

Central Services
Joan Araujo, Director

Engineering Services
Anastasia Seims, Director

Roads & Transportation
Anitha Balan, Director

Water & Sanitation
Vacant, Director

Watershed Protection
Vacant, Director

March 12, 2026

**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 March 19, 2026**, from 2:00 p.m. to adjournment at the **Water & Sanitation, 6767 Spring Road, Moorpark, CA 93021**

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 (2:00 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 March 16, 2026, if you are unable to participate on the call.

Sincerely,



Paul Chan P.E.
Water & Sanitation Director



AGENDA OF THE MEETING

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF DECEMBER 9, 2025 MEETING.
3. PUBLIC COMMENTS - Members of the public may address the Citizens' Advisory Committee (CAC) on items of interest to the public that is within the subject matter jurisdiction of the Committee but does 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. PROJECTS
 - CAPITAL PROJECTS - The Capital Project Status Report provides regular reporting on the status of active capital projects within the District.
 - C. O&M UPDATE
 - WATER SALES TO BUDGET, SYSTEM STATUS, AND AMI
 - COMPLAINTS, OUTAGES, AND WATER QUALITY
5. 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. LAS POSAS VALLEY WATERMASTER - An update on decisions and/or rulings by the LPV Watermaster and LPV Policy Advisory and Technical Advisory Committees.
 - B. CALLEGUAS MUNICIPAL WATER DISTRICT/METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA – An update on decisions and rulings by these agencies which may impact the District.

C. BOARD OF SUPERVISORS AGENDA ITEMS – A report on Ventura County Board of Supervisors items the district may be presenting or has recently been presented.

6. PUBLIC OUTREACH – Any specific outreach efforts the District has accomplished concerning water conservation, or other issues.

7. COMMITTEE MEMBERS COMMENTS/FUTURE AGENDA ITEMS ADJOURNMENT

The next regularly scheduled District 38 CAC meeting will be held on June 18, 2026

**CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 38
MINUTES OF THE DECEMBER 09, 2025, MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Nathan Stockmeir, Ron Goldman, and Ted Nordblum

COMMITTEE MEMBERS ABSENT: Thomas Gentile, Geoffrey Patterson

COMMITTEE MEMBER VACANCY: none

STAFF: Jeff Palmer, Assistant Agency Director
Paul Chan, W&S Director
Art Aseo, Deputy Director W&S O&M
Jean Fontayne, Staff Services Manager-zoom
Sean Hanley, Water Superintendent-zoom
Sara Negrete, Principal Accountant-zoom

GUESTS:

1. CALL TO ORDER
The meeting was called to order at 2:01 p.m.
2. APPROVAL OF THE MINUTES OF AUGUST 14, 2125 AND SEPTEMBER 18, 2025, MEETINGS Mr. Stockmeir moved to approve the minutes. All approved.
Vote: Ayes - 3, Nays - 0, Absent - 2
3. PUBLIC COMMENT
None
4. DISTRICT STAFF REPORT –
 - A. BUDGET AND FINANCIAL REVIEW– An update on the budget and financial status of the District.
 - Accounting data is three months behind, Data from Sept Imported water is higher in usage by 30% coming out of the summer.
 - Beginning balance 9 Million. Total ending balance will be 9.4 Million
 - We are developing a Master Plan for infrastructure health to be done in 2027.
 - B. PROJECTS
CAPITAL PROJECTS – It is suggested we will sit down and discuss in the future.
 - None
 - C. OPERATIONS AND MAINTENANCE QUARTERLY REPORT
 - 1 Water quality complaint – pressure gauge faulty
 - AMI – steadily growing in usage

5. DIRECTORS INFORMATIONAL ITEMS – Provides the opportunity for the Director to present items that are not within the subject matter of the District's Staff Report
 - Customer engagement portal (CEP) – will start the billing process and show AMI data all on one portal.
6. LAS POSAS VALLEY WATERMASTER – An update on decisions and/or rulings by these agencies which may impact the District.
7. CALLEGUAS MUNICIPAL WATER DISTRICT/METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA – An update on decisions and rulings by these agencies which may impact the District.
 - Assembly flow Legislation 367 for fire flow. Must have flow of water for a fire continuous for 24 hours. We are doing analysis now. Fiscal impact is not known. Who makes the determination on the capacity needed? Who makes the determination on the critical infrastructure? Paul will get back to the CAC Board on the impacts.
8. BOARD OF SUPERVISORS AGENDA ITEMS-A report on Ventura County The Board of Supervisors items the district may be presenting or has recently been presented.
 - 12/16/2025 Water Rate Increase WWD38
9. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
 - What makes the determination on decorative grass? The grass along the curbs, is that considered private or public? Can we keep that? Paul will get back to us at the next meeting.

