



AGENDA

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

CARPINTERIA CITY HALL
5775 CARPINTERIA AVENUE
CARPINTERIA, CA 93013

Wednesday, November 8, 2023 at 5:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/89461403909?pwd=DiNYM2ZITasReUc8aPzkJMDdCOZid7.1>

Meeting ID: 894 6140 3909

Passcode: 114342

or

Dial by Phone: 1-669-444-9171

BOARD OF DIRECTORS

Case Van Wingerden
President
Shirley L. Johnson
Vice President

Casey Balch
Polly Holcombe
Matthew Roberts

GENERAL MANAGER

Robert McDonald, P.E. MPA

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

1. **Online:** Comments may be submitted online through the “eComments” function located in the **Upcoming Events** section on our website: <https://cvwd.net/about/our-board/meetings/> **by 5:00 p.m. on the day of the meeting.**

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 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. If you wish to make either a general public comment or to comment on a specific agenda item in person, please: attend the Board Meeting at the location noted above and fill out a speaker slip prior to the hearing the item.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE, President Van Wingerden

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)

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

**Indicates attachment of document to agenda packet.

IV. APPROVAL ITEMS

- A. **Minutes of the Regular Board meeting held on October 25, 2023**
- B. **Disbursement Report for September 16, 2023 – October 15, 2023**

V. UNFINISHED BUSINESS – None

VI. **ADJOURN to Regular meeting of Carpinteria Groundwater Sustainability Agency (Time Certain 5:35 p.m.)

VII. NEW BUSINESS –

- A. **Consider CCRF calculation method (for information, General Manager McDonald) *presentation by Maso Motlow***
- B. **Consider Revision to Individual Meter Policy (for information, General Manager McDonald) *presentation by Maso Motlow***
- C. ** Consider Adoption of Ordinance No. 23-2 approving the Allocation Method (for action, General Manager McDonald)**
- D. **Consider Resolution No. 1151 Closing of District’s CGSA checking account (for action, General Manager McDonald)**
- E. **Consider CAPP Project Potholing Bids (for action, General Manager McDonald)**
- F. Consider CAPP Funding Update (for information, General Manager McDonald)**

VIII. DIRECTOR REPORTS –

- A. **Administrative Committee meeting – November 2, 2023 – Directors Holcombe and Van Wingerden**
- B. **CCWA Board Meeting – October 26, 2023 – Director Johnson**

IX. GENERAL MANAGER REPORTS (for information) – None

X. [CLOSED SESSION]: CONFERENCE WITH LEGAL COUNSEL: POTENTIAL LITIGATION, [GOVERNMENT CODE SECTION 54956.9(D)(2)]: Cachuma Operations & Maintenance Board

XI. CONSIDER DATES AND ITEMS FOR AGENDA FOR:

**CARPINTERIA VALLEY WATER DISTRICT BOARD MEETING OF
NOVEMBER 29, 2023, AT 5:30 P.M., CARPINTERIA CITY HALL, 5775
CARPINTERIA AVENUE, CARPINTERIA, CALIFORNIA.**

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., November 5, 2023. 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.

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

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| | | |
|--|---|---------------------------|
| | MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS | |
| | CARPINTERIA VALLEY WATER DISTRICT | |
| | October 25, 2023 | |
| | President Van Wingerden called the regular meeting of the Carpinteria Valley Water District Board of Directors held in the Carpinteria City Hall Chamber to order at 5:30 p.m., Wednesday, October 25, 2023, and led the Board in the Pledge of Allegiance. | |
| ROLL CALL | Directors Present; Johnson, Holcombe, Balch, Roberts and Van Wingerden Directors Absent: None | |
| | Others Present: Bob McDonald | |
| | Cari Ann Potts Norma Rosales | Lisa Silva Maso Motlow |
| PUBLIC FORUM | No one from the public addressed the Board. | |
| MINUTES | Following discussion, Director Holcombe moved, and Director Johnson seconded the motion to approve the minutes of the Board meeting held on October 11, 2023. The motion carried by a 5-0 vote. The minutes were approved by roll call as follows; Ayes: Holcombe, Johnson, Balch, Roberts and Van Wingerden Nayes : none Absent: none | |
| ADJOURN | President Van Wingerden opened the regular Carpinteria Groundwater Sustainability Agency meeting at 5:31 p.m. | |
| RECONVENED TO REGULAR BOARD MEETING | President Van Wingerden reconvened the Board meeting at 6:37 p.m. | |
| PARCEL WATER ALLOCATION METHOD | General Manager McDonald presented to consider the Parcel Water Allocation Method. Presentation by Maso Motlow. <u>Why do we need an allocation program?</u> - To manage water supplies in times of drought - To provide customers with better information about their water use. | |

| | |
|---|---|
| | <ul style="list-style-type: none"> - To direct conservation efforts. - To respond to development requests. - To comply with new State rules. <p>For information, Public Hearing to follow.</p> |
| PUBLIC HEARING | <p>Following the discussion of the Parcel Water Allocation Method, President Van Wingerden began the Public Hearing at 6:52 p.m.</p> <ol style="list-style-type: none"> 1) Opening of Public Hearing by President Van Wingerden at 6:52 p.m. 2) Receipt of public comment by President Van Wingerden <ul style="list-style-type: none"> • No one addressed the Board 3) Closing of Public Hearing by President Van Wingerden at 6:53 p.m. 4) Director Comments |
| WATER ALLOCATION METHODOLOGY RESOLUTION | <p>Will be brought back as an Ordinance at the November 8, 2023 board meeting.</p> |
| WATERS & CARDENAS LAND SURVEY ENGAGEMENT | <p>General Manager McDonald presented to consider Engaging Waters & Cardenas Land Survey to prepare legal descriptions for CAPP Injection Well Site in an amount not to exceed \$4,680.00.</p> <p>Following discussion, Director Roberts moved, and Director Holcombe seconded the motion to approve the Engagement with Waters & Cardenas in an amount not to exceed \$4,680.00. The motion carried by a 5-0 vote. The motion was approved by roll call as follows;</p> <p>Ayes: Holcombe, Johnson, Balch, Roberts and Van Wingerden Nayes : none Absent: none</p> |
| CAPP FUNDING UPDATE | <p>General Manager McDonald presented to consider CAPP Funding Update.</p> <p>General Manager McDonald gave an update on CAPP Funding Sources, Total Value, Eligibility for Reimbursement, Month Eligible for Reimbursement and Time from Reimbursement Request to Payment. Additionally, discussed an issue with the SRF loan agreement that will be analyzed and reported on at a future date.</p> <p>For information.</p> |

| | |
|---|---|
| RATE & BUDGET COMMITTEE MEETING | Directors Johnson & Roberts gave a verbal report on the Rate & Budget Committee meeting that was held on October 24, 2023 |
| CACHUMA OPERATIONS & MAINTENANCE BOARD MEETING | Director Holcombe gave a verbal report on the COMB Board meeting that was held on October 23, 2023 |
| CLOSED SESSION | President Van Wingerden announced closed session item was removed from the agenda: X. REMOVED FROM AGENDA |
| NEXT BOARD MEETING | The next Regular Board meeting is scheduled to be held on November 8, 2023, at 5:30 p.m., Carpinteria City Hall, 5775 Carpinteria Avenue, Carpinteria California. Director Van Wingerden requested more information regarding Property Tax Assessment & Metering Wells |
| ADJOURNMENT | President Van Wingerden adjourned the meeting at 7:43 p.m. |
| NEXT BOARD MEETING | Robert McDonald, Secretary |



Monthly Disbursement Report
Carpinteria Valley Water District

Payment Date: 09/16/23 - 10/15/23

| Disbursement Report | |
|----------------------------------|----------------------|
| Operating Account | \$ 836,185.45 |
| Rancho Monte Alegre (RMA) | - |
| Total: | \$ 836,185.45 |

