

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

January 11, 2022

**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, January 18, 2022 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](mailto:wspc@ventura.org), no later than January 17, 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 NOVEMBER 16, 2021 MEETING



3. 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.

4. DISTRICT STAFF REPORT

- A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District.
- B. CAPITAL PROJECTS – The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
- C. DISTRICT 17 OPERATIONS AND MAINTENANCE QUARTERLY REPORT
  - An update on Operations and Maintenance for the second quarter of Fiscal Year 2022 (October 1, 2021 through December 31, 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.
- 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.
  - 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 March 15, 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](mailto: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](mailto: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 ASSISTANCETO 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 NOVEMBER 16, 2021, TELECONFERENCE MEETING**

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

COMMITTEE MEMBERS ABSENT: None.

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director  
Scott Meckstroth, Deputy Director  
June Kim, Engineering Manager  
Ryan Lippincott, Engineering Manager

GUESTS: None

\* \* \*

1. CALL TO ORDER - The meeting was called to order at 7:05 PM
2. APPROVAL OF THE MINUTES OF THE SEPTEMBER 14, 2021 MEETING
  - o Mr. Price moved to approve the minutes as submitted.
  - o Mr. Sokoler seconded this motion.
  - o Vote: Yeas- 3, Nays- 0, Absence- 0, Abstained- 2.
3. APPROVAL OF THE MINUTES OF THE OCTOBER 12, 2021 MEETING
  - o Mr. Price moved to approve the minutes as submitted.
  - o Vote: Yeas-4, Nays- 0, Absence- 0, Abstained-1.

**ADMINISTRATIVE NOTE**

- o Mr. Pope announced that his cat and dog had both entered the room he was utilizing for this Zoom meeting. Mr. Pope stated that his cat possessed the ability to open doors, and that the cat was now located on top of Mr. Pope's desk. Mr. Pope assured the group that they need not worry if a cat suddenly dropped into Mr. Pope's screen.
  - o Mr. Price displayed his cat to the group by holding the cat up to the camera.
  - o Mr. Sokoler remarked that Mr. Price's cat was "one cool cat."
4. PUBLIC COMMENTS
    - o None.
  5. DISTRICT STAFF REPORT
    - A. BUDGET AND FINANCIAL REVIEW –
      - o Mr. Pope explained that the written materials in the Agenda Packet reflect the first three months of the fiscal year, through the end of September 2021.

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- Mr. Pope stated that the revenue stream appeared to be healthy, and that customers were paying their bills.
- On the expenditures side, Mr. Pope stated that there may have been more water purchases from Calleguas than were reflected in the written materials.
- Mr. Pope stated that the capital balances reflect loan revenue, which would be for the Bell Canyon Reservoir Project, if the District needs to start spending money for the design above and beyond the Capital Acquisition Fund. Mr. Pope stated that he did not believe this would be necessary this fiscal year, but perhaps during the start of Fiscal Year 2024 (during the summer of 2023).
- Mr. Pope stated that the written materials show that \$834,435 is planned to be spent this year on the 1.74 MG Reservoir project, but that less than that will be spent this fiscal year.
- Mr. Pope explained that in terms of Actual Budget versus Adopted Budget, almost all expenses are under 25%, which is good because the written materials go 25% into the current fiscal year. Depreciation Expense has been listed at 25%, and Meter Purchase was the only category that was higher than 25%, coming in at 165%.
- ADMINISTRATIVE NOTE - Mr. Pope took a short break in order to exit his pet dog from the room. When Mr. Pope returned, he announced that the only pet animal in the room currently was now a cat, so the risk of Mr. Pope becoming distracted had been mitigated.
- Returning to the financial situation of the District, Mr. Pope stated that it was still early in the fiscal year, but that the financial situation of the district was healthy, with no unexpected emergencies or other expenses.

B. CAPITAL PROJECTS –

- Mr. Kim provided an update on the status of the design contract for the reservoir project. Mr. Kim explained that the contract has been modified in order to include additional design. Mr. Kim stated that the contract is now ready for signatures, and that the design work will resume after the contract modification is in place.
- Mr. McHugh asked if the modification was for the helicopter facility. Mr. Kim replied that yes, the modification will include the helipad. Mr. Pope stated that additionally, the scope change is that the actual location had not been integrated into the scope of the project previously, but that now, the location has been identified.
- Bell Canyon Creek Crossing Pipeline Replacement
  - Mr. Pope stated that this project is still in the planning phase. Part of the design will also include an updated hydraulic analysis of the system, which will help staff determine the proper size of the pipeline replacement. This project can begin once the reservoir has been constructed and has begun operating.

#### C. DISTRICT 17 OPERATIONS AND MAINTENANCE QUARTERLY REPORT

- This portion of the meeting was presented by Scott Meckstroth.
- Mr. Meckstroth stated that the District has had good luck this quarter, as far as repairs go. The only replacements were to a hydrant lateral and valve.
- Mr. Meckstroth stated that 100% of valve maintenance was completed, as was 100% of air/vac maintenance. Meters with AMI capability for pressure reducing stations are currently being installed.
- Mr. Meckstroth explained that water conservation will be a necessary topic as time goes on. Water usage over the first quarter was in the normal range. Water losses tend to be dropping over the long-term.
- Mr. Meckstroth explained that water demand can be measured in three different ways by the District: Consumption (the aggregate of all of the AMI meters), Master Meter (a meter which District 17 installed), and the Simi Valley meter. Mr. Meckstroth stated that staff check to make sure all three measures are tracking each other.
- Mr. McHugh stated that he appreciated Mr. Meckstroth including this information in his presentation, and asked if Mr. Meckstroth could include a chart with the monthly numbers, specifically acre feet to two decimal places. Mr. Meckstroth agreed that this would be informative and helpful to include in the future.
- In terms of customer service and meter reading, Mr. Meckstroth stated that the charges are as expected. The customer portal reset occurred on 11/1/2021, so much of the historical data from the customer side had to be re-set. Mr. Pope explained that the data is still available to the District, and that it can be pulled for individual customers upon request.
- Looking forward, the City of Simi Valley has completed their tank repair, which means that now the District has source water capable of 1,700 gallons per minute coming into the system in Bell Canyon.
- Mr. Meckstroth explained that Mr. Kim had already addressed the capital improvement projects that are currently in progress.
- Mr. Pope shared that the HOA had approved the reservoir project earlier in 2021, and not on 11/12/21 as the slideshow mistakenly states.

