,065	\$52,635
3-inch	\$42,350	\$46,411	\$2,700	\$10,427	\$30,000	\$72,409	\$49,425	\$112,790
4-inch	\$84,699	\$92,820	\$5,400	\$20,854	\$60,000	\$144,817	\$98,850	\$225,580
6-inch	\$169,399	\$185,642	\$10,800	\$41,708	\$120,000	\$289,634	\$197,700	\$451,159
Last Update ENR CCI =	12056.44	% Change	3421.25	% Change	5474.14	% Change	5789.77	% Change
Current Year ENR CCI =	13212.48	9.59%	13212.48	286%	13212.48	141%	13212.48	128%
	Last Update:	7/1/2020	Last Update:	1978	Last Update:	1987	Last Update:	1989

Sewer Connection Fee Update

ENR Construction Cost Index Escalation

Area	Last Changed	Last Rate Change Year ENR CCI	Current ENR CCI	% Change	Current SCF	Proposed SCF
District 1	07/2020	12056.44	13212.48	10%	\$5,430	\$5,951
District 16	07/2016	11155.03	13212.48	18%	\$4,570	\$5,413
CSA 29	2006	8573.42	13212.48	54%	\$1,700	\$2,620
CSA 30	2006	8573.42	13212.48	54%	\$1,800	\$2,774
CSA 34	10/2009	9760.69	13212.48	35%	\$4,876	\$6,600



PUBLIC
VENTURA COUNTY
WORKS



Questions?

November 2021

5. DISTRICT STAFF REPORT

B. CAPITAL PROJECTS REVIEW

1. Progress Report for Active Capital Projects with updated timelines
2. Financial Status Report for Capital Projects

September 2021

ACTIVE CAPITAL PROJECTS REPORT - WATER AND SANITATION DEPARTMENT

Project Name	Project Manager	Phase	Phase % Complete	Proposed Funding	Remarks
Well 2 Fe and Mn Treatment Facility	R. Lippincott	Construction	28	Grant and County Loan	Working on the ringwall foundation for the reclaim tank and underground electrical.
538 Pressure Zone Reservoir Replacement	R. Lippincott	30% Design, Environmental	5	No current funding source	Refreshing the site plan, developing a preliminary cost estimate and preliminary schedule.
Pipe Replacement in Cal Trans ROW	Not assigned	Design	90	No current funding source	Design was previously completed. Next task is to plan how to break the project down into smaller phases to enable easier funding. This project has been prioritized after the 538 Reservoir Replacement project. Estimated completion date: TBD

5. DISTRICT STAFF REPORT

C. STATE OF WATER DISTRICT 19 INFRASTRUCTURE

1. District 19 Quarterly Operations and Maintenance Presentation



District 19 O&M Updates

FY 2022 – First Quarter (July 1 to Sept. 30, 2021)

Operations & Maintenance

- ▶ 0 Main Line Breaks/Repairs, 0 Service Leaks, 0 hydrant leaks
- ▶ No Fire Flow Tests
- ▶ 100% Valve Exercising completed
- ▶ No Flushing
- ▶ Installed permanent sample station at 1030 Pump Station for State testing
- ▶ Abandoned 100' of 3" main line in Arch Street
- ▶ Reconnection of 1,200' of 8" main line and 3" Ag meter south of Groves Place/north of Bell Ranch
- ▶ Warranty dives for Greentree #1 and #2
- ▶ Emergency 250 HP Well 4 motor repair

