



**JOSHUA BASIN WATER DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
WEDNESDAY, OCTOBER 3, 2018, at 6:30 PM  
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

**AGENDA**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **DETERMINATION OF A QUORUM**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**  
This is the time set aside for public comment on any District-related matter not appearing on the agenda. Government Code prohibits the Board from taking action on these items, but they may be referred for future consideration. Please state your name and limit your comments to 3 minutes.
6. **CONSENT CALENDAR**  
Matters on the Consent Calendar are considered routine in nature and will be enacted in a single motion without discussion. Any Board member or member of the public may request that an item be removed from the Consent Calendar and acted on separately.
  - Draft Minutes of September 19, 2018, Regular Meeting of the Board of Directors
7. **GUARANTEE DEPOSIT AND FEES FOR TEMPORARY/CONSTRUCTION METERS** – Recommend that the Board approve Resolution 18-987 to amend Articles 11.6 and 13.13 of the District’s Rules and Regulations. (Previously reviewed by the Finance Committee on July 11, 2018, and referred to the Board of Directors for approval).
8. **GEOVIEWER GIS MAPPING SYSTEM PRESENTATION OF HOW THE NOBEL SYSTEM WORKS-AGM-Operations Mark Ban**
9. **DISTRICT GENERAL COUNSEL REPORT** – Mr. Gil Granito
10. **GENERAL MANAGER REPORT** – Curt Sauer
11. **ASSISTANT GENERAL MANAGER, OPERATIONS REPORT** – Mark Ban
12. **DIRECTOR COMMENTS & REPORTS ON MEETINGS ATTENDED**
  - Public Outreach Consultant – Kathleen Radnich
  - Legislative & Public Information Committee - October 3, 2018 -President Luckman and Director Unger
  - Mojave Water Agency Board of Directors – September 27, 2018- Director Unger

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**13. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES**

- Finance Committee – October 10, 2018, at 9:00 a.m. – Vice President Johnson & Director Floen
- Water Resources & Operations Committee – October 10, 2018, at 10:30 a.m.- President Luckman and Director Hund
- Mojave Water Agency Board of Directors– October 11, 2018, at 9:30 a.m. – Vice President Johnson

**14. ADJOURNMENT -**

**INFORMATION**

The public is invited to comment on any item on the agenda during a discussion of that item. Any person with a disability who requires accommodation to participate in this meeting should telephone Joshua Basin Water District at (760) 366-8438, at least 48 hours prior to the meeting to request a disability-related modification or accommodation.

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

JOSHUA BASIN WATER DISTRICT  
REGULAR MEETING MINUTES  
WEDNESDAY, SEPTEMBER 19, 2018

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

President Luckman called the meeting to order at 6:30 p.m.

**ROLL CALL**

Directors Present – President Luckman, Director Floen, Director Hund, and Director Unger.  
Vice President Johnson is absent.

**STAFF PRESENT**

Curt Sauer, GM, Mark Ban, AGM – Operations, Susan Greer, AGM/Controller, and Sarah Johnson, HR Manager.

**CONSULTANTS PRESENT**

Kathleen Radnich, Public Outreach  
Gil Granito, Legal Counsel, Redwine & Sherrill

**APPROVAL OF AGENDA**

Director Unger made a motion to approve the Agenda. Director Floen seconded the motion.

MSC<sup>1</sup> (Unger/Floen) motion carried by the following vote

Ayes: Floen, Hund, Luckman, and Unger  
Noes: None  
Absent: Johnson  
Abstain: None

**PUBLIC COMMENT –**

Marian Lucey, Joshua Tree, stated that she had received a \$700 water bill and that this is a new account. Ms. Lucey was referred to the General Manager for assistance.

Al Marquez, Joshua Tree, commented on Well 14 that the cost was originally for \$200,000 and now we are up to \$1M being spent on Well 14, and it still isn't back online. Mr. Marquez also referenced the San Bernardino County Fire protection issues.

**CONSENT CALENDAR**

- Draft Minutes of August 15, 2018, Meeting of the Board of Directors
- Draft Minutes of August 21, 2018, Special Meeting of the Board of Directors
- Check registers June-July 2018, (reviewed by the Finance Committee on September 12, 2018).
- 4<sup>th</sup> Quarter Ending 6/30/2018 Financial Report (reviewed by the Finance Committee on September 12, 2018).

