

September 30, 2025

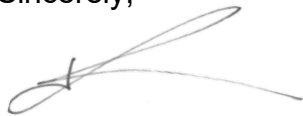
**NOTICE OF A MEETING OF THE  
VENTURA COUNTY WATERWORKS DISTRICT NO. 17  
BELL CANYON CITIZENS' ADVISORY COMMITTEE**

NOTICE IS HEREBY GIVEN that a meeting of the Ventura County Waterworks District No. 17 Bell Canyon Citizens' Advisory Committee will be held **Tuesday, October 7, 2025**, from 7:00 p.m. to adjournment at the **Bell Canyon Homeowner's Association located at 30 Hackamore Lane, Bell Canyon, California.**

Committee members must be present at the meetings and members of the public are also invited to attend in person or via Zoom. To electronically join the meeting please follow the provided steps – At the specific time (7:00 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](mailto:wspc@ventura.org), no later than Monday October 6, 2025, if you are unable to participate.

Sincerely,



**Paul Chan P.E.**  
Director, Water & Sanitation



## **AGENDA OF THE MEETING**

1. CALL TO ORDER
2. APPROVAL OF THE MINUTES OF THE July 15, 2025 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. 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. WATER RATE PROPOSAL PRESENTATION
5. DISTRICT STAFF REPORT
  - A. BUDGET AND FINANCIAL REVIEW - An update on the budget and financial status of the District.
  - B. CALLEGUAS MUNICIPAL WATER DISTRICT/ METROPOLITANWATER DISTRICT OF SOUTHERN CALIFORNIA UPDATE – An update on decisions and rulings by these agencies may impact on the District.
  - C. CAPITAL PROJECTS - Status Report provides regular reporting on the status of active capital projects within the District.
  - D. O&M UPDATE
    - WATER SALES TO BUDGET
    - SYSTEM STATUS
    - AMI – Advanced Metering Infrastructure
    - COMPLAINTS, OUTAGES, AND WATER QUALITY

- E. HOA / Equestrian Center Water Usage
- 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 presented, before the Ventura County Board of Supervisors.
- G. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.
- 6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS
- 7. ADJOURNMENT

\*The next regularly scheduled District 17 CAC meeting will be held on February 24, 2026.

#### **MEETINGS**

January 21, 2025  
April 15, 2025  
July 15, 2025  
October 7, 2025

#### **TOPICS**

Annual overviews or summaries  
Projects – Capital and Development  
O&M Items  
Water Rate Reviews

# DRAFT

## CITIZENS' ADVISORY COMMITTEE VENTURA COUNTY WATERWORKS DISTRICT NO. 17 MINUTES OF THE JULY 15, 2025

COMMITTEE MEMBERS IN ATTENDANCE: Ronald Marks, Christopher Shubeck  
Neil Sokoler, Steven Price

COMMITTEE MEMBERS ABSENT: Greg McHugh

COMMITTEE MEMBER VACANCY: None

STAFF: Jeff Palmer, Assistant Agency Director PWA  
Art Aseo, Deputy Director  
Jean Fontayne, Staff Services Manager-zoom  
Sara Negrete, Accountant II-zoom  
Homer Arredondo, Engineering Manager-zoom

GUESTS: \* \* \*

1. CALL TO ORDER - The Meeting was called to order at 7:00 PM.
2. Approval of the Minutes of January 21, 2025, Meeting. Steve Price asked for motion to approve the minutes, Neil Sokoler 2<sup>nd</sup> the motion. All Members present approved of the minutes.
3. PUBLIC COMMENT
  - Steve Price asked, any update on finding who hit the fire hydrant? Jeff, whenever there is damage to anything (a public system) and we identify the person, we have to prove this incident happened by this person. Risk management will find out the cost and make sure the person responsible will financially replace the damaged item(s). The cost is somewhere around \$1500 plus any other damage. Could be up to 1,000 gallons of wasted water. The person who has been found has the right to contest.
  - What is the status of the Director of Water & Sanitation. We have another candidate who has been chosen to be the Director, and they will be starting at the end of August. Jeff is the interim acting Director.
4. DISTRICT STAFF REPORT
  - A. BUDGET AND FINANCIAL REVIEW – An update on the budget and financial status of the District.
    - Ending balance on the financial pages is very stable. Revenue vs. how much time staff is putting in, it looks very good. The aging of your system is going very well. Down the road we may want to put some money away for your future aging system over time.

**B. PROJECTS**

**CAPITAL PROJECTS** – Status Report provides regular reporting on the status of active capital projects within the district

- Steve asked about water on the construction project. To date we've spent \$555,771 is for the Reservoir that is not going to take place anymore. Correct, we are going to leave everything the way it is and if we get a larger Grant we can take up where we left off. More is going to be spent in addition to the \$555,000? A little more will be spent to close out this project. SEQUA plus is going to be mitigated to ensure we are going to take advantage of federal/state funds, should they become available to us. Homer, can you explain about the creek crossing waterline between Balboa and Stagecoach. This project is still going to be designed. Our plan is to get a design and reassess as a District to decide if we will continue with the project to get a better idea of the costs to replace that line. There has been a lot of erosion more so than what we thought with the existing soils. We will know more when we get a better design. This is an area where we have had long-term pressure concerns. In the future we may continue with this even if we do not continue with the reservoir.

**C. O&M UPDATE**

**WATER SALES TO BUDGET, SYSTEMS STATUS AND AMI**

- Water Efficiency-we are very close to tracking based on the weather and conditions.
- Mainline Leaks-None in 2025
- Service Leak-1 in 2025. At someone's house, break in the system. Usually on the private side of the system. What we have has been very minor.
- AMI Report, District 17 is doing better than any other district. North of 50% would be great. We will still try to reach out to people.

**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. HOA/EQUESTRIAN CENTER WATER USAGE**

- On track with what we expect.

**B. 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.

- Calleguas is still working very hard to have all the water districts talk about connections. Asking if a water district would be able to serve other districts at a functional level, if needed. The agencies will have to figure

Minutes of the Ventura County Waterworks District No. 17  
Citizens' Advisory Committee Meeting  
Ventura County Water and Sanitation  
Minutes of the July 15, 2025

out cost efficiencies.

Everyone is starting to talk and figure out how to get there.

C. BOARD LETTER TRACKER-UPDATE ON VENTURA COUNTY BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE DISTRICT

- Calleguas water rates will be coming up and we will have those discussions at the next meeting.

D. UPDATE ON AVENUES OF PUBLIC OUTREACH – How the District is reaching out to its customers concerning water conservation.

6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

- At the last meeting, the minutes discussed paper billing, will we be able to provide paper billing to our customers? Jeff said, yes, we will be providing paper billing and the bar graph that shows if your water is up or down, that was previously on the bills, will be on the bills again.
- The new Director, will he be here at the next meeting? Jeff answered, yes, he will be at the next meeting.

7. ADJOURNMENT – The meeting adjourned at 7:33 PM  
Next Meeting October 7, 2025.

### 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. DIRECTORS INFORMATION ITEMS**

**A. WATER RATE PROPOSAL PRESENTATION**





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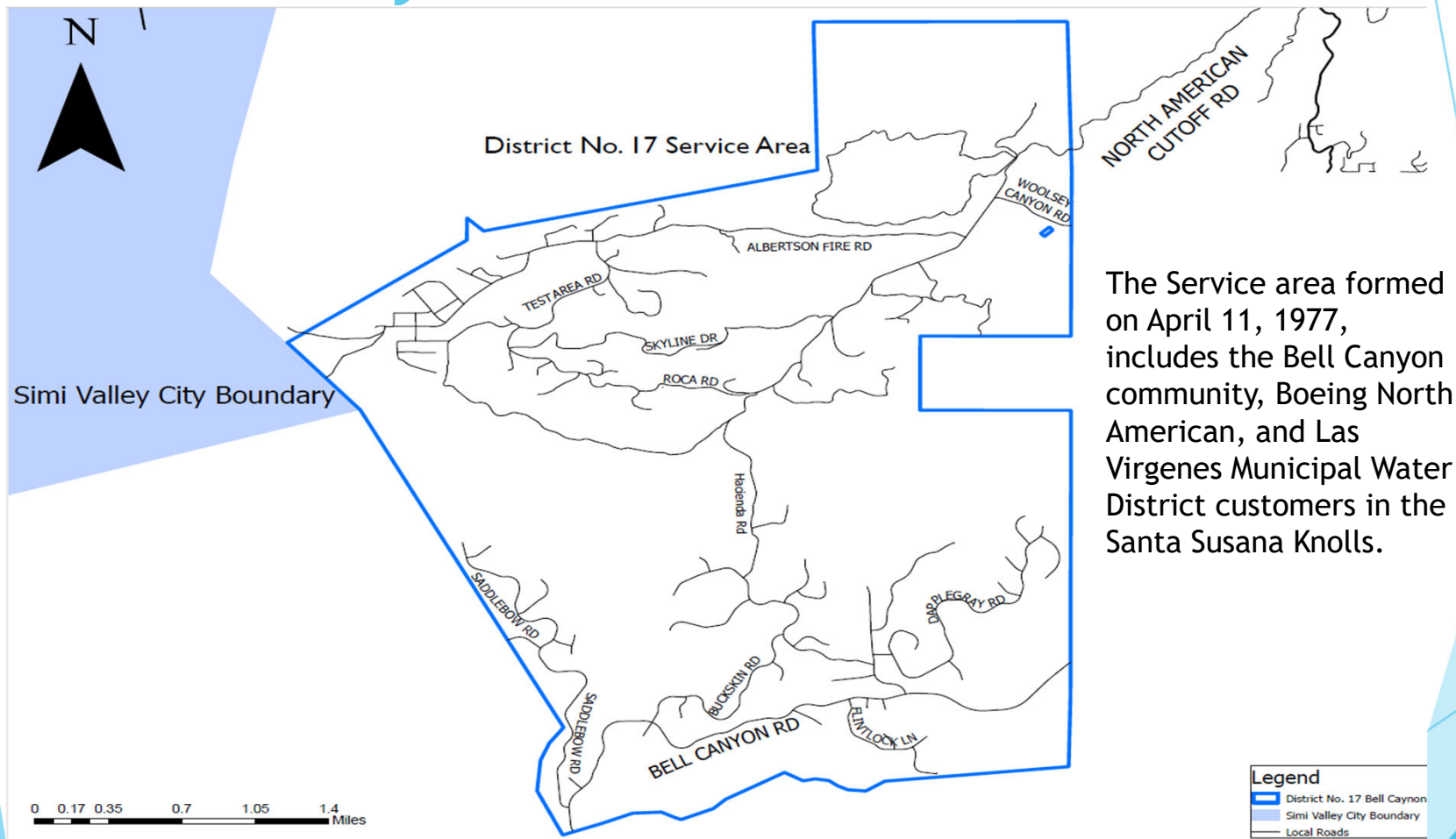
# Public Hearing on Proposed Water Rate for District 17 (Bell Canyon) for Calendar Year (CY) 2026

