

Central Services
Joan Araujo, Director

Engineering Services
James O'Tousa, Director

Roads & Transportation
Anitha Balan, Director

Water & Sanitation
Joseph Pope, Director

Watershed Protection
Glenn Shephard, Director

September 12, 2023

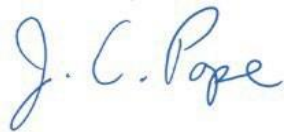
**NOTICE OF A MEETING OF
VENTURA COUNTY WATERWORKS DISTRICT NO. 17
BELL CANYON CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 17 Citizens' Advisory Committee will be held **Tuesday, September 19, 2023**, from 7:00 p.m. to adjournment at the **Bell Canyon Homeowner's Association, 30 Hackamore Lane, Bell Canyon, California.**

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 (7:00 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://us06web.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 September 14, 2023 if you are unable to participate in the meeting.

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 18, 2023, 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. 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.
 - D. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.
 - E. 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.
 - F. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
 - G. 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.

- H. 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.
- 5. 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.
 - A. HOA / Equestrian Center Water Usage
 - B. Reservoir 3 Alternative Sites Memo
- 6. ACTION ITEM
 - A. Water Rates Presentation
- 7. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
- 8. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on November 21, 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 sign on to Zoom and you will be given an opportunity to be heard. If you prefer to submit your comment in writing, submit your comment via email by 5:00 p.m. on the day prior to the Committee meeting. Please submit your comment to WSPC@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A). Your email will be read by the Water and Sanitation Director and placed into the record.**
- **If you are watching the live stream of the Committee meeting and would like to make a general public comment for items not on the day's agenda or to comment on a specific agenda item as it is being heard, please submit sign on to Zoom and you will be given an opportunity to be heard. If you prefer to submit your comment in writing, submit your comment to WSPC@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.**

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL 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 JULY 18, 2023, TELECONFERENCE MEETING

COMMITTEE MEMBERS IN ATTENDANCE: (In person), Ronald Marks, Christopher Shubeck, Greg McHugh, Neil Sokoler

COMMITTEE MEMBERS ABSENT: Steven Price

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director Water & Sanitation
Scott Meckstroth, O&M Deputy Director

GUESTS: None

* * *

1. CALL TO ORDER - The meeting was called to order at 7:09 PM.
2. APPROVAL OF THE MINUTES OF THE JANUARY 17, 2023, MEETING
 - Mr. Pope explained the reason behind approving the minutes for January 2023, the two previous meetings were cancelled; March meeting for flooding. May meeting for no quorum and the changes to the Brown Act.
 - Mr. Pope motioned for approval of the minutes. Mr. Marks approved and Mr. McHugh seconded.
3. PUBLIC COMMENTS
 - None
4. DISTRICT STAFF REPORT
 - A. BUDGET AND FINANCIAL REVIEW –
 - Financials through the end of May 2023. Next meeting will have the full accounting for the fiscal year.
 - Water sales are down. Water purchases remain down as well.
 - Behind on maintenance actions. Will catch up in 2024.
 - B. CAPITAL PROJECTS
 - Bell Canyon Reservoir No. 3. Completed the biological survey. Preparing the Geotech survey.
 - Bell Canyon Crossing Pipeline. Under design scope.
 - C. WATER QUALITY REPORT –
 - 1 pressure complaint, pressure regulator at fault.
 - D. WATER SUPPLY CONDITIONS –
 - Reservoirs looking healthy.

Minutes of the Ventura County Waterworks District No. 17
Citizens' Advisory Committee Meeting
Ventura County Water and Sanitation
Minutes of the July 18, 2023, Meeting

- State allocations are still at 100% in most areas.
- E. CALLEGUAS MUNICIPAL WATER DISTRICT/ METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE
 - Calleguas passed rates for next year, about 6%. September we will come back and discuss it with you.
- F. UPDATE ON AVENUES OF PUBLIC OUTREACH
 - We had 2 submissions for the Be Water Wise Water Calendar.
- G. BOARD LETTER TRACKER – UPDATE ON VENTURA COUNTY BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE DISTRICT -
 - Recommendation of Supervisor Parvin to Appoint Christopher Shubeck to the Waterworks District No 17 Citizens Advisory Committee 3/14. Mr. Shubeck gave a background introduction.
 - Collection of Certain Delinquent Water & Sewer Service, District 17. 6/6
 - Safe Drinking Water Consumer Confidence Reports 7/25
- H. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) –
 - AMI flatlined the past couple of months. 192 accounts for July.
- 5. 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.
 - A. HOA/Equestrian Center Water Usage –
 - Below average on both equestrian and HOA
 - B. Quarterly Update on O&M
 - No waterline leaks, 1 service leak, 1 hydrant leak from vehicle. Conducted 1 Fire Flow test.
 - Source water charts. Water production is as normal. High in the Summer, low in the winter
 - Customer service and meter readings are normal.
 - Need to finish the last 50% of PRV Maintenance.
 - Engineering for the pipeline we will follow up with Geotech. We need final agreements with HOA.
- 6. COMMITTEE MEMBERS' COMMENTS / FUTURE AGENDA ITEMS
 - Bring back details on our rate increase for the next meeting.
 - Pipeline update information can be emailed to everyone.
- 7. ADJOURNMENT – The meeting adjourned at 7:49 PM

Next meeting September 19, 2023

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.

CURRENT PERIOD ACTIVITIES TO AP13 FY23 ENDING 6/30/2023								
			FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ADJ BUDGET	FY23 ACTUAL
Total Beginning Balances			\$2,935,670	\$2,578,006	\$2,462,051	\$2,448,743	\$2,727,920	\$2,727,920
Total Ending Balances			\$2,578,006	\$2,462,051	\$2,448,743	\$2,727,920	\$1,677,716	\$2,736,307
Total Proposed Targets			\$961,870	\$928,603	\$1,032,133	\$1,035,161	\$1,206,708	\$812,602
Alert			ok	ok	ok	ok	ok	ok
			FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ADJ BUDGET	FY23 ACTUAL
O&M/ Rate Stab Fund								
Beginning Balances			\$1,406,041	\$877,907	\$863,180	\$1,209,827	\$1,527,458	\$1,527,458
O&M Revenue								
Interest Earning			-	-	-	-	\$0.0	\$0
State Aid for Disaster			\$0	71,169.0	-	14,375.5	\$0.0	\$0
Special Assessment			6,372.9	7,077.8	7,044.0	6,098.8	\$5,930.4	\$7,901
Line Extension/Permit Fees			1,245.0	1,255.0	1,375.0	1,770.7	\$1,500.0	\$1,505
Meter Sales And Install Fee			1,015.0	1,265.0	1,760.0	2,306.0	\$900.0	\$2,665
Other Revenue-Misc			31,816.7	70,065.2	9,508.7	59,932.9	\$40,215.9	\$34,083
Water Sales			2,342,070.5	2,534,895.3	3,182,493.6	3,124,135.3	\$3,369,474.3	\$2,222,844
Gain/Loss Capital Assets			-	-	-	-	\$0.0	\$0
CAFR Adjustments							\$0.0	
Total - O&M Revenue			2,382,520.1	2,685,727.3	3,202,181.3	3,208,619.2	\$3,418,021	\$2,268,997.5
O&M Expenditure								
System Maintenance Supplies & Contracts			224,834.3	107,601.4	58,720.2	57,150.5	\$159,900	\$114,533
Improvement Maintenance			2,308.1	0.1	2,720.0	439.5	\$0	\$1,802
Buildings And Improvements Maintenance							\$0	\$0
Equipment			-	681.8	-	-	\$8,000	\$0
Indirect Cost Recovery			24,786.0	17,652.0	16,081.0	8,952.0	\$12,019	\$11,854
Misc. Expense			93,546.1	55,917.4	54,865.9	93,505.4	\$70,497	\$53,704
Other Prof. & Spec. Svcs			23,225.0	861.1	1,195.2	7,730.7	\$30,000	\$3,404
State Permit/Fees			5,000.0	4,600.0	4,600.0	6,100.0	\$5,000	\$0
O&M Labor			406,019.4	442,390.2	389,844.8	347,586.7	\$532,800	\$311,135
Management And Admin Survey ISF			107,700.0	85,900.0	101,300.0	135,900.0	\$136,600	\$155,100
Engineering And Technical Surveys			-	-	-	-	\$15,000	\$0
Water Analysis			824.0	280.0	565.0	1,652.1	\$5,000	\$5,078
Cross Connection Fees			500.0	400.0	300.0	100.0	\$500	\$0
Water Purchases			1,858,489.3	1,599,864.5	2,077,838.9	2,116,530.4	\$2,363,767	\$1,588,017
Water System Power			254.4	2,834.2	3,953.4	3,724.7	\$4,000	\$4,754
Depreciation Expense			104,217.4	104,361.0	104,049.2	104,187.5	\$105,158	\$104,148
Contribution to other Funds			9,355.7	742.2	-	7,429.2	\$30,800	\$7,740
Meter Purchase			20,900.0	10,100.0	39,500.0	-	\$0	\$0
Conservation Program			-	-	-	-	\$0	\$0
Contingencies			-	\$0	-	-	\$0	\$0
CAFR Adjustment			\$28,694	\$266,269	\$0	-	\$0	
Total - O&M Expenditure			\$2,910,654	2,700,454.6	\$2,855,534	\$2,890,989	\$3,479,041	\$2,361,269
Result of Operation			(\$528,134)	(\$14,727)	\$346,648	\$317,631	(\$61,020)	(\$92,271)
Transfer to/fr Capital Reserve			\$0	\$0	\$0	\$0	\$0	\$0
Ending Balances			\$877,907.03	\$863,179.78	\$1,209,827.48	\$1,527,457.98	\$1,466,437.79	\$1,435,186.78
Total Purchase	AF		1049.0	965.6	1197.9	1065.7	1210.0	767.2
Total Usage	AF		971.4	960.7	1131.2	1037.3	1137.4	715.3
Minimum Balance								
25%	of O&M expenses		\$727,663	\$675,114	\$713,883	\$722,747	\$869,760	\$590,317
10%	of rate revenue		\$234,207	\$253,490	\$318,249	\$312,414	\$336,947	\$222,284