#### D. WATER QUALITY REPORT –

- Mr. Pope stated that there was one pressure complaint in late October. Staff made some adjustments to the system to help with fluctuating pressure. However, the problem was determined to be that the customer's house had a malfunctioning pressure regulator, so the customer was advised to replace their pressure regulator.

#### E. WATER SUPPLY CONDITIONS –

- Mr. Pope stated that we are still in a drought. He showed the group the map comparing the drought status from last year to this year.
- Mr. Pope also showed the group the map showing the status of the major reservoirs in California, which was concerningly low.

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- Mr. Pope stated that he would like to receive input from the committee on what conservation measures would be effective.
- Mr. Pope mentioned that only low-flow water fixtures can be purchased in California.
- Mr. Pope stated that some possible water conservation measures could include an irrigation schedule for residential customers.

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

- Mr. Pope mentioned that Metropolitan is still asking water purveyors for voluntary conservation measures. They have not asked water purveyors to implement mandatory conservation measures.

G. UPDATE ON AVENUES OF PUBLIC OUTREACH –

- Mr. Pope solicited feedback from the group on what would be effective public outreach regarding water conservation.
- Mr. McHugh asked if Metropolitan had any recommendations. Mr. Pope replied that staff at Metropolitan have expressed that they want water purveyors to do what makes sense for them.
- ADMINISTRATIVE NOTE - Mr. Pope mentioned that his cat was attempting to leave the room, which was desirable to Mr. Pope, so he took a moment to exit the cat from the room.
- Upon returning, Mr. Pope mentioned that if a Stage 3 Water Shortage was declared, mandatory conservation measures could be implemented.
- Mr. Pope asked the group what they thought would be A) effective and B) palatable or manageable for most residents, in terms of restrictions on water usage.
  - Mr. Price mentioned that one area to focus on would be residential outdoor irrigation, specifically people watering their grass. People should turn off their irrigation when it rains. Mr. Price recommended to Ms. Riccomini to put a bulletin up on the way into the community, reminding people to turn off their sprinklers when it is about to rain. Ms. Riccomini replied that that is a good idea.
  - Ms. Riccomini asked if there were restrictions before on when people could water their lawns. Mr. Pope guessed that this was in 2016, and Ms. Riccomini agreed. Mr. McHugh mentioned that in 2017 there were usage penalties.
  - Mr. Pope mentioned that it is a good time to remind people that they do not need to water every day because it is cooler.
- Mr. Pope mentioned that Calleguas has an upcoming board meeting, and if Calleguas implements mandatory restrictions, staff will roll this out to the Districts.
- Mr. Pope mentioned that HOA's are some of the biggest consumers in District 1. Mr. Pope offered to take a look at the water consumption of Bell Canyon HOA, to see if it is one of the bigger consumers in the District



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or not. Ms. Riccomini also requested that the usage of the Equestrian Center be evaluated. Both the HOA and Equestrian Center are interested in conservation.

- A further discussion was held regarding grass lawns.
  - Mr. McHugh suggested that succulents be encouraged.
  - Mr. Pope stated that Metropolitan currently does have a rebate on replacing grass lawns. Mr. Pope stated that he believes the rebate currently is set at \$3 per square foot, up to 5,000 square feet, though certain requirements are in place.
  - Mr. Pope stated that by eliminating as many lawns as possible, this will conserve water.
  - Mr. Pope mentioned that staff have sent out flyers regarding water conservation. The group requested that these flyers be sent to them. Mr. Pope agreed.

H. BOARD LETTER TRACKER –

- 11/9/2021 – Engineering and Development Fees Update – Mr. Pope explained that this was completed.
- 1/11/2022 – Waterworks District 17 (Bell Canyon) – Public Hearing Regarding Proposed Increases to Water Rates and Service – Mr. Pope explained that this was on track. The Prop 218 mailers should be coming within the next week or two.

I. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) –

- Mr. Pope stated that the District continues to add customers to AMI. District 17 is in the lead with 120 customers. Mr. Pope mentioned that if there are connectivity problems in certain areas, then staff can look at adding additional base stations.
- ADMINISTRATIVE NOTE - Mr. Meckstroth mentioned that he found the date of the presentation to the HOA regarding the reservoir project. The date was November 12, 2020.

J. DIRECTOR'S INFORMATIONAL ITEMS –

- Mr. Pope discussed the Aged Report. The District has approximately \$30,000 outstanding over 61 days overdue.
- Next regular meeting January 18, 2022.

K. COMMITTEE MEMBERS' COMMENTS / FUTURE AGENDA ITEMS –

- None.

6. ADJOURNMENT – The meeting adjourned at 7:45 p.m.



### 3. PUBLIC COMMENTS

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#### **4. DISTRICT STAFF REPORT**

- A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District.



