

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS
June 19, 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, Vice President Doolittle, Director Jarlsberg, Director Short, Director Fick

Staff Present: General Manager Johnson, Director of Finance Roman, Director of Administration Shook, Interim Director of Operation Nazario, Accounting Supervisor Rich, Executive Assistant Thompson, Compliance Coordinator Paulino

Consultant(s) Present: Public Outreach Consultant, Kathleen Radnich, Legal Counsel, Jeff Hoskinson, Ortega Strategies, Tim Worley and Susan Allen

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 Jarlsberg, and approved by the following vote.

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

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

A. DRAFT MINUTES – 06.05.24

B. CHECK REGISTER – APRIL 2024

Vice President Doolittle made a motion to approve the consent calendar, seconded by Director Fick approved by the following vote.

1 st / 2 nd	Doolittle/Fick
Ayes:	Floen, Doolittle, Jarlsberg, Short, and Fick

Noes: None
Abstain: None
Absent: None

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. ACTION CALENDAR

A. STRATEGIC PLAN PROPOSAL

PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER

RECOMMENDED ACTION: RECOMMEND BOARD APPROVAL OF THE PROPOSAL AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH ORTEGA STRATEGIES GROUP FOR STRATEGIC PLANNING SERVICES

General Manager, Sarah Johnson provided her staff report on the Strategic Plan Proposal from Ortega Strategies Group and then introduced Tim Worley and Susan Allen of Ortega Strategies who presented the strategic plan proposal and agreement.

Director Fick made a motion to approve the proposal and authorize the General Manager to execute an agreement with Ortega Strategies Group for Strategic Planning Services seconded by Director Jarlsberg and approved by the following vote.

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

B. PUBLIC HEARING TO CONSIDER THE WATER AVAILABILITY (STANDBY) CHARGES FOR FISCAL YEAR 2024/25

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: ADOPT RESOLUTION 24-1064, ESTABLISHING WATER AVAILABILITY CHARGES FOR 2024/2025 AND AUTHORIZING COLLECTION BY SAN BERNARDINO COUNTY

President Floen opened the public hearing on Standby at 6:04 pm.

Director of Finance, Anne Roman presented the staff report on the Standby public hearing, explaining the process and noting that it is held annually. Roman also announced that no written protests were received from the public.

President Floen closed the hearing at 6:04 pm.

Vice President Doolittle made a motion to adopt Resolution 24-1064 establishing Water Standby Charges for 2024/25 and authorizing collection by San Bernardino County, seconded by Director Jarlsberg, and approved by the following vote.

1st/ 2nd Doolittle/Jarlsberg
Ayes: Floen, Doolittle, Jarlsberg, Short, and Fick

Noes: None
Abstain: None
Absent: None

C. 3rd FISCAL QUARTER ENDING 03/31/24 FINANCIAL REPORT

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: RECEIVE REPORT, ASK QUESTIONS, AND APPROVE

Director of Finance, Anne Roman presented the financial report for the third fiscal quarter ending on 3/31/24. Roman provided a detailed overview of JBWD's financials, covering information on how revenues and expenses are not incurred evenly throughout the year, how department heads manage their budgets, operating and capital costs, and analysis continuing throughout the year.

Director Short made a motion to approve the 3rd Fiscal Quarter Ending 03/31/24 Financial Report, seconded by Director Jarlsberg, and approved by the following vote.

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

A. REPORTS AND COMMENTS

President Floen

- President Floen attended the Copper Mountain Mesa Association meeting and engaged in a discussion on water leak detection with an individual.
- Floen stated that he and Vice President Doolittle participated in a performance evaluation meeting with General Manager Sarah Johnson. During the meeting, they discussed the General Manager's goals for 2024.
- Floen attended the Manager Meetups meeting with General Manager, Sarah Johnson and reported that it was a positive meeting.

Vice President Doolittle

- Vice President Doolittle attended an Ad Hoc Committee with President Floen for the General Manager's performance evaluation review. Doolittle discussed she was impressed with GM Johnson's accomplishments for 2024, some of which included:
 - Execution of a new district website, which was delivered at a very high level of completion;
 - Engaging in several legislative trips to Sacramento to represent the district's needs;
 - Developed a project list to keep the board and community apprised of the status of projects;
 - Saving the district money by using Gary Sturdivan for the Hazard Mitigation Plan;
 - Facilitating the low-income assistance program with LIHWAP;
 - Bringing back the well-produced district tours that educated and delighted ratepayers;
 - Renewing the connection with USGS regarding Chromium 6;
 - Developing a budget calendar and creating a new budget review process, including in-depth district project reviews;
 - Working with US Water Alliance to seek grants and funding for the district;

- And organized a public servant appreciation celebration for the board, among many other achievements.
- Doolittle suggested setting up reminders for customers when their bill is due and alerting customers with high water usage.
- Doolittle mentioned that she is interested in the climate resilience bond and would like to discuss it at a future meeting.