| Operating Account - Check Report | | | | |
|---|--|----------------|--------------|-------------------|
| Vendor | Description | Payment Number | Payment Date | Payment |
| ACWA-JPIA | | | | 34,626.48 |
| | HEALTH INS | 40294 | 10/10/2023 | 34,626.48 |
| AFLAC | | | | 773.38 |
| | SUPPLEMENTAL INSURANCE | 40295 | 10/10/2023 | 773.38 |
| AG ENT INC | | | | 150.00 |
| | MAINTENANCE OF SERVICES | APA001060 | 9/20/2023 | 150.00 |
| ALL AROUND LANDSCAPE SUPPLY | | | | 49.46 |
| | MAINTENANCE OF PLANT | APA001061 | 9/20/2023 | 20.03 |
| | MAINTENANCE OF METERS | APA001093 | 10/10/2023 | 29.43 |
| ANTHEM BLUE CROSS | | | | 94.50 |
| | RETIREE SUPPLEMENTAL INSURANCE - OCTOBER | 40272 | 9/22/2023 | 94.50 |
| ANTHEM BLUE CROSS | | | | 348.51 |
| | ANTHEM RETIREE PREMIUM- OCTOBER | 40259 | 9/19/2023 | 348.51 |
| ASPECT ENGINEERING GROUP | | | | 3,261.96 |
| | SITE SECURITY SMILLIE WELL | APA001062 | 9/20/2023 | 3,261.96 |
| AT&T MOBILITY | | | | 719.53 |
| | MOBILE DEVICES - AUGUST | 40264 | 9/20/2023 | 471.49 |
| | SCADA, TABLETS, OTHER WIRELESS - SEPTEMBER | 40264 | 9/20/2023 | 248.04 |
| AZTECA SYSTEMS, INC | | | | 6,676.80 |
| | CITYWORKS ANNUAL SOFTWARE LICENSE | 40296 | 10/10/2023 | 6,676.80 |
| BIG GREEN CLEANING COMPANY / RICH & FAMOUS, INC. | | | | 1,718.00 |
| | MONTHLY JANITORIAL SERVICES - AUGUST | 40286 | 10/3/2023 | 859.00 |
| | MONTHLY JANITORIAL SERVICES - SEPTEMBER | 40286 | 10/3/2023 | 859.00 |
| CACHUMA O & M BOARD | | | | 129,890.41 |
| | BRADBURY DAM SOD REPAYMENT AGRMNT 22ND ANNUAL | 40265 | 9/20/2023 | 28,624.26 |
| | LAURO DAM SOD ACT REPAYMENT AGRMNT - 16TH ANNUAL | 40265 | 9/20/2023 | 5,783.37 |
| | SBCWA - WY23/24 - 1ST PERIOD PYMT 100123-040124 | 40265 | 9/20/2023 | 95,482.78 |
| CANON FINANCIAL SERVICES, INC | | | | 850.38 |
| | MONTHLY CONTRACT CHARGES COPIER | 40273 | 9/26/2023 | 850.38 |
| CARPINTERIA VALLEY LUMBER CO | | | | 77.97 |
| | ENGINEERING SUPPLIES | APA001063 | 9/20/2023 | 16.88 |
| | SUPPLIES | APA001063 | 9/20/2023 | 16.30 |
| | MAINTENANCE OF PLANT | APA001063 | 9/20/2023 | 13.54 |
| | MAINTENANCE OF FACILITIES | APA001063 | 9/20/2023 | 13.69 |
| | ENGINEERING SUPPLIES | APA001094 | 10/10/2023 | 17.56 |
| CHARLES B. HAMILTON | | | | 283.00 |
| | RETIREE - INSURANCE - OCTOBER | 40281 | 10/3/2023 | 283.00 |
| COASTAL VIEW NEWS | | | | 898.00 |
| | DROUGHT AD 091423 | APA001064 | 9/20/2023 | 254.00 |
| | WATERWISE GARDEN WINNER RECOGNITION 081723 | APA001064 | 9/20/2023 | 390.00 |
| | DROUGHT AD 092823 | APA001095 | 10/10/2023 | 254.00 |
| COX COMMUNICATIONS CALIFORNIA | | | | 511.24 |
| | INTERNET PROVIDER - SEPTEMBER | 40291 | 10/10/2023 | 255.62 |
| | INTERNET PROVIDER - OCTOBER | 40291 | 10/10/2023 | 255.62 |
| DANIELLE ROSE | | | | 100.00 |
| | REIMBURSE FOR NOE FILING FEE - 100523 | 40298 | 10/11/2023 | 100.00 |
| DAVE HUNSAKER - DAVE'S ORGANIC GARDENING | | | | 7,705.00 |
| | LANDSCAPE SERVICES - JULY | APA001065 | 9/20/2023 | 3,790.00 |
| | LANDSCAPE SERVICES - AUGUST | APA001084 | 10/3/2023 | 3,915.00 |

| Vendor | Description | Payment Number | Payment Date | Payment |
|---|---|----------------|--------------|------------------|
| DELL BUSINESS CREDIT | | | | 2,714.50 |
| | COMPUTER PURCHASE - AUGUST | 40266 | 9/20/2023 | 2,714.50 |
| DELUXE | | | | 260.26 |
| | OFFICE SUPPLIES 061423 | 40275 | 9/26/2023 | 260.26 |
| E.J. HARRISON & SONS, INC. | | | | 272.85 |
| | TRASH & RECYCLE | 40260 | 9/19/2023 | 272.85 |
| ECHO COMMUNICATIONS | | | | 246.30 |
| | TELEPHONE SERVICES - OCTOBER | APA001096 | 10/10/2023 | 246.30 |
| EDISON CO | | | | 36,976.69 |
| | CARP RES - 20,088 KWH - SEPTEMBER | 40261 | 9/19/2023 | 6,707.34 |
| | GOB CYN PUMP - 749 KWH - SEPTEMBER | 40261 | 9/19/2023 | 220.98 |
| | FOOTHILL TANK MONTHLY- KWH 37,084 - SEPTEMBER | 40267 | 9/20/2023 | 11,315.40 |
| | SMILLIE WELL - 5,842 KWH - SEPTEMBER | 40261 | 9/19/2023 | 2,965.39 |
| | LYONS WELL - 3 KWH - SEPTEMBER | 40276 | 9/26/2023 | 73.57 |
| | EL CARRO WELL - 50,975 KWH - SEPTEMBER | 40261 | 9/19/2023 | 9,093.60 |
| | SM TANK - 204 KWH - SEPTEMBER | 40276 | 9/26/2023 | 78.58 |
| | OFFICE - 3,498 KWH - SEPTEMBER | 40261 | 9/19/2023 | 1,153.07 |
| | SM PUMP - 4,481 KWH - SEPTEMBER | 40261 | 9/19/2023 | 1,793.04 |
| | HQ WELL- 35,120 KWH - SEPTEMBER | 40261 | 9/19/2023 | 3,575.72 |
| ENTERPRISE FM TRUST | | | | 7,173.50 |
| | FLEET LEASE AND MAINT - SEPTEMBER | APA001085 | 10/3/2023 | 7,173.50 |
| FAMCON PIPE AND SUPPLY, INC | | | | 11,337.00 |
| | INVENTORY | 40301 | 10/11/2023 | 10,734.65 |
| | MINOR TOOLS | 40301 | 10/11/2023 | 309.92 |
| | MAINT OF METERS & SERVICES | 40301 | 10/11/2023 | 292.43 |
| FEDERAL PR TAX DEPOSIT (FORMERLY UNION BANK) | | | | 64,529.28 |
| | FICA PR | DFT0001519 | 9/18/2023 | 10,445.12 |
| | FEDERAL W/H | DFT0001519 | 9/18/2023 | 9,571.44 |
| | MEDICARE W/H | DFT0001519 | 9/18/2023 | 2,617.58 |
| | FICA PR | DFT0001525 | 10/2/2023 | 9,872.78 |
| | FEDERAL W/H | DFT0001525 | 10/2/2023 | 8,773.96 |
| | MEDICARE W/H | DFT0001525 | 10/2/2023 | 2,540.88 |
| | FEDERAL W/H | DFT0001525 | 10/2/2023 | (475.44) |
| | FICA PR | DFT0001536 | 10/13/2023 | 9,338.38 |
| | FEDERAL W/H | DFT0001536 | 10/13/2023 | 9,271.94 |
| | MEDICARE W/H | DFT0001536 | 10/13/2023 | 2,572.64 |
| FERGUSON WATERWORKS | | | | 243.35 |
| | MINOR TOOLS | APA001066 | 9/20/2023 | 243.35 |
| FRONTIER COMMUNICATIONS | | | | 490.78 |
| | ORTEGA - 091623 - 101523 | APA001086 | 10/3/2023 | 123.35 |
| | OFFICE - 091623-101523 | APA001086 | 10/3/2023 | 367.43 |
| FRUIT GROWERS LABORATORY, INC | | | | 170.00 |
| | BACTI ANALYSIS - COLIFORM - COLILERT-P/A | APA001067 | 9/20/2023 | 170.00 |
| FTI SERVICES, INC. | | | | 22,156.16 |
| | DATTO BACKUPS - AUGUST | APA001068 | 9/20/2023 | 1,300.00 |
| | IT SUPPORT - CREDIT MEMO - INV 123225 | APA001068 | 9/20/2023 | (773.10) |
| | MONTHLY MONITORING & ANTIVIRUS - SEPTEMBER | APA001068 | 9/20/2023 | 622.50 |
| | DATTO BACKUPS - SEPTEMBER | APA001068 | 9/20/2023 | 1,300.00 |
| | MONTHLY - DATTO BACKUPS - SEPTEMBER | APA001087 | 10/3/2023 | 85.25 |
| | MICROSOFT 365 LICENSE - SEPTEMBER | APA001087 | 10/3/2023 | 592.00 |
| | IT SUPPORT - JULY | APA001097 | 10/10/2023 | 1,338.75 |
| | IT SUPPORT - SEPTEMBER | APA001097 | 10/10/2023 | 714.01 |
| | MONTHLY MONITORING & ANTIVIRUS - OCTOBER | APA001097 | 10/10/2023 | 622.50 |
| | MONTHLY - DATTO BACKUPS - AUGUST | APA001097 | 10/10/2023 | 85.25 |
| | DATTO SUPPORT - OCTOBER | APA001097 | 10/10/2023 | 1,300.00 |
| | IT SUPPORT - AUG/SEPT | APA001097 | 10/10/2023 | 847.88 |
| | IT SUPPORT - JUNE/JULY | APA001097 | 10/10/2023 | 1,829.63 |
| | SERVER REPLACEMENT AND WIRING PROJ COMPLETION | 40297 | 10/10/2023 | 357.00 |
| | WINDOWS SERVER 2012 SUNSET-APP & SERVER MIGRATION | 40297 | 10/10/2023 | 11,934.49 |
| GABRIEL HERNANDEZ - TRICOUNTY ELECTRIC LLC | | | | 300.00 |
| | ELECTRICAL FOR OUTLETS | APA001069 | 9/20/2023 | 300.00 |
| GABRIEL JAIMES | | | | 304.00 |
| | RETIREE - INSURANCE - OCTOBER | 40282 | 10/3/2023 | 304.00 |
| GAS COMPANY | | | | 46.82 |
| | MONTHLY CHARGES - FRONT OFFICE - SEPTEMBER | 40292 | 10/10/2023 | 26.42 |
| | MONTHLY CHARGES - BACK OFFICE - SEPTEMBER | 40292 | 10/10/2023 | 20.40 |
| HAMNER, JEWELL & ASSOCIATES | | | | 1,727.50 |
| | CAPP - FINAL DESIGN - AUGUST | APA001070 | 9/20/2023 | 1,727.50 |

