



PO Box 675 • 61750 Chollita Road • Joshua Tree CA 92252  
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 An Equal Opportunity Provider

JOSHUA BASIN WATER DISTRICT  
 REGULAR MEETING OF THE BOARD OF DIRECTORS  
 WEDNESDAY JULY 2, 2014 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 COMMENTS:  
 This public comment portion of this agenda provides an opportunity for the public to address the Board of Directors on items not listed on the agenda that *are of interest to the public at large* and are within the subject matter jurisdiction of this Board. The Board of Directors is prohibited by law from taking action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Board does not respond to public comments at this time. Comments that concern individual customer accounts are welcome, however we encourage doing so only after other administrative avenues for redress have been fully exhausted. In all cases, your concerns will be referred to the General Manager for review and a timely response.  
  
 Comments are to be limited to three minutes per speaker and shall not exceed a total of 20 minutes. All comments are to be directed to the Board of Directors and shall not consist of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during their comments. Public input may be offered on an agenda item when the item comes up for discussion and/or action. Members of the public who wish to speak shall proceed to the podium when called by the President of the Board. Please state your name and community of residence for the record.
6. CONSENT CALENDAR: Items on the Consent Calendar are considered routine in nature and will be adopted in total by one action of the Board of Directors unless any Board Member or any individual or organization interested in one or more consent calendar items wishes to be heard.
  - A. Approve Draft Minutes of the June 4, 2014 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.
  - B. Approve Draft Minutes of the June 18, 2014 Regular Meeting of the Board of Directors
7. REVIEW THE HISTORY OF WELL 11.  
 Recommend that the Board receive report from staff on the history of Well 11; information only.
8. ADOPTION OF VEHICLE PURCHASE AND REPLACEMENT POLICY  
 Recommend that the Board adopt Vehicle Purchase and Replacement Policy.

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9. ADOPTION OF RESOLUTION RECOGNIZING KCDZ RADIO'S 25 YEARS OF COMMUNITY SERVICE.

Recommend that the Board adopt Resolution of Recognition.

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10. PRESENTATION ON BOARD MEETING REQUIREMENTS

Recommend that the Board receive presentation; information only.

11. COMMITTEE REPORTS:

AD HOC:

A. HOSPITAL WASTEWATER PROJECT: Director Luckman and President Fuller – no meeting/no report

B. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: Director Luckman and President Fuller – no meeting/no report

C. TANK RESTORATION PROJECT: Director Wilson and Director Johnson – no meeting/no report

D. SOLAR PROJECT REVIEW COMMITTEE: President Fuller and Director Luckman – no meeting/no report

12. STANDING:

A. PUBLIC INFORMATION COMMITTEE: Director Luckman and President Fuller: Kathleen Radnich, Public Outreach Consultant to report.

B. FINANCE COMMITTEE: President Fuller and Director Johnson

13. 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.

14. GENERAL MANAGER REPORT

15. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES

A. Mojave Water Agency (MWA) Board of Directors Meeting on July 10, 2014

B. Morongo Basin Pipeline Commission Meeting on July 14, 2014

C. Local Agency Formation Commission Meeting on July 16, 2014

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16. INDIVIDUAL DIRECTOR REPORTS ON MEETINGS ATTENDED

17. DIRECTORS COMMENTS/REPORTS

18. DISTRICT GENERAL COUNSEL REPORT

19. FUTURE AGENDA ITEMS

20. 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 July 9 at 7:00 pm and July 16 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*

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

June 4, 2014

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM  
BOARD OF DIRECTORS:

Victoria Fuller	Present
Bob Johnson	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Absent

CAC MEMBERS:

Fred Klintworth	Present
Karen Tracy	Present
Karen Morton	Present
Amy Fauls	Absent
Douglas Buckley	Present
Shari Long	Present
Karen Sernka	Absent

STAFF PRESENT:

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

CONSULTANTS PRESENT:

Gil Granito, District Legal Counsel  
Kathleen Radnich, Public Outreach Consultant

GUESTS 3

4. APPROVAL OF AGENDA

MSC Luckman/Reynolds 4/0 (1 Absent) to approve the agenda for the June 4, 2014 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

President Fuller	Aye
Director Johnson	Aye
Director Luckman	Aye
Vice President Reynolds	Aye
Director Wilson	Absent

5. PUBLIC COMMENTS

None.

6. CONSENT CALENDAR

MSC Luckman/Reynolds 4/0 (1 Absent) to approve the draft minutes of the May 21, 2014 Regular Meeting of the Board of Directors.

President Fuller	Aye
Director Johnson	Aye
Director Luckman	Aye
Vice President Reynolds	Aye
Director Wilson	Absent

7. APPROVE FINANCIAL REPORT

Assistant General Manager/Controller Susan Greer presented the third quarter financial report, explaining cash flow, cash balances, tax and assessment collections, and water consumption statistics for the period. AGM Greer noted that overall revenues exceed the budget at this time and that the recent cash flow pressure has been relieved since the District received grant funds for the recharge project.

MSC Luckman/Reynolds 4/0 (1 Absent) to approve the Third Quarter Ending 03/31/14 Financial Report.

President Fuller	Aye
Director Johnson	Aye
Director Luckman	Aye
Vice President Reynolds	Aye
Director Wilson	Absent

8. RECEIVE PRESENTATION ON DRAFT 14/15 – 15-16 BUDGET

AGM/Controller Greer reported on the draft two-year budget, noting that department managers will now be responsible for their department budgets where in the past the General Manager and Finance department were responsible for all departmental budgets. The budget format has been revised, a Capital Budget replacing the past years' Supplemental Budget. All operating expenses are included within the Draft Operating Budget in the new draft budget. The Draft Capital Budget includes more projects than available funding and for that reason the staff recommendation is to focus first on adopting the Operating Budget and defer adoption of the Capital budget pending further discussion and prioritization of projects included in the Draft Capital Budget.

AGM/Controller Greer reviewed types and sources of revenues and expenses, noting trends and anomalies that have occurred over recent budget periods. An overview was given on the Operating budget and the Capital Budget. She reported that the Operating Budget is fully funded and that tonight's presentation is for information and discussion only. The Draft Operating Budget will be on the next Board meeting agenda for further discussion and possible adoption.

9. COMMITTEE REPORTS:

AD HOC:

- A. HOSPITAL WASTEWATER PROJECT COMMITTEE: Director Luckman and President Fuller: No report.
- B. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: Director Luckman and President Fuller: No report.
- C. TANK RESTORATION PROJECT COMMITTEE: Director Wilson and Director Johnson: No report.

