





# AGENDA

## Water Shortage Task Force

Suzanne McCombs, Task Force Chair  
Edward McCombs, Task Force Vice Chair  
Bryan Bondy, Task Force Member  
Ted Cook, Task Force Member  
Rob Corley, Task Force Member  
Diane de Mailly, Task Force Member  
Douglas Hahn, Task Force Member

Don Jensen, Task Force Member  
Robert McCord, Task Force Member  
Marty Melvin, Task Force Member  
Don Mills, Task Force Member  
Ed Summers, Task Force Member  
Diane Underhill, Task Force Member

### TASK FORCE MEETING

WEDNESDAY, NOVEMBER 5, 2014, 6:00 P.M.

VENTURA WATER MAINTENANCE YARD, 336 SANJON ROAD, VENTURA

### ROLL CALL

### COMMITTEE ITEMS

**1. APPROVAL OF MINUTES, SPECIAL MEETING ON October 22, 2014**

Staff: Sylvia Lopez, Administrative Secretary

Recommendation: Approve October 22, 2104 meeting minutes

**2. EX PARTE COMMUNICATION**

Staff: Shana Epstein, Ventura Water General Manager

Recommendation: Receive communication.

**3. DROUGHT RATE ALTERNATIVES**

Staff: Shana Epstein, Ventura Water General Manager and Nancy Broschart, Management Analyst

Recommendation: Receive presentation.

**4. AGGREGATE OF LARGE WATER USERS**

Staff: Ryan Kintz, Environmental Services Specialist

Recommendation: Receive and file report.

**5. UNTREATED WATER USAGE**

Staff: Ryan Kintz, Environmental Services Specialist

Recommendation: Receive and file report.

**6. RESIDENTIAL CUSTOMER SURVEY – % OUTDOOR WATER USAGE**

Staff: Ryan Kintz, Environmental Services Specialist and Edward Sharp, Environmental Services Assistant

Recommendation: Receive and file report.

**7. PUBLIC COMMENT –** (For items not listed on this agenda, but within the jurisdiction of the Task Force. Note that no general discussion of such items, or action on such items, may be taken by the Task Force. At this time, the Task Force will provide an opportunity for the public to address them on any subject, which is not scheduled on this Agenda but is within the jurisdiction of the Task Force. Comments are limited to three (5) minutes.)

**8. ADJOURNMENT – NEXT MEETING WEDNESDAY, NOVEMBER 19, 2014**

Minutes relating to this agenda are available in the Ventura Water Office, 336 Sanjon Road, Ventura, during normal business hours as well as on the City's Web Site – [www.venturawater.net](http://www.venturawater.net). Materials related to an agenda item submitted to the Ventura Water Department after distribution of the agenda packet are available for public review at the Ventura Water Office.

This agenda was posted on Thursday, October 30, 2014 at 3:00 p.m. in the Ventura Water Office, City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Ventura Water Office at (805) 652-4503 or the California Relay Service at (866) 735-2929. Notification by Monday, November 3, 2014, at 5:00 p.m. will enable the City to make reasonable arrangements for accessibility to this meeting.



Agenda Item Number 1  
Approval of Minutes  
October 22, 2014 Meeting  
November 5, 2014



# Draft Minutes

## Water Shortage Task Force

Suzanne McCombs, Task Force Chair  
Edward McCombs, Task Force Vice Chair  
Bryan Bondy, Task Force Member  
Ted Cook, Task Force Member  
Rob Corley, Task Force Member  
Diane de Mailly, Task Force Member  
Douglas Hahn, Task Force Member

Don Jensen, Task Force Member  
Robert McCord, Task Force Member  
Marty Melvin, Task Force Member  
Don Mills, Task Force Member  
Ed Summers, Task Force Member  
Diane Underhill, Task Force Member

Shana Epstein, Ventura Water General Manager

**OCTOBER 22, 2014**

The Water Shortage Task Force met in the City of Ventura Maintenance Yard Facility, Assembly Room, 336 Sanjon Road, Ventura, at 6:00 pm.

