

Central Services Engineering Services Roads & Transportation Water & Sanitation Watershed Protection
Joan Araujo, Director **Christopher Cooper**, Director **Christopher Kurgan**, Director **Joseph Pope**, Director **Glenn Shephard**, Director

Representing: Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38
County Service Area Nos. 29 (North Coast), 30 (Nyeland Acres), 34 (El Rio), Camarillo Airport, Todd Road Jail

November 9, 2021

**NOTICE OF A MEETING OF THE
VENTURA COUNTY WATERWORKS DISTRICT NO. 17
BELL CANYON CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 17 Bell Canyon Citizens' Advisory Committee will be held on **Tuesday, November 16, 2021 from 7 p.m. to adjournment** via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (7 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 November 15, if you are unable to participate on the call.

Sincerely,



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

AGENDA OF THE MEETING

TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CAC MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO "NOTICES" LOCATED ON PAGE 3 OF THIS AGENDA.

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 14, 2021 MEETING
3. APPROVAL OF THE MINUTES OF THE OCTOBER 12, 2021 MEETING



4. PUBLIC COMMENTS

Members of the public may address the Citizens' Advisory Committee (CAC) 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.

5. DISTRICT STAFF REPORT

- A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District for the first quarter of Fiscal Year 2022.
- B. CAPITAL PROJECTS – The Capital Project Status Report provides regular reporting on the status of active capital projects within the District, including the status of such projects as:
 - 1.74 MG Reservoir Project
- C. DISTRICT 17 OPERATIONS AND MAINTENANCE QUARTERLY REPORT
 - An update on Operations and Maintenance for the first quarter of Fiscal Year 2022 (July 1, 2021 through September 30, 2021).
- D. WATER QUALITY REPORT – A report regarding water quality complaints, if any, received by the District since the previous CAC meeting and how these complaints were resolved.
- E. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.
- F. CALLEGUAS MUNICIPAL WATER DISTRICT / METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE – An update on decisions and rulings by these agencies which may impact the District.
- G. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.

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- H. BOARD LETTER TRACKER - UPDATE ON VENTURA COUNTY BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE DISTRICT – A status report on what items District staff has recently presented, or may be presented, before the Ventura County Board of Supervisors.
 - 11/9/2021 – Engineering and Development Fees Update (All Waterworks Districts)
 - 1/11/2022 – Waterworks District 17 (Bell Canyon) – Public Hearing Regarding Proposed Increases to Water Rates and Service
 - I. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) IMPLEMENTATION - The AMI project is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers which is being implement within the District.
 - J. 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.
 - Aged Report
6. COMMITTEE MEMBERS’ COMMENTS/FUTURE AGENDA ITEMS
7. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on January 18, 2022.

****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.

- **If you wish to make a comment on a specific agenda item, please sign on to Zoom and you will be given an opportunity to be heard. If you prefer to submit your comment in writing, 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, please submit sign on to Zoom and you will be given an opportunity to be heard. If you**



prefer to submit your comment in writing, 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 ACCOMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



DRAFT

**CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 17
MINUTES OF THE SEPTEMBER 14, 2021, TELECONFERENCE MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Lisa Riccomini, Steven Price, Neil Sokoler

COMMITTEE MEMBERS ABSENT: Greg McHugh, Ronald Marks

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director
Scott Meckstroth, Deputy Director
June Kim, Engineering Manager
Ryan Lippincott, Engineering Manager
Jean Fontayne, Staff Services Manager

GUESTS: None

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1. CALL TO ORDER - The meeting was called to order at 7:09 PM
2. APPROVAL OF THE MINUTES OF THE JULY 13, 2021 MEETING
 - o Minutes approved as submitted
 - Vote: Yeas-3, Nays- 0, Absence- 0, Abstained- 0
3. PUBLIC COMMENTS
 - o None.
4. DISTRICT STAFF REPORT
 - A. BUDGET AND FINANCIAL REVIEW –
 - o Mr. Pope explained that the District has a healthy cash balance. For the end of Fiscal Year 2021, there was a net gain +346,648. Ending cash balance \$2,448,743. Had operational maintenance savings. Well above reserve projections. Board approved minimum targets; well above where the District should be in terms of reserve targets. Mr. Pope mentioned that when staff go through the rate analysis, they will go through some long-range planning aspects.
 - o Labor costs have been significantly lower than anticipated.
 - o Calleguas approved a rate increase of 3.5% for 2022.
 - o Mr. Pope explained that staff will include inflationary increases for next year in their rate analysis with Labor at 3.5%, Electricity at 4%, and materials and everything else at 3%. These are planning assumptions and an estimate. The big-ticket items are the new reservoir and the pipeline project. The District does have a \$1.74M State Revolving Loan.
 - o Mr. Pope mentioned that Reservoir #1 is anticipated to be recoated in Fiscal Year 2024; the intent is to fund that out of the reserves.

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Minutes of the September 14, 2021 Meeting

- The past rate increases had higher fixed meter rate increases. The fixed meter rates were bringing in more revenues and less dependent on water sales. Mr. Pope explained that this year, he is proposing a 4 ½ % increase for both the commodity variable charges and fixed charges. This increase would not go into effect until February of 2022. Under CA State Law, if approved by the Board of Supervisors, the District could opt for pass-through rates, of up to 5 years. Whatever Calleguas picks as their rate for 2023-26, the District would do a rate analysis and then all the District must do is a 30-day notification. If Calleguas goes up 6%, then the District would go up 6%, etc.
- The pass-through rates would save the District a significant amount of staff time. But if Calleguas goes up 2% and the District says that isn't enough and we need to increase 3%, then the District must do a Prop. 218 for that given year. The meter rate would go up just like the water rate at 3%.
- A snapshot of the projected budget is about 6.6% of adopted vs. requested, not actuals. In the next 5 years, if the District does not do rate increases, it would not be sustainable. The loan Mr. Pope must get from the state, is dependent on going to the county's financial planning committee to get approval, and then go to the Board of Supervisors for approval. One thing Mr. Pope explained he must show, is stable finances, at least as far out as can be projected to control. Mr. Pope reiterated that staff are proposing a 4.5% Commodity and Meter rate increase.
- Mr. Sokoler proposed that members do not vote on the proposed rate increases until all are present. Mr. Pope suggested that the CAC have another meeting where all are present. Mr. Pope recommended that the Committee have a vote now to allow administrative move ahead and then another vote later, with all included, with any additional comments or questions.

