



# BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, February 13, 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. HUMAN RESOURCES REPORT

**ACTION ITEMS****8. PUBLIC HEARING ~ ORDINANCE 2025-01 ~ ESTABLISHING A PROCEDURE FOR PROPERTY OWNER OBJECTIONS TO PROPOSED WATER/SEWER FEES OR SPECIAL ASSESSMENTS**

It is recommended that the Board of Directors adopt Ordinance No. 2025-01, establishing a procedure for property owner objections to proposed water/sewer fees of special assessments.

**9. ADOPTION OF MSWD ARTIFICIAL INTELLIGENCE POLICY NO. 2025-01**

It is recommended that the Board of Directors adopt the MSWD Artificial Intelligence Policy No. 2025-01

**10. AWARD OF CONTRACT TO BORDEN EXCAVATING INC. FOR GQPP AD-18 AREA D-3 SEWER CONSTRUCTION AND WATER LINE REPLACEMENT PROJECT AND CAPITAL BUDGET AUGMENTATION**

It is recommended that the General Manager be authorized to award a contract for the GQPP AD-18 Area D-3 Sewer Construction and Water Line Replacement Project to the lowest responsible bidder, Borden Excavating, Inc., in the amount of \$5,252,252, plus a 10% contingency (total \$5,777,477.20), augment the capital improvement budget amount to \$1,820,622.20 for Job No. 11876, and to do all things necessary to complete the project, including but not limited to preparation and filing of a Notice of Exemption to comply with CEQA requirements.

**11. BOARD ACCEPTANCE OF A CONTRACT CHANGE ORDER WITH JF SHEA FOR THE CONSTRUCTION OF THE NANCY WRIGHT REGIONAL WASTEWATER RECLAMATION FACILITY**

It is recommended that the General Manager be authorized to execute a contract change order with J.F. Shea Construction, Inc. for additional costs due to unforeseen tasks and field issues during construction of the Nancy Wright Regional Water Reclamation Facility in the amount of \$1,698,569.00.

**DISCUSSION ITEMS****12. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE****13. GROUNDWATER PROTECTION PROGRAM UPDATE****14. DWA ~ MISSION CREEK BASIN REPLENISHMENT ASSESSMENT CHARGE REPORT****15. FEDERAL AFFAIRS UPDATE****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.*

**16. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

January 14, 2025 - Special Meeting Workshop  
January 16, 2025 - Study Session  
January 21, 2025 - Board Meeting

**17. REGISTER OF DEMANDS**

The register of demands totaling \$2,442,025.05

**REPORTS**

**18. DIRECTOR'S REPORTS**

**19. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Report

**COMMENTS**

**20. DISTRICT COUNSEL COMMENTS**

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

- 1. General Comments
- 2. Requests for Future Agenda Items
- 3. Requests for Future Meetings

**CLOSED SESSION**

**22. PUBLIC EMPLOYEE PERFORMANCE REVIEW**

Pursuant to Govt Code 54957  
Title: General Manager

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

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

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

**25. ADJOURN**

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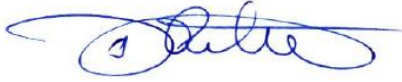
*If you need special assistance to participate in this meeting, please contact the Executive Assistant at (760) 660-4403 at least 48 working hours prior to the meeting.*

**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 February 10, 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