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Paul Chan, P.E.  
PWA Water and Sanitation Director

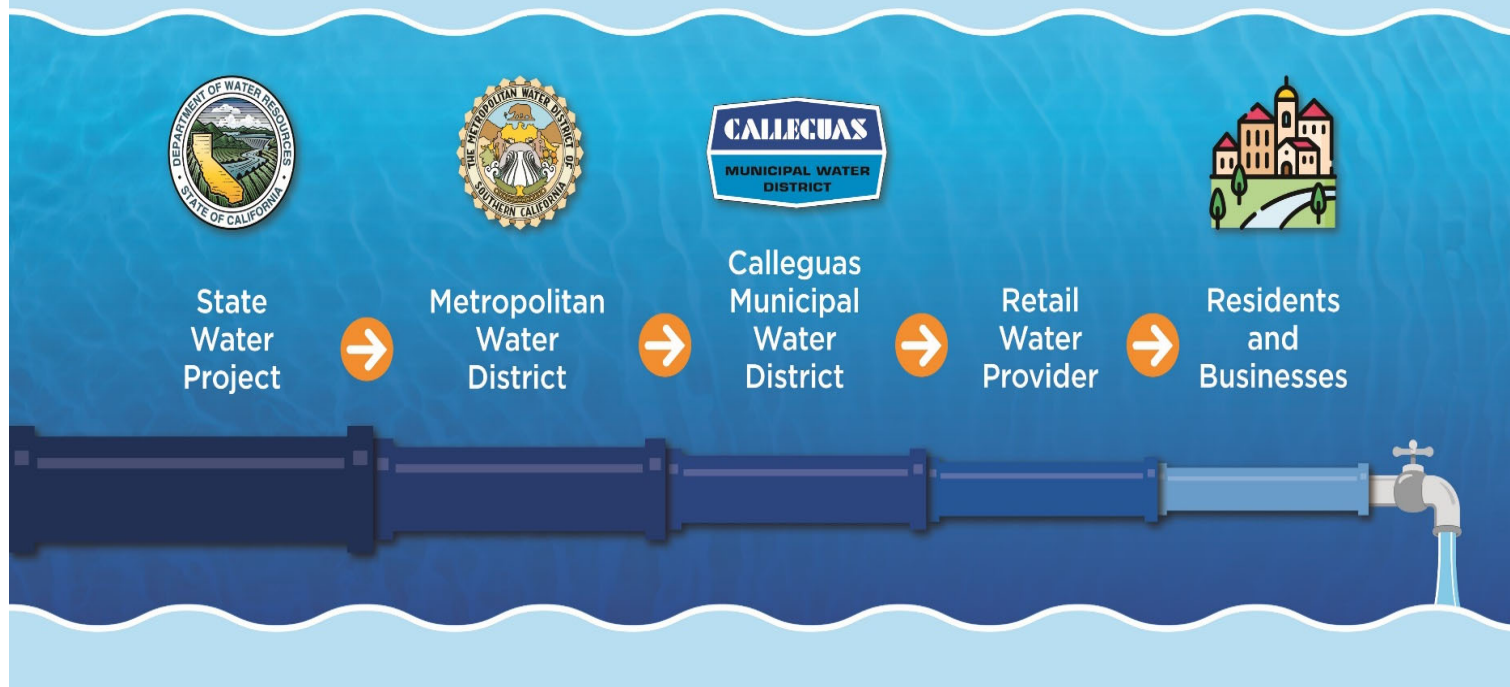
December 16, 2025

## Bell Canyon Water Service Area



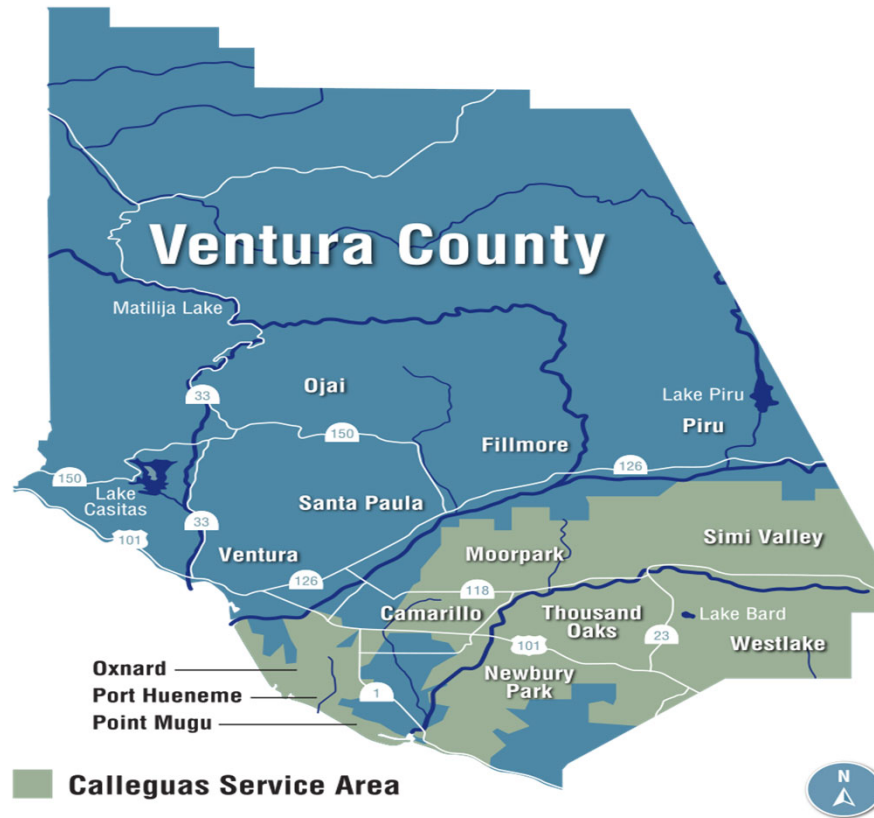
## Bell Canyon Service Area

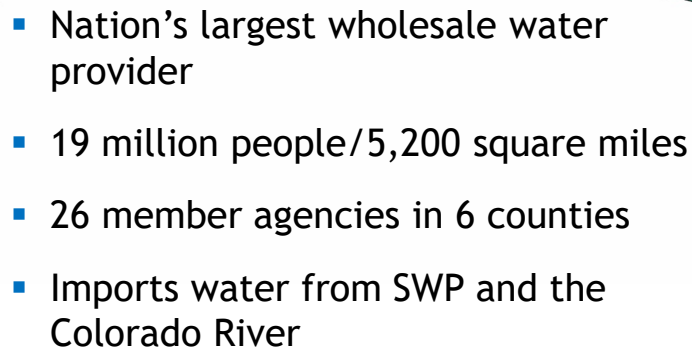
### Path of Imported Water to the Calleguas Service Area



## Bell Canyon Water Supply

- District No.17's entire water supply is imported water.
- Water wholesaler Calleguas Municipal Water District (CMWD) imports State Water Project (SWP) water from the Metropolitan Water District of Southern California (MWD).
- 19 purveyors serving 650,000+ people, 3/4 of the population of Ventura County.





