

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE TWENTYNINE PALMS WATER DISTRICT  
72401 HATCH ROAD, TWENTYNINE PALMS, CA 92277**

**April 26, 2023 / 4:00 P.M.**

Call to Order and Roll Call

Vice President Coghill called the Board meeting to order at 4:00 p.m. Those responding to roll call were, Michael Arthur, Bob Coghill, and Suzi Horn. Directors Carol Giannini and Randy Leazer were absent. Also present were General Manager Matt Shragge, Maintenance Superintendent Mike Minatrea, Treatment/Production Superintendent Robert Shelton, and District Secretary Cindy Fowlkes. Financial Consultant Cindy Byerrum was absent.

Pledge of Allegiance

Director Arthur led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

Retired Colonel CJ Horn, of Twentynine Palms, spoke to the professionalism of District staff and commended the General Manager, Matt Shragge, for his interview on the radio.

1. GIS Presentation by Balaji Kadaba

The Board was provided with an overview of the capabilities and proficiencies GIS will provide the District with a real-time demonstration. GIS is also available through a phone app so that designated employees would have access to the program anywhere and at any time. Reports can be customized and generated from the system. Field notes, photos, and videos can be uploaded while on site. Parcel information including size, ownership, and transactions are accessible. USA Dig Alerts can be processed through the system with automatic notifications in real time and accurate pinpointing of pipelines.

2. Approve Resolution 23-05 Amendment to Contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Twentynine Palms Water District

Staff recommends approving Resolution 23-05 as it is the final process in terminating the Fire Safety Plan.

Director Horn made a motion to approve Resolution 23-05 amendment to contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors of the Twentynine Palms Water District, seconded by Director Arthur, and approved by the following roll call vote:

Ayes: Directors Arthur, Horn, and Coghill  
Noes: None  
Abstain: None  
Absent: Directors Giannini and Leazer

3. Consideration of Resolution 23-06 Amedning the Late Fee Waiver Policy

At the previous Board meeting, Staff was asked to bring this waiver back after the Board agreed to change the four year stipulation to eighteen months.

Director Horn made a motion to approve Resolution 23-06 amending the Late Fee Waiver Policy, seconded by Director Arthur, and approved by the following roll call vote:

Ayes: Directors Arthur, Horn, and Coghill  
Noes: None  
Abstain: None  
Absent: Directors Giannini and Leazer

4. Review Proposals and Award Bid for Shade Structure Assembly  
Staff recommends accepting the lowest bid from S.R. Building Inc. All bids included prevailing wages. It was noted that \$160,000 was set aside for the entire project, and this will put the project \$38,412.00 over budget.

Director Horn made a motion to award the contract to S.R. Building Inc. in the amount of \$106,000, seconded by Director Arthur, and approved by the following roll call vote:

Ayes: Directors Arthur, Horn, and Coghill  
Noes: None  
Abstain: None  
Absent: Directors Giannini and Leazer

5. Consideration to Accept Mainline Extension  
Staff recommends accepting the Desert Knoll mainline extension. The contractor met the District standards and specifications for the installation of the extension.

Director Arthur made a motion to accept the Desert Knoll mainline extension seconded by Director Horn, and approved by the following roll call vote:

Ayes: Directors Arthur, Horn, and Coghill  
Noes: None  
Abstain: None  
Absent: Directors Giannini and Leazer

6. Consent Calendar

- Minutes of a Regular Meeting held on March 22, 2023
- Audit List

Director Horn, moved to approve the Minutes and Audit List, seconded by Director Arthur, and approved unanimously by all those present. Directors Giannini and Leazer were absent.

7. Items Removed from the Consent Calendar for Discussion or Separate Action  
None

8. Management Reports

8.1 Maintenance

Mike Minatrea reported that the District responded to 119 Underground Service Alerts, had 4 water main leaks, 0 water meter leaks, 1 service line leak, 1 fire hydrant repair/maintenance, installed 1 new service, replaced 6 customer gate valves, performed 0 leak audits, painted 29 fire hydrants, performed 6 customer

pressure checks, replaced 1 water meter, Tested and exercised emergency generators and sounded wells for March. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 788 work orders that were processed during the month. Shutoffs and green door hanger notices have decreased since monthly billing was implemented.

8.2 Water Quality

Robert Shelton reported water production was down 31.10% as compared to the same month in 2013. 40 routine and 15 special water samples were taken. All routine samples tested negative for Colilert. The fluoride variance of 3.0 mg/L will expire in March of 2023. All current wells meet the 2.0 mg/L standard fluoride variance set by the State Water Resource Control Board. All samples tested were below the variance.

8.3 Finance

Cindy Byerrum was absent. Matt reported the budget is at 67% for the year. Water sales are trending down, but capital impact fees have increased.

8.4 General Manager

Matt recognized Tim Goemio for 35 years of service. An employee recognition luncheon will take place in May for those employees celebrating employment milestones. Matt was on the Up Close show on the radio.

9. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

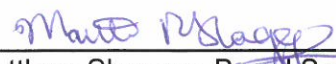
None

10. Adjournment

On motion by Director Horn, seconded by Director Arthur, and approved by the Board, the meeting was adjourned at: 4:52 p.m.

  
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Bob Coghill, Vice President  
Board of Directors

Attest:

  
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Matthew Shragge, Board Secretary  
Twentynine Palms Water District