

Central Services
Joan Araujo, Director

Engineering Services
Anastasia Seims, Director

Roads & Transportation
Anitha Balan, Director

Water & Sanitation
Vacant, Director

Watershed Protection
Vacant, Director

June 11, 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 June 18, 2026**, from 2:00 p.m. to adjournment at the **Lake Sherwood Club House, 320 W. Stafford Road, Thousand Oaks, 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 June 15, 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 March 19, 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 September 17,
2026

**CITIZENS' ADVISORY COMMITTEE
VENTURA COUNTY WATERWORKS DISTRICT NO. 38
MINUTES OF THE MARCH 19, 2025, MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Thomas Gentile, Geoffrey Patterson
and Ted Nordblum

COMMITTEE MEMBERS ABSENT: Nathan Stockmeir and Ron Goldman

COMMITTEE MEMBER VACANCY: none

STAFF: Paul Chan, W&S Director
Art Aseo, Deputy Director W&S O&M
Jean Fontayne, Staff Services Manager-zoom
Sean Hanley, Water Superintendent-zoom
Elsa Hernandez , Principal Accountant-zoom

GUESTS:

1. **CALL TO ORDER**
The meeting was called to order at 2:00 p.m.
2. **APPROVAL OF THE MINUTES OF DECEMBER 18, 2025, MEETING**
Mr. Gentile moved to approve the minutes. All present 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.
 - Three months behind, As of Dec 31st. El Nino this year.
 - Operational Revenue is about 42% of what was projected.
 - Funds reserve is 7.1 million, dropped from 9 million due to the Calleguas rate increase. Calleguas rose 7.9% and we chose to go with a 4% rate increase. We will maintain a steady draw down without the burden on the customers
 - B. **PROJECTS**
CAPITAL PROJECTS – It is suggested we will sit down and discuss in the future.
 - An inspection of the hydrants was requested.
 - C. **OPERATIONS AND MAINTENANCE QUARTERLY REPORT**
 - 0 Water quality complain, one service leak

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 billing and show AMI data on one portal. Paul will go into it further next meeting. If you choose to incentivize AMI we could add a line item to your budget.
 - A. LAS POSAS VALLEY WATERMASTER – An update on decisions and/or rulings by these agencies which may impact the District.
 - 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.
 - Calleguas wants to align their fixed revenue with their fixed cost and their variable revenue with their variable costs, therefore they will be charging each District an annual fee, depending on their water usage.
 - AB367 re: fire flow requirements, making sure all pumps and wells have back-up generation. Tanks are not considered, at this moment. All your pumps are doing fine. When you refer to pumps, does that also refer to the pump room that's dormant across the street at the fire station (pumps out of the lake). Paul will look into it. It could be a back up, in the event of a fire. On advice of the CAC, Paul will notify HOA with answers.
 - C. BOARD OF SUPERVISORS AGENDA ITEMS-A report on Ventura County
The Board of Supervisors items the district may be presenting or have recently been presented.
6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

ADJOURNMENT

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

The next meeting is scheduled for June 18, 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

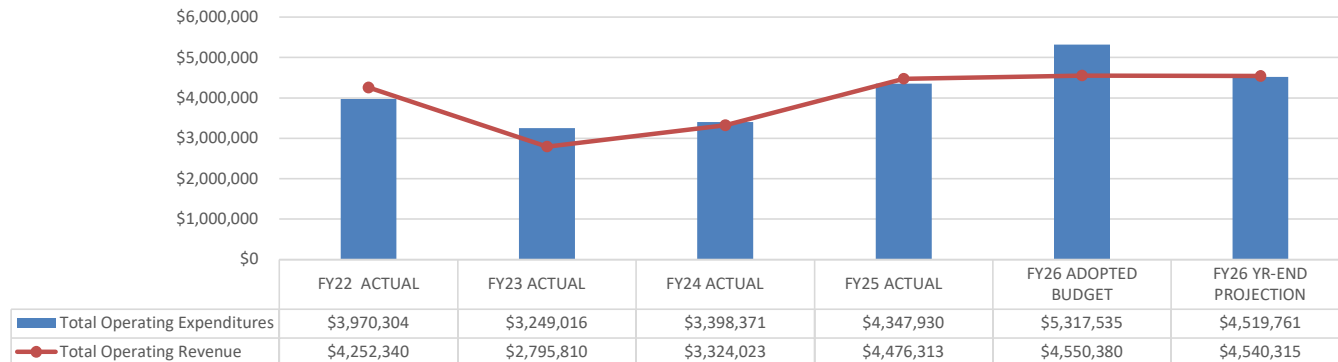
For the Accounting Period ending April 30, 2026

