

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

**March 27, 2024 / 4:00 P.M.**

Call to Order and Roll Call

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

Pledge of Allegiance

Scott Nelsen led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration of Resolution 24-02 Intention to Continue Currently Existing Water Availability Assessments of the Twentynine Palms Water District in the Upcoming Fiscal Year 2024/2025  
Staff recommends approving Resolution 24-02.

Director Arthur made a motion to adopt Resolution 24-02 intent to continue currently existing Water Availability Assessments of the Twentynine Palms Water District in the upcoming fiscal year 2024/2025, seconded by Director Woods, and approved by the following roll call vote:

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

2. Nomination for Regular Special District Member of the Local Agency Formation Commission (LAFCO) for San Bernardino County  
Staff recommends nominating Dr. Kimberly Cox.

Director Leazer made a motion to nominate Dr. Kimberly Cox as the Special District member of the San Bernardino County LAFCO, seconded by Director Arthur, and approved by the following roll call vote:

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

3. Review and Award Engineering Services for Redundant Treated Water Reservoir and Booster Pump Station Project at the Fluoride Removal Plant

The District received two bids with a significant difference in fee proposals. A review team was assembled with Marina West of Big Horn Desert View Water Agency, Michael Thomas of Engineered Solutions Group, and Matt Shragge. Both bids were scored in accordance to the criteria set in the RFP. Staff recommends awarding Albert A. Webb Associates the contract as they scored higher in the reference checks and project approach, finishing the project sooner and at less cost to the District. Staff also recommends including an additional 15% contingency for future unknowns.

Director Arthur made a motion to award engineering services to Albert A. Webb Associates in the amount of \$216,669.00, for the redundant treated water reservoir and booster pump station project at the Fluoride Removal Plant, and not to exceed \$250,000, seconded by Director Leazer, and approved by the following roll call vote:

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

4. Formation of an Ad Hoc Committee for Employee MOU Contract

Staff believes the formation of an Ad Hoc committee would be beneficial to the District and employees in negotiating a successor MOU.

Director Coghill made a motion to nominate Directors Leazer and Giannini for the Employee MOU Contract Ad Hoc committee, seconded by Director Arthur, and approved by the following roll call vote:

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

5. Consent Calendar

- Minutes of a Regular Meeting held on February 28, 2024
- Audit List

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

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

None

7. Management Reports

7.1 Maintenance

Mike Minatrea reported that the District responded to 45 Underground Service Alerts, had 1 water main leak, 0 water meter leaks, 1 service line leak, 1 fire hydrant repair/maintenance, installed 2 new services, replaced 0 customer gate valves, performed 4 leak audits, painted 29 fire hydrants, performed 6 customer pressure checks, replaced 1 water meter, Tested and exercised emergency generators and sounded wells for February. 0 water waste inquiries were received. 0 AMI/AMR meters were replaced. There was a total of 637 work orders that were processed

during the month. Consumption was down at the pay meter station by 7% compared to the same time last year. Staff was thanked for their hard work on a water main leak repair.

7.2 Water Quality

Robert reported water production was down 12.78% as compared to the same month in 2013. 40 routine and 11 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.

7.3 Finance

Scott reported on January's financials. The PL Summary report indicated the District is at 61% for operating and debt services. A draft budget will be brought to the Board in May with budget adoption in June. CIP fees will be improved by the impending new car wash and hotel.

7.4 General Manager

Matt thanked Michael Thomas from Engineered Solution Group (ESG) for his work on the RFP for the redundant water reservoir and booster pump station project. District staff was thanked for their hard in assisting a contractor with a mainline tie in. Matt will be with the Community Water Assistance Alliance in Sacramento on April 17<sup>th</sup>. The new chromium 6 standard will be approved by the California State Water Resources Control Board. The emergency generators are on site. Matt attended the City Council meeting last night and met the new City Manager, Stone James.

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

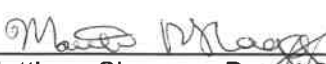
Director Woods thanked Matt Shragge for informing her, in mid-March, that a building at the transportation department was on fire. She also thanked the Fire Department and all those who rushed to assist.

9. Adjournment

On motion by Director Woods, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 4:32 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