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JOSHUA BASIN WATER DISTRICT
REGULAR MEETING OF THE CITIZENS ADVISORY COMMITTEE
TUESDAY NOVEMBER 12, 2013 7:00 PM
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252

AGENDA

- | | |
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| | 1. CALL TO ORDER |
| | 2. PLEDGE OF ALLEGIANCE |
| | 3. DETERMINATION OF QUORUM |
| | 4. APPROVAL OF AGENDA |
| | 5. PUBLIC COMMENT |
| | 6. CONSENT CALENDAR |
| Pg. 1-2 | A. Approve Minutes of July 16, 2013 Special Meeting of the Citizens Advisory Committee |
| Pg. 3-4 | B. Approve Minutes of September 18, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee |
| Pg. 5-6 | C. Approve Minutes of October 2, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee |
| | 7. GENERAL MANAGER REPORT |
| Pg. 7-9 | 8. DISCUSS PROPOSED WATER USE EFFICIENCY/WATER WASTE PREVENTION RESOLUTION
Recommendation to provide comments and suggestions on proposed resolution. |
| | 9. CONFIRM DATE FOR NEXT CITIZENS ADVISORY COMMITTEE MEETING
Next meeting is scheduled for Tuesday, January 14, 2014 |
| | 10. COMMITTEE COMMENTS/REPORTS |
| | 11. ADJOURNMENT |

INFORMATION

During "Public Comment", please use the podium microphone. State your name and have your information prepared and be ready to provide your comments to the Committee. The District is interested and appreciates your comments. A 3-minute time limit will be imposed. Thank you.

Any person with a disability who requires accommodation in order to participate in this meeting should telephone Joshua Basin Water District at (760) 366-8438, at least 48 hours prior to the meeting to make a request for a disability-related accommodation.

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 61750 Chollita Road, Joshua Tree, California 92252 during normal business hours.

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL MEETING
OF THE CITIZENS ADVISORY COMMITTEE
July 16, 2013

1. CALL TO ORDER 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Jay St. Gaudens	Present
Fred Klintworth	Present
Penny Mason	Present
Karen Tracy	Present
Amy Fauls	Present
Douglas Buckley	Present
Steven Whitman	Present
Karyn Sernka	Present
Shari Long	Present

STAFF PRESENT: Susan Greer, Acting General Manager
Mickey Luckman, President

GUESTS: 2

4. APPROVAL OF AGENDA

MSC Tracy/Whitman 7/0 to approve the agenda for the July 16, 2013 Special Meeting of the Citizens Advisory Committee.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

MSC Tracy/Fauls 7/0 to approve the minutes of the May 28, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee

7. GENERAL MANAGER REPORT

None

8. DISTRICT POLICY REGARDING HIGH WATER USAGE (WAAP AND CUSTOMER NOTIFICATION)

MSC Long/Buckley 9/0 to recommended transfer of ownership reset.

The existing policy and procedure were explained and questions about particular high water use incidents were answered. Overall, the CAC acknowledged that the existing WAAP policy was generous and well-thought out. Initially, there was a recommendation to limit the WAAP assistance to once in a five-year period, but that was removed when it was determined that this particular provision of the policy was not being over-utilized. Several recommendations were provided:

1. That the letter sent to the customers regarding high reads be revisited, to insure clarity and remove any potential confusion.
2. That the WAAP provision allowing that a new owner-customer at the same location could be considered for additional assistance be amended to state that the policy is reset with each transfer of ownership, providing the same assistance to any new owner.

Discussion of the high water use policy included explanation of the manual aspects of the process that can include as many as 500 abnormal reads per month. While both Staff and the CAC would like to be more proactive in the high water use notification process, the District doesn't have the software or personnel resources that allow us to do so. The manual review system that the District has in place works pretty well overall but problems with high water use can slip through the cracks. The District relies on the customers to provide feedback from their bills if there is any problem that was not identified by the District. Because of the manual aspects of the process, a few of the CAC members agreed with the proposed "courtesy" aspect of the high read notice as opposed to the mandatory requirement, although a vote on this matter was not taken.

