

April 21, 2022

**NOTICE OF A REGULAR MEETING OF THE
VENTURA COUNTY WATERWORKS DISTRICT NO. 38
LAKE SHERWOOD CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 38 Lake Sherwood Citizens' Advisory Committee will be held **Thursday, April 28 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 April 27, if you are unable to participate on the call.

Sincerely,



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

AGENDA OF THE MEETING

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE JANUARY 20, 2022 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. 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.
- C. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.
- D. 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.
- E. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
- F. 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 presenting, before the Ventura County Board of Supervisors
 - May 10, 2022 – Stage 3 Shortage Declaration
 - May 24, 2022 – D38 Potrero Annexation
 - ACTION ITEM: Approval of the submission of the annexation application to the Board of Waterworks District #38.
- G. 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.
- H. CAPITAL PROJECTS REVIEW - The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
 - No capital projects currently.



- I. DISTRICT 38 OPERATIONS AND MAINTENANCE QUARTERLY REPORT
 - An update on Operations and Maintenance for the third quarter of Fiscal Year 2022 (January 1, 2022 through March 31, 2022).
 - 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.
5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
 6. ADJOURNMENT

***The next District 38 Citizens' Advisory Committee meeting is scheduled for July 21, 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 log on to the meeting by Zoom and you will be given a chance to be heard. If you prefer to submit a written comment, 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, please log on to the meeting by Zoom and you will be given a chance to be heard. If you prefer to submit a written comment, 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 ACCOMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



**CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 38
MINUTES OF THE JANUARY 20, 2022 MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Dick Hibma, Thomas Gentile,
Russ Goodman, Nathan Stockmeir, Leslie Martinelli

COMMITTEE MEMBERS ABSENT: None

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
Gilberto Minero, Staff Services Specialist
Julie Taylor, Management Assistant

GUESTS: None

1. CALL TO ORDER

The meeting was called to order at 3:38 p.m. Mr. Pope welcomed Ms. Martinelli as the newest official member of the Committee.

2. APPROVAL OF THE MINUTES OF THE OCTOBER 21, 2022 MEETING

Mr. Gentile moved to approve the minutes as provided by staff. Mr. Hibma seconded this motion.

Vote: Ayes - 5, Nays- 0, Absence- 0, Abstained- 0

3. PUBLIC COMMENTS

No public comments.

4. DISTRICT STAFF REPORT -

A. Budget and Financial Review:

- Mr. Pope explained that the documents included in the written materials go through the first six months of the fiscal year. There have been no unexpected costs or anomalies. Cash reserves are still at a healthy level.
- Mr. Pope moved on to show and discuss the written materials having to do with the “burn rate” of the various budget items. 50% of the year has passed, so Mr. Pope looked at the various expenses as compared to the percentage of the budgeted amount for the fiscal year. Water purchases and O&M labor are areas that Mr. Pope stated he typically looks at. For water, the District has so far spent a little bit above 50% of the budgeted amount for the fiscal year, mainly due to a very dry July through October. For labor, the District is still under 50%, which means under budget, which is a good thing.
- Mr. Pope stated that in general, there is nothing new or unexpected with regard to the finances of the District. Mr. Pope stated that if there weren't any questions, Mr. Pope would move on. No member spoke up with any questions.

B. Water Quality Report

- Mr. Pope stated that there were two water quality complaints since the last meeting, explaining that he does not include this information in the written materials because of customer privacy.
 - Mr. Pope stated that there were two pressure complaints, one in November and another in January. The issue on one of these complaints was on the customer side, with a regulator issue. The other complaint was of too high water pressure, and staff recommended that the customer replace their pressure regulator.

C. Water Supply Conditions

- Mr. Pope pulled up a more recent map than the one in the written materials, pulling up near the beginning of the water year (October 5, 2021) to current (January 18, 2022). Mr. Pope stated that things are looking better than they were at the beginning of the water year.
- Mr. Pope stated that he was recently advised and showed an email coming from Calleguas staff stating that the State Water Project has gone from a zero allocation of water to a 15% allocation, but that implementing allocations of no outdoor water use is not completely off the table for 2022. Mr. Pope stated that he hopes that increased efficiency, conservation measures, and precipitation will improve the situation.
- Mr. Pope stated that reservoir conditions are lower than they should be for this time of year. For example, Lake Oroville is at 39% of total capacity, but desired would be at 74% for this time of year.

D. Calleguas Municipal Water District / Metropolitan Updates

- No updates, other than what was stated during the discussion of Water Supply Conditions.

E. Update on Avenues of Public Outreach

- Mr. Pope described a recent social media post describing the Zone II Booster Pump station upgrade.
- Mr. Pope discussed how staff continue to conduct public outreach on social media and other means to encourage people to conserve water.

F. Board Letter Tracker

- 1/11/2022 – Receive and File a Presentation Regarding Water Rates (no increase) - Mr. Pope explained that he went before the Board of Supervisors to let them know of the District's finances, and why no rate increase was being asked for this year.
- A discussion was held of whether the golf course and HOA use reclaimed or potable water, or a mixture of both. Mr. Stockmeir stated that he would look into the amount of reclaimed water used.

G. Update on Advanced Metering Infrastructure

- Mr. Pope explained that there is an increasing number of customers who have signed up for AMI, currently 78 customers. Mr. Pope stated that there is room to grow with more customers hopefully using AMI in the future.
- Mr. Pope explained that customers can sign up on the website for the AMI portal. Ms. Fontayne confirmed that there was an email sent out to all customers in all Waterworks districts, explaining how to sign up for AMI.
- Mr. Pope and Ms. Fontayne stated that staff would reach out to the Lake Sherwood HOA to ask them to put information in the newsletter explaining how to sign up for AMI.
- Mr. Pope showed where on the website customers can click to sign up for AMI and where the video is on the website from his computer screen.

H. Capital Projects Review

- None currently.

I. Operations and Maintenance Quarterly Report

- This portion of the meeting was presented by Mr. Meckstroth. The period discussed included October to December of 2021. Mr. Meckstroth stated that there were zero main line repairs, zero service leaks, zero hydrant leaks, 100% of valve maintenance was completed, and the Zone II Pump Station upgrade was completed.

- Mr. Meckstroth stated that about 312 acre feet were delivered from Calleguas, an expected amount. The water was of good quality, which it always is. There was 3% water loss, which is a good number.
- Mr. Meckstroth showed the chart and table that show purchases from Calleguas for each month over the past five years. October and November were both higher than average, but December started to drop down.
- Mr. Meckstroth provided a customer service summary. No meters were replaced. There was some labor for customer turn on/off's, some for customer service orders, and some for line locations. Shut-offs for nonpayment resumed on 1/18/2022.
- Looking forward, Mr. Meckstroth stated that there are plans to install a 6-inch Zone meter at the Zone 3 Pump Station. Valve maintenance will continue, as will periodic meter replacements. Mr. Meckstroth is trying to work with the Country Club on time of use/time of pumping, which will save money for the District.
- Mr. Meckstroth asked if anyone had any questions. Mr. Hibma complimented him on being on top of everything.

J. Aged Report

- Mr. Pope showed that there are \$2,069 in outstanding bills over 60 days.

5. Committee Members' Comments/Future Agenda Items

- Mr. Goodman asked if conservation measures and encouragement outreach for the public to conserve are working. Mr. Pope stated that statewide, these measures are not working; there has been only about 6% reduction in water use instead of the 15% requested voluntary reductions. Mr. Pope stated that staff could look at how the District specifically is doing with this, that at the beginning of the month all of the Districts were looking good but that December was such a wet month, it is hard to know for certain. More analysis would be necessary.

6. **ADJOURNMENT**

The meeting was adjourned at 4:13 p.m.

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.