Acquisition&Replacement Fund			FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 ACTUAL	FY23 ADJ BUDGET	FY23 ACTUAL
Beginning Balances			\$1,529,629	\$1,700,099	\$1,598,871	\$1,238,915	\$1,200,462	\$1,200,462
Capital Sources of Funds								
Interest Earning			66,777.6	55,454.0	14,372.1	10,273.2	\$10,492	\$75,702
Capital Improvement Chrgs			1,475.0	900.0	540.0	540.0	\$1,300	\$695
Gain/Loss Capital Assets			-	-	-	-	\$0	\$0
Loan Proceeds			\$0	\$0	\$0	-	\$0	\$0
Depreciation Expense	CY Funded		\$104,217	\$104,361	\$104,049	104,187.5	\$105,158	\$104,148
Total - Capital Sources of Funds			\$172,470	\$160,715	\$118,961	\$115,001	\$116,950	\$180,545
Capital Uses of Funds								
Water System Improvement:								
System Improvement Maintenance			-	50.0	(0.0)	-	\$320,000	\$0
Reservoir Improvement			-	129,499.5	450,355.2	-	\$0	\$0
SCADA Improvement			-	-	-	-	\$0	\$0
General Improvement Maintenance			-	42,793.4	-	-	\$15,000	\$0
Total Water System Improvement			\$0	\$172,343	\$450,355	-	\$335,000	\$0
Water Construction Project:								
Connection bet. 2 Pressure Zone			-	-	-	-	\$0	-
1.74 MG Reservoir with piping within Zone 1924			2,000.0	89,600.0	28,562.3	153,453.5	\$731,134	79,887.0
HighPressurePipeline fr HaciendaRd to Dappelgray			-	-	-	-	\$0	\$0
Total Water Construction Project			\$2,000	\$89,600	\$28,562	\$153,454	\$731,134	79,887.0
Other Equipment							40,000.0	-
Total - Capital Uses of Funds			\$2,000	\$261,943	\$478,918	\$153,454	\$1,106,134	\$79,887
Net Capital Fund			\$170,470	(\$101,228)	(\$359,956)	(\$38,453)	(\$989,184)	\$100,658
Transfer to/fr O&M / Rate Stabilization Fund			\$0	\$0	\$0	\$0	\$0	\$0
Prior Year CAFR Adjustments				\$0	\$0	\$0		
Ending Fund Balance			\$1,700,099	\$1,598,871	\$1,238,915	\$1,200,462	\$211,279	\$1,301,121

WATERWORKS DISTRICT #17-BELL CANYON						
CURRENT PERIOD ACTIVITIES TO AP13 FY23 ENDING 6/30/2023						
		ACTUAL	Adopted Budget	Current	% of	
	DESCRIPTION	FY 22	FY 23	Actual	Act/Adpt Bud	COMMENTS
	EXPENDITURES					
1	System Maintenance Supplies & Contracts	57.2	126.3	114.5	91%	
2	General Maint Supplies	37.0	76.3	86.9	114%	
	PR #1 Sump Pump		10.0			
	Reservoir Sampling Ports		10.0			
3	CLA Valve Maintenance	0.0	0.0	0.0		
4	Pipe Materials	8.3	0.0	11.1		
5	Valve Replacement	0.0	0.0	0.0		
6	Ladder Fall Protection	0.0	0.0	0.0		
7	Reservoir 1 Recoat	11.8	0.0	0.0		
8	Adjust Valve Stacks	0.0	10.0	0.0	0%	
9	Utility Billing System Maintenance	0.0	0.0	0.0		
10	SCADA	0.1	0.0	0.2		SCADA Integrating & Troubleshooting
11	Emergency Repairs	0.0	20.0	16.3	81%	
12	Improvement Maintenance	0.4	0.0	1.8		
13	Equipment	0.0	8.0	0.0	0%	ami Zone Meter
14	Indirect Cost Recovery	9.0	12.0	11.9	99%	
15	Misc. Expense	93.5	70.5	53.7	76%	
16	Other Prof. & Spec. Svcs	7.7	30.0	3.4	11%	purchasing chgs, equipmental rental
17	Engineering And Technical Surveys	0.0	15.0	0.0	0%	
18	State Permit/Fees	6.1	5.0	0.0	0%	Reservoir Inspection, Pressure maps
19	O&M Labor	347.6	532.8	311.1	58%	
20	Management And Admin Survey ISF	135.9	136.6	155.1	114%	CCR's; GS Atlas Maps
21	Water Analysis	1.7	5.0	5.1	102%	Dept. of Health & Safety fees
22	Cross Connection Fees	0.1	0.5	0.0	0%	
23	Water Purchases	2,116.5	2,363.8	1,588.0	67%	
24	Water System Power	3.7	4.0	4.8	119%	
25	Depreciation Expense	104.2	105.2	104.1	99%	
26	Contribution to other Funds	7.4	30.8	7.7	25%	
27	Meter Purchase	0.0	0.0	0.0		
28	Conservation Program	0.0	0.0	0.0		
29	Contingencies	0.0	0.0	0.0		
30	TOTAL EXPENDITURES	2,891.0	3,445.4	2,361.3		
31	REVENUES					
32	Interest Earning	0.0	0.0	0.0		
32	State Aid for Disaster	14.4	0.0	0.0		
33	Special Assessment	6.1	5.9	7.9	133%	
34	Line Extension/Permit Fees	1.8	1.5	1.5	100%	
35	Meter Sales And Install Fee	2.3	0.9	2.7	296%	
36	Other Revenue-Misc	59.9	40.2	34.1	85%	
37	Water Sales	3,124.1	3,369.5	2,222.8	66%	
39	TOTAL REVENUES	3,208.6	3,418.0	2,269.0		
40	RESULT OF OPERATION	317.6	(27.4)	(92.3)		
41	O&M Fund Balance Reserve:					
42	Beginning Fund Balance	1,209.83	\$1,527.46	\$1,527.46		
44	Net of Operation	317.63	(27.42)	(92.27)		
45	O&M Fund Balance Reserve:	1,527.46	\$1,500.04	\$1,435.19		
46	Required O&M Fund Reserve: 25% of Exp.	\$722.75	\$861.36	\$590.32		
46	O&M FBR vs Required Reserve	ok	ok	ok		