B. CAPITAL PROJECTS –

- The reservoir project: There was some progress connecting with the fire department. PWA-W&S got the work plan for the Helipad to be included in the design. Additionally, PWA-W&S is working with a standard to include additional work for the fire department request, and is in the process of doing a contract modification to include and add scope of work including a set of pipeline and location of pipe. When PWA-W&S gets the preliminary design, then they will go for the technical study and environmental clearance. Mr. Pope explained that now, staff is working with a consultant on the scope of work. Mr. Pope explained that the location of the reservoir will be the SW corner of Bell Canyon, on the 78-acre parcel that the association owns. Once there is a preliminary design done, the neighbor will be contacted, so that PWA-W&S can show how it is going to look. Mr. Kim explained that the preliminary design should be ready in about 2-3 months or early 2022.

C. WATER QUALITY REPORT –

- The report is not available currently.

D. WATER SUPPLY CONDITIONS –

- Mr. Pope explained that there is a water supply shortage. PWA-W&S will be asking a level two water supply shortage, a voluntary 15% shortage. The hope is that customers will cut back on watering.

E. CALLEGUAS MUNICIPAL WATER DISTRICT/ METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE –

- Diamond Valley Lake Storage is a critical piece of structure, you can see it still has a good supply in Hemet. It has been online for 20 years. We have paid into this investment for the District. Calleguas and Metropolitan's declarations will be modeled by PWA-W&S.

F. UPDATE ON AVENUES OF PUBLIC OUTREACH –

- PWA-W&S sent out some messaging over the past month, on the water supply issues, and eblasts to try to cut back on watering.

G. BOARD LETTER TRACKER –

- Today the Board passed the Updated Rules and Regulations.

H. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) –

- 193 customers between WWD17 and WWD38 have signed up for AMI. Aged report, we have \$31,891 past due. We have a lien process and will be pursuing the federal recovery act funding through the state.

I. OPERATIONS & MAINTENANCE –

- Mr. Pope discussed the Engineering and Development Fees Update. Some examples of fees which will increase are to upgrade meters, establish a new connection. Meter fees. Some fees haven't been updated since 1994. Ryan Lippincott has been working on updating these fees, not associated with rates. He has been studying current labor/materials costs, in order to account for these costs in the fees.

J. DIRECTOR'S INFORMATIONAL ITEMS –

- Mr. Pope mentioned that his assistant, Julie Taylor, will send out some dates for another meeting to take a vote on rate increases. Mr. Price suggested that there be a meeting in one week. The intention is to get all five members together.
- Next regular meeting Nov 16th.

K. COMMITTEE MEMBERS' COMMENTS / FUTURE AGENDA ITEMS –

- None.

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6. ADJOURNMENT – The meeting adjourned at 8:03 p.m.

DRAFT

**CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 17
MINUTES OF THE OCTOBER 12, 2021, TELECONFERENCE MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Lisa Riccomini, Steven Price, Neil Sokoler,
Greg McHugh, Ronald Marks

COMMITTEE MEMBERS ABSENT: NONE

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph C. Pope, Director

GUESTS: NONE

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1. CALL TO ORDER - The meeting was called to order at 7:11 PM

2. PUBLIC COMMENTS

3. COMMITTEE MEMBER COMMENTS

4. DISCUSSION OF WATER RATES

A. DISCUSSION OF RECOMMENDED WATER RATE INCREASE FOR 2022

- Mr. Pope discussed the written materials included in the Agenda Packet, including the following:
 - The District ended Fiscal Year 2021 with a healthy reserve fund balance of \$2.4 million.
 - Calleguas Municipal Water District approved a rate increase of 3.5% for 2022.
 - For the rate analysis, there were the following assumed inflationary increases: labor – 3.5%, electricity – 4%, materials – 3%.
 - The 1.74MG Reservoir and Saddlebow Pipeline projects will be financed by a 0% interest State Revolving Fund Loan with 30% principal forgiveness.
 - The repair and recoating of Reservoir #1 that is planned for Fiscal Year 2024 will be funded from reserves.
 - Past rate increases and proportionally higher fixed meter rate increases put the District in good financial condition, allowing modest inflationary increases in future years.
- Mr. Pope is proposing a 4.5% rate increase for both commodity and fixed charges for 2022.
- Mr. Pope showed the respective Calleguas and District commodity rate increases since 2011. The average for Calleguas over the period was 4.9%,

while the District's average was 3.8%. This is because the District did not raise rates for some of the years.

B. DISCUSSION OF RECOMMENDED PASS-THROUGH RATE INCREASES FOR CALENDAR YEARS 2023 THROUGH 2027

- Mr. Pope provided an explanation of pass-through rates.
 - First, Mr. Pope explained that there is no mechanism to protest rate increases by wholesale retailers of water, such as Calleguas. There is no Proposition 218 notice requirement.
 - What a pass-through rate increase would be is an authorization ahead of time to adopt Calleguas's rate increase in the summer of 2022, whenever the rate increase goes into effect (likely in January). What this would allow is not to have to go through the Proposition 218 requirements.
- A discussion was held to discuss the possible benefits and possible disadvantages of adopting pass-through rate increases.
 - Since Bell Canyon uses 100% Calleguas water, the pass-through rate increase would save administrative time and the cost of the Proposition 218 notice. This would save the District a significant amount of staff time.
 - There would still be a rate analysis to determine if the Calleguas rate increase is sufficient, but assuming that the Calleguas rate increase is sufficient, it would be adopted without having to go to the Board of Supervisors.
 - However, an important question that remains is whether the pass-through rate increase would apply to the meter charges. Mr. Pope mentioned that there could be an argument made for both sides of this question.
 - Mr. Pope mentioned that one possibility could be to approve the pass-through rate increase, and each year apply the rate increase to both the commodity and fixed charges, or just the commodity charges, and determine if the resulting rate increase is sufficient.
 - Mr. Price mentioned that a concern could be that the Calleguas rate increase in the price of their water may not be sufficient to account for inflation in labor, materials, and upkeep. Other members stated that they shared in Mr. Price's concern.
 - In looking at Mr. Pope's written materials, if a 4.5% rate increase were to be applied each year, a member concern could be that the cash reserves might decrease over time.
 - Mr. Pope mentioned another idea, which is to adopt a multi-year rate increase that is not tied to pass-through rates. This would also avoid a necessary rate increase being derailed by a Proposition 218 opposition campaign.

