

JOSHUA BASIN WATER DISTRICT
MINUTES OF THE
FINANCE COMMITTEE MEETING
Wednesday, July 10, 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 Vice President Doolittle

STAFF PRESENT – Director of Finance, Anne Roman, Accounting Supervisor, Autumn Rich, Director of Administration, David Shook, General Manager, Sarah Johnson, Executive Assistant, Lisa Thompson, CIRP Supervisor, Brandon Warner

CONSULTANTS – None

GUESTS – None

3. PUBLIC COMMENT – None

4. CONSENT CALENDAR

- A. DRAFT FINANCE COMMITTEE MEETING MINUTES 06.12.24

- 1st - Doolittle

- 2nd - Floen

- Motion carried to approve consent calendar 06.12.24 minutes.

5. DISCUSSION ITEMS -

- A. MAY 2024 - CHECK REGISTER

- 1st - Doolittle

- 2nd - Floen

- Motion carried to refer to the Board.

- B. APPROPRIATION LIMIT FOR FISCAL YEAR 2024/25

- Director of Finance, Anne Roman presented the Appropriation Limit for the fiscal year 2024/25. Roman explained the calculation factors in detail and explained that the Appropriation Limit is reviewed annually during the audit. Additionally, Roman pointed out that the resolution establishing the Appropriation Limit will be corrected by changing President Floen's first name from Tom to Thomas before it goes to the board next week.

- 1st - Doolittle

- 2nd - Floen

- Motion carried to refer to the Board.

- C. TILFORD PHASE 2 CIRP PROJECT WATER CAPACITY CHARGES TRANSFER

- Director of Finance, Anne Roman presented the Tilford Phase 2 CIRP Project Water Capacity Charges Transfer. Roman explained that the capacity charges help fund water system expansions due to new water connections. The recently completed Tilford 2 project is now eligible for reimbursement from the LAIF Water Capacity Reserve fund, allowing the District to recover costs initially covered by other funding sources. Following the transfer, the LAIF water capacity reserve fund will maintain a sufficient balance for future growth-related projects, ensuring ongoing financial readiness as new capacity charges are collected with each new connection to the water system. Roman also noted that there will be a correction to the budget amount on the job cost reconciliation before it is presented to the board next week.

1st - Doolittle

2nd - Floen

Motion carried to refer to the Board.

6. STAFF REPORTS

General Manager, Sarah Johnson reported the following:

- The field inventory audit at the end of June went well.
- The regularly scheduled CAC meeting was held last night. It was mentioned that a Special CAC meeting for strategic planning will be held on Monday, August 5, 2024, in lieu of the September CAC meeting.
- At next week's board meeting, there will be an agenda item for the discussion of the Strategic Planning Kickoff.
- Johnson mentioned that Executive Assistant, Lisa Thompson reached out to the directors to coordinate the Strategic Planning interviews.
- Johnson attended the June CSDA General Manager conference in Anaheim and learned about AI.

Director of Finance, Anne Roman reported the following:

- The Finance department is in preparation for year-end reconciliation and field audit in September.

7. DIRECTOR COMMENTS -

Vice President Doolittle reported the following:

- Doolittle mentioned that she was pleased with the Financial report, as always.

President Floen reported the following:

- Floen attended the Landers Homestead Association meeting a couple of days ago, where there was a discussion about grant processes. During the meeting, Floen mentioned that he spoke with someone regarding the slow grant process and was wondering about how inflation would affect the value of money obtained through a grant.

8. ADJOURNMENT – President Floen adjourned the meeting at 9:42 a.m.

1st - Doolittle

2nd - Floen

NEXT MEETING – August 14, 2024, at 9:00 am.

Respectfully Submitted,



Sarah Johnson, General Manager






1. Draft Finance Committee Minutes 07.10.24

Final Audit Report

2024-09-03

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