

Central Services
Joan Araujo, Director

Engineering Services
James O'Tousa, Director

Roads & Transportation
Anitha Balan, Director

Water & Sanitation
Joseph Pope, Director

Watershed Protection
Glenn Shephard, Director

January 18, 2024

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

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 38 Citizens' Advisory Committee will be held **Thursday, January 25, 2024**, from 3:30 p.m. to adjournment at the **Sherwood Lake Country Club, 341 Williamsburg, Thousand Oaks, CA 91361**

Committee members must attend in person and members of the public are also invited to attend the meeting in person or via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (3:30 p.m.) dial the number (669) 900-6833, when prompted enter the meeting ID 470 052 7072. You can also join the meeting by visiting this link - **Join Zoom Meeting** <https://us06web.zoom.us/j/4700527072>

Advisory Committee Members: Please contact the District Office by telephone at (805-378-3005), or by email at wspc@ventura.org, no later than January 22, 2024, if you are unable to participate on the call.

Sincerely,



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



AGENDA OF THE MEETING

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

5. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

6. ADJOURNMENT

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

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

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

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

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

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

COMMITTEE MEMBERS ABSENT:

COMMITTEE MEMBER VACANCY: None.

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

GUESTS: Ivette Macaluso

1. CALL TO ORDER

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

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

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

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

3. PUBLIC COMMENTS

4. DISTRICT STAFF REPORT –

A. Budget and Financial Review:

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

B. Water Quality Report

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

C. Water Supply Conditions

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

D. Calleguas Municipal Water District / Metropolitan Updates

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

E. Update on Avenues of Public Outreach

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

F. Board Letter Tracker

- None currently.

G. Update on Advanced Metering Infrastructure

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

H. Capital Projects Review

- None currently.

I. Operations and Maintenance Quarterly Report

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

J. Director's Informational Items

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

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

DRAFT

3. PUBLIC COMMENTS - Members of the public may address the Citizens' Advisory Committee (CAC) on items of interest to the public that are within the subject matter jurisdiction of the Committee but do not appear on the agenda. With respect to agenda items, the public will be given an opportunity to address the Committee when the item is reached in the meeting.

4. DISTRICT STAFF REPORT

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

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

CURRENT PERIOD ACTIVITIES TO AP05 FY24 (ENDING 11/30/2023)									
Waterworks District #38 Lake Sherwood									
ADHOC Details Report									
1	Total Beginning Balances			\$7,216,227	\$7,788,307	\$7,930,690	\$7,820,737	\$7,820,737	7,820,736.87
2	Total Ending Balances			\$7,788,307	\$7,930,690	\$7,820,737	\$7,445,497	\$7,910,757	7,532,138.06
3									
4	Total Proposed Targets			\$1,470,529	\$1,411,941	\$1,082,669	\$1,378,260	\$535,462	1,355,575.96
5	Alert			ok	ok	ok	ok	ok	ok
6									

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

				FY24 ADPT		FY24		FY24 YR-END	
				BUDGET	FY24 ACTUAL	Actual/ Budget %		PRJ	
53	Acquisition&Replacement Fund			FY21 ACTUAL	FY22 ACTUAL	FY23 ACTUAL			
54	Beginning Balances			\$5,309,682	\$5,490,819	\$5,351,166	\$5,690,270	\$5,690,270	\$5,690,269.50
55									
56	Capital Sources of Funds								
57	Interest Earning			\$ 42,734	\$ 28,820	\$ 205,739	47,600.0	\$0	0%
58	Capital Improv. Charges			\$ -	\$ 6,590	\$ 15,039	4,000.0	\$75,195	1880%
59	Depreciation Expense	CY Funded		\$ 146,066	\$ 146,267	\$ 146,267	143,041.0	\$61,312	43%
60	Total - Capital Sources of Funds			\$ 188,800	\$ 181,678	\$ 367,046	\$194,641	\$136,507	\$194,641
61	Capital Uses of Funds								
62	Water System Improv & Construction Proj								
63	System Improvements/Replacement			\$ 3,274	\$ 556	\$ 27,942	40,000.0	\$0	0%
64	Water System Replacement			\$ 3,311	\$ 266,698	\$ -	100,000.0	\$0	0%
65	Water Construction Projects			\$ -	\$ -	\$ -	-	\$0	
66	Other Equipment			\$ 1,078	\$ 54,077	\$ -	10,000.0	\$0	0%
67	Contingencies			\$ -	\$ -	\$ -	-	\$0	
68	Contributions-ISF & Other Funds			\$ -	\$ -	\$ -	-	\$0	
69	Total - Capital Uses of Funds			\$ 7,663	\$ 321,331	\$ 27,942	\$150,000	\$0	\$150,000
70	Net Capital Fund Balance			\$ 181,137	\$ (139,653)	\$ 339,104	\$44,641	\$136,507	\$44,641
71	Transfer to/fr O&M / Rate Stabilization Fund			\$ -	\$ -	\$ -	\$0	\$0	\$0
72	Ending Fund Balance			\$5,490,819	\$5,351,166	\$5,690,270	\$5,734,911	\$5,826,777	\$5,734,911

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

CURRENT PERIOD ACTIVITIES TO AP05 FY24 (ENDING 11/30/2023)						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 23	FY 24	ACTUAL	Act/Adpt Bud	06/30/24
	EXPENDITURES					
1	System Maint. Supp. & Contract	-	213.8	10.0	5%	215.4
3	General Supplies	132.07	31.0	10.0	32%	182.4
5	Pump Station Replacement	131.95	43.2	-	0%	-
6	Emergency Repair	21.45	80.0	-	0%	-
7	PLC Replacement	-	10.0	-	0%	-
8	SCADA Radio Replacement	5.89	15.0	-	0%	5.0
10	Utility Billing System Maintenance	-	7.6	-	0%	6.0
11	Pipe Material/fittings, valves, pumps	23.83	15.0	-	0%	10.0
12	Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&II	-	12.0	-	0%	12.0
2	Indirect Cost Recovery	21.1	23.8	11.9	50%	23.8
4	Misc. Expense	38.0	95.5	2.7	3%	88.8
5	Other Professional Svcs	3.2	10.0	-	0%	10.0
6	Small Tools & Minor Equipment	0.4	5.0	0.0	0%	5.0
7	State Permit/Fees	10.5	3.0	2.5	82%	20.0
8	O&M Labor	329.8	541.4	93.7	17%	478.9
9	Mgmt & Admin Svcs	125.6	152.5	76.3	50%	152.5
10	Eng. & Tech. Surveys	-	10.0	-	0%	10.0
11	Water Analysis	4.8	4.3	2.0	47%	4.3
12	Cross Connection Fees	-	5.0	-	0%	-
13	Conservation Program	-	1.0	-	0%	-
3	Water Purchase	2,194.8	2,737.1	1,246.3	46%	2,707.9
5	Water System Power	41.4	55.0	17.7	32%	55.0
6	Depreciation Expense	146.3	143.0	61.3	43%	143.0
7	Contribution to other Funds	7.7	28.3	-	0%	28.3
8	Meter PurchaseS	6.0	40.0	26.7	67%	40.0
11	TOTAL EXPENDITURES	3,244.9	4,068.7	1,551.0		3,982.9
12	REVENUES					
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	16.7	5.0	1.7	34%	5.0
4	Permit & Line Ext. Fees	5.0	3.0	7.7	257%	3.0
6	Meter, Other Sales and Misc Rev.	59.5	29.9	17.8	60%	43.3
7	Water Sales	2,714.5	3,610.9	1,477.2	41%	3,598.4
8	TOTAL REVENUES	2,795.8	3,648.8	1,504.5		3,649.7
9	RESULT OF OPERATION	(449.1)	(419.9)	(46.5)		(333.2)
11	O&M Fund Balance Reserve:					
11	Beginning Fund Balance	\$2,579.5	\$2,130.5	\$2,130.5		\$2,130.5
12	Net of Operation	(\$449.1)	(\$419.9)	(\$46.5)		(\$333.2)
13	O&M Fund Balance Reserve:	\$2,130.5	\$1,710.6	\$2,084.0		\$1,797.2
14	Required O&M Fund Reserve: 25% of Exp.	\$811.2	\$1,017.2	\$387.7		\$995.7
15	O&M FBR vs Required Reserve	ok	ok	ok	ok	ok

