

**SUPPLEMENT DIRECTIONS**

**TWENTYNINE PALMS**

**WATER DISTRICT CODE**

Updated by: \_\_\_\_\_  
Dated: \_\_\_\_\_

**Supplement No. 14 – January 2018**

**Includes Resolutions through 17-14**

New, reprinted pages included with this supplement are listed by title and page number in the right-hand column below. The left-hand column lists obsolete material which should be removed from the code. Follow the instruction columns in sequence: remove and replace pages as necessary.

When completed, insert these directions in a convenient place near the front of the code book. For future reference, the person making these changes may also date and initial this page.

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**Chapter 2.55**

**WORKERS' COMPENSATION PROGRAM**

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**2.55.010 Election to join program.**

The district hereby elects to join the workers' compensation program sponsored by the Association of California Water Agencies/Joint Powers Insurance Authority. [Res. 17-07 § 1]

**2.55.020 Retrospective allocation point.**

The district hereby selects \$5,000 as its retrospective allocation point (RAP) for the ACWA/Joint Powers Insurance Authority's cost allocation formula for workers' compensation. [Res. 17-07 § 2]

**2.55.030 Quarterly premium payment.**

The general manager of this district is hereby authorized to pay to the ACWA/Joint Powers Insurance Authority its deposit premium quarterly. [Res. 17-07 § 3]

**2.55.040 Certified copy of agreement – Commencement of coverage.**

The secretary of the board of directors of this district is directed to certify a copy of the resolution codified in this chapter and to forward the same resolution, the signed joint powers agreement, and the JPIA deposit premium payment promptly by mail to the Association of California Water Agencies/Joint Powers Insurance Authority, P.O. Box 619082, Roseville, California, 95661 at which time coverage will commence the 1st day of July, 2017. [Res. 17-07 § 4]

**2.55.050 Certificate of consent.**

The district is authorized and empowered to make application to the Director of Industrial Relations, state of California, for a certificate of consent to self-insure workers' compensation liabilities and representatives of the district are authorized to execute any and all documents required for such application. [Res. 17-08]

**Chapter 2.60**

**LENGTH OF SERVICE RECOGNITION POLICY**

Sections:

- 2.60.010 Recognition of length of service.

**2.60.010 Recognition of length of service.**

(1) It is a practice of the district to recognize the length of service of its employees. Length of service acknowledgments are presented to individuals for milestone anniversaries in five-year increments beginning with their fifth year (e.g., five, 10, 15, etc.).

(2) Best efforts will be made to present length of service certificates and/or plaques at a staff meeting as close as possible to the anniversary date. The employee and his/her family will be encouraged to attend a board of director's meeting where their accomplishment will also be recognized.

(3) At discretion of the general manager a district sponsored luncheon or dinner will be provided annually for staff to recognize the milestone achievements that have occurred during the calendar year.

(4) Employees eligible for a service acknowledgment and who are on leave of absence will receive the acknowledgment upon return to active employment.

(5) Employees who terminate employment prior to their anniversary date are not eligible for the service acknowledgment. [Res. 17-12 §§ 1 – 5]

## **Title 3**

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(2) At the conclusion of the proceedings, the district will refund to the applicant any unexpended portion of the deposit or require the applicant to pay any deficiency in the deposit as a condition to causing the assessment diagram to be amended. [Res. 481 § 6.02, 1988]

**3.15.140 Deposit in treasury.**

The application fee and costs of hearing shall be deposited in the treasury of the district, until disbursed as provided herein. [Res. 481 § 6.03, 1988]

**Chapter 3.20**

**INVESTMENT OF FUNDS<sup>1</sup>**

Sections:

- 3.20.010 Scope of policy.
- 3.20.020 Prudence.
- 3.20.030 Objectives.
- 3.20.040 Delegation of authority.
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- 3.20.080 Collateralization.
- 3.20.090 Safekeeping and custody.
- 3.20.100 Diversification.
- 3.20.110 Reporting.
- 3.20.120 Investment policy adoption.

