


Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: September 7, 2021
To: Honorable Mayor and City Councilmembers
From: Dante Del Prete, Public Works Superintendent
Subject: Water Tower Sales Update
Recommendation: Provide direction to staff regarding water tower sales to water haulers
Funding: Currently Budgeted: _____ Yes _____ No X N/A

Account Code/Costs authorized in City Approved Budget (if applicable) Ak (verified by Administrative Services Department)

INTRODUCTION/PURPOSE:

The item is to request Council’s direction regarding water sales to water haulers who currently purchase water at the City’s water tower located at the Sebastopol Corporation Yard on Morris Street.

BACKGROUND:

At the July 28, 2021 City Council meeting, Council requested staff report back on the operation, sales history and volume of water sold from the potable water tower located at the City’s Corporation Yard. The goal of the report is to better understand the current operation of the potable water tower sales to create usage guidelines that balance drought conservation with essential water needs of the greater Sebastopol and West County Community.

The City’s water tower has been available for over 35 years as a source for potable water haulers to provide drinking water to local customers. The water tower is available to water hauler account holders on a 24/7 basis. Water tower account holders are issued a key to access the locked valve box at the tower and haulers are responsible for accurately documenting the start and stop reads of the water meter on a paper water tower slip that is locked in the meter tower cabinet. Water tower slips are gathered periodically throughout the month and delivered to the Finance Department monthly for invoicing.

Water tower haulers have reported they are primarily delivering water to customers for household use. Customers rely on water haulers for a variety of reasons; some have no reliable source of water, others have private wells with insufficient production, or wells that have become unpotable due to contamination. In addition to household use, water hauler also provide water for construction and agricultural needs.

As the water tower is considered metered water sales, water tower accounts are subject to the *Stage 2 Mandatory Compliance- Water Alert* as found in Municipal Code 13.06.070 to achieve an overall system-wide reduction goal of 25 percent.

B. Stage 2 – Mandatory Compliance – Water Alert. The City Council may by resolution declare a Conservation Stage 2 upon recommendation by the City Manager based on water supply and delivery projections by the Public Works Superintendent that an overall system-wide reduction of 25 percent is necessary, taking into consideration projections and estimates made by the Public Works Superintendent pertaining to the City’s water supply. In order to achieve an overall system-wide reduction of 25 percent, the following activities shall be prohibited:

1. Nonessential uses of water, including the following:
 - a. Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week.
 - b. Refilling or initial filling of a swimming pool.
 - c. Noncommercial washing of privately owned motor vehicles, trailers, and boats except from a bucket and except that a hose equipped with a shut-off nozzle may be used to rinse the vehicle.
 - d. Any use of water from a fire hydrant except for fighting fires or essential construction needs.
2. The City Council shall have the authority to prohibit other activities and water uses upon the recommendation of the City Manager that such additional measures are necessary to achieve an overall system-wide reduction of 25 percent in water usage.

The City Council approved resolution number 6364-2021 on July 28, 2021, approving that the City of Sebastopol enter Stage 2 Mandatory Compliance- Water Alert as found in Municipal Code 13.06.070. This is to achieve an overall system-wide water use reduction goal of 25 percent. The statement “system-wide” refers to all water used from the Sebastopol municipal water system which includes individuals and large consumers alike.

Based on the adoption of this resolution, the water hauler account holders were notified by mail and posted notice that the 25% reductions applied to water tower sales and conservation reductions are in effect. Many of the water hauler account holders received two water conservation letters as the City’s top water consumers were notified of their status and provided conservation information as well. Prior to sending the conservation letters to the water tower haulers, an effort was made to reach out to the drivers to survey their needs and uses regarding conservation measures. These discussions have appeared to reduce the overall monthly water sales increase gain from June to July 2021 as compared to the monthly comparison of July 2020. It appears that many of the water haulers are taking these drought reductions seriously and are responsibly making changes in their operations to reduce water tower consumption.

DISCUSSION:

The items raised at the July 28, 2021 City Council meeting are listed below, with a corresponding response to each of the items.

1. Certificates for potable water hauling. Should water tower sales be limited to only haulers that have a state issued Department of Public Health Water Hauler’s License?

Response: California Health and Safety Code (H&SC) Section 111120 requires water haulers operating in California to obtain a Water Hauler’s License issued by the State of California, Department of Public Health. Therefore, a Water Hauler’s License is required to haul potable water in bulk by any means of transportation for drinking, culinary, or other purposes involving a likelihood of the water being ingested by humans. “In bulk” means containers having capacities of 250 gallons or greater.

