



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, May 20, 2024 at 3:00 PM

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

Via Teleconference AND/OR

Vice President Griffith will be participating remotely from the following location: Sheraton Grand Sacramento Hotel, 12300 J St. Sacramento, CA 95814

NOTICE IS HEREBY GIVEN THAT THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT WILL HOLD ITS REGULAR MEETING(S) ON THE DATE LISTED ABOVE. THE BOARD WILL MEET IN PERSON AT 66575 SECOND STREET, DESERT HOT SPRINGS.

THE PUBLIC IS PERMITTED TO ATTEND THIS MEETING IN PERSON OR VIRTUALLY USING THE ZOOM LINK BELOW.

JOIN ZOOM MEETING:

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

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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

1. CALL TO ORDER
2. ROLL CALL
3. ANNOUNCEMENT AND VERIFICATION OF REMOTE MEETING PARTICIPATION PURSUANT TO AB 2449 OR GC 54953(b)
4. PLEDGE OF ALLEGIANCE
5. RULES OF PROCEDURE
6. PUBLIC INPUT

*This is the opportunity for members of the public to address the Board on matters within the Board's jurisdiction. **Please limit comments to three (3) minutes or less.** State law prohibits the Board from discussing or taking action on any item not listed on the agenda.*

### EMPLOYEE RECOGNITION

**7. HUMAN RESOURCES REPORT****PRESENTATIONS****8. DESERT HOT SPRINGS HIGH SCHOOL REAL ACADEMY INTERNSHIP PROGRAM****ACTION ITEMS****9. AWARD OF CONTRACT TO TRI-STAR CONTRACTING II INC. FOR THE 13TH AVENUE, MISSION LAKES BOULEVARD, AND THOMAS AVENUE TROPICAL STORM HILARY WATERLINE REPLACEMENT PROJECT**

It is recommended to authorize the General Manager to award a contract for the Construction of the 13th Avenue, Mission Lakes Boulevard and Thomas Avenue Tropical Storm Hilary Waterline Replacement Project to Tri-Star Contracting II, Inc., the lowest responsible bidder, in the amount of \$720,823.50, plus a 10% contingency (total \$792,905.85), and augment the project budget an additional \$120,000 and to do all things necessary to complete the project.

**10. PUBLIC WATER AND SEWER SYSTEMS CONSTRUCTION AGREEMENTS AND WATER AND SEWER BONDING AGREEMENT FOR TRACT NO 32030-3 SKYBORNE VILLAGE III**

It is recommended to approve the Public Water and Sewer Bonding Agreement for the Skyborne Billage III - Tract No. 32030-3 residential development project and authorize the General Manager to do all things necessary to complete the Agreement.

**11. ACCEPT GRANT DEED FOR WELL 35 ON A PORTION OF ASSESSOR'S PARCEL NUMBER 667-100-043**

It is recommended to direct the General Manager to sign the Certificate of Acceptance approving and accepting the Grant Deed from Skyborne Ventures, LLC, a California Limited Liability Company, dated May 8, 2024, for Well 35, currently located on Assessor's Parcel Number 667-100-043, in the City of Desert Hot Springs, Riverside County, California.

**12. RESOLUTION 2024-10 ~ GRANT APPLICATION FOR WEST PALM SPRINGS VILLAGE PALM SPRINGS CREST WATER SYSTEMS BACKUP INTERIE PROJECT**

It is recommended that the Board adopt Resolution 2024-10, approving the submission of an application for grant funding for the preliminary planning of the West Palm Springs Village—Palm Springs Crest water Systems Backup Interie Project.

**DISCUSSION ITEMS****13. NANCY WRIGHT 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:

April 11, 2024 - Study Session  
April 14, 2024 - Board Meeting  
April 24, 2024 - Special Meeting Workshop

**16. REGISTER OF DEMANDS**

The register of demands totaling \$1,940,447.12

**17. RESOLUTION 2024-09 ~ ADOPTION OF THE UPDATED BOARD HANDBOOK**

It is recommended to adopt Resolution 2024-09 approving the updated Board of Directors Handbook.

**REPORTS****18. DIRECTOR'S REPORTS****19. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Report

**COMMENTS****20. DISTRICT COUNSEL COMMENTS****21. DIRECTOR COMMENTS****CLOSED SESSION****22. CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION**

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

**23. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - SIGNIFICANT EXPOSURE TO**

**LITIGATION** pursuant to Government Code Section 54956.9 (d)(1) and/or (2) and/or (3). One Case.

**24. REPORT ON ACTION TAKEN DURING CLOSED SESSION****25. ADJOURN**

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

**ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC**

**INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT [WWW.MSWD.ORG/MEETINGS](http://WWW.MSWD.ORG/MEETINGS). NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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**CERTIFICATION OF POSTING**

I certify that on or before May 17, 2024, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



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Dori Petee  
Executive Assistant

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** MAY 16 & 20, 2024

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



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## HUMAN RESOURCES REPORT

### PERSONNEL ACTIVITY FOR THE PERIOD APRIL 1-30, 2024

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#### NEW HIRES

William Whitten                      Business Analyst

#### ANNIVERSARIES

Charles Bell	Water Production Operator I	1 Year
Cynthia Acosta	Office Specialist II	1 Year
Jason Weekley	Lead Field Operations Technician	4 Years
Ann Rogers	Customer Service Representative II	8 Years
Robert Lopez	Purchasing and Warehouse Specialist	18 Years
David Pena	Field Service Representative II	19 Years

#### PROMOTIONS

Cynthia Acosta	Office Specialist II to Administrative Assistant I
David Pena	Field Service Representative II to Lead Field Service Representative
April Scott	Customer Service Manager to Programs and Public Affairs Specialist
Arthur Cabrera	Business Analyst to Customer Service Manager

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

None

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** May 16 & 20, 2024

**FROM:** ERIC WECK P.E., ENGINEERING MANAGER

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



## AWARD OF CONTRACT TO TRI-STAR CONTRACTING II, INC. FOR THE CONSTRUCTION OF THE 13<sup>TH</sup> AVENUE, MISSION LAKES BOULEVARD, AND THOMAS AVENUE TROPICAL STORM HILARY WATER LINE REPLACEMENT PROJECT

### STAFF RECOMMENDATION

Authorize the General Manager to award a contract for the Construction of the 13<sup>th</sup> Avenue, Mission Lakes Boulevard and Thomas Avenue Tropical Storm Hilary Water Line Replacement Project to Tri-Star Contracting II, Inc., the lowest responsible bidder, in the amount of \$720,823.50, plus a 10% contingency (total \$792,905.85), and augment the project budget an additional \$120,000 and to do all things necessary to complete the project.

### SUMMARY

Due to Tropical Storm Hilary's impacts on the area, there were three water lines crossing Mission Creek that were impacted by the excessive stormwater flows in Mission Creek. The water line along 13<sup>th</sup> Avenue was damaged and is currently not in service and needs repairs. The existing waterline along 13th Avenue will be removed, and approximately 327 LF of new 8-inch ductile iron pipe will be installed with 10 feet of cover. The water line along Mission Lakes Boulevard is in service but is exposed due to heavy storm erosion and does not have adequate cover. The existing water line crossing the Mission Creek at Mission Lakes Boulevard will be removed, and approximately 355 LF of new 24-inch ductile iron pipe will be installed with 10 feet of cover. The water line along Thomas Avenue is in service but has inadequate cover and is vulnerable to a future storm event. The existing water line at Thomas Avenue will be removed, and approximately 490 LF of new 8-inch ductile iron pipe will be installed with 10 feet of cover. Through a competitive bidding process, Tri-Star Contracting II, Inc. was identified as the lowest responsible bidder.

### ANALYSIS

Based on the bid results, Tri-Star Contracting II, Inc.'s Bid is recommended for award as the lowest responsible bidder. A budget augmentation of \$120,000 is necessary to accommodate construction, staff oversight, construction management and inspection, and geotechnical oversight to complete the project.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

This project is part of the current fiscal year budget, and it was added during the mid-year budget review process. The District is currently working with FEMA to secure reimbursement for these costs. This action is consistent with Strategic Plan Smart Goal 4.5-Ensure the

FINANCIAL DATA		
Cost Associated with this action:	\$912,905.00	
Current FY cost:	\$27,000.00	
Future FY cost:	\$912,905.00	
Is it covered in current year budget:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Budget adjustment needed:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
If yes, year needed:	FY 23/24	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Operating	
BID/Job#	11809,11810, 11813	
Current BID/Job balance	\$827,906.00	
Balance remaining if approved:	\$0	

District is prepared to react to manmade and natural emergencies, and 4.4-Invest and look at ways to fortify infrastructure security.

**ATTACHMENTS**

- Contract Agreement
- Bid Summary

SECTION 1.5  
of  
PROCEDURAL DOCUMENTS

AGREEMENT

THIS AGREEMENT, made this \_\_\_\_ day of \_\_\_\_, 2024, by and between the MISSION SPRINGS WATER DISTRICT hereinafter called "Owner", and Tri-Star Contracting II, Inc. doing business as Corporation\*, hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned, it is agreed that:

- 1. The Contractor will commence and complete the **"13th Ave., Mission Lakes Blvd., and Thomas Ave. Tropical Storm Hilary Water Line Replacement Project "**.
- 2. The Contractor will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the Project described herein.
- 3. The Contractor will commence the Work required by the Contract Documents on or before the date specified to commence Work in the Notice to Proceed and will complete the same within **ninety (90) consecutive calendar days** unless the period for completion is extended otherwise by the Contract Documents.
- 4. Owner and Contractor have discussed the provisions of Civil Code 1671 and the damages that may be incurred by Owner if the Work is not completed within the time specified in this Agreement. Owner and Contractor hereby represent that at the time of signing this Agreement, it is impracticable and extremely difficult to fix the actual damage that will be incurred by Owner if the Work is not completed within the number of calendar days allowed. Accordingly, Owner and Contractor agree that the sum of \$500 per day is a reasonable sum to assess as damages to Owner by reason of the failure of Contractor to complete the Work within the time specified.
- 5. The Contractor agrees to perform all of the Work described in the Contract Documents and comply with the terms therein for the sum of \$ \_\_\_\_\_ or as shown in the Bid Schedule; subject to additions and deductions, if any, in accordance with said documents.

\* Insert "a corporation", "a partnership", or "an individual", as applicable.



Payment shall not be made more often than once each thirty (30) days. Final payment shall be made thirty-five (35) days subsequent to filing of Notice of Completion. Contractor may upon written request, and at his sole expense after approval by the Board of Directors, deposit substitute securities referenced in Government Code Section 16430, or bank or savings and loan certificates of deposit, as authorized by Public Contract Code Section 22300 in lieu of retention monies withheld to ensure performance.

- 6. The term "Contract Documents" means and includes the following:
  - a. Advertisement for Bids
  - b. Information for Bidders
  - c. Bid
  - d. Bid Bond
  - e. Federal Provisions
  - f. Agreement
  - g. Payment Bond
  - h. Contract Performance Bond
  - i. Notice of Award
  - j. Notice to Proceed
  - k. Change Orders
  - l. General Conditions
  - m. Supplemental General Conditions
  - n. Special Conditions
  - o. Detailed Technical Provisions
  - p. Standard Drawings and Details
  - q. Drawings prepared for Mission Springs Water District
  - r. Addenda:

No. 1, dated 4/30, 2024

No. \_\_\_\_\_, dated \_\_\_\_\_, 2024

No. \_\_\_\_\_, dated \_\_\_\_\_, 2024

- 7. The Owner will pay to the Contractor in the manner and at such times as set forth in the General Conditions such amounts as required by the Contract Documents.
- 8. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

**CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE LICENSE BOARD, 3132 BRADSHAW ROAD, POST OFFICE BOX 2600, SACRAMENTO, CALIFORNIA 95826.**

- 9. Should any litigation or arbitration be commenced between the parties hereto concerning said project, any provision of this Contract, or the rights and obligations of either in relation

thereto, the party, Owner or Contractor, prevailing in such litigation shall be entitled, in addition to such other relief as may be granted, to a reasonable sum as and for his attorney's fees in such litigation, and costs.

10. Pursuant to Section 1770, and following, of the California Labor Code, the successful bidder shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are on file at the office of the Owner, which copies shall be made available to any interested party on request. The successful bidder shall post a copy of such determination at each job site.
11. This project is subject to the State of California "Prevailing Wage Rates". This project is subject to the requirements of California Labor Code Section 1720 et seq. requiring the payment of prevailing wages, the training of apprentices and compliance with other applicable requirements. In accordance with provisions of Section 1773 of the Labor Code, the Director of the Department of Industrial Relations has ascertained the general prevailing rate of wages and employer payments for health and welfare, pension, vacation, and similar purposes applicable to the particular craft, classification, or type of workers employed on the work. The wage determinations shall be included in the bid specifications. All pertinent wage determinations shall be posted on the jobsite.

If federal funding is included in the project, the higher of the State and Federal wage rates shall be used.

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

12. Any sub-tier Contracts resulting from this contract must contain the same contractual language as the original contract.
13. Contractor agrees to and shall indemnify and hold the Owner, its officers, employees and agents free and harmless from all claims, actions, damages and liabilities of whatsoever kind, nature or sort, arising from death, personal injury, property damage or other cause asserted or based upon any negligent act or omission of Contractor, its employees, agents, invitees, or any subcontractor of Contractor relating to or in any way connected with the accomplishment of the work or performance of services under this Agreement. As part hereto of the foregoing indemnity, Contractor agrees to protect and to defend at its own expense, including attorney's fees, Owner and City of Desert Hot Springs, their officers, agents and employees from any and all legal action based upon any negligent acts or omissions of the Contractor.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement which shall be deemed an original on the date first above written.

OWNER:

MISSION SPRINGS WATER DISTRICT

By \_\_\_\_\_

Name Brian Macy, P.E.  
(Please Type)

Title General Manager

(SEAL)

ATTEST:

\_\_\_\_\_

Name \_\_\_\_\_  
(Please Type)

Title \_\_\_\_\_

CONTRACTOR:

Tri-Star Contracting II, Inc.

By  \_\_\_\_\_

Name Jordan Willis-Rodriguez  
(Please Type)

Address 15501 Little Morongo Road

Desert Hot Springs, CA 92240

Contractor's License No. 909195

BID SUMMARY

BID ITEMS				TRI-STAR CONTRACTING II, INC.		KIRTLEY CONSTRUCTION, INC.		MCC PIPELINE, INC.		BIG BEN ENGINEERING, INC.		CREATIVE HOME	
ITEM NO.	DESCRIPTION	EST. QUANTITY	UNIT	UNIT PRICES	EXTENDED AMOUNT	UNIT PRICES	EXTENDED AMOUNT	UNIT PRICES	EXTENDED AMOUNT	UNIT PRICES	EXTENDED AMOUNT	UNIT PRICES	EXTENDED AMOUNT
<b>13TH AVE</b>													
1.	Mobilization/Demobilization	1	LS	\$6,500.00	\$6,500.00	\$8,500.00	\$8,500.00	\$31,720.00	\$31,720.00	\$42,000.00	\$42,000.00	\$30,000.00	\$30,000.00
2.	SWPPP, Best Management Practices, PM-10	1	LS	\$6,825.00	\$6,825.00	\$5,200.00	\$5,200.00	\$8,008.00	\$8,008.00	\$10,719.00	\$10,719.00	\$15,000.00	\$15,000.00
3.	Potholing	1	LS	\$5,364.00	\$5,364.00	\$5,100.00	\$5,100.00	\$8,156.00	\$8,156.00	\$10,719.00	\$10,719.00	\$15,000.00	\$15,000.00
4.	Furnish trench protection (sheeting, shoring and bracing) in accordance with CAL-OSHA Standards for all excavations greater than 5-feet	1	LS	\$3,834.00	\$3,834.00	\$3,900.00	\$3,900.00	\$20,203.00	\$20,203.00	\$10,719.00	\$10,719.00	\$18,000.00	\$18,000.00
5.	Flow Diversion in Mission Creek	1	LS	\$8,714.00	\$8,714.00	\$10,200.00	\$10,200.00	\$22,716.00	\$22,716.00	\$21,435.00	\$21,435.00	\$22,500.00	\$22,500.00
6.	Traffic Control	1	LS	\$1,278.00	\$1,278.00	\$1,200.00	\$1,200.00	\$4,532.00	\$4,532.00	\$110.00	\$110.00	\$10,500.00	\$10,500.00
7.	Remove and Dispose of Existing 8" Ductile Iron Pipe (DIP) and Appurtenances	1	LS	\$9,408.00	\$9,408.00	\$25,600.00	\$25,600.00	\$45,774.00	\$45,774.00	\$32,205.00	\$32,205.00	\$30,000.00	\$30,000.00
8.	Furnish and Install 8" Ductile Iron Pipe (DIP) Class 350, including Thrust Protection and/or Restrained Joints.	404	LF	\$201.00	\$81,204.00	\$208.00	\$84,032.00	\$181.00	\$73,124.00	\$140.00	\$56,560.00	\$390.00	\$157,560.00
9.	Furnish and Install 8" Ductile Iron 45° Bend	8	EA	\$810.00	\$6,480.00	\$1,000.00	\$8,000.00	\$857.00	\$6,856.00	\$1,767.00	\$14,136.00	\$1,200.00	\$9,600.00
10.	Connect to Existing 8" Ductile Iron Pipe, Cut, Remove and Dispose of conflicting portions	2	EA	\$1,631.00	\$3,262.00	\$13,600.00	\$27,200.00	\$19,074.96	\$38,149.92	\$5,361.00	\$10,722.00	\$30,000.00	\$60,000.00
11.	Chlorination and Hydrostatic Testing	1	LS	\$16,430.00	\$16,430.00	\$12,700.00	\$12,700.00	\$11,937.26	\$11,937.26	\$9,403.00	\$9,403.00	\$21,000.00	\$21,000.00
<b>MISSION LAKES BLVD.</b>													
12.	Mobilization/Demobilization	1	LS	\$14,314.00	\$14,314.00	\$8,500.00	\$8,500.00	\$16,408.00	\$16,408.00	\$26,603.00	\$26,603.00	\$30,000.00	\$30,000.00
13.	SWPPP, Best Management Practices, PM-10	1	LS	\$6,825.00	\$6,825.00	\$5,700.00	\$5,700.00	\$8,000.00	\$8,000.00	\$500.00	\$500.00	\$15,000.00	\$15,000.00
14.	Potholing	1	LS	\$5,364.00	\$5,364.00	\$5,100.00	\$5,100.00	\$9,196.00	\$9,196.00	\$13,303.00	\$13,303.00	\$15,000.00	\$15,000.00
15.	Furnish trench protection (sheeting, shoring and bracing) in accordance with CAL-OSHA Standards for all excavations greater than 5-feet	1	LS	\$7,029.00	\$7,029.00	\$6,900.00	\$6,900.00	\$17,958.00	\$17,958.00	\$13,303.00	\$13,303.00	\$37,500.00	\$37,500.00
16.	Flow Diversion in Mission Creek	1	LS	\$8,714.00	\$8,714.00	\$10,100.00	\$10,100.00	\$22,716.00	\$22,716.00	\$1.00	\$1.00	\$22,500.00	\$22,500.00
17.	Traffic Control	1	LS	\$1,278.00	\$1,278.00	\$606.00	\$606.00	\$3,000.00	\$3,000.00	\$13,303.00	\$13,303.00	\$10,500.00	\$10,500.00
18.	Remove and Dispose of Existing 24" Ductile Iron Pipe (DIP) and 42" Steel Casing and Appurtenances	1	LS	\$32,334.00	\$32,334.00	\$36,200.00	\$36,200.00	\$71,052.00	\$71,052.00	\$13,300.00	\$13,300.00	\$30,000.00	\$30,000.00
19.	Furnish and Install 24" Ductile Iron Pipe (DIP) Class 350, including Thrust Protection and/or Restrained Joints.	435	LF	\$530.30	\$230,680.50	\$489.00	\$212,715.00	\$411.00	\$178,785.00	\$922.00	\$401,070.00	\$2,550.00	\$1,109,250.00
20.	Furnish and Install 24" Ductile Iron 45° Bend	8	EA	\$4,786.00	\$38,288.00	\$5,600.00	\$44,800.00	\$4,252.00	\$34,016.00	\$6,057.00	\$48,456.00	\$1,200.00	\$9,600.00
21.	Connect to Existing 24" Ductile Iron Pipe, Cut, Remove and Dispose of conflicting portions	2	EA	\$4,284.00	\$8,568.00	\$20,700.00	\$41,400.00	\$23,553.00	\$47,106.00	\$20,275.00	\$40,550.00	\$30,000.00	\$60,000.00
22.	Chlorination and Hydrostatic Testing	1	LS	\$34,589.00	\$34,589.00	\$12,700.00	\$12,700.00	\$11,570.00	\$11,570.00	\$12,086.00	\$12,086.00	\$21,000.00	\$21,000.00
<b>THOMAS AVE.</b>													
23.	Mobilization/Demobilization	1	LS	\$6,500.00	\$6,500.00	\$10,200.00	\$10,200.00	\$15,590.00	\$15,590.00	\$21,435.00	\$21,435.00	\$30,000.00	\$30,000.00
24.	SWPPP, Best Management Practices, PM-10	1	LS	\$6,825.00	\$6,825.00	\$4,600.00	\$4,600.00	\$8,008.00	\$8,008.00	\$10,719.00	\$10,719.00	\$15,000.00	\$15,000.00
25.	Potholing	1	LS	\$5,364.00	\$5,364.00	\$5,000.00	\$5,000.00	\$8,780.00	\$8,780.00	\$10,719.00	\$10,719.00	\$15,000.00	\$15,000.00
26.	Furnish trench protection (sheeting, shoring and bracing) in accordance with CAL-OSHA Standards for all excavations greater than 5-feet	1	LS	\$3,834.00	\$3,834.00	\$3,900.00	\$3,900.00	\$20,200.00	\$20,200.00	\$5,361.00	\$5,361.00	\$18,000.00	\$18,000.00
27.	Flow Diversion in Mission Creek	1	LS	\$8,714.00	\$8,714.00	\$10,600.00	\$10,600.00	\$21,250.00	\$21,250.00	\$21,435.00	\$21,435.00	\$22,500.00	\$22,500.00
28.	Traffic Control	1	LS	\$1,278.00	\$1,278.00	\$1,200.00	\$1,200.00	\$5,032.00	\$5,032.00	\$110.00	\$110.00	\$10,500.00	\$10,500.00
29.	Remove and Dispose of Existing 8" ACP and Appurtenances	1	LS	\$15,344.00	\$15,344.00	\$77,600.00	\$77,600.00	\$32,134.00	\$32,134.00	\$5,359.00	\$5,359.00	\$30,000.00	\$30,000.00
30.	Furnish and Install 8" Ductile Iron Pipe (DIP) Class 350, including Thrust Protection and/or Restrained Joints	490	LF	\$178.00	\$87,220.00	\$193.00	\$94,570.00	\$152.50	\$74,725.00	\$146.00	\$71,540.00	\$390.00	\$191,100.00
31.	Furnish and Install 8" Ductile Iron 45° Bend	7	EA	\$810.00	\$5,670.00	\$850.00	\$5,950.00	\$568.00	\$3,976.00	\$1,391.00	\$9,737.00	\$1,200.00	\$8,400.00
32.	Furnish and Install 8" Ductile Iron 11.25° Bend	2	EA	\$842.00	\$1,684.00	\$2,200.00	\$4,400.00	\$1,557.00	\$3,114.00	\$1,742.00	\$3,484.00	\$1,200.00	\$2,400.00
33.	Connect to Existing 8" ACP, Cut, Remove and Dispose of conflicting portions and plug ends.	1	EA	\$8,248.00	\$8,248.00	\$28,400.00	\$28,400.00	\$36,465.41	\$36,465.41	\$17,414.00	\$17,414.00	\$30,000.00	\$30,000.00
34.	Chlorination and Hydrostatic Testing	2	EA	\$16,430.00	\$32,860.00	\$12,600.00	\$25,200.00	\$6,063.64	\$12,127.28	\$4,703.00	\$9,406.00	\$21,000.00	\$42,000.00
<b>TOTAL</b>					\$ 720,923.50		\$ 847,973.00		\$ 932,394.87		\$ 987,922.00		\$ 2,164,410.00

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** MAY 16 & 20, 2024

**FROM:** ERIC WECK P.E., ENGINEERING MANAGER

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




---

## PUBLIC WATER AND SEWER SYSTEMS CONSTRUCTION AGREEMENTS AND WATER AND SEWER BONDING AGREEMENT FOR TRACT NO. 32030-3 SKYBORNE VILLAGE III

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**STAFF RECOMMENDATION**

Board approval of the Public Water and Sewer Bonding Agreement for the Skyborne Village III - Tract No. 32030-3 residential development project (Project) and authorize the General Manager to do all things necessary to complete the Agreement.

**SUMMARY**

The acceptance of the Public Water and Sewer Bonding Agreement ensures that the systems will be constructed to the District’s standards and that the Developer is responsible for all costs associated with the design and construction of the systems. The District has determined, in conjunction with the City of Desert Hot Springs, that it is necessary to obtain separate Performance/Warranty and Payment bonds in favor of the District for the Project. Subsequently, approved water and sewer facilities will be transferred to the District upon successful completion of all the work, and the one-year warranty period will begin.

**ANALYSIS**

The Performance/Warranty Bond assures the water and sewer improvements will be completed and paid for through the bond if the developer defaults. The Performance/Warranty Bond continues to cover the warranty period for the first year after final acceptance to correct any operational problems attributable to the original construction. The Payment Bond (labor & materials bond) covers claims by others for materials or labor supplied for the improvements, but not paid for in part or full if the project defaults. This bond is exonerated upon final acceptance.

**FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION**

There is no fiscal impact to the District as this is a developer-driven project, and all costs associated will be paid for by the developer. This action is consistent with Strategic Plan Goal 4.3- Maintain and renew assets while facilitating strategic Capital Improvements.

**ATTACHMENTS**

- Water and Sewer Bonding Agreement
- Subdivision Performance Bond No. 30217652
- Subdivision Labor & Material Bond No. 30217652

FINANCIAL DATA		
Cost Associated with this action:		\$0
Current FY cost:		\$0
Future FY cost:		-0-
Is it covered in current year budget:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:		NA
All previous contracts including dates, amounts and board approvals are attached or have been made available. N/A		
FUNDING SOURCES		
Source of funds:	Developer	
BID/Job#	#11818	
Current BID/Job balance	\$66,656.00	
Balance remaining if approved:	\$66,656.00	



66575 Second Street, Desert Hot Springs, CA 92240 • www.mswd.org • p 760.329.6448 • f 760.329.2482

**PUBLIC WATER AND SEWER IMPROVEMENT BONDING AGREEMENT FOR:  
TRACT MAP No. 32030-3**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between, **Lennar Homes of California, LLC**, a California limited liability company ("Developer") and the MISSION SPRINGS WATER DISTRICT, a County Water District, ("District").

**RECITALS**

WHEREAS, the Developer is the owner and developer of land in the City of Desert Hot Springs, County of Riverside, State of California, generally described as follows:

See Exhibit "A" attached hereto and made a part hereof by this reference.

WHEREAS, said Developer has or will cause the recordation of a final approved map known as **Tract Map No. 32030-3** ("Map"), and the Map requires water and sewer improvements to facilities to be owned and maintained by the District for the proposed development project ("Project"), and;

WHEREAS, said Developer has prepared and submitted water and sewer improvement plans ("Plans") for the Project to the District for the construction of said improvements which District has approved prior to the date of this Agreement, and;

WHEREAS, said Developer is desirous of complying with the requirements of the District, relative to the installation and payment for the water and sewer improvements provided in the Project.

**AGREEMENT**

NOW, THEREFORE, in consideration of the approval by the District of the proposed Plans required for the development and recordation with the County Recorder of the Map within the City of Desert Hot Springs, the Developer agrees that the foregoing Recitals are hereby incorporated by reference and it will comply with the following requirements:

Within one (1) year from the date hereof, said Developer shall cause the water and sewer improvements to be constructed in accordance with all agreements, the Plans, the Mission Springs Water District policies, rules, regulations, ordinances and resolutions and standards, the Map, the Subdivision Map Act, and all applicable state, federal and local laws, regulations, ordinances and policies, all of which are hereby incorporated herein by this reference.

*MSWD Mission: Provide, Protect, and Preserve our Most Valuable Resource...Water  
Mission Springs Water District is a Groundwater Guardian Affiliate*



Handed you herewith is a Surety Bond (Faithful Performance and Warranty a copy of which is attached hereto as Exhibit "B") executed \_\_\_\_\_ in the sum of **three million eight hundred twenty-two thousand two hundred thirty-seven dollars and 60/100** (\$3,822,237.60), guaranteeing the faithful performance of this Agreement and Warranty for one (1) year from date of final acceptance by the Mission Springs Water District Board of Directors, together with a Payment Bond in the sum of **three million eight hundred twenty-two thousand two hundred thirty-seven dollars and 60/100** (\$3,822,237.60), securing payment to the contractor, his subcontractors and to persons renting equipment or furnishing labor or materials for the improvements a copy of which is attached hereto as Exhibit "C"

IT IS UNDERSTOOD and AGREED, that upon completion of the work in accordance with all agreements, state, federal and local laws, regulations, ordinances and policies and acceptance thereof by the Mission Springs Water District, said Payment Bond shall be exonerated and the Faithful Performance/Warranty Bond shall continue in force for one (1) year (warranty period) after the date of final acceptance by Mission Springs Water District.

The Bonds required by this Agreement shall be kept on file with the District and they must be issued by a surety company currently admitted to transact surety insurance business in California by the California Department of Insurance, with a Best's Insurance Guide rating of no less than A:VII. The terms of any documents evidencing such Improvement Securities as set forth in this paragraph are incorporated into this Agreement by this reference as if set forth fully herein.

IN WITNESS WHEREAS, the undersigned have affixed their signatures at Desert Hot Springs, California the day and year first above written.

**MISSION SPRINGS WATER DISTRICT**

**DEVELOPER**

By: \_\_\_\_\_

Developer: Lennar Homes of California LLC, a California limited liability company

Name: \_\_\_\_\_

By:  \_\_\_\_\_

Title: \_\_\_\_\_

Name: Geoffrey Smith

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

Title: Vice President

Date: 04 / 15 / 2024

**ATTEST**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

### ACKNOWLEDGMENT

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


State of California -  
County of Riverside)

On April 15, 2024 before me, Kim Stratton, Notary Public  
(insert name and title of the officer)

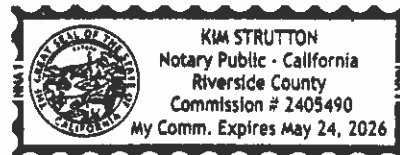
personally appeared Geoffrey Smith  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) 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)





BOND NO. 30217652  
Premium: \$8,600.00 / annum

**SUBDIVISION PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS, That we, Lennar Homes of California, LLC, 4140 Temescal Canyon Road, Suite 410, Corona, CA 92883 as Principal, and The Continental Insurance Company, 151 N. Franklin Street, Chicago, IL 60606, a corporation organized and existing under the laws of the State of Pennsylvania and authorized to transact surety business in the State of California, as Surety, are held and firmly bound unto the Mission Springs Water District, 66575 Second Street, Desert Hot Springs, CA 92240, as Obligee, in the sum of **Three Million Eight Hundred Twenty-Two Thousand Two Hundred Thirty-Seven and 60/100 Dollars (\$3,822,237.60)** lawful money of the United States, for the payment whereof, well and truly to be made, said Principal and Surety bind themselves, their heirs, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, Whereas, said Principal has applied for a permit (or entered into an agreement) with the Obligee dated \_\_\_\_\_, in which said Principal agrees to perform or to construct certain designated public improvements, known as follows:

**Skyborne Village III; Tract No. 32030-3 – Public Water & Sewer Improvements**


NOW, THEREFORE, if the said Principal shall well, truly perform the work in the manner specified therein, and comply with the terms or conditions of the permit (or agreement), then this obligation shall be null and void; otherwise, to remain in full force and effect.

No party other than the Obligee shall have any rights hereunder as against the Surety. The aggregate liability of the Surety on this bond obligation shall not exceed the penal sum set forth above for any reason whatsoever.

Signed, sealed and dated on April 17, 2024.

**Lennar Homes of California, LLC,**  
**a California limited liability company**  
Principal

**The Continental Insurance Company**  
Surety

By:   
Geoffrey Smith,  
Vice President

By:   
Amanda R Turman Avina, Attorney-in-Fact

### ACKNOWLEDGMENT

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

State of California  
County of Riverside

On April 19, 2024 before me, Kim Strutton, Notary Public  
(insert name and title of the officer)

personally appeared Geoffrey Smith  
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 *Kim Strutton* (Seal)



State of Texas }  
County of Harris } ss:

On April 17, 2024, before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared

Amanda R Turman Avina

known to me to be Attorney-in-Fact of The Continental Insurance Company the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument in behalf of the said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.

My Commission Expires May 19, 2027

*Misty Witt*  
Misty Witt

Notary Public



POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Item 10.

Know All Men By These Presents, That The Continental Insurance Company, a Pennsylvania insurance company, is a duly organized and existing insurance company having its principal office in the City of Chicago, and State of Illinois, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Amanda R Turman Avina, Individually

of Houston, Texas, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

Surety Bond Number: 30217652
Principal: Lennar Homes of California, LLC
Obligee: Mission Springs Water District

and to bind them thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the insurance company and all the acts of said Attorney, pursuant to the authority hereby given is hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Laws and Resolutions, printed below, duly adopted, as indicated, by the Board of Directors of the insurance company.

In Witness Whereof, The Continental Insurance Company has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 13th day of March, 2024.



The Continental Insurance Company

Larry Kasten, Vice President (with signature)

State of South Dakota, County of Minnehaha, ss:

On this 13th day of March, 2024, before me personally came Larry Kasten to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of The Continental Insurance Company, a Pennsylvania insurance company, described in and which executed the above instrument, that he knows the seal of said insurance company, that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said insurance company and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said insurance company.



My Commission Expires March 2, 2026

M. Bent, Notary Public (with signature)

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of The Continental Insurance Company, a Pennsylvania insurance company, do hereby certify that the Power of Attorney herein above set forth is still in force, and further certify that the By-Laws and Resolutions of the Board of Directors of the insurance company printed below are still in force. In testimony whereof I have hereto subscribed my name and affixed the seal of the said insurance company this 17th day of April, 2024.



The Continental Insurance Company

Paula Kolsrud, Assistant Secretary (with signature)

Authorizing By-Laws and Resolutions

ADOPTED BY THE BOARD OF DIRECTORS OF THE CONTINENTAL INSURANCE COMPANY:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company at a meeting held on May 10, 1995.

RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of The Continental Insurance Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25th day of April, 2012:

Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature, and

Whereas, from time to time, the signature of the Authorized Officers in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.

**SUBDIVISION LABOR & MATERIAL/PAYMENT BOND**

BOND No. 30217652

Premium: Included in Performance Bond

KNOW ALL MEN BY THESE PRESENTS: That **Lennar Homes of California, LLC, 4140 Temescal Canyon Road, Suite 410, Corona, CA 92883** as Principal, and **The Continental Insurance Company, 151 N. Franklin Street, Chicago, IL 60606**, a corporation organized and existing under the laws of the State of **Pennsylvania** and authorized to transact surety business in the State of **California**, as Surety, are held and firmly bound onto **Mission Springs Water District, 66575 Second Street, Desert Hot Springs, CA 92240**, as Obligee, in the sum of **Three Million Eight Hundred Twenty-Two Thousand Two Hundred Thirty-Seven and 60/100 Dollars (\$3,822,237.60)**, for which the payment whereof, well and truly to be made, said Principal and Surety bind themselves, their heirs, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, Whereas, said Principal has entered into a Subdivision Agreement or has applied for a certain Permit with the Obligee, dated \_\_\_\_\_, in which said Principal agrees to perform or to construct a certain designated public improvements, as follows:

**Skyborne Village III; Tract No. 32030-3 – Public Water & Sewer Improvements**

and, as a condition of approving said Subdivision, the Principal is required to give Labor and Material Payment Bond as herein provided.

NOW, THEREFORE, if said Principal and/or contractor or subcontractor are in default under the Subdivision Agreement and fails to pay for any materials, provisions, or rented equipment used in, upon, or for or about the construction of the public improvements for performance of the work to be done, or any work or labor done of any kind, in or on such improvements, and said Principal and/or contractor shall fail to cure such default after notice pursuant to the Subdivision Agreement, said surety will pay the same in an amount not exceeding the sum set forth above.

This bond shall insure to the benefit of the contractor, his subcontractors, and to persons renting equipment or furnishing labor and materials to them for the improvements.

Signed, sealed and dated on **April 17, 2024**.

**Lennar Homes of California, LLC,**  
**a California limited liability company**  
Principal

By: \_\_\_\_\_

**Geoffrey Smith, Vice President**  
(type or print Name and Title)

**The Continental Insurance Company**  
Surety

By: **Amanda R Turman Avina**

**Amanda R Turman Avina, Attorney-in-Fact**  
(type or print Name and Title)

### ACKNOWLEDGMENT

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

State of California  
County of Riverside

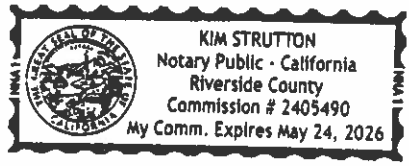
On April 19, 2024 before me, Kim Strutton, Notary Public  
(insert name and title of the officer)

personally appeared Geoffrey Smith  
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 *Kim Strutton* (Seal)



State of Texas }  
County of Harris } ss:

On April 17, 2024, before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared

Amanda R Turman Avina

known to me to be Attorney-in-Fact of The Continental Insurance Company  
the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument in behalf of the said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.

My Commission Expires May 19, 2027

*Misty Witt*  
Misty Witt

Notary Public



POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Item 10.

Know All Men By These Presents, That The Continental Insurance Company, a Pennsylvania insurance company, is a duly organized and existing insurance company having its principal office in the City of Chicago, and State of Illinois, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Amanda R Turman Avina, Individually

of Houston, Texas, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

Surety Bond Number: 30217652
Principal: Lennar Homes of California, LLC
Obligee: Mission Springs Water District

and to bind them thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the insurance company and all the acts of said Attorney, pursuant to the authority hereby given is hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Laws and Resolutions, printed below, duly adopted, as indicated, by the Board of Directors of the insurance company.

In Witness Whereof, The Continental Insurance Company has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 13th day of March, 2024.

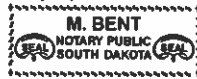


The Continental Insurance Company

Larry Kasten, Vice President (with signature)

State of South Dakota, County of Minnehaha, ss:

On this 13th day of March, 2024, before me personally came Larry Kasten to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota, that he is a Vice President of The Continental Insurance Company, a Pennsylvania insurance company, described in and which executed the above instrument; that he knows the seal of said insurance company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said insurance company and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said insurance company.



My Commission Expires March 2, 2026

M. Bent, Notary Public (with signature)

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of The Continental Insurance Company, a Pennsylvania insurance company, do hereby certify that the Power of Attorney herein above set forth is still in force, and further certify that the By-Laws and Resolutions of the Board of Directors of the insurance company printed below are still in force. In testimony whereof I have hereto subscribed my name and affixed the seal of the said insurance company this 17th day of April, 2024.



The Continental Insurance Company

Paula Kolsrud, Assistant Secretary (with signature)

Authorizing By-Laws and Resolutions

ADOPTED BY THE BOARD OF DIRECTORS OF THE CONTINENTAL INSURANCE COMPANY:

This Power of Attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the Board of Directors of the Company at a meeting held on May 10, 1995.

RESOLVED: That any Senior or Group Vice President may authorize an officer to sign specific documents, agreements and instruments on behalf of the Company provided that the name of such authorized officer and a description of the documents, agreements or instruments that such officer may sign will be provided in writing by the Senior or Group Vice President to the Secretary of the Company prior to such execution becoming effective.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above resolution to execute power of attorneys on behalf of The Continental Insurance Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 25th day of April, 2012:

Whereas, the bylaws of the Company or specific resolution of the Board of Directors has authorized various officers (the "Authorized Officers") to execute various policies, bonds, undertakings and other obligatory instruments of like nature; and

Whereas, from time to time, the signature of the Authorized Officers in addition to being provided in original, hard copy format, may be provided via facsimile or otherwise in an electronic format (collectively, "Electronic Signatures"); Now therefore be it resolved: that the Electronic Signature of any Authorized Officer shall be valid and binding on the Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022.

RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company.



# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** May 16 & 20, 2024

**FROM:** ERIC WECK P.E., ENGINEERING MANAGER

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




---

## ACCEPT GRANT DEED FOR WELL 35 ON A PORTION OF ASSESSOR'S PARCEL NUMBER 667-100-043

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**STAFF RECOMMENDATION**

Direct the General Manager to sign the Certificate of Acceptance approving and accepting the Grant Deed from Skyborne Ventures, LLC, a California Limited Liability Company, dated May 8, 2024, for Well 35, currently located on Assessor's Parcel Number 667-100-043, in the City of Desert Hot Springs, Riverside County, California.

**SUMMARY**

As part of the overall Skyborne development, Well 35 was to be constructed per the Development Agreement, and the property was deeded to Mission Springs Water District. Well 35 was partially constructed and never put into service. MSWD is now pursuing using this well and is in the process of rehabilitating it and preparing it for pump installation. Concurrent with installing the necessary well components and ultimately preparing the well for service, a 50-foot radius around the well is required to be within the property boundary of MSWD. In order to accommodate this, dedicated property boundaries were established by the developer's engineer to define the property's boundary and allow the City of Desert Hot Springs to take possession of the remaining portion of Assessor's Parcel Number 667-100-043 and dedicate it for use as a park.

**ANALYSIS**

Staff recommends approving this agenda item in order to take possession of the Well 35 asset and allow the City of Desert Hot Springs to take possession of the remaining portion of the existing Assessor's Parcel Number 667-100-043.

**FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION**

There is no fiscal impact to the District accepting this parcel. All costs to prepare the documentation and execute the Grant Deed is funded by the developer's deposit.

**ATTACHMENTS**

- Grant Deed and Certificate of Acceptance
- Legal Description
- Legal Plat

FINANCIAL DATA		
Cost Associated with this action:	\$0	
Current FY cost:	\$0	
Future FY cost:	\$0	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	FY 23/24	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Operating	
BID/Job#	NA	
Current BID/Job balance	\$0	
Balance remaining if approved:	\$0	

RECORDING REQUESTED BY AND WHEN RECORDED MAIL TO:

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

EXEMPT – GOV'T CODE 6103

The undersigned grantor declares:  
Documentary transfer tax is \$0.00.  
( ) computed on the full value of property conveyed, or  
( ) computed on full value less value of liens and encumbrances remaining at time of sale.  
( ) Unincorporated area: (x) City of Desert Hot Springs, and County of Riverside.

APN: 667-100-034-1  
TRA: 014-066

[SPACE ABOVE FOR RECORDER'S USE]

**GRANT DEED**

For valuable consideration, receipt of which is hereby acknowledged, **Skyborne Ventures, LLC, a California limited liability company, with an address of 505 Lomas Santa Fe Drive, Suite 230, Solana Beach, CA 92075** (Grantor), hereby grants to **MISSION SPRINGS WATER DISTRICT**, a County Water District and public agency formed pursuant to Water Code Section 30000, et seq. (Grantee), the following described real property in the City of Desert Hot Springs, County of Riverside, State of California, created pursuant to Section 66428 of the Subdivision Map Act of the State of California described as:

SEE "EXHIBIT A" LEGAL DESCRIPTION AND "EXHIBIT B" PLAT ATTACHED HERETO AND MADE A PART HEREOF.

*[Signatures On Following Page]*

Dated: \_\_\_\_\_

**GRANTOR:**

**SKYBORNE VENTURES, LLC, a California limited liability company**

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

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 \_\_\_\_\_ )

On \_\_\_\_\_, 2023, before me, \_\_\_\_\_, a 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 persons(s), or the entity upon behalf of which the person(s) acted, executed said instrument.

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

WITNESS my hand and official seal.

Signature \_\_\_\_\_ (Seal)

**CERTIFICATE OF ACCEPTANCE**

Government Code Section 27281

This is to certify that the interest in real property conveyed by the Grant Deed dated \_\_\_\_\_, 2024 from SKYBORNE VENTURES, LLC, a California limited liability company, as Grantor, to **MISSION SPRINGS WATER DISTRICT**, a County Water District and public agency formed pursuant to Water Code §§ 30000 et seq. (“Grantor”) is hereby accepted by order of the **MISSION SPRINGS WATER DISTRICT**, a County Water District and public agency formed pursuant to Water Code §§ 30000 et seq. (“Grantee”) and the grantee consents to the recordation thereof by its duly authorized officer.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

**MISSION SPRINGS WATER DISTRICT**

By: \_\_\_\_\_  
General Manager

# EXHIBIT "A"

APN 667-100-043-1

**LEGAL DESCRIPTION:**

THAT PORTION OF LOT "E" OF TRACT NO. 32030-3, IN THE CITY OF DESERT HOT SPRINGS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 419 OF MAPS, PAGES 29 THROUGH 39, INCLUSIVE, RECORDS OF SAID COUNTY, FURTHER DESCRIBED AS FOLLOWS:

**COMMENCING** AT THE INTERSECTION THE OF CENTERLINES OF KAREN AVENUE AND PROMENADE DRIVE AS SHOWN ON SAID TRACT NO. 32030-3; THENCE NORTH 00°08'50" WEST ALONG SAID CENTERLINE OF KAREN AVENUE, 181.26 FEET; THENCE SOUTH 89°51'10" WEST PERPENDICULAR TO SAID CENTERLINE OF KAREN AVENUE, 30.00 FEET TO THE EAST LINE OF SAID LOT "E" AND THE **POINT OF BEGINNING**; THENCE CONTINUING SOUTH 89°51'10" WEST, 148.00 FEET; THENCE NORTH 00°08'50" WEST, 190.00 FEET; THENCE NORTH 89°51'10" EAST, 148.00 FEET TO SAID EAST LINE OF LOT "E"; THENCE SOUTH 00°08'50" EAST ALONG SAID EAST LINE, 190.00 FEET TO THE **POINT OF BEGINNING**.

SAID CONVEYANCE CONTAINS APPROXIMATELY 28,120 S.F., 0.661 ACRES

SEE **EXHIBIT "B"**, SKETCH TO ACCOMPANY LEGAL DESCRIPTION AND BY THIS REFERENCE MADE A PART HEREOF.

PREPARED BY:

MARK WARE, P.L.S. 5820

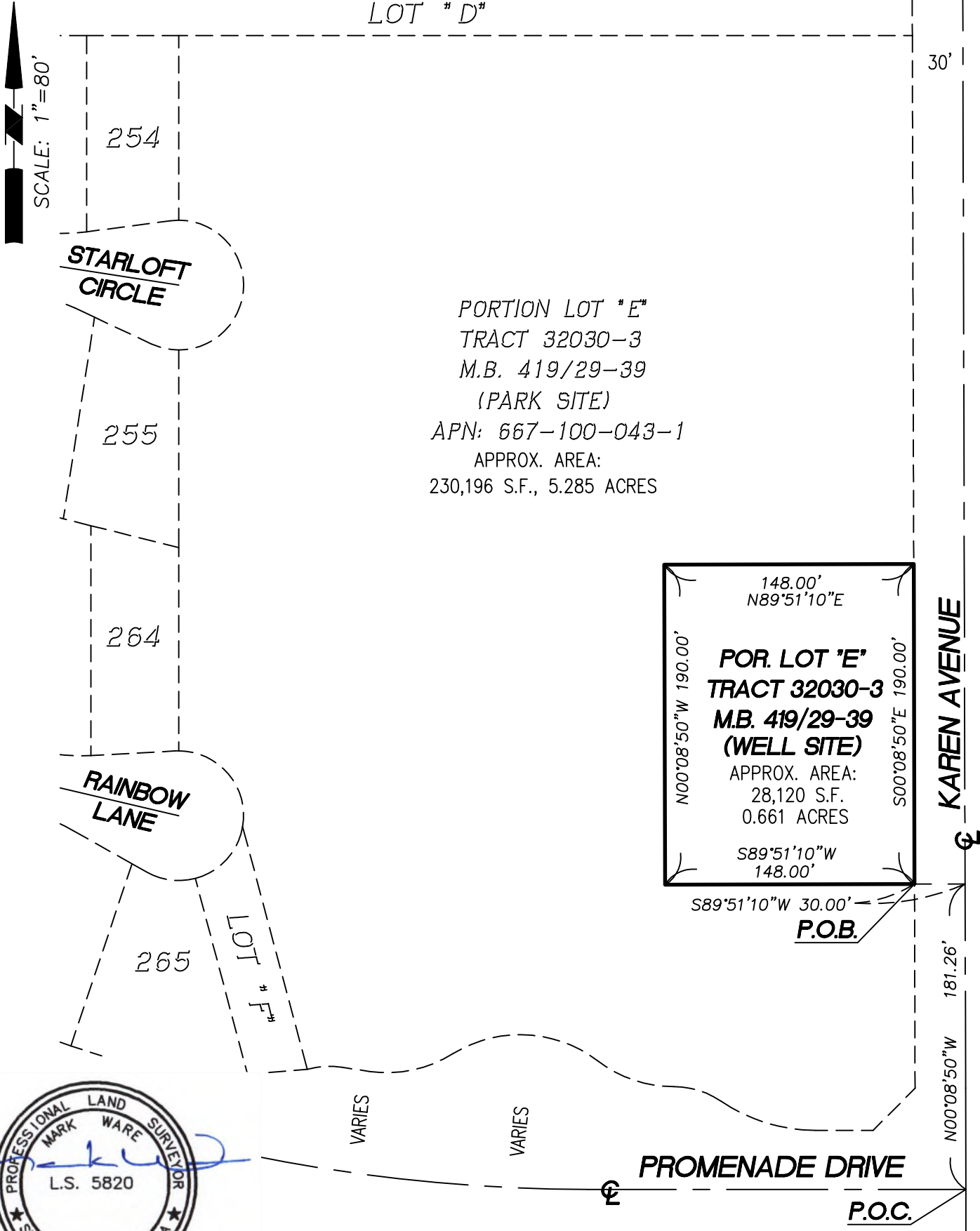


DATE 11-04-23

# EXHIBIT "B"

SKETCH TO ACCOMPANY LEGAL DESCRIPTION

LOT "D"



PORTION LOT "E"  
 TRACT 32030-3  
 M.B. 419/29-39  
 (PARK SITE)  
 APN: 667-100-043-1  
 APPROX. AREA:  
 230,196 S.F., 5.285 ACRES

148.00'  
 N89°51'10"E  
**POR. LOT "E"**  
**TRACT 32030-3**  
**M.B. 419/29-39**  
**(WELL SITE)**  
 APPROX. AREA:  
 28,120 S.F.  
 0.661 ACRES  
 S89°51'10"W  
 148.00'

N00°08'50"W 190.00'

S00°08'50"E 190.00'

S89°51'10"W 30.00'

P.O.B.

