

JOSHUA BASIN WATER DISTRICT
MINUTES OF THE
FINANCE COMMITTEE MEETING
Wednesday, August 14, 2024
61750 Chollita Road, Joshua Tree, CA 92252

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the meeting to order at 9:00 a.m.
2. ROLL CALL – President Floen and Director Jarlsberg

STAFF PRESENT – Director of Finance, Anne Roman, Accounting Supervisor, Autumn Rich, Director of Administration, David Shook, General Manager, Sarah Johnson, Compliance Coordinator, Dani Paulino

CITIZENS ADVISORY COUNCIL MEMBER(S) PRESENT – David Carrillo

GUESTS – None

3. PUBLIC COMMENT – None

4. CONSENT CALENDAR

- A. DRAFT FINANCE COMMITTEE MEETING MINUTES 07.10.24

1st - Jarlsberg

2nd - Floen

Motion carried to approve consent calendar 07.10.24 minutes.

5. DISCUSSION ITEMS -

- A. JUNE 2024 - CHECK REGISTER

1st - Jarlsberg

2nd - Floen

Motion carried to refer to the Board.

- B. 23/24 BAD DEBT WRITE-OFF OF \$104,144.18

Director of Administration, David Shook presented the 23/24 Bad Debt Write-Off of \$104,144.18. Shook explained that the bad debt was higher than average for several reasons, including COVID issues, the state's 21-month pause on shutoffs, etc.

1st - Jarlsberg

2nd - Floen

Motion carried to refer to the Board.

- C. USE OF COLLECTION AGENCY TO ENHANCE DEBT COLLECTION

Director of Finance, Anne Roman and Director of Administration, David Shook presented on the potential use of a collection agency to improve debt recovery. Roman highlighted that partnering with a debt collection agency would allow us to implement new processes and strengthen our existing debt collection efforts. Staff recommended PENN Credit for its numerous benefits to both customers and the district.

1st - Jarlsberg

2nd - Floen

Motion carried to refer to the Board.

D. COST ALLOCATION PLAN

Director of Finance, Anne Roman presented an overview of the NBS cost allocation plan services proposal. Roman explained that the main project activities include commencement and data collection, organizational review and allocation factors, draft outcomes, and the final report.

1st - Jarlsberg

2nd - Floen

Motion carried to refer to the Board.

6. STAFF REPORTS

General Manager, Sarah Johnson reported the following:

- Johnson mentioned that Executive Assistant, Lisa Thompson will reach out President Floen and Vice President Doolittle to reschedule the manager meetups meeting.
- Johnson mentioned the upcoming meeting with Susan Kennedy, CEO of Cadiz, set to take place next week, with President Floen and Director Fick
- Johnson reminded the directors to complete the strategic planning survey if they have not already done so.

Director of Finance, Anne Roman reported the following:

- Roman mentioned that Kyle Tanaka sent a follow-up email clarifying the perception of interest rates not changing in the last 15 years, which Tanaka stated was inaccurate. He sent over a link to the federal reserves, which show the interest rates between 2015 and 2020. Tanaka also mentioned principal loss at the last board meeting, and principals are not guaranteed for CAMP.
- The Finance department is in preparation for year-end reconciliation and field audit in the second week of September.

7. DIRECTOR COMMENTS – None

8. ADJOURNMENT – President Floen adjourned the meeting at 10:35 a.m.

1st - Jarlsberg

2nd - Floen

NEXT MEETING – Special Finance Meeting on Monday, September 9, 2024, at 9:00 a.m.

Respectfully Submitted,



Sarah Johnson, General Manager






1. Draft Finance Committee Minutes 08.14.24

Final Audit Report

2024-09-16

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