**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 April) (AP10)	% 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	\$4,439,837	\$2,962,629	66%
Other Revenue	\$58,693	\$81,292	\$80,592	\$79,315	\$72,383	\$100,478	\$86,909	120%
Total Operating Revenue	\$4,252,340	\$2,795,810	\$3,324,023	\$4,476,313	\$4,550,380	\$4,540,315	\$3,049,538	
Operating Expenditure:								
Direct Cost								
Imported Water (Calleguas)	\$3,074,432	\$2,236,157	\$2,674,208	\$3,516,188	\$3,441,403	\$3,169,926	\$2,541,294	74%
Total Direct Cost	\$3,074,432	\$2,236,157	\$2,674,208	\$3,516,188	\$3,441,403	\$3,169,926	\$2,541,294	74%
Gross Margin (Water Sales - Direct Cost)	\$1,177,908	\$559,653	\$649,815	\$960,125	\$1,108,978	\$1,370,389	\$508,244	
Less: Indirect Operating Cost								
System Maint. Repairs & Replac.	\$159,241	\$314,965	\$68,310	\$40,167	\$233,600	\$225,357	\$99,128	42%
O&M Labor	\$394,432	\$329,844	\$297,746	\$398,012	\$625,250	\$419,412	\$305,845	49%
Other O&M Cost	\$342,198	\$368,050	\$358,107	\$393,563	\$1,017,282	\$705,066	\$327,533	32%
Total Indirect Operating Cost	\$895,871	\$1,012,859	\$724,163	\$831,741	\$1,876,132	\$1,349,834	\$732,506	
							\$3,273,800	
TOTAL NET COST	\$282,036.1	(\$453,205.8)	(\$74,348.7)	\$128,383.2	(\$767,154.4)	\$20,554.5	(\$224,261.8)	

OPERATING EXPENDITURES vs OPERATING REVENUE



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

For the Accounting Period ending April 30, 2026								
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	\$9,028,446	\$9,353,984
3								
4	Total Proposed Targets			\$1,174,265	\$1,526,682	\$1,777,183	\$1,114,713	1,573,923.82
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	\$33,104	33,104
11	Permit & Line Ext. Fees			9,647	8,305	8,130	\$6,678	\$8,013
12	Meter, Other Sales and Misc Rev.			33,698	42,756	37,444	\$47,127	\$59,361
13	Water Sales			3,243,430	4,396,997	4,477,997	\$2,962,629	\$4,439,837
14	Total - O&M Revenue			\$3,324,023	\$4,476,313	\$4,550,380	\$3,049,538	\$4,540,315
15	O&M Expenditure							
16	System Maint. Supp. & Contract			68,310	40,199	249,600	\$99,128	40% \$230,357
17	Indirect Cost Recovery			23,751	11,059	10,322	\$10,322	100% \$10,322
18	Misc. Expense			29,301	24,630	103,001	17,492.8	17% \$63,961
19	Other Professional Svcs			3,600	9,561	410,000	\$0	0% \$177,630
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	\$305,845	49% \$419,412
23	Mgmt & Admin Svcs			116,900	127,500	161,100	\$120,900	75% \$161,100
24	Eng. & Tech. Surveys			-	691	62,200	\$0	0% \$30,000
25	Water Analysis			7,543	6,911	8,500	\$3,632	43% \$8,500
26	Cross Connection Fees			4,026	4,145	5,000	\$1,658	33% \$1,658
27	Water Purchase			2,622,618	3,453,606	3,376,403	\$2,499,547	74% \$3,078,212
28	Water System Power			51,590	62,582	65,000	\$41,747	64% \$91,714
29	Depreciation Expense			146,469	146,066	146,469	\$121,823	83% \$146,469
30	Contribution to other Funds			5,426	-	20,090	\$14,998	75% \$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	\$3,273,800	\$4,519,761
36	Net of Operation			(\$75,667)	\$128,383	(\$767,154)	(\$224,262)	\$20,555
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	\$1,954,773	\$2,199,590
40								
41	Minimum Balance							
42	25% of O&M expenses			\$849,922	\$1,086,982	\$1,329,384	\$818,450	\$1,129,940
43	10% of rate revenue			\$324,343	\$439,700	\$447,800	\$296,263	\$443,984
44								
45	O&M Analysis:							
46	% of Water Cost/Water Sales			81%	79%	75%	84%	69%
47	% of O&M Labor/Water Sales			9%	9%	14%	10%	9%
48	Gross Profit : (Water Sales less Water Cost&Power)			\$569,222	\$880,809	\$1,036,595	\$421,336	\$1,269,911
49	Net Profit (Net Result of Operation)			(\$75,667)	\$128,383	(\$767,154)	(\$224,262)	\$20,555
50	Net Profit Margin (Net Profit/ Revenue)			-2%	3%	-17%	-7%	0%
51								

