



AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

WEDNESDAY, APRIL 5, 2023

5:30 PM

THIS MEETING MAY BE ATTENDED IN PERSON AT THE DISTRICT OFFICE BOARDROOM AT 61750 CHOLLITA RD., JOSHUA TREE, CA 92252, BY PHONE AT 1 669 444 9171, OR BY VIDEO CONFERENCE.

JOIN BY ZOOM

[HTTPS://US02WEB.ZOOM.US/J/82784846900?pwd=CFFzT3LWAEZ6RUN4DLQ5AMHEENFPZz09](https://us02web.zoom.us/j/82784846900?pwd=CFFzT3LWAEZ6RUN4DLQ5AMHEENFPZz09)

Meeting ID: 827 8484 6900

Passcode: 61750

OUR MISSION, VISION, AND VALUES

Mission Statement

To provide, protect, and maintain Joshua Tree's water - our vital community resource.

Vision Statement

To achieve excellence in all District endeavors.

Values

The community of Joshua Tree has entrusted the Board of Directors and employees of Joshua Basin Water District with its most valuable natural resource, its groundwater. As stewards of the community water supply, we oversee this critical natural resource to ensure current and future water reliability. Dedicated to this purpose, we embrace these important values:

- **Integrity** – To consistently earn our customers' trust by prioritizing the needs of the community...doing the right thing for the right reason.
- **Transparency** – To openly and honestly share information about our operations with the public.
- **Respect** – To treat the residents of Joshua Tree, and all those contacted in the course of business, with high esteem and regard.
- **Fiscal Responsibility** – To manage all resources as if they were our own, whether revenues, assets, or water supply, in a conscientious and appropriate manner.
- **Accountability** – To take responsibility for our decisions and actions in managing this essential resource.

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE**
2. **CONSIDERATION OF TELECONFERENCING NOTIFICATIONS OR REQUESTS FROM BOARD MEMBERS**
3. **DETERMINATION OF A QUORUM**
4. **APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**

This is the time set aside for public comment on any District related matter, whether appearing on the agenda or not. Under provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. At the discretion of the Board President, however, comments on a particular Agenized item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes.

6. **CONSENT CALENDAR**

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a board member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

A. **DRAFT MINUTES – 03.15.23**

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

8. **ACTION CALENDAR**

A. **RECOGNIZE AND THANK KAREN TRACY FOR HER YEARS OF SERVICE ON THE CAC**

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: PRESENT KAREN TRACY WITH CERTIFICATE OF APPRECIATION

B. **SALOON PIPELINE PROJECT**

PRESENTED BY: INTERIM DIRECTOR OF OPERATIONS, JEREMIAH NAZARIO

RECOMMENDED ACTION: RECEIVE REPORT AND APPROVE THE CAPITAL BUDGET AMENDMENT OF \$45,000

C. **FACILITY USE REQUEST - MORONGO BASIN CONSERVATION ASSOCIATION REQUEST THE USE OF THE DISTRICT'S DEMONSTRATION GARDEN FOR THE UPCOMING LANDSCAPE TOURS**

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: CONSIDER AND VOTE ON THE REQUEST TO USE FACILITIES, WITH AUTHORIZATION TO GENERAL MANAGER TO PREPARE AGREEMENT WITH PROPER INDEMNIFICATION AND INSURANCE PROTECTIONS.

FISCAL IMPACT: STAFF ESTIMATES COST AT APPROXIMATELY \$1,000 FOR USE OF FACILITIES AND STAFFING THE EVENT

9. **INFORMATIONAL ITEMS AND REPORTS**

A. **DIRECTOR REPORTS AND COMMENTS**

For informational purposes only on subjects not covered by the agenda and no action to be taken. The Board may provide staff with requests for future agenda items.

10. **FUTURE DIRECTOR MEETINGS**

	DATE/TIME	ATTENDEE(S)
A. SPECIAL MEETING - WRO COMMITTEE	04/05/23 8:00AM	Doolittle/Jarlsberg
B. SPECIAL MEETING - FINANCE COMMITTEE	04/05/23 9:00AM	Jarlsberg/Floen
C. MWA - TAC	04/06/23 10:00AM	Jarlsberg
D. MWA – BOARD MEETING	04/13/23 9:30AM	Doolittle
E. ASBCSD DINNER – RANCHO CUCAMONGA	04/17/23 6:00PM	TBD
F. REGULAR BOARD MEETING	04/19/23 5:30PM	All
G. SPECIAL BOARD MEETING – EMERGENCY MANAGEMENT TRAINING	04/26/23 11:30AM	All
H. MWA – BOARD MEETING	04/27/23 9:30AM	FLOEN

11. ADJOURNMENT

INFORMATION

The public is invited to comment on any item on the agenda during the discussion of that item.

