

President
Stacy Doolittle

VP
Tomas Short

Directors
Tom Floen
Jane Jarlsberg
David Fick

**General
Manager**
Sarah Johnson

Legal Counsel
Jeff Hoskinson



REGULAR MEETING AGENDA OF THE BOARD OF DIRECTORS **Wednesday, August 5, 2026, at 5:00 p.m.**

MEETINGS ARE HELD IN PERSON AT 61750 CHOLLITA RD., JOSHUA TREE, CA 92252

REMOTE ACCESS IS AVAILABLE FOR THE CONVENIENCE OF THE PUBLIC

CLICK TO JOIN VIRTUALLY: [ZOOM LINK](#)

CALL TO JOIN BY PHONE: (669) 444-9171

MEETING ID: 864 4800 3304

PASSCODE: 61750

MISSION, VISION, AND VALUES

Mission Statement

To provide, protect, and maintain Joshua Tree's water - our vital community resource.

Vision Statement

To achieve excellence in all District endeavors.

Values

The community of Joshua Tree has entrusted the Board of Directors and employees of Joshua Basin Water District with its most valuable natural resource, its groundwater. As stewards of the community water supply, we oversee this critical natural resource to ensure current and future water reliability. Dedicated to this purpose, we embrace these important values:

- **Integrity** – To consistently earn our customers' trust by prioritizing the needs of the community... doing the right thing for the right reason.
- **Transparency** – To openly and honestly share information about our operations with the public.
- **Respect** – To treat the residents of Joshua Tree, and all those contacted in the course of business, with high esteem and regard.
- **Fiscal Responsibility** – To manage all resources as if they were our own, whether revenues, assets, or water supply, in a conscientious and appropriate manner.
- **Accountability** – To take responsibility for our decisions and actions in managing this essential resource.

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. DETERMINATION OF A QUORUM

Consideration of Board Member requests for remote participation.

3. APPROVAL OF AGENDA

4. PUBLIC COMMENT

This is the time set aside for public comment on any District related matter, whether appearing on the agenda or not. Pursuant to the Brown Act, the Board is prohibited from taking action on items not listed on the agenda. At the discretion of the Board President comments on a particular Agendized item may be deferred until that item is heard. Please state your name and limit your comments to 3 minutes. For members of the public attending the meeting on-line, please use the "Raise Hand" reaction feature in your toolbar on Zoom to signal your desire to comment and be recognized by the Board.

5. CONSENT CALENDAR

Consent calendar items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a board member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.

Pg. 4-11

A. **DRAFT MINUTES – 07.15.26: RECOMMENDED FOR APPROVAL**

Pg. 14-27

B. **JUNE 2026 CHECK REGISTER: RECOMMENDED FOR APPROVAL**

Pg. 28-43

C. **EIDE BAILLY MSA: RECOMMENDED FOR APPROVAL**

6. ITEM(S) PULLED FROM CONSENT CALENDAR FOR DISCUSSION

7. DISCUSSION/ACTION CALENDAR

Pg. N/A

A. **CONSIDERATION OF BOARD REORGANIZATION AND ELECTION OF OFFICERS**

RECOMMENDED ACTION: THE BOARD MAY CONSIDER AND TAKE SUCH ACTION AS THE BOARD DEEMS APPROPRIATE

Pg. N/A

B. **CONSIDERATION OF RESOLUTION 26-1095 CENSURING DIRECTOR STACY DOOLITTLE**

RECOMMENDED ACTION: THE BOARD MAY CONSIDER AND TAKE SUCH ACTION AS THE BOARD DEEMS APPROPRIATE

Pg. 44-45

C. **DISCUSSION AND POSSIBLE ACTION REGARDING MEMBERSHIP AND PARTICIPATION IN THE JOSHUA TREE ASSOCIATION OF BUSINESS AND CULTURE (JTABC)**

PRESENTED BY: DIRECTOR DAVID FICK, ASSISTED BY DIRECTOR OF FINANCE ANNE ROMAN

RECOMMENDED ACTION: DISCUSS THE DISTRICT'S POTENTIAL MEMBERSHIP AND PARTICIPATION IN THE JOSHUA TREE ASSOCIATION OF BUSINESS AND CULTURE AND PROVIDE DIRECTION AS APPROPRIATE.

Pg. 46-48

D. **CUSTOMER ACCOUNT ASSISTANCE PROGRAM REVIEW**

PRESENTED BY: DIRECTOR DAVID FICK, ASSISTED BY DIRECTOR OF ADMINISTRATION DAVID SHOOK

RECOMMENDED ACTION: DISCUSS THE CUSTOMER ACCOUNT ASSISTANCE PROGRAM AND PROVIDE DIRECTION REGARDING WHETHER ANY CHANGES SHOULD BE CONSIDERED

E. CUSTOMER SUPPORT REPORT

PRESENTED BY: DIRECTOR OF ADMINISTRATION, DAVID SHOOK

RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS TO BE TAKEN.

8. DIRECTOR REPORTS/COMMENTS

This time is reserved for Director reports and comments on matters within the District's jurisdiction, for informational purposes only, on subjects not covered by the agenda; the opinions expressed by individual Directors do not necessarily reflect those of the Board as a whole or District staff, and no action shall be taken.

9. MANAGERS' REPORT - No report. Managers' Reports will return on 08.19.26.

For informational purposes only on subjects not covered by the agenda. No action is to be taken.

10. AGENDA ITEMS REQUESTED BY THE BOARD

Directors may request items be placed on future agendas. These requests will be recorded on the "Future Agenda Items" list, located on the page following the agenda, and scheduled as time permits. Items will be brought back for Board discussion as requested—no additional staff work will be initiated in advance. The Director making the request is responsible for being prepared to discuss the topic for initial consideration. The full Board will then vote to determine whether the item moves forward for staff involvement.

11. ADJOURNMENT**MEETING INFORMATION**

The public is invited to comment on any item on the agenda during the discussion of that item.

Availability of agenda materials: Materials related to any item on this Agenda submitted to the District Board of Directors or Committee Members after distribution of the agenda packet are available for public inspection at the District's office, 61750 Chollita Road, Joshua Tree, CA 92252, during normal business hours. All documents supporting this agenda are available on the District website www.jbwd.com, subject to the staff's availability to post the documents before the meeting.

Reasonable Accommodation: Any person with a disability who requires accommodation to view the agenda or to participate in the public comment portion of the Board meeting, should direct such requests to Lisa Thompson, Executive Assistant, at 760-366-8438. Please allow three business days for your request to be processed. Requests must be received at least seventy-two (72) hours before the scheduled meeting.

Disruptive Conduct: If any meeting of the District is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, a meeting may be recessed or the person or persons willfully disrupting the meeting may be ordered to leave the meeting. Disruptive individuals attending on-line may be removed from the meeting and banned for the remainder of such session. Disruptive conduct includes addressing the Board or Committee without first being recognized, not addressing the subject before the Board or Committee, repetitively addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board or Committee from conducting its meeting in an orderly manner. Your cooperation is appreciated.

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS JULY 14, 2026, 5:00 PM

1. CALL TO ORDER

President Doolittle called the meeting to order at 5:00 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 Finance Roman, Director of Administration Shook, Accounting Supervisor Rich, Executive Assistant Thompson

Consultant(s) Present: Legal Counsel, Jeff Hoskinson, Public Outreach Consultant, Kathleen Radich, Rojas Public Affairs Consultant, Jasmid Enciso

Citizens Advisory Council Member(s) Present: David Carrillo, Jeff Walter

3. APPROVAL OF THE AGENDA

Director Jarlsberg moved to approve the agenda and seconded by Director Floen and approved by the following vote:

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

4. PUBLIC COMMENT –

Wade Andrew, Joshua Tree resident, voiced concern with Hexavalent Chromium 6 and mentioned he does not drink the water.

5. CONSENT CALENDAR

- A. DRAFT MINUTES – 06.17.26
- C. APPROPRIATION LIMIT
- F. ADOPT REVISED RESOLUTIONS FOR STANDBY AND CMM

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

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

A. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

Director Jarlsberg requested items B, D, and E to be pulled from the Consent Calendar:

B. May 2026 Check Register

Director Fick made a motion to approve the May 2026 Check Register, seconded by Director Jarlsberg and approved by the following vote:

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

D. 3rd Quarter Financial Report

Vice President Short made a motion to approve the 3rd Quarter Financial Report, seconded by Director Jarlsberg and approved by the following vote:

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

E. Operations Report

Director Floen made a motion to approve the Operations Report, seconded by Director Fick and approved by the following vote:

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

B. DISCUSSION/ACTION ITEMS

A. QUARTERLY LEGISLATIVE ADVOCACY REPORT – 2ND QUARTER 2026

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON, INTRODUCING ROJAS PUBLIC AFFAIRS

RECOMMENDED ACTION: RECEIVE AND FILE THE ATTACHED QUARTERLY LEGISLATIVE ADVOCACY REPORT

General Manager Sarah Johnson introduced Jasmid Enciso of Rojas Public Affairs, who presented updates on federal and state advocacy for the 2nd Quarter. Enciso outlined key upcoming timelines, including federal funding deadlines, congressional review, and appropriations in the summer. Enciso also summarized advocacy activities from April through June and provided an overview of planned efforts for July through September.

B. EXTRA HELP AGREEMENT WITH RAY KOLISZ AS A RETIRED ANNUITANT

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: ADOPT RESOLUTION NO. 26-1091 APPROVING A RETIRED ANNUITANT – EXTRA HELP EMPLOYMENT AGREEMENT WITH RAY KOLISZ

General Manager Sarah Johnson presented the proposed Retired Annuitant Extra-Help Employment Agreement with Ray Kolisz. Johnson explained that the agreement provides temporary, part-time extra-help support for specialized regulatory, planning, capital improvement, and administrative initiatives, including Chromium-6 compliance, infrastructure planning, development standards, mentorship, and other special projects. The appointment is separate from Mr. Kolisz's previous Interim Director of Operations role, does not fill a vacant position, and is structured to comply with applicable CalPERS retired annuitant requirements.

Vice President Short made a motion to adopt Resolution 26-1091 Approving a Retired Annuitant – Extra Help Employment Agreement with Ray Kolisz, seconded by Director Fick and approved by the following vote:

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

C. MOJAVE WATER AGENCY (MWA) STRATEGIC PARTNERS PROGRAM AWARD – EMERGENCY WATER STORAGE PROTECTION

PRESENTED BY: DIRECTOR OF ADMINISTRATION, DAVID SHOOK

RECOMMENDED ACTION: APPROVE AND ACCEPT THE MWA STRATEGIC PARTNERS PROGRAM GRANT AWARD FOR EMERGENCY WATER STORAGE PROTECTION

Director of Administration David Shook presented the Mojave Water Agency (MWA) Strategic Partners Program Award – Emergency Water Storage Protection. Shook advised the Board that the District had been awarded a \$7,500 grant through the Mojave Water Agency Strategic Partners Program. The grant will help fund an emergency storage container for supplies, water, and potential emergency operations use. Staff also budgeted matching capital funds to complete the project during the current fiscal year.

Vice President Short made a motion to approve and accept the MWA Strategic Partners Program Award – Emergency Water Storage Protection and seconded by Director Floen, approved by the following vote:

1st/ 2nd	Short/Floen
Ayes:	Doolittle, Short, Floen, Jarlsberg, Fick

Noes: None
Abstain: None
Absent: None

C. **COMMITTEE REPORTS**

A. AD HOC BOARD RETREAT COMMITTEE REPORT

PRESENTED BY: DIRECTOR JARLSBERG, VICE PRESIDENT SHORT

RECOMMENDED ACTION: DISCUSSION AND POSSIBLE ACTION REGARDING A PROFESSIONALLY FACILITATED BOARD GOVERNANCE AND LEADERSHIP ALIGNMENT RETREAT

Director Jane Jarlsberg and Vice President Tomas Short, members of the Ad Hoc Board Retreat Committee, presented the committee's recommendation to proceed with a professionally facilitated Board Governance and Leadership Alignment Retreat, subject to vendor vetting and legal review. The Board discussed the purpose of the retreat, potential costs, expected outcomes, and timing. Several Directors expressed support for improving Board communication, governance, and onboarding, while others questioned the cost and whether the objectives could be achieved through other means.

The Board considered two facilitator options.

Director Jarlsberg made a motion to approve Option 2, seconded by Vice President Short. The motion failed by a 2–3 vote (Directors Jarlsberg and Vice President Short in favor; President Doolittle and Directors Floen and Director Fick opposed).