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- Mr. Pope mentioned that the District's current financial situation is healthy, and that it is up to the members to decide if they would like to adopt pass-through rate increases. Mr. Pope mentioned that it is possible that Calleguas will face the same inflationary costs that the District will face, so the pass-through rate increases may be sufficient to account for inflation in labor, etc.
 - Mr. Pope mentioned that WWD1 did accept and agree to pass-through rate increases, and they use 80% Calleguas imported water. WWD1 does have slightly lower rates overall, likely because they have so many service connections (over 11,000) and are able to use groundwater.
 - Mr. Pope explained that it would not be necessary to adopt the full Calleguas rate increase. After a rate analysis, the District could decide to adopt a lower rate increase than Calleguas. Alternatively, the District could opt to propose a larger rate increase, which would require Proposition 218 notice and a return to the Board of Supervisors.
 - Mr. Pope explained that the law authorizing pass-through rate increases takes into consideration the fact that water districts do not have any control over the rate increases imposed on them by water wholesalers.
 - Mr. Pope suggested collecting more data, by passing the 4.5% rate increase for 2022 and then next fall, revisiting the idea of pass-through rate increases.
 - The members voted to approve the 4.5% recommended increase for 2022.
 - Mr. Price moved to approve the 4.5% recommended increase on the commodity and fixed charges for 2022. Ms. Riccomini seconded the motion. Upon being given the opportunity, no member spoke in opposition.
 - Mr. Pope mentioned that this rate increase will be heard in January of 2022 by the Board of Supervisors and will go into effect in February of 2022.
5. FUTURE AGENDA ITEMS – None were mentioned or requested.
6. ADJOURNMENT – The meeting adjourned at 7:45 p.m.

4. PUBLIC COMMENTS

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5. DISTRICT STAFF REPORT

- A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District for the first quarter of Fiscal Year 2022.

CURRENT PERIOD ACTIVITIES TO AP3 FY22 ENDING 9/30/2021									
			FY18	FY19	FY20		FY22 ADJ		FY22 YR-END
Acquisition&Replacement Fund			ACTUAL	ACTUAL	ACTUAL	FY21 ACTUAL	BUDGET	FY22 ACTUAL	PRJ
65	Beginning Balances		\$1,381,147	\$1,529,629	\$1,700,099	\$1,598,871	\$1,238,915	\$1,238,915	\$1,238,915
67									
68	Capital Sources of Funds								
69	Interest Earning		\$43,006	66,777.6	55,454.0	14,372.1	\$6,891	\$1	\$6,900
70	Capital Improvement Chrgs		\$1,260	1,475.0	900.0	540.0	\$1,400	\$540	1,400
71	Gain/Loss Capital Assets		\$0	-	-	-	\$0	\$0	-
72	Loan Proceeds		\$0	\$0	\$0	\$0	\$625,000	\$0	625,000.0
73	Depreciation Expense	CY Funded	\$104,217	\$104,217	\$104,361	\$104,049	\$104,179	\$26,261	\$104,200
74	Total - Capital Sources of Funds		\$148,483	\$172,470	\$160,715	\$118,961	\$737,470	\$26,802	\$737,500
75									
76	Capital Uses of Funds								
77	Water System Improvement:								
78	System Improvement Maintenance		\$0	-	50.0	(0.0)	\$200,000	\$13	200,000.00
79	Reservoir Improvement		\$0	-	129,499.5	450,355.2	\$0	\$0	\$0
80	SCADA Improvement		\$0	-	-	-	\$0	\$0	\$0
81	General Improvement Maintenance		\$0	-	42,793.4	-	\$15,000	\$0	\$15,000
82	Total Water System Improvement		\$0	\$0	\$172,343	\$450,355	\$215,000	\$13	\$215,000
83	Water Construction Project:								
84	Connection bet. 2 Pressure Zone		\$0	-	-	-	\$0	-	\$0
85	1.74 MG Reservoir with piping within Zone 1924		\$0	2,000.0	89,600.0	28,562.3	\$834,435	5,553.5	\$834,435
86	HighPressurePipeline fr HaciendaRd to Dappelgray		\$0	-	-	-	\$0	\$0	\$0
87	Total Water Construction Project		\$0	\$2,000	\$89,600	\$28,562	\$834,435	5,553.5	\$834,435
	Other Equipment						90,000.0	-	90,000.0
88	Total - Capital Uses of Funds		\$0	\$2,000	\$261,943	\$478,918	\$1,139,435	\$5,567	\$1,139,435
89									
90	Net Capital Fund		\$148,483	\$170,470	(\$101,228)	(\$359,956)	(\$401,965)	\$21,235	(\$401,935)
91									
92	Transfer to/fr O&M / Rate Stabilization Fund		\$0	\$0	\$0	\$0	\$0	\$0	\$0
93	Prior Year CAFR Adjustments				\$0	\$0			
94									
95	Ending Fund Balance		\$1,529,629	\$1,700,099	\$1,598,871	\$1,238,915	\$836,950	\$1,260,150	\$836,980

