



JOSHUA BASIN WATER DISTRICT  
REGULAR MEETING OF THE CITIZENS ADVISORY COMMITTEE  
TUESDAY, JANUARY 15, 2019, AT 6:00 PM  
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENTS  
This public comment portion of this agenda provides an opportunity for the public to address the Committee on items not listed on the agenda that *are of interest to the public at large* and are within the subject matter jurisdiction of this Committee. The Committee is prohibited by law from taking action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Committee does not respond to public comments at this time.
6. ELECTION OF COMMITTEE CHAIR AND VICE CHAIR –
7. CONSENT CALENDAR
  - Approve draft minutes of the Regular CAC meeting of November 13, 2018
8. WATER RULES & REGULATIONS PRESENTATION – Mark Ban, AGM-Operations  
Receive for information only.
9. FEES AND CAPACITY CHARGES - Receive for information only.
10. GENERAL MANAGER REPORT –
11. CONFIRM DATE FOR NEXT CITIZENS ADVISORY COMMITTEE MEETING
  - March 12, 2019 at 6:00 p.m.
12. ADJOURNMENT

**INFORMATION:** 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.

## CAC Meeting Minutes: November 13, 2018

1. **CALL TO ORDER:** at 6:02 PM
2. **PLEDGE**
3. **DETERMINATION OF QUORUM:** In attendance: Gayle Austin, Karen Morten, Tom Kayne, Shari Long, Karen Tracy; Guests: Kathleen Radnich, Tom Floen
4. **APPROVAL OF AGENDA:** 1st: T. Kayne / 2nd: S. Long
5. **PUBLIC COMMENTS:** None
6. **CONSENT CALENDAR:** 1st: K. Tracy/ 2nd: G. Austin WITH CORRECTIONS AS NOTED:
  - A. Item #3— Change: Curt Sauer *Chaired* the meeting, not Shari Long
  - B. Item #3, #8— Change: Spelling of Sherry Long to “Shari” Long
  - C. Item #8—Add Tom Kayne to list of members being interviewed
  - D. Item #6— Change to Item #6 “seconded” by Jeff Dongvillo (not Shari Long)
7. **RESULTS OF STRATEGIC PLANNING WORKSHOPS HELD ON OCTOBER 16TH- 17TH, 2018—**  
GM Sauer gave a review of the draft Mission Statement, Vision Statement, and Tag Line. He noted Director Unger’s suggested changes that had to go back and be reviewed by the Strategic Plan committee attendees.
8. **INCREASE THE GUARANTEE DEPOSIT FOR THE WATER ACCOUNTS AND ESTABLISH AUTOMATIC INCREASES TO THE GUARANTEE DEPOSIT BASED ON WATER RATES—**  
Receive for information only (Board of Director approved on November 7, 2018):
  - A. GM Sauer explained that fees for account deposits had not changed in 21 years.
  - B. Deposits were always set at \$100.00.
  - C. New fees are proposed at \$225.00 + 50%, payable in two monthly payments.
  - D. An automatic rate increase index will be established and applied, as well for future years.
9. **POTENTIAL DEVELOPMENT PROPOSALS ABOUT WHICH THE DISTRICT HAS BEEN CONTACTED.**
  - A. A Brewery is coming in that will require a package treatment plant.
  - B. A development behind Gary’s Tires, if approved, will require a T-4 trained/certified staff member for a treatment plant. The owners would have to pay for staff to operate it, repair it, etc.
  - C. Ten acres off Sunfair (by the airport) has a proposal before the County for a glamping campground using Conex boxes.
  - D. A proposal involving 26 Acres off Sunburst (in front of Quail Springs Apt.) off Verbena and the highway is before the County involving 48 Airstream trailers for a Glamping development. This may involve 48 septic tanks.
  - E. In the Joshua Tree Lakes area, a nearby 160 acre section of land is proposing utilizing 40 acres of the section for a Yurtz development. They want their own well, and are trying to create their own private Transient Water Agency. Chromium 6 issues and Urban Water Management rules would not apply to them.
10. **GENERAL MANAGER REPORT**
  - A. GM Sauer shared that JBWD’s Solar project will require about 7 acres of land.
  - B. Well 14: The District has been unsuccessful in obtaining 7 consecutive days of having no coliform presence.
  - C. JBWD will be adding five positions to the Field Crew. Carl (Jake)—our trainee, will be hired. Two other positions will be posted in December.
  - D. The shop remodel is projected to be completed in December.
  - E. JBWD sent a \$26,000 claim to OES for our flood damage expenses.
  - F. An Emergency Table Top Exercise (earthquake) is being planned for January 15th. This will be worked with TPWD.

G. K. Radnich noted District Office Closure dates for November 22 (Thanksgiving) and for December 24th & 25th (Christmas) and for December 31 and January 1st (New Years.)

H. K. Radnich also shared the Low Income Assistance Program via United Way reports helping 40 customers, to date.

**11. CONFIRM DATE FOR NEXT CITIZENS ADVISORY COMMITTEE MEETING**

A. The Committee moved the meeting from January 8th, to January 15th at 6PM.

B. The Committee also requested the "time" for the CAC meetings be placed on the next Agenda for discussion.

**12: ADJOURNMENT:** The meeting was adjourned at 7:10PM. 1st—K. Tracy 2nd—Concensus.

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Citizen's Advisory Committee

January 15, 2019

Report to: Committee

Prepared by: Susan Greer

TOPIC: DISCUSS FEE STUDY

RECOMMENDATION: Receive for information only.

ANALYSIS:

We are nearing completion of the Fee Study and want to provide an update for the Committee. Most of the fees being developed are service fees that are based on the material, equipment and labor costs associated with performing the service. We are also updating the capacity charges, both water and wastewater, and the meter installation fees.