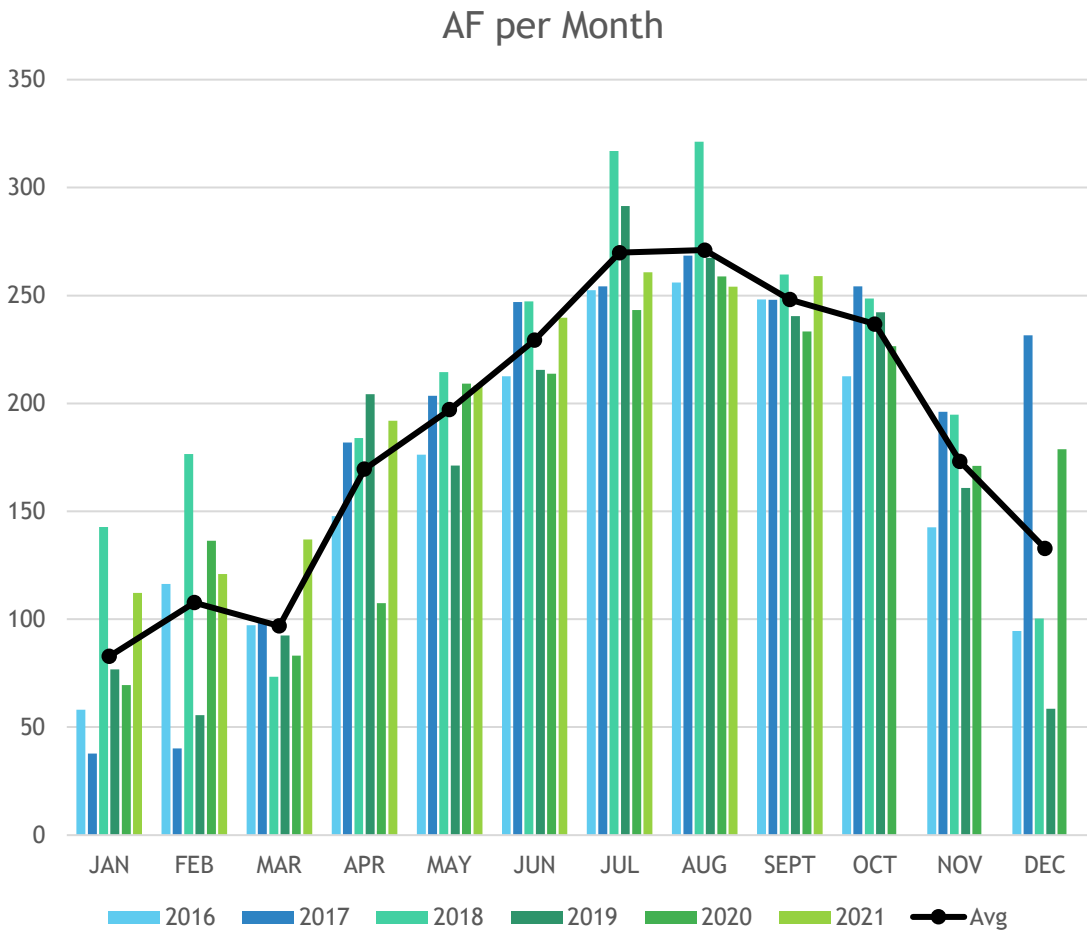
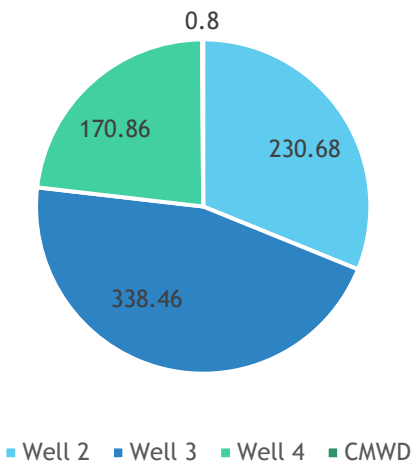
Operations & Maintenance – Wells

- ▶ Well # 2 – 1,100 gpm nominal pumping rate
 - ▶ 230.7 AF pumped
 - ▶ Water Quality (Fe=260 ug/L; Mn=150 ug/L)
- ▶ Well # 3 – 1,000 gpm nominal pumping rate
 - ▶ 338.5 AF pumped
 - ▶ Water Quality (Fe= 210 ug/L; Mn= 110 ug/L)
- ▶ Well # 4 – 1,100 gpm nominal pumping rate
 - ▶ 170.9 AF pumped
 - ▶ Water Quality Raw (Fe=950 ug/L; Mn=440 ug/L)
 - ▶ Water Quality Finished (Fe<100 ug/L; Mn<20 ug/L)

Operations & Maintenance – Quarterly Source Water

- ▶ Total Well Water
 - ▶ 740.0 AF Pumped
- ▶ CMWD
 - ▶ 0.8 AF Delivered

Source Water (AF) FY22Q1



Customer Service and Meter Reading

- ▶ Replaced 49 meters (stopped/malfunctioning)
 - ▶ \$7,546 labor
- ▶ Customer Account Activity (turn on/off)
 - ▶ \$3,077 labor
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
 - ▶ \$6,315 labor
- ▶ Line Locations
 - ▶ \$10,022 labor
- ▶ Key Issues - Well 4 Motor – Emergency Replacement completed following grounding

Operations & Maintenance – Looking Forward

- ▶ Winter Flushing for State Compliance
- ▶ Well 2 Fe+Mn Treatment Filters
- ▶ Lower inlet of Well 4
- ▶ Advanced Metering Infrastructure (AMI)
 - ▶ Double stage over-the-air AMI configuring meters by 11/1/21
 - ▶ Rollout to customers by 1/1/2022

Engineering – CIP and Development

- ▶ Well 2 Fe+Mn Treatment
- ▶ Somis Farmworker Housing



Questions?

