



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, May 13, 2021 at 3:00 PM

Via Teleconference – No Live Attendance

NOTICE IS HEREBY GIVEN MISSION SPRINGS WATER DISTRICT BOARD MEETINGS WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20 IN AN EFFORT TO PROTECT THE PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS). THE PUBLIC MAY ATTEND AND PARTICIPATE TELEPHONICALLY AS THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING IN PERSON. THE AUDIO/VIDEO RECORDING OF THESE MEETINGS MAY BE POSTED TO THE MSWD WEBPAGE FOLLOWING THE MEETING.

THE PUBLIC MAY SUBMIT ANY COMMENTS ADDRESSING ITEMS BELOW BY EMAILING DPETEE@MSWD.ORG PRIOR TO THE START OF THE MEETING.

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. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. RULES OF PROCEDURE

5. 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.*

6. COVID-19 UPDATE

EMPLOYEE RECOGNITION

7. HUMAN RESOURCES REPORT

ACTION ITEMS

- 8. PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR TKE ENGINEERING, INC.**
It is recommended to authorize the General Manager to execute an agreement with TKE Engineering, Inc., on an as-needed basis for a period of one year at a not-to-exceed amount of \$250,000.
- 9. PROFESSIONAL ENGINEERING SERVICE CONTRACT FOR HEITEC CONSULTING**
It is recommended to authorize the General Manager to execute an agreement with HEITEC Consulting, on an as-needed basis for a period of one year at a not-to-exceed amount of \$150,000.
- 10. RESOLUTION 2021-06 RECOMMENDING APPROVAL OF SKYBORNE DEVELOPMENT - PARTIAL ASSIGNMENT AND ASSUMPTION AGREEMENT**
It is recommended that the Board of Directors adopt Resolution No. 2021-06, recommending approval of a Partial Assignment and Assumption of Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement authorizing Skyborne Ventures, LLC to assign water connection fee credits to Lennar Homes of California, LLC as required by the Second Amendment to the Public Water System Improvement and Water Service Connection Fee Credit / Reimbursement Agreement for Tract No. 32030, and complete with all exhibits.
- 11. FIRST AMENDMENT TO CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS**
It is recommended to authorize the General Manager to amend the contract with B-81 Paving Inc., for the pavement repairs for water and sewer projects, to the amount of \$115,000.00, and authorize the General Manager to do all things necessary to complete the project.
- 12. AWARD OF CONTRACT FOR PROFESSIONAL SERVICES AND SOFTWARE AS A SERVICE PROVISIONS WITH WATERSMART SOFTWARE, INC. FOR THE INTEGRATION AND MAINTENANCE OF A CUSTOMER PORTAL SOFTWARE**
It is recommended to authorize the General Manager to award a five (5) year contract to WaterSmart Software, Inc. for a Customer Portal software in the amount of \$180,570 and authorize the General Manager to do all things necessary to complete the project.

DISCUSSION ITEMS

- 13. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 14. REGIONAL URBAN WATER MANAGEMENT PLAN UPDATE**
- 15. ADMIN/CORP YARD BUILDING UPDATE**
- 16. STRATEGIC COMMUNICATIONS PLAN YEARLY 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.

17. APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

Study Session - April 15, 2021

Board Meeting - April 19, 2021

18. REGISTER OF DEMANDS

The register of demands totaling \$1,643,340.35

DIRECTOR'S REPORTS**19. UPCOMING EVENTS AND DIRECTOR REPORTS****REPORTS****20. GENERAL MANAGERS REPORT****21. FINANCIAL REPORT****22. DISTRICT COUNSEL REPORT****23. DIRECTOR COMMENTS****CLOSED SESSION****24. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1).

One Case: Case No. PSC 1600676

(Mission Springs Water District vs. Desert Water Agency)

CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. RIC 2003782

(George Padilla and Sharon Moreno vs. Mission Springs Water District)

CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: (MSWD vs. Master Meter)

25. REPORT ON ACTION TAKEN DURING CLOSED SESSION**26. 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 <https://www.mswd.org/board.aspx>. NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.

CERTIFICATION OF POSTING

I certify that on or before May 10, 2021, 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).



Arden Wallum
Secretary of the Board of Directors

AGENDA REPORT
REGULAR BOARD MEETING OF MAY 13 & 17, 2021

HUMAN RESOURCES REPORT

PERSONNEL ACTIVITY FOR THE PERIOD APRIL 1 - 30, 2021

NEW HIRES

None

ANNIVERSARIES

Nancy Mezquita	Customer Service Representative III	29 Years
David Pena	Field Service Representative II	16 Years
Robert Lopez	Purchasing and Warehouse Specialist	15 Years
Ann Rogers	Customer Service Representative I	5 Years
Jason Weekley	Field Operations Technician II	1 Year

PROMOTIONS

None

CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

Alex Nine	Grade II Water Distribution certificate
Julio Martinez	Grade II Water Distribution certificate

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING

DATE(S): MAY 13 & 17, 2021

FROM: Danny Friend – Director of Engineering and Operations

FOR: ACTION X DIRECTION INFORMATION



PROFESSIONAL GENERAL ENGINEERING SERVICES CONTRACT RENEWAL FOR TKE ENGINEERING, INC.

STAFF RECOMMENDATION

Approve the scope of work and proposed agreement and authorize the General Manager to renew an agreement with TKE Engineering, Inc. on an as-needed basis for a period of one year at a not to exceed amount of \$250,000.

SUMMARY

The District continues to use outside engineering consultant(s) on an as-needed basis to assist staff with District project and construction management, development projects, plan and document review, special projects, and with future planning of District facilities.

ANALYSIS

Staff issued a Request for Qualifications/Proposal for Professional General Engineering Services in 2020; TKE Engineering was one of the four respondents. Renewing the contract with TKE Engineering will allow staff to continue to utilize their professional engineering services, as required, on a time and materials basis. This practice complements and replaces the reduced engineering staffing level needs and helps to accomplish the customary engineering services the District needs to continue to provide. TKE's services include plan review, consultation, and review of planning documents, preparing agreements and general engineering services. Outside consultants also bring with them a variety of skilled services they have available in-house, which if duplicated at the District would be a substantial cost.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for services is not anticipated to exceed \$250,000 per year. As of May 3, 2021, the line-item expense for TKE for this fiscal year is \$69,000 of the approved budget amount of \$90,000. Other approved costs have been charged to capital job numbers such as the MSWDRWRF, CVRWMG, Well 42, Terrace Reservoirs Rehabilitation and Site Improvements, Vista Reservoir No. 2, Well 24 Rehabilitation and the Water and Wastewater Master Plans Update projects, which are outside the current line item. Total amount paid this fiscal year averages around \$19,000/month for line item and capital costs combined. Staff will monitor and manage the use of the consultant to maintain acceptable levels of cost based on the needs presented.

ATTACHMENTS

TKE Engineering, Inc. Agreement for Professional General Engineering Services

**Agreement for Professional Services
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Telephone (760) 329-6448 - FAX (760) 329-2482**

For your protection, make sure that you read and understand all provisions before signing. The terms on Pages 2 - 6 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

**TO: TKE Engineering, Inc.
2305 Chicago Ave.
Riverside, CA 92507**

DATE: June 1, 2021 _____

CONTRACT DIR # _____

TITLE: Professional General Engineering Services 2021-22

The undersigned Consultant agrees to furnish the following:

All Work/Services per the attached Exhibit A – Technical Proposal and in accordance with Exhibit B – Rate Schedule 2021-2022 as provided by TKE Engineering, Inc., and per Exhibit C – Term, Early Termination & Notice

Contract price \$: Not to Exceed \$250,000.00

Term: One (1) year from the effective Agreement DATE above

Instructions: Sign and return the originals. Upon acceptance by Mission Springs Water District, a copy will be signed by its authorized representative(s) and promptly returned to you. Insert the names of your authorized representative(s) below.

Accepted: _____
Mission Springs Water District

Consultant: _____
TKE Engineering, Inc.
(Business Name)

By: _____
Arden Wallum

By: _____
Steve Ledbetter

Title General Manager

Title Vice President

Other authorized representative(s):
Danny Friend
Director of Engineering and Operations

Other authorized representative(s):
Michael Thornton
President

Luiz Santos
Associate Engineer

Terry Renner
Senior Vice President

Consultant agrees with the Mission Springs Water District that:

- a. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Consultant's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Consultant's performance or non-performance of the work hereunder, and shall not tender such claims to Mission Springs Water District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out the performance of the work or furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
- c. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Consultant will comply with such provisions before commencing the performance of the professional services under this agreement. Consultant and sub-consultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- d. Consultant will file with Mission Springs Water District, before beginning professional services, a certificate of insurance satisfactory to Mission Springs Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall not be cancelled except with notice to Mission Springs Water District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District. The retroactive date (if any) is to be no later than the effective date of this agreement. Consultant shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work. Consultant shall purchase a five-year extended reporting period i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- e. Consultant will file with Mission Springs Water District, before beginning professional services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to Mission Springs Water District evidencing

Coverage – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)

2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limit – The consultant shall maintain limits no less than the following

1. General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).
2. Auto liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.
3. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

Required Provisions –

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later editions is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
 - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
 - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District.
 - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
 - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
 - g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
 - h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.

- i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state and federal regulations and statutes including but not limited to Cal/OSHA requirements.
- j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.
- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees, and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement

- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute.
- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.
- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.

- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein, hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.
- dd. Pursuant to Section 1770, and following, of the California Labor Code, the consultant shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the office of the Owner, which copies shall be made available to any interested party on request. The consultant shall post a copy of such determination at each job site.

This project is subject to the State of California "Prevailing Wage Rates".

This project is subject to the requirements of California Labor Code Section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices and compliance with other applicable requirements. In accordance with provisions of Section 1773 of the Labor Code, the Director of the Department of Industrial Relations has ascertained the general prevailing rate of wages and employer payments for health and welfare, pension, vacation, and similar purposes applicable to the craft, classification, or type of workers employed on the work. The wage determinations shall be included in the bid specifications. All pertinent wage determinations shall be posted on the jobsite. If federal funding is included in the project, the higher of the State and Federal wage rates shall be used.

Pursuant to SB854, no contractor or subcontractor may work on a public works project unless registered with DIR for contracts awarded on/after April 1, 2015. General Contractors shall ensure all subcontractors executing work under the contract are DIR registered. All public works contractors and subcontractors to furnish Certified Payrolls and related records to the Agency's representative and shall also furnish electronic certified payroll records directly to the Labor Commissioner using the DLSE's online portal.

REQUEST FOR PROPOSAL

On-Call Professional General Engineering Services



for:

Mission Springs Water District
 66575 Second Street
 Desert Hot Springs, CA 92240



April 30, 2020

Prepared by:



2305 Chicago Avenue
 Riverside, California 92507
 (9 5 1) 6 8 0 - 0 4 4 0

WWW.TKEengineering.COM

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Appendixes

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CONTACT INFORMATION

Prepared for:



**Mission Springs Water
District**

66575 Second Street
Desert Hot Springs, CA 92240
Contact: Luiz Santos, Associate Engineer
Phone: (760) 329-6448 Ext. 125
Email: lsantos@mswd.org

Prepared by:



TKE Engineering, Inc.

2305 Chicago Avenue
Riverside, CA 92507
Contact: Steve Ledbetter, P.E., Vice President
Phone: (951) 680-0440
Email: sledbetter@tkeengineering.com



T K E E N G I N E E R I N G , I N C .

April 30, 2020
 Mr. Luiz Santos
 Associate Engineer
Mission Springs Water District
 66575 2nd Street
 Desert Hot Springs, CA 92240

Subject: On-Call Professional General Engineering Services

Dear Mr. Santos

Thank you for the opportunity to present this material outlining TKE Engineering, Inc.'s (TKE's) qualifications. Enclosed herein is a comprehensive proposal depicting our qualifications and abilities to provide turnkey professional general engineering services to Mission Springs Water District (MSWD) for as needed planning, design and construction of water and sewer systems.

A. Consultant Identification - TKE, a California Corporation, is located less than 15 minutes from the MSWD service area at 2305 Chicago Avenue, Riverside, California 92507 and can be reached by phone at (951) 680-0440. TKE has a longstanding partnership with MSWD assisting with water resource management and capital project development and implementation. TKE currently provides the City of Highland, Hesperia, Fontana, Adelanto, Calimesa, Riverside County Flood Control and Water Conservation District and the City of San Bernardino Municipal Water Department, with On-Call Engineering Services and is highly qualified to perform the services necessary for project delivery. TKE is enthusiastic about the opportunity to continue to assist MSWD in improving the water and sewer system infrastructure within the community.

TKE is committed to providing high quality, efficient services to meet all of the MSWD's needs. TKE's Project Manager will be in contact with MSWD staff biweekly to ensure that we are progressing on schedule and are within our allocated budget. It is this personal touch and contact that define our "local service" approach. We consider ourselves community builders and take ownership of projects assigned to TKE, ensuring that our personnel will be allocated on an as needed basis in order to complete all projects on schedule.

B. Project Team – TKE is a full service, multi-disciplinary consulting firm, licensed in California and offering in-house delivery of planning, grant acquisition and administration, preliminary design, final design, topographic surveying, mapping, right-of-way engineering, legal and plat preparation, utility research, coordination and relocations services, bid assistance, construction management, inspection, plan checking, and construction staking services for wastewater systems, water systems, recycled water systems, transportation, street widening, pavement rehabilitation, sidewalk, parking lots, traffic signal, striping, grading, storm drain, detention/retention basins, and park improvement projects. Our wide variety of services and expertise allows us to complete nearly all services in-house.

TKE's has developed an excellent working relationship with numerous subconsultants for geotechnical, structural and environmental services. TKE will work with MSWD on an as needed basis to bring on subconsultants in accordance with any DBE requirements set forth by each project's funding source. Our years of experience working with numerous grant funding sources allows our team to seamlessly provide MSWD a full range of project services no matter what type of project is required.

Our experience in the region with MSWD, the City of Highland, Hesperia, Fontana, Adelanto, Calimesa, Riverside County Flood Control and Water Conservation District and the City of San Bernardino Municipal Water Department, numerous accomplishments as well as management skills will help maintain continuity in

the delivery of the MSWD's upcoming projects and makes TKE an excellent fit to continue providing services to MSWD. TKE takes a team approach to all projects and emphasizes the importance of constant communication between all members of the team, from the client to the consultants.

C. Addenda – TKE acknowledges receipt and incorporation of Addendum No. 1 dated April 23, 2020 related to the bid opening procedure.

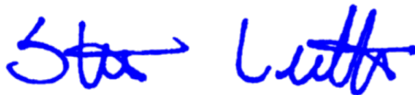
D. Contact Person – Steven W. Ledbetter, P.E., TKE's Vice President, will be the contact person during the proposal evaluation period. Mr. Ledbetter works from TKE's only office location located at 2305 Chicago Avenue, Riverside, California 92507 and can be reached by phone at (951) 680-0440 or by email at sledbetter@tkeengineering.com.

E. Proposal Validity – TKE's proposal shall remain valid for a period of 90 days from the date of submittal.

F. Authorization – TKE's proposal is signed by a principal of the firm who is authorized to bind TKE to the terms of the proposal and the firm is comprised of civil engineers and land surveyors fully licensed by the State of California.

Thank you for your consideration. If you have any questions, please call me at (951) 680-0440 or e-mail me at sledbetter@tkeengineering.com.

Sincerely,



Steven W. Ledbetter, P.E.
Vice President
TKE Engineering, Inc.

SECTION B: BACKGROUND AND UNDERSTANDING OF SCOPE OF SERVICES

BACKGROUND

TKE is a full-service, local, multi-disciplinary firm with a wide range of experience in water, sewer, recycled water and public works improvement projects. TKE employs a team of 41 engineers, construction managers, surveyors, inspectors, drafters, and administration support staff. TKE is a certified small business in the state of California. More than 90% of TKE's core staff has been with us for ten years or more, creating an extremely cohesive team. TKE is a California corporation founded in 2000, and in the last twenty years has developed into one of Southern California's premier full-service consulting engineering firms.

TKE is a firm capable of managing and delivering municipal water and sewer consulting engineering services. We specialize in project management, design and construction administration of all types of public works projects including water, wastewater and recycled water, street widening, pavement restoration, street enhancements, roundabouts, pedestrian and bike enhancements, traffic signal modifications, signing and striping, storm drain, flood control basins, parks, and other public works maintenance projects.

As described in our proposal, TKE has a vast amount of pipeline, storage, delivery and treatment design experience, having designed over 100 miles of pipe, numerous reservoirs, lift stations, pumps and treatment systems over the past 20 years. We specialize in the successful completion of projects with tight budgetary and scheduling constraints. TKE's broad range of successful services includes turnkey program and project management and delivery for a diverse array of pipeline design projects, including large and small diameter CML& C, WSP, DIP, and PVC for water and/or recycled water projects, and PVC, RCP and VCP for wastewater projects. TKE vast experience includes every aspect of water and sewer system construction.

TKE currently provides engineering services for several water districts and municipalities and is extremely familiar with the requirements to successfully complete all of the water and sewer services listed in this RFP. TKE's broad range of successful services includes turnkey programs, grant funding management, and delivery for a diverse array of projects. A brief list of on-call municipal clients together with projects that TKE has successfully completed is presented in our proposal. MSWD will benefit from our broad range of experience through our intimate understanding of the common pitfalls for each project variation and our past history of successfully overcoming these challenges.

In addition, TKE's experience includes a comprehensive understanding of the MSWD standard plans for sewer and water, American Water Works Association (AWWA), Standard Specifications for Public Works Construction (Green Book), project scheduling programs (including critical path methodology relating to interagency and interdepartmental coordination), and Caltrans Local Assistance project processing. Finally, TKE's extensive funding administration experience will also greatly benefit MSWD. TKE routinely provides grant writing and administration services for numerous Districts, Agencies, and Cities throughout Southern California.

MSWD will benefit greatly by continuing the vision, leadership, and dedication to community exhibited by TKE's project team. TKE's numerous accomplishments and management skills will help maintain continuity in the delivery of the services. In particular, Steven Ledbetter, TKE's Vice President, project manager, and primary contact, is a registered civil engineer licensed in the State of California. Mr. Ledbetter has a vast amount of similar experience which extends from project planning to design and bidding through construction. His excellent project and construction management skills will provide a great benefit to MSWD. Additionally, his experience with "cutting edge" creative engineering techniques focused on cost control, ensure that projects provide the maximum value for the public's investment. Some of Mr. Ledbetter's key strengths are communication, organization, and issue resolution. Mr. Ledbetter's effective communication skills ensure that all stakeholders are constantly advised of project progress. His proactive organizational program effectively manages his schedule, documents action items with required follow-up, and continuous budget and schedule reviews will anticipate needs for future action items. Lastly, Mr. Ledbetter's 'can do' approach to all project issues always results in resolution. Mr. Ledbetter prides himself in maintaining a professional working relationship with each stakeholder regardless of conflict. His perseverance and vast knowledge and experience of issues will resolve challenges while protecting MSWD's interests. MSWD will find that Mr. Ledbetter's team approach provides the 'best working partnership' to meet the District's engineering needs.

Supporting Mr. Ledbetter will be TKE's key personnel, including Michael Thornton, Terry Renner, Zuzanna Rand, Mike Heath, and Ron Musser. Each of these employees will remain in-place throughout the term of the contract. There will not be any changes in personnel during the contract duration without MSWD's approval.

TKE is committed to assisting MSWD in achieving its goal of delivering public infrastructure. To deliver public infrastructure MSWD desires to partner with consultants to develop comprehensive projects, prepare cost effective designs, complete regulatory and CEQA compliance processing, comply with funding resource requirements, and deliver projects within budget and on schedule. TKE is committed to completing all project tasks working closely with MSWD project management. The projects that MSWD endeavors to complete will include significant challenges and requires the consultant with the 'right' experience. Challenges include, but are not limited to, coordination and permit acquisition from Caltrans, flood control, US Army Corps of Engineers, and utilities. TKE has completed similar projects requiring such permitting and is highly qualified to provide all of the services that MSWD will require for successful project completion.

TKE is committed to providing high quality, efficient services to meet all of the MSWD's needs. If desired, we will meet with MSWD staff regularly to discuss requirements and scheduling needs. In addition, we will be in contact with project stakeholders as often as required to keep projects proceeding efficiently, on schedule and within allocated budgets. It is this personal touch and contact that define our 'local service' approach.

Our broad array of services and in-house team provide MSWD a trusted consultant to turn to in any challenge, no matter how simple or complex. We pride ourselves in the management and completion of special, atypical projects and thrive on challenging budgets and deadlines. It is this commitment to service and diverse array of offerings that makes us unique and drives our long-standing relationships with our client base, and it is these qualities that make us 'the right fit' for MSWD. Understanding that all aspects of the project are important, our team brings TKE management level professionals to projects ensuring that every aspect receives full and comprehensive consideration.

All of TKE's resources will be committed to the MSWD's needs as they arise. We encourage MSWD to verify our performance with our professional references provided in the proposal.

TKE's management team and staff are fundamentally committed to creating value in each task that we perform. As such, we have created a professional culture wherein each

member of our staff constantly strives for increased efficiency, ultimately allowing us to provide highly professional services at competitive rates. This culture of constant value creation and increased efficiencies ensures that the services contracted to, and provided by TKE, will always mean good stewardship of resources.

UNDERSTANDING SCOPE OF SERVICES

Due to the broad range of the required scope of services, TKE has presented our understanding of a few key services for anticipated projects in the following paragraphs:

Engineering Design Services

For design projects, TKE will provide the following services to deliver a complete, bid ready design package (i.e. plans, specifications, and engineer's estimate):

- Oversee and ensure that all measures of the specific project's scope of services are completed in a timely and professional manner with an emphasis on providing MSWD with a high-quality project.
- Prepare and maintain a project schedule identifying the critical path for expeditious project completion.
- Provide progress reports monthly or as deemed required.
- Conduct and attend design kick-off meeting with all stakeholders.
- Schedule and conduct Project Development Team (PDT) meetings and other necessary meetings; prepare agendas and minutes; and distribute to all applicable entities (not just attendees) within three (3) working days.
- Obtain, review, and analyze available records.
- Complete design surveying to obtain topographic mapping for the project.
- Prepare base construction drawings.
- Prepare preliminary design, typically consisting of selecting preferred alignments and identifying critical project constraints.
- Identify the environmental impacts associated with the project. Prepare an exemption or engage our environmental subconsultant to

- prepare the appropriate level of environmental analysis.
- Coordinate with our geotechnical subconsultant and prepare a full geotechnical evaluation for the project.
- Meet with MSWD staff to discuss the project and receive comments.
- Prepare 60% design drawings, with both plan and profile views, draft specifications, and preliminary engineer's estimate.
- Submit drawings to utility and other agencies that may have facilities affected by the project for review.
- TKE will prepare and process any required permit applications.
- Coordinate with MSWD to complete any utility verifications at critical interfaces.
- 60% design review meeting with MSWD staff to receive comments and review other project requirements (i.e. environmental, geotechnical, utility conflicts, permitting, etc.).
- Prepare 90% design drawings, specifications, and engineer's estimate.
- 90% design review meeting with MSWD staff to receive comments.
- Prepare 100% design drawings, specifications, and engineer's estimate.
- After final review by MSWD staff, TKE will prepare and submit final bid documents to MSWD.
- Resubmit final drawings to all agencies/utilities having underground facilities in the project area requesting that they verify their facilities are shown correctly and we will advise them of the project construction schedule.
- Assist MSWD with project bidding, including attending pre-bid field walk and responding to RFIs, as required.

Engineering Support Services

Throughout the contract term, TKE will provide the following services in support of MSWD's Engineering Department:

- Prepare and maintain a project schedule identifying the critical path for expeditious project completion.
- Conduct and attend design kick-off meeting with all stakeholders.
- Schedule and conduct Project Development Team (PDT) meetings and other necessary meetings; prepare agendas and minutes; and distribute to all applicable

- entities (not just attendees) within three (3) working days.
- Schedule, facilitate, and attend public meetings, as necessary.
- Provide progress reports monthly or as deemed required.
- Compose all correspondences to keep the project on schedule.
- Check all contracts documents to ensure compliance with the MSWD standards and funding requirements, as required.
- Prepare all submittals in accordance agency requirements, as required.
- Prepare reimbursement requests and invoices to funding agencies, as required.
- Prepare agreements and Purchase Orders.
- Coordinate with and prepare inter-agency agreements.
- Coordinate with funding agencies and prepare reports, update funding reports, and grant applications as necessary for project funding.
- Prepare project update write-ups.
- Prepare project estimates and budgets.
- Issue all necessary Notices to Proceed (NTP).
- Review and process all invoices (MSWD staff will approve).
- Compose Requests for Proposal (RFP), Notices Inviting Proposals (NIP), and Scopes of Services to retain other related design services, construction, such as Design Review, Surveying, Inspection, Geotechnical, Material Testing, etc.; coordinate and schedule these services; and review proposals as necessary.
- Maintain all project files in accordance with MSWD format.
- Facilitate, coordinate, and oversee the ongoing daily actions required to completely provide the full level of intended service and ensure that the project meets all applicable Federal, State, and local requirements.
- Oversee and ensure that all measures of the specific project's scope of services are completed in a timely and professional manner

with an emphasis on providing MSWD with a high-quality project.

- Act as a liaison between MSWD and all project stakeholders on order to accomplish the full project services intended by MSWD.
- Ensure that all appropriate communication, correspondence, and reports are completed on an ongoing basis in a timely manner to the satisfaction of the MSWD.
- Prepare MSWD Board of Directors staff reports, presentations, and associated documentation.
- Utility correspondence letters and e-mails.
- Federal, State and local correspondence.

Water Supply Assessment Services

When performing a water supply assessment and similar planning documents, TKE will provide: Prepare and maintain a project schedule identifying the critical path for expeditious project completion

- Conduct and attend design kick-off meeting with all stakeholders
- Review current legislative requirements and recently passed updates related to urban water management plans (UWMP), water supply assessments/verifications (WAS/V), etc.
- Clarify and establish plan goals and project description
- Identify project needs
- Analyze proposed project demands and impacts to MSWD's system
- Verify consistency with the most recent approved water supply planning document (i.e. UWMP, groundwater management plan, SGMA annual report, etc.)
- Develop the project WSA/V to address the information above and include water demand projections consistent with project description to meet the requirements of SB 610/SB 221
- Submit the draft WSA/V will to MSWD, developer, and others for review and comment.
- After receiving comments, prepare the final WAS/V.
- Ensure plan is completed in the required time frame.

Grant Writing and Administration Services

Our project team has extensive experience with not only grant writing and management, but our approach in delivering

successful grant applications. TKE understands we will be responsible for providing the following grant related services to MSWD:

- Conduct funding research to identify grant resources including but not limited to federal, state, and local agencies as well as private foundations/organizations that fund municipalities.
- Review MSWD's capital improvements projects, master plans, strategic plan, and growth impacts to develop a comprehensive list of potential projects and work with MSWD staff to prioritize the list of projects.
- Identify funding streams and match to projects based on need, funding availability, schedule, and budget, including our Go/No-Go analysis.
- On a regular basis provide MSWD with a summary of potential funding opportunities relevant to the needs of MSWD.
- Compose grant proposals on behalf of MSWD, including the preparation of a budget, coordinate preparation of exhibits such as concept plans, and compile demographic data and any other necessary items for grant applications.
- Assist MSWD in meeting with the Funding Agency to explain the project and get feedback on how the project will fit with the funding program. Insight is gained on what key project elements and benefits the Funding Agency is looking for.
- TKE will assist MSWD staff in engaging the Board to work with Federal, State, Regional, and Local agencies for project support. For certain funding opportunities, TKE has assembled upwards of 20 support letters to better highlight the project's need, impact in the community, and public/legislative backing.
- Develop comprehensive understanding of grant program scoring.
- Prepare a technical analysis for projects aimed at identifying and highlighting economic benefits and sustainability improvements. These are key scoring elements in all grant application.

- Prepare grant applications, including work plans, budgets, scheduled, and project benefits, with focus on hitting grant scoring metrics.
- Prepare a Long-Range Funding Application Program, identifying funding opportunities early will provide MSWD with an understanding of future Capital Improvements Projects planning and staffing needs.
- Reach, inform and involve constituents and stakeholders of planning proposals, projects and programs
- TKE will serve as the main point of contact between MSWD and Funding Agency. We will administer the grant on behalf of MSWD.
- Provide Grant Administration and Reporting, as required.
- Ensure compliance with Funding Agency Rules and Regulations (e.g. Right-of-Way Acquisition Processes, Environmental Compliance Documentation)

SECTION C: PERSONNEL QUALIFICATIONS

BIOGRAPHIES

Michael P. Thornton, P.E., P.L.S., M.S. – Principal in Charge

Education

Bachelor of Science – California State Polytechnic University, Pomona, Civil Engineering

Masters of Science – California State University, Long Beach, Civil Engineering

Experience

34 Years

Credentials

California Professional Civil Engineer #44226

California Professional Land Surveyor #6867

Mr. Michael P. Thornton, President, will ultimately be responsible for all services provided by TKE.

Mr. Thornton has over 34 years of experience as a civil engineer. He has worked on a variety of public works engineering projects including water system improvements, wastewater system improvements, and recycled water system improvements, street improvements, park improvements, bike trail improvements and drainage improvements, projects. Mr. Thornton has been responsible for all project aspects including funding administration, planning, evaluating, and designing these projects and has provided construction engineering and surveying services for these same projects.

In addition to project related experience, Mr. Thornton has provided consulting engineering services to various communities as its City/District Engineer. City/District Engineering duties include, public staff management, land development processing, CIP development, including budgets and funding sources, regulatory agency coordination and permitting, public presentations, CEQA compliance processing, and responses to public inquiries.

Steven W. Ledbetter, P.E. – Project Manager

Education

Bachelor of Science – California State Polytechnic University, Pomona, Civil Engineering (Environmental)

Experience

19 Years

Credentials

California Professional Civil Engineer #84044

Mr. Ledbetter has over 19 years of professional experience in the civil engineering industry. He has handled various

critical and challenging projects from planning through design and implementation; all while ensuring that a quality product which meets specifications is delivered on schedule. He has a well-rounded background with experience in preparation and analysis of street and utility improvement plans and specifications, potable and non-potable water, wastewater, and drainage; utility master planning including computer modeling, analysis, and report preparation; water supply planning including feasibility studies, urban water management plans, water supply assessments, and verifications; storm water compliance reporting including water quality management plans and, storm water pollution prevention plans, permitting and grant writing for various State and Federal agencies.

Mr. Ledbetter has provided On-Call services listed herein to MSWD directly over the last 4-years and indirectly over the last 10 years. He has significant knowledge of MSWD and the Coachella Valley

Mr. Ledbetter's greatest attribute is his ability to deliver projects and his vast experience ensures success again and again. He also understands the importance of working as a team member. Mr. Ledbetter understands that he will be given direction from MSWD staff and fully understands the need to maintain proper protocol while providing services. He further understands that his role will be to implement a design that meets the needs of the MSWD while maintaining the project budget.

Terry M. Renner, P.E., Q.S.D. – Project Manager

Education

Bachelor of Science – California State Polytechnic University, Pomona, Civil Engineering

Experience

20 Years

Credentials

California Professional Civil Engineer #69984

California Qualified SWPPP Developer #24329

Arizona Professional Civil Engineer #55194

Mr. Terry Renner will be responsible for all day to day management of the services provided by TKE.

Mr. Renner has over 20 years of project and construction management experience for all types of public works, civil engineering, and surveying

projects. He has extensive experience in the design and construction of public works improvement projects, including water systems, recycled water systems, street widening, pavement rehabilitation, traffic signal, drainage systems, sewer systems, ADA enhancements, and pedestrian enhancement improvements projects.

As a project manager, Mr. Renner has been responsible for design production, supervising a staff of engineers and drafters, coordinating work between the production team and the client, and for submitting all deliverables in a timely manner. He has successfully delivered a wide variety of complex and challenging projects and is dedicated to ensuring that the plans produced by TKE continue to exceed industry standards.

Zuzanna Rand, P.E., M.S. – Project Engineer

Education

Master's Degree in Environmental and Water/Wastewater Engineering – University of Zielona Góra, Poland

Experience

26 Years

Credentials

California Professional Civil Engineer #65967

Ms. Rand has over 26 years experience with master planning, engineering, design, construction, and operation of water, recycled water, and wastewater infrastructure projects, ranging in construction cost up to \$34 million. She specializes in engineering and operation of water and wastewater treatment plants, water distribution and wastewater collection systems. Ms. Rand has performed or managed and overseen projects involving feasibility studies (FS), preliminary design report (PDR), final design, construction support, and start-up of wastewater treatment plants, wastewater collection systems, pump stations, water and recycled water storage and distribution facilities.

Michael Heath, P.E. – Project Engineer

Education

Bachelor of Science – Cal State University Long Beach, Civil Engineering

Experience

21 Years

Credentials

California Professional Civil Engineer #63401

Mr. Heath has over 21 years of experience in staff augmentation, design and preparation of construction documents for street improvements, water and sewer improvements, pavement rehabilitation, storm drain infrastructure, grading and demolition, and right-of-way

engineering. He has provided engineering design for capital improvement program (CIP) projects, staff augmentation, development review, and plan checking services for several municipalities and agencies in the counties of San Bernardino, Riverside, Orange, Los Angeles, and San Diego, California. His experience includes storm drain master plans, hydrology and hydraulic studies, and sewer master plans. Many of his projects have involved pavement rehabilitation, asphalt overlay, curb and gutter replacement, water, sewer and recycled water pipelines, storm drain infrastructure, landscaped medians, signing and striping, signal modifications, traffic improvements, and accessibility pathways in accordance with the American with Disabilities Act (ADA).

Ronald A. Musser, P.L.S. – Senior Surveyor

Education

Riverside Community College

Experience

52 Years

Credentials

California Professional Land Surveyor #4230

Mr. Musser has over 52 years of experience in performing field and office surveying and plan checking services for public and private projects including water, wastewater, recycled water, drainage, roadway and highway projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects and map checking over the past 13 years. In addition, he has prepared records of survey, parcel maps, tract maps, lot line adjustments, right-of-way acquisition, easement acquisition, and lot mergers in San Bernardino County, Riverside County, Los Angeles County, Orange County, and San Diego County. He has performed boundary, topographic, ALTA, and precise level surveys as well as Global Positioning Surveys. Mr. Musser currently provides on-call survey and map checking services to the City's of Upland, Hesperia, Wildomar, Azusa, Pico Rivera, Highland, and Calimesa.

PRESENT WORKLOAD

Below is a summary of current workloads our project managers are currently engaged in:

<u>Name/Role</u>	<u>Current Work</u>		<u>% Commitment</u>
Steven Ledbetter Project Manager	On-Call General Engineering Services ^[1]	Mission Springs Water District	70%
	West Valley Water Reclamation Program	Mission Springs Water District	10%
	On-Call Water Resource Management	City of Upland	5%
	Calimesa Creek	City of Calimesa	5%
	Proposed Project Availability^[2]:		10%
<p>[1] This includes all MSWD projects Mr. Ledbetter is currently engaged in, except the West Valley Water Reclamation Program (e.g. Well 42, Terrace Reservoirs, Desert Willows Waterline, SGMA, IRWM, 2020 UWMP, etc.).</p> <p>[2] If selected, Mr. Ledbetter will continue his current project manager role with MSWD (80%+ of Workload) and continue serving as the client liaison for TKE.</p>			

<u>Name/Role</u>	<u>Current Work</u>		<u>% Commitment</u>
Terry Renner Project Manager	On-Call Construction Management and Inspection ^[1]	Mission Springs Water District	10%
	Civic Center Park and Amphitheater	City of Moreno Valley	25%
	Jurupa Hills Lift Station	Rubidoux Community Services District	15%
	Article III Sidewalk Improvement Project	City of Highland	15%
	Proposed Project Availability:		35%
<p>[1] This includes both MSWD construction projects Mr. Renner is currently engaged in, AMI Meter Replacement Project and North Indian Canyon Sewer Project.</p>			

<u>Name/Role</u>	<u>Current Work</u>		<u>% Commitment</u>
Zuzanna Rand Project Manager	GQPP Areas H&I Design	Mission Springs Water District	10%
	Regional Conveyance Line	Mission Springs Water District	5%
	Vista Reservoir No. 2	Mission Springs Water District	10%
	Holly Drive Reservoir	San Antonio Water Company	15%
	Forebay Pump Station	Yuima Municipal Water District	25%
	Proposed Project Availability:		35%

<u>Name/Role</u>	<u>Current Work</u>		<u>% Commitment</u>
Mike Heath Project Manager	On-Call General Engineering Services	County of Riverside Transportation and Land management Agency	50%
	Bill Barber Community Park	City of Irvine	5%
	On-Call General Engineering Services	City of Calimesa	15%
	County Line Road LPP	City of Calimesa	5%
	Proposed Project Availability:		25%

<u>Name/Role</u>	<u>Current Work</u>		<u>% Commitment</u>
Ron Musser Senior Surveyor	GQPP Areas H&I Design	Mission Springs Water District	5%
	Civic Center Park and Amphitheater	City of Moreno Valley	15%
	Pacific Street Pavement Rehabilitation	City of Highland	25%
	On-Call Plan Checking	City of Hesperia	15%
	Proposed Project Availability:		40%

Additional information regarding completed projects and similar services by the TKE Team, please refer to project references in Section D and individual resumes in Appendix A. Further, please refer to Section E for additional description on how TKE plans to respond to meet the changing needs of MSWD.

SECTION D: EXPERIENCE AND REFERENCES

TKE ENGINEERING INC. AT A GLANCE



City/District Engineer

City Engineer in 6 Cities/Districts



Staff Augmentation

TKE currently provides Staff Augmentation in 10 Cities / Counties / Districts



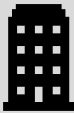
On-Call Contracts

TKE currently provides Engineering and project Support Services Development Plan Checking and Map Services for more than 30 Cities / Counties / Districts throughout Southern California



Size of Organization

41 Professional Engineers, Project Managers, Plan Checkers, Inspectors, Designers, Traffic Engineering Specialist, Construction Managers, Surveyors, and Support Staff



Location of Office

TKE Engineering, Inc.
2305 Chicago Avenue
Riverside, CA 92507



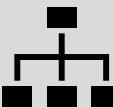
Years in Business

TKE has conducted business for the past 20 years and has 20 years of experience in providing engineering support services for water and sewer improvement Projects for public clients.



Company Structure

TKE is a California Corporation founded in June 2000. TKE is not a subsidiary. California Business License Number: 00109901



Firm Owners

Michael P. Thornton, P.E., P.L.S., M.S.
– President
Terry Renner, P.E., Q.S.D. –
Senior Vice President
Steven Ledbetter, P.E. Vice President



Mission Springs Water District's Point of Contact

Steven Ledbetter, P.E. – Vice President
2305 Chicago Avenue
Riverside, CA 92507
Phone: (951) 680-0440
Email: sledbetter@tkeengineering.com

EXPERIENCE

TKE was established with the goal of providing turnkey services for Municipal Agencies in order to benefit our community. As a result of the focus of a firm on this mission, TKE has earned a reputation for thoroughness, rapid turnaround, cost efficiency, and overall quality of work. We are a highly motivated, dynamic firm with the goal of being your preferred consultant.

TKE has provided numerous municipalities and agencies throughout Southern California with consulting services and staffing for every facet of Public Works. In addition, we have worked on multi-million dollar regional mega projects for a variety of government agencies. TKE recognizes the importance of providing quality design documents and construction management based on a client's need and workload. Our flexible support and qualified staff enables our clients to serve their constituents in a cost effective and efficient manner. TKE proudly serves municipal agencies:

Project Management

TKE provides effective project management services to a variety of clients. We have successfully delivered extensive and highly visible water, wastewater, street improvement, traffic improvement, drainage improvement, and facility improvement projects for the County of Riverside and San Bernardino, Cities of Coachella, Highland, Colton, Corona, Upland, Fontana, Rialto, Redlands, Glendora, El Monte, South El Monte, Banning, Calimesa, Moreno Valley, Hesperia, Yucaipa, Wildomar, Lake Elsinore, and Riverside and for the Municipal Agencies East Valley Water District, San Bernardino Water Department, Rubidoux Community Services District, Mission Springs Water District, Three Valleys Municipal Water District, Monte Vista Water District, and Maywood Mutual Water Company. TKE's approach has consistently allowed our partner agencies to fulfill

• • •
Our diverse experience from planning to construction management and our wide variety of projects provides our team with an intimate knowledge and expertise of common pitfalls and how to successfully overcome them for any project type
• • •

their missions of delivering the best value for the public's investment.

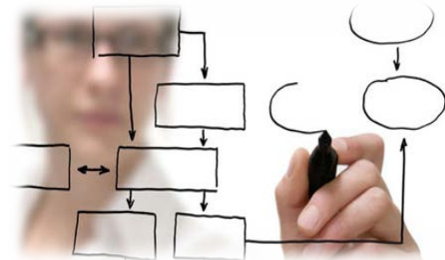


TKE's management approach includes:

- 1) Monthly Progress Reports – TKE documents project progress for all project assigned to TKE by a comprehensive project management summary. The summary includes project name and related number, description of progress, budget status, schedule compliance, and anticipated upcoming accomplishments.
- 2) Communication – Communications with agencies' staff is another important component to effective project management. In addition to the monthly progress reports, TKE meets with clients as needed to ensure the projects are proceeding as anticipated. We document each discussion or meeting with notes and electronically mail them to the project team within three days of the meeting/conference indicating action items and a schedule for completion of these items.
- 3) Record Keeping – TKE keeps records in an organized filing system both in hard copy and electronic forms. This organized filing system allows TKE to access records immediately should they be needed.
- 4) Meetings – TKE meets with project stakeholders as needed including the public, permitting agencies, utilities, etc. We meet with them at the project's onset and throughout the course of project development to ensure all stakeholder project needs are considered in the project design. All meeting preparation (Staff Reports, agendas, exhibits, slide shows, etc.) will be prepared by TKE for each meeting. Again, meetings will be documented. TKE has provided numerous similar presentations to Council's (closed sessions, council meetings, community meetings, etc.).
- 5) Team Meetings – Team meetings include all parties that have any interest in the project development. In particular, MSWD's Engineering Departments will be a

close working partner with TKE in project development and environmental compliance for capital projects.

TKE has managed publicly funded design projects throughout our history. The breadth of experience and technical skill of our staff enable us to manage a wide variety of projects, ranging from major infrastructure to the restoration and rehabilitation of significant historical structures. We ensure that all work is completed in accordance with funding contract specifications, terms, conditions, state and federal laws and regulations, and client policy.



Our management portfolio includes:

- 1) Wastewater System Projects
- 2) Water System Projects
- 3) Recycled Water System Projects
- 4) Street Projects
- 5) Traffic Signal and Striping Projects
- 6) Facilities Projects
- 7) Signing and Striping
- 8) Major Infrastructure Projects
- 9) Reconstruction and Rehabilitation

Civil Engineering

TKE regularly provides design services on a wide variety of public works improvement projects. TKE's Civil Engineering projects have included:

- 1) Sanitary Sewer Infrastructure Planning and Design
- 2) Sanitary Sewer Force Main and Lift Stations
- 3) Potable and Recycled Water Infrastructure Planning and Design
- 4) Water System Reservoirs and Pumping Facilities
- 5) Floodplain Analysis and Mapping

- 6) Local Streets and Road Design
- 7) Street Widening
- 8) Traffic Signal Design
- 9) Traffic Studies and Warrant Analysis
- 10) Traffic Impact Studies
- 11) Pavement Rehabilitation
- 12) Pavement Management Systems
- 13) Grading Studies, Design and Earthwork Analysis
- 14) Capital Improvement Programs (CIPs)
- 15) Neighborhood Improvement Preservation
- 16) Hydrologic Studies / Hydraulic Design
- 17) Storm Water Pollution Prevention Plans (SWPPP)
- 18) Sediment and Erosion Control Facilities
- 19) Hydromodification Studies / Water Quality Management Plans (WQMPs)
- 20) Storm Drainage Infrastructure Planning and Design
- 21) Water Supply Assessments & Verifications



Surveying, Mapping, and Right-of-Way Engineering

TKE provides Land Analysis services for many projects: Our Surveying and Mapping experts provide these services:

- 1) Transportation Improvements
- 2) Water / Wastewater System Improvements
- 3) Land and Real Estate Evaluations
- 4) Grade Separations
- 5) Street Widening
- 6) Construction Layout/Staking
- 7) Right-Of-Way Engineering

- 8) Boundary Surveys
- 9) Construction Surveys
- 10) Design Surveys
- 11) Legal Description Surveys
- 12) Aerial Mapping
- 13) A.L.T.A. Surveys
- 14) Topographic Surveys
- 15) Control Surveys
- 16) Easement Surveys

Staff Augmentation, Plan Check, and Inspection

TKE provides experienced, highly qualified staff with significant technical expertise and strong public relations skills for staff augmentation, plan checking and inspection. TKE is fully capable of providing staff on a full-time, part-time, on-call or interim project basis. Please refer to our project team, together with our corporate resumes to verify our team's technical ability to deliver these services.

TKE has provided similar services to those requested here for a number of different agencies. TKE understands that each jurisdiction has its own development and capital improvement standards that were developed to meet the needs of that particular community. TKE has a thorough understanding of these standards together with the needs of the community needs. For each project that TKE is assigned, TKE will verify compliance with all applicable standards. Furthermore, with our extensive experience in other jurisdictions, TKE will be able to recommend improvements to these standards to ensure expedited project delivery and enhanced public infrastructure.



Our inspection portfolio includes:

- 1) Daily review and documentation of construction activities (daily reports and digital photo of significant issues and milestones)

- 2) Monitor Contractor's daily labor force for compliance with state & federal labor laws.
- 3) Field verification of traffic control procedures and consistency with approved Traffic Control Plan
- 4) Coordinate with agencies and different stakeholders to ensure smooth progress of construction activities
- 5) Monitor project schedule
- 6) Verify quantities and assuring quality control
- 7) Field observations of construction activities
- 8) Maintain complete and accurate project records compliant with Caltrans manual
- 9) Review and recommend approval/disapproval of monthly progress pay estimates
- 10) Verify NPDES and SWPPP compliance
- 11) Prepare weekly statement of working days
- 12) Review RFI's, change orders and progress payments
- 13) Coordinate punch list and as-built plans
- 14) Ensure that materials and completed work comply with plans specifications and design criteria
- 15) Implement security procedures
- 16) Issue notices for safety concerns and violations
- 17) Coordinate with survey, material testing and other construction consultants
- 18) Review and ensure compliance with control documents, submittals, RFI's, change orders, and work change directives
- 19) Compliance with Caltrans encroachment permit requirements, if required
- 20) Preparation of punch list
- 21) Coordinate project closeouts activities which include staff report, Notice of Completion, release of retention, warranty walk, and archiving documents.

Grant Writing / Funds Management

TKE's Grant Writing/Funds Management team enables our municipal and agency partners of any size to find potential funding sources and to prepare competitive funding applications. Additionally, after funds are awarded to a partner, TKE ensures compliance with state and federal funding requirements. In the past few years, TKE has obtained millions of dollars in funding for our public works projects and transportation improvements.

Our grant writing services are enhanced by integration with engineering services to facilitate and integrate project design. This expedites project start up and completion and ensures compliance with funding requirements.

This service is so valued by our clients that our Funding Specialist is supported by several staff members including a Planning Specialist, Transportation Specialist and an Administrative Analyst.

TKE has assisted clients secure funding from the following programs:

- 1) State Water Resources Control Board
 - a. Drinking Water State Revolving Fund Program
 - b. Clean Water State Revolving Fund Program
 - c. Groundwater Grant Program
 - d. Small Communities Wastewater Grant Program
- 2) Department of Water Resources
 - a. Proposition 40 Grant Program
 - b. Proposition 1E, Proposition 84, Proposition 1, and Proposition 63 Grant Programs
 - i. Integrated Regional Water Management
 - ii. Stormwater Flood Management Program
 - iii. Sustainable Groundwater Management
 - c. Infrastructure Rehabilitation Grant



PAST EXPERIENCE

TKE continues to provide numerous municipalities and agencies with Engineering and project support consulting design and construction management services and staffing for every facet of engineering and public works projects. In addition, we have worked on a wide variety of projects, ranging from multi-million dollar regional mega projects to minor replacement projects for a variety of government agencies. TKE recognizes the importance of staffing based on a client's need and workload. Our flexible support and qualified staff enables our clients to serve their constituents in a cost effective and efficient manner.

A few examples of similar services provided by TKE are the Rubidoux Community Services District, Mission Springs Water District, San Bernardino Municipal Water District, City of Upland, City of Fontana, City of Highland, and City of Hesperia. Each are discussed below:

Rubidoux Community Services District – TKE is currently providing on-call design and construction management services to the Rubidoux Community Services District (RCS D) various water and wastewater infrastructure projects. The projects include distribution and transmission water pipelines, gravity and force main sewers and lift stations.

Mission Springs Water District – TKE is currently serving Mission Springs Water District (MSWD) as its District Engineer. In addition, TKE is providing on-call construction management and inspection services on various capital improvements projects.

San Bernardino Municipal Water Department – TKE is currently serving as the San Bernardino Municipal Water Department's (SBMWD) on-call plan check and inspection engineering consultant. TKE is responsible for all plan checking and inspection services on numerous developer improvement projects to ensure the plans are developed and constructed to SBMWD, City of San Bernardino, Health Department and all other regulatory agency standards. TKE is currently and has been providing plan check and inspection services to SBMWD since 2005 for more than 46 pipeline projects totaling more than 100,000 linear feet of pipeline installation.

City of Upland – TKE served the City of Upland as its interim City Engineer for approximately 2 years and is currently serving as its Interim Public Works director. TKE continues to be responsible for all engineering & public works activities performed by City staff including development services and CIP implementation. TKE has been providing plan and map checking services to the City since 2000. Additionally, TKE is providing on-call water

resource management services to the City, including coordination and participation with regional agencies (i.e. Chino Basin Watermaster, Inland Empire Utilities Agency, and Cucamonga basin Watermaster).

City of Fontana – TKE currently provides on-call civil engineering, construction assistance and inspection services to the City of Fontana Public Works and Engineering Departments for various Public Works Capital Improvements Projects. TKE has been providing on-call civil engineering, construction management and construction inspection services to the City for the past eighteen years, including street improvements, wastewater improvements, storm drain improvements and traffic signal projects.

City of Highland – TKE provides on-call civil engineering, construction and project management, grant writing, and inspection services to the City of Highland for Capital Improvement project coordination, planning and implementation. TKE is assisting the City Engineer with more than \$7 million in Capital Improvements projects for the current fiscal year. While providing these services to the City, TKE provided project management services, prepared numerous grant applications, performed plan checking on Capital Improvement projects, represented the City with other agencies at numerous meetings, represented engineering with the City's council and other public meetings, managed engineering budgets and project schedules, prepared and acquired right-of-way, managed funding programs, provided construction management and inspection services, provided public relations and various related work.

City of Hesperia – TKE serves the City of Hesperia as its City Engineer. TKE is responsible for all engineering activities performed by City staff including design, survey, plan check, traffic engineering, grant assistance, development services, CIP development and its implementation.

Contact information for each of these clients is presented later in this section.

ADDITIONAL RESOURCES

TKE may engage sub-consultants to aid in completing the proposed scope of work. TKE has a long history of successfully partnering with the sub-consultants presented below to deliver capital projects:

LOR Geotechnical Group, Inc.

LOR is a multi-disciplinary geotechnical, engineering, and consulting firm providing sound solutions and innovative strategies in the geotechnical, geologic, environmental, and construction inspection fields for their clients since 1988.

LOR has a multi-disciplinary staff of highly qualified and experienced licensed professionals who hold registrations in the State of California. LOR's principals are directly involved in the implementation and completion of its professional services. All of the field and laboratory personnel that will work on MSWD projects have been employed by the firm for over 10-years. Their engineers, geologists, and technical support personnel are committed to serving MSWD with personal, timely, and technically superior service. We believe that you will find our understanding of our duties for this contract to be unsurpassed and our individual and combined experience will assure you that we will deliver what is expected. LOR should have the ability to provide the anticipated geotechnical engineering and materials testing services in-house, without the use of subcontractors.

LOR provides a comprehensive organization of qualified personnel to support the technical need of MSWD's projects. LOR is Small Business Certified. Their laboratory is currently approved by the California Department of Transportation (Caltrans). Our field and laboratory personnel are Caltrans, International Code Council (ICC), American Concrete Institute (ACI), and American Construction Institute Association (ACIA) certified. Our organizational chart and resumes of the key personnel are also provided within this proposal.

Over the past five years they have provided on-call geotechnical testing and inspection services to the following Public Works and Capital Projects Departments: City of Big Bear Lake, Indio, Moreno Valley, Perris, Riverside, Santa Monica, Yucaipa, and we have also provided our services to the Counties of Riverside and San Bernardino.

A thorough understanding of site conditions is crucial to the success of any project. LOR has implemented a Quality Assurance Program (QAP) that has aided in this firm's quality of work and minimizing the errors as much possible throughout our long history. In the event an error may occur, our clients will be notified immediately and a plan to fix the error will be determined immediately to minimize the impact to the project. In their history LOR has provided a similar scope of services for numerous agencies.

For their Preliminary Geotechnical Investigation Reports they have experienced engineers and geologists that use proven site investigation techniques to accurately

characterize the surface and subsurface environment. State of the art equipment is used to explore and sample the soil, rock, and groundwater conditions. In-place soil testing is performed in order to accurately evaluate the site conditions. Their fully equipped laboratory provides proven testing methods to evaluate the mechanical properties of the soil. All laboratory and field data are processed through computerized geotechnical integration programs.

Their geotechnical engineers evaluate the proposed projects with respect to the site conditions and provide recommendations to optimize project development. Recommendations are provided to guide site selection and preparation, foundation design, pavement design, slope construction, erosion control, and general site grading.

LOR has provided geotechnical engineering services for over three thousand projects within southern California, many of which lie within the Coachella Valley. Among the types of geotechnical engineering services provided are: pavement rehabilitation design including complete removal and replacement, inlay/overlay, pulverization, asphalt recycling, subgrade stabilization, specialized design to minimize section thickness without minimizing the integrity of the section, slope stability analysis, liquefaction analysis, pipeline excavation and construction design, and best management practice storm water infiltration testing and design.

Tom Dodson and Associates

TDA incorporated in 1983, is an environmental consulting and regulatory compliance firm. Tom Dodson (President) is involved in day-to-day operation of the firm and is also involved in each project undertaken by TDA. This approach provides the company owner with knowledge and input into each project, thus ensuring that each project receives the firm's high standard for product quality.

A common theme of all TDA projects is compliance with environmental requirements while meeting project schedules. TDA works with clients to meet schedules and identify reasonable and ethical environmental requirements. For every project, TDA has found there is a mutually acceptable balance between development goals and the need to protect the environment. TDA strives to define this balance for clients and regulators and present workable solutions that both parties can accept as

the basis for implementation of projects. With over 40 years of collective experience in environmental problem-solving, TDA has been remarkably successful in meeting client and environmental objectives.

TDA is capable of providing a full range of environmental and regulatory compliance services. This includes an in-house biological staff capable of providing biological resources evaluations, as well as, revegetation and habitat restoration capabilities. TDA professionals bring more than 40 years of environmental and regulatory compliance experience to each assignment. TDA conducts environmental and regulatory compliance work for more than 100 firms and agencies with a single goal which is to make each project succeed for both the client and the environment.

TDA has provided planning and environmental consulting services for various water, hazardous waste management, biological evaluations, and base reuse projects. TDA has also prepared the environmental compliance documents needed for such projects. These documents have ranged from Initial Studies and Negative Declarations to full Environmental Impact Reports (EIRs) that meet California Environmental Quality Act (CEQA) requirements. In addition, TDA has prepared environmental documents for projects on federal land that meet the requirements of the National Environmental Policy Act (NEPA).

Over the years TDA has worked with MSWD on numerous water and wastewater projects. Work performed was for CEQA and State Water Board State Revolving Fund (SRF) projects. The most notable recent project with MSWD was for the “West valley Water Reclamation Facility” TDA worked with both TKE and MSWD to publish an Initial Study and Environmental Impact Report (IS/EIR). The IS/EIR was approved by the MSWD Board and TKE submitted it as a CEQA Plus package to the State Water Board for an SRF loan to fund the proposed reclamation facility.

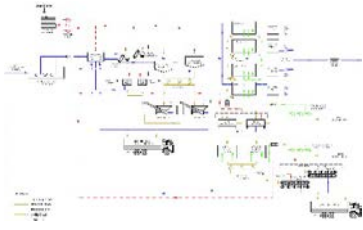
REFERENCES

Please see below for a small, but representative list of agencies who have and continue to request TKE assist them in delivering valuable projects to their communities. We respectfully request that you verify our qualifications with the listed references.

AGENCY	CONTACT NAME	PHONE NUMBER AND EMAIL ADDRESS	DATES SERVICES PROVIDED
CITY OF HESPERIA 9700 SEVENTH AVENUE HESPERIA, CA 92345	MR. MICHAEL BLAY ASSISTANT CITY MANAGER	PHONE: (760) 947-1901 FAX: (760) 240-7262 MBLAY@CITYOFHESPERIA.US	2016 – PRESENT
MISSION SPRINGS WATER DISTRICT 66575 2ND STREET DESERT HOT SPRINGS, CA 92240	MR. ARDEN WALLUM GENERAL MANAGER	PHONE: (760) 329-5169 FAX: (760) 660-4403 AWALLUM@MSWD.ORG	2001 – PRESENT
SAN BERNARDINO MUNICIPAL WATER DISTRICT 1350 S E STREET SAN BERNARDINO, CA 92408	MR. TED BRUNSON WATER UTILITY DIRECTOR	PHONE: (909) 684-7580 TED.BRUNSON@SBMWD.ORG	2003 – PRESENT
RUBIDOUX COMMUNITY SERVICES DISTRICT 3590 RUBIDOUX BLVD., RUBIDOUX, CA 92509	MR. JEFF SIMS ASSISTANT GENERAL MANAGER	PHONE: (951) 684-7580 JSIMS@RCSD.ORG	2001 – PRESENT
CITY OF HIGHLAND 27215 BASELINE HIGHLAND, CA 92346	CARLOS ZAMANO ASSISTANT PUBLIC WORKS DIRECTOR	PHONE: (909) 864-6861 FAX: (909) 862-3180 CZAMANO@CITYOFHIGHLAND.ORG	2014 – PRESENT
CITY OF FONTANA PUBLIC WORKS DEPARTMENT 16489 ORANGE WAY FONTANA, CA 92335	MR. CHUCK HAYS DIRECTOR OF PUBLIC WORKS	PHONE: (909) 350-6530 FAX: (909) 350-6755 CHAYS@FONTANA.ORG	2000 – PRESENT
SAN ANTONIO WATER COMPANY 139 N EUCLID AVENUE UPLAND, CA 91786	MR. BRIAN LEE GENERAL MANAGER	PHONE: (909) 982-4107 BLEE@SAWATERCO.COM	2006 – PRESENT
CITY OF CALIMESA 908 PARK AVENUE CALIMESA, CA 92320	MS. BONNIE JOHNSON CITY MANAGER	PHONE: (909) 795-9801 FAX: (909)795-4399 BJOHNSON@CITYOFCALIMESA.NET	2012 – PRESENT

PROJECT SPECIFIC EXPERIENCE

Please find project specific experiences on the following project.



West Valley Water Reclamation Facility Desert Hot Springs, CA

Client Contact
Mr. Arden Wallum
Mission Springs Water District
760.329.5169
awallum@mswd.org

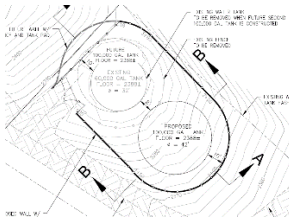
Project Cost
\$28.0 Million

Completion Date
Current

Project Team
Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Steven Ledbetter, P.E.
Zuzana Rand, P.E.
Ron Musser, L.S.