Most of the current water haulers are currently licensed for potable water. Although there are a few that have admitted that they are hauling water for agricultural irrigation.

2. Other jurisdictions’ information on water sales, prices, and caps. What are our neighboring municipalities doing related to potable water sales during this time?

Response: An informal email survey was conducted and a few of the local agencies responded and a summary is shown below, by the responding agency.

Table 1 Water Hauling Information

Agency	Potable Water	Recycled Water
City of Sonoma	Water haulers do not have access to City water. When the recent water shortage was declared by Council, the City required the return of all City hydrant meters.	Not available. Contractors are referred to the Sonoma Valley wastewater treatment plant for construction activities.
City of Healdsburg	The City provides potable water to licensed water haulers. With the ongoing water shortage, the City is working with Sonoma Water to find a different source for the haulers.	Available for construction use and street sweeping activities by recycled water permit.
City of Cotati	The City's Muni Code prohibits the sale of water for use outside the City limits unless there is an outside user agreement. The agreement is discretionary.	Not available.
Windsor Water District	The Town limits use of water to within the Windsor Water District limits and does not sell water to water haulers.	Recycled water available through their "purple" pipes; water hauling of recycled water only to contractors for public works construction projects.
City of Petaluma	Petaluma has water sales to private haulers at an average rate of about 1 million gallons per month. The current use is for ranchers and homes. During stage 3 they are requiring haulers to cut back use by 25% and no new accounts are permitted.	Recycled water available to water haulers for dust control and for crop irrigation.
City of Rohnert Park	Sale of water to contractors for construction activities only. Does not sell to private water haulers for domestic uses.	Recycled water only through their "purple" pipes but not by water haulers.
City of Santa Rosa	No response.	Recycled water available for construction activities such as dust control by recycled water permit.
City of Sebastopol	The City provides potable water to water haulers regardless of use. Has requested a 25% and no new accounts are permitted.	Not available.

3. Survey of customers of the City's water tower users.

Response: The City did not conduct a formal survey of the customers or haulers. However, The majority of water tickets that are filled out at the time of purchase identify the purpose for the water as "Household" or "Potable" with less than 10 percent identifying the use as "Construction" or "Agricultural". A random verbal survey with several water haulers has identified the water is being hauled for drinking water in and around West County.

4. Revenue from water tower sales. What is the revenue for water tower sales?

Response: The annual revenue for water tower sales for fiscal year 2020/21 was \$44,339. This represents 3% of total water sales. Fiscal year 2021/22 to date sales for the month of July 2021 was \$6,265. Previous years water tower revenues are shown below.

<i>Water Tower Revenue</i>				
	<i>FY 2018-19</i>	<i>FY 2019-20</i>	<i>FY 2020-21</i>	<i>FY 2021-22</i>
<i>July</i>	<i>4,292.00</i>	<i>4,049.00</i>	<i>6,206.00</i>	<i>6,265.00</i>
<i>August</i>	<i>5,573.00</i>	<i>4,324.00</i>	<i>7,227.00</i>	
<i>September</i>	<i>3,730.00</i>	<i>3,501.00</i>	<i>4,317.00</i>	
<i>October</i>	<i>2,810.00</i>	<i>3,230.00</i>	<i>3,452.00</i>	
<i>November</i>	<i>3,215.00</i>	<i>2,524.00</i>	<i>2,819.00</i>	
<i>December</i>	<i>1,836.00</i>	<i>1,846.00</i>	<i>2,255.00</i>	
<i>January</i>	<i>2,067.00</i>	<i>2,253.00</i>	<i>2,066.00</i>	
<i>February</i>	<i>1,689.00</i>	<i>1,998.00</i>	<i>1,902.00</i>	
<i>March</i>	<i>1,531.00</i>	<i>1,951.00</i>	<i>2,411.00</i>	
<i>April</i>	<i>1,694.00</i>	<i>2,016.00</i>	<i>3,036.00</i>	
<i>May</i>	<i>1,662.00</i>	<i>2,178.00</i>	<i>3,297.00</i>	
<i>June</i>	<i>2,766.00</i>	<i>3,295.00</i>	<i>5,351.00</i>	
	<i>\$32,865.00</i>	<i>\$33,165.00</i>	<i>\$44,339.00</i>	<i>\$6,265.00</i>

