

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

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

Call to Order and Roll Call

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

Pledge of Allegiance

Karalee Hargrove led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

Employee, Steve Gurney, on behalf of District staff, thanked the Board for the COLA increase.

1. Discussion and Approval of Agreement between Utility Cost Management LLC. (UCM) and the Twentynine Palms Water District to Provide Utility Bill Analysis Services

Staff recommends signing the agreement with UCM to provide utility bill analysis services at no cost to the District. UCM only receives compensation after the client receives refunds or savings as a direct result of their work. The District stands to gain 58% credit or refund based on any overcharges found from utility companies. UCM will receive 42% of any refund.

Director Arthur made a motion to approve the agreement between Utility Cost Management LLC. and the District to provide utility bill analysis services, seconded by Director Leazer, and unanimously approved.

2. Consent Calendar

- Minutes of a Regular Meeting held on June 28, 2023
- Audit List

Director Coghil, moved to approve the Minutes and Audit List, seconded by Director Horn, and approved unanimously by all those present.

3. Items Removed from the Consent Calendar for Discussion or Separate Action

None

4. Management Reports

4.1 Maintenance

Mike Minatrea reported that the District responded to 85 Underground Service Alerts, had 0 water main leaks, 4 water meter leaks, 1 service line leak, 0 fire hydrant repairs/maintenance, installed 1 new service, replaced 7 customer gate valves, performed 6 leak audits, painted 0 fire hydrants, performed 6 customer pressure checks, replaced 2 water meters, Tested and exercised emergency generators and sounded wells for May. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 817 work orders that were processed during the

month. Shut-offs have diminished due to new staff procedures and monthly billing. Staff places calls to those with delinquent bills prior to shutting off their water.

4.2 Water Quality

Mike reported water production was down 21.83% as compared to the same month in 2013. 40 routine and 20 special water samples were taken. All special 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.

4.3 Finance

Matt reported that the budget is at 92%, with 83% expenditures and water sales at 75%. There is \$4.6 million in CLASS earning 5.25%. Pacific Western Bancorp has merged with Banc of California and will operate under the name Banc of California.

4.4 General Manager

Matt reported the new pay meter station was installed and is up and running. Staff was thanked for their work on the project. The shade structures have been completed. Two more panels will be added and installed on the west side. A 2" water line along the highway has been replaced. New staff members put in 800' of pipeline. The Fire Safety CalPERS Plan has been paid off. The District is now fully staffed with several new hires. The GIS system is in the process of being implemented.

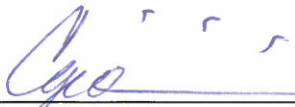
5. Future Agenda Items and Staff Tasks/Directors' Comments and Reports

Director Horn addressed the Board and announced her resignation with the deepest regret. She applauded staff for being friendly, courteous, and dedicated to the District. Like the time Tim Gomieo responded to a water leak at 4:30 a.m. and took the time to explain the situation to her. Director Horn thanked staff for making her feel like family. She will truly miss living in Twentynine Palms and her District family.

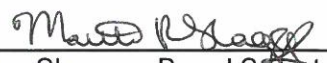
Matt Shragge presented Director Horn with an award of appreciation for her service as a Board of Director of the District for the past ten years, eight of which was representing the District as the JPIA Director for the Association of California Water Agencies Joint Powers Insurance Authority, and five years as Vice-President of the Twentynine Palms Water District.

6. Adjournment

On motion by Director Horn, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 4:33 p.m.

  
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Carol Giannini, President  
Board of Directors

Attest:

  
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Matthew Shragge, Board Secretary  
Twentynine Palms Water District