

JOSHUA BASIN WATER DISTRICT
MINUTES OF THE
SPECIAL FINANCE COMMITTEE MEETING
Monday, September 9, 2024
61750 Chollita Road, Joshua Tree, CA 92252

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the meeting to order at 9:00 a.m.
2. ROLL CALL – President Floen and Director Fick

STAFF PRESENT – Director of Finance, Anne Roman, Accounting Supervisor, Autumn Rich, Director of Administration, David Shook, General Manager, Sarah Johnson, Executive Assistant, Lisa Thompson

CITIZENS ADVISORY COUNCIL MEMBER(S) PRESENT – None

GUESTS – None

3. PUBLIC COMMENT – None

4. CONSENT CALENDAR

- A. DRAFT FINANCE COMMITTEE MEETING MINUTES 08.14.24

- 1st - Fick

- 2nd - Floen

- Motion carried to approve consent calendar 08.14.24 minutes.

5. DISCUSSION ITEMS -

- A. JULY 2024 - CHECK REGISTER

- 1st - Fick

- 2nd - Floen

- Motion carried to refer to the Board.

- B. 4TH FISCAL QUARTER ENDING 06/30/24 FINANCIAL REPORT (UNAUDITED/PRELIMINARY)

- Director of Finance, Anne Roman presented the 4th Fiscal Quarter Ending 06/30/24 Financial Report (unaudited/preliminary) in detail. Roman noted that revenues and expenses are not incurred evenly throughout the year, and each department head manages their own budget. Roman identified a correction in the JBWD Financials at a Glance on page 2, where the total revenues were shown as 90% of the budget, but it should have been 111%. Roman assured that it will be corrected before it is presented to the board next week. Furthermore, Roman noted that the interest revenue was higher than usual, and most items were under budget.

- 1st - Fick

- 2nd - Floen

- Motion carried to refer to the Board.

6. STAFF REPORTS

General Manager, Sarah Johnson reported the following:

- Johnson mentioned that the Hazard Mitigation Plan is in its final phases with FEMA, and hoping to have the finalization by the next board meeting.
- Johnson issued a reminder that the WRO Committee is cancelled on Wednesday, September 11th.

- Johnson mentioned that the CSDA Annual Conference is happening this week. Due to being short-staffed, we plan to attend only on Wednesday to take part in activities and receive the Certificate of Transparency Award.

Director of Administration, David Shook reported the following:

- Shook clarified that he misspoke at the last board meeting about the capacity for maximum flow for a 1" meter, stating that it's actually 79,200 gallons in a 24-hour period.
- Shook mentioned that he followed up with the customer, Mr. Wilson, who had made a public comment at the last board meeting. Shook and the Field Supervisor visited the customer's property and found two leaks and unusual plumbing on the customer's side.

7. DIRECTOR COMMENTS –

Director Fick reported the following:

- Fick mentioned that the Greater Joshua Tree Art Expo is open until September 22nd.

President Floen reported the following:

- Floen complimented General Manager Johnson's efforts for being available to staff.

8. ADJOURNMENT – President Floen adjourned the meeting at 10:54 a.m.

1st - Fick

2nd - Floen

NEXT MEETING – October 9, 2024, at 9:00 a.m.

Respectfully Submitted,



Sarah Johnson, General Manager

1. Draft Special Finance Committee Minutes






09.09.24

Final Audit Report

2024-10-10

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