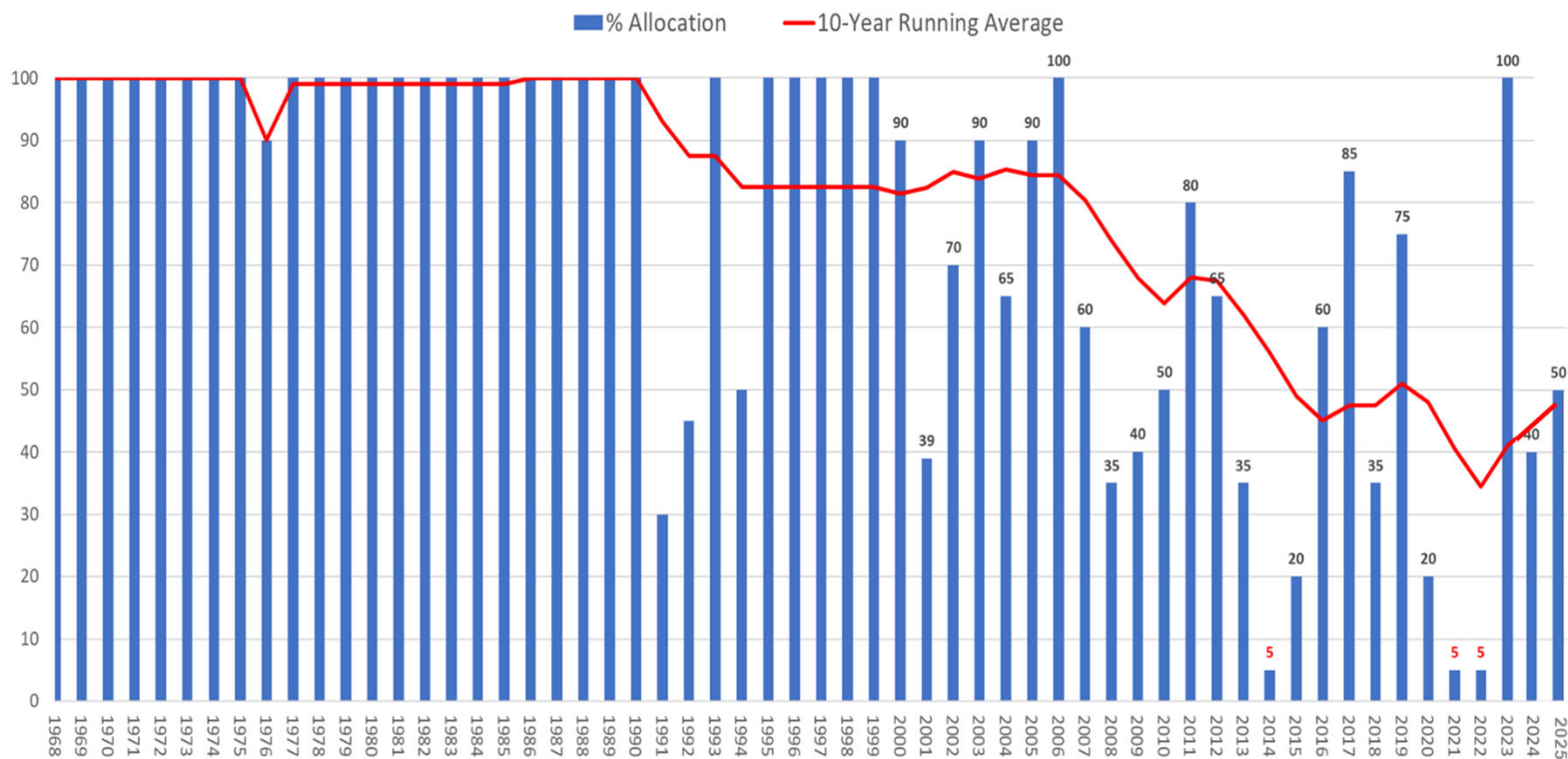


# **PUBLIC** **VENTURA COUNTY** **WORKS**

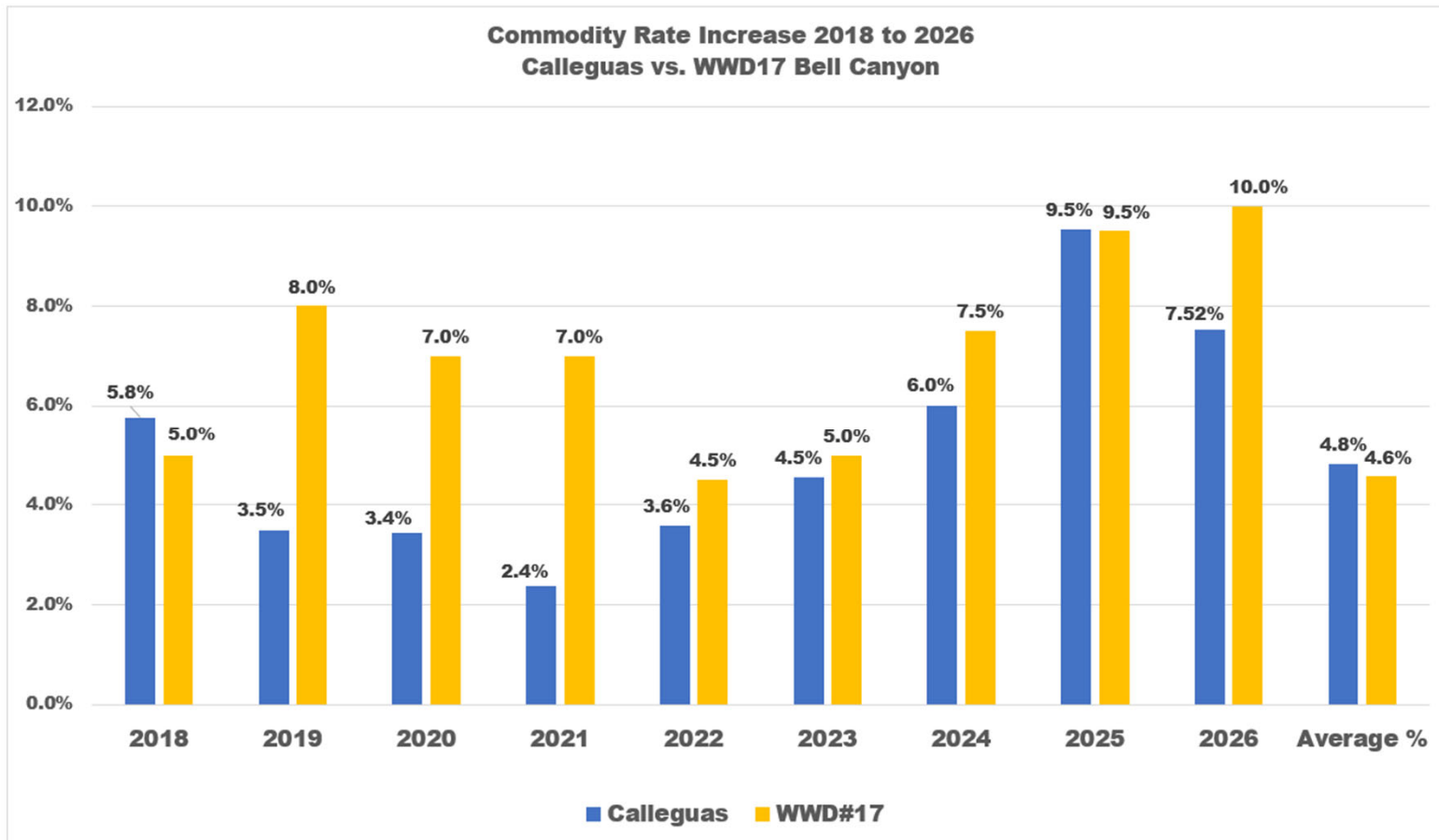


## Bell Canyon State Water

State Water Project Allocations

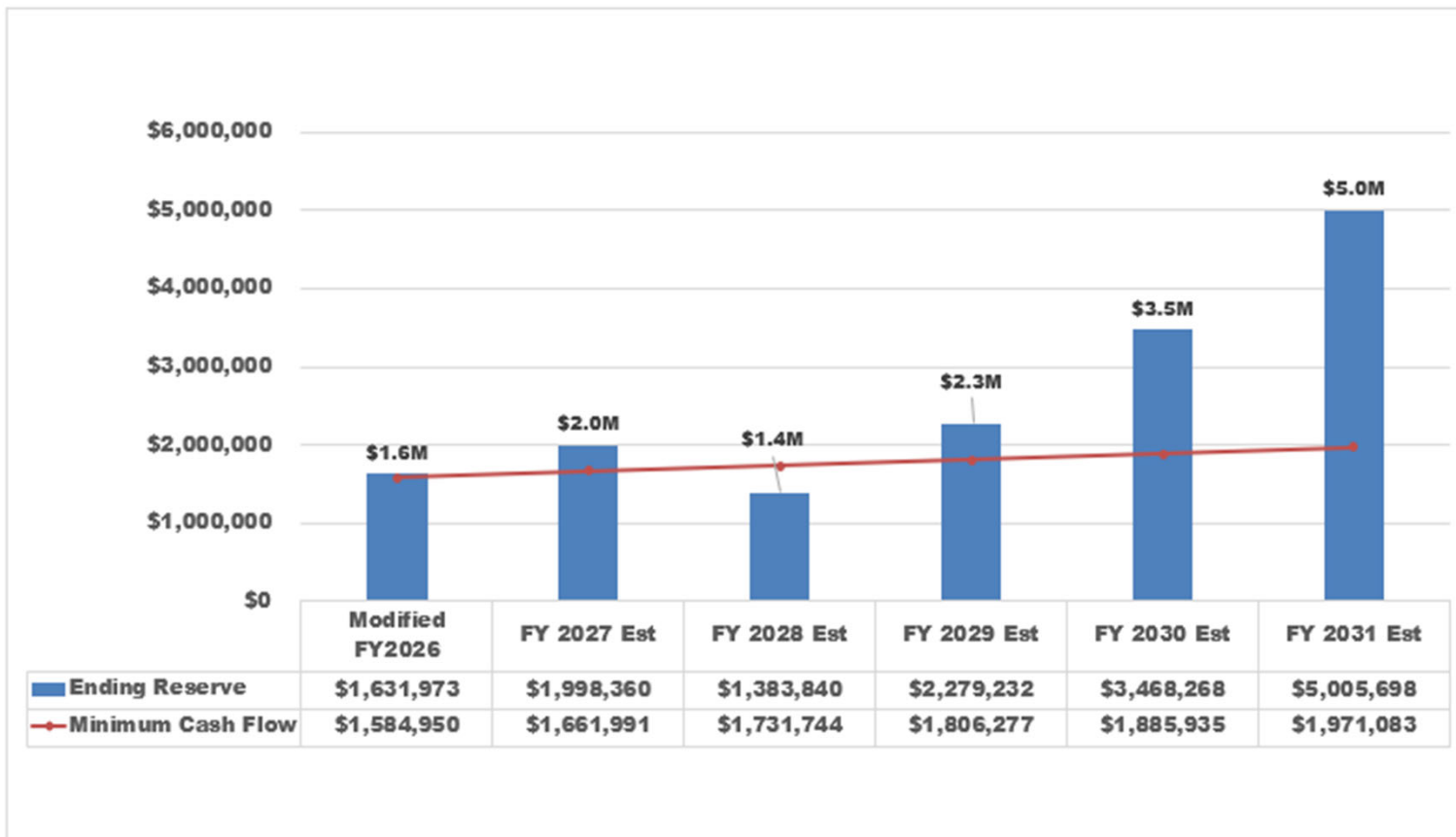


