

# **SAN JUAN WATER DISTRICT**

Board of Director's Workshop Minutes

April 16, 2015 – 4:00 p.m.

## **BOARD OF DIRECTORS**

Ted Costa	President
Pam Tobin	Vice President
Ken Miller	Director
Dan Rich	Director
Bob Walters	Director

## **SAN JUAN WATER DISTRICT MANAGEMENT AND STAFF**

Shauna Lorance	General Manager
Keith Durkin	Assistant General Manager
Teri Hart	Board Secretary/Administrative Assistant
Ryan Bezerra	Legal Counsel

## **OTHER ATTENDEES**

Mary Lynn Scherrer	Customer
Don Simmons	Customer
Al Dains	Citrus Heights Water District (CHWD)
Bob Churchill	CHWD
Hilary Straus	CHWD
Lucy Eidam Crocker	Crocker & Crocker
Kate Motonaga	San Juan Water District (SJWD)
Tony Barela	SJWD
Judy Johnson	SJWD
Vicki Sacksteder	SJWD
Mitch Dion	SJWD

## **AGENDA ITEMS**

- I. Public Comment**
- II. Review and Discussion of Governor's Drought Executive Order and SWRCB Regulatory Framework**
- III. Review and Discussion Regarding Impacts on SJWD and Potential Response Measures**
- IV. Public Comment**
- V. Closed Session**
- VI. Open Session**
- VII. Adjourn**

President Costa called the meeting to order at 3:30 p.m.

### **I. PUBLIC COMMENT**

Mr. Bob Churchill addressed the Board and introduced the new CHWD Assistant General Manager, Hilary Straus.

Ms. Lorance conducted a presentation on *2015 Drought Conservation Requirements*. A copy of the presentation will be attached to the meeting minutes. The presentation covered Current Requirements, Governor's Executive Order, SWRCB Draft Rules, What We Did in 2014, and What to Do in 2015. Ms. Lorance covered agenda items II and III together in her presentation.

**II. REVIEW AND DISCUSSION OF GOVERNOR'S DROUGHT EXECUTIVE ORDER AND SWRCB REGULATORY FRAMEWORK**

**III. REVIEW AND DISCUSSION REGARDING IMPACTS ON SJWD AND POTENTIAL RESPONSE MEASURES**

Ms. Lorance explained that Board direction is needed regarding the Water Stage Declaration, Meter Reading, Monthly Billing, Number of Water Days, Targeting High Water Users, Enforcement, and Drought Rates. She explained that there are budget impacts to most of these items.

The Board discussed the topics below in more detail:

- Per Capita is the water usage divided by 3.7, which is the household average that the Department of Water Resources provided to SJWD
- SJWD will work with RWA regarding conservation grants
- SJWD does not provide a cash for grass rebate at this time, however, there may be grants available for this program in the near future
- SJWD provides rebates for irrigation improvements, high-efficiency washing machines, high-efficiency toilets, and hot water demand systems
- Reductions are for retail residential water users
- Water stage declaration to a stage 4
- Changing meter reading to once per month in order to place online for customers
- Billing monthly in addition to the monthly meter reading
- Two days per week watering unless the Board has another plan in place
- Targeting high water users and enforcement level
- Enforcement of conservation efforts when dealing with Home Owners Associations and other such scenarios
- Dissemination of information to the public
- Possible implementation of Drought Rates

***Vice President Tobin moved to stay at Stage 3. Director Walters seconded the motion. Vice President Tobin withdrew her motion after the Board discussed the topic.***

The Board discussed the differences between conservation stage 3 and stage 4. In addition, they discussed the possibility of a modification or enhancement of either stage to meet the Governor's executive order. The Board discussed whether an ordinance change was required or if the Governor's executive order was sufficient to implement without an ordinance change. Mr. Bezerra suggested that the Board agree on what needs to be changed and then approve as one item.

The Board discussed the upcoming meeting of the SWRCB and possible changes to the regulations. Director Miller voiced concern regarding ponds and wildlife, and the assumption that ponds are being filled with SJWD potable water. Vice President Tobin suggested that the ordinance reflect that ponds cannot be filled with potable water. Ms. Lorance commented that she does not believe that the SWRCB will change their regulations and in the meantime staff would like direction from the Board.

Mr. Bezerra informed the Board that the SWRCB adopted regulations in mid-March requiring 2 days per week watering unless an agency adopts alternate conservation plans. In addition, the SWRCB released a proposed framework last week which requires between 10% and 35% water conservation assigned by tiers, along with other conservation requirements such as no watering medians.