Attached, you will find a listing of the current and proposed fees, presented in order of the current Article 13 within our Rules & Regulations, titled "Article 13 Rates." That document also contains information about what similar fees are at other local agencies. Differences in agencies can account for differences in fees. The color coding indicates that the yellow highlighted items are already complete, such as our Basic Fees and Water Flow Charges that were already set. The gold highlighted items are new fees that I have developed based on current costs. The red items still need to be developed and some of those involve the rate consultant, Alex. For example, there is more discussion needed about capacity charges. There are many options for the capacity charges; it's not based on a legal, one-size-fits-all formula.

Note that a comprehensive review of all fees has not been conducted in at least the last 31 years, although some individual fees have been adjusted in that time, some many times. After performing the review, I am recommending that we separate the current Article 13 where all fees are currently included, into two separate articles. There is too much explanatory information included in Article 13, when it should focus on the fee *amounts*. This additional information makes it difficult to maintain the document as the fees change over time. I am proposing one article called "Fees – Generally" that will include the explanatory information, and another separate article called "Fees – Amounts" that will include very little except the amounts. This will provide a better alternative for maintaining the Rules & Regulations long-term.

I am recommending that some fees be renamed and I will revise the order of the Articles so that related fees are better grouped together. I recommend elimination of some fees that are no longer relevant, splitting some fees into separate components, and addition of more than a dozen new fees. The last page of the listing includes the caveat that allows us to charge for any work we do at the request of a customer; the fee is called "Other Services." Including this fee will allow us to provide better customer service, while being paid for the work. In the past, we have been unable to perform work where we didn't have a corresponding fee in place, or we had to give it away for free. The Other Services fee will allow us to perform any work requested by a customer if they are willing to pay.

I've also attached the proposed draft language for the new articles of the Rules & Regulations. The title of the fee is underlined and bold, followed by a "G:" that relates to the language for Fees- Generally, and an "A:" which relates to the language for Fees- Amounts. I believe that portions of the proposed language that are highlighted yellow, while relevant to the topic, should be included in other sections of the Rules.

There are still several fees to be developed, with input from staff and the rate consultant. A discussion about options for the capacity charges needs to take place with the Committee and/or Board and I'd like some direction about that process. In addition, complete legal review should take place before the proposed changes are brought to the Board for adoption. Fee setting is a simpler process than water rate setting, not subject to Prop 218, no mailed notice requirement and simply adopted at a properly-noticed meeting. The fees must always meet the "reasonableness" test, and when using our actual time and materials costs, that is done. While quite a few proposed fees reflect significant increases, that is the result of changing circumstances or our failure to increase fees periodically as costs increase. Labor costs are the biggest single component of the fees, and means that fees should change as labor costs increase, at least every few years.

#### FISCAL IMPACT:

Guesstimate about \$60,000 per year in additional fees, not including changes to meter installation fees and capacity charges.

## Article 13 Rates

complete  
developed  
T&D

JBWD HDWD 29PWD BHDVWA  
CURRENT PROPOSE

Current

Article #	Title		simple	complex	JBWD CURRENT	JBWD PROPOSE	HDWD	29PWD	BHDVWA
13.1	Variance Application Processing Fee <i>Re-name - variance application deposit</i>				25	500	cost		100
					25	2,500	cost		100
13.2	<b>Standbys</b>	no changes since 1996			<b>already set</b>				
13.3	<b>Guarantee Deposit</b>	approved 11/7/18			100	tie to rate 225 - 2019	100/250	75	100
13.4	Turn on REGULAR <i>RE-NAME New Account or Transfer</i>	Turn on = \$43 Turn off = \$40 Total = \$83			15	83 43	15	25	35
	<i>each charge below needs separate article number</i>								
	<b>TURN ON AFTER VACATION TURNOFF</b>				10	33	COST		
	<i>Re-Name- TURN-ON/TURN-OFF CUSTOMER REQUESTED (temporary, not disconnect)</i>								
	<b>AFTER HOURS TURN ON</b>				85	112	80	35	50
	<b>DELINQUENT ACCOUNT UNLOCK</b>	<i>this got removed from 13.4 at some point</i>			25		20	30	40
	See also Delinquent Account Lock off,	<i>New, separate fee from unlock</i>							
13.5	<b>Basic Fee</b>	Rate Study			<b>already set</b>				
					40	54	20	-	T&M
13.6	<b>Monthly Water Flow Charges</b>	Rate Study			<b>already set</b>				
13.7	Rescinded								
13.8	<b>Delinquent Account Service Charge</b>	MAXIMUM set by law - already done			10%/1.5%	10%/0.5%	10%/10 min		5%/5min

# Article 13 Rates

complete  
developed  
T&D

JBWD HDWD 29PWD BHDVWA  
CURRENT PROPOSE

13.9 Public Fire Protection Charges

no charge no charge

13.10 Private Fire Protection

Rate Study

already set

Alex evaluating 50% surcharge - Gil doesn't like surcharge language for water use  
Demand Utilization Fee?

13.11 Fee for Permit to Supply Water for Domestic Irrigation to adjacent parcel

???

