

JOSHUA BASIN WATER DISTRICT
Minutes of the
REGULAR MEETING OF THE BOARD OF DIRECTORS
July 17, 2013

1. CALL TO ORDER: 7:00 PM

2. PLEDGE OF ALLEGIANCE

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

STAFF PRESENT: Susan Greer, Acting General Manager
Marie Salsberry, HR Manager/Administrative Specialist
Keith Faul, GIS Coordinator

CONSULTANTS PRESENT: Gil Granito, District Counsel
Deborah Bollinger, Conservation Coordinator

GUESTS 14

4. APPROVAL OF AGENDA

MSC Fuller/Reynolds 4/0 to approve the agenda for the July 17th, 2013 Regular Meeting of the Board of Directors.

5. PUBLIC COMMENT

Karen Tracy of the District's Citizens Advisory Committee commented that the committee discussed the District's water account assistance program and recommended that an exception be made for owners of brand new homes.

Kay Keene of Joshua Tree read a statement describing her attempts to obtain water service at her home.

President Luckman stated that discussion of the situation will be agendized for the next Board meeting.

Michael Perez of Joshua Tree thanked the Board for hearing his request for assistance with a high water bill at a prior Board meeting, even though the Board was unable to grant his request. He thanked Director Wilson and community members for their personal assistance given to him at the end of the meeting to help him pay his water bill.

6. CONSENT CALENDAR

MSC Fuller/Reynolds 4/0 to approve the Draft Minutes of the July 3, 2013 Regular Meeting of the Board of Directors; to receive information regarding the Auditor's communication with those charged with Governance from Charles Z. Fedak & Company; to Approve the Investment Policy; and to Approve the June 2013 Check Audit Report.

7. WATER USE EFFICIENCY AND PREVENTION OF WATER WASTE

Conservation Coordinator Deb Bollinger reported that water waste prevention is one of the Best Management Practices (BMPs) that the District must follow. She recommended that the Board agree to adopt a formal resolution to establish water conservation measures and prevent water waste, and she provided the recommended language for such a resolution.

8. DISCUSS PROPOSED PROJECTS TO BE SUBMITTED FOR THE UPDATED MOJAVE WATER AGENCY INTEGRATED REGIONAL WATER MANAGEMENT PLAN

Karen Tracy as spokesperson for the JBWD CAC, reported on the CAC's recommendations for the project list. The CAC recommended the following expansions and additions to the proposed project list:

- Central sewer plant
- Storm water recovery and rainwater harvesting, plus test sites.
- Morongo Basin cooperative projects such as interties for use in emergency situations, education and conservation programs
- Infrastructure and technology improvements
- Technical assistance with the California Urban Water Council's BMPs
- Funding for leak detection services
- Water conservation and reuse, e.g. HVAC condensate collection, gray water
- Future purchase of water for recharge

Acting General Manager Greer reported that projects need to be defined very specifically. President Luckman and Director Fuller explained that the MWA Technical Advisory Committee will ultimately review and rank proposed projects. Director Wilson commented that storm water is overseen by San Bernardino County Flood Control. During discussion it was established that the Board could approve the list of items in concept and then work on defining specific projects.

Director Reynolds commented on the process of defining specific projects and stated his approval of several of the project descriptions. Director Fuller noted that ultimately projects will be ranked in order of importance. Director Wilson stated that Director Reynolds' comment regarding retrofitting homes for greywater may be a conflict of interest. It was noted that if greywater retrofitting was to become a District-sponsored project Director Reynolds would recuse himself from any such discussion. AGM Greer stated the deadline is August 1 for the project list. Director Wilson stated he was in favor of infrastructure improvement projects only.

MSC Fuller/Reynolds 3/1 to approve the list of proposed projects with the addition of "Watershed Awareness Educational Program" and refer the list to an ad hoc committee to complete the necessary paperwork with all necessary background information, to be ready for submittal to MWA prior to August 1.

Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

President Luckman appointed herself and Director Fuller to the Ad Hoc IRWMP Project Committee.

9. RECRUITMENT FOR GENERAL MANAGER POSITION

Human Resources Manager/Administrative Services Specialist Marie Salsberry reported that staff had prepared an advertisement for the vacant general manager position based on the Ad Hoc General Manager Search Committee's "ideal candidate list", as directed by the Board.

During discussion it was noted that the list of items preferred for the "ideal candidate" do not constitute requirements for the position. Director Wilson commented a general manager should control wasteful spending.

A member of the public asked who will be the selection committee. District Legal Counsel Gil Granito stated that the selection committee will include the entire Board.

Director Reynolds suggested the Board may require a general manager to live in Joshua Tree.

Frank Coate of Joshua Tree commented in favor of requiring a District general manager to have a Grade 4 Distribution license and Grade 3 Wastewater license.

MSC Reynolds/Fuller 3/1 to approve the advertisement as written.

Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

10. CONSERVATION COORDINATOR REPORT

Conservation Coordinator Deborah Bollinger reported, reviewing the 14 conservation Best Management Practices (BMPs) and the difference between Foundational BMPs and Programmatic BMPs. She reviewed the District's efforts to date and explained how the District's conservation programs satisfied requirements for some of the BMPs.

Director Wilson stated conservation is a double edged sword; with less use rates can go up. He suggested that directors, employees, and consultants have their water consumption published.

