JOSHUA BASIN WATER DISTRICT
MINUTES OF THE
CITIZENS ADVISORY COUNCIL MEETING
Tuesday September 8, 2026
61750 Chollita Road, Joshua Tree, CA 92252

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – David Carrillo, Chairperson, called the meeting to order at 5:01 pm.

2. ROLL CALL – David Carrillo, Fred Jaross, Debra Truncale, Melvin Smith, Jeff Walter

   STAFF PRESENT – Director of Administration, David Shook, General Manager Pro Tem, Anne Roman, Executive Assistant, Lisa Thompson

   CONSULTANTS PRESENT – Public Outreach Consultant, Kathleen Radnich

3. APPROVAL OF THE AGENDA
   1st – Fred Jaross
   2nd – Melvin Smith
   Motion carried to approve the agenda.

4. APPROVAL OF THE CITIZENS ADVISORY COUNCIL MEETING MINUTES 05.12.26
   1st – Fred Jaross
   2nd – Melvin Smith
   Motion carried to approve the 05.12.26 minutes.

5. MANAGER REPORT
   General Manager Pro Tem Anne Roman and Director of Administration David Shook provided district updates.

   - General Manager Pro Tem Roman provided an update on Ray Kolisz, who previously served as Interim Director of Operations and has since transitioned to a new role focused on project management. Kolisz is working on project updates, including the E21 tank, Belmont Pipeline, D3-1 reservoir analysis, C2B reservoir, and booster stations.
   - Roman announced that the auditors will be onsite this week to conduct the annual audit. Once the audit is complete, staff will work with the auditors to prepare the audited financial statements, which are expected to be presented to the Board for approval in November and distributed in December.
   - Director of Administration Shook reported that he is working with Jacobs Engineering to complete the Emergency Response Plan (ERP), due at the end of December. Shook explained that the Risk and Resilience Assessment (RRA) was completed and submitted by the June deadline following several site visits with Jacobs Engineering to assess the District's vulnerabilities. The assessment identified minor security improvements, including fencing, gate improvements, and signage at the Quail Springs reservoir. Shook also discussed establishing mutual aid agreements with neighboring water districts and potential participation in the Emergency Response Network of the Inland Empire (ERNIE) to coordinate emergency assistance among utilities and first responders.
   - Shook provided an update regarding AMI and anticipates presenting the propagation study report to the Board in October or November 2026.

- Shook reported that he plans to present an ordinance regarding water theft through fire hydrants under SB394 for the Board's consideration, which would authorize the District to issue citations and fines
- Shook announced that the MWA bus tours are scheduled for Wednesday, September 16, at 9:00 am, departing from the Joshua Tree Community Center. The approximately 45-minute JBWD tour will include the water recharge ponds, Well 14, and the 4-log treatment system, and will conclude at the District office.

6. DISCUSSION ITEMS -

   A. CUSTOMER SUPPORT PRESENTATION BY DIRECTOR OF ADMINISTRATION, DAVID SHOOK
   Director of Administration David Shook presented the Customer Support Presentation for period January through June 2026. Shook presented the Customer Support Report for January through June 2026. Shook noted that phone calls remain the primary method of customer communication. The presentation also covered 182 high-water-use letters sent to customers, the use of Field Logic data loggers, and video examples of customer-side leaks.

   ROUNDTABLE CAC MEMBER COMMENTS
   CAC members asked questions and discussed among all members.

7. NEXT MEETING – CAC Meeting on November 10, 2026, at 5:00 pm.

8. ADJOURNMENT – David Carrillo adjourned the meeting at 5:54 pm.
   1st – Fred Jaross
   2nd –Melvin Smith

Respectfully Submitted,

ANNE ROMAN (Nov 16, 2026 10:48:19 PST)

Anne Roman, General Manager Pro Tem

CAC Meeting Minutes 09.08.26

Final Audit Report 2026-11-16

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