300 868

13.12 Backflow devices

25

13.13 Temporary service (partially complete)

These need individual Article numbers

deposit	250	replace	replace	\$650	350
install	30	95	25	T&M	T&M
reading fee	-	-	20	-	-
relocate	30	60	cost	T&M	T&M
Basic Fee	+50%	Alex	40	regular	30.32
Water use	+50%	Alex	Tier 4-9.08	regular	9.02

Alex evaluating 50% surcharge - Gil doesn't like language

13.14 Mainline Extension Project Application fee

N/A 25 0

13.15 Charge for Cancellation

N/A \$50 0

13.16 Standard Front Footage Fee - water

prices are payback, will never change

37/foot 37/foot

13.16.1 Standard wastewater Front Footage Fee

allows for fee, but no pipes installed yet

N/A

13.17 Plan Check/Processing/Inspection Fees  
change title and separate fees

plan ck	cost+15%	deposit	T&M/dep	\$50/sheet	T&M/dep
inspection		deposit	actual/dep		T&M/dep

**Article 13 Rates**

complete
developed
T&M

	JBWD	HDWD	29PWD	BHDVWA
	CURRENT	PROPOSE		

<b>13.18 Meter Installation Fees</b> <i>Change name to Meter Connection Fee per GC 66013(b)(2)</i>  Need information from Staff Discussing methodology with Gil too	Tract	3/4"	585		cost	796-1658	n/a
		1"	669		cost	853-1715	1785
		1.5"	cost+15%		cost	1603-2527	n/a
		2"	cost+15%		cost	2677	n/a
		3"	cost+15%		cost	T&M	n/a
	Non-Tract	3/4"	1911		cost	-	n/a
		1"	2002		cost	-	n/a
		1.5"	cost+15%		cost	-	n/a
		2"	cost+15%		cost	-	n/a
		3"	cost+15%		cost	-	n/a

**13.18.1 Front Footage Fee**  
prices are payback, will never change

CMC	26/foot	26/foot
H Zone	37/foot	37/foot

**13.18.2 Deleted**

<b>13.19 Water Capacity Charges</b>	Rate Study	3/4"	4,351	Alex	5,418	n/a	n/a
		1"	7,249	Alex	10,836	3,520	4,595
		1.5"	14,495				
		2"	23,195				
		3"	43,490				

**13.19.1 Wastewater Capacity Charges**  
Rate Study all sizes of meters \$6435/EDU Alex 18,610 per EDU n/a n/a

**13.20 Refund Agreement Processing Fee**  
Initial Preparation \$25+ \$25 per parcel 190 75/doc  
Processing of each refund ck 5 30



Article 13 Rates

complete
developed
T&M

13.20.1 Deleted

13.21 Meter Exchange Cost

13.22 Customer Requested Meter Accuracy Testing

3/4"  
1"  
1.5"  
larger

13.23 Hydrant flow testing  
see NEW static pressure test fee below

13.24 Broken lock fee

13.25 Charge for District documents

copies  
DVD's

13.26 48-hour Tag Fee

13.27 Rate for sale of water to other agencies

Rate Study

JBWD HDWD 29PWD BHDVWA  
CURRENT PROPOSE

actual	actual	cost	T&M	T&M
40	158	COST	67	T&M
40	158	COST	67	T&M
75	COST	COST	90	n/a
cost+15%	COST	COST	COST	T&M
55	217	200		T&M
5	32	\$20+lock		T&M
0.25	0.25	.25/.10		0.1
		cost		0.1
10				10
9.53/unit	Alex	-	-	-

## Article 13 Rates



JBWD HDWD 29PWD BHDVWA  
CURRENT PROPOSE

### NEW FEES

NO SHOW FOR MISSED APPOINTMENTS

0 29 20 - n/a

LIEN FEES plus language to add interest (Gil)

File lien  
Release

0 47  
0 74

STATIC PRESSURE TEST

80

DELINQUENT ACCOUNT LOCK OFF

0 40

### DEVELOPMENT-RELATED NEW FEES

WILL SERVE LETTER

0 33 40 T&M

METER QUOTE

0 19 0 0 0

W1 FORM LETTER

0

NON-INTERFERENCE LETTER

0

*Other information/forms required by developer, figured at actual cost*

REFUND AGREEMENT CHECK PROCESSING (per check issued)

0 20

RETURNED CHECK CHARGE somehow got removed from Rules & Regulations set by law  
change name to returned payment charge, same for credit cards

20 25/35 25

TAMPERING FEE/UNAUTHORIZED USE working with Gil

0 3 mos avg 35 cost

PULLED METER CHARGE (cost to pull meter, separate from reinstall cost)

49 20

## Article 13 Rates

complete
developed
TBD

	JBWD	HDWD	29PWD	BHDVWA
	CURRENT	PROPOSE		

### CONTRACT FEES

0

### TEMPORARY METER EXTENSION FEE

23

### CAVEAT THAT ALLOWS FOR US TO CHARGE FOR ANYTHING.

Other Services. A charge shall be made for services performed by the District not listed above, for which an actual cost is attributable to a particular customer

### NEW SINCE LIST PRESENTED TO FC/BOARD

### METER DAMAGE

Actual costs, charged after deposit of \$300 or \$600, determined whether minor or major damage.

Table 3  
Joshua Basin Water District  
Capacity Charge per Unit

Working Draft  
For Discussion Only

<b>Water Infrastructure &amp; Assets for Fee Recovery</b>		
<u>Existing Infrastructure &amp; Assets</u>		
Current value of existing assets	75%	\$83,228,458
Operating/capital fund reserves		4,500,000
Subtotal		87,728,458
<u>Capital Improvements</u>		
Expansion-related improvements needed through 2040	Conservative Est.	10,000,000
Repairs & replacements		excluded
Chromium 6 treatment facilities		16,000,000
Less potential grant funding		(12,000,000)
Other	?	
Subtotal		14,000,000
Total Costs for Fee Recovery		101,728,458
<b>Water System Projected Demand*</b>		
Total projected demand through 2040 (AF)	AF	1,636
Total projected demand through 2040 (gpd)	gpd	1,460,525
<b>Water Capacity Charge per Unit</b>		
<i>Total Costs / Total Capacity</i>		
\$ per AF		\$62,181
\$ per gpd		69.65

\* Source: 2015 Urban Water Management Plan; Table 2-10.