D. SOLAR PROJECT REVIEW COMMITTEE: President Fuller and Director Luckman: No report.

10. STANDING:

- A. PUBLIC INFORMATION COMMITTEE: Director Luckman and President Fuller: Kathleen Radnich, Public Outreach Consultant, reported a Docent meeting will be held Friday June 27<sup>th</sup> and the next Public Information Committee Meeting is June 18<sup>th</sup>. This month at the Farmers Market the District is promoting the value of tap water, and the recently-completed Consumer Confidence Report will be available at the District booth.
- B. FINANCE COMMITTEE: President Fuller and Director Johnson: Director Johnson thanked staff for the educational process and stated he appreciated the readability of the draft budget. President Fuller reported that, in the interest of furthering transparency, the District is trying to make its documents easier to understand. She noted that staff has done an excellent job updating the draft budget.

11. PUBLIC COMMENT

Richard Fountain of Joshua Tree commented that after attending a committee meeting recently he was told to comment during the Public Comment portion of the meeting. He read from a document stating that the right to participate in public meetings has been construed to mean that public comment may be allowed during each agenda item as well as during a separate agenda item titled "Public Comment".

12. GENERAL MANAGER REPORT

General Manager Curt Sauer reported on the status of the proposed new regulation for Chromium-6. He reported that the Recharge Pond and D3 Booster Station projects are on schedule, and that negotiations with Hi-Desert Medical Center regarding the Wastewater Treatment Plant may be nearing the final stages. Replacement of a meter and valve serving Hi-Desert Medical Center had been planned for this Fall, however, this project has become more urgent and is now planned for June 11.

13. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES

President Fuller announced the following meetings that Directors may want to attend: Association of San Bernardino County Special Districts on June 16; Local Agency Formation Commission on June 18; and Mojave Water Agency (MWA) Board of Directors Meeting on June 12.

14. INDIVIDUAL DIRECTOR REPORTS ON MEETINGS ATTENDED

None.

15. DIRECTORS COMMENTS/REPORTS

Director Luckman announced that the chairperson of the Mojave Water Agency Technical Advisory Committee passed away; the new chairperson is Janette Hayhurst.

16. DISTRICT GENERAL COUNSEL REPORT

District General Counsel Gil Granito reported a lawsuit has been brought by the Solano Taxpayers Association against the California Department of Public Health opposing adoption of the proposed new Maximum Contaminant Level for Chromium-6. Mr. Granito also reported on two bills that could affect local groundwater control.

17. FUTURE AGENDA ITEMS

Director Johnson requested a status update on Well 11. GM Sauer suggested the report be agendized for the first meeting in July since the next meeting on June 18 will be primarily devoted to the budget.

Director Luckman suggested that a Glossary of Terms be added at the end of each agenda.

18. ADJOURNMENT 8:30 PM

MSC Luckman/Reynolds 4/0 (1 Absent) and MSC Tracy/Long 5/0 (2 Absent) to adjourn the June 4, 2014 Special Joint Meeting of the Board of Directors and Citizens Advisory Committee.

President Fuller	Aye
Director Johnson	Aye
Director Luckman	Aye
Vice President Reynolds	Aye
Director Wilson	Absent

CAC Member Buckley	Aye
CAC Member Fauls	Absent
CAC Member Klintworth	Aye
CAC Member Long	Aye
CAC Member Morton	Aye
CAC Member Sernka	Absent
CAC Chair Tracy	Aye

Respectfully submitted:

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Curt Sauer, General Manager/Board Secretary

JOSHUA BASIN WATER DISTRICT  
Minutes of the  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
June 18, 2014

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

3. DETERMINATION OF QUORUM:

Victoria Fuller	Present
Bob Johnson	Present
Mickey Luckman	Present
Mike Reynolds	Present
Gary Wilson	Present

STAFF PRESENT:

Curt Sauer, General Manager  
Susan Greer, Assistant General Manager/Controller  
Keith Faul, GIS Coordinator  
Jim Corbin, Distribution Supervisor  
Marie Salsberry, HR Manager/Administrative Specialist  
Anne Roman, Accountant

CONSULTANTS PRESENT:

Gil Granito, District Counsel  
Kathleen Radnich, Public Outreach Consultant

GUESTS 5

4. APPROVAL OF AGENDA

Director Luckman stated that staff had asked to remove Item 6 from the agenda.

MSC 5/0 to approve the agenda for the June 19, 2014 Regular Meeting of the Board of Directors as modified, removing Item 6, "Public Hearing to Consider the Water Availability (Standby) Charges for Fiscal Year 2014/2015.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	Aye

5. PUBLIC COMMENTS

None.

6. PUBLIC HEARING TO CONSIDER THE WATER AVAILABILITY (STANDBY) CHARGES FOR FISCAL YEAR 2014-2015

Removed, per Item 4.

7. ADOPTION OF 14/15 – 15/16 OPERATING AND CAPITAL BUDGETS

General Manager Curt Sauer reported that a presentation had been given at the last Board meeting on June 4<sup>th</sup> and that staff recommends adoption of the 14/15 – 15/16 Operating Budget and deferral of adoption of the Capital Budget until a strategic planning or similar workshop can be held, probably in July.

Directors Luckman, Reynolds, Johnson and Fuller commended staff for doing a good job on the budget and the

presentation. Director Wilson stated he would not be in agreement and would like to see a 10% cut across the board, or at least 5%.

MSC Luckman/Reynolds 4/1 to adopt the 14/15 – 15/16 Operating Budget and defer adoption of the Capital Budget until after a strategic planning or similar workshop can be held.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

8. APPOINT GENERAL MANAGER SAUER AS LABOR NEGOTIATOR FOR AFSCME UNION NEGOTIATIONS

GM Sauer reported he has been working with staff and union negotiators and the District's labor counsel. Assistant General Manager/Controller Susan Greer has been the District's labor negotiator since being appointed as Acting General Manager. Since the general manager position is filled, GM Sauer recommended that the general manager be appointed as the District's labor negotiator. Director Wilson stated he would not support anyone on the management team being a negotiator because the last general manager, in his opinion, mishandled the negotiations.