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

52									
53	Acquisition&Replacement Fund			FY24 ACTUAL	FY25 ACTUAL	FY26 ADPT BUDGET	FY26 ACTUAL	FY26 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	\$139,695		\$372,192
58	Capital Improv. Charges			\$ 75,195	\$ 22,455	-	\$22,558		\$22,558
59	Depreciation Expense	CY Funded		\$ 146,469	\$ 146,066	146,469.0	\$121,823		\$146,469
60	Total - Capital Sources of Funds			\$556,000	\$546,260	\$430,181	\$284,076		\$541,219
61	Capital Uses of Funds								
62	Water System Improv & Construction Proj								
63	System Improvements/Replacement			\$ 401	\$ 954	40,000.0	\$1,578	4%	\$28,000
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	\$1,578		\$178,000
70	Net Capital Fund Balance			\$ 555,599	\$ 545,306	\$240,181	\$282,498		\$363,219
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	\$7,073,673		\$7,154,394

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

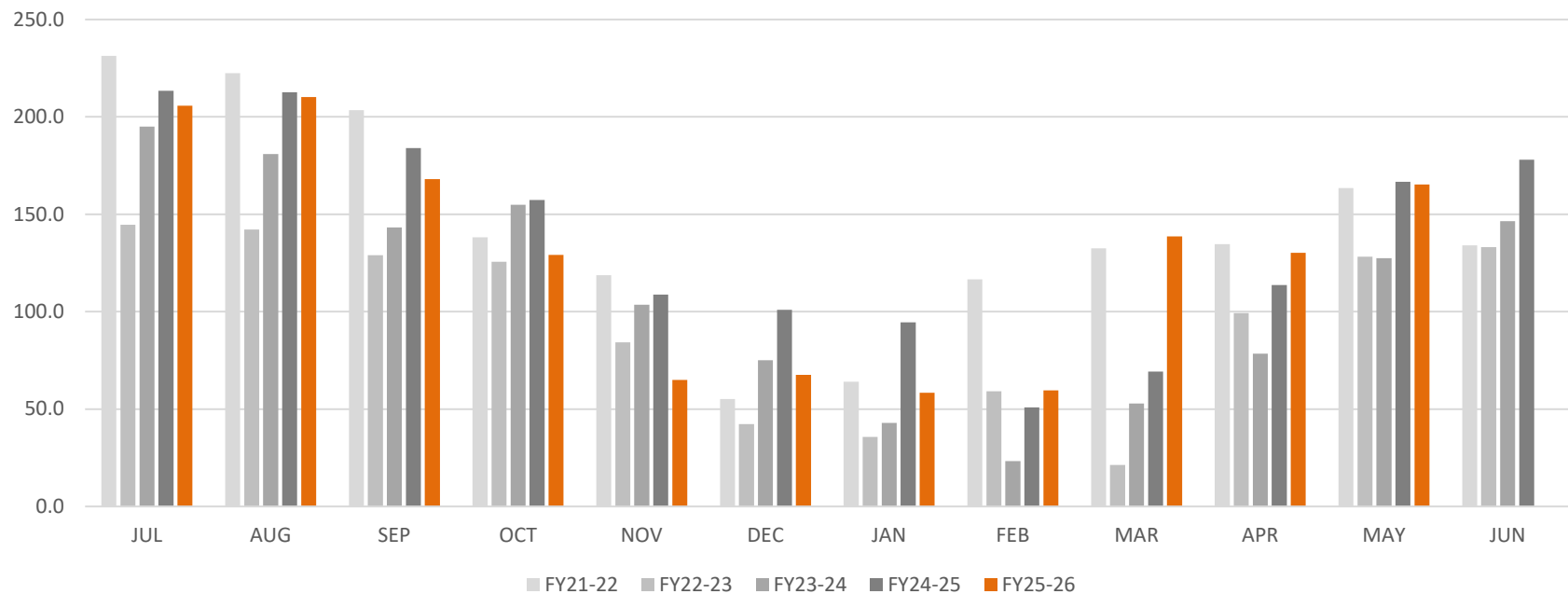


District 38 O&M Updates

June 18, 2026 CAC Meeting

Operations & Maintenance – Water Efficiency

District 38 AF per Month (FY)



Ventura County Waterworks – June 18, 2026 CAC Meeting

Water Quality Complaints

- 0 Water Quality Complaints reported

Consumer Confidence Report

Calendar Year 2025 now posted.

<https://s47609.pcdn.co/wp-content/uploads/2026/06/WQR-Ventura-CA-Lake-Sherwood-Final.pdf>

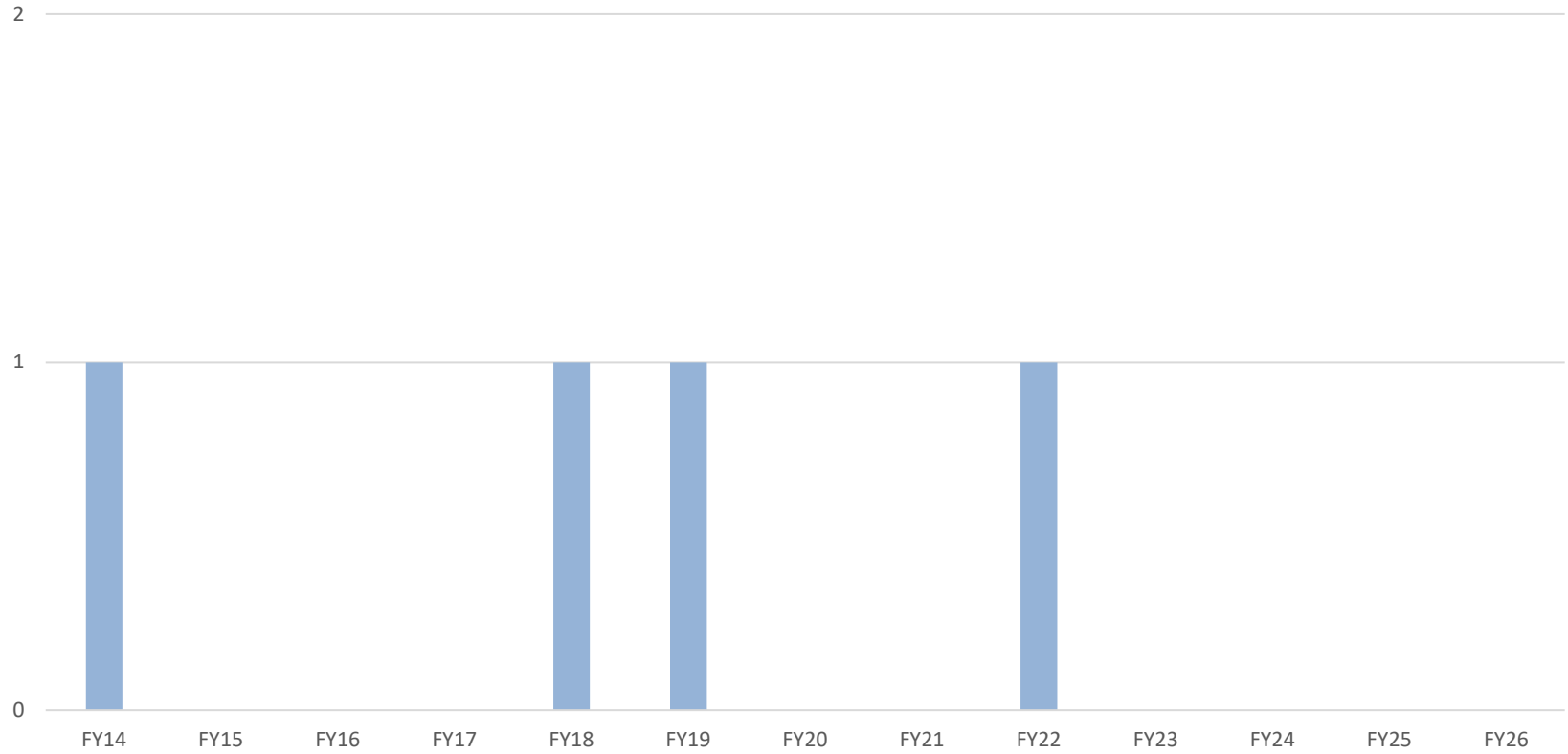
Ventura County Waterworks – June 18, 2026 CAC Meeting

