

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

May 1, 2013

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE Jay St. Gaudens

3. DETERMINATION OF QUORUM: Mickey Luckman Present
Frank Coate Present
Victoria Fuller Present
Mike Reynolds Present
Gary Wilson Present

DETERMINATION OF CITIZENS ADVISORY COMMITTEE QUORUM: Jay St. Gaudens Present
Shari Long Present
Karen Tracy Present
Douglas Buckley Present
Amy Fauls Present
Steven Whitman Present
Frederick Klintworth Present
Karyn Sernka Present

STAFF PRESENT: Joe Guzzetta, General Manager
Susan Greer, Assistant General Manager/Controller
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT: Gil Granito, District Counsel
Mike Metts, District Engineer; Dudek
Kathleen Radnich, Public Outreach Consultant
Alex Handlers, Catherine Tseng from Bartle Wells Associates
Deb Bollinger, Conservation Coordinator

GUESTS 8

4. APPROVAL OF AGENDA

MSC Reynolds/Fuller 5/0 to approve the agenda for the May 1st, 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 April 17, 2013 Regular Meeting of the Board of Directors and Comparative Negligence in Inverse Condemnation Cases – Letter supporting AB 436.

7. RATE AND FEE STUDY

Susan Greer introduced Alex Handlers and Kat Singh, consultants of Bartle Wells Associates, who have been retained to conduct Rate & Fee Study. Alex presented an overview of JBWD major revenue sources, current rate structure, and historic rate increases. He discussed the projects to be analyzed for a new rate and fee structure including potential recharge needs and capital improvement needs. He also noted the requirement for the rate structure to comply with AB 1420, and Proposition 218 requirements and procedures. He will also analyze the approximate 800 meters that are unused, and consider a composite rate for ¾” and 1” meters due to the new state law requiring fire sprinklers in all new residential structures. He will consider separate rates for commercial, industrial, and institutional users.

8. EXPENSE INVENTORY WITH INDIVIDUAL VALUE OF \$50 OR LESS AS RECOMMENDED BY AUDITOR

Assistant GM and Controller Susan Greer presented a report with recommendation that the Board approve recharacterizing as “expense”, \$22,889.80 of inventory items with values under \$50 as recommended by the Auditor.

Following Board discussion;

MSC Coate/Reynolds 5/0 to approve the expensing of \$22,889.80 of “Under \$50” inventory items as recommended by the Auditor.

9. WRITE-OFF SURPLUS INVENTORY IN THE AMOUNT OF \$34,430.86

Assistant GM and Controller Susan Greer presented a report with recommendation that the Board take the following actions: 1) Approve write off of \$34,430.86 of surplus inventory, and 2) Confirm Bidding Policy Surplus Property Disposal guidelines, including Staff authority to dispose of scrap surplus inventory in best way possible.

Gil Granito stated on the policy that the language on page 17, under Donation, it can be legally appropriate if the *or* is changed to *and*. This way, each donation can be a mutual benefit both ways. Standing alone, it will not be appropriate.

Following Board discussion;

MSC Fuller/Reynolds 4/1 moved to accept the write-off of the surplus inventory in the amount of \$34,430.86 with the modification in the donation policy in the sentence “policy allows GM with approval of the Board to donate surplus property to nonprofit organizations located in the district” and change the *or* to *and* to who benefit the district to a first come first serve basis.

Coate	Aye
Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

10. WATER REPLENISHMENT ASSESSMENT PROGRAM

GM Guzzetta presented a report of Water Replenishment Assessment Program with recommendation that the

Board take the following action: 1) Explore placing a measure on the November 2013 or 2014 general election ballot asking voters to approve a water replenishment assessment for all ground water producers, including the District. 2) If the Board wishes to explore the above measure, refer the matter to the Citizens Advisory Committee for further analysis and recommendation to the Board concerning various issues about the assessment.