WATERWORKS DISTRICT #38
LAKE SHERWOOD
OPERATIONS AND MAINTENANCE
FINANCIAL STATUS REPORT

CURRENT PERIOD ACTIVITIES TO AP9 FY22 (ENDING 3/31/2022)								
Waterworks District #38 Lake Sherwood								
ADHOC Details Report								
1	Total Beginning Balances		\$6,102,277	\$6,647,066	\$7,216,227	\$7,788,307	7,788,307.27	
2	Total Ending Balances		\$6,647,066	\$7,216,227	\$7,788,307	\$7,338,410	\$8,069,062 7,510,690.12	
3								
4	Total Proposed Targets		\$1,204,860	\$1,209,188	\$1,470,529	\$1,382,420	\$937,629 1,391,903.72	
5	Alert		ok	ok	ok	ok	ok	
6	O&M/ Rate Stab Fund					FY22 ADPT BUDGET	FY22 ACTUAL	FY22 YR-END PRJ
7	Beginning Balances		\$1,557,011	\$1,628,788	\$1,906,545	\$2,297,488	\$2,297,488	\$2,297,488
8	O&M Revenue							
9	Interest Earnings		\$0	-	-	\$0	\$0	\$0
10	Planning and Eng. Svcs External		\$14,715	2,649	8,071	\$3,000	\$1,149	3,000
11	Permit & Line Ext. Fees		\$445	465	360	\$500	\$950	\$1,000
12	Meter, Other Sales and Misc Rev.		\$34,320	23,074	17,772	\$37,521	\$40,595	\$61,700
13	Water Sales		\$3,458,385	3,634,514	4,462,041	\$3,844,576	\$2,982,907	\$4,090,200
14	Total - O&M Revenue		\$3,507,865	\$3,660,702	\$4,488,244	\$3,885,598	\$3,025,601	\$4,155,900
15	O&M Expenditure							
16	System Maint. Supp. & Contract		\$146,776	53,714	65,508	\$125,600	\$54,416	\$119,000
17	Indirect Cost Recovery		\$12,913	20,055	21,939	\$21,939	\$8,133	\$21,900
18	Misc. Expense		\$42,458	43,028	46,805	\$62,247	\$9,758	\$59,000
19	Other Professional Svcs		\$23,225	861	1,075	\$74,000	\$0	\$44,000
20	Small Tools & Minor Equipment		\$9,969	14,112	20,726	\$14,500	\$1,152	\$14,500
21	State Permit/Fees		\$6,803	5,700	6,398	\$6,000	\$8,687	\$8,600
22	O&M Labor		\$293,826	299,230	389,018	\$544,800	\$274,847	\$424,758
23	Mgmt & Admin Svcs		\$105,100	88,900	96,300	\$103,100	\$25,250	\$103,100
24	Eng. & Tech. Surveys		\$0	-	-	\$48,000	\$0	\$28,000
25	Water Analysis		\$814	280	566	\$4,500	\$420	\$4,500
26	Cross Connection Fees		\$1,500	2,657	1,700	\$7,000	\$1,100	\$7,000
27	Water Purchase		\$2,403,194	2,653,734	3,202,405	\$2,777,209	\$1,998,097	\$2,861,400
28	Water System Power		\$28,074	32,917	38,695	\$36,000	\$58,396	\$66,573
29	Depreciation Expense		\$327,635	150,467	146,066	\$147,353	\$109,801	\$147,400
30	Contribution to other Funds		\$8,002	792	-	\$4,600	\$6,796	\$6,800
31	Meter Purchase		\$25,800	16,500	60,100	\$13,000	\$500	\$13,004
32	Conservation Program		\$0	-	-	\$2,000	\$0	\$2,000
33	Contingencies		\$0	-	-	\$0	\$0	\$0
34	CFR Adjustment - Depreciation adj		\$0	-	-	\$0	\$0	\$0
35	Total - O&M Expenditure		\$3,436,087	\$3,382,946	\$4,097,301	\$3,991,849	\$2,557,353	\$3,931,535
36	Net of Operation		\$71,777	\$277,757	\$390,943	(\$106,251)	\$468,248	\$224,365
37	Transfer to/fr Capital Reserve		\$0	\$0	\$0	\$0	\$0	\$0
38	Reserve for Cap. Deprec		\$0	\$0	\$0	\$0	\$0	\$0
39	Ending Fund Balance		\$1,628,788	\$1,906,545	\$2,297,488	\$2,191,237	\$2,765,737	\$2,521,853
40								
41	Minimum Balance							
42	25%	of O&M expenses	\$859,022	\$845,736	\$1,024,325	\$997,962	\$639,338	\$982,884
43	10%	of rate revenue	\$345,838	\$363,451	\$446,204	\$384,458	\$298,291	\$409,020
44								
45	O&M Analysis:							
46	% of Water Cost/Water Sales		69%	73%	72%	72%	67%	70%
47	% of O&M Labor/Water Sales		8%	8%	9%	14%	9%	10%
48	Gross Profit : (Water Sales less Water Cost&Power)		\$1,027,117	\$947,863	\$1,220,941	\$1,031,367	\$926,413	\$1,162,227
49	Net Profit (Net Result of Operation)		\$71,777	\$277,757	\$390,943	(\$106,251)	\$468,248	\$224,365
50	Net Profit Margin (Net Profit/ Revenue)		2%	8%	9%	-3%	15%	5%
51								
52								

WATERWORKS DISTRICT #38
LAKE SHERWOOD
OPERATIONS AND MAINTENANCE
FINANCIAL STATUS REPORT

53 Acquisition&Replacement Fund			FY19 ACTUAL			FY20 ACTUAL			FY21 ACTUAL			FY22 ADPT		FY22 YR-END	
			BUDGET	FY22 ACTUAL	PRJ										
54	Beginning Balances		\$4,545,266	\$5,018,277	\$5,309,682	\$5,490,819	\$5,490,819	\$5,490,819.20							
55															
56	Capital Sources of Funds														
57	Interest Earning		\$ 150,689.7	\$ 137,878	\$ 42,734	\$37,000	\$9,900	\$37,000							
58	Capital Improv. Charges		\$ -	\$ 3,295	\$ -	\$3,000	\$6,590	\$6,600							
59	Depreciation Expense	CY Funded	\$ 327,634.7	\$ 150,467	\$ 146,066	\$147,353	\$109,801	\$147,400							
60	Total - Capital Sources of Funds		\$478,324	\$291,640	\$ 188,800	\$187,353	\$126,291	\$191,000							
61	Capital Uses of Funds														
62	Water System Improv & Construction Proj														
63	System Improvements/Replacement		\$ 5,312.7	\$ 235	\$ 3,274	\$25,000	\$556	\$25,000							
64	Water System Replacement		\$ -	\$ -	\$ 3,311	\$451,000	\$259,152	\$531,589							
65	Water Construction Projects		\$ -	\$ -	\$ -	\$0	\$0	\$0							
66	Other Equipment		\$ -	\$ -	\$ 1,078	\$55,000	\$54,077	\$136,393							
67	Contingencies		\$ -	\$ -	\$ -	\$0	\$0	\$0							
68	Contributions-ISF & Other Funds		\$ -	\$ -	\$ -	\$0	\$0	\$0							
69	Total - Capital Uses of Funds		\$5,313	\$ 235	\$ 7,663	\$531,000	\$313,785	\$692,982							
70	Net Capital Fund Balance		\$473,012	\$ 291,405	\$ 181,137	(\$343,647)	(\$187,494)	(\$501,982)							
71	Transfer to/fr O&M / Rate Stabilization Fund		\$0	\$ -	\$ -	\$0	\$0	\$0							
72	Ending Fund Balance		\$5,018,277	\$5,309,682	\$5,490,819	\$5,147,172	\$5,303,325	\$4,988,837							

WATERWORKS DISTRICT #38
LAKE SHERWOOD
OPERATIONS AND MAINTENANCE
FINANCIAL STATUS REPORT

CURRENT PERIOD ACTIVITIES TO AP9 FY22 (ENDING 3/31/2022)						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 21	FY 22	ACTUAL	Act/Adpt Bud	06/30/22
	EXPENDITURES					
1	System Maint. Supp. & Contract	65.5	125.6	54.4	43%	119.0
3	General Supplies	32.97	38.5	32.3	84%	39.3
5	Pump Station Replacement	14.14	10.0	1.1	11%	5.0
6	Emergency Repair	-	35.0	13.0	37%	23.0
7	PLC Replacement	-	5.0	-	0%	2.5
8	SCADA Radio Replacement	12.90	12.0	0.3	3%	22.1
10	Utility Billing System Maintenance	-	8.1	-	0%	8.1
11	Pipe Material/fittings, valves, pumps	5.49	5.0	7.6	152%	15.0
12	Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&II	-	12.0	-	0%	4.0
2	Indirect Cost Recovery	21.9	21.9	8.1	37%	21.9
4	Misc. Expense	46.8	62.2	9.8	16%	59.0
5	Other Professional Svcs	1.1	74.0	-	0%	44.0
6	Small Tools & Minor Equipment	20.7	14.5	1.2	8%	14.5
7	State Permit/Fees	6.4	6.0	8.7	145%	8.6
8	O&M Labor	389.0	544.8	274.8	50%	424.8
9	Mgmt & Admin Svcs	96.3	103.1	25.3	24%	103.1
10	Eng. & Tech. Surveys	-	48.0	-	0%	28.0
11	Water Analysis	0.6	4.5	0.4	9%	4.5
12	Cross Connection Fees	1.7	7.0	1.1	16%	7.0
13	Conservation Program	-	2.0	-	0%	2.0
3	Water Purchase	3,202.4	2,777.2	1,998.1	72%	2,861.4
5	Water System Power	38.7	36.0	58.4	162%	66.6
6	Depreciation Expense	146.1	147.4	109.8	75%	147.4
7	Contribution to other Funds	-	4.6	6.8	148%	6.8
8	Meter Purchase	60.1	13.0	0.5	4%	13.0
11	TOTAL EXPENDITURES	4,097.3	3,991.8	2,557.4		3,931.5
12	REVENUES					
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	8.1	3.0	1.1	38%	3.0
4	Permit & Line Ext. Fees	0.4	0.5	1.0	190%	1.0
6	Meter, Other Sales and Misc Rev.	17.8	37.5	40.6	108%	61.7
7	Water Sales	4,462.0	3,844.6	2,982.9	78%	4,090.2
8	TOTAL REVENUES	4,488.2	3,885.6	3,025.6		4,155.9
9	RESULT OF OPERATION	390.9	(106.3)	468.2		224.4
11	O&M Fund Balance Reserve:					
11	Beginning Fund Balance	\$1,906.5	\$2,297.5	\$2,297.5		\$2,297.5
12	Net of Operation	\$390.9	(\$106.3)	\$468.2		\$224.4
13	O&M Fund Balance Reserve:	\$2,297.5	\$2,191.2	\$2,765.7		\$2,521.9
14	Required O&M Fund Reserve: 25% of Exp.	\$1,024.3	\$998.0	\$639.3		\$982.9
15	O&M FBR vs Required Reserve	ok	ok	ok	ok	ok
	Total Expense - ADHOC	4,104.96	4,522.85	2,871.14		4,624.52
	Total Expense - Input Sheet	3,383.18	4,522.85	2,871.14		4,624.52
	Variance	721.8	-	-		-
	Total Revenue -ADHOC	4,530.98	3,925.60	3,042.09		4,199.50
	Total Revenue - Input Sheet	3,801.88	3,925.60	3,042.09		4,199.50
	Variance	729.10	-	-		-