Description: Mission Springs Water District (MSWD) retained TKE to prepare a preliminary engineering analysis that evaluated expanding an existing WWTP or building a new regional WWTP. Ultimately, MSWD selected to proceed with a new regional WWTP, the West Valley Water Reclamation Facility (WVWRF). Thereafter, TKE was retained to be the program manager for the for the development of the WVWRF and associated projects. As program manager, TKE is responsible for coordinating the design, hydrogeological analysis, environmental compliance processing, and construction of the WVWRF, a new Regional Conveyance Trunk Sewer to deliver wastewater to the new WWTP, and the M-2 Collection System to connect 695 parcels to the sewer system. In addition, TKE is in charge of grant funding and permit acquisition. The project includes coordination with the State Water Resource Control Board, Regional Water Quality Control Board, Air Quality Management District, other agencies, and other consultants.

Services: Preliminary engineering, benefit-cost analysis, project planning and scoping, Board report preparation and presentations, prepare grant funding applications and management, preparation of wastewater flow projection report, technical report and design review, prepare RFPs, environmental compliance services, prepare right-of-way acquisition documents, provided program/project management, regulatory and stakeholder meetings and presentations, perform construction management and inspection.



Holly Drive 120,000 Gallon Reservoirs Upland, CA

Client Contact
Mr. Brian Lee
General Manager
San Antonio Water Company
(909) 982-4107
blee@sawaterco.com

Project Cost
\$850,000

Completion Date
Current

Project Team
Terry Renner, P.E., Q.S.D.
Zuzanna Rand, P.E.
Ron Musser, P.L.S.

Description: TKE is preparing plans and specifications for San Antonio Water Company's to construct two new 120,000-gallon welded steel water storage reservoirs at the Holly Drive Tank Site. This project includes extensive earthwork and retaining walls of up to 20' in height to accommodate the proposed reservoirs and the demolition of an existing 60,000-gallon reservoir. Additionally, TKE is managing all CEQA and permit compliance efforts for the project.

Services: Services include records research, conventional topographic surveying, coordination with agencies, preliminary design, property acquisition, cost estimating, preparation of construction plans and specifications, bidding services, construction management, inspection and construction staking.



Regional Conveyance Trunk Sewer

Desert Hot Springs, CA

Client Contact

Mr. Arden Wallum
Mission Springs Water District
760.329.5169
awallum@mswd.org

Project Cost
\$3.3 Million

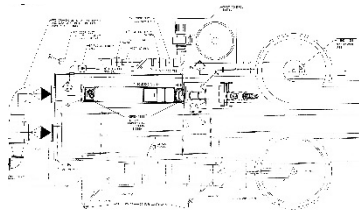
Completion Date
Current

Project Team

Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Zuzanna Rand, P.E.
Steven Ledbetter, P.E.
Mike Heath, P.E.
Ron Musser, L.S.

Description: Mission Springs Water District (MSWD) retained TKE to conduct a preliminary engineering analysis that will evaluate potential service areas, trunk sewer alignments, wastewater flow rates, lift station capacity analysis, and other preliminary design criteria needed to identify the preferred alignment of the Regional Conveyance Trunk Sewer and potential flow diversions to the West Valley Water Reclamation Facility (WVWRF). TKE is also responsible for final design and contract documents for the preferred Regional Conveyance Trunk Sewer alignment from the intersection of Dillon Road and Avenida Manzana to the WVWRF. The project includes coordination with developers, other agencies, Regional Water Quality Control Board, and other consultants.

Services: Services include Preliminary Engineering, Opinion of Probable Cost, Planning System Alternatives, Sewer Hydraulic Modeling Analysis, Design, Topographic Surveying, and Preparation of Plans, Specifications, and Estimates



Horton Wastewater Treatment Plant Odor Control System

Desert Hot Springs, CA

Client Contact

Mr. Arden Wallum
Mission Springs Water District
760.329.5169
awallum@mswd.org

Project Cost
\$225,000

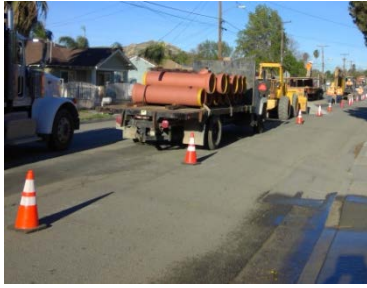
Completion Date
December 2019

Project Team

Steven Ledbetter, P.E.
Zuzanna Rand, P.E.
Brad Enscoe

Description: TKE prepared updates to plans, specifications, and estimates for the construction of an odor control system for the District's existing Horton Wastewater Treatment Plant. The proposed vapor phase odor control system will service the influent pump station and headworks facilities. The project will significantly reduce odor emissions to neighboring residential developments. The project includes coordination with the Regional Water Quality Control Board, Air Quality Management District, other agencies, vendors, and consultants.

Services: Services include records research, coordination with agencies, vendors, and consultants, design, cost estimating, technical and benefit cost analysis, regulatory agency coordination, permitting, bidding, construction management, construction staking, and inspection.



Tilton Avenue Sewer Improvements

Jurupa Valley, CA

Client Contact

Mr. Steven Appel
Rubidoux Community Services
District
951.684.7580
\$1.0 Million

Completion Date

May 2017

Project Team

Terry Renner, P.E., Q.S.D.
Michael P. Thornton, P.E., L.S.
Steven Ledbetter, P.E.
Ron Musser, L.S.
Stephen Biscotti

Description: The Tilton Street Sewer Improvements Project is located in the City of Jurupa Valley on Tilton Avenue between approximately 800 feet east of Riverview Drive and Rubidoux Boulevard. This project consisted of the construction of 1,900 linear feet of 12” vitrified clay sewer pipe, manholes, laterals, diversion manholes to abandon the existing undersized 10” sewer and connections to existing sewer manholes. Proposed waste water system improvements provide relief for the existing 10” sewer which has insufficient capacity to convey current and proposed development flows.

Services: Services include design, permitting, surveying, construction administration, construction inspection, coordination with agencies and consultants, and construction staking.



Baseline Gardens Consolidation

San Bernardino, CA

Client Contact

Mr. Eliseo Ochoa
East Valley Water District
(909)888-8986
eochoa@eastvalley.org

Project Cost

\$3.2 Million

Completion Date

September 2014

Project Team

Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Ron Musser, L.S.
Stephen Biscotti

Description: The Baseline Gardens Consolidation Project is located in the City and Unincorporated Area of San Bernardino County north of Baseline Road. Proposed improvements provided replacement of all existing water main, service laterals and meters and appurtenances for the previously owned Baseline Gardens Mutual Water system which was consolidated by East Valley Water District with State Revolving Fund grant funding. TKE provided construction management and inspection services for approximately 18,000 linear feet of water system replacement improvements and 480 service laterals including, pipeline, valves, fire hydrants, meters and appurtenances.

Services: Services included construction management, inspection, utility coordination and permitting.



I-15 Sewer and Water Improvement Project

Hesperia, CA

Client Contact

Mr. Michael Blay
City of Hesperia
Ph: (760) 947-1901
mblay@cityofhesperia.us

Project Cost

\$6.5 Million

Completion Date

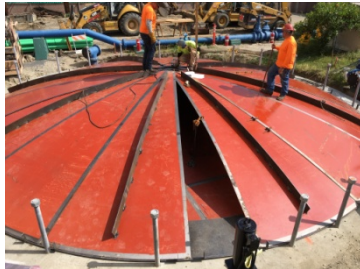
September 2019

Project Team

Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Mike Heath, P.E.
Ron Musser, L.S.
Zuzanna Rand, P.E., M.S.

Description: The Interstate 15 (I-15) freeway sewer and water improvement project is located in the City of Hesperia between the Rancho Road Interchange and the Union Pacific Railroad crossing. The I-15 Sewer portion of the project will extend sewer service to provide adjacent to I-15. The project includes an underground crossing of the I-15 freeway, a lift station, and a force main that will be converted to a local bridge that extends over the Union Pacific Railroad. The I-15 water system includes pipeline and construction of a hydropneumatics pump station.

Services: Services included construction management, inspection, utility coordination and permitting.



0.5 MG Reservoir and Manganese Treatment Plant

Huntington Park, CA

Client Contact

Mr. Sergio Palos
Maywood Mutual Water Company
No. 1
(323) 791-1043

Project Cost

\$4.3 Million

Completion Date

August 2016

Project Team

Terry Renner, P.E., Q.S.D.
Zuzanna Rand, P.E.
Ron Musser, L.S.
Stephen Biscotti

Description: The 0.5 MG Reservoir and Manganese Treatment Plant is located in the City of Huntington Park at the corporate yard of Maywood Mutual Water Company No. 1. The project consists of the demolition and reconstruction of a 35-foot wide by 70-foot tall steel reservoir and the installation of a 1,500 gpm manganese filtration plant. The project includes site improvements and 45-foot deep caissons for structural foundation supports.

Services: Services include records research, conventional topographic surveying, permitting, coordination with agencies, preliminary design, cost estimating, preparation of construction plans and specifications, bidding services, SRF grant management, construction administration, construction inspection, construction staking, and as-built verification.



Belt Filter Press

Mission Springs Water District, CA

Client Contact
Mr. Arden Wallum
Mission Springs Water District
(760) 329-5169

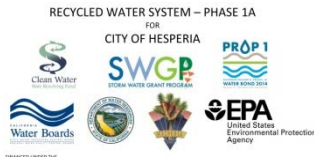
Project Cost
\$80 Thousand

Completion Date
June 2013

Project Team
Michael P. Thornton, P.E., L.S.
Terry Renner, P.E.
Ron Musser, L.S.
Steven Ledbetter, E.I.T.

Description: TKE prepared plans, specifications, and estimates for the construction of a belt filter press at the Horton Waste Water Treatment Plant in the City of Desert Hot Springs. The belt filter press was design as a skid mounted system and installed on 3-foot high structural support walls. The belt filter press was surrounded by a steel grated walkway with angle iron supports and access stairs.

Services: Services include records research, coordination with agencies, cost estimating, topographic survey, design, and bidding and construction assistance.



Recycled Water Pipeline

City of Hesperia, CA

Client Contact
Mr. Michael Blay
City of Hesperia
9700 Seventh Avenue
Hesperia, CA 92345
(760) 947-1901

Project Cost
\$16 Million

Completion Date
December 2018

Project Team
Michael P. Thornton, P.E., L.S.
Terry Renner, P.E., Q.S.D.
Steven Ledbetter, P.E.
Ron Musser, L.S.
Stephen Biscotti

Description: TKE prepared engineering construction documents for the City of Hesperia for construction of 8 miles of recycled water pipelines ranging for 16" to 8" in diameter including, plan and profiles, specifications, cost estimates, and DWR funding management. In addition, TKE is providing construction assistance services, grant funding management and inspection for pipeline construction.

Services: Services include records research, planning, system modeling, hydraulic analysis, hydraulic modeling, report and cost estimate preparation, construction document preparation, utility coordination, right-of-way acquisition, cost estimation, construction assistance, inspection and grant fund management assistance.

SECTION E: FIRM RESOURCES

FIRM STAFFING AND KEY PERSONNEL

TKE has assembled an elite team of professionals to partner with MSWD to provide professional engineering consulting services. TKE's management team came together out of the collective belief of longtime practitioners that there needed to be, in the civil engineering and land surveying consultant's marketplace, a company that brought modern management techniques and new ways of thinking to the business of consulting services for engineering projects. Our management team is 100% accountable and responsible for TKE's work product and actively seeks feedback and suggestions on our services.

TKE has two unique advantages associated with the experience of TKE's project team. One benefit of TKE's project team is our extremely low internal turnover rate. As a result of our rigorous interview and testing procedures, coupled with our extremely high employee satisfaction rates, TKE staff has years of experience working together. The close relationships each of our staff members have with one another provide MSWD with an extremely well rounded and experienced team. As such, TKE's project team experience directly correlates with TKE's firm experience described below.

The second benefit of TKE's project team is our internal training procedures. TKE has strived to develop techniques that reach outside the box and develop well rounded individuals committed to providing high quality, efficient services to meet all of our clients' needs. TKE constantly trains our staff on every facet of engineering design and construction to provide a level of knowledge that can identify problems in every phase of a project, from planning through construction.

It is this commitment to service and diverse array of offerings that makes us unique and drives our long-standing relationships with our client base. Understanding that all aspects of civil engineering are important to ensure MSWD's interests are protected and project schedules are met, our team brings TKE management level professionals to projects ensuring that every aspect receives full and comprehensive consideration. It is this personal touch and contact that define our 'local service' approach. We consider ourselves community builders and take ownership of services requested from TKE, ensuring that our personnel will be allocated on an as needed basis in order to complete all services on schedule and within specified budget. TKE genuinely cares about what are clients have

to say and our reputation in the industry and is committed to responding to our clients' needs as they arise.

Below is a summary of education, experience, and credentials of key personnel proposed to perform the work in any upcoming projects, professional resumes for each of our team members are also presented in this section of our proposal.

NUMBER OF STAFF AND CAPACITY

As shown in the organization chart below, personnel that will be primarily working on projects assigned to TKE include:

Mr. Michael Thornton, P.E., P.L.S. – President and Principal in Charge

Mr. Terry Renner, P.E., Q.S.D. – Senior Vice President and Project Manager

Mr. Steven Ledbetter, P.E. – Vice President and Project Manager

Ms. Zuzanna Rand, P.E., M.S. – Project Engineer

Mr. Michael Heath, P.E., – Project Engineer

Mr. Ron Musser, P.L.S. – Senior Surveyor

• • •

TKE's principal project manager has provided services to MSWD beginning in 2004 and has worked directly with MSWD in a similar capacity for the past 4 years providing him a superior knowledge of MSWD's service area.

• • •

However, TKE can pull from any of our 41 members shown within our support staff section on the organizational chart, if the workload requires.

TKE has extensive experience with an excellent reputation in the provision of on-call engineering services for numerous municipal agencies. Throughout our history, we have provided municipal, land development, design, and construction engineering support services for water, sewer and recycled water projects for municipal agencies, including Water Districts, Cities, and Community Service Districts. We have successfully completed complex and challenging projects for a variety of municipal agencies who have

continued to request that we partner with them in delivering value to their communities.

TKE currently provides similar services to numerous other clients; however, as can be verified by our references, TKE effectively meets the needs of our clients. TKE will respond to the MSWD's needs as they arise. The MSWD is and will continue to be an important client and will be given the utmost attention.

TKE's commitment will ensure that all of the District's needs are met. We strongly encourage the District to verify our performance history with our references. Because of TKE's proactive management approach, TKE rarely experiences 'crisis' project delivery needs. When requested by our clients, TKE adds resources, commits extended work hours, develops an efficient implementation plan, and other efforts as needed to successfully complete our projects.

LABOR RESOURCES

Resources

TKE has strived to develop techniques that reach outside the box and develop well rounded individuals committed to providing high quality, efficient services to meet all our clients' needs. TKE trains our staff on every facet of engineering design to provide a level of knowledge that can identify problems in every phase of the project during design. It is this commitment to service and diverse array of offerings that makes us unique and drives our long-standing relationships with our client base. Understanding that all aspects of civil engineering are important to ensure MSWD's interests are protected, our team brings TKE management level professionals to projects ensuring that every aspect receives full and comprehensive consideration. It is this personal touch and contact that define our 'local service' approach. We consider ourselves community builders and take ownership of services requested from TKE, ensuring that our personnel will be allocated on an as needed basis in order to complete all services on schedule and within specified budget. TKE is committed to responding to our clients' needs as they arise.

TKE is aware of MSWD's need to complete projects on schedule. We are committed to providing services as requested in the RFQ to ensure all projects are completed on schedule. TKE's proactive management approach ensures we rarely experience 'crisis' project delivery needs. When requested by a client, TKE will add resources, commit extended work hours, develop an efficient implementation plan and other efforts as

needed to bring the project back on schedule at no charge to MSWD.

Workload

TKE currently provides similar services to other clients; however, as can be verified by our references, TKE effectively meets the needs of our clients. If selected, TKE is committed to meeting all MSWD's needs. TKE's local service approach ensures that MSWD's needs will be met and TKE will constantly exceed MSWD's expectations. TKE maintains state of the art conferencing and communications equipment. We are fully capable of hosting multi-participant meetings including video conferencing. TKE, with its current clients, already utilizes similar tools including clients' ability to view host computer screens for document development and review.

Availability to Perform Work

TKE is committed to completing all the services required for the duration of the contract and any extensions approved by MSWD. TKE will always hold MSWD as a priority client. As such, resources needed to complete the required tasks will be provided.

TKE has extensive experience with an excellent reputation in the provision of on-call design services for municipal agencies. Throughout our history, we have provided municipal, land development, design, and construction engineering support services for agencies. We have successfully completed complex and challenging projects for a variety of municipal agencies who have continued to request that we partner with them in delivering value to their communities.

Changes in Personnel

TKE recognizes that changes in project managers may sometimes be required; however, TKE will only proposed such a change at the written consent of MSWD's Director of Engineering and Operations.

FIRM STABILITY

TKE's organizational structure has steadily grown since our inception twenty years ago, which provides us with a solid foundation and ensures successful completion of any MSWD project. In TKE's twenty years of business, not a single TKE project has gone through litigation. TKE has an annual gross revenue of more than \$4 million and there are no financial conditions that may impede TKE's ability to provide services or complete the services as outlined in the RFQ. No conditions or organizational conflicts of interest exists that will affect

the ability of TKE to perform the required duties as described in this proposal.

COMMITMENT TO SERVICE

MSWD Coordination and Public Meetings

TKE's project staff will be available for meetings at MSWD as much as requested and as needed. Meeting with staff, developers, other consultants, and regulatory agencies will be vital to ensuring expedited project completion. Our Project Manager will be available as needed to address issues as they arise. Appropriate TKE staff will manage their schedule to meet MSWD's needs and will manage other projects as required to ensure timely MSWD needs are met.

In addition, the TKE staff will be available to attend all public meetings as requested by MSWD staff. Meetings include, but are not limited to, Board, Council, Commission, and Committee meetings. Further, TKE will attend public meetings such as project scoping meetings, construction information, and workshops, again as requested by MSWD staff.

Work Quality and Cost Controls

TKE takes pride in its reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work, and believes that a high level of quality is needed on all services provided by TKE. Key components of the program include check lists, field reviews, and discussion with Client staff. High quality services yield ease of project oversight, smoother processing, minimal delays in the bidding phase, healthy number of bidders, consistent bids, minimized construction support cost, absence of design-related change orders, and reduced claims and dispute resolution costs.

TKE believes that the most successful quality assurance program is one that is applied inherently throughout the entire process. This program requires not only formal procedures for checking, but encourages the conscientious effort of experienced people to always "think quality" in every task performed throughout the design process. This program has become a natural element in all aspects of TKE's management activities and will guide all services provided by TKE.

Effective QA/QC includes assignment of experienced staff, continuity of staffing, project-specific work plan, schedule compliance, comprehensive field review and compilation of site data, established design procedures, established detailing standards, established checking procedures, including independent in-house QA/QC review, dual (independent) quantity estimates, and

review by constructability expert. The QA/QC program is in place to ensure that services provided by TKE continues to exceed the standards of our clients and that we will deliver the projects on schedule and within budget.

Regarding cost controls, TKE's Project Manager will provide monthly progress reports documenting project progress for all projects assigned to TKE using a comprehensive project management summary. The summary includes project name and related number, description of progress, budget status, schedule compliance, and anticipated upcoming accomplishments.

TEAM ORGANIZATION

Mission Springs Water District



Danny Friend
Director of Engineering & Operations

Michael P. Thornton, P.E., P.L.S., MS
Principal in Charge

Steven Ledbetter, P.E.
Project Manager
Water / Wastewater Design
Pipeline Design
Treatment Design
Cost Estimating
Project / Utility Coordination
Water Resource Planning and Management

Zuzanna Rand, P.E., M.S.
Project Manager
Water / Wastewater Design
Reservoirs
Booster/Lift Stations
Reports / Studies

Mike Heath, P.E.
Project Manager
Water / Wastewater Design
Pipeline Design
Street / Drainage Design
Cost Estimating
Project / Utility

Terry Renner, P.E., Q.S.D.
Project Manager
Water / Wastewater Design
Pipeline Design
Storage/ Delivery Design
Street / Drainage Design
Cost Estimating

Ron Musser, P.L.S
Senior Surveyor
Topographic Survey
Mapping
Right-of-Way Engineering
Construction Staking

TKE Engineering, Inc. Support Staff

<p>Michael Thornton, P.E., P.L.S. – <i>Principal-in-Charge</i> David Kinzle – <i>Project Manager</i> Steve Dukett – <i>Managing Director Development Services</i> Dennis Donahue, P.E., P.L.S., Q.S.D. – <i>Senior PC Engineer</i> Steve Nix, P.E., P.L.S. – <i>Senior Engineer</i> Mycal Balta – <i>Survey</i> Patrick Palafox – <i>Senior Public Works Inspector</i> Stephen Biscotti – <i>Senior Public Works Inspector</i> Kristine Macalma, EIT – <i>Associate Engineer</i> Yesenia Diaz – <i>Associate Engineer</i> Alex Estepa – <i>Associate Engineer</i> Jose Hernandez – <i>Associate Engineer</i> Jayden Renner – <i>Engineering Technician</i> Candice Velasco – <i>Marketing Manager</i> Diana Rodriguez – <i>Clerical</i> Tracey McLoughlin – <i>Clerical</i> Claire Thornton – <i>Clerical</i></p>	<p>Robert Doss, P.E. - <i>Project Manager</i> Octavio Parada – <i>Project Manager</i> Kathleen Robles – <i>Project Manager</i> Michelle Arellano, P.E. – <i>Senior Plan Check Engineer</i> Brian Wolfe, P.E. – <i>Senior Engineer</i> Brett Enscoe – <i>Survey</i> George Garcia – <i>Senior Public Works Inspector</i> Brad Enscoe - <i>Senior Public Works Inspector</i> Marvin Lara, EIT – <i>Associate Engineer</i> Jose Martinez – <i>Associate Engineer</i> Juan Diaz – <i>Associate Engineer</i> Chance Renner – <i>Assistant Engineer</i> Nyasha Burnatte – <i>Engineering Technician</i> Michelle Sells – <i>Accounting/Office Manager</i> Deana Vilches – <i>Clerical</i> Cassandra Gutierrez – <i>Clerical</i></p>
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Appendix 'A'



Resumes



Mr. Michael Thornton, P.E., P.L.S., M.S.

Project Role

Project Manager and
Principal-in-Charge

Education

MS, Civil Engineering,
California State
University, Long Beach

BS, Civil Engineering,
California State
Polytechnic University,
Pomona

Registration

Registered Civil Engineer,
PE #44226 (CA)

Professional Land
Surveyor, LS# 6867 (CA)

Affiliations

American Society of Civil
Engineers

American Water Works
Association

California Rural Water
Association

American Public Works
Association

American Council of
Engineering Companies

Mr. Thornton, TKE's President, is in charge of all TKE projects. He has over 35 years of experience in engineering, consulting, planning, design, land surveying and construction management for public works projects. He has worked on a variety of public works engineering projects including water and wastewater improvements, street improvements, park improvements, bike trail improvements, drainage improvements, and reclaimed water system improvements projects. Mr. Thornton has been providing on-call water and wastewater consulting services to the Cities of Fontana and Upland and Mission Springs Water District. He has been responsible for managing including funding administration, planning, evaluating, and designing these projects and has provided construction engineering and surveying services for many of these same projects.

Related Experience

- *Mission Springs Water District* - Mr. Thornton was serving Mission Springs Water District and its District Engineer for a period of 8 years. He worked with staff to manage more than \$20 million in water and wastewater improvement projects. Services included budget development and management, management of other consultants and presentations to their board of directors.
- *Interstate 15 (I-15) freeway sewer and water improvement project City of Hesperia* - Mr. Thornton was the Principle in Charge for the Interstate 15 freeway sewer and water improvement project which is located in the City of Hesperia between the Rancho Road Interchange and the Union Pacific Railroad crossing. The I-15 Sewer portion of the project extended the sewer service to provide adjacent to I-15. The project includes an underground crossing of the I-15 freeway, a lift station, and a force main that will be converted to a local bridge that extends over the Union Pacific Railroad. The I-15 water system includes pipeline and construction of a hydropneumatics pump station
- *Recycled Water Pipeline Project, City of Hesperia, CA* – Mr. Thornton was the Principal in Charge for this project which consists of construction of 8 miles of recycled water pipelines ranging for 16” to 8” in diameter including, plan and profiles, specifications, cost estimates, and DWR funding management. In addition, TKE is providing construction assistance services, grant funding management and inspection for pipeline construction.
- *Fontana City Wide Water/Wastewater Engineering, City of Fontana, CA* – Mr. Thornton provided the City of Fontana with water and wastewater consulting engineering services to improve water supply reliability and increase wastewater service area for the residents of the City of Fontana. The components include, water rate review, recycle water direct reuse and recharge, enhanced storm water capture and recharge, imported water development, exchange water agreements and sewer analysis. Mr. Thornton has performed extensive research, preliminary design and coordination with agencies to assist in the elimination of high maintenance basins and sewer lift stations, development of storm water and recharge basins, sewer service and recycled water service to residents, businesses and City facilities throughout the City of Fontana.
- *Upland Basin, City of Upland, CA*-Mr. Thornton provided project and construction management services for the 1300 acre-foot flood control and aquifer recharge basin project that included DSOD jurisdictional facilities, inlet and outlet facilities, permitting with the US Army Corps of Engineers California Department of Fish and game, and related work. The project included

preparation of basin, street improvements, storm drain, spillway, and structural detail construction documents (drawings, specifications, and estimates), hydrology and hydraulic analyses, environmental compliance, storm water pollution prevention plan preparation, right-of-way acquisition, aerial mapping, and related civil engineering services.

- *San Bernardino Avenue Trunk Sewer, City of Fontana, CA* - Mr. Thornton provided project management, design and construction management services for approximately 19,500 linear feet of 48-inch and smaller vitrified clay and reinforced concrete pipe sewer, two siphons, including bore and jacked pipe and casings, and numerous diversion gates for flow diversion. The facility was constructed to convey 25 million gallons of wastewater to a proposed lift station, which will convey the water to IEUA's regional plant number 4.
- *1158 Zone Recycled Water Program, Fontana, CA* – Mr. Thornton prepared preliminary engineering reports that identified potential users, amounts each user is projected to use, alignment alternatives to provide service, environmental compliance documents (amendment to Program EIR), cost estimates, and funding application and processing with the State of California's State Water Resources Control Board. In addition, TKE is providing design engineering services for the construction of the pipeline system that includes approximately 35,800 lineal feet of recycled water pipeline ranging from 6-inch to 20-inch and related appurtenances.
- *Sewer Master Plan Update, City of El Monte, CA* – Mr. Thornton is Principal in charge for this Sewer Master Plan Update for the City of El Monte. This study includes approximately 9.67 square miles in an area located northwest of the Interstate 10 and 605 Freeways. The project services included meetings, records research, coordination with stakeholders and agencies, area map exhibit preparation, flow generation calculations, model preparation, flow monitoring, cost estimating, capital improvement programming and report preparation.
- *Southwest Sewer Analysis, City of Fontana, CA* – Mr. Thornton is Principal in charge for this Sewer Analysis for the Southwest Fontana area. This study includes approximately 6,700 acres in an area bounded by Foothill Boulevard to the north, Citrus Avenue to the east, Jurupa Avenue to the south and Etiwanda Avenue to the west. The project services included meetings, records research, coordination with stakeholders and agencies, area map exhibit preparation, flow generation calculations, model preparation, flow monitoring, cost estimating and report preparation.
- *2013 Water Master Plan Update, City of Coachella, CA* – Mr. Thornton served as the Principal-in-Charge for this project to prepare an update to the City's previous 2007 Water Master Plan (WMP). The WMP evaluated the City's existing water system and planned the facilities to meet increase future water demands. The evaluation included future planned development projects and the City's most current General Plan Update report. The update report provided land use and population projections. The WMP forecasted out to the year 2035 and a capital improvement plan (CIP) was developed out of the findings and recommendations in the WMP. The project included significant coordination with the City and the future La Entrada Development team. The project services include research, coordination with agencies, hydraulic calculations, model preparation, preliminary engineering, cost estimating, exhibit preparation, CIP development and presentation to City Management Staff.



Mr. Terry Renner, P.E., Q.S.D.

Project Role Project Manager

Education

BS, Civil Engineering,
California State
Polytechnic University,
Pomona

Continuing Education

Caltrans SWPPP Certified
QSP/QSD Training

Registration

Registered Civil
Engineer,
PE# 69984 (CA)

Professional Civil
Engineer #55194 (AZ)

Qualified SWPPP
Developer and
Practitioner #24329

Affiliations

Riverside-San Bernardino
Counties Branch,
American Society of Civil
Engineers

American Public Works
Association

American Council of
Engineering Companies
of California

Mr. Renner is the Senior Vice President of TKE and has 20 years of experience in civil engineering infrastructure projects, including water and sewer improvements, drainage improvements, transportation improvements, facilities improvements and recreation improvements. He has managed numerous projects and has delivered projects for East Valley Water District, the City of San Bernardino Municipal Water Department, Elsinore Valley Municipal Water District, Eastern Municipal Water District, Mission Springs Water District, Rubidoux Community Services District, Maywood Mutual Water Company No. 1, and the cities of Fontana, Upland, Riverside, Redlands, Rialto, Calimesa, El Monte and Corona. As a project manager, Mr. Renner has been responsible for design production, supervising a staff of engineers and drafters, coordinating work between the production team and the client, and for submitting all deliverables in a timely manner. As a construction manager, Mr. Renner has been responsible for construction coordination and scheduling, utility relocation coordination, public relations, submittal review, supervising a staff of inspectors and subconsultants, weekly progress meetings, request for information responses, storm water management, progress payments, change order review and negotiations, labor compliance, and project closeout. He has successfully delivered a wide variety of complex and challenging projects and is dedicated to ensuring that the plans produced by TKE continue to exceed industry standards.

Related Experience

- *Baseline Gardens Consolidation Project, East Valley Water District, San Bernardino, CA* – Mr. Renner provided project and construction management services for the Baseline Gardens Consolidation Project which is located in the City and Unincorporated Area of San Bernardino County north of Baseline Road. Proposed improvements provided replacement of all existing water main, service laterals and meters and appurtenances for the previously owned Baseline Gardens Mutual Water system which was consolidated by East Valley Water District with State grant funding. TKE provided construction management and inspection services for approximately 18,000 linear feet of water system replacement improvements and 480 service laterals including, pipeline, valves, fire hydrants, meters and appurtenances.
- *2017-18 Annual Water Replacement Program, City of Hesperia, CA* – Mr. Renner was the Project Manager for this project which consists of replacement of 42,600 linear feet of 4” aging pipelines with 8-inch pipe and related appurtenances. Typical pipeline appurtenances for the project include, control valves, fire hydrants, air vacuum release valves, blowoffs, and water service piping to construct to the existing water meters which will remain. In addition, the project includes over 60 connections to existing water mains.
- *Recycled Water Pipeline Project, City of Hesperia, CA* – Mr. Renner was the Project Manager for this project which consists of construction of 8 miles of recycled water pipelines ranging for 16” to 8” in diameter including, plan and profiles, specifications, cost estimates, and DWR funding management. In addition, TKE is providing construction assistance services, grant funding management and inspection for pipeline construction.
- *Pacific Avenue 16” and 12” Water Pipeline Improvements Project, City of Jurupa Valley, CA* – Mr. Renner was the Project and Construction Manager for this project which consists of 5,525 linear feet of 16” and 12” ductile iron and polyvinyl chloride pipe, including connection to existing system, construction of new water system infrastructure, bore and jack with 24” steel casing, meter connections, appurtenances and demolition and abandonment of required existing facilities.

- *"I" Street Pipeline – City of San Bernardino, CA* – Mr. Renner is Project Manager of this project, which consists of the construction of 2,300' of 16" and 3,700' of 20" ductile iron pipe. The project included hanging the pipe beneath a flood control bridge crossing of the Devil's Creek and BNSF permitting for bore and jack crossing of railroad at Rialto Street, along with coordination with other agencies.
- *1158 Zone Recycled Water Program, City of Fontana, CA* – Mr. Renner was the Project Manager and Design Engineer for this project, which TKE prepared preliminary engineering report, utility permitting, plans, specifications, and estimates for the construction of approximately 50,000 linear feet of recycled water mains ranging from 6" to 24" in diameter. The project included San Bernardino County Flood Control District bridge crossings, DWR pipeline crossings and Southern California Edison easement crossings. TKE prepared a preliminary engineering report that identified potential users, projected use amounts alignment alternatives to provide service, environmental impacts and service retrofits. TKE also assisted with a funding application and processing of the application with the State of California State Water Resource Control Board.
- *1720 Zone West Transmission Main Pipeline – City of San Bernardino, CA* - Mr. Renner was Project Manager for this project which consisted of the construction of 14,500' of 36" cement mortar lined and coated steel pipe, Metropolitan Water District and San Gabriel Valley Water district encroachment permits, San Bernardino County Flood Control District, US Army Corp of Engineers, and Department of Fish and Game permitting for pipeline bore and jack crossing of Devil's Creek Diversion Channel/Cable Creek, BNSF permitting for bore and jack crossing of railroad at Palm Avenue, and coordination with other agencies for tie-ins to the proposed reservoir site.
- *Bellevue and Vine Streets Alley Main Replacement Project, City of San Bernardino, CA* – Mr. Renner was the Project Manager and Design Engineer for this project, which provided construction of 2,400 linear feet of 8-inch ductile iron pipeline and appurtenances and 132 water services along Vine Street and Bellevue Street. The project included removal of all water meters from the rear side of the properties and construction of new meters on the street frontage.
- *College Pipeline - City of San Bernardino, CA* - Mr. Renner was Project Manager for this project. This project consisted of the construction of 2,500' of 24" and 36" ductile iron pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, coordination with San Bernardino County Flood Control and BNSF Railroad for a railroad crossing encroachment permit, and coordination with other agencies for tie-ins to the proposed booster station.
- *In-Line Well Booster Pump and Chlorination Injection Replacement Project, City of Huntington Park, CA* – Mr. Renner was the Project Manager, Design Engineer and Construction Manger for this project, which TKE prepared plans, specifications, and estimates for the construction of in-line booster pumps for the installation of a manganese filtration plant capable of flowrates up to 1500 gpm in the City of Huntington Park. The redundant booster pumps are required to boost the water from well pump #4 through the filtration system and into the 70-foot tall welded steel reservoirs. The project included replacement of all well head piping and pump to waste discharge lines as well as the replacement of the existing chlorine chemical feed pumps with a vacuum chemical feed system to prevent chemical injectors from routine maintenance problems.
- *Jurupa Street Recycled Water Main Project, Ontario Municipal Utilities Company, City of Ontario, CA* – Mr. Renner was the Project Manager and Design Engineer for this project, which TKE prepared design, utility coordination, utility verification, plans, specifications, estimates and coordination with local businesses for the construction of approximately 4,700 linear feet of 8" recycled water main and related appurtenances. The project constructed an infill recycled water main to connect a previously constructed recycle water main which was currently serving potable water to the existing recycled water system.
- *Manganese Treatment Facility and 0.5 MG Reservoir Project, City of Huntington Park, CA* – Mr. Renner was the Project Manager, Design Engineer and Construction Manger for this project, which TKE prepared plans, specifications, and estimates for the construction of a grant funded 70-foot tall

welded steel reservoir replacement project and a fully redundant manganese filtration plant capable of flowrates up to 1500 gpm in the City of Huntington Park. The project included the removal of a structurally deficient steel reservoir and construction of the proposed welded steel reservoir including a ring footing with 45-foot deep 3-foot diameter caissons to combat liquefaction issues. The reservoir removal and replacement is located within fifteen feet of an existing 70-foot tall 2 million gallon steel reservoir to be protected during construction

- *Ogden Reservoir Pipeline - City of San Bernardino, CA* – Mr. Renner was Project Manager for this project. This project consisted of the construction of 7,385' of 36" ductile iron pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, transit analysis, coordination with Caltrans to tie into a proposed waterline and Department of Water Resources for encroachment permits, and coordination with other agencies for tie-ins to the proposed booster station and reservoir site.
- *Holly Drive Reservoirs - San Antonio Water Company* – Mr. Renner served as Project Manager for this project to construct two new 120,000-gallon welded steel water storage reservoirs at the Holly Drive Tank Site. This project includes extensive earthwork and retaining walls of up to 20' in height to accommodate the proposed reservoirs and the demolition of an existing 60,000-gallon reservoir. Additionally, TKE is managing all CEQA and permit compliance efforts for the project.
- *Holt Boulevard Sewer Improvements, City of Ontario, CA* – Mr. Renner served as Project Manager for this project evaluating existing conditions of Holt Boulevard Trunk Sewer and developed recommendations to repair the partially constructed sewer system. The trunk sewer contains numerous construction deficiencies including sags of as much as 10-inches, slipped joints, unsuitable bedding, failed trenches, and failed compaction. TKE designed removal and replacement sections along with Cured In Place Pipe (CIPP) slip lined sections within the 25-foot deep sewer system. The system includes both 24" and 30" diameter VCP sewer pipe and is very flat with slopes of 0.0012 feet per foot. Services included records research, coordination with agencies, preliminary analysis report, hydraulic calculations, cost estimating, topographic survey, design, forensic engineering, permitting, and bidding and construction support services.



Mr. Steven W. Ledbetter, P.E.

Project Role

Project Manager

Education

BS, Civil Engineering
(Environmental),
California State
Polytechnic
University, Pomona

Registration

Registered Civil
Engineer,
PE# 84044 (CA),

Affiliations

Riverside-San
Bernardino Counties
Branch, American
Society of Civil
Engineers

Mr. Ledbetter has over 19 years of professional experience in the civil engineering industry. He has handled various critical and challenging projects from planning through design and implementation; all while ensuring that projects are executed as per specification in the stipulated time with quality. He has a well-rounded background with experience in: preparation and analysis of street and utility improvement plans and specifications including potable and non-potable water, wastewater, and drainage; utility master planning including computer modeling, analysis, and report preparation; water resource planning and management including feasibility studies, urban water management planning, water supply assessments and verifications, integrated regional water management planning, and groundwater management planning; storm water compliance reporting including water quality management plans and storm water pollution prevention plans and; and grant writing and administration for various State and Federal agency programs.

Related Project Experience

- *Mission Springs Water District, Desert Hot Springs, CA* - Mr. Ledbetter is currently serving Mission Springs Water District as its District Engineer. He is working with staff to manage more than \$30 million in water and wastewater improvement projects. In addition, Mr. Ledbetter supports the District in several regional water resource planning elements, including Integrated Regional Water Management and Sustainable Groundwater Management. Services include budget development and management, technical analysis, capital project planning and delivery, management of other consultants, and presentations to their board of directors.
- *West Valley Water Reclamation Program, Mission Springs Water District, CA* – Mr. Ledbetter is providing program management services for the development and construction of the District’s West Valley Water Reclamation Program (WVWRP). The WVWRP includes planning, design, and construction of a regional wastewater treatment plant, interceptor conveyance system, and local wastewater collection systems. Mr. Ledbetter is managing the completion of the WVWRP, including: participation and management of funding acquisition; staff, board, consultant, funding agencies, and public coordination and communications; assessment district formation; State Revolving Fund (SRF) and grant application processing; State invoicing and reporting; environmental compliance processing; preliminary engineering preparation; plans, specifications, and cost estimates (PS&E) preparation; bidding and construction; and all related services to successfully complete the WVWRP.
- *Chino Basin Watermaster, Rancho Cucamonga, CA* – Mr. Ledbetter serves as the City of Upland’s representative on administrative and water resource matters at Chino Basin Watermaster. Mr. Ledbetter represents the City at pool and committee meetings and technical workshops ensuring the City’s interests are protected. Mr. Ledbetter is currently overseeing the development of a Storage Management Plan, Optimum Basin Management Plan, and Safe Yield Recalculation, amongst other items. Mr. Ledbetter routinely meets with the City to discuss current issues, provide input, and receive direction on all Watermaster items.
- *Canyon Creek Resort Water Supply Assessment, Norco, CA* - The proposed Canyon Creek Resort development includes 551 dwelling units of low and medium density residential, hotel lodging, and

213 acres of open space within the eastern portion of the City of Norco. The development has an estimated water demand of 448 acre-feet per year. As project manager, Mr. Ledbetter is providing an assessment of the projects water demand and water supplies available to serve the development over a 20-year period, including normal, single dry, and multiple dry water years.

- *Well 42 Design and Construction, Desert Hot Springs, CA* - Mr. Ledbetter is providing project and construction management services for the design and construction of Well 42. The project includes the preparation of plans, specifications, and estimates, and provided construction management and inspection services for the construction of a new potable water production well capable of flowrates up to 2,000 gpm in the City of Desert Hot Springs. The new production well will replace an existing production well that was placed on standby due to uranium contamination. The project includes well drilling and development, equipping the well, well building, and drainage and site improvements. The project is funded, in part, by a Proposition 84 Integrated Regional Water Management grant. Services include grant administration, records research, coordination with agencies and consultants, cost estimating, environmental coordination, permitting, bidding, construction management, construction staking, and inspection.
- *Vista Del Agua Water Supply Assessment, City of Coachella, CA* – The proposed Vista Del Agua development includes 1,640 single family and multi-family residential units on 275 acres of vacant land within the northern sections of the City of Coachella with an estimated water demand of 1,317 acre-feet per year. In accordance with SB 610, TKE provided an assessment of water supplies available to serve the development over a 20-year period, including normal, single dry, and multiple dry water years. Mr. Ledbetter was the project manager, providing the following services: records research, Project specific water demand analysis, City wide water supply and demand analysis, report preparation, and community meetings.
- *DHS 109 Industrial Park Water Supply Assessment and Water Supply Verification, Desert Hot Springs, CA* – The proposed DHS 109 Industrial Park development includes a total of 1,284,180 square feet of industrial floor area on 110 acres in the City of Desert Hot Springs with an estimated water demand of 910 acre-feet per year. As project manager, Mr. Ledbetter provided an assessment of the projects water demand and water supplies available to serve the development over a 20-year period, including normal, single dry, and multiple dry water years. In addition, Mr. Ledbetter provided verification that adequate water supplies exist to serve the project.
- *Groundwater Quality Protection Program Areas H and I Sewer Project, Desert Hot Springs, CA* - Mr. Ledbetter is the project manager for the preparation of bidding documents for two areas in MSWD’s Groundwater Quality Protection Program (GQPP), a septic to sewer conversion program. The Project includes approximately 25,000 linear feet of 8” vitrified clay pipe sewer improvements, including 676 4” service laterals. Once complete, MSWD will abate approximately 465 existing septic tanks that are impacting groundwater quality. The project includes records research, conventional topographic surveying, coordination with agencies, hydraulic calculations, preliminary design, cost estimating, geotechnical investigation, environmental coordination, preparation of construction plans and specifications, permit acquisition, and grant funding administration.
- *Coachella Valley Regional Water Management Group (CVRWMG)* – Beginning in 2016 and continuing through today, Mr. Ledbetter represent Mission Springs Water District (District) at technical coordination and public outreach meetings related to the Integrated Regional Water Resource Management Program in the Coachella Valley. His responsibilities included representing the District at the meetings, review of technical memorandums and other project deliverables, assistance with grant funding applications, grant administration, and presentations to the District’s board of directors and public. While representing the District at these meetings, Mr. Ledbetter was responsible for review of the 2018 Coachella Valley Integrated Regional Water Management and Storm Water Resource Plan update.
- *Horton Wastewater Treatment Plant Odor Control, Desert Hot Springs, CA* - Mr. Ledbetter is the project manager for the preparation of plans, specifications, and estimates for the construction of an

odor control system for the District's existing Horton Wastewater Treatment Plant. The proposed vapor phase odor control system will service the influent pump station and headworks facilities. The project will significantly reduce odor emissions to neighboring residential developments. The project includes coordination with the Regional Water Quality Control Board, Air Quality Management District, other agencies, vendors, and consultants. Services include records research, coordination with agencies, vendors, and consultants, design, cost estimating, technical and benefit cost analysis, regulatory agency coordination, permitting, bidding, construction management, construction staking, and inspection.

- *Well 33 Solar Project, Mission Springs Water District, CA* – Mr. Ledbetter is providing project and construction management services for the development and construction of a 1.0 megawatt solar photovoltaic system in the City of Desert Hot Springs. When complete, the project will offset approximately 25-percent of the District's energy consumption. In addition, Mr. Ledbetter assisted with the preparation of a grant application for the District through AQMD, a regional governmental agency responsible for meeting air quality health standards. The District was successful in achieving \$3.3 million in funding for the renewable energy project. TKE provided the following services: grant preparation and administration, funding and consultant agreement preparation, preparation of bid documents, design-build contractor procurement, design review, SCE interconnection coordination, construction administration, and coordination with District staff and Board, consultants, funding agencies, and public.
- *"I" Street Water Main, San Bernardino Municipal Water Department, CA* – Mr. Ledbetter provided design engineering services for the project that included 7,200 linear feet of 16" and 20" pipe and related appurtenances; permitting with both San Bernardino County Flood Control District and Burlington Northern Santa Fe; crossing an existing bridge over a flood control channel by hanging pipe between existing girders; crossing a railway using jack and bore; and connections newly constructed transmission main and stub-outs for future expansions.
- *Calimesa Creek Storm Drain and Basin Improvements, City of Calimesa, CA* – Mr. Ledbetter is serving as the Project Manager for the Calimesa Creek Storm Drainage Improvements Project, located in the City of Calimesa along County Line Road between the Interstate 10 Freeway and 5th Street. The proposed project is planned to provide 100-Year flood protection to the City's Downtown Business District. In addition, the project will provide groundwater recharge of storm water, environmental restoration and enhancement, and increased protection to existing developments. The project will include environmental assessment and processing, preliminary engineering and project scoping, design, right-of-way acquisition, EPA funding coordination and management, and additional drainage system improvements.
- *Vulcan Basin, City of Fontana, CA* – Mr. Ledbetter provided preliminary civil design services for a flood control and aquifer recharge basin project. The project consisted of a 2,000 acre-foot retention and detention basin utilizing an abandoned formerly mined pit including 900,000 cubic-yards of earthwork, inlet, outlet, and spillway facilities, 7,100 linear feet of 24" recycled waterline and appurtenances, 21,800 linear feet of 144" to 48" reinforced concrete pipe storm drain. On behalf of the City, TKE successfully prepared a grant application for Proposition 1E funding. The project included hydrology and hydraulic analyses, preliminary basin sizing and grading plans, cost estimates, environmental compliance, land and right-of-way acquisition, aerial mapping, and related civil engineering services.



Ms. Zuzanna Rand, P.E., M.S.

Project Role

Project Engineer

Education

Master's Degree in Environmental and Water/Wastewater Engineering – University of Zielona Góra, Poland

Registration

Registered Civil Engineer, PE# 65967 (CA)

Affiliations

Riverside-San Bernardino Counties Branch, American Society of Civil Engineers
 American Public Works Association
 American Council of Engineering Companies of California

Ms. Rand has over 24 years experience with master planning, engineering, design, construction, and operation of water, recycled water, and wastewater infrastructure projects, ranging in construction cost up to \$34 million. She specializes in Engineering and Operation of Water and Wastewater Treatment Plants, Water Distribution and Wastewater Collection System. Ms. Rand has performed or managed and overseen projects involving Feasibility Studies (FS), preliminary design report (PDR), final design, construction support, and start-up of wastewater treatment plants, wastewater collection systems, pump stations, water and recycled water storage and distribution facilities as well as flood control and drainage infrastructures. She has performed or directed the preparation of complex technical and environmental studies, master planning, hydraulic calculations, GIS base hydraulic modeling analysis construction engineering support, approval and permit acquisitions, troubleshooting, and other related work pertaining to water, recycled water and wastewater facilities. She has actively coordinated construction projects, participated in the startup and commissioning. She was extensively involved in the providing the engineering support for the preparation of EIR and NPDES discharge permits within the limits of Santa Ana, Lahontan, Colorado and San Francisco Bay Regional Water Quality Control Boards. Ms. Rand participated in numerous short and long-term planning processes in developing of master plans and expansion of water, recycled water and wastewater facilities.

Related Experience

- *Interstate 15 (I-15) Freeway Sewer and Water Improvement Project City of Hesperia* - Ms. Rand was responsible for the project management for the Interstate 15 Freeway Sewer and Water Improvement project which is located in the City of Hesperia between the Rancho Road Interchange and the Union Pacific Railroad crossing. The I-15 Sewer portion of the project extended the sewer service to provide adjacent to I-15. The project includes an underground crossing of the I-15 freeway, a lift station, and a force main that will be converted to a local bridge that extends over the Union Pacific Railroad. The I-15 water system includes pipeline and construction of a hydropneumatics pump station
- *Horton Wastewater Treatment Plant Odor Control, Desert Hot Springs, CA* – Ms. Rand. was the project engineer for the preparation of plans, specifications, and estimates for the construction of an odor control system for the District's existing Horton Wastewater Treatment Plant. The proposed vapor phase odor control system will service the influent pump station and headworks facilities. The project will significantly reduce odor emissions to neighboring residential developments. The project includes coordination with the Regional Water Quality Control Board, Air Quality Management District, other agencies, vendors, and consultants. Services include records research, coordination with agencies, vendors, and consultants, design, cost estimating, technical and benefit cost analysis, regulatory agency coordination, permitting, bidding, construction management, construction staking, and inspection.
- *Horton Wastewater Treatment Plant Tertiary Filtration System, Desert Hot Springs, CA* – Ms. Rand is the project manager for the preparation of Preliminary Design Report, and estimates for the construction of a Title 22 tertiary treatment facility for the District's existing Horton Wastewater Treatment Plant. The report defined the feasibility and cost effectiveness to alleviate existing and future secondary effluent disposal deficiencies at the Horton Wastewater Treatment Plant. To address the issues at hand, the level of treatment will be limited to the installation of tertiary filters to reduce suspended solids prior to disposal. In addition, the report evaluated the ability to use the proposed tertiary filters along with disinfection facilities to meet Title 22 recycled water standards in the future.

The project included coordination with the MSWD and vendors. In addition, the services include records research, identification of appropriate design parameters (flow and mass loading), assessment of existing disposal deficiencies the secondary effluent, development of alternatives for the tertiary treatment facilities for interim and ultimate conditions, hydraulic analysis, cost estimating, technical and benefit cost analysis.

- *Holly Drive Reservoir San Antonio Water Company City of, CA* – As Lead Project Engineer, Ms. Rand was responsible for planning, design, construction, startup and commissioning of the four 120,000-gallon capacity portable water steel Reservoir. Services included all civil, mechanical, structural, electrical design, construction support services, preparation of preliminary and final design plans, specifications, property acquisition, cost estimates, final contract documents for the construction of the steel tank. Due to site constraint, the preliminary design analyzed various types of reservoirs and method of construction before the 142-foot diameter above ground steel tank was chosen. The project also involved: the site grading, drainage issues, geotechnical conditions, site access and improvements, overflow piping and overflow structure, inlet/outlet piping configurations, yard and street piping and valving, flex tend expansion joints, altitude control valve, telemetry and instrumentation, corrosion protection, disinfection and connection to the District potable water system.
- *Ontario Municipal Utilities Company, City of Ontario, CA* – Ms. Rand reviewed and evaluated master plans, planning studies, complex engineering reports, plans and specifications for variety of capital improvements projects, consult with other department and provide recommendations for appropriate corrective actions as necessary. She developed recommendations, conceptual scope of work and provide justifications for expansion, improvements, rehabilitation and/or replacement of water, recycled water or wastewater facilities, GIS base hydraulic modeling analysis using Innovyze (InfoWater/ InfoSewer) Software. She prepared and/or participated in development of requests for proposal of feasibility studies, PDR(s) and final design. She developed RFP for Feasibility Study of the Archibald Sanitary Sewer Diversion Project. The goal of this Feasibility Study was to establish necessary improvements to the Archibald Sewer Trunk Main in order to accept an additional wastewater flows from a future development. The study will provide analysis of the feasibility, necessity, and timing of the proposed Project Scope and clearly define how and where the growth will impact the Archibald Sewer system. The service area includes residential, commercial, industrial and institutional developments. She also developed RFP for Feasibility Study of North Vineyard Sewer Trunk Main. The primary purpose of this Feasibility Study was to establish necessary mitigation measures and improvements to the 3,700 feet of North Vineyard Sewer Trunk Main (south of Holt Blvd) in order to alleviate existing and future collection system deficiencies. Alignment alternatives shall be evaluated in logical manner considering all relevant factors such as the technical feasibility, constructability, permitting, traffic control, property acquisition, schedule and environmental and economic considerations.
- *San Timoteo Sewer System (STSS), City of Beaumont, CA* – Ms. Rand was Lead Project Engineer responsible for planning, PDR, final design and construction of the \$16 million STSS project, which included three (3) sewer lift stations, total of 6 miles of 8-inch, 10-inch, 12-inch, and 14-inch diameter dual force mains, and 30-inch diameter gravity sewer. The construction of the project has been completed in three phases and included the followings: (1) One (1) mgd LOV Lift Station with three 88 HP submersible pumps (TDH of 188 ft) with dual, 12,960 feet long PVC force mains; (2) Three (3) mgd UOV Lift Station with four submersible pumps (250 hp @ 240 feet TDH and 100 hp pumps @ 204 feet TDH) with 6,900 feet of 12-inch diameter force main; and (3) 4.5 mgd BM Lift Station with four pumps (150 hp pumps @ 230 feet TDH and 250 hp pumps @ 242 feet TDH). Each pump station and force mains were equipped with air/vacuum release and pressure release valves, magnetic flow meters and SCADA monitoring systems. The hydraulic modeling analysis were performed using Bentley Sewer Software. Portions of this project encountered San Timeteo Creek, Union Pacific Railroad and Freeway 60 crossings. Directional drilling was used for the creek and railroad crossings and jack and bore method was used to cross the freeway. Longitudinal encroachment permit was also obtained to install around 1.5 miles of dual force main and sewer main in the Caltrans and Union Pacific Rail Road right-of-way. This project required extensive coordination with state agencies for various environmental clearance and permits, coordination with utility companies for relocation of facilities

(e.g. 30-inch diameter high pressure Sempra gas pipeline) and with property owners, land acquisition and preparation of documents for Right of Way Dedications, address the traffic control measures, construction cost estimates, grading, erosion control, SWPPP, WQMP, BMPs & compliance, construction engineering support etc. Permit requirements included Santa Ana Regional Water Quality Control Board, Riverside County Flood Control District, U. S. Army Corps of Engineers, California Department of Fish and Game and County of Riverside.

- *Wastewater Pump Stations, City of Beaumont, CA* – As a Project Manager/Lead Project Engineer, Ms. Rand was responsible for planning, PDR, the design, surge analysis, construction support and start-up of the following sewer lift stations. Each pump station and force mains were equipped with air/vacuum release and pressure release valves, magnetic flow meters, a stand-by diesel generator for emergency power outages and SCADA monitoring systems. These projects required extensive coordination with state agencies for various environmental clearance and permits, coordination with utility companies and property owners to relocate the existing utilities, land acquisition and preparation of documents for Right of Way Dedications. Permit requirements included Santa Ana Regional Water Quality Control Board, Riverside County Flood Control District, U. S. Army Corps of Engineers, California Department of Fish and Game and County of Riverside and Caltrans. The examples of these lift stations are as follow:
 - *Four Seasons Lift Station (FSLs)*: The Four Seasons Lift Station was designed to accept the wastewater flows in Highland Springs from the K. Hovnanian’s Four Seasons land development. The construction of this lift station took place in 2005, completed with three submersible pumps (one stand-by) with a capacity of 365 gpm/ 02.41 mgd of peak flow for pump #1 and 1,675 gpm/ 2.41 mgd of peak flow for pump #2. This station was designed for an average flow of 1.32 mgd and 2.36 mgd of peak flow. A stand-by diesel generator for emergency power outages is also onsite with a horse power of 160 and a pump capacity of 1,675gpm. The station was designed to provide service to approximately 567 acres with an ultimate design to accept the flow from 4,000 residential homes.
 - *Seneca Springs Lift Station (SSLs)*: The Seneca Springs Lift Station; The construction of this lift station took place in 2005, complete with three submersible pumps (one stand-by) with a capacity of 450 gpm/ 1.30 mgd of peak flow for both pump # 1 and pump #2. This station was designed for an average flow of 0.66 mgd and 1.37 mgd. A stand-by diesel generator for emergency power outages is also onsite with a horse power of 20 and a pump capacity of 450 gpm. The station provides service to approximately 337 acres with an ultimate design to accept flow from 2,000 residential homes.
 - *Noble Creek Lift Station (NCLS)*: The Noble Creek Lift Station: The construction of this lift station took place in 2001, complete with two submersible pumps (one stand-by) with a capacity of 1,875 gpm/ 2.7 mgd of peak flow. This station was designed for an average flow of 1.5 mgd and 2.7 mgd of peak flow. A stand-by diesel generator for emergency power outages is also onsite with a horse power of 60 and a pump capacity of 1,865gpm. The total length of 12” diameter force mains is 1,900 feet. The station provides service to approximately 516 acres with an ultimate design to accept flow from 4,700 residential homes.



Mr. Michael L. Heath, P.E.

Project Role
Project Manager

Mike Heath has over 21 years of experience in design and preparation of construction documents for water and sewer improvements, as well as transportation and right-of-way engineering. He has provided engineering design for capital improvement program (CIP) projects, staff augmentation, development review, and plan checking services for several municipalities and agencies in the counties of San Bernardino, Riverside, Orange, Los Angeles, and San Diego, California. His experience includes sewer master plans, storm drain master plans, pipelines, lift stations, hydrology and hydraulic studies. Many of his water and sewer projects have also involved pavement rehabilitation, asphalt overlay, curb and gutter replacement, storm drain infrastructure, landscaped medians, signing and striping, signal modifications, traffic improvements, and accessibility pathways in accordance with the American with Disabilities Act (ADA).

Education
B.S., Civil Engineering,
Cal State University at
Long Beach

Related Experience

Registration
Registered Civil Engineer,
PE# 63401 (CA)

- *City of Hesperia On-Call Engineering Services* – Mr. Heath provides on-call civil engineering services to the City, for CIP design projects. While providing these services to the City, he has represented the City with other agencies at numerous meetings, managed engineering budgets and project schedules, retained subconsultants to prepare various elements for the improvement design projects, managed funding programs, and various related work.
- *2017-18 Annual Water Replacement Program, City of Hesperia, CA* – Mr. Heath was a Project Engineer for this project which consists of replacement of 42,600 linear feet of 4” aging pipelines with 8-inch pipe and related appurtenances. Typical pipeline appurtenances for the project include, control valves, fire hydrants, air vacuum release valves, blowoffs, and water service piping to construct to the existing water meters which will remain. In addition, the project includes over 60 connections to existing water mains.
- *Recycled Water Pipeline Project, City of Hesperia, CA* – Mr. Heath was a Project Engineer for this project which consists of construction of 8 miles of recycled water pipelines ranging for 16” to 8” in diameter including, plan and profiles, specifications, cost estimates, and DWR funding management. In addition, TKE is providing construction assistance services, grant funding management and inspection for pipeline construction.
- *Pacific Avenue 16” and 12” Water Pipeline Improvements Project, City of Jurupa Valley, CA* – Mr. Heath was a Project Engineer for this project which consists of 5,525 linear feet of 16” and 12” ductile iron and polyvinyl chloride pipe, including connection to existing system, construction of new water system infrastructure, bore and jack with 24” steel casing, meter connections, appurtenances and demolition and abandonment of required existing facilities.
- *Program Management for Water and Sewer CIP, City of Pomona, CA* - Mr. Heath served as the assistant program manager and project manager responsible for the City of Pomona's \$60 million water and sewer CIP contract. Services included preparing request for proposals (RFP) for design, construction management, field inspection, review of the submitted proposals, and preparation of the city council staff reports with recommendations for selection of the consultant services. The city had identified 75 separate projects, including water mainlines, fire flow upgrades, treatment plant improvements, water well installations, sanitary sewer mainlines, booster pumps, and

Affiliations
American Society of Civil
Engineers

American Public Works
Association

construction of a one-million-gallon reservoir. In addition to the construction projects, the program included a number of studies related to future programs.