The Board discussed the topic and directed staff to bring back information on the following options with the associated anticipated costs:

Vice President Tobin's Suggestion:

- Stage 3 – modified, change to stronger wording than “Warning”
- 2-day per week watering
- Achieve 35% water conservation – targeting high water users
- Consider monthly meter reading at a future date
- No new landscaping per the requirements of the state
- No median watering

Director Rich's Suggestion:

- Stage 4 – modified
- Additional public outreach
- 2-day per week watering
- Target high water users
- No monthly meter reading

President Costa's Suggestion:

- Stage 3 - enhanced
- 2-day per week watering
- Review pond restrictions
- No monthly meter reading
- No water cops
- Contact high water users

Ms. Lorance will provide the most current SWRCB mandates separate from the Board's suggestions.

Director Walters suggested that the Reconnection Fees, which are not subject to Prop. 218 notice requirement, be utilized. Ms. Lorance commented that it would be assumed that a Drought Rate would be utilized as well.

In response to Director Miller's comments, Mr. Bezerra explained that it is proposed that the \$10,000 per day fine would not be considered by the SWRCB until after February 2016 which would give agencies until then to reduce water use by the percentage required of them. In addition, Mr. Bezerra explained that along with the existing SWRCB reporting requirements, agencies will have to report the gallons per capita per day.

Director Miller requested that staff provide information on the high water users to show if they conserved more how much water would be saved. In addition, he suggested that the District look at adding an over-use charge for those customers who use over an allotted amount.

Vice President Tobin suggested that the District's website include an overall retail production tracking graphic to show if the District as a whole is reaching the 35% conservation requirement.

In response to Director Rich's question, Mr. Bezerra explained that the Drought Rates were previously approved by the Board after the required Prop. 218 notice and therefore they could be implemented by Board approval as long as the implemented drought rate is not over the cap established in the approved Drought Rates.

In response to Director Walters' question, Ms. Lorance explained that there are separate drought rates for stages 3-5, which could be implemented for each stage. Mr. Durkin explained that the Drought Rates were established by Bob Reed so that the customer's bill remains approximately the same if they meet the conservation requirement.

Ms. Lorance will develop a recommendation to the Board based on the direction and discussion from today's workshop.

*For information only; no action requested.*

#### **IV. PUBLIC COMMENT**

Mr. Bob Churchill informed the Board that CHWD reaffirmed Stage 3 by resolution and added the Governor's items. He commented that working with ordinances and not resolutions makes it difficult to react. Ms. Lorance explained that SJWD has to follow the Community Services District rules. In addition, he suggested that SJWD discuss irrigation restrictions with the county building departments. Ms. Lorance commented that the irrigation restrictions will be included in the District's will serve letters. Ms. Lucy Eidam Crocker commented that ACWA is working on messaging regarding growth and development and will have some will serve messaging available.

Mr. Don Simmons addressed the Board and voiced concern regarding filling of swimming pools and a possible safety hazard if not allowed to fill his pool. Ms. Lorance explained that existing pools can be filled to maintain correct water levels; however, a customer cannot drain a pool to refill it with District potable water.

Mr. Al Dains informed the Board that CHWD adopted a modified Stage 3 with a 3-day per week watering schedule but gave direction to staff to recommend the Governor's 2-day per week proposal. Ms. Lorance commented that agencies can have special watering schedules with industrial, such as golf courses, as long as they meet a 25% reduction.

**President Costa called for Closed Session at 5:30 pm.**

**V. CLOSED SESSION**

1. Conference with legal counsel--anticipated litigation; Government Code sections 54954.5(c) and 54956.9(b); significant exposure to litigation involving state and federal administrative proceedings and programs affecting District water rights

**President Costa returned to Open Session at 5:35 pm.**

**VI. OPEN SESSION**

1. There was no reported action during closed session.

**VII. ADJOURN**

**The meeting was adjourned at 5:35 p.m.**

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EDWARD J. "TED" COSTA, President  
Board of Directors  
San Juan Water District

ATTEST:

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TERI HART, Board Secretary

# 2015 Drought Conservation Requirements

April 16, 2015  
Shauna Lorance

# Overview

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- **Current Requirements**
- **Governor's Executive Order**
- **SWRCB Draft Rules**
- **What We Did in 2014**
- **What to Do in 2015**

