

October 24, 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 Citizens' Advisory Committee will be held **Thursday, October 27, 2022** from 3:30 p.m. to adjournment at the **Sherwood Lake Country Club, 341 Williamsburg, Thousand Oaks, CA 91361**

Committee members and members of the public are also invited to attend the meeting via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (3:30 p.m.) dial the number (669) 900-6833, when prompted enter the meeting ID 470 052 7072. You can also join the meeting by visiting this link - **Join Zoom Meeting** <https://us02web.zoom.us/j/4700527072>

Advisory Committee Members: Please contact the District Office by telephone at (805-378-3005), or by email at wspc@ventura.org, no later than October 19, 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 JULY 21, 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
 - 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 first quarter of Fiscal Year 2022 (July 1, 2022 through September 30, 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.
 - Water Rates Presentation
 - Future Staffing Levels in Water and Sanitation
5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
 6. ADJOURNMENT

***The next District 38 Citizens' Advisory Committee meeting is scheduled for January 26, 2023.**

****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 JULY 21, 2022 MEETING**

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

COMMITTEE MEMBERS ABSENT:

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
Vimie Alvarez, Principal Accountant
Gilberto Minero, Staff Services Specialist
Brendan Gonzalez, Acting Management Assistant

GUESTS: Kate Neiswender
Ralph Hurst
Steve Offerman, Office of Supervisor Parks

1. CALL TO ORDER

The meeting was called to order at 3:36 p.m.

2. APPROVAL OF THE MINUTES OF THE APRIL 28, 2022, MEETING

Mr. Goodman moved to approve the minutes as provided by staff. Dick Hibma seconded this motion, Leslie Martinelli approved this motion as well.

Vote: Ayes - 3, Nays- 0, Absence- 0, Abstained- 0

3. PUBLIC COMMENTS

A. Should we return to in person meetings? Dick Hibmas suggested that we should, it is inefficient to continue with the Zoom meetings, in terms with the communications with members. I believe we should have the meetings in the community that the water company services. Joe said that he will go ahead and make that happen. We will reserve the conference room at the

clubhouse, that we used prior to Covid. We will still have the option of Zoom. Keeping Thursdays for meetings and they will be set up locally.

4. DISTRICT STAFF REPORT –

A. Budget and Financial Review:

- Mr. Pope displayed and discussed the Operations and Maintenance Financial Status Report as of end of June, included in the agenda packet. Looking at the Yearend #'s there may be some incumbrances that haven't cleared yet. Bottom line the financials look very strong. We did not raise rates this year, so looking good.
- Mr. Pope asked if any member had questions, and no member spoke up with any questions.

B. Water Quality Report

- Mr. Pope stated that there were three water quality issues since the last meeting. One customer was complaining of too high pressure, we recommended they check their regulator to the house. The issue was determined to be a customer regulator issue. Odor issues were resolved.

C. Water Supply Conditions

- Mr. Pope said no changes for the severe drought in CA showing the Drought Classification. Reservoirs to no changes for the better.

D. Calleguas Municipal Water District / Metropolitan Updates

- Mr. Pope stated that the City of Camarillo sent an email to Metropolitan Water District basically being critical of the infrastructure. Basically, treat everyone all the same with the water restrictions. Everyone is united with the messaging to Metropolitan on the infrastructure projects, Camarillo and Supervisor Ramirez agree. Met is hearing and starting to accelerate their infrastructure. We will be treated same as Colorado River residents. Letters are attached for your information.

E. Update on Avenues of Public Outreach

- Mr. Pope discussed that we did send out a lot of information on water conservation. We had a Calleguas outage for about a day. Our tanks were relatively full. We sent out a bridge to Sherwood to be extra cautious using water, until we were up and running. It didn't take long, and we only had to shield a few calls regarding the outage.

F. Board Letter Tracker

- May 24, 2022, D38 Potrero Annexation

The Board approved. Were in the process of putting the package together. Ryan Lippincott is working on this project.

G. Update on Advanced Metering Infrastructure

- Mr. Pope explained the AMI tracker and the number of people registered. District 38 is doing good; we would like to see more sign up.

H. Capital Projects Review

- None currently.

I. Operations and Maintenance Quarterly Report

- Mr. Meckstroth displayed and discussed the PowerPoint presentation April 1st to June 30th. We had 1 service leak, damaged by contractor. 1 hydrant leak damaged by vehicle. Installed a new 14" gate valve on Stafford Rd, wrapping that project up.
- Water source, we are trending at about 5% loss, which is typical with well-run system.
- The last 5 years, notable savings in June. Min and Average on the chart. Do not think we will get much lower than this.
- Cumulative Periodic and Annual Demands chart. May into June were trending lower. Hopes to get it lower.
- Customer Service and Meter Reading costs.
- Looking forward, conservation. Thinking of bringing in security system to do water monitoring. Russ Goodman suggested watering 3 days a week at 5 minutes vs 1 day 15 minutes. Meckstroth/Pope both explained why the one day a week. Drip systems are best on trees/plants. If we see excessive watering and on days of the week other than Sat/Sun. You guys are doing good about 30% as shown on GPCD per month chart.

J. Director's Informational Items

- None

5. Committee Members' Comments/Future Agenda Items

- Dick asked HOA is taking grassy area, putting in new irrigation system. I heard the water dept has paid the HOA to replace the grass. Is that paid through our district? It is paid through Metropolitan/Calleguas from your water bills, money set aside for these projects. Total rebates are budgeted revenue.
- ACTION ITEM: We will make a reservation with internet service Oct 27th meeting, we meet in person with zoom for others.

6. **ADJOURNMENT**

The meeting was adjourned at 4:12 p.m.

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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 AP2 FY22 (ENDING 8/31/2022)									
Waterworks District #38 Lake Sherwood									
ADHOC Details Report									
1	Total Beginning Balances		\$6,102,277	\$6,647,066	\$7,216,227	\$7,788,307	\$7,930,690	\$7,930,690	7,930,690.17
2	Total Ending Balances		\$6,647,066	\$7,216,227	\$7,788,307	\$7,930,690	\$7,597,121	\$8,105,885	7,593,500.42
3									
4	Total Proposed Targets		\$1,204,860	\$1,209,188	\$1,470,529	\$1,411,941	\$1,422,066	\$132,303	1,435,449.03
5	Alert		ok	ok	ok	ok	ok	ok	ok
6	O&M/ Rate Stab Fund		FY19	FY20	FY21	FY22	FY23 ADPT	FY23	FY23 YR-END
			ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PRJ
7	Beginning Balances		\$1,557,011	\$1,628,788	\$1,906,545	\$2,297,488	\$2,579,524	\$2,579,524	\$2,579,524.17
8	O&M Revenue								
9	Interest Earnings		\$0	-	-	-	-	\$0	\$0
10	Planning and Eng. Svcs External		\$14,715	2,649	8,071	3,356	3,000.0	\$0	3,000
11	Permit & Line Ext. Fees		\$445	465	360	1,470	1,000.0	\$580	\$1,000
12	Meter, Other Sales and Misc. Rev.		\$34,320	23,074	17,772	53,867	30,318.2	\$6,891	\$36,616
13	Water Sales		\$3,458,385	3,634,514	4,462,041	4,193,647	3,882,863.4	\$499,340	\$3,933,279
14	Total - O&M Revenue		\$3,507,865	\$3,660,702	\$4,488,244	\$4,252,340	\$3,917,182	\$506,811	\$3,973,895
15	O&M Expenditure								
16	System Maint. Supp. & Contract		\$146,776	53,714	65,508	159,470	126,000.0	\$487	\$171,800
17	Indirect Cost Recovery		\$12,913	20,055	21,939	16,266	21,365.0	\$0	\$21,400
18	Misc. Expense		\$42,458	43,028	46,805	34,967	60,158.0	\$6,400	\$64,500
19	Other Professional Svcs		\$23,225	861	1,075	481	74,000.0	\$0	\$74,000
20	Small Tools & Minor Equipment		\$9,969	14,112	20,726	1,557	25,000.0	\$0	\$25,000
21	State Permit/Fees		\$6,803	5,700	6,398	9,126	9,500.0	\$1,140	\$9,000
22	O&M Labor		\$293,826	299,230	389,018	394,432	509,400.0	\$39,748	\$509,085
23	Mgmt & Admin Svcs		\$105,100	88,900	96,300	109,000	118,300.0	\$0	\$118,300
24	Eng. & Tech. Surveys		\$0	-	-	-	28,000.0	\$0	\$28,000
25	Water Analysis		\$814	280	566	1,255	4,500.0	\$0	\$4,500
26	Cross Connection Fees		\$1,500	2,657	1,700	2,100	7,000.0	\$0	\$7,000
27	Water Purchase		\$2,403,194	2,653,734	3,202,405	3,000,872	2,912,527.6	\$259,480	\$2,896,000
28	Water System Power		\$28,074	32,917	38,695	73,561	42,000.0	(\$2,623)	\$42,000
29	Depreciation Expense		\$327,635	150,467	146,066	146,267	146,067.0	\$24,845	\$146,100
30	Contribution to other Funds		\$8,002	792	-	8,551	29,800.0	\$0	\$29,800
31	Meter Purchase		\$25,800	16,500	60,100	12,400	20,000.0	\$0	\$20,000
32	Conservation Program		\$0	-	-	-	1,500.0	\$0	\$2,000
33	Contingencies		\$0	-	-	-	-	\$0	\$0
34	CFR Adjustment - Depreciation adj		\$0	-	-	-	-	\$0	\$0
35	Total - O&M Expenditure		\$3,436,087	\$3,382,946	\$4,097,301	\$3,970,304	\$4,135,118	\$329,477	\$4,168,485
36	Net of Operation		\$71,777	\$277,757	\$390,943	\$282,036	(\$217,936)	\$177,334	(\$194,590)
37	Transfer to/fr Capital Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0
38	Reserve for Cap. Deprec		\$0	\$0	\$0	\$0	\$0	\$0	\$0
39	Ending Fund Balance		\$1,628,788	\$1,906,545	\$2,297,488	\$2,579,524	\$2,361,588	\$2,756,859	\$2,384,934
40									
41	Minimum Balance								
42	25%	of O&M expenses	\$859,022	\$845,736	\$1,024,325	\$992,576	\$1,033,779	\$82,369	\$1,042,121
43	10%	of rate revenue	\$345,838	\$363,451	\$446,204	\$419,365	\$388,286	\$49,934	\$393,328
44									
45	O&M Analysis:								
46	% of Water Cost/Water Sales		69%	73%	72%	72%	75%	52%	74%
47	% of O&M Labor/Water Sales		8%	8%	9%	9%	13%	8%	13%
48	Gross Profit : (Water Sales less Water Cost&Power)		\$1,027,117	\$947,863	\$1,220,941	\$1,119,215	\$928,336	\$242,483	\$995,279
49	Net Profit (Net Result of Operation)		\$71,777	\$277,757	\$390,943	\$282,036	(\$217,936)	\$177,334	(\$194,590)
50	Net Profit Margin (Net Profit/ Revenue)		2%	8%	9%	7%	-6%	35%	-5%
51									
52									