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

Director Jarlsberg made a motion to approve Option 1, seconded by Vice President Short. The motion failed by a 2–3 vote (Directors Jarlsberg and Vice President Short in favor; President Doolittle and Directors Floen and Director Fick opposed).

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

The Ad Hoc Committee will remain in place through the end of the year, and no further direction was provided to staff.

B. WATER AND GROWTH COMMITTEE REPORT

PRESENTED BY: PRESIDENT DOOLITTLE, VICE PRESIDENT SHORT

RECOMMENDED ACTION: DISCUSSION AND POSSIBLE ACTION TO APPROVE COMMITTEE CHARTER

President Stacy Doolittle and Vice President Tomas Short presented the Water & Growth Standing Committee report, summarizing the committee's inaugural meeting. They reviewed the committee's purpose, including evaluating the impacts of future growth on the District's water resources, infrastructure, and ratepayers. Discussion topics included developing policies for high-demand water users, improving coordination with county agencies, monitoring regional development activities, and ensuring growth-related costs are appropriately addressed.

The Board discussed the committee's scope, meeting frequency, and role in supporting long-term planning. Following discussion, the Board approved the Water & Growth Standing Committee Charter, as amended, by a 4–1 vote, with Director Jarlsberg opposed.

Director Fick made a motion to approve the charter language as presented, seconded by Vice President Short, and approved by the following vote:

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

D. DIRECTOR REPORTS/COMMENTS

President Doolittle

- Doolittle reported that the July 14th ACWA Working Group meeting was canceled.
- Doolittle requested to add the Cadiz discussion on an upcoming agenda item. She shared that, in the past, the District's attempt to pass a resolution on the Cadiz matter was unsuccessful and stated that the Board should discuss its position moving forward.
- Doolittle attended the Landers Homestead Community Association meeting and noted the value of participating in the meeting. During the meeting, Marina West, President of the Mojave Water Agency Board and an employee of Bighorn-Desert View Water Agency, commented that residents should consider purchasing recharge water from Cadiz if it becomes available and is offered at a lower cost than water purchased from the Mojave Water Agency.

Vice President Short

- Short reported attending the ACWA Region 8 event on June 26th, which included a presentation on artificial intelligence. Short stated that he does not support the use of generative AI, believes there is no ethical use of the technology.
- Short shared that the County election filing period has opened for candidates seeking office and announced that he filed his paperwork and will be running for reelection.

Director Floen

- Floen attended the Landers Homestead Association meeting and shared that County Supervisor Dawn Rowe discussed the construction of a new communications center in San Bernardino, which will also serve as an emergency operations center.
- Floen shared that Governor Newsom signed SB 394, which is intended to address water theft by allowing local agencies to take action against individuals who illegally obtain water from fire hydrants.

Director Jarlsberg

- Jarlsberg attended the MWA Board meeting on July 9th, where the Board discussed the annual reauthorization of groundwater level monitoring and a proposed amendment to professional engineering services.
- Jarlsberg attended the Landers Homestead Association meeting on Monday, where County Supervisor Dawn Rowe was in attendance. Discussions included SB 707 related to water issues. Jarlsberg also shared that the County will no longer provide livestream video of Supervisor meetings; meetings will instead be available by telephone. Representatives from the Mojave Water Agency, including Marina West, and the new General Manager of Bighorn, Jennifer Cusack, also attended the meeting.

Director Fick

- Fick mentioned that he previously attended a meeting with Susan Kennedy, Executive Director and President of Cadiz, along with former President Floen and General Manager Johnson. During the meeting, Kennedy discussed offering water at cost.

E. MANAGER'S REPORT

Johnson prepared and distributed a written manager's report which is included as an attachment to the minutes.

F. AGENDA ITEMS REQUESTED BY THE BOARD

- Doolittle – Cadiz discussion
- Short – None
- Floen – None
- Jarlsberg – None
- Fick – None

G. ADJOURNMENT

On motion by Director Vice President Short, seconded by Director Floen, and approved by the Board, the meeting was adjourned at 7:19 p.m.

Respectfully submitted,

Sarah Johnson, General Manager & Board Secretary

PURPOSE:

The Managers Report provides the Board of Directors with a summary of **noteworthy** activities, meetings attended, and updates from the General Manager, Operations, Administration, Finance and other District functions. The report is not intended to be all-inclusive and does not replace separate staff reports or agenda items for matters requiring Board discussion or action. The Managers Report will be provided at least monthly and may be presented more frequently as needed.

GENERAL MANAGER

CSDA General Manager Leadership Summit Update

GM Johnson attended the June 2026 CSDA General Manager Leadership Summit, which was excellent as usual and provided strong, practical content for public agency leadership. Sessions included artificial intelligence, resolving conflict, public contracting, and other timely issues facing special districts. The main keynote speaker was John O'Leary, a nationally recognized speaker and author whose message focuses on resilience, perspective, and purposeful leadership. His presentation was impactful and served as a strong reminder of the importance of leading with intention, especially during challenging times

Monthly All Staff Meetings (aka Lowdown Meeting)

The District continues to hold Monthly Lowdown meetings as an internal communication tool to keep employees informed, connected, and engaged. These meetings provide an opportunity to share District updates, discuss current priorities, highlight upcoming projects, and recognize work being done across departments. As part of the newer format rolled out about six months ago, one employee is randomly selected each month to present at the next meeting. This has created a fun and meaningful opportunity for staff to share their work, bring forward creative ideas, and showcase talents that may not always be visible in day-to-day operations. In June, the District's new Maintenance Worker gave a memorable presentation by singing "Mack the Knife," rewritten to explain how a water leak is repaired. The presentation received strong applause from staff and was a great example of the creativity, humor, and talent within the District team. This format has been valuable for the District because it strengthens communication, builds connection across departments, encourages employee engagement, and helps staff better understand and appreciate the work happening throughout the organization.

OPERATIONS

CHROME-6 PILOT STUDY UPDATE:

The Chrome-6 pilot study began on June 25, 2026, with Wells 14 and 16. Additional wells will be added as the study progresses, and the full pilot study is expected to conclude by the end of the calendar year. The District will also conduct PFAS sampling during this study. Although PFAS sampling is not required as part of the Chrome-6 pilot study, and the District does not currently have identified PFAS concerns, this additional sampling is being conducted out of an abundance of caution. Completing the sampling at the same time allows the District to gather supplemental water quality data efficiently and support future planning or regulatory response if needed.

WATER RECHARGE UPDATE On July 1, 2026, the District began taking recharge water through Mojave Water Agency under its CY 2026 Ordinance No. 9 application. The District's approved annual allotment is 1,300 acre-feet, designated for groundwater recharge, with deliveries scheduled from July through December. Staff anticipates it will take through the end of the calendar year to complete the full allotment.

E2-1 RESERVOIR UPDATE: The District met with Ardurra to review the current status of the E2-1 Rehabilitation Project and discuss next steps. Staff is evaluating the use of Ardurra for construction management support to help keep the project on schedule, ensure key deadlines are met, and maintain clear, consistent communication with the contractor throughout the project. A new proposal for these services may be forthcoming after additional evaluation.

ADMIN

RISK & RESILIENCE ASSESSMENT UPDATE: Staff worked with Jacobs and completed the Risk and Resilience Assessment (RRA) and have complied with the completion verification with the EPA prior to the due date of June 30. Staff had a kickoff meeting with Jacobs to plan out the renewal of the Emergency response Plan (ERP) and have a comprehensive plan that will be a useable document and meet compliance requirements by December 29, 2026.

FINANCE

TYLER EXCELLENCE AWARD The District's Director of Finance applied for, and the District was awarded an honorable mention in the 2026 Tyler Excellence Awards in the Operational Efficiency category. Tyler Technologies is the company behind the District's financial and billing software, Incode/ERP Pro 10. The Operational Efficiency category recognizes organizations that have increased operational efficiencies through technology projects using Tyler solutions, specifically those reducing barriers for performing autonomous, essential tasks and delivering better public service. Here is a brief description of the achievement:

Looking to enhance budget accountability in a complex responsibility structure, Joshua Basin Water District used ERP Pro's customizable financial configurations to align accounts with responsible staff, improve oversight, and drive efficiency. Since leveraging this functionality, the district has:

- Reduced manual reporting to improve budget management accuracy.
- Preserved general ledger structure to maintain audit integrity and compliance.
- Improved reporting precision to increase data clarity.

Director of Finance, Anne Roman, was onsite at the 2026 Tyler Connect conference to receive the award and provide an interview. It is an honor for the District to be recognized for this innovative use of the software to bolster accountability and transparency in the budgeting process for our disadvantaged community.

OTHER

No Report

FUTURE AGENDA ITEMS REQUESTED BY THE BOARD

Staff will notify the requesting Board member of the meeting at which the agenda item will be scheduled, with a minimum of two weeks' notice. Any supporting materials must be submitted to the General Manager by close of business on the Wednesday preceding the Board meeting. Board members requesting an agenda item are expected to be prepared to discuss the item, including its anticipated benefits, alignment with the Strategic Plan, and any associated costs. Leads will be assigned by the GM after the agenda item is presented to the board for direction.

#	Item Requested	By	Date Requested	Lead	Notes
1	PFAS Concerns Discussion	Jarlsberg	01.21.26	TBD	No PFAS detected in water sampling
2	Sewer Project Updates	Fick	01.21.26	Johnson	Completed 04.01.26 (more info to come)
3	Chromium 6 Updates & Workshop	Doolittle	01.21.26	Johnson	Completed 03.19.26
4	Customer Deposits	Short	02.04.26	Roman	Scheduled with Bad Debt in August
5	Update Employee Handbook with incentives	Short	02.04.26	Johnson	FY 26/27
6	CAAP Re-evaluation	Fick	02.04.26	Shook	Scheduled 08.05.26
7	Board Retreat Workshop/Social Media	Jarlsberg/Doolittle	02.18.26	Johnson	Tentative - Late Summer/Early Fall
8	District to join JTABC	Fick	03.19.26	Johnson	Scheduled 08.05.26
9	Waste Water Strategy	Doolittle	03.19.26	TBD	
10	Landscaping Policy Discussion	Doolittle	03.19.26	TBD	
11	Nitrates Presentation	Doolittle/Fick	05.11.26	TBD	
12	CEQA Review on Budget	Doolittle	05.11.26	TBD	Added to FY 26/27 Budget
13	Cadiz Discussion	Doolittle	07.15.26	Johnson	

FUTURE DIRECTOR MEETINGS - CALENDAR REMINDER

Informed, well-connected, and educated Directors are able to provide the best decision-making on behalf of JBWD ratepayers. Training and educational conferences provide an invaluable opportunity for Directors to become and stay educated about issues of significance to JBWD. Networking with various representatives, whether local, state, or federal officials, provides an opportunity for JBWD to have a seat at the table, and affords perspective, insight, and occasion for JBWD to collaborate on similar issues, learn about grant opportunities or gain an understanding of upcoming legislation. Director attendance at various meetings is critical for ensuring that JBWD's concerns, needs, or interests are appropriately shared and represented at many levels of government. Directors serve as the official face of JBWD and their attendance at JBWD-sponsored events such as Water Education Day, JBWD tours, retirements, or celebrations, signifies the importance and value of such events. JBWD belongs to various industry associations and Director attendance at their meetings demonstrates our interest and willingness to be part of the solution.

MEETING	DATE	TIME	ATTENDEES
MWA - Board Meeting	08.06.26	9:00 AM	Fick
ACWA - Working Group Meeting	08.11.26	11:00 AM	Doolittle
JBWD - Water & Growth Committee	08.12.26	9:00 AM	Doolittle
JBWD - Manager Meetups	08.12.26	11:00 AM	Doolittle/Jarlsberg
MWA - TAC Meeting	08.13.26	10:00 AM	Doolittle
BIA - Southern California Water Conference	08.14.26	8:00 AM	Fick/Jarlsberg
ASBCSD - Membership Meeting & Dinner	08.17.26	5:30 PM	Jarlsberg/Doolittle
JBWD - Manager Meetups	08.18.26	11:00 AM	Fick/Short
JBWD - Board Meeting	08.19.26	5:00 PM	All

AGENDA ITEM NO:	5B
MEETING DATE:	08.05.26

Staff Report

PRESENTED BY:	Anne Roman, Director of Finance
TOPIC:	JUNE 2026 CHECK REGISTER
RECOMMENDATION:	Approve check register.

SUMMARY: The June 2026 check register is presented for review and approval. This register contains check information for checks that have previously been reviewed and signed by various Directors.