5. DISTRICT STAFF REPORT

D. WATER FACTS

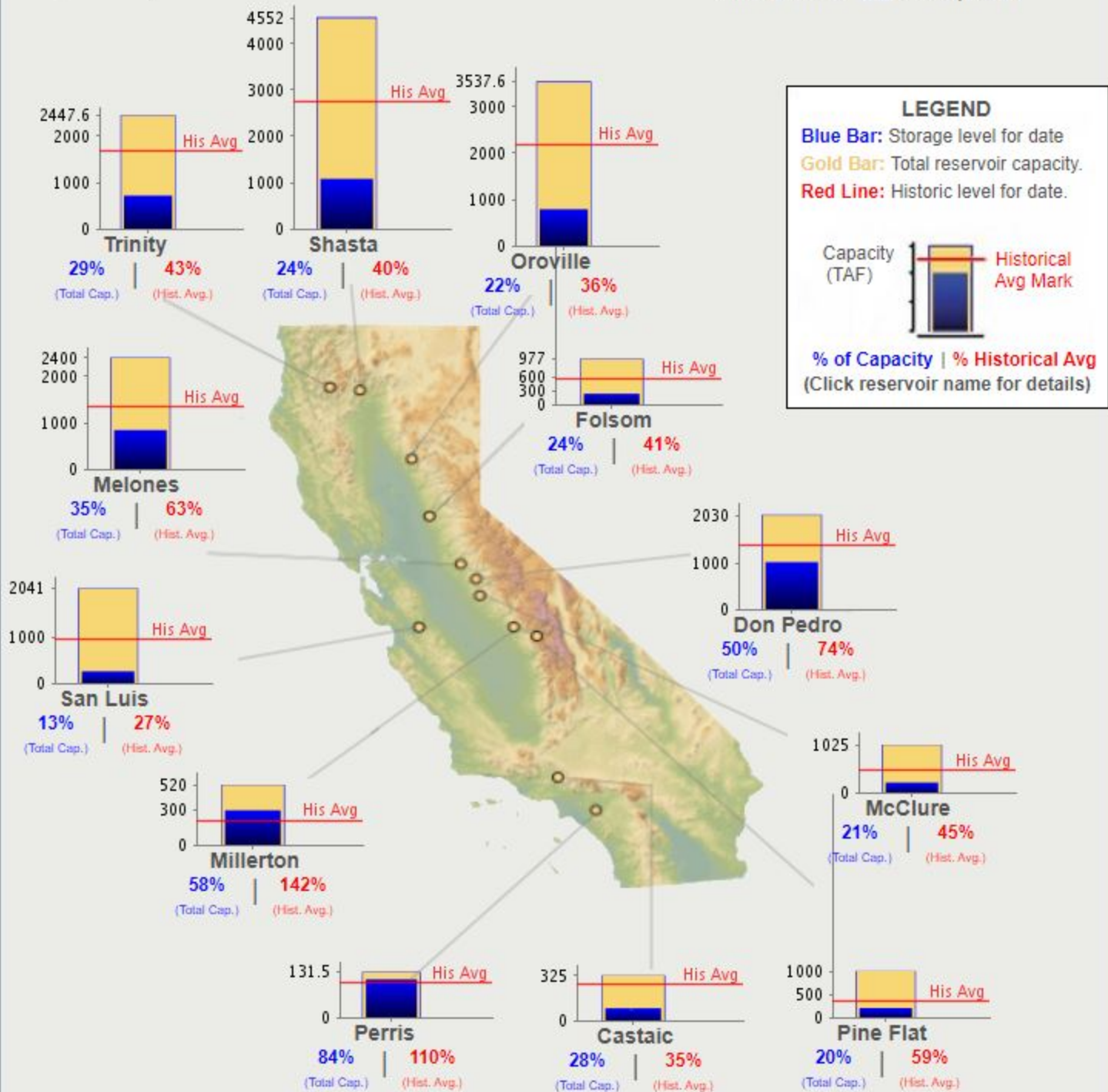
1. Water Supply
 - a. Updated District 19 Water Production and Sales Reports
 - b. Status of water supply available through State projects

