

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

October 18, 2023

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

NOTICE IS HEREBY GIVEN that a special meeting of the Ventura County Waterworks District No. 19 Somis Citizens' Advisory Committee will be held **Wednesday, October 25, 2023**, from 7:00 p.m. to adjournment at the **Bell Canyon Homeowner's Association, 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 October 24, 2023, if you are unable to participate in the meeting.

Sincerely,



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



AGENDA OF MEETING

1. CALL TO ORDER
2. PUBLIC COMMENT
3. FISCAL YEAR 2023 FINANCIAL REVIEW
4. ACTION ITEM - SETTING WATER RATES FOR 2024
5. COMMITTEE MEMBERS COMMENTS
6. ADJOURNMENT

*The next District 17 regularly scheduled Citizen's Advisory Committee 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.

- Observe the Citizens Advisory Committee meeting live at:
<https://us06web.zoom.us/j/4700527072>
- **If you wish to make a comment on a specific agenda item, you may attend the meeting via Zoom, and you will be given a chance to be heard. If you prefer to submit a written comment ahead of time, 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, you may attend the meeting via Zoom, and you will be given a chance to be heard. If you prefer to submit a comment in writing, 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 ACCOMMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

1. CALL TO ORDER

2. PUBLIC COMMENT

3. FISCAL YEAR 2023 FINANCIAL REVIEW

CURRENT PERIOD ACTIVITIES TO AP03 FY24 ENDING 9/30/2023					
	FY22 ACTUAL	FY23 ACTUAL	FY24 ADJ BUDGET	FY24 ACTUAL	FY24 YR-END PRJ
Total Beginning Balances	\$2,448,743	\$2,727,920	\$2,736,307	\$2,736,307	\$2,736,307
Total Ending Balances	\$2,727,920	\$2,736,307	\$2,079,346	\$2,716,905	\$2,828,449
Total Proposed Targets	\$1,035,161	\$812,602	\$1,242,849	\$157,392	\$1,125,757
Alert	ok	ok	ok	ok	ok
O&M/ Rate Stab Fund	FY22 ACTUAL	FY23 ACTUAL	FY24 ADJ BUDGET	FY24 ACTUAL	FY24 YR-END PRJ
Beginning Balances	\$1,209,827	\$1,527,458	\$1,435,187	\$1,435,187	\$1,435,187
O&M Revenue					
Interest Earning	-	-	\$0.0	\$0	-
State Aid for Disaster	14,375.5	-	\$0.0	\$0	-
Special Assessment	6,098.8	7,901	\$7,234.8	\$262	5,930.44
Line Extension/Permit Fees	1,770.7	1,505.0	\$1,700.0	\$1,444	1,700.00
Meter Sales And Install Fee	2,306.0	2,665.0	\$2,500.0	\$924	924.00
Other Revenue-Misc	59,932.9	34,083.4	\$53,645.2	\$4,906	35,584.00
Water Sales	3,124,135.3	2,222,843.5	\$3,508,393.6	\$425,249	3,278,145.00
Gain/Loss Capital Assets	-	-	\$0.0	\$0	-
CAFR Adjustments	-	-	\$0.0	-	-
Total - O&M Revenue	3,208,619.2	2,268,997.5	\$3,573,474	\$432,784.9	\$3,322,283
O&M Expenditure					
System Maintenance Supplies & Contracts	57,150.5	114,533.0	\$101,500	\$6,533	\$102,500
Improvement Maintenance	439.5	1,801.8	\$40,000	\$0	\$40,000
Buildings And Improvements Maintenance	-	-	\$0	\$0	\$0
Equipment	-	-	\$8,000	\$0	\$8,000
Indirect Cost Recovery	8,952.0	11,854.0	\$17,141	\$0	\$17,141
Misc. Expense	56,535.9	38,215.2	\$39,296	\$1,435	27,584
Other Prof. & Spec. Svcs	7,730.7	3,403.5	\$10,000	\$0	\$10,000
State Permit/Fees	6,100.0	-	\$2,500	\$0	2,500
O&M Labor	347,586.7	311,135.0	\$559,100	\$68,218	\$364,286
Management And Admin Survey ISF	135,900.0	155,100.0	\$169,000	\$0	\$169,000
Engineering And Technical Surveys	-	-	\$44,000	\$0	\$44,000
Water Analysis	1,652.1	5,078.3	\$5,000	\$215	\$3,215
Cross Connection Fees	100.0	-	\$2,500	\$0	\$2,500
Water Purchases	2,116,530.4	1,588,017.4	\$2,400,616	\$334,497	2,231,661
Water System Power	3,724.7	4,753.8	\$5,000	\$932	\$5,000
Depreciation Expense	104,187.5	104,148.2	\$103,684	\$26,136	\$103,684
Contribution to other Funds	7,429.2	7,739.7	\$23,700	\$0	\$23,700
Meter Purchase	36,969.5	15,488.8	\$37,000	\$21,503	37,000
Conservation Program	-	-	\$0	\$0	-
Contingencies	-	-	\$0	\$0	\$0
CAFR Adjustment	-	-	\$0	-	-
Total - O&M Expenditure	\$2,890,989	\$2,361,269	\$3,568,037	\$459,470	\$3,191,771
Result of Operation	\$317,631	(\$92,271)	\$5,436	(\$26,685)	\$130,512
CAFR Adjustments	\$0	\$0			\$0
Transfer to/fr Capital Reserve	\$0	\$0	\$0	\$0	\$0
Ending Balances	\$1,527,457.98	\$1,435,186.78	\$1,440,623.22	\$1,408,501.88	\$1,565,698.82
Total Purchase	1065.7	522.3	1210.0	522.3	1,042.0
Total Usage	1037.3	499.5	1137.4	499.5	983.1
Water Loss	3%	4%	6%	4%	6%
Minimum Balance					
25%	\$722,747	\$590,317	\$892,009	\$114,867	\$797,943
10%	\$312,414	\$222,284	\$350,839	\$42,525	\$327,815