**3.20.010 Scope of policy.**

This investment policy (“policy”) applies to all financial assets of the district. Funds in any deferred compensation plan and/or in a trust for retiree benefits are not included. [Res. 17-03 § 1; Res. 16-02 § 1]

**3.20.020 Prudence.**

Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and anticipated needs of the district, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. [Res. 17-03 § 2; Res. 16-02 § 2]

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1. Prior legislation: Resos. 99-11, 00-15, 01-15, 02-26, 03-08, 04-15, 05-11, 06-17, 07-17, 08-10, 09-18, 10-14, 11-16, 12-12, 13-14 and 14-11.



**3.20.030 Objectives.**

As specified in California Government Code Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

(1) Safety. Safety of principal is the foremost objective of the policy. Investments of the district shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

(2) Liquidity. The investment portfolio will remain sufficiently liquid to enable the district to meet all operating requirements that might be reasonably anticipated.

(3) Return on Investments. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. [Res. 17-03 § 3; Res. 16-02 § 3]

**3.20.040 Delegation of authority.**

Authority to manage the policy is derived from California Government Code Section 53600, et seq. Management responsibility for the policy is hereby delegated to the general manager. No person may engage in an investment transaction except as provided under the terms of this policy. The board of directors shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of the general manager or any other subordinate officials. Under the provisions of California Government Code Section 53600.3, the general manager is a trustee and a fiduciary subject to the prudent investor standard. [Res. 17-03 § 4; Res. 16-02 § 4]

**3.20.050 Ethics and conflicts of interest.**

Officers and employees involved in the investment process shall fully comply with the district's conflict of interest code in the execution of this policy. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict or appear to conflict with the proper execution of the investment pro-

gram, or which could impair their ability to make impartial investment decisions. [Res. 17-03 § 5; Res. 16-02 § 5]

**3.20.060 Authorized financial institutions and dealers.**

The general manager may maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization, authorized to provide investment services. In addition, a list may also be maintained of approved security brokers/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the state of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the general manager shall select only brokers/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the general manager shall have received from said firm a signed certification form. This form shall attest that the individual responsible for the district's account with that firm has reviewed the district's policy and that the firm understands the policy and intends to present investment recommendations and transactions to the district that are appropriate under the terms and conditions of the policy.

Where all funds of the district not placed in FDIC-insured accounts are invested through the State of California Local Agency Investment Fund (LAIF), the district need not investigate the qualifications of those financial institutions and broker/dealers with whom LAIF transacts business. [Res. 17-03 § 6; Res. 16-02 § 6]

**3.20.070 Authorized and suitable investments.**

(1) Permitted Investments. District funds may be invested as authorized by and subject to the limitations and special conditions of California Government Code Section 53601 et seq.

(2) Prohibited Investments. Under the provisions of California Government Code Sections 53601.6 and 53631.5, the district shall not invest any funds covered by this policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity. [Res. 17-03 § 7; Res. 16-02 § 7]

**3.20.080 Collateralization.**

All certificates of deposits must be collateralized by U.S. Treasury obligations. Collateral must be held by a third-party trustee and valued on a monthly basis. The percentage of collateralization on repurchase and reverse repurchase agreements will adhere to the amount required under California Government Code Section 53601(i)(2). [Res. 17-03 § 8; Res. 16-02 § 8]

**3.20.090 Safekeeping and custody.**

All security transactions entered into by the district shall be conducted on a delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the district by book entry, physical delivery or by third-party custodial agreement as required by California Government Code Section 53601. [Res. 17-03 § 9; Res. 16-02 § 9]

**3.20.100 Diversification.**

The district will diversify its investments by security type and institution. It is the policy of the district to diversify its investment portfolio. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

(1) Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

(2) Maturities selected shall provide for stability of income and liquidity.

