

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

October 25, 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 Coghill, Carol Giannini, Randy Leazer, and Amy Woods. 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

Sam Moore led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Review and Adjust Board Meeting Schedule for November and December
Each year the Board reviews the schedule for the upcoming holidays and adjusts the meeting dates accordingly.

Director Coghill made a motion to adjust the November and December Board meetings to November 15th and December 20th, seconded by Director Leazer, and approved unanimously.

2. Discussion of Utility Bill Analysis from Utility Cost Management (UCM)
The District entered into an agreement with UCM to analyze all of the District's electric accounts with Southern California Edison, at no cost to the District as UCM is compensated on a contingency fee basis. It was determined that the District is being billed appropriately under applicable tariffs and regulations.

Electrical costs at the Treatment Plant is approximately \$18,000-\$21,000 a month, with booster stations at approximately \$3,000 per month per station. The District has had discussions with solar companies in the past, and it was determined that the benefit versus the cost was not advantageous to the District given its size.

After discussion, the Board directed staff to re-visit the cost effectiveness of solar.

3. Review Proposals and Award Bid for the Local Hazard Mitigation Plan (LHMP) Update
The District reached out to emergency management contractors and engineering companies for bids to update the District's Local Hazard Mitigation Plan. Only two proposals were submitted. Approval of the LHMP by the State of California Office of Emergency Services is necessary for the District to be eligible for Federal funding assistance under a declared FEMA emergency. Plans are required to be updated every five years.

Director Arthur made a motion to award the Local Hazard Mitigation Plan update to Sturdivan Emergency Management LLC in the amount of \$42,500.00, seconded by Director Leazer, and approved unanimously.

4. Consent Calendar

- Minutes of a Regular Meeting held on September 27, 2023
- Audit List

Director Woods, moved to approve the Minutes and Audit List, seconded by Director Arthur, and approved unanimously.

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 62 Underground Service Alerts, had 0 water main leaks, 0 water meter leaks, 1 service line leak, 1 fire hydrant repair/maintenance, installed 2 new services, replaced 4 customer gate valves, performed 3 leak audits, painted 0 fire hydrants, performed 3 customer pressure checks, replaced 6 water meters, Tested and exercised emergency generators and sounded wells for September. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 798 work orders that were processed during the month. The District has received insurance money for the fire hydrant repair on Desert Quail.

6.2 Water Quality

Robert reported water production was down 13.95% as compared to the same month in 2013. 40 routine and 9 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.

6.3 Finance

Matt reported sales at 20% with the budget at 17% of the year. Expenses are tracking at 15%.

6.4 General Manager

Matt attended the Pelican Club meeting and had the opportunity to speak with Sheriff Shannon Dikus. The auditors were onsite earlier in the month. Director Coghill was chosen for an audit interview. A completed audit will be presented to the Board in the near future. Jesse Cota, Senior Risk Control Adviser, with ACWA/JPIA was on site for the yearly risk management assessment. Matt attended the annual Water Systems Alliance meeting this month. Matt is sitting on an external committee for Joshua Basin's LHMP. The District's concerns are being heard as the community of Twentynine Palms was mentioned as an example by the State Water Board regarding the difficulty in achieving the statewide conservation goals, as landscape irrigation and turf is not prevalent in the Twentynine Palms area.

7. Closed Session – Conference with Labor Negotiations Pursuant to Government Code Section §54957.6

Agency Negotiators: Board President

Unrepresented Employee: General Manager

Director Woods moved to enter closed session at 4:30 p.m., seconded by Director Coghill, and unanimously approved.

The Board returned to open session at 6:36 p.m. Director Giannini announced there was no reportable action.

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

Director Giannini recognized Mike Minatrea for 30 years of service to the District.


9. Adjournment

On motion by Director Woods, seconded by Director Arthur, and approved by the Board, the meeting was adjourned at: 6:38 p.m.



Carol Giannini, President
Board of Directors

Attest:



Matthew Shragge, Board Secretary
Twentynine Palms Water District