## Bell Canyon vs. CWMD Historical Rate Increases

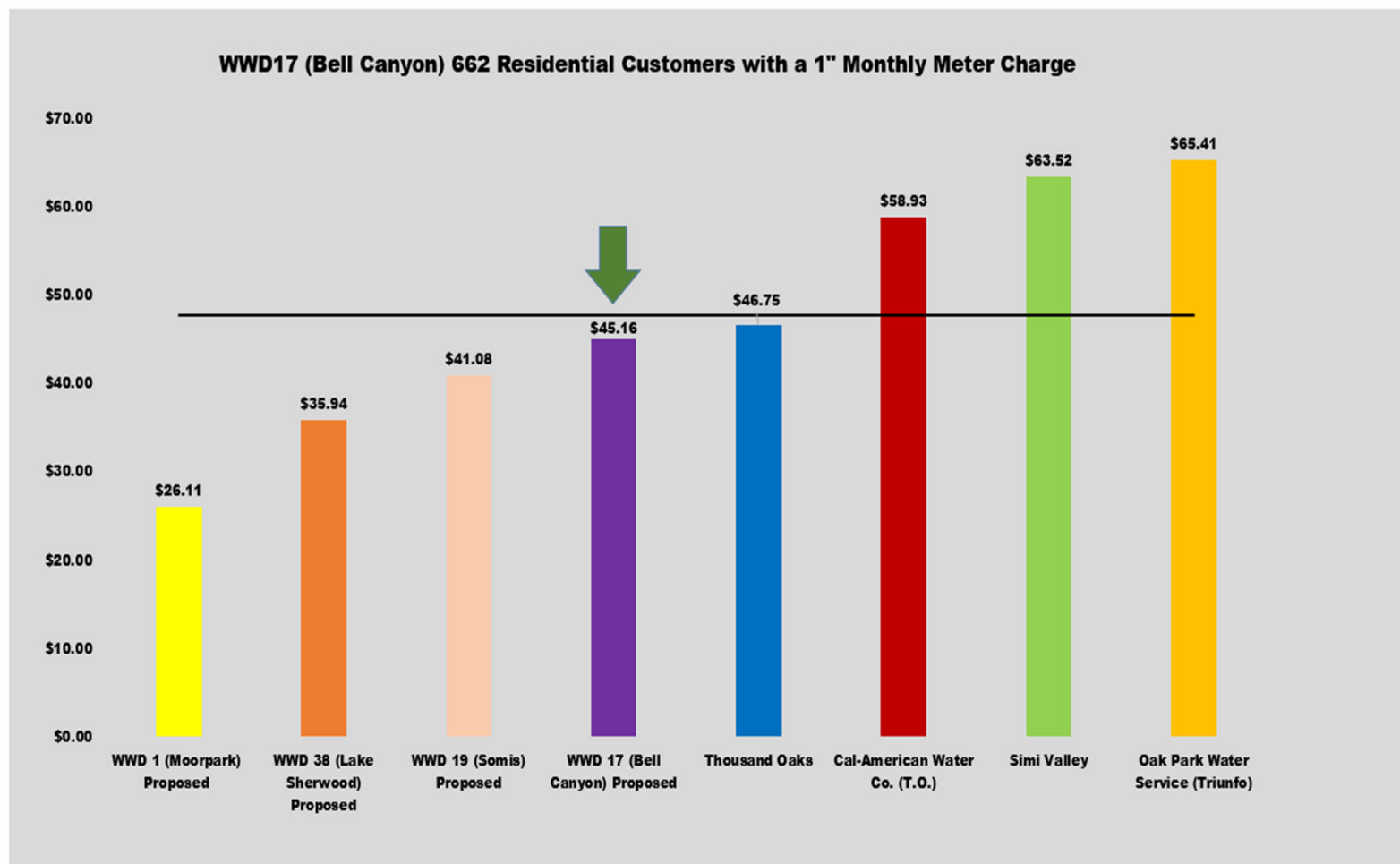




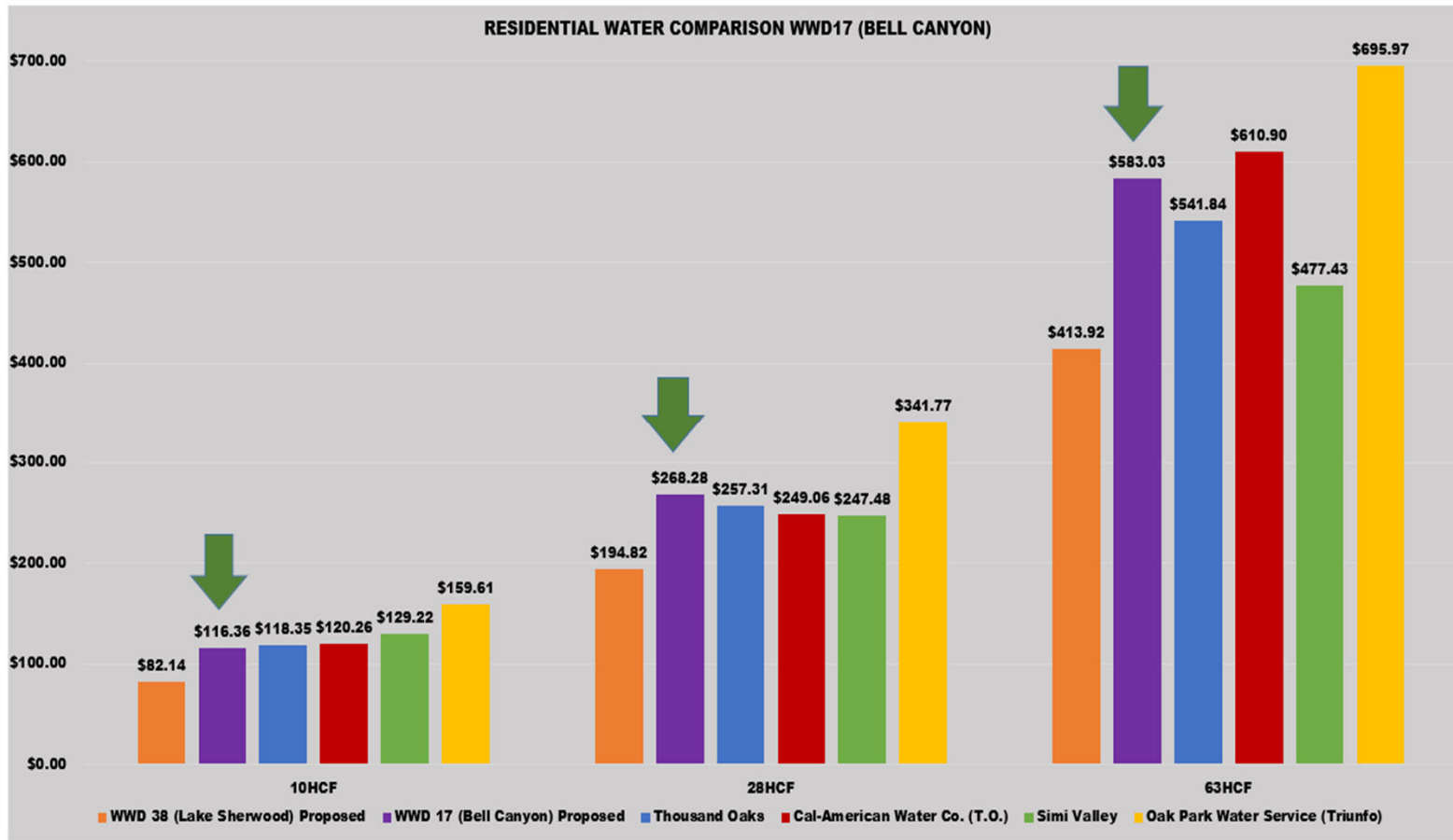
## Bell Canyon Reserves vs. Cash Flow with 10% Rate Increase FY2026 - FY2031



