

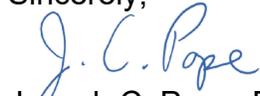
July 8, 2021

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

NOTICE IS HEREBY GIVEN that a special meeting of the Ventura County Waterworks District No. 38 Lake Sherwood Citizens' Advisory Committee will be held **Thursday, July 15 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](mailto:wspc@ventura.org), no later than July 14, if you are unable to participate on the call.

Sincerely,



Joseph C. Pope, Director  
Water and Sanitation

**AGENDA OF THE 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 OF THIS AGENDA.

1. CALL TO ORDER



2. APPROVAL OF THE MINUTES OF THE JANUARY 21, 2021 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
- B. 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.
- C. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.
- D. 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.
- E. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
- F. 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
  - 9/14/2021 – Engineering and Development Fees Update (All Waterworks Districts)
  - 9/14/2021 – Rules and Regulations Updates (All Waterworks Districts)



- G. 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.
  
- H. 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.
  - Operations and Maintenance Quarterly Report
  - Fixed Assets Report
  - Aged Report
  - COVID-19 Waived Fees Report

5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

6. 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.

- **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](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 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 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. 38  
MINUTES OF THE JANUARY 21, 2021 MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Michael Grossman, Dick Hibma, Nathan Stockmeir, Russ Goodman (arrived after approval of the minutes)

COMMITTEE MEMBERS ABSENT: None

COMMITTEE MEMBER VACANCY: One

STAFF: Joseph Pope, Director  
Scott Meckstroth, Deputy Director  
June Kim, Engineering Manager III  
Ryan Lippincott, Engineering Manager

GUESTS: None

1. CALL TO ORDER

The meeting was called to order at 3:31 p.m.

2. APPROVAL OF THE MINUTES OF THE NOVEMBER 5, 2020 SPECIAL MEETING

I. The meeting minutes were approved as provided by staff

Vote: Yeas- 3, Nays- 0, Absence- 1, Abstained- 0

3. PUBLIC COMMENTS  
- No Public Comments

4. DISTRICT STAFF REPORT -

A. Budget and Financial Review:

- As of December 2020, no real financial concerns. Water sales and water usage are as expected for this time of year

B. Water Quality Report

- No water quality complaints

C. Water Supply Conditions

- Snowpack in the Sierra is at 51% of normal, precipitation at the 8 Station Index is at 38% of normal, snowpack in Upper Colorado is at 75% of normal
- Reservoir conditions are dropping, but still okay for now

D. Calleguas Municipal Water District Updates

- Calleguas will be having changes to their booster pump system which means that some water customers will see a disruption in service for a brief time

E. Update on Avenues of Public Outreach

- No updates at the time of the meeting

F. Board Letter Tracker

- No upcoming items for this District

G. Update on Advanced Metering Infrastructure

- No updated counts for the AMI enrolled customers

H. Director's Informational Items

- COVID-19 Fees Waived: \$40,960 in customer waived late fees since March, 2020
- Aged Report: \$3,863 in overdue/unpaid customer water bills
- Deputy Director Scott Meckstroth presented an Operations and Maintenance Update report:
  - Completed correlation leak testing through Ventura Farm Transmission – no leaks identified, scheduled to complete Correlation leak testing in District this quarter
  - 402.8 AF delivered in FY21 Q2, 5.9% water loss in Quarter
  - Customer service and meter reading – replaced 5 meters, line locations (\$640 in labor), installed 5 ALLY meters, CMWD scheduled shutdowns: 1/21/21 and 2 subsequent events (not in summer)
  - Zone II Booster Station electrical updated: panel relocation to grade and upgrade is scheduled for this Quarter

5. Committee Members' Comments/Future Agenda Items

- None

6. **ADJOURNMENT**

The meeting was adjourned at 3:58 p.m.