WATERWORKS DISTRICT #38
LAKE SHERWOOD
OPERATIONS AND MAINTENANCE
FINANCIAL STATUS REPORT

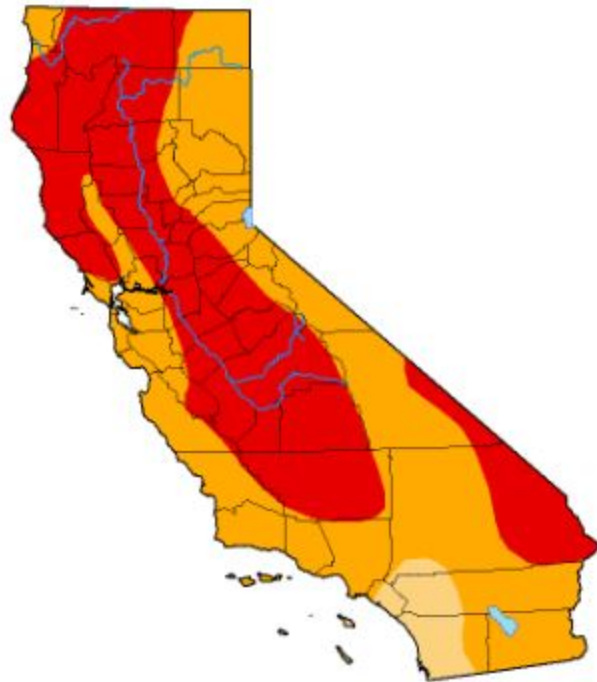
CURRENT PERIOD ACTIVITIES TO AP9 FY22 (ENDING 3/31/2022)		A	B	C	D	E	F	H
	ACTUAL	ADOPTED BUDGET	CURRENT PERIOD FY 22			% of	Year-End Projection	
DESCRIPTION	FY 21	FY 22	EXP/REV	ENC	TOTAL	Act/Bud	06/30/22	
EXPENDITURES								
1	<u>NON CAPITALIZED EXPENDITURES:</u>							
2	System Improvements/Replacement	3.3	25.0	0.6	0.0	0.6	2.2%	25.0
5	Sub-Total Non Capitalized Expenditures	3.3	25.0	0.6	0.0	0.6	2.2%	25.0
6	<u>WATER SYSTEM IMPROVEMENT/REPLACEMENT:</u>							
7	Water System Replacement	3.3	451.0	259.2	27.5	286.6	57.5%	531.6
10	Sub-Total Water System Improvement	3.3	451.0	259.2	27.5	286.6	57.5%	531.6
11	<u>WATER CONSTRUCTION PROJECT</u>		0.0	0.0	0.0	0.0		0.0
12	Water Construction Project	0.0	0.0	0.0	0.0	0.0	0.0%	0.0
13	Other Equipment	1.1	55.0	54.1	5.6	59.6		136.4
15	Sub-Total Water Water Construcrion Project	1.1	55.0	54.1	5.6	59.6	98.3%	136.4
16	Total Expenditures	7.7	531.0	313.8	33.1	346.8	158.0%	693.0
17	REVENUES						0.0%	
18	Interest Earning	42.7	37.0	9.9	0.0	9.9	26.8%	37.0
19	Capital Improv. Charges	0.0	3.0	6.6	0.0	6.6	219.7%	6.6
22	Total Revenues	42.7	40.0	16.5	0.0	16.5	41.2%	43.6
23	Net of Operation	35.1	(491.0)	(297.3)	(33.1)	(330.3)		(649.4)
24	Beginning Capital Fund Balance	5,309.7	5,490.8	5,490.8		5,490.8		5,490.8
25	Depreciation Expense	146.1	147.4	146.0		146.0		147.4
26	Ending Capital Fund Balance Reserve	5,490.8	5,147.2	5,339.5		5,306.5		4,988.8
27								
28								
29	SUMMARY OF CAPITAL FUND BALANCE				Capital	Funded	Total	
30				Acq Fund	Depr Fund	Cap Fund		
31		Beginning Fund Balance		1,803.8	3,687.0	5,490.8		
32		Revenue & Depreciation		43.6	147.4	191.0		
33		Expenditure & Encumbrances		136.4	556.6	693.0		
34		Ending Fund Balance		1,711.0	3,277.8	4,988.8		

4. DISTRICT STAFF REPORT

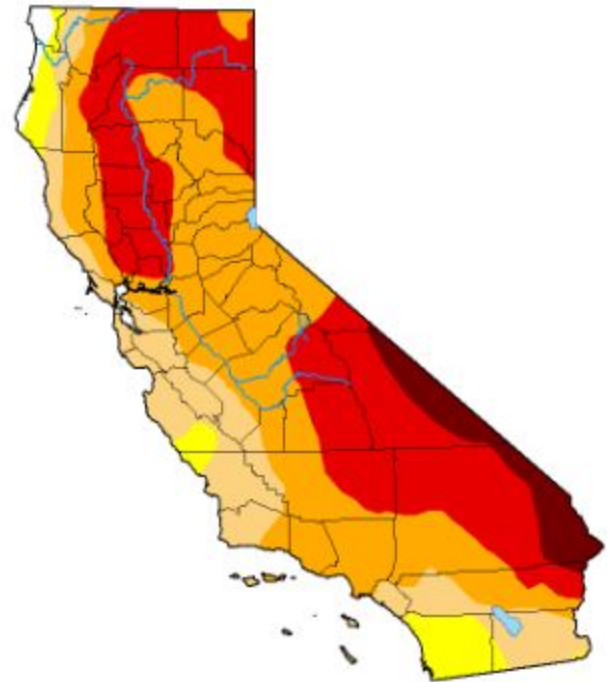
- B. WATER QUALITY REPORT – A report regarding water quality complaints, if any, received by the District since the previous CAC meeting and how these complaints were resolved.

