

**Minutes of the Budget Meeting
of the Board of Directors
Juniper Riviera County Water District**

THURSDAY, JULY 18, 2024

The Board of Directors of the Juniper Riviera County Water District met in session. Held the regular meeting at the regular meeting place, 25715 Santa Rosa Road, Apple Valley, California. The meeting was called to order at 6:02 P.M. BOD President D'orio led the Pledge of Allegiance.

ROLL CALL:

DIRECTORS PRESENT: President D'orio, Vice-President Pace, and West. General Manager Smith, Executive Assistant Casey, Operations Manager Logsdon, and Maintenance Worker Chormicle are also in the district office.

ABSENT: Director Walker

PUBLIC PRESENT: None

PUBLIC COMMENT:

None.

PUBLIC HEARING:

1. Director West made a motion to open the public hearing meeting. Second by Vice-President Pace.
2. **Standby Assessments FY 2024-25, Resolution #361:** The Board of Directors discussed the Standby Assessments for the upcoming fiscal year 2024-2024 and Resolution #361 to collect the Standby Fees.
3. **Budget FY 2024-25:** The Board of Directors reviewed the fiscal year 2024-2024 budget.
4. **Board Vacancy:** The Board of Directors discussed the Board Vacancy. At the same time, Operations Manager Logsdon read out loud the documentation that outlines the process to become a board member, including the application and resume. General Manager Smith confirmed with the Board that the information is available at the district office and posted on the water district's website. Mr. Smith informed the Board that as of July 18, 2024, only a single individual has submitted paperwork to the office.
5. Director West motioned to close the public hearing at 6:32 p.m.
6. Roll Call Vote: Ayes; President D'orio, Vice-President Pace, Director West. Nays: None. Absent: None. Abstain: None. The Standby Assessments and Budget for fiscal year 2024-2025 passes 3-0.

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CONSENT LIST:

1. **June 20 and June 27 Meetings:** The meeting minutes for June 20 and June 27, 2024, were reviewed. Vice-President Pace motioned to approve the minutes presented to the Board of Directors. Second by Director West. Ayes: All. Nays: None. Absent: None. Abstain: None.
2. **Accounts Payable/Pay Warrants:** Vice-President Pace motioned to approve the accounts payable. Seconded by Director West. Ayes: All. Nays: None. Absent: None. Abstain: None.

GENERAL MANAGER REPORT:

1. **CALENDAR YEAR 2024 EFFICIENCY-PRODUCTION REPORT:** General Manager Smith informed the BOD that all water samples in June 2024 came back absent for contamination. The GM briefed the BOD on the production of the water system, noting that the water district averages 94.74%.
2. **WATER SYSTEM OPERATIONS/MAINTENANCE UPDATE:** The General Manager informed the BOD of the field maintenance work. There were no water service installations. The office projects include replacing the carpet and painting the interior walls. New customer files are being created with additional filing cabinets to help increase the efficiency and flow of office work. The General Manager confirmed that the Annual Consumer Confidence Reports and monthly Drought Reports were completed on time.
3. **WATER WELL NO. 1 UPDATE:** General Manager Smith and Operations Manager Logsdon brief the Board on the status of the rehabilitation project for Well No. 1, with the delays being beyond the control of district staff. Vice-President Pace asked about the flowmeter concern with registering flow. Staff informed the board that Mr. Crabtree with Forshock is looking into the potential causes and solutions.
4. **WATER SHORTAGE EMERGENCY OPERATIONS – Water Contingency Plan Stage 2:** General Manager Smith expressed his concerns that Water Well No. 1 is taking longer than anticipated to be repaired and returned to service. As such, he suggested that following the district's Water Contingency Plan, a stage 2 declaration might be in order. The Board of Directors discussed all options in depth, including the potential of additional water conservation measures being implemented.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. **MEETING UPDATE:** General Manager Smith informed the BOD of the conference call, and that progress continues to be routed within the necessary state offices
2. **IRWMP UPDATE:** General Manager Smith informed the BOD that email communications with local and state representatives via emails and phone conversations. Revised bids will be published in a local paper to replace the water districts' Pressure Reducing Valves

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3. (PRVs) with project documents available in mid-August. However, no further updates are available.
4. **SWRCB UPDATE:** General Manager Smith informed the BOD that communications with NV5 and state representatives via emails. Second easement letters have been mailed to the property owners affected by the grant-funded water main installations, with two additional responses from those interested in giving the water district access to the frontage on their property. The AB52 Tribe letters were mailed out the week of June 24th, and only the San Manuel Band of Mission Indians requested a consult. However, the cultural report must go further before anything takes place. The current work plan is being amended with new information that will be released in the next couple of months. One of the items being added to the work plan is a water rate analysis. With the work plan being amended and additional paperwork and approvals from various state departments, the project was confirmed to be delayed again for a few months.

DISCUSSION/INFORMATION/ACTION:

1. **JUNE 2024 DELINQUENCY:** The General Manager informed the BOD of the number of late fees applied to delinquent accounts and that there were zero water shut-offs for April—**NO ACTION TAKEN.**
2. **2024 ELECTION FILING DEADLINE:** The General Manager reminded the Directors that the SB County election filing window would open from 7/15/24 to 8/9/24. The GM informed the BOD that all directors must file candidacy documents with the San Bernardino County ROV office and the individual who fills Mr. Engleman's seat on the board.

DISCUSSION/ACTION ITEMS:

1. **Resolution #362:** Vice-President Pace motioned to adopt Resolution #362, Temporary Moratorium on Water Service Installations. Director West seconded the motion. Roll Call Vote: Ayes; President D'orio, Vice-President Pace, Director West. Nays: None. Absent: None. Abstain: None. Motion passes 3-0.
2. **Financial Reports:** The financial reports for March, April, May, and June 2024 should have been provided to district staff for the board to review and approve. Executive Assistant Casey has contacted Peter at Personalized Tax Services with the reports being available soon.
3. **Legend Pump Cleaning/Rehabilitation Proposal:** Vice-President Pace motioned to approve Legend Pump's proposal for the cleaning and rehabilitating of Water Well No. 1. Second by Director West. Roll Call Vote: Ayes; President D'orio, Vice-President Pace, Director West. Nays: None. Absent: None. Abstain: None. Motion passes 3-0.

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4. Legend Pump did not submit a proposal for repairs and equipment replacement in time for the meeting. The BODs tabled this line item to a future meeting.
5. **HydroCorp Cross-Connection Control Plan Proposal:** The Cross-Connection Control Policy Handbook (CCCPH) requires California public water systems to develop a Cross-Connection Control Plan (CCC Plan) by July 1, 2025. As the requirement is a year away, the BODs tabled this line item to a future meeting.

NEW BUSINESS:

None.

DIRECTORS COMMENTS:

None.

ADJOURNMENT:

Be there is no further business to conduct. The meeting was adjourned at 07:39 P.M.

Erin D’orio, President of the Board of Directors

APPROVED:

Daniel B. Smith, General Manager