

# MEETING MINUTES



## SPECIAL MEETING OF THE BOARD OF DIRECTORS DECEMBER 17, 2025, 1:00 PM

### 1. CALL TO ORDER

President Floen called the meeting to order at 1:03 pm

### 2. DETERMINATION OF A QUORUM & ATTENDANCE

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

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

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

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

### 3. APPROVAL OF THE AGENDA

Director Jarlsberg made a motion to approve the agenda 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

### 4. PUBLIC COMMENT

None

### 5. CONSENT CALENDAR

#### A. DRAFT MINUTES – 12.08.25

Director Short made a motion to approve the 12.08.25 draft minutes, and seconded by Director Fick, and 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

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

## 7. DISCUSSION/ACTION CALENDAR

### A. OCTOBER 2025 CHECK REGISTER

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: REVIEW AND APPROVE

Director Jarlsberg made a motion to approve the October 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. METER CONNECTION FEE COST ESTIMATE UPDATES

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

RECOMMENDED ACTION: REVIEW THE UPDATED METER CONNECTION FEE COST ESTIMATES AND THE CORRESPONDING REVISIONS TO THE RULES & REGULATIONS OUTLINED IN RESOLUTION 25-1080 (EXHIBIT A). APPROVE RESOLUTION 25-1080.

Director of Finance Anne Roman presented the Meter Connection Fee Cost Estimate Updates. Roman explained that the methodology was revised from a fee-based to a deposit-based system and that the estimates were updated to reflect current costs and approved overhead rates. Roman noted that actual costs will be reconciled through refunds or additional billing as necessary. Resolution 25-1080 updates the cost estimates for 2026 and also authorizes the General Manager to update the same cost estimates in the Rules and Regulations annually without requiring an additional resolution. The updated estimates are included in the Rate and Fee Schedule.

Director Fick made a motion to approve Resolution 25-1080, seconded by Director Short, and approved by the following vote:

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

### C. RATE SCENARIO ANALYSIS

PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN

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

Director of Finance Anne Roman presented the Rate Scenario Analysis. Roman explained that while Scenario C was adopted in 2023, the temporary pause in rate increases last year, along with deferred projects and staffing vacancies, has resulted in stronger-than-expected reserves. Roman noted that the District is preparing for the upcoming Chromium-6 project, which may require early rate increases. Roman emphasized the importance of proceeding with the scheduled Scenario C rate adjustments in January 2026 to support the District's financial stability, upcoming capital projects, and long-term planning.

- D. NOTICE OF PREVIOUSLY-APPROVED RATE AND GUARANTEE DEPOSIT ESCALATIONS AND PREAPPROVED CAPACITY CHARGE ESCALATIONS  
PRESENTED BY: DIRECTOR OF FINANCE, ANNE ROMAN  
RECOMMENDED ACTION: FOR INFORMATIONAL PURPOSES ONLY. NO ACTION IS TO BE TAKEN.

Director of Finance, Anne Roman, presented the Notice of Previously-Approved Rate and Guarantee Deposit Escalations and Preapproved Capacity Charge Escalations effective January 1, 2026. Roman emphasized maintaining consistency with the adopted rate structure to support financial stability and long-term planning.

- E. ELECTION OF OFFICERS FOR 2026  
PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON  
RECOMMENDED ACTION: BOARD TO NOMINATE AND ELECT A PRESIDENT AND A VICE PRESIDENT FOR 2026. OFFICERS ARE TO TAKE THEIR NEW POSITIONS IMMEDIATELY

Fick made a motion to nominate Stacy Doolittle as President for 2026, seconded by Short and approved by the following vote:

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

Doolittle made a motion to nominate Tom Floen as Vice-President for 2026, seconded by Jarlsberg and approved by the following vote:

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

During Director reports, Doolittle stated that she had made an error in her Vice President nomination and clarified that she intended to nominate Director Tomas Short, not Director Tom Floen. Director Doolittle moved to reconsider the item, seconded by Director Fick.

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

After discussion, Doolittle nominated Tomas Short as Vice President for 2026, seconded by Fick and approved by the following vote:

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

## 8. REPORTS AND COMMENTS

### Director Floen (previously President Floen)

- Floen reported attending the Morongo Basin Pipeline Commission meeting in Apple Valley last week.
- Floen stated that it has been an honor to serve as Board President for the past five years.