Following Board discussion;

2) MSC Coate/Reynolds 5/0 moved that the Board wishes to explore the above measure, refer the matter to the Citizens Advisory Committee for further analysis and recommendation to the Board concerning various issues about the assessment.

11. CONSERVATION COORDINATOR REPORT

Conservation Coordinator Deborah Bollinger to reported on the following:

- 1) Annual visit to JBWD by JT Elementary school and Friendly Hills Elementary school for a water conservation field trip;
- 2) Public Education program has a website update with Using Water Wisely tab, the Kids Corner and Demonstration Garden. Made three Board and Committee presentations on the Demonstration Garden. Also working on the garden signs. Additional outreach was completed to find local suppliers. Sixty-two percent of the cost of the sign project would be local vendors (graphic designers, images and layouts, welding company for the frameworks, and painting of the signs).
- 3) Reported attending the Alliance for Water Awareness and Conservation.
- 4) EPA Water Sense Annual Report – Water Sense is equivalent to the Energy Star label that the EPA certifies that products meet their specification. We are a Water Sense partner. We report each year what we have done to promote the Water Sense label.

12. STRATEGIC PLAN UPDATE

GM Guzzetta advised the Board that the Strategic Plan document has been revised to show updated estimated completion dates for several projects.

13. COMMITTEE REPORTS:

A. PUBLIC INFORMATION COMMITTEE: President Luckman and Director Fuller: Kathleen Radnich,

- 1) Public Outreach Consultant reported that Z107.7 station has announced our diversions for traffic downtown.
- 2) She attended the hospital health fair event. Every Hi-Desert Medical Center Board member came by the JBWD display in addition to the CEO, Chad Chadwick. The Waste Water Treatment Plan groundbreaking at the hospital will be coming soon. She observed that many people, probably renters, did not know they were on a septic system.
- 3) She and Deb Bollinger gave a presentation at the AWAC meeting about our docent program.
- 4) May 10th, Friday 2:00 – 6:00 pm is public garden days and we will have docents to train and learn and open to the public.
- 5) Received a confirmation from USGS that they we will come out and do a public education seminar about the differences with the aquifers between the different water districts. It will be open to public but also intended for water people and will be around late September and before November.
- 6) Mike Metts gave a presentation on what is going on under the ground with the pipes.

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: No report.
- F. ADMINISTRATION CODE UPDATE PROJECT: President Luckman and Director Fuller: No report.
- G. AGENDA COMMITTEE: President Luckman and Vice President Coate:
 - 1) President Luckman recommended putting Architectural Services for Office Space Needs back on the agenda for the meeting of May 15, 2013.
 - 2) President Luckman recommended that the joint meeting with the Citizens Advisory Committee for May 21, 2013 to be moved to Tuesday, May 28, 2013.

14. PUBLIC COMMENT

None.

15. GENERAL MANAGER REPORT

Mike Metts gave an update on the Hospital Project Update - Wastewater Treatment Plant.

16. DIRECTORS COMMENTS/REPORTS

Director Reynolds noted that one of our neighboring communities requires a water conservation certification inspection every time a house is sold or every time someone signs on for the water meter; and thought it was a good idea.

Director Fuller reported on attendance at the Mojave Water Agency Board Meeting.

President Luckman read Joe Guzzetta's resignation letter effective June 2013.

President Luckman appointed a sub-committee of Mike Reynolds and herself to evaluate the costs of executive search firms that is experienced in General Manager recruitment.

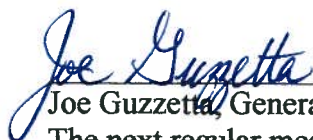
17. DISTRICT GENERAL COUNSEL REPORT

18. FUTURE AGENDA ITEMS

19. ADJOURNMENT 9:18 PM

MSC Fuller/Reynolds 5/0 to adjourn the May 15, 2013 Regular meeting of the Board of Directors.

Respectfully submitted:



Joe Guzzetta, General Manager

The next regular meeting of the Board of Directors is scheduled for May 15, 2013 at 7:00 pm.