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

		FY19	FY20	FY21	FY22	FY23 ADPT	FY23	FY23 YR-END	
Acquisition&Replacement Fund		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	PRJ	
53	Beginning Balances	\$4,545,266	\$5,018,277	\$5,309,682	\$5,490,819	\$5,351,166	\$5,351,166	\$5,351,166.00	
54									
55									
56	Capital Sources of Funds								
57	Interest Earning	\$ 150,689.7	\$ 137,878	\$ 42,734	\$ 28,820	46,300.0	\$0	\$46,300	
58	Capital Improv. Charges	\$ -	\$ 3,295	\$ -	\$ 6,590	2,000.0	\$0	\$2,000	
59	Depreciation Expense	CY Funded	\$ 327,634.7	\$ 150,467	\$ 146,066	\$ 146,267	146,067.0	\$24,845	\$146,100
60	Total - Capital Sources of Funds	\$478,324	\$291,640	\$ 188,800	\$ 181,678	\$194,367	\$24,845	\$194,400	
61	Capital Uses of Funds								
62	Water System Improv & Construction Proj								
63	System Improvements/Replacement	\$ 5,312.7	\$ 235	\$ 3,274	\$ 556	25,000.0	\$26,985	\$52,000	
64	Water System Replacement	\$ -	\$ -	\$ 3,311	\$ 266,698	275,000.0	\$0	\$275,000	
65	Water Construction Projects	\$ -	\$ -	\$ -	\$ -	-	\$0	\$0	
66	Other Equipment	\$ -	\$ -	\$ 1,078	\$ 54,077	10,000.0	\$0	\$10,000	
67	Contingencies	\$ -	\$ -	\$ -	\$ -	-	\$0	\$0	
68	Contributions-ISF & Other Funds	\$ -	\$ -	\$ -	\$ -	-	\$0	\$0	
69	Total - Capital Uses of Funds	\$5,313	\$ 235	\$ 7,663	\$ 321,331	\$310,000	\$26,985	\$337,000	
70	Net Capital Fund Balance	\$473,012	\$ 291,405	\$ 181,137	\$ (139,653)	(\$115,633)	(\$2,140)	(\$142,600)	
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	\$5,351,166	\$5,235,533	\$5,349,026	\$5,208,566	

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

CURRENT PERIOD ACTIVITIES TO AP2 FY22 (ENDING 8/31/2022)						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 22	FY 23	ACTUAL	Act/Adpt Bud	06/30/23
EXPENDITURES						
1	System Maint. Supp. & Contract	-	126.0	0.5	0%	171.8
3	<i>General Supplies</i>	141.70	21.0	0.5	2%	28.5
5	<i>Pump Station Replacement</i>	1.41	-	-		43.0
6	<i>Emergency Repair</i>	13.04	35.0	-	0%	49.8
7	<i>PLC Replacement</i>	-	17.5	-	0%	5.0
8	<i>SCADA Radio Replacement</i>	3.32	18.0	-	0%	15.0
10	<i>Utility Billing System Maintenance</i>	-	7.5	-	0%	8.5
11	<i>Pipe Material/fittings, valves, pumps</i>	-	15.0	-	0%	15.0
12	<i>Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&I</i>	-	12.0	-	0%	7.0
2	Indirect Cost Recovery	16.3	21.4	-	0%	21.4
4	Misc. Expense	35.0	60.2	6.4	11%	64.5
5	Other Professional Svcs	0.5	74.0	-	0%	74.0
6	Small Tools & Minor Equipment	1.6	25.0	-	0%	25.0
7	State Permit/Fees	9.1	9.5	1.1	12%	9.0
8	O&M Labor	394.4	509.4	39.7	8%	509.1
9	Mgmt & Admin Svcs	109.0	118.3	-	0%	118.3
10	Eng. & Tech. Surveys	-	28.0	-	0%	28.0
11	Water Analysis	1.3	4.5	-	0%	4.5
12	Cross Connection Fees	2.1	7.0	-	0%	7.0
13	Conservation Program	-	1.5	-	0%	2.0
3	Water Purchase	3,000.9	2,912.5	259.5	9%	2,896.0
5	Water System Power	73.6	42.0	(2.6)	-6%	42.0
6	Depreciation Expense	146.3	146.1	24.8	17%	146.1
7	Contribution to other Funds	8.6	29.8	-	0%	29.8
8	Meter Purchase	12.4	20.0	-	0%	20.0
11	TOTAL EXPENDITURES	3,970.3	4,135.1	329.5		4,168.5
REVENUES						
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	3.4	3.0	-	0%	3.0
4	Permit & Line Ext. Fees	1.5	1.0	0.6	58%	1.0
6	Meter, Other Sales and Misc Rev.	53.9	30.3	6.9	23%	36.6
7	Water Sales	4,193.6	3,882.9	499.3	13%	3,933.3
8	TOTAL REVENUES	4,252.3	3,917.2	506.8		3,973.9
9	RESULT OF OPERATION	282.0	(217.9)	177.3		(194.6)
11	O&M Fund Balance Reserve:					
11	Beginning Fund Balance	\$2,297.5	\$2,579.5	\$2,579.5		\$2,579.5
12	Net of Operation	\$282.0	(\$217.9)	\$177.3		(\$194.6)
13	O&M Fund Balance Reserve:	\$2,579.5	\$2,361.6	\$2,756.9		\$2,384.9
14	Required O&M Fund Reserve: 25% of Exp.	\$992.6	\$1,033.8	\$82.4		\$1,042.1
15	O&M FBR vs Required Reserve	ok	ok	ok	ok	ok