Ventura County Waterworks - District No.1 Production Summary Report for Sep-21				
DISTRICT 1	Local		Purchases	Total Prod.
	Pumped	In-Lieu		
Division 1				
Well 20	84.6			
Div. 1 Total	84.6		631.1	715.7
Division 2			47.5	47.5
Div. 2 Total	0.0		47.5	47.5
Division 3				
Well 15	90.9		16.7	107.6
Div. 3 Total	90.9		16.7	107.6
Division 4				
Well 95	25.8			
Well 98	79.5		3.2	82.6
Well 97	0.0			
Div. 4 Total	105.3	0.0	3.2	108.4
TOTAL DIST. 1 (AF)	280.8	0.0	698.5	979.3
Ventura County Waterworks - District No.19 Production Summary Report for Sep-21				
DISTRICT 19	Local		Purchases	Total Prod.
	Pumped	In Lieu (GCC)		
Well 2	101.5			
Well 3	98.4			
Well 4	26.1			
TOTAL DIST. 19 (AF)	226.0	0.0	0.0	226.0

CURRENT CONDITIONS FOR MAJOR RESERVOIRS: 28-SEP-2021

Midnight: 28-Sep-2021

Change Date: 28-Sep-2021

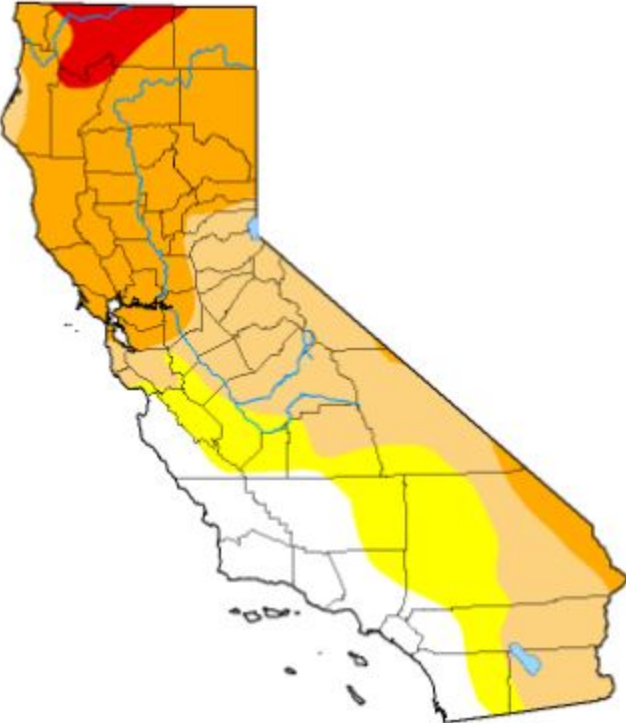


[Click for printable version of current data.](#)

Report Generated: 29-Sep-2021 2:52 PM

Drought Classification

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data



< September 22, 2020 >



< September 21, 2021 >



Statistics Comparison

Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4	DSCI
2020-09-22	15.62	84.38	67.09	35.27	3.39	0.00	190
2021-09-21	0.00	100.00	100.00	93.93	87.88	45.66	427
Change	-15.62	15.62	32.91	58.66	84.49	45.66	237

5. DISTRICT STAFF REPORT

D. WATER FACTS

2. Water Quality

- a. Resolution of water quality complaints from District customers
- b. Update on pumped groundwater and delivered potable water quality

D. WATER FACTS (cont.)

3. Water Costs

- a. Cost of water purchased from Calleguas Municipal Water District
- b. Groundwater allocation from Fox Canyon GMA
- c. Litigation status to secure pumping allocation (*FCGMA V. LPVWRC*)

CALLEGUAS MUNICIPAL WATER DISTRICT
2100 Olsen Rd., Thousand Oaks, CA 91360

TO: VENTURA COUNTY WATER WORKS DST 19
DEPARTMENT OF PUBLIC WORKS
800 S VICTORIA AVE
VENTURA, CA 93009

Invoice Number: 089421
Mailed: 09/07/2021
Month Ending: 08/31/2021
Due Date: 09/30/2021

STATEMENT OF WATER FURNISHED DURING PERIOD AND IN AMOUNTS AS FOLLOWS:

METER STATIONS

METER LOCATION	PRESENT	PREVIOUS	HIGH/LOW FLOW CHARGE	CU. FT. DIFFERENCE
1 Balcom Canyon	170,476,100	170,476,100	0/0	0
2 Bradley	13,095,800	13,095,800	0/0	0
3 Donlon Large	0	0	0/0	0
4 Donlon Small	0	0	0/0	0
5 Price Road	367,520,400	367,520,400	0/0	0
6 Sand Canyon	899,803,800	899,803,800	0/0	0