ADJOURNMENT

The meeting was adjourned at 2:24 p.m.

The next meeting is scheduled for March 19, 2026, Thursday at 2:00 p.m.

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

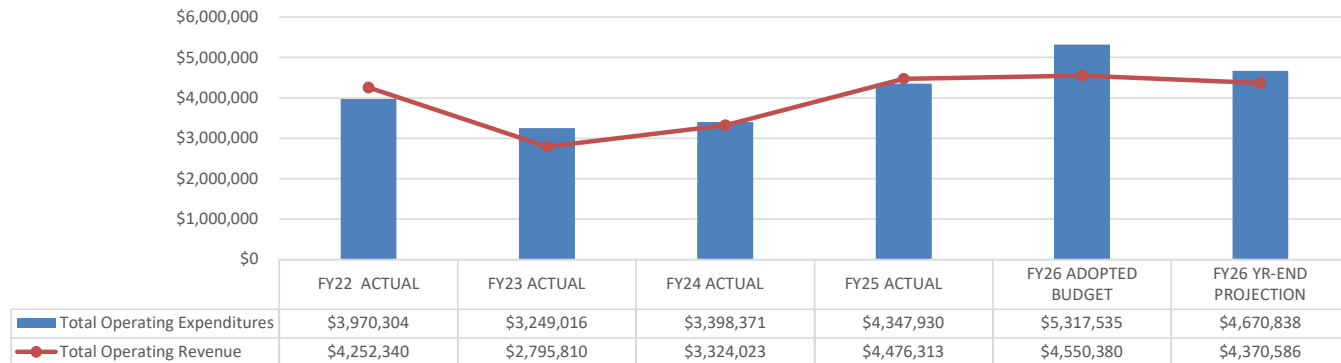
For the Accounting Period ending December 31, 2025

**WW#38 Lake Sherwood
ADHOC SUMMARY REPORT**

Budget to Actual Analysis

OPERATING FUND	FY22 ACTUAL	FY23 ACTUAL	FY24 ACTUAL	FY25 ACTUAL	FY26 ADOPTED BUDGET	FY26 YR-END PROJECTION	Actual (thru December) (AP6)	% Actual vs Budget
Operating Revenue:					a		b	b/a
Water Sales	\$4,193,647	\$2,714,518	\$3,243,430	\$4,396,997	\$4,477,997	\$4,288,214	\$1,871,323	42%
Other Revenue	\$58,693	\$81,292	\$80,592	\$79,315	\$72,383	\$82,373	\$52,077	72%
Total Operating Revenue	\$4,252,340	\$2,795,810	\$3,324,023	\$4,476,313	\$4,550,380	\$4,370,586	\$1,923,400	
Operating Expenditure:								
Direct Cost								
Imported Water (Calleguas)	\$3,074,432	\$2,236,157	\$2,674,208	\$3,516,188	\$3,441,403	\$2,890,440	\$1,713,184	50%
Total Direct Cost	\$3,074,432	\$2,236,157	\$2,674,208	\$3,516,188	\$3,441,403	\$2,890,440	\$1,713,184	50%
Gross Margin (Water Sales - Direct Cost)	\$1,177,908	\$559,653	\$649,815	\$960,125	\$1,108,978	\$1,480,146	\$210,216	
Less: Indirect Operating Cost								
System Maint. Repairs & Replac.	\$159,241	\$314,965	\$68,310	\$40,167	\$233,600	\$252,675	\$50,176	21%
O&M Labor	\$394,432	\$329,844	\$297,746	\$398,012	\$625,250	\$464,253	\$211,201	34%
Other O&M Cost	\$342,198	\$368,050	\$358,107	\$393,563	\$1,017,282	\$1,063,470	\$204,098	20%
Total Indirect Operating Cost	\$895,871	\$1,012,859	\$724,163	\$831,741	\$1,876,132	\$1,780,398	\$465,475	
							\$2,178,659	
TOTAL NET COST	\$282,036.1	(\$453,205.8)	(\$74,348.7)	\$128,383.2	(\$767,154.4)	(\$300,251.5)	(\$255,258.7)	

