



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, July 14, 2022 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 AND CALIFORNIA'S ASSEMBLY BILL 361 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](mailto:DPETEE@MSWD.ORG) PRIOR TO THE START OF THE MEETING OR GIVE REAL TIME COMMENTS BY ATTENDING THE MEETING VIRTUALLY OR TELEPHONICALLY.

JOIN ZOOM MEETING:

<https://us02web.zoom.us/j/8220655340?from=addon>

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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### ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA

1. CALL TO ORDER

2. 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.*

### EMPLOYEE RECOGNITION

6. HUMAN RESOURCES REPORT

**ACTION ITEMS**

- 7. RESOLUTION 2022-17 - AMENDING RESOLUTION NO. 2021-18; REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**  
It is recommended to adopt Resolution No. 2022-17 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.
- 8. RESOLUTION 2022-18 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JULY 23, 2022 – AUGUST 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**  
It is recommended to approve Resolution 2022-18, continuing teleconferencing meetings for the period of July 23, 2022 - August 22, 2022.
- 9. RESOLUTION 2022-19 - CONFLICT OF INTEREST CODE UPDATE**  
It is recommended to adopt Resolution No. 2022-19 amending the Mission Springs Water District Conflict of Interest Code.
- 10. VARIOUS AGREEMENTS RELATED TO THE REHABILITATION OF HORTON WASTEWATER TREATMENT FACILITY, THE NORTH BUILDING**  
It is recommended to authorize the General Manager to enter into the appropriate agreements to facilitate the rehabilitation of Horton Wastewater Treatment Facility, The North Building. This rehabilitation includes the construction and upgrades for two (2) bathrooms, kitchen, and office space for the Wastewater and Collections Departments. The agreements necessary to complete the rehabilitation are with Puro Clean for \$26,582.36 (roofing), Hi Desert Air for \$18,250.00 (air conditioning), Cove Electric for \$35,945.62 (electrical upgrades), and SW Plumbing for \$18,745.00 (plumbing).
- 11. FIRST AMENDMENT TO CONTRACT WITH RUHNAU CLARKE ARCHITECTS FOR THE DESIGN OF THE CRITICAL SERVICES CENTER/ADMINISTRATION BUILDING**  
It is recommended to authorize the General Manager to amend the professional services contract with Ruhnau Clarke Architects for the design of the Critical Services Center/Administration Building. The amendment would increase the contract amount \$788,764 from \$1,072,200 to a not to exceed amount of \$1,860,964 and authorize the General Manager to do all things necessary to complete the project.
- 12. RESOLUTION 2022-20 RECOMMENDING APPROVAL OF SKYBORNE DEVELOPMENT - PARTIAL ASSIGNMENT AND ASSUMPTION AGREEMENT**  
It is recommended to adopt Resolution No. 2022-20, 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 Gallery Skyborne Partners, LLC as required by the Third Amendment to the Public Water System Improvement and Water Service Connection Fee Credit / Reimbursement Agreement for Tract No. 32030, and complete with all exhibits.

**DISCUSSION ITEMS**

- 13. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 14. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING 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.*

**15. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

June 1, 2022 - Special Meeting/Workshop  
June 16, 2022 - Study Session  
June 20, 2022- Board Meeting

**16. REGISTER OF DEMANDS**

The register of demands totaling \$3,604,639.24

**REPORTS**

- 17. DIRECTOR'S REPORTS**
- 18. GENERAL MANAGER'S REPORT**

**COMMENTS**

- 19. DISTRICT COUNSEL COMMENTS**
- 20. DIRECTOR COMMENTS**

**CLOSED SESSION**

- 21. 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)
- 22. 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)
- 23. CONFERENCE WITH LEGAL COUNSEL REGARDING SIGNIFICANT EXPOSURE TO LITIGATION**  
pursuant to Government Code Section 54956.9(d)(2) and/or (3)  
(One potential case related to a threat of litigation by Coachillin Holdings, LLC)

- 24. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**  
potential initiation of litigation pursuant to Government Code 54956.9(d)(4)  
(two potential cases).
- 25. ANNUAL PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Pursuant to Government Code Section 54957  
Title: General Manager
- 26. REPORT ON ACTION TAKEN DURING CLOSED SESSION**
- 27. ADJOURN**

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

**ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT <https://www.mswd.org/board.aspx>. NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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#### CERTIFICATION OF POSTING

I certify that on or before July 11, 2022, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



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Arden Wallum  
Secretary of the Board of Directors



# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JULY 14 & 18, 2022

**FROM:** ORIANA HOFFERT-HUMAN  
RESOURCES MANAGER



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## HUMAN RESOURCES REPORT

### PERSONNEL ACTIVITY FOR THE PERIOD JUNE 1-30, 2022

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#### NEW HIRES

Elias Diaz	Field Operations Technician I
Adrian Gaona	Field Service Representative I
James Steiner	

#### ANNIVERSARIES

Michael Moore	Field Operations Technician II	3 Years
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#### PROMOTIONS

None

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

Tim Owens	Water Treatment Operator Grade 2
Theresa Murphy	Water Treatment Operator Grade 2

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING  
**MEETING DATE(S):** JULY 14 & 18, 2022  
**FROM:** Oriana Hoffert – Human Resources Manager

**FOR:** ACTION  X  DIRECTION      INFORMATION    

**RESOLUTION NO. 2022-17**  
AMENDING RESOLUTION NO. 2021-18; REVISION TO MISSION  
SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS

**STAFF RECOMMENDATION**

Adopt Resolution No. 2022-17 amending Resolution No. 2021-18; updating Mission Springs Water District Personnel Rules and Regulations.

**SUMMARY**

The MSWD Personnel Rules and Regulations (aka Employee Handbook) provides guidance and information related to the District’s policies, procedures, and benefits in a written format.

The Employee Handbook was most recently updated in December 2021. On December 20, 2021, the MSWD Board of Directors (Board) adopted Resolutions No. 2021-18, which rescinded all previous resolutions related to personnel policies and regulations and replaced in its entirety the MSWD Personnel Rules and Regulations.

In order to ensure that the District is in full compliance with laws implemented by state and federal agencies, the District’s Human Resources Manager and the District Counsel regularly review and revise the personnel rules and regulations. The revised MSWD Personnel Rules and Regulations includes updates to existing policies to comply with the law or to clarify policy language.

Exhibit “A” outlines the updates to the MSWD Personnel Rules and Regulations. The updated MSWD Personnel Rules and Regulations is in conformance with all required California and federal employment laws.

**FISCAL IMPACT**

None

**ATTACHMENTS**

Resolution No. 2022-17  
Exhibit “A” – Revisions to Personnel Rules and Regulations

**RESOLUTION NO. 2022-17**

**A RESOLUTION TO THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT AMENDING RESOLUTION 2021-18, REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**

**WHEREAS**, on December 20, 2021, the Board of Directors of Mission Springs Water District (“Board of Directors”) adopted Resolution No. 2021-18 and

**WHEREAS**, this Resolution shall amend Resolution No. 2021-18, and

**WHEREAS**, other minor revisions to the Personnel Rules and Regulations are required for consistency and clarity, and

**WHEREAS**, in order to ensure that the District is in full compliance with all required California and federal employment laws it is necessary to regularly update the District’s personnel rules and regulations, and

**WHEREAS**, to the extent the provisions of this Resolutions conflict with any other order, policy, resolution, or ordinance of Mission Springs Water District, the provisions of this Resolutions shall control, and

**WHEREAS**, updates to the Mission Springs Water District Personnel Rules and Regulations has been submitted to the Board of Directors for consideration and action,

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of Mission Springs Water District, that the revisions shown in Exhibit A are duly adopted and incorporated into the Mission Springs Water District Personnel Rules and Regulations as of September 1, 2022; and

**BE IT FURTHER RESOLVED**, by the Board of Directors that the District hereby adopts the changes to the Mission Springs Water District Personnel Rules and Regulations as described in Exhibit “A” attached hereto as of September 1, 2022.

**ADOPTED** this \_\_\_\_ day of July, 2022, by the following vote:

Ayes:

Noes:

Abstain:

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Russ Martin  
President of Mission Springs Water District  
and its Board of Directors

ATTEST:

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

**Exhibit A**

Below represents the changes made to the Mission Springs Water District Personnel Rules and Regulations:

**Rule 2.B.2. Conflict of Interest** – Revised.

Employees unsure as to whether a certain transaction, activity, or relationship constitutes a conflict of interest should discuss it with their immediate supervisor or Human Resources for clarification. Any exceptions to this guideline must be approved in writing by **specify the General Manager**.

**Rule 5.D. District Access to Technology Resources** – Revised.

No employee, other than **specify the General Manager** has authority to waive, vary or amend the District's right to access its Technology Resources.

**Rule 5.F. Passwords** – Revised.

Employees are expected to maintain their passwords and login credentials as confidential. Employees must not share passwords, or forward login credentials unless authorized by **specify the Innovation and Technology Manager** and must not access coworkers' systems without express authorization.

**Rule 5.L. Software Use** – Revised.

1. No employee may load any software on the District's computers, by any means of transmission, unless authorized in writing in advance by **specify the General Manager or their designee (e.g., the Innovation and Technology Manager)** and thoroughly scanned for viruses or other malware prior to installation.
2. Before transferring or copying any software from a District Technology Resource to another computer or other device, employees must obtain written authorization from **specify The General Manager or their designee**. It is the employee's responsibility to adhere to applicable licensing requirements, including not making or distributing unauthorized copies of software to others. Upon departure from the District, it is the employee's responsibility to remove all District software from non-District computers and other devices on which District software has been installed. If an employee sells or otherwise transfers out of his or her own possession or control his or her own personally owned computer, he or she must delete all District software prior to such sale or other transfer. Please ask **specify The General Manager or their designee (e.g., the Innovation and Technology Manager)** for assistance if needed.
3. Such information may not be downloaded, stored, or copied onto any non-District equipment or media (including personally owned computer, handheld devices, external memory devices, or disks) without prior written approval of **specify The General Manager or their designee (e.g., the Innovation and Technology Manager)**.

Similarly, employees may not send Confidential Information to their personal e-mail accounts, even for work-related purposes, without prior written approval of **specify General Manager or their designee (e.g., the Innovation and Technology Manager)**.

4. As soon as an employee believes District-provided equipment is lost or that the security and confidentiality of the data on that equipment has been compromised, he or she must notify ~~specify~~ **The General Manager or their designee (e.g., the Innovation and Technology Manager).**

Accordingly, employees must only access District Technology Resources via means that are specifically approved by ~~specify~~ **the Innovation and Technology Manager.**

Rule 9.B.3. Temporary Employees – Revised.

Where required, steel-toed boots **or carbon-toe boots that meet OSHA and ASTM safety requirement,** shall be worn on first day of work and every day of work thereafter.

Rule 10.D.5 Temporary Employees – Revised.

~~Hourly or~~ part-time temporary employees are not eligible for and shall not receive any fringe benefits other than Workers' Compensation Insurance **or other benefits as required by law.**

Rule 11.A. Introductory Period – Revised.

The District attempts to hire the most-qualified employees for each position. To ensure this, the District provides for an introductory period of employment for the employee to assess the District and the job content, and for the District to evaluate the new employee and his or her job performance. All new employees **and existing employees who are new to a position** must complete to the District's satisfaction a 1-year introductory period beginning with the date of initial employment, **demotion, promotion or lateral transfer to a position which the employee has not previously held. Employees who are demoted, promoted, or transferred to a position which the employee previously held and for which the employee previously completed the probationary period, are not required to complete another probationary period.**

Rule 11.B. Rejection Following **Demotion, Promotion or Transfer** – Revised.

Any probationary employee rejected during or at the conclusion of a probationary period following a **demotion, promotion or lateral transfer** shall be reinstated to the position from which the employee was **demoted, promoted or transferred** unless:

1. Disciplinary charges are filed and the employee is dismissed from employment in the manner provided in these Rules; or
2. The former position is no longer available.

Rule 12.B. Promotion – Revised.

An employee who has been promoted to a higher classification (or ~~voluntarily~~ demoted to a lower classification in which they have not completed the required probationary period), shall serve a twelve (12) month probation for the classification.

Rule 17.A.2.b. Retired Annuitants – Revised.

Tier Two. In accordance with District policy (Resolution 2016-07 adopted 4/18/16), retired annuitants may be eligible for group health insurance premiums paid 50 percent by the District until eligible for Medicare benefits, or age sixty-five (65), whichever is earlier, provided that prior to the date of retirement, the annuitant had at least fifteen (15) years of service and reached the age of fifty-five (55). **Eligible retirees who wish to exercise this benefit, must give notice in writing to the District within 30 days of their retirement date.**

Rule 21.H. Vehicle Tracking Policy – Added the approved GPS Tracking Policy as a subsection of the overall Vehicle Policy and Procedure.

H. GPS Tracking Policy

1. Purpose

This policy governs Mission Spring Water District’s (District) use of Global Positioning System (GPS) tracking devices installed in vehicles/equipment (vehicles) owned, leased or rented by the District that are used by its employees while performing District business. District vehicles shall be operated in compliance with all applicable Federal, state, and local laws and ordinances.

The purpose of the policy is to ensure the safe operation of District vehicles, including ensuring that the District is aware of operators’ locations, particularly those working alone or in remote areas, and ensuring that operators comply with all vehicle codes and rules regarding operation. The policy will also allow the District to track the location of its property, better respond to claims involving District vehicles, improve customer service, maintain accurate time records, and reduce insurance costs. This policy is not intended to be punitive or used solely to monitor individual employees, although unsafe and unauthorized vehicle usage may lead to disciplinary action.

2. Vehicle Monitoring

GPS devices transmit data to the District via the Verizon Connect system and send information back to a fleet management system via cellular 3G, 4G, LTE, CDMA or satellite networks. Verizon Connect can also send push notifications, including but not limited to, alerts of excessive speed or locations outside service or work area, to District staff. The Verizon Connect system will also include fleet maintenance software to notify District staff when vehicle diagnostic trouble codes are triggered and to guide operators through vehicle inspection reports, including providing operators the ability to add/attach notes and photographs.

Vehicle information such as location, speed, and route tracking will be collected 24 hours a day. Other information related to vehicle maintenance will also be collected and stored in the electronic tracking system. The data collected through Verizon Connect will be stored in the Verizon cloud. District staff can access the data by logging into its Verizon Connect Portal. Access to the data maintained on Verizon Connect --- other than location --- will be limited to authorized personnel, subject to the District’s discretion. The District reserves the right to make the location of District vehicles known to all District employees for the purpose of being able to expeditiously respond to emergencies by immediately locating the whereabouts of its vehicles and their proximity to District assets located throughout the District’s territory. Employees are advised that other employees may also be able to see the location of District vehicles if they are logged into the Geoviewer app.

The District will actively review and/or monitor the GPS data depending on the circumstances, including, but not limited to post-accident analysis, complaint research, stolen vehicle recovery, productivity/operational evaluation to dispatch/reroute equipment, or to respond to emergency situations. The data may be used in conjunction with other District software.

District has the right to monitor employee locations via the GPS tracking device as long as the employee is operating a District vehicle, and employees should have no expectation of privacy with respect to the use of District vehicles. Employees are not to use District vehicles for personal business.

3. Employee Responsibilities

The presence of the GPS device does not relieve the employees of their responsibility to inspect their assigned vehicles as required or to immediately report to their supervisors any damage or other issues with the vehicles, including with the GPS device. It is the employees’ responsibility to operate any District vehicle assigned to them in a safe manner, compliant with all Federal and state driving regulations.

4. Device Tampering

Any tampering or attempts to remove or disable the GPS tracking device is prohibited and constitutes grounds for immediate discipline, up to and including termination.

## 5. Disclosure of Records

The Public Records Act may require that the District disclose specified public records. In response to a request for disclosure, it may be necessary to examine GPS records to determine whether they are public records that are subject to disclosure. The District may also be required to produce information obtained from the GPS system pursuant to court order, subpoena or statute. Therefore, employees are reminded that they should not have any expectation of privacy with respect to the manner and method with which they operate a District vehicle or the location of the vehicle.

### Rule 22.D.1 Overtime Definition and Rates of Pay - Revised

Certain types of pay are excluded from the calculation of employees' regular rates of pay for purposes of determining the number of overtime compensation due because they are payments made for periods when no work is performed. Those types of pay include: vacation, ~~holiday~~, sick, reporting time, jury duty, pay for bereavement leave, and/or discretionary bonuses.

### Rule 23. District Paid Holidays - Revised

- A. With the exceptions provided herein, holidays for employees covered under these Rules shall be as follows:

January 1 (New Year's Day)  
 Third Monday in January (Martin Luther King, Jr. Day)  
 Third Monday in February (Presidents' Day)  
 Last Monday in May (Memorial Day)  
 July 4 (Independence Day)  
 First Monday in September (Labor Day)  
 November 11 (Veterans' Day)  
 Fourth Thursday in November (Thanksgiving Day)  
 Fourth Friday in November (The Friday following Thanksgiving Day)  
 December 25 (Christmas Day)

~~Any day appointed by the Governor of the State of California as a special holiday that falls on a normally scheduled workday.~~

- C. Part-Time Employees. ~~Part-time employees regularly assigned to work more than twenty (20) hours shall receive holidays prorated by comparing the time worked to forty (40) hours.~~ **Temporary** Part-time employees regularly assigned to work twenty (20) hours or less are not entitled to holidays.

- F. Seasonal, **Temporary** and Emergency Employees. Seasonal, **temporary** and emergency employees shall not receive holiday pay.

G. **Temporary full-time employees are eligible to receive pay for District closed holidays in section A above.**

### Rule 25.B. Vacation Postponement/Accrual. – Added

**Any full-time regular employee who has been absent from work for at least 30 days will stop accruing vacation leave starting the 31<sup>st</sup> day of absence.**



Rule 26.E.1. d.i. Annual Sell Back – Revised.

~~An employee must maintain a one hundred forty four (144) hour base (but may not exceed six hundred (600) hours) of sick leave in order to sell back to the District the sick leave hours accrued during the year which exceed 50% of the total sick leave hours accrue during that calendar year, providing the employee did not use more than forty eight (48) hours of sick leave during said year. If an employee has over one hundred forty-four (144) hours but less than six hundred (600) hours of accrued sick leave at the end of a calendar year, they may sell back up to 50% of the sick leave accrued that year minus the number of sick leave hours used that year. The employee may not sell back sick leave that would result in the employee having less than one hundred forty-four (144) hours of accrued sick leave.~~

Rule 26.E.2.b. Sick Leave Bank for All Other Employees, Including Temporary, Extra Help, Part-Time, and Seasonal Employees, Who Work 30 or More Days Within a Year – Revised.

Employees who qualify for sick leave under this section are entitled to use accrued sick days beginning on the 90<sup>th</sup> day of employment. Temporary, extra help, part-time, and seasonal employees shall receive 247 hours (or three (3) days) of sick leave in their sick leave bank immediately upon commencement of employment., ~~whichever occurs first.~~ Unused sick leave at the end of the calendar year may not be carried forward and sick leave may not be cashed out. Thereafter, at the beginning of each subsequent calendar year, the employee shall begin the year with 247 hours (or three (3) days) in their sick leave bank.

Rule 27.E. Other Leaves of Absence – Revised.

Military Leave of Absence - The District will grant employees a military leave of absence to the extent required by applicable federal and state law.

~~Any public employee who is on temporary military leave of absence for military duty ordered for purposes of active military training, inactive duty training, encampment, naval cruises, special exercises, or like activity..., provided that the ordered duty does not exceed 180 days...is entitled to receive his or her salary or compensation as a public employee for the first 30 calendar days of any such absence.” In order to receive pay during the military leave, the employee must have worked for the public agency for a period of at least one year immediately prior to taking the leave.~~

Rule 27.F. Coordination of Benefits – Revised.

The District coordinates benefits with the State of California Disability Insurance (SDI) program and Paid Family Leave (PFL) program in order to ensure that employees receive up to 100% of their normal gross weekly wages during periods when they are unable to work due to their own non-work-related illness or injury, pregnancy or childbirth, to care for a seriously ill family member or to bond with a new child. ~~Employees are required to use any accrued paid leave for any portion of unpaid leave during which the employee intends to receive SDI or PFL benefits.~~ The District will pay employees, ~~from the employee’s accrual balances,~~ the balance between the amount they would ordinarily earn as regular wages and the SDI or PFL benefits they receive so that employees are made whole while they are unable to work.

Rule 30.A. Disciplinary Action – Revised.

2. Probationary, Temporary, Seasonal, Emergency, and Part-Time Employees.

Probationary, temporary, seasonal, emergency, and part-time employees are at- will employees and as a result may be demoted, reduced in step, suspended or dismissed without prior notice or cause, and without any right of appeal. As such, the provisions of this Rule 30 (~~Disciplinary Action~~) and Rule 31 (~~Appeal Procedure~~) shall not apply to such employees.

I. Purpose of Guideline

It is the intent of the District to maintain a workplace that is free of the inappropriate use of drugs and alcohol during work hours and to discourage drug and alcohol abuse by its employees. To further its interest in avoiding accidents, to promote and maintain safe and efficient working conditions for its employees, and to protect its business, property, equipment, and operations, the District has established this Guideline concerning the use of alcohol and drugs. As a condition of continued employment with the District, each employee must abide by this Guideline.

Rule 39. Education and Certification Incentive Pay – Added

Each employee shall receive a salary increase, as indicated, if they achieve the following:

- A. Higher Education. Employees whose jobs do not require but have earned a higher education degree will be eligible for the following incentive:
  - a) A.A. degree or A.S. degree: two-and one-half percent (2 ½%).
  - b) B.A. degree or B.S. degree: an additional two-and one-half percent (2 ½%).
  
- B. Certification
  - c) One (1) job-related certification above what is required for the position: two-and-one-half percent (2 ½%).
  - d) Two (2) job-related certifications above what is required for the position: an additional two-and-one-half percent (2 ½%).
  - e) Wastewater employees who maintain their commercial driver’s license: an additional two-and-one-half percent (2 ½%).
  
- C. Maximum Combined Incentive Pay. Total maximum incentive pay not to exceed 5%.
  
- D. Eligibility. Higher education degrees and certifications must be job related.
  - a. Higher education degrees must be in a major which the General Manager determines is relevant to the duties regularly performed in the job classification.
  - b. Certifications must be directly related to the performance of the employee’s duties as stated in the employee’s job description. A list of eligible certifications shall be maintained by Human Resources and made available upon request.
  
- E. Effective Date. The employee will receive a salary increase beginning the next full pay period after submission of the documentation showing completion to the Human Resources Manager. It is the employee’s responsibility to submit the required documents in a timely manner.
  
- F. Exceptions.
  - a. Supervisors/superintendents, managers, and directors are not eligible for incentive pay.
  - b. Employees are not eligible for incentive pay if the employee’s job classification states that a degree or certification is an acceptable alternative to a prerequisite to employment in the classification.

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING(S)  
**MEETING DATE(S):** JULY 14 & 18, 2022  
**FROM:** LEGAL COUNSEL



**FOR:** ACTION  X  DIRECTION      INFORMATION    

## RESOLUTION 2022-18

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD OF JULY 23, 2022 THROUGH AUGUST 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

### STAFF RECOMMENDATION

It is recommended to approve Resolution 2022-18, continuing abbreviated teleconferencing procedures for meetings of legislative bodies of the District, on a month to month basis, for the period of July 23, 2022 through August 22, 2022.

### SUMMARY

AB 361 was signed by the Governor on September 16, 2021. The primary purpose of California Assembly Bill 361 (Rivas) is to allow California public agencies to continue holding public meetings remotely, using abbreviated teleconferencing procedures, during the COVID-19 state of emergency. Since the enactment of Governor Gavin Newsom’s Executive Order N-29-20, local legislative bodies in California have been able to hold public meetings by “teleconference” (a term which includes videoconferencing) without complying with all the following Brown Act requirements for teleconference meetings such as:

- Each teleconference location from which a member will be participating in a public meeting or proceeding be identified in the notice and agenda of the public meeting or proceeding.
- Each teleconference location be accessible to the public.
- Members of the public may address the legislative body at each teleconference conference location.
- Agendas posted at all teleconference locations.
- At least one member of the legislative body be physically present at the location specified in the notice of the meeting. (Gov’t Code section 54953.)

Since the enactment of Executive Order N-29-20, local legislative bodies were able to continue the public’s business while safeguarding members of the local body and the public from exposure to COVID-19. Governor Newsom issued Executive Order N-08-21, which, among other things, rescinded Executive Order N-29-20 and set a date of October 1, 2021, for public agencies to transition back to public meetings held in full compliance with the Brown Act.

AB 361 allows continued remote public meetings during a state of emergency using abbreviated teleconferencing procedures. AB 361 was signed by the Governor on September 16, 2021.

As you are aware, the State of California has recently been lifting many COVID related restrictions. Recently posted on the California Department of Public Health’s (CDPH) website is the following:

- Effective March 1, 2022 , the requirement that unvaccinated individuals mask in indoor public settings will move to a strong recommendation that all persons, regardless of vaccine status, continue indoor masking.
- Universal masking shall remain required in specified high-risk settings.
- After March 11, 2022, the universal masking requirement for K-12 and Childcare settings will terminate. CDPH strongly recommends that individuals in these settings continue to mask in indoor settings when the universal masking requirement lifts.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

The current masking requirements in California are:

Masks are required for all individuals in the following indoor settings, regardless of vaccination status.

- Indoors in K-12 schools, childcare (through March 11, 2022)
- On public transit and in transportation hubs
- Emergency shelters and cooling and heating centers
- Healthcare settings
- State and local correctional facilities and detention centers
- Homeless shelters
- Long Term Care Settings & Adult and Senior Care Facilities

#### **Impact on AB 361-- Brown Act--Abbreviated Teleconferencing Procedures**

As you may recall, the primary purpose of California Assembly Bill 361 was to allow for California public agencies to continue holding public meetings remotely, using abbreviated teleconferencing procedures, during the COVID-19 state of emergency. **At this time, California remains in a COVID-19 state of emergency.** CDPH's updated guidance does not directly impact the ability of agencies to hold public meetings via abbreviated teleconferencing procedures pursuant to AB 361. AB 361 allows California agencies to hold meetings under the relaxed teleconference rules when the Governor has declared a State of Emergency, and either:

- a. State or local officials recommend or impose social distancing measures, or
- b. The agency finds that meeting in person would threaten the safety of meeting attendees.

Given the foregoing, public agencies may elect to continue to adopt the monthly resolutions to allow remote teleconference meetings using abbreviated teleconferencing procedures.

#### **FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

None

#### **ATTACHMENTS**

Resolution 2022-18

**RESOLUTION NO. 2022-18**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JUNE 23, 2022 – JULY 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

**WHEREAS**, the Mission Springs Water District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of the District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963) (the “Brown Act”), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, the Board of Directors previously adopted Resolution No. 2022-08 on June 20, 2022, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

**WHEREAS**, as a condition of extending the use of the provisions found in Government Code section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

**WHEREAS**, emergency conditions persist in the District, specifically, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; despite sustained efforts the virus continues to spread and is impacting nearly all sectors of California; and

**WHEREAS**, on February 28, 2022, the California Department of Public Health website was updated and strongly recommends that all persons, regardless of vaccine status, continue indoor masking; and

**WHEREAS**, given the continued heightened risks of the predominant variant of COVID-19 in the community, holding meetings with all members of the legislative body, staff, and the public in attendance in person in a shared indoor meeting space would pose an unnecessary and immediate risk to the attendees; and

**WHEREAS**, the Board of Directors does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus will continue to cause conditions of peril to the safety of persons within the District which are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and the Board of Directors desires to proclaim a local emergency and ratify the proclamation of a state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e)(2); and

**WHEREAS**, all meeting agendas stating meeting dates, times and the manner in which the public may attend and offer public comment by call-in option or internet-based service option shall be posted, at a minimum, on the District's website and at the District's main office.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1. Recitals.**

The recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

**Section 2. Affirmation that Local Emergency Persists.**

The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and the ongoing risk posed by the highly transmissible COVID-19 virus has caused, and will continue to cause, conditions of peril to the safety of persons within the District; furthermore, the guidance of Riverside County Public Health recommends physical distancing and face coverings.

**Section 3. Re-ratification of Governor's Proclamation of a State of Emergency.**

The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

**Section 4. Remote Teleconference Meetings.**

The President of the Board of Directors, the District’s General Manager, and legislative bodies of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

**Section 5. Effective Date.**

This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) August 22, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with Government Code section 54953(b)(3).

**Section 6. Certification.**

The Secretary of the Board of Directors shall certify as to the adoption of this Resolution and shall cause the same to be processed in the manner required by law.

PASSED, ADOPTED, AND APPROVED, this \_\_\_\_ day of July 2022, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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Russ Martin  
 President of Mission Springs Water District  
 and its Board of Directors

ATTEST:

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

# REGULAR AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING  
MEETING DATE(S): JULY 14 & 18, 2022  
FROM: DIRECTOR OF FINANCE, ARTURO CEJA  
FOR: ACTION X DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_



## RESOLUTION 2022-19 CONFLICT OF INTEREST CODE UPDATE

### STAFF RECOMMENDATION

Adopt Resolution 2022-19 amending the Mission Springs Water District Conflict of Interest Code.

### SUMMARY

The Conflict of Interest Code designates which individuals must file a disclosure statement commonly known as the "Form 700" or Statement of Economic Interests.

Because of a recent change in the District's organizational structure and classification plan, staff recommends updating the list of positions in the District's Conflict of Interest Code to change the following names:

<b>FROM</b> _____	<b>TO</b> _____
Program and Public Affairs Associate	Government and Public Affairs Manager
Director of Engineering and Operations	Director of Operations
Associate Engineer	Engineering Manager
Human Resources Specialist	Human Resources Manager
Director of Administrative Services	Director of Finance

Additionally, Field Operations Manager has been omitted as a designated filer. These are the only substantive changes being made at this time. The Assistant General Manager, Legal Counsel, Consultants, General Manager and Board of Directors remains unchanged.

### ANALYSIS

The Political Reform Act of 1974 requires local government agencies to review their Conflict of Interest Code biennially to determine if adjustments are needed. Upon the Board's adoption, the Resolution will be forwarded to the office of the Riverside County Clerk of the Board of Supervisors (RCCBS) for approval by the RCCBS. The reports are due no later than October 1 of every even-numbered year.

Previously, the Board adopted Resolution 2020-18 on September 21, 2020, with no substantive changes as recommended by the District Counsel.

### FISCAL IMPACT

None

### ATTACHMENTS

Resolution 2022-19



**RESOLUTION NO. 2022-19**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
MISSION SPRINGS WATER DISTRICT AMENDING  
ITS CONFLICT OF INTEREST CODE AND  
RESCINDING RESOLUTION NO. 2020-18**

**WHEREAS**, the Political Reform Act (“Act”) (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS**, the Fair Political Practices Commission (“Commission”) has adopted a regulation (2 California Code of Regulations Section 18730) which contains the terms of a standard conflict of interest code which may be incorporated by reference in an agency’s code;

**WHEREAS**, after public notice and hearing, the standard code may be amended by the Commission to conform to amendments in the Act;

**WHEREAS**, the Mission Springs Water District desires to adopt and incorporate by reference the terms of 2 California Code of Regulations Section 18730, and any and all amendments thereto adopted by the Commission.

**NOW THEREFORE**, be it resolved as follows:

**Section 1. Adoption of Code by Reference**

The Political Reform Act (“Act”) (Government Code Section 81000 et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (“Commission”) has adopted a regulation (2 California Code of Regulations Section 18730 (“Conflicts Code Regulation”) which contains the terms of a standard conflict of interest code which can be incorporated by reference in an agency’s code. After public notice and hearing, the standard code may be amended by the Commission to conform to amendments in the Act.

The terms of Conflicts Code Regulation, and any amendments to it duly adopted by the Commission are hereby incorporated by reference. This regulation and the attached Appendices “A” and “B” designating officials and employees and establishing disclosure categories, shall constitute the Conflict of Interest Code (“Code”) for the Mission Springs Water District (“District”).

**Section 2. Place of Filing**

Designated employees shall file a statement of economic interests with the Secretary to the Board of Directors of the District (“Board”). Upon receipt of the statements of the Board, the Secretary to the Board shall make and retain a copy of the statements and forward the original statements to the County of Riverside.

Statements for all other designated employees shall be delivered to the Secretary to the Board and retained by the District.

**Section 3. Violations**

This Code has the force and effect of law. Designated employees violating any provision of this Code are subject to the administrative, criminal and civil sanctions provided in the Act, as it may be amended from time to time.

**Section 4. Repeal of Resolutions**

The Board does hereby repeal Resolution No. 2020-18 in its entirety and adopt the foregoing as the Conflict of Interest Code for the Mission Springs Water District.

**ADOPTED** this \_\_\_ day of July 2022, by the following vote:

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

---

Russ Martin  
 President of Mission Springs Water District  
 and its Board of Directors

ATTEST:

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

## APPENDIX A

### DESIGNATED FILERS

#### DESIGNATED FILERS

#### DISCLOSURE CATEGORIES

Government and Public Affairs Manager	All (1-3)
Director of Operations	All (1-3)
Assistant General Manager	All (1-3)
Engineering Manager	All (1-3)
Human Resources Manager	All (1-3)
Legal Counsel	All (1-3)
Consultants*	

#### OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the positions listed below manage public investments and shall file a Statement of Economic Interests pursuant to Government Code Section 87200:

Board of Directors  
General Manager  
Director of Finance

\*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitations:

The General Manager may determine in writing that a particular consultant, although a “designated position”, is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determinations shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

The designated position of Consultants includes special legal counsel retained by the District as a position subject to the foregoing specialized disclosure category.

## APPENDIX B

### DISCLOSURE CATEGORIES

This Code does not establish any disclosure obligation for those designated employees who are also specified in Government Code Section 87200. Such persons are covered by this Code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in Appendix A specify which kinds of financial interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in Appendix A. It has been determined that the financial interests set forth in a designated employee's disclosure categories are the kinds of financial interests which he or she foreseeably can affect materially through the conduct of his or her office.

The disclosure categories listed below identify the types of investments, business entities, sources of income, or real property, which the designated employee must disclose for each disclosure category to which he or she is assigned.

Category 1: Interest in real property.

Category 2: All investments and business positions in any business entity and income from any sources which are (1) a private water company; or (2) an entity or person engaged in farming or real estate development or an owner of real property.

Category 3: Investment and business positions in business entities, and sources of income, which provide services, supplies, materials, machinery, or equipment of the type utilized by the District.

# AGENDA STAFF REPORT



**MEETING NAME:** Regular Board Meeting  
**MEETING DATE(S):** JULY 14 & 18, 2022  
**FROM:** Brian Macy – Assistant General Manager

**FOR:** ACTION  X  DIRECTION      INFORMATION    

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**AWARD OF VENDOR CONTRACTS FOR ROOF REPAIRS, PLUMBING IMPROVMENTS, AIR CONDITIONING AND ELECTRICAL UPGRADES FOR THE NORTH BUILDING IMPROVEMENT PROJECT AT THE HORTON WASTEWATER TREATMENT PLANT**

---

**STAFF RECOMMENDATION**

Authorize the General Manager to award a contract for construction of the North Building Improvement Project at the Horton Wastewater Treatment Plant to PuroClean for roof repairs in the amount of \$26,582.36; Southwest Plumbing, Inc. for plumbing improvements in the amount of \$18,745.00; Hi-Desert Air for air conditioning improvements in the amount of \$18,250.00; and Cove Electric for electrical upgrades in the amount of \$35,945.62 and do all things necessary to complete the project.