WATERWORKS DISTRICT #17-BELL CANYON								
CURRENT PERIOD ACTIVITIES TO AP13 FY23 ENDING 6/30/20								
	A	B		C	D	E	F	I
	ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT PERIOD FY 23			% of	CURRENT PERIOD
DESCRIPTION	FY 22	FY 23	FY 23	EXP/REV	ENC	TOTAL	Act/Bud	COMMENTS
1 NON CAPITALIZED EXPENDITURES:								
2 General Improvement Maintenance	0.0	15.0	15.0	0.0	0.0	0.0	0.0%	Reservoir & Facilities Security/Fencing
5 Sub-Total Non Capitalized Expenditures	0.0	15.0	15.0	0.0	0.0	0.0		
6 WATER SYSTEM IMPROVEMENT:								
7 General System Improvements	0.0	200.0	200.0	0.0	0.0	0.0	0.0%	
9 Resv. No. 2 - Floor Repair, Re-Line, & Coat 2MG tank	0.0	0.0	0.0	0.0	0.0	0.0		
System Improvement Maintenance		120.0	120.0	0.0	(7.5)	(7.5)	0.0%	
SCADA "Hop" Tower		0.0	0.0	0.0	0.0	0.0		
10 Sub-Total Water System Improvement	0.0	320.0	200.0	0.0	0.0	0.0		
11 WATER CONSTRUCTION PROJECT								
12 1.74 MG Reservoir with piping within Zone 1924	153.5	500.0	731.1	79.9	231.1	311.0	10.9%	
Other Equipment	0.0	40.0	40.0	0.0	0.0	0.0	0.0%	
14 Sub-Total Water Water Construction Project	153.5	540.0	771.1	79.9	231.1	311.0	57.6%	
15 Total Expenditures	153.5	875.0	986.1	79.9	231.1	311.0		
16 REVENUES								
17 Interest Earning	10.3	10.5	10.5	75.7	0.0	75.7	721.5%	
18 Capital Improvement Chrgs	0.5	1.3	1.3	0.7	0.0	0.7	53.5%	
Loan Proceeds	0.0	0.0	0.0	0.0	0.0	0.0		
19 Total Revenues	10.8	11.8	11.8	76.4	0.0	76.4	647.9%	
20 Net Capital Fund	(142.7)	(863.2)	(974.3)	(3.5)	(231.1)	(234.6)		
21 Beginning Capital Fund Balance	1,238.8	1,200.5	1,200.5	1,200.5		1,200.5		
22								
23 Depreciation Expense	104.2	105.2	105.2	104.1		104.1		
24 Ending Capital Fund Balance Reserve	1,200.5	442.5	331.4	1,301.2		1,070.1		
25								
26								
27	SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total		
28				Acq Fund	Depr Fund	Cap Fund		
29				Beginning Fund Balance	46.1	1,154.4	1,200.5	
30				Revenue & Depreciation	76.4	104.0	180.4	
31				Expenditure & Encumbrances	-	(79.9)	(79.9)	
32				Ending Fund Balance	122.5	1,178.5	1,301.0	

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.

September 2023

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	15	Capital Funds	Padre completed biological survey. Acquired entry permits for Geotech Survey. Geotech Consultant preparing for field work. Modifying AECOM design contract for completing 30% design.
Bell Canyon Creek Crossing Pipeline Replacement	H. Arredondo	Planning	15	Capital Funds	Land survey complete. Remaining scope on HOLD pending design outcome of Reservoir 3.

4. DISTRICT STAFF REPORT

- C. 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.

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

Drought Classification

None

DO (Abnormally Dry)

D1 (Moderate Drought)

 D2 (Severe Drought)

 D3 (Extreme Drought)

 04 (Exceptional Drought)

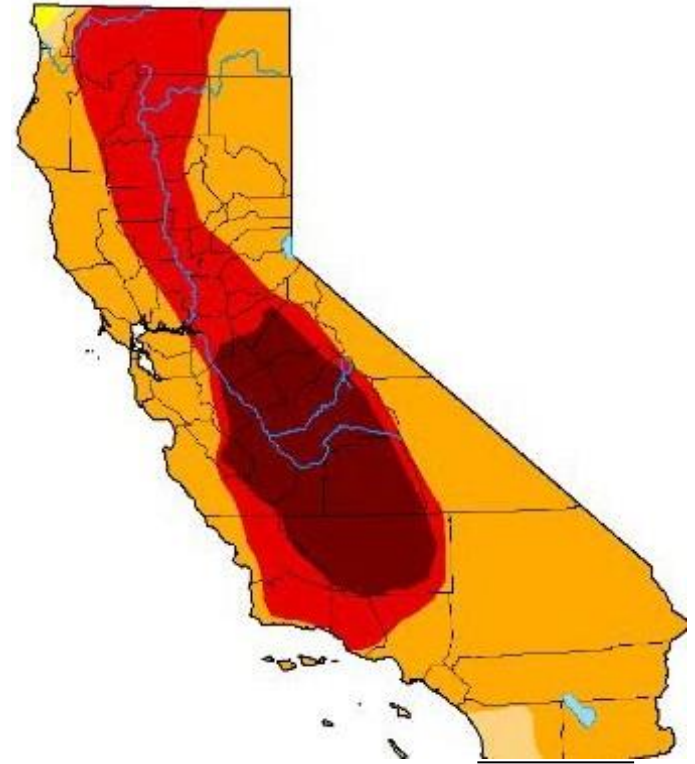
 No Data



September 5, 2023



[Download Map](#)



September 6, 2022



[Download Map](#)

