

PO BOX 675 61750 CHOLLITA ROAD JOSHUA TREE CALIFORNIA 92252
TELEPHONE 760.366.8438 FAX 760.366.9528 email jbwd@jbwd.com

**CALL AND NOTICE OF SPECIAL MEETING
OF THE JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS**

Notice is hereby given that Mickey Luckman, President of the Joshua Basin Water District Board of Directors, hereby calls a Special Meeting of the Board of Directors of said District to be held Wednesday, April 3, 2013 at 4:30 pm at the Joshua Basin Water District office located at 61750 Chollita Road, Joshua Tree CA 92252 for the purpose of discussion and possible action on the following items:

PUBLIC COMMENT: At this time, any member of the public may address the Board on matters that are listed on the Special Meeting agenda. Please use the podium microphone.

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

CLOSED SESSION

At this time, the Board will go into closed session to conduct the annual performance evaluation of the District's General Manager pursuant to Government Code Section 54957 [Public Employee Performance Evaluation].

Dated: Mar 28, 2013



Mickey Luckman, President, Board of Directors
Joshua Basin Water District



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JOSHUA BASIN WATER DISTRICT
SPECIAL MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY APRIL 3, 2013 4:30 PM
61750 CHOLLITA ROAD, JOSHUA TREE CALIFORNIA 92252

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. CLOSED SESSION
At this time, the Board will go into closed session to conduct the annual performance evaluation of the District's General Manager pursuant to Government Code Section 54957 [Public Employee Performance Evaluation].
6. ADJOURN TO THE REGULAR MEETING OF APRIL 3, 2013 AT 7:00 PM



JOSHUA BASIN WATER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY APRIL 3, 2013 7:00 PM
61750 CHOLLITA ROAD, JOSHUA TREE CALIFORNIA 92252

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT: At this time, any member of the public may address the Board on matters within the Board's jurisdiction that are not listed on the agenda. Please use the podium microphone. The Board may not discuss at length or take action on items not on the agenda.
During either "Public Comment" Item, please use the podium microphone. State your name and have your information prepared and be ready to provide your comments to the Board. The District is interested and appreciates your comments. A 3-minute time limit may be imposed. Thank you.
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. Financial Report for February 2013
 - B. Approve Minutes of the 3 11 2013 Special Board Meeting
 - C. Approve Minutes of the 3 20 2013 Special Board Meeting
 - D. Approve Minutes of the 3 20 2013 Regular Board Meeting
7. HDMC WASTEWATER TREATMENT – PRESENTATION AND UPDATE BY MIKE METTS
8. AWARD OF BID FOR ARCHITECTURAL SERVICES FOR OFFICE SPACE NEEDS
Recommend that the Board authorize an agreement with Escalante Architects in an amount not to exceed \$5,000 plus expenses, with the ability to extend this in the future at the Board's discretion.
9. 2013 STRATEGIC PLAN
Recommend that the Board approve the attached Strategic Plan provided by Pat Caldwell, facilitator, with any changes.
10. COMMITTEE REPORTS:
 - A. PUBLIC INFORMATION COMMITTEE: President Luckman and Director Fuller: Kathleen Radnich, Public Outreach Consultant to report.

- B. RECHARGE BASIN AND PIPELINE PROJECT: Vice President Coate and Director Fuller
- C. HOSPITAL WASTEWATER PROJECT: President Luckman and Vice President Coate
- D. TANK RESTORATION PROJECT: Director Wilson and Vice President Coate
- E. RULES AND REGULATIONS UPDATE PROJECT: Director Fuller and Vice President Coate
- F. ADMINISTRATIVE CODE UPDATE PROJECT: Director Fuller and President Luckman

11. PUBLIC COMMENT

At this time, any member of the public may address the Board on matters within the Board's jurisdiction that are not listed on the agenda. Please use the podium microphone. The Board may not discuss at length or take action on items not on the agenda.

12. GENERAL MANAGER REPORT

13. DIRECTORS COMMENTS/REPORTS

14. DISTRICT GENERAL COUNSEL REPORT

15. FUTURE AGENDA ITEMS

16. 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.

This meeting is scheduled to be broadcast on Time Warner Cable Channel 10 on April 10 at 7:00 pm and April 17 at 7:00 pm. DVD recordings of Joshua Basin Water District Board meetings are available at the District office and at the Joshua Tree Library.

	BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE	AVERAGE DAILY BALANCE
GENERAL FUND					
-11100 PETTY CASH FUND	600.00	0.00	0.00	600.00	600.00
-11110 CHANGE FUND	1,500.00	0.00	0.00	1,500.00	1,500.00
-11200 GENERAL FUND-U S	94,340.16	411,839.05	355,977.83CR	150,201.38	120,399.32
-11210 PAYROLL FUND - U	58,373.87	106,956.58	108,854.67CR	56,475.78	10,671.30
-11220 CREDIT CARD FUND	62,821.91	67,797.14	63,850.18CR	66,768.87	43,873.04
-11300 LAIF - INVESTMEN	482,502.91	2,284.94	262,841.43CR	221,946.42	469,109.37
-11305 LAIF - EMERGENCY	1,000,000.00	0.00	0.00	1,000,000.00	1,000,000.00
-11306 LAIF - EQUIP & T	365,019.93	0.00	0.00	365,019.93	365,019.93
-11307 LAIF - OPPORTUNI	1,641,150.79	177,855.11	0.00	1,819,005.90	1,650,580.39
-11308 LAIF - WELL & BO	50,000.00	0.00	0.00	50,000.00	50,000.00
-11309 LAIF - CONSUMER	251,723.91	458.50	575.00CR	251,607.41	251,719.75
-11310 LAIF - WATER CAP	88,112.82CR	7,354.00	0.00	80,758.82CR	87,850.18CR
-11313 LAIF - SEWER CAP	193,622.42	11,104.00	0.00	204,726.42	194,018.99
-11315 LAIF - CAPITAL P	0.00	0.00	0.00	0.00	0.00
-11320 LAIF- CMM REDEMP	314,839.21	6,069.82	0.00	320,909.03	317,657.34
-11325 LAIF - CMM RESER	274,834.89	0.00	0.00	274,834.89	274,834.89
-11330 LAIF - CMM PREPA	2,978.35	0.00	0.00	2,978.35	2,978.35
-11338 LAIF - HI DESERT	1,861,850.50	0.00	1,709.94CR	1,860,140.56	1,860,198.40
FUND 01 TOTAL	6,568,046.03	791,719.14	793,809.05CR	6,565,956.12	6,525,310.89
REPORT TOTALS	6,568,046.03	791,719.14	793,809.05CR	6,565,956.12	6,525,310.89



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Cash Flow
February 28, 2013

Beginning Cash			6,568,046.03
SOURCE OF FUNDS:			
Water A/R Collections	200,240.54		
Turn On/Misc	5,042.56		
Consumer Deposits	5,175.00		
Project Deposits	0.00		
Property Taxes G.D.	7,181.13		
ID #2 Tax Collections	15,612.15		
Standby Collections - Prior	4,737.56		
Standby Collections - Current	18,030.24		
CMM Assessment Collections	6,069.82		
Water Capacity Charges	7,354.00		
Sewer Capacity Charges	11,104.00		
Meter Installation Fees	3,206.00		
Interest	0.00		
TOTAL SOURCE OF FUNDS		<u>283,753.00</u>	
FUNDS USED:			
Debt Service	0.00		
Capital Additions	21,386.11		
Operating Expenses	128,989.28		
Employee Funded 457 Transfer	2,255.39		
Bank Transfer Payroll Taxes	34,215.52		
CalPERS Transfer	27,691.53	<u>214,537.83</u>	
Bank Transfer Payroll	69,416.78		
Bank Transfer Fees/Charges	1,888.30	<u>71,305.08</u>	
TOTAL USE OF FUNDS			<u>285,842.91</u>
Net Increase (Decrease)			(2,089.91)
Cash Balance at End of Period			<u><u>6,565,956.12</u></u>

01 -GENERAL FUND
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 66.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
REVENUES	<u>4,706,850</u>	(<u>276,439.36</u>)	<u>4,473,347.83</u>	<u>0.00</u>	<u>233,501.73</u>	<u>95.04</u>
TOTAL REVENUES	4,706,850	(276,439.36)	4,473,347.83	0.00	233,501.73	95.04
<u>EXPENSE SUMMARY</u>						
Production	1,114,394	68,740.82	528,168.65	0.00	586,225.36	47.40
Distribution	653,565	42,400.90	347,944.97	0.00	305,620.33	53.24
Customer Service	530,897	65,684.72	338,447.39	0.00	192,449.39	63.75
Administration	558,635	25,518.83	320,349.81	0.00	238,285.31	57.35
Engineering	194,638	15,620.42	115,526.17	0.00	79,112.08	59.35
Finance	435,923	33,194.66	267,328.68	0.00	168,594.67	61.32
Personnel	140,801	25,482.55	55,794.61	0.00	85,006.32	39.63
Legal	104,000	4,720.25	74,157.47	0.00	29,842.53	71.31
Bonds & Loans	595,491	56.82	289,137.10	0.00	306,353.41	48.55
Benefits Allocated	(0)	0.00	0.00	0.00	(0.01)	0.00
Field Allocated	0	0.00	0.00	0.00	0.00	0.00
Office allocated	(1)	0.00	0.00	0.00	(0.62)	0.00
Non-departmental	<u>194,998</u>	(<u>502,609.00</u>)	(<u>502,609.00</u>)	<u>0.00</u>	<u>697,606.85</u>	<u>257.75</u>
TOTAL EXPENSES	4,523,341	(221,189.03)	1,834,245.85	0.00	2,689,095.62	40.55
REVENUE OVER/(UNDER) EXPENSES	183,508	(55,250.33)	2,639,101.98	0.00	(2,455,593.89)	1,438.14

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL MEETING OF THE BOARD OF DIRECTORS
March 11, 2013

1. CALL TO ORDER: 9:02 AM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Victoria Fuller	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Absent

STAFF PRESENT:

Joe Guzzetta, General Manager
Susan Greer, Assistant General Manager/Controller
Randy Little, Water Production Supervisor
Jim Corbin, Distribution Supervisor
Keith Faul, GIS Coordinator
Marie Salsberry, HR Manager/Administrative Specialist
Anne Roman, Accountant

CONSULTANTS PRESENT:

Mike Metts, District Engineer; Dudek
Kathleen Radnich, Public Outreach Consultant
Pat Caldwell, Meeting Facilitator

GUESTS 0

4. APPROVAL OF AGENDA

MSC Reynolds/Fuller 4/0 (1 Absent) to approve the agenda for the March 11th 2013 Special Meeting of the Board of Directors.

5. PUBLIC COMMENT

None.

6. STRATEGIC PLANNING WORKSHOP

President Luckman introduced Pat Caldwell, who was present to facilitate the strategic planning workshop, and had others in attendance introduce themselves. Ms. Caldwell explained that the expected outcome of the session was that the Board would establish new goals and continue with goals that had been established in prior years. Attendees first listed trends affecting the District in the following four areas: economy, political, education and social. The group then continued with the SWOT analysis under Ms. Caldwell's direction, identifying strengths, weaknesses, opportunities and threats. Previous years' strategic plans were reviewed. The group discussed concerns that had been identified by Directors in individual interviews that had been held prior to this meeting.

A list of prioritized goals and objectives was compiled. Ms. Caldwell noted that she would prepare a follow-up report for the Board and staff.

7. PUBLIC COMMENT

None.

8. ADJOURNMENT 2:35 PM

MSC Reynolds/Fuller 4/0 (1 Absent) to adjourn the March 11 2013 Special meeting of the Board of Directors.

Respectfully submitted:

Joe Guzzetta, General Manager

The next Regular meeting of the Board of Directors is scheduled for March 20, 2013 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT
Minutes of the
SPECIAL MEETING OF THE BOARD OF DIRECTORS
March 20, 2013

1. CALL TO ORDER: 6:30 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Victoria Fuller	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT:

Joe Guzzetta, General Manager
Marie Salsberry, HR Manager/Administrative Specialist
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT: Gil Granito, District Counsel

GUESTS 0

4. APPROVAL OF AGENDA

MSC Fuller/Reynolds 5/0 to approve the agenda for the March 20th 2013 Special Meeting of the Board of Directors.

5. CLOSED SESSION

The Board went to closed session at approximately 6:32 pm; the meeting resumed in open session at 6:55 pm. District legal counsel Gil Granito reported that the Board had met in closed session to consult with the District's legal counsel on the matter reflected in Item #5 the agenda and no reportable action was taken during the closed session.

