



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, June 19, 2023 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 VIRTUALITY 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. ANNOUNCEMENT AND VERIFICATION OF REMOTE MEETING PARTICIPATION PURSUANT TO AB 2449 OR GC 54953(b)
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
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 (MONDAY 6/19/2023) - RESOLUTION 2023-09 ~ TO ESTABLISH WATER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2023-09 making determination to fix, levy and collect water service standby assessments for fiscal year 2023-2024.

**9. PUBLIC HEARING (MONDAY 6/19/2023) - RESOLUTION 2023-10 ~ TO ESTABLISH SEWER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2023-10 making determination to fix, levy and collect sewer service standby assessments for fiscal year 2023-2024.

**10. RESOLUTION 2023-11 ~ ADDITION OF DELINQUENT ACCOUNTS TO COUNTY TAX ROLLS**

It is recommended to adopt Resolution No. 2023-11 requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2023-2024 Riverside County Tax Rolls.

**11. FISCAL YEAR 2023-24 BUDGET**

A. It is recommended to adopt Resolution No. 2023-12, adopting the Operating and Capital Budgets FY 2023-24.

B. It is recommended to adopt Resolution No. 2023-13, adopting its Appropriations Limit for FYE June 30, 2024.

C. It is recommended to adopt Resolution No. 2023-14, adopting its Employee Classification Plan effective July 1, 2023.

**12. RESOLUTION 2023-15 ~ AMENDING CLASSIFICATION AND COMPENSTATION PLANS FOR FY 2022-23, FY 2021-22, FY 2020-21 AND FY 2019-20**

It is recommended to adopt Resolution 2023-15, which rescinds Resolutions 2022-13, 2021-12, 2020-15, and 2019-17 and amends FY 2022-23, FY 2021-22, FY 2020-21 and FY 2019-2020 Classification and Compensation Plans for its employees.

**13. CONTRACT AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC., FOR A LONG-RANGE FINANCIAL MASTER PLAN AND COST OF SERVICES REVIEW**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$95,000 with Raftelis, for a long-range financial master plan and cost of services review.

**14. CONTRACT AGREEMENT WITH TKE ENGINEERING, INC. FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$250,000 with the option to extend for four (4) additional one (1) year terms not to exceed five (5) years, with TKE Engineering, Inc, for On-Call Professional General Engineering Services.

- 15. CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2023-2024**

It is recommended to authorize the General Manager to approve a one-year contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for Fiscal Year 2023-2024, with the option to extend the agreement for two additional years and negotiate a revised price, if any. The not to exceed amounts are \$93,115.00 for fiscal year 2023-24, and \$81,730.00 for fiscal years 2024-25 and 2025-26.
- 16. ACCEPTANCE OF THE WATER SUPPLY ASSESSMENT (WSA) AND WATER SUPPLY VERIFICATION (WSV) FOR THE GREEN DAY VILLAGE DEVELOPMENT**

It is recommended that the Board accept and approve the Water Supply Assessment (WSA) and Water Supply Verification (WSV) for the Green Day Village Development.
- 17. ACCEPTANCE OF THE WELL 24 ELECTRICAL PANEL REHABILITATION PROJECT**

It is recommended to accept the Well 24 Electrical Panel Rehabilitation Project as complete and authorize the release of retention money held for R.I.C. Construction Co. Inc. in the amount of \$27,792.31, thirty-five days after filing the Notice of Completion (NOC), and approve Amendment No. 5 with Murow Development Consultants for construction management and inspection services in the amount of \$6,312.50.

#### DISCUSSION ITEMS

- 18. NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 19. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**
- 20. SUPPLEMENTAL ENVIROMENTAL PROJECT 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.*

- 21. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

May 15, 2023 - Board Meeting
- 22. REGISTER OF DEMANDS**

The register of demands totaling \$8,748,542.02
- 23. ACCEPTANCE OF AMENDED GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITIES EASEMENT ~ T.T. GROUP, INC. VINTAGE CAMPER RESORT**

It is recommended to authorize the General Manager to sign the Certificate of Acceptance, approving and accepting the Amended Grant Easement Deed from T.T. Group Inc., dated May 24, 2023, for a public water utilities easement, located on APN: 656-050-001, City of Desert Hot Springs, CA.

**REPORTS**

**24. DIRECTOR'S REPORTS**

**25. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Update

**COMMENTS**

**26. DISTRICT COUNSEL COMMENTS**

**27. DIRECTOR COMMENTS**

**CLOSED SESSION**

**28. PUBLIC EMPLOYEE APPOINTMENT**

Pursuant to Government Code Section 54957

Title: General Manager

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

**30. 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 June 16, 2023, 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