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

CURRENT PERIOD ACTIVITIES TO AP2 FY22 (ENDING 8/31/2022)		A	B	C	D	E	F	H
		ACTUAL	ADOPTED BUDGET	CURRENT PERIOD FY 23			% of	Year-End Projection
DESCRIPTION		FY 22	FY 23	EXP/REV	ENC	TOTAL	Act/Bud	06/30/23
EXPENDITURES								
1	<u>NON CAPITALIZED EXPENDITURES:</u>							
2	System Improvements/Replacement	0.6	25.0	27.0	0.0	27.0	107.9%	52.0
5	Sub-Total Non Capitalized Expenditures	0.6	25.0	27.0	0.0	27.0	107.9%	52.0
6	<u>WATER SYSTEM IMPROVEMENT/REPLACEMENT:</u>							
7	Water System Replacement	266.7	275.0	0.0	0.0	0.0	0.0%	275.0
10	Sub-Total Water System Improvement	266.7	275.0	0.0	0.0	0.0	0.0%	275.0
11	<u>WATER CONSTRUCTION PROJECT</u>	0.0	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	54.1	10.0	0.0	0.0	0.0		10.0
15	Sub-Total Water Water Constructrion Project	54.1	10.0	0.0	0.0	0.0	0.0%	10.0
16	Total Expenditures	321.3	310.0	27.0	0.0	27.0	107.9%	337.0
17	REVENUES						0.0%	
18	Interest Earning	28.8	46.3	0.0	0.0	0.0	0.0%	46.3
19	Capital Improv. Charges	6.6	2.0	0.0	0.0	0.0	0.0%	2.0
22	Total Revenues	35.4	48.3	0.0	0.0	0.0	0.0%	48.3
23	Net of Operation	(285.9)	(261.7)	(27.0)	0.0	(27.0)		(288.7)
24	Beginning Capital Fund Balance	5,490.8	5,351.2	5,351.2		5,351.2		5,351.2
25	Depreciation Expense	146.3	146.1	146.0		146.0		146.1
26	Ending Capital Fund Balance Reserve	5,351.2	5,235.5	5,470.2		5,470.2		5,208.6
27								
28								
29		SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total	
30				Acq Fund	Depr Fund	Cap Fund		
31		Beginning Fund Balance			1,785.1	3,566.1	5,351.2	
32		Revenue & Depreciation			48.3	146.1	194.4	
33		Expenditure & Encumbrances			10.0	327.0	337.0	
34		Ending Fund Balance			1,823.4	3,385.2	5,208.6	

4. DISTRICT STAFF REPORT

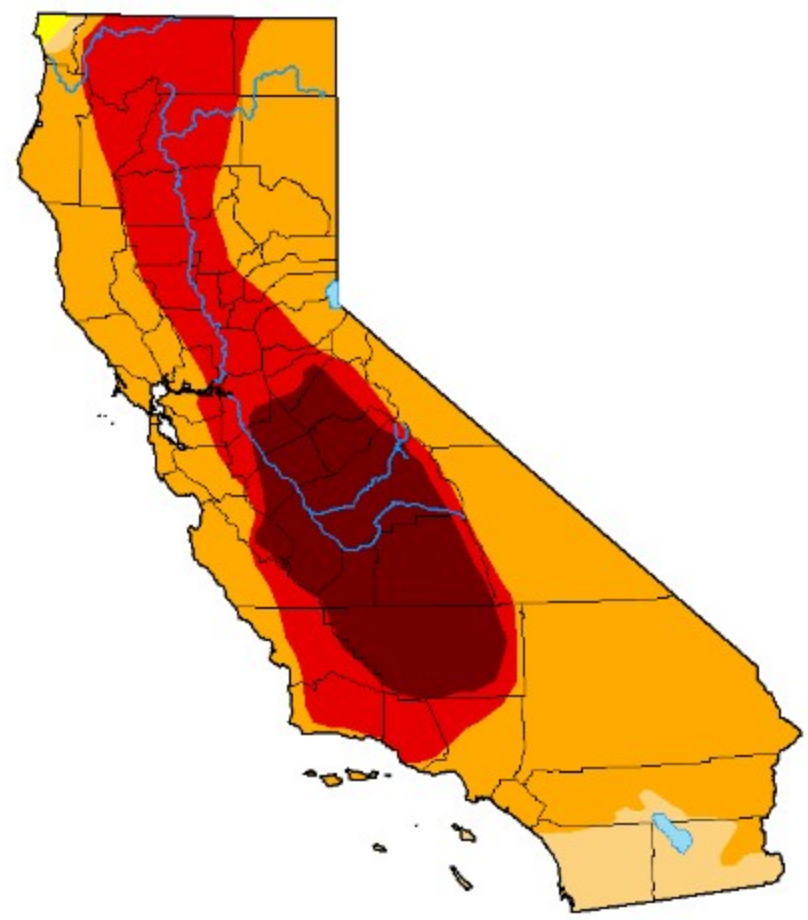
- B. WATER QUALITY REPORT – A report regarding water quality complaints, if any, received by the District since the previous CAC meeting and how these complaints were resolved.

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

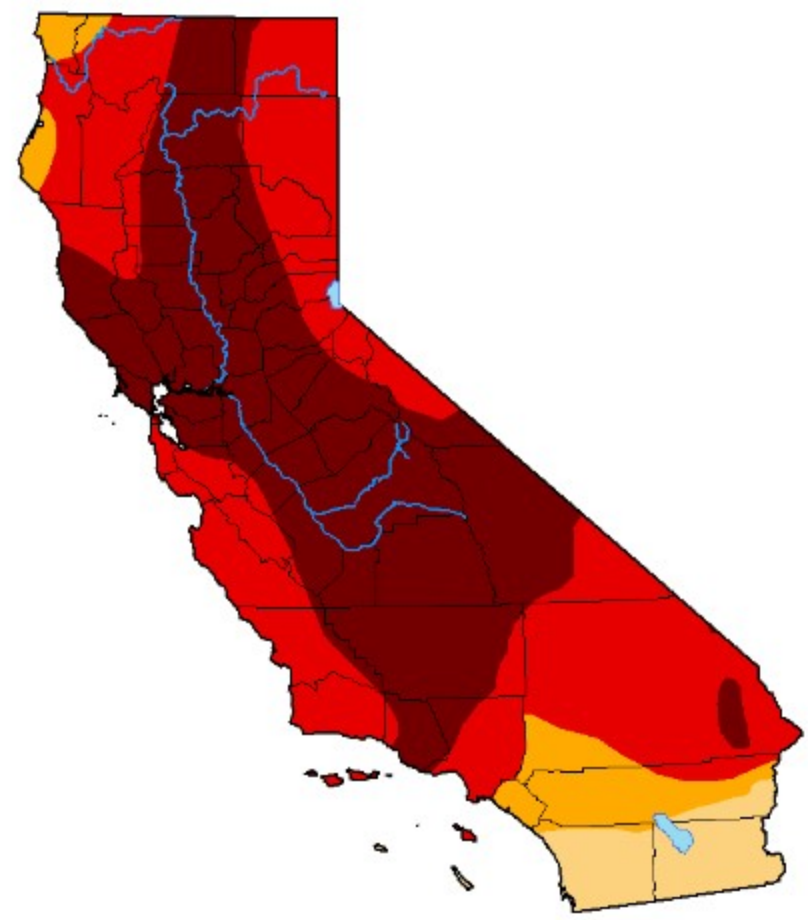
Drought Classification

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)

- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data



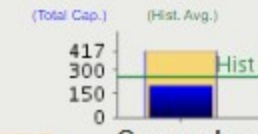
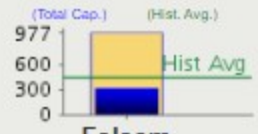
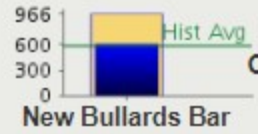
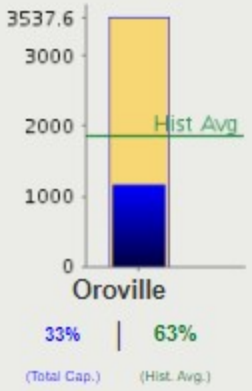
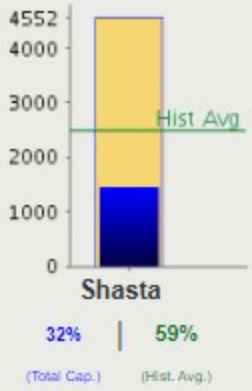
< October 11, 2022 >