MSC Reynolds/Luckman 4/1 to approve staff recommendation to appoint General Manager Curt Sauer as Labor Negotiator for AFSCME Union negotiations.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

9. COMMITTEE REPORTS

AD HOC COMMITTEES:

- A. ADMINISTRATION CODE UPDATE PROJECT: President Fuller and Director Luckman: No report.
- B. HOSPITAL WASTEWATER PROJECT: Director Luckman and President Fuller: No report.
- C. MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN COMMITTEE: Director Luckman and President Fuller: No report.
- D. RULES AND REGULATIONS COMMITTEE: President Fuller and Vice President Reynolds: No report.
- E. TANK RESTORATION PROJECT: Director Wilson and Director Johnson: No report.
- F. SOLAR PROJECT REVIEW COMMITTEE: President Fuller and Director Luckman: No report.

10. STANDING COMMITTEES:

- A. PUBLIC INFORMATION COMMITTEE: Director Luckman and President Fuller. Public Outreach Consultant Kathleen Radnich reported that a docent meeting will be held on June 27. The District office will be closed on July 4<sup>th</sup>. Beginning next month, the District monthly newsletter is going electronic; however, printed copies will still be available at the office and at the District's booth at the Joshua Tree Farmers Market on Saturdays. She reported speaking with a local teacher of gifted students who wants to use the demonstration garden as a teaching tool the next school year.
- B. FINANCE COMMITTEE: President Fuller and Director Johnson: No report.

11. PUBLIC COMMENT



None.

## 12. GENERAL MANAGER REPORT

GM Sauer reported that Distribution Supervisor Jim Corbin led District staff in coordinating with the local hospital for repairs that required water to the hospital to be shut down for a period of time.

Distribution Supervisor Corbin gave a presentation on the project which involved coordinated advance planning with the Hi-Desert Medical Center staff, a backflow specialist, and a local water hauler to keep the hospital's chillers served with water while the meter and valve serving the hospital were replaced and the backflow system repaired. He explained that replacement of the meter had been planned for Fall but was prioritized because the hospital's backflow system was beginning to fail. District staff worked 7 hours to replace the meter and valve and the project was a success.

GM Sauer continued with the GM Report, stating that the Management Team Advance held over three days last week resulted in a new commitment to teamwork and communication. The new regulation for Chromium-6 will go into effect next month and staff has met with the District Engineer and hydrology experts to formulate a plan that will allow the District to comply with the stricter regulation. Prior United States Geological Survey studies indicate a possibility that some wells might be modified to draw water from areas of the aquifer where there is less occurrence of total chromium. A feasibility study has been requested for treatment options. He also reported that staff will report on Well 11 at the next Board meeting on July 2.

Director Wilson asked if GM Sauer had filed a Form 700 and if he had given it to the Board. GM Sauer replied he had completed the form and given it to the Human Resources Manager. Director Wilson asked if GM Sauer had received his letter and did he have an answer. GM Sauer replied he did receive the letter from Director Wilson. He read the letter which asked how much standby revenue would be lost due to the transfer of ownership of Section 33 and whether the general manager was involved in the negotiations or purchase of Section 33. AGM/Controller Greer answered that no standby revenue was lost due to the change in ownership; standbys remain the same for the parcel. GM Sauer answered that he had no involvement in either the negotiations or purchase agreement for the property.

Director Wilson referred to a 2009 staff report he had copied for the Board and staff, noting this is the only report on Well 11 he could find. He suggested viewing Board meeting videos from July to October of 2005 for more information on Well 11.

## 13. FUTURE DIRECTOR MEETINGS AND TRAINING OPPORTUNITIES

President Fuller noted the Mojave Water Agency (MWA) Technical Advisory Committee will be held June 23, 2014.

## 14. INDIVIDUAL DIRECTOR REPORTS ON MEETINGS ATTENDED

None.

## 15. DIRECTORS COMMENTS/REPORTS

Director Johnson thanked Supervisor Corbin and staff, noting he appreciated the presentation. Director Luckman commented that the budget had been reviewed prior to tonight's meeting by both the Finance Committee and the full Board. Director Reynolds gave kudos to Supervisor Corbin and his crew for a good job and a good presentation. He reported attending the Mojave Water Agency meeting where three scholarships were awarded to Cal Poly students for their demonstration garden designs. He noted that water conservation grants may be available in the future for replacing pipes that waste water due to leaks.

President Fuller stated that a lot of time went into the preparation and review of the draft budget. She thanked Mr. Corbin for a job well done, and GM Sauer for bringing staff together.

16. DISTRICT GENERAL COUNSEL REPORT

District Counsel Gil Granito reported on litigation against Yorba Linda Water District which was recently settled. The district had sued by for the loss of homes to fire and although the Yorba Linda Water District had not been responsible for causing the fire they were sued on the basis of inverse condemnation. The lawsuit resulted in a multi-million dollar settlement. The result may be that it will be difficult for water districts to get excess carrier coverage in the future.

17. FUTURE AGENDA ITEMS

None requested.

18. ADJOURNMENT 7:43 PM

MSC Reynolds/Luckman 5/0 to adjourn the June 18, 2014 Regular Meeting of the Board of Directors.

Fuller	Aye
Johnson	Aye
Luckman	Aye
Reynolds	Aye
Wilson	Aye

Respectfully submitted:

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Curt Sauer, General Manager and Board Secretary

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

Report to: President and Members of the Board

Prepared by: Curt Sauer

TOPIC: The History of Well 11

RECOMMENDATION: Receive report on the history of Well 11. Information Only.

ANALYSIS: In past discussions about the natural gas Waukesha engine, Director Wilson mentioned that he recalled Well 11 was supposed to go back on line in 2005. Director Johnson asked for an overview of Well 11. After several weeks of researching the history, staff is prepared to present an overview of what we have documented to the Board.

STRATEGIC PLAN ITEM: N/A


FISCAL IMPACT: None

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 2, 2014

Report to: President and Members of the Board

Prepared by: Jim Corbin 

TOPIC:

ADOPTION OF VEHICLE PURCHASE AND REPLACEMENT POLICY

RECOMMENDATION:

Adopt Vehicle Purchase and Replacement policy

ANALYSIS:

The District does not have a comprehensive vehicle purchase and replacement policy, which outlines how and when vehicles are replaced. The attached policy has been drafted to address that issue. The previous Light Duty Vehicle Replacement Policy, adopted in 2002, is attached for reference. The new proposed Vehicle Purchase and Replacement Policy provides the following:

- Annual requirement to evaluate and provide rating for all vehicles
- A rating system to assist in determining when vehicles should be replaced including consideration of expense history, age, mileage and salvage value
- New vehicle selection process guidelines based on purpose or use of vehicle
- Identification of bidding/quote process
- Funding information for replacement vehicles

Adoption of the attached policy will provide guidelines for ensuring that our fleet of vehicles, which is so important to our maintenance programs as well as customer service, are replaced as needed with vehicles that are appropriate for the job. With nine vehicles in our fleet and vehicles not typically lasting nine years with our commercial use and dirt-road environment, we have to replace at least one vehicle every year, and if we don't replace any vehicles in one year, we will have to play catch-up and replace more in subsequent years. Vehicle purchase and maintenance is a normal cost of doing business, which is why we created the equipment and technology replacement fund, so that we have the funding in place to replace vehicles and equipment as needed.

