

July 9, 2024

**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, July 16, 2024**, 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 July 12, 2024 if you are unable to participate in the meeting.

Sincerely,

David Fleisch, P.E.
Assistant Director



AGENDA OF THE MEETING

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE May 21, 2024 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.
Calleguas Pass-through Rates
 - 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
- 6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
- 7. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on September 17, 2024.

****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 May 21, 2024**

COMMITTEE MEMBERS IN ATTENDANCE: Ronald Marks, Christopher Shubeck
Greg McHugh, Steven Price

COMMITTEE MEMBERS ABSENT: Neil Sokoler

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director Water & Sanitation
Homer Arredondo, Engineering Manager-Zoom
Jean Fontayne, Staff Services Manager

GUESTS: None

* * *

1. CALL TO ORDER - The Meeting was called to order at 7:03 PM.
2. Approval of the Minutes of March 19, 2024, Meeting. All Members present approved the minutes (except Steven-Zoom).
3. PUBLIC COMMENT
 - o None
4. DISTRICT STAFF REPORT
 - A. BUDGET AND FINANCIAL REVIEW
 - o Financial Review through the end of March 31 FY24. Something to notice the Total Beginning and Ending Balances. We are doing good with the Cash Reserves Target.
 - o The actual Water Sales are low and will remain low.
 - o Net of operation is a negative. That should come back to a positive because we shouldn't be hitting as high as budgeted.
 - o Operations and Maintenance Labor we should not hit the budgeted amount on this either.
 - B. CAPITAL PROJECTS
 - o Homer is taking about the Reservoir No. 3 project, last meeting we talked about the contract modification which is about \$19,000 with Geo-tech. It will provide additional funds to complete additional lab testing for fieldwork. Design is underway. We will continue meetings to keep everyone up to date. Next month Joe will bring back a schedule for everyone to see.
 - o Hired 3 additional Engineers. June Kim has returned to his position.
 - o Our next task is to get the contact working on the Reservoir.
 - o Bell Canyon Creek Crossing Pipeline, we are not doing the work. Our

staff is inspecting and doing some work from time to time. Monitoring to make sure they don't dig up a line.

C. WATER QUALITY REPORT

- o None

D. WATER SUPPLY CONDITIONS

- o Everyone should be up to date on the conditions. Most reservoirs are full.

E. CALLEGUAS MUNICIPAL WATER DISTRICT/METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE

- o The State Water Project allocation is 40%. Enough where there should not be any water cutbacks next year. Calleguas is ready to set rates for next year an 8.5% increase or just below. Mostly due to reduced sales. A lot of fixed costs are not recovering, because they have been dipping into their reserves. The next two years there should be rate increases coming from Calleguas. Bell Canyon will expect to see a similar rate increase next year. We will look at the Rate Analysis this summer. Metropolitan only provides treated water to Calleguas, so we do not have the benefit of getting water from elsewhere.

F. UPDATE ON AVENUES OF PUBLIC OUTREACH

- o We are going to be sending out E-Blasts to show our new bill. Your bill will have a link to go in and see what the new bill will look like. It will show gallons, do away with the chart. It will have more useful information on it.

G. BOARD LETTER TRACKER-UPDATE ON VENTURA COUNTY BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE DISTRICT

- o None

H. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) IMPLEMENTATION

- o District 17 is over 30% on the portal sign-up. We monitor the continuous usage charge to let them know they may have a leak.
- o The CAC is surprised only 30% signed up for AMI. Maybe we should have a meeting, so that customers can ask questions and know the value of knowing if the homeowner has a leak or not.
- o Market it as if the customer is going to have substantial savings. Could Jean explain in a one-page document to customers the benefits of being signed up for AMI.

5. DIRECTOR'S INFORMATION ITEMS

A. HOA/EQUESTRIAN CENTER WATER USAGE

- o Both HOA and Equestrian are computing average.

Minutes of the Ventura County Waterworks District No. 17
Citizens' Advisory Committee Meeting
Ventura County Water and Sanitation
Minutes of the May 21, 2024

B. O&M Report-2 Quarters

- Jan-Mar 31, first quarter of the calendar year. 2 fire flow tests, 421 Isolation valves exercised, replaced 6" meter at PR1.
- Source Water, below levels in Feb and March.
- Demand through the year is seasonal. Consistent.
- Meter reading activity, turn-on/turn-off, Service Orders, line location