## **4. DISTRICT STAFF REPORT**

A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status

**Waterworks District #38 Lake Sherwood  
ADHOC Details Report**

1	Total Beginning Balances		\$5,411,117	\$6,102,277	\$6,647,066	\$7,216,227	\$7,216,227	\$7,216,227	\$7,659,673
2	Total Ending Balances		\$6,102,277	\$6,647,066	\$7,216,227	\$6,789,206	\$7,893,658	\$7,659,673	\$7,339,346
3									
4	Total Proposed Targets		\$1,133,178	\$1,204,860	\$1,209,188	\$1,267,833	\$1,203,403	\$1,483,314	\$1,350,027
5	Alert		ok	ok	ok	ok	ok	ok	ok
6	<b>O&amp;M/ Rate Stab Fund</b>		<b>FY18 ACTUAL</b>	<b>FY19 ACTUAL</b>	<b>FY20 ACTUAL</b>	<b>FY21 ADPT BUDGET</b>	<b>FY21 ACTUAL</b>	<b>FY21 YR-END PRJ</b>	<b>FY22 REQ BUD</b>
7	<b>Beginning Balances</b>		<b>\$1,096,718</b>	<b>\$1,557,011</b>	<b>\$1,628,788</b>	<b>\$1,906,545</b>	<b>\$1,906,545</b>	<b>\$1,906,545</b>	<b>\$2,382,208</b>
8	<b>O&amp;M Revenue</b>								
9	Interest Earnings		\$0	\$0	\$0	\$0	\$0	\$0	\$0
10	Planning and Eng. Svcs External		\$7,294	\$14,715	2,649	\$5,000	\$8,298	8,300.00	\$3,000
11	Permit & Line Ext. Fees		\$2,190	\$445	465	\$700	\$280	\$700	\$500
12	Meter, Other Sales and Misc Rev.		\$40,805	\$34,320	23,074	\$37,342	\$16,259	\$22,500	\$37,521
13	Water Sales		\$3,530,512	\$3,458,385	3,634,514	\$3,523,930	\$3,788,625	\$4,555,300	\$3,844,576
14	<b>Total - O&amp;M Revenue</b>		<b>\$3,580,801</b>	<b>\$3,507,865</b>	<b>\$3,660,702</b>	<b>\$3,566,972</b>	<b>\$3,813,462</b>	<b>\$4,586,800</b>	<b>\$3,885,598</b>
15	<b>O&amp;M Expenditure</b>								
16	System Maint. Supp. & Contract		\$64,094	\$146,776	53,714	\$145,800	\$56,806	\$82,700	\$117,500
17	Indirect Cost Recovery		\$18,126	\$12,913	20,055	\$21,939	\$21,939	\$21,900	\$21,939
18	Misc. Expense		\$42,828	\$42,458	43,028	\$42,216	\$38,439	\$51,400	\$63,547
19	Other Professional Svcs		\$4,363	\$23,225	861	\$29,000	\$930	\$4,400	\$29,000
20	Small Tools & Minor Equipment		\$25,175	\$9,969	14,112	\$16,000	\$20,698	\$20,711	\$14,500
21	State Permit/Fees		\$6,729	\$6,803	5,700	\$6,900	\$6,425	\$6,300	\$7,000
22	O&M Labor		\$272,006	\$293,826	299,230	\$537,100	\$344,327	\$441,185	\$537,100
23	Mgmt & Admin Svcs		\$87,900	\$105,100	88,900	\$94,300	\$71,200	\$94,300	\$94,300
24	Eng. & Tech. Surveys		\$0	\$0	-	\$60,000	\$0	\$5,000	\$38,000
25	Water Analysis		\$280	\$814	280	\$5,000	\$566	\$5,000	\$4,500
26	Cross Connection Fees		\$900	\$1,500	2,657	\$1,000	\$1,100	\$1,100	\$7,000
27	Water Purchase		\$2,410,683	\$2,403,194	2,653,734	\$2,501,937	\$2,537,250	\$3,144,300	\$2,735,539
28	Water System Power		\$28,347	\$28,074	32,917	\$30,000	\$27,939	\$34,741	\$36,000
29	Depreciation Expense		\$136,171	\$327,635	150,467	\$146,569	\$134,044	\$146,600	\$147,353
30	Contribution to other Funds		\$13,554	\$8,002	792	\$8,000	\$0	\$8,000	\$8,000
31	Meter Purchase		\$9,600	\$25,800	16,500	\$15,000	\$36,500	\$41,500	\$0
32	Conservation Program		\$0	\$0	-	\$1,000	\$0	\$2,000	\$1,000
33	Contingencies		\$0	\$0	-	\$0	\$0	\$0	\$0
34	CFR Adjustment - Depreciation adj		(\$249)	\$0	-	\$0	\$0	\$0	\$0
35	<b>Total - O&amp;M Expenditure</b>		<b>\$3,120,508</b>	<b>\$3,436,087</b>	<b>\$3,382,946</b>	<b>\$3,661,762</b>	<b>\$3,298,161</b>	<b>\$4,111,137</b>	<b>\$3,862,278</b>
36	Net of Operation		\$460,293	\$71,777	\$277,757	(\$94,790)	\$515,301	\$475,663	\$23,320
37	Transfer to/fr Capital Reserve		\$0	\$0	\$0	\$0	\$0	\$0	\$0
38	Reserve for Cap. Deprec		\$0	\$0	\$0	\$0	\$0	\$0	\$0
39	<b>Ending Fund Balance</b>		<b>\$1,557,011</b>	<b>\$1,628,788</b>	<b>\$1,906,545</b>	<b>\$1,811,755</b>	<b>\$2,421,846</b>	<b>\$2,382,208</b>	<b>\$2,405,528</b>
40									
41	<b>Minimum Balance</b>								
42	25%	of O&M expenses	\$780,127	\$859,022	\$845,736	\$915,440	\$824,540	\$1,027,784	\$965,569
43	10%	of rate revenue	\$353,051	\$345,838	\$363,451	\$352,393	\$378,862	\$455,530	\$384,458
44									
45	<b>O&amp;M Analysis:</b>				R				
46	% of Water Cost/Water Sales		68%	69%	73%	71%	67%	69%	71%
47	% of O&M Labor/Water Sales		8%	8%	8%	15%	9%	10%	14%
48	Gross Profit : (Water Sales less Water Cost&Power)		\$1,091,481	\$1,027,117	\$947,863	\$991,992	\$1,223,437	\$1,376,259	\$1,073,038
49	Net Profit ( Net Result of Operation)		\$460,293	\$71,777	\$277,757	(\$94,790)	\$515,301	\$475,663	\$23,320
50	Net Profit Margin ( Net Profit/ Revenue)		13%	2%	8%	-3%	14%	10%	1%
51									
52									
53	<b>Acquisition&amp;Replacement Fund</b>		<b>FY18 ACTUAL</b>	<b>FY19 ACTUAL</b>	<b>FY20 ACTUAL</b>	<b>FY21 ADPT BUDGET</b>	<b>FY21 ACTUAL</b>	<b>FY21 YR-END PRJ</b>	<b>FY22 REQ BUD</b>
54	<b>Beginning Balances</b>		<b>\$4,314,400</b>	<b>\$4,545,266</b>	<b>\$5,018,277</b>	<b>\$5,309,682</b>	<b>\$5,309,682</b>	<b>\$5,309,682</b>	<b>\$5,277,465</b>
55									
56	<b>Capital Sources of Funds</b>								
57	Interest Earning		\$74,925	\$ 150,689.7	\$ 137,878	\$115,000	\$33,054	\$115,000	\$37,000
58	Capital Improv. Charges		\$19,770	\$ -	\$ 3,295	\$36,200	\$0	\$36,200	\$3,000
59	Depreciation Expense	CY Funded	\$136,171	\$ 327,634.7	\$ 150,467	\$146,569	\$134,044	\$146,600	\$147,353
60	<b>Total - Capital Sources of Funds</b>		<b>\$230,866</b>	<b>\$478,324</b>	<b>\$291,640</b>	<b>\$297,769</b>	<b>\$167,098</b>	<b>\$297,800</b>	<b>\$187,353</b>
61	<b>Capital Uses of Funds</b>								
62	<b>Water System Improv &amp; Construction Proj</b>								
63	System Improvements/Replacement		\$0	\$ 5,312.7	\$ 235	\$120,000	\$3,274	\$13,388	\$25,000
64	Water System Replacement		\$0	\$ -	\$ -	\$360,000	\$1,309	\$166,629	\$451,000
65	Water Construction Projects		\$0	\$ -	\$ -	\$0	\$0	\$0	\$0
66	<b>Other Equipment</b>		\$0	\$ -	\$ -	\$150,000	\$385	\$150,000	\$55,000
67	<b>Contingencies</b>		\$0	\$ -	\$ -	\$0	\$0	\$0	\$0
68	<b>Contributions-ISF &amp; Other Funds</b>		\$0	\$ -	\$ -	\$0	\$0	\$0	\$0
69	<b>Total - Capital Uses of Funds</b>		<b>\$0</b>	<b>\$5,313</b>	<b>\$ 235</b>	<b>\$630,000</b>	<b>\$4,968</b>	<b>\$330,017</b>	<b>\$531,000</b>
70	Net Capital Fund Balance		\$230,866	\$473,012	\$ 291,405	(\$332,231)	\$162,130	(\$32,217)	(\$343,647)
71	Transfer to/fr O&M / Rate Stabilization Fund		\$0	\$0	\$ -	\$0	\$0	\$0	\$0
72	<b>Ending Fund Balance</b>		<b>\$4,545,266</b>	<b>\$5,018,277</b>	<b>\$5,309,682</b>	<b>\$4,977,451</b>	<b>\$5,471,812</b>	<b>\$5,277,465</b>	<b>\$4,933,819</b>