< October 12, 2021 >

Midnight: 18-Oct-2022

Change Date:

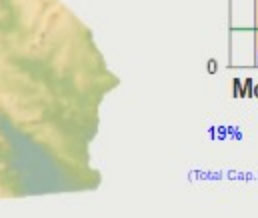
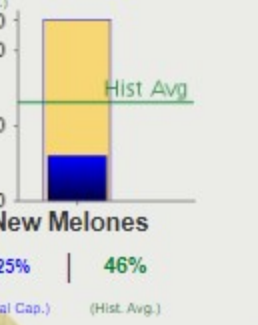
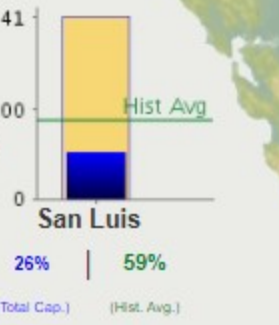
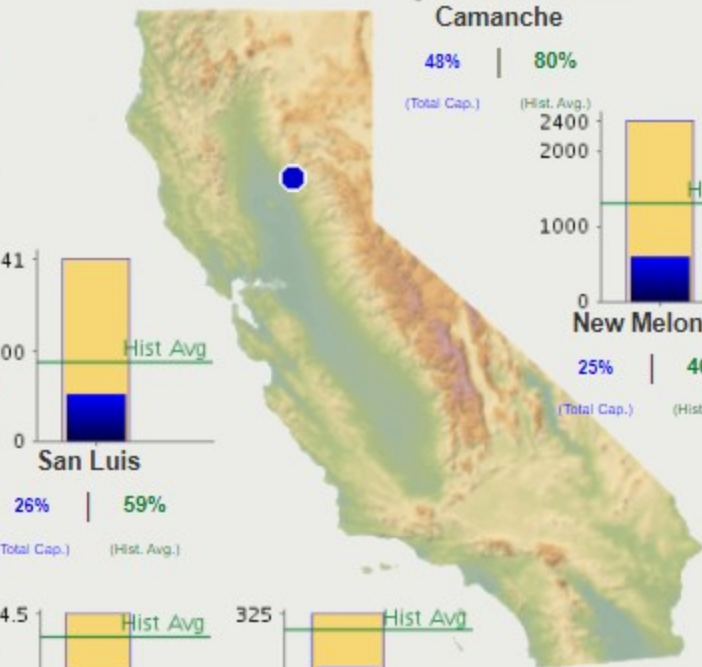
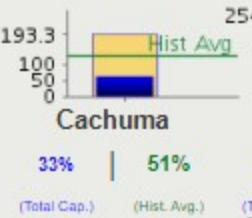
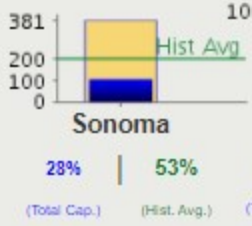
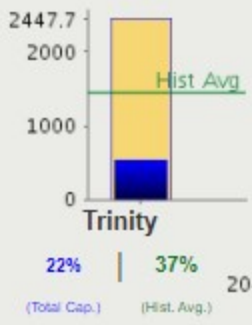


LEGEND

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)



4. DISTRICT STAFF REPORT

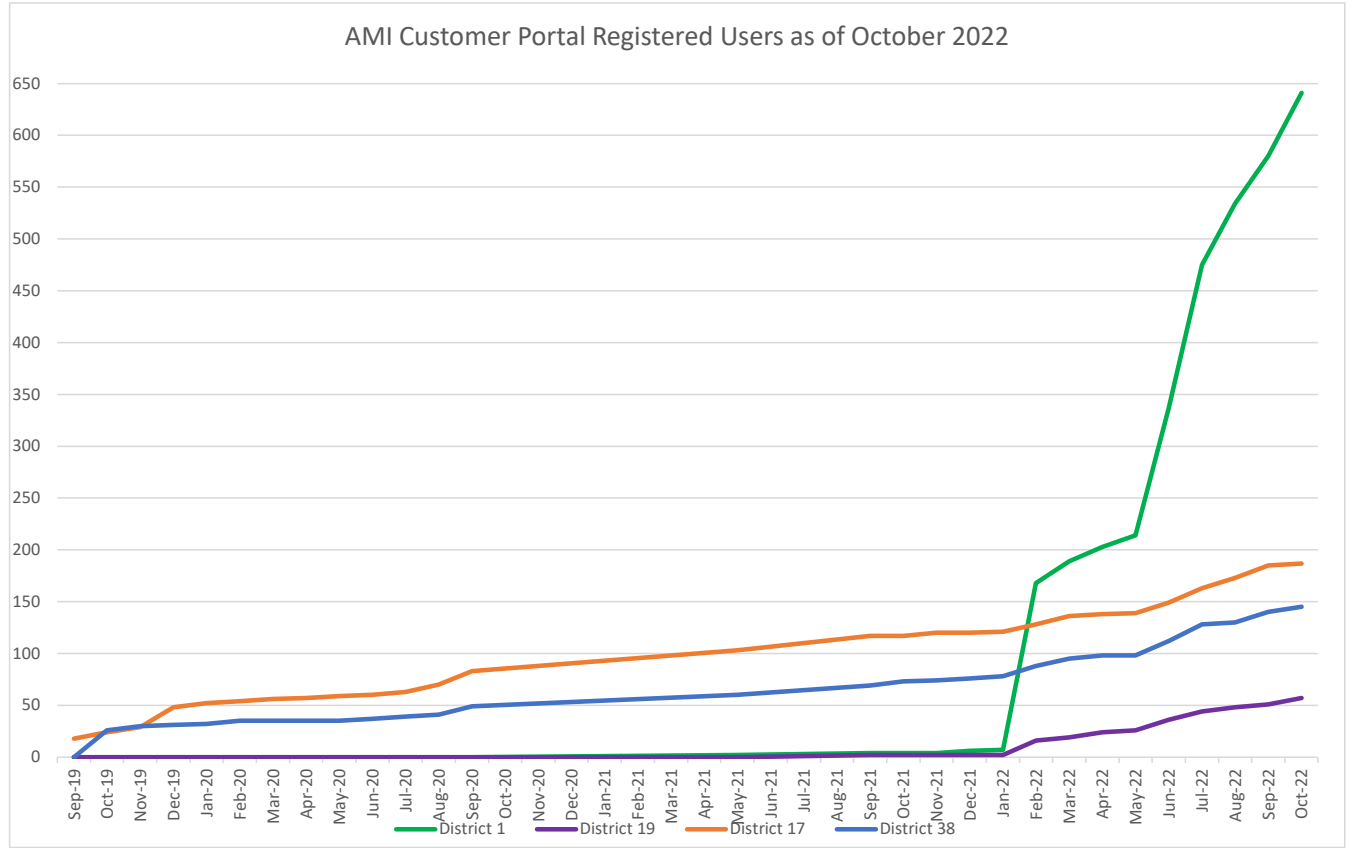
- D. CALLEGUAS MUNICIPAL WATER DISTRICT / METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE – An update on decisions and rulings by these agencies which may impact the District.

- 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

- 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
Apr-22	203	24	138	98
May-22	214	26	139	98
Jun-22	337	36	149	112
Jul-22	475	44	163	128
Aug-22	534	48	173	130
Sep-22	580	51	185	140
Oct-22	641	57	187	145



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 first quarter of Fiscal Year 2022 (July 1, 2022 through September 30, 2022).