### President Doolittle (previously Vice President Doolittle)

- Doolittle reported on the ACWA JPIA conference she attended on December 1<sup>st</sup>.
- Doolittle addressed the Board regarding her new role as President. She delivered a formal statement expressing appreciation to her colleagues for their support and acknowledging former President Tom Floen for his leadership and example. Doolittle stated her commitment to continuing the Board's work, strengthening transparency, and ensuring clear communication so Directors have the information necessary to serve the public. She announced that she would meet with General Manager Sarah Johnson following the meeting to discuss one-on-one meetings and proposed reestablishing Board committees. Director Doolittle announced the formation of an Ad Hoc Committee for the General Manager Evaluation, appointing herself and Director Short, and the formation of a Transparency Committee, appointing herself and Director Short, with the General Manager serving as liaison. She also stated that she will serve as the District's representative at the MWA TAC meetings.
- Doolittle requested a special meeting regarding sewer to septic to be agendaized at a future meeting.

### Director Jarlsberg

- Jarlsberg noted that Director Doolittle attended the ACWA JPIA meeting on December 1 as an alternate, as Jarlsberg is the District's designated ACWA JPIA representative. Jarlsberg stated that Doolittle's ACWA JPIA report should be forwarded to the Director of Administration rather than distributed to the Board.

### Vice President Short (previously Director Short)

- Short reported on his attendance at the County Board of Supervisors' meeting on December 16th. Short expressed concern about the lack of transparency regarding the sewer project. Short requested that the sewer project be placed on a future agenda or discussed at a special meeting.
- Short reported on his attendance at the ACWA Fall Conference in early December, noting that the tone differed from the Spring Conference and that the sessions provided valuable insight to support the Board's responsibilities. Short summarized educational sessions he attended, including procurement pathways for water and infrastructure power, trends in declining solar costs, net-neutral desalination efforts in Orange County, the importance of investing in above-ground water storage, and infrastructure financing.

### Director Fick

- Fick commented on the temporary pause of the rates and the board's decisions for the pause.
- Fick reported on his attendance at the ACWA Fall Conference in early December and noted discussions with a representative regarding Heli hydrant equipment.
- Fick reported attending the AALRR dinner at the ACWA Fall Conference, noting that Director Doolittle gave a toast and thanked AALRR for hosting.
- Fick reported attending the MWA Board meeting and noted that Marina West was nominated as Board President; he added that she previously served as Treasurer for MBCA.
- Fick mentioned the County sewer authority matter and stated he planned to attend the related meeting following the board meeting.

- Director Fick expressed his appreciation for the Board and stated that he believes it is the best Board.

#### General Manager Report

Johnson reported on the following:

- Johnson announced that the District anticipates hiring three new field employees in January 2026.
- Johnson reported attending the Morongo Basin Pipeline Commission meeting with Floen and noted that the MBPC has been dissolved. Johnson stated she will provide a report to the Board next month, bringing forward a dissolution agreement.
- Johnson reported visiting the hospital's wastewater treatment plant, noting that the Regional Board conducted a site inspection and recognized it as one of the best-performing facilities of its size. Johnson added that the District will be participating in permitting with the Regional Board in the coming months.
- Johnson reported that the E21 RFP has been posted, with a closing date of January 15, 2026, after which it will be brought to the Board for review.
- Johnson announced that she will be off the last week of December and extended holiday wishes to everyone.
- Johnson congratulated Doolittle and Short on their appointments as Board President and Vice President, respectively.

#### **9. ADJOURNMENT**

On motion by Director Jarlsberg, seconded by Director Short and approved by the Board, the meeting was adjourned at 3:34 p.m.

Respectfully submitted,



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Sarah Johnson, General Manager & Board Secretary






# 2. .JBWD MINUTES SPECIAL MEETING BOARD WS TEMPLATE 12.17.25

Final Audit Report

2026-01-21

Created:	2026-01-21
By:	LISA THOMPSON (lthompson@jbwd.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAbPtOLCA4H2claymKW5owvcg_vYyzn9Ax

## "2. .JBWD MINUTES SPECIAL MEETING BOARD WS TEMPLATE 12.17.25" History

-  Document created by LISA THOMPSON (lthompson@jbwd.com)  
2026-01-21 - 0:16:50 AM GMT
-  Document emailed to Sarah Johnson (sjohnson@jbwd.com) for signature  
2026-01-21 - 0:17:07 AM GMT
-  Email viewed by Sarah Johnson (sjohnson@jbwd.com)  
2026-01-21 - 3:18:36 PM GMT
-  Document e-signed by Sarah Johnson (sjohnson@jbwd.com)  
Signature Date: 2026-01-21 - 3:18:52 PM GMT - Time Source: server
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