

Central Services  
**Joan Araujo**, Director

Engineering Services  
**Anastasia Seims**, Director

Roads & Transportation  
**Anitha Balan**, Director

Water & Sanitation  
**Vacant**, Director

Watershed Protection  
**Vacant**, Director

June 10, 2025

**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 **Tuesday June 17, 2025**, 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](mailto:wspc@ventura.org), no later than June 16, 2025, if you are unable to participate on the call.

Sincerely,

*Michael Fritschi*

Michael Fritschi, P.E.  
Water & Sanitation Director



## **AGENDA OF THE MEETING**

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF March 20, 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 18, 2025

**Meetings**

January 23, 2025

March 20, 2025

June 17, 2025

September 18, 2025

**Topics**

Annual overviews or summaries

Projects - O&M Items

Budget and Financial

Rate Reviews

**CITIZENS' ADVISORY COMMITTEE  
VENTURA COUNTY WATERWORKS DISTRICT NO. 38  
MINUTES OF THE MARCH 20, 2025, MEETING**

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

COMMITTEE MEMBERS ABSENT: Geoffrey Patterson

COMMITTEE MEMBER VACANCY:

STAFF: Jeff Palmer, Assistant Agency Director  
Art Aseo, Deputy Director W&S O&M  
Jean Fontayne, Staff Services Manager-zoom  
Sara Negrete, Principal Accountant-zoom  
Alisha Redican, Principal Accountant-zoom  
Homer Arredondo, Engineering Mgr.-zoom  
Gilberto Minero, Staff Services Manager-zoom

GUESTS:

1. CALL TO ORDER

The meeting was called to order at 3:00 p.m.

First item was an introduction of Ted Nordblum speaking for himself; I am a resident of Newbury Park for 50 years. Just actively involved in a run for the State Assembly for this district. I am curious about water and would like to learn more on how we can use it to fix our state. I am a small business owner as well in the Medical Supply Chain for the past 20 years.

2. APPROVAL OF THE MINUTES OF JANUARY 23, 2025, MEETING

Mr. Stockmeir moved to approve the minutes. All approved.

Vote: Ayes - 3, Nays- 0, Absent - 1, Abstained- 1

Ted Nordblum's first meeting, his vote will not count on historical items.

3. PUBLIC COMMENTS

Ron Goldman has concerns, especially after the Palisades fires. We need to be reassured that our hydrants will never have a problem if a situation arises like the Palisades Fires. Is there standard testing? We understand flow problems, if all Hydrants work at the same time, there will be an adjustment in pressure. Do we actively have hydrants tested? Is there a schedule for them? Jeff Palmer said he would get that information to the CAC so they can address the customers of our schedule for hydrant testing. This information can be published for the HOA water customers. Jeff also wanted to reiterate that: It takes hours to fill our tanks, not days. If we're in a high wind event. Our operators will fill the tanks. One of our concerns about full tanks is, if you don't use it, the water goes stale because

the disinfection loses, so there is a fine line in keeping the tanks full for a long period of time. Our SCADA system is 24-7-365. There is an operator watching our SCADA system and watching your tanks.

Full-time during the day they're on the call and they set the tank level before they leave at the end of the day. They take home a laptop and can turn on pumps remotely observing real time for your system. We don't just leave at the end of the day and not watch. This is an active system. We design for Fire flow; high heat to have the capacity for the demand.

There is a proposal in legislature to tighten and strengthen up the requirements for water districts and make sure the districts have appropriate size tanks, generators and SCADA control systems, and reports on the status of those systems and the status of the tanks during fire flow events.

Our district is at the top of performance in all categories, the size of tanks, the storage, the number of hydrants and you have the lake nearby.

Nathan Stockmeir asked What does the hydrant test consist of? Jeff Palmer explained, Hydrants perform very well. We don't have to run the water down the street. Typically, the shut off valve is where the main line meets the lateral. This is in case someone hits the hydrant; we can shut the hydrant off at the lateral. During testing, we open the valves and make sure no leaks are happening. We are not aware of any fire hydrants out of service. Normally if a fire hydrant is out of service, we will put a bag over the top of the hydrant and notify the fire department that the hydrant is out of service. We will review your questions and get you an answer.

4. DISTRICT STAFF REPORT –

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

- We see things tracking along where we anticipated they would go.
- We do have higher-than-normal imported water in terms of imported water costs. More people are using water this past quarter than they did last year.
- Looking back, we have a breakdown in line items. Overall improvements we don't see any anomalies in the system.