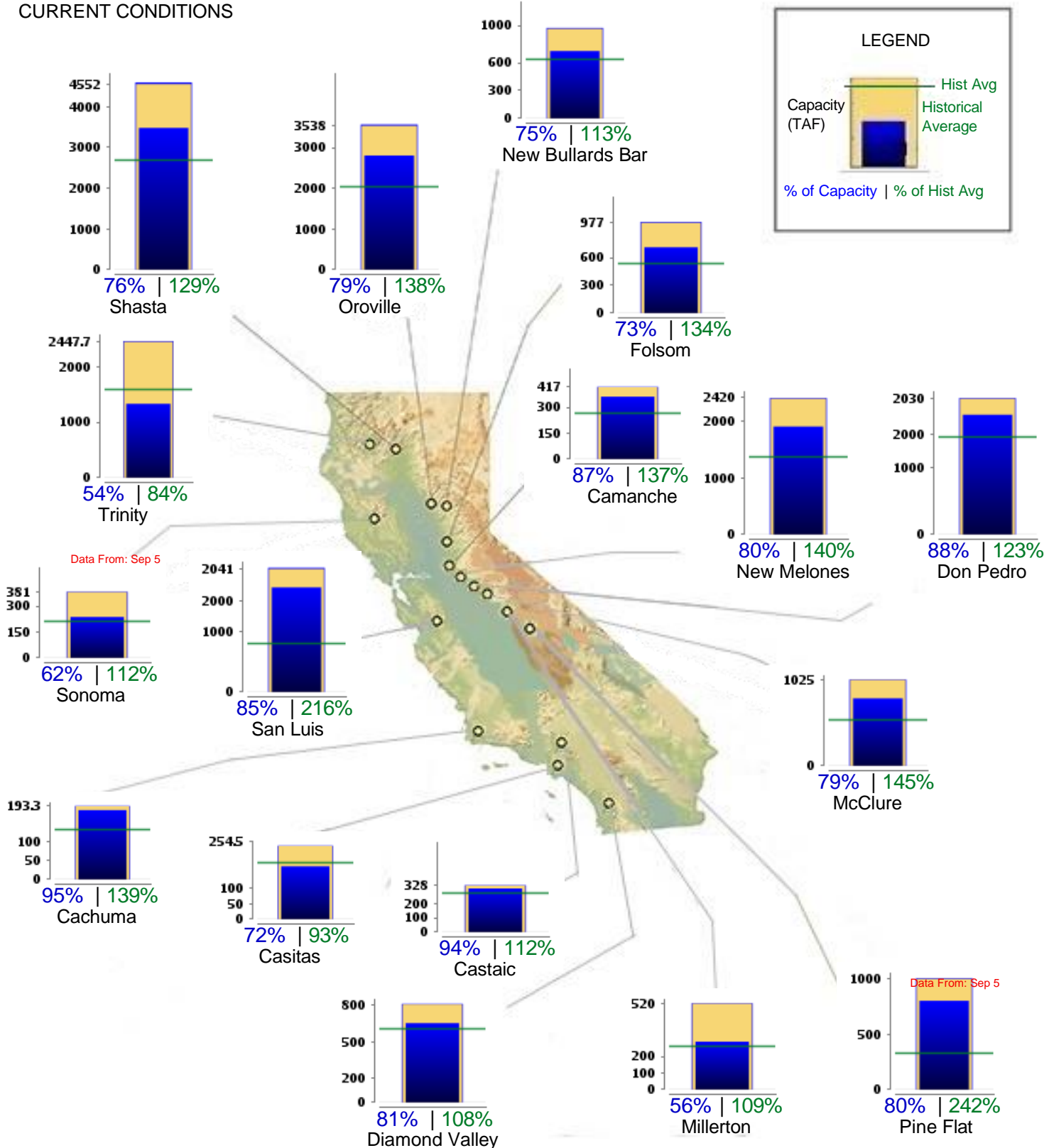


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - September 7, 2023

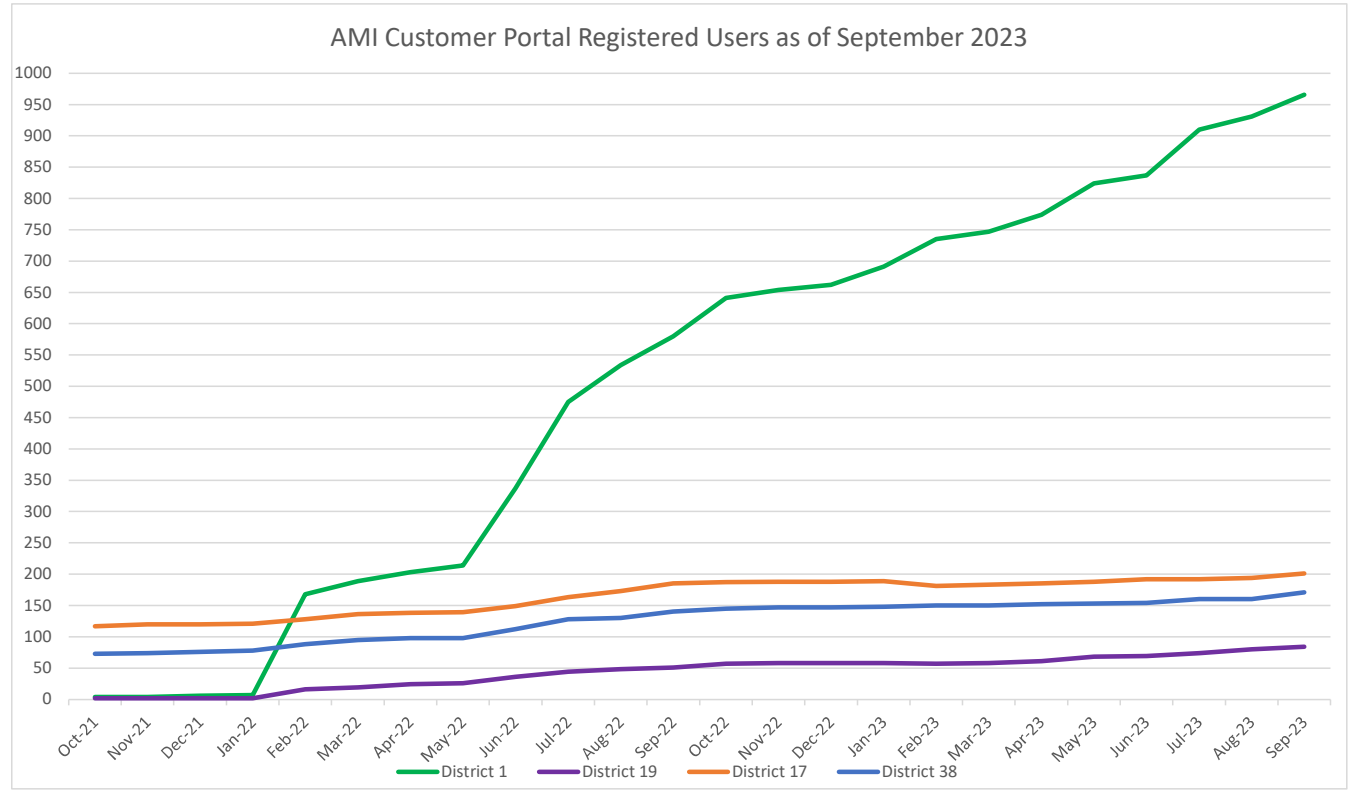
CURRENT CONDITIONS



4. DISTRICT STAFF REPORT

- E. 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.
- F. UPDATE ON AVENUES OF PUBLIC OUTREACH –
How the District is reaching out to its customers
concerning water conservation.
- G. 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.
- H. 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
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
Nov-22	654	58	188	147
Dec-22	662	58	188	147
Jan-23	691	58	189	148
Feb-23	735	57	181	150
Mar-23	747	58	183	150
Apr-23	774	61	185	152
May-23	824	68	188	153
Jun-23	837	69	192	154
Jul-23	910	74	192	160
Aug-23	931	80	194	160
Sep-23	966	84	201	171



5. 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.
 - A. HOA / Equestrian Center Water Usage

Created 9/6/2023 11:57:13 AM
 Custome 100996
 Account 22161
 Service A 30 HACKAMORE LN SUITE 8
 Mailing Address:
 BELL CANYON ASSN INC
 30 HACKAMORE LN SUITE 8
 BELL CANYON CA 91307-1000

39.73

Service	Read Date	Meter	Read Type	Previous Reading	Current Reading	Days	Consumption	Unit Of Measure	Average
Water	8/15/2023	84627565	Water	1495.0000	1536.0000	28	41.0000	HCF	1.46
Water	7/18/2023	84627565	Water	1463.0000	1495.0000	28	32.0000	HCF	1.14
Water	6/20/2023	84627565	Water	1426.0000	1463.0000	35	37.0000	HCF	1.06
Water	5/16/2023	84627565	Water	1398.0000	1426.0000	28	28.0000	HCF	1.00
Water	4/18/2023	84627565	Water	1378.0000	1398.0000	35	20.0000	HCF	0.57
Water	3/14/2023	84627565	Water	1363.0000	1378.0000	28	15.0000	HCF	0.54
Water	2/14/2023	84627565	Water	1345.0000	1363.0000	28	18.0000	HCF	0.64
Water	1/17/2023	84627565	Water	1333.0000	1345.0000	28	12.0000	HCF	0.43
Water	12/20/2022	84627565	Water	1288.0000	1333.0000	35	45.0000	HCF	1.29
Water	11/15/2022	84627565	Water	1240.0000	1288.0000	28	48.0000	HCF	1.71
Water	10/18/2022	84627565	Water	1196.0000	1240.0000	28	44.0000	HCF	1.57
Water	9/20/2022	84627565	Water	1145.0000	1196.0000	35	51.0000	HCF	1.46
Water	8/16/2022	84627565	Water	1101.0000	1145.0000	28	44.0000	HCF	1.57
Water	7/19/2022	84627565	Water	1017.0000	1101.0000	35	84.0000	HCF	2.40
Water	6/14/2022	84627565	Water	977.0000	1017.0000	28	40.0000	HCF	1.43
Water	5/17/2022	84627565	Water	940.0000	977.0000	28	37.0000	HCF	1.32
Water	4/19/2022	84627565	Water	907.0000	940.0000	35	33.0000	HCF	0.94
Water	3/15/2022	84627565	Water	882.0000	907.0000	28	25.0000	HCF	0.89
Water	2/15/2022	84627565	Water	856.0000	882.0000	28	26.0000	HCF	0.93
Water	1/18/2022	84627565	Water	836.0000	856.0000	35	20.0000	HCF	0.57
Water	12/14/2021	84627565	Water	812.0000	836.0000	28	24.0000	HCF	0.86
Water	11/16/2021	84627565	Water	755.0000	812.0000	28	57.0000	HCF	2.04
Water	10/19/2021	84627565	Water	664.0000	755.0000	35	91.0000	HCF	2.60
Water	9/14/2021	84627565	Water	602.0000	664.0000	28	62.0000	HCF	2.21
Water	8/17/2021	84627565	Water	563.0000	602.0000	28	39.0000	HCF	1.39
Water	7/20/2021	84627565	Water	503.0000	563.0000	35	60.0000	HCF	1.71

Created 9/6/2023 12:06:12 PM

Custom 100997

Account 14612

Service 29 BAYMARE RD

Mailing Address:

BELL CYN EQUESTRIAN CTR

30 HACKAMORE LN SUITE 8

BELL CANYON CA 91307

202.19

Service	Read Date	Meter	Read Type	Previous Reading	Current Reading	Days	Consumption	Unit Of Measure	Average
Water	8/15/2023	91238574	Water	3154.0000	3420.0000	28	266.0000	HCF	9.50
Water	7/18/2023	91238574	Water	2911.0000	3154.0000	28	243.0000	HCF	8.68
Water	6/20/2023	91238574	Water	2681.0000	2911.0000	35	230.0000	HCF	6.57
Water	5/16/2023	91238574	Water	2496.0000	2681.0000	28	185.0000	HCF	6.61
Water	4/18/2023	91238574	Water	2388.0000	2496.0000	35	108.0000	HCF	3.09
Water	3/14/2023	91238574	Water	2306.0000	2388.0000	28	82.0000	HCF	2.93
Water	2/14/2023	91238574	Water	2201.0000	2306.0000	28	105.0000	HCF	3.75
Water	1/17/2023	91238574	Water	2133.0000	2201.0000	28	68.0000	HCF	2.43
Water	12/20/2022	91238574	Water	1989.0000	2133.0000	35	144.0000	HCF	4.11
Water	11/15/2022	91238574	Water	1815.0000	1989.0000	28	174.0000	HCF	6.21
Water	10/18/2022	91238574	Water	1584.0000	1815.0000	28	231.0000	HCF	8.25
Water	9/20/2022	91238574	Water	1243.0000	1584.0000	35	341.0000	HCF	9.74
Water	8/16/2022	91238574	Water	1007.0000	1243.0000	28	236.0000	HCF	8.43
Water	7/19/2022	91238574	Water	732.0000	1007.0000	35	275.0000	HCF	7.86
Water	6/14/2022	91238574	Water	508.0000	732.0000	28	224.0000	HCF	8.00
Water	5/17/2022	91238574	Water	280.0000	508.0000	28	228.0000	HCF	8.14
Water	4/19/2022	91238574	Water	90.0000	280.0000	35	190.0000	HCF	5.43
Water	3/15/2022	91238574	Water	0.0000	90.0000	13	90.0000	HCF	6.92
Water	3/2/2022	75838741	Water	25782.0000	25885.0000	15	103.0000	HCF	6.87
Water	2/15/2022	75838741	Water	25615.0000	25782.0000	28	167.0000	HCF	5.96
Water	1/18/2022	75838741	Water	25544.0000	25615.0000	35	71.0000	HCF	2.03
Water	12/14/2021	75838741	Water	25414.0000	25544.0000	28	130.0000	HCF	4.64
Water	11/16/2021	75838741	Water	25248.0000	25414.0000	28	166.0000	HCF	5.93
Water	10/19/2021	75838741	Water	24943.0000	25248.0000	35	305.0000	HCF	8.71
Water	9/14/2021	75838741	Water	24610.0000	24943.0000	28	333.0000	HCF	11.89
Water	8/17/2021	75838741	Water	24260.0000	24610.0000	28	350.0000	HCF	12.50
Water	7/20/2021	75838741	Water	23846.0000	24260.0000	35	414.0000	HCF	11.83

5. 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.

- B. Reservoir 3 Alternative Sites Memo

Memorandum

Location:
Bell Canyon, Ventura County

Project Name:
Bell Canyon Reservoir

Prepared by:
Derek Plaza
William Black
Stephen Bianchetta

AECOM Project Number:
60616160

SUBJECT: PROPOSED DISTRICT 17 BELL CANYON RESERVOIR SITE ALTERNATIVES

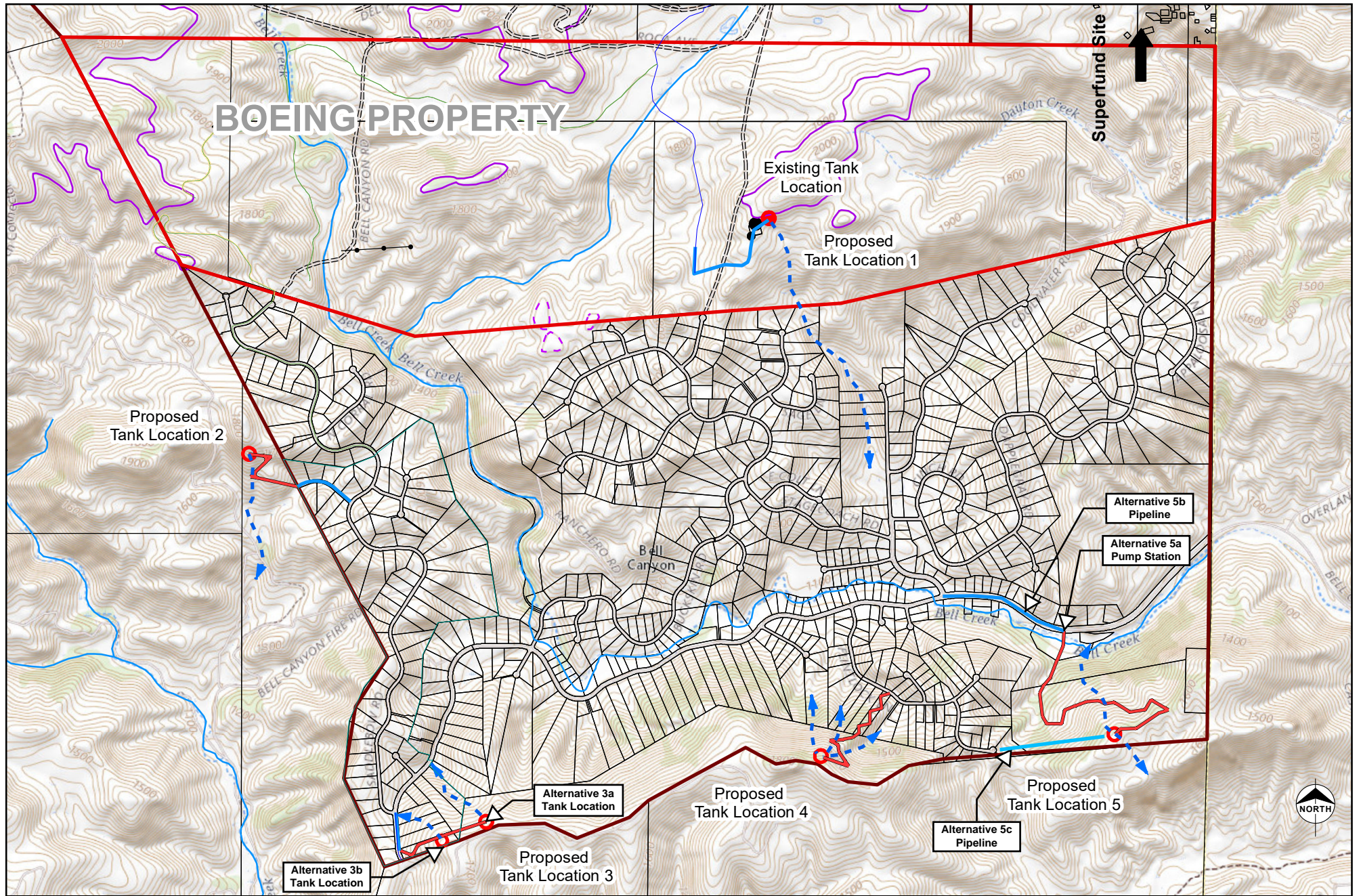
INTRODUCTION

This memorandum documents AECOM's evaluation of alternatives for siting a 1.73 million gallon (MG) water reservoir at Bell Canyon. Bell Canyon service area is supplied by a single pipeline from Calleguas Municipal Water District (Calleguas). There is concern that a single source of water supply may experience loss of service due to either pump station failure, a pipeline leak, or loss of the Calleguas service. The existing distribution system hydraulic schematic presented in Penfield Smith Master Plan of 2010 also points out the exposure of the system to a loss of service should any of the pipelines or PRV's suffer mechanical damage or leakage. By providing additional sources of supply and/or additional storage, vulnerability of possible mechanical failures will be minimized. To this end, the Penfield & Smith report of 2010 recommends installation of a 1.73 MG water reservoir at pressure zone of 1924. However, the owner of the Boeing property north of Bell Canyon where the only potential sites at pressure zone 1924 are available has stated that the Boeing property cannot be used for a new reservoir. As such, additional sites within the Bell Canyon development at lower pressure zones are now being evaluated.

A brief alternatives analysis utilizing the following decision criteria is provided to develop a decision matrix for determining the best alternative. Each alternative is given a subjective score on a scale of 1 to 5 based on criteria listed below. Criteria weights and scores are subject to change based on the District's review. Alternatives may be excluded entirely despite ranking based on overriding factors such as geological considerations and property rights.

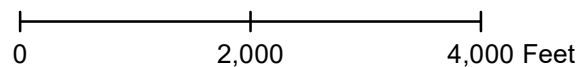
<u>Decision Criteria:</u>	<u>Weighting</u>
• Hydraulics	30%
• Accessibility	25%
• Geotech & Cost	20%
• Overflow	15%
• Property & Visual	10%

A map of the new five potential reservoir sites is provided as Figure 1 on the next page. The five potential sites are as follows with their respective sub-alternatives:



Legend

- Boeing Property Boundary
- River
- Tanks
- > Overflow_Paths
- ==== Roads
- 1920' msl Contour
- Existing
- New_Pipes
- Additional Topographic High Contours
- Parcel
- Proposed
- New_Prop_Road
- Area Perimeter



**COUNTY OF VENTURA
DISTRICT 17 BELL CANYON RESERVOIR**

**Existing and Proposed
Tank Locations**



Figure 1

Location 1: Next to Existing Tanks

- Hydraulics: Elevation available to match Zone 1924 serving the entire system at current pressures (Score = 5)
- Accessibility: Minimal, existing road may need to be refurbished. (Score = 5)
- Geotech & Cost: Extensive rock removal is expected for tank construction and for construction of 1700LF of connector pipe (Score = 4)
- Overflow: Passes through Minimum of 2 properties before joining stream with no houses at apparent risk. The overflow route would remain the same for the existing tank site. (Score = 3)
- Property & Visual: Is on Boeing property, but maintains current visuals (Score = 4)

Other notes: Is on Boeing Property (potential fatal flaw, but is being considered as it is adjacent to existing reservoirs)

Location 2: Northwest Hillside off Morgan Rd.

