

Jeff Pratt Agency Director

**David Fleisch** Assistant Director

Central ServicesEngineering ServicesRoads & TransportationWater & SanitationWatershed ProtectionJoan Araujo, DirectorChristopher Cooper, DirectorChristopher Kurgan, DirectorJoseph Pope, DirectorGlenn Shephard, DirectorRepresenting:Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38<br/>County Service Area Nos. 29 (North Coast), 30 (Nyeland Acres), 34 (El Rio), Camarillo Airport, Todd Road Jail

September 8, 2021

#### NOTICE OF A MEETING OF THE VENTURA COUNTY WATERWORKS DISTRICT NO. 17 BELL CANYON CITIZENS' ADVISORY COMMITTEE

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 17 Bell Canyon Citizens' Advisory Committee will be held **Tuesday, September 14, 2021 from 7 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** <u>https://us02web.zoom.us/j/4700527072</u>

Advisory Committee Members: Please contact the District Office by telephone at (805-378-3005), or by email at wspc@ventura.org, no later than July 12, if you are unable to participate on the call.

Sincerely,

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

#### AGENDA OF THE MEETING

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 JULY 13, 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
    - End of Fiscal Year 2021 Financial Review (through June 30, 2021)
    - ACTION: Review and Approve Proposed Water Rates for Calendar Year 2022
    - ACTION: Review and Approve Proposed Pass Through Water Rates for Calendar Years 2023-2026 (4 years)
  - B. CAPITAL PROJECTS The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
    - 1.74 MG Reservoir Project
  - 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 presented, before the Ventura County Board of Supervisors.
    - 9/14/2021 Rules and Regulations Updates (All Waterworks Districts)





- 11/9/2021 Engineering and Development Fees Update (All Waterworks Districts)
- 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. 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.
  - o Aged Report
- 5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
- 6. ADJOURNMENT

**<u>\*\*NOTICES</u>**: 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 <u>WSPC@ventura.org</u>. 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 <u>WSPC@ventura.org</u>. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 3A). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

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





#### DRAFT

#### CITIZENS' ADVISORY COMMITTEE VENTURA COUNTY WATERWORKS DISTRICT NO. 17 MINUTES OF THE JULY 13, 2021, TELECONFERENCE MEETING

COMMITTEE MEMBERS IN ATTENDANCE: Lisa Riccomini, Steven Price, Neil Sokoler, Ron Marks COMMITTEE MEMBERS ABSENT: Greg McHugh

COMMITTEE MEMBER VACANCY: None

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

GUESTS: None

1. CALL TO ORDER - The meeting was called to order at 7:03 pm.

- APPROVAL OF THE MINUTES OF THE MAY 18, 2021 MEETING

   Minutes approved as submitted
   Vote: Yeas-4, Nays- 0, Absence-1, Abstained- 0
- 3. PUBLIC COMMENTS
  - None
- 4. DISTRICT STAFF REPORT
  - A. BUDGET AND FINANCIAL REVIEW -
    - Financials are as of the end of May, not the full fiscal year. We are currently doing the final audit of the books, this month, for the fiscal year ending June 30<sup>th</sup>.
    - Revenue side, hot weather equals more water sold. Higher revenue is projected.
    - Expenditures are in line with budget.
    - Reservoir Improvement should be less than projected.
    - Nothing out of the normal. You will see a few 290% and 270%, but these are small dollar amounts, so we may have missed that line item. These expenditures are what had to be done.
    - Water System Power is the same as last year's amount, but we budgeted this expenditure low for this year. May be a mistake or we have not adjusted it.
    - Meter purchases were a little higher. Mr. Pope does not know if that is because the price of meter's went up.
    - We will have a better assessment next meeting as we finish out the year.

- Steve wants a careful review of expenditures at the next meeting, to see the entire year.
- A follow up to what Greg had asked to include in our report, Water Cost vs Water Sales. Actuals pulled as of the end of April; this was emailed to you. We will keep this updated. It's comparing the water usage, water cost and production. Unit is acre feet.
- Greg also asked for a break out of misc. expenditures by line item, as provided.
- O&M Labor Cost is broken out by billing and labor.
- Year-end projections sheet has projects broken down, the column on the left is the month, and the pp stands for pay period. Operating & Maintenance, Water analysis, System analysis and Sampling.
- FY22 Budget request submitted in May and approved by the board in June, 3K which is more in line with historic numbers. It is lighting and reservoir power.
- B. CAPITAL PROJECTS -
  - This information was covered in the financial review.
- C. WATER QUALITY REPORT -
  - 0 Water Quality reports. No issues
- D. WATER SUPPLY CONDITIONS -
  - End of June, in terms of the drought, conditions are the same as last meeting. Steve noted that the water reservoirs are dangerously low, no snow and bad reservoir conditions. Reviewing the state water project, a few federal, of Selected Water Supply Reservoirs report, it is not looking great. We benefit by being part of Metropolitan which has access to Colorado river water, but Lake Mead is not looking great. The silver lining is Mets water rights are superior to both Nevada and Arizona water rights, so it does help them by taking their allocations first. We have been paying into Met for years and they have made strategic investments into infrastructure. A couple of decades ago Met built the Diamond Valley reservoir in Riverside County, which was a major addition of storage capacity for Metropolitan. Met has yet to declare any drought or water storage because of the storage they made in the region. Conservation measures that have been put into place have not gone away.
- E. CALLEGUAS MUNICIPAL WATER DISTRICT/ METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE –
  - This information was covered under Item D. Water Supply Conditions
- F. UPDATE ON AVENUES OF PUBLIC OUTREACH -

> Mr. Pope is asking you and your fellow residence to report if you see water waste to report it to us. Not only conservation, but because of fires we can't afford to waste water. We do have a notice of violation process. We will put out messaging as a general reminder. Steve reached out to Lisa, should we report water spraying in the streets and over usage? Lisa agreed and suggested to let your HOA know and the Water District. We just toured the equestrian center looking for leaks and broken sprinklers.

#### G. BOARD LETTER TRACKER -

Board letters coming out in Sept. Updates to our schedule of fees for Engineering and Development. Low impact to this District. Unless upsizing water meters or building a new property connecting to our system. We're trying to update our cost/fees. Rules and regulation updates to follow.

#### H. UPDATE ON ADVANCED METERING INFRASTRUCTURE (AMI) -

 AMI report for Bell Canyon, were at about 102 customers signed up for customer portal. Neil asked about metering system, how long for the metering system to notify customers of an alert. Scott replied it can be as long as 4 days. It is actually a function of the radio transmission between the meter and the transmitter and receiver. Neil received a report today after 17 hours. We are at limits of the technology. They do have personal products, that you would have to purchase on your own and have a plumber install. A catastrophic leak they would contact you and save you a lot of money.

#### I. OPERATIONS & MAINTENANCE -

- Scott: No distribution repairs or incidents at all for this quarter. We did have 100% completed air/vac maintenance. You get a little bit of air in the lines, when the bubbles get in there, there is a self-regulating valve and to understand air and water oxidize. Maintenance is to go in there, to check the valves to make sure they are working and if not, they can replace a seal. If not maintained properly, bigger problems occur because the air cannot get out of the system.
- Service Line Repairs: none.
- Installing old meter an old AMI meter, and we're going to use it internally to track water that goes down into a certain cell. Then compare that to the AMI we get from the customers. Then review to see if they jive.
- Summary of water purchased (do not have latest bills from Simi Valley), we have quarterly and monthly results. We are starting to approach high levels, it is indicative of high temperatures and dry soil conditions, people are ramping up the irrigation, as things dry out. We are tracking our water loss, it's sustainable water loss.
- Customer Service Meter Reading: Replaced 33 meters \$7K, turn on/offs \$3K, leak checks and verify reads \$2K, line location \$1,500
- o Looking Forward: Woolsey connection report (we discussed earlier).