(3) Disbursement and payroll dates shall be covered through maturities investments, marketable U.S. Treasury Bills or other cash equivalent instruments such as money market mutual funds. [Res. 17-03 § 10; Res. 16-02 § 10]

**3.20.110 Reporting.**

In accordance with California Government Code Section 53646(b)(1), the general manager shall submit to each member of the board a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values on current market values of each component of the portfolio, including funds managed for the district by third party contracted managers, if applicable. The report will also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the policy, and (2) the district will meet its expenditure obligations for the next six months as required by California Government Code Sections 53646(b)(2) and (3), respectively. The general manager shall maintain a complete and timely record of all investment transactions. [Res. 17-03 § 11; Res. 16-02 § 11]

**3.20.120 Investment policy adoption.**

The policy shall be adopted by resolution of the board of directors. The policy shall be reviewed on an annual basis, and modifications must be approved by the board of directors. [Res. 17-03 § 12; Res. 16-02 § 12]

**Chapter 3.30**

**RESERVE POLICY**

Sections:

3.30.010 Established.

**3.30.010 Established.**

The following reserve levels are established and adjusted annually when the budget is adopted:

(1) Operating Reserves. This reserve covers contingency funds to continue operations in the event of an unanticipated cash shortfall. This reserve provides continuity of service during an unexpected event, whether it be economic shortfall, natural disaster, or other extreme event. This reserve will be set at a minimum of 120 days of budgeted operating and maintenance (O&M) expenses.

(2) Capital Reserves. This reserve covers unforeseen and emergency capital needs that are necessary to meet regulatory requirements, system reliability and future needs. This reserve will be set at a minimum amount of three percent of total capital assets.

(3) Primary and Secondary Impact Fees. This restricted reserve is funded by developer impact fees and can only be used to create additional capacity or distribution within the district. There are no set minimums for this reserve. [Res. 15-02]

**Chapter 3.35**

**DEBT MANAGEMENT POLICY**

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3.35.010 Purpose of the policy.

3.35.020 Policy.

3.35.030 Conditions for debt issuance.

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3.35.050 Interest rate swaps.

3.35.060 Debt management.

3.35.070 Authority.

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**3.35.010 Purpose of the policy.**

This policy sets forth comprehensive guidelines for the financing of capital expenditures. It is the objective of this policy that:

(1) The district obtain financing when necessary;

(2) The process for identifying the timing and amount of debt or other financing be as efficient as possible;

(3) The most favorable interest rate and issuance costs be obtained; and

(4) When appropriate, future financial flexibility be maintained. [Res. 17-11 Exh. A § 1]

**3.35.020 Policy.**

The issuance of long-term debt is a valuable funding resource for the district. Used appropriately and prudently, long-term debt can minimize the district's water system charges and rates over time.

To minimize dependency on debt financing for capital projects, annual renewal and replacement capital projects will be adequately funded from rates. Funding levels for capital investments will be sufficient to meet capital improvement projections needed as outlined in the current asset management plans and/or water system master plan. Long-term debt will be considered only for large capital improvement projects or greater than normal capital plans. The district will maintain water rates to at least meet, and potentially exceed, the minimum and target debt service coverage (DSC) requirements as imposed by bond covenants. The district will not issue long-term debt to support operating costs.

(1) Use of Long-Term Debt as a Funding Mechanism. Use of long-term debt will be minimized and, unless otherwise directed by the district

board of directors, will be utilized only for projects described in the district's approved capital improvement program. The district may consider the use of long-term debt financing when it appears that a capital project, or other expenditures as deemed appropriate by the board, is of such a magnitude that it will negatively impact the district's rates in the short-term. The benefit of long-term debt financing is that it will spread the costs of the capital asset over a longer period of time and will, therefore, approximate the useful life of the asset, and over time, charge those customers that benefit from that asset more equitably.