	FY22	FY23	FY24 ADJ	FY24	FY24 YR-END
Acquisition&Replacement Fund	ACTUAL	ACTUAL	BUDGET	ACTUAL	PRJ
Beginning Balances	\$1,238,915	\$1,200,462	\$1,301,121	\$1,301,121	\$1,301,121
Capital Sources of Funds					
Interest Earning	10,273.2	75,701.9	\$17,618	-\$12,643	\$17,600
Capital Improvement Chrgs	540.0	695.0	\$1,300	\$0	1,300
Gain/Loss Capital Assets	-	-	\$0	\$0	-
Loan Proceeds	-	-	\$0	\$0	-
Depreciation Expense	104,187.5	104,148.2	\$103,684	\$26,136	\$103,684
Total - Capital Sources of Funds	\$115,001	\$180,545	\$122,602	\$13,493	\$122,584
Capital Uses of Funds					
Water System Improvement:					
System Improvement Maintenance	-	-	\$100,000	\$6,211	-
Reservoir Improvement	-	-	\$0	\$0	-
SCADA Improvement	-	-	\$0	\$0	-
General Improvement Maintenance	-	-	\$15,000	\$0	\$15,000
Total Water System Improvement	\$0	\$0	\$115,000	\$6,211	\$15,000
Water Construction Project:					
Connection bet. 2 Pressure Zone	-	-	\$0	-	\$0
1.74 MG Reservoir with piping within Zone 1924	153,453.5	79,887.0	\$0	-	\$0
Reservoir No. 3 Piping within Zone 1677			\$630,000	-	\$105,955
HighPressurePipeline fr HaciendaRd to Dappelgray	-	-	\$0	\$0	\$0
Total Water Construction Project	\$153,454	\$79,887	\$630,000	-	\$105,955
Other Equipment			40,000.0	-	40,000.0
Total - Capital Uses of Funds	\$153,454	\$79,887	\$785,000	\$6,211	\$160,955
Net Capital Fund	(\$38,453)	\$100,658	(\$662,398)	\$7,283	(\$38,371)
Transfer to/fr O&M / Rate Stabilization Fund	\$0	\$0	\$0	\$0	\$0
Prior Year CAFR Adjustments	\$0	\$0			
Ending Fund Balance	\$1,200,462	\$1,301,121	\$638,722	\$1,308,403	\$1,262,750