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

Drought Classification



< April 12, 2022 >



< April 13, 2021 >

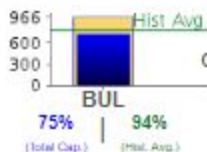
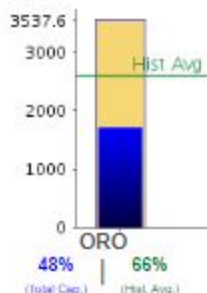
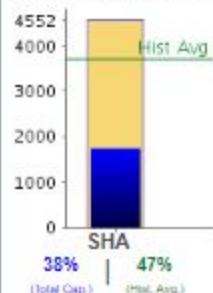


Statistics Comparison

Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4	DSCI
2022-04-12	0.00	100.00	100.00	95.75	46.87	0.00	343
2021-04-13	0.78	99.22	94.14	76.97	38.68	5.36	314
Change	0.78	-0.78	-5.86	-18.78	-8.19	5.36	-29

CURRENT CONDITIONS MAJOR WATER SUPPLY RESERVOIRS: 13-APR-2022

Data as of Midnight: 13-Apr-2022



Change Date: 13-Apr-2022

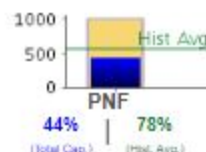
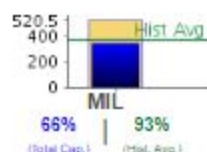
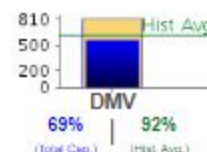
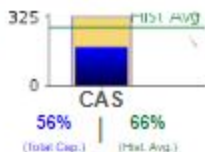
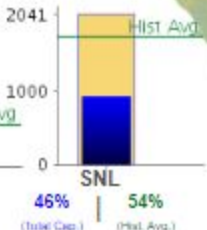
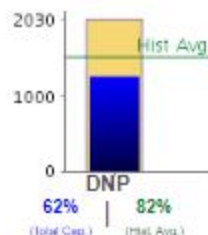
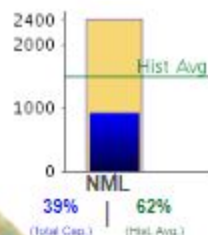
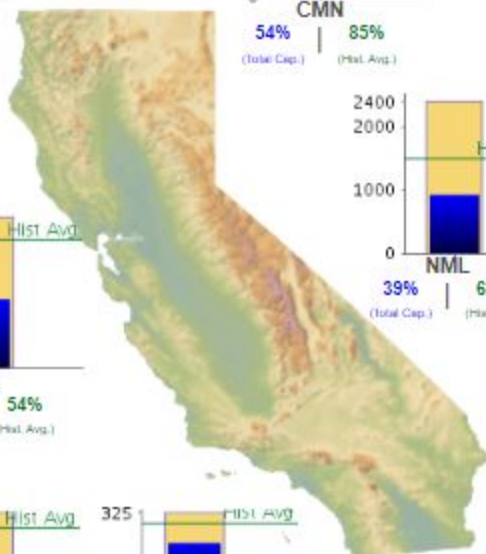


LEGEND

Blue Bar: Storage level for date
 Gold Bar: Total reservoir capacity
 Green Line: Historic level for date.

Capacity (TAF) ↑ Historical Avg Mark

% of Capacity | % Hist. Avg.
 (Click res. 3 char. code for details)



Click for printable version of current data.
 The CSI link has been disabled to zoom in, for the lack of historical data.

Report Generated: 14-Apr-2022 7:40 AM

4. DISTRICT STAFF REPORT

- D. 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.

STEVE BLOIS, PRESIDENT
DIVISION 5

RAUL AVILA, SECRETARY
DIVISION 1

ANDY WATERS, DIRECTOR
DIVISION 3



ANDRES SANTAMARIA, VICE PRESIDENT
DIVISION 4

SCOTT H. QUADY, TREASURER
DIVISION 2

ANTHONY GOFF
GENERAL MANAGER

web site: www.calleguas.com

2100 OLSEN ROAD • THOUSAND OAKS, CALIFORNIA 91360-6800 805/526-9323 • FAX: 805/522-5730

NEWS RELEASE

Contacts: Anthony Goff, General Manager, (805) 526-9323
Dan Drugan, Manager of Resources, (805) 579-7185

April 7, 2022

Calleguas Declares Stage 3 Water Shortage and Prepares for Reduction in Imported Water Supply

Mandatory water conservation actions will be required to extend limited State Water Project supplies

At its April 6th meeting, the Calleguas Municipal Water District (Calleguas) Board of Directors voted unanimously to declare a Stage 3 Water Shortage and called for all water users within its service area to immediately reduce their use of water by up to 30 percent.

California just recorded its driest January through March on record, entering a third consecutive year of drought. On March 18th, the Department of Water Resources, operator of the State Water Project (SWP), announced that water agencies throughout California should prepare for only 5 percent of a full supply for 2022. With limited local sources of water, the Calleguas Municipal Water District (Calleguas) service area depends heavily on imported water from the SWP purchased through the Metropolitan Water District of Southern California (MWD).

MWD's service area includes most of Southern California, from Ventura County to San Diego County and east to Riverside and San Bernardino counties. While MWD imports water from both the SWP and the Colorado River, portions of its service area are unable to receive much Colorado River supply due to system constraints and are therefore considered SWP-dependent areas. MWD's SWP-dependent Member Agencies include Calleguas, Las Virgenes Municipal Water District, Los Angeles Department of Water & Power, the City of Burbank, and portions of the San Gabriel Valley and the Inland Empire. Together these SWP-dependent agencies serve 6.6 million of the total 19 million people in MWD's service area.

With only 5 percent of its SWP allocation, MWD indicated there are insufficient supplies to meet current demands for water in the SWP-dependent portions of its service area. Therefore, MWD

is currently developing a water rationing structure for the SWP-dependent agencies that would require retail water agencies to impose mandatory conservation measures, limit water use to essential needs only, and encourage conservation to extend limited water supplies and prepare for a potential fourth year of drought. MWD's board will consider taking action on these items this month, with implementation of mandatory conservation measures to begin in May.

The drought emergency is affecting all Californians. On March 28, Governor Newsom issued Executive Order N-7-22 which directs a number of actions in response to the historic drought conditions we are currently facing. Among these actions are steps to increase water conservation, emergency regulations requiring all water providers to implement a minimum Stage 2 of their Water Shortage Contingency Plans, and groundwater recharge programs. The Executive Order also directs the Water Board to consider adopting emergency regulations to prohibit watering "non-functional turf", or turf that serves only ornamental purposes, in the commercial, industrial, and institutional sectors during the ongoing drought emergency, thereby conserving precious supplies.

"We are escalating the urgency of this drought now so that our communities can plan for mandatory water conservation measures this summer," stated Calleguas General Manager Anthony Goff. "Expect limitations on outdoor water use for the remainder of the year as we continue to plan for the possibility of a fourth consecutive dry year."

###

Calleguas is one of twenty-six member agencies of the Metropolitan Water District of Southern California providing water service to three quarters of Ventura County's population. Through 19 retail water agencies, Calleguas provides water to the cities of Simi Valley, Thousand Oaks, Moorpark, Camarillo, Oxnard, Port Hueneme and surrounding unincorporated areas including Oak Park, Santa Rosa Valley, Las Posas Valley, Somis, and Naval Base Ventura County.

RESOLUTION NO. 2041

RESOLUTION OF THE BOARD OF DIRECTORS
OF CALLEGUAS MUNICIPAL WATER DISTRICT
DECLARING A STAGE 3 WATER SHORTAGE
AND CALLING FOR IMPLEMENTATION OF
MANDATORY CONSERVATION MEASURES

WHEREAS, Calleguas Municipal Water District (Calleguas or District) is responsible for providing a reliable supply of high-quality, supplemental water to the communities of southeastern Ventura County; and

WHEREAS, Calleguas is reliant upon deliveries of water imported by the Metropolitan Water District of Southern California (Metropolitan) from the California State Water Project (SWP), and is considered a SWP dependent agency within the Metropolitan service area; and

WHEREAS, the State of California has entered a third consecutive year of drought during which annual precipitation, snowpack, and resultant runoff levels have been markedly below that which is needed to both adequately replenish key reservoirs and meet current water demands; and

WHEREAS, in June 2021, Calleguas adopted an Urban Water Management Plan pursuant to the California law, which includes a Water Shortage Contingency Plan (WSCP) that is triggered during Water Shortage conditions and describes staged actions the District may take to manage demand and allocate available supplies; and

WHEREAS, on August 18, 2021, the Board of Directors of Calleguas adopted Resolution 2024 which declared a Stage 2 Water Shortage and called for enhanced water use efficiency efforts; and

WHEREAS, on October 19, 2021, Governor Gavin Newsom proclaimed that a state of emergency exists in all California counties due to severe drought conditions, and called on all local and regional water suppliers to implement WSCPs that are responsive to local conditions; and

WHEREAS, on November 9, 2021, Metropolitan declared that specified drought emergency conditions exist within its service area and called on all member agencies to immediately implement conservation to reduce the use of SWP supplies; and

WHEREAS, on November 17, 2021, the Board of Directors of Calleguas adopted Resolution 2033 which called upon those purveyors receiving water from Calleguas to implement appropriate measures to achieve a 15 percent reduction in demands from 2020 to extend SWP storage reserves; and

WHEREAS, on March 18, 2022, the California Department of Water Resources (DWR) announced that it reduced the calendar year 2022 SWP allocation to five percent, and current projections indicate that the final allocation will remain five percent; and

WHEREAS, DWR has a limited supply of water available for SWP contractors to utilize for Human Health and Safety (HH&S) but that access to HH&S water requires: the contractor to demonstrate robust conservation efforts with mandatory requirements; the repayment of all HH&S water in future years; and future investments to reduce reliance on the SWP to meet HH&S needs; and

