Executive Summary

Introduction

Triunfo Sanitation District and the Oak Park Water Service
The Triunfo Sanitation District (TSD) was organized November 12, 1963 as a special district to provide sanitation services for the southeastern portion of Ventura County. The District covers approximately 50 square miles and services a population of about 30,100. The District provides sewerage services and wastewater treatment. In 1993, TSD bought Metropolitan Water Company, which then became Oak Park Water Service (OPWS). Through OPWS, TSD provides potable water and treats and sells recycled water.

The District is run by a five member Board of Directors comprised of two directly-elected members-at-large, one member of the Thousand Oaks City Council, one member of the Ventura Regional Sanitation District Board of Directors and one member of the Ventura County Board of Supervisors whose constituents are in the District's boundaries.

2005 DIRECTORS
Ronald Stark – Chairman
Norma Callero – Vice Chairman
James Acosta – VRSD Representative
Dennis Gillette – Thousand Oaks Councilperson
Linda Parks – County Board of Supervisors

The Urban Water Management Planning Act
This report has been prepared in compliance with Water Code Sections 10610 through 10656 of the Urban Water Management Planning Act, which were added by Statute 1983, Chapter 1009, and became effective on January 1, 1984. This act, which was adopted by the legislature through Assembly Bill (AB) Number 797, requires that "every urban water supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water prepare and adopt, in accordance with prescribed requirements, an urban water management plan." These plans must be filed with the California Department of Water Resources (DWR) every five years. The Act's requirements include:

- Evaluation of the supplies necessary to meet demands over at least a 20-year period in a single year and multi-year drought and average year conditions;
- Documentation of the stages of actions it would undertake to address up to 50% reduction in its water supplies;
- Description of the actions to be undertaken in the event of a catastrophic interruption in water supplies; and
- Evaluation of reasonable and practical efficient water uses, recycling, and conservation activities.

In the event a water supplier does not comply with the Act, that supplier becomes ineligible to receive Prop 204 or Prop 13 funding. The full text of the current version of the Act can be found at http://www.owue.water.ca.gov/docs/UWMPAct.pdf .

Updates to the 2000 OPWS Plan
In the previous OPWS plan, some outstanding actions were called out to be completed. Amendments to this plan, as well as significant updates, include the following:

- No Water Waste Ordinance (Update of TSD Ordinance 37) (Appendix C)
- Establishment of a mechanism to use reserves as a rate stabilization fund (Chapter 7)
- Moratorium On New Connections During A Water Shortage Ordinance (Water Shortage Emergency Ordinance, Appendix C)
- Recycled Water Use Ordinance (Update to TSD Ordinance 50) (Appendix C)
- Resolution To Declare A Water Shortage Emergency (Draft) (Appendix C)
- Resolution to Adopt The Urban Water Management Plan (Appendix C)
- Water Shortage Contingency Plan (Appendix C)

Summary of the TSD/OPWS Urban Water Management Plan

Water Supply
OPWS water supply comes from two sources. Potable water is imported solely from Calleguas Municipal Water District (representing 2.6% of its water supply). The other source is recycled water from Tapia Water Reclamation Facility made available through a Joint Venture between Triunfo Sanitation District and Las Virgenes Municipal Water District.

Water Reliability
Because OPWS relies solely on Calleguas for potable water, that District's plans and programs for water reliability, perforce, serve as ours. Staff has incorporated elements from the Calleguas plan, as well as those of its umbrella agency, the Metropolitan Water District of Southern California, into the OPWS plan where applicable. Due to OPWS's size and scope of service, many of the requirements of the Urban Water Management Planning Act do not apply. OPWS does, however, take the business of planning for water shortage emergencies very seriously. This document includes specifics of OPWS water conservation plans, water reuse protocols, specific preparations for a catastrophic water loss and relevant elements of the Emergency Management Plan.

Water Use Provisions
The current and past water use figures for OPWS are fairly consistent with the future projections as no major growth in the service area is anticipated. OPWS has 5,150 customers defined as residential, commercial, institutional and landscape (primarily recycled water) users; OPWS provides a total of approximately 5,291 acre-feet per year. About 1,250 of that total is recycled water from the Tapia Treatment Plant. Tapia surplus recycled water is sold to other purveyors for non-potable use or discharged per State regulations.

Supply and Demand Comparisons
As OPWS gets all of its potable water from Calleguas, its demand and supply in an average year are expected to remain relatively constant. Calleguas' water supply and demand assessments indicate a reliable supply of water for its service areas, including OPWS, over the next 20 years with shortfalls minimized by OPWS' promotion of recycled water and implementation of California Urban Water Conservation Council (CUWCC) Best Management Practices (BMPs).

Water Demand Management Measures
OPWS Water Demand Management Measures, or BMPs, have been developed and implemented by OPWS over the past five years. The Triunfo Sanitation District is a signatory to the CUWCC Memorandum of Understanding regarding Urban Water Conservation in California (MOU) and reports on TSD/OPWS activities. As such, the District prepares and files regular reports on the specific actions OPWS has taken to manage water demand. OPWS' most significant programs are relative to recycled water, but other practices are included in BMP Reports, which have been filed biennially through December 2004.