CURRENT PERIOD ACTIVITIES TO AP6 FY22 ENDING 12/30/2021								
		FY18	FY19	FY20	FY21	FY22 ADJ	FY22	FY22 YR-END
65 Acquisition&Replacement Fund		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PRJ
66	<b>Beginning Balances</b>	\$1,381,147	\$1,529,629	\$1,700,099	\$1,598,871	\$1,238,915	\$1,238,915	\$1,238,915
67								
68	<b>Capital Sources of Funds</b>							
69	Interest Earning	\$43,006	66,777.6	55,454.0	14,372.1	\$6,891	\$1,742	\$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
73	Depreciation Expense	\$104,217	\$104,217	\$104,361	\$104,049	\$104,179	\$52,522	\$104,200
74	<b>Total - Capital Sources of Funds</b>	<b>\$148,483</b>	<b>\$172,470</b>	<b>\$160,715</b>	<b>\$118,961</b>	<b>\$737,470</b>	<b>\$54,804</b>	<b>\$737,500</b>
75								
76	<b>Capital Uses of Funds</b>							
77	<b>Water System Improvement:</b>							
78	System Improvement Maintenance	\$0	-	50.0	(0.0)	\$200,000	(\$19)	100,000
79	Reservoir Improvement	\$0	-	129,499.5	450,355.2	\$0	\$0	-
80	SCADA Improvement	\$0	-	-	-	\$0	\$0	-
81	General Improvement Maintenance	\$0	-	42,793.4	-	\$15,000	\$0	\$14,560
82	<b>Total Water System Improvement</b>	<b>\$0</b>	<b>\$0</b>	<b>\$172,343</b>	<b>\$450,355</b>	<b>\$215,000</b>	<b>(\$19)</b>	<b>\$114,560</b>
83	<b>Water Construction Project:</b>							
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	10,353.5	\$330,969
86	HighPressurePipeline fr HaciendaRd to Dappelgray	\$0	-	-	-	\$0	\$0	\$0
87	<b>Total Water Construction Project</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$89,600</b>	<b>\$28,562</b>	<b>\$834,435</b>	<b>10,353.5</b>	<b>\$330,969</b>
	<b>Other Equipment</b>					90,000.0	-	90,000.0
88	<b>Total - Capital Uses of Funds</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$261,943</b>	<b>\$478,918</b>	<b>\$1,139,435</b>	<b>\$10,335</b>	<b>\$535,530</b>
89								
90	<b>Net Capital Fund</b>	<b>\$148,483</b>	<b>\$170,470</b>	<b>(\$101,228)</b>	<b>(\$359,956)</b>	<b>(\$401,965)</b>	<b>\$44,469</b>	<b>\$201,970</b>
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	<b>Ending Fund Balance</b>	<b>\$1,529,629</b>	<b>\$1,700,099</b>	<b>\$1,598,871</b>	<b>\$1,238,915</b>	<b>\$836,950</b>	<b>\$1,283,385</b>	<b>\$1,440,885</b>

WATERWORKS DISTRICT #17-BELL CANYON							
CURRENT PERIOD ACTIVITIES TO AP6 FY22 ENDING 12/30/2021							
		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	12.6	8%	167.7	
2	<i>General Maint Supplies</i>	12.3	59.9	0.7	1%	34.5	
3	<i>CLA Valve Maintenance</i>	0.0	7.0	0.0	0%	7.0	
4	<i>Pipe Materials</i>	6.3	0.0	0.0		8.0	
5	<i>Valve Replacement</i>	0.0	40.0	0.0	0%	40.0	
6	<i>Ladder Fall Protection</i>	0.0	0.0	0.0		0.0	
7	<i>Reservoir 1 Recoat</i>	0.0	0.0	11.8		11.8	
8	<i>Adjust Valve Stacks</i>	23.3	8.0	0.0	0%	8.0	
9	<i>Utility Billing System Maintenance</i>		0.0	0.0		7.4	
10	<i>SCADA</i>	4.5	0.0	0.1		10.0	
11	<i>Emergency Repairs</i>	12.4	53.0	0.0	0%	41.0	
12	Improvement Maintenance	2.7	0.0	0.4		0.4	
13	Equipment	0.0	8.0	0.0	0%	8.0	ami Zone Meter
14	Indirect Cost Recovery	16.1	9.0	4.5	50%	9.0	
15	Misc. Expense	54.9	47.0	11.0	23%	36.8	
16	Other Prof. & Spec. Svcs	1.2	30.0	0.0	0%	22.0	purchasing chgs, equipmental rental
17	Engineering And Technical Surveys	0.0	27.0	0.0	0%	22.0	
18	State Permit/Fees	4.6	5.0	0.1	2%	5.0	Reservoir Inspection, Pressure maps
19	O&M Labor	389.8	578.6	163.6	28%	489.24	
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	0.8	16%	5.0	Dept. of Health & Safety fees
22	Cross Connection Fees	0.3	0.5	0.1	20%	0.5	
23	Water Purchases	2,077.8	2,264.1	917.9	41%	2,267.4	
24	Water System Power	4.0	3.0	0.7	24%	3.0	
25	Depreciation Expense	104.0	104.2	52.5	50%	104.2	
26	Contribution to other Funds	0.0	4.5	5.7	126%	5.7	
27	Meter Purchase	39.5	24.0	0.0	0%	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	<b>TOTAL EXPENDITURES</b>	<b>2,855.5</b>	<b>3,399.8</b>	<b>1,195.8</b>		<b>3,292.1</b>	
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	4.6	66%	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	1.9	118%	2.0	
36	Other Revenue-Misc	9.5	33.9	33.4	99%	72.3	
37	Water Sales	3,182.5	3,338.0	1,679.1	50%	3,332.4	
38	Gain/Loss Capital Assets	0.0	0.0	0.0		0.0	
39	<b>TOTAL REVENUES</b>	<b>3,202.2</b>	<b>3,381.0</b>	<b>1,719.6</b>		<b>3,414.2</b>	
40	<b>RESULT OF OPERATION</b>	<b>346.6</b>	<b>(18.8)</b>	<b>523.7</b>		<b>122.2</b>	
41	<b>O&amp;M Fund Balance Reserve:</b>						
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)	523.74		122.17	
45	<b>O&amp;M Fund Balance Reserve:</b>	<b>\$1,209.83</b>	<b>\$1,191.06</b>	<b>\$1,733.56</b>		<b>\$1,332.00</b>	
46	<b>Required O&amp;M Fund Reserve: 25% of Exp.</b>	<b>\$713.88</b>	<b>\$849.95</b>	<b>\$298.96</b>		<b>\$823.02</b>	
46	<b>O&amp;M FBR vs Required Reserve</b>	ok	ok	ok		ok	