> SaddleBow survey on a monthly status. We will be looking forward to moving forward on this project. Pipeline sometime will need to get replaced. Simi Valley-their system will be wrapping up their SCADA system. Should be complete by end of month.

- SaddleBow crossing, we will be mixing that in with the new reservoir project. Mr. Pope responding to a question previously by Greg McHugh on this project, Question: Whether it is feasible to co-locate a helipad next to the reservoir? We got in touch with Ventura County Fire Department and had a meeting with them. They are very excited about this and wanting to move forward. They will also fund the project.
- J. DIRECTOR'S INFORMATIONAL ITEMS -
  - Director's Aged Report: \$30K of bills past due over 61 days. We exercised our new process for putting liens on property to get people to pay. We did have success, getting people to pay their bills, with the threat of putting a lien on their property in other Districts. We have not placed liens on District 17. Amount of fees waived 115K. This will be the last month for reporting on late fees.
  - Brief with Las Virgenes Municipal Water District presented by Scott: We met with HDR, who is a water consultant that helps with master planning. We the district, Callegas and Las Virgenes asked that HDR take a look at various alternates for supply, auxiliary supply or emergency supply. HDR looked at it and the chosen alternative was up Woolsey Canon Road. They have provided a price. This information will be given to you and we need to decide risk/rewards on best value. Mr. Pope said a preliminary/estimate cost would roughly be 11.7M to establish a connection from Las Virgenes up to our system. There would be some cost sharing with Las Virgenes, and to be determined, the amount of gallons per minute, we would work with their flow requirements. Their thought it would be an opportunity to go after grants in State or Federal. It gives us a second connection for fires, for seismic or manmade disasters. We may be able to leverage Las Virgenes resources to go after grants. Not looking for any decisions at this point, just providing as information. Appreciate any feedback. We will give you a couple of months to look at it and come back to talk about it at a later date.

Steve commented that this was in a packet emailed to you titled Alternative Water Supply Study, 40 pages long. I think everyone who is on this committee should read this study, very well written and easy to understand. Mr. Pope added, we got a good deal on it because we split the cost with Callegas and Las Virgenes. I like to leverage our regional partnerships.

- K. COMMITTEE MEMBERS' COMMENTS / FUTURE AGENDA ITEMS -
  - Going into this fall, we do our water rates in September and go to the Board in December. This year we will be going to the Board, with water rate hearing in January. It gives us more time to get out of the fiscal year 2021, we would also

align rate increases with the fiscal year going forward.

- Idea going forward, doing a multiyear rate increase. Using Callegas rate and looking at what is above and beyond what Callegas rate increases are. State allows you to do up to 5 years, projection of rates. I would like your input. Any thoughts? Steve, it would be much easier on us going forward. I don't like 5 years, maybe 3 years. We can talk about it. Cost increases, then average out. Leah's, we should move forward instead of not doing anything. Steve, we should consider this.
- Neil asked if we are going to visit conservation, to get a jump on it? Mr. Pope, We can do that, we were trying to wait for Callegas and Met to get a jump on that. Leah, maybe we can do something like the Gas Company they give you a smiley face, it would be nice if you have an acre or quarter of an acre, give them an average to shoot for. Mr. Pope, Averages are good. We don't want to spend a lot of staff time to do acre by acre.
- 6. ADJOURNMENT The meeting adjourned at 7:50 pm.

- A. BUDGET AND FINANCIAL REVIEW An update on the budget and financial status
  - End of Fiscal Year 2021 Financial Review (through June 30, 2021)
  - ACTION: Review and Approve Proposed Water Rates for Calendar Year 2022
  - ACTION: Review and Approve Proposed Pass Through Water Rates for Calendar Years 2023-2026 (4 years)

Vaterworks District #17 Bell Canyon	FY18	FY19	FY20	FY21 ADJ	FY21	
DHOC REPORT DETAILS	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	FY22 REQ BUD
1						
2 Total Beginning Balances	\$3,122,256	\$2,935,670	\$2,578,006	\$2,462,051	\$2,462,051	\$2,448,769
3 Total Ending Balances	\$2,935,670	\$2,578,006	\$2,462,051	\$1,483,741	\$2,448,743	\$2,117,470
4				*****		
5 Total Proposed Targets	\$982,962	\$961,870	\$928,603	\$1,083,456	\$1,032,133	\$1,183,748
6 Alert	ok	ok	ok	ok	ok	ok
7	EV(10	EV10	EV20		EV24	
	FY18	FY19	FY20	FY21 ADJ	FY21	
8 O&M/ Rate Stab Fund	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	FY22 REQ BUD
9 Beginning Balances	\$1,741,109	\$1,406,041	\$877,907	\$863,180	\$863,180	\$1,209,760
10						
11 O&M Revenue						
12 Interest Earning	\$0	-	-	\$0.0	\$0	-
13 State Aid for Disaster	\$0	\$0	71,169.0	\$0.0	\$0	-
14 Special Assessment	\$8,320	6,372.9	7,077.8	\$6,981.6	\$7,044	6,934.8
15 Line Extension/Permit Fees     16 Meter Sales And Install Fee	\$2,005	1,245.0	1,255.0	\$400.0	\$1,375	600.0
	\$3,587	1,015.0	1,265.0 70,065.2	\$1,600.0 \$29,300.0	\$1,760 \$9,509	1,600.0
17   Other Revenue-Misc     18   Water Sales	\$36,752	31,816.7 2,342,070.5				33,876.4
	\$2,532,939 \$0	2,342,070.5	2,534,895.3	\$2,859,835.2 \$0.0	\$3,182,494 \$0	3,338,008.2
19     Gain/Loss Capital Assets       20     CAFR Adjustments	\$0	-	-	\$0.0	<u>۵</u> ۵	-
21 Total - O&M Revenue	\$2,583,603	2,382,520.1	2,685,727.3	\$2,898,117	\$3,202,181.3	\$3,381,019
	\$2,303,003	2,302,320.1	2,003,121.5	φ <b>2,050,11</b> 7	\$3,202,101.5	\$3,301,019
23 O&M Expenditure						
24 System Maintenance Supplies & Contracts	\$69,839	224,834.3	107,601.4	\$196,000	\$58,720	167,900.0
25 Improvement Maintenance	\$1,205	2,308.1	0.1	\$0	\$2,720	-
26 Buildings And Improvements Maintenance	<i><i><i>ψ</i> :/200</i></i>	2,00011	0.1	\$0	\$0	_
27 Equipment	\$8,665	-	681.8	\$8,000	\$0	8,000.0
28 Indirect Cost Recovery	\$21,800	24,786.0	17,652.0	\$16,081	\$16,081	8,952.0
29 Misc. Expense	\$59,502	93,546.1	55,917.4	\$50,500	\$54,866	52,457.0
30 Other Prof. & Spec. Svcs	\$4,363	23,225.0	861.1	\$24,000	\$1,195	30,000.0
31 State Permit/Fees	\$0	5,000.0	4,600.0	\$5,000	\$4,600	-
32 O&M Labor	\$333,910	406,019.4	442,390.2	\$571,100	\$389,845	578,600.0
33 Management And Admin Survey ISF	\$96,400	107,700.0	85,900.0	\$101,200	\$101,300	120,100.0
34 Engineering And Technical Surveys	\$0	-	-	\$52,000	\$0	27,000.0
35 Water Analysis	\$280	824.0	280.0	\$5,000	\$565	5,000.0
36 Cross Connection Fees	\$0	500.0	400.0	\$500	\$300	-
37 Water Purchases	\$2,134,260	1,858,489.3	1,599,864.5	\$2,015,500	\$2,077,839	2,264,100.0
38 Water System Power	\$3,710	254.4	2,834.2	\$1,000	\$3,953	3,000.0
39 Depreciation Expense	\$104,217	104,217.4	104,361.0	\$104,209	\$104,049	104,179.0
40 Contribution to other Funds	\$13,021	9,355.7	742.2	\$7,800	\$0	4,500.0
41 Meter Purchase	\$1,500	20,900.0	10,100.0	\$30,000	\$39,500	24,000.0
42 Conservation Program	\$0	-	-	\$2,000	\$0	2,000.0
43 Contingencies	\$0	-	\$0	\$0	\$0	-
44 CAFR Adjustment	\$66,000	\$28,694	\$266,269	\$0		\$C
45 Total - O&M Expenditure	\$2,918,672	\$2,910,654	\$2,700,455	\$3,189,890	\$2,855,534	\$3,399,788
46						
47 Result of Operation	(\$335,069)	(\$528,134)	(\$14,727)	(\$291,773)	\$346,648	(\$18,769
48		± -	± -	۰. ۲		
50 Transfer to/fr Capital Reserve	\$0	\$0	\$0	\$0	\$0	\$0
51	** *** ***	4077 00	****	April 100	#1 000 000 000	
52 Ending Balances	\$1,406,040.63	\$877,907.03	\$863,179.78	\$571,406.56	\$1,209,827.48	\$1,190,991.06
53						
54 Minimum Balance		*=====	* c=c + + +	*===	***** ***	*****
55 25% of O&M expenses	\$729,668	\$727,663	\$675,114	\$797,473	\$713,883	\$849,947
56 10% of rate revenue	\$253,294	\$234,207	\$253,490	\$285,984	\$318,249	\$333,801
57						

