



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, June 16, 2022 at 3:00 PM

Via Teleconference – No Live Attendance

NOTICE IS HEREBY GIVEN MISSION SPRINGS WATER DISTRICT BOARD MEETINGS WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND CALIFORNIA'S ASSEMBLY BILL 361 IN AN EFFORT TO PROTECT THE PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS). THE PUBLIC MAY ATTEND AND PARTICIPATE TELEPHONICALLY AS THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING IN PERSON. THE AUDIO/VIDEO RECORDING OF THESE MEETINGS MAY BE POSTED TO THE MSWD WEBPAGE FOLLOWING THE MEETING.

THE PUBLIC MAY SUBMIT ANY COMMENTS ADDRESSING ITEMS BELOW BY EMAILING [DPETEE@MSWD.ORG](mailto:DPETEE@MSWD.ORG) PRIOR TO THE START OF THE MEETING OR GIVE REAL TIME COMMENTS BY ATTENDING THE MEETING VIRTUALLY OR TELEPHONICALLY.

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. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. RULES OF PROCEDURE

5. 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

6. HUMAN RESOURCES REPORT

**ACTION ITEMS**

- 7. RESOLUTION 2022-08 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JUNE 23, 2022 – JULY 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**  
It is recommended to approve Resolution 2022-08, continuing teleconferencing meetings for the period of June 23, 2022 - July 22, 2022.
- 8. PUBLIC HEARING - RESOLUTION 2022-09 – TO ESTABLISH WATER STANDBY ASSESSMENTS**  
It is recommended to adopt Resolution No. 2020-09 making determination to fix, levy and collect water service standby assessments for fiscal year 2022-2023.
- 9. PUBLIC HEARING - RESOLUTION 2022-10 – TO ESTABLISH SEWER STANDBY ASSESSMENTS**  
It is recommended to adopt Resolution No. 2022-10 making determination to fix, levy and collect sewer service standby assessments for fiscal year 2022-2023.
- 10. FISCAL YEAR 2022/2023 BUDGET**
  - A. It is recommended to adopt Resolution No. 2022-11, adopting the Operating and Capital Budgets FY 2022-2023.
  - B. It is recommended to adopt Resolution No. 2022-12, adopting its Appropriations Limit for FYE June 30, 2023.
  - C. It is recommended to adopt Resolution No. 2022-13, adopting its Employee Classification Plan effective July 1, 2022.
- 11. RESOLUTION 2022-14 – NOTICE OF GENERAL DISTRICT ELECTION, NOVEMBER 8, 2022 AND ESTABLISHMENT OF DEPOSIT FOR OPTIONAL CANDIDATE’S STATEMENT**  
It is recommended to adopt Resolution No. 2022-14 and authorize the District Secretary to notify the County Registrar of Voters that candidates will be responsible for costs associated with the Candidate’s Statement.
- 12. RESOLUTION 2022-15 – ADDITION OF DELINQUENT ACCOUNTS TO COUNTY TAX ROLLS**  
It is recommended to adopt Resolution No. 2022-15 requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2022-2023 Riverside County Tax Rolls.
- 13. CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2022-2023**  
It is recommended to authorize the General Manager to approve a contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for fiscal year 2022-2023, for a not to exceed amount of \$70,100.00, plus a 10% contingency (total of \$77,110.00), for a period of one year and authorize the General Manager to do all things necessary to complete the project.

**14. CONTRACT AGREEMENT WITH SOUTHERN CALIFORNIA FLEET SERVICES FOR FLEET SERVICE MAINTENANCE AND REPAIRS FOR 2022-2023**

It is recommended to authorize the General Manager to approve a contract agreement with Southern California Fleet Services Inc. to perform fleet service maintenance and repairs for all District vehicles and equipment, for a not to exceed amount of \$100,000.00, for a period of one year.

**15. FIRST SUPPLEMENT TO THE MEMORANDUM OF UNDERSTANDING REGARDING COLLABORATION ON THE COACHELLA VALLEY SALT AND NUTRIENT MANAGEMENT PLAN**

It is recommended to authorize the General Manager to execute the First Supplement to the Memorandum of Understanding (MOU) with the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) Agencies regarding collaboration and cost sharing on the CV-SNMP Update and augment the capital budget creating a project in the amount of \$400,000.