Availability of agenda materials: Materials related to any item on this Agenda submitted to the District Board of Directors or Committee Members after distribution of the agenda packet are available for public inspection at the District's office, 61750 Chollita Road, Joshua Tree, CA 92252, during normal business hours. All documents supporting this agenda are available on the District website www.jbwd.com, subject to the staff's availability to post the documents before the meeting.

Reasonable Accommodation: Any person with a disability, who requires accommodation to view the agenda or to participate in the public comment portion of the Board meeting, should direct such requests to Sarah Johnson, Secretary of the Board of Directors, at 760-366-8438. Please allow three business days for your request to be processed. Requests must be received at least seventy-two (72) hours before the scheduled meeting.

Disruptive Conduct: If any meeting of the District is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, a meeting may be recessed or the person or persons willfully disrupting the meeting may be ordered to leave the meeting. Disruptive conduct includes addressing the Board or Committee without first being recognized, not addressing the subject before the Board or Committee, repetitively addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board or Committee from conducting its meeting in an orderly manner. Your cooperation is appreciated.

JOSHUA BASIN WATER DISTRICT
REGULAR BOARD OF DIRECTORS
MEETING MINUTES
MARCH 15, 2023

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Floen called the board meeting to order at 5:30 pm
2. CONSIDERATION OF TELECONFERENCING NOTIFICATIONS OR REQUESTS FROM BOARD MEMBERS.
No requests were received.
3. DETERMINATION OF A QUORUM – President Floen, Vice President Doolittle, Director Jarlsberg, Director Short.
STAFF PRESENT –
Sarah Johnson, General Manager, Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, David Shook, Director of Administration, Jeremiah Nazario, Interim Director of Operations, Lisa Thompson, Executive Assistant.

CITIZENS ADVISORY COUNCIL PRESENT –
Chairperson David Carrillo

CONSULTANTS PRESENT –
Kathleen Radnich, Public Information Consultant, Jeff Hoskinson, Legal Counsel, Alex Handlers, Bartle Wells
4. APPROVAL OF AGENDA –
1st - Jarlsberg
2nd - Short
4/0/0 motion carried.
5. PUBLIC COMMENT – none
6. CONSENT CALENDAR
DRAFT MINUTES – 03.01.23
1st - Jarlsberg
2nd - Doolittle
4/0/0 motion carried to approve 03.01.23 draft minutes
Jarlsberg requested to pull December 2022 and January 2023 check registers.
7. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION:
DECEMBER 2022 CHECK REGISTER.
JANUARY 2023 CHECK REGISTER
1st - Jarlsberg
2nd - Doolittle
4/0/0 motion carried to approve December 2022 and January 2023 check registers.
8. ACTION CALENDAR

A. RESOLUTION 23-1053 MEMORIAL HONORING BARBARA DELPH FOR HER YEARS OF SERVICE
1st – Doolittle
2nd - Jarlsberg
4/0/0 motioned carried to approve Resolution 23 – 1053.

B. JBWD BOARD MEMBER VACANCY

After much discussion the Board agreed that an appointment would be the best option to fill the Board member vacancy. The Board agreed to accept applications for appointment with a deadline of April 6, 2023, at 5:00 pm. The vacancy is to be advertised on the District website, JBWD Facebook page, Hi Desert Star, and through email outreach using Constant Contact. In addition, three public notices will be posted. Applications will be sent to the Board for their review on April 12, 2023. The Board plans to interview applicants at the April 19, 2023, Board meeting. The term of the appointment would be through December 6, 2024, with remaining two-year balance of the term to be filled by the November 5, 2024 election.

1st - Doolittle

2nd -Jarlsberg

4/0/0 motion carried to approve appointment process to fill Board vacancy

C. 2ND QUARTER ENDING 12/31/22 FINANCIALS

Director of Finance, Anne Roman presented the 2ND quarter ending 12/31/22 Financial Report to the Board. Roman stated that both revenues and expenses are generally not incurred evenly throughout the year. Roman mentioned that some costs may be incurred early on, others near year end. Each Department Head manages their own budget and can better provide details of budget vs. costs. Roman went over the Financials at a Glance categories in detail.

Doolittle asked about the decrease of consumption for 12/31/22. Roman explained that there are many factors such as weather, rainy months and less water use.

Jarlsberg asked about the Top 10 consumers with Autocamp using more water than Morongo Unified, but dollar amount was less. Roman explained that Autocamp has a smaller meter size.