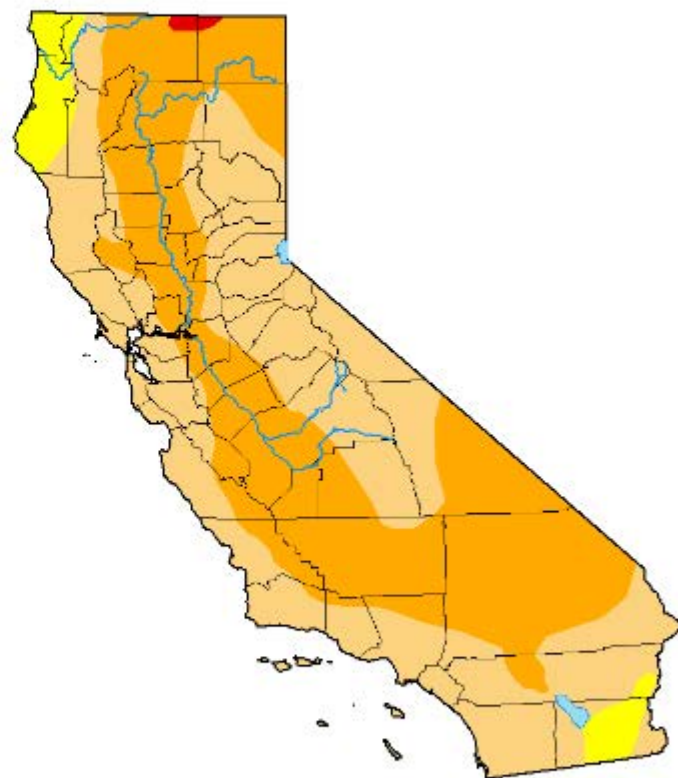
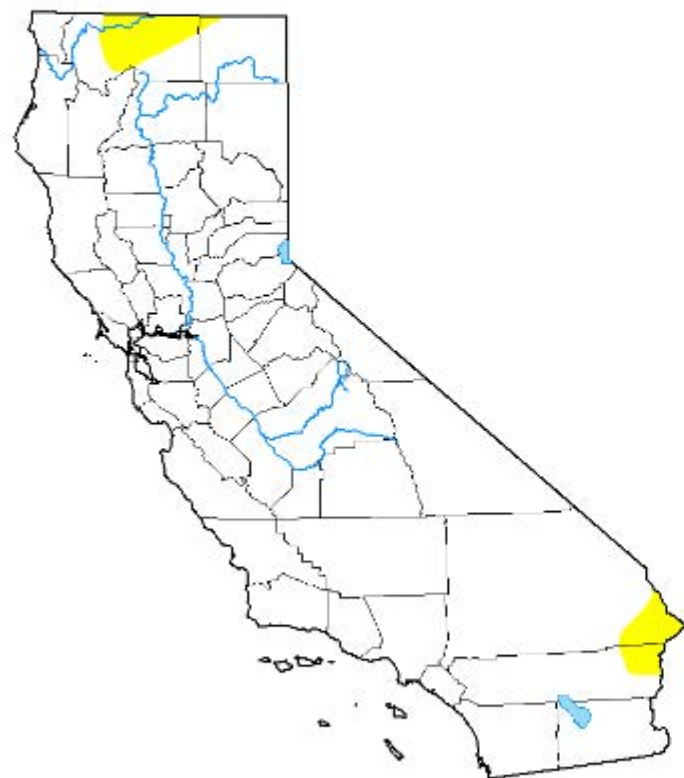
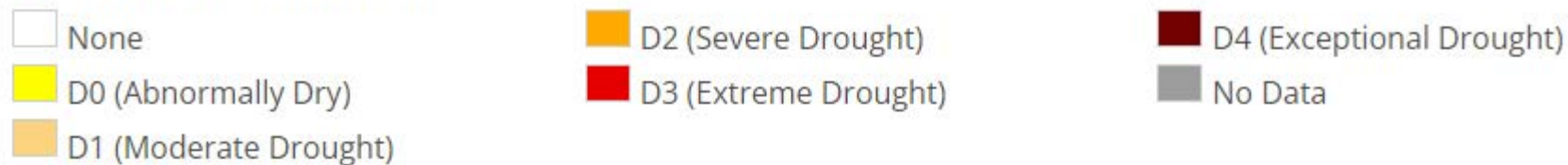
4. DISTRICT STAFF REPORT

- 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.

None

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

Drought Classification



< January 9, 2024 > Download Map

< January 10, 2023 > Download Map

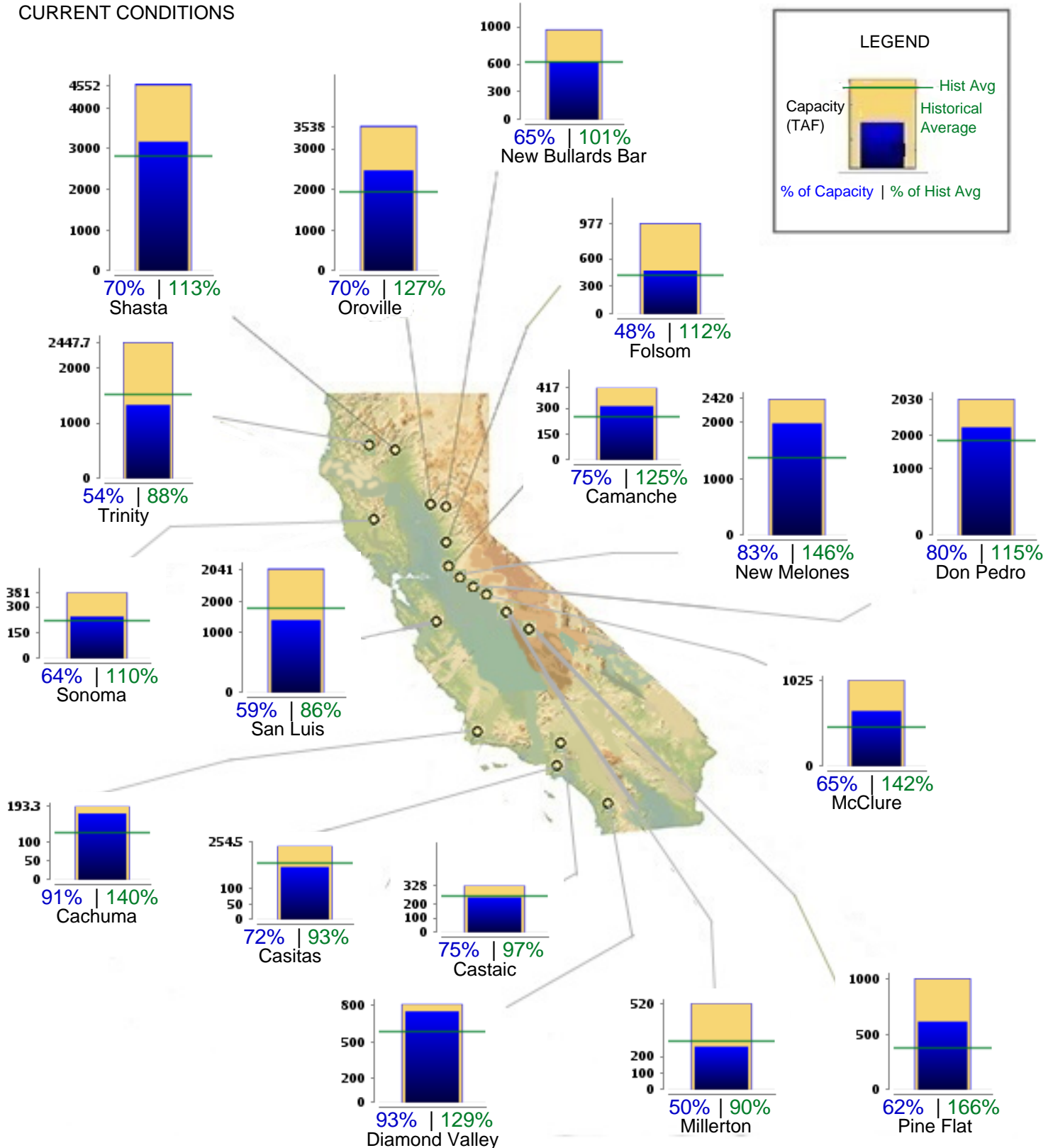


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - January 15, 2024

CURRENT CONDITIONS

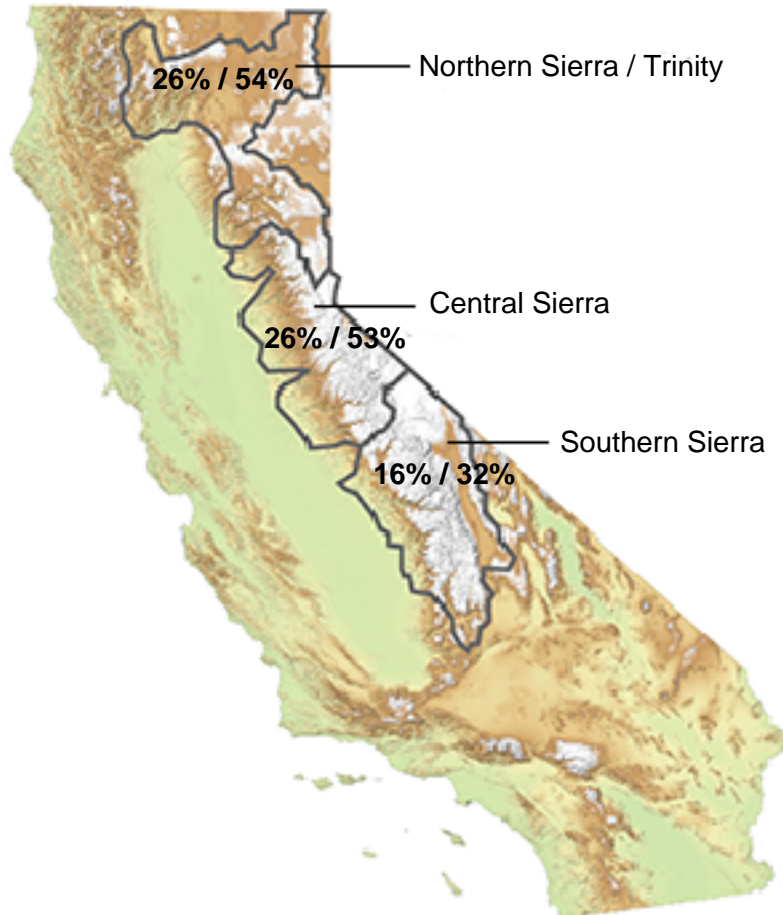




STATEWIDE SNOW WATER CONTENT

CURRENT REGIONAL SNOWPACK FROM AUTOMATED SNOW SENSORS

% of April 1 Average / % of Normal for This Date



Statewide Average: 24% / 49%

NORTH	
Data as of January 16, 2024	
Number of Stations Reporting	26
Average snow water equivalent (Inches)	7.9
Percent of April 1 Average (%)	26
Percent of normal for this date (%)	54

CENTRAL	
Data as of January 16, 2024	
Number of Stations Reporting	51
Average snow water equivalent (Inches)	7.0
Percent of April 1 Average (%)	26
Percent of normal for this date (%)	53

SOUTH	
Data as of January 16, 2024	
Number of Stations Reporting	23
Average snow water equivalent (Inches)	3.6
Percent of April 1 Average (%)	16
Percent of normal for this date (%)	32

STATE	
Data as of January 16, 2024	
Number of Stations Reporting	100
Average snow water equivalent (Inches)	6.4
Percent of April 1 Average (%)	24
Percent of normal for this date (%)	49

Data as of January 16, 2024

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.

