



**AGENDA  
REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
CARPINTERIA VALLEY WATER DISTRICT**

**Wednesday, August 11, 2021 at 5:30 p.m.**

**Tele-Meeting**

<https://us06web.zoom.us/j/82766606117?pwd=YW95bUZsRnNjQ3lZcUNDTHAxUHdZUT09>

**Meeting ID: 827 6660 6117**

**Passcode: 988398**

BOARD OF DIRECTORS

*Matthew Roberts  
President  
Case Van Wingerden  
Vice President  
Polly Holcombe  
Shirley L. Johnson  
Kenneth Stendell*

GENERAL MANAGER

*Robert McDonald, P.E. MPA*

**THE CARPINTERIA VALLEY WATER DISTRICT HAS DETERMINED THIS MEETING TO BE AN ESSENTIAL PUBLIC MEETING THAT WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-33-20 AND SANTA BARBARA COUNTY HEALTH OFFICER'S ORDER**

In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.

**To minimize the potential spread of the COVID-19 virus, the Carpinteria Valley Water District is not permitting public access to the City Council Chamber and Boardroom for this meeting at this time. Meeting may be viewed, live or recorded, on the Districts Website through the Granicus platform**

If interested in participating in a matter before the Board, you are strongly encouraged provide the Board with public comment in one of the following ways:

1. **Comments** during a meeting may be submitted online through eComment function found on the website <http://cvwd.net/board/meetings.htm> (**Livestream is available online**).
2. Submitting a Written Comment. If you wish to submit a written comment, please email your comment to the Board Secretary at [Public.Comment@cvwd.net](mailto:Public.Comment@cvwd.net) by **5:00 P.M. on the day of the meeting**. Please limit your comments to 250 words. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.
3. Providing Verbal Comment Telephonically. If you wish to make either a general public comment or to comment on a specific agenda item as it is being heard please send an email to the Board Secretary at [Public.Comment@cvwd.net](mailto:Public.Comment@cvwd.net) by **5:00 P.M. on the day of the meeting** and include the following information in your email: (a) meeting date, (b) agenda item number, (c) subject or title of the item, (d) your full name, (e) your call back number including area code. During public comment on the agenda item specified in your email, District staff will make every effort to contact you via your provided telephone number so that you can provide public comment to the Board electronically.

Please note the President has the discretion to limit the speaker's time for any meeting or agenda matter. Since this is an evolving COVID-19 situation, CVWD will provide updates to any changes to this policy as soon as possible. The public is referred to the website at [www.cvwd.net](http://www.cvwd.net). Thank you in advance for taking all precautions to prevent spreading the COVID-19 virus.

1301 Santa Ynez Avenue  
Carpinteria, CA 93013  
(805) 684-2816

\*\*Indicates attachment of document to agenda packet.

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE, President Roberts**
- II. Roll Call, Secretary McDonald**
- III. PUBLIC FORUM (Any person may address the Board of Directors on any matter within its jurisdiction which is not on the agenda.).**
- IV. APPROVAL ITEMS**
  - A. *\*\*Minutes of the Regular Board meeting held on July 28, 2021***
- V. UNFINISHED BUSINESS – None**
- VI. NEW BUSINESS**
  - A. *\*\*Consider acknowledgement and congratulations to winner of Waterwise Garden Contest (for information, General Manager McDonald). Presentation by General Manager McDonald***
  - B. *Consider request by customer 17-170277-04 to approve water leak credit in the amount of \$209.99 as per District Rule No. 15a (i) (for action, General Manager McDonald).***
  - C. *\*\*Consider Board Officers and Committee Assignments (for action, General Manager McDonald).***
  - D. *\*\* Consider approval of revised Rules and Regulations (for action, General Manager McDonald).***
  - E. *\*\*Consider approval of proposal for completion of Urban Water Management Plan from Woodard & Curran in an amount not to exceed \$35,981 (for action, General Manager McDonald). Presentation by General Manager McDonald***
  - F. *\*\*Consider water supply analysis under continued drought conditions (for discussion, General Manager McDonald). Presentation by General Manager McDonald***
  - G. *\*\*Consider approving resolution 1097 to adopt Interim Policy to establish Drought Stages (for action, General Manager McDonald). Presentation by General Manager McDonald***

**VII. DIRECTOR REPORTS (for information)**

- A. \*\*Drought Management & Water Conservation Committee Meeting – July 29, 2021 – Directors Johnson & Van Wingerden**

**VIII. GENERAL MANAGER REPORTS (for information) - None**

- IX. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION [GOVERNMENT CODE SECTION 54956.9(D)(1)]  
Name of Case: Kimball-Griffith LP v. Brenda Wren Burman et. al United States District Court Central District of California. civil action number 2.20-cv-10647 AB (AFMx)**

- X. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION, [GOVERNMENT CODE SECTION 54956.9(D)(1)]: Name of Case: Central Coast Water Authority et al v. Santa Barbara County Flood Control & Water Conservation District et al. (Case No. *not yet assigned*)**

**XI. CONSIDER DATES AND ITEMS FOR AGENDA FOR:**

**CARPINTERIA VALLEY WATER DISTRICT BOARD MEETING OF AUGUST 25, 2021 AT 5:30 P.M., TELE-CONFERENCE**

**XII. ADJOURNMENT.**

Robert McDonald, Secretary

Note: The above Agenda was posted at Carpinteria Valley Water District Administrative Office in view of the public no later than 5:30 p.m., August 6, 2021. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied benefits of, the District's programs, services, or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at (805) 684-2816. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Carpinteria Valley Water district offices located at 1301 Santa Ynez Avenue, Carpinteria during normal business hours, from 8 am to 5 pm.

	<b>MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS</b>
	<b>CARPINTERIA VALLEY WATER DISTRICT</b>
	<b>July 28, 2021</b>
	<p>Vice President Van Wingerden called the regular meeting of the Carpinteria Valley Water District Board of Directors held via tele-conference at 5:30 p.m., Wednesday, July 28, 2021 and led the Board in the Pledge of Allegiance.</p> <p>In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.</p>
<b>Roll Call</b>	Directors Present: Holcombe, Van Wingerden, Stendell and Johnson
	Director Absent: Roberts absent for roll call but joined the meeting at 6:30pm
	Others Present: Bob McDonald
	Roger Myers Norma Rosales
<b>PUBLIC FORUM</b>	No one from the public addressed the Board.
<b>MINUTES</b>	<p>Following discussion, Director Holcombe moved, and Director Stendell seconded the motion to approve the minutes of the Board meeting held on June 30, 2021. The motion carried by a 4-0-1 vote, with Director Roberts absent. The minutes were approved by roll call as follows;</p> <p>Ayes: Stendell, Johnson, Holcombe and Van Wingerden Nays: None Abstain: None Absent: Roberts</p>
<b>DISBURSEMENT REPORT</b>	<p>Following discussion, Director Holcombe moved, and Director Johnson seconded the motion to approve the monthly bills for the period June 16 through July 15, 2021. The motion carried by a 4-0-1 vote with Director Roberts absent. The report was approved by roll call as follows;</p>