9. RECOMMENDATION FOR LIST OF PROPOSED PROJECTS FOR UPDATED MWA IRWMP

Several new projects were identified and other projects already identified were expanded as indicated below.

1. Central sewer plant
2. Storm water recovery and rainwater harvesting, plus test sites
3. Morongo Basin cooperative projects such as interties for use in emergency situations, education and conservation programs
4. Infrastructure and technology improvements
5. Technical assistance with the California Urban Water Council's BMP's
6. Funding for leak detection services
7. Water conservation and reuse – e.g. HVAC condensate collection, gray water
8. Future purchase of water for recharge

10. CONFIRM DATE FOR NEXT CITIZENS ADVISORY COMMITTEE MEETING

The Committee confirmed the next regular meeting date of Tuesday September 10, 2013 at 7:00 pm.

11. COMMITTEE COMMENTS/REPORTS

None.

12. ADJOURNMENT

MSC Faults/Long 9/0 The meeting was adjourned at 8:36 pm.

Respectfully submitted;

Susan Greer, Acting General Manager/Controller

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL JOINT MEETING OF THE BOARD OF DIRECTORS
AND CITIZENS ADVISORY COMMITTEE

September 18, 2013

1. CALL TO ORDER: 4:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM
BOARD OF DIRECTORS:

Victoria Fuller	Present
Bob Johnson	Present
Mickey Luckman	Present
Mike Reynolds	Absent
Gary Wilson	Absent

CAC MEMBERS:

Douglas Buckley	Present (4:15 pm)	Karen Morton	Present
Amy Fauls	Present (4:30 pm)	Karyn Sernka	Present
Frederick Klintworth	Present	Jay St. Gaudens	Present
Shari Long	Present	Karen Tracy	Present
Penny Mason	Absent	Steven Whitman	Absent

STAFF PRESENT: Susan Greer, Acting General Manager
Marie Salsberry, HR Manager/Administrative Specialist

CONSULTANTS PRESENT: Alex Handlers, Bartle Wells Associates
Mike Metts, District Engineer

GUESTS 2

4. APPROVAL OF AGENDA

MSC Fuller/Johnson 3/0 (2 absent) to approve the agenda for the September 18, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.
MSC St. Gaudens/Tracy 6/0 (4 absent) to approve the agenda for the September 18, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

5. PUBLIC COMMENT

None.

6. RATE STUDY DISCUSSION

Alex Handlers of Bartle Wells Associates was in attendance and presented information on key issues and preliminary findings related to the District's water rate study. He reviewed rate adjustments of the past several years noting water rates have increased by an average of 1.07% per year since 1996, much less than the 4- to -5% per year inflationary increase that is generally attributed to water agencies. Mr. Handlers reviewed the rate adjustments that resulted from the prior 2007 rate study; the District had adopted a plan of four years of 6% rate increases but spread those rate increases over five years from 2007 to 2011 and implemented no rate increases for 2012 or 2013. JBWD's water rates were found to be in the

lower-middle range compared to rates of neighboring agencies.

He reported on challenges that the District will face, including providing a long-term water supply and purchase of imported water for recharge, infrastructure repair and replacement, inflation, and possible decline in water sales as a result of conservation and rate increase response.

The Board and Citizens Advisory Committee discussed options for establishing a rate structure that would meet the District's future needs, protect low water users from large increases and give incentive for conservation for higher water users. The possibility of borrowing funds was also discussed.

The group was in favor of further discussion of the following:

- Approximate 6% yearly increase rather than the Bartle Wells' preliminary projection of 8.5% per year
- Changing the rate structure (basic fee vs. consumption) to reduce fixed meter charge revenue recovery from current level of 53% to 40% over time
- Adjusting rate tiers from current consumption levels of 0-5 units, 5-20 units, 20-40 units and 40 + units to 0-5 units, 5-10 units, 10-20 units, and 20+ units since both mean and average consumption amounts are 10 units or less per month
- Rate structure that protects low income users from drastic increases
- Institute basic fee for pulled meters, possibly phasing in over time.

It was also requested that Mr. Handlers return with projections based on adjusting for the rate of inflation only.