Director Hund made a motion to approve the Consent Calendar with a change to the minutes of August 15, 2018, that he did not abstain and to change it to state that he approved. Director Unger seconded the motion.

MSC<sup>1</sup> (Hund/Unger) motion carried by the following vote:

Ayes: Floen, Hund, Luckman, and Unger  
Noes: None  
Absent: Johnson  
Abstain: None

**CUSTOMER ACCOUNT ASSISTANCE PROGRAM (CAAP)** – Recommend that the Board approve the Policy change (reviewed by CAC on September 11, 2018, and the Finance Committee on September 12, 2018, and referred to the Board for approval). AGM Greer gave the staff report and GM Sauer gave an update on what costs are covered, followed by a brief Q&A period with the Board.

**PUBLIC COMMENT –**

Gayle Austin, Joshua Tree (CAC Member) stated that she would like it kept at \$700.00 especially for people that are having a problem paying their bill. She commented that it should be higher this would make it so they could pay over time or \$50 per month.

Al Marquez, Joshua Tree commented that this topic had been discussed a lot over the past year. Originally, the Citizens Advisory Committee came up with \$400, which was a number they could support. Mr. Marquez complained that the District uses more money for non-payments than anything else; we are talking like \$20,000 or more per year. However, if you are talking the difference between \$400 and \$700 then compromise and make it \$500.

**PUBLIC COMMENT CLOSED -**

MSC<sup>1</sup> (Hund/Unger) motion carried by the following vote:

Ayes: Floen, Luckman, and Unger  
Noes: Hund  
Absent: Johnson  
Abstain: None

**ORGANIZATIONAL ASSESSMENT IMPLEMENTATION PLAN** –Recommend that the Board approve the Organizational Implementation Plan that was reviewed by both the Finance Committee and the Water Resources & Operations Committee on September 12, 2018. Sarah Johnson, HR Manager gave the staff report followed by a brief Q&A period with the Board.

Director Hund made a motion to the Organizational Assessment Implementation Plan. Director Floen seconded the motion.

MSC<sup>1</sup> (Hund/Floen) motion carried by the following vote:

Ayes: Floen, Hund, Luckman, and Unger  
Noes: None  
Absent: Johnson  
Abstain: None

**DISTRICT GENERAL COUNSEL REPORT** – Mr. Granito reported on SB 845, which was a last minute substitution for the proposed Water Tax that had previously failed. Mr. Granito reported that on the last day of the Session, SB 845 also died. SB 845 would have required a water district to add a voluntary remittance, with an opt-out feature, on the district's water bills. The purpose of this Bill was to create a funding source for the proposed statewide Safe and Affordable Drinking Water Fund.

Another Bill, SB 998, which also garnered much interest, was passed by the Legislature. SB 998 adopts state-wide shut-off procedures, that among other things: (1) prevents water service disconnections/turn-offs, for at least 60 days for delinquent customers (2) creates a cap on reconnection fees for low-income customers that may or not cover the cost to physically reconnect, which could trigger Prop. 218 concerns; and (3) expands the authority to both the State Water Resources Control Board and the Attorney General to enforce provisions of the bill.

**GENERAL MANAGER REPORT – GM Sauer reported on the following:**

- Loan has been completed
- CEC Solar Grant – Deadline missed by the contractor. CEC & Contractor will try to get a final report to us by the week of October 1, 2018.
- Strategic Plan – First meetings with consultant completed. Draft report on initial ideas due this coming week. Two more workshops are scheduled for October and November.
- Since August 20, 2018, we have met with the County, LAFCO, and CRRQCB on sewerage authorities and changes.
- Met with the new County LUS person, who comes out on Wednesdays, (building permits & updates to their planning procedures), to better inform developers of how to work with us and the County for Will Serve letters, etc.

