



# BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, February 15, 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. APPROVAL OF THE UPDATE OF THE DEVELOPER/CONTRACTOR HANDBOOK & GUIDELINES FOR THE DESIGN AND CONSTRUCTION OF WATER AND SEWER FACILITIES**  
It is recommended that the Board approve the updated Mission Springs Water District Developer/Contractor Handbook & Guidelines for Design and Construction of Water and Sewer Facilities (February 2024 Edition).
- 9. CONTRACT AMENDMENTS FOR CONSTRUCTION AND CONSTRUCTION SUPPORT AND INSPECTION SERVICES FOR THE WELL 42 PROJECT**  
It is recommended to authorize the General Manager to execute contract amendments with AECOM Technical Services Inc., EnviroLogic Resources Inc., and TKE Engineering Inc., for additional engineering services during construction and with Rollapart Buildings Inc. for additional construction support and inspection services during the construction of the Well 42 Project in the amount of \$113,605.00.
- 10. PURCHASE OF UTILITY EASEMENT FOR THE REGIONAL WATER RECLAMATION FACILITY MONITORING WELL ON APN 669-110-001**  
It is recommended to authorize the General Manager to take the necessary actions to negotiate, purchase, and record a permanent utility easement on a portion of real property in Riverside County, APN 669-110-001, for a monitoring well.
- 11. AWARD OF CONTRACT FOR THE COMPLETE DEPLOYMENT OF THE ARCGIS ENTERPRISE, UTILITY NETWORK, AND CITYWORKS TO TIMMONS GROUP**  
It is recommended to authorize the General Manager to execute a contract agreement for the complete deployment of the ArcGIS Enterprise, Utility Network, and Cityworks in the amount of \$849,596.00 plus a 10% contingency for a total of \$934,555.60 to Timmons Group, and authorize the General Manager to do all things necessary to complete the project.

**DISCUSSION ITEMS**

- 12. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 13. CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**
- 14. SEWER SERVICE RULES AND REGULATIONS ~ ARTICLE VI INDUSTRIAL DISCHARGE UPDATE**
- 15. DESERT WATER AGENCY REPLENISHMENT ASSESSMENT CHARGE REPORT**

**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 9, 2024 - Special Meeting Workshop Minutes  
January 11, 2024 - Study Session Minutes  
January 16, 2024 - Board Meeting Minutes

**17. REGISTER OF DEMANDS**

The register of demands totaling \$5,291,973.82

**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**

**CLOSED SESSION**

**22. CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION**

Pursuant to Government Code Section 54956.9(d)(4) One potential case.

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

**24. ADJOURN**

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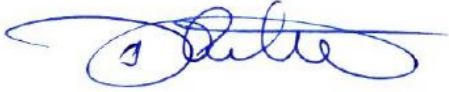
*If you need special assistance to participate in this meeting, please contact the Executive Assistant at (760) 660-4403 at least 48 working hours prior to the meeting.*

**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 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).



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Dori Petee  
Executive Assistant