



JOSHUA BASIN WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, JULY 19, 2017 AT 6:30 PM
61750 CHOLLITA ROAD, JOSHUA TREE, CALIFORNIA 92252

AGENDA

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **DETERMINATION OF A QUORUM**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**
This is the time set aside for public comment on any District-related matter not appearing on the agenda. Government Code prohibits the Board from taking action on these items, but they may be referred for future consideration. Please state your name and limit your comments to 3 minutes.
6. **CONSENT CALENDAR**
Matters on the Consent Calendar are considered routine in nature and will be enacted in a single motion without discussion. Any Board member or member of the public may request that an item be removed from the Consent Calendar and acted on separately.
 - Approve Draft Minutes of the July 5, 2017 Regular Meeting of the Board of Directors
7. **APPROVE INVESTMENT POLICY** – Recommend that the Board approve the Investment Policy.
8. **APPROVAL OF UPDATED JOB DESCRIPTION FOR REGULATORY COMPLIANCE ADMINISTRATIVE ANALYST** - Recommend that the Board approve the updated job description for this position (reviewed by Finance Committee on May 26, 2017).
9. **APPROVAL OF UPDATED WATER FLOW MODEL FOR DISTRICT OPERATIONS** – Recommend that the Board authorize the General Manager to complete the Water Flow Model at a cost not to exceed \$26,500.
10. **DISCUSSION ON ASSEMBLY BILL 1000, AMENDING WATER CODE** – Recommend that the Board receive information and provide further guidance to the General Manager on actions to be taken, if any.
11. **DISTICT GENERAL COUNSEL REPORT**
12. **GENERAL MANAGER REPORT**
13. **DIRECTOR REPORTS ON MEETINGS ATTENDED, COMMENTS AND FUTURE AGENDA ITEMS** – (All comments should pertain to current Agenda items only)
 - Citizens Advisory Committee- July 12, 2017 – Karen Tracy
 - Mojave Water Agency – July 13,2017- Vice President Johnson
 - Public Information Officer – Kathleen Radnich

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Pages 7-11

Pages 12-16

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Pages 18-24

14. **FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES –**

- Finance Committee Meeting – July 24, 2017 at 9:00 a.m.- Vice President Johnson and Director Floen
- Water Resources and Operations Committee Meeting – July 24, 2017 at 10:00 a.m. President Luckman and Vice President Johnson
- Mojave Water Agency Board of Directors Meeting – July 27, 2017 – Director Floen
- Mojave Water Agency Technical Advisory Committee (TAC) – August 3, 2017 at 10 a.m. – President Luckman

15. **ADJOURNMENT**

INFORMATION

The public is invited to comment on any item on the agenda during discussion of that item. 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 in order to make a request for a disability-related modification or 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
REGULAR MEETING OF THE BOARD OF DIRECTORS

July 5, 2017

1. **CALL TO ORDER:** 6:30 PM
2. **PLEDGE OF ALLEGIANCE**
3. **DETERMINATION OF QUORUM:**

Mickey Luckman	Present
Bob Johnson	Present
Geary Hund	Present
Rebecca Unger	Present
Tom Floen	Present

STAFF PRESENT:
Curt Sauer, General Manager
Susan Greer, Assistant General Manager
Randy Mayes, Interim Director Water Resources and Ops.
Keith Faul, GIS Coordinator
Beverly Waszak, Executive Assistant

CONSULTANTS PRESENT: Kathleen Radnich, Public Outreach Consultant

GUESTS 4

4. **APPROVAL OF AGENDA –**
President Luckman made a change to move Item #9 to Item #7 and Item #7 to Item #9.

MSC/Johnson/Hund 5/0 to approve the Regular Meeting of the Board of Directors, June 21, 2017 Agenda with the change of moving Item #9 to Item #7 and Item #7 to Item #9.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

5. **PUBLIC COMMENT – None**

PUBLIC COMMENT CLOSED

6. **CONSENT CALENDAR**
Items on the Consent Calendar are considered routine in nature and will be adopted in total by one action of the Board of Directors unless any Board Member or any individual or organization interested in one or more consent calendar items wishes to be heard.

- A. Approve Draft Minutes of the July 5, 2017 Regular Meeting of the Board of Directors.
- B. Salary Schedule (Reviewed by Finance Committee on May 24, 2017)

MSC/ Johnson/Floen 5/0 to approve the Consent Calendar.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

7. **WELL 14 REHABILITATION – APPROVAL TO FUND ADDITIONAL WORK-**
Recommend that the Board authorize the General Manager to take such actions as needed, including the amendment of the Tri County contract, to further treat Well 14, at a cost not to exceed \$150,000 with a 10 percent contingency of \$15,000. A brief discussion with the Board followed.