REPLACED METER READING

METER LOCATION	PRESENT	PREVIOUS
1		

METER ADJUSTMENT

METER LOCATION	REASON	CU. FT.
1		

TOTAL CU. FT. 0

TOTAL AC. FT. 0.0

MWD Tier 1 Supply Rate @ \$243 per ac/ft	\$ 0.00
MWD Tier 2 Supply Rate @ \$285 per ac/ft	\$ 0.00
MWD System Access Rate @ \$373 per ac/ft	\$ 0.00
MWD Water Stewardship Rate @ \$0 per ac/ft	\$ 0.00
MWD System Power Rate @ \$161 per ac/ft	\$ 0.00
MWD Treatment Surcharge @ \$327 per ac/ft	\$ 0.00
CMWD O&M Surcharge @ \$84 ac/ft	\$ 0.00
CMWD Capital Construction Surcharge @ \$319 per ac/ft	\$ 0.00
SUB-TOTAL	\$ 0.00

Readiness to Serve	DATE: Aug-21	\$ 2,886.00	\$ 2,886.00
Minimum Charge	DATE: Aug-21	\$ 150.00	\$ 150.00

TOTAL DUE AND PAYABLE \$ 3,036.00

Account History

Base Demand	1,063.60 AF
Tier 1 Water (90.0% of Base Demand)	957.20 AF
2021 Tier 1 Purchases	6.70 AF
2021 Tier 1 Water Available	950.50 AF
2021 Tier 2 Purchases	0.00 AF
Peak Weekly Average Flow	0.00 CFS
Peak Hourly Average Flow	0.00 CFS

Peak Date/Time _____
Peak Date/Time _____

1% Late charge will apply for payments not received by the due date.

5. DISTRICT STAFF REPORT

E. ADMINISTRATIVE UPDATE – An update on issues related to administration of the District including billing, charges, fees, programs, etc.

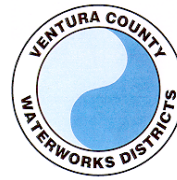
1. Aged Report

5. DISTRICT STAFF REPORT

5F. DIRECTOR'S INFORMATIONAL ITEMS

- Provides the opportunity for the Director to present items that are not within the subject matter of the District's Staff Report

VENTURA COUNTY WATERWORKS DISTRICTS



COUNTY OF VENTURA
PUBLIC WORKS AGENCY
JEFF PRATT
Agency Director

Representing: Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38

Water & Sanitation Department
Michaela Brown
Director

March 14, 2017

Eric Keller
Operations and
Maintenance

Board of Ventura County Waterworks District No. 19
800 S. Victoria Avenue
Ventura, CA 93009

Susan Pan
Planning, Design
Construction, and
Development

Jean Fontayne
Customer Service,
Billing, and
Administration

Subject: Conduct Public Hearing Regarding Proposed Water Rates and Charges; Determine Whether Written Protests Have Been Received from a Majority of Affected Parcel Owners/Customers; If Not, Adopt Proposed Resolution Restructuring Water Rates and Increasing Rates and Charges Commencing March 14, 2017 And Repealing and Revising Relevant Parts of the Ventura County Waterworks Districts' Rules and Regulations; Waterworks District No. 19 (Somis); Supervisorial District No. 2.

Recommendations:

It is recommended that the Board of Waterworks District No. 19 (District):

1. Conduct a public hearing to hear and consider all objections or protests, if any, to the proposed water rate restructuring and rate increases for the District commencing March 14, 2017;
2. Determine whether written protests from a majority of affected parcel owners or directly-billed tenants have been received (Exhibit 1) and, if not, make a finding that written protests have not been received from a majority of affected customers; and
3. Adopt the attached resolution: (a) restructuring and increasing the District's water rates and service charges commencing March 14, 2017 (Exhibit 2); (b) repealing Parts 2-A-1a, 2-A-1b, 2-A-1d, 2-A-9a, 2-A-9b, 2-A-9c, 2-A-11, 2-B-1, 2-B-2, 2-B-3, and 2-B-6 of the Ventura County Waterworks Districts' Rules and Regulations; and (c) revising, or amending, Parts 1-A-7, 1-C-3, 1-H-2a, 2-A, 2-A-9, 2-A-9d, 2-B, 2-B-4, and 2-B-5 of the Rules and Regulations (Exhibit 3 and 3A).



