

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 19, 2023

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

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 38 Citizens' Advisory Committee will be held **Thursday, October 26, 2023**, from 3:30 p.m. to adjournment at the **Sherwood Lake Country Club, 341 Williamsburg, Thousand Oaks, CA 91361**

Committee members must attend in person and members of the public are also invited to attend the meeting in person or via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (3:30 p.m.) dial the number (669) 900-6833, when prompted enter the meeting ID 470 052 7072. You can also join the meeting by visiting this link - **Join Zoom Meeting** <https://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](mailto:wspc@ventura.org), no later than October 24, 2023, if you are unable to participate on the call.

Sincerely,



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



## **AGENDA OF THE MEETING**

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE October 27, 2022 MEETING
3. PUBLIC COMMENTS - Members of the public may address the Citizens' Advisory Committee (CAC) on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda. With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting.
4. DISTRICT STAFF REPORT
  - A. 2024 WATER RATES PRESENTATION
  - B. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of 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 presenting, 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.
  - I. CAPITAL PROJECTS REVIEW - The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
  - J. OPERATIONS AND MAINTENANCE QUARTERLY REPORT

K. 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.

L. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

M. ADJOURNMENT

**\*The next District 38 Citizens' Advisory Committee meeting is scheduled for January 25, 2023.**

**\*\*NOTICES:** The following information is provided to help you understand, follow, and participate in the Board meeting: Public Comments – Public comment is the opportunity for members of the public to participate in meetings by addressing the Citizens Advisory Committee in connection with one or more agenda or non-agenda items.

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

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT (805) 378-3005. REASONABLE ADVANCE NOTIFICATION OF THE NEED FOR ACCOMODATION PRIOR TO THE MEETING (48 HOURS ADVANCE NOTICE IS PREFERABLE) WILL ENABLE US TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.

**CITIZENS' ADVISORY COMMITTEE  
VENTURA COUNTY WATERWORKS DISTRICT NO. 38  
MINUTES OF THE OCTOBER 27, 2022 MEETING**

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

COMMITTEE MEMBERS ABSENT:

COMMITTEE MEMBER VACANCY: None.

STAFF: Joseph Pope, Director  
Scott Meckstroth, Deputy Director  
June Kim, Engineering Manager  
Ryan Lippincott, Engineering Manager  
Jean Fontayne, Staff Services Manager  
Vimie Alvarez, Principal Accountant  
Gilberto Minero, Staff Services Specialist  
Brendan Gonzalez, Acting Mgmt. Asst.

GUESTS: Ivette Macaluso

1. CALL TO ORDER

The meeting was called to order at 3:34 p.m.

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

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

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

3. PUBLIC COMMENTS

4. DISTRICT STAFF REPORT –

A. Budget and Financial Review:

- Mr. Pope displayed and discussed the Operations and Maintenance Financial Status Report as of end of August, included in the agenda packet.

B. Water Quality Report

- There were zero water quality issues since the last meeting.

C. Water Supply Conditions

- No changes for the severe drought in CA showing the Drought Classification. Reservoirs remain, no changes for the better.

D. Calleguas Municipal Water District / Metropolitan Updates

- Mr. Pope discussed the additional conservation restrictions we may be facing, if we do not have a wet winter. Mr. Pope explained the different options, in the future, from our supplier.

E. Update on Avenues of Public Outreach

- We sent out a lot of information on water conservation via social media and by mentioning our AMI system to customers who called us.

F. Board Letter Tracker

- None currently.

G. Update on Advanced Metering Infrastructure

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

H. Capital Projects Review

- None currently.

I. Operations and Maintenance Quarterly Report

- Mr. Pope displayed and discussed the PowerPoint presentation July 1<sup>st</sup> to September 30<sup>th</sup>. We had 0 service leaks. 0 hydrant leaks. 1 fire flow test. Abandoned one 8" valve and one 12" valve on Potrero Rd. Zone 2 Pump Station and Pressure Reducing Station were painted.
- Mr. Pope showed a graph that displays our CMWD purchase history. The graph shows a significant drop compared to recent years.
- Mr. Pope shows a bar graph showing our monthly AF usage in the district. The numbers show there has been a noticeable decline in usage.
- Cumulative Periodic and Annual Demands chart. Our demand trend is flattening.
- Customer Service and Meter Reading costs.

J. Director's Informational Items

- Water Rates Presentation. Mr. Pope presented a slideshow giving insight into the district's financial conditions, staffing, and rate outlook. Mr. Pope proposes to not increase rates for the district for 2023.

- Future Staffing Levels in Water and Sanitation. Mr. Pope explained how our department is looking at adding multiple positions to the full-time staff. He explained that the district will not see any significant difference in their budget.
5. Committee Members' Comments/Future Agenda Items
    - Mr. Pope introduced Ivette Macaluso, who is interested in being on the District 38 CAC. Mrs. Macaluso introduced herself and gave her personal background.
  6. **ADJOURNMENT**  
The meeting was adjourned at 4:31 p.m.

DRAFT

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. 2024 WATER RATES PRESENTATION**





*Ventura County Waterworks District No.38*

# **Water Rate Analysis for Calendar Year 2024**

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Joseph Pope, P.E.  
Director, Water and Sanitation Department  
County of Ventura Public Works Agency  
*October 26, 2023*

October 26, 2023

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

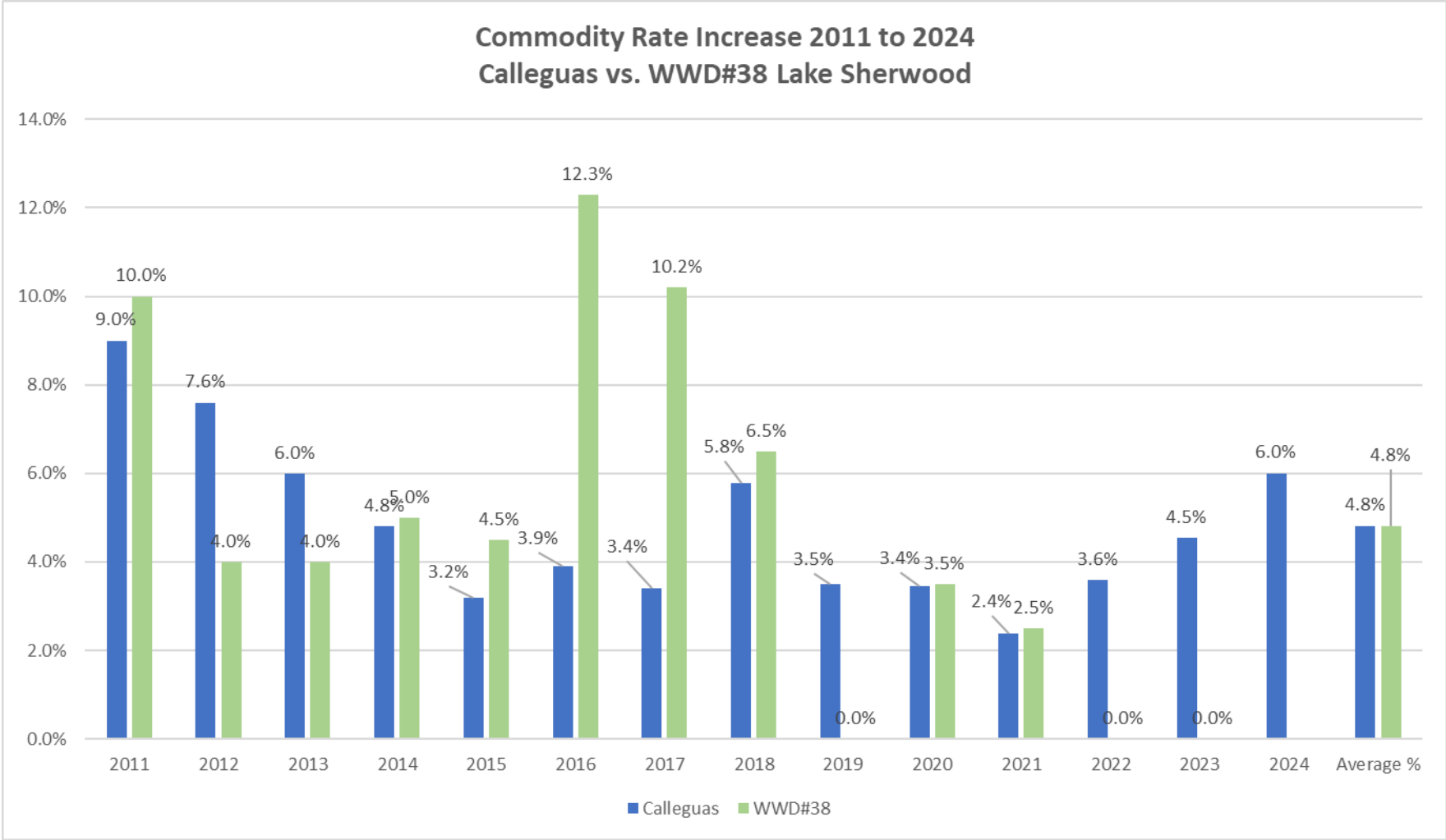
- Formed on March 28, 1989, as the Lake Sherwood Community Services District (LSCSD)
- In May 2015 a special election was held for LSCSD residents and Measure N was passed, authorizing the formation of a new water district - Ventura County Waterworks District No. 38 (District)
- The Ventura County Board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