64								
			FY18	FY19	FY20	FY21 ADJ	FY21	
65	Acquisition&Replaceme	nt Fund	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	FY22 REQ BUD
	Beginning Balances		\$1,381,147	\$1,529,629	\$1,700,099	\$1,598,871	\$1,598,871	\$1,239,009
67			+ .,	+ 1/0=0/0=0	+1,100,000	+ .,	+1,000,011	÷:,====,===
68	Capital Sources of Funds	5						
69	Interest Earning		\$43,006	66,777.6	55,454.0	\$46,854	\$14,372	6,890.5
70	Capital Improvement C	hrgs	\$1,260	1,475.0	900.0	\$1,400	\$540	1,400
71	Gain/Loss Capital Asset	s	\$0	-	-	\$0	\$0	-
72	Loan Proceeds		\$0	\$0	\$0	\$275,000	\$0	625,000.0
73	Depreciation Expense	CY Funded	\$104,217	\$104,217	\$104,361	\$104,209	\$104,049	\$104,179
74	Total - Capital Sources o	of Funds	\$148,483	\$172,470	\$160,715	\$427,463	\$118,961	\$737,470
75								
76	Capital Uses of Funds							
77	Water System Improver	ment:						
	System Improvement Mai	ntenance	\$0	-	50.0	\$115,000	(\$0)	320,000.0
	Reservoir Improvement		\$0	-	129,499.5	\$297,500	\$450,355	-
	SCADA Improvement		\$0	-	-	\$15,000	\$0	-
81	General Improvement Ma	aintenance	\$0	-	42,793.4	\$0	\$0	15,000.0
82	Total Water System Imp	provement	\$0	\$0	\$172,343	\$427,500	\$450,355	\$335,000
83	Water Constructiont Pro							
84	Connection bet. 2 Press	sure Zone	\$0	-	-	\$0	-	-
85		piping within Zone 1924	\$0	2,000.0	89,600.0	\$686,500	28,562.3	625,000.0
86	HighPressurePipeline fr	HaciendaRd to Dappelgray	\$0	-	-	\$0	\$0	-
88	Total Water Construction	on Project	\$0	\$2,000	\$89,600	\$686,500	\$28,562	625,000.0
	Other Equipment							90,000.0
00	Total - Capital Uses of Fi	unds	\$0	\$2.000	\$261,943	\$1,114.000	\$478.918	\$1,050,000
	Total - Capital Oses of T		<b></b>	\$2,000	\$201,545	\$1,114,000	φ <del>1</del> 70,510	\$1,050,000
90								
91	Net Capital Fund		\$148,483	\$170,470	(\$101,228)	(\$686,537)	(\$359,956)	(\$312,530)
92								
93	Transfer to/fr O&M / Rate	e Stabilization Fund	\$0	\$0	\$0	\$0	\$0	\$0
94	Prior Year CAFR Adjustme	ents			\$0			
95								
96	Ending Fund Balance		\$1,529,629	\$1,700,099	\$1,598,871	\$912,335	\$1,238,915	\$926,479