Fiscal/Mandates Impact:

Mandatory: No
Source of Funding: District Water Customers
Funding Match Required: None
Impact on Other Departments: None

Summary of Revenues and Total Costs:	<u>FY 2016-17</u>	<u>FY 2017-18</u>
Revenues:	\$ 125,389	\$ 333,453
Costs:		
Direct Costs	\$ 0	\$ 0
Indirect – Agency/Dept.	\$ 0	\$ 0
Indirect – CAP	\$ 0	\$ 0
		0
Total Costs	\$ 0	\$ 0
Net County Cost, Including Indirects	\$ (125,389)	\$ (333,453)
Recovered Indirect Cost	\$ -	\$ -

Current Fiscal Year (FY) Budget Projection:

Current FY 2016-17 Budget Projection for Ventura County Waterworks District No. 19 – Unit 4340				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$13,116,800	\$13,234,694	\$3,683,600	\$9,551,094
Revenue	\$12,701,800	\$12,701,800	\$3,409,700	\$(9,292,100)
Operating Gain/(Loss)	\$(415,000)	\$(532,894)	\$(273,900)	\$258,994

Revenue represents the incremental increase between the proposed water rate structure and the existing rate structure for the four (4) remaining months in FY 2016-17 and for a full twelve (12) months in FY 2017-18. Approval of restructuring the District's water rates will reduce the budgeted operating loss for FY 2016-17. The District has a sufficient fund balance to cover the net operating loss and outlays for the scheduled capital improvement projects.

Executive Summary:

The District provides water to the community of Somis. The District provides imported water from the State Water Project, delivered through the Metropolitan Water District of Southern California (Metropolitan) and Calleguas Municipal Water District (Calleguas), as

well as groundwater from local wells. At present, of all water distributed to District customers, roughly 31% is from imported sources, and 69% from local groundwater.

Due to increased costs and decreased revenues, the District needs to increase rates to provide fiscal stability and meet projected revenue requirements. Pursuant to Article XIII D of the California Constitution, commonly known as Proposition 218, the District must establish rates that proportionally and fairly allocate the costs of providing service to each parcel of property.

Taking into account the fiscal requirements of the District, the legal constraints of Proposition 218, and recent California case law, the District has developed a defensible, cost of service-based rate structure based on an analysis of projected revenues and costs over a five-year period.

Background:

Every year, the District evaluates the need for rate adjustments based on a variety of factors. This year it is necessary to increase the District's overall rates and charges due to the following factors: (a) the increased cost of imported water; (b) cost increases in labor, materials, and energy; (c) a decline in revenue due to conservation efforts; and (d) projected capital expenditures.

More specifically, this year the cost of imported water has risen by 6%. The cost of labor, materials, and energy has risen by 2.1%. The expected water sales in FY 2015-16 decreased by \$784,400, which is believed to be due to conservation efforts. If the District does not increase its current rates and rate structure, the District's reserves will be nearly depleted in FY 2016-17, and will create a deficit of \$2.3 million by FY 2018-19.

Proposed Rate Structure Adjustments:

In May 2015, a significant California Court of Appeal decision invalidated conservation-based tiered water rates (*Capistrano Taxpayers Association v. City of San Juan Capistrano*), holding that such rates violated Proposition 218 because they were not tied to the agency's actual costs. The District's proposed restructured rates – reducing or eliminating tiered rates that are not closely tied to the District's actual costs – are designed to comply with the holding of this case and all other applicable legal requirements.

In general, the rate structure proposed for the District consists of two components: a commodity rate, which is applied to a customer's water usage; and a fixed monthly service charge. The commodity rate recovers costs related to water supply and production, water delivery, and peaking or excess capacity expenses. The fixed monthly service charge recovers costs related to meter reading and maintenance, customer service and billing, and a portion of capacity-related costs.

Residential Commodity Rates:

Under the current rate structure, each residence is assigned a water allocation based on meter size and other factors. Higher usage triggers higher tiered rates. Table 1 (below) illustrates current practice.

Table 1:

Low Demand				Peak Demand			
	Tier I	Tier II	Tier III		Tier I	Tier II	Tier III
Rate	\$2.622/hcf	\$3.933/hcf	\$6.555/hcf	Rate	\$2.622/hcf	\$3.933/hcf	\$6.555/hcf
Penalty		\$1.311/hcf	\$3.933/hcf	Penalty		\$1.311/hcf	\$3.933/hcf
HCF = Rates per 100 cubic feet of water = 748 gallons				HCF = Rates per 100 cubic feet of water = 748 gallons			
BAN = Billing adjustment number - Values are top of HCF				BAN = Billing adjustment number - Values are top of HCF			
1	13.50	23.63	> 23.63	1	19.50	34.13	> 34.13
2	20.25	35.44	> 35.44	2	29.25	51.19	> 51.19
3	27.00	47.25	> 47.25	3	39.00	68.25	> 68.25
4	33.75	59.06	> 59.06	4	48.75	85.31	> 85.31
5	40.50	70.88	> 70.88	5	58.50	102.38	> 102.38
>5 (hidden)				>5 (hidden)			
119	810.00	1417.50	> 1417.50	119	1170.00	2047.50	> 2047.5