## Bell Canyon Proposed Fixed Charge Meter Rate Comparison



## Bell Canyon Proposed Commodity Rate Comparison



## Bell Canyon Proposed CY 2026 Water Rate

10% rate increase for commodity and fixed charges

- Leverage cash reserve to pay for reservoir piping
- Maintain cash reserve to mitigate catastrophic risk

# Questions?



**5. DISTRICT STAFF REPORT**

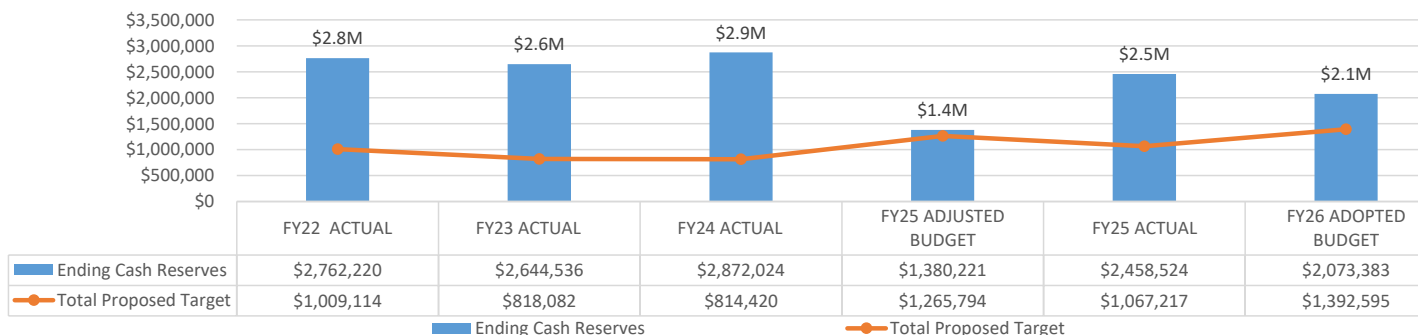
- A. BUDGET AND FINANCIAL REVIEW-An update on the budget and financial status of the District



**WW#17 Bell Canyon  
(Water) ADHOC SUMMARY**

|                                                  |                                 |  | FY22 ACTUAL         | FY23 ACTUAL          | FY24 ACTUAL         | FY25 ADJUSTED BUDGET   | FY25 ACTUAL          | FY26 ADOPTED BUDGET  |
|--------------------------------------------------|---------------------------------|--|---------------------|----------------------|---------------------|------------------------|----------------------|----------------------|
| <b>OPERATION AND MAINTENANCE</b>                 |                                 |  |                     |                      |                     |                        |                      |                      |
| <b>Operating Revenue:</b>                        |                                 |  |                     |                      |                     | a                      |                      |                      |
| Water Sales                                      |                                 |  | \$3,124,135         | \$2,222,844          | \$2,466,710         | \$3,455,901            | \$3,230,060          | \$4,111,689          |
| Other Revenue                                    |                                 |  | \$70,108            | \$46,154             | \$50,421            | \$56,560               | \$55,167             | \$52,082             |
| <b>Total Operating Revenue</b>                   |                                 |  | <b>\$3,194,244</b>  | <b>\$2,268,998</b>   | <b>\$2,517,131</b>  | <b>\$3,512,461</b>     | <b>\$3,285,227</b>   | <b>\$4,163,771</b>   |
| <b>Operating Expenditure:</b>                    |                                 |  |                     |                      |                     |                        |                      |                      |
| <b>Direct Cost</b>                               |                                 |  |                     |                      |                     |                        |                      |                      |
|                                                  | Imported Water ( Calleguas)     |  | \$2,120,255         | \$1,592,771          | \$1,589,372         | \$2,493,461            | \$2,182,522          | \$2,768,634          |
| <b>Total Direct Cost</b>                         |                                 |  | <b>\$2,120,255</b>  | <b>\$1,592,771</b>   | <b>\$1,589,372</b>  | <b>\$2,493,461</b>     | <b>\$2,182,522</b>   | <b>\$2,768,634</b>   |
| <b>Gross Margin ( Water Sales - Direct Cost)</b> |                                 |  | <b>\$1,073,989</b>  | <b>\$676,226</b>     | <b>\$927,759</b>    | <b>\$1,019,000</b>     | <b>\$1,102,705</b>   | <b>\$1,395,137</b>   |
|                                                  |                                 |  | 66%                 | 70%                  | 63%                 | 71%                    | 66%                  | 66%                  |
| <b>Less: Indirect Operating Cost</b>             |                                 |  |                     |                      |                     |                        |                      |                      |
|                                                  | System Maint. Repairs & Replac. |  | \$57,590            | \$116,335            | \$155,833           | \$133,627              | \$142,802            | \$205,500            |
|                                                  | O&M Labor                       |  | \$347,587           | \$311,135            | \$308,474           | \$677,020              | \$422,019            | \$618,400            |
|                                                  | Other O&M Cost                  |  | \$261,369           | \$362,951            | \$217,319           | \$376,707              | \$229,502            | \$333,172            |
|                                                  | Depreciaton                     |  | \$104,188           | \$104,148            | \$277,877           | \$103,689              | \$161,457            | \$277,877            |
| <b>Total Indirect Operating Cost</b>             |                                 |  | <b>\$770,734</b>    | <b>\$894,569</b>     | <b>\$959,503</b>    | <b>\$1,291,043</b>     | <b>\$955,780</b>     | <b>\$1,434,949</b>   |
| <b>Total Operating Net Cost</b>                  |                                 |  | <b>\$303,255.0</b>  | <b>(\$218,342.2)</b> | <b>(\$31,743.5)</b> | <b>(\$272,043.3)</b>   | <b>\$146,925.5</b>   | <b>(\$39,811.6)</b>  |
| <b>Minimum Balance</b>                           |                                 |  |                     |                      |                     |                        | (\$178,669)          | (\$232,232)          |
| 25%                                              | of O&M expenses                 |  | \$696,700           | \$595,798            | \$567,749           | \$920,204              | \$744,211            | \$981,426            |
| 10%                                              | of rate revenue                 |  | \$312,414           | \$222,284            | \$246,671           | \$345,590              | \$323,006            | \$411,169            |
| <b>Total Required Reserves</b>                   |                                 |  | <b>\$1,009,114</b>  | <b>\$818,082</b>     | <b>\$814,420</b>    | <b>\$1,265,794</b>     | <b>\$1,067,217</b>   | <b>\$1,392,595</b>   |
| <b>CAPITAL PROJECTS</b>                          |                                 |  |                     |                      |                     |                        |                      |                      |
| <b>Capital Financing Sources</b>                 |                                 |  |                     |                      |                     | a                      |                      |                      |
| State Federal Aid                                |                                 |  | \$14,376            | \$0                  | \$0                 | \$0                    | \$0                  | \$0                  |
| Capital Improv Charges & Other Revenues          |                                 |  | \$10,813            | \$76,397             | \$116,212           | \$99,592               | \$131,466            | \$103,593            |
| Long Term Debt Proceeds                          |                                 |  | \$0                 | \$0                  | \$0                 | \$0                    | \$0                  | \$22,000,000         |
| Depreciaton                                      |                                 |  | \$104,188           | \$104,148            | \$277,877           | \$103,689              | \$161,457            | \$277,877            |
| <b>Total Capital Financing</b>                   |                                 |  | <b>\$129,376</b>    | <b>\$180,545</b>     | <b>\$394,089</b>    | <b>\$203,281</b>       | <b>\$292,923</b>     | <b>\$22,381,470</b>  |
| <b>Capital Expenditures</b>                      |                                 |  |                     |                      |                     |                        |                      |                      |
| Misc Water System Improvement                    |                                 |  | \$0                 | \$0                  | \$0                 | \$55,000               | \$0                  | \$0                  |
| Capital Replacement                              |                                 |  | \$0                 | \$0                  | \$0                 | \$0                    | \$0                  | \$50,000             |
| Capital Acquisition                              |                                 |  | \$153,454           | \$79,887             | \$134,857           | \$1,368,040            | \$853,348            | \$22,676,800         |
| Other Capital Expenditures                       |                                 |  | \$0                 | \$0                  | \$0                 | \$0                    | \$0                  | \$0                  |
| <b>Total Capital Expenditures</b>                |                                 |  | <b>\$153,454</b>    | <b>\$79,887</b>      | <b>\$134,857</b>    | <b>\$1,423,040</b>     | <b>\$853,348</b>     | <b>\$22,726,800</b>  |
| <b>Total Capital Net Cost</b>                    |                                 |  | <b>(\$24,077.3)</b> | <b>\$100,658.1</b>   | <b>\$259,231.3</b>  | <b>(\$1,219,759.3)</b> | <b>(\$560,425.2)</b> | <b>(\$345,329.9)</b> |
| <b>Beginning Cash Reserves</b>                   |                                 |  | <b>\$2,483,043</b>  | <b>\$2,762,220</b>   | <b>\$2,644,536</b>  | <b>\$2,872,024</b>     | <b>\$2,872,024</b>   | <b>\$2,458,524</b>   |
| Increase (Decrease) in Reserves                  |                                 |  | \$279,178           | (\$117,684)          | \$227,488           | (\$1,491,803)          | (\$413,500)          | (\$385,142)          |
| <b>Ending Cash Reserves</b>                      |                                 |  | <b>\$2,762,220</b>  | <b>\$2,644,536</b>   | <b>\$2,872,024</b>  | <b>\$1,380,221</b>     | <b>\$2,458,524</b>   | <b>\$2,073,383</b>   |
|                                                  |                                 |  | \$0                 |                      |                     |                        |                      |                      |