WATERWORKS DISTRICT #17-BELL CANYON										
CURRENT PERIOD ACTIVITIES TO AP6 FY22 ENDING 12/30/20										
	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	<b>NON CAPITALIZED EXPENDITURES:</b>									
2	0.0	15.0	15.0	0.0	0.0	0.0	0.0%	14.6	Reservoir & Facilities Security/Fencing	
5	0.0	15.0	15.0	0.0	0.0	0.0		14.6		
6	<b>WATER SYSTEM IMPROVEMENT:</b>									
7	(0.1)	200.0	200.0	0.0	0.0	0.0	0.0%	100.0		
9	450.4	0.0	0.0	0.0	0.0	0.0		0.0		
10	450.3	200.0	200.0	0.0	0.0	0.0		100.0		
11	<b>WATER CONSTRUCTION PROJECT</b>									
12	28.6	745.0	834.4	10.4	0.0	10.4	1.2%	331.0		
	0.0	90.0	90.0	0.0	0.0	0.0	0.0%	90.0		
14	28.6	835.0	924.4	10.4	0.0	10.4	1.2%	421.0		
15	<b>478.9</b>	<b>1,050.0</b>	<b>1,139.4</b>	<b>10.4</b>	<b>0.0</b>	<b>10.4</b>		<b>535.5</b>		
16	<b>REVENUES</b>									
17	14.4	6.9	6.9	1.7	0.0	1.7	25.3%	6.9		
18	0.6	1.4	1.4	0.5	0.0	0.5	38.6%	1.4		
	0.0	625.0	625.0	0.0	0.0	0.0	0.0%	625.0		
19	<b>15.0</b>	<b>633.3</b>	<b>8.3</b>	<b>2.3</b>	<b>0.0</b>	<b>2.3</b>	<b>0.4%</b>	<b>633.3</b>		
20	<b>(463.9)</b>	<b>(416.7)</b>	<b>(1,131.1)</b>	<b>(8.1)</b>	<b>0.0</b>	<b>(8.1)</b>		<b>97.8</b>		
21	1,598.8	1,239.1	1,239.1	1,239.1		1,239.1		1,239.1		
22										
23	104.0	104.2	104.2	52.5		52.5		104.2		
24	<b>1,239.1</b>	<b>926.6</b>	<b>212.2</b>	<b>1,283.6</b>		<b>1,283.6</b>		<b>1,441.1</b>		
25										
26										
27	<b>SUMMARY OF CAPITAL FUND BALANCE</b>			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	(114.6)	(421.0)	(535.5)				
32			<b>Ending Fund Balance</b>	<b>554.0</b>	<b>886.9</b>	<b>1,441.0</b>				

#### **4. DISTRICT STAFF REPORT**

- B. CAPITAL PROJECTS – The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.



January 2022

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	10	Capital Funds	Design contract modified, design kicks off end of January 2022, executed environmental contract and preparing docs for environmental survey. Preparing contract mod for Geotech boring. VCFD confirmed they no longer wish to pursue helipad scope for project.
Bell Canyon Creek Crossing Pipeline Replacement		Planning	15	Capital Funds	On Hold - Scope pending design outcome of Reservoir 3.

#### **4. DISTRICT STAFF REPORT**

##### **C. DISTRICT 17 OPERATIONS AND MAINTENANCE QUARTERLY REPORT**

- An update on Operations and Maintenance for the second quarter of Fiscal Year 2022 (October 1, 2021 through December 31, 2021).



# District 17 O&M Updates

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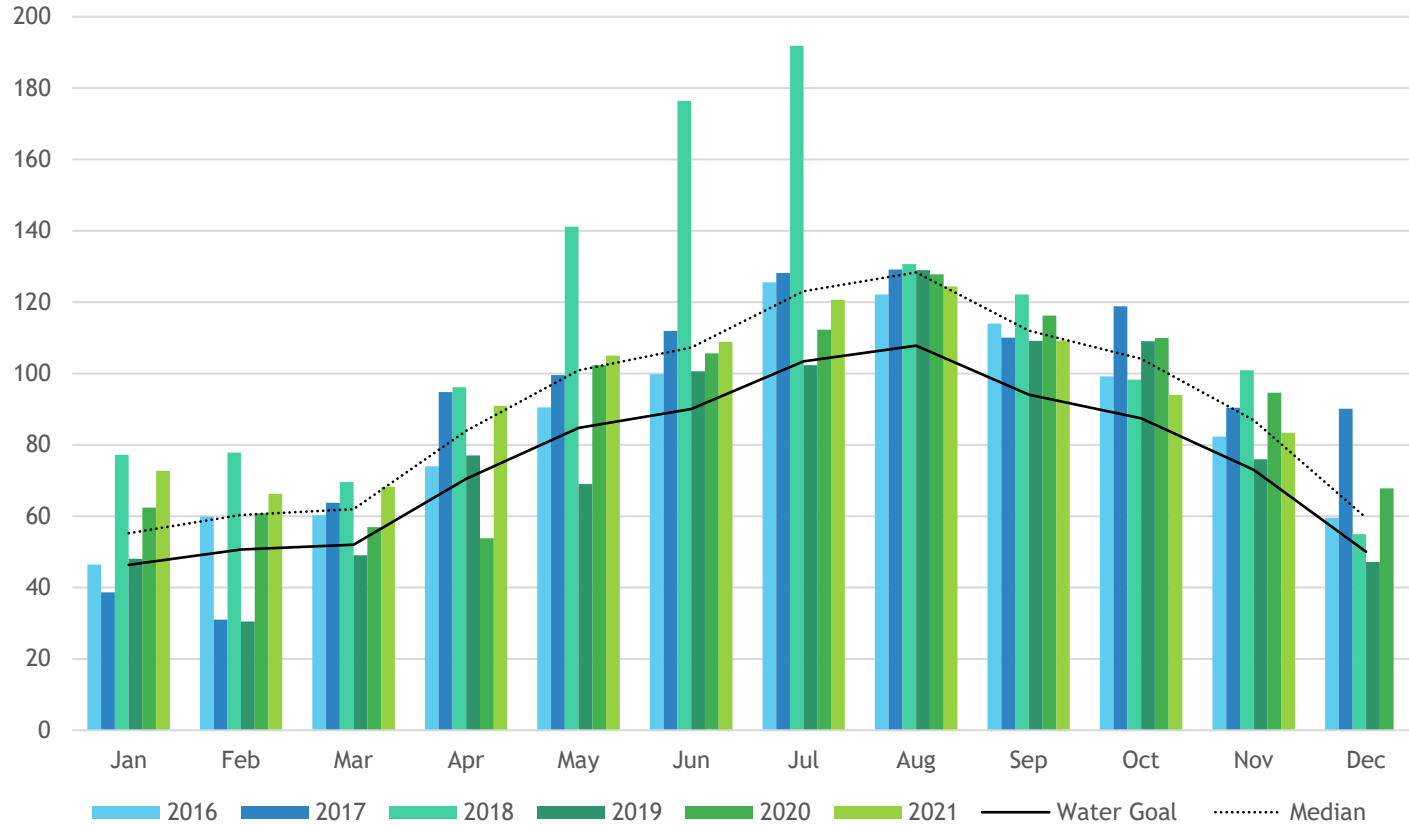
FY 2022 – Second Quarter (Oct. 1, 2021 – Dec. 31, 2021)

