

MINUTES OF THE REGULAR BOARD MEETING

BOARD OF DIRECTORS
INDIAN WELLS VALLEY WATER DISTRICT

JUNE 10, 2024

The Regular Meeting of the Board of Directors of the Indian Wells Valley Water District was called to order by Vice President Saint-Amand at 4:30 p.m. in the Board of Directors Hearing Room, 500 West Ridgecrest Boulevard, Ridgecrest, California. **CALL TO ORDER**

The Pledge of Allegiance was led by Chuck Griffin. **PLEDGE**

DIRECTORS PRESENT: Vice President David C.H. Saint-Amand **ROLL CALL**
Director Mallory J. Boyd
Director Charles D. Griffin
Director Stan G. Rajtora

DIRECTORS ABSENT: President Ronald R. Kicinski

STAFF PRESENT: George Croll, General Manager
Jim Worth, Attorney
Jason Lillion, Operations Manager
Renée Morquecho, Chief Engineer
Tyrell Staheli, Chief Financial Officer
Lauren Smith, Recording Secretary

AGENDA DECLARATION **AGENDA**
Recording Secretary, Lauren Smith, reported that the agenda for today's **DECLARATION**
Regular Board Meeting was posted on Thursday, June 6, 2024.

CONFLICT OF INTEREST DECLARATION **CONFLICT OF**
Vice President Saint-Amand stated his opinions shared during this **INTEREST**
meeting are his own and do not necessarily reflect the opinions of his
employer, nor the Board.

PUBLIC QUESTIONS AND COMMENTS ON CLOSED SESSION **PUBLIC**
None. **COMMENTS**

With no further Board or Public comments, Vice President Saint-Amand recessed the meeting and adjourned to Closed Session at 4:31 p.m.

CLOSED SESSION **CLOSED**
The meeting was reconvened in Closed Session at 4:36 p.m. **SESSION**

Closed Session was adjourned at 5:39 p.m.

The meeting was reconvened to Open Session at 6:00 p.m.

No action was taken that requires disclosure under the Brown Act.

PUBLIC QUESTIONS AND COMMENTS

**PUBLIC
COMMENTS**

The Board heard public comment from Mike Neel.

PRESENTATION BY CLEAN ENERGY CAPITAL (CEC)

**PRESENTATION
BY CEC**

Clean Energy Capital provided a presentation on estimated costs for the imported water pipeline. (Available on District's website.)

The Board heard public comment from Mike Neel, Renee Westa-Lusk, and Donna Hocker.

Director Griffin directed staff to provide a study based off this report regarding the fiscal impact to rate payers and provide at the July Board meeting.

MOTION: was made by Director Griffin and seconded by Director Boyd to submit the final CEC report and groundwater shortage report to the IWVGA. The safe yield report to also be submitted if ready. Staff to also upload reports to the Department of Water Resources (DWR) Sustainable Groundwater Management Authority (SGMA) online portal. Motion was carried, unanimously by the following roll call vote:

President Kicinski:	Absent
Vice President Saint-Amand:	Aye
Director Boyd:	Aye
Director Griffin:	Aye
Director Rajtora:	Aye

CONSENT CALENDAR

**CONSENT
CALENDAR**

MOTION: was made by Director Griffin and seconded by Director Boyd approving the Minutes of the May 13, 2024, Regular Board Meeting, May 14, 2024, Special Board Meeting, May 22, 2024, Special Board Meeting, June 4, 2024, Special Board Meeting, and Payment of Accounts Payable totaling \$752,641.87. Motion was carried, unanimously. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

PLANT & EQUIPMENT COMMITTEE

**P&E CM:
DEDICATION OF
FACILITIES**

Staff presented dedication documents to the Board for a new pipeline installed on E. Kendall Avenue and Lumill Street to serve APN 343-200-26. The developer installed 666± L.F. of 12-inch PVC and 50± L.F. of 8-inch PVC along with a fire hydrant to serve their parcel. The total value of the new facilities is \$85,476.00.

MOTION: was made by Director Rajtora and seconded by Director Griffin accepting the dedication of the new facilities on E. Kendall Avenue and Lumill Street, total value of \$85,476.00. Motion was carried, unanimously by the following roll call vote:

President Kicinski:	Absent
Vice President Saint-Amand:	Aye
Director Boyd:	Aye
Director Griffin:	Aye
Director Rajtora:	Aye

FINANCE COMMITTEE

FINANCE CM:
2024-2025
BUDGETS

The 2024-2025 General Fund and Capital Improvements and Projects budget proposals were presented to the Board. The District's financial goals are to have a balanced budget in which revenues exceed expenses, have positive cash flow, meet debt service obligations. Due to leveling revenues outside of the GA Fees, inflationary cost increases of operating expenses, and significant capital projects, the District will not meet the first of these goals. The District will meet its debt service obligation and has incurred new debt or grant funding for capital projects. The proposal projects revenues at \$16,879,838 and expenses at \$18,230,578 for a difference in which expenses exceed revenues by \$1,350,740. Mr. Staheli reviewed specific budget changes compared to the 2023-2024 Fiscal Year General Fund Budget with the Board.

MOTION: was made by Director Griffin and seconded by Director Boyd approving the 2024-2025 General Fund and Capital Projects Budget as presented. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

The Board reviewed a proposal for migrating bill payment processing from Springbrook's CivicPay to Springbrook's third-party partner, Xpress Bill Pay, to provide a more robust payment platform for minimal cost increase. **PAYMENT PROCESSOR**

Mr. Staheli discussed the benefits available to the customers through Xpress Bill Pay.