District 38 O&M Updates

FY 2023 – First Quarter (July 1, 2022 to Sept. 30, 2022)

Operations & Maintenance – Distribution Repairs

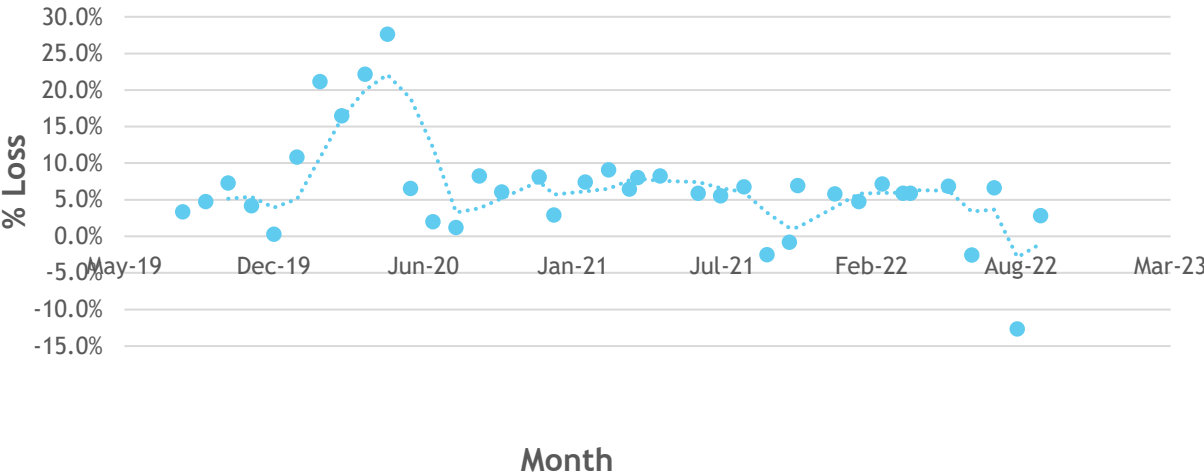
- ▶ Number of Main Line Repairs and Service Leaks: 0
- ▶ Hydrant Leaks: 0
- ▶ Fire Flow Tests: 1
- ▶ Abandoned one 8" Valve and one 12" valve on Potrero Rd
- ▶ Zone 2 Pump Station and Pressure Reducing Station were painted

Operations & Maintenance – Source Water

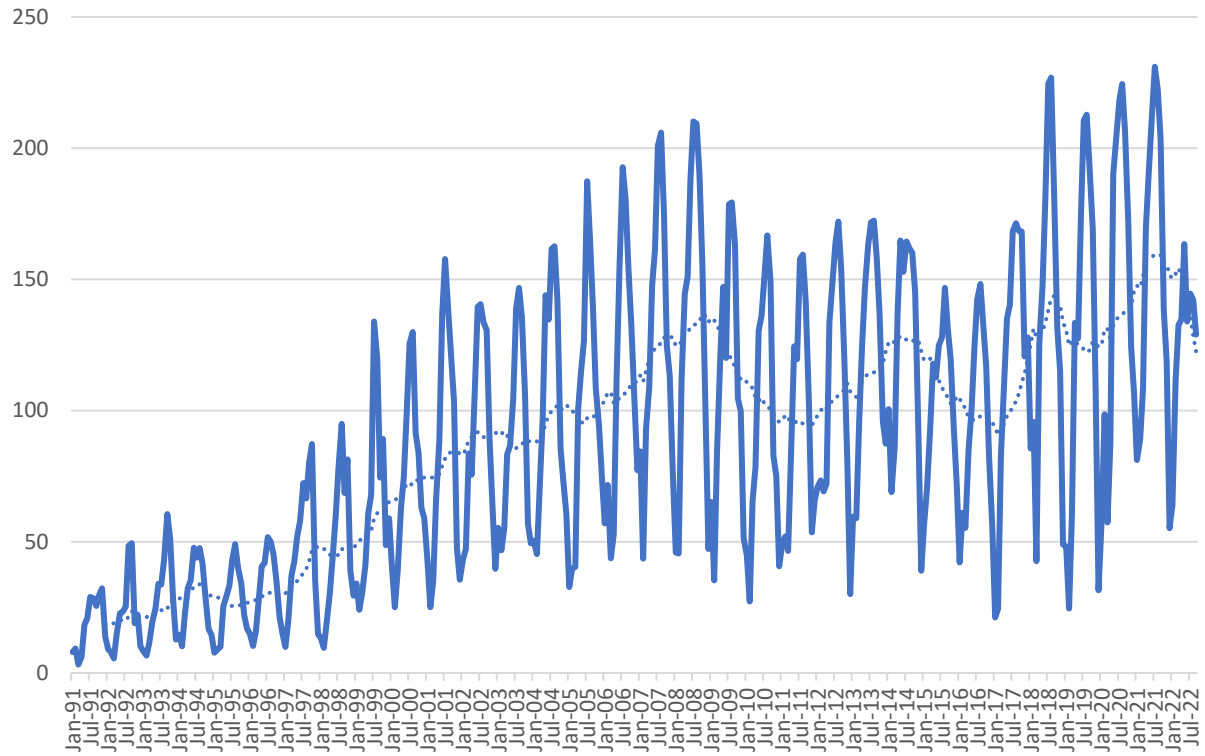
▶ CMWD

- ▶ 415.7 AF Delivered in FY23 Q1
- ▶ -4.65 AF (-1.1%; time of measure error) Water Loss in Quarter

% Water Loss (Consumed VS CMWD)

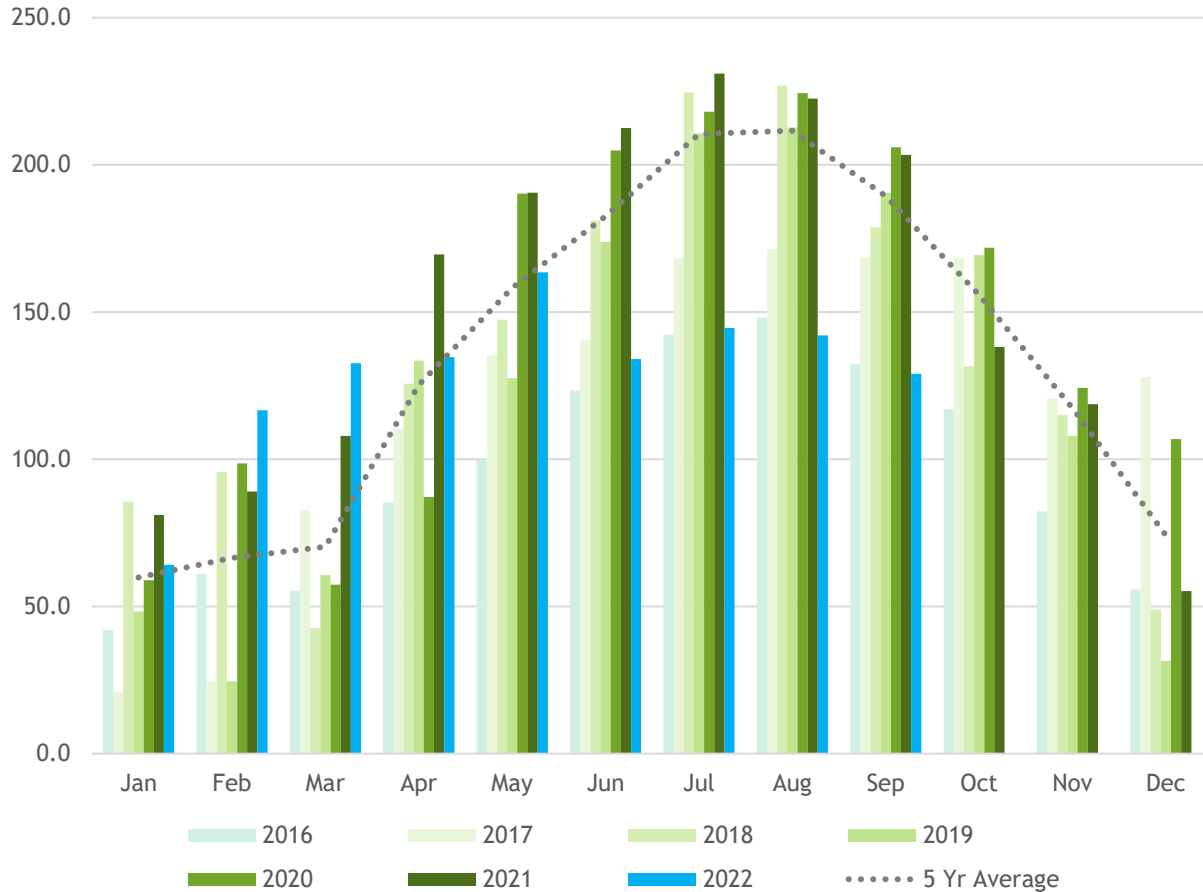


CMWD Purchase (AF)



Operations & Maintenance – Purchases (AF)