6. ADJOURNMENT 6:57 PM

The meeting was adjourned to the March 20, 2013 Regular meeting of the Board of Directors.

Respectfully submitted:

Joe Guzzetta, General Manager

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
March 20, 2013

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Frank Coate	Present
Victoria Fuller	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT:

Joe Guzzetta, General Manager
Susan Greer, Assistant General Manager/Controller
Marie Salsberry, HR Manager/Administrative Specialist
Keith Faul, GIS Coordinator
Anne Roman, Accountant

CONSULTANTS PRESENT:

Gil Granito, District Counsel
Kathleen Radnich, Public Outreach Consultant

GUESTS 14

4. APPROVAL OF AGENDA

MSC Reynolds/Fuller 5/0 to approve the agenda for the March 20th, 2013 Regular Meeting of the Board of Directors.

5. PUBLIC COMMENT

None.

6. CONSENT CALENDAR

MSC Fuller/Coate 5/0 to approve the minutes of the March 6, 2013 Regular Meeting of the Board of Directors and to approve the check audit report for February 2013.

7. BRIDGES' APPEAL FOR REQUIREMENT OF FIRE HYDRANT

Director Coate reported for the Ad Hoc Rules and Regulations committee, stating that the committee recommended that the Board authorize the District to provide a fire hydrant at no cost to the applicant, to be installed at the applicant's expense for the proposed line serving 61160 Trentwood Drive; staff concurs with the recommendation.

Director Reynolds requested that his comments be held until after other discussion. District legal counsel Gil Granito stated that Director Reynolds had previously recused himself from discussion of this topic; however Director Reynolds will rescind his voluntary recusal as there is no financial interest or conflict of interest in this matter. Director Reynolds stated that he would participate in discussion and action on this matter.

Doris Bridges commented that she agreed with the committee's recommendation but did not agree with the

need for a mainline.

Director Reynolds made a motion to grant the Bridges a variance to allow a remote meter to serve the property. Director Wilson seconded the motion. Discussion ensued.

Director Fuller noted that the ad hoc committee had several discussions including with staff and the District engineer and the committee felt it could not support a variance to the District's existing remote meter policy. Vice President Coate stated that the request does not meet the District's requirements for remote meter.

Richard Fountain of Joshua Tree commented opposing the District's water mainline extension policies.

President Luckman commented that although she is sympathetic she is not in favor of a variance to the remote meter policy.

Director Reynolds commented that there are exceptions to every rule and the board has the latitude to grant the variance in this very special circumstance.

President Luckman called for a vote on the motion made by Director Reynolds and seconded by Director Wilson; the motion failed:

Coate	No
Fuller	No
Luckman	No
Reynolds	Aye
Wilson	Aye

Vice President Coate made a motion with Director Fuller seconding the motion, to authorize the District to provide a fire hydrant at no cost to the applicant, to be installed at the applicant's expense for the proposed line serving 61160 Trentwood Drive. After further discussion the Board voted as follows:

Coate	Aye
Fuller	Aye
Luckman	Aye
Reynolds	No
Wilson	No

8. APPOINTMENTS TO CITIZENS ADVISORY COMMITTEE

General Manager Joe Guzzetta reported that the District has received five applications from members of the public for appointment to the Citizens Advisory Committee. After brief discussion the Board took the following action:

MSC Reynolds/Coate 5/0 to appoint the five applicants to the Citizens Advisory Committee.

9. DEMONSTRATION GARDEN IMPROVEMENTS

GM Guzzetta introduced the District's conservation coordinator Deborah Bollinger. Ms. Bollinger reported on the proposed demonstration garden signage. Director Reynolds requested that local sign companies be consulted regarding this project. GM Guzzetta noted that staff could check local companies to see if they can offer the same product as what has been recommended. It was noted that this item was included in the District's supplemental budget.

Director Fuller read a letter to the editor praising the District's demonstration garden. Director Fuller noted that the garden shows how water can be conserved.

Director Wilson commented opposing the garden improvements.

MSC Coate/Fuller 3/2 to approve staff recommendation to approve the educational interpretative plan for the Demonstration Garden and to authorize the use of \$10,000 in the Supplemental Budget for the purchase of signs to implement the educational interpretive program.

Director Reynolds commented that he has supported the garden and a substantial part of the cost for the garden was from grants; however he does not agree with this expenditure.

Coate	Aye
Fuller	Aye
Luckman	Aye
Reynolds	No
Wilson	No

10. MID-TERM BUDGET REVIEW

Assistant General Manager/Controller Susan Greer reported on the status of the District's operational budget noting that the district is tracking well and feels comfortable with the operational budget at this time.

General Manager Guzzetta reported on the District's supplemental budget and reviewed the status of many of the significant projects funded under the supplemental budget.

Director Reynolds requested information on results of the large meter testing, and the cost of having large meters tested compared to the cost of replacement.

MSC Reynolds/Coate 5/0 to table consideration of the request for additional funding for large meters pending receiving additional information as requested.

MSC Reynolds/Coate 4/1 to approve staff recommendation to approve an additional \$4,000 for a new wall in the shop.

Coate	Aye
Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

11. INDEMNITY AGREEMENT WITH MOJAVE WATER AGENCY FOR PROPOSITION 84 FUNDING FROM DEPARTMENT OF WATER RESOURCES

GM Guzzetta reported that Mojave Water Agency has signed an agreement with the Department of Water Resources for eight million dollars in grant funds, three million of which are for JBWD for the Recharge Basin and Pipeline project. Mojave Water Agency requires the indemnity agreement with JBWD in order for JBWD to receive the grant funds. Board discussion ensued.

MSC Coate/Reynolds 4/1 to approve staff recommendation to authorize the indemnity agreement with Mojave Water Agency (MWA) which is necessary to utilize the \$3 million Proposition 84 grant from California Department of Water Resources (DWR) for construction of the Ground Water Recharge Basin and Pipeline, contingent upon the other two parties approving the same agreement.

Coate	Aye
Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

12. CITIZENS ADVISORY COMMITTEE REPORT

Jay St. Gaudens, Chairperson of the District's Citizens Advisory Committee reported that the committee met and discussed the proposed signage for the demonstration garden. He welcomed the new CAC members.

13. COMMITTEE REPORTS

- A. PUBLIC INFORMATION COMMITTEE: President Luckman and Director Fuller: Kathleen Radnich, Public Outreach Consultant reported the Public Information Committee has discussed offering an opportunity to home-schoolers for a morning of education in the demonstration garden. The District will be working with local merchants to address any concerns about the recharge pipeline construction. On March 8 the garden was dedicated by the National Wildlife Federation as a certified wildlife habitat.
- B. RECHARGE BASIN AND PIPELINE PROJECT: Vice President Coate and Director Fuller: No report.
- C. HOSPITAL WASTEWATER PROJECT: President Luckman and Vice President Coate: No report.
- D. TANK RESTORATION PROJECT: Director Wilson and Vice President Coate: No report.
- E. RULES AND REGULATIONS UPDATE PROJECT: Director Fuller and Vice President Coate: The committee met with staff today and began the process of reviewing the District's rules and regulations.
- F. ADMINISTRATION CODE UPDATE PROJECT: Director Fuller and President Luckman: No report.

14. PUBLIC COMMENT

Steven Whitman of Joshua Tree commented in favor of the Board's decision to waive the cost for a fire hydrant. He stated that he has been re-appointed to the Citizens Advisory Committee (CAC) and noted that another CAC member is very experienced with geographic information systems.

Jay St. Gaudens of Joshua Tree commented that asphalt repairs are needed along the recharge pipeline construction route.

15. GENERAL MANAGER REPORT

GM Guzzetta reported that the contractor that is installing the recharge pipeline will be resurfacing the asphalt that has been disturbed.

16. DIRECTORS COMMENTS/REPORTS

Director Reynolds welcomed new CAC members. He reported attending the Mojave Water Agency Board meeting where that agency was reviewing their strategic plan. He attended the Association of San Bernardino County Special Districts meeting where a presentation was given on cost savings that had been realized by a large agency using alternate energy such as solar and windmill.

Director Wilson commented on a pipeline replacement project that was engineered but nothing further was done.

Vice President Coate noted he has requested the general manager to ask the contractors already working on District projects what the cost would be to replace pipeline on Veterans Way. He reported attending the District's Strategic Planning Board meeting and the Morongo Basin Pipeline Commission (MBPC) meeting where he was appointed as the alternate member from the MBPC for the integrated regional water management plan.

17. DISTRICT GENERAL COUNSEL REPORT

District Legal Counsel reported on Assembly Bill 416 that would allow local districts to apply for funds for energy-efficient projects.

18. FUTURE AGENDA ITEMS

Director Reynolds requested the ad hoc committee and the Board review remote water meter policy.

19. CLOSED SESSION

The Board went to closed session at 8:53 pm for a discussion with the District's legal counsel pertaining to the matter described in Item 19 of this meeting's agenda. The Board resumed meeting in open session at 9:56 pm; no reportable action was taken during the closed session.

Vice President Coate reported on his trip to Washington DC with the General Manager, meeting with legislators and staff members of agencies to seek funding for District projects. He commended the General Manager in conducting the business of the District in Washington DC.

The Board called a special meeting for Wednesday April 3, 2013 at 4:30 pm to continue the annual evaluation of the General Manager.

20. ADJOURNMENT 9:55 PM

The meeting was adjourned at 10:00 pm.

Respectfully submitted:

Joe Guzzetta, General Manager

The next regular meeting of the Board of Directors is scheduled for April 3, 2013 at 7:00 pm.

JOSHUA BASIN WATER DISTRICT
SUPPLEMENTAL DATA SHEET

Regular Meeting of the Board of Directors

April 3, 2013

Report to: Members of the Board

From: Joe Guzzetta, General Manager 

TOPIC: AWARD OF BID FOR ARCHITECTURAL SERVICES FOR OFFICE SPACE NEEDS

RECOMMENDATION: That the Board authorize an agreement with Escalante Architects in an amount not to exceed \$5,000 plus expenses, with the ability to extend this in the future at the Board's discretion.

ANALYSIS: One of the Board's priorities noted in the Strategic Plan is to "conduct a facilities plan and assessment to identify space needs and estimated costs, for a new or upgraded headquarters building."

The attached proposal would evaluate the near-future square-footage needs of the District (as opposed to "build-out" needs) and the estimated cost. The architect will submit three alternative conceptual plans. A Final Conceptual Design" will be developed based on the District's preferred alternative. The architect will also provide plans for rearranging the existing offices for better work flow and efficiency.

It should be clarified that this will result in conceptual plans, not working drawings. Those would come later and would require an additional budget. The proposed agreement would allow the District to continue using the services of Escalante Architects or to solicit further proposals for those services.

One purpose for this conceptual plan is to be able to seek opportunities for funding for an Emergency Operating Center (EOC), although federal funds for such purposes are shrinking.

There is currently no space in the building that is suitable for hanging maps and screens, setting up desks, phones, and other facilities needed in a serious emergency. An EOC could provide space for those facilities as well as some office space for the District's part-time Emergency Services Officer and Safety/Security Officer.

This proposal is consistent with the Strategic Plan. Financial impact would be \$5,000 plus expenses. Funds are budgeted in the supplemental budget.

