



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Tuesday, January 16, 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 VIRTUALTY 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

---

### 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. FEDERAL ADVOCACY SERVICES – CARPI & CLAY, INC.**

It is recommended to authorize the Interim General Manager to execute an Agreement for Services with Carpi & Clay Government Relations in the amount of \$5000/month for the term February 1, 2024, to January 31, 2025.

**9. ACKNOWLEDGE MSWD LEGISLATIVE PLATFORM FOR 2024-2025**

It is recommended to receive and file the MSWD 2024-25 Legislative Platform.

**10. RESOLUTIONS 2024-01, 2024-04 AND 2024-05 ~ REVISED FY 2023/24 OPERATING AND CAPITAL BUDGET APPROPRIATIONS LIMIT AND CLASSIFICATION PLAN**

It is recommended to adopt Resolutions 2021-01, 2024-04 AND 2024-05 related to the fiscal year ending June 30, 2024, revised operating and capital budgets.

**11. RESOLUTION 2024-02 ~ AMENDING RESOLUTION 2023-16 REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**

It is recommended to adopt Resolution 2024-02 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.

**12. RESOLUTION 2024-03 RESCINDING AND REPLACING RESOLUTION 2009-02 EXPENSE REIMBURSEMENT POLICY**

It is recommended to adopt Resolution 2024-03 rescinding and replacing Resolution 2009-02 Reimbursement Policy.

**13. AUTHORIZE GENERAL MANAGER EMPLOYMENT AGREEMENT**

It is recommended to authorize the Board President to execute a General Manager Employment Agreement between Mission Springs Water District and Brian Macy.

**14. THIRD AMENDMENT TO CONTRACT WITH RUHNAU CLARKE ARCHITECTS FOR THE DESIGN OF THE CRITICAL SERVICES CENTER/ADMINISTRATION BUILDING**

It is recommended to authorize the General manager to amend the professional services contract with Ruhnau Clarke Architects for the design of the Critical Services Center/Administration Building at the District Corp Yard. The amendment would increase the contract amount \$393,200 from \$1,860,964 to a not to exceed amount of \$2,254,164 and authorize the General Manager to do all things necessary to complete the project.

**15. APPOINTMENTS TO BOARD STANDING COMMITTEES**

President Sewell may appoint members to the District's standing committees.

**16. AFFILIATION LISTING**

It is recommended to review, update if necessary and approve the current Board Affiliation Listing.

**DISCUSSION ITEMS****17. NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**

**18. CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE****19. MSWD STRATEGIC PLANNING 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.*

**20. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

December 5, 2023 - Strategic Planning Workshop #4

December 14, 2023 - Study Session

December 18, 2023 - Board Meeting

**21. REGISTER OF DEMANDS**

The register of demands totaling \$3,033,826.41

**22. PUBLIC WATER AND SEWER SYSTEMS CONSTRUCTION AGREEMENTS AND WATER AND SEWER BONDING AGREEMENT MAP FOR TRACT NO. 38200 - RANCHO DESCANSO**

It is recommended to authorize the Interim General Manager to execute the Public Water and Sewer Systems Construction Agreements and Water and Sewer Bonding Agreement for the Rancho Descanso - Tract No. 38200 residential development project and to do all things necessary to complete the agreements.

**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****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**

---

*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.**

---

**CERTIFICATION OF POSTING**

I certify that on or before January 12, 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).



---

Dori Petee  
Executive Assistant