

Central Services
Joan Araujo, Director

Engineering Services
Christopher Cooper, Director

Transportation
David Fleisch, Director

Water & Sanitation
Joseph Pope, Director

Watershed Protection
Glenn Shephard, Director

Representing: Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38
County Service Area Nos. 29, 30, and 34

August 13, 2020

**NOTICE OF A MEETING OF THE
VENTURA COUNTY WATERWORKS DISTRICT NO. 19
CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 19 Citizens' Advisory Committee will be held **Thursday, August 20, 2020 from 3:30 p.m. to adjournment** via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (3:30 p.m.) dial the number (669) 900-6833, when prompted enter the meeting ID 470 052 7072. You can also join the meeting by visiting this link -

Join Zoom Meeting <https://us02web.zoom.us/j/4700527072>

Advisory Committee Members: Please contact the District Office by telephone at (805-378-3005), or by email at wspc@ventura.org, no later than June 16, if you are unable to participate on the call.

Sincerely,



Joseph C. Pope, Director
Water and Sanitation

AGENDA OF MEETING

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONA VIRUS, THE MOORPARK WATER AND SANITATION BUILDING IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CAC MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO "NOTICES" LOCATED ON PAGE 3 AND 4 OF THIS AGENDA.



1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE JUNE 18, 2020 MEETING MINUTES
3. PUBLIC COMMENTS - Members of the public may address the Citizens' Advisory Committee 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. COMMITTEE MEMBER'S COMMENTS - Members of the Citizens' Advisory Committee may address the meeting with information or observations relevant to the operation of District 19 but do not appear on the Agenda.
5. DISTRICT STAFF REPORT
 - A. FINANCIAL REVIEW
 1. Update on the current financial status of District 19 including:
 - a. Cash Flow Analysis sheet showing revenue and expense items
 - b. Acquisition & Replacement Fund sheet showing sources and uses of funds
 - c. Financial Status Report for Operations and Maintenance
 2. Report from the CAC Financial Subcommittee
 3. ACTION ITEM: Review and Approve Proposed Rates and Surcharges for 2021
 - B. CAPITAL PROJECTS REVIEW
 1. Progress Report for Active Capital Projects with updated timelines
 2. Financial Status Report for Capital Projects
 - C. STATE OF WATER DISTRICT 19 INFRASTRUCTURE
 1. Recent or in progress repairs
 2. Upgrades or improvements planned
 - D. WATER FACTS
 1. Water Supply
 - a. Updated District 19 Water Production and Sales Reports
 - b. Status of water supply available through State projects
 2. Water Quality
 - a. Resolution of water quality complaints from District customers
 - b. Update on pumped groundwater and delivered potable water quality



3. Water Costs

- a. Cost of water purchased from Calleguas Municipal Water District
- b. Groundwater allocation from Fox Canyon GMA
 - New Interim Extraction Allocation System for the Las Posas Valley Basin
- c. Litigation status to secure pumping allocation (*FCGMA V. LPVWRC*)

E. ADMINISTRATIVE UPDATE – An update on issues related to administration of the District including billing, charges, fees, programs, etc.

1. No updates that affect Waterworks District 19 at this time

F. 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

6. AVENUES OF PUBLIC OUTREACH – An update on how the District is reaching out to its customers concerning water conservation.

- COVID-19 Waived Fees Report

7. FUTURE AGENDA ITEMS

8. ADJOURNMENT

****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://us02web.zoom.us/j/4700527072>
- **If you wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the day prior to the Committee meeting. Please submit your comment to WSPC@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A).**



Your email will be read by the Water and Sanitation Director and placed into the record.

- **If you are watching the live stream of the Committee meeting and would like to make a general public comment for items not on the day's agenda or to comment on a specific agenda item as it is being heard, please 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 CAYTLYN CAYLOR AT (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. 19
MINUTES OF THE JUNE 18, 2020 MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: David Hutter, Lynette Buchanan-Roth,
Kathy Janowski, Diana Enos (arrived at 4:45pm)

COMMITTEE MEMBERS ABSENT: Kirby Thomas

COMMITTEE MEMBER VACANCY: None

STAFF: Joseph Pope, Director
Jean Fontayne, Staff Services Manager II
June Kim, Engineer Manager – Temporary
Caytlyn Caylor, Management Assistant III

GUESTS: None

* * *

1. CALL TO ORDER

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

2. APPROVAL OF THE MINUTES OF THE MAY 20, 2020 SPECIAL MEETING

- CAC Members approved May 20, 2020 meeting minutes content
- One edit requested: to move the Financial Subcommittee Comments from Agenda Item 4 (Committee Member's Comments) to Agenda Item 5 part 2 (Report from the CAC Financial Subcommittee)

3. PUBLIC COMMENTS

- *None*

4. COMMITTEE MEMBER'S COMMENTS - Members of the Citizens' Advisory Committee may address the meeting with information or observations relevant to the operation of District 19 but do not appear on the Agenda

- Committee Member's would like to bring the meetings back to be held in person and onsite at the Water and Sanitation Building while still having the option for guests to attend via Zoom.