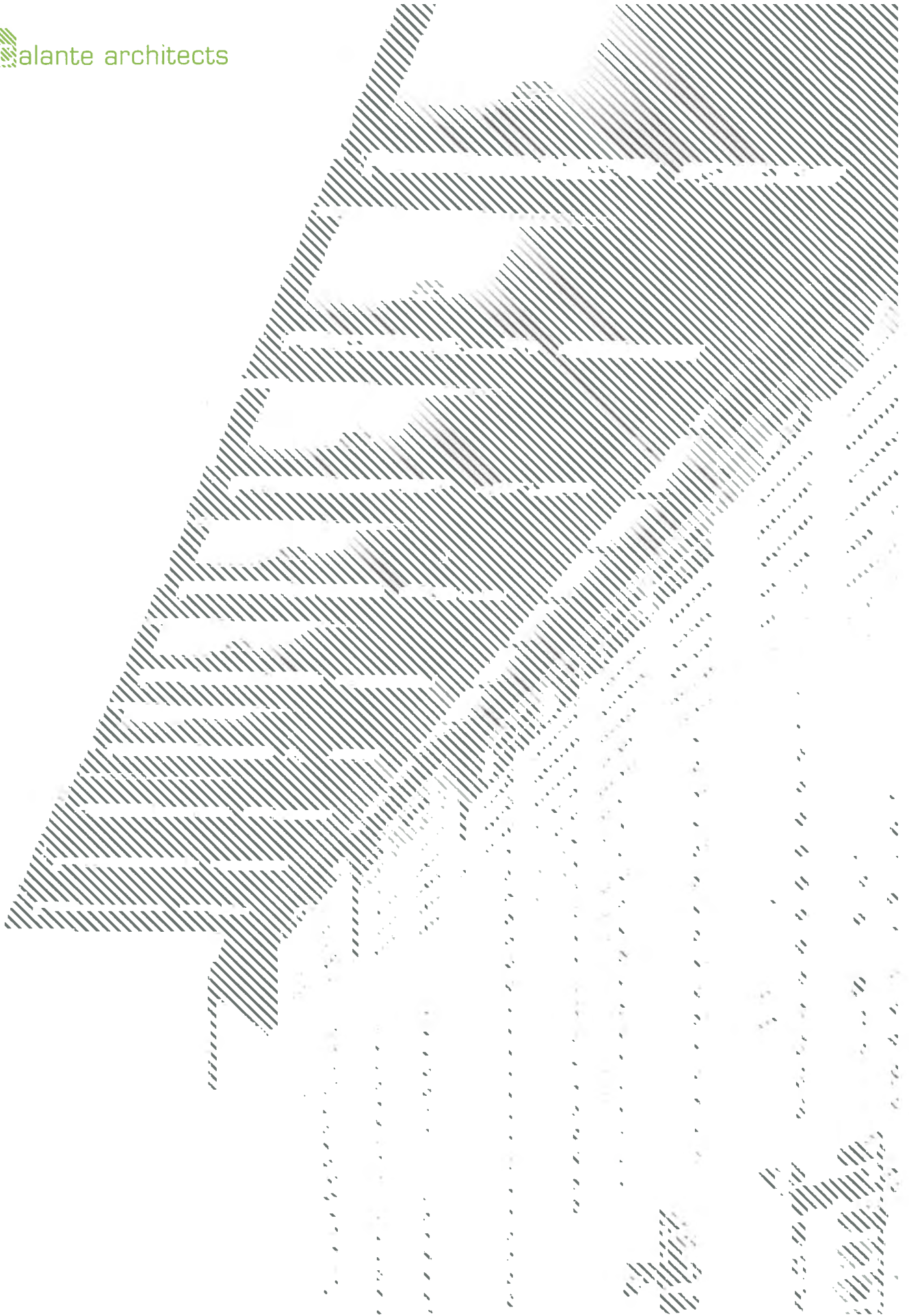


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Escalante Architects & Planners
 121 South Palm Canyon Drive
 Suite 222
 Palm Springs, CA 92262

p. (760) 323 1925
 f. (760) 320.7897
email:
office@escalantearchitects.com

website:
<http://www.escalantearchitects.com>



CVEP Headquarters - Historical Adaptive Reuse

INTRODUCTION



121 South Palm Canyon Drive - Suite 222 - Palm Springs - California - 92262 - p. 7603231925 - contact email: office@escalantearchitects.com
Architecture - Master Planning - Interior Design - Historic Restoration - Entitlements - Design/Build - website: https:// www.escalantearchitects.com

February 19, 2013
Mr. Joe Guzzetta
Joshua Basin Water District
71750 Chollita Road
Joshua Tree, CA 92252

RE: ARCHITECTURAL SERVICES ASSOCIATED WITH MASTER PLANNING & BUILDING
IMPROVEMENTS JOSHUA BASIN WATER DISTRICT.

Dear Mr. Guzzetta:

It is with great pleasure and enthusiasm Escalante Architects' is submitting a Proposal for Architectural Services associated with Master Planning and Building Improvements for the current facilities of the Joshua Basin Water District, in Joshua Tree, California.

Escalante Architects has analyzed the needs of your project for building improvements and Master Planning services, and we understand the overall vision of the project. All must be achieved with a level of efficiency, functional clarity and elegance in the end-product. We believe after viewing the existing conditions of the site and the architectural square footage, in addition to, analyzing the District's Master Planning vision, climatological conditions, the project offers an opportunity to provide functional spaces for the your staff's needs in order to achieve its potential. We pride ourselves of never repeating a design, but rather taking each new project as an opportunity to discover functional and sustainable solutions to all projects we undertake to surpass the Client's values and aspirations.

Escalante Architects, located in downtown Palm Springs, is well known in the Coachella Valley for our sensitivity to unique challenges associated with designing in our desert communities. We continue to receive accolades for the integrity and function of our work and we are also recognized for our approach to **high quality public project's design** and collaborative practice. Highlights among the many projects we have completed in our 19 year history, to are the Department of Mental Health Outpatient Clinic for Children with Mental & Behavioral Disorders for the County of Riverside, Renovation and Expansion of Desert Water Agency, in Palm Springs, and Renovation, Master Planning for Fire Department Station 50, in Rancho Mirage. Each of these built-projects exhibits the result of positive exchanges with all stake holders in achieving an end-product meeting our Client's goals for quality, budget and schedule.

As you will see in our proposal, our firm is experienced and invested in carefully designed, well-built public facilities and Master Planning, design, with expertise in the pre-design and entitlement phase and also from design through building permitting and complete project delivery. Our firm's background and relevant experience are included, as well as our team capabilities and samples of our work, focusing on our public projects relevant to your needs. I am very proud of each project we've executed has surpassed our Client's expectations. I hope you will see that our attention to detail, site and climate, and great spaces produce unique results for each of our clients.

As a team, we are committed to our clients and strongly believe in fostering respectful and long-term relationships with them and providing service that supports those relationships. As founding principal of our firm, I am dedicated to making your project and your efforts everything they can be and I will remain active in your project from the start until the very end. Each project we undertake is a special opportunity, and we would enjoy designing a project you will enjoy from the very beginning of the process and for a long time to come. We currently have the resources available to successfully accomplish your project. We look forward to your favorable response and hope we will have the opportunity to work with you and provide professional services beyond excellence.

Sincerely,

Ana Escalante, AIA
President

FIRM QUALIFICATIONS

FIRM HISTORY & EXPERIENCE

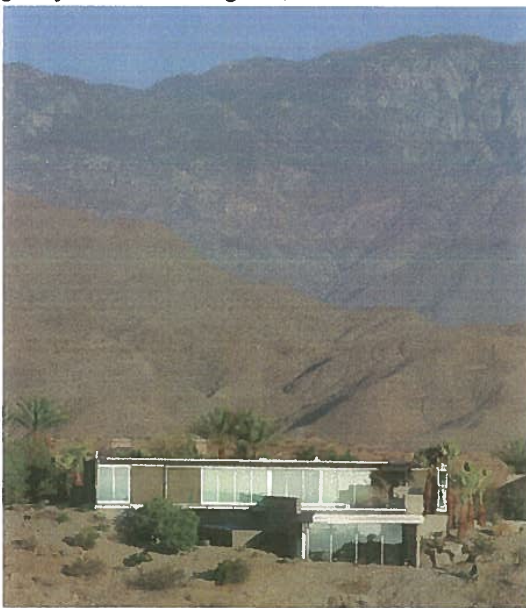
ESCALANTE ARCHITECTS, located in downtown Palm Springs, is well known in the Southern California and the Coachella Valley for our sensitivity to unique challenges, whether physical, political, or practical, associated with designing and building in the desert communities. The firm continues to receive accolades for the beauty and function of our built work; we are also recognized for our approach to *Public Buildings Design, Master Planning and Sustainability*.

Ana Escalante began her practice, (Escalante Architects) in June 1993, with one person in a garage, and the basic principles by which the firm operates have remained true. Still, we continue to hone our skills and re-evaluate perspectives through each project and project delivery we undertake.

Since the onset of our practice, the firm has been dedicated to designing and building *elegant, sophisticated and well-crafted projects, buildings and spaces*. We believe that successful projects are responsive to the environment, meet clients' budgetary and schedule goals, have a timeless archi-

tectural quality to them, and belong to the place. Today, Escalante Architects employs five professional staff and two contract employees and two intern architects, in addition to, regionally recognized consultants in the fields of Engineering and allied professions.

Escalante Architects continues to produce very carefully planned and detailed projects with a high level of creativity and innovation. Rigorous attention is paid to development of the buildings' components and systems, using Building Imaging Technology (BIM) to share with the Client, the development of the project in a realistic and three-dimensional form. BIM is a design tool used by Escalante Architects to convey the quality of space, views, etc. Ultimately, our goal is to provide each project with a unique architectural expression, extraordinary performance and savings to the Client without sacrificing the end-product, as well as ensuring that information is clear and flows well to Clients, Consultants, Regulatory Agencies, and Collaborators.



Greenbaum Residence: Facing East

DESIGN PHILOSOPHY

ESCALANTE ARCHITECTS was recently honored by the Architecture & Design Museum's board and advisors to **The 20/20**, "a select group of Los Angeles preeminent architects and designers" - <http://www.aplused.org/20-20> - As Pritzker Laureate Frank Gehry stated: "Escalante Architects work shows a pristine and distinctly original voice in today's world of architectural confusion"

Escalante Architects has established its roots in Southern California and Palm Springs contributing in the evolution of the distinctive Architecture initiated by the California Modern Masters. We are focused on sustainable design which contributes to the healthy and harmonious future of our communities. Escalante team offers a thorough understanding of public buildings, climatology and architectural heritage, total principal involvement throughout the project, and most importantly, creativity and commitment to bring the Client's goals to completion in a timely manner, with cost-effective and elegant design solutions.

These basic fundamentals establish Escalante Architects' core values:



Linsky Residence. Underground Passage

- Philosophically, our firm was founded on the knowledge that the practice of architecture is not a single-track journey. Our firm is continually sustained by the actual practice of the profession, but also balanced and enriched by research, teaching and exploration of the latest technological developments in sustainability, building modeling and system integration. This variety of practical commitment is reflected in the rich, versatile and yet purposeful buildings we create and build.
- We have spent much of our lives in the desert communities and our experience with its extreme climate brings an indelible influence to our architectural design approach. We understand at a visceral level the impact of *climatology and site planning*, and apply those sensibilities from the inception of a project.
- We are aware that a project should be viewed and developed simultaneously from both macro- and micro- perspectives. A design's impact on the Client's "Needs Assessment" and its contextual relationship to its neighbors are our vital concerns, as are addressing the human aspect of comfort, clarity of spaces and feasibility of construction, cost and maintenance.
- Our work is dedicated to fostering a sense of connection and interaction for building's users (Staff and Public). We seek to create spaces of openness and accessible purpose. In public work, we provide spaces bringing people together and foster productivity, propinquity & connections to the landscape and surroundings.
- Escalante Architects is devoted to exploring these complementary ideas about Architecture: challenging conventions of material, enclosure, structure and technology in order to create sustainable solutions. These solutions also express a story about a place

and its inhabitants, the site and the neighborhood, to make buildings and spaces that are innovative and lasting assets to the client and to the community at large.

- As practitioners, we are keenly in touch with cutting-edge advances in the field of Architecture, and our designs reflect an enthusiasm for establishing creative opportunities, rather than an architecture that simply re-applies current knowledge and formulas.
- We systematically assess and interpret ideas, form and space from a variety of starting points, which lend great freedom. Then, as a design progresses, we rely on a solid foundation of architectural science to develop levels of depth and detail, while instilling the residence with real value and a definite integrity of the architecture.
- Our work often exhibits a *present-time modern appearance*, reflecting our commitment to making architecture which responds to its time and conditions with the most relevant means, materials, and ideas. However, there is often a necessary and rational way to integrate new buildings with an established context. Design is a process of evolution and synthesis, incorporating elements of existing styles and contexts requires a careful assessment of the background, function and meaning of those elements. We enhance the design process by our dedication to refine each project with clarity and usefulness which respect the Client, the program, and the sense of place which our buildings create.
- We value the character of communities, both in our participation and in the ways in which we build. This reinforces our commitment to greater sustainability, and it manifests our enthusiasm for great design projects. Our Clients benefit by thoughtful use of land resources, and each effort we make

within our cities helps to reduce and resist sprawl and consumption, while enhancing the places we inhabit.

- In order to maximize the value of our design services, we carefully review our drawings and perform full reviews of all project team submittals. Coordination and cost and quality control are part of each phase of project work. Particular care is given to developing the construction package to provide clear and comprehensive information to builders and reviewers. Continuing attention by senior staff help maintain consistency, respect, and efficiency throughout the design and construction of each of our projects.