WHEREAS, Metropolitan announced that, in light of the five percent SWP allocation, there are insufficient supplies to meet normal demands in SWP dependent areas in calendar year 2022, even with the utilization of HH&S water; and

WHEREAS, Metropolitan is developing an approach to allocate water to its SWP dependent Member Agencies which is expected to be based on DWR's 55 gallons-per-capita-per day (GPCD) indoor water use target, including HH&S water use requirements established by DWR, and will incorporate a water balance target that considers all available potable supplies to serve the population within the SWP dependent areas in calendar year 2022; and

WHEREAS, GPCD potable water use within the Calleguas service area is approximate 175 GPCD, and the initial water balance target for calendar year 2022 proposed by Metropolitan for its SWP dependent areas is 135 GPCD, which represents a water use target reduction of more than 20 percent; and

WHEREAS, on March 28, 2022, Governor Newsom issued Executive Order N-7-22 calling on each urban water supplier that has submitted a WSCP to implement, at a minimum, a Level 2 Water Shortage, and encourages conservation based on a shortage level of up to thirty percent (Level 3 Water Shortage); and

WHEREAS, Calleguas Ordinance 12 codifies rules and regulations for water service, including service during times of Water Shortage.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Board of Directors of Calleguas Municipal Water District, in accordance with its Water Shortage Contingency Plan, hereby declares that a Stage 3 Water Shortage exists in its service area.

BE IT FURTHER RESOLVED that water users within the Calleguas service area should immediately reduce their water use by up to thirty percent and implement feasible water use efficiency measures in an effort to extend stored SWP water supplies and minimize effects associated with prevailing drought conditions. The statewide Save Our Water conservation campaign at saveourwater.com provides simple ways for all water users to reduce water use in their everyday lives.

Res. No. 2041

BE IT FURTHER RESOLVED that, when Metropolitan formally adopts its water allocations for Calleguas, Calleguas will impose appropriate regulations, restrictions, and penalties pursuant to Ordinance 12 and California Water Code §§350 et. seq. and California Water Code §§71640 et seq to implement mandatory actions to further preserve water supplies necessary to meet health and safety water demands.

ADOPTED, SIGNED AND APPROVED this sixth day of April, 2022.

Steve Blois, President
Board of Directors

I HEREBY CERTIFY that the foregoing Resolution was adopted at the regularly scheduled meeting of the Board of Directors of Calleguas Municipal Water District held on April 6, 2022.

ATTEST:

Raul Avila, Secretary
Board of Directors

(SEAL)



Draft Proposal for State Water Project Emergency Conservation Program

SWP Dependent Area Coordination Meeting
April 6, 2022

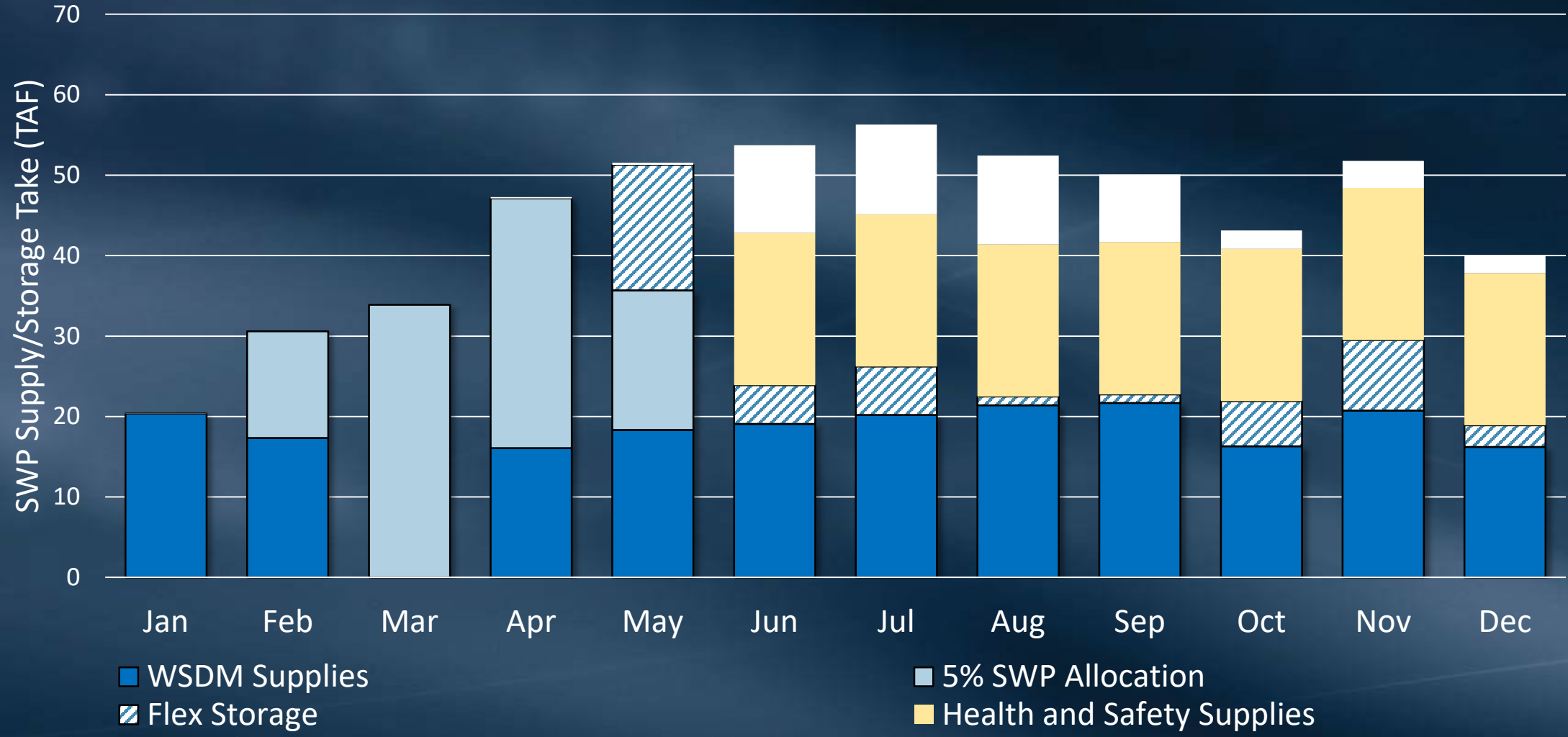
Updated Schedule and Next Steps

Date	Action
Mar. 18	<ul style="list-style-type: none">• State Water Project allocation reduced to 5%, plus Health and Safety Supply if needed
Apr. 6	<ul style="list-style-type: none">• SWP Dependent Area Coordination Meeting
Apr. 12	<ul style="list-style-type: none">• Information on a proposed Water Shortage Emergency Condition and Conservation Program to Preserve Metropolitan's Supplies in the State Water Project Dependent Areas
Apr. 26	<ul style="list-style-type: none">• Public Hearing & Board Action to provide GM authority to establish SWP Emergency Conservation Program
May	<ul style="list-style-type: none">• Certify actions in May (May 31)• Compliance period begins (Jun. 1)

