

Resolution 2008-04
of the
Fox Canyon Groundwater Management Agency

A RESOLUTION ADOPTING REVISED POLICIES AND PROCEDURES FOR REQUIRING AND IMPLEMENTING ACCURACY TESTING OF WATER FLOWMETERS PURSUANT TO CHAPTER 3.0 OF ORDINANCE NO. 8.1 AND RESCINDING RESOLUTION 2006-1

WHEREAS, the mission of the Fox Canyon Groundwater Management Agency (Agency) includes the protection and preservation of groundwater resources within the boundary of the Agency; and

WHEREAS, the Agency desires to ensure water flowmeter accuracy through a means flexible enough to allow changes as needed; and

WHEREAS, pursuant to the Agency Ordinance Code (Chapter 3.0, Sections 3.1 through 3.6 et seq.), rules governing water meter installation, inspection, calibration, and repair shall be detailed within an adopted resolution of the Board; and

WHEREAS, a resolution that spells out specific requirements to accomplish the necessary goals of accurate groundwater measurement and protection fits within the core mission goals of the Agency and is seen as the best available means to accomplish those goals; and

WHEREAS, on March 22, 2006, the Agency adopted Resolution No. 2006-1 requiring and implementing accuracy testing of water flowmeters; and

WHEREAS, the Agency has determined that revisions to the previously adopted methods and procedures for accuracy testing of water flowmeters are necessary; and

WHEREAS, it is advantageous for the Agency to have a compilation of clear methods and procedures in place, all in one resolution, to ensure flowmeter accuracy; and

WHEREAS, all water flowmeters shall be tested for accuracy at a frequency interval determined by the Board to meet specific measurement standards.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED THAT:

This resolution shall become effective 30 days following adoption and will remain in force until changed by the Agency's Board of Directors, or by a change to the Agency's Ordinance Code.

SECTION 1. Revised Agency policies and procedures for requiring and implementing accuracy testing of water flowmeters are hereby adopted, to read as follows:

1. Flowmeter Testing and Calibration Requirements

A. General Procedures

All groundwater extraction flowmeters shall be tested for accuracy every three years to demonstrate accuracy within a range of plus or minus 5%.

Written certification of water meter accuracy by a qualified flowmeter testing company or person approved by the Agency Executive Officer, or designee, shall be submitted within 120 days of written notification by the Agency to the well operator or owner. Notification shall be sent by regular U.S. Mail to the address on file within the Agency records.

Flowmeters found to be within the required accuracy range will be sealed by an Agency staff person or a designated agent of the Agency via a method sufficient to prevent unauthorized removal of or tampering with the flowmeter.

If the flowmeter testing seal is broken, the flowmeter shall be retested and proof of accuracy submitted to the Agency within 30 days of discovery of the broken seal. Upon receipt of proof of accuracy, Agency staff or a designated agent of the Agency will reseal the flowmeter.

The Agency Executive Officer, or designee, may, on a showing of good cause, grant additional time to comply with these provisions.

B. Approved Methods of Testing and Testing Requirements

Method(s) of accuracy testing and calibration shall be determined by the Agency Executive Officer, or designee, and may be changed at any time to accommodate technological improvements or better methods.

Some flowmeter tests may require a pipe tap or access fitting on either the upstream or downstream side of the well flowmeter, or both. If such portals are not available, the well operator or owner shall provide them at his or her own expense.

In cases where more than one flowmeter is utilized to measure groundwater extractions, every flowmeter in that well and/or plumbing configuration must be tested and calibrated to required tolerances during the same visit or time interval when the order to test has been received from the Agency.

C. Testing Option Via Southern California Edison (SCE)

If the well pump motor is tested for electrical demand efficiency by Southern California Edison (SCE), a copy of the SCE Efficiency Report may be submitted to the Agency in lieu of the required flowmeter calibration report; however, an adequate comparison of the SCE-determined flow measurement against the customer's existing well flowmeter must be provided within the submitted report.

Submitted SCE Efficiency Report(s) must not be older than one year from the date of the Agency flowmeter calibration test notification letter. If the SCE test results indicate that the flowmeter exceeds the plus or minus 5% accuracy range, the flowmeter must be repaired or replaced and retested per section "1A" above at the owner's expense.

Special Note: Failure to obtain passing test results within the Agency-specified time frame due to SCE's workload or backlog schedule is not justification for a time extension request. However, if a letter from SCE confirming a scheduled test date after the Agency specified time frame is submitted to the Agency within the original 120 day testing window, the Agency Executive Officer, or designee, may authorize a test date time extension.

D. New Flowmeter Installations

When any operator or owner installs a new water flowmeter on the discharge piping of a well, proof of flowmeter accuracy shall be submitted to the Agency within 30 days of the installation date along with a request for a new security seal.