OPERATING EXPENDITURES vs OPERATING REVENUE



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

For the Accounting Period ending December 31, 2025								
Waterworks District #38 Lake Sherwood								
ADHOC Details Report								
1	Total Beginning Balances		\$7,816,588	\$8,296,521	\$8,970,210	\$8,970,210		\$8,970,210
2	Total Ending Balances		\$8,296,521	\$8,970,210	\$8,443,237	\$8,795,436		\$9,013,066
3								
4	Total Proposed Targets		\$1,174,265	\$1,526,682	\$1,777,183	\$731,797		1,596,530.80
5	Alert		ok	ok	ok	ok		ok
6	O&M/ Rate Stab Fund		FY24 ACTUAL	FY25 ACTUAL	FY26 ADPT BUDGET	FY26 ACTUAL	FY26 Actual/ Budget %	FY26 YR-END PRJ
7	Beginning Balances		\$2,126,319	\$2,050,652	\$2,179,035	\$2,179,035		\$2,179,035
8	O&M Revenue							
9	Interest Earnings		-	-	-	\$0		\$0
10	Planning and Eng. Svcs External		37,247	28,255	26,809	\$27,721		27,721
11	Permit & Line Ext. Fees		9,647	8,305	8,130	\$5,732		\$8,130
12	Meter, Other Sales and Misc Rev.		33,698	42,756	37,444	\$18,624		\$46,522
13	Water Sales		3,243,430	4,396,997	4,477,997	\$1,871,323		\$4,288,214
14	Total - O&M Revenue		\$3,324,023	\$4,476,313	4,550,380	\$1,923,400		\$4,370,586
15	O&M Expenditure							
16	System Maint. Supp. & Contract		68,310	40,199	249,600	\$50,176	20%	\$268,675
17	Indirect Cost Recovery		23,751	11,059	10,322	\$5,161	50%	\$10,322
18	Misc. Expense		29,301	24,630	103,001	4,976.7	5%	\$107,277
19	Other Professional Svcs		3,600	9,561	410,000	\$0	0%	\$450,347
20	Small Tools & Minor Equipment		0	-	45,600	\$0	0%	\$43,628
21	Federal State Permits and Fees		8,586	11,201	-	\$9,735	0%	\$9,735
22	O&M Labor		297,746	398,012	625,250	\$211,201	34%	\$464,253
23	Mgmt & Admin Svcs		116,900	127,500	161,100	\$80,600	50%	\$161,100
24	Eng. & Tech. Surveys		-	691	62,200	\$0	0%	\$62,200
25	Water Analysis		7,543	6,911	8,500	\$2,089	25%	\$8,500
26	Cross Connection Fees		4,026	4,145	5,000	\$829	17%	\$829
27	Water Purchase		2,622,618	3,453,606	3,376,403	\$1,688,009	50%	\$2,817,521
28	Water System Power		51,590	62,582	65,000	\$25,176	39%	\$72,919
29	Depreciation Expense		146,469	146,066	146,469	\$73,735	50%	\$146,469
30	Contribution to other Funds		5,426	-	20,090	\$0	0%	\$20,090
31	Meter Purchases		12,505	51,766	25,000	\$26,972	108%	\$26,972
32	Conservation Program		-	-	4,000	\$0	0%	\$0
33	Contingencies		-	-	-	\$0	0%	\$0
34	CFR Adjustment - Depreciation adj		1,317.8		-	\$0	0%	\$0
35	Total - O&M Expenditure		\$3,399,689	\$4,347,930	5,317,535	\$2,178,659		\$4,670,838
36	Net of Operation		(\$75,667)	\$128,383	(\$767,154)	(\$255,259)		(\$300,252)
37	Transfer to/fr Capital Reserve		\$0	\$0	\$0	\$0		\$0
38	Reserve for Cap. Deprec		\$0	\$0	\$0	\$0		\$0
39	Ending Fund Balance		\$2,050,652	\$2,179,035	\$1,411,881	\$1,923,777		\$1,878,784
40								
41	Minimum Balance							
42	25%	of O&M expenses	\$849,922	\$1,086,982	\$1,329,384	\$544,665		\$1,167,709
43	10%	of rate revenue	\$324,343	\$439,700	\$447,800	\$187,132		\$428,821
44								
45	O&M Analysis:							
46	% of Water Cost/Water Sales		81%	79%	75%	90%		66%
47	% of O&M Labor/Water Sales		9%	9%	14%	11%		11%
48	Gross Profit : (Water Sales less Water Cost&Power)		\$569,222	\$880,809	\$1,036,595	\$158,139		\$1,397,774
49	Net Profit (Net Result of Operation)		(\$75,667)	\$128,383	(\$767,154)	(\$255,259)		(\$300,252)
50	Net Profit Margin (Net Profit/ Revenue)		-2%	3%	-17%	-13%		-7%
51								