PUBLIC COMMENT

Al, Marquez, Joshua Tree commented that it has taken since February 2016 to get Well 14 back online, along with the high cost, we could have drilled a new well.

PUBLIC COMMENT CLOSED

MSC/ Johnson/Floen 5/0 to approve the General Manager to take such actions as needed, including the amendment of the Tri County contract, to further treat Well 14, at a cost not to exceed \$150,000 with a 10 percent contingency of \$15,000.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

8. **DISCUSS RATE STUDY SCENARIOS –** Recommend that the Board approve the first three scenarios as a starting point for development of 2017 rate study alternatives. (Reviewed by Finance Committee on June 26, 2017). Susan Greer, AGM gave a presentation on the different scenarios. Followed by a Q&A with the Board.

PUBLIC COMMENT – None

MSC/ Unger/Floen 5/0 to approve the first three scenarios, as a starting point, for the development of 2017 rate study alternatives.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

9. **ADOPTION OF RESOLUTION NO. 17-978, ESTABLISHING THE APPROPRIATION LIMIT FOR FISCAL YEAR 2017/2018 –** Recommend that the Board adopt Resolution No. 17-978. A brief discussion with the Board followed.

PUBLIC COMMENT

Al Marquez, Joshua Tree asked if it was an increase from last year for this special tax?

Susan Greer, AGM replied that it is neither a tax nor an increase to a tax.

PUBLIC COMMENT CLOSED

MSC/ Johnson/Floen 5/0 to adopt Resolution No. 17-978.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

10. MID BUDGET REVIEW 16/17 AND 17/18 – Recommend that the Board approve proposed changes to the 16/17 and 17/18 budgets as recommended by the Finance Committee on June 26, 2017. (Reviewed by Finance Committee on April 26, 2017 also) A brief discussion with the Board followed.

PUBLIC COMMENT

Al Marquez, Joshua Tree, asked the Board members, that are on the Finance Committee, for more information on what they discussed during the meeting. A brief discussion followed with Vice President Johnson and Director Floen.

Johnnie Painter, Joshua Tree objected to the words “slush fund”. There is nothing more important than saving for the future.

PUBLIC COMMENT CLOSED

MSC/ Johnson/Floen 5/0 to approve the changes to the 16/17 and 17/18 budgets as recommended by the Finance Committee.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

11. LETTER OF OPPOSITION TO THE CADIZ WATER PROJECT – Recommend that the Board approve the President of the Board to sign the letter of opposition to Cadiz. Leslie Thornburg, Cadiz Inc. had a Q&A session with the Board.

PUBLIC COMMENT

Al Marquez, Joshua Tree pointed out that in the past the Board stated that it was not in the land use business, except when it pertains to Joshua Tree.

Johnnie Painter, Joshua Tree commented that anyone that claims a project of this scope and magnitude has zero effect on the environment is an absurdity.

PUBLIC COMMENT CLOSED

MSC/ Unger/Hund 3/2 to approve the Board President signing the Cadiz Opposition Letter.

Floen	Aye
Hund	Aye
Luckman	No
Johnson	No
Unger	Aye

12. DISTRICT GENERAL COUNSEL REPORT – None
13. GENERAL MANAGER REPORT – None
14. DIRECTOR REPORTS ON MEETINGS ATTENDED, COMMENTS AND FUTURE AGENDA ITEMS –
- Mojave Water Agency – June 22, 2017- Rebecca Unger – Kirby Brill Retirement Ceremony
 - Finance Committee – June 26, 2017 – Bob Johnson and Tom Floen
 - Legislative and Public Information Committee – Kathleen Radnich, PIO to Report

Summer Wild Crafting class dates are now scheduled:

- Seed harvesting overview: Thursday, July 25, 10AM-11AM (JBWD Board Room)
- Hands-on field excursion: Tuesday, August 1st, 7AM-8:30AM (all meet here first)
- Seed cleaning and propagation: Friday, August 11th, 10AM-11:30AM (JBWD Board Room)
- JTNP Nursery Tour: Thursday, September 7th, 10-11AM
- Grant application awards with MWA/AWAC will be announced any day, however, we have been informed of MWA having to cut back as much as 75% in special project funding.

15. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES –

- Citizens Advisory Committee – July 12, 2107 at 6:00 p.m.
- Mojave Water Agency Board of Directors Meeting – July 13, 2017 – Vice President Johnson
- ASBCSD – July 17, 2017 –El Pescador, 14144 Green Tree Blvd., Victorville, CA 92395
- Mojave Water Agency Technical Advisory Committee (TAC) – August 3, 2017 at 10 a.m.

16. ADJOURNMENT

MSC/ Unger/Johnson 5/0 to adjourn the Regular Meeting of the Board of Directors at 8:38 p.m.

Floen	Aye
Hund	Aye
Luckman	Aye
Johnson	Aye
Unger	Aye

Respectfully submitted:

Curt Sauer, General Manager

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 19, 2017

Report to: President and Members of the Board

Prepared by: Susan Greer 

TOPIC:
APPROVE INVESTMENT POLICY

RECOMMENDATION:
Approve the Investment Policy

ANALYSIS:

This is a routine matter, requiring the District to annually re-approve the investment policy as required by the Government Code. The Code no longer requires it, but the District continues to prepare a quarterly investment report, which details the District's investments and earnings. These requirements were enacted in response to the Orange County bankruptcy matter many years ago in which the County Board of Supervisors was unaware of the questionable investments made by the County Treasurer. The Government Code declares that each person, treasurer, or governing body authorized to make investment decisions act with care, skill, prudence and diligence when handling funds. Further, the primary objective of any person investing public funds is to safeguard principal; secondly to meet liquidity needs; and lastly, to achieve a return or yield on invested funds.

No changes from the last investment policy have been proposed. At this time, all investments are maintained at LAIF (the state of California Local Agency Investment Fund).

The attached investment policy is contained within the District's Administration Code, and the document is changed to reflect the date of this meeting, wherein the investment policy is re-approved.

STRATEGIC PLAN ITEM:
N/A

FISCAL IMPACT:
None

ARTICLE 8
INVESTMENT POLICY

8.01 The Board of Directors of the Joshua Basin Water District hereby adopt an Investment Policy as follows. Any surplus funds or funds held for any length of time for special projects shall only be invested in the following with reputable institutions.

8.01.01 Direct and general obligations (including obligations issued or held in book entry form on the books of the Department of the Treasury of the United States of America) of the United States of America, or obligations that are unconditionally guaranteed as to principal and interest by the United States of America, including (in the case of direct and general obligations of the United States of America) evidences of ownership of proportionate interests of such obligations. Investments in such proportionate interests must be limited to circumstances wherein;

- (a) a bank or trust company acts as custodian and holds the underlying United States obligations;
- (b) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations and is a corporation rated A or better by Standard & Poors Corporation (S&P) or the equivalent rating by another recognized rating agency; and
- (c) the underlying United States obligations are held in a special account, segregated from the custodian's general assets and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated (the obligations described in this paragraph are referred to herein as "United States Obligations").

8.01.02 Obligations issued or guaranteed by the following instrumentalities or agencies of the United States of America:

- (a) Federal Home Loan Bank system;
- (b) Export-Import Bank of the United States;
- (c) Federal Financing Bank;
- (d) Government National Mortgage Association;
- (e) Farmers Home Administration;
- (f) Federal Home Loan Mortgage Company;
- (g) Federal Housing Administration;
- (h) Private Export Funding Corp;
- (i) Federal National Mortgage Association;
- (j) Federal Farm Credit Bank;
- (k) Maritime Administration; and
- (l) Public Housing Corporation.

8.01.03 Pre-refunded municipal obligations meeting the following conditions:

- (a) the bonds are
 - (i) not to be redeemed prior to maturity or the applicable trustee has been given irrevocable instructions concerning their calling and redemption, and
 - (ii) the applicable issuer has covenanted not to redeem such bonds other than as set forth in such instructions;
- (b) the bonds are secured by cash or United States Obligations that may be applied only to interest, principal, and premium payments of such bonds;
- (c) the principal of and interest on the United States Obligations (plus any cash in the escrow fund) are sufficient to meet the liabilities of the bonds;
- (d) The United States Obligations serving as security for the bonds are held by an escrow agent or trustee that has a combined capital and surplus of not less than \$50,000,000 and is either subject to supervision or examination by federal or state authority or that is rated A or better by S&P or the equivalent rating by another recognized rating agency;
- (e) the United States Obligations are not available to satisfy any other claims, including those against the trustee or escrow agent; and
- (f) the municipal obligations are rated AAA by S&P or the equivalent rating by another recognized agency.