(2) Types of Long-Term Debt. The district may utilize any type of debt available to it; provided, that, the district will strive to utilize the type of debt that has the lowest costs, while not imposing any burdensome covenants or reporting requirements.

(3) Legal Covenants. The district will manage its finances to meet all bond covenants associated with the long-term debt. Bond covenants are legal obligations of the district.

(4) Debt Service Coverage Covenants. Long-term debt issuances typically contain legal covenants regarding DSC. A DSC ratio is an important financial measure of the district's ability to repay the outstanding debt obligation, and is reviewed for adequacy by banks and rating agencies. Generically, the DSC ratio is the district's net operating income divided by the total annual debt service payment. For financial planning purposes, the targeted annual DSC ratio will be greater than or equal to 1.85 on all outstanding debt that carries such a covenant.

(5) Reporting Standards. The district will fully adhere to all applicable Government Accounting Standards Board (GASB) requirements and recognized best practices for the accounting treatment and disclosure of debt obligation transactions in its audited financial statements and other relevant publications.

(6) Revenue-Bonded Debt Capacity. The issuances of debt are supported by the revenues of the district. The ability of the district to fund and support revenue-bonded debt will financially establish a debt level and capacity for revenue-bonded debt. [Res. 17-11 Exh. A § 2]

**3.35.030 Conditions for debt issuance.**

(1) When debt issuance is determined necessary, the district will assess the market conditions and timing for debt issuance to include issuing debt:

- (a) In times of favorable market conditions;
- (b) When bond ratings would qualify district issuances to be investment grade; and
- (c) When revenues are sufficient to adequately cover expected debt service and issuance costs.

(2) Bond credit enhancements will be considered when necessary for market acceptance and when costs are favorable to the district. [Res. 17-11 Exh. A § 3]

**3.35.040 Conditions for debt refinancing.**

(1) Debt refinancing (refunding) is an important debt management tool for the district. There are three key concepts that must be taken into consideration when evaluating a debt for refunding:

- (a) Financial and policy objectives;
- (b) Financial savings/results of financing;
- (c) Bond structure and escrow efficiency.

(2) Financial and Policy Objectives. The district may undertake a refinancing for a number of financial and/or policy objectives, including to achieve debt service savings, eliminate restrictive debt/legal covenants, restructure the stream of debt service payments, or to achieve other policy objectives. Although in most circumstances the district may undertake a refunding to obtain economic savings, it may refund an issue to restructure its debt portfolio in order to obtain budgetary/cash flow relief or to address exposure to other costs/liabilities and to extend the maturity.

(3) Financial Savings/Results of Financing. The financial framework regarding the evaluation of refunding opportunities is to be developed and evaluated by the district treasurer, typically to include the efforts of outside financial advisors. It is important to note that federal tax law typically permits an issuer to conduct one advance refunding over the life of a bond issue. As such, the district must take greater care (i.e., require a higher savings threshold) when evaluating an advance refunding opportunity. In certain circumstances, lower savings thresholds may be justified. For example, when an advance refunding is being conducted primarily for policy reasons (other than economic savings), interest rates are at historically low levels

or the time remaining to maturity is limited, and as such, future opportunities to achieve greater savings are not likely to occur.

(4) Bond Structure and Escrow Efficiency. The district's debt management practices should anticipate the potential for future refundings. When debt is issued, careful attention should be paid to the bond structure to address features that may affect flexibility in the future. To that end, upon debt issuance the district shall consider: optional redemption provisions, bond coupon characteristics giving up call rights for certain maturities in exchange for a lower interest rate on the bonds, call provisions that permit the redemption of bonds in any order of maturity or on any date, call provisions that permit the issuer to call bonds at the earliest date without incurring a significant interest rate penalty, and coupons on callable bonds priced as close to par as possible at the time of original issue.

(5) Escrow Efficiency. The lower the cost of the escrow the more efficient the escrow. Also, in order to be efficient, escrow securities need to mature or pay interest when debt service payments of the refunded escrow are due.