6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

7. ADJOURNMENT – The meeting adjourned at 8:03 PM
Next Meeting July 16, 2024.

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 AP11 FY24 ENDING 05/30/2024					
CURRENT PERIOD ACTIVITIES TO AP11 FY24 ENDING 05/30/202	FY22 ACTUAL	FY23 ACTUAL	FY24 ADJ BUDGET	FY24 ACTUAL	FY24 YR-END PRJ
Total Beginning Balances	\$2,448,743	\$2,727,920	\$2,610,236	\$2,610,236	\$2,610,236
Total Ending Balances	\$2,727,920	\$2,610,236	\$1,729,581	\$2,723,020	\$2,281,034
Total Proposed Targets	\$1,035,161	\$844,119	\$1,242,861	\$694,539	\$949,849
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	\$1,309,116	\$1,309,116	\$1,309,116
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	\$7,348	7,347.90
Line Extension/Permit Fees	1,770.7	1,505.0	\$1,700.0	\$5,160	5,160.00
Meter Sales And Install Fee	2,306.0	2,665.0	\$2,500.0	\$2,294	2,500.00
Other Revenue-Misc	59,932.9	34,083.4	\$53,645.2	\$29,682	35,584.00
Water Sales	3,124,135.3	2,222,843.5	\$3,508,393.6	\$1,885,163	2,466,710.07
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	\$1,929,645.9	\$2,517,302
O&M Expenditure					
System Maintenance Supplies & Contracts	57,150.5	114,533.0	\$101,500	\$132,599	\$159,610
Improvement Maintenance	439.5	1,801.8	\$40,000	\$1,755	\$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	\$17,141	\$17,141
Misc. Expense	56,535.9	38,215.2	\$39,296	\$25,882	34,069
Other Prof. & Spec. Svcs	7,730.7	3,403.5	\$10,000	\$1,069	\$10,000
State Permit/Fees	6,100.0	-	\$2,500	\$0	2,500
O&M Labor	347,586.7	311,135.0	\$559,100	\$285,665	\$331,247
Management And Admin Survey ISF	135,900.0	155,100.0	\$169,000	\$134,325	\$134,330
Engineering And Technical Surveys	-	-	\$44,000	\$0	\$44,000
Water Analysis	1,652.1	5,078.3	\$5,050	\$5,521	\$8,521
Cross Connection Fees	100.0	-	\$2,500	\$0	\$7,629
Water Purchases	2,116,530.4	1,588,017.4	\$2,400,616	\$1,122,851	1,690,342
Water System Power	3,724.7	4,753.8	\$5,000	\$4,981	\$5,000
Depreciation Expense	104,187.5	104,148.2	\$103,684	\$264,625	\$264,624
Contribution to other Funds	7,429.2	7,739.7	\$23,700	\$2,438	\$23,700
Meter Purchase	36,969.5	15,488.8	\$37,000	\$25,239	32,000
Conservation Program	-	-	\$0	\$0	-
Contingencies	-	-	\$0	\$0	\$0
CAFR Adjustment	-	126,071.0	\$0	-	-
Total - O&M Expenditure	\$2,890,989	\$2,487,340	\$3,568,087	\$2,024,092	\$2,812,713
Result of Operation	\$317,631	(\$218,342)	\$5,386	(\$94,446)	(\$295,411)
CAFR Adjustments	\$0	-	-	-	\$0
Transfer to/fr Capital Reserve	\$0	\$0	\$0	\$0	\$0
Ending Balances	\$1,527,457.98	\$1,309,115.78	\$1,314,502.22	\$1,214,670.18	\$1,013,704.91
Total Purchase	1065.7	522.3	1210.0	316.9	967.7
Total Usage	1037.3	499.5	1137.4	359.8	917.2
Water Loss	3%	4%	6%	-14%	5%
Minimum Balance					
25%	\$722,747	\$621,835	\$892,022	\$506,023	\$703,178
10%	\$312,414	\$222,284	\$350,839	\$188,516	\$246,671

	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	\$53,940	\$107,628
Capital Improvement Chrgs	540.0	695.0	\$1,300	\$1,390	1,390
Gain/Loss Capital Assets	-	-	\$0	\$0	-
Loan Proceeds	-	-	\$0	\$0	-
Depreciation Expense	104,187.5	104,148.2	\$103,684	\$264,625	\$264,624
Total - Capital Sources of Funds	\$115,001	\$180,545	\$122,602	\$319,954	\$373,643
Capital Uses of Funds					
Water System Improvement:					
System Improvement Maintenance	-	-	\$323,644	\$0	100,000
Reservoir Improvement	-	-	\$0	\$0	-
SCADA Improvement	-	-	\$0	\$0	-
General Improvement Maintenance	-	-	\$15,000	\$0	\$15,000
Total Water System Improvement	\$0	\$0	\$338,644	\$0	\$115,000
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	112,725.3	\$252,434
HighPressurePipeline fr HaciendaRd to Dappelgray	-	-	\$0	\$0	\$0
Total Water Construction Project	\$153,454	\$79,887	\$630,000	112,725.3	\$252,434
Other Equipment			40,000.0	-	40,000.0
Total - Capital Uses of Funds	\$153,454	\$79,887	\$1,008,644	\$112,725	\$407,434
Net Capital Fund	(\$38,453)	\$100,658	(\$886,042)	\$207,229	(\$33,792)
Transfer to/fr O&M / Rate Stabilization Fund	\$0	\$0	\$0	\$0	\$0
Prior Year CAFR Adjustments	\$0				
Ending Fund Balance	\$1,200,462	\$1,301,121	\$415,078	\$1,508,350	\$1,267,329