Over the past 20 years, Escalante Architects has evolved to provide expanding yet quality-focused service and achieve success with a wide array of design challenges. As an efficient firm, we maintain the involvement of our principals and senior staff through all stages of design, and we understand this is a vital factor in our success. We have carefully managed our growth by several selective and strategic priorities:



Tahquiltz Visitor Center : Entry Bridge

- We take on projects that match our interests, experience and capabilities. We will not propose on projects if we feel we cannot meet either the Client or the Community expectations, or where we and the Community cannot support and appreciate the project's priorities.

- We are selective in our partnering policies. Collaboration is a key value for Escalante Architects, with our clients as well as with consultants, city officials, community participants and builders. The gathering of experience, insight, and talent is crucial to the success of any project, and we push to work with and learn from the best, in order to also bring our best to fruition.

- Thoughtful management, cultivation, and assessment of the myriad opinions, voices, and personal priorities on each project is a key aspect of our role as architects. We work hard to maintain the clarity of the project and its core values while assuring respect and productivity among the team and to the larger community context.

- The commitment we make to maintain principal attention on each project requires careful planning and organized communication and scheduling. We recognize the value of timely action and response, and we strive to provide our clients with excellent service, a well-managed process, and a lasting, beautiful project.

Additionally, Escalante has an intimate knowledge of the nuances of getting projects approved and built in the County of San Bernardino and Riverside, providing our Clients and the project team with strategic insight into how and when to engage regulatory agencies having jurisdiction over the project and seeking community in support of the project.



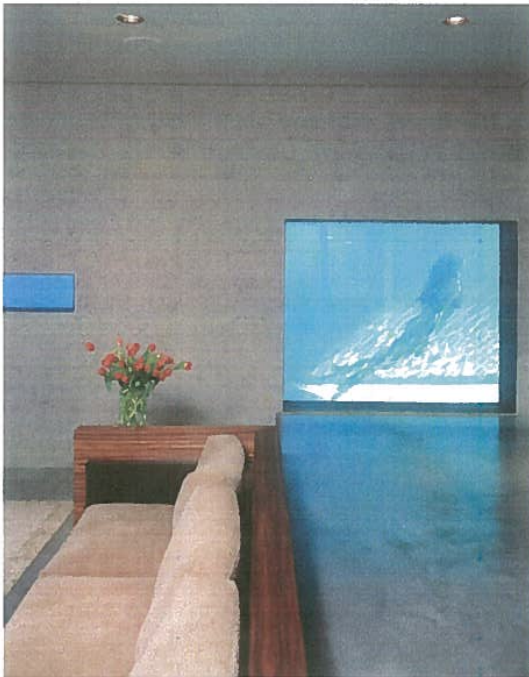
Desert Water Agency Maintenance Facility, Palm Springs, California

PROJECT DESIGN APPROACH

With the expanding awareness of the public sector's needs of repurposing & maximizing existing facilities, and impact of new projects in the built environment, Escalante Architects focuses on the careful analysis of Client's needs and the larger community allows us to develop a "consensus-building methodology", expediting the approval process. We have been trained to respect resources and impacts of our designs places on the environment. , Our firm has always maintained a commitment to providing a comprehensive approach to design and sustainable practice.

Taking advantage of careful site analysis, climatology and systems integration in architectural projects, Escalante Architects has been successful in reinterpreting local vernacular, historical detailing and spatial conception while searching for an economical solution in improving existing facilities designing new buildings and Masterplanning.

For example, at the MATES - Manueving Area



Greenbaum Residence: Swimmer viewed through glass

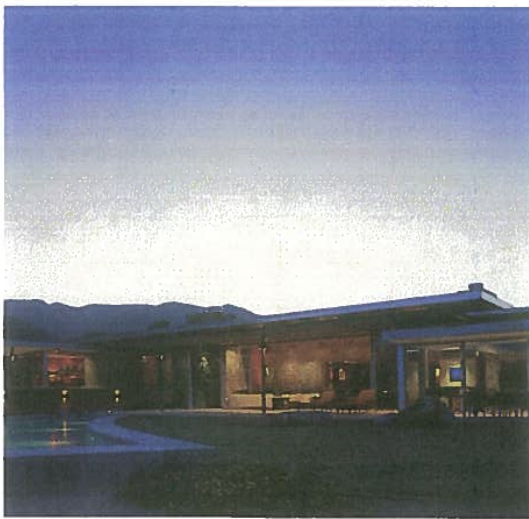
Training Equipment Site, for the US Army, the Client's need to insure daily training becomes an integral part of the design of the project. Incorporation of maintenance pods into a restricted area, in addition to, a two mile circulation columnnade between pods became a challenge. We were able to satisfy the Client's request by attaching the pods to the administration environment, and articulating the remaining parts of the architectural program around it. Furthermore, we incorporated a series of mechanical portals varying in size from 5 ft by 160 SF to 200 SF, throughout the complex separating Incompatible functions required by the project . In addition, the client's request for a "LEED" qualified project within a \$350.00 construction cost were satisfied by using sustainable systems as part of the architectural aesthetics, resulting in a highly modern and functional building.

Scale, efficiency and security of the Complex was tailored to provide spaces that can be conducive to interaction and work, during the different seasons of the year, Summer and winter outdoor/indoor areas were incorporated in the overall project, to maximize human comfort even during the diurnal nocturnal variations typical of the extreme climates, where temperatures can oscillate up to 40 degrees in a single day. Thus, the complex facility, like the US Army philosophy embodies a disciplinarian statement of the venerable institution, its philosophy, life style and values.

REGULATORY AGENCY EXPERIENCE

ESCALANTE ARCHITECTS has worked effectively with a range of regulatory and service agencies to bring our projects to fruition, and we have established relationships of respect and appreciation which have continued to expand our opportunities.

- *City of Rancho Mirage:* The firm's working relationships established with the City of Rancho Mirage has been one of mutual respect and trust, with all departments. From the Planning Department, Building & Safety and Engineering. In fact, at public hearings our projects have been selected as "milestones" that other local firms should emulate, for their resolution, sensitivity and elegance.
- *City of Palm Springs:* Service to the City's Architectural Advisory Committee and active involvement with all levels of City government have fostered our reputation as a respected design resource. Numerous private and public projects within Palm Springs have been produced with great success, and our relationships with the Planning, Building, and Economic Development & Fire Department, provide a continuing source of opportunity and involvement.



Linsky Residence. View at Dusk

- *City of Yucca Valley:* The firm's working relationships established with the City of Yucca Valley can be traced to the inception of Escalante Architects. Our projects in the City have received accolades by the Planning Department, Planning Commission and City Council, through out the the years. They have varied in scope and building type, have-fostered a positive reception with staff and led to a referral to renovate a City public building.
- *Division of the State Architect:* Careful attention to detail and responsive coordination of projects under the jurisdiction of DSA, has placed Escalante Architects in a position to negotiate approvals for projects yielding appreciation by the Client for its thoroughness beyond expectations.
- *Agua Caliente Band of Cahuilla Indian Tribe:* Thoughtful exploration of a new aesthetic which incorporated a philosophy of site- and resource-conscious design helped establish a relationship which continued through several projects and services.
- *County of San Bernardino:* We worked in conjunction with the City's Planning and Building Departments to assure approvals of a lodge, an existing building requiring significant improvements, seismic retrofit and expansion. However, the positive impact of the project, now represents the County's desire to foster a comprehensively designed commercial presence in the hospitality arena.
- *Riverside County Economic Development Agency:* Our work with the County, has allowed us to establish a good reputation by diligently collaborating with officials, project managers and all regulatory agencies in achieving a variety of project delivery at an efficient construction cost.

PROJECT TEAM

Project staffing is guided by our fundamental approach to partner commitment through all phases of each project Escalante Architects undertakes. Escalante Architects staff members provide a wide range of architectural expertise, from conceptual design to project management to CAD specialists, planners, and renderers. The roles and responsibilities for each of our key staff members are:

- Ana Escalante, AIA, Founder / President. Ana personally leads each design and construction procurement effort, and she is responsible for setting the direction of projects and monitoring them on a regular basis to assure that things are done to the expectations of the Client.

Ana also has extensive experience with public projects and with agency approval processes. Ana served on the American Institute of Architects Inland Chapter as a Director & Treasurer for six years, the City of Palm Springs Architectural Review Board for seven years, where she offered critiques, recommendation and referrals to numerous new projects in the City/Counties at every scale. Her broad familiarity with design challenges of the area helped her assist different public entities to refine their projects and helped guide Coachella Valley, Riverside and San Bernardino County, continuing existing facilities improvements and Master Planning.

- Peter Blackburn, Project Manager. In this role he will coordinate the activities of the entire team from beginning to completion of projects. He will also work closely with Ana Escalante to develop the design and meet the project's milestones.

Peter has over 18 years experience in architecture and construction. Since joining Escalante Architects in 2001, Peter has managed and contributed to numerous complex private residences, such as

the Unitarian Fellowship and Desert Water Agency Expansion and Fire Station 50, in addition to, a wide range of other institutional, educational, commercial and residential buildings.

- Guadalupe Morin, Project Technical Manager. In this role Lupe will manage the project scope and needs of the facility and communicate with the client, local, county and state agencies and job captain from beginning to completion of projects. Guadalupe will also work closely with Ana Escalante and the project team to coordinate activities to meet the schedule and budget.

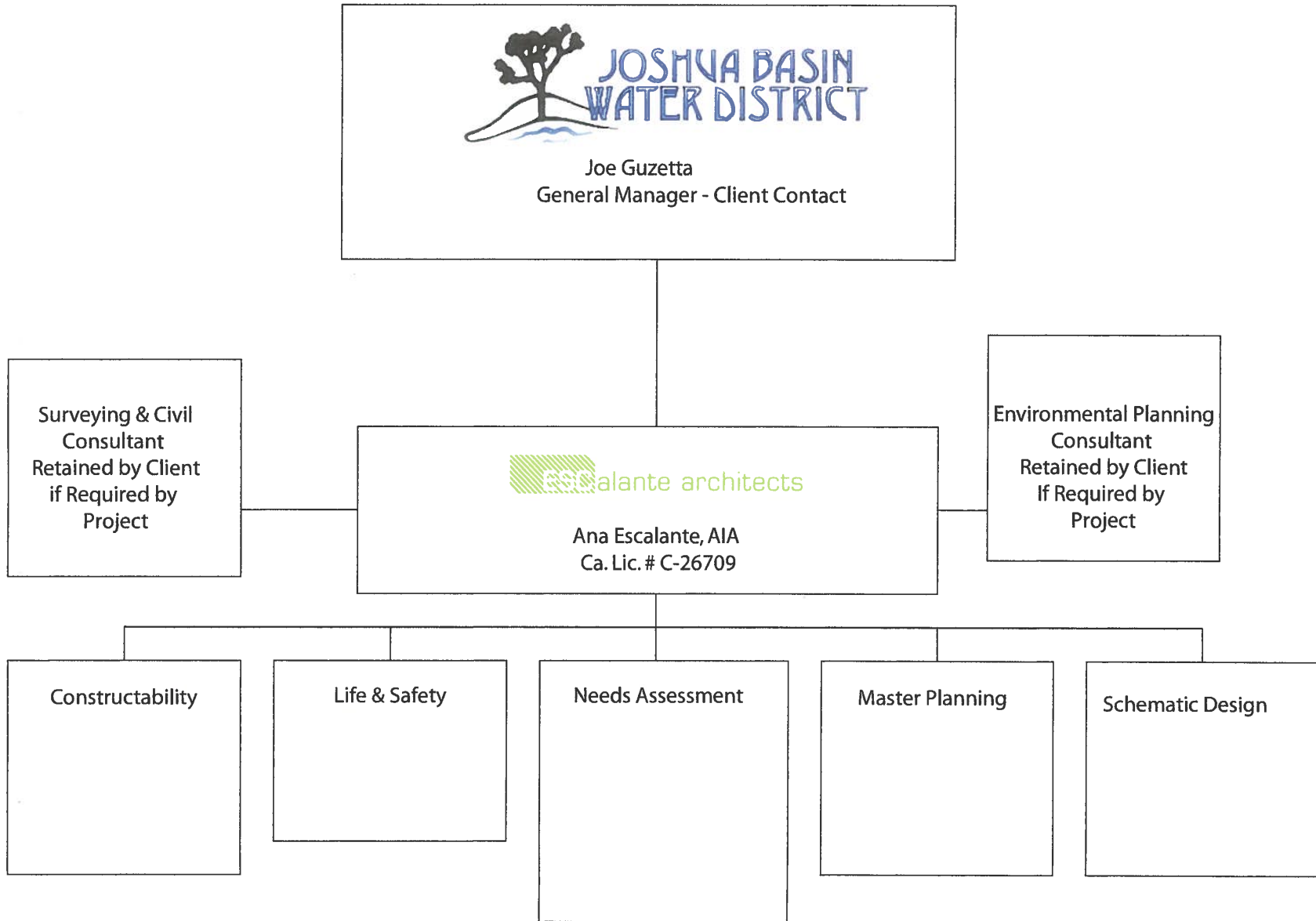
Guadalupe worked in the public sector architectural and masterplanning projects for ten years. He has been the superintendent and managed many commercial, industrial, institutional and educational facilities. He is well versed in the State requirements and funding sources working closely with DGS, ADA and DSA.