(6) Current versus Advance Refunding. There are two types of refundings for tax-exempt debt financing, as defined by federal tax laws: a current refunding in which a refunding takes place (i.e., refunding bonds are sold) within 90 days of the optional call date, and an advance refunding in which refunding bonds are sold more than 90 days prior to the first call date. Federal tax law typically permits an issuer to conduct one advance refunding over the life of a bond issue. [Res. 17-11 Exh. A § 4]

**3.35.050 Interest rate swaps.**

(1) The incurring or carrying of variable-rate debt obligations by the district involves a variety of interest rate payments and other risks that interest rate swaps are available to offset, hedge, or reduce. It is the policy of the district to utilize such interest rate swaps to better manage its debt portfolio. The district will consider executing an interest rate swap transaction if it expects the swap transaction will result in any of the following:

- (a) Reduce exposure to changes in interest rates on a financial transaction;
- (b) Result in a significantly lower net cost of borrowing with respect to the district's debt consistent with an established target; or

(c) Manage variable interest rate exposure consistent with prudent debt practices and guidelines as approved by the board.

(2) Savings Target. Interest rate swaps will require a significant financial benefit or savings versus traditional fixed-rate debt. For an interest rate swap intended to produce the effect of a synthetic fixed-rate transaction, the swap transaction must generate five percent or greater net present value savings compared to standard fixed-rate bonds which have the same optional redemption features.

(3) Restrictions. The district will not enter into any swap transaction:

- (a) For speculative purposes.
- (b) If the swap presents an extraordinary risk to the district's liquidity to terminate the agreement due to unforeseen events.
- (c) If there is insufficient price transparency to allow for fair market valuation.

(4) Provider Requirements. The transaction provider will have a credit rating of AA (or equivalent) or better from at least two nationally recognized credit rating agencies (at the time of agreement execution). The transaction provider will have a demonstrated record of successfully executing derivative transactions and have a minimum capitalization of \$2,000,000,000.

(5) Use of Independent Advisor. The district will use a professional advisor or designated swap representative ("swap advisor") to assist in the assessment, structuring, and pricing of proposed or existing interest rate swaps. The swap advisor will be a firm which:

- (a) Is a municipal advisor registered with the Securities and Exchange Commission;
- (b) Has sufficient knowledge to evaluate the swap transaction and risks;
- (c) Is not subject to a statutory disqualification;
- (d) Is independent of the swap dealer or major swap participant;
- (e) Undertakes a duty to act in the best interests of the district;
- (f) Provides appropriate and timely disclosures to the district; and
- (g) Evaluates fair pricing and the appropriateness of the swap. [Res. 17-11 Exh. A § 5]

**3.35.060 Debt management.**

The district's general manager will oversee the bond issuance process with assistance from the district's contract CPA and any financial advisors deemed necessary. The general manager will insure debt proceeds are expended for allowable purposes only. The district's contract CPA will review all debt proceeds expenditures and another form of internal control. The district's general manager will ensure compliance with continuing disclosure and other post-issuance requirements. The district's CPA will review all disclosures for compliance as well. [Res. 17-11 Exh. A § 6]

**3.35.070 Authority.**

The general manager is responsible for adherence to this policy and regular reporting of the district's financial status. Board oversight will be accomplished through regular reporting of financial status and review of this policy. [Res. 17-11 Exh. A § 7]

**3.35.080 Policy review.**

This policy will be reviewed at least biennially. [Res. 17-11 Exh. A § 8]

## **Title 4**

### **POLICIES**

#### **Chapters:**

- 4.05 Public Use of District Lands**
- 4.10 Annexations**
- 4.15 Smoking in Public Facilities**
- 4.20 Statute of Limitations on Decisions by District**
- 4.25 Purchasing Policies and Procedures**
- 4.30 Exportation of Water**
- 4.35 Criminal History Information Use**
- 4.40 Fixed Asset Capitalization Policy**
- 4.45 Unclaimed Property Policy**
- 4.50 Identification and Disposal of Unserviceable/Surplus Material and Equipment**
- 4.55 Records Retention**
- 4.60 Legislative and Regulatory Policy Principles**