- *Interstate 15 (I-15) freeway sewer and water improvement project City of Hesperia* - Mr. Heath was responsible for project engineer for the Interstate 15 freeway sewer and water improvement project which is located in the City of Hesperia between the Ranchero Road Interchange and the Union Pacific Railroad crossing. The I-15 Sewer portion of the project extended the sewer service to provide adjacent to I-15. The project includes an underground crossing of the I-15 freeway, a lift station, and a force main that will be converted to a local bridge that extends over the Union Pacific Railroad. The I-15 water system includes pipeline and construction of a hydropneumatics pump station
- *Quail Valley Subarea 9A Sewer Improvements, Eastern Municipal Water District, Menifee, CA* - Mr. Heath serves as the ongoing staff engineer responsible for preliminary field investigation and engineering for the preliminary design report and preliminary plans for a gravity sewer system in Subarea 9A to replace the failing septic systems in said subarea of Quail Valley. Atkins completed the Quail Valley Master Sewer Improvements Alternatives Study in 2005 to evaluate feasible options for sewerage the community and eliminating the septic systems in the area due to health hazards and water quality violations in downstream Canyon Lake. As part of the master study, Atkins divided the area into nine manageable subareas of similar lot sizes and residential layout. Subarea 9 became the first project subarea to be sewerage because it is the largest and located closest to Canyon Lake. Subarea 9 was then divided into three sewer subbasins based on the topography of the subarea. Grant funding obtained by the District will provide enough funds for Phase 1 of the project which will include roughly 230 lots of Subbasin A of Subarea 9. The scope of the project includes detailed investigation of geotechnical conditions, development of base maps, alignment alternatives to minimize use of lift stations, confirmation of feasible connection points to existing systems or use of future development for connection points, preparing 30% to 50% plans, specifications and estimates (PS&E), identification of right-of-way acquisition requirements, detailed on lot septic system inventory, and assessment of the issues associated with installing new sewer laterals to homes. *Duration: 2014-2015*
- *Program Management for Water and Sewer CIP, City of Pomona, CA* - Mr. Heath served as the assistant program manager and project manager responsible for the City of Pomona's \$60 million water and sewer CIP contract. Services included preparing request for proposals (RFP) for design, construction management, field inspection, review of the submitted proposals, and preparation of the city council staff reports with recommendations for selection of the consultant services. The city had identified 75 separate projects, including water mainlines, fire flow upgrades, treatment plant improvements, water well installations, sanitary sewer mainlines, booster pumps, and construction of a one-million-gallon reservoir. In addition to the construction projects, the program included a number of studies related to future programs. *Duration: 2008-2011*
- *Recycled Water System, Phase 1A, City of Hesperia, CA* - Mr. Heath served as the project engineer responsible for coordinating and leading the design and preparation of construction documents for the construction of 8 miles of 18-inch, 16-inch, 12-inch, and 8-inch polyvinyl chloride recycled water pipeline. The pipeline initially will serve the Hesperia Golf Course, Hesperia Community Park, Hesperia High School, Sultana High School, and other Hesperia Unified School District facilities along the alignment as the Victor Valley Wastewater Reclamation Plants are completed and additional reclaimed water is available. This project consists of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E), construction support services, and inspection services for the design and construction of the recycled water pipeline.



Mr. Ron Musser, P.L.S.

Project Role

Director of Survey

Registration

Professional Land Surveyor, LS# 4230 (CA),

Affiliations

American Council of Engineering Companies of California

Mr. Musser has over 50 years of experience in performing field and office surveying services for public and private projects including roadway and highway projects. Prior to joining TKE Engineering, Inc., Mr. Musser worked as a Partner in an engineering and surveying firm and supervised the mapping department providing mapping and calculations support for the firm's projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects over the past 8 years. In addition, he has prepared records of survey, parcel maps and tract maps in San Bernardino County, Riverside County, San Diego County, Orange County and Los Angeles County. He has performed boundary, topographic, ALTA, and precise level surveys as well as Global Positioning Surveys.

Related Experience

- *Groundwater Quality Protection Program Areas H & I Sewer Project, Desert Hot Springs, CA* – Mr. Musser served as the Project Surveyor for this project. The project consisted of preparation of bidding documents for two areas in MSWD's Groundwater Quality Protection Program (GQPP), a septic to sewer conversion program. The Project includes approximately 25,000 linear feet of 8" vitrified clay pipe sewer improvements, including 676 4" service laterals. Once complete, MSWD will abate approximately 465 existing septic tanks that are impacting groundwater quality. The project includes records research, conventional topographic surveying, coordination with agencies, hydraulic calculations, preliminary design, cost estimating, geotechnical investigation, environmental coordination, preparation of construction plans and specifications, permit acquisition, and grant funding administration.
- *Regional Conveyance Trunk Sewer Mission Springs Water District, CA* Mr. Musser was the Project Surveyor for this project. The project consisted of conducting a preliminary engineering analysis that evaluated potential service areas, trunk sewer alignments, wastewater flow rates, lift station capacity analysis, and other preliminary design criteria needed to identify the preferred alignment of the Regional Conveyance Trunk Sewer and potential flow diversions to the West Valley Water Reclamation Facility (WVWRF). TKE is also responsible for final design and contract documents for the preferred Regional Conveyance Trunk Sewer alignment from the intersection of Dillon Road and Avenida Manzana to the WVWRF. The project includes coordination with developers, other agencies, Regional Water Quality Control Board, and other consultants.
- *"I" Street Pipeline – City of San Bernardino, CA* – Mr. Musser is Project Surveyor of this project, which consists of the construction of 2,300' of 16" and 3,700' of 20" ductile iron pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, San Bernardino County Flood Control District permitting for pipeline hanging under "I" Street bridge crossing of the Lytle Creek Channel, and SANBAG permitting for bore and jack crossing of railroad at Rialto Avenue. Proposed water system improvements provide a transmission main from the newly constructed pipelines in 2nd Street, Mill Street and Inland Center Drive for adequate water system conveyance
- *1158 Zone Recycled Water Program, City of Fontana, CA* – Mr. Musser served as the Project Surveyor for this project, which TKE prepared preliminary engineering report, utility permitting, plans, specifications, and estimates for the construction of approximately 50,000 linear feet of recycled water mains ranging from 6" to 24" in diameter. The project included San Bernardino County Flood Control District bridge crossings, DWR pipeline crossings and

Southern California Edison easement crossings. TKE prepared a preliminary engineering report that identified potential users, projected use amounts alignment alternatives to provide service, environmental impacts and service retrofits. TKE also assisted with a funding application and processing of the application with the State of California State Water Resource Control Board.

- *1720 Zone West Transmission Main Pipeline – City of San Bernardino, CA* – Mr. Musser served as Project Surveyor for this project. This project consisted of the construction of 14,500' of 36" cement mortar lined and coated steel pipe, including restrained length calculations, joint specifications, system appurtenances, connections to the existing system, Metropolitan Water District and San Gabriel Valley Water district encroachment permits, San Bernardino County Flood Control District, US Army Corp of Engineers, and Department of Fish and Game permitting for pipeline bore and jack crossing of Devil's Creek Diversion Channel/Cable Creek, BNSF permitting for bore and jack crossing of railroad at Palm Avenue, and coordination with other agencies for tie-ins to the proposed reservoir site. Proposed water system improvements provided a transmission main from the Palm Avenue Reservoir to the newly constructed Ogden Reservoir for adequate water system conveyance.
- *Fontana City Wide Water/Wastewater Engineering, City of Fontana, CA* – Mr. Musser served as Project Surveyor on this project to improve water supply reliability and increase wastewater service area for the residents of the City of Fontana. The components include, recycle water direct reuse and recharge, enhanced storm water capture and recharge, imported water development, exchange water agreements and sewer analysis. TKE has performed extensive research, preliminary design and coordination with agencies to assist in the elimination of high maintenance basins and sewer lift stations, development of storm water and recharge basins, sewer service and recycled water service to residents, businesses and City facilities throughout the City of Fontana.
- *Jurupa Street Recycled Water Main Project, Ontario Municipal Utilities Company, City of Ontario, CA* – Mr. Musser was the Project Surveyor for this project, which TKE prepared design, utility coordination, utility verification, plans, specifications, estimates and coordination with local businesses for the construction of approximately 4,700 linear feet of 8" recycled water main and related appurtenances. The project constructed an infill recycled water main to connect a previously constructed recycle water main which was currently serving potable water to the existing recycled water system.
- *San Bernardino Avenue Trunk Sewer, City of Fontana, CA* - This project consisted of approximately 19,500 linear feet of 48-inch and smaller vitrified clay and reinforced concrete pipe sewer, two siphons, including bore and jacked pipe and casings, and numerous diversion gates for flow diversion. The trunk sewer was constructed on San Bernardino Avenue between Cypress Avenue and Mulberry Avenue. The facility was constructed to convey 25 million gallons of wastewater to a proposed lift station, which will convey the water to IEUA's regional plant number 4. TKE provided project and construction management and inspection services. In addition, TKE provided construction staking and topographic surveying throughout the completion of the project.
- *San Bernardino Avenue/Etiwanda Avenue Force Main, Inland Empire Utilities Agency, City of Fontana, CA* – Mr. Musser served as Project Surveyor for this project, which provided 8,360 linear feet of 24-inch and 30-inch parallel DIP force mains and PVC electrical and fiber optic conduits.
- *Upland Basin, City of Upland, CA*- Mr. Musser provided topographic design survey, aerial target placement, ALTA survey, Parcel Map preparation and construction staking for the 1300 acre-foot flood control and aquifer recharge basin project that included DSOD jurisdictional facilities, inlet and outlet facilities, and related work. The project included preparation of basin, street improvements, storm drain, spillway, and structural detail construction documents (drawings, specifications, and estimates), hydrology and hydraulic analyses, environmental compliance, storm water pollution prevention plan preparation, right-of-way acquisition, aerial mapping, and related civil engineering services.

Appendix 'B'



Addenda

MISSION SPRINGS WATER DISTRICT

ADDENDUM NO. 1 TO THE REQUEST FOR QUALIFICATIONS FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES

April 23, 2020

ADDENDUM NO. 1 – Consultants are hereby advised that the Request for Proposals for the above referenced project are hereby amended in the following manner and the following manner only:

NOTICE TO CONSULTANTS

GENERAL:

All provisions of this Addendum No. 1 are hereby incorporated into the Request for Proposals and consultants shall account for all provisions pursuant to this Addendum No. 1 in submitting their proposals. Each Consultant shall account for all provisions pursuant to this Addendum No. 1 in submitting their bid proposals.

PROPOSAL SUBMITTAL METHOD:

In response to Federal, State and County Orders, MSWD is changing the method of proposal submittal as follows:

1. ALL proposals must be submitted via the Project's Portal in Planet Bids. MSWD will not accept any hand delivered or mailed submittals. Proposal submittal packages must be uploaded and submitted via Planet Bids on or before **Thursday, April 30, 2020 by 2:00 p.m.**

COVID-19 GATHERING RESTRICTIONS:

On Monday, April 6, 2020 Riverside County Health Officer, Dr. Cameron Kaiser issued the Amended Order for all gatherings in Riverside County. Effective immediately through May 15, 2020, all businesses, with the exception of those listed in Section 2 of the attached order, are to adhere to the following:

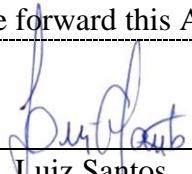
CA Health and Safety Code § 120295: County Ordinance 533 and 556:

All public or private "gatherings", as defined in section 2 below, within the jurisdiction of the Public Health Officer of the County of Riverside are prohibited, regardless of venue or size.

To ensure the public health safety of you and the well-being of MSWD staff, your employees, and the community, MSWD is exercising this order seriously. Additionally, MSWD offices are closed to the public until further notice.

If you have given the Request for Proposal to someone else, please forward this Addendum.

Dated Sign: April 23, 2020

By: _____

Luiz Santos

Title: Associate Engineer



Prepared by:



TKE Engineering, Inc.
2305 Chicago Ave.
Riverside, CA, 92507

TKE ENGINEERING, INC.

RATE SCHEDULE

2021-2022

	<u>HOURLY RATE</u>
Principal in Charge	\$140.00
Project Manager/Construction Manager/Licensed Surveyor	\$135.00
Senior Engineer/Project Engineer (PE)/Senior Plan Checker.....	\$130.00
Associate Engineer	\$120.00
Assistant Engineer/Plan Checker/Designer	\$115.00
AutoCAD Technician.....	\$105.00
Engineering Technician.....	\$ 85.00
Clerical	\$ 80.00
Forensic Engineering	\$180.00
Expert Witness Testimony	\$310.00
<u>SURVEYING SERVICES</u>	
2-Man Survey Crew (Prevailing Wage).....	\$235.00
<u>CONSTRUCTION SERVICES</u>	
Senior Construction Inspector (Prevailing Wage)	\$120.00
Construction Inspector (Prevailing Wage)	\$115.00
<u>REIMBURSABLE COSTS</u>	
In-House Reproduction	Cost
Printing and Materials	Cost + 10%
Express Mail/Courier/Next Day Service ..	Cost + 10%
Special Subconsultant Services ...	Cost + 10%

Term, Early Termination & Notice**Professional General Engineering Services for 2021-22****A. Term of Agreement**

This professional services agreement shall be effective upon approval by the parties thereof and shall expire one (1) year from the effective Agreement DATE therein. This contract also terminates and replaces any previous agreements between the District and TKE Engineering, Inc. for Professional General Engineering Services for 2021-22 in force prior to the effective date of this agreement.

B. Early Termination of Agreement

This agreement may be terminated at any time upon a thirty (30) day written Notice from either party, and without fault or claim for damages by either party.

C. Notice

All correspondence and Notices will be sent to the following addresses as noted below for Mission Springs Water District and TKE Engineering, Inc.

OWNER

Attn: Luiz Santos
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
lsantos@mswd.org

CONSULTANT

Attn: Steve Ledbetter
TKE Engineering, Inc.
2305 Chicago Ave.
Riverside, CA 92507
sledbetter@tkeengineering.com

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING

DATE(S): MAY 13 & 17, 2021

FROM: Danny Friend – Director of Engineering and Operations

FOR: ACTION X DIRECTION INFORMATION



PROFESSIONAL GENERAL ENGINEERING SERVICES CONTRACT RENEWAL FOR HEITEC CONSULTING

STAFF RECOMMENDATION

Approve the scope of work and proposed agreement and authorize the General Manager to renew an agreement with HEITEC Consulting on an as-needed basis for a period of one year at a not-to-exceed amount of \$150,000.

SUMMARY

The District continues to use outside engineering consultants as necessary to assist the District with general engineering services and project work, including plan and document review, survey, and project inspection which is primarily for development projects with those costs being paid for by the developer. These services are also limited to the budget constraints established by the approved budget line items for Contract Labor Engineering – Miscellaneous, and Contract Labor – Inspection (for costs not related to reimbursable work).

ANALYSIS

Staff issued a Request for Qualifications/Proposal for Professional General Engineering Services in 2020; HEITEC Consulting was one of four respondents. Renewing the contract with HEITEC will allow District staff to continue to utilize their professional engineering services, as required, on a time and materials basis. This contract work is a necessary part of the customary engineering services the District needs to provide and supplements our reduced engineering staffing levels.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for these services is limited to the approved budgeted items for miscellaneous engineering and contract inspection. Staff will continue to monitor and manage the use of the consultant to maintain acceptable levels of cost based on the needs presented. Other approved costs may also be charged directly to District capital projects and development reimbursable projects. This is a continuing costs savings when compared to equivalent fulltime District labor.

ATTACHMENTS

HEITEC Consulting Agreement for Professional General Engineering Services

**Agreement for Professional Services
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Telephone (760) 329-6448 - FAX (760) 329-2482**

For your protection, make sure that you read and understand all provisions before signing. The terms on Pages 2 - 6 are incorporated in this document and will constitute a part of the agreement between the parties when signed.

**TO: HEITEC Consulting
777 E. Tahquitz Canyon Way, Ste. 200-50
Palm Springs, CA 92262**

DATE: June 1, 2021

CONTRACT DIR # _____

TITLE: Professional General Engineering Services for 2021-22

The undersigned Consultant agrees to furnish the following:

All Work/Services per the attached Exhibit A – Technical Proposal, and in accordance with Exhibit B – Consulting Fee Schedule 2020/23 as provided by HEITEC Consulting and per Exhibit C – Term, Early Termination & Notice

Contract price \$: Not to Exceed \$150,000.00

Term: One (1) year from the effective Agreement DATE above

Instructions: Sign and return the originals. Upon acceptance by Mission Springs Water District, a copy will be signed by its authorized representative(s) and promptly returned to you. Insert the names of your authorized representative(s) below.

Accepted:
Mission Springs Water District

Consultant:
HEITEC Consulting
(Business Name)

By: Arden Wallum
Title General Manager

By: Michael Hacker
Title Partner

Other authorized representative(s):
Danny Friend
Director of Engineering and Operations

Other authorized representative(s):
John Rodriguez

Luiz Santos
Associate Engineer

Consultant agrees with the Mission Springs Water District that:

- a. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Consultant's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Consultant's performance or non-performance of the work hereunder, and shall not tender such claims to Mission Springs Water District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out the performance of the work or furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
- c. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Consultant will comply with such provisions before commencing the performance of the professional services under this agreement. Consultant and sub-consultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- d. Consultant will file with Mission Springs Water District, before beginning professional services, a certificate of insurance satisfactory to Mission Springs Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall not be cancelled except with notice to Mission Springs Water District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District. The retroactive date (if any) is to be no later than the effective date of this agreement. Consultant shall maintain such coverage continuously for a period of at least five (5) years after the completion of the contract work. Consultant shall purchase a five-year extended reporting period i) if the retroactive date is advanced past the effective date of this Agreement; ii) if the policy is canceled or not renewed; or iii) if the policy is replaced by another claims-made policy with a retroactive date subsequent to the effective date of this Agreement. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- e. Consultant will file with Mission Springs Water District, before beginning professional services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to Mission Springs Water District evidencing

Coverage – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)

2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limit – The consultant shall maintain limits no less than the following

1. General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).
2. Auto liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.
3. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

Required Provisions –

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later editions is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
 - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
 - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-:VII, or equivalent, or as otherwise approved by Mission Springs Water District.
 - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
 - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
 - g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
 - h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.

- i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state and federal regulations and statutes including but not limited to Cal/OSHA requirements.
- j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.
- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees, and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement

- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute.
- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.
- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.

- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein, hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.
- dd. Pursuant to Section 1770, and following, of the California Labor Code, the consultant shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the office of the Owner, which copies shall be made available to any interested party on request. The consultant shall post a copy of such determination at each job site.

This project is subject to the State of California "Prevailing Wage Rates".

This project is subject to the requirements of California Labor Code Section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices and compliance with other applicable requirements. In accordance with provisions of Section 1773 of the Labor Code, the Director of the Department of Industrial Relations has ascertained the general prevailing rate of wages and employer payments for health and welfare, pension, vacation, and similar purposes applicable to the craft, classification, or type of workers employed on the work. The wage determinations shall be included in the bid specifications. All pertinent wage determinations shall be posted on the jobsite. If federal funding is included in the project, the higher of the State and Federal wage rates shall be used.

Pursuant to SB854, no contractor or subcontractor may work on a public works project unless registered with DIR for contracts awarded on/after April 1, 2015. General Contractors shall ensure all subcontractors executing work under the contract are DIR registered. All public works contractors and subcontractors to furnish Certified Payrolls and related records to the Agency's representative and shall also furnish electronic certified payroll records directly to the Labor Commissioner using the DLSE's online portal.



MISSION SPRINGS WATER DISTRICT

RFQ- ON CALL PROFESSIONAL GENERAL ENGINEERING SERVICES

TECHNICAL PROPOSAL

April 29, 2020

**MISSION SPRINGS WATER DISTRICT
RFQ- ON CALL PROFESSIONAL GENERAL ENGINEERING SERVICES**

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April 29, 2020

Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240

Attn: Luiz Santos
Re: RFQ- On Call Professional General Engineering Services

Dear Mr. Santos:

The staff of HEITEC is pleased to respond to the District's Request for Qualifications(RFQ) to perform the necessary On Call Professional General Engineering Services. The information contained in this letter is a synopsis of our understanding of the project and the Consultant's responsibilities.

PRIMARY CONTACTS

Michael D. Hacker, Project Engineer; John Rodriguez, Senior Project Manager will be the primary contact for this project. John Rodriguez will be responsible for the majority of the communication between the Consultant and the District Staff. Mr. Rodriguez may be reached at (760) 668-5723. Aaron Darling, Inspector and Project Management. Jill Akalski, Accounting and Project tracking.

QUALIFYING STATEMENT

Our personnel have extensive experience and knowledge in Professional Services for operation, inspection and design of Water and Sewer Infrastructure, both in Mission Springs Water District (District) and the water and sanitation purveyors in surrounding communities.

PROJECT SCOPE

The project scope will include the preparation and implementation of all items as outlined in the scope of services section of the RFQ and will be elaborated on in this package.

CONCLUSION

We appreciate this opportunity to present this proposal and our qualifications for this very exciting form of service.

Very sincerely yours,

HEITEC Consulting



Michael D. Hacker, PE
Partner



John Rodriguez
Partner

BACKGROUND AND UNDERSTANDING OF THE SCOPE OF SERVICES – Section B

PROJECT SPECIFIC SCOPE

HEITEC Consulting is qualified to perform the following services as described.

Civil Design shall be performed under the direction of a Licensed Professional Engineer, Project Manager, Senior Engineer and Associate Engineer to be assigned as needed by task. AutoCAD technicians will complete the designs in Civil 3d to be made available to the district. The work to be completed under this task includes, but is not limited to the following:

- Water and Sewer Line projects
 1. Conduct Pre-Design meeting with District to clarify design objectives
 2. Right of Way and Utilities research
 3. Preliminary Alignment studies
 4. Conduct Topographic Survey for design
 5. Determine elevation of underground structures to insure proper clearance of proposed facilities
 6. Prepare right-of-way documents where required
 7. Plan and profile engineering drawings
 8. Technical specifications
 9. Final engineer's estimate of construction
 10. Preparation of bid documents
 11. Answering contactors' questions during the bidding process and during construction
 12. Review of contractor's bids
 13. Construction coordination
 14. Construction Staking
 15. Construction management.
- Construction Documents Development, Bidding Assistance and Bid Packages
 16. Compile Construction document for preparation of RFP
 17. Complete project specific Contract Documents and Specifications
 18. Assist in preparing Pre-Job walk and participate in Pre-Job Walk
 19. Assist in answering questions from Prospective Bidders
 20. Generate and answer questions posted by Prospective Bidders
 21. Generate and Assist in preparation of Addendum
 22. Assist with Bid Results and Awarding of contract
- SWPPP Compliance with State of California
 23. Erosion Control Plans
 24. Storm Water Pollution Prevention Plans
 25. QSP and QSD Service
 26. Filing NOI (Notice of Intent)
 27. Performing weekly reports and filing them with the State
 28. Create Annual Report

29. File NOT (Notice of Termination) at completion of project

Surveying and Mapping shall be performed under the direction of Licensed Land Surveyor. All field work shall be completed by 2-man survey crew. The work to be completed under the task includes, but is not limited to the following:

- ALTA Surveys
- Easements, Right of Way Preparation, and Mapping
- Topographic Mapping
- Field Design Surveys
- Boundary Surveying and Monumentation
- Legal Descriptions and Exhibits
- Construction Staking
- Title Reports and Title research for properties, rights of way

Construction Project Management and Inspection Services shall be conducted by Project Manager, Construction Manager and Construction Inspector. The work completed under this task includes, but is not limited to, the following:

- Construction Management and Inspection for Civil, Structural, Mechanical, and Electrical
- Preparation of Construction Daily Reports
- Preparation of Monthly Constructed Quantity Forms
- Preparation of Required State/Federal Forms
- Monitor site for plan, specification, and permit conformance.
- Coordinate and facilitate preconstruction meetings.
- Prepare the Weekly Statement of Working Days Reports.
- Enforce contract required environmental compliance.
- Enforce contract required traffic control compliance.
- Enforce dust, storm water discharge and noise compliance.
- Maintain complete project files.
- Respond, log, and process Requests for Information (RFIs).
- Facilitate project coordination meetings at site.
- Monitor project schedule.
- Receive, log, review, and distribute submittals.
- Review and process change orders.
- Dispute resolution.
- As-Built progress checks, including close out As-Built.
- Construction photos.
- Ensure improvements comply with the American with Disabilities Act.
- Coordinate construction completion walk through, establish punch list, complete and process Notice of Completion Forms.
- Monitor warranty services.
- Monitor construction site safety.
- Ensure proper State and Federal posters and/or project signs are on jobsite.
- Complete and process contract evaluation performance forms.
- Project tracking and document management.

PERSONNEL QUALIFICATIONS– Section C

PROJECT TEAM

HEITEC Consulting will assign the following principals and staff to assist in the preparation of the Contract Documents and construction plans.

Project Engineer: Michael D. Hacker, PE

Project Coordinator: John Rodriguez, LSIT

Senior Surveyor: David Hacker, PLS

Inspector: Aaron Darling

Accounting and Project Tracking: Jill Akalski

Other members of our staff may be assigned as necessary to comply with schedule deadlines.

We have included for your perusal the resumes for those performing the design aspects of this project and serving as the Project Team as referenced above.

MICHAEL D. HACKER, P.E.**EDUCATION**

University of California, San Diego; University of California, Long Beach; University of California, Riverside; Computational Hydrology Institute and various professional seminars.

PROFESSIONAL LICENSE

Registered Civil Engineer No. 55606 – State of California (July 26, 1996)

EXPERIENCE

Mr. Hacker is a Partner, Project Engineer and Hydrologist for HEITEC. Prior to this, Mr. Hacker performed design functions for Hacker Engineering Company, Inc. beginning in 1984.

Mr. Hacker has over Thirty years of experience in engineering in the Southern California area. He has been involved in the engineering of numerous street improvement projects, flood control projects, pipeline projects, condominium projects, major subdivisions, golf courses and manufactured home projects.

Specializing in Computer Aided Design, Mr. Hacker is proficient in the AutoCAD Civil 3D comprehensive design package. Hydrology and hydraulic experience includes WaterCAD, StormCAD, HEC-2, HEC-RAS, WSPG, various unit hydrographs and rational method programs. Mr. Hacker has been involved with engineering applications on computers since 1982. His experience provides a wide background of computer expertise to apply toward civil engineering applications.

Mr. Hacker is a member of the California Society of the National Society of Professional Engineers (NSPE) and the American Society of Civil Engineers (ASCE)

JOHN T. RODRIGUEZ

EDUCATION

Mt. San Jacinto College

PROFESSIONAL LICENSE

Earned L.S.I.T. Certificate, 2002

EXPERIENCE

Mr. Rodriguez is a Partner at HEITEC Consulting. He has hands-on responsibility for the company's operations and as such, is a great asset. Mr. Rodriguez's strengths are highlighted by proven organizational and managerial skills as well as his capabilities in client relations.

He offers in-depth professional experience, both in the field and in management. John Rodriguez began here in 1996 as a chainman, quickly becoming a party chief and continuing his work in the field. Within four years, he was promoted to run the survey department, handling all administration and management functions.

With assured success, Mr. Rodriguez became office manager, wherein he ran all administrative functions for the company. His talents soon earned him the position of Director of Operations.

John Rodriguez is a member of the California Land Surveyors Association (CLSA).

Current Construction Management Projects –

Vineyards Luxury RV Resort – 2018-present

80-acre, 400+ unit luxury RV Park with nearly 5 miles of streets, 2.5 miles of domestic water, 3 miles of private Irrigation water and 3 miles of sanitary sewer. Total estimated job cost at 25 million dollars.

Completed Construction Management Projects –

Mission Springs Water District – 2018-2019

Construction management of MSWD – Horton Pond Expansion Project. Managed day to day operation of grading and underground construction of the expansion of ponds at the wastewater treatment plant. Worked with professionals to organize and coordinate inspections, soils engineering, civil engineers and surveyors.

DAVID HACKER, P.L.S.**EDUCATION**

San Bernardino Valley College; California State University, Long Beach and various professional seminars.

PROFESSIONAL LICENSE

Professional Land Surveyor No. 5128 – State of California (April 21, 1982).

EXPERIENCE

Mr. Hacker has over forty years experience in engineering and surveying in the Southern California area. He has participated in the planning and engineering of numerous public works projects, assessment districts, flood control projects, trunk sewer designs, hillside developments, extremely flat grade developments, country clubs, large condominium projects and recreation centers. He has assisted his clients in obtaining general plan amendments and zone changes along with processing affordable housing projects.

Mr. Hacker has been involved in the engineering of numerous residential developments in the Coachella Valley, High Desert and the Banning Pass; the ten largest projects totaling over 5,700 units. In addition, he has helped provide the engineering services for another 5,000 units in small projects. These include office and residential condominiums, industrial parks, commercial developments, manufactured home projects and subdivisions.

Mr. Hacker has also prepared three major master site plans for a total of 3,800 units. The first plan included a nine hole golf course to supplement an existing golf course. The second plan provides for both a championship course and an executive course. The third plan included a signature championship golf course.

Mr. Hacker is a member of the California Society of the National Society of Professional Engineers (NSPE) and a corporate member of the California Land Surveyors Association (CLSA).

AARON DARLING

EXPERIENCE

Mr. Darling has more than 30 years in construction supervision. He has worked in Land Surveying for 15 years as a Project Survey Party Chief. His experience includes 2 years of Inspections with the City of Desert Hot Springs and Mission Springs Water District.

His background experience is in full on-site construction management and underground utility installations; he is fully qualified to effectively schedule, monitor, and inspect all work from start to completion in accordance with the client's specifications.

INSPECTOR

In addition to being familiar with street and other aspects of infrastructure improvements, Mr. Darling has inspected both new water and sewer projects and the upgrading of improvements for existing systems in the Mission Springs Water District. He supervised the enforcement of compliance with Water District Standards and he ensured contractor compliance with regulatory agencies including OSHA, AQMD, SWPPS, City and County Agencies. He is responsible for working with District personnel with bacterial sampling to verify that all work was within guidelines of AWWA Greenbook. He prepared daily detailed reporting of project progression, site conditions, and as-builts.

Current inspection projects include:

- MSWD - Morongo Industrial Park – 2019-present
- MSWD - Coachillin – Commercial Parcel Map – 2019-present
- MSWD - Grocery Outlet – 2020-present

Completed inspection projects include

- MSWD – ATP Palm Avenue project – Coordination with City of DHS

JILL AKALSKI**LICENSE**

Notary Public -Since 2003

EXPERIENCE

Mrs. Akalski has 12 years' experience in Title Industry in the Southern California area. She has worked on both the public and private sectors of title and legal preparation of documents for land acquisition and entitlement.

Mrs. Akalski has worked with HEITEC for 7 years and brings a wealth of knowledge and professionalism that leads to seamless communication between all involved parties. She works hard to keep all documentation in good order as well as making sure that deadlines are met and delays are kept to a minimum. She also maintains the financial records and project tracking for all projects.

EXPERIENCE AND REFERENCES – Section D

INTRODUCTION

The staff of HEITEC Consulting has a proven record in providing engineering expertise in the design of the all elements of infrastructure. Our staff is well qualified and experienced in infrastructure design. Being in the Desert for over thirty-five years, we are also very familiar with local infrastructure conditions and requirements.

QUALIFICATIONS

Our staff is professionally qualified to perform the services needed for this project. The following is a listing of the primary reasons we should be selected.

Knowledge of the Local Area

Our principals have been in the Desert since the early 1980's. Michael Hacker and John Rodriguez have lived and worked in the area for over thirty years, and as a result are knowledgeable with local requirements and the best way to approach infrastructure resolution. This knowledge is vital to preparing the correct solution for water and sewer infrastructure and to create the greatest benefit to the community.

Qualifications/Team Experience

For more than thirty-five years, our staff has been a leader in the field of land development and municipal engineering, specializing in civil engineering design, surveying and land planning. For the past 14 years HEITEC has worked closely with Mission Springs Water District as on call engineers to fill many roles.

From the design of street improvements, grading plans, water and wastewater systems, storm drains, street lighting, and more, our professionally qualified staff has successfully completed hundreds of projects in all aspects of infrastructure work. Performing on a broad spectrum of public and private endeavors, the firm offers the full array of services from project planning through construction.

Our list of engineering projects for various public agencies and municipalities include the preparation of street rehabilitation plans, alignment studies, drainage studies and reports, sewer and water plans, traffic signal plans, annexation documents, project specifications and bid documents, and right of way and easement plats and legal descriptions.

The Team members all have extensive experience in proper grading, drainage, street and utilities design and they are familiar with the Mission Springs Water District design standards. HEITEC Consulting worked with MSWD in 2008 to draft and

implement Standard Drawings. Then again in 2012 to update the current Standard Drawings that are being used today.

References

MISSION SPRINGS WATER DISTRICT 2006 - Present

- Well 37, 38, 22 – Aerial Topo, Site Plan, Design.
- 1400 Zone Transmission Line and Well Site Construction Drawings
- AD-12 Area J-1 and D-2 Construction Survey Staking
- 1400 Zone transmission line bid spec's, construction management & staking.
- Well standards & spec's
- Standard Drawings for Sewer and Water Design (2008 and 2012 update)
- Plan checking services
- Construction Management of Horton Treatment Plant Pond Expansion
- Inspection Services 2019-present

Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Attn: Danny Friend
760-329-5169 ext. 149

MYOMA DUNES WATER COMPANY 2010-Present

Mark Meeler (760)250-6208

- GIS – Surveying and Preparation of GIS for entire boundary of service for the Myoma Dunes Water Company
- Fred Waring Water Line Replacement Project – Design, Surveying and Project Coordination. Worked with Riverside county on the districts behalf to get the project completed.
- Darryl Drive – Water Line Replacement and water line easement dedications. Surveying and Design Services
- Port Royal Avenue – Water Line Replacement, Surveying and Design Services
- Hermitage Well Site Project – Design and Construction Support for New Maintenance Building on Current wellsite

FOR THE CITY OF DESERT HOT SPRINGS 2005 - present

- Arroyo Park – Design for street rehabilitation (curb and gutter), storm drain design, grading, street and park lighting design. Construction staking and management.
- First, Second, Third and Eighth Street – Design for street rehabilitation and storm drain improvement.
- ATP – Cycle 3 – Aerial Topo and Survey Control for 1.5 miles along Palm Drive
- ATP – Cycle 3 – Right of Way acquisition documents and dedication documents for entire project
- City Hall Project – Construction staking and Boundary Record of Survey

PRIVATE TRANSMISSION & DISTRIBUTION LINES 2000-present

- Canaday Co -“Vista Hacienda” Tract 31762
- LTV Builders - “Hacienda Heights” Tract 30730
- Lennar Homes & Ponderosa Homes - “San Milan & Ponderosa Villas @ Paradiso”
- Lennar Homes – “Esplanade” Tract 29323
- Lennar Homes – “La Quinta Del Oro” Tract 30521
- Cornerstone Developers – “Desert Princess Masters Series” Tract 17795-4
- Cornerstone Developers – “Sunburst” Tract 30412
- Rilington Communities – “Prado” Tract 32075

FOR THE CITY OF CATHEDRAL CITY 2002 – 2006

Dave Faessel

- Dinah Shore Drive street rehabilitation design.
- A centerline and right-of-way alignment study, design and deeds analysis and limited PS&E for Date Palm Drive; from Varner Road to East Palm Canyon Drive

FOR THE CITY OF PALM DESERT 2010

Page Garner, PLS

- Monument recovery for citywide resurfacing program.
- PM 35955 (TTM, Improvement Plans, Surveying)

FOR THE CITY OF PALM SPRINGS

- Sewer Assessment District Area "E"
- Street Assessment District 155
- Prepare De-Annexation Documents

FOR THE TOWN OF YUCCA VALLEY 1993-2001

Shane Stueckle, Deputy Town Manager (760) 369-6575

Street rehabilitation for the following streets:

- Mohawk Trail Palm Avenue
- Yucca Trail Kickapoo Trail
- Navajo Trail Onaga Trail
- Fortuna Avenue Fox Trail
- Avalon Avenue Frontera Avenue

Prepare plat and legal descriptions for Redevelopment Agency.

- Prepare traffic signal plans for the following intersections:
- State Highway 62 and Pioneertown Road
- State Highway 62 and Avalon Avenue
- State Highway 62 and Mohawk Trail/Acoma
- State Highway 62 and Kickapoo Trail

FOR THE CITY OF RANCHO MIRAGE 2003

Leland Cole (760) 770-3224

- Dinah Shore Drive street rehabilitation design.
- Prepare hydrology study and channel lining design for Whitewater River Channel. Coordinate with Coachella Valley Water District Flood Control.

FIRM RESOURCES – Section E

Commitment

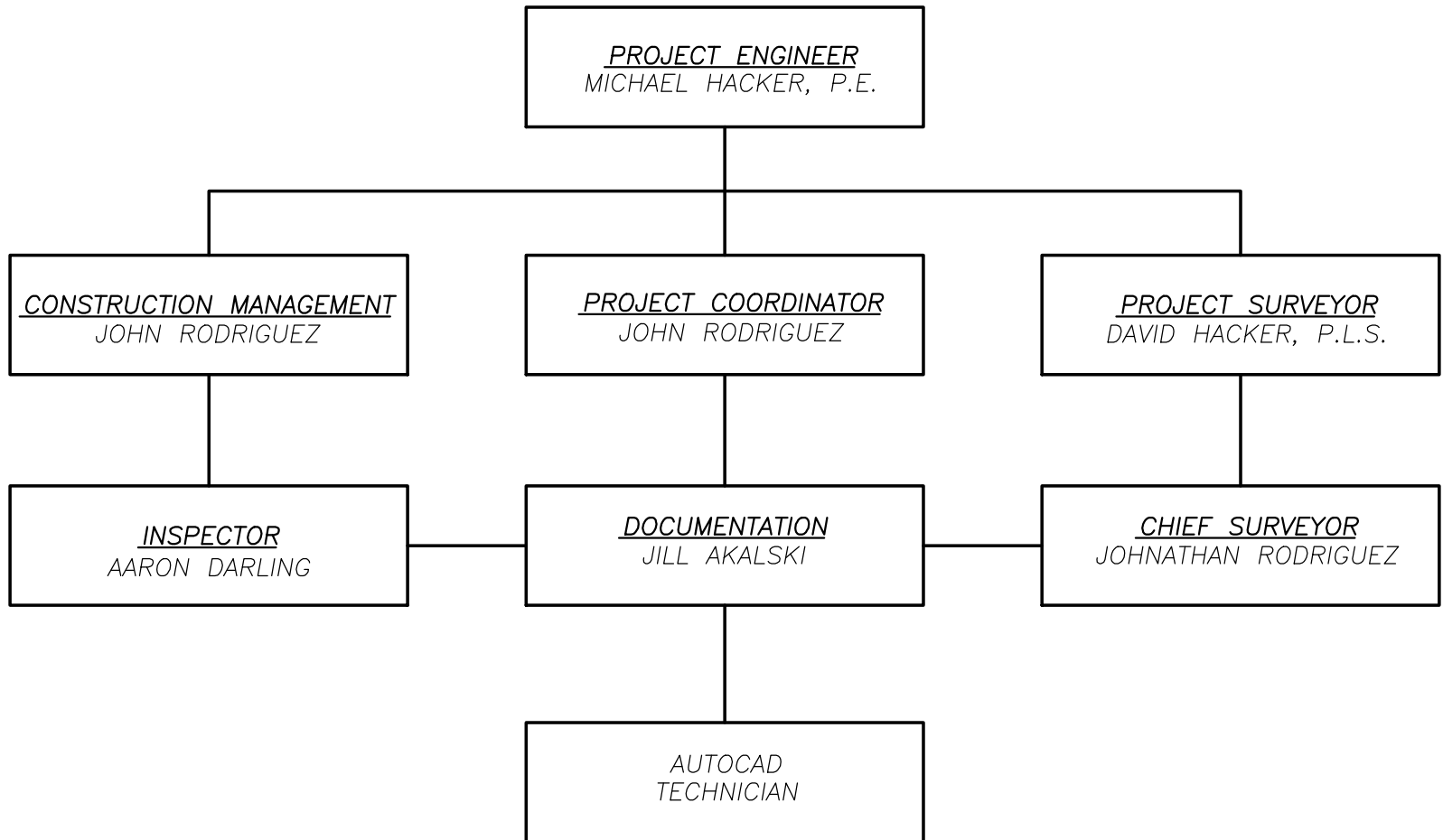
We are committed to this project. The importance of this project is indicated by our commitment of senior personnel with proven track records. Additional staff will be assigned as necessary to comply with schedule deadlines. As with past projects that we have completed for municipal agencies, we will perform the work required on time and within budget.

We are confident that we can perform this work in accordance with the District's specifications and guidelines. The District may be assured that this project will receive the highest level of commitment on the part of our staff to provide contract deliverables of the highest quality and accuracy.

All projects will be under direct supervision of licensed professionals. We have attached an organization chart that demonstrates a high-level view of those who are responsible for the work.

Our firm resources are extensive and can be extended to help accomplish all tasks.

STAFF ASSIGNMENT



HEITEC CONSULTING
2020-2023 FEE SCHEDULE
MISSION SPRINGS WATER DISTRICT

TECHNICAL-OFFICE PERSONNEL CHARGES

Hourly Rate

Licensed Professional Surveyor (PLS)	\$120.00/hr.
Licensed Professional Engineer (PE)	\$120.00/hr.
Project Manager	\$110.00/hr.
Construction Manager	\$110.00/hr.
Senior Engineer	\$100.00/hr.
Senior Plan Checker	\$100.00/hr.
Associate Engineer	\$95.00/hr.
Assistant Engineer / Plan Checker	\$90.00/hr.
AutoCAD Technician	\$85.00/hr.
Clerical	\$35.00/hr.

SURVEY PERSONNEL CHARGES

Survey - 2 man crew (Standard Wage).....	\$190.00/hr.
Survey - 2 man crew (Prevailing Wage).....	\$255.00/hr.

CONSTRUCTION SERVICES

Construction Inspector (Prevailing Wage)	\$95.00/hr. (including vehicle)
--	------------------------------------

REIMBURSABLE COSTS

In-house Reproduction	cost + 10%
Printing and Materials	cost + 10%
Express Mail / Courier / Next Day Service	cost + 10%
Special Sub-Consultant Services	cost + 10%

Term, Early Termination & Notice**Professional General Engineering Services for 2021-22****A. Term of Agreement**

This professional services agreement shall be effective upon approval by the parties thereof and shall expire upon (1) one year from the effective Agreement DATE therein. This contract also terminates and replaces any previous agreements between the District and HEITEC Consulting for Professional General Engineering Services for 2021-22 in force prior to the effective date of this agreement.

B. Early Termination of Agreement

This agreement may be terminated at any time upon a thirty (30) day written Notice from either party, and without fault or claim for damages by either party.

C. Notice

All correspondence and Notices will be sent to the following addresses as noted below for Mission Springs Water District and HEITEC Consulting.

OWNER

Attn: Luiz Santos
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
lsantos@mswd.org

CONSULTANT

Attn: Michael Hacker
HEITEC Consulting
777 E. Tahquitz Canyon Way, Ste. 200-50
Palm Springs, CA 92262

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING

DATE(S): MAY 13 & 17, 2021

FROM: Danny Friend – Director of Engineering and Operations

FOR: ACTION X DIRECTION INFORMATION



RESOLUTION 2021-06 RECOMMENDING APPROVAL OF SKYBORNE DEVELOPMENT – PARTIAL ASSIGNMENT AND ASSUMPTION AGREEMENT

STAFF RECOMMENDATION

Adopt Resolution No. 2021-06, recommending approval of a Partial Assignment and Assumption of Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement authorizing Skyborne Ventures, LLC to assign water connection fee credits to Lennar Homes of California, LLC as required by the Second Amendment to the Public Water System Improvement and Water Service Connection Fee Credit / Reimbursement Agreement for Tract No. 32030, and complete with all exhibits.

SUMMARY

The Board previously approved that certain Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement dated August 30, 2006, as amended by that certain First Amendment dated March 27, 2007 and that certain Second Amendment dated March 18, 2015 (collectively the “Agreement”) concerning the Skyborne project. The Agreement provides that Skyborne Ventures, LLC, is entitled to fee credits against water connection fees based on expenditures made by the developer for certain water infrastructure. Skyborne Ventures, LLC has transferred 79 lots in the project to Lennar Homes of California, LLC and wishes to transfer all of its existing water connection fee credits, associated with the 79 lots, in the amount of \$343,887.00 to Lennar Homes of California, LLC, as permitted by the Agreement with the consent of the District.

ANALYSIS

The approval of the Partial Assignment and Assumption Agreement is consistent with the requirements of the Agreement with Skyborne Ventures, LLC. This item is not a project as defined by the California Environmental Quality Act (CEQA).

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

There is no anticipated fiscal impact to the District as the Assignment calls for the transfer of existing fee credits to a merchant builder.

ATTACHMENTS

Resolution 2021-06 and Exhibit “A” – Partial Assignment and Assumption of Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement

RESOLUTION NO. 2021-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT APPROVING A PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT

WHEREAS, the Board of Directors of the Mission Springs Water District previously approved that certain Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement dated August 30, 2006 recorded as Instrument Number 0784841, as amended by that certain First Amendment dated March 27, 2007 recorded as Instrument Number 0213347 and that certain Second Amendment dated March 18, 2015 recorded as Instrument Number 0358292 (collectively the "Agreement") concerning the Skyborne project; and

WHEREAS, the Agreement provides that Skyborne Ventures, LLC, is entitled to fee credits as approved by the District against water connection fees based on expenditures made by the developer for certain water infrastructure; and

WHEREAS, The Skyborne Ventures, LLC has transferred 79 lots in the project to Lennar Homes of California, LLC and wishes to transfer all its existing water connection fee credits, associated with the 79 lots, in the amount of \$343,887.00 to Lennar Homes of California, LLC.

NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Mission Springs Water District Board of Directors that the Mission Springs Water District hereby approves the Partial Assignment and Assumption of Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement, a copy of which is attached hereto as **Exhibit "A"**.

ADOPTED this ____ day of May 2021, by the following vote:

- Ayes:
- Noes:
- Abstain:
- Absent:

ATTEST:

Nancy Wright
 President of Mission Springs Water District
 and its Board of Directors

Arden Wallum
 Secretary of Mission Springs Water District
 and its Board of Directors

Exhibit "A"

**RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:**

Mission Springs Water District
Attn: Arden Wallum
Secretary to the MSWD Board
66575 Second Street
Desert Hot Springs, CA 92240

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM
IMPROVEMENT AND WATER SERVICE CONNECTION FEE
CREDIT/REIMBURSEMENT AGREEMENT**

THIS PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT ("**Assignment**") is entered into this _____ day of _____, 2021 ("Effective Date") by and between SKYBORNE VENTURES, LLC, a California limited liability company (formerly SKYBORNE VENTURES, LLC, a Delaware limited liability company) (herein "**Assignor Developer**") and LENNAR HOMES OF CALIFORNIA, LLC a California corporation ("**Assignee Developer**").

Recitals

A. The Assignor Developer and Mission Springs Water District ("**District**") are parties to that certain PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT dated August 30, 2006 recorded as Instrument Number 0784841 (the "**Original Agreement**"), as amended by that certain First Amendment dated March 27, 2007 recorded as Instrument Number 0213347 (the "First Amendment") and that certain Second Amendment dated March 18, 2015 recorded as Instrument Number 0358292 (the "**Second Amendment**" and collectively with the Original Agreement and the First Amendment, the "**Agreement**") concerning certain property more particularly described in the Agreement (the "**Property**"). Capitalized terms not otherwise defined herein shall have the meanings set forth in the Agreement.

B. The Assignor Developer desires to partially assign its rights and obligations under the agreement to Assignee Developer, subject to the terms and conditions contained in this Assignment.

C. Assignee Developer acquired fee title to certain real property making up a portion of the Property, as that term is defined in the Agreement, the Grant Deed recorded December 18, 2020 as Instrument Number 0646460 of which is attached hereto as **Exhibit "A"** and made a part hereof by this reference ("**Transferred Property**").

D. Assignee Developer desires to assume the Assignor Developer's obligations and other terms and conditions under the Agreement on the Effective Date relating to the Transferred Property.

Agreements

NOW, THEREFORE, THE ASSIGNOR DEVELOPER AND ASSIGNEE DEVELOPER HEREBY AGREE AS FOLLOWS:

1. The Assignor Developer hereby assigns to Assignee Developer its rights and obligations under the Agreement as the same relate to the Transferred Property only. Assignee Developer hereby assumes all of the burdens and obligations of the "Developer" under the Agreement with respect to the Transferred Property, and agrees to observe and fully perform all of the duties and obligations of the "Developer" under the Agreement with respect to the Transferred Property, and to be subject to all the terms and conditions thereof, it being the express intention of both the Assignee Developer and Assignor Developer that the Assignee Developer and the Assignor Developer shall be jointly and severally liable under the Agreement for the obligations of the "Developer" under the Agreement that relate to the Transferred Property. It is further the intent of the Assignor Developer and the Assignee Developer that the Assignor Developer remain liable for any and all obligations under the Agreement without respect to this Assignment and that the Assignor Developer shall perform all the obligations of the Developer under the Agreement at the request of the District.



2. Assignor Developer hereby assigns to Assignee Developer some but not all of its fee credits under the Agreement as provided herein. Assignor Developer and Assignee Developer hereby acknowledge the fee credits subject to this Assignment are Water Connection Fee Credits in the amount of **Three Forty-Three Thousand Eight Hundred Eighty-Seven Dollars (\$343,887.00)** which is the amount of the current Water Connection Fee of Four Thousand Three Hundred Fifty-Three Dollars (\$4,353.00) multiplied by seventy-nine (79) which shall be applied to 79 lots in Village 2 per attached **Exhibit "B"** (collectively, the "**Assigned Fee Credits**"). Assignee Developer intends to use all the fee credits within 180 days of the execution of this Agreement and no fee increases are anticipated within 180 days. However for the sake of clarity, if the fee credits are not used and a subsequent fee increase is implemented by the District Board, the increased fee will apply. Nothing in this Agreement is intended to freeze the amount of the Water Connection Fees that may be charged by the District. The Assigned Fee Credits shall expire when the Agreement expires or terminates and the reimbursement rights associated with the Assigned Fee Credits shall expire as provided in the Agreement including Section 9 of the Second Amendment. The forgoing assignment of the Assigned Fee Credits is subject to all provisions of the Agreement including, but not limited to, Section 16 of the Second Amendment and Sections 28 and 29 of the Original Agreement. Further, the District will have no liability to Assignee Developer if the Assigned Fee Credits cannot be used as a result of a violation of the Agreement, as amended, or as a result of its expiration.

3. All of the covenants, terms and conditions set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and to their respective heirs, successors and assigns.

4. The District shall have the right to look solely to Assignor Developer with regards to the performance of obligations under the Agreement including, but not limited to, completion of all Improvements, as that term is defined in the Agreement, and the Assignee Developer shall, in addition, be jointly and severally liable for those obligations which reasonably relate to the Transferred Property, as determined by District in its sole and absolute discretion.

5. The District shall rely upon this Assignment in consenting to the assignment of the Transferred Property hereunder; provided, that unless and until the District Board of Directors has duly adopted a resolution expressly consenting hereto, the assignment herein shall not be deemed a permitted assignment under Section 16 of the Second Amendment, and the Assignee Developer shall not have the status of a recognized assignee under the Agreement. The District is a third party beneficiary of this Assignment. Any further assignment of any of the rights under this Assignment is subject to the consent and other requirements of Second Amendment.

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

<p>ASSIGNOR DEVELOPER: SKYBORNE VENTURES, LLC, a California limited liability company</p> <p>By: <u></u> Lansing Strategic Management, LLC Name: <u>Gregory P. Lansing</u> Title: <u>Managing Member</u> Date: <u>May 3, 2021</u></p>	<p>ASSIGNEE DEVELOPER: LENNAR HOMES OF CALIFORNIA, LLC, a California corporation</p> <p>By: <u></u> Name: <u>William Sacriste</u> Title: <u>Authorized Agent</u> Date: <u>04/30/21</u></p>
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California All-Purpose Certificate of Acknowledgment

CIVIL CODE 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Riverside)

On April 30, 2021 before me, Beth Bruley, Notary Public,
personally appeared William Jacariste

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Beth Bruley



(Seal)

**ACKNOWLEDGMENT BY ASSIGNOR DEVELOPER
OF PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM
IMPROVEMENT AND WATER SERVICE CONNECTION FEE
CREDIT/REIMBURSEMENT AGREEMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of San Diego) SS

On May 3, 2021 before me, Christine Carr, Notary Public, in and for said State, personally appeared Gregory P. Lansing who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Christine Carr
Notary Public

(Seal)



**ACKNOWLEDGMENT BY ASSIGNEE DEVELOPER
OF PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM
IMPROVEMENT AND WATER SERVICE CONNECTION FEE
CREDIT/REIMBURSEMENT AGREEMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____) SS.

On _____ before me, _____, Notary Public, in and for said State, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Notary Public

(Seal)

CONSENT OF DISTRICT

The assignment provided for in the Assignment to which this Consent is attached is consented to by the Mission Springs Water District by Resolution No. 2020-09. No consent or assignment shall occur until such a Resolution is duly adopted by the District Board of Directors. The District is a third party beneficiary to the applicable provisions of the Assignment.

DISTRICT:
MISSION SPRINGS WATER DISTRICT

By: _____
Name: Nancy Wright
Title: Board President

Date: _____

Attest: _____
Name: Arden Wallum
Title: Secretary to the MSWD Board

Date: _____

**ACKNOWLEDGMENT BY DISTRICT
OF PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM
IMPROVEMENT AND WATER SERVICE CONNECTION FEE
CREDIT/REIMBURSEMENT AGREEMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Riverside) SS

On _____ before me, _____, Notary Public, in and for said State, personally appeared Nancy Wright who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)
Notary Public

**ACKNOWLEDGMENT BY DISTRICT
OF PARTIAL ASSIGNMENT AND ASSUMPTION OF PUBLIC WATER SYSTEM
IMPROVEMENT AND WATER SERVICE CONNECTION FEE
CREDIT/REIMBURSEMENT AGREEMENT**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of _____) SS.

On _____ before me, _____, Notary Public, in and for said State, personally appeared Arden Wallum who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)
Notary Public

Exhibit "A"
(GRANT DEED)

EXHIBIT A

RECORDING REQUESTED BY:
First American Title Company

WHEN RECORDED MAIL DOCUMENT TO:
Lennar Homes of California, Inc.
980 Montecito Drive, Ste. 302
Corona, CA 92879
Attn: Michael Freeman

DOC # 2020-0646460
12/18/2020 01:58 PM Fees: \$23.00
Page 1 of 4
Recorded in Official Records
County of Riverside
Peter Aldana
Assessor-County Clerk-Recorder

This document was electronically submitted to the County of Riverside for recording
Received by: MARY #420

Space Above This Line for Recorder's Use Only

A.P.N.: See Exhibit A
Property Address: , Desert Hot Springs, CA

File No.: OSA-6413325 (jg)

Grant Deed
Title of Document

TRA: 014-067
DTT: 6,091.25

Exemption reason declared pursuant to Government Code 27388.1

- This Document is a transfer that is subject to the imposition of documentary transfer tax.
- This is a document recorded in connection with a transfer that is subject to the imposition of document transfer tax.
Document reference: _____
- This document is a transfer of real property that is a residential dwelling to an owner-occupier
- This is a document recorded in connection with a transfer of real property that is a residential dwelling to an owner-occupier.
Document reference: _____

THIS PAGE ADDED TO PROVIDE EXEMPTION INFORMATION FOR THE BUILDING HOMES AND JOBS ACT FEE (SB-2; AFFORDABLE HOUSING FEE) (\$3.00 Additional recording fee applies)

Recording Requested By:
First American Title Company
Homebuilder Services Division

RECORDING REQUESTED BY:

6413325
First American Title Company
18500 Von Karman Avenue
Suite 600
Irvine, CA 92612

Mail Tax statement to:
WHEN RECORDED MAIL TO:

Lennar Homes of California, Inc.
980 Montecito Drive, Suite 302
Corona, California 92879
Attn: Michael Freeman

APN: (see Exhibit "A")
TRA: 014-067

(Space above for Recorder's Use Only)

The undersigned grantor declares that the amount of documentary tax is _____ Dollars (\$6,091.25), computed on [X] the full value of the property conveyed or [] the full value of the property conveyed less liens and encumbrances remaining at time of sale. X City of Desert Hot Springs

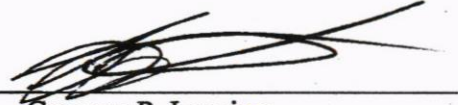
GRANT DEED

FOR VALUE RECEIVED, the receipt and sufficiency of which are hereby acknowledged, SKYBORNE VENTURES, LLC, a California limited liability company, hereby grants to LENNAR HOMES OF CALIFORNIA, INC., a California corporation, all of that certain real property more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference.

Dated: December 18, 2020

SKYBORNE VENTURES, LLC, a
California limited liability company

By: LANSING STRATEGIC
MANAGEMENT, LLC, a California
limited liability company, Its Manager

By: 

Gregory P. Lansing
Managing Member

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF SAN DIEGO) ss.

On December 15, 2020, before me, Christine CARR, a Notary Public in and for said State, personally appeared GREGORY P. LAUSING, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the persons(s), or the entity upon behalf of which the person(s) acted, executed said instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Christine Carr (Seal)

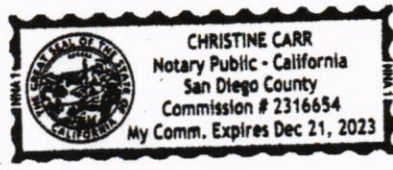


EXHIBIT A

Real property in the City of Desert Hot Springs, County of Riverside, State of California, described as follows:

LOTS 1 THROUGH 6, 88 THROUGH 110, 114 THROUGH 118, 139, 147 THROUGH 152, 170 THROUGH 175, 182 THROUGH 208, AND 236 THROUGH 240, ALL INCLUSIVE, OF TRACT NO. 32030-2, IN THE CITY OF DESERT HOT SPRINGS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS SHOWN BY MAP ON FILE IN BOOK 404, PAGES 76 THROUGH 84, INCLUSIVE, OF IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

EXCEPTING THEREFROM ½ ON ALL OIL, GAS AND OTHER HYDROCARBON SUBSTANCES UNDERLYING SAID LAND AND ½ OF ALL OTHER MINERALS, AS RESERVED IN DEED FROM JOSEPH R. TROTTER, HUSBAND AND WIFE FILED FOR RECORD MARCH 30, 1955 AS BOOK 1715 PAGE 572, OF OFFICIAL RECORDS OF SAID COUNTY.