WATERWORKS DISTRICT #17-BELL CANYON							
CURRENT PERIOD ACTIVITIES TO AP11 FY24 ENDING 05/30/2024							
		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	132.6	131%	159.6
2	General Maint Supplies	86.9	20.5	20.5	132.6	647%	30.9
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%	0.0
6	Pipe Materials	11.1	30.0	30.0	0.0	0%	31.0
10	Adjust Valve Stacks	0.0	10.0	10.0	0.0	0%	0.0
11	Utility Billing System Maintenance	0.0	1.0	1.0	0.0	0%	0.0
12	SCADA	0.2	0.0	0.0	0.0		3.0
13	Emergency Repairs	16.3	10.0	10.0	0.0	0%	94.7
14	Improvement Maintenance	1.8	40.0	40.0	1.8	4%	40.0
15	Equipment	0.0	8.0	8.0	0.0	0%	8.0
16	Indirect Cost Recovery	11.9	17.1	17.1	17.1	100%	17.1
17	Misc. Expense	38.2	39.3	39.3	25.9	66%	34.1
18	Other Prof. & Spec. Svcs	3.4	10.0	10.0	1.1	11%	10.0
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
21	O&M Labor	311.1	559.1	559.1	285.7	51%	331.25
22	Management And Admin Survey ISF	155.1	169.0	169.0	134.3	79%	134.3
23	Water Analysis	5.1	5.0	5.1	5.5	110%	8.5
24	Cross Connection Fees	0.0	2.5	2.5	0.0	0%	7.6
25	Water Purchases	1,588.0	2,400.6	2,400.6	1,122.9	47%	1,690.3
26	Water System Power	4.8	5.0	5.0	5.0	100%	5.0
27	Depreciation Expense	104.1	103.7	103.7	264.6	255%	264.6
28	Contribution to other Funds	7.7	23.7	23.7	2.4	10%	23.7
29	Meter Purchase	15.5	37.0	37.0	25.2	68%	32.0
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	3,568.1	2,024.1		2,812.7
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
36	Special Assessment	7.9	7.2	7.2	7.3	102%	7.3
37	Line Extension/Permit Fees	1.5	1.7	1.7	5.2	304%	5.2
38	Meter Sales And Install Fee	2.7	2.5	2.5	2.3	92%	2.5
39	Other Revenue-Misc	34.1	53.6	53.6	29.7	55%	35.6
40	Water Sales	2,222.8	3,508.4	3,508.4	1,885.2	54%	2,466.7
42	TOTAL REVENUES	2,269.0	3,573.5	3,573.5	1,929.6		2,517.3
43	RESULT OF OPERATION	(92.3)	5.4	5.4	(94.4)		(295.4)
44	O&M Fund Balance Reserve:						
45	Beginning Fund Balance	1,527.46	\$1,309.12	\$1,309.12	\$1,309.12		\$1,309.12
46	CAFR Adjustments/FY212312-Purchases	(126.07)			\$0.00		\$0.00
47	Net of Operation	(92.27)	5.44	5.39	(94.45)		(295.41)
48	O&M Fund Balance Reserve:	1,309.12	\$1,314.56	\$1,314.51	\$1,214.68		\$1,013.71
49	Required O&M Fund Reserve: 25% of Exp.	\$590.32	\$892.01	\$892.02	\$506.02		\$703.18
50	O&M FBR vs Required Reserve	ok	ok		ok		ok

WATERWORKS DISTRICT #17-BELL CANYON								
CURRENT PERIOD ACTIVITIES TO AP11 FY24 ENDING 05/30/2								
	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%	100.0
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	223.6	0.0	0.0	0.0	0.0%	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	0.0	0.0	0.0		100.0
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	112.7	139.7	252.4		252.4
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	112.7	139.7	252.4	37.7%	292.4
18 Total Expenditures	79.9	785.0	785.0	112.7	139.7	252.4		407.4
19 REVENUES								
20 Interest Earning	75.7	17.6	17.6	53.9	0.0	53.9	306.2%	107.6
21 Capital Improvement Chrgs	0.7	1.3	1.3	1.4	0.0	1.4	106.9%	1.4
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	55.3	0.0	55.3	292.5%	109.0
23 Net Capital Fund	(3.5)	(766.1)	(766.1)	(57.4)	(139.7)	(197.1)		(298.4)
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	264.6		264.6		264.6
27 Ending Capital Fund Balance Reserve	1,301.2	638.8	638.8	1,508.4		1,368.7		1,267.4
28								
29								
30	SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total		
31				Acq Fund	Depr Fund	Cap Fund		
32			Beginning Fund Balance	57.9	1,151.8	1,301.2		
33			Revenue & Depreciation	109.0	264.6	373.6		
34			Expenditure & Encumbrances	(115.0)	(292.4)	(407.4)		
35			Ending Fund Balance	51.9	1,123.9	1,267.4		

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.

