

# MEETING MINUTES



## REGULAR MEETING OF THE BOARD OF DIRECTORS NOVEMBER 5, 2025, 5:00 PM

### 1. CALL TO ORDER

President Floen called the meeting to order at 5:00 p.m.

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

**Board Members Present:** President Floen, Vice President Doolittle, Director Jarlsberg (Attended Remotely), Director Short, Director Fick

**Staff Present:** General Manager Johnson, Director of Finance Roman, Accounting Supervisor Rich, Director of Administration Shook, Executive Assistant Thompson

**Consultant(s) Present:** Legal Counsel, Jeff Hoskinson, Public Outreach Consultant, Kathleen Radnich

**Citizens Advisory Council Member(s) Present:** None

### 3. APPROVAL OF THE AGENDA

Director Short made a motion to approve the agenda and seconded by Director Fick approved by the following vote:

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

### 4. PUBLIC COMMENT - None

### 5. CONSENT CALENDAR

#### A. DRAFT MINUTES – 10.15.25

Vice President Doolittle made a motion to approve the 10.15.25 draft and seconded by Director Fick, approved by the following vote:

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

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

**7. DISCUSSION/ACTION CALENDAR**

**A. SEPTEMBER 2025 CHECK REGISTER**

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: APPROVE THE CHECK REGISTER.

Director Jarlsberg made a motion to approve the September 2025 Check Register, seconded by Director Short and approved by the following vote:

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

**B. INDIRECT COST RATE ANALYSIS (PREV. COST ALLOCATION PLAN)**

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: REVIEW AND APPROVE.

Director of Finance Anne Roman presented the Indirect Cost Rate Analysis, noting that in the budget, it was previously referred to as the Cost Allocation Plan. Roman explained that NBS determined a cost allocation plan was unnecessary and instead conducted an indirect cost rate analysis. Roman introduced Nicole Kissam from NBS, who provided a brief overview of the analysis. Roman added that a fee study will be conducted, and overhead costs will be incorporated into those types of charges. Kissam noted that the indirect cost rate may be updated every two to three years using the most recent audit data.

Director Short made a motion to approve the Indirect Cost Rate Analysis, seconded by Director Jarlsberg and approved by the following vote:

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

**C. CHROMIUM-6 COMPLIANCE STRATEGY AND CONTRACTING FOR LEGISLATIVE ADVOCACY PROFESSIONAL SERVICES**

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

RECOMMENDED ACTION: AUTHORIZE THE GENERAL MANAGER TO ENTER INTO AN AGREEMENT WITH ROJAS PUBLIC AFFAIRS (RPA) FOR STATE AND FEDERAL LEGISLATIVE ADVOCACY SERVICES AT A MONTHLY RATE RETAINER OF \$5,000.

General Manager Sarah Johnson reported that she has identified a firm to assist the District with legislative advocacy. Johnson introduced Jaime Rojas, President of Rojas Public Affairs, who highlighted the firm's experience in state, local, and federal advocacy.

Rojas explained that the firm will help the District identify key legislative allies, address policy issues, secure letters of support, connect with government agencies, plan and coordinate Legislative Days in Sacramento and Washington, D.C., pursue funding opportunities, and provide ongoing strategic guidance.

Director Fick motioned to approve the Chromium-6 Compliance Strategy and Contracting for Legislative Advocacy Professional Service with Rojas Public Affairs, seconded by Director Jarlsberg and approved by the following vote:

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

**D. PUBLIC OUTREACH REPORT**

PRESENTED BY: PUBLIC OUTREACH CONSULTANT, KATHLEEN RADNICH

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

Public Outreach Consultant Kathleen Radnich reported on the following:

**Past Events**

- **August 18:** Semi-annual Morongo Basin First Responders meeting, which included a discussion on “Water for Emergencies.”
- **August 21:** Seed Swap Social.
- **September 19:** Native Gardening Plant Workshop, held in coordination with Joshua Tree National Park. Plants from the workshop will be available at the March 2026 plant sale.
- **October 2:** ADA Gardening Class, funded by Mojave Water Agency and conducted virtually.
- **October 18:** The Great ShakeOut. Radnich expressed appreciation and thanked President Floen for volunteering at the event.

**Upcoming Events**

- **January 23:** Docent meeting at 5:00 p.m.
- **January 30:** Native Plant Workshop.
- **February (TBD):** Possible District tours.
- **March (TBD):** Desert Gardening Class.
- **March 29:** Annual Plant Sale.
- **April 19:** Mojave Water Agency Landscape Tours.
- **May 26:** Water Education Day Festival with local agencies.