#### WATERWORKS DISTRICT NO. 17 OPERATIONS AND MAINTENANCE FINANCIAL STATUS REPORT

CURRENT PERIOD ACTIVITIES TO AP13 ENDING	6/30/2021 @ 100	0% OF THE YEA	AR		
	ACTUAL	Adopted Budget	Current	% of	
DESCRIPTION	FY 20	FY 21	Actual	Act/Adpt Bud	COMMENTS
EXPENDITURES					
1 System Maintenance Supplies & Contracts	107.6	196.0	58.7	30%	
2 General Maint Supplies	46.5	43.0	12.3	28%	
3 CLA Valve Maintenance	0.0	7.0	0.0	0%	
4 Pipe Materials	45.6	8.0	6.3	78%	
5 Valve Replacement	0.0	40.0	0.0	0%	
8 Adjust Valve Stacks	0.0	8.0	23.3	291%	
9 Utility Billing System Maintenance	0.0	0.0	0.0		
10 SCADA	6.0	10.0	4.5	45%	
11 Emergency Repairs	0.0	80.0	12.4	16%	
12 Improvement Maintenance	0.0	0.0	2.7	1070	
13 Equipment	0.0	8.0	0.0	0%	
14 Indirect Cost Recovery	17.7	16.1	16.1	100%	
15 Misc. Expense	55.9	50.5	54.9	100%	
	0.9	24.0	1.2		
		-			purchasing chgs, equipmental rental
17 Engineering And Technical Surveys	0.0	52.0	0.0	0%	
18 State Permit/Fees	4.6	5.0	4.6		Reservoir Inspection, Pressure maps
19 O&M Labor	442.4	571.1	389.8	68%	
20 Management And Admin Survey ISF	85.9	101.2	101.3		CCR's; GS Atlas Maps
21 Water Analysis	0.3	5.0	0.6		Dept. of Health & Safety fees
22 Cross Connection Fees	0.4	0.5	0.3	60%	
23 Water Purchases	1,599.9	2,015.5	2,077.8	103%	
24 Water System Power	2.8	1.0	4.0	395%	
25 Depreciation Expense	104.4	104.2	104.0	100%	
26 Contribution to other Funds	0.7	7.8	0.0	0%	
27 Meter Purchase	10.1	30.0	39.5	132%	
28 Conservation Program	0.0	2.0	0.0	0%	Vehicle Gateway Base Station
29 Contingencies	0.0	0.0	0.0		
30 TOTAL EXPENDITURES	2,434.2	3,189.9	2,855.5		
31 REVENUES					
32 Interest Earning	0.0	0.0	0.0		
32 State Aid for Disaster	71.2	0.0	0.0		
33 Special Assessment	7.1	7.0	7.0	101%	
34 Line Extension/Permit Fees	1.3	0.4	1.4	344%	
35 Meter Sales And Install Fee	1.3	1.6	1.8	110%	
36 Other Revenue-Misc	70.1	29.3	9.5	32%	
37 Water Sales	2,534.9	2,859.8	3,182.5	111%	
38 Gain/Loss Capital Assets	0.0	0.0	0.0		
39 TOTAL REVENUES	2,685.7	2,898.1	3,202.2		
40 RESULT OF OPERATION	251.5	(291.8)	346.6		
41 O&M Fund Balance Reserve:					
42 Beginning Fund Balance	877.91	\$863.18	\$863.18		
43 CAFR Adjustments/FY20/2312-Purchases	(266.27)	,	\$0.00		CityOfSimiValley-AccruedPurchase
44 Net of Operation	251.54	(291.77)	346.65		
					1,209.8
45 O&M Fund Balance Reserve:	\$863.18	\$571.41	\$1,209.83		1,203.00
46 Required O&M Fund Reserve: 25% of Exp.	\$608.55	\$797.47	\$713.88		
46 O&M FBR vs Required Reserve	ok	alert 12	ok		

4330 FSR FY21-AP13O&M Combined

#### WATERWORKS DISTRICT NO. 17 - WATER CAPITAL PROJECTS FINANCIAL STATUS REPORT

2 G 3 R 4 S	DESCRIPTION ION CAPITALIZED EXPENDITURES: General Improvement Maintenance	A ACTUAL FY 20	B ADOPTED BUDGET	ADJUSTED	С	D	E	F
2 G 3 R 4 S	ION CAPITALIZED EXPENDITURES:			ADJUSTED				
2 G 3 R 4 S	ION CAPITALIZED EXPENDITURES:	FY 20		BUDGET	CUR		D FY 21	% of
2 G 3 R 4 S			FY 21	FY 21	EXP/REV	ENC	TOTAL	Act/Bud
3 R 4 S	General Improvement Maintenance							
4 S		0.0	0.0	0.0	0.0	0.0	0.0	
	Reservoir Safety Improvement	42.8	0.0	0.0	0.0	0.0	0.0	
	CADA Improvement	0.0	15.0	15.0	0.0	0.0	0.0	0.0%
5	Sub-Total Non Capitalized Expenditures	42.8	15.0	15.0	0.0	0.0	0.0	
6 <u>V</u>	VATER SYSTEM IMPROVEMENT:							
7 G	General System Improvements	0.0	115.0	115.0	(0.0)	0.0	(0.0)	0.0%
9 R	esv. No. 2 - Floor Repair, Re-Line, & Coat 2MG tank	129.5	195.0	297.5	450.4	0.0	450.4	151.4%
10	Sub-Total Water System Improvement	129.5	310.0	412.5	450.4	0.0	450.4	
11 🛛	VATER CONSTRUCTION PROJECT							
12 1	.74 MG Reservoir with piping within Zone 1924	89.6	275.0	686.5	28.6	0.0	28.6	4.2%
14	Sub-Total Water Water Constructrion Project	89.6	275.0	686.5	28.6	0.0	28.6	10.4%
15 <b>T</b>	otal Expenditures	261.9	600.0	1,114.0	478.9	0.0	478.9	
16	REVENUES							
17 lr	nterest Earning	55.4	46.9	46.9	14.4	0.0	14.4	30.7%
18 C	Capital Improvement Chrgs	0.9	1.4	1.4	0.5	0.0	0.5	38.6%
Ŀ	oan Proceed		0.0	0.0	0.0	0.0	0.0	
19 <b>T</b>	otal Revenues	56.3	48.3	48.3	14.9	0.0	14.9	30.9%
20 <b>N</b>	let Capital Fund	(205.6)	(551.7)	(1,065.7)	(464.0)	0.0	(464.0)	
21 B	eginning Capital Fund Balance	1,700.2	1,599.0	1,599.0	1,599.0		1,599.0	
22								
23 D	Pepreciation Expense	104.1	104.2	104.2	104.0		104.0	
24 <b>E</b>	nding Capital Fund Balance Reserve	1,599.0	1,151.4	637.4	1,239.0		1,239.0	
25								
26								
27		SUMMARY OF	CAPITAL FUND	BALANCE	Capital	Funded	Total	
28					Acq Fund	Depr Fund	Cap Fund	
29			Beginning Fund	Balance	470.6	1,128.4	1,599.0	
30			Revenue & Dep		15.0	104.0	119.0	
31			Expenditure & E		(450.3)	(28.6)	(478.9)	
32			Ending Fund B		35.3	1,203.8	1,239.1	
						.,	-,	



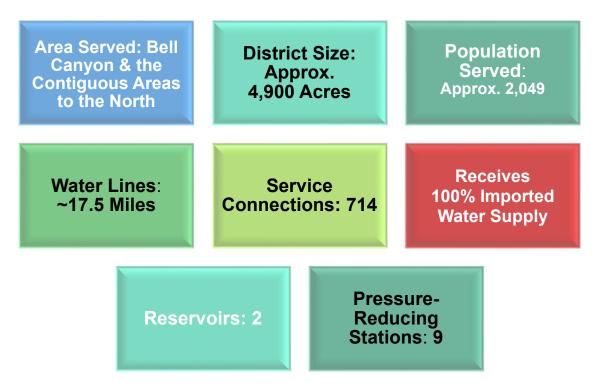
# Ventura County Waterworks District No.17 **Proposed Water Rate Adjustments for Calendar Year 2022**

Joseph C. Pope, P.E Director, Water and Sanitation County of Ventura Public Works Agency September 2021

September 2021

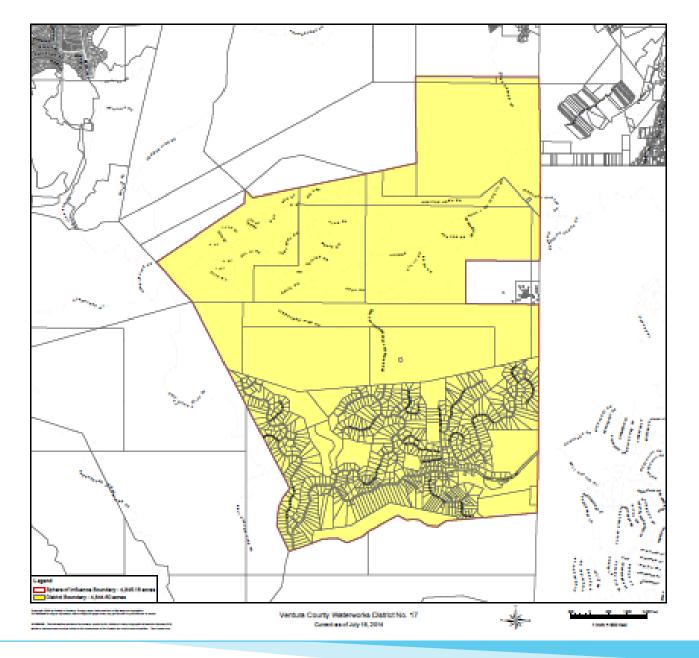
# **PUBLIC** VENTURA COUNTY WORKS Waterworks District No. 17 (Bell Canyon)

- Formed on April 11, 1977
- The Ventura County Board of Supervisors (BOS) is the Board of Directors for District 17.
- The Citizens' Advisory Committee reviews all policy, budget, and water rate recommendations before they are recommended to the BOS.