July 2024

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. Geotech Engineer completed field surface and subsurface investigations. Geotech is working on compiling field data for preparing draft Geotech report. Working to modify 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.

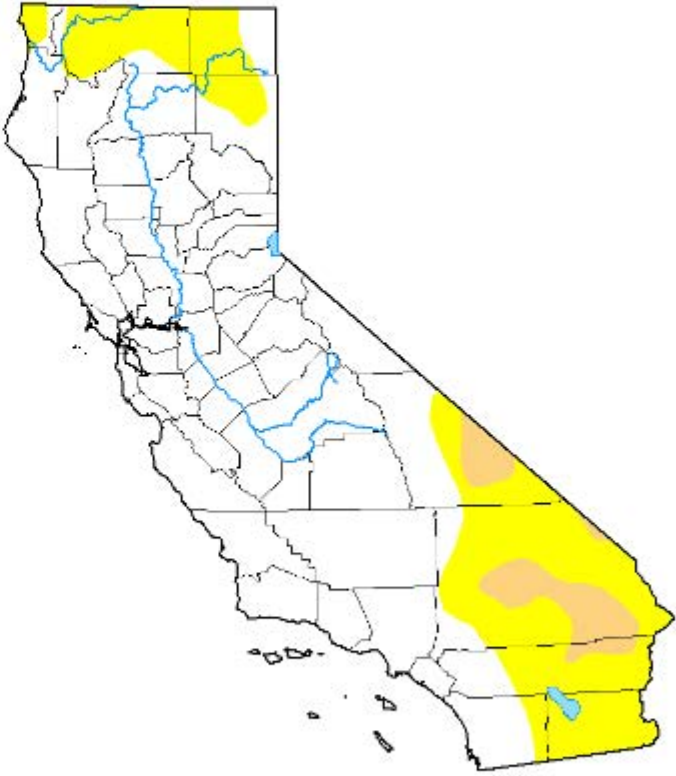
- D. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.

Drought Classification

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)
- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data