The regular check register totals \$353,964.80, payroll processing register \$1,726.23, utility refunds of \$1,711.23 and Director stipends of \$5,000.

ANALYSIS: The check register includes the following notable items:

- ACWA JPIA: New earthquake insurance annual premium
- Core and Main LP: Center Street main replacement supplies
- Joshua Tree Nat'l Park Assoc: Share of plant sale revenue
- Mojave Desert AQMD: "Air toxics hot spots" fee is a fee that funds regulatory work under AB2588. Not a penalty.
- Safety Kleen Systems, Inc. – Oil waste disposal
- Sillers Institute – Class A driver training for one employee
- Meter connection/relocation/upgrade refunds and Plan check refunds
- The Payroll processing cost register includes \$1,304.54 payroll and FSA processing costs. The balance is employee-funded FSA reimbursements.

The Board may inquire about these or any additional transactions, as desired.

The regular check register totals \$353,964.80, payroll processing register \$1,726.23, utility refunds of \$1,711.23 and Director stipends of \$5,000.

**RECOMMENDED
ACTION:** Approve check register.

FISCAL IMPACT: N/A



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 06/01/2026 - 06/30/2026

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP-AP Cash							
000501 0709427	ACWA JPIA Invoice	06/03/2026	06/03/2026 EE HEALTH BENEFIT & EAP - 07/2026	Regular	0.00 0.00	36,973.99 36,973.99	68304
000501 0000001295	ACWA JPIA Invoice	06/17/2026	06/17/2026 EARTHQUAKE & FLOOD INSURANCE 04/15/26 - 04/15/27	Regular	0.00 0.00	45,888.88 45,888.88	68337
013998 1JJ1-FHW3-QJPH	AMAZON CAPITAL SERVICES INC Invoice	06/03/2026	06/03/2026 SHOP EXPENSE & SAFETY SUPPLIES	Regular	0.00 0.00	497.00 497.00	68305
013998 16V3-KIJ7-N3GG 1CD1-W9HW-K1...	AMAZON CAPITAL SERVICES INC Invoice Invoice	06/17/2026 06/17/2026	06/17/2026 SHOP EXP/GENERATOR MAINT/VACUUM MAINT:E82 OFFICE SUPPLIES/ADMIN OFFICE EQUIP/SHOP EXPENSE	Regular	0.00 0.00 0.00	1,465.87 258.26 1,207.61	68338
013019 92238	ARBORIST SERVICES Invoice	06/23/2026	06/23/2026 DEMO GARDEN/BUILD MAINT 05/16/26 - 06/15/26	Regular	0.00 0.00	950.00 950.00	68375
014104 187130 187133	ARDURRA GROUP INC Invoice Invoice	06/17/2026 06/17/2026	06/17/2026 ENGINEERING SVS: E2-1 TANK 05/01/26 - 05/31/26 C2-B RECOATING ENGINEERING	Regular	0.00 0.00 0.00	12,876.76 10,898.76 1,978.00	68339
000950 511	ASSOCIATION OF THE SB CO SPEC DISTRICTS Invoice	06/17/2026	06/17/2026 MONTHLY DINNER 05/18/26: FICK & JARLSBERG	Regular	0.00 0.00	80.00 80.00	68340
013863 789512 789520	ATKINSON ANDELSON LOYA RUUD AND ROMO Invoice Invoice	06/03/2026 06/03/2026 06/03/2026	06/03/2026 LABOR LEGAL SERVICES - 04/2026 LEGAL SERVICES - 04/2026	Regular	0.00 0.00 0.00	13,059.89 1,182.30 11,877.59	68306
001630 829480028X060...	ATT MOBILITY Invoice	06/17/2026	06/17/2026 COMMUNICATIONS - 05/2026	Manual	0.00 0.00	2,301.93 2,301.93	902974
000214 CE61479-2287 CE61538-2287	BABCOCK LABORATORIES INC Invoice Invoice	06/03/2026 06/03/2026 06/03/2026	06/03/2026 SAMPLING SAMPLING	Regular	0.00 0.00 0.00	432.00 306.00 126.00	68307
000214 CF60272-2287 CF60273-2287 CF60331-2287 CF60594-2287 CF60798-2287	BABCOCK LABORATORIES INC Invoice Invoice Invoice Invoice Invoice	06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026	06/17/2026 SAMPLING SAMPLING SAMPLING SAMPLING SAMPLING	Regular	0.00 0.00 0.00 0.00 0.00 0.00	591.00 21.00 147.00 21.00 126.00 276.00	68341
000214 CF61112-2287	BABCOCK LABORATORIES INC Invoice	06/23/2026	06/23/2026 SAMPLING	Regular	0.00 0.00	126.00 126.00	68371
014197 213593	BECK OIL INC Invoice	06/03/2026	06/03/2026 FUEL FOR VEHICLES	Regular	0.00 0.00	5,124.72 5,124.72	68308
004110 N1310019641	BURRTEC WASTE AND RECYCLING SVCS Invoice	06/03/2026	06/03/2026 TRASH & RECYCLING (OFFICE) - 06/2026	Manual	0.00 0.00	189.90 189.90	902965
001517 PPE 5-29-26	CalPERS Invoice	06/05/2026	06/05/2026 PAY PERIOD ENDING 5/29/26	Manual	0.00 0.00	14,269.22 14,269.22	902971
001517 PPE 6-12-26	CalPERS Invoice	06/18/2026	06/18/2026 PAY PERIOD ENDING 6/12/26	Manual	0.00 0.00	14,267.77 14,267.77	902977

Check Report

Date Range: 06/01/2026 - 06/30/2026

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
001555 260602252101	CENTRATTEL LLC Invoice	06/03/2026	06/03/2026 DISPATCH SERVICES - 05/2026	Regular	0.00 0.00	1,078.09 1,078.09	68309
000510 116905701060126	CHARTER COMMUNICATIONS Invoice	06/17/2026	06/17/2026 INTERNET SERVICES - 06/2026	Regular	0.00 0.00	570.00 570.00	68342
014052 CJBC053126	CJ BROWN AND COMPANY CPAS - AN ACCOUNT Invoice	06/17/2026	06/17/2026 FINANCIAL AUDIT 25/26 - 05/2026	Regular	0.00 0.00	360.00 360.00	68343
001850 2600910-JOS02	CLINICAL LABORATORY OF SAN BERNARDINO IN Invoice	06/03/2026	06/03/2026 HDMC WWTP SAMPLING- APR 26	Regular	0.00 0.00	645.00 645.00	68310
001850 2601006-JOS02	CLINICAL LABORATORY OF SAN BERNARDINO IN Invoice	06/17/2026	06/17/2026 HDMC WWTP SAMPLING- MAY 26	Regular	0.00 0.00	350.00 350.00	68344
000237 39905610508703	COLONIAL LIFE AND ACCIDENT INSURANCE CO I Invoice	06/03/2026	06/03/2026 EE LIFE INSURANCE - 05/2026	Manual	0.00 0.00	838.76 838.76	902966
013373 Z025311 Z031230 Z032543	CORE AND MAIN LP Invoice Invoice Invoice	06/03/2026 06/03/2026 06/03/2026	06/03/2026 CENTER ST MAINLINE REPLACEMENT INVENTORY CENTER ST MAINLINE REPLACEMENT	Regular	0.00 0.00 0.00	11,974.69 8,132.97 1,885.09 1,956.63	68311
013373 Z084591	CORE AND MAIN LP Invoice	06/17/2026	06/17/2026 INVENTORY	Regular	0.00 0.00	15,021.43 15,021.43	68346
014207 DF062326	DANIEL FLORES Invoice	06/23/2026	06/23/2026 PLAN CHECK REFUND	Regular	0.00 0.00	1,433.30 1,433.30	68372
014205 DB061526	DIANE BLINSMON Invoice	06/17/2026	06/17/2026 METER RELOCATION REFUND	Regular	0.00 0.00	86.07 86.07	68347
014064 INV00376520	DIGIUM CLOUD SERVICE Invoice	06/17/2026	06/17/2026 OFFICE TELEPHONE – 06/2026	Regular	0.00 0.00	759.62 759.62	68361
002565 202605164	DUDEK Invoice	06/03/2026	06/03/2026 ENG SERV: HDMC WWTP 04/25/26 - 05/22/26	Regular	0.00 0.00	5,360.00 5,360.00	68312
013991 EI02084998	EIDE BAILLY LLP Invoice	06/23/2026	06/23/2026 ACCOUNTING/AUDIT SERVICES - 05/2026	Regular	0.00 0.00	3,251.00 3,251.00	68373
014204 FD061526	FLAT DEVELOPMENT INC Invoice	06/17/2026	06/17/2026 METER UPGRADE INSTALL REFUND	Regular	0.00 0.00	56.46 56.46	68348
000156 2600093 2600095 2600096 2600101 2600102	FORSHOCK Invoice Invoice Invoice Invoice Invoice	06/03/2026 06/03/2026 06/03/2026 06/03/2026 06/03/2026	06/03/2026 PUMPING PLANT SUPPLIES SCADA SECURITY UPGRADES @ WELL 17 SCADA SECURITY UPGRADES @ D12 MONTHLY SCADA MONITORING - 06/2026 MONTHLY SCADA MONITORING - 06/2026	Regular	0.00 0.00 0.00 0.00 0.00	5,965.73 633.00 2,693.25 2,335.48 38.00 266.00	68318
013222 FC0626	FRONTIER COMMUNICATIONS INC Invoice	06/03/2026	06/03/2026 HDMC WWTP - TELEPHONE - 06/2026	Regular	0.00 0.00	195.32 195.32	68313
000058 10848857	GARDA CL WEST INC Invoice	06/17/2026	06/17/2026 ARMORED COURIER – 06/2026	Regular	0.00 0.00	869.02 869.02	68349
003950 3234097	GRANITE CONSTRUCTION COMPANY Invoice	06/17/2026	06/17/2026 MAINLINE/LEAK REPAIR SUPPLIES	Regular	0.00 0.00	3,017.00 3,017.00	68350
004195 HD0526	HOME DEPOT CREDIT SERVICES Invoice	06/17/2026	06/17/2026 SHOP EXP/MAINLINE REPAIR SUPPLIES/SCADA SECURITY	Manual	0.00 0.00	1,125.35 1,125.35	902976
013797 310967	INFOSEND INC Invoice	06/17/2026	06/17/2026 PRINT & MAIL WATER BILL - 05/2026	Regular	0.00 0.00	4,152.34 4,152.34	68352