# Ventura County Waterworks District No. 17 (Bell Canyon) Service Area



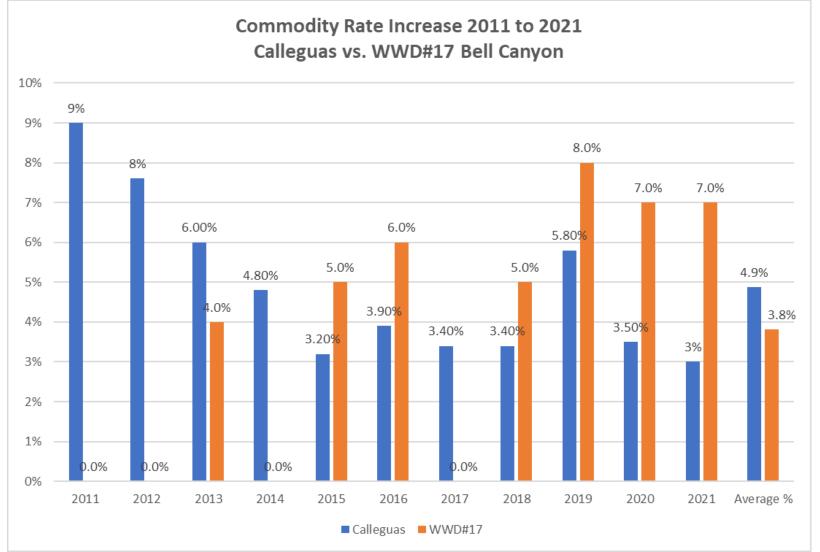


# Financial Conditions of the District

- Ended Fiscal Year 2021 (June 30, 2021) with healthy reserve fund balance of \$2.4M
- Calleguas Municipal Water District Approved Rate increase of 3.5% for 2022
- Assumed inflationary increases used for rate analysis:
  - Labor 3.5%, Electricity 4%, and materials 3%
- 1.74MG Reservoir and Saddlebow Pipeline projects will be financed by 0% interest State Revolving Fund Loan with 30% Principal forgiveness
- Repair and Recoating of Reservoir #1 Planned for FY 2024 (funded from reserves)
- Past rate increases and proportionally higher fixed meter rate increases put District in good financial condition, allowing modest inflationary increases in future years
- PROPOSED Rate increase is 4.5% for commodity and fixed charges for 2022
- PROPOSED Pass Through Rate Increases of future Calleguas Rates for 2023-2026



# Calleguas vs. WWD#17 Historic Rate Increases 2011-2021





# Pass Through Rates Explained

### CA Government Code 53756

An agency providing water, wastewater, sewer, or refuse collection service may adopt a schedule of fees or charges authorizing automatic adjustments that pass through increases in wholesale charges for water, sewage treatment, or wastewater treatment or adjustments for inflation, if it complies with all of the following:

(a) It adopts the schedule of fees or charges for a property-related service for a period not to exceed five years pursuant to Section 53755.

(b) The schedule of fees or charges may include a schedule of adjustments, including a clearly defined formula for adjusting for inflation. Any inflation adjustment to a fee or charge for a property-related service shall not exceed the cost of providing that service.

(c) The schedule of fees or charges for an agency that purchases wholesale water, sewage treatment, or wastewater treatment from a public agency may provide for automatic adjustments that pass through the adopted increases or decreases in the wholesale charges for water, sewage treatment, or wastewater treatment established by the other agency.

(d) Notice of any adjustment pursuant to the schedule shall be given pursuant to subdivision (a) of Section 53755, not less than 30 days before the effective date of the adjustment.

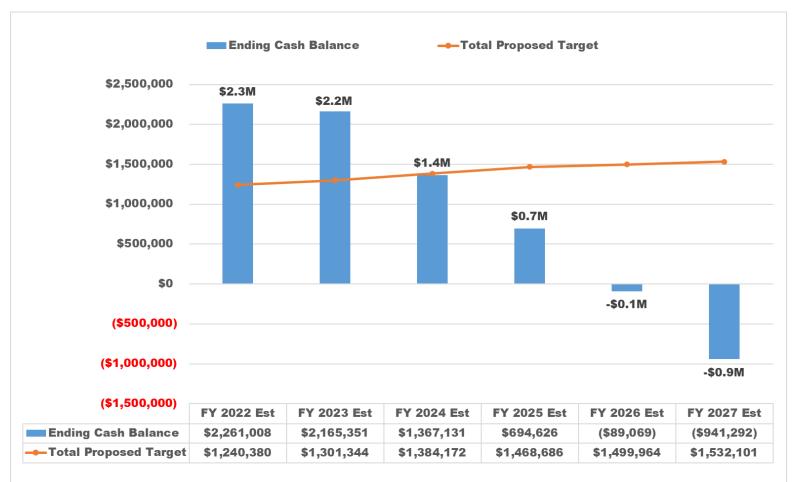


#### Ventura County Waterworks District No. 17 Bell Canyon Water Services Fiscal Year 2022-2023 Budget Analysis by Category

	FY21 Adopted	FY22 Requested		
O&M Expenditures	Budget	Budget	Var (\$)	Var ( %)
County & Agency Svcs	\$124.28	\$136.15	\$11.87	9.6%
Imported Water Cost	\$2,016.50	\$2,267.10	\$250.60	12.4%
Operation & Maintenance	\$64.30	\$107.86	\$43.56	67.7%
Regulatory Permit Costs	\$57.50	\$2.00	(\$55.50)	-96.5%
System Maint, Repairs & Rep	\$252.00	\$203.90	(\$48.10)	-19.1%
Labor Cost	\$571.10	\$578.60	\$7.50	1.3%
Depreciation Expense	\$104.21	\$104.18	(\$0.03)	0.0%
Grand Total	\$3,189.89	\$3,399.79	\$209.90	6.6%



#### Ventura County Waterworks District No. 17 Bell Canyon Water Services Cash Reserves Forecast With No Rate Increases



Cash Reserves go negative due to operating losses and future debt service



Ventura County Waterworks District No.17 Bell Canyon Water Services Proposed Rate Increase Recommendation

# • 4.5% Commodity rate adjustment

Commodity Rates for Residential Customers					
Tier	Proposed Monthly Use (HCF)	Current 2021	Proposed 2022		
1	0 - 10	\$5.01	\$5.24		
2	>10 – 25	\$5.94	\$6.21		
3	> 25	\$7.45	\$7.79		