| Vendor | Description | Payment Number | Payment Date | Payment |
|---|--|----------------|--------------|-------------------|
| HD SUPPLY, INC | | | | 1,439.09 |
| | REPLACEMENT TRANSMITTER FOR HQ WELL | APA001071 | 9/20/2023 | 674.78 |
| | ENGINEERING SUPPLIES | APA001088 | 10/3/2023 | 64.70 |
| | ENGINEERING SUPPLIES | APA001088 | 10/3/2023 | 699.61 |
| HOSE-MAN, INC | | | | 64.37 |
| | MINOR TOOLS | APA001072 | 9/20/2023 | 64.37 |
| IMAGE SALES, INC | | | | 23.60 |
| | EMPLOYEE ID CARDS | APA001089 | 10/3/2023 | 23.60 |
| IMPULSE INTERNET SERVICES, LLC | | | | 139.95 |
| | INTERNET PROVIDER - NOVEMBER | APA001098 | 10/10/2023 | 139.95 |
| INFOSEND INC | | | | 2,781.31 |
| | EBILLS - AUGUST | APA001073 | 9/20/2023 | 331.60 |
| | DISCONNECT/STATEMENTS - AUGUST | APA001073 | 9/20/2023 | 318.92 |
| | STATEMENTS - SEPTEMBER | APA001099 | 10/10/2023 | 2,130.79 |
| ISACC CERVANTES | | | | 212.25 |
| | REIMBURSE FOR WATER TREATMENT CLASS FEES | 40283 | 10/3/2023 | 212.25 |
| J. HARRIS INDUSTRIAL WATER TREATMENT, INC. | | | | 157.71 |
| | SMILLIE WELL CHEM FEED SYSTEM | APA001074 | 9/20/2023 | 157.71 |
| KATZ & ASSOCIATES, INC. | | | | 19,435.00 |
| | CAPP - JULY | APA001075 | 9/20/2023 | 1,305.00 |
| | CAPP - JUNE/JULY | APA001075 | 9/20/2023 | 3,690.00 |
| | CAPP - AUGUST | 40288 | 10/3/2023 | 2,060.00 |
| | CAPP - FINAL DESIGN - COMM OUTREACH - AUGUST | 40288 | 10/3/2023 | 12,380.00 |
| LAURIE RICHARDS | | | | 656.10 |
| | CPE REIMBURSEMENT | 40277 | 9/26/2023 | 656.10 |
| LINCOLN LIFE | | | | 11,977.20 |
| | DEFERRED COMPENSATION | DFT0001517 | 9/19/2023 | 5,263.60 |
| | ROTH IRA | DFT0001517 | 9/19/2023 | 750.00 |
| | DEFERRED COMPENSATION | DFT0001526 | 10/5/2023 | 5,263.60 |
| | ROTH IRA | DFT0001526 | 10/5/2023 | 700.00 |
| LISA SILVA | | | | 114.15 |
| | REIMBURSE FOR COMMITTEE MTG LUNCH 100323 | 40284 | 10/3/2023 | 114.15 |
| MARY-SOPHIA MOTLOW | | | | 456.87 |
| | CA WATER DATA SUMMIT - TRAVEL REIMBURSE | 40263 | 9/20/2023 | 456.87 |
| MYERS, WIDDERS, GIBSON JONES & FEINGOLD, LLP | | | | 10,226.33 |
| | GENERAL COUNSEL - CCWA JPA - AUGUST | APA001076 | 9/20/2023 | 490.00 |
| | GENERAL COUNSEL - AUGUST | APA001076 | 9/20/2023 | 2,866.50 |
| | GENERAL COUNSEL - SEPTEMBER | APA001100 | 10/10/2023 | 2,427.33 |
| | SBCO FLOOD CTRL & CONSERVATION DISTRICT - AUGUST | APA001076 | 9/20/2023 | 960.00 |
| | SBCO FLOOD CTRL & CONSERVATION DISTRICT - SEPT | APA001100 | 10/10/2023 | 420.00 |
| | GENERAL COUNSEL - CAPP FINAL DESIGN - AUGUST | APA001076 | 9/20/2023 | 710.50 |
| | GENERAL COUNSEL - CAPP FINAL DESIGN - SEPTEMBER | APA001100 | 10/10/2023 | 2,352.00 |
| O'CONNOR & SONS INC. | | | | 170.10 |
| | DISTRICT OFFICE - PEST CONTROL | APA001077 | 9/20/2023 | 170.10 |
| OPENEDGE | | | | 17,760.16 |
| | CREDIT CARD PROCESSING FEES - SEPTEMBER | DFT0001544 | 10/2/2023 | 17,760.16 |
| P E R S | | | | 68,886.10 |
| | PERS | DFT0001515 | 9/19/2023 | 14,817.62 |
| | PERS | DFT0001516 | 9/19/2023 | 14,721.97 |
| | PERS | DFT0001530 | 9/20/2023 | 8,559.01 |
| | PERS | DFT0001539 | 10/11/2023 | 15,615.08 |
| | PERS | DFT0001540 | 10/11/2023 | 15,172.42 |
| PAYROLL TRANSFER | | | | 116,184.93 |
| | PR XFER PPE 93023 | DFT0001528 | 9/28/2023 | 57,664.21 |
| | PR TRANSFER PPE 101423 | DFT0001546 | 10/12/2023 | 58,520.72 |
| PERRY'S WELDING | | | | 600.00 |
| | FRONT ROLLER GATE REPAIR | APA001090 | 10/3/2023 | 600.00 |
| PUEBLO WATER RESOURCES, INC | | | | 900.00 |
| | GSP - GSP DEVELOPMENT - JULY | APA001078 | 9/20/2023 | 900.00 |
| RAYMOND JIMENEZ | | | | 5,520.50 |
| | HEALTH INSURANCE OVERPAYMENT REFUND | 40303 | 10/13/2023 | 5,520.50 |
| SANSUM-SBMFC OCCUPATIONAL | | | | 415.00 |
| | PRE-EMPLOYMENT PHYSICAL | APA001091 | 10/3/2023 | 415.00 |