**SUMMARY**

Recently, the North Building at Horton Wastewater Treatment Facility was found that needed upgrades and improvements would benefit the District for further long-term use and bring more utility and lifespan to the building. Staff reviewed the current North Building facility and scoped out the proposed improvements and secured cost estimates for the work.

**ANALYSIS**

District staff reached out to multiple vendors for the various scopes of work (roof repairs, plumbing improvements, air conditioning and electrical improvements,) and performed the necessary due diligence in soliciting quotes, to meet the District’s purchasing requirements. Completing these facility improvements to the North Building will convert the existing storage space into office space and relocate wastewater staff from the laboratory to dedicated office space at the North Building.

Secondly, in the event of the District employing female staff at the Horton Wastewater facility, it will allow for separate shower and restroom facilities for both male and female employees.

**FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

The available budget for the project is \$132,000. The quotes received for the proposed improvements totals \$99,522.98.

**ATTACHMENTS**

- Vendor Quote Summary
- Roof Repair Quote – PuroKleen
- Plumbing Improvement Quote - Southwest Plumbing
- Air Conditioning Improvement Quote – Hi Desert Air
- Electrical Improvement Quote – Cove Electric

**VENDOR QUOTE SUMMARY  
FOR  
NORTH BUILDING IMPROVEMENT PROJECT AT THE HORTON WASTEWATER TREATMENT PLANT**

Roof repairs: General work includes the removal and replacement of rotten wood and re-roofing the building.

Contractor: PuroClean, Thousand Palms, California

Quote: \$26,582.36

Plumbing modifications and additions: Work items include the construction of a new shower, toilet and sink with fixtures in the easterly utility room of the North Building, modification of the existing restroom/shower to allow for a larger shower enclosure, etc. Removal and replacement of the existing water heater with a new tankless water heating system, and installation of and modification of existing drain lines.

Contractor: Southwest Plumbing, Inc., Thousand Palms, California

Quote: \$18,745.00

Air conditioning upgrades: Work includes removing and replacing the existing roof mounted air-conditioning unit.

Contractor: Hi Desert Air, Yucca Valley, California

Quote: \$14,975.00

Electrical modifications: Work items include modifying existing circuits to allow for the relocation of appliances and installation of the new AC unit, new lighting, and an exhaust fan unit in the new restroom/shower at the east end of the building and providing additional electrical outlets for the new office spaces.

Contractor: Cove Electric, Palm Desert, California

Quote: \$35,945.62



PO Box 598  
 Thousand Palms, CA 92276

# Estimate

Date	Estimate #
5/3/2022	4096

Name / Address
Mission Springs Water District Desert Hot Springs, Ca.

			Project
Description	Qty	Rate	Total
Site Work: Roofing Repair - Mission Springs Water District		26,582.36	26,582.36
Removal of Asphalt Shingles on structure		0.00	0.00
Removal of 6 pieces of damaged plywood		0.00	0.00
Replace 3 Joist		0.00	0.00
Install 6 sheets of New Plywood		0.00	0.00
Re-Roof Structure		0.00	0.00
Removal of damaged wood rot		0.00	0.00
Remove and Dispose of Swap Cooler		0.00	0.00
Haul Debris and Dump Fees		0.00	0.00
Includes containment and masking for interior, Materials and Labor		0.00	0.00
*Due to inflation on materials Estimate is valid for 3 days. estimate is subject to change.			
		<b>Total</b>	<b>\$26,582.36</b>

Phone #	Fax #	E-mail
760-834-9449		desertflood@puroclean.com

**SOUTHWEST PLUMBING, INC.**  
 PO BOX 2006  
 THOUSAND PALMS, CA 92276



*The Dependable Guys*  
**SOUTHWEST PLUMBING**  
 Lic. # 731805 (C-36)

Item 10.

# PROPOSAL

**Proposal Date:** 4/28/2022  
**Proposal #:** 13219

<b>CUSTOMER NAME</b>
MISSION SPRINGS WATER DISTRICT DANNY FRIEND 66575 2ND STREET DESERT HOT SPRINGS CA 92240

<b>JOB ADDRESS</b>
14501 PARK LANE WASTE WATER TREATMENT PLANT SHOWERS & TANKLESS CITY OF DESERT HOT SPRINGS, CA 92240

Description	Total
WATER HEATER Provide and install new Tempra 36 plus Stiebel eltron 36kw 240v / 27 KW @ 208v with disposal of old tank water heater Rework plumbing to accommodate new tankless water heater Water heater to be moved to other side of wall in next room Electrical to be done by others SHOWER 1 Safe off shower in order to demo out existing shower Remove existing lav sink in order to move sink over to the right Provide and install new 36" x 60" x 74 1/2" Sterling Accord 3 piece shower with center drain Rework existing shower drain to fit new shower pan provide all new connection material as needed Provide and install new Kohler Levity 59.625 inx 74 in H framless sliding door Provide and install New Moen chateau single handle lever trim and valve Move existinbg shower drain to center Rework existing plumbing to accommodate new shower valve Provide right framing to accommodate new shower size NEW BATH WITH SHOWER ,LAV,TOILET Remove toilet in Shower 1 in order to sawcut then jackhammer floor in	
	<b>Total</b>

ACCEPTANCE OF PROPOSAL \_\_\_\_\_ DATE: \_\_\_\_\_

**50% DEPOSIT IS REQUIRED UPON START DATE. WE ACCEPT VISA, MC, DISCOVER, CASH OR CHECK. BALANCE IS DUE UPON JOB COMPLETION.**

General Provisions: Upon signaturre of approved contract, Southwest Plumbing provides a Limited Warranty. All work will be guaranteed against defects in workmanship and materials for a period of one (1) year from date of completion. Any Asbestos or Lead paint findings which requires reports or abatement is the sole responsibilty of the homeowner or the above signed. In the event of Breach of Contract or Dispute: The prevailing party shall have the right to collect from Non-prevailing party its reasonable costs, expert fees and attorneys' fees incurred in enforcing this Agreement.

Phone:	Fax:	Web Site	ESTIMATOR	MATT
760-343-2345	760-343-4255	www.southwestplumbinginc.com	<b>"THE DEPENDABLE GUYS"</b>	



**SOUTHWEST PLUMBING, INC.**  
 PO BOX 2006  
 THOUSAND PALMS, CA 92276



*The Dependable Guys*  
**SOUTHWEST PLUMBING**  
 Lic. # 731805 (C-36)

Item 10.

# PROPOSAL

**Proposal Date:** 4/28/2022  
**Proposal #:** 13219

<b>CUSTOMER NAME</b>
MISSION SPRINGS WATER DISTRICT DANNY FRIEND 66575 2ND STREET DESERT HOT SPRINGS CA 92240

<b>JOB ADDRESS</b>
14501 PARK LANE WASTE WATER TREATMENT PLANT SHOWERS & TANKLESS CITY OF DESERT HOT SPRINGS, CA 92240

Description	Total
order to Run new toilet line and shower and lav with removal and patch back of concrete Run new venting for toilet shower and lav Provide and install new 36" x 60" x 74 1/2" Sterling Accord 3 piece shower with center drain Rework existing shower drain to fit new shower pan provide all new connection material as needed Provide framing for new shower install Provide and install new Kohler Levity 59.625 inx 74 in H framless sliding door Provide and install New Moen chateau single handle lever trim and valve Install shower valve on backside of wall of Shower 1 Provide all new connection material as needed for shower Provide new water lines for lav sink and toilet complete with angle stops and supplies Provide and install Ameican std toilet 2 piece with open front seat model 3332128S020 Provide and install American std wall mount sink Model 0355.012.020 Provide and install American std Lav Faucet centerset B510LF-PPU-ECO Provide and install all new connection material as needed for toilet & lav	
	<b>Total</b>

ACCEPTANCE OF PROPOSAL \_\_\_\_\_ DATE: \_\_\_\_\_

**50% DEPOSIT IS REQUIRED UPON START DATE. WE ACCEPT VISA, MC, DISCOVER, CASH OR CHECK.  
 BALANCE IS DUE UPON JOB COMPLETION.**

General Provisions: Upon signaturre of approved contract, Southwest Plumbing provides a Limited Warranty. All work will be guaranteed against defects in workmanship and materials for a period of one (1) year from date of completion. Any Asbestos or Lead paint findings which requires reports or abatement is the sole responsibilty of the homeowner or the above signed. In the event of Breach of Contract or Dispute: The prevailing party shall have the right to collect from Non-prevailing party its reasonable costs, expert fees and attorneys' fees incurred in enforcing this Agreement.

Phone:	Fax:	Web Site	ESTIMATOR	MATT
760-343-2345	760-343-4255	www.southwestplumbinginc.com	<b>"THE DEPENDABLE GUYS"</b>	

**SOUTHWEST PLUMBING, INC.**  
 PO BOX 2006  
 THOUSAND PALMS, CA 92276



*The Dependable Guys*  
**SOUTHWEST PLUMBING**  
 Lic. # 731805 (C-36)

Item 10.

# PROPOSAL

**Proposal Date:** 4/28/2022  
**Proposal #:** 13219

<b>CUSTOMER NAME</b>
MISSION SPRINGS WATER DISTRICT DANNY FRIEND 66575 2ND STREET DESERT HOT SPRINGS CA 92240

<b>JOB ADDRESS</b>
14501 PARK LANE WASTE WATER TREATMENT PLANT SHOWERS & TANKLESS CITY OF DESERT HOT SPRINGS, CA 92240

Description	Total
Excludes permit fees ,paint	18,745.00
PLEASE BE ADVISED PARST ARE 1 TO 2 WEEKS OUT AFTER ORDERING	
Sales Tax	0.00
<b>Total</b>	<b>\$18,745.00</b>

ACCEPTANCE OF PROPOSAL \_\_\_\_\_ DATE: \_\_\_\_\_

**50% DEPOSIT IS REQUIRED UPON START DATE. WE ACCEPT VISA, MC, DISCOVER, CASH OR CHECK.  
 BALANCE IS DUE UPON JOB COMPLETION.**

General Provisions: Upon signatature of approved contract, Southwest Plumbing provides a Limited Warranty. All work will be guaranteed against defects in workmanship and materials for a period of one (1) year from date of completion. Any Asbestos or Lead paint findings which requires reports or abatement is the sole responsibilitiy of the homeowner or the above signed. In the event of Breach of Contract or Dispute: The prevailing party shall have the right to collect from Non-prevailing party its reasonable costs, expert fees and attorneys' fees incurred in enforcing this Agreement.

Phone:	Fax:	Web Site	ESTIMATOR	MATT
760-343-2345	760-343-4255	www.southwestplumbinginc.com	<b>"THE DEPENDABLE GUYS"</b>	



# AGREEMENT

HEATING - AIR CONDITIONING (760) 365-7155 56460 - 29 Palms Hwy., Ste. B, Yucca Valley, CA 92284

**BILL TO: \*\*Mission Springs Water District\*\* Attention: Mr. Jeff Nutter (760) 404-7804 April 15<sup>th</sup>, 2022**  
**FAX TO / MAIL TO: [jnutter@mswd.org](mailto:jnutter@mswd.org)**  
**JOB LOCATION: Horton Waste Water Plant - 14501 Park Lane - Desert Hot Springs "Shed Restroom Project"**

**\*\*Recommendation is a package unit on the roof\*\***

Proposal to furnish & install 1- TRANE hi-efficiency 3 ton package heat pump. New package heat pump to be installed on the roof onto 1- down discharge roof curb & to have approximately 6-7 supply outlets, 1- return air & 1- digital programmable thermostat. Job to be complete with all hi-efficiency R-8 foil-back ductwork, registers, low voltage t-stat wire, necessary sheet metal, crane, drain line / condensate line, all necessary materials & complete installation of the new TRANE 3 ton package unit for the "Shed Restroom Project".

Price includes prevailing wage & certified payroll\*\*

**\*\*Owner / electrician to run power to the package unit on the roof ~the wire ~ the disconnect, fuses, breaker, whip, etc.**

**\*\*Contract Price: \$14,975.00 ~ 14 SEER Efficiency Package Unit\*\***

OR

**\*\*Contract Price: \$18,250.00 ~ 16 SEER Efficiency Package Unit ~ 2 Stage Heat & 2 Stage Cooling**

Second: For furnishing the said equipment and the remaining items specified in paragraph. First hereof to be provided by Seller.

Buyer agrees to pay to Seller the sum of : *As per 1 of the 2 above contract prices\*\*\** in lawful money of the United States, without offset in accordance with the following payment schedule.

**PAYMENTS TO BE MADE: To be billed after job is completed w/ the certified payroll reports\*\*\***

The following shall be performed at the expense of Seller, or letter "S", unless after the item the word Buyer, or letter "B", is inserted in which event Buyer shall provide such item at Buyer's expense.

Delivery & assembly	S	Refrigerant piping	n/a	Low voltage wiring	S
Ductwork	S	Ditching	n/a	Concrete (Pre-Fab Slab)	n/a
Duct insulation	S	Underground duct	n/a	Framing	n/a
Registers	S	Accessory piping	n/a	Gas piping	n/a
Pipe insulation	n/a	Line voltage wiring	B	Drain line	S
Water piping	n/a	Makeup water piping	n/a	All Painting	S

**\*\*Buyer\*\***

**HI-Desert Air, Inc. Lic. 690899**  
[hidesertair@yahoo.com](mailto:hidesertair@yahoo.com) / [www.hidesertair.com](http://www.hidesertair.com)



**PROPOSAL AND CONTRACT**

(See attached pages for specifications.)

**DATE: 6/21/2022**

**TO: Lee Boyer**

**JOB ADDRESS: Mission Springs Water District Horton Treatment Plant  
14601 Verbena Dr.  
Desert Hot Springs Ca. 92240**

**We thank you for allowing us the opportunity to provide this proposal to perform the following work.**

**SCOPE OF WORK INCLUDES:**

**New Office Area:**

- 1.) Provide and install surface mounted conduit, wire, and devices for (4) outlets along the south and west side of the new desk area.
  - 2.) Provide and install surface mounted conduit and Cat 6 wire for (6) data drops along the south and west side of the desk area (Terminations to be done by others).
  - 3.) Provide and install (2) plug molding strips spaced across the west sidewall above the desk area.
- Total:-----\$7,691.88**

**Dedicated Circuits:**

- 1.) Provide and install (1) 120 volt 20 amp circuit for a microwave in the new office area.
  - 2.) Provide and install (1) 120 volt 20 amp circuit for a refrigerator in the new office area.
  - 3.) Provide and install (1) 240 volt 20 amp circuit for a new mini split unit.
- Total:-----\$12,604.87**

**Existing Shower Area:**

- 1.) Provide and install (1) exhaust fan in the existing shower room.
  - 2.) Provide and install (2) 6" recessed light fixtures in the existing shower room.
  - 3.) Provide and install (1) GFCI next to the sink in the existing shower room.
  - 4.) Relocate the electrical for the water heater in the existing shower room to the breakroom.
- Total:-----\$7,475.57**

**New Shower Room:**

- 1.) Provide and install (1) 6" recessed light fixture in the hallway.
  - 2.) Provide and install (1) exhaust fan in the new shower room.
  - 3.) Provide and install (2) 6" recessed light fixtures in the new shower room.
  - 4.) Provide and install 3way switching for the lighting in the new shower room.
- Total:-----\$8,173.30**



**SCOPE OF WORK EXCLUDES:**

- 1) Work performed by others.
- 2) City permits and inspection fees.
- 3) Overtime.
- 4) Weekends and public holidays.
- 5) Pre-existing electrical problems.
- 6) Any inconvenience caused by this work.
- 7) Patching or repair of finished surfaces.
- 8) Damage or repair to landscaping / irrigation.
- 9) Fees or charges of any kind from the utility provider.
- 10) Scaffolding

**Clarifications:**

- 1) We have based our bid on the utilization of using existing panels, transformers, and equipment.
- 2) The bid price is based on using surface mounted conduit and boxes.
- 3) We have based our bid price on the utilization of the construction site for the storage of materials and the placement of a job trailer.
- 4) This proposal is based on prevailing wages.

**TOTAL COST TO PERFORM THE ABOVE WORK:-----\$35,945.62**

**Price good for thirty days**

**DATE: 6/21/2022**

**TO: Lee Boyer**

**JOB ADDRESS: Mission Springs Water District Horton Treatment Plant  
14601 Verbena Dr.  
Desert Hot Springs Ca. 92240**



77-824 Wild  
Palm Desert, CA Item 10.  
(760) 360-0036 Tele.  
(760) 772-9674 Fax

**TOTAL COST TO PERFORM THE ABOVE WORK:-----\$35,945.62**

**PROGRESS PAYMENT SCHEDULE: 100% Due at completion of work**

**TERMS:** All invoices due upon receipt.

**NOTE:** 1.5 % interest per month charged on all over due bills.

Any alteration or deviation from the specifications involving extra cost of material or labor will only be executed upon written orders for same, and will become an extra charge over the sum mentioned in this contract. All agreements must be made in writing.

Contractor's are required by law to be licensed and regulated by the Contractor's State License Board. Any questions concerning a contractor may be referred to the registrar of the board whose address is:

Contractor's State License Board  
3132 Bradshaw Road  
Sacramento, CA 95826

Respectfully submitted,  
By: *Octavia Rodriguez*

Octavio Rodriguez  
Svc. Manager,  
Cove Electric, Inc.  
Contractor's License No.: C-10397002

**One-Year Guarantee**

Conditionally guarantees all labor and materials (lamps excluded) furnished hereunder for one year. If suit shall be brought to enforce this contract or guarantee, it is expressly agreed that venue of the proceedings shall be laid in the Indio Juridical District, County of Riverside, State of California

**Acceptance**

You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal, for which (Please print) \_\_\_\_\_ agrees to pay the amount mentioned in said proposal, and according to the terms thereof.

ACCEPTED: \_\_\_\_\_ Date: \_\_\_\_\_, 20  
*(Customer signature)*

**NOTICE TO OWNER**

Under the Mechanic's Lien Law, any contractor, subcontractor, laborer, material man or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

Under the law, you may protect yourself against such claims by filing, before commencing on such work of improvement, an original contract for the work of improvement or a

modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labors, services, equipment or materials for the work described in said contract.

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** JULY 14 & 18, 2022

**FROM:** BRIAN MACY – ASSISTANT GENERAL MANAGER

**FOR:** ACTION  X  DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_




---

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

---

### STAFF RECOMMENDATION

Authorize the General Manager to amend the professional services contract with Ruhnau Clarke Architects for the design of the Critical Services Center/Administration Building. The amendment would increase the contract amount \$788,764 from \$1,072,200 to a not to exceed amount of \$1,860,964 and authorize the General Manager to do all things necessary to complete the project.

### SUMMARY

MSWD has outgrown its current administrative offices and have significant facility needs at the MSWD Corporate Yard. The original contract was based on the design of a Critical Services Center/Administration Building at either a potential property purchase location or the current Corporate Yard. After much consideration and discussion by the Board, the Critical Services Center/Administration Building is to be built on MSWD property off of Two Bunch Palms Trail. The Ruhnau Clarke Architects proposed amendment would include design services for the fully built-out development which includes the Critical Services Center/Administration Building, a new maintenance facility with 3 vehicle bays, parking areas, solar canopies, walkways, and conservation garden.

### ANALYSIS

At the July 1, 2021 Special Board Meeting, Ruhnau Clarke Architects was awarded a \$1,072,200 contract for the design of the Critical Services Center/Administration Building. To date, Ruhnau Clarke Architects has spent approximately \$263,378 to complete a feasibility assessment of the site, schematic design, and a portion of the design services. The additional \$788,764 will be used to complete the design, prepare construction documents, bid the project, and provide construction administration services. It is anticipated that the project will be advertised for bids in December 2022 with construction starting in the spring of 2023.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for all work authorized under this contract will be covered by the approved capital budget for FY 2022-2023.

### ATTACHMENTS

Contract Amendment  
Ruhnau Clarke Architects Itemized Budget Breakdown and Reconciliation

**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: Ruhnau Clarke Architects  
3775 Tenth Street  
Riverside, CA 92501

DATE: \_\_\_\_\_

PROJECT DIR#:  N/A

**FIRST AMENDMENT TO CONTRACT AGREEMENT**

1. This amendment (the "Amendment") is hereby made by Mission Springs Water District and Ruhnau Clarke Architects, parties to an agreement for **Critical Services Center/Administration Building** (the "Agreement"), dated June 30, 2021.
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:

**This Amendment will increase the amount of the Contract Agreement from a Not to Exceed amount of \$1,072,200.00 to a Not to Exceed amount of \$1,860,964.00 per Attachment 1.**

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

\_\_\_\_\_  
Ruhnau Clarke Architects  
(Business Name)

By: \_\_\_\_\_  
Arden Wallum

By: \_\_\_\_\_  
Roger Clarke

Title General Manager

Title President, Principal-In-Charge

Other authorized representative(s):

Other authorized representative(s):

\_\_\_\_\_  
Brian Macy  
Assistant General Manager

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





May 5<sup>th</sup>, 2022

**Re: Mission Springs Water District – Critical Services Center, Operations Building and related site work.  
Add-Services 01 - Itemized Budget Breakdown and Reconciliation**

Arden Wallum

Mission Springs Water District

General Manager

66575 Second Street  
Desert Hot Springs, CA 92240

Dear Mr. Wallum,

As the Critical Services Center moves further into the design development phase, and the District has decided to increase the budget to include additional scope, we propose to update our project proposal and reconcile our fee for this project.

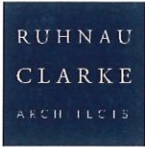
**Project Budget:**

Our fee was based on the initial budget for the first phase of the project of \$15,600,000.

Based on our conceptual estimate, the overall project masterplan construction costs would be approximately \$31,200,000 for Option #3.

Please see below for a breakdown of the revised construction budget based on the fully built-out development plan of the project, including value engineering measures:

SCOPE	Initial SOQ Budget	Conceptual Estimate	Revised Construction Budget
<b>CSC Building</b>		13,400,000	<b>\$ 13,400,000</b>
No revision			
<b>OPS Building</b>		5,400,000	5,400,000
Reduce to 2 Maintenance Bays			-400,000
Switch to Pre-Engineered Metal Building			-600,000
<b>REVISED OPS Building Cost</b>			<b>\$ 4,400,000</b>
<b>Site Work</b>		12,400,000	12,400,000
Reduced Site Development Area			-650,000
Omit PV Canopies (Alternate funding/future phase)			-543,000
Omit Demonstration Garden (Alternate funding/future phase)			-685,000
<b>REVISED Site Work Cost</b>			<b>\$ 10,522,000</b>
<b>TOTAL</b>	<b>\$ 15,600,000</b>	<b>\$ 31,200,000</b>	<b>\$ 28,322,000</b>



May 5<sup>th</sup>, 2022

**Re: Mission Springs Water District – Critical Services Center, Operations Building and related site work.  
Add-Services 01 - Itemized Budget Breakdown and Reconciliation**

**Revised A/E Fee:**

Based upon the revised Construction Budget described above, and in keeping with our original fee base of 6.2% of total construction costs, we present this Add-Service proposal in the amount of Seven Hundred Eighty-Eight Thousand and Seven Hundred Sixty-Four Dollars (\$788,764).

We thank you for your consideration of our proposal for your project. If you have any questions concerning our proposal, please give me a call at 951-684-4664.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "R. Clarke", written over a horizontal line.

**Roger Clarke, AIA, NCARB**  
President, Principal In Charge

Tel. 951.684.4664  
Cell. 951.529.7715  
Email. [rclarke@ruhnaclarke.com](mailto:rclarke@ruhnaclarke.com)

**ALTERNATIVE SITE PLAN**



APPROXIMATE PARKING	SITE PARKING
OPERATIONS PARKING	89 SPACES
STAFF PARKING	84 SPACES
PUBLIC PARKING	48 SPACES
<b>TOTAL PARKING</b>	<b>221 SPACES</b>

APPROXIMATE SITE GROSS AREA
OPTION 1 SITE: 450,443 SQ.FT.
ALTERNATIVE SITE: 417,420 SQ.FT.

-  VISITOR TOUR PATH
-  FUTURE DEVELOPMENT



**CRITICAL SERVICES CENTER  
SCHEMATIC DESIGN**

FEBRUARY 2022  
SCHEMATIC DESIGN

**RUHNAU  
CLARKE  
ARCHITECTS**

**25**



May 5<sup>th</sup>, 2022

**Re: Mission Springs Water District – Critical Services Center, Operations Building and related site work.  
Add-Services 01 - Itemized Budget Breakdown and Reconciliation**

Arden Wallum

Mission Springs Water District

General Manager

66575 Second Street  
Desert Hot Springs, CA 92240

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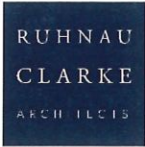
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<b>TOTAL</b>	<b>\$ 15,600,000</b>	<b>\$ 31,200,000</b>	<b>\$ 28,322,000</b>





May 5<sup>th</sup>, 2022

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Add-Services 01 - Itemized Budget Breakdown and Reconciliation**

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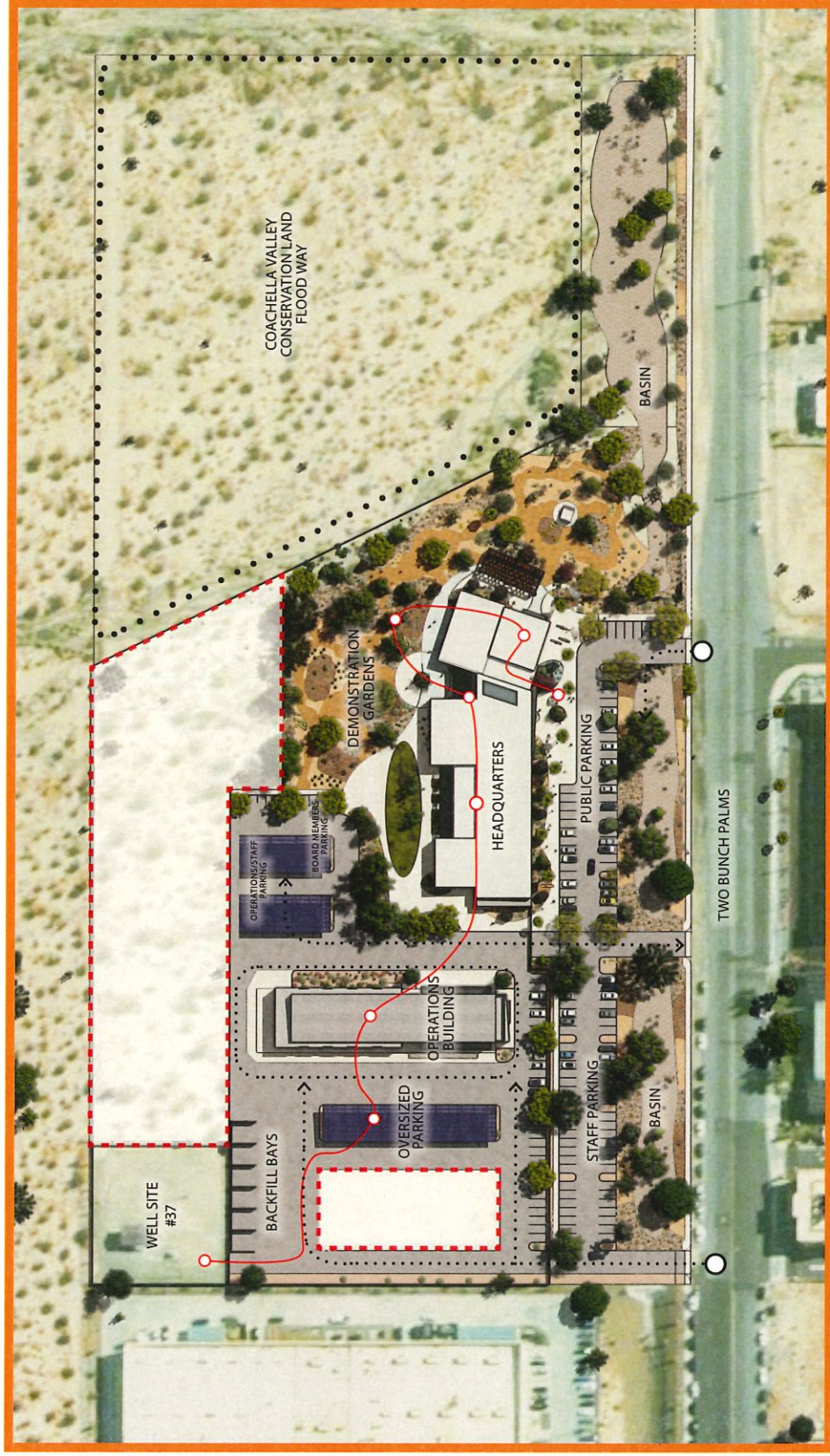
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**Roger Clarke, AIA, NCARB**  
President, Principal In Charge

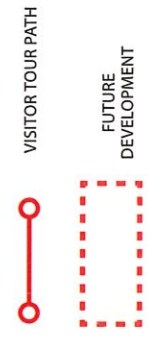
Tel. 951.684.4664  
Cell. 951.529.7715  
Email. [rclarke@ruhnaucclarke.com](mailto:rclarke@ruhnaucclarke.com)

**ALTERNATIVE SITE PLAN**



APPROXIMATE PARKING - SITE PARKING	
OPERATIONS PARKING	89 SPACES
STAFF PARKING	84 SPACES
PUBLIC PARKING	48 SPACES
TOTAL PARKING	221 SPACES

**APPROXIMATE SITE GROSS AREA**  
 OPTION 1 SITE : 450,443 SQ.FT.  
 ALTERNATIVE SITE : 417,420 SQ.FT.



**CRITICAL SERVICES CENTER  
 SCHEMATIC DESIGN**

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** JULY 14 & 18, 2022

**FROM:** BRIAN MACY – ASSISTANT GENERAL MANAGER

**FOR:** ACTION  X  DIRECTION \_\_\_\_\_ INFORMATION \_\_\_\_\_




---

## RESOLUTION 2022-20 RECOMMENDING APPROVAL OF SKYBORNE DEVELOPMENT – ASSIGNMENT OF FEE CREDITS AGREEMENT

---

### STAFF RECOMMENDATION

Adopt Resolution No. 2022-20, recommending approval of a Assignment of Fee Credits Agreement 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 Third 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 and that certain Third Amendment dated November 15, 2021 recorded as Instrument Number 2021-0688461 (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 108 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 108 lots, in the amount of \$470,124.00 to Lennar Homes of California, LLC, as permitted by the Agreement with the consent of the District.

### ANALYSIS

The approval of the Assignment of Fee Credits 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 2022-20

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

**RESOLUTION NO. 2022-20**

**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, and that certain Third Amendment dated November 15, 2021 recorded as Instrument Number 2021-0688461 (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 108 lots in the project to Lennar Homes of California, LLC and wishes to transfer all its existing water connection fee credits, associated with the 108 lots, in the amount of \$470,124.00 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 18 day of July 2022, by the following vote:

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

ATTEST:

---

Russ Martin  
 President of Mission Springs Water District  
 and its Board of Directors

---

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



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

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE  
EXEMPT FROM FEES (GOVT. CODE 6103)

**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 \_\_\_\_\_, 20\_\_ ("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 Document No. 0784841 (the "**Original Agreement**"), as amended by that certain First Amendment dated March 27, 2007, recorded as Document No. 0213347 (the "First Amendment") as amended by that certain Second Amendment dated March 18, 2015, recorded as Document No. 0358292 (the "**Second Amendment**") and that certain Third Amendment dated November 15, 2021, recorded as Document No. 0688461 (the "**Third Amendment**"), concerning that certain real property more particularly described therein (the "**Property**"). The Original Agreement, collectively with the First Amendment, Second Amendment and Third Amendment, are referred to herein as the "**Agreement.**" 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, by Grant Deed recorded December 21, 2021, as Document No. 0749852, a copy of which is attached hereto as **Exhibit "A"** and made a part hereof by this reference ("**Transferred Property**"). The Transferred Property consists of one

hundred and eight (108) residential lots within the phase of the Project known as Village 2 (Hopewell).

D. Assignee Developer desires to assume certain of 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 **Four Hundred Seventy Thousand One Hundred Twenty-Four (\$470,124.00)** which is the amount of the current Water Connection Fee of Four Thousand Three Hundred Fifty-Three Dollars (\$4,353.00) multiplied by one hundred-eight (108) which shall be applied to 108 lots in Village 2 (Hopewell) per attached **Exhibit "B"** (collectively, the "**Assigned Fee Credits**"). Assignee Developer intends to use all of the fee credits within one hundred and eighty (180) days of the execution of this Agreement and no connection fee increases are anticipated within one hundred and eighty (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. Following approval of this Assignment, the amount of fee credits assigned hereby will be transferred on the books of the District and will no longer be available to Assignor Developer.

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 regard 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><b>ASSIGNOR DEVELOPER:</b>  <b>SKYBORNE VENTURES, LLC,</b>  <b>a California limited liability company</b></p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p><b>ASSIGNEE DEVELOPER:</b>  <b>LENNAR HOMES OF CALIFORNIA,</b>  <b>LLC, a California corporation</b></p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
---	--

**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 \_\_\_\_\_) 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 \_\_\_\_\_ (Seal)  
Notary Public

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

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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 \_\_\_\_\_ (Seal)  
Notary Public

**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. 2022-XX**. 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: Russ Martin

Title: President of the Board of Directors

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Name: Arden Wallum

Title: Secretary to the Board of Directors

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 Russ Martin 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 “B”**  
**(BREAKDOWN OF ASSIGNED FEE CREDITS AND MAP)**



Recording Request By:  
First American Title Company  
Homebuilder Services Division

DOC # 2021-0749852

12/21/2021 04:25 PM Fees: \$23

Item 12.

Page 1 of 4

Recorded in Official Records

County of Riverside

Peter Aldana

Assessor-County Clerk-Recorder

RECORDING REQUESTED BY:

First American Title Company

\*\*This document was electronically submitted  
to the County of Riverside for recording\*\*  
Received by: ELENA #448

WHEN RECORDED MAIL TO:

AG ESSENTIAL HOUSING CA 2, L.P.  
c/o Essential Housing Asset Management LLC  
8585 E. Hartford Drive, Suite 118  
Scottsdale, AZ 85255

#0413325-2 RA

APN: see Exhibit A

TRA: 014-067

(Space Above This Line For Recorder's Use)

The undersigned grantor(s) declare(s):

Documentary transfer tax is \$9,218.55 ;

CITY TRANSFER TAX \$N/A

Declaration of Exemption From Gov't Code § 27388.1 Fee

- Transfer is exempt from fee per GC § 27388.1(a)(2):
  - recorded concurrently "in connection with" transfer subject to Documentary Transfer Tax
  - recorded concurrently "in connection with" a transfer of residential dwelling to an owner-occupier
- Transfer is exempt from fee per GC 27388.1(a)(1):
  - Fee cap of \$225.00 reached  Not related to real property

- Unincorporated area
- City Transfer Tax \_\_\_\_\_
- computed on full value of property conveyed, or
- computed on full value less value of liens and encumbrances remaining at time of sale.