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

# *Financial Conditions of the District*

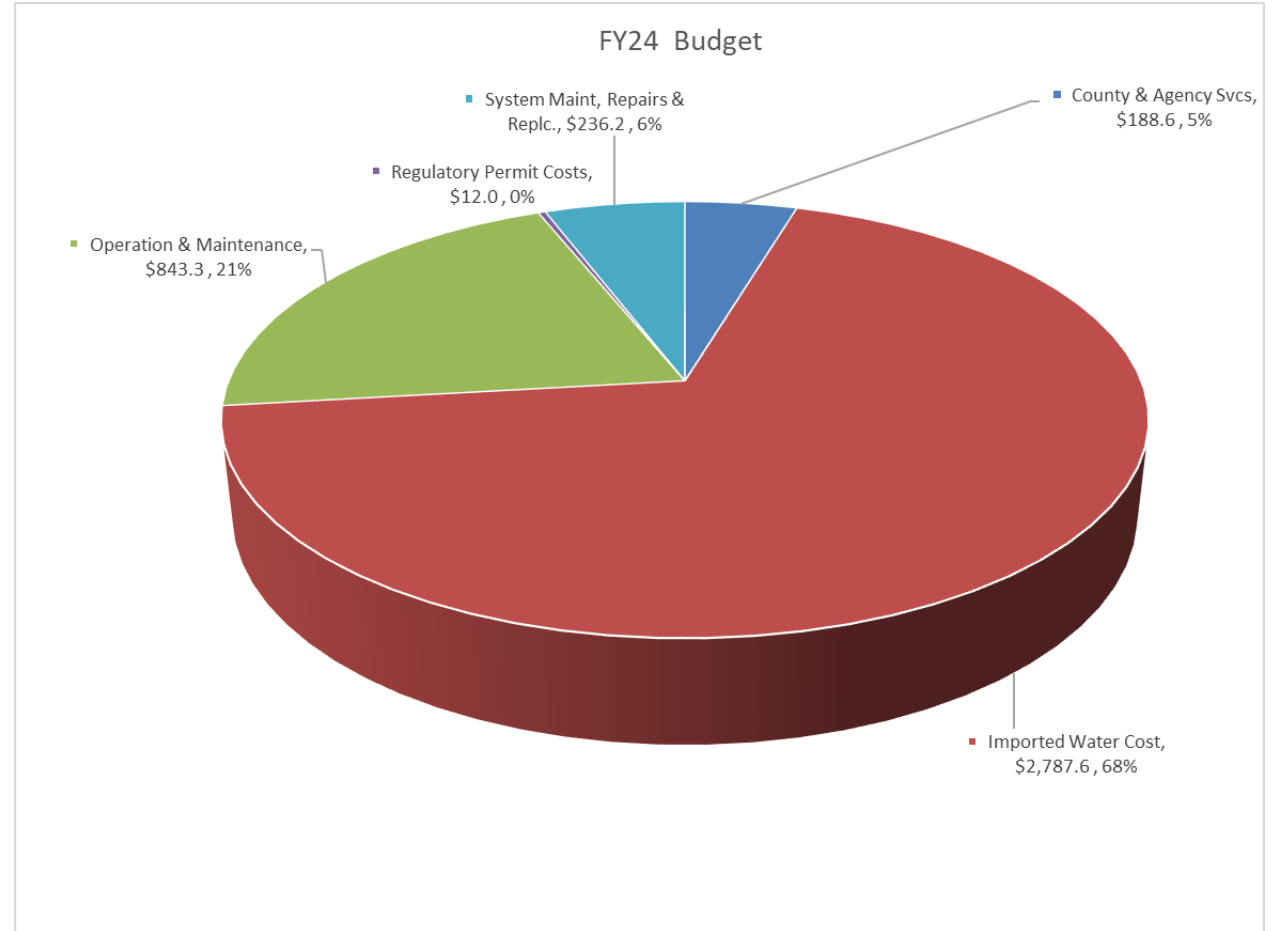
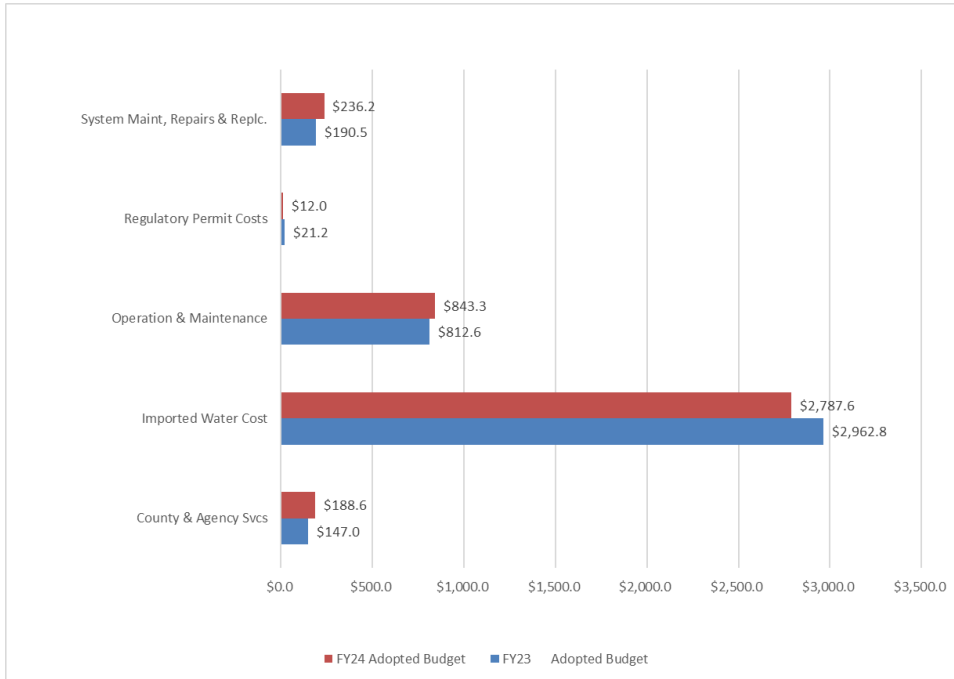
- Ended Fiscal Year 2023 (June 30, 2022) with healthy reserve fund balance of \$7.9M
- Calleguas Municipal Water District Approved Rate increase of 6% for 2024
- Assumed inflationary increases used for rate analysis:
  - Labor 3.5%, Electricity 4%, and materials 3%
- No Major Capital Projects Required over next 10 years
  