The following information provides a snapshot view of the current status of our fleet of nine vehicles.

Year	Vehicle #	Description	Mileage
2005	20	Toyota Tundra 4 x 4	93,190
2007	22	Ford F-450	73,179
2007	23	Ford F-450	66,294
2007	26	Toyota RAV-4	48,480
2008	24	Toyota Tacoma	71,436
2008	25	Toyota Tacoma	40,015
2012	27	Toyota Tundra 4 x 4	19,417
2012	28	Toyota Tundra 4 x 4	37,748
2012	29	Toyota Tundra 4 x 4	25,413

The District has 10 employees working in the field, including supervisors, so we are short one vehicle, which is being budgeted for. In addition, the RAV-4, which was purchased for office use, but has been taken into the field is not an appropriate work vehicle and a replacement for that vehicle is also budgeted.

A copy of the current policy related to this issue is also attached, entitled Light Duty Vehicle Replacement Policy.

STRATEGIC PLAN ITEM:

n/a

FISCAL IMPACT:

n/a

# Joshua Basin Water District

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## VEHICLE PURCHASE & REPLACEMENT POLICY

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### Scope

Board of Directors, General Manager, Purchasing Manager, Department Heads, Supervisors, District employees.

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### Purpose

Vehicles are an integral part of the Joshua Basin Water District Operations. This policy addresses the replacement of existing vehicles and when necessary the purchase of NEW or additional vehicles. It is the District's priority to provide rapid, consistent response to emergency situations and to minimize the overall cost burden to our rate payers. As vehicles age, certain costs such as maintenance and repairs tend to increase while other costs such as depreciation decrease, this increases costs to the District. It is essential to replace vehicles when they have reached the end of their lifecycle. All field employees will be assigned their own District vehicle appropriate for their type and function of work to ensure they can perform their assigned duties.

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### Procedures

This policy uses a rating system to assist as a "guideline" to determine replacement priorities; however, many factors will be considered before replacing an existing vehicle. Although age, mileage and expenses are the primary factors in determining replacement, other factors will also be considered such as estimated SALVAGE value of the vehicle and maintenance history.

#### Rating System:

- a. **Expense History:** Repair costs are a critical factor; therefore, a complete expense history will be calculated for each vehicle every year in February. The vehicle with the lowest total expense cost will be rated with a "0" (zero), the next highest expense rating with a "1" (one) the next highest with a "2" (two) and so on. Expenses are the primary factor in replacing a vehicle; therefore, once the rating of each vehicle is complete each rating will be "doubled".
- b. **Age of vehicle:** the vehicle will be rated with a "1" (one) for every year it ages for example a model year of 2005 would rate a "9" if the calculation was done in 2014.
- c. **Mileage:** Mileage will be rated so that vehicles with fewer than 50,000 miles will be rated with a "0" (zero), Over 50,000 with a "1" (one) and 60,000 with a "2" (two) and so on. Once a total point calculation has been tallied the vehicle with the highest total rating will be at the top of the list for replacement.  
In addition to the rating system above other factors to be considered are as follows:
- d. **Salvage value.** This would be an estimate on the potential resale value of the vehicle through surplus at third party auction. Note: District Board of Directors, the General Manager and Staff are NOT permitted to bid on surplus/salvaged vehicles.

#### New Vehicle Selection Process:

- a. **Accessories:** When feasible, all usable accessories, such as, but not limited to light bars, tool boxes, two-way radios SHALL be removed from the replacement vehicle and utilized for reuse on the new vehicle. Note: "Feasible" means the accessory is in good working order, can easily be installed without major modifications to the new vehicle,

Draft vehicle replacement policy 5-30 2014 James Corbin

meets applicable safety laws/standards and will NOT contribute to voiding the warranty of the new vehicle.

- b. **Job Specific Vehicle:** Before selecting a "new" replacement vehicle the "purpose" or "use" of the new vehicle must be considered. Specifications for the "new" vehicle should be tailored around a job specific basis, for example engine size, towing capacity, fuel economy and overall size of the vehicle. NOTE: multi-use could be considered valuable; however, purchasing a vehicle that will be specific to the primary use is the main factor.
- c. **Standard Manufacturer Accessories:** All new vehicles will be required to have 4 Wheel Drive due to the majority of areas within the District service area being "soft sand". Air condition units will be required due to OSHA Heat Illness Prevention Program Requirements. Electric windows, doors and mirrors will be required for safety reasons.
- d. **Bidding/Quote Process:** The Joshua Basin Water District, being a "Special District," is allowed by law, Public Contract Code (PCC) Sections 10298 and 10299 which authorizes local government agencies, to use California Multiple Award Schedule (CMAS) and other Department of General Services agreements WITHOUT competitive bidding. When contracts are available to purchase vehicles that match the Joshua Basin Water District's needs, utilizing the CMAS bidding contract SHALL be used. If the District can't utilize the CMAS contract due to non-complying vehicle specifications required for its needs three (3) quotes from a manufacture's FLEET department will be required. If feasible, utilize 1 local dealership in the 3 quote process, provided they can meet the Joshua Basin Water District's required specifications.
- e. **Standardization of vehicles:** The Joshua Basin Water District has standardized our fleet to consist of TOYOTAS where possible. The standardization was made due to manufacturer reliability, costs, JD Powers and other third party reviews and ratings as well as standard maintenance costs.

