

# MEETING MINUTES



## REGULAR MEETING OF THE BOARD OF DIRECTORS MAY 20, 2026, 5:00 PM

### 1. CALL TO ORDER

President Doolittle called the meeting to order at 5:04 p.m.

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

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

**Staff Present:** General Manager Johnson, Director of Administration Shook, Accounting Supervisor Rich, Executive Assistant Thompson, Production Supervisor, Kenny Ware

**Consultant(s) Present:** Legal Counsels, Jeff Hoskinson and Nicole Falcis, Zanjero's Water Resources Planner, Adriel Ramirez

**Citizens Advisory Council Member(s) Present:** David Carrillo

### 3. APPROVAL OF THE AGENDA

Director Floen moved to approve the agenda with changes to the agenda order of the agenda items in the Discussion/Action Calendar to the following: 7A, 7C, 7F, 7B, 7D, 7E, and seconded by Vice President Short and approved by the following vote:

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

### 4. PUBLIC COMMENT – None

### 5. CONSENT CALENDAR

#### A. GENERAL MANAGER CONTRACT AMENDMENT

Director Jarlsberg made a motion to approve the Consent Calendar and seconded by Director Floen, approved by the following vote:

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

Absent: None

**6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION -None**

**7. DISCUSSION ITEMS**

**A. 2025 URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN**

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON INTRODUCING ZANJERO'S WATER RESOURCES PLANNER, ADRIEL RAMIREZ

RECOMMENDED ACTION: REVIEW AND DISCUSS THE DISTRICT'S NEWLY UPDATED 2025 REGIONAL URBAN WATER MANAGEMENT PLAN AND WATER SHORTAGE CONTINGENCY PLAN

General Manager Sarah Johnson introduced Zanjero's Water Resources Planner, Adriel Ramirez, who presented the 2025 Regional Urban Water Management Plan and Water Shortage Contingency Plan. Ramirez provided an overview of Urban Water Management Plan requirements, the 25-year planning framework, service area description, water supply characterization, population and demand projections, reliability assessment, and the Water Shortage Contingency Plan. Following the presentation, the Board conducted a Q&A session regarding the proposed documents.

**B. D3-1 RESERVOIR EVALUATION – ENGINEERING SERVICES PROPOSAL**

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH ARDURRA GROUP, INC. FOR ENGINEERING SERVICES TO COMPLETE A D3-1 RESERVOIR EVALUATION IN AN AMOUNT NOT TO EXCEED \$23,288 AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE AN AGREEMENT

General Manager Sarah Johnson introduced Production Supervisor Kenny Ware, who presented the D3-1 Reservoir Evaluation – Engineering Services Proposal. Ware explained that the recent dive report for the reservoir identified significant corrosion and coating deterioration inside the reservoir. Ware requested Board approval for Ardurra to perform an analysis to determine whether rehabilitating the reservoir or constructing a new reservoir would be the more cost-effective.

Vice President Short made a motion to approve a professional services agreement with Ardurra Group, Inc. for Engineering Services to Complete a D3-1 Reservoir Evaluation in an amount not to exceed \$23,288 and authorize the General Manager to execute an agreement, and seconded by Director Floen, approved by the following vote:

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

**C. CONSIDERATION OF ESTABLISHING A STANDING COMMITTEE ON WATER & GROWTH IMPACTS**

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON INTRODUCING PRESENTER: BOARD PRESIDENT DOOLITTLE

RECOMMENDED ACTION: DISCUSS AND PROVIDE DIRECTION REGARDING THE POTENTIAL ESTABLISHMENT OF A STANDING COMMITTEE RELATED TO WATER SUPPLY, WASTEWATER/SEWER

PLANNING, INFRASTRUCTURE CAPACITY, SERVICE DEMAND, FISCAL IMPACTS, AND RELATED COMMUNITY GROWTH TRENDS.

POSSIBLE ACTIONS MAY INCLUDE:

- ESTABLISHING A STANDING OR AD HOC COMMITTEE;
- PROVIDING DIRECTION REGARDING COMMITTEE SCOPE (CHARTER), COMPOSITION, AND PURPOSE;
- REFERRING THE MATTER FOR ADDITIONAL REVIEW; OR
- TAKING NO ACTION.

President Doolittle presented the Consideration of establishing a Standing Committee on Water & Growth Committee. Doolittle explained that the proposed committee would serve in an advisory capacity to review and discuss issues related to water demand, wastewater and sewer planning, infrastructure capacity, long-term financial impacts, regional coordination, and future service needs. Doolittle emphasized that the committee would not have decision-making authority, direct staff, or serve as a land-use or development-approval body, but would instead provide information and recommendations to the full Board.

President Doolittle made a motion to establish a standing committee titled the Water and Growth Committee to commence in July, nominating herself and Vice President Short to the committee, and to work on a charter, and seconded by Director Jarlsberg, and approved by the following vote:

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

D. RIDGELINE MUNICIPAL STRATEGIES GENERAL SERVICES AGREEMENT

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: AUTHORIZE THE GENERAL MANAGER TO EXECUTE AGREEMENT WITH RIDGELINE MUNICIPAL STRATEGIES, LLC

Director of Finance, Anne Roman, presented the Ridgeline Municipal Strategies General Services Agreement. Roman explained that the scope of work includes grant and earmark application support, updates to the previously developed financial model and forecast, rate study update support, general project financing strategy guidance, and financial analysis support.