- Proposed 6% Calleguas Pass-through Rate increase for 2023 to preserve Cash Reserve Balance

# Calleguas vs. WWD#38 Historic Rate Increases 2011-2024

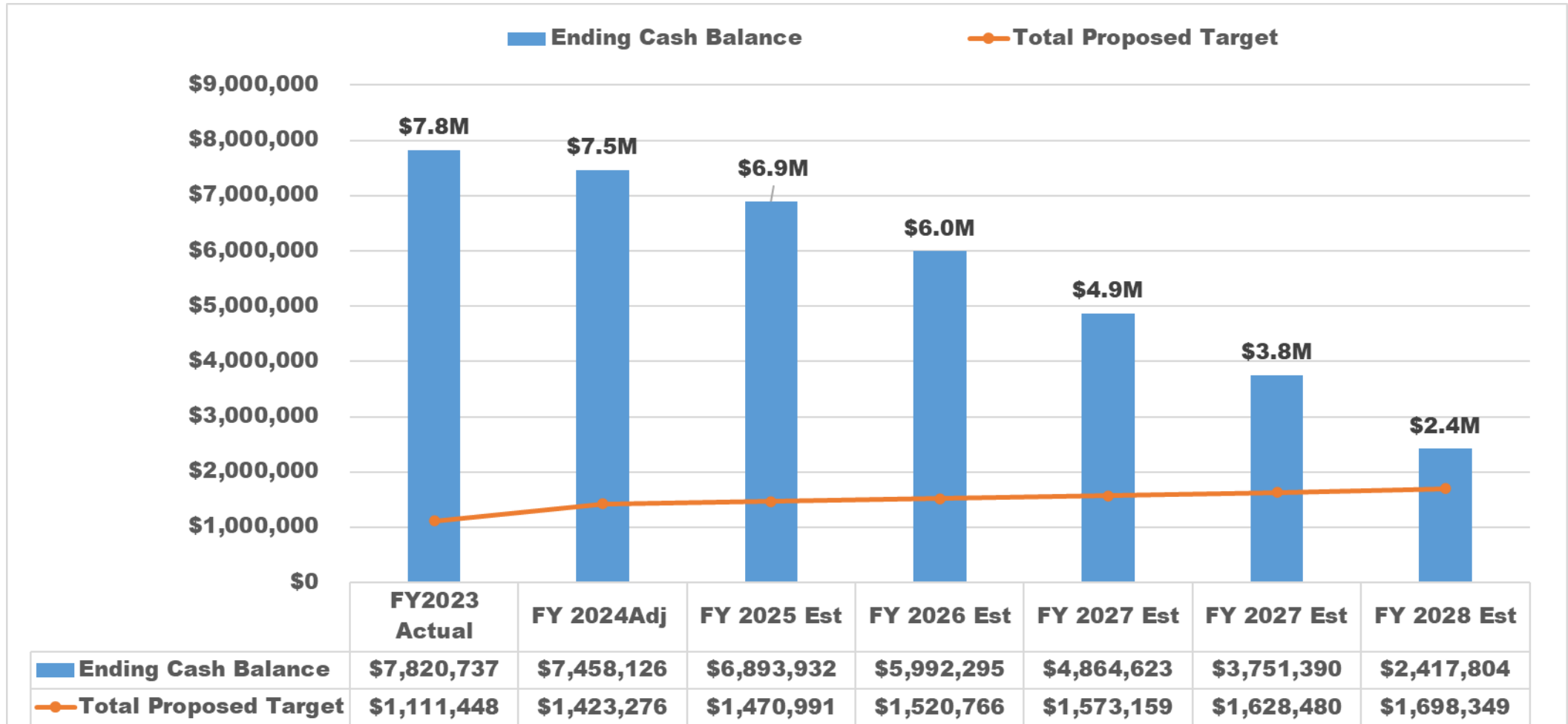


Ventura County Waterworks District No. 38  
**Lake Sherwood Water Services**  
**Fiscal Year 2024 Budget Analysis by Category**

O&M Expenditures	FY23 Adopted Budget	FY24 Adopted Budget	Var (\$)	Var (%)
County & Agency Svcs	\$147.0	\$188.6	\$41.6	28.3%
Imported Water Cost	\$2,962.8	\$2,787.6	(\$175.2)	-5.9%
Operation & Maintenance	\$812.6	\$843.3	\$30.7	3.8%
Regulatory Permit Costs	\$21.2	\$12.0	(\$9.2)	-43.4%
System Maint, Repairs & Replc.	\$190.5	\$236.2	\$45.7	24.0%
<b>Grand Total</b>	<b>\$4,134.1</b>	<b>\$4,067.7</b>	<b>(\$66.4)</b>	<b>-1.6%</b>