| Vendor | Description | Payment Number | Payment Date | Payment |
|--|---|----------------|--------------|----------------------|
| SAWASKE LANDSCAPE | | | | 304.00 |
| | LYONS WELL - AUGUST | APA001079 | 9/20/2023 | 304.00 |
| SIERRA AUTOMATED VALVE | | | | 1,831.62 |
| | INVENTORY - 1 - 8" VALUE VALVE | 40262 | 9/19/2023 | 1,831.62 |
| SIERRA TRAFFIC SERVICES | | | | 1,996.70 |
| | GOBERNADOR DRAIN RELOCATION | APA001080 | 9/20/2023 | 1,996.70 |
| STAPLES BUSINESS ADVANTAGE | | | | 362.46 |
| | OFFICE SUPPLIES | APA001101 | 10/10/2023 | 362.46 |
| STATE OF CALIFORNIA - EDD | | | | 12,255.22 |
| | STATE DISABILITY INSURANCE | DFT0001518 | 9/19/2023 | (67.88) |
| | STATE DISABILITY INSURANCE | DFT0001518 | 9/19/2023 | (1,440.51) |
| | STATE DISABILITY INSURANCE | DFT0001518 | 9/19/2023 | (46.88) |
| | STATE DISABILITY INSURANCE | DFT0001518 | 9/19/2023 | 49.31 |
| | STATE WITHHOLDING | DFT0001518 | 9/19/2023 | 4,100.47 |
| | STATE DISABILITY INSURANCE | DFT0001518 | 9/19/2023 | 696.23 |
| | STATE WITHHOLDING | DFT0001527 | 10/3/2023 | 3,763.02 |
| | STATE DISABILITY INSURANCE | DFT0001527 | 10/3/2023 | 635.82 |
| | STATE WITHHOLDING | DFT0001537 | 10/13/2023 | (2.78) |
| | STATE WITHHOLDING | DFT0001537 | 10/13/2023 | 3,954.34 |
| | STATE DISABILITY INSURANCE | DFT0001537 | 10/13/2023 | 614.08 |
| STRADLING YOCCA CARLSON & RAUTH | | | | 948.00 |
| | LEGAL SERVICES - JULY | APA001092 | 10/3/2023 | 632.00 |
| | LEGAL SERVICES - AUGUST | APA001092 | 10/3/2023 | 316.00 |
| TRI-COUNTY OFFICE FURNITURE | | | | 172.00 |
| | FINAL PAYMENT - OFFICE RECONFIGURATION | APA001081 | 9/20/2023 | 172.00 |
| TYLER TECHNOLOGIES, INC | | | | 45,292.46 |
| | ANNUAL FEE 110123-103124 | 40289 | 10/3/2023 | 45,292.46 |
| UMPQUA BANK COMMERCIAL CARD | | | | 3,938.17 |
| | SOFTWARE MAINTENANCE | 40299 | 10/11/2023 | 1,373.88 |
| | MANAGER MEETING | 40299 | 10/11/2023 | 170.68 |
| | DUES, SUBSCRIPTIONS, LICENSES | 40299 | 10/11/2023 | 280.00 |
| | WORK IN PROGRESS - POLO VILLA | 40299 | 10/11/2023 | 87.55 |
| | MINOR TOOLS & EQUIPMENT | 40299 | 10/11/2023 | 1,347.40 |
| | EMPLOYEE EDUCATION & TRAINING | 40299 | 10/11/2023 | 400.00 |
| | TRAININGS & SEMINARS | 40299 | 10/11/2023 | 44.44 |
| | EMPLOYEE RELATIONS | 40299 | 10/11/2023 | 234.22 |
| UNDERGROUND SERVICE | | | | 224.75 |
| | 55 NEW TICKET - SEPTEMBER | APA001082 | 9/20/2023 | 106.25 |
| | 62 NEW TICKET - OCTOBER | APA001102 | 10/10/2023 | 118.50 |
| UNUM LIFE INSURANCE COMPANY | | | | 2,084.28 |
| | LIFE INSURANCE - SEPTEMBER | 40270 | 9/20/2023 | 688.21 |
| | LIFE INSURANCE - OCTOBER | 40270 | 9/20/2023 | 688.21 |
| | LIFE INSURANCE - NOVEMBER | 40300 | 10/11/2023 | 694.76 |
| | LIFE INSURANCE - OCTOBER - ADDED E.S. | 40300 | 10/11/2023 | 13.10 |
| USPS | | | | 500.00 |
| | REFILL POSTAGE MACHINE 101323 | 40305 | 10/13/2023 | 500.00 |
| W. W. GRAINGER, INC. | | | | 302.52 |
| | USB HUB | APA001083 | 9/20/2023 | 70.25 |
| | MINOR TOOLS | APA001083 | 9/20/2023 | 232.27 |
| WAGE WORKS DISBURSEMENTS | | | | 2,094.70 |
| | WAGEWORKS DISBURSEMENT - 0919, 0922, 0926, 101323 | DFT0001545 | 10/13/2023 | 1,197.35 |
| | WAGEWORKS DISBURMENT 08.18, 22, 26 | DFT0001529 | 9/30/2023 | 897.35 |
| WATER SYSTEMS CONSULTING, INC. | | | | 25,004.10 |
| | CAPP - FINAL DESIGN - AUGUST | 40290 | 10/3/2023 | 25,004.10 |
| WATERS CARDENAS LAND SURVEYING LLP | | | | 10,215.00 |
| | LATERAL 10 - TOPO SURVEY/AERIAL MAP | 40271 | 9/20/2023 | 10,215.00 |
| WEX BANK | | | | 2,521.00 |
| | FUEL CHARGES - SEPTEMBER | 40285 | 10/3/2023 | 2,521.00 |
| WOODARD & CURRAN INC | | | | 130,334.14 |
| | CAPP - FINAL DESIGN - AUGUST | 40293 | 10/10/2023 | 130,334.14 |
| | | | | \$ 836,185.45 |



AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS OF CARPINTERIA GROUNDWATER SUSTAINABILITY AGENCY

CARPINTERIA CITY HALL
5775 CARPINTERIA AVENUE
CARPINTERIA, CA 93013

Wednesday, November 8, 2023 at 5:35 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/89461403909?pwd=DiNYM2ZlTasReUc8aPzkJMDdCQZid7.1>

Meeting ID: 894 6140 3909

Passcode: 114342

or

Dial by Phone: 1-669-444-9171

1. CALL TO ORDER
2. PUBLIC FORUM (Any person may address the Board of Directors on any matter within its jurisdiction which is not on the agenda).
3. APPROVAL ITEMS
 - A. ****Minutes for the Meeting of the Board held on October 25, 2023**
 - B. ****Disbursement Report for September 16, 2023 – October 15, 2023**
4. UNFINISHED BUSINESS – none
5. NEW BUSINESS –
 - A. ****Consider Presentation on GSP Chapters- 5. Sustainable Management Criteria, 6. Projects & Management Actions, and 7. Implementation Chapters (for information, Executive Director Bob McDonald).**
6. EXECUTIVE DIRECTOR REPORTS (for information) – None
7. ADJOURNMENT

Robert McDonald, Secretary

**Indicates attachment of document to agenda packet.

The above matters are the only items scheduled to be considered at this meeting.

Note: The above Agenda was posted at Carpinteria Valley Water District Administrative Office in view of the public no later than 5:00 p.m., November 5, 2023. 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.

**IIndicates attachment of document to agenda packet.



STAFF REPORT Item VII.A

From: Robert McDonald, General Manager

Prepared by: Maso Motlow, Management Analyst

For Consideration: Item VII.A. Approve changes to capital cost recovery fee calculation methods. Approve the use of a per-dwelling unit CCRF.

Background

The District invests in capital infrastructure to convey, store, and treat water for customers. Customers pay for this infrastructure through their monthly water bill. A customer with a new meter, (e.g., a customer in a new housing development) will benefit from the District's existing infrastructure, but this customer has not contributed to the cost of that infrastructure. The Capital Cost Recovery Fee (CCRF) represents capital infrastructure investment to-date paid by existing customers. All new customers, or customers expanding their service connections, pay the District's CCRF to buy into the system. This ensures new customers are not benefitting from the District's capital infrastructure without paying for it.

Proposed changes to the CCRF calculation methods

The District should use the asset valuation method instead of the rates and charges method to calculate the CCRF. Currently, the District calculates the CCRF based on the rates and charges paid by customers to-date. Going forward, the District should instead use the asset-based calculation method recommended by the AWWA. The AWWA M1 manual recommends using an asset-based method to calculate system development charges i.e., capital cost recovery fees. The AWWA M1 does not outline a method for calculating system development fees based on the rates and charges paid by customers. Therefore, the asset-based method is more defensible.

The published CCRF documentation from many other agencies in California follows the asset-based methodology. For example, Camarillo uses the asset-based methodology. By using the asset-based methodology, the District is following the industry standard.

The District should implement a per-dwelling unit CCRF for residential master meters. A development or redevelopment may install a District owned master meter with private sub meters if it meets the criteria in the Rules and Regulations. Because high-density residences have different water usage patterns than single-family residential customers, and therefore different system demands, it is reasonable to apply a separate CCRF charge to these accounts. Many water districts throughout California vary their CCRF charges by customer type. Therefore, there is precedent for implementation of a per-unit CCRF.

Revenue impact of adopting a unit-based CCRF for high-density residential development

The District is proposing the CCRF charge for high-density residential developments be based on the number of units in each building, instead of the number of meters. Although the per-dwelling unit charge is less than the ¾" meter charge (Table 1), the per-dwelling unit charge does not necessarily result in a loss of revenue to the District.

Table 1. CCRF by meter size

| Meter Size | Maximum GPM | CCRF |
|--------------------------|-------------|-----------|
| Per-dwelling unit charge | 20 | \$10,965 |
| ¾" | 32 | \$16,448 |
| 1" | 55 | \$27,414 |
| 1-1/2" | 100 | \$54,827 |
| 2" | 160 | \$87,723 |
| 3" | 375 | \$197,378 |
| 4" | 700 | \$328,963 |
| 6" | 2000 | \$548,271 |

Consider the following example using four proposed developments. The meter-based charge depends on the number and size of meters needed for each building – which depends on the total flow of the building. For example, buildings with three-bedroom units will have higher water flow, and require larger meters, than one-bedroom units. Therefore, the per-dwelling unit charge may be higher than or lower than the meter-based charge depending on the characteristics of each development (Table 2).

Table 2. Revenue summary

| | # of dwelling units | Per-unit charge** | Meter-based charge | |
|--|---------------------|--------------------|--------------------|--------------------|
| | | | 10 GPM/DW* | 15 GPM/DW** |
| Carpinteria Ave | 20 | \$200,000 | \$197,000 | \$197,000 |
| Bailard | 173 | \$1,734,000 | \$1,513,000 | \$2,303,000 |
| Tee Time | 60 | *** | \$219,000 | \$351,000 |
| Lagunitas | 159 | \$1,594,000 | \$1,426,000 | \$1,316,000 |
| Total | | \$3,747,000 | \$3,355,000 | \$4,167,000 |
| <i>Difference</i> | | | | |
| <p>*Assuming each dwelling unit has a maximum demand of 10 gallons per minute (GPM)</p> <p>**Assuming each dwelling unit has a maximum demand of 15 gallons per minute (GPM)</p> <p>*** Does not qualify for the per-dwelling unit CCRF because each building has 10 or fewer dwelling units</p> | | | | |

Based on review of the District's existing master meter accounts, it is unlikely the per-dwelling unit charge would result in a loss of revenue to the District. The number of dwelling units associated with existing master meters indicates most combinations would result in the same or greater revenue from the per-dwelling unit CCRF compared to the meter size CCRF.