5. District Staff Report

A. Financial Review

- \$306,193 total ending cash balance for the month of May
- Actual water sales reflect \$2.39mil with a yearend projection of \$3.17mil
- Purchased water is shown at \$366,385

- Committee member David would like to schedule a Financial Sub-Committee meeting to discuss the financial report that was presented as he does not feel confident in the numbers that are being shown.
- Mr. Pope informed the Committee that he will go back to the fiscal supervisor to confirm the accuracy of the Financial report

B. Capital Projects Review

- Greentree Reservoir - recoating will be completed at the end of the month (June 2020). Significant corrosion was found in the reservoir and was handled accordingly
- Well #4 – air was being found in the water system, Mr. Pope this is a non-critical alert and doesn't impact the water taste for the customers. Customers might notice the water being cloudy and the Water Department is running tests to find the source of the air.
- The other capital projects for this district are currently on hold due to COVID-19

C. State of Water District 19 Infrastructure & D. Water Facts

- Mays water production was doubled since the month of April which is on target as previous years reflect
- 605-acre feet total produced year to date (calendar year)
- We are going into peak summer season and hope to keep seeing the water sales increase
- The water production summary report ending in May shows the districts Well's: Well 2 – 30.4 (AF), Well 3 – 14.8 (AF), Well 4 79.6 (AF) for a total pumped production of 124.8 (AF) and 84.4 (AF) purchased

Water Quality Report

- Water Quality Color Complaints
 1. Took a sample from warthead and customers house. The samples visually looked fine, but after filtering did notice sand in both samples, TSS 0.5 mg/L. Staff flushed the lines north and south of customers house and alert Department Supervisor
 2. Staff pulled two separate samples from the customers property (kitchen sink and backflow device), both areas tested negative for TSS. Staff notified customer of the results and informed them that cloudy water was a result of dissolved air and the water is safe to drink
 3. Air in customers line causing cloudy appearance.
- Water Pressure Complaint
 1. High pressure on the customers property is the result of a bad pressure regulator. Staff informed customer to replace the regulator and/or move it to after the meter to protect their entire system

E. Administrative Update

- Mr. Pope updated the Committee of the current status of customers in the district that have applied for the COVID-19 bill relief program with a total of 12 customers enrolled and the amount of \$2,700 of passed due bills between 60-90 days overdue

6. DIRECTOR'S INFORMATIONAL ITEMS -

- Mr. Pope informed the Committee that he held a discussion with Mr. Tibbitts regarding his concept of doing an agricultural water contract where the customer would sign a contract for monthly ag. water service which will hold the customer accountable for paying for the monthly water they've agreed upon even if it is not all used.
- Mr. Pope presented a surcharge worksheet that he previously discussed with Mr. Tibbitts, he explained that the District requires roughly \$50k to balance out the Well 2 Loan Surcharge based on a 30-year loan of \$1.2M and \$100k outside legal fees for the Las Posas Adjudication Surcharge. He is proposing a set monthly charge by meter size that includes a surcharge amount. His presentation data is reflected below:

Well 2 Loan Surcharge \$ 50,000 (Based on 30-year loan of \$1.2M)
 Las Posas Adjudication Surcharge \$ 100,000 (Based on FY20 Outside Legal Fees)

Annual By Meter Size	No. Meters	Equiv Meters	
3/4"	489	489	\$ 35,208.00
1"	413	688	\$ 49,560.00
1 1/2"	55	183	\$ 13,200.00
2"	55	293	\$ 21,120.00
3"	26	303	\$ 21,840.00
4"	6	126	\$ 9,072.00

Monthly Charges By Meter Size	No. Meters	Current Meter Charge	Surcharge	New Total Fixed Charges
3/4"	489	\$ 20.18	\$ 6.00	\$ 26.18
1"	413	\$ 30.88	\$ 10.00	\$ 40.88
1 1/2"	55	\$ 57.61	\$ 20.00	\$ 77.61
2"	55	\$ 89.69	\$ 32.00	\$ 121.69
3"	26	\$ 191.28	\$ 70.00	\$ 261.28
4"	6	\$ 340.99	\$ 126.00	\$ 466.99

- Mr. Pope informed the Committee that this surcharge will be used to pay for Well 2 and the legal fees for the Los Posas Adjudication and will be made known to the Board of Supervisors, Financial Planning Committee, and District 19 customers that the revenue gained will strictly be used to pay for that project
- Once the loan and legal fees are paid off, the County will remove the surcharge from the monthly charges
- Chair Person Lynette Buchanan-Roth agreed with the proposed surcharge that Mr. Pope presented
- Vice Chair Person Dave Hutter commented that he would prefer to take this item and discuss it in more detail with members of the District 19 to see what they have to say on this option, and he would also like to have

this discussion again when Mr. Tibbitts is available. He would like to schedule a Special meeting to talk further on this proposed surcharge data.