Cash Reserves Between Fiscal Years



**5. DISTRICT STAFF REPORT**

- B. 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.



## **5. DISTRICT STAFF REPORT**

- C. CAPITAL PROJECTS – Status Report provides regular reporting on the status of the active capital projects within the District.

September 2025

ACTIVE CAPITAL PROJECTS REPORT - WATER AND SANITATION DEPARTMENT

| Project Name                                                                                | Phase  | Target Date  | Project Updates                                                                                                           |
|---------------------------------------------------------------------------------------------|--------|--------------|---------------------------------------------------------------------------------------------------------------------------|
| Construct Reservoir No. 3 at Bell Canyon off the southernmost part of Bell Canyon Road.     | Design | 1st Qrt 2026 | Modifying AECOM's design contract (re-60%, misc. design changes). CEQA study on hold pending completion of re-60% design. |
| Replace Creek Crossing Waterline at Bell Canyon between Saddlebow Road and Stagecoach Road. | Design | 1st Qrt 2026 | AECOM is working on design in conjunction with Reservoir 3.                                                               |

## **5. DISTRICT STAFF REPORT**

### **D. O&M UPDATE**

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

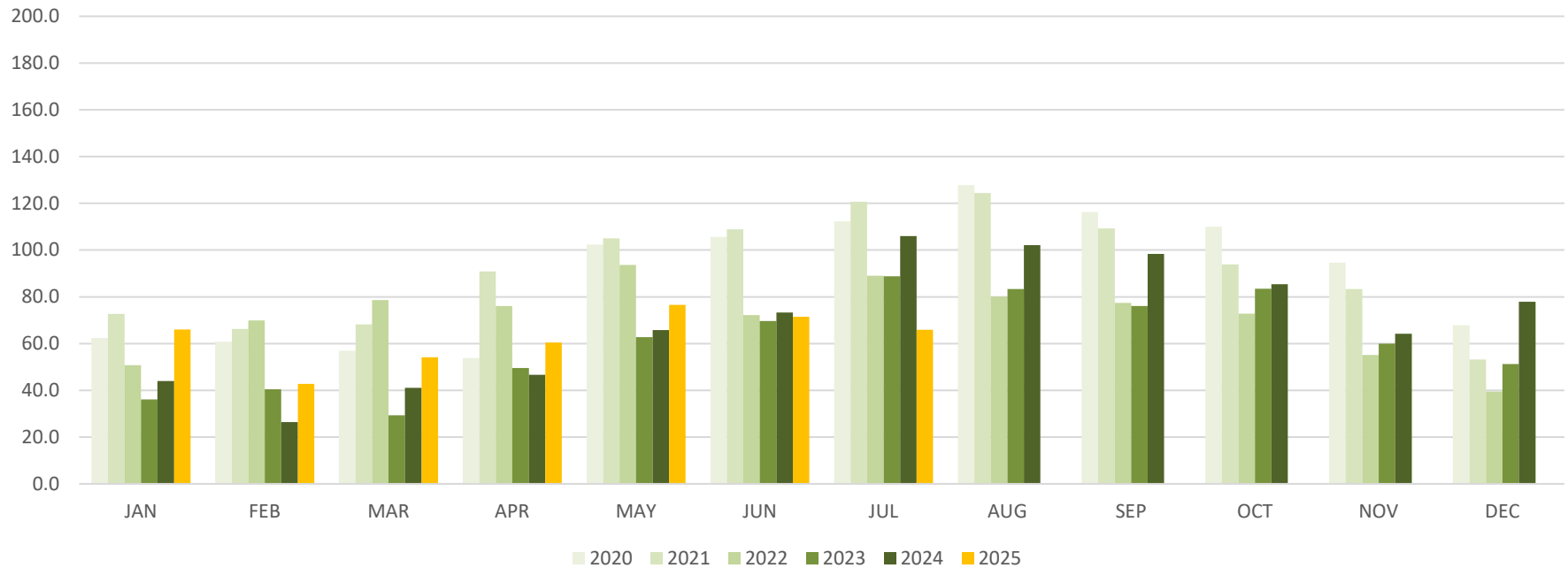


# District 17 O&M Updates

October 7, 2025 CAC Meeting

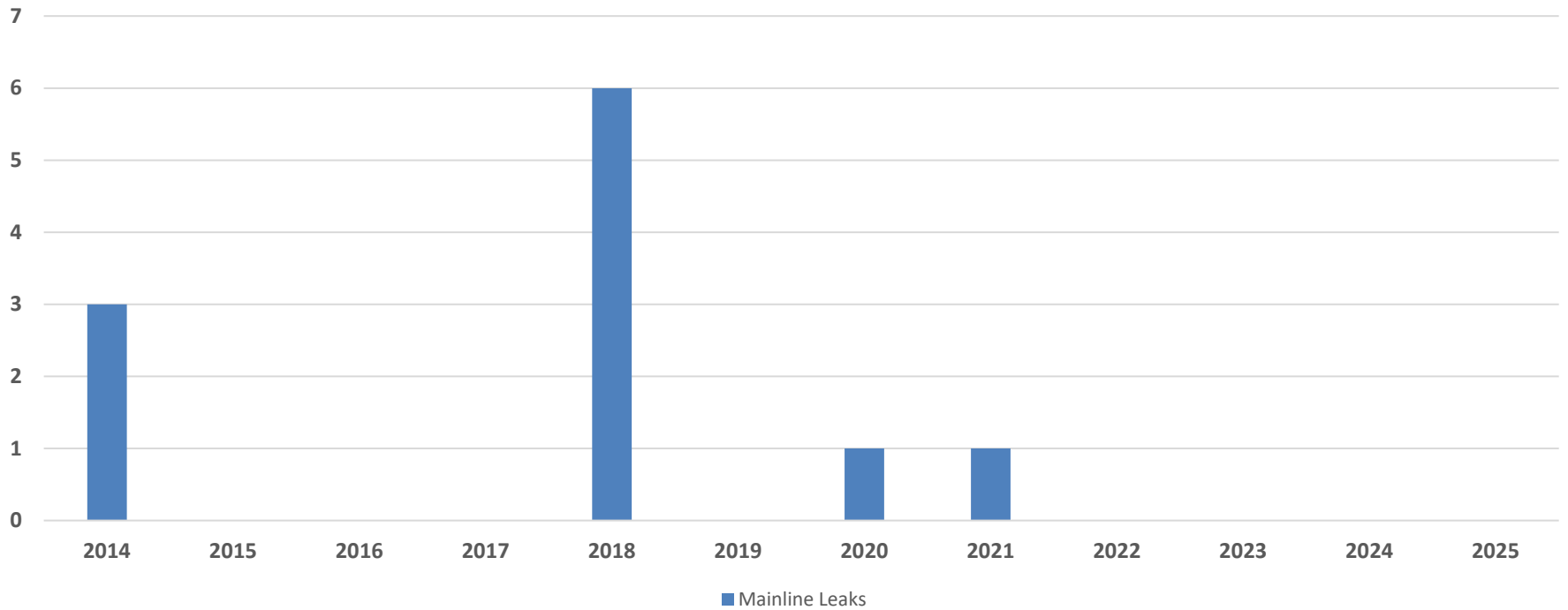
# Operations & Maintenance – Water Efficiency

District 17 Monthly Demand (AF)