E. **Required Documentation To Certify Calibration Accuracy Standards**

Documentation to indicate that existing flowmeters meet accuracy or calibration standards (without flowmeter replacement, repair, or refurbishment) shall be provided to the Agency by submitting a copy of the successful test/calibration results that are provided to the flowmeter owner/operator by either an agency-approved flowmeter tester or SCE, as noted in Resolution Section 1C.

Documentation that indicates a flowmeter is new and/or has been repaired/refurbished to meet accuracy or calibration standards will be acceptable to the Agency provided the flowmeter was installed per the flowmeter manufacturer's specifications. Acceptable proof shall include name of meter manufacturer; meter serial and model numbers; unit of measure for the meter; photographs of the flowmeter installation that show beyond a reasonable doubt that the installation meets the manufacturer's specifications; an invoice and/or work order indicating that the flowmeter was installed or repaired/refurbished on a certain date.

If the new or refurbished flowmeter was **not** installed per the flowmeter manufacturer's specifications, the well owner or operator shall obtain a flowmeter test for accuracy, and if necessary, re-calibrate the new or refurbished flowmeter to reflect actual in-place conditions. The passing test results shall be submitted to the Agency within 30 days of new or refurbished flowmeter installation.

F. **Flowmeter Maintenance Between Required Calibration Testing Intervals**

Written notification shall be provided to the Agency at least two (2) weeks prior to any planned maintenance requiring removal and reinstallation of the flowmeter.

If the maintenance **does not** alter the piping diameters or configuration, the well operator shall request a new Agency seal placement immediately upon completion of the existing flowmeter re-installation.

If the maintenance **does** alter the piping diameters or configuration, the flowmeter shall be retested, and if necessary, recalibrated, as per any and all applicable Resolution requirements.

2. **Approved Flowmeter Testers**

- A. Any person, firm, or organization that can demonstrate experience and competence in the methodology of testing and/or repairing all possible makes and models of water flow measuring devices shall be approved by the Agency Executive Officer, or designee, to test flowmeters. Potential test agents or firms must successfully perform at least one or more demonstration or example calibration test(s) in the presence of persons designated by the Agency to examine, certify, and qualify all methods, equipment, tools, and technicians used for the sample test.

The name, address, and telephone number of all such Agency approved testers shall be maintained at, and be available from, the Agency offices and shall be furnished upon request.

- B. Re-qualification of approved flowmeter testers may be required at periodic intervals by the Agency Executive Officer, or designee, to ensure that approved testers remain qualified and are addressing any changes in technology and water flowmeter testing methods and procedures.

3. Backup Measurement Methods

When necessary, temporary in-place flowmeters shall be installed to provide back-up water flow measurement. The use of temporary flowmeters shall not exceed 60 days.

4. Inspection of Flowmetering Equipment

Agency staff or their designated agents may, at their discretion, inspect flowmetering equipment installations for compliance with this Resolution or the Agency Ordinance Code at any reasonable time. A minimum of 24-hours notice will be provided to the well owner or operator prior to any well visit or inspection.

5. Assessment Fee Retroactivity or Reimbursement

If a flowmeter is found to have been out-of-tolerance for some period of time prior to the adoption of this resolution, no back charges or penalties will be assessed against the well operator or well owner, and no attempts by the Agency to recover lost income or revenue will be made. Conversely, the Agency will not compensate or refund extraction fees already paid by any well operator or well owner for past overpayment of management fees caused by a flowmeter that has historically produced higher than normal volume measurements.

6. Non-Compliance

Failure to turn in proof of accurate flowmeter calibration within the allotted 120-day time period will warrant the delivery of a second notice to well owner/operator extending the date for submittal of written certification of flow meter accuracy an additional 60 days.

Non-compliance at the end of the additional 60 days shall subject the owner to enforcement action including financial or other penalties and/or liens not to exceed the maximums described in the Agency Ordinance Code (Meter Chapter Sections 3.4, 3.5, 3.6, and Penalties Chapter 8.0).

Any flowmeter for which the required proof of accuracy is not submitted shall be deemed a non-operating flowmeter for purposes of Section 3.5 of the Agency Ordinance Code.


SECTION 2. Resolution No. 2006-01 is hereby rescinded in its entirety.

On a motion by Director Kelley and seconded by Director Craven, the foregoing Resolution was duly passed and adopted by the Board of Directors at a regularly scheduled meeting of the Board held on this 28th day of May 2008 in Ventura, California.



Lyrn E. Maulhardt, Chair, Board of Directors
Fox Canyon Groundwater Management Agency

ATTEST: I hereby certify that the above is a true and correct copy of Resolution No. 2008-04.

By: 

Tammy Butterworth, Clerk of the Board