



BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, January 16, 2024 at 3:00 PM

66575 Second St, Desert Hot Springs, CA AND/OR Via Teleconference

CALL TO ORDER

President Sewell called the meeting to order at 3:00 PM

ROLL CALL

BOARD MEMBERS PRESENT: President Ivan Sewell, Vice President Robert Griffith, Director Russ Martin, Director Amber Duff, Director Ted Mayrhofen

STAFF MEMBERS PRESENT: Brian Macy, Marion Champion, Arturo Ceja, Danny Friend, Kurt Kettenacker, Oriana Hoffert, April Scott, William Whitten, Jeff Nutter, Eric Weck, Andrea Varela, Dori Petee, Amanda Lucas

PLEDGE OF ALLEGIANCE

Led by Director Martin

RULES OF PROCEDURE

Rules of Procedure were read by General Counsel, John Pinkney.

All noticed meetings are conducted using Rosenberg’s Rules of Order as a procedural guideline. Directors should refrain from responding directly to public comments at meetings of the Board. The Board President will refer matters raised during public comment to the General Manager for follow-up when appropriate. Occasionally, a prompt response may be offered when an obvious answer resolution is available provided this is done in compliance with the Brown Act. Directors should refrain from debating or making decisions in response to public comments. The President of the Board presides at all meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No person shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once about any one subject until every other member on the Board wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”

PUBLIC INPUT

No public comment

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

The Board acknowledged the following employees:

ANNIVERSARIES

Grant Fournier	Collections System Operator II	1 Year
Fernando Ruelas III	Field Operations Technician I	1 Year

Lorenzo Soto
Arturo Ceja

Field Operations Technician I
Director of Finance and Accounting

6 Years
12 Years

ACTION ITEMS

FEDERAL ADVOCACY SERVICES – CARPI & CLAY, INC.

The Board authorized 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.

Pamela Edmonson gave public comment on this item. She noted how important it is for the District to have this kind of representation.

Motion made by Director Martin, Seconded by Director Mayrhofen.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

ACKNOWLEDGE MSWD LEGISLATIVE PLATFORM FOR 2024-2025

The Board received and filed the MSWD 2024-25 Legislative Platform.

Motion made by Director Duff, Seconded by Director Martin.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

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

The Board adopted Resolutions 2021-01, 2024-04 AND 2024-05 related to the fiscal year ending June 30, 2024, revised operating and capital budgets.

Motion made by Vice President Griffith, Seconded by Director Duff.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

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

The Board adopted Resolution 2024-02 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.

Motion made by Director Martin, Seconded by Director Mayrhofen.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

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

The Board adopted Resolution 2024-03 rescinding and replacing Resolution 2009-02 Reimbursement Policy.

Motion made by Director Mayrhofen, Seconded by Vice President Griffith.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

AUTHORIZE GENERAL MANAGER EMPLOYMENT AGREEMENT

The Board authorized the Board President to execute a General Manager Employment Agreement between Mission Springs Water District and Brian Macy.

Motion made by Vice President Griffith, Seconded by Director Martin.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

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

The Board authorized 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.

Motion made by Vice President Griffith, Seconded by Director Martin.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff

Voting Nay: Director Mayrhofen

APPOINTMENTS TO BOARD STANDING COMMITTEES

President Sewell made the following appoints to the District's standing committees:

	2024 Committees	
	Chairperson	Member
Executive	Sewell	Griffith
Engineering	Mayrhofen	Martin
Finance	Duff	Mayrhofen
Human Relations	Martin	Duff
Public Affairs	Griffith	Sewell

AFFILIATION LISTING

The Board reviewed and updated the Board Affiliation Listing.

Board of Directors 2024 Affiliate List	
Amended and Approved on 1/16/2024	
Conferences, Workshops, Meetings & Tours	All Directors are pre-approved to attend these functions
ACWA and ACWA/JPIA	
California Association of Sanitation Agencies (CASA)	
California Special Districts Association	
Coachella Valley Economic Partnership	
CORBS Annual Awards Dinner	
Desert Hot Springs State of the City	
GCVCC - All Valley Mayors & Tribal Luncheon	
Palm Springs State of the City	
Riverside County Board of Supervisors	
UWI - Urban Water Institute	
WEF - Water Education Foundation	

2024 designees

Assigned Meetings, Workshops (compensable)	Primary	Alternate
Building Industry Association (BIA)	Mayrhofen	Martin
CVWD Regular Board Meetings	Duff	Griffith
DWA Regular Board Meetings	Griffith	Duff
DHS City Council	Martin	Sewell
DHS Planning Commission	Mayrhofen	Sewell
DHS Hoteliers' Association	Griffith	Mayrhofen
Desert Valley Builders Association (DVBA)	Martin	Mayrhofen
County Wide Oversight Board	Martin	
Coachella Valley Cannabis Alliance Network (CVCAN)	Sewell	Mayrhofen
Greater Coachella Valley Chamber of Commerce (GCVCC)	Sewell	Martin
Legislative Representation: Washington D.C. AND California	Griffith	Sewell
Riverside County Flood Control & Water Conservation	Sewell	
San Geronio Pass Regional Water Alliance	Duff	Griffith

Voting Delegates	Primary	Alternate
ACWA Region 9	President	VP
ACWA Conferences	President	VP
ACWA/JPIA	Griffith	Duff
CV Conservation Commission (CVAG)	Duff	Martin
Energy/Environmental Resources Committee (CVAG)	Duff	Martin
Special District Association of Riverside County	President	VP

Motion made by Director Martin, Seconded by Director Duff.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff

Voting Nay: Director Mayrhofen

DISCUSSION ITEMS

NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE

General Manager Macy confirmed the State has received everything needed for the 2nd disbursement request.

CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE

Nothing further to add.

MSWD STRATEGIC PLANNING UPDATE

Nothing further to add. Comments from the Board are anticipated.

CONSENT AGENDA

Motion made by Vice President Griffith, Seconded by Director Duff.

Voting Yea: President Sewell, Vice President Griffith, Director Martin, Director Duff, Director Mayrhofen

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

REGISTER OF DEMANDS

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

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

DIRECTOR'S REPORTS

Director Martin reported he attended the following events: 12/11 DVBA Board Meeting, 12/12 RivCo Board of Supervisors Meeting, 12/12 Tribal Water Authority Meeting, 12/21 Urban Water Institute Strategic Planning Session

Director Mayrhofen reported he attended the following events: 12/7 DVBA Holiday Luncheon

Director Duff reported she attended the following events: 12/12 DHS Planning Commission, 12/19 CVCAN Monthly Meeting and Holiday Celebration.

Vice President Griffith reported he attended the following events: 12/12 CVWD Board Meeting, 12/19 DWA Board Meeting.

President Sewell reported he attended the following events: 12/13 GCVCC Lunch Meeting

GENERAL MANAGER'S REPORT

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Report

Marion Champion presented a Public Affairs update.

COMMENTS

DISTRICT COUNSEL COMMENTS

No closed session today

DIRECTOR COMMENTS

Director Martin complimented staff on the preparation of this meeting packet and President Sewell on a successful meeting.

Director Duff complimented the staff as well.

Vice President Griffith echoed the previous statements and congratulated President Sewell on a great meeting.

President Sewell thanked the Board for working together and noted he is open to hearing from everyone.

ADJOURN

With no further business, President Sewell adjourned the meeting at 4:09 PM.

Respectfully submitted,



Dori Petee
Executive Assistant