# Operations & Maintenance – Distribution/Service Repairs

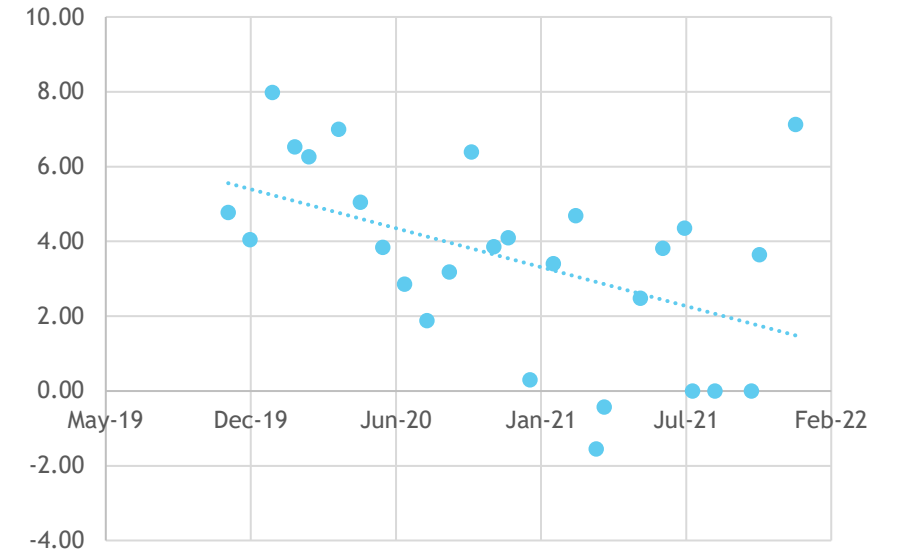
- ▶ Number of Main Line Repairs and Service Leaks: 0 each
- ▶ Meter Upsizing: 0
- ▶ Hydrant and Hydrant Lateral Leaks: 1- 6" AC; replaced 6" FH valve during repair
- ▶ Fire Flow Tests: 0
- ▶ Valve Maintenance: 100% completed
- ▶ Air/Vac Maintenance: 100% completed
- ▶ Pilot Program: Installing old meters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