Check Report

Date Range: 06/01/2026 - 06/30/2026

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
013369 11322	ISHRED INCORPORATED Invoice	06/03/2026	06/03/2026 ARCHIVE RECORD SHREDDING - 05/20/2026	Regular	0.00 0.00	70.00 70.00	68314
013369 11645	ISHRED INCORPORATED Invoice	06/23/2026	06/23/2026 ARCHIVE RECORD SHREDDING - 06/18/2026	Regular	0.00 0.00	70.00 70.00	68374
013987 JR061125	JESUS RUIZ Invoice	06/17/2026	06/17/2026 REIMBURSEMENT: CDL PERMIT FEE	Regular	0.00 0.00	100.00 100.00	68353
014111 JTNP060426	JOSHUA TREE NATIONAL PARK ASSOCIATION Invoice	06/17/2026	06/17/2026 PLANT SALES REVENUE	Regular	0.00 0.00	1,778.43 1,778.43	68354
009054 26-0531-1	KATHLEEN J RADNICH Invoice	06/03/2026	06/03/2026 PUBLIC RELATIONS SERVICES - 05/2026	Regular	0.00 0.00	4,500.00 4,500.00	68316
013227 3215797	LAYNE CHRISTENSEN COMPANY Invoice	06/03/2026	06/03/2026 WELL 15 REPAIR/REHAB	Regular	0.00 0.00	3,937.18 3,937.18	68317
006504 38539	MC CALL'S METERS SALES & SERVICE Invoice	06/17/2026	06/17/2026 WELL 17 FLOWMETER	Regular	0.00 0.00	8,257.55 8,257.55	68356
006507 67083201	McMASTER CARR SUPPLY COMPANY Invoice	06/23/2026	06/23/2026 CHROMIUM VI PILOT STUDY SUPPLIES	Regular	0.00 0.00	709.53 709.53	68376
014042 MSR060526	MISSION SQUARE RETIREMENT Invoice	06/05/2026	06/05/2026 EE & ER 457 REMITTANCE - 06/05/26	Manual	0.00 0.00	5,126.00 5,126.00	902970
014042 MSR061826	MISSION SQUARE RETIREMENT Invoice	06/18/2026	06/18/2026 EE & ER 457 REMITTANCE - 06/18/26	Manual	0.00 0.00	5,126.00 5,126.00	902978
006810 45080	MOJAVE DESERT AQMD Invoice	06/03/2026	06/03/2026 AIR TOXICS "HOT SPOTS" FEE	Regular	0.00 0.00	134.00 134.00	68319
013990 202606	MOMS DESERT VALLEY CLEANING Invoice	06/17/2026	06/17/2026 JANITORIAL SERVICES - 06/2026	Regular	0.00 0.00	1,500.00 1,500.00	68355
000233 537811 539289 539530 540104 540561 540789	NAPA AUTO PARTS Credit Memo Invoice Invoice Invoice Invoice Invoice	06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026 06/17/2026	06/17/2026 CREDIT: BATTERY RETURNED & CORE DEPOSIT: V49 TRACTOR MAINTENANCE: E4544 TRACTOR MAINT: E71 & DUMP/PIPE HAULER MAINT SHOP EXPENSE/INTERSTATE DUMP/PIPE HAULER MAINT VEHICLE MAINT & TRAILER MAINT: ET3 TRACTOR MAINTENANCE: E71	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00	360.99 -221.03 92.42 107.59 103.11 204.99 73.91	68370
003930 202606-2061	NBS Invoice	06/17/2026	06/17/2026 CMM DELINQUENT LETTERS	Regular	0.00 0.00	786.94 786.94	68357
000070 1392651	ONLINE INFORMATION SERVICES INC Invoice	06/03/2026	06/03/2026 ID VERIFICATION SERVICES - 05/2026	Regular	0.00 0.00	269.90 269.90	68320
014150 42134095	PEAC SOLUTIONS Invoice	06/17/2026	06/17/2026 COPIER LEASE 5/25/26 - 6/24/26	Manual	0.00 0.00	574.71 574.71	902975
008200 3107927567	PITNEY BOWES INC Invoice	06/17/2026	06/17/2026 LEASING CHARGES 4/30/26 - 7/29/26	Manual	0.00 0.00	246.33 246.33	902972
008415 23962544 23962546	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	06/03/2026 06/03/2026 06/03/2026	06/03/2026 SHOP EXPENSE OFFICE SUPPLIES	Regular	0.00 0.00 0.00	168.83 99.62 69.21	68321
008415 23968291 23968297	PRUDENTIAL OVERALL SUPPLY Invoice Invoice	06/17/2026 06/17/2026 06/17/2026	06/17/2026 SHOP EXPENSE OFFICE SUPPLIES	Regular	0.00 0.00 0.00	370.40 165.10 205.30	68358

Check Report

Date Range: 06/01/2026 - 06/30/2026

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
008201 PB061226	PURCHASE POWER Invoice	06/17/2026	06/17/2026 POSTAGE REFILL FOR METER	Manual	0.00 0.00	350.00 350.00	902973
014176 25035-06	RIDGELINE MUNICIPAL STRATEGIES LLC Invoice	06/03/2026	06/03/2026 CHROM: MUNI ADVISORY SERVICES - 03/2026	Regular	0.00 0.00	2,177.45 2,177.45	68322
014182 202762	ROJAS PUBLIC AFFAIRS Invoice	06/03/2026	06/03/2026 LEGISLATIVE ADVOCACY - 06/2026	Regular	0.00 0.00	5,000.00 5,000.00	68315
VEN01077 100113322	SAFETY KLEEN SYSTEMS INC Invoice	06/17/2026	06/17/2026 HAZARDOUS WASTE DISPOSAL	Regular	0.00 0.00	2,764.67 2,764.67	68360
014149 INV-3000498046	SATMODO Invoice	06/17/2026	06/17/2026 EMERGENCY SATELLITE PHONES - 06/2026	Regular	0.00 0.00	164.26 164.26	68345
013011 JBWD-123	SERGIO D FIERRO Invoice	06/23/2026	06/23/2026 CIMIS STATION MAINT: 04/2026 - 06/2026	Regular	0.00 0.00	1,095.00 1,095.00	68377
014165 SI021226	SILLERS INSTITUTE Invoice	06/03/2026	06/03/2026 EMPLOYEE TRAINING	Regular	0.00 0.00	5,000.00 5,000.00	68323
009898 GAS0626	SOCALGAS Invoice	06/24/2026	06/24/2026 HEAT FOR SHOP 05/18/26 - 06/17/26	Manual	0.00 0.00	2.03 2.03	902979
009880 SCE0526	SOUTHERN CALIFORNIA EDISON CO Invoice	06/03/2026	06/03/2026 POWER TO BUILDINGS & GENERATORS - 05/2026	Manual	0.00 0.00	1,650.66 1,650.66	902963
009878 SCE0526	SOUTHERN CALIFORNIA EDISON Invoice	06/03/2026	06/03/2026 POWER FOR PUMPING - 05/2026	Manual	0.00 0.00	45,777.58 45,777.58	902964
VEN01020 26-5080 26-5093 26-6014SC	SOUTHWEST NETWORKS INC Invoice Invoice Invoice	06/03/2026 06/03/2026 06/03/2026	06/03/2026 IT SERVICES - METER READING TABLETS SETUP SUPPLEMENTAL IT (AMC) - 05/2026 IT SERVICES - 07/2026 - 09/2026	Regular	0.00 0.00 0.00	21,824.50 157.50 100.00 21,567.00	68324
014103 SD061626	STACY DOOLITTLE Invoice	06/17/2026	06/17/2026 MILEAGE REIMBURSEMENT	Regular	0.00 0.00	139.92 139.92	68362
013981 PJIN00016062	SULZER ELECTRIC MECHANICAL SERVICES US IN Invoice	06/17/2026	06/17/2026 PUMPING PLANT MAINTENANCE: E1 BOOSTER	Regular	0.00 0.00	1,000.00 1,000.00	68363
009980 SWRCB-052026	SWRCB FEES Invoice	06/03/2026	06/03/2026 FILLING FEE FOR D3	Regular	0.00 0.00	90.00 90.00	68325
009980 SWRCB-061526	SWRCB FEES Invoice	06/17/2026	06/17/2026 T1 CERTIFICATION FEE	Regular	0.00 0.00	70.00 70.00	68364
009980 SWRCB-060826	SWRCB FEES Invoice	06/17/2026	06/17/2026 D1 CERTIFICATION FEE	Regular	0.00 0.00	70.00 70.00	68365
009980 SWRCB-060926	SWRCB FEES Invoice	06/17/2026	06/17/2026 D2 CERTIFICATION FEE	Regular	0.00 0.00	80.00 80.00	68366
014203 TL061026	TAMARA LOPEZ Invoice	06/17/2026	06/17/2026 METER INSTALL REFUND	Regular	0.00 0.00	909.80 909.80	68367
010850 520260366	UNDERGROUND SERVICE ALERT Invoice	06/17/2026	06/17/2026 TICKET DELIVERY SERVICE - 05/2026	Regular	0.00 0.00	132.55 132.55	68368
CC-DAVID US0526	US BANK CORPORATE Invoice	06/03/2026	06/03/2026 BLDG MAINT/SOFTWARE/DISTRICT TOURS	Manual	0.00 0.00	1,342.33 1,342.33	902969
CC-KENNY US0526	US BANK CORPORATE Invoice	06/03/2026	06/03/2026 VACUUM MAINT:E83/VEHICLE MAINT:V47/TANK MAINT	Manual	0.00 0.00	904.65 904.65	902968

Check Report

Date Range: 06/01/2026 - 06/30/2026

Vendor Number Payable #	Vendor DBA Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount	Number
CC-SARAH US0526	US BANK CORPORATE Invoice	06/03/2026	06/03/2026 EMPLOYEE & DIRECTOR TRAINING/OFFICE SUPPLIES	Manual	0.00	2,315.46	902967
010900 INV01063546 INV01069322	USABUEBOOK Invoice Invoice	06/17/2026 06/17/2026	06/17/2026 SHOP EXPENSE SHOP EXPENSE	Regular	0.00 0.00 0.00	603.40 153.63 449.77	68351
014056 24AR3537775	VISUAL EDGE IT Invoice	06/03/2026	06/03/2026 COPIER SUPPLIES 2/25/26 - 5/24/26	Regular	0.00 0.00	220.57 220.57	68326
000327 11348	WATER QUALITY SPECIALISTS Invoice	06/03/2026	06/03/2026 HDMC WWTP: OPERATION & MAINT - 05/2026	Regular	0.00 0.00	5,535.00 5,535.00	68327
013809 2605-102 2605-402	WEST COAST CIVIL INC Invoice Invoice	06/17/2026 06/17/2026	06/17/2026 ENGINEERING SERVICES: MULTIPLE PROJECTS BELMONT PIPELINE PH1 BID & CONSTRUCT SUPPORT	Regular	0.00 0.00 0.00	14,365.00 5,040.00 9,325.00	68369
011615 97577101	WESTERN EXTERMINATOR Invoice	06/17/2026	06/17/2026 PEST CONTROL SERVICES - SHOP & OFFICE	Regular	0.00 0.00	89.07 89.07	68359

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	90	65	0.00	257,556.12
Manual Checks	17	17	0.00	96,408.68
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	107	82	0.00	353,964.80

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	90	65	0.00	257,556.12
Manual Checks	17	17	0.00	96,408.68
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	107	82	0.00	353,964.80

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	6/2026	353,964.80
			353,964.80



Joshua Basin Water District

Check Report

By Vendor DBA Name

Date Range: 06/01/2026 - 06/30/2026

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: PR-Payroll Account						
000248	PAYCHEX	06/26/2026	Manual	0.00	12.35	950341
1516210087	Invoice	05/26/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	8.77	
770215715	Invoice	05/26/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	3.58	
000248	PAYCHEX	06/26/2026	Regular	0.00	-12.35	950341
000248	PAYCHEX	06/28/2026	Manual	0.00	22.04	950342
1517218021	Invoice	05/28/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	22.04	
000248	PAYCHEX	06/28/2026	Regular	0.00	-22.04	950342
000248	PAYCHEX	06/02/2026	Manual	0.00	5.00	950344
772238723	Invoice	06/03/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	5.00	
000248	PAYCHEX	06/04/2026	Manual	0.00	149.00	950345
508205467	Invoice	06/04/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	149.00	
000248	PAYCHEX	06/05/2026	Manual	0.00	625.83	950346
2026060301	Invoice	06/05/2026	PAYROLL PROCESSING FEE - 06/05/26	0.00	625.83	
000248	PAYCHEX	06/09/2026	Manual	0.00	5.00	950347
508604000	Invoice	06/17/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	5.00	
000248	PAYCHEX	06/12/2026	Manual	0.00	75.00	950348
32911941	Invoice	06/12/2026	FSA PROCESSING FEE – 06/2026	0.00	75.00	
000248	PAYCHEX	06/15/2026	Manual	0.00	65.00	950351
774294259	Invoice	06/15/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	65.00	
000248	PAYCHEX	06/16/2026	Manual	0.00	24.86	950352
513065143	Invoice	06/16/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	20.17	
774685374	Invoice	06/16/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	4.69	
000248	PAYCHEX	06/17/2026	Manual	0.00	47.83	950353
513785689	Invoice	06/17/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	47.83	
000248	PAYCHEX	06/18/2026	Manual	0.00	603.71	950354
2026061601	Invoice	06/18/2026	PAYROLL PROCESSING FEE - 06/18/26	0.00	603.71	
000248	PAYCHEX	06/24/2026	Manual	0.00	125.00	950355
1522609293	Invoice	06/24/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	10.00	
1523213258	Invoice	06/24/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	85.00	
1523216814	Invoice	06/24/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	10.00	
1523222552	Invoice	06/24/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	15.00	

Check Report

Date Range: 06/01/2026 - 06/30/2026

Vendor Number	Vendor DBA Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
775165634	Invoice	06/24/2026	EMPLOYEE FUNDED MEDICAL FSA USE	0.00	5.00	

Bank Code PR Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	18	12	0.00	1,760.62
Voided Checks	0	2	0.00	-34.39
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	18	14	0.00	1,726.23

This register includes external payroll processing costs and flexible spending account (FSA) reimbursements. FSA reimbursements are made to employees from pre-tax, payroll-withheld funds when qualifying medical claims are made to the FSA administrator.