Director Jarlsberg

- Director Jarlsberg attended the Basin Wide Foundation workshop last week, where she learned about funding ideas and mentioned that it was a good place for networking.
- Jarlsberg participated in the manager meetups with General Manager, Sarah Johnson and appreciated the opportunity to discuss matters face-to-face and the team-building efforts.

Director Short

- Director Short mentioned that he would like to see the climate resilience bond brought to the board.

Director Fick

- Director Fick attended the ASBCSD Membership meeting and dinner in Rancho Cucamonga on June 17. Fick shared that he learned about California native plants replacing Mediterranean plants and reducing water.
- Fick attended the SB County supervisor meeting about no caps on short-term rentals.
- Fick attended MWA TAC meeting and learned about estimated growth with the population.

General Manager Report

Johnson reported on the following:

- On June 6, our Operations field crew worked overnight to replace a 3" meter at the Continuing Care Center to avoid disrupting service during the daytime. In addition, a 2" meter was installed as a backup in case of an emergency.
- On June 7, the Mojave Desert Air Quality Management conducted its annual inspection of the shop's fuel tank. During the inspection, the inspector discovered that the O-ring on the emergency vent needed to be replaced. As a result, a notice of correction was issued, and the tank was locked. A subcontractor was hired to make the necessary repairs before the tank could be put back online. Fortunately, the repair was completed, and the fuel tank is back in operation.
- On June 10, Johnson and staff met with the US Water Alliance to discuss grant applications for LCRRS inventory, LCRRS replacement, and Chromium 6. More information will be brought back in the future.
- Johnson expressed gratitude for the board's kind words and appreciated the positive feedback on her performance evaluation.
- Johnson mentioned that the manager meetup meeting was a success.
- Johnson shared that the Hazard Mitigation Plan has been approved by Cal OES and will update the board when it passes the review from FEMA.
- In response to a director's inquiry, Johnson discussed information on the One Tree Hill property on 29 Palms and Sunset Road. The parcel is approximately 37 acres of vacant land. Upon investigation, Johnson found that the property is owned by One Tree LLC, which acquired the land in 2021. As of now, the property owner has not submitted any inquiries or plans regarding building activity to the district.

- The annual supply and demand assessment was submitted today. It was completed in-house, which saved the district money. Previously, the district used to outsource the report to an engineering firm. Johnson expressed gratitude to the following individuals for their assistance: Interim Director of Operations Jeremiah Nazario, Water Production Supervisor Scott Carpenter; Director of Administration David Shook; and Compliance Coordinator Dani Paulino.
- Johnson met with Jay Goodwin, the Vegetation Branch Chief at Joshua Tree National Park (JTNP), to discuss the plant sale memorandum of understanding (MOU) approved by the board this year. It was noted that the JTNP regional office does not have the authority to sign the MOU. Johnson is currently seeking an alternative solution for plant sales.
- USGS will be presenting information about water in Joshua Tree and Chromium 6 to the board later this summer.
- Next week, Johnson will attend the annual CSDA General Manager conference next week. Following that, Johnson will be on vacation for the first week of July. Director of Finance Anne Roman will also be on vacation at that time. Johnson mentioned that Interim Director of Operations Jeremiah Nazario will be in charge while she is on vacation.

B. ADJOURNMENT

On motion by Director Short, seconded by President Floen and approved by the Board, the meeting was adjourned at: 8:12 pm.

Respectfully submitted,



Sarah Johnson, General Manager & Board Secretary





1. JOSHUA BASIN WATER DISTRICT MINUTES 2ND MEETING TEMPLATE 06.19.24

Final Audit Report

2024-07-23

Created:	2024-07-23
By:	LISA THOMPSON (lthompson@jbwd.com)
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"1. JOSHUA BASIN WATER DISTRICT MINUTES 2ND MEETING TEMPLATE 06.19.24" History

-  Document created by LISA THOMPSON (lthompson@jbwd.com)
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