APN: 667-270-001 THROUGH 667-270-006 AND 667-270-041 THROUGH 667-270-063 AND 667-270-067 THROUGH 667-270-079 AND 667-280-048 THROUGH 667-280-050 AND 667-280-071 AND 667-280-079 THROUGH 667-280-085 AND 667-290-018 THROUGH 667-290-023 AND 667-290-030 THROUGH 667-290-049

TRA, 014-067

END OF LEGAL DESCRIPTION

Exhibit "B"
(BREAKDOWN OF CREDITS AND MAP)

EXHIBIT B
BREAKDOWN OF FEE CREDITS AND OVERVIEW MAP

PARCELS	PARCEL ADDRESS	3/4" WATER CONNECTION FEE CREDIT APPLIED	TOTAL FEE CREDIT
667270001	62722 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270002	62718 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270003	62712 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270004	62708 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270005	62702 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270006	62698 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270041	11571 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270042	11575 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270043	11579 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270044	11583 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270045	11587 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270046	11591 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270047	11595 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270048	11599 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270049	11603 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270050	11607 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270051	11611 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270052	11615 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270053	11610 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270054	11606 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270055	11602 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270056	11598 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270057	11594 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270058	11590 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270059	11586 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270060	11582 Kitetail Drive	\$ 4,353.00	\$ 4,353.00
667270061	11529 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270062	11533 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270063	11539 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270067	11599 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270068	11603 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270069	11588 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270070	11576 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270071	11548 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270072	11542 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270073	11532 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270074	11528 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667270075	62752 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270076	62748 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270077	62742 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270078	62738 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667270079	62732 N. Crescent Street	\$ 4,353.00	\$ 4,353.00
667280048	11609 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00
667280049	11613 Sky Pointe Drive	\$ 4,353.00	\$ 4,353.00

667280050	11619 Sky Pointe Drive	\$	4,353.00	\$	4,353.00
667280071	11850 S. Crescent Street	\$	4,353.00	\$	4,353.00
667280079	11839 S. Crescent Street	\$	4,353.00	\$	4,353.00
667280080	11843 S. Crescent Street	\$	4,353.00	\$	4,353.00
667280081	11847 S. Crescent Street	\$	4,353.00	\$	4,353.00
667280082	11853 S. Crescent Street	\$	4,353.00	\$	4,353.00
667280083	62873 Loftwood Street	\$	4,353.00	\$	4,353.00
667280084	62877 Loftwood Street	\$	4,353.00	\$	4,353.00
667280085	62881 Loftwood Street	\$	4,353.00	\$	4,353.00
667290018	62788 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290019	62772 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290020	62760 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290021	62743 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290022	62759 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290023	62781 Kitetail Drive	\$	4,353.00	\$	4,353.00
667290030	11831 S. Crescent Drive	\$	4,353.00	\$	4,353.00
667290031	11835 S. Crescent Drive	\$	4,353.00	\$	4,353.00
667290032	6288 Loftwood Street	\$	4,353.00	\$	4,353.00
667290033	62889 Loftwood Street	\$	4,353.00	\$	4,353.00
667290034	62893 Loftwood Street	\$	4,353.00	\$	4,353.00
667290035	62897 Loftwood Street	\$	4,353.00	\$	4,353.00
667290036	62911 Loftwood Street	\$	4,353.00	\$	4,353.00
667290037	62915 Loftwood Street	\$	4,353.00	\$	4,353.00
667290038	62921 Loftwood Street	\$	4,353.00	\$	4,353.00
667290039	62925 Loftwood Street	\$	4,353.00	\$	4,353.00
667290040	62931 Loftwood Street	\$	4,353.00	\$	4,353.00
667290041	62935 Loftwood Street	\$	4,353.00	\$	4,353.00
667290042	62900 Loftwood Street	\$	4,353.00	\$	4,353.00
667290043	62896 Loftwood Street	\$	4,353.00	\$	4,353.00
667290044	62892 Loftwood Street	\$	4,353.00	\$	4,353.00
667290045	62886 Loftwood Street	\$	4,353.00	\$	4,353.00
667290046	62880 Loftwood Street	\$	4,353.00	\$	4,353.00
667290047	11718 S. Crescent Street	\$	4,353.00	\$	4,353.00
667290048	11702 S. Crescent Street	\$	4,353.00	\$	4,353.00
667290049	11688 S. Crescent Street	\$	4,353.00	\$	4,353.00
		\$	343,887.00	\$	343,887.00



EXHIBIT B

**WRITTEN CONSENT TO CORPORATE ACTION
BY BOARD OF DIRECTORS OF
LENNAR HOMES OF CALIFORNIA, INC.**

MARCH 30, 2018

The undersigned, constituting all of the members of the Board of Directors of LENNAR HOMES OF CALIFORNIA, INC., a California corporation (the "Corporation"), pursuant to the provisions of 307(b) of the California General Corporation Law, do hereby unanimously agree and consent to the adoption of, and do hereby adopt, the following resolution:

RESOLVED, that without limitation upon the power of the Board of the Corporation by resolution to confer the same or similar authority upon other officers and individuals from time to time, and without limiting any authority otherwise conferred on officers of the Corporation, **WILLIAM SACRISTE** shall have the power and authority in the name and on behalf of the Corporation to deliver and execute subdivision development agreements, purchase agreements, subcontractor agreements, bond agreements, utility agreements, permitting applications, vendor and consultant contracts and any other necessary documents in connection with the land development operations of the Corporation; and be it further

RESOLVED, that for the purpose of executing and delivering any and all instruments under the authority granted herein, the above individual shall be, and each hereby is constituted as an **Authorized Agent** of the Corporation, and any action taken or done pursuant to the authority herein granted shall be an act of the Corporation and binding upon it;

AND, RESOLVED, that the authorities hereby conferred shall be deemed retroactive, and any and all acts authorized herein that were performed prior to the passage of these resolutions be, and they hereby are, approved, ratified and confirmed.

A facsimile, PDF of a signature, or an electronic signature, to this Written Consent shall be deemed and treated for all purposes of execution to be as valid as an original signature thereto.

IN WITNESS WHEREOF, the undersigned has executed this Written Consent in order to give its consent thereto effective as of the date written above.

DIRECTORS:

DocuSigned by:
Diane Bessette
0E1FEF43CCEE4DB...
Diane Bessette

DocuSigned by:
Mark Sustana
147E737ED065476...
Mark Sustana

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING
MEETING

DATE(S): MAY 13 & 17, 2021

FROM: Danny Friend – Director of Engineering and Operations

FOR: ACTION X DIRECTION INFORMATION



FIRST AMENDMENT TO CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS

STAFF RECOMMENDATION

Authorize the General Manager to amend the contract with B-81 Paving Inc., for the pavement repairs for water and sewer projects, in the amount of \$115,000.00, and authorize the General Manger to do all things necessary to complete the project.

SUMMARY

Staff makes approximately 200 repairs each year to water mains, water services, valves, blow-offs, air-vacs and sewer lines within the District’s service area. After repairs are made, District staff installs temporary asphalt patches in place of the sections of pavement that were removed until a permanent patch is completed.

ANALYSIS

B-81 Paving, Inc. was awarded a contract for the pavement repairs for water and sewer projects at the November 16, 2020 Board meeting. This contract amendment increases the agreement amount by \$15,000.00 and allows staff to continue progress on making permanent asphalt repairs throughout our service area.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for all work authorized under this contract will be covered by the approved operating budget for FY 2020-2021.

ATTACHMENTS

Contract Amendment

**AMENDMENT TO
Contract for Professional Services Agreement
Mission Springs Water District
66575 Second Street
Desert Hot Springs, CA 92240
Telephone 760-329-6448 – FAX 760-329-2482**

TO: B-81 Paving, Inc.
2609 Ramsey St.
Banning, CA 92220

DATE: _____

PROJECT DIR#: 352889

FIRST AMENDMENT TO CONTRACT AGREEMENT

1. This amendment (the "Amendment") is hereby made by Mission Springs Water District and B-81 Paving, Inc., parties to an agreement for **Pavement Repairs for Water and Sewer Projects for 2020-2021** (the "Agreement"), dated November 18, 2020.
2. In exchange for the promises herein and other good and valuable consideration, the sufficiency of which both parties acknowledged, it is mutually agreed by and between the undersigned contracting parties that the Agreement is amended as follows:

The Amendment will increase the amount of the Agreement from a Not to Exceed amount of \$100,000.00 to a Not to Exceed amount of \$115,000.00.

3. Except as set forth in this Amendment, the Agreement is unchanged and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement the terms of this amendment will prevail.

Instructions: Sign and return via email. Upon acceptance by Mission Springs Water District, an executed copy will be returned to you for your records. Insert the names of your authorized representative(s) below.

Accepted:

Consultant:

Mission Springs Water District

B-81 Paving, Inc.
(Business Name)

By: _____
Arden Wallum

By: _____
Berto Bedolla

Title General Manager

Title President

Other authorized representative(s):

Other authorized representative(s):

Bassam Alzamar
Field Operations Manager

Jeff Nutter
Maintenance Superintendent

AGENDA STAFF REPORT

MEETING NAME: Regular Board Meeting
MEETING
DATE(S): May 13 & 17, 2021
FROM: Matt McCue – Director of Administrative Services



FOR: (mark X after choice) ACTION X DIRECTION INFORMATION

AWARD OF CONTRACT FOR PROFESSIONAL SERVICES AND SOFTWARE AS A SERVICE PROVISIONS WITH WATERSMART SOFTWARE, INC. FOR THE INTEGRATION AND MAINTENANCE OF A CUSTOMER PORTAL SOFTWARE

STAFF RECOMMENDATION

Authorize the General Manager to award a 5-year contract to WaterSmart Software, Inc. for a Customer Portal software in the amount of \$180,570 and authorize the General Manager to do all things necessary to complete the project.

SUMMARY

Through a competitive Request for Qualifications process WaterSmart was identified as the most qualified company to provide Mission Springs Water District with a customer portal software as a service. The project will install, integrate with existing databases and maintain the software for five years. This customer portal will complete the link between our customers and available AMI Meter data.

ANALYSIS

In September of 2020 four proposals were received in response to our request for qualifications. These proposals were reviewed and scored by District staff and WaterSmart (now called VertexOne) was determined to be the best qualified to provide this service. The contract consists of 5 one-year subscription amounts for a software as a service and also year one implementation costs. Year one of this project will be covered by and included in the AMI project capital budget as this completes the data loop of the AMI project. Years two through five will be paid by the District's operating budget.

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

Total contract amount \$180,570

ATTACHMENTS

Professional Services Contract and SaaS provisions



**Agreement for Professional Services
("Agreement")**

**Mission Springs Water District
66575 Second Street**

Desert Hot Springs, CA 92240

Telephone (760) 329-6448 - FAX (760) 329-2482

For your protection, make sure that you read and understand all provisions before signing. The terms and attachments are incorporated in this document and will constitute a part of the Agreement between the parties when signed.

**TO: WaterSmart Software, Inc.
1321 Upland Dr. Suite 8389
Houston, TX 77043**

DATE: _____

TITLE: Customer Portal

The undersigned Consultant agrees to furnish the following:

All Work/Services per the attached and Exhibit A – SaaS Provisions, and Exhibit B – Order Form provided by CONSULTANT.

Contract price \$: Notto Exceed \$180,570

Term: 60 Months from the Contract Effective Date

Instructions: Sign and return via email. Upon acceptance by Mission Springs Water District, a copy will be signed by its authorized representative(s) and promptly returned to you. Insert the names of your authorized representative(s) below.

Accepted: _____
Mission Springs Water District

Consultant: _____
WaterSmart Software, Inc.
(Business Name)

By: _____
Arden Wallum

By: _____
Keith Forester

Title General Manager

Title CFO

Other authorized representative(s):

Consultant agrees with the Mission Springs Water District that:

- a. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees, and authorized volunteers from all claims and demands of all persons that arise out of, pertain to, or relate to the Consultant's gross negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of Consultant's performance or non-performance of the work hereunder and shall not tender such claims to Mission Springs Water District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees and authorized volunteers from all claims and demands of all persons arising out of the performance of the work or furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Mission Springs Water District, its directors, officers, employees, or authorized volunteers. Consultant's defense and indemnification obligations under the Agreement shall be limited and shall not exceed the fees received by Consultant for the services that give rise to the liability in the twelve months preceding the accrual of such liability.
- c. Each party has the right to terminate this Agreement if the other party has materially breached the Agreement and such breach remains uncured for a period of thirty days after written notice of such breach is sent to the breaching party.

Notwithstanding any other provision of this contract, in the event that funds are not appropriated by the District, then District will notify Consultant of such occurrence and may terminate, with 30 days written notice. Subsequent to termination of this contract under this provision, the District shall have no obligation to make payments with regard to the remainder of the term, but the District shall be obligated to make payment to Consultant for services provided by Consultant until the proposed date of termination.

- d. By his/her signature hereunder, Consultant certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that Consultant will comply with such provisions before commencing the performance of the professional services under this agreement. Consultant and sub-consultants will keep workers' compensation insurance for their employees in effect during all work covered by this agreement.
- e. Consultant will file with Mission Springs Water District, before beginning professional services, a certificate of insurance satisfactory to Mission Springs Water District evidencing professional liability coverage of not less than \$1,000,000 per claim and \$2,000,000 annual aggregate, that coverage shall

not be cancelled except with notice to Mission Springs Water District. Coverage is to be placed with a carrier with an A.M. Best rating of no less than A-: VII, or equivalent, or as otherwise approved by Mission Springs Water District. The retroactive date (if any) is to be no later than the effective date of this agreement. Consultant shall maintain such coverage continuously for a period of at least one (1) years after the completion of the contract work. In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.

f. Consultant will file with Mission Springs Water District, before beginning professional services, certificates of insurance (Acord Form 25 or equivalent) satisfactory to Mission Springs Water District evidencing

Coverage – Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 0001)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 0001), covering Symbol 1 (any auto)

Limit – The consultant shall maintain limits no less than the following

1. General liability - coverage of not less than one million (\$1,000,000) per occurrence or two million (\$2,000,000) in aggregate,
2. Auto liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.
3. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

Required Provisions –

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later editions is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
- The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary, and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
- Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- VII, or equivalent, or as otherwise approved by Mission Springs Water District.
- The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
- In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and

confirm that each sub-consultant meets the minimum insurance requirements specified above.

If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.

- g. All fees will be invoiced annually in advance. Payment by MSWD under this Agreement for are outlined in the Order Form in Exhibit B. Consultant shall invoice MSWD upon signing of the Agreement and MSWD shall pay invoices within 30 days of receipt. Consultant shall be entitled but not obligated to suspend services due to delinquent payments more than 30 days after written notice from Consultant.
- h. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state and federal regulations and statutes including but not limited to Cal/OSHA requirements.
- i. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District.
- j. Intellectual Property Rights. Except as expressly described in the Agreement or Order Form the Agreement does not grant either party any rights, implied or otherwise, to the other's content or Intellectual Property. As between the parties, Client retains all Intellectual Property Rights in Client data, and VertexOne retains all Intellectual Property Rights in the VertexOne data, Services and Software. At its option, Client may provide feedback and suggestions about the Services to VertexOne ("Client Feedback"). If Client provides Client Feedback, then VertexOne and its Affiliates may use that Feedback without restriction and without obligation to Client. At its option, VertexOne may provide feedback and suggestions about its use of the Services to Client ("VertexOne Feedback"). If VertexOne provides VertexOne Feedback, then Client and its Affiliates may use that Feedback without restriction and without obligation to VertexOne.
- k. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement. The foregoing obligations are subject to the following clarification of the parties' rights and obligations with respect to aggregated and anonymous data. MSWD hereby gives its permission to Consultant to use and disclose on an anonymous and/or aggregated basis (excluding any personally identifiable information) any data pertaining to MSWD end customers and their water consumption, including without limitation derivative data and data combined with the data of other utilities, for purposes of project evaluation and any research, product development, marketing, or other legitimate business purposes. This section shall survive any termination or expiration of the Agreement.

- I. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees, and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- m. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Neither party shall assign, sublet or transfer any right, privilege or interest in this contract, or any part thereof, without prior written consent of the other party, which consent shall not be unreasonably delayed, withheld or conditioned; provided, however, that either party may assign or delegate its rights and obligations under this Agreement, in whole or in part, without the other party's consent to (i) an Affiliate, or (ii) to an entity that acquires all or substantially all of the assets of such party or which is the successor in a merger or acquisition involving such party.
- n. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement.
- o. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute.
- p. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.
- q. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- r. No Third-Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under

this Agreement to any party other than the Consultant

In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.

- s. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- t. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- u. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- v. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- w. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.
- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.

cc. Each of the signatories herein hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.

EXHIBIT A

SaaS TERMS AND CONDITIONS

SOFTWARE-AS-A-SERVICE PROVISIONS

BACKGROUND: WATERSMART’s customer engagement and data analytics services are to be provided primarily by utilization of WATERSMART’s proprietary software hosted on WATERSMART’s computer systems and accessed by authorized users over the Internet. This is a shared cost software utilization model which enables customers to achieve substantial cost savings versus commissioning custom development of software or licensing software for installation and maintenance on customers’ computer systems. Companies like WATERSMART are commonly referred to as “SaaS” or “software-as-a-service” providers. Certain supplemental provisions which are customary within the SaaS sector and essential to enabling WATERSMART’s SaaS service model and providing substantial cost savings for Utility, are set forth below and incorporated by reference in the Agreement.

A. WATERSMART’s reservation of intellectual property rights

WATERSMART has created, acquired or otherwise currently has rights in, and may, in connection with the performance of this Agreement or otherwise develop, create, employ, provide, modify, acquire or otherwise obtain rights in various inventions, concepts, ideas, methods, methodologies, procedures, processes, know-how, techniques, models, templates, software, applications, documentation, user interfaces, screen and print designs, source code, object code, databases, algorithms, development framework repositories, system designs, processing techniques, tools, utilities, routines and other property or materials, including without limitation any and all subject matter protected or which may be protected under patent, copyright, mask work, trademark, trade secret, or other laws relating to intellectual property, whether existing now or in the future, whether statutory or common law, in any jurisdiction in the world (“WATERSMART IP”). Utility acknowledges that WATERSMART owns and shall own all intellectual property rights in and to deliverables hereunder, the WATERSMART IP and derivative works of WATERSMART IP (whether independently or jointly conceived), regardless of whether or not incorporated in any print or electronic Water Reports, Customer Portal, Utility Dashboard, or other software or deliverable provided to Utility by WATERSMART, and that Utility shall acquire no right or interest in the same.

Utility agrees to assign, and hereby does assign, any right, title and interest in any suggestions, enhancement requests, or other feedback provided by Utility relating to services offered by WATERSMART. If and to the extent any such assignment is ineffective, Utility hereby grants to WATERSMART a royalty-free, worldwide, irrevocable, perpetual license to use and incorporate into its services any such suggestions, enhancement requests, or other feedback provided by Utility.

Subject to the foregoing, authorized employees and customers of Utility may during the term of the Agreement access and use the WATERSMART SaaS services, print and electronic Water Reports, Customer Portal, Utility Dashboard, and other deliverables provided to Utility by WATERSMART, and applicable bill presentment and payment services for purposes of Utility’s customer engagement program, customer billing, and for Utility’s internal purposes, so long as Utility is current with respect to its financial and other obligations under the Agreement. Such authorization is limited to Utility’s service territory and is non-exclusive, non-transferable, and non-sublicenseable. If Utility enters into an agreement with a third party contractor of WaterSmart related to bill payment services, the intellectual property provisions of such agreement shall apply with respect to intellectual property owned or controlled by such third party. Any rights not expressly granted herein are reserved by WATERSMART and its licensors.

B. Utility’s cooperation in providing necessary inputs

Deliverables to be provided by WATERSMART via its proprietary software require certain data from Utility. Utility shall provide WATERSMART with those data, records, reports, approvals and other inputs identified for Utility to provide to WATERSMART. Utility shall ensure that such inputs are accurate and within Utility’s legal rights to share with WATERSMART subject to the confidentiality and other applicable provisions of

Request for Qualifications – Customer Web Portal

the Agreement. Time is of the essence, and Utility shall provide its inputs within the timeframes specified for Utility. If bill payment services are included, Utility shall cooperate with WATERSMART and its applicable third party partner(s) in timely providing the data, records, reports, approvals and other inputs requested for such services. WATERSMART shall not be responsible for delays outside WATERSMART's control, and deadlines for WATERSMART's performance shall be adjusted, if necessary, to accommodate delays by Utility.

C. Confidentiality and WATERSMART's use of aggregated data

All data, documents and other information received or accessed by one party ("Receiver") from the other party or its end users (collectively, "Discloser") for performance of this Agreement, including without limitation personally identifiable information and financial information, are deemed confidential. Such information shall not be used or disclosed by the Receiver without the prior written consent of the Discloser or owner (which may include without limitation consent by end users to share any information with additional users they authorize), except to the Receiver's employees and contractors on a need-to-know basis for performance of this Agreement with appropriate confidentiality protections. For this purpose, protected confidential information shall not include (i) information that, at the time of disclosure, is publicly available or generally known or available to third parties, or information that later becomes publicly available or generally known or available to third parties through no act or omission by the Receiver; (ii) information that the Receiver can demonstrate was in its possession prior to receipt from the Discloser; (iii) information received by the Receiver from a third party who, to the Receiver's knowledge and reasonable belief, did not acquire such information on a confidential basis from the Discloser; (iv) information the Receiver can demonstrate was independently developed by it or a third party; or (v) information that the Receiver is legally required or compelled by a court to disclose.

The foregoing confidentiality obligations are subject to the following clarification of the parties' rights and obligations with respect to aggregated and anonymous data. Utility hereby gives its permission to WATERSMART to use and disclose on an anonymous and/or aggregated basis (excluding any personally identifiable information) any data pertaining to Utility end customers and their water consumption, including without limitation derivative data and data combined with the data of other utilities, for purposes of project evaluation and any research, product development, marketing, or other legitimate business purposes. This Section C shall survive any termination or expiration of the Agreement.

Each party shall post and comply with its applicable privacy policy.

The foregoing confidentiality obligations and also subject the following exception. The Utility is subject to the California Public Records Act which requires the Utility to disclose all records in its possession to members of the public and that the Utility may be subject to judgments, legal fees and other sanctions for failing to comply with the California Public Records Act. Consequently, the Utility is required to disclose information provided to it by WATERSMART to any member of the public upon request under the Public Records Act. However, if a member of the public requests a copy of the source code or object code Utility will provide WATERSMART with a copy of the request and will cooperate with WATERSMART in protecting such information from public disclosure that constitutes a trade secret or is otherwise non disclosable under the Public Records Act provided that if any legal action is required to protect the confidentiality of such information, If WATERSMART directs the Utility to pursue any legal action to retain the confidentiality, WATERSMART shall be obligated to reimburse Utility for all costs and expenses it incurs in cooperating with WATERSMART to retain the confidentiality of such trade secret information and may be required to submit advanced deposits towards such amounts. If WATERSMART fails to pay the Utility for such costs or expenses within five business days of request Utility's obligation to cooperate with WATERSMART in the protection of the trade secret information shall terminate and be of no further force or effect unless and until the amounts requested are paid in full.

D. Software corrections and third party acts; limitation of liability for SaaS services

In the event that WATERSMART's services fail to meet specifications or other requirements of Utility, Utility shall promptly notify WATERSMART and WATERSMART shall promptly correct any defect or substitute services, software, or products to achieve the functionality and benefits originally specified or reasonably expected by Utility. If WATERSMART promptly makes such correction or substitution within no less than thirty (30) days, WATERSMART shall have no further liability with respect to said defect(s), notwithstanding any other provision of the Agreement. All warranties not expressly stated in the Agreement are disclaimed. Utility understands that Utility's use of WATERSMART's services provided online may be interrupted by circumstances beyond WATERSMART's control involving third parties, including without limitation computer, telecommunications, network, Internet service provider or hosting facility failures or delays involving hardware, software, networks, or power systems not within WATERSMART's possession or direct control, and network intrusions or denial of service attacks (collectively, "Third Party Acts"). WATERSMART shall not be responsible or otherwise liable for any Third Party Acts, including, without limitation, any delays, failures, or security breaches and damages resulting from or due to any Third Party Acts, provided that WATERSMART has

Request for Qualifications – Customer Web Portal

exercised due care. However, in the case of any Third Party Act which will delay or prevent WATERSMART from providing online services to Utility, WATERSMART will promptly notify Utility and assist in mitigating any impact. NEITHER PARTY WILL BE LIABLE TO THE OTHER, UNDER ANY CLAIM RELATING TO THIS AGREEMENT, FOR ANY INDIRECT, INCIDENTAL, EXEMPLARY, SPECIAL, RELIANCE or CONSEQUENTIAL DAMAGES, INCLUDING LOSS OF PROFITS OR REVENUE OR LOSS OF DATA, EVEN IF ADVISED OF THE POSSIBILITY OF THESE DAMAGES. Except to the extent covered by insurance, under no circumstances or event shall WATERSMART's or Utility's total cumulative liability for losses or damages of any kind arising under or relating to this Agreement and under any theory (contract, tort, defense and indemnity, or otherwise), exceed the fees received by WATERSMART for the services that give rise to the liability in the twelve months preceding the accrual of such liability. If Utility enters into an agreement with a third party contractor of WaterSmart related to bill payment services which specifies a lower limit of liability with respect to such services, the same limit shall apply to WATERSMART's liability (if any) with respect to such services. The foregoing limited remedy and limitation of liability provisions shall apply notwithstanding any conflicting provisions or any failure of essential purpose with respect to a limited remedy or limitation of liability, and shall survive any termination or expiration of the Agreement.

E. Technology and services infrastructure vendors WATERSMART as a SaaS provider utilizes the secure cloud hosting platform of a third party industry leader in cloud computing with state-of-the art security to host the data of all WATERSMART customers. WATERSMART utilizes a reputable third party vendor to perform printing and mailing services when included within the scope of WATERSMART's work. For bill payment services, including credit card, debit card, and ACH payments and authentication, WATERSMART works with leading edge, reputable third party vendors specializing in such functions. Since the referenced cloud hosting platform, printing and mailing vendors, bill payment services providers, and certain other vendors performing similar or related functions, are integral components of WATERSMART's technology and services infrastructure used across its pertinent customer base and are not specific to Utility and services under this Agreement, Utility acknowledges that such utilization or collaboration is not considered subcontracting of WATERSMART's services under this Agreement.

If Utility elects to make bill payment services available to its end customers, the pertinent end users and Utility assume all risks associated with such services, and no indemnity provisions in favor of Utility shall apply to such services, except in the event of WATERSMART's gross negligence or willful misconduct. In the absence of gross negligence willful misconduct by WATERSMART, Utility's sole remedies related to bill payment services shall be from the independent third party provider of such services in accordance with any contract between Utility and such provider. If Utility enters into an agreement with any third party contractor of WATERSMART for any other services ancillary or related to the services provided by WATERSMART during the term of this Agreement, Utility shall first seek and exhaust all remedies from such third party contractor prior to seeking any remedy from WATERSMART with respect to such services.

With respect to all bill payment services, as well as any services provided by independent third party contractors not in contract with WATERSMART, including without limitation any such services which at Utility's request or direction are integrated by WATERSMART into its electronic interfaces for Utility, WATERSMART shall not be responsible for and shall have no liability of any kind with respect to services provided by such third parties except to the extent of the gross negligence or willful misconduct of WATERSMART.

F. Compliance With Laws WaterSmart shall comply with all federal, state and local laws, regulations, regulatory rulings, and ordinances as may be applicable to the performance of its services under this Agreement. Utility shall comply with all federal, state and local laws, regulations, regulatory rulings, and ordinances related to this Agreement, and shall have sole responsibility for securing any necessary regulatory approvals, if any, for this Agreement and/or the services hereunder.

Utility shall be responsible for obtaining from its end customers any consents and providing any notices, if any are legally required, for the services to be provided by WaterSmart hereunder, as well as any bill payment or other third party services elected by Utility.

G. Extended Messaging Services If Utility elects to utilize WATERSMART's leak alert or group messenger services, certain supplemental legal terms shall apply. These supplemental terms ("Extended Messaging Terms") are set forth below and shall prevail in the event of any conflict or inconsistency. For avoidance of doubt, the Extended Messaging Terms apply to all WATERSMART services involving automated phone calls (conventional and mobile), pre-recorded messages, text messages, and other such bulk communications (including emails outside of WATERSMART's core customer engagement offerings) (collectively, "Extended Messaging Services").

- Utility shall be solely responsible for the content of any messages or communications to end customers which Utility initiates or authorizes in connection with the Extended Messaging Services, as well as Utility's selection of any vehicle (ie., conventional phone, mobile phone, text, email) for such messages or communications. WATERSMART shall have no responsibility or liability of any kind with respect to messages or communications initiated or authorized by Utility or its representatives. For avoidance of doubt, if the

Request for Qualifications – Customer Web Portal

Agreement has other indemnity provisions in favor of Utility such provisions shall not apply to the Extended Messaging Services, except in the event of WATERSMART’s willful misconduct.

- 2. If Utility elects to make available to its end customers Extended Messaging Services offered by WATERSMART to alert end users of potential leaks or high water usage, the pertinent end users and Utility assume all risks associated with such alerts, and no indemnity provisions in favor of Utility shall apply to such risks (including without limitation any liability claims for failure to alert or inaccurate alerts), except in the event of WATERSMART’s willful misconduct.
- 3. With respect to Extended Messaging Services, WATERSMART’s role is limited to delivering via its technology platform Utility’s communications through vehicles selected by Utility; accordingly, compliance with applicable laws (which may vary by state and locale) is strictly Utility’s responsibility with respect to Extended Messaging Services notwithstanding any provision to the contrary.
- 4. Utility is encouraged to consult legal counsel of its own with respect to this Agreement and in reference to Federal Communications Commission Declaratory Ruling FCC 16-88 (released August 4, 2016), any Extended Messaging Services, and compliance with applicable federal, state and local laws, regulations and regulatory rulings, and ordinances. Utility shall not rely on WATERSMART or WATERSMART’s representatives for legal advice or guidance concerning the content or appropriate vehicles (ie., conventional phone, mobile phone, text, email) for communications with Utility end customers.

In order to provide the Extended Messaging Services at efficient cost and with optimal levels of security and reliability, WATERSMART may utilize one or more third party communications technology and communications services providers. Since such providers are utilized across WATERSMART’s pertinent customer base and are not specific to Utility and service choices by Utility under the Agreement, Utility acknowledges that such utilization is not considered subcontracting of WATERSMART’s services under the Agreement.

WATERSMART, a _____

By: _____

SaaS Terms and Conditions

Plain Language	SaaS
<p>1. Definition of terms. Defines the service model and terms used.</p>	<p>1. Software-as-a-Service (SaaS) as used in this document is defined as the capability provided to the consumer to use the provider's applications running on a cloud infrastructure. The applications are accessible from various client devices through a thin client interface such as a Web browser (e.g., Web-based email) or a program interface. The consumer does not manage or control the underlying cloud infrastructure, including network, servers, operating systems, storage or even individual application capabilities, with the possible exception of limited user-specific application configuration settings.</p>
<p>2. MSWD owns all of its data. The service provider will not access or share the data except as needed to do the work of the contract.</p>	<p>2. Data Ownership: MSWD will own all rights, title and interest in its data that is related to the services provided by this contract. The service provider shall not access or share MSWD user accounts and MSWD data, except (1) in the course of data center operations, (2) in response to service or technical issues, (3) as required by the express terms of this contract, or (4) MSWD's written request. The foregoing obligations are subject to the following clarification of the parties' rights and obligations with respect to aggregated and anonymous data. MSWD hereby gives its permission to Consultant to use and disclose on an anonymous and/or aggregated basis (excluding any personally identifiable information) any data pertaining to MSWD end customers and their water consumption, including without limitation derivative data and data combined with the data of other utilities, for purposes of project evaluation and any research, product development, marketing, or other legitimate business purposes. This Section shall survive any termination or expiration of the Agreement.</p>

3. MSWD owns all personal information. The service provider will protect it and will not use the data for anything not related to the customer. The service provider will encrypt personal data and non-public data both at rest and in transit.

3. Data Protection: Protection of personal privacy and data shall be an integral part of the business activities of the service provider to ensure there is no inappropriate or unauthorized use of MSWD information at any time. To this end, the service provider shall safeguard the confidentiality, integrity and availability of MSWD information and comply with the following conditions:

- a. The service provider shall implement and maintain appropriate administrative, technical and organizational security measures to safeguard against unauthorized access, disclosure or theft of personal data and non-public data. Such security measures shall be in accordance with recognized industry practice and not less stringent than the measures the service provider applies to its own personal data and non-public data of similar kind.
- b. All data obtained by the service provider in the performance of this contract shall become and remain property of Mission Springs Water District.
- c. The foregoing obligations are subject to the following clarification of the parties' rights and obligations with respect to aggregated and anonymous data. MSWD hereby gives its permission to Consultant to use and disclose on an anonymous and/or aggregated basis (excluding any personally identifiable information) any data pertaining to MSWD end customers and their water consumption, including without limitation derivative data and data combined with the data of other utilities, for purposes of project evaluation and any research, product development, marketing, or other legitimate business purposes. This Section shall survive any termination or expiration of the Agreement.
- d.

Plain Language	SaaS
<p>4. The service provider will not store any of MSWD's non-public data outside the U.S.</p>	<p>4. Data Location: The service provider shall provide its services to the MSWD and its end users solely from data centers in the U.S. Storage of MSWD data at rest shall be located solely in data centers in the U.S. The service provider shall not allow its personnel or contractors to store MSWD data on portable devices, including personal computers, except for devices that are used and kept only at its U.S. data centers. The service provider shall permit its personnel and contractors to access MSWD data remotely only as required to provide technical support.</p>
<p>5. The service provider will notify MSWD of a security breach. In the case of a SaaS or PaaS, the service provider will notify the MSWD of a security incident.</p>	<p>5. Security Incident or Data Breach Notification: The service provider shall inform MSWD of any security incident or data breach.</p> <p>a. Incident Response: The service provider may need to communicate with outside parties regarding a security incident, which may include contacting law enforcement, fielding media inquiries and seeking external expertise as mutually agreed upon, defined by law or contained in the contract. Discussing security incidents with the MSWD should be handled on an urgent as-needed basis, as part of service provider communication and mitigation processes as mutually agreed upon, defined by law or contained in the contract. This provision is not subject to limitation of liability provisions of the Agreement.</p>
<p>6. If a service provider is responsible for a breach, they will pay the cost of the breach investigation, resolution, notification, credit monitoring and call centers up to a set amount per record/per person. The service provider will take corrective action subject to any limitation of liability in the contract.</p>	<p>6. Breach Responsibilities: This section only applies when a data breach occurs with respect to personal data within the possession or control of service provider.</p> <p>a. The service provider, unless stipulated otherwise, shall immediately notify the appropriate MSWD identified contact by telephone in accordance with the agreed upon security plan or security procedures if it reasonably believes there has been a security incident.</p>

Plain Language	SaaS
	<p>b. Unless otherwise stipulated, if a data breach is a direct result of the service provider's breach of its contract obligation to encrypt personal data or otherwise prevent its release, the service provider shall bear the costs associated with (1) the investigation and resolution of the data breach; (2) notifications to individuals, regulators or others required by state law; (3) a credit monitoring service required by state (or federal) law; (4) a website or a toll-free number and call center for affected individuals required by state law — all not to exceed the average per record per person cost calculated for data breaches in the United States (currently \$201 per record/ person) in the most recent Cost of Data Breach Study: Global Analysis published by the Ponemon Institute³⁴ at the time of the data breach; and (5) complete all corrective actions as reasonably determined by service provider based on root cause; all [(1) through (5)] subject to this contract's limitation of liability.</p> <p>This provision is not subject to limitation of liability provisions of the Agreement.</p>
<p>7. The service provider will notify MSWD of any legal requests that might require access to the MSWD's data.</p>	<p>7. Notification of Legal Requests: The service provider shall contact MSWD upon receipt of any electronic discovery, litigation holds, discovery searches and expert testimonies related to MSWD's data under this contract, or which in any way might reasonably require access to the data of MSWD. The service provider shall not respond to subpoenas, service of process and other legal requests related to the MSWD without first notifying MSWD, unless prohibited by law from providing such notice.</p>
<p>8. The service provider will not erase the MSWD's data in the event of a suspension or when the contract is terminated. Specific time periods are established where data will be preserved by the service provider based on the circumstances of termination and the type of service provided. The service provider will destroy data using a NIST approved method when requested by the MSWD.</p>	<p>8. Termination and Suspension of Service:</p> <p>a. In the event of a termination of the contract, the service provider shall implement an orderly return of MSWD data in a CSV or another mutually agreeable format at a time agreed to by the parties and the subsequent secure disposal of MSWD data.</p> <p>b. During any period of service suspension, the service provider shall not take any action to intentionally erase any MSWD data.</p>

Plain Language	SaaS
	<p>c. In the event of termination of any services or agreement in entirety, the service provider shall not take any action to intentionally erase any MSWD data 60 days after the effective date of termination</p> <p>After such period, the service provider shall have no obligation to maintain or provide any MSWD data and shall thereafter, unless legally prohibited, delete all MSWD data in its systems or otherwise in its possession or under its control.</p> <p>d. The MSWD shall be entitled to any post-termination assistance generally made available with respect to the services, unless a unique data retrieval arrangement has been established as part of the S LA.</p> <p>e. The service provider shall securely dispose of all requested data in all of its forms, such as disk, CD/DVD, backup tape and paper, when requested by the MSWD. Data shall be permanently deleted and shall not be recoverable, according to NIST approved methods. Certificates of destruction shall be provided to the MSWD.</p>
<p>9. The service provider will use Web services where possible to interface with MSWD data.</p>	<p>9. Web Services: The service provider shall use Web services exclusively to interface with the MSWD's data in near real time when possible.</p>



EXHIBIT B - ORDER FORM



1321 Upland Dr.
Suite 8389
Houston, TX 77043
United States

Customer Name Mission Springs Water District, CA
Contact Name April Scott
Billing Address 66575 Second St
Desert Hot Springs, CA 92240
US
Phone (760) 329-5169 ext. 120
Email ascott@mswd.org

Quote Number 00000720
Created Date 5/5/2021
Expiration Date 5/31/2021
Contract Effective Date: Utility's signature date below.
Contract End Date 60 months from the Contract Effective Date
Payment Terms Annually in Advance

Billing Contact: _____
Email: _____
Phone: _____

Prepared By Brenda Klem
Email brenda.klem@vertexone.net

Product	Quantity	Sales Price	Total Price
WaterSmart Platform	13,500.00	\$2.00	\$27,000.00
WaterSmart Platform Set Up Fee	1.00	\$8,000.00	\$8,000.00
Premium Integration - Per System	1.00	\$5,500.00	\$5,500.00
WaterSmart Platform Renewal Year 2	13,500.00	\$2.06	\$27,810.00
Premium Integration Renewal Year 2	1.00	\$5,665.00	\$5,665.00
WaterSmart Platform Renewal Year 3	13,500.00	\$2.12	\$28,620.00
Premium Integration Renewal Year 3	1.00	\$5,835.00	\$5,835.00
WaterSmart Platform Renewal Year 4	13,500.00	\$2.19	\$29,565.00
Premium Integration Renewal Year 4	1.00	\$6,010.00	\$6,010.00
WaterSmart Platform Renewal Year 5	13,500.00	\$2.25	\$30,375.00
Premium Integration Renewal Year 5	1.00	\$6,190.00	\$6,190.00

Totals		
Software Recurring		\$27,000.00
Service Recurring		\$5,500.00
Services One Time Fee		\$8,000.00
Order Total		\$40,500.00

Renewals		
Year 2 Renewal		\$33,475.00
Year 3 Renewal		\$34,455.00
Year 4 Renewal		\$35,575.00
Year 5 Renewal		\$36,565.00

Comments

This legally binding Order Form is governed by the Agreement (attached hereto) made between WaterSmart Software, Inc. ("WaterSmart") and Mission Springs Water District ("Utility") which are hereby incorporated into this Order Form by reference. A Mission Springs Water District signature below constitutes acceptance of the terms of that Agreement. In the



1321 Upland Dr.
Suite 8389
Houston, TX 77043
United States

event of a conflict between the Agreement and this Order Form, the Order Form shall control.

Optional Products

Utility has the option to add the following products by 05/31/2021 as follows:
Customer Welcome Letters at \$.90 per customer
Print Leak Alerts at \$1350 per bundle of 1500
Bill PDF Integration via API for InfoSend - \$2,000 recurring fee subject to yearly 3% increase

Signatures

Mission Springs Water District, CA

Name: _____
Title: _____
Date: _____
Signature: _____

Name: _____
Title: _____
Date: _____
Signature: _____

Program At a Glance

Program Overview

Program Length 60 months
Total Meters 13,500

Meter Data

AMR / Manual Read Yes
AMI Yes

Electronic Bill Presentment & Payments

Bill Display Bill Amount Due and History
Paperless Billing No
Payment Website Embedded Payment Pages
Integration

Customer Letter

Customer Letter No

Dashboard and Portal

Utility Analytics Profiles for all accounts
Dashboard
Customer Portal Access for all accounts

Alerts and Notifications

Print Leak Alerts No

Water Reports

Water Reports No

Additional Services

On-site Training No
Premium Integration 1. WSS embedded integration to Paymentus
Description

Special Circumstances Integrations discussed with Missions Springs:
CIS are csv flat files
InfoSend is sent in csv and rec'd in pdf . Included optional pricing if API is desired

REGIONAL WATER RECLAMATION FACILITY MONTHLY UPDATE

BOARD OF DIRECTORS MEETING



Steve Ledbetter for: Danny Friend

MISSION SPRINGS WATER DISTRICT | MAY 13, 2021

Regional Water Reclamation Facility Monthly Update for April 2021

Regional Water Reclamation Facility

- Staff and the design consultant (AECOM) have completed preparing the performance spec for the project security and communications requirements.
- Following Board support in April, Staff, and the consultant (TKE Engineering) continued progress on preparing the final bidding package. Staff expects to put the project out to bid in early May.
- Staff has prepared the scope of work for the required support services, including project management, grant administration, construction management, inspection, materials testing, and labor compliance. Staff plans to circulate the scope of work to a short list of qualified firms in May.
- The consultant (EnviroLogic Resources) continues preparing final bid documents for the three monitoring wells required by the Waste Discharge Permit with the Regional Board.
- Staff continues to monitor progress on the SRF/Grant funding application with the SWRCB.
 - Staff has been advised the Draft Funding Agreement is expected this month, with a construction eligibility date of May. The construction eligibility date set by the SWRCB is the date that the District is eligible for reimbursement for construction expenses.
 - The Final Funding Agreement is not expected until August.
 - Staff will continue to coordinate with the SWRCB regarding the timing of the construction eligibility and final funding agreement.
- Staff expects to submit the final parcel map package to the City of Desert Hot Springs for review and approval in May.

Regional Water Reclamation Facility Conveyance Line

- The consultant (TKE Engineering) continues to coordinate with the CVCC to seek approval of the required easement. CVCC staff has noted that they are doing their best to expedite the review and approval process.
- Following Staff direction in April, the consultant (TKE Engineering) reinitiated the 90% design.



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, April 15, 2021 at 3:00 PM
Via Teleconference – No Live Attendance

CALL TO ORDER

President Wright called the meeting to order at 3:00 PM.

ROLL CALL

BOARD MEMBERS PRESENT: President Nancy Wright, Director Randy Duncan, Director Steve Grasha
Vice President Russ Martin, Director Ivan Sewell

STAFF PRESENT: Wallum, Macy, McCue, Friend, Llort, Lucas, Ceja, Hoffert, Scott, Santos

RULES OF PROCEDURE

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

First all noticed meetings are conducted using Rosenberg’s Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. 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 persons 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 upon 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

COVID-19 UPDATE

Mr. Wallum gave a brief COVID-19 update.

EMPLOYEE RECOGNITION

President Wright briefly mentioned the employees being acknowledged. There will be a full acknowledgement on Monday.

PUBLIC HEARING (MONDAY, 4/19/2021) RESOLUTION 2021-05 - TO COLLECT SEWER FEES ON TAX ROLL

It is recommended to adopt Resolution 2021-05, electing to collect sewer user fees on the tax roll.

Mr. Wallum provided a brief background on this routine, yearly item. Action on this item adds the sewer user fees to the County Tax Roll.

Mr. McCue added that there is approximately \$6.3 million of sewer charges being added to the tax roll. He also mentioned that due to a clerical error one of the reports was omitted from today's packet, it will be included in Monday's packet.

SELECTION OF DISTRICT FINANCIAL STATEMENT AUDITORS

It is recommended to approve a three-year contract with Rogers, Anderson, Malody & Scott, LLP to provide the financial statement audit for fiscal years ending June 30, 2021, 2022 and 2023 and authorize the General Manager to engage the firm and do all things necessary to complete the audit.

Mr. Wallum noted that every six years we are required to change auditors. Mr. McCue added the District conducted an RFP (Request for Proposal) process to select this firm.

CV WATER COUNTS REGIONAL CONSERVATION GRANT PROGRAM

It is recommended to authorize the General Manager to enter into a Memorandum of Understanding (MOU) for the implementation of the CV Water Counts Conservation Grant Program awarded through Proposition 1, Round 1 for MSWD's rebate programs.

Victoria Llord presented to the Board. She noted this agreement is standard and allows for Prop 1 Round 1 funds for our conservation program of toilet and turf rebates. CVWD is the grant administrator for the group.

ACCEPTANCE OF THE PURCHASE AND IMPLEMENTATION OF ADVANCED METERING INFRASTRUCTURE SYSTEM PROJECT

It is recommended to accept the Purchase and Implementation of Advanced Metering Infrastructure System ("AMI") project as complete and authorize the release of retention money held for Ferguson Enterprises, LLC. ("Ferguson"), in the amount of \$41,417.66, thirty-five days after filing the Notice of Completion (NOC).

Mr. Wallum reminded the Board that he announced at the last meeting that the meter project was complete. The action today issues the notice of completion.

Mr. McCue noted this action is strictly a formality and will release the remainder of funds to the contractor. This project came in slightly one million dollars under budget. Three hundred thousand dollars in grant funding will be received on this project.

HUMAN RELATIONS COMMITTEE REPORT

It is recommended that the Board provide direction on employee suggestions for the 2021-22 fiscal year.

Director Duncan, Committee Chair, gave a brief presentation to the Board. He summarized the original list of requests and noted that all but one can be handled at the executive staff level.

MSWD staff identified one item for consideration by the HR Committee:

-Compensatory time to be sold back throughout the year.

Currently, accrued compensatory time can be used throughout the year, but only sold back at the end of the fiscal year. Employees would be able to sell back at their need throughout the year.

ADMIN/CORP YARD BUILDING UPDATE

Update will take place on Monday.

MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Steve Ledbetter, of TKE Engineering, presented an update to the Board. This oral update differs slightly from the written update in the packet due to new developments. SRF update: draft funding agreement has been hit with delays, not expected until sometime next month. This delay also affects the construction eligibility date.

REGIONAL URBAN WATER MANAGEMENT PLAN UPDATE

Steve Ledbetter of TKE Engineering provided this update as well. Additional requirements to this program include a five-year Drought Risk Assessments, Seismic Risk Assessment, Water Shortage Contingency Plan Coordination with SGMA Efforts and Climate Change.

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:

Study Session - March 11, 2021

Board Meeting - March 15, 2021

REGISTER OF DEMANDS

The register of demands totaling \$2,358,279.68.

MAKE THE CONNECTION FINANCIAL ASSISTANCE PROGRAM APPROVAL

The following have submitted an application for a non-transferable lien agreement to connect to the sewer system:

68360 Calle Cerrito - \$3,800.00

BOARD EVENT APPROVAL

It is recommended to authorize Board to attend the following event: The District will reimburse for the cost of the event, no stipend (compensation) will be provided.

- Palm Springs Air Museum 25th Anniversary Celebration.

CORRESPONDENCE - THANK YOU LETTERS**UPCOMING EVENTS & DIRECTORS' REPORTS**

President Wright reported she attended the following event: 3/4 ACWA Groundwater Committee Mtg.

GENERAL MANAGERS' REPORT

Mr. Wallum noted that the District is beginning the process of notifying and assisting customers with delinquent bills accrued during the pandemic.

Victoria Llord highlighted a few public relation items.

FINANCIAL REPORT

Matt McCue gave the financial report for the period ending January 31, 2021. He corrected a clerical error on the summary page of the report.

Net Operating Income (Loss) – variance from Budget	\$1,326,291
Net Non-Operating Income (Loss) – variance from Budget	\$(6,068,155)
Net Income (Loss) – variance from Budget	\$(4,741,864)
<i>Cash</i>	
Increase (Decrease) in Cash	\$3,606,454
Balance of Cash at beginning of year (July 1)	\$ 34,708,247
Balance of Cash at end of period	\$ 38,314,701
Unrestricted Cash	\$ 7,256,673
<i>Restricted Cash</i>	
Capital Reserve Fund	\$30,077,334
Other Restricted Cash	\$31,058,028
Cash in Custody of MSWD	\$ 38,314,701

DISTRICT COUNSEL REPORT

Mr. Pinkney announced closed session on one of the items listed below, Conference with Real Property Negotiator.

DIRECTOR COMMENTS

Director Grasha noted a meeting between MSWD and the City and asked for an update. Mr. Wallum noted that this meeting has not yet taken place.

Director Sewell commented on the tour of the PSUSD building and confirmed that we sent a thank you to them for conducting the tour.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

pursuant to Government Code Section 54956.9(d)(1).

One Case: Case No. PSC 1600676

(Mission Springs Water District vs. Desert Water Agency)

CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. RIC 2003782

(George Padilla and Sharon Moreno vs. Mission Springs Water District).

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

pursuant to Government Code Section 54956.8 (Property: 7.51 acres at 14866 Palm Drive, Desert Hot Springs). Agency Negotiator: General Manager Arden Wallum. Negotiating Parties: MSWD and Lee Woo Keun & Taik Young/Lee Chang Sun. Under Negotiation: Price and Terms

REPORT ON ACTION TAKEN DURING CLOSED SESSION

There was no reportable action.

ADJOURN

President Wright adjourned the meeting at 5:23 PM

Arden Wallum
Secretary of the Board of Directors



BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, April 19, 2021 at 3:00 PM
Via Teleconference – No Live Attendance

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Led by Director Duncan, invocation led by President Wright.

ROLL CALL

BOARD MEMBERS PRESENT: President Nancy Wright, Director Randy Duncan, Director Steve Grasha
Vice President Russ Martin, Director Ivan Sewell

STAFF MEMBERS PRESENT: Wallum, Macy, McCue, Friend, Llort, Petee, Lucas, Santos, Hoffert,
Alzammar, Pelton, Ceja

RULES OF PROCEDURE

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

First all noticed meetings are conducted using Rosenberg's Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. 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 persons 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 upon 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 received.

COVID-19 UPDATE

Brief update provided by Mr. Wallum.

EMPLOYEE RECOGNITION

The Board acknowledged the following employee anniversaries; Don Mathein, Field Operations Supervisor - 25 Years; Manny Rodriguez, Lead Water Production Operator - 20 Years; Lisa Pelton, Customer Service Representative II - 18 Years; Luiz Santos, Associate Engineer - 4 Years.

ACTION ITEMS**PUBLIC HEARING (MONDAY, 4/19/2021) RESOLUTION 2021-05 - TO COLLECT SEWER FEES ON TAX ROLL**

The Board adopted Resolution 2021-05, electing to collect sewer user fees on the tax roll.

President Wright opened the public hearing, secretaries report was given. No public comment received.

Motion made by Director Duncan, Seconded by Director Sewell.

Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell

SELECTION OF DISTRICT FINANCIAL STATEMENT AUDITORS

The Board approved a three-year contract with Rogers, Anderson, Malody & Scott, LLP to provide the financial statement audit for fiscal years ending June 30, 2021, 2022 and 2023 and authorize the General Manager to engage the firm and do all things necessary to complete the audit.

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

Voting Yea: President Wright, Director Duncan, Vice President Martin, Director Sewell

Voting Nay: Director Grasha

CV WATER COUNTS REGIONAL CONSERVATION GRANT PROGRAM

The Board authorized the General Manager to enter into a Memorandum of Understanding (MOU) for the implementation of the CV Water Counts Conservation Grant Program awarded through Proposition 1, Round 1 for MSWD's rebate programs.

Motion made by Director Sewell, Seconded by Director Duncan.

Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell

ACCEPTANCE OF THE PURCHASE AND IMPLEMENTATION OF ADVANCED METERING INFRASTRUCTURE SYSTEM PROJECT

The Board accepted the Purchase and Implementation of Advanced Metering Infrastructure System ("AMI") project as complete and authorize the release of retention money held for Ferguson Enterprises, LLC. ("Ferguson"), in the amount of \$41,417.66, thirty-five days after filing the Notice of Completion (NOC).

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

Voting Yea: President Wright, Director Duncan, Director Grasha, Vice President Martin, Director Sewell

HUMAN RELATIONS COMMITTEE REPORT

The Board provide direction on employee suggestions for the 2021-22 fiscal year.

The direction from the committee was to move forward with the sell back period of accrued compensation time. Employees shall be permitted to sell back compensatory time throughout the year. The Board concurred on this direction.

DISCUSSION ITEMS**ADMIN/CORP YARD BUILDING UPDATE**

Brian Macy presented an update to the Board.

MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Timing of bidding and grant funding update provided by Steve Ledbetter.

REGIONAL URBAN WATER MANAGEMENT PLAN UPDATE

No further update, update provided at Study Session.

CONSENT AGENDA

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

Voting Yea: President Wright, Director Duncan, Vice President Martin, Director Sewell

Voting Nay: Director Grasha

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

Study Session - March 11, 2021

Board Meeting - March 15, 2021

REGISTER OF DEMANDS

The register of demands totaling \$2,358,279.68.

MAKE THE CONNECTION FINANCIAL ASSISTANCE PROGRAM APPROVAL

The following have submitted an application for a non-transferable lien agreement to connect to the sewer system:

68360 Calle Cerrito - \$3,800.00

BOARD EVENT APPROVAL

It is recommended to authorize Board to attend the following event: The District will reimburse for the cost of the event, no stipend (compensation) will be provided.

- Palm Springs Air Museum 25th Anniversary Celebration.

CORRESPONDENCE -THANK YOU LETTERS**UPCOMING EVENTS & DIRECTORS' REPORTS**

Director Duncan reported he attended the following events: 3/16 DWA Board Meeting, 3/17, 3/24, 3/31 ACWA Virtual Conference.

Vice President Martin reported he attended the following events: 3/2 DHS City Council Meeting, 3/4 DVBA Legislative Forum, 3/9 CVWD Board Meeting, 3/16 DHS City Council Meeting, 3/23 RivCo Board of Supervisors Meeting, 3/24 San Geronio Pass Regional Water Alliance Meeting, 3/30 RivCo Board of Supervisors Meeting.

President Wright reported she attended the following events: 3/17 & 3/31 ACWA Conference.

GENERAL MANAGERS' REPORT

Mr. Wallum advised of an issue that will come before the Board next month for approval. Staff needs to move forward now with the cloth filters for the affluent pumps at the plant.

FINANCIAL REPORT

Nothing further to add, report given at Study Session.

DISTRICT COUNSEL REPORT

John Pinkney announced closed session on two items; CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION pursuant to Government Code Section 54956.9(d)(1). One Case: Case No. PSC 1600676 (Mission Springs Water District vs. Desert Water Agency) **AND** CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION pursuant to Government Code Section 54956.9(d)(1) One Case: Case No. RIC 2003782 (George Padilla and Sharon Moreno vs. Mission Springs Water District).

DIRECTOR COMMENTS

Director Grasha briefly commented on the DWA Board meeting he attended. His comment was regarding the California aqueduct.

CLOSED SESSION**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1).

One Case: Case No. PSC 1600676
(Mission Springs Water District vs. Desert Water Agency)

CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

pursuant to Government Code Section 54956.9(d)(1)

One Case: Case No. RIC2003782
(George Padilla and Sharon Moreno vs. Mission Springs Water District).

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

pursuant to Government Code Section 54956.8 (Property: 7.51 acres at 14866 Palm Drive, Desert Hot Springs). Agency Negotiator: General Manager Arden Wallum. Negotiating Parties: MSWD and Lee Woo Keun & Taik Young/Lee Chang Sun. Under Negotiation: Price and Terms

REPORT ON ACTION TAKEN DURING CLOSED SESSION

No reportable action.