Table 4  
 Joshua Basin Water District  
 Proposed Water Capacity Charges

Working Draft  
 For Discussion Only

Meter Size	Water Demand (gpd)	Water Capacity Charge
Unit Charge per gpd		\$69.65
<b>Water Capacity Charge</b>		
3/4" Meter	150	\$10,000
1" Meter	150	10,000
1-1/2" Meter	500	35,000
2" Meter	800	56,000
3" Meter	1500	104,000
<b>Alternative:</b>		
<b>Residential</b>		
<i>Capacity charge per dwelling unit</i>		
Single Family Home	150	\$10,000
Multi-Family Dwelling Unit	100	7,000
<b>Commercial</b>		
<i>Capacity charge based on meter size</i>		
3/4" Meter	150	\$10,000
1" Meter	250	17,000
1-1/2" Meter	500	35,000
2" Meter	800	56,000
3" Meter	1,500	104,000

Meter upsizing requirements due to fireflow/sprinklers?

Table 3  
Joshua Basin Water District  
Capacity Charge per Unit

Working Draft  
For Discussion Only

<b>Water Infrastructure &amp; Assets for Fee Recovery</b>		
<u>Existing Infrastructure &amp; Assets</u>	<u>Cost Recovery %</u>	
Current ENR-adjusted cost of existing infrastructure & assets	90%	\$99,874,150
Operating/capital fund reserves		4,500,000
Subtotal		104,374,150
<u>Capital Improvements Excluding Repairs &amp; Replacements</u>		
Upgrades & expansion-related improvements through 2040 <i>- upgrading, etc</i>	Conservative Est.	10,000,000
Repairs & replacements of existing assets		excluded
Chromium 6 treatment facilities		excluded
Subtotal		10,000,000
<b>Total Costs for Fee Recovery</b>		<b>114,374,150</b>
<b>Water System Projected Demand*</b>		
Total projected demand through 2040 (AF)	AF	1,636
Total projected demand through 2040 (gpd)	gpd	1,460,525
<b>Water Capacity Charge per Unit</b>		
<i>Total Costs / Total Capacity</i>		
\$ per AF		\$69,911
\$ per gpd		78.31

\* Source: 2015 Urban Water Management Plan; Table 2-10.

Table 4  
Joshua Basin Water District  
Proposed Water Capacity Charges

Working Draft  
For Discussion Only

Meter Size	Water Demand (gpd)	Water Capacity Charge
Unit Charge per gpd		\$78.31
<b>Water Capacity Charge</b>		
3/4" Meter	150	\$11,747
1" Meter	150	11,747
1-1/2" Meter	500	39,155
2" Meter	800	62,648
3" Meter	1500	117,465
<b><u>Recommended Alternative Approach for Capacity Charge Application</u></b>		
<i>Transition to Residential capacity charges per dwelling unit.</i>		
<b>Residential</b>		
<i>Capacity charge per dwelling unit</i>		
Single Family Home	150	\$11,747
Multi-Family Dwelling Unit	100	7,831
<b>Commercial</b>		
<i>Capacity charge based on meter size</i>		
3/4" Meter	150	\$11,747
1" Meter	250	19,578
1-1/2" Meter	500	39,155
2" Meter	800	62,648
3" Meter	1,500	117,465

Meter upsizing requirements due to fireflow/sprinklers?

Table 4  
 Joshua Basin Water District  
 Capacity Charge per Unit

Working Draft

<b>Water Infrastructure &amp; Assets for Fee Recovery</b>		
<u>Existing Infrastructure &amp; Assets</u>		
Current value of existing assets	25%	\$27,814,349
Operating/capital fund reserves		4,500,000
Subtotal		32,314,349
<u>Capital Improvements Through 2035</u>		
Expansion/Upgrades		31,647,914
Repairs/Replacements		excluded
Subtotal		31,647,914
Total Costs for Fee Recovery		63,962,263
<b>Water System Projected Demand*</b>		
Total projected demand through 2035 (AF)	AF	1,584
Total projected demand through 2035 (gpd)	gpd	1,414,102
<b>Water Capacity Charge per Unit</b>		
\$ per AF		\$40,380
\$ per gpd		45.23

\* Source: 2015 Urban Water Management Plan; Table 2-10.



Table 5  
 Joshua Basin Water District  
 Proposed Water Capacity Charges

Working Draft

Meter Size	Water Demand (gpd)	Water Capacity Charge
Unit Charge per gpd		\$45.23
<b>Water Capacity Charge</b>		
3/4" Meter	200	\$9,046
1" Meter	270	12,212
1-1/2" Meter	667	30,153
2" Meter	1,067	48,245
3" Meter	2,000	90,460
<b><u>ALTERNATIVE APPROACH A</u></b>		
<b>Residential</b>		
<i>Capacity charge per dwelling unit</i>		
Single Family Home	200	\$9,046
Multi-Family Dwelling Unit	150	6,785
<b>Commercial</b>		
<i>Capacity charge based on meter size</i>	<i>note: comm'l could be higher</i>	
3/4" Meter	200	\$9,046
1" Meter	333	15,077
1-1/2" Meter	667	30,153
2" Meter	1,067	48,245
3" Meter	2,000	90,460
<b><u>ALTERNATIVE APPROACH B</u></b>		
	<i>Based on meter size with separate fee for 1" single family home</i>	
<b>Water Capacity Charge</b>		
3/4" Meter	200	\$9,046
1" Meter (Single Family Residential)	270	12,212
1" Meter	333	15,077
1-1/2" Meter	667	30,153
2" Meter	1,067	48,245
3" Meter	2,000	90,460
<p><i>Standard Water Capacity Charges are shown. The District reserves the authority to determine Water Capacity Charges for new connections in instances where the estimated water demand of a new connection is significantly different than the standard demands shown above.</i></p>		

Table 4B  
 Joshua Basin Water District  
 Capacity Charge per Unit

Working Draft

<b>Water Infrastructure &amp; Assets for Fee Recovery</b>		
<u>Existing Infrastructure &amp; Assets</u>		
Current value of existing assets	50%	\$55,628,697
Operating/capital fund reserves		4,500,000
Subtotal		60,128,697
<u>Capital Improvements Through 2035</u>		
Expansion/Upgrades		31,647,914
Repairs/Replacements		excluded
Subtotal		31,647,914
<b>Total Costs for Fee Recovery</b>		<b>91,776,611</b>
<b>Water System Projected Demand*</b>		
Total projected demand through 2035 (AF)	AF	1,584
Total projected demand through 2035 (gpd)	gpd	1,414,102
<b>Water Capacity Charge per Unit</b>		
\$ per AF		\$57,940
\$ per gpd		64.90

\* Source: 2015 Urban Water Management Plan; Table 2-10.