The logo for Calleguas Municipal Water District is a blue shield-shaped emblem. It features the word "CALLEGUAS" in white, bold, sans-serif capital letters at the top. Below it, the words "MUNICIPAL WATER" and "DISTRICT" are written in smaller, white, sans-serif capital letters, stacked vertically.

CALLEGUAS

**MUNICIPAL WATER
DISTRICT**

The background of the slide is a scenic landscape photograph of Lake Sherwood. The lake is a deep blue, surrounded by green hills and a winding path. In the foreground, there are green bushes and a few yellow wildflowers. The sky is blue with some white clouds. The text is overlaid on the lower left portion of the image.

Calleguas Municipal Water District

Lake Sherwood Citizens' Advisory Committee

January 25, 2024

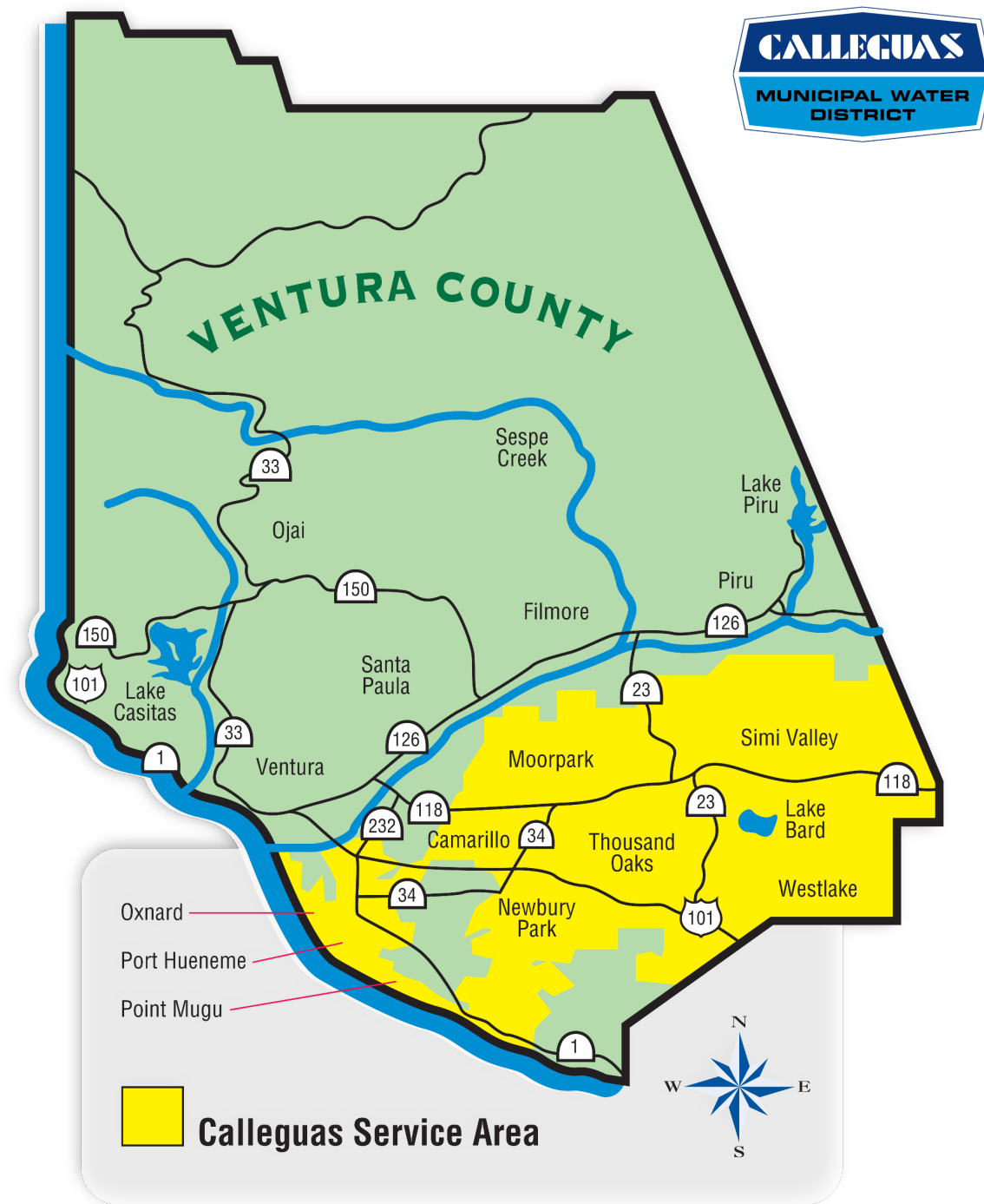
Agenda

- Introduction to Calleguas Municipal Water District
- Introduction to Metropolitan
- Water Supply Conditions
- Challenges
 - Weather Whiplash
 - Infrastructure
- Strategic Plan and Building Resiliency



Calleguas MWD

- ◆ An imported water wholesaler (of primarily State Water) to 19 water agencies and cities serving 640,000+ people.
- ◆ Formed in 1953 by local communities to develop supplemental water supplies.
- ◆ Joined the Metropolitan Water District in 1960.



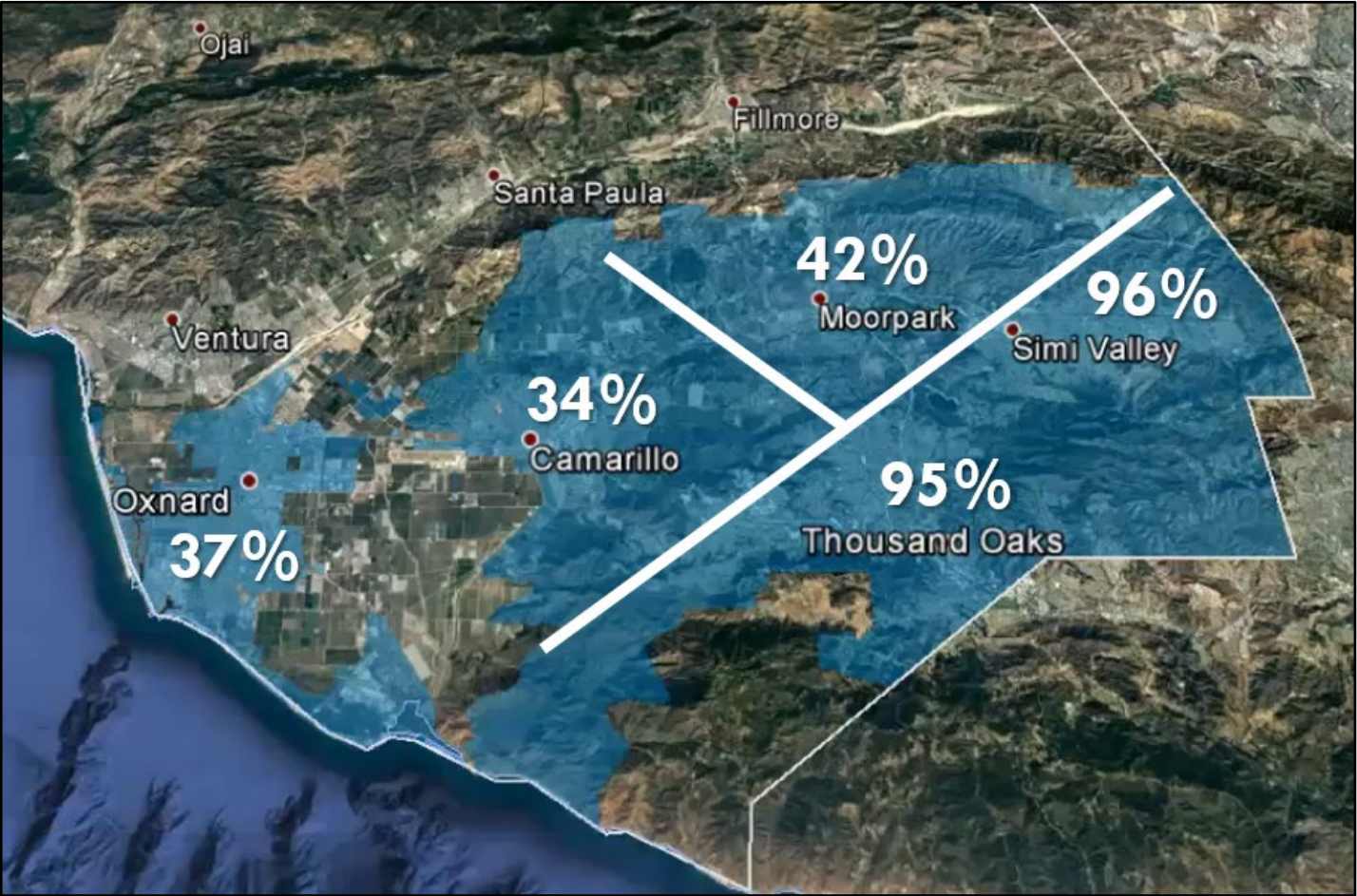
Who is Calleguas MWD?

- Independent special district governed by five-member elected board.
- Annual budget (FY 23-24): \$157M
- 80 employees – avg tenure 14 yrs!