Commodity Rates for Other Customer Classes					
Customer Class	Current 2021	Proposed 2022			
Commercial	\$6.07	\$6.34			
Industrial	\$6.07	\$6.34			
Institutional	\$6.07	\$6.34			
Temporary Construction	\$6.25	\$6.53			



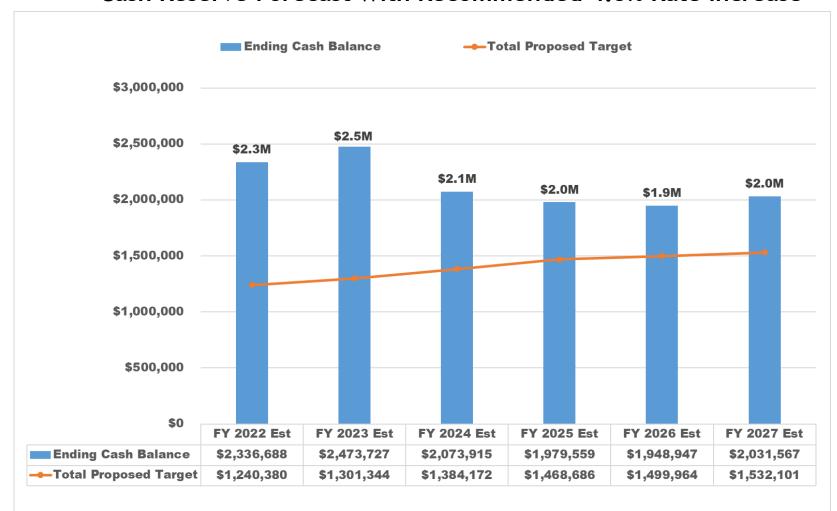
#### Ventura County Waterworks District No. 17 Bell Canyon Water Services Proposed Meter Charge Recommendation

• 4.5% Fixed meter charge increase

	Monthly Meter Charges	
Meter Size	Current 2021	Proposed 2022
3/4-inch	\$22.10	\$23.09
1-inch	\$31.78	\$33.21
1 1/2-inch	\$56.00	\$58.52
2-inch	\$85.06	\$88.89
3-inch	\$177.09	\$185.06
4-inch	\$312.69	\$326.76
6-inch	\$637.18	\$665.85
	Monthly Fireline Charges	
Meter Size	Current 2021	Proposed 2022
6-inch	\$40.71	\$42.55



#### Ventura County Waterworks District No.17 Bell Canyon Water Services Cash Reserve Forecast With Recommended 4.5% Rate Increase



Proposed Rate Increases maintains cash reserves above targeted range



# **Proposed Water Rate Increases Impact on Residential Customers**

Meter / Service	Usage Hundred Cubic Feet (HCF)	2020 Bill	2021 Bill	% Increase
1" Residential	50	\$309.72	\$323.66	4.5%



Calculators are available on our website: <u>http://pwa.vcpublicworks.org/wsd/ratesandcharges/</u>



# **ACTION ITEMS for Citizens Advisory Committee**

APPROVE Staff's Recommended Rate increase is 4.5% for commodity and fixed charges for 2022

APPROVE Staff's Recommended Pass Through Rate Increases of future Calleguas Rates for 2023-2026

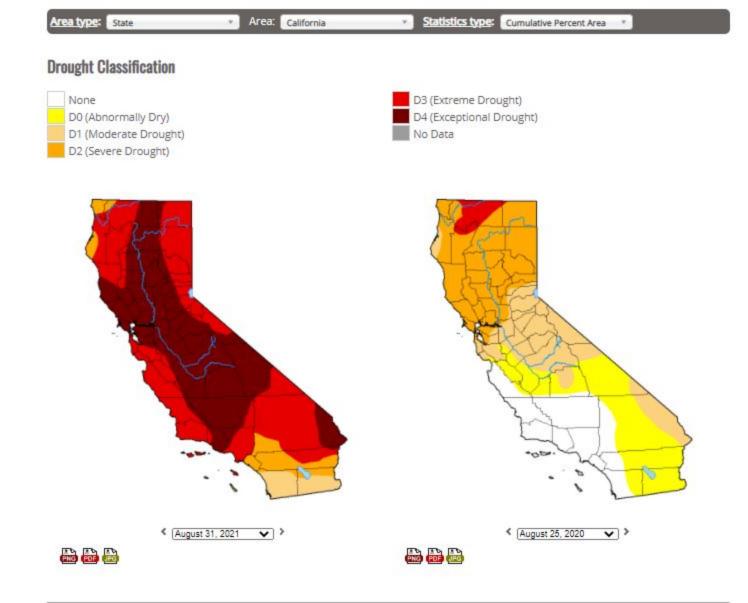


 B. CAPITAL PROJECTS – The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.

- 1.74 MG Reservoir Project

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.

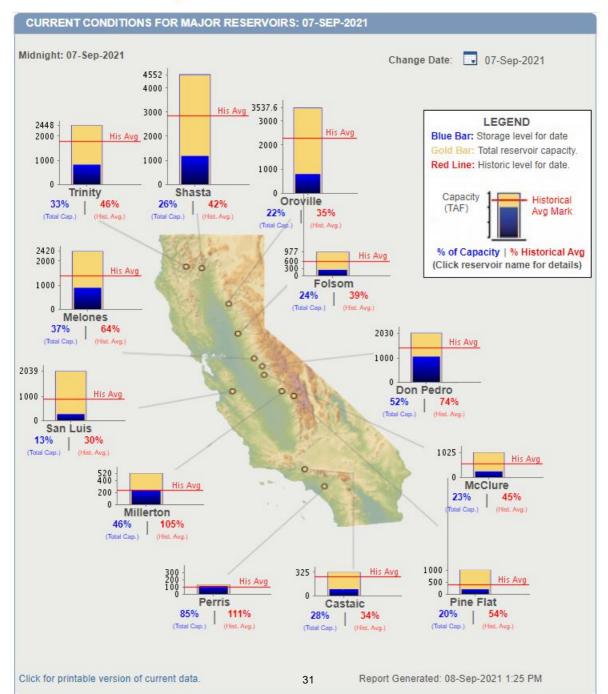
D. WATER SUPPLY CONDITIONS – An update on water supply conditions within the District, Southern California, and throughout the State.

