

**JOSHUA BASIN WATER DISTRICT  
REGULAR BOARD OF DIRECTORS  
MEETING MINUTES  
JANUARY 18, 2023**

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE** – President Floen called the board meeting to order at 5:30 pm.
2. **DETERMINATION OF A QUORUM** – All Directors are present.

STAFF PRESENT –

Sarah Johnson, General Manager, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, Jeremiah Nazario, Interim Director of Operations, Lisa Thompson, Lead CSR.

CITIZENS ADVISORY COUNCIL PRESENT –

Vice Chairperson Frank Coate

CONSULTANTS PRESENT –

Kathleen Radnich, Public Information Consultant, Jeff Hoskinson, Legal Counsel

3. **APPROVAL OF AGENDA** –

1<sup>st</sup> - Delph

2<sup>nd</sup> -Doolittle

5/0/0 motion carried to approve the agenda.

4. **STATE OF EMERGENCY FINDINGS** -

1<sup>st</sup> - Delph

2<sup>nd</sup> -Short

5/0/0 motion carried to approve the state of emergency findings.

5. **PUBLIC COMMENT** – none

6. **CONSENT CALENDAR** –

A. DRAFT MEETING MINUTES – 11.02.22

B. DRAFT MEETING MINUTES – 11.09.22

C. DRAFT MEETING MINUTES – 12.07.22

D. DRAFT MEETING MINUTES – 12.14.22

E. DRAFT MEETING MINUTES – 12.21.22

1<sup>st</sup> - Jarlsberg

2<sup>nd</sup> -Doolittle

5/0/0 motion carried to approve draft minutes with the following correction:

Item A - DRAFT MEETING MINUTES – 11.01.22 – change the date from 11.01.22 to 11.02.22.

Jarlsberg requested to pull items:

6F- Check Register August 2022 and 6G- Check Register September 2022.

7. **ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION**

6F. Check Register – August 2022

1<sup>st</sup> - Jarlsberg

2<sup>nd</sup> -Short

5/0/0 motion carried to receive and file the August 2022 check register.

6G. Check Register September 2022.

1<sup>st</sup> - Jarlsberg

2<sup>nd</sup> -Doolittle

5/0/0 motion carried to receive and file the September 2022 check register.

## 8. ACTION CALENDAR

### A. RESOLUTION NO. 23-1051 APPRECIATION AND RECOGNITION FOR JIM VENTURA

1st - Doolittle

2nd -Jarlsberg

5/0/0 motion carried to approve Resolution 23-1051

No public comment

### B. 1ST QUARTER ENDING 09/30/22 FINANCIAL REPORT

Director Floen asked about development fees, and Director of Finance Roman discussed that water capacity hasn't been updated since 2006. The fees cover costs for development.

Director Doolittle had questions about the definition of a bond call. She also had questions and comments on the urban water management plan.

Director Jarlsberg had questions about wastewater capacity for commercial. Director of Finance, Roman explained that the fees are for the wastewater assessment area of the district. Fees are paid when property owners purchase a new water meter in the designated area. But the fees are only a small deposit on much higher future anticipated costs.

1st - Delph

2nd -Jarlsberg

5/0/0 motion carried to approve the financial report.

No public comment

### C. CONSIDER SELECTION METHOD FOR AUDIT FIRM FOR FISCAL YEAR 22/23 AND BEYOND

1st - Delph

2nd - Doolittle

5/0/0 motion directing the General Manager to solicit a contract proposal from Fedak & Brown for auditing purposes. The board noted that Fedak & Brown is changing their name to CJ Brown & Co.

No public comment

## 9. INFORMATIONAL ITEMS AND REPORTS

### A. PUBLIC OUTREACH REPORT

Consultant Radnich announced the following events:

MWA Seed to Salad virtual 12-week course - March 2023.

Wildcrafting Course – May 2023.

Native Plant Sale - March 26, 2023.

Docent meeting - February 20, 2023.

January Drought message at farmer market "Slow the flow and reduce usage.

New AWAC 2023 calendars have arrived.

**B. GENERAL MANAGERS REPORT**

General Manager, Johnson announced the following:

Introduction of David Shook, the district's new Director of Administration.

Promotion of Lisa Thompson to Executive Assistant.

**C. DIRECTOR REPORTS AND COMMENTS**

Delph attended MWA board meeting.

**10. FUTURE DIRECTOR MEETINGS**

No changes per agenda.

**11. ADJOURNMENT**

1st - Delph

2nd - short

President Floen called the board to adjourn at 7:39 pm

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary





# 4B. Draft Minutes 01.18.23

Final Audit Report

2023-04-20

Created:	2023-04-13
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