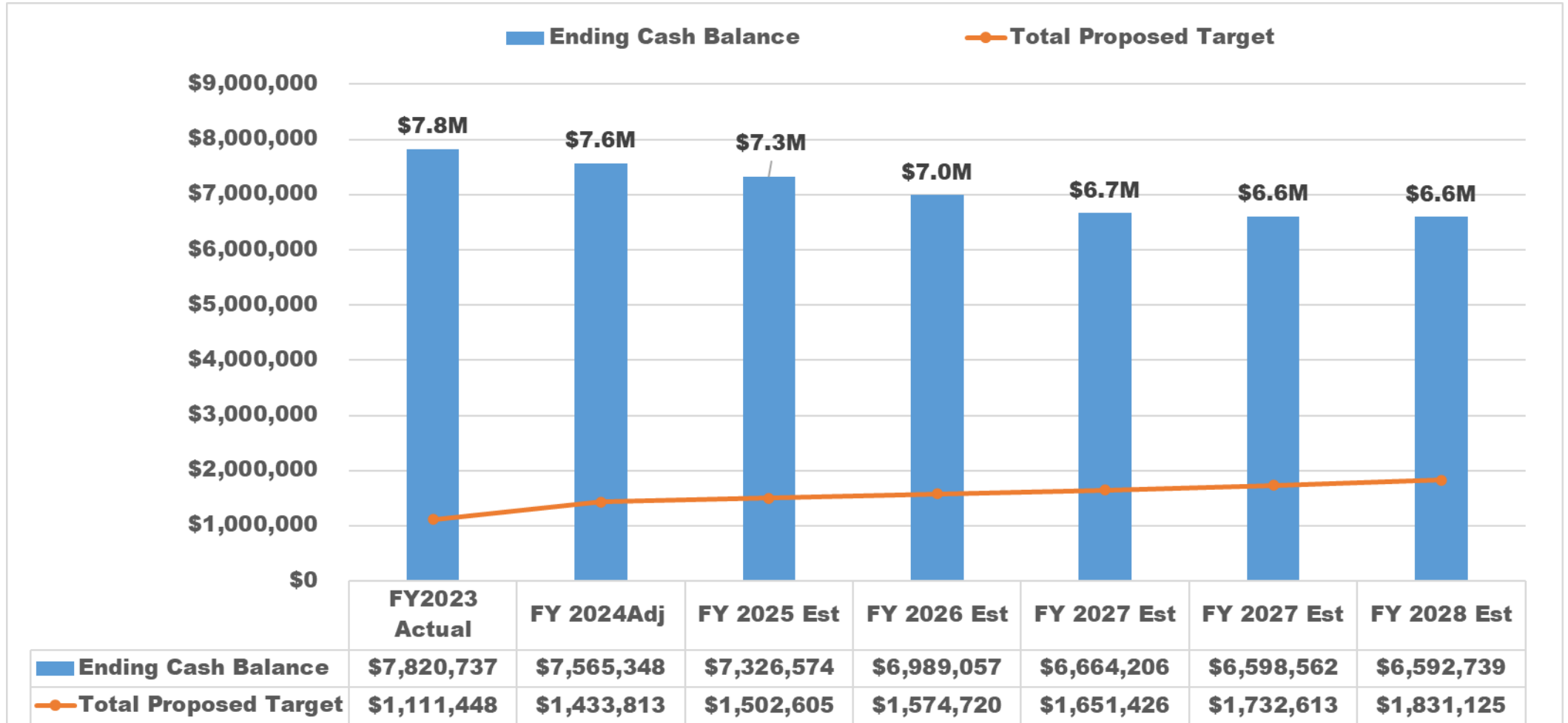


### Cash Reserves Forecast with No Rate Increases



Cash Reserves Are Reduced through 2028; Operating Costs Subsidized from Reserves

### Cash Reserves Forecast with 6% Calleguas Pass-Through Rate



Cash Reserves Above Reserve Target through FY2028

# Recommendation

- 6% Calleguas Pass-through Rate increase for 2024
  - Stabilizes Cash Reserve
  - Cash Reserve available for future replacement projects
  - Cash Reserve could be used for buying into regional supply projects
- Recommend approval of 5-year Pass-through of Calleguas rates
  - Avoids administrative burden of Prop 218 Public Hearings every year
  - Allowed per California Government Code 53756
  - Prop 218 for first year and then 30-day written notice for subsequent years



#### **4. DISTRICT STAFF REPORT**

B. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District.

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

CURRENT PERIOD ACTIVITIES TO AP03 FY24 (ENDING 9/30/2023)									
Waterworks District #38 Lake Sherwood									
ADHOC Details Report									
1	Total Beginning Balances			\$7,216,227	\$7,788,307	\$7,930,690	\$7,820,737	\$7,820,737	7,820,736.87
2	Total Ending Balances			\$7,788,307	\$7,930,690	\$7,820,737	\$7,445,497	\$7,833,884	7,834,612.51
3									
4	Total Proposed Targets			\$1,470,529	\$1,411,941	\$1,082,669	\$1,378,260	\$276,646	1,320,396.64
5	Alert			ok	ok	ok	ok	ok	ok
6	<b>O&amp;M/ Rate Stab Fund</b>								
				<b>FY21 ACTUAL</b>	<b>FY22 ACTUAL</b>	<b>FY23 ACTUAL</b>	<b>FY24 ADPT BUDGET</b>	<b>FY24 ACTUAL</b>	<b>FY24 Actual/ Budget %</b>
									<b>FY24 YR-END PRJ</b>
7	<b>Beginning Balances</b>			<b>\$1,906,545</b>	<b>\$2,297,488</b>	<b>\$2,579,524</b>	<b>\$2,130,467</b>	<b>\$2,130,467</b>	
8	<b>O&amp;M Revenue</b>								
9	Interest Earnings			-	-	-	-	\$0	\$0
10	Planning and Eng. Svcs External			8,071	3,356	16,743	5,000	\$1,402	28%
11	Permit & Line Ext. Fees			360	1,470	5,042	3,000	\$6,865	229%
12	Meter, Other Sales and Misc Rev.			17,772	53,867	59,507	29,908	\$11,442	38%
13	Water Sales			4,462,041	4,193,647	2,714,518	3,610,894	\$730,875	20%
14	<b>Total - O&amp;M Revenue</b>			<b>\$4,488,244</b>	<b>\$4,252,340</b>	<b>\$2,795,810</b>	<b>\$3,648,802</b>	<b>\$750,585</b>	
15	<b>O&amp;M Expenditure</b>								
16	System Maint. Supp. & Contract			65,508	159,470	315,192	213,800	\$3,169	1%
17	Indirect Cost Recovery			21,939	16,266	21,129	23,751	\$0	0%
18	Misc. Expense			46,805	34,967	38,026	95,501	\$816	1%
19	Other Professional Svcs			1,075	481	3,210	10,000	\$0	0%
20	Small Tools & Minor Equipment			20,726	1,557	413	5,000	\$0	0%
21	State Permit/Fees			6,398	9,126	10,480	3,000	\$2,455	82%
22	O&M Labor			389,018	394,432	329,844	541,400	\$52,644	10%
23	Mgmt & Admin Svcs			96,300	109,000	125,600	152,500	\$0	0%
24	Eng. & Tech. Surveys			-	-	-	10,000	\$0	0%
25	Water Analysis			566	1,255	4,825	4,300	\$215	5%
26	Cross Connection Fees			1,700	2,100	-	5,000	\$0	0%
27	Water Purchase			3,202,405	3,000,872	2,194,758	2,737,090	\$685,849	25%
28	Water System Power			38,695	73,561	41,400	55,000	\$8,185	15%
29	Depreciation Expense			146,066	146,267	146,267	143,041	\$36,867	26%
30	Contribution to other Funds			-	8,551	7,710	28,300	\$0	0%
31	Meter Purchases			60,100	12,400	6,015	40,000	\$24,035	60%
32	Conservation Program			-	-	-	1,000	\$0	0%
33	Contingencies			-	-	-	-	\$0	\$0
34	CFR Adjustment - Depreciation adj			-	-	-	-	\$0	\$0
35	<b>Total - O&amp;M Expenditure</b>			<b>\$4,097,301</b>	<b>\$3,970,304</b>	<b>\$3,244,867</b>	<b>\$4,068,683</b>	<b>\$814,235</b>	
36	Net of Operation			\$390,943	\$282,036	(\$449,057)	(\$419,881)	(\$63,650)	(\$70,765)
37	Transfer to/fr Capital Reserve			\$0	\$0	\$0	\$0	\$0	\$0
38	Reserve for Cap. Deprec			\$0	\$0	\$0	\$0	\$0	\$0
39	<b>Ending Fund Balance</b>			<b>\$2,297,488</b>	<b>\$2,579,524</b>	<b>\$2,130,467</b>	<b>\$1,710,587</b>	<b>\$2,066,817</b>	<b>\$2,059,702</b>
40									
41	<b>Minimum Balance</b>								
42	25%	of O&M expenses		\$1,024,325	\$992,576	\$811,217	\$1,017,171	\$203,559	\$951,858
43	10%	of rate revenue		\$446,204	\$419,365	\$271,452	\$361,089	\$73,088	\$368,539
44									
45	<b>O&amp;M Analysis:</b>								
46	% of Water Cost/Water Sales			72%	72%	81%	76%	94%	71%
47	% of O&M Labor/Water Sales			9%	9%	12%	15%	7%	11%
48	Gross Profit : (Water Sales less Water Cost&Power)			\$1,220,941	\$1,119,215	\$478,361	\$818,804	\$36,842	\$1,016,320
49	Net Profit ( Net Result of Operation)			\$390,943	\$282,036	(\$449,057)	(\$419,881)	(\$63,650)	(\$70,765)
50	Net Profit Margin ( Net Profit/ Revenue)			9%	7%	-16%	-12%	-8%	-2%
51									
52									