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	18	12	0.00	1,760.62
Voided Checks	0	2	0.00	-34.39
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	18	14	0.00	1,726.23

Fund Summary

Fund	Name	Period	Amount
01	GENERAL FUND	6/2026	1,726.23
			1,726.23

**JOSHUA BASIN WATER DISTRICT
UTILITY REFUND REGISTER**

<u>Account Number</u>	<u>Name</u>	<u>Date</u>	<u>Type</u>	<u>Amount</u>	
10-00344-008	GUSTAFSON, ANSEL E	6/3/2026	Refund	80.53	Check #: 68303
03-00488-001	DOG HAUS PROPERTIES INC	6/17/2026	Refund	31.95	Check #: 68328
05-00016-022	TYSON, ANNA LISA	6/17/2026	Refund	329.82	Check #: 68329
09-00047-012	SHIAO, LINDON	6/17/2026	Refund	9.87	Check #: 68330
10-00451-003	RAUSCHENBERG, NEIL C	6/17/2026	Refund	221.25	Check #: 68331
13-00342-003	ALLCOTT, LANCE D	6/17/2026	Refund	50.20	Check #: 68332
51-00010-002	LLEWELLYN, DEBBIE K	6/17/2026	Refund	174.50	Check #: 68333
63-00071-004	BARNETT, CHRISTOPHER	6/17/2026	Refund	171.90	Check #: 68334
65-00228-003	LOPEZ, OSVIELL	6/17/2026	Refund	454.05	Check #: 68335
11-00331-018	CLARKSON, ERICA	6/17/2026	Refund	187.16	Check #: 68336
				<u><u>1,711.23</u></u>	

This register includes refunds of customer account balances
after initial guarantee deposits, increased deposits (for non-payment shut-off),
and overpayments have been applied upon account closing.

Most large balances over \$700 represent construction meter deposits.

JOSHUA BASIN WATER
DISTRICT
PO BOX 675
Joshua Tree, CA 922520675

Pay Adjustments Report
05/16/2026 - 06/12/2026

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
513	Doolittle, Stacy	05/18/2026	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		05/19/2026	OTHER MEETING- PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
		05/20/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		05/27/2026	OTHER MEETING - PAID Note: GM MEETING 100/504//10050	1.0000	\$200.00	
		06/02/2026	OTHER MEETING - PAID Note: ACWA Protect Water Affordability Working Group Meeing 100/504//10050	1.0000	\$200.00	
		06/03/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/11/2026	OTHER MEETING- PAID Note: GM MEETING 100/504//10050	1.0000	\$200.00	
					Totals:	\$1,400.00
			Employee Total:	\$1,400.00		

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	
516	Fick, David	05/18/2026	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00		
		05/20/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00		
		05/28/2026	MWA MEETING - PAID 100/504//10050	1.0000	\$200.00		
		06/03/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00		
					Totals:	\$800.00	\$0.00
Employee Total:					\$800.00		

Pay Adjustments Report

05/16/2026 - 06/12/2026

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
511	Floen, Tom	05/18/2026	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		05/20/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/03/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/11/2026	OTHER MEETING - PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
					Totals:	\$800.00
					Employee Total:	\$800.00
						\$0.00

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
512	Jarlsberg, Jane	05/18/2026	SPECIAL JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		05/20/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/03/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/04/2026	OTHER MEETING - PAID Note: MWA TAC MEETING 100/504//10050	1.0000	\$200.00	
		06/11/2026	OTHER MEETING - PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
					Totals:	\$1,000.00
					Employee Total:	\$1,000.00
						\$0.00

<u>Employee Number</u>	<u>Employee Name</u>	<u>Date</u>	<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>
515	Short, Thomas	05/18/2026	SPECIAL JBWD BOARD MEETING - PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
		05/19/2026	OTHER MEETING- PAID Note: MANAGER MEETUPS 100/504//10050	1.0000	\$200.00	
		05/20/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/03/2026	JBWD BOARD MEETING - PAID 100/504//10050	1.0000	\$200.00	
		06/11/2026	MWA MEETING - PAID 100/504//10050	1.0000	\$200.00	
					Totals:	\$1,000.00
						\$0.00
					Employee Total:	\$1,000.00

Pay Adjustment Summary

<u>Type</u>	<u>Units</u>	<u>Additions</u>	<u>Deductions</u>	Grand Totals:	\$5,000.00	\$0.00
SPECIAL JBWD BOARD MEETING - PAID	5.0000	\$1,000.00		Grand Total:	\$5,000.00	
OTHER MEETING- PAID	3.0000	\$600.00				
JBWD BOARD MEETING - PAID	10.0000	\$2,000.00				
OTHER MEETING - PAID	5.0000	\$1,000.00				
MWA MEETING - PAID	2.0000	\$400.00				

AGENDA ITEM NO:	5C
MEETING DATE:	08.05.26

Staff Report

PRESENTED BY:	Anne Roman, Director of Finance
TOPIC:	EIDE BAILLY MASTER SERVICES AGREEMENT (MSA) AND SCOPES OF WORK
RECOMMENDATION:	Review and authorize the General Manager to execute a Master Services Agreement and Scopes of Work with Eide Bailly.

ANALYSIS: In 2022, the District began outsourcing a limited amount of Finance work to the accounting firm Eide Bailly LLP in lieu of bolstering Finance Department staffing with a second Accounting Technician. As we enter into the era of Chromium 6 grants and loans, Finance anticipates requiring even more outside assistance than in previous years.

Although we are already currently engaged with this vendor, Eide Bailly has switched to a new agreement model, using a Master Services Agreement (MSA) and accompanying Scopes of Work (SOW). Thus, Staff is bringing the new agreements to the Board as a matter of transparency. The agreements have been reviewed by the District's legal counsel.

Accounting Advisory Services Scope of Work (SOW)

Eide Bailly currently performs the bulk of the bank reconciliation work for the District but, over the last few years, we've added the annual calculation and recording of GASB 87 (Leases), GASB 96 (SBITAs-Subscription-based Information Technology Arrangements), and GASB 101 (Compensated Absences).

Government Advisor Services Consulting Scope of Work (SOW)

In addition to the type of routine accounting support work that Eide Bailly has performed for us thus far, we have explored using their grant management services, as needed, for Chromium 6 grant compliance, which we anticipate being labor intensive.

Cost and Budget

Services are billed at hourly rates ranging from \$176 to \$410. Staff with different levels of expertise are utilized for different parts of each task. The 2026/27 Budget for Eide Bailly is set as follows:

- Routine work is recorded against the Accounting/Audit Services budget of \$115,970; **Eide Bailly portion \$62,500**
- Grant management is combined with the Grant writing budget: \$150,000

This type of multi-year agreement does not contain a not-to-exceed dollar amount and is primarily constrained by the annual, board-adopted budget. Below are some historical budget figures which exemplify that we have stayed well under the approved budget each year:

- 2025/26 \$30,666 of \$42,000 budget used (73%)
- 2024/25 \$17,297 of \$32,760 budget used (52%)
- 2023/24 \$17,613 of \$33,600 budget used (52%)

Any budget shortages would come to the Board for further approval in advance.

Please review and authorize the General Manager to execute the attached MSA and SOW’s.

RECOMMENDED ACTION:	Review and authorize the General Manager to execute a Master Services Agreement and Scopes of Work with Eide Bailly.
FISCAL IMPACT:	Budgeted costs up to \$62,500 for routine accounting support work and budgeted costs up to \$150,000 for grant management work.

EIDE BAILLY LLP MASTER SERVICES AGREEMENT

GENERAL

1) This Master Services Agreement ("Agreement") describes Eide Bailly LLP's standard terms and conditions applicable to the provision of Eide Bailly's services to the Client. For the purposes of this Master Services Agreement, any reference to "Eide Bailly" is a reference to Eide Bailly LLP. Any reference to "Client" is a reference to the party or parties that have engaged Eide Bailly to provide services and the party or parties ultimately responsible for payment of Eide Bailly's fees and costs. Client acknowledges and agrees that Eide Bailly is not in a fiduciary relationship with it and Eide Bailly has no fiduciary responsibilities to Client in the performance of its services described herein or in any applicable Statement of Work. As between this Agreement and any applicable Statement of Work, the language in this Agreement will control.

BILLING, PAYMENT, & TERMINATION

2) Billing and Payment Terms. Eide Bailly will bill Client for its professional fees and costs as provided in a Statement of Work. All bills are payable net 30 days upon receipt and will include actual out-of-pocket expenses, administrative charges, and a technology fee. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

Should our relationship terminate before the services provided for in a separate Statement of Work are completed, Client will be billed for services to the date of termination.

3) Termination. Either party may terminate this Agreement by written notice to the other party at any time for any reason, except Eide Bailly shall not terminate in a manner that causes undue harm to Client. Nothing in this Agreement shall prohibit Eide Bailly from terminating this Agreement or any Statement of Work where termination is required by applicable professional standards.

INFORMATION AND DATA

4) Sharing of Information. During the course of the engagement, Eide Bailly will only provide confidential engagement documentation to Client via Eide Bailly's secure portal or other secure methods, and request that Client uses the same or similar tools in providing information to Eide Bailly. Should Client

choose not to utilize secure communication applications, Client acknowledges that such communication contains a risk of the information being made available to unintended third parties. Similarly, Eide Bailly may communicate with Client or its personnel via e-mail or other electronic methods. Client acknowledges that communication in those mediums contains a risk of misdirected or intercepted communications.

5) Remote Access. Should Client provide Eide Bailly with remote access to its information technology environment, including but not limited to its financial reporting system, Client agrees to (1) assign unique usernames and passwords for use by Eide Bailly's personnel in accessing the system and to provide this information in a secure manner; (2) limit access to "read only" to prevent any unintentional deletion or alteration of Client's data; (3) limit access to the areas of Client's technology environment necessary to perform the procedures agreed upon; and (4) disable all usernames and passwords provided to Eide Bailly upon the completion of procedures for which access was provided. Eide Bailly agrees to only access Client's technology environment to the extent necessary to perform the identified procedures.

6) Electronic Sites. Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on Client's website or elsewhere, Client understands that electronic sites are a means to distribute information and, therefore, Eide Bailly is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

7) Data and Records. Eide Bailly cannot agree to be the sole host and/or the sole storage for Client's financial and nonfinancial data. It is Client's responsibility to maintain Client's original data and records and Eide Bailly cannot be responsible to maintain such original information. By signing this Agreement, Client affirms that it has all the data and records required to make its books and records complete.

8) Mandatory Disclosures. Eide Bailly may be requested to make certain engagement

documentation available to outside parties, including regulators, pursuant to authority provided by law or regulation or applicable professional standards. If requested, access to such engagement documentation will be provided under the supervision of Eide Bailly's personnel. Furthermore, upon request, Eide Bailly may provide copies of selected engagement documentation to the outside party, who may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. Eide Bailly will be compensated for any time and expenses, including time and expenses of legal counsel, it may incur in making such documentation available or in conducting or responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings as a result of Eide Bailly's performance of these services. Client and its attorney will receive, if lawful, a copy of every subpoena Eide Bailly is asked to respond to on its behalf. Wherever possible and as permitted under applicable court rules, Eide Bailly will work with Client to limit costs Client may incur."

9) Service Providers. Eide Bailly may use third-party service providers and/or affiliated entities (including Eide Bailly Shared Services Private Limited) (collectively, "service providers") in order to facilitate delivering its services to Client. Eide Bailly's use of service providers may require access to Client information by the service provider. Eide Bailly will take reasonable precautions to determine that such service providers have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. Eide Bailly will remain responsible for the confidentiality of Client information accessed by such service provider and any work performed by such service provider. Client acknowledges that its information may be disclosed to such service providers, including those outside the United States.

10) Use of Artificial Intelligence. While providing the services set forth in this Agreement, in order to enhance the quality and efficiency of services provided, Eide Bailly may use tools incorporating artificial intelligence, including, but not limited to, algorithms, machine learning, and automated processes ("AI"). The use of such technologies will comply with applicable laws and regulations. Eide Bailly will use appropriate due diligence and best practices to ensure that any AI tools and methods are secure.

11) Confidential Information. Neither of us may use or disclose the other's confidential information for any purpose except as permitted under this Agreement or as otherwise necessary for Eide Bailly to provide the services. Client's confidential information is defined as any information it provides to Eide Bailly that is not available to the public. Eide Bailly's confidential information includes its engagement documentation for engagements performed under this Agreement. Eide Bailly's engagement documentation, including all workpapers, shall at all times remain the property of Eide Bailly. The confidentiality obligations described in this paragraph shall supersede and replace any and all prior confidentiality and/or nondisclosure agreements (NDAs) between us.