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

None

C. O&M UPDATE

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

- Monthly demand is up.

- No complaints, no mainline leaks
- AMI is growing, the number of accounts is growing

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

A. LAS POSAS VALLEY WATERMASTER - An update on decisions and/or rulings by the LPV Watermaster and LPV Policy Advisory and Technical Advisory Committees

- The Las Posas Valley advisory committees are having some good conversations. We are currently going through the process of talking about water rights and use. They are just starting to talk about the brine line. A line that comes from the Oxnard plain works its way up the various communities and takes the discharge from the desalter, so Calleguas is talking about extending that brine line. We all need to have these conversations, to get a better solution. We participate and see progress moving forward. Nathan asked if the Committee could get links to the Calleguas schedule of monthly meetings.
- With all the Water Districts (166), is there any discussion about recycling?
  - A lot of our ground water is high of TDS and treated but the discharge is too high in TDS. Regional quality says it's too high and above the discharge level.
  - Environmental groups want the water to go into the river, because the river is a habitat for fish. It's a chemistry problem.

B. CALLEGUAS MUNICIPAL WATER DISTRICT / METROPOLITAN UPDATES

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.

- 4/8/25 Miscellaneous 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 meeting was adjourned at 4:15 p.m.

The next meeting is scheduled for June 17, 2025, Tuesday at 3:30 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



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

CURRENT PERIOD ACTIVITIES TO AP10 FY25 (ENDING 04/30/2025)							
		B	B	C	D	E	F
		ACTUAL	ADOPTED BUDGET	Estimated 3Mos	CURRENT	% of	Year-End Projection
	DESCRIPTION	FY 24	FY 25	of Budget	ACTUAL	Act/Adpt Bud	06/30/24
	EXPENDITURES						
1	System Maint. Supp. & Contract	-	339.0	84.8	32.5	10%	297.5
3	General Supplies	48.71	32.0	8.0	23.5	73%	76.0
5	Pump Station Replacement	7.21	75.0	18.8	1.8	2%	200.0
6	Emergency Repair	-	125.0	31.3	-	0%	-
7	PLC Replacement	-	15.0	3.8	-	0%	-
8	SCADA Radio Replacement	5.19	26.0	6.5	6.3	24%	16.5
10	Utility Billing System Maintenance	-	38.0	9.5	-	0%	-
11	Pipe Material/fittings, valves, pumps	7.20	16.0	4.0	1.0	6%	5.0
12	Radios, Valve replcmnt/adj, ZII Alarm, PRS ZI&II	-	12.0	3.0	-	0%	-
2	Indirect Cost Recovery	23.8	11.1	2.8	11.1	100%	11.1
4	Misc. Expense	29.3	104.9	26.2	19.2	18%	52.9
5	Other Professional Svcs	3.6	10.0	2.5	9.6	96%	20.4
6	Small Tools & Minor Equipment	0.0	70.0	17.5	(0.0)	0%	15.0
7	Federal State Permits and Fees	8.6	2.0	0.5	10.4	522%	-
8	O&M Labor	297.7	731.3	182.8	275.4	38%	365.4
9	Mgmt & Admin Svcs	116.9	127.5	31.9	127.5	100%	127.5
10	Eng. & Tech. Surveys	-	81.3	20.3	-	0%	6.0
11	Water Analysis	7.5	5.0	1.3	4.8	95%	5.0
12	Cross Connection Fees	4.0	5.0	1.3	4.1	83%	-
13	Conservation Program	-	2.0	0.5	-	0%	-
3	Water Purchase	2,622.6	3,282.9	820.7	2,478.8	76%	3,111.9
5	Water System Power	51.6	65.0	16.3	42.8	66%	65.0
6	Depreciation Expense	146.5	146.3	36.6	121.6	83%	146.3
7	Contribution to other Funds	5.4	36.6	9.2	-	0%	36.6
8	Meter PurchaseS	12.5	-	-	26.7		35.0
10	ACFR Adjustments						
11	<b>TOTAL EXPENDITURES</b>	<b>3,398.4</b>	<b>5,019.9</b>	<b>1,255.0</b>	<b>3,164.5</b>		<b>4,295.5</b>
12	REVENUES						
13	Interest Earning	-	-	-	-		-
14	Planning and Eng. Svcs External	37.2	-	-	27.3		27.3
4	Permit & Line Ext. Fees	9.6	-	-	8.3		8.3
6	Meter, Other Sales and Misc Rev.	33.7	7.9	2.0	30.4	386%	40.3
7	Water Sales	3,243.4	4,055.1	1,013.8	3,041.8	75%	4,389.3
8	<b>TOTAL REVENUES</b>	<b>3,324.0</b>	<b>4,062.9</b>	<b>1,015.7</b>	<b>3,107.8</b>		<b>4,465.2</b>
9	<b>RESULT OF OPERATION</b>	<b>(74.3)</b>	<b>(957.0)</b>	<b>(239.2)</b>	<b>(56.7)</b>		<b>169.7</b>
10	<b>O&amp;M Fund Balance Reserve:</b>						
11	Beginning Fund Balance	\$2,126.3	\$2,052.0	\$2,052.0	\$2,052.0		\$2,052.0
12	Net of Operation	(\$74.3)	(\$957.0)	(\$239.2)	(\$56.7)		\$169.7
13	<b>O&amp;M Fund Balance Reserve:</b>	<b>\$2,052.0</b>	<b>\$1,095.0</b>	<b>\$1,812.7</b>	<b>\$1,995.2</b>		<b>\$2,221.7</b>
14	<b>Required O&amp;M Fund Reserve: 25% of Exp.</b>	<b>\$849.6</b>	<b>\$1,255.0</b>	<b>\$313.7</b>	<b>\$791.1</b>		<b>\$1,073.9</b>
15	<b>O&amp;M FBR vs Required Reserve</b>	ok	alert	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