- Ashi Martin, Associate Designer, will be responsible for coordinating all written documentation between the Owner, Architect and County staff, as well as contributing to the design and CD drawings.
- Fernando Olaiz supports CADD services and is responsible for streamlining CAD documentation among all disciplines for the project.



FIRE STATION 50 Renovation, Rancho Mirage, California

ORGANIZATIONAL CHART



Ana Escalante, AIA

POSITION:

Founding Principal, Escalante Architects

EDUCATION:

California State Polytechnic University,
Pomona,

Master of Architecture, 1991

Universidad Albert Einstein

El Salvador

B. S. Architecture, 1987

LICENSE:

California Board of Architectural Examiners

License C-26907

PROFESSORSHIP:

Adjunct Architecture Professor, California State Polytechnic University, Pomona, 1997

AFFILIATIONS:

Treasurer, American Institute of Architects Inland Chapter

Chair, Aim for the Restoration of Hope

Development Committee, Diocese of San Bernardino

EMAIL:

ana.escalante@escalantearchitects.com



Ana Escalante founded Escalante Architects in 1993 with the idea that building systems and technology derived from a deep understanding that the environment should be integrated into the architecture of a project. She has been active in the field of architecture and teaching since graduating from California State Polytechnic University at Pomona, a registered architect and member of the American Institute of Architects (AIA).

Ms. Escalante has concentrated her professional activities in the areas of energy efficiency and sustainable design. She has been recognized by the California Energy Commission as one of the innovative leaders for incorporating regenerative strategies in design projects. Having taught architectural design to undergraduate and graduate students at Cal Poly Pomona for the past 15 years, Ms. Escalante is currently holds a professorship appointment at the College of Environmental Design.

Honors include being selected by the AIA California Chapter as one of the four talented architects emerging in California, and Ana was invited to lecture about her work in the 2001 AIA Monterey Design Conference. In addition, she has been awarded the "Certificate of Recognition for Leadership & Design Excellence" granted by the California Energy Commission in 1996-98; and, the "1996 Commendation for the Enrichment of National Culture" granted by the government of El Salvador. Ms. Escalante is the former Chair for Aim for the Restoration of Hope, a charity caring for AIDS orphans in Uganda, East Africa and served as Treasurer of the American Institute of Architects Inland Chapter.

KEY PROJECTS:

- **Department of Mental Health Behavioral Center**, 80,000 sq. ft. facility in Riverside, California, for Riverside County Department of Mental Health and EDA. Ms. Escalante is the project architect and co-designer of the entire institutional facility, comprised of two buildings, 45,000 sq. ft (two levels) and a 35,000 sq. ft. psychological clinic & day program (two floors). The complex provides a multitude of programs for children with mental and behavioral disorders, IT Department, Storage, Solar Field & Generators for the entire campus. The complex is classified by the 2010 CBC as I-2 and I-4 type of occupancy, under OSHPOD3. The campus includes a complete system integration of Fire Protection, Occupancy Separations, Visual and Acoustic systems, as well as strict security between patients and public. In addition, the project includes auxiliary buildings, as well as administrative offices, plaza, courtyards, playground, parking and landscape & public amenities in order to provide a non-institutional environment for children. Project is under construction in a fast-track delivery method

- **Coachella Valley Enterprise Partnership**, Palm Springs, California. Mr. Blackburn was the project manager in the adaptive reuse of the former County of Riverside Detention Center into the Incubation Hub and CVEP's 18,000 sq. ft. headquarter. The original building is a historically designated building design by Modernist John Potter Clark, across from City Hall. Working along with all agencies having jurisdiction over the project, (HSPB, AAC, PC & CC) as well as Palm Springs Citizens, the project was completed from initial design meeting to certificate of occupancy in 5 months in a design-build project delivery method. Project met stringent standards of life & safety, accessibility, electrical, mechanical and structural, in addition to asbestos, led and other hazardous materials.

- **South Palm Canyon Mixed Use Project**, a 5-story multi-occupancy in downtown Palm Springs, California. Client contracted Escalante Architects exclusively to design and develop the project in its entirety. Ms. Escalante is the Project and Design Architect of the complex comprising of 48,000 sq. of Retail, 200,000 sq. ft. of underground parking, surface parking, public plaza and promenade, in addition to 225 variety of housing units, gym, swimming pool on the 5th floor, and a variety of private gardens, water features, and courtyards at different levels. The project was originally designed by a prominent Los Angeles architectural firm, but after 2 years of



Water Purification System, Uganda, East Africa

submitting to regulatory agencies, it was not granted a final approval. Client retained Escalante Architects to redesign the project based on a performance and viability criteria. Escalante Architects and its consultants reprogrammed the facility, achieved community involvement as well as all agencies having jurisdiction over the project, resulting in a product rooted in the vernacular of Palm Springs Architectural Heritage. Project schedule from design to entitlement approvals was achieved in 9 months. Project is in a Design Development phase and expected to proceed to construction documents and building in 2013.

- **St. Theresa Library, Palm Springs California.** Ms. Escalante is the principal architect of a 5,000 sq. ft. learning center to replace the old library, was designed to provide a highly technological signature building to St. Theresa School, without compromising their limited open space. Project is in the Construction Document phase.

- **Palm Springs Visitor Center, Palm Springs California.** Ms. Escalante led the team in the restoration and expansion of a significant Palm Springs' architectural landmark. The fast-track project was completed in 90 days, from design to construction, by using shop fabricated steel components.

- **College of the Desert Hill Student Center, Palm Desert California.** Ms. Escalante, a codesigner in the project, participated in the conversion of the former college library into a viable student center, by retrofitting ADA, mechanical, lighting, daylight and electrical systems.

- **Agua Caliente Band of Cahuilla Indians Center, Palm Springs California.** Ms. Escalante is the lead designer of a 30,000 sq. ft. communal facility housing a variety of services for local tribal members, such as educational, child care and a medical clinic.

- **Tahquitz Canyon Visitor Center, Palm Springs California.** Ms. Escalante co-designed the 2000 sq. ft. interpretative center located at the entrance of ancient burial grounds of the Agua Caliente Band of Cahuilla Indians. The building was designed, entitled and built in a 12 month tight schedule while coordinating approvals with multiple regulatory agencies.

- **Aim for the Restoration of Hope Master Plan, Uganda, East Africa.** Ms. Escalante lead a team of planners, architects, engineers, structural and MEP and architecture students in developing the master plan for Aim for the Restoration of Home in Uganda, East Africa. The master plan included residential pods, rural medical clinic/hospital, preschool and elementary schools, water purification system and wells and sustainable agriculture program. AROH presently serves 300 orphans and widows that are victims of the civil war. The project includes the re-education of former child soldiers and orphans from newborns to fifteen years of age.

- **Rural Medical Clinic, Aim for the Restoration of Hope, Uganda, Africa.** Ms. Escalante was the principal for this project. The 10,000 sq. ft. facility includes exam rooms, reception, nurses' station, medical offices, dispensary, lab and ancillary facilities as well as an overnight-stay component to triage patients requiring transfer to a distant hospital. Under Ms. Escalante's leadership, AROH has been able to forge partnerships with community partners and corporations committed to promoting public health in development countries by providing resources and as part of their business models.

- **Early Childhood and Elementary School, Uganda, East Africa.** Ms. Escalante lead a team of architects, engineers and architecture students in the design and construction of a 9,000 sq. ft. educational facility designed for an orphanage in Uganda, East Africa. The building currently under construction is designed to perform as an energy surplus producer and its architecture incorporates passive and active sustainable systems as an integral part of the architecture. This project results in provision of new technical skill to empower widows of the AIDS epidemic and civil war.





Hermosa Apartments, Palm Springs



Hermosa Apartments, Palm Springs

- **AROH Water Purification System, Uganda, East Africa.** Under Ms. Escalante's direction four clean water wells were designed, funded and constructed by our office and others based upon the information provided by hydrology and plumbing engineers. These wells replaced existing contaminated surface ponds which had long been used as a source of drinking water for villagers in the areas of the orphanage. Infant mortality as a result of waterborne disease has been virtually from these nearby villages eliminated as a result of these new wells.

- **AROH Orphanage Pods, Uganda, East Africa.** Under Ms. Escalante's direction research performed at California Polytechnic University Pomona resulted in the development and implementation of new residential prototype at the AROH orphanage. Using culturally sensitive practices to de-institutionalize former child soldiers, orphans were provided with housing in small housing units modeled after family structures and led by a house mother. This program provided for

- **AROH Sustainable Agriculture Program, Uganda, East Africa.** Under Ms. Escalante's direction AROH developed a sustainable agriculture program. Escalante Architects purchased land in the vicinity of AROH and then provided the land for AROH to teach sustainable agricultural skills to the community. This program provides for a direct local economic impact to the community by using a multiple-layered agricultural program, increasing crop yields and featuring sustainable practices which maximize limited land resources. The program employs in crop rotation to preserve the limited soil, fix soil nitrogen and increase harvest yield and productivity by using sustainable agricultural practices. This program has been successful in increasing the economic self-sufficiency of the orphanage and reducing the use of pesticides and also reducing deforestation.

- **Fire Station #37 expansion, City of Desert Hot Springs, California.** Renovation and 1000 sq.ft. expansion of Fire Station No. 1, in compliance with the Essential Service Act.

- **Cabot Pueblo Museum ADA Compliance program, City of Desert Hot Springs, California.** Designed an ADA Compliance program, which included new rest rooms for the Historic Cabot Museum.

- **Senior Center renovation, City of Desert Hot Springs, California.** Escalante Architects designed the renovation of Senior Center, which included an ADA compliance program and upgraded kitchen.

- **City of Desert Hot Springs, California. Designed the façade improvement program** for the intersection of Palm Drive and Hacienda Avenue.

- **Claire S. Johnson Apartments, County of Riverside EDA.** Designed the renovation of a 40 unit farm worker housing complex.

- **Agua Caliente Band of Cahuilla Indians Headquarters, Palm Springs California.**

- **MATES- Maneuver Area Training Equipment Site (MATES), Fort Irwing Barstow, California.** Ms. Escalante collaborated in the design of a 500,000 sq. ft. tank maintenance facility for the US Army as a design Architect.

- **Alejo Mixed -Use Project, Palm Springs California.** Ms. Escalante is the Project Architect for this 4 story retail, underground parking and residential units on the edge of Las Palmas neighborhood and North Palm Canyon Commercial District.

- **Desert Son-Shine Preschool & Kindergarten, Palm Springs California.** An 11,000 sq. ft. LEED rated facility designed to perform as an energy surplus producer by incorporating passive and active sustainable systems and strategies as integral part of the architecture and site design.



Greenbaum Residence. Great Room

- **The Towers**, Palm Springs California. Ms. Escalante is the architect-in-charge of a 30 unit residential development located in an emerging neighborhood, designed to weave itself with the surrounding neighborhood while developing a contemporary modern appearance.

- **Hanson House**, Palm Springs, California. Ms. Escalante was the lead designer of a 20,000 sq. ft. hospitality type of facility for Desert medical Regional Center. The facilities included a chapel, guest-rooms, cafeteria, lobby, medical consultation/counseling rooms.

- **Lockheed Martin Headquarters**, Palmdale, California. Ms. Escalante participated in the design and construction documents of a \$40 million new headquarters. The building represents a collaborative effort of all architectural and engineering disciplines to maximize systems and minimize construction cost. Construction was completed in 1994.

- **Yucca Valley Animal Shelter**, Ms. Escalante & Swatt/Miers from San Francisco lead a team of architects, planners and environmental consultants to evaluate and design a "non-kill Animal Shelter Facility" to design and masterplan a 5 acre site which included relocation of endangered species, preservation of local vegetation and the incorporation of passive and active sustainable strategies for a 10,000 initial phase of the project. Project is in cost-estimating phase.