WATERWORKS DISTRICT #17-BELL CANYON							
CURRENT PERIOD ACTIVITIES TO AP3 FY22 ENDING 9/30/2021							
		ACTUAL	Adopted Budget	Current	% of	Yr-End Projection	
	DESCRIPTION	FY 21	FY 22	Actual	Act/Adpt Bud	6/30/2022	COMMENTS
	EXPENDITURES						
1	System Maintenance Supplies & Contracts	58.7	167.9	0.0	0%	167.9	
2	General Maint Supplies	12.3	59.9	0.0	0%	34.5	
3	CLA Valve Maintenance	0.0	7.0	0.0	0%	7.0	
4	Pipe Materials	6.3	0.0	0.0		8.0	
5	Valve Replacement	0.0	40.0	0.0	0%	40.0	
6	Ladder Fall Protection	0.0	0.0	0.0		0.0	
7	Reservoir 1 Recoat	0.0	0.0	0.0		0.0	
8	Adjust Valve Stacks	23.3	8.0	0.0	0%	8.0	
9	Utility Billing System Maintenance		0.0	0.0		7.4	
10	SCADA	4.5	0.0	0.0		10.0	
11	Emergency Repairs	12.4	53.0	0.0	0%	53.0	
12	Improvement Maintenance	2.7	0.0	0.4		(0.0)	
13	Equipment	0.0	8.0	0.0	0%	8.0	ami Zone Meter
14	Indirect Cost Recovery	16.1	9.0	0.0	0%	9.0	
15	Misc. Expense	54.9	47.0	(38.7)	-82%	46.8	
16	Other Prof. & Spec. Svcs	1.2	30.0	0.0	0%	30.0	purchasing chgs, equipmental rental
17	Engineering And Technical Surveys	0.0	27.0	0.0	0%	27.0	
18	State Permit/Fees	4.6	5.0	0.0	0%	5.0	Reservoir Inspection, Pressure maps
19	O&M Labor	389.8	578.6	66.2	11%	510.95	
20	Management And Admin Survey ISF	101.3	120.1	26.0	22%	120.1	CCR's; GS Atlas Maps
21	Water Analysis	0.6	5.0	0.0	0%	5.0	Dept. of Health & Safety fees
22	Cross Connection Fees	0.3	0.5	0.0	0%	0.5	
23	Water Purchases	2,077.8	2,264.1	288.8	13%	2,328.2	
24	Water System Power	4.0	3.0	(0.2)	-6%	3.0	
25	Depreciation Expense	104.0	104.2	26.3	25%	104.2	
26	Contribution to other Funds	0.0	4.5	0.0	0%	4.5	
27	Meter Purchase	39.5	24.0	39.5	165%	24.0	
28	Conservation Program	0.0	2.0	0.0	0%	2.0	
29	Contingencies	0.0	0.0	0.0		0.0	
30	TOTAL EXPENDITURES	2,855.5	3,399.8	408.4		3,396.1	
31	REVENUES						
32	Interest Earning	0.0	0.0	0.0		0.0	
32	State Aid for Disaster	0.0	0.0	0.0		0.0	
33	Special Assessment	7.0	6.9	0.2	3%	6.9	
34	Line Extension/Permit Fees	1.4	0.6	0.6	102%	0.6	
35	Meter Sales And Install Fee	1.8	1.6	1.0	63%	1.6	
36	Other Revenue-Misc	9.5	33.9	17.9	53%	32.6	
37	Water Sales	3,182.5	3,338.0	896.9	27%	3,409.6	
38	Gain/Loss Capital Assets	0.0	0.0	0.0		0.0	
39	TOTAL REVENUES	3,202.2	3,381.0	916.6		3,451.3	
40	RESULT OF OPERATION	346.6	(18.8)	508.3		55.2	
41	O&M Fund Balance Reserve:						
42	Beginning Fund Balance	863.18	\$1,209.83	\$1,209.83		\$1,209.83	
43	CAFR Adjustments/FY212312-Purchases	-		\$0.00		\$0.00	CityOfSimiValley-AccruedPurchases
44	Net of Operation	346.65	(18.77)	508.26		55.22	
45	O&M Fund Balance Reserve:	\$1,209.83	\$1,191.06	\$1,718.08		\$1,265.05	
46	Required O&M Fund Reserve: 25% of Exp.	\$713.88	\$849.95	\$102.09		\$849.03	
46	O&M FBR vs Required Reserve	ok	ok	ok		ok	

WATERWORKS DISTRICT #17-BELL CANYON									
CURRENT PERIOD ACTIVITIES TO AP3 FY22 ENDING 9/30/202									
	A	B		C	D	E	F	H	I
	ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT PERIOD FY 22			% of	Yr-End Projection	CURRENT PERIOD
DESCRIPTION	FY 21	FY 22	FY 22	EXP/REV	ENC	TOTAL	Act/Bud	6/30/2022	COMMENTS
1 NON CAPITALIZED EXPENDITURES:									
2 General Improvement Maintenance	0.0	15.0	15.0	0.0	0.0	0.0	0.0%	15.0	Reservoir & Facilities Security/Fencing
3 Reservoir Safety Improvement	0.0	0.0	0.0	0.0	0.0	0.0		0.0	
4 SCADA Improvement	0.0	0.0	0.0	0.0	0.0	0.0		0.0	
5 Sub-Total Non Capitalized Expenditures	0.0	15.0	15.0	0.0	0.0	0.0		15.0	
6 WATER SYSTEM IMPROVEMENT:									
7 General System Improvements	(0.1)	200.0	200.0	0.0	0.0	0.0	0.0%	200.0	
9 Resv. No. 2 - Floor Repair, Re-Line, & Coat 2MG tank	450.4	0.0	0.0	0.0	0.0	0.0		0.0	
10 Sub-Total Water System Improvement		200.0	200.0	0.0	0.0	0.0		200.0	
11 WATER CONSTRUCTION PROJECT									
12 Connection bet. 2 Pressure Zone	0.0	0.0	0.0	0.0	0.0	0.0		0.0	
12 1.74 MG Reservoir with piping within Zone 1924	28.6	745.0	834.4	5.6	0.0	5.6	0.7%	834.4	
13 HighPressurePipeline fr HaciendaRd to Dappelgray	0.0	0.0	0.0	0.0	0.0	0.0		0.0	
Other Equipment	0.0	90.0	90.0	0.0	0.0	0.0	0.0%	90.0	
14 Sub-Total Water Water Construcrtion Project	28.6	835.0	924.4	5.6	0.0	5.6	0.7%	924.4	
15 Total Expenditures	28.6	1,050.0	1,139.4	5.6	0.0	5.6		1,139.4	
16 REVENUES									
17 Interest Earning	14.4	6.9	6.9	0.0	0.0	0.0	0.0%	6.9	
18 Capital Improvement Chrgs	0.6	1.4	1.4	0.5	0.0	0.5	38.6%	1.4	
Loan Proceeds	0.0	625.0	625.0	0.0	0.0	0.0	0.0%	625.0	
19 Total Revenues	15.0	633.3	8.3	0.5	0.0	0.5	0.1%	633.3	
20 Net Capital Fund	(13.6)	(416.7)	(1,131.1)	(5.0)	0.0	(5.0)		(506.1)	
21 Beginning Capital Fund Balance	1,598.8	1,689.4	1,689.4	1,689.4		1,689.4		1,689.4	
22									
23 Depreciation Expense	104.0	104.2	104.2	26.3		26.3		104.2	
24 Ending Capital Fund Balance Reserve	1,689.4	1,376.9	662.5	1,710.7		1,710.7		1,287.5	
25									
26									
27	SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total			
28				Acq Fund	Depr Fund	Cap Fund			
29				Beginning Fund Balance	35.3	1,203.7	1,239.0		
30				Revenue & Depreciation	633.3	104.2	737.5		
31				Expenditure & Encumbrances	(215.0)	(924.4)	(1,139.4)		
32				Ending Fund Balance	453.6	383.5	837.1		