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

			FY24 ADPT				FY24		
53 Acquisition&Replacement Fund			FY21 ACTUAL	FY22 ACTUAL	FY23 ACTUAL	BUDGET	FY24 ACTUAL	Actual/ Budget %	FY24 YR-END PRJ
54	<b>Beginning Balances</b>		\$5,309,682	\$5,490,819	\$5,351,166	\$5,690,270	\$5,690,270		\$5,690,269.50
55									
56	<b>Capital Sources of Funds</b>								
57	Interest Earning		\$ 42,734	\$ 28,820	\$ 205,739	47,600.0	(\$35,266)	-74%	\$47,600
58	Capital Improv. Charges		\$ -	\$ 6,590	\$ 15,039	4,000.0	\$75,195	1880%	\$4,000
59	Depreciation Expense	CY Funded	\$ 146,066	\$ 146,267	\$ 146,267	143,041.0	\$36,867	26%	\$143,041
60	<b>Total - Capital Sources of Funds</b>		<b>\$ 188,800</b>	<b>\$ 181,678</b>	<b>\$ 367,046</b>	<b>\$194,641</b>	<b>\$76,797</b>		<b>\$194,641</b>
61	<b>Capital Uses of Funds</b>								
62	<b>Water System Improv &amp; Construction Proj</b>								
63	System Improvements/Replacement		\$ 3,274	\$ 556	\$ 27,942	40,000.0	\$0	0%	\$0
64	Water System Replacement		\$ 3,311	\$ 266,698	\$ -	100,000.0	\$0	0%	\$100,000
65	Water Construction Projects		\$ -	\$ -	\$ -	-	\$0		\$0
66	<b>Other Equipment</b>		\$ 1,078	\$ 54,077	\$ -	10,000.0	\$0	0%	\$10,000
67	<b>Contingencies</b>		\$ -	\$ -	\$ -	-	\$0		\$0
68	<b>Contributions-ISF &amp; Other Funds</b>		\$ -	\$ -	\$ -	-	\$0		\$0
69	<b>Total - Capital Uses of Funds</b>		<b>\$ 7,663</b>	<b>\$ 321,331</b>	<b>\$ 27,942</b>	<b>\$150,000</b>	<b>\$0</b>		<b>\$110,000</b>
70	Net Capital Fund Balance		\$ 181,137	\$ (139,653)	\$ 339,104	\$44,641	\$76,797		\$84,641
71	Transfer to/fr O&M / Rate Stabilization Fund		\$ -	\$ -	\$ -	\$0	\$0		\$0
72	<b>Ending Fund Balance</b>		<b>\$5,490,819</b>	<b>\$5,351,166</b>	<b>\$5,690,270</b>	<b>\$5,734,911</b>	<b>\$5,767,066</b>		<b>\$5,774,911</b>

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

CURRENT PERIOD ACTIVITIES TO AP03 FY24 (ENDING 9/30/2023)						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 23	FY 24	ACTUAL	Act/Adpt Bud	06/30/24
	EXPENDITURES					
1	System Maint. Supp. & Contract	-	213.8	3.2	1%	213.8
3	<i>General Supplies</i>	132.07	31.0	3.2	10%	136.0
5	<i>Pump Station Replacement</i>	131.95	43.2	-	0%	23.2
6	<i>Emergency Repair</i>	21.45	80.0	-	0%	10.0
7	<i>PLC Replacement</i>	-	10.0	-	0%	-
8	<i>SCADA Radio Replacement</i>	5.89	15.0	-	0%	10.0
10	<i>Utility Billing System Maintenance</i>	-	7.6	-	0%	7.6
11	<i>Pipe Material/fittings, valves, pumps</i>	23.83	15.0	-	0%	15.0
12	<i>Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&amp;I</i>	-	12.0	-	0%	12.0
2	Indirect Cost Recovery	21.1	23.8	-	0%	23.8
4	Misc. Expense	38.0	95.5	0.8	1%	88.8
5	Other Professional Svcs	3.2	10.0	-	0%	10.0
6	Small Tools & Minor Equipment	0.4	5.0	0.0	0%	5.0
7	State Permit/Fees	10.5	3.0	2.5	82%	20.0
8	O&M Labor	329.8	541.4	52.6	10%	398.9
9	Mgmt & Admin Svcs	125.6	152.5	-	0%	152.5
10	Eng. & Tech. Surveys	-	10.0	-	0%	10.0
11	Water Analysis	4.8	4.3	0.2	5%	4.3
12	Cross Connection Fees	-	5.0	-	0%	-
13	Conservation Program	-	1.0	-	0%	-
3	Water Purchase	2,194.8	2,737.1	685.8	25%	2,614.1
5	Water System Power	41.4	55.0	8.2	15%	55.0
6	Depreciation Expense	146.3	143.0	36.9	26%	143.0
7	Contribution to other Funds	7.7	28.3	-	0%	28.3
8	Meter PurchaseS	6.0	40.0	24.0	60%	40.0
11	<b>TOTAL EXPENDITURES</b>	<b>3,244.9</b>	<b>4,068.7</b>	<b>814.2</b>		<b>3,807.4</b>
12	REVENUES					
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	16.7	5.0	1.4	28%	5.0
4	Permit & Line Ext. Fees	5.0	3.0	6.9	229%	3.0
6	Meter, Other Sales and Misc Rev.	59.5	29.9	11.4	38%	43.3
7	Water Sales	2,714.5	3,610.9	730.9	20%	3,685.4
8	<b>TOTAL REVENUES</b>	<b>2,795.8</b>	<b>3,648.8</b>	<b>750.6</b>		<b>3,736.7</b>
9	<b>RESULT OF OPERATION</b>	<b>(449.1)</b>	<b>(419.9)</b>	<b>(63.6)</b>		<b>(70.8)</b>
11	<b>O&amp;M Fund Balance Reserve:</b>					
11	Beginning Fund Balance	\$2,579.5	\$2,130.5	\$2,130.5		\$2,130.5
12	Net of Operation	(\$449.1)	(\$419.9)	(\$63.6)		(\$70.8)
13	<b>O&amp;M Fund Balance Reserve:</b>	<b>\$2,130.5</b>	<b>\$1,710.6</b>	<b>\$2,066.8</b>		<b>\$2,059.7</b>
14	Required O&M Fund Reserve: 25% of Exp.	\$811.2	\$1,017.2	\$203.6		\$951.9
15	<b>O&amp;M FBR vs Required Reserve</b>	ok	ok	ok	ok	ok