**Chapter 4.60**

**LEGISLATIVE AND REGULATORY  
POLICY PRINCIPLES**

Sections:

- 4.60.010 Policy position support.
- 4.60.020 Position factors.
- 4.60.030 Water conservation position.
- 4.60.040 Travel and daily stipends.

**4.60.010 Policy position support.**

The board of directors of the Twentynine Palms Water District does hereby resolve to support the position on the policy and regulatory proposals described in this chapter, as recommended by the committee, and does hereby direct the committee, the general manager and staff to take all necessary and appropriate actions to carry forward such policy positions on behalf of the district. [Res. 17-14]

**4.60.020 Position factors.**

Twentynine Palms Water District serves a disadvantaged community whose rate and tax payers have incurred the costs of providing safe and reliable drinking water at affordable rates.

Our position on efforts to levy safe drinking water fees by the state from water users shall be weighed upon the following factors:

- (1) The potential impact on the ability to raise revenues for local challenges with arsenic, hexavalent chromium, fluoride, and potential issues with nitrates and threats to divert flows that would otherwise replenish the basin;
- (2) The degree to which state fees for safe drinking water include priorities that are important to the overall Morongo Basin area;
- (3) The likelihood that ratepayers can afford to pay such fees;
- (4) The probability that funds collected through such means will return to the area in the form of grants. [Res. 17-14 Exh. A]

**4.60.030 Water conservation position.**

The Twentynine Palms area is a dry, high desert whose residents severely limit outdoor water use and instead dedicate water uses during warm peak periods to the protection of health and safety through the use of evaporative coolers.

Our position on legislation and regulations to make “Water Conservation a Way of Life” will be based upon:

- (1) Recognition of the natural weather and resource characteristics of the Morongo Basin;
- (2) The need to protect the general and vulnerable segments of the population from periods of excessive heat in the most cost-effective and efficient ways possible;
- (3) Availability of state resources for incentives for water and energy-efficient cooling device retrofits and replacements. [Res. 17-14 Exh. A]

**4.60.040 Travel and daily stipends.**

The board of directors of the Twentynine Palms Water District recognizes that the management of legislative and regulatory affairs issues may require the board’s legislative and regulatory affairs committee members to travel for the purposes of attending legislative and regulatory forums. Travel and daily stipends must be approved by the board of directors; however, in the event that there is insufficient notice of a meeting/ event, committee members’ travel and accompanying daily stipend may be approved by the president and/or vice president of the board so long as the following criteria are met:

- (1) The issues addressed at such forums are relevant to the approved policy principles and/or specific related board actions;
- (2) That any action to take formal positions in support or opposition to legislation or regulations will not be taken on issues by members of the legislative and regulatory affairs committee or the general manager for which the board has not consented through prior action or until action is taken to the board at a later date. [Res. 17-14 Exh. A]



(2) A private contractor who is authorized by an organized fire agency to assist in control of a fire may also use the closest available water source.

(3) When a fire is controlled and/or water is needed for nonemergency purposes, nonpotable water may be used by an outside fire agency from a prearranged, designated source.

(4) If a nonpotable water source is not available, the district will not provide water to outside fire agencies for nonemergency purposes. [Res. 447, 1987]

**Chapter 6.15**

**WATER SHORTAGES AND CONSERVATION<sup>1</sup>**

Sections:

Article I. Water Shortages

- 6.15.010 Authority.
- 6.15.020 Public hearing required.
- 6.15.030 Allocation of water.
- 6.15.040 Service denial, discontinuance.
- 6.15.050 Conservation measures.
- 6.15.060 Continuance of emergency.
- 6.15.070 Priority uses.