8.01.04 Direct and general long-term obligations of any state, to the payment of which the full faith and credit of the state is pledged and that are rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

8.01.05 Direct and general short-term obligations of any state, to the payment of which the full faith and credit of the state is pledged and that are rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

8.01.06 Interest-bearing demand or time deposits or interests in money market portfolios issued by state banks or trust companies or national banking associations that are members of the Federal Deposit Insurance Corporation (FDIC). These deposits or

interests must be continuously and fully insured by FDIC and with banks that are rated at least A or better by S&P or the equivalent rating by another recognized rating agency.

8.01.07 Long-term and medium-term corporate debt guaranteed by any corporation that is rated by S&P or the equivalent rating by another recognized rating agency in its three highest rating categories.

8.01.08 Repurchase agreements, the maturities of which are 30 days or less, entered into with financial institutions such as banks or trust companies organized under state law or national banking associations, insurance companies or government bond dealers reporting to, trading with, and recognized as primary dealers by the Federal Reserve Bank of New York and members of the Security Investors Protection Corporation or with dealers or parent holding companies. The financial institutions, dealers, or parent holding companies must be rated at least A or better by S&P or the equivalent rating by another recognized rating agency. If it is a parent holding company that has the required S&P rating or the equivalent rating by another recognized rating agency, then the counterparty must have combined capital and surplus not less than \$50,000,000. If the counterparty is a parent holding company, then the agreement must be unconditionally guaranteed by a financial institution subsidiary with a combined capital and surplus not less than \$50,000,000. The repurchase agreement must be secured by United States Obligations. The United States Obligations must have a fair market value, exclusive of accrued interest, at least equal to the amount invested in the repurchase agreements. The Trustee (who shall not be the provider of the collateral) must have a perfected first lien in, and retain possession of, the collateral. The obligations serving as collateral must be free from all third party liens.

8.01.09 Prime commercial paper of a United States corporation, finance company or banking institution rated in any of the two highest rating categories of S&P or the equivalent rating by another recognized rating agency.

8.01.10 Public housing bonds issued by public agencies. Such bonds must be fully secured by a pledge of annual contributions under a contract with the United States government; temporary notes, preliminary loan notes or project notes secured by a requisition or payment agreement with the United States; or state or public agency or municipality obligations; provided that all of the above investments are rated in the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

8.01.11 Shares of a diversified open-end management investment company (as defined in the Investment Company Act of 1940) or shares in a regulated investment company (as defined in Section 851(a) of the Internal Revenue Code of 1986, as amended) that is (A) a money market fund that has been rated in the highest rating category by S&P or the equivalent rating by another recognized rating agency, or (B) a money market account of the Trustee or any state or federal bank that is rated A or better by S&P or the equivalent rating by another recognized rating agency or that has a combined capital and surplus of not less than \$50,000,000.

8.01.12 Units of a money market portfolio rated Am or Am-g by S&P or the equivalent rating by another recognized rating agency composed solely of obligations rated Am-g or better by S&P or the equivalent rating by another recognized rating agency having a federal income tax exclusion.

8.01.13 Tax-exempt obligations rated in any of the three highest rating categories by S&P or the equivalent rating by another recognized rating agency.

8.01.14 Units of a taxable government money market portfolio rated at least Am or Am-g by S&P or the equivalent rating by another recognized rating agency composed solely of obligations issued or guaranteed as to payment of principal and interest by the full faith and credit of the United States Government or repurchase agreements collateralized by such obligations.

8.01.15 Certificates of deposit issued by commercial banks, savings and loan associations and mutual savings banks rated A or better by S&P or the equivalent rating by another recognized rating agency and properly secured at all times by collateral security described in paragraphs (1) and (2) above.

8.01.16 The following investments fully insured by the Federal Deposit Insurance Corporation: (a) certificate of deposit, (b) savings accounts, (c) deposit accounts, (d) depository receipts of banks.

8.01.17 Local Agency Investment Fund

(Investment Policy Approved August 3, 2016)

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 19, 2017

Report to: Board Members

Prepared by: Curt Sauer

TOPIC:

**APPROVAL OF UPDATED JOB DESCRIPTION FOR REGULATORY COMPLIANCE
ADMINISTRATIVE ANALYST**

RECOMMENDATION:

That the Board approve the updated job description for this position.