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

CURRENT PERIOD ACTIVITIES TO AP10 ENDING 5/30/20 @ 92% OF THE YEAR						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 20	FY 21	ACTUAL	Act/Adpt Bud	06/30/21
	EXPENDITURES					
1	System Maint. Supp. & Contract	53.7	145.8	56.8	39%	82.7
3	General Supplies	32.17	15.5	29.4	190%	38.7
5	Pump Station Replacement	0.68	20.0	14.1	71%	2.5
6	Emergency Repair	-	45.0	-	0%	12.5
7	PLC Replacement	-	5.0	-	0%	5.0
8	SCADA Radio Replacement	13.24	22.0	12.9	59%	13.0
10	Utility Billing System Maintenance	-	9.3	-	0%	2.3
11	Pipe Material/fittings, valves, pumps	7.62	15.0	0.4	2%	8.7
12	Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&II	-	12.0	-	0%	-
2	Indirect Cost Recovery	20.1	21.9	21.9	100%	21.9
4	Misc. Expense	43.0	42.2	38.4	91%	51.4
5	Other Professional Svcs	0.9	29.0	0.9	3%	4.4
6	Small Tools & Minor Equipment	14.1	16.0	20.7	129%	20.7
7	State Permit/Fees	5.7	6.9	6.4	93%	6.3
8	O&M Labor	299.2	537.1	344.3	64%	441.2
9	Mgmt & Admin Svcs	88.9	94.3	71.2	76%	94.3
10	Eng. & Tech. Surveys	-	60.0	-	0%	5.0
11	Water Analysis	0.3	5.0	0.6	11%	5.0
12	Cross Connection Fees	2.7	1.0	1.1	110%	1.1
13	Conservation Program	-	1.0	-	0%	2.0
3	Water Purchase	2,653.7	2,501.9	2,537.2	101%	3,144.3
5	Water System Power	32.9	30.0	27.9	93%	34.7
6	Depreciation Expense	150.5	146.6	134.0	91%	146.6
7	Contribution to other Funds	0.8	8.0	-	0%	8.0
8	Meter Purchase	16.5	15.0	36.5	243%	41.5
11	<b>TOTAL EXPENDITURES</b>	<b>3,382.9</b>	<b>3,661.8</b>	<b>3,298.2</b>		<b>4,111.1</b>
12	REVENUES					
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	2.6	5.0	8.3	166%	8.3
4	Permit & Line Ext. Fees	0.5	0.7	0.3	40%	0.7
6	Meter, Other Sales and Misc Rev.	23.1	37.3	16.3	44%	22.5
7	Water Sales	3,634.5	3,523.9	3,788.6	108%	4,555.3
8	<b>TOTAL REVENUES</b>	<b>3,660.7</b>	<b>3,567.0</b>	<b>3,813.5</b>		<b>4,586.8</b>
9	<b>RESULT OF OPERATION</b>	<b>277.8</b>	<b>(94.8)</b>	<b>515.3</b>		<b>475.7</b>
11	<b>O&amp;M Fund Balance Reserve:</b>					
11	Beginning Fund Balance	\$1,628.8	\$1,906.5	\$1,906.5		\$1,906.5
12	Net of Operation	\$277.8	(\$94.8)	\$515.3		\$475.7
13	<b>O&amp;M Fund Balance Reserve:</b>	<b>\$1,906.5</b>	<b>\$1,811.8</b>	<b>\$2,421.8</b>		<b>\$2,382.2</b>
14	<b>Required O&amp;M Fund Reserve: 25% of Exp.</b>	<b>\$845.7</b>	<b>\$915.4</b>	<b>\$824.5</b>		<b>\$1,027.8</b>