# Operations & Maintenance – Source Water

AF per Month



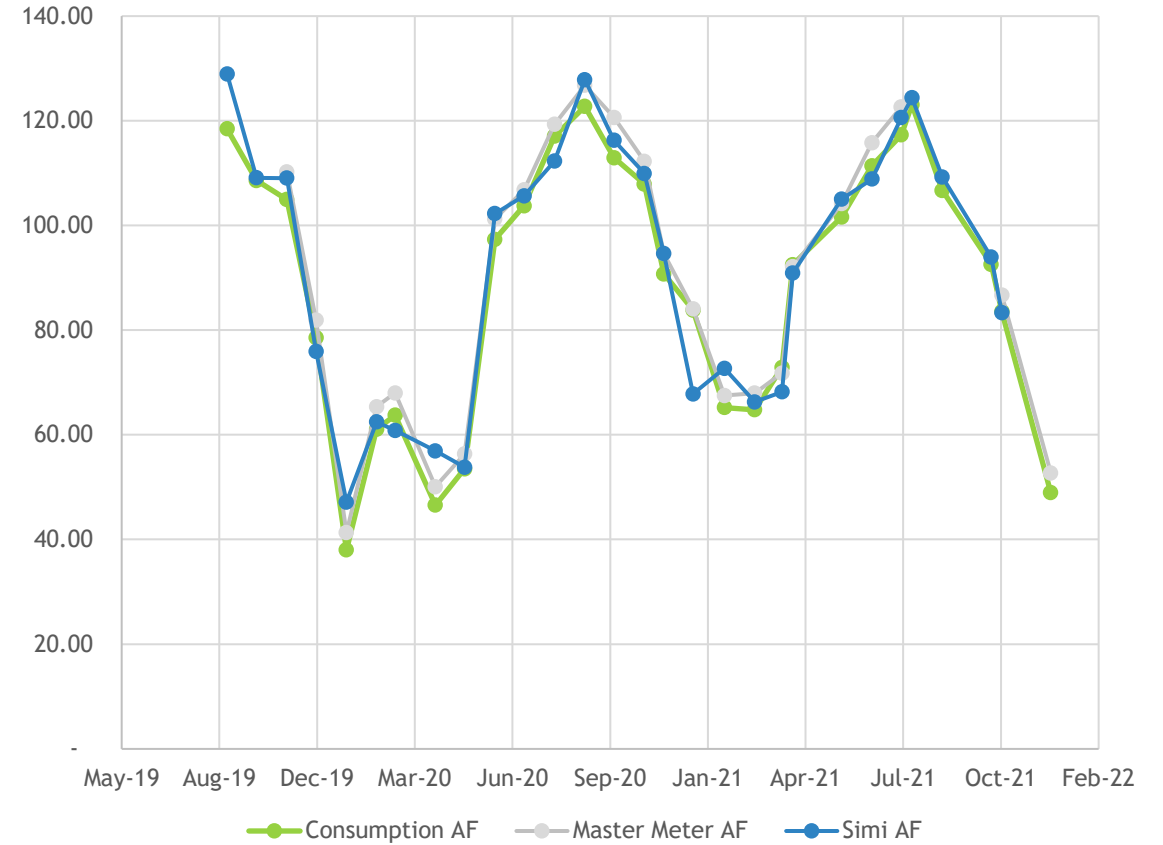
% Loss



# Operations & Maintenance – Source Water

Month/Year	Consumption AF	Master Meter AF	Simi AF
20-Dec	83.81	84.06	67.80
21-Jan	65.20	67.50	72.69
21-Feb	64.77	67.95	66.26
21-Mar	72.87	71.76	68.19
1-Apr	92.51	92.11	90.90
21-May	101.57	104.15	105.00
21-Jun	111.39	115.80	108.85
21-Jul	117.29	122.63	120.60
1-Aug	123.07	#N/A	124.38
1-Sep	106.69	#N/A	109.25
21-Oct	92.56	#N/A	93.94
1-Nov	83.54	86.70	83.34
21-Dec	48.94	52.69	

D17 Demand



# Customer Service and Meter Reading

- ▶ Replaced 1 meters
- ▶ Customer Account Activity (turn on/off)
  - ▶ Labor cost of \$3,272
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
  - ▶ Labor cost of \$2,167
- ▶ Line Location
  - ▶ Cost of \$111.
- ▶ Non-Payment Shutoffs resume 1/18/22



# Operations & Maintenance – Looking Forward

- ▶ Chlorine Generation System and Tanks
- ▶ Saddle Bow Crossing monthly with the Leak Correlator monthly

# Engineering - Capital Improvement Projects

- ▶ New Water Reservoir #3 and Pipeline Design of Stagecoach to Saddlebow Crossing
  - ▶ ~\$10M
  - ▶ District 17 Staff Presented to HOA 11/12/20
    - ▶ District received concurrence from HOA Regarding proposed location
  - ▶ Key issue:
    - ▶ Funding, Land Agreements, Geotech, VCFD not pursuing helispot
- ▶ 30% Design and Geotech progressing
  - ▶ HOA design review and beginning CEQA process this quarter



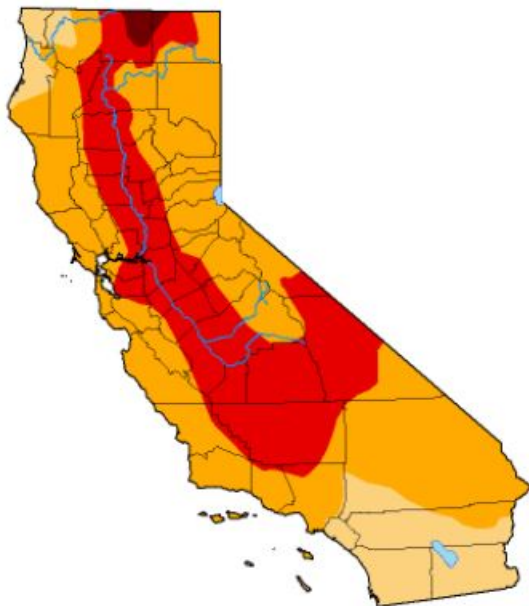
# Questions?

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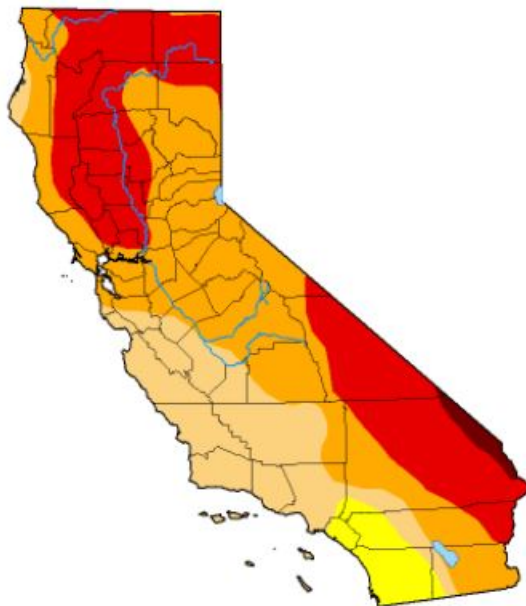
#### **4. DISTRICT STAFF REPORT**

- 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



< December 28, 2021 >



< December 29, 2020 >



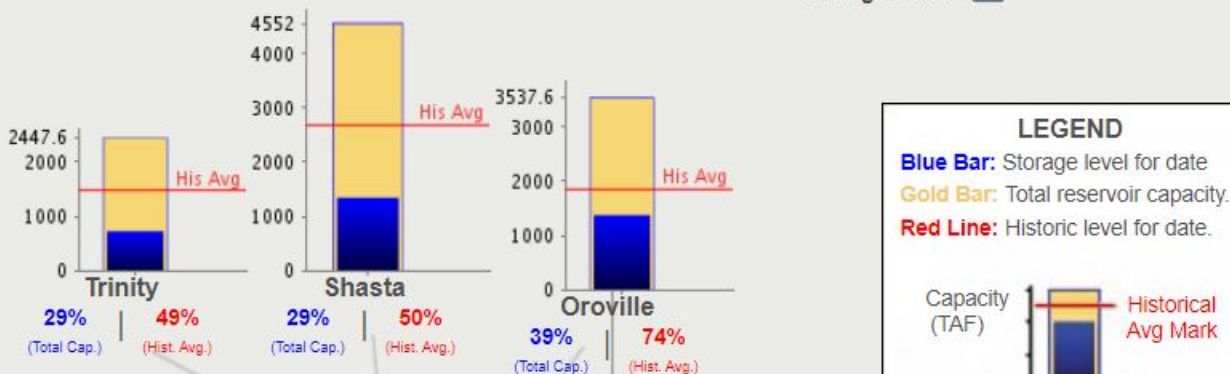
## Statistics Comparison

Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4	DSCI
2021-12-28	0.00	100.00	100.00	86.28	32.93	0.84	320
2020-12-29	0.00	100.00	95.17	74.34	33.75	1.19	304
Change	0.00	0.00	-4.83	-11.94	0.82	0.35	-16