11. FILLING OF VACANCY CREATED BY RESIGNATION OF DIRECTOR FRANK COATE

AGM Greer reported that the vacant director seat can be filled by election or appointment, or if neither is done the County Board of Supervisors will appoint a new director. She explained the requirements including that an appointment by the JBWD Board would need to be done after August 5 and no later than September 1.

Director Reynolds commented in favor of filling the vacancy by appointment. Director Wilson commented in favor of filling the vacancy by election. President Luckman commented in favor of appointment.

MSC Fuller/Reynolds 3/1 to fill the vacancy created by the resignation of Frank Coate by appointment and to direct staff to post the vacancy as soon as possible and fill the position perhaps as early as August 7.

Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

12. RESOLUTION IN APPRECIATION OF FORMER DIRECTOR COATE

President Luckman read the resolution. Former Director Frank Coate stated that he was thankful for the opportunity to serve and that he hoped to serve the District again in the future.

13. REASSIGN BOARD RESPONSIBILITIES DUE TO RESIGNATION OF DIRECTOR COATE

President Luckman nominated Director Fuller for the position of Board Vice President; Director Reynolds seconded the nomination.

MSC Luckman/Reynolds 3/1 to elect Director Fuller for the position of Board Vice President.

Fuller	Aye
Luckman	Aye
Reynolds	Aye
Wilson	No

President Luckman appointed herself as the District's representative to the Morongo Basin Pipeline Commission.

President Luckman stated she would defer appointments to the Ad Hoc Recharge Basin and Pipeline Project Committee and the Ad Hoc Hospital Wastewater Project Committee until after appointment of a new Director. She stated that Director Reynolds would be a member of the Ad Hoc Recharge Basin and Pipeline

Project Committee.

AGM Greer noted that an appointment should be made to the Ad Hoc Hospital Wastewater Project Committee as soon as possible. President Luckman appointed herself and Vice President Fuller to the Ad Hoc Hospital Wastewater Project Committee.

14. COMMITTEE REPORTS

- A. PUBLIC INFORMATION COMMITTEE: President Luckman and Vice President Fuller: President Luckman reported on behalf of Public Outreach Consultant Kathleen Radnich, who could not be present at this meeting, that the Public Outreach Consultant addressed an educational campaign regarding surface skimming of reservoirs, which has been highly effective and minimizes water loss compared to the old procedure. The Joshua Tree National Park Department of Vegetation trained docents on how to collect seeds from native plants last week. The next Public Information Committee meeting will be August 21.
- B. HOSPITAL WASTEWATER PROJECT: President Luckman and Vice President Fuller: No report.
- C. TANK RESTORATION PROJECT: Director Wilson and Vice President Fuller: Director Wilson reported that the committee did not meet as they have received no bid documents.
- D. RULES AND REGULATIONS COMMITTEE: Director Fuller and Director Reynolds: Director Reynolds reported that the committee would meet the following day.
- E. ADMINISTRATION CODE UPDATE PROJECT: Vice President Fuller and President Luckman: President Luckman reported that updates to the Administration Code are pending Rules and Regulations updates.
- F. AD HOC GENERAL MANAGER SEARCH: President Luckman and Director Reynolds: President Luckman reported the committee would meet after this Board meeting.

15. PUBLIC COMMENT

None.

16. GENERAL MANAGER REPORT

AGM Greer reported that reimbursements for the recharge grant are lagging; MWA is working to help expedite these funds, and the balance of the IDM reserve funds as well. The final tie-in for the recharge pipeline to the Mojave pipeline is expected to be completed by the end of this week; a special crew had to be brought in for this portion of the project due to its difficulty. Upcoming items for the recharge pipeline project in the following weeks will be repaving, testing of the line, air vacs and other miscellaneous work.

The Hi-Desert Medical Center Wastewater Treatment Plant project is in the final phases, initial startup of the plant is scheduled for the end of July.

Both the Recharge Pipeline Project and the HDWD Wastewater Treatment Plant Project are on schedule and on budget.

17. DIRECTORS COMMENTS/REPORTS

Director Wilson commented that around March of 2007 the District charged a ratepayer about \$16,000 for a future waterline; he asked if the money could be returned to the customer, whose family is experiencing hardship now.

Director Reynolds recognized former director Frank Coate for his work while on the Board. Director Reynolds reported attending the MWA meeting last week where there was discussion of the IRWMP and consideration of endorsing Kathleen Tieg for Vice President of the Association of California Water Agencies.

Vice President Fuller stated that the District was privileged to have former Director Coate who worked tirelessly during his tenure as a director. She reported that she and President Luckman met with Terrie

Rayhall, the head of land planning at County of San Bernardino, to discuss the county's landscape ordinance. Ms. Rayhall told them that the County is updating their GIS system. The update may allow the District to integrate its GIS mapping system with the County's and this could help the District to receive County permit information more quickly in the future.

President Luckman reported attending the San Bernardino County Local Agency Formation Commission meeting earlier in the day. She thanked Frank Coate for his service to the District as a Director.

18. DISTRICT GENERAL COUNSEL REPORT

District Counsel Gil Granito commented that all of the legislation that he has previously reported on is moving forward except for AB436 regarding inverse condemnation.

He reported that he is working with AGM Greer on improving documentation procedures for new development.

19. FUTURE AGENDA ITEMS

Kay Keene variance request; Director Appointment.

20. ADJOURNMENT 8:42 PM

MSC Fuller/Luckman 4/0 to adjourn the July 17th, 2013 Regular Meeting of the Board of Directors.

Respectfully submitted:



Susan Greer
Susan Greer, Acting General Manager

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