ANALYSIS:

This job description was originally written in 2007 as a Senior Administrative Assistant. The purpose at that time was to provide administrative support to the Operations section of the District. However, within 6 months of the position being approved, Marina West left the District and the Chief of Operations was vacant for over 9 years. The former General Manager assigned additional duties to the position to support operations, including development of the maintenance management software program and regulatory compliance reporting for County, State and Federal permits. This position was also instrumental in writing the Chromium Six Compliance Plan (approved by the State), as well as the Financial Assistance request approved by the State for 2.6 million. The current job description is out of date and Mr. Mayes has been working out of class for many years, in violation of acceptable human resource management practices.

With the assistance of Human Resource Manager Johnson, I have reviewed the job description and believe the proposed job description accurately reflects the duties assigned to this position. This position requires one certification (D1) as well as a college degree.

The current salary range of \$52,000 to \$69,000, which is \$8,000 to \$11,000 higher than the Senior Administrative Assistant position. This salary reflects the complexity and responsibilities of the position.

FISCAL IMPACT: Up to \$11,000



JOB DESCRIPTION

POSITION	Regulatory Compliance Administrative Analyst	CLASS/GROUP	AFSCME
SALARY RANGE	Range 26	ESTABLISHED DATE	TBD
HOURS – FT/PT	Full Time	REVISION DATES	TBD
FLSA STATUS	Non-Exempt		

SUMMARY

Under general supervision, the Regulatory Compliance Administrative Analyst coordinates and facilitates the regulatory compliance programs and a variety of complex administrative functions of the District. The incumbent is required to perform a wide variety of technical and administrative duties related to regulatory programs and laws required by the state, county, region, and federal regulatory agencies. Projects and tasks may be assigned in all functional areas of compliance and administration, which are both complex and routine. The incumbent in this position interacts frequently with District staff, outside agencies, and the general public.

DISTINGUISHING CHARACTERISTICS

This position is characterized by the complex reporting requirements and intermediate to high-level skills required to perform the essential duties of the position. The ability to perform analytical research, data compilation, technical document creation, report development, and to interact in a pleasant and helpful manner with District staff, outside agencies, and the general public are essential components to this position. Possession of excellent organizational, prioritization, and communication skills are necessary abilities for incumbent occupying this position.

SUPERVISION RECEIVED/EXERCISED

Position receives general supervision from a department head, manager or supervisor, as assigned. This incumbent will not supervise any staff. The incumbent will have the independent authority to request information, data, documents; set due dates and deadlines as necessary; and request and schedule meetings from all levels of staff as related to all compliance and regulatory related matters facing the District.

EXAMPLES OF DUTIES

Job Descriptions are only intended to present a description summary of the range of duties and responsibilities associated with specified position. Therefore, job descriptions may not include all duties performed by individuals within the position. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to this class.

Essential Functions:

- Coordinates, updates, and facilitates District regulatory compliance programs such as, but not limited to National Pollutant Discharge Elimination System (NPDES) compliance program, Mojave Desert Air Quality Management District (AQMD) compliance program, and Certified Unified Program Agency (CUPA) permits in San Bernardino County.

- Coordinates, updates, and facilitates District regulatory compliance programs for agencies such as State Water Resources Control Board Division of Drinking Water, Environmental Protection Agency, National Environmental Policy Act, California Environmental Quality Act, Mojave Desert Coast Air Quality Management District, San Bernardino County Fire Department, Department of Toxic Substance Control, Department of Water Resources, Colorado River Regional Water Quality Control Board, and any other regulatory agencies as may be applicable.
- Prepares, maintains, and submits regular monthly, quarterly, and annual regulatory compliance reports for the District's regulators while ensuring timely submission.
- Develops, prepares, and submits required environmental and regulatory plans and reports such as, but not limited to, the Annual Consumer Confidence Report.
- Advises the appropriate District staff of required or recommended corrective measures related to regulatory compliance.
- Analyzes regulatory requirements and determine the impacts to the District as a result of these requirements (including financial and resources impacts).
- Coordinates and schedules inspections, data collection, and testing that may be required by state, federal, and/or operating permits.
- Creates, maintains, and/or organizes projects, forms, databases, logs, files, records, and reports.
- Researches, analyzes, and compiles data, and ensures data accuracy.
- Downloads, creates, and updates electronic and graphic files.
- Reviews, responds, prepares, and/or submits reports and correspondence on time.
- Assists the Director of Water Resources & Operations as directed.