< July 2, 2024 > ⌵ ⌴ ⌵



< July 4, 2023 > ⌵ ⌴ ⌵

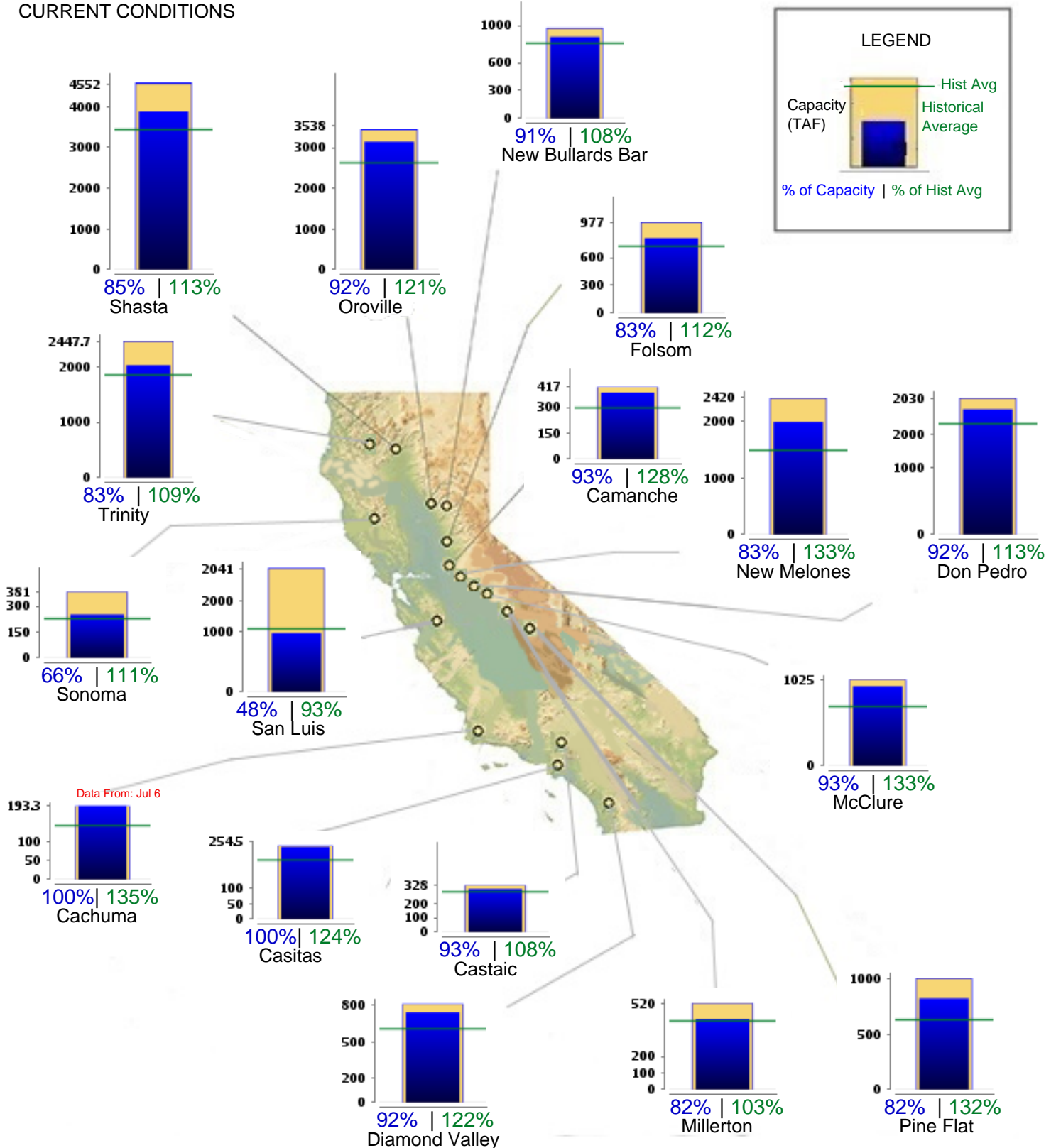


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - July 7, 2024

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.

Calleguas Pass Through Water Rates: The proposed 2025 rates for potable water are: Tier 1 at \$1,895 per AF and reflects a 9.5% increase in the Tier 1 rate. The proposed rates include the 11.1% increase in the Metropolitan Water District Tier 1 Rate and the 5.5% increase in Calleguas rate. With the adoption of the 2025 & 2026 Metropolitan water rates, there is no longer a charge for tier 2 water. Calleguas has also eliminated this charge from its water rate schedule

SCOTT H. QUADY, PRESIDENT
DIVISION 2

RAUL AVILA, SECRETARY
DIVISION 1

THIBAUT ROBERT, DIRECTOR
DIVISION 4



ANDY WATERS, VICE PRESIDENT
DIVISION 3

JACQUELYN MCMILLAN, TREASURER
DIVISION 5

KRISTINE MCCAFFREY
GENERAL MANAGER

www.calleguas.com

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

BOARD MEMORANDUM

Date: June 19, 2024

To: Board of Directors

From: Dan Smith, Manager of Finance

Subject: Public hearing and discussion regarding adoption of proposed Resolution No. 2091, establishing rules, rates and regulations for water service; Resolution No. 2092, establishing rates for discharge to the Salinity Management Pipeline; and Resolution No. 2093, adjusting fees for annexation to the District.

Objective: Establish rates and fees to provide water and other services in a cost-effective manner by holding a public hearing to discuss the resolutions for the proposed rates and fees to be charged by the District effective January 1, 2025

Recommended Action: Open the Public Hearing and adopt Resolutions 2091, 2092, and 2093

Budget Impact: The proposed water rate and other fee adjustments are reflected in the 2024-25 annual budget.

Discussion: On April 9, 2024, the Metropolitan Water District (Metropolitan) adopted their water rates for calendar years 2025 & 2026. The Metropolitan rate process began in February and required Metropolitan staff to develop 13 different rate alternatives during the process. Calleguas staff worked with our purveyors and local City Counsels to comment in person and in writing on the Metropolitan proposed increases. This comment campaign helped the Metropolitan Board and staff understand the impacts their rate decision would have to the customers in our service area. The alternative approved by the Metropolitan Board adjusted the property tax collected to support the cost of the State Water Project from 0.0035% of a properties assessed valuation to 0.0070%. The other adopted Metropolitan increases that directly affected Calleguas rates were an 11.1% increase in their Tier 1 treated water rate, 8% increase in the Readiness to Serve charge and a 16.1% increase in the Capacity Reservation Charge.

The District has incorporated the Metropolitan increases into the Calleguas proposed rate structure. Because the Metropolitan rate makes up 75% of the Calleguas Tier 1 rate, the impact to the District's rates is significant but necessary to continue to purchase the needed water supply for our service area.

District staff has completed the 2024-25 Calleguas annual budget as part of the rate setting process. Staff worked diligently to keep costs down and is working to rebuild the reserves utilized over the last few years during the drought. Staff is continuing to budget for reduced water sales and has estimated water sales of 73,000 acre-feet (AF) in calendar year 2025, a 0% increase from 2024 estimates. Based on the proposed budget and water sales, the District is looking for a 5.5% increase on their portion of the Tier 1 water rate.

The proposed water rates, fees and charges are developed based on the cost of service to provide water to the Calleguas service area. The water rates are based on the District's ability to have funds to cover labor costs, purchases of water, treatment of water, and operation costs, as well as to provide funding for the District's ongoing Capital Improvement Program. The cost of purchasing imported water from the Metropolitan Water District and the cost to operate and maintain the complex water system, have increased.

Staff has calculated it has insufficient funds with the current rates to meet the above referenced objectives, so staff is recommending an increase to these rates to meet its funding needs.