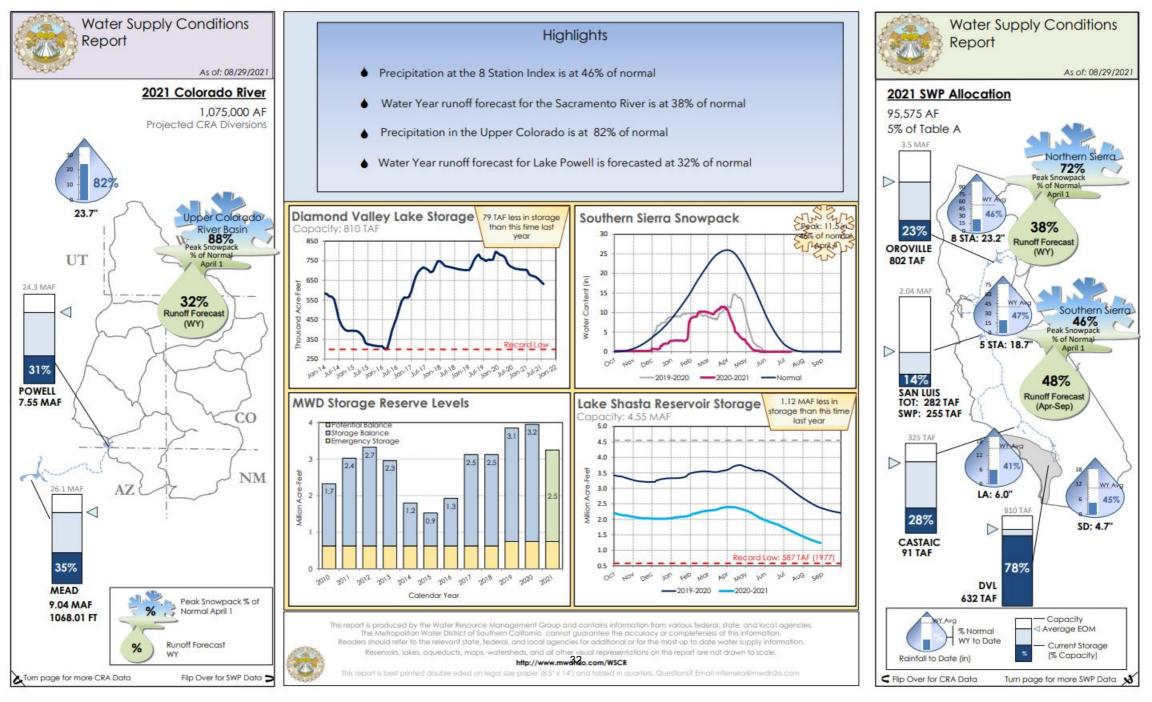


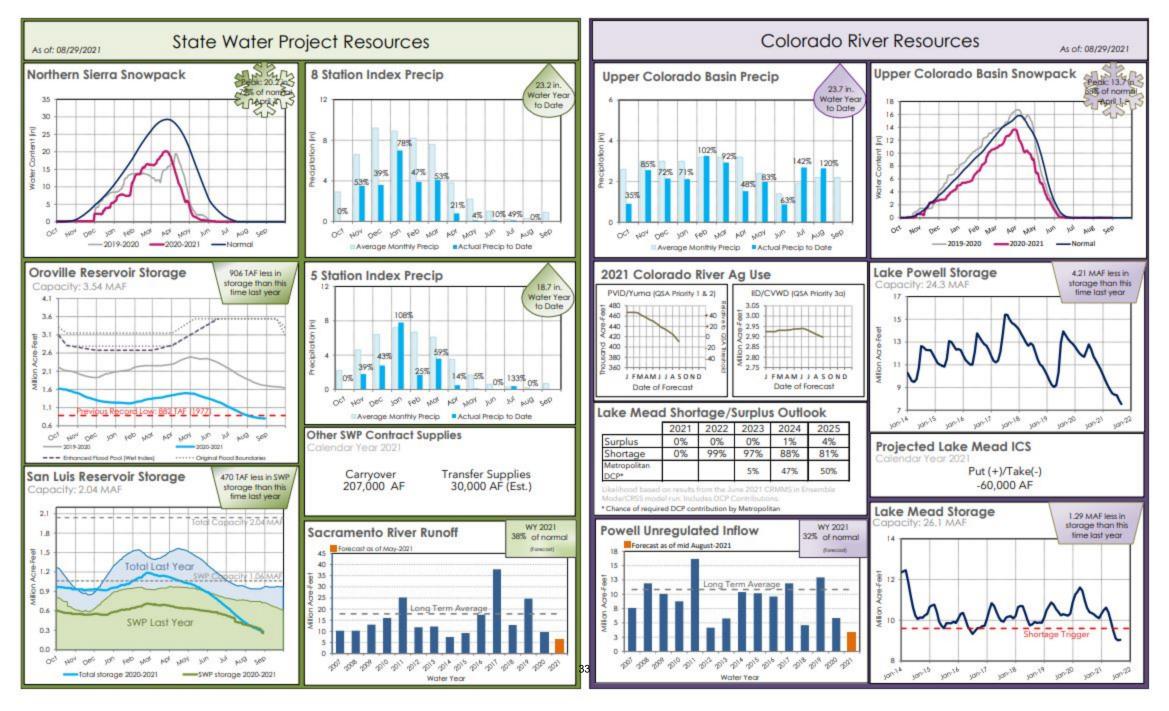
### **Statistics Comparison**

Week	None	D0-D4	D1-D4	D2-D4	D3-D4	D4	DSCI
2021-08-31	0.00	100.00	100.00	95.56	88.37	47.40	431
2020-08-25	20.55	79.45	54.38	31.88	3.04	0.00	169
Change	20.55	-20.55	-45.62 30	-63.68	-85.33	-47.40	-262

#### California Data Exchange Center - Reservoirs







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 presented, before the
Ventura County Board of Supervisors.

- 9/14/2021 – Rules and Regulations Updates (All Waterworks Districts)

-11/9/2021 – Engineering and Development Fees Update (All Waterworks Districts)



#### Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38 **Proposed Changes to Engineering and Development Miscellaneous Fees**

Joseph C. Pope, P.E Director, Water and Sanitation County of Ventura Public Works Agency September 2021

September 14, 2021

Ventura County Waterworks District Nos. 1, 16, 17, 19, and 38

- Fees are typically fees associated with one-time services for specific events
  - New Development
  - Misc. Requests
- Fees are non-rate revenues and non-rate related
- Fees are considered unrestricted revenues
- Current fees were revised and approved in 1994
- Proposition 218 is not applicable



- Comprehensive review of the fee structure included:
  - Considering current labor rates and materials costs
  - Evaluation of cost recovery associated with fee events or services
- Staff determined that the current fees do not accurately reflect the actual costs incurred



- Staff recommendations include:
  - Proposing a fee adjustment to make fees current and then increasing 6% every two years for the next five budget years commencing July 1, 2021 through July 1, 2025
  - This allows a lower administrative burden and keeps fees current with inflation
  - Adding a new miscellaneous fee:
    - 1. Contractor Shut-Downs



- The recommended fee adjustments are necessary to establish fair and equitable fees and charges
- Staff will review fee adjustments for the subsequent 5-year period returning to the Board with proposed adjustments in 2026
- Presented proposed fees, including descriptions of the fees and the reasons for the changes, to the Citizens' Advisory Committees
- Fees will continue to be posted publicly, at a minimum on our website