WATERWORKS DISTRICT #17-BELL CANYON								
CURRENT PERIOD ACTIVITIES TO AP03 FY24 ENDING 9/30/2023								
		ACTUAL	Adopted Budget	Adjusted Budget	Current	% of	Yr-End Projection	
	DESCRIPTION	FY 23	FY 24	FY 24	Actual	Act/Adpt Bud	6/30/2024	
	EXPENDITURES						COMMENTS	
1	System Maintenance Supplies & Contracts	114.5	101.5	101.5	6.5	6%	102.5	
2	General Maint Supplies	86.9	20.5	20.5	6.5	32%	51.5	
3	PR #1 Sump Pump	0.0	10.0	10.0	0.0	0%	0.0	
4	Reservoir Sampling Ports	0.0	10.0	10.0	0.0	0%	0.0	
5	CLA Valve Maintenance	0.0	10.0	10.0	0.0	0%	10.0	
6	Pipe Materials	11.1	30.0	30.0	0.0	0%	20.0	
10	Adjust Valve Stacks	0.0	10.0	10.0	0.0	0%	10.0	
11	Utility Billing System Maintenance	0.0	1.0	1.0	0.0	0%	1.0	
12	SCADA	0.2	0.0	0.0	0.0		0.0	SCADA Integrating & Troubleshooting
13	Emergency Repairs	16.3	10.0	10.0	0.0	0%	10.0	
14	Improvement Maintenance	1.8	40.0	40.0	0.0	0%	40.0	
15	Equipment	0.0	8.0	8.0	0.0	0%	8.0	ami Zone Meter
16	Indirect Cost Recovery	11.9	17.1	17.1	0.0	0%	17.1	
17	Misc. Expense	38.2	39.3	39.3	1.4	4%	27.6	
18	Other Prof. & Spec. Svcs	3.4	10.0	10.0	0.0	0%	10.0	purchasing chgs, equipmental rental
19	Engineering And Technical Surveys	0.0	44.0	44.0	0.0	0%	44.0	
20	State Permit/Fees	0.0	2.5	2.5	0.0	0%	2.5	Reservoir Inspection, Pressure maps
21	O&M Labor	311.1	559.1	559.1	68.2	12%	364.29	
22	Management And Admin Survey ISF	155.1	169.0	169.0	0.0	0%	169.0	CCR's; GS Atlas Maps
23	Water Analysis	5.1	5.0	5.0	0.2	4%	3.2	Dept. of Health & Safety fees
24	Cross Connection Fees	0.0	2.5	2.5	0.0	0%	2.5	
25	Water Purchases	1,588.0	2,400.6	2,400.6	334.5	14%	2,231.7	
26	Water System Power	4.8	5.0	5.0	0.9	19%	5.0	
27	Depreciation Expense	104.1	103.7	103.7	26.1	25%	103.7	
28	Contribution to other Funds	7.7	23.7	23.7	0.0	0%	23.7	
29	Meter Purchase	15.5	37.0	37.0	21.5	58%	37.0	
30	Conservation Program	0.0	0.0	0.0	0.0		0.0	
31	Contingencies	0.0	0.0	0.0	0.0		0.0	
32	TOTAL EXPENDITURES	2,361.3	3,568.0	3,568.0	459.5		3,191.8	
33	REVENUES							
34	Interest Earning	0.0	0.0	0.0	0.0		0.0	
35	State Aid for Disaster	0.0	0.0	0.0	0.0		0.0	Covid Federal Aid
36	Special Assessment	7.9	7.2	7.2	0.3	4%	5.9	
37	Line Extension/Permit Fees	1.5	1.7	1.7	1.4	85%	1.7	
38	Meter Sales And Install Fee	2.7	2.5	2.5	0.9	37%	0.9	
39	Other Revenue-Misc	34.1	53.6	53.6	4.9	9%	35.6	
40	Water Sales	2,222.8	3,508.4	3,508.4	425.2	12%	3,278.1	
42	TOTAL REVENUES	2,269.0	3,573.5	3,573.5	432.8		3,322.3	
43	RESULT OF OPERATION	(92.3)	5.4	5.4	(26.7)		130.5	
44	O&M Fund Balance Reserve:							
45	Beginning Fund Balance	1,527.46	\$1,435.19	\$1,435.19	\$1,435.19		\$1,435.19	
46	CAFR Adjustments/FY212312-Purchases	-			\$0.00		\$0.00	CityOfSimiValley-AccruedPurchases
47	Net of Operation	(92.27)	5.44	5.44	(26.68)		130.51	
48	O&M Fund Balance Reserve:	1,435.19	\$1,440.63	\$1,440.63	\$1,408.50		\$1,565.70	
49	Required O&M Fund Reserve: 25% of Exp.	\$590.32	\$892.01	\$892.01	\$114.87		\$797.94	
50	O&M FBR vs Required Reserve	ok	ok		ok		ok	

