



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, March 17, 2025 at 3:00 PM

66575 Second St, Desert Hot Springs, CA AND/OR Via Teleconference

NOTICE IS HEREBY GIVEN THAT THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT WILL HOLD ITS REGULAR MEETING(S) ON THE DATE LISTED ABOVE. THE BOARD WILL MEET IN PERSON AT 66575 SECOND STREET, DESERT HOT SPRINGS.

THE PUBLIC IS PERMITTED TO ATTEND THIS MEETING IN PERSON OR VIRTUALLY USING THE ZOOM LINK BELOW.

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/8220655340?from=addon>

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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### ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. ANNOUNCEMENT AND VERIFICATION OF REMOTE MEETING PARTICIPATION PURSUANT TO AB 2449 OR GC 54953(b)
4. PLEDGE OF ALLEGIANCE
5. RULES OF PROCEDURE
6. PUBLIC INPUT  
*This is the opportunity for members of the public to address the Board on matters within the Board's jurisdiction. **Please limit comments to three (3) minutes or less.** State law prohibits the Board from discussing or taking action on any item not listed on the agenda.*

#### EMPLOYEE RECOGNITION

7. DESERT HOT SPRINGS HIGH SCHOOL REAL ACADEMY INTERNSHIP PROGRAM

#### EMPLOYEE RECOGNITION

8. HUMAN RESOURCES REPORT

**ACTION ITEMS****9. MISSION CREEK SUBBASIN ANNUAL REPORT FOR WATER YEAR 2023-2024**

It is recommended to receive and file the Mission Creek Subbasin Annual Report for Water Year 2023-2024 prepared for the Coachella Valley Water District, Desert Water Agency, and Mission Springs Water District by WSP Environmental & Infrastructure Inc.

**10. AWARD OF TASK ORDER TO TKE ENGINEERING TO PROVIDE PROFESSIONAL SURVEYING FOR THE WELL BENCHMARK SURVEY**

It is recommended to authorize the General Manager to negotiate and execute a contract task order with TKE Engineering in the amount of \$12,940.00 to perform a well benchmark survey with a 10% contingency in the amount of \$1,294 for a not to exceed contract total amount of \$14,234.00.

**11. AUTHORIZATION FOR PURCHASE OF 2025 VERMEER VX50-800 VACUUM EXCAVATOR FROM RDO EQUIPMENT CO.**

It is recommended to authorize the General Manager to approve the purchase of 2025 Vermeer VX50-800 vacuum excavator from RDO Equipment Co. for a not to exceed the amount of \$124,358.84 as approved in the FY2024-25 Capital Budget.

**12. CONTRACT AGREEMENT WITH EXECUTIVE FACILITIES SERVICES, INC. FOR ANNUAL JANITORIAL SERVICES FOR FY 2024-2026**

It is recommended to authorize the General Manager to approve a contract with Executive Facilities Services, Inc. for Annual Janitorial Services for FY 2024-2026, totaling \$36,808.72, plus an additional 10% contingency, for a total of \$40,489.59. The agreement includes the option to extend services for three additional one-year terms.

**13. ACCEPTANCE OF THE WELL 34 REHABILITATION PROJECT**

It is recommended to accept the Well 34 Rehabilitation Project as complete and authorize the release of retention money held for Legend Pump and Well Services, Inc. in the amount of \$31,668.73, thirty-five (35) days after filing the Notice of Completion.

**14. REVIEW AND ADOPT THE UPDATED MSWD STRATEGIC PLAN**

It is recommended that the Board adopt the updated Mission Springs Water District Strategic Plan, which builds on the past year's success and provides guidance for the future.

**DISCUSSION ITEMS****15. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE****16. GROUNDWATER PROTECTION PROGRAM UPDATE****17. AD-18 AREA D-3 SEWER DISCUSSION****18. 2024 ANNUAL UPDATE ON VACANCIES****CONSENT AGENDA**

*Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board*

*at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.*

**19. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

February 4, 2025 - Special Meeting Workshop

February 13, 2025 - Study Session

February 18, 2025 - Board Meeting

**20. REGISTER OF DEMANDS**

The register of demands totaling \$2,600,995.99

**REPORTS**

**21. DIRECTOR'S REPORTS**

**22. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

A. Finance Report

B. Public Affairs Report

**COMMENTS**

**23. DISTRICT COUNSEL COMMENTS**

**24. DIRECTOR COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

1. General Comments

2. Requests for Future Agenda Items

3. Requests for Future Meetings

**CLOSED SESSION**

**25. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Pursuant to Government Code Section 54956.9(d)(2) and/or (3). One potential case.

**26. CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION**

Pursuant to Government Code Section 54956.9(d)(1). One case: Fournier v Mission Springs Water District (case number Adj19778853)

**27. REPORT ON ACTION TAKEN DURING CLOSED SESSION**

**28. ADJOURN**

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***If you need special assistance to participate in this meeting, please contact the Executive Assistant at (760) 660-4403 at least 48 working hours prior to the meeting.***

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**ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT [WWW.MSWD.ORG/MEETINGS](http://WWW.MSWD.ORG/MEETINGS). NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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**CERTIFICATION OF POSTING**

I certify that on or before March 14, 2025, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



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Dori Petee  
Executive Assistant