	<p>Ayes: Johnson, Holcombe, Van Wingerden and Stendell  Nayes: None  Absent: Roberts</p>
<b>ADJOURN</b>	<p>Director Van Wingerden opened the Carpinteria Groundwater Sustainability Agency Board Meeting at 5:40 p.m.</p>
<b>RECONVENED TO REGULAR BOARD MEETING</b>	<p>Director Van Wingerden reconvened the regular Board meeting at 6:35 p.m. with a temporary recess from CGSA to return for final voting.</p>
<b>RESOLUTION 1093</b>	<p>General Manager McDonald and Assistant Manager Rosales presented to consider and discuss the adoption of revised Resolution 1093 approving Capital Cost Recovery schedule.</p> <p>Following discussion, Director Johnson moved, and Director Holcombe seconded the motion to approve the revised Resolution 1093. The motion carried by a 5-0 vote. The motion was approved by roll call as follows:</p> <p>Ayes: Van Wingerden, Johnson, Roberts, Stendell and Holcombe  Nayes: None  Absent: None</p>
<b>RULES AND REGULATIONS</b>	<p>Assistant Manager Rosales presented the changes to Rules and Regulations. The changes were to an attachment to the Rules and Regs for the Capital Cost Recovery Fees. The revised Rules and Regs will come back on Aug 11<sup>th</sup> for Board approval.</p>
<b>RETRO CIP CREDIT</b>	<p>Assistant Manager Rosales presented to consider and discuss a request by customer 18-180657-01 to approve retro CIP credit in the amount of \$133.20.</p> <p>Following discussion, Director Johnson moved, and President Roberts seconded the motion to approve the CIP credit in the amount of \$133.20. The motion carried by a 5-0 vote. The motion was approved by roll call as follows:</p> <p>Ayes: Van Wingerden, Johnson, Roberts, Stendell and Holcombe  Nayes: None  Absent: None</p>
<b>CEQA ANALYSIS</b>	<p>General Manager McDonald presented to consider and discuss the approval of proposal to complete CEQA analysis for Clustered Monitoring Well at El Carro Park from Padre Associates, not to exceed \$18,500.00.</p> <p>Following discussion, Director Stendell moved, and Director Holcombe seconded the motion to approve the proposal to complete CEQA analysis from Padre Associates, not to exceed</p>

	<p>\$18,500.00. The motion carried by a 5-0 vote. The motion was approved by roll call as follows:</p> <p>Ayes: Van Wingerden, Johnson, Roberts, Stendell and Holcombe  Nays: None  Absent: None</p>
<b>DROUGHT DECLARATION</b>	<p>General Manager McDonald presented to discuss the Drought Declaration by State of California and Santa Barbara County. GM McDonald will discuss at the Drought Committee the Districts plans to respond to the drought.</p>
<b>ACQUISITION OF REAL PROPERTY</b>	<p>General Manager McDonald presented to consider and discuss the approval of proposal for appraisal and purchasing services related to possible acquisition of real property for the CAPP, not to exceed \$40,000.00.</p> <p>Following discussion, President Roberts moved, and Director Holcombe seconded the motion to approve the proposal to possible acquisition of real property for the CAPP, not to exceed \$40,000.00. The motion carried by a 5-0 vote. The motion was approved by roll call as follows:</p> <p>Ayes: Van Wingerden, Johnson, Roberts, Stendell and Holcombe  Nays: None  Absent: None</p>
<b>BARTLETT, PRINGLE &amp; WOLF, LLP</b>	<p>General Manager McDonald presented to consider and discuss the Engagement of Bartlett, Pringle &amp; Wolf, LLP for FY 20/21 Audit services, not to exceed \$32,000.00</p> <p>Following discussion, President Roberts moved, and Director Holcombe seconded the motion to approve the Engagement of Bartlett, Pringle &amp; Wolf, LLP for FY 20/21 Audit services, not to exceed \$32,000.00 with the request of a comparative analysis for following fiscal year. The motion carried by a 4-1-0 vote. The motion was approved by roll call as follows:</p> <p>Ayes: Van Wingerden, Roberts, Stendell and Holcombe  Nays: Johnson  Absent: None</p>
<b>RECONVENED TO THE GSA MEETING</b>	<p>Director Van Wingerden re-opened the Carpinteria Groundwater Sustainability Agency Board Meeting at 7:54 p.m.</p>
<b>RECONVENED TO REGULAR BOARD MEETING</b>	<p>Director Van Wingerden reconvened the regular Board meeting at 7:56 p.m.</p>

<b>CENTRAL COAST WATER AUTHORITY OPERATING COMMITTEE MEETING</b>	Director Johnson did not attend, no verbal report on the Central Coast Water Authority Operating Committee Meeting held on July 8, 2021.
<b>CENTRAL COAST WATER AUTHORITY JOINT OPERATING COMMITTEE MEETING</b>	Director Johnson & General Manager McDonald gave a verbal report on the Central Coast Water Authority Joint Operating Committee Meeting held on July 8, 2021.
<b>CENTRAL COAST WATER AUTHORITY BOARD MEETING</b>	Director Johnson gave a verbal report on the Central Coast Water Authority Board Meeting held on July 22, 2021.
<b>LOCAL GOVERNMENT COMMISSION MEETING</b>	Director Johnson gave a verbal report on the Local Government Commission Meeting, Managing California Groundwater/Climate Change and Multi-Benefit Projects held on July 12, 2021.
<b>CACHUMA OPERATIONS AND MAINTENANCE BOARD MEETING</b>	Director Holcombe gave a verbal report on the Cachuma Operations and Maintenance Board Meeting held on July 26, 2021
<b>NEXT BOARD MEETING</b>	The next regular Board meeting is scheduled to be held on August 11, 2021, via tele-conference.
<b>ADJOURNED TO CLOSED SESSION</b>	At 8:53 p.m. Director Van Wingerden adjourned to closed session to discuss the following items:  <b>IX. CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION [GOVERNMENT CODE SECTION 54956.9(D)(1)] Name of Case: Kimball-Griffith LP v. Brenda Wren Burman et. al United States District Court Central District of California. civil action number 2.20-cv-10647 AB (AFMx).</b>  <b>X. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION, [GOVERNMENT CODE SECTION 54956.9(D)(1)]: Name of Case: Central Coast Water Authority et al v. Santa Barbara County Flood Control &amp; Water Conservation District et al. (Case No. <i>not yet assigned</i>)</b>
<b>BOARD RECONVENED IN OPEN SESSION</b>	At 9:04 p.m. Director Van Wingerden reconvened the Board meeting in open session.  IX. No Reportable Actions  X. No Reportable Actions

<b>ADJOURNMENT</b>	Director Van Wingerden adjourned the meeting at 9:06 p.m.
	Robert McDonald, Secretary





**PUBLIC WORKS DEPARTMENT**  
123 E. Anapamu St. □ Santa Barbara, CA 93101  
(805) 568-3000 □ FAX (805) 568-3019  
www.countyofsb.org/PWD

## **PRESS RELEASE**

### **July 27, 2021**

**Contact:**  
Kalani Durham  
kdurham@cosbpw.net  
(805) 568-3440

### **Carpinteria Resident Wins the *WaterWise Garden Recognition Contest*** **Countywide Contest Recognizes Beautiful, Water Efficient Gardens**

The 2021 *WaterWise Garden Recognition Contest* launched this spring to recognize beautiful, water-efficient residential gardens throughout Santa Barbara County. The Santa Barbara County Water Agency and participating water providers, including the City of Santa Barbara, Montecito Water District, Carpinteria Valley Water District, and Vandenberg Village Community Services District, encouraged residents to enter the running for an agency award and the countywide grand prize. A winner from each participating water provider's service areas received an engraved sandstone sign to display in their gardens.

The County grand prize winner was Donna Grubisic of Carpinteria for her beautiful, water-thrifty pollinator garden.



Motivated by the 1990s drought, Ms. Grubisic removed her lawn and transformed her yard into a beautiful retreat for pollinators. She and her daughter designed the garden together, focusing on plants that would bring color and attract bees, butterflies, and birds to the front yard. Ms. Grubisic, who has raised monarch butterflies and bees in the past, wanted to create a habitat for these species. The garden is water efficient and has no irrigation system installed; it is hand-watered with a pressure-activated garden nozzle and uses rainwater captured in three 300-gallon cisterns attached to the side of the house. The garden features a downspout redirect into a dry creek bed as well as permeable pavers and walkways. Donna and her daughter continue to maintain the garden together and enjoy finding ways to update its design and colors.

Other finalists for the grand prize and winners in their respective regions were George Hopwood and Joseph Navarro of Santa Barbara, Susan and Howard Silver of Montecito, and Colleen Newkirk of Vandenberg Village. The winning gardens encompassed stunning displays of water-wise and native plants, high-efficiency irrigation and a rain garden demonstration. Photos of each garden can be seen at [www.WaterWiseSB.org/GardenContest](http://www.WaterWiseSB.org/GardenContest).