Calleguas Purveyors

Dependence on Imported Water Supplies
(includes non-potable)



Upper Zone:



Lower Zone:



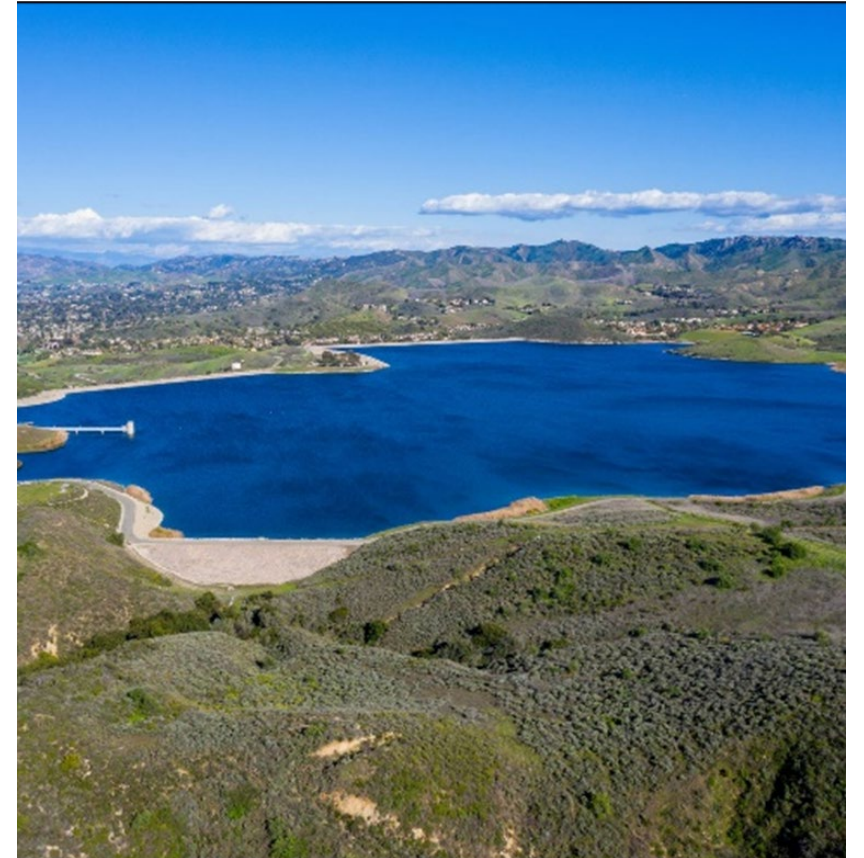
Water Supply Sources

Primary

- Metropolitan Water District water (State Water Project water) via the Santa Susana tunnel in Chatsworth
 - Imported water for 640,000+ people comes through this single connection point

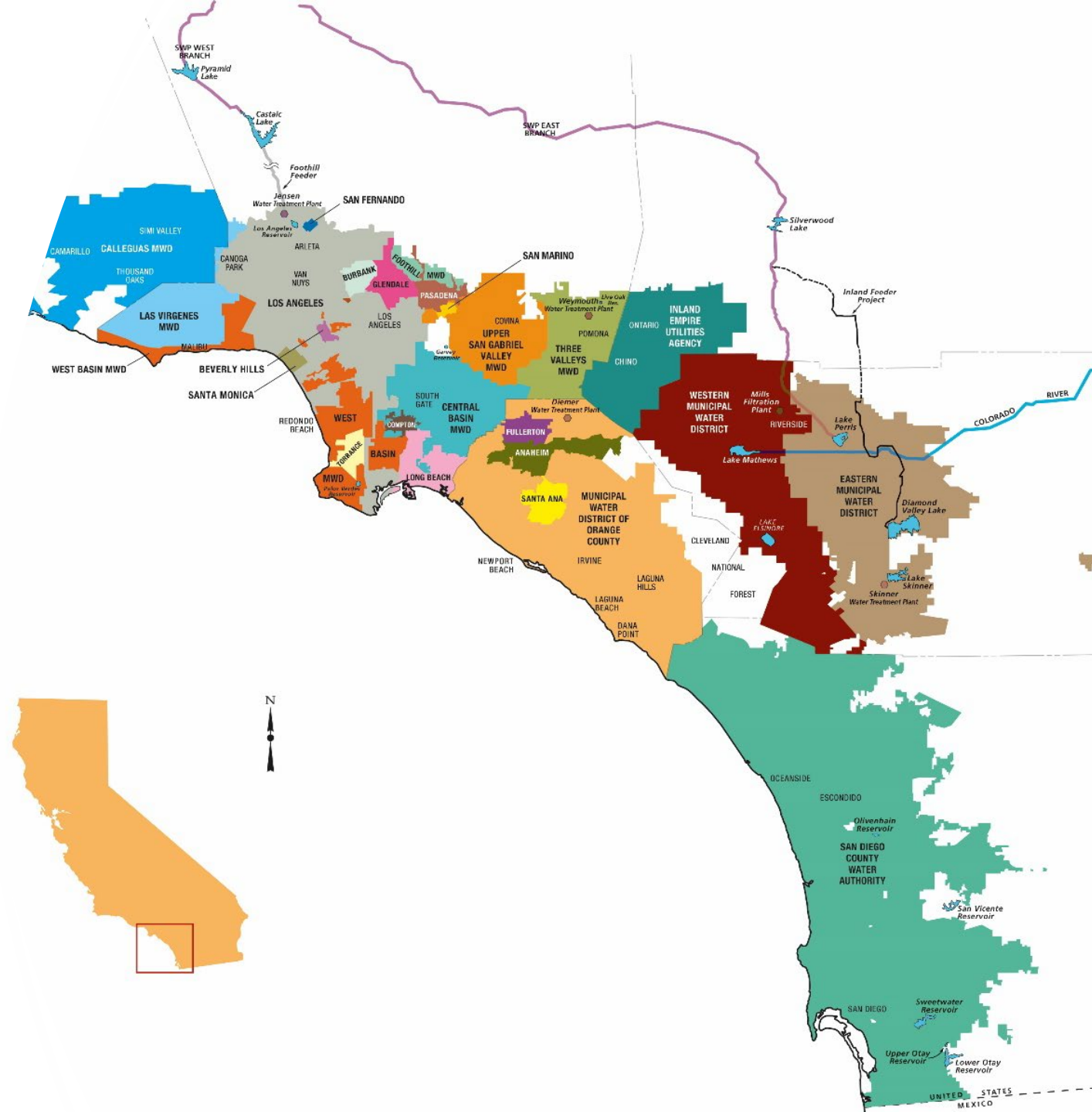
Secondary – Stored Imported Water

- Las Posas wellfield – 18 wells
- Lake Bard reservoir



Metropolitan Water District

- Nation's largest wholesale water provider
- 19 million people/5,200 square miles
- 26 member agencies in 6 counties
- Supports \$1 trillion regional economy (ranks 13 in the world)
- Imports water from Northern Sierra and the Colorado River, invests in local projects and conservation



Calleguas is a SWP Dependent Agency

TUESDAY MORNING
April 25
1972

Feather River water reaches faucets here

Water from Northern California streams should begin flowing through Camarillo faucets sometime today, according to Archie Hill, engineer-manager of Calleguas Municipal Water District.

Calleguas began receiving the Feather River water from Metropolitan Water District Monday. First to get the new water--significantly softer than Colorado River water--was Simi Valley followed by Thousand Oaks.

Water from the State Water Project began flowing into the Calleguas service area in 1972, five years after the introduction of water from the CRA.

Calleguas only receives full-service treated water supplies from Metropolitan.

Calleguas maintains a single point of connection with Metropolitan.

3 Years of Extreme Drought

Driest 3 years (2020, 2021, 2022)

Driest 3 months (January – March 2022)

Lowest 3-year total deliveries from the State Water Project (SWP)

Average Expectation for SWP	3.2 million AF
DWR's Lowest Forecast	1.0 million AF
Today	0.6 million AF



**Lake
Oroville**
California

2019

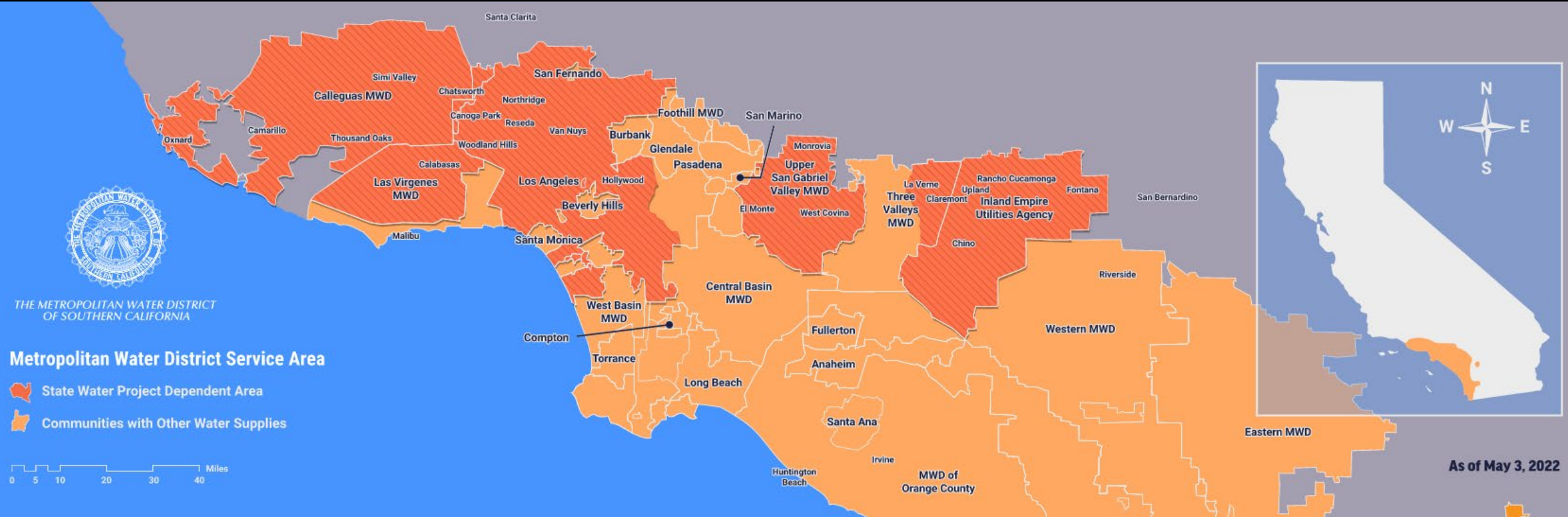


**April
2021**



**July
2021**

Water Service through the Drought



Metropolitan's Emergency Water Conservation Program (June 2022-March 2023) was implemented in only the State Water Project Dependent Areas (deep orange) within the Metropolitan Water District

Record Snowpack in 2023 – largest since 1980s!