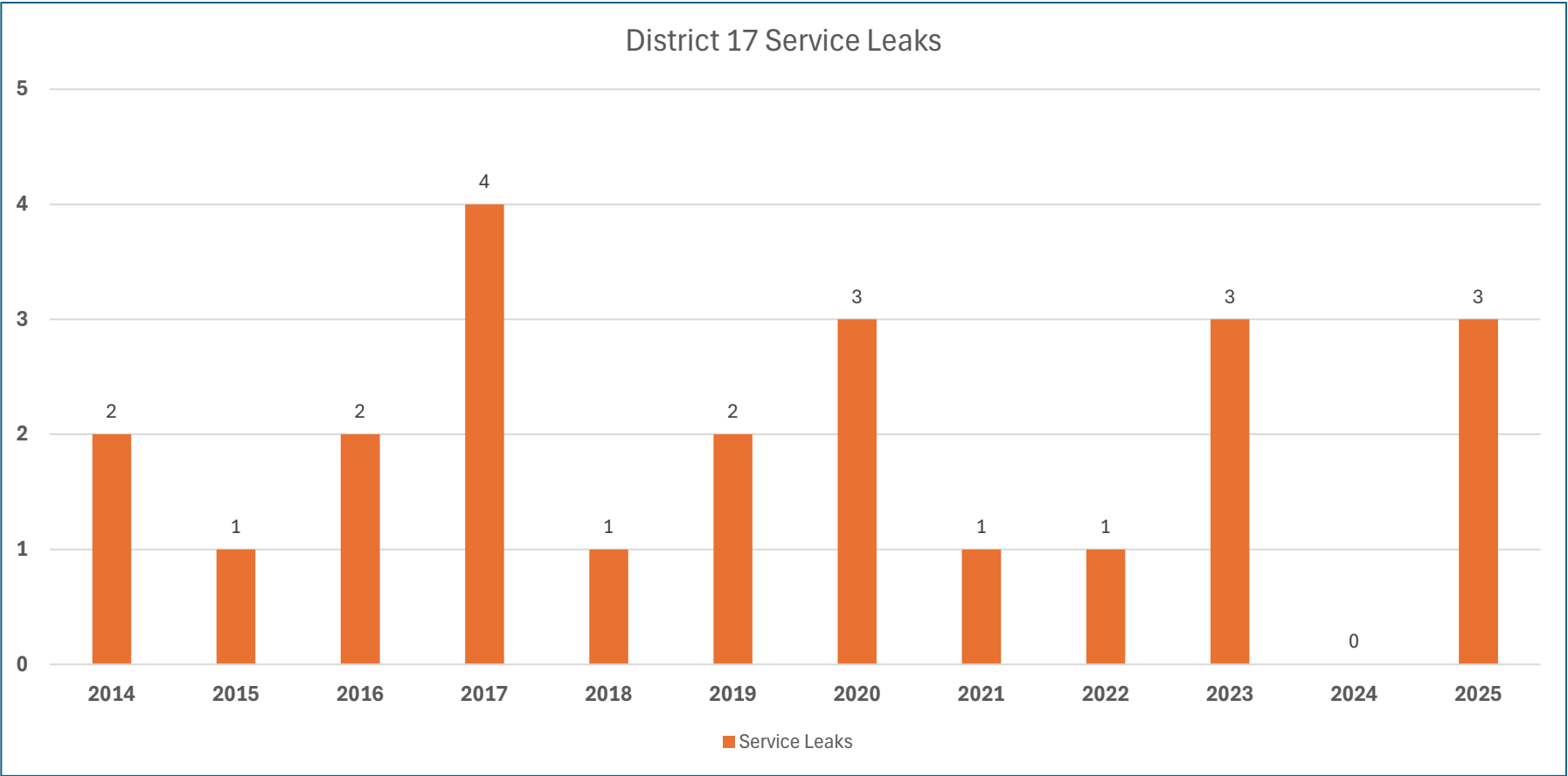


Ventura County Waterworks - FY2026 Q1 Update

### District 17 Mainline Leaks



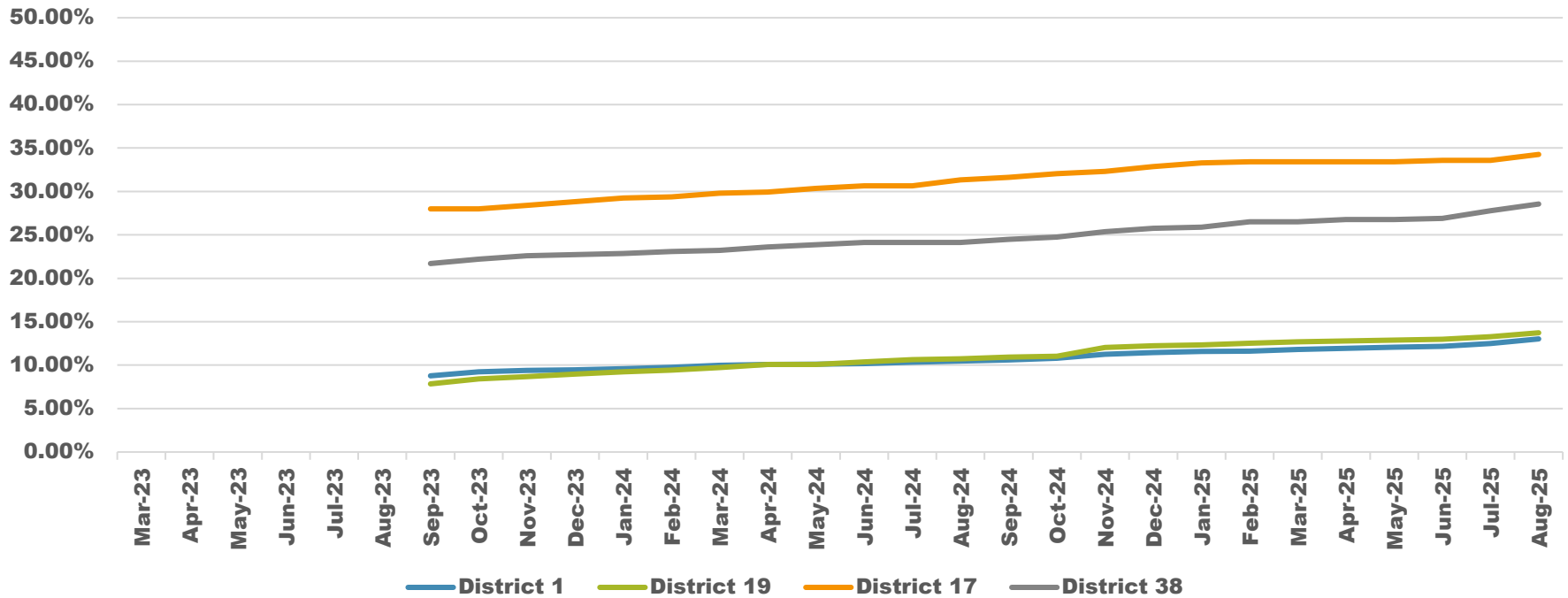
Ventura County Waterworks - FY2026 Q1 Update