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

52								
			FY24	FY25	FY26 ADPT	FY26	FY26	
Acquisition&Replacement Fund			ACTUAL	ACTUAL	BUDGET	ACTUAL	Actual/ Budget %	FY26 YR-END PRJ
54	Beginning Balances		\$5,690,270	\$6,245,869	\$6,791,175	\$6,791,175		\$6,791,175
55								
56	Capital Sources of Funds							
57	Interest Earning		\$ 334,336	\$ 377,739	283,712.0	\$0		\$379,118
58	Capital Improv. Charges		\$ 75,195	\$ 22,455	-	\$7,520		\$7,520
59	Depreciation Expense	CY Funded	\$ 146,469	\$ 146,066	146,469.0	\$73,735		\$146,469
60	Total - Capital Sources of Funds		\$556,000	\$546,260	\$430,181	\$81,255		\$533,107
61	Capital Uses of Funds							
62	Water System Improv & Construction Proj							
63	System Improvements/Replacement		\$ 401	\$ 954	40,000.0	\$770	2%	\$40,000
64	Water System Replacement		\$ -	\$ -	50,000.0	\$0	0%	\$50,000
65	Water Construction Project		\$ -	\$ -	100,000.0	\$0		\$100,000
66	Other Equipment		\$ -	\$ -	-	\$0		\$0
67	Contingencies		\$ -	\$ -	-	\$0		\$0
68	Contributions-ISF & Other Funds		\$ -	\$ -	-	\$0		\$0
69	Total - Capital Uses of Funds		\$401	\$954	190,000.0	\$770		\$190,000
70	Net Capital Fund Balance		\$ 555,599	\$ 545,306	\$240,181	\$80,485		\$343,107
71	Transfer to/fr O&M / Rate Stabilization Fund		\$0	\$0	\$0	\$0		\$0
72	Ending Fund Balance		\$6,245,869	\$6,791,175	\$7,031,356	\$6,871,660		\$7,134,282

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

For the Accounting Period ending December 31, 2025		A	B	C	D	E	F	H
		ACTUAL	ADOPTED BUDGET	CURRENT PERIOD FY 26			% of	Year-End Projection
DESCRIPTION		FY 25	FY 26	EXP/REV	ENC	TOTAL	Act/Bud	06/30/26
EXPENDITURES								
1	<u>NON CAPITALIZED EXPENDITURES:</u>							
2	System Improvements/Replacement	1.0	40.0	0.8	0.7	1.5	1.9%	40.0
5	Sub-Total Non Capitalized Expenditures	1.0	40.0	0.8	0.7	1.5	1.9%	40.0
6	<u>WATER SYSTEM IMPROVEMENT/REPLACEMENT:</u>							
7	Water System Replacement	0.0	50.0	0.0	0.0	0.0	0.0%	50.0
10	Sub-Total Water System Improvement	0.0	50.0	0.0	0.0	0.0	0.0%	50.0
11	<u>WATER CONSTRUCTION PROJECT</u>	0.0	0.0	0.0	0.0	0.0		0.0
12	Water Construction Project	0.0	100.0	0.0	0.0	0.0	0.0%	100.0
13	Other Equipment	0.0	0.0	0.0	0.0	0.0		0.0
15	Sub-Total Water Water Construcrion Project	0.0	100.0	0.0	0.0	0.0	0.0%	100.0
16	Total Expenditures	1.0	190.0	0.8	0.7	1.5	1.9%	190.0
17	REVENUES						0.0%	
18	Interest Earning	377.7	283.7	0.0	0.0	0.0	0.0%	379.1
19	Capital Improv. Charges	22.5	0.0	7.5	0.0	7.5	0.0%	7.5
22	Total Revenues	400.2	283.7	7.5	0.0	7.5	2.7%	386.6
23	Net of Operation	399.2	93.7	6.7	(0.7)	6.0		196.6
24	Beginning Capital Fund Balance	6,245.9	6,791.4	6,791.4		6,791.4		6,791.4
25	Depreciation Expense	146.3	146.5	146.0		146.0		146.5
26	Ending Capital Fund Balance Reserve	6,791.4	7,031.6	6,944.1		6,943.4		7,134.5
27								
28								
29		SUMMARY OF CAPITAL FUND BALANCE			Capital	Funded	Total	
30					Acq Fund	Depr Fund	Cap Fund	
31					2,815.5	3,975.6	6,791.2	
32					386.6	146.5	533.1	
33					100.0	90.0	190.0	
34					3,102.2	4,032.1	7,134.3	