- At its peak on April 1, snowpack measured 237% of normal
- The deepest ever recorded since the state established a network of snow sensors in the mid-1980s.

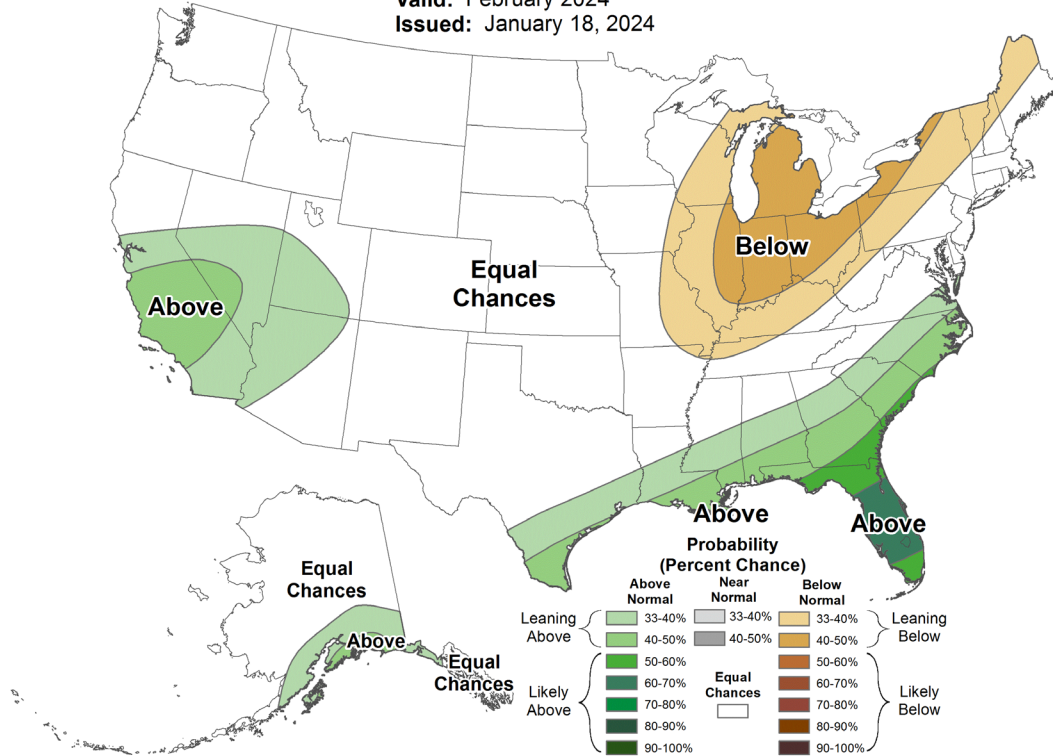


Precipitation Predictions for 2024



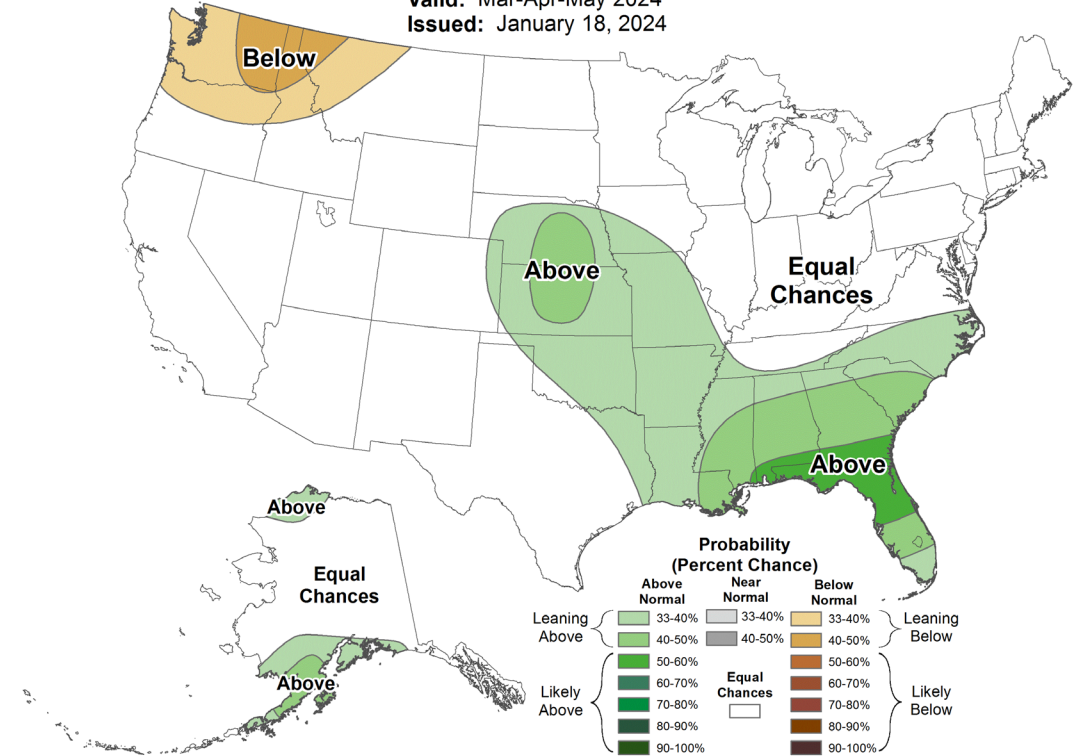
Monthly Precipitation Outlook

Valid: February 2024
Issued: January 18, 2024



Seasonal Precipitation Outlook

Valid: Mar-Apr-May 2024
Issued: January 18, 2024



- This winter, an El Niño pattern is present.
 - The North expected to experience a drier-than-normal winter
 - The South expected to experience a wetter-than-normal winter.
 - **BUT**, many variables at play and year has been drier than avg. so far in CA

Precipitation as of January 16, 2024

Precipitation Statistics (period of record: 1981-current)

Statewide as of 01/16/2024

Water Year to Date: **7.37"**

% of Average: **71%**

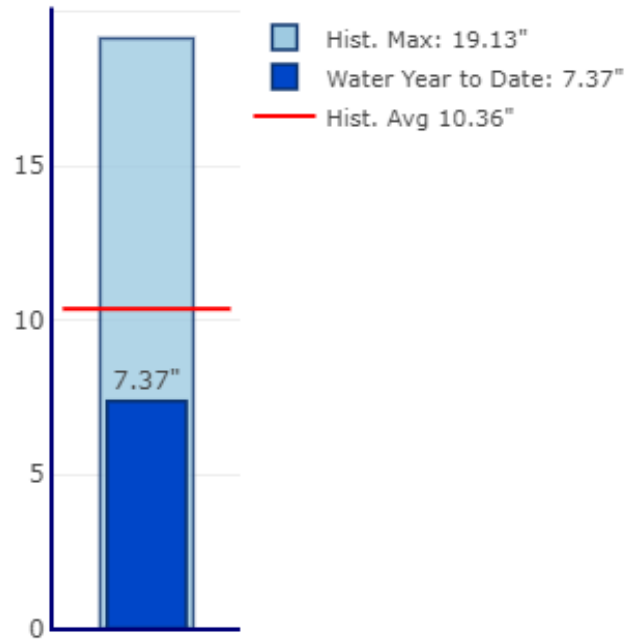
Precipitation % of average for
full water year through
September 30th: **31%**

Historical Record to Date:

Max: **19.13"**

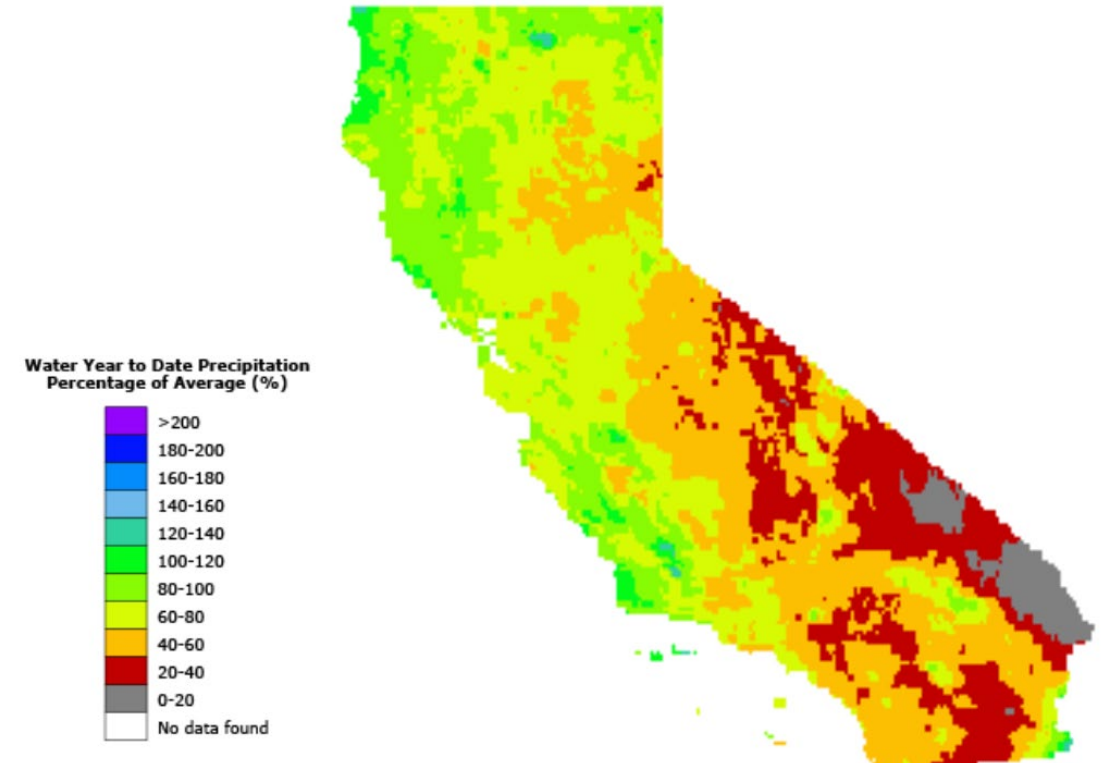
Mean: **10.36"**

Min: **1.89"**



Precipitation for water year to date is
71% of historical average

Water Year to Date Precipitation Percentage of Average (%) - 01/16/2024



California's new Water Year began Oct. 1, 2023 and ends Sept. 30, 2024.