WATERWORKS DISTRICT #38  
LAKE SHERWOOD  
CAPITAL PROJECTS  
FINANCIAL STATUS REPORT

	A	B	C	D	E	F	H
	ACTUAL	ADOPTED BUDGET	CURRENT PERIOD FY 21			% of	Year-End Projection
DESCRIPTION	FY 20	FY 21	EXP/REV	ENC	TOTAL	Act/Bud	06/30/21
<b>EXPENDITURES</b>							
1 <b><u>NON CAPITALIZED EXPENDITURES:</u></b>							
2 System Improvements/Replacement	0.2	120.0	3.3	0.8	4.1	2.7%	13.4
5 Sub-Total Non Capitalized Expenditures	0.2	120.0	3.3	0.8	4.1	2.7%	13.4
6 <b><u>WATER SYSTEM IMPROVEMENT/REPLACEMENT:</u></b>							
7 Water System Replacement	0.0	360.0	1.3	268.7	270.1	0.4%	166.6
10 Sub-Total Water System Improvement	0.0	360.0	1.3	268.7	270.1	0.4%	166.6
11 <b><u>WATER CONSTRUCTION PROJECT</u></b>	0.0	0.0	0.0	0.0	0.0		0.0
12 Water Construction Project	0.0	0.0	0.0	0.0	0.0	0.0%	0.0
13 Other Equipment	0.0	150.0	0.4	82.1	82.5		150.0
15 Sub-Total Water Water Construcrion Project	0.0	150.0	0.4	82.1	82.5	0.3%	150.0
16 <b>Total Expenditures</b>	<b>0.2</b>	<b>630.0</b>	<b>5.0</b>	<b>351.7</b>	<b>356.6</b>	<b>3.3%</b>	<b>330.0</b>
<b>REVENUES</b>							
17						0.0%	
18 Interest Earning	137.9	115.0	33.1	0.0	33.1	28.7%	115.0
19 Capital Improv. Charges	3.3	36.2	0.0	0.0	0.0	0.0%	36.2
22 <b>Total Revenues</b>	<b>141.2</b>	<b>151.2</b>	<b>33.1</b>	<b>0.0</b>	<b>33.1</b>	<b>21.9%</b>	<b>151.2</b>
23 <b>Net of Operation</b>	<b>140.9</b>	<b>(478.8)</b>	<b>28.1</b>	<b>(351.7)</b>	<b>(323.6)</b>		<b>(178.8)</b>
24 Beginning Capital Fund Balance	5,018.3	5,309.7	5,309.7		5,309.7		5,309.7
25 Depreciation Expense	150.5	146.6	0.0		0.0		146.6
26 <b>Ending Capital Fund Balance Reserve</b>	<b>5,309.7</b>	<b>4,977.5</b>	<b>5,337.8</b>		<b>4,986.1</b>		<b>5,277.5</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	1,762.2	3,547.6	5,309.8	
32			Revenue & Depreciation	151.2	146.6	297.8	
33			Expenditure & Encumbrances	150.0	180.0	330.0	
34			Ending Fund Balance	1,763.4	3,514.2	5,277.6	

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

B. 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.

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

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

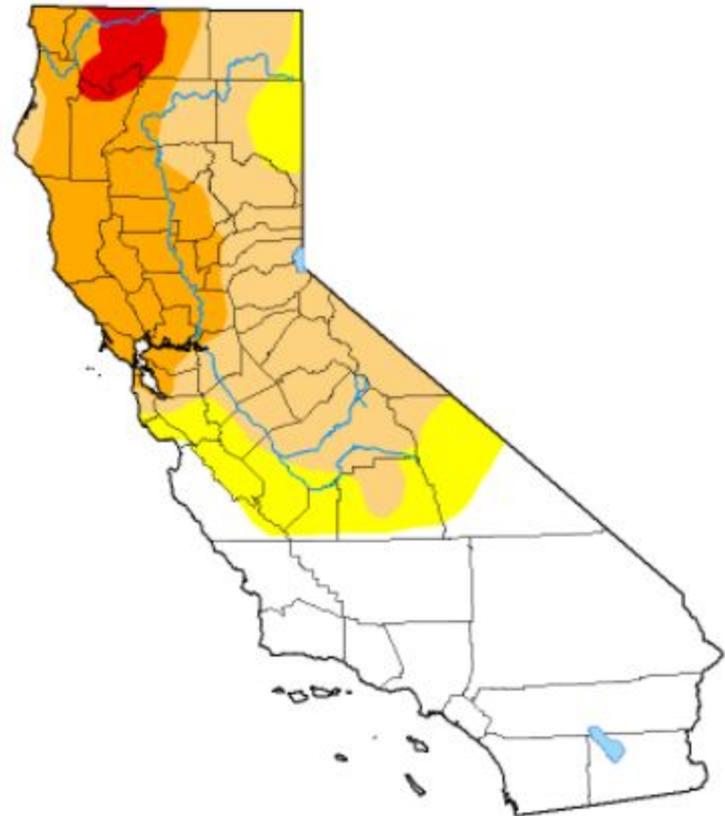
# Drought Classification

- None
- D0 (Abnormally Dry)
- D1 (Moderate Drought)
- D2 (Severe Drought)

