

JOSHUA BASIN WATER DISTRICT
MINUTES OF THE
FINANCE COMMITTEE MEETING
Wednesday, August 9, 2023
61750 Chollita Road, Joshua Tree, CA 92252

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE –President Floen called the meeting to order at 9:00 a.m.
2. ROLL CALL – President Floen and Director Short

STAFF PRESENT – Anne Roman, Director of Finance, Autumn Rich, Accounting Supervisor, Jeremiah Nazario, Interim Director of Operations, David Shook, Director of Administration, Sarah Johnson, General Manager, Lisa Thompson, Executive Assistant.

CONSULTANTS – None

GUESTS – Jane Jarlsberg

3. PUBLIC COMMENT – None

4. CONSENT CALENDAR

- A. DRAFT FINANCE COMMITTEE MEETING MINUTES 06.14.23

1st - Short

2nd - Floen

Motion carried to approve consent calendar 06.14.23 minutes.

5. DISCUSSION ITEMS -

- A. MAY 2023 CHECK REGISTER

1st - Short

2nd - Floen

Motion carried to refer to the Board.

- B. JUNE 2023 CHECK REGISTER

1st - Short

2nd - Floen

Motion carried to refer to the Board.

- C. APPROPRIATION LIMIT

Director of Finance, Anne Roman, gave her presentation on the Appropriation Limit for the fiscal year 2023/2024. Roman explained the factors of calculation in detail. Roman said that the County will provide us with an estimate for what we will receive in a fiscal year in the month of March. The appropriation amount is based on last year's estimate for the property tax revenues received.

1st - Short

2nd - Floen

Motion carried to refer to the Board.

- D. BAD DEBT WRITE-OFF

Director of Finance, Anne Roman, gave a presentation on the Bad Debt write-off. Roman shared that Director of Administration, David Shook arranged a third LIHWAP program event on August 10th at the District office for customers who need assistance with their water bills. Shook mentioned that we will have LIHWAP flyers available in the District office. The district will provide free coffee and donuts for customers at the LIHWAP event. The County representatives of Community Action Partner's LIHWAP program said we treated them the best of any other agency and would be happy to come out again.

General Manager, Sarah Johnson, stated we strive to treat all customers with respect. Johnson also reported that the program will pay up to \$15,000 per qualified customer.

1st - Short

2nd - Floen

Motion carried to refer to the Board.

6. STAFF REPORTS –

General Manager, Sarah Johnson mentioned that Director Jarlsberg had previously asked why each district committee was formed and their purpose. Johnson reported she could not find the Finance Committee purpose statement but that it had been in existence for quite some time. However, Johnson did find the WRO Committee purpose statement, which is to “Review issues related to engineering, development, and operations of capital improvement projects and agency facilities.” The WRO Committee was formed in 2014.

Johnson also reported that the Admin Code describes that committees will be used sparingly and not to interfere with the whole board, do not represent the board, and are not to direct staff. Johnson stated there will be a board retreat training for the directors in the coming months, so we can discuss committees further. Johnson thanked Director Jarlsberg for sparking an interest in the purpose of committees.

7. DIRECTOR COMMENTS –

President Floen mentioned the update with the major leak that occurred on August 6th and expressed his appreciation for the dedication of district staff.

8. ADJOURNMENT – President Floen adjourned the meeting at 10:31 am.

1st - Short

2nd - Floen

NEXT MEETING – September 13, 2023, at 9:00 am.

Respectfully Submitted,



Sarah Johnson, General Manager






Draft Finance Com Minutes 08.09.23

Final Audit Report

2023-10-17

Created:	2023-10-16
By:	LISA THOMPSON (lthompson@jbwd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfZAU2eBJK9f9FuKHTtrEBLIH4vKvZ4_2

"Draft Finance Com Minutes 08.09.23" History

-  Document created by LISA THOMPSON (lthompson@jbwd.com)
2023-10-16 - 9:54:41 PM GMT
-  Document emailed to Sarah Johnson (sjohnson@jbwd.com) for signature
2023-10-16 - 9:55:00 PM GMT
-  Email viewed by Sarah Johnson (sjohnson@jbwd.com)
2023-10-17 - 0:12:20 AM GMT
-  Document e-signed by Sarah Johnson (sjohnson@jbwd.com)
Signature Date: 2023-10-17 - 0:12:30 AM GMT - Time Source: server
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2023-10-17 - 0:12:30 AM GMT