# CURRENT CONDITIONS FOR MAJOR RESERVOIRS: 02-JAN-2022

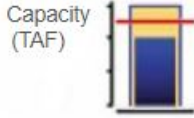
Midnight: 02-Jan-2022

Change Date:  02-Jan-2022



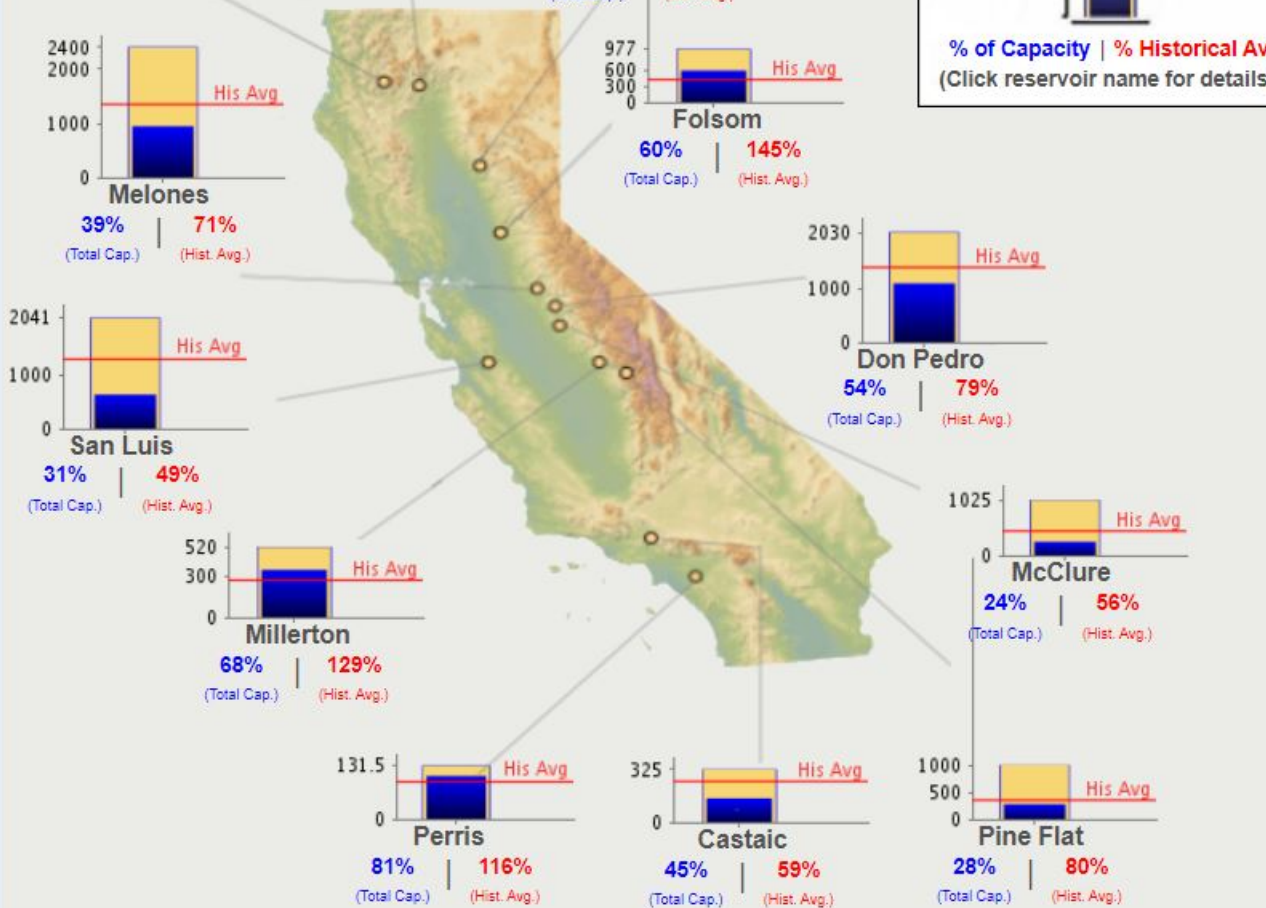
**LEGEND**

- Blue Bar:** Storage level for date
- Gold Bar:** Total reservoir capacity.
- Red Line:** Historic level for date.