5. County information on Well Use (customers).

Response: Staff contacted a County Supervisor regarding their policy for water for West County Water Conservation with no response. However, the city received an email response from Marcus Trotta, Sonoma County Water Agency regarding the status of the Todd Road well. His response is as follows: Sonoma Water’s Sebastopol Rd production well has remained inactive (as have Sonoma Water’s other production wells within the Santa Rosa Plain). We are currently working on making upgrades to the Todd Road production well in hopes of bringing that well online this year. Planning for bringing the Sebastopol Rd and Occidental Rd wells is in process with hopes of getting drought funding from the State to make the required upgrades, so unlikely Sebastopol Rd well will be activated this year. If this looks like it will change, I will let you know.

6. Water Tower Information

Response: The water tower is available to water hauler account holders on a 24/7 basis. The start and stop reads of the water meter are documented and the valve box is locked with an issued key to each account.

GOALS:

This action supports the following City Council Goals and General Plan Actions:

Goal 2 - Maintain, Improve and Invest in the City’s Infrastructure (Water, Sewer, Streets, Circulation, Parks, Storm Drains and Public Facilities).

PUBLIC COMMENT:

As of the writing of this staff report, the city has received one public comment email (attached) regarding water tower sales and use. Staff anticipates receiving additional public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

Fiscal impact will depend on the direction given by Council. Water sales revenue is approximately \$42,000 per year and would be reduced in accordance with Council direction to either limit or eliminate sale of water at the City's water tower.

RECOMMENDATION:

Staff recommends the Sebastopol City Council discuss and provide direction to staff. It is recommended that Council consider:

- Option 1. (Currently in practice) Continue to sell water to all water haulers licensed for potable water, or agricultural and construction uses with no change but continue to request a reduction of 25 percent of their past use. The 25 percent reduction is consistent with what the City is asking from their water customers during the water shortage. In addition, require the haulers to provide water conservation information to their customers regarding reducing water use during the water shortage.
- Option 2. (Restrict to potable use only) Require water tower account holders to be licensed potable water haulers, restrict sales to potable use only and restrict their average monthly use to a 25 percent reduction from the previous year's average monthly use. The 25 percent reduction is consistent with what the City is asking from their water customers during the water shortage. In addition, require the haulers to provide water conservation information to their customers regarding reducing water use during the water shortage.
- Option 3. (Reduced Use) Limit the number of days per week water is available to be purchased from the water tower.

Attachments:

Water conservation letter sent to water tower account holders

Water conservation letter sent to top 100 water consumers

Email sent to County Supervisor Lynda Hopkins 'office

Water Tower Sales History Graph

Water Hauler Policy changes example notice

August 16, 2021

RE: Stage 2 Mandatory Compliance- Water Alert 25% Reduction

Dear Water Tower Customer:

On July 28, 2021, the Sebastopol City Council adopted Resolution No. 6364-2021 Amending Water Waste Prohibitions and approving Stage 2 Mandatory Compliance- Water Alert as found in Municipal Code 13.06.070. The goal of this stage of mandatory compliance is an overall system-wide reduction of 25 percent.

Additionally, Resolution No. 6364-2021 extended mandatory reductions to commercial and industrial water customers. As a commercial water hauler, you are a City water customer and these reductions apply to your business.

We are closely monitoring water tower sales and have observed a significant increase in sales over the last quarter. We realize that because of region wide restrictions demand for alternate water sources is high, however, the mandatory reductions also apply to the Sebastopol water tower customers.

Thank you in advance for complying with the mandatory 25% reduction.

Sincerely,



Dante Del Prete
Public Works Superintendent



Public Works Department

714 Johnson Street

Sebastopol, CA 95472

Phone: 707-823-5331

Fax: 707-823-4721

Website: www.ci.sebastopol.ca.us

Email: ddelprete@cityofsebastopol.org

Dante Del Prete, Public Works Superintendent

August 10, 2021

Business Name:

Address:

Sebastopol, CA 95472

Notice: Stage 2 Mandatory Compliance- Water Alert 25% Reduction/Excess Water Use Notification

Location:

Dear

On July 28, 2021, the Sebastopol City Council adopted Resolution No. 6364-2021 Amending Water Waste Prohibitions and approving Stage 2 Mandatory Compliance- Water Alert as found in Municipal Code 13.06.070. The goal of this stage of mandatory compliance is an overall system-wide reduction of 25 percent. Additionally, Resolution No. 6364-2021 extended mandatory reductions to commercial and industrial water customers.