WATERWORKS DISTRICT #17-BELL CANYON								
CURRENT PERIOD ACTIVITIES TO AP03 FY24 ENDING 9/30/20								
	A	B		C	D	E	F	H
	ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT PERIOD FY 23			% of	Yr-End Projection
DESCRIPTION	FY 23	FY 24	FY 24	EXP/REV	ENC	TOTAL	Act/Bud	6/30/2024
1 NON CAPITALIZED EXPENDITURES:								
2 General Improvement Maintenance	0.0	15.0	15.0	0.0	0.0	0.0	0.0%	15.0
3 Reservoir Safety Improvement	0.0	0.0	0.0	0.0	0.0	0.0		0.0
4 SCADA Improvement	0.0	0.0	0.0	0.0	0.0	0.0		0.0
5 Sub-Total Non Capitalized Expenditures	0.0	15.0	15.0	0.0	0.0	0.0		15.0
6 WATER SYSTEM IMPROVEMENT:								
7 General System Improvements	0.0	0.0	100.0	0.0	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		0.0
System Improvement Maintenance	0.0	100.0	0.0	6.2	220.9	227.1		0.0
SCADA "Hop" Tower	0.0	0.0	0.0	0.0	0.0	0.0		0.0
10 Sub-Total Water System Improvement	0.0	100.0	100.0	6.2	220.9	227.1		0.0
11 WATER CONSTRUCTION PROJECT								
13 1.74 MG Reservoir with piping within Zone 1924	79.9	0.0	0.0	0.0	0.0	0.0		0.0
15 Reservoir No. 3 Piping within Zone 1677	0.0	630.0	630.0	0.0	0.0	0.0		106.0
16 Other Equipment	0.0	40.0	40.0	0.0	0.0	0.0	0.0%	40.0
17 Sub-Total Water Water Construcrion Project	79.9	670.0	670.0	0.0	0.0	0.0	0.0%	146.0
18 Total Expenditures	79.9	785.0	785.0	6.2	220.9	227.1		161.0
19 REVENUES								
20 Interest Earning	75.7	17.6	17.6	(12.6)	0.0	(12.6)	-71.8%	17.6
21 Capital Improvement Chrgs	0.7	1.3	1.3	0.0	0.0	0.0	0.0%	1.3
Loan Proceeds	0.0	0.0	0.0	0.0	0.0	0.0		0.0
22 Total Revenues	76.4	18.9	18.9	(12.6)	0.0	(12.6)	-66.8%	18.9
23 Net Capital Fund	(3.5)	(766.1)	(766.1)	(18.9)	(220.9)	(239.8)		(142.1)
24 Beginning Capital Fund Balance	1,200.5	1,301.2	1,301.2	1,301.2		1,301.2		1,301.2
25								
26 Depreciation Expense	104.1	103.7	103.7	26.1		26.1		103.7
27 Ending Capital Fund Balance Reserve	1,301.2	638.8	638.8	1,308.5		1,087.6		1,262.8
28								
29								
30	SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total		
31				Acq Fund	Depr Fund	Cap Fund		
32			Beginning Fund Balance	46.1	1,154.4	1,200.5		
33			Revenue & Depreciation	18.9	103.7	122.6		
34			Expenditure & Encumbrances	(15.0)	(146.0)	(161.0)		
35			Ending Fund Balance	50.0	1,112.1	1,162.1		