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 AG Essential Housing CA 2, L.P., a Delaware limited partnership, all of that certain real property more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference.

[signatures on following page]

Mail Tax Statement to:  
Lennar Homes of CA, Inc  
980 Montecito Dr, #302  
Corona, CA 92879  
Attn: Michael Freeman

IN WITNESS WHEREOF, the undersigned have executed this document on the date(s) set forth below.

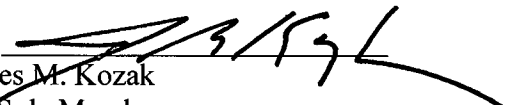
Dated: 12/13/2021

SKYBORNE VENTURES, LLC, a  
California limited liability company

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

By: STRATEGIC LAND PARTNERS, LP, a  
California limited partnership  
Its: Managing Member

By: JK-RIVERWOODS, LLC, a California  
limited liability company  
Its: General Partner

By:   
James M. Kozak  
Its: Sole 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 )  
 ) ss.  
COUNTY OF San Diego )

On December 13<sup>th</sup>, 2021 before me, Kelsy Rose Damm, Notary Public personally appeared James M. Kozak, 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: *Kelsy Rose Damm*



EXHIBIT A TO GRANT DEEDLegal Description

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

## Parcel 1:

LOTS 7 THROUGH 87, 119 THROUGH 138, AND 140 THROUGH 146 OF TRACT NO. 32030-2, AS SHOWN BY MAP ON FILE IN BOOK 404 PAGES 76 THROUGH 84 OF MAPS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA.

EXCEPTING THEREFROM ONE-HALF (1/2) OF ALL OIL, GAS AND OTHER HYDROCARBON SUBSTANCES UNDERLYING SAID LAND AND ONE-HALF (1/2) 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.

## Parcel 2:

NON-EXCLUSIVE EASEMENTS FOR PEDESTRIAN AND VEHICULAR ACCESS, INGRESS AND EGRESS OVER LOTS "Q" THROUGH "Y", INCLUSIVE, INDICATED AS "PRIVATE STREETS", AS SHOWN BY MAP ON FILE IN BOOK 404 PAGES 76 THROUGH 84 OF MAPS, RECORDS OF RIVERSIDE COUNTY, CALIFORNIA. THE EASEMENT RIGHTS DESCRIBED IN THE IMMEDIATELY PRECEDING SENTENCE SHALL EXPIRE AND BE OF NO FURTHER FORCE OR EFFECT UPON THE ANNEXATION OF THE REAL PROPERTY DESCRIBED IN PARCEL 1 ABOVE INTO THE SKYBORNE COMMUNITY ASSOCIATION IN ACCORDANCE WITH THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS OF SKYBORNE, RECORDED AS INST. NO. 2007-0046414 IN THE OFFICIAL RECORDS OF RIVERSIDE COUNTY, CALIFORNIA, AS AMENDED.

**EXHIBIT B**  
**BREAKDOWN OF FEE CREDITS AND OVERVIEW MAP**

Item 12.

<b>PARCELS</b>	<b>PARCEL ADDRESS</b>	<b>3/4" WATER CONNECTION FEE CREDIT APPLIED</b>	<b>TOTAL FEE CREDIT</b>
667-270-007	62692 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-008	62688 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-009	62682 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-010	62678 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-011	62672 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-012	62668 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-013	62662 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-014	62658 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-015	62652 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-016	62648 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-017	62651 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-018	62659 N. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-019	11557 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-020	11561 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-021	11565 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-022	11569 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-023	11573 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-024	11577 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-025	11581 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-026	11585 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-027	11589 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-028	11593 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-029	11597 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-030	11599 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-001	11603 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-002	11607 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-003	11611 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-004	11615 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-005	11619 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-006	11623 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-007	11627 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-008	11631 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-009	11635 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-010	11639 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-011	11643 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-012	11647 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-013	11651 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-014	11655 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-015	11659 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-016	11663 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-017	11667 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-018	11671 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-019	11675 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-020	11679 S. Crescent St.	\$ 4,353.00	\$ 4,353.00

667-280-021	11683 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-022	11689 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-023	11691 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-024	11695 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-025	11699 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-026	11686 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-027	11680 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-028	11676 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-029	11672 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-030	11668 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-031	11664 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-032	11660 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-033	11656 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-034	11652 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-035	11648 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-036	11644 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-037	11640 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-038	11636 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-039	11632 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-040	11628 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-041	11624 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-042	11620 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-043	11616 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-044	11612 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-045	11608 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-046	11604 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-047	11600 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-031	11596 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-032	11592 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-033	11588 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-034	11584 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-035	11580 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-036	11576 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-037	11572 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-038	11568 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-039	11564 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-270-040	11560 S. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-051	11623 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-052	11629 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-053	11633 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-054	11639 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-055	11643 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-056	11649 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-057	11653 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-058	11659 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-059	11663 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-060	11669 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-061	11673 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00

## EXHIBIT B

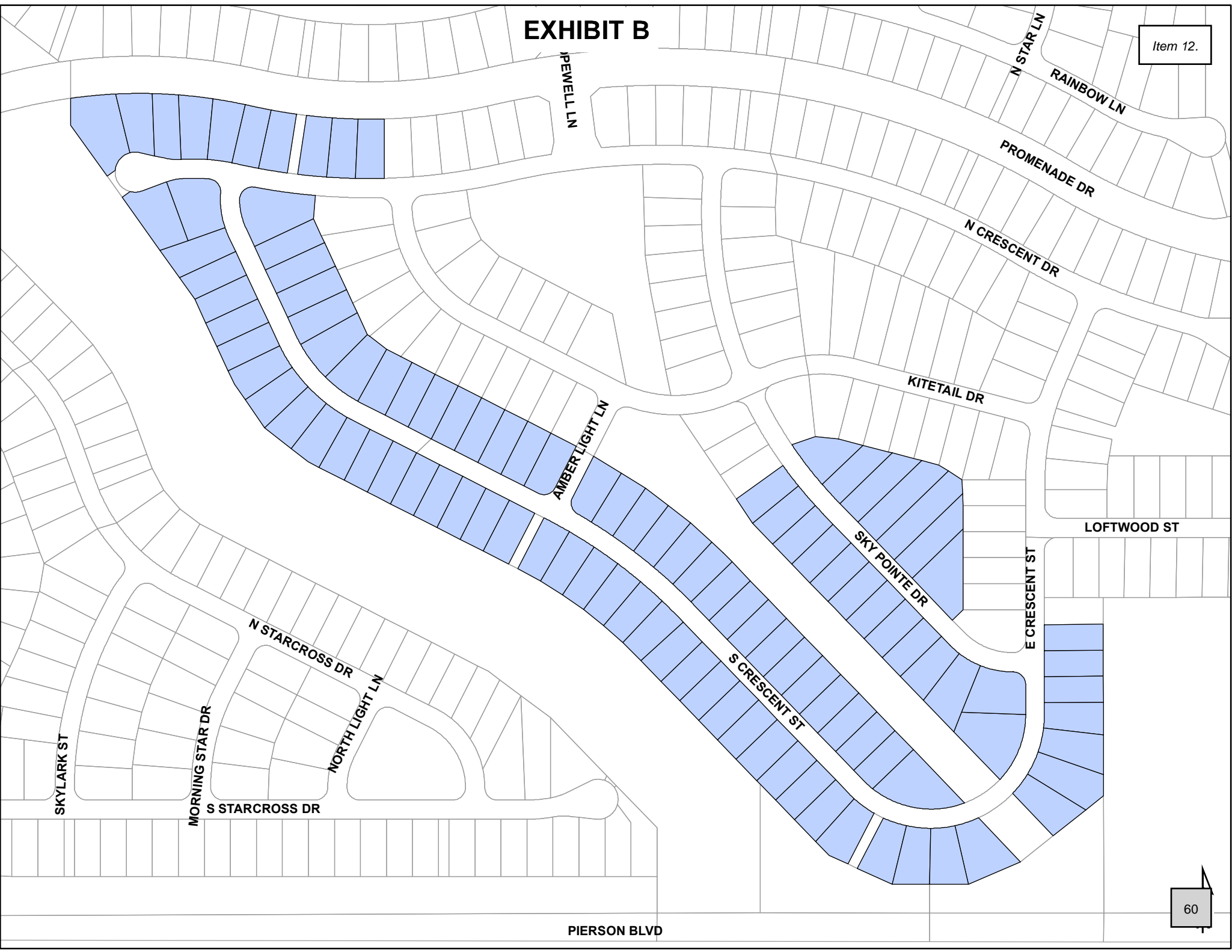
### BREAKDOWN OF FEE CREDITS AND OVERVIEW MAP

Item 12.

667-280-062	11869 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-063	11875 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-064	11890 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-065	11884 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-066	11878 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-067	11872 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-068	11866 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-069	11860 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-070	11854 E. Crescent St.	\$ 4,353.00	\$ 4,353.00
667-280-072	11658 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-073	11652 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-074	11648 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-075	11642 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-076	11636 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-077	11630 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
667-280-078	11624 Sky Pointe Dr.	\$ 4,353.00	\$ 4,353.00
		\$ 470,124.00	<b>\$ 470,124.00</b>

# EXHIBIT B

Item 12.







## BOARD OF DIRECTORS SPECIAL MEETING (WORKSHOP) MINUTES

Wednesday, June 01, 2022, at 1:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

President Martin called the meeting to order at 1:00 PM

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Arden Wallum, Brian Macy, Arturo Ceja, Kurt Kettenacker, Dori Petee, Marion Champion, Jeff Nutter, Eric Weck, Bassam Alzammar, Danny Friend, Therese Murphy, Jeannie Beaver, April Scott, Alex Acevedo

### PUBLIC INPUT

*This is the opportunity for members of the public to address the Board pertaining to items on this agenda. 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 (CA Government Code Section 54954.3(b)).*

### ACTION ITEMS

#### **RESOLUTION 2022-16 IMPLEMENTING LEVEL 2 OF THE MSWD WATER SHORTAGE CONTINGENCY PLAN**

The Board adopted Resolution 2022-16, implementing the water reduction actions outlined in the District's Water Shortage Contingency Plan.

Marion Champion presented on the Adoption of State 2 of the Water Shortage Contingency Plan. Urban water suppliers are required to submit a preliminary annual water supply and demand assessment. This must be implemented by June 10, 2022, at a minimum and demand reduction actions identified for a shortage level of 10 to 20% (level 2).

#### **Motion made by Director Grasha, Seconded by Director Sewell.**

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

**Voting Nay:** Director Duncan

### ITEMS FOR DISCUSSION

#### **FY 2022-2023 BUDGET**

Presentation and discussion of the Draft General Managers Recommended FY 2022-2023 Budget.

Mr. Wallum opened by mentioning the District has never been in better shape financially and we have been working for years to get to this point. Mr. Wallum also mentioned the need for additional

sanitary sewer service and capacity. The Regional Plant is the largest project the District has ever constructed and truly defines the budget and the policies and planning that have occurred over the past decades to fund this project and all becoming a reality right now and we are proud to present the 2022-2023 Budget.

Director of Finance, Arturo Ceja presented the balanced budget, updated capital improvements program and funding scenarios. The budget considers the drought conditions and staff has made a very conservative revenue projection. These conservative projections provide sufficient revenue to cover daily operational expenses and substantial capital improvement programs.

Overall revenue budget, MSWD has budgeted \$20.7 million dollars in operating revenues which represents a \$1.7 million dollar increase over last year. Sewer fee is scheduled at \$7.3 million which represent a \$195,000 increase from last year. Operating expenses are budgeted at \$18.8 million, representing a \$1.6 million dollar increase from las year. Of that salaries and benefits represent \$8.4 million. \$10.4 million represents a \$775,000 increase with a majority of that being electric utility. Non-operating revenue is scheduled at \$28 million dollars with an \$18 million dollar increase over last year.

#### **GENERAL MANAGER'S COMMENTS**

General Manager Wallum thanked the staff for all their work during this budget process.

#### **DIRECTORS' COMMENTS**

Director Duncan complemented the presentation and documents relating to today's workshop. He also noted the lobby is not yet open to the public and is wondering when this will happen.

President Martin commented he is happy to see the District in such a healthy position financially.

#### **ADJOURN**

With no further business, President Martin adjourned the meeting at 2:03 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, June 16, 2022, at 3:00 PM

Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

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

**BOARD MEMBERS ABSENT:** Director Ivan Sewell

**STAFF MEMBERS PRESENT:** April Scott, Amanda Lucas, Arturo Ceja, Danny Friend, Eric Weck, Jeannie Bayer, Jeff Nutter, Michael Platt, Oriana Hoffert, Therese Murphy, Brian Macy, Arden Wallum, Kurt Kettenacker

### 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

Pamela Edmonson: Thanked the staff for all the work on the Regional Plant Groundbreaking, it was a wonderful event. She also thanked staff for the Water 101 series. Lastly, she thanked Marion Champion for being the liaison to the Friend of the Library and announced the appreciation event at the Library on Saturday.

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

This item will be fully recognized on Monday.

## ACTION ITEMS

**RESOLUTION 2022-08 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JUNE 23, 2022 – JULY 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

It is recommended to approve Resolution 2022-08, continuing teleconferencing meetings for the period of June 23, 2022 - July 22, 2022.

There was no discussion on this item.

**PUBLIC HEARING - RESOLUTION 2022-09 – TO ESTABLISH WATER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2020-09 making determination to fix, levy and collect water service standby assessments for fiscal year 2022-2023.

There was no discussion on this item. All staff reports and discussion will take place on Monday during the public hearing.

**PUBLIC HEARING - RESOLUTION 2022-10 – TO ESTABLISH SEWER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2022-10 making determination to fix, levy and collect sewer service standby assessments for fiscal year 2022-2023.

There was no discussion on this item. All staff reports and discussion will take place on Monday during the public hearing.

**FISCAL YEAR 2022/2023 BUDGET**

A. It is recommended to adopt Resolution No. 2022-11, adopting the Operating and Capital Budgets FY 2022-2023.

B. It is recommended to adopt Resolution No. 2022-12, adopting its Appropriations Limit for FYE June 30, 2023.

C. It is recommended to adopt Resolution No. 2022-13, adopting its Employee Classification Plan effective July 1, 2022.

Prior to discussion on this item, General Manager, Arden Wallum, asked Steve Ledbetter of TKE to announce that MSWD received a verbal confirmation that grant funding for this project was approved at 100% financing. There was a Board Workshop on June 1, 2022. Mr. Ceja presented the General Manager's draft 2022/2023 Budget. He reviewed the key assumptions and a summarized version of the budget.

**RESOLUTION 2022-14 – NOTICE OF GENERAL DISTRICT ELECTION, NOVEMBER 8, 2022, AND ESTABLISHMENT OF DEPOSIT FOR OPTIONAL CANDIDATE'S STATEMENT**

It is recommended to adopt Resolution No. 2022-14 and authorize the District Secretary to notify the County Registrar of Voters that candidates will be responsible for costs associated with the Candidate's Statement.

Housekeeping item prior to the General Election. There was no discussion.

**RESOLUTION 2022-15 – ADDITION OF DELINQUENT ACCOUNTS TO COUNTY TAX ROLLS**

It is recommended to adopt Resolution No. 2022-15 requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2022-2023 Riverside County Tax Rolls.

Yearly item to add delinquent accounts to the county tax rolls, there was no discussion on this item.

**CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2022-2023**

It is recommended to authorize the General Manager to approve a contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for fiscal year 2022-2023, for a not to exceed amount of \$70,100.00, plus a 10% contingency (total of \$77,110.00), for a period of one year and authorize the General Manager to do all things necessary to complete the project.

Each year the District goes out to bid, publicly on Planet Bids, to seek bids to address our annual landscape and maintenance for all of our facilities. This includes approximately thirty-six locations. Urban Habitat came in as the lowest bidder. This proposal is for one year and allows for three additional one-year terms.

**CONTRACT AGREEMENT WITH SOUTHERN CALIFORNIA FLEET SERVICES FOR FLEET SERVICE MAINTENANCE AND REPAIRS FOR 2022-2023**

It is recommended to authorize the General Manager to approve a contract agreement with Southern California Fleet Services Inc. to perform fleet service maintenance and repairs for all District vehicles and equipment, for a not to exceed amount of \$100,000.00, for a period of one year.

The District has a fleet of about seventy-eight vehicles. This contract will continue to allow the District to maintain a better fleet maintenance program, which in turn will save time and money. Fleet maintenance will be scheduled after-hours which will minimize staff waiting for vehicle maintenance during working hours.

**FIRST SUPPLEMENT TO THE MEMORANDUM OF UNDERSTANDING REGARDING COLLABORATION ON THE COACHELLA VALLEY SALT AND NUTRIENT MANAGEMENT PLAN**

It is recommended to authorize the General Manager to execute the First Supplement to the Memorandum of Understanding (MOU) with the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) Agencies regarding collaboration and cost sharing on the CV-SNMP Update and augment the capital budget creating a project in the amount of \$400,000.

On November 5, 2020 the CV-SNMP Agencies (including City of Palm Springs, Coachella Valley Water District (CVWD), City of Coachella, Desert Water Agency, Indio Water Authority, Mission Springs Water District (MSWD), Myoma Dunes Mutual Water Company, and Valley Sanitary District) entered into an MOU to collaborate on the development of a workplan to update the CV-SNMP and on subsequent work that may arise from the CV-SNMP Development Workplan and Groundwater Monitoring Program Workplan. Following the Regional Water Board's approval of the CV-SNMP Development Workplan on October 4, 2021, the CV-SNMP Agencies selected West Yost Associates, Inc. (West Yost) through a competitive process to implement the Development Workplan (i.e., prepare the CV-SNMP Update). West Yost's proposal to prepare the CV-SNMP Update includes a total not to exceed fee of \$2,684,212, inclusive of a 5% contingency. The CV-SNMP Agencies intend to have CVWD contract directly with West

Yost and CVWD received their Board's approval for contracting and this First Supplement to the MOU in May 2022. The First Supplement to the MOU includes a mutually agreed upon cost share schedule to implement the Development Workplan. Said cost share is based on several weighted factors, including if an agency is a state water contractor that imports water to the basin, if an agency produces recycled water, participation in a SGMA Alternative Plan(s), and the number of water and sewer connection for each agency. The CV-SNMP Agencies are also actively pursuing grant funding opportunities to help offset project costs.

**ACCEPTANCE OF THE EMERGENCY REPAIR OF 150 LINEAR FEET OF 8-INCH SANITARY LINE AND FIVE SERVICE CONNECTIONS ON ACOMA AVENUE**

It is recommended to accept the Emergency Repair of 150 Linear Feet of 8-inch sanitary sewer on Acoma Avenue Project as complete and authorize the release of retention money held for Tryco General Engineering Inc. in the amount of \$3,994.08, thirty-five days after filing the Notice of Completion (NOC).

This project was inspected and was determined to be complete by District staff. All progress payment invoices were authorized for payment to the contractor. The Notice of Completion will be recorded at the County of Riverside Recorder's Office following Board acceptance.

**AWARD THE ON-CALL POTABLE WATER AND SANITARY SEWER REPAIR SERVICES WITH TRYCO GENERAL ENGINEERING AND TRI-STAR CONTRACTING II, INC.**

It is recommended to authorize the General Manager to award and do all things necessary to complete the On-Call Potable Water and Sanitary Sewer Repair Services contracts for the two (2) contractors listed below:

- a) TryCo General Engineering, Inc. in the not to exceed amount of \$150,000; and
- b) Tri-Star Contracting II, Inc., in the not to exceed amount of \$150,000.

A request for proposals was published on April 12, 2022. Five proposals were received from experienced and qualified contractors. After review, staff identified two contractors as the best to provide service for MSWD under the proposed scope of work.

**APPROVE CHANGE ORDER NO. 2, AND CONTRACT AMENDMENT FOR WELL 24 ELECTRICAL PANEL REHABILITATION**

It is recommended to authorize the General Manager to negotiate and execute two (2) contract modifications related to additional work required by Southern California Edison for Well 24 Electrical Panel Rehabilitation. The two (2) contract modifications are:

- Change Order No. 2 with R.I.C. Construction Co., Inc. for a not to exceed amount of \$21,362.62 (total of \$552,417.32)
- Contract Amendment with Murow Development Consultants for a not to exceed amount of \$15,000 (total of \$90,000) for construction management and inspection services.

In June of 2021, MSWD executed a contract with R.I.C. Construction Co., for the construction of Well 24 Electrical Panel Rehabilitation Project. On October 26, 2021, MSWD received direction from Southern California Edison (SCE) requiring additional work not included in the original design and subsequent bidding documents. The additional work required by SCE includes the following: removal

of all existing conduits and cabling from power pole to transformer, transformer to SCE meter at panel box, removal of transformer pad, installation of new slab box for new transformer and installation of new conduits from power pole to transformer, transformer to SCE meter at panel box.

### **CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS FOR 2022-2023**

It is recommended to authorize the General Manager to approve a contract agreement with B-81 Paving Inc. titled Pavement Repairs for Water and Sewer Projects for fiscal year 2022-2023, for a not to exceed amount of \$250,000.00, for a period of one year and authorize the General Manager to do all things necessary to complete the project.

MSWD makes approximately 100 repairs each year to water mains, water services, vales, 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. Under this contract, B-81 Paving Inc., will provide the permanent patches as well as other paving and concrete repairs.

### **ACCEPTANCE OF BILL OF SALE FOR THE NEW DOLLAR GENERAL**

It is recommended to authorize the General Manager to execute the Bill of Sale for the Water and Sewer Infrastructure for the New Dollar General project located at 11405 Palm Drive, Desert Hot Springs as contributed assets.

This project was inspected with contract inspection and determined to be completed in accordance with the approved plans on May 25, 2022. District staff has reviewed and recommends the project to be accepted.

## **DISCUSSION ITEMS**

### **MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Steve Ledbetter provided a brief update to the board on the construction activities.

### **CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Brian Macy gave a presentation to the Board. He noted the updates based on comments from the Board.

## **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:

May 12, 2022 - Study Session

May 16, 2022 - Board Meeting

May 23, 2022 - Special Meeting (Closed Session)



**REGISTER OF DEMANDS**

The register of demands totaling \$2,812,222.52

**CORRESPONDENCE**

**THANK YOU, LETTER AND CERTIFICATE, FROM DESERT HOT SPRINGS HIGH SCHOOL AND THANK YOU LETTER AND CERTIFICATE FROM DESERT HOT SPRINGS ROTARY**

**REPORTS**

**DIRECTOR'S REPORTS** (will be given on Monday)

**GENERAL MANAGER'S REPORT**

**A. FINANCIAL REPORT**

Arturo Ceja gave the financial report for the period ending April 30, 2022.

**B. PUBLIC AFFAIRS REPORT**

Marion Champion gave the Public Affairs Update.

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

General Counsel announced there will be a closed session on Monday.

**DIRECTOR COMMENTS**

Director Grasha commented on the passing of one of MSWD's retirees.

Director Duncan complemented Marion on the video series, in addition to the Ground-breaking ceremonies. He also complemented Steve Ledbetter of TKE, great job on all his work.

Vice President Wright mentioned the State Board is conducting a Wastewater Assessment Needs Report. She also commented on an article in the Desert Sun regarding nitrogen in the soil caused by air pollution.

President Martin echoed the kudos to Marion Champion for her work on the Groundbreaking. He also acknowledged Steve Ledbetter and thanked him for all the work he does for the District.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 5:02 PM

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors





## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, June 20, 2022, at 3:00 PM

Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

Led by President Martin, invocation led by Vice President Wright.

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Andy Grunnet, Alex Nine, Amanda Lucas, April Scott, Robert Lopez, Danny Friend, Eric Weck, Jason Weekly, Jeff Nutter, Lisa Pelton, Marion Champion, Oriana Hoffert, Brian Macy, Arden Wallum, Kurt Kettenacker, Dori Petee

### 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 input

***President Martin indicated the following item was being moved to the beginning of the meeting to ensure that Director Sewell, who is overseas, could participate in the voting on this item.***

### FISCAL YEAR 2022/2023 BUDGET

The Board adopted Resolution No. 2022-11, adopting the Operating and Capital Budgets FY 2022-2023.

**Motion made by Director Duncan, Seconded by Director Sewell.**

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

**Voting Nay:** Director Grasha

The Board adopted Resolution No. 2022-12, adopting its Appropriations Limit for FYE June 30, 2023.

**Motion made by Vice President Wright, Seconded by Director Duncan**

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

**Voting Nay:** Director Grasha

The Board adopted Resolution No. 2022-13, adopting its Employee Classification Plan effective July 1, 2022.

**Motion made by Director Grasha, Seconded by Director Duncan.**

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

### EMPLOYEE RECOGNITION

#### HUMAN RESOURCES REPORT

The Board acknowledged the following employees:

##### ANNIVERSARIES

Joseph McElrone	Collections Operator II	1 Year
Alexander Nine	Field Operations Technician II	5 Years

##### PROMOTIONS

Alexander Nine	Field Operations Technician II (Formerly – Field Operations Technician I)
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##### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

April Scott (Customer Service Manager)	Bachelor of Arts Communication
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### ACTION ITEMS

#### **RESOLUTION 2022-08 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JUNE 23, 2022 – JULY 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

The Board approved Resolution 2022-08, continuing teleconferencing meetings for the period of June 23, 2022 - July 22, 2022.

**Motion made by Director Grasha, Seconded by Director Sewell.**

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

#### **PUBLIC HEARING - RESOLUTION 2022-09 – TO ESTABLISH WATER STANDBY ASSESSMENTS**

The Board adopted Resolution No. 2020-09 making determination to fix, levy and collect water service standby assessments for fiscal year 2022-2023.

**Motion made by Director Sewell, Seconded by Director Duncan.**

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

**PUBLIC HEARING - RESOLUTION 2022-10 – TO ESTABLISH SEWER STANDBY ASSESSMENTS**

The Board adopted Resolution No. 2022-10 making determination to fix, levy and collect sewer service standby assessments for fiscal year 2022-2023.

**Motion made by Director Grasha, Seconded by Vice President Wright.**

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

**RESOLUTION 2022-14 – NOTICE OF GENERAL DISTRICT ELECTION, NOVEMBER 8, 2022 AND ESTABLISHMENT OF DEPOSIT FOR OPTIONAL CANDIDATE’S STATEMENT**

The Board adopted Resolution No. 2022-14 and authorize the District Secretary to notify the County Registrar of Voters that candidates will be responsible for costs associated with the Candidate’s Statement.

**Motion made by Vice President Wright, Seconded by Director Duncan.**

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

**RESOLUTION 2022-15 – ADDITION OF DELINQUENT ACCOUNTS TO COUNTY TAX ROLLS**

The Board adopted Resolution No. 2022-15 requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2022-2023 Riverside County Tax Rolls.

**Motion made by Director Duncan, Seconded by Director Sewell.**

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

**CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2022-2023**

The Board authorized the General Manager to approve a contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for fiscal year 2022-2023, for a not to exceed amount of \$70,100.00, plus a 10% contingency (total of \$77,110.00), for a period of one year and authorized the General Manager to do all things necessary to complete the project.

**Motion made by Director Grasha, Seconded by Director Duncan.**

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

**CONTRACT AGREEMENT WITH SOUTHERN CALIFORNIA FLEET SERVICES FOR FLEET SERVICE MAINTENANCE AND REPAIRS FOR 2022-2023**

The Board authorized the General Manager to approve a contract agreement with Southern California Fleet Services Inc. to perform fleet service maintenance and repairs for all District vehicles and equipment, for a not to exceed amount of \$100,000.00, for a period of one year.

**Motion made by Director Grasha, Seconded by Vice President Wright.**

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

**FIRST SUPPLEMENT TO THE MEMORANDUM OF UNDERSTANDING REGARDING COLLABORATION ON THE COACHELLA VALLEY SALT AND NUTRIENT MANAGEMENT PLAN**

The Board authorized the General Manager to execute the First Supplement to the Memorandum of Understanding (MOU) with the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) Agencies regarding collaboration and cost sharing on the CV-SNMP Update and augmented the capital budget creating a project in the amount of \$400,000.

**Motion made by Director Grasha, Seconded by Director Duncan.**

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

**ACCEPTANCE OF THE EMERGENCY REPAIR OF 150 LINEAR FEET OF 8-INCH SANITARY LINE AND FIVE SERVICE CONNECTIONS ON ACOMA AVENUE**

The Board accepted the Emergency Repair of 150 Linear Feet of 8-inch sanitary sewer on Acoma Avenue Project as complete and authorized the release of retention money held for Tryco General Engineering Inc. in the amount of \$3,994.08, thirty-five days after filing the Notice of Completion (NOC).

**Motion made by Director Sewell, Seconded by Vice President Wright.**

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

**AWARD THE ON-CALL POTABLE WATER AND SANITARY SEWER REPAIR SERVICES WITH TRYCO GENERAL ENGINEERING AND TRI-STAR CONTRACTING II, INC.**

The Board authorized the General Manager to award and do all things necessary to complete the On-Call Potable Water and Sanitary Sewer Repair Services contracts for the two (2) contractors listed below:

- a) TryCo General Engineering, Inc. in the not to exceed amount of \$150,000; and
- b) Tri-Star Contracting II, Inc., in the not to exceed amount of \$150,000.

**Motion made by Director Grasha, Seconded by Director Duncan.**

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

**APPROVE CHANGE ORDER NO. 2, AND CONTRACT AMENDMENT FOR WELL 24 ELECTRICAL PANEL REHABILITATION**

The Board authorized the General Manager to negotiate and execute two (2) contract modifications related to additional work required by Southern California Edison for Well 24 Electrical Panel Rehabilitation. The two (2) contract modifications are:

- Change Order No. 2 with R.I.C. Construction Co., Inc. for a not to exceed amount of \$21,362.62 (total of \$552,417.32).

- Contract Amendment with Murow Development Consultants for a not to exceed amount of \$15,000 (total of \$90,000) for construction management and inspection services.

**Motion made by Director Grasha, Seconded by Vice President Wright.**

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

**CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS FOR 2022-2023**

The Board authorized the General Manager to approve a contract agreement with B-81 Paving Inc. titled Pavement Repairs for Water and Sewer Projects for fiscal year 2022-2023, for a not to exceed amount of \$250,000.00, for a period of one year and authorized the General Manager to do all things necessary to complete the project

**Motion made by Director Grasha, Seconded by Director Sewell.**

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

**ACCEPTANCE OF BILL OF SALE FOR THE NEW DOLLAR GENERAL**

The Board authorized the General Manager to execute the Bill of Sale for the Water and Sewer Infrastructure for the New Dollar General project located at 11405 Palm Drive, Desert Hot Springs as contributed assets.

**Motion made by Vice President Wright, Seconded by Director Duncan.**

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

**CALIFORNIA SPECIAL DISTRICT ASSOCIATION BOARD OF DIRECTORS, SEAT B TERM 2023 - 2025 SOUTHERN NETWORK**

The Board reviewed, considered and selected one (1) of the three (3) candidates nominated for Seat B - Southern Network and directed the General Manager to vote for the candidate of choice.

***The Board directed the General Manager to place a vote for Beverli Marshall.***

**Motion made by Director Grasha, Seconded by Vice President Wright.**

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

**DISCUSSION ITEMS**

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Nothing further to add

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Nothing further to add

**CONSENT AGENDA**

**Motion made by Vice President Wright, Seconded by Director Duncan.**

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

**APPROVAL OF MINUTES**

The Board approved the minutes as follows:

- May 12, 2022 - Study Session
- May 16, 2022 - Board Meeting
- May 23, 2022 - Special Meeting (Closed Session)

**REGISTER OF DEMANDS**

The register of demands totaling \$2,812,222.52

**CORRESPONDENCE**

**THANK YOU, LETTER AND CERTIFICATE, FROM DESERT HOT SPRINGS HIGH SCHOOL**

**THANK YOU, LETTER AND CERTIFICATE, FROM DESERT HOT SPRINGS ROTARY**

## REPORTS

### DIRECTOR'S REPORTS

Vice President Wright reported she attended the following events: CVAG ~ CVCC and E&E Meetings, 5/3-5/5 ACWA Spring Conference.

Director Duncan reported he attended the following events: 5/10 CVWD Board Meeting, 5/17 DWA Board Meeting, 5/24 CVWD Board Meeting.

Director Sewell reported he attended the following events: 5/3 - 5/5 ACWA Conference, 5/11 Joint Chamber Mixer, 5/17 GCVCC Networking Event, 5/18 DVBA, 5/25 DVBA Networking Night.

President Martin reported he attended the following events: 5/3-5/5 ACWA Spring Conference, 5/17 DHS City Council Meeting, 5/18 DVBA Luncheon, 5/19 County Oversight Board Meeting, 5/25 DVBA Networking Night.

### GENERAL MANAGER'S REPORT

Nothing further to add on either item

#### A. FINANCIAL REPORT

#### B. PUBLIC AFFAIRS REPORT

## COMMENTS

### DISTRICT COUNSEL COMMENTS

Mr. Pinkney announced closed session on the items indicated below.

### DIRECTOR COMMENTS

Director Duncan made comment on the Human Resources report. He congratulated the employees recognized today.

Vice President Wright mentioned that the District has applied for a Governance Finance Officer Association Certificate.

## CLOSED SESSION

### 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 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 - ANTICIPATED LITIGATION**

potential initiation of litigation pursuant to Government Code 54956.9(d)(4) (two potential cases).

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

The Board met in closed session on the items below:

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) – **No reportable action taken on this item.**

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)

***The Motion was to file an appeal on this action***

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

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

**Voting Nay:** Director Grasha

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION potential initiation of litigation pursuant to Government Code 54956.9(d)(4) (two potential cases).