KAREN AVENUE

181.26'

N00°08'50"W

PROMENADE DRIVE

P.O.C.

VARIES

VARIES

SCALE: 1"=80'



# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** MAY 16 & 20, 2024

**FROM:** WILLIAM WHITTEN – BUSINESS ANALYST

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




---

## RESOLUTION 2024-10: GRANT APPLICATION FOR PLANNING OF WEST PALM SPRINGS VILLAGE – PALM SPRINGS CREST WATER SYSTEMS BACKUP INTERTIE PROJECT

---

### STAFF RECOMMENDATION

Board adoption of Resolution No. 2024-10, approving the submission of an application for grant funding for the preliminary planning of the West Palm Springs Village – Palm Springs Crest Water Systems Backup Intertie Project.

### SUMMARY

This grant from the Bureau of Reclamation offers up to \$400,000 for designing and planning the West Palm Springs Village – Palm Springs Crest Water Systems Backup Intertie. Mission Springs Water District qualifies for a 0% cost-share due to the project's benefits for the Whitewater area, which is considered a disadvantaged community. It aims to boost resiliency and reliability by connecting the two water systems, offering mutual backup to mitigate potential well failures and operational disruptions.

### ANALYSIS

Staff recognizes the vulnerability of relying solely on the limited number of wells within the two systems in the Whitewater area. They deem it essential to establish a backup intertie between the systems as will be outlined in the District's master plan. This interconnection will ensure water supply continuity, mitigate service interruptions, and minimize impact on residents and the community.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

The preliminary planning phase of this project totals \$287,000. If awarded, the District could receive up to the full amount from the Bureau of Reclamation. This action is consistent with the goal of Strategic Plan Smart Goal 4.3 – Maintain and renew assets while facilitating strategic Capital Improvements and is part of Smart Goal 4.3.5 – Building a connection to the main MSWD system.

### ATTACHMENTS

WaterSMART Planning Project Design NOFO  
Resolution 2024-10

FINANCIAL DATA		
Cost Associated with this action:		\$0
Current FY cost:		\$0
Future FY cost:		\$287,000
Is it covered in current year budget:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:		N/A
FUNDING SOURCES		
Source of funds:	Operating	
BID/Job#	TBD	
Current BID/Job balance	TBD	
Balance remaining if approved:	TBD	



— BUREAU OF —  
RECLAMATION

**Notice of Funding Opportunity No. R23AS00109**

# **WaterSMART Planning and Project Design Grants for Fiscal Year 2023 and Fiscal Year 2024**







## Mission Statements

The U.S. Department of the Interior protects and manages the Nation's natural resources and cultural heritage; provides scientific and other information about those resources; and honors its trust responsibilities or special commitments to Tribal Nations, Alaska Natives, and affiliated Island Communities.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

**Cover photo** – Rio Grande, New Mexico (Reclamation/Alex Stephens).

# Synopsis

<b>Federal Agency Name:</b>	Department of the Interior, Bureau of Reclamation, Water Resources and Planning Office
<b>Funding Opportunity Title:</b>	WaterSMART Planning and Project Design for Fiscal Year (FY) 2023 and FY 2024
<b>Announcement Type:</b>	Notice of Funding Opportunity (NOFO)
<b>Funding Opportunity Number:</b>	R23AS00109
<b>Catalog of Federal Domestic Assistance (CFDA) Number:</b>	15.507 and 15.514
<b>Dates:</b> (See NOFO Sec. D.4)	<p>This NOFO covers two application submittal periods.</p> <p>Proposals received prior before Tuesday, October 17, 2023, at 4:00 p.m. Mountain Daylight Savings Time will be considered for FY 2023 funding.</p> <p>Proposals received after October 17, 2023 and before May 21, 2024, at 4:00 p.m. Mountain Daylight Savings Time will be considered for FY 2024 funding, contingent on appropriations.</p>
<b>Eligible Applicants:</b> (See NOFO Sec. C.1)	<p>Applicants eligible to receive financial assistance to fund activities under this NOFO include:</p> <p><b><u>Water Strategy Grants and Project Design Grants</u></b></p> <p><b>Category A applicants:</b> States, Tribes, irrigation districts, and water districts; State, regional, or local authorities, the members of which include one or more organizations with water or power delivery authority; and other organizations with water or power delivery authority.</p> <p>All applicants must be located in one of the following States or territories: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, the Virgin Islands, and Puerto Rico.</p> <p><b>Category B applicants:</b> Nonprofit conservation organizations that are acting in partnership with, and with the agreement of, an entity described in Category A. All Category B applicants must be located in the United States or the specific territories identified above. Category B applicants must include with their application a letter from the Category A partner stating that the Category A partner: (1) is acting in partnership with the applicant; (2) agrees to the submittal and content of the application; and (3) intends to participate in the project in some way, for example, by providing</p>

	<p>input, feedback, or other support for the project.</p> <p><b><u>Drought Contingency Planning</u></b></p> <p>A State, Tribe, irrigation district, water district, or other organization with water or power delivery in one of the following states or territories: Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, or the Virgin Islands.</p>
<b>Recipient Cost-Share:</b> (See NOFO Sec. C.2)	0 percent, 25 percent or 50 percent, depending on the project type
<b>Federal Funding Amount:</b> (See NOFO Sec. B.1)	Up to \$400,000 per application for projects that can be completed within 3 years
<b>Estimated Number of Agreements to be Awarded:</b> (See NOFO Sec. B.1)	Approximately \$35,000,000 is available under this program. Approximately 60-70 projects, contingent on appropriations.
<b>Intergovernmental Review:</b> (See NOFO Sec. D.5)	An intergovernmental review may be required for application submissions from a U.S. state or local government prior to submission. Applicants must contact their State's Single Point of Contact (SPOC) to comply with the state's process under Executive Order 12372. <a href="http://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf">www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf</a>



# Application Checklist

The following table contains a summary of the information that you are required to submit with your application.

✓	<b>Mandatory Application Components:</b>	<b>Page</b>
	Mandatory Federal forms: <ul style="list-style-type: none"> <li>• SF-424: Application for Federal Assistance (Office of Management and Budget (OMB))</li> <li>• SF-424A: Budget Information - Non-Construction Programs (OMB) <b>OR</b> SF-424C: Budget Information - Construction Programs (OMB)</li> <li>• SF-424B: Assurances - Non-Construction Programs (OMB) <b>OR</b> SF-424D: Assurances - Construction Programs (OMB)</li> </ul>	20
	Unique Entity Identifier (UEI) and System for Award Management (SAM) registration	27
	Technical Proposal (Use Project Narrative Attachment Form to upload in Grants.gov)	20
	Budget Narrative (Use Budget Narrative Attachment Form to upload in Grants.gov)	23
✓	<b>Recommended Application Components:</b>	<b>Page</b>
	Environmental and cultural resources compliance	23
	Required Permits and Approvals	23
	Overlap or duplication of effort statement	24
	Conflict of interest disclosure statement	24
	Uniform audit reporting statement	25
	SF-LLL: Disclosure of Lobbying Activities (required, if applicable)	25
	Letters of Support	25



# Acronyms and Abbreviations

ASAP	Automated Standard Application for Payments
ARC	Application Review Committee
CE	Categorical Exclusion
CEC	Categorical Exclusion Checklist
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CWA	Clean Water Act
CWMP	Cooperative Watershed Management Program
Department	U.S. Department of the Interior (also DOI)
DUNS	Data Universal Numbering System
EA	Environmental Assessment
EIN	Employer Identification Number
EIS	Environmental Impact Statement
E.O.	Executive Order
ESA	Endangered Species Act
FAIN	Federal Award Identification Number
FAPIS	Federal Award Performance Integrity Information System
FGDC	Federal Geospatial Data Committee
FOIA	Freedom of Information Act
FONSI	Finding of No Significant Impact
FY	fiscal year
GIS	Geographic information system
IBC	Interior Business Center
IRA	Inflation Reduction Act
MDT	Mountain Daylight Time
NAICS	North American Industry Classification System
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOAA	National Oceanic and Atmospheric Administration
NOFO	Notice of Funding Opportunity



NRCS	Natural Resources Conservation Service
OMB	Office of Management and Budget
P.L.	Public Law
PSC	Product Service Code
Reclamation	Bureau of Reclamation
SAM	System for Award Management
SECURE	Science and Engineering to Comprehensively Understand and Responsibly Enhance
SF	Standard Form
SPOC	Single Point of Contact
UEI	Unique Entity Identifier
U.S.C.	United States Code
USACE	United States Army Corp of Engineers
USDA	United States Department of Agriculture
USFWS	United States Fish and Wildlife Service
West	Western United States

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# Section A: Funding Opportunity Description

## A.1 Authority

This Notice of Funding Opportunity (NOFO) is issued under the authority of Section 9504(a) of the Science and Engineering to Comprehensively Understand and Responsibly Enhance (SECURE) Water Act, Subtitle F of Title IX of the Omnibus Public Land Management Act of 2009, Public Law (P.L.) 111-11 (42 United States Code [U.S.C.] §10364), as amended, Title I of the Reclamation States Emergency Drought Relief Act of 1991 (Public Law [P.L.] 102-250, 43 United States Code [U.S.C.] Section 2201, et seq.), as amended, Consolidated Appropriations Act, 2021; P.L. 116-260, Section 40907 (“Multi-Benefit Projects to Improve Watershed Health”) of the Bipartisan Infrastructure Law (BIL) (also known as the Infrastructure Investment and Jobs Act), P.L. 117-58, and P.L. 117-169, Section 50231 (“Bureau of Reclamation Domestic Water Supply Projects”).

## A.2 Background and Program Requirements

The U.S. Department of the Interior’s (Department) WaterSMART (Sustain and Manage America’s Resources for Tomorrow) Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations in support of the Department’s priorities. Through WaterSMART, the Bureau of Reclamation (Reclamation) leverages Federal and non-Federal funding to work cooperatively with States, Tribes, and local entities as they plan for and implement actions to increase water supply sustainability through investments in existing infrastructure and attention to local water conflicts. WaterSMART provides support for priorities identified in Presidential Executive Order 14008: Tackling the Climate Crisis at Home and Abroad (E.O. 14008) and aligned with other priorities, such as those identified in Presidential Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government (E.O. 13985). The WaterSMART Planning and Project Design Grants (Planning and Project Design Grants) also support the goals of the Interagency Drought Relief Working Group established in March 2021 and the National Drought Resiliency Partnership. These grants will advance the Biden-Harris Administration’s Justice40 Initiative. Established by E.O. 14008, the Justice40 Initiative has it made it a goal that 40 percent of the overall benefits of certain federal investments flow to disadvantaged communities. Federal agencies are using the Climate and Economic Justice Screening Tool to help identify disadvantaged communities.<sup>1</sup>

<sup>1</sup> For more information, see E.O. 14008, Tackling the Climate Crisis at Home and Abroad (Jan. 27, 2023), <https://www.federalregister.gov/documents/2021/02/01/2021-02177/tackling-the-climate-crisis-at-home-and-abroad>; Justice40 Initiative, <https://www.whitehouse.gov/environmentaljustice/justice40/>; Addendum to the Interim Implementation Guidance for the Justice40 Initiative, M-21-28, on using the Climate and Economic Justice Screening

Drought conditions across the West impact a wide range of communities and sectors, including agriculture, cities, Tribes, the environment, recreation, hydropower producers, and others. The Western United States (West) is experiencing its worst drought this century—historic in both duration and severity—threatening to kill crops, spark wildfires, and harm public health. As of January 2023, the U.S. Drought Monitor indicates that more than 63% of the land in the 17 Western states is in moderate to exceptional drought conditions, and nearly 34% of the area is experiencing severe to exceptional drought. Through WaterSMART, Reclamation provides financial assistance to water managers for projects that seek to conserve and use water more efficiently and accomplish other benefits that contribute to sustainability in the West.

Through Planning and Project Design Grants, Reclamation provides funding for collaborative planning and design projects to support water management improvements. This includes funding for: (1) Water Strategy Grants to conduct planning activities to improve water supplies (e.g., water supplies to disadvantaged communities that do not have reliable access to water, water marketing, water conservation, drought resilience, and ecological resilience); (2) Project Design Grants to conduct project-specific design for projects to improve water management; and (3) comprehensive Drought Contingency Plans. Note that funding to develop a water marketing strategy – formerly funded through Water Marketing Strategy Grants, a stand-alone funding opportunity under WaterSMART - is now available through (1) Water Strategy Grants.

With the passage of the Inflation Reduction Act, Reclamation is able to offer an opportunity that provides up to 100 percent of the cost for the planning or design of domestic water supply projects that benefit disadvantaged communities or households that do not have reliable access to domestic water supplies. Tribes, insular areas (American Samoa, Guam, the Northern Mariana Islands, and the Virgin Islands), and other disadvantaged communities are encouraged to reach out to the Program Coordinator contact in Section G – Federal Awarding Agency Contacts, to learn more about this opportunity. If your project is selected, technical assistance from Reclamation staff may be available for your project (see Section B.6 – Technical Assistance).

### **A.3 Notice of Funding Opportunity Purpose and Objectives**

The objective of this Notice of Funding Opportunity (NOFO) is to invite eligible applicants (*Section C.1. Eligible Applicants*) to leverage their money and resources by cost sharing with Reclamation on the projects described below.

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Tool (CEJST), M-23-09, (Jan. 27, 2023), [https://www.whitehouse.gov/wp-content/uploads/2023/01/M-23-09\\_Signed\\_CEQ\\_CPO.pdf](https://www.whitehouse.gov/wp-content/uploads/2023/01/M-23-09_Signed_CEQ_CPO.pdf).

<b>Funding Opportunity Summary Table</b>	
<i>This table provides a brief summary of the projects funded under this NOFO. For more detailed information regarding applicant eligibility see Section C.1.1 – Eligible Applicants and Section C.2 Cost Sharing Requirements for a more detailed description of cost-share requirements, including exemptions and waivers where applicable.</i>	
<b>Water Strategy Grants</b> (see Section C.4.1 - Water Strategy Grants)	
Eligible Projects:	Projects to conduct planning to support water supply and management solutions (e.g., domestic water supply projects for disadvantaged communities, water marketing, water conservation, drought resilience, and ecological resilience) (see Section C.4.1 - Water Strategy Grants)
Non-Federal Cost Share:	0, 25 or 50%
<b>Project Design Grants</b> (see Section C.4.2 – Project Design Grants)	
Eligible Projects:	Projects to conduct project-specific design for projects to improve water management or water supplies.
Non-Federal Cost Share:	0, 25 or 50%
<b>Drought Contingency Planning</b> (see Section C.4.3 – Drought Contingency Planning)	
Eligible Projects:	Proposals to develop a new or update an existing Drought Contingency Plan
Non-Federal Cost Share:	50%

## A.4 Other Related Funding Opportunities

**WaterSMART Drought Resiliency Project Grants.** Reclamation provides funding on a 50/50 cost share basis for projects that will increase the reliability of water supplies or improve water management to build long term resilience to drought and are supported by an existing drought contingency plan. Typical projects include:

- Projects that will increase the flexibility of water conveyance and deliveries, facilitating access to water supplies in times of drought.
- Projects that enable the capture or storage of additional water supplies that can be made available during drought.
- Projects that develop alternative water supplies to build resiliency to the impacts of drought.

- Domestic water supply projects of which the primary purpose is to provide domestic water supplies to Tribal or disadvantaged communities that do not have reliable access to water supplies
- Aquifer storage and/or recovery projects that are to be used for supplemental supplies during times of drought, to serve communities that are or are potentially facing a public health crisis due to a lack of potable water, or to recover previously recharged/stored water.

For information on the Drought Resiliency Projects, visit the WaterSMART Program website at <https://www.usbr.gov/drought/projects.html>.

**WaterSMART Grants: Water and Energy Efficiency Grants.** Financial assistance is provided on a 50/50 cost share basis for the construction of projects that conserve and use water more efficiently; increase the production of hydropower; mitigate conflict risk in areas at a high risk of future water conflict; and accomplish other benefits that contribute to water supply reliability in the West. Typical projects include:

- Projects that line or pipe canals, resulting in conserved water
- Projects that install meters, resulting in measurable water savings.
- Projects that improve measurement accuracy and result in reduced spills and over-deliveries to irrigators including Supervisory Control and Data Acquisition and Automation (SCADA).

For information on the Water and Energy Efficiency Grants, visit the WaterSMART Program website at [www.usbr.gov/watersmart/weeg/index.html](http://www.usbr.gov/watersmart/weeg/index.html).

**WaterSMART Small-Scale Water Efficiency Projects.** Financial assistance is provided on a 50/50 cost share basis for small-scale water management projects (up to \$100,000 in Federal funding for each project) that have been identified through previous planning efforts. Typical project types are the same as those funded through the WaterSMART Grants, listed immediately above. Reclamation has developed a streamlined selection and review process to reflect the small-scale nature of these projects.

For information on the Small-Scale Water Efficiency Projects, visit the WaterSMART Program website at [www.usbr.gov/watersmart/swep/index.html](http://www.usbr.gov/watersmart/swep/index.html).

**WaterSMART Environmental Water Resources Projects.** Financial assistance is provided on a cost share basis (either 50% or 75% Federal cost share) for water conservation, water management, and restoration projects that provide significant benefits to ecological values or watershed health. Typical projects include:

- Watershed management or restoration projects influencing water temperature or improving the timing or volume of available flows at particular locations to improve aquatic conditions.

- Riparian restoration, including bank and instream restoration through revegetation, or low-tech, process-based restoration, to create habitat for fish and wildlife, reduce erosion, improve groundwater recharge and benefit other ecological values.
- Upgrades to water conveyance or diversion technology that reduce water loss, ensuring more water for instream flows, or upgrades that allow for improved fish passage.
- Restoring natural wetlands, constructing new, or improving existing wetlands for treatment of irrigation water or stormwater flows, or improving other natural features to reduce water supply and demand imbalances or the risk of drought or flood.
- Water management or restoration projects to restore a natural feature or a nature-based feature to reduce water supply and demand imbalances or the risk of drought or flooding.

For information on the Environmental Water Resources Projects, visit the WaterSMART Program website at [www.usbr.gov/watersmart/ewrp/index.html](http://www.usbr.gov/watersmart/ewrp/index.html).

**WaterSMART Cooperative Watershed Management Program.** Reclamation provides funding to watershed groups to encourage diverse stakeholders to form local solutions to address their watershed management needs. Reclamation provides funding through Phase I of the Cooperative Watershed Management Programs for watershed group development, restoration planning, and watershed management project design.

For information on the Cooperative Watershed Management Program, visit the WaterSMART Program website at [www.usbr.gov/watersmart/cwmp/index.html](http://www.usbr.gov/watersmart/cwmp/index.html).

**WaterSMART Aquatic Ecosystem Restoration Projects.** Reclamation provides funding on a 65/35 cost share basis for the study, design, and construction of projects that restore or protect aquatic ecosystems. Projects benefit aquatic ecosystems across multiple basins, build habitat and systems resiliency, support threatened and endangered species, and provide broad environmental benefits.

For information on the Aquatic Ecosystem Restoration Program, visit the WaterSMART Program website at [www.usbr.gov/watersmart/aquatic/index.html](http://www.usbr.gov/watersmart/aquatic/index.html).

**Native American Affairs Technical Assistance Program.** Reclamation’s Native American Affairs Technical Assistance Program provides technical assistance to assist Indian Tribes to develop, manage, and protect their water and related resources. Cost sharing is not required and technical assistance requests must satisfy “Program Criteria.” Proposals are solicited via notices of funding opportunity, and successful proposals approved for funding can be found on Reclamation’s website at the address below.

For information on the Native American Affairs Program Technical Assistance Program, visit [www.usbr.gov/native/programs/TAPprogram.html](http://www.usbr.gov/native/programs/TAPprogram.html).



**Inflation Reduction Act Section 50231.** A request for proposals from the Native American and International Affairs Office will be circulated in 2023 to solicit project proposals for planning, design, or construction of water projects to provide domestic water supplies to disadvantaged

For information on the funding opportunities listed above, visit the WaterSMART Program website at [www.usbr.gov/waterSMART](http://www.usbr.gov/waterSMART) or the Native American Affairs Program Technical Assistance Program website at [www.usbr.gov/native/programs/TAPprogram.html](http://www.usbr.gov/native/programs/TAPprogram.html) communities or households that do not have reliable access to domestic water supplies.

## Section B: Award Information

### B.1 Total Funding

This NOFO will allocate available program funds including fiscal year (FY) 2023 and FY 2024 enacted appropriations for WaterSMART Grants and the Drought Response Program, and funding available under the Bipartisan Infrastructure Law (BIL), P.L. 117-58 in FY 2023 or FY 2024, or future years. This NOFO will also be used to allocate BIL funding for projects that will improve the condition of a natural feature or nature-based feature, for multi-benefit projects to improve watershed health under Section 40907 of the BIL, and to allocate funding for domestic water supply projects for disadvantaged communities under the Inflation Reduction Act of 2022, P.L. 117-169, Section 50231.

The amount of funding available for awards under this NOFO will depend on the demand for funding under this and other WaterSMART programs. Any awards are subject to a determination by Reclamation that appropriations, IRA, and/or BIL funds are available. Applications submitted under this NOFO may also be considered if other funding becomes available in FY 2023, FY 2024, or subsequently.

### B.2 Expected Award Amount

*Water Strategy and Project Design Grants:*

*Maximum Award: \$400,000.00*

*Minimum Award: \$100,000.00*

*Drought Contingency Planning:*

*Maximum Award: \$400,000.00*

*Minimum Award: \$25,000.00*

Information regarding multiple applications and restrictions on total award amounts under this funding opportunity can be found in C.3.1 Application and Award Limitations.

### B.3 Anticipated Award Funding and Dates

This NOFO covers two application periods.

For applications submitted by the **October 17, 2023** deadline:

*Anticipated Award Date:* July 1, 2024

*Anticipated Project Completion Date:* June 30, 2027

For applications submitted by the **May 21, 2024** deadline:

*Anticipated Award Date:* April 1, 2025

*Anticipated Project Completion Date:* March 31, 2028

## **B.4 Number of Awards**

Approximately 60 to 70 awards will be awarded under this NOFO, depending on the amount requested by each applicant and the amount of Federal funding available.

## **B.5 Type of Award**

### **B.5.1 Water Strategy Grants and Project Design Grants**

Project awards for Water Strategy Grants and Project Design Grants will be made through grants or cooperative agreements as applicable to each project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project:

- Collaboration and participation with the successful applicant in the management of the project and close oversight of the successful applicant's activities to ensure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

### **B.5.2 Drought Contingency Planning**

Project awards for Drought Contingency Planning will be made through cooperative agreements. Recipients should expect Reclamation to have substantial involvement in the project. Substantial involvement by Reclamation will include:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient's activities to ensure that the program objectives are being achieved.
- Oversight will include review, input, and approval at key interim stages of the plan, including input regarding the composition of the Drought Planning Task Force (Task Force), review and acceptance of detailed work plans, and review of the Drought Contingency Plan for conformance to program goals and objectives.

While the application is for the entire drought contingency planning process, if selected for award, the cooperative agreement for the project will consist of two phases:

- Phase I for the establishment of a Task Force and development of a Detailed Work Plan (includes Communication and Outreach Plan) and
- Phase II for the plan development.

Initially, the cooperative agreement will be limited to Phase I activities and will only obligate the Federal share of the estimated costs for the completion of these activities. In addition, the initial period of performance for the cooperative agreement will be limited to the time necessary to complete Phase I activities (generally six months). Reclamation will work closely with the recipient to develop a detailed work plan that will meet program requirements. After the detailed work plan is reviewed and accepted by Reclamation, the agreement will be modified to incorporate the costs of Phase II activities, obligate the remaining Federal funds, and extend the period of performance.

## B.6 Technical Assistance

By request, Reclamation can provide technical assistance **after** award of the project. If you plan to receive Reclamation's assistance, you must account for these costs in your budget. Technical assistance should be discussed with Reclamation staff prior to applying. To discuss available assistance and these costs, contact the Program Coordinator identified in *Section G. Agency Contacts*.



## Section C: Eligibility Information

### C.1 Eligible Applicants

Applicants eligible to receive an award under this Funding Opportunity are described below.

Note: Applicant eligibility varies by project category; therefore, please carefully review applicant eligibility for the project category in which you are applying.

#### C.1.1 Water Strategy Grants and Project Design Grants

##### C.1.1.1 *Category A Applicants*

- States, Tribes, irrigation districts, and water districts;
- State, regional, or local authorities, the members of which include one or more organizations with water or power delivery authority; and
- Other organizations with water or power delivery authority.

All applicants must also be located in the West or Territories as identified in the Reclamation Act of June 17, 1902, as amended and supplemented; specifically: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, the Virgin Islands, or Puerto Rico.

##### C.1.1.2 *Category B Applicants*

Nonprofit conservation organizations that are acting in partnership with, and with the agreement of, an entity described in Category A. All Category B applicants must be located in the United States or the specific Territories identified in Section C.1.1.1 above.

Category B applicants should include with their application a letter from the Category A partner stating that the Category A partner:

- 1) Is acting in partnership with the applicant;
- 2) Agrees to the submittal and content of the application; and
- 3) Intends to participate in the project in some way, for example, by providing input, feedback, or other support for the project.

Note: Partners do not necessarily need to contribute cost share funding.

### C.1.2 Drought Contingency Planning Applicants

A State, Tribe, irrigation district, water district, or other organization with water or power delivery in one of the following states or territories: Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, or the Virgin Islands.

To be eligible under this NOFO for a Drought Contingency Plan, applicants must participate in a technical consultation with Reclamation Drought Coordinator before developing a proposal. During this technical consultation, the Reclamation Drought Coordinator will discuss Drought Response Program objectives, the six required elements of a drought plan or plan update (as outlined in Attachment 3), planning steps, and eligible tasks. The technical consultation will provide interested applicants an opportunity to ask questions about the Drought Response Program and ensure that applicants are applying under the proper NOFO project task. Reclamation reserves the right to remove an application from consideration if a technical consultation was not completed. To schedule a technical consultation, contact the program coordinator identified in *Section G. Agency Contacts*.

### C.1.3 Ineligible Applicants

Those **not eligible** include, but are not limited to, the following entities:

- Federal Governmental entities
- Individuals
- Institutes of higher education

## C.2 Cost Sharing Requirements

Applicant cost-share requirements for projects funded under this NOFO will be 0 percent, 25 percent or 50 percent of the total project costs, depending on the project type. The total project cost is defined as the total allowable costs incurred under a Federal award and all required cost share and voluntary committed cost share contributions, including third-party contributions.

- Water Strategy Grants and Project Design Grants with Ecological Benefits-Projects that meet the requirements described in Section C.2.1 Water Strategy Grants and Project Design Grants, applicants must be capable of cost sharing 25 percent or more of the total project costs.
- Proposals for the planning or design of projects the purpose of which is to provide domestic water supplies to disadvantaged communities may be eligible for 0% non-Federal cost share (see P.L. 117-169, Section 50231).
- For all other projects, applicants must be capable of cost sharing 50 percent or more of the total project costs.

- Drought Contingency Plans: In exceptional circumstances and upon request of the applicant, Reclamation may reduce or waive the non-Federal cost share requirement, if an overwhelming Federal interest and a significant financial need are identified. The criteria used by Reclamation to evaluate requests to reduce or waive the non-Federal cost share requirement are set forth in Attachment 3.

**Note: Cost-sharing requirements are not applicable to American Samoa, Guam, the Northern Mariana Islands, or the Virgin Islands.**

Cost share may be made through cash, costs contributed by the applicant, or third-party in-kind contributions. Third-party in-kind contributions include the value of non-cash contributions of property or services that benefit the federally assisted project and are contributed by non-Federal third parties, without charge. Cost-share funding from sources outside the applicant's organization (e.g., loans or state grants) should be secured and available to the applicant prior to award. Please see *Section D.2.2.12 Official Resolution* and *Section D.2.2.13 Letters of Commitment* for more information regarding the documentation required to verify commitments to meet cost sharing requirements.

Other sources of Federal funding may not be counted towards the required cost share. The exception to this requirement is where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs, such as awards to tribal organizations under P.L. 93-638, as amended. *If it is determined that the Federal funding cannot be applied towards the non-Federal cost share, the work associated with the funding may be removed from the proposed project.*

### **C.2.1 Water Strategy Grants and Project Design Grants for Domestic Water Supply Projects**

A non-Federal cost share or match is not required for Water Strategy Grants and Project Design Grants projects for the primary purpose of providing domestic water supplies to Tribes or disadvantaged communities or households that do not have reliable access to domestic water supplies **AND** are located in Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, or the Virgin Islands.

To be eligible for up to a 100% Federal share, the primary purpose of the project must be to increase domestic water supply reliability. Generally, 'domestic water supplies' include potable and non-potable water used for indoor and outdoor residential uses. If you are requesting this increased Federal share, please include the following information as an attachment to your proposal:

- Area that is considered a disadvantaged community: Please include a map of the service area that indicates which sections are disadvantaged communities as classified on the Climate and Economic Justice Screening Tool, <https://screeningtool.geoplatform.gov/>.



- Describe the domestic water supply usages within the service area. Please provide support for your response.
- Reliability of existing domestic water supplies: In order to be eligible for this cost share, applicants must demonstrate that existing domestic water supplies are unreliable. Please explain and provide support. For example, evidence of past shortfalls, restrictions, unsafe water quality, etc.

### **C.2.2 Water Strategy Grants and Project Design Grants with Ecological Benefits**

Water Strategy Grants and Project Design Grants projects with primarily ecological benefits that also meet the requirements listed in this section are eligible for up to 75 percent Federal cost-share contribution. To qualify for this cost-share, the application must demonstrate that the project a) increases water supply reliability for ecological benefits (e.g., projects that benefit plant and animal species; fish and wildlife habitat; riparian areas; ecosystems; commercial, recreational, subsistence, or Tribal ceremonial fishing; and river-based recreation, which are supported by rivers, streams, or other water sources, or that are directly influenced by water resources management.); b) is being developed as part of a collaborative planning process that included consideration of ecological benefits (note: if this project represents the applicants' initial planning effort, the applicant may refer to an existing local, state or regional plan with a nexus to the project to satisfy this requirement). This does not exclude projects expected to result in benefits to multiple sectors, such as projects or project components that benefit ecological values AND agricultural, municipal, tribal, or recreational water uses.

Applications who meet these requirements must be capable of cost sharing **25 percent (25%) or more** of the total project costs. The total project cost is defined as the total allowable costs incurred under a Federal award and all required cost share and voluntary committed cost share contributions, including third-party contributions. ***For projects that do not meet the requirements necessary to qualify for 75 percent Federal cost-share contribution, applicants must be capable of cost sharing 50 percent or more of the total project costs.*** Applicants will be notified prior to selection if their project is being considered for award but does not qualify for the 75 percent Federal cost-share contribution. Such applicants will be given an opportunity to commit to a 50 percent non-Federal cost-share contribution or withdraw their application. The application review committee (see *Section E.2.2. Application Review Committee*) will determine whether each application qualifies for 75 percent Federal cost-share contribution based on responses to the evaluation criteria (see *Section E.1. Evaluation Criteria*).

### **C.2.3 Cost Share Regulations**

All cost-share contributions must meet the applicable administrative and cost principles criteria established in 2 Code of Federal Regulations (CFR) Part 200, available at [www.ecfr.gov](http://www.ecfr.gov).

### **C.2.4 Third-Party In-Kind Contributions**

Third-party in-kind contributions may be in the form of equipment, supplies, and other expendable property, as well as the value of services directly benefiting and specifically identifiable to the proposed project. Applicants may not include as part of their cost-share for

projects funded under this NOFO the cost or value of third-party in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds. Applicants should refer to 2 CFR §200.434 *Contributions and donations* for regulations regarding the valuation of third-party in-kind contributions.

## C.3 Other

### C.3.1 Application and Total Funding Limitations

Multiple applications for funding may be submitted for consideration; however, an applicant may not submit more than one proposal for each eligible project category identified below. For example, an applicant may submit proposals for a Water Strategy Grant, Project Design Grant, and Drought Contingency Planning; however, an applicant cannot submit two proposals under the Water Strategy Grants category. In general, no more than \$1,200,000 will be awarded per FY to any one applicant under this NOFO. However, a Category B applicant may receive funding up to \$2,000,000 total if each project includes a different Category A partner.

### C.3.2 Excluded Parties

Reclamation conducts a review of the [SAM.gov Exclusions database](#) for all applicant entities and their key project personnel prior to award and ineligibility condition apply to this Federal program. If entities or key project personnel are identified in the [SAM.gov Exclusions database](#) as ineligible, prohibited/restricted or otherwise excluded from receiving Federal contracts, certain subcontracts, and certain Federal assistance and benefits, Reclamation cannot award funds to them.

## C.4 Eligible Projects

Although projects will be scored using the same evaluation criteria (see Section E.1. Evaluation Criteria), projects within each of the Task areas identified below will be ranked separately to ensure fairness.

### C.4.1 Task A: Water Strategy Grants

The objective of the Water Strategy Grants program is to leverage money and resources by cost sharing with Reclamation for initial, or early-stage planning activities, including outreach and collaboration, technical analyses and assessments, project scoping activities to identify and prioritize potential implementation projects, and to develop a strategy document for water supply projects, water marketing activities, water management projects, and/or activities and river restoration activities, including planning projects to restore a natural feature or to use a nature-based feature to reduce water supply and demand imbalances or the risk of drought or flooding; and projects that otherwise mitigate against the impacts of climate change to fish and wildlife habitats. This includes planning projects that will provide benefits to multiple sectors, including projects that will benefit ecological values or watershed health AND agricultural, municipal,

Tribal, or recreation water uses. This also includes planning for the construction of domestic water supply projects for the primary purpose of providing domestic water supplies to communities or households that do not have reliable access to domestic water supplies. This can include the development of new supplies and/or associated infrastructure for treatment and delivery.

Proposals for Water Strategy Grants must address the required project components identified in Attachment 1, including the preparation of the strategy document. Projects may be scaled to meet the needs of the applicant and may build on work completed to date. *Note: Proposals may include measurements, monitoring, and fieldwork activities, the development or modification of decision support tools or development of databases and/or legal analyses activities; however, the costs of these activities are subject to the limitations described in Section D.6.2 Project Cost Restrictions and Attachment 1.*

While not a pre-requisite, Water Strategy Grants provide an opportunity to conduct planning and project scoping activities to prepare for future applications for funding for on-the-ground projects through WaterSMART (*see Section A.4. Other Related Funding Opportunities*).

Water Strategy Grants can also be used as a preliminary step in preparation for more advanced planning activities (e.g., a Drought Contingency Plan; a WaterSMART Basin Study([see Basin Studies | WaterSMART \(usbr.gov\)](https://www.usbr.gov/basin-studies/)); or an Aquatic Ecosystems Restoration Program Task A – Study and Design project). Note: for applicants interested in submitting an application in the future to complete an on-the-ground drought project under the Drought Resiliency Projects funding opportunity, preparation of a Drought Contingency Plan (*see Section C.4.2 Drought Contingency Planning*) will provide more direct support for your application and more points will be awarded in the criteria for Drought Resiliency Projects supported by a Drought Contingency Plan.

Proposals to develop a new or update an existing water strategy (e.g., a water marketing, management, or river restoration strategy) are eligible for funding under this NOFO.

***Additional information regarding project types eligible for funding under the Water Strategy Grants project category and eligible activities can be found in Attachment 1.***

#### **C.4.2 Task B: Project Design Grants**

The objective of the Project Design Grants is to leverage money and resources by cost sharing with Reclamation the final design of medium and large-scale on-the ground water supply construction (including domestic water supply projects for Tribes, insular areas, and disadvantaged communities), water management construction and restoration projects. For the purposes of this funding opportunity, medium and large-scale water management construction and restoration projects are those with construction/restoration costs of at least \$250,000 and above (total construction costs, including Federal and non-Federal funding) excluding design and permitting costs (*see Section A.4. Other Related Funding Opportunities*).

The Build America Buy America Act is a requirement specific to infrastructure projects, and applicants should consider Reclamation’s focus on advancing the objectives of using American-

made products and materials and building domestic manufacturing when initiating the planning and design of projects.

Prior to applying for a Project Design Grant, it is expected that applicants will have already performed some general planning work and preliminary studies that led to the identification of a specific location for project design. Project Design Grants should result in a final design package at a 60% design level (approximately), so that the design package can be used subsequently to apply for construction funding. In general, if you are seeking funding for multiple projects in one application the projects must be interrelated or closely related in scope and/or geography.

*Additional information regarding eligible activities for funding under the Project Design Grants project category can be found in Attachment 2.*

### **C.4.3 Task C: Drought Contingency Planning**

The WaterSMART Drought Response Program supports a proactive approach to drought by providing financial assistance to develop and update comprehensive drought plans (Drought Contingency Planning). Through this NOFO, Reclamation provides funding for planning that, when implemented, will increase water reliability and improve water management through the use of expanded technologies and improved modeling capabilities.

Proposals to develop a new Drought Contingency Plan, or to update to an existing plan are eligible for funding under this NOFO. Proposed projects submitted in response to this NOFO must be divided into two phases (Phase I and Phase II). The program requirements described here are intended to increase the transparency of the planning process, encourage collaboration and participation by interested stakeholders, and ensure that the Drought Contingency Plan will meet program requirements upon completion.

**Phase I:** This phase must include the Establishment of a Drought Planning Task Force, Development of a Detailed Work Plan, and Development of a Communication and Outreach Plan. Additional information regarding Phase I is described in Attachment 3.

**Phase II:** After the detailed work plan is reviewed and accepted by Reclamation, the planning lead designated by the applicant will then develop the plan or plan update including the required Drought Contingency Plan elements and must include each of the project components described on Attachment 3.

## **C.5 Ineligible Projects**

Proposals to develop planning studies other than those described in Section C.3.1 Water Strategy Grants and in Section C.3.2. – Drought Contingency Planning, are not eligible for funding under this NOFO. This includes proposals to develop appraisal investigations, system optimization reviews, feasibility studies, special studies, Basin Studies, water management and conservation. Projects for planning and project design that are eligible for funding under Reclamation’s Water Conservation and Field Studies Program, authorized under the Title XVI Water Recycling and

Reuse Program, through P.L.102-575, as amended (43 U.S.C. 390h et seq.), or under the Rural Water Program, pursuant to the Rural Water Supply Act of 2006, P.L.109-451.

### **C.5.1 Operations, Maintenance, and Replacement**

Proposals for the design of projects considered normal operations, maintenance, and replacement (OM&R) are ineligible for funding under this NOFO. OM&R is described as system improvements that replace or repair existing infrastructure or function without providing increased efficiency or effectiveness of water distribution over the expected life of the improvement. Examples of ineligible OM&R projects include:

- Replacing malfunctioning components of an existing facility with the same components
- Improving an existing facility to operate as originally designed
- Performing an activity on a recurring basis, even if that period is extended (e.g., 10-year interval)
- Sealing expansion joints of concrete lining because the original sealer or the water stops have failed
- Sealing cracks in canals and/or pipes, including those sealant projects intended to improve facilities with inherent design and construction flaws
- Replacing broken meters with new meters of the same type; and
- Replacing leaky pipes with new pipes of the same type.

Applicants that have questions regarding OM&R are encouraged to contact the Program Coordinator (see Section G. Agency Contacts) prior to the application deadline for further information.

### **C.5.2 Pilot Projects**

With the exception of pilot projects that are a component of a Water Strategy Grant, applications to conduct a pilot study to evaluate technical capability, economic feasibility, or viability for full-scale implementation or to test an unproven material or technology are not eligible for Federal funding under this NOFO.

### **C.5.3 On-Farm Improvements**

Proposals to design on-farm improvements are not eligible under this NOFO. Applicants interested in on-farm improvements should contact the U.S. Department of Agriculture (USDA) and Natural Resources Conservation Service (NRCS) to investigate opportunities for Federal assistance. For more information on NRCS programs, including application deadlines and a

description of available funding, please contact your local NRCS office or see [www.nrcs.usda.gov](http://www.nrcs.usda.gov) for further contact information in your area.

#### **C.5.4 Construction**

Proposals to complete on the ground construction are not eligible for funding under this NOFO.

#### **C.5.5 Projects Receiving Other Federal Financial Assistance**

Proposals for projects or activities that are funded under another Federal Financial Assistance agreement are not eligible for funding under this NOFO.



## Section D: Application and Submission Information

### D.1 Address to Request Application Package

This document contains all information, forms, and electronic addresses required to obtain the information required to submit an application. If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this NOFO by contacting the Reclamation Financial Assistance Contact identified in Section G.1 of this announcement.

### D.2 Content and Form of Application Submission

All applications must conform to the requirements described in this section.

#### D.2.1 Application Format and Length

The technical proposal and criteria section (defined below) shall be limited to a maximum of **20** consecutively numbered pages. If this section of the application exceeds **20** pages, only the first **20** pages will be evaluated. **The full application, including attachments, cannot exceed 125 pages. If the application exceeds 125 pages, only the first 125 pages will be considered in the evaluation.** The font shall be at least 12 points in size and easily readable. Page size shall be 8½ by 11 inches, including charts, maps, and drawings. Margins should be standard 1-inch margins. Oversized pages will not be accepted.

Applications will be prescreened for compliance to the above page number limitation. Excess pages will be removed and not considered in the evaluation of the proposed project.

#### D.2.2 Application Content

The application should include the items identified as Mandatory Application Components in the Application Checklist to be considered complete. To facilitate fair and timely reviews by the ARC, it is highly recommended that application packages be structured in the order identified in the Application Checklist.

Applications will be screened for completeness and compliance with the provisions of this funding opportunity. A complete application must include all the items identified as Mandatory Application Components in the Application Checklist. Any application which fails to include these items will be deemed ineligible and will not be considered for funding.



Following awards of funding, Reclamation may post successful applications on the Reclamation website, [www.usbr.gov/watersmart](http://www.usbr.gov/watersmart) after conducting any redactions determined necessary by Reclamation, in consultation with the successful applicant. See Section F.2.6. Freedom of Information Act.

#### **D.2.2.1 Mandatory Federal Forms**

The application must include the following standard Federal forms. Questions regarding forms should be referred to the Financial Assistance Point of Contact under Section G.1 “Reclamation Financial Assistance Contact.”

##### **SF-424: Application for Federal Assistance**

A fully completed SF-424: Application for Federal Assistance form signed by a person legally authorized to commit the applicant to performance of the project must be submitted with the application. The SF-424 must contain a valid Unique Entity Identifier (UEI). See D.3 for additional information. Applications that fail to include a SF-424 will be considered ineligible and will not pass initial screening.

If you request more than \$100,000 in Federal funding, you must certify that all statements in 43 CFR Part 18, Appendix A-Certification Regarding Lobbying are true. The Authorized Official’s signature on the appropriate SF-424, Application for Federal Assistance form represents the entity’s certification of the statements in 43 CFR Part 18, Appendix A.

*Failure to submit a signed SF-424 with a valid UEI number will result in the elimination of the application from further consideration.*

##### **SF-424A: Budget Information - Non-Construction Programs**

A fully completed SF-424A: Budget Information form must be submitted with the application.

##### **SF-424B: Assurances for Non-Construction Activities**

A SF-424B: Assurances for Non-Construction Programs form signed by a person legally authorized to commit the applicant to performance of the project must be submitted with the application.

#### **D.2.2.2 Technical Proposal Content**

Submission of a technical proposal (limited to 20 pages) is mandatory and must be received by the application deadline.

While an application will not be removed from consideration if the technical proposal does not address each of the following, it is highly recommended that applicants address each component listed below to ensure that your proposal is competitive.

### Title Page

Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, e-mail address, and telephone of the Project Manager.

### Table of Contents

List all major sections of the proposal in the table of contents.

### Executive Summary

The executive summary should include:

- The date, applicant name, city, county, and state.
- Indicate which task area you are applying under (Task A: Water Strategy Grant; Task B: Project Design Grant; or Task C: Drought Contingency Planning). Proposals for a Water Strategy Grant or Drought Contingency Planning Grant should clearly indicate if the proposal is the development of a new strategy or drought contingency plan or an update to an existing strategy or drought contingency plan.
- Indicate whether you are a Category A applicant, Category B applicant, or a Drought Contingency Planning applicant. If you are a Category B applicant, please briefly explain how you are acting in partnership with a Category A partner. Note: If you are a Category B applicant, you must include a letter from the Category A partner confirming that they are partnering with you and agree to the submittal and content of the application (see Section C.1. Eligible Applicants. See Section D.2.2.8. Letters of Support and Letters of Partnership for additional information regarding documentation requirements).
- A one-paragraph project summary that provides the location of the project, a brief description of the work that will be carried out, any partners involved, concerns in your project area, and how this project is expected to help alleviate impacts of those conditions, and identification of any planning documents that support the project. This information will be used to create a summary of your project for our website if the project is selected for funding.

*Example: Western Municipal Water District provides water and wastewater services to retail customers and wholesale agencies in western Riverside County, California, serving a population of over 880,000 people. The District will convene a local task force and develop a comprehensive Drought Contingency Plan that considers impacts to local water supplies and infrastructure that will help Western customers during the next drought. The planning area experienced a multi-year drought from 2014-2017. The District will leverage existing planning efforts such as its 1992 Drought Contingency Plan and 2015 Water Supply Shortage Contingency Plan. This drought plan will complement the WaterSMART Santa Ana Watershed Basin Study.*

- State the length of time and estimated completion date for the proposed project (month/year).

- Whether or not the proposed planning or design effort is focused on a Federal facility or will involve Federal land.

### **Project Location**

Provide specific information on the geographic location of the proposed planning area (e.g., watershed, basin, county) or location of the project being designed, including a map showing the geographic location. For example, [project name] is located in [county and state] approximately [distance] miles [direction, e.g., northeast] of [nearest town]. The project latitude is {##°##'N} and longitude is {###°##'W}.

### **Project Description**

Provide a more comprehensive description of the technical aspects of your project, including the specific activities to be accomplished and the approach to complete the work.

Proposals should address all project-specific requirements (e.g., planning steps, project components, design products to be developed). This section provides an opportunity for the applicant to provide a clear description of the technical nature of the project and to address any aspect of the project that reviewers may need additional information to understand.

*Please do not include your project schedule and milestones here; that information is requested in response to the Ability to Meet Program Requirements criterion described in Section E.1.3. In addition, please avoid discussion of the benefits of the project, which are also requested in response to evaluation criteria described in Section E.1. This section is solely intended to provide an understanding of the technical aspects of the project.*

*Please note, if the work for which you are requesting funding is a phase of a larger project, please only describe the work that is reflected in the budget and exclude description of other activities or components of the overall project. Please do not duplicate information.*

### **Evaluation Criteria**

Section E.1. Evaluation Criteria provides a detailed description of each criterion and sub-criterion and points associated with each. The evaluation criteria portion of your application should thoroughly address each criterion and sub-criterion in the order presented to assist in the complete and accurate evaluation of your proposal.

***Copying and pasting the evaluation criteria and sub-criteria in Section E.1. Technical Proposal: Evaluation Criteria into your applications is suggested to ensure that all necessary information is adequately addressed.***

#### **D.2.2.3 Project Budget**

The total project cost is the sum of all allowable items of costs, including all required cost sharing and voluntary committed cost sharing, including third-party contributions, that are necessary to complete the project. Please include the following chart (Table 1) to summarize all funding sources. Denote in-kind contributions with an asterisk (\*).

Table 1. —Summary of Non-Federal and Federal Funding Sources

FUNDING SOURCES	AMOUNT
<b>Non-Federal Entities</b>	
1.	\$
2.	\$
3.	\$
<b>Non-Federal Subtotal</b>	\$
<b>REQUESTED RECLAMATION FUNDING</b>	\$

Submission of a budget narrative is mandatory. The budget narrative provides detailed information on the items included in the budget Object Class Categories on the SF-424A. The budget narrative should clearly identify *all* items of cost (**total estimated project cost**), *including those that will be contributed as non-Federal cost share by the applicant (required and voluntary), third-party in-kind contributions, and those that will be covered using the funding requested from Reclamation*, and any requested pre-award costs. The types of information to describe in the narrative may include, but are not limited to, those identified in the Budget Narrative Guidance attached to this NOFO (Attachment A). Applicants may elect to use the Budget Detail and Narrative spreadsheet (Attachment B to this NOFO) for their budget narrative. Costs, including the valuation of third-party in-kind contributions, must comply with the applicable cost principles contained in 2 CFR Part 200, available at the electronic CFR ([www.ecfr.gov](http://www.ecfr.gov)).

**Please note: The Budget Narrative Attachment Form in Grants.gov is to be used to upload the budget proposal.**

*Failure to submit a budget narrative will result in the elimination of the application from further consideration.*

#### **D.2.2.4 Environmental and Cultural Resources Compliance**

If the project includes monitoring, measurement, or other field work, environmental and cultural resources compliance may be required. Proposals that include on the ground activities should answer the questions from *Section H.1. Environmental and Cultural Resource Considerations* in this section.

#### **D.2.2.5 Required Permits or Approvals**

You must state in the application whether any permits or approvals are required and explain the plan for obtaining such permits or approvals.