Capacity (TAF) | Historical Avg Mark

**% of Capacity | % Historical Avg**  
(Click reservoir name for details)



#### **4. DISTRICT STAFF REPORT**

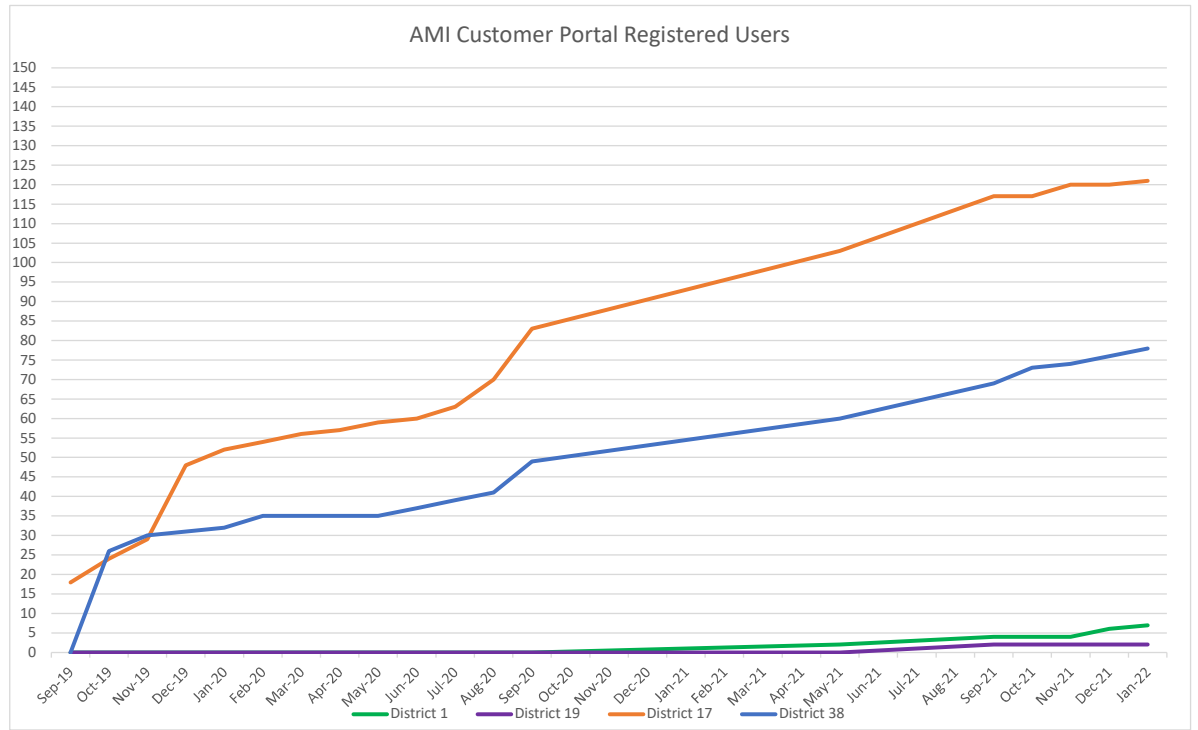
- F. CALLEGUAS MUNICIPAL WATER DISTRICT / METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE – An update on decisions and rulings by these agencies which may impact the District.
- G. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
- 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.
  - 1/11/2022 – Waterworks District 17 (Bell Canyon) – Public Hearing Regarding Proposed Increases to Water Rates and Service.



## **4. 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
Dec-21	6	2	120	76
Jan-22	7	2	121	78



#### **4. 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
<b>CUE</b>	<b>\$295</b>	<b>\$295</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Commercial	\$80	\$80	\$0	\$0	\$0	\$0	
Institutional	\$215	\$215	\$0	\$0	\$0	\$0	
<b>VCWWD No. 1</b>	<b>\$1,485,704</b>	<b>\$1,128,394</b>	<b>\$96,337</b>	<b>\$56,297</b>	<b>\$31,793</b>	<b>\$172,882</b>	<b>\$260,972</b>
Agricultural	\$296,335	\$186,392	\$19,567	\$20,065	\$14,119	\$56,191	
Commercial	\$134,562	\$112,456	\$14,499	\$1,969	\$860	\$4,777	
Industrial	\$30,126	\$21,804	\$3,565	\$4,757	\$0	\$0	
Institutional	\$58,812	\$55,013	\$899	\$1,421	\$1,070	\$409	
Residential	\$907,900	\$695,436	\$57,131	\$28,085	\$15,743	\$111,505	
Residential Multi Family	\$57,968	\$57,293	\$675	\$0	\$0	\$0	
<b>VCWWD No. 16</b>	<b>\$111</b>	<b>\$111</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Institutional	\$111	\$111	\$0	\$0	\$0	\$0	
<b>VCWWD No. 17</b>	<b>\$243,377</b>	<b>\$186,997</b>	<b>\$18,266</b>	<b>\$8,292</b>	<b>\$3,422</b>	<b>\$26,400</b>	<b>\$38,114</b>
Commercial	\$3,188	\$3,188	\$0	\$0	\$0	\$0	
Industrial	\$16,518	\$16,518	\$0	\$0	\$0	\$0	
Institutional	\$1,214	\$594	\$620	\$0	\$0	\$0	
Residential	\$222,458	\$166,698	\$17,645	\$8,292	\$3,422	\$26,400	
<b>VCWWD No. 19</b>	<b>\$216,487</b>	<b>\$196,866</b>	<b>\$8,673</b>	<b>\$2,434</b>	<b>\$1,454</b>	<b>\$7,060</b>	<b>\$10,948</b>
Agricultural	\$107,303	\$105,187	\$1,933	\$183	\$0	\$0	
Commercial	\$6,407	\$5,337	\$153	\$115	\$147	\$655	
Industrial	\$2,758	\$2,758	\$0	\$0	\$0	\$0	
Institutional	\$3,555	\$1,577	\$1,225	\$377	\$377	\$0	
Residential	\$94,419	\$79,961	\$5,363	\$1,759	\$930	\$6,405	
Residential Multi Family	\$2,046	\$2,046	\$0	\$0	\$0	\$0	
<b>VCWWD No. 38</b>	<b>\$217,288</b>	<b>\$207,908</b>	<b>\$7,311</b>	<b>\$1,891</b>	<b>\$178</b>	<b>\$0</b>	<b>\$2,069</b>
Commercial	\$57,635	\$57,635	\$0	\$0	\$0	\$0	
Institutional	\$1,014	\$325	\$178	\$333	\$178	\$0	
Residential	\$158,638	\$149,947	\$7,133	\$1,558	\$0	\$0	
<b>Grand Total</b>	<b>\$2,163,263</b>	<b>\$1,720,573</b>	<b>\$130,587</b>	<b>\$68,914</b>	<b>\$36,847</b>	<b>\$206,341</b>	<b>\$312,103</b>
						% 60 > to total	14%
						Last month	8%

5. COMMITTEE MEMBERS' COMMENTS/  
FUTURE AGENDA ITEMS

6. ADJOURNMENT

\*The next regularly scheduled District 17 CAC meeting will be held on March 15, 2022.