- D3 (Extreme Drought)
- D4 (Exceptional Drought)
- No Data



< June 29, 2021 >



< June 30, 2020 >

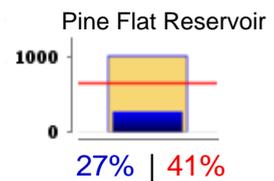
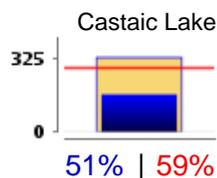
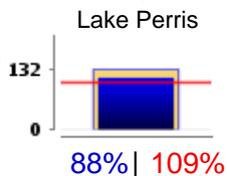
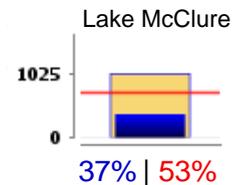
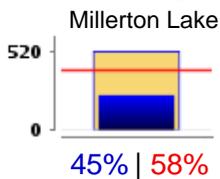
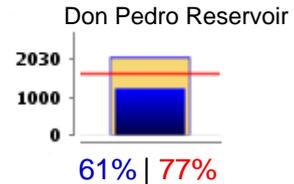
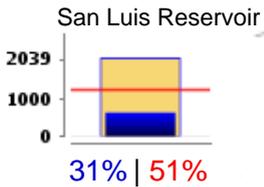
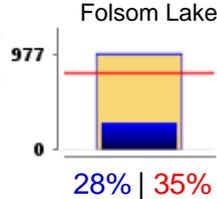
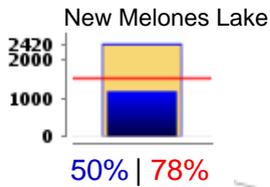
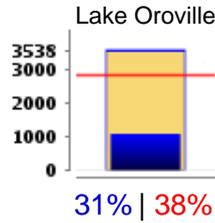
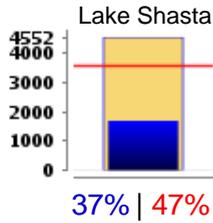
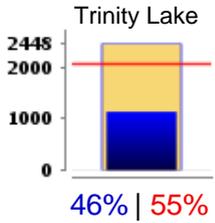
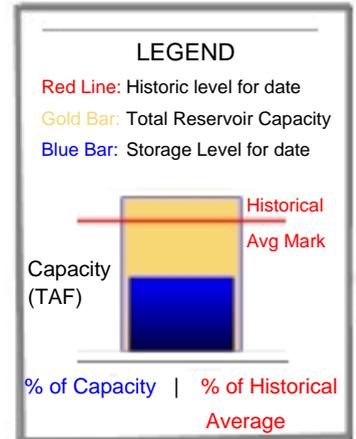




# CURRENT RESERVOIR CONDITIONS

## SELECTED WATER SUPPLY RESERVOIRS

Midnight: July 5, 2021



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

D. 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**

### **E. UPDATE ON AVENUES OF PUBLIC OUTREACH**

– How the District is reaching out to its customers concerning water conservation.

## 4. DISTRICT STAFF REPORT

F. 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.

- 9/14/2021 – Engineering and Development Fees Update (All Waterworks Districts)
- 9/14/2021 – Rules and Regulations Updates (All Waterworks Districts)

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

##### **G. 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. The estimated cost to the District is \$53,000.

## **4. DISTRICT STAFF REPORT**

H. 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.

- Operations and Maintenance Quarterly Report (PowerPoint Presentation provided on next page)
- Fixed Assets Report
- COVID-19 Aged Report
- COVID-19 Waived Fees Report



# District 38 O&M Updates

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FY 2021 – Fourth Quarter (April 1, 2021 to June 30, 2021)