Current California Water Conditions

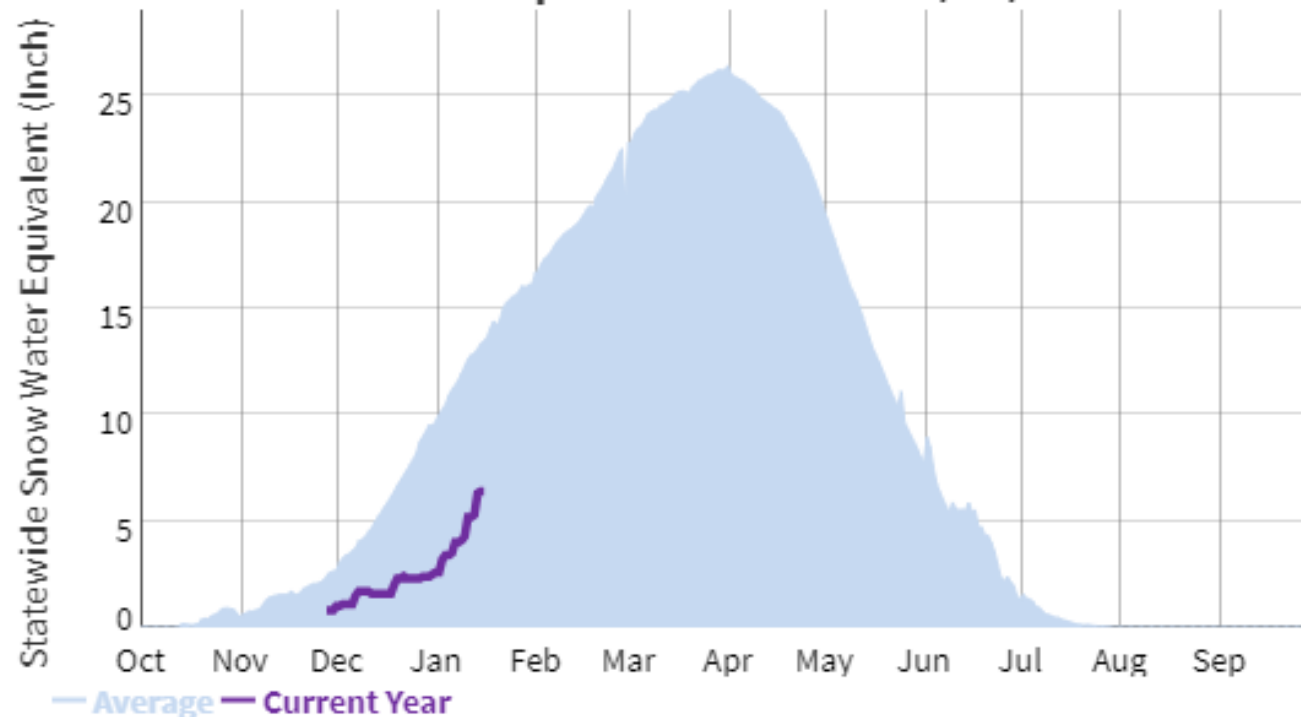
Major reservoir levels

Reservoirs get us through the dry months



114%
of average levels

Statewide Snowpack Chart as of 01/17/2024



Percent of normal to date: 53%

Percent of April 1st average: 26%



Strategic Plan Implementation

Adopted August 16, 2023

**STRATEGIC PLAN
AUGUST 2023**



Strategic Plan Implementation



Increased presence and advocacy at MWD



Organizational changes, new hires



Water Resources Implementation Strategy



Increased regional collaboration and advocacy



Staff workshops developing Visions, Purpose Statements, Goals & Objectives for each department



Actions for Water Reliability



Interconnections


- **CALLEGUAS – CRESTVIEW INTERCONNECTION**
 - Operational: 2020
 - Partner: Crestview Mutual Water Company
 - Benefits: Establish a partnership to share Crestview's groundwater during an outage
- **CALLEGUAS – LAS VIRGENES INTERCONNECTION**
 - Operational: 2024
 - Partner: Las Virgenes Municipal Water District
 - Benefits: Improve regional system resiliency of both systems during routine system maintenance or during an outage
- **CALLEGUAS – VENTURA INTERCONNECTION**
 - Operational: 2027
 - Partner: City of Ventura
 - Benefits: Provides additional supply for Calleguas during an outage, that is not dependent on the Metropolitan system. Supply consists of Ventura's groundwater, surface water, and planned WaterPure Project supplies





WRIST

Water Resources Implementation Strategy



Water Resources Implementation Strategy (WRIST)

- Water Resources Implementation Strategy (WRIST):
 - WRIST commenced this summer
 - Engages regional water partners across Ventura County
 - Creates a collaborative process to develop a preferred portfolio of projects and options to support long-term supply reliability and resiliency across the county
- WRIST Phases:
 - Phase 1 – Water Resource Portfolio Development and Regional Consensus Building
 - Phase 2 – Regional Implementation and Engagement
 - Phase 3 – Program Delivery and Adaptive Management



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Manager of Water Resources

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4. DISTRICT STAFF REPORT

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 presenting, before the Ventura County Board of Supervisors

02/27/24 Resolution Revising Parts 1,2,3,4,6,9 and 10
of the Rules and Regulations

R&R Discussion:

As business and operations change the Districts' R&Rs are updated and presented to your Board for approval. It is understood that minor revisions that do not change the intent of the R&Rs can be made without Board approval. Substantive R&Rs changes will be outlined and presented to your Board for approval. Upon adoption of the R&Rs, the prior posting of the R&Rs will be retired, and the revised version will be made publicly available on the Public Works Agency Water and Sanitation (PWA-WS) website. Appendix A details the historical changes to the R&Rs. Appendix A also includes the effective Board approval date and affected Part number references.

On February 7, 2023, your Board adopted Resolution 23-016 revising the Districts' R&Rs as publicly posted on the PWA-WS website, and to capture business changes, staff propose revisions to the Districts' R&Rs as shown in the attached Exhibit 1.

Sections edited to update content and renumbered for consistency are summarized in Exhibit 2, substantive changes are as follows:

- Part 1:
 - Section A, Rule 1-A-10, *Definition of Terms*, defines the role of property owner includes notifying the District regarding the intent to sell property for preparation of final bill payment. Property management companies providing proof of power of attorney to work on behalf of the property owners will be allowed access to account information.
 - Rule 1-A-12, *Definition of Business* was added to list the District Administrative Office location, mailing address, phone number, online service URL, and hours of operation.
 - Rule 1-A-37, *Water and Sanitation Department*, Director definition was edited to include that the Director is the designated representative for the Waterworks District Constituency Group on the Las Posas Valley Ground Water Adjudication Policy Advisory Committee. A description for the Deputy Director was added, including the same language above regarding being a designated representative.
 - Section G, Rule 1-G-3, *Automatic Fire Sprinkler Service Connections* require customers replacing check valve devices to schedule shutdown with the District. The customer is liable for any damage to the district meter and or meter reading equipment.
- Part 2:
 - Section A, Rule 2-A-2, *Trust Deposit*, the word "existing" was removed because customers with a new account may have been a prior customer with a closed account. The prior demonstrated payment history will determine waiving the trust deposit.
 - Section C, Rule 2-C-8, *Service Turned Off for Non-Payment, Partial Payment*, the word "check" was changed to payment as the payment may be other than a check. A new rule now states that if there is more than one service or multiple accounts all are subject to shut-off when one account is delinquent. When water is provided to customers through more than one service at the same or different locations, all such services may be shut off when a bill from one account becomes delinquent.
 - Section C, Rule 2-C-9, *Placement of Tax Lien*, upon payment of the lien, the release of the lien with County Recorder is the responsibility of the property owner.
 - Section C, Rule 2-C-12, *Sale of Property* was added to allow a property lien to be placed upon intent to sell property, with Government Code Section 54300, allowing

