

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS
October 16, 2024, 5:30 pm

AGENDA ITEMS

1. CALL TO ORDER

President Floen called the meeting to order at: 5:30 pm.

2. DETERMINATION OF A QUORUM & ATTENDANCE

Board Members Present: President Floen, Director Jarlsberg, Director Short, Director Fick
Board Members Absent: Vice President Doolittle

Staff Present: General Manager Johnson, Director of Finance Roman, Director of Administration Shook, Accounting Supervisor Rich, Executive Assistant Thompson

Consultant(s) Present: Legal Counsel, Jeff Hoskinson,

Citizens Advisory Council Member(s) Present: David Carrillo

3. APPROVAL OF THE AGENDA

Director Short made a motion to approve the agenda, seconded by Director Jarlberg, and approved by the following vote.

1 st / 2 nd	Short/Jarlsberg
Ayes:	Floen, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	Doolittle

4. PUBLIC COMMENT

Joshua Tree resident Bill shared positive feedback about an encounter with District staff.

5. CONSENT CALENDAR

A. DRAFT MINUTES – 10.02.24

Director Jarlsberg pulled the check register for discussion. Director Short made a motion to approve the Consent Calendar 10.02.24 draft minutes, seconded by Director Fick approved by the following vote:

1 st / 2 nd	Short/Fick
Ayes:	Floen, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	Doolittle

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

A. CHECK REGISTER – AUGUST 2024

Director Jarlsberg had several questions on items on the check register. Afterward, Jarlsberg made a motion to approve the August 2024 check register, seconded by Director Short, and approved by the following vote.

1 st / 2 nd	Jarlsberg/Short
Ayes:	Floen, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	Doolittle

7. DISCUSSION/ACTION CALENDAR

A. CAPACITY CHARGE REPORTS FOR FISCAL YEAR ENDING 06/30/2024
PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE
RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY

Director of Finance Anne Roman presented the Capacity Charge Reports for the Fiscal Year Ending 06/30/24. Roman mentioned that Capacity Charges fund water system expansion due to new connections. Historically, they have been used for growth projects, but there are discussions about using them for existing infrastructure. Water and Wastewater Capacity Funds increased, but no funds were used for growth or expansion projects. Roman noted the annual reporting requirement for capacity charges.

B. LAIF INVESTMENT PERFORMANCE FISCAL YEAR ENDING 06/30/2024
PRESENTED BY: DIRECTOR OF FINANCE ANNE ROMAN
RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY

Director of Finance Anne Roman presented the LAIF Investment Performance Fiscal Year Ending 06/30/24. Roman noted that LAIF is the District’s primary investment, offering security and liquidity. LAIF interest earnings reached a record high for FY 2023/2024. Roman mentioned that the District is exploring additional investment options alongside LAIF.

C. REVISION OF INVESTMENT POLICY TO AUTHORIZE JOINT POWRES AUTHORITY LOCAL GOVERNMENT INVESTMENT POOLS, RESOLUTION 24-1066
PRESENTED BY: DIRECTOR OF FINANCE ANNE ROMAN
RECOMMENDED ACTION: REVIEW AND ADOPT UPDATED INVESTMENT POLICY VIA RESOLUTION 24-1066

Director of Finance Anne Roman presented the Revision of Investment Policy to Authorize Joint Powers Authority Local Government Investment Pools, Resolution 24-1066. Roman noted that on August 7, 2024, the Board instructed staff to update the District’s Investment Policy to allow investments in Joint Powers Authority (JPA) Local Government Investment Pools (LGIP). Staff, with legal counsel, revised the policy, now included in Section 8.01.18 of the Administration Code. Additional language was added to Section 8.01.16 to clarify collateralization

requirements for deposits exceeding the FDIC insurance threshold.

Director Fick made a motion to adopt the updated Investment Policy by Resolution 24-1066, seconded by Director Jarlberg and approved by the following vote:

1 st / 2 nd	Fick/Jarlsberg
Ayes:	Floen, Jarlsberg, Short, and Fick
Noes:	None
Abstain:	None
Absent:	Doolittle

8. REPORTS AND COMMENTS

President Floen

- Floen announced that The Great Shake Out will take place in Yucca Valley on Saturday, October 19th. Floen and Director Short will participate in the event.

Vice President Doolittle

- Absent

Director Jarlsberg

- Jarlsberg attended the MWA TAC meeting on October 9th and noted that MWA has a new Public Information Officer who presented.

Director Short

- Short attended the MWA Board Meeting on September 26th and shared that the agenda items discussed included amending the Conflict of Interest Code and awarding a contract for the Helendale Fault Monitoring well.

Director Fick

- Fick attended the MWA board meeting on October 10th and shared information about the Delta Conveyance Project presented during the meeting.

General Manager Report

Johnson reported on the following:

- Johnson announced the launch of the Cost Allocation Plan with NBS, led by the Director of Finance, Anne Roman.
- Johnson stated that Roman is collaborating with Director of Administration David Shook on a Request for Proposal (RFP) for a Collections Agency.
- Johnson mentioned that Roman had participated in Incode's Capital Budget software development.
- The Investment Pool presentation is scheduled to be presented to the board in November.
- Johnson reported that the Finance Department is working on updates for meter connection fees and deposits, which will be presented to the board in December.
- The report on the Lead and Copper Revision Rule (LCRR) was submitted today, and it was delivered on time.

- Shook is updating the District's Emergency Management Practices. Today, staff demonstrated emergency communication software.
- Customer Support and field staff are coordinating cross-training sessions within their respective departments.

9. CLOSED SESSION

Public Employee Discipline/Dismissal/Release – Govt. Code § 54957

Adjourned to closed session at 6:26 pm.

Returned to open session at 7:45 pm. Legal Counsel Jeff Hoskinson stated no reportable action.

10. ADJOURNMENT

On motion by Director Short, seconded by Director Jarlsberg and approved by the Board, the meeting was adjourned at: 7:46 pm.

Respectfully submitted,



Sarah Johnson, General Manager & Board Secretary






2. JBWD MINUTES 2ND MEETING TEMPLATE 10.16.24

Final Audit Report

2024-11-13

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