These home gardens demonstrate that water-wise, sustainable landscapes can be lush and colorful, low maintenance, and provide habitat for pollinators and other wildlife. Many winners replaced their original lawns and now enjoy the added benefit of a lower water bill.

After a dry winter, it is important to recognize residents who are doing their part to be water-wise while maintaining a beautiful garden.

Residents throughout Santa Barbara County can visit [www.WaterWiseSB.org](http://www.WaterWiseSB.org) to learn about the Garden Contest winners, water-wise gardening, rainwater harvesting, DIY videos and more.



## DIRECTOR ASSIGNMENTS

<b>Board President</b>	Matt Roberts
<b>Board Vice President</b>	Case Van Wingerden
<b>Cachuma Operations and Maintenance Board (COMB)</b>	Polly Holcombe Alternates: Case Van Wingerden & Shirley Johnson
<b>Central Coast Water Authority (CCWA)</b>	Shirley Johnson Alternates: Ken Stendell & Polly Holcombe
<b>Joint Powers Insurance Authority (JPIA)</b>	JPIA: Matt Roberts Alternates: Polly Holcombe
<b>Recycled Water Committee</b>	Matt Roberts & Ken Stendell Alternates: Shirley Johnson & Case Van Wingerden
<b>Rate and Budget Committee</b>	Matt Roberts & Polly Holcombe Alternates: Ken Stendell & Case Van Wingerden
<b>Strategic Water Management Committee</b>	Shirley Johnson & Matt Roberts Alternates: Ken Stendell & Case Van Wingerden
<b>Regional Government Relations Committee</b>	Polly Holcombe & Case Van Wingerden

**Board Approved: 01/13/21**

**DIRECTOR ASSIGNMENTS**

	Alternates: Ken Stendell & Shirley Johnson
<b>Community Outreach Committee</b>	Matthew Roberts & Polly Holcombe  Alternates: Ken Stendell & Case Van Wingerden
<b>Drought Management &amp; Water Conservation Committee</b>	Shirley Johnson & Polly Holcombe  Alternates: Ken Stendell & Case Van Wingerden
<b>Resource Sustainability Committee</b>	Matt Roberts & Case Van Wingerden  Alternates: Shirley Johnson & Polly Holcombe
<b>Groundwater Management &amp; SGMA Committee</b>	Shirley Johnson and Case Van Wingerden  Alternates: Ken Stendell and Polly Holcombe
<b>Administrative Committee</b>	Shirley Johnson & Case Van Wingerden  Alternates: Polly Holcombe & Matt Roberts

**Board Approved: 01/13/21**



**CARPINTERIA VALLEY WATER  
DISTRICT**

***RULES AND REGULATIONS***

***2021-22***

Adopted by the Board of Directors

August 11, 2021

<b>APPENDIX A: Water Rates and Charges</b>	<b>(Attached)</b>
<b>APPENDIX B: Capital Cost Recovery Fee Schedule</b>	<b>(Attached)</b>
<b>APPENDIX C: Miscellaneous Service Fees and Charges</b>	<b>(Attached)</b>
<b>APPENDIX D: Resolution 1093: Capital Cost Recovery Fee Methodology</b>	<b>(Attached)</b>
<b>APPENDIX E: Customer Classifications / Independent Water Service Definition</b>	<b>(Attached)</b>
<b>APPENDIX F: Resolution 805: Safe and Reliable Water Costs</b>	<b>(Attached)</b>
<b>APPENDIX G: Resolution 637: Rates and Charges (1995)</b>	<b>(Attached)</b>
<b>APPENDIX H: Resolution 1094: Rates and Charges (2021-22)</b>	<b>(Attached)</b>
<b>APPENDIX I: Applications for Service / Termination of Service</b>	<b>(Attached)</b>
<b>APPENDIX J: AMI Meter Reading Opt-out Application</b>	<b>(Attached)</b>

Memo

To: Board of Directors  
From: Norma C. Rosales, Assistant General Manager  
cc: Bob McDonald, General Manager  
Date: July 22, 2021  
Re: Updated Rules and Regulations

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As part of our annual Rules & Regulations review staff has proposed revisions to the following Rules:

<b>RULE</b>	<b>PAGE</b>	<b>DESCRIPTION</b>
Appendix D	57-64	FY 2022 CCRF Resolution

## RESOLUTION NUMBER 1093

### RESOLUTION OF THE BOARD OF DIRECTORS OF CARPINTERIA VALLEY WATER DISTRICT ADOPTING AND ESTABLISHING A METHODOLOGY FOR CALCULATION OF THE CAPITAL COST RECOVERY FEE

WHEREAS, District Ordinance No. 92-1 establishes and requires payment of the Capital Cost Recovery Fee for all new and expanded service connections to the District's system; and

WHEREAS, the purpose of this fee is to reimburse the District for capital cost for facilities in existence at the time the charge is imposed and to finance facilities to be constructed in the future within the District's existing service area which are of proportional benefit to the persons or property being charged; and

WHEREAS, Ordinance No. 92-1 provides that the amount or rate of such Capital Cost Recovery Fee shall be set by the Board by resolution; and

WHEREAS, the District has studied the impacts of new and enlarged service connections on the District's existing services and facilities along with an analysis of new, improved or expanded public facilities and improvements required to maintain service for new or enlarged service connections and prepared and presented data concerning the appropriate rates and methodology for calculating the Capital Cost Recovery Fee, including the following studies:

1. "Resolution Number 687 Resolution of the Board of Directors of Carpinteria Valley Water District Adopting and Establishing a Methodology for Calculation of Capital Cost Recovery Fees" dated July 16, 1997 ("Study 1").
2. "Fire Meter Equivalents", dated May 13, 2004 ("Study 2"), which sets the relationship between new and enlarged connections and the estimated cost and value of District facilities and the relationship between water service charges and fire service charges.
3. "Capital Cost Recovery Fees", dated August 12, 2010 ("Study 3"), which describes the updated valuation of District assets; and

WHEREAS, Studies 1, 2 and 3 were available for public inspection and review ten days prior to this public hearing and notice was given in compliance with Government Code Section 66016(a); and

WHEREAS, a public hearing, noticed pursuant to Government Code Section 66016, was held at a regularly scheduled meeting of the Board; and

WHEREAS, the Board finds that the Capital Cost Recovery Fee based on rates pursuant to this Resolution shall be used to reimburse the District for construction of the public facilities and improvements described or identified in Exhibit A, attached to Studies 1 and 3, as well as the principal and interest debt service cost borne by the District to pay for the District's share of the construction of the Coastal branch of the State Water Project; and



WHEREAS, after considering Studies 1, 2 and 3, the analysis as referenced hereinabove, and the testimony received at the public hearing, the Board approves said studies, and incorporates Studies 1, 2 and 3 herein, and further finds that the cost estimates set forth in Studies 1, 2 and 3 are reasonable estimates of the costs to the District providing for new and enlarged service connections as calculated by the method applied in Studies 1, 2 and 3, and the fees expected to be generated by the Capital Cost Recovery Fee will not exceed the cost of providing such facilities, which include the District's past cost to purchase and construct facilities, and do not exceed the proportional benefit derived by the persons or property upon which the Capital Cost Recovery Fee is imposed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Carpinteria Valley Water District as follows:

1. The following service charge components and debt obligations shall be included in the calculation of the Annual Capital Cost Recovery Fee schedule:
  - a. Accumulated annual Capital Expenditure costs borne by the basic monthly service charge component. This monthly charge component is imposed based on meter size.
  - b. Accumulated annual debt obligations for the State Water Project (SWP) infrastructure, and borne by the SWP monthly service charge component. Participation in the SWP was approved by District customers and citizens on June 4, 1991 and incorporated into the Capital Cost Recovery Fee by the District Board on July 16, 1997, in Resolution No. 687. This monthly charge component is imposed based on meter size. These charges also include Meter Equivalency Fees (MEQ) established by Resolution No. 806 approved by the District Board on July 21, 2004 and superseded by Dwelling Equivalency Charges (DEQ) established by Resolution No. 845 approved by the District Board on May 23, 2007. The MEQ and DEQ fees were imposed on "Domestic Residential Service B" accounts (Master- meter accounts) to more equitably distribute the SWP debt to all District customers or accounts.
  - c. Accumulated annual debt obligations associated with the Capital Improvement Program (CIP), and borne by the CIP monthly service charge component – including capital payments associated with the Cater Water Treatment facility in the City of Santa Barbara. This fee was approved by the District Board on September 20, 2000, in Resolution No. 736 and incorporated into the Capital Cost Recovery Fee. This monthly charge component is imposed based on the number of individual dwelling units in "Domestic Residential Service B" and "Commercial Service C" accounts and the number of sleeping facilities in "Commercial Service B" accounts served by a single meter. The average monthly charge for single-family residences shall be used as the basis for the Capital Cost Recovery Fee paid for new accounts.
    - (i) Exception: The Capital Cost Recovery Fee for private fire service accounts shall not include water quality improvement debt associated with the CIP.
  - d. Other annualized debt specified and approved by the District Board and reviewed and approved in accordance with law. Any new or potential fee incorporated into the Capital Cost Recovery Fee shall adhere to the basic methodology outlined within this document.

2. The Capital Cost Recovery Fee shall be evaluated at the beginning of the fiscal year to determine if the amount of the Capital Cost Recovery Fee should be adjusted.
3. The rates for the portion of the Capital Cost Recovery Fee as provided under Ordinance No. 92 - 1, and as stated in District Rule 8(h), shall be as follows:
  - a. New Regular Water Service Connections

The Base Charge Component for new water service connections (as described in Study 1, Resolution No. 687, and Study 3) shall be based on the size of the new service required for the property based upon the size of the parcel, number of proposed dwelling units served by the service, building size, or use involved. Table 1 sets forth the Base and Debt Charges as described in Study 1 and 3. Table 2 reflects the accumulated fees for service sizes as of July 1, 2021 to be imposed at time of issuance of a new service.

Table 1. Water Service Capital Cost Recovery Fee - Base and Debt Charges

Meter Size	Unit Benefit	Meter Equivalency	Base Charge
3/4"	= \$2,145.00	x 1.5	= \$3,218.00
1"	= "	x 2.5	= \$3,575.00
1-1/2"	= "	x 5.0	= \$7,150.00
2"	= "	x 8.0	= \$11,440.00
3"	= "	x 15.0	= \$21,450.00

  

Meter Size	Unit Benefit	Meter Equivalency	Debt Charge
3/4"	= \$9,902.00	x 1.5	= \$14,853.00
1"	= "	x 2.5	= \$22,315.00
1-1/2"	= "	x 5.0	= \$38,351.00
2"	= "	x 8.0	= \$57,606.00
3"	= "	x 15.0	= \$109,744.00

For any meter larger than 3", the Base and Debt charges will be established by the General Manager and approved by the District Board.

Table 2. Water Service Capital Cost Recovery Fee – Effective July 1, 2021

Meter Size	CAPITAL COST RECOVERY FEE
3/4"	= \$18,071
1"	= \$25,890
1-1/2"	= \$45,501
2"	= \$69,046
3"	= \$131,194

- (i) Exception: "Domestic Residential Service B", "Commercial Service B" and "Commercial Service C" accounts are those in which multiple dwelling units / hotel rooms are served by a single meter. Although District practices and policies require individual meters for distinct dwelling units, some exceptions may occur (see Exception (ii) below). In the event that a new service is expected to serve multiple dwellings or hotel rooms, the Capital Cost Recovery Fee imposed on a new service with multiple dwellings / hotel rooms shall reflect the accumulated per-dwelling / hotel room service charges imposed beginning July 1, 2000 (Resolution number 736) for the CIP Fees and July 1, 2004 for the Dwelling Equivalency Fees (Resolution 806 - superseded by Resolution 847, June 20, 2007) for each dwelling unit and the associated Capital Cost Recovery Meter Equivalency Fees for the new meter
- (i) Exception: Capital Cost Recovery Fees shall not be levied upon any "Domestic Residential Service B" accounts with between 2 and 5 residential units that undergo redevelopment to improve or upgrade existing residential units but do not increase the number of residential units serviced. In such a circumstance, the owner or redeveloper of the property must pay the cost of installing new meters for each residential unit but will not be required to pay Capital Cost Recovery Fees unless a larger meter is to be installed on-site.

b. Increases in Size of Meter or Size of Service

Account holders wishing to install a meter that is larger in size than the current meter shall pay the difference in accumulated Capital Cost Recovery Fees between the existing meter and the new meter, as provided under the District's standard provisions for determinations of required meter size.

For example, if a property is currently served by a 3/4" meter, and an account holder requires an increased meter size to 1", then the Capital Cost Recovery Fee would be: \$25,890.00 (fee for a 1" meter) - \$18,071.00 (credit for past rate charges through existing 3/4" meter) = \$7,819.00.

- (i) Exception: Increased meter sizes for "Domestic Residential Service B", "Commercial Service B" and "Commercial Service C" accounts may require acknowledgement of the per-dwelling unit or per-room contributions to Capital Cost Recovery Fees. In such a case, the District shall provide (within 30 calendar days of a petition for a larger meter) a detailed estimate of the contribution by said account for all service charges attributed to the Capital Cost Recovery Fee as described in Section 1 above and subject to the exception set forth in Section 3.a.(i) above.
  - (ii) Exception: Other exceptions may be identified and, pending approval by the District Board, incorporated into this Resolution without modification to the basic methodology described in this Resolution.
- c. Decreases in Meter Size Service or Termination of Water Service - No Parcel or Property Subdivision
- (i) In the event that an account holder applies for additional District meters to serve a change in existing land use or property use in the absence of a property or parcel split, the District shall apply a credit for the existing meter to any new

Capital Cost Recovery Fees imposed by the District for the new meters only.

For example, an account holder with a 2" meter wishes to construct a project with 12 dwelling-units and twelve 3/4" meters and one 1" meter. The Capital Cost Recovery Fees for the new meters would be \$242,741.00 (12 x \$18,071.00 + 1 x \$25,890.00). A credit for \$69,046.00 (for the existing 2" meter) would be applied and the account holder would owe \$173,694.00.

No refund will be extended should the Capital Cost Recovery Fees for the new meters be less than the contributions made by the existing meter.

- (ii) There may be instances when an account holder desires to decrease the size of a meter in the absence of a property or parcel split. In such an event, the District will not refund a customer or account the difference in accumulated Capital Cost Recovery Fees between the original meter and the newly installed smaller meter.

For example, an account holder wishes to replace an existing 3" meter with a 2" meter on July 1, 2021. Although the accumulated Capital Cost Recovery Fees for a 2" meter are \$62,148.00 less than the fees for a 3" meter (\$131.194 – \$69,046.00), the District will not refund the difference of the accumulated Capital Cost Recovery Fees. The presumption by the District is that the land use or function of the property has changed and previous uses were accurately met by the original 3" meter.

- (iii) There may be instances when an account holder desires to remove an existing meter from a parcel or property (termination of service) in the absence of a property or parcel split. In such an event, the District will not refund or credit an account the Capital Cost Recovery Fees imposed upon the account holder. However, the District retains the right to evaluate the contributions made by an account holder if a request by the account holder is made in writing to the Board to re-evaluate past Capital Cost Recovery Fees in the event that a meter is re-installed on the property or parcel. Such a request shall include information deemed necessary by the General Manager and/or District Engineer.

For example, an account holder desires to have a 2" meter removed in June 2009, but requests to have the meter re-installed in July 2021. In such a case, the District may factor in the previous payments or contributions made by the account holder in order to reduce the Capital Cost Recovery Fees for said account.