2022 SWP Dependent Area Monthly Demands

Draft

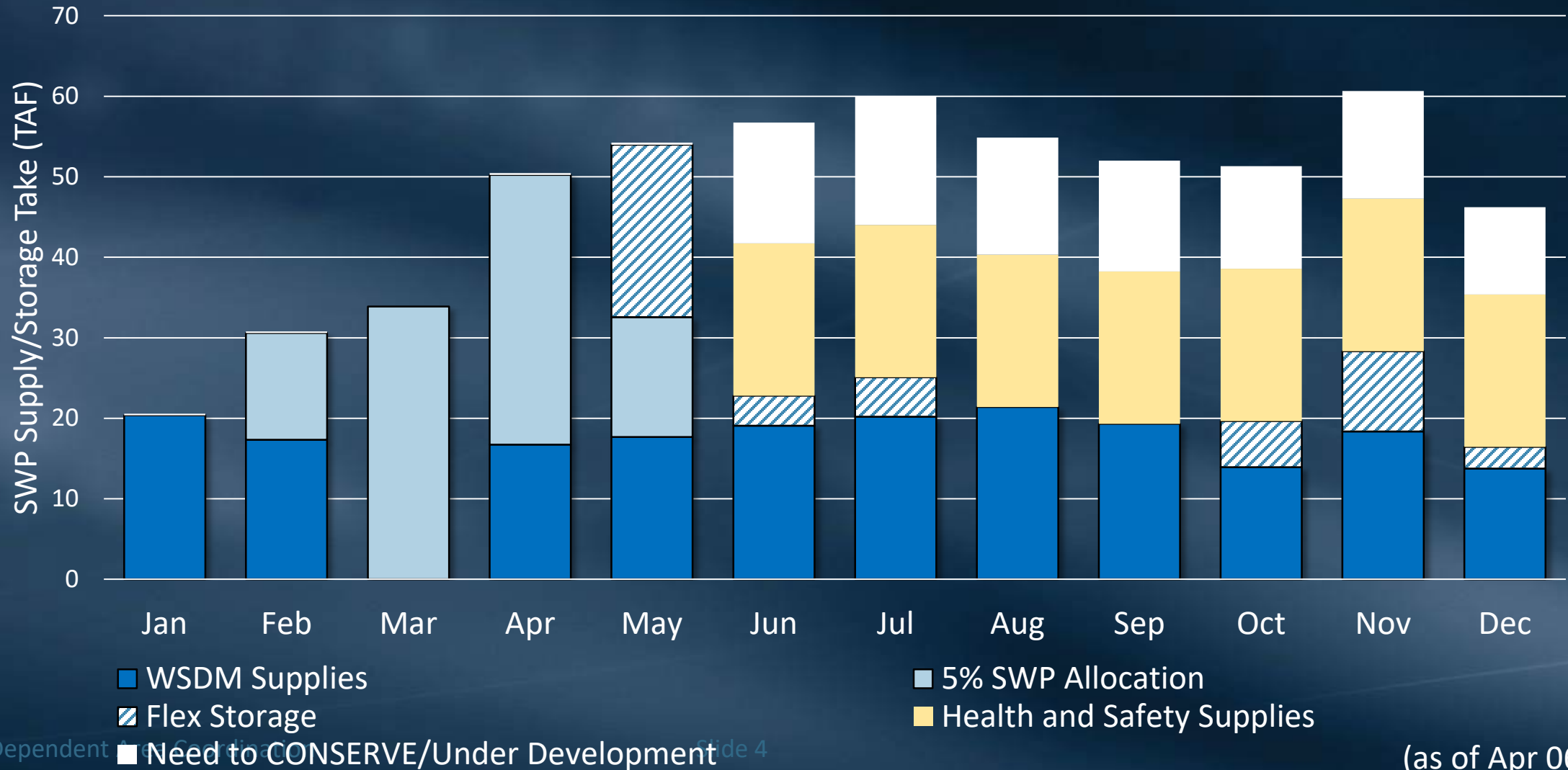
After Drought Actions – With 5% Allocation Normal Demand



2022 SWP Dependent Area Monthly Demands

After Drought Actions – With 5% Allocation High Demand

Draft



SWP Emergency Conservation Program

- Proposed Elements of Board Action
 - Express support for Governor's Executive order N-7-22
 - Declare a Water Shortage Emergency Condition
 - Two-Stage Watering Restrictions (1x/week and total ban)
 - Regular reporting of progress (MWD deliveries, local supplies, other measures)
 - General manager authority to implement outdoor watering ban
 - General Manager finalizes terms (w/in guidelines)
 - Return to Board to change plan (gpcd-based or hybrid plan)

Framework

- Agency receiving SWP supplies must implement and enforce a outdoor watering restrictions (1-day/week or total ban)
- Penalty of \$2,000 per acre-foot assessed on all supplies delivered
- Watering restrictions and penalties avoided if eliminate SWP use
- Ability to implement new method (w/Board approval)
 - GPCD Based or Hybrid
 - Floor of 100 GPCD for all before reducing further

Assistance Provided (in addition to normal programs)

- Access to Member Agency Administered Program funding for enforcement assistance
- Assistance with public messaging

Preview of Public Information and Urgent Messaging



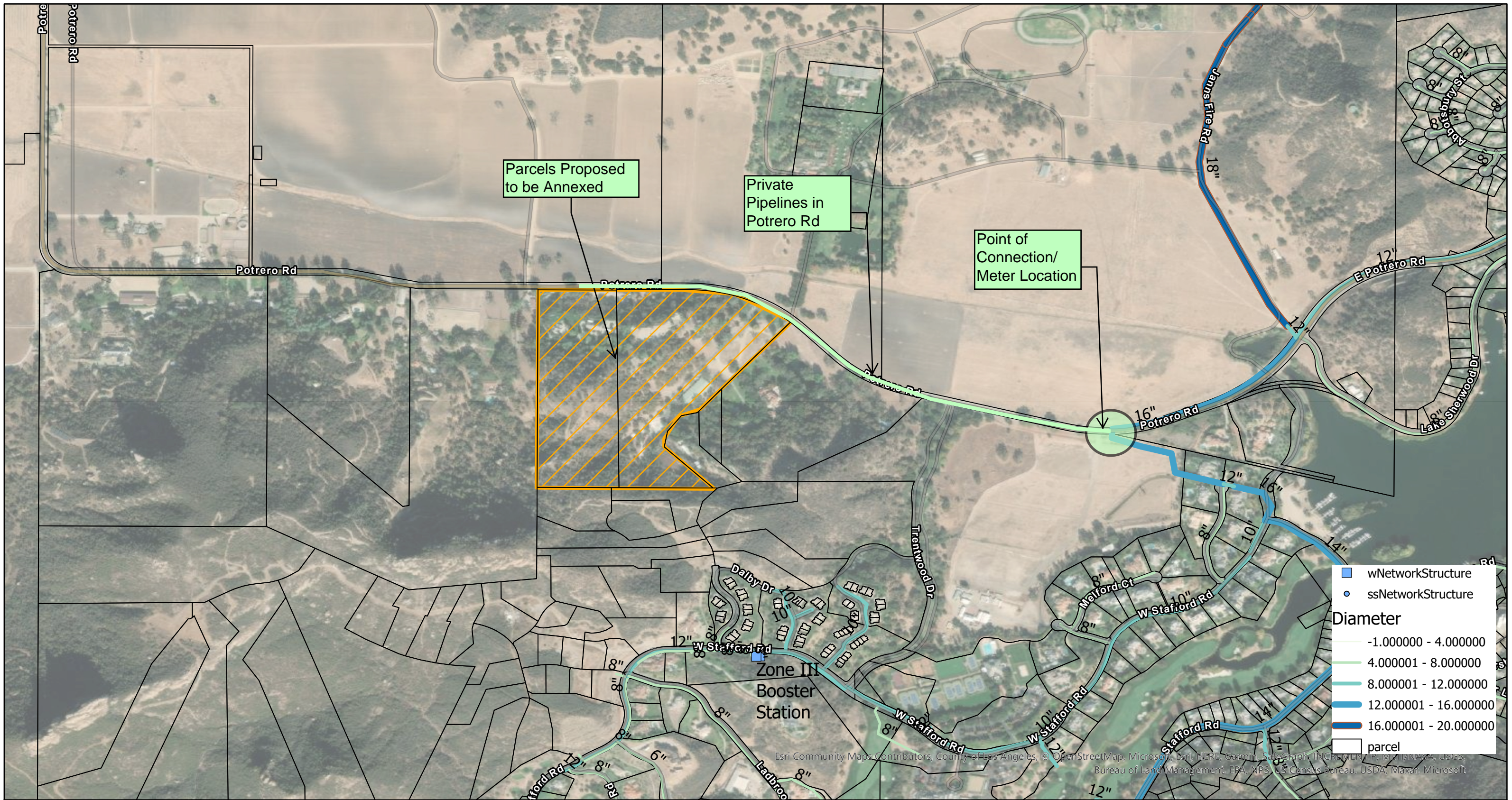
4. DISTRICT STAFF REPORT

- E. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
- F. 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 presenting, before the Ventura County Board of Supervisors
- May 10, 2022 – Stage 3 Shortage Declaration
 - May 24, 2022 – D38 Potrero Annexation
 - ACTION ITEM: Approval of the submission of the annexation application to the Board of Waterworks District #38.