If a Project Design Grant proposal includes improvements to Federal facilities, Reclamation may also require additional reviews and approvals prior to implementation to ensure that any

necessary easements, land use authorizations, or special permits can be approved consistent with the requirements of 43 CFR Section 429 and that the development will not impact or impair project operations or efficiency.

#### **D.2.2.6 *Overlap or Duplication of Effort Statement***

Applicants should provide a statement that addresses if there is any overlap between the proposed project and any other active or anticipated proposals or projects in terms of activities, costs, or commitment of key personnel. If any overlap exists, applicants must provide a description of the overlap in their application for review.

Applicants should also state if the proposal submitted for consideration under this program does or does not in any way duplicate any proposal or project that has been or will be submitted for funding consideration to any other potential funding source—whether it be Federal or non-Federal. If such a circumstance exists, applicants must detail when the other duplicative proposal(s) were submitted, to whom (Agency name and Financial Assistance program), and when funding decisions are expected to be announced. If at any time a proposal is awarded funds that would be duplicative of the funding requested from Reclamation, applicants must notify the NOFO point of contact or the Program Coordinator immediately.

#### **D.2.2.7 *Conflict of Interest Disclosure Statement***

Per 2 CFR §1402.112, “Financial Assistance Interior Regulation” applicants should state in the application if any actual or potential conflict of interest exists at the time of submission. Submission of a conflict-of-interest disclosure or certification statement is mandatory prior to issue of an award.

#### **Applicability**

This section intends to ensure that non-Federal entities and their employees take appropriate steps to avoid conflicts of interest in their responsibilities under or with respect to Federal financial assistance agreements.

In the procurement of supplies, equipment, construction, and services by recipients and by sub recipients, the conflict-of-interest provisions in 2 CFR§200.318 apply.

#### **Notification**

Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the DOI awarding agency or pass-through entity in accordance with 2 CFR §200.112.

Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The successful applicant is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by sub recipients.

### **Restrictions on Lobbying**

Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR §18 and 31 USC §1352.

### **Review Procedures**

The Financial Assistance Officer will examine each conflict-of-interest disclosure on the basis of its particular facts and the nature of the proposed grant or cooperative agreement and will determine whether a significant potential conflict exists and, if it does, develop an appropriate means for resolving it. Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR §200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR §180).

#### **D.2.2.8 Uniform Audit Reporting Statement**

All U.S. states, local governments, federally recognized Indian Tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the [Federal Audit Clearinghouse's Internet Data Entry System](#). U.S. state, local government, federally recognized Indian Tribal governments, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the Employer Identification Number (EIN) associated with that report and state if it is available through the [Federal Audit Clearinghouse](#) website.

#### **D.2.2.9 SF-LLL: Disclosure of Lobbying Activities (if Applicable)**

If applicable, a fully completed and signed SF-LLL: Disclosure of Lobbying Activities form is required if the applicant has made or agreed to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. *This form cannot be submitted by a contractor or other entity on behalf of an applicant.*

#### **D.2.2.10 Letters of Support**

You should include any letters from interested supporting the proposed project. To ensure your proposal is accurately reviewed, please attach all letters of support as an appendix. Letters of support received after the application deadline for this NOFO will not be considered in evaluating your proposed project.

**D.2.2.11 Letter of Partnership (Category B Applicants)**

Category B applicants should submit a Letter of Partnership from the Category A partner, stating that they are acting in partnership with the applicant and agree to the submittal and content of the application (see *Section C.1. Eligible Applicants*). However, if the project is selected, a Letter of Partnership must be received prior to award.

**D.2.2.12 Official Resolution**

If selected, the applicant must provide prior to award an official resolution adopted by your organization's board of directors or governing body, or, for state government entities, an official authorized to commit the applicant to the financial and legal obligations associated with receipt of a financial assistance award under this NOFO, verifying:

- The identity of the official with legal authority to enter into an agreement
- The board of directors, governing body, or appropriate official who has reviewed and supports the application submitted
- That your organization will work with Reclamation to meet established deadlines for entering into a grant or cooperative agreement

An official resolution meeting the requirements set forth above is mandatory before an award of funding will be made.

**D.2.2.13 Letters of Commitment**

If a project is selected for award under this funding opportunity and cost share funding is anticipated to be provided by a source other than the applicant, the third-party cost share must be supported with letters of commitment from these additional sources prior to award. Letters of commitment should identify the following elements:

- The amount of funding commitment
- The date the funds will be available to the applicant
- Any time constraints on the availability of funds
- Any other contingencies associated with the funding commitment

Cost-share funding from sources outside the applicant's organization (e.g., loans or State grants) should be secured and available to the applicant prior to award.

Reclamation will not execute a financial assistance agreement until non-Federal funding has been secured or Reclamation determines that there is enough evidence and likelihood that non-Federal funds will be available to the applicant after executing the agreement.

## D.3 Unique Entity Identifier (UEI) and System for Award Management (SAM)

Each applicant (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110 (b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110 (d) is required to:

- Be registered in SAM before submitting an application. Instructions for registering are available at <https://sam.gov/content/home>
- Provide a valid UEI in its application
- Maintain an active SAM registration with current information at all times during which it has an active Federal award or plan under consideration by a Federal award agency

Meeting the requirements set forth above is mandatory.

### D.3.1 Register with the System for Award Management

Each applicant must be registered in SAM before submitting its application. Register on the [SAM.gov](https://sam.gov) website. The “Help” tab on the website contains User Guides and other information to assist you with registration. The [Grants.gov “Register with SAM” page](https://sam.gov) also provides detailed instructions. You can also contact the supporting Federal Service Desk for help registering in SAM. Once registered in SAM.gov, entities must renew and revalidate their SAM.gov registration at least once every 12 months from the date previously registered. Entities are strongly encouraged to revalidate their registration as often as needed to ensure their information is up to date and reflects changes that may have been made to the entity’s Internal Revenue Service information. See the “Submission Requirements” section of this document below for more information on SAM.gov registration.

**There is no cost to register with SAM.gov.** There are third-party vendors who will charge a fee in exchange for registering entities with SAM.gov; **please be aware you can register and request help for free.**

NOTE: An organization’s SAM.gov registration process may take several weeks to complete, so please allow sufficient time to ensure applications are submitted before the closing date. *Applicants that do not have an active SAM registration will not be able to submit an electronic application in Grants.gov.*

### D.3.2 Obtain a Unique Entity Identifier

You are required to register in SAM.gov and obtain a [Unique Entity Identifier](https://sam.gov) (UEI) prior to submitting a Federal award application. A UEI will be assigned to entities upon registering in SAM.gov.



## D.4 Submission Date and Time

This funding opportunity includes two submittal periods. The deadlines for submitting an application are:

- *October 17, 2023, at 4:00 p.m. Mountain Daylight Savings Time for FY 2023 funding; and*
- *May 21, 2024, at 4:00 p.m. Mountain Daylight Savings Time for FY 2024 funding.*

Applications must be submitted no later than these due dates and times.

Proposals received after the application deadline will not be considered unless it can be determined that the delay was caused by Reclamation or there were technical issues with the [Grants.gov](https://www.grants.gov) application system. *Note that difficulties related to an applicant's Grants.gov profile (e.g., incorrect organizational representative), uploading documents to Grants.gov, or an applicant's SAM.gov registration are not considered technical issues with the Grants.gov system.*

If for any reason applicants are unable to submit their application through Grants.gov, they may provide a paper copy of their full application by mail or courier.

### D.4.1 Application Delivery Instructions

Applications may be submitted electronically through Grants.gov ([www.grants.gov](https://www.grants.gov)) or a hard copy may be submitted by mail, express delivery or courier services to the following address. **We strongly encourage you to use grants.gov to submit your proposal if possible.** Under no circumstances will applications received through any other method (such as e-mail or fax) be considered eligible for award.

Bureau of Reclamation  
Upper Colorado Regional Office  
Attn: Karen Shubert  
125 South State, Room 8100  
Salt Lake City, UT 84138-1147

If you are submitting a paper application, please notify Karen Shubert at [kshubert@usbr.gov](mailto:kshubert@usbr.gov) for approval no later than 2:00 p.m. Mountain Standard Time on October 17, 2023 for the first application period and no later than 2:00 p.m. Mountain Standard Time on April 2, 2023, for the second application period.

### D.4.2 Instructions for Submitting the Project Application

Each applicant must submit an application in accordance with the instructions contained in this section.

#### **D.4.2.1 Applications Submitted Electronically**

Electronic applications must be submitted through Grants.gov. Applicant resource documents and a full set of instructions for registering with Grants.gov and completing and submitting applications online are available at: [www.grants.gov/applicants/apply-for-grants.html](http://www.grants.gov/applicants/apply-for-grants.html).

Application submission requires prior registration through Grants.gov, which may take 7 to 21 days. See the registration instructions available at <https://www.grants.gov/web/grants/applicants/registration.html>. **In addition, please note that the Grants.gov system only accepts applications submitted by individuals that are registered and active in SAM as both a user and an Authorized Organizational Representative.**

Applicants have experienced significant delays when attempting to submit applications through Grants.gov. Applicants are encouraged to submit applications several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk to obtain a case number. This case number will provide evidence of your attempt to submit an application prior to the submission deadline. If you are unable to submit your application through Grants.gov, you may provide a paper copy of the full application by mail or courier, as described in Section D.4.2.2 below.

***Late applications will not be considered unless it is determined that the delay was caused by Reclamation mishandling or technical issues with the Grants.gov application system.*** Please note that difficulties related to an applicant's Grants.gov profile (e.g., incorrect organizational representative), uploading documents to Grants.gov, or an applicant's SAM registration are not considered technical issues with the Grants.gov system. To document a delay due to a technical issue in Grants.gov, you must furnish a Grants.gov helpdesk ticket number to the Reclamation Financial Assistance Contact identified in Section G.1 of this announcement.

#### **D.4.2.2 Applications Submitted by Mail, Express Delivery or Courier Services**

Please follow these instructions to submit your application by mail, express delivery, or courier services.

- We request that applicants submitting their application by mail or courier include a brief explanation in their application regarding why they had to submit by mail rather than electronically using grants.gov.
- Applicants should submit one copy of all application documents for hardcopy submissions. Only use a binder clip for documents submitted. Do not staple or otherwise bind application documents.
- Hard copy applications may be submitted by mail, express delivery, or courier services to the addresses identified in this NOFO.
- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded. This does not apply to letters of support, funding commitment letters, or official resolutions. Faxed and e-mailed copies of application documents will not be accepted.

### **D.4.2.3 Acknowledgement of Application Receipt**

Applicants will receive an e-mail acknowledging receipt of the application from Grants.gov. In addition, you will receive an email acknowledgement when your application is successfully downloaded from Grants.gov. Applicants can confirm receipt of hardcopy through the tracking tools for their packages.

## **D.5 Intergovernmental Review**

Prior to application submission, U.S. state and local government applicants should visit the OMB Office of Federal Financial Management website and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications. <https://www.whitehouse.gov/wp-content/uploads/2020/04/SPOC-4-13-20.pdf>.

## **D.6 Funding Restrictions**

### **D.6.1 Pre-award Costs**

Pre-award costs are those incurred prior to the effective date of a Federal award where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award.

Eligible pre-award costs associated with the proposed project must be incurred after the posting date of this funding opportunity. If the proposed project is selected, the pre-award costs will be reviewed to determine if they are consistent with program objectives and are allowable in accordance with the authorizing legislation. Proposed pre-award costs must also be compliant with all applicable administrative and cost principles criteria established in 2 CFR Part 200 and all other requirements of this funding opportunity.

Note: Any incurrence of costs in the performance of the project prior to the issuance of a financial assistance award is at the applicant’s own risk. No legal liability on the part of Reclamation for any payment may arise until funds are made available, in writing, by a Reclamation Grants Officer.

### **D.6.2 Project Cost Restrictions**

**Proposal costs.** The costs for preparing and submitting an application in response to this funding opportunity, including developing data necessary to support the proposal, are not eligible project costs and must not be included in the project budget.

**Decision support tools.** Water Strategy Grant activities that would be considered development or modification of decision support tools to support the overall strategy development may be eligible for funding so long as it is integral to the strategy and funding for this work does not exceed 30 percent of the total project cost (see Attachment 1 - Water Strategy Grants).

**Legal analysis.** The costs of legal analysis activities conducted under a Water Strategy Grant such as analyzing water rights issues, including legal mechanisms for transferring water within the relevant area, and legal constraints on existing water rights (type and place of use requirements, title issues, or other constraints) cannot exceed 30 percent of the total project cost and may not be used for the preparation of a specific water court case (see Attachment 1 – Water Strategy Grants).

**Measurements, Monitoring and Fieldwork costs.** Water Strategy Grant activities that would be considered measurements, monitoring, or field work that are necessary to complete technical analyses may be eligible for funding so long as funding for this work does not exceed 30 percent of the total project cost and the applicant includes funding in their budget for related environmental and cultural resources compliance costs (see Attachment 1 – Water Strategy Grants).

### **D.6.3 Environmental and Regulatory Compliance Costs**

Depending on the potential impacts of the project, Reclamation may be able to complete its compliance activities without additional cost to the successful applicant. Where environmental or cultural resources compliance requires significant participation by Reclamation, Reclamation will add a line item for costs incurred by Reclamation to the budget during development of the financial assistance agreement and cost shared accordingly (i.e., withheld from the Federal award amount). Any costs to the successful applicant associated with compliance will be identified during the process of developing a final project budget for inclusion in the financial assistance agreement.

### **D.6.4 Indirect Costs**

You may include indirect costs that will be incurred during the development or construction of a Project, which will not otherwise be recovered, as part of your Project budget. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for your organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If you have never received a Federal negotiated indirect cost rate, your budget may include a *de minimis* rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to 2 CFR§200.68.

If you do not have a federally approved indirect cost rate agreement and are proposing a rate greater than the *de minimis* 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on “Preparing and Submitting Indirect Cost Proposals” is available from the Department’s Interior Business Center, Office of Indirect Cost Services, at [ibc.doi.gov/ICS/icrna](http://ibc.doi.gov/ICS/icrna).

If the proposed project is selected for award, the successful applicant will be required to submit an indirect cost rate proposal with their cognizant agency within 3 months of award. The Federal awarding agency that provides the largest amount of direct funding to your organization is your cognizant agency for indirect costs, unless otherwise assigned by the White House Office of Management and Budget (OMB). If the Department of the Interior (DOI) is your organization's cognizant agency, the Interior Business Center (IBC) will negotiate your indirect cost rate. Contact the IBC by phone 916-930-3803 or email at [ICS@ibc.doi.gov](mailto:ICS@ibc.doi.gov). Visit their website [ibc.doi.gov/ICS/icrna](http://ibc.doi.gov/ICS/icrna), for information regarding email submission forms.

Organizations must have an active Federal award before they can submit an indirect cost rate proposal to their cognizant agency. Failure to establish an approved rate during the award period renders all costs otherwise allocable as indirect costs unallowable under the award. Recipients may not shift unallowable indirect costs to another Federal award unless specifically authorized to do so by legislation.

## Section E: Application Review Information

### E.1 Evaluation Criteria

**Applications will be evaluated against the evaluation criteria listed below.** The evaluation criteria should be addressed in the technical proposal section of the application. Applications should thoroughly address each criterion and any sub-criterion in the order presented. **It is suggested that applicants copy and paste the below criteria and sub-criteria into their applications to ensure that all necessary information is adequately addressed**

If the work described in your application is a phase of a larger project, only discuss the benefits that will result directly from the work discussed in the technical project description and that is reflected in the budget—not the larger project.

<b>Evaluation criteria scoring summary</b>	<b>Points:</b>
A. Project benefits	35
B. Inclusion of stakeholders, stakeholder support, and previous planning efforts	25
C. Ability to meet program requirements	20
D. Presidential and Department of the Interior priorities	15
E. Nexus to Reclamation	5
<b>Total</b>	<b>100</b>

*Note: Projects may be prioritized to ensure balance among the program task areas and to ensure that the projects address this NOFO's goals and objectives.*

#### E.1.1 Evaluation Criterion A. Project Benefits (35 Points)

Up to **35 points** may be awarded based on the extent to which the proposed planning or design project will result in significant benefits to water supply reliability. Reclamation will use the following criteria to prioritize proposals that address significant threats to water supply reliability for agricultural, municipal, tribal, or environmental water uses, or for fishing or river-based recreation, and that demonstrate that project benefits will address the identified risks.

**Note:** if the project will update an existing plan or design, please respond to the following based on how the newly proposed scope of work will benefit water supply reliability, i.e., what is the value added by this proposed planning or design effort?

In responding to the following criteria, please identify the water supply reliability issues in the area of your proposed planning or design project, and how your project will help address those issues.

- Identify the threats to water supply, water quality, and river-based ecosystem or watershed health within the geographic area of the planning or design project. This could include threats from drought conditions, climate change vulnerabilities, changes to stream conditions or water quality, significant water shortages, or other threats to the environment or watershed health. Your response should include:
  - Information regarding past, current, and projected threats to water supplies, water quality (including surface or ground water), or river-based ecosystem or watershed health.
  - Documentation supporting your response (e.g., the [Drought Monitor](#), referenced statistical data, excerpts from or citations to relevant studies or analyses, local climate change data, etc.).
- How do the threats identified in your response to the preceding bullet impact specific water uses or sectors in the geographic area of the planning or design project? Specific water uses or sectors could include agriculture, municipal water supplies (i.e., drinking water, public health and safety, etc.), hydropower or energy production, the environment, or watershed health (i.e., aquatic and riparian ecosystems, species, and habitat reliant on water supplies), Tribal ceremonial, commercial, recreational, or subsistence or fishing, tourism, river-based recreation, forestry, energy or threats to infrastructure or other sectors or water uses. Your response should include:
  - Information about the specific impacts to water uses or sectors resulting from supply reliability issues within the project area. **Only address impacts to those specific water uses or sectors that are relevant to your project area.**
  - Provide supporting documentation for your response. For example, you could include support for economic impacts to specific sectors, support quantifying water shortfalls to specific sectors, data and statistics regarding fish populations, ecosystem or watershed health, fishing or recreation, records of water quality issues, excerpts or citations to studies or analyses, etc. If your project will address a specific water supply shortfall, please provide support and documentation of the specific shortfall to be addressed by your project.
- How will the planning or design project help address the threats to water supplies and water uses identified in your response to the preceding bullets? Your response should include:
  - Information about the benefits that you expect to result from your planning or design effort and the projects you are planning or designing, to the extent known. Only address the benefits that are applicable to your project.

- Which sectors or water uses will benefit from your planning or design effort – and the projects you are planning or designing - and how? For example, how will your project help attain any of the following: reduce the likelihood of conflicts over water; increase resiliency to drought and climate change; sustain agricultural communities; support instream flows for species, recreation, or water quality objectives; improve the condition of rivers, streams and other water bodies for environmental values; improve reliability of drinking water; result in an action plan to improve water management; or lead to modernized water delivery infrastructure?
- Provide supporting documentation for your response, including referenced statistical data, excerpts or citations from studies or analyses regarding the results of similar projects, or other references.
- Is the planning or design effort for the purpose of providing domestic water supplies to a Tribe, insular area, or disadvantaged community(ies) that do not have reliable access to water supplies?
  - Provide a detailed description of the community that the project will serve.
  - Describe the need for the new domestic water supply project including any prominent public health and safety concerns, interruptions in supply, or other reasons that the community does not currently have reliable access to domestic water supplies.
  - Explain how the proposed project will increase reliable access to domestic water supplies. Provide a qualitative description of the degree/significance of the benefits associated with the new water supply. Quantify in acre-feet per year the average annual benefit that the new domestic water supply project will provide. How many people is it estimated to serve? How were these estimates calculated (average benefit and population)?
- Does the planning or design effort involve the improvement of nature-based features? If so, please describe.
- Is the project for the purpose of meeting *existing environmental mitigation or compliance obligations* under Federal or State law?

### **E.1.2 Evaluation Criteria B- Inclusion of Stakeholders, Stakeholder Support, and Previous Planning Efforts (25 Points)**

Up to **25 points** may be awarded based on the extent to which the proposal demonstrates support for the project from a diverse set of stakeholders. Note, stakeholders should include a mix of entities internal and external to the applicant's organization (e.g., municipal, agricultural, environmental non-profits, landowners, Tribes, and state and local water management entities, among others.) For projects proposed by Tribes, if the intent is to engage with stakeholders



internal to the Tribe, please describe the engagement of those tribal stakeholders and explain why that is an appropriate level of engagement for the proposed project.

**For purposes of this criterion, applicants submitting a planning proposal under Task A: Water Strategy Grants and Task C: Drought Contingency Planning project categories should only respond to Sub-Criterion B1, and applicants submitting a design proposal under the Project Design Grants project category should respond to Sub-Criterion B2.**

**E.1.2.1 Sub-Criterion B1: Task A - Water Strategy Grants and Task C - Drought Contingency Planning**

More points will be awarded for projects that are collaborative and inclusive of stakeholder input. In responding to the following bullets, please explain why the level of collaboration and input is reasonable and appropriate given the type of strategy or planning project and its effect on local stakeholders.

- Will the project help meet the water supply needs of a large geographic area, region, or watershed? If the project will not address the water supply needs of a large geographic area, why is the area significant and appropriate for the proposed planning activity?
- If the project is supported by an existing water planning effort, please describe that effort. Planning efforts may include, but are not limited to, water management plans, water conservation plans, system optimization reviews, drought plans, watershed restoration plans, integrated regional water management plans, or other types of plans. (Note: if this project represents an initial planning effort, you may refer to an existing local, state, or regional plan with a nexus to the project to satisfy this requirement).
  - Does the referenced plan identify the project as a potential water management action?
  - If identified in a plan, how is the project prioritized in the plan?
  - If not identified in the plan, does the proposed project implement a goal or need identified in the plan?
  - Was the referenced plan developed or updated using a collaborative process with input from multiple and diverse stakeholders?
  - If the referenced plan was not developed collaboratively, please explain why, for e.g., the planning effort was focused on a very small area or concerns internal to the applicant.
- Identify stakeholders in the planning area who have *committed to be involved* in the planning process.
  - Describe what sector(s) the participating stakeholders represent and how they will engage in this effort, e.g., will they be part of the planning committee, contribute funding or in-kind services, or otherwise engage in the planning process?

- Provide documentation of the commitment by stakeholders to participate in the planning process. This could include letters from stakeholders committing to be involved in the planning process; such letters should explain what their specific interest is and how they plan to participate.
- Describe stakeholders in the planning area who have *expressed their support* for the planning process, whether or not they have committed to participate. Supporting documentation for this sub-criterion could include letters of support from stakeholders or a description of feedback from interested stakeholders.
- For tribal strategies or plans that will be developed collaboratively with multiple tribal interests, but do not include collaboration with external entities, please provide explanation as to why collaboration with entities external to the Tribe will not occur in the development of the strategy or plan.
- Describe what efforts the applicant will undertake to ensure participation by a diverse array of stakeholders in the development of a plan (or plan update). If specific stakeholders have not yet been identified, or if some sectors are not yet represented, explain how this will be accomplished. Supporting documentation for this sub-criterion could include a description of key stakeholder interests in the planning area and what efforts you will undertake to engage them in the planning process (e.g., workshops, public meetings, or outreach tools such as using local media, outreach to known stakeholder groups, web-based outreach, social media, or other kinds of announcements, etc.), including outreach to stakeholders or collaborating with other groups or partners.
- Is there opposition to the proposed planning effort? If so, describe the opposition and explain how it will be addressed. Opposition will not necessarily result in fewer points.

#### **E.1.2.2 Sub-Criterion B2: Task B - Project Design**

More points will be awarded for design projects that are collaborative and inclusive of stakeholder input. In responding to the following bullets, please explain why the level of collaboration and input is reasonable and appropriate given the type of project being designed and its effect on local stakeholders.

- If the project(s) being designed is/are supported by an existing water planning effort, please describe that effort. Planning efforts may include, but are not limited to, water management plans, water conservation plans, system optimization reviews, drought plans, watershed restoration plans, integrated regional water management plans, or other types of plans.
  - Does the referenced plan identify the project being designed as a potential water management action?
  - If identified in a plan, how is the project prioritized in the plan?
  - If not identified in the plan, does the proposed project implement a goal or need identified in the plan?

- Was the referenced plan developed or updated using a collaborative process with input from multiple and diverse stakeholders?
- If the referenced plan was not developed collaboratively, please explain why, for e.g., the planning effort was focused on a very small area or concerns internal to the applicant.
- Describe any planned efforts for public outreach and stakeholder engagement during the design process. This can include, but is not limited to workshops, public meetings, or outreach tools such as using local media, outreach to known stakeholder groups, web-based outreach, social media, or other kinds of announcements, etc.
- For Tribal strategies or plans that were developed collaboratively with multiple Tribal interests, but did not include collaboration with external entities, please provide explanation as to why collaboration with entities external to the Tribe were not involved in the development of the strategy or plan.
- Describe stakeholder support for the proposed project (i.e., the design project and/or the project you are designing). Supporting documentation for this sub-criterion could include letters of support from stakeholders or a description of feedback from interested stakeholders.
- Is there opposition to the proposed project? If so, describe the opposition and explain how it will be addressed. Opposition will not necessarily result in fewer points.

### **E.1.3 Evaluation Criterion C—Ability to Meet Program Requirements (20 Points)**

Up to 20 points may be awarded based on the extent to which the proposal supports the applicant's ability to proceed with developing the plan or design upon entering into a financial assistance agreement and to complete the plan or design within the required timeframe. Please see the applicable appendix for required program elements (i.e., Appendix 1: Water Marketing, Supply, and Strategy Grants; Appendix 2: Drought Contingency Planning; or Appendix 3: Water Management, Conservation, and Restoration Project Design Grants). Responses to this criterion should demonstrate a clear understanding of the tasks required to meet program components.

- Describe how the project will address the program specific requirements described in the appropriate program-specific appendix.
- Describe the approach that will be undertaken to meet the applicable program components and requirements.
  - Include a preliminary project schedule that shows the stages and duration of the proposed work including major tasks, milestones, and dates. For each task and milestone, indicate who will have the primary responsibility for completion. Proposals that provide a detailed project schedule broken down by tasks and subtasks with identified milestones will be prioritized.

- Proposals with a budget and budget narrative that provide a reasonable explanation of project costs will be prioritized.
- If prior planning work will be relied on to meet any of the required program components, please explain and describe the work that will be relied on. For example, if you are applying for a Drought Contingency Plan and already have a water shortage allocation based on drought stages, please describe this and how it will be incorporated into the Drought Contingency Plan.
- Describe the availability and quality of existing data and models<sup>1</sup> applicable to the proposed plan or design.
- Identify staff with appropriate technical expertise and describe their qualifications. Describe any plans to request additional technical assistance from Reclamation or by contract.
- Describe any new policies or administrative actions required to implement the plan or project being designed.

#### **E.1.4 Evaluation Criterion D—Presidential and Department of the Interior Priorities (15 points)**

Up to **15 points** may be awarded based on the extent that the project demonstrates support for the Biden-Harris Administration’s priorities, including E.O. 14008: *Tackling the Climate Crisis at Home and Abroad*, E.O. 13985: *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and the President’s memorandum, *Tribal Consultation and Strengthening Nation-to Nation Relationships*. Points will be allocated based on the degree to which the project supports the priorities listed, and whether the connection to the priority(ies) is well supported in the application. Only address the sub-criterion that are relevant to your project.

##### **E.1.4.1 Sub-criterion No. D1. Climate Change**

Points will be awarded based on the extent the project will reduce climate pollution; increase resilience to the impacts of climate change; protect public health; and conserve our lands, waters, oceans, and biodiversity. Address the following as relevant to your project.

**Combating the Climate Crisis:** E.O. 14008: *Tackling the Climate Crisis at Home and Abroad*, focuses on increasing resilience to climate change and supporting climate- resilient development. For additional information on the impacts of climate change throughout the western United States, see: [www.usbr.gov/climate/secure/docs/2021secure/2021SECUREREport.pdf](http://www.usbr.gov/climate/secure/docs/2021secure/2021SECUREREport.pdf). Please describe how the project will address climate change, including the following:

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<sup>1</sup> Data and models include, but are not limited to, hydrologic models, operational models, climate data, water demand data or projections, water quality data, recreational water needs, environmental water needs, demographics, and economic data and models.

- Please provide specific details and examples on how the project will address the impacts of climate change and help combat the climate crisis.
- Does this proposed project strengthen water supply sustainability to increase resilience to climate change? Does the proposed project contribute to climate change resiliency in other ways not described above?

#### **E.1.4.2 Sub-criterion No. D2. Disadvantaged or Underserved Communities**

E.O. 14008 and E.O. 13985 affirm the advancement of environmental justice and equity for all through the development and funding of programs to invest in disadvantaged or underserved communities. For the purpose of this criterion, Tribes and insular areas (Guam, American Samoa, the Northern Mariana Islands, and the Virgin Islands) are considered disadvantaged.

- Please use the White House Council on Environmental Quality’s interactive Climate and Economic Justice Screening Tool, available online at Explore the map – Climate & Economic Justice Screening Tool (<https://screeningtool.geoplatform.gov>) to identify any disadvantaged communities that will benefit from your project.
- If applicable, describe how the project benefits those disadvantaged or underserved communities identified using the tool. For example, does the project increase reliability of water supplies, improve water quality, provide economic growth opportunities, improve or expand public access to natural areas or recreation, or provide other benefits in a disadvantaged or underserved community?

#### **E.1.4.3 Sub-criterion No. D3. Tribal Benefits**

Points will be awarded based on the extent to which the Project will honor the Federal government’s commitments to Tribal Nations. The Department of the Interior is committed to strengthening Tribal sovereignty and the fulfillment of Federal Tribal trust responsibilities. The President’s memorandum, “Tribal Consultation and Strengthening Nation-to-Nation Relationships,” asserts the importance of honoring the Federal government’s commitments to Tribal Nations.

- Does the proposed project directly serve and/or benefit a Tribe? Will the project improve water management for a Tribe?
- Does the proposed project support Tribal resilience to climate change and drought impacts or provide other Tribal benefits such as improved public health and safety by addressing water quality, new water supplies, or economic growth opportunities?
- Does the proposed project support Reclamation’s Tribal trust responsibilities or a Reclamation activity with a Tribe?

### E.1.5 Evaluation Criterion E— Nexus to Reclamation (5 points)

Up to **5 points** may be awarded based on the extent that the proposal demonstrates a nexus between the proposed project and a Reclamation project, activity, and priority. Describe this nexus:

- Is there a Reclamation project, facility, or activity within the planning area?
- Is the planning area in the same basin as a Reclamation project, facility, or activity?
- In what way will the proposed project benefit a basin where a Reclamation project, facility, or activity is located? For example, will the project *improve watershed health* in a river basin that is adversely impacted by a Reclamation water project?
- Does the applicant have a water service, repayment, or O&M contract with Reclamation?
- If the applicant does not hold a type of contract named above, does the applicant receive Reclamation water through a Reclamation contractor or by any other contractual means?

## E.2 Review and Selection Process

Reclamation reserves the right to reject an application that does not meet the requirements or objectives of this NOFO. Awards will be made for projects most advantageous to the Federal Government. Award selection may be made to maintain balance among the eligible projects listed in this NOFO. The evaluation process will be comprised of the steps described in the following subsections.

### E.2.1 Initial Screening

Reclamation will conduct an initial review and threshold screening of each application submitted in response to this NOFO to determine whether the Applicant is eligible, and the application is complete and submitted on time. If Reclamation determines the Applicant is ineligible or non-responsive, Reclamation will notify the Applicant.

All application packages will be screened to ensure that:

- The applicant meets the completeness, eligibility, and timeliness requirements stated in this NOFO.
- The applicant meets the unique entity identifier and SAM registration requirements stated in this NOFO
- The application meets the content requirements of the NOFO package, including submission of a technical proposal and budget narrative.
- The application contains executed mandatory forms SF-424, Application for Financial Assistance and SF-424B/D, Assurances Form, and a completed SF-424A/C, Budget Information Form.

A complete application must include all requirements described in the above bullets. Any application which fails to include these requirements will be deemed ineligible and will not be considered for funding. Reclamation reserves the right to remove an application from funding consideration during the initial screening if it is not submitted on time; does not include an SF-424, does not include a technical proposal, or does not include a budget narrative. In that event, Reclamation will send notification of elimination to the applicant.

If an application is missing other information, Reclamation may reach back to request that information within a specified timeframe.

## **E.2.2 Application Review Committee**

The technical merit of the application will be reviewed by an Application Review Committee (ARC), made up of experts in relevant disciplines selected from across Reclamation. Evaluation criteria will comprise the total evaluation weight as stated in the *Section E.1. Technical Proposal: Evaluation Criteria*.

Applications will be scored against the evaluation criteria and the ARC will also review the application to ensure that the project is eligible and meets the objective of this NOFO. The ARC may also change the Applicant Category for an application where they deem appropriate (See *Section C.1.3. Applicant Category Guidance*).

During ARC review, Reclamation may contact applicants to request clarifications to the information provided, if necessary.

## **E.2.3 Red-Flag Review**

Following the results of the ARC review, Reclamation offices will review the top-ranking applications and will identify any reasons why a proposed project would not be feasible or otherwise advisable, including environmental or cultural resources compliance issues, permitting issues, legal issues, or financial position. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with all reporting requirements associated with previously funded projects.

In addition, during this review, Reclamation will address any specific concerns or questions raised by members of the ARC, conduct a preliminary budget review, and evaluate the applicant's ability to meet cost share as required.

## **E.2.4 Managerial Review**

Reclamation management will prioritize projects to ensure the total amount of all awards does not exceed available funding levels. Management will also ensure that all projects meet the scope, priorities, requirements, and objectives of this NOFO. Management may also prioritize projects to ensure that multiple project types are represented. After completion of the Managerial

Review, Reclamation will notify applicants whose proposals have been selected for award consideration.

## **E.2.5 Pre-Award Clearances and Approvals**

The following pre-award clearances and approvals must be obtained before an award of funding is made. If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized (approximately one to three months from the date of initial selection). If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

### **E.2.5.1 Environmental Review**

Reclamation will forward the proposal to the appropriate Reclamation Regional or Area Office for completion of environmental compliance, if applicable. To the extent possible, environmental compliance will be completed before a financial assistance agreement is signed by the parties. However, in most cases, the award can be completed with the release of funds contingent on completion of environmental compliance and receipt of a written Notice to Proceed from the Reclamation Grants Officer. The financial assistance agreement will describe how compliance will be carried out. Ground-disturbing activities (e.g., installation of a stream gage, biological or water quality monitoring) may not occur until environmental compliance is complete and a notice to proceed is issued by the awarding Reclamation Grants Officer.

### **E.2.5.2 Budget Analysis and Business Evaluation**

A Reclamation Grants Officer will also conduct a detailed budget analysis and complete a business evaluation and responsibility determination. During this evaluation, the Reclamation Grants Officer will consider several factors that are important, but not quantified, such as:

- Allowability, allocability, and reasonableness of proposed costs
- Financial strength and stability of the applicant
- Past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance
- Adequacy of personnel practices, procurement procedures, and accounting policies and procedures, as established by applicable OMB circulars

Prior to making an award with a Federal total estimated amount greater than \$150,000, Reclamation is required to review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently Federal Award Performance Integrity Information System [FAPIIS]) (see 41 U.S.C. §2313).

Applicants, at their option, may review information in the designated integrity and performance systems accessible through SAM and comment on any information about themselves that a Federal awarding agency previously entered and that is currently in the designated integrity and



performance system accessible through SAM. Reclamation will consider any comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants as described in 2 CFR §200.205 Federal awarding agency review of risk posed by applicants.

### **E.3 Anticipated Announcement and Federal Award Dates**

For applications received by the October 17, 2023, submission deadline, Reclamation expects to contact potential award recipients and unsuccessful applicants in March 2024, subject to the timing and amount of final appropriations. For applications received by the May 21, 2024, submission deadline, Reclamation expects to contact potential award recipients and unsuccessful applicants in October 2024. Financial assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances. Award recipients will be contacted individually to discuss the time frame for the completion of their agreement.

## Section F: Federal Award Administration Information

### F.1 Federal Award Notices

Successful applicants will receive by electronic mail, a notice of selection signed by a Reclamation Grants Officer. This notice is not an authorization to begin performance.

### F.2 Administrative and National Policy Requirements

See the “[DOI Standard Terms and Conditions](#)” for the administrative and national policy requirements applicable to Department awards.

#### F.2.1 Automated Standard Application for Payments Registration

All applicants must also be registered with and willing to process all payments through the Department of Treasury Automated Standard Application for Payments (ASAP) system. All recipients with active financial assistance agreements with Reclamation must be enrolled in ASAP under the appropriate Agency Location Code(s) and Uniform Entity Identifier (UEI) Number prior to the award of funds. If a recipient has multiple UEI numbers, they must separately enroll within ASAP for each unique UEI Number and/or Agency. All of the information on the enrollment process for recipients, including the enrollment initiation form, will be sent to you by ASAP staff if selected for award.

Note that if your entity is currently enrolled in the ASAP system with an agency other than Reclamation, you must enroll specifically with Reclamation in order to process payments.

#### F.2.2 Environmental and Cultural Resources Compliance

All projects being considered for award funding will require compliance with the National Environmental Policy Act (NEPA) before any ground-disturbing activity may begin. Compliance with all applicable state, Federal and local environmental, cultural, and paleontological resource protection laws and regulations is also required. These may include, but are not limited to, Clean Water Act (CWA), Endangered Species Act (ESA), National Historic Preservation Act (NHPA), consultation with potentially affected Tribes, and consultation with the State Historic Preservation Office.

Reclamation will be the lead Federal agency for NEPA compliance and will be responsible for evaluating technical information and ensuring that natural resources, cultural, and socioeconomic concerns are appropriately addressed. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance. Further, Reclamation is responsible to ensure that findings under NEPA, and consultations, as appropriate, will support Reclamation's decision on whether to fund a project. Environmental and cultural resources compliance costs are considered project costs. These costs will be considered in the ranking of applications.

Depending on the potential impacts of the project, Reclamation may be able to complete its compliance activities without additional cost to the successful applicant. Where environmental or cultural resources compliance requires significant participation by Reclamation, Reclamation will add costs anticipated to be incurred by Reclamation as a line item to the budget during development of the financial assistance agreement and cost shared accordingly. Any costs to the successful applicant associated with compliance will be identified during the process of developing a final project budget for inclusion in the financial assistance agreement.

*Note: If mitigation is required to lessen environmental impacts, the applicant may, at Reclamation's discretion, be required to report on progress and completion of these commitments. Reclamation will coordinate with the applicant to establish reporting requirements and intervals accordingly.*

***Under no circumstances may an applicant begin any monitoring, measurement, or other ground-disturbing activities before environmental and cultural resources compliance is complete and Reclamation provides written notification that all such clearances have been obtained. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. An applicant that proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this NOFO.***

### **F.2.3 Approvals and Permits**

Recipients shall adhere to Federal, State, territorial, Tribal, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Recipients shall also coordinate and obtain approvals from site owners and operators.

### **F.2.4 Geospatial Data and Data Tools**

All geospatial data collected for or produced through the use of the Department of the Interior financial assistance funds are required to meet all relevant standards established by the Federal Geospatial Data Committee (FGDC) as authorized by Geospatial Data Act of 2018, P.L. 115-254, Subtitle F – Geospatial Data, §751-759C, codified at 43 U.S.C. §2801–2811. the Department requires fully compliant metadata on all Geographic Information Systems files developed for financial assistance projects. If a funded financial assistance project involves acquiring or collecting geospatial data, the successful applicant is required to search

GeoPlatform.gov to determine that no existing Federal, State, local or private data meet the Government's needs and are available at no cost before acquiring or collecting additional geospatial data.

Any spatially explicit data or tools developed in the performance of an award made under this NOFO must be developed in industry standard formats that are compatible with geographic information system (GIS) platforms.

### **F.2.5 Intangible Property (2 CFR §200.315)**

Title to intangible property (see definition for Intangible property in § 200.1) acquired under a Federal award vests upon acquisition in the non-Federal entity. The non-Federal entity must use that property for the originally authorized purpose and must not encumber the property without approval of the Federal awarding agency. When no longer needed for the originally authorized purpose, disposition of the intangible property must occur in accordance with the provisions in §200.313(e) Equipment.

The non-Federal entity may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under a Federal award. The Federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

The non-Federal entity is subject to applicable regulations governing patents and inventions, including government wide regulations issued by the Department of Commerce at 37 CFR §401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Awards, Contracts and Cooperative Agreements."

### **F.2.6 Real Property, 2 CFR §200.311**

Real property, equipment, and intangible property, that are acquired or improved with a Federal award must be held in trust by the non-Federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved (2 CFR §200.316 *Property trust relationship*). Title to real property acquired or improved under a Federal award will vest upon acquisition in the non-Federal entity. Except as otherwise provided by Federal statutes or by Reclamation, real property will be used for the originally authorized purpose as long as needed for that purpose, during which time the non-Federal entity must not dispose of or encumber its title or other interests. When real property is no longer needed for the originally authorized purpose, the non-Federal entity must obtain disposition instructions from Reclamation. As required by 2 CFR §200.329 *Reporting on real property*, recipients will be required to submit reports on the status of real property acquired or improved under a financial assistance agreement issued under this NOFO.

### **F.3 Reporting Requirements and Distribution**

If the applicant is awarded an agreement as a result of this NOFO, the applicant will be required to submit the following reports during the term of the agreement.

#### **F.3.1 Financial Reports**

Recipients will be required to submit a fully completed form SF-425 Federal Financial Report on at least a semiannual basis and with the final performance report. The SF-425 must be signed by a person legally authorized to obligate the successful applicant.

#### **F.3.2 Interim Performance Reports**

The specific terms and conditions pertaining to the reporting requirements will be included in the financial assistance agreement. Interim performance reports will be submitted at least twice a year, which include:

- A comparison of actual accomplishments to the milestones established by the financial assistance agreement for the period
- The reasons why established milestones were not met, if applicable
- The status of milestones from the previous reporting period that were not met, if applicable
- Whether the project is on schedule and within the original cost estimate
- Any additional pertinent information or issues related to the status of the project

#### **F.3.3 Final Performance Report**

Recipients will be required to submit a final performance report encompassing the entire period of performance. The final performance report must include, but is not limited to, the following information:

- Whether the project objectives and goals were met.
- If applicable, a copy of the completed strategy document or plan.
- If applicable, identify the design products that were developed.
- Photographs documenting the project are also appreciated.

## F.4 Disclosures

### F.4.1 Conflict of Interest Disclosures

Recipients must notify the program immediately in writing of any conflict of interest that arise during the life of their Federal award, including those reported to them by any subrecipient under the award. Recipients must notify the program in writing if any employees, including subrecipient and contractor personnel, are related to, married to, or have a close personal relationship with any Federal employee in the Federal funding program or who otherwise may have been involved in the review and selection of the award. The term employee means any individual engaged in the performance of work pursuant to the Federal award.

### F.4.2 Other Mandatory Disclosures

The Non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that receive a Federal award including the terms and conditions outlined in 2 CFR 200, *Appendix XII—Award Term and Condition for Recipient Integrity and Performance*

*Matters* are required to report certain civil, criminal, or administrative proceedings to SAM.gov. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 *Remedies for noncompliance*, including suspension or debarment.

## F.5 Data Availability (2 CFR §1402.315)

All data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, valuation products or other scientific assessments in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual, resulting from a financial assistance agreement is available for use by the Department of the Interior, including being available in a manner that is sufficient for independent verification.

The Federal Government has the right to:

1. Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
2. Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

## F.6 Freedom of Information Act

Please note that any application submitted for funding under this NOFO may be subjected to a Freedom of Information Act (FOIA) request (5 U.S.C. §552, as amended by P.L. No. 110-175), and as a result, may be made publicly available.

In response to a Freedom of Information Act (FOIA) request for research data relating to published research findings produced under a Federal award that were used by the Federal government in developing an agency action that has the force and effect of law, the Federal awarding agency must request, and the non-Federal entity must provide, within a reasonable time, the research data so that they can be made available to the public through the procedures established under the FOIA. If the Federal awarding agency obtains the research data solely in response to a FOIA request, the Federal awarding agency may charge the requester a reasonable fee equaling the full incremental cost of obtaining the research data. This fee should reflect costs incurred by the Federal agency and the non-Federal entity. This fee is in addition to any fees the Federal awarding agency may assess under the FOIA (5 U.S.C. 552(a)(4)(A)).

Published research findings mean when:

- Research findings are published in a peer-reviewed scientific or technical journal; or
- A Federal agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law. “Used by the Federal government in developing an agency action that has the force and effect of law” is defined as when an agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law.

Research data means the recorded factual material commonly accepted in the scientific community as necessary to validate research findings, but not any of the following: preliminary analyses, drafts of scientific papers, plans for future research, peer reviews, or communications with colleagues. This “recorded” material excludes physical objects (e.g., laboratory samples). Research data also does not include:

- Trade secrets, commercial information, materials necessary to be held confidential by a researcher until they are published, or similar information which is protected under law; and
- Personnel and medical information and similar information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, such as information that could be used to identify a particular person in a research study.

## Section G: Federal Awarding Agency Contact(s)

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this NOFO may direct questions to the Reclamation personnel identified below.

### G.1 Reclamation Financial Assistance Contact

Questions regarding application and submission information and award administration may be submitted to:

Name: Karen Shubert  
 Email: kshubert@usbr.gov  
 Phone: 801-524-3663

### G.2 Reclamation Program Coordinator Contact

Questions regarding applicant and project eligibility and application review may be submitted to the appropriate point of contact below

#### G.2.1 Water Strategy Grants

By mail: Bureau of Reclamation  
 Water Resources and Planning Office  
 Attn: Ms. Irene Hoiby  
 Mail Code: 86-63000  
 P.O. Box 25007  
 Denver, CO 80225-0007

By e-mail: ihoiby@usbr.gov

By phone: 303-445-3575

#### G.2.2 Project Design Grants

By mail: Bureau of Reclamation  
 Water Resources and Planning Office  
 Attn: Ms. Nickie McCann  
 Mail Code: 86-63000  
 P.O. Box 25007  
 Denver, CO 80225-0007



By e-mail: nmcann@usbr.gov

By phone: 720-610-3480

### **G.2.3 Drought Contingency Planning**

By mail: Bureau of Reclamation  
Water Resources and Planning Office  
Attn: Ms. Sheri Looper  
Mail Code: MP-400  
2800 Cottage Way  
Sacramento, CA 95825

By e-mail: slooper@usbr.gov

By phone: 916-978-5556

## Section H: Other Information

The following is a brief overview of NEPA, NHPA, and ESA. This information is only relevant to proposals that include measurement, monitoring and field work. While these statutes are not the only environmental laws that may apply, they are the Federal laws that most frequently do apply. Compliance with all applicable environmental laws will be initiated by Reclamation concurrently, immediately following the initial recommendation to award a financial assistance agreement under this NOFO. The descriptions below are intended to provide you with information about the environmental compliance issues that may apply to your projects.

### H.1 Environmental and Cultural Resource Considerations

To allow Reclamation to assess the probable environmental and cultural resources impacts and costs associated with each application, all applicants should consider the following list of questions focusing on the NEPA, ESA, and NHPA requirements. Please answer the following questions to the best of your knowledge. If any question is not applicable to the project, please explain why. The application should include the answers to:

- Will the proposed project impact the surrounding environment (e.g., soil [dust], air, water [quality and quantity], animal habitat)? Please briefly describe all earth-disturbing work and any work that will affect the air, water, or animal habitat in the project area. Please also explain the impacts of such work on the surrounding environment and any steps that could be taken to minimize the impacts.
- Are you aware of any species listed or proposed to be listed as a Federal threatened or endangered species, or designated critical habitat in the project area? If so, would they be affected by any activities associated with the proposed project?
- Are there wetlands or other surface waters inside the project boundaries that potentially fall under CWA jurisdiction as “Waters of the United States”? If so, please describe and estimate any impacts the proposed project may have.
- When was the water delivery system constructed?
- Will the proposed project result in any modification of or effects to, individual features of an irrigation system (e.g., headgates, canals, or flumes)? If so, state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features completed previously.

- Are any buildings, structures, or features in the irrigation district listed or eligible for listing on the National Register of Historic Places? A cultural resources specialist at your local Reclamation office or the State Historic Preservation Office can assist in answering this question.
- Are there any known archeological sites in the proposed project area?
- Will the proposed project have a disproportionately high and adverse effect on low income or minority populations?
- Will the proposed project limit access to, and ceremonial use of, sacred sites or result in other impacts on Tribal lands?
- Will the proposed project contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area?

### H.1.1 National Environmental Policy Act

NEPA requires Federal agencies such as Reclamation to evaluate, during the decision-making process, the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can make a decision to fund an award under this NOFO, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal.

Some projects may fit within a recognized **Categorical Exclusion (CE)** to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). If a project fits within a CE, no further NEPA compliance measures are necessary. Use of a CE can involve simple identification of an applicable **Department CE** or documentation of a **Reclamation CE** using a **Categorical Exclusion Checklist (CEC)**. If a CE is being considered, Reclamation will determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process can take anywhere from 1 day to about 30 days, depending upon the specific situation.

If the project does not fit within a CE, compliance with NEPA might require preparation of an **Environmental Assessment/Finding of No Significant Impact (EA/FONSI)**. Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant effects exist (which would trigger the further step of an **Environmental Impact Statement (EIS)**, below). If no potentially significant effects are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take weeks or even months to complete. Consultation with other agencies and public notification are part of the EA process.

The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental effects, is completion of an **EIS** and **Record of Decision**. An EIS requires months or years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents. It is not anticipated that projects proposed under this program will require completion of an EIS.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 percent? Or 95 percent?). The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff that has experience in evaluating effects in context and by intensity.

Reclamation has the sole discretion to determine what level of environmental NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate level of compliance. You are encouraged to contact your regional or area Reclamation office. See [www.usbr.gov/main/offices.html](http://www.usbr.gov/main/offices.html) with questions regarding NEPA compliance issues. You may also contact the Program Coordinator for further information (see *Section G. Agency Contacts*).