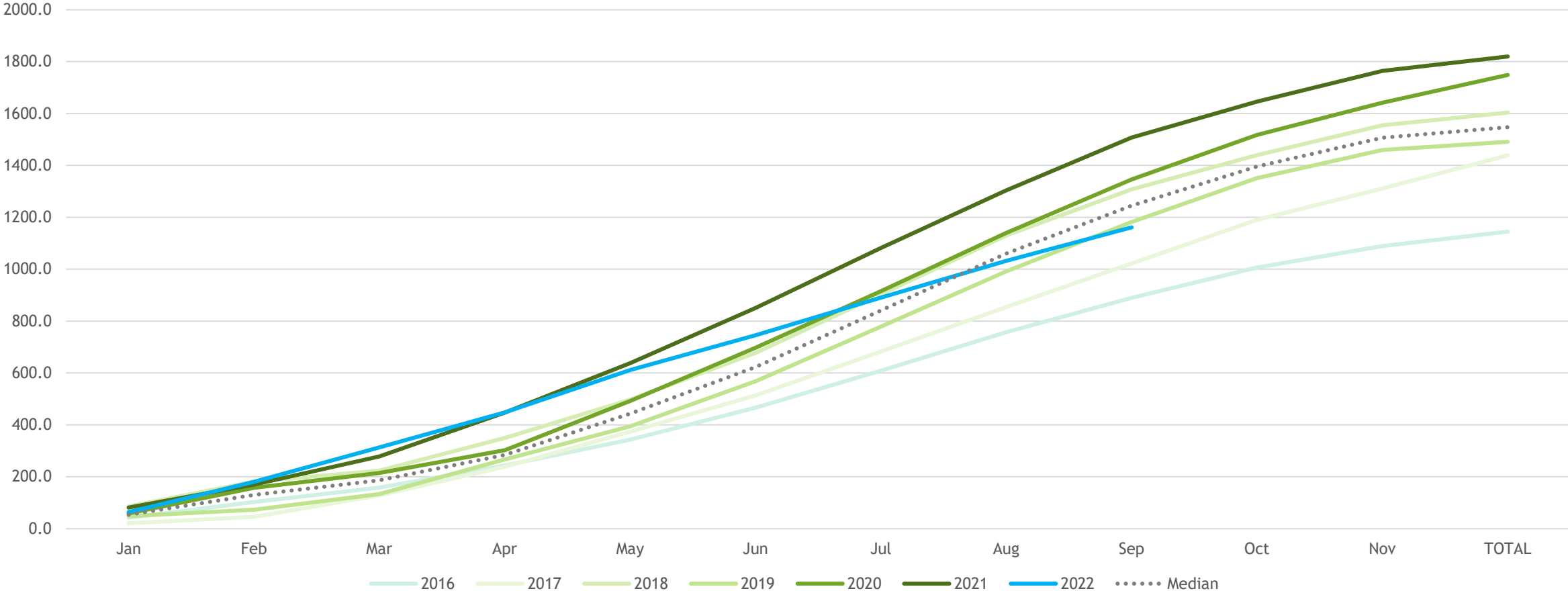
District 38 Monthly Demand (AF)



	2016	2017	2018	2019	2020	2021	2022
Jan	42.1	21.1	85.5	48.2	58.9	81.1	64.1
Feb	61.0	24.4	95.7	24.6	98.6	89.0	116.6
Mar	55.3	82.7	42.6	60.7	57.4	107.9	132.6
Apr	85.3	110.3	125.7	133.5	87.2	169.6	134.7
May	99.7	135.2	147.4	127.5	190.2	190.6	163.5
Jun	123.4	140.3	181.1	173.8	204.9	212.5	134
Jul	142.3	168.3	224.6	210.7	218.1	231.0	144.6
Aug	148.2	171.4	226.9	212.7	224.4	222.5	142.1
Sep	132.3	168.5	178.8	190.4	206.0	203.4	129
Oct	117.0	168.2	131.6	169.3	171.8	138.2	
Nov	82.3	120.6	115.1	107.9	124.2	118.7	
Dec	55.8	127.9	48.9	31.5	106.8	55.2	

Cumulative Periodic and Annual Demands

District 38 Cumulative Annual Demand (AF)



Customer Service and Meter Reading

- ▶ Replaced 2 meters (stopped)
- ▶ Customer Account Activity (turn on/off)
 - ▶ \$3,637 labor
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
 - ▶ \$4,149 labor
- ▶ Line Locations
 - ▶ \$774 labor
- ▶ AMI communication error in September; Verizon mistakenly deleted the base station IP address which disabled our station. Some customers lost up to 5 days of data. All issues were resolved.
- ▶ New webpage to promote Customer Portal:
 - ▶ <https://www.vcpublicworks.org/wsd/customerportal/>

Operations & Maintenance – Looking Forward

- ▶ Continued Conservation
- ▶ Continued Irrigation Monitoring
- ▶ Zone 1 project logic controller (PLC) upgrade



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.

- Water Rates Presentation



Ventura County Waterworks District No.38

Water Rate Analysis for Calendar Year 2023

Joseph Pope, P.E.
Director, Water and Sanitation Department
County of Ventura Public Works Agency
October 27, 2022

PUBLIC **Ventura County** **WORKS** **Waterworks District No. 38 (Lake Sherwood)**

- Formed on March 28, 1989, as the Lake Sherwood Community Services District (LSCSD)
- In May 2015 a special election was held for LSCSD residents and Measure N was passed, authorizing the formation of a new water district - Ventura County Waterworks District No. 38 (District)
- The Ventura County Board of Supervisors (BOS) is the Board of Directors for District 38
- The Citizens' Advisory Committee reviews all policy, budget, and water rate recommendations before they are recommended to the (BOS)

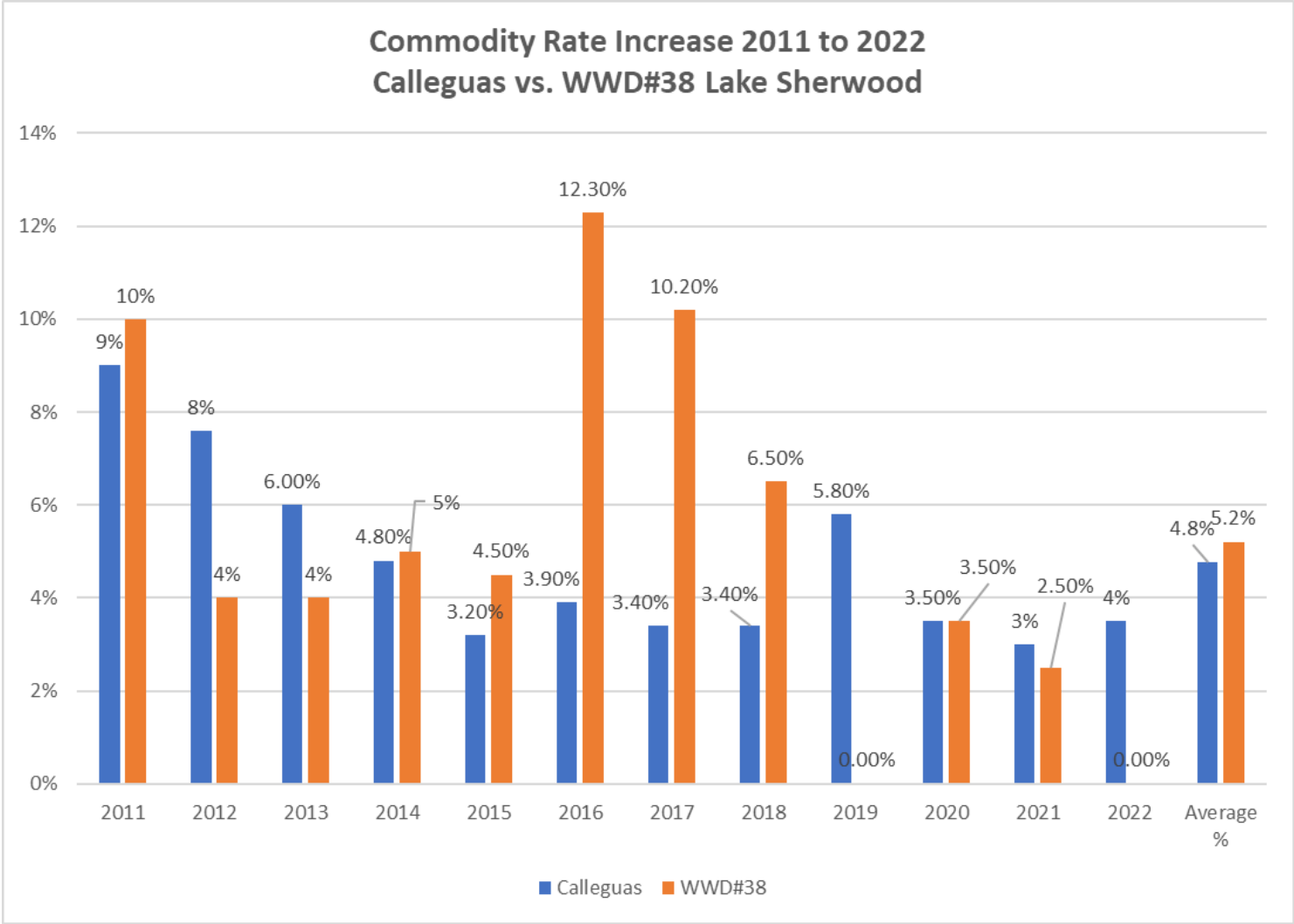
Area Served: The Lake Sherwood Community	District Size: Approx. 2,048 Acres	Service Connections: 791
Population Served: Approx. 1,527	Water Lines: Approx. 18 Miles	Receives 100% Imported Water Supply
Reservoirs: 2	Pressure-Reducing Stations: 4	Booster Pump Stations: 2