7. FUTURE AGENDA ITEMS
 - Schedule "Special Meeting" to discuss the proposed surcharge concept with community involvement
8. ADJOURNMENT
 - The meeting adjourned at 4:56pm

DRAFT

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2. Report from the CAC Financial Subcommittee

3. ACTION ITEM: Review and Approve Proposed Rates and Surcharges for 2021

WW#19 Somis Detailed ADHOC Analysis									
1	Total Beginning Balances		\$841,196	\$716,306	\$612,560	\$912,905	\$1,121,247	\$997,745	\$997,745
2	Total Ending Balances		\$716,306	\$612,560	\$912,905	\$1,121,247	\$997,745	\$256,090	(\$20,545)
3									
4	Total Required Fund Balance		\$814,753	\$858,149	\$676,487	\$930,921	\$935,572	\$1,090,613	\$1,009,268
5	Alert		Alert	Alert	ok	ok	ok	\$256,090	(\$20,545)
6									
7	O&M/ Rate Stab Fund	FMS ACT#	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ACTUAL	FY20 ADJUSTED BUDGET	FY20 ACTUAL
8	Beginning Balances		\$841,196	\$716,306	\$225,774	\$270,267	\$295,259	\$0	\$0
9									
10	Operating Revenue								
11	Interest Earnings	8911		\$0	\$0	\$0	\$0	\$0	\$0
12	Federal & State Disaster			\$0	\$0		\$0	\$0	\$0
13	State Aid - SB90		\$1,400	\$0	\$0		\$0	\$0	\$0
14	Meter Sales & Install/Line Ext. Fee	9613	\$1,300	\$225	\$3,700	\$1,035	\$2,740	\$800	\$1,975
15	Planning/Engr Svc Fee	9481		\$0	\$0	\$0	\$0	\$200	\$125
16	Permit Fees	9708	\$800	\$0	\$0	\$0	\$590	\$0	\$0
17	Water Sales	9614	\$2,866,700	\$2,655,209	\$2,682,883	\$3,653,453	\$3,343,157	\$3,895,887	\$3,107,276
18	Other revenue - misc.	9708/9751/9790	\$140,400	\$204,737	\$45,612	\$67,277	\$68,338	\$70,700	\$49,651
19	Total - Operating Revenue		\$3,010,600	\$2,860,171	\$2,732,195	\$3,721,765	\$3,414,824	\$3,967,587	\$3,159,028
20									
21	Operating Expenditure								
22	Phone/Supplies/Bad Deb/Misc	See Sch	\$125,350	\$119,896	\$52,785	\$122,452	\$48,130	\$52,675	\$87,041
23	System Maint. Repairs & Replac.	See Sch	\$308,900	\$290,384	\$220,914	\$353,960	\$528,832	\$326,148	\$309,878
24	Indirect Cost Recovery	2158	\$8,900	\$16,144	\$21,978	\$24,000	\$14,577	\$18,600	\$18,597
25	O&M Labor Charges	2205	\$819,900	\$836,714	\$836,934	\$776,700	\$922,425	\$1,066,200	\$1,288,046
26	State Permit/Fees	2159-F01	\$11,900	\$13,710	\$11,200	\$12,400	\$17,800	\$12,000	\$15,800
27	Legal Cost	2185	\$0	\$5,542	\$13,467	\$9,666	\$94,216	\$66,000	\$128,185
27	Mgmt /Admin./ Eng. Svcs	2204	\$121,500	\$127,100	\$120,700	\$135,600	\$128,000	\$116,600	\$117,900
28	Special Technical Services	See Sch	\$8,400	\$15,566	\$32,582	\$8,972	\$2,778	\$83,049	\$4,071
29	Water Analysis	2188	\$11,000	\$7,331	\$8,448	\$7,400	\$7,778	\$14,000	\$6,034
30	Cross Connection Fees	2159-XC59	\$5,100	\$3,870	\$5,200	\$3,900	\$5,300	\$5,200	\$4,100
31	Groundwater Extraction	2312-FX12	\$9,200	\$15,700	\$20,200	\$23,200	\$19,700	\$18,400	\$27,500
32	Water Purchase	2312	\$915,800	\$1,027,660	\$367,742	\$1,298,800	\$916,935	\$1,326,700	\$663,946
33	Water System Power	2313	\$454,500	\$429,263	\$425,961	\$383,100	\$434,887	\$550,500	\$565,891
34	Water Maintenance Supply			\$0	\$0	\$0	\$0	\$0	\$0
35	Conservation Program	2159-CS59	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0
36	Meter Replacement & Change Out	2264	\$71,900	\$9,400	\$33,200	\$0	\$54,820	\$109,000	\$276,200
37	Other Loan Pymts-Principal	3212	\$75,500	\$63,000	\$65,000	\$67,000	\$70,000	\$72,000	\$72,000
38	Other Loan Pymts-Interest	3452	\$116,900	\$92,901	\$95,852	\$101,348	\$91,130	\$88,900	\$88,728
39	Depreciation Expense	3361	\$127,300	\$271,622	\$340,961	\$341,451	\$341,451	\$341,400	\$341,922
40	Right of Way Easements Purchase	3552		\$4,900	\$0	\$0	\$0	\$0	\$0
	Right of Way Easements Temporar	3553						\$0	\$300
41	Debt Contra	3992			\$0	\$0	\$0	\$0	\$0
42	Debt & Capital Reserve Contributio	5111		\$0	\$14,578	\$0	\$1	\$51,700	\$1,073
43	Contribution - ISF	5111	\$10,800	\$0	\$0	\$26,825	\$16,190	\$10,100	\$0
44	Total - Operating Expenditure		\$3,202,850	\$3,350,702	\$2,687,702	\$3,696,774	\$3,714,951	\$4,334,172	\$4,017,211
45	Result of Operation		(\$192,250)	(\$490,532)	\$44,493	\$24,991	(\$300,127)	(\$366,585)	(\$858,183)
46	Transfer to/fr Capital Reserve		\$67,360				\$4,869	\$366,585	\$858,183
47	O&M Fund Balance Reserve:		\$716,306	\$225,774	\$270,267	\$295,259	\$0	\$0	\$0
48				\$0					
49	Minimum Balance								
50	25%	of O&M expenses	\$800,713	\$837,676	\$671,926	\$924,193	\$928,738	\$1,083,543	\$1,004,303
51	10%	of rate revenue	\$14,040	\$20,474	\$4,561	\$6,728	\$6,834	\$7,070	\$4,965
52									