4. ACTION ITEM – SETTING WATER RATES FOR 2024



Ventura County Waterworks District No.17

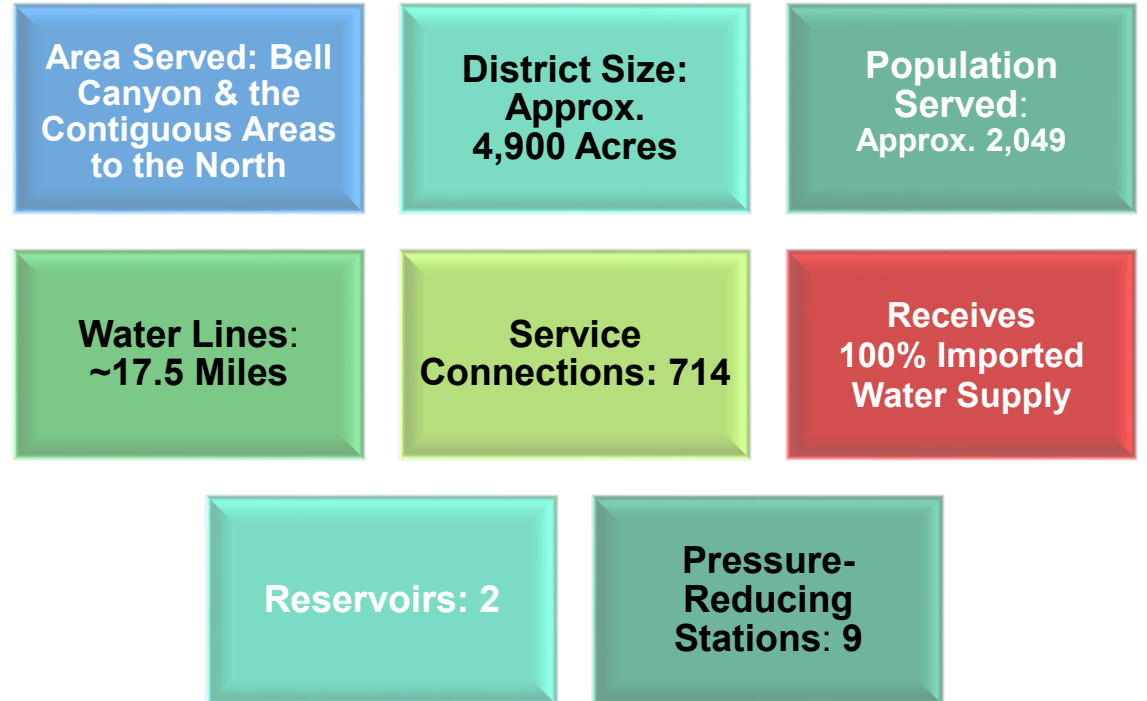
Proposed Water Rate Adjustments for Calendar Year 2024