12) Retention Period. Eide Bailly agrees to retain its documentation or work papers for a period of at least eight years from the date of a report, other engagement deliverables, and/or completion of the engagement.

DISPUTES & LIMITATIONS

13) Mediation. Any disagreement, controversy, or claim arising out of or related to any aspect of Eide Bailly's services or relationship with Client (hereafter a "Dispute") shall, as a precondition to litigation in court, first be submitted to mediation. In mediation, the parties attempt to reach an amicable resolution of the Dispute with the aid of an impartial mediator. Mediation shall begin by service of a written demand. The mediator will be selected by mutual agreement. If we cannot agree on a mediator, one shall be designated by the American Arbitration Association ("AAA"). Mediation shall be conducted with the parties in person in San Bernadino County, California. Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties. Neither party may commence a lawsuit until the mediator declares an impasse.

14) Limitation of Liability. Unless disallowed by law or regulation, the exclusive remedy available to Client for any alleged loss arising from or related to Eide Bailly's services shall be the right to pursue claims for actual damages that are directly caused by Eide Bailly's breach of this Agreement or Eide Bailly's violation of applicable professional standards. In no event shall Eide Bailly's aggregate liability to Client exceed two times fees paid under the applicable Statement of Work, nor shall Eide Bailly ever be liable to Client for indirect, special, incidental,

consequential, punitive, or exemplary damages, or attorneys' fees.

15) Time Limitation. Unless disallowed by law or regulation, Client may not bring any legal proceeding against Eide Bailly unless it is commenced within twenty-four (24) months ("limitation period") after the date when Eide Bailly delivered the report, return, or other deliverable as identified in a relevant Statement of Work or upon termination of the Statement of Work, whichever is earlier, regardless of whether Eide Bailly performs other services for Client. The limitation period applies and begins to run even if Client has not suffered any damage or loss or has not become aware of a possible dispute.

16) Limited Indemnity. Eide Bailly shall not be responsible for any misstatements in its deliverables to Client that it may fail to detect as a result of misrepresentations or concealment of information by any of Client's owners, directors, officers, or employees. Unless disallowed by law, regulation, or applicable professional standards, Client shall indemnify and hold Eide Bailly harmless from any claims, losses, settlements, judgments, awards, damages, and attorneys' fees arising from any such misstatement or concealment of information.

If, through no fault of Eide Bailly, it is named as a party to a dispute between Client and a third party, Client shall indemnify and hold Eide Bailly harmless against any losses, damages, settlements, judgments, awards, and the costs of litigation (including attorneys' fees) it incurs in connection with the dispute.

Eide Bailly shall not be entitled to indemnification under this Agreement unless the services were performed in accordance with professional standards in all material respects.

17) Governing Law and Venue. Any Dispute between us, including any Dispute related to the engagement contemplated by this Agreement, shall be governed by California law. Any unresolved Dispute shall be submitted to a federal or state court located in San Bernadino County, California.

18) Assignment. Client shall not assign, sell, barter, or transfer any legal rights, causes of actions, claims, or Disputes it may have against Eide Bailly to any person.

OTHER

19) U.S. Securities and Exchange Commission ("SEC") and other Regulatory Bodies. Where Eide

Bailly is providing services either for (a) an entity that is registered with the SEC, (b) an affiliate of such registrant, or (c) an entity or affiliate that is subject to rules, regulations, or standards beyond those of the American Institute of Certified Public Accountants ("AICPA"), any term of this contract that would be prohibited by or impair our independence under applicable law or regulation shall not apply to the extent necessary only to avoid such prohibition or impairment.

20) HLB International. Eide Bailly is a member of HLB International, a worldwide organization of accounting firms and business advisors ("HLB"). Each member firm of HLB, including Eide Bailly, is a separate and independent legal entity and is not owned or controlled by any other member of HLB. Each member firm of HLB is solely responsible for its own acts and omissions, and no other member assumes any liability for such acts or omissions. Neither Eide Bailly nor any of its affiliates are responsible or liable for any acts or omission of HLB or any other member firm of HLB and hereby specifically disclaim any and all responsibility, even if Eide Bailly or any of its affiliates are aware of such acts or omissions of another member of HLB. Engagements referred among HLB member firms may result in the payment and receipt of a referral fee.

21) Eide Bailly Alliance. Eide Bailly formed the Eide Bailly Alliance, a network for small to mid-sized CPA firms across the nation. Each member firm of The Eide Bailly Alliance, including Eide Bailly, is a separate and independent legal entity and is not owned or controlled by any other member of The Eide Bailly Alliance. Each member firm of The Eide Bailly Alliance is solely responsible for its own acts and omissions, and no other member assumes any liability for such acts or omissions. Neither Eide Bailly, nor any of its affiliates, are responsible or liable for any acts or omission of The Eide Bailly Alliance or any other member firm of The Eide Bailly Alliance and hereby specifically disclaim any and all responsibility, even if Eide Bailly, or any of its affiliates are aware of such acts or omissions of another member of The Eide Bailly Alliance.

22) Severability. In the event that any term or provision of this Agreement shall be held to be invalid, void, or unenforceable, the remainder of this Agreement shall not be affected, and each such term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

23) Use of Deliverables and Drafts. Client agrees it will not modify any deliverables or drafts prepared by Eide Bailly for internal use or for distribution to third parties. Client also understands that Eide Bailly may, on occasion, send Client documents marked as draft and understand that those are for Client's review purpose only, should not be distributed in any way, and should be destroyed as soon as possible. When the engagement provides for the issuance of a report on financial or non-financial information, and/or other deliverables, Client may make copies of the report and/or other deliverables, but only if the entirety of the relevant underlying information, exactly as accompanying our report and/or deliverable, as appropriate, are reproduced and distributed with the report and/or other deliverables. Client agrees not to reproduce or associate our report and/or other deliverables with any other financial or non-financial information, or portions thereof, that are not the subject of our engagement.

24) Insurance.

Labor Code: By its signature hereunder, CONSULTANT certifies that it is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and it will comply with such provisions before commencing the performance of the work of this CONTRACT. CONSULTANT and subcontractors will keep workers' compensation insurance for their employees in effect during all work covered by this CONTRACT.

Minimum Insurance Requirements:

CONSULTANT shall procure and maintain for the duration of the CONTRACT insurance against claims for injuries or death to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONSULTANT, his agents, representatives, employees or subcontractors.

CONSULTANT shall have its insurer provide the DISTRICT a Certificate of Insurance (COI) with endorsements verifying coverage. Coverage shall be at least as broad as the following:

24.1 Commercial General Liability (CGL): Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01) including products and completed operations, property damage, bodily injury, personal and

advertising injury with limit of at least **two million dollars (\$2,000,000)** per occurrence or the full per occurrence limits of the policies available, whichever is greater. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (coverage as broad as the ISO CG 25 03, or ISO CG 25 04 endorsement provided to Joshua Basin Water District) or the general aggregate limit shall be twice the required occurrence limit.

24.2 Professional Liability: (Also known as Errors & Omission) Insurance appropriates to the CONSULTANT profession, with limits no less than **one million dollars (\$1,000,000)** per occurrence or claim, and **two million dollars (\$2,000,000)** policy aggregate.

If the CONSULTANT maintains broader coverage and/or higher limits than the minimums shown above, Joshua Basin Water District requires and shall be entitled to the broader coverage and/or higher limits maintained by the CONSULTANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available Joshua Basin Water District.

24.3 Workers' Compensation: as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **one million dollars (\$1,000,000)** per accident for bodily injury or disease.

Waiver of Subrogation: The insurer(s) agrees to waive all rights of subrogation against Joshua Basin Water District, its elected or appointed officers, officials, agents, authorized volunteers and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for Joshua Basin Water District; but this provision applies regardless of whether or not the District has received a waiver of subrogation from the insurer.

24.4 Other required provisions:

The CGL policy must contain, or be endorsed to contain, the following:

Additional Insured Status: Joshua Basin Water District, its directors, officers, employees, and authorized volunteers are to be given insured status (at least as broad as ISO Form CG 20 10 10 01), with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT including materials, parts, or equipment furnished in connection with such work or operations.

Primary Coverage: For any claims related to this project, the CONSULTANT's insurance coverage shall be primary at least as broad as ISO CG 20 01 04 13 as respects to the Joshua Basin Water District , its directors, officers, employees and authorized volunteers. Any insurance or self-insurance maintained by the Joshua Basin Water District its directors, officers, employees and authorized volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it.

Notice of Cancelation: If any of the required coverages expire during the term of this CONTRACT, the CONSULTANT shall deliver the renewal certificate(s) including the general liability additional insured endorsement(s) to JBWD prior to the expiration date.

Self-Insured Retentions: The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Joshua Basin Water District.

Acceptability of Insurers: Insurance is to be placed with insurers having a current A.M. Best rating of no less than A: VII or as otherwise approved by JBWD. Insurance must be legally allowed to do business in California.

Verification of Coverage: CONSULTANT shall furnish Joshua Basin Water District with certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by JBWD before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT's obligation to provide them.

Subcontractors: CONSULTANT shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONSULTANT shall ensure that Joshua Basin Water District its directors, officers, employees, and authorized volunteers are an additional insured on CGL Coverage.

Acknowledged and agreed:

Eide Bailly LLP

EIDE BAILLY LLP

CLIENT

Signature

Name

Title

Date

Eide Bailly Use:
Client ID:
Account Name:
Address:
SR ID:

EIDE BAILLY LLP
TECHNOLOGY CONSULTING ADDENDUM
to MASTER SERVICES AGREEMENT

GENERAL

1) This Addendum only applies in conjunction with an associated Statement of Work for technology consulting services. All terms of the Master Services Agreement shall remain in full force and effect.

SERVICES AND DELIVERABLES

2) **Incorporation of Design Documentation.** The Deliverables identified in a Statement of Work may include Design Documentation. Any Design Documentation shall be submitted to Client for written approval. Upon Client's written approval, any Design Documentation shall be incorporated into the Deliverables described in a Statement of Work. If the Design Documentation conflicts with any such Deliverables, the Design Documentation shall control.

3. **Work Outside of Scope.** Eide Bailly shall have no obligation to provide any Deliverables or perform any Services not specifically set forth in a Statement of Work or Design Documentation. Client may request additional Deliverables and Services only pursuant to the Change Control procedures described immediately below.

4. **Change Control.** If either Party identifies a need to supplement or revise the Services or Deliverables described in a Statement of Work, the Party may create a change request ("Change Request"). The Change Request shall include relevant details such as changes to scope, assumptions, cost estimates, timelines, risks, and the like. Both Parties shall accept the terms of a Change Request before work outside the scope of a Statement of Work may continue. Eide Bailly shall charge Client, and Client shall pay Eide Bailly, on an hourly basis at Eide Bailly's normal hourly rates for any services or deliverables requested by Client that are not specified in a Statement of Work or an accompanying Change Request. Any signed Change Request shall thereafter be incorporated into the Statement of Work to which it refers.

5. **HIPAA.** Unless agreed by Eide Bailly in a separate signed writing:

- a) Client has not relied on Eide Bailly to opine upon Eide Bailly's actual or potential status as a Business Associate (as that term is defined in the Health Insurance Portability

and Accountability Act of 1996, as amended and supplemented ("HIPAA"));

- b) In providing the Services, Eide Bailly is not acting as a Business Associate on Client's behalf;
- c) The Services and Deliverables may not be used to store, maintain, process, or transmit protected health information ("PHI") (as that term is defined in HIPAA); and
- d) The Services and Deliverables will not be used in any manner that would require the Services or Deliverables to be HIPAA compliant.

OWNERSHIP RIGHTS

6. **Eide Bailly's Ownership Rights.** Eide Bailly retains all rights, titles, and interests, including Intellectual Property Rights, in any Preexisting Materials, including the right to use, reuse, or otherwise exploit any Preexisting Materials for its other clients. In addition, Eide Bailly retains all rights, titles, and interests, including all Intellectual Property Rights, in the Services, Software, Design Documentation, and Deliverables, including the right to provide similar services and deliverables to other clients.

7. **Client Ownership Rights.** Client retains all rights, titles, and interests, including all Intellectual Property Rights, in the Client Materials. Client grants Eide Bailly the right to use the Client Materials to provide the Services and Deliverables to Client. Eide Bailly shall not market, distribute, reproduce, or seek to commercially exploit the Client Materials.

8. **Contingent License.** Provided Client has fulfilled its obligations under this Agreement, Eide Bailly grants Client a perpetual, non-exclusive, transferable, worldwide, and royalty free license to use, reproduce, copy, perform, display, modify or have modified by third parties, create or have created by third parties derivative works of, the Services, Software, Design Documentation, and/or Deliverables.