### ROLL CALL

Present: Chair Suzanne McCombs, Members Edward McCombs, Bryan Bondy, Ted Cook, Rob Corley, Diane deMaily, Douglas Hahn, Don Jensen Robert McCord, Marty Melvin, Don Mills, and Diane Underhill.

Absent: Task Force Member Ed Summers.

### TASK FORCE ITEMS

#### 1. APPROVAL OF MINUTES, SPECIAL MEETING ON October 8, 2014

Recommendation: Approve October 8, 2014 meeting minutes with the amendment to reflect that Chair Suzanne McCombs appointed a sub-committee to include Water Shortage Task Force members Ted Cook, Rob Corley, Don Jensen, and Diane Underhill to report to the full committee with their revisions regarding the Water Shortage Contingency Plan.

Task Force Member Marty Melvin moved to approve, Task Force Member Bryan Bondy seconded. The vote was as follows:

AYES: Suzanne McCombs, Edward McCombs, Bryan Bondy, Ted Cook, Rob Corley, Douglas Hahn, Robert McCord, Marty Melvin Don Mills, and Diane Underhill.

NOES: None.

ABSTAIN: Don Jensen

Chair Suzanne McCombs declared the motion carried.

## **2. EX PARTE COMMUNICATION**

Recommendation: Receive communication.

Speaker(s): No report by any of the Task Force Members.

Staff: Shana Epstein, General Manager.

Member(s) of the public: None.

## **3. TASK FORCE MEETING DATES ADDED**

Recommendation: Approve two additional Task Force special meeting dates, Wednesday, November 19, 2014 and Wednesday, December 3, 2014 to be held starting at 6:00pm, at the Ventura Water Maintenance Yard, 336 Sanjon Road, Ventura.

Task Force Member Diane deMailly moved to approve, Task Force Member Ted Cook seconded. The vote was as follows:

AYES: Suzanne McCombs, Edward McCombs, Bryan Bondy, Ted Cook, Rob Corley, Douglas Hahn, Robert McCord, Marty Melvin Don Mills, and Diane Underhill.

NOES: None.

Speaker(s): None.

Staff: Shana Epstein, General Manager.

Member(s) of the public:

## **4. WATER SHORTAGE CONTINGENCY PLAN REVISIONS**

Recommendation: Continue to make edits to the Water Shortage Contingency Plan starting at Section 1.7, incorporating policy recommendations from previous held workshop.

Speaker(s):

Staff: Shana Epstein, General Manager.

Member(s) of the public: Tim Ferrell

**5. REVIEW OF EXISTING REBATE AND INCENTIVE PROGRAMS IN TRI-COUNTY REGION**

Recommendation: Receive and file report.

Speakers(s):

Staff: Shana Epstein, Ventura Water General Manager

Member(s) of the public: Daniel Cormode

**6. PUBLIC COMMENT**

Member(s) of the public: none.

**7. ADJOURNMENT**

The meeting was adjourned 9:05 pm. The next meeting, Wednesday, November 5, 2014, at 6:00pm located at the Ventura Maintenance Yard Facility, 336 Sanjon Road, Ventura.

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This agenda was posted on Thursday October 16, 2014 at 5 p.m. in the Ventura Water Office, City Clerk's Office, on the City Hall Public Notices Board, and on the Internet.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Ventura Water Office at (805) 652-4503 or the California Relay Service at (866) 735-2929. Notification by Monday, October 20, 2014 at 5:00 p.m. will enable the City to make reasonable arrangements for accessibility to this meeting.