Table 5B  
Joshua Basin Water District  
Proposed Water Capacity Charges

Working Draft

Meter Size	Water Demand (gpd)	Water Capacity Charge
Unit Charge per gpd		\$64.90
<b>Water Capacity Charge</b>		
3/4" Meter	200	\$12,980
1" Meter	270	17,523
1-1/2" Meter	667	43,267
2" Meter	1,067	69,227
3" Meter	2,000	129,800
<b>ALTERNATIVE APPROACH A</b>		
<b>Residential</b>		
<i>Capacity charge per dwelling unit</i>		
Single Family Home	200	\$12,980
Multi-Family Dwelling Unit	150	9,735
<b>Commercial</b>		
<i>Capacity charge based on meter size note: comm'l could be higher</i>		
3/4" Meter	200	\$12,980
1" Meter	333	21,633
1-1/2" Meter	667	43,267
2" Meter	1,067	69,227
3" Meter	2,000	129,800
<b>ALTERNATIVE APPROACH B</b>		
<i>Based on meter size with separate fee for 1" single family home</i>		
<b>Water Capacity Charge</b>		
3/4" Meter	200	\$12,980
1" Meter (Single Family Residential)	270	17,523
1" Meter	333	21,633
1-1/2" Meter	667	43,267
2" Meter	1,067	69,227
3" Meter	2,000	129,800
<i>Standard Water Capacity Charges are shown. The District reserves the authority to determine Water Capacity Charges for new connections in instances where the estimated water demand of a new connection is significantly different than the standard demands shown above.</i>		

**PROPOSED RULES & REGULATIONS LANGUAGE FOR ARTICLE 13**

**VARIANCE APPLICATION DEPOSIT**

G: An estimated deposit, based upon the complexity of the evaluation, will be required from a customer who requests consideration of a variance from existing Rules & Regulations. Such evaluation may require consultation with professionals, in addition to District staff, and the customer will pay all costs associated with the evaluation. Customer is responsible for all costs and District will deduct costs from customer deposit and send a bill for costs that exceed the deposit or a refund if costs are less.

A: A deposit based on complexity is required to evaluate a variance request:

- Simple            \$500
- Complex        \$2,500

Customer is responsible for all costs associated with the request, even if costs exceed the deposit. Need form.

**GUARANTEE DEPOSIT**

G: A guarantee deposit shall not be required except upon the determination by the District that the person requesting service is not creditworthy. The determination of creditworthiness shall be based upon criteria established by the Board of Directors.

A: Applicants who provide a social security number will have their credit checked. The results of this soft credit check will provide either a green, yellow, or red “score,” and the deposit amount is based upon the score. Customers that don’t provide a social security number won’t get a “score,” and will have to pay a guarantee deposit.

- Green =            good credit, no deposit required
- Yellow =           average credit, deposit required
- Red =                poor credit, deposit required
- No score =         no credit, deposit required

<u>Effective Date</u>	<u>Guarantee Deposit</u>
Adoption	\$225.00
1/1/20	\$255.00
1/1/21	\$285.00
1/1/22	\$310.00

**NEW ACCOUNT CHARGE (FORMERLY TURN ON NEW SERVICE)**

G: Upon customer request to establish a new account or request the transfer of service from an existing account to a new account, then a new account charge shall be paid.

A: A fee of \$43.00 will be charged to establish a new account or transfer ownership from one account to another

**TEMPORARY CUSTOMER-REQUESTED TURN OFF/TURN ON**

G: Upon customer request to temporarily turn water meter on or off, such as for vacation, a fee shall be paid. Water meter will be locked in the off position, but billing of applicable charges will continue.

A: A charge of \$33.00 shall be paid for either temporary turn on or turn off of water meter.

**AFTER-HOURS TURN ON CONVENIENCE CHARGE**

G: Upon customer request to provide water account turn on after the deadline for same day turn on of service, an after-hours charge shall be paid to the District.

A: A fee of \$110.00 will be assessed to a customer who requests that water service be turned on after the deadline for same day turn on.

**CUTOFF ACCOUNT LOCK / UNLOCK CHARGES (name change) [waiting on info from Staff](#)**

G: A fee will be charged for the lock-off and unlock of a water meter which it cutoff as a result of nonpayment.

A: Charges are as follows:

Lock-off	\$
Unlock	\$

**BASIC FEE – current, no changes**

**METER PULL/METER REINSTALLATION**

G: A fee will be charged for the removal (pull) or reinstallation of a meter, whether at customer request or JBWD-initiated in order to prevent damage or obtain compliance with the District’s Rules & Regulations.

A: Charges are as follows:

Meter Removal/Pull	\$49.00
Meter Reinstallation	\$54.00

**MONTHLY WATER FLOW CHARGES – current, no changes**

**DELINQUENT ACCOUNT SERVICE CHARGE**

G: A delinquent account service charge shall be added to each delinquent account. Such charge shall be added to the account balance each month as of the date the account becomes delinquent.

A: A delinquent account service charge of 10% on each original unpaid balance, plus .5% per month for each subsequent month of delinquency, will be levied if a customer payment is not received within 20 days after mailing of customer invoice.