### **Proposed Engineering & Development Fee Schedule**

MISCELLANEOUS FEE SCHEDULE - ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	% Change	FY2024	% Change	FY2025	% Change	FY2026	% Change	Description of Fee
Annexation Fee	By Estimate	New Fee and Deposit for remaining work	\$200	N/A	\$200		\$212		\$212		\$225		Fee to process the Resolution of Application Initiating the Proceedings for Annexation. Additional deposit required for processing the appliaction.
Availability and/or Will Serve Letter Fee (Water or Sewer)	\$40.00	Updated Hours	\$160	300%	\$160		\$170		\$170		\$180		Fee for letter to applicant indicating the availability of facilities to be connected to upon meeting applicable requirements. Will Serve Letter Fee for letter to applicant as an agreement that the County will service said applicant upon making final connection to County facilities.
Construction Permit Isurance Fee (Water or Sewer)	\$60.00	Updated Hours	\$1,000	1567%	\$1,000		\$1,060		\$1,060		\$1,124		Fees for processing and issuing a construciton permit, including document creation, submittal, review, permit writing, and pre- construction meeting
Fire Flow Test Fee or Letter	\$80.00	Updated Hours	\$260	225%	\$260		\$276		\$276		\$292		Fee for processing and performing fire flow tests as a a requirement for construciton by the Fire Department
Hydrant Water Meter Fee	\$45.00	Updated Hours	\$210	367%	\$210	0%	\$223	6%	\$223	0%	\$236	6%	Staff labor costs for installation, inspection and/or removal of hydrant water meters
Hydrant Water Meter Trust Deposit	\$650.00	Modified to reflect actual material costs	\$1,880	189%	\$1,880		\$1,993		\$1,993		\$2,112		Trust deposit for the temporary use of County owned construction hydrant meters
Water Shutdown Charge	\$0.00	New Fee	\$860	N/A	\$860		\$912		\$912		\$966		Staff labor costs for processing contractor shut down requests as part of a construction project. This includes the cost to develop a shutdown plan, conduct mock shutdown, conduct the shutdown and assist with partial pipe dewatering, and put the line back in service.
Single Residential Construction Inspection Fee (Water or Sewer)	\$125.00	Updated Hours	\$770	516%	\$770		\$816		\$816		\$865		Staff labor costs for field inspection as part of a construction permit



#### **Proposed Meter Fee Schedule**

METER FEES SCHEDULE - ENGINEERING / DEVELOPMENT	Current Fee	Change Type	Proposed Fee	% Change	FY2023	% Change	FY2024	% Change	FY2025	% Change	FY2026	% Change
3/4"	\$360		\$808	125%	\$808		\$857		\$857		\$908	
1"	\$395		\$871	120%	\$871		\$923		\$923		\$979	
1.5"	\$880	Labor Hours and	\$1,836	109%	\$1,836		\$1,946		\$1,946		\$2,063	
2"	\$950	Material Cost	\$2,014	112%	\$2,014	0%	\$2,135	6%	\$2,135	0%	\$2,263	6%
3"	\$1,250	Update	\$1,904	52%	\$1,904		\$2,018		\$2,018		\$2,139	
4"	\$1,935		\$3,242	68%	\$3,242		\$3,436		\$3,436		\$3,436	
6"	\$2,970		\$5,444	83%	\$5,444		\$5,770		\$5,770		\$6,117	

Meter Fee Calculation										
	Labor (3 hours)	Meter	Valve	MXU	Total					
3/4"	\$319	\$197	\$121	\$172	\$808					
1"	\$319	\$259	\$121	\$172	\$871					
1.5"	\$319	\$956	\$389	\$172	\$1,836					
2"	\$319	\$1,134	\$389	\$172	\$2,014					
3"	\$319	\$1,413	\$0	\$172	\$1,904					
4"	\$319	\$2,751	\$0	\$172	\$3,242					
6"	\$319	\$4,953	\$0	\$172	\$5,444					

#### PUBLIC VENTURA COUNTY WORKS



## **Questions?**

September 14, 2020

#### 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.

> -As of 9/6/2021, a total of 193 customers between District 17 (Bell Canyon) and 38 (Lake Sherwood) have signed up for AMI.

# 4. DISTRICT STAFF REPORT DIRECTOR'S INFORMATIONAL ITEMS – Provides the opportunity for the Director to present items that are not within the subject matter of the District's Staff Report.

a. Aged Report

C_ACCOUNTSTATUS	All
C_LASTNAME	All
C_ACCOUNT	All

Row Labels	Sum of Y_CURR	I 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
CUE							
Commercial	\$337.24	\$282.37	\$54.87	\$0.00	\$0.00	\$0.00	
Institutional	\$5,925.40	\$5,925.40	\$0.00	\$0.00	\$0.00	\$0.00	
CUE Total	\$6,262.64	\$6,207.77	\$54.87	\$0.00	\$0.00	\$0.00	\$0
VCWWD No. 1							
Agricultural	\$526,204.30	\$435,002.58	\$27,796.11	\$8,925.90	\$7,407.59	\$47,072.12	
Commercial	\$235,560.36	\$216,694.28	\$5,523.74	\$3,498.63	\$3,173.21	\$6,670.50	
Industrial	\$20,051.66	\$20,026.66	\$25.00	\$0.00	\$0.00	\$0.00	
Institutional	\$99,100.23	\$99,000.74	\$99.49	\$0.00	\$0.00	\$0.00	
Residential	\$1,204,275.85	\$981,987.90	\$79,065.86	\$33,879.46	\$25,671.65	\$83,670.98	
Residential Multi Family	\$52,002.08	\$51,740.08	\$262.00	\$0.00	\$0.00	\$0.00	
VCWWD No. 1 Total	\$2,137,194.48	\$1,804,452.24	\$112,772.20	\$46,303.99	\$36,252.45	\$137,413.60	\$219,970
VCWWD No. 17							
Commercial	\$4,990.75	\$4,990.75	\$0.00	\$0.00	\$0.00	\$0.00	
Industrial	\$24,068.61	\$24,068.61	\$0.00	\$0.00	\$0.00	\$0.00	
Institutional	\$399.50	\$399.50	\$0.00	\$0.00	\$0.00	\$0.00	
Residential	\$337,063.53	\$276,643.06	\$28,529.22	\$7,044.72	\$3,353.58	\$21,492.95	
VCWWD No. 17 Total	\$366,522.39	\$306,101.92	\$28,529.22	\$7,044.72	\$3,353.58	\$21,492.95	\$31,891
VCWWD No. 19							
Agricultural	\$127,913.04	\$122,737.50	\$4,204.08	\$648.74	\$322.72	\$0.00	
Commercial	\$6,227.30	\$5,658.75	\$115.06	\$144.29	\$90.52	\$218.68	
Industrial	\$5,161.69	\$5,120.28	\$41.41	\$0.00	\$0.00	\$0.00	
Institutional	\$2,364.00	\$2,307.00	\$57.00	\$0.00	\$0.00	\$0.00	
Residential	\$125,946.09	\$111,588.64	\$8,744.40	\$1,653.33	\$831.84	\$3,127.88	
Residential Multi Family	\$4,239.14	\$4,012.18	\$226.96	\$0.00	\$0.00	\$0.00	
VCWWD No. 19 Total	\$271,851.26	\$251,424.35	\$13,388.91	\$2,446.36	\$1,245.08	\$3,346.56	\$7,038
VCWWD No. 38							
Commercial	\$179,195.57	\$179,195.57	\$0.00	\$0.00	\$0.00	\$0.00	
Institutional	\$701.05	\$523.13	\$177.92	\$0.00	\$0.00	\$0.00	
Residential	\$312,704.08	\$300,214.83	\$11,524.39	\$496.98	\$261.09	\$206.79	
VCWWD No. 38 Total	\$492,600.70	\$479,933.53	\$11,702.31	\$496.98	\$261.09	\$206.79	\$965
Grand Total	\$3,274,431.47	\$2,848,119.81	\$166,447.51	\$56,292.05	\$41,112.20	\$162,459.90	\$259,864
						% 60 > to total	8%
						Last month	8%

- 5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
- 6. ADJOURNMENT

\*Next regular scheduled WWD17 CAC meeting:

November 16, 2021