- (1) Exception: Any meter removed prior to July 1, 1997 shall not be eligible for the review discussed in Section 3.c. above. In such a case the full Capital Cost Recovery Fee shall be imposed on the account for the installation of a new meter.

d. Decreases in Meter Size Service or Termination of Water Service in Connection with Parcel or Property Subdivision

- (i) In the event that a parcel or property is subdivided, the accumulated Capital Cost Recovery Fees shall be assigned to the original property owners.

- (ii) A request for meter removal (termination of service) from a subdivided parcel owner shall not result in a credit or refund of accumulated Capital Cost Recovery Fees or debt payments.
  - (iii) Notwithstanding Sections 3.d. (i) and 3.d.(ii) above, upon the request of a parcel owner, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Costs Recovery Fees should a new meter or meters be installed at a later time. Such a request shall be made by the parcel owner in writing for review and approval by the District Board.
- e. Decreases in Meter Size Service or Termination of Water Service - "Domestic Residential Service B" accounts and the "Hotels / Motels" subgroup of "Commercial" accounts
- (i) Beginning in July 2007, the District shall maintain a record of the monthly contributions of all "Domestic Residential Service B", "Commercial Service B" and "Commercial Service C" accounts with an indication of the various service charges contributed to the Capital Cost Recovery Fee as described in Section 1 above.
  - (ii) In the event that a "Domestic Residential Service B", "Commercial Service B" or "Commercial Service C" accountholder applies to replace an existing meter with additional meters due to changes in existing land use or property use in the absence of a property or parcel split, the District shall apply a credit for said existing meter to any new Capital Cost Recovery Fees imposed by the District for the new meters only as required by Section 3.a. above. However, the calculation of the credit for the existing meter shall reflect the actual contributions of the multiple dwellings toward the monthly service charges using a methodology described in the exception set forth Section 3a.(i) above.
  - (iii) A request for meter removal from a subdivided parcel shall not result in a refund of accumulated Capital Cost Recovery Fees or debt payments if no new meters are installed on the property.
  - (iv) Notwithstanding Sections 3.e. (i) and 3.e.(ii) above, upon the request of a parcel owner, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Cost Recovery Fees should a new meter or meters be installed at a later time. Such a request shall be made by the property owner in writing for review and approval by the District Board.
- f. Fire Meter Service for Fire Sprinklers

Separate water service connections for fire sprinklers are required for certain structures and uses within the District. These meters are sized based on the need for maximum short duration flow capacities. Notwithstanding the exception set forth in Section 1.c.(i) above, the District has established a relationship between the smallest size water meter and smallest fire meter (Study 2). As such, the infrastructure demand for a 2" fire meter shall be deemed equal to that of a 5/8" water meter. Table 3 sets forth the Base Charge Component for fire meter service and Table 4 illustrates the accumulated fees for fire meters as of July 1, 2021:

Table 3. Fire Service Capital Cost Recovery Fee - Base and Debt Charges

**FIRE CHARGES WITHOUT CIP PROJECTS**

Meter Size	Unit Benefit	Meter Equivalency	Base Charge
2"	= \$1,753.00	x 1.0	= \$1,753.00
3"	= "	x 2.3	= \$3,944.00
4"	= "	x 4.0	= \$7,012.00
6"	= "	x 9.0	= \$15,777.00
8"	= "	x 16.0	= \$28,048.00
10"	= "	x 25.0	= \$43,825.00

Meter Size	Unit Benefit	Meter Equivalency	Debt Charge
2"	= \$7,320.00	x 1.0	= \$7,320.00
3"	= "	x 2.3	= \$14,584.00
4"	= "	x 4.0	= \$24,423.00
6"	= "	x 9.0	= <b>\$52,965.00</b>
8"	= "	x 16.0	= \$95,068.00
10"	= "	x 25.0	= \$156,085.00

Table 4. Fire Service Capital Cost Recovery Fees – Effective July 1, 2021

Meter Size	CAPITAL COST RECOVERY FEE
2"	= \$9,073
3"	= \$18,528
4"	= \$31,435
6"	= <b>\$68,742</b>
8"	= \$123,116
10"	= \$199,910

g. Changes in Fire Meter Service

- (i) The District does not require or size fire services and shall not assume any responsibility associated with inappropriately sized service. As such any variation in fire service size is assumed to have been deemed appropriate by the property owner and an outside regulatory agency.
- (ii) In the event that a larger fire service is to be installed, credit for any existing fire service that is removed will be granted to an account holder using the same methodology described in Section 3.b. above.
- (i) No refund will be provided to account holders requesting removal of an existing fire service. The same rationale described in Sections 3.c., 3.d., 3.e. and 3.g.(i) above apply.

h. Other Changes to Meter or Services

- (i) There may be circumstances of meter or fire service changes, or termination of service not specifically addressed in Sections 3.a. through 3.g. above. In such cases, the District may review the contributions to Capital Cost Recovery Fees and may permit special dispensation of paid Capital Costs Recovery Fees. Such a request shall be made by the property owner in writing for review and approval by the District Board.
4. The imposition of the Capital Cost Recovery Fee shall not be counter to the legislative requirements of 2016 Assembly Bill 1069. This fee structure may change upon review and adoption of land use zoning rules developed by the City of Carpinteria and County of Santa Barbara.
5. The imposition of the Capital Cost Recovery Fee shall not preclude other fees and charges to be imposed on District account holders.
  - a. Connection Fees for installing new services and meters or associated with changes to existing meter or service will continue to be charged in addition to the Capital Cost Recovery Fee, based on actual costs plus overhead and equipment charges as approved by the District. The District will continue to require a deposit to cover the estimated District costs related to such service installation.
6. The Capital Cost Recovery Fee is effective upon adoption and shall continue until changed by action of the District Board.
7. Any judicial action of proceeding to attach, review, set aside, void or annul this Resolution shall be commenced within 120 days of adoption.
8. The District Secretary is hereby authorized and directed to prepare and file a Notice of Exemption pursuant to CEQA Guidelines 15273(a).

**PASSED AND ADOPTED** by the Governing Board of the Carpinteria Valley Water District on the 30<sup>th</sup> day of June, 2021 by the following vote:

AYES: NAYES:

ABSENT:

ABSTAIN:

PASSED AND ADOPTED THIS 30th day of June, 2021

**APPROVED:**

---

**Matthew T. Roberts, President**

**ATTEST:**

---

**Robert Mc Donald, Secretary**

Via Electronic Mail

August 2, 2021



Bob McDonald  
Carpinteria Valley Water District  
[bob@cvwd.net](mailto:bob@cvwd.net)

Re: Proposal for Submittal of 2020 UWMP

Dear Bob:

Thank you for the opportunity to submit this proposal to Carpinteria Valley Water District (CVWD) to complete and submit your 2020 Urban Water Management Plan (UWMP). Consistent with the requirements of the California Water Code, CVWD is required to update and submit its UWMP to the State every 5 years. Woodard & Curran has an extensive resume of developing UWMPs for agencies throughout California. Our proposed team was involved with preparation of eight UWMPs during the 2020 UWMP cycle.

Woodard & Curran proposes to build from the demand and supply forecasts prepared by the former consultant to complete the 2020 UWMP report efficiently. Exhibit A following this cover letter includes a proposed scope of work for completion of the 2020 UWMP. Exhibit B includes our proposed fee estimate. Exhibit C is our proposed schedule, which we believe meets CVWD's goals for submittal of an adopted 2020 UWMP to DWR by October 31, 2021.

We greatly appreciate this opportunity to work with CVWD in achieving your goals. Please feel free to call me at (858) 875-7420 if you have any questions regarding our proposal.

Sincerely,

WOODARD & CURRAN

A handwritten signature in blue ink that reads "R Prickett".

Rosalyn Prickett, AICP  
Principal

Enclosure(s):

- Exhibit A: Scope of Work
- Exhibit B: Fee Estimate

cc: Erica Wolski, Sally Johnson



## EXHIBIT A: SCOPE OF WORK



### **Task 1: Data Collection and Management**

#### **Subtask 1.1: Kickoff and Data Analysis**

Woodard & Curran shall review the data that CVWD collected for the 2020 UWMP update, along with the outputs prepared by the former consultant related to demand forecast and supply availability. Woodard & Curran shall also provide District staff with a detailed outline for the 2020 UWMP with all required chapters, tables, and sections clearly outlined. A Kickoff meeting will be held to review the project schedule, detailed outline, and data needs.

