

President
Tom Floen

VP
Stacy Doolittle

Directors
Jane Jarlsberg
Tomas Short
David Fick

**General
Manager**
Sarah Johnson

Legal Counsel
Jeff Hoskinson



REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS

Wednesday, November 6, at 5:30 p.m.

MEETINGS ARE HELD IN PERSON AT 61750 CHOLLITA RD., JOSHUA TREE, CA 92252

REMOTE ACCESS IS AVAILABLE FOR THE CONVENIENCE OF THE PUBLIC

CLICK TO JOIN VIRTUALLY: [ZOOM LINK](#)

CALL TO JOIN BY PHONE: (669) 444-9171

MEETING ID: 872 8707 9239

PASSCODE: 61750

MISSION, VISION, AND VALUES

Mission Statement

To provide, protect, and maintain Joshua Tree's water - our vital community resource.

Vision Statement

To achieve excellence in all District endeavors.

Values

The community of Joshua Tree has entrusted the Board of Directors and employees of Joshua Basin Water District with its most valuable natural resource, its groundwater. As stewards of the community water supply, we oversee this critical natural resource to ensure current and future water reliability. Dedicated to this purpose, we embrace these important values:

- **Integrity** – To consistently earn our customers' trust by prioritizing the needs of the community... doing the right thing for the right reason.
- **Transparency** – To openly and honestly share information about our operations with the public.
- **Respect** – To treat the residents of Joshua Tree, and all those contacted in the course of business, with high esteem and regard.
- **Fiscal Responsibility** – To manage all resources as if they were our own, whether revenues, assets, or water supply, in a conscientious and appropriate manner.
- **Accountability** – To take responsibility for our decisions and actions in managing this essential resource.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. DETERMINATION OF A QUORUM

Consideration of Board Member requests for remote participation.

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

This designated time is for members of the public to provide comments on any District related matter, whether appearing on the agenda or not. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. At the discretion of the Board President, comments on a particular agenda item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes.

5. CONSENT CALENDAR

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a board member would like an item to be handled separately, it will be removed from the Consent Calendar for separate action.

A. DRAFT MINUTES – 10.16.24

6. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. PRESENTATIONS

For informational purposes only. No action is to be taken.

A. PUBLIC OUTREACH REPORT

Public Outreach Consultant, Kathleen Radnich will provide a report on outreach activities.

8. DISCUSSIONS/ACTION CALENDAR

A. APPOINTMENT OF A NEW CITIZENS ADVISORY COUNCIL (CAC) MEMBER

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: RECOMMEND THE BOARD OF DIRECTORS REVIEW APPLICATION AND CONSIDER APPOINTMENT TO THE CITIZENS ADVISORY COUNCIL

B. OVERVIEW OF GROUNDWATER IN THE JOSHUA BASIN WATER DISTRICT SERVICE AREA

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON WILL INTRODUCE THE USGS TEAM, CONSISTING OF JOHN IZBICKI, GEOFF CROMWELL, AND ZACHARY STANKO, WHO WILL PRESENT TO THE BOARD.

RECOMMENDED ACTION: DISCUSS AND PROVIDE DIRECTION

9. REPORTS AND COMMENTS

For informational purposes only on subjects not covered by the agenda. The opinions of individual directors are not necessarily the opinions of the board or district staff. No action is to be taken. The Board may provide staff with requests for future agenda items.

A. DIRECTORS REPORTS

B. GENERAL MANAGER REPORT

10. ADJOURNMENT

CALENDAR REMINDER - FUTURE DIRECTOR MEETINGS	DATE	TIME	ATTENDEE(S)
JBWD – FINANCE COMMITTEE	11.13.24	9:00 AM	FLOEN/DOOLITTLE
JBWD – WRO COMMITTEE	11.13.24	CANCELLED	
MWA – BOARD MEETING	11.14.24	9:30 AM	DOOLITTLE
ASBCSD - DINNER	11.18.24	5:30 PM	JARLSBERG/DOOLITTLE
JBWD – BOARD MEETING	11.20.24	5:30 PM	ALL

MEETING INFORMATION

The public is invited to comment on any item on the agenda during the discussion of that item.

Availability of agenda materials: Materials related to any item on this Agenda submitted to the District Board of Directors or Committee Members after distribution of the agenda packet are available for public inspection at the District’s office, 61750 Chollita Road, Joshua Tree, CA 92252, during normal business hours. All documents supporting this agenda are available on the District website www.jbwd.com, subject to the staff’s availability to post the documents before the meeting.

Reasonable Accommodation: Any person with a disability who requires accommodation to view the agenda or to participate in the public comment portion of the Board meeting, should direct such requests to Lisa Thompson, Executive Assistant, at 760-366-8438. Please allow three business days for your request to be processed. Requests must be received at least seventy-two (72) hours before the scheduled meeting.

Disruptive Conduct: If any meeting of the District is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, a meeting may be recessed or the person or persons willfully disrupting the meeting may be ordered to leave the meeting. Disruptive conduct includes addressing the Board or Committee without first being recognized, not addressing the subject before the Board or Committee, repetitively addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board or Committee from conducting its meeting in an orderly manner. Your cooperation is appreciated.

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