## Additional Contacts

<i>Subject</i>	<i>Contact</i>	<i>Phone</i>	<i>Email</i>
STATE of CALIFORNIA Department of General Services (CMAS)	Department Of General Services Procurement Division	916-375-4365	<a href="mailto:cmas@dgs.ca.gov">cmas@dgs.ca.gov</a> WEBSITE: <a href="http://www.pd.dgs.ca.gov/cmas">www.pd.dgs.ca.gov/cmas</a>

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## Funding Information

The Joshua Basin Water District currently budgets for ongoing vehicle replacement with annual funding from the equipment and technology replacement fund. Use of this funding is limited to replacement of vehicles only, unless the Board of Directors authorizes otherwise. New vehicles are funded from budgeted net revenue or from reserves, as authorized by the Board of Directors.

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## History

"LIGHT DUTY VEHICLE REPLACEMENT POLICY  
Adopted by the Board of Directors December 4, 2002

## LIGHT DUTY VEHICLE REPLACEMENT POLICY

**PURPOSE:** Vehicles are an integral part of the Joshua Basin Water District. This Policy addresses the purchasing of new vehicles and when it is necessary for the replacement of vehicles. It is a priority for the District to have the ability for rapid response to emergency situations and to keep overall costs to the District manageable. As breakdowns and untimely repairs increase costs to the District, it is essential that vehicles be replaced when considered necessary.

**SCOPE:** Vehicles, that are  $\frac{3}{4}$  ton rated or lighter, will be replaced at a rate of one per year. The Board of Directors will review, for authorization, the purchase of additional vehicles when special circumstances warrant the replacement of additional vehicles. On at least an annual basis, by calendar year, all Vehicles will be rated individually with a point rating system that will give the highest point rating to the vehicle that has a greater need for replacement. Before replacement of a vehicle all of the following points will be reviewed:

1. History of repair costs.
  - a. Repair costs are a critical point to be appraised. Complete lifetime histories of repair costs will be used to rate all the vehicles. The vehicle with the lowest repair costs will be rated with a "0", the next highest with a "1", the next with a "2" and so on. Repair costs will be the primary factor and therefore when the rating is complete each rating will be doubled.
2. Age of vehicle.
  - a. The age of the vehicle will be rated with one (1) point for every year it ages. Vehicles depreciate on a five (5) year term; therefore, the oldest vehicle will get the highest point rating.
3. Mileage on vehicle.
  - a. Mileage will be rated so that vehicles fewer than 50,000 miles will be rated with "0", 50,000 with a "1", and 60,000 with a "2" and so on.

This rating system is designed, as a guideline, to give replacement priority to vehicles in a manner that will reduce expenses to the District by reducing repair costs and down time due to unplanned repairs.

When it is determined that a vehicle is to be purchased the following will apply:

1. Determine the specific purpose and intentions for use of the new vehicle.
2. Review the dependability of various manufacturers for the specific type of new vehicle.
3. Compile the specifications for the specific new vehicle.
4. Submit specifications to at least three "Fleet Dealers" for "Quotes" on the specific vehicle.





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## Morongo Basin Broadcasting Corporation

6448 Hallee Rd. #5, Joshua Tree, CA 92252 • (760) 366-8471 • FAX: (760) 366-2976 • e-mail: z107@cci-29palms.com

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President Victoria Fuller  
Joshua Basin Water District  
61750 Chollita Rd  
Joshua Tree, CA 92252

June 18, 2014

Dear President Fuller,

On July 15, 2014, Radio station Z107.7 FM (KCDZ), broadcasting live over the air to the 100,000 residents of the entire Morongo Basin, will celebrate an amazing 25 years of uninterrupted service. Since July 15, 1989, Z107.7 has been continuously locally owned and operated by Twentynine Palms residents Cynthia and Gary Daigneault.

Over the ensuing years, Z107.7 has been an intrinsic part of the incredible changes, challenges, and progress in our beautiful, remarkable, and quirky part of the Southern California desert.

To commemorate this remarkable accomplishment, we are planning a very special anniversary celebration on Tuesday, July 15, and are requesting your participation. From 7:00 a.m. until 1:07 p.m. (the time we first signed on) we will broadcast live from outside in front of our studios in a special area.

We request your participation in three ways (all three, if possible):

#1: Please stop by prior to the event (ASAP) and record in person, or e-mail an MP3 recording to [kcdzsara@gmail.com](mailto:kcdzsara@gmail.com), with your personal well wishes, if possible sharing a story of how Z107.7 made a difference to you or the agency you represent. These wishes will air in the week preceding the celebration.

#2: Come to our studios at 6448 Hallee Rd. #5, Joshua Tree on July 15, 2014, between 7:00 a.m. and 1:07 p.m. and go on the air live to share your well-wishes and/or personal story. (Just give us a heads up so we can make sure we don't get double booked!)

#3: Z107.7 would greatly appreciate a formal resolution from your agency recognizing our 25 years of extraordinary community service.

We hope you will support and join us in our efforts, for a local start-up, mom-and-pop broadcaster to have survived, sustained, and flourished in a very competitive and ever changing industry, during time of war and through the impacts of earthquakes, recessions and more for 25 years, is something we are very proud of. We hope you will join us to share our pride.

Cindy Daigneault, President

*The Voice of the Morongo Basin!*

RESOLUTION 14-918

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE JOSHUA BASIN WATER DISTRICT  
CONGRATULATING RADIO STATION Z107.7 FM  
ON 25 YEARS OF SERVICE

WHEREAS, Radio Station Z107.7 FM (KCDZ) of Joshua Tree serves the communities of the Morongo Basin; and

WHEREAS, the station has broadcast news and entertainment to residents of the Morongo Basin since July 15, 1989; and

WHEREAS, Z107.7 has kept the Morongo Basin informed throughout emergency situations including fires, floods and earthquakes as well as everyday news and events consistently since 1989; and

WHEREAS, Z107.7 FM will celebrate 25 years of broadcasting on July 15, 2014,

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Joshua Basin Water District does hereby congratulate Morongo Basin Broadcasting, Radio Station Z107.7 FM, and Cynthia and Gary Daigneault on 25 years of service.

ADOPTED this 2<sup>nd</sup> day of July 2014, by the following vote:

Director Fuller \_\_\_\_\_  
Director Johnson \_\_\_\_\_  
Director Luckman \_\_\_\_\_  
Director Reynolds \_\_\_\_\_  
Director Wilson \_\_\_\_\_

By \_\_\_\_\_  
Victoria Fuller, President

Attest \_\_\_\_\_  
Curt Sauer, Board Secretary

JOSHUA BASIN WATER DISTRICT  
MEETING AGENDA REPORT

Meeting of the Board of Directors

July 2, 2014

Report to: President and Members of the Board

Prepared by: Susan Greer



TOPIC:  
PRESENTATION ON BOARD MEETING REQUIREMENTS

RECOMMENDATION:  
Receive presentation; information only.

