

MEETING MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS APRIL 3, 2024, 5:30 PM

1. CALL TO ORDER

President Floen called the meeting to order at 5:30 p.m.

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, Interim Director of Operation Nazario, Accounting Supervisor Rich, Executive Assistant Thompson

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

Citizens Advisory Council Member(s) Present: None

3. APPROVAL OF THE AGENDA

Director Short made a motion to approve the agenda with the elimination of the Citizens Advisory Council Report from the agenda, seconded by Director Doolittle approved by the following vote:

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

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

A. DRAFT MINUTES – 03.20.24 pulled for discussion.

6. ITEMS PULLED FROM CONSENT CALENDAR FOR DISCUSSION

Several revisions were requested during the discussion. These included correcting Vice President Doolittle's comment to accurately state that she hasn't witnessed any expressions of appreciation for the board during her four years of service. Furthermore, information about insurance benefits was added to the stipend comparisons, the General Manager meetings dates were corrected from May to March, and penetration "testing" was included in the Southwest Networks Contract motion.

Director Jarlsberg made a motion to approve the 03.20.24 draft minutes with the aforementioned revisions seconded by Director Short approved by the following vote:

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

7. PROJECT LIST UPDATE - For informational purposes only. No action was taken.

Management shared updates on District projects, giving the Board the opportunity to ask questions and receive additional information from staff.

8. PRESENTATIONS - For informational purposes only. No action was taken.

A. PUBLIC OUTREACH REPORT

Consultant Radnich provided an outreach report including the following:

- The Farmers Market booth theme for April is Water for Emergencies.
- Spring Wildcrafting classes will be on the first four Fridays in May. Registration information will be in the monthly newsletter.
- May 11 - Help Yourself Help Your Neighbor event with the Red Cross at Walmart.
- Radnich expressed her appreciation for the Joshua Tree National Park and its partnership with the district.
- New signs for the demonstration garden were ordered.
- The recent native plant sale was a huge success, with around 600 plants sold. This was double the revenue generated compared to previous plant sale events. Attendees took all the free plants that were offered, and Burrtec generously donated free mulch for the event. Radnich thanked President Floen and Director Jarlsberg for their help with the plant sale.
- The Constant Contact stats are at a 50% opening rate.
- The revamped newsletter, which has an updated look and a new name: "Meter Reader," is due to be released in May.

9. ACTION CALENDAR

A. APPOINTMENT OF A NEW CITIZENS ADVISORY COUNCIL (CAC) MEMBER

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: RECOMMEND THE BOARD OF DIRECTORS REVIEW APPLICATION AND CONSIDER APPOINTMENT TO THE CITIZENS ADVISORY COUNCIL (CAC)

Vice President Doolittle made a motion to appoint Debra Truncala as Citizens Advisory Council Member, seconded by Director Fick and approved by the following vote.

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

B. DISCUSSION AND POTENTIAL DIRECTION RELATIVE TO DIRECTOR COMPENSATION

PRESENTED BY: GENERAL MANAGER, SARAH JOHNSON

RECOMMENDED ACTION: STAFF WILL PROVIDE OVERVIEW OF DIRECTOR COMPENSATION PROCESS FOR DISTRICT TO PROVIDE DIRECTION FOR POTENTIAL FUTURE ACTION(S)

After much discussion, Director Jarlsberg moved to continue discussing the director's compensation matter by bringing it as an ongoing agenda item until the board resolves it, with such motion failing for lack of a second. President Floen moved to have staff bring back a menu of options, with such a motion failing for lack of a second. Vice President Doolittle made a motion to have Legal Counsel and the General Manager prepare the required documentation and plan related to a standard 5% increase to the board compensation stipend in the next budget cycle, seconded by Director Fick and approved by the following vote:

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

10. REPORTS AND COMMENTS

President Floen

- None

Vice President Doolittle

- Doolittle asked about the schedule for adopting the budget in June. She expressed concern that more time may be needed just in case it was not adopted at the first meeting in June.

Director Jarlsberg

- Jarlsberg attended the MWA board meeting on March 28 via Zoom, sharing it included a master plan workshop.
- Jarlsberg inquired about the schedule of the manager meetups since the April 10 meeting was cancelled.

Director Short

- None

Director Fick

- Fick inquired to find out how many members are on the Citizens Advisory Council.

General Manager Report

Johnson reported on the following:

- Johnson is collaborating with the US Water Alliance to explore options for special financing, if necessary, for the Chromium 6 issue. The US Water Alliance requested information and expressed appreciation for our website's high level of organization and accessibility. They found it easy to navigate and were able to locate the majority of the information they were seeking.
- Two grants have been submitted to Mojave Water Agency. The first is for the annual conservation messaging campaign, and the other is for a stormwater exhibit. The stormwater exhibit includes plans to extend the garden landscaping toward the front of the office and protect the garden exhibit with a gabion wall.
- April 10 – Johnson will be attending the Urban Water Management kickoff meeting.
- April 10 – Finance and WRO Committees are cancelled.
- April 16-18—Johnson will be in Sacramento for CWSA's Water Action Day and for attendance at the State Water Resources Control Board meeting, during which they are anticipated to act on the final adoption of hexavalent chromium regulations.
- April 17 – Regular Board Meeting cancelled.

Meetings attended:

- Monthly CWSA meeting.
- Multiple staff meetings for this upcoming FY budget.

Director of Finance, Anne Roman reported on the following:

- Roman provided an update on an upcoming presentation of investment pool options that will be presented to the board later this summer.

11. CLOSED SESSION

Conference with Labor Negotiators (Govt. Code § 54957.6)
Agency Designated Representatives: General Manager, Sarah Johnson
Unrepresented Employee: All District Employees

Adjourned to closed session at 7:17 pm.

Returned to Open Session 8:15 pm. Legal Counsel Jeff Hoskinson stated no reportable action.

12. ADJOURNMENT

On motion by Vice President Doolittle, seconded by Director Short and approved by the Board, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,



Sarah Johnson, General Manager & Board Secretary






1. JBWD MINUTES TEMPLATE 1st MEETING 04.03.24

Final Audit Report

2024-05-09

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