- Hydraulics: Elevation available to match Zone 1677 Serving up to ~500 properties (Score = 4)
- Accessibility: Moderate grades, uses existing end road, minimal impacts to horse trails (Score = 4)
- Geotech & Cost: Cut-fill balanced, ~1000 LF road, ~4000 LF connector pipe (Score = 4)
- Overflow: Flows away from properties (Score = 5)
- Property & Visual: Property owner TBD, will require visual mitigation (Score = 3)

Other notes: Potential fatal flaw if site is in open space preserve

Location 3: Southwest at end of Bell Canyon Rd.

- Hydraulics: Elevation available to match Zone 1677 Serving up to ~500 properties (Score = 4 for 3a and 3b)
- Accessibility: Moderate grades, shares existing horse trail (Score = 3 for 3a and 4 for 3b)
- Geotech & Cost: Cut-Fill Balanced, ~1200 LF road, ~3200 LF connector pipe (Score = 3 for 3a and 3b)
- Overflow: Flows through two private parcels, but safely in gully if in HOA property. If in vacant parcel, flows erratically through multiple parcels until out-falling at Bell Canyon Rd (requires containment channelization) (Score = 4 for 3a and 2 for 3b))
- Property & Visual: Requires vacant parcel take, visual mitigation, and horse trail mitigation, but on HOA property (Score = 3 for 3a and 2 for 3b)

Other notes: Tank in HOA property (Alternative 3a). Smaller tank could be located within parcel take (Alternative 3b). Overflow has other options.

Location 4: South Hill off Flintlock Ln.

- Hydraulics: Elevation available to match Zone 1550 Serving up to ~400 properties, targets a fire flow deficient area, and is capable of serving a pressure zone of up to 1760 (Score = 4)
- Accessibility: Difficult Grades (Score = 2)
- Geotech & Cost: Cut-Fill Balanced, ~2000 LF road and ~4000 LF connector pipe (Score = 3)
- Overflow: Flows directly to private property then to roadway, containment channelization needed (Score = 2)
- Property & Visual: Requires vacant parcel take and visual mitigation, but on HOA property and does not affect horse trails (Score = 3)

Other notes: Location may be good as supplemental to others, overflow has options.

Location 5: Southeast Hillside off Bell Canyon Rd.

- Hydraulics: Elevation available to match Zone 1550 Serving up to ~400 properties but will require pumping as it ties into Zone 1347 (lowest) serving <100 properties. Additional ~1700 LF (possibly doubled) of connector piping can tap into the Zone 1550 high pressure line at Hackamore Ln (Score = 1 for 5a, 4 for 5b and 4 for 5c)
- Accessibility: Uses existing horse trail but is remote (Score = 3 for 5a, 5b and 5c)
- Geotech & Cost: Cut-fill Balanced, ~4000 LF road, ~8000 LF connector pipe (Score =2 for 5a, 1 for 5b and 3 for 5c)
- Overflow: Flows away from properties (Score = 5 for 5a, 5b and 5c)
- Property & Visual: Completely within HOA land, will require visual mitigation, and horse trail mitigation (Score = 4 for 5a, 5b and 5c)

Other notes: Pumping from Zone 1347 (Alternative 5a) Tapping into Zone 1550 high pressure line at Hackamore Ln (Alternative 5b). Tying into end of Zone 1550 through Silver Spur Ln will require easement through private property along existing horse trail (Alternative 5c).

Alternative	Hydraulics		Accessibility		Geotech & Costs		Overflow		Property & Visual		Total Score	Ranking
	Weighting Factor	Weighted Score	Weighting Factor	Weighted Score	Weighting Factor	Weighted Score	Weighting Factor	Weighted Score	Weighting Factor	Weighted Score		
1	30%	5	25%	5	20%	4	15%	3	10%	4	4.4	1
2		1.5		1.25		0.8		0.45		0.4	4.05	2
3a		1.2		1		0.8		0.75		0.3	3.45	4
3b		1.2		0.75		0.6		0.6		0.3	3.3	5
4		1.2		1		0.6		0.3		0.2	2.9	7
5a		1.2		0.5		0.6		0.3		0.3	2.6	6
5b		0.3		0.75		0.4		0.75		0.4	3.3	5
5c		1.2		0.75		0.2		0.75		0.4	3.7	3

6. ACTION ITEM

A. Water Rates Presentation



Ventura County Waterworks District No.17

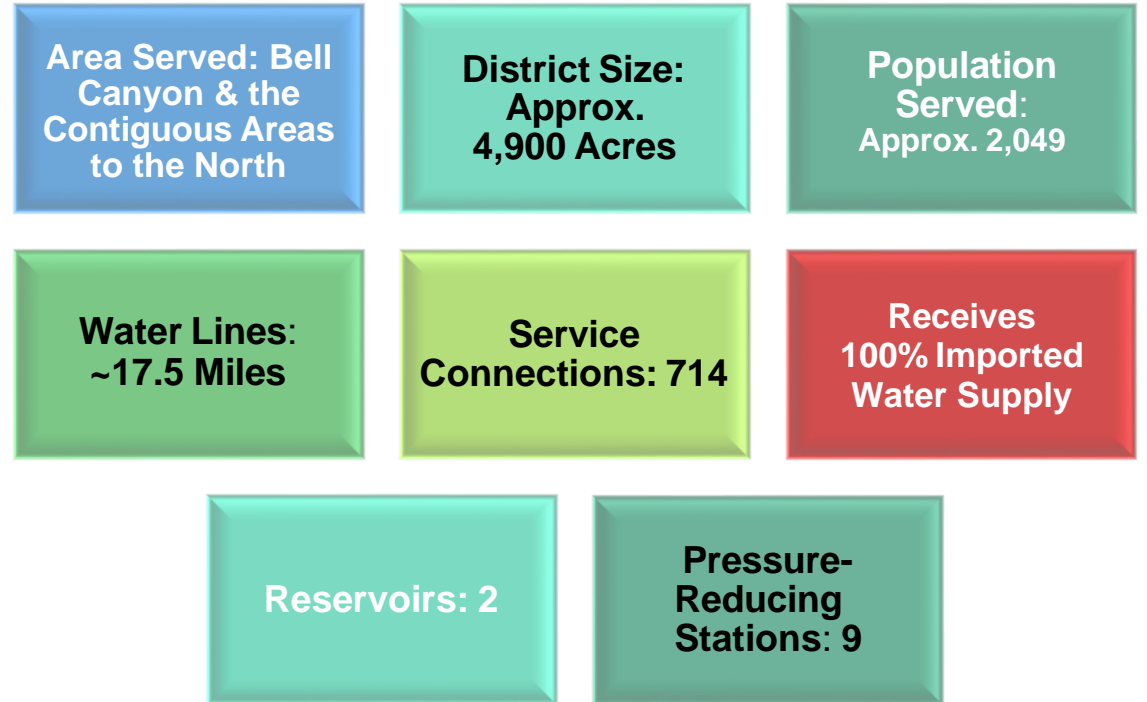
Proposed Water Rate Adjustments for Calendar Year 2024

Joseph C. Pope, P.E
Director, Water and Sanitation
County of Ventura Public Works Agency
September 19, 2023