Water Shortage Contingency Plan
The TSD/OPWS Water Shortage Contingency Plan outlines the stages of a water shortage to assure effective recognition of an impending emergency; it defines specific stages and triggering mechanisms. The plan then goes on to describe reduction goals, priority by use, water allotment methods, preparation for a catastrophic water supply interruption, mandatory prohibitions on water wasting and excessive use penalties. The final section discusses the fiscal impacts of a water shortage and/or lack of sales revenue on OPWS and strategies to minimize that impact such as the implementation of a rate stabilization fund.

Summaries of relative documents are also included, such as a Water Shortage Emergency Ordinance**,** No Water Waste Ordinance (as an update to TSD Resolution 37), and a draft Resolution To Declare A Water Shortage Emergency. These documents can be found in Appendix C.

Highlights of the OPWS Water Shortage Contingency Plan
The OPWS Water Shortage Contingency Plan defines the stages of a water shortage in relation to the percentage of loss over an average year. The stages of a TSD/OPWS response to a water shortage emergency have been defined by OPWS water providers, Calleguas Municipal Water District and Metropolitan Water District (in its Water Surplus and Drought Management Plan). With up to a 15% shortage, Stage I with a reduction goal of 15% is declared. Compliance is voluntary. Restrictions include use prohibitions, demand reduction programs, water shortage pricing and implementing a public education program about the impending crisis.

When the shortage exceeds 15%, mandatory restrictions are implemented. These may include all of the above, mandatory rationing and percentage reduction use by customer

type. In the highest shortage condition (35-50%), measures may include restricting flow and per capita allotment by customer type. Priority by use and water allotment methods assure that water is allocated to customers based on the most critical needs to address health and safety.

The steps to prepare for a catastrophic water supply interruption include the following. OPWS actions are noted in parenthesis:

- Determine trigger points by agency for proclamation of a water shortage (Rationing stages defined in Chapter 7)
- Explore ways to enhance existing water storage and conservation (TSD/OPWS BMPs are outlined in Chapter 6)
- Explore ways to obtain additional water supplies
- Develop alternative water supplies (OPWS has developed a significant recycled water program for landscape customers and is working to enhance these opportunities)
- Develop a funding mechanism to manage a water shortage emergency using inverted tier pricing (Staff has drafted a rate stabilization fund proposal—Chapter 7)
- Contact and further develop coordination with other agencies (OPWS staff has worked with local agencies, noted on page 7, on the development this plan to assure intra-agency coordination)
- Create an Emergency Response Team/Coordinator (See VRSD Emergency Management Plan in Appendix B)
- Create a catastrophe preparedness plan (See VRSD Emergency Management Plan in Appendix B)
- Develop protocols to put employees on-call in the event of an emergency. (See VRSD Emergency Management Plan in Appendix B)
- Develop methods to communicate with the public. (OPWS has developed a page on the TSD website, has methods to contact customers through billing notices, door hangers, the Oak Park Municipal Advisory Committee and local media outlets)
- Develop methods to prepare for water quality interruptions. (See VRSD Emergency Management Plan in Appendix B)
- Adopt mandatory prohibitions on water wasting as well as penalties for excessive water use during a declared water shortage. (See the Water Shortage Emergency Ordinance in Appendix C)

Managing the Fiscal Impacts of a Catastrophic Water Shortage

Recognizing that an unforeseen water shortage will have significant impacts on OPWS customers, OPWS has proactively worked to develop alternative supplies through recycled water options. Additionally, this document includes a plan for special use of monetary reserves as a rate stabilization fund. This fund will be used to stabilize rates during periods of water shortage, loss of revenue source or disasters affecting the water supply. However, even with the emergency fund, rate increases will be necessary during a prolonged water shortage. With continued or increased shortages, rate increases will be implemented incrementally with a 25% rate increase at Stage II, 50% at Stage III, and a 100% increase at Stage IV. When a Water Shortage Emergency is declared, the supply shortage will trigger the appropriate Rationing Stage and rate increase.

Commitment to Recycled Water

The Triunfo Sanitation District manages wastewater collection and treatment within its service area. Wastewater flows from the District are collected and treated at the Tapia Water Reclamation Facility (Tapia). This facility is jointly owned and operated by the Triunfo Sanitation District/Las Virgenes Municipal Water District Joint Venture. Triunfo has retail recycled water distribution systems within Oak Park and the Lake Sherwood area. Supply to these systems is regulated by a three-way agreement between Triunfo, Las Virgenes and Calleguas that defines procedures for the transfer of recycled water between them.

TSD/OPWS provides approximately 1,250 acre-feet per year to landscape and other non-potable-use TSD customers. Surplus recycled water is sold to other purveyors for non-potable use or discharged. To encourage customers to convert to recycled water, the District offers it at a 10% discount from the potable water rate and provides support throughout the conversion process.