

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

THURSDAY, JUNE 20, 2024

The Board of Directors of the Juniper Riviera County Water District met in a regular session. It held the regular meeting at the regular meeting place, 25715 Santa Rosa Road, Apple Valley, California. The meeting was called to order at 6:00 P.M. BOD President D'orio led the Pledge of Allegiance.

ROLL CALL:

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

ABSENT: None

PUBLIC PRESENT: No names provided

PUBLIC COMMENT:

None.

CONSENT LIST:

1. The April 18, 2024, meeting minutes were unavailable to review and will be presented at the July 18 meeting. Director Pace motioned to approve the May 16, 2024, meeting minutes and the Accounts Payable/Pay Warrants meeting minutes. Second by Director West. Yes: All No: None. Abstain: None. Absent: None. Motion passes 5-0.

GENERAL MANAGER REPORT:

1. **APRIL & MAY 2024 EFFICIENCY--PRODUCTION REPORT:** General Manager Smith informed the BOD that all water samples taken in May 2024 came back absent for contamination. The GM informed the BOD that the Efficiency-Production Report was not completed but would be presented at the July 18, 2024, meeting.
2. **WATER SYSTEM OPERATIONS/MAINTENANCE UPDATE:** The General Manager informed the BOD of the field maintenance, water service installation, and office work performed in May 2024.

GRANT FUNDING UPDATE & PROGRESS/DISCUSSION/ACTION ITEMS:

1. **MEETING UPDATE:** General Manager Smith informed the BOD that there was no conference in May due to scheduling conflicts. Progress continued 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 (PRVs), but no further updates are available.
3. **SWRCB UPDATE:** General Manager Smith informed the BOD that communications with NV5 and state representatives via emails. Easement letters have been mailed to the property owners affected by the new water main installations, with only two responses from those interested in giving the water district access to the frontage on their property. A second letter will be created, and phone calls will be made to the property owners who have not responded. Tribe letters will be mailed on Monday, June 24, 2024.

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DISCUSSION/INFORMATION/ACTION:

1. **MAY 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.
3. **BUDGET/RATES FOR FISCAL YEAR 2024-25:** The General Manager briefed the BOD on the Profit/Loss for each month for the current fiscal year. Director Walker asked the General Manager to schedule a Budget Workshop for next Thursday, June 27th.

DISCUSSION/ACTION ITEMS:

1. The Financial Reports for March, April, and May 2024 were not provided to district staff and the Board for review and approval. General Manager Smith will contact Peter at Personalized Tax Services to inquire when to expect these reports to be available.
2. Director Walker motioned to approve adding Executive Assistant General Manager Smith to the authorization list for the banking information. Second by Vice-President Pace. Yes: All No: None. Abstain: None. Absent: None. Motion passes 5-0.
3. By Director Walker to approve adding Executive Assistant Cherie Casey and General Manager Smith authorization to have additional Post Office keys made. Second by Director Engleman. Yes: All No: None. Abstain: None. Absent: None. Motion passes 5-0.

NEW BUSINESS:

The General Manager informed the BOD of another potential property listing purchase for a future water well site. Director Walker requested additional information from the county on the requirements of said property as a Conditional Use Permit, variance, and waivers might be needed.

DIRECTORS COMMENTS:

Director Engleman informed the board of directors that this was going to be his last meeting

ADJOURNMENT:

Director Engleman made a motion to adjourn the meeting. Second by Director Waker. The meeting was adjourned at 07:16 P.M.

Daniel B. Smith, General Manager

APPROVED:

Erin D'orio, President of the Board of Directors