Recommendation

Replace the rates and charges CCRF methodology with the asset-based CCRF methodology. Begin charging high-density residential developments per dwelling unit instead of per meter.

Methods for calculating the District's capital cost recovery fee

This memo is intended to help District staff understand how calculate the Capital Cost Recovery Fee (CCRF) and how to update the calculation each year.

Purpose of the CCRF

The District invests in capital infrastructure to convey, store, and treat water for customers. Customers pay for this infrastructure through their water bill. A customer with a new meter, (e.g., a customer in a new housing development) will benefit from the District's existing infrastructure, but this customer has not contributed to the cost of that infrastructure. The CCRF represents capital infrastructure costs to-date paid by existing customers. All new customers, or customers expanding their service connections, pay the District's CCRF to buy into the system. This ensures new customers are not benefitting from the District's capital infrastructure without paying for it. Every year, the District calculates a separate CCRF for water meters and fire meters based on charges to-date.

CCRF Calculation

The District's methods for calculating the CCRF follow the AWWA M1 manual's recommendations for system development charges.

1. Determine the total system value

The system value is based on the asset value, the District's cash reserves, and the District's intangible asset payments to-date.

$$\text{Total system value} = \text{Asset Value} + \text{Cash Reserves} + \text{Intangibel asset payments}$$

Asset value

The District implements the AWWA's replacement cost new less depreciation (RCNLD) method to determine asset value. This method first calculates the replacement cost for all District assets then, sums all replacement costs to determine the total system asset value.

$$\text{Asset value} = (\text{original cost} \times \text{escalation factor}) \times \% \text{ depreciated}$$

Original cost: The original cost and depreciated cost for each asset comes from the District's billing system (Incode) Asset Listing Report.

Escalation factor: The escalation factor adjusts the original cost from the asset listing report to today's dollars. The District uses the Engineering New-Record City Cost Index (ENR-CCI) for Los Angeles to determine the escalation factor. The escalation factor is expressed as a ratio of the ENR-CII for the current year over the ENR-CII for the construction year.

% depreciated: The % depreciated indicates the portion of the asset's useful life that has passed. The Incode Asset Listing Report includes the original cost and the depreciated

cost of each asset. The depreciated cost over the original cost is the % to which the asset is depreciated.

Cash reserves

The District's cash reserves are listed on the District's audited financial statements.

Intangible asset payments to-date

Intangible assets payments represent payments not linked directly to infrastructure purchased by the District. The District's intangible assets generally fall into four categories: capacity rights for Cater Water Treatment Plant, capacity rights for Sandyland well, payments to the Bureau of Reclamation, payments to Cachuma Operation and Maintenance Board for capital costs, and debt payments for the State Water Project. The District's accountant will provide annual numbers on total intangible asset payments to-date.

Determine the system capacity

System capacity is expressed as total meter equivalents. Meter equivalents allow the District to normalize meter capacity across meter sizes. The AWWA defines meter equivalents that equate each meter size to a 5/8" meter. For fire meters, the CCRF Equivalency Value is based on pipe diameter. The smallest fire service line (2") is equated to the 5/8" water meter.

| Water Service | | Fire Service | |
|---------------|-------------------|--------------|-------------------|
| Meter Size | Meter Equivalency | Meter Size | Meter Equivalency |
| 5/8" | 1.0 | 2" | 1.00 |
| 3/4" | 1.5 | 3" | 2.25 |
| 1" | 2.5 | 4" | 4.00 |
| 1-1/2" | 5.0 | 6" | 9.00 |
| 2" | 8.0 | 8" | 16.00 |
| 3" | 18.0 | 10" | 25.00 |
| 4" | 30.0 | | |
| 6" | 50.0 | | |

The District can determine the total number of each meter size from its billing system (Incode). To determine total meter equivalents, the District multiplies the meter equivalency value by the number of meters for each meter size.

$$\text{Meter equivalents} = \text{AWWA meter equivalency value} \times \text{number of meters}$$

Determine the per unit buy-in fee

The buy-in fee per unit is the total system value divided by the total number of meter equivalents. For the buy-in fee, one unit represents a meter equivalency of one.

$$\text{Per unit buy – in fee} = \text{System value} \div \text{total meter equivalents}$$

For example, in 2023, the total system value is \$135,982,227 and the total number of meter equivalents is 12,401. Therefore the per unit buy-in fee in 2023 is \$10,965.42.

$$\$10,965.42 = \$135,982,227 \div 12,401$$

Determine the capital cost recovery fee for each meter size

Multiply the per unit buy-in fee by each meter equivalency value to determine the CCRF for each meter size. The table below provides examples using the 2023 buy-in fee.

Water Service

| Meter Size | Meter Equivalency | Per-unit CCRF | | | Asset-based CCRF |
|------------|-------------------|---------------|----------|---|------------------|
| Per unit | 1.0 | × | \$10,965 | = | \$ 10,965 |
| 3/4" | 1.5 | × | \$10,965 | = | \$ 16,448 |
| 1" | 2.5 | × | \$10,965 | = | \$ 27,414 |
| 1-1/2" | 5.0 | × | \$10,965 | = | \$ 54,827 |
| 2" | 8.0 | × | \$10,965 | = | \$ 87,723 |
| 3" | 18.0 | × | \$10,965 | = | \$ 197,378 |
| 4" | 30.0 | × | \$10,965 | = | \$ 328,963 |
| 6" | 50.0 | × | \$10,965 | = | \$ 548,271 |

Fire Service

| Meter Size | Meter Equivalency | Per-unit CCRF | | | Asset-based CCRF |
|------------|-------------------|---------------|----------|---|------------------|
| 2" | 1.00 | × | \$10,965 | = | \$ 10,965 |
| 3" | 2.25 | × | \$10,965 | = | \$ 24,672 |
| 4" | 4.00 | × | \$10,965 | = | \$ 43,862 |
| 6" | 9.00 | × | \$10,965 | = | \$ 98,689 |
| 8" | 16.00 | × | \$10,965 | = | \$ 175,447 |
| 10" | 25.00 | × | \$10,965 | = | \$ 274,136 |

Appendix B
Capital Cost Recovery Fees

Effective November 29th, 2023

WATER SERVICE
CAPITAL COST RECOVERY FEES

| Per-dwelling unit | Meter Size | | | | |
|--------------------------|-------------------|---------------|-------------------|---------------|---------------|
| | 3/4 inch | 1 inch | 1 1/2 inch | 2 inch | 3 inch |
| \$10,965 | \$16,448 | \$27,414 | \$54,827 | \$87,723 | \$197,378 |

FIRE SERVICE
CAPITAL COST RECOVERY FEES

| Meter Size | | | | | |
|-------------------|---------------|---------------|---------------|---------------|----------------|
| 2 inch | 3 inch | 4 inch | 6 inch | 8 inch | 10 inch |
| \$10,965 | \$24,672 | \$43,862 | \$98,689 | \$175,447 | \$274,136 |

Appendix D

RESOLUTION NUMBER #####

**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 is following the American Water Works Association (AWWA) M1 manual and industry best practices for determining System Development Charges which include Capital Cost Recovery Fees (CCRF). Documentation of the CCRF methodology is contained in "Methods for calculating asset-based CCRF" document dated November 8th, 2023.

WHEREAS, the Board finds that the Capital Cost Recovery Fee shall be used to reimburse the District for construction of the public facilities and improvements 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, 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; and

WHEREAS, the Board approves the CCRF methodology and finds the fees reasonable.

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

1. The following components shall be included in the calculation of the Annual Capital Cost Recovery Fee schedule:

- a. **Total system value** based on value of the District’s physical assets, the District’s cash reserves, and the District’s intangible asset payments to-date.
- (i) The District implements the AWWA’s replacement cost new less depreciation (RCNLD) method to determine asset value. This method first calculates the replacement cost for all District assets then, sums all replacement costs to determine the total system asset value.

Asset value=(original cost ×escalation factor) ×% depreciated

 - (1) Original cost: The original cost and depreciated cost for each asset comes from the Incode Asset Listing Report.
 - (2) Escalation factor: The escalation factor adjust the original cost to today’s dollars. The District uses the Engineering New-Record City Cost Index (ENR-CCI) for Los Angeles. The escalation factor is expressed as a ratio of the ENR-CII for the current year over the ENR-CII for the construction year.
 - (3) % depreciated: The % depreciated indicates the portion of the asset’s useful life that is depreciated. The Incode Asset Listing Report includes the original cost and the depreciated cost of each asset. The depreciated cost over the original cost is the % to which the asset is depreciated.
 - (ii) The District’s cash reserves are listed on the District’s audited financial statements.
 - (iii) Intangible assets payments represent payments not linked directly to infrastructure purchased by the District. The District’s intangible assets generally fall into four categories: capacity rights for Cater Water Treatment Plant, capacity rights for Sandyland well, payments to the Bureau of Reclamation, payments to Cachuma Operation and Maintenance Board for capital costs, and debt payments for the State Water Project. The District’s account will provide annual numbers on total intangible asset payments to-date.
- b. The District determines **system capacity** using the AWWA’s meter equivalency factors. System capacity is expressed as total meter equivalents. Meter equivalents allow the District to normalize meter capacity across meter sizes. For fire meters, the Capital Cost Recovery Fee Equivalency Value is based on pipe diameter. The smallest fire service line (2”) is equated to the 5’8” water meter.

| Water Service | | Fire Service | |
|---------------|-------------------|--------------|-------------------|
| Meter Size | Meter Equivalency | Meter Size | Meter Equivalency |
| 5/8" | 1.0 | 2" | 1.00 |
| 3/4" | 1.5 | 3" | 2.25 |
| 1" | 2.5 | 4" | 4.00 |
| 1-1/2" | 5.0 | 6" | 9.00 |
| 2" | 8.0 | 8" | 16.00 |
| 3" | 18.0 | 10" | 25.00 |
| 4" | 30.0 | | |
| 6" | 50.0 | | |

- (i) The District can determine the total number of each meter size from its billing system (Incode). To determine total meter equivalents, the District multiplies the meter equivalency value by the number of meters for each meter size.

$$\text{Meter equivalents} = \text{AWWA meter equivalency value} \times \text{number of meters}$$

- c. The **per-unit buy-in fee** is determined by dividing the total system value by the total number of meter equivalents. The per-unit buy-in fee is then scaled to each meter size using the meter equivalency values to determine the Capital Cost Recovery Fee charge by meter size.

$$\text{Per unit buy – in fee} = \text{System value} \div \text{total meter equivalents}$$

2. The Capital Cost Recovery Fee shall be evaluated at the beginning of the fiscal year to adjust the per-unit buy-in fee to reflect current system value and current meter equivalents.
3. The following Capital Cost Recovery Fees are effective **November 8th 2023**.