Financial Report

				FY15	FY16	FY17	FY18	FY19	FY20	
				ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ADJUSTED	
53	Acquisition&Replacement Fund								BUDGET	FY20 ACTUAL
54	Beginning Balances			\$0	\$0	\$386,785	\$642,638	\$825,989	\$997,745	\$997,745
55										
56	Capital Sources of Funds									
57	Interest Earnings	8911		\$2,000	\$4,713	\$6,809	\$15,000	\$25,012	\$26,800	\$13,754
58	Capital Impr Charges	9615		\$6,000	\$2,395	\$44,000	\$6,000	\$22,762	\$8,000	\$6,000
59	Loan Proceed	9841	(USDA	\$1,018,160	\$300,430	\$0	\$0	\$0	\$4,925,000	\$0
60	Other Revenue-Misc	9790		\$527,400	\$0	\$0	\$0	\$0	\$45,000	\$45,000
61	Gain/Loss Revenue Capital Asset	9822			(\$5,340)	\$0	\$0			
62	Depreciation Expense	3611	CY Fun	\$127,300	\$271,622	\$340,961	\$341,451	\$341,451	\$341,400	\$341,922
63	Total - Capital Sources of Funds			\$1,680,860	\$573,820	\$391,770	\$362,451	\$389,226	\$5,346,200	\$406,676
64										
65	Capital Uses of Funds									
66	Water System Replacement & Construction Projects:									
67	Misc Water System Improvement	2112		\$156,700	\$84,052	\$104,018	\$8,500	\$26,076	\$388,694	\$411,067
68	General System Improvement	4112		\$6,700	\$3	\$0	\$0	(\$0)	\$70,000	(\$24)
69	Well#4 Treatment Fac Repl	4112		\$30,300	\$0	\$0	\$0	\$0	\$0	\$0
70	Well 2 Treatment Facility	4112			\$1,510	\$0	\$128,500	\$119,930	\$71,946	\$99,490
71	Well#2 Treatment Facility	4114				\$0	\$0	\$0	\$0	\$0
72	Pipe Replacement at Caltrans	4112				\$0	\$0	\$0	\$0	\$0
73	NewCalleguasWtrTrnout	4112		\$1,300	\$0	\$0	\$0	\$0	\$0	\$0
74	Sand Canyon Waterline & BPS	4112		\$504,200	\$6,480	\$0	\$0	\$0	\$0	\$0
75	Pipe Replacement Caltrans ROW	4114		\$914,200	\$0	\$0	\$0	\$0	\$1,300,000	\$3,220
76	Pipe Replacement Caltrans	4114		\$100	\$0	\$0	\$0	\$0	\$0	\$0
77	Well 3 Replacement	4114			\$0	\$0	\$0	\$0	\$0	\$0
78	Bradley Rd Turnout	4114			\$0	\$0	\$0	\$0	\$115,000	\$0
79	538 Reservoir Replacement	4112			\$0	\$0	\$22,500	\$44,909	\$3,766,230	\$45,270
80	538 Transmission Replacement	4112			\$0	\$0	\$9,300	\$11,786	\$0	\$3,560
81	Water Construction Project	4114			\$2,490	\$0	\$0	\$0	\$0	\$0
82	Total Syst. Replc & Construc Proj.			\$1,613,500	\$94,535	\$104,018	\$168,800	\$202,701	\$5,711,870	\$562,582
83	Misc Expense				\$0	\$0	\$0	\$0	\$0	\$0
84	System Maint, Repairs & Replc.				\$0	\$0	\$0	\$0	\$0	\$0
85	Engineering Services	2204			\$31,800	\$31,900	\$10,300	\$9,900	\$6,400	\$4,200
86	Other Equipment	4601			\$0	\$0	\$0	\$0	\$3,000	\$0
87	Contributions-ISF & Other Funds	5111			\$0	\$0	\$0	\$0	\$0	\$0
88	Prior Year CAFR Adjustments	ACO								
89	Total - Capital Uses of Funds			\$1,613,500	\$126,335	\$135,918	\$179,100	\$212,601	\$5,721,270	\$566,782
90	Net Cash Balance			\$67,360	\$447,485	\$255,852	\$183,351	\$176,625	(\$375,070)	(\$160,106)
91	Transfer to/fr O&M / Rate Stabilization Fund			(\$67,360)	\$0	\$0	\$0	(\$4,869)	(\$366,585)	(\$858,183)
92	CAFR Adjustments	ACO			(\$60,700)					
93	Ending Capital Fund Balance Reserve			\$0	\$386,785	\$642,638	\$825,989	\$997,745	\$256,090	(\$20,545)