Financial Conditions of the District

- Ended Fiscal Year 2022 (June 30, 2022) with healthy reserve fund balance of \$7.9M
- Calleguas Municipal Water District Approved Rate increase of 4.5% for 2023
- Assumes 30% reduction in water sales through Fiscal Year 2024
- Assumed inflationary increases used for rate analysis:
 - Labor 3.5%, Electricity 4%, and materials 3%
- Booster Station II Upgrades Completed September 2021
- No Major Capital Projects Required over next 10 years

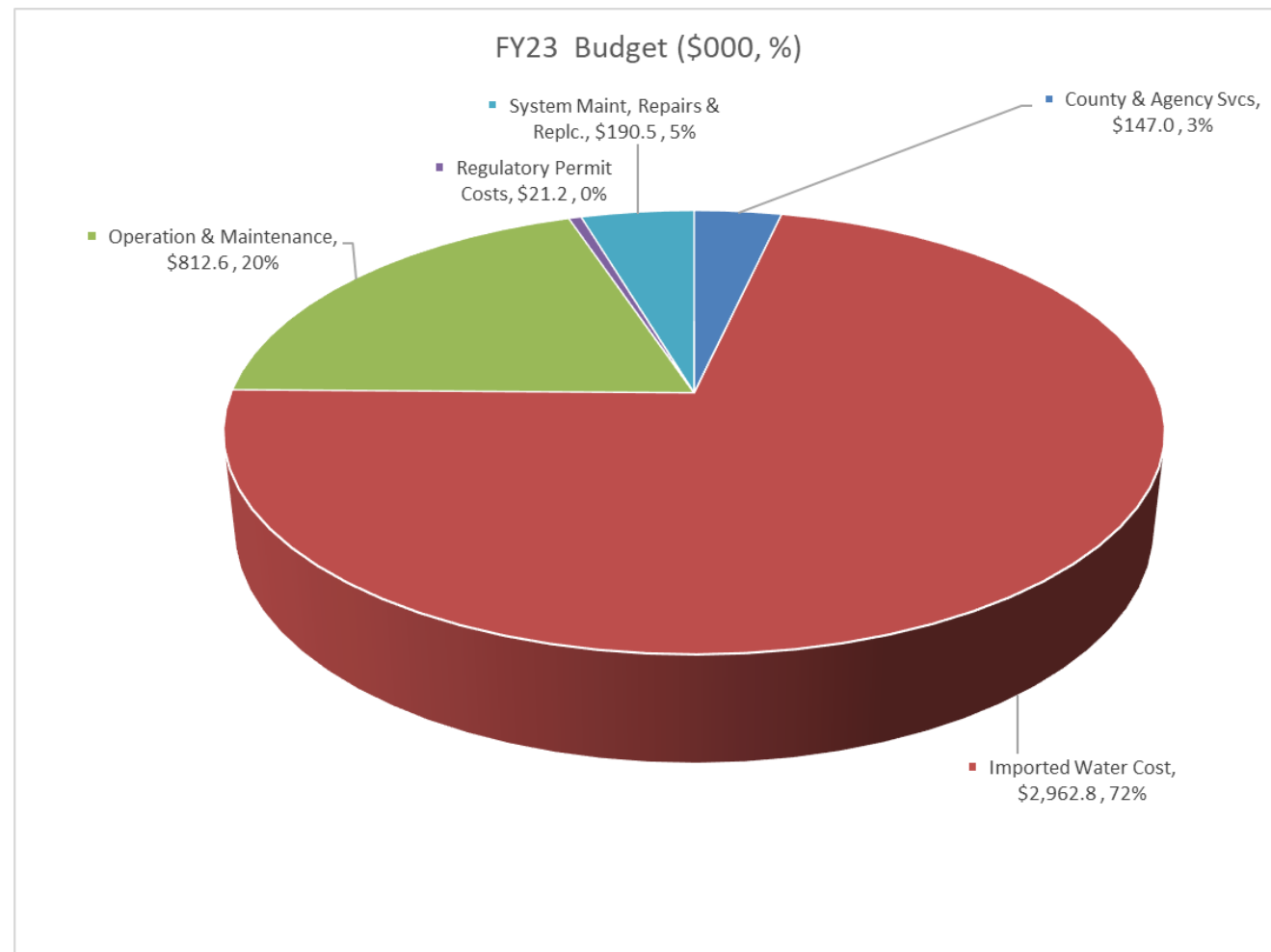
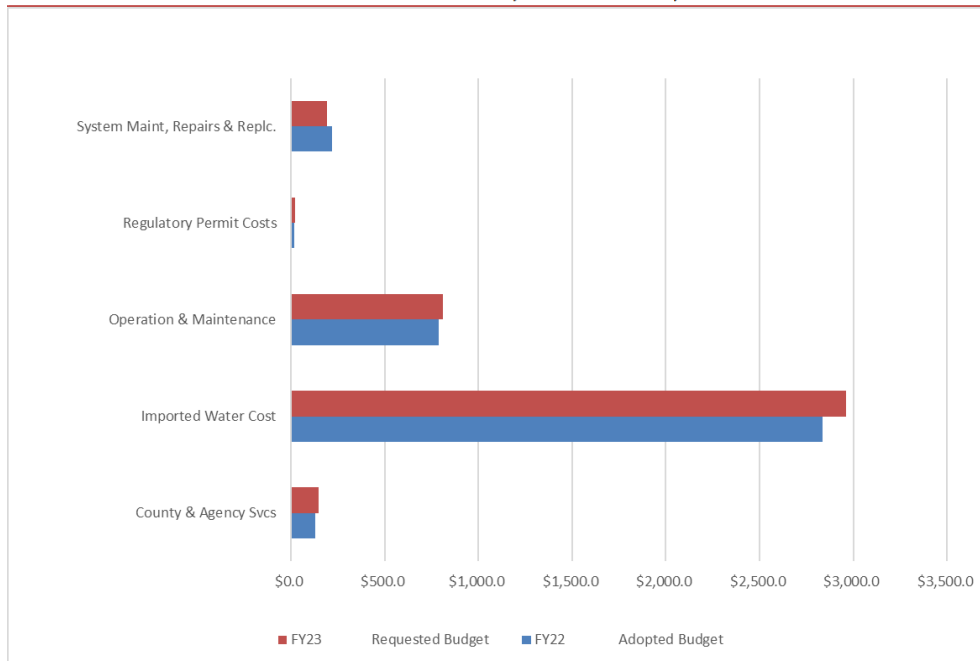
- **NO PROPOSED Rate increase for 2023 due to Reserve Cash Balance above target**