The public hearing was properly noticed and the District has not received any comments on the proposed rates since the setting of this public hearing on May 15, 2024. Below is a brief description of the proposed changes to the water rates and fees. Additional information is provided in the packet.

Water Rates

Variable Rates: The proposed 2025 rates for potable water are: Tier 1 at \$1,895 per AF and reflects a 9.5% increase in the Tier 1 rate. The proposed rates include the 11.1% increase in the Metropolitan Water District Tier 1 Rate and the 5.5% increase in Calleguas' rate. With the adoption of the 2025 & 2026 Metropolitan water rates, there is no longer a charge for tier 2 water. Calleguas has also eliminated this charge from its water rate schedule.

Capacity Charge (CC): The CC is based on the highest weekly flow rate for a purveyor between May 1 and September 30. Purveyors with substantial production capacity from local supplies have the ability to take less water during that high demand period, which allows for wholesale water treatment, storage, delivery, and emergency supply infrastructure to be built at smaller capacities and saves money. The proposed CC for 2025 is \$55,472 per peak week flow (in cubic feet per second [cfs]), representing a decrease of 3.3%. Although the revenue requirement to fund the Capacity Charge increased by 3.0% due to the increase in the Metropolitan Rate, the 6.5% increase in the peak cfs has reduced the overall Capacity Charge rate. The increase in cfs from year to year is due to the purveyors coming off the restricted use of water that was required during the drought.

Readiness to Serve Charge (RTS): The RTS Charge is a direct pass through from Metropolitan, with no Calleguas component. An increase of 8.8% is proposed in 2025 based on the adopted Metropolitan RTS Charge.

Temporary Water Rate: The Temporary Water Rate is the rate charged to someone other than a purveyor, typically a contractor, and may only be used for short term purposes. In the past, the rate was set at two times the Tier 2 variable rate. Since the District no longer has a Tier 2 rate, the Temporary Water Rate is now set at two times the Tier 1 rate.

Overall: Considering all fixed and variable costs, as well as lower sales, the overall increase to the purveyors is expected to average 9.18%, with slight variations due to different purveyors' payments under the CC and RTS. All proposed changes would become effective January 1, 2025.

Wheeling Rate

During FY 2015-16, the District completed the Cost of Service study developing a rate to wheel water through the water system, assuming capacity for the water is available. A rate of \$29.39 per acre foot was calculated for calendar year 2025 by determining the fair share of the construction costs of the pipes and dividing by the 10-year average annual delivery capacity of the pipes. The current change represents an 8.1% increase in the rate. The increase in the rate is due to the decrease in water sales the District has experienced over the last few years. The change in the 10-year average in annual deliveries continues to decrease.

Salinity Management Pipeline (SMP) Rates

The first SMP rates were effective on January 1, 2012 and were established at a rate that would make it cost effective for purveyors to build and operate groundwater desalters. Since 2012, the SMP rates have been tied to the rising Tier 1 rate of potable water. The proposed rates for discharge in 2022 are proposed to increase 9.5%, consistent with the increase in the potable water variable rate. The rate for brine is proposed to be \$749.10 per AF and the rate for non-brine is proposed to be \$60.00 per AF. In accordance with Ordinance No. 19, Rules and Regulations for Use of the SMP, rates for SMP discharges outside the service area are 150% of the rates inside the service area.

Annexation Fees

Each year Calleguas adjusts its per-acre fee using financial information from the preceding fiscal year. The fee is based on a back property tax due calculation based on the assessed valuation of property within the District and converted into a per acre charge. An Annexation Fee rate of \$4,179 per acre is proposed for 2025, and represents an increase of \$191 or 5.0%.

Attachment: Resolutions 2091, 2092, 2093

RESOLUTION NO. 2091

A RESOLUTION PURSUANT TO ORDINANCE NO. 12
ESTABLISHING RATES, RULES, AND REGULATIONS
FOR WATER SERVICE TO AGENCIES WITHIN THE
CALLEGUAS MUNICIPAL WATER DISTRICT

WHEREAS, the Board of Directors of Calleguas Municipal Water District (the "District") by Ordinance No. 12 established rates, rules, and regulations for water sold to its Member Agencies; and

WHEREAS, Ordinance No. 12 provides for the Board of Directors to have the absolute and sole authority to implement new rates or pass through charges imposed on the District; and

WHEREAS, most recently, the Board of Directors of the District by Resolution No. 2077 adopted July 5, 2023, established rates for water sold to its Member Agencies; and

WHEREAS, the Metropolitan Water District of Southern California ("Metropolitan") adopted new rates, rules and regulations for water service to its member agencies on April 9, 2024; and

WHEREAS, the Board of Directors of the District has determined that certain modifications to the District's rates, rules, and regulations for water service are necessary and desirable in accordance with the rate structure adopted by Metropolitan; and

WHEREAS, the Board of Directors of the District find that said modifications are for the purpose of meeting operating and construction expenses, and are therefore exempt from requirements of the California Environmental Quality Act.

