



**CITIZENS ADVISORY COUNCIL
TUESDAY, NOVEMBER 12, 2019, AT 6:00 PM
61750 CHOLLITA ROAD, JOSHUA TREE, CA 92252**

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. DETERMINATION OF QUORUM
4. APPROVAL OF AGENDA
5. PUBLIC COMMENT
6. APPROVE MINUTES OF THE PRIOR MEETING
 - Draft Minutes – September 10, 2019
7. LOW INCOME ASSISTANCE PROGRAM – Review current program and make recommendation to the Board to either keep the same program, amend the program, or discontinue the program.
8. GENERAL UPDATE AND FUTURE INFORMATION – JBWD Staff to provide overall updates on District operations and upcoming projects.
9. STAFF REPORT
10. ADJOURNMENT

INFORMATION

During "Public Comment," please use the podium microphone. State your name and have your information prepared and be ready to provide your comments. The District is interested and appreciates your comments. A 3-minute time limit will be imposed. 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 before the meeting to request a disability-related modification or accommodation.

JOSHUA BASIN WATER DISTRICT
CITIZENS ADVISORY COUNCIL
TUESDAY, SEPTEMBER 10, 2019

CALL TO ORDER/PLEDGE OF ALLEGIANCE – Karen Tracy called the meeting to order at 6:00 p.m.

DETERMINATION OF A QUORUM –Karen Tracy, Karen Morton, Karen Sernka, Gayle Austin, Jeff Dongvillo, Shari Long, Frank Coate, and Jane Jarlsberg were present. Gayle Austin and Shari Long were absent.

APPROVAL OF AGENDA – Agenda was approved.

PUBLIC COMMENT-

Fred Jaross spoke about an error in the Newsletter, and he doesn't think he should have to change filters in his faucets. JBWD should install filters on their lines. He pointed out that employees leave their vehicles running, which is a waste.

Miriam Seger invited GM Ban to a meeting on County Land Use.

Jane Jarlsberg would like JBWD to refrain from using plastic bottles.

CONSENT CALENDAR – Draft minutes of the CAC meeting of July 9, 2019 were approved with a correction to delete “Jeff Dongvillo will no longer be able to attend”.

ELECTION OF VICE CHAIR – With a unanimous vote, Gayle Austin was appointed as Vice Chair.

APPOINT MINUTE TAKER – With a unanimous vote, Gayle Austin was appointed minute taker.

ATTEN ONE DISTRICT TOUR – Kathleen Radnich announced the dates of the Water Tours, October 10, 2019 and October 15, 2019, at 8 a.m. Jane Jarlsberg and Jeff Dongvillo will attend October 10, 2019 and Karen Morton will attend October 15, 2019.

WASTEWATER TREATMENT STRATEGY – GM Ban gave a presentation on JBWD Wastewater Treatment Strategy, which showed the nitrate concentration areas. Current strategy is ten (10) years old and its time to update it. A brief discussion followed with the CAC and the public.

WATERMAIN REPLACEMENT - GM Ban informed the CAC that Tilford mainline had been replaced before Saddleback because of too many leaks. The CIRP crew has started on Saddleback.

STAFF REPORT - CAC members to attend Finance and WRO meetings. Frank Coate and Shari Long to attend the Finance and WRO Committee meeting on September 11, 2019. Next CAC mee4ting is on November 12, 2019, at 6:00 p.m.

ADJOURNMENT – Meeting was adjourned at 7:43 p.m.

Respectfully Submitted:

Mark Ban, General Manager and Board Secretary

2018

JOSHUA BASIN WATER DISTRICT
STAFF REPORT

Meeting of the Board of Directors

June 6, 2018

Report to: President and Members of the Board

Prepared by: Curt Sauer *CS*

TOPIC: Update on Low Income Assistance Program development

RECOMMENDATION: Authorize General Manager to initiate a one year pilot program at a cost of \$6,550

ANALYSIS:

Low Income Rate Assistance programs exist in several districts throughout the state. These programs are funded with non-water revenues, such as cell tower lease income. It is possible to fund such a program at JBWD through property tax revenues, or fees associated with delinquent accounts, such as late fees and lock off fees.

Property tax revenues are about \$425,000 each year. Fees collected associated with delinquent accounts average \$75,000 per year. Annual costs for similar programs at Coachella Valley and Mission Springs range from \$2,000 to \$5,000.

How the programs work:

Customers may receive an application by coming to the water district, or online thru United Way of the Desert, OR thru Salvation Army in Yucca Valley, on Tuesdays and Thursdays from 10 AM to 3 PM.

The program will be fully administered by United Way of the Desert. Customers apply for assistance thru United Way, either in person or online. Once they have proven their income level, and have been qualified by United Way, the agency notifies JBWD customer service, and their account is credited.

Employees and the public can donate to the program through United Way.

We recommend the JBWD Board fund this one year pilot program at \$6,650. That will allow for up to 120 successful applicants (\$6,000), plus United Way overhead costs \$50 per year + 10 percent of each successful applicant (\$5/application).

I recommend the Board approve this one year pilot program.

Fiscal Impact: \$6,650

EXHIBIT 1

Joshua Basin Water District (JBWD) has partnered with United Way of the Desert (United Way) to provide a H2O - Help to Others Assistance Program (Program). A credit of \$50 is available to qualified residential customers once in a 12-month period. Assistance is provided subject to funding availability.