The Board heard public comment from Renee Westa-Lusk.

MOTION: was made by Director Boyd and seconded by Director Griffin approving switching the District's payment processor to Xpress Bill Pay. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

ADMINISTRATION/EXECUTIVE COMMITTEE

ADMIN/EXEC CM: ORG CHART

The Board reviewed the proposed organizational chart revisions. The revisions include changing the title of the Executive Secretary to Executive Assistant and moving the position under the management of the Chief Financial Officer. The other suggested revision is a title change to the Administrative Assistant title to HR Specialist/Clerk of the Board.

MOTION: was made by Director Boyd and seconded by Director Griffin approving the changes made to the District's Organizational Chart as presented. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

The Board reviewed the proposed changes to the job descriptions for the Associate Engineer, Warehouse Administrator, and the SCADA/IT Administrator. The Associate Engineer and SCADA/IT Administrator job descriptions included random drug screening; however, non-DOT (Department of Transportation) employees are not legally allowed to be subjected to random screenings without probable cause. The Warehouse Administrator is a DOT employee and requires random drug screening per the FMCSA (Federal Motor Carrier Safety Administration). **JOB DESCRIPTIONS**

MOTION: was made by Director Boyd and seconded by Director Griffin approving the changes made to the aforementioned job descriptions as presented. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

Per Senate Bill (SB) 553, employers under the California Division of Occupations Safety and Health's (Cal/OSHA) jurisdiction must develop and implement a Workplace Violence Prevention Plan (WVPP) by July 1, 2024. The Board reviewed the draft WVPP. WVPP

The Board heard public comment from Mike Neel.

The Board discussed the option for employees and a Concealed Carry Weapon (CCW). Topic to be added to the July Workshop agenda for discussion.

MOTION: was made by Director Boyd and seconded by Director Griffin approving the Workplace Violence Prevention Plan (WVPP) as presented, to be implemented by July 1st. (Ayes: Boyd, Griffin, Rajtora, Saint-Amand. Nays: None. Absent: Kicinski.)

INDIAN WELLS VALLEY GROUNDWATER AUTHORITY (IWVGA)

The Board discussed action items from the May 15th meeting, including:

- Report on Board Member referral regarding Little Lake
- Public Service Announcement regarding the groundwater adjudication lawsuit filed by the IWVWD and the impact on small domestic well owners in the IWV

IWVGA

The next IWVGA meeting and Public Hearing is scheduled for June 12th.

The IWVGA was provided with the draft Cost Analysis report from CEC and feedback was requested, none received.

The Board heard public comment from Mike Neel.

COMPREHENSIVE ADJUDICATION

Jim Worth stated the next Adjudication Hearing is scheduled for Friday, June 14th at 1:30 p.m. The Judge will hear and consider the following items:

**COMPREHENSIVE
ADJUDICATION**

- Searles Valley Minerals to set the Phase 2 trial regarding safe yield
- Case Management Order with respect to Phase 1, which will set all the pre-trial dates and deadlines
- Order to show cause, if anyone wants to object to the Board setting the boundary of the basin

IWVGA's preliminary injunction against Mojave Pistachios is set to be heard on June 14th at 9:00 a.m.

GENERAL MANAGER AND STAFF UPDATE

George Croll reported the monthly water data for May. Water produced: 152,685,400 gallons, water consumed: 174,134,00 gallons (11% commercial, 4% other, 85% residential), and estimated loss 9,148,275 gallons (which is water lost to meter inaccuracy, flushing, and theft, etc.)

**GENERAL
MANAGER AND
STAFF UPDATE**

The Board unanimously agreed to schedule the mid-year Board Workshop on July 18, 2024; 8:00 a.m. - 11:00 a.m.

**MID-YEAR
BOARD
WORKSHOP**

No updates provided.

BOARD
W.S. UPDATES

A pre-construction meeting with both the contractor and CalTrans is being scheduled for the week of the 17th. The contractor expects to mobilize mid-July. NW TRANSM.
PIPELINE

All requested documents have been provided to the State and/or uploaded to the FFAST (Financial Assistance Application Tool) system. The estimate is an agreement with the State for both projects by the end of July. CONSOLIDATION
PROJECTS

The estimated year-to-date revenues as of May 31, 2024, are \$13,741,845 and expenses are \$14,979,519. Expenditures exceeded revenues by \$1,237,673, which is over budget by \$171,535. To date, the District has paid \$14,018,816 in GA Fees to the Groundwater Authority. FINANCIAL
STATUS

Mr. Staheli reported on the following conservation items: CONSERVATION
State Water Resources Control Board (SWRCB) Water Waster Report - there have been eight water waste reports received with eight contacts made. There has been one formal Second Notice and one penalty issued.

Plant 2 is online at half capacity. District has received the delivery of the Filtronics media. Pureflow has a offered a variation to the media currently spec'd to be replaced, the District is evaluating the efficacy of the proposed media. ARSENIC
TREATMENT

Mr. Lillion reported for the month of April & May, eight services were repaired and 53 were replaced. The NO-DES truck made four runs in May. Since inception, the NO-DES truck has filtered 9,323,601 gallons. 47 valves were exercised. OPERATIONS

BOARD COMMENTS/FUTURE AGENDA ITEMS

**BOARD
COMMENTS**

Director Boyd thanked CEC for their expert advice. He also thanked the operational staff for their hard-work responding to the recent large leak in the early hours of the morning.

Jason Lillion and Vice President echoed the comments regarding the operational and water supply staff.

ADJOURNMENT

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Lauren Smith
Recording Secretary

APPROVED: JULY 8, 2024