ADJOURN

Arden Wallum
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
68851	04-22-21	ROY KLOPPENSTEIN	STALE DATED	-172.00		-172.00
71644	04-21-21	DONALD MATHEIN	STALE DATES	-138.61		-138.61
71710	04-21-21	SHANE WIENECKE	STALE DATED	-65.22		-65.22
71714	04-21-21	ALEX ACEVEDO	STALE DATED	-80.00		-80.00
72164	04-22-21	CHRISTOPHER SHANAHAN	LOST CHECK	-164.53		-164.53
72246	04-27-21	BETTY SAAVEDRA	NAME CHANGE APPROVED BY A.SCOTT	-65.57		-65.57
72261	04-22-21	RIVERSIDE COUNTY SHERIFF'S OFFICE	PAYMENTS COMPLETE/OVER PAYMENT	-100.00		-100.00
72280	04-15-21	ACE ALTERNATORS	REPLACEMENT ALTERNATOR	234.85		234.85
72281	04-15-21	ACWA-JPIA HEALTH BENEFITS AUTH.	MAY 2021 - MEDICAL VISION	97,528.47		97,528.47
72282	04-15-21	AECOM TECHNICAL SERVICES INC.	PP#15 - DESIGN SERVICES	0.00	28,328.50	28,328.50
72283	04-15-21	ARAMARK UNIFORM SERVICES, INC	UNIFORM SERVICES	1,713.64		1,713.64
72284	04-15-21	ARCARO'S AUTO BODY REPAIR, INC.	UNIT 391 REPAIRS	1,954.89		1,954.89
72285	04-15-21	B-81 PAVING INC	PATCH REPAIRS	13,021.00		13,021.00
72286	04-15-21	E S BABCOCK & SONS INC	1ST QTR TESTING	1,851.00		1,851.00
			TOTAL N TESTING			
72287	04-15-21	BUILDERS SUPPLY	DRYWALL	172.30	131.15	303.45
			HEAD LAMP			
			KEYS			
			LIGHT REPLACEMENT			
			PIPE STANDS			
			REPLACEMENT BOARDS			
			SPRAY NOZZLES			
			WINDOW SEALANT			
72288	04-15-21	CARPI & CLAY. INC	MARCH FEDERAL ADVOCACY	4,000.00		4,000.00
72289	04-15-21	CARL OTTESON	MAR.2021 BACKFLOW TESTING	7,740.00		7,740.00
72290	04-15-21	CASAMAR GROUP, LLC	LABOR COMPLIANCE SERVICES	0.00	1,719.71	1,719.71
72291	04-15-21	CASEY DOLAN	DIGITAL ADVERTISING	650.00		650.00
72292	04-15-21	CITIES DIGITAL INC.	AVANTE LICENSE	0.00	7,549.00	7,549.00
72293	04-15-21	CLINICAL LAB OF S B INC	FEB.2021 BOD TESTING	1,048.00		1,048.00
			LAB SAMPLES			
72294	04-15-21	CV PIPELINE CORP.	COLLECTIONS STANDBY	4,800.00		4,800.00
72295	04-15-21	CWEA	A.GRUNNET CWEA	96.00		96.00
72296	04-15-21	DESERT WATER AGENCY	CVUWMP MSWD COST	0.00	19,836.26	19,836.26
72297	04-15-21	DESERT VALLEY STAR	PUBLIC HEARING NOTICE	215.25		215.25
72298	04-15-21	DESERT CITIES REPROGRAPHICS SYSTEMS INC	APPROVED PLANS	0.00	93.70	93.70
72299	04-15-21	DESERT TIRES AND AUTO REPAIR	UNIT 388 TIRES	740.75		740.75
72300	04-15-21	DESERT PROMOTIONAL AND EMBROIDERY, LLC	EMPLOYEE POLOS	254.48		254.48
72301	04-15-21	TOM DODSON & ASSOCIATES	COMPLIANCE DOCS	0.00	8,236.22	8,236.22
72302	04-15-21	ENTERPRISE FM TRUST	APR.2021 MONTHLY LEASE CHARGES	20,186.86		20,186.86
			MAR.2021 MONTHLY LEASE CHARGES			
72303	04-15-21	ENVIROLOGIC RESOURCES,INC.	HYDROGEO SUPPORT	0.00	16,007.50	16,007.50
			TECH SUPPORT			
			WORK PLAN SERVICES			
72304	04-15-21	EXECUTIVE FACILITIES SERVICES, INC.	APRIL CLEANING	3,095.82		3,095.82
			APRIL DISINFECTING			
72305	04-15-21	FERGUSON WATERWORKS #1083	AMI METER PROJECT PYMT#13	9,131.90	41,417.66	50,549.56

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			AMI METER PROJECT PYMT#14			
			NEPTUNE METERS			
72306	04-15-21	FRONTIER	ADMIN PHONES	599.53		599.53
72307	04-15-21	GOUGH SYSTEMS	WINDOWS PROGRAMMING	0.00	25,000.00	25,000.00
72308	04-15-21	GREGORY CHARLES SEDLOCK	TOILET REBATE PROGRAM	185.72		185.72
72309	04-15-21	HDS WHITE CAP CONST SUPPLY	PAINT RESTOCK	541.83		541.83
72310	04-15-21	HERIBERTO BELTRAN MIRANDA	NEW VEHICLE WINDOW TINT	800.00		800.00
72311	04-15-21	HI-DESERT AIR INC.	FRESH AIR INTAKES FOR ADMIN	3,975.00		3,975.00
72312	04-15-21	HOME DEPOT CRC PROGRAM	HOME DEPOT CHARGES	3,376.20	267.69	3,643.89
72313	04-15-21	INLAND WATER WORKS	CLA-VALVE	1,347.96	5,082.57	6,430.53
			DI FLG TEE			
			PE SPOOL			
			REPLACEMENT SPOOL			
			WATER SAMPLE STATION COVER			
72314	04-15-21	JULIO MARTINEZ	WATER TREATMENT COURSE	165.53		165.53
72315	04-15-21	MARIA CEJA	TOILET REBATE PROGRAM	100.00		100.00
72316	04-15-21	MCMaster-CARR SUPPLY CO	STAINLESS STEEL SHACKLES	363.64		363.64
			TUBING			
72317	04-15-21	MICHAEL A. BLOM	TOILET REBATE PROGRAM	185.73		185.73
72318	04-15-21	NAPA AUTO PARTS	SEAT BELT REPLACEMENT	101.13		101.13
72319	04-15-21	O'REILLY AUTOMOTIVE,INC.	GREASE TUBES	46.22		46.22
72320	04-15-21	PARKHOUSE TIRE, INC	TIRE REPLACEMENT	1,206.52		1,206.52
72321	04-15-21	PRECISION GARAGE DOORS & GATES INC	GATE REPAIR	405.00		405.00
72322	04-15-21	COUNTY OF RIVERSIDE	RIV.CO HAZMAT PERMIT	1,779.00		1,779.00
72323	04-15-21	SOUTHERN CALIF GAS CO	GAS BILL	209.74		209.74
72324	04-15-21	SOUTHERN CALIF EDISON	ELECTRIC BILL	158,404.55		158,404.55
72325	04-15-21	SOUTHWEST PLUMBING, INC.	SMOKE TEST	600.00		600.00
72326	04-15-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIR	2,622.29		2,622.29
72327	04-15-21	STATE WATER RES CONTROL BRD	2020 WELL EXTRACTION FEES	450.00		450.00
72328	04-15-21	STATE WATER RESOURCES CONTROL BD	J.HERNANDEZ RE-CERT FEES	80.00		80.00
72329	04-15-21	SUNPOWER CORPORATION,SYSTEMS	QUARTERLY REPAIRS	2,610.19		2,610.19
72330	04-15-21	TIME WARNER CABLE	CABLE SERVICE	116.39		116.39
72331	04-15-21	TKE ENGINEERING, INC	CONSULTING SERVICES	9,385.00	10,280.00	19,665.00
72332	04-15-21	TULE RANCH/MAGAN FARMS	MARCH 2021 SLUDGE HAULING	18,811.71		18,811.71
72333	04-15-21	UMETECH, INC	IT SUPPORT	19,472.00	2,635.00	22,107.00
72334	04-15-21	THE UPS STORE #5062	M.PLATT BUSINESS CARDS	46.32		46.32
72335	04-15-21	USA BLUEBOOK	BULKHEAD TUBING	1,458.90		1,458.90
			LOCATOR			
			WIRE SOCK GRIP			
72336	04-15-21	VAGABOND WELDING SUPPLY	CO2 REGULATOR	120.40		120.40
			ITEMS TO BUILD BRACKET			
72337	04-15-21	VERIZON WIRELESS	CELL PHONE BILL	3,671.73		3,671.73
72338	04-15-21	WALLACE & ASSOCIATES CONSULTING, INC.	INSPECTION SERVICES	0.00	18,808.00	18,808.00
72339	04-15-21	WATERLINE TECHNOLOGIES INC.	12 DRUMS REFILLED	1,234.82		1,234.82
72340	04-15-21	WILLDAN FINANCIAL SERVICES	2021 ASSESMENT MGMT FEE	12,010.00		12,010.00
			SEWER ON PROP TAXES & MGMT FEES			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
72341	04-15-21	XEROX CORPORATION	WATER & SEWER DELINQUENT ACCTS. COPY LEASE EQUIPMENT	343.73		343.73
72342	04-15-21	XYLEM DEWATERING SOLUTIONS INC	PUMP RENTAL	4,728.41		4,728.41
72343	04-21-21	AMERICAN OUTREACH FOUNDATION	CONTRIBUTION TO SERVICES IN DHS	1,500.00		1,500.00
72344	04-21-21	B-81 PAVING INC	PAVING REPAIRS	3,000.00		3,000.00
72345	04-21-21	BRINKS INCORPORATED	APRIL MONTHLY SERVICES MONTHLY FEE	177.42		177.42
72346	04-21-21	BUILDERS SUPPLY	CLEANING MATERIALS	26.15		26.15
72347	04-21-21	CALIFORNIA GROUNDWATER COALITION	MEMBERSHIP FEE	7,500.00		7,500.00
72348	04-21-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING FEES	7,344.00		7,344.00
72349	04-21-21	SANDERSON LANDSCAPE SOLUTIONS	MONTHLY LANDSCAPING SERVICES	6,310.00		6,310.00
72350	04-21-21	CYPRESS DENTAL ADMINISTRATORS	MAY 2021 DENTAL	4,586.19		4,586.19
72351	04-21-21	DESERT VALLEY DISP INC	ADMIN BLDG SERVICE CHARGE CORP YARD SERVICES	1,125.12		1,125.12
72352	04-21-21	DOWNING CONSTRUCTION, INC.	CONSTRUCTION PROGRESS PAYMENT 2	0.00	210,584.03	210,584.03
72353	04-21-21	EBIX INC	PAYROLL INSERTS	495.86		495.86
72354	04-21-21	EISENHOWER MEDICAL ASSOCIATES INC,	J.MARTINEZ DOT PHYSICAL	155.00		155.00
72355	04-21-21	ENVIROGEN TECHNOLOGIES	26A URANIUM TREATMENT	3,982.31		3,982.31
72356	04-21-21	FARMER BROS CO	ADMIN COFFEE	265.15		265.15
72357	04-21-21	FERGUSON WATERWORKS #1083	REPLACEMENT METER REGISTER	1,862.65		1,862.65
72358	04-21-21	MICHAEL JEAN KLUTTS	TRANSDUCER	613.37		613.37
72359	04-21-21	GRAINGER	CREDIT FOR REQ#110058 SOLENOID FOR WATER PRODUCTION	314.67		314.67
72360	04-21-21	HI-DESERT AIR INC.	A/C MAINTENANCE	775.00		775.00
72361	04-21-21	INLAND WATER WORKS	FULL CIRCLE	999.22		999.22
72362	04-21-21	JUAN HERNANDEZ	J.HERNANDEZ BOOT REIMB.	150.30		150.30
72363	04-21-21	LORENZO JESSE SOTO	L.SOTO BOOT REIMB.	173.99		173.99
72364	04-21-21	LOW DESERT ROCK SUPPLY	MATERIAL FOR YARD	1,228.35		1,228.35
72365	04-21-21	LUIS R. GARCIA	TOILRET REBATE PROGRAM	200.00		200.00
72366	04-21-21	MANPOWER US INC.	STAFFING SERVICES	532.81	29.07	561.88
72367	04-21-21	MCMASTER-CARR SUPPLY CO	BRASS COUPLINGS	101.62		101.62
72368	04-21-21	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
72369	04-21-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTION	3,935.00		3,935.00
72370	04-21-21	RICK LYNEIS	R.LYNEIS BOOT REIMB.	275.75		275.75
72371	04-21-21	SHRM	SHRM MEMBERSHIP RENEWAL	219.00		219.00
72372	04-21-21	SOUTHERN CALIF EDISON	ELECTRIC BILL	69,091.42		69,091.42
72373	04-21-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIRS	1,616.68		1,616.68
72374	04-21-21	STAPLES	OFFICE SUPPLIES	323.61		323.61
72375	04-21-21	SWRCB ACCOUNTING OFFICE	A.NINE D-2 CERT. J.MARTINEZ D-2 CERT.	160.00		160.00
72376	04-21-21	THE LINCOLN NATL. LIFE INS. CO.	MAY 2021 LIFE INS./LTD	3,108.91		3,108.91
72377	04-21-21	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	346.43		346.43
72378	04-21-21	USAFAC INC	BACKGROUND CHECK	43.55		43.55
72379	04-29-21	ACWA/JOINT POWERS INSUR AUTH	WORKERS COMP QTR.3	22,972.95		22,972.95
72380	04-29-21	AIR & HOSE SOURCE INC.	DUAL AIR CHUCK PRESSURE WASHER	281.01		281.01

CHECK NUMBER	CHECK DATE	CHECK PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
72381	04-29-21	ALEX ACEVEDO	A.ACEVEDO HEALTH & WELLNESS	80.00		80.00
72382	04-29-21	ANSAFONE	ANSWERING SERVICE	302.40		302.40
72383	04-29-21	APRIL LEE SCOTT	A.SCOTT TUITION REIMBURSEMENT	1,504.00		1,504.00
72384	04-29-21	ARAMARK UNIFORM SERVICES, INC	UNIFORM SERVICE	709.24		709.24
72385	04-29-21	BERNARD HACKETT	ACCOUNT REFUND 9150 CALLE ESCORIAL	62.38		62.38
72386	04-29-21	BOB KELLY	ACCOUNT REFUND 64635 VARDON CT	82.00		82.00
72387	04-29-21	BUILDERS SUPPLY	CASING TUBES	182.48		182.48
			ELECTRICAL			
			FENCE REPAIRS			
			MSWD SIGN PAINT			
			PLANTER REPAIR			
72388	04-29-21	CARLOS CAMPOS	PEST CONTROL	155.00		155.00
72389	04-29-21	CHRISTOPHER SHANAHAN	WATER TREATMENT COURSE	164.53		164.53
72390	04-29-21	CLINICAL LAB OF S B INC	LAB SERVICES	1,318.00		1,318.00
72391	04-29-21	CUNNINGHAM & ASSOCIATES EQUIP. COMPANY, INC.	BEARINGS	176.86		176.86
72392	04-29-21	DANIEL D. HAYES	ACCOUNT REFUND 66108 BUENA VISTA AVE	69.76		69.76
72393	04-29-21	DESERT SUN PUBLISHING CO	AD FOR BIDS	0.00	2,332.00	2,332.00
72394	04-29-21	DESERT CITIES REPROGRAPHICS SYSTEMS INC	PLANS FOR INSPECTOR	0.00	66.89	66.89
			SPECS FOR INSPECTOR			
72395	04-29-21	DESERT VALLEY BUILDERS ASSOCIATION	MARTIN/SEWELL EVENT FEE	36.00		36.00
72396	04-29-21	DESERT PROMOTIONAL AND EMBROIDERY, LLC	M.PLATT POLO'S	128.33		128.33
72397	04-29-21	DIAMOND HILLS AUTO GROUP	UNIT 381 REPAIR	54.64		54.64
72398	04-29-21	ELIZABETH CARR	ACCOUNT REFUND 66965 PIERSON BLVD	302.16		302.16
72399	04-29-21	EZEKIEL HERNANDEZ-HERNANDEZ	ACCOUNT REFUND 13560 INAJA ST	58.78		58.78
72400	04-29-21	FERGUSON WATERWORKS #1083	AMI METER PROJECT	0.00	48,032.00	48,032.00
72401	04-29-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 04/16/21	549.91		549.91
72402	04-29-21	FUEL PROS, INC.	GASBOY SYSTEM REPAIR	2,678.23		2,678.23
72403	04-29-21	GERALD MILLER CONST., INC.	ACCOUNT REFUND WESTSIDE DR EAST OF WINDHAVEN	745.36		745.36
72404	04-29-21	GERALD MILLER CONSTRUCTION, INC.	ACCOUNT REFUND DILLON RD & DIABLO	770.36		770.36
72405	04-29-21	GERALD MILLER CONSTRUCTION, INC.	ACCOUNT REFUND SUNRISE RD	742.26		742.26
72406	04-29-21	HDS WHITE CAP CONST SUPPLY	KNEEBOARDS	210.93		210.93
			SHOVELS			
72407	04-29-21	HEITEC	SURVEY & STAKING	0.00	13,640.00	13,640.00
72408	04-29-21	INA LYNN BRANSON	ACCOUNT REFUND 66051 BUENA VISTA AVE	45.00		45.00
72409	04-29-21	INFOSEND INC	MONTHLY BILLING	8,614.92		8,614.92
			MONTHLY BILLING SUPPORT			
			MONTHLY SUPPORT FEES			
72410	04-29-21	INLAND WATER WORKS	BALL VALVE	1,998.01		1,998.01
			BRASS TEE			
			GASKET/COUPLINGS/STOP MULE			
72411	04-29-21	JUAN GASTELUM	ACCOUNT REFUND 66011 PIERSON BLVD	82.00		82.00
72412	04-29-21	BETTY SAAVEDRA	ACCOUNT REFUND 65947 ACOMA AVE	65.57		65.57
72413	04-29-21	LANDMARK GEO-ENGINEERS AND GEOLOGISTS	PERCOLATION POND SAMPLES	1,953.60		1,953.60
			SOIL TESTING			
72414	04-29-21	LEONARD ZUNIGA	ACCOUNT REFUND 65786 7TH ST	96.96		96.96

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72415	04-29-21	LISA DALTON	ACCOUNT REFUND 12617 MIRACLE HILL RD	45.09		45.09
72416	04-29-21	MARISOL GOMEZ	ACCOUNT REFUND 15660 AVE RAMADA	17.55		17.55
72417	04-29-21	MARK KENDALL	ACCOUNT REFUND 13155 CATALPA AVE	20.74		20.74
72418	04-29-21	MATHESON TRI-GAS, INC	NITRILE WORK GLOVES	239.88		239.88
72419	04-29-21	DONALD MATHEIN	D.MATHEIN BOOT REIMB.	138.61		138.61
72420	04-29-21	MELISSA HOGLE	ACCOUNT REFUND 13712 SUSAN WAY B	90.18		90.18
72421	04-29-21	MODERN DEVELOPMENT LLC	ACCOUNT REFUND 13500 LITTLE MORONGO RD	52.98		52.98
72422	04-29-21	MOXIE PROPERTIES, LLC	ACCOUNT REFUND 66860 FLORA AVE	31.91		31.91
72423	04-29-21	THERESA MURPHY	PAYMENT REFUND	36.06		36.06
72424	04-29-21	NOBEL SYSTEMS INC.	ANNUAL SUBSCRIPTIONS	21,800.00		21,800.00
72425	04-29-21	O'REILLY AUTOMOTIVE, INC.	UNIT 405 WIPER BLADES	63.44		63.44
72426	04-29-21	ON POWER INDUSTRIES, LLC	ELECTRICAL WORK GENERATORS WELL 34 WORK	16,953.00		16,953.00
72427	04-29-21	PC MANAGER, LLC	A.LUCAS NEW COMPUTER	805.76		805.76
72428	04-29-21	POLYDYNE, INC.	2 TOTES OF POLYMER	5,899.72		5,899.72
72429	04-29-21	ROBERT GAMBOA	ACCOUNT REFUND 66003 7TH ST	65.81		65.81
72430	04-29-21	ROY KLOPPENSTEIN	ACCOUNT REFUND 66366 6TH ST	172.00		172.00
72431	04-29-21	SHANE WIENECKE	S.WIENECKE HEALTH & WELLNESS REIMB.	65.22		65.22
72432	04-29-21	SHRED-IT	SHREDDING SERVICE	118.20		118.20
72433	04-29-21	SOUTHERN CALIF GAS CO	GAS BILL	335.29		335.29
72434	04-29-21	SOUTHWEST CONTRACTORS	ACCOUNT REFUND GARNET AVE & KING RD	720.21		720.21
72435	04-29-21	STATE WATER RES CONTRL BRD	G.CHAPMAN CERT RENEWAL	150.00		150.00
72436	04-29-21	STEPHEN D BRAWNER	ACCOUNT REFUND 64850 BOROS CT	6.81		6.81
72437	04-29-21	SYLVIA LAMORA	ACCOUNT REFUND 66191 7TH ST	80.71		80.71
72438	04-29-21	T4 SPATIAL, LLC	MAY 2021 CCTV STORAGE	1,188.00		1,188.00
72439	04-29-21	THE GOOD HOUSE	ACCOUNT REFUND 12885 ELISEO RD	155.56		155.56
72440	04-29-21	THOMAS R RICE	ACCOUNT REFUND 62647 S STARCROSS DR	19.37		19.37
72441	04-29-21	THOMAS HARPER	ACCOUNT REFUND 60651 PAINTED HILLS RD	73.89		73.89
72442	04-29-21	TOPS N BARRICADES, INC	PAINT RE-STOCK	29.36		29.36
72443	04-29-21	UMETECH, INC	OFFICE 365 MIGRATION	0.00	1,030.80	1,030.80
72444	04-29-21	UNITED RENTALS NORTHWEST, INC.	CHAIN BINDERS DIAMOND BLADES	2,139.61		2,139.61
72445	04-29-21	USA BLUEBOOK	48 GPD PUMPS COUPLINGS & HOSE FOR HORTON PLANT CREDIT FOR REQ# 109295 CREDIT FOR REQ# 109296 CREDIT FOR REQ# 109414 CREDIT FOR REQ# 109800 CREDIT ON REQ# 109121 HORTON PLANT ITEMS	11,217.22		11,217.22
72446	04-29-21	VALLEY LOCK & SAFE	ADMIN DOOR REPAIR	145.00		145.00
72447	04-29-21	WATERLINE TECHNOLOGIES INC.	REFILL 10 DRUMS	1,029.01		1,029.01
9994064	04-09-21	WELLS FARGO BANK	AUTO DEP PPE 04/02	116,877.97		116,877.97
9994065	04-13-21	WELLS FARGO BANK	FED TAX PPE 04/02	48,529.60		48,529.60
9994067	04-13-21	STATE OF CA EDD	STATE TAX PPE 04/02	9,592.64		9,592.64

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9994068	04-13-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04/02	13,807.06		13,807.06
9994178	04-14-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04/02	31,258.18		31,258.18
9994190	04-20-21	SLOVAK BARON & EMPEY LLP	LEGAL SERVICES	47,792.79		47,792.79
9994235	04-23-21	WELLS FARGO BANK	AUTO DEPOSIT PPE 04/16/21	121,001.88		121,001.88
9994236	04-23-21	STATE OF CA EDD	STATE TAX PPE 04/16	10,657.67		10,657.67
9994237	04-23-21	WELLS FARGO BANK	FED TAX PPE 04/16	51,625.92		51,625.92
9994238	04-23-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04/16	31,029.13		31,029.13
9994239	04-23-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04/16	14,326.43		14,326.43
9994331	04-30-21	WELLS FARGO - WELLSONE	IPAD KEYBOARD	50.15		50.15
9994332	04-30-21	WELLS FARGO - WELLSONE	IPAD	618.16		618.16
9994333	04-30-21	WELLS FARGO - WELLSONE	WWTP LUNCH MEETING	60.64		60.64
9994334	04-30-21	WELLS FARGO - WELLSONE	OPERATIONS LUNCH	96.27		96.27
9994335	04-30-21	WELLS FARGO - WELLSONE	FACEBOOK MARKETING	400.00		400.00
9994336	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	500.00		500.00
9994337	04-30-21	WELLS FARGO - WELLSONE	PORTABLE JOHN RENTAL	265.00		265.00
9994338	04-30-21	WELLS FARGO - WELLSONE	MARCH MICROSOFT	475.00		475.00
9994339	04-30-21	WELLS FARGO - WELLSONE	INTERNET SERVICE	1,920.00		1,920.00
9994340	04-30-21	WELLS FARGO - WELLSONE	MARCH 2021 RINGCENTRAL	1,683.85		1,683.85
9994341	04-30-21	WELLS FARGO - WELLSONE	MARCH 2021 MICROSOFT SUB.	312.50		312.50
9994342	04-30-21	WELLS FARGO - WELLSONE	FEB.2021 PHOTO COPY EXPENSE	134.30		134.30
9994343	04-30-21	WELLS FARGO - WELLSONE	BI ANNUALK SI-100 FORM	20.00		20.00
9994344	04-30-21	WELLS FARGO - WELLSONE	FACEBOOK MARKETING	397.35		397.35
9994345	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	60.42		60.42
9994346	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	500.00		500.00
9994347	04-30-21	WELLS FARGO - WELLSONE	C.LOPEZ TRAINING	149.00		149.00
9994348	04-30-21	WELLS FARGO - WELLSONE	CROSS BORDER FEE	1.49		1.49
9994349	04-30-21	WELLS FARGO - WELLSONE	MONTHLY CPE CHARGE	127.67		127.67
9994350	04-30-21	WELLS FARGO - WELLSONE	MAR.2021 ADOBE SUB.	14.99		14.99
9994351	04-30-21	WELLS FARGO - WELLSONE	CELL PHONE STAND	15.07		15.07
9994352	04-30-21	WELLS FARGO - WELLSONE	MONTHLY CPE CHARGE	127.67		127.67
9994353	04-30-21	WELLS FARGO - WELLSONE	DESK FILE HOLDER	39.86		39.86
9994354	04-30-21	WELLS FARGO - WELLSONE	FEB.2021 ADOBE SUB.	14.99		14.99
9994355	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	732.60		732.60
9994356	04-30-21	WELLS FARGO - WELLSONE	DEPT. LUNCH	36.26		36.26
9994357	04-30-21	WELLS FARGO - WELLSONE	M.PLATT TRAINING	335.00		335.00
9994358	04-30-21	WELLS FARGO - WELLSONE	DEPT. LUNCH	35.91		35.91
9994359	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	599.40	16.65	616.05
9994360	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	657.67	41.63	699.30
9994361	04-30-21	WELLS FARGO - WELLSONE	T.MURPHY TRAINING	350.00		350.00
9994362	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	99.90		99.90
9994363	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	699.30		699.30
9994364	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	29.49		29.49
9994365	04-30-21	WELLS FARGO - WELLSONE	REFRESHMENTS	42.07		42.07
9994366	04-30-21	WELLS FARGO - WELLSONE	BIG HEART AWARD	100.00		100.00
9994367	04-30-21	WELLS FARGO - WELLSONE	FOOD NOW DONATION	1,000.00		1,000.00
9994368	04-30-21	WELLS FARGO - WELLSONE	CAPIO WEBINAR	10.00		10.00

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9994369	04-30-21	WELLS FARGO - WELLSONE	COVID-19 BILLBOARD	900.00		900.00
9994370	04-29-21	STATE OF CA EDD	STATE TAXES QTR 1 2021	8,365.01		8,365.01
9994371	04-30-21	WELLS FARGO - WELLSONE	J.NUTTER TV	286.02		286.02
9994372	04-30-21	WELLS FARGO - WELLSONE	LENS WIPES	74.52		74.52
9994373	04-30-21	WELLS FARGO - WELLSONE	CAR REMOVAL FEE	0.00	100.00	100.00
9994374	04-30-21	WELLS FARGO - WELLSONE	CABLES	52.98		52.98
9994375	04-30-21	WELLS FARGO - WELLSONE	CREDIT FOR REQ#109889	-84.00		-84.00
9994376	04-30-21	WELLS FARGO - WELLSONE	INTRO TO MATERIALS BOOK	236.86		236.86
9994377	04-30-21	WELLS FARGO - WELLSONE	PROCUREMENT BOOK	12.92		12.92
9994378	04-30-21	WELLS FARGO - WELLSONE	SOLAR PANEL	60.33		60.33
9994379	04-30-21	WELLS FARGO - WELLSONE	CREDIT FOR REQ#109952	-36.62		-36.62
9994380	04-30-21	WELLS FARGO - WELLSONE	POWER TONGUE JACK	116.26		116.26
9994381	04-30-21	WELLS FARGO - WELLSONE	TIRE INFLATOR	74.21		74.21
9994382	04-30-21	WELLS FARGO - WELLSONE	PUBLIC SECTOR PROCUREMENT CLASS	585.00		585.00
9994383	04-30-21	WELLS FARGO - WELLSONE	COTTER PIN SET	40.83		40.83
9994384	04-30-21	WELLS FARGO - WELLSONE	D.PETEE WEBCAM REPLACEMENT	75.41		75.41
9994385	04-30-21	WELLS FARGO - WELLSONE	TAN SPRAY PAINT	85.32		85.32
9994386	04-30-21	WELLS FARGO - WELLSONE	PROPANE TORCH KIT	36.62		36.62
9994387	04-30-21	WELLS FARGO - WELLSONE	ANALOG TIMER	108.52		108.52
9994388	04-30-21	WELLS FARGO - WELLSONE	ADMIN COFFEE CREAMER	79.95		79.95
9994389	04-30-21	WELLS FARGO - WELLSONE	D.PETEE IPHONE CASE	16.15		16.15
9994390	04-30-21	WELLS FARGO - WELLSONE	IPHONE DATA HUB	30.14		30.14
9994391	04-30-21	WELLS FARGO - WELLSONE	STEEL SHACKLES	81.24		81.24
9994392	04-30-21	WELLS FARGO - WELLSONE	ERASABLE PENS	50.24		50.24
9994393	04-30-21	WELLS FARGO - WELLSONE	C.MORIN PRINTER	430.08		430.08
9994394	04-30-21	WELLS FARGO - WELLSONE	PORTABLE TIRE INFLATOR	84.98		84.98
9994395	04-30-21	WELLS FARGO - WELLSONE	BACKUP CAMERAS	129.27		129.27
9994396	04-30-21	WELLS FARGO - WELLSONE	HONDA GENERATOR	1,353.91		1,353.91
9994397	04-30-21	WELLS FARGO - WELLSONE	1080P WEBCAM FOR CUSTOMER SERVICE	73.22		73.22
9994398	04-30-21	WELLS FARGO - WELLSONE	4-PORT USB HUB	43.08		43.08
9994399	04-30-21	WELLS FARGO - WELLSONE	BACKUP CAMERAS	84.00		84.00
9994400	04-30-21	WELLS FARGO - WELLSONE	EZ-UP CANOPY	130.48		130.48
9994401	04-30-21	WELLS FARGO - WELLSONE	UTENSILS	275.68		275.68
9994402	04-30-21	WELLS FARGO - WELLSONE	PALLET JACK	293.61		293.61
9994403	04-30-21	WELLS FARGO - WELLSONE	MAGICARD ID PRINTER	956.82		956.82
9994405	04-30-21	WELLS FARGO - WELLSONE	LUNCH MEETING	0.00	133.00	133.00
9994406	04-30-21	WELLS FARGO - WELLSONE	LUNCH MEETING	0.00	65.00	65.00
9994407	04-30-21	WELLS FARGO - WELLSONE	ZOOM MONTHLY FEE	16.04		16.04
9994408	04-30-21	WELLS FARGO - WELLSONE	OFFICE SUPPLES	127.77		127.77
9994409	04-30-21	WELLS FARGO - WELLSONE	ZOOM PLATFORM FEE	16.04		16.04
9994410	04-30-21	WELLS FARGO - WELLSONE	6 TERMINATION NOTICES	42.00		42.00
9994411	04-30-21	WELLS FARGO - WELLSONE	S.BOYLE NOTARY	671.46		671.46
9994412	04-30-21	WELLS FARGO - WELLSONE	L.PELTON NOTARY	656.38		656.38
9994413	04-30-21	WELLS FARGO - WELLSONE	11 TERMINATION LETTERS	77.20		77.20
9994414	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	29.53		29.53
9994415	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	67.91		67.91

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72352	04-21-21	DOWNING CONSTRUCTION, INC.	CONSTRUCTION PROGRESS PAYMENT 2	0.00	210,584.03	210,584.03
72324	04-15-21	SOUTHERN CALIF EDISON	ELECTRIC BILL	158,404.55		158,404.55
9994235	04-23-21	WELLS FARGO BANK	AUTO DEPOSIT PPE 04/16/21	121,001.88		121,001.88
9994064	04-09-21	WELLS FARGO BANK	AUTO DEP PPE 04/02	116,877.97		116,877.97
72281	04-15-21	ACWA-JPIA HEALTH BENEFITS AUTH.	MAY 2021 - MEDICAL VISION	97,528.47		97,528.47
72372	04-21-21	SOUTHERN CALIF EDISON	ELECTRIC BILL	69,091.42		69,091.42
9994237	04-23-21	WELLS FARGO BANK	FED TAX PPE 04/16	51,625.92		51,625.92
72305	04-15-21	FERGUSON WATERWORKS #1083	AMI METER PROJECT PYMT#13	9,131.90	41,417.66	50,549.56
			AMI METER PROJECT PYMT#14			
			NEPTUNE METERS			
9994065	04-13-21	WELLS FARGO BANK	FED TAX PPE 04/02	48,529.60		48,529.60
72400	04-29-21	FERGUSON WATERWORKS #1083	AMI METER PROJECT	0.00	48,032.00	48,032.00
9994190	04-20-21	SLOVAK BARON & EMPEY LLP	LEGAL SERVICES	47,792.79		47,792.79
9994178	04-14-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04/02	31,258.18		31,258.18
9994238	04-23-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04/16	31,029.13		31,029.13
72282	04-15-21	AECOM TECHNICAL SERVICES INC.	PP#15 - DESIGN SERVICES	0.00	28,328.50	28,328.50
72307	04-15-21	GOUGH SYSTEMS	WINDOWS PROGRAMMING	0.00	25,000.00	25,000.00
72379	04-29-21	ACWA/JOINT POWERS INSUR AUTH	WORKERS COMP QTR.3	22,972.95		22,972.95
72333	04-15-21	UMETECH, INC	IT SUPPORT	19,472.00	2,635.00	22,107.00
72424	04-29-21	NOBEL SYSTEMS INC.	ANNUAL SUBSCRIPTIONS	21,800.00		21,800.00
72302	04-15-21	ENTERPRISE FM TRUST	APR.2021 MONTHLY LEASE CHARGES	20,186.86		20,186.86
			MAR.2021 MONTHLY LEASE CHARGES			
72296	04-15-21	DESERT WATER AGENCY	CVUWMP MSWD COST	0.00	19,836.26	19,836.26
72331	04-15-21	TKE ENGINEERING, INC	CONSULTING SERVICES	9,385.00	10,280.00	19,665.00
72332	04-15-21	TULE RANCH/MAGAN FARMS	MARCH 2021 SLUDGE HAULING	18,811.71		18,811.71
72338	04-15-21	WALLACE & ASSOCIATES CONSULTING, INC.	INSPECTION SERVICES	0.00	18,808.00	18,808.00
72426	04-29-21	ON POWER INDUSTRIES, LLC	ELECTRICAL WORK	16,953.00		16,953.00
			GENERATORS			
			WELL 34 WORK			
72303	04-15-21	ENVIROLOGIC RESOURCES, INC.	HYDROGEO SUPPORT	0.00	16,007.50	16,007.50
			TECH SUPPORT			
			WORK PLAN SERVICES			
9994239	04-23-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04/16	14,326.43		14,326.43
9994068	04-13-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04/02	13,807.06		13,807.06
72407	04-29-21	HEITEC	SURVEY & STAKING	0.00	13,640.00	13,640.00
72285	04-15-21	B-81 PAVING INC	PATCH REPAIRS	13,021.00		13,021.00
72340	04-15-21	WILLDAN FINANCIAL SERVICES	2021 ASSESSMENT MGMT FEE	12,010.00		12,010.00
			SEWER ON PROP TAXES & MGMT FEES			
			WATER & SEWER DELINQUENT ACCTS.			
72445	04-29-21	USA BLUEBOOK	48 GPD PUMPS	11,217.22		11,217.22
			COUPLINGS & HOSE FOR HORTON PLANT			
			CREDIT FOR REQ# 109295			
			CREDIT FOR REQ# 109296			
			CREDIT FOR REQ# 109414			
			CREDIT FOR REQ# 109800			
			CREDIT ON REQ# 109121			

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			HORTON PLANT ITEMS			
9994236	04-23-21	STATE OF CA EDD	STATE TAX PPE 04/16	10,657.67		10,657.67
9994067	04-13-21	STATE OF CA EDD	STATE TAX PPE 04/02	9,592.64		9,592.64
72409	04-29-21	INFOSEND INC	MONTHLY BILLING	8,614.92		8,614.92
			MONTHLY BILLING SUPPORT			
			MONTHLY SUPPORT FEES			
9994370	04-29-21	STATE OF CA EDD	STATE TAXES QTR 1 2021	8,365.01		8,365.01
72301	04-15-21	TOM DODSON & ASSOCIATES	COMPLIANCE DOCS	0.00	8,236.22	8,236.22
72289	04-15-21	CARL OTTESON	MAR.2021 BACKFLOW TESTING	7,740.00		7,740.00
72292	04-15-21	CITIES DIGITAL INC.	AVANTE LICENSE	0.00	7,549.00	7,549.00
72347	04-21-21	CALIFORNIA GROUNDWATER COALITION	MEMBERSHIP FEE	7,500.00		7,500.00
72348	04-21-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING FEES	7,344.00		7,344.00
72313	04-15-21	INLAND WATER WORKS	CLA-VALVE	1,347.96	5,082.57	6,430.53
			DI FLG TEE			
			PE SPOOL			
			REPLACEMENT SPOOL			
			WATER SAMPLE STATION COVER			
72349	04-21-21	SANDERSON LANDSCAPE SOLUTIONS	MONTHLY LANDSCAPING SERVICES	6,310.00		6,310.00
72428	04-29-21	POLYDYNE,INC.	2 TOTES OF POLYMER	5,899.72		5,899.72
72294	04-15-21	CV PIPELINE CORP.	COLLECTIONS STANDBY	4,800.00		4,800.00
72342	04-15-21	XYLEM DEWATERING SOLUTIONS INC	PUMP RENTAL	4,728.41		4,728.41
72350	04-21-21	CYPRESS DENTAL ADMINISTRATORS	MAY 2021 DENTAL	4,586.19		4,586.19
72288	04-15-21	CARPI & CLAY. INC	MARCH FEDERAL ADVOCACY	4,000.00		4,000.00
72355	04-21-21	ENVIROGEN TECHNOLOGIES	26A URANIUM TREATMENT	3,982.31		3,982.31
72311	04-15-21	HI-DESERT AIR INC.	FRESH AIR INTAKES FOR ADMIN	3,975.00		3,975.00
72369	04-21-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTION	3,935.00		3,935.00
72337	04-15-21	VERIZON WIRELESS	CELL PHONE BILL	3,671.73		3,671.73
72312	04-15-21	HOME DEPOT CRC PROGRAM	HOME DEPOT CHARGES	3,376.20	267.69	3,643.89
72376	04-21-21	THE LINCOLN NATL. LIFE INS. CO.	MAY 2021 LIFE INS./LTD	3,108.91		3,108.91
72304	04-15-21	EXECUTIVE FACILITIES SERVICES, INC.	APRIL CLEANING	3,095.82		3,095.82
			APRIL DISINFECTING			
72344	04-21-21	B-81 PAVING INC	PAVING REPAIRS	3,000.00		3,000.00
72402	04-29-21	FUEL PROS, INC.	GASBOY SYSTEM REPAIR	2,678.23		2,678.23
72326	04-15-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIR	2,622.29		2,622.29
72329	04-15-21	SUNPOWER CORPORATION,SYSTEMS	QUARTERLY REPAIRS	2,610.19		2,610.19
72393	04-29-21	DESERT SUN PUBLISHING CO	AD FOR BIDS	0.00	2,332.00	2,332.00
72444	04-29-21	UNITED RENTALS NORTHWEST,INC.	CHAIN BINDERS	2,139.61		2,139.61
			DIAMOND BLADES			
72410	04-29-21	INLAND WATER WORKS	BALL VALVE	1,998.01		1,998.01
			BRASS TEE			
			GASKET/COUPLINGS/STOP MULE			
72284	04-15-21	ARCARO'S AUTO BODY REPAIR, INC.	UNIT 391 REPAIRS	1,954.89		1,954.89
72413	04-29-21	LANDMARK GEO-ENGINEERS AND GEOLOGISTS	PERCOLATION POND SAMPLES	1,953.60		1,953.60
			SOIL TESTING			
PR042321	04-23-21	EMPLOYEES	PAPER PAYROLL CHECKS	1,933.26		1,933.26
9994339	04-30-21	WELLS FARGO - WELLSONE	INTERNET SERVICE	1,920.00		1,920.00

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72357	04-21-21	FERGUSON WATERWORKS #1083	REPLACEMENT METER REGISTER	1,862.65		1,862.65
72286	04-15-21	E S BABCOCK & SONS INC	1ST QTR TESTING	1,851.00		1,851.00
			TOTAL N TESTING			
72322	04-15-21	COUNTY OF RIVERSIDE	RIV.CO HAZMAT PERMIT	1,779.00		1,779.00
72290	04-15-21	CASAMAR GROUP, LLC	LABOR COMPLIANCE SERVICES	0.00	1,719.71	1,719.71
72283	04-15-21	ARAMARK UNIFORM SERVICES, INC	UNIFORM SERVICES	1,713.64		1,713.64
9994340	04-30-21	WELLS FARGO - WELLSONE	MARCH 2021 RINGCENTRAL	1,683.85		1,683.85
72373	04-21-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIRS	1,616.68		1,616.68
72383	04-29-21	APRIL LEE SCOTT	A.SCOTT TUITION REIMBURSEMENT	1,504.00		1,504.00
72343	04-21-21	AMERICAN OUTREACH FOUNDATION	CONTRIBUTION TO SERVICES IN DHS	1,500.00		1,500.00
72335	04-15-21	USA BLUEBOOK	BULKHEAD TUBING	1,458.90		1,458.90
			LOCATOR			
			WIRE SOCK GRIP			
9994396	04-30-21	WELLS FARGO - WELLSONE	HONDA GENERATOR	1,353.91		1,353.91
72390	04-29-21	CLINICAL LAB OF S B INC	LAB SERVICES	1,318.00		1,318.00
72339	04-15-21	WATERLINE TECHNOLOGIES INC.	12 DRUMS REFILLED	1,234.82		1,234.82
72364	04-21-21	LOW DESERT ROCK SUPPLY	MATERIAL FOR YARD	1,228.35		1,228.35
72320	04-15-21	PARKHOUSE TIRE, INC	TIRE REPLACEMENT	1,206.52		1,206.52
72438	04-29-21	T4 SPATIAL, LLC	MAY 2021 CCTV STORAGE	1,188.00		1,188.00
72351	04-21-21	DESERT VALLEY DISP INC	ADMIN BLDG SERVICE CHARGE	1,125.12		1,125.12
			CORP YARD SERVICES			
72293	04-15-21	CLINICAL LAB OF S B INC	FEB.2021 BOD TESTING	1,048.00		1,048.00
			LAB SAMPLES			
72443	04-29-21	UMETECH, INC	OFFICE 365 MIGRATION	0.00	1,030.80	1,030.80
72447	04-29-21	WATERLINE TECHNOLOGIES INC.	REFILL 10 DRUMS	1,029.01		1,029.01
9994367	04-30-21	WELLS FARGO - WELLSONE	FOOD NOW DONATION	1,000.00		1,000.00
72361	04-21-21	INLAND WATER WORKS	FULL CIRCLE	999.22		999.22
9994403	04-30-21	WELLS FARGO - WELLSONE	MAGICARD ID PRINTER	956.82		956.82
9994369	04-30-21	WELLS FARGO - WELLSONE	COVID-19 BILLBOARD	900.00		900.00
72427	04-29-21	PC MANAGER, LLC	A.LUCAS NEW COMPUTER	805.76		805.76
72310	04-15-21	HERIBERTO BELTRAN MIRANDA	NEW VEHICLE WINDOW TINT	800.00		800.00
72360	04-21-21	HI-DESERT AIR INC.	A/C MAINTENANCE	775.00		775.00
72404	04-29-21	GERALD MILLER CONTRUCTION, INC.	ACCOUNT REFUND DILLON RD & DIABLO	770.36		770.36
72403	04-29-21	GERALD MILLER CONST., INC.	ACCOUNT REFUND WESTSIDE DR EAST OF WINDHAVEN	745.36		745.36
72405	04-29-21	GERALD MILLER CONSTRUCTION, INC.	ACCOUNT REFUND SUNRISE RD	742.26		742.26
72299	04-15-21	DESERT TIRES AND AUTO REPAIR	UNIT 388 TIRES	740.75		740.75
9994355	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	732.60		732.60
72434	04-29-21	SOUTHWEST CONTRACTORS	ACCOUNT REFUND GARNET AVE & KING RD	720.21		720.21
72384	04-29-21	ARAMARK UNIFORM SERVICES, INC	UNIFORM SERVICE	709.24		709.24
9994360	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	657.67	41.63	699.30
9994363	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	699.30		699.30
9994411	04-30-21	WELLS FARGO - WELLSONE	S.BOYLE NOTARY	671.46		671.46
9994412	04-30-21	WELLS FARGO - WELLSONE	L.PELTON NOTARY	656.38		656.38
72291	04-15-21	CASEY DOLAN	DIGITAL ADVERTISING	650.00		650.00
9994332	04-30-21	WELLS FARGO - WELLSONE	IPAD	618.16		618.16
9994359	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	599.40	16.65	616.05

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72358	04-21-21	MICHAEL JEAN KLUTTS	TRANSDUCER	613.37		613.37
72325	04-15-21	SOUTHWEST PLUMBING, INC.	SMOKE TEST	600.00		600.00
72306	04-15-21	FRONTIER	ADMIN PHONES	599.53		599.53
9994382	04-30-21	WELLS FARGO - WELLSONE	PUBLIC SECTOR PROCUREMENT CLASS	585.00		585.00
72366	04-21-21	MANPOWER US INC.	STAFFING SERVICES	532.81	29.07	561.88
72401	04-29-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 04/16/21	549.91		549.91
72309	04-15-21	HDS WHITE CAP CONST SUPPLY	PAINT RESTOCK	541.83		541.83
72368	04-21-21	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
9994336	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	500.00		500.00
9994346	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	500.00		500.00
72353	04-21-21	EBIX INC	PAYROLL INSERTS	495.86		495.86
9994338	04-30-21	WELLS FARGO - WELLSONE	MARCH MICROSOFT	475.00		475.00
PR040921	04-09-21	EMPLOYEES	PAPER PAYROLL CHECKS	456.47		456.47
72327	04-15-21	STATE WATER RES CONTROL BRD	2020 WELL EXTRACTION FEES	450.00		450.00
9994393	04-30-21	WELLS FARGO - WELLSONE	C.MORIN PRINTER	430.08		430.08
72321	04-15-21	PRECISION GARAGE DOORS & GATES INC	GATE REPAIR	405.00		405.00
9994335	04-30-21	WELLS FARGO - WELLSONE	FACEBOOK MARKETING	400.00		400.00
9994344	04-30-21	WELLS FARGO - WELLSONE	FACEBOOK MARKETING	397.35		397.35
72316	04-15-21	MCMASTER-CARR SUPPLY CO	STAINLESS STEEL SHACKLES	363.64		363.64
			TUBING			
9994361	04-30-21	WELLS FARGO - WELLSONE	T.MURPHY TRAINING	350.00		350.00
72377	04-21-21	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	346.43		346.43
72341	04-15-21	XEROX CORPORATION	COPY LEASE EQUIPMENT	343.73		343.73
72433	04-29-21	SOUTHERN CALIF GAS CO	GAS BILL	335.29		335.29
9994357	04-30-21	WELLS FARGO - WELLSONE	M.PLATT TRAINING	335.00		335.00
72374	04-21-21	STAPLES	OFFICE SUPPLIES	323.61		323.61
72359	04-21-21	GRAINGER	CREDIT FOR REQ#110058	314.67		314.67
			SOLENOID FOR WATER PRODUCTION			
9994341	04-30-21	WELLS FARGO - WELLSONE	MARCH 2021 MICROSOFT SUB.	312.50		312.50
72287	04-15-21	BUILDERS SUPPLY	DRYWALL	172.30	131.15	303.45
			HEAD LAMP			
			KEYS			
			LIGHT REPLACEMENT			
			PIPE STANDS			
			REPLACEMENT BOARDS			
			SPRAY NOZZLES			
			WINDOW SEALANT			
72382	04-29-21	ANSAFONE	ANSWERING SERVICE	302.40		302.40
72398	04-29-21	ELIZABETH CARR	ACCOUNT REFUND 66965 PIERSON BLVD	302.16		302.16
9994402	04-30-21	WELLS FARGO - WELLSONE	PALLET JACK	293.61		293.61
9994371	04-30-21	WELLS FARGO - WELLSONE	J.NUTTER TV	286.02		286.02
72380	04-29-21	AIR & HOSE SOURCE INC.	DUAL AIR CHUCK	281.01		281.01
			PRESSURE WASHER			
72370	04-21-21	RICK LYNEIS	R.LYNEIS BOOT REIMB.	275.75		275.75
9994401	04-30-21	WELLS FARGO - WELLSONE	UTENSILS	275.68		275.68
72356	04-21-21	FARMER BROS CO	ADMIN COFFEE	265.15		265.15

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9994337	04-30-21	WELLS FARGO - WELLSONE	PORTABLE JOHN RENTAL	265.00		265.00
72300	04-15-21	DESERT PROMOTIONAL AND EMBROIDERY, LLC	EMPLOYEE POLOS	254.48		254.48
72418	04-29-21	MATHESON TRI-GAS, INC	NITRILE WORK GLOVES	239.88		239.88
9994376	04-30-21	WELLS FARGO - WELLSONE	INTRO TO MATERIALS BOOK	236.86		236.86
72280	04-15-21	ACE ALTERNATORS	REPLACEMENT ALTERNATOR	234.85		234.85
72371	04-21-21	SHRM	SHRM MEMBERSHIP RENEWAL	219.00		219.00
72297	04-15-21	DESERT VALLEY STAR	PUBLIC HEARING NOTICE	215.25		215.25
72406	04-29-21	HDS WHITE CAP CONST SUPPLY	KNEEBOARDS	210.93		210.93
			SHOVELS			
72323	04-15-21	SOUTHERN CALIF GAS CO	GAS BILL	209.74		209.74
72365	04-21-21	LUIS R. GARCIA	TOILET REBATE PROGRAM	200.00		200.00
72317	04-15-21	MICHAEL A. BLOM	TOILET REBATE PROGRAM	185.73		185.73
72308	04-15-21	GREGORY CHARLES SEDLOCK	TOILET REBATE PROGRAM	185.72		185.72
72387	04-29-21	BUILDERS SUPPLY	CASING TUBES	182.48		182.48
			ELECTRICAL			
			FENCE REPAIRS			
			MSWD SIGN PAINT			
			PLANTER REPAIR			
72345	04-21-21	BRINKS INCORPORATED	APRIL MONTHLY SERVICES	177.42		177.42
			MONTHLY FEE			
72391	04-29-21	CUNNINGHAM & ASSOCIATES EQUIP. COMPANY, INC.	BEARINGS	176.86		176.86
72363	04-21-21	LORENZO JESSE SOTO	L.SOTO BOOT REIMB.	173.99		173.99
68851	04-22-21	ROY KLOPPENSTEIN	STALE DATED	-172.00		-172.00
72430	04-29-21	ROY KLOPPENSTEIN	ACCOUNT REFUND 66366 6TH ST	172.00		172.00
72314	04-15-21	JULIO MARTINEZ	WATER TREATMENT COURSE	165.53		165.53
72164	04-22-21	CHRISTOPHER SHANAHAN	LOST CHECK	-164.53		-164.53
72389	04-29-21	CHRISTOPHER SHANAHAN	WATER TREATMENT COURSE	164.53		164.53
72375	04-21-21	SWRCB ACCOUNTING OFFICE	A.NINE D-2 CERT.	160.00		160.00
			J.MARTINEZ D-2 CERT.			
72439	04-29-21	THE GOOD HOUSE	ACCOUNT REFUND 12885 ELISEO RD	155.56		155.56
72354	04-21-21	EISENHOWER MEDICAL ASSOCIATES INC,	J.MARTINEZ DOT PHYSICAL	155.00		155.00
72388	04-29-21	CARLOS CAMPOS	PEST CONTROL	155.00		155.00
72362	04-21-21	JUAN HERNANDEZ	J.HERNANDEZ BOOT REIMB.	150.30		150.30
72435	04-29-21	STATE WATER RES CONTRL BRD	G.CHAPMAN CERT RENEWAL	150.00		150.00
9994347	04-30-21	WELLS FARGO - WELLSONE	C.LOPEZ TRAINING	149.00		149.00
72446	04-29-21	VALLEY LOCK & SAFE	ADMIN DOOR REPAIR	145.00		145.00
71644	04-21-21	DONALD MATHEIN	STALE DATES	-138.61		-138.61
72419	04-29-21	DONALD MATHEIN	D.MATHEIN BOOT REIMB.	138.61		138.61
9994342	04-30-21	WELLS FARGO - WELLSONE	FEB.2021 PHOTO COPY EXPENSE	134.30		134.30
9994405	04-30-21	WELLS FARGO - WELLSONE	LUNCH MEETING	0.00	133.00	133.00
9994400	04-30-21	WELLS FARGO - WELLSONE	EZ-UP CANOPY	130.48		130.48
9994395	04-30-21	WELLS FARGO - WELLSONE	BACKUP CAMERAS	129.27		129.27
72396	04-29-21	DESERT PROMOTIONAL AND EMBROIDERY, LLC	M.PLATT POLO'S	128.33		128.33
9994408	04-30-21	WELLS FARGO - WELLSONE	OFFICE SUPPLES	127.77		127.77
9994349	04-30-21	WELLS FARGO - WELLSONE	MONTHLY CPE CHARGE	127.67		127.67

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9994352	04-30-21	WELLS FARGO - WELLSONE	MONTHLY CPE CHARGE	127.67		127.67
72336	04-15-21	VAGABOND WELDING SUPPLY	CO2 REGULATOR	120.40		120.40
			ITEMS TO BUILD BRACKET			
72432	04-29-21	SHRED-IT	SHREDDING SERVICE	118.20		118.20
72330	04-15-21	TIME WARNER CABLE	CABLE SERVICE	116.39		116.39
9994380	04-30-21	WELLS FARGO - WELLSONE	POWER TONGUE JACK	116.26		116.26
9994387	04-30-21	WELLS FARGO - WELLSONE	ANALOG TIMER	108.52		108.52
72367	04-21-21	MCMaster-CARR SUPPLY CO	BRASS COUPLINGS	101.62		101.62
72318	04-15-21	NAPA AUTO PARTS	SEAT BELT REPLACEMENT	101.13		101.13
72261	04-22-21	RIVERSIDE COUNTY SHERIFF'S OFFICE	PAYMENTS COMPLETE/OVER PAYMENT	-100.00		-100.00
72315	04-15-21	MARIA CEJA	TOILET REBATE PROGRAM	100.00		100.00
9994366	04-30-21	WELLS FARGO - WELLSONE	BIG HEART AWARD	100.00		100.00
9994373	04-30-21	WELLS FARGO - WELLSONE	CAR REMOVAL FEE	0.00	100.00	100.00
9994362	04-30-21	WELLS FARGO - WELLSONE	STAFFING SERVICES	99.90		99.90
72414	04-29-21	LEONARD ZUNIGA	ACCOUNT REFUND 65786 7TH ST	96.96		96.96
9994334	04-30-21	WELLS FARGO - WELLSONE	OPERATIONS LUNCH	96.27		96.27
72295	04-15-21	CWEA	A.GRUNNET CWEA	96.00		96.00
72298	04-15-21	DESERT CITIES REPROGRAPHICS SYSTEMS INC	APPROVED PLANS	0.00	93.70	93.70
72420	04-29-21	MELISSA HOGLE	ACCOUNT REFUND 13712 SUSAN WAY B	90.18		90.18
9994385	04-30-21	WELLS FARGO - WELLSONE	TAN SPRAY PAINT	85.32		85.32
9994394	04-30-21	WELLS FARGO - WELLSONE	PORTABLE TIRE INFLATOR	84.98		84.98
9994375	04-30-21	WELLS FARGO - WELLSONE	CREDIT FOR REQ#109889	-84.00		-84.00
9994399	04-30-21	WELLS FARGO - WELLSONE	BACKUP CAMERAS	84.00		84.00
72386	04-29-21	BOB KELLY	ACCOUNT REFUND 64635 VARDON CT	82.00		82.00
72411	04-29-21	JUAN GASTELUM	ACCOUNT REFUND 66011 PIERSON BLVD	82.00		82.00
9994391	04-30-21	WELLS FARGO - WELLSONE	STEEL SHACKLES	81.24		81.24
72437	04-29-21	SYLVIA LAMORA	ACCOUNT REFUND 66191 7TH ST	80.71		80.71
71714	04-21-21	ALEX ACEVEDO	STALE DATED	-80.00		-80.00
72328	04-15-21	STATE WATER RESOURCES CONTROL BD	J.HERNANDEZ RE-CERT FEES	80.00		80.00
72381	04-29-21	ALEX ACEVEDO	A.ACEVEDO HEALTH & WELLNESS	80.00		80.00
9994388	04-30-21	WELLS FARGO - WELLSONE	ADMIN COFFEE CREAMER	79.95		79.95
9994413	04-30-21	WELLS FARGO - WELLSONE	11 TERMINATION LETTERS	77.20		77.20
9994384	04-30-21	WELLS FARGO - WELLSONE	D.PETEE WEBCAM REPLACEMENT	75.41		75.41
9994372	04-30-21	WELLS FARGO - WELLSONE	LENS WIPES	74.52		74.52
9994381	04-30-21	WELLS FARGO - WELLSONE	TIRE INFLATOR	74.21		74.21
72441	04-29-21	THOMAS HARPER	ACCOUNT REFUND 60651 PAINTED HILLS RD	73.89		73.89
9994397	04-30-21	WELLS FARGO - WELLSONE	1080P WEBCAM FOR CUSTOMER SERVICE	73.22		73.22
72392	04-29-21	DANIEL D. HAYES	ACCOUNT REFUND 66108 BUENA VISTA AVE	69.76		69.76
9994415	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	67.91		67.91
72394	04-29-21	DESERT CITIES REPROGRAPHICS SYSTEMS INC	PLANS FOR INSPECTOR	0.00	66.89	66.89
			SPECS FOR INSPECTOR			
72429	04-29-21	ROBERT GAMBOA	ACCOUNT REFUND 66003 7TH ST	65.81		65.81
72246	04-27-21	BETTY SAAVEDRA	NAME CHANGE APPROVED BY A.SCOTT	-65.57		-65.57
72412	04-29-21	BETTY SAAVEDRA	ACCOUNT REFUND 65947 ACOMA AVE	65.57		65.57
71710	04-21-21	SHANE WIENECKE	STALE DATED	-65.22		-65.22
72431	04-29-21	SHANE WIENECKE	S.WIENECKE HEALTH & WELLNESS REIMB.	65.22		65.22

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9994406	04-30-21	WELLS FARGO - WELLSONE	LUNCH MEETING	0.00	65.00	65.00
72425	04-29-21	O'REILLY AUTOMOTIVE, INC.	UNIT 405 WIPER BLADES	63.44		63.44
72385	04-29-21	BERNARD HACKETT	ACCOUNT REFUND 9150 CALLE ESCORIAL	62.38		62.38
9994333	04-30-21	WELLS FARGO - WELLSONE	WWTP LUNCH MEETING	60.64		60.64
9994417	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	60.60		60.60
9994345	04-30-21	WELLS FARGO - WELLSONE	GOOGLE MARKETING	60.42		60.42
9994378	04-30-21	WELLS FARGO - WELLSONE	SOLAR PANEL	60.33		60.33
72399	04-29-21	EZEKIEL HERNANDEZ-HERNANDEZ	ACCOUNT REFUND 13560 INAJA ST	58.78		58.78
72397	04-29-21	DIAMOND HILLS AUTO GROUP	UNIT 381 REPAIR	54.64		54.64
72421	04-29-21	MODERN DEVELOPMENT LLC	ACCOUNT REFUND 13500 LITTLE MORONGO RD	52.98		52.98
9994374	04-30-21	WELLS FARGO - WELLSONE	CABLES	52.98		52.98
9994392	04-30-21	WELLS FARGO - WELLSONE	ERASABLE PENS	50.24		50.24
9994331	04-30-21	WELLS FARGO - WELLSONE	IPAD KEYBOARD	50.15		50.15
72334	04-15-21	THE UPS STORE #5062	M.PLATT BUSINESS CARDS	46.32		46.32
72319	04-15-21	O'REILLY AUTOMOTIVE, INC.	GREASE TUBES	46.22		46.22
72415	04-29-21	LISA DALTON	ACCOUNT REFUND 12617 MIRACLE HILL RD	45.09		45.09
72408	04-29-21	INA LYNN BRANSON	ACCOUNT REFUND 66051 BUENA VISTA AVE	45.00		45.00
72378	04-21-21	USAFACT INC	BACKGROUND CHECK	43.55		43.55
9994398	04-30-21	WELLS FARGO - WELLSONE	4-PORT USB HUB	43.08		43.08
9994365	04-30-21	WELLS FARGO - WELLSONE	REFRESHMENTS	42.07		42.07
9994410	04-30-21	WELLS FARGO - WELLSONE	6 TERMINATION NOTICES	42.00		42.00
9994383	04-30-21	WELLS FARGO - WELLSONE	COTTER PIN SET	40.83		40.83
9994353	04-30-21	WELLS FARGO - WELLSONE	DESK FILE HOLDER	39.86		39.86
9994418	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH RE:COVID	37.75		37.75
9994379	04-30-21	WELLS FARGO - WELLSONE	CREDIT FOR REQ#109952	-36.62		-36.62
9994386	04-30-21	WELLS FARGO - WELLSONE	PROPANE TORCH KIT	36.62		36.62
9994356	04-30-21	WELLS FARGO - WELLSONE	DEPT. LUNCH	36.26		36.26
72423	04-29-21	THERESA MURPHY	PAYMENT REFUND	36.06		36.06
72395	04-29-21	DESERT VALLEY BUILDERS ASSOCIATION	MARTIN/SEWELL EVENT FEE	36.00		36.00
9994358	04-30-21	WELLS FARGO - WELLSONE	DEPT. LUNCH	35.91		35.91
72422	04-29-21	MOXIE PROPERTIES, LLC	ACCOUNT REFUND 66860 FLORA AVE	31.91		31.91
9994390	04-30-21	WELLS FARGO - WELLSONE	IPHONE DATA HUB	30.14		30.14
9994414	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	29.53		29.53
9994364	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	29.49		29.49
72442	04-29-21	TOPS N BARRICADES, INC	PAINT RE-STOCK	29.36		29.36
72346	04-21-21	BUILDERS SUPPLY	CLEANING MATERIALS	26.15		26.15
9994416	04-30-21	WELLS FARGO - WELLSONE	WORKING LUNCH	25.80		25.80
72417	04-29-21	MARK KENDALL	ACCOUNT REFUND 13155 CATALPA AVE	20.74		20.74
9994343	04-30-21	WELLS FARGO - WELLSONE	BI ANNUALK SI-100 FORM	20.00		20.00
72440	04-29-21	THOMAS R RICE	ACCOUNT REFUND 62647 S STARCROSS DR	19.37		19.37
72416	04-29-21	MARISOL GOMEZ	ACCOUNT REFUND 15660 AVE RAMADA	17.55		17.55
9994389	04-30-21	WELLS FARGO - WELLSONE	D.PETEE IPHONE CASE	16.15		16.15
9994407	04-30-21	WELLS FARGO - WELLSONE	ZOOM MONTHLY FEE	16.04		16.04
9994409	04-30-21	WELLS FARGO - WELLSONE	ZOOM PLATFORM FEE	16.04		16.04
9994351	04-30-21	WELLS FARGO - WELLSONE	CELL PHONE STAND	15.07		15.07
9994350	04-30-21	WELLS FARGO - WELLSONE	MAR.2021 ADOBE SUB.	14.99		14.99

AGENDA REPORT

**REGULAR BOARD MEETINGS MAY 13 & 17, 2021
UPCOMING EVENTS REQUIRING BOARD APPROVAL
AND DIRECTOR REPORTS**

UPCOMING EVENTS OF INTEREST

In accordance with Resolution 2009-2, attendance by a Director at any event not listed on the Board Affiliations List as adopted, may be approved by the Board of Directors as District service and compensated accordingly.