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

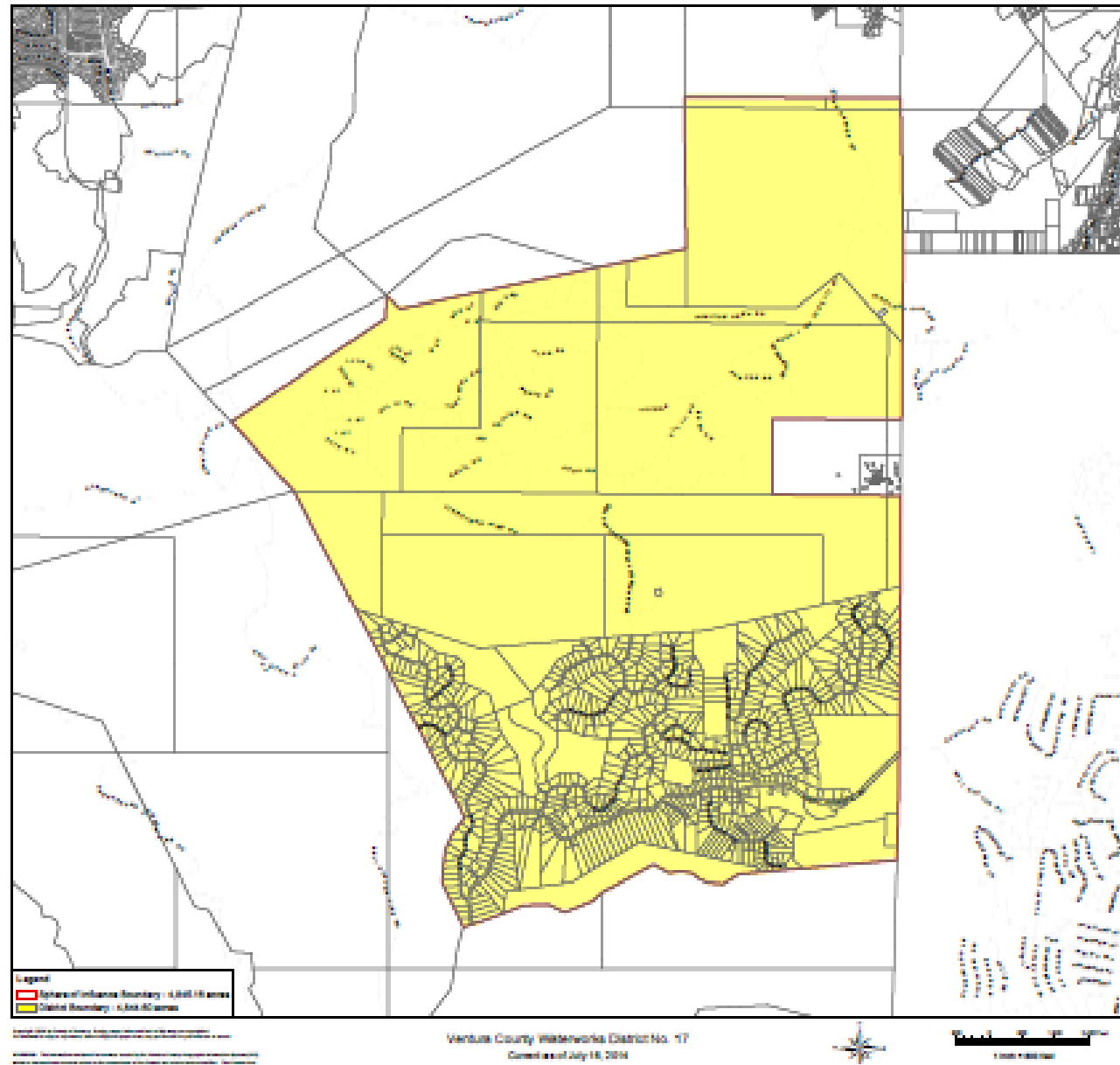
September 19, 2023

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

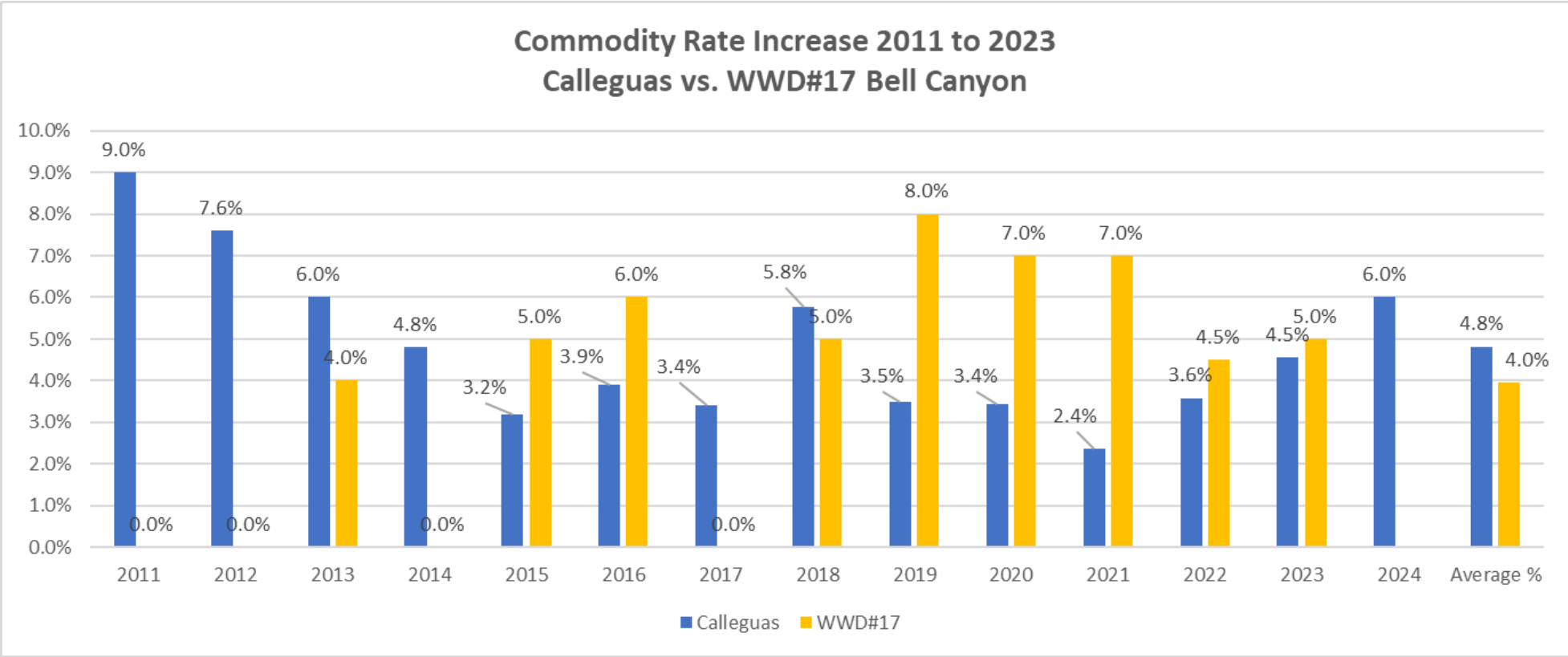
- Calleguas Municipal Water District Approved Rate increase of 6% for 2024
- Assumes average water use from past 5 years
- Assumed inflationary increases used for rate analysis:
 - Labor 3.5%, Electricity 4%, and materials 3%
- 1.5 MG Reservoir and Saddlebow Pipeline projects will be financed by 0% interest 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