### H.1.2 National Historic Preservation Act

To comply with Section 106 of the NHPA, Reclamation must consider whether a proposed project has the **potential to cause effects to historic properties**, before it can complete an award under this NOFO. Historic properties are cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that qualify for inclusion in the National Register of Historic Places. In some cases, water delivery infrastructure that is over 50 years old can be considered a historic property that is subject to review.

If a proposal is selected for initial award, the successful applicant will work with Reclamation to complete the Section 106 process. Compliance can be accomplished in several ways, depending on how complex the issues are, including:

- If Reclamation determines that the proposed project does not have the potential to cause effects to historic properties, then Reclamation will document its findings and the Section 106 process will be concluded. This can take anywhere from a couple of days to one month.
- If Reclamation determines that the proposed project could have effects on historic properties, a multi-step process, involving consultation with the State Historic Preservation Officer and other entities, will follow. Depending on the nature of the project and impacts to cultural resources, consultation can be complex and time consuming. The process includes:
  - A determination as to whether additional information is necessary.
  - Evaluation of the significance of identified cultural resources.
  - Assessment of the effect of the project on historic properties

- A determination as to whether the project would have an adverse effect and evaluation of alternatives or modifications to avoid, minimize, or mitigate the effects.
- A Memorandum of Agreement is then used to record and implement any necessary measures. At a minimum, completion of the multi-step Section 106 process takes about two months.
- Among the types of historic properties that might be affected by projects proposed under this NOFO are **historic irrigation systems** and **archaeological sites**. An irrigation system or a component of an irrigation system (e.g., a canal or headgate) is more likely to qualify as historic if it is more than 50 years old, if it is the oldest (or an early) system/component in the surrounding area, and if the system/component has not been significantly altered or modernized. In general, proposed projects that involve ground disturbance, or the alteration of existing older structures, are more likely to have the potential to affect cultural resources. However, the level of cultural resources compliance required, and the associated cost, depends on a case-by-case review of the circumstances presented by each proposal.

You should contact your State Historic Preservation Office and your local Reclamation office's cultural resources specialist to determine what, if any, cultural resources surveys have been conducted in the project area. See [www.usbr.gov/cultural/crmstaff.html](http://www.usbr.gov/cultural/crmstaff.html) for a list of Reclamation cultural resource specialists. If an applicant has previously received Federal financial assistance, it is possible that a cultural resources survey has already been completed.

## H.2 Endangered Species Act

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the United States Fish and Wildlife Service (USFWS) or the National Oceanic and Atmospheric Administration (NOAA) Fisheries Service to ensure any action it authorizes, funds, or carries out is not likely to **jeopardize the continued existence of any endangered or threatened species or destroy or adversely modify any designated critical habitat**.

Before Reclamation can approve funding for the implementation of a proposed project, it is required to comply with Section 7 of the ESA. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the proposed project. A rough overview of the possible course of ESA compliance is:

- If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, then the ESA review is complete and no further compliance measures are required. This process can take anywhere from one day to one month.
- If Reclamation determines that endangered or threatened species may be affected by the project, then a **Biological Assessment** must be prepared by Reclamation. The Biological Assessment is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The Biological Assessment may result in a

determination that a proposed action **is not likely to adversely affect** any endangered or threatened species. If the USFWS/NOAA Fisheries Service concurs in writing, then no further consultation is required and the ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a Biological Assessment can range from days to weeks or even months. The USFWS/NOAA Fisheries Service generally respond to requests for concurrence within 30 days.

- If it is determined that the project **is likely to adversely affect listed species**, further consultation (**formal consultation**) with USFWS or NOAA Fisheries Service is required to comply with the ESA. The process includes the creation of a **Biological Opinion** by the USFWS/NOAA Fisheries Service, including a determination of whether the project would **jeopardize** listed species and, if so, whether any **reasonable and prudent** alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary **reasonable and prudent measures** and **terms and conditions** to minimize the impact of incidental take may also be included. Under the timeframes established in the ESA regulations, the Biological Opinion is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.

The time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have effects on those species significant enough to require formal consultation.

ESA compliance is often conducted parallel to the NEPA compliance process and, as in the case of a CEC, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff that can be helpful in determining the presence of listed species and possible effects that would require consultation with the USFWS or NOAA Fisheries Service. Contact your regional or area Reclamation office, [www.usbr.gov/main/offices.html](http://www.usbr.gov/main/offices.html) with questions regarding ESA compliance issues.



# Attachment 1 - Water Strategy Grants

## A. Project Requirements

Water Strategy Grants funded under this NOFO must meet the requirements listed below. These requirements are intended to guide the planning process but still allow recipients flexibility to use an approach that meets their budget and planning needs.

The three following project components are required to be completed upon selection of a Water Strategy Grant:

**1. Required Project Component 1: Outreach and Partnership Building**—Informing and obtaining input from potential participants or stakeholders within the relevant geographic area, including:

- Develop a public engagement plan that describes how the public will be involved and when public comment will occur throughout the course of the study and design project.
- Conducting outreach to potential partners, participants, and interested or affected stakeholders in the area. For example, hosting workshops to gather input and feedback on the development of the water marketing, water supply, or restoration strategy.
- Making the draft strategy document available for review and comment to stakeholders and others as appropriate.

*Note:* Outreach and partnership building costs, including advertising and public relations costs, must be directly related to the development of the strategy project, as opposed to providing general information or advertisements. Please see the applicable cost principles contained in 2 CFR Part §200.421 Advertising and Public Relations, available at the Electronic Code of Federal Regulations ([www.ecfr.gov](http://www.ecfr.gov)).

**2. Required Project Component 2: Analyses, Scoping and Planning Activities**—Water Strategy Grant projects must include planning activities to support the development of a future water supply project (e.g., domestic water supply projects), water management project or water market/marketing activities, and at a minimum must include the following planning activities described in more detail below:

- a. Analysis of problems and needs
- b. Identification of potential opportunities and comparison of alternatives, and prioritization of project concepts
- c. Development of strategy for moving forward with project concepts



The types of eligible activities that may be included as sub-tasks within a-c of this required component are described in more detail below in Section B of this Attachment.

**3. Required Project Component 3: Development of a Water Strategy Document—** A written water strategy document must be completed and included with the final performance report. Reclamation will review the strategy document to determine if it meets program requirements, but will not provide input or feedback on the substance of the strategy. **A strategy is a written document and must address each of the following topics:**

- **Outreach Summary:** The outreach conducted under required project component 1, including a description of how input was solicited, the input received, and how the input was addressed in the course of the planning activities and in developing the strategy
- **Statement of Problems and Needs:** Summarize the work performed under required project component 2 and identify the problems and needs in the planning area, including, for example, the issues related to water supply reliability and needs for different water uses, the need for new infrastructure or infrastructure improvements, issues related to operation of a water market, or issues related to the environment or restoration needs within the planning area.
- **Project Opportunities and Comparison of Alternatives:** Summarize the work performed under required project component 2 to identify, compare and prioritize potential solutions/projects to address the problems and needs in the planning area, and:
  - Describe the solutions or potential on-the-ground projects identified, and their relative priority.
  - Explain the findings and conclusions resulting from your comparison of project costs and benefits (for example, are the expected benefits of the projects or water market/activity identified still realistic after comparing alternatives?).
- **Implementation Strategy:** Describe your strategy for moving forward with project concepts or solutions identified through your planning effort, including:
  - How the potential projects or water marketing activities identified will be implemented following completion of the strategy, and any barriers to implementation.
  - For water marketing strategies, please also describe: The potential administrative and legal framework for the water market or marketing activities including, the institutional components (i.e., how will marketing activities be overseen and tracked?), the participants, water rights, infrastructure involved, and the types of legal agreements used or needed, and description of potential rules and requirements for operation of the water market or marketing activity.

- Next steps for project development, including future outreach plans (how stakeholders will be engaged in future project phases), need for project design or engineering, and any information gaps and need for additional analysis.
- Any next steps to address permitting, environmental compliance, or legal requirements; financing needs or plans; water rights or infrastructure issues.
- How project performance will be monitored.
- **Discussion of lessons learned.**
  - Describe how development of the strategy benefitted you
  - Identify lessons learned through the course of developing the strategy
  - Identify any feedback for Reclamation on the process or program
- If the recipient already completed significant work on a particular strategy component prior to receiving a Water Strategy Grant, a summary of prior work must be included when addressing that component in the strategy document.

## **B. Activities Eligible under Required Project Component 2: Analyses, Scoping and Planning Activities**

As described above, Water Strategy Grant projects must address required project component 2 Analysis, Scoping and Planning Activities, including sub-components a-c. Following is a description of potential tasks to meet project component 2. The applicant can substitute appropriate tasks or may provide explanations for certain tasks that have already been completed or are not necessary but, collectively, the tasks identified by the applicant to meet project component 2 should contribute to a holistic, overarching, water strategy.

- **Technical Analyses to Identify Problems, Needs and Opportunities:** Conducting hydrologic, engineering, or environmental analyses to better understand the water supply, water quality, and restoration problems and needs that exist in the study area and to identify options to address those needs for municipal, agricultural, Tribal, and environmental water uses, mitigation of climate change impacts, enhancement of commercial, recreational, subsistence, or Tribal ceremonial fishing, or enhancement of river-based recreation. These types of analyses could include but are not limited to:
  - Water availability analyses or establishment of a water balance including assessment of the availability of surface or groundwater, the availability of future water supplies using climate change projections, and assessment of current and future water demands for relevant water uses. Note: if you have questions about how to consider climate change within your study, or are looking for resources to support this type of analysis, please contact your local Reclamation office or the WaterSMART Program office.
  - Modeling reservoir or system operations to develop scenarios for optimizing use of existing infrastructure

- Completion of hydrologic analyses, hydraulic modeling, wetland evaluations, watershed assessments, geotechnical investigations, or floodplain assessments.
- Assessment of drought preparedness and existing infrastructure and to identify needs and options for new drought strategies or infrastructure (e.g., additional storage, new conveyance to access additional water supplies, interties to support water transfers, or infrastructure to support river restoration for ecological purposes), including nature-based solutions.
- Assessment of the need and options for potential infrastructure improvements to increase water conservation and efficiency, such as lining or piping canals to decrease water losses, installation of automated gates, water measurement devices, or other infrastructure to support water marketing or environmental benefits.
- Assessment of river-based ecosystem or watershed restoration needs and opportunities, including needs for aquatic plant and animal habitat, ecosystem or watershed health, and restoration of other ecological values. This could include but is not limited to development of:
  - Baseline information about habitat or species, aquatic conditions, and other needs for watershed or ecosystem health;
  - Metrics for improving habitat, and identification of best management practices; and,
  - Identifying potential restoration projects benefiting ecological value or watershed health, fish and wildlife habitat, mitigation of climate change impacts, enhancement of commercial, recreational, subsistence, or Tribal ceremonial fishing, or enhancement of river-based recreation.
- If some measurements, monitoring, or field work is required to complete the analyses described above in this section, such work may be eligible for funding so long as funding for this work does not exceed 30 percent of the total project cost and the applicant includes funding in their budget for related environmental and cultural resources compliance costs.
- **Water Marketing and Water Rights Analyses:** Conducting analyses to explore water marketing options or to investigate the use different sources of water supply for water management or restoration purposes, including:
  - Financial or economic analyses to identify potential buyers and sellers, assess demands for the water market, and research the cost of implementing the water market.
  - Researching different water marketing approaches to support development of administrative or institutional requirements for implementation of a water market/water marketing activities.

- Analyzing water rights issues, including legal mechanisms for transferring water within the relevant area, and legal constraints on existing water rights (type and place of use requirements, title issues, or other constraints). Note: Funding for legal analysis cannot exceed 30 percent of the total project cost and may not be used for the preparation of a specific water court case.
  - Quantifying water rights, consumptive use, diversions, and return flows to determine how much water is available for marketing or for other use in meeting water supply needs and to avoid impacts to downstream water users.
  - Analyzing economic, social, community, and environmental impacts of potential market/transaction(s).
  - Projects to develop a water marketing strategy may include pilot activities to test moving water if a pilot would support the development of a water marketing strategy, in compliance with applicable laws. Pilot projects may include a short-term lease of water to perform pilot activities; however, projects may not include a water rights purchase or long-term lease of water rights. If a pilot is included, the applicant must include funding in their budget for related environmental compliance work.
- **Research of Legal and Institutional Requirements**
    - Conduct research on legal and institutional requirements; permitting and environmental compliance; land ownership and necessary easements; and state and/or local requirements with the potential to affect implementation of the project.
    - Research the impacts of any proposed projects on contractual water and power supply obligations, water rights, Tribes, and other area stakeholders.
  - **Decision Support Tools:** Analysis of the need for decision support tools, including software databases, registries, dashboards or models that would help facilitate water management improvements, water marketing or river restoration. **Note:** Some work that would be considered development or modification of decision support tools to support the overall strategy development may be eligible for funding so long as it is integral to the strategy and funding for this work does not exceed 30 percent of the total project cost.
  - **Development and Comparison of Project Alternatives:** Work to prioritize, compare or otherwise scope potential project alternatives, could include, but is not limited to:
    - Formulate alternatives and create decision matrix
    - Compare project alternatives, qualitative or quantitative comparison of costs and benefits
    - Solicit stakeholder input on potential project options
    - Create a prioritized list of potential future projects.

### **C. Submittal of a Draft Strategy for Review**

As will be specified in your financial assistance agreement if your project is selected for award, 120 days prior to the completion of the period of performance for the award, recipients must submit their draft strategy to Reclamation for review and feedback.

Reclamation review of the strategy document is only to ensure compliance with program requirements, not to approve the recommended approach or decisions documented in the strategy.

## Attachment 2 - Project Design Grants

### A. Project Requirements

Project Design Grant funded under this NOFO must meet the requirements listed below and submit a final design package to Reclamation along with their final financial assistance report. Reclamation encourages applicants to reach at least 60% final design at the completion of their project. Project activities leading to construction plans and specifications must be reviewed and approved by a professional registered in the appropriate engineering/architectural discipline. The recipient of a Project Design Grant is responsible for the technical adequacy of the design. Reclamation's review of the final report and design package are only for the purpose of ensuring that program requirements were met – not to ensure technical adequacy.

Products for submission generally include, but are not limited to:

- A document, commonly referred to as a “Basis of Design,” that identifies the project goals and requirements, technical design criteria, safety design considerations, design codes, operating descriptions, details of stream conditions and diversions, habitat information, and assumptions to be used to develop final designs, as applicable.
- Site specific design drawings including plan, elevation, and section drawings. Site preparation information such as erosion and sediment control plans, site grading, drainage, utilities, and demolition, and removal including hazardous materials.
- Details and specifications for fabrication, supply of material, construction, as applicable.
- Construction cost estimate and schedule.

### B. Eligible Activities

In general, development of a design package should include, but is not limited to, the following:

- **Development of project requirements and evaluation of design alternatives.** Tasks may include, but are not limited to:
  - Developing design criteria and standards
  - Designing alternatives analysis and decision matrix
  - Stakeholder outreach activities directly linked to project design such as public meetings, etc.
  - Conducting Value Engineering/Value Planning/Value Analysis workshops
  - Analyzing site alternatives and identifying specific project sites

- **Evaluation of site alternatives and selection of project site.** Tasks may include, but are not limited to:
  - Conducting monitoring, measurement, or other fieldwork needed to inform project design
  - System loss field investigations and estimates
  - Site surveying and field exploration
  - Geologic field exploration
  - Drilling of pilot wells

*Note: Ground disturbing activities will require environmental and cultural compliance.*

- **Preparation of final design drawings and specifications for the construction of the project.** Tasks may include, but are not limited to:
  - Modeling activities such as hydrologic, groundwater, (there is modeling associated with restoration design activities)
  - Develop basis of design documentation
  - Site-specific design and engineering associated with the project
  - Revegetation plan, including a schedule and selected species to be planted
  - Develop manufacturing and construction plans and specifications
  - Analyze means and methods for construction at the project site and identify constraints
- **Evaluation of economic conditions, preparation of project cost estimates, and development of project implementation plan.** Tasks may include, but are not limited to:
  - Analyzing markets and materials (including domestic sources),
  - Developing an estimate of probable construction cost
  - Developing project implementation plan, budget, and milestones for completing the project
- **Legal and Institutional Requirements Research.** Task may include, but are not limited to:
  - Researching legal and institutional requirements; permitting and environmental compliance; land ownership and necessary easements; and state and/or local requirements with the potential to affect implementation of the project.
  - Researching the impacts of any proposed projects on contractual water and power supply obligations, water rights, Tribes, and other area stakeholders.
  - Consulting with Reclamation regarding potential environmental compliance

While the Build America Buy America Act is a requirement specific to infrastructure projects, applicants are encouraged to consider Reclamation's focus on advancing the objectives of using American-made products and materials and building domestic manufacturing when initiating the planning and design of projects.

# Attachment 3 - Drought Contingency Planning Projects

## A. Project Requirements

Drought contingency plans (new plan development and plan update) funded under this NOFO must be required to address the six elements of a drought contingency plan outlined below in Section B, *Required Elements for New Plans or Plan Updates*. In developing these required elements, successful applicants will be required to follow procedural steps outlined below in Section A.1 and A.2. In developing these requirements, Reclamation relied on proven approaches and common practices used in drought planning.

Once the applicant has been informed that a proposal submitted under this NOFO has been selected for funding, Reclamation will enter into a cooperative agreement with the applicant, documenting the requirements and conditions related to the provision of financial assistance. The cooperative agreement will be divided into two phases: Phase I for the establishment of a drought planning task force and development of a detailed work plan and Phase II for development or update of a drought contingency plan. The cooperative agreement will require the following drought contingency planning:

### A.1 Phase I Requirements

Phase I must include the establishment of a drought planning task force and the development of a detailed work plan that includes a communication and outreach plan.

- **Establishment of a Drought Planning Task Force.** — At the outset of the planning process, the planning lead will develop a Drought Planning Task Force (Task Force) made up of interested stakeholders within the planning area that want to actively participate in developing the Drought Contingency Plan. The Task Force must have diverse membership representing multiple interests in the planning area.
- **Development of a Detailed Work Plan.** — The detailed work plan will be developed by the planning lead in consultation with Reclamation and will describe in detail how the various tasks included in developing or updating the plan will be accomplished, along with a detailed work schedule, and the responsibilities of Reclamation (Reclamation will provide input on this element), the planning lead, the Task Force, and other interested stakeholders. The work plan also includes a communication and outreach plan describing how stakeholders and the public will be involved in the planning process. The work plan must be submitted to Reclamation for review and acceptance before substantive work on the plan development or update may begin.



## A.2 Phase II Requirements

After the detailed work plan is reviewed and accepted by Reclamation, the planning lead will then develop the plan or plan update including the required elements described below.

## B. Required Elements for New Plans or Plan Updates

All new drought contingency plans must address each of the six elements described immediately below. Updates to an existing drought plan may focus on only those elements that have not yet been developed in the plan or that require further development or updating; however, completed plan updates must address each of these six elements.

The six required elements for drought contingency plans developed or updated under this NOFO are:

- 1. Drought Monitoring**—The drought contingency plan must establish a process for monitoring near and long-term water availability, and a framework for predicting the probability of future droughts or confirming an existing drought.
- 2. Vulnerability Assessment**—The drought contingency plan must include a vulnerability assessment evaluating the risks and impacts of drought. The assessment will drive the development of potential mitigation and response actions and must be based on a range of future conditions, including uncertainties related to changing hydrologic conditions.
- 3. Mitigation Actions**—The drought contingency plan must identify, evaluate, and prioritize mitigation actions and activities that will build long-term resiliency to drought and that will mitigate the risks posed by drought.
- 4. Response Actions**—The drought contingency plan must identify, evaluate, and prioritize response actions and activities that can be implemented during a drought to mitigate the impacts.
- 5. Operational and Administrative Framework**—The drought contingency plan must identify who is responsible for undertaking the actions necessary to implement each element of the drought contingency plan, including communicating with the public about those actions.
- 6. Plan Development and Update Process**—The drought contingency plan must describe the process that was undertaken to develop the plan, including how stakeholders were engaged and how input was considered. In addition, the drought contingency plan must also include a process and schedule for monitoring, evaluating, and updating the drought contingency plan.

For further guidance on approaches for meeting the program requirements, please see the Drought Response Program Framework, available at [www.usbr.gov/drought](http://www.usbr.gov/drought).

**Note:** Proposals to develop one or more elements of a drought contingency plan that would not result in a completed plan within the three-year period of performance are not eligible for

funding consideration. Applicants interested in a narrower scope of planning should see Attachment 1: Water Strategy Grants.

### C. Request for a Cost Share Reduction or Waiver

Reclamation may reduce or waive the non-Federal cost share requirement upon request by the applicant if an overwhelming Federal interest and a significant financial need are identified. If the funding plan identifies less than 50 percent non-Federal cost share match, please include the request for a cost-share reduction or waiver in the proposal. The request must include information and documentation addressing the factors set forth immediately below.

Reclamation will use the following factors when considering whether to reduce or waive the non-Federal cost share requirement. Please address each of the following criteria and provide an explanation for the applicability of each criterion with supporting documentation:

- Overwhelming Federal Interest. Reclamation will make a determination of whether an overwhelming Federal interest exists based on factors such as the programs and policies of the President and the Secretary of the Department of the Interior.
- Financial Hardship. In determining whether a significant financial need exists the following factors will be considered:
  - The population-weighted median household income within the study area and the state based on the latest available data from the U.S. Census Bureau’s American Community Survey ([www.census.gov/acs/www/data/data-tables-and-tools/](http://www.census.gov/acs/www/data/data-tables-and-tools/)).
  - Family poverty level for the state as estimated by guidelines published annually by the U.S. Department of Health and Human Services ([aspe.hhs.gov/poverty-guidelines](http://aspe.hhs.gov/poverty-guidelines))
  - The population-weighted average unemployment rate within the study area based on the latest available data from the U.S. Census Bureau’s American Community Survey ([www.census.gov/acs/www/data/data-tables-and-tools/](http://www.census.gov/acs/www/data/data-tables-and-tools/))
  - A current financial statement of the applicant and a statement that the applicant does not possess sufficient funds or assets to pay for all or part of the required cost share

For more information regarding cost share waivers, please contact the program coordinator identified in *Section G. Agency Contacts*.

**RESOLUTION NO. 2024-10****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT AUTHORIZING AN APPLICATION FOR GRANT FUNDING BY THE BUREAU OF RECLAMATION'S FY2024 WATERSMART PLANNING AND PROJECT DESIGN GRANTS FOR PSC/WPSV INTERTIE PROJECT**

**WHEREAS**, the Board of Directors of the Mission Springs Water District has reviewed a revised budget for FY 2023-2024 and has made any desired changes therein; and

**WHEREAS**, the District has identified the Palm Springs Crest and West Palm Springs Village Intertie Project (the Project) as a priority project to improve system-wide drought resiliency; and

**WHEREAS**, The United States Department of the Interior offers financial assistance in the form of grant funding through its Bureau of Reclamation's WaterSMART (Sustain and Manage America's Resources for Tomorrow) Planning and Project Design Grants for FY 2024 for this type of project. The FY2024 WaterSMART Planning and Project Design program provides funding up to a maximum of \$400,000 for projects up to 3 years; and

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of Mission Springs Water District as follows:

**Section 1:** The Board hereby supports a grant application to the FY2024 WaterSMART Planning and Project Design for the Project.

**Section 2:** The Board hereby authorizes and directs the General Manager, or his or her designee, to complete, review, sign and submit, for and on behalf of the District, a grant application to the Bureau of Reclamation's FY24 WaterSMART Planning and Project Design for the Project.

**Section 3:** The General Manager, or his or her designee, is authorized and designated to provide the assurances, certifications, and commitments required for the grant application, including executing a financial assistance or similar agreement with the Bureau of Reclamation within established deadlines and any amendments or changes thereto.

**Section 4:** The General Manager, or his or her designee, is authorized and designated to represent the District in carrying out the District's responsibilities under any grant future agreement, including certifying disbursement requests on behalf of the District and compliance with applicable state and federal laws.

**Section 5:** If a grant award is made to the District by the Bureau of Reclamation, the District commits, pending Board compliance with the California Environmental

Quality Act (CEQA) and the National Environmental Policy Act (NEPA) and approval of the Project, to provide up to the balance of funds needed to complete the Project.

**Section 6:** This Resolution shall take effect immediately.

**ADOPTED** this \_\_\_\_ day of May 2024, by the following vote:

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

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Ivan Sewell  
President of Mission Springs Water District  
and its Board of Directors

ATTEST:

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Brian Macy  
Secretary of Mission Springs Water District  
and its Board of Directors



# BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, April 11, 2024 at 3:00 PM

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

## CALL TO ORDER

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

## ROLL CALL

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

**STAFF MEMBERS PRESENT:** Brian Macy, Marion Champion, Danny Friend, Arturo Ceja, Amanda Lucas, Andrea Varela, April Scott, Arthur Cabrera, Eric Weck, Oriana Hoffert, Theresa Murphy, Dori Petee

## CLOSED SESSION

### CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION

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

One Case: Mission Springs Water District vs. Desert Water Agency et al. D081984  
Riverside County Super. Ct. No. PSC1600676

### CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION -

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

## REGULAR SESSION

### REPORT ON ACTION TAKEN DURING CLOSED SESSION

The Board met in closed session on the following items:

Conference with legal counsel regarding pending litigation pursuant to Government Code Section 54956.9(d)(1) One Case: Mission Springs Water District vs. Desert Water Agency et al.

D081984 Riverside County Super. Ct. No. PSC1600676 -

Reportable action, decision to seek review by the CA Supreme Court - 3 votes in favor, Sewell, Mayrhofen, Martin; 2 votes not in favor, Griffith & Duff.

Conference with legal counsel regarding potential initiation of litigation pursuant to Government Code Section 54956.9(d)(4) One potential case. - No reportable action was taken.

## RULES OF PROCEDURE

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

*All noticed meetings are conducted using Rosenberg's Rules of Order as a procedural guideline.*

*Directors should refrain from responding directly to public comments at meetings of the Board. The Board President will refer matters raised during public comment to the General Manager for follow-up when appropriate. Occasionally, a prompt response may be offered when an obvious answer resolution is available provided this is done in compliance with the Brown Act. Directors should refrain from debating or making decisions in response to public comments. The President of the Board presides at all*

*meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No person shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once about any one subject until every other member on the Board wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”*

## **PUBLIC INPUT**

No public input

## **EMPLOYEE RECOGNITION**

### **HUMAN RESOURCES REPORT**

This item will be acknowledged on Monday.

## **ACTION ITEMS**

### **PUBLIC HEARING (MONDAY, 4/15/2024) ~ RESOLUTION 2024-06 ~ TO COLLECT SEWER FEES ON TAX ROLL**

It is recommended that Resolution 2024-06 be adopted, electing to collect sewer user fees on the tax roll under California Health and Safety Code §5470 et. seq.

The staff report and all discussions will take place at the Board Meeting on Monday, 4/15.

### **RECEIVE AND FILE THE MISSION CREEK SUBBASIN ANNUAL REPORT FOR WATER YEAR 2022-2023**

It is recommended to receive and file the Mission Creek Subbasin Annual Report for Water Year 2022-2023 prepared for the Coachella Valley Water District, Desert Water Agency, and Mission Springs Water District by WSP USA Environmental & Infrastructure Inc.

General Manager Macy noted that the consultant who prepared the report will present at Monday's meeting. Mr. Macy presented some slides regarding the annual groundwater balance in the Mission Creek Subbasin.

### **AUTHORIZATION FOR PURCHASE OF EQUIPMENT FOR THE NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY AND AUGMENTATION OF THE CAPITAL BUDGET**

It is recommended to authorize the General Manager to approve the purchase of equipment for the Nancy Wright Regional Water Reclamation Facility for a not to exceed amount of \$331,966.22 and augment the capital budget to accommodate this expenditure.

Director of Operations Danny Friend presented. He noted that the new equipment will streamline operational efficiency, reduce manual labor, and improve productivity. It also ensures a safer work environment for our staff. The funds allocated for this purpose will ensure timely procurement of the equipment, enabling staff to commence operations at the NWRWRF without delay.

**ADOPT RESOLUTION 2024-07 AND RECLASSIFY THE GOVERNMENT AND PUBLIC AFFAIRS MANAGER POSITION**

It is recommended to adopt Resolution 2024-07 amending the Employee Classification Plan for FY 2023-24 with the reclassification of the Public Affairs Manager position.

General Manager Macy explained with the internal appointment of the new Assistant General Manager (AGM), a realignment of the District's organizational chart is needed. The Government and Public Affairs duties will continue to be managed by our Assistant General Manager; however, as this role evolves and takes on additional AGM responsibilities, it is necessary to have additional Public Affairs support. With direct supervision from the Assistant General Manager Position, the Programs and Public Affairs Specialist will focus on customer communications and outreach, including conservation messaging and increased community engagement, as outlined in our 2024 Strategic Plan.

**AWARD OF CONTRACT TO AECOM FOR ASSESSMENT DISTRICT NO. 18, AREA D-3 SANITARY SEWER DESIGN SERVICES**

It is recommended to authorize the General Manager to negotiate and execute a contract with AECOM Technical Services, Inc. (AECOM) for repackaging of the plans and specifications for the AD-18 Area D-3 Sewer Construction Project for a total amount not to exceed \$51,834.

Engineering Manager Eric Weck presented. The design of area D3 would include the design of about 4600 linear feet of sewer main and the connection of over 100 properties. This design project will complete the final portion of Area D in Assessment District 18. If this item is approved on Monday, the design of the area will begin immediately with a design completion of August 2024, and we estimate the construction should begin by December 2024.

**AWARD OF ON-CALL GENERAL ENGINEERING SERVICES CONTRACT AMENDMENT NO. 1 FOR THE PREPARATION OF A WATER SUPPLY ASSESSMENT AND WATER SUPPLY VERIFICATION FOR PROJECT VIENTO DEVELOPMENT**

It is recommended to authorize the General Manager to execute a contract amendment with TKE Engineering, Inc. for the preparation of a Water Supply Assessment and Water Supply Verification for the Viento Development Project in the amount of \$21,040.00.

General Manager Macy introduced Mike Thornton, owner of TKE Engineering. Mr. Thornton addressed previous issues the Board has had with TKE and assured them he would be handling them personally. Engineering Manager Eric Weck presented this item. He gave some background on this project and noted that a WSA (Water Supply Assessment) and WSV (Water Supply Verification) are required to move forward with this project. This proposed project will develop over 100 acres located on the north side of 20<sup>th</sup> Avenue just west of the new Nancy Wright Regional Water Reclamation Facility. A WSA is required because this project is more than 250,000 square feet. The proposed size is currently 630,000 square feet. No District monies will be spent to develop the WSA as the developer provided a deposit that will cover this cost.

**AWARD OF CONTRACT TO CANYON SPRINGS ENTERPRISES FOR THE WELL 22 REHABILITATION AND CAPITAL BUDGET AUGMENTATION**

It is recommended to authorize the General Manager to award a contract for the Well 22 Rehabilitation Project to Canyon Springs Enterprises, the lowest responsible bidder, in the amount of

\$1,333,916.00, plus a 10% contingency (total \$1,467,307.60), augment the capital improvement budget amount to \$2,240,000 for Job No. 11611, and to do all things necessary to complete the project.

Engineering Manager Eric Weck presented. The well had to be taken out of service due to problems with its pumping equipment and concerns about water quality. Recently, the first phase of rehabilitation was completed. This involved cleaning and treating the well casing and filter pack, as well as replacing worn-out pumping equipment. After passing water quality tests, MSWD is now moving on to the second phase. When the entire project is finished, it will restore approximately 1,937 acre-feet per year of reliable water supply. In the second phase of work, they removed and replaced the well discharge piping and other parts, raised the well pedestal above flood levels, installed new electrical and SCADA equipment, and built a new chemical storage shed. These improvements will bring the project up to current health and safety standards. Additionally, the project received a grant of \$338,787.00 from the Department of Water Resources Urban and Multibenefit Drought Relief program.

#### **AWARD OF CONTRACT TO MWH CONSTRUCTORS, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR WELL 22 REHABILITATION**

It is recommended to authorize the General Manager to execute a contract agreement with MWH Constructors for an amount not to exceed \$189,573 for construction management and inspection services for the Well 22 Rehabilitation.

Engineering Manager Eric Weck presented. This item pertains to construction management and inspection services for the item discussed above during pre-construction, construction, and post-construction.

#### **AWARD CONTRACT AMENDMENT #3 TO WEST YOST FOR HORTON PHASE I NITROGEN CONTROL STRATEGY IMPLEMENTATION**

It is recommended that West Yost be awarded contract amendment #3 to implement Phase I of the work plan described in the Horton WWTP Nitrogen Control Strategy Technical Report approved by the Colorado River Regional Water Quality Control Board in September 2023. This will increase the contract amount to \$84,700.00, from \$181,306.00 to a new total of \$266,006.00.

General Manager Brian Macy presented. The original contract was to help with our discharge requirements for the NWRWRF, the Salt Nutrient Management Plan, and other items. The second amendment was requirements for the Horton Facility. This third amendment is for a new study on Nitrogen control.

#### **AWARD OF PROFESSIONAL SERVICES AGREEMENT FOR GEOVIEWER SOFTWARE SUBSCRIPTION AND SUPPORT SERVICES FOR THE MISSION SPRINGS WATER DISTRICT TO NOBEL SYSTEMS**

It is recommended to authorize the General Manager to execute a three-year contract for GeoViewer Software Subscription and Support Services for the Mission Springs Water District in the amount of \$63,129.00 to Nobel Systems and authorize the General Manager to do all things necessary to complete the project.



Director of Operations Danny Friend presented this item. The District currently utilizes Noble Systems for GIS mapping services and its custom GeoViewer online/mobile platforms, which are designed to streamline field workflow processes and help manage day-to-day operations. GeoViewer Mobile allows field staff to view real-time data and analyze and collect data online or offline. It includes tools such as USA Dig Alert, CMMS, valve exercising and valve isolation analysis, leak data collection, and fire hydrant flushing/maintenance.

In February 2024, the District moved forward with the complete deployment of ArcGIS Enterprise, Utility Network, and Cityworks. It is imperative that staff continue to have a GIS program to manage work orders, document system maintenance, and easily collect data. This contract is necessary to allow continued benefits while staff works towards the implementation of the new GIS Utility Network and Cityworks program.

### **DISCUSS RIVERSIDE LOCAL AGENCY FORMATION COMMISSION (LAFCO) ELECTION OF TWO POSITIONS**

It is recommended to consider the nominees for two Riverside Local Agency Formation Commission (LAFCO) positions up for election and have the Board President cast a vote for a Regular Special District Member from the Eastern Region of the County and an Alternate Special District Member Countywide.

President Sewell asked for input from the Board on this vote. He will cast a vote on Monday.

### **DISCUSSION ITEMS**

#### **NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**

This update will take place on Monday.

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

This update will take place on Monday.

### **CONSENT AGENDA**

Director Duff pulled the Register of Demands for clarification on certain items.

### **APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

March 6, 2024 - Special Meeting Workshop

March 14, 2024 - Study Session

March 18, 2024 - Board Meeting

### **REGISTER OF DEMANDS**

The register of demands totaling \$4,337,139.49

### **REPORTS**

#### **DIRECTOR'S REPORTS**

All reports will be given on Monday.

**GENERAL MANAGER’S REPORT**

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Report

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

District Counsel recapped how they assisted the District.

**DIRECTOR COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

**A. Director General Comments**

Director Martin complimented the staff on putting together the materials for today’s meeting.

Director Mayrhofer noted he brought up some safety issues with General Manager Macy and would like an update on them on Monday. Mr. Macy addressed those items today.

**B. Director Requests for Future Agenda Items**

No requests at this time.

**ADJOURN**

With no further business, President Sewell adjourned the meeting at 4:30 PM

Respectfully submitted,

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Dori Petee  
Executive Assistant



# BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, April 15, 2024 at 3:00 PM

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

## CALL TO ORDER

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

## ROLL CALL

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

**STAFF MEMBERS PRESENT:** Brian Macy, Marion Champion, Danny Friend, Arturo Ceja, Eric Weck, Oriana Hoffert, Chad Finch, Charles Bell, April Scott, Amanda Lucas, Dori Petee.

## PLEDGE OF ALLEGIANCE

Director Martin led the Pledge of Allegiance

## RULES OF PROCEDURE

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

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

## PUBLIC INPUT

Jeff Bowman, DHS resident and President of Cabot’s Pueblo Museum, thanked the Board and District for the Earth Day Event sponsored by MSWD.

## EMPLOYEE RECOGNITION

## HUMAN RESOURCES REPORT

The Board briefly acknowledged the following employees:

### ANNIVERSARIES

Julio Martinez	Field Operations Technician II	1 Year
Adam Wagner	Water Production Operator I	2 Years

Lisa Pelton

Customer Service Rep II

21 Years

**PROMOTIONS**

Amanda Lucas

Administrative Assistant II to Contract Analyst

Marion Champion

Government &amp; Public Affairs Manager to Assistant General Manager

**ACTION ITEMS****PUBLIC HEARING ~ RESOLUTION 2024-08 ~ FINDING AND DETERMINING THAT THE PUBLIC INTEREST, CONVENIENCE AND NECESSITY REQUIRE THE ACQUISITION OF CERTAIN PROPERTY FOR PUBLIC PURPOSES**

The Board conducted the public hearing and adopted Resolution 2024-08, finding and determining that the public interest, convenience, and necessity require the acquisition of certain property for public purposes.

President Sewell opened the public hearing; the secretary gave her report, and a staff report was provided by District Counsel. He asserted the Board is aware of the construction of the sewer main running north and south within the Little Morongo Road right-of-way. A concerted effort was made to minimize the need to acquire private property for the project; however, in order to accommodate the sewer main construction needed in connection with the NWRWRF, real property interests, permanent easements, and temporary easements in the property described in the Resolution being voted on today, are required. The identified property is currently vacant industrial-zoned land and is owned by Southern California Edison (SCE). Staff has attempted to negotiate a purchase of the property from SCE, but the negotiations have not yet resulted in a settlement. Pursuant to Government Code §6500 et seq and other statutes, the District is authorized to acquire property interest in the property by eminent domain provided that certain procedural steps are followed. First, the District must make a written offer to the property owner based upon an appraisal. An offer was made and, to date, has not been accepted. It is now necessary that an action in eminent domain be commenced to acquire the property. Prior to filing the action, the District must hold a hearing, which we are doing today, and provide the property owner the opportunity to be heard. Prior to today's hearing the property owner submitted a letter stating their objections. At the conclusion of the hearing, if the Board finds that public necessity so requires, the Board should adopt the Resolution of Necessity. The findings are set forth in the Resolution of Necessity and specifically, the Board must find that the public interest, convenience, and necessity require the project. Secondly, that the project is planned or located in the manner that would be most compatible with the greatest public good and the least private injury. The property is being acquired to improve the safety and efficiency of the sewer facilities within the district by constructing a sewer main needed for the regional plant. Thirdly that the property interests sought to be acquired are necessary for the project; in this case, the sewer main construction project provides for a new sewer running north and south within the defined little Morongo right-of-way. Temporary construction easement areas will also be required to enable the construction of the project. Without permanent and temporary easements on the property, the proposed project cannot be completed. This project is necessary for the completion of the NWRWRF. Questions related to the value of the property that's being acquired are not relevant for today's meeting; however, that does not mean that negotiations for the acquisition of the property are at an end. If the board does adopt the resolution of necessity, negotiations for the acquisition of the property by agreement will continue.

Public Comment on this item: Drew Jones, outside counsel for Southern California Edison, addressed the Board. He noted that he wanted to incorporate what was stated in Mr. Rothenberg's letter. SCE would prefer to use its own um plats and legals, and they are in the process of reviewing the plats and legals that are part of the resolution of necessity package but haven't completed that review. To the extent that there would be changes necessary and that those would not be included, that would mean that the project is not being designed in a manner that promotes the least private injury. The compensation is not part of this, but we want to make sure that because there was a 33 kV line that needed to be redesigned as part of this, the compensation includes all of SCE's costs related to the project's impact on the property.

President Sewell closed the public hearing and welcomed Board discussion.

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

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

**PUBLIC HEARING ~ RESOLUTION 2024-06 ~ TO COLLECT SEWER FEES ON TAX ROLL**

The Board conducted the Public Hearing and adopted Resolution 2024-06, electing to collect sewer user fees on the tax roll under California Health and Safety Code §5470 et. seq.

President Sewell opened the public hearing; the secretary gave her report, and a staff report was provided by Arturo Ceja. Mr. Ceja presented a brief overview of this annual process.

There was no public present to speak on this item.

President Sewell closed the public hearing and welcomed Board discussion.

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

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

**Voting Nay:** Director Mayrhofen

**RECEIVE AND FILE THE MISSION CREEK SUBBASIN ANNUAL REPORT FOR WATER YEAR 2022-2023**

The Board received and filed the Mission Creek Subbasin Annual Report for Water Year 2022-2023 prepared for the Coachella Valley Water District, Desert Water Agency, and Mission Springs Water District by WSP USA Environmental & Infrastructure Inc.

Rick Rees, Principal Hydrogeologist for WSP gave a presentation on the Sustainable Groundwater Management Act WY 2022-2023, Annual Report for the Mission Creek Subbasin.

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

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

**AUTHORIZATION FOR PURCHASE OF EQUIPMENT FOR THE NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY AND AUGMENTATION OF THE CAPITAL BUDGET**

The Board authorized the General Manager to approve the purchase of equipment for the Nancy

Wright Regional Water Reclamation Facility for a not to exceed amount of \$331,966.22 and augment the capital budget to accommodate this expenditure.

**Motion made by Director Martin, Seconded by Director Mayrhofen.**

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

**ADOPT RESOLUTION 2024-07 AND RECLASSIFY THE GOVERNMENT AND PUBLIC AFFAIRS MANAGER POSITION**

The Board adopted Resolution 2024-07 amending the Employee Classification Plan for FY 2023-24 with the reclassification of the Public Affairs Manager position.

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

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

**Voting Nay:** Director Mayrhofen

**AWARD OF CONTRACT TO AECOM FOR ASSESSMENT DISTRICT NO. 18, AREA D-3 SANITARY SEWER DESIGN SERVICES**

The Board authorized the General Manager to negotiate and execute a contract with AECOM Technical Services, Inc. (AECOM) for repackaging of the plans and specifications for the AD-18 Area D-3 Sewer Construction Project for a total amount not to exceed \$51,834.

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

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

**AWARD OF ON-CALL GENERAL ENGINEERING SERVICES CONTRACT AMENDMENT NO. 1 FOR THE PREPARATION OF A WATER SUPPLY ASSESSMENT AND WATER SUPPLY VERIFICATION FOR PROJECT VIENTO DEVELOPMENT**

The Board authorized the General Manager to execute a contract amendment with TKE Engineering, Inc. for the preparation of a Water Supply Assessment and Water Supply Verification for the Viento Development Project in the amount of \$21,040.00.

Engineering Manager Eric Weck provided a brief update. The current on-call contract with TKE was addressed. Mr. Weck presented a slide with the breakdown of projects.

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

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

**Voting Nay:** Director Duff

**AWARD OF CONTRACT TO CANYON SPRINGS ENTERPRISES FOR THE WELL 22 REHABILITATION AND CAPITAL BUDGET AUGMENTATION**

The Board authorized the General Manager to award a contract for the Well 22 Rehabilitation Project to Canyon Springs Enterprises, the lowest responsible bidder, in the amount of \$1,333,916.00, plus a 10% contingency (total \$1,467,307.60), and augmented \$680,000 to the capital improvement budget amount to \$2,240,000 for Job No. 11611, and to do all things necessary to complete the project.

Engineering Manager Eric Weck provided a brief update. He confirmed the staff recommendation that was corrected above.

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

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

**AWARD OF CONTRACT TO MWH CONSTRUCTORS, INC. FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR WELL 22 REHABILITATION**

The Board authorized the General Manager to execute a contract agreement with MWH Constructors for an amount not to exceed \$189,573 for construction management and inspection services for the Well 22 Rehabilitation.

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

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

**AWARD CONTRACT AMENDMENT #3 TO WEST YOST FOR HORTON PHASE I NITROGEN CONTROL STRATEGY IMPLEMENTATION**

The Board awarded contract amendment #3 to West Yost to implement Phase I of the work plan described in the Horton WWTP Nitrogen Control Strategy Technical Report approved by the Colorado River Regional Water Quality Control Board in September 2023. This will increase the contract amount to \$84,700.00, from \$181,306.00 to a new total of \$266,006.00.

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

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

**AWARD OF PROFESSIONAL SERVICES AGREEMENT FOR GEOVIEWER SOFTWARE SUBSCRIPTION AND SUPPORT SERVICES FOR THE MISSION SPRINGS WATER DISTRICT TO NOBEL SYSTEMS**

The Board authorized the General Manager to execute a three-year contract for GeoViewer Software Subscription and Support Services for the Mission Springs Water District in the amount of \$63,129.00 to Nobel Systems and authorized the General Manager to do all things necessary to complete the project.

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

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

**DISCUSS RIVERSIDE LOCAL AGENCY FORMATION COMMISSION (LAFCO) ELECTION OF TWO POSITIONS**

The Board considered the nominees for two Riverside Local Agency Formation Commission (LAFCO) positions up for election and directed the Board President cast a vote for a Regular Special District Member from the Eastern Region of the County and an Alternate Special District Member Countywide.

The Board directed the President to cast a vote for regular and alternate members.

## DISCUSSION ITEMS

### **NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**

Terry Renner of TKE presented a construction and funding update to the Board. The ribbon cutting for this facility is scheduled for June 7, 2024.

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

Alvin Flores of Ruhnau Clarke Architects presented a design update to the Board.

## CONSENT AGENDA

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

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

### **APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

March 6, 2024 - Special Meeting Workshop

March 14, 2024 - Study Session

March 18, 2024 - Board Meeting

### **REGISTER OF DEMANDS**

The register of demands totaling \$4,337,139.49

## REPORTS

### **DIRECTOR'S REPORTS**

Director Martin reported attending the following meetings and events: 3/5 RivCo Board of Supervisors Meeting, 3/5 DHS City Council Meeting, 3/7/2024 DVBA Legislative Meeting, 3/9 DHS Little League Opening Day, 3/10 Women's Club Fashion Show, 3/11 DVBA Board Meeting, 3/12 RivCo Board of Supervisors Meeting, 3/14 DVBA General Membership Luncheon, 3/19 RivCo Board of Supervisors Meeting, 3/21 Principal for the Day, 3/21 DVBA Networking Night, 3/28 DVBA Meet & Greet Breakfast, 3/28 Senior Inspiration Awards.

Director Mayrhofen reported attending the following meetings and events: 3/12 DHS Planning Commission Meeting, 3/27 BIA Meet the Builder Round Robin, and 3/29 CVCAN Bowling Networking Event.

Director Duff reported attending the following meetings and events: 3/6 ACWA Groundwater Committee Meeting, 3/12 CVWD Board Meeting, 3/14 ACWA SGMA Implementation, 3/19 DWA Board Meeting, 3/25 CVAG ~ CVCC Meeting, 3/26 CVWD Board Meeting, and 3/27 San Geronio Pass Regional Water Alliance Meeting.

Vice President Griffith reported attending the following meetings and events: the 3/5 DWA Board Meeting, the 3/19-3/22 MSWD Federal Legislative Trip (D.C.), and the 3/28 Senior Inspiration Awards.



President Sewell reported he attended the following meetings and events: 3/19-3/22 MSWD Federal Legislative Trip (D.C.)

### **GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Finance Report—Arturo Ceja noted that accounting is catching up from the audit and preparing the budget for next year.
- B. Public Affairs Report – Marion Champion presented a Public Affairs Update.

### **COMMENTS**

#### **DISTRICT COUNSEL COMMENTS**

The report was given on Thursday, and there was nothing to add.

#### **DIRECTOR COMMENTS**

Director Mayrhofen claimed not all his meetings and events are making it to the Directors report. He also asked for an update on the environmental issues related to the Critical Services Center. Lastly, he addressed the safety issues he sees on our current property.

Director Griffith noted that the issue of building repairs was previously before the Board, and they opted not to proceed with those repairs. He also noted that while in D.C., they met with Senator Padilla and discussed LIWAP coming to an end. Lastly, he noted the benefits of the District's visits to D.C.

President Sewell honored and congratulated Carol Morin on her retirement and benefit to the community.

### **ADJOURN**

With no further business, President Sewell adjourned the meeting at 5:19 PM

Respectfully submitted,

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Dori Petee  
Executive Assistant



## BOARD OF DIRECTORS SPECIAL MEETING (WORKSHOP) MINUTES

Wednesday, April 24, 2024 at 9:00 AM

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

### CALL TO ORDER

President Sewell called the meeting to order at 9:00 AM

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Brian Macy, Marion Champion, Kurt Kettenacker, Amanda Lucas, Carol Morin,  
Arthur Cabrera, April Scott, Dori Petee

### PUBLIC INPUT

No public input

### ITEMS FOR DISCUSSION

#### CHROME VI REGULATION DISCUSSION

A recent State hearing set the limit for Chrome IV to 10 parts per billion. As a result, MSWD has welcomed a consultant to give us an update on how to proceed. Chad Sidel and Juliette Kaplan of Corona Environmental Consulting, LLC, presented to the Board.

On April 17, 2024, the California State Water Resources Control Board unanimously (5-0) approved finalizing 10 µg/L hexavalent chromium MCL. The regulation is expected to be in effect on October 1, 2024, with monitoring and compliance schedules dependent on the expected date. Mr. Sidel shared the proposed Resolution and reviewed the compliance schedule. A review of the timeline concluded with a compliance deadline of October 1, 2026. He reviewed the MSWD Well Cr6 levels and average results since 2014.

There was a lengthy discussion amongst the Board and the consultant.

Gerald McKenna, a DWA Board member and DHS resident, addressed the Board. He noted that the opinions he expressed here today are his own and not those of DWA or its Board of Directors. He asked for transparency from the District moving forward. He made claims of higher Chrome VI levels in his home, which were immediately disputed by staff. He suggested we work with other valley agencies to share solutions and involve the community as well.