ANALYSIS:  
Staff will present information about the laws regulating public meetings and schedules, why Board meetings are cancelled or special meetings needed and what is required in preparing for Board meetings.

STRATEGIC PLAN ITEM:  
4.3.4 Bi-monthly Board workshops. Plan and conduct bi-monthly board workshops to provide enhanced communication on important District activities and progress.

FISCAL IMPACT:  
n/a

# NOTICE OF HEARING

Notice is hereby given that the **LOCAL AGENCY FORMATION COMMISSION for San Bernardino County** will hold a public hearing:

JULY 16, 2014  
CITY OF SAN BERNARDINO  
CITY HALL - COUNCIL CHAMBERS  
300 North D Street, First Floor  
San Bernardino, California

Environmental documentation on the following projects is available for review in the staff office of the Local Agency Formation Commission. Anyone wishing to examine this documentation may contact the LAFCO staff office at 215 North D Street, Suite 204, San Bernardino, California 92415-0490, or call (909) 383-9900 within 21 days of this notice.

9:00 A.M. – Convene Regular Meeting

1. Presentation of Resolution of Appreciation to Robert Smith

## **CONSENT ITEMS:**

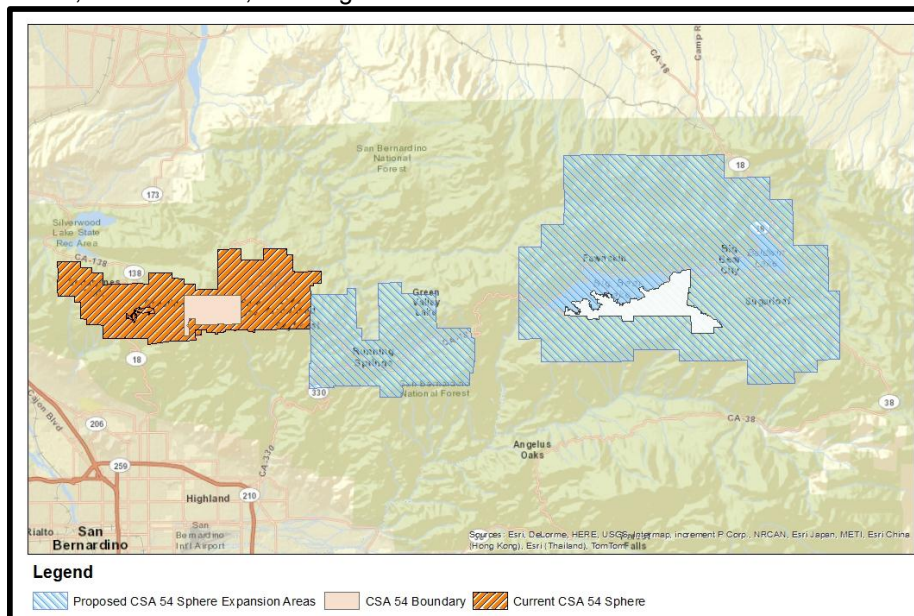
2. Approval of Minutes for Regular Meeting of June 18, 2014
3. Approval of Executive Officer's Expense Report
4. Unaudited Year-End Financial Report for Fiscal Year 2013-2014
5. Approval of Fiscal Year 2005-06 Financial Records Destruction Pursuant to Commission Policy
6. Ratify Payments as Reconciled for the Month of June 2014 and Note Cash Receipts
7. Consideration of: (1) Review of Mitigated Negative Declaration Prepared by the County of San Bernardino for Conditional Use Permit to Establish a 647,244 (MAX) Sq. Ft. Industrial Building with 12,000 sq. ft. of Office Area to be Used as a High Cube Warehouse Distribution Facility on 31.16 Acres as a CEQA Responsibility Agency for LAFCO SC#389; (2) Review and Approval of Addendum Prepared by LAFCO's Environmental Consultant that Provides Additional Information to Supplement the Mitigated Negative Declaration Adopted by the County on September 17, 2011 to address a Modification in Acreage and Parcel Configuration as CEQA Lead Agency for LAFCO SC#389; and (3) LAFCO SC#389 – City of Fontana Pre-Annexation Agreement No. 13-00002 for Sewer Service (APNs 232-051-11, 12, 18, 26, 27, 35, 36, 37, 38, and 42)

The service contract submitted relates to ten (10) parcels, Assessor Parcel Numbers 0232-051-11, 12, 18, 26, 27, 35, 36, 37, 38, and 42. The unincorporated territory comprises approximately 37 acres and is generally located south of Foothill Boulevard and easterly of Sultana Avenue, within the City of Fontana's western sphere of influence.

## **PUBLIC HEARING ITEMS:**

8. Consent Items Deferred for Discussion
9. ***CONTINUED FROM MAY 21, 2014 HEARING:*** Consideration of: (1) CEQA Statutory Exemption for LAFCO 3179; and (2) LAFCO 3179 – Service Review and Sphere of Influence Expansion for County Service Area 54 (Streetlights—Mountain Region)

The sphere of influence expansion study area is located in the San Bernardino Mountain region, generally from the community of Lake Arrowhead to the community of Bear Valley encompassing approximately 83,884 acres (131 +/- square miles). The sphere expansions are comprised of two areas (1) generally identified as the Hilltop community, which includes the areas generally known as Running Springs, Arrowbear Lake, Green Valley Lake, and the Snow Valley ski area and (2) the Bear Valley community which includes areas generally known as Fawnskin, Moonridge, Big Bear City, Baldwin Lake, Lake Williams, and Sugarloaf.



10. **CONTINUED FROM MAY 21, 2014 HEARING:** Consideration of: (1) CEQA Statutory Exemption for LAFCO 3180; and (2) LAFCO 3180 – Reorganization to Include Annexations to County Service Area 54, Detachment from County Service Area SL-1 and Dissolution of County Service Area 73 and Zone A of County Service Area 53 (Streetlight Reorganization for the Mountain Region)

The territory proposed for reorganization includes five (5) individual areas encompassing a total of approximately 8,296 acres located in the San Bernardino Mountain region.

**Area 1 – Detachment from County Service Area SL-1 and Annexation to County Service Area 54**

Area 1 encompasses approximately 8.46 acres generally located north and south of Hook Creek Road west of State Highway 173, within the unincorporated community of Lake Arrowhead.