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

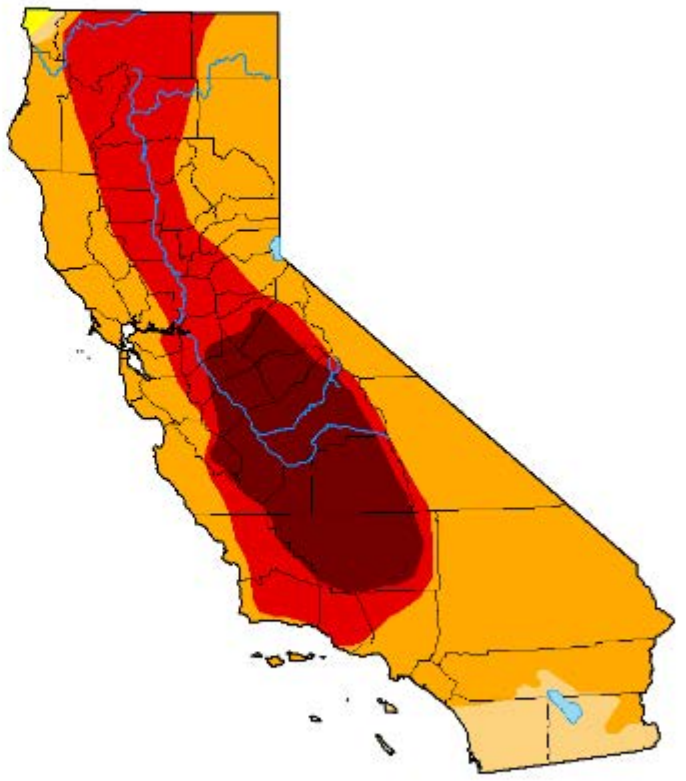
CURRENT PERIOD ACTIVITIES TO AP03 FY24 (ENDING 9/30/2023)							
	A	B	C	D	E	F	H
	ACTUAL	ADOPTED BUDGET	CURRENT PERIOD FY 24			% of	Year-End Projection
DESCRIPTION	FY 23	FY 24	EXP/REV	ENC	TOTAL	Act/Bud	06/30/24
<b>EXPENDITURES</b>							
1	<b><u>NON CAPITALIZED EXPENDITURES:</u></b>						
2	27.9	40.0	0.0	0.0	0.0	0.0%	0.0
5	27.9	40.0	0.0	0.0	0.0	0.0%	0.0
6	<b><u>WATER SYSTEM IMPROVEMENT/REPLACEMENT:</u></b>						
7	0.0	100.0	0.0	0.0	0.0	0.0%	100.0
10	0.0	100.0	0.0	0.0	0.0	0.0%	100.0
11	<b><u>WATER CONSTRUCTION PROJECT</u></b>						
12	0.0	0.0	0.0	0.0	0.0	0.0%	0.0
13	0.0	10.0	0.0	0.0	0.0		10.0
15	0.0	10.0	0.0	0.0	0.0	0.0%	10.0
16	<b>27.9</b>	<b>150.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>	<b>110.0</b>
17	<b>REVENUES</b>						
18	205.7	47.6	(35.3)	(35.3)	(70.6)	-74.1%	47.6
19	15.0	4.0	75.2	75.2	150.4	1879.9%	4.0
22	<b>220.8</b>	<b>51.6</b>	<b>39.9</b>	<b>39.9</b>	<b>79.8</b>	<b>77.4%</b>	<b>51.6</b>
23	<b>192.8</b>	<b>(98.4)</b>	<b>39.9</b>	<b>39.9</b>	<b>79.8</b>		<b>(58.4)</b>
24	5,351.2	5,690.3	5,690.3		5,690.3		5,690.3
25	146.3	143.0	146.0		146.0		143.0
26	<b>5,690.3</b>	<b>5,734.9</b>	<b>5,876.2</b>		<b>5,916.1</b>		<b>5,774.9</b>
27							
28							
29	<b>SUMMARY OF CAPITAL FUND BALANCE</b>			Capital	Funded	Total	
30				Acq Fund	Depr Fund	Cap Fund	
31			Beginning Fund Balance	2,005.8	3,684.3	5,690.1	
32			Revenue & Depreciation	51.6	143.0	194.6	
33			Expenditure & Encumbrances	10.0	100.0	110.0	
34			Ending Fund Balance	2,047.4	3,727.3	5,774.7	

#### **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



< October 10, 2023    > Download Map

< October 11, 2022    > Download Map

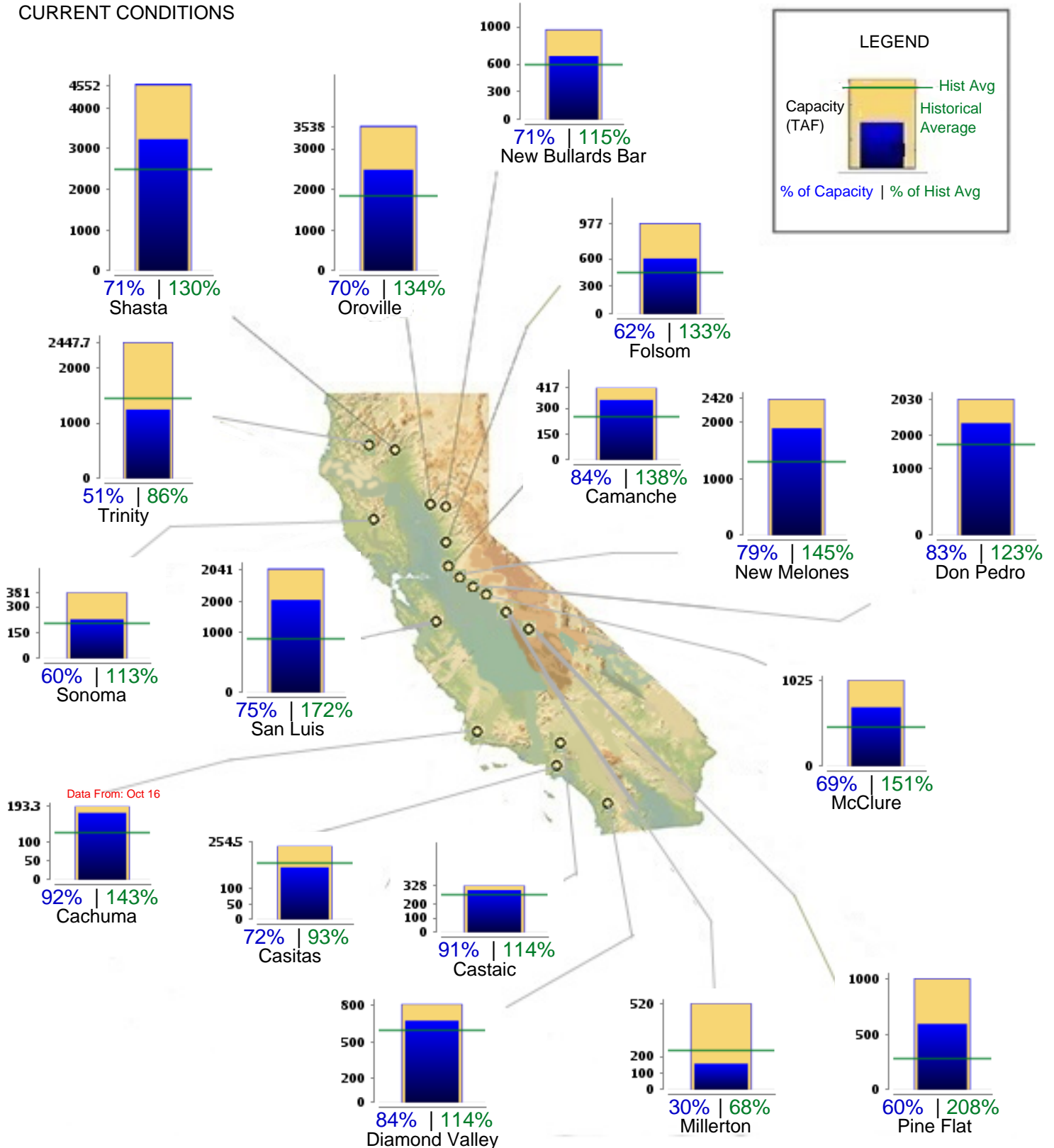


# CURRENT RESERVOIR CONDITIONS

## CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - October 17, 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.

