

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

May 24, 2023 / 4:00 P.M.

Call to Order and Roll Call

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

Pledge of Allegiance

Cindy Byerrum led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. GIS/GEO Presentation by District Employees

Three employees attended a GEO Viewer Summit and learned about the advantages of having a GIS/GEO interface system.

Employees Russell Frechette and Samantha Russell spoke to the benefits of a GIS/GEO system and provided the Board with a summary of advantages that GIS brings to the District.

- Pictures, mapping, maintenance history, and access to data in the field is in real time
- Streamlines work orders and provides exact locations of the meters through GIS coordinates
- The system provides information regarding valve maintenance and the condition of the valve
- Communication is instant, accessible, and reduces redundancies in paperwork and data entry
- Displays hydrologic modeling
- It is an app that can be downloaded on cell phones
- Existing data is being sent to Nobel Systems for upload

2. Presentation of Draft for Fiscal Year 2023/2024 Annual Budget

Cindy Byerrum presented the Board with a draft budget for review. The next nine years are taken into consideration along with rate increases when fine tuning the budget. The following expenditures and capital improvement projects were noted:

- The year should end with positive cash flow to fund CIP
- Water sales will end the year with lower than expected sales
- 10% increase in ready to serve charges

- Capital impact fees, reimbursed expenses, and interest were conservatively budgeted
- 5-6% in expenses were budgeted
- Customer accounts are at 5%
- Labor and benefits projected to end the year a couple \$100,000 lower than expected, due to a loss of upper level staff
- Retiree medical is going up 68%
- Debt service interest is going down
- Total expenses decreased by 2%
- Minimum operating reserve goes up when spending goes up
- CIP includes – Well 11B chromium 6 treatment; completion of a finished water reservoir; purchase of a vacuum truck
- New trucks, lite towers, and material that were difficult to get will be rolled over from last budget
- Electric charging station – by 2024 CARB mandates that every other fleet vehicle purchased must be electric

3. Approve Directors to Attend the CSDA Annual Conference & Exhibitor Showcase (August 28, 2023 – August 31, 2023) and Provide Daily Meeting Stipend

Director Leazer made a motion to approve directors to attend the CSDA Annual Conference & Exhibitor Showcase and provide daily meeting stipend, seconded by Director Arthur, and approved by the following roll call vote:

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

4. Consent Calendar

- Minutes of a Regular Meeting held on April 26, 2023
- Audit List

Director Arthur, moved to approve the Minutes and Audit List, seconded by Director Leazer, and approved unanimously. Director Horn was absent.

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

6. Management Reports

6.1 Maintenance

Mike Minatrea reported that the District responded to 160 Underground Service Alerts, had 0 water main leak, 0 water meter leaks, 0 service line leaks, 0 fire hydrant repairs/maintenance, installed 4 new services, replaced 6 customer gate valves, performed 6 leak audits, painted 62 fire hydrants, performed 4 customer pressure checks, replaced 1 water meter, Tested and exercised emergency generators and sounded wells for April. 0 water waste inquiries were received. 1 AMI/AMR meter was replaced. There was a total of 731 work orders that were processed during the month. There was only 26 shutoffs for the month. Customer Service Representatives were acknowledged for their work in calling customers to remind them of past due bills.

6.2 Water Quality

Robert Shelton reported water production was down 33.35% as compared to the same month in 2013. 40 routine and 15 special water samples were taken. All routine samples tested negative for Colilert. 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.

6.3 Finance

Cindy Byerrum reported that \$146,000 is set to be transferred to PARS, but she recommends transferring it to CLASS, which is making 5%. The Board was in agreement.

6.4 General Manager

Matt recognized Rochelle Bowe for 35 years of service, Brian Peters for 15 years, and Cindy Fowlkes for 10 years of service. Employees were recognized at an employee recognition luncheon. Matt and Cindy attended a tour of the Hi Desert Water District sewer treatment plant. Matt thanked staff, Board, his family, consultants, and the ratepayers for his first year as a General Manager.

7. Closed Session: Public Employee Performance Evaluation (Per Government Code § 54957)

Title: General Manager

Director Giannini moved to enter closed session at 5:11 p.m., seconded by Director Arhtur, and unanimously approved.

The Board returned to open session at 6:33 p.m. Director Coghill announced there was no reportable action

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

None

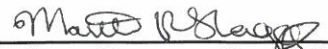
9. Adjournment

On motion by Director Giannini, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 6:34 p.m.



Bob Coghill, Vice President
Board of Directors

Attest:



Matthew Shragge, Board Secretary
Twentynine Palms Water District