WATERWORKS DISTRICT NO. 19 (SOMIS) WATER SERVICE
OPERATION AND MAINTENANCE FINANCIAL STATUS REPORT

Current Period Activities to AP13 ended 06/30/20					
	A	B	B	C	D
	ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT	% of
DESCRIPTION	FY 19	FY 20	FY 20	ACTUAL	Act vs Bud
1 EXPENDITURES					c/b
2 System Maint. Repairs & Replac.	528.8	309.1	326.1	309.9	95%
3 Pipes, Fitting, Valves & Other Maint. Supp	177.1	136.0	136.0	144.3	106.1%
4 Maintenance Contract	349.7	173.1	190.1	165.6	87.1%
5 Other Maintenance	2.0	-	0.0	0.0	
6 Special Technical Services	2.8	79.0	83.0	4.1	0.0
7 Reservoir & Well Insp	-	-	0.0	0.0	
8 Design & Print CCR Rpt and Others	-	34.0	34.0	0.9	2.5%
9 Urban Water MGMT Plan & Master Plan Updates	-	25.0	25.0	0.0	0.0%
10 SCADA Reporting	-	20.0	20.0	0.0	0.0%
11 Software Maintenance	2.8	-	0.0	3.2	
12 Consultant - Rate Study	-	-	4.0	0.0	0.0%
13 O&M Labor Charges	922.4	1,066.2	1,066.2	1288.0	120.8%
14 State Permit/Fees	17.8	12.0	12.0	15.8	131.7%
15 Mgnt /Admin./ Eng. Svcs	128.0	116.6	116.6	117.9	101.1%
16 Legal Cost	94.2	66.0	66.0	128.2	194.2%
17 Water Analysis	7.8	14.0	14.0	6.0	43.1%
18 Cross Connection Fees	5.3	5.2	5.2	4.1	78.8%
19 Groundwater Extraction	19.7	18.4	18.4	27.5	149.5%
20 Water Purchase	916.9	1,326.7	1,326.7	663.9	50.0%
21 Water System Power	434.9	550.5	550.5	565.9	102.8%
22 Water Maintenance Supply	-	-	0.0	0.0	
23 Conservation Program	-	5.0	5.0	0.0	0.0%
24 Meter Replacement & Change Outs	54.8	109.0	109.0	276.2	253.4%
25 Phone/Supplies/Bad Deb/Misc	48.1	52.3	52.7	87.0	165.2%
26 Indirect Cost Recovery	14.6	18.6	18.6	18.6	100.0%
27 Other Loan Pymts-Principal	70.0	72.0	72.0	72.0	100.0%
28 Other Loan Pymts-Interest	91.1	88.9	88.9	88.7	99.8%
29 Depreciation Expense	341.5	341.4	341.4	341.9	100.2%
30 Right of Way Easements Purchase	-	-	0.0	0.0	
31 Right of Way Easements Temporary	-	-	0.0	0.3	
32 Contribution - ISF	16.2	10.1	10.1	0.0	0.0%
33 Debt & Capital Reserve Contributions	0.0	51.7	51.7	1.1	2.1%
34 TOTAL EXPENDITURES	3,714.9514	4,312.7	4,334.2	4,017.2	92.7%
35 REVENUES					
36					
37 Interest Earnings	-	-	0.0	0.0	
38 Federal & State Disaster	-	-	0.0	0.0	
39 State Aid - SB90	0.0	0.0	0.0	0.0	
40 Meter Sales & Install/Line Ext. Fee	2.7	0.8	0.8	2.0	246.9%
41 Planning/Engr Svc Fee	-	0.2	0.2	0.1	62.5%
42 Permit Fees	0.6	-	0.0	0.0	
43 Water Sales	3,343.2	3,895.9	3,895.9	3,107.3	79.8%
44 Other revenue - misc.	68.3	70.7	70.7	49.7	70.2%
45 Gain/Loss Revenue Capital Asset	-	-	0.0	0.0	
46 TOTAL REVENUES	3,414.8241	3,967.6	3,967.6	3,159.0	79.6%
47 NET OF OPERATION	(300.13)	(345.1)	(366.6)	(858.2)	
48 O&M Fund Balance Reserve:					
49 Beginning Fund Balance	295.26		0.00	\$0.00	
50 Net of Operation	(300.13)		(366.59)	(858.18)	
51 Transfer To/Fr Capital Fund	4.87		366.59	858.18	
52 O&M Fund Balance Reserve:	\$0.00	\$0.00	\$0.00	(\$0.00)	
53 Required O&M Fund Reserve: 25% of Exp.	\$928.74	\$1,078.18	\$1,083.54	\$1,004.30	
54 O&M FBR vs Targeted Reserve	alert	alert	alert	alert	ok