Other Duties:

- Develops and maintains forms, databases, logs, files, records and reports (e.g. permits, backflow reporting, and sampling/lab data); develops and maintains spreadsheets requiring data interpretation and manipulation.
- Accompanies regulatory agencies during inspection of District wells, reservoirs, treatment plants, treatment systems, equipment, and other permitted facilities.
- Attends hearings, workshops, meetings, and seminars on compliance issues.
- Presents, updates, and informs the Board of Directors and General Manager at Board meetings, special committees, workshops, etc. as necessary.
- Performs other special projects and duties as assigned.

MINIMUM QUALIFICATIONS

The following are representative of the qualifications necessary to perform the essential duties of the position.

Experience: Any combination of education and experience, which would likely provide the necessary knowledge and abilities, may be qualifying.

A typical way to obtain the knowledge and abilities would be to have a minimum of one year of experience overseeing regulatory programs related to water utilities including reviewing, monitoring, and responding to regulations related to a water utility.

Education and/or Training: The minimum educational requirement is an Associate's Degree or equivalent from an accredited college. Bachelor's Degree from an accredited college or university is highly desired. The educational discipline needs to be in a related field.

Certificates, Licenses, Registration: Must be certified, at a minimum, as a DDW Distribution Operator I at the time of appointment. Possession of DDW Treatment Operator I is highly desirable.

Other: Must possess and maintain valid California Class C Driver's License.

PERFORMANCE EXPECTATIONS: KNOWLEDGE, SKILLS, AND ABILITIES

The following are representative examples of KSA's necessary to perform the essential duties of the position.

Knowledge:

- Working knowledge of federal and state drinking water regulations and familiarity with CEQA, NPDES, AQMD, EPA, CUPA, SWRCB DDW, and other regulatory compliance standards.
- Working knowledge of basic research techniques, methods, and procedures.
- Extensive knowledge of excel, word processing, Gantt charting, graphing, and the development of other technical documents and correspondence.

Skills:

- Possess strong organizational skills.
- Possess excellent computer skills in Word, Excel, and PowerPoint.
- Possess college level writing skills in the drafting of technical and professional documents.
- Possess strong verbal and written communication skills.

Abilities:

- Ability to interpret data, documents, regulatory codes, new rules, acts and regulations promulgated by the various regulatory agencies, then determine what the District's compliance obligations are and how the District will accomplish them.
- Ability to establish and maintain a professional, cooperative, and respectful manner with those contacted in the course of work.
- Ability to represent the District and attend at meetings with various regulatory officials, and other business meetings as necessary.
- Ability to develop, write, and prepare correspondence and technical reports.
- Ability to communicate effectively verbally and in writing.
- Ability to understand and carryout verbal and written instructions.
- Ability to think critically and independently with very little oversight.
- Ability to stay on strict time sensitive schedules and meet project and reporting due dates.
- Ability to work closely and effectively with regulatory agencies.
- Ability to read and understand water district terminology.
- Ability to solve mathematical calculations with speed and accuracy.
- Ability to organize and set priorities; interpret, apply and explain in accordance with regulations, policies and procedures.
- Ability to maintain accurate records.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: Subject to reasonable accommodation in accordance with the requirements of the Americans with Disabilities Act (ADA) and the California Fair Employment and Housing Act (FEHA), possess the ability to lift and/or carry objects (no greater than 40 lbs.) on an infrequent basis. Ability to bend, twist, turn, push, pull and reach routinely, as well as perform repetitive motion tasks. Ability to stoop, kneel and crouch routinely. Sits for extended time periods and uses office equipment such as computer terminals, copies and fax machines on a regular basis. Requires normal range hearing and vision.

Work Environment:

- **Outside:** On seldom occasion climbing, crawling, or balancing may be required during inspection tours of facilities.
- **Inside:** Duties of this position are predominantly conducted indoors, in an office setting or environment.
- **Fumes/Gasses:** Duties of this position are predominantly conducted indoors, in an office setting or environment.
- **Noise/Vibration:** Noise levels expected of an office or indoor setting are expected.

Equipment Use: Standard office equipment such as computer hardware and peripherals, binding machines, copy machines, scanning machines, fax machines, and telephone.

Mental Demands: While performing the duties of this class, an employee is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use math and mathematical reasoning; learn and apply new skills and information; perform highly detailed work on multiple, concurrent tasks; and interact with District managers, officials of other governmental agencies, community and professional groups, staff and other organizations.

Safety: Follows proper safety practices at all times.

Travel: On occasion the incumbent in this position may be required to attend hearings, workshops, meetings, and seminars on compliance issues.

Other: Position subject to extended work hours and attend evening meetings.