##### *Subtask 1.1 Deliverables:*

- 2020 UWMP outline (electronic)
- Agenda and summary action items for Kickoff meeting (electronic and hard copy)

#### **Subtask 1.2: Project Management**

This subtask includes ongoing communication and cooperation between Woodard & Curran and District staff to ensure that the project is completed in a timely fashion and within the budget presented. This includes weekly 30-minute calls throughout the 2.5 month process. Woodard & Curran shall provide monthly progress monitoring, reporting, and invoicing.

##### *Subtask 1.2 Deliverables:*

- Monthly progress reports and invoices
- Weekly coordination calls with email notes (11 calls x 30 minutes)

### **Task 2: Demand and Supply Analysis**

#### **Subtask 2.1: Demand Analysis**

Woodard & Curran shall review the demand forecast prepared by the former consultant and prepare the *System Description*, *System Demands*, and *Baselines and Targets* chapters of the 2020 UWMP. Woodard & Curran shall update the system description in terms of its current and projected population, climate, housing density, development, income levels, etc. Woodard & Curran shall work with the District to confirm population projections using planned future land use and growth rates. Past, current, and projected water demands will be confirmed. All calculations shall be in compliance with DWR's UWMP Advisory Committee recommendations on quantifying demands.

Woodard & Curran's demand analysis will also consider substantial water use reductions that have taken place as a result of the recent drought, and also include projections for additional conservation that is anticipated as the District continues to implement water conservation programs. SBX7-7 requires an evaluation of baseline per capita water use and identification of interim and 2020 urban per capita water use targets in accordance with specified requirements. Woodard & Curran shall confirm (and update, if needed) the District's baseline per capita water use in gallons per capita per day (GPCD) and demand projections for a 25-year timeframe (2020 through 2045). Woodard & Curran shall update the urban water supply use targets in GPCD, based on the baseline, as well as develop narrative explaining the District's compliance with the 2020 target.



Woodard & Curran shall prepare a summary describing current and future water demands and provide it to the District for review, in the format of the UWMP Systems Demands chapter.

*Task 2.1 Deliverables:*

- Draft and final *System Description, System Demands, and Baselines and Targets* (electronic)

**Subtask 2.2: Water Supply Analysis**

Woodard & Curran shall review the supply analysis prepared by the former consultant and prepare the *System Supplies* and *Water Supply Reliability* chapters of the 2020 UWMP. Woodard & Curran shall use new descriptions and analyses conducted in recent planning efforts to update those sections as written in the 2015 UWMP. Any missing analysis that would calculate changes in supply estimates relative to implementing these plans would need to be provided by the District.

Woodard & Curran shall conduct a water supply analysis and, based on the results of Subtask 2.1, compare supply and demand for 25 years, including normal year, single dry year, and multiple dry year scenarios. Woodard & Curran shall prepare a Drought Risk Assessment based on driest five-year historic sequence. This assessment shall include consideration of supply reliability under water shortage conditions, a demand and supply comparison for a full 5-year drought period, and changes to supply and demand in light of climate change and anticipated regulatory changes, per the 2020 Guidebook.

Woodard & Curran shall summarize the results of the water supply analysis and provide a draft document(s) to the District for review. Woodard & Curran shall prepare a final document(s) based on the comments received from the District.

*Task 2.2 Deliverables:*

- Draft and final *System Supplies and Water Supply Reliability* (electronic)

**Subtask 2.3: Demand Management Measures**

Woodard & Curran shall review the *Demand Management Measures* (DMMs) chapter in the 2015 UWMP and revise the section to address the streamlined DMMs specified by AB 2067. Woodard & Curran shall rely on District staff for specific data, such as the number of low flow toilets provided to the public or the number of water audits conducted each year. As a signatory to the California Water Efficiency Partnership (CalWEP) Memorandum of Understanding, the District' reports can be used as a basis for documenting implementation of the DMMs. Woodard & Curran shall prepare a summary of work completed in this subtask. The District will review the summary, provide comments, and Woodard & Curran shall finalize the document for later incorporation into the 2020 UWMP.

*Task 2.3 Deliverables:*

- Draft and final *Demand Management Measures* (electronic)



#### **Subtask 2.4: Water Shortage Contingency Plan**

Woodard & Curran shall work with District staff to update the *Water Shortage Contingency Plan* from the 2015 UWMP to reflect current programs and any changes the District's plan to make based on current experience. Woodard & Curran shall work with District staff to develop a description of revenue impacts in water shortage periods and potential water rate adjustments, along with timing for conservation action implementation and realization and volume of water use reductions, per the anticipated 2020 Guidebook. Woodard & Curran shall prepare a summary of its findings and the modified Water Shortage Contingency Plan. Woodard & Curran will address future water supplies, including recycled water and potable reuse, which could meet potential shortfalls.

Woodard & Curran shall prepare a summary of work completed in this subtask. The District will review the summary, provide comments to Woodard & Curran. The Water Shortage Contingency Plan will need to be adopted by the Board/ ordinance prior to or concurrent with approval of the UWMP, and Woodard & Curran shall finalize the document(s) for later incorporation into the 2020 UWMP. The Water Shortage Contingency Plan shall be included as an appendix to the 2020 UWMP.

##### *Task 2.4 Deliverables:*

- Draft and final *Water Shortage Contingency Plan* (electronic)

#### **Subtask 2.5: Remaining Chapters**

Woodard & Curran shall prepare the remaining Plan chapters, including *Introduction/Plan Preparation, Executive Summary, Climate Change, Water-Energy, and Plan Implementation* chapters in accordance with the 2020 UWMP Guidebook. Any calculations shall be in compliance with DWR's UWMP Advisory Committee recommendations.

Woodard & Curran shall prepare a summary of work completed in this subtask. The District will review the summary, provide comments, and Woodard & Curran shall finalize the document for later incorporation into the 2020 UWMP.

##### *Task 2.5 Deliverables:*

- Draft and final *Introduction/Plan Preparation, Executive Summary, Climate Change, Water-Energy, and Plan Implementation* (electronic)

#### **Task 3: Prepare and Submit 2020 UWMP**

##### **Subtask 3.1: Screencheck Draft 2020 UWMP**

Following the first round of District review of the deliverables from Tasks 2.1-2.5, Woodard & Curran shall incorporate comments and produce a complete Screencheck Draft 2020 UWMP. All requirements for a 2020 UWMP will be identified on a DWR-approved checklist. Woodard & Curran shall submit the Screencheck Draft in Word format for ease in making editorial changes during staff review. DWR-required tables shall be provided in Excel format.

##### *Task 3.1 Deliverables:*

- Screencheck Draft 2020 UWMP and DWR tables (electronic)



### **Subtask 3.2: Public Draft 2020 UWMP**

Based upon the results of Tasks 1 through 3.1, Woodard & Curran shall prepare a Public Draft UWMP for the District and submit electronic versions (Word and PDF) only.

Woodard & Curran shall prepare a presentation on the Public Draft 2020 UWMP for the District's Board of Directors. This presentation shall also serve as the public hearing for the 2020 UWMP and WSCP. This task includes preparation of the public notices for the public hearing. This proposal assumes the District will submit the notices to the Coast News or other appropriate publication. Publication fees will be paid directly by the District. This proposal assumes the District's notice of UWMP preparation, required to be distributed a minimum of 60 days prior to public hearing, was previously distributed.

#### *Task 3.2 Deliverables:*

- Public Draft 2020 UWMP and DWR tables (electronic)
- Presentation to the District Board on Public Draft 2020 UWMP
- Draft and final public notices (electronic; District to submit)

### **Subtask 3.3: Final 2020 UWMP**

Following public review on the Public Draft 2020 UWMP, Woodard & Curran shall incorporate comments and produce a Final 2020 UWMP. Upon completion, Woodard & Curran shall submit the Final Report in PDF format and MS Word format to the District and to DWR no later than October 31, 2021 (or as determined with CVWD). Woodard & Curran shall upload data from DWR-required tables into DWR's WUEdata portal, along with the required attachments (Final UWMP, adoption resolutions, WSCP, etc.).

