



## AGENDA

### REGULAR MEETING OF THE BOARD OF DIRECTORS

WEDNESDAY, DECEMBER 21, 2022

5:30 PM

ON MARCH 4, 2020, CALIFORNIA GOVERNOR GAVIN NEWSOM DECLARED A STATE OF EMERGENCY IN CALIFORNIA AS A RESULT OF THE COVID-19 PANDEMIC, AN EMERGENCY THAT REMAINS IN EFFECT AND FROM WHICH OUTBREAKS AND EXPOSURE CONTINUES TO PRESENT AN IMMINENT THREAT FOR SOME ATTENDEES.

**THIS MEETING WILL BE FULLY REMOTE.**

**YOU MAY JOIN BY PHONE AT 1 669 444 9171 OR VIA ZOOM AT**

<https://us02web.zoom.us/j/85803189002?pwd=VnNSUk04a3lFZitGZmpXczlzRWNhQT09>

**Meeting ID: 858 0318 9002**

**Passcode: 754533**

#### OUR 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**

3. **APPROVAL OF AGENDA**

4. **PUBLIC COMMENT**

This is the time set aside for public comment on any District related matter, whether appearing on the agenda or not. Under 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, however, comments on a particular Agenized item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes.

5. **STATE OF EMERGENCY FINDINGS – GOVT. CODE § 54953(e)**

On October 6, 2021, the Board, by majority vote, adopted Resolution No. 21-1035, making certain findings that (1) the State of Emergency declared by California Governor Newsom on March 4, 2020, relative to the COVID-19 Emergency, remains in effect; and (2) due to existing rate of community transmission and the small meeting space available to the District for in-person attendance, the provision of a unrestricted physical location for the District’s meetings could present imminent risks to the health and safety of attendees. It is recommended that the Board resolve by majority roll-call vote to extend the findings in Resolution No. 21-1035, modified to allow for optional in-person attendance for members of the Board and public, for an additional 30 days.

6. **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 Agenda for separate action.

**A. NONE**

7. **ACTION CALENDAR**

**A. ELECTION OF OFFICERS**

PRESENTED BY: General Manager, Sarah Johnson

RECOMMENDED ACTION: Board to nominate and elect a President and a Vice-President for 2023. Officers are to take their new positions immediately.

**B. 2021/2022 AUDITED FINANCIAL STATEMENTS**

PRESENTED BY: Anne Roman, Director of Finance and Jonathan Abadesco, CPA and Partner, of Fedak and Brown, LLP

RECOMMENDED ACTION: Receive the report, ask questions, and approve the report.

**C. REVISION OF EXECUTIVE ASSISTANT JOB DESCRIPTION**

PRESENTED BY: General Manager, Sarah Johnson

RECOMMENDED ACTION: For the Board to adopt the updated Executive Assistant Job Description

**D. CONTRACT WITH GRANICUS**

PRESENTED BY: General Manager, Sarah Johnson

RECOMMENDED ACTION: Receive presentation for information only.

**E. PETTIBONE ACQUISITION**

PRESENTED BY: Interim Director of Operations, Jeremiah Nazario

RECOMMENDED ACTION: Authorize the General Manager to execute a Purchase Agreement with West Coast Equipment in the amount of \$175,208.68 for the acquisition of heavy equipment: Pettibone Tele Skytrack and Man Basket.

8. **INFORMATIONAL ITEMS AND REPORTS**

**A. GENERAL MANAGERS REPORT**

For informational purposes only on subjects not covered by the agenda. No action is to be taken.

**B. DIRECTOR REPORTS AND COMMENTS**

For informational purposes only on subjects not covered by the agenda and no action to be taken. The Board may provide staff with requests for specific agenda items.

9. **FUTURE DIRECTOR MEETINGS**

**DATE/TIME**

**ATTENDEE(S)**

**A.** JBWD – Board President to appoint Ad Hoc Committee for GM Evaluation

**B.** JBWD - Board of Directors Meeting 01/04/23 5:30 pm CANCELLED

**C.** JBWD - Citizens Advisory Council Meeting 01/10/23 5:00 pm CAC & Public

*COMMUNITY WORKSHOP AT A SPECIAL LOCATION: 6171 Sunburst St, Joshua Tree, CA 92252*

**D.** JBWD - Finance Committee 01/11/23 9:00 am Floen, Delph

**E.** JBWD - Water Resources Committee 01/11/23 10:30 am Doolittle, Jarlsberg

**F.** JBWD - Board of Directors Meeting 01/18/23 5:30 pm All

10. **ADJOURNMENT**

**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 of 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](http://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 Sarah Johnson, Secretary of the Board of Directors, 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.