WATERWORKS DISTRICT NO. 19 (SOMIS) WATER SERVICE
CAPITAL PROJECTS FINANCIAL STATUS REPORT

Current Period Activities to AP13 ended 06/30/20							
	A	B	C	D	E	F	G
	ACTUAL	ADOPTED BUDGET	ADJUSTED BUDGET	CURRENT PERIOD FY 20			% of
DESCRIPTION	FY 19	FY 20	FY 20	EXP/REV	ENC	TOTAL	Act/Bud
1 NON CAPITALIZED EXPENDITURES:							d/c
2 General System Improvement	0.0	133.0	133.0	(0.0)	0.0	(0.0)	0.0%
3 SCADA Improvements	3.5	15.0	15.6	0.6	0.0	0.6	3.6%
4 Well Repairs/Replacement	22.6	35.0	45.1	1.1	0.0	1.1	2.3%
5 Greentree Res #2 Re-coat & Repair	0.0	90.0	90.0	409.0	0.0	409.0	454.5%
6 Other Reservoir Repairs	0.0	105.0	105.0	0.4	0.0	0.4	0.4%
7 Engineering Services	9.9	6.4	6.4	4.2	0.0	4.2	65.6%
8 Sub-Total Non Capitalized Expenditures	36.0	384.4	395.1	415.3	0.0	415.3	108.0%
9 WATER SYSTEM IMPROVEMENT:							
10 General System Improvement	0.0	70.0	70.0	(0.0)	0.0	(0.0)	0.0%
11 Well 2 Treatment Facility	119.9	0.0	71.9	99.5	0.0	99.5	138.3%
12 Sand Canyon Waterline & BPS	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
13 Pipe Replacement Caltrans ROW	0.0	1,300.0	1,300.0	3.2	0.0	3.2	0.2%
14 538 Reservoir Replacement	44.9	3,625.0	3,766.2	45.3	0.0	45.3	1.2%
15 538 Transmission Replacement	11.8	0.0	0.0	3.6	0.0	3.6	
16 Sub-Total Water System Improvement	176.6	4,995.0	5,208.2	151.5	0.0	151.5	3.0%
17 WATER CONSTRUCTION PROJECT							
18 Well#2 Treatment Facility	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
19 Bradley Rd Turnout	0.0	115.0	115.0	0.0	0.0	0.0	0.0%
20 Pipe Replacement at Caltrans	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
21 Sub-Total Water Water Construction Project	0.0	115.0	115.0	0.0	0.0	0.0	0.0%
22 Other Equipment	0.0	3.0	3.0	0.0	0.0	0.0	0.0%
23 Total Expenditures	212.6	5,497.4	5,721.3	566.8	0.0	566.8	10.3%
24 REVENUES							
25 Interest Earnings	25.0	26.8	26.8	13.8	0.0	13.8	51.3%
26 Capital Impr Charges	22.8	8.0	8.0	6.0	0.0	6.0	75.0%
27 Loan Proceed	0.0	4,925.0	4,925.0	0.0	0.0	0.0	0.0%
28 Other Revenue-Misc	0.0	0.0	45.0	45.0	0.0	45.0	100%
29 Total Revenues	47.8	4,959.8	5,004.8	64.8	0.0	64.8	1.3%
30 Net of Operation	(164.8)	(537.6)	(716.5)	(502.0)	0.0	(502.0)	
31 Beginning Capital Fund Balance	826.0	997.8	997.8	997.8		997.8	
32 Prior Year CAFR Adjustments							
33 Transfer To/Fr Capital Fund	(4.9)					(858.2)	
34 Depreciation Expense	341.5	341.4	341.4	341.9		341.9	
35 Ending Capital Fund Balance Reserve	997.8	801.6	622.7	837.6		(20.5)	
36							
37							
38 SUMMARY OF CAPITAL FUND BALANCE				Capital	Funded	Total	
39				Acq Fund	Depr Fund	Cap Fund	
40			Beginning Fund Balance	325.1	672.7	997.8	
41			Revenue & Depreciation	64.8	341.9	406.7	
42			Transfer to/from O&m		(858.2)	(858.2)	
43			Expenditure & Encumbrances	(151.5)	(415.3)	(566.8)	
44			Ending Fund Balance	238.3	(258.8)	(20.5)	

5. A 3

**ACTION ITEM: Review and Approve
Proposed Rates and Surcharges for 2021**

Well 2 Loan Surcharge (30 years) \$ 84,631 (Based on 30-year loan of \$1.5M)

Annual By Meter Size	No. Meters		Equiv Meters		
3/4"	489	489			\$ 19,864.49
1"	413	688			\$ 27,961.95
1 1/2"	55	183			\$ 7,447.49
2"	55	293			\$ 11,915.99
3"	26	303			\$ 12,322.21
4"	6	126			\$ 5,118.46

Monthly Charges By Meter Size	No. Meters	Current Meter Charge	Surcharge	New Total Fixed Charges
3/4"	489	\$ 20.18	\$ 3.39	\$ 23.57
1"	413	\$ 30.88	\$ 5.64	\$ 36.52
1 1/2"	55	\$ 57.61	\$ 11.28	\$ 68.89
2"	55	\$ 89.69	\$ 18.05	\$ 107.74
3"	26	\$ 191.28	\$ 39.49	\$ 230.77
4"	6	\$ 340.99	\$ 71.09	\$ 412.08