The property at the above address has been identified as being among the top water users in the City of Sebastopol.

We are here to help. Here are few easy steps that you can take to reduce water waste. Please visit www.SebSavesWater.com for more tips.

1. Limit outdoor irrigation of ornamental landscapes or turf with potable water to no more than two days per week.
2. Check for breaks or leaks in faucets, toilets, appliances, and broken irrigation pipes and sprinkler heads.
3. Ensure that there is no runoff from overwatering or misdirected sprinklers.
4. Pressure washing (except for public health and safety) is prohibited unless a variance is obtained.

Thank you in advance for complying with the mandatory 25% reduction. Feel free to contact City of Sebastopol Public Works at citypw@cityofsebastopol.org or (707) 823-5331 with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Dante Del Prete".

Dante Del Prete

Public Works Superintendent

Dante Del Prete

From: Dante Del Prete
Sent: Thursday, August 12, 2021 9:01 AM
To: district5@sonoma-county.org
Subject: City of Sebastopol, West County Water Conservation and Potable Water Hauler Sales

Supervisor Hopkins,

The Sebastopol City Council has asked me to discuss the volume of potable water hauler sales being purchased at the City of Sebastopol's water tower and delivered to customers throughout West County. We realize that providing potable water to water haulers is an essential resource to many West County residents who don't otherwise have a safe reliable source and that limiting these sales is a complicated health and human safety issue. Nonetheless, the City of Sebastopol has adopted a resolution mandating a 25% reduction for all water customers. The City Manager put a temporary moratorium on any new water tower accounts and the water tower customers have been notified that we expect a reduction in water sales from this source. Despite this mandatory reduction, we have seen a tremendous increase in water hauler sales from our water tower. We believe this increase in demand is a result of customers looking for alternate water sources as rationing regulation come into effect and private water well sources are becoming less able to produce a viable source of drinking water. We, as a City, want to support the West County community's health and vitality as we realize the West County supports us. However, without a County plan to support the water customers that are in need of a drinking water source we believe the volume of water being provided from the Sebastopol municipal water system is not sustainable.

I have been asked to put together options for future operational procedures for the water tower sales and return to council on September 7, 2021. As a regional approach to this complicated issue I look forward to your input on a sustainable solution that will not jeopardize Sebastopol's ability to continue to provide reliable water production for its residents.