Article II. Water Conservation

- 6.15.100 Conservation measures.
- 6.15.110 Waste prevention measures.

Article III. Use Restrictions  
(Repealed by Res. 17-06)

**Article I. Water Shortages**

**6.15.010 Authority.**

Pursuant to Chapter 3 (commencing with Section 350) of the Division 1 of the Water Code, the board of directors may declare a water shortage emergency condition to prevail within the area served by the district whenever it finds and determines that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the district to the extent that there would be insufficient water for domestic use, sanitation, and fire protection. [Ord. 57 § 1(a), 1988]

**6.15.020 Public hearing required.**

Pursuant to said Chapter 3 of the Water Code, such a declaration is to be made only after public hearing at which consumers of water supplied by the district have had an opportunity to be heard and to protest against the declaration and to present their respective needs to the board of directors. [Ord. 57 § 1(b), 1988]

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1. Code reviser's note: The Water Conservation Plan found in Res. 484, adopted August 17, 1988, is on file in the district offices.

suant to the following procedures: If the general manager determines that the discontinuance of water service is warranted as to a water user who has been found to be wilfully wasting water, the general manager shall mail or deliver written notice to the user listing the waste and giving five days' notice that continued waste will be cause for discontinuance of water service. If corrective action has not been made within the five-day grace period, the water shall be shut off. The property owner shall be notified by mail or hand-delivered notice to the user of the time and place when the board of directors will consider the recommendation of the general manager with respect to the length of discontinuance of water service, and that such water user may appear at such time and place and be heard with respect to the matters to be considered by the board of directors. Upon the conclusion of its consideration of such an action by the general manager, the board of directors shall make a determination as to whether or not water service shall be continued to the water user, and the general manager shall notify the water user of the board of directors' determination in writing by first class mail or personal delivery. [Ord. 58 § 2, 1988]

**Article III. Use Restrictions**

(Repealed by Res. 17-06)

13-10	6/26/13	Adopts fire department 2013-14 fiscal year budget (Not codified)
13-11	6/26/13	Appropriations limit for fiscal year 2013-14 (Not codified)
13-12	6/26/13	Volunteer fire department personnel compensation; rescinds Res. 12-11 (Repealed by 14-10)
13-13	7/24/13	Supports inclusion of district service area within integrated regional water management plan boundary (Not codified)
13-14	8/28/13	Investment of district funds (3.20)
13-15	8/28/13	Amends water district 2013-14 fiscal year budget (Not codified)
13-16	9/25/13	Proclaims “Fire Prevention Week” (Not codified)
13-17	9/25/13	Declares intention to amend groundwater management plan (Not codified)
13-18	10/23/13	Commends Craig Walker for distinguished public service (Not codified)
13-19	10/23/13	Proclaims “Change Your Clock, Change Your Battery Day” (Not codified)
13-20	11/20/13	Commends Philip C. Cisneros for distinguished public service (Not codified)
13-21	12/18/13	Adopts premium only Section 125 plan (Not codified)
14-01	1/22/14	Elections; rescinds Res. 09-02 (Repealed by 14-04)
14-02	2/26/14	Safe Drinking Water State Revolving Fund (SDWSRF) planning application funding (Not codified)
14-03	3/26/14	Water availability assessments (Not codified)
14-04	4/23/14	Reestablishes Res. 09-02; rescinds Res. 14-01, elections (1.40)
14-05	4/23/14	Declares “Water Awareness Month” (Not codified)
14-06	6/25/14	Water availability assessments (Not codified)
14-07	6/25/14	Adopts water district 2014-15 fiscal year budget (Not codified)
14-08	6/25/14	Adopts fire department 2014-15 fiscal year budget (Not codified)
14-09	6/25/14	Appropriations limit for fiscal year 2014-15 (Not codified)
14-10	6/25/14	Volunteer fire department personnel compensation; rescinds Res. 13-12 (Repealed by 15-12)
14-11	7/23/14	Investment of district funds (3.20)
14-12	8/27/14	Mandatory restrictions on water use (Repealed by 15-07)
14-13	9/24/14	Proclaims “Fire Prevention Week” (Not codified)
14-14	10/22/14	Proclaims “Change Your Clock, Change Your Battery Day” (Not codified)
14-15	11/19/14	Proposal for Department of Water Resources 2014 Water-Energy Grant funding (Not codified)
15-01	3/25/15	Water availability assessments (Not codified)
15-02	3/25/15	Establishes reserve policy (3.30)
15-03	3/25/15	Surplus property declaration (Not codified)
15-04	4/22/15	Adopts mitigated negative declaration for the Well 7B and New Storage Reservoir Project (Not codified)
15-05	4/22/15	Requests district’s August odd-year all-mailed ballot election change to November polling place election (1.40)
15-06	4/22/15	Surplus property declaration (Not codified)
15-07	5/27/15	Mandatory restrictions on water use (Repealed by 17-06)
15-08	6/24/15	Water availability assessments (Not codified)
15-09	6/24/15	Adopts water district 2015-2016 fiscal year budget (Not codified)
15-10	6/24/15	Adopts fire department 2015-2016 fiscal year budget (Not codified)
15-11	6/24/15	Appropriations limit for fiscal year 2015-2016 (Not codified)
15-12	6/24/15	Volunteer fire department personnel compensation; rescinds Res. 14-10 (Not codified)
15-13	8/26/15	Amends water district 2015-2016 fiscal year budget (Not codified)
15-14	8/26/15	Requests local agency formation commission to take proceedings for sphere of influence amendment and reorganization of Twentynine Palms fire department and San Bernardino County fire protection district (Not codified)
15-15	9/23/15	Proclaims “Fire Prevention Week” (Not codified)