- **SBB College**. Ms. Escalante was the lead designer of the upcoming facilities for a 30,000 sq. ft. (2 story) technical facility to be located in Rancho Mirage dedicated to provide technical education in the medical and nursing allied fields. Project is in the entitlement Field.

- **Carl May Council Chamber** for the City of Desert Hot Springs. Ms. Escalante has lead a the programming, design and implementation of the new Council Chambers for the City of Desert Hot Springs.

HONORS AND AWARDS:

- 2013 Selected by the Architecture & Design Museum, Los Angeles as one of the "Top 20/20 Distinguished and Preeminent Designers in Southern California"

- 2012 "Escalante Architects" exhibit at the A+D Museum, Los Angeles, (forthcoming)

- 2012 "The Architecture of Ana Escalante" a book by Stephanie Lewis, to be published in the Summer of 2012 by McGraw Hill.

- 2011 "Redefining HO2 Sustainability in the Desert" published by Buildipedia, by Stephanie Lewis, writer from the NY Times

- 2011 "Architecture and Legacy of Don Wexler" exhibit at the Palm Springs Art Museum, included the Greenbaum Residence and Linsky Residence.

- 2010 "Best Business Woman of the Year" granted by the City of Palm Springs .

- 2010 A+D Museum Exhibit (upcoming October, 2010) of Educational and Humanitarian Work by Escalante Architects.

- 2009 "Humanitarian of the Year" granted by the Government of Uganda through the work and fundraising executed for "Aim for Restoration of Hope - Uganda", an NGO who cares for the victims and orphans of the AIDS epidemic and rehabilitation of child soldiers victims of the Civil War in East Africa.



Hermosa Apartments, Palm Springs

- 2009 Dwell Magazine, Escalante Architects identified as Architects to watch today.
- 2009 Dwell Magazine, Nice Modernist, Restoration of Hope.
- 2008 Director, Executive committee for the American Institute of Architects Inland Chapter. (AIAIC)
- 2008 BuilderNews Magazine, Trends in Residential Architecture, Ideas that Are Driving the Market, Green Multi-Family Housing, September 08 edition.
- 2007 Secretary and Board Member, Aim for the Restoration of Hope, an NGO and charity organization assisting AIDS orphans in Uganda, East Africa.
- 2007 Shelter Magazine, project featured "Rancho Mirage Revisited" by Holly Demaray, July edition.
- 2007 Los Angeles Times front page and cover West Magazine and project featured "Soak Zone – Green Architecture by Barbara Thornburg, May 20, edition.
- 2007 California Home & Design cover and article "Oasis in the Desert" by Lydia Lee, March 07 edition.
- 2007 Palm Springs Life Home Edition cover and article featured "A River Runs Through it" by Samantha Comby.
- 2007 Los Angeles Times West Magazine featured "A Room with a View" by Barbara Thornburg, May 18, Edition.
- 2006 California Home & Design cover and article "Top Ten Architects to Watch" by Lydia Lee, October 06 edition.
- 2006 Work exhibited at the A+D Museum, Los Angeles, California under the title, "New Blood, New Gen" June-Sept 06.
- 2006 Published on CA-MODERN magazine, under the title, "Building Boom – Palm Springs is Erupting with Architecture backed by Modern Principles".
- 2006 "Architect of the Year" Universidad Albert Einstein, San Salvador, El Salvador.
- 2005 Jury member for the 2005 AIA Inland Empire Design Awards.
- 2005 "Architectural Treasures Lecture" at the Palm Springs Art Museum's Architecture and Design Council Lecture Series.
- 2004 "Golden Nugget Community Spirit Award", for Hanson House, a residential facility for families of patients critically injured or terminally ill at Desert Regional Medical Center. Palm Springs, California.
- 2003 Work featured in the 11.03 of Architectural Record magazine, "Three Classic California Homes (Iserman, Barlow and Lane Residences).
- 2003 Lecturer at the 2003 AIA National Convention, under the title "Architecture Vanguard in Southern California". San Diego, California.
- 2002 Lecturer and moderator at the "7th International Congress of Architecture" at the Monterrey Institute of Technology, along with Isaac Broid, Marc Barani and Alfred Berger, among others. Monterrey, Mexico.
- 2001 Featured on the 06.01 Architectural Record Publications: "Inventing Architecture in the Desert".



Greenbaum Residence. View of pool portal at entry

PETER BLACKBURN

POSITION:

Principal, Escalante Architects

EDUCATION:

Yale University

M. Architecture, 1992

University of Florida,

B. Des. Architecture, 1986

LICENSE:

NCARB registration exam passed
(license pending)

EMAIL:

peter.blackburn@escalantearchitects.com

Peter Blackburn joined Escalante Architects in 2001, after working for Moshe Safdie, Gensler-Boston and Arquitectonica. His involvement with Escalante Architects has focused on design detailing, project management, construction documents and construction administration for residential, institutional, commercial, college and hotel projects.

Mr. Blackburn has worked closely with Ana Escalante for the last 7 years, and he has worked continually to understand the challenges of designing in the extreme desert environment. He has also lead projects on his own through design development, construction documents and construction administration in a seamless fashion. His attention to detail, coordination and communication skills has made Peter valuable to each project he undertakes at Escalante Architects. Peter has passed the national architectural license exam, and since his relocation to the desert he has been active in co-teaching at California State Polytechnic University at Pomona. He also taught a drawing and studio methods seminar at Yale University for 14 years, as well as courses elsewhere in structures, construction process, and design studio.

PROJECTS:

- **College of the Desert Aquatic Center Conversion**, Palm Desert California. Mr. Blackburn was the lead designer in the renovation of a former swimming complex into a plaza featuring tensile structures, outdoor seating around an elliptical plaza, lanscape ameninties and accessibility upgrades. a co-designer in the project, participated in the conversion of the former Construction scheduled to start in December 2007.

- **Desert Son-Shine Preschool & Kindergarten**, Palm Springs California. Mr. Blackburn is the project manager for the 11,000 sq. ft. LEED rated facility designed to perform as an energy surplus producer by incorporating passive and active sustainable systems and strategies as integral part of the architecture and site design. Construction is scheduled to start on January 2008.

- **St. Theresa Library**, Palm Springs California. Mr. Blackburn is the co-designer and project manager for the 5,000 sq. ft. learning center replacing the old library. Programming and code compliance retrofit is among his duties, besides acting as a liason between regulatory agencies and the Diocese of San Bernardino. Project is in the Pre-design phase.

- **Unitarian Fellowship Center**. Rancho Mirage, California. Mr. Blackburn was the lead designer and project manager in the design of the 5,000 sq. ft. building, in a windy and sand blowing site, integrating sustainable principles and systmes which minimized heat gain while protecting visitors from the extreme climatological conditions. Construction was completed in 2004.

- **Rancho Mirage Fire-Station 50 Renovation**, Rancho Mirage, California. Mr. Blackburn was the project manager in the renovation of the existing facilities. His accurate assessment and prioritizing of remedial strategies to update the building was instrumental in bringing the construction cost under budget and on time. Construction was completed on January 2005.

- **St. Theresa Preschool**, Palm Springs, California. Mr. Blackburn was the project manager for the conversion of the former Catholic convent (deisgned by Modern Architect William Cody) into the new St. Theresa Preschool. The challenge of the project was to maintain the historical integrity of the building while updating systems, accessibility performing a seismic





Linsky Residence. Kitchen-Family Room

retrofit. Project was built under budget and schedule. Project was completed in 2004

- **Hanson House**, Palm Springs, California. Mr. Blackburn was the co-designer and project manager of a 20,000 sq. ft. hospitality type of facility for Desert medical Regional Center. The facilities included a chapel, guest-rooms, cafeteria, lobby, medical consultation/counseling rooms. Construction was completed in 2005.

- **Tahquitz Canyon Visitor Center**, Palm Springs California. Mr. Blackburn was the project manager for the 2000 sq. ft. interpretative center and he was responsible for coordinating the utilities and infrastructure for the remote site. In addition, he performed construction administration duties throughout the duration of the project. Construction completed in 2001.

AWARDS/HONORS/PARTICIPATION:

- 2007 *California Home & Design* cover and article "Oasis in the Desert" by Lydia Lee, March 07 edition.

- 2007 Lecturer, Architecture in the Desert course series, CSU San Bernardino, Palm Desert, California.

- 2006 Wagon Station Customization, Whitney Museum Altria Gallery, New York City.

- 2006 A-Z West, Joshua Tree, California. Collaboration with Veronica Fernandez and Andrea Zittel in the design and construction of a semi-domestic desert shelter.

- 2006 Member, Palm Springs Modernism Committee (MOD-COM).

- 2004-06 Volunteer, Desert Aids Project Steve Chase Humanitarian Award Committee.

- 2004-06 Volunteer, Palm Springs Desert Museum Architecture and Design Council.

- 2005-07 Volunteer, Palm Springs Desert Museum benefit gala.

- 2006 Work exhibited at the A+D Museum, Los Angeles, California under the title, "New Blood, New Gen" June-Sept 06 .

- 2006 Published in CA-MODERN magazine, under the title, "Building Boom – Palm Springs is Erupting with Architecture backed by Modern Principles".

- 1996-2001 Volunteer, Big Brothers of Greater Boston.

- 1992-2006 Adjunct Faculty Appointment at Yale University, New Haven.

- 1990-1992 Selected Photographs, Etchings and Drawings Exhibit. Art & Architecture Gallery, New Haven.



Tahquitz Visitor Center. Exterior View

GUADALUPE MORIN

POSITION:

Intermediate Designer, Escalante Architects

EDUCATION:

ITT Technical University
Los Angeles, 2011

EMAIL:

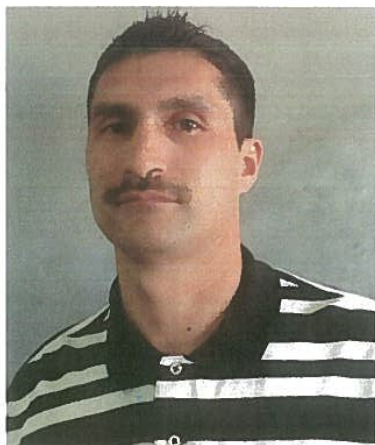
l.morin@escalantearchitects.com

Guadalupe Morin joined Escalante Architects after working for Meaux Architecture, California. Guadalupe's extensive knowledge of digital technology and Building Imaging Management (BIM) has contributed to the refinement of the CADD department at Escalante Architects. He is also an expert in Code's Interpretative Reviews including Municipal, State and County required by various governing agencies. *Guadalupe's* skills, creativity and work ethic has earned him to become an important asset to our firm. His involvement with Escalante Architects focused on public and institutional project management, construction documents and construction administration.

Mr. Morin has over 10 years of experience and expertise in construction and planning, as well as, having precise knowledge of materials and systems required in a project. Guadalupe identified and corrected code and access violations for the newly constructed \$9 million Behavioral Center for the Department of Mental Health, in Riverside, California, allowing safe and permitted public use. His administrative, coordination and communication skills has made him valuable to each project he has undertaken. Mr. Morin has administered as much as 80,000 SF in renovations and new construction. Guadalupe has been a guest lecturer at Cal Poly Pomona Department of Architecture in Analog Technology as a Design and interactive tool.

PROJECTS:

- **Department of Mental Health Behavioral Center**, Riverside, CA
Mr Morin was the project manager for the two building; 80,000 sq. ft. two-story outpatient program facilities. He was responsible for coordinating all engineering and architectural disciplines and developing the construction documents. The project is currently in plan check.
- **Lake Port Unified School District Multi-Purpose Building**, Clear Lake, California. Mr Morin lead the design team, during schematics, design development and construction documents for the project. In addition he was responsible for the construction administration phase. Construction was completed in 2011.
- **Terrace Middle School**, Lake Port, California. Mr Morin was the lead designer of the 35,000 sq. ft. facility from start to completion. He also acted as the project manager and accessibility compliance coordinator. Construction was completed in 2012.
- **Clear Lake High School Modernization**, Clear Lake, California. Mr Morin was the project manager for an extensive seismic retrofit, accessibility and systems upgrade on the existing buildings. He was responsible for the design, design development, construction documents and construction administration for the project.
- **Rehabilitation Center for Brain Injury Patients**, Palm Springs. Mr Morin led the BIM effort and entitlement process for the design of a complete Masterplan for the Jackie Lee Houston Rehabilitation Center Project is ready to proceed to design entitlements.
- **Exhibit A+D Museum Product Design**, Los Angeles, California. Mr Morin was responsible for developing the a BIM model and 3d-plotting (manufacturing) of a "Silent Auction Traveling Product" for the 10,000 sq. ft. facility.
- **Cathedral City Historical Renovation**, Cathedral City, California. Mr Morin was the lead designer in the master planning and execution of the construction documents and construction administration of a mixed-use project for the well known retailer.