**PUBLIC FIRE PROTECTION CHARGES – n/a**

**PRIVATE FIRE PROTECTION – current, no changes**

**FEE FOR PERMIT TO SUPPLY WATER FOR DOMESTIC IRRIGATION TO ADJACENT PARCEL**

G: A fee will be charged for an annual permit requested by a customer to supply domestic irrigation purposes only to an adjacent parcel with no water meter, when such parcel is owned by the same owner. This option allows customer to avoid payment of meter installation and capacity fees, but is only applicable for domestic irrigation purposes. Fee must be paid prior to supplying water to the second parcel, and must be renewed on an annual basis. The fee is equal to the Basic Monthly Fee amount, multiplied by 12 months, and changes as Article \_\_\_ changes.

A: The fee is imposed as follow:

3/4" or 1" meters	\$368.40	Effective 1/1/19
	\$413.16	Effective 1/1/20
	\$456.36	Effective 1/1/21
	\$496.20	Effective 1/1/22

**BACKFLOW DEVICES**

**TEMPORARY SERVICE GUARANTEE DEPOSIT**

G: A guarantee deposit, equal to the estimated cost of replacement of the meter and appurtenances, will be required for all temporary services. Replacement costs will be determined on a case-by-case basis, based upon the temporary facilities required by customer.

A: A guarantee deposit, equal to the replacement cost of the temporary meter and appurtenances, as determined by JBWD staff, is required before temporary service can be established.

**TEMPORARY SERVICE INSTALLATION FEE**

G: A fee will be charged to set-up the temporary account and install a temporary service, including meter and appurtenances.

A: Including account set-up, the fee for installation of a temporary service is \$95.00.

**TEMPORARY SERVICE RELOCATION FEE**

G: A fee will be charged to relocate a previously-installed temporary water service.

A: The fee for relocating a previously-installed temporary service is \$60.00.

**TEMPORARY SERVICE EXTENSION FEE** why limit to 6-month initial timeframe when we automatically extend another 6 months? why not allow 12 months MAXIMUM to start with? we have no such fee set up, although Regs call for it.

G:

A:

**TEMPORARY SERVICE BASIC MONTHLY FEE**

G: A fee will be charged for the availability of temporary water service, which includes no water used.

A: The fees are as follows:

Meter Size	Monthly Fee (based on meter size)			
	1/1/19	1/1/20	1/1/21	1/1/22
¾" & 1"	46.05	51.65	57.05	62.03
3"	460.50	516.45	570.45	620.45

**TEMPORARY SERVICE MONTHLY WATER FLOW CHARGES**

G: Water passing through the temporary meter shall be sold at the following cumulative rates, per unit (one hundred cubic feet, 748 gallons)

<u>For ¾" and 1" meters</u>	Rate Per Unit (\$ per hundred cubic feet), effective date			
Units	1/1/19	1/1/20	1/1/21	1/1/22
0-5 units	6.60	7.58	8.55	9.30
5.01-10 units	7.95	9.23	10.50	11.55
10.01-20 units	9.30	10.88	12.45	13.80
20.01+ units	10.65	12.53	14.40	16.05

For Larger Meters:

Unit rate for all water use	8.10	9.30	10.50	11.55
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**MAINLINE EXTENSION PROJECT APPLICATION FEE      ~~DELETE~~**

**CHARGE FOR CANCELLATION    ~~DELETE~~**

**STANDARD FRONT FOOTAGE FEE – WATER**

G: Water service applicants that connect to the water system where JBWD has installed or replaced a mainline since 1997, or where the applicant has been approved for a Remote Meter, shall pay the Standard Front Footage Fee. The total fee is computed based on the measurement of the front footage of the parcel as it sits adjacent to the mainline or future mainline (property corner to property corner) multiplied by the Standard Front Footage Fee (price per foot.)

A: The Standard Front Footage Fee will be the amount of the most recently-calculated Front Footage Fee per Article \_\_\_\_, multiplied by the front footage measurement.

**STANDARD FRONT FOOTAGE FEE – WASTEWATER**

G: JBWD has not yet constructed a wastewater system, so no fee is in place

A: No fee yet in place.

**PLAN CHECK DEPOSIT**

G: Water service applicants shall submit a deposit, based on the complexity of the proposed project as determined by JBWD, to pay for all costs associated with development, including but not limited to plan check costs, inspection fees, preparation of W-1, S-1 or Non-Interference letters required by the County of San Bernardino. Actual costs of service including but not limited to labor, equipment, professional services and overhead shall be deducted from the deposit. If the deposit exceeds actual costs, JBWD will refund the balance. If actual costs exceed the deposit, a bill for the balance will be sent to applicant and must be paid before water service will be initiated.

A: Deposit amount determined by JBWD based on complexity of project.

**METER CONNECTION FEES (PREVIOUSLY METER INSTALLATION FEES)**

G: When the parcel to which water is to be furnished does not contain a paid water meter for use on said parcel, the customer shall pay a meter connection fee based on all costs of installation, including meters and all appurtenances. Note some meters have been installed at JBWD expense, and although there is a meter in place, it is not considered a paid water meter.

A1: Tract Installation – this fee applies to the Copper Mountain Mesa Assessment District for all original parcels with services already installed, and for approved tract maps or parcel maps where installation of all water system facilities, except for the water meter, will be done by the developer.

<u>Meter Size</u>	<u>Fee</u>
¾"	\$585.00
1"	\$669.00
Larger sizes	Actual cost including overhead

A2: Non-Tract Installation – this fee applies to all non-tract parcels in the District and reflects labor, material and overhead costs associated with installing the customer meter and appurtenances and extending the water service from a mainline to a property line for the use of a separate parcel.