Thank you,

Dante Del Prete

Public Works Superintendent

City of Sebastopol | 714 Johnson St. | Sebastopol, CA 95472

Public Works Department

707-823-5331 Ofc | 707-823-4721 Fax

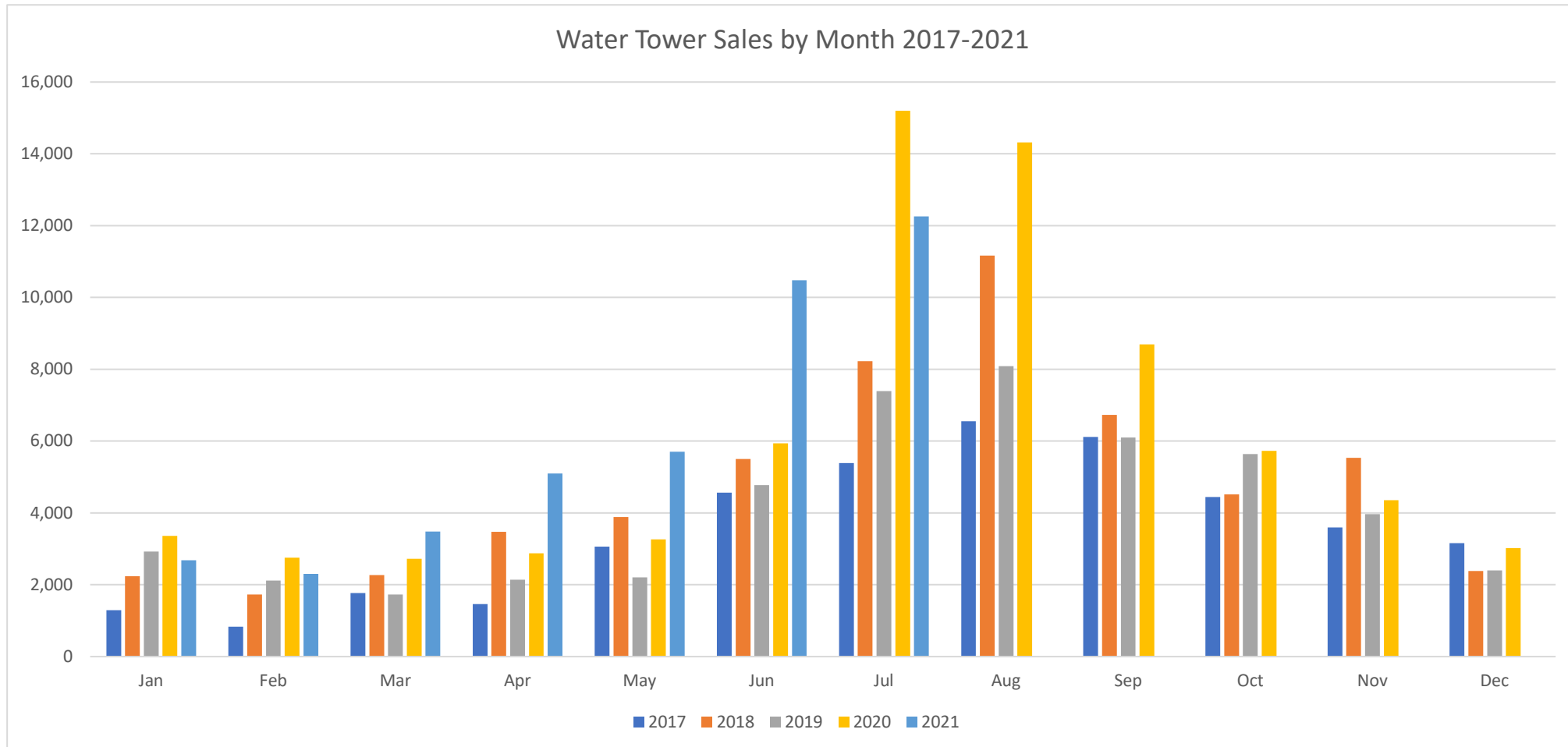
Office Hours: Monday - Thursday 7:00 a.m. - 5:30 p.m.

City of Sebastopol records, including emails, are subject to the California Public Records Act. Unless exemptions apply, this email, any attachments and any replies are subject to disclosure on request, and neither the sender nor any recipients should have any expectation of privacy regarding the contents of such communications.

Monthly Water Sales by Customer Class from 2017
 Water Tower Sales - 1 unit = 100 gallons

Water Tower Sales By Month and Year

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
2017	1,294	830	1,773	1,466	3,059	4,563	5,386	6,552	6,119	4,443	3,598	3,157	42,240
2018	2,237	1,728	2,266	3,471	3,890	5,505	8,228	11,168	6,732	4,518	5,535	2,386	57,663
2019	2,925	2,117	1,728	2,139	2,207	4,772	7,390	8,086	6,104	5,640	3,964	2,401	49,473
2020	3,359	2,753	2,723	2,880	3,261	5,939	15,199	14,317	8,692	5,730	4,353	3,022	72,227
2021	2,685	2,304	3,486	5,101	5,707	10,479	12,260	0	0	0	0	0	29,763



Dante Del Prete

From: Clifton office
Sent: Tuesday, August 24, 2021 7:57 AM
To: Dante Del Prete
Cc: Chris Clifton
Subject: Water Usage, New Policy

Dear Dante,

Clifton water trucking's new policy(s) due to drought.

We only deliver for household use.

No AG related deliveries.

Each customer is questioned, and answers are recorded for further review if needed All legacy customer have been reduced for from their normal delivery volume by 25%. All new customers are only given 2000 gallons. 1x per month.

We have started a new recycled water program that customers who use the water for plants have been moved to.

We expect to see a large reduction in use.

We just wanted to let the suppliers know we are taking this seriously and we are partners in responsible water use and conservation.

We also have contacted the local public and private radio stations and placed adds talking about tank maintenance to reduce leaks. and to advertise our recycled program. We don't mention potable water delivery.

Lastly, we have committed to donations to large animal rescues who have been affected by water levels dropping wells.

Chris Clifton
Owner
Clifton Water trucking. 8-24-21

Lisa Wright
Clifton Water Trucking