5. DISTRICT STAFF REPORT

B. CAPITAL PROJECTS – The Capital Project Status Report provides regular reporting on the status of active capital projects within the District, including the status of such projects as:

- 1.74 MG Reservoir Project

November 2021

ACTIVE CAPITAL PROJECTS REPORT - WATER AND SANITATION DEPARTMENT

Project Name	Project Manager	Phase	Phase % Complete	Proposed Funding	Remarks
Bell Canyon Reservoir No. 3	H. Arredondo	Design	5	Capital Funds	Consultant contract has been finalized and design has started.
Bell Canyon Creek Crossing Pipeline Replacement		Planning	15	Capital Funds	On Hold - Scope pending design outcome of Reservoir 3.

5. DISTRICT STAFF REPORT

C. DISTRICT 17 OPERATIONS AND MAINTENANCE QUARTERLY REPORT

- An update on Operations and Maintenance for the first quarter of Fiscal Year 2022 (July 1, 2021 through September 30, 2021).



District 17 O&M Updates

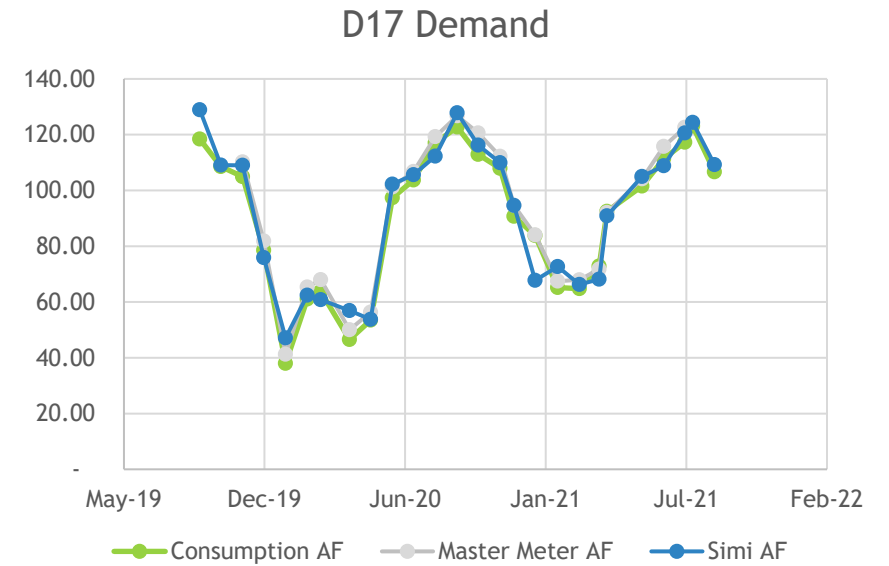
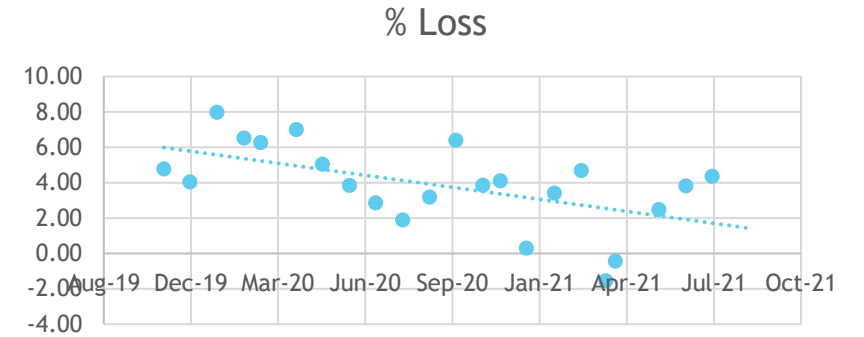
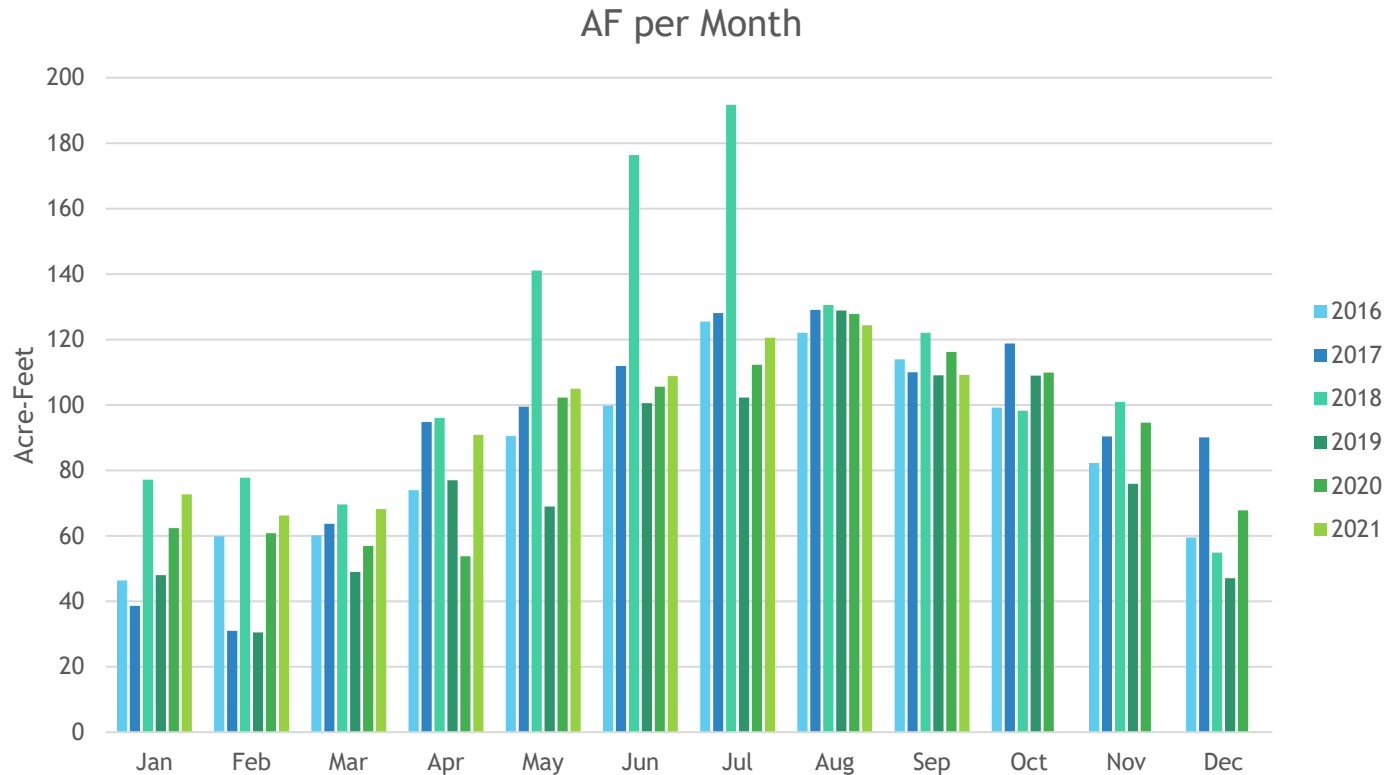
FY 2022 – First Quarter (July 1, 2021 – Sept. 30, 2021)