***Motion in favor of filing a motion to initiate Quo Warranto proceedings on behalf of the District with respect to Director Duncan and Director Grasha, to determine whether they satisfy residency requirements within the division that elected them.***

**Motion made by President Martin, Seconded by Vice President Wright.**

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

**ADJOURN**

With no further action, President Martin adjourned the meeting at 5:16 PM

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
74886	06-30-22	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT NO. 2 - 7% COMPLETE	0.00	1,568,585.38	1,568,585.38
9999239	06-03-22	US BANK CORPORATE TRUST SERVICES	AD#13 COUNTY FUND 68-4865	249,125.98		249,125.98
74897	06-30-22	TKE ENGINEERING, INC	PROG PYMT - CM & INSPECTION OF RWRP PROJ	0.00	205,317.28	205,317.28
74785	06-09-22	CITY OF DESERT HOT SPRINGS	MARCH 2021 ENCROACHMENT PERMITS	153,529.38		153,529.38
			UU TAX - APRIL 2022/COLLECTION - SS2			
74829	06-20-22	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	126,314.26		126,314.26
9999437	06-17-22	WELLS FARGO BANK	AUTO DEP PPE 06.10	115,331.28		115,331.28
9999234	06-03-22	WELLS FARGO BANK	AUTO DEPOSIT PPE 05.27	109,844.14		109,844.14
74786	06-09-22	COACHELLA VALLEY WATER DISTRICT	1/3 COST SHARE FOR MC ALT PLAN UPDATE	21,982.16	72,825.03	94,807.19
			1/3 COST SHARE MCSB ANNUAL REPORT 20/21			
74777	06-09-22	ACWA-JPIA HEALTH BENEFITS AUTH.	JULY 2022 PREPAID INS.	91,252.31		91,252.31
74824	06-20-22	MICHAEL BAKER INTERNATIONAL, INC.	MASTER PLAN UPDATES	0.00	65,083.25	65,083.25
9999438	06-17-22	WELLS FARGO BANK	FED DEP PPE 06.10	51,056.00		51,056.00
9999235	06-03-22	WELLS FARGO BANK	FED TAX DEP PPE 05.27	47,812.34		47,812.34
74843	06-23-22	CITY OF DESERT HOT SPRINGS	UU TAX - MAY 2022	38,666.59		38,666.59
74899	06-30-22	VAUGHAN'S INDUSTRIAL REPAIR CO. INC.	CONSTRUCTION PROGRESS PAYMENT	0.00	37,608.71	37,608.71
74751	06-03-22	CORE & MAIN LP	6" FLANGE GASKETS	37,407.26		37,407.26
			6"JONES JJ4060DPLL 4X2-1/2" CI 6H HYD			
			1"CTS X 1"MSN A.M. STOP B24258-1 BALL			
74810	06-20-22	AECOM TECHNICAL SERVICES INC.	PROFESSIONAL SERVICES	0.00	34,429.50	34,429.50
			WELL 42 REDESIGN PP#15			
74780	06-09-22	B-81 PAVING INC	CONCRETE PADS - PRODUCTION FACILITIES	14,353.00	15,540.00	29,893.00
			TRENCH PAVING IN VARIOUS LOCATIONS			
9999232	06-02-22	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 05.13.22	29,614.21		29,614.21
9999442	06-17-22	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 05.27	29,419.63		29,419.63
74808	06-09-22	WATERSMART SOFTWARE, INC.	WATERSMART PORTAL RENEWAL	27,810.00		27,810.00
74831	06-20-22	TULE RANCH/MAGAN FARMS	SLUDGE HAULING - MAY 2022	27,060.63		27,060.63
74837	06-23-22	AECOM TECHNICAL SERVICES INC.	BIDDING SUPPORT SERVICES	0.00	22,918.15	22,918.15
74881	06-30-22	ENTERPRISE FM TRUST	MONTHLY FEE LEASE - MAY 2022	21,286.86		21,286.86
			TRAVEL FEES - ENTERPRISE FLEET			
74804	06-09-22	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIRS	21,134.13		21,134.13
74814	06-20-22	DANGELO COMPANY	1" COPPER TUBING (SOFT "K" - 100FT. ROLLS55-170	18,589.03		18,589.03
74872	06-30-22	BECK OIL, INC.	DIESEL HORTON GENERATOR	15,782.18		15,782.18
			DIESEL FUEL			
			UNLEADED GASOLINE			
74796	06-09-22	NOBEL SYSTEMS INC.	ANNUAL GV UPDATES	15,400.00		15,400.00
			GV CMMS ANNUAL SUBSCRIPTION			
9999240	06-07-22	FARMERS & MERCHANTS BANK	DEBT PAYABLES F&M - JUNE 2022	12,190.95		12,190.95
74748	06-03-22	BECK OIL, INC.	DIESEL FUEL	11,919.12		11,919.12
			UNLEADED GASOLINE			
9999237	06-03-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.27	11,660.17		11,660.17
74820	06-20-22	HIGH TECH MAILING SERVICES	CCR - PRINTING/MAILING	11,554.13		11,554.13
74834	06-20-22	WEST YOST & ASSOCIATES, INC.	CONSULTING SVCS FRO 4/19/22 TO 5/6/22	0.00	11,149.75	11,149.75
9999492	06-27-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 06.10	11,095.65		11,095.65
74847	06-23-22	INFOSEND INC	ANNUAL SEWER PREPAY LETTER	10,271.15		10,271.15
			MONTHLY BILL SERVICES			
			MONTHLY SUPPORT FEE/EBILLS			



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
74895	06-30-22	SOUTHERN CALIFORNIA EDISON COMPANY	SCE EASEMENT GRANT OUT DEPOSIT	0.00	10,000.00	10,000.00
74898	06-30-22	UNITED WAY OF THE DESERT	UNITED WAY BILL ASSIST REPLENISHMENT	10,000.00		10,000.00
74795	06-09-22	MANPOWER US INC.	STAFFING SERVICES - ACCOUNTING TEMP FOR MGR. TRANSITION	8,804.12		8,804.12
			STAFFING SERVICES - CSR TEMP			
			STAFFING SERVICES - FIELD SERVICE TEMP			
			STAFFING SERVICES - GM REPORT/GRANTS			
74830	06-20-22	TKE ENGINEERING, INC	CONSULTANT SERVICES AND GENERAL ENG	6,892.50	1,822.50	8,715.00
9999439	06-17-22	STATE OF CA EDD	STATE TAX PPE 06.10	8,686.92		8,686.92
74793	06-09-22	FORSHOCK	GEOSCADA SOFTWARE UPGRADES - PRODUCTION	0.00	8,547.58	8,547.58
74826	06-20-22	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
74818	06-20-22	FORSHOCK	GEOSCADA SOFTWARE UPDATES	0.00	8,296.75	8,296.75
9999236	06-03-22	STATE OF CA EDD	STATE TAX PPE 05.27	8,093.08		8,093.08
74783	06-09-22	CARPI & CLAY. INC	APRIL 2022 FEDERAL ADVOCACY	8,000.00		8,000.00
			MAY 2022 FEDERAL ADVOCACY			
74861	06-23-22	ROBERT G MODRICH	MAY 2022 UNIDATA MAINTENANCE	4,182.00	3,744.00	7,926.00
74807	06-09-22	UMETECH, INC.	JUNE 2022 - IT SERVICES	7,813.50		7,813.50
74812	06-20-22	CARL OTTESON'S CERTIFIED BACKFLOW	MAY 2022 BACKFLOW TESTING	7,320.00		7,320.00
74798	06-09-22	ON POWER INDUSTRIES, LLC	INSTALL WIRING FOR CHOPPER PUMPS	0.00	6,850.00	6,850.00
74802	06-09-22	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS/INFILLS	6,462.83		6,462.83
74852	06-23-22	KIMBERLEY VICTOR	ACCOUNT REFUND 15985 VERBENA RD	6,454.72		6,454.72
74828	06-20-22	SO CAL LAND MAINTENANCE, INC.	JUNE 2022 MONTHLY LANDSCAPING	6,275.00		6,275.00
74752	06-03-22	CV STRATEGIES	GROUNDBREAKING RWRP PROJECT	2,998.75	2,048.75	5,047.50
			VIDEO SERVICES 2021-22			
74855	06-23-22	MANPOWER US INC.	GM REPORT/GRANT	4,862.18		4,862.18
			STAFFING SERVICES - ACCT.MGR TRANSITION ASSISTANCE			
			STAFFING SERVICES - CUSTOMER SERVICE			
			TEMP FIELD SERVICE REP.			
74876	06-30-22	CYPRESS DENTAL ADMINISTRATORS	JULY 2022 DENTAL	3,991.81		3,991.81
74774	06-03-22	WATERLINE TECHNOLOGIES INC.	6 DRUMS REFILLED #5580341	3,803.32		3,803.32
			6 DRUMS REFILLED #5581458			
			7 DRUMS REFILLED #5579187			
			7 DRUMS REFILLED #5582480			
74749	06-03-22	CITIES DIGITAL INC.	LASERFICHE - ADVANCED SERVICE PACKAGE	3,800.00		3,800.00
74788	06-09-22	CV STRATEGIES	APRIL 2022 SOCIAL MEDIA	3,623.75		3,623.75
			CUSTOMER PORTAL			
			GENERAL CONSULTING APRIL			
74849	06-23-22	KOFF & ASSOCIATES, INC.	MSWD CLASS COMP	0.00	3,520.00	3,520.00
74760	06-03-22	INLAND WATER WORKS SUPPLY CO.	3/4" BR STREET ELL 90	3,437.34		3,437.34
			5" STD X 12 1/2" FULL CIRCLE 5.22-5.62			
			CONC DIRECTIONAL VALVE BOX 4TT			
74813	06-20-22	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL SERVICES CONSULTING	3,227.50		3,227.50
74858	06-23-22	MUNECA'S ORIGINALS	CATERER FOR REGIONAL GROUNDBREAKING	0.00	3,165.00	3,165.00
74871	06-30-22	BABCOCK LABORATORIES, INC.	2ND QUARTER 2022 - GROUNDWATER TESTING	2,809.17		2,809.17
			2ND. QUARTER - HORTON SLUDGE TESTING			
			TOTAL N TESTING - H+DC - JUNE 2022			
74888	06-30-22	MANPOWER US INC.	CUST SERV TEMP INV37146530	2,471.55		2,471.55

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			TEMP FIELD SERV INV37146529			
74893	06-30-22	PRECISION GARAGE DOORS & GATES INC	ADMIN GATE CONTROLLER REPLACEMENT	2,425.00		2,425.00
74896	06-30-22	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET AND SERVICES REPAIRS	2,341.91		2,341.91
74787	06-09-22	COUNTY OF RIVERSIDE	COUNTY ENCROACHMENT PERMITS	2,279.00		2,279.00
74765	06-03-22	LUBRICATION ENGINEERS	5GAL MONOLEC 6404-DR DRUM WTR PRODUCTION	2,275.87		2,275.87
74819	06-20-22	HI-DESERT AIR INC.	SERVICE CALL - SWAMP COOLERS	2,157.25		2,157.25
74823	06-20-22	MANPOWER US INC.	TEMP CSRI FRONT OFF INV37108774	2,106.24		2,106.24
			TEMP FILED SERV TECH INV37108768			
74821	06-20-22	KAMAN INDUSTRIAL TECHNOLOGIES	RESTOCK V-BELTS WASTE WATER	2,065.02		2,065.02
74755	06-03-22	DESERT FIRE EXTINGUISHER CO.,INC	ANNUAL FIRE EXTINGUISHER MAINTENANCE	1,884.64		1,884.64
74882	06-30-22	EXECUTIVE FACILITIES SERVICES, INC.	JANITORIAL SERVICES - JUNE 2022	1,833.09		1,833.09
74778	06-09-22	ALL VALLEY CRANE, INC.	CRANE SERVICE FOR CHLORING STORAGES	0.00	1,800.00	1,800.00
74874	06-30-22	COUNTY OF RIVERSIDE	COUNTRY ENCROACHMENT PERMITS	1,797.00		1,797.00
74747	06-03-22	BABCOCK LABORATORIES, INC.	GROUNDWATER WELL SAMPLING	1,796.75		1,796.75
			TDS TESTING - GROUNDWATER WELLS+INF.			
74846	06-23-22	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	1,585.99		1,585.99
74779	06-09-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 05.10.22	1,521.16		1,521.16
			UNIFORM SERVICES 05.17.22			
			UNIFORM SERVICES 05.24.22			
			UNIFORM SERVICES 05.31.22			
74880	06-30-22	DESERT TIRE AND AUTO REPAIR	TIRE REPLACEMENT	1,393.23		1,393.23
74767	06-03-22	MANPOWER US INC.	TEMP CUST SERV REP INV37072089	1,251.60		1,251.60
74885	06-30-22	INLAND WATER WORKS SUPPLY CO.	1"X5/8"X3/4" BR MTR. BUSH JONES	1,236.16		1,236.16
			1"X5/8"X3/4" BR MTR.NBUSH JONES			
			6" COMPANION FLG CI 8HOLE			
74833	06-20-22	USA BLUEBOOK	300' HDPE TUBING GRUNDFOS BLACK	1,235.31		1,235.31
			4FT DIPSTICK PRO WASTE WATER			
			GRUNDFOS COMPLETE DOSING HEAD 97751175			
			HACH CHLORINE TITRATION TEST KIT 77424			
74815	06-20-22	DESERT VALLEY DISPOSAL, INC.	MAY SERVICE CHARGES ADMIN BUILDING	1,138.48		1,138.48
			MAY SERVICES CHARGES CORP YARD			
74840	06-23-22	ANGELES ESCOBAR	ACCOUNT REFUND 13340 CALIENTE DR	1,078.67		1,078.67
74750	06-03-22	CLINICAL LABORATORY OF SAN BERNARDINO	APR. 2022 LAB SERVICES FOR SAMPLES	1,069.00		1,069.00
			BOD TESTING-H+DC-APR.2022			
74756	06-03-22	DESERT RECYCLING INC.	REMOVAL 24TONS OLD CONCRETE/ASPHALT	1,000.00		1,000.00
74868	06-30-22	ACWA/JOINT POWERS INSUR AUTH	EXCESS CRIME INSURANCE	900.00		900.00
74757	06-03-22	DESERT WILLOWS PROPERTY OWNERS	DESERT WILLOW TOILET REBATE PROGRAM	800.00		800.00
74875	06-30-22	CWEA/CORBS	CORBS DINNER ATTENDENCE	765.00		765.00
74770	06-03-22	MIKE LAURELLA	ACCOUNT REFUND 65940 CAHUILLA AVE	712.90		712.90
74845	06-23-22	GERALD M MEAD	ACCOUNT REFUND 11750 SKYLARK ST	700.00		700.00
74853	06-23-22	LENNAR HOMES OF CALIFORNIA, INC.	ACCOUNT REFUND LOFTWOOD ST	687.17		687.17
74806	06-09-22	TKE ENGINEERING, INC	WELL 22 REHAB PROGRESS PYMT #11	0.00	655.00	655.00
74782	06-09-22	BDP INDUSTRIES, INC.	BELT PRESS REPLACEMENT PARTS	654.12		654.12
74784	06-09-22	CASEY DOLAN	JUNE DIGITAL AD MGMT & CONSULTING	650.00		650.00
74889	06-30-22	O'REILLY AUTOMOTIVE, INC.	BACKHOE GREASE	649.65		649.65
			BATTERY REPLACEMENT			
PR061722	06-17-22	EMPLOYEES	PAPER PAYROLL CHECKS	643.72		643.72

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74890	06-30-22	PARKHOUSE TIRE, INC	TIRES ON TRUCK #324	608.71		608.71
74867	06-23-22	VINA GERRITSON	ACCOUNT REFUND 65951 7TH ST	587.54		587.54
74825	06-20-22	PALMS TO PINES PRINTING	FANS FOR RWRF EVENT	0.00	542.74	542.74
74835	06-20-22	WHITE CAP CONSTRUCTION SUPPLY	RESTOCK WATER IGLOO COOLERS	530.39		530.39
74822	06-20-22	LANDMARK CONSULTANTS, INC.	ON CALL PROFESSIONAL SERVICES	0.00	518.40	518.40
74894	06-30-22	SMARTCOVER SYSTEMS	INSTALL REPLACEMENT ANTENNAS ON COVERS	516.92		516.92
74769	06-03-22	MCMaster-CARR	4" STEEL U-BOLTS FOR C&M	512.06		512.06
			GRD8 HEX SCREWS, NUTS WASTE WATER			
			RESTOCK N/I CPVC PIPE/FITTINGS			
			STAINLESS STEEL BOLTS WASTE WATER			
74816	06-20-22	DESERT TIRE AND AUTO REPAIR	UNIT 397 TIRES	487.09		487.09
74775	06-03-22	WEST COAST SAND AND GRAVEL INC.	RESTOCK 25.17 TONS BASE MATERIAL	438.63		438.63
74059	06-27-22	FARMER BROS. CO	LOST IN MAIL	-415.17		-415.17
74883	06-30-22	FARMER BROS. CO	ADMIN COFFEE	415.17		415.17
74772	06-03-22	RODOLFO CASTELLANOS	ACCOUNT REFUND 16171 AVE ATEZADA	410.27		410.27
74817	06-20-22	DIAMOND ENVIRONMENTAL SERVICES, LP	RESTROOMS FOR RWRF EVENT	0.00	410.00	410.00
74860	06-23-22	PARKERS BUILDING SUPPLY	1 PALLET/56 BAGS QUICKCRETE	388.08		388.08
			GOLD SPRAY PAINT FOR SHOVELS			
			ITEMS TO REPAIR LEAK @ CORPYARD RESTROOM			
74794	06-09-22	HI-DESERT AIR INC.	SERVICE CALL - SWAMP COOLERS	384.86		384.86
74841	06-23-22	CASAMAR GROUP, LLC	INFLUENT PUMPS/CHOPPER PUMPS	0.00	368.29	368.29
74781	06-09-22	BABCOCK LABORATORIES, INC.	E. COLI TESTING	350.61		350.61
74790	06-09-22	DESERT FIRE EXTINGUISHER CO.,INC	FIRE SPRINKLER INSPECTION	350.00		350.00
74870	06-30-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 06.07.22	348.87		348.87
74809	06-09-22	XEROX CORPORATION	MAY 2022 XEROX LEASE	343.73		343.73
74776	06-03-22	WHITE CAP CONSTRUCTION SUPPLY	GOLD SHOVELS QTY 10	0.00	333.91	333.91
74759	06-03-22	GREG CHAPMAN, JR	G. CHAPMAN BOOT REIMB.	300.00		300.00
			G.CHAPMAN BOOT REIMB.			
74836	06-23-22	ADRIAN VERDUGO PEREA	A. PEREA BOOT REIMB.	300.00		300.00
			A.PEREA BOOT REIMB.			
74877	06-30-22	DAVID WEAVER	WORK BOOTS - DAVID WEAVER	300.00		300.00
74879	06-30-22	DAVID PENA	WORK BOOTS - DAVID PENA	299.97		299.97
74866	06-23-22	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	293.40		293.40
74771	06-03-22	ROBERTO LOPEZ	R.LOPEZ BOOT REIMB.	287.53		287.53
74859	06-23-22	O'REILLY AUTOMOTIVE,INC.	BATTERY JUMPSTARTER	268.16		268.16
			REPLACEMENT TOOL BOX SUPPORTS			
			SQUEEGEE/WIPER BLADES/AIR CHUCK			
74827	06-20-22	PROFORMA	RED DOOR HANGERS INV49002698A	265.89		265.89
9999238	06-03-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.27-2	256.90		256.90
74811	06-20-22	BRINKS INCORPORATED	MONTHLY PICK UP CHARGES INV11961863	229.43		229.43
			MONTHLY TRANSPORTATION FEES INV4919603			
74789	06-09-22	D & H WATER SYSTEMS, INC.	POLYMER HOSE REPLACEMENT	207.68		207.68
74832	06-20-22	UMETECH, INC.	SSL CERT FOR VPN.MSWD.ORG	198.98		198.98
74745	06-03-22	AIDALY INZUNZA	ACCOUNT REFUND 12220 TAMAR DR	167.70		167.70
74799	06-09-22	PALM SPRINGS PEST CONTROL, INC.	BAIT SERVICE MAINTENANCE @ WWTP	160.00		160.00
			MAY 2022 - PEST CONTROL SERVICES			
74892	06-30-22	POWERPLAN OIB	BRAKE CABLE REPLACEMENT FOR GATOR	157.96		157.96

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74801	06-09-22	PHENOVA, INC.	PE SAMPLE RETEST FOR DISSOLVED OXYGEN	146.76		146.76
74848	06-23-22	JON KEAN	ACCOUNT REFUND 64114 APPALACHIAN ST	142.00		142.00
74791	06-09-22	ENTERPRISE FM TRUST	TRAVEL FEE - ENTERPRISE FLEET	135.00		135.00
74863	06-23-22	SANDRA L JOHNSON	ACCOUNT REFUND 9257 SILVER STAR AVE	128.98		128.98
74873	06-30-22	CALIFA BEY	ACCOUNT REFUND 66321 CAHUILLA AVE	117.69		117.69
74800	06-09-22	PARKERS BUILDING SUPPLY	ADMIN BLDG - LIGHTBULB REPLACEMENT	115.45		115.45
			COIL CHAIN			
			MISC. SUPPLIES			
			SMALL TOOL FOR PRODUCTION			
74805	06-09-22	SWRCB ACCOUNTING OFFICE	B.ALZAMMAR CERT. RENEWAL	105.00		105.00
74766	06-03-22	LUZ CASTRO	ACCOUNT REFUND 15415 AVE MIROLA	90.45		90.45
74839	06-23-22	ALL AMERICAN FIRST AID	FIRST AID KIT RESTOCK	76.29		76.29
74792	06-09-22	FEDEX	FED EX LATE FEES	72.53		72.53
74857	06-23-22	MARK DAVIS	ACCOUNT REFUND 66204 S AGUA DULCE DR	70.22		70.22
74887	06-30-22	KEVIN KOCIS	ACCOUNT REFUND 12165 AVE ALTA LOMA	66.65		66.65
74856	06-23-22	MARCOS DIAZ	ACCOUNT REFUND 11082 WEST DR	61.87		61.87
74891	06-30-22	PARKERS BUILDING SUPPLY	FAUCET REPLACEMENT @ CORP YARD	59.74		59.74
			RODENT TRAPS FOR UNIT 406			
74797	06-09-22	O'REILLY AUTOMOTIVE,INC.	HITCH REPLACEMENT	58.16		58.16
74854	06-23-22	LEYLAND/GEOREAUNA BAZILIO	ACCOUNT REFUND 66139 8TH ST	55.01		55.01
74773	06-03-22	VALENTINE RUIZ	TOILET REBATE PROGRAM	53.29		53.29
74865	06-23-22	TAMI GRIMMETT	ACCOUNT REFUND 13095 HADLEY WAY	50.44		50.44
74803	06-09-22	RUSS MARTIN	R. MARTIN MILEAGE REIMBURSEMENT	50.31		50.31
74851	06-23-22	KHOA (JIM) LAM	ACCOUNT REFUND 66783 CAHUILLA AVE	47.95		47.95
74844	06-23-22	GERALD CAMPBELL	ACCOUNT REFUND 65565 ACOMA AVE #104	41.56		41.56
74862	06-23-22	ROSARIO DUARTE	ACCOUNT REFUND 64950 RAY CT	34.98		34.98
74869	06-30-22	AISHA MARTINEZ	ACCOUNT REFUND 12849 INAJA ST	33.72		33.72
74758	06-03-22	GRAINGER	WIRE ROPE CLIPS FOR WTR PRODUCTION	31.64		31.64
74842	06-23-22	CINDY MILLER	ACCOUNT REFUND 9460 EKWANOK DR	29.24		29.24
74878	06-30-22	DAVID HSU	ACCOUNT REFUND 13760 HIDALGO ST	23.20		23.20
74838	06-23-22	ALBA GUERRA RAMIREZ	ACCOUNT REFUND 66079 2ND ST	23.02		23.02
74753	06-03-22	DANIEL CRUZ	ACCOUNT REFUND 13530 WEST DR	21.42		21.42
74850	06-23-22	KELLY HOFFMANN	ACCOUNT REFUND 8779 ROCKIES AVE	18.41		18.41
74764	06-03-22	LORIE HARRISON	ACCOUNT REFUND 66424 SAN JUAN RD	17.71		17.71
74746	06-03-22	ANN MARIE HARO	ACCOUNT REFUND 13387 LA MESA DR	11.22		11.22
74884	06-30-22	ICELA BARKLE	ACCOUNT REFUND 67994 AVA CT	10.28		10.28
74754	06-03-22	DANIEL/KATHLEEN ENRIGHT	ACCOUNT REFUND 64577 VARDON CT	9.38		9.38
74763	06-03-22	KINISHA OLIVE	ACCOUNT REFUND 13128 CALLE AMAPOLA	6.35		6.35
74864	06-23-22	SCOTT LANTERMAN	ACCOUNT REFUND 68641 PROSPECT WAY	6.14		6.14
74761	06-03-22	IRENE LEWIS	ACCOUNT REFUND 65814 AVE CADENA	5.69		5.69
74768	06-03-22	MARCOS DIAZ	ACCOUNT REFUND 11082 WEST DR	4.78		4.78
74762	06-03-22	JENNIFER DAY	ACCOUNT REFUND 66010 GRANADA AVE	4.16		4.16
PR060322	06-03-22	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
			CURRENT CHECK TOTAL	1,518,559.2	2,086,079.9	3,604,639.2
TOTAL				1,518,559.27	2,086,079.97	3,604,639.24

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
171 records listed						

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74059	06-27-22	FARMER BROS. CO	LOST IN MAIL	-415.17		-415.17
74745	06-03-22	AIDALY INZUNZA	ACCOUNT REFUND 12220 TAMAR DR	167.70		167.70
74746	06-03-22	ANN MARIE HARO	ACCOUNT REFUND 13387 LA MESA DR	11.22		11.22
74747	06-03-22	BABCOCK LABORATORIES, INC.	GROUNDWATER WELL SAMPLING	1,796.75		1,796.75
			TDS TESTING - GROUNDWATER WELLS+INF.			
74748	06-03-22	BECK OIL, INC.	DIESEL FUEL	11,919.12		11,919.12
			UNLEADED GASOLINE			
74749	06-03-22	CITIES DIGITAL INC.	LASERFICHE - ADVANCED SERVICE PACKAGE	3,800.00		3,800.00
74750	06-03-22	CLINICAL LABORATORY OF SAN BERNARDINO	APR. 2022 LAB SERVICES FOR SAMPLES	1,069.00		1,069.00
			BOD TESTING-H+DC-APR.2022			
74751	06-03-22	CORE & MAIN LP	6" FLANGE GASKETS	37,407.26		37,407.26
			6"JONES JJ4060DPLL 4X2-1/2" CI 6H HYD			
			1"CTS X 1"MSN A.M. STOP B24258-1 BALL			
74752	06-03-22	CV STRATEGIES	GROUNDBREAKING RWRF PROJECT	2,998.75	2,048.75	5,047.50
			VIDEO SERVICES 2021-22			
74753	06-03-22	DANIEL CRUZ	ACCOUNT REFUND 13530 WEST DR	21.42		21.42
74754	06-03-22	DANIEL/KATHLEEN ENRIGHT	ACCOUNT REFUND 64577 VARDON CT	9.38		9.38
74755	06-03-22	DESERT FIRE EXTINGUISHER CO.,INC	ANNUAL FIRE EXTINGUISHER MAINTENANCE	1,884.64		1,884.64
74756	06-03-22	DESERT RECYCLING INC.	REMOVAL 24TONS OLD CONCRETE/ASPHALT	1,000.00		1,000.00
74757	06-03-22	DESERT WILLOWS PROPERTY OWNERS	DESERT WILLOW TOILET REBATE PROGRAM	800.00		800.00
74758	06-03-22	GRAINGER	WIRE ROPE CLIPS FOR WTR PRODUCTION	31.64		31.64
74759	06-03-22	GREG CHAPMAN, JR	G. CHAPMAN BOOT REIMB.	300.00		300.00
			G.CHAPMAN BOOT REIMB.			
74760	06-03-22	INLAND WATER WORKS SUPPLY CO.	3/4" BR STREET ELL 90	3,437.34		3,437.34
			5" STD X 12 1/2" FULL CIRCLE 5.22-5.62			
			CONC DIRECTIONAL VALVE BOX 4TT			
74761	06-03-22	IRENE LEWIS	ACCOUNT REFUND 65814 AVE CADENA	5.69		5.69
74762	06-03-22	JENNIFER DAY	ACCOUNT REFUND 66010 GRANADA AVE	4.16		4.16
74763	06-03-22	KINISHA OLIVE	ACCOUNT REFUND 13128 CALLE AMAPOLA	6.35		6.35
74764	06-03-22	LORIE HARRISON	ACCOUNT REFUND 66424 SAN JUAN RD	17.71		17.71
74765	06-03-22	LUBRICATION ENGINEERS	5GAL MONOLEC 6404-DR DRUM WTR PRODUCTION	2,275.87		2,275.87
74766	06-03-22	LUZ CASTRO	ACCOUNT REFUND 15415 AVE MIROLA	90.45		90.45
74767	06-03-22	MANPOWER US INC.	TEMP CUST SERV REP INV37072089	1,251.60		1,251.60
74768	06-03-22	MARCOS DIAZ	ACCOUNT REFUND 11082 WEST DR	4.78		4.78
74769	06-03-22	MCMASTER-CARR	4" STEEL U-BOLTS FOR C&M	512.06		512.06
			GRD8 HEX SCREWS, NUTS WASTE WATER			
			RESTOCK N/I CPVC PIPE/FITTINGS			
			STAINLESS STEEL BOLTS WASTE WATER			
74770	06-03-22	MIKE LAURELLA	ACCOUNT REFUND 65940 CAHUILLA AVE	712.90		712.90
74771	06-03-22	ROBERTO LOPEZ	R.LOPEZ BOOT REIMB.	287.53		287.53
74772	06-03-22	RODOLFO CASTELLANOS	ACCOUNT REFUND 16171 AVE ATEZADA	410.27		410.27
74773	06-03-22	VALENTINE RUIZ	TOILET REBATE PROGRAM	53.29		53.29
74774	06-03-22	WATERLINE TECHNOLOGIES INC.	6 DRUMS REFILLED #5580341	3,803.32		3,803.32
			6 DRUMS REFILLED #5581458			
			7 DRUMS REFILLED #5579187			
			7 DRUMS REFILLED #5582480			
74775	06-03-22	WEST COAST SAND AND GRAVEL INC.	RESTOCK 25.17 TONS BASE MATERIAL	438.63		438.63

CHECK NUMBER	CHECK DATE	CHECK PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
74776	06-03-22	WHITE CAP CONSTRUCTION SUPPLY	GOLD SHOVELS QTY 10	0.00	333.91	333.91
74777	06-09-22	ACWA-JPIA HEALTH BENEFITS AUTH.	JULY 2022 PREPAID INS.	91,252.31		91,252.31
74778	06-09-22	ALL VALLEY CRANE, INC.	CRANE SERVICE FOR CHLORING STORAGES	0.00	1,800.00	1,800.00
74779	06-09-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 05.10.22	1,521.16		1,521.16
			UNIFORM SERVICES 05.17.22			
			UNIFORM SERVICES 05.24.22			
			UNIFORM SERVICES 05.31.22			
74780	06-09-22	B-81 PAVING INC	CONCRETE PADS - PRODUCTION FACILITIES	14,353.00	15,540.00	29,893.00
			TRENCH PAVING IN VARIOUS LOCATIONS			
74781	06-09-22	BABCOCK LABORATORIES, INC.	E. COLI TESTING	350.61		350.61
74782	06-09-22	BDP INDUSTRIES, INC.	BELT PRESS REPLACEMENT PARTS	654.12		654.12
74783	06-09-22	CARPI & CLAY. INC	APRIL 2022 FEDERAL ADVOCACY	8,000.00		8,000.00
			MAY 2022 FEDERAL ADVOCACY			
74784	06-09-22	CASEY DOLAN	JUNE DIGITAL AD MGMT & CONSULTING	650.00		650.00
74785	06-09-22	CITY OF DESERT HOT SPRINGS	MARCH 2021 ENCROACHMENT PERMITS	153,529.38		153,529.38
			UU TAX - APRIL 2022/COLLECTION - SS2			
74786	06-09-22	COACHELLA VALLEY WATER DISTRICT	1/3 COST SHARE FOR MC ALT PLAN UPDATE	21,982.16	72,825.03	94,807.19
			1/3 COST SHARE MCSB ANNUAL REPORT 20/21			
74787	06-09-22	COUNTY OF RIVERSIDE	COUNTY ENCROACHMENT PERMITS	2,279.00		2,279.00
74788	06-09-22	CV STRATEGIES	APRIL 2022 SOCIAL MEDIA	3,623.75		3,623.75
			CUSTOMER PORTAL			
			GENERAL CONSULTING APRIL			
74789	06-09-22	D & H WATER SYSTEMS, INC.	POLYMER HOSE REPLACEMENT	207.68		207.68
74790	06-09-22	DESERT FIRE EXTINGUISHER CO., INC	FIRE SPRINKLER INSPECTION	350.00		350.00
74791	06-09-22	ENTERPRISE FM TRUST	TRAVEL FEE - ENTERPRISE FLEET	135.00		135.00
74792	06-09-22	FEDEX	FED EX LATE FEES	72.53		72.53
74793	06-09-22	FORSHOCK	GEOSCADA SOFTWARE UPGRADES - PRODUCTION	0.00	8,547.58	8,547.58
74794	06-09-22	HI-DESERT AIR INC.	SERVICE CALL - SWAMP COOLERS	384.86		384.86
74795	06-09-22	MANPOWER US INC.	STAFFING SERVICES - ACCOUNTING TEMP FOR MGR.	8,804.12		8,804.12
			TRANSITION			
			STAFFING SERVICES - CSR TEMP			
			STAFFING SERVICES - FIELD SERVICE TEMP			
			STAFFING SERVICES - GM REPORT/GRANTS			
74796	06-09-22	NOBEL SYSTEMS INC.	ANNUAL GV UPDATES	15,400.00		15,400.00
			GV CMMS ANNUAL SUBSCRIPTION			
74797	06-09-22	O'REILLY AUTOMOTIVE, INC.	HITCH REPLACEMENT	58.16		58.16
74798	06-09-22	ON POWER INDUSTRIES, LLC	INSTALL WIRING FOR CHOPPER PUMPS	0.00	6,850.00	6,850.00
74799	06-09-22	PALM SPRINGS PEST CONTROL, INC.	BAIT SERVICE MAINTENANCE @ WWTP	160.00		160.00
			MAY 2022 - PEST CONTROL SERVICES			
74800	06-09-22	PARKERS BUILDING SUPPLY	ADMIN BLDG - LIGHTBULB REPLACEMENT	115.45		115.45
			COIL CHAIN			
			MISC. SUPPLIES			
			SMALL TOOL FOR PRODUCTION			
74801	06-09-22	PHENOVA, INC.	PE SAMPLE RETEST FOR DISSOLVED OXYGEN	146.76		146.76
74802	06-09-22	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS/INFILLS	6,462.83		6,462.83
74803	06-09-22	RUSS MARTIN	R. MARTIN MILEAGE REIMBURSEMENT	50.31		50.31
74804	06-09-22	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET REPAIRS	21,134.13		21,134.13



