



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, February 15, 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, Eric Weck, Oriana Hoffert, Will Whitten, Arthur Cabrera, Kurt Kettenacker, April Scott, Amanda Lucas, Dori Petee, Andrea Varela

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 input.

Item 15 was moved to accommodate the item's speakers.

DESERT WATER AGENCY REPLENISHMENT ASSESSMENT CHARGE REPORT

Ester Sainz of DWA presented this item. The AGM, Steve Johnson, and GM Mark Krause were also in attendance. The topics of this presentation included the Replenishment Assessment Charge and State Water Project Tax and how the two work together.

Groundwater production continues to exceed natural groundwater replenishment and is expected to do so indefinitely. Without artificial replenishment, gross overdrafts would continue to increase at a steady rate. Artificial replenishment using imported water supplies is necessary to offset annual and

cumulative gross overdrafts. A Replenishment Assessment Charge (RAC) is a charge for every acre-foot of water produced within the Desert Water Agency's boundaries to support the Agency's recharge program. According to California Water Code Section 100-15.4, *"The agency shall have the power to levy and collect water-replenishment assessments, as provided in this section for the purposes of replenishing groundwater supplies within the agency."* Ms. Sainz reviewed how the RAC is determined. RAC rate highlights include Indio and Mission Creek Subbasins, which are currently levied at the same RAC rate. If programs are added to the RAC that provide benefits to only one subbasin, there will be two different RAC rates levied, one for each subbasin. Pumpers are billed based on production and not billed on replenishment; Ms. Sainz addressed why this is. She explained deliveries vs production over the last 20 years and addressed the exchange in place with the Metropolitan Water District.

Ms. Sainz next addressed the State Water Project (SWP) Tax and its use. The tax is used for fixed/capital costs associated with the SWP, expenses in excess of RAC revenues where it is infeasible to collect enough revenue with the RAC rate to pay for these charges. The tax may only be used for charges that appear on the DWA's Statement of Charges from the Department of Water Resources for the SWP. DWA can only have one tax rate within its boundaries for the SWP.

The board fielded questions, and a discussion ensued. Mr. Krause and Mr. Johnson assisted in answering questions. Mr. Johnson updated the Board on the damage caused to the replenishment facility by Storm Hilary.

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

This item will be recognized at Tuesday's Board Meeting.

ACTION ITEMS

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).

Engineering Manager Eric Weck presented this item. This follows up from the September 14, 2023, Study Session, where this item was first introduced for discussion. Since that time, several water and sewer application processes, guidelines, construction standards, and specifications for development and construction have been updated to reflect current industry development and construction standards.

The Board addressed some concerns in the report; Mr. Weck discussed them.

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.

Engineering Manager Eric Weck presented this item. In late 2020, Lanye Christensen Co was awarded the Well 42 project. Following the well testing, MSWD discovered that reducing the pump horsepower will still meet the need in the affected zones. As a result of the State Water Board Department of Drinking Water regulations, MSWD elected to modify the well lubrication system from oil to water to increase the pump service life. These changes to the project scope and the terms necessitate the contract amendments.

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.

Engineering Manager Eric Weck presented this item. As part of the Nancy Wright Regional Water Reclamation Facility (NWRWRF) waste discharge requirements permit with the California Regional Water Quality Control Board Colorado River Basin Region, Mission Springs Water District (MSWD) is required to install a groundwater monitoring well network to monitor changes to groundwater quality. MSWD has completed construction for two of the three required monitoring wells. The third is located downgradient of the NWRWRF site on private property. Following the completion of an appraisal and discussion with the property owner, staff desires to complete the purchase and recording of a permanent easement to allow for the access, construction, and maintenance of a monitoring well.

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.

Arturo Ceja, Director of Finance, presented this item. Staff needed assistance to organize, track, and complete scheduled maintenance on new and aging infrastructure such as valves, meters, pumps, motors, and tanks. In addition, as the State continues to require additional data and information to be provided, logged, and sampled with precise accuracy of locations, it is imperative that staff be able to collect and enter information into one system easily. This project requires an accumulation of current data to create the database, combined with a Geographic Information System and a cloud network that will allow staff access to the database when needed.

On October 26, 2023, staff advertised a request for proposals for the complete deployment of the Project through PlanetBids. The District received four proposals, and Timmons Group was rated the best company to provide these services. Timmons Group presented the project, which has four major facets: design and implementation of Enterprise GIS, design and implementation of Enterprise Asset Management software, design and implementation of AWS Cloud, and the implementation of a data model that allows for intelligent mapping functions.

The group fielded questions from the Board.

DISCUSSION ITEMS

NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE

Terry Renner of TKE provided a construction update on the facility. He also addressed a funding and permitting update.

CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE

Alvin Flores of Rhanu Clarke presented an update and covered highlights from the meeting with the City.

SEWER SERVICE RULES AND REGULATIONS ~ ARTICLE VI INDUSTRIAL DISCHARGE UPDATE

Eric Weck, Engineering Manager, presented the update on this item. A draft update was first introduced to the Board in 2023. The District reviewed the discharge regulations specific to cannabis discharge. At the upcoming March 2024 meeting the Board will be presented an opportunity to fully ratify and endorse the Article Six amendments.

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.

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

REGISTER OF DEMANDS

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

The Register of Demands was pulled for discussion.

REPORTS

DIRECTOR'S REPORTS

All reports will be given at Tuesday's meeting.

GENERAL MANAGER'S REPORT

Included in this report are the following oral reports: All oral reports will be given at Tuesday's meeting.

- A. Finance Report
- B. Public Affairs Report

COMMENTS

DISTRICT COUNSEL COMMENTS

There will be a closed session after Tuesday's meeting.

DIRECTOR COMMENTS

Director Martin commented on the packet this month, and the work put into creating the document.

Director Mayrhofen echoed Director Martin's comments.

Vice President Griffith noted the preparation that goes into preparing for these meetings and noted the speed at which things are getting done.

President Sewell shared the sentiments of the Board.

ADJOURN

With no further business, President Sewell adjourned the meeting at 5:43 PM

Respectfully submitted,



Dori Petee
Executive Assistant