Water Service

| Meter Size | Meter Equivalency | Per-unit CCRF | | | Asset-based CCRF |
|------------|-------------------|---------------|----------|---|------------------|
| Per-unit | 1.0 | × | \$10,965 | = | \$ 10,965 |
| 3/4" | 1.5 | × | \$10,965 | = | \$ 16,448 |
| 1" | 2.5 | × | \$10,965 | = | \$ 27,414 |
| 1-1/2" | 5.0 | × | \$10,965 | = | \$ 54,827 |
| 2" | 8.0 | × | \$10,965 | = | \$ 87,723 |
| 3" | 18.0 | × | \$10,965 | = | \$ 197,378 |
| 4" | 30.0 | × | \$10,965 | = | \$ 328,963 |
| 6" | 50.0 | × | \$10,965 | = | \$ 548,271 |

Fire Service

| Meter Size | Meter Equivalency | Per-unit CCRF | | | Asset-based CCRF |
|------------|-------------------|---------------|----------|---|------------------|
| 2" | 1.00 | × | \$10,965 | = | \$ 10,965 |
| 3" | 2.25 | × | \$10,965 | = | \$ 24,672 |
| 4" | 4.00 | × | \$10,965 | = | \$ 43,862 |
| 6" | 9.00 | × | \$10,965 | = | \$ 98,689 |
| 8" | 16.00 | × | \$10,965 | = | \$ 175,447 |
| 10" | 25.00 | × | \$10,965 | = | \$ 274,136 |

a. New regular water service connections

New water service connections shall pay the Capital Cost Recovery Fee based on the number and size of meters to be installed, as indicated in the table above, except as noted below.

- (i) Exception: residential developments that meet the requirements for master meters shall pay the “per-unit” CCRF charge for each dwelling unit behind the master meter. Other individually metered residential units within the development will be charged the CCRF by meter size and quantity.
- (ii) Exception: In the event that a new service is expected to serve multiple hotel rooms, the CCRF shall reflect the accumulated 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 hotel room and the associated Capital Cost Recovery Meter Equivalency Fees for the new meter.
- (iii) Exception: Capital Cost Recovery Fees shall not be levied upon any Master Meter Residential 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, a property is currently served by a 3/4" meter, and an account holder requires an increased meter size to 1".

| | |
|--|----------|
| CCRF for 1" meter | \$27,414 |
| Credit for past charges for 3/4" meter | \$16,448 |
| Difference | \$10,966 |

- (i) Exception: Increased meter sizes for accounts with multiple dwelling units or hotel rooms will require review by the District. In such a case, the District shall respond to the request for a larger meter within 30 calendar days.
- (ii) Exception: 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.

| | |
|--------------------------------------|---------------------------|
| CCRF for 1" meter | \$27,414 |
| CCRF for twelve 3/4" meters | 12 x \$16,448 = \$197,376 |
| Total new CCRF charges | \$ 224,790 |
| Credit for past charges for 2" meter | \$87,723 |
| Difference | \$137,067 |

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. Although the accumulated Capital Cost Recovery Fees for a 2" meter is less than the fees for a 3" meter , 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.

| | |
|--------------------------------------|-----------|
| CCRF for 2" meter | \$87,723 |
| Credit for past charges for 3" meter | \$197,378 |
| Difference | \$109,655 |
| Refund | \$0 |

- (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 later requests to have the meter re-installed. 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 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 the above sections, 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 for Master Meter Residential and Hospitality accounts
- (i) In the event that a master meter residential account or hospitality account 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.
 - (ii) 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.
 - (iii) Notwithstanding the sections 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.
 - 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 the sections above.
 - (iii) No refund will be provided to account holders requesting removal of an existing fire service.
 - 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 the sections 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.

PASSED AND ADOPTED by the Governing Board of the Carpinteria Valley Water District on the 29th day of November, 2023 by the following vote:

AYES:

NAYES:

ABSENT:

ABSTAIN:

PASSED AND ADOPTED THIS 29th day of November, 2023

APPROVED:

Case Van Wingerden, President

ATTEST:

Robert Mc Donald, Secretary

17. METERS AND APPLIANCES

- a. **Meters and Appliances:** All meters and appliances (such as meter boxes, valves, radios, external antennas etc.) installed by the District upon the customer's property for the purpose of delivering water to the customer shall be the property of the District, and may be repaired, replaced or removed by the District at any time. No customer may refuse the installation of any type of water meter for any reason.

Customers may opt-out of the installation of any radio transmitter associated with meter reading after completing an application for opt-out and payment of any associated fees and charges. (See [Appendix C](#) and [Appendix J](#).)

Meters and appliances must be accessible to the District or its duly authorized agents at all times. Barriers to access – including but not limited to fences, landscaping, gates, locks, vehicles, equipment, dogs or other animals or refuse will be reported to the customer and required to be corrected immediately. Should a condition limiting access remain, the District reserves the right to discontinue service after giving written notice to the customer via certified mail with return receipt. Service may be discontinued seven days after customer receipt of written notice and remain discontinued until such time as the condition limiting access has been modified or removed and access is deemed safe and acceptable by the District.

Except as herein otherwise provided, no rent or other charge shall be made by the customer against the District nor by the District against the customer for placing or maintaining said meters and appliances upon the customer's premises. The customer shall exercise reasonable care to prevent the District's meters and equipment from being injured or destroyed. In the event customer identifies any defect in the meter, customer shall notify the District thereof immediately.

The District shall have the right to remove any and all of its facilities installed on customer's premises at the termination of the service.

- b. **Meter Installation:** All meters and appliances shall be installed by the District. Meters, wherever practicable, shall be placed in suitable meter boxes located in

the parkway adjacent to the curb line. When it is not practicable to place meters in the parkway, the meters shall be installed in some convenient place approved by the District upon the customer's premises, in an approved easement, and in a location that is at all times accessible for inspection, reading and testing. The District shall not install submeters. The District shall not use customer installed submeters for its metering or billing.

- c. **Meter Tampering**: The customer shall not make or maintain any by-pass or other connection between the meter and the District's main. The customer shall not tamper with the meter or any other appliance or interfere with the operation of the meter or appliances in any manner or for any purpose. Penalties for tampering with a meter or appliances or bypassing a meter may include, but are not limited to, tampering fines and penalties, fees for unmeasured water consumption, meter and appliance replacement costs and labor, criminal prosecution and disconnection of District water service (see [Appendix C](#)).

d. Number of Accounts per Water Service Connection business or dwelling units per water service connection:

(1) In accordance with Senate Bill 7 (SB 7), the District requires all new construction of multi-family residential structures to be individually metered or master metered with submeters. The District defines multi-family residences as multiple dwelling units in one building, or dwelling units in separate buildings that share a wall.

Each building in a multi-family development may be eligible for a master meter with submeters (instead of individual meters) if it meets the relevant criteria below. However, final determination of master meter eligibility is at the District's discretion.

(i) A building with more than 10 dwelling units that are not individually parceled (i.e., rental units) is eligible for a master meter with submeters.

(ii) Buildings with more than 10 individually parceled (i.e., owned) dwelling units are only eligible for a master meter with submeters if the District determines plumbing of individual meters is not feasible or individual meters do not fit in the right of way.

(iii) Buildings with fewer than 10 dwelling units are not eligible for master meters.

(2) Hospitality developments may use master meters to serve multiple sleeping rooms. The District does not require individual meters or submeters for individual sleeping rooms.

(3) The District recommends individual meters for each commercial, industrial, and public authority (CII) business. The District may allow master meters to serve multiple CII business if it determines individual meters are not practical.

(4) Stand-alone single family residential dwelling units must be individually metered except as follows:

(i) residential dwelling units on agricultural parcels; or

(ii) accessory dwelling units as defined below.

d. In all cases in which water is to be served to a building occupied by multiple accounts, independent services to the curb line must be provided for each independent customer.

(1) Santa Barbara county code Section 14-23.080 and California Plumbing Code Section 608.8 adopted by the City of Carpinteria require each dwelling unit within a multi-family residential building to be separately metered for water service.

