

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS August 21, 2024, 5:30 pm

AGENDA ITEMS

1. CALL TO ORDER

President Floen called the meeting to order at: 5:33 pm.

2. DETERMINATION OF A QUORUM & ATTENDANCE

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

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

Consultant(s) Present: Public Outreach Consultant, Kathleen Radnich (attended remotely), Legal Counsel, Jeff Hoskinson, NBS Consultant, Nicole Kissam

Citizens Advisory Council Member(s) Present: David Carrillo

3. APPROVAL OF THE AGENDA

Director Doolittle made a motion to approve the agenda, seconded by Director Short, and approved by the following vote.

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

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

A. CHECK REGISTER – JUNE 2024

Vice President Doolittle made a motion to approve the consent calendar, seconded by Director Fick, and approved by the following vote.

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

Absent: Jarlsberg

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. ACTION CALENDAR

A. 23/24 BAD DEBT WRITE-OFF OF \$104,144.18

PRESENTED BY: DAVID SHOOK, DIRECTOR OF ADMINISTRATION

RECOMMENDED ACTION: RECOMMEND APPROVAL OF THE 2023/24 BAD DEBT WRITE-OFF IN THE AMOUNT OF \$104,144.18

Director of Administration, David Shook presented the 23/24 Bad Debt Write-Off of \$104,144.18. Shook explained that the bad debt was higher than average for several reasons, including COVID issues, the state's 21-month pause on shutoffs, etc.

Vice President Doolittle made a motion to approve the 23/24 Bad Debt Write-Off for \$104,144.18, seconded by Director Short and approved by the following vote.

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

B. USE OF COLLECTION AGENCY TO ENHANCE DEBT COLLECTION

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE AND DAVID SHOOK, DIRECTOR OF ADMINISTRATION

RECOMMENDED ACTION: APPROVE USE OF COLLECTION AGENCY AS WARRANTED

Director of Finance, Anne Roman and Director of Administration, David Shook presented on the potential use of a collection agency to improve debt recovery. Roman highlighted that partnering with a debt collection agency would allow us to implement new processes and strengthen our existing debt collection efforts. Staff recommended PENN Credit for its numerous benefits to both customers and the district.

Vice President Doolittle made a motion for the district to send out competitive RFP bids to other collection agencies, seconded by Director Short, and approved by the following vote.

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

C. COST ALLOCATION PLAN

PRESENTED BY: ANNE ROMAN, DIRECTOR OF FINANCE

RECOMMENDED ACTION: REVIEW, DISCUSS, AND CONSIDER CONTRACTING FOR A COST ALLOCATION PLAN

Director of Finance, Anne Roman introduced consultant Nicole Kissam from NBS who presented an overview of the cost allocation plan, highlighting its benefits, project goals, and expected outcomes.

Vice President Doolittle made a motion to consider contracting for a cost allocation plan, seconded by Director Fick, and approved by the following vote.

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

D. BULK BUY PURCHASE FOR CIRP PROJECT – BELMONT PHASE III
PRESENTED BY: JEREMIAH NAZARIO, INTERIM DIRECTOR OF OPERATIONS
RECOMMENDED ACTION: APPROVE THE BID PROPOSAL FROM CORE & MAIN FOR THE BULK PURCHASE OF INVENTORY FOR THE BELMONT PHASE III PIPELINE INSTALLATION

Interim Director of Operations presented the bulk buy purchase for CIRP project, Belmont phase III. Nazario explained that inventory is necessary to be purchased in advance to avoid delays with the anticipated start date for the Belmont phase III project. Nazario mentioned that staff recommended selecting Core and Main based on their bid proposal.

Director Short made a motion to approve the bid proposal from Core & Main for the bulk purchase of inventory for the Belmont Phase II pipeline installation, seconded by Floen and approved by the following vote.

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

A. REPORTS AND COMMENTS

President Floen

- President Floen attended the MWA meeting on August 8 and reported on a basin project regarding the relocation of a large number of Joshua trees from the ground and the associated cost based on the size of the trees.
- Floen attended the Copper Mountain Mesa Association (CMMA) board meeting and updated them on current events, specifically discussing investments. Floen noted that the CMMA board suggested that JBWD prioritize water-related matters rather than investments.

Vice President Doolittle

- Vice President Doolittle attended LAFCO training webinar where there was a discussion about consolidation.
- Doolittle attended BIA Southern Californian Water Conference with Director Fick on August 9. Doolittle shared that she learned about Yucaipa having dual-plumbed homes with recycled water,

zero-click emails, and information about Cadiz at the conference. Doolittle mentioned that she spoke with a group called Architerra, which has done native planting and water catchment, and would like them to present at a future board meeting.

Director Jarlsberg

Absent

Director Short

- Director Short attended BIA Southern California Water Conference on August 9. Short learned about an SLCB3 grant for IT assistance.
- Short attended the ACWA Region 9 event on August 13th. The topic of discussion was training and retention. Short mentioned that they are currently seeking coalition members for the SB1255 public water systems needs analysis and rate assistance program. Short would like the district to look this opportunity.

Director Fick

- Director Fick attended the BIA Southern California Water conference with Director Short on August 9.
- Fick suggested that the district offer more informal workshops on the days of the WRO committees.
- Fick attended a meeting today with Susan Kennedy, CEO of Cadiz, General Manager Johnson, and President Floen. Fick mentioned that Kennedy shared valuable information and was well-informed.

General Manager Report

Johnson reported on the following:

- Johnson introduced Jeremiah Nazario, Interim Director of Operations, who reported about the Belmont project and last year's Joshua Tree regulation. Nazario shared that he has been working with West Coast Civil to help to obtain necessary permits. Although the new Joshua Tree regulation has slowed the process, the project is still expected to be completed by the end of the fiscal year. It was also stated that the District works very hard not to disturb Joshua Trees or other desert wildlife.
- Johnson attended the IDM meeting with Mojave Water Agency (MWA) to discuss the MWA pipeline in the Morongo Basin and the urban water management plan approach. The Morongo Basin Pipeline Commission will hold a special meeting at Hi-Desert Water District on September 16 at 2:00 pm.
- Johnson reminded everyone about the upcoming Special Meeting for the Strategic Planning Workshop on Tuesday, August 27, at 9:00 am.
- Johnson has been meeting with US Water Alliance, and they will attend the September 4 board meeting via Zoom to provide an update on the work done by staff and US Water Alliance.
- On September 26, US Water Alliance will have a tour of the district. Johnson mentioned that if two of the directors would like to attend, to let her know.
- On September 28, US Water Alliance and a photographer from the New York Times will be present at the farmers market.
- Johnson met with Susan Kennedy, CEO of Cadiz, today with President Floen and Director Fick.

B. ADJOURNMENT

On motion by Director Short, seconded by Director Fick and approved by the Board, the meeting was adjourned at: 7:11 pm.

Respectfully submitted,



Sarah Johnson, General Manager & Board Secretary

3. JBWD MINUTES 2ND MEETING TEMPLATE






08.21.24

Final Audit Report

2024-09-05

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"3. JBWD MINUTES 2ND MEETING TEMPLATE 08.21.24" History

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