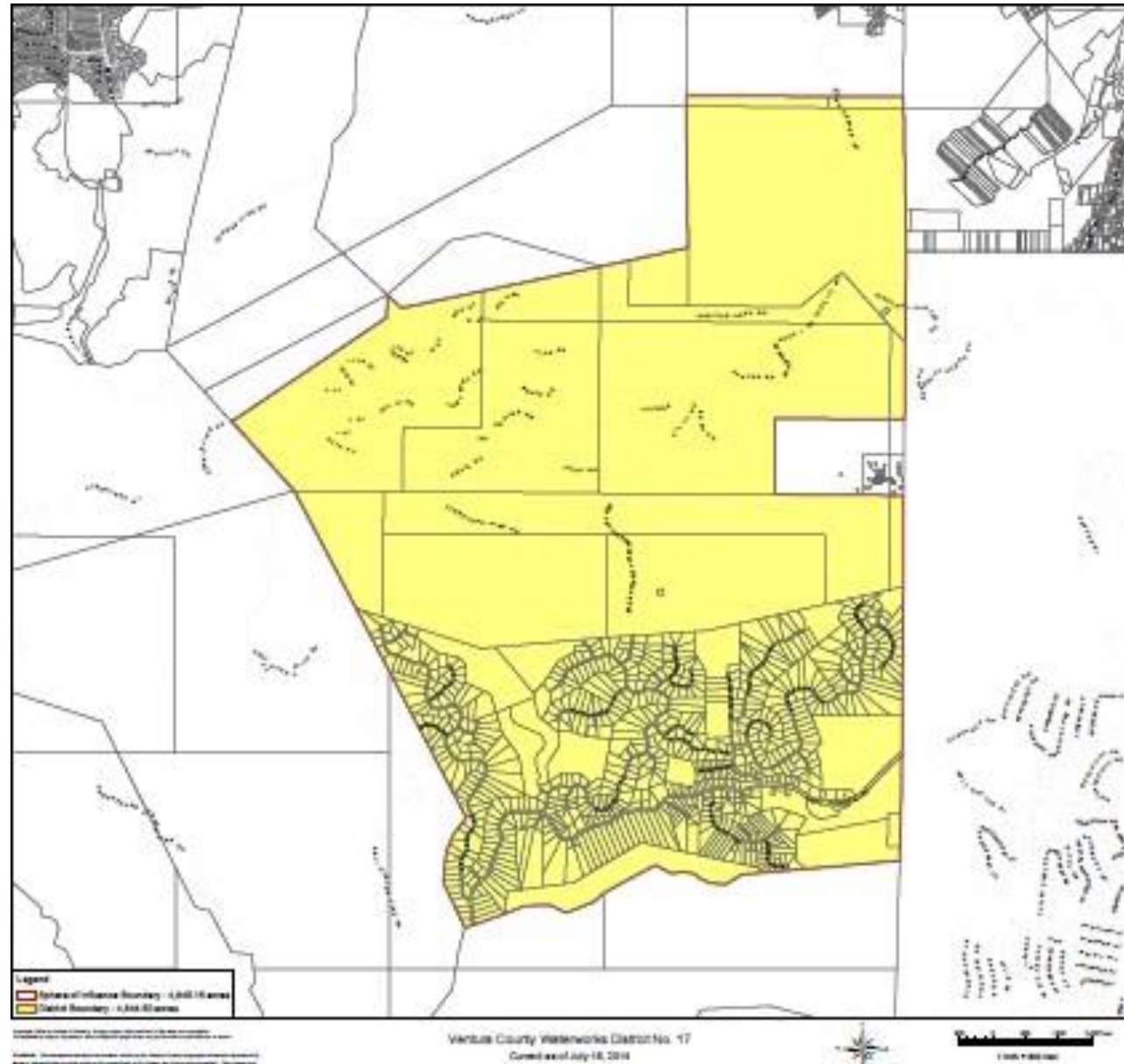
September 19, 2023

PUBLIC **VENTURA COUNTY** **WORKS** **Ventura County** **Waterworks District No. 17 (Bell Canyon)**

- Formed on April 11, 1977
- The Ventura County Board of Supervisors (BOS) is the Board of Directors for District 17.
- The Citizens' Advisory Committee reviews all policy, budget, and water rate recommendations before they are recommended to the BOS.



Ventura County Waterworks District No. 17 (Bell Canyon) Service Area



Rate Model Assumptions for 2024

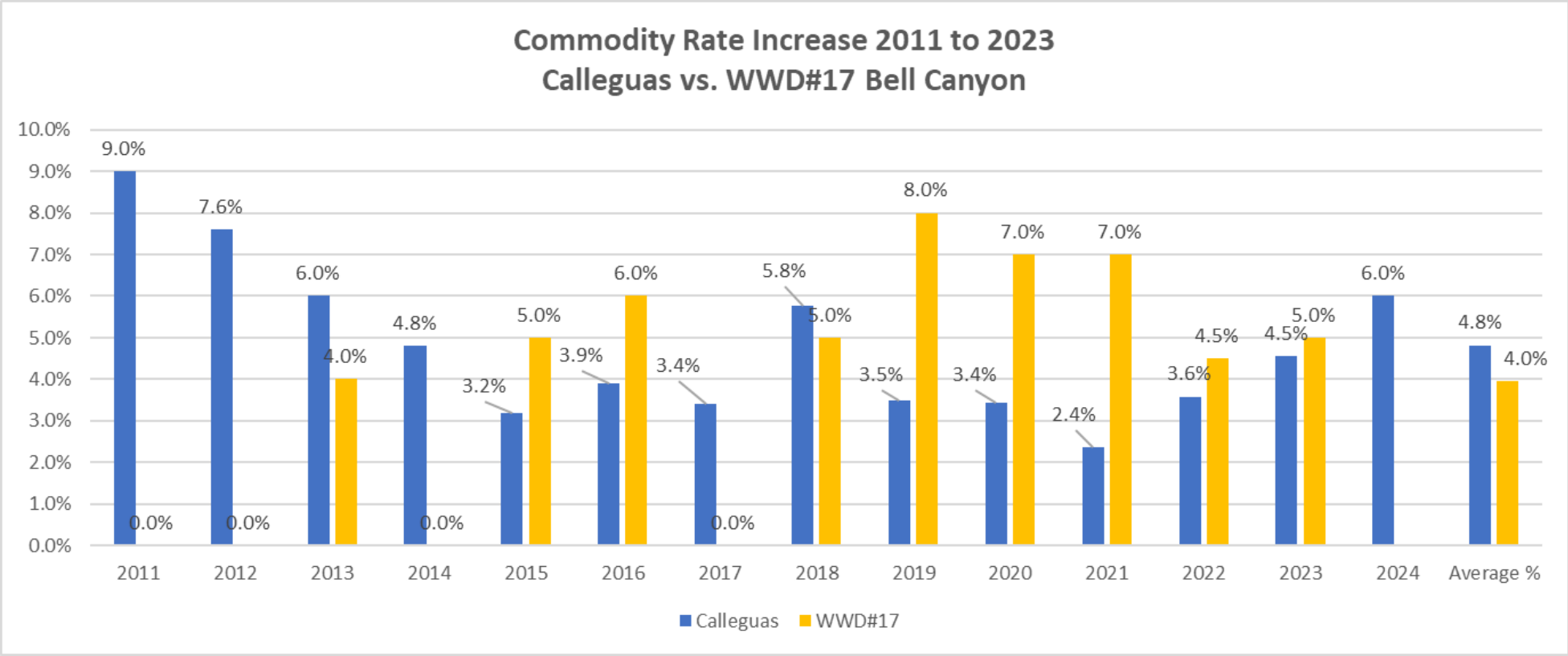
- Calleguas Municipal Water District Approved Rate increase of 6% for 2024
- Assumes average water use from past 5 years
- Assumed inflationary increases used for rate analysis:
 - Labor 3.5%, Electricity 4%, and materials 3%
- 1.5 MG Reservoir and Saddlebow Pipeline projects will be financed by 0% interest State Revolving Fund Loan with 30% Principal forgiveness
- Repair and Recoating of Reservoir #1 Planned for FY 2026 (funded from reserves)
- PROPOSED Rate increase is 6% Calleguas pass through plus 1.5% for future capital project expenses