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

For the Accounting Period ending December 31, 2025						
		B	B	D	E	F
		ACTUAL	ADOPTED BUDGET	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 25	FY 26	ACTUAL	Act/Adpt Bud	06/30/25
	EXPENDITURES					
1	System Maint. Supp. & Contract	-	249.6	50.2	20%	268.7
3	<i>General Supplies</i>	30.98	156.0	15.1	10%	58.1
5	<i>Pump Station Replacement</i>	1.75	-	28.7		50.0
6	<i>Emergency Repair</i>	-	20.0	1.3	6%	70.0
7	<i>PLC Replacement</i>	-	-	-		10.0
8	<i>SCADA Radio Replacement</i>	6.33	-	-		20.0
10	<i>Utility Billing System Maintenance</i>	-	23.6	-	0%	23.6
11	<i>Pipe Material/fittings, valves, pumps</i>	1.14	50.0	5.1	10%	22.0
12	<i>Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&II</i>	-	-	-		5.0
2	Indirect Cost Recovery	11.1	10.3	5.2	50%	10.3
4	Misc. Expense	24.6	103.0	5.0	5%	107.3
5	Other Professional Svcs	9.6	410.0	-	0%	450.3
6	Small Tools & Minor Equipment	-	45.6	-	0%	43.6
7	Federal State Permits and Fees	11.2	-	9.7		9.7
8	O&M Labor	398.0	625.3	211.2	34%	464.3
9	Mgmt & Admin Svcs	127.5	161.1	80.6	50%	161.1
10	Eng. & Tech. Surveys	0.7	62.2	-	0%	62.2
11	Water Analysis	6.9	8.5	2.1	25%	8.5
12	Cross Connection Fees	4.1	5.0	0.8	17%	0.8
13	Conservation Program	-	4.0	-	0%	-
3	Water Purchase	3,453.6	3,376.4	1,688.0	50%	2,817.5
5	Water System Power	62.6	65.0	25.2	39%	72.9
6	Depreciation Expense	146.1	146.5	73.7	50%	146.5
7	Contribution to other Funds	-	20.1	-	0%	20.1
8	Meter PurchaseS	51.8	25.0	27.0	108%	27.0
10	ACFR Adjustments					
11	TOTAL EXPENDITURES	4,347.9	5,317.5	2,178.7		4,670.8
	REVENUES					
13	Interest Earning	-	-	-		-
14	Planning and Eng. Svcs External	28.3	26.8	27.7	103%	27.7
4	Permit & Line Ext. Fees	8.3	8.1	5.7	71%	8.1
6	Meter, Other Sales and Misc Rev.	42.8	37.4	18.6	50%	46.5
7	Water Sales	4,397.0	4,478.0	1,871.3	42%	4,288.2
8	TOTAL REVENUES	4,476.3	4,550.4	1,923.4		4,370.6
9	RESULT OF OPERATION	128.4	(767.2)	(255.3)		(300.3)
10	O&M Fund Balance Reserve:					
11	Beginning Fund Balance	\$2,050.7	\$2,179.0	\$2,179.0		\$2,179.0
12	Net of Operation	\$128.4	(\$767.2)	(\$255.3)		(\$300.3)
13	O&M Fund Balance Reserve:	\$2,179.0	\$1,411.9	\$1,923.8		\$1,878.8
14	Required O&M Fund Reserve: 25% of Exp.	\$1,087.0	\$1,329.4	\$544.7		\$1,167.7
15	O&M FBR vs Required Reserve	ok	ok	ok	ok	ok