CLIENT ENGAGEMENT RESPONSIBILITIES

9. **Appointment of Coordinator.** Client shall designate one individual and one alternate to serve as Eide Bailly's primary point of contact for the relationship contemplated by this Agreement (the "Coordinator"). The Coordinator shall have the authority to act for Client as to all aspects of this Agreement. Eide Bailly shall be entitled to rely on all statements and agreements made by the Coordinator during the term of this Agreement.

10. **Third-Party Products and License Terms.** In connection with the receipt of any services or the use of any third-party products, software, tools, or components incorporated into or referenced in any applicable Statement of Work, Client expressly acknowledges and agrees to be bound by the terms and conditions of any applicable third-party license agreements, whether such terms are provided directly by the third party or referenced by Eide Bailly. Client further agrees that:

- a) **No Objection.** Client shall not contest, object to, or otherwise challenge, the enforceability or applicability of any such third-party license terms.
- b) **Deemed Receipt.** Client acknowledges that it has received, reviewed, and understood all applicable third-party license agreements, or, where such agreements are publicly available or referenced in the Statement of Work, that it has had a reasonable opportunity to do so. Client shall not assert any claim or defense based on non-receipt or lack of awareness of such terms.
- c) **Indemnification.** Client shall indemnify, defend, and hold harmless Eide Bailly from and against any and all claims, liabilities, damages, losses, or expenses (including reasonable attorneys' fees) arising out of or related to Client's breach of any third-party license terms.
- d) **Survival.** The provisions of this section shall survive the termination or expiration of the applicable Statement of Work or this Agreement.

WARRANTIES

11) **Express Warranty.** Eide Bailly shall perform all Services, and the Deliverables shall have been prepared in a workmanlike manner.

12) **Warranty Against Non-Infringement.** Any Services, Software, or Deliverables, when properly used as contemplated by this Agreement, shall not infringe or misappropriate any United States copyright, trademark, patent, or other trade secrets of any third parties. Eide Bailly has any necessary rights and permissions to use any Third-Party Software in the manner contemplated by this Agreement.

13) **Warranty Disclaimers.** Except as specifically described in this Warranties section, all Services, Software, Third-Party Software, Deliverables, and any other product or service provided by Eide Bailly to Client are furnished "as is" and without any other express or implied warranties of any kind. Eide Bailly expressly disclaims any and all such warranties, such as, but without limitation, any implied warranties of merchantability, or fitness for a particular purpose. Eide Bailly does not warrant that any Services, Software, Third-Party Software, or Deliverables will be uninterrupted or error free.

14) **Remedies for Breach of Warranty.** The exclusive remedy to Client for a breach of any warranty arising under this Agreement shall be the repair or replacement of the Services, Software, Deliverables, or any other product or service provided to Client by Eide Bailly. If a court of competent jurisdiction determines that this remedy fails of its essential purpose, Client's damages for breach of warranty shall be limited as described in the Master Services Agreement.

DEFINITIONS

15) As used in this Addendum:

- a) **"Client Materials"** means all of Client's proprietary business information, methodologies, procedures, utilities, algorithms, models, documents, and concepts, and any Intellectual Property Rights therein, which are provided by Client to Eide Bailly in furtherance of this Agreement.
- b) **"Deliverables"** means only those tangible items Eide Bailly agrees in writing to provide to Client in a Statement of Work.

- c) **“Design Documentation”** means a written description of requirements or functionality created through a collaborative process between Eide Bailly and Client for the purpose of analysis, planning, and implementation of the Services and/or Deliverables.
- d) **“Intellectual Property Rights”** means patents, patent applications, patent rights, trademarks, trademark registrations, trademark applications, service marks, business marks, trade names, brand names, all other names and slogans embodying business or product goodwill (or both), copyright registrations, copyrights (including those in computer programs, software such as source code and object code, development documentation, programming tools, drawings, specifications and data), trade secrets, proprietary information, know-how, mask works, industrial designs, processes and technical information and all related rights now existing or hereafter created.
- e) **“Preexisting Materials”** means Eide Bailly’s proprietary business information, methodologies, programming, tools, know-how, procedures, utilities, algorithms, models, software libraries, source code, design, products, platform, and documents, and all Intellectual Property Rights therein.
- f) **“Services”** means only those technology consulting services Eide Bailly agrees in writing to provide to Client in a Statement of Work.
- g) **“Software”** means all computer code and related uses of information technology including but not limited to, all documentation, manuals, and instructions, that is used, designed, developed, and/or implemented by Eide Bailly for Client under this Agreement.
- h) **“Third-Party Software”** means all software that is owned by an entity other than Eide Bailly or Client and is being used by Eide Bailly to provide the Services and/or Deliverables to Client.

shall be defined according to its plain English definition.

16. Usage. All terms defined herein shall include the plural as well as the singular. Any undefined term

Statement of Work – Accounting Advisory Services

June 1, 2026

[246437]

Ms. Sarah Johnson, General Manager
Joshua Basin Water District
P.O. Box 675
Joshua Tree, CA 92252

This document constitutes a statement of work ("SOW") under the most recently executed Master Services Agreement ("MSA") made by and between Eide Bailly LLP ("Eide Bailly", "we", "us", and "our") and the Joshua Basin Water District ("District", "you", or "your"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services Eide Bailly will provide for the District as of and for the years ended June 30, 2026, and June 30, 2027.

Scope of Services

We will provide you with the accounting advisory services on best practices in connection with the accounting advisory engagement, including, but not limited to, monthly account reconciliations and review, assistance with implementation of accounting standards, annual audit preparation, and preparation of 1099 tax forms.

Our engagement will be performed under the *Statements on Standards for Consulting Services* issued by the American Institute of Certified Public Accountants (AICPA). We will not provide audit, review, compilation or financial statement preparation services for any historical financial statements or prospective financial information, or provide attestation services under the AICPA *Statements on Standards for Attestation Engagements*. As such, we will not express an opinion or a conclusion, nor provide any assurance on any historical or prospective financial statements provided in conjunction with these services.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement. Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

Management Responsibilities

You will provide us, as promptly as possible, all requested information and documentation reasonably deemed necessary or desirable by us in connection with the engagement. You represent and warrant that all information and documentation provided or to be provided to us is true, correct and complete, to the best of your knowledge and belief. We are authorized to rely upon such information and documentation without independent investigation or verification.

We will not assume management responsibilities on behalf of the District. Management understands and agrees that any advice or recommendation we may provide in connection with our engagement are solely to assist management in performing its responsibilities.

You accept responsibility for the results of the services being provided and agrees to perform the following functions in connection with this engagement:

- Make all management decisions and perform all management functions.
- Designate a competent individual to oversee the services.
- Evaluate the adequacy and results of the services performed.
- Accept responsibility for the results of the services.
- Establish and maintain internal controls, including monitoring ongoing activities.
- Conduct monitoring and oversight to prevent and detect fraudulent related activities.
- Provide access to all information of which you are aware that is relevant to our services.
- Provide timely responses to our requests.

You are also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Engagement Fees

Our fees for services provided will be billed at our standard hourly rates, as shown in the table below, each month as the work progresses. If more than 40 hours per week per consultant are incurred, the hourly rate will be 1.5 times the consultant's hourly rate.

Staff Level	Hourly Rates Through June 30, 2026	Hourly Rates Effective July 1, 2026
Partner/Managing Director	\$396	\$410
Director	\$374	\$387
Senior Manager	\$339	\$351
Manager	\$284	\$294
Supervisor	\$252	\$260
Senior Associate	\$215	\$223
Staff Associate	\$170	\$176

In addition to these fees for services, you will also be billed for actual out-of-pocket expenses. Invoices are payable upon presentation. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date.

The ability to perform and complete our engagement consistent with this fee arrangement depends upon the quality of your underlying accounting records and the timeliness of your personnel in providing information and responding to our requests. A failure to provide this information in an accurate and timely manner may result in an increase in our fees and/or a delay in the completion of our services.

Other Matters

Notwithstanding the language in subpoint (2) of Paragraph 5 (Remote Access) of the MSA, in the event that access beyond "read-only" is required to perform the services, you acknowledge and agree that our access to and use of your systems and/or software is solely for the purpose of providing the services and you assume responsibility for any unintended or accidental modification or deletion of information resulting from that access. We shall not be liable for any acts, errors, omissions, or failures by you or any third party, nor for any deficiencies or malfunctions in your systems or in any third-party software utilized in connection with the services. You further represent and warrant that you have obtained all necessary rights, licenses, and consents to grant us access to and use of, and assume full responsibility for compliance with, any third-party obligations associated with such software or systems.

Eide Bailly LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. The nature of the services to be provided in conjunction with this engagement are such that non-licensee owners may be involved in performing our services.

Termination

The engagement contemplated by this SOW shall terminate upon the earlier of completion of the services described herein or as described in the MSA.

Agreement

We appreciate the opportunity to provide the services described in this SOW under the MSA. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and Eide Bailly related to audit services. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for these services, including the terms of our engagement and the parties' respective responsibilities. By signing this SOW, you represent and warrant that you are authorized to sign on behalf of and bind each client and any affiliate identified herein.

Sincerely,

Eide Bailly LLP

AGREED TO AND ACCEPTED:

Name: _____

Title: _____

Signature: _____

Date: _____

Statement of Work – Government Advisory Services Consulting

June 1, 2026

[246437]

Ms. Sarah Johnson, General Manager
Joshua Basin Water District
P.O. Box 675
Joshua Tree, CA 92252

This document constitutes a statement of work (“SOW”) under the most recently executed Master Services Agreement (“MSA”), made by and between Eide Bailly LLP (“Eide Bailly”, “we”, “us”, and “our”) and the Joshua Basin Water District (“District”, “you”, or “your”). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide you.

Scope of Consulting Services

The consulting services we will provide include advisory services related to grant management and accounting.

Our engagement will be performed under the *Statements on Standards for Consulting Services* issued by the American Institute of Certified Public Accountants (AICPA). We will not provide audit, review, compilation or financial statement preparation services to any historical or prospective financial information or provide attestation services under the AICPA *Statements on Standards for Attestation Engagements* and assume no responsibility for any such information.

Your Responsibilities

You understand that any written deliverables or other documents we may prepare are to be used only for the purpose of internal use associated with any findings discovered, as a result of our engagement. Such deliverables or other documents may not be published or used for any other purposes without our written consent.

You accept responsibility for the results of the services being provided and agree to perform the following functions in connection with this engagement:

- Make all management decisions and perform all management functions.
- Designate a competent individual to oversee the services.
- Evaluate the adequacy and results of the services performed.
- Accept responsibility for the results of the services.
- Establish and maintain internal controls, including monitoring ongoing activities.

You will provide us, as promptly as possible, with all requested information and documentation reasonably deemed necessary or desirable by us in connection with the engagement. You represent and warrant that all information and documentation provided or to be provided to us is true, correct and complete, to the best of your knowledge and belief. We are authorized to rely upon such information and documentation without independent investigation or verification.

Timeline

We will begin our engagement upon acceptance of this engagement agreement. If delays are experienced in receiving information, the delivery of the deliverable will be delayed accordingly. Should we experience difficulties in these areas we will inform you promptly and discuss the effect on our timetable with you.

Engagement Fees

Our fees for services provided will be billed at our standard hourly rates, as shown in the table below, each month as the work progresses. If more than 40 hours per week per consultant are incurred, the hourly rate will be 1.5 times the consultant's hourly rate.

Staff Level	Hourly Rates Through June 30, 2026	Hourly Rates Effective July 1, 2026
Partner/Managing Director	\$396	\$410
Director	\$374	\$387
Senior Manager	\$339	\$351
Manager	\$284	\$294
Supervisor	\$252	\$260
Senior Associate	\$215	\$223
Staff Associate	\$170	\$176

In addition to these fees for services, you will also be billed for actual out-of-pocket expenses, if any. Invoices are payable upon presentation. All bills are payable upon receipt. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date.

The ability to effectively and efficiently perform our engagement depends upon the quality of your underlying records and the timeliness of providing information and responding to our requests. A lack of preparation, including not providing this information in a complete, accurate and timely manner may result in an increase in our fees and/or a delay in the completion of our engagement. We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Engagement Administration and Other Matters

Eide Bailly LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business Code. The nature of the services to be provided in conjunction with this engagement is such that non-licensee owners may be involved in performing our services.

Termination

The engagement contemplated by this SOW shall terminate upon the earlier of completion of the services described herein or as described in the MSA.