Agenda Item Number 2  
Ex Parte Communication  
November 5, 2014

No Written Report for this Item



Agenda Item Number 3  
Drought Rate Alternatives  
November 5, 2014

Administrative Report for this Item



# ADMINISTRATIVE REPORT

Date: October 29, 2014

Agenda Item No:

Meeting Date: November 5, 2014

**To: WATER SHORTAGE TASK FORCE**

**From: SHANA EPSTEIN, VENTURA WATER GENERAL MANAGER**

**Subject: DROUGHT RATE ALTERNATIVES**

## **RECOMMENDATIONS**

Receive presentation.

## **DISCUSSION**

Raftelis Financial Consultants, Inc. (RFC) has been retained by Ventura Water to design and develop a water shortage rate schedule that meets community expectations, financial goals to maintain fiscal stability in the event of a sudden or long-term water shortage, and State mandates and legal requirements. It is the intention that the design rate schedule will consider how water shortage rates can be adopted for the future, and utilized as a regular element of Ventura Water's financial business planning.

This item consists of a staff presentation to the Water Shortage Task Force, prepared jointly by RFC and staff, which will introduce drought rate alternatives and associated financial considerations. The goal will be to narrow the alternatives to two options for further study by RFC.

Prepared by Karen Waln, Management Analyst

For

A handwritten signature in blue ink, appearing to read "Shana Epstein", written over a horizontal line.

Shana Epstein  
Ventura Water General Manager



Agenda Item Number 4  
Aggregate of Large Water Users  
November 5, 2014

Administrative Report for this Item



# ADMINISTRATIVE REPORT

Date: October 29, 2014

Agenda Item No: 4

Meeting Date: November 5, 2014

**To: WATER SHORTAGE TASK FORCE**  
**From: SHANA EPSTEIN, VENTURA WATER GENERAL MANAGER**  
**Subject: AGGREGATE OF LARGE WATER USERS**

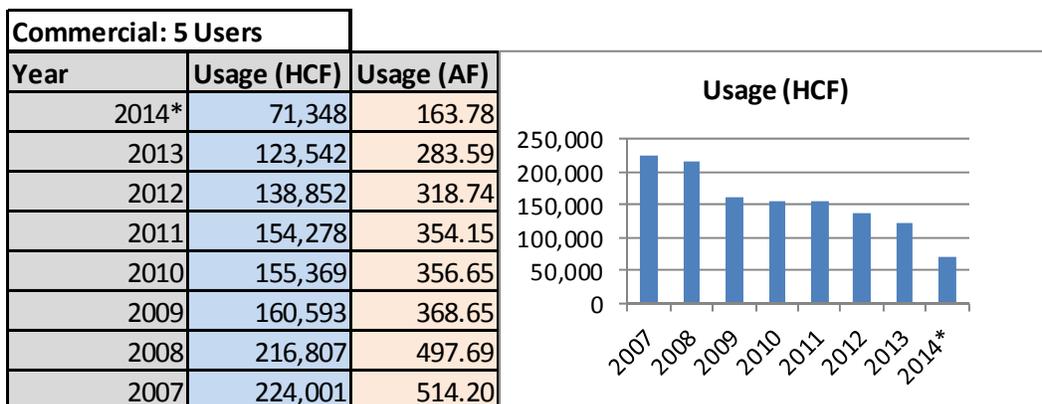
## RECOMMENDATIONS

Receive report.

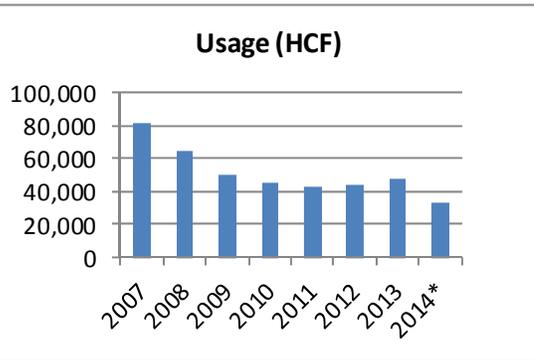
## DISCUSSION

Below is an aggregate of usage history, by category, of 12 large water customers for Ventura Water. The data shows the variability in customer usage due to either relocation, termination, scaling down, or temporary shutdown of operations. As shown, some large users that went out of business no longer have demand for water or their usage has been greatly reduced. In addition, it is anticipated that some customers with reduced usage may revert back to their historical demand.