**ASSISTANT GENERAL MANAGER- OPERATIONS REPORT – AGM-OPS Ban updated the Board on the following:**

- RFP's for Meter Replacement
- Well 14
- Shop remodel
- Recharge

**DIRECTOR REPORTS ON MEETINGS ATTENDED, COMMENTS & FUTURE AGENDA ITEMS-**

Kathleen Radnich, Public Outreach reported the following:

- The Great ShakeOut is set for Saturday, October 12, 2018, at the Tractor Supply parking lot, from 9AM-3PM.
- District Tours: Thursday, September 24th, 8AM-12:30 PM
- Residential Landscape Irrigation Tune-up class: was held September 18th, 1-4PM, 16 in attendance.
- Evaporative (Swamp) Cooler study, due to extenuating legal and contractual unresolved loose ends, the Evaporative Cooler Study time frames has been delayed until next Spring.
- Candidates Forum. Hosted by the Joshua Tree Chamber of Commerce, it is set for Tuesday, October 16th from 6PM-7:30 PM at the Joshua Tree Community Center.
- The Water Assistance Program via United Way, August had 16 successful applicants. As of today, an additional six applications have been awarded funding, bringing the total to 22. United Way will prepare a monthly report after each close of the month and keep us apprised.

Director Hund commented that he is continually impressed by the way, the District is moving towards the CIRP. He also commented on the District's high-energy bill and highlighted the opportunity to go solar.

Director Floen commented on the MWA Debt Policy from the September 13, 2018 Board meeting. Director Floen also commented on the Finance Committee he attended and discussed the District's electricity bills.

Director Unger commented on the District Water Tour she attended and went on to commend the staff, shop, and Kathleen for all of their hard work.

President Luckman commented that she was at the JT Farmer's Market and someone stated that the District had violated the Brown Act. The Brown Act tells us that the Public's business should be stated in public. We were not talking about any of the District's business. She wished that people would not jump to conclusions that we were violating the Brown Act when in fact we were not.

**FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES – President Luckman informed every one of the next upcoming meetings. President Luckman noted a correction to page 2 of the Agenda that she and Director Hund attend the Water Resources & Operations Committee.**

ADJOURNMENT – Director Floen made a motion to adjourn. Director Hund seconded.

MSC<sup>1</sup> (Hund/Floen) motion carried by the following vote:

Ayes: Floen, Hund, Luckman, and Unger

Noes: None

Absent: Johnson

Abstain: None

Respectfully Submitted,

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Curt Sauer, General Manager, and Board Secretary

DRAFT

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

October 3, 2018

Report to: Board Members

Prepared by: Susan Greer

**TOPIC: GUARANTEE DEPOSIT AND FEES FOR TEMPORARY/CONSTRUCTION METERS**

**RECOMMENDATION:**

Refer to the Board of Directors for approval of Resolution No. 18-987 amending Article 11.6 and 13.13 related to fees for temporary/construction meters

**ANALYSIS:**

I shared with you last month about a temporary construction meter that was stolen and how our Rules & Regulations should be strengthened to better address this issue. I have proposed changes to Article 11 of the Rules & Regulations for temporary water service. As a reminder, the cost to replace the 3" meter and appurtenances were in excess of \$2,100, and the District currently requires only a \$250 deposit for temporary service. Temporary meters are typically installed on a fire hydrant, located in the public right-of-way, so it is a vulnerable facility.

Many agencies require the replacement cost as the deposit amount for these vulnerable facilities and that is what I have proposed. Distribution Supervisor Jim Corbin reports that theft of construction meters is a big problem in the low desert and he is exploring some ways to combat the problem. We have had a handful of these meters stolen or damaged over the years, and a larger deposit will help mitigate the potential loss, which cost should not become the responsibility of other rate payers. In addition, the same deposit will guarantee the District against loss as a result of an unpaid water bill, and it's not uncommon for the District to have construction meter bad debt on our annual write-off list. Note the proposed language requires the deposit to be equal to the estimated cost incurred by the District to replace or repair the meter and appurtenant facilities, not a specific amount. Costs related to meter repair or replacement, inventory, and labor to name a few are continuously changing, and we do not want to commit to a specific number. We will develop the fee each year internally, based on current costs so that it does not get outdated.

Also, we are currently developing updated fees, and the fees for installation or relocation of a temporary meter have already been calculated. Significantly more work is required than is covered by the current \$30 fee, especially as related to the cross connection control program. Those costs have been incorporated into new installation and relocation fees for temporary meters, which are also reflected in the proposed Resolution, attached. The existing language from the Rules & Regulations is also attached. Gil has reviewed.

**FISCAL IMPACT**

Potential reduction of bad debt as a result of temporary meter damage, theft, or non-payment of water bills.