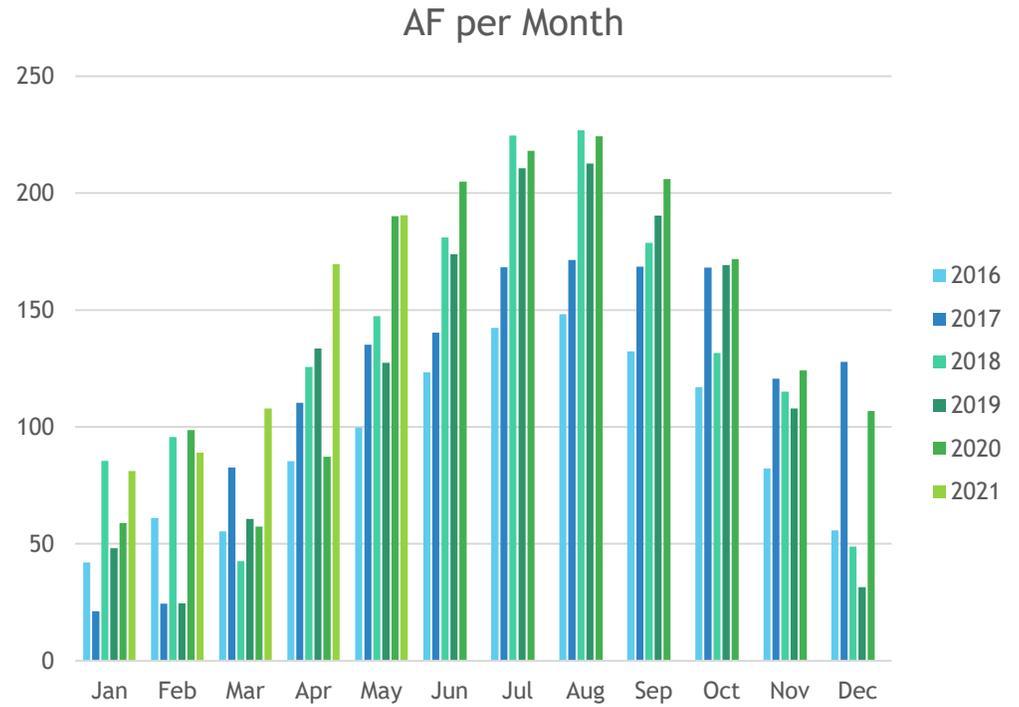
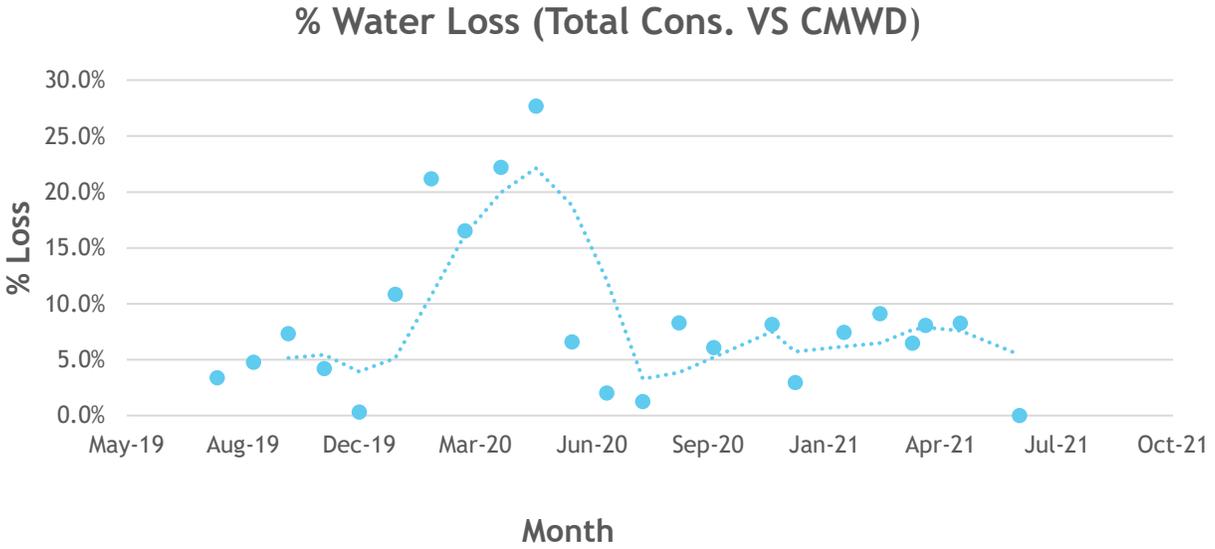
# Operations & Maintenance – Distribution Repairs

- ▶ Number of Main Line Repairs: 1
  - ▶ 2" Service leak on irrigation unused irrigation line in Ravensbury. Now abandoned.
- ▶ Hydrant Leaks: 0
- ▶ Fire Flow Tests: 0
- ▶ Air/Vac Maintenance: 100% Completed
- ▶ County Club - New 4" Sensus Accumag and flow control valve installed.

# Operations & Maintenance – Source Water

## ▶ CMWD

- ▶ 278.0 AF Delivered in FY21 Q3
- ▶ CMWD Water Quality: 300 mg/L TDS, 65 mg/L Chloride
- ▶ 7.6% Water Loss in Quarter



# Customer Service and Meter Reading

- ▶ Replaced 55 meters
  - ▶ \$10,803 labor
- ▶ Customer Account Activity (turn on/off)
  - ▶ \$1,405 labor
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
  - ▶ \$1,724 labor
- ▶ Line Locations
  - ▶ \$1,457 labor

# Operations & Maintenance – Looking Forward

- ▶ Zone II Booster Station Electrical Upgrade
  - ▶ Panel relocation to grade and upgrade has been re-scheduled to last and this Quarter
  - ▶ New stand-by generator PO was issued
  - ▶ Install 12” Zone meter
- ▶ Install 6” Zone meter at Zone 3 Pump Station
- ▶ Periodic meter replacements
- ▶ CMWD Booster Repair - Successfully Completed!
- ▶ Coordination with District 38, CMWD and Country Club on time of use/time of pumping



# Questions?

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Waterworks District #38 Lake Sherwood Asset List (April 2021)