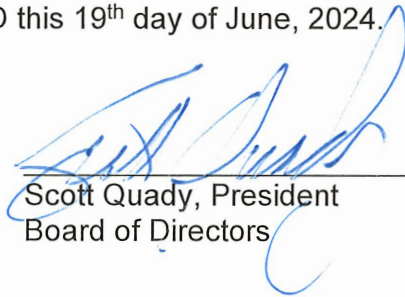
NOW, THEREFORE, THE BOARD OF DIRECTORS OF CALLEGUAS MUNICIPAL WATER DISTRICT RESOLVES AS FOLLOWS:

SECTION 1. In accordance with Ordinance No. 12, the rates and charges set forth in the CALLEGUAS RATE SCHEDULE attached hereto as Exhibit A, and incorporated herein by reference are hereby approved and adopted as the Calleguas Municipal Water District Rate Schedule to be imposed as set forth therein.

SECTION 2. Resolution No. 2077 adopted July 5, 2023, is hereby rescinded effective at 12:01 a.m., January 1, 2025, at which time this Resolution No. 2091 shall become effective.

SECTION 3. All Member Agencies serviced by the District shall be notified promptly of the water rates hereby established in accordance with the provisions of Ordinance No. 12.

ADOPTED, SIGNED AND APPROVED this 19th day of June, 2024.



Scott Quady, President
Board of Directors

I HEREBY CERTIFY that the foregoing Resolution was adopted at a meeting of the Board of Directors of Calleguas Municipal Water District held on June 19, 2024.

ATTEST:



Raul Avila, Secretary
Board of Directors

(SEAL)

Exhibit A
Calleguas Municipal Water District Rate Schedule

	Effective January 1, 2025
Water Supply Rates	
Tier 1 Supply Rate (\$/AF)	\$ 1,895
Minimum Service Charge	
per month	\$ 150
Capacity Rate (Capacity Reservation Charge)	
per cu ft per second (cfs)	\$ 55,472
Temporary Water Rate	
per 100 cu ft	\$ 8.70
Water Wheeling Rate	
per AF	\$ 29.39
Readiness to Serve (MWD Pass-through)	
Distributed to Member Agencies based on their 10 yr rolling fiscal year of average purchases	\$ 9,096,290

4. DISTRICT STAFF REPORT

- 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.
 - CCR Receive and File 7/3/24

4. DISTRICT STAFF REPORT

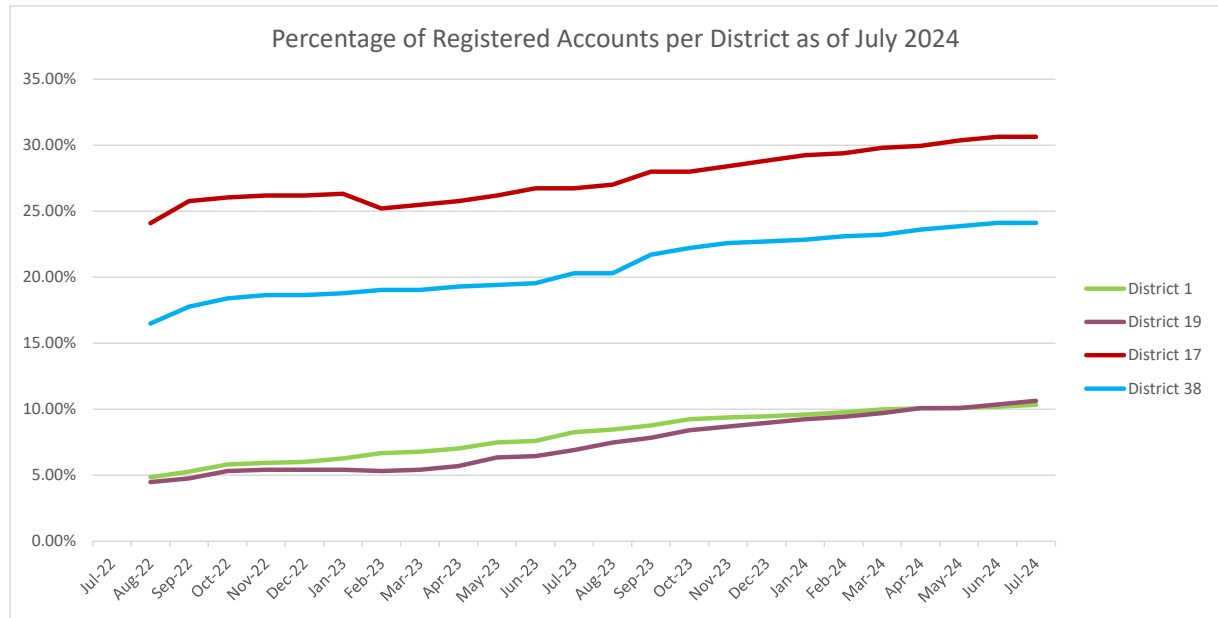
H. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) IMPLEMENTATION –

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 implemented within the District.