Calleguas vs. WWD#38 Historic Rate Increases 2011-2021

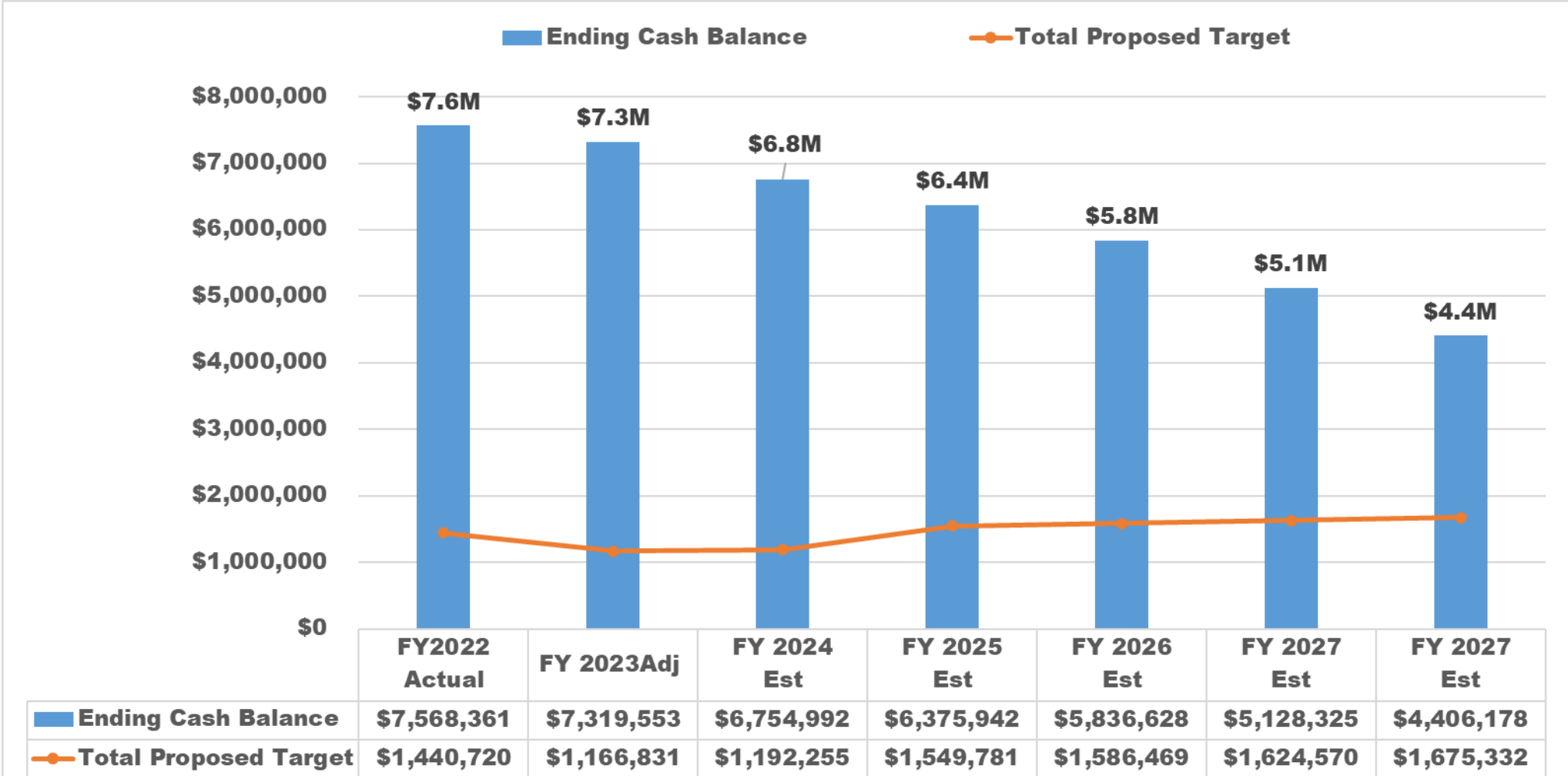


Ventura County Waterworks District No. 38
Lake Sherwood Water Services
Fiscal Year 2023 Budget Analysis by Category

O&M Expenditures	FY22 Adopted Budget	FY23 Requested Budget	Var (\$)	Var (%)
County & Agency Svcs	\$131.0	\$147.0	\$15.9	13.0%
Imported Water Cost	\$2,835.4	\$2,962.8	\$127.4	5.1%
Operation & Maintenance	\$786.5	\$812.6	\$26.1	9.3%
Regulatory Permit Costs	\$17.4	\$21.2	\$3.8	42.7%
System Maint, Repairs & Replc.	\$220.5	\$190.5	(\$30.0)	-14.2%
Grand Total	\$3,990.8	\$4,134.1	\$143.3	4.6%

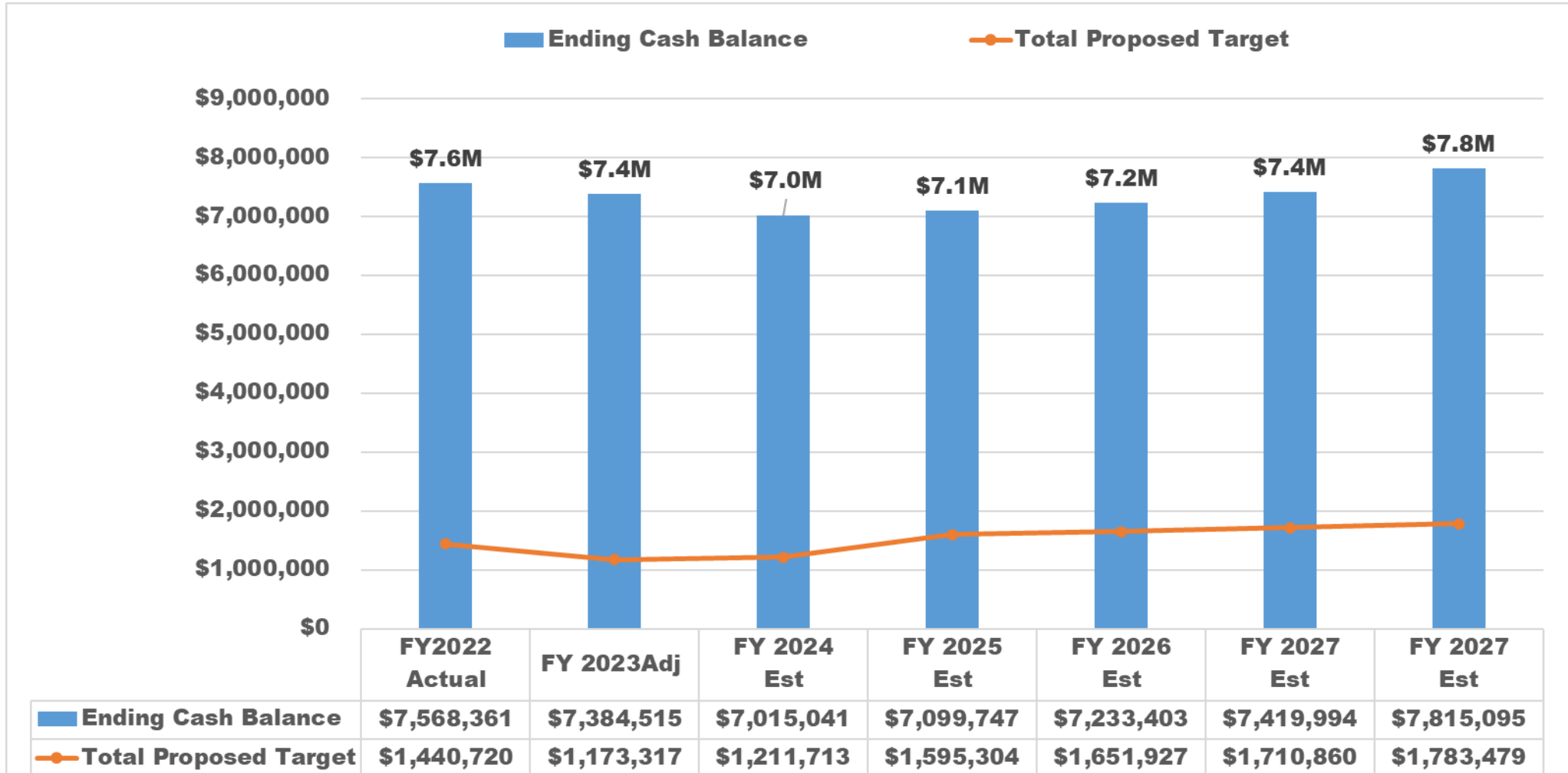


Cash Reserves Forecast with No Rate Increases



Cash Reserves Are Reduced, but Remain Above Reserve Target through FY2027

Cash Reserves Forecast with 4.5% Calleguas Pass-Through Rate



Cash Reserves Remain Above Reserve Target through FY2027

Recommendation

- NO PROPOSED Rate increase for 2023 due to Reserve Cash Balance above Reserve Target

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.

- Future Staffing Levels in Water and Sanitation

5. COMMITTEE MEMBERS' COMMENTS/
FUTURE AGENDA ITEMS

6. ADJOURNMENT

***The next District 38 Citizens' Advisory Committee meeting is
scheduled for January 26, 2023.**