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
74805	06-09-22	SWRCB ACCOUNTING OFFICE	B.ALZAMMAR CERT. RENEWAL	105.00		105.00
74806	06-09-22	TKE ENGINEERING, INC	WELL 22 REHAB PROGRESS PYMT #11	0.00	655.00	655.00
74807	06-09-22	UMETECH, INC.	JUNE 2022 - IT SERVICES	7,813.50		7,813.50
74808	06-09-22	WATERSMART SOFTWARE, INC.	WATERSMART PORTAL RENEWAL	27,810.00		27,810.00
74809	06-09-22	XEROX CORPORATION	MAY 2022 XEROX LEASE	343.73		343.73
74810	06-20-22	AECOM TECHNICAL SERVICES INC.	PROFESSIONAL SERVICES	0.00	34,429.50	34,429.50
			WELL 42 REDESIGN PP#15			
74811	06-20-22	BRINKS INCORPORATED	MONTHLY PICK UP CHARGES INV11961863	229.43		229.43
			MONTHLY TRANSPORTATION FEES INV4919603			
74812	06-20-22	CARL OTTESON'S CERTIFIED BACKFLOW	MAY 2022 BACKFLOW TESTING	7,320.00		7,320.00
74813	06-20-22	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL SERVICES CONSULTING	3,227.50		3,227.50
74814	06-20-22	DANGELO COMPANY	1" COPPER TUBING (SOFT "K" - 100FT. ROLLS55-170	18,589.03		18,589.03
74815	06-20-22	DESERT VALLEY DISPOSAL, INC.	MAY SERVICE CHARGES ADMIN BUILDING	1,138.48		1,138.48
			MAY SERVICES CHARGES CORP YARD			
74816	06-20-22	DESERT TIRE AND AUTO REPAIR	UNIT 397 TIRES	487.09		487.09
74817	06-20-22	DIAMOND ENVIRONMENTAL SERVICES, LP	RESTROOMS FOR RWRFF EVENT	0.00	410.00	410.00
74818	06-20-22	FORSHOCK	GEOSCADA SOFTWARE UPDATES	0.00	8,296.75	8,296.75
74819	06-20-22	HI-DESERT AIR INC.	SERVICE CALL - SWAMP COOLERS	2,157.25		2,157.25
74820	06-20-22	HIGH TECH MAILING SERVICES	CCR - PRINTING/MAILING	11,554.13		11,554.13
74821	06-20-22	KAMAN INDUSTRIAL TECHNOLOGIES	RESTOCK V-BELTS WASTE WATER	2,065.02		2,065.02
74822	06-20-22	LANDMARK CONSULTANTS, INC.	ON CALL PROFESSIONAL SERVICES	0.00	518.40	518.40
74823	06-20-22	MANPOWER US INC.	TEMP CSRI FRONT OFF INV37108774	2,106.24		2,106.24
			TEMP FILED SERV TECH INV37108768			
74824	06-20-22	MICHAEL BAKER INTERNATIONAL, INC.	MASTER PLAN UPDATES	0.00	65,083.25	65,083.25
74825	06-20-22	PALMS TO PINES PRINTING	FANS FOR RWRFF EVENT	0.00	542.74	542.74
74826	06-20-22	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
74827	06-20-22	PROFORMA	RED DOOR HANGERS INVBH49002698A	265.89		265.89
74828	06-20-22	SO CAL LAND MAINTENANCE, INC.	JUNE 2022 MONTHLY LANDSCAPING	6,275.00		6,275.00
74829	06-20-22	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	126,314.26		126,314.26
74830	06-20-22	TKE ENGINEERING, INC	CONSULTANT SERVICES AND GENERAL ENG	6,892.50	1,822.50	8,715.00
74831	06-20-22	TULE RANCH/MAGAN FARMS	SLUDGE HAULING - MAY 2022	27,060.63		27,060.63
74832	06-20-22	UMETECH, INC.	SSL CERT FOR VPN.MSWD.ORG	198.98		198.98
74833	06-20-22	USA BLUEBOOK	300' HDPE TUBING GRUNDFOS BLACK	1,235.31		1,235.31
			4FT DIPSTICK PRO WASTE WATER			
			GRUNDFOS COMPLETE DOSING HEAD 97751175			
			HACH CHLORINE TITRATION TEST KIT 77424			
74834	06-20-22	WEST YOST & ASSOCIATES, INC.	CONSULTING SVCS FRO 4/19/22 TO 5/6/22	0.00	11,149.75	11,149.75
74835	06-20-22	WHITE CAP CONSTRUCTION SUPPLY	RESTOCK WATER IGLOO COOLERS	530.39		530.39
74836	06-23-22	ADRIAN VERDUGO PEREA	A. PEREA BOOT REIMB.	300.00		300.00
			A.PEREA BOOT REIMB.			
74837	06-23-22	AECOM TECHNICAL SERVICES INC.	BIDDING SUPPORT SERVICES	0.00	22,918.15	22,918.15
74838	06-23-22	ALBA GUERRA RAMIREZ	ACCOUNT REFUND 66079 2ND ST	23.02		23.02
74839	06-23-22	ALL AMERICAN FIRST AID	FIRST AID KIT RESTOCK	76.29		76.29
74840	06-23-22	ANGELES ESCOBAR	ACCOUNT REFUND 13340 CALIENTE DR	1,078.67		1,078.67
74841	06-23-22	CASAMAR GROUP, LLC	INFLUENT PUMPS/CHOPPER PUMPS	0.00	368.29	368.29
74842	06-23-22	CINDY MILLER	ACCOUNT REFUND 9460 EKWANOK DR	29.24		29.24
74843	06-23-22	CITY OF DESERT HOT SPRINGS	UU TAX - MAY 2022	38,666.59		38,666.59



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74844	06-23-22	GERALD CAMPBELL	ACCOUNT REFUND 65565 ACOMA AVE #104	41.56		41.56
74845	06-23-22	GERALD M MEAD	ACCOUNT REFUND 11750 SKYLARK ST	700.00		700.00
74846	06-23-22	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	1,585.99		1,585.99
74847	06-23-22	INFOSEND INC	ANNUAL SEWER PREPAY LETTER	10,271.15		10,271.15
			MONTHLY BILL SERVICES			
			MONTHLY SUPPORT FEE/EBILLS			
74848	06-23-22	JON KEAN	ACCOUNT REFUND 64114 APPALACHIAN ST	142.00		142.00
74849	06-23-22	KOFF & ASSOCIATES, INC.	MSWD CLASS COMP	0.00	3,520.00	3,520.00
74850	06-23-22	KELLY HOFFMANN	ACCOUNT REFUND 8779 ROCKIES AVE	18.41		18.41
74851	06-23-22	KHOA (JIM) LAM	ACCOUNT REFUND 66783 CAHUILLA AVE	47.95		47.95
74852	06-23-22	KIMBERLEY VICTOR	ACCOUNT REFUND 15985 VERBENA RD	6,454.72		6,454.72
74853	06-23-22	LENNAR HOMES OF CALIFORNIA, INC.	ACCOUNT REFUND LOFTWOOD ST	687.17		687.17
74854	06-23-22	LEYLAND/GEOREAUNA BAZILIO	ACCOUNT REFUND 66139 8TH ST	55.01		55.01
74855	06-23-22	MANPOWER US INC.	GM REPORT/GRANT	4,862.18		4,862.18
			STAFFING SERVICES - ACCT.MGR TRANSITION ASSISTANCE			
			STAFFING SERVICES - CUSTOMER SERVICE			
			TEMP FIELD SERVICE REP.			
74856	06-23-22	MARCOS DIAZ	ACCOUNT REFUND 11082 WEST DR	61.87		61.87
74857	06-23-22	MARK DAVIS	ACCOUNT REFUND 66204 S AGUA DULCE DR	70.22		70.22
74858	06-23-22	MUNECA'S ORIGINALS	CATERER FOR REGIONAL GROUNDBREAKING	0.00	3,165.00	3,165.00
74859	06-23-22	O'REILLY AUTOMOTIVE, INC.	BATTERY JUMPSTARTER	268.16		268.16
			REPLACEMENT TOOL BOX SUPPORTS			
			SQUEEGEE/WIPER BLADES/AIR CHUCK			
74860	06-23-22	PARKERS BUILDING SUPPLY	1 PALLET/56 BAGS QUICKCRETE	388.08		388.08
			GOLD SPRAY PAINT FOR SHOVELS			
			ITEMS TO REPAIR LEAK @ CORPYARD RESTROOM			
74861	06-23-22	ROBERT G MODRICH	MAY 2022 UNIDATA MAINTENANCE	4,182.00	3,744.00	7,926.00
74862	06-23-22	ROSARIO DUARTE	ACCOUNT REFUND 64950 RAY CT	34.98		34.98
74863	06-23-22	SANDRA L JOHNSON	ACCOUNT REFUND 9257 SILVER STAR AVE	128.98		128.98
74864	06-23-22	SCOTT LANTERMAN	ACCOUNT REFUND 68641 PROSPECT WAY	6.14		6.14
74865	06-23-22	TAMI GRIMMETT	ACCOUNT REFUND 13095 HADLEY WAY	50.44		50.44
74866	06-23-22	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	293.40		293.40
74867	06-23-22	VINA GERRITSON	ACCOUNT REFUND 65951 7TH ST	587.54		587.54
74868	06-30-22	ACWA/JOINT POWERS INSUR AUTH	EXCESS CRIME INSURANCE	900.00		900.00
74869	06-30-22	AISHA MARTINEZ	ACCOUNT REFUND 12849 INAJA ST	33.72		33.72
74870	06-30-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 06.07.22	348.87		348.87
74871	06-30-22	BABCOCK LABORATORIES, INC.	2ND QUARTER 2022 - GROUNDWATER TESTING	2,809.17		2,809.17
			2ND. QUARTER - HORTON SLUDGE TESTING			
			TOTAL N TESTING - H+DC - JUNE 2022			
74872	06-30-22	BECK OIL, INC.	DIESEL HORTON GENERATOR	15,782.18		15,782.18
			DISEL FUEL			
			UNLEADED GASOLINE			
74873	06-30-22	CALIFA BEY	ACCOUNT REFUND 66321 CAHUILLA AVE	117.69		117.69
74874	06-30-22	COUNTY OF RIVERSIDE	COUNTRY ENCROACHMENT PERMITS	1,797.00		1,797.00
74875	06-30-22	CWEA/CORBS	CORBS DINNER ATTENDENCE	765.00		765.00
74876	06-30-22	CYPRESS DENTAL ADMINISTRATORS	JULY 2022 DENTAL	3,991.81		3,991.81
74877	06-30-22	DAVID WEAVER	WORK BOOTS - DAVID WEAVER	300.00		300.00

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74878	06-30-22	DAVID HSU	ACCOUNT REFUND 13760 HIDALGO ST	23.20		23.20
74879	06-30-22	DAVID PENNA	WORK BOOTS - DAVID PENNA	299.97		299.97
74880	06-30-22	DESERT TIRE AND AUTO REPAIR	TIRE REPLACEMENT	1,393.23		1,393.23
74881	06-30-22	ENTERPRISE FM TRUST	MONTHLY FEE LEASE - MAY 2022	21,286.86		21,286.86
			TRAVEL FEES - ENTERPRISE FLEET			
74882	06-30-22	EXECUTIVE FACILITIES SERVICES, INC.	JANITORIAL SERVICES - JUNE 2022	1,833.09		1,833.09
74883	06-30-22	FARMER BROS. CO	ADMIN COFFEE	415.17		415.17
74884	06-30-22	ICELA BARKLE	ACCOUNT REFUND 67994 AVA CT	10.28		10.28
74885	06-30-22	INLAND WATER WORKS SUPPLY CO.	1"X5/8"X3/4" BR MTR. BUSH JONES	1,236.16		1,236.16
			1"X5/8"X3/4" BR MTR.NBUSH JONES			
			6" COMPANION FLG CI 8HOLE			
74886	06-30-22	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT NO. 2 - 7% COMPLETE	0.00	1,568,585.38	1,568,585.38
74887	06-30-22	KEVIN KOCIS	ACCOUNT REFUND 12165 AVE ALTA LOMA	66.65		66.65
74888	06-30-22	MANPOWER US INC.	CUST SERV TEMP INV37146530	2,471.55		2,471.55
			TEMP FIELD SERV INV37146529			
74889	06-30-22	O'REILLY AUTOMOTIVE, INC.	BACKHOE GREASE	649.65		649.65
			BATTERY REPLACEMENT			
74890	06-30-22	PARKHOUSE TIRE, INC	TIRES ON TRUCK #324	608.71		608.71
74891	06-30-22	PARKERS BUILDING SUPPLY	FAUCET REPLACEMENT @ CORP YARD	59.74		59.74
			RODENT TRAPS FOR UNIT 406			
74892	06-30-22	POWERPLAN OIB	BRAKE CABLE REPLACEMENT FOR GATOR	157.96		157.96
74893	06-30-22	PRECISION GARAGE DOORS & GATES INC	ADMIN GATE CONTROLLER REPLACEMENT	2,425.00		2,425.00
74894	06-30-22	SMARTCOVER SYSTEMS	INSTALL REPLACEMENT ANTENNAS ON COVERS	516.92		516.92
74895	06-30-22	SOUTHERN CALIFORNIA EDISON COMPANY	SCE EASEMENT GRANT OUT DEPOSIT	0.00	10,000.00	10,000.00
74896	06-30-22	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	FLEET AND SERVICES REPAIRS	2,341.91		2,341.91
74897	06-30-22	TKE ENGINEERING, INC	PROG PYMT - CM & INSPECTION OF RWRF PROJ	0.00	205,317.28	205,317.28
74898	06-30-22	UNITED WAY OF THE DESERT	UNITED WAY BILL ASSIST REPLENISHMENT	10,000.00		10,000.00
74899	06-30-22	VAUGHAN'S INDUSTRIAL REPAIR CO. INC.	CONSTRUCTION PROGRESS PAYMENT	0.00	37,608.71	37,608.71
9999232	06-02-22	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 05.13.22	29,614.21		29,614.21
9999234	06-03-22	WELLS FARGO BANK	AUTO DEPOSIT PPE 05.27	109,844.14		109,844.14
9999235	06-03-22	WELLS FARGO BANK	FED TAX DEP PPE 05.27	47,812.34		47,812.34
9999236	06-03-22	STATE OF CA EDD	STATE TAX PPE 05.27	8,093.08		8,093.08
9999237	06-03-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.27	11,660.17		11,660.17
9999238	06-03-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.27-2	256.90		256.90
9999239	06-03-22	US BANK CORPORATE TRUST SERVICES	AD#13 COUNTY FUND 68-4865	249,125.98		249,125.98
9999240	06-07-22	FARMERS & MERCHANTS BANK	DEBT PAYABLES F&M - JUNE 2022	12,190.95		12,190.95
9999437	06-17-22	WELLS FARGO BANK	AUTO DEP PPE 06.10	115,331.28		115,331.28
9999438	06-17-22	WELLS FARGO BANK	FED DEP PPE 06.10	51,056.00		51,056.00
9999439	06-17-22	STATE OF CA EDD	STATE TAX PPE 06.10	8,686.92		8,686.92
9999442	06-17-22	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 05.27	29,419.63		29,419.63
9999492	06-27-22	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 06.10	11,095.65		11,095.65
PR060322	06-03-22	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
PR061722	06-17-22	EMPLOYEES	PAPER PAYROLL CHECKS	643.72		643.72
			CURRENT CHECK TOTAL	1,518,559.2	2,086,079.9	3,604,639.2
TOTAL				1,518,559.27	2,086,079.97	3,604,639.24

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
171 records listed						

# AGENDA REPORT

## REGULAR BOARD MEETINGS JULY 14 & 18, 2022

### DIRECTOR REPORTS

#### DIRECTOR REPORTS

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

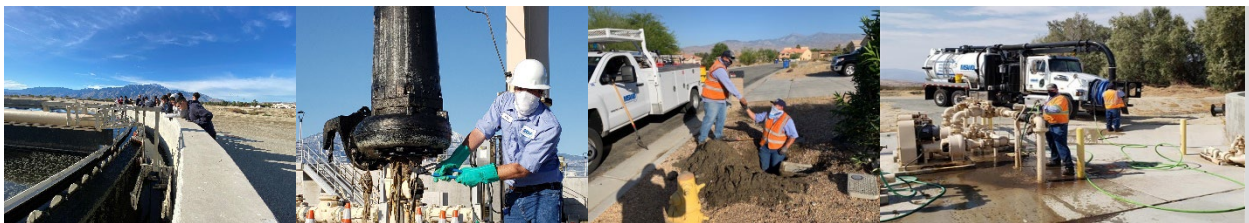
Date	Event	Attendees
6/1/2022	GCVCC MORING MIXER	SEWELL
6/2/2022	DVBA LEGISLATIVE MEETING	MARTIN
6/3/2022	GCVCC LEGISLATIVE MORNING	SEWELL
6/7/2022	DHS CITY COUNCIL MEETING	MARTIN
6/7/2022	DWA BOARD MEETING	DUNCAN
6/9/2022	CVAG ~ CVCC AND E&E MEETINGS	WRIGHT
6/10/2022	REGIONAL PLANT GROUND BREAKING	MARTIN, SEWELL, WRIGHT, DUNCAN
6/14/2022	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
6/14/2022	CVWD BOARD MEETING	DUNCAN
6/21/2022	DWA BOARD MEETING	DUNCAN
6/23/2022	DVBA MEMBER APPRECIATION NIGHT	MARTIN
6/24/2022	ACWA REGION 9 PROGRAM	MARTIN, WRIGHT
6/28/2022	CVWD BOARD MEETING	DUNCAN

#### (OTHER) MEETINGS ATTENDED (\*no daily stipend was claimed)

Date	Event	Attendees
6/7/2022	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
6/9/2022	CVAG ~ CVCC AND E&E MEETINGS	MARTIN
6/21/2022	GCVCC NETWORKING NIGHT	MARTIN
6/22/2022	TRIBAL WATER AUTHORITY BOARD MEETING	MARTIN
6/23/2022	WATER 101	WRIGHT



# General Manager's Report July 2022



## Table of Contents

<b>PROJECT SPOTLIGHT .....</b>	<b>1</b>
<b>ADMINISTRATION .....</b>	<b>2</b>
Customer Service Department .....	2
Finance and Accounting Department.....	6
Innovation and Technology Department .....	8
Purchasing Department .....	9
<b>ENGINEERING AND OPERATIONS.....</b>	<b>10</b>
Engineering Department.....	10
Operations & Maintenance.....	14
Water Resources .....	29
<b>PUBLIC AFFAIRS.....</b>	<b>31</b>
 <b>APPENDIX A - Federal Update from Carpi &amp; Clay</b>	
 <b>APPENDIX B – Wastewater and Water Production Tables</b>	
 <b>APPENDIX C – Public Affairs Information</b>	



## PROJECT SPOTLIGHT

We would like to thank the local business leaders, members of the public, and elected officials who gathered to celebrate the start of the construction of Mission Springs Water District's new Regional Water Reclamation Facility recently on June 10, 2022.

Funded primarily by grants and low-interest loans, the new treatment plant will treat an additional 1.5 million gallons of wastewater per day. This new capacity will allow more homes currently using a septic tank system to connect to the MSWD's treatment system. The state-of-the-art facility will also support the addition of tertiary treatment in the future, which would provide recycled water to enhance water conservation efforts.

Located on land already owned by the District, the new plant is being built adjacent to the MSWD solar installation between 19th and 20th Avenues in Desert Hot Springs. The project includes the construction of a Sequence Batch Reactor (SBR) wastewater treatment plant. Two accompanying projects, the Regional Conveyance Line and the M-2 area septic to sewer projects, are also under development.



Photo (L to R): Shayra Hernandez, Director of Stakeholder Engagement Congressman Ruiz's Office; Miguel A. Romero Ochoa, Field Representative Assemblymember Eduardo Garcia's Office; Grace Elena Garner, Mayor Pro Tem of Palm Springs; Jeff Hewitt, Riverside County Board of Supervisors, District 5; Scott Matas, Mayor of Desert Hot Springs; Peter Satin, Board Member, Colorado River Basin Regional Water Quality Control Board; Russ Martin, President, Mission Springs Water District Board of Directors; Randy Duncan, Mission Springs Water District Board of Directors; Ivan Sewell, Mission Springs Water District Board of Directors; Arden Wallum, General Manager, Mission Springs Water District; Nancy Wright, Vice President Mission Springs Water District Board of Directors; and Esmeralda Perez, Board Assistant Riverside County Supervisor V. Manuel Perez's Office.

## ADMINISTRATION

### Customer Service Department

#### Disconnections Due to Non-Payment

After suspending disconnections over the past two years due to the COVID-19 pandemic, MSWD announced that it will resume disconnection of past due accounts, beginning in April 2022. To avoid disconnection, customers who have past due balances were strongly encouraged to contact the District before March 31, 2022, to set up a payment plan and learn about available assistance programs. To assist residential and commercial customers with past due balances related to COVID-19, the District applied for and received funds from the California Water and Wastewater Arrearage Payment Program to cover past due drinking water balances that were accrued between March 4, 2020, and June 15, 2021.

As of April 5, 2022, disconnections have resumed. During June 2022, there were 44 disconnections, and technicians were able to make contact with 87 customers to either pay, set up a payment plan with the office, or to get information for bill assistance.

A total of 415 payment plans have been set up by MSWD customers with the pending balance of the payments plans totaling \$339,029.76.



**Disconnections for  
nonpayment  
resume in April  
Contact us for help!**



### Customer Bill Assistance Programs

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, assisting 169 customers since July 1, 2021.

United Lift has assisted customers by paying \$9,202.07 on customer accounts during June 2022.

California's Water and Wastewater Arrearage Program has assisted customers by providing a one-time payment to eligible accounts totaling \$1,253,914.00 since January 24, 2022.

Riverside County's LIHWAP CARE Program launched on June 2, 2022 and will provide customers with a one-time payment towards their water and/or sewer bill up to \$2,000.00. This program will only run through August 2023. The first month started strong as the LIHWAP program provided \$2,522.94 in customer assistance in June 2022.

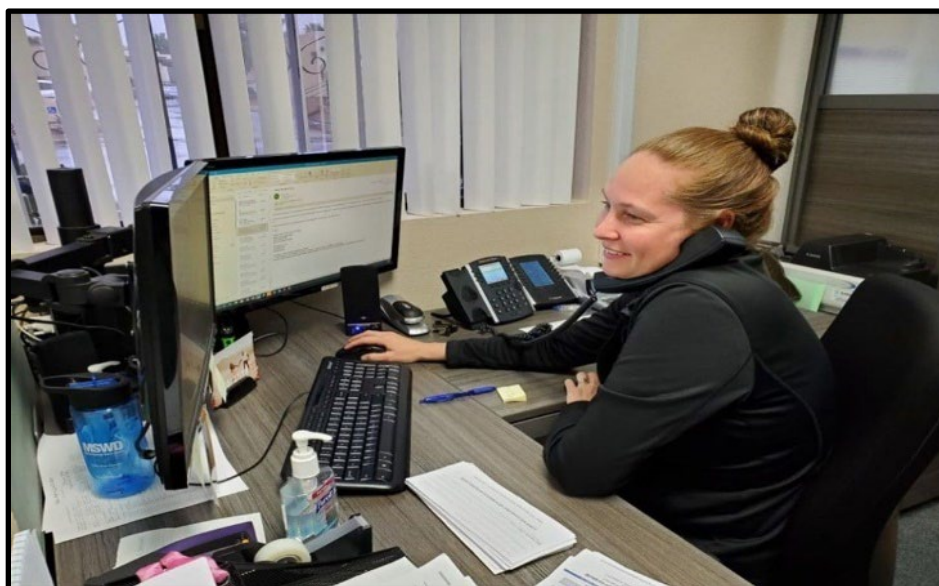
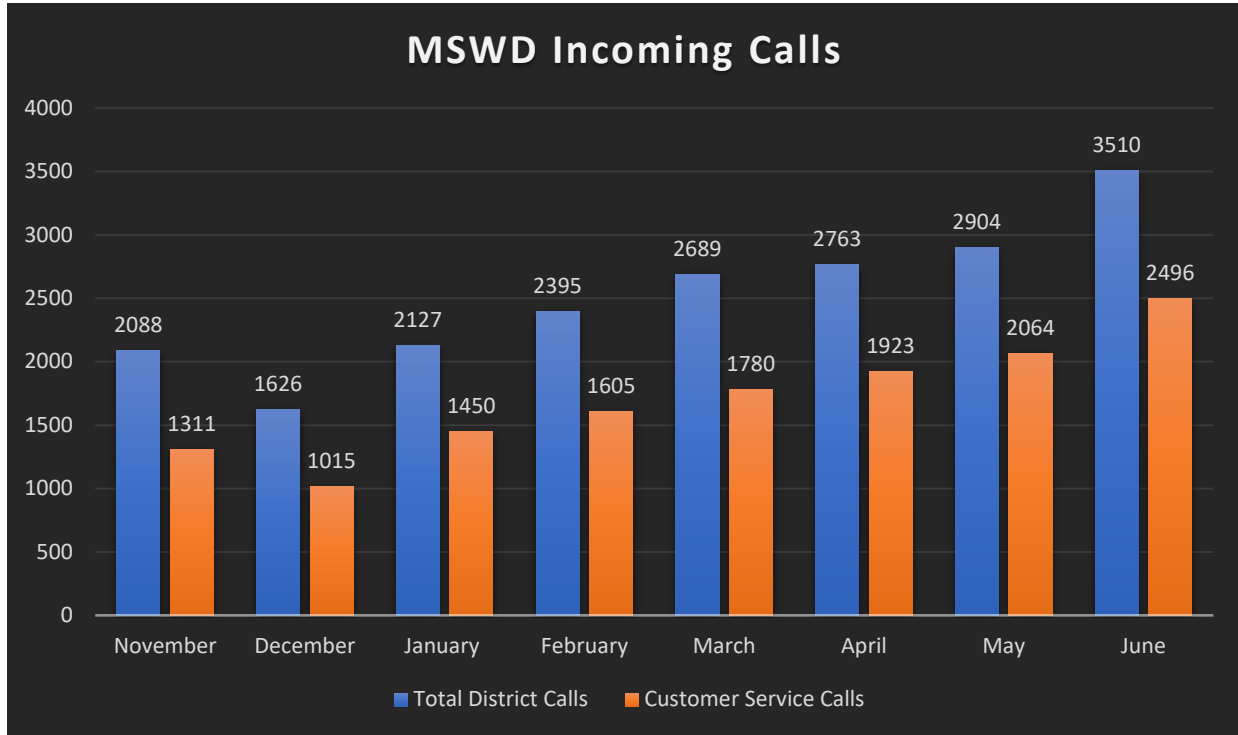


### Customer Portal Update

Vertex One/WaterSmart integration was completed and launched along with the PayNearMe payment portal on May 2, 2022. The paperless PDF bill presentation and e-bill sign up was completed in June 2022.

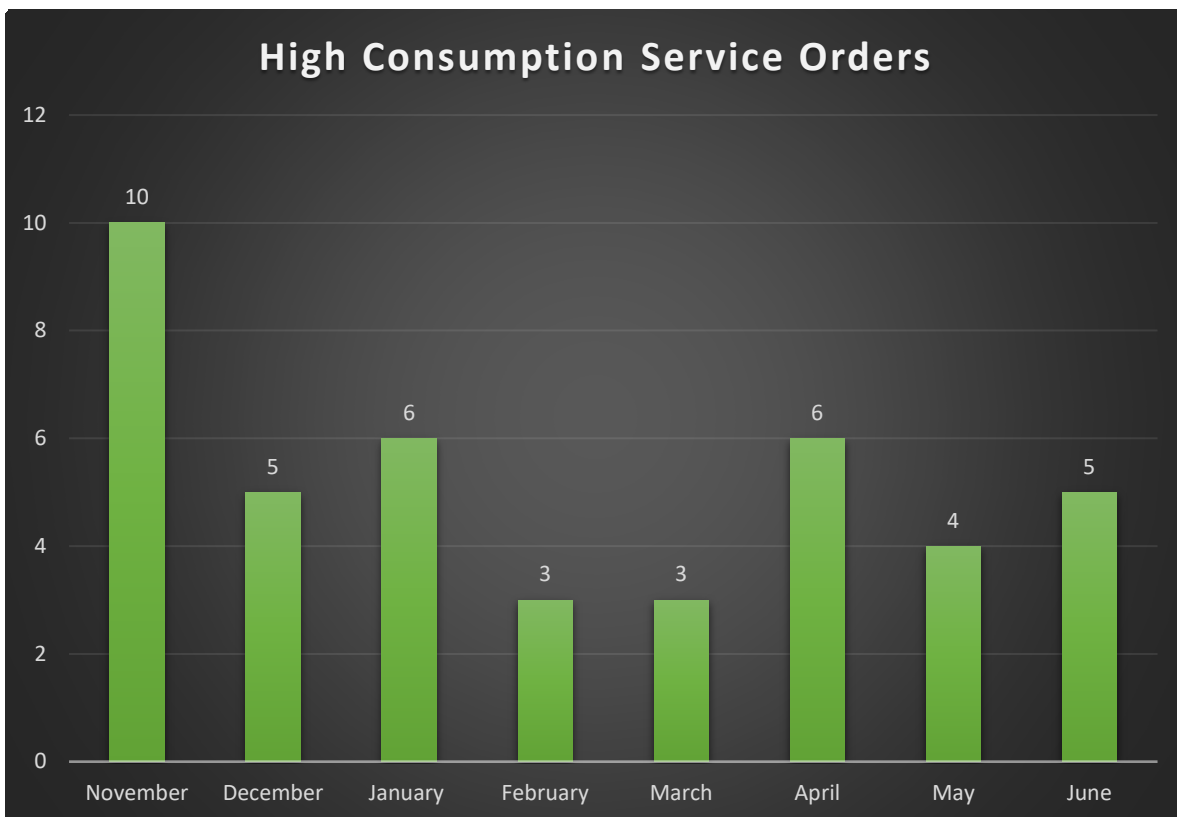
### Calls into the Customer Service Department

The District is seeing an increase in the number of calls. Most calls are related to delinquency letters received, sewer pre-payments, payment plans, bill assistance information, demand/lien release requests, new property start/stop service, and account balance requests. The chart below represents MSWD incoming calls and those received by the Customer Service staff. There were 136 roll-over/"new" customer accounts in June 2022.



**High Bill Investigation Requests Versus 13,675 Accounts**

The District continues to leverage the new AMI infrastructure and Neptune 360 portal, resulting in consistently less high bill service orders. The District continues to see a return on investment through savings of administrative time resulting from consistently less high bill investigations, and a reduction in Field Technician travel and investigation time.



**Lobby Open by Appointment Only and COVID-19 Response**

As part of the COVID-19 response, the MSWD lobby continues to be open by appointment only. The District had five appointments in June 2022 to assist customers in person.

MSWD Customer Service Representatives continue to assist our customers with minimal disruption. Staff continues to find creative ways to assist those customers who may have unique requests including those customers who do not have internet access.

- 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

MSWD Customer Service continues to provide customers multiple options for bill payment.

- Customers can drop payments (check or money order) in the drop box
- Customers can pay at 7-11 or Walmart in Desert Hot Springs, and must have their bills present. The addition of Walgreen's will be coming soon.
- Payment Portal on MSWD.org
- Customers can call in and pay through the IVR system, or with Customer Service Representative assistance
- Paypal, Google Pay, Apple Pay, and the QR code on the back of the bill. Customers can pay directly from their smartphone

**MSWD**  
Mission Springs Water District

# BILL PAY OPTIONS

<p><b>ONLINE</b> MSWD.org/Paperless</p>	<p><b>BY PHONE</b> (760) 329-6448</p>	<p><b>BY MAIL</b> 66575 Second Street Desert Hot Springs, CA 92240</p>	<p><b>IN PERSON</b> Drop off</p>
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**OTHER OPTIONS:** Walmart Pay, PayPal, 7-Eleven PayNearMe, YOUR BANK'S E-PAY PROGRAM

## Finance and Accounting Department

The Finance and 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 MSWD Board of Directors. Below are project highlights and summaries for June 2022.

### Current Work Priorities

During June 2022, the main priority for Finance and Accounting was the fiscal year 2022-2023 operating and capital budget.

Accounting continues to work with Administration, Engineering, and Construction & Maintenance on reimbursable jobs. There were no new reimbursable jobs created in June 2022.

### **Budget**

The fiscal year 2022-2023 operating and capital improvement budgets were approved by the Board on June 20, 2022.

The GANN Limit Budget Calculation was accepted and approved by the Board on June 20, 2022.

The classification and compensation matrix was also approved by the Board on June 20, 2022.

Budget transfers in June 2022 amounted to \$61,144.

### **Payroll**

Payroll is gearing up for the changes that need to be made with the Board approval of the classification and compensation changes. Several employee titles are changing.

Payroll is also working on the changes that need to be made with the completion of fiscal year 2021-2022 and the beginning of the new fiscal year 2022-2023. For example, CalPERS employer contributions will change on July 1, 2022, to the following:

- Classic Members remain the same at 13.35%
- PEPRAs Members will be reduced from 7.59% down to 7.47%

Several employee accruals will be reviewed and updated such as the exempt leave and compensation time accrued during the year.

### **Cash**

Total cash receipts for the month of June 2022 amounted to \$1,663,260.00, with the majority being sewer pre-payments, 14 new connections, and property tax collections for delinquent accounts.

Cash disbursements for the month of June 2022 amounted to \$3,603,196.00, with the largest payments going to:

- \$1,568,585.00 to J.F. Shea Construction
- \$205,317.00 to TKE Engineering
- \$153,530.00 to City of Desert Hot Springs
- \$126,314 to Southern California Edison
- \$350,835.00 to Net Payroll
- \$114,174.00 to Payroll Taxes

## Innovation and Technology Department

The Innovation and Technology Department (IT) continues to work with staff and vendors to achieve technological enhancement and meet innovation goals established by the MSWD Board of Directors. Below are project highlights and summaries for June 2022.

### Technology Improvements

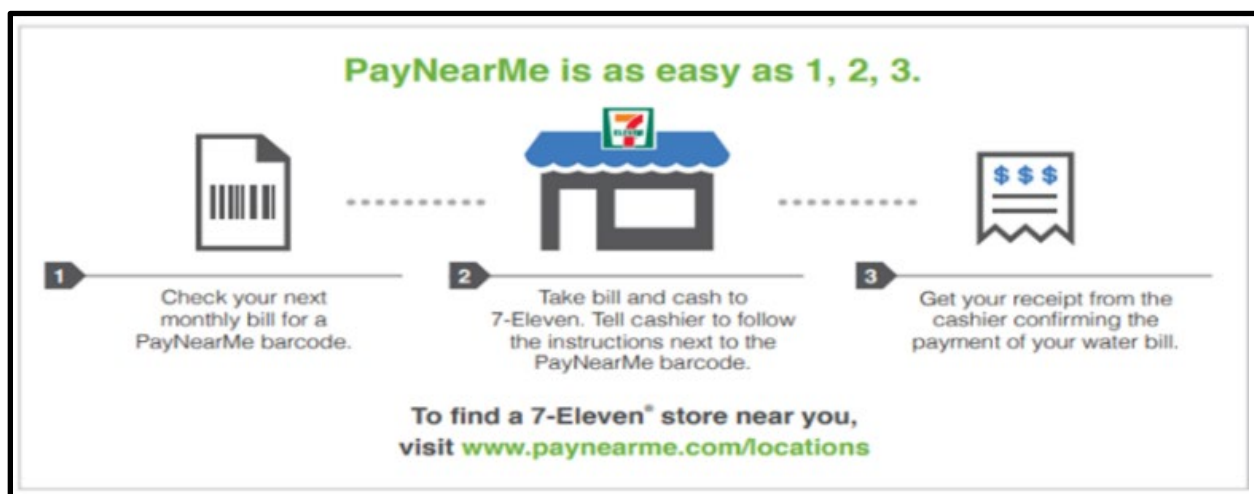
IT is continuing with a system upgrade project with the Wastewater Department to enhance the data collection and availability of our collections inspections. Implementation with our onboarding specialists is expected to begin in mid-July 2022.