The proposed rate structure, as shown in Table 2 below, is designed to recover 89% of the District's revenue requirement. For the residential customer class, three tiers are proposed, as follows:

1. Tier 1 (0-10 HCF per month) represents a standard monthly indoor usage for a family of four.
2. Tier 2 (>10-31 HCF per month) represents average monthly usage as measured during FY 2015.
3. Tier 3 (over 31 HCF per month): all usage above tier 2.

Table 2:

Rates Per 100 cubic feet of water (HCF) = 748 gallons

Tier	Current Monthly Use	Current 2016	Proposed Monthly Use (HCF)	Proposed 2017
1	BASED ON METER SIZE	\$2.622	0 - 10	\$2.19
2	BASED ON METER SIZE	\$3.933	>10 - 31	\$2.67
3	BASED ON METER SIZE	\$6.555	>31	\$3.53

Agricultural and Other Customer Class Commodity Rates:

District staff recommends charging agricultural, and other customer classes which include multi-family residential, commercial, industrial, institutional, non-tiered residential, temporary construction, and lift charges as shown in Table 3 below.

Table 3:

Rates Per 100 cubic feet of water (HCF) = 748 gallons, AF = Acre Feet

Tier	Current 2016	Proposed 2017	Proposed 2017
1	< 5 Acres: \$2.622	Agricultural	\$2.91 (\$1,267.60/AF)
2	< 5 Acres: \$3.933		
1	>= 5 Acres: \$2.057		
2	>= 5 Acres: \$2.622		

CURRENT:

Rates Per 100 cubic feet of water (HCF) = 748 gallons

Tier	Current Monthly Use	Current 2016
1	Other Customer Classes	\$2.622
2		\$3.933
3		\$6.555
Lift Charges		\$0.219

PROPOSED:

Rates Per 100 cubic feet of water (HCF) = 748 gallons

Customer Class	Proposed 2017
Multi-Family Residential	\$3.03
Commercial	\$3.01
Industrial	\$5.00
Institutional	\$3.26
Temporary Construction	\$5.20
Non-Tiered Residential	This Customer Class will be Eliminated
Lift Charges	\$0.21

Monthly Fixed Service Charges:

Service charges provide a stable revenue stream regardless of usage. District staff recommends monthly service charges as shown in Table 4 regardless of customer classification. Service charges are based upon meter capacity. The proposed schedule of charges is designed to recover 11% of the District's revenue requirement.

Table 4:

Meter Size	Current 2016 Municipal and Industrial	Current 2016 Agricultural	Proposed 2017
3/4-inch	\$10.25	\$19.25	\$18.34
1-inch	\$20.50	\$20.50	\$28.07
1 1/2-inch	\$41.00	\$41.00	\$52.37
2-inch	\$71.75	\$71.75	\$81.53
3-inch	\$153.75	\$153.75	\$173.89
4-inch	\$307.50	\$307.50	\$309.99
6-inch	\$615.00	\$615.00	\$635.65

Monthly Fixed Private Fire Line Charges:

The private fire line charge is charged to customers who require a private fire service meter.

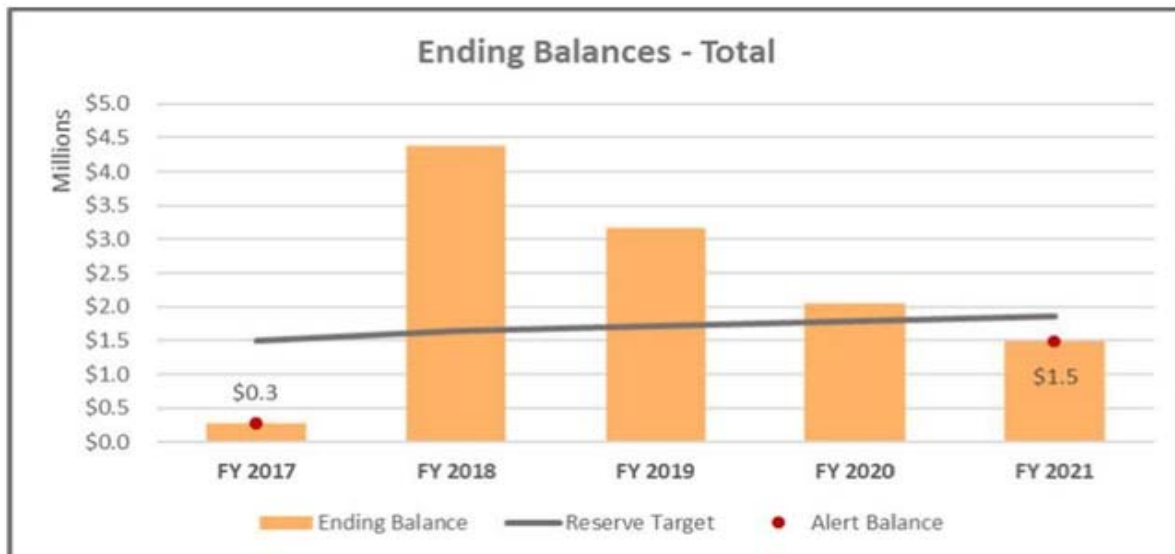
Proposed charges are as shown below in Table 5.