**Area 2 –Dissolution of County Service Area 73 and Annexation to County Service Area 54**

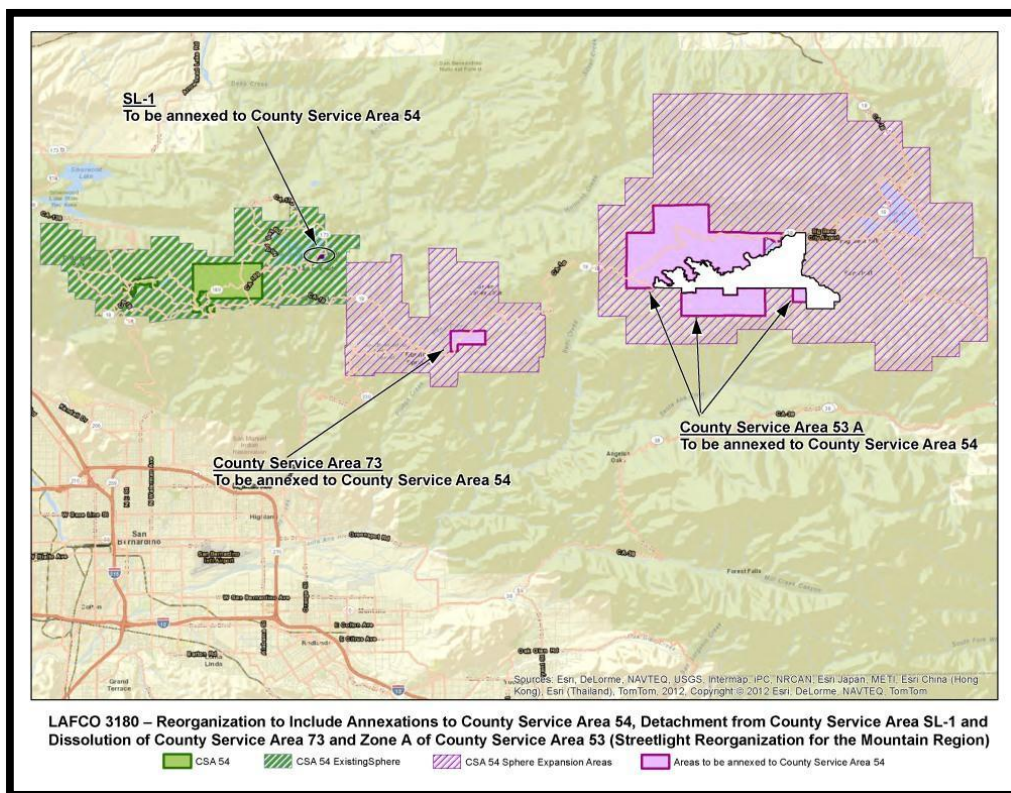
Area 2 encompasses approximately 429 acres and is generally located south of Green Valley Lake, east of Running Springs. The area includes the unincorporated community of Arrowbear Lake.

**Areas 3, 4, & 5 – Dissolution of County Service Area 53 Zone A and Annexation to County Service Area 54**

Area 3 – encompasses approximately 5,925 acres and is generally located north and west of the City of Big Bear Lake. The area is bordered by a combination of parcel lines and the City of Big Bear Lake on the east and south, and a combination of section lines along the National Forest on the west and north. The area includes the unincorporated community of Fawnskin and portions of the lake and the National Forest.

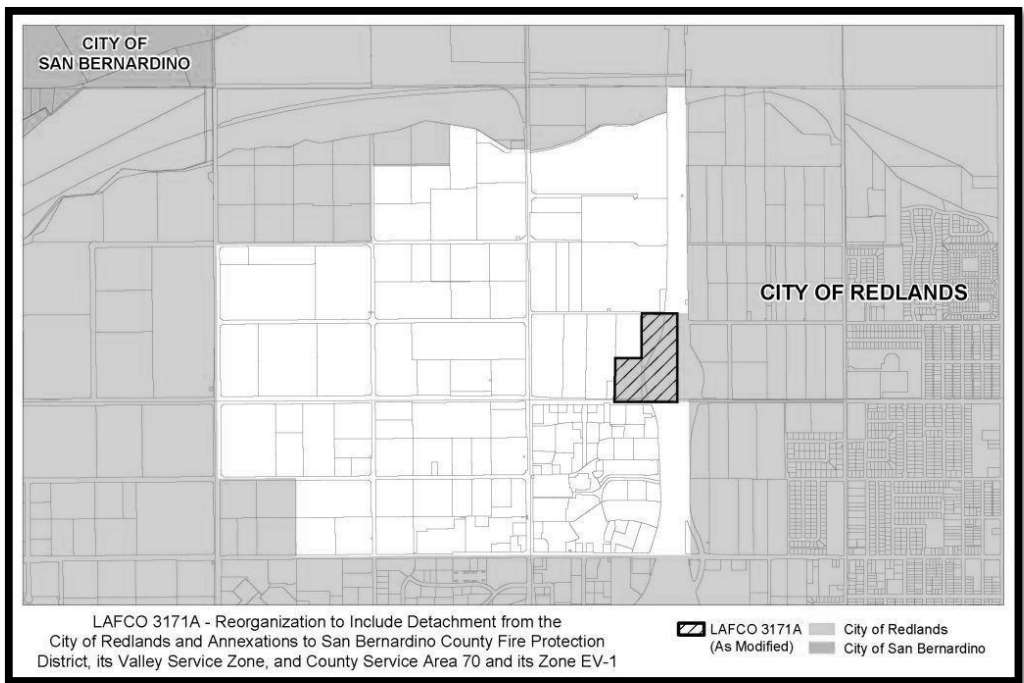
Area 4 – encompasses approximately 1776.4 acres and is generally located south of the City of Big Bear Lake. The area is bordered by a combination of parcel lines and the City of Big Bear Lake on the north, and a combination of section lines on the west, south, and east. The area includes a portion of the National Forest and the Bear Mountain Ski area.

Area 5 – includes a single parcel, APN 0310-251-01 encompassing approximately 157 acres, and is generally located adjacent to the City of Big Bear Lake’s southern boundary.