MSWD continues its push toward paperless operations with the expansion of Laserfiche forms which staff are currently using for managing budgets and submitting overtime. Additional forms are in development along with continuous improvements in current forms.

Desktop computers and laptop upgrades continue as needed.

### WaterSmart Customer Portal

Improvements continue to be made on the Customer Portal regarding eBilling and balance update speed. Staff has put a message on the old portal to inform customers that it will no longer be active in August 2022. Staff is currently planning on redirecting all traffic from the old portal to the new WaterSmart portal in mid-August 2022.





## Purchasing Department

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

Price increases and supply chain issues continue to surface within our industry. Specifically, PVC pipe and fittings, ductile iron pipe and fittings, restraints, hydrants, and valves, as well as many other products, are experiencing significant shortages that could lead to extended lead times. Along with these supply chain problems, pricing continues to escalate. These problems exist with both domestic and import materials. Staff will continue to monitor the situation and perform due diligence in getting all the material that is needed to maintain the water systems.

Staff has received another order of Neptune meters including 160 of the 3/4-inch meters and 64 DFW meter boxes and lids and they have been put into stock.

Staff are still experiencing some supply chain issues with shipping and delivery of some products, but nothing too extreme to halt any of our production.

Staff has started removing the old Master meters. Currently, two of the four shipping containers have been emptied. Staff is working on the removal of the remaining meters.

The annual inventory count has been completed and posted.



## ENGINEERING AND OPERATIONS

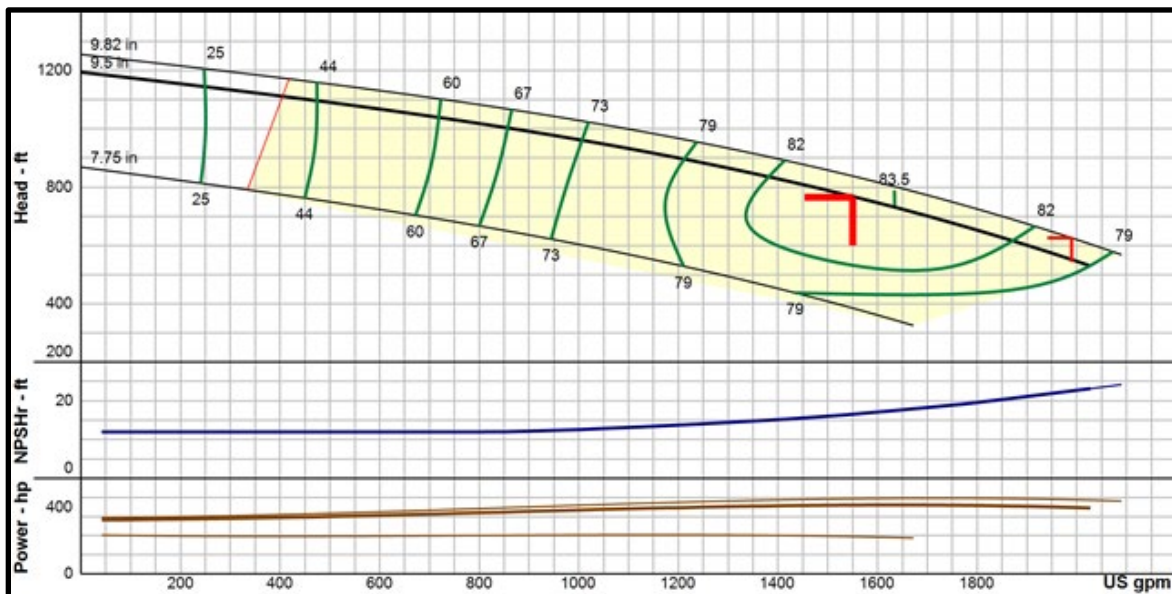
### Engineering Department

Below is a list of Capital Projects and status updates.

#### Well 42 Project

Construction is still on-hold due to revisions to the pumping and electrical equipment.

The Construction Management (CM) Team identified the revised 400 HP pump that best meets the project requirements. The CM Team will update the project specifications and issue a bulletin to the contractor in June 2022 to move forward with equipment procurement.



Construction will likely be on-hold for several more weeks while the equipment submittals are processed and the equipment is ordered, fabricated, and delivered to the site for construction and installation.

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

Staff has received the appraisal for a required sewer easement and is reviewing. Staff anticipates meeting with the property owner for the proposed easement area for the pipe alignment in the coming weeks.

The consultant, TKE Engineering, completed work on the required final completion report for submission to the California Department of Water Resources (DWR) for grant closeout.



### Well 22 Rehabilitation

The design consultant, TKE Engineering, continued working on the final design package, specifically incorporating provisions for a water lubricated well in-lieu of oil lubricated. Staff anticipates receiving the final design package in the coming weeks and bidding the project thereafter.

Staff is coordinating with the on-call well contractors for a bid to complete the well casing and equipment rehabilitation in preparation for increased demand over the summer.

### Water and Wastewater System Comprehensive Master Plan Update

The consultant, Michael Baker International, completed the draft Water and Sewer Master Plans in June 2022. Staff is currently reviewing the plans.

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

Due to current construction costs, the project is on-hold, with the intent to repurpose the grant funding to the GQPP Area M2 project in the coming months.

### Horton Effluent Filtration System

The design consultant, TKE Engineering, is continuing work on the 100% design submittal, specifically the added shade structure, wind break, and maintenance scaffolding system. Staff expects to receive the updated plan set in the coming weeks.



### Horton Odor Control Project

Staff in conjunction with the construction manager consultant, Michael Baker International (MBI), have completed a no cost change order extending the construction contract completion date from June 18, 2022 to July 29, 2022. The current schedule puts the completion to late July 2022 due to material delivery delays from supply chain issues. Staff has extended the MBI contract to November 29, 2022, with no anticipated cost increase. Construction is currently paused until mid to late June 2022. Staff is continuing to monitor inspection and management costs which may be billed to the contractor.



### On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects RFP

Staff received proposals from 11 firms to provide construction management and inspection services for the District. Staff is going through the qualification review and selection process and anticipates awarding contract(s) at the August 2022 Board of Directors meeting.

### Backup Generators for Well Sites 27-32 and 37 Projects

Staff is still reviewing the most beneficial locations for fixed and portable generator locations prior to advertising for project bids.



### Horton Chopper Pumps Project

Staff has contracted with the pump manufacturer, Vaughn Pump, to complete the installation of the four influent chopper pumps. Construction is complete.

### Regional Water Reclamation Facility

Construction has been initiated for the District's new Regional Water Reclamation Facility that will initially treat 1.5 million gallons per day. Note, this item has moved from this report to the Board Packet as a monthly update.



## Operations & Maintenance

### Construction & Maintenance

Staff completed approximately 439 water line location requests in June 2022. Staff continues to use iPads with the GeoViewer mobile app to streamline and manage line locations.



Staff replaced 16 water service lines, repaired 14 service line leaks, and five main line leaks in June 2022.



Staff continues to implement maintenance programs, which consist of ground valve exercising, blow-off flushing, air release valves, Cla-Val automatic control valves, and fire hydrant flushing and painting. There were 67 ground valves exercised, 31 fire hydrants flushed, zero air release valve inspected and rebuilt, zero Cla-Val valves inspected, and zero blow-offs flushed in June 2022.



A total of 29 work orders were processed in June 2022 using the CMMS program.

Staff installed eight new water service lines in June 2022.

Staff continues performing field fire flow tests for the Engineering Department. 11 fire flow tests were conducted in June 2022.

Staff has been making necessary adjustments in dealing with the current COVID-19 pandemic. Staff continues to keep good constant communication within the department, with other departments, and managers at the District.

### **Fleet and Facility Maintenance**

All District buildings continue to be cleaned and disinfected each week, Tuesday through Friday, by our janitorial company. Disinfection is completed four times a week and janitorial services are completed twice a week.

Building Maintenance: The gate controller at the Administration Building was replaced after being stolen. Pigeon spikes were installed under the carport at the Administration Building. The restroom faucet was replaced at the corporate yard.

Standby Generator Monthly Maintenance continues at the District. Staff found no issues during the monthly testing of standby generators. This testing ensures the generators are functioning correctly and ready to be used when needed.

The District continues to utilize Southern California Fleet Services for contract maintenance and repairs of District vehicles and equipment. Below is a listing of services provided in June 2022:

- Services were completed on Units 117, 385, and 393
- Battery was replaced on Units 400 and 401
- Annual waste tire inspection was completed by the County
- Leaky axle seal was repaired on Unit 324

### **Collections**

No Sanitary Sewer Overflows (SSOs) occurred in the collection system during June 2022. No problems occurred at the Dos Palmas Lift Station. The operators continued to visit the site each day to check proper pump operation, ensure the SCADA system is working properly, and check site security.



Staff completed 451 sewer line location requests. Staff continues to use iPads with the GeoViewer mobile application to streamline and manage line locations.

Staff inspected 10,306 feet of 8-inch mainline using the CCTV truck.

Collections staff assisted with the cleaning of the outfalls from Aeration Tanks 4 & 5, and headworks removing rags and debris as needed.

### Wastewater Treatment

Staff spent a combined 318-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest Wastewater Treatment Plants (WWTPs). Also, during this timeframe staff spent 186-man hours operating the sludge belt filter press, including filling and removing 18 trailers of sludge from the Horton and Desert Crest WWTPs.

Staff collected 39 samples and spent 58.5-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both wastewater treatment plants are producing an effluent that meets the District's discharge requirement.

Eight ponds were cleaned and rehabilitated in June 2022. Ponds 1, 2, 3, 4, 5, 6, 7, and 8 were all cleaned this month, and Ponds 1 and 6 were cleaned twice.

Horton WWTP Odor Control Project: The contractor, ATOM, completed what work they could while they are waiting for materials to come in to finish the project, including the grating/covers for the headworks.



A sinkhole developed near the headworks at the Desert Crest WWTP caused by a corroded pipe which fed influent to the headworks. Collections staff excavated the area to inspect and determined the entire pipe needed to be replaced. Tri-Star Contracting II, Inc. was contracted to perform an emergency repair on the mainline and replaced the existing pipe with a ductile iron pipe.



Staff continues to do a weekly “Wastewater Training” program within the department. These trainings are intended to get all the operators on the same page, so that staff is operating equipment more proficiently and are trained in doing so. This training is also to help keep operators safe when completing maintenance.

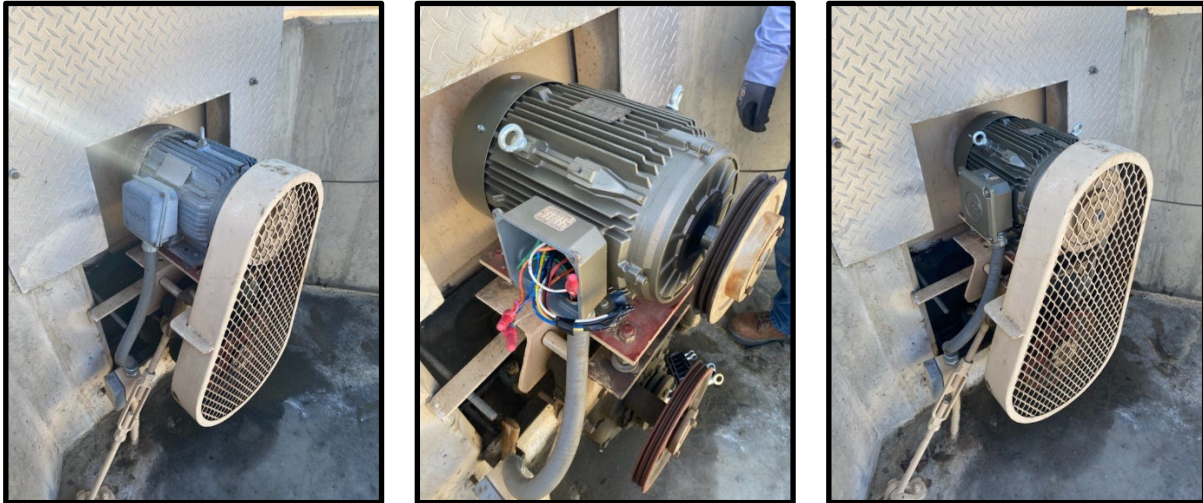
This month’s training included:

- Heat Safety
- RWRF Groundwater Sampling and Sounding
- Total Nitrogen Sampling
- NIST Traceable Certificates

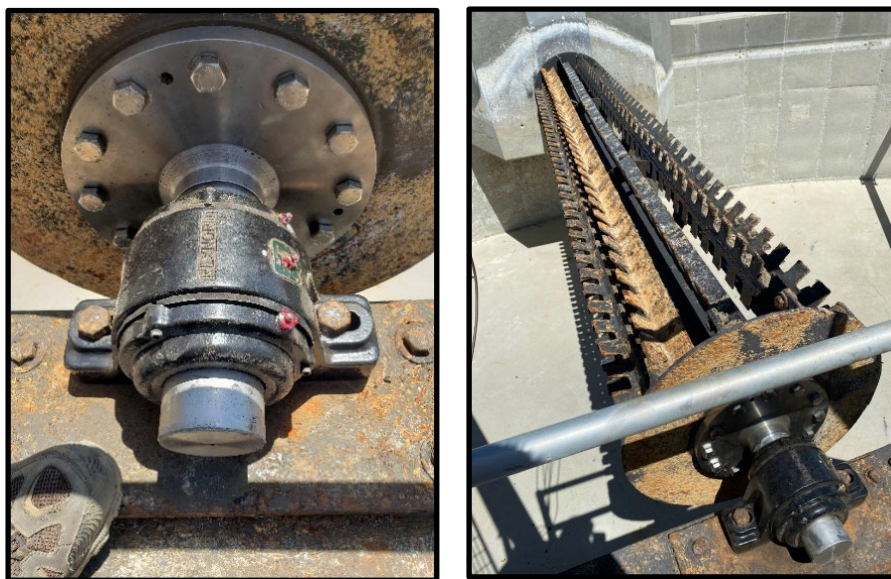


MSWD held a virtual site visit at the Desert Crest WWTP with the State Water Resources Control Board on June 15, 2022. The last site visit for the Desert Crest WWTP was in 2018.

At the Desert Crest WWTP, staff replaced the motor for the aerator brush in the east tank. The motor had started making unusual noises after a series of power outages that happened near the end of May 2022 and needed to be replaced before it failed.



At the Desert Crest WWTP, staff replaced the inner shaft and the bearing for the aerator located in the west tank that is currently offline. The shaft had to be re-fabricated due to the wear from the old bearing.





Staff submitted the confined space equipment for re-certification. Both the winch and fall arrest have been certified for use and any repairs that needed to be addressed on these items was corrected or replaced.



Through continued development 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 by month.

New Sanitary Service Connections to Collection System

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	8	7	9	51	2
Aug.	20	4	1	8	53	2
Sep.	20	5	2	12	8	11
Oct.	36	9	4	8	12	4
Nov.	29	50	10	9	7	7
Dec.	12	9	3	3	64	1
Jan.	14	21	7	1	16	8
Feb.	7	23	5	1	42	0
Mar.	17	48	1	0	23	5
Apr.	7	18	3	3	15	30
May	16	17	11	3	20	45
June	2	21	7	3	6	70
<b>Annual Total</b>	<b>198</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>	<b>185</b>

Additional sanitary service connection information is provided in Appendix B.

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

Monthly Wastewater Flows

<b>WASTEWATER FLOW MGD</b>				
2021/22	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.987088	2.104457	0.042128	0.058130
Aug.	2.059728	2.224424	0.052436	0.064940
Sep.	2.061448	2.234327	0.049729	0.066370
Oct.	2.081568	2.223453	0.046618	0.051660
Nov.	2.084749	2.213652	0.048180	0.053880
Dec.	2.024843	2.311905	0.051887	0.068500
Jan.	1.984410	2.131439	0.048326	0.054720
Feb.	2.009623	2.139096	0.045334	0.052130
Mar.	2.028970	2.171029	0.045059	0.055840
Apr.	1.980131	2.131250	0.041919	0.046130
May	1.975843	2.097045	0.039858	0.047940
June	1.966058	2.095268	0.037201	0.047720

Additional wastewater flow information is provided in Appendix B.

## Water Production

Staff collected 45 routine bacteriological (Bac-T) samples, six general physical samples, and uranium samples at Well 26A for analysis in June 2022. Staff works closely with the laboratory when changing sampling dates or taking grab Bac-T samples for any mainline shutdowns. The MSWD Monthly Coliform Monitoring Reports for June 2022 were sent out to the State Water Resources Control Board on July 7, 2022.



Staff monitors chlorine levels and makes sure that all wells have a sufficient level of chlorine. Weekly chlorine deliveries to all well sites continue and is typically done on Thursdays.

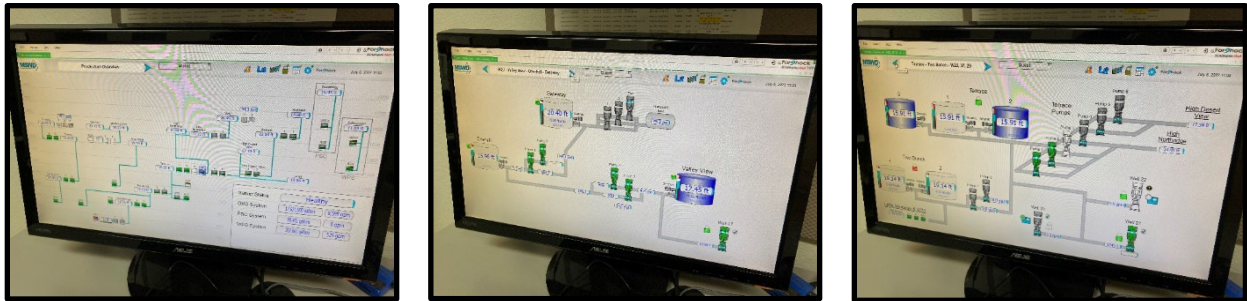
Staff continues to conduct routine chlorine pump maintenance and inspections at all well sites, making necessary adjustments to all chlorine pumps and/or their related equipment, ensuring proper operation and repairing/rebuilding as needed. All chlorinators were functioning properly in June 2022.



During daily pump run and site checks, staff monitors the system, and addresses site vandalism and water theft routinely. Staff continues to do a great job reporting and making repairs as needed.



SCADA Upgrade Project: Staff, along with our SCADA contractor Forshock, has completed the SCADA upgrade project with new software and some new hardware. All the SCADA screens have been improved to reflect new MSWD Production assets according to their elevation.



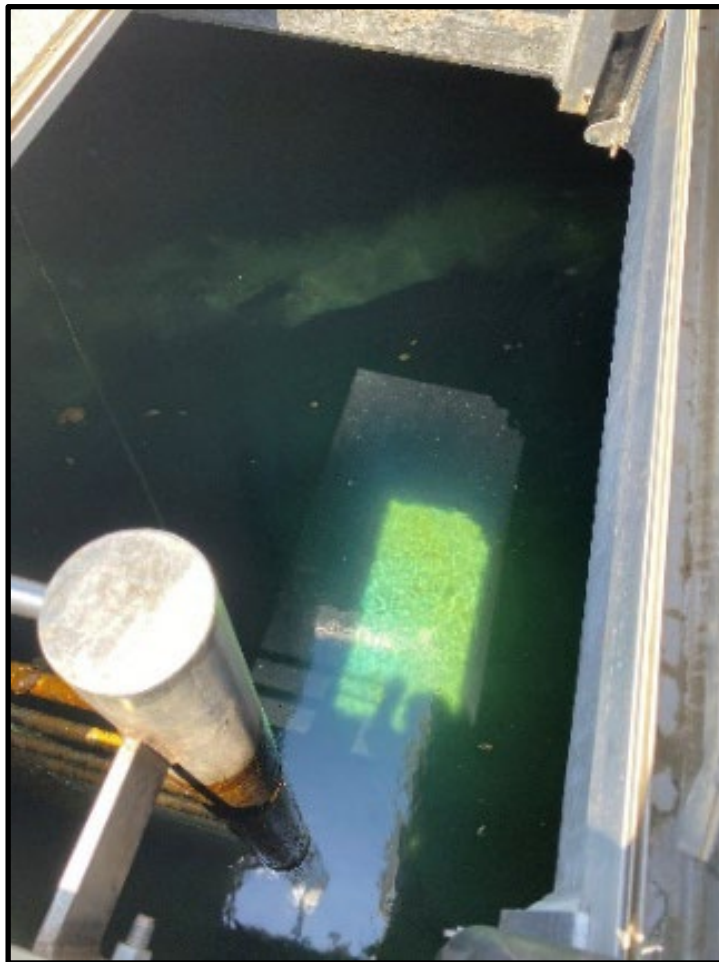
Staff continues to sound the groundwater levels for 13 production wells and nine monitoring wells. Staff usually strives to complete the soundings early in the month to be able to identify any abnormalities.



Staff continues to oversee all Production Department sites and make necessary changes. Staff routinely climbs reservoirs and conducts monthly overflow maintenance as needed. Staff also conducts reservoir roof inspections using a drone. The Quail reservoir was inspected in June 2022.



Staff performed a controlled overflow of the reservoir at Well 33 to help eliminate the buildup of turbine oil on the surface of the water. This was completed on June 14, 2022.





Staff continues to oversee the landscape contract for 36 sites throughout the District. Contractors continue to make the necessary repairs on our irrigation systems. Additionally, staff made some irrigation repairs at the Quail reservoir due to some damaged piping.

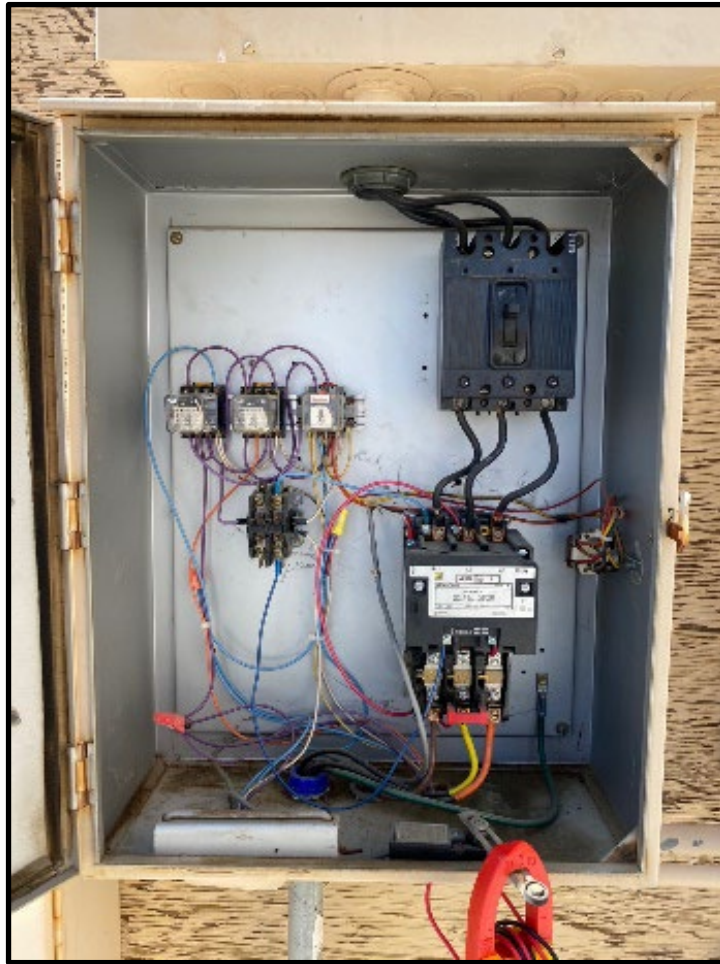


Staff performed fire pump testing at the Gateway Reservoir site at the end of June 2022. This test is performed monthly to ensure the fire pump is in good operating condition and works properly when required. This time, staff performed this test from the onsite 4-inch fire hydrant and ran the water into the adjacent drainage channel. This was to prevent the community from thinking that the District is wasting water.



Staff is currently working on the first phase of a multiphase rehabilitation project for Well 22. The well has been brushed, bailed, and swabbed during this initial phase. The well was video inspected on May 26, 2022 and staff is waiting on the findings of that inspection. This project is still underway as staff is reviewing proposals and acquiring more estimates.

Staff is working on making upgrades to the Low Northridge booster station. These upgrades will help protect the motors from future damages due to electrical spikes, surges, etc. Staff is currently looking into installing soft starters on these two pumps. This project is still underway.



Staff is beginning to implement thermal imaging on all the District's electrical panels, motors, and other pumping related equipment. Staff is hoping to begin trending the health of this equipment to identify future failures before they happen. Staff has created an inventory of all the electrical components and will begin conducting the thermal imaging in July 2022.

Staff responded to a power outage at Valley View Reservoir. Staff also found a damaged electrical component. The site is operational, but staff is still waiting for a final repair of this circuit breaker component.



The Terrace Booster Pump #3 has been pulled and is out for repair. This work should be completed in mid-July 2022.





Staff installed MSWD's first automatic Chlorine Analyzer at the Valley View Reservoir/Booster Station. This now reports chlorine residual levels to the SCADA system. Additional parts have been ordered to complete the installation of two more analyzers in the system.



All of the well sites in the ID-E area have been fitted with motion sensors to increase the security of the facilities and to protect the water supplies.



### Well 33 Solar Site

Staff continues to monitor the performance of the solar system. The June 2022 performance report showed that the system produced 238,809 kilowatt hours, which is within 80% of expected energy output.

Through continued development 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.

New Service Connections to the Water System

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	7	4	5	7	2
August	19	6	10	5	3	2
September	23	18	2	14	4	13
October	33	13	3	21	8	3
November	27	10	16	4	0	7
December	9	2	17	3	3	2
January	14	15	6	3	20	1
February	8	13	8	5	11	1
March	19	16	2	3	6	5
April	6	11	1	3	7	11
May	19	15	12	5	11	9
June	1	24	11	2	8	2
<b>Annual Total</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>	<b>58</b>
<b>Avg./ Mo.</b>	<b>16.33</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>	<b>4.83</b>

Additional water service connection information is provided in Appendix B.

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. The following table summarizes the MSWD water production for each month.

Monthly Water Production

	FY 2021/22	Variance from prior year		FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18
	AF	AF	%	AF	AF	AF	AF
July	796.57	-61.20	-7.1%	857.77	853.23	857.20	835.87
August	839.93	-45.38	-5.1%	885.31	795.18	806.47	829.93
September	738.65	-46.15	-5.9%	784.80	757.08	689.47	712.40
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86
November	679.85	-10.28	-1.5%	690.13	619.87	631.75	642.41
December	565.48	-22.84	-3.9%	588.32	537.23	502.16	584.24
January	580.28	42.32	7.9%	537.96	553.20	570.20	599.52
February	527.34	31.73	6.4%	495.61	520.85	415.49	512.79
March	601.44	-24.36	-3.9%	625.80	557.73	490.92	536.09
April	624.07	-25.27	-3.9%	649.34	573.02	635.08	644.06
May	745.36	21.74	3.0%	723.62	698.99	598.36	697.15
June	730.02	-31.61	-4.2%	761.63	806.02	710.39	688.74
<b>TOTAL</b>	<b>8094.17</b>	<b>-261.96</b>	<b>-3.1%</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>	<b>8017.06</b>

Additional water production information is provided in Appendix B.

## Water Resources

Below is a list of water resources related activities for June 2022:

### **Integrated Regional Water Management Planning**

The Coachella Valley Regional Water Management Group (CVRWVG) met to discuss on-going grant funded projects and upcoming grant opportunities. The CVRWVG implements the Integrated Regional Water Management (IRWM) Plan for the Coachella Valley IRWM Region.

MSWD completed and submitted its Annual Water Supply and Demand Assessment reporting. While the assessment identified no water shortage impacts for MSWD, it identified Water Shortage Contingency Plan Stage 1 and 2 actions for implementation to be consistent with State orders and Board action in June 2022.

The CVRWVG has completed the Call for Projects process under the Proposition 1, Round 2, IRWM Implementation grant program. The Project Partners voted to fund all six projects that applied for funding. The slate of projects includes regional conservation funding and MSWD's GQPP Area D-3 Septic to Sewer project.

### **Mission Creek Subbasin Sustainable Groundwater Management Act Compliance**

The public comment period for the 2022 Alternative Plan Update for the Mission Creek Subbasin is closed and no comments were received. The Plan is still with the California Department of Water Resources (DWR) for review, however, DWR doesn't anticipate completing reviews of alternative plans until 2024.

Staff continued to coordinate with the USGS and CVWD regarding the land subsidence study efforts for the Mission Creek Subbasin.

### **San Geronio Pass Subbasin Sustainable Groundwater Management Act Compliance**

DWR is currently reviewing the 2022 Groundwater Sustainability Plan for the San Geronio Pass Subbasin.

### **Indio Subbasin Sustainable Groundwater Management Act Compliance**

The public comment period for the 2022 Alternative Plan Update for the Indio Subbasin is closed and no comments were received. The Plan is still with the DWR for review, however, DWR doesn't anticipate completing reviews of alternative plans until 2024.

### Salt and Nutrient Management Planning

The Coachella Valley (CV) Salt and Nutrient Management Plan (SNMP) agencies have prepared the First Supplement to the MOU. Following Board approval in June 2022, MSWD executed the First Supplement to the MOU with the CV SNMP Agencies.

The consultant, West Yost, is scheduling a kick-off meeting for the CV SNMP Update in early August 2022.

Staff continues to coordinate with CVWD on the Technical Support Services grant application with DWR to construct monitoring wells within the Mission Creek and Desert Hot Springs Subbasins.





## PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

### Past Sponsorships / Events

#### **Desert Hot Springs Little League Closing Ceremony, June 11, 2022**

A special thank you to the Desert Hot Springs Little League for honoring MSWD with an appreciation award during their annual closing ceremony at Wardman Park. Shown right is Carol Morin, Office Specialist, who attended the event on behalf of MSWD along with Josie Rizzo from the Desert Hot Springs Women's Club, which was also honored.



### Upcoming Sponsorships / Events

#### **MSWD Blood Drive, July 13 and September 14, 2022**

MSWD will host the LifeStream bloodmobile on July 13 and September 14, 2022. All donations made during the July 13, 2022 event will be counted towards the 9-cities desert challenge. Watch your email or the District's social media for appointment information.

A promotional graphic for a blood drive challenge. On the left is a dark blue t-shirt with a logo that says 'I GAVE BLOOD FOR THE' at the top, a palm tree silhouette in the middle, and '9 CITIES Challenge' at the bottom. To the right of the t-shirt, the text reads: 'TENTH ANNUAL LIFESTREAM BLOOD BANK COACHELLA VALLEY NINE CITIES BLOOD DRIVE CHALLENGE'. Below this, a red banner contains the dates 'JUL 1 - AUG. 31, 2022'. Underneath the banner, it says 'ALL DONORS RECEIVE A SPECIAL EDITION, 9 CITIES T-SHIRT!'. At the bottom, a red bar lists the participating cities: 'CATHEDRAL CITY \* COACHELLA \* DESERT HOT SPRINGS INDIAN WELLS \* INDIO \* LA QUINTA PALM DESERT \* PALM SPRINGS \* RANCHO MIRAGE'. The background is yellow and orange with palm tree silhouettes.

*If any other events occur throughout the month, they will be communicated either from the Public Affairs team or Dori Petee.*

Public Outreach

Annual Water Quality Report

Customers began receiving MSWD's Annual Water Quality Report in their mailboxes in mid-June, 2022. The 12-page report highlighted programs and services offered by the District and important project updates. Required annually, the District continued to print and mail copies to each household. This year's report was accompanied by a special "how to read your water quality report video" published on the District's website and highlighted on social media. The report also featured QR codes for other videos posted by the District in the past year. In addition, a copy of the information in both English and Spanish is available on our website at www.mswd.org/ccr. Visually impactful, we have noticed an increase in conservation kit requests and other programs due to the publication.

2021 Water Quality Report cover page featuring a truck and the MSWD logo.

BUILDING FOR THE FUTURE Through Planning And Purposeful Decision Making letter from the General Manager.

WaterMatters GET WATERMATTERS WITH OUR NEW CUSTOMER PORTAL! Sign up today!

INVESTING IN WATER SUPPLY RELIABILITY Vital District Improvement Projects Bringing Value to Customers.

GROUNDWATER IS OUT OF SIGHT, BUT ON OUR MIND. The goal of the Groundwater Question Topics is to educate people.

PARTNERSHIPS SET THE STAGE FOR A STABLE WATER FUTURE. Supporting drought and supply resiliency. Managing groundwater together.

ABOUT YOUR DRINKING WATER QUALITY What is in My Drinking Water? Drinking Water Assessment. Chromium and Your Water.

TEAMING UP TO CONSERVE. DON'T FLUSH MONEY DOWN THE DRAIN! MSWD WATER WINS BIG AT INTERNATIONAL WATER TASTING.

ABOUT YOUR DRINKING WATER QUALITY Water Quality Standards. Information on Lead in Drinking Water.

2021 WATER SAMPLE RESULTS. Tables for UNDESIRABLE SUBSTANCES, LEAD, DISTRIBUTION SYSTEM, and DISTRIBUTION SYSTEM CHLORINE BACTERIA.

2021 WATER SAMPLE RESULTS. Tables for UNDESIRABLE SUBSTANCES, CHLORINE, and CHLORINE BACTERIA.

FINANCIAL ASSISTANCE IS AVAILABLE TO AVOID DISCONNECTIONS. HelpOthers. MSWD logo.



**Customer Connect Portal Outreach**

Staff has continued to promote the portal through bill messaging, email blasts, the MSWD website, social media, and public meetings.

As a result, 12% of eligible accounts have now signed up for the portal. Additional public outreach will take place throughout the summer of 2022.



**Regional Water Reclamation Facility Promotion: Joint Op-Ed with Valley Sanitation District & New Billboard**

To continue the public momentum gained after the groundbreaking ceremony, the District collaborated with Valley Sanitation to write an opinion piece that spelled out the need for such projects. This resulted in media coverage in the [Desert Sun](#), [ACWA](#), Special District news, and social media. We are also updating the MSWD billboard on Palm Drive to capture the project's ongoing progress.



**MSWD Digital Advertising**

The District featured three Google and Facebook/Instagram ads promoting Rebates, Drought Conservation, and our Customer Connect portal. The Customer Connect video performed well, with 3,649 views and 279 clicks. A full report is included in Appendix C.