<u>Meter Size</u>	<u>Fee</u>
¾"	\$1,911.00
1"	\$2,002.00
Larger	Actual cost, including overhead

**FRONT FOOTAGE FEE**

G: Mainline installation or replacement projects in the following areas have been installed at JBWD expense. Future development of parcels in the following project areas requires payment of a Front Footage Fee, per foot of parcel frontage adjacent to the mainline. See Article 7.5.

A1: Copper Mountain College, December 2004: \$26.00 per foot

A2: H Zone, October 2008: \$37.00 per foot

**WATER CAPACITY CHARGES**

G: When the parcel to which water is to be furnished does not contain a paid water meter for use on said parcel, the customer shall pay a Water Capacity Charge.

The Water Capacity Charge includes a buy-in component to existing facilities which achieves equity with current customers. In addition, there is a replacement component, which is designed to fund water system capacity replacement required as a result of the new water service. Note some meters have been installed at JBWD expense, and although there is a meter in place, it is not considered a paid water meter.

A:	Size	Charge
	¾"	\$4,351.00
	1"	\$7,249.00
	1.5"	\$14,495.00
	2"	\$23,195.00



3"

\$43,490.00

Water Capacity Charges shall be automatically adjusted effective on the first day of January of each calendar year based upon the change in the Engineering News-Record Construction Cost Index (ENR-CCI 20 Cities) starting from the base month of June. Increases taking effect in January shall be based on the increase in said index over the preceding year. (For example, the automatic increase taking effect 1/1/19 shall be based on the increase in the index from June 2017 to June 2018.)

**WASTEWATER CAPACITY CHARGES RM feedback**

G: When the parcel to which wastewater service is to be furnished does not contain a paid water meter, or the property that has a paid water meter is undeveloped with a structure, the customer shall pay a Wastewater Capacity Charge. The Wastewater Capacity Charge includes a buy-in component for funding of a future wastewater system based on projected wastewater system capacity required by the new water service.

Wastewater Capacity Charges are due under the following conditions:

1. The parcel to which water service is to be furnished is (a) located in the wastewater treatment strategy area, (b) will result in density of less than one Equivalent Dwelling Unit per one-half acre, (c) has a paid water meter, (d) but has never developed the parcel with a structure; or (any remodel implications?)
2. The parcel to which water service is to be furnished is (a) located in the wastewater strategy area, (b) will result in density of less than one Equivalent Dwelling Unit per one-half acre, and (c) does not contain a paid water meter.

The Wastewater Capacity Charge applies to all new development in the Wastewater Planning Area as identified in the attached map (Exhibit C). A list of parcels within the area is attached as Exhibit D. do we really want the list of parcels attached, or does it just need to be available? 20 pages or so added to Rules. Over time, the list isn't accurate, splits and combos, i.e.

Capacity Charges do not apply to additions to existing residential units, but will apply to any new residential structures including a second home on a parcel, other than guest house.

Capacity Charges will be applied to expansion of non-residential development if it increases the number of EDUs by one or more based on review of the District Engineer.

Wastewater Capacity Charges shall be automatically adjusted effective on the first day of January of each calendar year based upon the change in the Engineering News-Record Construction Cost Index (ENR-CCI Los Angeles) starting from the base month of June. Increases taking effect in January shall be based on the increase in said index over the preceding year. (For example, the automatic increase taking effect 1/1/19 shall be based on the increase in the index from June 2017 to June 2018.)

A:

- Single Family Residential: 1 Equivalent Dwelling Unit (EDU) = 6,435.00
- Multi Family Residential: 1 EDU per residential unit (duplex = 2 units, triplex = 3 units, etc.) or less if determined by the District Engineer (e.g. Senior Housing, studio apartments, etc.)
- Non Residential: 6,435.00 per EDU with the number of EDUs to be determined by District Engineer based on plans provided.

**REFUND AGREEMENT PROCESSING FEES**

G: When customer installs a mainline at their own expense which provides opportunity for other parcel owners to connect to the water system where such opportunity didn't previously exist, customer shall be eligible for potential refund if other parcel owners connect in the future. Customer shall pay costs associated with preparation and processing of refund agreements.

A: Refund agreement processing fees are as follows:

Initial preparation, for up to four benefitting parcels	\$190.00
Initial preparation, each additional parcel	\$35.00
Processing of each refund check	\$30.00
Fee is deducted from refund check	

**METER EXCHANGE WITHIN THE SAME PARCEL**

G: For meter size changes on the same parcel (either increase or decrease in size,) the customer shall pay the actual costs associated with installation of the new meter, including inventory, equipment and labor, plus associated administrative costs and overhead. Meters cannot be relocated to different parcels; that constitutes a new meter installation.

A: Meter exchange costs within the same parcel are as follows:

Actual costs, including but not limited to, field and administrative labor, vehicles and equipment, inventory, and overhead.

In addition, if customer increases meter size, customer must pay the additional Water and/or Wastewater Capacity Charge(s), at the current rate. For example, if customer paid capacity charge for 1" meter and needs to increase meter size to 1.5", the additional Capacity Charge fees would be the difference between the current 1" and 1.5" capacity charges, irrespective of the amount paid by customer at the time meter was purchased.

No refund for materials already in use is provided, nor refund of Capacity Charges if meter size is decreased.

**METER ACCURACY TESTING FEE**

G: Any customer has the right to have his meter examined and tested at any time upon completion of the Meter Test Form, payment of the Meter Accuracy Testing Fee and commitment to pay an adjustment to their water account for any discrepancy identified in the meter performance, either over or under-recording, if the meter fails. ~~The Meter Accuracy Testing Fee shall not be charged if the meter has not been tested during the previous five-year period.~~ **Need to also amend other sections of the Regs? Where is reference to free every 5 years, don't find in Regs, but see on form.**

A: The charge for customer-requested meter accuracy testing shall be as follows:

<u>Meter Size</u>	<u>Amount</u>
¾"	\$158.00
1"	\$158.00
1.5" & Larger	Cost

**HYDRANT FLOW TESTING**

G: For development or other reasons, customer may request hydrant flow testing at a hydrant location of their choosing. JBWD will test the hydrant and provide a hydrant certification letter to customer. Since performing hydrant flow tests can result in water quality issues and/or water leaks, JBWD seeks to limit hydrant flow testing. Static pressure testing can often be a substitute; however, if customer requires hydrant flow testing, customer is responsible for costs associated with any system damage. **Special form?? Gil - Legal?**

A: The charge for hydrant flow testing is \$217.00 per hydrant, including certification letter.