15-16	10/28/15	Proclaims “Change Your Clock, Change Your Battery Day” (Not codified)
15-17	12/16/15	Designates general manager as representative to apply for potable groundwater management project funding (Not codified)
16-01	2/8/16	Amends Res. 15-12, volunteer fire department personnel compensation (Not codified)
16-02	2/24/16	Investment policy (3.20)
16-03	3/23/16	Water availability assessments (Not codified)
16-04	4/27/16	Approves adoption of Public Agencies Post-Employment Benefits Trust (Not codified)
16-05	4/27/16	Amends water district purchasing policy (4.25)
16-06	4/27/16	Declares “Water Awareness Month” (Not codified)
16-07	6/22/16	Water availability assessments (Not codified)
16-08	6/22/16	Adopts water district 2016-2017 fiscal year budget (Not codified)
16-09	6/22/16	Adopts 2015 urban water management plan and water shortage contingency plan (Not codified)
16-10	6/22/16	Authorizes transfer of banks; rescinds Res. 09-22 (Not codified)
16-11	7/27/16	Commends Jim Thompson for public service as fire chief (Not codified)
16-12	8/24/16	Employee/family emergency plan (6.40)
16-13	8/24/16	Emergency response plan (6.40)
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16-16	9/28/16	Surplus property declaration (Not codified)
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16-18	10/26/16	Adopts wastewater master plan (6.55)
17-01	1/25/17	Adopts amendments to urban water management plan and water shortage contingency plan (Not codified)
17-02	1/25/17	Pledges funds for potable groundwater management project repayment (Not codified)
17-03	2/22/17	Investment policy (3.20)
17-04	2/22/17	Concurs with nomination of Kathleen J. Tiegs to the Association of California Water Agencies Joint Powers Insurance Authority executive committee (Not codified)
17-05	3/22/17	Water availability assessments (Not codified)
17-06	4/26/17	Repeals Res. 15-07, water use restrictions (Repealer)
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17-11	6/28/17	Debt management policy (3.35)
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