

JOSHUA BASIN WATER DISTRICT  
MEETING MINUTES  
WEDNESDAY, APRIL 1, 2020

CALL TO ORDER/PLEDGE OF ALLEGIANCE – President Johnson called the meeting to order at 6:30 p.m. via teleconference.

DETERMINATION OF A QUORUM – President Johnson, Vice President Unger, Director Floen, Director Hund, and Director Reynolds are in attendance via teleconference.

STAFF PRESENT –Mark Ban, GM, Susan Greer, AGM, Sarah Johnson, Director of Administration, Anne Roman, Accountant, and Beverly Waszak, Executive Assistant are in attendance via teleconference.

CONSULTANTS PRESENT –Kathleen Radnich, Public Outreach Consultant and Jeff Hoskinson, District Counsel, are in attendance via teleconference.

APPROVAL OF AGENDA –.MSC<sup>1</sup> (Hund/Unger) 5/0/0 motion carried to approve the Agenda.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger

Noes: None

Absent: None

Abstain: None

PUBLIC COMMENT – None

CONSENT CALENDAR - MSC<sup>1</sup> (Unger/Reynolds) 5/0/0 motion carried to approve the Consent Calendar.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger

Noes: None

Absent: None

Abstain: None

PANDEMIC POLICY – Director S. Johnson gave the staff report. Vice President Unger had a few minor changes that she discussed and after brief comments by the Board; the Board requested that Director Johnson bring the Pandemic Policy back to the Board for approval with the revised changes upon Union approval.

Director S. Johnson commented that General Manager Ban has taken a proactive approach with taking care of the employees with protecting them and the public pertaining to COVID-19.

Jeff Hoskinson, Legal Counsel informed the Board that their vote would be an informal vote to bring back the policy for a formal vote at the next Board meeting.

MSC<sup>1</sup> (Reynolds/Hund) 5/0/0 motion carried to bring the Pandemic Policy back to the Board for formal approval after it receives Union approval.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger

Noes: None

Absent: None

Abstain: None

NOBEL SYSTEMS GEOVIEWER (GIS) – General Manager Ban informed the Board that staff has been diligently working with Nobel Systems to complete the integration between the District’s Geoviewer Service Order Management module and its billing software, Incode by Tyler. A testing environment has been created that is currently being utilized by Customer Service and Field Service to test the transfer of data between Geoviewer and Incode through an Application Programming Interface (API) that was provided to the District by Tyler and integrated into the District’s Geoviewer system by Nobel.

Once the Service Order Management System is released for day to day use by the District, service orders will be created from either Incode or Geoviewer by Customer Service and transferred directly to Field Service or Distribution for completion. The type of work performed, and inventory used will then be recorded electronically on the Service Order at which time it will be marked completed. Several tasks associated with the current process are performed manually by multiple employees. The use of this system will greatly increase efficiency, decrease data entry needs and allow employees to focus on other more important tasks.

Comments followed by Director Floen and Vice President Unger, who both agreed that this is a much-needed tool for the District.

MSC<sup>1</sup> (Hund/Unger) 5/0/0 motion carried to approve the Geo Viewer Service Order, Integration, and hosting subscription for \$20,200.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger  
Noes: None  
Absent: None  
Abstain: None

MORATORIUM ON LATE FEES AND WATER SERVICE TERMINATION- General Manager Ban gave the staff report and requested that the Board of Directors consider providing assistance to the district customers by waving late fees during the month of April and May 2020, and postponing water service termination until June 2020 as outlined in the moratorium requirements. A brief comment period followed with the Board.

MSC<sup>1</sup> (Reynolds/Unger) 5/0/0 motion carried to approve the Moratorium on late fees and water service termination.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger  
Noes: None  
Absent: None  
Abstain: None

AUTHORIZE DESIGNATED STAFF TO SIGN LIEN DOCUMENTS FOR UNPAID CHARGES ON BEHALF OF THE DISTRICT- Accountant Roman gave the staff report and recommended that the Board of Directors authorize the General Manager, Assistant General Manager/Controller, and Accountant to sign lien documents for unpaid charges on behalf of the district.