Operations & Maintenance – Distribution/Service Repairs

- ▶ Number of Main Line Repairs and Service Leaks: 0 each
- ▶ Meter Upsizing: 0
- ▶ Hydrant and Hydrant Lateral Leaks: 1- 6" AC; replaced 6" FH valve during repair
- ▶ Fire Flow Tests: 0
- ▶ Valve Maintenance: 100% completed
- ▶ Air/Vac Maintenance: 100% completed
- ▶ Pilot Program: Installing meters with AMI capability at pressure reducing stations to better track operation and water loss.
- ▶ Key Issues: None

Operations & Maintenance – Source Water

- ▶ City of Simi Valley (CMWD)
 - ▶ D17 Master Meter lost connectivity



Customer Service and Meter Reading

- ▶ Replaced 3 meters
 - ▶ Labor cost of \$735
- ▶ Customer Account Activity (turn on/off)
- ▶ Labor cost of \$3,017
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
 - ▶ Labor cost of \$2,688
- ▶ Line Location
 - ▶ Cost of \$1,877
- ▶ Customer Portal Reset 11/1/21

Operations & Maintenance – Looking Forward

- ▶ Survey Saddle Bow Crossing monthly with the Leak Correlator monthly
- ▶ City of Simi completed tank recoating
 - ▶ Source water returned to 1,700 gpm

Engineering - Capital Improvement Projects

- ▶ New Water Reservoir #3 and Pipeline Design of Stagecoach to Saddlebow Crossing
 - ▶ ~\$10M
 - ▶ District 17 Staff Presented to HOA 11/12/21
 - ▶ District received concurrence from HOA Regarding proposed location
 - ▶ Key issue:
 - ▶ Funding, Land Agreements, Geotech
- ▶ 30% Design and Geotech progressing
 - ▶ HOA design review and beginning CEQA process by Jan 2022



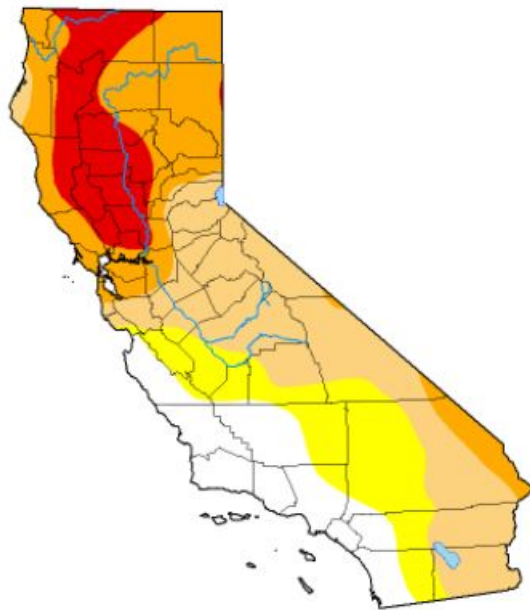
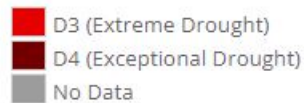
Questions?

5.DISTRICT STAFF REPORT

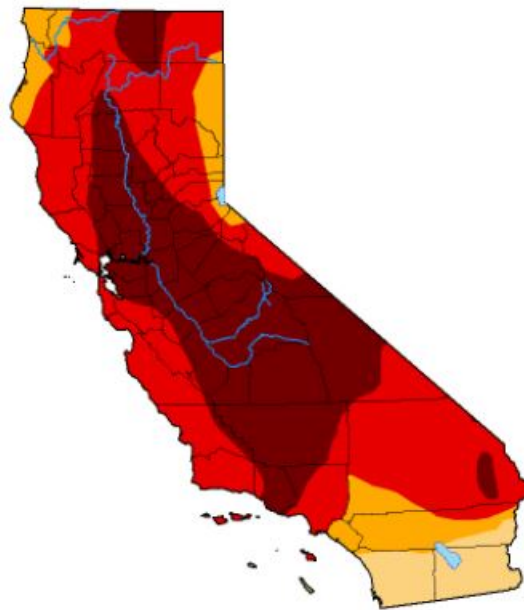
- D. WATER QUALITY REPORT – A report regarding water quality complaints, if any, received by the District since the previous CAC meeting and how these complaints were resolved.