Director Jarlsberg made a motion to authorize the General Manager to execute an agreement with Ridgeline Municipal Strategies, LLC, and seconded by Director Floen, approved by the following vote:

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

- E. MARCH 2026 CHECK REGISTER  
PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN  
RECOMMENDED ACTION: APPROVE CHECK REGISTER

Director Jarlsberg made a motion to approve the March 2026 Check Register, and seconded by Vice President Short approved by the following vote:

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

- F. SUPPORT FOR VISION FOR OUR WATER FUTURE  
PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON INTRODUCING PRESENTER BOARD  
PRESIDENT DOOLITTLE  
RECOMMENDED ACTION: CONSIDER ADOPTION OF A RESOLUTION 26-1085 IN SUPPORT OF THE  
ASSOCIATION OF CALIFORNIA WATER AGENCIES (ACWA) VISION FOR OUR WATER FUTURE

President Doolittle presented the Support for Vision for Our Water Future resolution. Doolittle discussed the need for strong state partnerships and long-term planning to address California's future water challenges. Doolittle reviewed the framework's key priorities, including protecting water affordability, investing in critical infrastructure, improving water reliability and resiliency, and modernizing water management and regulatory processes to improve efficiency and responsiveness.

Director Jarlsberg made a motion to adopt Resolution 26-1085 in Support of the Association of California Water Agencies (ACWA) Vision For Our Water Future, and seconded by Vice President Short, approved by the following vote:

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

## 8. DIRECTOR REPORTS/COMMENTS

### President Doolittle

- Doolittle stated that he is working with GM Johnson to improve meeting efficiency.
- Doolittle explained the check register will be placed on the consent calendar going forward.
- Doolittle asked about the District's use of the JotForm application software and questioned how frequently it is being utilized, noting that AI tools can now create forms more easily.
- Doolittle clarified that comments she made at the previous Board meeting regarding a desire for "an upgrade" did not accurately reflect her intent and were not meant to refer to General Manager Johnson or her performance. Doolittle stated that she is very pleased with General Manager Johnson's leadership, believes the District is fortunate to have her as General Manager, hopes she will remain with the District for years to come.

- Doolittle stated that the District should consider adding additional staff, consultants, or other resources to help manage workload demands and expressed the Board's support for providing the resources necessary to meet the District's operational needs.

#### Vice President Short

- Short attended the Manager Meetup on May 14<sup>th</sup> with President Doolittle.
- Short shared he will be attending an AI presentation at ACWA to learn more on the topic.

#### Director Floen

- None

#### Director Jarlsberg

- Jarlsberg reported attending the MWA Board meeting on April 23rd, which included a workshop and discussions on the Agenda Master Plan progress report, customer service improvements, the FY 2027 budget draft, investment policy approval, labor compliance consulting services, and board room technology upgrades expected to be completed by July.

#### Director Fick

- Fick referenced the court case related to the Lovemore Ranch project and stated that he expects to learn more information tomorrow regarding how the case will proceed.
- Fick stated that he is conducting research on nitrates for a potential presentation to be placed on a future meeting agenda.
- Fick reported attending the MWA Board meeting and learning that the Johnson Valley booster station will undergo upgrades and is expected to be offline for approximately 4–6 months.

### **9. MANAGER'S REPORT**

#### General Manager Report

Johnson reported on the following:

- Johnson reported that she and Director of Finance Anne Roman participated in a series of meetings with a grant writer from Craftwater Engineering (recommended by Ridgeline), regarding potential drought grant opportunities. After discussions with the Department of Reclamation, it was determined that the current Chromium 6 project would not be a good fit for that grant, however, Johnson noted that the District now has a valuable resource to help identify future grant opportunities.
- Johnson reported that the kickoff meeting for the AWIA and ERP projects will take place tomorrow and will be led by Director of Administration David Shook.
- Johnson reported that the Well 15 profiling results are expected in the coming weeks and will be shared with the Board once available.
- Johnson complimented President Doolittle on effectively managing the meeting despite the last-minute adjustments to the agenda.
- Johnson wished everyone a Happy Memorial Day.

### **10. AGENDA ITEMS REQUESTED BY THE BOARD**

- Doolittle – None
- Short – None

- Floen – None
- Jarlsberg – None
- Fick – None

**11. ADJOURNMENT**

On motion by Vice President Short, seconded by Director Floen, and approved by the Board, the meeting was adjourned at 7:11 p.m.

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary






# 2b. .JBWD MINUTES MEETING 05.20.26

Final Audit Report

2026-06-05

Created:	2026-06-04
By:	LISA THOMPSON (lthompson@jbwd.com)
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## "2b. .JBWD MINUTES MEETING 05.20.26" History

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