MSC<sup>1</sup> (Johnson/Hund) 5/0/0 motion carried to authorize the General Manager, Assistant General Manager/Controller and Accountant to sign lien documents.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger  
Noes: None  
Absent: None  
Abstain: None

CONSIDER ADOPTION OF RESOLUTION NO. 20-1018, ELIMINATING THE H ZONE FRONT FOOTAGE REIMBURSEMENT – AGM Greer gave the staff report and explained how the H Zone was established and stated that staff recommends that the District maintain the current CMC pipeline reimbursement policy, as that project actually *extended the mainline*, providing opportunity for developers to connect to the system without need for water main extension, where such opportunity didn't previously exist. The Finance Committee concurs. The CMC reimbursement policy treats the District *sort of* like any other developer, requiring reimbursement from any subsequent developer that connects in the future to the mainline that we installed at our expense. A brief comment period followed with the Board

MSC<sup>1</sup> (Reynolds/Unger) 5/0/0 motion carried to adopt Resolution No. 20-1018 Eliminating the H Zone Front Footage Reimbursement.

Ayes: Floen, Hund, Johnson, Reynolds, and Unger

Noes: None

Absent: None

Abstain: None

GENERAL MANAGER REPORT – GM Ban updated the Board on COVID-19 and the use of Constant Contact email to inform the public.

DIRECTOR REPORTS ON MEETINGS ATTENDED, COMMENTS, AND FUTURE AGENDA ITEMS –

Kathleen Radnich, Public Information Consultant gave a staff report on the following:

- Farmers' Market - Restructuring of the Market is complying with all the health and safety mandates for Covid-19. Our booth has been redesigned to allow for maximum social distancing from the public. I have Low Income Assistance forms available at our booth.
- Swamp Cooler Study - The COVID-19 has halted any momentum we had at all on the project. Only time will tell what will resolve with this.
- April Newsletter - Our April Tier Drop Newsletter was an unfortunate early local casualty of the COVID-19. However, we are hopeful to resume with the May newsletter.

The Legislative and Public Information Committee Meeting -This morning we covered Legislative bills on the docket. Out of 2000 bills submitted to the State (between January 1st and February 21st) 14 bills directly impacted the water industry in some shape or form. The overwhelming number of bills in such a short time is being addressed, with changes. They are leaning towards only three (3) bills at a time per session. Because of COVID-19's current shutdown, coming spring and summer recesses, the legislature has run out of time to deal with any of these bills before the close of this year's session which ends August 31st. The lobbyist representing the Inland Empire Legislative Working Group (of which I participate in their meetings) believe that Governor Gavin will focus on only two or three main proposed bills from now until the end of August, mostly dealing with the housing crisis and wildfire fighting.

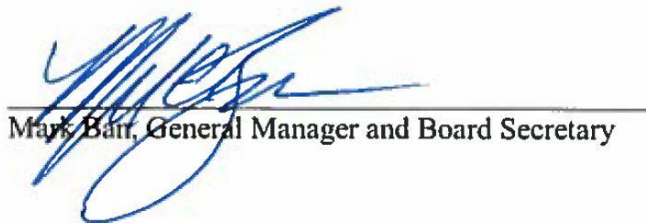
FUTURE DIRECTOR MEETINGS & TRAINING OPPORTUNITIES – President Johnson read off the upcoming meetings.

ADJOURN TO CLOSED SESSION – At approximately 7:31 p.m. the Board of Directors adjourned to closed session.

REPORT ON CLOSED SESSION – At approximately 7:35 p.m. the Board of Directors went into closed session for the purpose set forth in item #13 of tonight’s agenda, to consult with the Board per Government Code Section 54968.8. on the potential for the District to acquire property located at APN 058815211, 7644 Olympic Road, Joshua Tree, CA 92252. At approximately 8:05 p.m. the Board returned to Open Session with nothing to report.

ADJOURNMENT – The Board adjourned at 8:06 p.m.

Respectfully Submitted,



---

Mark Barr, General Manager and Board Secretary