1st – Short

2nd - Doolittle

4/0/0 motion carried for the Board to received and approve the 2nd Quarter Ending 12/31/22 Financials

9. INFORMATIONAL ITEMS AND REPORTS

For informational purposes only on subjects not covered by the agenda. No action is to be taken.

B. GENERAL MANAGERS REPORT –

Citizen’s Advisory Council met for their regular meeting on March 14, 2023. They elected their 2023 officers. For 2023, Glen Harris is now the chairman, Karen Morton is Vice Chair, and Hannah Campbell is the minute taker.

State water project allocation has increased from 5% to 35% and is expected to go higher due to the wet winter that we have experience in California.

The General Managers from Hi Desert Water District, Big Horn Desert View Agency, Joshua Basin Water District, and conjunction with MWA are working on a new contract for the Morongo Basin Pipeline.

In light of the recent bank closures, Local Agency Investment Fund sent a message to the District to reassure that invested funds are safe.

C. DIRECTOR REPORTS AND COMMENTS

Vice President Doolittle asked how charges work for new development and where the money goes. General Manager, Sarah Johnson said that there is an upcoming capacity fee study which will address development fees and we will be bring this information to the Board shortly. Doolittle asked about the WAAP. Johnson mentioned that the WAAP is now called the Customer Account Assistant Program, and the information is on our website under the Customer Service tab.

Director Jarlsberg is happy with the website improvements and expresses her appreciation.

Director Short provided a brief report on his recent attendance at the MWA meeting on 3/9/23. He discussed their electronic voting system, legislative policy, and current weather events.

President Floen announced that he is now the Chairman of the Morongo Basin Pipeline Commission. He discussed the need for the contract for the Morongo Basin pipeline. He stated that MWA shows their due diligence with maintaining the pipeline. Floen attended the CMM breakfast in which 87 people were in attendance.

10. FUTURE DIRECTOR MEETINGS

- A. ASBCSD – Dinner 03/20/23 6:00pm - Doolittle
- B. MWA Board Meeting 03/23/23 9:30am - Floen
- C. JBWD - Water Resources Committee 04/05/23 8:00am - Doolittle/Jarlsberg
- D. JBWD - Finance Committee 04/05/23 9:00am - Floen/Jarlsberg
- E. JBWD – Regular Board of Directors Meeting 04/05/23 5:30pm- All
- F. MWA – TAC 04/06/23 10:00 am - Jarlsberg
- G. ACWA - Region 9 Salton Sea Tour 3/27/23 - Jarlberg/Doolittle

11. ADJOURNMENT

- 1st – Jarlsberg
 - 2nd -Doolittle
- President Floen called the board to adjourn at 7:43pm

Respectfully submitted,

Sarah Johnson, General Manager & Board Secretary



Board of Directors Staff Report

MEETING DATE: April 5, 2023
PRESENTED BY: Jeremiah Nazario, Interim Director of Operations
TOPIC: Saloon Pipeline Project
RECOMMENDATION: Receive report and approve the capital budget amendment of \$45,000.

ANALYSIS:

In March 2023, staff replaced the pipeline in the easement located directly south of the JT Saloon. The original 4" steel wrapped mainline was installed in that area in 1968 and had fully reached its life span. This area has been problematic for quite some time, contributing to water loss (estimated water loss of 150,000 gallons of water lost just this year alone), disruption of service to local businesses, and posing safety concerns with water flooding onto very busy Twentynine Palms Highway. As such, Staff chose to move forward with a project considered to be urgent.

The District's CIRP team, led by Supervisor Brandon Warner, replaced 660' pipe with 8" C909 plastic pipe along with seven new service lines between Park Blvd and El Reposo. In addition, three inline isolation valves were added, along with tying into two water sources instead of the original just one source, improving the water quality that staff takes so much pride in. This project took three weeks to complete. The quick turnaround allowed CIRP to get back on track with the ongoing facility maintenance and the installation of new water mains.

Staff works to ensure projects are as cost-effective as possible. When choosing to complete a project, criteria such as the age of the mainline, condition of the pipe, water loss, depth of this mainline, and size for proper fire protection are all taken into consideration.

Staff recommends that the Board approve an amendment (addition) to the Capital Budget for \$45,000 to be reimbursed by the Capital Reserve Fund at fiscal year-end.

STRATEGIC PLAN ITEM: 1.0 Maintain and enhance the operational efficiency and reliability of the District's water resources and infrastructure.

1.1 Continuously Update District Facilities

FISCAL IMPACT: \$45,000