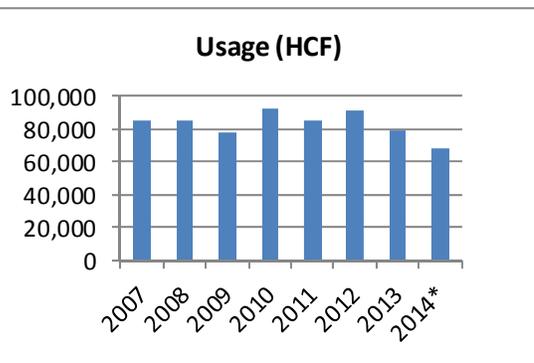
\*Note all usage values for 2014 include usage from January – September 2014.



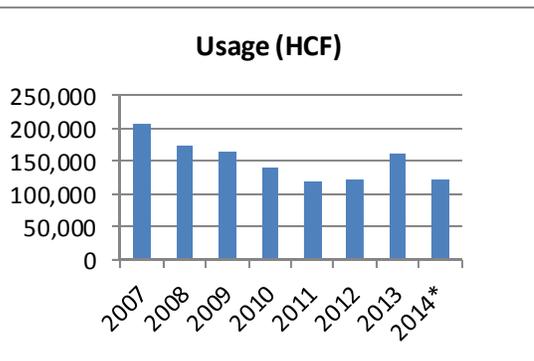
Government: 1 User		
Year	Usage (HCF)	Usage (AF)
2014*	33,518	76.94
2013	47,472	108.97
2012	44,685	102.58
2011	42,868	98.40
2010	44,854	102.96
2009	49,673	114.03
2008	64,601	148.29
2007	81,456	186.98



Hospitals: 2 Users		
Year	Usage (HCF)	Usage (AF)
2014*	68,575	157.42
2013	79,572	182.66
2012	91,627	210.33
2011	84,822	194.71
2010	92,738	212.88
2009	77,551	178.02
2008	84,935	194.97
2007	84,820	194.71

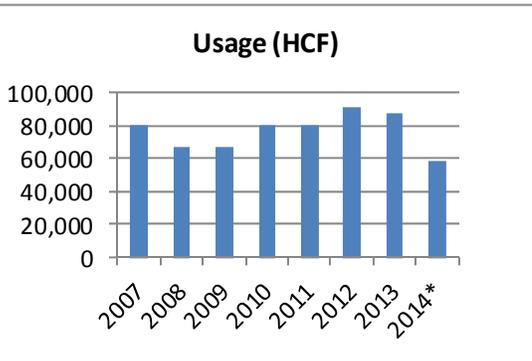


Industrial: 1 User		
Year	Usage (HCF)	Usage (AF)
2014*	121,567	279.06
2013	160,618	368.70
2012	121,514	278.94
2011	119,115	273.43
2010	139,492	320.21
2009	163,997	376.46
2008	174,293	400.09
2007	207,046	475.28



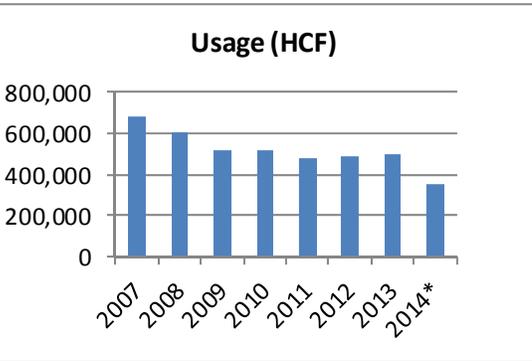
**Multi Residential: 3 Users**

Year	Usage (HCF)	Usage (AF)
2014*	58,057	133.27
2013	87,855	201.67
2012	91,127	209.18
2011	79,990	183.62
2010	80,852	185.60
2009	66,922	153.62
2008	67,546	155.05
2007	80,387	184.53