PROJECT PROPOSAL

PROJECT DESCRIPTION & SCOPE OF WORK

PROJECT DESCRIPTION: The project existing facilities include the general manager's office, kitchen, two accounting offices, vault, assistant general manager's office, general office floor area, restrooms, connecting hallway, cashier area, human resource manager's officer, copy and computer server room, board room, engineering service office, and outdoor storage building.

The project will encompass reviewing existing plans and facilities, meeting with staff, preparing "Record Drawings" (floor plan(s) reflected ceiling plan(s) and site plan) and "Architectural Programming" quantifying the District's office and spatial needs. Deliverables will result in the preparation of an "Architectural Program" and a "Conceptual Floor Plan" of the existing space consists of approximately 3,500 square feet of interior space and 1,000 square feet of exterior enclosed storage space. Escalante Architects will provide an efficient layout for the optimization of the existing space in order to improve efficiency and to provide a cohesive layout of office space, working cubicles and storage in the building housing District offices.

SCOPE OF WORK: (Predesign Services) included in this proposal focuses in ascertaining a space allocation study and pre-design the remodel of District office building and identification of new construction that is required to meet District needs described as follows:



- a. Review existing building plans and related documents. Develop "Record Drawings" based on, on-site measurements and existing conditions, drafted in AutoCAD Release 2011 minimum. Record drawings should be specific enough to generate a demolition plan and shall be used as base drawings for proposed design solution.
 - b. Meet with District employees to understand and quantify their physical and spatial needs to increase district operational efficiency.
 - c. Present findings and recommendations to the District in the form of a "Preliminary Draft" of the "Architectural Program".
 - d. Review by the "District". Following review of the spatial analysis and related findings and recommendations, the District will provide direction to the selected architect regarding allocation and prioritization to meet the identified spatial requirements
 - e. Architect shall submit as part of deliverables, three "Alternatives of Conceptual Plan" addressing building improvements. The District will select the preferred concept, based on budget, quality and schedule.
 - f. Preparation of "Final Conceptual Design" deliverables for this scope of work to ascertain @ the preliminary level, the new interior layout, including but not limited to plans, elevations and Material Board.
 - g. Master Plan for additional facilities expansion.
- In summary, the scope of Work described in this proposal is expected to generate the space allocation study, record drawings, interview users (3 meetings max.) of the facility and prepare spatial allocation recommendations for approval of the stakeholders and a schematic floor plan document for review and approval by the District.

BASIC ARCHITECTURAL & MASTER PLANNING SERVICES

Escalante Architects will furnish the following Basic Architectural Services described as follows:

- Review the existing facilities and generate a space allocation study and new office floor plan required to meet the changing spatial needs of the Joshua Basin Water District, ("District") located at 71750 Chollita Road, Joshua Tree, CA 92252. The primary purpose is to improve the efficiency of the existing space and to establish the requirements for workspace needed, for submittal for federal funding and expansion of facilities.
- Record Drawings
- User's interviews & working sessions to ascertain program needs
- Programming & Program Verification
- Site Master Plan
- Project Design of 3 conceptual design alternatives
- Conceptual Master Plan
- Schematic Design



PROFESSIONAL FEE

BASIC PROFESSIONAL FEE - & ADDITIONAL SERVICES

ARCHITECTURAL FEES - NOT TO EXCEED

Services and deliverables included in this proposal for Architectural & Master Planning Services shall not exceed \$5,000.00 (Five Thousand Dollars) plus Reimbursable Expenses.

Reimbursable Expenses include but are not limited to plotting, authorized "out of town" mileage, renderings and any expense directly attributable to the project, or additional deliverables requested by the District or Client.

Any Additional Architectural Services not included in this proposal, furnished at the District or Client request shall be billed an hourly basis as described below:

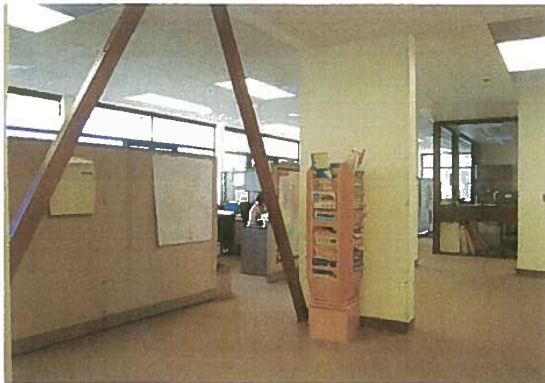
ADDITIONAL ARCHITECTURAL FEES - HOURLY RATE

Escalante Architects will invoice for professional fees not included in the basic scope of services, on an hourly basis as established in our 2013 Hourly Billing Rates described as follows:

Principal Architect	\$185/hr
Senior Designer/ Project Manager	\$135/hr
Sr. Technical Staff	\$100/hr
Intermediate Technical Staff	\$75/hr
Technical Staff	\$65/hr
Clerical Staff	\$55/hr

If required by the Project or requested by the Client, Engineering Consultant will be retained on the Client's behalf.

Escalante Architects will directly retain the following consultants (if required by the Client or agencies having jurisdiction over the project) : Structural Engineer, Mechanical Engineer, Plumbing Consultant, Title 24 consultant, and will bill the Owner at cost plus 30% (1.3%) for coordination and implementation of their work into the construction documents.



SAMPLES OF WORK

PUBLIC PROJECTS EXPERIENCE



Zoll Residence. Motorcourt & Glass Screen

ESCALANTE ARCHITECTS track record in the successful completion of public projects, regardless of its size and complexity, is outstanding. Our dedicated project leadership, careful detailing and thorough involvement, help make for clear communication and efficient building efforts, which helps maintain both the schedule and the bottom line.

Relevant projects are described as follows:

- *Riverside County Economic Development - 3075 & 3125 Myers Street - Department of Mental Health Outpatient Clinics.*

Riverside, California, 2008

Services: Architecture & Engineering, Needs Assessment, Space Planning, ADA Retrofit & Fire Protection for the repurposing of two existing 35,000 and 49,000 SF facilities for the Department of Mental Health, including Administration, IT serving a proposed Outpatient Clinic for Children with Mental and Behavioral Disorders, (Age 0-5 and 6-18)

- *Desert Water Agency Expansion*

Palm Springs, California, 2009

Services: Architecture & Engineering; Master Planning & Entitlements, Interior Design Consultation Landscape Design & Construction Administra-

tion for the expansion of the current facilities of the Client.

- *Riverside County Fire Station 51*

Rancho Mirage, California, 2008

Services: Architecture & Engineering; Planning & Entitlements, Landscape Design; Interior Design & procurement & design-build project delivery by re-purposing existing spaces to compatible and needed spaces by staff & "Essential Buildings Act".

- *Maneuver Area Training Equipment Site (MATES)*

Fort Erwing, Barstow, California, 2008

Services: Architecture Consultant (Design Architect) in collaboration with Sverdrup-Jacobs (Executive Architect) in order to provide Engineering; Planning & Entitlements, Landscape Design; Interior Design & procurement & design-build project delivery.

- *Unitarian Church*

Rancho Mirage, California, 2006


Services: Architecture & Engineering; Planning & Entitlements, Construction Documents for a 20,000 SF facility in a windy area using passive methods & sustainable strategies to achieve a low cost of construction and life-cycle cost.

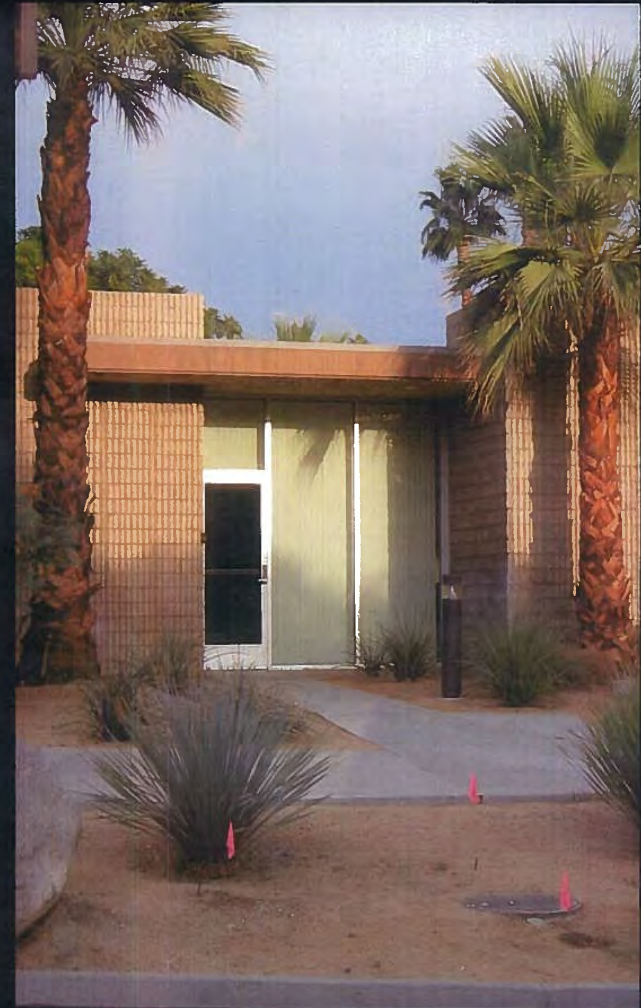


Zoll Residence. Dining Room & Screen




DWA - MAINTENANCE FACILITY

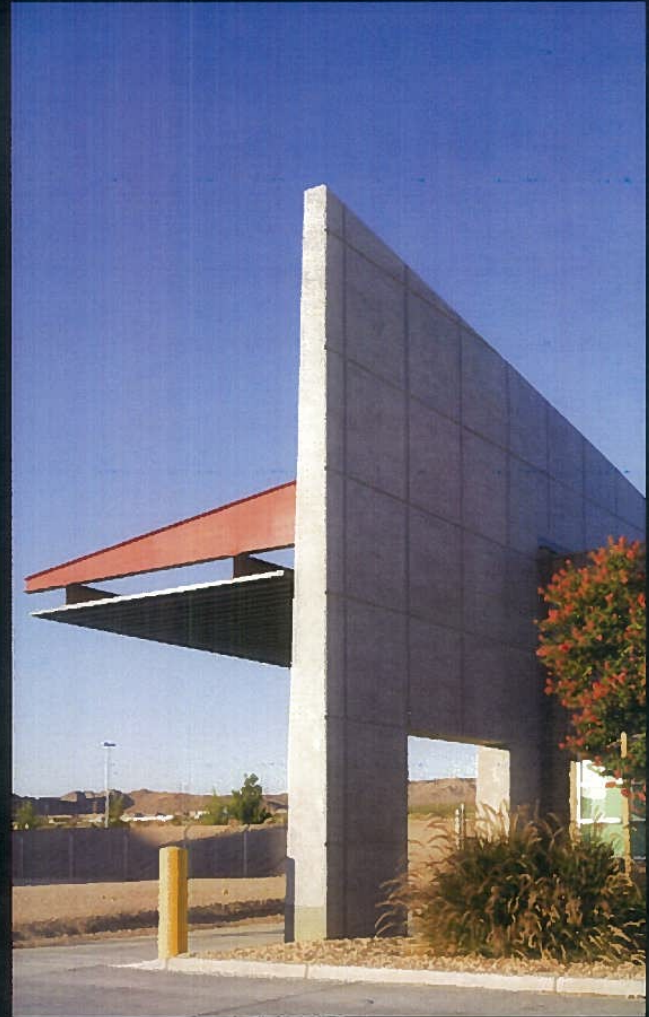
 Malante architects




A 20,000 square foot building originally designed in 1972, was in a state of disrepair and inadequately meeting the needs of the fire personnel. Architectural services included a complete replacement and updating of all the building systems, including but not limited to, glazing, plaster, doors, mechanical systems, roofing and interior planning, in addition to new landscaping, parking and expansion of the administrative offices.

Rancho Mirage Fire Station 50 Renovation

 Salante architects



MATES Tank Maintenance Facility


 salante architects

PROJECT DESCRIPTION: Design of a 500,000 square foot maintenance building for Army tanks near Barstow, CA. The building alternates materials to anchor it in its High Desert site and expresses its lightweight, large-span functions. Large building components are balanced and scaled to avoid monotony and disorientation and office, workshop and people-scaled areas are located to reduce travel distances and increase visibility and convenience to the users. Daylight and ventilation are modulated by louvered openings and shades, which create key design elements across the long southern facade.