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 19, 2017

Report to: Board Members

Prepared by: Curt Sauer

TOPIC:

APPROVAL OF UPDATED WATER FLOW MODEL FOR DISTRICT OPERATIONS

RECOMMENDATION:

That the Board authorize the General Manager to complete the Water Flow Model at a cost not to exceed \$26,500.

ANALYSIS:

Water Flow Models are used to analyze and predict current and future demands. They can be used to model emergency conditions, and predict how various mainline extensions will affect existing operations.

The District's current model was last updated in 2005. Since 2005, demand conditions have changed due to the addition of two wells, various mainline projects and increased water conservation. Additionally, in the last 12 years the District has installed new facilities, including new wells and has decommissioned wells. Updating the model includes updating system demand, demand diurnal patterns and peaking factors using current customer demand information. New infrastructure will be added to the model, decommissioned facilities removed and current system operational characteristics (pump controls, PRV settings, etc.) confirmed. The model is calibrated to ensure that it is accurately representing the system as it functions today. With an updated and calibrated model, the District is able to more accurately evaluate the impact of new development, evaluate emergency situations (facility failures, pipeline failures) to maintain water service during the emergency, evaluate specific "what if" operational scenarios, and evaluate potential operational improvements. The model allows District staff to evaluate changes prior to implementing them within the actual water system, avoiding any potential negative impacts of a proposed operational change.

FISCAL IMPACT: \$26,500

JOSHUA BASIN WATER DISTRICT
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 19, 2017

Report to: Board Members

Prepared by: Curt Sauer

TOPIC:
DISCUSSION ON ASSEMBLY BILL 1000, AMENDING WATER CODE

RECOMMENDATION:
That the Board receive information and provide further guidance to the General Manager on actions to be taken, if any.

ANALYSIS:
The Board had a rousing discussion on the Cadiz Water Project last meeting. You voted 3 to 2 to support a letter to the Director of the Interior, opposing the Cadiz project.

The purpose of this item is to provide a briefing to the Board on a separate action being proposed by a member of the State Assembly, widely regarded as an effort to defeat the Cadiz project. However, as written, the proposed legislation has produced concern from Mojave Water Agency. MWA has asked for support in opposing the Bill as written.

The Bill, as well as Mojave Water Agency's letter of opposition, are attached to this staff report. It is my understanding that the Bill should progress through the legislature as follows.

The bill was scheduled to be heard in the Senate Natural Resources Committee on July 11. In the event it passes out of Natural Resources, it then goes to the Senate Appropriations Committee, then Senate Floor and then back to the Assembly for concurrence.

Once the Board has reviewed the legislation and the concern of MWA, it may wish the General Manger to take no action, or take such actions as the Board deems appropriate in support of MWA's concerns.

AMENDED IN SENATE JULY 3, 2017
AMENDED IN ASSEMBLY MAY 30, 2017
CALIFORNIA LEGISLATURE—2017–18 REGULAR SESSION

ASSEMBLY BILL

No. 1000

Introduced by Assembly Member Friedman

February 16, 2017

An act to add Section ~~25402.14~~ to the Public Resources 1815 to the Water Code, relating to ~~water conservation~~: *water*.

LEGISLATIVE COUNSEL'S DIGEST

AB 1000, as amended, Friedman. ~~Water conservation performance standards for water meters~~: *conveyance: use of facility with unused capacity*.

Existing law prohibits the state or a regional or local public agency from denying a bona fide transferor of water from using a water conveyance facility that has unused capacity for the period of time for which that capacity is available, if fair compensation is paid for that use and other requirements are met.

This bill would, notwithstanding that provision, prohibit a transferor of water from using a water conveyance facility that has unused capacity to transfer water from a groundwater basin underlying desert lands, as defined, that is in the vicinity of specified federal lands or state lands to outside of the groundwater basin unless the State Lands Commission, in consultation with the Department of Fish and Wildlife, finds that the transfer of the water will not adversely affect the natural or cultural resources of those federal and state lands.

