

# MEETING MINUTES



## REGULAR MEETING OF THE BOARD OF DIRECTORS

November 20, 2024, 5:30 pm

### AGENDA ITEMS

#### 1. CALL TO ORDER

President Floen called the meeting to order at: 5:33 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 and Eddy Beltran, CJ & Brown's CPA, Jonathan Abadesco, CAMP Representative, Kyle Tanaka, CLASS Representative, Crystal Lynn, Public Outreach Consultant, Kathleen Radnich

**Citizens Advisory Council Member(s) Present:** David Carrillo

#### 3. APPROVAL OF THE AGENDA

Director Jarlsberg made a motion to approve the agenda, seconded by Director Short, and approved by the following vote.

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

#### 4. PUBLIC COMMENT

None

#### 5. CONSENT CALENDAR

- A. DRAFT MINUTES – 10.30.24
- B. DRAFT MINUTES – 11.06.24
- C. CHECK REGISTER – SEPTEMBER 2024

Director Short made a motion to approve the Consent Calendar, seconded by Director Jarlsberg approved by the following vote:

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

Noes: None  
Abstain: None  
Absent: None

**6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION - None**

**7. DISCUSSION/ACTION CALENDAR**

**A. 2023/24 AUDITED FINANCIAL STATEMENTS**

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: REVIEW AND APPROVE

Director of Finance Anne Roman presented the 2023/24 Audited Financial Statements and credited the Finance Department for their hard work during the audit process. Roman introduced Jonathan Abadesco, CPA from CJ & Brown, who delivered a presentation covering the audit process, audit requirements, the auditor's report, the management report, and key financial highlights. Abadesco reported that the District received an unmodified clean opinion, indicating no material weaknesses or significant discrepancies. Abadesco noted that the District's net position increased, and total revenues rose primarily due to operating revenues from metered water sales. Additionally, Abadesco mentioned that it was a strong year for investment returns for the District. Abadesco praised General Manager Johnson and Director of Finance Roman for their outstanding work.

Director Fick made a motion to approve 2023/24 Audited Financial Statements, seconded by Director Jarlsberg and approved by the following vote:

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

**B. LOCAL GOVERNMENT INVESTMENT POOL SELECTION**

PRESENTED BY: DIRECTOR OF FINANCE ANNE ROMAN

RECOMMENDED ACTION: CONSIDER SELECTION OF A LOCAL GOVERNMENT POOL TO SUPPLEMENT LAIF

Director of Finance Anne Roman presented an overview of the Local Government Investment Pool selection, a project she has been researching since spring. She compared three investment pools: CAMP, CLASS, and CalTrust. Roman highlighted several advantages of CAMP over the other options, including its greater longevity, adherence to GASB79 requirements, and the limit it places on any single investor, preventing them from exceeding 10% of the overall fund. Roman distributed an investment pool comparison report to the board for their review. Roman introduced Kyle Tanaka from CAMP, who provided insights into the CAMP investment pool, and Crystal Lynn from CLASS, who explained the CLASS investment pool. Roman recommended that the district enroll in CAMP, investing the wastewater and emergency capital replacement reserve funds.

Director Short made a motion to select CAMP for the investment pool seconded by President Floen and approved by the following vote:

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

C. 2023/24 RESERVE USAGE AND FUNDING TRANSFERS  
PRESENTED BY: DIRECTOR OF FINANCE ANNE ROMAN  
RECOMMENDED ACTION: APPROVE 2023/24 RESERVE TRANSFERS

Director of Finance Anne Roman presented the Reserve Usage and Funding Transfers for 2023/24. Roman explained that this process occurs annually and provided details about the LAIF reserve fund, including the transfer and decrease in LAIF cash flow. Roman also distributed an analysis chart to help clarify the various categories and facilitate understanding of the ongoing processes.

Vice President Doolittle made a motion to approve the 2023/24 Reserve Usage and Funding Transfers, seconded by Director Jarlsberg and approved by the following vote:

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

## 8. REPORTS AND COMMENTS

### President Floen

- Floen mentioned he attends and participates in representing the District at the Farmers Market every Saturday of the month.

### Vice President Doolittle

- Doolittle attended the MWA board meeting on November 14<sup>th</sup> and mentioned that the agenda included the following items: a Water Master Plan workshop, an Urban Water Management Plan, an audit report, and an updated Sunshine Ordinance.
- Doolittle attended the ASBCSD meeting on November 18<sup>th</sup>, where a hydrologist was a speaker who discussed the State Water Project.

### Director Jarlsberg

- Jarlsberg attended the ASBCSD meeting on November 18th, carpooling with Vice President Doolittle. Jarlsberg appreciated all the notes that Doolittle took during the meeting. Jarlsberg found the information presented to be very informative and expressed interest in sharing the presentation in the future if it is available.
- Jarlsberg was pleased with the presentation given by Consultant Kyle Tanaka from CAMP.

- Jarlsberg would like to see the page numbers of the attachments listed on the agenda in the future.
- Jarlsberg will be attending the JPIA Summit on December 2<sup>nd</sup>, and the ACWA Fall Conference on December 3<sup>rd</sup> and December 4<sup>th</sup>.

#### Director Short

- Short congratulated staff for their hard work on the audit and research concerning the investment pools and is excited to see the results.

#### Director Fick

- Fick mentioned a Cadiz situation published in the LA Times.
- Fick mentioned that he was pleased that the Director of Finance Roman, and General Manager Johnson, researched various investment pools per his request and so timely.

#### General Manager Report

Johnson reported on the following:

- Johnson mentioned that Municipal Diving is onsite this week to inspect the C2-B reservoir and will return in January to inspect the C1, C3, and B1 tanks.
- Johnson discussed that the District is coordinating with Southern California Edison and Minuquip, aiming to have the D-1-1 booster station operational in December.
- Johnson shared that the November 12<sup>th</sup> CAC meeting was cancelled due to lack of quorum. Johnson stated that we have new CAC applications to present to the board for consideration, which we hope will address the issue of quorum in future meetings. Johnson also expressed gratitude to CAC Chair David Carrillo for his dedication to attending every board meeting and for being an essential member of the CAC.
- Johnson expressed gratitude to Director of Finance Anne Roman and Accounting Supervisor Rich for their hard work on the audit.
- Johnson met with Christian Carmgo to tour an olive tree farm with President Floen. She expressed appreciation for the tour.

## **9. ADJOURNMENT**

On motion by Director Jarlsberg, seconded by Director Short and approved by the Board, the meeting was adjourned at: 7:45 pm.

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary






# 2. JBWD MINUTES 2ND MEETING TEMPLATE 11.20.24

Final Audit Report

2024-12-12

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Status:	Signed
Transaction ID:	CBJCHBCAABAA6IXHrWmR92AMjm6soK6splYkooeZ4F8n

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2024-12-11 - 7:47:17 PM GMT
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2024-12-11 - 7:47:36 PM GMT
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2024-12-12 - 5:04:27 PM GMT
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