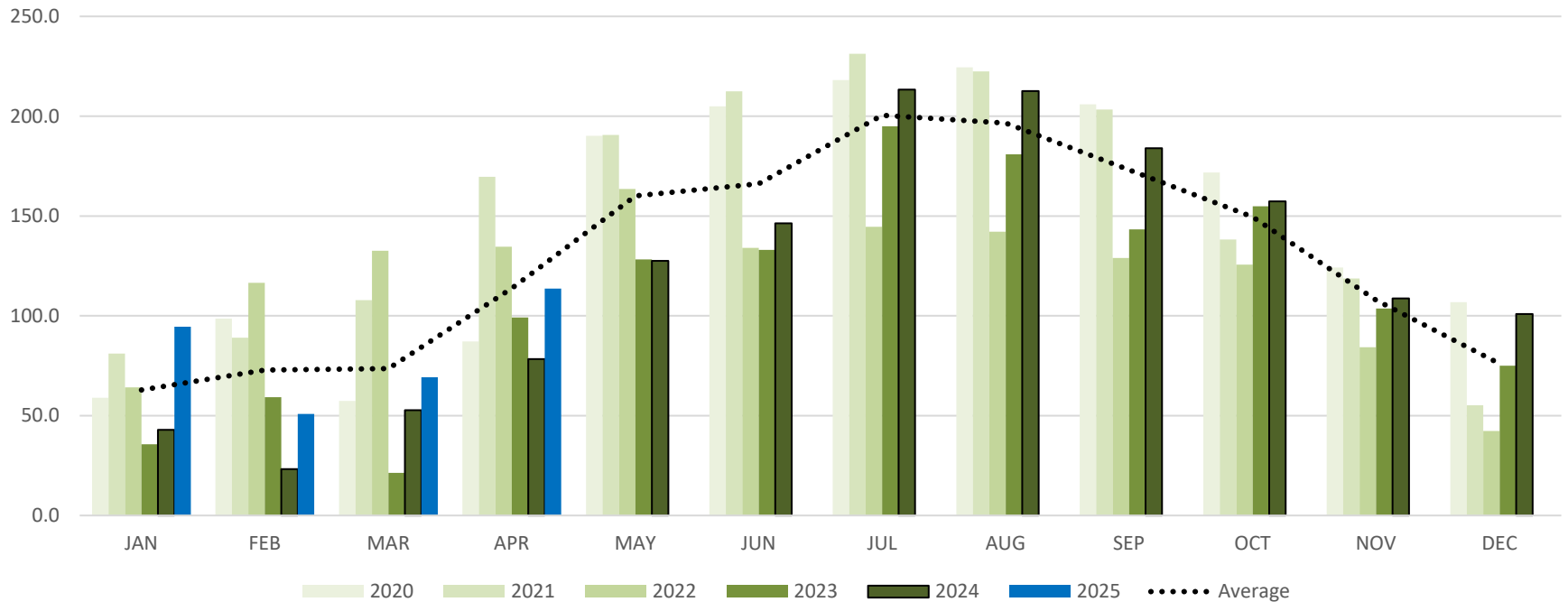


# District 38 O&M Updates

June 17, 2025 CAC Meeting

# Operations & Maintenance – Water Efficiency

District 38 Monthly Demand (AF)