**RESOLUTION NO. 18-987**  
**RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF JOSHUA BASIN WATER DISTRICT**  
**AMENDING ARTICLES 11.6 AND 13.13 OF THE DISTRICT'S RULES &**  
**REGULATIONS RELATED TO TEMPORARY/CONSTRUCTION METER**  
**WATER SERVICE**

**WHEREAS**, Article 11 of the Districts Rules & Regulations, provides the terms and conditions pertaining to temporary water service and Article 13.13 provides the rates and charges applicable to temporary water service; and

**WHEREAS**, theft of a temporary water meter and appurtenances has occurred resulting in thousands of dollars of loss, which cost should be borne by the customer requesting the service; and

**WHEREAS**, Article 11.6, Responsibility for Meter and Installation, addresses damage, but does not specifically address theft of the meter and appurtenant water facilities; and

**WHEREAS**, Article 13.13, Charge for Temporary Service, provides for a guarantee deposit that is inadequate to cover the cost of replacement of the meter and appurtenant water facilities if damaged or stolen. Further, fees for installing and relocating temporary service are outdated and need to be revised to reflect the current cost of service.

**BE IT RESOLVED**, that Articles 11.6 and 13.13 of the District's Rules & Regulations are amended as follows:

**Article 11.6 Responsibility for Meter and Installation.**

The customer shall use all possible care to prevent damage and theft to the meter or to any other facilities of the District that are involved in furnishing temporary service from the time they are installed until they are removed. If the meter or other appurtenant facilities are damaged or stolen, the cost of making repairs or replacing the meter or other appurtenant facilities, including associated labor cost and overhead, shall be paid by the customer. If the meter or appurtenant facilities are damaged or stolen, the District shall utilize the customer's guarantee deposit to pay for full replacement or repair of the meter and appurtenant facilities. A complete accounting of the guarantee deposit utilized to repair or replace the meter and appurtenant facilities shall be provided to the customer. Once the District has utilized all or a portion of the guarantee deposit, the customer must submit a replacement guarantee deposit in accordance with Article 13. Failure to pay for the repair or replacement of meter and appurtenant facilities or the required guarantee deposit will result in termination of service.



**Article 13.13 Charge for Temporary Service.**

The following charges apply to all temporary services:

**Guarantee Deposit:** A deposit equal to the estimated cost incurred by the District to replace or repair the meter and appurtenant facilities is required.

**Minimum Charge and Quantity Rate:** The charges for temporary service shall be the charges applicable under Article 13.5 and 13.6 of the District's Rules & Regulations, plus a surcharge of 50% on the applicable Basic Monthly Fee and the Water Flow Charges.

**Temporary Service Installation Charge:** Including account set-up, the charge for temporary service installation will be \$95.

**Relocation Charge:** The charge for temporary service meter relocation will be \$60.

ADOPTED this 3<sup>rd</sup> day of October, 2018

Mickey Luckman \_\_\_\_\_  
Bob Johnson \_\_\_\_\_  
Tom Floen \_\_\_\_\_  
Geary Hund \_\_\_\_\_  
Rebecca Unger \_\_\_\_\_

\_\_\_\_\_  
Mickey Luckman, President, Board of Directors

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Curt Sauer, Board Secretary

**EXISTING RULES & REGULATIONS LANGUAGE IS BELOW:**

**ARTICLE 11: TEMPORARY WATER SERVICE**

**ARTICLE 11.6 Responsibility for Meter and Installation**

The customer shall use all possible care to prevent damage to the meter or to any other facilities of the District, which are involved in furnishing temporary service from the time they are installed until they are removed. If the meter or other facilities are damaged, the cost of making repairs or replacing the meter shall be paid by the customer.

**ARTICLE 13: RATES AND CHARGES**

**ARTICLE 13.13 Charge for Temporary Service**

The following charges apply to all temporary services.

|  |  |
|--|--|
| Guarantee Deposit                      | A deposit of \$250.00 is required for temporary water services.  |
| Minimum Charge and Quantity Rate:      | The charges for temporary service shall be the charges applicable under Article 13.6, plus a surcharge of 50% on the Bi-Monthly Service Fee and Water flow charge. |
| Temporary Service Installation Charge: | For all temporary service installations, the charge will be \$30.00.   |