

JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, FEBRUARY 2, 2022

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the meeting to order at 5:30 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Floen asked for a rollcall and the following Directors are present: Vice President Doolittle, Director Jarlsberg, and Director Unger are in attendance via teleconference.

ADMINISTER THE OATH OF OFFICE TO APPOINTED DIRECTOR BARBARA DELPH – President Floen administered the Oath of Office to Director Barbara Delph. This was followed by congratulations the Board Directors, and the CAC members that were present.

STAFF PRESENT –Sarah Johnson, Acting General Manager, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, Brandon Warner, CIRP Supervisor, and Beverly Krushat, Executive Assistant, are in attendance via teleconference.

CONSULTANTS PRESENT – Kathleen Radnich, Public Information Consultant and Jeff Hoskinson, Legal Counsel.

APPROVAL OF AGENDA –

MSC¹ (Delph/Doolittle) 5/0/0 motion carried to approve the Agenda of February 2, 2022.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

STATE OF EMERGENCY FINDINGS – GOV'T CODE §54953(e) – The Board of Directors voted unanimously to extend the State of Emergency Findings for another 30 days.

MSC¹ (Unger/Jarlsberg) 5/0/0 motion carried to extend the State of Emergency Findings for another 30 days.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

PUBLIC COMMENT – Frank Coate, Vice Chair, Citizens Advisory Council (CAC), welcomed Director Delph to the Board of Directors. David Carrillo, Chairperson, Citizens Advisory Council (CAC), also welcomed Director Delph to the Board of Directors.

CONSENT CALENDAR –

MSC¹ (Unger/Floen) 5/0/0 motion carried to approve the Consent Calendar.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

STANDING COMMITTEE ASSIGNMENTS – President Floen stated that the Standing Committee Assignments will remain the same, listed below:

- Finance Committee– President Floen and Director Unger
- Legislative & Public Information Committee – Director Jarlsberg & Director Unger
- Water Resources & Operations Committee – Director Doolittle & Director Jarlsberg

ADHOC Committees are as follows:

- New Admin Building – Director Delph & Director Doolittle
- New GM Search – President Floen & Director Delph

CITIZENS ADVISORY COUNCIL (CAC) APPOINTMENT – The Board of Directors received and accepted Mr. Glen Harris’s application to be a member of the Citizens Advisory Council.

MSC¹ (Unger/Delph) 5/0/0 motion carried to appoint Mr. Glen Harris to the Citizens Advisory Council (CAC).

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

APPROVE THE APPOINTMENT OF ACTING GENERAL MANAGER SARAH JOHNSON AS BOARD SECRETARY PER SECTION 4.08 – The Board of Directors voted unanimously Acting General Manager as Board secretary.

MSC¹ (Doolittle/Unger) 5/0/0 motion carried to appoint Acting General Manager Sarah Johnson as Board Secretary.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

CHANGE OF LAIF AUTHORIZATION FOR TRANSFER OF FUNDS – Director Anne Roman gave the staff report and stated that Resolution No. 21-1038 provides authority to file a “Revised Authorization for Transfer of Funds” with LAIF. Former General Manager Ban will be removed as an authorized transaction initiator and Acting General Manager Johnson will be added as a long-term option under her Director of Administration title.

MSC¹ (Jarlsberg/Delph) 5/0/0 motion carried to approve Resolution No. 21-1038 to provide authority to file a revised “Authorization for Transfer of Funds” with LAIF.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

RATE & FEE COMPETITIVE BIDDING CONSIDERATION OF EXCEPTION – Director Anne Roman gave the staff report and requested that the Board of Directors approve the exception to the Bidding Policy and provide authority to enter into an agreement between Joshua Basin Water District and Bartle Wells Associates to provide Rate & Fee Study services. Staff recommends making an exception to the competitive bidding process and soliciting a bid only from our prior Rate Study consultant, Bartle Wells Associates (BWA). This was followed by a brief Q&A period with the Board of Directors. This was followed by comments and questions from the Board of Directors. Director Delph suggested that the Board vote to forego the RFP process and go with Bartle Wells Associates for the Rate Study.

Public Comment – Frank Coate stated that Bartle Wells is a good company and feels they will do a good job for the District.

MSC¹ (Unger/Delph) 5/0/0 motion carried to approve the exception to the Bidding Policy and to enter into an agreement between the Joshua Basin Water District and Bartle Wells Associates to provide Rate & Fee Study services.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

DIRECTOR MEETING REPORTS – Kathleen Radnich, Public Information Consultant reported on 2022 pending classes, grant updates and the Farmer’s Market theme for February is “Careers in Water”, and the “Low Income Assistance Program”. This was followed by Director Unger and Director Jarlsberg commenting on the meetings they attended. Chairperson Carrillo gave a report on the last CAC meeting and commented that Frank Coate was voted in as the new Vice Chairperson of the CAC.

FUTURE DIRECTOR MEETINGS – President Floen read off the list of the upcoming meetings.

RECESS – At approximately 6:36 p.m. the Board members took a short recess before they began the Closed Session.

CLOSED SESSION – At approximately 6:48 p.m. the Board members returned from a short recess and met in Closed Session on Item 16 of the Agenda.

RETURN TO OPEN SESSION – At approximately 8:14 p.m. the Board returned to Open Session and Jeff Hoskinson, Legal Counsel report the Board met in Closed Session on items 16(A) and 16(B) and took no reportable action in Closed Session. A recommendation was made on item 16(B) for consideration to temporarily increase the salary of Acting General Manager Sarah Johnson to the amount of \$210,000 per year, which is the salary of the former General Manager, for the duration of her service as Acting General Manager, with such increase retroactive to December 23, 2021.

MSC¹ (Unger/Jarlsberg) 5/0/0 motion carried to approve the temporary increase in salary of Acting General Manager Sarah Johnson to \$210,000 retroactive to December 23, 2021.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

ADJOURNMENT – The Board of Directors adjourned the meeting at 8:16 p.m.

Respectfully Submitted,



Sarah Johnson, Acting General Manager & Board Secretary