Table 5:

<i>Meter Size</i>	<i>Proposed 2017</i>
2-inch	\$8.52
3-inch	\$17.59
4-inch	\$33.22
6-inch	\$89.34
8-inch	\$186.13
NOTE: Water used through private fire services will be charged at the temporary construction water rate.	

Future Year Projections and Proposed Reserves:

In order to determine the revenue adjustments needed to meet the ongoing expenses of the District and provide fiscal stability, the District staff projected the operations and maintenance (O&M) expenses, capital expenditures, and reserve requirements, for the period FY 2016-17 to FY 2020-21. Staff recommends that the District maintain reserve levels as shown below in Table 6.

Table 6:**Proposed Resolution:**

A resolution approving the proposed rate restructuring and (overall) rate and service charge increases is attached. Should your Board approve the recommended rate changes, the Ventura County Waterworks Districts' Rules & Regulations should be updated by (a) repealing Parts 2-A-1a, 2-A-1b, 2-A-1d, 2-A-9a, 2-A-9b, 2-A-9c, 2-A-11, 2-B-1, 2-B-2, 2-B-3, and 2-B-6, and (b) amending, or revising, Parts 1-A-7, 1-C-3, 1-H-2a, 2-A, 2-A-9, 2-A-9d, 2-B, 2-B-4, and 2-B-5 (see Exhibits 3 and 3A).

Review and Input Process:

On October 13, 2016 and November 7, 2016, the District's Citizens' Advisory Committee met to review the water rate restructure and rate increases recommended by the District staff. On November 7, 2016, the Citizens' Advisory Committee unanimously approved the District's recommended restructured water rates and proposed increases for a one-year period from January 11, 2017 through December 31, 2017. The Citizens' Advisory Committee would like to review the 2018 to 2021 rates after further analysis by the District's staff which should demonstrate the fiscal impact of the new rates.

Conclusion:

The District staff believes the recommended rate adjustments are necessary to establish fair and equitable rates that will (1) ensure adequate revenues to meet the District's operational and capital expenses as well as maintain an appropriate reserve balance for the financial stability of the District, and (2) proportionally allocate the costs of providing service in accordance with Proposition 218.

Water rates are subject to the majority protest provisions of Proposition 218. In compliance with legal notice requirements, on November 21, 2016, the District mailed public notice of this proposed rate restructuring and rate increase to all of its affected customers, parcel owners, or directly-billed tenants, providing them the date, time, and location of this public hearing, as well as information concerning their right to protest the proposed rate restructuring and increase. As of February 21, 2017, the Clerk of the Board has received 3 protest letters, which are included as Exhibit 1. Any additional protest letters received by the Clerk of the Board before the close of the public hearing on this matter will be submitted to the Board during the public hearing.

This item has been reviewed by the County Executive Office, Auditor-Controller's Office, and County Counsel.

If you have any questions regarding this item, please call me at (805) 654-2075.



Michaela Brown

Director, Water and Sanitation Department

Ventura County Public Works Agency, acting on behalf of Waterworks District No. 19

Attachments:

Resolution

Exhibit 1 - Protest Letters

Exhibit 2 - Schedule of Water Rates and Service Charges

Exhibit 3 - Revised Rules and Regulations

Exhibit 3A - Redlined Rules and Regulations

6. AVENUES OF PUBLIC OUTREACH

– An update on how the District is reaching out to its customers concerning water conservation.

7. FUTURE AGENDA ITEMS

8. ADJOURNMENT

The next District 19 regularly scheduled Citizens' Advisory Committee meeting will be held on December 16, 2021