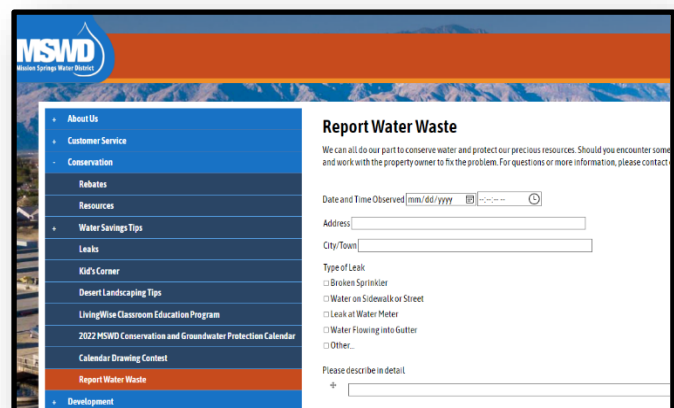
### Water 101 – Let's Talk Water!

The fourth and final Water 101 class was completed in June 2022. The informative meetings brought together many community leaders who wanted to learn more about water. During the June 2022 meeting, staff focused on rates and the financial processes of the District. At the end of the class, attendees posed for a group photo and enjoyed cake as they discussed the various topics covered. Again, participant feedback was positive, and additional courses are planned for Fall 2022 and Spring 2023.



### Drought / Water Conservation

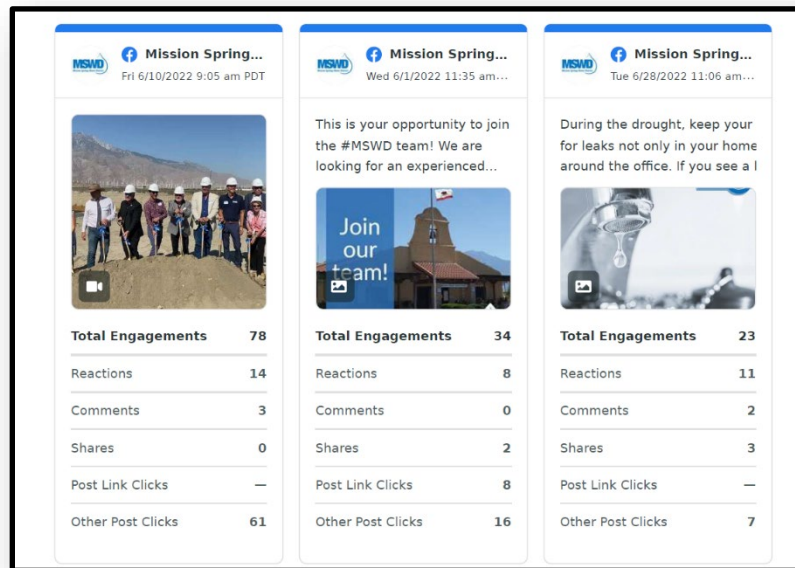
In support of the State's goals to reduce water usage, MSWD is leveraging its partnerships with CV Water Counts (local) and Save our Water (State) to promote water conservation as outlined in Stage 2 of the District's Water Shortage Conservation Plan. In addition to social media posts and bill messaging, we have added a new Water Waste reporting form to our website, and we already see an increase in reports. The Public Affairs and Customer Service teams are collaborating to ensure we have systems to track and monitor these reports. In addition, we are revamping our door hangers and public outreach materials to comply with the current drought restrictions.





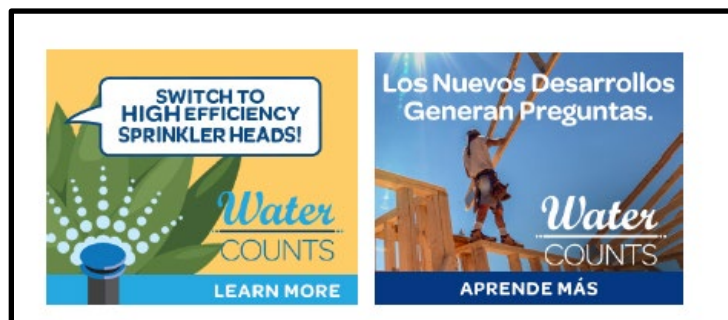
### Social Media

A copy of the June 2022 social media report can be found in Appendix C. This report highlights activities and posts on the District's social media platforms. Overall, (across all platforms) impressions were up 19.2%, with 239,034 impressions, and engagement was up 11.4%. Video from the groundbreaking of the Regional Water Reclamation Facility was our most popular post of the month.



### CV Water Counts

The CV Water Counts Outreach report for June 2022 can be found in Appendix C. There were nearly 4,000 pageviews on the website in June 2022. Although very good, visits were down about 13% from May 2022. The pages for conservation tips and the "Now More than Ever" were the two most viewed pages, thanks mainly to the digital marketing campaigns during the month. Spanish also continues to perform well. However, the Paid Search element of the Ad campaigns saw a reduction of impressions of about 14% during the month, likely due to part-time/second homeowners leaving for the summer and not searching locally for items such as rebates.



### Rebates & Conservation

The Public Affairs team continued to promote rebates and conservation throughout our service territory throughout the month.

#### **Toilet Rebates**

Staff did not fund any toilet rebates in June 2022. However, there are two pending rebates.

#### **Conservation Kits**

In June 2022, the District did not receive any requests for conservation kits. However, thanks to the mailing of the Annual Water Quality Report, there are more than 20 pending requests for conservation kits.

#### **Turf Rebates**

Staff has two pending turf rebates totaling \$5,100. One of these will be paid this month for \$2,900.



APPENDIX A –  
Federal Update from Carpi & Clay

# Mission Springs Water District Federal Update

July 1, 2022

## FY 2023 Appropriations Update

In June, the House Appropriations Committee began working on their twelve Fiscal Year (FY) 2023 appropriations bills. Below is a table demonstrating the top-line funding level for each bill:

<b><u>Appropriations Bill</u></b>	<b>FY22 Enacted Funding Level (in billions)</b>	<b>FY23 House Committee Funding Level (in billions)</b>
Agriculture	\$25.125	\$27.2
Commerce, Justice, Science	\$78.1	\$85.7
Defense	\$728.474	\$761.681
Energy and Water	\$52.875	\$56.275
Financial Services	\$25.5	\$29.8
Homeland Security	\$82.97	\$85.67
Interior and the Environment	\$38.0	\$44.8
Labor, HHS, Education	\$213.6	\$242.1
Legislative Branch	\$4.748	\$5.702
MilCon/VA	\$284.6	\$314.1
State/Foreign Ops	\$56.095	\$64.57
Transportation, Housing, and Urban Development	\$80.0	\$90.9

Additionally, the House Appropriations Committee [released the list](#) of Member community projects that were included in each of the bills. All twelve bills have now been passed by the full appropriations committee and are awaiting consideration on the House floor. To date, the Senate Appropriations Committee has yet to release a markup schedule for their FY23 appropriations bills. More information for FY 2023 appropriations can be found [HERE](#).

## Speaker Pelosi Extends Proxy Voting in the House until Mid-August

Speaker of the House Nancy Pelosi announced that proxy voting is extended until August 12<sup>th</sup> due to the ongoing COVID-19 pandemic. Under the 2021 House Rules, with notification from the House Sergeant at Arms in consultation with the Office of Attending Physician, the Speaker can extend the expiration date for the proxy voting provision by 60 days.



## Water Efficiency and Conservation Legislation Introduced in House and Senate

Senator Alex Padilla (D-CA) and Representative Jerry McNerney (D-CA) introduced the “*Water Efficiency, Conservation, and Sustainability Act of 2022*” ([S. 4279/H.R. 7847](#)). The legislation seeks to incentivize water-efficiency upgrades and establish programs to identify and repair leaks, especially in areas experiencing severe drought and in low-income communities. The bill would establish three new grant programs at the Environmental Protection Agency (EPA) and authorize each program for \$20-25 million annually for five years. The legislation is endorsed by the Alliance for Water Efficiency, the Natural Resources Defense Council, the International Association of Plumbing & Mechanical Officials, the Association of California Water Agencies, and the Association of Metropolitan Water Agencies.

## Army Corps of Engineers Modernization Efforts

The Assistant Secretary of the Army for Civil Works published a notice in the *Federal Register* that aims to modernize the Army Corps of Engineers (Corps) to identify ways to better serve the needs of Tribal Nations and other disadvantaged and underserved communities. The notice covers several topics including:

- Potential rulemaking on the Protection of Historic Properties
- Updating the Principles, Requirements, & Guidelines
- Seeking input on additional factors that should be considered for environmental justice
- Defining economically disadvantaged communities

To facilitate stakeholder dialogue, the Corps will hold a series of virtual meetings throughout July. The schedule of virtual meetings can be found [HERE](#), and the notice as published in the *Federal Register* can be found [HERE](#).

## Federal Funding Opportunities/Announcements

**EPA Announces \$6.5 Billion in New Funding for Water Infrastructure.** The Environmental Protection Agency (EPA) announced notices of funding availability (NOFA) for the agency’s WIFIA program and the State Infrastructure Financing Authority WIFIA (SWIFIA) program. The NOFA include \$5.5 billion for the WIFIA program and an additional \$1 billion for the SWIFIA program. More information can be found [HERE](#).

**EPA Announces EPA Announces New Drinking Water Health Advisories for PFAS Chemicals and \$1 Billion in BIL Funding for Health Protections.** EPA released four drinking water health advisories for per- and polyfluoroalkyl substances (PFAS) as part of the PFAS Strategic Roadmap. EPA also announced that it is inviting states and territories to apply for \$1 billion – the first of \$5 billion in BIL grant funding – to address PFAS and other emerging contaminants in drinking water. Interested states and territories must submit a letter of intent by August 15<sup>th</sup>. More information can be found [HERE](#).

**EPA Announces Webinar for BIL Funding Opportunities.** EPA announced it will hold a webinar on July 13<sup>th</sup> at 1:00 pm ET to discuss funding opportunities available in BIL. The registration link for the webinar can be found [HERE](#).

**Reclamation Announces \$25.5 Million in BIL Funding for Western Water Efficiency Projects.** The Bureau of Reclamation announced \$25.5 million in BIL funding for WaterSMART Water and Energy Efficiency Grants. The fourteen projects receiving funding will be used to help local communities improve water use efficiency. More information can be found [HERE](#).

**Reclamation Releases Desalination and Water Purification NOFO.** The Bureau of Reclamation released a NOFO for the Desalination and Water Purification Program. The program aims to develop innovative technologies to address cost, energy requirements, environmental impacts, efficiency, and effectiveness for desalination and water filtration processes. Applications are due by July 12<sup>th</sup> and more information on the NOFO can be found [HERE](#).

## Federal Agency Personnel/Regulatory Announcements

**White House Announces Global Water Security Action Plan.** The White House announced its Action Plan on Global Water Security aimed at protecting water resources and association ecosystems to support economic growth and resiliency. The plan includes three major areas:

- Data collection improvements focused on location-specific concerns and water security challenges for pre-disaster adaptations;
- Development and deployment modular energy-efficient, low carbon, low-cost technologies for electrified desalination and wastewater resource recovery; and
- Improvements in building capacity and resource monitoring to enable more accurate and reliable water resource forecasting.

More information can be found [HERE](#).

**White House Drought Resilience Interagency Working Group Releases One-Year Report.** The White House Drought Resilience Interagency Working Group, formed in 2021, released its one-year report that highlights accomplishments from FY 2021. The agencies participating in the Working Group include USDA, EPA, Interior, the Army Corps of Engineers, the National Oceanic Atmosphere Administration, and the Departments of Defense, Health and Human Services, and Homeland Security. The Working Group's report can be found [HERE](#).

**White House Releases Latest Unified Regulatory Agenda.** The White House Office of Information and Regulatory Affairs (OIRA) released the Biden Administration's latest Unified Regulatory Agenda. This agenda is a roadmap indicating the federal rules and regulations agencies will be targeting over the next six months. Of note, EPA is expected to consider the final rule on the revised definition of Waters of the United States by the end of 2022. More information can be found [HERE](#).

**EPA Announces CWA Section 401 Proposed Rule.** EPA announced a NPRM to update the regulations for water quality certification under Clean Water Act (CWA) Section 401. This proposed rule would strengthen the authority of states, territories, and Tribes to protect water resources while supporting a streamlined license and certification process. Comments are due by August 8<sup>th</sup>. More information can be found [HERE](#).

**Reclamation Solicits Public Feedback on Future Colorado River Operations.** The Bureau of Reclamation is seeking public comment regarding the future Colorado River operating provisions. The notice seeks specific input on how to foster meaningful participation by all stakeholders in preparation for beginning the National Environmental Policy Act (NEPA) process to develop post-2026 operating approaches for the Colorado River, and operating strategies to address post-2026. Reclamation is hosting two webinars to discuss its request for feedback: the first on July 12<sup>th</sup> and the second on July 14<sup>th</sup>. More information can be found [HERE](#).

## ## ##



APPENDIX B – Wastewater and Water Production Tables



### WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12
July	18	8	7	9	51	2	1	139	2	0	0
Aug.	20	4	1	8	53	2	4	214	4	0	2
Sep.	20	5	2	12	8	11	2	90	2	1	0
Oct.	36	9	4	8	12	4	21	65	8	2	1
Nov.	29	50	10	9	7	7	1	52	18	7	3
Dec.	12	9	3	3	64	1	0	86	22	11	2
Jan.	14	21	7	1	16	8	3	27	3	11	1
Feb.	7	23	5	1	42	0	3	5	46	6	1
Mar.	17	48	1	0	23	5	0	31	16	2	1
Apr.	7	18	3	3	15	30	0	8	95	14	3
May	16	17	11	3	20	45	7	13	98	3	2
June	2	21	7	3	6	70	4	4	72	2	0
<b>Annual Total</b>	<b>198</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>	<b>185</b>	<b>46</b>	<b>734</b>	<b>386</b>	<b>59</b>	<b>16</b>

Connections to Sewer Collection System:

As of June 30, 2021            8467

Plus YTD                                198

**Total Sewer Connections =    8665**

WASTEWATER FLOW MGD				
2021/22	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.987088	2.104457	0.042128	0.058130
Aug.	2.059728	2.224424	0.052436	0.064940
Sep.	2.061448	2.234327	0.049729	0.066370
Oct.	2.081568	2.223453	0.046618	0.051660
Nov.	2.084749	2.213652	0.048180	0.053880
Dec.	2.024843	2.311905	0.051887	0.068500
Jan.	1.984410	2.131439	0.048326	0.054720
Feb.	2.009623	2.139096	0.045334	0.052130
Mar.	2.028970	2.171029	0.045059	0.055840
Apr.	1.980131	2.131250	0.041919	0.046130
May	1.975843	2.097045	0.039858	0.047940
June	1.966058	2.095268	0.037201	0.047720

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	1.954528	2.151420	0.039293	0.046660
June	2.014604	2.110777	0.038634	0.047440

### WATER REPORT

WATER CONNECTION SUMMARY														
	2021/22	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
July	18	7	4	5	7	2	0	0	1	0	0	0	1	2
August	19	6	10	5	3	2	2	0	1	0	0	2	1	2
September	23	18	2	14	4	13	3	0	2	2	0	0	1	0
October	33	13	3	21	8	3	20	0	5	1	1	4	2	1
November	27	10	16	4	0	7	3	0	1	0	1	1	5	1
December	9	2	17	3	3	2	0	0	2	0	0	0	0	2
January	14	15	6	3	20	1	1	2	2	0	0	1	1	9
February	8	13	8	5	11	1	0	1	0	1	0	0	1	2
March	19	16	2	3	6	5	0	12	0	0	4	5	0	4
April	6	11	1	3	7	11	2	7	0	1	4	1	12	2
May	19	15	12	5	11	9	8	2	0	1	2	0	0	0
June	1	24	11	2	8	2	10	1	0	0	0	1	1	0
<b>Annual Total</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>	<b>58</b>	<b>49</b>	<b>25</b>	<b>14</b>	<b>6</b>	<b>12</b>	<b>15</b>	<b>25</b>	<b>25</b>
<b>Avg./ Mo.</b>	<b>16.33</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>	<b>4.83</b>	<b>4.08</b>	<b>2.08</b>	<b>1.17</b>	<b>0.50</b>	<b>1.00</b>	<b>1.25</b>	<b>2.08</b>	<b>2.08</b>

**Connections to Water System:**

As of June 30, 2021      13,141  
 Plus YTD                              196  
**Total Water Connections =      13,337**

WATER PRODUCTION														
	FY 2021/22	Variance from prior year		FY 2020/21	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
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	796.57	-61.20	-7.1%	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49	902.71
August	839.93	-45.38	-5.1%	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02	964.34
September	738.65	-46.15	-5.9%	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46	896.27
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71	701.93
November	679.85	-10.28	-1.5%	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77	709.98
December	565.48	-22.84	-3.9%	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27	548.09
January	580.28	42.32	7.9%	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19	545.04
February	527.34	31.73	6.4%	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24	486.57
March	601.44	-24.36	-3.9%	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70	575.84
April	624.07	-25.27	-3.9%	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93	626.37
May	745.36	21.74	3.0%	723.62	698.99	598.36	697.15	731.81	601.83	590.28	708.18	786.79	763.12	758.58
June	730.02	-31.61	-4.2%	761.63	806.02	710.39	688.74	732.68	685.93	706.34	812.96	780.86	794.00	839.98
<b>TOTAL</b>	<b>8094.17</b>	<b>-261.96</b>	<b>-3.1%</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>	<b>8017.06</b>	<b>7476.47</b>	<b>6,903.75</b>	<b>7,798.69</b>	<b>8,385.66</b>	<b>8,458.99</b>	<b>8,607.90</b>	<b>8,555.70</b>



APPENDIX C – Public Affairs Information



# CVWC Digital Marketing Report

Website, Social, and Marketing Performance

**June, 2022**

by Hunter | Johnsen

## Google Ads Campaigns

 **DISPLAY AD IMPRESSIONS**  
CV WATER COUNTS

92,820

 **SEARCH AD IMPRESSIONS**  
CV WATER COUNTS

1,658

 **VIDEO IMPRESSIONS**  
CV WATER COUNTS

64,079

 **CLICKS**  
CV WATER COUNTS

1,419


 **CTR**  
CV WATER COUNTS

0.89%

 **GOOGLE PROGRAMMATIC DISPLAY AD CAMPAIGN PERFORMANCE**  
CV WATER COUNTS

Campaign	Clicks	Impr.
CV Water Counts June 2022	639	65,001
Water Yard	400	37,446
Now More than Ever	239	27,555
CV Water Counts June 2022 SPANISH	427	27,819
Water Your Yard (Spanish)	234	14,716
Now More Than Ever (Spanish)	193	13,103
	1,066	92,820



 **GOOGLE YOUTUBE VIDEO AD CAMPAIGN PERFORMANCE**  
CV WATER COUNTS

Account name	Impr.	Engagements	Video views	Clicks
CV Water Counts	64,079	18,510	8,690	111
CVWC Water Saving Tips YouTube Spanish June 2022	29,620	10,154	4,803	44
CVWC Water Saving Tips English YouTube June 2022	34,459	8,356	3,887	67
	64,079	18,510	8,690	111



### GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE

CV WATER COUNTS

Campaign	Clicks	Impr.
CVWC Search Campaign 2022	242	1,658
	242	1,658

### KEYWORDS PERFORMANCE


CV WATER COUNTS

Account name	Clicks	Impr.	CTR
CV Water Counts	217	1,488	14.58%
water rebates	79	303	26.07%
water agency	63	651	9.68%
water company	26	258	10.08%
grass removal rebate	19	77	24.68%
toilet rebate	8	22	36.36%
turf rebate programs	6	39	15.38%
save water	5	19	26.32%
washing machine rebate	5	41	12.2%
ways to conserve water	4	26	15.38%
water preservation	2	52	3.85%
	217	1,512	14.35%



# Facebook Ad Campaigns

**FACEBOOK AD PERFORMANCE**  
HUNTER JOHNSEN

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>Tips to Save Water</b> cvwatercounts.com</p> <p>Did you know there are more than 100 ways to save water? And some of them are really easy.</p> <p>Learn more water saving tips by clicking the link.</p>	227	41,540	15,344	2.71	329
	227	41,540	15,344	2.71	329

# Website Information

**PAGEVIEWS**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

**3,959**

**NEW VISITOR**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

**2,092**

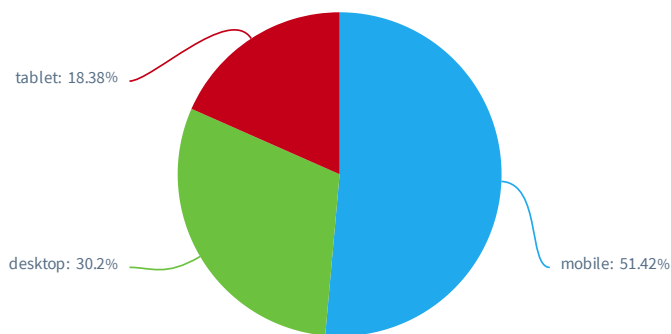
**RETURNING USERS**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

**436**

**PAGEVIEWS**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

Page path	Pageviews
/conservation-tips/	1,009
/now-more-than-ever-every-drop-counts/	576
/	372
/water-map/	255
/rebates/	222
/plant-of-the-month-trailing-lantana-lantana-montevideensis/	119
/plant-of-the-month-red-yucca-hesperaloe-parviflora/	105
/drought-irrigation-guide/	80
/two-dozens-vegetables-to-plant-by-mid-october-in-palm-springs-and-the-coachella-valley/	65
/plant-of-the-month-cleveland-sage-chaparral-sage-salvia-clevelandii/	64
	<b>3,959</b>

**SESSIONS / DEVICE CATEGORY**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS



**PAGES / SESSION**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

**1.35**

**AVG. SESSION DURATION**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

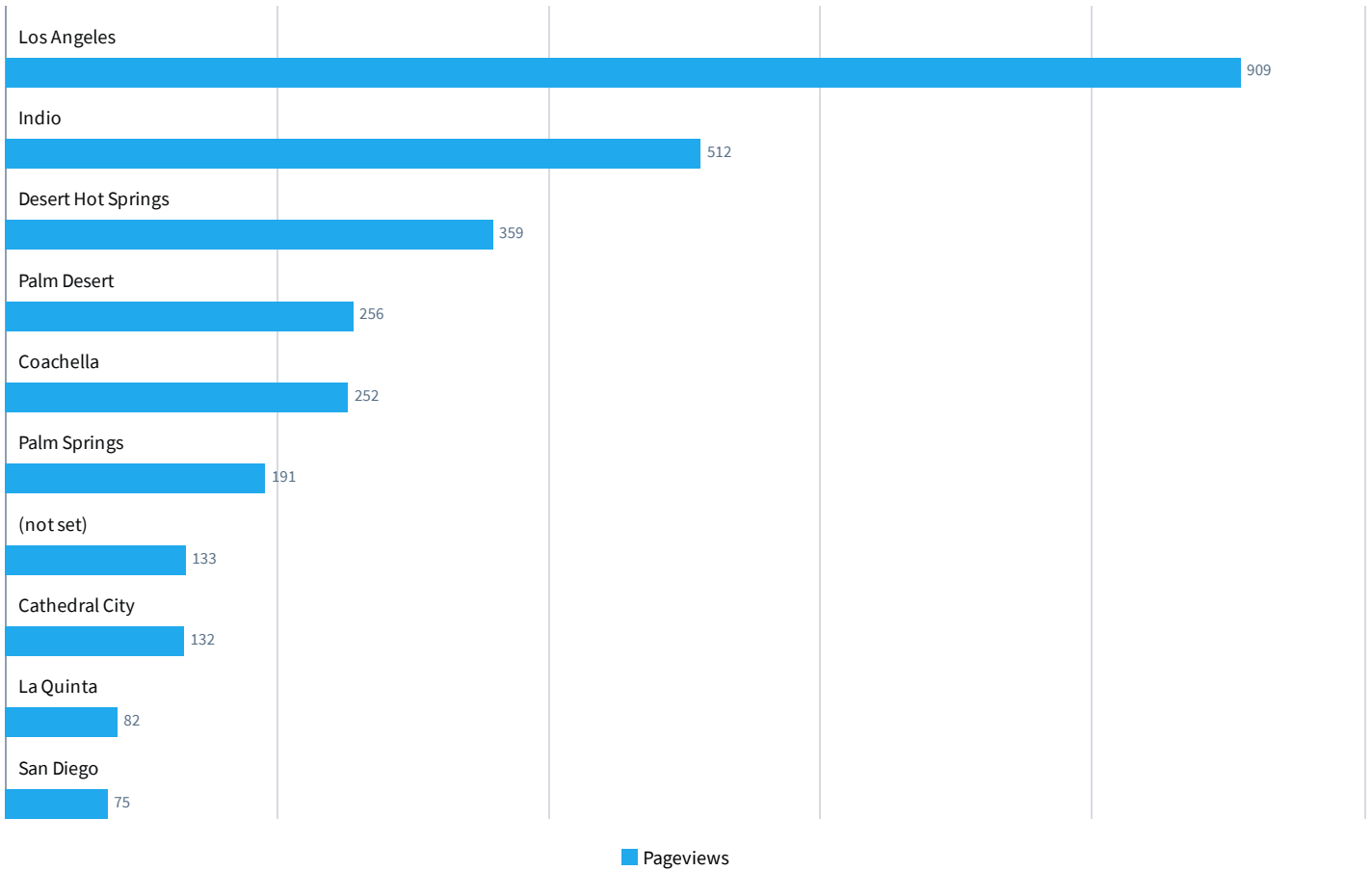
**50s**

**BOUNCE RATE**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

**83.64%**

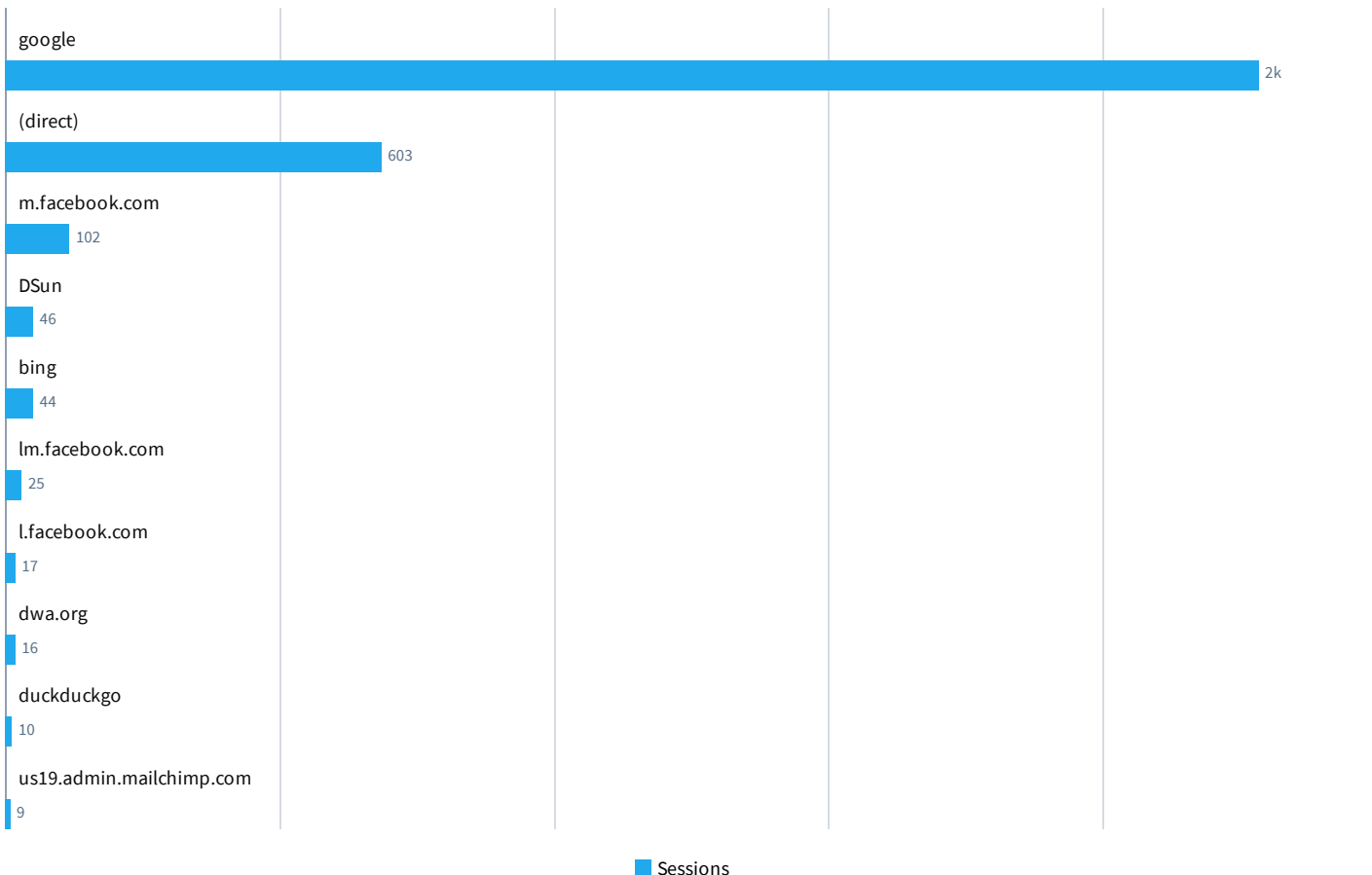
Item 18.

**PAGEVIEWS BY CITY**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS



Item 18.

**USER REFERRERS**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS



**HISTORY**  
PAST 13 MONTH: CV WATER - CV WATER COUNTS - CV WATER COUNTS

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
June 2022	2,927	2,203	3,959	1.35	50s	83.64%	71.47%
May 2022	3,491	2,715	5,002	1.43	46s	71.7%	68.81%
April 2022	3,383	2,545	5,096	1.51	36s	63.38%	71.5%
March 2022	2,476	1,859	3,453	1.39	42s	83.04%	69.55%
February 2022	2,654	1,912	3,625	1.37	44s	81.2%	67.48%
January 2022	8,388	6,410	10,465	1.25	43s	86.27%	74.61%
December 2021	5,138	4,105	6,353	1.24	37s	87.5%	77.29%
November 2021	6,014	4,869	7,628	1.27	34s	86.51%	79.12%
October 2021	2,133	1,588	2,825	1.32	37s	84.2%	70.46%
September 2021	2,035	1,501	2,791	1.37	49s	83.59%	70.37%
August 2021	2,090	1,439	2,877	1.38	56s	82.82%	65.17%
July 2021	2,278	1,553	3,216	1.41	56s	83.01%	63.48%
June 2021	2,354	1,575	3,103	1.32	44s	83.56%	62.7%
<b>Total</b>	<b>45,361</b>	<b>32,794</b>	<b>60,393</b>	<b>1.33</b>	<b>43s</b>	<b>82.29%</b>	<b>71.94%</b>

# Organic Search

## TOP KEYWORDS CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
lake cahuilla	2,646	0	0%	4.74
salvia clevelandii	1,284	2	0.16%	1.9
trailing lantana	1,146	5	0.44%	13.92
lantana ground cover	811	8	0.99%	2.73
palm desert	487	0	0%	5.93
water pledge	487	0	0%	7.21
lantana montevidensis	469	0	0%	12.58
conserve water	433	0	0%	4.82
cv water	347	3	0.86%	5.85
hesperaloe parviflora	321	0	0%	13.19
	8,431	18	0.21%	7.29

## TOP PAGES CVWATERCOUNTS.COM/

Page	Impr.	Clicks	CTR	Avg. position
<a href="https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevidensis/">https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevidensis/</a>	4,345	42	0.97%	14.86
<a href="https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/">https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/</a>	3,591	2	0.06%	6.51
<a href="https://cvwatercounts.com/plant-of-the-month-cleveland-sage-chaparral-sage-salvia-clevelandii/">https://cvwatercounts.com/plant-of-the-month-cleveland-sage-chaparral-sage-salvia-clevelandii/</a>	2,110	6	0.28%	4.46
<a href="https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/">https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/</a>	1,539	2	0.13%	4.67
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	1,515	5	0.33%	3.77
<a href="https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf">https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf</a>	1,425	43	3.02%	23.22
<a href="https://cvwatercounts.com/where-does-the-coachella-valley-water-come-from/">https://cvwatercounts.com/where-does-the-coachella-valley-water-come-from/</a>	922	8	0.87%	19.96
<a href="https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/">https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/</a>	886	1	0.11%	43.78
<a href="https://cvwatercounts.com/sunday-june-5-is-world-environment-day/">https://cvwatercounts.com/sunday-june-5-is-world-environment-day/</a>	829	0	0%	5.61
<a href="https://cvwatercounts.com/plant-of-the-month-red-yucca-hesperaloe-parviflora/">https://cvwatercounts.com/plant-of-the-month-red-yucca-hesperaloe-parviflora/</a>	775	1	0.13%	32.78
	17,937	110	0.61%	15.96

# Facebook Information

**f** IMPRESSIONS  
CV WATER COUNTS

42,706

**f** REACH  
CV WATER COUNTS

15,298

**f** NEW PAGE LIKES  
CV WATER COUNTS

6

**f** ENGAGED USERS  
CV WATER COUNTS

455


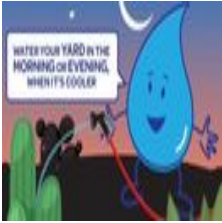


**f** PAGE VIEWS  
CV WATER COUNTS

59

**f** LIFETIME PAGE LIKES  
CV WATER COUNTS







3,970

**f** POSTS  
CV WATER COUNTS

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p><a href="#">Learn how to use your ...</a></p>	June 29, 2022	89	1	1%	0	1
 <p><a href="#">Water your yard in the ...</a></p>	June 27, 2022	51	1	2%	1	0
 <p><a href="#">Coachella Water Autho...</a></p>	June 24, 2022	39	5	13%	4	0
 <p><a href="#">Wash your pets outdo...</a></p>	June 23, 2022	75	3	4%	3	0
		909	31	3%	26	2









Item 18.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>If you or someone you...</p>	June 20, 2022	31	2	6%	2	0
 <p>How much and how o...</p>	June 18, 2022	47	3	6%	2	0
 <p>Use a hose nozzle or t...</p>	June 16, 2022	51	1	2%	1	0
 <p>Do you know who you...</p>	June 13, 2022	46	1	2%	1	0
 <p>Tree Bear Grass, or Nol...</p>	June 10, 2022	47	1	2%	1	0
 <p>Dishwashers typically ...</p>	June 9, 2022	67	1	1%	1	0

909 31 3% 26 2

145

Item 18.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Today is World Oceans ...</p>	June 7, 2022	107	2	2%	2	0
 <p>World Environment Da...</p>	June 5, 2022	27	1	4%	1	0
 <p>California is experienci...</p>	June 3, 2022	31	2	6%	2	1
 <p>June is National Rivers...</p>	June 2, 2022	86	4	5%	2	0
 <p>Make sure your swimm...</p>	June 2, 2022	48	1	2%	1	0
 <p>CV Water Counts upda...</p>	June 2, 2022	67	2	3%	2	0
		909	31	3%	26	2

# Instagram Information

 **IMPRESSIONS**  
CV WATER COUNTS

316

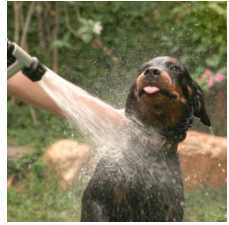


 **LIKES**  
CV WATER COUNTS

4

 **FOLLOWERS (TOTAL)**  
CV WATER COUNTS

225

 **MEDIA PERFORMANCE**  
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
 <a href="#">Wash your pets outdo...</a>	22	1	19	0	0
 <a href="#">Do you know who you...</a>	22	2	18	0	0
 <a href="#">Water your yard in the ...</a>	11	1	11	0	0
	55	4	48	0	0

# Twitter Information

Jun 2022 · 30 days

## TWEET HIGHLIGHTS

**Top Tweet** earned 183 impressions

Water your yard in the morning or evening, when it's cooler.

