

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS December 18, 2024, 5:30 pm

AGENDA ITEMS

1. CALL TO ORDER

President Floen called the meeting to order at: 5:31 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, Accounting Supervisor Rich, Executive Assistant Thompson

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

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, Jarlsberg, Short, and Fick
Noes:	Doolittle
Abstain:	None
Absent:	None

Vice President Doolittle moved to reconsider the item, with a motion to rescind and approve the agenda with the removal of agenda items C & D and move them to the January 15, 2025 board meeting, which was seconded by Director Fick and approved by the following vote:

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

4. PUBLIC COMMENT - None

5. CONSENT CALENDAR

A. DRAFT MINUTES – 12.04.24

Director Short made a motion to approve the Draft Minutes as amended, with the following corrections: Vice President Doolittle’s comments in the first bullet point should be revised to include during her four years of serving, she could not recall any board-initiated policies being implemented. In the second bullet point, the reference to “past requests” should be added for completeness. The motion was seconded by Director Jarlsberg approved by the following vote:

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

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION –

B. CHECK REGISTER – OCTOBER 2024

Director Jarlsberg had several questions on items on the check register. Afterward, Jarlsberg made a motion to approve the October 2024 check register, seconded by Director Fick, and approved by the following vote:

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

7. DISCUSSION/ACTION CALENDAR

A. STRATEGIC PLAN FINAL

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: RECOMMEND THE BOARD APPROVE AND ADOPT THE 2025 TO 2030 STRATEGIC PLAN

General Manager Sarah Johnson introduced Tim Worley from Ortega Strategies, who presented an overview of the Final Strategic Plan document. Worley explained that a change in the graphic designer had resulted in a white space issue and suggested merging pages 4 and 5 to resolve it and enhance the layout if the board desired. The board expressed satisfaction with the current layout of the Final Strategic Plan document.

Vice President Doolittle made a motion to approve and adopt the 2025 to 2030 Strategic Plan, seconded by Director Short and approved by the following vote:

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

B. 1st FISCAL QUARTER ENDING 09/30/24 FINANCIAL REPORT
PRESENTED BY: DIRECTOR OF FINANCE ANNE ROMAN
RECOMMENDED ACTION: APPROVE REPORT

Director of Finance Anne Roman presented the 1st Fiscal Quarter Ending 09/30/24 Financial Report in detail. Roman provided an overview of the financials and a snapshot of the accounts receivable for that period. Roman highlighted a significant increase in the cash balance and noted a decrease in capital spending for this quarter. Roman explained that the cash increase was attributed to capacity charges, property taxes, interest revenue, and scheduled rate increases. Additionally, Roman pointed out that meter sales have slowed slightly compared to the previous year.

Director Jarlsberg made a motion to approve the 1st Fiscal Quarter Ending 09/30/24 Financial Report, seconded by Director Short and approved by the following vote:

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

- C. Directors deferred agenda item to a future date.
- D. Directord deferred agenda item to a future date.

8. REPORTS AND COMMENTS

President Floen

- Floen attended the CMM breakfast on Saturday, December 14, and noted that the staff were very welcoming to both President Floen and Director Short at the emergency preparedness event.
- Floen attended the Landers Homestead Valley Association meeting in November, where the MWA allocation for state water was a key topic of discussion. Floen recommended staying informed by monitoring the radio for announcements about upcoming community meetings.

Vice President Doolittle

- None

Director Jarlsberg

- Jarlsberg attended the JPIA and ACWA Fall Conference during the first week of December. Jarlsberg expressed that she has a lot to report and is looking for the best way to share the valuable information she learned at the conference.

Director Short

- Short attended the CMM breakfast on Saturday, December 14th, with President Floen and set up an emergency preparedness booth. Short stated that there was a good turnout at the event.
- Short mentioned that now that the Strategic Plan has been approved, he would like to see some movement on the Climate Resilience Plan and Objective 4.2 to review policies such as the Administrative Code, Employee Handbook, and Rules and Regulations.

Director Fick

- Fick stated that he agrees with the proposal to shorten the agenda items for tonight's meeting.
- Fick expressed concern about the color of the water in a bathtub in a social media post in the "What's Happening in The Morongo Basin" group.
- Fick expressed curiosity about the actual number of short-term rentals in the district.

General Manager Report

Johnson reported on the following:

- Johnson announced that Ray Kolisz, the new Interim Director of Operations, started this week, and everyone seems very excited to have him on board.
- Johnson shared that the D1-1 booster station became operational today. Johnson also extended an invitation to the directors to tour the site at a later date.
- Johnson mentioned that President Floen reviewed the 2025 agenda planning calendar.
- Johnson mentioned that there will be a future meter workshop with the board and a proposal to revise the CAAP.

Staff Report

Director of Administration David Shook reported on the following:

- Shook reported on follow-up actions from the last board meeting concerning two customer concerns. Shook successfully contacted the first customer, addressed their concerns about meter placement, and confirmed their satisfaction with the resolution. Shook attempted to reach the second customer but could not leave a voicemail due to the absence of a voicemail setup. Shook sent an email to the customer but has not yet received a response.

9. CLOSED SESSION

THREAT TO PUBLIC SERVICES OR FACILITIES (Govt. Code § 54957(a)).

Consultation with: Agency Counsel and Security Consultant regarding potential civil and criminal measures to combat threatening behavior.

Adjourned to closed session at 7:01 pm.

Returned to open session at 8:08 pm. Legal Counsel Jeff Hoskinson stated no reportable action.

10. ELECTION OF OFFICERS

PRESENTED BY: SARAH JOHNSON, GENERAL MANAGER

RECOMMENDED ACTION: BOARD TO NOMINATE AND ELECT A PRESIDENT AND A VICE-PRESIDENT FOR 2025. OFFICERS ARE TO TAKE THEIR NEW POSITIONS IMMEDIATELY.

The Board elected officers for 2025. Director Doolittle made a motion to nominate Tom Floen as President, seconded by Director Fick, and approved by the following vote:

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

Director Jarlsberg made a motion to nominate Director Doolittle as Vice President, seconded by Director Fick, and approved by the following vote:

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

President Floen announced to keep the Finance Committee and WRO Committee members the same as last year:

- Finance Committee – Floen & monthly rotation of directors
- WRO Committee – Doolittle/Jarlsberg

11. 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






2. JBWD MINUTES 2ND MEETING TEMPLATE 12.18.24

Final Audit Report

2025-01-16

Created:	2025-01-16
By:	LISA THOMPSON (lthompson@jbwd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAANXur9sl6MPbDYEejquYEesSHgBfdSYIO

"2. JBWD MINUTES 2ND MEETING TEMPLATE 12.18.24" History

-  Document created by LISA THOMPSON (lthompson@jbwd.com)
2025-01-16 - 5:01:23 PM GMT
-  Document emailed to Sarah Johnson (sjohnson@jbwd.com) for signature
2025-01-16 - 5:01:40 PM GMT
-  Email viewed by Sarah Johnson (sjohnson@jbwd.com)
2025-01-16 - 7:28:48 PM GMT
-  Document e-signed by Sarah Johnson (sjohnson@jbwd.com)
Signature Date: 2025-01-16 - 7:28:57 PM GMT - Time Source: server
-  Agreement completed.
2025-01-16 - 7:28:57 PM GMT