

JOSHUA BASIN WATER DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
WEDNESDAY, MARCH 16, 2022

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the meeting to order at 5:30 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Floen asked for a rollcall and the following Directors are present: Vice President Doolittle, Director Delph, Director Jarlsberg, and Director Unger are in attendance via teleconference.

STAFF PRESENT –Sarah Johnson, Acting General Manager, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, and Beverly Krushat, Executive Assistant, Brandon Warner, CIRP Foreman, are in attendance via teleconference.

CONSULTANTS PRESENT –Jeff Hoskinson, General Counsel, Christopher Rashidian, Cooperative Strategies, and Kathleen Radnich, Public Information Consultant.

APPROVAL OF AGENDA – MSC¹ (Unger/Doolittle) 5/0/0 motion carried to approve the Agenda of March 16, 2022.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

STATE OF EMERGENCY FINDINGS – GOV'T CODE §54953(e) – The Board of Directors voted unanimously to extend the State of Emergency Findings for another 30 days.

MSC¹ (Unger/Delph) 5/0/0 motion carried to extend the State of Emergency Findings for another 30 days.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

PUBLIC COMMENT – None

CONSENT CALENDAR –

MSC¹ (Delph/Doolittle) 5/0/0 motion carried to approve the March 16, 2022 draft minutes.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

WELL-14 (4-LOG) BUDGET UPDATE AND AMENDMENT (reviewed by Finance Committee on March 9, 2022) – Director Anne Roman gave the staff report and apprised the Board of Directors that in January 2021, a budget increase of \$150,000 was approved, by the Board of Directors, increasing the Well 14 4-Log project budget to \$650,000. The project has gone over the budget sometime in the fall of 2021. As of 02/15/22, preliminary unreconciled costs amounted to approximately \$1,060,208 and an additional \$88,250 in costs are anticipated to complete the project (for SCADA, Security, Gate, Waste pit, concrete pad around well, startup, and labor). Projected final costs are \$1,148,458, including approximately \$266,787 in unbudgeted salary, overhead, and vehicle/equipment costs. Overall, the 21/22 capital budget was expected to dip into reserves by \$672,296 (\$174k built into the rate study). Assuming all budgeted projects are completed and on budget, an additional \$498,458 of reserve use is anticipated. Staff recommends utilizing the Capital reserve to accommodate this cost overrun and requests that the Board approve a Capital budget amendment of \$498,458.

MSC¹ (Delph/Unger) 5/0/0 motion carried to approve the Capital Budget amendment of \$498,458.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

REVISED FIELD SERVICE TECHNICIAN JOB DESCRIPTION – Acting General Manager Sarah Johnson informed the Board of Directors that the District currently has two (2) Field Service Technician (FST) positions at Range 18 of the salary schedule. This role is responsible for field customer service; meter reading, maintenance, and installation; water system maintenance; underground utility location; and a variety of other associated tasks.

Staff has revised the job description into a series I/II which is consistent with other District job classification series. The proposed range for the revised positions is:

- FST I – Range 11 (\$43,033.30 - \$56,463.42 annually)
- FST II – Range 19 (\$52,431.90 - \$68,795.20 annually)

This change allows for the distribution of responsibilities across the series, helps attract entry-level candidates, creates a path for advancement, and prepares for succession.

MSC¹ (Unger/Doolittle) 5/0/0 motion carried to approve the revised descriptions into a series of I/II.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger
Noes: None
Absent: None
Abstain: None

PUBLIC HEARING AND CONSIDERED APPROVAL OF ADJUSTED ELECTORAL BOUNDARIES PRESENTATION (Elections Code § 22000 *et seq.*) – President Floen introduced General Counsel Jeff Hoskinson who gave a brief update on the Election Code and why we needed to update our boundaries per the 2020 census. He also stated, at the March 2, 2022 Board meeting, that the Board requested three (3) new versions of the District maps. General Counsel Hoskinson then introduced Mr. Christopher Rashidian, Cooperative Strategies, who introduced several maps for the Board members to choose from. A Q&A followed with the Board of Directors.

PUBLIC COMMENT – David Carrillo, Chairperson CAC – Asked if there wasn't someone running in one of the Divisions then someone would be appointed, and we wouldn't have to worry about that?

General Counsel Hoskinson replied that when Vice President Doolittle's term is up in 2024 then someone would need to be elected for that seat in Division 5. If no one ran for the seat, then someone could be appointed.

PUBLIC COMMENT CLOSED -

President Floen asked the Board members for their map preferences: Vice President Doolittle – Map 6, Director Unger – Map 6, Director Delph – Map 2, Director Jarlsberg – Map 6, and President Floen – Map 2.

President Floen waived the reading of Resolution No. 22-1039 and asked for a motion or discussion, relative to the potential approval of Resolution No. 22-1039, on identifying a map to be approved along with such Resolution.

Director Unger motioned to defer decision on Resolution No. 22-1039 until the April 6, 2022 regular Board meeting in order to confer on maps 2 and 6, with said maps being brought back to the Board in a comprehensible fashion, with streets clearly delineated and demographics. Director Jarlsberg seconded.

MSC¹ (Unger/Jarlsberg) 5/0/0 motion carried to defer decision on Resolution No. 22-1029 and to confer on maps 2 and 6 at the April 6, 2022 regular Board meeting.

Ayes: Delph, Doolittle, Floen, Jarlsberg, and Unger

Noes: None

Absent: None

Abstain: None

DIRECTOR MEETING REPORTS – Kathleen Radnich, Public Information Consultant gave a brief report on the following: 2022 pending classes and meetings, the Farmer’s Market booth will be going native, with water conservation as the key focus for gardening with native and water wise plants, drought messaging and grant updates.

David Carrillo, CAC Chairperson, reported that they are moving forward with the Communications Plan and are making progress. He stated that Glen Harris (newly appointed CAC member) advised him that there is a new Morongo Basin Municipal Advisory Council that is forming and asked if the District could have a representative on the Council.

Vice President Doolittle, Director Jarlsberg, and Director Unger reported on the meetings they attended.

FUTURE DIRECTOR MEETINGS – President Floen read off the list of the upcoming meetings.

CLOSED SESSION – At approximately 6:57 p.m. the Board members met in Closed Session on Item #13 of the Agenda.

RETURN TO OPEN SESSION – At approximately 7:28 p.m. the Board returned to Open Session and General Counsel Hoskinson reported that the Board of Directors appointed Acting General Manager Sarah Johnson as the District’s General Manager.

ADJOURNMENT – The Board of Directors adjourned the meeting at 7:29 p.m.

Respectfully Submitted,



Sarah Johnson, General Manager & Board Secretary