#### FY 2024/25 BUDGET

##### A. Administration Building Repairs

Danny Friend shared a presentation with the Board that outlined the history of the building repairs. In 2022 the cost of building repairs was \$74,995. The 2024 costs to repair are closer to \$95,000. He noted the reasons we didn't move forward in the past. There was a brief discussion amongst the Board. The Board gave a consensus on fixing the insulation in certain areas, but no drywall repair will occur.

The conversation moved to replacing the fencing around the demonstration garden between the annex and the administration building. This action would cost between \$11,000 - \$22,000 and may add an additional layer of security. The Board didn't feel like there were substantial security issues to move forward with the fence, but they discussed additional signage around that area.

**B. Employee Requests**

Oriana Hoffert presented the employee requests for the Board's consideration. She reviewed the history and procedure and then presented the current requests. She presented all of the requests made at the March 7th employee meeting and then presented the requests evaluated by the executive team. The requests before the Board today are a cost-of-living increase and an increase in standby holiday pay. The direction from the Board was to move forward with these requests.

**C. Electric Vehicle Update**

This update will be pushed to the May workshop.

**D. Affiliation List Update**

The Assistant General Manager presented the updates to the Affiliation List. Staff is requesting more specific details on the list under each approved Board function. The approved function should be a Board decision, not a staff decision.

**FIXED WATER CHARGES AND PROPERTY TAXES**

This item will be pushed to the May workshop.

**BOARD HANDBOOK UPDATES**

The Assistant General Manager presented the handbook with redline edits. Those edits include the Strategic Plan updates to Sections 3.01 and 3.02. Additionally, language about the Leadership Academy was added to Section 4.01. Changes stem from comments made at recent Board meetings. The Board was strongly encouraged to send any additional comments or changes to the General Manager.

**GENERAL MANAGER'S COMMENTS**

General Manager Macy thanked the Board for today's conversation.

**DIRECTORS' COMMENTS****A. Director General Comments**

Director Mayrhofer noted he has lived here for 50 years, and every time he has asked a Director in the past, he was directed to ask an engineer. He noted he never participated in Board meetings previously because he felt he would not get any straight answers, and now that he is on the Board, he feels nothing has changed.

Director Duff noted that it was brought to her attention that the City Manager overrode an occupancy issue on one of our plumbing/development plans. She encouraged us to talk to legal and find out what we need to do to make sure that the City is aware that they do not have that kind of authority.

**B. Director Requests for Future Agenda Items****ADJOURN**

With no further business, President Sewell adjourned the meeting at 10:50 AM.

Respectfully submitted,

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Dori Petee  
Executive Assistant

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	INVOICE AMOUNT	OPERATING	CAPITAL	TOTAL
1002607	04-11-24	ACWA-JPIA HEALTH BENEFITS AUTH.	MAY 2024 PREPAID INSURANCE	107,443.99	107,443.99		107,443.99
1002551	04-04-24	ACWA/JOINT POWERS INSURANCE AUTHORITY	CLAIM #10-1650 QTR ENDED 03-31/21 RESTITUTION PMT	1,000.00	1,000.00		1,000.00
1002710	04-25-24	ADT COMMERCIAL LLC	SECURITY ALARM - ADMIN & CORP YARD	694.48	694.48		694.48
1002663	04-18-24	AECOM TECHNICAL SERVICES INC.	WELL 42 REDESIGN PP #24	300.00	0.00	300.00	300.00
1002664	04-18-24	AES WATER INC.	SEISMIC VALVE MAINTENANCE 2024	12,990.00	12,990.00		12,990.00
1002593	04-08-24	AFLORES EXCAVATING & GRADING INC.	ACCOUNT REFUND DILLON RD & DIABLO ROAD	260.47	260.47		260.47
1002608	04-11-24	ALEXANDER NINE	WORK BOOTS REIMBURSEMENT	123.92	123.92		123.92
1002711	04-25-24	ALL VALLEY CRANE,INC.	REPAIRS TO AUGER	2,700.00	2,700.00	2,000.00	4,700.00
			UNLOADING GENERATORS SERVICES	2,000.00			
1002712	04-25-24	AMANDA LUCAS	NOTARY REG./BOND REIMBURSEMENT	70.57	70.57		70.57
1002552	04-04-24	AMBER DUFF	MILEAGE REIMBURSEMENT	38.86	38.86		38.86
1002748	04-29-24	ANDREW CARDENAS	ACCOUNT REFUND 69411 POOLSIDE DR	67.80	67.80		67.80
1002665	04-18-24	ANSAFONE CONTACT CENTERS	ANSWERING SERVICE	343.23	343.23		343.23
1002594	04-08-24	ANTHONY LEE	ACCOUNT REFUND 16839 VIA CORTO W	73.15	73.15		73.15
1002609	04-11-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.03.24	379.69	642.44		642.44
			UNIFORM SERVICES 03.27.24	262.75			
1002713	04-25-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.10.24	260.27	552.46		552.46
			UNIFORM SERVICES 04.17.24	292.19			
1002666	04-18-24	ASTRA INDUSTRIAL SERVICES INC	BACKFLOW TEST EQUIP CALIBRATION FEE	178.70	178.70		178.70
1002553	04-04-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - DESERT CREST SLUDGE	1,611.50	5,256.56		5,256.56
			TOTAL N PACKAGE - HWWTP	151.10			
			TOTAL N PACKAGE - RWRWF GRNDWTR WELL 1	889.30			
			TOTAL N PACKAGE - HORTON GROUNDWATER	375.27			
			TOTAL N PACKAGE - DC EFFLUENT	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWTR	1,393.38			
			TOTAL N PACKAGE - HORTON CLARIFIER	625.45			
1002610	04-11-24	BABCOCK LABORATORIES, INC.	CANNDESCENT PRE-TREATMENT POGRAM	802.52	1,203.78		1,203.78
			GUIDE - PRE-TREATMENT PROGRAM	401.26			
1002714	04-25-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - HORTON WWTP	151.10	5,275.19		5,275.19
			E. COLI/ COLIFORM TESTING - HWWTP	393.90			
			TOTAL N PACKAGE - NWRWRF	889.30			
			TOTAL N PACKAGE - HWWTP CLARIFIER	625.45			
			TOTAL N PACKAGE - HWWTP/DCWWTP	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWATER	1,393.38			
			TOTAL N PACKAGE SAMPLES - HWWTP	1,611.50			
1002749	04-29-24	BARBARA BRAMLETT	ACCOUNT REFUND 16363 VIA MONTANA	32.02	32.02		32.02
1002737	04-25-24	BARRY R CRANDALL	ACCOUNT REFUND 10626 SAN PABLO RD	733.88	733.88		733.88
1002611	04-11-24	BECK OIL, INC.	UNLEADED GASOLINE	6,018.41	7,991.85		7,991.85
			DIESEL FUEL	1,973.44			
1002612	04-11-24	BRAX COMPANY, INC.	LOW LEVEL FLOAT FOR DPLS	133.14	133.14		133.14
1002554	04-04-24	BRIAN MACY	UBER WASHINGTON D.C. TRIP REIMBURSEMENT	25.81	25.81		25.81
1002715	04-25-24	BRIAN MACY	TRAVEL/UBER REIMBURSEMENT ACWA LEG SYMP	44.38	44.38		44.38
1002667	04-18-24	BRINKS INCORPORATED	MONTHLY SERVICES - APRIL	309.23	390.09		390.09
			MONTHLY SERVICES - MARCH	80.86			
99106763	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.15.2024	35,702.97	35,702.97		35,702.97
99106764	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	ANA MURILLO RETRO ADJ. PPE 03.15.2024	175.55	175.55		175.55
99106910	04-15-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.29.2024	37,149.54	37,149.54		37,149.54
1002716	04-25-24	CAROL A MORIN	REFRESHMENT REIMBURSEMENT	31.46	31.46		31.46
1002648	04-12-24	CAROLINA ESPINOZA	ACCOUNT REFUND 12925 REDBUD RD	80.07	80.07		80.07

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1002555	04-04-24	CARPI & CLAY. INC	FEDERAL ADVOCACY	5,000.00	5,000.00		5,000.00
1002613	04-11-24	CASAMAR GROUP, LLC	LABOR COMPLIANCE - B-81 PAVING INC	280.03	1,354.03	141.68	1,495.71
			LABOR COMPLIANCE - LO LYNCH	418.38			
			LABOR COMPLIANCE - LEGEND PUMP	233.91			
			LABOR COMPLIANCE - URBAN HABITAT	280.03			
			LABOR COMPLIANCE - MCDONALD ELECTRIC INC	141.68			
			LABOR COMPLIANCE - TRI-STAR CONTRACTING	141.68			
1002556	04-04-24	CASEY DOLAN	DIGITAL AD MGMT & CONSULT - APRIL	650.00	650.00		650.00
1002614	04-11-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 13875 SUSAN WAY	320.97	320.97		320.97
			MSWD-24-3				
1002717	04-25-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 66160 HACIENDA AVE	320.97	641.94		641.94
			CITY ENC. PERMIT - 13855 LA MESA DR.	320.97			
1002615	04-11-24	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC - 03/2024	270.00	270.00		270.00
1002616	04-11-24	CORE & MAIN LP	INVENTORY	399.78	29,684.07		29,684.07
			BREAK-OFF BOLT NUT SET	169.71			
			4" PIPE CL 350 TJ	2,314.60			
			INVENTORY	1,664.85			
			ANGLE STOPS	1,556.09			
			CVS-1 SHUTTLE VALVE	1,582.02			
			6" BUTTERFLY VALVE	2,106.56			
			BUTTERFLY VALVE	2,106.56			
			WASTE WATER AIR VAC	2,058.03			
			INVENTORY	2,154.60			
			POWERSEAL AC JOINT CLAMP	5,361.75			
			INVENTORY	2,974.98			
			INVENTORY	824.29			
			INVENTORY	3,124.75			
			COMPRESSION CPLG	1,223.18			
			INVENTORY	445.01			
			CREDIT	-1,556.09			
			INVENTORY	1,173.40			
1002668	04-18-24	COUNTY OF RIVERSIDE	COUNTY HAZMAT PERMIT	1,892.00	1,892.00		1,892.00
1002580	04-08-24	CUPERTINO ELETRIC INC	ACCOUNT REFUND DIABLO RD & STAGEBRUSH	388.29	388.29		388.29
1002557	04-04-24	CWEA	CSM GRADE 2 RENEWAL - GREG C.	103.00	103.00		103.00
1002718	04-25-24	CWEA	COLLECTION SYS. MAINT. GRADE 2 - GRANT F.	103.00	206.00		206.00
			COLLECTION SYS. MAINT. GRADE 2- ANDY G.	103.00			
1002669	04-18-24	CYPRESS DENTAL ADMINISTRATORS	MAY 2024 PREPAID DENTAL INSURANCE	4,623.75	4,623.75		4,623.75
1002750	04-29-24	DALE CABLER	ACCOUNT REFUND 12770 DEODAR AVE	73.34	73.34		73.34
1002581	04-08-24	DANIEL GARTIN	ACCOUNT REFUND 66576 ESTRELLA AVE	45.85	45.85		45.85
1002670	04-18-24	DEBTBOOK	RENEWAL ANNUAL SUBSCRIPTION	7,000.00	7,000.00		7,000.00
1002617	04-11-24	DESERT ELECTRIC SUPPLY	LIQUID TIGHT CONNECTORS - WATER PROD.	56.56	483.03		483.03
			REPAIR MATERIAL WELL 33 - WTR PROD.	426.47			
1002671	04-18-24	DESERT ELECTRIC SUPPLY	REPAIR MATERIAL - WELL 33	418.86	418.86		418.86
1002719	04-25-24	DESERT HOT SPRINGS ELKS LODGE #2639	SPONSORSHIP - ELKS GOLF TOURNAMENT	500.00	500.00		500.00
1002751	04-29-24	DESERT HOT SPRINGS PLAZA, LLC	ACCOUNT REFUND 13000 PALM DR	60.57	60.57		60.57
1002558	04-04-24	DESERT PROMOTIONS	BOD NAME BADGES	87.00	87.00		87.00
1002673	04-18-24	DESERT TIRE AND AUTO REPAIR	REPLACEMENT TIRES TRK#409	1,135.04	1,135.04		1,135.04
1002618	04-11-24	DESERT URGENT CARE	DOT PHYSICAL/RANDOM	310.00	310.00		310.00
1002672	04-18-24	DESERT VALLEY DISPOSAL, INC.	ADMIN BLDG MARCH SERVICE	544.89	1,338.79		1,338.79

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			MARCH SERVICE CORP YARD	793.90			
1002649	04-12-24	DONJUDAS MACCABEES	ACCOUNT REFUND 66715 THUNDERBIRD LN	13.68	13.68		13.68
1002595	04-08-24	DOROTHY JNAUEN	ACCOUNT REFUND 64977 AUGUSTA AVE	22.72	22.72		22.72
1002619	04-11-24	ECOLOGY AUTO PARTS	SLUDGE HAULING - W.E. 03.22.24	3,897.13	15,950.17		15,950.17
			SLUDGE HAULING - 1 LOAD W.E. 03.01.24	1,313.40			
			SLUDGE HAULING - 1 LOAD W.E. 03.08.24	1,900.78			
			1 LOAD - TRACTOR UNIT W.E. 03.01.24	3,000.00			
			SLUDGE HAULING - 1 LOAD W.E. 03.20.24	1,900.05			
			SLUDGE HAULING - 3 LOADS W.E. 03.08.24	3,938.81			
1002674	04-18-24	ECOLOGY AUTO PARTS	SLUDGE HAULING	2,000.00	7,257.54		7,257.54
			SLUDGE HAULING - 4 LOADS	5,257.54			
1002650	04-12-24	EDDIE MARTINEZ	ACCOUNT REFUND 12654 SUMAC DR	282.42	282.42		282.42
1002596	04-08-24	EDGAR SERNAS	ACCOUNT REFUND 13731 STARLIGHT WAY	68.92	68.92		68.92
1002675	04-18-24	EDOM HILL TRANSFER STATION	BRUSH REMOVAL - ADMIN BLDG	50.88	50.88		50.88
99106759	04-05-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 03.29.24	59,596.06	59,596.06		59,596.06
99106821	04-10-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q3 2020 - AMENDED 941	73.25	73.25		73.25
99106877	04-01-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2021 PYMT DUE WITH AMENDED RETURN	12,182.54	12,182.54		12,182.54
99106878	04-11-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2022 PAYMENT DUE WITH AMENDED RETURN	13,506.96	13,506.96		13,506.96
99106992	04-19-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 04.12.24	55,733.19	55,733.19		55,733.19
1002582	04-08-24	ELECTRIC PATROL INC.	ACCOUNT REFUND AVE DORADO & CHOLLA	194.33	194.33		194.33
PR040524	04-05-24	EMPLOYEES		3,163.82	3,163.82		3,163.82
PR041924	04-19-24	EMPLOYEES		0.00	0.00		0.00
1002676	04-18-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE 03/2024	55,515.91	55,515.91		55,515.91
1002720	04-25-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE	89,877.53	89,877.53		89,877.53
1002677	04-18-24	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT - 03/2024	4,120.87	4,120.87		4,120.87
1002738	04-25-24	ERIK LARSEN	ACCOUNT REFUND 66211 5TH ST	82.00	82.00		82.00
1002583	04-08-24	ERIKA MATTHEWS	ACCOUNT REFUND CENTURIAN ST & PENLAND	687.52	687.52		687.52
1002597	04-08-24	ESTATE OF DAVID P. DRUMM	ACCOUNT REFUND 54150 KALSMAN DR	41.58	41.58		41.58
1002598	04-08-24	ESTEFANY RAMIREZ	ACCOUNT REFUND 15714 AVE RAMADA	60.56	60.56		60.56
1002559	04-04-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTION SERVICES	1,830.00	1,830.00		1,830.00
1002620	04-11-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTING SERVICES - 03/2024	2,287.50	4,575.00		4,575.00
			MARCH CLEANING SERVICES	2,287.50			
1002739	04-25-24	EZEKIEL NUNEZ	ACCOUNT REFUND 66155 GRANADA AVE	300.00	300.00		300.00
1002678	04-18-24	FARMER BROS. CO	COFFEE ORDER - ACCTG, ADMIN, ENG.	450.62	450.62		450.62
1002560	04-04-24	FEDEX	WELLS FARGO OVERNIGHT FEE	51.59	103.18		103.18
			WELLS FARGO OVERNIGHT FEE	51.59			
1002679	04-18-24	FEDEX	WELLS FARGO OVERNIGHT FEE	69.75	121.46		121.46
			WELLS FARGO OVERNIGHT FEE	51.71			
1002651	04-12-24	FIONA CAIRNS	ACCOUNT REFUND 12572 REDBUD RD	35.25	35.25		35.25
1002561	04-04-24	FOOD NOW	CHILE COOK-OFF SPONSORSHIP	750.00	750.00		750.00
1002621	04-11-24	FORSHOCK	SCADA MONITORING - 04/2024	220.00	220.00		220.00
1002622	04-11-24	FRANCHISE TAX BOARD	GARNISHMENT EE#72 PMT 15	150.00	150.00		150.00
1002721	04-25-24	FRANCHISE TAX BOARD	GARNISHMENT EE# 72 PPE 04.12.24 PMT 16	150.00	150.00		150.00
1002599	04-08-24	GABINO BAEZ	ACCOUNT REFUND 65786 6TH ST	37.79	37.79		37.79
1002562	04-04-24	GARY W HURT	TOILET REBATE	100.00	100.00		100.00
1002623	04-11-24	GLOBAL EQUIPMENT COMPANY INC	12 GAL ACID CORROSIVE CABINET	1,032.30	1,032.30		1,032.30
1002722	04-25-24	GLOBAL EQUIPMENT COMPANY INC	STORAGE CABINETS - NWRWRF PLANT	8,077.63	8,077.63		8,077.63
1002624	04-11-24	GRAINGER	BULK STORAGE RACKS - WRIGHT PLANT	3,488.37	3,488.37		3,488.37
1002680	04-18-24	GRAINGER	HAND DRUMP PUMP - WATER PRODUCTION	142.95	3,898.23		3,898.23

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			BRASS FITTINGS - WATER PRODUCTION	266.91			
			STORAGE RACKS- WRIGHT PLANT	3,488.37			
1002681	04-18-24	GRISWOLD INDUSTRIES	CLA-VAL REPAIR	2,958.06	2,958.06		2,958.06
1002625	04-11-24	HACH COMPANY	REPLACEMENT DO PROBES HORTON PLANT	2,732.54	2,732.54		2,732.54
1002600	04-08-24	HENKELS AND MCCOY WEST, LLC	ACCOUNT REFUND 670 GARNET AVE	720.09	720.09		720.09
1002682	04-18-24	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD	6,738.49	6,186.28		6,186.28
			HOME DEPOT CREDIT CARD	-552.21			
1002584	04-08-24	HP COMMUNICATIONS, INC.	ACCOUNT REFUND 64777 DILLON RD	100.00	100.00		100.00
1002652	04-12-24	ILIANA RABAGO	ACCOUNT REFUND 66401 SAN JUAN RD	260.06	260.06		260.06
1002563	04-04-24	INFOSEND INC	MONTHLY BILLING SERVICES	6,164.16	6,164.16		6,164.16
1002683	04-18-24	INFOSEND INC	MONTHLY BILLING SERVICES	7,103.62	8,359.18		8,359.18
			NEWSLETTER INSERT - FEB.	1,255.56			
1002626	04-11-24	INTELESYS	IT MANAGED SERVICES - MAY 2024	8,055.00	8,055.00		8,055.00
1002585	04-08-24	INTERIOR TILE DESIGNS INC	ACCOUNT REFUND 64145 APPALACHIAN ST	56.56	56.56		56.56
1002723	04-25-24	IVAN SEWELL	HOTEL REIMBURSEMENT MSWD D.C. TRIP	1,564.70	1,564.70		1,564.70
1002601	04-08-24	IVY FITZGERALD	ACCOUNT REFUND 67705 LOMA VISTA RD	82.00	82.00		82.00
1002740	04-25-24	JACQUELINE SANDERSON	ACCOUNT REFUND 64125 16TH AVE	33.28	33.28		33.28
1002577	04-08-24	JAMES FORBY	ACCOUNT REFUND 66988 JOSHUA CT	16.08	16.08		16.08
1002602	04-08-24	JAMES JOSEPH CASSIOL	ACCOUNT REFUND 69553 MIDPARK DR	83.39	83.39		83.39
1002654	04-12-24	JANINE MARTINEZ	ACCOUNT REFUND 66750 YUCCA DR	248.07	248.07		248.07
1002653	04-12-24	JANIS LIMON	ACCOUNT REFUND 64550 PIERSON BLVD #32	123.14	123.14		123.14
1002655	04-12-24	JASON LOMBARDO	ACCOUNT REFUND 66357 3RD ST	41.43	41.43		41.43
1002741	04-25-24	JASON RAVELY	ACCOUNT REFUND 66328 BUENA VISTA AVE	16.75	16.75		16.75
1002724	04-25-24	JEFFREY R NUTTER	REIMBURSEMENT - WATER TREATMENT COURSE	216.25	216.25		216.25
1002586	04-08-24	JERRY KILLIN	ACCOUNT REFUND 16760 GREENWAY CT	22.25	22.25		22.25
1002587	04-08-24	JOHN NORDSTROM	ACCOUNT REFUND 66671 SAN MARCUS RD	50.24	50.24		50.24
1002627	04-11-24	JWC ENVIRONMENTAL INC.	HEADWORKS AUGER REPLACEMENT BRUSH	1,177.36	1,177.36		1,177.36
1002564	04-04-24	KILLER BEE PEST CONTROL	BEE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002628	04-11-24	KILLER BEE PEST CONTROL	BEE REMOVAL - 11535 KAREN AVE	95.00	95.00		95.00
1002725	04-25-24	KILLER BEE PEST CONTROL	BEEHIVE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002684	04-18-24	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	PULL & INSPECT/LABOR - WELL 24	9,910.00	9,910.00		9,910.00
1002629	04-11-24	LEE BOYER	WORK BOOTS REIMBURSEMENT	91.35	91.35		91.35
1002565	04-04-24	LEGEND PUMP & WELL SERVICE, INC.	WELL 28 VIDEO LOG	600.00	600.00		600.00
1002566	04-04-24	LESLIE L CHOU AS TRUSTEE OF JAMES & LESLIE CHOU TRUST	PURCHASE OF EASEMENT	2,000.00	0.00	2,000.00	2,000.00
			APN: 669-110-001				
1002588	04-08-24	LIDIA NAJERA	ACCOUNT REFUND 65812 DESERT VIEW AVE	6.22	6.22		6.22
99106761	04-09-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 03.29.24	18,452.49	18,452.49		18,452.49
99106996	04-12-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04.12.2024	17,201.94	17,201.94		17,201.94
1002603	04-08-24	LIZETTE SALAS	ACCOUNT REFUND 13591 OVERLOOK DR	53.84	53.84		53.84
1002589	04-08-24	LOS VALII'S LLC	ACCOUNT REFUND 66146 6TH ST	23.87	23.87		23.87
1002567	04-04-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	8,305.60		8,305.60
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN	2,482.40			
			STAFFING SERVICES - ADMIN	2,482.40			
1002630	04-11-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	5,823.20		5,823.20
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN.	2,482.40			
1002685	04-18-24	MANPOWER US INC.	STAFFING SERVICES - FIELD REP.	1,670.40	4,152.80		4,152.80

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			STAFFING SERVICES - ADMIN.	2,482.40			
1002726	04-25-24	MANPOWER US INC.	STAFFING SERVICES - ADMIN.	1,489.44	4,830.24		4,830.24
			STAFFING SERVICES - FIELD	1,670.40			
			STAFFING SERVICES - FIELD	1,670.40			
1002656	04-12-24	MARK EDWARDS	ACCOUNT REFUND 68218 CALLE BONITA	37.65	37.65		37.65
1002752	04-29-24	MARLENE POWELL	ACCOUNT REFUND 66325 AVE CADENA	37.61	37.61		37.61
1002631	04-11-24	MATHESON TRI-GAS, INC	2 CASES NITRILE GLOVES	408.37	408.37		408.37
1002686	04-18-24	MATHESON TRI-GAS, INC	CLEAR LENS SAFETY GLASSES	2.69	2.69		2.69
1002687	04-18-24	MCDONALD ELECTRIC, INC	SERVICE CALL @ DPLS	406.63	1,357.51		1,357.51
			DPLS SERVICE CALL	950.88			
1002727	04-25-24	MCDONALD ELECTRIC, INC	WELL #31 SERVICE CALL	2,295.18	3,212.77		3,212.77
			WELL 10 WASTE VALVE TIMER REPAIR	917.59			
1002632	04-11-24	MCMASTER-CARR	RESTOCK #2001 PADLOCKS	344.18	2,417.15		2,417.15
			INVENTORY	723.36			
			INVENTORY	1,349.61			
1002688	04-18-24	MDN WATER MANAGEMENT SERVICES INC	RWRF GRANT, GM REPORT, BUDGET TASKS	7,543.50	7,543.50		7,543.50
1002657	04-12-24	MERIDY VOLZ	ACCOUNT REFUND 13144 EL RIO LN	68.37	68.37		68.37
1002590	04-08-24	MIGUEL MUNOZ LIVING TRUST	ACCOUNT REFUND 66348 7TH ST	36.07	36.07		36.07
1002591	04-08-24	MOISES VARGAS	ACCOUNT REFUND 66070 CAHUILLA AVE "B"	82.00	82.00		82.00
1002689	04-18-24	MSA CONSULTING INC	SURVEY SVCS - CRITICAL SERVICES BLDG	2,000.00	2,000.00		2,000.00
1002658	04-12-24	MWM RAIL SERVICE	ACCOUNT REFUND 6550 N INDIAN CYN DR AT DRIVEWAY	717.11	717.11		717.11
1002633	04-11-24	NAPA AUTO PARTS	EMORY CLOTH, HAND CLEANER	129.28	46.44		46.44
			TAIL LAMPS FOR FLEET MAINT.	52.16			
			BATTERY CORE CREDIT 09/18/23	-135.00			
1002634	04-11-24	NCL OF WISCONSIN, INC	TDS STANDARD DEVIATION FOR LAB	106.52	106.52		106.52
1002690	04-18-24	O'REILLY AUTOMOTIVE INC.	REPLACEMENT BATTERY UNIT#419	167.94	318.67		318.67
			REPLACEMENT BATTERY UNIT #362	150.73			
1002742	04-25-24	OLEKSANDR BRZHEZYTSKYI	ACCOUNT REFUND 64357 BRAEBURN AVE	81.09	81.09		81.09
1002604	04-08-24	PALARI CONSTRUCTION, INC.	ACCOUNT REFUND RIDGE CREST WAY & MCCARGER RD.	740.86	740.86		740.86
1002605	04-08-24	PALARI VILLAS DHS, LLC	ACCOUNT REFUND SCENIC CREST CIR	680.72	680.72		680.72
1002635	04-11-24	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL SERVICES - BAIT BOX	40.00	300.00		300.00
			PEST CONTROL - ADMIN BLDG	90.00			
			PEST CONTROL - ANNEX	65.00			
			PEST CONTROL - CORP YARD	45.00			
			PEST CONTROL - BAIT BOX CORP YARD	60.00			
1002691	04-18-24	PALM SPRINGS UNIFIED	CABOT YERXA FIELD TRIP - MISS. CREEK	484.26	484.26		484.26
1002637	04-11-24	PARKERS BUILDING SUPPLY	REPLACEMENT LIGHT SWITCH	30.47	491.06		491.06
			METAL GRINDING DISC	30.68			
			MATERIAL - WRIGHT PLANT	61.37			
			PVC PIPE FITTING	7.29			
			HOSE CLAMP - WRIGHT PLANT	24.73			
			HOSE CONNECTOR	32.27			
			PLASTIC ROOF CEMENT - MAINT. SHOP	18.30			
			PVC 90 ELL	17.13			
			MATERIAL ROOF REPAIR - ADMIN BUILDING	53.84			
			WASHERS - ADMIN BUILDING	0.32			
			TOOLS - LEAK REPAIR	99.08			
			INVENTORY	52.30			
			REPAIR MATERIAL - MAINT. SHOP	10.86			



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			PRUNING SAW BLADES	19.37			
			REPAIR MATERIAL WELL 22	19.38			
			REPAIR MATERIAL WELL 22	13.67			
1002693	04-18-24	PARKERS BUILDING SUPPLY	PALLET DEPOSIT CREDIT	-39.87	4.27		4.27
			REPLACEMENT BLADES C&M	44.14			
1002636	04-11-24	PARKHOUSE TIRE, INC	TIRE REPLACEMENT TRAILER #394	1,870.28	1,870.28		1,870.28
1002692	04-18-24	PARKHOUSE TIRE, INC	TIRE REPAIR BACKHOE #431	339.79	339.79		339.79
1002694	04-18-24	PATTON DOOR & GATE	GATE REPAIRS - CORP YARD PP #1	9,857.40	16,429.00		16,429.00
			GATE REPAIRS - CORP YARD PP #2	6,571.60			
1002743	04-25-24	PAUL DANIEL JR RIVAS	ACCOUNT REFUND 68118 CALLE BLANCO	29.10	29.10		29.10
99107119	04-19-24	PAYMENTUS CORPORATION	MAR 2024 CREDIT CARD FEES	3,612.15	3,612.15		3,612.15
99106911	04-05-24	PAYNEARME MT, INC.	MAR 2024 PAYNEARME FEES	8,912.32	8,912.32		8,912.32
1002638	04-11-24	PHENOVA, INC.	ANNUAL DO PROFICIENCY STUDY FOR HORTON	162.94	162.94		162.94
1002568	04-04-24	PLANIT REPROGRAPHICS	WASHINGTON DC BROCHURE	383.28	383.28		383.28
1002639	04-11-24	PLUMBERS DEPOT INC	SUCTION HOSES FOR GAPVAX	1,608.59	1,608.59		1,608.59
1002569	04-04-24	RE CHAFFEE CONSTRUCTION INC	SUPPLEMENTAL SEPTIC CONVERSION	371,333.15	371,333.15		371,333.15
1002570	04-04-24	RIVERSIDE COUNTY FLOOD CONTROL AND	MISSION CREEK CHANNEL	3,000.00	0.00	3,000.00	3,000.00
			ENCROACHMENT PERMIT				
1002571	04-04-24	ROBERT G MODRICH	UNIDATA MAINTENANCE MARCH 2024	3,511.20	3,511.20		3,511.20
1002695	04-18-24	ROBERT GUERRI	TOILET REBATE	100.00	100.00		100.00
1002728	04-25-24	ROCKY'S NEW YORK PIZZERIA	EMPLOYEE APPRECIATION LUNCH CATERING	1,826.14	1,826.14		1,826.14
1002659	04-12-24	ROXANNE RAMOS	ACCOUNT REFUND 66604 ESTRELLA AVE	19.19	19.19		19.19
1002696	04-18-24	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	54,600.00	0.00	54,600.00	54,600.00
1002572	04-04-24	RUSS MARTIN	MILEAGE REIMBURSEMENT	110.55	110.55		110.55
1002578	04-08-24	RUTH LOPEZ ACOSTA	ACCOUNT REFUND 9500 VALENCIA DR	78.88	78.88		78.88
1002606	04-08-24	S LEE COOPER	ACCOUNT REFUND 12641 AVE SERENA	65.56	65.56		65.56
1002592	04-08-24	SAN HAY CHAN	ACCOUNT REFUND 68651 PANORAMA DR	63.88	63.88		63.88
1002753	04-29-24	SEAN MALATESTA	ACCOUNT REFUND 66722 GRANADA AVE	15.57	15.57		15.57
1002697	04-18-24	SHERWIN-WILLIAMS	RESTOCK SAFETY PAINT GALLONS	1,001.72	1,001.72		1,001.72
1002640	04-11-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES RETAINR	6,500.00	6,500.00		6,500.00
1002698	04-18-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES OVER RETAINER	13,380.50	25,397.50		25,397.50
			LEGAL SERVICES DWA LAWSUIT	12,017.00			
1002641	04-11-24	SO CAL GAS	GAS BILL MARCH 2024	80.72	80.72		80.72
1002642	04-11-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	5,347.60	5,347.60		5,347.60
1002699	04-18-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	108,759.75	108,759.75		108,759.75
1002729	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	2,939.57	2,939.57		2,939.57
1002730	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	33,586.98	33,586.98		33,586.98
99106760	04-05-24	STATE OF CA EDD	STATE TAX PPE 03.29.24	11,987.84	11,987.84		11,987.84
99106993	04-12-24	STATE OF CA EDD	STATE TAX PPE 04.12.24	11,256.22	11,256.22		11,256.22
1002744	04-25-24	STEPHEN TOLLETTE	ACCOUNT REFUND 8585 SUMMIT PASS	114.56	114.56		114.56
1002660	04-12-24	STEVEN THOMSON	ACCOUNT REFUND 13080 PALM DR	119.12	119.12		119.12
1002700	04-18-24	SWAIN ELECTRIC MOTOR SERVICE	COMPLETE MOTOR & PUMP OVERHAUL	18,316.42	18,316.42		18,316.42
1002643	04-11-24	SWRCB ACCOUNTING OFFICE	DISTRIBUTION RENEWAL - JOE HERNANDEZ	80.00	80.00		80.00
1002731	04-25-24	SWRCB ACCOUNTING OFFICE	WATER TREATMENT CERT. T2 - DAVID PENA	60.00	60.00		60.00
1002661	04-12-24	SYDNEY BEAUNE	ACCOUNT REFUND 8460 WARWICK DR	52.34	52.34		52.34
1002573	04-04-24	TEAM MOM CHARITIES INC	SPONORSHIP - SCHOLARSHIP & COM SUPPORT	250.00	250.00		250.00
1002575	04-04-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002732	04-25-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002702	04-18-24	THE LINCOLN NATL. LIFE INS. CO.	MAY 2024 LIFE INSURANCE	3,942.13	3,942.13		3,942.13

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	INVOICE AMOUNT	OPERATING	CAPITAL	TOTAL
1002574	04-04-24	THE UPS STORE #5062	BUSINESS CARDS	58.17	58.17		58.17
1002701	04-18-24	THE UPS STORE #5062	SHIPPING FEES - BACKFLOW GAUGES	16.54	60.99		60.99
			SHIPPING FEES	18.60			
			NAME BADGE - HOFFERT	25.85			
1002745	04-25-24	THOMAS OAKLEY	ACCOUNT REFUND 65565 ACOMA AVE #48	6.99	6.99		6.99
1002576	04-04-24	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES TKE JAN. 2024	12,942.50	11,230.00	38,572.50	49,802.50
			GENERAL DISTRICT ENGINEERING SERVICES	36,860.00			
1002733	04-25-24	TKE ENGINEERING, INC	CONSULTANT DESIGN FEB. 2024	552.50	11,490.00	552.50	12,042.50
			CM & INSPECTION RANCH DESCANSO	11,490.00			
1002746	04-25-24	TOP FLIGHT INVESTMENTS, LLC.	ACCOUNT REFUND 68160 CALLE CERRITO	164.00	164.00		164.00
1002703	04-18-24	TOPS N BARRICADES, INC	NO TRESS. SIGNS, SIGN POST - WATER PRODUCTION	739.50	739.50		739.50
1002747	04-25-24	TRAVIS K DELGADILLO	ACCOUNT REFUND 66674 4TH ST	65.63	65.63		65.63
1002644	04-11-24	ULINE INC	LOCKERS & FIRST AID KITS	2,952.10	6,981.66		6,981.66
			EXOFIT BODY HARNESS	876.29			
			16 STEP LADDER W/30" TOP STEP	3,153.27			
1002704	04-18-24	ULINE INC	YELLOW HIGHLIGHTERS 2DZ	33.13	376.37		376.37
			NITRILE GLOVES - HORTON PLANT	343.24			
1002645	04-11-24	UMETECH, INC.	PAYMENTUS WEBSERVER WORK	1,125.00	1,125.00		1,125.00
1002646	04-11-24	UNDERGROUND SERVICE ALERT	NEW TICKET CHARGES	442.25	442.25		442.25
1002734	04-25-24	URBAN HABITAT	LANDSCAPE SERVICES	5,550.00	7,833.75		7,833.75
			PALM TREE REMOVAL @ 66147 1ST STREET	2,283.75			
1002705	04-18-24	USA BLUEBOOK	SUCTION TANKS- WATER PRODUCTION	1,217.93	2,164.35		2,164.35
			CHEMICAL FEED PUMP CLEANING SOLUTION	663.80			
			DPD DISPENSERS - WATER PRODUCTION	282.62			
1002735	04-25-24	USA BLUEBOOK	REPLACEMENT DIGITAL PRESSURE GAUGES	402.87	402.87		402.87
1002706	04-18-24	VAGABOND WELDING SUPPLY	METAL MATERIAL - WRIGHT PLANT	130.29	227.68		227.68
			CL2 TRANSFER PUMP MATERIAL	97.39			
1002707	04-18-24	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	587.45	587.45		587.45
1002708	04-18-24	WATERLINE TECHNOLOGIES INC.	5 DRUMS REFILLED	1,222.96	1,243.43		1,243.43
			POLY FILL TUBING - WATER PRODUCTION	20.47			
99107121	04-29-24	WELLS FARGO - WELLSONE	MARCH 2024 CC PAYMENT	65,012.50	65,012.50		65,012.50
99106758	04-05-24	WELLS FARGO BANK	AUTO DEP PPE 03.29.24	138,615.29	138,615.29		138,615.29
99106912	04-01-24	WELLS FARGO BANK	MAR 2024 LOC INTEREST EXP	49,875.00	49,875.00		49,875.00
99106988	04-19-24	WELLS FARGO BANK	AUTO DEP PPE 04.19.24	134,241.72	134,241.72		134,241.72
1002709	04-18-24	WEST COAST SAND AND GRAVEL INC.	RESTOCK BASE MATERIAL 25 TONS	532.09	1,079.91		1,079.91
			RESTOCK BASE MATERIAL 26 TONS	547.82			
1002647	04-11-24	WESTERN WATER WORKS	INVENTORY	3,137.04	3,137.04		3,137.04
			INVENTORY	522.37			
			CREDIT	-522.37			
1002662	04-12-24	WILLARD PALM JR	ACCOUNT REFUND 66087 AVE CADENA	115.47	115.47		115.47
1002579	04-08-24	WILLIBALD SIEGL	ACCOUNT REFUND 69254 CRESTWOOD DR	41.14	41.14		41.14
1002736	04-25-24	ZORO TOOLS INC	CUSTOM WORK PLATFORMS	7,634.96	7,634.96		7,634.96
			CURRENT CHECK TOTAL	1,940,447.1	1,839,280.4	101,166.6	1,940,447.1
TOTAL				1,940,447.12	1,839,280.44	101,166.68	1,940,447.12
223 records listed							

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1002569	04-04-24	RE CHAFFEE CONSTRUCTION INC	SUPPLEMENTAL SEPTIC CONVERSION	371,333.15	371,333.15		371,333.15
99106758	04-05-24	WELLS FARGO BANK	AUTO DEP PPE 03.29.24	138,615.29	138,615.29		138,615.29
99106988	04-19-24	WELLS FARGO BANK	AUTO DEP PPE 04.19.24	134,241.72	134,241.72		134,241.72
1002699	04-18-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	108,759.75	108,759.75		108,759.75
1002607	04-11-24	ACWA-JPIA HEALTH BENEFITS AUTH.	MAY 2024 PREPAID INSURANCE	107,443.99	107,443.99		107,443.99
1002720	04-25-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE	89,877.53	89,877.53		89,877.53
99107121	04-29-24	WELLS FARGO - WELLSONE	MARCH 2024 CC PAYMENT	65,012.50	65,012.50		65,012.50
99106759	04-05-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 03.29.24	59,596.06	59,596.06		59,596.06
99106992	04-19-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 04.12.24	55,733.19	55,733.19		55,733.19
1002676	04-18-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE 03/2024	55,515.91	55,515.91		55,515.91
1002696	04-18-24	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	54,600.00	0.00	54,600.00	54,600.00
99106912	04-01-24	WELLS FARGO BANK	MAR 2024 LOC INTEREST EXP	49,875.00	49,875.00		49,875.00
1002576	04-04-24	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES TKE JAN. 2024	12,942.50	11,230.00	38,572.50	49,802.50
			GENERAL DISTRICT ENGINEERING SERVICES	36,860.00			
99106910	04-15-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.29.2024	37,149.54	37,149.54		37,149.54
99106763	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.15.2024	35,702.97	35,702.97		35,702.97
1002730	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	33,586.98	33,586.98		33,586.98
1002616	04-11-24	CORE & MAIN LP	INVENTORY	399.78	29,684.07		29,684.07
			BREAK-OFF BOLT NUT SET	169.71			
			4" PIPE CL 350 TJ	2,314.60			
			INVENTORY	1,664.85			
			ANGLE STOPS	1,556.09			
			CVS-1 SHUTTLE VALVE	1,582.02			
			6" BUTTERFLY VALVE	2,106.56			
			BUTTERFLY VALVE	2,106.56			
			WASTE WATER AIR VAC	2,058.03			
			INVENTORY	2,154.60			
			POWERSEAL AC JOINT CLAMP	5,361.75			
			INVENTORY	2,974.98			
			INVENTORY	824.29			
			INVENTORY	3,124.75			
			COMPRESSION CPLG	1,223.18			
			INVENTORY	445.01			
			CREDIT	-1,556.09			
			INVENTORY	1,173.40			
1002698	04-18-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES OVER RETAINER	13,380.50	25,397.50		25,397.50
			LEGAL SERVICES DWA LAWSUIT	12,017.00			
99106761	04-09-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 03.29.24	18,452.49	18,452.49		18,452.49
1002700	04-18-24	SWAIN ELECTRIC MOTOR SERVICE	COMPLETE MOTOR & PUMP OVERHAUL	18,316.42	18,316.42		18,316.42
99106996	04-12-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04.12.2024	17,201.94	17,201.94		17,201.94
1002694	04-18-24	PATTON DOOR & GATE	GATE REPAIRS - CORP YARD PP #1	9,857.40	16,429.00		16,429.00
			GATE REPAIRS - CORP YARD PP #2	6,571.60			
1002619	04-11-24	ECOLOGY AUTO PARTS	SLUDGE HAULING - W.E. 03.22.24	3,897.13	15,950.17		15,950.17
			SLUDGE HAULING - 1 LOAD W.E. 03.01.24	1,313.40			
			SLUDGE HAULING - 1 LOAD W.E. 03.08.24	1,900.78			
			1 LOAD - TRACTOR UNIT W.E. 03.01.24	3,000.00			
			SLUDGE HAULING - 1 LOAD W.E. 03.20.24	1,900.05			
			SLUDGE HAULING - 3 LOADS W.E. 03.08.24	3,938.81			
99106878	04-11-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2022 PAYMENT DUE WITH AMENDED RETURN	13,506.96	13,506.96		13,506.96

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1002664	04-18-24	AES WATER INC.	SEISMIC VALVE MAINTENANCE 2024	12,990.00	12,990.00		12,990.00
99106877	04-01-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2021 PYMT DUE WITH AMENDED RETURN	12,182.54	12,182.54		12,182.54
1002733	04-25-24	TKE ENGINEERING, INC	CONSULTANT DESIGN FEB. 2024	552.50	11,490.00	552.50	12,042.50
			CM & INSPECTION RANCH DESCANSO	11,490.00			
99106760	04-05-24	STATE OF CA EDD	STATE TAX PPE 03.29.24	11,987.84	11,987.84		11,987.84
99106993	04-12-24	STATE OF CA EDD	STATE TAX PPE 04.12.24	11,256.22	11,256.22		11,256.22
1002684	04-18-24	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	PULL & INSPECT/LABOR - WELL 24	9,910.00	9,910.00		9,910.00
99106911	04-05-24	PAYNEARME MT, INC.	MAR 2024 PAYNEARME FEES	8,912.32	8,912.32		8,912.32
1002683	04-18-24	INFOSEND INC	MONTHLY BILLING SERVICES	7,103.62	8,359.18		8,359.18
			NEWSLETTER INSERT - FEB.	1,255.56			
1002567	04-04-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	8,305.60		8,305.60
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN	2,482.40			
			STAFFING SERVICES - ADMIN	2,482.40			
1002722	04-25-24	GLOBAL EQUIPMENT COMPANY INC	STORAGE CABINETS - NWRWRF PLANT	8,077.63	8,077.63		8,077.63
1002626	04-11-24	INTELESYS	IT MANAGED SERVICES - MAY 2024	8,055.00	8,055.00		8,055.00
1002611	04-11-24	BECK OIL, INC.	UNLEADED GASOLINE	6,018.41	7,991.85		7,991.85
			DIESEL FUEL	1,973.44			
1002734	04-25-24	URBAN HABITAT	LANDSCAPE SERVICES	5,550.00	7,833.75		7,833.75
			PALM TREE REMOVAL @ 66147 1ST STREET	2,283.75			
1002736	04-25-24	ZORO TOOLS INC	CUSTOM WORK PLATFORMS	7,634.96	7,634.96		7,634.96
1002688	04-18-24	MDN WATER MANAGEMENT SERVICES INC	RWRF GRANT, GM REPORT, BUDGET TASKS	7,543.50	7,543.50		7,543.50
1002674	04-18-24	ECOLOGY AUTO PARTS	SLUDGE HAULING	2,000.00	7,257.54		7,257.54
			SLUDGE HAULING - 4 LOADS	5,257.54			
1002670	04-18-24	DEBTBOOK	RENEWAL ANNUAL SUBSCRIPTION	7,000.00	7,000.00		7,000.00
1002644	04-11-24	ULINE INC	LOCKERS & FIRST AID KITS	2,952.10	6,981.66		6,981.66
			EXOFIT BODY HARNESS	876.29			
			16 STEP LADDER W/30" TOP STEP	3,153.27			
1002640	04-11-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES RETAINR	6,500.00	6,500.00		6,500.00
1002682	04-18-24	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD	6,738.49	6,186.28		6,186.28
			HOME DEPOT CREDIT CARD	-552.21			
1002563	04-04-24	INFOSEND INC	MONTHLY BILLING SERVICES	6,164.16	6,164.16		6,164.16
1002630	04-11-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	5,823.20		5,823.20
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN.	2,482.40			
1002642	04-11-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	5,347.60	5,347.60		5,347.60
1002714	04-25-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - HORTON WWTP	151.10	5,275.19		5,275.19
			E. COLI/ COLIFORM TESTING - HWWTP	393.90			
			TOTAL N PACKAGE - NWRWRF	889.30			
			TOTAL N PACKAGE - HWWTP CLARIFIER	625.45			
			TOTAL N PACKAGE - HWWTP/DCWWTP	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWATER	1,393.38			
			TOTAL N PACKAGE SAMPLES - HWWTP	1,611.50			
1002553	04-04-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - DESERT CREST SLUDGE	1,611.50	5,256.56		5,256.56
			TOTAL N PACKAGE - HWWTP	151.10			
			TOTAL N PACKAGE - RWRF GRNDWTR WELL 1	889.30			
			TOTAL N PACKAGE - HORTON GROUNDWATER	375.27			
			TOTAL N PACKAGE - DC EFFLUENT	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWTR	1,393.38			

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			TOTAL N PACKAGE - HORTON CLARIFIER	625.45			
1002555	04-04-24	CARPI & CLAY. INC	FEDERAL ADVOCACY	5,000.00	5,000.00		5,000.00
1002726	04-25-24	MANPOWER US INC.	STAFFING SERVICES - ADMIN.	1,489.44	4,830.24		4,830.24
			STAFFING SERVICES - FIELD	1,670.40			
			STAFFING SERVICES - FIELD	1,670.40			
1002711	04-25-24	ALL VALLEY CRANE,INC.	REPAIRS TO AUGER	2,700.00	2,700.00	2,000.00	4,700.00
			UNLOADING GENERATORS SERVICES	2,000.00			
1002669	04-18-24	CYPRESS DENTAL ADMINISTRATORS	MAY 2024 PREPAID DENTAL INSURANCE	4,623.75	4,623.75		4,623.75
1002620	04-11-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTING SERVICES - 03/2024	2,287.50	4,575.00		4,575.00
			MARCH CLEANING SERVICES	2,287.50			
1002685	04-18-24	MANPOWER US INC.	STAFFING SERVICES - FIELD REP.	1,670.40	4,152.80		4,152.80
			STAFFING SERVICES - ADMIN.	2,482.40			
1002677	04-18-24	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT - 03/2024	4,120.87	4,120.87		4,120.87
1002702	04-18-24	THE LINCOLN NATL. LIFE INS. CO.	MAY 2024 LIFE INSURANCE	3,942.13	3,942.13		3,942.13
1002680	04-18-24	GRAINGER	HAND DRUMP PUMP - WATER PRODUCTION	142.95	3,898.23		3,898.23
			BRASS FITTINGS - WATER PRODUCTION	266.91			
			STORAGE RACKS- WRIGHT PLANT	3,488.37			
99107119	04-19-24	PAYMENTUS CORPORATION	MAR 2024 CREDIT CARD FEES	3,612.15	3,612.15		3,612.15
1002571	04-04-24	ROBERT G MODRICH	UNIDATA MAINTENANCE MARCH 2024	3,511.20	3,511.20		3,511.20
1002624	04-11-24	GRAINGER	BULK STORAGE RACKS - WRIGHT PLANT	3,488.37	3,488.37		3,488.37
1002727	04-25-24	MCDONALD ELECTRIC, INC	WELL #31 SERVICE CALL	2,295.18	3,212.77		3,212.77
			WELL 10 WASTE VALVE TIMER REPAIR	917.59			
PR040524	04-05-24	EMPLOYEES		3,163.82	3,163.82		3,163.82
1002647	04-11-24	WESTERN WATER WORKS	INVENTORY	3,137.04	3,137.04		3,137.04
			INVENTORY	522.37			
			CREDIT	-522.37			
1002570	04-04-24	RIVERSIDE COUNTY FLOOD CONTROL AND	MISSION CREEK CHANNEL ENCROACHMENT PERMIT	3,000.00	0.00	3,000.00	3,000.00
1002681	04-18-24	GRISWOLD INDUSTRIES	CLA-VAL REPAIR	2,958.06	2,958.06		2,958.06
1002729	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	2,939.57	2,939.57		2,939.57
1002625	04-11-24	HACH COMPANY	REPLACEMENT DO PROBES HORTON PLANT	2,732.54	2,732.54		2,732.54
1002632	04-11-24	MCMASTER-CARR	RESTOCK #2001 PADLOCKS	344.18	2,417.15		2,417.15
			INVENTORY	723.36			
			INVENTORY	1,349.61			
1002705	04-18-24	USA BLUEBOOK	SUCTION TANKS- WATER PRODUCTION	1,217.93	2,164.35		2,164.35
			CHEMICAL FEED PUMP CLEANING SOLUTION	663.80			
			DPD DISPENSERS - WATER PRODUCTION	282.62			
1002566	04-04-24	LESLIE L CHOU AS TRUSTEE OF JAMES & LESLIE CHOU TRUST	PURCHASE OF EASEMENT	2,000.00	0.00	2,000.00	2,000.00
			APN: 669-110-001				
1002689	04-18-24	MSA CONSULTING INC	SURVEY SVCS - CRITICAL SERVICES BLDG	2,000.00	2,000.00		2,000.00
1002668	04-18-24	COUNTY OF RIVERSIDE	COUNTY HAZMAT PERMIT	1,892.00	1,892.00		1,892.00
1002636	04-11-24	PARKHOUSE TIRE, INC	TIRE REPLACEMENT TRAILER #394	1,870.28	1,870.28		1,870.28
1002559	04-04-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTION SERVICES	1,830.00	1,830.00		1,830.00
1002728	04-25-24	ROCKY'S NEW YORK PIZZERIA	EMPLOYEE APPRECIATION LUNCH CATERING	1,826.14	1,826.14		1,826.14
1002639	04-11-24	PLUMBERS DEPOT INC	SUCTION HOSES FOR GAPVAX	1,608.59	1,608.59		1,608.59
1002723	04-25-24	IVAN SEWELL	HOTEL REIMBURSEMENT MSWD D.C. TRIP	1,564.70	1,564.70		1,564.70
1002613	04-11-24	CASAMAR GROUP, LLC	LABOR COMPLIANCE - B-81 PAVING INC	280.03	1,354.03	141.68	1,495.71
			LABOR COMPLIANCE - LO LYNCH	418.38			

