

# MEETING MINUTES



## REGULAR MEETING OF THE BOARD OF DIRECTORS MARCH 6, 2024, 5:30 PM

### 1. CALL TO ORDER

President Floen called the meeting to order at 5:30 p.m.

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

**Board Members Present:** President Floen, Director Jarlsberg, Director Short, Director Fick

**Absent:** Vice President Doolittle

**Staff Present:** General Manager Johnson, Director of Finance Roman, Director of Administration Shook, Interim Director of Operation Nazario, Accounting Supervisor Rich, Executive Assistant Thompson

**Consultant(s) Present:** Public Outreach Consultant, Kathleen Radnich, Legal Counsel, Jeff Hoskinson

**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 approved by the following vote:

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

### 4. PUBLIC COMMENT

None

### 5. CONSENT CALENDAR

A. DRAFT MINUTES – 02.21.24

B. GENERAL MANAGER CONTRACT AMENDMENT

Director Fick made a motion to approve the draft minutes, seconded by Director Jarlsberg approved by the following vote.

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

**6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION**

None

**7. PROJECT LIST UPDATE** - For informational purposes only. No action was taken.

Management shared updates on District projects, giving the Board the opportunity to ask questions and receive additional information from staff.

**8. PRESENTATIONS** - For informational purposes only. No action was taken.

**A. PUBLIC OUTREACH REPORT**

Consultant Radnich provided an outreach report including the following:

- March 12 - Native plant class online through Zoom at 6:00 pm.
- March 21 & 22 – Garden tour scheduled for La Contenta Middle School.
- March 24 - Native plant sale from 1:00 pm – 3:00 pm.
- April 2 - How to Prepare Drip Irrigation class online through Zoom at 6:00 pm.
- April 7 - Garden tour scheduled for Miltree Community Garden Club.
- May 20 – Help Yourself, Help Your Neighbor Emergency and Disaster Expo event in the Walmart parking lot from 9:00 am to 1:00 pm.
- Delivery of free mulch is scheduled for this Thursday.
- The Farmers Market booth theme this month is Growing Native and Staying Grounded.
- The water conservation messaging campaign is Conserve Water Like a Tortoise, not a Hare; Stay Hydrated and Keep Water with You Everywhere.
- District tour recap:
  - Attendance for both District tours was almost full or at full capacity.
  - The district tour questionnaires received positive feedback from the attendees, who reported that they gained knowledge.
  - Radnich read some of the comments on the attendees' questionnaires.
- Attended Morongo Basin Response Group

**9. REPORTS AND COMMENTS**

President Floen

- President Floen mentioned that he had heard on the radio that a friend of his had applied for the director position at Big Horn Desert View Agency. Floen added that his friend had been preparing for the role by reading the District's newsletter.
- Floen attended the Pelican Club on Monday, March 11, in Yucca Valley. Floen mentioned that the networking event at the Pelican Club was one of the best he's attended, and he had great interactions with others.
- Floen mentioned that he was scheduled for CMM breakfast but didn't attend because he assisted at the Farmers Market with Kathleen Radnich due to very windy conditions.

Vice President Doolittle - Absent

Director Jarlsberg

- None

### Director Short

- Director Short attended the district tour on February 29 and found it informative and enjoyable. Short encourages public attendance on district tours for valuable learning experiences.

### Director Fick

- Director Fick went on a district tour on February 29th and visited new locations. Fick found the tour informative and wishes to revisit some of the places.

### General Manager Report

Johnson reported on the following:

- The Local Hazard Mitigation Plan (LHMP) has been submitted to CalOES today. CalOES should review the LHMP within 45 days. If any changes are required, they will be incorporated, and following CalOES approval, the LHMP will be sent to FEMA for review. Johnson assured that she will keep the board informed about the progress of the review process. Johnson pointed out that she spent over 16 hours correcting grammar and errors in the LHMP document, in addition to staff review time.
- On Tuesday, March 12, the District will hold a final LIHWAP event.
- Staff have been working hard to prepare for the upcoming budgets. The budget workshops will be conducted in May. The first meeting in May will include an operations workshop, the WRO meeting will include a capital project presentation and the second meeting in May will include a capital budget workshop. In June, the budget will be brought back to the board for review and approval.
- The IT contract with Southwest Networks is expiring soon. A renewal contract and presentation will be presented to the board at the next meeting.
- We will begin sending out the agendas by email through our new platform, Streamline, instead of Constant Contact. Johnson shared that if anyone wants to join the mailing list, it's available on the JBWD website at the bottom right corner. We plan to phase out Constant Contact's newsletter email and switch to Streamline in late spring or summer.
- Johnson will be attending the CSDA Legislative Days in May.
- Meetings attended:
  - February 22 & 29 - District tours. Johnson praised Interim Director of Operations Jeremiah Nazario for doing a fantastic at the District tours.
  - February 28 - CWSA monthly meeting.
  - February 28 - Morongo Basin Coffee Group hosted by Dawn Rowe.
  - February 28 - Joshua Tree Open House.
  - March 4 – Pelican's Club with President Floen, which offered a good networking opportunity.

## **10. ADJOURNMENT**

On motion by Director Short, seconded by Director Jarlsberg and approved by the Board, the meeting was adjourned at 6:13 p.m.

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary





# 1. JBWD MINUTES TEMPLATE 1st MEETING 03.06.24

Final Audit Report

2024-03-21

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