- E. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.

Drought Classification



< November 3, 2020 >



< November 2, 2021 >



Statistics Comparison

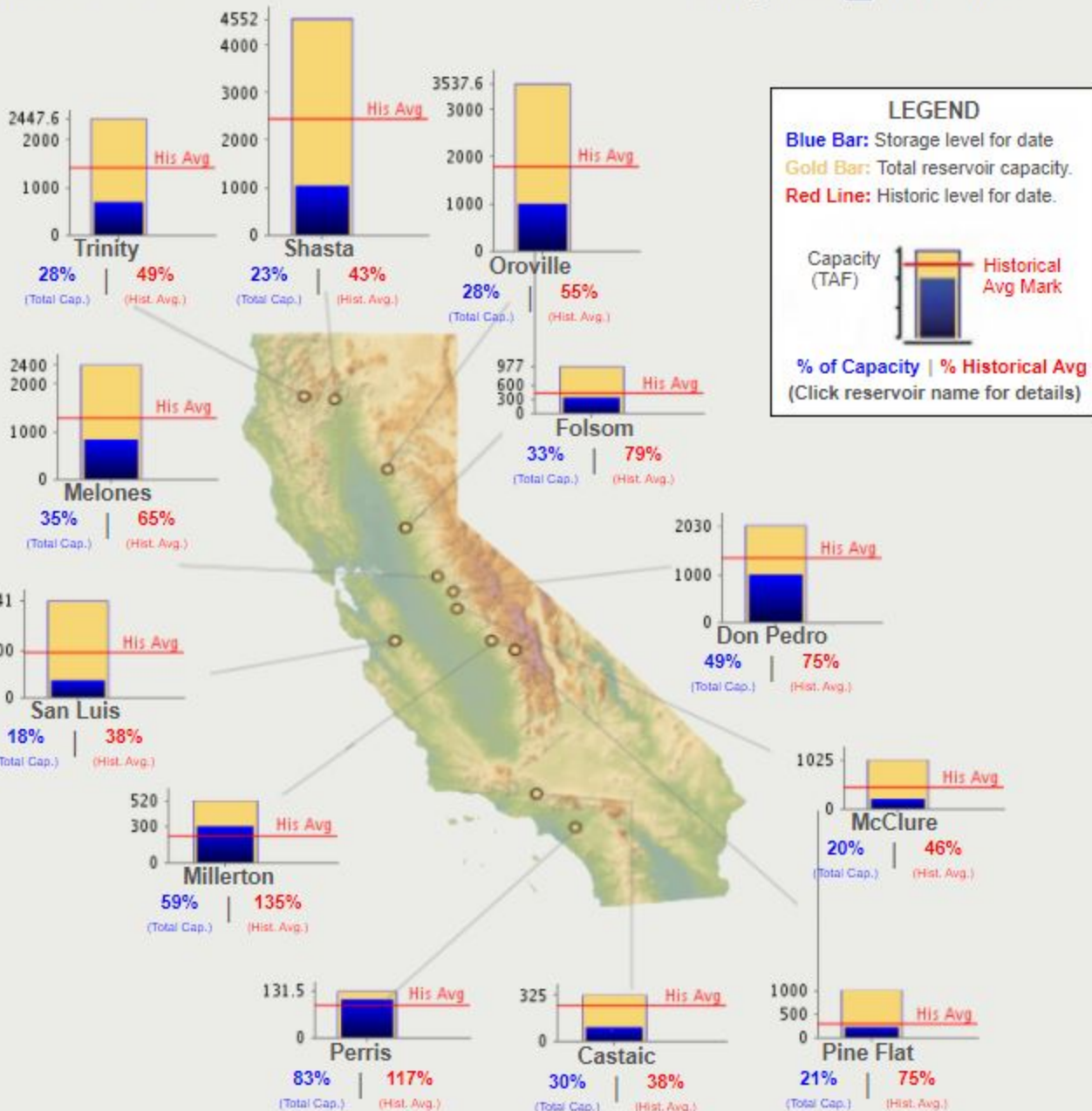
Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4	DSCI
2020-11-03	15.48	84.52	67.54	35.61	12.74	0.00	200
2021-11-02	0.00	100.00	100.00	93.81	83.33	38.74	416
Change	-15.48	15.48	32.46	58.20	70.59	38.74	216

California Data Exchange Center - Reservoirs

CURRENT CONDITIONS FOR MAJOR RESERVOIRS: 07-NOV-2021

Midnight: 07-Nov-2021

Change Date:  07-Nov-2021



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

Report Generated: 08-Nov-2021 4:00 PM

5. DISTRICT STAFF REPORT

- F. CALLEGUAS MUNICIPAL WATER DISTRICT / METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE – An update on decisions and rulings by these agencies which may impact the District.

- G. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.

5. DISTRICT STAFF REPORT

H. BOARD LETTER TRACKER - UPDATE ON VENTURA COUNTY BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE DISTRICT – A status report on what items District staff has recently presented, or may be presented, before the Ventura County Board of Supervisors.