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			LABOR COMPLIANCE - LEGEND PUMP	233.91			
			LABOR COMPLIANCE - URBAN HABITAT	280.03			
			LABOR COMPLIANCE - MCDONALD ELECTRIC INC	141.68			
			LABOR COMPLIANCE - TRI-STAR CONTRACTING	141.68			
1002687	04-18-24	MCDONALD ELECTRIC, INC	SERVICE CALL @ DPLS	406.63	1,357.51		1,357.51
			DPLS SERVICE CALL	950.88			
1002672	04-18-24	DESERT VALLEY DISPOSAL, INC.	ADMIN BLDG MARCH SERVICE	544.89	1,338.79		1,338.79
			MARCH SERVICE CORP YARD	793.90			
1002708	04-18-24	WATERLINE TECHNOLOGIES INC.	5 DRUMS REFILLED	1,222.96	1,243.43		1,243.43
			POLY FILL TUBING - WATER PRODUCTION	20.47			
1002610	04-11-24	BABCOCK LABORATORIES, INC.	CANNDESCENT PRE-TREATMENT POGRAM	802.52	1,203.78		1,203.78
			GUIDE - PRE-TREATMENT PROGRAM	401.26			
1002627	04-11-24	JWC ENVIRONMENTAL INC.	HEADWORKS AUGER REPLACEMENT BRUSH	1,177.36	1,177.36		1,177.36
1002673	04-18-24	DESERT TIRE AND AUTO REPAIR	REPLACEMENT TIRES TRK#409	1,135.04	1,135.04		1,135.04
1002645	04-11-24	UMETECH, INC.	PAYMENTUS WEBSERVER WORK	1,125.00	1,125.00		1,125.00
1002709	04-18-24	WEST COAST SAND AND GRAVEL INC.	RESTOCK BASE MATERIAL 25 TONS	532.09	1,079.91		1,079.91
			RESTOCK BASE MATERIAL 26 TONS	547.82			
1002623	04-11-24	GLOBAL EQUIPMENT COMPANY INC	12 GAL ACID CORROSIVE CABINET	1,032.30	1,032.30		1,032.30
1002697	04-18-24	SHERWIN-WILLIAMS	RESTOCK SAFETY PAINT GALLONS	1,001.72	1,001.72		1,001.72
1002551	04-04-24	ACWA/JOINT POWERS INSURANCE AUTHORITY	CLAIM #10-1650 QTR ENDED 03-31/21 RESTITUTION PMT	1,000.00	1,000.00		1,000.00
1002575	04-04-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002732	04-25-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002561	04-04-24	FOOD NOW	CHILE COOK-OFF SPONSORSHIP	750.00	750.00		750.00
1002604	04-08-24	PALARI CONSTRUCTION, INC.	ACCOUNT REFUND RIDGE CREST WAY & MCCARGER RD.	740.86	740.86		740.86
1002703	04-18-24	TOPS N BARRICADES, INC	NO TRESS. SIGNS, SIGN POST - WATER PRODUCTION	739.50	739.50		739.50
1002737	04-25-24	BARRY R CRANDALL	ACCOUNT REFUND 10626 SAN PABLO RD	733.88	733.88		733.88
1002600	04-08-24	HENKELS AND MCCOY WEST, LLC	ACCOUNT REFUND 670 GARNET AVE	720.09	720.09		720.09
1002658	04-12-24	MWM RAIL SERVICE	ACCOUNT REFUND 6550 N INDIAN CYN DR AT DRIVEWAY	717.11	717.11		717.11
1002710	04-25-24	ADT COMMERCIAL LLC	SECURITY ALARM - ADMIN & CORP YARD	694.48	694.48		694.48
1002583	04-08-24	ERIKA MATTHEWS	ACCOUNT REFUND CENTURIAN ST & PENLAND	687.52	687.52		687.52
1002605	04-08-24	PALARI VILLAS DHS, LLC	ACCOUNT REFUND SCENIC CREST CIR	680.72	680.72		680.72
1002556	04-04-24	CASEY DOLAN	DIGITAL AD MGMT & CONSULT - APRIL	650.00	650.00		650.00
1002609	04-11-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.03.24	379.69	642.44		642.44
			UNIFORM SERVICES 03.27.24	262.75			
1002717	04-25-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 66160 HACIENDA AVE	320.97	641.94		641.94
			CITY ENC. PERMIT - 13855 LA MESA DR.	320.97			
1002565	04-04-24	LEGEND PUMP & WELL SERVICE, INC.	WELL 28 VIDEO LOG	600.00	600.00		600.00
1002707	04-18-24	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	587.45	587.45		587.45
1002713	04-25-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.10.24	260.27	552.46		552.46
			UNIFORM SERVICES 04.17.24	292.19			
1002719	04-25-24	DESERT HOT SPRINGS ELKS LODGE #2639	SPONSORSHIP - ELKS GOLF TOURNAMENT	500.00	500.00		500.00
1002637	04-11-24	PARKERS BUILDING SUPPLY	REPLACEMENT LIGHT SWITCH	30.47	491.06		491.06
			METAL GRINDING DISC	30.68			
			MATERIAL - WRIGHT PLANT	61.37			
			PVC PIPE FITTING	7.29			
			HOSE CLAMP - WRIGHT PLANT	24.73			
			HOSE CONNECTOR	32.27			
			PLASTIC ROOF CEMENT - MAINT. SHOP	18.30			
			PVC 90 ELL	17.13			

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			MATERIAL ROOF REPAIR - ADMIN BUILDING	53.84			
			WASHERS - ADMIN BUILDING	0.32			
			TOOLS - LEAK REPAIR	99.08			
			INVENTORY	52.30			
			REPAIR MATERIAL - MAINT. SHOP	10.86			
			PRUNING SAW BLADES	19.37			
			REPAIR MATERIAL WELL 22	19.38			
			REPAIR MATERIAL WELL 22	13.67			
1002691	04-18-24	PALM SPRINGS UNIFIED	CABOT YERXA FIELD TRIP - MISS. CREEK	484.26	484.26		484.26
1002617	04-11-24	DESERT ELECTRIC SUPPLY	LIQUID TIGHT CONNECTORS - WATER PROD.	56.56	483.03		483.03
			REPAIR MATERIAL WELL 33 - WTR PROD.	426.47			
1002678	04-18-24	FARMER BROS. CO	COFFEE ORDER - ACCTG, ADMIN, ENG.	450.62	450.62		450.62
1002646	04-11-24	UNDERGROUND SERVICE ALERT	NEW TICKET CHARGES	442.25	442.25		442.25
1002671	04-18-24	DESERT ELECTRIC SUPPLY	REPAIR MATERIAL - WELL 33	418.86	418.86		418.86
1002631	04-11-24	MATHESON TRI-GAS, INC	2 CASES NITRILE GLOVES	408.37	408.37		408.37
1002735	04-25-24	USA BLUEBOOK	REPLACEMENT DIGITAL PRESSURE GAUGES	402.87	402.87		402.87
1002667	04-18-24	BRINKS INCORPORATED	MONTHLY SERVICES - APRIL	309.23	390.09		390.09
			MONTHLY SERVICES - MARCH	80.86			
1002580	04-08-24	CUPERTINO ELETRIC INC	ACCOUNT REFUND DIABLO RD & STAGEBRUSH	388.29	388.29		388.29
1002568	04-04-24	PLANIT REPROGRAPHICS	WASHINGTON DC BROCHURE	383.28	383.28		383.28
1002704	04-18-24	ULINE INC	YELLOW HIGHLIGHTERS 2DZ	33.13	376.37		376.37
			NITRILE GLOVES - HORTON PLANT	343.24			
1002665	04-18-24	ANSAFONE CONTACT CENTERS	ANSWERING SERVICE	343.23	343.23		343.23
1002692	04-18-24	PARKHOUSE TIRE, INC	TIRE REPAIR BACKHOE #431	339.79	339.79		339.79
1002614	04-11-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 13875 SUSAN WAY	320.97	320.97		320.97
			MSWD-24-3				
1002690	04-18-24	O'REILLY AUTOMOTIVE INC.	REPLACEMENT BATTERY UNIT#419	167.94	318.67		318.67
			REPLACEMENT BATTERY UNIT #362	150.73			
1002618	04-11-24	DESERT URGENT CARE	DOT PHYSICAL/RANDOM	310.00	310.00		310.00
1002635	04-11-24	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL SERVICES - BAIT BOX	40.00	300.00		300.00
			PEST CONTROL - ADMIN BLDG	90.00			
			PEST CONTROL - ANNEX	65.00			
			PEST CONTROL - CORP YARD	45.00			
			PEST CONTROL - BAIT BOX CORP YARD	60.00			
1002663	04-18-24	AECOM TECHNICAL SERVICES INC.	WELL 42 REDESIGN PP #24	300.00	0.00	300.00	300.00
1002739	04-25-24	EZEKIEL NUNEZ	ACCOUNT REFUND 66155 GRANADA AVE	300.00	300.00		300.00
1002650	04-12-24	EDDIE MARTINEZ	ACCOUNT REFUND 12654 SUMAC DR	282.42	282.42		282.42
1002615	04-11-24	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC - 03/2024	270.00	270.00		270.00
1002593	04-08-24	AFLORES EXCAVATING & GRADING INC.	ACCOUNT REFUND DILLON RD & DIABLO ROAD	260.47	260.47		260.47
1002652	04-12-24	ILIANA RABAGO	ACCOUNT REFUND 66401 SAN JUAN RD	260.06	260.06		260.06
1002573	04-04-24	TEAM MOM CHARITIES INC	SPONORSHIP - SCHOLARSHIP & COM SUPPORT	250.00	250.00		250.00
1002654	04-12-24	JANINE MARTINEZ	ACCOUNT REFUND 66750 YUCCA DR	248.07	248.07		248.07
1002706	04-18-24	VAGABOND WELDING SUPPLY	METAL MATERIAL - WRIGHT PLANT	130.29	227.68		227.68
			CL2 TRANSFER PUMP MATERIAL	97.39			
1002621	04-11-24	FORSHOCK	SCADA MONITORING - 04/2024	220.00	220.00		220.00
1002724	04-25-24	JEFFREY R NUTTER	REIMBURSEMENT - WATER TREATMENT COURSE	216.25	216.25		216.25
1002718	04-25-24	CWEA	COLLECTION SYS. MAINT. GRADE 2 - GRANT F.	103.00	206.00		206.00
			COLLECTION SYS. MAINT. GRADE 2- ANDY G.	103.00			
1002582	04-08-24	ELECTRIC PATROL INC.	ACCOUNT REFUND AVE DORADO & CHOLLA	194.33	194.33		194.33

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1002564	04-04-24	KILLER BEE PEST CONTROL	BEE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002725	04-25-24	KILLER BEE PEST CONTROL	BEEHIVE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002666	04-18-24	ASTRA INDUSTRIAL SERVICES INC	BACKFLOW TEST EQUIP CALIBRATION FEE	178.70	178.70		178.70
99106764	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	ANA MURILLO RETRO ADJ. PPE 03.15.2024	175.55	175.55		175.55
1002746	04-25-24	TOP FLIGHT INVESTMENTS, LLC.	ACCOUNT REFUND 68160 CALLE CERRITO	164.00	164.00		164.00
1002638	04-11-24	PHENOVA, INC.	ANNUAL DO PROFICIENCY STUDY FOR HORTON	162.94	162.94		162.94
1002622	04-11-24	FRANCHISE TAX BOARD	GARNISHMENT EE#72 PMT 15	150.00	150.00		150.00
1002721	04-25-24	FRANCHISE TAX BOARD	GARNISHMENT EE# 72 PPE 04.12.24 PMT 16	150.00	150.00		150.00
1002612	04-11-24	BRAX COMPANY, INC.	LOW LEVEL FLOAT FOR DPLS	133.14	133.14		133.14
1002608	04-11-24	ALEXANDER NINE	WORK BOOTS REIMBURSEMENT	123.92	123.92		123.92
1002653	04-12-24	JANIS LIMON	ACCOUNT REFUND 64550 PIERSON BLVD #32	123.14	123.14		123.14
1002679	04-18-24	FEDEX	WELLS FARGO OVERNIGHT FEE	69.75	121.46		121.46
			WELLS FARGO OVERNIGHT FEE	51.71			
1002660	04-12-24	STEVEN THOMSON	ACCOUNT REFUND 13080 PALM DR	119.12	119.12		119.12
1002662	04-12-24	WILLARD PALM JR	ACCOUNT REFUND 66087 AVE CADENA	115.47	115.47		115.47
1002744	04-25-24	STEPHEN TOLLETTE	ACCOUNT REFUND 8585 SUMMIT PASS	114.56	114.56		114.56
1002572	04-04-24	RUSS MARTIN	MILEAGE REIMBURSEMENT	110.55	110.55		110.55
1002634	04-11-24	NCL OF WISCONSIN, INC	TDS STANDARD DEVIATION FOR LAB	106.52	106.52		106.52
1002560	04-04-24	FEDEX	WELLS FARGO OVERNIGHT FEE	51.59	103.18		103.18
			WELLS FARGO OVERNIGHT FEE	51.59			
1002557	04-04-24	CWEA	CSM GRADE 2 RENEWAL - GREG C.	103.00	103.00		103.00
1002562	04-04-24	GARY W HURT	TOILET REBATE	100.00	100.00		100.00
1002584	04-08-24	HP COMMUNICATIONS, INC.	ACCOUNT REFUND 64777 DILLON RD	100.00	100.00		100.00
1002695	04-18-24	ROBERT GUERRI	TOILET REBATE	100.00	100.00		100.00
1002628	04-11-24	KILLER BEE PEST CONTROL	BEE REMOVAL - 11535 KAREN AVE	95.00	95.00		95.00
1002629	04-11-24	LEE BOYER	WORK BOOTS REIMBURSEMENT	91.35	91.35		91.35
1002558	04-04-24	DESERT PROMOTIONS	BOD NAME BADGES	87.00	87.00		87.00
1002602	04-08-24	JAMES JOSEPH CASSIOL	ACCOUNT REFUND 69553 MIDPARK DR	83.39	83.39		83.39
1002591	04-08-24	MOISES VARGAS	ACCOUNT REFUND 66070 CAHUILLA AVE "B"	82.00	82.00		82.00
1002601	04-08-24	IVY FITZGERALD	ACCOUNT REFUND 67705 LOMA VISTA RD	82.00	82.00		82.00
1002738	04-25-24	ERIK LARSEN	ACCOUNT REFUND 66211 5TH ST	82.00	82.00		82.00
1002742	04-25-24	OLEKSANDR BRZHEZYTSKYI	ACCOUNT REFUND 64357 BRAEBURN AVE	81.09	81.09		81.09
1002641	04-11-24	SO CAL GAS	GAS BILL MARCH 2024	80.72	80.72		80.72
1002648	04-12-24	CAROLINA ESPINOZA	ACCOUNT REFUND 12925 REDBUD RD	80.07	80.07		80.07
1002643	04-11-24	SWRCB ACCOUNTING OFFICE	DISTRIBUTION RENEWAL - JOE HERNANDEZ	80.00	80.00		80.00
1002578	04-08-24	RUTH LOPEZ ACOSTA	ACCOUNT REFUND 9500 VALENCIA DR	78.88	78.88		78.88
1002750	04-29-24	DALE CABLER	ACCOUNT REFUND 12770 DEODAR AVE	73.34	73.34		73.34
99106821	04-10-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q3 2020 - AMENDED 941	73.25	73.25		73.25
1002594	04-08-24	ANTHONY LEE	ACCOUNT REFUND 16839 VIA CORTO W	73.15	73.15		73.15
1002712	04-25-24	AMANDA LUCAS	NOTARY REG./BOND REIMBURSEMENT	70.57	70.57		70.57
1002596	04-08-24	EDGAR SERNAS	ACCOUNT REFUND 13731 STARLIGHT WAY	68.92	68.92		68.92
1002657	04-12-24	MERIDY VOLZ	ACCOUNT REFUND 13144 EL RIO LN	68.37	68.37		68.37
1002748	04-29-24	ANDREW CARDENAS	ACCOUNT REFUND 69411 POOLSIDE DR	67.80	67.80		67.80
1002747	04-25-24	TRAVIS K DELGADILLO	ACCOUNT REFUND 66674 4TH ST	65.63	65.63		65.63
1002606	04-08-24	S LEE COOPER	ACCOUNT REFUND 12641 AVE SERENA	65.56	65.56		65.56
1002592	04-08-24	SAN HAY CHAN	ACCOUNT REFUND 68651 PANORAMA DR	63.88	63.88		63.88
1002701	04-18-24	THE UPS STORE #5062	SHIPPING FEES - BACKFLOW GAUGES	16.54	60.99		60.99
			SHIPPING FEES	18.60			
			NAME BADGE - HOFFERT	25.85			



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1002751	04-29-24	DESERT HOT SPRINGS PLAZA, LLC	ACCOUNT REFUND 13000 PALM DR	60.57	60.57		60.57
1002598	04-08-24	ESTEFANY RAMIREZ	ACCOUNT REFUND 15714 AVE RAMADA	60.56	60.56		60.56
1002731	04-25-24	SWRCB ACCOUNTING OFFICE	WATER TREATMENT CERT. T2 - DAVID PENA	60.00	60.00		60.00
1002574	04-04-24	THE UPS STORE #5062	BUSINESS CARDS	58.17	58.17		58.17
1002585	04-08-24	INTERIOR TILE DESIGNS INC	ACCOUNT REFUND 64145 APPALACHIAN ST	56.56	56.56		56.56
1002603	04-08-24	LIZETTE SALAS	ACCOUNT REFUND 13591 OVERLOOK DR	53.84	53.84		53.84
1002661	04-12-24	SYDNEY BEAUNE	ACCOUNT REFUND 8460 WARWICK DR	52.34	52.34		52.34
1002675	04-18-24	EDOM HILL TRANSFER STATION	BRUSH REMOVAL - ADMIN BLDG	50.88	50.88		50.88
1002587	04-08-24	JOHN NORDSTROM	ACCOUNT REFUND 66671 SAN MARCUS RD	50.24	50.24		50.24
1002633	04-11-24	NAPA AUTO PARTS	EMORY CLOTH, HAND CLEANER	129.28	46.44		46.44
			TAIL LAMPS FOR FLEET MAINT.	52.16			
			BATTERY CORE CREDIT 09/18/23	-135.00			
1002581	04-08-24	DANIEL GARTIN	ACCOUNT REFUND 66576 ESTRELLA AVE	45.85	45.85		45.85
1002715	04-25-24	BRIAN MACY	TRAVEL/UBER REIMBURSEMENT ACWA LEG SYMP	44.38	44.38		44.38
1002597	04-08-24	ESTATE OF DAVID P. DRUMM	ACCOUNT REFUND 54150 KALSMAN DR	41.58	41.58		41.58
1002655	04-12-24	JASON LOMBARDO	ACCOUNT REFUND 66357 3RD ST	41.43	41.43		41.43
1002579	04-08-24	WILLIBALD SIEGL	ACCOUNT REFUND 69254 CRESTWOOD DR	41.14	41.14		41.14
1002552	04-04-24	AMBER DUFF	MILEAGE REIMBURSEMENT	38.86	38.86		38.86
1002599	04-08-24	GABINO BAEZ	ACCOUNT REFUND 65786 6TH ST	37.79	37.79		37.79
1002656	04-12-24	MARK EDWARDS	ACCOUNT REFUND 68218 CALLE BONITA	37.65	37.65		37.65
1002752	04-29-24	MARLENE POWELL	ACCOUNT REFUND 66325 AVE CADENA	37.61	37.61		37.61
1002590	04-08-24	MIGUEL MUNOZ LIVING TRUST	ACCOUNT REFUND 66348 7TH ST	36.07	36.07		36.07
1002651	04-12-24	FIONA CAIRNS	ACCOUNT REFUND 12572 REDBUD RD	35.25	35.25		35.25
1002740	04-25-24	JACQUELINE SANDERSON	ACCOUNT REFUND 64125 16TH AVE	33.28	33.28		33.28
1002749	04-29-24	BARBARA BRAMLETT	ACCOUNT REFUND 16363 VIA MONTANA	32.02	32.02		32.02
1002716	04-25-24	CAROL A MORIN	REFRESHMENT REIMBURSEMENT	31.46	31.46		31.46
1002743	04-25-24	PAUL DANIEL JR RIVAS	ACCOUNT REFUND 68118 CALLE BLANCO	29.10	29.10		29.10
1002554	04-04-24	BRIAN MACY	UBER WASHINGTON D.C. TRIP REIMBURSEMENT	25.81	25.81		25.81
1002589	04-08-24	LOS VALII'S LLC	ACCOUNT REFUND 66146 6TH ST	23.87	23.87		23.87
1002595	04-08-24	DOROTHY JNAUEN	ACCOUNT REFUND 64977 AUGUSTA AVE	22.72	22.72		22.72
1002586	04-08-24	JERRY KILLIN	ACCOUNT REFUND 16760 GREENWAY CT	22.25	22.25		22.25
1002659	04-12-24	ROXANNE RAMOS	ACCOUNT REFUND 66604 ESTRELLA AVE	19.19	19.19		19.19
1002741	04-25-24	JASON RAVELY	ACCOUNT REFUND 66328 BUENA VISTA AVE	16.75	16.75		16.75
1002577	04-08-24	JAMES FORBY	ACCOUNT REFUND 66988 JOSHUA CT	16.08	16.08		16.08
1002753	04-29-24	SEAN MALATESTA	ACCOUNT REFUND 66722 GRANADA AVE	15.57	15.57		15.57
1002649	04-12-24	DONJUDAS MACCABEES	ACCOUNT REFUND 66715 THUNDERBIRD LN	13.68	13.68		13.68
1002745	04-25-24	THOMAS OAKLEY	ACCOUNT REFUND 65565 ACOMA AVE #48	6.99	6.99		6.99
1002588	04-08-24	LIDIA NAJERA	ACCOUNT REFUND 65812 DESERT VIEW AVE	6.22	6.22		6.22
1002693	04-18-24	PARKERS BUILDING SUPPLY	PALLET DEPOSIT CREDIT	-39.87	4.27		4.27
			REPLACEMENT BLADES C&M	44.14			
1002686	04-18-24	MATHESON TRI-GAS, INC	CLEAR LENS SAFETY GLASSES	2.69	2.69		2.69
PR041924	04-19-24	EMPLOYEES		0.00	0.00		0.00
			CURRENT CHECK TOTAL	1,940,447.1	1,839,280.4	101,166.6	1,940,447.1
TOTAL				1,940,447.12	1,839,280.44	101,166.68	1,940,447.12
223 records listed							

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	INVOICE AMOUNT	OPERATING	CAPITAL	TOTAL
1002551	04-04-24	ACWA/JOINT POWERS INSURANCE AUTHORITY	CLAIM #10-1650 QTR ENDED 03-31/21 RESTITUTION PMT	1,000.00	1,000.00		1,000.00
1002552	04-04-24	AMBER DUFF	MILEAGE REIMBURSEMENT	38.86	38.86		38.86
1002553	04-04-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - DESERT CREST SLUDGE	1,611.50	5,256.56		5,256.56
			TOTAL N PACKAGE - HWWTP	151.10			
			TOTAL N PACKAGE - RWRP GRNDWTR WELL 1	889.30			
			TOTAL N PACKAGE - HORTON GROUNDWATER	375.27			
			TOTAL N PACKAGE - DC EFFLUENT	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWTR	1,393.38			
			TOTAL N PACKAGE - HORTON CLARIFIER	625.45			
1002554	04-04-24	BRIAN MACY	UBER WASHINGTON D.C. TRIP REIMBURSEMENT	25.81	25.81		25.81
1002555	04-04-24	CARPI & CLAY. INC	FEDERAL ADVOCACY	5,000.00	5,000.00		5,000.00
1002556	04-04-24	CASEY DOLAN	DIGITAL AD MGMT & CONSULT - APRIL	650.00	650.00		650.00
1002557	04-04-24	CWEA	CSM GRADE 2 RENEWAL - GREG C.	103.00	103.00		103.00
1002558	04-04-24	DESERT PROMOTIONS	BOD NAME BADGES	87.00	87.00		87.00
1002559	04-04-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTION SERVICES	1,830.00	1,830.00		1,830.00
1002560	04-04-24	FEDEX	WELLS FARGO OVERNIGHT FEE	51.59	103.18		103.18
			WELLS FARGO OVERNIGHT FEE	51.59			
1002561	04-04-24	FOOD NOW	CHILE COOK-OFF SPONSORSHIP	750.00	750.00		750.00
1002562	04-04-24	GARY W HURT	TOILET REBATE	100.00	100.00		100.00
1002563	04-04-24	INFOSEND INC	MONTHLY BILLING SERVICES	6,164.16	6,164.16		6,164.16
1002564	04-04-24	KILLER BEE PEST CONTROL	BEE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002565	04-04-24	LEGEND PUMP & WELL SERVICE, INC.	WELL 28 VIDEO LOG	600.00	600.00		600.00
1002566	04-04-24	LESLIE L CHOU AS TRUSTEE OF JAMES & LESLIE CHOU TRUST	PURCHASE OF EASEMENT	2,000.00	0.00	2,000.00	2,000.00
			APN: 669-110-001				
1002567	04-04-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	8,305.60		8,305.60
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN	2,482.40			
			STAFFING SERVICES - ADMIN	2,482.40			
1002568	04-04-24	PLANIT REPROGRAPHICS	WASHINGTON DC BROCHURE	383.28	383.28		383.28
1002569	04-04-24	RE CHAFFEE CONSTRUCTION INC	SUPPLEMENTAL SEPTIC CONVERSION	371,333.15	371,333.15		371,333.15
1002570	04-04-24	RIVERSIDE COUNTY FLOOD CONTROL AND ENCROACHMENT PERMIT	MISSION CREEK CHANNEL	3,000.00	0.00	3,000.00	3,000.00
1002571	04-04-24	ROBERT G MODRICH	UNIDATA MAINTENANCE MARCH 2024	3,511.20	3,511.20		3,511.20
1002572	04-04-24	RUSS MARTIN	MILEAGE REIMBURSEMENT	110.55	110.55		110.55
1002573	04-04-24	TEAM MOM CHARITIES INC	SPONORSHIP - SCHOLARSHIP & COM SUPPORT	250.00	250.00		250.00
1002574	04-04-24	THE UPS STORE #5062	BUSINESS CARDS	58.17	58.17		58.17
1002575	04-04-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002576	04-04-24	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES TKE JAN. 2024	12,942.50	11,230.00	38,572.50	49,802.50
			GENERAL DISTRICT ENGINEERING SERVICES	36,860.00			
1002577	04-08-24	JAMES FORBY	ACCOUNT REFUND 66988 JOSHUA CT	16.08	16.08		16.08
1002578	04-08-24	RUTH LOPEZ ACOSTA	ACCOUNT REFUND 9500 VALENCIA DR	78.88	78.88		78.88
1002579	04-08-24	WILLIBALD SIEGL	ACCOUNT REFUND 69254 CRESTWOOD DR	41.14	41.14		41.14
1002580	04-08-24	CUPERTINO ELETRIC INC	ACCOUNT REFUND DIABLO RD & STAGEBRUSH	388.29	388.29		388.29
1002581	04-08-24	DANIEL GARTIN	ACCOUNT REFUND 66576 ESTRELLA AVE	45.85	45.85		45.85
1002582	04-08-24	ELECTRIC PATROL INC.	ACCOUNT REFUND AVE DORADO & CHOLLA	194.33	194.33		194.33
1002583	04-08-24	ERIKA MATTHEWS	ACCOUNT REFUND CENTURIAN ST & PENLAND	687.52	687.52		687.52
1002584	04-08-24	HP COMMUNICATIONS, INC.	ACCOUNT REFUND 64777 DILLON RD	100.00	100.00		100.00
1002585	04-08-24	INTERIOR TILE DESIGNS INC	ACCOUNT REFUND 64145 APPALACHIAN ST	56.56	56.56		56.56

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1002586	04-08-24	JERRY KILLIN	ACCOUNT REFUND 16760 GREENWAY CT	22.25	22.25		22.25
1002587	04-08-24	JOHN NORDSTROM	ACCOUNT REFUND 66671 SAN MARCUS RD	50.24	50.24		50.24
1002588	04-08-24	LIDIA NAJERA	ACCOUNT REFUND 65812 DESERT VIEW AVE	6.22	6.22		6.22
1002589	04-08-24	LOS VALII'S LLC	ACCOUNT REFUND 66146 6TH ST	23.87	23.87		23.87
1002590	04-08-24	MIGUEL MUNOZ LIVING TRUST	ACCOUNT REFUND 66348 7TH ST	36.07	36.07		36.07
1002591	04-08-24	MOISES VARGAS	ACCOUNT REFUND 66070 CAHUILLA AVE "B"	82.00	82.00		82.00
1002592	04-08-24	SAN HAY CHAN	ACCOUNT REFUND 68651 PANORAMA DR	63.88	63.88		63.88
1002593	04-08-24	AFLORES EXCAVATING & GRADING INC.	ACCOUNT REFUND DILLON RD & DIABLO ROAD	260.47	260.47		260.47
1002594	04-08-24	ANTHONY LEE	ACCOUNT REFUND 16839 VIA CORTO W	73.15	73.15		73.15
1002595	04-08-24	DOROTHY JNAUEN	ACCOUNT REFUND 64977 AUGUSTA AVE	22.72	22.72		22.72
1002596	04-08-24	EDGAR SERNAS	ACCOUNT REFUND 13731 STARLIGHT WAY	68.92	68.92		68.92
1002597	04-08-24	ESTATE OF DAVID P. DRUMM	ACCOUNT REFUND 54150 KALSMAN DR	41.58	41.58		41.58
1002598	04-08-24	ESTEFANY RAMIREZ	ACCOUNT REFUND 15714 AVE RAMADA	60.56	60.56		60.56
1002599	04-08-24	GABINO BAEZ	ACCOUNT REFUND 65786 6TH ST	37.79	37.79		37.79
1002600	04-08-24	HENKELS AND MCCOY WEST, LLC	ACCOUNT REFUND 670 GARNET AVE	720.09	720.09		720.09
1002601	04-08-24	IVY FITZGERALD	ACCOUNT REFUND 67705 LOMA VISTA RD	82.00	82.00		82.00
1002602	04-08-24	JAMES JOSEPH CASSIOL	ACCOUNT REFUND 69553 MIDPARK DR	83.39	83.39		83.39
1002603	04-08-24	LIZETTE SALAS	ACCOUNT REFUND 13591 OVERLOOK DR	53.84	53.84		53.84
1002604	04-08-24	PALARI CONSTRUCTION, INC.	ACCOUNT REFUND RIDGE CREST WAY & MCCARGER RD.	740.86	740.86		740.86
1002605	04-08-24	PALARI VILLAS DHS, LLC	ACCOUNT REFUND SCENIC CREST CIR	680.72	680.72		680.72
1002606	04-08-24	S LEE COOPER	ACCOUNT REFUND 12641 AVE SERENA	65.56	65.56		65.56
1002607	04-11-24	ACWA-JPIA HEALTH BENEFITS AUTH.	MAY 2024 PREPAID INSURANCE	107,443.99	107,443.99		107,443.99
1002608	04-11-24	ALEXANDER NINE	WORK BOOTS REIMBURSEMENT	123.92	123.92		123.92
1002609	04-11-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.03.24	379.69	642.44		642.44
			UNIFORM SERVICES 03.27.24	262.75			
1002610	04-11-24	BABCOCK LABORATORIES, INC.	CANNDESCENT PRE-TREATMENT POGRAM	802.52	1,203.78		1,203.78
			GUIDE - PRE-TREATMENT PROGRAM	401.26			
1002611	04-11-24	BECK OIL, INC.	UNLEADED GASOLINE	6,018.41	7,991.85		7,991.85
			DIESEL FUEL	1,973.44			
1002612	04-11-24	BRAX COMPANY, INC.	LOW LEVEL FLOAT FOR DPLS	133.14	133.14		133.14
1002613	04-11-24	CASAMAR GROUP, LLC	LABOR COMPLIANCE - B-81 PAVING INC	280.03	1,354.03	141.68	1,495.71
			LABOR COMPLIANCE - LO LYNCH	418.38			
			LABOR COMPLIANCE - LEGEND PUMP	233.91			
			LABOR COMPLIANCE - URBAN HABITAT	280.03			
			LABOR COMPLIANCE - MCDONALD ELECTRIC INC	141.68			
			LABOR COMPLIANCE - TRI-STAR CONTRACTING	141.68			
1002614	04-11-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 13875 SUSAN WAY	320.97	320.97		320.97
			MSWD-24-3				
1002615	04-11-24	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC - 03/2024	270.00	270.00		270.00
1002616	04-11-24	CORE & MAIN LP	INVENTORY	399.78	29,684.07		29,684.07
			BREAK-OFF BOLT NUT SET	169.71			
			4" PIPE CL 350 TJ	2,314.60			
			INVENTORY	1,664.85			
			ANGLE STOPS	1,556.09			
			CVS-1 SHUTTLE VALVE	1,582.02			
			6"BUTTERFLY VALVE	2,106.56			
			BUTTERFLY VALVE	2,106.56			
			WASTE WATER AIR VAC	2,058.03			
			INVENTORY	2,154.60			

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			POWERSEAL AC JOINT CLAMP	5,361.75			
			INVENTORY	2,974.98			
			INVENTORY	824.29			
			INVENTORY	3,124.75			
			COMPRESSION CPLG	1,223.18			
			INVENTORY	445.01			
			CREDIT	-1,556.09			
			INVENTORY	1,173.40			
1002617	04-11-24	DESERT ELECTRIC SUPPLY	LIQUID TIGHT CONNECTORS - WATER PROD.	56.56	483.03		483.03
			REPAIR MATERIAL WELL 33 - WTR PROD.	426.47			
1002618	04-11-24	DESERT URGENT CARE	DOT PHYSICAL/RANDOM	310.00	310.00		310.00
1002619	04-11-24	ECOLOGY AUTO PARTS	SLUDGE HAULING - W.E. 03.22.24	3,897.13	15,950.17		15,950.17
			SLUDGE HAULING - 1 LOAD W.E. 03.01.24	1,313.40			
			SLUDGE HAULING - 1 LOAD W.E. 03.08.24	1,900.78			
			1 LOAD - TRACTOR UNIT W.E. 03.01.24	3,000.00			
			SLUDGE HAULING - 1 LOAD W.E. 03.20.24	1,900.05			
			SLUDGE HAULING - 3 LOADS W.E. 03.08.24	3,938.81			
1002620	04-11-24	EXECUTIVE FACILITIES SERVICES, INC.	DISINFECTING SERVICES - 03/2024	2,287.50	4,575.00		4,575.00
			MARCH CLEANING SERVICES	2,287.50			
1002621	04-11-24	FORSHOCK	SCADA MONITORING - 04/2024	220.00	220.00		220.00
1002622	04-11-24	FRANCHISE TAX BOARD	GARNISHMENT EE#72 PMT 15	150.00	150.00		150.00
1002623	04-11-24	GLOBAL EQUIPMENT COMPANY INC	12 GAL ACID CORROSIVE CABINET	1,032.30	1,032.30		1,032.30
1002624	04-11-24	GRAINGER	BULK STORAGE RACKS - WRIGHT PLANT	3,488.37	3,488.37		3,488.37
1002625	04-11-24	HACH COMPANY	REPLACEMENT DO PROBES HORTON PLANT	2,732.54	2,732.54		2,732.54
1002626	04-11-24	INTELESYS	IT MANAGED SERVICES - MAY 2024	8,055.00	8,055.00		8,055.00
1002627	04-11-24	JWC ENVIRONMENTAL INC.	HEADWORKS AUGER REPLACEMENT BRUSH	1,177.36	1,177.36		1,177.36
1002628	04-11-24	KILLER BEE PEST CONTROL	BEE REMOVAL - 11535 KAREN AVE	95.00	95.00		95.00
1002629	04-11-24	LEE BOYER	WORK BOOTS REIMBURSEMENT	91.35	91.35		91.35
1002630	04-11-24	MANPOWER US INC.	STAFFING SERVICES - OPERATIONS	1,670.40	5,823.20		5,823.20
			STAFFING SERVICES - OPERATIONS	1,670.40			
			STAFFING SERVICES - ADMIN.	2,482.40			
1002631	04-11-24	MATHESON TRI-GAS, INC	2 CASES NITRILE GLOVES	408.37	408.37		408.37
1002632	04-11-24	MCMASTER-CARR	RESTOCK #2001 PADLOCKS	344.18	2,417.15		2,417.15
			INVENTORY	723.36			
			INVENTORY	1,349.61			
1002633	04-11-24	NAPA AUTO PARTS	EMORY CLOTH, HAND CLEANER	129.28	46.44		46.44
			TAIL LAMPS FOR FLEET MAINT.	52.16			
			BATTERY CORE CREDIT 09/18/23	-135.00			
1002634	04-11-24	NCL OF WISCONSIN, INC	TDS STANDARD DEVIATION FOR LAB	106.52	106.52		106.52
1002635	04-11-24	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL SERVICES - BAIT BOX	40.00	300.00		300.00
			PEST CONTROL - ADMIN BLDG	90.00			
			PEST CONTROL - ANNEX	65.00			
			PEST CONTROL - CORP YARD	45.00			
			PEST CONTROL - BAIT BOX CORP YARD	60.00			
1002636	04-11-24	PARKHOUSE TIRE, INC	TIRE REPLACEMENT TRAILER #394	1,870.28	1,870.28		1,870.28
1002637	04-11-24	PARKERS BUILDING SUPPLY	REPLACEMENT LIGHT SWITCH	30.47	491.06		491.06
			METAL GRINDING DISC	30.68			
			MATERIAL - WRIGHT PLANT	61.37			
			PVC PIPE FITTING	7.29			

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			HOSE CLAMP - WRIGHT PLANT	24.73			
			HOSE CONNECTOR	32.27			
			PLASTIC ROOF CEMENT - MAINT. SHOP	18.30			
			PVC 90 ELL	17.13			
			MATERIAL ROOF REPAIR - ADMIN BUILDING	53.84			
			WASHERS - ADMIN BUILDING	0.32			
			TOOLS - LEAK REPAIR	99.08			
			INVENTORY	52.30			
			REPAIR MATERIAL - MAINT. SHOP	10.86			
			PRUNING SAW BLADES	19.37			
			REPAIR MATERIAL WELL 22	19.38			
			REPAIR MATERIAL WELL 22	13.67			
1002638	04-11-24	PHENOVA, INC.	ANNUAL DO PROFICIENCY STUDY FOR HORTON	162.94	162.94		162.94
1002639	04-11-24	PLUMBERS DEPOT INC	SUCTION HOSES FOR GAPVAX	1,608.59	1,608.59		1,608.59
1002640	04-11-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES RETAINR	6,500.00	6,500.00		6,500.00
1002641	04-11-24	SO CAL GAS	GAS BILL MARCH 2024	80.72	80.72		80.72
1002642	04-11-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	5,347.60	5,347.60		5,347.60
1002643	04-11-24	SWRCB ACCOUNTING OFFICE	DISTRIBUTION RENEWAL - JOE HERNANDEZ	80.00	80.00		80.00
1002644	04-11-24	ULINE INC	LOCKERS & FIRST AID KITS	2,952.10	6,981.66		6,981.66
			EXOFIT BODY HARNESS	876.29			
			16 STEP LADDER W/30" TOP STEP	3,153.27			
1002645	04-11-24	UMETECH, INC.	PAYMENTUS WEBSERVER WORK	1,125.00	1,125.00		1,125.00
1002646	04-11-24	UNDERGROUND SERVICE ALERT	NEW TICKET CHARGES	442.25	442.25		442.25
1002647	04-11-24	WESTERN WATER WORKS	INVENTORY	3,137.04	3,137.04		3,137.04
			INVENTORY	522.37			
			CREDIT	-522.37			
1002648	04-12-24	CAROLINA ESPINOZA	ACCOUNT REFUND 12925 REDBUD RD	80.07	80.07		80.07
1002649	04-12-24	DONJUDAS MACCABEES	ACCOUNT REFUND 66715 THUNDERBIRD LN	13.68	13.68		13.68
1002650	04-12-24	EDDIE MARTINEZ	ACCOUNT REFUND 12654 SUMAC DR	282.42	282.42		282.42
1002651	04-12-24	FIONA CAIRNS	ACCOUNT REFUND 12572 REDBUD RD	35.25	35.25		35.25
1002652	04-12-24	ILIANA RABAGO	ACCOUNT REFUND 66401 SAN JUAN RD	260.06	260.06		260.06
1002653	04-12-24	JANIS LIMON	ACCOUNT REFUND 64550 PIERSON BLVD #32	123.14	123.14		123.14
1002654	04-12-24	JANINE MARTINEZ	ACCOUNT REFUND 66750 YUCCA DR	248.07	248.07		248.07
1002655	04-12-24	JASON LOMBARDO	ACCOUNT REFUND 66357 3RD ST	41.43	41.43		41.43
1002656	04-12-24	MARK EDWARDS	ACCOUNT REFUND 68218 CALLE BONITA	37.65	37.65		37.65
1002657	04-12-24	MERIDY VOLZ	ACCOUNT REFUND 13144 EL RIO LN	68.37	68.37		68.37
1002658	04-12-24	MWM RAIL SERVICE	ACCOUNT REFUND 6550 N INDIAN CYN DR AT DRIVEWAY	717.11	717.11		717.11
1002659	04-12-24	ROXANNE RAMOS	ACCOUNT REFUND 66604 ESTRELLA AVE	19.19	19.19		19.19
1002660	04-12-24	STEVEN THOMSON	ACCOUNT REFUND 13080 PALM DR	119.12	119.12		119.12
1002661	04-12-24	SYDNEY BEAUNE	ACCOUNT REFUND 8460 WARWICK DR	52.34	52.34		52.34
1002662	04-12-24	WILLARD PALM JR	ACCOUNT REFUND 66087 AVE CADENA	115.47	115.47		115.47
1002663	04-18-24	AECOM TECHNICAL SERVICES INC.	WELL 42 REDESIGN PP #24	300.00	0.00	300.00	300.00
1002664	04-18-24	AES WATER INC.	SEISMIC VALVE MAINTENANCE 2024	12,990.00	12,990.00		12,990.00
1002665	04-18-24	ANSAFONE CONTACT CENTERS	ANSWERING SERVICE	343.23	343.23		343.23
1002666	04-18-24	ASTRA INDUSTRIAL SERVICES INC	BACKFLOW TEST EQUIP CALIBRATION FEE	178.70	178.70		178.70
1002667	04-18-24	BRINKS INCORPORATED	MONTHLY SERVICES - APRIL	309.23	390.09		390.09
			MONTHLY SERVICES - MARCH	80.86			
1002668	04-18-24	COUNTY OF RIVERSIDE	COUNTY HAZMAT PERMIT	1,892.00	1,892.00		1,892.00
1002669	04-18-24	CYPRESS DENTAL ADMINISTRATORS	MAY 2024 PREPAID DENTAL INSURANCE	4,623.75	4,623.75		4,623.75

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1002670	04-18-24	DEBTBOOK	RENEWAL ANNUAL SUBSCRIPTION	7,000.00	7,000.00		7,000.00
1002671	04-18-24	DESERT ELECTRIC SUPPLY	REPAIR MATERIAL - WELL 33	418.86	418.86		418.86
1002672	04-18-24	DESERT VALLEY DISPOSAL, INC.	ADMIN BLDG MARCH SERVICE	544.89	1,338.79		1,338.79
			MARCH SERVICE CORP YARD	793.90			
1002673	04-18-24	DESERT TIRE AND AUTO REPAIR	REPLACEMENT TIRES TRK#409	1,135.04	1,135.04		1,135.04
1002674	04-18-24	ECOLOGY AUTO PARTS	SLUDGE HAULING	2,000.00	7,257.54		7,257.54
			SLUDGE HAULING - 4 LOADS	5,257.54			
1002675	04-18-24	EDOM HILL TRANSFER STATION	BRUSH REMOVAL - ADMIN BLDG	50.88	50.88		50.88
1002676	04-18-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE 03/2024	55,515.91	55,515.91		55,515.91
1002677	04-18-24	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT - 03/2024	4,120.87	4,120.87		4,120.87
1002678	04-18-24	FARMER BROS. CO	COFFEE ORDER - ACCTG, ADMIN, ENG.	450.62	450.62		450.62
1002679	04-18-24	FEDEX	WELLS FARGO OVERNIGHT FEE	69.75	121.46		121.46
			WELLS FARGO OVERNIGHT FEE	51.71			
1002680	04-18-24	GRAINGER	HAND DRUMP PUMP - WATER PRODUCTION	142.95	3,898.23		3,898.23
			BRASS FITTINGS - WATER PRODUCTION	266.91			
			STORAGE RACKS- WRIGHT PLANT	3,488.37			
1002681	04-18-24	GRISWOLD INDUSTRIES	CLA-VAL REPAIR	2,958.06	2,958.06		2,958.06
1002682	04-18-24	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD	6,738.49	6,186.28		6,186.28
			HOME DEPOT CREDIT CARD	-552.21			
1002683	04-18-24	INFOSEND INC	MONTHLY BILLING SERVICES	7,103.62	8,359.18		8,359.18
			NEWSLETTER INSERT - FEB.	1,255.56			
1002684	04-18-24	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	PULL & INSPECT/LABOR - WELL 24	9,910.00	9,910.00		9,910.00
1002685	04-18-24	MANPOWER US INC.	STAFFING SERVICES - FIELD REP.	1,670.40	4,152.80		4,152.80
			STAFFING SERVICES - ADMIN.	2,482.40			
1002686	04-18-24	MATHESON TRI-GAS, INC	CLEAR LENS SAFETY GLASSES	2.69	2.69		2.69
1002687	04-18-24	MCDONALD ELECTRIC, INC	SERVICE CALL @ DPLS	406.63	1,357.51		1,357.51
			DPLS SERVICE CALL	950.88			
1002688	04-18-24	MDN WATER MANAGEMENT SERVICES INC	RWRF GRANT, GM REPORT, BUDGET TASKS	7,543.50	7,543.50		7,543.50
1002689	04-18-24	MSA CONSULTING INC	SURVEY SVCS - CRITICAL SERVICES BLDG	2,000.00	2,000.00		2,000.00
1002690	04-18-24	O'REILLY AUTOMOTIVE INC.	REPLACEMENT BATTERY UNIT#419	167.94	318.67		318.67
			REPLACEMENT BATTERY UNIT #362	150.73			
1002691	04-18-24	PALM SPRINGS UNIFIED	CABOT YERXA FIELD TRIP - MISS. CREEK	484.26	484.26		484.26
1002692	04-18-24	PARKHOUSE TIRE, INC	TIRE REPAIR BACKHOE #431	339.79	339.79		339.79
1002693	04-18-24	PARKERS BUILDING SUPPLY	PALLET DEPOSIT CREDIT	-39.87	4.27		4.27
			REPLACEMENT BLADES C&M	44.14			
1002694	04-18-24	PATTON DOOR & GATE	GATE REPAIRS - CORP YARD PP #1	9,857.40	16,429.00		16,429.00
			GATE REPAIRS - CORP YARD PP #2	6,571.60			
1002695	04-18-24	ROBERT GUERRI	TOILET REBATE	100.00	100.00		100.00
1002696	04-18-24	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	54,600.00	0.00	54,600.00	54,600.00
1002697	04-18-24	SHERWIN-WILLIAMS	RESTOCK SAFETY PAINT GALLONS	1,001.72	1,001.72		1,001.72
1002698	04-18-24	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES OVER RETAINER	13,380.50	25,397.50		25,397.50
			LEGAL SERVICES DWA LAWSUIT	12,017.00			
1002699	04-18-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	108,759.75	108,759.75		108,759.75
1002700	04-18-24	SWAIN ELECTRIC MOTOR SERVICE	COMPLETE MOTOR & PUMP OVERHAUL	18,316.42	18,316.42		18,316.42
1002701	04-18-24	THE UPS STORE #5062	SHIPPING FEES - BACKFLOW GAUGES	16.54	60.99		60.99
			SHIPPING FEES	18.60			
			NAME BADGE - HOFFERT	25.85			
1002702	04-18-24	THE LINCOLN NATL. LIFE INS. CO.	MAY 2024 LIFE INSURANCE	3,942.13	3,942.13		3,942.13
1002703	04-18-24	TOPS N BARRICADES, INC	NO TRESS. SIGNS, SIGN POST - WATER PRODUCTION	739.50	739.50		739.50