Fire Hydrant Maintenance

- Completed service on 181 fire hydrants.
- 64 remaining to complete as of 6/9/26.
- Estimated completion before 8/1/26.

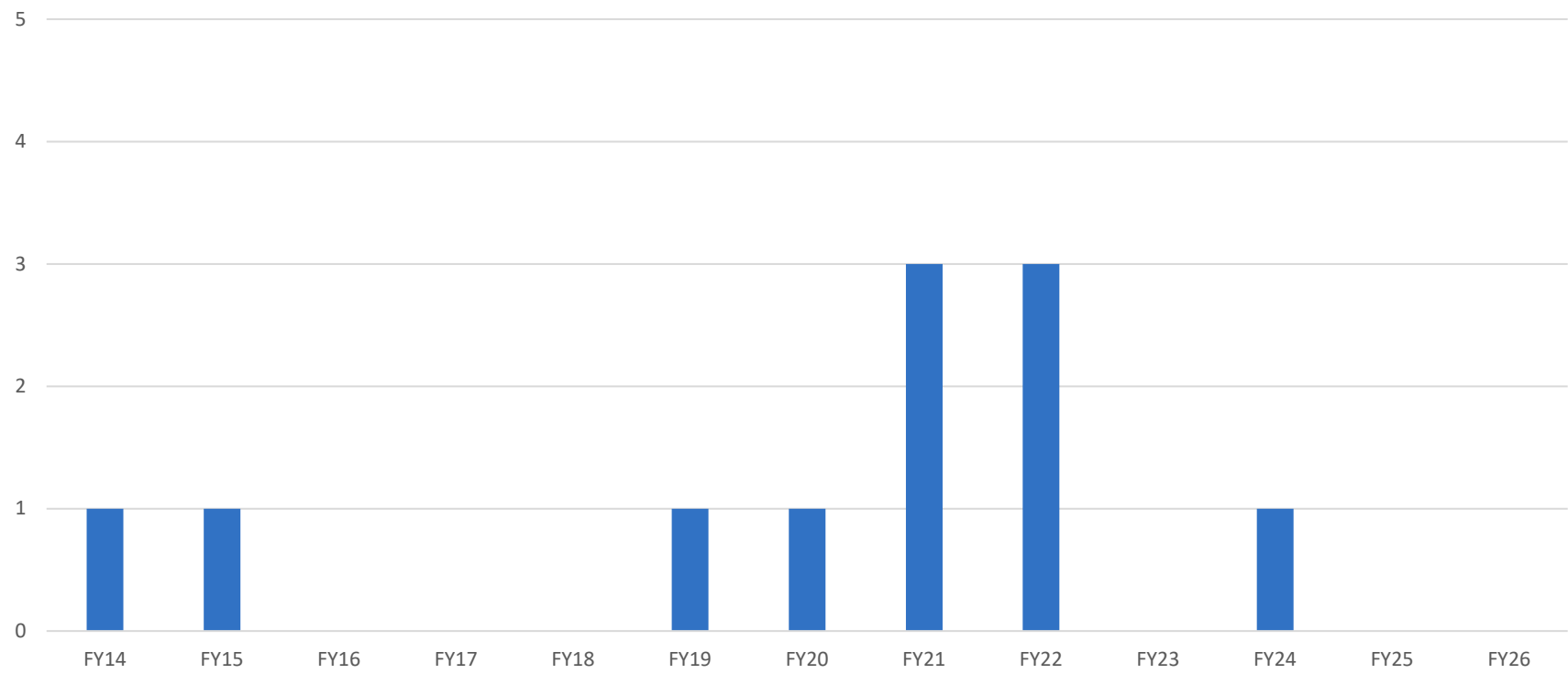
Ventura County Waterworks – June 18, 2026 CAC Meeting