FA No	FA Type	FA Group	FA Description	Acq date	Useful life	COST	Salvage Value	ACCUM DEPR BOY	Depr Exp YTD	Accum DEP YTD	Net Book Value	ENR CCI	Replacement Value
20160000114	B	B212	WTR IMPROV TR4409-6	06/30/2008	50	1,200,000.00	-	270,051.75	18,337.29	288,389.04	911,610.96	9265.94	1,572,152.64
20160000115	B	B212	BACKBONE TRANSMISSION/DISTRIBU	07/01/1991	50	1,654,384.00	-	936,436.18	25,615.67	962,051.85	692,332.15	6090.12	3,297,717.26
20160000116	B	B212	THISTLEBERRY HILL TRANSMISSION	07/01/1991	50	521,772.00	-	295,340.14	8,078.85	303,418.99	218,353.01	6090.12	1,040,058.73
20160000117	B	B212	UPSON TRACT TRANSMISSION AND D	07/01/1991	50	1,459,958.00	-	826,384.56	22,605.25	848,989.81	610,968.19	6090.12	2,910,163.96
20160000118	B	B212	GENERAL TRANSMISSION/DISTRIBUT	07/01/1991	50	341,582.00	-	193,346.73	5,288.88	198,635.61	142,946.39	6090.12	680,882.34
20160000119	E	E511	AUTOMATED READING METER SYS	02/01/2000	10	46,844.74	-	46,844.74	0.00	46,844.74	-	7068.04	80,457.18
20160000120	E	E511	SENSUS AUTOREAD HHD5002	07/01/2009	10	6,790.20	-	6,790.20	0.00	6,790.20	-	9764.44	8,441.86
20160000121	E	E811	SCADA	06/30/2005	25	48,764.67	-	28,117.65	1,547.29	29,664.94	19,099.73	8299.28	71,329.28
20160000122	E	E811	CAT. GENERATOR W/TRAIL/HITCH	06/30/2005	15	49,984.94	-	49,984.94	0.00	49,984.94	-	8299.28	73,114.20
20160000123	E	E811	SENSYS PORT RADIO TRANSCEIVER	02/01/2008	10	27,297.27	-	27,297.27	0.00	27,297.27	-	9183.42	36,084.25
20170000554	B	B212	14SFD ON LAKE SHRWOOD DR & DAVID LN	06/30/1992	50	58,135.00	-	32,555.57	871.21	33,426.78	24,708.22	6348.55	111,164.49
20170000556	B	B212	26SFD ROSEMNT CT, STONECREEK CT, BA	06/30/2000	50	84,706.00	-	33,882.26	1,269.41	35,151.67	49,554.33	7068.04	145,484.97
20170000557	B	B212	23SFD GREENBANK RD & STAFFORD RD.	06/30/2002	50	216,000.00	-	77,765.89	3,237.00	81,002.89	134,997.11	7402.75	354,212.28
20170000558	B	B212	13SFD QUEENS GARDEN DR & QUEENS GA	06/30/2002	50	450,600.00	-	162,228.32	6,752.75	168,981.07	281,618.93	7402.75	738,926.17
20170000559	B	B212	59SFD RAVENSBURY ST, CRICKETFIELD CT	06/30/2002	50	201,200.00	-	72,437.45	3,015.21	75,452.66	125,747.34	7402.75	329,942.18
20200003354	B	B212	4408-1&2 - 105 SFD ON BRAXFIELD CT, SAN	06/30/1997	50	345,960.00	-	159,151.12	5,184.61	164,335.73	181,624.27	6663.55	630,264.98
20200003355	B	B212	4192-5&6-17 SFD CALBOURNE LANE & 29 S	06/30/2015	50	520,200.00	-	52,034.33	7,795.80	59,830.13	460,369.87	10981.02	575,083.11