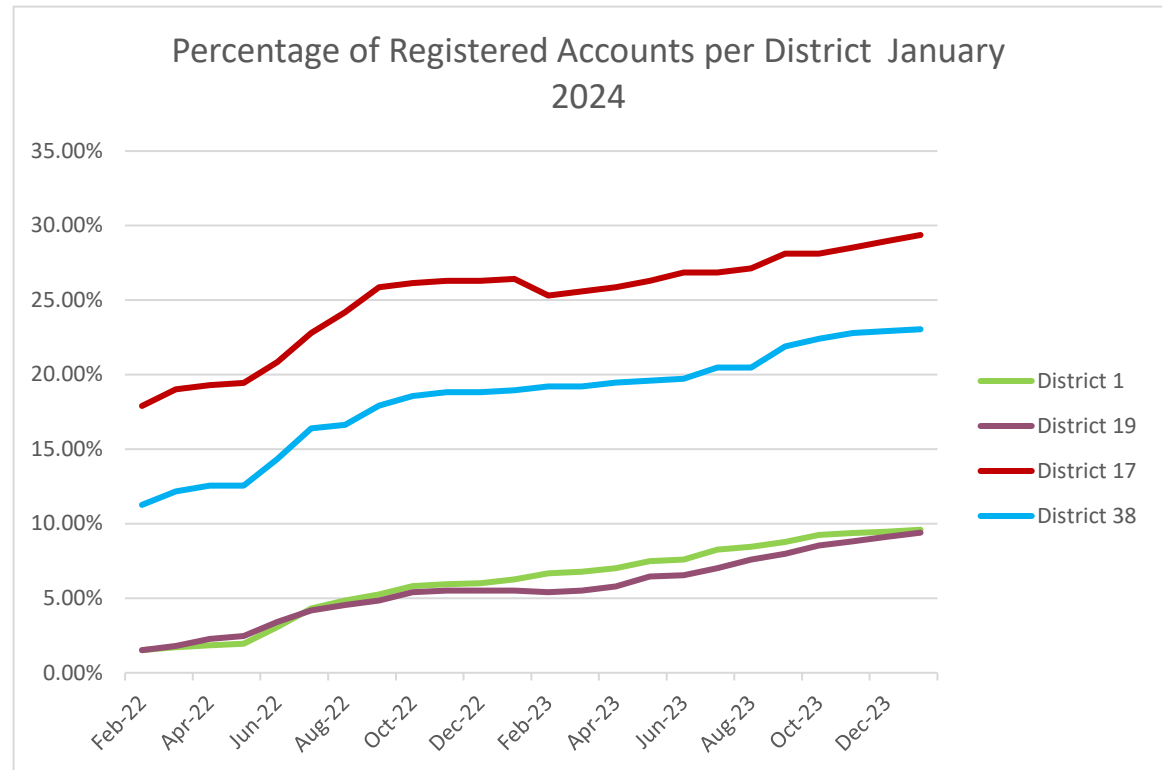
- the District to collect the final bill via lien. Revenue has been lost because once the property is sold the property lien option to collect is no longer available, and collections has historically not collected the final billed amounts where the prior owner refuses to pay. Non payments can lead to the eventually increase in rates.
 - Section C, Rule 2-C-13, *Fire Protection Services*, was added, because these vital services continue even when other services are requested to be stopped.
- Part 3:
 - Section B, *Capital Improvement Charges and Local System Improvement Charges*, Rule 3-B-12, was added to define when connection, capital improvement, or sewer connection fees are exempt or charged regarding Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU).
- Part 4:
 - Section A, Rule 4-A-1, *Water Saving Devices*, Assembly Bill 1668 and Senate Bill 606 passed in 2018 by the California Legislature establishes the urban water retailer must meet performance measures and makes conservation and drought planning a way of life. With this responsibility customers are required to participate in conservation by monitoring water usage using an Advanced Meter Infrastructure (AMI) portal available at no cost from the PWA-WS website. The District will monitor continuous water usage and notify customers to locate and fix possible leaks and curb water waste.
 - Section B, Rule 4-B-6, *Discontinued Service*, allows the Director or authorized representatives to discontinue service due to unduly or unnecessarily wasted water usage.
 - Section C, new due to Rule 4-C-1, *Legislation*, regarding California Assembly Bill 1572 prohibiting the use of potable water for irrigation of nonfunctional turf located on commercial, industrial, and institutional properties and on properties of homeowner's associations, common interest developments, and community service organizations or similar entities.
- Part 6:
 - Section F, Rule 6-F-3, *Off-Site Recycled Water Facilities*, includes the Director's authority to sign reimbursement agreements up to two hundred thousand dollars.
- Part 9:
 - Section B, *Water Systems for Developments Within the District Which Are Not In An Improvement Zone*, Rule 9-B-13.2 was corrected a thirty-day process for plan check, which is correctly stated in Part 10, Rule 10-G-6. Rule 9-B-14 clarifies that the Board delegates authority to the Director to enter into agreements with developers.
- Part 10:
 - Section D, E, F, and G for consistency and accuracy replaces Engineer with the District as the contact and/or approver. Section F, Rule 10-F-5, and Section G, Rule 10-G-2, and 10-G-7 clarifies Construction Standards, submittals, and now includes additional standards approved by the District Board. Rule 10-G-16 adds a signature block on the approval of drawing sheets.

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 implement within the District.

Total Accounts per district			
District 1	District 19	District 17	District 38
11011	1053	715	781

Month	District 1	District 19	District 17	District 38
Jan-24	9.60%	9.40%	29.37%	23.05%
Feb-22	1.53%	1.52%	17.90%	11.27%
Mar-22	1.72%	1.80%	19.02%	12.16%
Apr-22	1.84%	2.28%	19.30%	12.55%
May-22	1.94%	2.47%	19.44%	12.55%
Jun-22	3.06%	3.42%	20.84%	14.34%
Jul-22	4.31%	4.18%	22.80%	16.39%
Aug-22	4.85%	4.56%	24.20%	16.65%
Sep-22	5.27%	4.84%	25.87%	17.93%
Oct-22	5.82%	5.41%	26.15%	18.57%
Nov-22	5.94%	5.51%	26.29%	18.82%
Dec-22	6.01%	5.51%	26.29%	18.82%
Jan-23	6.28%	5.51%	26.43%	18.95%
Feb-23	6.68%	5.41%	25.31%	19.21%
Mar-23	6.78%	5.51%	25.59%	19.21%
Apr-23	7.03%	5.79%	25.87%	19.46%
May-23	7.48%	6.46%	26.29%	19.59%
Jun-23	7.60%	6.55%	26.85%	19.72%
Jul-23	8.26%	7.03%	26.85%	20.49%
Aug-23	8.46%	7.60%	27.13%	20.49%
Sep-23	8.77%	7.98%	28.11%	21.90%
Oct-23	9.25%	8.55%	28.11%	22.41%
Nov-23	9.38%	8.83%	28.53%	22.79%
Dec-23	9.46%	9.12%	28.95%	22.92%



4. DISTRICT STAFF REPORT

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

None

I. OPERATIONS AND MAINTENANCE QUARTERLY REPORT

- An update on Operations and Maintenance for the 4th quarter of Fiscal Year 2023.



District 38 O&M Updates

FY 2024 – Second Quarter (Oct. 1, 2023 to Dec. 31, 2023)

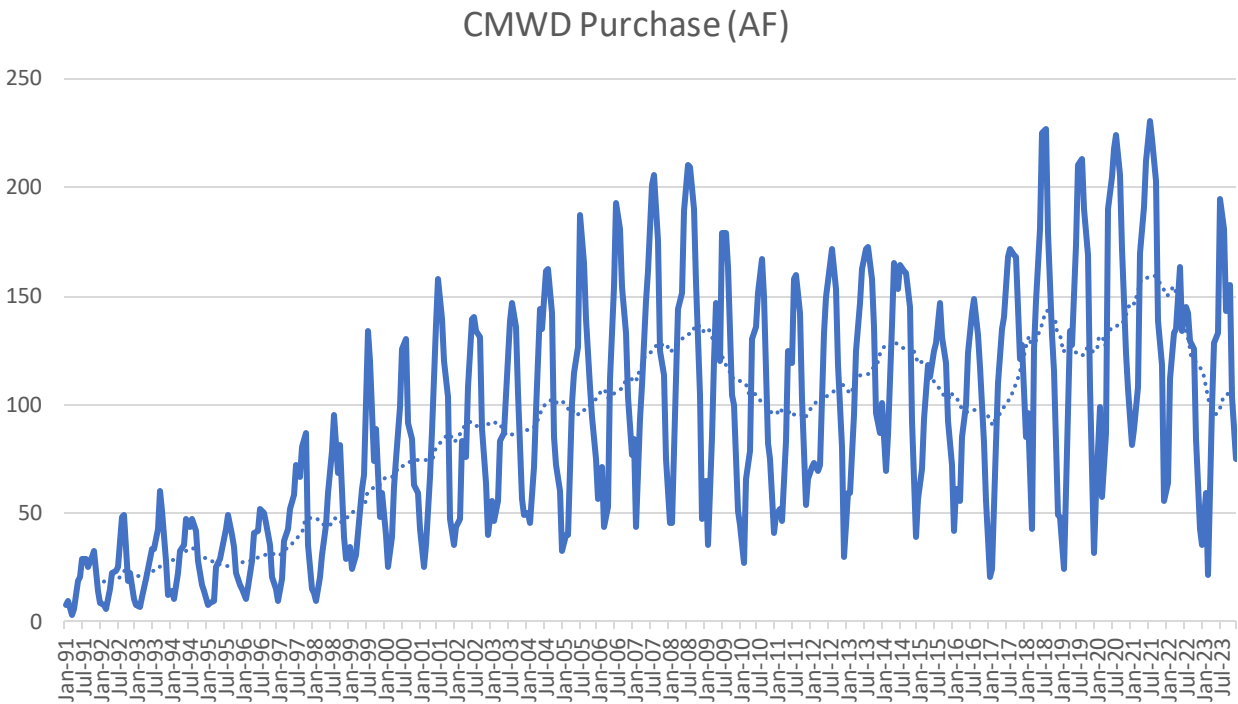
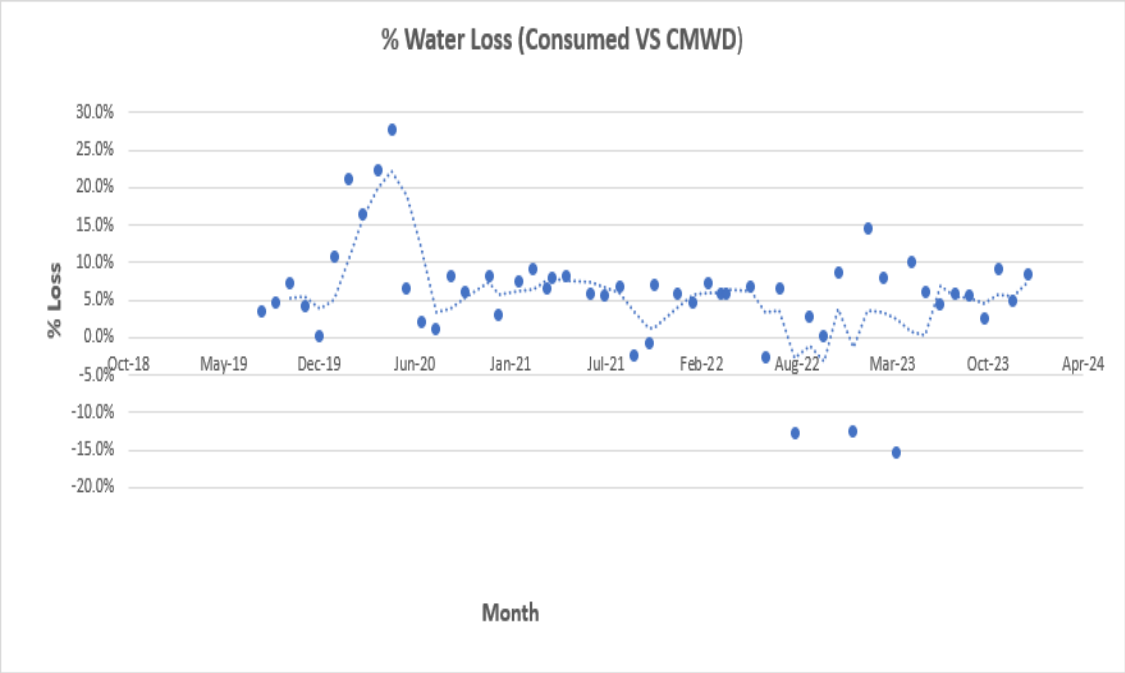
Operations & Maintenance – Distribution Repairs