#### *Task 3.3 Deliverables:*

- Final 2020 UWMP and DWR tables (electronic)
- Uploads to WUEdata portal

**EXHIBIT B: FEE ESTIMATE**



**Carpinteria Valley Water District  
2020 Urban Water Management Plan**

**Fee Estimate**

August 2, 2021

Tasks	Labor					Total Hours	Total Labor Costs (1)	ODCs		Total Fee
	Rosalyn Prickett	Sally Johnson	Erica Wolski	Vanessa De Anda	Jen Sindermann			ODCs	Total ODCs (3)	
	Principal	Project Manger	Technical Advisor	Water Res Planner	Admin					
	\$298	\$249	\$298	\$224	\$116					
<b>Task 1: Data Collection and Management</b>										
Subtask 1.1: Kickoff and Data Collection	1	2	1	4		8	\$1,990	\$0	\$0	\$1,990
Subtask 1.2: Project Management		3			3	6	\$1,095	\$0	\$0	\$1,095
Subtask 1.3: Weekly Calls (11 x 30 mins)	1	5.5	1	5.5		13	\$3,198		\$0	\$3,198
<b>Subtotal Task 1:</b>	<b>2</b>	<b>10.5</b>	<b>2</b>	<b>9.5</b>	<b>3</b>	<b>27</b>	<b>\$6,283</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,283</b>
<b>Task 2: Demand and Supply Analysis</b>										
Subtask 2.1: Demand Analysis	1	2		8		11	\$2,588	\$0	\$0	\$2,588
Subtask 2.2: Water Supply Analysis	1	2		20		23	\$5,276	\$0	\$0	\$5,276
Subtask 2.3: Demand Management Measures	1	2		8		11	\$2,588	\$0	\$0	\$2,588
Subtask 2.4: Water Storage Contingency Plan	1	2		12		15	\$3,484	\$0	\$0	\$3,484
Subtask 2.5: Remaining Chapters	2	2		16		20	\$4,678	\$0	\$0	\$4,678
<b>Subtotal Task 2:</b>	<b>6</b>	<b>10</b>	<b>0</b>	<b>64</b>	<b>0</b>	<b>80</b>	<b>\$18,614</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18,614</b>
<b>Task 3: Administrative Draft 2020 UWMPs</b>										
Subtask 3.1: Screencheck Draft 2020 UWMP		6		12		18	\$4,182	\$0	\$0	\$4,182
Subtask 3.2: Public Draft 2020 UWMP		4		8	4	16	\$3,252	\$0	\$0	\$3,252
Subtask 3.3: Final 2020 UWMPs		2		12	4	18	\$3,650	\$0	\$0	\$3,650
<b>Subtotal Task 3:</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>32</b>	<b>8</b>	<b>52</b>	<b>\$11,084</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,084</b>
<b>TOTAL</b>	<b>8</b>	<b>32.5</b>	<b>2</b>	<b>105.5</b>	<b>11</b>	<b>159</b>	<b>\$35,981</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,981</b>

1. The individual hourly rates include salary, overhead and profit.
2. Subconsultants will be billed at actual cost plus 10%.
3. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
4. RMC reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.



**EXHIBIT C: SCHEDULE**

Task	August					September				October			
Week of	2	9	16	23	30	6	13	20	27	4	11	18	25
<b>Task 1: Data Collection and Management</b>													
Subtask 1.1: Kickoff and Data Collection													
Subtask 1.2: Project Management													
<b>Task 2: Demand and Supply Analysis</b>													
Subtask 2.1: Demand Analysis													
Subtask 2.2: Water Supply Analysis													
Subtask 2.3: Demand Management Measures													
Subtask 2.4: Drought Risk and Storage Contingency Plan													
Subtask 2.5: Remaining Chapters													
<i>Comments on all draft chapters from CVWD</i>													
<b>Task 3: Administrative Draft 2020 UWMPs</b>													
Subtask 3.1: Screencheck Draft 2020 UWMP													
<i>Comments on Screencheck UWMP</i>													
Subtask 3.2: Public Draft 2020 UWMP													
<i>20-day Public Review (Sept 27-Oct 18)</i>													
Subtask 3.3: Final 2020 UWMPs													
<i>Deliver Final UWMP for Adoption</i>													
<i>CVWD Board Meeting (October 27<sup>th</sup>)</i>													
<i>Submit to DWR after Adoption</i>													



# Carpinteria Valley Water District

1301 Santa Ynez Avenue • Carpinteria, CA 93013  
Phone (805) 684-2816

BOARD OF DIRECTORS

*Matthew Roberts*  
President  
*Case Van Wingerden*  
Vice President  
*Polly Holcombe*  
*Shirley L. Johnson*  
*Kenneth Stendell*

To: CVWD Board of Directors

GENERAL MANAGER

From: General Manager Robert McDonald

*Robert McDonald, P.E. MPA*

## MEMO

### SUBJECT: Drought Planning

Staff's water supply planning outlook is typically two whole water years (October 1- September 31). So, for the purpose of this analysis, planning horizon should look at the start of WY 2024 shortages to determine what we will need to do in WY22 and WY23 to avoid an emergency water shortage. The tables below reflect two consecutive dry winters in WY 22 and 23. The shortage with no conservation will result in a 57 % shortage in WY2024. Base demand is assumed to be 4000 AF which is lower than the project sales for WY 21 of 4300 AF but greater than the last two full water years of 3900 AF. Cachuma is assumed to be allocated at 50% of our normal year allocation of 2813 AFY for WY22 and 0% for WY 23. GW production is assumed to be 3100 AF total for WY22 and 23. We may produce more in WY22 depending on well and groundwater conditions. Additionally, it is assumed that State Water allocation will be 0% in WY 23 and 10% in WY 24

NO CONSERVATION			
Water Supply	WY		
	22	23	24
Cachuma	2658	2531	31
State	1142	0	200
Groundwater	1600	1500	1500
CAPP	0	0	0
Supplemental	1131	0	0
Conservation	0%	0%	0%
Demand	-4000	-4000	-4000
Carryover Balance	2531	31	-2269
Shortage	0%	0%	57%

Below is a table showing the result of progressive conservation stages. By progressively increasing the conservation goals as well as planning out water supplies, we can avoid extreme cutbacks in future years. Additionally, as we move through the drought the need for supplemental water will be evaluated and if available, the District may want to acquire supplemental water until the drought is over. This table only included currently acquired supplemental water supplies.

Assuming the drought continues for the next two winters a 10% cutback in WY22 and a 20% cutback in WY23 will result in a 2930 AF available water supply in WY24 necessitating a demand reduction of 27% of the baseline of 4000 AFY.

<b>STAGED CONSERVATION</b>			
<b>Water Supply</b>	<b>WY</b>		
	<b>22</b>	<b>23</b>	<b>24</b>
<b>Cachuma</b>	2658	2931.1	1231.3
<b>State</b>	1142	0	200
<b>Groundwater</b>	1600	1500	1500
<b>CAPP</b>	0	0	0
<b>Supplemental</b>	1131	0	0
<b>Conservation</b>	10%	20%	27%
<b>Demand</b>	-3600	-3200	-2920
<b>Carryover Balance</b>	2931.1	1231.3	11.57
<b>Shortage</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

**Recommendations:**

The Governor of California has already requested a voluntary 15% reduction from WY20 for the whole State which for CVWD would reduce demand to around 3300 AFY. This target is lower than the chart above. However, Staff believes it appropriate to develop a conservation strategy for moving through the drought that considers specific local conditions and water supplies. The analysis of water supply considered is a worst-case scenario and so it works well to begin with conservative conservation targets and increase if needed as we move through the drought.