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	INVOICE AMOUNT	OPERATING	CAPITAL	TOTAL
1002704	04-18-24	ULINE INC	YELLOW HIGHLIGHTERS 2DZ	33.13	376.37		376.37
			NITRILE GLOVES - HORTON PLANT	343.24			
1002705	04-18-24	USA BLUEBOOK	SUCTION TANKS- WATER PRODUCTION	1,217.93	2,164.35		2,164.35
			CHEMICAL FEED PUMP CLEANING SOLUTION	663.80			
			DPD DISPENSERS - WATER PRODUCTION	282.62			
1002706	04-18-24	VAGABOND WELDING SUPPLY	METAL MATERIAL - WRIGHT PLANT	130.29	227.68		227.68
			CL2 TRANSFER PUMP MATERIAL	97.39			
1002707	04-18-24	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	587.45	587.45		587.45
1002708	04-18-24	WATERLINE TECHNOLOGIES INC.	5 DRUMS REFILLED	1,222.96	1,243.43		1,243.43
			POLY FILL TUBING - WATER PRODUCTION	20.47			
1002709	04-18-24	WEST COAST SAND AND GRAVEL INC.	RESTOCK BASE MATERIAL 25 TONS	532.09	1,079.91		1,079.91
			RESTOCK BASE MATERIAL 26 TONS	547.82			
1002710	04-25-24	ADT COMMERCIAL LLC	SECURITY ALARM - ADMIN & CORP YARD	694.48	694.48		694.48
1002711	04-25-24	ALL VALLEY CRANE,INC.	REPAIRS TO AUGER	2,700.00	2,700.00	2,000.00	4,700.00
			UNLOADING GENERATORS SERVICES	2,000.00			
1002712	04-25-24	AMANDA LUCAS	NOTARY REG./BOND REIMBURSEMENT	70.57	70.57		70.57
1002713	04-25-24	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.10.24	260.27	552.46		552.46
			UNIFORM SERVICES 04.17.24	292.19			
1002714	04-25-24	BABCOCK LABORATORIES, INC.	TOTAL N PACKAGE - HORTON WWTP	151.10	5,275.19		5,275.19
			E. COLI/ COLIFORM TESTING - HWWTP	393.90			
			TOTAL N PACKAGE - NWRWRF	889.30			
			TOTAL N PACKAGE - HWWTP CLARIFIER	625.45			
			TOTAL N PACKAGE - HWWTP/DCWWTP	210.56			
			TOTAL N PACKAGE - HORTON GROUNDWATER	1,393.38			
			TOTAL N PACKAGE SAMPLES - HWWTP	1,611.50			
1002715	04-25-24	BRIAN MACY	TRAVEL/UBER REIMBURSEMENT ACWA LEG SYMP	44.38	44.38		44.38
1002716	04-25-24	CAROL A MORIN	REFRESHMENT REIMBURSEMENT	31.46	31.46		31.46
1002717	04-25-24	CITY OF DESERT HOT SPRINGS	CITY ENC. PERMIT - 66160 HACIENDA AVE	320.97	641.94		641.94
			CITY ENC. PERMIT - 13855 LA MESA DR.	320.97			
1002718	04-25-24	CWEA	COLLECTION SYS. MAINT. GRADE 2 - GRANT F.	103.00	206.00		206.00
			COLLECTION SYS. MAINT. GRADE 2- ANDY G.	103.00			
1002719	04-25-24	DESERT HOT SPRINGS ELKS LODGE #2639	SPONSORSHIP - ELKS GOLF TOURNAMENT	500.00	500.00		500.00
1002720	04-25-24	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE	89,877.53	89,877.53		89,877.53
1002721	04-25-24	FRANCHISE TAX BOARD	GARNISHMENT EE# 72 PPE 04.12.24 PMT 16	150.00	150.00		150.00
1002722	04-25-24	GLOBAL EQUIPMENT COMPANY INC	STORAGE CABINETS - NWRWRF PLANT	8,077.63	8,077.63		8,077.63
1002723	04-25-24	IVAN SEWELL	HOTEL REIMBURSEMENT MSWD D.C. TRIP	1,564.70	1,564.70		1,564.70
1002724	04-25-24	JEFFREY R NUTTER	REIMBURSEMENT - WATER TREATMENT COURSE	216.25	216.25		216.25
1002725	04-25-24	KILLER BEE PEST CONTROL	BEEHIVE REMOVAL @ VARIOUS LOCATIONS	190.00	190.00		190.00
1002726	04-25-24	MANPOWER US INC.	STAFFING SERVICES - ADMIN.	1,489.44	4,830.24		4,830.24
			STAFFING SERVICES - FIELD	1,670.40			
			STAFFING SERVICES - FIELD	1,670.40			
1002727	04-25-24	MCDONALD ELECTRIC, INC	WELL #31 SERVICE CALL	2,295.18	3,212.77		3,212.77
			WELL 10 WASTE VALVE TIMER REPAIR	917.59			
1002728	04-25-24	ROCKY'S NEW YORK PIZZERIA	EMPLOYEE APPRECIATION LUNCH CATERING	1,826.14	1,826.14		1,826.14
1002729	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	2,939.57	2,939.57		2,939.57
1002730	04-25-24	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	33,586.98	33,586.98		33,586.98
1002731	04-25-24	SWRCB ACCOUNTING OFFICE	WATER TREATMENT CERT. T2 - DAVID PENA	60.00	60.00		60.00
1002732	04-25-24	THE LAMAR COMPANIES	BILLBOARD	950.00	950.00		950.00
1002733	04-25-24	TKE ENGINEERING, INC	CONSULTANT DESIGN FEB. 2024	552.50	11,490.00	552.50	12,042.50

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	INVOICE AMOUNT	OPERATING	CAPITAL	TOTAL
			CM & INSPECTION RANCH DESCANSO	11,490.00			
1002734	04-25-24	URBAN HABITAT	LANDSCAPE SERVICES	5,550.00	7,833.75		7,833.75
			PALM TREE REMOVAL @ 66147 1ST STREET	2,283.75			
1002735	04-25-24	USA BLUEBOOK	REPLACEMENT DIGITAL PRESSURE GAUGES	402.87	402.87		402.87
1002736	04-25-24	ZORO TOOLS INC	CUSTOM WORK PLATFORMS	7,634.96	7,634.96		7,634.96
1002737	04-25-24	BARRY R CRANDALL	ACCOUNT REFUND 10626 SAN PABLO RD	733.88	733.88		733.88
1002738	04-25-24	ERIK LARSEN	ACCOUNT REFUND 66211 5TH ST	82.00	82.00		82.00
1002739	04-25-24	EZEKIEL NUNEZ	ACCOUNT REFUND 66155 GRANADA AVE	300.00	300.00		300.00
1002740	04-25-24	JACQUELINE SANDERSON	ACCOUNT REFUND 64125 16TH AVE	33.28	33.28		33.28
1002741	04-25-24	JASON RAVELY	ACCOUNT REFUND 66328 BUENA VISTA AVE	16.75	16.75		16.75
1002742	04-25-24	OLEKSANDR BRZHEZYTSKYI	ACCOUNT REFUND 64357 BRAEBURN AVE	81.09	81.09		81.09
1002743	04-25-24	PAUL DANIEL JR RIVAS	ACCOUNT REFUND 68118 CALLE BLANCO	29.10	29.10		29.10
1002744	04-25-24	STEPHEN TOLLETTE	ACCOUNT REFUND 8585 SUMMIT PASS	114.56	114.56		114.56
1002745	04-25-24	THOMAS OAKLEY	ACCOUNT REFUND 65565 ACOMA AVE #48	6.99	6.99		6.99
1002746	04-25-24	TOP FLIGHT INVESTMENTS, LLC.	ACCOUNT REFUND 68160 CALLE CERRITO	164.00	164.00		164.00
1002747	04-25-24	TRAVIS K DELGADILLO	ACCOUNT REFUND 66674 4TH ST	65.63	65.63		65.63
1002748	04-29-24	ANDREW CARDENAS	ACCOUNT REFUND 69411 POOLSIDE DR	67.80	67.80		67.80
1002749	04-29-24	BARBARA BRAMLETT	ACCOUNT REFUND 16363 VIA MONTANA	32.02	32.02		32.02
1002750	04-29-24	DALE CABLER	ACCOUNT REFUND 12770 DEODAR AVE	73.34	73.34		73.34
1002751	04-29-24	DESERT HOT SPRINGS PLAZA, LLC	ACCOUNT REFUND 13000 PALM DR	60.57	60.57		60.57
1002752	04-29-24	MARLENE POWELL	ACCOUNT REFUND 66325 AVE CADENA	37.61	37.61		37.61
1002753	04-29-24	SEAN MALATESTA	ACCOUNT REFUND 66722 GRANADA AVE	15.57	15.57		15.57
99106758	04-05-24	WELLS FARGO BANK	AUTO DEP PPE 03.29.24	138,615.29	138,615.29		138,615.29
99106759	04-05-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 03.29.24	59,596.06	59,596.06		59,596.06
99106760	04-05-24	STATE OF CA EDD	STATE TAX PPE 03.29.24	11,987.84	11,987.84		11,987.84
99106761	04-09-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 03.29.24	18,452.49	18,452.49		18,452.49
99106763	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.15.2024	35,702.97	35,702.97		35,702.97
99106764	04-09-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	ANA MURILLO RETRO ADJ. PPE 03.15.2024	175.55	175.55		175.55
99106821	04-10-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q3 2020 - AMENDED 941	73.25	73.25		73.25
99106877	04-01-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2021 PYMT DUE WITH AMENDED RETURN	12,182.54	12,182.54		12,182.54
99106878	04-11-24	EFTPS-IRS PAYROLL TAX REMITTANCE	Q4 2022 PAYMENT DUE WITH AMENDED RETURN	13,506.96	13,506.96		13,506.96
99106910	04-15-24	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 03.29.2024	37,149.54	37,149.54		37,149.54
99106911	04-05-24	PAYNEARME MT, INC.	MAR 2024 PAYNEARME FEES	8,912.32	8,912.32		8,912.32
99106912	04-01-24	WELLS FARGO BANK	MAR 2024 LOC INTEREST EXP	49,875.00	49,875.00		49,875.00
99106988	04-19-24	WELLS FARGO BANK	AUTO DEP PPE 04.19.24	134,241.72	134,241.72		134,241.72
99106992	04-19-24	EFTPS-IRS PAYROLL TAX REMITTANCE	FED TAX DEP PPE 04.12.24	55,733.19	55,733.19		55,733.19
99106993	04-12-24	STATE OF CA EDD	STATE TAX PPE 04.12.24	11,256.22	11,256.22		11,256.22
99106996	04-12-24	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 04.12.2024	17,201.94	17,201.94		17,201.94
99107119	04-19-24	PAYMENTUS CORPORATION	MAR 2024 CREDIT CARD FEES	3,612.15	3,612.15		3,612.15
99107121	04-29-24	WELLS FARGO - WELLSONE	MARCH 2024 CC PAYMENT	65,012.50	65,012.50		65,012.50
PR040524	04-05-24	EMPLOYEES		3,163.82	3,163.82		3,163.82
PR041924	04-19-24	EMPLOYEES		0.00	0.00		0.00
			CURRENT CHECK TOTAL	1,940,447.1	1,839,280.4	101,166.6	1,940,447.1
TOTAL				1,940,447.12	1,839,280.44	101,166.68	1,940,447.12
223 records listed							



# AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING

MEETING DATE(S): MAY 16 & 20, 2024

FROM: MARION CHAMPION – ASSISTANT GENERAL  
MANAGER

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



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## RESOLUTION NO. 2024-09 ~ ADOPTION OF THE UPDATED BOARD HANDBOOK

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### STAFF RECOMMENDATION

It is recommended to approve the updated Board of Directors Handbook, updating the Mission, Vision and Values and encouraging Directors who wish to take a leadership role within the Board to complete the CSDA Leadership Academy and/or any other leadership program.

### SUMMARY

The Board of Directors handbook was adopted by the Board on January 21, 2020. Since that time, the Board has welcomed three new Directors who wished to update the language in this document. Additionally, the Board completed the 2024 Strategic Plan, which revised the district's Vision and Values. The updates/changes to the Vision and Values, as well as to Section 4, subsection 4.01, are reflected in this updated handbook.

### FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

There is no fiscal impact as a result of this action.

### ATTACHMENTS

Resolution 2024-09  
Board Handbook

FINANCIAL DATA		
Cost Associated with this action:	0	
Current FY cost:	0	
Future FY cost:	-0-	
Is it covered in current year budget:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If yes, year needed:	NA	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Developer	
BID/Job#		
Current BID/Job balance		
Balance remaining if approved:		

**RESOLUTION NO. 2024-09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT ADOPTING THE UPDATED MISSION SPRINGS WATER DISTRICT BOARD OF DIRECTORS HANDBOOK AND RESCINDING RESOLUTION NO. 2020-02**

**WHEREAS**, the Board of Directors (“Board”) of the Mission Springs Water District (“District”) considered the development of a Board handbook or guidelines a project priority as part of the Mission Springs Water District 2017 Strategic Plan adopted on June 19, 2017; and

**WHEREAS**, the Board held a Special Meeting on December 17, 2019, at which the Mission Springs Water District Board of Directors Handbook (“Board Handbook”) was reviewed and considered, and pursuant to direction given by the Board to District staff, the Board Handbook was revised as directed by the Board; and

**WHEREAS**, during the Board Workshop held April 24, 2024, the Board discussed updates to the handbook and directed staff to make the appropriate changes; and

**WHEREAS**, this Resolution of the Board of Directors of Mission Springs Water District establishes best practices, performance criteria, and rules and regulations for the Board of Directors as contained in the Board Handbook; and

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

**NOW THEREFORE, BE IT RESOLVED** by the Mission Springs Water District Board of Directors that the Mission Springs Water District Board of Directors Handbook updates are hereby adopted as the rules and regulations governing best practices performance criteria, and rules and regulations for the Board of Directors and rescinds Resolution No. 2020-02.

**ADOPTED** this \_\_\_\_\_ day of May 2024, by the following vote:

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

ATTEST:

\_\_\_\_\_  
Ivan Sewell,  
President of Mission Springs Water District  
and its Board of Directors

\_\_\_\_\_  
Brian Macy,  
Secretary of Mission Springs Water District  
and its Board of Directors



**Mission Springs Water District  
Board of Directors Handbook**

Adopted by Resolution No. 2020-02

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## **SECTION 1 - INTRODUCTION**

Our democratic form of government requires that public officials be impartial, independent, and responsible to the people they represent, and that government decisions and policies are made through proper channels of government structure; that public office not be used for personal gain; and that the public has confidence in the integrity of its government. This Board of Directors Handbook (“Board Handbook”) is intended to establish ethical standards of conduct for the Board of Directors of the Mission Springs Water District (“District”), by confirming the Board of Directors commitment to transparency; setting forth those acts or actions that are incompatible with the best interest of the District and the public: ensuring disclosure by the District’s elected and appointed officials of private financial or other interests in matters affecting the District: and ensuring compliance with applicable laws. The provisions and purpose of this Board Handbook are deemed by the Board of Directors (“Directors”) to be in the best interest of the District, and the standards established herein are intended to supplement and be cumulative to all applicable state and federal laws, policies and regulations otherwise applicable to the District and its elected and appointed officials. The policies and procedures set forth in this Board Handbook are intended to supplement, without preempting, existing state and federal laws.

The elected and appointed officials of the District, including the Board of Directors and the General Manager, hold office for the benefit of the public and are bound to uphold the Constitution and laws of the United States and the state of California, and to foster respect for all levels of government. They are bound to observe both the letter and the spirit of the law in their official acts, with the highest standards of morality, integrity and honesty, and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach at all times.

The development of the Board Handbook represents the commitment of the Mission Springs Water District Board of Directors to the development of specific best practice performance criteria essential to their role as elected public officials. This commitment also extends to the General Manager. This Board Handbook is considered a ‘living document’ and as such can be amended or modified at the discretion of the Board of Directors.

## **SECTION 2 – EXECUTIVE SUMMARY**

The District’s core values of Professionalism, Accountability, Respect, Integrity, Servant Attitude, Excellence, and Stewardship serve as the foundation for development of this Handbook. These core values, along with specific criteria related to the performance of public officials, were used in identifying the appropriate Best Practices for members of the Board and the General Manager. An annual review of the approved and adopted best practices outlined in the Board Handbook would serve as a continual reminder of the Board’s role in policy governance and principles of behavior as a “Best of Class” water agency. The document will also serve as a valuable tool in the orientation and education of new Board members and staff in the future.

**Section 2.01 - Board Best Practices**

- Ethical standards and accountable leadership
- Public confidence and integrity
- Compliance with the letter and spirit of existing laws and policies
- Dedication to superior service
- Personalized standards of conduct

**SECTION 3 – CULTURE: VISION AND CORE VALUES**

The Board and the General Manager understand the importance and value of a positive and constructive culture to the overall performance of the District. This culture in large part is a product of the District’s goal of performing as a “Best of Class” public agency, individually and corporately. Whether in the capacity of an elected or appointed Director, or as an employee of the District, our primary responsibility is to serve the District’s customers.

**Section 3.01 –Vision**

~~The Board has adopted vision to guide the planning and application of policies and procedures, including the development of the best governance or management practices identified in this Board Handbook. It is the responsibility of each Board member and the General Manager to know, understand, and carry out the vision and its objectives within their respective capacities. Our Vision at MSWD serves as a compass, charting our course toward a future state that reflects our aspirations and commitment to excellence. It encapsulates not just what we aim to become but envisions the success we strive for and the positive transformations we aim to bring to all those we serve.~~ The vision falls under the following categories:

- ~~MSWD is a leader and innovator in the water industry. Trust Our vision at Mission Springs Water District is to build a trusting community through open communication, accountability, collaboration, and mutual respect among the Board of Directors, staff, and our customers. employees is to cultivate a workplace where each person is empowered as a steward of our community’s water, fostering a culture of excellence, innovation, and service in alignment with our shared mission. reliable, sustainable, and community-focused service to our customers, ensuring you can trust us to meet your water needs while contributing to a healthier, vibrant community. **Environment:** Our vision for the natural environment in Mission Springs Water District is harmonious coexistence through responsible management, aiming to be a model for environmental stewardship and sustainable practices, ensuring the health and vitality of our local ecosystems.~~

cornerstone of community well-being by providing reliable and safe water services that protect and support a healthy and thriving community.

### **Section 3.02 – Core Values**

~~The District has approved core values that represent performance standards and expectations for the Board members and staff. These core values are descriptive of the District's culture. Our values at MSWD stand as the bedrock of our organization, shaping how we work and defining who we are. These guiding principles not only clarify our identity but also serve as a compass for our purpose, culture, and decision-making processes.~~

**Leadership:** Leadership is a core value for us, representing a commitment to setting a positive example, inspiring others, and fostering innovation to address water management challenges and drive progress in our community.

~~**Professionalism:** —MSWD employees conduct themselves with professionalism. Professionalism describes the standards of conduct, performance, knowledge and skill necessary to perform our specific role within the organization. We maintain the highest standards of competence, ethics, and integrity in our actions, delivering water services with accountability and respect for the community, ensuring professionalism and expertise in every operation.~~

**Service:** We ensure access to clean, reliable water and cultivate a positive, supportive, and respectful environment for our staff, recognizing that community well-being and employee satisfaction are integral to achieving our mission.

~~**Accountability:** MSWD employees take ownership of our decisions and accept responsibility for our actions. We are accountable to the public we serve.~~

### **Section 4.01 - Authority**

The District is an independent public agency, which provides water service to the land and inhabitants within its boundaries. The District operates under the authority of the County Water District Law, Division 12 of the California Water Code, commencing with Section 30000. The District is governed by an elected Board of Directors ("Board") which has the authority to oversee the business and affairs of the District. The Board is authorized to delegate some of those powers. The Board has the power to employ and set terms and conditions for employment of the General Manager, who in turn has been delegated management authority over District employees.

In order for the Board to function in an effective manner, it is important that Directors understand their respective roles and relationship to other members of the Board and to staff. This also requires an understanding of the performance expectations necessary to carry out the duties of a Board member.



The officers of the Board consist of the President and Vice-President. The General Manager of the District also serves as the Secretary of the Board. Officers of the District are appointed by the Board annually or as otherwise may be determined by the Board.

#### **Section 4.02 – Responsibilities of Office**

Elected officials and appointed officials hold office for the benefit of the public and are bound to uphold the Constitution and laws of the United States and the State of California, and local public laws, and to foster respect for all levels of government. They are bound to observe and comply with both the letter and the spirit of the law in their official acts, the highest standards of morality and honesty and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach at all times. Signed copies of the Oath of Office taken by each Board Member and the General Manager are included in the Board of Directors Handbook.

District officials should never exceed their authority, violate the law or ask others to do so. They should work in full cooperation with other public officials and employees unless prohibited from doing so by law or by legally required or recommended confidentiality of their responsibilities or work.

As State law requires, no one who holds office, or who is seeking election or appointment to any office or employment with the District shall, directly or indirectly, use, promise, threaten, or attempt to use, any office, authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any person, or to aid or obstruct any person in securing, or to prevent any person from securing, any position, nomination, confirmation, promotion, or change in compensation or position, within the State or the District, upon consideration or condition that the vote or political influence or action of such person or another shall be given or used on behalf of, or withheld from, any candidate, officer, or party, or upon any other corrupt condition of consideration. This prohibition shall apply to urging or discouraging an individual employee's action inconsistent with the policies established herein, or the employee's terms or conditions of employment or the law.

#### **Section 4.03 – Role of the Board**

The primary role of the Board of Directors is to establish policies that guide and direct activities of the District in fulfilling its mission. The decisions and actions of the Board constitute the "policy or action" of the Board and shall recognize the actions of the Board even when there may be opinions that differ from the majority opinion or action.

The Board has three (3) major responsibilities:

1. Promote the best interests of the District’s customers by establishing policies that support the Board’s vision and core values for the District and by ensuring the implementation of those policies. Policies include the governing principles, plans, and approved actions of the organization. Policy-making is the process of visionary planning and should reflect the broadest possible principles and provide parameters within which staff can operate. Policy-making sets the overall direction for the District.
2. Assure the fiscal health of the District. The Board establishes policies that ensure fiscal stability and the effective use of funds. In order to achieve this, each fiscal year the Board adopts a budget covering the anticipated revenues and expenditures of the District. Additionally, the Board annually adopts and monitors cash reserves and investment policies.
3. Hire a General Manager to manage the day-to-day operations of the District. The Board holds the General Manager accountable for the effective operational management of the District. It also has a responsibility to properly evaluate the General Manager on an annual basis.

#### **Section 4.04 – Best Practices General Guidelines**

1. The Board of Directors provides policy direction and leadership for the District.
2. The Board is responsible for ensuring that the District is an innovative and well-managed agency.
3. The Board exercises authority only as the governing body of the District, and not as individuals.
4. The Board understands and provides leadership in regional, state and national issues affecting the operation and management of the District. The General Manager supports the Board as needed or required.
5. The Board respects the role of constituents in the governance of the District, encourages their participation and consults with key stakeholders when and where appropriate.
6. The Board recognizes and respects the distinctions between its policy-setting role and the day-to-day implementation of Board policy by staff. The Board does not direct the activities of staff, and communicates issues or concerns through the General Manager.
7. Board members are official representatives of the District and represent the District in various community and water industry events.
8. Board members model the highest levels of ethical and professional behavior as public officials and representatives of the District.
9. Board members maintain a high level of communication with the General Manager and notify the General Manager of their availability or unavailability in a timely manner.  
Board members inform the General Manager of any specific information related to the District’s business that they want to receive from outside agencies or organizations, and are provided such information in a timely manner.
10. Board members may request information from the General Manager. The General Manager shall advise the Board if the requested information should be placed on the Board meeting agenda or the appropriate committee agenda to effect a policy change, or approve an expenditure of public funds.

## **SECTION 5 – ROLE AND RESPONSIBILITY OF THE PRESIDENT AND VICE-PRESIDENT OF THE BOARD OF DIRECTORS**

### **Section 5.01 - President of the Board**

1. The President of the Board of Directors is selected annually, at the end of the calendar year, by a majority vote of the Board, unless otherwise modified by the Board.
2. The President is the head of the Board.
3. The President chairs the meetings of the Board, calls the meeting to order, presides over Board meetings, including the conduct of the Board and those in attendance, entertains and repeats motions properly before the Board, puts motions to a vote, and announces the results of votes taken by the Board.
4. The President votes with the Board members.
5. Each President's individual style is unique. Diversity is encouraged.
6. The President acts as the ceremonial head or representative of the District at various civic functions. In his/her absence, the Vice-President or other shall fulfill the President's role. If both the Board President and Vice President are unavailable, the Board President may designate a Board Member to represent the District.
7. The President is the designated spokesperson for the Board to the general public. The President may elect to appoint one of the other Board members to serve in this capacity.
8. The President acts as the signatory on all documents requiring execution by the Board.
9. The President is responsible for making appointments to Ad Hoc Board Committees and terminates the role and function of Ad Hoc committees as necessary.
10. To the extent possible, the President advises the Board of any formal or informal communication and correspondence sent or received by the President, regarding District business.
11. The President regularly communicates with the General Manager and keeps other Board members fully informed on matters of District business at the next Board Meeting in compliance with the Brown Act.
12. The President provides guidance to the Board fairly and impartially in the conduct of official business before the Board of Directors.
13. The President personally addresses issues which may rise between and among members of the Board. Individual Directors or the General Manager may inform the President of any issue or concern brought to their attention related to the performance of any other member of the Board.
14. The President is responsible for ensuring decorum at Board meetings and that they are conducted in an orderly, professional and respectful manor.

### **Section 5.02 - Vice-President of the Board**

1. The Vice-President of the Board of Directors is selected annually at the end of the calendar year, by a majority vote of the Board, unless otherwise modified by the Board.
2. The Vice-President has no rights or authority different from any other member of the Board.

3. In the event the position of the President is vacated prior to the expiration of the term, the Vice-President becomes the President for the remaining term, unless otherwise directed by the Board.
4. In the event of an early vacancy in the position of Vice-President, the Board determines, by vote, a replacement for the remaining term.
5. The Vice-President serves in the capacity of the President of the Board of Directors, pro tem, in his/her absence.

## **SECTION 6 – PRINCIPLES OF BEHAVIOR AND PERFORMANCE EXPECTATIONS OF THE BOARD OF DIRECTORS**

### **Section 6.01 – Principles of Behavior and Performance Expectations**

1. The Board and the General Manager act as a participatory team with respect to all of the District's functions. It is critical that Board members maintain informal and professional relationships with one another, and with the General Manager.
2. The Board values a visionary, constructive, high-energy work environment, and the District, and its constituents benefit from that environment.
3. Board members are representatives of the District's culture and core values at all times. As ambassadors, they lead by example in their interactions with one another and members of the public, and their behavior should be representative of the organization's values.
4. The Board values open and honest communication, with open agendas. Board members communicate concerns and address those concerns, including controversial issues, in a timely, professional and appropriate manner in order to maintain a constructive functional relationship.
5. Board members are knowledgeable and supportive of District policies and procedures, including rules and regulations governing communications among Board members, which include electronic, written and verbal communications.
6. The Board works for the common good of its customers and stakeholders and not for any private or personal interest. Board members are trained and knowledgeable of conflict of interest requirements for holding public office. The Board receives regular training on conflicts of interest and their financial interest reporting requirements under state law.
7. Board members always come to Board meetings prepared and are responsible for initiating resolutions. The Board and General Manager observe the "no surprises rule." Issues are not used to surprise, embarrass or unduly draw attention to individual agendas or issues. The General Manager shall inform the Board President (and legal counsel where appropriate) of important issues that arise after the posting of the agenda.
8. Board members practice continued professional development in their role as Directors of the District.
9. Board members are respectful and considerate of each other, the General Manager and the District's staff, as well as Board traditions. Every effort will be taken to foster a professional working relationship and refrain from personal attacks against one another and staff. This cooperative and respectful

relationship extends to behaviors and actions by Board members within the community and away from an official public function or meeting.

10. Board members should never exceed their authority or breach the law or ask others to do so.
11. Board members conduct themselves in a professional manner modeling and enforcing the values of the organization as a “best of class” agency.

## **SECTION 7 – BOARD OF DIRECTORS’ INTERACTION AND COMMUNICATION**

### **Section 7.01 – Board Member Interaction**

1. Board members maintain informal and professional relationships with each other.
2. Board members will direct comments to the merits of issues and items before them through the Board President, while refraining from personal attacks against other Board Members, the General Manager, members of the public and District staff. If a Board member has a grievance with another Board member, he/she should first discuss it privately with that person. This should always be done in compliance with the Brown Act. If the matter is unresolved, the Board member should go to the General Manager and the General Manager shall work with Legal Counsel informally to resolve the matter.
3. Board members are representatives of the District’s culture and core values at all times, and lead by example in their interactions with others. Board Members should be accurate and truthful in their communications with other members of the Board, the General Manager and the Public.
4. Board members are responsible for being familiar with and knowledgeable of the District’s travel and expense reporting policies for Board members. All expenses, travel, meals and meetings attended by Board members at District expense should be for District benefit and accurately reported when reimbursement is sought.
5. When attending meetings or conferences, Board members are ambassadors and representatives of the District and should conduct themselves professionally.
6. Board members shall not request the use of, use or permit others to use District-owned vehicles, equipment, materials, personnel or property for personal convenience or profit, except when such services are available to the public generally, or provided as a District policy for use of such official in the conduct of official business or otherwise as set by District policy.
7. Board members are aware of the rules governing communication among themselves and others in compliance with the California Open Meetings Law (also known as the Brown Act). This includes communications by electronic, written and verbal means and methods, and through an intermediary. Board members receive regular training regarding the requirements of the Brown Act, the Political Reform Act (conflict of interest laws), and the Public Records Act.
8. Board members shall be fair, accurate, and truthful when communicating with the general public and using social media regarding District issues, activities, and business.
9. Board members function as a team to further the interests of the District and the members of the public it serves.

## **SECTION 8 – ROLE OF THE GENERAL MANAGER, BOARD INTERACTION WITH STAFF, AND ROLE OF DISTRICT LEGAL COUNSEL**

### **Section 8.01 - Role of the General Manager**

One of the most important decisions the Board of Directors makes is the selection of a General Manager. The Board must be able to support the decisions of the General Manager and grant him/her the authority to manage and lead the District. The General Manager is the only employee and agent of the Board, and the individual to whom the Board delegates its authority to manage and administer the District's daily operations in accordance with policies approved by the Board. This position is important because to be successful, the District requires leadership and vision from its General Manager. The General Manager has two primary roles: as chief executive officer charged with the administration of the District's business, and as advisor or counselor to the Board on matters related to the fulfillment of their duties. The General Manager represents the District to its many constituencies.

The success of the relationship between the Board of Directors and the General Manager depends on a shared sense of purpose or vision, open and honest communication, and mutual support for their respective roles. Both parties must also understand that the relationship itself is paradoxical, with inherent tensions. The General Manager is charged with carrying out Board policy directives, and at the same time, looks to the Board for guidance and leadership.

It is the General Manager's responsibility to ensure that the Board members have the information needed to make informed decisions. The General Manager promptly alerts Board Members to problems and issues to prevent surprises or misinformation. Board members expect the General Manager to make recommendations on issues before the Board.

### **Section 8.02 - Board Interaction with the General Manager**

1. The General Manager recommends annual goals, which are approved by the Board of Directors as a part of the General Manager performance review process.
2. The Board provides the General Manager with constructive feedback on his/her performance annually, in a written evaluation.
3. Board members are encouraged to contact the General Manger about any subject related to the operations of the District. Similarly, the General Manger may discuss District-related issues with any Board member, in compliance with the Brown Act.
4. The Board's concerns regarding overall District operations, specific issues or problems with District staff are addressed through the General Manager.
5. The General Manager is charged with handling internal District matters, including matters regarding District personnel.
6. Allegations against the General Manager shall be directed to Legal Counsel for further **action**.
7. The General Manager keeps the Board apprised of matters affecting the District.

**Commented [JOP1]:** Keep in mind that only the Board has authority to discipline or remove a GM.

8. Board members are encouraged to advise the General Manager or his designate when they will be unavailable to carry out their duties as Directors, or out of town.

#### **Section 8.03 - Board Interaction with Staff**

Board members shall not direct staff to take or refrain from taking a particular action related to District operations. Requests for staff time or assistance are made only through the General Manager.

Conducting the business of the District at official meetings of the Board should be done efficiently and professionally. Board members are encouraged to make every effort to contact the General Manager prior to a board meeting regarding questions related to agenda items so that the General Manager can provide the most accurate and prepared response.

#### **Section 8.04 - Role of District's Legal Counsel**

1. The District's legal counsel (Legal Counsel) represents the District as an entity and works in collaboration with the Board and General Manager, but does not represent individual Board members or the General Manager.
2. Legal Counsel's primary day-to-day point of contact is the General Manager.
3. Legal Counsel, as needed, consults with the Board and the General Manager on items of concern related to any facet of District operations.
4. Legal Counsel reviews all Board agendas, and is present in closed sessions where litigation and/or District liability will be discussed.
5. When it is in the best interests of the District to retain specialized legal advice in addition to that provided by the District's Legal Counsel, the General Manager and Legal Counsel will coordinate and oversee the special counsel work as appropriate.
6. Legal Counsel is pro-active in informing and protecting the District and the Board from any potential violations and conflicts that may arise in the performance of their duties. Board members should contact Legal Counsel in advance of meetings to discuss any legal concerns or seek advice regarding conflict of interest issues.

## **SECTION 9 – CUSTOMER AND PUBLIC COMMUNICATIONS**

### **Section 9.01 – Customer Communications**

1. Board members represent the District and its customers in a manner that best reflects the professional standards, values and mission of the District.
2. Customer concerns and inquiries, including those generated through social media or electronic format, are referred to the General Manager or his/her designated staff member.
3. The General Manager will provide the Board with a written or verbal report of customer concerns or inquiries that cannot be handled routinely, along with any response made by staff to the concern or inquiry.
4. Customer inquiries at official meetings of the Board should be directed by the Board President to the General Manager for response.
5. The Board is informed by the General Manager of significant, sensitive, urgent and/or repetitive communication inquiries. The General Manager will oversee any appropriate recommended follow-up and response.
6. Board members refer responses and inquiries regarding customer concerns to the General Manager.
7. Information or an action that may have the potential to expose the District to liability and possible legal action will be shared with the General Manager and legal counsel followed by the Board at a noticed, closed session meeting of the Board of Directors.

## **SECTION 10 – CONDUCT OF MEETINGS OF THE BOARD OF DIRECTORS**

### **Section 10.01 – General Guidelines for Conduct of Board Meetings – Rosenberg’s Rules of Order**

1. All noticed meetings are conducted using Rosenberg’s Rules of Order (“Rosenberg’s Rules”) as a procedural guideline. Rosenberg’s Rules are intended to provide for constructive and efficient conduct of meetings.
2. Meetings of the Board are called, posted and conducted in accordance with the Open Meetings Law (“Brown Act”). A quorum of the Board must be present for a meeting to be held or decisions made.
3. The General Manager is responsible for setting the agenda for all Board meetings, in consultation with the Board President and Legal Counsel. Any Director may request that an item be placed on the agenda by request to the General Manager and President of the Board. Where appropriate, a requested item may be referred By the General Manager or Board President to a Board committee for study, review, decision or referral to the Board for determination.
4. The General Manager confers with the President of the Board regarding, and reviews agendas for upcoming meetings, prior to posting.
5. The General Manager informs the Board of significant items that will be placed on future agendas for Board consideration and/or decision.



6. Directors should refrain from responding directly to public comments at meetings of the Board. The Board President will refer matters raised by public comments to the General Manager for follow-up, as appropriate. Directors may briefly ask clarifying questions. Occasionally, a prompt response may be offered when an obvious answer or resolution is available, provided this is done in compliance with the Brown Act. Directors should refrain from debating or making decisions in response to public comments.
7. The President of the Board presides at all meetings, and decides all points of order and procedure during meetings. The President is responsible for the maintenance of order and decorum at all Board meetings. No person should be allowed to speak who has 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 of 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. The President will entertain a motion on any item on the Board agenda. Members of the public shall be given three minutes to speak on agenda items. 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.
8. Each Director may be allowed to make technical points or ask clarifying questions prior to the making of a motion.
9. A roll call vote on any item may be requested by a Director, at the discretion of the President. The results of the roll call vote shall be recorded in the minutes of the action taken. Roll call votes are encouraged in connection with resolutions, ordinances and action after a public hearing.
10. The Board works diligently to achieve a common understanding of all action items. At the request of a Director, and the discretion of the President, an item on which unanimity may not be achieved may be referred to a committee to consider a resolution of the issue prior to a vote.
11. Once an agenda item has been approved by the Board of Directors, the disposition is considered the "action" of the Board, recognized by the individual members as the decision of the District. Board members shall at all times respect the will of the majority on matters properly before and acted upon by the Board.

#### **Section 10.02 - Consent Agenda**

1. The District utilizes a Consent Agenda to approve routine business matters, such as minutes, operational production reports, project status reports, cash reports and approval of previously approved budgetary items.
2. If a Director has a question on a Consent Agenda item, he/she is encouraged to contact the General Manager for clarification prior to the meeting, rather than having it pulled for separate discussion during the meeting.
3. Items may be pulled from the Consent Agenda for a separate vote, upon approval of the President of the Board. The balance of the Consent Agenda shall be voted on prior to consideration of any item pulled for separate vote.

**Section 10.03 - Closed Session**

All Closed Session discussions and materials are considered legal and confidential information, and as such, shall not be shared or distributed outside the Closed Session unless reportable action has been taken, in which case Legal Counsel will make any required report of action taken, in open session. All Closed Sessions are conducted in accordance with the Brown Act. Documents shared in closed session shall not to be distributed or disclosed outside of Closed Session without clear authorization from Legal Counsel and the General Manager. This prohibition applies also to disclosure of confidential information to representatives of other agencies and/or the media.

Closed Sessions may be held at times other than the regular meetings of the Board of Directors so long as the meeting is posted pursuant to all applicable requirements of the Brown Act.

A Board Member should refer requests for information regarding Closed Session items to the General Manager who, in consultation with Legal Counsel, will provide an appropriate response.

**SECTION 11 – ROLES AND RESPONSIBILITY OF STANDING COMMITTEES AND SPECIAL COMMITTEES****Section 11.01 – Role and Responsibility of Committees**

1. Committees of the Board of Directors, including Standing and Ad Hoc Committees, are given authority to obtain more information, investigate, and provide reports or recommendations to the full Board. The committee format allows the Board to conduct its business more efficiently.
2. Standing Committees are established, and may be renamed or have their functions changed or terminated, by the Board. Standing Committees consist of two Board members, one of whom may be appointed as the Committee Chair. Standing Committee meetings are open to the public and subject to provisions of the Brown Act. Other Board members may attend Standing Committee meetings, but may not participate in the meetings.
3. Staff, at the direction of the General Manager, may provide support for Standing Committees by preparing agendas, staff reports, distributing materials, and performing other administrative functions as directed and approved by the General Manager. Standing Committee members may request staff assistance only through the General Manager.
4. Ad Hoc Committees are established for a limited purpose and duration, usually to review and report to the Board on an item of special but limited interest. Members of Ad Hoc Committees are appointed and serve at the pleasure of the President of the Board, and their terms expire upon completion of the project or issue for which the Committee was formed or at the recommendation of the Board President.
5. Copies of Committee agendas are made available to the entire Board. If members of Committee are in disagreement on a recommendation, the issue may be brought to the full Board for consideration.

## **SECTION 12 – COMPLAINT RESOLUTION PROCEDURES**

### **Section 12.01 – General Guidelines for Complaint Resolution Procedures**

The Board Handbook establishes standards of performance and expectations for governance for members of the Board of Directors. The District's core values of Professionalism, Accountability, Respect, Integrity, Servant Attitude, Excellence, and Stewardship define the performance expectations for Board members and staff. As adopted, the Board Handbook is the policy of the Board related to the standards and performance expectations contained therein.

It is intended that the standards of conduct established in this Board Handbook be self-enforcing by the Board and its members. However, the Board recognizes that there may be instances where even after receiving guidance and counsel to resolve unintentional (or intentional) violation, a party may continue to violate the provisions hereof, or an individual's repeated or egregious disregard and conscious intent to violate the agreed-upon standards of conduct are clearly demonstrated. In those cases, sanctions may apply and would occur in a public meeting. In the event that members of the Board breach this policy or any other applicable state, local or federal law, they may be subject to sanction or disciplinary action by the Board as outlined below.

### **Section 12.02 - Informal Sanction – Admonishment**

Admonishment is the least severe form of sanction or disciplinary action. A verbal or written admonishment may be directed to a Board member, reminding him or her that a particular type of behavior is in violation of this Board Handbook, District policy or law, and that, if it is found to have occurred, or is repeated, could subject the Board member to censure, the most severe disciplinary action.

An admonishment may be issued in response to a particular alleged action or actions. An admonishment may be issued by the Board prior to any findings of fact regarding allegations, and because it is a warning or reminder, would not necessarily require an investigation or separate hearings to determine whether the allegations are true.

An admonishment should be directed to a particular member or members of the Board based on a particular action (or set of actions) that has been determined by the Board to be in violation of District policy or law but is considered by the Board to not be sufficiently serious to require censure or other form of disciplinary action.

An admonishment may be issued upon the Board's review and consideration of a written or verbal allegation of a Handbook or policy violation. The member accused of such violation shall be entitled to notice of the allegation and will have an opportunity to provide a written or verbal response to the allegation prior to any action by the Board. A sanction may be issued by the Board of Directors and because it is not punishment or discipline, would not necessarily require an investigation or separate hearings.

**Section 12.03 - Formal Sanction or Censure**

Before the imposition of any formal sanction, the accused shall be entitled to a formal investigation, notice of the allegation, and opportunity to respond.

**Section 12.04 - Investigative Process**

All complaints regarding Board member conduct shall be filed with the General Manager. Once the complaint is filed, the General Manager shall convene a meeting with the complainant, accused, and the District's Legal Counsel. Each allegation shall be considered in a manner that is fair to all parties involved in the allegation(s), ensuring that due process is respected and provided. This will include allowing all members of the Board named in the allegation(s) an opportunity to consider and respond to the allegation(s).

If the General Manager and Board President determines that it is warranted, the complaint may be referred to the appropriate enforcement authority or authorities for investigation. If the complaint has merit, a report of the findings along with the accused individual's defense is presented to the Board of Directors for majority action. If there is no merit, the matter is disposed of.

When the Board of Directors decides, based on findings of the investigation and the accused individual's defense, that a violation has occurred, the Board may decide, by resolution, take the further disciplinary action including censure.

**Section 12.05 – Censure**

Censure is the most severe form of action contemplated in this Board Handbook. Censure is a formal statement of the Board of Directors officially reprimanding one or more of its members. It is punitive action, which serves as a penalty imposed for wrongdoing, but it carries no fine or suspension of the rights of the Board member as an elected official. Censure should be used only where the Board of Directors has determined that the violation of policy is a serious offense.

Any member of the Board of Directors who fails to comply with the terms of this Handbook, a Board or District policy or any applicable law or regulation is subject to censure by a majority vote of the Board. Censure by a majority vote of the Board may include revocation of appointment(s) to Standing Committees, Ad Hoc Committees or outside organizations. Examples of other punitive action that may be considered with censure include, but are not limited to, the following: issuance of an official letter of censure or reprimand, including denial of paid attendance at and travel to and from said functions or events not considered necessary to the censured Director's role as an elected official. The Board of Directors reserves the right to establish an ad hoc committee to: (1) investigate and review allegations of unethical conduct, unlawful conduct or conduct that violates the terms of this Handbook, a Board or District policy or any applicable law or regulation; and (2) make recommendations to the full Board for censure and/or discipline, as the majority of the Board deems appropriate.

**Commented [JOP2]:** We are assuming this revision is consistent with the intent of this section. It is unlikely the Board can prevent one of its members from attending an event, but it could refuse to compensate them.

**SECTION 13 – COMMITMENT TO BOARD OF DIRECTORS’ BEST PRACTICES**

As a member of the Mission Springs Water District Board of Directors, I have read the Board of Directors Handbook, and understand the expectations placed on me as an elected official and representative of the District. I am committed to upholding the public trust and representing the best interests of the District and its customers, by complying with the Board Handbook. By signing this letter commitment to Board of Directors Best Practices, I am pledging to comply with the terms of the Board of Directors Handbook, Board and District policies and all applicable laws and regulations. I further commit to conduct myself professionally as a Board Member and to carry out my duties with integrity and competence, which may be above and beyond what may otherwise be required by law, including but not limited to the following:

1. I shall help create and maintain an atmosphere of professionalism, respect and civility where individual Directors, District staff and the public are free to express their ideas and strive to work together to their full potential.
2. I shall conduct my personal business and public affairs with honesty, accuracy, integrity, fairness and respect for others.
3. I shall keep the common good of the Mission Springs Water District and those it serves as my highest priority and focus on achieving constructive solutions for the benefit of the District and the public.
4. I shall avoid and discourage conduct which is harmful to the best interests of the Mission Springs Water District.
5. I shall respect the decisions of the Board of Directors, acting through its majority, including its policies and procedures, and avoid utilizing the District’s financial resources in a wasteful, manner.
6. I shall not interfere with the orderly progress of District Board meetings or the meetings of its committees;
7. I shall not interfere with the execution by the General Manager of his/her powers and duties, or give direction, assignments or orders to his/her staff without the General Manager’s prior consent;
8. I shall be accurate and truthful when communicating as a Board Member of the District, including communications about District issues, activities and/or business;
9. I shall treat all people with whom I come into contact in a professional and respectful manner and consistent with the way I wish to be treated by others.

Name: \_\_\_\_\_

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

Title: \_\_\_\_\_

I have read the Board of Directors Handbook and understand the expectations placed on me as an appointed official of the District

\_\_\_\_\_  
General Manager/Board Secretary

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

**APPENDIX A**

**Rosenberg's Rules of Order Summary**

**APPENDIX B**  
**Signed Oath of Office**

# AGENDA REPORT

REGULAR BOARD MEETING MAY 16 & 20, 2024

## DIRECTOR REPORTS – MEETINGS AND EVENTS FOR APRIL 2024

### DIRECTOR REPORTS

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

Date	Event	Attendees
4/2	DWA BOARD MEETING	GRIFFITH
4/2	RIVCO BOARD OF SUPERVISORS MEETING	DUFF
4/2	DHS CITY COUNCIL MEETING	MARTIN
4/3	CSDA LEADERSHIP ACADEMY MODULE 2	MAYRHOFEN
4/4	CSDA LEADERSHIP ACADEMY MODULE 2	MAYRHOFEN
4/4	DVBA LEGISLATIVE MEETING	MARTIN
4/9	DHS PLANNING COMMISSION	MAYRHOFEN
4/9	RIVCO BOARD OF SUPERVISORS	MARTIN
4/9	CVWD BOARD MEETING	DUFF
4/10	ACWA LEGISLATIVE SYMPOSIUM	GRIFFITH, SEWELL
4/12	CSDA SUMMIT	DUFF
4/16	DWA BOARD MEETING	GRIFFITH
4/16	DHS CITY COUNCIL MEETING	MARTIN
4/17	GCVCC MIXER	SEWELL
4/18	RIVCO 7 <sup>TH</sup> ANNUAL CV BUSINESS CONFERENCE AND ECONOMIC FORECAST	MARTIN, MAYRHOFEN
4/19	ACWA LEGISLATIVE COMMITTEE MEETING	DUFF
4/23	BIA CV HOUSING, INFRASTRUCTURE & CEQA EVENT	MAYRHOFEN
4/23	CVWD BOARD MEETING	DUFF
4/25	CVCAN AI MASTERY IN MARKETING	MAYRHOFEN
4/25	DVBA GENERAL MEMBERSHIP LUNCHEON	MARTIN
4/30	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
4/30	DWA BOARD MEETING	GRIFFITH



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

Item 18.