12,655,479.87

Current ENR CCI: 12,139.56  
Los Angeles Construction Cost Index

### Aged Report

Row Labels	Sum of Y_CURRE	Sum of 0-30 Days	Sum of 31-60 Days	Sum of 61-90 Days	Sum of 91-120 Days	Sum of 121+ Days	61 > DAYS
<b>CUE</b>	<b>\$593.28</b>	<b>\$365.00</b>	<b>\$228.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0</b>
Commercial	\$483.54	\$290.13	\$193.41	\$0.00	\$0.00	\$0.00	
Institutional	\$109.74	\$74.87	\$34.87	\$0.00	\$0.00	\$0.00	
<b>VCWWD No. 1</b>	<b>\$2,172,207.72</b>	<b>\$1,887,506.30</b>	<b>\$84,930.50</b>	<b>\$48,949.42</b>	<b>\$28,039.14</b>	<b>\$122,782.36</b>	<b>\$199,771</b>
Agricultural	\$444,396.04	\$381,597.75	\$8,642.36	\$9,050.26	\$5,326.60	\$39,779.07	
Commercial	\$199,738.70	\$186,081.92	\$4,213.52	\$3,676.03	\$1,454.19	\$4,313.04	
Industrial	\$26,219.31	\$15,551.62	\$3,807.92	\$2,747.36	\$1,936.38	\$2,176.03	
Institutional	\$139,678.49	\$139,678.49	\$0.00	\$0.00	\$0.00	\$0.00	
Residential	\$1,267,980.57	\$1,070,401.91	\$68,266.70	\$33,475.77	\$19,321.97	\$76,514.22	
Residential Multi Family	\$94,194.61	\$94,194.61	\$0.00	\$0.00	\$0.00	\$0.00	
<b>VCWWD No. 16</b>	<b>\$196.68</b>	<b>\$196.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0</b>
Residential	\$196.68	\$196.68	\$0.00	\$0.00	\$0.00	\$0.00	
<b>VCWWD No. 17</b>	<b>\$311,769.63</b>	<b>\$263,850.10</b>	<b>\$17,871.69</b>	<b>\$5,977.76</b>	<b>\$3,491.76</b>	<b>\$20,578.32</b>	<b>\$30,048</b>
Commercial	\$4,128.09	\$4,128.09	\$0.00	\$0.00	\$0.00	\$0.00	
Industrial	\$21,755.94	\$21,755.94	\$0.00	\$0.00	\$0.00	\$0.00	
Institutional	\$1,199.61	\$460.20	\$739.41	\$0.00	\$0.00	\$0.00	
Residential	\$284,685.99	\$237,505.87	\$17,132.28	\$5,977.76	\$3,491.76	\$20,578.32	
<b>VCWWD No. 19</b>	<b>\$208,017.95</b>	<b>\$191,568.09</b>	<b>\$11,078.15</b>	<b>\$2,986.90</b>	<b>\$1,113.33</b>	<b>\$1,271.48</b>	<b>\$5,372</b>
Agricultural	\$89,856.69	\$86,450.08	\$3,406.61	\$0.00	\$0.00	\$0.00	
Commercial	\$5,173.04	\$4,803.88	\$139.81	\$157.19	\$72.16	\$0.00	
Industrial	\$2,108.93	\$2,108.93	\$0.00	\$0.00	\$0.00	\$0.00	
Institutional	\$2,213.27	\$2,213.27	\$0.00	\$0.00	\$0.00	\$0.00	
Residential	\$106,703.69	\$94,029.60	\$7,531.73	\$2,829.71	\$1,041.17	\$1,271.48	
Residential Multi Family	\$1,962.33	\$1,962.33	\$0.00	\$0.00	\$0.00	\$0.00	
<b>VCWWD No. 38</b>	<b>\$442,425.41</b>	<b>\$424,579.79</b>	<b>\$12,356.97</b>	<b>\$3,373.93</b>	<b>\$765.29</b>	<b>\$1,349.43</b>	<b>\$5,489</b>
Commercial	\$161,299.57	\$161,299.57	\$0.00	\$0.00	\$0.00	\$0.00	
Institutional	\$616.13	\$616.13	\$0.00	\$0.00	\$0.00	\$0.00	
Residential	\$280,509.71	\$262,664.09	\$12,356.97	\$3,373.93	\$765.29	\$1,349.43	
<b>Grand Total</b>	<b>\$3,135,210.67</b>	<b>\$2,768,065.96</b>	<b>\$126,465.59</b>	<b>\$61,288.01</b>	<b>\$33,409.52</b>	<b>\$145,981.59</b>	<b>\$240,679</b>
						% 60 > to total	8%
						Last month	8%

## COVID-19 Waived Fees Report

Sum of Y_A Column Labels										
2020										
Row Lab	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
01	(\$18,555)	(\$50,968)	(\$33,794)	(\$55,684)	(\$45,894)	(\$54,836)	(\$100,101)	(\$59,998)	(\$75,601)	(\$94,004)
16	(\$30)	(\$50)	(\$40)	(\$40)	(\$10)	(\$20)	(\$10)		(\$10)	(\$30)
17	(\$2,606)	(\$3,684)	(\$6,178)	(\$5,535)	(\$6,930)	(\$5,545)	(\$7,579)	(\$6,697)	(\$10,423)	(\$5,584)
19	(\$2,467)	(\$6,051)	(\$5,358)	(\$4,722)	(\$8,165)	(\$6,160)	(\$5,284)	(\$9,495)	(\$6,955)	(\$7,104)
38	(\$1,464)	(\$2,741)	(\$1,277)	(\$3,519)	(\$3,836)	(\$3,827)	(\$7,451)	(\$5,039)	(\$8,028)	(\$3,667)
<b>Grand Total</b>	<b>(\$25,123)</b>	<b>(\$63,494)</b>	<b>(\$46,647)</b>	<b>(\$69,499)</b>	<b>(\$64,835)</b>	<b>(\$70,388)</b>	<b>(\$120,425)</b>	<b>(\$81,229)</b>	<b>(\$101,017)</b>	<b>(\$110,389)</b>

2021						Grand Total
Jan	Feb	Mar	Apr	May	Jun	
(\$89,827)	(\$79,022)	(\$76,583)	(\$62,923)	(\$89,437)	(\$84,132)	(\$1,071,360)
	(\$30)	(\$70)		(\$40)	(\$70)	(\$450)
(\$8,256)	(\$7,528)	(\$9,134)	(\$8,828)	(\$11,796)	(\$9,224)	(\$115,526)
(\$13,216)	(\$7,535)	(\$7,012)	(\$9,470)	(\$3,040)	(\$5,437)	(\$107,471)
(\$6,806)	(\$7,169)	(\$7,733)	(\$6,260)	(\$6,426)	(\$4,629)	(\$79,873)
<b>(\$118,104)</b>	<b>(\$101,285)</b>	<b>(\$100,532)</b>	<b>(\$87,481)</b>	<b>(\$110,739)</b>	<b>(\$103,492)</b>	<b>(\$1,374,680)</b>

**5. COMMITTEE MEMBER'S COMMENTS/FUTURE  
AGENDA ITEMS**

**6. ADJOURNMENT**

**\*Next regular scheduled WWD38 CAC meeting:  
October 21, 2021**