[pic.twitter.com/etU00t2W4U](https://pic.twitter.com/etU00t2W4U)



3 4

[View Tweet activity](#)

[View all Tweet activity](#)

**Top Follower** followed by 608 people



**The Palm Springs Post**

@palmspringspost FOLLOWS YOU

"Woke social fools." -- Carol, a new subscriber

[View profile](#)

**Top media Tweet** earned 65 impressions

June is National Rivers Month. The U.S. is home to about 2.9 million miles of river, and we need to make sure we protect them.

To find out what you can do to protect water quality, visit [neefusa.org/nature/water/c...](https://neefusa.org/nature/water/c...)

[pic.twitter.com/z4DKIP03Qu](https://pic.twitter.com/z4DKIP03Qu)



4

[View Tweet activity](#)

[View all Tweet activity](#)

## JUN 2022 SUMMARY

Tweets **15** Tweet Impressions **851**

Profile visits **350** Mentions **2**

New followers **0**

# 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 March June 2022	Wednesday, June 1, 2022 5:15 PM	513	481	54.19%	15.87%	91	8.77%	0.77%	1	1
		513	481	54.19%	15.87%	91	8.77%	0.77%	1	1



# MSWD Digital Marketing and Website Report

Website, Social, and Marketing Performance

**June, 2022**

Casey Dolan

**Casey Dolan Consulting**

# Google Ads Campaigns

 **IMPRESSIONS**  
MSWD

117,033

 **CLICKS**  
MSWD


739

 **CTR**  
MSWD

0.63%

 **GOOGLE ADS CAMPAIGN PERFORMANCE**  
MSWD

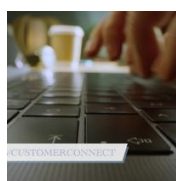
Campaign	Impr.	Clicks	CTR
MSWD Fight Drought June 2022	63,178	431	0.68%
MSWD CustomerConnect Video June 2022	24,882	279	1.12%
MSWD Save June, 2022	28,948	29	0.1%
MSWD Save Water June 2022	25	0	0%
	117,033	739	0.63%

 **VIDEO PERFORMANCE**  
MSWD

Video	Video views	View rate	Clicks	Video played to 100%	Video played to 75%	Video played to 50%	Video played to 25%
MSWD Customer Connect Water Portal Preview	3,649	14.67%	279	16.97%	22.04%	27.73%	44.44%
	3,649	14.67%	279	16.97%	22.04%	27.73%	44.44%

# Facebook Ad Campaigns

 **FACEBOOK AD GROUP PERFORMANCE**  
MSWD

Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
	MSWD Customer Connect Water Portal Video - June 2022	59	9,632	2,403	4.01	0



**MSWD CustomerConnect**  
Our CustomerConnect water portal provides a wealth of information and insights about your water use.


It's now easier than ever to pay bills and manage automatic payments; set and receive leak alerts; identify water waste; access account information instantly - from anywhere; and more.

130 232,866 64,816 3.59 0



Item 18.

Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
 <p><b>FIGHT THE DROUGHT</b> CLICK HERE LEARN HOW YOU CAN HELP OUT</p> <p><b>MSWD - Water Conservation Measures</b> www.mswd.org In recognition of the ongoing California drought, Mission Springs Water District approved the implementation of Level 2 demand reduction actions.</p> <p>Click to learn more about the District's Water Shortage Contingency Plan.</p>	MSWD Drought - June 2022	42	114,203	41,400	2.76	0
 <p><b>Save Water &amp; Money</b> Learn how to cash in on our water rebate programs</p> <p><b>MSWD - Rebates Available</b> www.mswd.org Our rebate programs are designed to assist homeowners, HOAs, and commercial customers who want to reduce their indoor and outdoor water usage.</p> <p>MSWD is offering incentives to upgrade or replace ineffective toilets and to reduce outdoor water usage by converting lawns to desert-friendly landscaping.</p> <p>Click to learn more.</p>	MSWD Save Money - June 2022	29	109,031	37,432	2.91	0
		130	232,866	64,816	3.59	0

 **VIDEO PERFORMANCE**  
MSWD

Campaign	Video Plays	Video Plays at 25%	Video Plays at 50%	Video Plays at 75%	Video Plays at 100%	Video Average Play Time	Link Clicks
MSWD Customer Connect Water Portal Video - June 2022	9,510	7,610	1,134	20	18	13s	59
MSWD Save Money - June 2022	0	0	0	0	0	0s	29
MSWD Drought - June 2022	0	0	0	0	0	0s	42
	9,510	7,610	1,134	20	18	13s	130

# Website Information

**PAGEVIEWS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

26,392

**NEW VISITOR**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

5,403

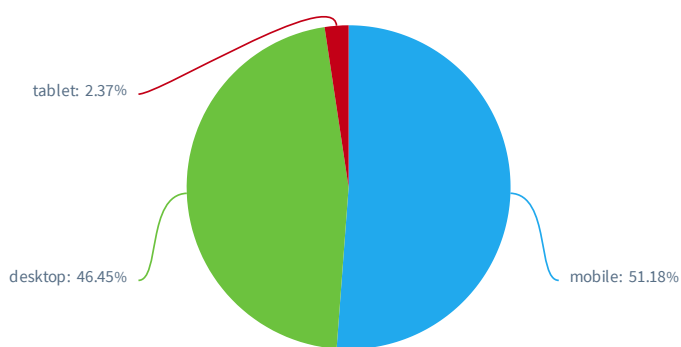
**USERS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2,570

**PAGEVIEWS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

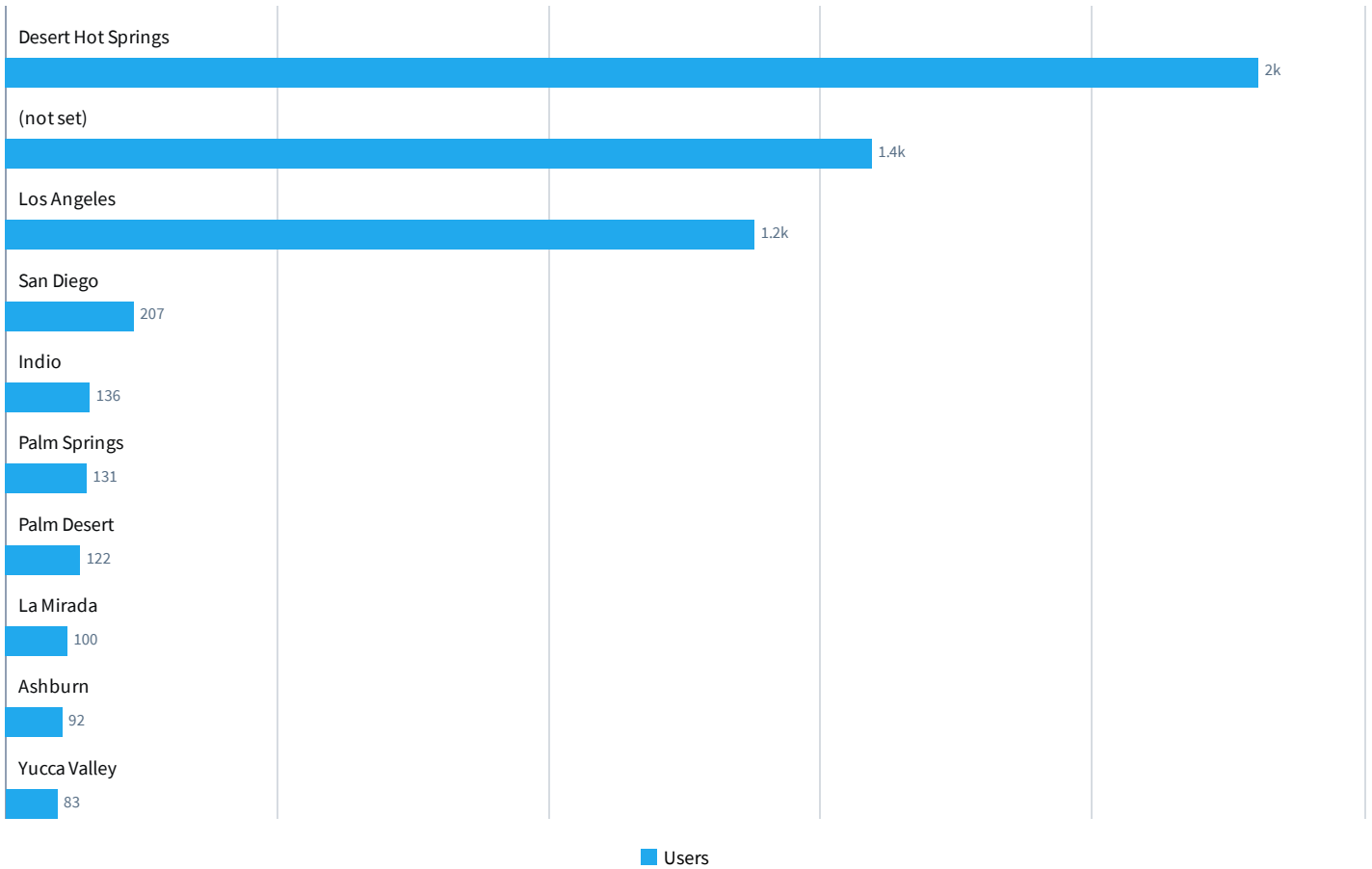
Page Title	Pageviews
Mission Springs Water District Home Page   Mission Springs Water District CA	7,636
New Customer Portal   Mission Springs Water District CA	6,602
Bill Pay Options   Mission Springs Water District CA	2,034
Job Opportunities   Mission Springs Water District CA	949
MSWD Adopts Additional Water Conservation Measures   Mission Springs Water District CA	837
Application for Water Service   Mission Springs Water District CA	580
Careers   Mission Springs Water District CA	544
Search   Mission Springs Water District CA	497
Start/Stop Water Service   Mission Springs Water District CA	466
Upcoming Meetings   Mission Springs Water District CA	451
	26,392

**SESSIONS / DEVICE CATEGORY**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



Item 18.

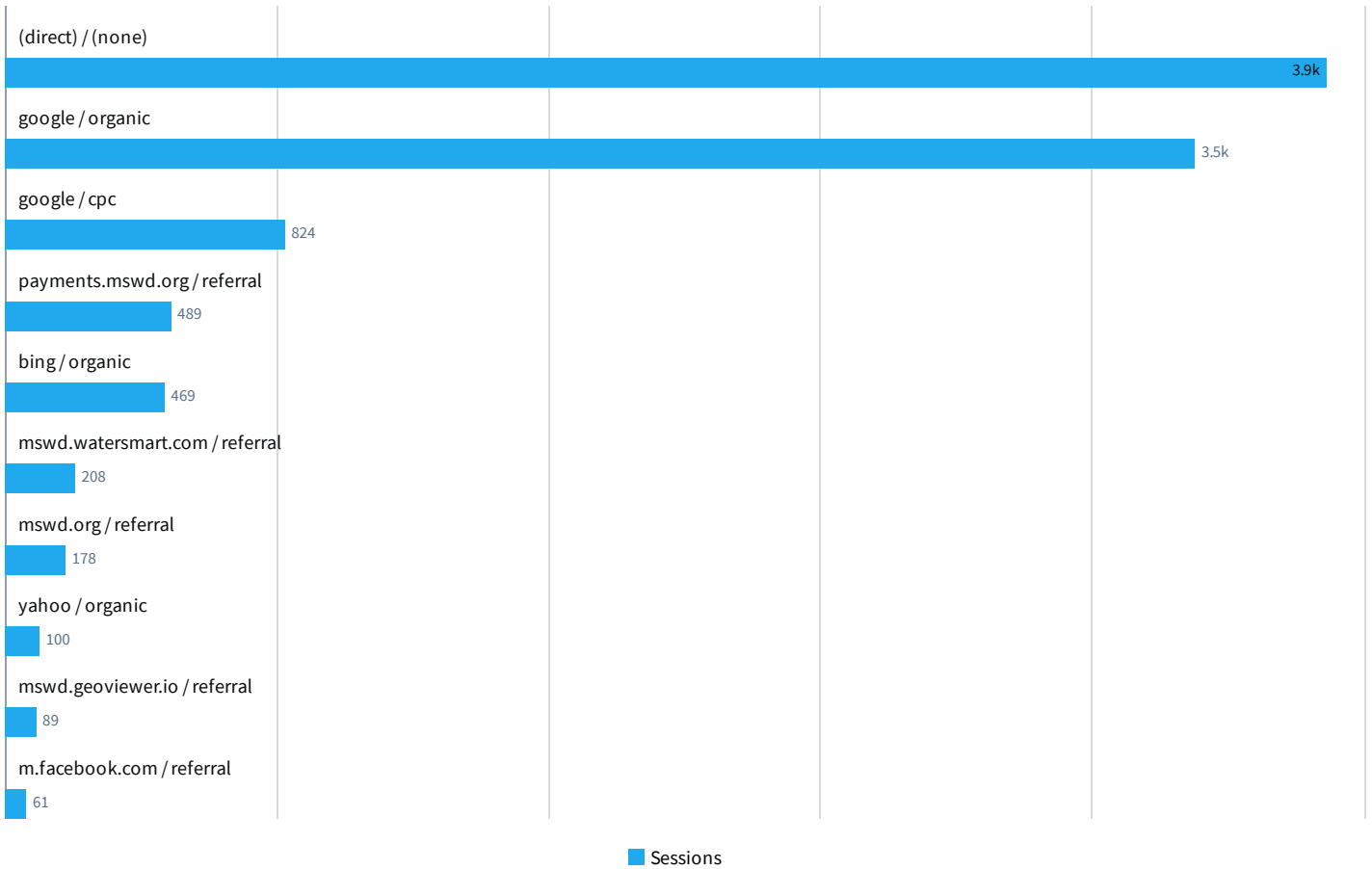
**USERS BY CITY**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



Item 18.

### USER REFERRERS

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



### AVG. SESSION DURATION

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

1m 55s

### PAGES / SESSION

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2.6

### BOUNCE RATE

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

30.89%



# MSWD Social Analytics

June 2022

Mission Springs Water District Social Media Analytics

**Included in this Report**

 @MSWaterDistrict

 missionspringswaterdistrict

 Mission Springs Water District

 Mission Springs Water District

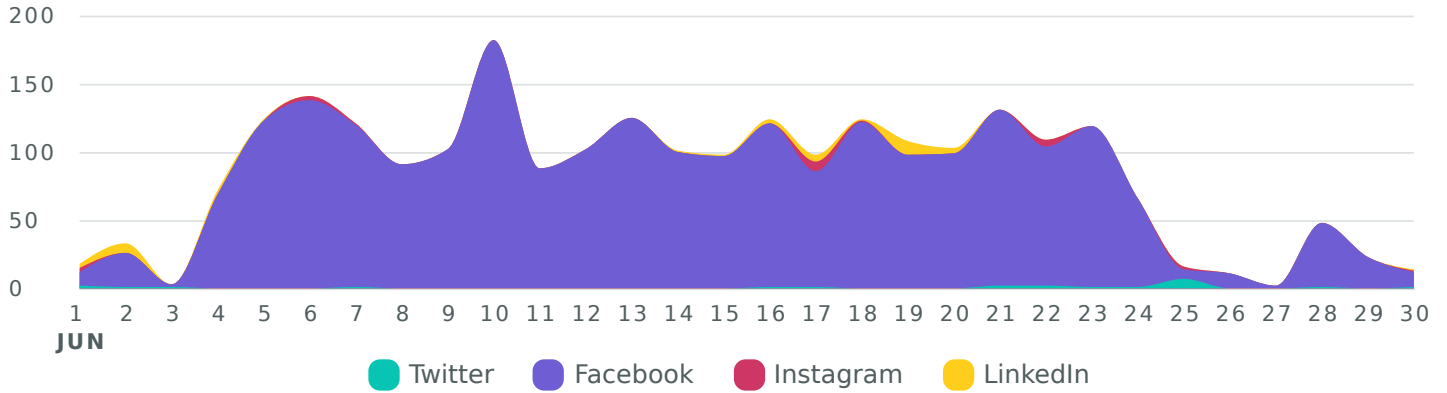


## Cross-Network Engagement

See how people are engaging with your posts during the reporting period.

Profile
Reporting Period
All Profiles
All Twitter Post Types

Engagements, by Day



Engagement Metrics	Totals	% Change
<b>Total Engagements</b>	<b>2,497</b>	<b>↗ 11.4%</b>
Twitter Engagements	22	↗ 29.4%
Facebook Engagements	2,412	↗ 11.8%
Instagram Engagements	23	↘ 51.1%
LinkedIn Engagements	40	↗ 110.5%
<b>Engagement Rate (per Impression)</b>	<b>1.0%</b>	<b>↘ 6.5%</b>

### Cross-Network Performance Summary

View your key profile performance metrics from the reporting period.

- Profile
- Reporting Period
- All Profiles
- All Twitter Post Types

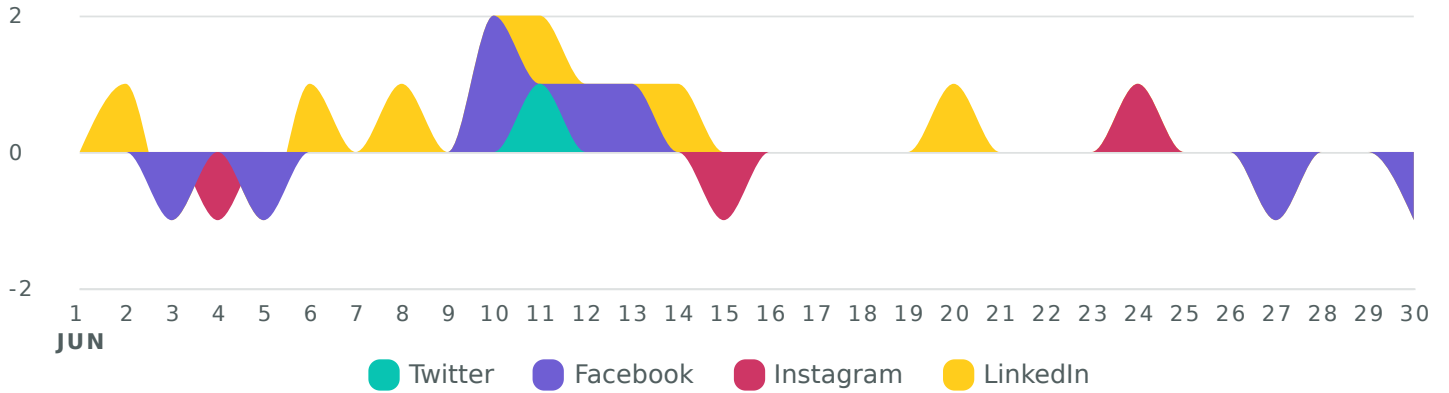
Impressions <b>239,034</b> ↗19.2%	Engagements <b>2,497</b> ↗11.4%	Post Link Clicks <b>160</b> ↘57%
--------------------------------------	------------------------------------	-------------------------------------

## Cross-Network Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
All Profiles
All Twitter Post Types

Net Audience Growth, by Day



Audience Metrics	Totals	% Change
<b>Total Audience</b>	<b>1,549</b>	<b>↗ 0.4%</b>
<b>Total Net Audience Growth</b>	<b>8</b>	<b>↘ 11.1%</b>
Twitter Net Follower Growth	1	↘ 50%
Facebook Net Page Likes	1	↗ —
Instagram Net Follower Growth	-1	↘ 125%
LinkedIn Net Follower Growth	7	↗ 133.3%

## FACEBOOK

### Facebook Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  Mission Springs Water District

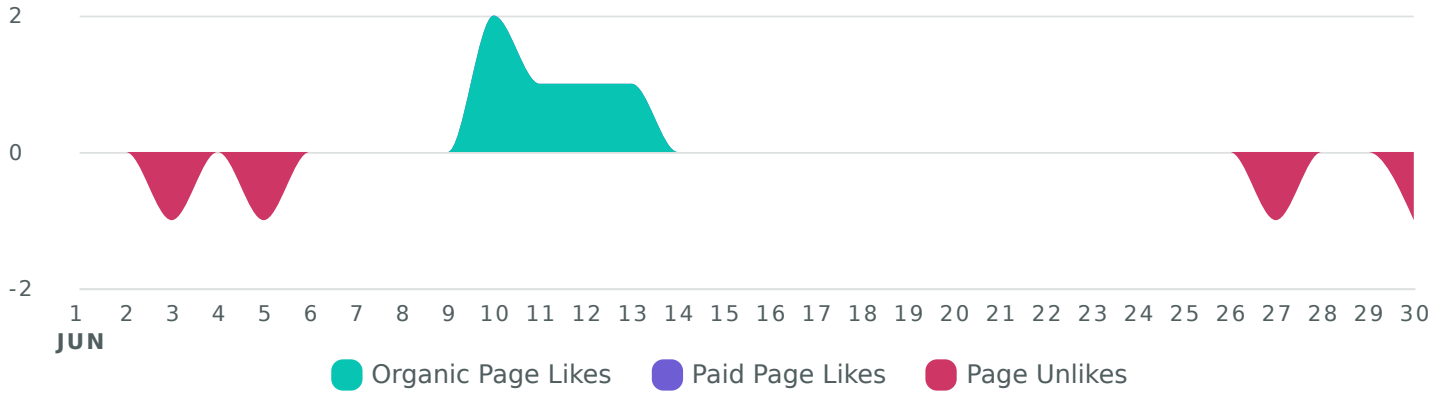
Impressions <b>238,114</b> ↗21.3%	Engagements <b>2,412</b> ↗11.8%	Post Link Clicks <b>147</b> ↘58.9%
--------------------------------------	------------------------------------	---------------------------------------

### Facebook Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
Mission Springs Water District

Net Page Likes Breakdown, by Day




Audience Metrics	Totals	% Change
<b>Fans</b>	<b>1,139</b>	<b>↘0.1%</b>
<b>Net Page Likes</b>	<b>1</b>	<b>↗—</b>
Organic Page Likes	5	↗150%
Paid Page Likes	0	→0%
Page Unlikes	4	↗100%

### Facebook Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.


📌 Post
📌 Lifetime
📌 Mission Springs Water District

Descending by Lifetime Engagements




**Mission Spring...**

Fri 6/10/2022 9:05 am PDT




<b>Total Engagements</b>	<b>78</b>
Reactions	<b>14</b>
Comments	<b>3</b>
Shares	<b>0</b>
Post Link Clicks	<b>—</b>
Other Post Clicks	<b>61</b>



**Mission Spring...**

Wed 6/1/2022 11:35 am...

This is your opportunity to join the #MSWD team! We are looking for an experienced...




<b>Total Engagements</b>	<b>34</b>
Reactions	<b>8</b>
Comments	<b>0</b>
Shares	<b>2</b>
Post Link Clicks	<b>8</b>
Other Post Clicks	<b>16</b>



**Mission Spring...**

Tue 6/28/2022 11:06 am...

During the drought, keep your for leaks not only in your home around the office. If you see a l





<b>Total Engagements</b>	<b>23</b>
Reactions	<b>11</b>
Comments	<b>2</b>
Shares	<b>3</b>
Post Link Clicks	<b>—</b>
Other Post Clicks	<b>7</b>

### INSTAGRAM



### Instagram Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  missionspringswaterdistrict

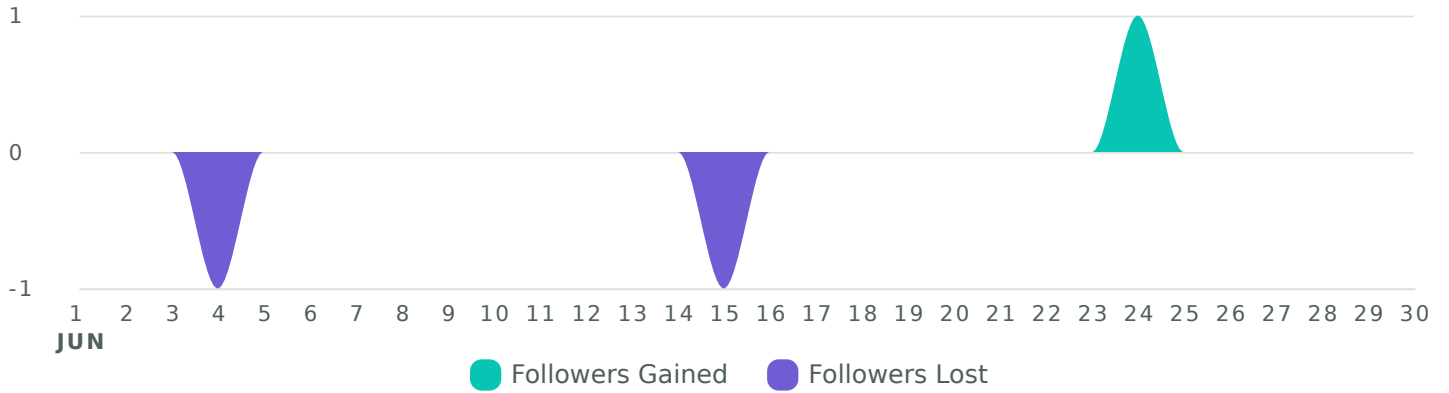
Impressions <b>262</b> ↘ 93%	Engagements <b>23</b> ↘ 51.1%	Profile Actions <b>0</b> → 0%
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### Instagram Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
missionspringswaterdistrict

Net Follower Growth Breakdown, by Day



Audience Metrics	Totals	% Change
<b>Followers</b>	<b>222</b>	<b>↘0.4%</b>
<b>Net Follower Growth</b>	<b>-1</b>	<b>↘125%</b>
Followers Gained	1	↘75%
Followers Lost	2	↗—

### Instagram Top Posts & Stories

Review your top posts and stories published during the selected time period, based on the post or story's lifetime performance.

📌 Post
📌 Lifetime
📷 missionspringswaterdistrict

Descending by Lifetime Engagements

MSWD Logo	missionspringswaterdistrict	Date & Time
	missionspringswaterdistrict	Thu 6/16/2022 11:48 a...
<p>Please join us in welcoming Elias Diaz, MSWD's new Field Operations Technician I. In t...</p>		
<b>Total Engagements</b>	<b>8</b>	
Likes	7	
Comments	1	
Saves	0	
	missionspringswaterdistrict	Tue 6/21/2022 7:25 am ...
<p>Please join us in welcoming Adrian Gaona, MSWD's new Field Service Representative...</p>		
<b>Total Engagements</b>	<b>4</b>	
Likes	4	
Comments	0	
Saves	0	
	missionspringswaterdistrict	Wed 6/29/2022 4:54 pm...
<p>Please join us in welcoming Raul Zazueta and James Steiner. Raul and James are...</p>		
<b>Total Engagements</b>	<b>3</b>	
Likes	3	
Comments	0	
Saves	0	

### TWITTER

### Twitter Performance Summary

View your key profile performance metrics from the reporting period.

Profile Reporting Period @MSWaterDistrict All Twitter Post Types

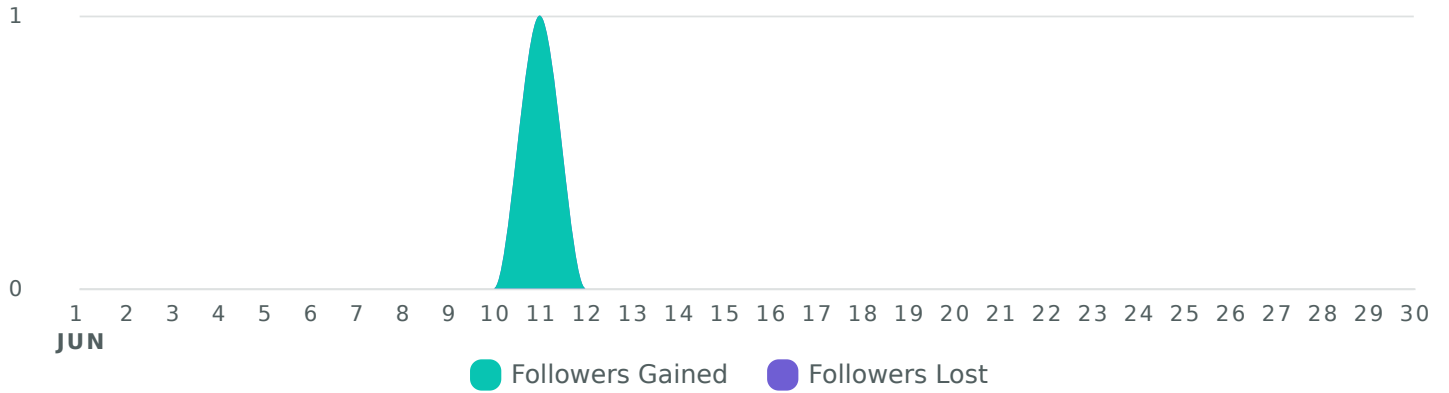
Impressions <b>304</b> ↘ 13.9%	Engagements <b>22</b> ↗ 29.4%	Post Link Clicks <b>4</b> ↘ 20%
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## Twitter Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
@MSWaterDistrict
All Twitter Post Types

Net Follower Growth Breakdown, by Day



Audience Metrics	Totals	% Change
<b>Followers</b>	<b>83</b>	<b>↗1.2%</b>
<b>Net Follower Growth</b>	<b>1</b>	<b>↘50%</b>
Followers Gained	1	↘50%
Followers Lost	0	→0%
<b>Following</b>	<b>100</b>	<b>→0%</b>

### Twitter Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

🚩 Post
🚩 Lifetime
🐦 @MSWaterDistrict
🗨️ All Twitter Post Types

Descending by Lifetime Engagements

**🐦 @MSWaterDist...**

Fri 6/24/2022 3:13 pm UTC

MSWD customers can request a FREE Conservation Kit featuring a high-efficiency...

<b>Total Engagements</b>	<b>8</b>
<hr/>	
Likes	<b>1</b>
<hr/>	
Comments	<b>0</b>
<hr/>	
Shares	<b>0</b>
<hr/>	
Post Link Clicks	<b>1</b>
<hr/>	
Other Post Clicks	<b>6</b>
<hr/>	
Other Engagements	<b>0</b>

**🐦 @MSWaterDist...**

Thu 6/30/2022 5:30 pm ...

Stay in the loop with MSWD on all social media platforms! When we stay connected, w...

<b>Total Engagements</b>	<b>4</b>
<hr/>	
Likes	<b>1</b>
<hr/>	
Comments	<b>1</b>
<hr/>	
Shares	<b>0</b>
<hr/>	
Post Link Clicks	<b>—</b>
<hr/>	
Other Post Clicks	<b>2</b>
<hr/>	
Other Engagements	<b>0</b>

## LINKEDIN

### LinkedIn Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  Mission Springs Water District

Impressions <b>354</b> ↗83.4%	Engagements <b>40</b> ↗110.5%	Post Clicks (All) <b>9</b> →0%
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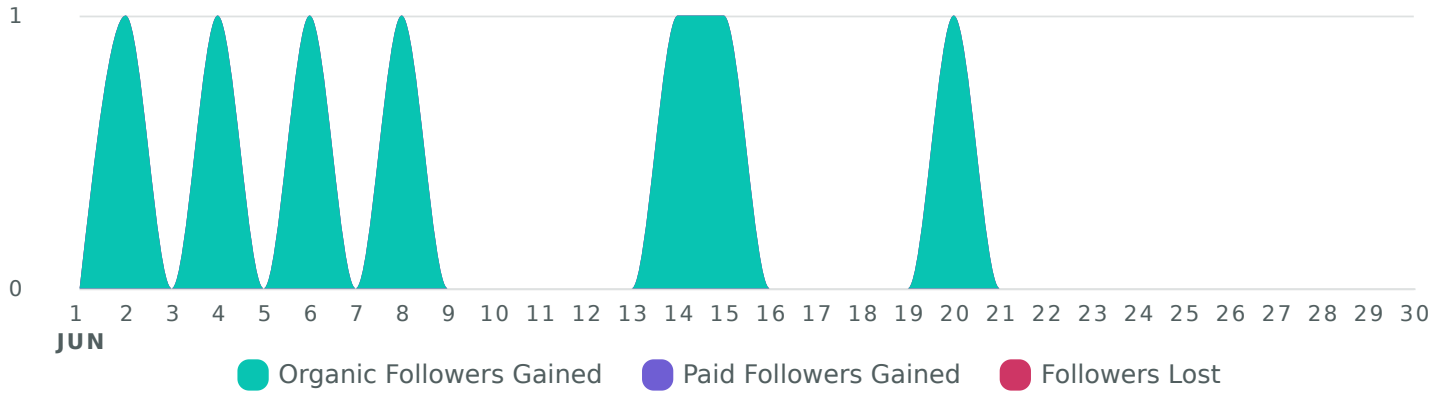


## LinkedIn Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
Mission Springs Water District

Net Follower Growth Breakdown, by Day






Audience Metrics	Totals	% Change
<b>Followers</b>	<b>105</b>	<b>↗7.1%</b>
<b>Net Follower Growth</b>	<b>7</b>	<b>↗133.3%</b>
Organic Followers Gained	7	↗133.3%
Paid Followers Gained	0	→0%
Followers Lost	0	→0%

### LinkedIn Top Posts

Review your top posts published during the selected time period, based on the post's lifetime performance.

🚩 Post
🚩 Lifetime
🌐 Mission Springs Water District

Descending by Lifetime Engagements

MSWD Mission Spring... Wed 6/1/2022 11:41 pm...	MSWD Mission Spring... Wed 6/1/2022 6:38 pm ...	MSWD Mission Spring... Sun 6/19/2022 6:06 pm ...
<p>MSWD is here for our customers! From setting up new service to finding ways ...</p> 	<p>This is your opportunity to join the #MSWD team! We are looking for an experienced...</p> 	<p>When you "splurge" on water-saving upgrades like more efficient toilets or convertin...</p> 
<p><b>Total Engagements</b> <b>11</b></p> <hr/> <p>Reactions <b>6</b></p> <hr/> <p>Comments <b>0</b></p> <hr/> <p>Shares <b>1</b></p> <hr/> <p>Post Link Clicks <b>4</b></p>	<p><b>Total Engagements</b> <b>10</b></p> <hr/> <p>Reactions <b>5</b></p> <hr/> <p>Comments <b>0</b></p> <hr/> <p>Shares <b>3</b></p> <hr/> <p>Post Link Clicks <b>2</b></p>	<p><b>Total Engagements</b> <b>5</b></p> <hr/> <p>Reactions <b>3</b></p> <hr/> <p>Comments <b>0</b></p> <hr/> <p>Shares <b>1</b></p> <hr/> <p>Post Link Clicks <b>1</b></p>