4. **DISTRICT STAFF REPORT**

B. PROJECTS

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

None

4. DISTRICT STAFF REPORT

C. O&M UPDATE

- WATER SALES TO BUDGET, SYSTEMS STATUS, AMI
- COMPLAINTS, OUTAGES, AND WATER QUALITY

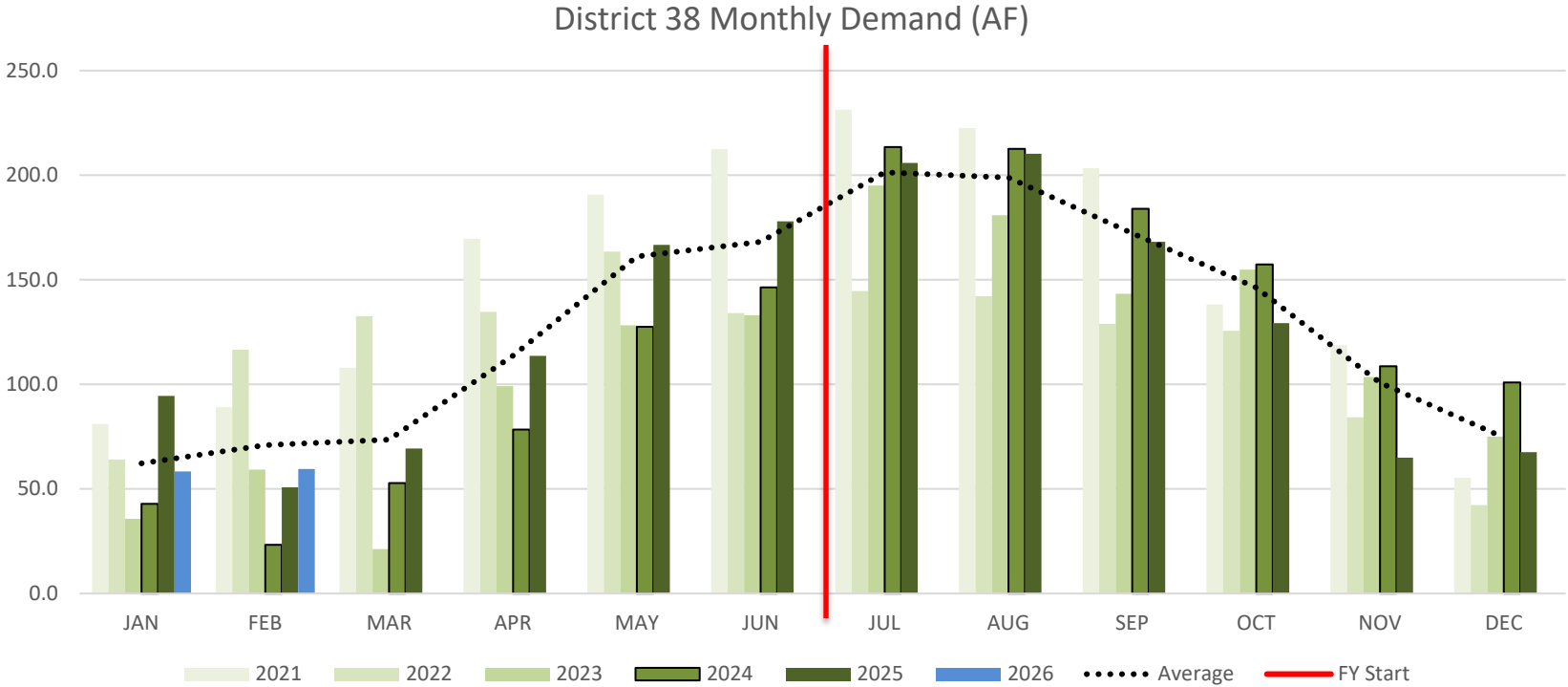
PUBLIC
VENTURA COUNTY
WORKS



District 38 O&M Updates

March 19, 2026 CAC Meeting

Operations & Maintenance – Water Efficiency



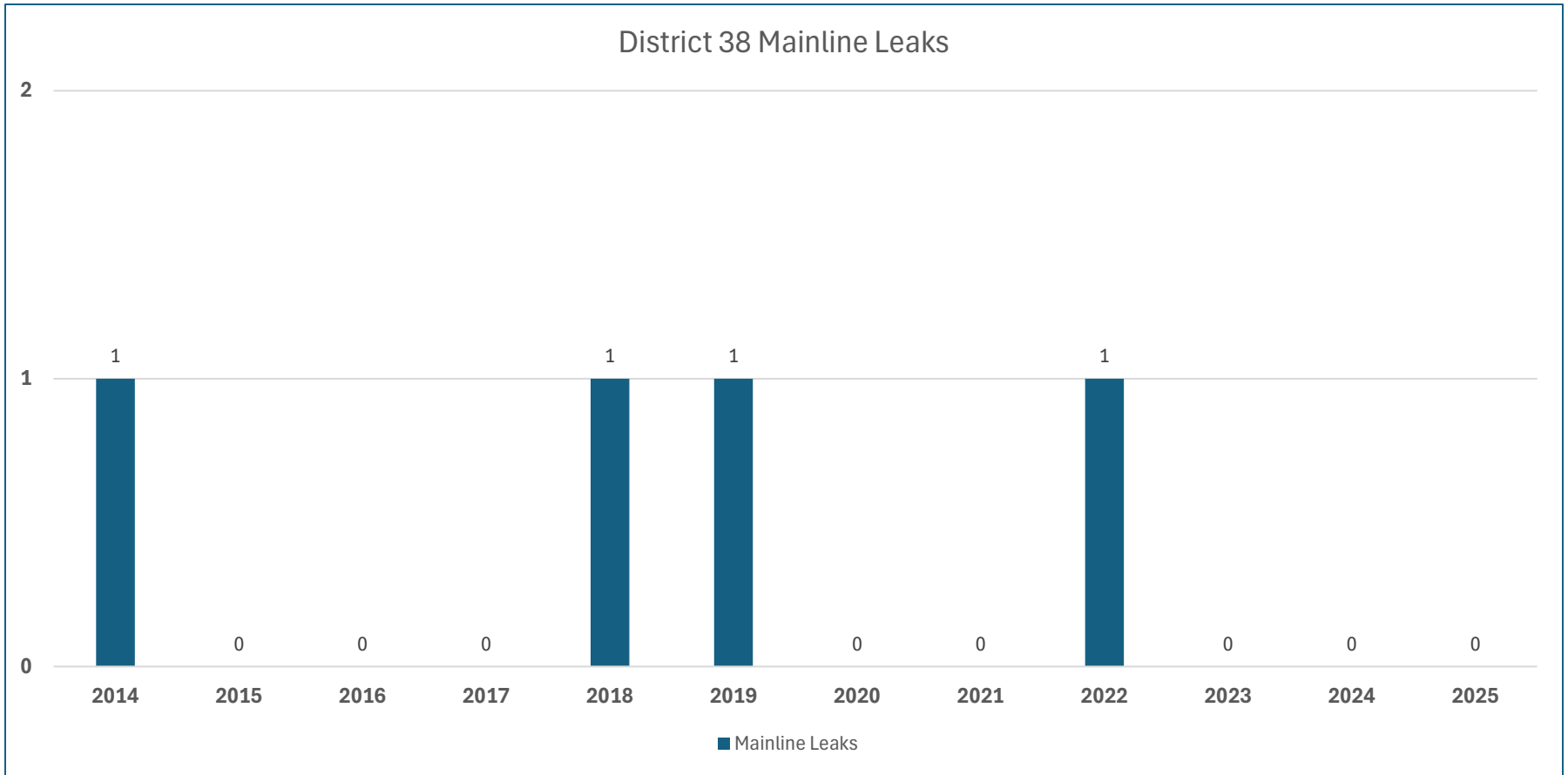
Ventura County Waterworks – March 19, 2026 CAC Meeting