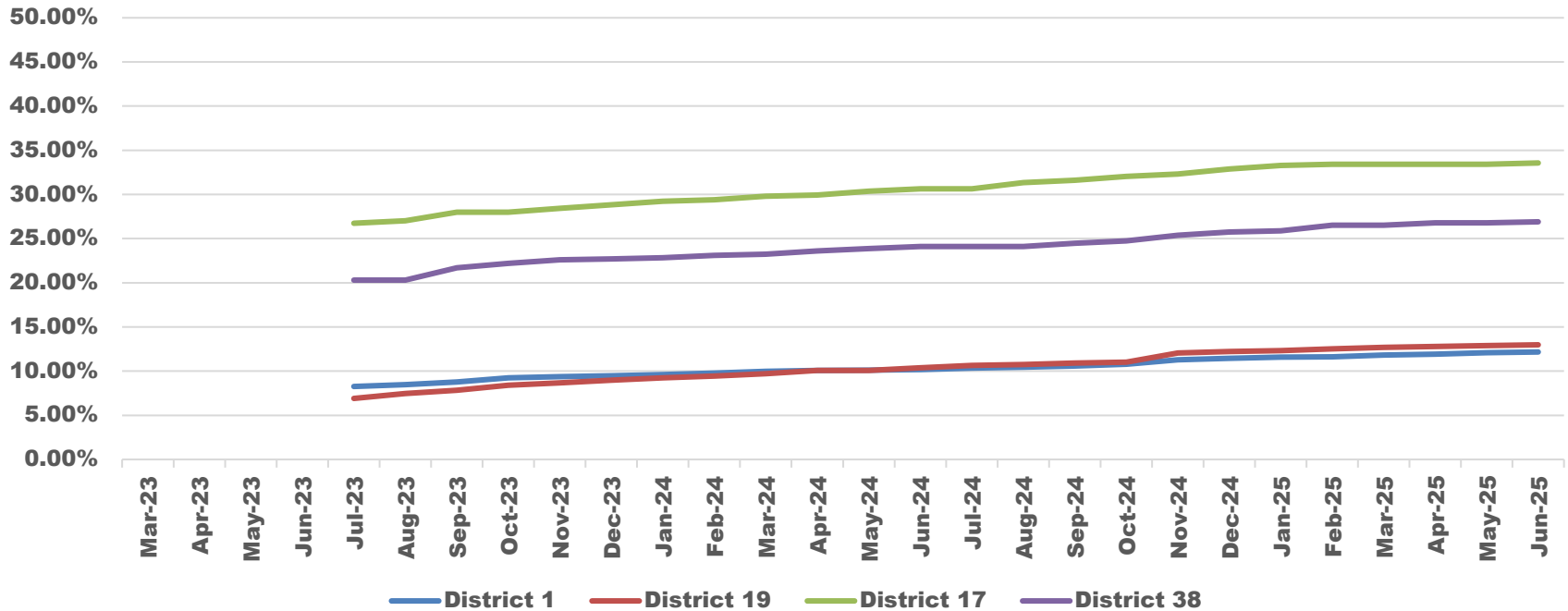
Ventura County Waterworks - FY2025 Q4 Update

# Water Quality Complaints

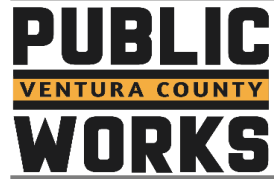
- 2 Water Quality Complaints reported by District 38 customers
  - 2 Water Pressure Complaints
    - 4/16/25 – Customer experiencing low water pressure. Technician determined the customer's hand valve was open at only about 50%. Issue resolved once valve was fully opened.
    - 5/2/25 – Customer experiencing high water pressure. Technician determined the customer's pressure regulator was not reducing any water pressure. Customer was advised to replace or repair regulator.

# AMI Report

## Percentage of Registered Accounts per District as of June 2025



Ventura County Waterworks - FY2025 Q4 Update



# Questions?

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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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**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.

6/24/2025 Delinquent Water/Sewer Service Charges

- .
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 18, 2025