FLOOR PLAN

Unitarian Fellowship Center

 Salante architects

PROJECT DESCRIPTION: The Unitarian Fellowship Center integrates principles which minimize heat gain while protecting visitors from blown sand and strong sun, in addition to the simple yet expressive use of basic and economic building materials.

A carefully planned landscape design sought to sustain the character of the site well beyond the encroaching nearby development patterns. By creating an underlying structure which was its own artful expression of space, the material usage and expense could be kept within the budget of a small community of users and also provide an easily maintained, lasting and flexible facility.

CLIENT REFERENCES

CITY OF PALM SPRINGS

Contact: Mayor Steve Pougnet,
City of Palm Springs
3200 East Tahquitz Canyon Way
Palm Springs, California 92262
760.323.8299

CITY OF DESERT HOT SPRINGS

Contact : City Manager, Mr. Rick Daniels
City of Desert Hot Springs
65950 Pierson Blvd.
Desert Hot Springs, California
92240
760.329.6411

DESERT REGIONAL MEDICAL CENTER

Hanson House Family Temporary
Residence & Support Center

Contact: Dr. Frank R. Ercoli, M.D., Director
Desert Regional Medical Center
1150 N. Indian Canyon Drive
Palm Springs, California 92262
760.323.6325 (Dr. Frank Ercoli)

COLLEGE OF THE DESERT

Contact: Mr. Mac McGuinns, AIA
Desert Community College
43-500 Monterey Avenue
Palm Desert, California 92260
760.346.8041

RIVERSIDE COUNTY

Contact: Mr. Charles Waltman
Director, Economic Development
3403 10th. Street Suite 500
Riverside, California 92501
951.955.4560

JOSHUA BASIN WATER DISTRICT
SUPPLEMENTAL DATA SHEET

Meeting of the Board of Directors

April 3, 2013

Report to: President and Board Members
From: Joe Guzzetta, General Manager

TOPIC: 2013 STRATEGIC PLAN



RECOMMENDATION: That the Board approve the attached Strategic Plan provided by Pat Caldwell, facilitator, with any changes.

ANALYSIS: Recently the Board participated in a Strategic Planning workshop facilitated by Pat Caldwell. Attached is the draft from Ms. Caldwell. Staff has inserted the name of staff members who will be working on some of the priorities.

This plan will be combined with last year's Strategic Plan which included a number of capital projects that are at various stages of completion. The board reviewed in detail an update of those items at the last Board meeting.

Approval of the 2013 Strategic Plan will serve as the Board's direction and priorities for the upcoming year.

Joshua Basin Water District
STRATEGIC PLAN
2013-2014

Developed March 11, 2013

Strategic Planning Session

March 11, 2013

On March 11, 2013, the Joshua Basin Water District Board of Directors and management staff met for the purpose of reviewing the old and developing a new strategic plan.

Prior to the meeting, the planning consultant/facilitator met with each member of the Board in an attempt to identify critical issues and/or concerns that would need discussion in the planning session. A list of 10 issues was identified and will be presented later in this document.

The first step in the planning process was to identify and discuss trends that might impact the way the JBWD does business. The identified trends are listed below:

TRENDS

Economic Trends:

- Lack of return on investment (Are reserves safe?)
- Theft of water
- Lack of customers' ability to pay their bills
- The poor economy is conflicting with our need to provide more services
- Lack of jobs
- Financial state of California
- Lots of changes at the Marine Base
- Lack of growth in the District
- Water rates (too low?)
- Home building and prices trending up (20% higher in the Basin)
- Labor costs and perks up
- Cost of purchased water going up
- Cost of energy up
- Regulations are out of control

Technological Trends:

- Technology changing all the time

- Increased costs to keep up with hardware, training, and software
- Need to provide adequate back up
- Field crew more technological
- More mobile workforce
- Can easily share and store large amounts of data
- Customers require and demand more technological services
- Need to be sensitive to those who don't have technology – provide hard copies
- Social media changing the way we do things
- Using technology to mitigate changes in the economy
- Need to stay current on state regulations concerning websites, social media
- Security issues
- Privacy issues – District's responsibility
- Staff training

Political Trends:

- State requirements for conservation, water rights and green energy
- Customers don't understand why water isn't free
- Getting funding from government more difficult
- Elected Board means the District could suddenly have all new faces and a steep learning curve
- Reverse condemnation
- Increasing regulatory environment
- Unfunded mandates
- Stable political environment in this District
- Rowdy group of political activists in Joshua Tree
- Lot of involved people in Joshua Tree
- Maintaining autonomy

Educational Trends:

- Attendance down locally
- Increase in home schooling
- Many people in Joshua Tree have no appreciation for education
- Less parent involvement

- Staff education (continuing education) important – available on line and in outside courses
- Director education also important
- Technology training necessary – in both how to use new technologies and in regulations
- Emerging services will require new education
- Need to educate our rate payers
- Look at grant requirements and get a full understanding of the intent and objective; use that understanding to determine the program

Social Trends:

- Social networking
- “Deep pockets” – litigious society
- People don’t think about water until they really need it
- Demographics of the District haven’t changed
- The ability to have instant information
- The emphasis on transparency of information
- Current customer base more sophisticated
- Low rate of complaints
- Social outreach very good
- People feel powerless
- Retirement of baby boomers – loss of knowledge
- Newer generation of employees work very differently
- Community wants to be informed and know that there is a level playing field

Next, the Board and staff conducted a S.W.O.T. analysis (Strengths, Weaknesses, Opportunities, and Threats) as a mini-environmental scan. The results of the S.W.O.T. follow.

S.W.O.T. ANALYSIS

Strengths:

- Political stability
- Minimal staff turnover
- Financial stability
- Water supply and quality
- Emergency preparedness

- Good public relations
- Frequent interaction with the community
- Well trained staff
- Good equipment
- Good cooperation
- Transparency
- Low rates
- Exceptional communication skills
- Good response on part of staff
- Reasonable and supportive Board
- Good grant record
- Foresight
- Strategic planning

Weaknesses:

- Undersized District office
- Old infrastructure – needs repair or replacement
- Aging pipeline
- Rules and regulations need updating
- Need procedures in written form
- Not enough information to the Board about what's happening in the field (SEMS)
- Lack of financial information to the Board
- Board needs to define what information it wants
- The District is a huge geographic area
- Contracting out too much
- Staffing levels
- Ability to store records
- Staff has to wear too many hats – have to do all the same things that are done in a large agency
- Behind in technology
- Are we on top of everything in operations?
- Need to determine our global mission

Opportunities:

- New customer base from closed water haulers
 - What are other districts doing for these customers?
 - What is our part in serving these customers?

- MWA's IRMP allows for new funding opportunities
- Continuing to look for grants – but setting aside funds for the cost of going after grants
- Communicating to the community about grants
- Communications in general
- Continuing collaborative outreach
- Future protecting of the aquifer
- Regional alliance of water districts/agencies
- Cooperation with Twentynine Palms and Big Horn

Threats:

- Earthquakes
- Maintaining out autonomy
- Well respected environmental attorneys in Joshua Tree present an opportunity for collaboration
- Will another community take over Joshua Tree?
- Laws and regulations
- Water loss
- Water theft
- State wanting to take over our reserves
- Casino
- Lawsuits
- Hyper inflation and the economy in general
- Aging infrastructure
- Potential growth
- Decrease in percentage of Marine Base personnel
- Decrease in funding for Marine Base
- Water availability
- Conservation requirements
- Customer backlash
- Terrorism – threats to water supply and security

Next, the group discussed the concerns identified by Board members in interviews conducted March 7, 2013. Those concerns are listed below.

BOARD CONCERNS

1. Financial (4x)
 - Board isn't adequately monitoring the budget
 - Need more detail on the financial reports
 - Need updates on project costs compared to budget
 - Need to quantify costs savings of using technology to save manpower
 - need to make presentations to the public and show them the savings, e.g. "GIS"
 - Need to set aside money for maintenance, repair and replacement
 - Need to continue getting grants but budget money for the cost of going after them
 - Need to assure *long-term* financial stability
2. Operations (2x)
 - Need to replace Director of Operations
 - Board needs to be kept up to date on field crew progress (SEMS reporting)
 - Field reports don't need to be lengthy with slide shows
3. Rates (2x)
 - Rate study should have been completed before this strategic plan update
 - May need to tighten up the rate tiers for conservation reasons; fold this into rate adjustments after rate study completed
4. Need to update the JBWD rules and regulations (2x)
 - Lots of vague and ambiguous language
 - Need to administer the rules and regulations consistently
 - Need to be able to cite the reasons for the rules/regulations
5. Need to develop mission and vision statements (2x)
 - Need them posted in the Board room and elsewhere
 - Need them printed on our agendas
 - Need to go over them regularly
 - Need to assure that our plan is in "sync" with our mission and vision
6. Board development and training (2x)
 - Do we truly understand our role? What's our accountability?
 - Need training in what we are allowed to do and what we should be doing

- Need to honor the chain of command
 - Need to follow up on our requests and directives
7. Emergency plan (1x)
 - Need to assure those with responsibility for parts of the plan truly understand their part and how to implement it
 - Need to review the plan fairly often (1x a year isn't enough)
 8. Public awareness (1x)
 - Need to schedule public meetings for topics people are passionate about (rate increase an example)
 9. Need to clarify goals according to short-term, mid-term, and long-term, for example: (1x)
 - Sewering – 30 year goal?
 - ◆ Need to start planning for it now so it doesn't become a crisis as it is in Yucca Valley
 - ◆ In 30 years, all sewerage complete and wastewater reclamation facility built and operating
 - Pipe replacement – 20 year goal?
 - ◆ Was in the 2009-2011 plan
 - ◆ In 20 years, all pipe replacement complete and planning for the next replacement
 10. Need to pursue a goal of a regional alliance of water districts(1x)

Following the discussion of Board Concerns, the group reviewed the goals that were developed at the previous two Strategic Planning sessions held in February 2009 and August 2012. The progress made on those goals was discussed. The purpose of this exercise was to determine if any of the previous goals should carry over into the new plan. It was decided that there should continue to be either a goal or objective in the updated plan relating to the need to replace aging pipe and the need to protect groundwater.

Then, strategic goals and objectives for 2013-2014 were developed. They are found on the following page.

STRATEGIC GOALS AND OBJECTIVES

2013-2014

Goal One: Assure long-term financial stability.

Objective 1.1: By 11/30/13 determine whether to borrow or “pay-as-you-go” for pipe replacement project.

Objective 1.2 By 02/01/14 implement rates to conform with AB 1420.

Objective 1.3 By 11/30/13 develop capital replacement plan and budget for it.

Objective 1.4 By 11/30/13 budget for water purchase.

Responsible parties for these objectives: Joe and Susan

Goal Two: Collaborate with other agencies in the sharing of mutual resources

Objective 2.1 By December 31, 2013 identify and reach out to potential partners for sharing resources.

Responsible parties: Joe and Management Staff

Goal Three: Maximize technological resources

Objective 3.1 Develop technology master plan that includes the following topics (examples):

- Radio read meters (Keith/Jim)
- GIS strategic plan (Keith, Dudek)
- Data integration (Keith, Dudek)
- Training (
- Website/social media (Kathleen)
- Record storage and retrieval (Susan)
- SCADA (Randy, Keith)
- Board technology (Keith)
- Budget (Team)

- Implementation schedule (Joe, Keith, Mike)
- Updates to the Board (Joe, Keith, Mike)

Responsible parties include: Mike M., Joe, Keith, Kathleen

In addition to the strategic goals and objectives above, the group decided it important to include in the strategic plan a list of tasks that were recommended as a result of the planning session. What follows is an attempt to develop such a list, but it needs to be reviewed and additional tasks added.

TASK LIST

1. Update the Board at the May 2013 meeting about the suggested outline of the technology master plan
2. Remove financial report from the Board's consent agenda and include it as a discussion item
3. Update rules and regulations
4. Develop written procedures
5. Finish rate study
6. Determine necessary staffing levels
7. Determine if construction of replacement pipe can be done with new in-house crews.
8. Consider expansion needs of shop and office
9. Report to Board on water loss
10. Assure that Board and CAC members are fully prepared to implement their assigned responsibilities in the emergency preparedness plan
11. Continue to implement "Best Management Practices" of the CUWCC (the remaining 40%)
12. Obtain additional authority to manage the Basin
13. Complete the recharge project
14. Fund for infrastructure and equipment
15. Determine date for Objective 2.1