# Current Requirements – Governors Drought Declaration

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- Request 20% reduction in statewide water usage
- Directed local agencies to implement water shortage plans

# Governor's Executive Order

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- 25% statewide reduction through February 28, 2016
- “Areas with high per capital use achieve proportionally greater reductions than those areas with low use”
- Comparison for reductions to 2013
- Replace 50 million sf of lawns and ornamental turf
- No irrigation of turf on public medians
- No irrigation with potable water outside of newly constructed homes or buildings (unless drip or microspray systems)

# SWRCB Draft Rules

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- June 2013 through February 2014 compared to June 2015 through February 2016
- Reductions from 10% to 35%
- SJWD in 35% level
- SJWD use
  - 2013 annual = 432 gpcpd
  - 2014 annual = 323 gpcpd
  - 35% annual reduction = 281 gpcpd
  - June through Feb 2014 to 2013 reduction = 22%

# What We Did in 2014

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# Staffing

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- ◎ 3 Full-time Conservation
- ◎ 1 Temporary helper
- ◎ Additional Cost \$17,000

# Enforcement

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- ◉ Targeted high users
- ◉ Increased leak detection efforts
- ◉ Added on-line water waste reporting tool
- ◉ First Notice - Left door hanger/and or talked with customers when we saw evidence of overwatering
- ◉ Second Notice - Left door hanger/and or talked with customers providing date to comply by.
- ◉ Final Notice – Pending disconnect

# Public Outreach

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- Outreach material (infographics, real time lake photos, drought campaign, drought rates, bill inserts)
- DryFolsomLake.com microsite
- ProtectOurFolsomWater.com microsite
- “GM On Call” (included work on CWAP strategy, BDCP, NSWA, coordinating regional efforts, For the Sake of the Lake,
- Folsom Diverters
- Speakers Bureau
- Additional Cost \$125,000

# Additional Costs in 2014

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- ◉ Additional temporary help
- ◉ Public outreach
- ◉ Speakers bureau

\$150,000 in additional costs  
~2.5% unbudgeted costs

# **What to Do in 2015 Policy Decisions - Retail**

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# Budget Impacts

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- Reduction in water usage equates to less revenue
- Fixed costs still remain
- For 2015/16 budget
  - Maintenance activities that can be delayed are
  - No operational revenue transfer to capital this year
  - Non essential expenses deferred
  - Will still be a deficit in budget
- **ESTIMATED** revenue increase necessary for each action

# Water Stage Declaration

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- Current declared Conservation Stage 3
- Trigger for Stage 4
  - Folsom project below 150,000 in next four months
  - And/or USBR initiates construction of barge
  - Maintain or increasing drought conditions forecast
- Folsom Reservoir level projections being revised

# Decision on Water Stage Declaration

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Consider remaining at Conservation Stage 3 and reconsider after Folsom Reservoir Projections are available.

- Yes, go to next section
- No, determine stage declaration

# Meter Reading

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- **Currently bi-monthly**
  - One meter reader position
  - Water use info obtained 6 times a year
- **Consider change to once a month**
  - Provides more info (12 x)
  - Requires additional staff
  - Could bill monthly to provide more info to customers
  - Would allow quicker reaction to high water users
  - If drought continues would likely be necessary

# Meter Reading

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## Additional Cost of Monthly Reading

- ⦿ 1 new meter reader position
- ⦿ 1 new meter reading device and wand
- ⦿ Additional tow vehicle and electric cart
- ⦿ About ½ time staff from field to assist
- ⦿ Modification of WaterSmart software so customers can see monthly reads
- ⦿ Provide info for conservation staff to respond to high water users – more efficient use of additional conservation staffing

\$ 200,000 in new costs

3% increase in revenue

# Decision on Meter Reading

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- ◉ Do we read meters monthly?
  - No , skip monthly billing section
  - Yes, go to next question

# Monthly Billing

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- **Currently bi-monthly**
  - Lower Cost
  - Fewer customer service and field staff
  - Limited info for customers
  - Any surcharge for high water use less effective
- **Consider change to once a month**
  - Provides more info (12 x)
  - Requires additional staff = costs significant
  - Customers quicker reaction to high water use
  - If drought continues would be necessary for equity

# Monthly Billing

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## Additional Cost of Monthly Billing

- ◉ Monthly meter reading costs
- ◉ 2 new customer service positions
- ◉ Full time field position
- ◉ 2x printing, postage
- ◉ 2x water gram costs