~~Existing law requires the State Energy Resources Conservation and Development Commission to establish design and construction standards~~

~~and energy and water conservation design standards that increase efficiency in the use of energy and water for new residential and new nonresidential buildings to reduce the wasteful, uneconomic, inefficient, or unnecessary consumption of energy. Existing law requires the commission to establish minimum levels of operating efficiency to promote the use of energy and water efficient appliances. The Water Measurement Law requires every water purveyor to require, as a condition of new water service, the installation of a water meter to measure water service. That law also requires urban water suppliers to install water meters on specified service connections, and to charge water users based on the actual volume of deliveries as measured by those water meters in accordance with a certain timetable.~~

~~This bill would authorize the commission to adopt regulations establishing performance standards for water meters installed in residential and nonresidential buildings, including water meters installed pursuant to the Water Measurement Law.~~

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

The people of the State of California do enact as follows:

- 1 **SECTION 1.** *Section 1815 is added to the Water Code, to read:*
- 2 1815. (a) *Notwithstanding Section 1810, a transferor of water*
- 3 *shall not use a water conveyance facility that has unused capacity*
- 4 *to transfer water from a groundwater basin underlying desert*
- 5 *lands that is in the vicinity of a national monument, a national*
- 6 *preserve, a national park, a state or federal wilderness area, or*
- 7 *state lands to outside of the groundwater basin unless the State*
- 8 *Lands Commission, in consultation with the Department of Fish*
- 9 *and Wildlife, finds that the transfer of the water will not adversely*
- 10 *affect the natural or cultural resources, including groundwater*
- 11 *resources or habitat, of those federal and state lands.*
- 12 (b) *For purposes of this section, "desert lands" means the*
- 13 *portion of California located south of Interstate 15, east of State*
- 14 *Highway 247, north of State Highway 62, west of Interstate 95,*
- 15 *and west of the Nevada state line between Interstate 95 and*
- 16 *Interstate 15.*
- 17 ~~**SECTION 1.** Section 25402.14 is added to the Public Resources~~
- 18 ~~Code, to read:~~

1 ~~25402.14. The commission may adopt regulations to establish~~
2 ~~performance standards for water meters installed in residential and~~
3 ~~nonresidential buildings, including water meters required to be~~
4 ~~installed pursuant to Article 3.5 (commencing with Section 525)~~
5 ~~of Chapter 8 of Division 1 of the Water Code.~~



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July 10, 2017

The Honorable Robert M. Hertzberg, Chair
Senate Committee on Natural Resources & Water
State Capitol, Room 5046
Sacramento, CA 95814

Re: AB1000 (Friedman) – OPPOSE UNLESS AMENDED

Dear Senator Hertzberg:

On behalf of the Mojave Water Agency (MWA), I am writing to express our opposition to AB1000 (Friedman) that limits the Agency's water transfers, as well as its water management flexibility at a time of great uncertainty in California's water history.

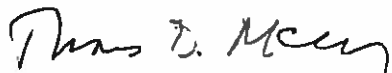
Located in the Mojave Desert just 75 miles northeast of the Los Angeles Basin, MWA serves 450,000 residents spanning 4,900 square miles. The region receives, on average, five inches of rain annually, making resource management a way of life. A member of the State Water Contractors, MWA augments its groundwater supply with State Water Project water, and has constructed pipelines, recharge sites, and has implemented an aggressive water conservation program that has achieved a 37 percent decrease in per capita use since 2000.

As currently written, AB1000 prohibits "a transferor of water from using a water conveyance facility that has unused capacity to transfer water from a groundwater basin underlying desert lands, as defined, that is in the vicinity of specified federal lands or state lands to outside of the groundwater basin..." The lack of clarity within the bill causes concern. For example, the phrase "a groundwater basin underlying desert lands," creates potential harm for MWA in its ability to sell unused water to another State Water Contractor in times of drought. This also negatively affects MWA's flexibility to legally transfer water and generate revenues. As currently defined, the bill's geographic boundaries include the MWA service area, as well as adjacent areas of responsibility as defined by the California Statewide Groundwater Elevation Monitoring program (CASGEM), the Sustainable Groundwater Management Act (SGMA) and the Integrated Regional Water Management Plan (IRWMP) (as shown on Attachment 1).

Unfortunately, MWA has not previously engaged on this bill, because in its original form AB1000 aimed to establish design and construction standards and energy and water conservation design standards to reduce the wasteful, uneconomic, inefficient, or unnecessary consumption of energy. The changes to this bill have created unintended consequences that can jeopardize the Agency's ability to effectively manage its water resources for our citizens and businesses.

Due to the uncertainty associated with the bill language, MWA must oppose this bill unless language is clarified.

Sincerely,


Thomas D. McCarthy, PE, PG
General Manager
Mojave Water Agency

CC: ACWA

Joshua Basin Water District
Hi Desert Water District
Bighorn Desert View Water Agency
San Bernardino County
Twentynine Palms Water District
Senator Jean Fuller
Senator Scott Wilk
Assemblyman Chad Mayes
Assemblyman Jay Obernolte