Date	Event	Confirmed Attendees

OTHER MEETINGS ATTENDED (no daily stipend was claimed)

Date	Event	Attendees
4/8/21	CVAG CONSERVATION COMMISSION MTG	MARTIN
4/14/21	TRIBAL WATER AUTHORITY MTG	MARTIN
4/15/21	DVBA PUBLIC OFFICIALS MTG/LUNCHEON	MARTIN, SEWELL
4/17/21	WOMEN'S CLUB BBQ	MARTIN
4/28/21	TRIBAL WATER AUTHORITY MTG	MARTIN

DIRECTOR REPORTS

(Per GC 53232.3(d) brief reports on meetings attended for which a daily stipend was claimed)

Date	Event	Attendees
4/1/21	DVBA LEGISLATIVE FORUM	MARTIN
4/6/21	DHS CITY COUNCIL MEETING	MARTIN
4/8/21	DVBA BOARD MEETING	MARTIN
4/8/21	CVCC AND E & E MEETING	DUNCAN
4/13/21	CVWD BOARD MEETING	DUNCAN
4/13/21	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
4/20/21	DWA BOARD MEETING	DUNCAN
4/20/21	DHS CITY COUNCIL MEETING	MARTIN
4/22/21	DVBA OPEN HOUSE	MARTIN
4/27/21	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
4/27/21	CVWD BOARD MEETING	DUNCAN

4/29/21	C.V. BUSINESS CONFERENCE & ECONOMIC SUMMIT	WRIGHT
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Item 19.

*Participation in these meetings was done via “Zoom” or similar video technology.



General Manager's Report May 2021



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IMPORTANT MESSAGE FROM THE GENERAL MANAGER

COVID-19 Outreach to Impacted Customers:

Governor Newsom's Executive Order (E.O.) (N-42-20) prohibiting water shut-offs due to non-payments has been in effect since April 2020. Unlike other moratoriums, like the one issued by the California Public Utilities Commission (CPUC), the E.O. has no specific end date. The CPUC's shut-off moratorium will be coming to end June 30, 2021. SoCalGas, IID (electric service only) and others will commence their shut-off policies starting July 1, 2021.

In speaking with Assemblymember Garcia's office (AD-56), the speculation is that when the Governor lifts COVID-19 restrictions on June 15th, all E.O.s will also be lifted. Also, the state legislature is finding itself with an unprecedented budget surplus. There is ongoing lobbying by CSDA and other water agencies for a portion of the surplus to be redirected to water agencies. The revised budget will be released May 13/14, 2021 with an anticipated signing date by June 15, 2021.

MSWD started conducting direct outreach to its past due customers in March 2021. In addition to the efforts mentioned in the Customer Service chapter above, the following collateral items have either been mailed or digitally displayed.

Throughout the pandemic, MSWD's social posts and digital ads have encouraged customers to call-in regarding bill assistance options, specifically the Help 2 Others (H2O) Program, funded by MSWD and administered by United Way of the Desert. Ads or posts similar to the graphic on the right. The Bill Assistance webpage was also updated to include bill assistance and other emergency resources. View page: https://www.mswd.org/bill_assistance.aspx



In April 2020, the MSWD replenished MSWD's H2O Fund and doubled its customer assistance from \$50 bill credit once during a 12-month period to \$100 bill credit once during a 12-month period. Throughout the year, the fund has been replenished numerous times totaling near \$20,000 in assistance provide to MSWD customers during the pandemic (non-rate revenue is used to replenish the fund).

Below is the current Help 2 Others contributions provided by neighboring agencies:

	Coachella Valley Water District	Coachella Water Authority	Desert Water Agency	Indio Water Authority	Mission Springs Water District
Bill Credit Assistance	\$100	\$50	\$200	\$50	\$100
Frequency	1x per 12 months	3x per calendar year (\$150 total)	1x per 12 months <i>(new increase as of May 2021 from \$100)</i>	2x per 12 months (\$100 total)* <i>Indio CARES funding (\$100K)</i>	1x per 12 months

In April 2021, a bilingual bill insert with various local and Riverside County bill assistance options and was mailed to all customers (see below).

MSWD
Mission Springs Water District

Behind on your water bills? MSWD is here for you!

Need help paying your bill? You may qualify for assistance through the following programs:

- Help2Others**: MSWD has partnered with United Way of the Desert to offer a \$100 credit once in a 12-month period for past due water bills, while funds are available. Visit www.MSWD.org or call 760.329.6448 for details.
- Action**: MSWD customers can apply to this Riverside County program for assistance with utility bills when funding is available. Visit www.ca.riverside.org/Cares for more information.
- United Way**: The COVID-19 Community Response and Recovery Fund offers up to \$500 for people impacted by COVID-19, as funds allow. Visit www.unitedwayofthedesert.org or call 760.323.2731 for details.
- United Lift**: This program provides rental assistance to help keep families in their homes, as well as utility bill help. Visit www.unitedlift.org for details. When applying, scroll through the dropdown menu to find your city.
- MSWD**: MSWD is ready to help! For further assistance, visit www.MSWD.org or call 760.329.6448 for additional emergency resources.

BILL PAY OPTIONS

- ONLINE**: MSWD.org/Paperless
- BY PHONE**: (760) 329-6448
- BY MAIL**: 66575 Second Street, Desert Hot Springs, CA 92240
- IN PERSON**: Drop off

OTHER OPTIONS: Walmart Pay | PayPal | PayNearMe | FOUR BANK'S E-PAY PROGRAM

66575 Second Street, Desert Hot Springs, CA 92240 | 760.329.6448 | www.MSWD.org

Also in April 2021, a bilingual letter was sent to those customers with delinquent accounts only. This included both the renter (if applicable) and the property owner. This was a more targeted approach letting customers know that the Governor's moratorium is only temporary, encouraging them to call in to Customer Service to either set up a payment plan or to request assistance (see letter below).



86575 Second Street, Desert Hot Springs, CA 92240 • www.mswd.org • p 760.329.6448 • f 760.329.2482

<Date>

Dear <Customer>,

To help with the current outstanding balance on your account, we would like to make you aware that payment plans and additional resources are available through Mission Springs Water District and other community organizations.

As you know, Governor Gavin Newsom issued a moratorium on water shutoffs at the beginning of the COVID-19 pandemic to help the many Californians who lost their jobs and suffered other economic hardships. While we understand the difficulties that our customers and others have endured during the past year, **the water shutoff moratorium is temporary.**

The following organizations may be able to provide you with financial assistance:

[Help 2 Others Assistance Program](#) – MSWD has partnered with United Way of the Desert to offer a \$100 credit once in a 12-month period for past due water bills while funds are available. Visit www.MSWD.org or call 760.329.6448 for details.

[County of Riverside Community Action Partnership](#) – MSWD customers can apply to this Riverside County program for assistance with utility bills while funds are available. Visit www.capriverside.org/Cares for more information.

[United Way of the Desert](#) – The COVID-19 Community Response and Recovery Fund offers up to \$500 for those impacted by COVID-19 while funds are available. Visit www.unitedwayofthedesert.org or call 760.323.2731 for details.

[United Lift](#) – This program provides rental assistance to help keep families in their homes, as well as utility bill payment help. Visit www.unitedlift.org for details. When applying, scroll through the dropdown menu to find your city.

MSWD is here for you and ready to help! For further assistance, visit www.MSWD.org or call 760.329.6448 for additional emergency resources or to set up a payment plan. Although our lobby remains closed, we are available by phone Monday – Thursday, 7:30 a.m. to 5 p.m. and on Friday from 7:30 a.m. to 4 p.m. or email frontoffice@mswd.org

We look forward to assisting you.

April Scott
Customer Service Manager

Water, the Jewel of the Desert - Treasure It!
Mission Springs Water District is a Groundwater Guardian Affiliate



As more potential funding and/or additional information becomes available, we will continue to update our customers.

ADMINISTRATION

Accounting Department

The Accounting Department continues to work with its vendors to complete the yearly and necessary tasks to meet State and Federal reporting requirements and the strategic goals established by the Mission Springs Water District Board of Directors (Board). Below are project highlights and summaries for the previous month:

Budget

The Fiscal Year 2021/2022 budget process has begun. All departments have submitted their respective budgets including capital projects/expenditures. The next step will be to review these budgets with each manager, director, and general manager prior to the June Board Workshop.

COVID-19 Cost Impacts

On March 19th California Senate Bill 95 (SB 95) was signed by Governor Newsom to ensure access to up to 80 hours of COVID-19 supplemental paid sick leave for eligible employees, including those advised to quarantine or isolate and those caring for COVID-impacted family members. As such, the Accounting Department has revised all employees' applicable sick leave hours as SB 95 covers COVID 19 supplemental paid sick leave retroactive to January 1 and through September 30.

Cash

Total cash receipts for the month of April amounted to \$1,219,827 consisting primarily of customer bill payments and charges for several new connections. Additionally, the District received \$130,661 from the Riverside County for property tax collections that were paid in the last three months.

Bank balance on April 30 amounted to \$5,769,400.39 with current capital projects underway, The District staff decided to keep the funds in the local bank for quicker access related to the expected large upcoming payments.

Wire payments were made in April for:

- Slovak Baron & Empey – \$47,792.79

Payroll Changes and Updates

The following procedures have been completed by Accounting staff in the month of April:

- The quarterly state tax return and was submitted online with no issues.
- The quarterly federal tax return and was sent via registered mail with no issues.

- The District's quarterly Worker's Compensation Report to JPIA. The rates decreased for the quarter ended March 31, 2021.

Other Important Items

The Board of Directors voted to extend the audit contract with Rogers, Anderson, Malody & Scott, LLP for the 2021, 2022 and 2023 fiscal years. Included in the contract is to prepare a Comprehensive Annual Financial Report (CAFR) that will provide better financial reporting about the District. Additionally, the CAFR will help the District secure the CSDA Certificate of Excellence award in financial reporting.

Accounting staff continues to work closely with customer service to ensure customers get the information they need:

- Assessment district liens that needed to be released.
- Sewer connection charges that needed to be updated.

Accounting submitted:

- The annual debt covenant certificate for the BBVA loan that was used to construct AD #12, Area D and J1.
- The annual salary report that goes to the state for the transparent California website. Only salary and job titles are reported.



Customer Service Department

Continued overview of Lobby closure and COVID-19 response

With the customer lobby access still closed to the public, MSWD Customer Service Representatives continue to assist our customers with minimal disruption. We feel comfortable remaining closed if needed due to COVID-19, customers have adapted, and we are assisting in creative ways if needed if the customer does not have internet access.

- If customer states they have been out of work due to COVID-19 we will remove late charges, and as with all customers create extensions and payment plans.
- All Customer Service staff is working in office with distancing.
- All Field Service Technicians are working to serve customers in individual trucks.
- Applications available on MSWD.org
- Mailing paper applications to customers that are unable or uncomfortable with online processes.

Ways to pay bills during lobby closure

- Customer can drop payments (check or money order) in the drop box
- Customers can pay at 7-11 in DHS, Walmart and must have their bills present
- Payment Portal on MSWD.org
- Customers can call in and pay through the IVR system
- Paypal option through Paymentus

Disconnections due to Non-Payment

On April 2, 2020, Governor Newsom issued Executive Order N-42-20 prohibiting shut offs of water service to residences and critical infrastructure sector small businesses. As such, MSWD has been working with and tracking those customers who have been the most impacted by the COVID-19 pandemic. Beginning in March, MSWD Customer Service staff began contacting those customers with high, unpaid balances to inform them of programs and options which are available. The programs and options include waiving of late fees, 12-month payment plans, utilization of the CARE program or Help2others for bill assistance, and high consumption adjustments due to leaks.

As of March 31, 2021, the accounts receivable over 120 days in age amounted to \$591,320.54. There is currently an effort by Riverside County Supervisors Office and CSDA to get a share of the State's portion of the recent Federal Infrastructure bill that has funds designated in it. Staff will keep the Board updated as to the progress of this effort.

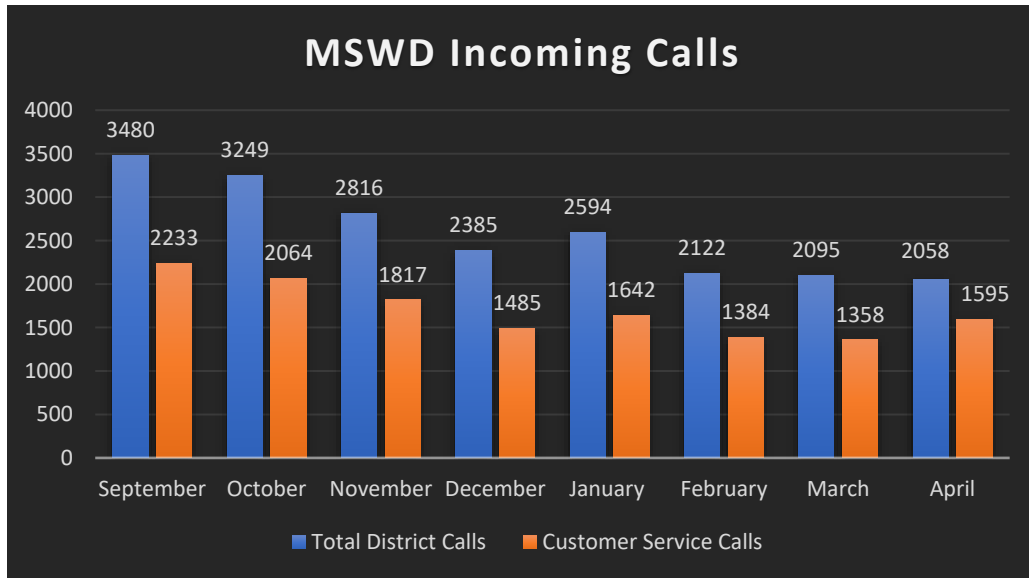
United Way Customer Bill Assistance Program

The United Way Customer Bill Assistance Program continues to be utilized by those customers who have been impacted the most by the COVID-19 pandemic. 65 customers

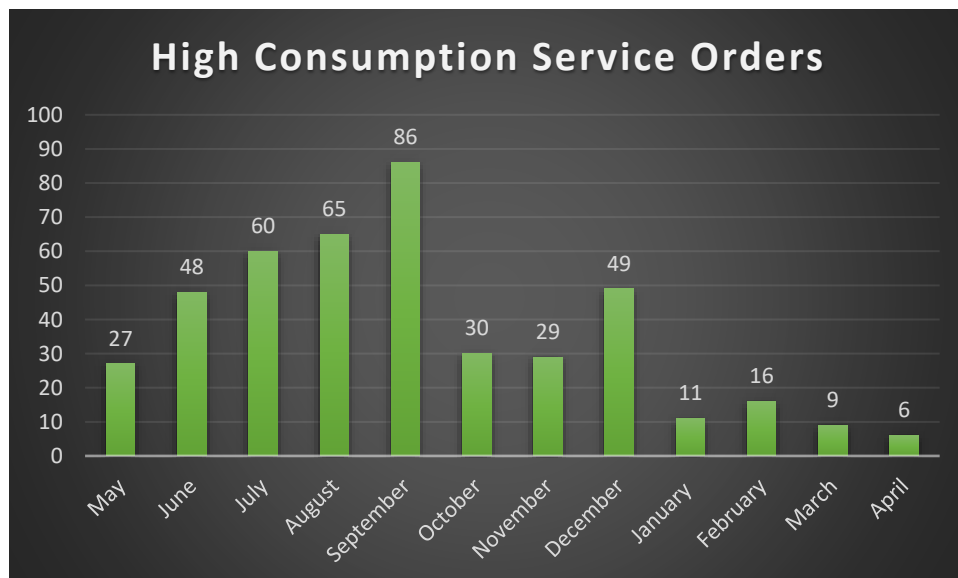
have received bill assistance in the first quarter of 2021 through the Help 2 Others program.

Calls into the Customer Service Department since June 2020

Customer service calls continue to be fairly level and significantly lower than our monthly highs in July and August 2020. Many calls are for payment extensions, late fee removal requests, lien release requests, new property start/stop service. The chart below represents MSWD incoming calls and those received by the Customer Service staff.



Similarly, we continue to see a decline in the high consumption service calls from the high in September. These service calls typically include reviewing the customers consumption history, usage alerts, and/or limited site investigations.



Purchasing Department

The Purchasing Department Staff continues provide sanitization supplies to ensure wipes, hand sanitizer, disinfectants are available to all District buildings, and vehicles for the safety of the staff.

Purchasing staff was able to find the appropriate meter box lids for the Dillion Mobile Home Park. The current lead time for the DFW material is 4 to 6 weeks. We have ordered a sample lid for testing. If the sample lid is a success, staff will then order approximately 100 meter box lids which will complete the necessary lid replacement.



ENGINEERING AND OPERATIONS

Engineering Department

Below is a list of Capital Projects and status updates.

Well 42 Project

Layne Christensen Company began construction on February 4th. Progress completed includes mobilization, clearing and grubbing the site, installing sound walls to minimize noise to surrounding properties, installing the conductor casing, and began drilling the pilot hole. The pilot hole with a target depth of 1,200 feet has been completed.



Staff and construction management consultant (TKE Engineering) continued hosting weekly construction progress meetings, processing submittals, responding to RFIs, processing the progress payment, and coordinating with Southern California Edison regarding the new electrical service.

N. Indian Canyon Drive Sewer Project

Downing Construction (Downing) began construction on March 8th. During the first month of construction, Downing has completed most of the sewer mainline, with the remaining portions, manholes, and sewer laterals to be completed in April.



Terrace Reservoirs Rehabilitation and Site Improvements

District staff has reviewed all bids and found Paso Robles Tank, Inc. to be the apparent low bidder. Staff to bring the contract forward for Board approval in June (the latest time for contract award is July 7th) with a budget augmentation.

Burrowing owls have been found at the site which will require a relocation plan. As such, District on-call environmental consultant (Tom Dodson and Associates) has been asked to

prepare the necessary study to begin the relocation process. Based on preliminary findings, the owls can only be relocated by the beginning of September, which will likely delay the start of construction by 8-10 weeks. Staff is coordinating with Paso Robles Tank, Inc. regarding any potential impacts from a later construction start date, including extending the contract award deadline beyond the July 7th deadline.

Vista Reservoir No. 2

Staff received the final draft Initial Study (IS) and Mitigated Negative Declaration (MND) from the CEQA consultant (Tom Dodson and Associates) and will be posting the document for public review in early May. Staff is evaluating the release of Notice of Inviting Bids for the months of June and July 2021.

Desert Willows Community Water Line Replacement

In March, the MSWD Board approved the Cooperative Agreement (CA) between MSWD and the Desert Willows Property Owners Association (DWPOA), and the Award of Construction to the Van Dyke Company. Construction commenced on March 22nd, starting with all streets within the DWPOA Community being pulverized. Installation of the water main began in April.



AD-18 – GQPP Sewer Project Areas “H” & “I”

Staff and consultant continued coordination with one property owner regarding a required pipeline/utility easement and selected an alignment alternative that is being circulated to the owner for approval. Acceptance of the alignment alternative has not been received from the owner; therefore, Staff placed the final design on hold until the alignment and easement are finalized.

Water System and Wastewater System Comprehensive Master Plan Update

Following Board Award in March, Staff issued a contract to the consultant (Michael Baker International) for execution. Staff plans to kick the project off in May.

Horton Odor Control Project

Pre-construction meeting was held on April 13th and Notice to Proceed was issued. Project site meeting with the contractor was held on April 14th. Staff and the construction management/inspection consultant (Michael Baker International) will begin to start processing material submittals and commence construction by late May.

Backup Generators for Well Sites 27-31, 32 and 37 Projects

Staff received three (3) proposals and determined that Michael Baker International is the most qualified firm. Staff contacted Michael Baker International to their proposal's scope, schedule, and proposed fee.

Horton Effluent Filtration System

Staff received two proposals and determined that TKE Engineering is the most qualified firm. District executed a contract on April 22nd due to the time sensitive nature of the project. As required by past policy, staff will be bringing this item for Board approval in June.

Well 22 Rehabilitation

The consultant (TKE Engineering) has completed the preliminary design and is meeting with Staff to review. Following confirmation of preliminary design, the consultant will complete the 60% design for additional review.

AD-18 GQPP Sewer Project Area "D3-1"

The consultant (TKE Engineering) completed the draft plans, specifications, and engineer's estimate. Staff is currently reviewing.



MSWD Regional Water Reclamation Facility

This item has moved from this report to the Board Packet as a monthly update.

Administrative Building

This item has moved from this report to the Board Packet.

Operations & Maintenance

Construction & Maintenance

Construction & Maintenance Staff (C&M) completed approximately 267 water line location requests in April. Staff continues to use iPads with the GeoViewer Mobile app to streamline and manage line locations. C&M also replaced 10 water services and repaired 5 service line leaks and 8 main line leaks. Approximately 27,020 gallons of water loss was recorded due to water leaks.



Staff made repairs to a hit fire hydrant by a driver who lost control of their vehicle, striking the fire hydrant. The fire hydrant was sheared from the anchoring tee and flooded the area before staff arrived. Staff was able to replace the fire hydrant and restore traffic the same day.

Other significant replacements occurred such as the installation of a new 4-inch DCDA for the fire sprinkler system at the Admin Building. The device was replaced due to a faulty shut-off valve which didn't allow staff to conduct annual testing.



Staff continues to implement the maintenance programs, which consist of ground valves, blow-offs, Cla-Val valves, and fire hydrants. There were 200 ground valves exercised, 34 fire hydrants flushed, 4 Cla-Val valves were serviced, and 20 air release valves inspected.

Fleet and Facility Maintenance

All District buildings continue to be cleaned and disinfected weekly, Tuesday through Friday, by our janitorial company. Disinfection is completed four times a week and janitorial services are completed twice a week. Building maintenance continues at District facilities such as the Administration Building and Corp Yard. Maintenance includes light replacements, smoke detector battery replacements, and flagpole repairs. Staff tests the standby generators as part of our monthly maintenance program. This testing ensures the generators are ready when needed.

The District continues to utilize Southern California Fleet Services for maintenance and repairs of District vehicles and equipment. Below is a listing of services provided in the month of April;

- Unit 381 - Shift cable replaced,

- Skip loader - hydraulic leaks were repaired,
- Backhoe - hydraulic leak was repaired,
- Unit 365 - rear brakes were replaced,
- Unit 360 - replaced primary and secondary fuel filters and fuel solenoid, and
- Unit 410 had tires replaced.

Wastewater

Staff spent a combined 504-man hours performing routine plant maintenance, equipment maintenance and plant operations at the Horton and Desert Crest plants during the month. Also during that timeframe, staff spent 270-man hours operating the sludge belt filter press, filling and removing 13 trailers of sludge from the Horton and Desert Crest Plants.

The following table shows the average daily flow and peak daily flow for the Horton and Desert Crest Plants.

WASTEWATER FLOW MGD				
2020/21	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	2.069268	2.140825	0.047916	0.079010
Aug.	2.135828	2.274566	0.053795	0.070420
Sep.	2.003417	2.121446	0.046861	0.077790
Oct.	1.964716	2.100928	0.043720	0.049600
Nov.	1.928082	2.082209	0.046171	0.051750
Dec.	1.750513	2.074777	0.044951	0.050380
Jan.	1.846818	2.018006	0.045299	0.050610
Feb.	1.889826	2.253275	0.043718	0.048950
Mar.	1.859783	2.040589	0.043382	0.048920
Apr.	1.897411	2.111914	0.040257	0.060120
May				
June				

Additional wastewater flow information is provided in Appendix C.

Staff collected 33 samples and spent 40-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both plants are producing an effluent that meets the District discharge requirement. Wastewater staff along with Engineering staff will soon begin working on a Cloth Media Filter CIP project to help better the effluent leaving the process at Horton WWTP.

With all teams and staff now back in the office, the Wastewater Department has continued the seven-day week operation. We transitioned back to the 9/80 schedule on 4/2/2021

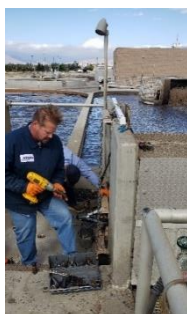
and available staff is all working together. We have managed to continue working a 7 day a week operation by having the standby person work Saturday and Sunday and then affording them the day off Monday and Tuesday if they choose.

No SSOs occurred in the collection system. No problems occurred at the Dos Palmas Lift Station. The operators continued to visit the site each day (Monday thru Friday) to check proper pump operation, ensure the SCADA system is working properly, and checking site security.

Staff continues to pull the influent pumps due to ragging of “flushable wipes” as needed on a weekly basis, including weekends. Pumping GPM and Hz on the pumps are checked daily to ensure pumps do not need to be pulled out more frequently.



The percolation ponds at the Horton Plant remain close to capacity. Horton WWTP continues to have ongoing issues with its percolation ponds. Last month staff brought Landmark Consulting to evaluate the ponds and determine a game plan to assist the District in the percolation process. Landmark was able to sample from ponds #3 and #4. We have received a preliminary and are awaiting final results and recommendations. The temporary holding basin was drained and cleaned two times in April. The department has utilized this to aid in the draining of ponds #3 and #6 this month.



The Horton Plant experienced a few minor equipment failures this month. Aeration brush #4 had the gear reducer box and a bearing replaced.



Through continued develop in the Desert Hot Springs area and at the request of new consumers, sanitary services are always being added to the collection system. Below is a summary of new sanitary service connections added each month.

	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16
July	8	7	9	51	2	1
Aug.	4	1	8	53	2	4
Sep.	5	2	12	8	11	2
Oct.	9	4	8	12	4	21
Nov.	50	10	9	7	7	1
Dec.	9	3	3	64	1	0
Jan.	21	7	1	16	8	3
Feb.	23	5	1	42	0	3
Mar.	48	1	0	23	5	0
Apr.	18	3	3	15	30	0
May		11	3	20	45	7
June		7	3	6	70	4
Annual Total	195	61	60	317	185	46

Additional sanitary service connection information is provided in Appendix B.

Water Production

Staff collected 45 routine samples, 6 general physical samples, and uranium samples at Well 26A for analysis this month. Staff has been taking turns on the sampling rotation. Water Production has been assisting Engineering in coordinating their new construction sample pickups with the lab.



Staff conducted monthly chlorine pump & injector maintenance. Part of the maintenance program includes inspection of the chlorine pumps, chlorine injectors, and chlorine barrels on a monthly basis. Staff continues the deep cleaning maintenance of our chlorine barrels, and continue making their way through the system. Staff has began to change out all chlorine injection pumps throughout the District.



Staff sounded water levels for 13 production wells and nine monitoring wells. Staff usually strives to get soundings done early in the month and conduct other maintenance for the month after the soundings are completed. Staff has assigned sites; however, they will help each other with soundings if needed to get these done early in the month.

Staff conducted the overflow maintenance of 19th St. Reservoir on April 1st. This maintenance is conducted monthly and reported on our water loss report.

Water Production staff completed several site-specific activities in April. A highlight of those activities are below;

- Well 34 - electrical work and VFD blower fan
- Well 26 – 6" Cla-Val replaced as well as replaced the level transducer at Little Morongo Reservoir
- Terrace and Two Bunch Reservoirs - removal of the gateway equipment
- Gateway Reservoir - monthly fire pump test
- Little Morongo Reservoir - electrical wiring replaced inside of the electrical panel and repaired a damaged roof vent that was broken due to the wind
- Well 33 Solar Site – routine maintenance where the system produced 208,568 kilowatt hours, which is within 88% of expected energy output
- Airport Well – working with Red Hawk Services (apparent low bidder) to repair/replace perimeter fencing



Through continued develop in the Desert Hot Springs area and at the request of new consumers, water services are always being added. Below is a summary of new water services added each month. The total water connections in the District system are currently 13,102.

New Water Services added Monthly

	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16
July	7	4	5	7	2	0
August	6	10	5	3	2	2
September	18	2	14	4	13	3
October	13	3	21	8	3	20
November	10	16	4	0	7	3
December	2	17	3	3	2	0
January	15	6	3	20	1	1
February	13	8	5	11	1	0
March	16	2	3	6	5	0
April	11	1	3	7	11	2
May		12	5	11	9	8
June		11	2	8	2	10
Annual Total	111	92	73	88	58	49
Avg./ Mo.	9.25	7.67	6.08	7.33	4.83	4.08

As expected, the new water services increase the amount of water needed to be pumped; however, the weather and water conservation continue to be the primary factor in MSWD water production. Below is a summary of MSWD water production for each month since FY 2016.

Monthly Water Production

	FY 2020/21	Variance from prior year		FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16
	AF	AF	%	AF	AF	AF	AF	AF
July	857.77	4.54	0.5%	853.23	857.20	835.87	714.50	659.11
August	885.31	90.13	11.3%	795.18	806.47	829.93	808.54	706.62
September	784.80	27.72	3.7%	757.08	689.47	712.40	679.54	657.37
October	755.84	46.45	6.5%	709.39	709.81	733.86	678.33	575.86
November	690.13	70.26	11.3%	619.87	631.75	642.41	601.89	582.22
December	588.32	51.09	9.5%	537.23	502.16	584.24	520.63	503.10
January	537.96	-15.24	-2.8%	553.20	570.20	599.52	465.10	431.38
February	495.61	-25.24	-4.8%	520.85	415.49	512.79	453.39	483.92
March	625.80	68.07	12.2%	557.73	490.92	536.09	549.50	514.05
April	649.34	76.32	13.3%	573.02	635.08	644.06	540.56	502.36
May		0.00	0.0%	698.99	598.36	697.15	731.81	601.83
June		0.00	0.0%	806.02	710.39	688.74	732.68	685.93
TOTAL	6870.88	394.10	6.1%	7981.79	7617.30	8017.06	7476.47	6,903.75

Water Resources

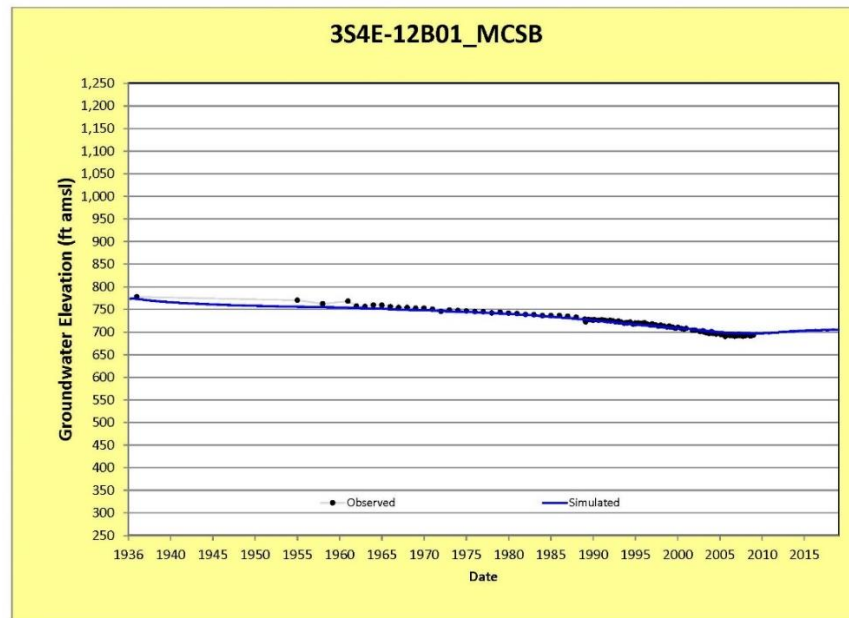
Below is a list of water resources related actives for the prior month:

Integrated Regional Management (IRWM)/Coachella Valley Regional Water Management Group (CVRWMG)

- Staff and consultant (TKE Engineering) completed the quarterly reports and invoices for reimbursement for all three active grants (Prop. 84 Round 4 Implementation, Prop 1 Disadvantaged Community Involvement, and Prop 1 Round 1 Implementation).

Mission Creek Subbasin SGMA and 2022 Alternative Plan Update

- Staff and consultants (TKE Engineering and EnviroLogic Resources) completed review and comment on the model forecasting scenarios and future projects, including the timing of recycled water development and recharge implementation for the model forecast.
 - Below is a sample hydrograph that shows the historical groundwater levels (Black) and the simulated model (Blue). As shown the model is well calibrated.



- Staff and consultants (TKE Engineering and EnviroLogic Resources) are coordinating with the City of Desert Hot Springs on SGMA and the Alternative Plan Update process/details.
- Staff and consultants (TKE Engineering and EnviroLogic Resources) are now focused on determining the basin Sustainable Management Criteria and selection of “key wells” that will be used to monitor sustainability.
- The next Public Workshop is scheduled for May 11 at 2:30 PM.

San Geronio Pass Subbasin SGMA and 2022 Groundwater Sustainability Plan

- Staff and consultants (TKE Engineering and EnviroLogic Resources) continued to focus on determining the basin Sustainable Management Criteria and selection of “key wells” that will be used to monitor sustainability.

Indio Subbasin 2022 Alternative Plan Update

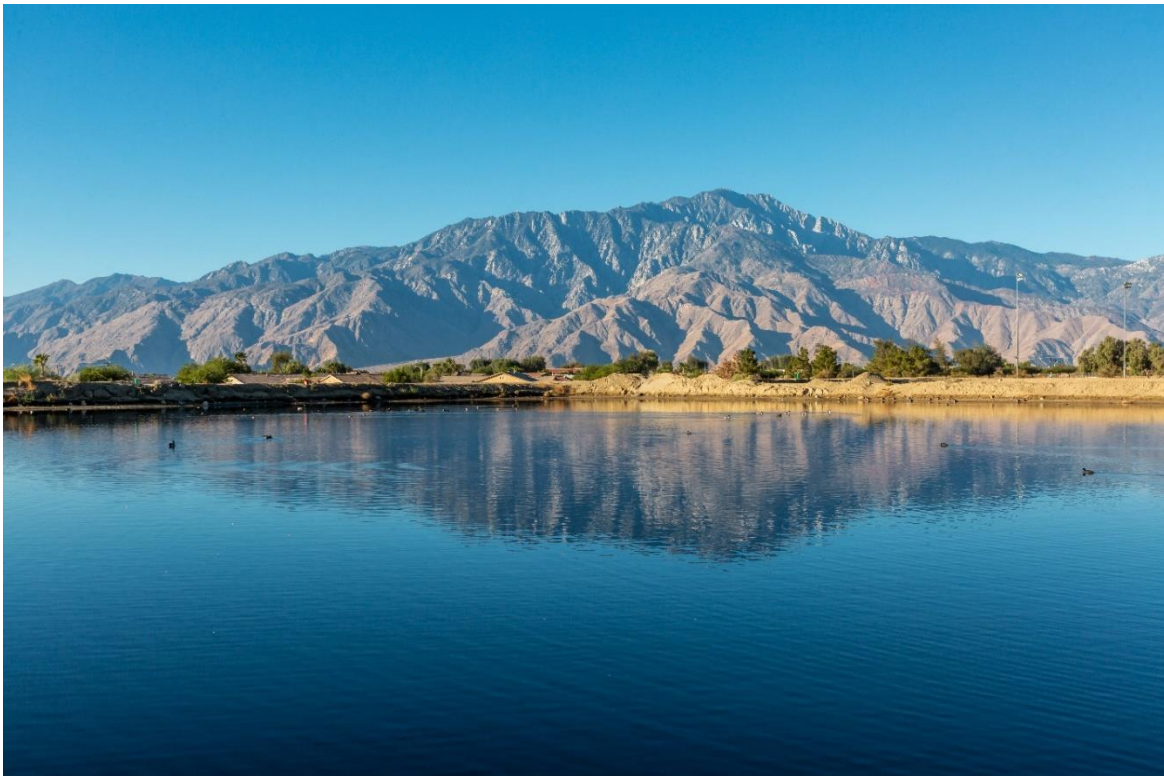
- Staff plans to attend Public Workshop No. 5 on May 19th at 2 PM.

Salt and Nutrient Management Plan (SNMP)

- The consultant (West Yost) completed the final draft CV-SNMP Update Workplan and submitted it to the Regional Board for review and comment.
- A Public Workshop is scheduled with the Regional Board on May 25th at 9 AM.

2020 Regional Urban Water Management Plan (UWMP)

- Staff and consultant (TKE Engineering) completed review and comment on the draft Regional chapters and the draft Water Shortage Contingency Plan. Staff expects to present the revised Water Shortage Contingency Plan to the Board in May.
- Staff and consultant (TKE Engineering) are continuing to review and comment of the remaining UWMP sections as they become available.
- The Public Draft UWMP is expected by May 25th and will be brought to the Board for consideration in June.



PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

Past Events

Paradise Liquor Ribbon Cutting - Thursday, April 8, 2021: MSWD Attendance Ivan Sewell and Victoria Llor



29th Senior Inspiration Awards - Saturday, April 28, 2021, aired on NBC Palm Springs: This event is put on by Riverside County Supervisor Manuel Perez' Office, honoring 11 senior volunteers who give back to their communities. MSWD was an event sponsor in 2020; as the even was cancelled in March 2020 because of COVID, all sponsorships and honorees remained the same for 2021. The Desert Hot Springs Honoree was Courtney Moe.

SENIOR INSPIRATION AWARDS
29th Annual
SATURDAY, APRIL 24 AT 3:00PM
ON NBC PALM SPRINGS
2020 & 2021 Honorees:

 Carole Sanfilippo City of Cathedral City	 Eduardo Diaz City of Coachella	 Courtney Moe City of Desert Hot Springs	 Linda Blank City of Indian Wells	 Maureen Boren City of Indio	 Jeff Smith City of La Quinta
 Herbert Temple City of Palm Desert	 Jack Schreckengost City of Palm Springs	 Robert Schwarz City of Rancho Mirage	 Judy Bowlin County of Riverside	 Ernestina Salas County of Riverside	

Sponsors:

MSWD, BURTEC, EDA, RAP FOUNDATION, SoCalGas, EISENHOWER HEALTH, FOREST LAWN, GRANITE, CHANDI GROUP, CSUSB, CHANDI GROUP, California Alliance for Renewable Energy Solutions, DESERT CARE NETWORK, SunLine

Upcoming Events

- Inaugural United Way Golf Classic, Saturday May 1, 2021
- Greater Coachella Valley Chamber of Commerce Invitational, Monday, May 10, 2021

If any other events occur throughout the month, they will be communicated either from the PR team or Dori Petee.

Outreach

CV Water Counts: The CV Water Counts Outreach report for the month of April can be found in Appendix C. Next CV Water Counts meeting: May 18th at 2:30 pm

MSWD Digital Advertising report for month of April can be found in Appendix C. This includes the two types of ads we are running on Google and Facebook as well as website analytics.

- Google – 3 total ads: Indoor Conservation Kit, Toilet Rebate, and Here for You Value Campaign
- Facebook/Instagram – 3 total ads: Indoor Conservation Kit, Toilet Rebate, Bill Assistance/Here for You Campaign/ Targeted Page Like Campaign highlighting Tour Video

MSWD Social Media Report for month of April can be found in Appendix C. This report highlights Facebook, Twitter and Instagram posts.

Conservation

Seven (7) toilet rebates were processed in April, totaling approximately \$700 in incentives for customers to replace less efficient toilets. The public affairs (PA) team continues to rebate programs on social media, including boosted posts and digital ads. We have received an inquiry from Desert Cove for 30 toilets, status pending. As businesses (i.e. hotels and others) begin to reopen, our hope is that commercial customers will also be interested in the program.

As we start having warmer weather, the PA team has advertised Indoor Conservation Kits on social platforms and on the website. Multiple digital and Facebook ads have really garnered more interest in the Indoor Conservation kits. In the month of April, a total of 12 kits were requested by customers, with a total of 52 kits mailed since the program began in January. The digital ads will continue running. The request for kits has also been logged in each customer account. If a customer calls in with high consumption, the Customer Service team is aware to check the customer account and to offer a kit to be sent, if one has not already been received.

Government Affairs

The Public Affairs staff attended the monthly Desert Valley Builders Association (DVBA) Legislative Meeting with Vice President Martin on April 1, 2021. This meeting is attended by representative of each 9 cities and representatives from state, federal and county elected offices. The next meeting is scheduled for Thursday, May 6th.

The State Assembly Water, Parks and Wildlife Committee chaired by Asm. Garcia will be held on May 5, 2021. The information hearing is titled "Is California Prepared for Another Drought?"

The Riverside County Water Task Force will be meeting on May 6, 2021 to discuss the impact of customer arrears due to the COVID-19 Pandemic on water agencies.

Miscellaneous

MSWD provided a contribution towards the American Outreach Foundation's services within our service area. AOF provides electric wheelchairs and service calls to veterans and low-income seniors throughout the Coachella Valley. They sent over a "thank you" collage of some of their recipients within the DHS area.



Water Bottle Program

Date Supplied	Requests Filled	Event or Purpose	# Cases Requested
4/17/2021	DHS Women's Club event	Raffle prizes	2
4/22/2021	DHS Little League	Opening Day	10
4/22/2021	DHS Elks Lodge	Charity Golf Tournament	5
		Total Cases	17

Reporting for the State Water Resources Control Board

The monthly water use reported to the SWRCB is attached in Appendix C.

APPENDIX A - Federal Update from Carpi & Clay

Mission Springs Water District Federal Update

April 30, 2021

President Biden Releases FY22 ‘Skinny’ Budget

President Biden has released his FY 2022 budget blueprint to Congress and plans to follow up with a full, detailed budget later this spring. During transitions between administrations, the new administration often uses this skinny budget/full budget two-step approach to provide the new administration with a bit of a grace period to insert broad policy priorities into the annual budget document. But as with any budget proposal under any administration, the budget proposal is just a starting point. It will be up to Congress to set the spending levels for federal agencies and departments through the FY22 appropriations process. Some important funding provisions include:

Department of the Interior

- The President’s budget proposal provides \$17.4 billion for the Department of the Interior, representing an increase of \$2.4 billion above the Fiscal Year 2021 enacted level.

Environmental Protection Agency

- The President’s budget proposal would provide \$11.2 billion for EPA, representing an increase of a \$2 billion above the Fiscal Year 2021 enacted level. Specifically on the issue of water, the proposal includes the following language:
 - Invests in Critical Water Infrastructure and Creates Jobs. The discretionary request provides a total of \$3.6 billion for water infrastructure, an increase of \$625 million over the 2021 enacted level. These funds could be used to advance water infrastructure improvement efforts for community water systems, schools, and households, such as repairing up to 180,000 septic systems, as well as broader efforts to improve drinking water and wastewater infrastructure while creating good-paying construction jobs across the Nation and in tribal communities.
 - Tackles Per- and Polyfluoroalkyl Substances (PFAS) Pollution. PFAS are a set of man-made chemicals that threaten the health and safety of communities across the Nation, disproportionately impacting historically disadvantaged communities. As part of the President’s commitment to tackling PFAS pollution, the discretionary request provides approximately \$75 million to accelerate toxicity studies and research to inform the regulatory development of designating PFAS as hazardous substances and setting enforceable limits for

PFAS under the Safe Drinking Water Act. This funding would also provide grants for technical assistance as State and local governments deal with PFAS contamination.

The full request can be found [HERE](#).

2020 Census Results Announced

Initially delayed due to COVID-19 limitations, the 2020 census results were delivered to President Biden on April 26. The survey stats reflect that the resident country population was 331,449,281 on April 1, 2020, an increase of 7.4% from 2010 levels. Due to changes in state level demographics, several modifications will be made for apportionment of Congressional seats. As a result of the changes, Texas will gain 2 seats in the House of Representatives, and Florida, Colorado, Montana, North Carolina, and Oregon will gain one seat. California, Illinois, Maine, New York, Pennsylvania, West Virginia, and Ohio will all lose one seat.

Feinstein STREAM Act Legislation

Senator Feinstein is working to introduce legislation to address western water needs. Her draft bill is currently titled the “Support To Hydrate the Environment, Agriculture and Municipalities Act” (STREAM Act) and would:

- Authorize the following funding:
 - \$750 million for groundwater and surface storage projects and conveyance
 - \$250 million for water recycling projects
 - \$250 million in environmental funding, including \$150 million for competitive grants for habitat restoration
 - \$100 million in desalination funding
 - \$100 million for drinking water assistance to disadvantaged communities
 - \$50 million for natural water retention and release projects
 - \$150 million for loans at 30-year Treasury rate for water supply projects (RIFIA)
- Expedite water recycling, desalination, and non-federal storage projects with less than \$250 million in federal funding by allowing Interior to approve projects
- Require Congressional approval of federal storage projects and non-federal storage projects with over \$250 million in federal funding. Shortens timeline for Congressional approval of these projects through a “Reclamation WRDA” process.
- Promote multi-benefit storage projects with environmental as well as water supply benefits, while expediting project review times consistent with environmental laws.
- Include provisions from the House-passed HR 2 last Congress authorizing Reclamation assistance to disadvantaged communities without adequate drinking water.

Senator Feinstein is planning on introducing this legislation in the coming weeks, with the hope of it being part of the broader infrastructure negotiations.

Administration Nominations and Personnel

During March, President Biden successfully confirmed his full core Cabinet. His Administration nominated and confirmed other important officials during April, including:

Department of the Interior	Tanya Trujillo nominated to serve as the Assistant Secretary for the Office of Water and Science
Environmental Protection Agency	Janet McCabe confirmed by Senate and sworn in on April 29 as EPA Deputy Administrator Radhika Fox nominated to serve as the Assistant Secretary for Water
Federal Emergency Management Agency	Deanne Criswell confirmed by Senate and sworn in on April 26 as FEMA Administrator

A Look Ahead: Meeting the Memorial Day Deadline

Since the announcement of the Biden-Harris infrastructure package, the “American Jobs Plan”, the elements of the proposal have been heavily debated. A group of Senate Republicans released a \$568 billion infrastructure framework. Additionally, a bipartisan group of Members in the Problem Solvers Caucus also unveiled their own recommendations – both contained many distinctions from the Biden offered proposal. With large differences in the size of the packages, disagreement on the dollar amount and tax provisions, uncertainty in passing Senate parliamentary standards, and lukewarm support from moderate Democrat Senators, many questions need to be answered before the Memorial Day deadline that Democrats have given themselves to officially markup the package. Whether the official American Jobs Plan is altered drastically or not, we can expect to see meaningful movement late in May.

Federal Grant Opportunities/Announcements

EPA Sewer Overflow and Stormwater Reuse Municipal Grant Program. The Environmental Protection Agency (EPA) has announced the availability of \$67 million in funding under the new Sewer Overflow Stormwater Reuse Management Grant program. This grant program will provide states and tribes funding for critical overflow and stormwater infrastructure projects in communities.

Reclamation WIIN Title XVI Water Recycling and Reuse Program. The Bureau of Reclamation is now accepting application for the WIIN Title XVI Water Recycling and Reuse Grant Program. Applications are due April 23, 2021. More information can be found [HERE](#).

Reclamation WIIN Desalination Program. The Bureau of Reclamation is now accepting application for the WIIN Desalination Grant Program. Applications are due April 23, 2021. More information can be found [HERE](#).

Federal Agency Regulatory Announcements

EPA Announces Creation of New PFAS Council. Announced by EPA Administrator Regan, the council will focus on building on EPA's ongoing work to better understand and ultimately reduce the potential risks caused by these chemicals. Radhika Fox, Principal Deputy Assistant Administrator in the Office of Water, was named as one of the council co-chairs.

Bureau of Reclamation Transmits First Asset Management Report to Congress. Required by the Transparency Act, the Bureau of Reclamation recently provided Congress with a detailed assessment of major rehabilitation and replacement (MR&R) needs, categorization of the importance of these repair needs, and regular reporting of information related to Reclamation's investments in infrastructure. The full report can be accessed [HERE](#).

White House Launches Drought Relief Working Group. The Biden-Harris administration recently announced the formation of an Interagency Working Group to address worsening drought conditions and ongoing water shortages, particularly in the Western United States. The Working Group will be co-chaired by the Departments of the Interior and Agriculture and will work in partnership with state, local, and Tribal governments. The full announcement can be found [HERE](#).

OCS Launches Low-Income Household Water Assistance Program Webpage. The Office of Community Services has created a webpage for the Low-Income Household Water Assistance Program (LIHWAP) which can be found [HERE](#).

Reclamation Releases 2021 SECURE Water Act Report Supporting Information. The Bureau of Reclamation has released the final technical reports supporting the Water Reliability in the West - 2021 SECURE Water Act Report. Reclamation's 2021 West-Wide Climate and Hydrology Assessment and seven individual basin reports provide detailed information on climate change impacts and adaptation strategies to increase water supply reliability in the West. A new 2021 SECURE Report Web Portal is also available. To coincide with the release of this document, Reclamation is hosting a series of webinars to discuss in further detail each of the basins. A link to sign-up for the webinars can be found [HERE](#).

EPA Announces Listening Session on Lead and Copper Rule. The EPA has announced upcoming public listening sessions and roundtables to ensure that communities and stakeholders can provide their perspectives on protections from lead in drinking water. The goal of public engagement is to obtain further input on EPA's Lead and Copper Rule Revisions

(LCRR), including from individuals and communities that are most at-risk of exposure to lead in drinking water. More information about the listening sessions can be found [HERE](#).

APPENDIX B – Wastewater and Water Production Tables

WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11
July	8	7	9	51	2	1	139	2	0	0	4
Aug.	4	1	8	53	2	4	214	4	0	2	4
Sep.	5	2	12	8	11	2	90	2	1	0	0
Oct.	9	4	8	12	4	21	65	8	2	1	2
Nov.	50	10	9	7	7	1	52	18	7	3	2
Dec.	9	3	3	64	1	0	86	22	11	2	0
Jan.	21	7	1	16	8	3	27	3	11	1	3
Feb.	23	5	1	42	0	3	5	46	6	1	2
Mar.	48	1	0	23	5	0	31	16	2	1	16
Apr.	18	3	3	15	30	0	8	95	14	3	11
May		11	3	20	45	7	13	98	3	2	6
June		7	3	6	70	4	4	72	2	0	3
Annual Total	195	61	60	317	185	46	734	386	59	16	53

Connections to Sewer Collection System:
 As of June 30, 2020 8234
 Plus YTD 195
Total Sewer Connections = 8429

WASTEWATER FLOW MGD			
	HORTON PLANT		DESERT CREST
	Avg. Daily Flow	Peak 24 hr. Flow	Peak 24 hr. Flow
2019/20			
July	1.893400	1.976753	0.035005
Aug.	1.939618	2.075061	0.044118
Sep.	1.938945	2.103750	0.047067
Oct.	1.960259	2.128060	0.044138
Nov.	1.974733	2.167597	0.048817
Dec.	1.950048	2.087114	0.055636
Jan.	1.942426	2.079006	0.054299
Feb.	1.993778	2.141232	0.048580
Mar.	2.007461	2.111940	0.046409
Apr.	1.985816	2.079129	0.044385
May	2.010753	2.090775	0.042464
June	2.076213	2.147513	0.036850

WASTEWATER FLOW MGD			
2020/21	HORTON PLANT		DESERT CREST
	Avg. Daily Flow	Peak 24 hr. Flow	Peak 24 hr. Flow
July	2.069268	2.140825	0.047916
Aug.	2.135828	2.274566	0.053795
Sep.	2.003417	2.121446	0.046861
Oct.	1.964716	2.100928	0.043720
Nov.	1.928082	2.082209	0.046171
Dec.	1.750513	2.074777	0.044951
Jan.	1.846818	2.018006	0.045299
Feb.	1.889826	2.253275	0.043718
Mar.	1.859783	2.040589	0.043382
Apr.	1.897411	2.111914	0.040257
May			
June			

WATER REPORT

WATER CONNECTION SUMMARY														
	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11	2009/10	2008/09	2007/08
July	7	4	5	7	2	0	0	1	0	0	0	1	2	10
August	6	10	5	3	2	2	0	1	0	0	2	1	2	35
September	18	2	14	4	13	3	0	2	2	0	0	1	0	37
October	13	3	21	8	3	20	0	5	1	1	4	2	1	23
November	10	16	4	0	7	3	0	1	0	1	1	5	1	52
December	2	17	3	20	2	0	0	2	0	0	0	0	2	14
January	15	6	3	3	1	1	2	2	0	0	1	1	9	5
February	13	8	5	11	1	0	1	0	1	0	0	1	2	3
March	16	2	3	6	5	0	12	0	0	4	5	0	4	6
April	11	1	3	7	11	2	7	0	1	4	1	12	2	3
May		12	5	11	9	8	2	0	1	2	0	0	0	9
June		11	2	8	2	10	1	0	0	0	1	1	0	1
Annual Total	111	92	73	88	58	49	25	14	6	12	15	25	25	198
Avg./Mo.	9.25	7.67	6.08	7.33	4.83	4.08	2.08	1.17	0.50	1.00	1.25	2.08	2.08	16.50

Connections to Water System:

As of June 30, 2020 12,991
 Plus YTD 111
Total Water Connections = 13,102

WATER PRODUCTION													
	FY 2020/21	Variance from prior year	FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16	FY 2014/15	FY 2013/14	FY 2012/13	FY 2011/12	FY 2010/11	FY 2009/10
	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
		%											
July	857.77	4.54	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49	902.71	993.6
August	885.31	90.13	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02	964.34	985.57
September	784.80	27.72	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46	896.27	887.41
October	755.84	46.45	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71	701.93	777.33
November	690.13	70.26	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77	709.98	706.01
December	588.32	51.09	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27	548.09	596.82
January	537.96	-15.24	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19	545.04	533.76
February	495.61	-25.24	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24	486.57	487.33
March	625.80	68.07	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70	575.84	667.31
April	649.34	76.32	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93	626.37	668.15
May		0.00	698.99	598.36	697.15	731.81	601.83	590.28	708.18	786.79	763.12	758.58	671.41
June		0.00	806.02	710.39	688.74	732.68	685.93	706.34	812.96	780.86	794.00	839.98	902.79
TOTAL	6870.88	394.10	7981.79	7617.30	8017.06	7476.47	6,903.75	7,798.69	8,385.66	8,458.99	8,607.90	8,555.70	8,877.49

APPENDIX C – Public Affairs Information



CVWC Digital Marketing Report

Website, Social, and Marketing Performance

April, 2021

by Hunter | Johnsen

Google Ads Campaigns

 **IMPRESSIONS**
CV WATER COUNTS

116,954

 **CLICKS**
CV WATER COUNTS

1,339

 **CTR**
CV WATER COUNTS

1.14%


 **GOOGLE ADS CAMPAIGN PERFORMANCE**
CV WATER COUNTS

Ad group	Campaign	Clicks	Impr.
CVWC Pledge to Save	CV Water Counts April 2021	641	75,000
CV Wat Counts Pollinator Spanish	CV Water Counts April 2021 Spanish	470	18,506
CVWC Pollinator	CV Water Counts April 2021	83	16,777
CVWC Pledge to Save Spanish	CV Water Counts April 2021 Spanish	145	6,671
		1,339	116,954

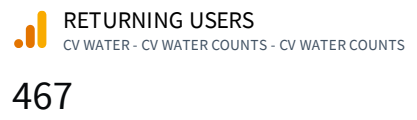


Facebook Ad Campaigns

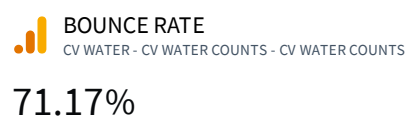
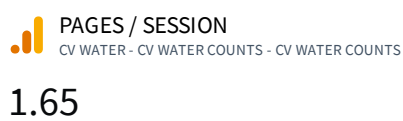
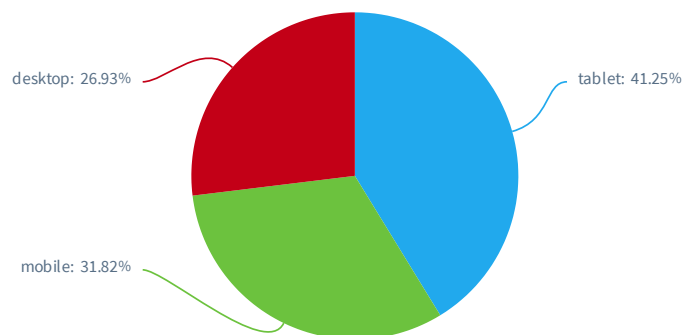
FACEBOOK AD PERFORMANCE
HUNTER JOHNSEN

Ad preview	Clicks	Impr.	Reach	Frequency	Page engagement
 <p>Pledge to Make Earth Day Count with 10 ... Every April, Earth Day is an opportunity to think about & reduce our footprint on the environment. With a statewide drought on the horizon, it's a great time to push yourself to think about your water use. Here are ten ways you can pledge to save.</p> <p>https://cvwatercounts.com/pledge-to-make-earth-day-count-with-10-ways-to-save/</p>	118	7,611	5,168	1.47	75
	118	7,611	5,168	1.47	75

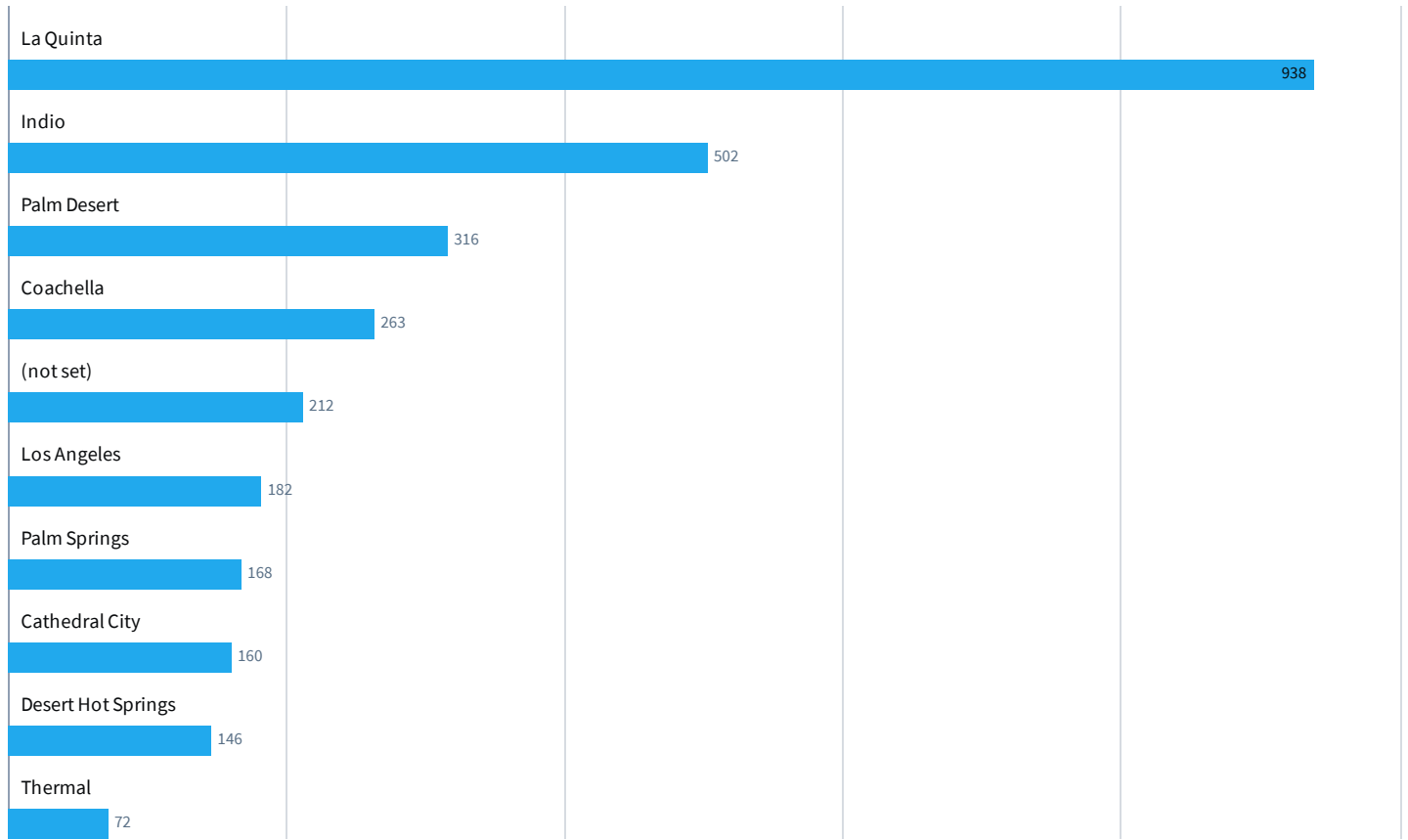
Website Information



Page path	Pageviews
/	1,059
/pledge-to-make-earth-day-count-with-10-ways-to-save/	1,039
/create-a-pollinator-garden-at-home/	742
/water-map/	137
/take-the-pledge-to-conserve-water-for-your-new-years-resolution/	88
/about/	78
/learn/	77
/drought-irrigation-guide/	62
/save-water-pledge/	61
/rebates/	60
	4,353



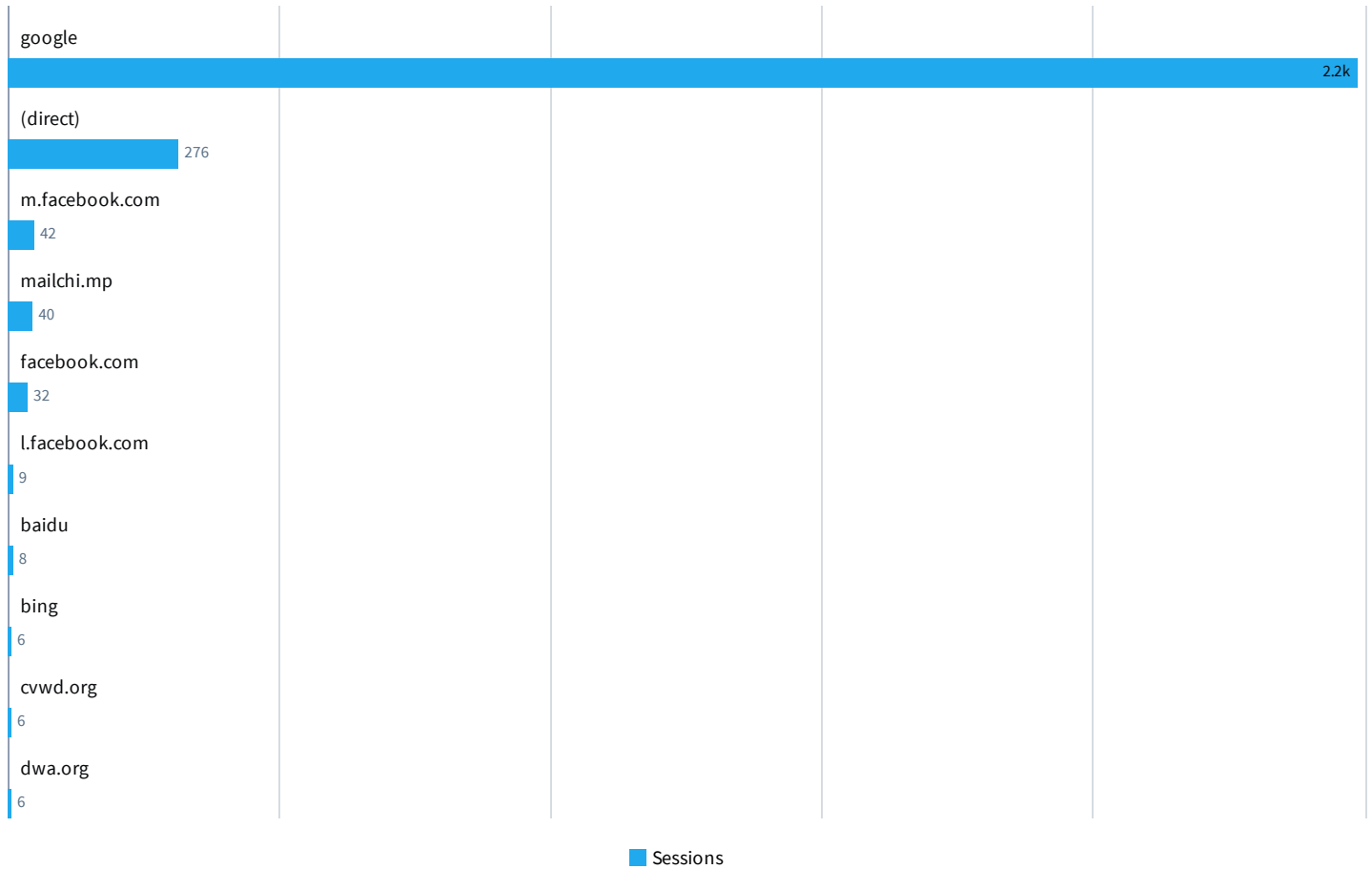
PAGEVIEWS BY CITY
CV WATER - CV WATER COUNTS - CV WATER COUNTS



■ Pageviews

Item 20.