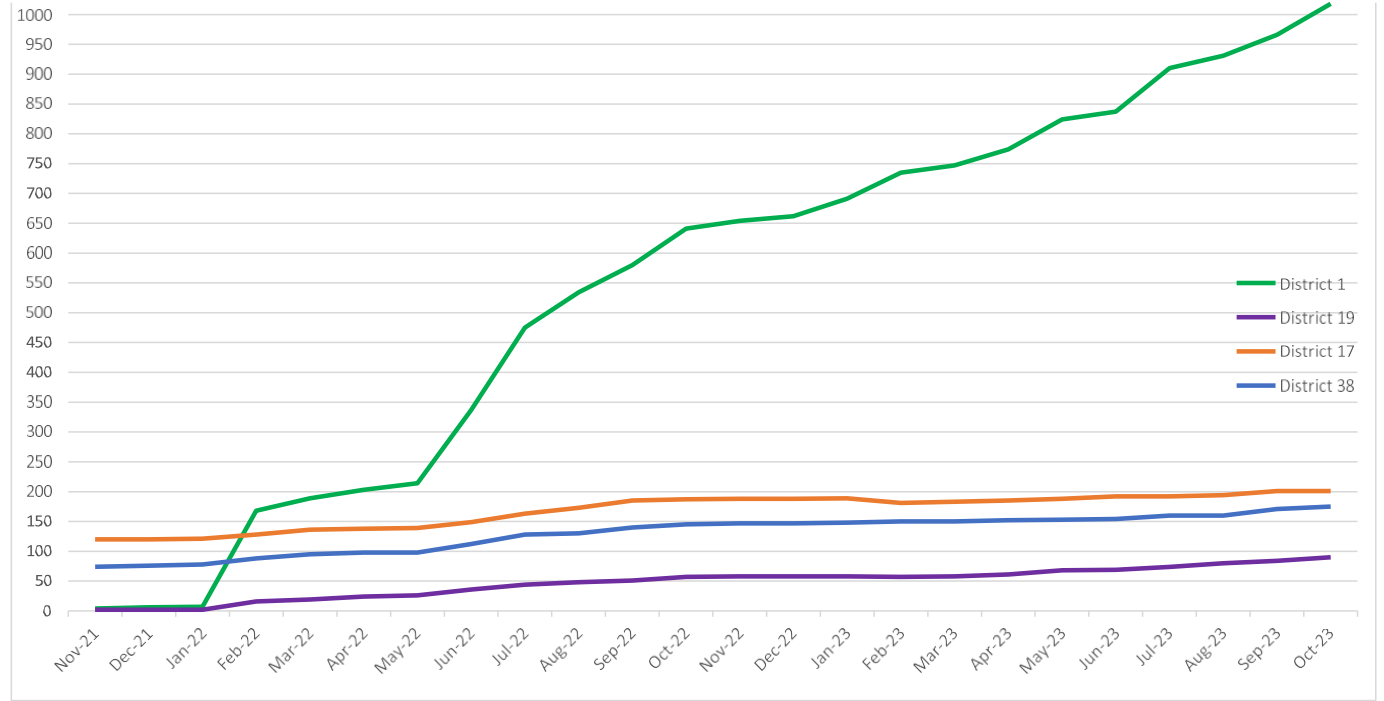
#### **4. DISTRICT STAFF REPORT**

- 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 presenting, before the Ventura County Board of Supervisors

#### **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 implement within the District.

Month	District 1	District 19	District 17	District 38
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
Oct-23	1018	90	201	175



#### **4. DISTRICT STAFF REPORT**

- I. CAPITAL PROJECTS REVIEW - The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
  - No capital projects currently.
  
- J. OPERATIONS AND MAINTENANCE QUARTERLY REPORT
  - An update on Operations and Maintenance for the 3<sup>rd</sup> quarter of Fiscal Year 2023.



# District 38 O&M Updates

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FY 2024 – First Quarter (July 1, 2023 to Sept. 30, 2023)

# Operations & Maintenance – Distribution Repairs

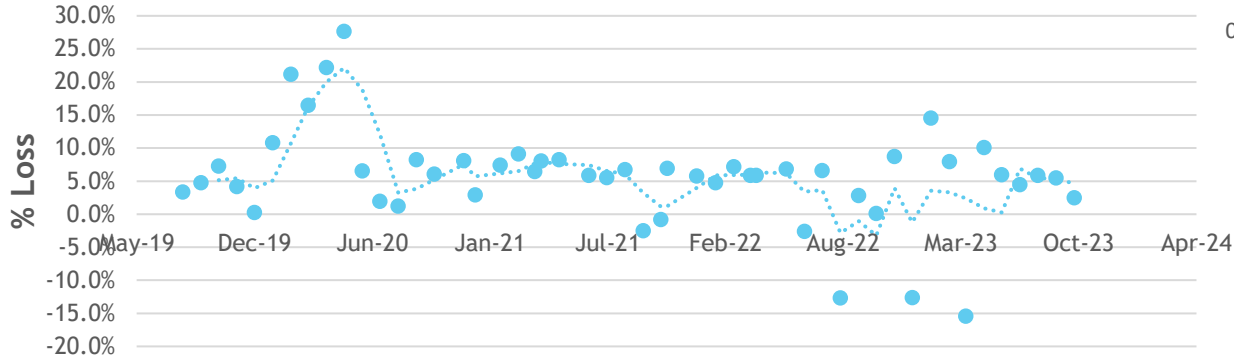
- ▶ Service Line Repairs: 0
- ▶ Hydrant Leaks: 0
- ▶ Fire Flow Tests: 1
- ▶ Morvale Reservoir dive completed – No report yet
- ▶ Completed lead service line inventory review – No Lead lines identified

# Operations & Maintenance – Source Water

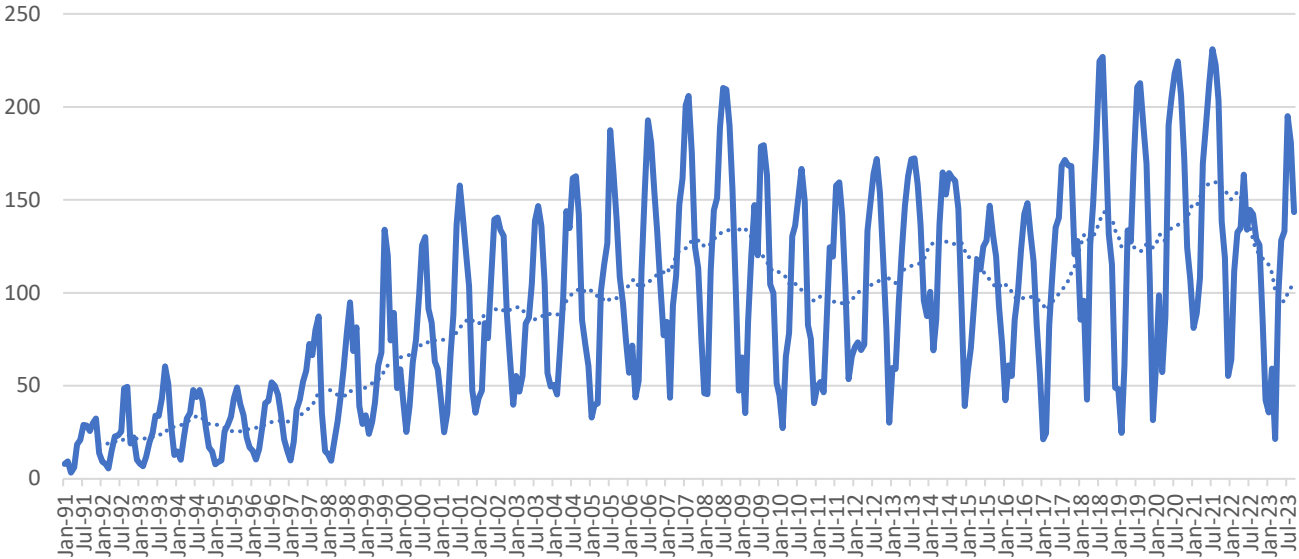
▶ CMWD

- ▶ 519.20 AF Delivered
- ▶ 25.1 AF (4.8%) Water Loss in Quarter

% Water Loss (Consumed VS CMWD)