Staff recommends that at the next Drought committee the Staff present a drought conservation strategy with the goal of adopting the strategy before October 1,2021.





# Carpinteria Valley Water District

1301 Santa Ynez Avenue • Carpinteria, CA 93013  
Phone (805) 684-2816

BOARD OF DIRECTORS

*Matthew Roberts*  
President  
*Case Van Wingerden*  
Vice President  
*Polly Holcombe*  
*Shirley L. Johnson*  
*Kenneth Stendell*

To: CVWD Board of Directors

GENERAL MANAGER

From: General Manager Robert McDonald

*Robert McDonald, P.E. MPA*

## MEMO

### **SUBJECT: Interim Policy for Water Shortage Stages**

The District's 2016 Water Shortage Contingency Plan (WSCP) has a water shortage matrix with three stages (Figure 1). The new State requirement for the water shortage matrix is six stages with all stages being mandatory except Stage 1 and is to be adopted into water purveyors WSCPs (Figure 2).

Shortage Condition	Stage	Customer Reduction Goal	Type of Rationing Program
Up to 15 Percent	1	15%	Voluntary
15 to 30 Percent	2	25%	Voluntary
30 to 50 Percent	3	50%	Mandatory

**Figure 1**

The District is preparing its WSCP update for 2021 but has not completed or adopted the update. Because we haven't adopted an updated WSCP and the new State requirements for that Plan have changed and we are likely going to need to change stages before the WSCP update is approved, we will need to adopt an interim policy in order to utilize the new stages. Based on the conservation analysis presented under the water supply item on this agenda, Staff believes it will be appropriate to move into a Drought Stage 2 once the interim policy is adopted. This will allow us to progressively step the conservation target up as needed.

The Staff has developed the policy in the form of Resolution 1097. The resolution is included in the Board packet.

<b>Water Shortage Contingency Planning</b>		
<b>Drought Stage</b>	<b>Shortage Condition</b>	<b>Customer Reduction Goal</b>
1	0-10%	10%
2	10%-20%	20%
3	20%-30%	30%
4	30%-40%	40%
5	40%-50%	50%
6	>50%	>50%

**Figure 2**

**Recommendations:**

Staff recommends that the Board adopt the new Drought Stage Structure until the Water Shortage Contingency is completed and adopted. In order to approve the interim policy, the Staff recommends that the Board adopt resolution 1097. Once the interim policy is in place Staff recommends move into a Drought Stage 2.

**RESOLUTION NUMBER 1097**  
**RESOLUTION OF THE BOARD OF DIRECTORS OF**  
**THE CARPINTERIA VALLEY WATER DISTRICT**  
**ADOPTING AN INTERIM POLICY ESTABLISHING**  
**DROUGHT STAGES**

**WHEREAS**, this District's Board of Directors Adopted the 2016 Urban Water Management Plan by Resolution 1013, on Aug 24<sup>th</sup> 2016; and

**WHEREAS**, the 2016 Urban Water Management Plan contained a Water Shortage Contingency Plan within the plan; and

**WHEREAS**, the Water Shortage Contingency Plan included in the 2016 Urban Water Management Plan set three stages for drought emergencies within the plan; and

**WHEREAS**, the State of California (Water Code Sec. 10632) Urban Water Management Planning Act requires that the Water Shortage Contingency Plan included a six stages of water shortage emergency within the plan; and

**WHEREAS**, the District has not adopted an its Urban Water Management Plan update for 2020 yet, but will in the next several months; and

**WHEREAS**, the water supply conditions for the District are approaching shortage levels that require immediate action; and

**WHEREAS**, the District will need to adjust its drought stage given current water supply condition sooner than the next several months.

**NOW, THEREFORE, BE IT RESOLVED:**

That the Board of Directors adopts an Interim Policy to use six stages of drought/water shortage. The six stages will correspond to conservations targets of 10, 20, 30, 40, 50 & >50% demand reductions. Stages will correspond to water supply conditions and projected shortages. Interim Policy will terminate when the 2020 updated Urban Water Manage Plan & Water Shortage Contingency Plan is adopted.

Vote on the Resolution by roll call resulted as follows:

AYES:  
NAYES:  
ABSENT:  
ABSTAIN:

**PASSED AND ADOPTED THIS 30th day of June 2021**

**APPROVED:**

Matthew T. Roberts, President

**ATTEST:**

Robert McDonald, Secretary



BOARD OF DIRECTORS

Matthew Roberts  
President  
Case Van Wingerden  
Vice President  
Polly Holcombe  
Shirley L. Johnson  
Kenneth Stendell

## AGENDA

### DROUGHT MANAGEMENT & WATER CONSERVATION COMMITTEE

July 29, 2021 at 12:00 p.m.

GENERAL MANAGER

Robert McDonald, P.E. MPA

#### Join Zoom Meeting

<https://us06web.zoom.us/j/89620594676?pwd=SkVTUnFLNEpwcjZ0dklOSkg2YnlWZz09>

#### Dial by your location

+1 669 900 6833 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington DC)

Meeting ID: 896 2059 4676

Passcode: 439038

#### Tele-Meeting

**THE CARPINTERIA VALLEY WATER DISTRICT HAS DETERMINED THIS MEETING TO BE AN ESSENTIAL PUBLIC MEETING THAT WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 AND N-33-20 AND SANTA BARBARA COUNTY HEALTH OFFICER'S ORDER**

In response to the spread of the COVID-19 virus, Governor Newsom has temporarily suspended the requirement for local agencies to provide a physical location from which members of the public can observe and offer public comment and has ordered all Californians to stay home except as needed to maintain continuity of operations of certain critical infrastructure.

**To minimize the potential spread of the COVID-19 virus, the Carpinteria Valley Water District is not permitting public access to the City Council Chamber and Boardroom for this meeting.** Instead, you are strongly encouraged provide the Board with public comment in one of the following ways:

1. Submitting a Written Comment. If you wish to submit a written comment, please email your comment to the Board Secretary at [Public.Comment@cvwd.net](mailto:Public.Comment@cvwd.net) by **11:00 A.M. on the day of the meeting**. Please limit your comments to 250 words. Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations.

2. Providing Verbal Comment Telephonically. If you wish to make either a general public comment or to comment on a specific agenda item as it is being heard please send an email to the Board Secretary at [Public.Comment@cvwd.net](mailto:Public.Comment@cvwd.net) by **11:00 A.M. on the day of the meeting** and include the following information in your email: (a) meeting date, (b) agenda item number, (c) subject or title of the item, (d) your full name, (e) your call back number including area code. During public comment on the agenda item specified in your email, District staff will make every effort to contact you via your provided telephone number so that you can provide public comment to the Board electronically.

Please note the President has the discretion to limit the speaker's time for any meeting or agenda matter. Since this is an evolving COVID-19 situation, CVWD will provide updates to any changes to this policy as soon as possible. The public is referred to the website at [www.cvwd.net](http://www.cvwd.net). Thank you in advance for taking all precautions to prevent spreading the COVID-19 virus.

**I. CALL TO ORDER**

**II. PUBLIC FORUM** (Any person may address the Drought Management & Water Conservation Committee on any matter within its jurisdiction which is not on the agenda)

**III. OLD BUSINESS** -none

**IV. NEW BUSINESS.**

**A. Discuss Urban Water Management Plan (UWMP) Status**

**B. Discuss Evaluation of Drought Stage**

**C. Drought Message Planning**

**V. ADJOURNMENT.**

Robert McDonald, Secretary

Note: The above Agenda was posted at Carpinteria Valley Water District Administrative Office in view of the public no later than 12:15 p.m., July 26, 2021. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied benefits of, the District's programs, services, or activities because of any disability. If you need special assistance to participate in this meeting, please contact the District Office at (805) 684-2816. Notification at least twenty-four (24) hours prior to the meeting will enable the District to make appropriate arrangements.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the Carpinteria Valley Water district offices located at 1301 Santa Ynez Avenue, Carpinteria during normal business hours, from 8 am to 5 pm.

\*\*Indicates attachment of document to agenda packet.