**16. ACCEPTANCE OF THE EMERGENCY REPAIR OF 150 LINEAR FEET OF 8-INCH SANITARY LINE AND FIVE SERVICE CONNECTIONS ON ACOMA AVENUE**

It is recommended to accept the Emergency Repair of 150 Linear Feet of 8-inch sanitary sewer on Acoma Avenue Project as complete and authorize the release of retention money held for Tryco General Engineering Inc. in the amount of \$3,994.08, thirty-five days after filing the Notice of Completion (NOC).

**17. AWARD THE ON-CALL POTABLE WATER AND SANITARY SEWER REPAIR SERVICES WITH TRYCO GENERAL ENGINEERING AND TRI-STAR CONTRACTING II, INC.**

It is recommended to authorize the General Manager to award and do all things necessary to complete the On-Call Potable Water and Sanitary Sewer Repair Services contracts for the two (2) contractors listed below:

- a) TryCo General Engineering, Inc. in the not to exceed amount of \$150,000; and
- b) Tri-Star Contracting II, Inc., in the not to exceed amount of \$150,000.

**18. APPROVE CHANGE ORDER NO. 2, AND CONTRACT AMENDMENT FOR WELL 24 ELECTRICAL PANEL REHABILITATION**

It is recommended to authorize the General Manager to negotiate and execute two (2) contract modifications related to additional work required by Southern California Edison for Well 24 Electrical Panel Rehabilitation. The two (2) contract modifications are:

- Change Order No. 2 with R.I.C. Construction Co., Inc. for a not to exceed amount of \$21,362.62 (total of \$552,417.32)
- Contract Amendment with Murow Development Consultants for a not to exceed amount of \$15,000 (total of \$90,000) for construction management and inspection services.

**19. CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS FOR 2022-2023**

It is recommended to authorize the General Manager to approve a contract agreement with B-81 Paving Inc. titled Pavement Repairs for Water and Sewer Projects for fiscal year 2022-2023, for a not to exceed amount of \$250,000.00, for a period of one year and authorize the General Manager to do all things necessary to complete the project

**20. ACCEPTANCE OF BILL OF SALE FOR THE NEW DOLLAR GENERAL**

It is recommended to authorize the General Manager to execute the Bill of Sale for the Water and Sewer Infrastructure for the New Dollar General project located at 11405 Palm Drive, Desert Hot Springs as contributed assets.

**DISCUSSION ITEMS****21. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE****22. CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING 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.*

**23. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

May 12, 2022 - Study Session

May 16, 2022 - Board Meeting

May 23, 2022 - Special Meeting (Closed Session)

**24. REGISTER OF DEMANDS**

The register of demands totaling \$2,812,222.52

**CORRESPONDENCE****25. THANK YOU LETTER AND CERTIFICATE FROM DESERT HOT SPRINGS HIGH SCHOOL****26. THANK YOU LETTER AND CERTIFICATE FROM DESERT HOT SPRINGS ROTARY****REPORTS****27. DIRECTOR'S REPORTS****28. GENERAL MANAGER'S REPORT****A. FINANCIAL REPORT****B. PUBLIC AFFAIRS REPORT****COMMENTS****29. DISTRICT COUNSEL COMMENTS****30. DIRECTOR COMMENTS**

**CLOSED SESSION**

- 31. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**  
pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. RIC 2003782  
(George Padilla and Sharon Moreno vs. Mission Springs Water District)
- 32. CONFERENCE WITH LEGAL COUNSEL REGARDING SIGNIFICANT EXPOSURE TO LITIGATION**  
pursuant to Government Code Section 54956.9(d)(2) and/or (3)  
(One potential case related to a threat of litigation by Coachillin Holdings, LLC)
- 33. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**  
pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. PSC 1600676  
(Mission Springs Water District vs. Desert Water Agency)
- 34. REPORT ON ACTION TAKEN DURING CLOSED SESSION**
- 35. 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 <https://www.mswd.org/board.aspx>. NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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**CERTIFICATION OF POSTING**

I certify that on or before June 13, 2022, 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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Arden Wallum  
Secretary of the Board of Directors