Dist 38 Mainline Leaks



Ventura County Waterworks – June 18, 2026 CAC Meeting

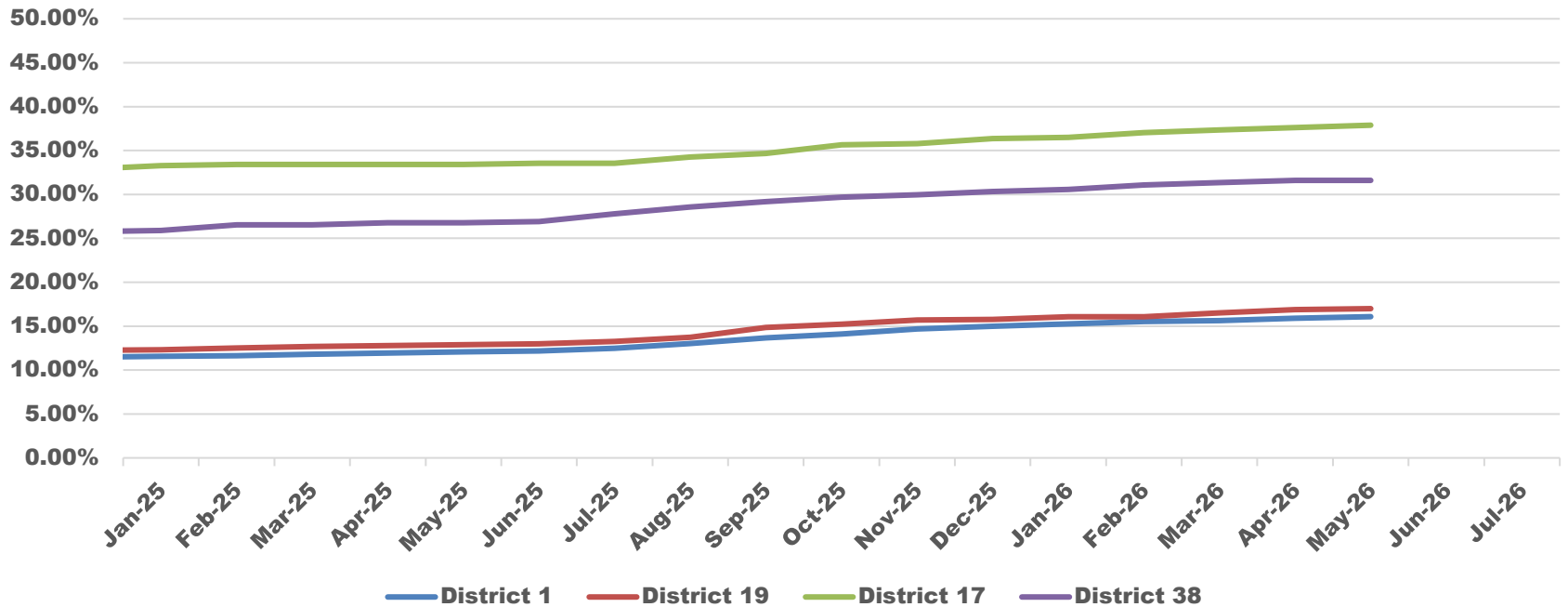
Dist 38 Service Leaks



Ventura County Waterworks – June 18, 2026 CAC Meeting

AMI Report

Percentage of Registered Accounts per District as of May 2026



Ventura County Waterworks – June 18, 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
 - 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.

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

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.

06/23/2026 Adoption of Cross Connection Control

08/18/2026 Adoption of Resolution Rules & Regs

08/18/2026 Update Misc Engineering Fees

- .
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 September 19, 2026