7. CONFIRM DATE FOR NEXT SPECIAL JOINT MEETING OF THE BOARD OF DIRECTORS AND CITIZENS ADVISORY IS OCTOBER 2, 2013

8. ADJOURNMENT 6:17 PM

MSC Fuller/Johnson 3/0 (2 Absent) and MSC Tracy/St. Gaudens 8/0 (2 Absent) to adjourn the September 18, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

Respectfully submitted:

Susan Greer, Acting General Manager

The next regular meeting of the Board of Directors is scheduled for October 2, 2013 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL JOINT MEETING OF THE BOARD OF DIRECTORS
AND CITIZENS ADVISORY COMMITTEE

October 2, 2013

1. CALL TO ORDER: 5:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM
BOARD OF DIRECTORS:

Victoria Fuller	Present
Bob Johnson	Present
Mickey Luckman	Present
Mike Reynolds	Absent
Gary Wilson	Absent

CAC MEMBERS:

Douglas Buckley	Present	Karen Morton	Present
Amy Fauls	Absent	Karyn Sernka	Present
Frederick Klintworth	Present	Jay St. Gaudens	Absent
Shari Long	Present	Karen Tracy	Present
Penny Mason	Absent	Steven Whitman	Absent

STAFF PRESENT: Susan Greer, Acting General Manager
Marie Salsberry, HR Manager/Administrative Specialist

CONSULTANTS PRESENT: Alex Handlers, Bartle Wells Associates
Mike Metts, District Engineer
Gil Granito, District Counsel
Kathleen Radnich, Public Outreach Consultant

GUESTS 3

4. APPROVAL OF AGENDA

MSC Fuller/Johnson 3/0 (2 absent) to approve the agenda for the October 2, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

MSC Klintworth/Buckley 6/0 (4 absent) to approve the agenda for the October 2, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

5. PUBLIC COMMENT

None.

6. RATE STUDY DISCUSSION

Alex Handlers of Bartle Wells Associates was in attendance and presented updated information and recommendations based on input from the prior meeting held on September 18th. He noted that infrastructure repair and replacement, operating cost inflation and projected decline in water sales will all pose challenges in the future. He proposed overall 7% rate increases for the next four years, with an adjusted rate structure and applying the basic service fee for pulled meter accounts.

After discussion, Citizens Advisory Committee members in attendance gave the following comments:

Doug Buckley commented he likes the proposal and it could be higher for purposes of recharging the aquifer.

Karen Sernka commented that the rate increase numbers are reasonable. Karen Tracy stated that water users will accept the information shown on Table 21 which describes a reasonable four-year impact of proposed rate adjustments. Shari Long noted that fixed-income or low-income users will not be affected much. Karen Morton stated that a notice should go to the ratepayers that covers all needs at one time. She stated that the Chromium-6 issue has not yet been addressed.

Vice President Fuller asked whether the proposed rates would jeopardize future grants for the District. Mr.

Handlers answered that they would not. President Luckman commented that she was concerned with low income ratepayers, and that an admirable job was done with the projections.

AGM Greer stated that the District's rates are low; however the District has significant infrastructure needs, and the Chromium-6 answer is unknown at this time. Rates should be continually addressed. She stated that she will continue to work with the Finance Committee on this subject.

7. ADJOURNMENT 6:17 PM

MSC Johnson/Fuller 3/0 (2 Absent) and MSC Klintworth/Buckley 6/0 (4 Absent) to adjourn the October 2, 2013 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

Respectfully submitted:

Susan Greer, Acting General Manager

The next regular meeting of the Board of Directors is scheduled for October 16, 2013 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Citizens Advisory Committee

November 12, 2013

Report to: Committee

Prepared by: Susan Greer



TOPIC:

DISCUSS PROPOSED WATER USE EFFICIENCY/WATER WASTE PREVENTION
RESOLUTION

RECOMMENDATION:

Provide comments and suggestions on proposed resolution.

ANALYSIS:

The District has no formal water use efficiency/water waste prevention (conservation) policy and adoption of such a policy is recommended by our Conservation Coordinator, Deb Bollinger.

Customers often ask about any water use restrictions and responding that we don't have any sends the wrong message—that water is plentiful and can be wasted. The proposed resolution is attached and we're looking for your feedback on the content. The resolution is modeled, at least partly, on the County of San Bernardino Development Code. Once approved by the CAC, the resolution will be sent to the full Board for approval.