Ventura County Waterworks - FY2026 Q1 Update

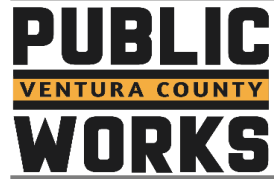
# AMI Report

Percentage of Registered Accounts per District as of August 2025



Ventura County Waterworks - FY2026 Q1 Update





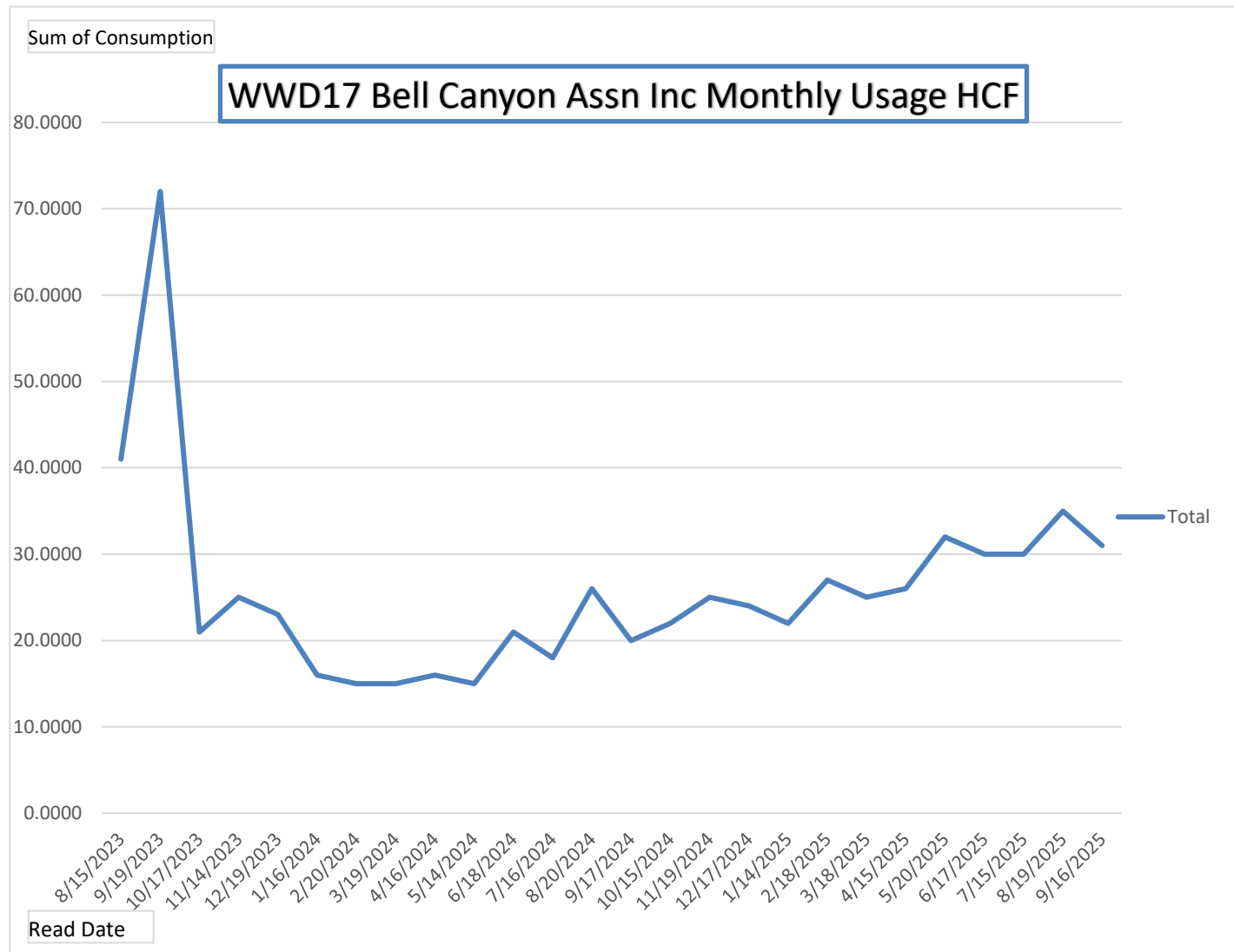
# Questions?

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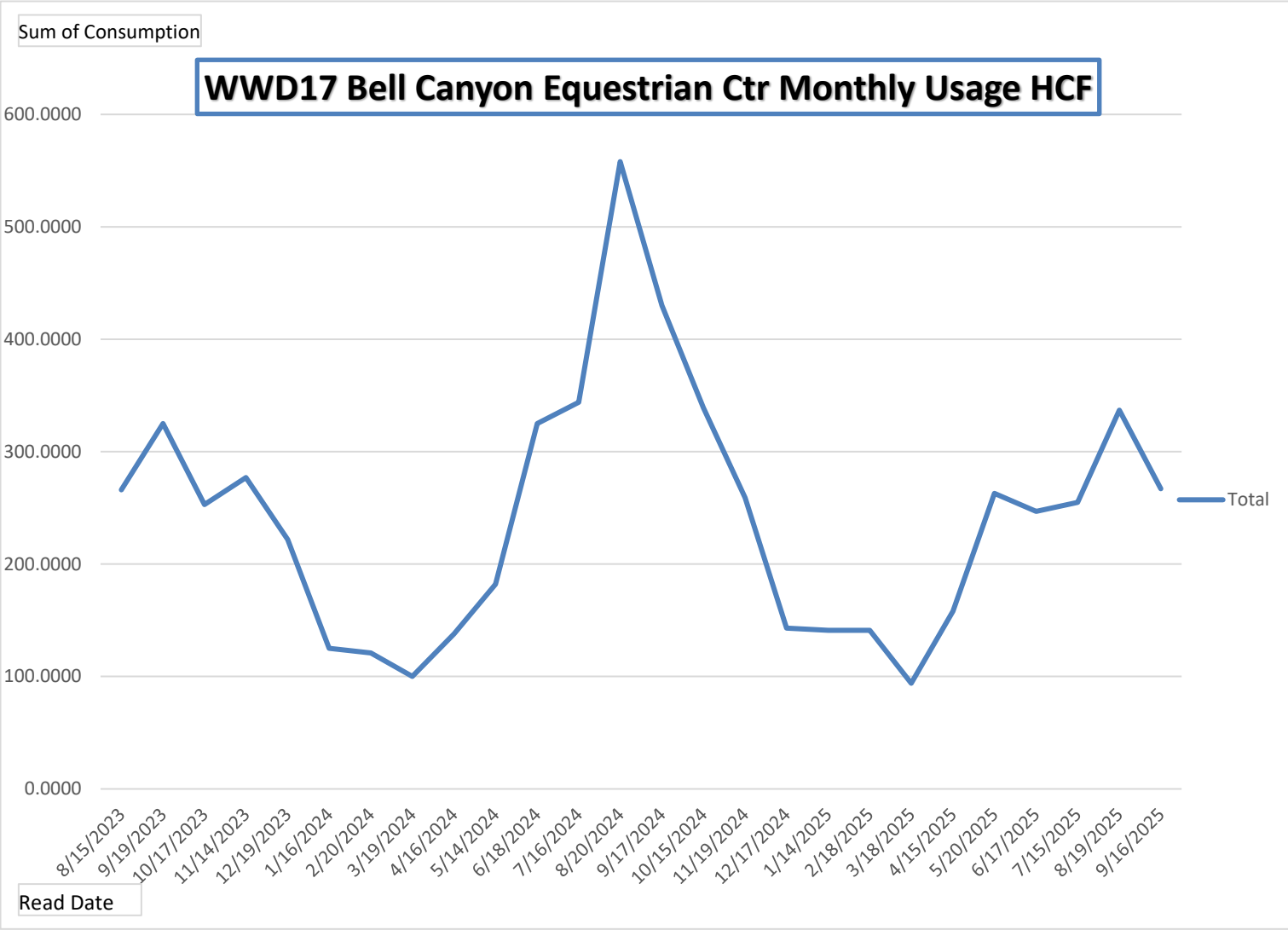
**5. DISTRICT STAFF REPORT**

E. HOA/Equestrian Center Water Usage

| Row Labels         | Sum of Consumption |
|--------------------|--------------------|
| 8/15/2023          | 41.0000            |
| 9/19/2023          | 72.0000            |
| 10/17/2023         | 21.0000            |
| 11/14/2023         | 25.0000            |
| 12/19/2023         | 23.0000            |
| 1/16/2024          | 16.0000            |
| 2/20/2024          | 15.0000            |
| 3/19/2024          | 15.0000            |
| 4/16/2024          | 16.0000            |
| 5/14/2024          | 15.0000            |
| 6/18/2024          | 21.0000            |
| 7/16/2024          | 18.0000            |
| 8/20/2024          | 26.0000            |
| 9/17/2024          | 20.0000            |
| 10/15/2024         | 22.0000            |
| 11/19/2024         | 25.0000            |
| 12/17/2024         | 24.0000            |
| 1/14/2025          | 22.0000            |
| 2/18/2025          | 27.0000            |
| 3/18/2025          | 25.0000            |
| 4/15/2025          | 26.0000            |
| 5/20/2025          | 32.0000            |
| 6/17/2025          | 30.0000            |
| 7/15/2025          | 30.0000            |
| 8/19/2025          | 35.0000            |
| 9/16/2025          | 31.0000            |
| <b>Grand Total</b> | <b>673.0000</b>    |



| Row Labels         | Sum of Consumption |
|--------------------|--------------------|
| 8/15/2023          | 266.0000           |
| 9/19/2023          | 325.0000           |
| 10/17/2023         | 253.0000           |
| 11/14/2023         | 277.0000           |
| 12/19/2023         | 222.0000           |
| 1/16/2024          | 125.0000           |
| 2/20/2024          | 121.0000           |
| 3/19/2024          | 100.0000           |
| 4/16/2024          | 138.0000           |
| 5/14/2024          | 182.0000           |
| 6/18/2024          | 325.0000           |
| 7/16/2024          | 344.0000           |
| 8/20/2024          | 558.0000           |
| 9/17/2024          | 430.0000           |
| 10/15/2024         | 339.0000           |
| 11/19/2024         | 259.0000           |
| 12/17/2024         | 143.0000           |
| 1/14/2025          | 141.0000           |
| 2/18/2025          | 141.0000           |
| 3/18/2025          | 94.0000            |
| 4/15/2025          | 158.0000           |
| 5/20/2025          | 263.0000           |
| 6/17/2025          | 247.0000           |
| 7/15/2025          | 255.0000           |
| 8/19/2025          | 337.0000           |
| 9/16/2025          | 267.0000           |
| <b>Grand Total</b> | <b>6310.0000</b>   |



**5. DISTRICT STAFF REPORT**

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 presented, before the Ventura County Board of Supervisors.

12/16/2025 Water Rate Hearing for WWD17

G. UPDATE ON AVENUES OF PUBLIC OUTREACH –How the District is reaching out to its customers concerning water conservation.

**6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA  
ITEMS**

**7. ADJOURNMENT**

\*The next regularly scheduled District 17 CAC meeting will held  
on February 24, 2026.