Las Posas Adjudication Fee (12 Months) \$ 312,303 (Legal Fees from FY19-FY21)

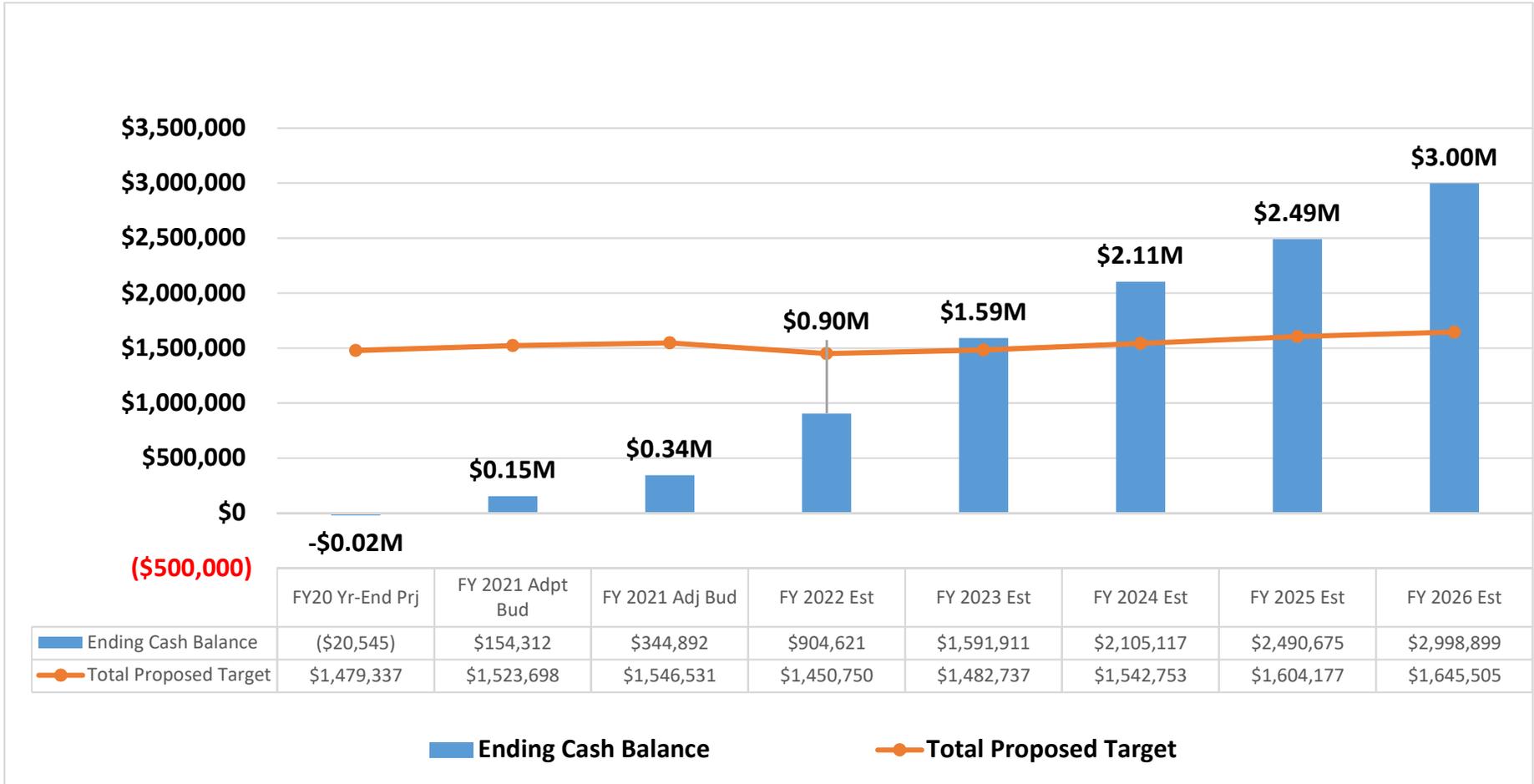
Annual By Meter Size	No. Meters		Equiv Meters		
3/4"	489	489			\$ 73,303.76
1"	413	688			\$ 103,184.91
1 1/2"	55	183			\$ 27,482.66
2"	55	293			\$ 43,972.26
3"	26	303			\$ 45,471.32
4"	6	126			\$ 18,888.09

Monthly Charges By Meter Size	No. Meters	Current Meter Charge	Surcharge	New Total Fixed Charges
3/4"	489	\$ 20.18	\$ 12.49	\$ 32.67
1"	413	\$ 30.88	\$ 20.82	\$ 51.70
1 1/2"	55	\$ 57.61	\$ 41.64	\$ 99.25
2"	55	\$ 89.69	\$ 66.62	\$ 156.31
3"	26	\$ 191.28	\$ 145.74	\$ 337.02
4"	6	\$ 340.99	\$ 262.33	\$ 603.32

District 19 Cash Reserve Analysis with Proposed Surcharges

Prop 218 Notice Mail By: Oct 21, 2020

Rate Hearing: Dec 10, 2020



Assumptions:

1. 2100 acre-feet of water sales per year and 2,322 AF per year of production (6% loss)
2. Groundwater allocation increases to 2100 AF per year from 1844 AF per year starting in FY2022
3. Well 2 Filter Construction Feb 2021 through Feb 2022
4. CalTrans ROW Pipe Replacement Project slated for FY2024-25
5. 538 Reservoir and Pipe Replacement slated fro FY27-28

B. CAPITAL PROJECTS REVIEW

1. Progress Report for Active Capital Projects with updated timelines
2. Financial Status Report for Capital Projects

Active Capital Projects Report – WWD19

B. Capital Projects Review

Project Name Project Number	<u>Project Manager</u>	Plan Approval	Contract Award	Const. Start	Constr. Comp	Design/ Const.	Remarks
District No. 19 Well No. 2 Iron and Manganese facility WS239898	<u>John Jacobson</u> J. Kim/ M. Segui MBI; Padre & Assoc.; Oakridge	06/19	05/20	9/20	8/21	99/0	<ul style="list-style-type: none"> • 06/2020 Project is on hold and will re-bid when additional funding sources are available • Project Award pending funding approval • 7/2019- Advertising project. • 6/2019- Obtained State budget appropriation to fund project. Finalizing project plans and specs. package for approval. Obtaining temporary construction easement from adjacent property owners. • 3/2019- Prepared and submitted memo and supporting documents to the Financial Planning Committee, scheduled FPC meeting for borrowing from COV Revolving Credit Agreement fund. • 1/2019- Met with CEO Analyst for borrowing from COV General Fund Loan, preparing the supporting documents for the Finance Committee and BOS meetings
District No. 19 538 Pressure Zone 1.0 MG Reservoir & 1,100 LF 12-inch Transmission Line Replacement WS239906 & WS239907	<u>Brian D'Anna/</u> J. Kim/ M. Segui <u>KJ Consultant,</u> <u>Inc.</u>	03/21	6/21	7/21	6/22	0/0	<ul style="list-style-type: none"> • 06/2020 ESD is working on the right of way and permitting requirements. • 6/2019- Surveyed existing ROW and staked existing pipeline across Arroyo Las Posas; KJ consultant performing preliminary engineering design. • 3/2019- KJ Consultant contract for CEQA and 30% design services approved by PWA Director, issued Notice to Proceed to KJ. • 1/2019- KJ Consultant contract for CEQA and 30% design services for PWA Director approval 1/2019.
District No. 19 Pipe Replacement @ CalTrans R/W WS239904	<u>J. Kim/</u> <u>M. Segui</u> Padre & Assoc.; AECOM	05/22	8/23	11/23	10/24	90/0	<ul style="list-style-type: none"> • 06/2020 On hold due to budget shortfall • 6/2019 – Investigating County financing options: revolving Credit Agreement. • 1/2015 – Project is on hold pending District 19 financial planning. • 3/2014 - AECOM submitted 95% plans to all review Agencies including Cal Trans, Calleguas MWD, VCWPD, and WWD#19.

C. STATE OF WATER DISTRICT 19
INFRASTRUCTURE

1. Recent or in progress repairs
2. Upgrades or improvements planned

D. WATER FACTS

1. Water Supply

- a. Updated District 19 Water Production and Sales Reports
- b. Status of water supply available through State projects

2. Water Quality

- a. Resolution of water quality complaints from District customers
- b. Update on pumped groundwater and delivered potable water quality

3. Water Costs

- a. Cost of water purchased from Calleguas Municipal Water District
- b. Groundwater allocation from Fox Canyon GMA
 - New Interim Extraction Allocation System for the Las Posas Valley Basin
- c. Litigation status to secure pumping allocation (*FCGMA V. LPVWRC*)

E. ADMINISTRATIVE UPDATE – An update on issues related to administration of the District including billing, charges, fees, programs, etc.

1. No updates the affect Waterworks District 19 at this time

F. 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

6. AVENUES OF PUBLIC OUTREACH – An update on how the District is reaching out to its customers concerning water conservation.

❖ COVID-19 Waived Fees Report

6 - COVID 19 Waived
Fees Report

Sum of AMOUNT	Column Labels					
	Mar	Apr	May	Jun	Jul	Grand Total
Row Labels						
01	(\$18,565.38)	(\$50,998.36)	(\$33,864.32)	(\$55,693.96)	(\$45,903.61)	(\$205,025.63)
16	(\$30.00)	(\$50.00)	(\$40.00)	(\$40.00)	(\$10.00)	(\$170.00)
17	(\$2,606.21)	(\$3,684.36)	(\$6,177.54)	(\$5,535.08)	(\$6,930.29)	(\$24,933.48)
19	(\$2,467.06)	(\$6,050.88)	(\$5,357.85)	(\$4,721.84)	(\$8,165.16)	(\$26,762.79)
38	(\$1,464.42)	(\$2,740.84)	(\$1,277.42)	(\$3,518.52)	(\$3,835.79)	(\$12,836.99)
Grand Total	(\$25,133.07)	(\$63,524.44)	(\$46,717.13)	(\$69,509.40)	(\$64,844.85)	(\$269,728.89)

7. FUTURE AGENDA ITEMS

8. ADJOURNMENT

- ❖ Next regular scheduled Waterworks District 19 CAC meeting – October 15, 2020