

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

**February 26, 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 Larry Bowden, Bob Coghill, Randy Leazer, and Amy Woods. Michael Arthur 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

Director Bowden led the pledge.

Additions/Deletions to the Agenda

Agenda Item #5 Discussion of Health Benefits for the Board of Directors will be tabled to a later date when all Board members are present.

Public Comments

None

1. Appointment by San Bernardino County Board of Supervisors to Fill Vacant Board Seat  
Larry Bowden was welcomed to the Board and thanked for his interest in serving the community. He was appointed to a four year term in lieu of election by the Board of Supervisors in January 2025.

2. Approval of Professional Service Agreement and Engagement Letter for Financial and Accounting Services  
Current Financial Consultant, Cindy Byerrum, is retiring after working with the District since 2013. Starting Line Advisory is very familiar with the District and its operations with its employees having provided 10 years of accounting and financial services for the District. Ian Berg and Scott Nelsen were in attendance to answer any questions and thanked the Board for the opportunity to serve the District.

Director Leazer made a motion to approve the professional service agreement with Starting Line Advisory for financial and accounting services, seconded by Director Woods, and approved by the following roll call vote:

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

3. Review Proposals and Award Bid to Purchase a 330 Kw Emergency Generator Trailer  
Staff recommends purchasing the generator through Energy Management Corporation. This generator will replace the generator that was previously stolen. The recovered generator underwent extensive repairs but is not fully functional and unable to run heavy loads. It will be used for smaller sites. The District's out of pocket expense is \$86,200, with ACWA JPIA paying the remaining balance.

Director Woods made a motion to approve the purchase of a 330 Kw Generac emergency generator trailer from Energy Management Corporation in the amount of \$187,284, seconded by Director Leazer.

After further discussion, Director Woods moved to amend the motion to insert “with money from the vehicle CIP replacement fund” after \$187,284.00, Director Bowden seconded, and the motion was approved by the following roll call vote:

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

4. Consideration and Possible Approval for Purchase of a EH WACHS Valve Exerciser  
Staff recommends the diesel EH Wachs Standard LX Skid Mount in the amount of \$99,648.70.

Director Leazer made a motion to approve the purchase of the EH WACHS Standard LX Skid Mount diesel valve exerciser in the amount of \$90,648.70, seconded by Director Bowden, and approved by the following roll call vote:

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

5. Discussion of a Health Insurance Feasibility Study for the Board of Directors  
This item has been tabled until all Board members are present.

6. Discussion of Joint Meeting with the Twentynine Palms City Council  
City Manager, Stone James was in attendance to answer any questions. Mr. James addressed the Board and suggested an ad hoc committee consisting of two city council members and two water district board members to discuss issues that relate to both the City and the Water District.

After discussion, the Board was in agreement to place the formation of an ad hoc committee on a future agenda.

7. Consent Calendar
- Minutes of a Regular Meeting held on January 22, 2025
  - Audit List

Director Leazer moved to approve the Minutes and Audit List, seconded by Director Woods, and approved. Director Arthur was absent and Director Bowden abstained.

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

9. Management Reports

9.1 Maintenance

Mike reported that the District responded to 157 Underground Service Alerts, had 1 water main leak, 2 water meter leaks, 0 service line leaks, 0 fire hydrant repairs/maintenance, installed 1 new service, replaced 13 customer gate valves, performed 6 leak audits, painted 0 fire hydrants, performed 4 customer pressure checks, replaced 3 water meters, Tested and exercised emergency generators and sounded wells for January. 0 water waste inquiries were received. There was a total of 553 work orders that were processed during the month.

9.2 Water Quality

Robert reported water production was down 18.23% as compared to the same month in 2013. 40 routine and 15 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.

9.3 Finance

Cindy Byerrum reported on December's financials. Cindy thanked the Board for the opportunity to serve the District for the last 13 years. She is leaving the District in good hands with Starting Line Advisory.

9.4 General Manager

Matt reported he attended the Board of Supervisors meeting for the appointment of Larry Bowden. Matt took part in the Joshua Tree National Park's mass casualty event with City Manager, Stone James. The event was well attended by various emergency management services. Matt was on the Up Close show on Thursday. Matt attended Supervisor Dawn Rowe's monthly meeting. Matt thanked Cindy Byerrum for her years of service and friendship to the Twentynine Palms Water District.

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

Director Leazer would like to see a purchase policy that includes local vendor preference.

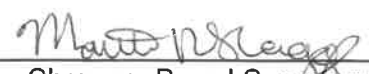
Director Coghill reminded the Board that the CSDA conference is in August.

11. Adjournment

On motion by Director Bowden, seconded by Director Woods, and approved by the Board, the meeting was adjourned at: 4:40 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