Water Quality Complaints

- 0 Water Quality Complaints reported

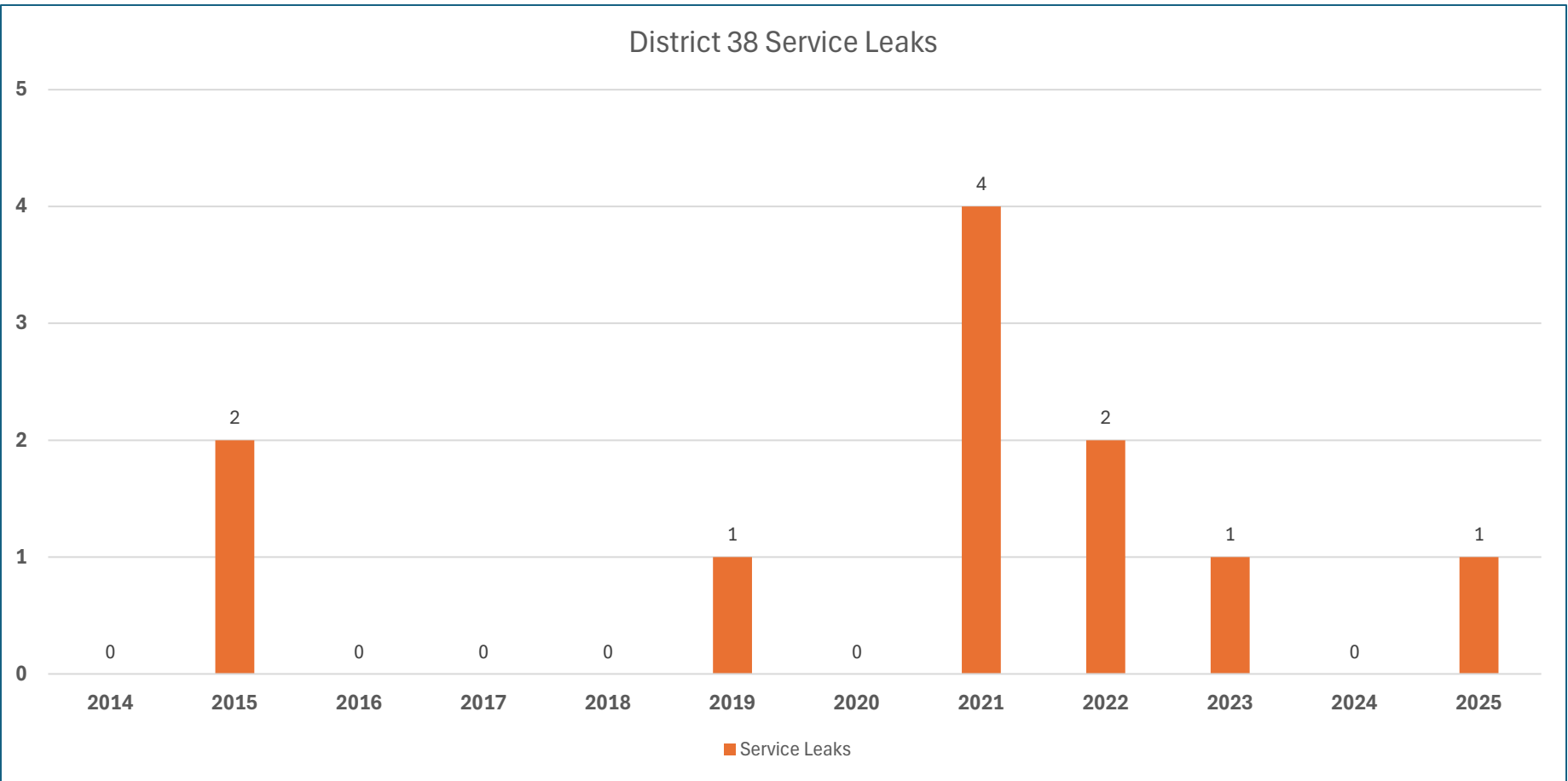
Ventura County Waterworks – March 19, 2026 CAC Meeting