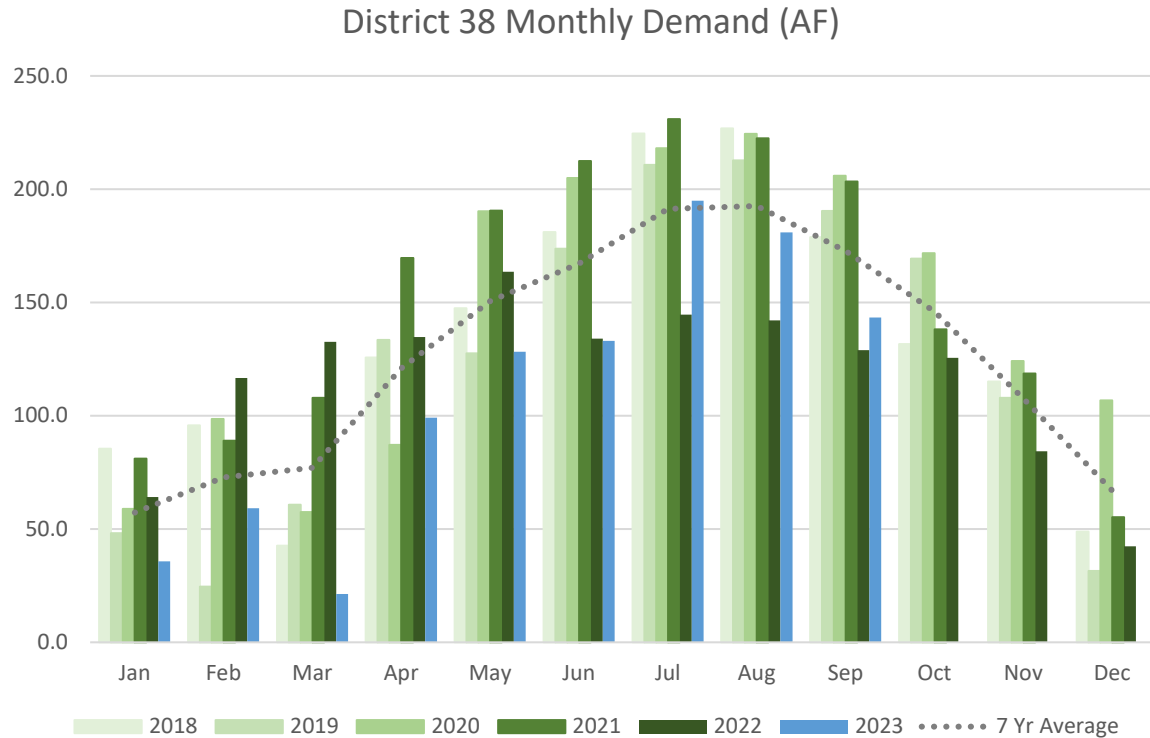


CMWD Purchase (AF)





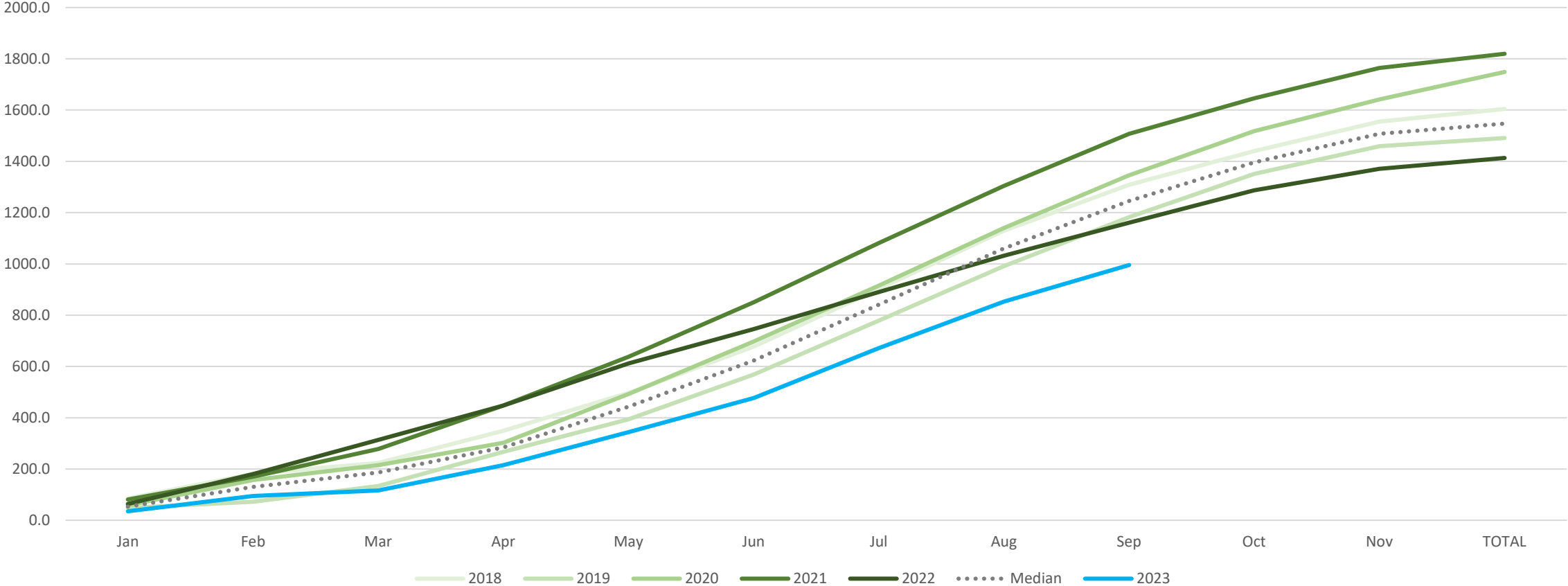
# Operations & Maintenance – Purchases (AF)



	2018	2019	2020	2021	2022	2023
Jan	85.5	48.2	58.9	81.1	64.1	35.7
Feb	95.7	24.6	98.6	89.0	116.6	59.2
Mar	42.6	60.7	57.4	107.9	132.6	21.3
Apr	125.7	133.5	87.2	169.6	134.7	99.2
May	147.4	127.5	190.2	190.6	163.5	128.3
Jun	181.1	173.8	204.9	212.5	134	133.1
Jul	224.6	210.7	218.1	231.0	144.6	195
Aug	226.9	212.7	224.4	222.5	142.1	180.9
Sep	178.8	190.4	206.0	203.4	129	143.3
Oct	131.6	169.3	171.8	138.2	125.6	
Nov	115.1	107.9	124.2	118.7	84.3	
Dec	48.9	31.5	106.8	55.2	42.3	

# Cumulative Periodic and Annual Demands

District 38 Cumulative Annual Demand (AF)



# Customer Service and Meter Reading

- ▶ Customer Account Activity (turn on/off)
  - ▶ \$1,497 labor
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
  - ▶ \$1,722 labor
- ▶ Line Locations
  - ▶ \$2,547 labor
- ▶ Meter Replacements
  - ▶ \$275 labor
- ▶ New webpage to promote Customer Portal:
  - ▶ <https://www.vcpublishworks.org/wsd/customerportal/>

# Operations & Maintenance – Looking Forward

- ▶ Add tighter Zone III vent line screens



# Questions?

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#### **4. DISTRICT STAFF REPORT**

- K. DIRECTOR'S INFORMATIONAL ITEMS – Provides the opportunity for the Director to present items that are not within the subject matter of the District's Staff Report.

#### **5. COMMITTEE MEMBERS' COMMENTS/ FUTURE AGENDA ITEMS**

#### **6. ADJOURNMENT**

**\*The next District 38 Citizens' Advisory Committee meeting is scheduled for January 25, 2024.**