New Reservoir and Pipeline Replacement Project

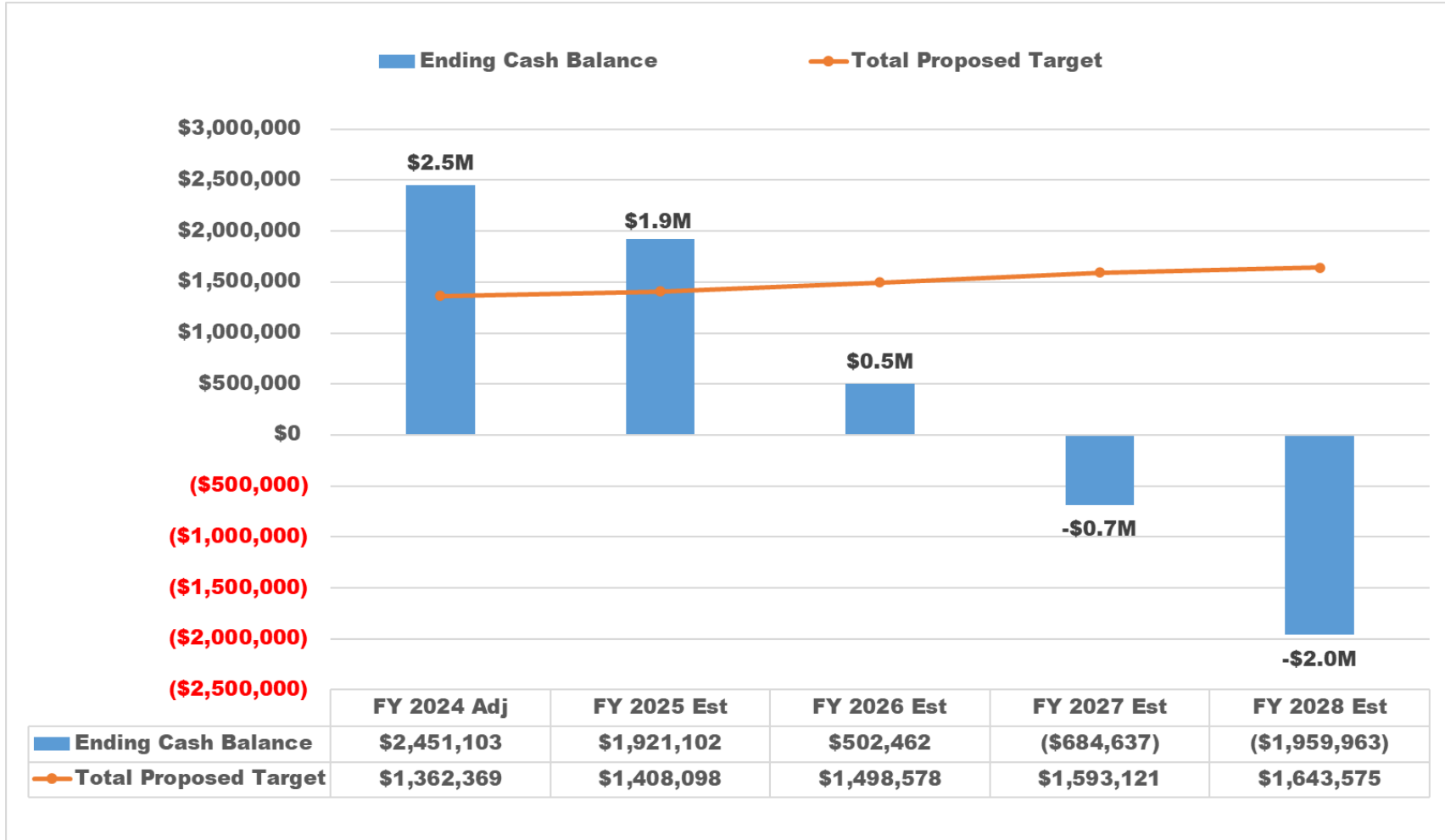
Current Schedule

- **August 2023 to June 2024: Geotechnical Study & 30% Design**
- **July 2024 to March 2025: CEQA Process**
- **July 2024 to July 2025: Final Design (concurrent with CEQA)**
- **April 2025 to July 2025: Finalize Financing Agreement (requires CEQA)**
- **September 2025: Construction Award**
- **December 2026: Construction Complete**

Calleguas vs. WWD#17 Historic Rate Increases 2011-2023



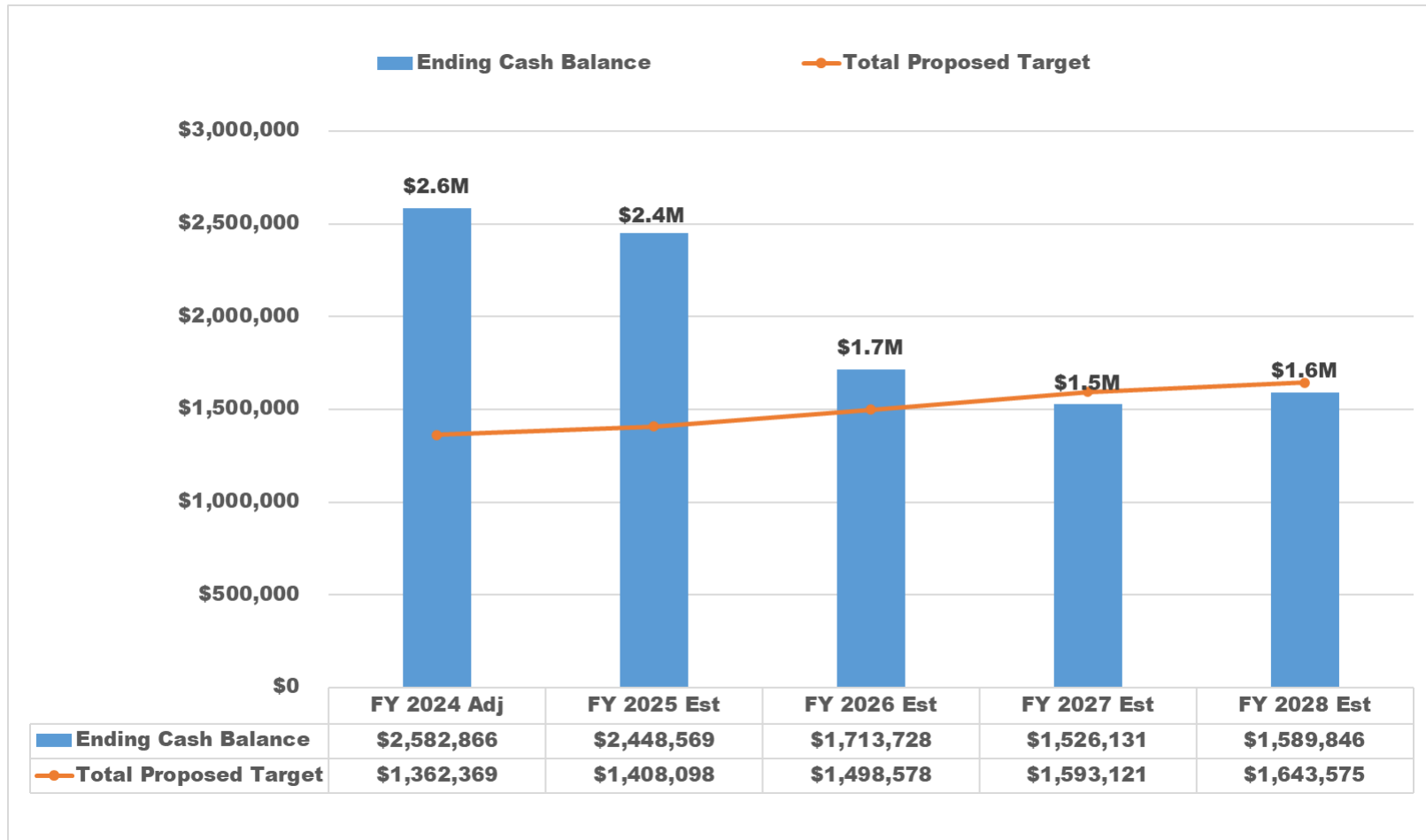
Cash Reserves Forecast With No Rate Increases



Cash Reserves go negative due to operating losses and future debt service

Cash Reserve Forecast With Recommended

Commodity rate adjustment: 6% Calleguas Pass-Through plus 1.5%



Proposed Rate Increases maintains cash reserves near targeted range

Proposed Rate Increase Recommendation

Commodity rate adjustment: 6% Calleguas +1.5%

<i>Commodity Rates for Residential Customers</i>			
<i>Tier</i>	<i>Proposed Monthly Use (HCF)</i>	<i>Current 2023</i>	<i>Proposed 2024</i>
1	0 - 10	\$5.50	\$5.91
2	>10 – 54	\$6.52	\$7.01
3	> 54	\$8.18	\$8.79

Note: Rates per 100 Cubic Feet of Water (HCF)=748 Gallons

<i>Commodity Rates for Other Customer Classes</i>		
<i>Customer Class</i>	<i>Current 2023</i>	<i>Proposed 2024</i>
Commercial	\$6.66	\$7.16
Industrial	\$6.66	\$7.16
Institutional	\$6.66	\$7.16
Temporary Construction	\$6.86	\$7.37

Bell Canyon Water Services

Proposed Meter Charge Recommendation

Fixed meter charge increase: 6% Calleguas +1.5%

Monthly Meter Charges		
Meter Size	Current 2023	Proposed 2024
3/4-inch	\$24.24	\$26.06
1-inch	\$34.87	\$37.49
1 1/2-inch	\$61.45	\$66.06
2-inch	\$93.33	\$100.33
3-inch	\$194.31	\$208.88
4-inch	\$343.10	\$368.83
6-inch	\$699.14	\$751.58
Monthly Fireline Charges		
Meter Size	Current 2023	Proposed 2024
6-inch	\$42.55	\$45.75

Note: Water used through private fire services will be charged at the temporary construction water rate

Proposed Water Rate Increases Impact on Residential Customers

Meter / Service	Usage Hundred Cubic Feet (HCF)	2023 Bill	2024 Bill	% Increase
1" Residential	50	\$343.08	\$368.81	7.5%



Calculators are available on our website: <http://pwa.vcpublishworks.org/wsd/ratesandcharges/>

ACTION ITEMS for Citizens Advisory Committee

- APPROVE Staff's Recommended Rate increase for commodity and fixed charges for 2024 is 6% Calleguas pass-through plus 1.5% for future capital project expenditures.

Alternative Action Item

- Consider Approval of 5-year Callegaus Pass-Through Rates +1.5% for future capital project expenditures

7. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

8. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on November 21, 2023.