**Additional Updates**

- Radnich praised President Floen for his continued involvement in the Copper Mountain Mesa (CMM) community and his regular participation at the Farmers Market booth each Saturday.
- The Citizens Advisory Council (CAC) meets quarterly and currently has eight members. At the last meeting, David Carrillo was re-elected as Chairperson and Fred Jaross as Vice Chairperson for 2026.
- November 6: “Winterizing Your Property” virtual class at 6:00 p.m. Registration is available on the Mojave Water Agency website.
- September’s Farmers Market theme was “Water for Emergencies,” and November’s theme is “Winterizing Your Property.”
- Radnich announced she will not attend the Farmers Market on Saturday, December 27, 2025, or Saturday, January 3, 2026, due to the Christmas and New Year’s holidays.
- The 2026 Waterwise Landscape Calendars are due in by early December.

## 8. REPORTS AND COMMENTS

### President Floen

- Floen discussed the MWA recharge water and tracking of banked water.

### Vice President Doolittle

- Director Doolittle attended the ASBCSD meeting and dinner in October. Doolittle noted that although she had not registered for the dinner in advance, she was permitted to attend and informed that ASBCSD would send an invoice for the meal.
- Doolittle reported that at the ASBCSD meeting, speaker Heather Dyer discussed fish protection, local stormwater capture, and investments to secure additional water supplies.
- Doolittle requested that PowerPoint presentations be placed on a private cloud drive.
- Doolittle suggested that when there are audio issues with Zoom, participants could have the option to join the meeting by phone.
- Doolittle requested forming a legislative committee and to be placed on a future agenda for late December or January.

### Director Jarlsberg

- Jarlsberg will be attending the ACWA Region 9 event on November 13th & 14th in Irvine.
- Jarlsberg expressed interest in the CAC meetings and inquired about the current members and the total number of participants.

### Director Short

- Short attended the ASBCSD Membership Meeting and dinner on October 20th, hosted by the San Bernardino Valley Water Agency. Short reported that the discussion focused on the State Water Project and the importance of promoting diversity.

### Director Fick

- Fick reported that he attended the San Bernardino County Planning hearing on October 23rd concerning rezoning.

### General Manager Report

Johnson reported on the following:

- Johnson reported that the Well 15 motor is scheduled for delivery in November, and profiling work is expected to begin shortly after the holidays.
- Johnson reported that the RFP for the E21 Tank project has been completed and will be issued soon to solicit bids.
- Johnson reported that the newly purchased dump truck is currently being built.
- Johnson announced that several new employees have recently been hired.
- Johnson reported that since the last Board meeting, she has participated in at least 31 meetings, highlighting the following:
  - Cal Rural / MWA Grant Opportunity: Last week, Johnson met with Cal Rural, accompanied by Director of Administration David Shook. Cal Rural, on behalf of the Mojave Water Agency (MWA), is interviewing multiple districts to identify potential candidates for an upcoming grant opportunity.
  - Morongo Basin Coffee Group hosted by SB County: Johnson attended the Morongo Basin Coffee Group meeting, where she learned that her primary contact for Senator Rosilicie Ochoa Bogh has resigned. She will need to establish a working relationship with the incoming representative once identified.
  - CMC Seed Pitch Mentorship: Johnson shared that she was nominated to mentor a student from Copper Mountain College in their Seed Pitch competition. The student she mentored

was developing a project related to water conservation. She reported that the event went very well and expressed hope that the student was successful in the competition.

- MUSD CAC Meeting: Johnson attended the Morongo Unified School District Citizens Advisory Committee (CAC) meeting and discussed the potential for a future internship partnership. She hopes to receive feedback on the request.
- Water Workforce Recruitment Services: Johnson also met with representatives from Water Workforce, a firm that provides high-level recruitment services. She is considering engaging them as a headhunter for the Director of Operations position and will bring a recommendation to the Board if she pursues this option.

## **10. ADJOURNMENT**

On motion by Director Short, seconded by Director Fick and approved by the Board, the meeting was adjourned at 7:23 p.m.

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary

# 2. .JBWD MINUTES TEMPLATE 1ST MEETING TEMPLATE 11.19.25

Final Audit Report

2025-11-20

Created:	2025-11-20
By:	LISA THOMPSON (lthompson@jbwd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAV6LjY2P9RvhJ0B01ILRaGx2FDzHel8t8

## "2. .JBWD MINUTES TEMPLATE 1ST MEETING TEMPLATE 1 1.19.25" History

-  Document created by LISA THOMPSON (lthompson@jbwd.com)  
2025-11-20 - 6:45:54 PM GMT
-  Document emailed to Sarah Johnson (sjohnson@jbwd.com) for signature  
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-  Document e-signed by Sarah Johnson (sjohnson@jbwd.com)  
Signature Date: 2025-11-20 - 6:46:42 PM GMT - Time Source: server
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