

JOSHUA BASIN WATER DISTRICT
Minutes of the
CITIZENS ADVISORY COUNCIL MEETING
Tuesday, July 13, 2021

CALL TO ORDER – Chairperson Delph called the meeting to order at 6:00 p.m. via Zoom.

PLEDGE OF ALLEGIANCE -

DETERMINATION OF A QUORUM – GM Mark Ban/Chairperson Delph

IN ATTENDANCE – Barbara Delph, David Carrillo, Hannah Campbell, Kathy Carrillo, Frank Coate, Shari Long, Karen Morton, Karyn Sernka

STAFF PRESENT – Mark Ban, General Manager; James Corbin, Director of Operations

CONSULTANTS PRESENT -- Kathleen Radnich, Public Information Consultant

ELECTION OF SECRETARY – Chairperson Delph asked for nominations for new position of CAC Secretary. Chairperson Delph nominated Kathy Carrillo. With no other nomination, MSC¹ (Delph/Coate 2/0). Kathy Carrillo assumed duties as Secretary.

APPROVAL OF AGENDA – MSC¹ (D. Carrillo/Coate 2/0) approved the Agenda for July 13, 2021.

PUBLIC COMMENT – None

APPROVE MINUTES OF THE PRIOR MEETING – MSC¹ (Coate/D. Carrillo 2/0) approved the draft minutes of May 18, 2021.

OPERATIONS UPDATE – GM Ban presented update on Well 14 progress and projected completion. Director Corbin added further details about Well 14 and upcoming actions. Director Corbin summarized the District’s basic operation stats for June, post-inspection updates and CRP’s recent work. Director Corbin provided updates on the Tilford Project, discussed progress on Geo-Viewer developments, including improvements in maintenance and work order management, and touched on the capital budget, as well as the state of Covid-related supply delays, shortages and cost increases.

WASTEWATER MASTER PLAN/PRELIMINARY DESIGN -- GM Ban explained 40 USC § 1101 and the District’s methodology going forward when selecting the best engineering firms. This process will include forming an interview panel to review and assign gradings to request for proposals. The District would like the CAC to identify a member who is willing to read through the procurement documents and sit in on the Interview Committee meetings as the grading and numerical values are assigned, as well as in the interview process. GM Ban added the District would like a CAC representative to be designated by the next CAC meeting. The requests for qualifications and proposals will also be made available on the District’s website as well as to the CAC. GM Ban emphasized one of the most important parts of the Wastewater Project is that all documentation and related projects follow the guidelines for the California State Revolving Fund programs to ensure a viable funding plan. Frank Coate volunteered, and Chairperson Delph commented that he would be a good choice for this role. Chairperson Delph will contact all the CAC members individually to get a general consensus. GM Ban added that because the Wastewater Master Plan would be a huge undertaking to review all at once, the goal is to bring each chapter in draft form to the CAC in bits and pieces, making review and changes easier.

¹ Motion seconded and carried.

ROUNDTABLE COMMENTS – Multiple members briefly commented regarding the District’s notable accomplishments and the informative operations report.

NEXT MEETING DATE – August date TBD, and September 14, 2021 on calendar.

ADJOURNMENT – Chairperson Delph adjourned the meeting at 6:38 p.m.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Mark Barr', is written over a horizontal line.

Mark Barr, General Manager and Board Secretary