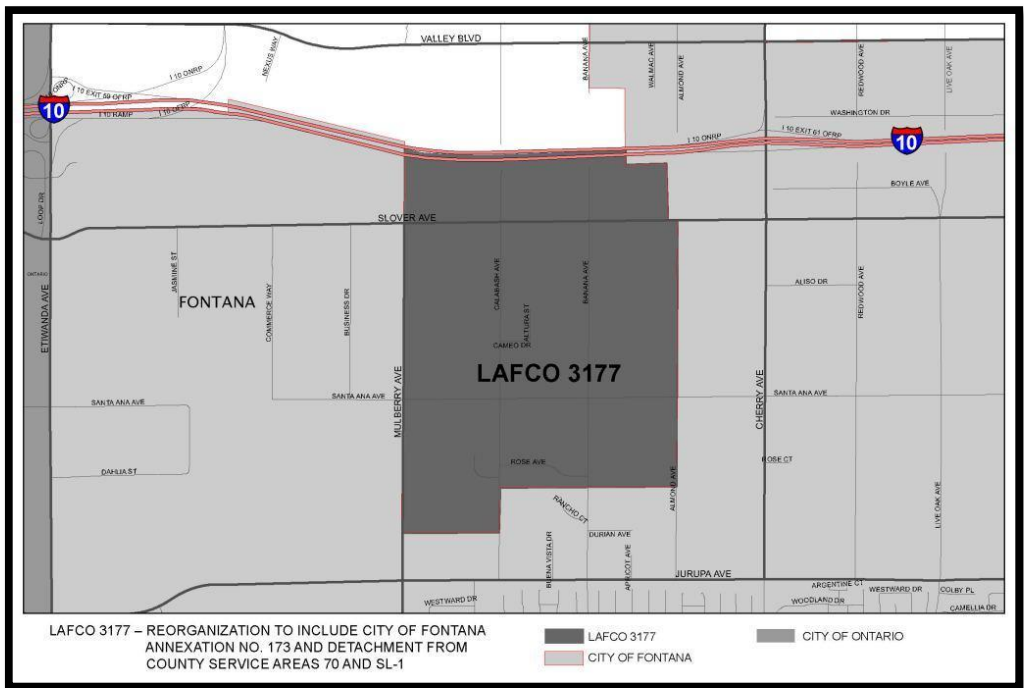
11. Consideration of: (1) Review of Mitigated Negative Declaration Prepared by the County of San Bernardino for General Plan Amendment to Change County Land Use District from East Valley/General Commercial to East Valley/Special Development and to assign a Land Use Designation of East Valley/Special Development for two parcels within the City of Redlands and a Conditional Use Permit for the Construction of a 777,260 Square Foot Industrial Building; and a Tentative Parcel Map 19500 for a One Lot Subdivision on 35.98 Acres as CEQA Responsible Agency for LAFCO 3171A and (2) LAFCO 3171A -- Reorganization to Include Detachment from the City of Redlands and Annexations to San Bernardino County Fire Protection District and its Valley Service Zone and County Service Area 70 and Zone EV-1

The proposed reorganization area comprises approximately 34.22 acres, generally bordered by the centerline of Pioneer Avenue (existing City boundaries) on the north, the centerline of Interstate 210 Freeway on the east, the centerline of San Bernardino Avenue (existing City boundaries) on the south, and parcel lines (existing City boundaries) on the west. The study area is adjacent to the unincorporated area known as the “Donut Hole.”



12. Consideration of: (1) CEQA Statutory Exemption for LAFCO 3177; and (2) LAFCO 3177 – Reorganization to Include City of Fontana Annexation No. 91 and Detachments from County Service Areas 70 and SL-1 (Southwest Industrial Plan area)

The proposed annexation area encompasses 486+/- acres, generally bordered by the centerline of Interstate 10 Freeway on the north; a combination of parcel lines and Almond Avenue on the east (existing City boundaries); parcel lines east and west of Calabash Avenue on the south (existing City boundaries) and Mulberry Avenue on the west (existing City boundaries).



**DISCUSSION ITEM:**

13. Consideration of Request from Second District Supervisor for LAFCO to Contract with the District to Prepare a Preliminary Feasibility Study for Incorporation of the Rim of the World School District Boundary

**INFORMATION ITEMS:**

14. Legislative Update Report
15. Executive Officer’s Oral Report
16. Commissioner Comments  
(This is an opportunity for Commissioners to comment on issues not listed on the agenda, provided that the subject matter is within the jurisdiction of the Commission and that no action may be taken on off-agenda items unless authorized by law.)
17. Comments from the Public  
(By Commission policy, the public comment period is limited to five minutes per person for comments related to items under the jurisdiction of LAFCO.)

The Commission may adjourn for lunch from 12:00 to 1:30 p.m.

In its deliberations, the Commission may make appropriate changes incidental to the above-listed proposals.

Materials related to an item on this Agenda submitted to the Commission or prepared after distribution of the agenda packet will be available for public inspection in the LAFCO office at 215 N. D St., Suite 204, San Bernardino, during normal business hours, on the LAFCO website at [www.sbclafco.org](http://www.sbclafco.org), and at the hearing.

Current law and Commission policy require the publishing of staff reports prior to the public hearing. These reports contain technical findings, comments, and recommendations of staff. The staff recommendation may be accepted or rejected by the Commission after its own analysis and consideration of public testimony.

IF YOU CHALLENGE ANY DECISION REGARDING ANY OF THE ABOVE PROPOSALS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED DURING THE PUBLIC TESTIMONY PERIOD REGARDING THAT PROPOSAL OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE LOCAL AGENCY FORMATION COMMISSION AT, OR PRIOR TO, THE PUBLIC HEARING.

The Political Reform Act requires the disclosure of expenditures for political purposes related to a change of organization or reorganization proposal which has been submitted to the Commission, and contributions in support of or in opposition to such measures, shall be disclosed and reported to the same extent and subject to the same requirements as provided for local initiative measures presented to the electorate (Government Code Section 56700.1). Questions regarding this should be directed to the Fair Political Practices Commission at [www.fppc.ca.gov](http://www.fppc.ca.gov) or at 1-866-ASK-FPPC (1-866-275-3772).

A person with a disability may contact the LAFCO office at (909) 383-9900 at least 72-hours before the scheduled meeting to request receipt of an agenda in an alternative format or to request disability-related accommodations, including auxiliary aids or services, in order to participate in the public meeting. Later requests will be accommodated to the extent feasible.

LOCAL AGENCY FORMATION COMMISSION  
KATHLEEN ROLLINGS-McDONALD, Executive Officer

By: JOE SERANO, LAFCO Analyst