District 38 Mainline Leaks



Ventura County Waterworks – March 19, 2026 CAC Meeting

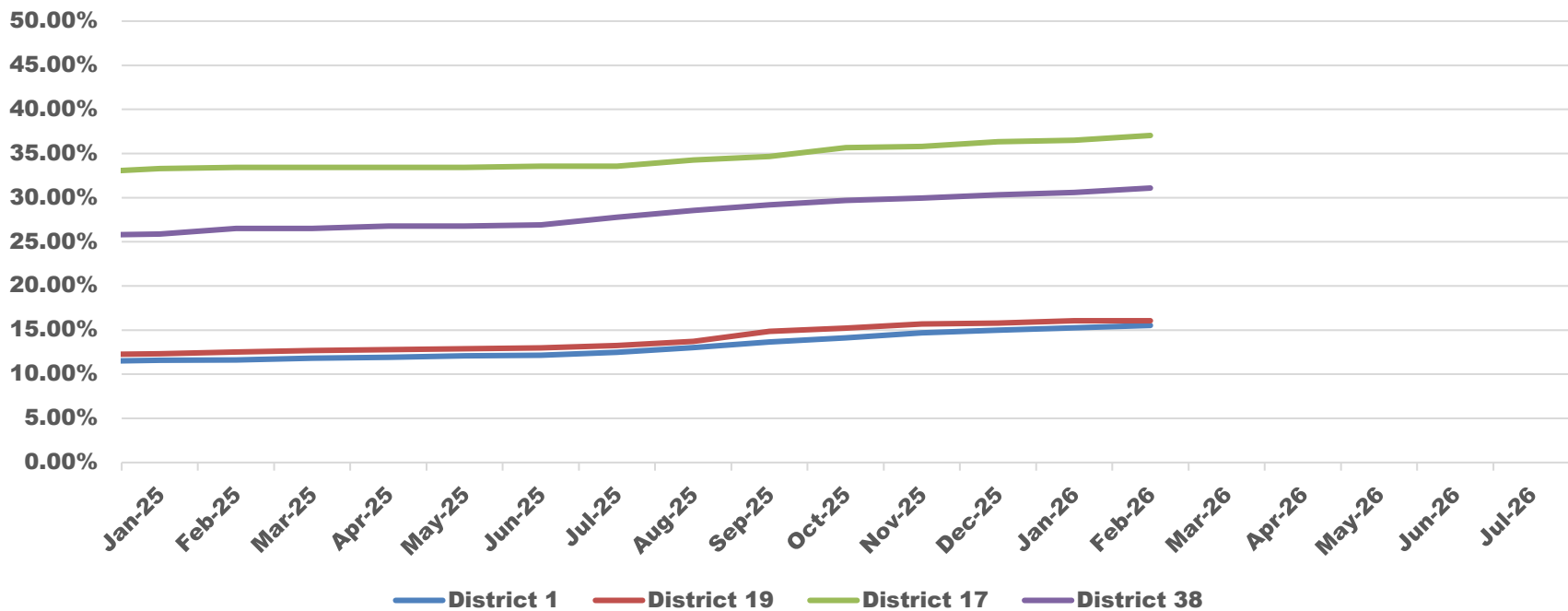
District 38 Service Leaks



Ventura County Waterworks – March 19, 2026 CAC Meeting

AMI Report

Percentage of Registered Accounts per District as of February 2026



Ventura County Waterworks – March 19, 2026 CAC Meeting

PUBLIC
VENTURA COUNTY
WORKS



Questions?

5. **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. LAS POSAS VALLEY WATERMASTER – An update on decisions and/or rulings by the LPV Watermaster and LPV Policy Advisory and Technical Advisory Committees
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METROPOLITAN WATER DISTRICT OF
SOUTHERN CALIFORNIA - An update on decisions and rulings by these agencies which may impact the District.

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6. **PUBLIC OUTREACH** - Any specific outreach efforts the District has accomplished concerning water conservation, or other issues

7. **COMMITTEE MEMBERS COMMENTS/FUTURE AGENDA ITEMS**

ADJOURNMENT

The next regularly scheduled District 38 CAC meeting will be held on June 18, 2026