It sounds like a good opportunity to share the following information, which comes directly from the State Constitution, Article 10, Section 2.

It is hereby declared that because of the conditions prevailing in this State the general welfare requires that the water resources of the State be put to beneficial use to the fullest extent of which they are capable, and that the waste or unreasonable use or unreasonable method of use of water be prevented, and that the conservation of such waters is to be exercised with a view to the reasonable and beneficial use thereof in the interest of the people and for the public welfare. The right to water or to the use or flow of water in or from any natural stream or water course in this State is and shall be limited to such water as shall be reasonably required for the beneficial use to be served, and such right does not and shall not extend to the waste or unreasonable use or unreasonable method of use or unreasonable method of diversion of water.

STRATEGIC PLAN ITEM:

N/A

FISCAL IMPACT:

N/A

RESOLUTION NO. XXX-XX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE JOSHUA BASIN WATER DISTRICT
REQUIRING WATER USE EFFICIENCY MEASURES AND THE PREVENTION OF WATER WASTE

WHEREAS, Article 10, section 2 of the California Constitution declares that waters of the State are to be put to beneficial use, that waste, unreasonable use, or unreasonable method of use of water be prevented, and that water be conserved for the public welfare; and

WHEREAS, the Joshua Basin Water District is in a state of overdraft and water is continuing to be depleted, and

WHEREAS, growth will speed up the depletion of the Basin's waters; and

WHEREAS, it is a goal of the Mojave Integrated Regional Water Management to reduce dependence on State Water Project supplies; and

NOW, THEREFORE, for purposes of conserving water and stabilizing water supplies for the benefit of the public, the Board of Directors of the Joshua Basin Water District does hereby declare as follows:

In order to conserve the water supply within Joshua Basin Water District and pursuant to Water Code Sections 375-377, the following water use efficiency measures are hereby established:

- a) Hardscape surfaces such as sidewalks, walkways, driveways, parking areas, and patios shall not be washed off with hoses, except where health and safety needs dictate.
- b) Noncommercial washing of vehicles and outside cleaning activities are permitted only from a bucket and a hose equipped with an automatic shut-off nozzle.
- c) No use of water which results in flooding or run-off onto hardscape, driveways, streets, adjacent lands or into gutters shall be permitted.
- d) Water shall not be permitted to leak from any water line, faucet or other facility on any premises. Any leak shall be repaired in a timely manner.
- e) Water shall not be used to clean, fill, operate or maintain levels in decorative fountains, unless such water is part of a recycling system.
- f) Water for construction purposes, including but not limited to debrushing of vacant land, compaction of fills and pads, trench backfill and other construction uses, shall be used in an efficient manner.

- g) All new construction, including residential, commercial and industrial, shall be equipped with low flow toilets and fixtures.
- h) All new model homes and commercial and industrial development, when landscaped, shall include low water use, drought tolerant or native plant material, and matched precipitation rate, low-gallonage sprinkler heads, bubblers, and drip irrigation systems. Irrigation systems shall include a smart irrigation controller or equivalent technology. Before any permit may be issued for new construction, the applicant shall submit a landscape plan for review and approval by the Director of San Bernardino County's Department of Land Management.
- i) Dedicated (separate) landscape water meters shall be installed for all irrigated landscape areas in excess of 2500 square feet, except for single family residences (Authority Cited: Statutes of 2006, AB1881, Chapter 559, Article 44.5, Section 535).
- j) Water used for cooling systems must be recycled to the extent possible.
- k) Evaporation resistant covers are required for all new swimming pools and hot tubs and are encouraged on existing pools.
- l) Hotels/motels are encouraged to post notices urging guests to conserve water.
- m) Restaurants or other public places where food is served are encouraged to provide glasses of drinking water to customers only when specifically requested.
- n) All current water customers are encouraged to install flow reducers and faucet aerators.
- o) All conventional (overhead) spray irrigation systems shall be scheduled to run between the hours of 8pm and 9am per San Bernardino County Development Code 83.10.090(b)(2).