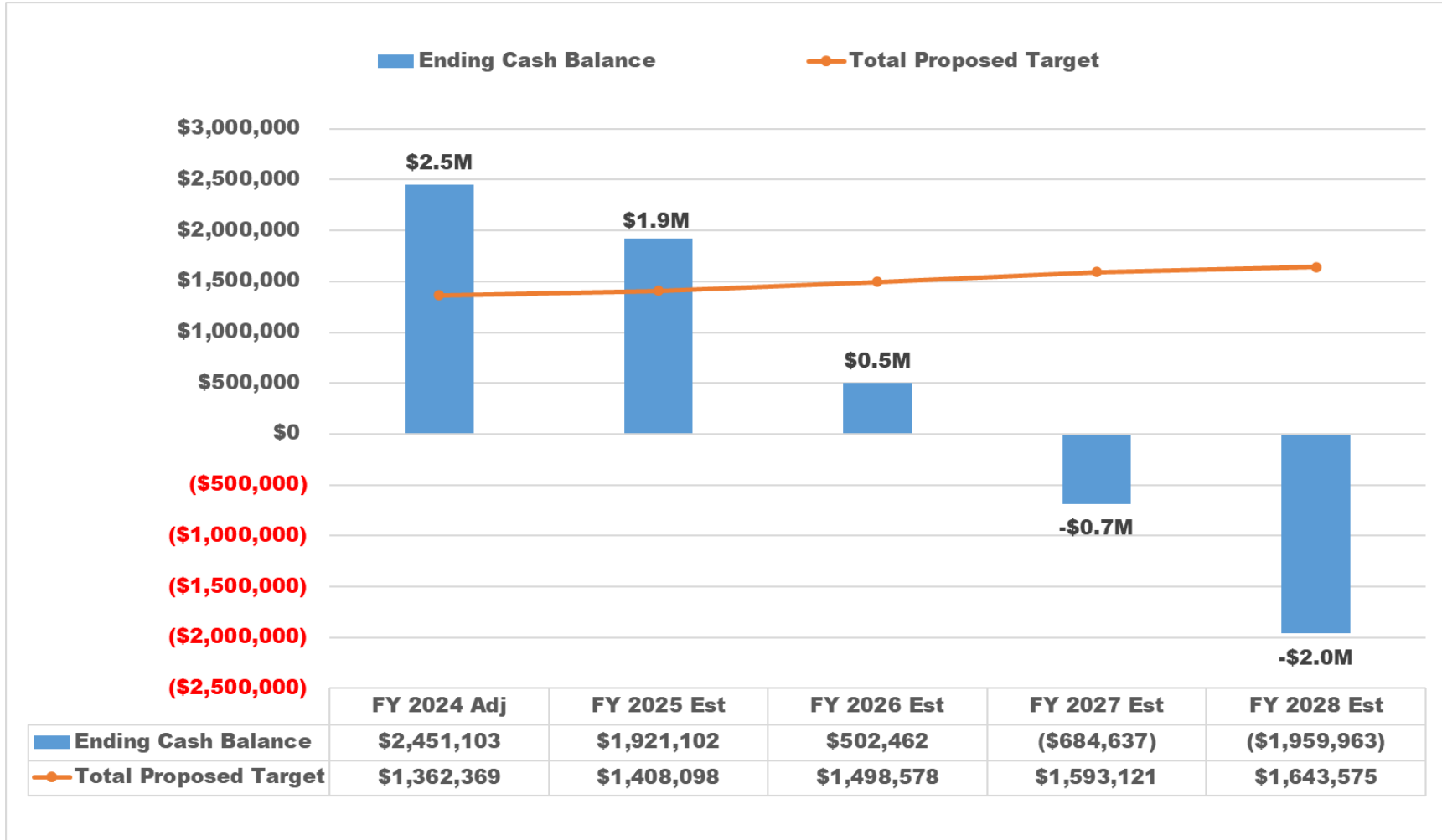
Current Schedule

- **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



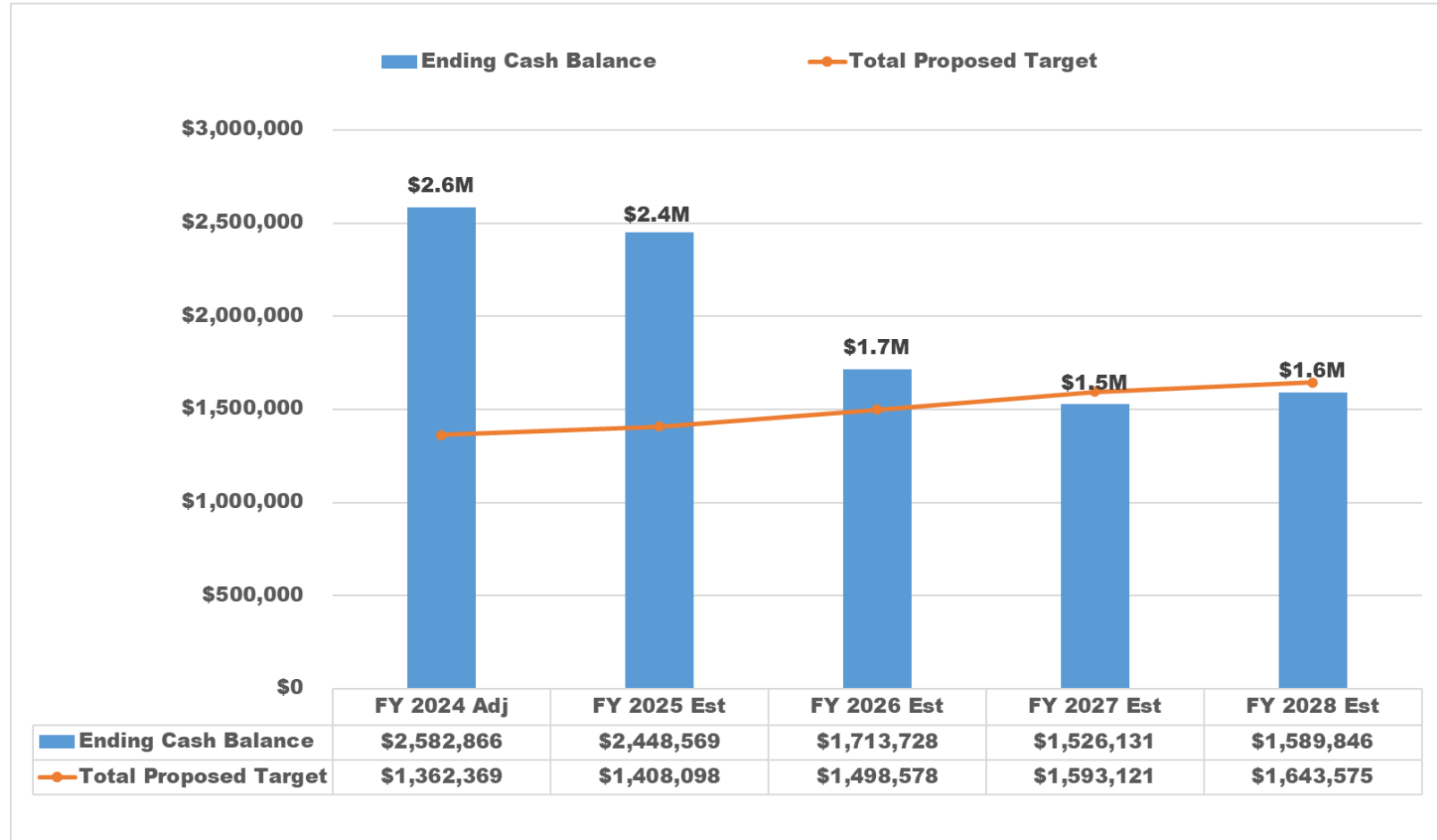
Cash Reserves Forecast With No Rate Increases



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.vcpublicworks.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

5. COMMITTEE MEMBER COMMENTS

6. ADJOURNMENT

*The next District 17 regularly scheduled Citizens' Advisory Committee meeting will be held on November 21, 2023.