

Resolution 2006-1
of the
Fox Canyon Groundwater Management Agency

**A RESOLUTION REQUIRING ACCURACY TESTING OF
WATER FLOWMETERS PURSUANT TO CHAPTER 3.0 OF
ORDINANCE NO. 8.1**

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, there is no present mechanism in place to ensure flowmeter accuracy; 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 mission goals of the Agency and is seen as the best available means to accomplish those goals; and

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

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

This resolution shall be effective within 30 days of 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.

1. Meter Testing and Calibration Requirements

- A. All water flowmeters shall be tested for accuracy no less than every 3 years beginning on the date when first notification is made to the well operator or owner by U.S. mail. Meters shall be calibrated to within an accuracy range of plus or minus 5%. Defective or inaccurate meters must be repaired within 30 days of test date. Written results of test and repair findings shall be submitted to the Agency within 30 days of the date of testing or repair. Upon completion of testing, meters will be sealed by an Agency staff person or a designated agent of the Agency via a method sufficient to prevent unauthorized removal or tampering of the meter.
- B. Field tests and calibrations shall be conducted by a qualified meter testing company or person approved by the Agency's Executive Officer. A list of approved testers will be provided by the Agency, upon request.

- C. Well operators have the option of testing a flowmeter more frequently than the 3-year required interval; however they must send the test results to the Agency and must have an approved person or company perform the calibration test before properly sealing the meter.
- D. When any operator or owner installs a new water flowmeter on a well discharge pipe or any other pipe or means used to measure groundwater extractions, proof of meter accuracy must be submitted to the Agency within 30 days of the install date along with a request for a new security seal. Documentation that will indicate a meter is new and/or has been refurbished to meet accuracy or calibration standards will be acceptable to the Agency.
- E. In cases where more than one meter is utilized to measure groundwater extractions, every water flowmeter in that configuration must be calibrated to required tolerances during the same visit or time interval when the order to test has been received from the Agency.
- F. The method(s) of accuracy testing and calibration shall be determined by the Agency, and may be changed at any time to accommodate technological improvements or better methods. Some tests may require a pipe tap or access fitting on either the upstream or downstream sides of the well flowmeter, or both. If such portals are not available on the well discharge piping, the well operator or owner shall provide them (if necessary) before the test can be conducted, or cover the cost of installation as part of the initial meter calibration test.
- G. Removing and sending the meter to a meter testing and calibration shop for a bench test and calibration will only be allowed in situations where a backup or replacement meter has been installed. Wells without meters shall not be used unless a replacement meter is utilized during the interim period while the original meter is being tested or repaired.
- H. It shall be the well owners' responsibility to ensure that all meter readings are accurately reported to the Agency. Wells operated without a water flowmeter, or with a non-operating meter shall be subject to the Non-Metered Water Use Fee described in Section 3.5 and any applicable interest fees detailed in Section 3.5.1 of the Agency Ordinance Code.
- I. If the well motor is tested for electrical demand efficiency by Southern California Edison (SCE), a copy of the SCE report may be submitted to the Agency in-lieu of the required flowmeter calibration report. SCE motor efficiency tests, or SCE pump test reports as they are sometimes called, will qualify as an acceptable flowmeter calibration test method or procedure.

2. Approved Meter Testers

- A. Pursuant to Chapter 3.0 of the Agency's Ordinance Code, 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 may be approved by the Agency to test and seal meters. Potential testers must successfully perform at least one or more actual calibration

tests in the presence of persons designated by the Agency to examine, certify, and qualify all methods, equipment, tools, and technicians.

The name, address, and telephone number of all such Agency approved testers shall be maintained at, and be available from, the Agency offices, and will be furnished upon request. Only those testers pre-approved by the Agency's Executive Officer may test and/or repair water flowmeters used on wells within the Agency boundaries in compliance with Chapter 3.0 of the Agency's Ordinance Code.

- B. A qualification application on a form adopted for such use by the Agency must be submitted to the Agency's Executive Officer in order to be approved as a water meter tester. The Agency's form shall request such information deemed necessary by the Agency to help establish minimum competency of the applicant including, but not limited to the following: 1) a brief description of background, experience and qualifications pertaining to water meter testing and calibration; 2) a list of agencies, corporations or water districts for which a similar service has been provided; 3) the types of meters tested and method used; 4) the name and contact information of the individual who would be conducting the meter testing and calibration; and 5) any other information deemed necessary by the Agency's Executive Officer to determine adequate qualifications of the proposed water meter tester.
- C. Re-qualification of approved meter testers may be required at periodic intervals by Agency staff to ensure that approved testers remain qualified and are addressing any changes in technology and water meter testing methods and procedures.

3. Verification of Testing and Calibration

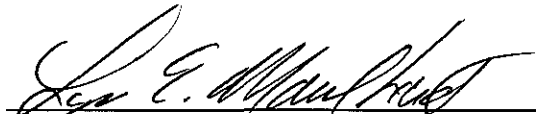
- A. To verify completion of testing, an Agency-approved security seal shall be placed on the meter, but only if the meter test indicates that the meter is within the flow measurement accuracy standard of plus or minus 5%.
- B. If the authorized seal is broken, the meter must be recalibrated and retested within 30 days to prove accuracy within acceptable limits. The only exception to this requirement is when the well operator notifies the Agency in writing that a meter is to be moved to another well or for any other reason such as to reconfigure the discharge piping, etc. Such written notification must be provided to the Agency at least 2 weeks prior to the planned modification. The well operator shall request a new Agency seal placement immediately upon completion of the meter installation or modification.
- C. If a meter is found to have been out-of-tolerance for some period of time prior to the start of this testing program, 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.

4. Methods and Procedures Governing Water Flowmetering Equipment

- A. Meter Repair or Replacement - Broken or inaccurate flowmeters must be repaired or replaced within 30 days of failure, or from the date when non-accurate readings are first noted. Special circumstances may be afforded additional leeway or time to comply with provisions at the discretion of the Executive Officer.
- B. Back-up Measurement Methods – Temporary in-place meters are the preferred method of back-up water flow measurement. It is assumed temporary meters will be in-place for less than 30 days, they are of reasonable accuracy, and thus these meters do not need to be calibrated when installed. Formerly acceptable back-up methods consisted of using an hour meter in conjunction with records of pumping rates, or the use of power company records as part of a pump efficiency test. Continuance of these methods will only be permitted when temporary alternate back-up meters are impractical or cannot be used and only if prior approval of the Executive Officer has first been obtained in writing.
- C. Inspection of Metering Equipment - Agency staff or their designated agents may, at their discretion, inspect metering equipment installations for compliance with this Resolution or the Agency Ordinance Code at any reasonable time.


Failure to turn in proof of meter calibration within the allotted 1-year time period, or non-compliance with any part of this Resolution may result in enforcement action as written in the Agency Ordinance Code, Chapter 3.0, Section 3.6 (Fees and Enforcement) and/or Chapter 8.0 (Penalties).

On a motion by Director Flynn, and seconded by Director Borchard, the foregoing Resolution was duly passed and adopted by the Board of Directors at a regularly scheduled meeting of the Agency held on this 22nd DAY OF MARCH 2006 in Ventura, California.



Lynn 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 2006-1.

by: 
Kathy Miller, Clerk of the Board