**Total**

Year	Usage (HCF)	Usage (AF)
2014*	353,065	810.47
2013	499,059	1,145.60
2012	487,805	1,119.77
2011	481,073	1,104.32
2010	513,305	1,178.31
2009	518,736	1,190.77
2008	608,182	1,396.10
2007	677,710	1,555.70



Prepared by Ryan Kintz, Environmental Services Specialist

For

Shana Epstein  
Ventura Water General Manager



Agenda Item Number 5  
Untreated Water Usage  
November 5, 2014

Administrative Report for this Item



# ADMINISTRATIVE REPORT

Date: October 29, 2014

Agenda Item No: 5

Meeting Date: November 5, 2014

**To: WATER SHORTAGE TASK FORCE**  
**From: SHANA EPSTEIN, VENTURA WATER GENERAL MANAGER**  
**Subject: UNTREATED WATER USAGE**

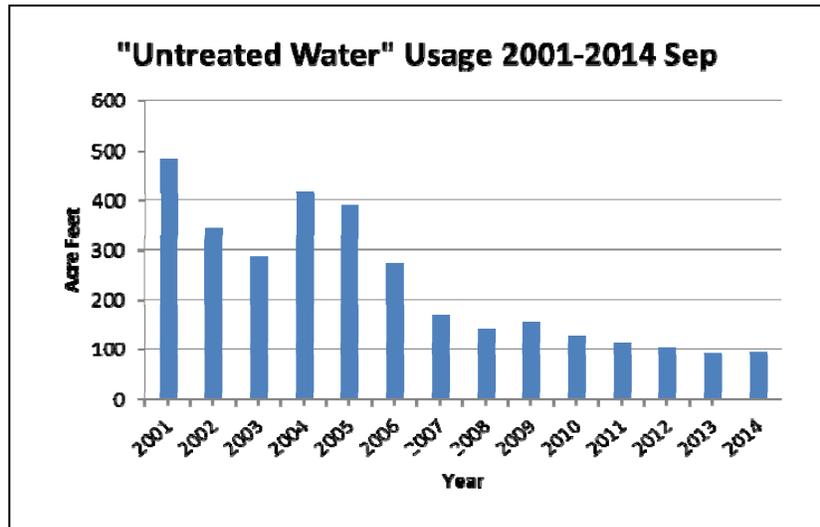
## RECOMMENDATIONS

Receive report.

## DISCUSSION

Below is the usage history of untreated water that is sourced from the Kingston Reservoir, located at the Ventura Water Avenue Treatment Plant.

Year	HCF	AF
2001	210646	484
2002	150158	345
2003	124559	286
2004	182607	419
2005	169863	390
2006	118730	273
2007	74242	170
2008	62693	144
2009	68038	156
2010	56786	130
2011	50267	115
2012	44564	102
2013	39898	92
2014	40375	93



Prepared by Ryan Kintz, Environmental Services Specialist  
For

Shana Epstein  
Ventura Water General Manager



Agenda Item Number 6  
Residential Customer Survey –  
% Outdoor Water Usage  
November 5, 2014