$\$200,000 + \$500,000 = \$700,000$

12% increase in revenue

# Decision on Monthly Billing

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- ◉ Do we bill monthly?
  - No, go to next section
  - Yes, go to next section

# # of Watering Days

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## ○ Currently not limited

- Allows customer flexibility
- Allows some customers to water daily
- Some customers have reduced, some not

## ○ SWRCB draft requirements

- 2 days per week unless other formally adopted by District
- Obtain 35% reduction

# # of Watering Days

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- Most visible requirement
- Will be widely compared, along with total reduction
- SJWD-R obtained 32% average reduction in 2014; 22% reduction for June to Feb in 2014
- SJWD one of highest per person usage
- SWRCB defaults at 2 day limit
- Optic with Folsom Reservoir water levels

# # of Watering Days

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- Cost similar for 2 or 3 day restriction
  - Security patrol after hours (like Roseville)
  - Two add'l temp helpers (one office)
  - Truck rental
  - Postage

\$50,000 in new costs

0.8% increase in revenue

# Decision on Watering Days

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- ◉ Do we restrict outdoor irrigation to 2 days per week?
  - Yes, go to next section
  - No, how many days?

# Target High Water Users

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- 159 accounts identified with ponds. Using 3.7 people per household as the population factor and 2014 annual water use, GPCD ranged from 20 – 4577.
  - 20 – 200 (35 accounts)
  - 201 – 300 (23 accounts)
  - 301 – 500 (25 accounts)
  - 501 – 750 (32 accounts)
  - 751 – 1000 (12 accounts)
  - 1001 – 2000 (26 accounts)
  - 2001 – 4577 (6 accounts)

# Target High Water Users

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- **Other high water users**
  - Our proposed GPCD target for Sept. 2015 is 289
  - Sept. 2014, 1645 connections exceeded the 289 GPCD
- **Initial letter, then individual follow up, starting with highest users**

# Target High Water Users

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## Additional Costs of Targeting High Water Users

- ⦿ Maintain existing temp position
- ⦿ 2 additional temp positions
- ⦿ Two truck rentals (one temp in office)
- ⦿ Postage costs

\$75,000 in new costs

1.3% increase in revenue

# Decision on Targeting High Users

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Consider implementing plan to target high water users:

- ⦿ Yes, go to next section
- ⦿ No, go to next section

Enforcement – what is success

- ⦿ Eliminate potable water to ponds?
- ⦿ Require 35% reduction or use at 281 GPCD for other high users?

# Enforcement

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- ⦿ **First Notice - Left door hanger/and or talked with customers when we saw evidence of overwatering**
- ⦿ **Second Notice - Left door hanger/and or talked with customers providing date to comply by.**
- ⦿ **Disconnect after second notice**
- ⦿ **Reconnect when problem addressed**

# Enforcement

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## ○ Current conservation reconnect fees

- 1<sup>st</sup> Reconnect Fee - \$ 60.00
- 2<sup>nd</sup> Reconnect Fee-\$120.00
- 3<sup>rd</sup> Reconnect Fee -\$240.00
- 4<sup>th</sup> Reconnect Fee -\$480.00

# Decision on Enforcement

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Currently disconnect after second notice, with progressive reconnect fee. Are existing fees high enough?

- Yes, go to next section
- No, discuss order of magnitude of proposed new fees

# Public Information

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- ◉ Separate mailer on drought, conservation restrictions, etc
- ◉ Door hangers
- ◉ WaterSmart home water reports
- ◉ Workshops
- ◉ Additional likely

\$100,000+ in new costs

1.7% increase in revenue

# Drought Rates

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Drought rates are applicable at Stage 3, 4 and 5

## Water Usage Charges

- ◉ Water shortage charge – applied across all water usage in stage 3 and first stage in 4 & 5
- ◉ Excess use charge – creates higher second tier in stages 4 and 5

	1	2	3	4	5
Tier 1	All usage	All usage	All usage	0-100 ccf	0-50 ccf
Tier 2	n/a	n/a	n/a	101+ ccf	51+ ccf

	1	2	3	4	5
Tier 1			10%	30%	60%
Tier 2	n/a	n/a	n/a	50%	100%

	1	2	3	4	5
Tier 1	\$0.80	\$0.80	\$0.88	\$1.04	\$1.28
Tier 2	n/a	n/a	n/a	\$1.56	\$2.56

# Decision on Drought Rates

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Should the District Implement Drought Rates?

- Yes
- No

**Other Items?**

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# Discussion

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