USER REFERRERS
CV WATER - CV WATER COUNTS - CV WATER COUNTS



HISTORY
PAST 13 MONTHS: CV WATER - CV WATER COUNTS - CV WATER COUNTS

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
April 2021	2,640	1,820	4,353	1.65	48s	71.17%	63.98%
March 2021	2,899	2,108	4,617	1.59	52s	74.2%	68.4%
February 2021	2,304	1,604	3,576	1.55	1m 9s	79.86%	66.49%
January 2021	2,417	1,858	3,210	1.33	47s	85.64%	74.1%
December 2020	1,815	1,290	2,416	1.33	43s	83.31%	67.88%
November 2020	1,188	871	2,126	1.79	1m 35s	79.88%	69.11%
October 2020	2,592	1,912	3,308	1.28	40s	86.65%	70.45%
September 2020	2,426	1,711	3,023	1.25	39s	86.44%	66.41%
August 2020	4,077	3,299	5,282	1.3	31s	86.36%	78.51%
July 2020	4,077	2,640	5,175	1.27	25s	86.83%	59.75%
June 2020	3,379	2,255	4,390	1.3	29s	86.65%	62.3%
May 2020	4,726	3,193	5,744	1.22	22s	88.89%	65.13%
	37,991	26,060	51,635	1.36	39s	83.79%	67.76%

Item 20.

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
April 2020	3,451	2,491	4,415	1.28	34s	84%	70.68%
	37,991	26,060	51,635	1.36	39s	83.79%	67.76%

Organic Search

TOP KEYWORDS CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
conserve	20,216	0	0%	7.18
conserve water	7,850	1	0.01%	1.64
lake cahuilla	912	0	0%	8.53
water pledge	827	4	0.48%	5.83
lantana ground cover	377	1	0.27%	13.04
cv water	332	3	0.9%	6.5
indio car wash	318	0	0%	13.08
every drop counts	313	0	0%	3.9
dalea greggii	239	0	0%	1
what would happen if you didn't drink water	234	5	2.14%	9.22
	31,618	14	0.04%	6.99

TOP PAGES CVWATERCOUNTS.COM/

Page	Impr.	Clicks	CTR	Avg. position
https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/	30,183	5	0.02%	5.56
https://cvwatercounts.com/save-water-pledge/	2,474	28	1.13%	5.51
https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/	2,045	1	0.05%	21.57
https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/	1,214	0	0%	10.93
https://cvwatercounts.com/what-would-happen-if-you-didnt-drink-water/	1,082	22	2.03%	11.26
https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevideensis/	604	1	0.17%	28.43
https://cvwatercounts.com/	535	14	2.62%	13.49
https://cvwatercounts.com/two-dozens-vegetables-to-plant-by-mid-october-in-palm-springs-and-the-coachella-valley/	368	9	2.45%	17.81
https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/every-drop-counts/	350	1	0.29%	3.91
https://cvwatercounts.com/plant-of-the-month-trailing-dalea-dalea-greggii/	341	2	0.59%	1.45
	39,196	83	0.21%	11.99

Facebook Information

f IMPRESSIONS
CV WATER COUNTS

9,094

f REACH
CV WATER COUNTS

5,769

f NEW PAGE LIKES
CV WATER COUNTS

5

f ENGAGED USERS
CV WATER COUNTS

145





f PAGE VIEWS
CV WATER COUNTS

91



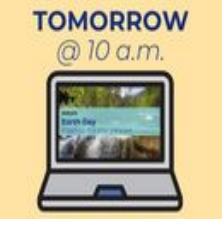
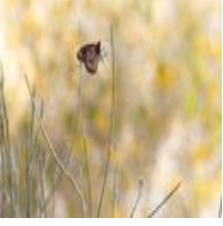


f LIFETIME PAGE LIKES
CV WATER COUNTS

4,012







f POSTS
CV WATER COUNTS

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
	April 30, 2021	18	0	0%	0	0
 <p>Store a water pitcher i...</p>	April 28, 2021	48	0	0%	0	0
<p>CV Water Counts upda...</p>	April 26, 2021	38	0	0%	0	0
 <p>Desert Water Agency w...</p>	April 26, 2021	44	2	5%	2	0
 <p>Together, we can all he...</p>	April 25, 2021	60	3	5%	2	0
		6,542	153	2%	39	0

Item 20.




Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Every April, Earth Day i...</p>	April 22, 2021	5,497	110	2%	14	0
 <p>Install water aerators ...</p>	April 21, 2021	50	3	6%	3	0
 <p>Join us for the Earth D...</p>	April 21, 2021	45	2	4%	2	0
	April 20, 2021	53	3	6%	3	0
 <p>Slopes can be challeng...</p>	April 19, 2021	50	1	2%	1	0
 <p>If you or someone you...</p>	April 16, 2021	50	1	2%	1	0
		6,542	153	2%	39	0

Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>CV Water Counts is wit...</p>	April 16, 2021	76	6	8%	5	0
 <p>Consider buying a dual...</p>	April 14, 2021	59	1	2%	1	0
 <p>Spring is the perfect ti...</p>	April 10, 2021	56	0	0%	0	0
	April 9, 2021	87	15	17%	1	0
 <p>One load of laundry ca...</p>	April 7, 2021	58	0	0%	0	0
 <p>Now that Spring has sp...</p>	April 3, 2021	52	0	0%	0	0

6,542 153 2% 39 0

Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>CV Water Counts is wit...</p>	April 1, 2021	60	5	8%	4	0
 <p>CV Water Counts upda...</p>	April 1, 2021	49	0	0%	0	0
 <p>Happy April Fools' Day...</p>	April 1, 2021	39	0	0%	0	0
		6,542	153	2%	39	0

Instagram Information

 **IMPRESSIONS**
CV WATER COUNTS

444

 **LIKES**
CV WATER COUNTS

15

 **FOLLOWERS (TOTAL)**
CV WATER COUNTS

201

 **MEDIA PERFORMANCE**
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
<p>Happy April Fools' Day...</p>	27	5	24	0	0
<p>Thank you 107.3 Mod-...</p>	25	4	23	0	0
<p>Thank you La Poderos...</p>	24	2	23	0	0
<p>Now that Spring has sp...</p>	23	4	22	0	0
	99	15	92	0	0

Twitter Information

Apr 2021 • 30 days

TWEET HIGHLIGHTS

Top Tweet earned 121 impressions

Install water aerators on your faucets. This will maintain water pressure, but cut your water usage in half. Like water-saving shower heads, water aerators don't cost much and are easy to install.

#WaterWiseWednesday

pic.twitter.com/CMV22VKv7o



♥ 1

Top media Tweet earned 120 impressions

Now that Spring has sprung, it's a good time to change your irrigation controller – or get a smart controller!

pic.twitter.com/Ov0iCZ2QpH



♥ 1

View Tweet activity

View all Tweet activity



APR 2021 SUMMARY

Tweets

13

Tweet impressions

1,765

Profile visits

42

New followers

-5

E-Blast Information

CAMPAIGN PERFORMANCE
CV WATER COUNTS

Campaign	Send Time	Emails Sent	Total Opens	Open Rate	Industry Open Rate	Total Clicks	Click Rate	Industry Click Rate	Hard Bounces	Unsubscribe Count
CV Water Counts April 2021	Wednesday, April 7, 2021 5:00 PM	367	295	42.51%	14.67%	49	7.63%	0.7%	1	1
		367	295	42.51%	14.67%	49	7.63%	0.7%	1	1



Digital Marketing Report

Website, Social, and Marketing Performance

April, 2021

Casey Dolan

Casey Dolan Consulting

Google Ads Campaigns

 **IMPRESSIONS**
MSWD


291,921

 **CLICKS**
MSWD

2,020






 **CTR**
MSWD

0.69%

 **GOOGLE ADS CAMPAIGN PERFORMANCE**
MSWD

Ad group	Campaign	Clicks	Impr.
Toilet Rebates	MSWD April 2021	921	125,945
Conservation Kits	MSWD April 2021	658	100,605
MSWD Value Mission	MSWD April 2021	441	65,371
		2,020	291,921

 **AD PERFORMANCE**
MSWD

Ad	Campaign	Impr.	Clicks	CTR
 <p>MSWD_Toilet Rebate_728x90.jpg 728 x 90 View full size image</p>	MSWD April 2021	68,270	433	0.63%
 <p>MSWD_Conservation_Kits_320x50.jpg 320 x 50 View full size image</p>	MSWD April 2021	60,721	285	0.47%
 <p>MSWD_Toilet_Rebate_320x50.jpg 320 x 50 View full size image</p>	MSWD April 2021	49,493	216	0.44%
 <p>MSWD_HereForYou_GoogleAds_320x50.jpg 320 x 50 View full size image</p>	MSWD April 2021	45,205	295	0.65%
 <p>MSWD_Conservation_Kits_728x90.jpg 728 x 90 View full size image</p>	MSWD April 2021	32,139	200	0.62%
		291,921	2,020	0.69%

Item 20.

Ad	Campaign	Impr.	Clicks	CTR
	MSWD April 2021	18,775	112	0.6%



MSWD_HereForYou_GoogleAds_728x90.jpg

728 x 90

[View full size image](#)



MSWD_Toilet Rebate_300x600.jpg

300 x 600

[View full size image](#)



MSWD_Conservation_Kits_300x250.jpg

300 x 250

[View full size image](#)



1MSWD_Conservation_Kits_300x600.jpg

300 x 600

[View full size image](#)



MSWD_Toilet_Rebate_300x250.jpg

300 x 250

[View full size image](#)



MSWD_HereForYou_GoogleAds_300x250.jpg

300 x 250

[View full size image](#)

MSWD April 2021	4,937	219	4.44%
-----------------	-------	-----	-------

MSWD April 2021	4,435	56	1.26%
-----------------	-------	----	-------

MSWD April 2021	3,310	117	3.53%
-----------------	-------	-----	-------


MSWD April 2021	3,245	53	1.63%
-----------------	-------	----	-------

MSWD April 2021	977	15	1.54%
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291,921	2,020	0.69%
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215

Item 20.


Ad	Campaign	Impr.	Clicks	CTR
 <p>MSWD_HereForYou_GoogleAds_300x600.jpg 300 x 600 View full size image</p>	MSWD April 2021	414	19	4.59%
		291,921	2,020	0.69%

Facebook Ad Campaigns

FACEBOOK AD GROUP PERFORMANCE MSWD

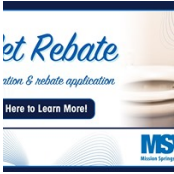
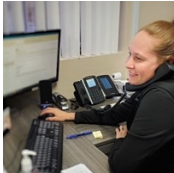


Ad	Clicks	Impr.	Reach	Frequency	Page Likes
Toilet Rebate	383	26,183	8,023	3.26	0
Water Assistance	311	19,353	5,479	3.53	0
Conservation Kit	299	28,371	7,389	3.84	0
Mission Springs Water District - Likes April 2021 Video	111	7,926	2,088	3.8	22
MSWD Tour / Page Likes April 2021 Video	4	320	264	1.21	2
	1,108	82,153	13,980	5.88	24

FACEBOOK AD PERFORMANCE MSWD


Ad preview	Clicks	Impr.	Reach	Frequency	Page engagement
 <p>MSWD: Value is Our Mission www.mswd.org At Mission Springs Water District, Value is Our Mission. Click to learn more about how your household can receive a free conservation kit to help save water and lower your water bill.</p>	299	28,371	7,389	3.84	193

1,108 82,153 13,980 5.88 1,869


216

Ad preview	Clicks	Impr.	Reach	Frequency	Page engagement
 <p>MSWD Value is Our Mission www.mswd.org MSWD's Toilet Rebate Program is designed to assist homeowners who want to replace old toilets with newer, more efficient models.</p>	383	26,183	8,023	3.26	278
 <p>MSWD - Water Bill Assistance www.mswd.org If you need help paying your water bill, MSWD is here for you. Click to learn more about our bill assistance options.</p>	311	19,353	5,479	3.53	175
 <p>MSWD How does MSWD protect our water supply? View our virtual tour to learn more. And be sure to like/follow our page for news and updates! 💧</p> <p>#MissionSpringsWaterDistrict #ProvidePreserveProtect #CVWaterCounts</p>	111	7,926	2,088	3.8	1,219
 <p>MSWD www.facebook.com How does MSWD protect our water supply? View our virtual tour at www.mswd.org to learn more. And be sure to like/follow our page for news and updates! 💧</p>	4	320	264	1.21	4
	1,108	82,153	13,980	5.88	1,869


Website Information

 **PAGEVIEWS**
 WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

37,830

 **NEW VISITOR**
 WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

5,313

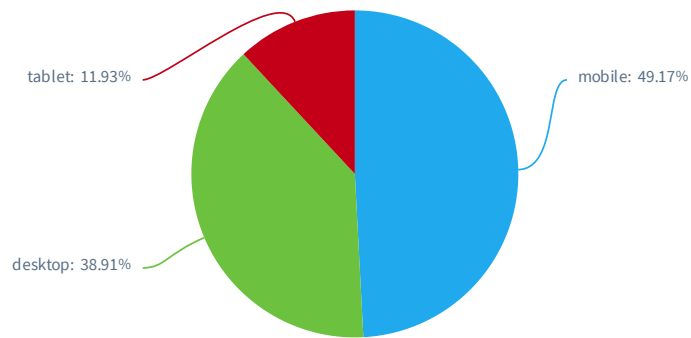
 **USERS**
 WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

3,092

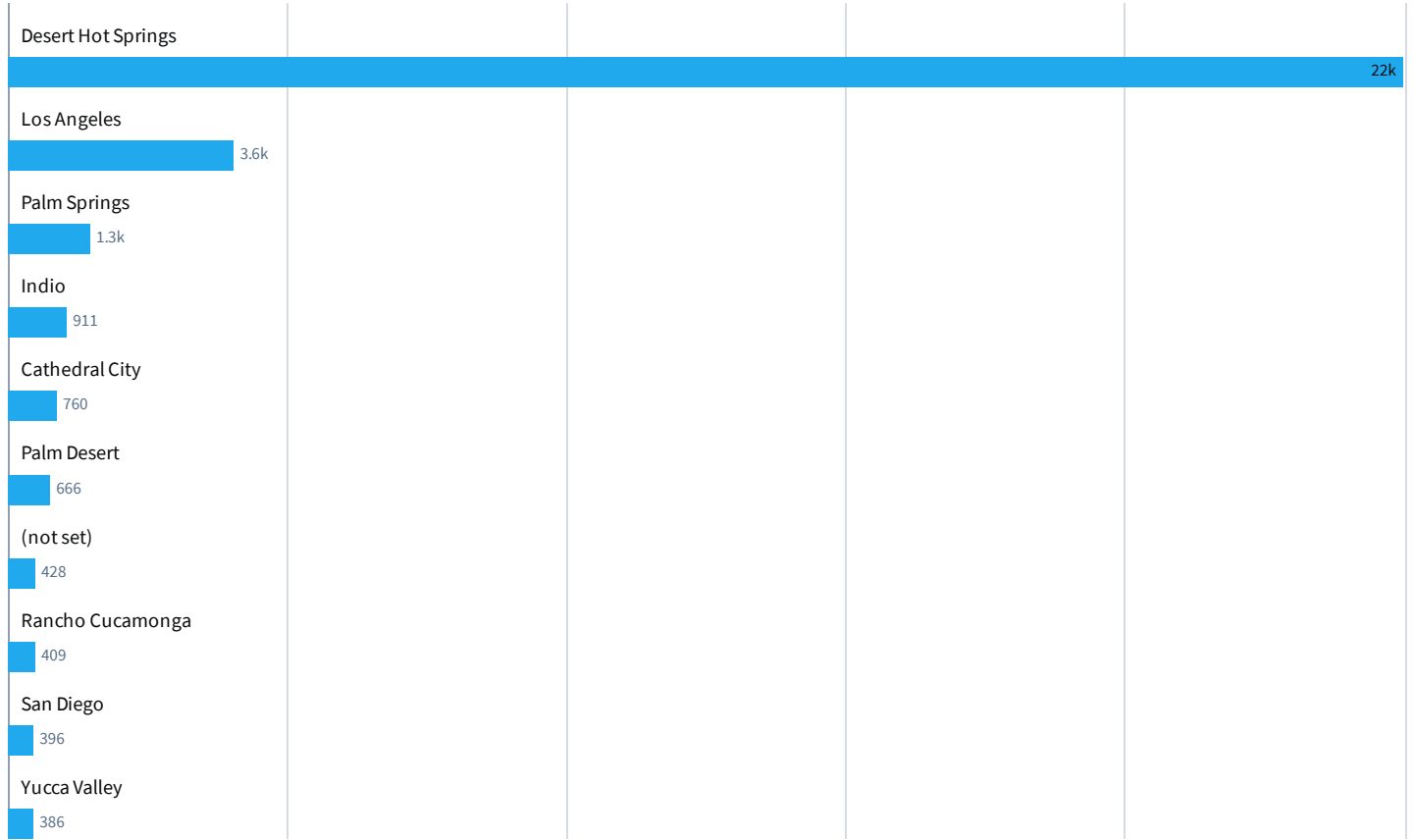
PAGEVIEWS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

Page Title	Pageviews
Mission Springs Water District - Sign In	6,802
Mission Springs Water District - Home	5,293
Mission Springs Water District - My Account	5,230
Mission Springs Water District - Pay Bills	3,003
(not set)	2,789
Mission Springs Water District - Payment Options	2,636
Mission Springs Water District - Pay as a Guest	1,702
Mission Springs Water District - You Have Successfully Signed Off	1,613
Mission Springs Water District - Rebates	1,570
Mission Springs Water District - Account Detail	1,407
	37,830

SESSIONS / DEVICE CATEGORY
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

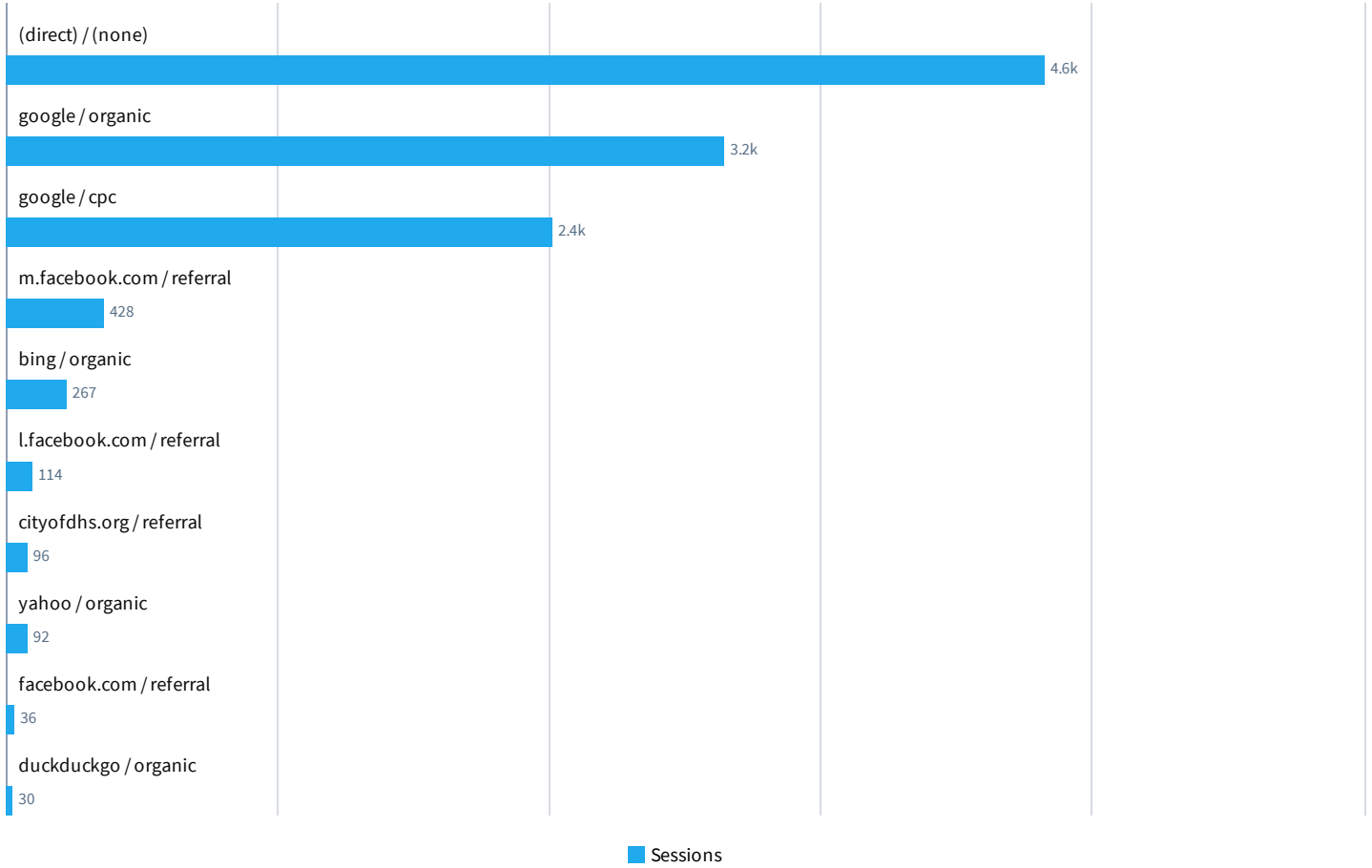


PAGEVIEWS BY CITY
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



■ Pageviews

USER REFERRERS
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



AVG. SESSION DURATION
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2m 0s

PAGES / SESSION
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

3.32

BOUNCE RATE
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

43.62%

Facebook Information

f IMPRESSIONS
MISSION SPRINGS WATER DISTRICT

98,566

f REACH
MISSION SPRINGS WATER DISTRICT

17,221

f NEW PAGE LIKES
MISSION SPRINGS WATER DISTRICT

47

f ENGAGED USERS
MISSION SPRINGS WATER DISTRICT

1,199

f PAGE VIEWS
MISSION SPRINGS WATER DISTRICT







302

f LIFETIME PAGE LIKES
MISSION SPRINGS WATER DISTRICT

1,050

f POSTS
MISSION SPRINGS WATER DISTRICT







Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>We make it easy to pay...</p>	April 26, 2021	142	5	4%	4	0
 <p>Fats, oils and grease, k...</p>	April 24, 2021	1,799	217	12%	21	6
 <p>Join us in celebrating #...</p>	April 22, 2021	100	11	11%	7	3
 <p>Ensuring a reliable wat...</p>	April 20, 2021	116	11	9%	7	0
 <p>Here's a fun #Conserva...</p>	April 17, 2021	2,216	126	6%	26	1
 <p>Today might be the pe...</p>	April 14, 2021	156	9	6%	4	0

7,725 574 7% 138 50

221

Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>#WoodBlockChallenge MSWD</p> <p>Today on #NationalScr...</p>	April 13, 2021	150	15	10%	10	0
 <p>Today on #NationalPet...</p>	April 11, 2021	2,328	114	5%	24	37
 <p>Planning on replacing ...</p>	April 8, 2021	143	16	11%	6	1
 <p>Help2Others Economic Community Water District ASSISTANCE PROGRAM</p> <p>Are you struggling wit...</p>	April 6, 2021	159	15	9%	8	0
 <p>MSWD #HappyEaster</p> <p>From all of us at #MSW...</p>	April 4, 2021	177	13	7%	6	0
 <p>MSWD</p> <p>Today on #Internation...</p>	April 2, 2021	166	11	7%	6	2
		7,725	574	7%	138	50

Instagram Information

 **IMPRESSIONS**
MISSION SPRINGS WATER DISTRICT

1,635




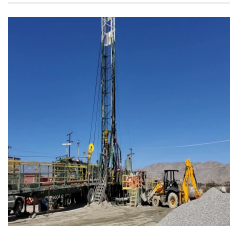

 **LIKES**
MISSION SPRINGS WATER DISTRICT

66






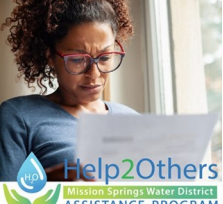
 **FOLLOWERS (TOTAL)**
MISSION SPRINGS WATER DISTRICT

140

 **MEDIA PERFORMANCE**
MISSION SPRINGS WATER DISTRICT


Media	Impr.	Engagement	Reach	Saved	Video views
 Planning on replacing ...	185	7	179	0	0
 Fats, oils and grease, k...	81	7	80	0	0
 Here's a fun #Conserva...	76	6	71	0	0
 Ensuring a reliable wat...	65	8	63	0	17
 Join us in celebrating #...	51	9	50	0	0
	678	67	643	0	17

Item 20.


Media	Impr.	Engagement	Reach	Saved	Video views
 <p>MSWD BILL PAY OPTIONS</p> <p>OTHER OPTIONS: </p> <p>We make it easy to pay...</p>	46	3	46	0	0
 <p>MSWD #SeeWhatGrows</p> <p>Today might be the pe...</p>	43	4	40	0	0
 <p>MSWD #ProvideProtectPreserve</p> <p>Today on #NationalScr...</p>	38	4	36	0	0
 <p>MSWD #NationalPetDay</p> <p>Today on #NationalPet...</p>	29	5	23	0	0
 <p>MSWD #TimeToRead</p> <p>Today on #Internation...</p>	25	8	23	0	0
 <p>MSWD Help2Others Mission Springs Water District ASSISTANCE PROGRAM</p> <p>Are you a homeowner ...</p>	21	3	18	0	0


	678	67	643	0	17
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Item 20.

Media	Impr.	Engagement	Reach	Saved	Video views
 From all of us at #MSW...	18	3	14	0	0
	678	67	643	0	17

Mission Springs Water District Social Media Report April 2021

 @MSWaterDistrict

 missionspringswaterdistrict

 Mission Springs Water District

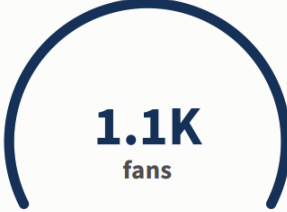


Month to Month Overview

March 2021 - Lighter Blue

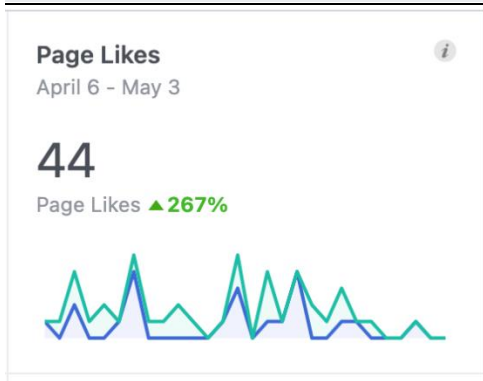
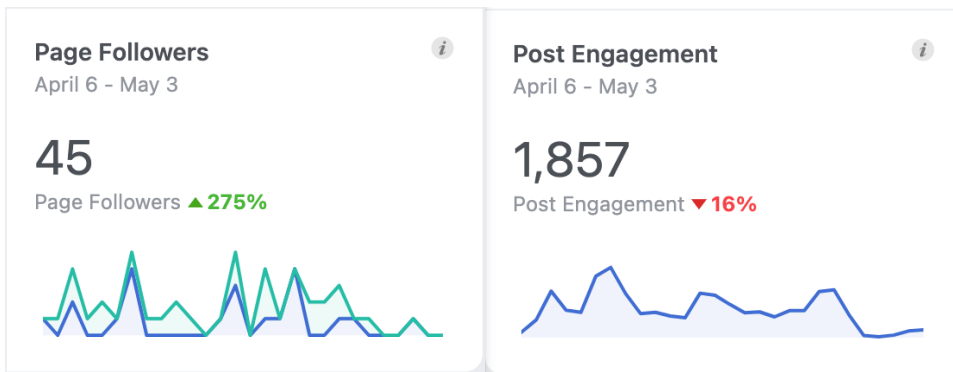
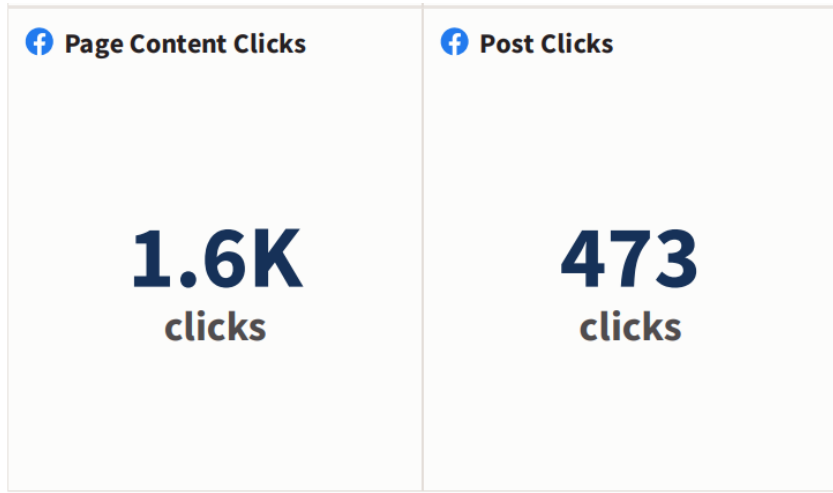
April 2021 - Dark Blue



April 2021 Overview

<p>f Fans</p>  <p>1.1K fans</p>	<p>t Followers</p>  <p>71 followers</p>	<p>@ Followers</p>  <p>135 followers</p>
<p>f Posts</p> <p>13 posts</p>	<p>t Tweets</p> <p>5 tweets</p>	<p>@ Posts</p> <p>13 posts</p>
<p>f Engagement</p> <p>416 engagements</p>	<p>t Engagement</p> <p>11 engagements</p>	<p>@ Engagement</p> <p>67 engagements</p>
<p>f Engagement > Type</p> <p>Reactions 311</p> <p>Comments 72</p> <p>Shares 33</p>	<p>t Engagement > Type</p> <p>Likes 8</p> <p>Retweets 2</p> <p>Replies 1</p>	<p>@ Engagement > Type</p> <p>Photo 59</p> <p>Video 8</p>

Engagement





















Overall Post Results

Posts Table












DATE ▼	MESSAGE	REACTIONS	COMMENTS	SHARES
Mission Springs Wate... Apr 26, 14:02	We make it easy to pay your water bill with four options! Call our customer service team with any questions, we're here to help. #ProvideProtectPreserve www.MSWD.org #TeamMSWD #BillPay #MSWD #communitypartner #water #safewater #greatwater #ValueisOurMission...	4	0	1
Mission Springs Wate... Apr 24, 18:00	Fats, oils and grease, known collectively as FOG, represent the most serious enemy of our sewer lines. #DYK this includes: • Butter and Margarine • Cooking oil • Salad dressing and Mayonnaise • Grease • Gravy and Sauces • Food/meat scraps • Lard • Shortening When FOG i...	25	6	3
Mission Springs Wate... Apr 22, 17:32	Join us in celebrating #EarthDay2021 today and every day! The theme for this year is "Restore Our Earth," so share your #conservationtips below on how we can all work together to accomplish this goal. If you'd like to receive our free #ConservationKit, visit our website...	7	3	0
Mission Springs Wate... Apr 20, 14:01	Ensuring a reliable water supply is the number one priority for MSWD! We are in the process of a major capital improvement project that will bring a new well on-line. We are committed to continue providing uninterrupted services and delivering award-winning water to our...	7	0	0
Mission Springs Wate... Apr 17, 19:30	Here's a fun #ConservationTip – Turn conserving water into a family affair with this fun experiment everyone will enjoy! Make your own water Aquifer! Find the instructions and more great games online at our #Kids Corner www.mswd.org/kidscorner.aspx #MSWD...	31	1	2
Mission Springs Wate... Apr 14, 21:15	Today might be the perfect day to head outside with the family and see how your garden grows! To help conserve our precious resource, water, consider changing out a few plants to ones that are more drought tolerant, check sprinklers for leaks and enjoy the great outdoor...	6	0	1
Mission Springs Wate... Apr 14, 21:15	To help conserve our precious resource, water, consider changing out a few plants to ones that are more drought tolerant, check sprinklers for leaks and enjoy the great outdoor...	6	0	1
Mission Springs Wate... Apr 13, 17:15	Today on #NationalScrabbleDay, we're happy to see that we score a perfect 10... that is unless we can land on a triple word score! This is a great game to play with friends and family while enjoying a glass of delicious tap water, or something more fun with homemade ice...	11	0	1
Mission Springs Wate... Apr 11, 16:15	Today on #NationalPetDay, post a photo of your fur baby and be entered to receive this cool travel water bowl! Miss Lucy enjoys her bowl on hikes and while out running errands with her Mommy. #itsadogslife #MSWD #waterdistrict #ValueWater #ProvideProtectPreserve #pets	30	37	1
Mission Springs Wate... Apr 08, 17:40	Planning on replacing that old toilet? Let us help! MSWD is offering residential and commercial customers up to \$100 in toilet #rebates when you replace your old toilet with a new water efficient model. Visit Mswd.org/rebates for all of the details. #MSWD...	7	1	0
Mission Springs Wate... Apr 08, 16:04	(Post with no description)	9	0	0
Mission Springs Wate... Apr 06, 14:00	Are you struggling with your water bill? If you have received assistance from our H2Others program within the last 12 months but still need help, visit our website for details on how to apply for the @UnitedWayof the Desert COVID-19 Relief Fund. If you are renting your home ...	10	0	2
Mission Springs Wate... Apr 04, 15:50	From all of us at #MSWD, Happy Easter! #HappyEaster #ProvideProtectPreserve	9	0	1
Mission Springs Wate... Apr 02, 18:37	Today on #InternationalChildrensBookDay, join us and encourage all kids to read, read and read! We love this fun story, The Drop Goes Plop, which takes us on a journey through the life cycle of a drop of water, told by a seagull and his many friends. What is your favorite...	9	2	1

Posts Table			
DATE ▼	MESSAGE	♥ LIKES	💬 COMMENTS
missionsprings waterdistrict Apr 26, 14:02	 We make it easy to pay your water bill with four options! Call our customer service team with any questions, we're here to help. #ProvideProtectPreserve #TeamMSWD #BillPay #MSWD #communitypartner #water #safewater #greatwater #ValueisOurMission #ecofriendly #SaveWater #WaterConservation #LinkinBio #waterdistrict...	3	0
missionsprings waterdistrict Apr 24, 18:00	 Fats, oils and grease, known collectively as FOG, represent the most serious enemy of our sewer lines. #DYK this includes: • Butter and Margarine • Cooking oil • Salad dressing and Mayonnaise • Grease • Gravy and Sauces • Food/meat scraps • Lard • Shortening When FOG is dumped down the drain, it forms large, thick grease balls th...	6	1
missionsprings waterdistrict Apr 22, 17:32	 Join us in celebrating #EarthDay2021 today and every day! The theme for this year is "Restore Our Earth," so share your #conservationtips below on how we can all work together to accomplish this goal. If you'd like to receive our free #ConservationKit, visit our website today! www.MSWD.org #MSWD #communitypartner #water...	9	0
missionsprings waterdistrict Apr 22, 15:45	 Join us in celebrating #EarthDay2021 today and every day! The theme for this year is "Restore Our Earth," so share your #conservationtips below on how we can all work together to accomplish this goal. If you'd like to receive our free #ConservationKit, visit our website today! www.MSWD.org #MSWD #communitypartner #water...	4	0
missionsprings waterdistrict Apr 20, 14:08	 Ensuring a reliable water supply is the number one priority for MSWD! We are in the process of a major capital improvement project that will bring a new well on-line. We are committed to continue providing uninterrupted services and delivering award-winning water to our customers! #MSWD #communitypartner #water...	8	0
missionsprings waterdistrict Apr 17, 19:30	 Here's a fun #ConservationTip – Turn conserving water into a family affair with this fun experiment everyone will enjoy! Make your own water Aquifer! Find the instructions and more great games online at our #Kids Corner www.mswd.org/kidscorner.aspx #MSWD #communitypartner #water #watertreatment #safewater #greatwater...	6	0
missionsprings waterdistrict Apr 14, 21:15	 Today might be the perfect day to head outside with the family and see how your garden grows! To help conserve our precious resource, water, consider changing out a few plants to ones that are more drought tolerant, check sprinklers for leaks and enjoy the great outdoors on #NationalGardeningDay. Learn more #WaterConservation...	4	0
missionsprings waterdistrict Apr 13, 17:15	 Today on #NationalScrabbleDay, we're happy to see that we score a perfect 10... that is unless we can land on a triple word score! This is a great game to play with friends and family while enjoying a glass of delicious tap water, or something more fun with homemade ice cubes! #MSWD #communitypartner #water #watertreatment...	4	0
missionsprings waterdistrict Apr 11, 16:15	 Today on #NationalPetDay, post a photo of your fur baby and be entered to receive this cool travel water bowl! Miss Lucy enjoys her bowl on hikes and while out running errands with her Mommy. #itsadogslife #dogsofinstagram #MSWD #waterdistrict #ValueWater #ProvideProtectPreserve #pets #lovepets #instagood	5	0
missionsprings waterdistrict Apr 08, 17:40	 Planning on replacing that old toilet? Let us help! MSWD is offering residential and commercial customers up to \$100 in toilet #rebates when you replace your old toilet with a new water efficient model. Visit Mswd.org/rebates for all of the details. #MSWD #deserthotsprings #communitypartner #ProvideProtectPreserve #toiletrebate...	7	0
missionsprings waterdistrict Apr 06, 14:00	 Are you a homeowner or renter struggling with past due water bills? We have joined forces with United Way of the Desert's #COVID19ReliefFund to offer assistance to eligible customers through our Help2Others and other assistance programs. Learn more on our website today.	3	0
missionsprings waterdistrict Apr 04, 15:50	 From all of us at #MSWD, Happy Easter! #HappyEaster #ProvideProtectPreserve	3	0
missionsprings waterdistrict Apr 02, 18:37	 Today on #InternationalChildrensBookDay, join us and encourage all kids to read, read and read! We love this fun story, The Drop Goes Plop, which takes us on a journey through the life cycle of a drop of water, told by a seagull and his many friends. What is your favorite children's book? Share below! #MSWD #communitypartner #water...	8	0

Tweets Table				
DATE ▼	MESSAGE	↻ RETWEETS	↩ REPLIES	♥ LIKES
@MSWaterDist rict Apr 20, 14:01	 Ensuring a reliable water supply is the number one priority for MSWD! We are in the process of a major capital improvement project that will bring a new well on-line. We are committed to providing uninterrupted services and delivering award-winning water to our customers! htt...	1	0	2
@MSWaterDist rict Apr 17, 19:30	 Here's a fun #ConservationTip – Turn conserving water into a family affair with this fun experiment everyone will enjoy! Make your own water Aquifer! Find the instructions and more great games online at our #Kids Corner http://www.mswd.org/kidscorner.aspx #MSWD...	0	1	1
@MSWaterDist rict Apr 08, 17:40	 #DYK... we offer our customers up to \$100 in toilet #rebates to replace old toilets with new water efficient models. Visit http://Mswd.org/rebates for the details. https://twitter.com/MSWa terDistrict/status/1380213873337335813/photo/1	1	0	3
@MSWaterDist rict Apr 06, 14:00	 Are you struggling with past due water bills? We have joined forces with United Way of the Desert's #COVID19ReliefFund to offer assistance to eligible customers through our Help2Others and other assistance programs. Learn more on our website today. http://ow.ly/...	0	0	1
@MSWaterDist rict Apr 04, 15:50	 From all of us at #MSWD, Happy Easter! #HappyEaster #ProvideProtectPreserve https://twitte r.com/MSWaterDistrict/status/1378736631172239363/photo/1	0	0	1

Boosted Posts

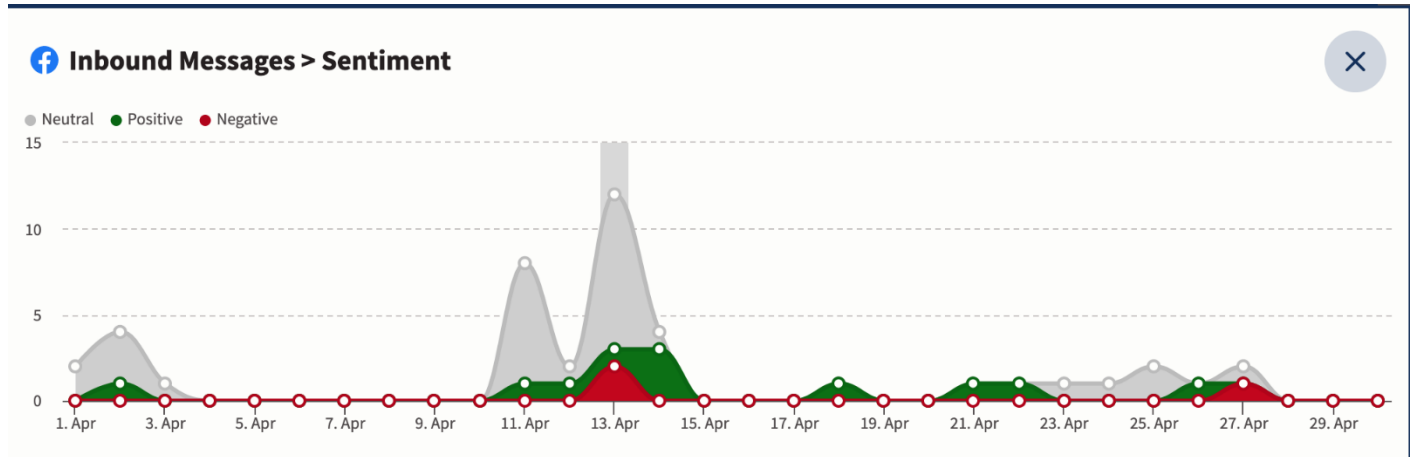
Post: Fats, oils and greas... 		 Mission Springs Water District		<input checked="" type="checkbox"/>	Active	
REACH	SPENT	ENGAGEMENT	CLICKS	START DATE	END DATE	
1639	\$ 35.51	60	211	24 Apr 2021 11:00 am	28 Apr 2021 11:00 am	
Post: Here's a fun #Conser... 		 Mission Springs Water District		<input checked="" type="checkbox"/>	Active	
REACH	SPENT	ENGAGEMENT	CLICKS	START DATE	END DATE	
2076	\$ 41.74	56	128	17 Apr 2021 12:30 pm	21 Apr 2021 5:00 pm	
Post: Today on #NationalPe... 		 Mission Springs Water District		<input checked="" type="checkbox"/>	Active	
REACH	SPENT	ENGAGEMENT	CLICKS	START DATE	END DATE	
997	\$ 19.99	25	60	11 Apr 2021 9:15 am	13 Apr 2021 9:15 am	
Post: Community Tip: #ICY... 		 Mission Springs Water District		<input checked="" type="checkbox"/>	Active	
REACH	SPENT	ENGAGEMENT	CLICKS	START DATE	END DATE	
1541	\$ 25.00	88	193	29 Mar 2021 7:00 am	05 Apr 2021 7:00 am	

Number of Direct Messages:

Number of Positive Comments posted this month to this month's posts: 72

Number of Negative Comments posted this month to this month's posts: 3

**Note – Only 3 negative comments which were not about MSWD service. (see below)*



Considerations:

- The 3 negative comments had nothing to do with MSWD. Two were in relation to pets that had passed away (sad face), and one said, “that’s nasty, use the garbage disposal”. Therefore, MSWD had no negative comments this month.
- This month’s posts have substantially more positive comments due to people posting pictures of their pets to win a free MSWD dog bowl.
- Most engagement comes from community or event-style news rather than static information.

Engagement Opportunities

- Continue to include more time-sensitive posts to increase positive engagement.
- Engage with all people who took the time to comment. Aim to answer all comments, even if just a thank you. Make sure answers to specific questions are thorough and have been run through the Communications staff to ensure consistency.

MSWD PER-CAPITA WATER USE REPORTING
TO THE SWRCB

Monthly Water Use Reporting for the SWRCB												
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
SWRCB Drought Reporting -- 2013												
Production - Month (AF)	609	570	559	745	787	781	943	829	813	716	557	633
Residential use = 65%	396	371	363	484	512	508	613	539	529	465	362	412
32.5,851 gal per AF	128,988,118	120,727,796	118,397,961	157,793,347	166,689,079	165,418,260	175,500,090	172,238,322	151,670,118	117,984,945	134,090,456	
Service area population - 37,600	3431	3211	3149	4197	4433	4399	5311	4668	4581	4034	3138	3566
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	111	115	102	140	143	147	171	151	153	130	105	115

SWRCB Drought Reporting -- 2014												
Production - Month (AF)	583	523	604	664	708	813	859	731	801	716	534	591
Residential use = 65%	379	340	393	432	460	528	558	475	520	466	347	384
32.5,851 gal per AF	123,451,584	110,745,513	127,905,804	140,647,882	149,994,755	172,187,489	181,938,906	154,766,680	169,584,428	151,714,596	113,037,223	125,139,655
Service area population - 37,600	3283	2945	3402	3741	3989	4579	4839	4116	4510	4035	3006	3328
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	106	105	110	125	129	153	156	133	150	130	100	107
SWRCB Baseline: Avg 2013/2014 Production and RGPCD												
Annual Average R-GPCD 2013-2014	108	110	106	132	136	150	164	142	152	130	102	111
Annual Average Production 2013-2014	596	546	581	705	748	797	901	780	807	716	545	612

SWRCB Drought Reporting -- 2017												
Production - Month (AF)	465.1	453	549	541	731	733	836	830	712	734	642	584
Residential use = 65%	302	294	357	351	475	476	543	540	463	477	417	380
32.5,851 gal per AF	98,509,645	95,946,827	116,279,929	114,492,311	154,828,103	155,251,709	177,039,899	175,796,615	150,803,843	155,463,512	135,977,622	123,669,304
Service area population - 37,600	2620	2552	3093	3045	4118	4129	4709	4675	4011	4135	3616	3290
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	85	91	100	102	133	138	152	151	134	133	121	106

SWRCB Drought Reporting -- 2018												
Production - Month (AF)	600	513	536	644	697	857	806	689	710	632	632	502
Residential use = 65%	390	333	348	419	453	557	524	448	461	411	411	326
32.5,851 gal per AF	127,081,890	108,655,016	113,526,488	136,401,229	147,626,796	145,932,370	170,812,886	145,932,370	150,344,230	133,859,591	106,325,181	
Service area population - 37,600	3380	2890	3019	3628	3926	3881	4828	4543	3881	3999	3560	2828
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	109	103	97	121	127	129	147	147	129	119	119	91

SWRCB Drought Reporting -- 2019												
Production - Month (AF)	570	415	491	635	598	710	853	795	757	709	620	537
Residential use = 65%	371	270	319	413	389	462	554	517	492	461	403	349
32.5,851 gal per AF	120,727,796	87,898,307	103,995,347	134,495,000	126,658,284	150,380,237	180,668,087	168,383,504	160,334,985	150,168,433	131,317,953	113,738,292
Service area population - 37,600	3211	2338	2766	3577	3369	3999	4805	4478	4264	3994	3492	3025
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	104	83	89	119	109	133	155	144	142	129	116	98

SWRCB Drought Reporting -- 2020												
Production - Month (AF)	553	521	558	573	699	793	856	885	785	756	690	588
Residential use = 65%	359	339	363	372	454	515	556	575	510	491	449	382
32.5,851 gal per AF	117,127,142	110,349,441	118,186,158	121,363,205	148,050,402	167,959,898	181,303,496	187,445,788	166,265,473	160,123,181	146,144,174	124,540,252
Service area population - 37,600	3115	2935	3143	3228	3938	4467	4822	4985	4422	4259	3887	3312
Number of days in month	31	28	31	30	30	30	31	31	30	31	30	31
Per capita water use (Gal Day)	100	105	101	108	127	149	156	161	147	137	130	107

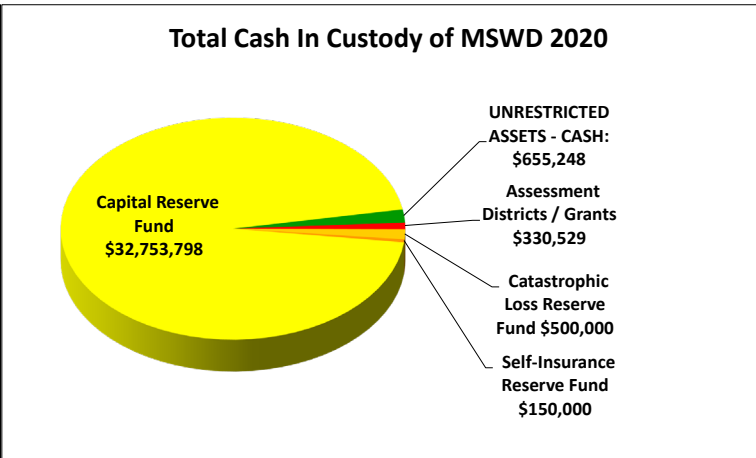
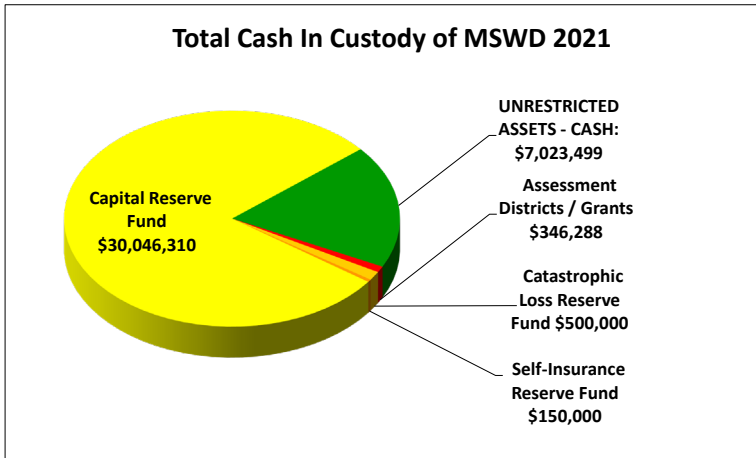
SWRCB Drought Reporting -- 2021												
Production - Month (AF)	538	496	626	649								
Residential use = 65%	350	322	407	422	0	0	0	0	0	0	0	0
32.5,851 gal per AF	113,950,095	105,054,362	132,588,772	137,460,244								
Number of days in month	31	28	31	30								
Per capita water use (Gal Day)	113	109	127	129								

MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 DISTRICT SUMMARY
 JULY 1, 2020 TO FEBRUARY 28, 2021

YEAR TO DATE				JULY 1, 2019 TO FEBRUARY 29, 2020				
ACTUAL	BUDGET	FAVORABLE	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	FAVORABLE	
		(UNFAVORABLE)	(UNFAVORABLE)			(UNFAVORABLE)	(UNFAVORABLE)	
		VARIANCE	VARIANCE			VARIANCE	VARIANCE	
		AMOUNT	PERCENT			AMOUNT	PERCENT	
14,307,802	14,557,781	(249,979)	-2%	11,914,252	11,437,429	476,823	4%	
11,743,783	11,948,249	204,466	2%	10,134,960	11,361,447	1,226,487	11%	
2,564,020	2,609,532	(45,513)	-2%	1,779,292	75,982	1,703,310	2242%	
				OPERATING REVENUE:				
				OPERATING EXPENSE:				
				NET OPERATING INCOME				
1,963,678	8,687,220	(6,723,542)	-77%	2,567,793	2,175,650	392,143	18%	
466,636	550,389	83,753	15%	858,637	917,792	59,155	6%	
1,497,042	8,136,831	(6,639,789)	-82%	1,709,155	1,257,858	451,297	36%	
				ADD NON-OPERATING REVENUE				
				LESS NON-OPERATING EXPENSE				
				NET NON-OPERATING INCOME				
4,061,062	10,746,363	(6,685,302)	-62%	3,488,448	1,333,840	2,154,608	162%	
				NET INCOME				

OTHER INFORMATION

26.14	DEBT SERVICE RATIO	23.97
0.05%	INVESTMENT RETURN	0.16%
\$ 34,708,247	CASH - JULY 1	\$ 34,961,554
\$ 3,357,850	INCREASE/(DECREASE) IN CASH	\$ (571,981)
\$ 38,066,097	CASH - END OF PERIOD	\$ 34,389,574
\$ 7,023,499	UNRESTRICTED CASH	\$ 655,248
\$ 31,042,598	RESTRICTED CASH	\$ 33,734,327
\$ 38,066,097	CASH IN CUSTODY OF MSWD	\$ 34,389,574
WELLS FARGO \$ 34,427	RESTRICTED - ASSESSMENT DISTRICTS \$ 18,668	WELLS FARGO
CALTRUST \$ 6,433,104	RESTRICTED - SHORT TERM FUND \$ 8,064,303	CALTRUST
CALTRUST \$ 22,027,026	RESTRICTED - MEDIUM TERM FUND \$ 21,609,841	CALTRUST
CALTRUST \$ 2,548,042	RESTRICTED - LIQUIDITY FUND \$ 4,041,515	CALTRUST
\$ 31,042,598	RESTRICTED TOTAL CASH \$ 33,734,327	