Administrative Report for this Item



# ADMINISTRATIVE REPORT

Date: October 29, 2014

Agenda Item No: 6

Meeting Date: November 5, 2014

To: **WATER SHORTAGE TASK FORCE**

From: **SHANA EPSTEIN, VENTURA WATER GENERAL MANAGER**

Subject: **OUTDOOR RESIDENTIAL WATER USAGE WINTER VS SUMMER 2014**

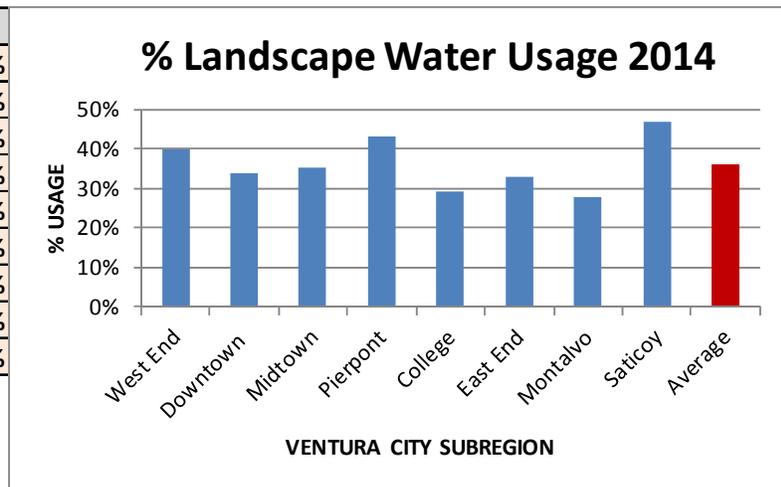
## RECOMMENDATIONS

Receive report.

## DISCUSSION

Below is an estimation of outdoor water usage for a sample of 40 homes; 5 homes from 8 different regions in the Ventura Water service area. This percentage is calculated from the difference in usage between two summer months and two winter months in 2014. It has been assumed that this difference in usage between dry months and wet months is outdoor usage. During wet months outdoor irrigation should be turned off and water consumption is predominantly indoors. The outdoor usage divided by the total usage gives a general estimation of the percent of water used for landscape irrigation. As the data shows, there are some cases where there is no difference in winter consumption compared to summer consumption. This is because, in some cases, although best practices are to turn off outdoor irrigation systems during the winter months, this does not always occur.

Region	%Landscape Usage 2014
West End	40%
Downtown	34%
Midtown	35%
Pierpont	43%
College	29%
East End	33%
Montalvo	28%
Saticoy	47%
Average	36%



Location	Summer 2014 (HCF)	Winter 2014 (HCF)	% Outdoor Usage	Region	Regional Average	Tier
West End	17	7	59%			2
West End	14	7	50%			1
West End	31	25	19%			3
West End	24	16	33%			1
West End	16	10	38%	West end	40%	2
Downtown	10	9	10%			1
Downtown	41	23	44%			3
Downtown	18	8	56%			2
Downtown	8	7	13%			1
Downtown	29	15	48%	Downtown	34%	2
Midtown	17	10	41%			2
Midtown	10	6	40%			1
Midtown	36	19	47%			3
Midtown	15	13	13%			2
Midtown	19	13	32%	Midtown	35%	2
Pierpont	13	6	54%			1
Pierpont	3	2	33%			1
Pierpont	10	7	30%			1
Pierpont	33	13	61%			3
Pierpont	16	10	38%	Pierpont	43%	2
College	37	20	46%			3
College	30	24	20%			3
College	24	12	50%			2
College	16	13	19%			2
College	12	11	8%	College	29%	1
East End	28	16	43%			2
East End	18	17	6%			2
East End	22	6	73%			2
East End	17	17	0%			2
East End	68	37	46%	East End	33%	3
Montalvo	49	43	12%			3
Montalvo	27	18	33%			2
Montalvo	13	9	31%			1
Montalvo	26	16	38%			2
Montalvo	30	22	27%	Montalvo	28%	3
Saticoy	215	73	66%			3
Saticoy	25	19	24%			2
Saticoy	32	13	59%			3
Saticoy	31	17	45%			3
Saticoy	34	21	38%	Saticoy	47%	3
				<b>Total % Outdoor Usage</b>	<b>36%</b>	

Prepared by Edward "Iggy" Sharp, Environmental Services Assistant and Ryan Kintz,  
Environmental Services Specialist  
For

A handwritten signature in blue ink, appearing to be "Shana Epstein", written over a horizontal line.

Shana Epstein  
Ventura Water General Manager