Total Accounts per district

District 1	District 19	District 17	District 38
11013	1071	718	788

Month	District 1	District 19	District 17	District 38
Jan-24	9.60%	9.24%	29.25%	22.84%
Feb-24	9.76%	9.43%	29.39%	23.10%
Mar-24	9.99%	9.71%	29.81%	23.22%
Apr-24	10.07%	10.08%	29.94%	23.60%
May-24	10.11%	10.08%	30.36%	23.86%
Jun-24	10.19%	10.36%	30.64%	24.11%
Jul-24	10.34%	10.64%	30.64%	24.11%
Aug-22	4.85%	4.48%	24.09%	16.50%
Sep-22	5.27%	4.76%	25.77%	17.77%
Oct-22	5.82%	5.32%	26.04%	18.40%
Nov-22	5.94%	5.42%	26.18%	18.65%
Dec-22	6.01%	5.42%	26.18%	18.65%
Jan-23	6.27%	5.42%	26.32%	18.78%
Feb-23	6.67%	5.32%	25.21%	19.04%
Mar-23	6.78%	5.42%	25.49%	19.04%
Apr-23	7.03%	5.70%	25.77%	19.29%
May-23	7.48%	6.35%	26.18%	19.42%
Jun-23	7.60%	6.44%	26.74%	19.54%
Jul-23	8.26%	6.91%	26.74%	20.30%
Aug-23	8.45%	7.47%	27.02%	20.30%
Sep-23	8.77%	7.84%	27.99%	21.70%
Oct-23	9.24%	8.40%	27.99%	22.21%
Nov-23	9.38%	8.68%	28.41%	22.59%
Dec-23	9.46%	8.96%	28.83%	22.72%



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

Createc 7/8/2024 12:46:39 PM
 Custom 100996
 Accoun 22161
 Service 30 HACKAMORE LN SUITE 8
 Mailing Address:
 BELL CANYON ASSN INC
 30 HACKAMORE LN SUITE 8
 BELL CANYON CA 91307-1000

32.12

Service	Read Date	Meter	Read Type	Previous Reading	Current Reading	Days	Consumption	Unit Of Measure	Average
Water	6/18/2024	84627565	Water	1754.0000	1775.0000	35	21.0000	HCF	0.60
Water	5/14/2024	84627565	Water	1739.0000	1754.0000	28	15.0000	HCF	0.54
Water	4/16/2024	84627565	Water	1723.0000	1739.0000	28	16.0000	HCF	0.57
Water	3/19/2024	84627565	Water	1708.0000	1723.0000	28	15.0000	HCF	0.54
Water	2/20/2024	84627565	Water	1693.0000	1708.0000	35	15.0000	HCF	0.43
Water	1/16/2024	84627565	Water	1677.0000	1693.0000	28	16.0000	HCF	0.57
Water	12/19/2023	84627565	Water	1654.0000	1677.0000	35	23.0000	HCF	0.66
Water	11/14/2023	84627565	Water	1629.0000	1654.0000	28	25.0000	HCF	0.89
Water	10/17/2023	84627565	Water	1608.0000	1629.0000	28	21.0000	HCF	0.75
Water	9/19/2023	84627565	Water	1536.0000	1608.0000	35	72.0000	HCF	2.06
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

Created 7/8/2024 1:11:23 PM

Custom 100997

Account 14612

Service 29 BAYMARE RD

Mailing Address:

BELL CYN EQUESTRIAN CTR

30 HACKAMORE LN SUITE 8

BELL CANYON CA 91307

200.31

Service	Read Date	Meter	Read Type	Previous Reading	Current Reading	Days	Consumption	Unit Of Measure	Average
Water	6/18/2024	91238574	Water	5163.0000	5488.0000	35	325.0000	HCF	9.29
Water	5/14/2024	91238574	Water	4981.0000	5163.0000	28	182.0000	HCF	6.50
Water	4/16/2024	91238574	Water	4843.0000	4981.0000	28	138.0000	HCF	4.93
Water	3/19/2024	91238574	Water	4743.0000	4843.0000	28	100.0000	HCF	3.57
Water	2/20/2024	91238574	Water	4622.0000	4743.0000	35	121.0000	HCF	3.46
Water	1/16/2024	91238574	Water	4497.0000	4622.0000	28	125.0000	HCF	4.46
Water	12/19/2023	91238574	Water	4275.0000	4497.0000	35	222.0000	HCF	6.34
Water	11/14/2023	91238574	Water	3998.0000	4275.0000	28	277.0000	HCF	9.89
Water	10/17/2023	91238574	Water	3745.0000	3998.0000	28	253.0000	HCF	9.04
Water	9/19/2023	91238574	Water	3420.0000	3745.0000	35	325.0000	HCF	9.29
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

6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

7. ADJOURNMENT

*The next regularly scheduled District 17 CAC meeting will be held on September 17, 2024.