

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

**January 22, 2025 / 4:00 P.M.**

Call to Order and Roll Call

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. 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

Matthew Shragge led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Presentation and Consideration to Receive and File the Twentynine Palms Water District's Fiscal Year 2023/2024 Audited Financial Statements

Brandon Ferrell with Eadie and Payne presented the audited financial statements for the fiscal year ending June 30, 2024. Brandon reported the District was transparent and had one noted material deficiency with the storage of check stock which has been rectified. There were no disagreements with management, and the financial statements presented fairly in accordance to GAAP. The following items were mentioned:

The District's total assets were up \$600k+  
Total liabilities was up slightly due to OPEB liability  
There was a 150k less in net position due to a decrease in water sales  
Investment revenues were up  
The District paid 1.3 million to terminate the Fire Department

Director Arthur made a motion to receive and file the Twentynine Palms Water District's Fiscal Year 2023/2024 Audited Financial Statements, seconded by Director Leazer, and approved as follows.

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

2. Consideration of Resolution 25-01 Adopting Annual Statement of Investment Policy

The Annual Statement of Investment policy authorizes the District to invest funds, outlines criteria for such investments, and stipulates reporting guidelines. The District invests in California CLASS and LAIF funds.

Director Woods made a motion to approve Resolution 25-01 adopting Annual Statement of Investment Policy, seconded by Director Arthur, and approved by the following roll call vote:

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

3. Consent Calendar

- Minutes of a Regular Meeting held on December 18, 2024
- Audit List

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

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

5. Management Reports

5.1 Maintenance

Mike reported that the District responded to 78 Underground Service Alerts, had 0 water main leaks, 3 water meter leaks, 2 service line leaks, 1 fire hydrant repair/maintenance, installed 1 new service, replaced 14 customer gate valves, performed 6 leak audits, painted 0 fire hydrants, performed 5 customer pressure checks, replaced 5 water meters, Tested and exercised emergency generators and sounded wells for December. 0 water waste inquiries were received. There was a total of 589 work orders that were processed during the month.

5.2 Water Quality

Robert reported water production was down 1.15% as compared to the same month in 2013. 50 routine and 13 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.

5.3 Finance

Cindy Byerrum reported on the month of November through year end. The budget is tracking as expected with Revenues at \$1.1 million, at 80% of the fiscal year budget. Revenues were projected to be \$1.2 million.

5.4 General Manager

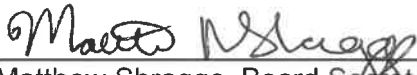
Matt reported that District staff has been informed by the Registrar of Voters that the new Board member will be appointed on the 28th. Matt attended the ACWA Region 9 board meeting and tour of Mission Springs Water District. Matt will be meeting with the City Planner for a discussion on future housing projects. The District ran an emergency generator at one of the well sites for testing purposes. Matt and City Manager Stone James have been in contact regarding emergency services and the power outages due to the wild fires. CalWARN (California Water/Wastewater Agency Response Network) sent out an email blast requesting

help with USA (Dig Alert) tickets. Matt reached out to the requesting party's General Manager and the request was filled by closer CalWARN members.

6. Future Agenda Items and Staff Tasks/Directors' Comments and Reports  
Director Woods would like to have an annual interagency communication meeting with the City. She would also like the agenda to include discussion on Board member benefits.
7. Adjournment  
On motion by Director Woods, seconded by Director Leazer, and approved by the Board, the meeting was adjourned at: 4:25 p.m.

  
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Bob Coghill, President  
Board of Directors

Attest:

  
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Matthew Shragge, Board Secretary  
Twentynine Palms Water District