Potrero Annexation

- ▶ Reason for Annexation Request:
 - ▶ Declining Groundwater Quantity
 - ▶ Poor Groundwater Quality – Arsenic
 - ▶ Lack of Adequate Fire Water

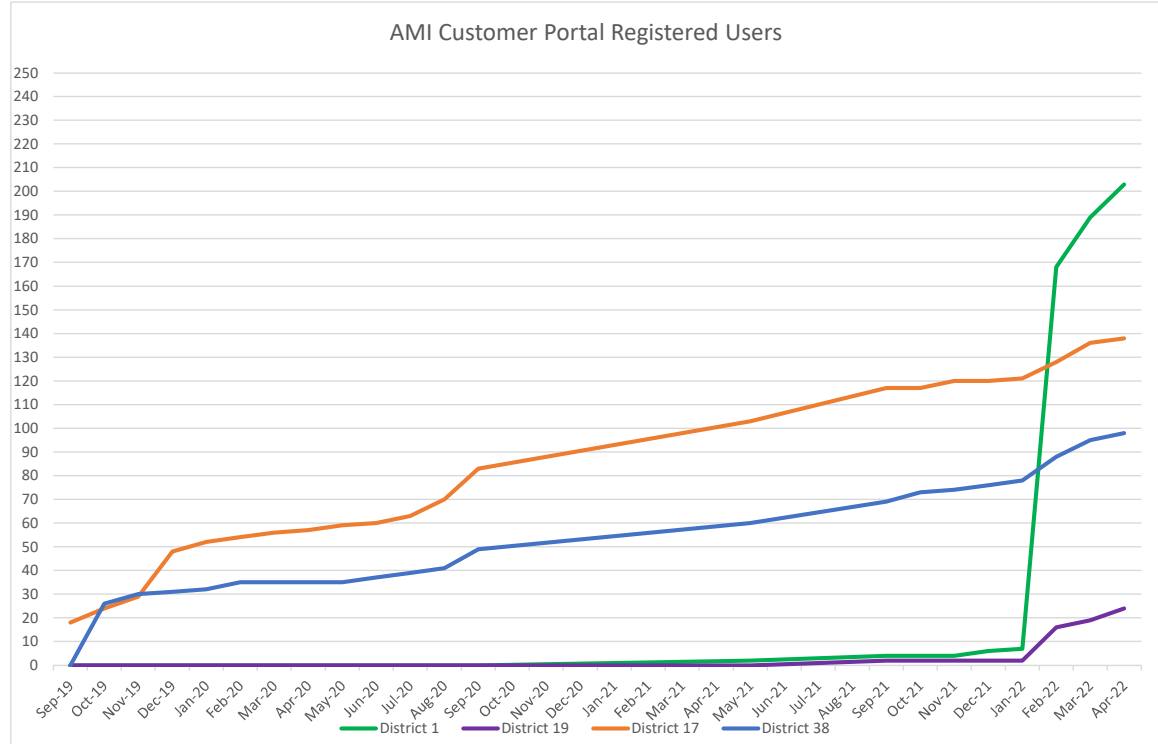
Property Summary				
APN	West Potrero Road Address	Property Size (acres)	Potable Water Service	Fire Service
692-0-010-040	700	20.1	1.5”	6”
692-0-010-050	600	20.0	1.5”	



4. DISTRICT STAFF REPORT

- G. 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
Feb-22	168	16	128	88
Mar-22	189	19	136	95
22-Apr	203	24	138	98



4. DISTRICT STAFF REPORT

- H. CAPITAL PROJECTS REVIEW - The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
 - No capital projects currently.

- I. DISTRICT 38 OPERATIONS AND MAINTENANCE QUARTERLY REPORT
 - An update on Operations and Maintenance for the third quarter of Fiscal Year 2022 (January 1, 2022 through March 31, 2022).



District 38 O&M Updates

FY 2022 – Third Quarter (Jan. 1, 2022 to Mar. 31, 2022)

Operations & Maintenance – Distribution Repairs

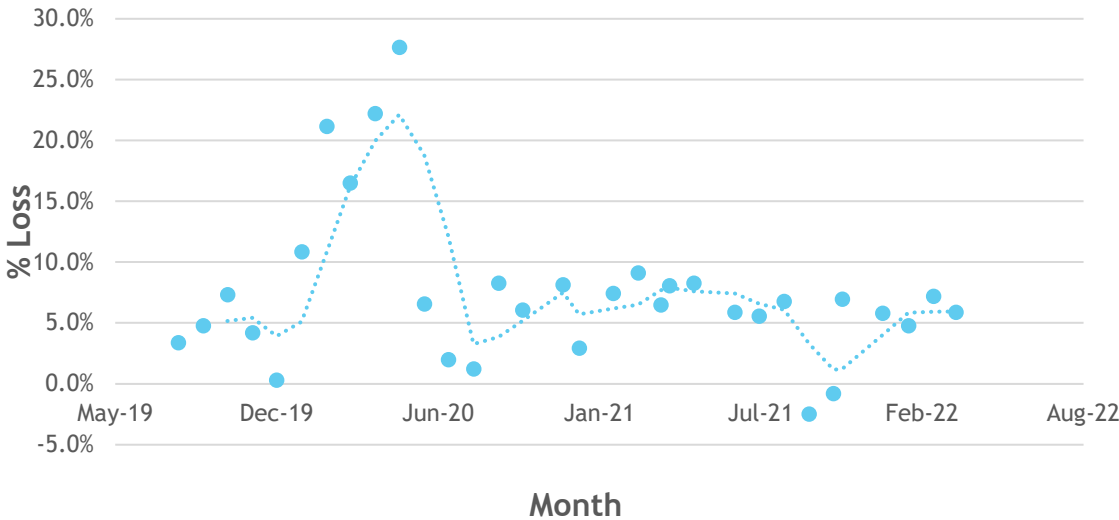
- ▶ Number of Main Line Repairs and Service Leaks: 0
- ▶ Hydrant Leaks: 0
- ▶ Fire Flow Tests:
- ▶ Replaced 12" meter at Zone II Pump Station
- ▶ Replaced 8" meter at Zone III Pump Station
- ▶ Installed Zone II Reservoir SCADA control box

Operations & Maintenance – Source Water

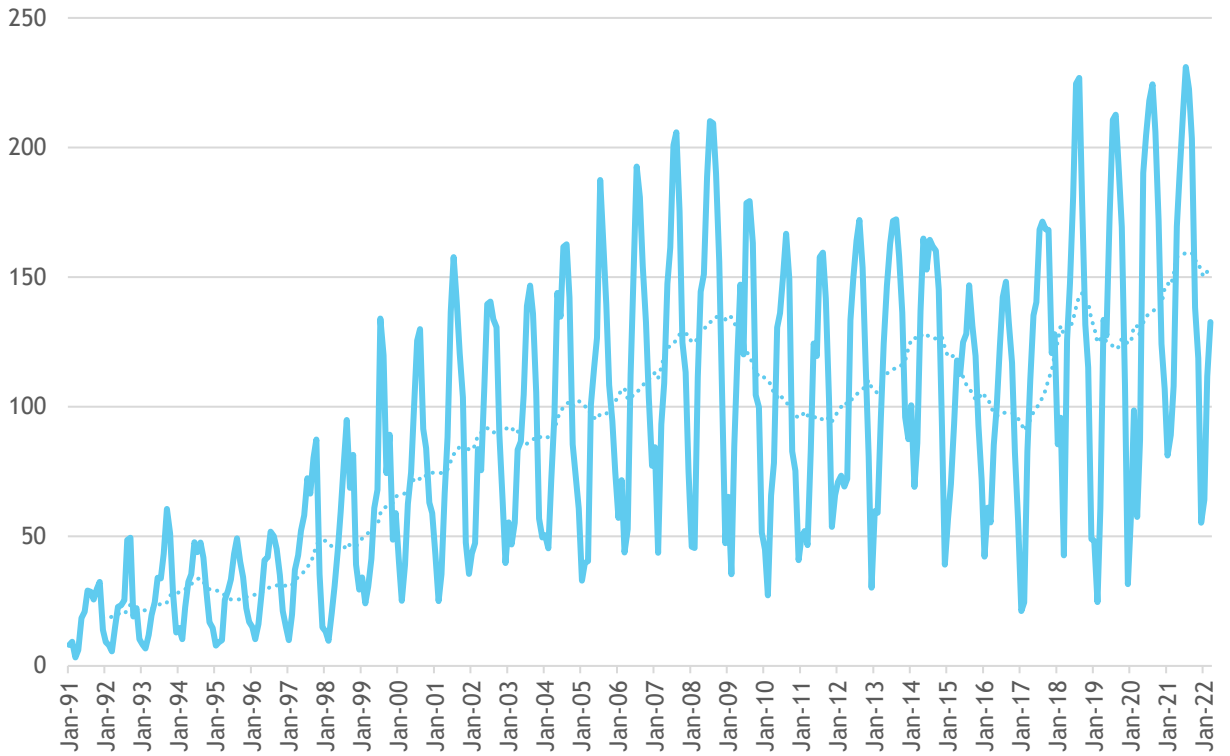
▶ CMWD

- ▶ 313 AF Delivered in FY22 Q3
- ▶ 18.9 AF (6.1%) Water Loss in Quarter

% Water Loss (Consumed VS CMWD)