(2) Santa Barbara county code Section 14-23.090 and the City of Carpinteria Municipal code Section 13.08.240 requires each tenant in a commercial, industrial, or institutional buildings to be separately metered for water service unless this requirement is waived by the District for good cause.

(3) For example, a development is proposed to include four residential condominiums and three commercial stores. The proposed development would require seven appropriately-sized service connections in addition to any fire service connections deemed necessary by the responsible agency.

In all cases in which water is to be served to a parcel with multiple residential dwelling units, independent services to the curb line must be provided for each residential dwelling unit except as follows:

~~(1) residential dwelling units on agricultural parcels; or~~

~~(2)(5) accessory dwelling units as define below.~~

- e. **Accessory Dwelling Units:** District rules and regulations shall comply with California and local requirements regarding Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU).

ADUs / JADUs constructed either within an existing building envelope or in a new permitted structure, will not be required to be independently metered, nor will the ADU/JADU be subject to Capital Cost Recovery Fees (CCRF). However, all ADU / JADU developments will be required to meet District and local agency requirements for hydraulic capacity of service, including service line capacity, water meter capacity and if applicable fire sprinkler capacity. In the event that ADU / JADU developments require increased service or meter capacity, costs associated with increased service will be applied as described in Rules 9 and 10 and [Appendix D](#).

The District will consider ADUs with a footprint of 750 square feet or more as separate dwelling units from the main structure. The District will reclassify accounts with ADUs of 750 sqft or greater as Master Meter Residential accounts and these accounts will be subject to the rates and charges associated with this account class. The District will not consider JADUs or ADUs with a footprint of less than 750 square feet as separate dwelling units. The District will not reclassify accounts that add an ADU / JADU of less than 750 square feet.

- f. **Irrigation Meters:** Facilities for irrigation of new and existing parks, medians, landscaped public area, lawns or gardens surrounding condominiums, townhouses, apartments, and industrial parks shall be designed and installed in such a way to conserve water. The rate and extent of water application shall be controlled by the owner so as to minimize water usages.

Dedicated landscape water meters are required for residential landscapes over 5,000 square feet, non-residential landscapes over 1,000 square feet, and shared landscaped common areas. Dedicated landscape meters must be installed by the District, be on a dedicated service line and be installed with approved backflow prevention.

In most cases the irrigation meter shall be sized based on the peak flow through a single valve of the irrigation system (i.e. highest producing valve). However, the District reserves the right to further evaluate the system and to select a meter size that best meets the needs of the system. The meter size may be based on multiple valves, branches of the system , square footage, or as deemed most appropriate by the District.

**ORDINANCE NO. 23-2
AN ORDINANCE OF THE BOARD OF DIRECTORS OF
CARPINTERIA VALLEY WATER DISTRICT
ADOPTING AND ESTABLISHING A METHODOLOGY
FOR THE CALCULATION OF INITIAL WATER ALLOCATIONS**

WHEREAS, the purpose of these allocations is to enable compliance with the State of California's Water Use Efficiency legislation which sets water use expectations for residential and landscape water use within Carpinteria Valley Water District (District); and

WHEREAS, another purpose of these allocations is to enable the District to consistently and responsibly respond to Applications for Intent to Serve Letters through land use-based estimates of water demand; and

WHEREAS, another purpose of these allocations is to more efficiently target conservation efforts to customers who exceed their account-specific allocation; and

WHEREAS, another purpose of these allocations is to support supply and demand planning and budgeting; and

WHEREAS, the District has reviewed the calculation methods published by the State and the methods of other water districts for calculating water use allocations, and prepared and presented data concerning the appropriate methodology for calculating the allocations, including the following documentation:

1. "Model Documentation for Allocation Program", dated August 23, 2023 ("Methods 1"), which describes the data sources, computational steps, and decisions within the model to calculate account-specific allocations.
2. "Allocation Calculation Methods Summary", dated September 13, 2023 ("Methods 2"), which summarizes the formulas used to calculate allocations for each customer class.

WHEREAS, Methods 1 and 2 were presented at the public Board meeting on September 13, 2023 and included in the board packet available for public inspection and review 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 6066, was held at a regularly scheduled meeting of the Board; and

WHEREAS, after considering Methods 1 and 2, the analysis as referenced hereinabove, and the testimony received at the public hearing, the Board approves said methods, and incorporates methods 1 and 2 herein, and further finds that the initial allocation methodologies set forth in Studies 1 and 2 are reasonable.

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

Allocations shall be calculated based on customer account class as described below.

Single-family residential, Multi-family residential, Master meter residential account allocations are based on the characteristics of the account and the land use of the associated parcel.

- a. Indoor allocation. Based on the number of dwelling units associated with the account in the District's billing system and the State of California's formula and factors for determining expected water use per dwelling unit.

$$\text{Indoor allocation (HCF per month)} = \text{Dwelling Units} \times 2.65 \text{ people} \times 55 \text{ Gallons Per Capita Day} \times \text{number of days in month} \div 748$$

- I. The indoor allocation uses the following data.

- i. One hundred cubic feet (HCF) is equal to 748 gallons.
- ii. The District uses the 2020 Census estimate of 2.65 people per dwelling unit.
- iii. The District uses the State's expectation of efficient indoor water use per person.

- b. Outdoor allocation. Based on the irrigated area on the parcel according to the District's aerial imagery survey and the State of California's formula and factors for determining expected water use per irrigated square foot.

$$\text{Outdoor allocation (HCF per month)} = \text{Evapotranspiration (ET)} \times \text{Irrigated Area} \times \text{Plant Factor} \times 0.62 \div 748$$

- II. The outdoor allocation uses the following data

- i. The District uses monthly ET values from the California Irrigation Management Information System (CIMIS) Santa Barbara Station.
- ii. Irrigated areas are based on aerial imagery analysis using aerial imagery from 2020.
- iii. The District uses Plant Factors (also called ET factors) to represent efficient water demand of the landscape. Residential landscapes receive a plant factor of 0.55 (new construction) 0.65 (old construction) according to the State's water use efficiency guidance.
- iv. The conversion factor from inches to gallons is 0.62.
- v. One hundred cubic feet (HCF) is equal to 748 gallons.

Landscape irrigation accounts

- a. Outdoor allocation. Based on the irrigated area on the parcel according to the District's aerial imagery survey and the State of California's formula and factors for determining expected water use per irrigated square foot.

$$\text{Outdoor allocation (HCF per month)} = \text{Evapotranspiration (ET)} \times \text{Irrigated Area} \times \text{Plant Factor} \times 0.62 \div 748$$

- I. The outdoor allocation uses the following data
 - i. The District uses monthly ET values from the California Irrigation Management Information System (CIMIS) Santa Barbara Station.
 - ii. Irrigated areas are based on aerial imagery analysis using aerial imagery from 2020.
 - iii. The District uses Plant Factors (also called ET factors) to represent efficient water demand of the landscape. Landscape accounts receive a plant factor of 0.8 according to the State's water use efficiency guidance.
 - iv. The conversion factor from inches to gallons is 0.62.
 - v. One hundred cubic feet (HCF) is equal to 748 gallons.

Commercial, Industrial, Public Authority* accounts

- a. Total allocation. Based on historical water use. Within the context of the Water Use Efficiency regulations, the State of California does not specify a formula for determining indoor or outdoor water use for commercial, industrial, or public authority accounts.

$$\text{Monthly allocation (HCF per month)} = \text{average historical water consumption}$$

- I. The allocation uses the following data
 - i. *School fields and city parks classified as public authority accounts are treated as landscape irrigation accounts for the purpose of calculating an allocation.
 - ii. Historical water consumption is based on water use from 2017-2022.

Parks and school fields accounts

- a. Outdoor allocation. Based on the irrigated area on the parcel according to the District's aerial imagery survey and the State of California's formula and factors for determining expected water use per irrigated square foot.

$$\text{Outdoor allocation (HCF per month)} = \text{Evapotranspiration (ET)} \times \text{Irrigated Area} \times \text{Plant Factor} \times \text{Conversion Factor}$$

- I. The outdoor allocation uses the following data

- i. The District uses monthly ET values from the California Irrigation Management Information System (CIMIS) Santa Barbara Station.
- ii. Irrigated areas are based on aerial imagery analysis using aerial imagery from 2020.
- iii. The District uses Plant Factors (also called ET factors) to represent efficient water demand of the landscape. Residential landscapes receive a plant factor of 0.8 according to the State's water use efficiency guidance.
- iv. The conversion factor from inches to gallons is 0.62.
- v. One hundred cubic feet (HCF) is equal to 748 gallons.

Agriculture accounts

- a. Total allocation. Based on historical water use. Within the context of the Water Use Efficiency regulations, the State of California does not specify a formula for determining indoor or outdoor water use for agricultural accounts.

Monthly allocation (HCF per month) = average historical water consumption

- I. The allocation uses the following data

- i. Historical water consumption is based on water use from 2017-2022.

Accounts with no meter or no historical use

Accounts or parcels with no District water meter, or no historical use on a District water meter will have an allocation of zero. Allocations are intended to represent metered demand and these accounts or parcels have no metered demand from the District.

The District uses a separate methodology referred to as "Demand Credits" to identify a reasonable water use expectation for these accounts or parcels. Instead of an allocation, the District assigns these accounts a Demand Credit. Like allocations, Demand Credits are based on the land use characteristics of the parcel and similar accounts. As data are available, the District uses the following data sources to calculate Demand Credits.