Who Qualifies for Assistance?

To receive assistance, a residential customer must make a request through United Way. This Program is only available to residential customers. Customers must meet the following requirements in order to receive assistance:

- The JBWD bill must be in the name of the residential customer seeking assistance.
- The address on the bill must be the customer’s primary residence.
- Customers may apply at the Salvation Army Yucca Valley by appointment or within the designated walk-in times or online via The United Way website: <https://www.unitedwayofthedesert.org/help2others>. Customers can call United Way at (760) 323-2731 with any questions.
- In order to be eligible for the Program, United Way will perform the following calculation: The income of all members of Customer’s household, from all eligible income sources, shall be totaled to determine Customer’s total combined gross annual household income. In order to be eligible for the Program, Customer’s total combined gross annual household income must be at or below the amounts shown in the following income guidelines:

Maximum Household Income *	
Number of Persons in Household	Total Combined Gross Annual Household Income
1	up to \$24,280
2	up to \$32,920
3	up to \$41,560
4	up to \$50,200
5	up to \$58,840
6	up to \$67,480
Each additional person	\$8,640

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- Gross annual household income includes all taxable and nontaxable revenues from all people living in the home. It includes, but is not limited to the following sources:
 - Wages
 - Salaries
 - Interest and dividends
 - Spousal and child support payments
 - Public assistance payments
 - Social Security and pensions
 - Housing and military subsidies
 - Rental income
 - Self-employment income
 - All employment-related, non-cash income

How to Apply for Assistance

If you would like to apply for the Program, please call United Way at (760) 323-2731 during normal business hours or apply online at <https://www.unitedwayofthedesert.org/online-application> . You will be given information on how to make an appointment to apply in person and provide all the information requested. Funding is intended to assist with the cost of monthly water bills and may not be used for deposits, closed accounts or accounts sent to collection. Funds are available on a first-come-first-served basis.

How is the JBWD H2O Customer Assistance Program funded?

The Program is funded year-round by the Joshua Basin Water District. Charitable donations can be sent directly to United Way of the Desert, designated for the “JBWD H2O Customer Assistance Program.” Anyone may make a tax-deductible donation to United Way of the Desert, P.O. Box 13210, Palm Desert, CA 92255, or via credit card by visiting <https://www.unitedwayofthedesert.org/> and clicking “Donate”. Please call United Way at (760) 323-2731 for more information.

Thank you for your support!

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**Memorandum of Understanding
Between
United Way of the Desert and Joshua Basin Water District
For
The Development and Administration of an
H2O - Help to Others Assistance Program for Water District Customers**

This Memorandum of Understanding is entered into between United Way of the Desert (United Way) and Joshua Basin Water District (JBWD), (the Parties) for the purpose of the creation of an H2O - Help to Others Assistance Program (Program) for the customers of JBWD.

Whereas, in these times of unprecedented economic uncertainty, many residents are experiencing greater pressure to make ends meet;

Whereas, the formation of the Program will help residents pay for a most basic and life-sustaining service - water;

Whereas, a joint endeavor between United Way and JBWD provides the most efficient approach desired by the Parties;

Now, Therefore, it is mutually understood and agreed as follows:

Section 1: Guidelines

1.1 JBWD will solicit/provide the "seed money" to implement this Program. United Way will be the fiscal agent to manage the funds and will also develop and administer the Program. United Way shall identify eligible JBWD customers, process customer applications, and perform other activities necessary to administer the Program. United Way shall comply with all applicable laws, rules and regulations including, but not limited to, non-discrimination laws and regulations.

1.2 United Way will be responsible for the screening of applicants and will determine who qualifies for the Program from guidelines established by the Parties, and mutually agreed by the Parties. Those guidelines are attached as Exhibit 1. The guidelines are subject to revisions from time to time upon the mutual consent of the Parties.

1.3 United Way will provide financial reports as needed to JBWD which includes details as to the number of participants, amounts expended and any other information regarding the development and administration of the Program.

1.4 United Way will receive \$50.00 per year plus 10% of applicant credits from Program contributions for the management and administration of the Program.

1.5 It is hereby acknowledged and agreed that United Way may elect to subcontract, or otherwise delegate, to third party nonprofit entities ("Third Parties") the performance of the screening activities set forth in Exhibit 1. United Way shall remain solely responsible to JBWD for performance of this MOU. JBWD shall not be required to pursue any performance or remedies from any such Third Party. United Way shall indemnify and hold harmless JBWD from any liability that may arise from errors or omissions of Third Parties.

Section 2: General Provisions Governing the MOU

2.1 The MOU may be terminated by either Party, with or without cause, upon 45 days prior notice in writing to the other Party.

2.2 Each Party shall use its best efforts and work diligently and in good faith for the satisfactory performance and expeditious completion of the terms of this MOU.

2.3 This MOU may be executed in any number of counterparts, each of which shall be deemed original, but all of which, when taken together, shall constitute one and the same instrument.

2.4 United Way and its officers, employees and agents shall act at all times as an independent contractor and shall not be deemed to be officers, employees or agents of JBWD.

In witness whereof, the Parties have executed this MOU as of the day and year indicated on the first page of this MOU.



Kristal Granados
Executive Director
United Way of the Desert



General Manager
Joshua Basin Water District