



# BOARD OF DIRECTORS SPECIAL MEETING - STUDY SESSION AGENDA

Monday, December 09, 2024 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. RESOLUTION 2024-29 ~ UPDATING AND AMENDING ADMINISTRATIVE CODE TITLE 3 - PERSONNEL**

It is recommended that the Board adopt Resolution #2024-29, updating and amending title 3 - Personnel of the District's Administrative Code.

**9. RESOLUTION NO. 2024-30 ~ MSWD REGIONAL WATER RECLAMATION FACILITY - INSTALLMENT PURCHASE AGREEMENT EXTENSION**

It is recommended that Resolution No. 2024-30 be adopted, extending the Installment Purchase Agreement related to the MSWD Regional Water Reclamation Facility for one year through January 2026.

**10. BOARD ACCEPTANCE OF COST PROPOSAL FOR ACCESS CONTROL SYSTEM OF THE NANCY WRIGHT REGIONAL WASTEWATER RECLAMATION FACILITY**

It is recommended that the General Manager be authorized to execute a contract with HCI Systems, Inc., for Access Control Systems, Inc., in the amount of \$89,581.00 for the Nancy Wright Regional Water Reclamation Facility and authorize the General Manager to do all things necessary to complete the project.

**11. APPROVE CHANGE ORDER NO. 1 WITH L.O. LYNCH QUALITY WELLS & PUMPS, INC., FOR ON-CALL WELL AND BOOSTER MAINTENANCE AND REPAIR SERVICES**

It is recommended that the General Manager be authorized to approve Change Order No. 1 with L.O. Lynch Quality Wells & Pumps, Inc. for the On-Call Well and Booster Maintenance and Repair Services contract. The change order would increase the contract amount by \$355,990, from \$150,000 to a not-to-exceed amount of \$505,990, and authorize the General Manager to do all things necessary to complete the project.

**12. AWARD OF CONTRACT AGREEMENT WITH MDN WATER MANAGEMENT SERVICES INC. FOR ADMINISTRATIVE AND WATER MANAGEMENT SERVICES**

It is recommended to authorize the General Manager to enter into a contract agreement with MDN Water Management Services Inc. for Administrative and Water Management Services for one year, starting January 1, 2025, and ending December 31, 2025.

**13. ANNUAL REPORT OF CAPACITY FEES AND RELATED CAPITAL EXPENDITURES**

It is recommended that the Board of Directors accept the annual report of capacity fees and related expenditures as submitted.

**14. MSWD LEGISLATIVE PLATFORM FOR 2025-2026**

It is recommended that the Board acknowledge receipt of the Legislative Platform for 2025-2026.

**15. ELECTION OF MSWD BOARD OFFICERS FOR 2025**

It is recommended that a President and Vice President be nominated and elected for the 2025 year.

**DISCUSSION ITEMS**

16. **CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**
17. **GROUNDWATER PROTECTION PROGRAM UPDATE**
18. **HEXAVALENT CHROMIUM COMPLIANCE PLAN 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.*

**19. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

November 14, 2024 - Study Session Minutes  
November 18, 2024 - Board Meeting Minutes

**20. REGISTER OF DEMANDS**

The register of demands totaling \$2,560,383.45

**21. 2025 BOARD OF DIRECTORS MEETING SCHEDULE****22. BOARD COMPENSATION**

It is recommended to consider Board compensation for the following meetings:  
AWWA 2025 Webinar Subscription (20+ webinars), All Board Members

**REPORTS****23. DIRECTOR'S REPORTS****24. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Report

**COMMENTS****25. DISTRICT COUNSEL COMMENTS****26. DIRECTOR COMMENTS & REQUESTS**

- A. Director General Comments
- B. Director Requests for Future Agenda Items
- C. Director Requests for Future Meetings

**CLOSED SESSION**

- 27. CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION**  
pursuant to Government Code Section 54956.9(d)(4) One potential case.
- 28. REPORT ON ACTION TAKEN DURING CLOSED SESSION**
- 29. 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 December 6, 2024 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