- ▶ Main Line Repairs: 0
- ▶ Service Line Repairs: 1
- ▶ Hydrant Leaks: 0
- ▶ Fire Flow Tests: 0
- ▶ Flushed 40 end-of-line locations
- ▶ Replaced Zone 3 Pump Station 6" meter

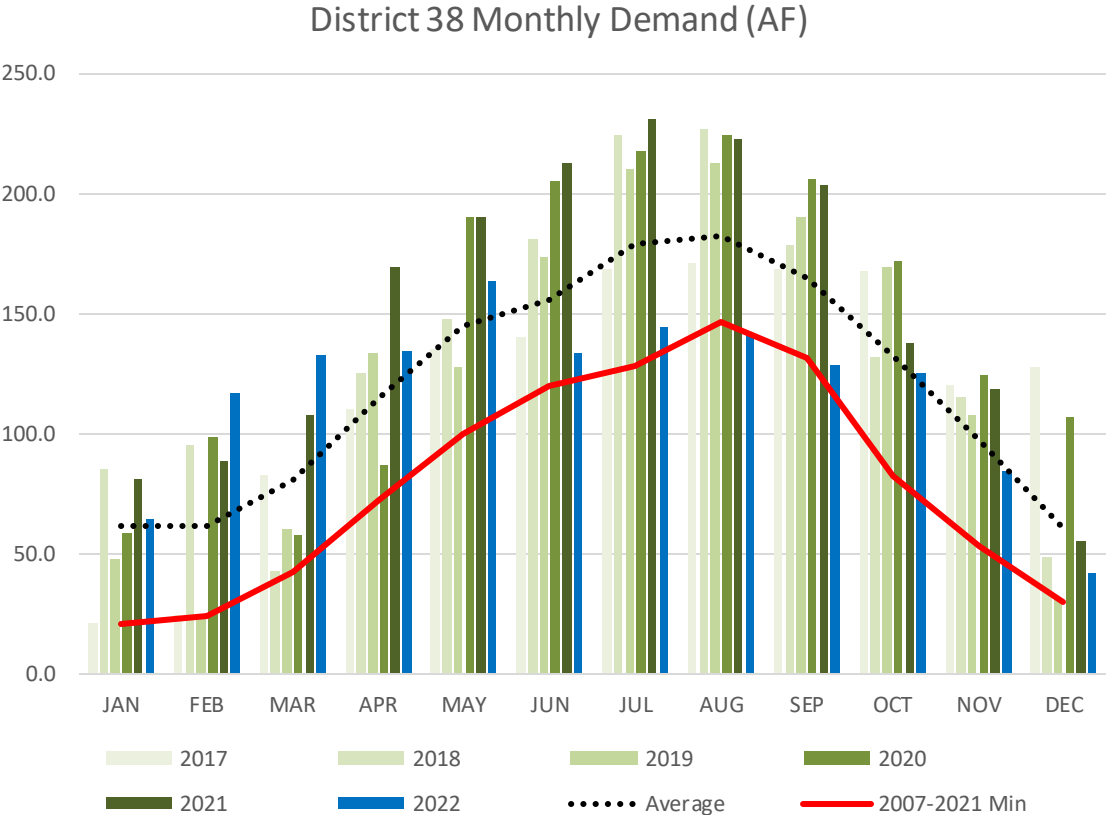
Operations & Maintenance – Source Water

► CMWD

- 333.5 AF Delivered
- 25.6 AF (7.7%) Water Loss in Quarter

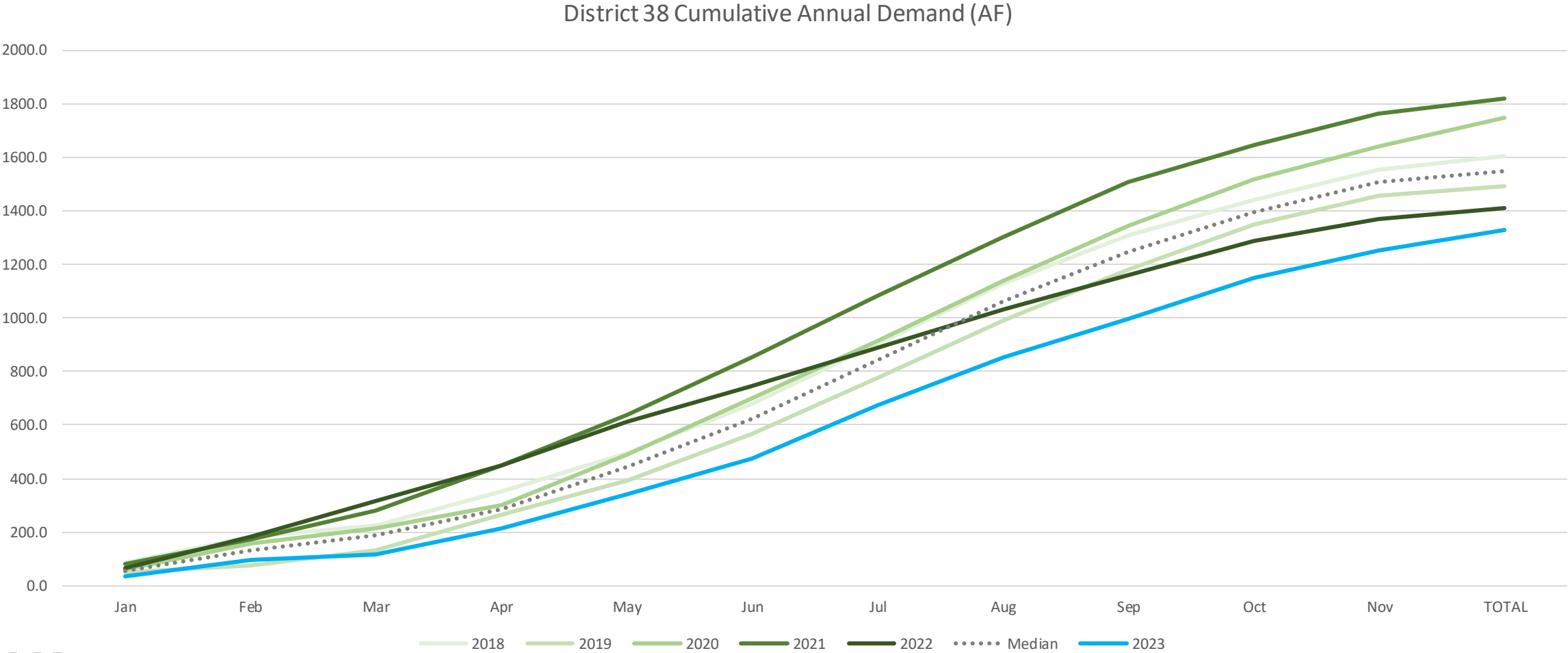


Operations & Maintenance – Purchases (AF)



	2018	2019	2020	2021	2022
JAN	85.5	48.2	58.9	81.1	64.1
FEB	95.7	24.6	98.6	89.0	116.6
MAR	42.6	60.7	57.4	107.9	132.6
APR	125.7	133.5	87.2	169.6	134.7
MAY	147.4	127.5	190.2	190.6	163.5
JUN	181.1	173.8	204.9	212.5	134.0
JUL	224.6	210.7	218.1	231.3	144.6
AUG	226.9	212.7	224.4	222.5	142.1
SEP	178.8	190.4	206.0	203.4	129.0
OCT	131.6	169.3	171.8	138.2	125.6
NOV	115.1	107.9	124.2	118.7	84.3
DEC	48.9	31.5	106.8	55.2	42.3

Cumulative Periodic and Annual Demands



Customer Service and Meter Reading

- ▶ Customer Account Activity (turn on/off)
 - ▶ \$1,032 labor
- ▶ Customer Service Orders (check for leaks, verify reads, pressure, etc.)
 - ▶ \$1,225 labor
- ▶ Line Locations
 - ▶ \$984 labor
- ▶ Meter Replacements
 - ▶ \$2,630 labor for 12 meters
- ▶ New webpage to promote Customer Portal:
 - ▶ <https://www.vcpublicworks.org/wsd/customerportal/>

Operations & Maintenance – Looking Forward

- ▶ Pump Station Design



Questions?

5. COMMITTEE MEMBERS' COMMENTS/ FUTURE AGENDA
ITEMS

6. ADJOURNMENT

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