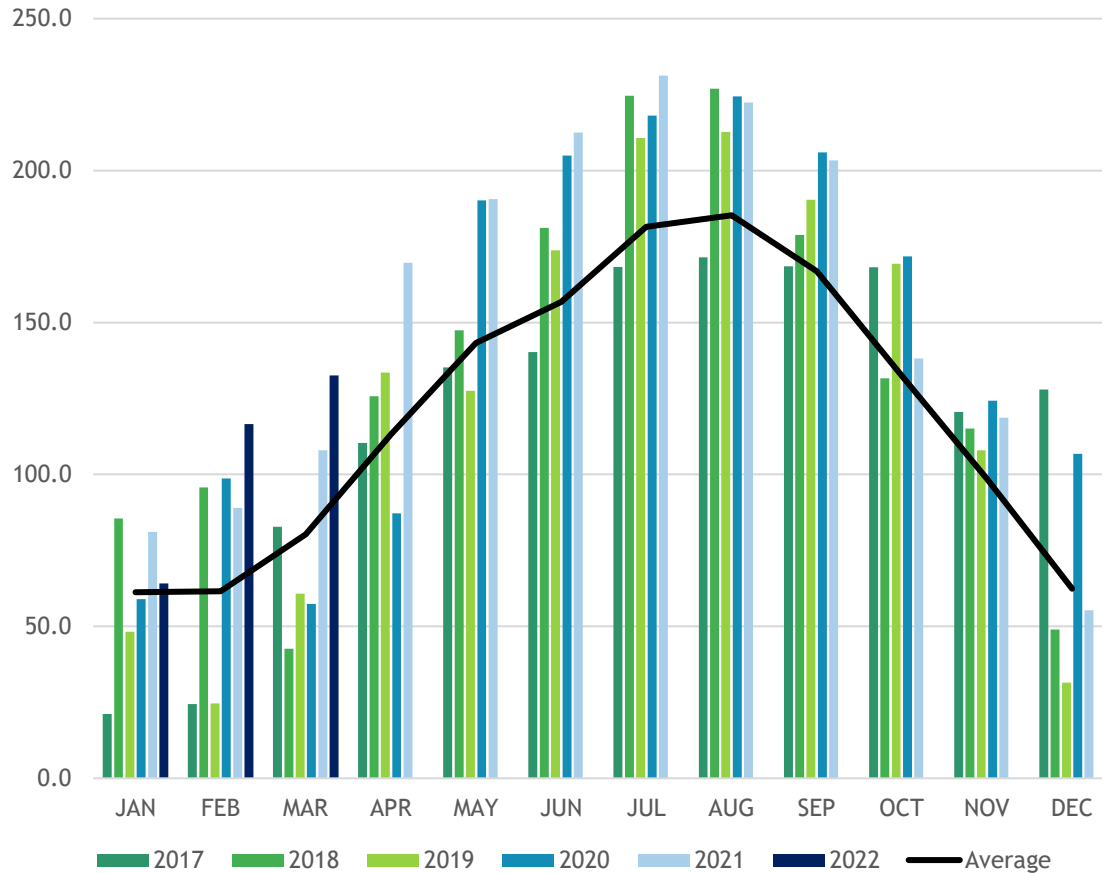


CMWD Purchase (AF)



Operations & Maintenance – Purchases (AF)

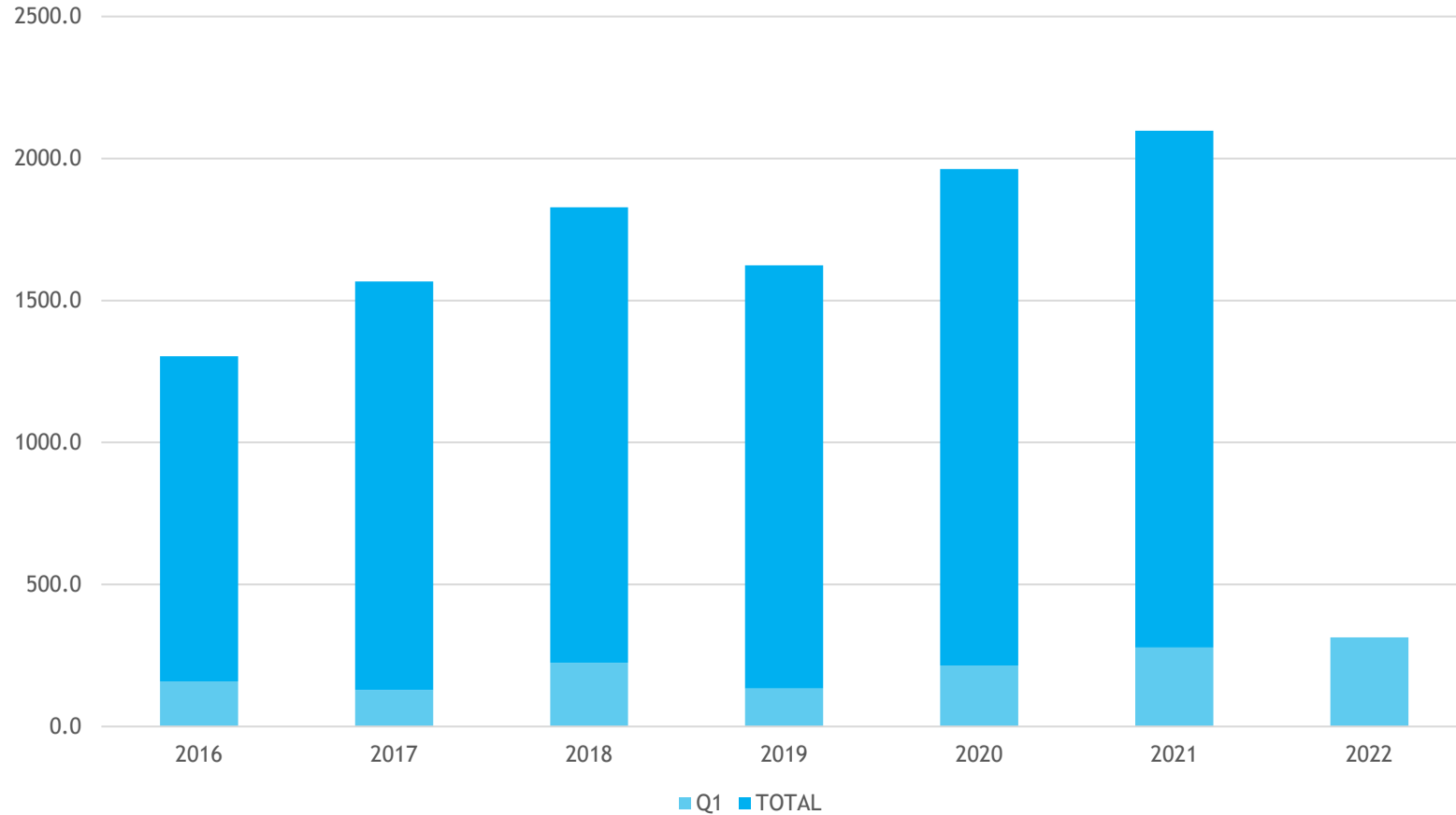
Distict 38 Monthly Demand (AF)



	2017	2018	2019	2020	2021	2022	AVG
JAN	21.1	85.5	48.2	58.9	81.1	64.1	61
FEB	24.4	95.7	24.6	98.6	89.0	116.6	62
MAR	82.7	42.6	60.7	57.4	107.9	132.6	80
APR	110.3	125.7	133.5	87.2	169.6		113
MAY	135.2	147.4	127.5	190.2	190.6		143
JUN	140.3	181.1	173.8	204.9	212.5		157
JUL	168.3	224.6	210.7	218.1	231.3		181
AUG	171.4	226.9	212.7	224.4	222.5		185
SEP	168.5	178.8	190.4	206.0	203.4		167
OCT	168.2	131.6	169.3	171.8	138.2		132
NOV	120.6	115.1	107.9	124.2	118.7		98
DEC	127.9	48.9	31.5	106.8	55.2		62
TOTAL	1438.9	1603.9	1490.8	1748.5	1820.0		1,443
Q1	128.2	223.8	133.5	214.9	278.0	313.3	203.0

Cumulative Periodic and Annual Demands

District 38 Cumulative Q1 and Annual Demands (AF)



Customer Service and Meter Reading

- ▶ Replaced 11 meters
 - ▶ \$5,408
- ▶ Customer Account Activity (turn on/off)
 - ▶ \$3,243 labor
 - ▶ Delivered 44 pending Shut-off notices
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
 - ▶ \$1,730 labor
- ▶ Line Locations
 - ▶ \$1,771 labor
- ▶ New webpage to promote Customer Portal:
 - ▶ <https://www.vcpublicworks.org/wsd/customerportal/>

Operations & Maintenance – Looking Forward

- ▶ Meter replacement and bench testing
- ▶ Install 14” gate valve on Stafford Road
- ▶ Valve abandonment on Potrero Road



Questions?

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.

5. COMMITTEE MEMBERS' COMMENTS/ FUTURE AGENDA ITEMS

6. ADJOURNMENT

***The next District 38 Citizens' Advisory Committee meeting is scheduled for July 21, 2022.**