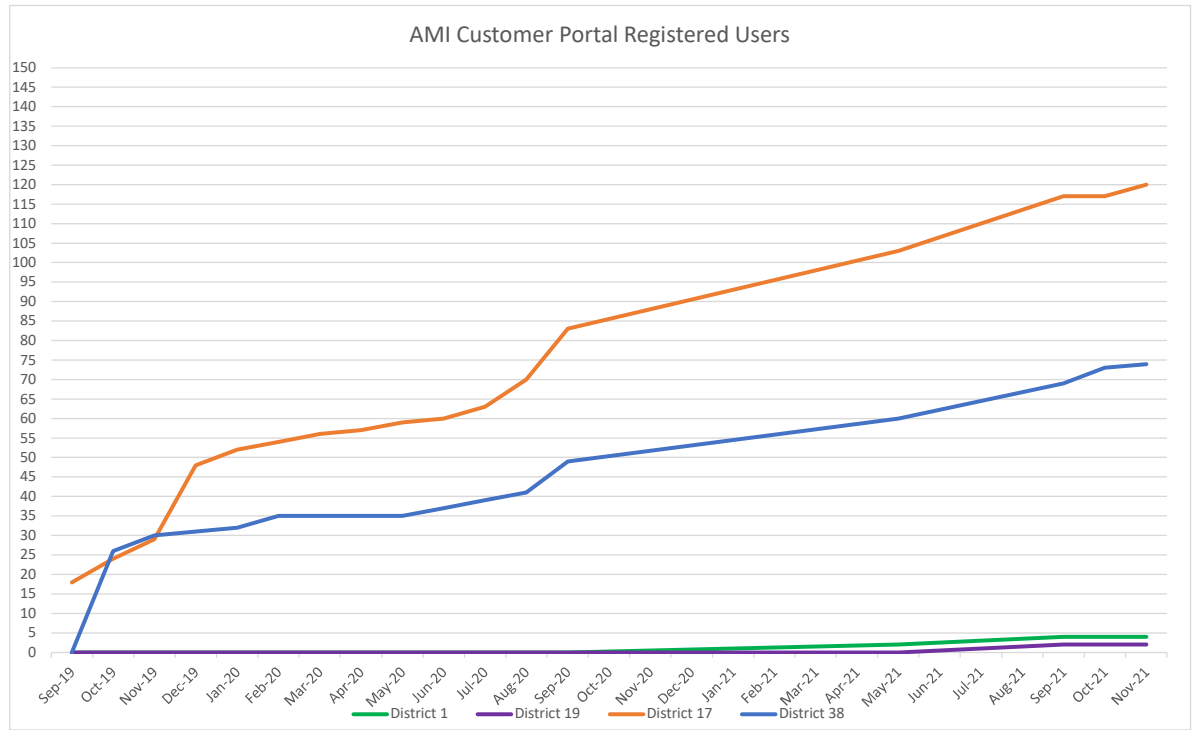
- 11/9/2021 – Engineering and Development Fees Update (All Waterworks Districts)
- 1/11/2022 – Waterworks District 17 (Bell Canyon) – Public Hearing Regarding Proposed Increases to Water Rates and Service

5. DISTRICT STAFF REPORT

I. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI)

IMPLEMENTATION - The AMI project is an integrated system of smart meters, communications networks, and data management systems that enables two-way communication between utilities and customers which is being implement within the District.

Month	District 1	District 19	District 17	District 38
Sep-19	0	0	18	0
Oct-19	0	0	24	26
Nov-19	0	0	29	30
Dec-19	0	0	48	31
Jan-20	0	0	52	32
Feb-20	0	0	54	35
Mar-20	0	0	56	35
Apr-20	0	0	57	35
May-20	0	0	59	35
Jun-20	0	0	60	37
Jul-20	0	0	63	39
Aug-20	0	0	70	41
Sep-20	0	0	83	49
May-21	2	0	103	60
Sep-21	4	2	117	69
Oct-21	4	2	117	73
Nov-21	4	2	120	74



5. DISTRICT STAFF REPORT

J. 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.

- Aged Report

C_ACCOUNTSTATUS	All
C_LASTNAME	All
C_ACCOUNT	All

Row Labels	Sum of Y_CURRENTBALANCE	Sum of 0-30 Days	Sum of 31-60 Days	Sum of 61-90 Days	Sum of 91-120 Days	Sum of 121+ Days	61 > DAYS
CUE	\$5,590	\$5,590	\$0	\$0	\$0	\$0	
Commercial	\$491	\$491	\$0	\$0	\$0	\$0	
Institutional	\$5,099	\$5,099	\$0	\$0	\$0	\$0	
VCWWD No. 1	\$2,472,033	\$2,027,621	\$218,360	\$45,003	\$35,193	\$145,856	\$226,052
Agricultural	\$514,265	\$389,056	\$52,118	\$13,199	\$15,030	\$44,863	
Commercial	\$399,701	\$290,494	\$102,722	\$1,582	\$840	\$4,064	
Industrial	\$32,233	\$31,863	\$324	\$45	\$0	\$0	
Institutional	\$121,552	\$120,073	\$1,070	\$409	\$0	\$0	
Residential	\$1,338,456	\$1,130,387	\$62,049	\$29,768	\$19,323	\$96,930	
Residential Multi Family	\$65,826	\$65,748	\$78	\$0	\$0	\$0	
VCWWD No. 17	\$381,522	\$331,215	\$20,190	\$5,103	\$3,821	\$21,192	\$30,117
Commercial	\$4,597	\$4,597	\$0	\$0	\$0	\$0	
Industrial	\$25,865	\$25,865	\$0	\$0	\$0	\$0	
Institutional	\$970	\$970	\$0	\$0	\$0	\$0	
Residential	\$350,089	\$299,782	\$20,190	\$5,103	\$3,821	\$21,192	
VCWWD No. 19	\$393,104	\$371,174	\$11,622	\$3,193	\$2,213	\$4,902	\$10,308
Agricultural	\$222,701	\$214,714	\$5,128	\$1,948	\$912	\$0	
Commercial	\$7,674	\$6,798	\$189	\$119	\$144	\$424	
Industrial	\$6,116	\$6,116	\$0	\$0	\$0	\$0	
Institutional	\$3,624	\$2,971	\$622	\$31	\$0	\$0	
Residential	\$149,209	\$136,796	\$5,683	\$1,095	\$1,157	\$4,478	
Residential Multi Family	\$3,780	\$3,780	\$0	\$0	\$0	\$0	
VCWWD No. 38	\$509,811	\$495,354	\$12,456	\$2,001	\$0	\$0	\$2,001
Commercial	\$168,952	\$168,952	\$0	\$0	\$0	\$0	
Institutional	\$658	\$480	\$178	\$0	\$0	\$0	
Residential	\$340,200	\$325,922	\$12,278	\$2,001	\$0	\$0	
Grand Total	\$3,762,060	\$3,230,954	\$262,628	\$55,301	\$41,227	\$171,950	\$268,478
						% 60 > to total	7%
						Last month	8%

6.COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

7. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on January 18, 2022.