MISSION SPRINGS WATER DISTRICT
FINANCIAL REPORT
FEBRUARY 28, 2021

MISSION SPRINGS WATER DISTRICT
COMBINED FUNDS
CONSOLIDATING BALANCE SHEET
FEBRUARY 28, 2021

FEBRUARY 28, 2021 - EXCLUDING AD# 13						SCHEDULE A June 30, 2020		
SEE	WATER FUND		SEWER	GENERAL	TOTAL	FINANCIAL STATEMENTS	ELIMINATE AD#13	BOOK TOTAL
SCH	"DHS"	"IDE"	FUND	FUND				
CURRENT ASSETS:								
Cash	F	2,351,245	722	2,317,849	2,353,683	7,023,499	3,758,832	3,758,832
Accounts receivable-								
Water and sewer		2,499,163	21,632	947,849		3,468,644	2,724,581	2,724,581
Other		647,417	14,264	566,086	0	1,227,767	1,409,712	1,409,712
Reimbursable jobs		37,798	0	20,554	52,572	110,924	79,787	79,787
Prepaid expenses					183,570	183,570	270,145	270,145
Inventory					443,392	443,392	420,183	420,183
Total current assets		<u>5,535,624</u>	<u>36,618</u>	<u>3,852,337</u>	<u>3,033,217</u>	<u>12,457,796</u>	<u>8,663,240</u>	<u>8,663,240</u>
RESTRICTED ASSETS:								
Cash	F	14,099,971	(3,664,560)	12,368,191	8,238,996	31,042,598	30,949,414	30,949,414
Assessments receivable				8,200,200		8,200,200	8,667,083	12,803,872
Taxes receivable		(56,112)	24,236	(45,506)	(45,163)	(122,545)	65,454	65,454
Restricted cash with trustees	F					0	0	1,088,039
Issuance costs for long-term debt		2,329	2,294	0		4,623	5,583	5,583
Total restricted assets		<u>14,046,188</u>	<u>(3,638,030)</u>	<u>20,522,886</u>	<u>8,193,833</u>	<u>39,124,876</u>	<u>39,687,534</u>	<u>44,912,362</u>
UTILITY PLANT:								
Utility plant in service		89,615,538	2,620,014	81,512,731	8,371,502	182,119,785	182,119,785	182,119,785
Less accumulated depreciation		(42,862,567)	(1,164,037)	(25,930,090)	(3,491,558)	(73,448,252)	(70,761,037)	(70,761,037)
Total		<u>46,752,970</u>	<u>1,455,977</u>	<u>55,582,641</u>	<u>4,879,944</u>	<u>108,671,533</u>	<u>111,358,748</u>	<u>111,358,748</u>
Construction in progress		10,663,850	0	7,661,089	748,239	19,073,178	16,281,016	281,976
Total utility plant		<u>57,416,820</u>	<u>1,455,977</u>	<u>63,243,730</u>	<u>5,628,183</u>	<u>127,744,710</u>	<u>127,639,764</u>	<u>127,921,740</u>
TOTAL ASSETS		<u>76,998,631</u>	<u>(2,145,435)</u>	<u>87,618,952</u>	<u>16,855,233</u>	<u>179,327,381</u>	<u>175,990,537</u>	<u>181,497,342</u>
CURRENT LIABILITIES:								
Accounts payable		156,463	14,072	2,928	2,271,207	2,444,671	2,488,628	2,488,628
Accrued expenses		2,117	0	82,811	908,195	993,123	1,194,589	1,194,589
Customer deposits		344,936	9,920			354,856	372,592	372,592
Current portion of long-term debt		7,260	0	205,399		212,659	668,353	240,000
Total current liabilities		<u>510,776</u>	<u>23,992</u>	<u>291,139</u>	<u>3,179,402</u>	<u>4,005,309</u>	<u>4,724,162</u>	<u>4,964,162</u>
LONG-TERM DEBT:								
Notes payable		234,981		7,987,065		8,222,046	8,654,239	8,654,239
Special assessment bonds				66,000		66,000	82,000	4,740,000
Certificates of participation-								
1994 refunding/USDA-certificates			245,901			245,901	253,401	253,401
Total		<u>234,981</u>	<u>245,901</u>	<u>8,053,065</u>	<u>0</u>	<u>8,533,946</u>	<u>8,989,640</u>	<u>13,729,640</u>
Less current portion		(7,260)	0	(205,399)		(212,659)	(668,353)	(240,000)
Total long-term debt		<u>227,721</u>	<u>245,901</u>	<u>7,847,666</u>	<u>0</u>	<u>8,321,287</u>	<u>8,321,287</u>	<u>12,821,287</u>
OTHER LIABILITIES:								
Net Pension Liability					6,994,867	6,994,867	6,994,867	6,994,867
Deferred inflows/outflows GASB 68					(1,685,622)	(1,685,622)	(1,685,622)	(1,685,622)
Interest payable from restricted assets			868	1,739		2,607	7,971	81,397
Funds held in trust		35,359		2,780		38,139	38,139	38,139
Advance construction deposits		66,001		3,062,862	198,000	3,326,863	3,326,863	3,326,863
Total other liabilities		<u>101,360</u>	<u>868</u>	<u>3,067,380</u>	<u>5,507,245</u>	<u>8,676,853</u>	<u>8,682,218</u>	<u>8,763,614</u>
TOTAL LIABILITIES		<u>839,857</u>	<u>270,761</u>	<u>11,206,185</u>	<u>8,686,647</u>	<u>21,003,449</u>	<u>21,727,666</u>	<u>26,549,063</u>
NET ASSETS:								
Retained earnings-								
Invested in capital assets, net of debt		48,108,423	1,494,884	56,704,265	5,051,175	111,358,748	111,358,748	111,358,748
Reserved, debt service and other		18,635,576	253,401	15,421,991	5,904,095	40,215,063	40,215,063	685,408
Unrestricted		7,186,270	(4,036,232)	2,706,888	(3,167,866)	2,689,060	2,689,060	2,689,060
Total retained earnings		<u>73,930,270</u>	<u>(2,287,947)</u>	<u>74,833,145</u>	<u>7,787,404</u>	<u>154,262,871</u>	<u>154,262,871</u>	<u>154,948,279</u>
Increases(decreases) 2016-2017:								
Water fund "DHS"-see SCHEDULE B		2,228,505				2,228,505		0
Water fund "IDE"-see SCHEDULE C			(128,249)			(128,249)		0
Sewer fund-see SCHEDULE D				1,579,623		1,579,623		0
General fund-see SCHEDULE E					381,182	381,182		0
Total net assets		<u>76,158,775</u>	<u>(2,416,196)</u>	<u>76,412,768</u>	<u>8,168,586</u>	<u>158,323,933</u>	<u>154,262,871</u>	<u>154,948,279</u>
TOTAL LIABILITIES AND NET ASSETS		<u>76,998,631</u>	<u>(2,145,435)</u>	<u>87,618,952</u>	<u>16,855,233</u>	<u>179,327,381</u>	<u>175,990,537</u>	<u>181,497,342</u>

MISSION SPRINGS WATER DISTRICT
COMBINED FUNDS
INCOME STATEMENT
JULY 1, 2020 TO FEBRUARY 28, 2021

	YEAR TO DATE					2020-2021		
	CURRENT			FAVORABLE	FAVORABLE	ADOPTED BUDGET		
	MONTH	ACTUAL	BUDGET	(UNFAVORABLE)	(UNFAVORABLE)	TOTAL	REMAINING BUDGET	
	ACTUAL			VARIANCE	VARIANCE		AMOUNT	PERCENT
				AMOUNT	PERCENT			
OPERATING REVENUE:								
Water fund	926,155	9,228,025	9,832,651	(604,626)	-6%	12,732,767	3,504,742	28%
Sewer fund	566,366	5,079,777	4,725,130	354,647	8%	6,766,200	1,686,423	25%
General fund	0	0	0	0	0%	0	0	0%
TOTAL OPERATING REVENUE	1,492,521	14,307,802	14,557,781	(249,979)	-2%	19,498,967	5,191,165	
OPERATING EXPENSE:								
Water fund	1,146,468	7,841,495	8,243,645	402,150	5%	12,016,764	4,175,269	35%
Sewer fund	513,960	3,902,287	3,704,604	(197,683)	-5%	5,498,069	1,595,782	29%
General fund-Net Operating Expense	0	0	0	0	0%	0	0	0%
TOTAL OPERATING EXPENSE	1,660,429	11,743,783	11,948,249	204,466	2%	17,514,833	5,771,050	33%
NET OPERATING INCOME(LOSS)	(167,908)	2,564,020	2,609,532	(45,513)		1,984,134	(579,886)	
ADD NON-OPERATING REVENUE								
Water fund	121,396	791,714	1,756,485	(964,771)	-55%	2,594,482	1,802,768	69%
Sewer fund	90,648	790,782	6,438,193	(5,647,411)	-88%	9,655,267	8,864,485	92%
General fund	37,412	381,182	492,542	(111,360)	-23%	738,810	357,628	48%
TOTAL NON-OPERATING REVENUE	249,456	1,963,678	8,687,220	(6,723,542)	-77%	12,988,559	11,024,881	
LESS NON-OPERATING EXPENSE								
Water fund	459	77,987	14,889	(63,098)	-424%	30,905	(47,082)	-152%
Sewer fund	48,061	388,649	384,456	(4,193)	-1%	576,684	188,035	33%
General fund - P.E.R.S. Prior Year Costs	0	0	151,044	151,044	100%	453,134	453,134	100%
TOTAL NON-OPERATING EXPENSE	48,520	466,636	550,389	83,753	15%	1,060,723	594,087	
NET NON-OPERATING INCOME(LOSS)	200,937	1,497,042	8,136,831	(6,639,789)		11,927,836	10,430,794	
NET INCOME(LOSS)	33,029	4,061,062	10,746,363	(6,685,302)	-62%	13,911,970	9,850,908	71%

MISSION SPRINGS WATER DISTRICT
 COMBINED STATEMENT OF CASH FLOWS
 EXCLUDING ASSESSMENT DISTRICT #13
 FOR THE PERIOD
 JULY 1, 2020 TO FEBRUARY 28, 2021

	2021				YEAR ENDING JUNE 30, 2020
	WATER	SEWER	GENERAL	COMBINED	COMBINED
CASH FLOWS FROM OPERATING ACTIVITIES:					
Net operating income (loss)	1,386,529	1,177,490	0	2,564,020	814,474
Add (deduct) items not affecting cash in the year:					
Depreciation	1,394,360	1,121,624	171,231	2,687,215	4,002,490
Amortization	960	0		960	1,440
Increase) Decrease in accounts receivable	(101,413)	(460,705)	0	(562,120)	(128,097)
Increase) Decrease in assessments receivable	0	466,883	0	466,883	743,471
Increase) Decrease in taxes receivable	59,046	61,716	67,239	188,000	(9,168)
Increase) Decrease in reimbursable job deposits	6,155	(33,973)	(3,320)	(31,138)	78,090
Increase) Decrease in inventory			(23,209)	(23,209)	45,535
Increase) Decrease in prepaid expenses			86,575	86,575	17,379
Increase) (Decrease) in construction deposits	0	0	0	0	(152,000)
Increase) (Decrease) in customer deposits	(17,736)	0	0	(17,736)	19,460
Increase) (Decrease) in accounts payable	161,526	0	(205,483)	(43,957)	1,483,284
Increase) (Decrease) in accrued liabilities	(2,610)	(5,302)	(198,919)	(206,831)	(170,207)
Increase) (Decrease) in P.E.R.S. Prior Year Expenses	0	0	0	0	(375,341)
Increase) (Decrease) in Pension Expense GASB 68	0	0	0	0	-
Increase) (Decrease) in Net Pension Liability	0	0	0	0	(416,287)
Increase) (Decrease) in deferred inflows/outflows	0	0	0	0	(70,943)
Net cash provided by (used by) operating activities	<u>2,886,818</u>	<u>2,327,733</u>	<u>(105,886)</u>	<u>5,108,663</u>	<u>5,883,582</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:					
Backup and front footage fees	295,880	76,460	0	372,340	603,235
Property taxes	408,804	240,481	351,180	1,000,465	2,125,684
Other	(61,959)	(4,193)	0	(66,152)	(15,097)
Grants	9,473	0	0	9,473	118,248
Net cash provided by noncapital financing activities	<u>652,198</u>	<u>312,748</u>	<u>351,180</u>	<u>1,316,126</u>	<u>2,832,069</u>
CASH FLOWS FROM INVESTING ACTIVITIES:					
Net Additions to utility plant	(1,905,527)	(733,246)	(153,389)	(2,792,161)	(3,764,709)
Contributed assets	0	0	0	0	292,566
Proceeds from asset disposals - net	48,600	0	1,438	50,038	(12,344)
Insurance refund - prior years	0	0	0	0	(1,500)
Interest income	55,774	504,200	48,422	608,396	1,407,169
Investment income/(loss)	(26,817)	(30,360)	(19,857)	(77,034)	388,946
Net cash (used) by investing activities	<u>(1,827,970)</u>	<u>(259,405)</u>	<u>(123,387)</u>	<u>(2,210,761)</u>	<u>(1,689,871)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:					
Cost of issuance-amortized	(960)	0	0	(960)	(1,440)
Long-term debt retired	(14,611)	(441,083)	0	(455,694)	(629,974)
Long-term debt issued	0	0	0	0	-
Interest expense	(15,068)	(384,456)	0	(399,524)	(665,441)
Net cash provided by (used by) financing activities	<u>(30,639)</u>	<u>(825,539)</u>	<u>0</u>	<u>(856,178)</u>	<u>(1,296,855)</u>
INCREASE (DECREASE) IN CASH	1,680,407	1,555,537	121,907	3,357,850	5,728,925
BALANCE OF CASH AT BEGINNING OF YEAR	<u>11,106,971</u>	<u>13,130,503</u>	<u>10,470,772</u>	<u>34,708,247</u>	<u>29,232,630</u>
BALANCE OF CASH AT FEBRUARY 28, 2021 (Schedule F)	<u>12,787,378</u>	<u>14,686,040</u>	<u>10,592,679</u>	<u>38,066,097</u>	<u>34,961,554</u>

MISSION SPRINGS WATER DISTRICT
 WATER FUND "DHS"
 INCOME STATEMENT
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE B

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021			
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%	
			(UNFAVORABLE) VARIANCE			(UNFAVORABLE) VARIANCE AMOUNT					OF YEAR TO DATE BUDGET
OPERATING REVENUE	1	909,102	1,213,547	(304,445)	9,054,321	9,706,349	(652,028)	93%	12,543,317	3,488,996	72%
OPERATING EXPENSE:											
Pumping-											
Salaries and wages		33,728	30,694	(3,034)	228,546	245,552	17,006	93%	368,328	139,782	62%
Benefit pay	5	(1,650)	7,007	8,657	59,164	56,056	(3,108)	106%	84,084	24,920	70%
Fringe benefits	4	46,065	19,371	(26,694)	165,932	154,968	(10,964)	107%	232,452	66,520	71%
Electric utility		68,261	68,150	(111)	963,590	545,200	(418,390)	177%	817,800	(145,790)	118%
Materials and services		23,348	34,262	10,914	226,355	286,151	59,796	79%	442,699	216,344	51%
Total		169,752	159,484	(10,268)	1,643,588	1,287,927	(355,661)	128%	1,945,363	301,775	84%
Transmission and distribution-											
Salaries and wages		52,742	39,168	(13,574)	357,820	313,344	(44,476)	114%	470,016	112,196	76%
Benefit pay	5	(2,800)	10,619	13,419	106,697	84,952	(21,745)	126%	127,428	20,731	84%
Fringe benefits	4	71,719	27,392	(44,327)	265,804	219,136	(46,668)	121%	328,704	62,900	81%
Materials and services		64,907	7,951	(56,956)	249,994	418,098	168,104	60%	548,139	298,145	46%
Total		186,567	85,130	(101,437)	980,315	1,035,530	55,215	95%	1,474,287	493,972	66%
Customer accounts-											
Salaries and wages		22,689	42,102	19,413	172,420	336,816	164,396	51%	505,224	332,804	34%
Benefit pay	5	(970)	11,500	12,470	44,887	92,000	47,113	49%	138,000	93,113	33%
Fringe benefits	4	31,189	30,348	(841)	123,243	242,784	119,541	51%	364,176	240,933	34%
Materials and services		690	80	(610)	5,683	174,680	168,997	100%	156,230	150,547	4%
Total		53,597	84,030	30,433	346,233	846,280	500,047	41%	1,163,630	817,397	30%
Other operating-											
Standby salaries and wages		8,891	9,265	374	63,288	74,120	10,832	85%	111,180	47,892	57%
Standby reports		0	1,100	1,100	6,761	8,800	2,039	77%	13,200	6,439	51%
Consulting engineer		6,040	3,500	(2,540)	25,068	33,000	7,933	76%	71,300	46,233	35%
Depreciation		168,104	173,284	5,180	1,352,245	1,393,686	41,441	97%	2,086,823	734,578	65%
Administrative costs	E	530,511	358,378	(172,132)	3,124,105	3,086,454	(37,651)	101%	4,448,256	1,324,151	70%
TOTAL OPERATING EXPENSE		1,123,462	874,171	(249,291)	7,541,602	7,765,797	224,194	97%	11,314,039	3,772,437	67%
NET OPERATING INCOME(LOSS)		(214,360)	339,376	(553,736)	1,512,718	1,940,552	(427,834)		1,229,278	(283,440)	
ADD NON-OPERATING REVENUE	1	115,702	221,041	(105,339)	784,685	1,768,340	(983,655)	44%	2,652,498	1,867,813	30%
Total		(98,658)	560,417	(659,075)	2,297,403	3,708,892	(1,411,489)		3,881,776	1,584,373	
LESS NON-OPERATING EXPENSE	1	(583)	947	1,530	68,898	6,553	(62,345)	1051%	17,801	(51,097)	38
NET INCOME(LOSS)	A	(98,075)	559,470	(657,544)	2,228,505	3,702,339	(1,473,834)	-60%	3,863,975	1,635,470	58%

MISSION SPRINGS WATER DISTRICT
 WATER FUND "DHS"
 OPERATING REVENUE, NON-OPERATING REVENUE AND EXPENSE
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 1

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%
			(UNFAVORABLE) VARIANCE			(UNFAVORABLE) VARIANCE	OF YEAR TO DATE			
OPERATING REVENUE:										
Water service charge-residential	230,846	219,116	11,730	1,574,896	1,752,930	(178,034)	90%	2,414,700	839,804	65%
Water service charge-commercial	19,265	19,654	(389)	133,911	157,232	(23,321)	85%	216,924	83,013	62%
Water service charge-landscape	8,229	7,735	494	53,903	61,880	(7,977)	87%	85,410	31,507	63%
Water service charge-construction	2,310	1,190	1,120	9,780	9,520	260	103%	13,140	3,360	74%
Water consumption-residential	345,525	624,907	(279,382)	4,353,633	4,999,255	(645,622)	87%	6,249,439	1,895,806	70%
Water consumption-commercial	44,441	80,758	(36,317)	604,573	646,058	(41,485)	94%	809,544	204,971	75%
Water consumption-landscape	63,882	173,834	(109,952)	1,022,244	1,390,666	(368,422)	74%	1,743,000	720,756	59%
Water consumption-construction	25,429	11,175	14,254	210,115	89,400	120,715	235%	112,050	(98,065)	188%
Drought surcharge fees	0	0	0	0	0	0	0%	0	0	0%
Reconnect/disconnect fees	2,340	12,500	(10,160)	13,965	100,000	(86,035)	14%	150,000	136,035	9%
New meter installations	7,639	1,140	6,499	51,487	9,120	42,367	565%	13,680	(37,807)	376%
Temporary const. meter installations	940	0	940	1,710	0	1,710	#DIV/0!	0	(1,710)	#DIV/0!
Backflow device maintenance fees	8,805	7,500	1,305	62,607	60,000	2,607	104%	90,000	27,393	70%
R.P. & double check installations	505	505	0	1,515	2,020	(505)	75%	3,030	1,515	50%
Fire flow charges	11,345	8,333	3,012	114,775	66,668	48,107	172%	100,000	(14,775)	115%
Fire flow tests	191	300	(109)	9,359	2,400	6,959	390%	3,600	(5,759)	260%
Unauthorized water use penalties	0	150	(150)	0	1,200	(1,200)	0%	1,800	1,800	0%
Returned check service charges	215	50	165	4,515	400	4,115	1129%	600	(3,915)	753%
Site rental - microwave station	4,206	6,200	(1,994)	45,328	49,600	(4,272)	91%	74,400	29,072	61%
Delinquent charges	112,227	18,750	93,477	624,798	150,000	474,798	417%	225,000	(399,798)	278%
Standby maintenance fees	19,500	19,500	0	156,000	156,000	0	100%	234,000	78,000	67%
Lien recordation/release fees	1,261	250	1,011	5,207	2,000	3,207	260%	3,000	(2,207)	174%
Total	909,102	1,213,547	(304,445)	9,054,321	9,706,349	(652,028)	93%	12,543,317	3,488,996	72%
NON-OPERATING INCOME:										
Capacity fees	50,800	41,667	9,133	295,880	333,336	(37,456)	89%	500,000	204,120	59%
Front footage charges	0	0	0	0	0	0	0%	0	0	0%
Annexation fees	0	0	0	0	0	0	0%	0	0	0%
Interest income	5,414	17,222	(11,808)	74,073	137,776	(63,703)	54%	206,664	132,591	36%
Investment income/(loss)	(19,585)	16,737	(36,322)	(35,925)	133,896	(169,821)	-27%	200,844	236,769	-18%
Property taxes	49,073	49,072	1	392,583	392,589	(6)	100%	588,875	196,292	67%
Grants	0	96,343	(96,343)	9,473	770,743	(761,270)	0%	1,156,115	1,146,642	0%
Contributed revenue	0	0	0	0	0	0	0%	0	0	0%
Gain(loss) asset disposals	30,000	0	30,000	48,600	0	48,600	0%	0	(48,600)	0%
Total	115,702	221,041	(105,339)	784,685	1,768,340	(983,655)	44%	2,652,498	1,867,813	30%
NON-OPERATING EXPENSE:										
Interest	946	879	(67)	7,548	6,009	(1,539)	126%	9,525	1,977	79%
County administrative charges	6	0	(6)	6,985	0	(6,985)	#DIV/0!	0	(6,985)	#DIV/0!
Trustee fees C.O.P.'s	0	0	0	0	0	0	0%	0	0	0%
Amortization of C.O.P. discount	0	0	0	0	0	0	0%	0	0	0%
Amortization of C.O.P. issuance costs	18	18	0	144	144	0	100%	216	72	67%
Uncollectable Accounts	(1,554)	50	1,604	54,221	400	(53,821)	13555%	8,060	(46,161)	673%
Prior year (income) expense	0	0	0	0	0	0	0%	0	0	0%
Total	(583)	947	1,530	68,898	6,553	(62,345)	1051%	17,801	(51,097)	387%

MISSION SPRINGS WATER DISTRICT
 WATER FUND "IDE"
 INCOME STATEMENT
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE C

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021			
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%	
			(UNFAVORABLE) VARIANCE			(UNFAVORABLE) VARIANCE AMOUNT					OF YEAR TO DATE BUDGET
OPERATING REVENUE	2	17,053	15,787	1,266	173,704	126,302	47,402	138%	189,450	15,746	92%
OPERATING EXPENSE:											
Pumping-											
Salaries and wages		1,434	1,960	526	16,790	15,680	(1,110)	107%	23,520	6,730	71%
Benefit pay	5	(12)	447	459	3,675	3,576	(99)	103%	5,364	1,689	69%
Fringe benefits	4	2,043	1,236	(807)	11,020	9,888	(1,132)	111%	14,832	3,812	74%
Electric utility		3,166	4,171	1,005	40,604	33,363	(7,241)	122%	50,047	9,443	81%
Materials and services		8,530	8,649	119	67,287	72,191	4,904	93%	106,787	39,500	63%
Total		15,161	16,463	1,302	139,376	134,698	(4,678)	103%	200,550	61,174	69%
Transmission and distribution-											
Salaries and wages		429	2,500	2,071	11,393	20,000	8,607	57%	30,000	18,607	38%
Benefit pay	5	(3)	678	681	2,490	5,424	2,934	46%	8,136	5,646	31%
Fringe benefits	4	612	1,748	1,136	7,144	13,984	6,840	51%	20,976	13,832	34%
Materials and services		0	2,003	2,003	0	18,320	18,320	0%	26,455	26,455	0%
Total		1,038	6,929	5,891	21,027	57,728	36,701	36%	85,567	64,540	25%
Customer accounts-											
Salaries and wages		0	2,647	2,647	147	21,176	21,029	1%	31,764	31,617	0%
Benefit pay	5	0	725	725	39	5,800	5,761	1%	8,700	8,661	0%
Fringe benefits	4	0	1,909	1,909	89	15,272	15,183	1%	22,908	22,819	0%
Materials and services		0	0	0	0	0	0	0%	0	0	0%
Total		0	5,281	5,281	275	42,248	41,973	1%	63,372	63,097	0%
Other operating-											
Standby salaries and wages		0	591	591	0	4,728	4,728	0%	7,092	7,092	0%
Standby reports		0	25	25	180	200	20	90%	300	120	60%
Consulting engineer		0	0	0	0	0	0	0%	0	0	0%
Depreciation		5,264	5,265	1	42,115	42,113	(2)	100%	63,173	21,058	67%
Administrative costs	E	1,543	22,774	21,231	96,919	196,133	99,214	49%	282,671	185,752	34%
TOTAL OPERATING EXPENSE		23,006	57,328	34,322	299,893	477,848	177,955	63%	702,725	402,832	43%
NET OPERATING INCOME(LOSS)		(5,953)	(41,541)	(35,587)	(126,189)	(351,546)	(225,357)	36%	(513,275)	(387,086)	25%
ADD NON-OPERATING REVENUE	2	5,694	(5,197)	10,891	7,029	(11,855)	18,884	-59%	(58,016)	(65,045)	-12%
Total		(259)	(46,738)	46,478	(119,160)	(363,401)	244,242	33%	(571,291)	(452,132)	21%
LESS NON-OPERATING EXPENSE	2	1,042	1,042	0	9,089	8,336	(753)	109%	13,104	4,015	69%
NET INCOME(LOSS)	A	(1,301)	(47,780)	46,478	(128,249)	(371,737)	243,489	34%	(584,395)	(456,146)	22%

MISSION SPRINGS WATER DISTRICT
 WATER FUND "IDE"
 OPERATING REVENUE, NON-OPERATING REVENUE AND EXPENSE
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 2

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%
			(UNFAVORABLE)			(UNFAVORABLE)				
			VARIANCE			VARIANCE	DATE		AMOUNT	USED
						AMOUNT	BUDGET			
OPERATING REVENUE:										
Water service charge-residential	5,242	5,000	242	46,374	40,000	6,374	116%	60,000	13,626	77%
Water service charge-commercial	109	100	9	1,051	800	251	131%	1,200	149	88%
Water service charge-landscape	12	0	12	112	0	112	0%	0	(112)	0%
Water service charge-construction	0	0	0	0	0	0	0%	0	0	0%
Water consumption-residential	6,578	8,312	(1,734)	91,687	66,502	25,185	138%	99,750	8,063	92%
Water consumption-commercial	0	100	(100)	11	800	(789)	1%	1,200	1,189	1%
Water consumption-landscape	0	0	0	0	0	0	0%	0	0	0%
Water consumption-construction	0	0	0	0	0	0	0%	0	0	0%
Drought surcharge fees	0	0	0	0	0	0	0%	0	0	0%
Reconnect/disconnect fees	0	100	(100)	50	800	(750)	6%	1,200	1,150	4%
New meter installations	0	0	0	0	0	0	0%	0	0	#DIV/0!
Temporary const. meter installations	0	0	0	0	0	0	0%	0	0	0%
Backflow device maintenance fees	95	75	20	888	600	288	148%	900	12	99%
R.P. & double check installations	0	0	0	0	0	0	0%	0	0	0%
Fire flow charges	157	100	57	1,355	800	555	169%	1,200	(155)	113%
Fire flow tests	0	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!
Unauthorized water use penalties	0	0	0	0	0	0	0%	0	0	0%
Returned check service charges	50	0	50	200	0	200	#DIV/0!	0	(200)	#DIV/0!
Certified meter test fees	0	0	0	0	0	0	0%	0	0	0%
Delinquent charges	3,810	1,000	2,810	23,389	8,000	15,389	292%	12,000	(11,389)	195%
Standby maintenance fees	1,000	1,000	0	8,000	8,000	0	100%	12,000	4,000	67%
Lien recordation/release fees	0	0	0	588	0	588	0%	0	(588)	0%
Total	17,053	15,787	1,266	173,704	126,302	47,402	138%	189,450	15,746	92%
NON-OPERATING INCOME:										
Capacity fees	0	0	0	0	4,353	(4,353)	0%	4,353	4,353	0%
Front footage charges	0	0	0	0	0	0	0%	0	0	0%
Annexation fees	0	0	0	0	0	0	0%	0	0	0%
Interest income	(1,401)	(3,600)	2,199	(18,299)	(28,800)	10,501	64%	(43,200)	(24,901)	42%
Investment income/(loss)	5,067	(3,625)	8,692	9,108	(3,625)	12,733	-251%	(43,500)	(52,608)	-21%
Property taxes	2,028	2,028	(0)	16,221	16,217	4	100%	24,331	8,110	67%
Grants	0	0	0	0	0	0	0%	0	0	0%
Contributed revenue	0	0	0	0	0	0	0%	0	0	0%
Gain(loss) asset disposals	0	0	0	0	0	0	0%	0	0	0%
Total	5,694	(5,197)	10,891	7,029	(11,855)	18,884	-59%	(58,016)	(65,045)	-12%
NON-OPERATING EXPENSE:										
Interest	940	940	0	7,520	7,520	0	100%	11,280	3,760	67%
County administrative charges	0	0	0	0	0	0	#DIV/0!	0	0	#DIV/0!
Amortization of C.O.P. issuance costs	102	102	0	816	816	0	100%	1,224	408	67%
Uncollectable Accounts	0	0	0	753	0	(753)	#DIV/0!	600	(153)	126%
Prior year (income) expense	0	0	0	0	0	0	0%	0	0	0%
Total	1,042	1,042	0	9,089	8,336	(753)	109%	13,104	4,015	69%

MISSION SPRINGS WATER DISTRICT
SEWER FUND
INCOME STATEMENT
JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE D

SEE SCH	CURRENT MONTH			YEAR TO DATE				PERCENT USED OF YEAR TO DATE BUDGET	2020-2021 ADOPTED BUDGET		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	TOTAL		REMAINING	67%	
			(UNFAVORABLE) VARIANCE			(UNFAVOR) VARIANCE AMOUNT					AMOUNT
OPERATING REVENUE	3	566,366	590,641	(24,275)	5,079,777	4,725,130	354,647	108%	6,766,200	1,686,423	75%
OPERATING EXPENSE:											
Collection-											
Salaries and wages		6,827	11,395	4,568	69,637	91,160	21,524	76%	136,740	67,104	51%
Benefit pay	5	(396)	3,016	3,412	18,534	24,128	5,594	77%	36,192	17,658	51%
Fringe benefits	4	9,235	7,833	(1,402)	47,570	62,664	15,094	76%	93,996	46,426	51%
Materials and services		1,188	13,582	12,394	107,615	108,616	1,001	99%	162,960	55,345	66%
Total		16,855	35,826	18,971	243,357	286,568	43,211	85%	429,888	186,531	57%
Treatment-											
Salaries and wages		47,592	39,921	(7,671)	342,498	319,368	(23,130)	107%	479,052	136,554	71%
Benefit pay	5	(1,689)	8,109	9,798	75,257	64,872	(10,385)	116%	97,308	22,051	77%
Fringe benefits	4	65,920	25,389	(40,531)	240,355	203,112	(37,243)	118%	304,668	64,313	79%
Electric utility		18,164	16,549	(1,615)	199,907	132,391	(67,516)	151%	198,587	(1,320)	101%
Materials and services		45,769	47,706	1,937	435,921	425,652	(10,269)	102%	647,509	211,588	67%
Total		175,757	137,674	(38,083)	1,293,938	1,145,395	(148,543)	113%	1,727,124	433,186	75%
Other operating-											
Standby salaries and wages		6,068	6,073	5	50,624	48,584	(2,040)	104%	72,876	22,252	69%
Standby reports		0	150	150	2,073	1,500	(573)	138%	3,400	1,327	61%
Depreciation		140,193	131,048	(9,145)	1,121,624	1,048,464	(73,160)	107%	1,572,656	451,032	71%
Administrative costs	E	175,088	136,328	(38,761)	1,190,671	1,174,093	(16,578)	101%	1,692,125	501,454	70%
TOTAL OPERATING EXPENSE		513,960	447,099	(66,862)	3,902,287	3,704,604	(197,683)	105%	5,498,069	1,595,782	71%
NET OPERATING INCOME(LOSS)		52,406	143,542	42,587	1,177,490	1,020,526	156,964	115%	1,268,131	90,641	93%
ADD NON-OPERATING REVENUE	3	90,648	805,909	(715,261)	790,782	6,438,193	(5,647,411)	12%	9,655,267	8,864,485	8%
Total		143,054	949,451	(806,398)	1,968,272	7,458,719	(5,490,447)	26%	10,923,398	8,955,126	18%
LESS NON-OPERATING EXPENSE	3	48,061	48,057	4	388,649	384,456	(4,193)	101%	576,684	188,035	67%
NET INCOME(LOSS)	A	94,993	901,394	(806,401)	1,579,623	7,074,263	(5,494,640)	22%	10,346,714	8,767,091	15%

MISSION SPRINGS WATER DISTRICT
SEWER FUND
OPERATING REVENUE, NON-OPERATING REVENUE AND EXPENSE
JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 3

SEE SCH	CURRENT MONTH			YEAR TO DATE				PERCENT USED OF YEAR TO DATE	2020-2021 ADOPTED BUDGET		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	TOTAL		REMAINING	67%	
			(UNFAVORABLE) VARIANCE			(UNFAVORABLE) VARIANCE AMOUNT					USED
OPERATING REVENUE:											
	510,184	531,666	(21,482)	4,516,460	4,253,330	263,130	106%	6,090,000	1,573,540	74%	
	53,843	57,750	(3,907)	552,854	462,000	90,854	120%	661,500	108,646	84%	
	1,414	300	1,114	3,064	2,400	664	128%	3,600	536	85%	
	925	925	0	7,400	7,400	0	100%	11,100	3,700	67%	
D	<u>566,366</u>	<u>590,641</u>	<u>(24,275)</u>	<u>5,079,777</u>	<u>4,725,130</u>	<u>354,647</u>	108%	<u>6,766,200</u>	<u>1,686,423</u>	75%	
NON-OPERATING REVENUE:											
	17,640	2,520	15,120	76,460	10,080	66,380	759%	12,600	(63,860)	607%	
	0	0	0	0	0	0	0%	0	0	0%	
	0	0	0	0	0	0	0%	0	0	0%	
	60,261	66,324	(6,063)	504,200	531,592	(27,392)	95%	797,889	293,689	63%	
	(17,313)	12,838	(30,151)	(30,360)	102,704	(133,064)	-30%	154,056	184,416	-20%	
	30,060	30,060	0	240,481	240,485	(4)	100%	360,722	120,241	67%	
	0	694,167	(694,167)	0	5,553,332	(5,553,332)	0%	8,330,000	8,330,000	0%	
	0	0	0	0	0	0	0%	0	0	0%	
	0	0	0	0	0	0	0%	0	0	0%	
D	<u>90,648</u>	<u>805,909</u>	<u>(715,261)</u>	<u>790,782</u>	<u>6,438,193</u>	<u>(5,647,411)</u>	12%	<u>9,655,267</u>	<u>8,864,485</u>	8%	
NON-OPERATING EXPENSE:											
	48,057	48,057	0	384,456	384,456	0	100%	576,684	192,228	67%	
	4	0	(4)	4,193	0	(4,193)	0%	0	(4,193)	0%	
	0	0	0	0	0	0	0%	0	0	0%	
	0	0	0	0	0	0	0%	0	0	0%	
	0	0	0	0	0	0	0%	0	0	0%	
	0	0	0	0	0	0	0%	0	0	0%	
D	<u>48,061</u>	<u>48,057</u>	<u>(4)</u>	<u>388,649</u>	<u>384,456</u>	<u>(4,193)</u>	101%	<u>576,684</u>	<u>188,035</u>	67%	

MISSION SPRINGS WATER DISTRICT
 GENERAL FUND INCOME STATEMENT
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE E, page 1 of 2

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%
			(UNFAVORABLE)			(UNFAVOR)				
			VARIANCE			AMOUNT	BUDGET	AMOUNT	USED	
REVENUES & EXPENSES NOT SUBJECT TO FUND TRANSFER:										
Property taxes	43,898	43,897	1	351,180	351,182	(2)	100%	526,770	175,590	67%
Interest income	4,560	10,350	(5,790)	48,422	82,800	(34,378)	58%	124,200	75,778	39%
Investment income/(loss)	(11,045)	7,320	(18,365)	(19,857)	58,560	(78,417)	-34%	87,840	107,697	-23%
P.E.R.S. prior year costs	0	(37,761)	37,761	0	(151,044)	151,044	0%	(453,134)	(453,134)	0%
Pension Inflows/Outflows GASB 68	0	0	0	0	0	0	0%	0	0	0%
Prior year costs	0	0	0	0	0	0	0%	0	0	0%
Gain (Loss) on sale of assets	0	0	0	1,438	0	1,438	0%	0	(1,438)	0%
Total revenues	37,412	23,806	13,606	381,182	341,498	39,684	112%	285,676	(95,506)	133%
GENERAL OPERATING EXPENSE:										
Customer accounts-										
Salaries and wages	29,818	3,733	(26,085)	209,934	29,864	(180,070)	703%	44,796	(165,138)	469%
Benefit pay	5 (1,351)	925	2,276	57,398	7,400	(49,998)	776%	11,100	(46,298)	517%
Fringe benefits	4 40,879	2,638	(38,241)	152,627	21,104	(131,523)	723%	31,656	(120,971)	482%
Materials and services	5,437	40,675	35,238	84,044	89,520	5,476	94%	141,420	57,376	59%
Total	74,783	47,971	(26,812)	504,002	147,888	(356,114)	341%	228,972	(275,030)	220%
Buildings and grounds-										
Salaries and wages	377	969	592	2,887	7,752	4,865	37%	11,628	8,741	25%
Benefit pay	5 (2)	157	159	372	1,256	884	30%	1,884	1,512	20%
Fringe benefits	4 538	637	99	1,901	5,096	3,195	37%	7,644	5,743	25%
Materials and services	5,694	12,788	7,094	51,076	103,104	52,028	50%	154,456	103,380	33%
Total	6,607	14,551	7,944	56,236	117,208	60,972	48%	175,612	119,376	32%
Vehicle maintenance-										
Salaries and wages	1,578	1,453	(125)	7,478	11,624	4,146	64%	17,436	9,958	43%
Benefit pay	5 (12)	235	247	835	1,880	1,045	44%	2,820	1,985	30%
Fringe benefits	4 2,249	956	(1,293)	5,444	7,648	2,204	71%	11,472	6,028	47%
Materials and services	26,882	33,559	6,677	242,198	264,672	22,474	92%	422,708	180,510	57%
Total	30,697	36,203	5,506	255,956	285,824	29,868	90%	454,436	198,480	56%
Administration-										
Salaries and wages	107,990	77,478	(30,512)	680,914	619,824	(61,090)	110%	891,274	210,360	76%
Benefit pay	5 (2,356)	9,262	11,618	88,819	74,096	(14,723)	120%	111,148	22,329	80%
Fringe benefits	4 154,670	46,461	(108,209)	460,571	371,688	(88,883)	124%	557,542	96,971	83%
Materials and services	46,433	72,152	25,719	442,879	651,612	208,733	68%	950,920	508,041	47%
Total	306,737	205,353	(101,384)	1,673,184	1,717,220	44,036	97%	2,510,884	837,700	67%
Board of directors-										
Salaries and wages (staff)	130	4,492	4,362	1,375	35,936	34,561	4%	53,904	52,529	3%
Benefit pay (staff)	5 (1)	922	923	353	7,376	7,023	5%	11,064	10,711	3%
Fringe benefits (staff)	4 184	3,065	2,881	939	24,520	23,581	4%	36,780	35,841	3%
Directors fees	1,800	5,000	3,200	18,350	40,000	21,650	46%	60,000	41,650	31%
Group insurance	8,218	9,500	1,282	65,071	76,000	10,929	86%	114,000	48,929	57%
Materials and services	466	4,100	3,634	(1,805)	71,300	73,105	-3%	87,700	89,505	-2%
Total	10,796	27,079	16,283	84,282	255,132	170,850	33%	363,448	279,166	23%

MISSION SPRINGS WATER DISTRICT - GENERAL FUND INCOME STATEMENT SCHEDULE E, Page 2 of 2

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021			
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%	
			(UNFAVORABLE)			(UNFAVORABLE)					OF YEAR TO
			VARIANCE			AMOUNT	DATE				
GENERAL OPERATING EXPENSE:											
Public affairs-											
	Salaries and wages	4,748	4,250	(498)	41,795	34,000	(7,795)	123%	51,000	9,205	82%
5	Benefit pay	(216)	684	900	10,276	5,472	(4,804)	188%	8,208	(2,068)	125%
4	Fringe benefits	6,508	2,793	(3,715)	28,862	22,344	(6,518)	129%	33,516	4,654	86%
	Materials and services	11,348	25,384	14,036	99,040	139,347	40,307	71%	276,791	177,751	36%
	Total	22,389	33,111	10,722	179,973	201,163	21,190	89%	369,515	189,542	49%
Human resources-											
	Salaries and wages	6,727	7,124	397	57,692	56,992	(700)	101%	85,488	27,796	67%
5	Benefit pay	(271)	1,377	1,648	11,364	11,016	(348)	103%	16,524	5,160	69%
4	Fringe benefits	9,271	4,813	(4,458)	38,733	38,504	(229)	101%	57,756	19,023	67%
	Materials and services	4,098	4,133	35	17,162	40,631	23,469	42%	60,371	43,209	28%
	Total	19,824	17,447	(2,377)	124,952	147,143	22,191	85%	220,139	95,187	57%
Engineering and planning-											
	Salaries and wages	15,872	8,904	(6,968)	133,179	71,232	(61,947)	187%	106,848	(26,331)	125%
5	Benefit pay	(480)	1,964	2,444	26,727	15,712	(11,015)	170%	23,568	(3,159)	113%
4	Fringe benefits	22,103	6,154	(15,949)	90,572	49,232	(41,340)	184%	73,848	(16,724)	123%
	Materials and services	13,636	44,423	30,787	182,691	291,242	108,551	63%	429,738	247,047	43%
	Total	51,131	61,445	10,314	433,168	427,418	(5,750)	101%	634,002	200,834	68%
Accounting-											
	Salaries and wages	15,881	12,886	(2,995)	103,415	103,088	(327)	100%	154,632	51,217	67%
5	Benefit pay	(656)	3,028	3,684	27,243	24,224	(3,019)	112%	36,336	9,093	75%
4	Fringe benefits	21,864	9,010	(12,854)	75,853	72,080	(3,773)	105%	108,120	32,267	70%
	Materials and services	25,025	34,070	9,046	219,855	320,560	100,705	69%	454,844	234,989	48%
	Total	62,114	58,994	(3,120)	426,367	519,952	93,585	82%	753,932	327,565	57%
Other general operating-											
	Insurance	11,027	14,720	3,693	98,522	117,760	19,238	84%	176,640	78,118	56%
	Auditing	0	0	0	43,770	44,000	230	99%	45,000	1,230	97%
	Rate study	0	0	0	0	0	0	0%	0	0	0%
	Legal	97,578	50,000	(47,578)	585,441	886,000	300,559	66%	1,086,000	500,559	54%
	Ground water management	0	0	0	0	20,000	20,000	0%	20,000	20,000	0%
	Depreciation	21,143	10,964	(10,179)	171,231	89,795	(81,436)	191%	133,651	(37,580)	128%
	Total operating expenses	714,826	577,838	(136,988)	4,637,083	4,976,503	339,420	93%	7,172,231	2,535,148	65%
Less - Fund transfers:											
	General reimbursable jobs	(145)	(2,104)	(1,958)	(917)	(18,117)	(17,199)	5%	(26,110)	(25,193)	4%
	General construction in progress	(48)	(5,250)	(5,201)	(1,291)	(45,212)	(43,922)	3%	(65,161)	(63,870)	2%
	Water reimbursable jobs "DHS"	(1,577)	(13,157)	(11,580)	(27,630)	(113,309)	(85,679)	24%	(163,303)	(135,673)	17%
	Water construction in progress "DHS"	(5,138)	(24,127)	(18,989)	(150,377)	(207,787)	(57,410)	72%	(299,466)	(149,089)	50%
B	Water operating expenses "DHS"	(530,511)	(358,378)	172,132	(3,124,105)	(3,086,454)	37,651	101%	(4,448,256)	(1,324,151)	70%
	Water reimbursable jobs "IDE"	0	0	0	(290)	0	290	0%	0	290	0%
	Water construction in progress "IDE"	0	0	0	0	0	0	0%	0	0	0%
C	Water operating expenses "IDE"	(1,543)	(22,774)	(21,231)	(96,919)	(196,133)	(99,214)	49%	(282,671)	(185,752)	34%
	Sewer reimbursable jobs	(255)	(2,676)	(2,420)	(7,127)	(23,043)	(15,916)	31%	(33,210)	(26,083)	21%
	Sewer construction in progress	(520)	(13,046)	(12,526)	(37,756)	(112,356)	(74,599)	34%	(161,929)	(124,173)	23%
D	Sewer operating expenses	(175,088)	(136,328)	38,761	(1,190,671)	(1,174,093)	16,578	101%	(1,692,125)	(501,454)	70%
	NET OPERATING EXPENSE	0	0	0	0	0	(0)	0%	0	(0)	
A	NET INCOME(LOSS)	37,412	23,806	13,606	381,182	341,498	39,684	112%	285,676	(95,506)	133%

MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 BENEFIT PAY ALLOCATION
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 5

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021			
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%	
			(UNFAVORABLE)			(UNFAVORABLE)					OF YEAR TO
			VARIANCE			VARIANCE	DATE		AMOUNT	USED	
GENERAL OPERATING FUND:											
Customer accounts	E	(1,351)	925	2,276	57,398	7,400	(49,998)	776%	11,100	(46,298)	517%
Buildings and grounds	E	(2)	157	159	372	1,256	884	30%	1,884	1,512	20%
Vehicle maintenance	E	(12)	235	247	835	1,880	1,045	44%	2,820	1,985	30%
Administration	E	(2,356)	9,262	11,618	88,819	74,096	(14,723)	120%	111,148	22,329	80%
Board of directors	E	(1)	922	923	353	7,376	7,023	5%	11,064	10,711	3%
Public affairs	E	(216)	684	900	10,276	5,472	(4,804)	188%	8,208	(2,068)	125%
Human resources	E	(271)	1,377	1,648	11,364	11,016	(348)	103%	16,524	5,160	69%
Engineering and planning	E	(480)	1,964	2,444	26,727	15,712	(11,015)	170%	23,568	(3,159)	113%
Accounting	E	(656)	3,028	3,684	27,243	24,224	(3,019)	112%	36,336	9,093	75%
Total		(5,345)	18,554	23,899	223,386	148,432	(74,954)	150%	222,652	(734)	100%
Reimbursable jobs		(1)			51						
Construction in progress		(0)			75						
Total allocation	6	(5,347)			223,512						
WATER OPERATING FUND "DHS":											
Pumping	B	(1,650)	7,007	8,657	59,164	56,056	(3,108)	106%	84,084	24,920	70%
Transmission and distribution	B	(2,800)	10,619	13,419	106,697	84,952	(21,745)	126%	127,428	20,731	84%
Customer accounts	B	(970)	11,500	12,470	44,887	92,000	47,113	49%	138,000	93,113	33%
Total		(5,420)	29,126	34,546	210,748	233,008	22,260	90%	349,512	138,764	60%
Reimbursable jobs		(15)			2,117						
Construction in progress		(49)			10,367						
Total allocation	6	(5,485)			223,233						
WATER OPERATING FUND "IDE":											
Pumping	C	(12)	447	459	3,675	3,576	(99)	103%	5,364	1,689	69%
Transmission and distribution	C	(3)	678	681	2,490	5,424	2,934	46%	8,136	5,646	31%
Customer accounts	C	0	725	725	39	5,800	5,761	1%	8,700	8,661	0%
Total		(15)	1,850	1,865	6,204	14,800	8,596	42%	22,200	15,996	28%
Reimbursable jobs		0			0						
Construction in progress		0			0						
Total allocation	6	(15)			6,204						
SEWER OPERATING FUND:											
Collection	D	(396)	3,016	3,412	18,534	24,128	5,594	77%	36,192	17,658	51%
Treatment	D	(1,689)	8,109	9,798	75,257	64,872	(10,385)	116%	97,308	22,051	77%
Disposal	D	0	0	0	0	0	0	0%	0	0	0%
Total		(2,085)	11,125	13,210	93,791	89,000	(4,791)	105%	133,500	39,709	70%
Reimbursable jobs		(2)			517						
Construction in progress		(5)			3,210						
Total allocation	6	(2,092)			97,518						
TOTAL BENEFIT PAY	6	(12,939)			550,466						

MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 FRINGE BENEFIT ALLOCATION
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 4

SEE	CURRENT MONTH			YEAR TO DATE				2020-2021			
	SCF	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	TOTAL	REMAINING	67%
				(UNFAVORABLE)			(UNFAVORABLE)				
			VARIANCE			AMOUNT	DATE		AMOUNT	USED	
GENERAL OPERATING FUND:											
Customer accounts	E	40,879	2,638	(38,241)	152,627	21,104	(131,523)	723%	31,656	120,971	482%
Buildings and grounds	E	538	637	99	1,901	5,096	3,195	37%	7,644	(5,743)	25%
Vehicle maintenance	E	2,249	956	(1,293)	5,444	7,648	2,204	71%	11,472	(6,028)	47%
Administration	E	154,670	46,461	(108,209)	460,571	371,688	(88,883)	124%	557,542	(96,971)	83%
Board of directors	E	184	3,065	2,881	939	24,520	23,581	4%	36,780	(35,841)	3%
Public affairs	E	6,508	2,793	(3,715)	28,862	22,344	(6,518)	129%	33,516	(4,654)	86%
Human resources	E	9,271	4,813	(4,458)	38,733	38,504	(229)	101%	57,756	(19,023)	67%
Engineering and planning	E	22,103	6,154	(15,949)	90,572	49,232	(41,340)	184%	73,848	16,724	123%
Accounting	E	21,864	9,010	(12,854)	75,853	72,080	(3,773)	105%	108,120	(32,267)	70%
Total		<u>258,267</u>	<u>76,527</u>	<u>(181,740)</u>	<u>855,502</u>	<u>612,216</u>	<u>(243,286)</u>	140%	<u>918,334</u>	<u>(62,832)</u>	93%
Reimbursable jobs		303			461						
Construction in progress		138			507						
Total allocation	6	<u>258,708</u>			<u>856,470</u>						
WATER OPERATING FUND "DHS":											
Pumping	B	46,065	19,371	(26,694)	165,932	154,968	(10,964)	107%	232,452	(66,520)	71%
Transmission and distribution	B	71,719	27,392	(44,327)	265,804	219,136	(46,668)	121%	328,704	(62,900)	81%
Customer accounts	B	31,189	30,348	(841)	123,243	242,784	119,541	51%	364,176	(240,933)	34%
Total		<u>148,973</u>	<u>77,111</u>	<u>(71,862)</u>	<u>554,979</u>	<u>616,888</u>	<u>61,909</u>	90%	<u>925,332</u>	<u>(370,353)</u>	60%
Reimbursable jobs		2,457			7,308						
Construction in progress		7,521			31,625						
Total allocation	6	<u>158,950</u>			<u>593,912</u>						
WATER OPERATING FUND "IDE":											
Pumping	C	2,043	1,236	(807)	11,020	9,888	(1,132)	111%	14,832	(3,812)	74%
Transmission and distribution	C	612	1,748	1,136	7,144	13,984	6,840	51%	20,976	(13,832)	34%
Customer accounts	C	0	1,909	1,909	89	15,272	15,183	1%	22,908	(22,819)	0%
Total		<u>2,654</u>	<u>4,893</u>	<u>2,239</u>	<u>18,253</u>	<u>39,144</u>	<u>20,891</u>	47%	<u>58,716</u>	<u>(40,463)</u>	31%
Reimbursable jobs		0			0						
Construction in progress		0			0						
Total allocation	6	<u>2,654</u>			<u>18,253</u>						
SEWER OPERATING FUND:											
Collection	D	9,235	7,833	(1,402)	47,570	62,664	15,094	76%	93,996	(46,426)	51%
Treatment	D	65,920	25,389	(40,531)	240,355	203,112	(37,243)	118%	304,668	(64,313)	79%
Disposal	D	0	0	0	0	0	0	0%	0	0	0%
Total		<u>75,156</u>	<u>33,222</u>	<u>(41,934)</u>	<u>287,926</u>	<u>265,776</u>	<u>(22,150)</u>	108%	<u>398,664</u>	<u>(110,738)</u>	72%
Reimbursable jobs		952			3,251						
Construction in progress		1,102			7,338						
Total allocation	6	<u>77,210</u>			<u>298,515</u>						
TOTAL FRINGE BENEFITS	6	<u>497,523</u>			<u>1,767,149</u>						

MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 EMPLOYEE BENEFITS
 JULY 1, 2020 TO FEBRUARY 28, 2021

SCHEDULE 6

SEE SCH	CURRENT MONTH			YEAR TO DATE				2020-2021		
	ACTUAL	BUDGET	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	PERCENT USED	ADOPTED BUDGET	REMAINING	67%
			(UNFAVORABLE)			(UNFAVORABLE)				
			VARIANCE			AMOUNT	DATE	TOTAL	AMOUNT	USED
BENEFIT PAY:										
Sick leave	(7,498)	16,338	23,836	136,900	130,704	(6,196)	105%	196,056	59,156	70%
W.C.I. injuries	0	208	208	0	1,664	1,664	0%	2,496	2,496	0%
Vacation	(29,916)	23,822	53,738	190,576	190,576	0	100%	285,864	95,288	67%
Bereavement	885	417	(468)	4,761	3,336	(1,425)	143%	5,004	243	95%
Holidays	18,284	16,813	(1,471)	178,175	134,504	(43,671)	132%	201,756	23,581	88%
Optional Holiday	5,306	4,585	(721)	39,585	36,680	(2,905)	108%	55,020	15,435	72%
Jury duty	0	150	150	470	1,200	730	39%	1,800	1,330	26%
Military pay	0	0	0	0	0	0	0%	0	0	0%
Reimbursements	0	42	42	0	336	336	0%	504	504	0%
Total to allocate	<u>(12,939)</u>	<u>62,375</u>	<u>75,314</u>	<u>550,466</u>	<u>499,000</u>	<u>(51,466)</u>	110%	<u>748,500</u>	<u>198,034</u>	74%
Allocations:										
General operating fund	5	(5,347)		223,512						
Water operating fund "DHS"	5	(5,485)		223,233						
Water operating fund "IDE"	5	(15)		6,204						
Sewer operating fund	5	<u>(2,092)</u>		<u>97,518</u>						
Total allocations		<u>(12,939)</u>	0	<u>550,466</u>	0					
Direct labor		374,350		2,615,263				3,454,106		76%
Benefit pay percent		-3%		21%				22%		
FRINGE BENEFITS:										
Health insurance	80,946	88,878	7,932	660,290	711,024	50,734	93%	1,066,536	406,246	62%
Dental insurance	4,115	4,514	399	33,160	36,112	2,952	92%	54,168	21,008	61%
Eye care insurance	828	929	101	6,882	7,432	550	93%	11,148	4,266	62%
Life insurance	1,691	3,019	1,328	13,551	24,152	10,601	56%	36,228	22,677	37%
Weekly income & LTD	1,400	770	(630)	11,221	6,160	(5,061)	182%	9,240	(1,981)	121%
Retiree's insurance	0	1,860	1,860	0	14,880	14,880	0%	22,320	22,320	0%
Federal payroll taxes	33,392	28,297	(5,095)	220,841	226,376	5,535	98%	339,564	118,723	65%
State payroll taxes	232	715	483	8,783	5,720	(3,063)	154%	8,580	(203)	102%
Worker compensation insurance	5,700	10,385	4,685	48,389	83,080	34,691	58%	124,620	76,231	39%
Retirement	369,219	56,842	(312,377)	761,932	454,136	(307,796)	168%	681,504	(80,428)	112%
Retirement professional fees	0	125	125	2,100	1,600	(500)	131%	2,100	0	100%
Boots and footwear	0	0	0	0	0	0	0%	0	0	0%
Uniforms	0	0	0	0	0	0	0%	0	0	0%
Safety and performance	0	0	0	0	0	0	0%	0	0	0%
Picnic	0	0	0	0	0	0	0%	0	0	0%
Total to allocate	<u>497,523</u>	<u>196,334</u>	<u>(301,189)</u>	<u>1,767,149</u>	<u>1,570,672</u>	<u>(196,477)</u>	113%	<u>2,356,008</u>	<u>588,859</u>	75%
Allocations:										
General operating fund	4	258,708		856,470						
Water operating fund "DHS"	4	158,950		593,912						
Water operating fund "IDE"	4	2,654		18,253						
Sewer operating fund	4	<u>77,210</u>		<u>298,515</u>						
Total allocations		<u>497,523</u>	0	<u>1,767,149</u>	0					
Direct labor		374,350		2,615,263				3,454,106		
Fringe benefit percent		133%		68%				68%		
Total employee benefits		484,583		2,317,615				3,104,508		
Direct labor		374,350		2,615,263				3,454,106		76%
Employee benefits percent		129%		89%				90%		

MISSION SPRINGS WATER DISTRICT
COMBINED FUNDS
CASH AND INVESTMENTS
FEBRUARY 28, 2021

SCHEDULE F

	SEE SCH	WATER DISTRICT		SEWER DISTRICT	GENERAL DISTRICT	COMBINED DISTRICTS	
		"DHS"	"IDE"				
UNRESTRICTED ASSETS - CASH:							
Change fund and petty cash					1,100	1,100	
Checking - Wells Fargo Bank		2,351,245	722	2,317,849	2,352,583	7,022,399	
Total	A	<u>2,351,245</u>	<u>722</u>	<u>2,317,849</u>	<u>2,353,683</u>	<u>7,023,499</u>	
RESTRICTED ASSETS - CASH:							
Externally Restricted:							
Assessment Districts / Grants							
Checking - Wells Fargo Bank		106		34,320		34,427	
Escrow account - CVWD Prop #84				0		0	
AD 12 CSWRCB SRF DEBT SERV RESERVE				311,861		311,861	
Internally Restricted:							
Catastrophic Loss Reserve Fund							
Investment Trust of California (CalTrust)					500,000	500,000	
Self-Insurance Reserve Fund							
Investment Trust of California (CalTrust)-MM.#191, 12/82					150,000	150,000	
Capital Reserve Fund							
Investment Trust of California (CalTrust)							
- MM#95-20, 95-10, 95-21, 6/95		20,600,587	649,396	11,851,541	2,460,312	35,561,836	
Financial Assistance Fund							
Investment Trust of California (CalTrust)		0	0	65,688	0	65,688	
Capital Improvements							
Investment Trust of California (CalTrust)		(6,500,723)	(4,313,956)	104,781	5,128,684	(5,581,214)	
Net Capital Reserves		14,099,865	(3,664,560)	12,022,010	7,588,996	30,046,310	
TOTAL RESTRICTED ASSETS	A	<u>14,099,971</u>	<u>(3,664,560)</u>	<u>12,368,191</u>	<u>8,238,996</u>	<u>31,042,598</u>	
TOTAL CASH IN CUSTODY OF M.S.W.D.	CASH FLOW	<u>16,451,216</u>	<u>(3,663,838)</u>	<u>14,686,040</u>	<u>10,592,679</u>	<u>38,066,097</u>	
INTEREST EARNED: (CalTrust)							
July-20	0.09%	12,229	(3,188)	10,905	7,780	27,726	
August-20	0.08%	11,814	(3,023)	10,517	6,853	26,162	
September-20	0.08%	10,878	(2,763)	9,279	6,290	23,684	
October-20	0.07%	10,334	(2,585)	8,426	5,887	22,062	
November-20	0.05%	8,862	(1,947)	5,922	4,162	16,999	
December-20	0.05%	8,188	(1,795)	5,157	4,045	15,595	
January-21	0.04%	6,354	(1,598)	5,103	3,662	13,521	
February-21	0.04%	5,414	(1,401)	4,786	3,053	11,853	
March-21	0.00%	-	-	-	-	-	
April-21	0.00%	-	-	-	-	-	
May-21	0.00%	-	-	-	-	-	
June-21	0.00%	-	-	-	-	-	
TOTAL		<u>74,073</u>	<u>(18,299)</u>	<u>60,095</u>	<u>41,733</u>	<u>157,602</u>	

Total Cash In Custody of MSWD

