

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

October 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 Directors Larry Bowden, Bob Coghill, Randy Leazer, and Amy Woods. Director Arthur was absent. Also present were General Manager Matt Shragge, Superintendent Mike Minatrea, Financial Consultant Scott Nelsen, and District Secretary Cindy Fowlkes. Treatment/Production Superintendent Robert Shelton was absent.

Pledge of Allegiance

Matt Green led the pledge.

Additions/Deletions to the Agenda

None

Public Comments

None

1. Consideration of Resolution 25-11 Designating General Manager as Authorized Representative to Apply for State Water Resource Control Board Planning Application for Funding for the Well 11B Drinking Water Treatment Project

Staff recommends the Board approve Resolution 25-11. The well is currently off-line with high natural occurring arsenic, fluoride, and hexavalent chromium. The planning application would help fund the desktop study with Kennedy Jenks to identify the most optimal treatment alternatives for removing the constituents.

Director Woods made a motion to approve Resolution 25-11 designating the General Manager as authorized representative to apply for State Water Resource Control Board planning application for funding for the Well 11B Drinking Water Treatment Project, 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

2. Formation of an Ad Hoc Committee for Shared Services

Staff recommends the approval of an Ad Hoc Committee for Shared Services.

Director Woods made a motion to form a Shared Services Ad Hoc Committee, seconded by Director Bowden, and approved unanimously by all those present. Director Arthur was absent.

Director Bowden showed interest in serving on the committee. The Board agreed to appoint members at a later date when all the Board is present.

3. Discussion of Project Bids for the Redundant Treated Water Reservoir and Booster Pump Station

Staff is looking for direction from the Board on how to move forward. All four bids received were over the engineer's estimate.

The Board agreed to proceed with the project, with additional funds coming from reserves. Staff will bring recommendation for award at the next Board meeting.

4. Consent Calendar

- Minutes of a Regular Meeting held on September 24, 2025
- Audit List for July and August

Director Woods moved to approve the Minutes and Audit List, seconded by Director Leazer, and approved unanimously by all those present. Director Arthur was absent.

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

None

6. Management Reports

6.1 Maintenance

Mike reported that the District responded to 80 Underground Service Alerts, had 1 water main leak, 4 water meter leaks, 0 service line leaks, 1 fire hydrant repair/maintenance, installed 1 new service, replaced 10 customer gate valves, performed 9 leak audits, painted 0 fire hydrants, performed 3 customer pressure checks, replaced 7 water meters, Tested and exercised emergency generators and sounded wells for September. 0 water waste inquiries were received. There was a total of 772 work orders processed during the month.

6.2 Water Quality

Mike reported water production was down 4.11% as compared to the same month in 2013. 50 routine and 14 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

Scott Nelsen reported on the August financials. Capital impact fees are trending at 29% of budget, expecting to exceed the amount budgeted. Labor and Benefits are trending on track. Board of Directors' expense is up due to attendance at the CSDA Conference.

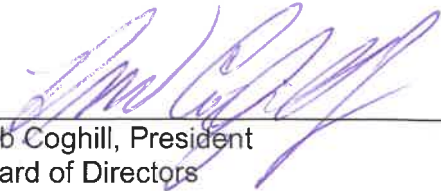
6.4 General Manager

Matt reported there were three new openings with one position being filled. Staff is using the GIS work order integration system to go paperless. The Rate Study is ongoing with a draft expected soon. The Audit will begin next week. The annexation of 40 acres into District boundaries will be completed next week. Matt acknowledged employee anniversaries. Mike Minatrea has been at the District for 32 years this month, with Robert Shelton celebrating 30 years this last April. Matt congratulated Jake Hu for his promotion to Service Worker II and Tyler Russell for his promotion to Treatment Plant Operator I.

7. Future Agenda Items and Staff Tasks/Directors' Comments and Reports
Director Woods applauded District staff for their proactivity in planning for possible disasters.

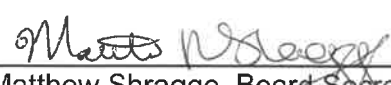
Director Coghill would like a discussion on Ad Hoc committee rules.

8. Adjournment
On motion by Director Bowden, seconded by Director Woods, and approved by the Board, the meeting was adjourned at: 4:57 p.m.



Bob Coghill, President
Board of Directors

Attest:



Matthew Shragge, Board Secretary
Twentynine Palms Water District