Agreement

We appreciate the opportunity to provide the services described in this SOW under the MSA and believe this SOW accurately summarizes the significant terms of our engagement. This SOW and the MSA constitute the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and Eide Bailly related to these services. If you have any questions, please let us know. Please sign, date, and return this SOW to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our services, including the terms of our engagement and the parties' respective responsibilities. By signing this SOW, you represent and warrant that you are authorized to sign on behalf of and bind each client and any affiliate identified herein.

Sincerely,

Eide Bailly LLP

AGREED TO AND ACCEPTED:

Name: _____

Title: _____

Signature: _____

Date: _____



AGENDA ITEM NO:	7C
MEETING DATE:	08.05.26

Board Member–Requested Agenda Item

Prepared with staff assistance

PRESENTED BY:	DIRECTOR DAVID FICK, ASSISTED BY DIRECTOR OF FINANCE ANNE ROMAN
TOPIC:	DISCUSSION AND POSSIBLE ACTION REGARDING MEMBERSHIP AND PARTICIPATION IN THE JOSHUA TREE ASSOCIATION OF BUSINESS AND CULTURE (JTABC)
RECOMMENDATION:	DISCUSS THE DISTRICT’S POTENTIAL MEMBERSHIP AND PARTICIPATION IN THE JOSHUA TREE ASSOCIATION OF BUSINESS AND CULTURE AND PROVIDE DIRECTION AS APPROPRIATE.

BACKGROUND

At the request of Director Fick, the Joshua Tree Association of Business and Culture (JTABC) is being brought before the Board for discussion and direction.

JTABC is a 501(c)(6) business league that supports the arts, businesses, nonprofit organizations, and community interests within the 92252 ZIP Code. Its stated goals include promoting environmentally and economically sustainable growth, encouraging community engagement, and supporting the long-term health of Joshua Tree National Park and the surrounding region. JTABC offers the following membership levels:

Voting Membership — \$200 annually

Voting membership is available to businesses, nonprofit organizations, and individuals committed to Joshua Tree’s sustainable future. Businesses must be registered within the 92252 ZIP Code. Benefits include:

- Voting privileges
- Networking opportunities with local businesses and artists
- Access to community events and workshops
- Visibility and promotion for the participating business or organization

Associate Membership — \$50 annually

Associate membership is intended for supporters who do not operate a business within the 92252 ZIP Code but wish to support the local business community. Benefits include:

- Access to community events and workshops
- Support for businesses within the 92252 ZIP Code
- Support for local environmental initiatives

Because JTABC’s published membership descriptions do not specifically address public agencies, the District should confirm its eligibility and the appropriate membership category before submitting an application or payment.

POTENTIAL BOARD ACTION

THE BOARD MAY CONSIDER, BUT IS NOT LIMITED TO, THE FOLLOWING ACTIONS:

- Motion to approve District membership in JTABC at either the voting-member or associate-member level, subject to confirmation of the District's eligibility.
- Designate a Director to represent the District and periodically report to the Board regarding JTABC activities for a specified term, such as the remainder of 2026, with a new appointment considered for the following year.
- Request additional information and direct Director Fick and/or staff to return the matter for future consideration.
- Take no action.
- Provide other direction consistent with the item as noticed.

RECOMMENDATION

Staff recommends that the Board discuss whether membership in JTABC would benefit the District and serve a legitimate public purpose related to the District's functions. If the Board supports membership, staff further recommends that any approval be contingent upon confirmation of the District's eligibility and appropriate membership category.

Note: If membership is approved, staff will return with a resolution amending the Administrative Code to designate JTABC meetings as authorized and compensable meetings.

ATTACHMENTS

None

STRATEGIC PLAN

5.2 Develop mutually beneficial relationships, expand collaboration, and exercise strategic leadership with local, regional, state, and federal partners to meet challenges and opportunities.

FISCAL IMPACT

- Voting Member \$200 per year
- Associate Member \$50 per year
- Plus associated staff or director time.

AGENDA ITEM NO:	7D
MEETING DATE:	08.05.26

Board Member–Requested Agenda Item

Prepared with staff assistance

PRESENTED BY:	DIRECTOR DAVID FICK, ASSISTED BY DIRECTOR OF ADMINISTRATION DAVID SHOOK
TOPIC:	CUSTOMER ACCOUNT ASSISTANCE PROGRAM REVIEW
RECOMMENDATION:	DISCUSS THE CUSTOMER ACCOUNT ASSISTANCE PROGRAM AND PROVIDE DIRECTION REGARDING WHETHER ANY CHANGES SHOULD BE CONSIDERED

BACKGROUND

At the request of Director Fick, the Customer Account Assistance Program (CAAP) is being returned to the Board for discussion and potential changes.

The CAAP was established to provide limited financial relief to eligible residential customers who receive an unusually high water bill due to an extraordinary or unexpected circumstance, such as a significant water leak. Under the current CAAP guidelines, an applicant must generally meet the following requirements:

- The property must be the primary residence of the owner or a long-term tenant.
- The bill must be at least \$400 higher than the bill for the same period during the prior year.
- The customer must provide proof that the leak or other qualifying condition was repaired.
- The customer must make a good-faith payment equal to the average bill for the same period during the prior year.
- Assistance is limited to one approval within a two-year period for the same customer and service address.
- The adjustment may cover no more than two consecutive billing cycles.
- Excessive water use resulting from a violation of the District's Rules and Regulations is not eligible.

When an application is approved, the qualifying water usage is recalculated at the current Tier 1 rate. The monthly basic charge is not reduced. Customers may pay the adjusted balance in full or request a payment plan of up to six months.

DISCUSSION

Staff currently administers the CAAP according to the established eligibility requirements. From staff's perspective, the program is functioning as intended: it provides meaningful assistance for qualifying customers while maintaining objective standards, encouraging prompt leak repairs, and limiting the financial impact on other ratepayers. Staff has not identified an operational need to modify the program at this time.

If the Board wishes to consider changes, additional direction is needed regarding the specific concern or outcome the Board would like to address. Potential policy areas include:

- **Eligibility:** Expanding or narrowing who may qualify, including the primary-residence or long-term-tenant requirements.
- **Minimum bill threshold:** Increasing, decreasing, or eliminating the requirement that the bill be at least \$400 higher than the prior-year bill for the same period.
- **Frequency of assistance:** Changing the current limit of one approved adjustment within a two-year period.
- **Adjustment period:** Changing the maximum of two consecutive billing cycles.
- **Adjustment calculation:** Revising the Tier 1 recalculation method or establishing a maximum dollar amount for assistance.
- **Exceptional circumstances:** Establishing a process for considering unusual cases that do not meet all standard eligibility requirements.
- **Program funding or limits:** Establishing an annual program budget, maximum adjustment per account, or other financial controls.

Changes to the program could affect District revenues, administrative workload, consistency in application, and the costs borne by other ratepayers. Depending on the Board’s direction, staff may need to analyze the financial and operational effects and return with proposed policy language before changes are adopted. Staff recommends that any suggested changes be brought to the Citizens Advisory Council (CAC) for review and recommendation.

POTENTIAL BOARD ACTION
THE BOARD MAY CONSIDER, BUT IS NOT LIMITED TO, THE FOLLOWING ACTIONS:

- Leave the CAAP unchanged, recognizing that staff reports the program is functioning as intended.
- Identify specific CAAP provisions for further review and direct staff to return with an analysis of the financial, operational, and ratepayer impacts.
- Direct staff to prepare specified amendments to the CAAP and return them to the Board for consideration.
- Take no action.
- Provide other direction consistent with the item as noticed.

ATTACHMENTS CAAP Information

STRATEGIC PLAN Goal 5.1 Enhance customer trust, understanding, and positive perception of the work of the District to protect and provide water services.

FISCAL IMPACT There is no fiscal impact associated with discussing the program or maintaining it in its current form. Any expansion of eligibility, increase in adjustment amounts, or increase in how frequently assistance may be received could reduce District revenue and increase administrative workload. The fiscal effect of a particular change would need to be evaluated after the Board identifies the changes it wishes to consider.

Customer Account Assistance Program (14.18)

Customer Account Assistance Program (CAAP) (Amended by Resolution No. 18-982, and Resolution No. 25-1073) The Customer Account Assistance Program (CAAP) provides a method to request bill reduction for a bill of unknown or accidental origin. The Program was created to assist customers who have experienced extraordinary or unusual circumstances. The procedure includes the customer's written CAAP application and JBWD investigation. Until the JBWD receives the customer's written application, the bill is due as presented. The application, plus information obtained as a result of the review and investigation, will be forwarded to the General Manager or a designee.

While the CAAP application is being reviewed, a good faith payment, equal to the amount of the bill for the same month in the prior year, must be paid by the due date. The General Manager or a designee shall determine the amount of assistance, if any, based upon review of the information obtained and in accordance with the current policy. No assistance will be considered for excessive water use cases that result from a violation of the JBWD Rules and Regulations.

Guidelines for Assistance

- Account holder must show proof of repair of any leaks before receiving assistance. A Water Survey will be offered to customer to help detect leaks and opportunities for reducing water use. Customer, or representative, must be present at the water survey conducted by a JBWD employee.
- Customers are limited to one (1) CAAPs within a two (2) year period at the same location. A new owner or customer at the same location may be considered for additional assistance. Customers must live as their primary residence at property address where assistance is requested and provide proof of residency satisfactory to JBWD, such as property tax homeowner's exemption.
- Assistance is limited to no more than two consecutive monthly billing cycles; assistance is calculated by comparing the difference between the current and the prior year's bills for the month(s) in question. If difference between current and prior year's water bills is greater than \$400.00, the customer is eligible for assistance. If this is a new account with no previous year comparable usage, then an average consumption of all months on the account will be used as the comparator. If this is the first bill for the account, the District-wide average consumption for similar meters, for the same month, will be used to calculate the amount of assistance.
- If the difference is less than \$400.00, the account is not eligible for a CAAP. Assistance in the form of an interest-free payment plan, following existing procedures will be offered.
- If the difference is more than \$400.00, the water bill will be recalculated using the Tier 1 water consumption rate. The recalculated bill is the customer's responsibility to pay. The customer may request a payment plan in accordance with existing procedures for the balance.

Amended by Resolution 25-1073 on 04.16.25

AGENDA ITEM NO:	7E
MEETING DATE:	08.05.26

Staff Report

PRESENTED BY:	DAVID SHOOK, DIRECTOR OF ADMINISTRATION
TOPIC:	CUSTOMER SUPPORT REPORT
RECOMMENDATION:	INFORMATIONAL

BACKGROUND: We continue to learn from previous data and metrics and although many pieces of data remain fairly consistent, our objective to learn more about the details of providing water and customer interactions allows the District to improve services.

ANALYSIS: This report summarizes key customer service activities and performance metrics from January through June 2026. Our focus remains on delivering consistent, effective communication and services to customers while evaluating in-person and digital service methods.

Application Processing

We observed similar completion rates of customer applications when compared to the second half of 2025. Between January and June 2026, a total of 370 (371 previous six months) water service applications were completed, averaging 61 per month.

Customer Communications

Phone calls remain the primary channel for customer interaction. We received and fielded 6830 phone calls. Many of those were transferred to the online Paymentus portal. Email also remains an essential tool for issue resolution and follow-up.

High Use Letters (Most were between 10-20 unit letters)

January 62 (10 units used to 627 units used;)
 February 11 (13 units used to 30 units used)
 March 29 (12 units used to 463 units used)
 April 31 (20 units used to 269 units used)
 May 26 (23 units used to 244 units used)
 June 23 (20 units used to 146 units used)

Field Collaboration

The Field Logic devices continue to be used frequently for service orders and customer requests. We are able to identify patterns and describe and show customers these patterns that are indicative of irrigation, leaking toilets, or hoses being left on.

Internet Interaction (Figures have been rounded)

The District homepage is the most frequently visited page of our website with 19,000 visits. "Pay My Bill" is second with 6,600. "Employment" is third with

1,600. Fourth, is “Start/Reinstate Service” with 1,300 and rounding out the top five of our pages is “Board of Directors” with 1,000. Visits to the District site were most often directly entered by typing www.jbwd.com 14,000 times. Google was also frequently used 5,000 times. Other search engines were used, and our Facebook page was used 42 times to get to our website.
(Source: Google Analytics)

**RECOMMENDED
ACTION:**

Informational Report Only

STRATEGIC PLAN:

Goal 5.1 Enhance customer trust, understanding, and positive perception of the work of the District to protect and provide water services.

FISCAL IMPACT:

N/A