- City or County zoning designations
- Parcel size
- Meter size
- Account class

BE IT FURTHER ORDAINED:

1. The above recitals are true and correct and are incorporated herein as though set forth in full.
2. By the adoption of this Resolution account-specific initial allocations will be determined using the methodology described.
3. Such allocation will, at this time not be associated with any fees or charges.
4. Any fees or charges associated based on account-specific initial allocations shall be separately adopted by Resolution or Ordinance by the Board.
5. The Allocation Methodology is effective upon adoption and shall continue until changed by action of the District Board.

BE IT FURTHER ORDAINED that this Ordinance shall take effect on November 9th 2023 by roll call as follows:

AYES:
NAYES:
ABSENT:
ABSTAIN:

PASSED AND ADOPTED by the Board of the Carpinteria Valley Water District this 8th day of November, 2023

APPROVED:

Case Van Wingerden, President

ATTEST:

Robert Mc Donald, Secretary

RESOLUTION NUMBER 1151

**RESOLUTION OF THE BOARD OF DIRECTORS
OF CARPINTERIA VALLEY WATER DISTRICT
CLOSING CARPINTERIA GROUNDWATER
SUSTAINABILITY AGENCY CHECKING ACCOUNT**

BE IT RESOLVED, that the Carpinteria Valley Water District (CVWD) shall close a checking account with U.S. Bank and the amount lying in said account be transferred to the District's Operating checking account also held at U.S. Bank. That the General Manager/Secretary of this District is hereby authorized to do all such acts and to sign all such documents, papers and writing as may be necessary in this regard.

BE IT FURTHER RESOLVED that Resolution 1081 on 8/12/20 establishing the CGSA account be rescinded.

BE IT FURTHER RESOLVED the Board of Directors authorizes and directs the General Manager, the current signatory on the U.S. Bank checking account, to take all necessary actions to close the account, including but not limited to:

- Notifying U.S. Bank in writing of our intention to close the account.
- Arranging for the transfer of the remaining balance to the primary operating account with U.S. Bank.
- Providing any necessary documentation or signatures required by U.S. Bank to effectuate the account closure.
- The Board of Directors further authorizes the General Manager to inform U.S. Bank of the resolution passed by our board, as well as any other details necessary to facilitate the account closure.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Carpinteria Valley Water District on the 8th day of November, 2023 by the following roll call vote:

AYES:
NAYES:
ABSENT:
ABSTAIN:

APPROVED:

Case Van Wingerden, President

ATTEST:

Robert McDonald, Board Secretary



Carpinteria Valley Water District

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

BOARD OF DIRECTORS

Case Van Wingerden
President
Shirley L. Johnson
Vice President

Casey Balch
Polly Holcombe
Matthew Roberts

GENERAL MANAGER

Robert McDonald, P.E. MPA

Staff Report

To: CVWD Board of Directors

From: Brian King, District Engineer

Date: Nov 03, 2023

For Consideration: Item VII.E – Consider bids for CAPP potholing services.

Background

The District with the assistance from Water Systems Consulting (WSC), put out to bid the potholing of utilities along the corridor of the proposed transmission main for the CAPP project. The bid was for the location of 39 potholes of utilities crossings along the proposed alignment of the transmission main. The information from the potholing will be used for the design of the transmission main.

Analysis

The District reached out to 5 contractors that provide this type of service, namely Tierra Contracting Inc, Elite General Engineer Inc, Lash Construction, Travis Ag., and Badger Infrastructure Solutions (Potholing).

The deadline for the bid submission was October 12, 2023, at 2:00 pm.

The District received a total of two bids for the project:

1. Tierra Contracting Inc. Total Bid: \$193,760.00 or Cost per pothole: \$4,968.20
2. Elite General Engineering Inc. Total Bid: \$298,044.00 or Cost per pothole: \$7,642.15

The expected engineering for this work was approximately \$3000/ pothole so the prices received were 165% and 254% over the expected cost.

Recommendation:

Staff recommends that the District reject all bids and rebid the work.



AGENDA

ADMINISTRATIVE COMMITTEE

At

**CARPINTERIA VALLEY WATER DISTRICT
1301 SANTA YNEZ AVENUE
CARPINTERIA, CALIFORNIA**

November 2, 2023 at 11:30 a.m.

BOARD OF DIRECTORS

*Case Van Wingerden
President
Shirley L. Johnson
Vice President*

*Casey Balch
Polly Holcombe
Matthew Roberts*

GENERAL MANAGER

Robert McDonald, P.E. MPA

If interested in participating in a matter before the Committee, you are strongly encouraged to provide the Committee 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 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 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 Committee electronically.

Please note the President has the discretion to limit the speaker's time for any meeting or agenda matter.

I. CALL TO ORDER

II. PUBLIC FORUM (Any person may address the Administrative Committee on any matter within its jurisdiction which is not on the agenda)

III. OLD BUSINESS – None

IV. NEW BUSINESS

a. Discuss Compensation & Benefit Study.

V. ADJOURNMENT

Robert McDonald, Board Secretary

Note: The above Agenda was posted at Carpinteria Valley Water District Administrative Office in view of the public no later than 12:00 p.m., October 30, 2023. 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.



A Meeting of the
**BOARD OF DIRECTORS
 OF THE
 CENTRAL COAST WATER AUTHORITY**

will be held at 9:00 a.m., on Thursday, October 26, 2023
 at 255 Industrial Way, Buellton, California 93427

Members of the public may participate by video call or telephone via
 URL: <https://meetings.ringcentral.com/j/1470508474>
 or by dialing (623)404-9000 and entering access Code/Meeting ID: 147 050 8474 #

Please note: public participation by video call or telephone is for convenience only and is not required by law. If technical interruptions to the video call/telephone occur, the chair has the discretion to continue the meeting and participants are invited to take advantage of the other participation options above.

Public Comment on agenda items may occur via video call or telephonically, or by submission to the Board Secretary via email at lfw@ccwa.com no later than 8:00 a.m. on the day of the meeting. In your email, please specify (1) the meeting date and agenda item (number and title) on which you are providing a comment and (2) that you would like your comment read into the record during the meeting. If you would like your comment read into the record during the meeting (as either general public comment or on a specific agenda item), please limit your comments to no more than 250 words.

Every effort will be made to read comments into the record, but some comments may not be read due to time limitations. Please also note that if you submit a written comment and do not specify that you would like this comment read into the record during the meeting, your comment will be forwarded to Board members for their consideration.

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available on the CCWA internet web site, accessible at <https://www.ccwa.com>.

Eric Friedman
Chairman

Jeff Clay
Vice Chairman

Ray A. Stokes
Executive Director

Brownstein Hyatt
Farber Schreck
General Counsel

Member Agencies

City of Buellton

Carpinteria Valley
Water District

City of Guadalupe

City of Santa Barbara

City of Santa Maria

Goleta Water District

Montecito Water District

Santa Ynez River Water
Conservation District,
Improvement District #1

Associate Member

La Cumbre Mutual
Water Company

I. Call to Order and Roll Call

II. Closed Session

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Initiation of litigation pursuant to Government Code section 54956.9(d) (4): 1 case
- B. 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 and Water Conservation District, et al. (Case No. 21CV02432)

III. Return to Open Session

IV. Public Comment – (Any member of the public may address the Board relating to any matter within the Board’s jurisdiction. Individual Speakers may be limited to five minutes; all speakers to a total of fifteen minutes.)

V. Consent Calendar

- * A. Minutes of the September 28, 2023 Regular Meeting
 - * B. Bills
 - * C. Controller’s Report
 - * D. Operations Report
- Staff Recommendation: Approve the Consent Calendar*

255 Industrial Way
Buellton, CA 93427
(805) 688-2292
Fax (805) 686-4700
www.ccwa.com

Continued

* Indicates attachment of document to original agenda packet.

VI. Executive Director's Report

- A. Water Supply Situation Report
Staff Recommendation: Informational item only.
- * B. Emergency Bypass of Devil's Den Pumping Plant Due To Unplanned Outage and Associated Agreements
Staff Recommendation: Adopt Resolution No. 23-08 Approving Letter Agreement with the Department of Water Resources and Berranda Mesa Water District re. the Devil's Den Pumping Plant Emergency Outage Bypass
- C. Administrative Procedures for Transfers and Exchanges, Including Implementation of Right of First Refusal Rule for Transfers Outside the County of Santa Barbara
Staff Recommendation: Informational item only.
- * D. Adoption of Resolution 23-09 Amending the CCWA Rules and Regulations Governing the Policy and Procedures for the Purchase of Services, Supplies or Equipment
Staff Recommendation: Adopt Resolution No. 23-09 Amending the Rules and Regulations Governing the Policy and Procedures for the Purchase of Services, Supplies or Equipment
- * E. DWR Calendar Year 2024 Statement of Charges Rebill
Staff Recommendation: Informational item only.
- * F. FY 2023/24 First Quarter Investment Report
Staff Recommendation: Accept report.
- G. State Water Contractors Report
Staff Recommendation: Informational item only.
- * H. Legislative Report
Staff Recommendation: Informational item only.

VII. Reports from Board Members for Information Only

VIII. Items for Next Regular Meeting Agenda

- IX. **Date of Next Regular Meeting: January 25, 2024**
(Consider canceling the November and December regular meetings)
- X. **Adjournment**