#### **STATIC PRESSURE TESTING**

G: For development or other reasons, customers may request static pressure testing, to be performed at a hydrant of JBWD's choosing. JBWD will perform static pressure testing and provide testing report to customer.

A: The charge for static pressure testing is \$80.00 per hydrant, including testing report.

#### **BROKEN LOCKING DEVICE FEE**

G: When an account has been locked off and the locking device is broken, depending on circumstances, the old or new account holder may be charged for replacement of the locking device.

A: The charge for a broken locking device is \$32.00.

#### **CHARGE FOR DISTRICT DOCUMENTS**

G: A fee shall be charged to those requesting copies of public records.

A1: A fee of \$0.25 for each photocopy shall be charged upon a request to obtain a copy or copies of public records from JBWD

A2: A fee of \_\_\_\_\_ for each DVD shall be charged upon a request to obtain a copy or copies of public records from JBWD.

#### **48-HOUR TAG FEE**

G:

A:

#### **RATE FOR SALE OF WATER TO OTHER AGENCIES**

G: Water sold to other water agencies on an emergency or short-term basis shall be metered and a water bill sent to the other water agency on no less than a monthly basis.

A: Water sold to other water agencies shall be metered and sold at a rate of \$9.53 per unit (one hundred cubic feet) or \$1,038.00 per acre foot. In addition to this water rate, direct manpower, material and equipment costs associated with making the physical connection or overseeing the connection shall be charged at actual cost plus overhead.

The General Manager or designate may authorize the temporary sale of water to other water agencies for a two-week period or less. The Board of Directors may authorize the temporary service for a period of longer than 14 days.

#### **NO SHOW CHARGE FOR MISSED APPOINTMENTS**

G: A charge shall be made when an appointment time has been scheduled and set aside for a field visit which is not kept and not cancelled in advance by the customer or a representative.

A: A no show charge of \$29.00 for scheduled appointments will be billed when such appointment is not kept or cancelled in advance by the customer or a representative.

#### **LIEN FEES**

G: A charge shall be made for the costs associated with filing and releasing liens that are recorded due to unpaid water or meter damage charges.

A: Fees associated with filing and releasing liens for unpaid water charges, are as follows:

Filing lien           \$47.00

Releasing lien       \$74.00

Unusual or extraordinary costs associated with filing or releasing liens will be charged at actual cost including overhead.

In addition, interest in the amount of \_\_\_ % per month will be added to the lien balance until paid in full. **Gil, legal? What code section?**

#### **WILL SERVE LETTER**

G: The applicant shall be required to pay a charge to cover expenses incurred by JBWD for the preparation of the Will Serve Letter document.

A: A charge of \$33.00 per parcel will be paid by applicant requesting a Will Serve Letter. Fees for will serve requests on land requiring more in-depth review by JBWD staff and/or professional services will be charged the actual cost.

#### **METER QUOTE**

G: An applicant shall be required to pay a charge to cover expenses incurred by JBWD for the preparation of a meter quote. An applicant is allowed one (1) free meter quote per calendar month; additional meter quotes will be provided upon payment of the charge.

A: A charge of \$19.00 per meter will be paid by applicant requesting a meter quote, when such request is in addition to one (1) free meter quote provided per calendar month.

#### **W1 FORM LETTER**

G: An applicant shall be required to pay a charge to cover expenses incurred by JBWD for the preparation of a W1 Form letter.

A: Actual costs, including overhead, associated with preparation of a W1 form letter, shall be deducted from the applicant's Plan Check Deposit.

**S1 FORM LETTER**

G: An applicant shall be required to pay a charge to cover expenses incurred by JBWD for the preparation of a S1 Form letter.

A: Actual costs, including overhead, associated with preparation of a S1 Form letter, shall be deducted from the applicant's Plan Check Deposit.

**NON-INTERFERENCE LETTER**

G: An applicant shall be required to pay a charge to cover expenses incurred by JBWD for the preparation of a Non-Interference Letter

A: Actual costs, including overhead, associated with preparation of a Non-Interference Letter, shall be deducted from the applicant's Plan Check Deposit.

**RETURNED PAYMENT CHARGE**

G: A fee will be charged for each check or credit card payment returned from the bank unpaid.

After two returned payments, customer will be on a cash-only basis for at least two years, or until a satisfactory payment record has been established per Article 1.11.

A: A charge of \$25.00 for the first returned payment and \$35.00 for the second and subsequent returned payments shall be paid by applicant who presents a payment that is subsequently returned from the bank unpaid.

**TAMPERING FEE/UNAUTHORIZED USE - Gil**

G:

A:

**CONTRACT FEES, requested info from Staff 12/18**

G: Upon request from a customer to establish a long-term payment contract to spread the balance due over an extended timeframe, a charge shall be made for set-up and follow-up of the contract.

A: A charge of \$\_\_\_\_\_ shall be paid by customer requesting a contract. The charge can be rolled into the contract, and will be paid with the first payment installment.

**OTHER SERVICES**

G: A charge shall be made for services performed by the District not listed above, for which an actual cost is attributable to a particular customer.

A: Charges for Other Services shall be the actual costs, including but not limited to, field and administrative labor, professional services, vehicles and equipment, inventory and overhead.