Date	Event	Attendees
4/6	FOOD NOW CHILI COOK-OFF	MARTIN
4/11	ACWA GROUNDWATER SGMA MEETING	DUFF
4/12	GREG WALLIS TOUR OF NWRWRF	MARTIN, MAYRHOFEN
4/13	WOMEN'S CLUB BBQ	MARTIN
4/20	MSWD/CABOT'S EARTH DAY CELEBRATION	MARTIN, DUFF
4/24	TRIBAL WATER AUTHORITY MEETING	MARTIN
4/24	DVBA NETWORKING NIGHT	MARTIN
4/25	SUPERVISOR KAREN SPEIGEL ELECTED WOMEN IN LEADERSHIP MEETING	DUFF

MAY 2024

# GENERAL MANAGER'S REPORT



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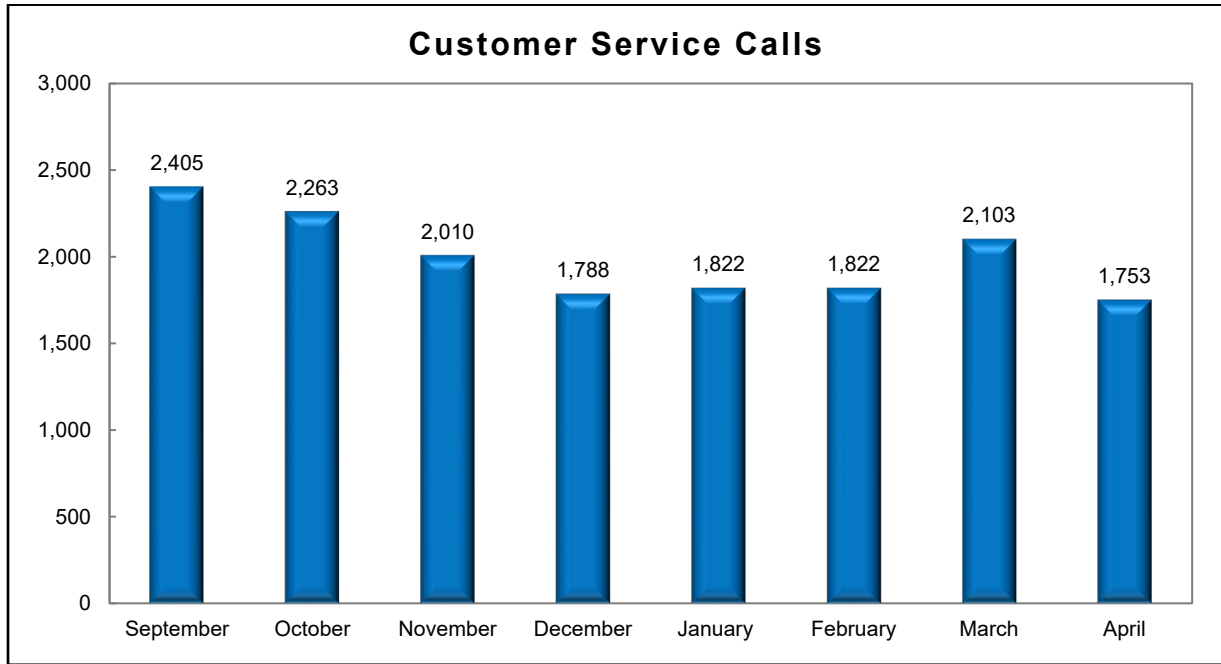
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# ADMINISTRATION

## Customer Service

### Calls into the Customer Service Department

After Customer Service had seen a steady decrease in the number of calls earlier, the number of calls has been fairly static over the last five months. The chart below represents total incoming calls received by the Customer Service staff.

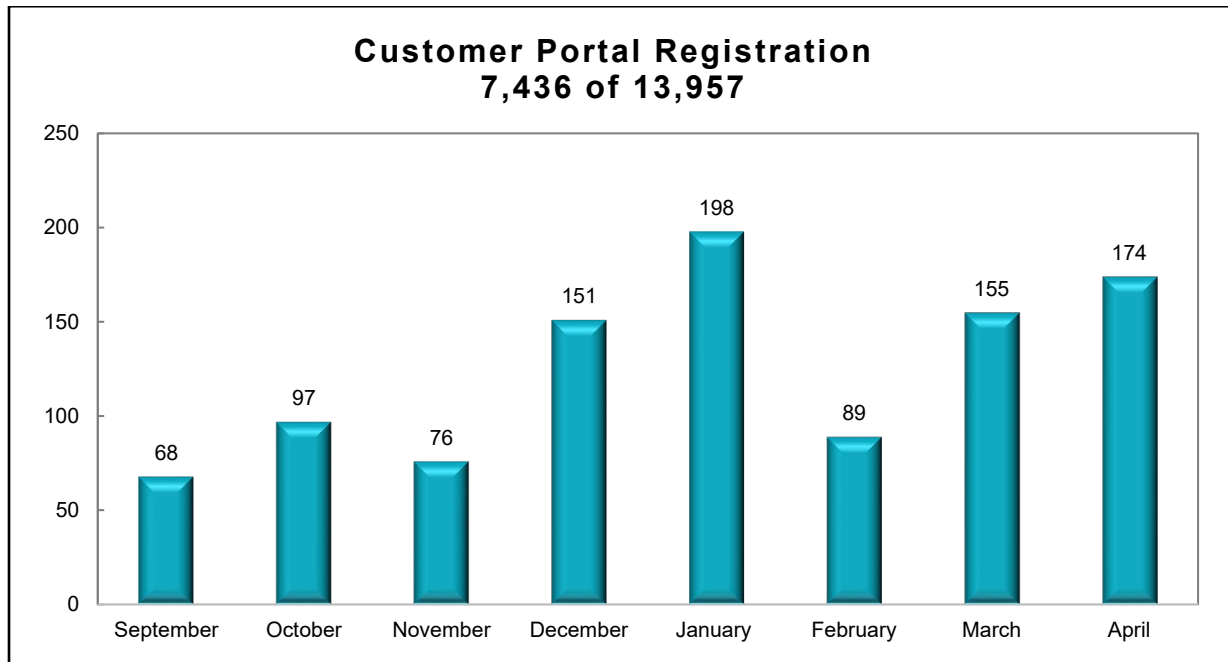


Most calls are related to payment plans, bill assistance information, demand/lien release requests, new property start/stop service, and account balance requests. The table below provides a summary of the number of calls by category received by the Customer Service staff.

Customer Request	Total for April 2024	Total for FY 2024	Monthly Average for FY 2024
Water Waste	3	13	1.30
High Bill Calls / Service Line Leaks	4	63	6.30
No Water	2	81	8.10
Disconnections by Request & Non-Pay	96	1,150	115.00
Reconnections by Request & Non-Pay	75	764	76.40
Service Transfers	124	1,009	100.90
High/Low Pressure	4	68	6.80
Water Quality	2	24	2.40
Other / Miscellaneous	104	956	95.60

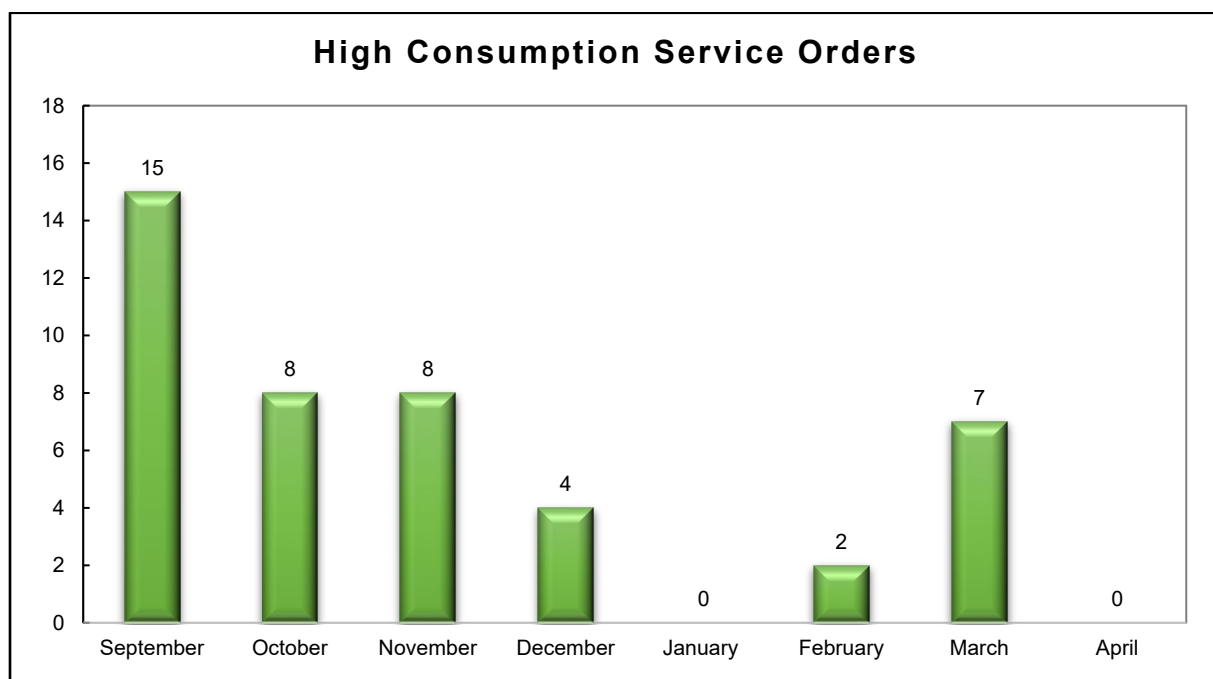
**Customer Portal**

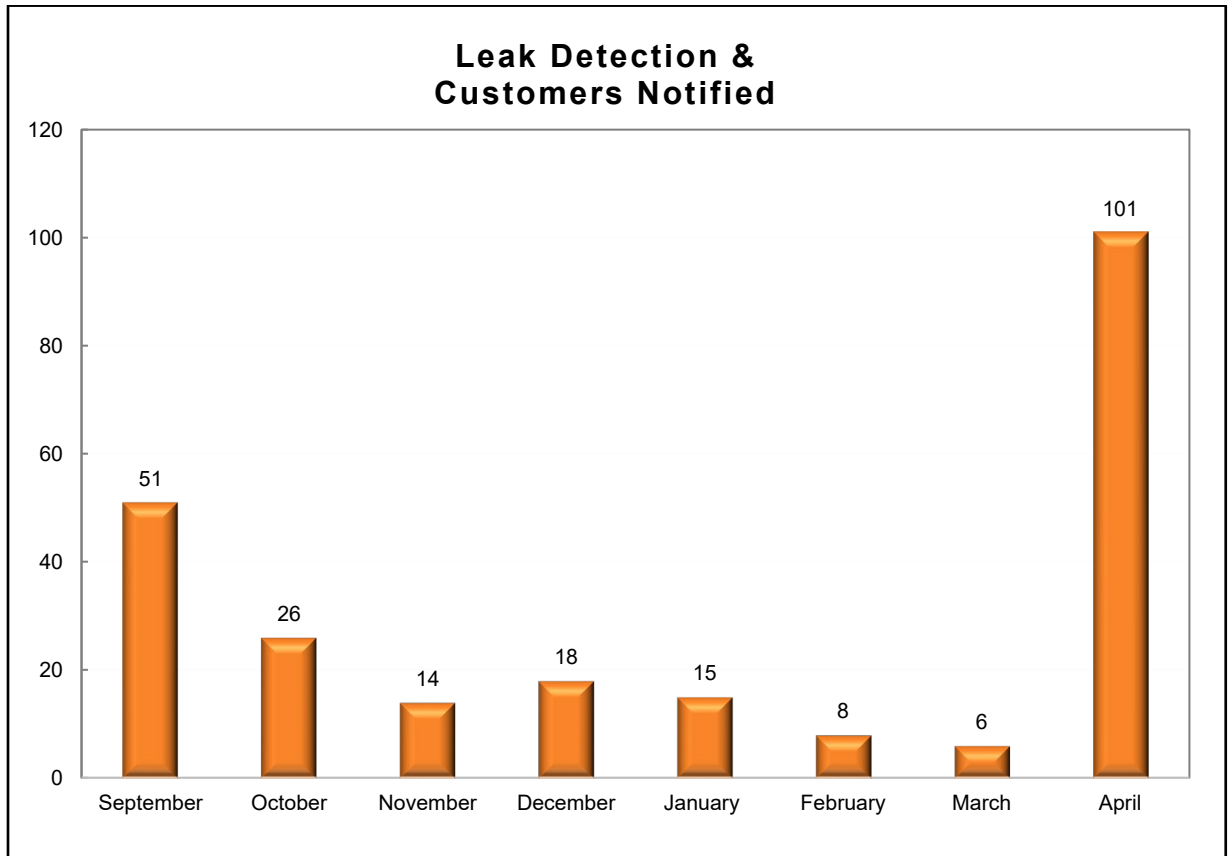
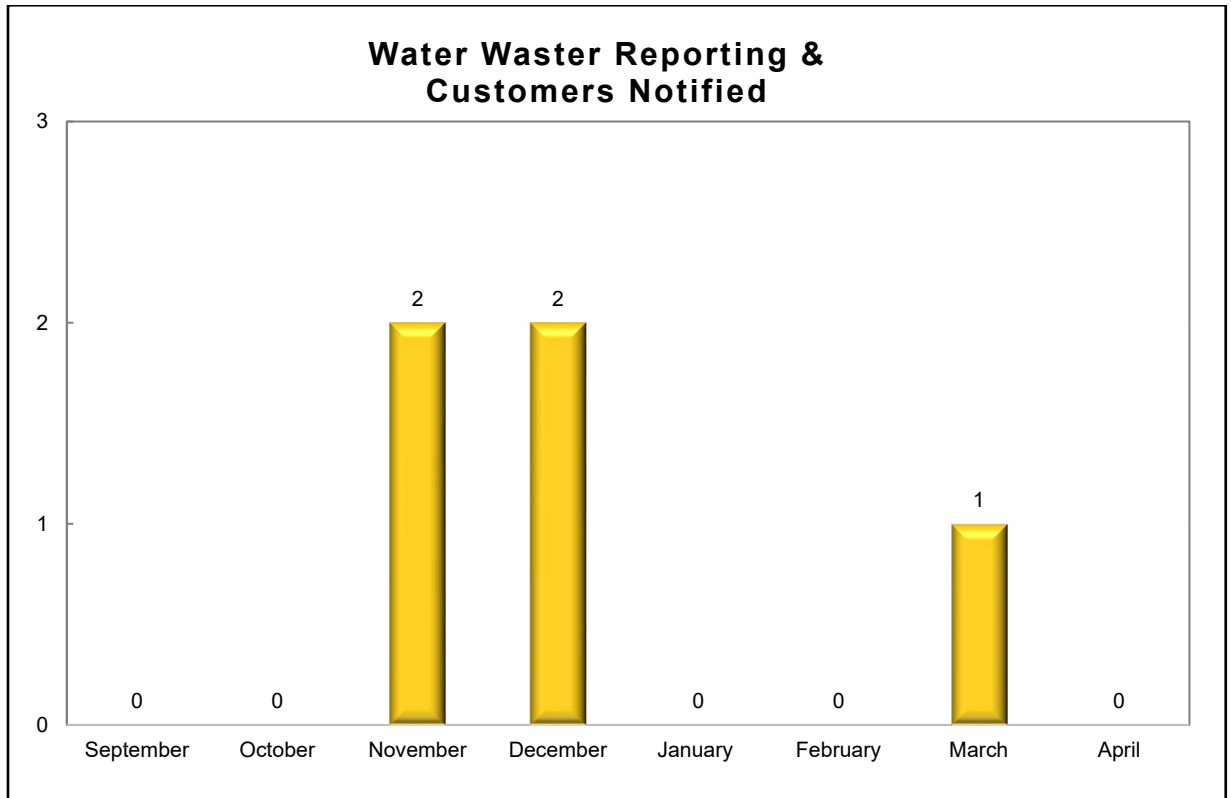
The District has implemented an AMI infrastructure and Neptune 360 portal. All customers are encouraged to sign up for the Customer Portal to access bills and leak alerts. Since launching the portal, customer adoption has reached 53%, or 7,436 customers registered so far.



**Monitoring of Customer Accounts**

The District continues to leverage the new AMI infrastructure and Neptune 360 portal to investigate high consumption, identify water wasters, and detect leaks. The following charts represent the monitoring results for 13,957 customer accounts by the Customer Service staff.





### **Customer Experience Enhancement Program**

The Customer Service Department continues the Customer Experience Enhancement Program. This program provides an Online Booking Calendar for in-person one-on-one account assistance and review, in addition to phone screening and on-the-spot feedback/coaching with a Customer Service representative.



The Customer Service team continues to host “Coffee Talk Wednesdays” providing mini-training and discussions. Weekly training topics include:

- What does Customer Service mean to You?
- Greeting Customers: the importance of and how to
- Diffusing an Interaction: what can we do to find a solution
- Tone of Your Voice: you can hear a smile through the phone
- Importance of customer inquiry follow-up
- Active Listening: verbal and non-verbal
- Customer Experience versus Customer Service
- Going the Extra Mile: inform, assist, and impress
- The Internal and External Customer
- Communication between departments
- Documentation of communications
- Customer Service PLACE Training
- Emotional Intelligence in Customer Service



**Delinquency Service Disconnections**

Staff continued to reach out to customers with delinquent accounts to provide information for assistance and repayment options to avoid disconnection. The table below summarizes the activities of Customer Service staff regarding delinquent accounts.

Fiscal Year	Auto-Dialer Calls to Customers	Door Hangers to Property	Customer Contact to Make Payment Plan	Service Disconnections
<b>2023 – 2024</b> (Year to Date)	4,096	573	890	542
<b>2022 – 2023</b>	5,107	759	1,171	656
<b>2021 – 2022</b> (3/24/2022 – 6/30/2022 COVID Moratorium Ended)	1,937	494	378	286
<b>2020 – 2021</b> (COVID Moratorium)	0	0	0	0
<b>2019 – 2020</b> (7/1/2019 – 3/9/2020 COVID Moratorium Started)	7,182	1,760	814	667

**Customer Bill Pay Options**

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

- Payment Portal on MSWD.org/Customer Connect.
- Customers can pay at 7-11 in Desert Hot Springs, Palm Springs, Cathedral City, and Yucca Valley; CVS or Walmart in Palm Springs; and Family Dollar in Yucca Valley. Customers must have their bills present.
- Customers can drop payments (check or money order) in the drop box or pay in the lobby.
- Customers can call in and pay through the IVR system, or with Customer Service Representative assistance.
- Pay Near Me is promoting inclusive payment options including: Cash App Pay (New), PayPal, Google Pay, Apple Pay, and the QR code on the back of the bill. Customers can pay directly from their smartphone.





**Customer Bill Assistance Programs**

The District continues to facilitate bill assistance programs for the benefit of its customers.

- The United Way Customer Bill Assistance Program continues to be utilized by those customers who need assistance for one billing period annually, paying \$100 per approved customer.
- Riverside County's Low Income Household Water Assistance Program (LIHWAP) Care Program provides customers with a one-time payment towards their water and/or sewer bill of up to \$5,000. The U.S. Department of Health and Human Services permitted the extension of the LIHWAP program through March 31, 2024. Please note that the program is now closed as of March 31, 2024. There is no further funding as of now, and the remaining payments from the March 2024 applications will be received in April 2024.



The table below summarizes the results of the customer bill assistance programs administered by the Customer Service staff.

Assistance Program	Customers Assisted in April 2024	Total Assistance in April 2024	Total Assistance in FY 2024
United Way of the Desert	0	\$0.00	\$6,100.00
LIHWAP / CAP Riverside	17	\$7,797.55	\$81,866.24
MSWD Payment Plans Last Month	Previous Month Remaining to be Billed	MSWD Current Customer Payment Plans	Current Balance Remaining to be Collected
171	\$48,360.63	154	\$34,742.83



**Billing**

During April 2024, Customer Service reviewed a total of 15,408 bills.

April 2024	Bill Count	Bill Amount
Regular Bills	11,438	\$648,669.68
Delinquent Bills	3,790	\$1,993,678.13
Closing Bills	180	\$7,114.96
<b>Total</b>	<b>15,408</b>	<b>\$2,649,462.77</b>

**Refunds**

There was a total of 38 customer account refunds totaling \$4,018.60 resulting from closed accounts for the month of April 2024.

April 2024	Refund Count	Refund Amount
Customer Refunds	38	\$4,018.60
Construction Meter Refunds	1	\$2,140.61
<b>Total</b>	<b>39</b>	<b>\$6,159.21</b>

**Liens**

Customer Service identified five accounts that were 90 days past due requiring Lien filing. Likewise, 17 Release of Liens were issued after securing payment for outstanding balances on past due accounts.



## Finance & 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 April 2024.

### Payroll

Payroll staff completed the 2023 Government Compensation Report with the State Controller's Office.

Staff also began working with Lincoln Financial to gather employee information and make modifications to payroll reports required by the implementation of a new investment platform that will be rolling out in May 2024 for the deferred compensation plans administered by Lincoln Financial.

Additionally, the following quarterly procedures have been completed in the month of April 2024:

- Worker's Compensation Insurance Payments were calculated for the 1<sup>st</sup> quarter of 2024 and processed with ACWA, for a total of \$37,437.81.
- Form 941 Employer's Quarterly Federal Tax Return was filed.
- Form DE 9 CA Quarterly Contribution Return and Report of Wages was filed.

### Budget

Fiscal Year 2025 budget worksheets were prepared and distributed to each responsible manager/supervisor to request changes and updates for next year's budget.

Budget transfers for April 2024 totaled \$101,500:

BID	DESCRIPTION OF EXPENDITURE	G/L NUMBER	DATE	AMOUNT	BID	TRANSFER TO DESCRIPTION	TRANS TO GL NUMBER
315	TEMPORARY ADMIN LABOR	101-5060-56011-000	04-01-2024	20,000.00	614	OFFICE SUPPLIES	101-5060-53021-000
591	SLUDGE DISPOSAL	301-5640-56881-000	04-01-2024	30,000.00	581	WASTEWATER OPERATIONS MATERIALS AND EQUIPMENT	301-5640-53401-000
515	FACILITY MAINTENANCE	101-5020-53005-000	04-05-2024	2,000.00	518	DISTRICT YARD PEST CONTROL	101-5020-56381-000
545	TRAINING AND SEMINARS	201-5460-74001-000	04-05-2024	2,000.00	543	UNDERGROUND SERVICE ALERT	201-5460-56011-000
591	SLUDGE DISPOSAL	301-5640-56881-000	04-08-2024	3,000.00	578	MISC LABORATORY	301-5640-53005-000
591	SLUDGE DISPOSAL	301-5640-56881-000	04-08-2024	10,000.00	588	ROUTINE LABORATORY TESTING	301-5640-56011-000
861	PRODUCTION FACILITIES IMPROVEMENTS	201-5440-53005-000	04-08-2024	2,000.00	837	WATER PRODUCTION MAINTENANCE SUPPLIES	201-5440-53005-000
603	TEMPORARY STAFF	301-5640-56011-000	04-11-2024	1,000.00	587	SCADA MONITORING SERVICE	301-5640-56011-000
844	WELL/BOOSTER INSPECTION AND MAINTENANCE PROGRAM	201-5440-56011-000	04-17-2024	3,500.00	841	SMALL TOOLS	201-5440-53461-000
531	CLA-VAL MAINTENANCE	201-5460-53005-000	04-24-2024	10,000.00	532	MAINLINE LEAK REPAIR MATERIALS	201-5460-53005-000
662	TRAINING AND EDUCATION - HR	101-5140-74001-000	04-30-2024	3,000.00	661	EMPLOYEE RECRUITMENT	101-5140-56281-000
844	WELL/BOOSTER INSPECTION AND MAINTENANCE PROGRAM	201-5440-56011-000	04-30-2024	15,000.00	848	LAB SERVICES FOR WELLS & RESEVOIRS	201-5440-56681-000

### Current Work Priorities

The Accounting team continues the process of updating the Accounts Payable invoice approval using Laserfiche workflow.

Staff also began to draft policy and Laserfiche workflow for the Unclaimed Funds process.

Accounting continues to support other departments as needed:

- Engineering
  - One reimbursable job was created to track all the expenses related to New Development project for:
    - Zakataka-landscape and water improvement plan

- Operations
  - Two new reimbursable jobs were created to track costs from:
    - Damage to hydrant at Pierson and Palm
    - Damage to hydrant at 6<sup>th</sup> and Palm
  - Four new capital jobs were created to track costs related to procuring:
    - Gehl TH842 Telehandler
    - Case 570N EP Skip Loader
    - (2) John Deere Gator TX Model
- Human Resources
  - Accounting continues to work with Human Resources to update employee forms and workflow using Laserfiche Forms; including the Boot Reimbursement form, Direct Deposit Change form, Timesheet submittal form, and the Off-Work Request form.

The Director of Finance continues to work with Raffelis on the Long-Range Financial Master Plan, providing additional backup on District cost of services.

Through CSDA the Director of Finance signed up for their mentorship program and was paired with the General Manager from Monte Vista Water District. This will give the Director of Finance a different perspective and insight of best practices in the industry.

The Director of Finance joined the GFOA's Uncertainty and Risk Advisory Group to collaborate with other government agencies through the entire US on issues and uncertainties affecting the District.

The Director of Finance signed up for and started the CSDA Certified Special District Manager that awards a certificate after completing an exam that covers various special district management, operations and governance.

The Director of Finance and staff worked with Lincoln Financial group to update and plan documents related to the 457b deferred compensation plan and to implement a 401a plan.

**Cash**

Total cash receipts for the month of April 2024 amounted to \$1,344,043, primarily from water and sewer customer account payments.

Cash disbursements for the month of April 2024 amounted to \$1,940,447.12 with the largest payments going to:

Entity	Amount
RE Chaffee Construction Inc	\$371,333
Net Payroll	\$272,857
Enterprise FM Trust	\$145,393
EFTPS-IRS Payroll Tax Remittance	\$141,092
ACWA-JPIA Health Benefits Authority	\$107,444
CalPERS	\$73,028

**Financial Statement**

A year-to-date summary of the District's financial position for Fiscal Year 2023-2024, in addition to a comparison to the previous fiscal year, can be found in Appendix A.

**Capital Improvement Program**

The District maintains a 5-year Capital Improvement Program that includes water and sewer infrastructure, facilities, equipment, and fleet. A year-to-date summary of the District's Capital Improvement Program for Fiscal Year 2023-2024 can be found in Appendix A.



## Innovation & Technology Department

The Innovation and Technology (IT) Department 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 April 2024.

### Department Updates

- IT continues to work with Soffa Electric on the network configuration for the Wright RWRP as more security controls are put in place and systems are tested.
- The link between the Wright RWRP and the Administration Building has been realigned for better throughput and reliability.
- IT led site walks with potential surveillance camera vendors at the Horton WWTP to begin outlining the requirements of the camera system both to replace aging hardware and to maintain a centrally managed system for both the Wright RWRP and Horton WWTP.
- IT assisted with the kick-off of the new GIS project with Timmons Group.

### Technology Improvements

- IT has begun a new project to implement a new email protection system.
- Advanced file monitoring is being implemented on the District servers.
- An updated password policy is being deployed to all staff.
- IT worked with Field Services to create a more effective way for backflow management and inspection scheduling.
- Cybersecurity improvements continue to be made to improve District security.
- Desktop computers and laptop upgrades continue as needed.

### On-Going Cyber Security Training

IT continues the monthly anti-phishing training scenarios with staff and Board members. Staff have been diligent in reporting suspicious emails or contacting the IT Manager for review of suspicious emails before acting.

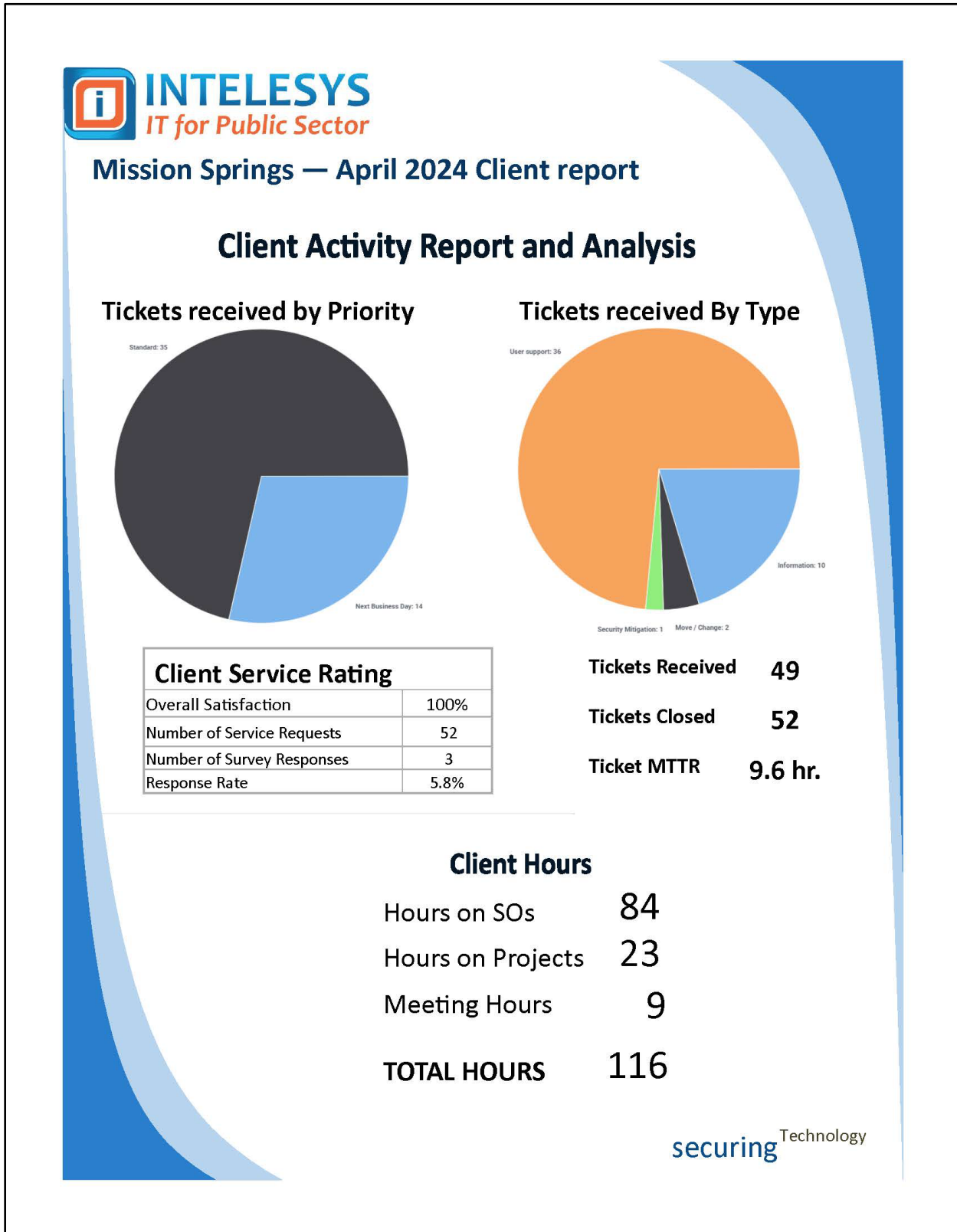
### Cyber Security News Roundup

The IT Department tracks trends in cyber security to note new opportunities for security and new concerns to defend against. The news below is a brief selection intended for informational purposes and provides no insight to the District's cyber security controls.

- It was discovered that a Microsoft storage server related to their Bing search engine was left open and unsecured on the Internet allowing access to configuration files containing internal passwords to other Microsoft services. ([Techcrunch](#))
- A critical bug in LG smart TV's WebOS TV versions 4 through 7 was discovered to allow complete device takeover. LG was informed of the vulnerability in November 2023 and a patch was issued on March 22, 2024. It is recommended that LG smart TV owners check for and install the latest OS updates. ([Cybernews](#))
- UnitedHealth revealed that the source of their breach was the use of compromised user credentials for Citrix, which provides employees with remote network access. Hackers then took advantage of a Citrix vulnerability to encrypt files and demand a ransom be paid. ([Reuters](#))

**Intelesys IT Support**

April 2024 completes the District's third month of IT support through Intelesys. Below is their report on April 2024 activities.





## Mission Springs — April 2024 Client report

### Client Meetings

Meeting Title	Topics	Time Allocated
Weekly Technology Review (During Onboarding)	<ul style="list-style-type: none"> <li>Mail Protection Solution</li> <li>Mobile Device Management (MDM) solution</li> <li>Server refresh</li> </ul>	8 hours
GoTo Demo	Demo of the GoTo Connect platform	1 Hour

### Client Open Projects

Project Title	Purpose
Wright Wastewater Plant Network	Setup and configure network connectivity for new plan.
Advanced Monitoring setup	Configure the servers for alerts on new files created
Mail Protection	Increase inbound mail protection and visibility

### Client Pending Projects

Project Title	Purpose
Server Refresh	Ensure MSWD servers are within proper life cycle
Phone system Review	Secure best pricing and technology for MSWD phones

### Client Closed Projects

Project Title	Purpose
New MFA deployment	Increase MSWD network security



## 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 service brass 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.

Total inventory purchases were \$26,287.48, and the total issued for use by field crews totaled \$45,378.61, for April 2024.



## ENGINEERING & OPERATIONS

### Engineering Department

Below is a list of Capital Projects and status updates for March 2024.

#### **Well 42 Project**

As recommended by the hydrogeologist, the contractor completed a downhole video of the well to assess its condition. The hydrogeologist then prepared a downhole rehabilitation plan to remove the biofilm and encrustation found to be present along wetted casing and screen intervals below the static water level. MSWD is reviewing the rehabilitation plan and upon approval, will direct the contractor to complete the necessary work.

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

Staff had a meeting with the property owner to discuss a new alternative alignment for the sewer at the south end of Hildago Street. The owner was not receptive to the new alternative that was presented. Therefore, staff is evaluating the next steps.

#### **Well 22 Rehabilitation**

Staff has completed evaluation of bids and the project was awarded to Canyon Springs Enterprises for the Well 22 Rehabilitation at the April 2024 Board Meeting. Staff is currently working with the contractor on scheduling the project and executing the agreement.

#### **Water and Wastewater System Comprehensive Master Plan Updates**

Staff and consultants continued progress on evaluating the future demands and system needs, as well as finalizing the master plans and capital improvement programs. Staff anticipates completing the plans and presenting them to the Board in the coming weeks.

#### **AD-18 – GQPP Sewer Project Area “D3”**

Following Board approval in April 2024, staff has reached out to AECOM to execute a Contract to complete design work for Area D3. Staff will be issuing the notice to proceed in May 2024.

#### **AD-18 – GQPP Sewer Project Areas “A” & “G”**

The Army Corps of Engineers design consultant, Genterra, is in the process of preparing the 100% design.

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

Once the proposed future solar panel layout is finalized for the sites, staff will solicit bids through the Planet Bids website within the next few months and will evaluate the bids once they are received and will present the bid results to the Board of Directors in a future Board meeting.

#### **Well 34 Rehabilitation**

Construction was scheduled to be completed in March 2024; however, due to weather and material procurement delays, it will extend into June 2024. Both Booster Pumps 1

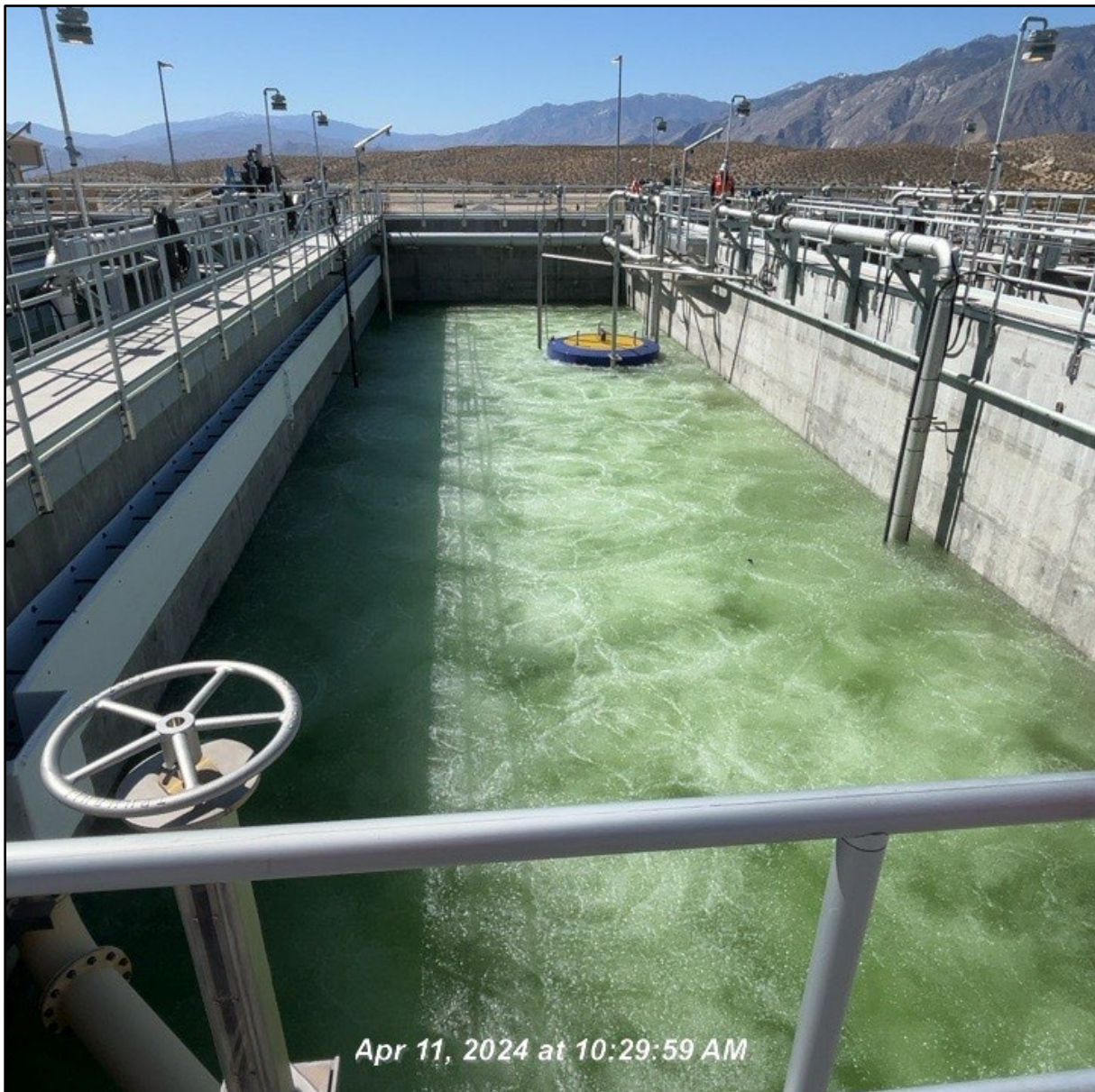
and 2 were pulled to investigate the condition and determine scope of rehabilitation efforts.

### **Regional Water Reclamation Facility**

The Project Team continued responding to RFIs and processing change orders and payment requests submitted by the contractor, JF Shea Construction.

The contractor continued construction on the Regional Water Reclamation Facility (RWRF). Through the month of April 2024, JF Shea Construction:

- Continued outfitting the operations building, wiring, electrical, and security throughout the facility, and site finish work.
- Continued on the startup, testing, troubleshooting, and training on the various individual components and systems within the plant.
- Completed the clean water testing.



Following recording of the grant deed for the permanent easements along 20<sup>th</sup> Avenue, staff contacted Yellow Jacket Drilling to obtain a schedule to mobilize and complete construction of the third required monitoring well.

Staff received comments on the access agreement with the owner to access a private well near Palm Drive and Interstate 10 required for annual sampling and reporting to the RWQCB. Staff is reviewing with MSWD legal counsel.

The Project Team continues to coordinate with the State Water Board on the SRF/Grant funding agreement and reimbursement requests.

- Staff received an update that the Reimbursement Request No. 2 has been processed and a check is forthcoming.
- Staff received an update that the Conveyance Line FBA is still in review by the State.

### **RWRF Conveyance Line**

The Project Team continued processing submittals, responding to RFIs, and processing change orders and payment requests submitted by the contractor, Downing Construction, Inc.

The contractor completed construction of the gravity sewer along Little Morongo Road between 18<sup>th</sup> Avenue and Dillon Road. The portion across the SCE transmission crossing still remains.

Staff continues to coordinate with SCE to resolve the easement issue along Little Morongo Road south of 18<sup>th</sup> Avenue.

### **Area M2 Sewer Collection System (AD-15)**

Staff has received the final bid package and is preparing it for bidding. Staff plans to bid the project following approval of the bid package by the State.

### **RWRF Roadway Design (19<sup>th</sup> Avenue, Little Morongo Road, and 20<sup>th</sup> Avenue)**

The 60% design plan check has been completed and returned to the consultant to review and begin the 90% design.



## Operations & Maintenance

### Construction & Maintenance

#### Water Line Locations

Staff completed approximately 374 water line location requests using iPads and the GeoViewer Mobile app to streamline and manage line locations.



#### Water System Repairs/Replacement

Staff continued to repair and replace components of the water distribution system keeping it in optimum working order and properly functioning without any interruption. Below is a summary of the repairs and replacements completed in April 2024.

- Eight water service lines were replaced with copper.
- Eight service line leaks were repaired.
- Five mainline leaks were repaired.
- One fire hydrant was replaced.



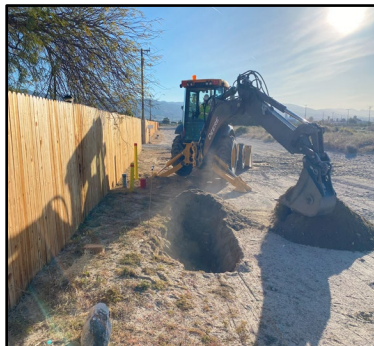
### **Water System Maintenance**

Staff continued to implement preventative maintenance and inspection program keeping the water distribution system in optimum working order and properly functioning without any interruption. Below is a summary of the maintenance completed in April 2024.

- 162 ground valves were exercised.
- 50 fire hydrants were flushed, maintained, and painted.
- No air-release valves were inspected and/or rebuilt. Annual air-release valve maintenance has been completed.
- No Cla-Val valves were maintained this month.
- 96 blow-offs were flushed.



- Staff potholed several locations along Mission Creek at the water main crossings preparing for the replacement of water mains associated with Tropical Storm Hilary.



### **CMMS Workorder Program**

A total of 22 work orders were processed in April 2024 using the CMMS program.

### **New Water Meter Service Installation**

Staff installed 17 new water service lines in April 2024.

### **Fire Flow Testing**

Staff continued performing field fire flow tests for the Engineering Department. Five fire flow tests were conducted in April 2024.

## Fleet & Facility Maintenance

### Janitorial Services

The janitorial contractor, Executive Facilities Services Inc., continues to clean and disinfect all District buildings. Routine disinfection is performed four times per week Tuesday through Friday. Additionally, routine janitorial services are provided twice per week on Wednesdays and Fridays. Staff is preparing an RFP to request revised bids reducing the cleaning and disinfection to two days a week each and add the new Wright RWRF to the list of facilities.

### Building Maintenance

Staff completed the following building maintenance during the month of April 2024:

- Built an office chair for April in the Administration Building.
- Cleaned up trash in the Administration Building dumpster enclosure.
- Installed signs and barbed wire on the new Corporate Yard gate.
- Built a palletized chlorine enclosure for the Production Department.
- Made irrigation repairs at Well 25, Well 28, and Two Bunch Reservoir.
- Secured antenna cables at the Wright RWRF.
- Repaired irrigation breaks at the Administration Building parking lot.
- The drain in the Corporate Yard shop restroom was snaked with assistance from the Wastewater department.
- Sealed holes in the Corporate Yard Shop roof.
- Replaced the exterior outlet cover on the Accounting Trailer.
- Prepared all the Corporate Yard swamp coolers for upcoming use.
- Welded chain to the gate at the MSWD Airport well property.
- Replaced both flags at the Administration Building due to wear.
- Re-mounted cross beams at the Administration Building front shade structure.
- Assisted Amanda in office relocation, raised desk, hung whiteboard, and bulletin boards in office per her locations.
- Replaced failed air hose in the Corporate Yard shop and drained the water filter.
- Readjusted rooftop antennas at the Administration Building for Kurt.
- Removed excess pole length above the Horton WWTP antenna at the Administration Building.
- Built mount for a tire spreader for use in the Corporate Yard Shop.
- Trimmed palm tree in the northwest corner of the Corporate Yard.
- Assisted April in swapping desks for her new office.
- Cleaned up trash around the Corporate Yard gate.
- Replaced vent fan in the lower Administration Building hallway restroom.

### Standby Generator Monthly Maintenance Program

Our team conducts monthly testing to ensure that all generators are in good working order and ready for use when needed. There were no issues with the generators this month.

### Fleet Maintenance/Repairs

- Unit 433 had license plates Installed.
- Unit 362 had battery replaced due to dead cell and rear bucket tooth replaced.
- Unit 418 had the starter button replaced as the original was used to repair Unit 419.

- Unit 399 had the rear glass replaced on the cab, a new hydro boost unit installed, and had the utility crane inspected and greased.
- Unit 435 had the preventative maintenance service and tire rotation performed.
- Unit 391 had the crane removed for installation on Unit 442.
- Unit 442 was taken in to have the crane installed and rack modifications made.
- Unit 402 had the rear brake pads replaced.
- Units 424 and 431 had fire extinguishers mounted in the cab.
- Unit 424 had a broken outrigger pin replaced.
- Unit 425 had the 500-hour service performed, all filters and oil were changed, and all grease points lubricated.
- Units 409, 410, and 412 had range extending antennas installed.
- Unit 390 had the preventative maintenance service performed, rear tires replaced at Desert Tire, and cabin filter changed.
- Unit 435 had a recall performed at Jessup.
- Unit 398 had the utility crane inspected and greased.
- Unit 434 had a directional lightbar installed on the rear of the truck.
- Unit 397 had all 4 rear tires replaced at Desert Tire.





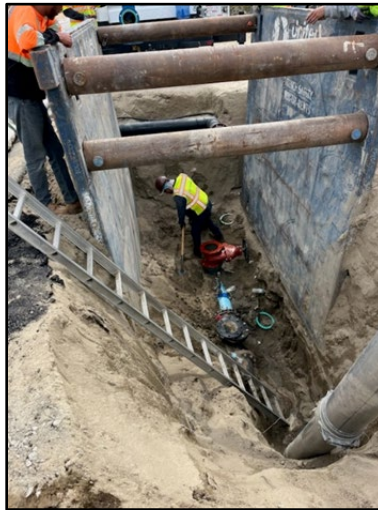
## Wastewater Collections

### Sanitary Sewer Overflows (SSOs)

There were no Sanitary Sewer Overflows (SSOs) in the collection system during April 2024.

### Dos Palmas Lift Station

Operators conducted daily site visits to ensure proper pump operation, SCADA (Supervisory Control and Data Acquisition) system functionality, and site security. Staff completed a confined space entry to replace the low-level float for the lift station. Since all four floats have been replaced, we have not had any abnormal alarm calls from the pumps going out of sequence. Downing Construction was able to successfully bypass the lift station force main to install all the valves and pipes to allow the force main to go in either direction, Horton WWTP or Wright RWRP. The lift station is now back in normal operation.



### Sewer Line Locations

Staff completed 374 sewer line location requests using iPads and the GeoViewer mobile application to streamline and manage line locations.

### Sewer Line/Collections Maintenance

- Staff completed 42 CCTV inspections, totaling 12,994 feet in April 2024.
- Zero miles of sewer mainline were cleaned in April 2024.

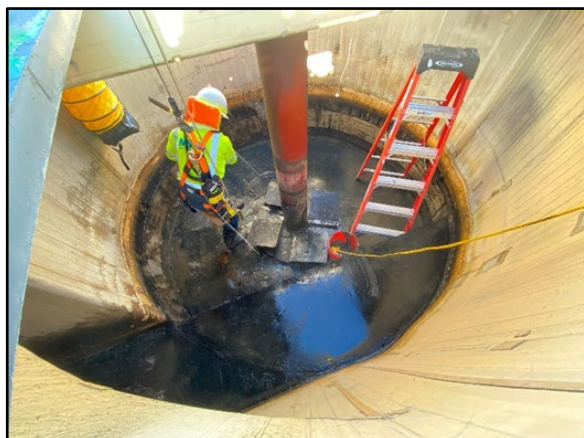
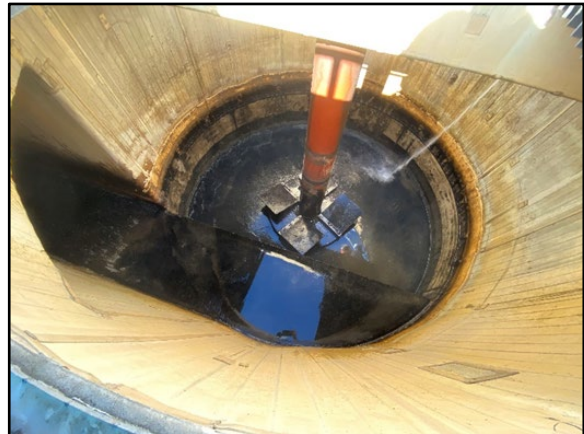
## Wastewater Treatment

### Plant Maintenance

Staff spent 520.5-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 148.2-man hours operating the sludge belt filter press, including filling and removing 17 trailers of sludge from the Horton and Desert Crest WWTPs.

Staff continued routine maintenance removing rags from the headworks auger, aeration tanks, RAS pumps, grit pumps, etc.

Staff completed a confined space entry to inspect the vortex grit removal unit for the Horton WWTP.



Staff had All Valley Crane come out to pull out the auger at the headworks to replace the brush on the auger. While the crane was here, staff replaced the spider couplings in aerators 8 through 11 on aeration tanks 4 and 5.



### **Pond Maintenance**

Ponds 1, 3, 6, 7, and 8 were cleaned and rehabilitated during April 2024. Pond 1 was cleaned and rehabilitated twice this month.

### **Weekly Wastewater Training**

The training courses aim to provide all operators with consistent knowledge and a better understanding of processes, including operating equipment more proficiently. This training helps keep operators safe while completing maintenance. A summary of this month's training includes:

- Wastewater Required State Reporting
- Wright RWRf Waste Discharge Requirements (WDR)

### **Nancy Wright RWRf Startup Training**

Staff has started training on various equipment throughout the Nancy Wright RWRf.



### Wastewater Report

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					
Fiscal Year	2023/24	2022/23	2021/22	2020/21	2019/20
July	4	4	18	8	7
August	12	26	20	4	1
September	17	20	20	5	2
October	3	13	36	9	4
November	7	8	29	50	10
December	21	8	12	9	3
January	2	35	14	21	7
February	1	4	7	23	5
March	1	24	17	48	1
April	7	16	7	18	3
May		9	16	17	11
June		4	2	21	7
<b>Total</b>	<b>75</b>	<b>171</b>	<b>198</b>	<b>233</b>	<b>61</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.

Wastewater Flow (MGD)				
Fiscal Year 2023/24	Horton WWTP		Desert Crest WWTP	
	Average Daily Flow	Peak 24 Hour Flow	Average Daily Flow	Peak 24 Hour Flow
July	1.922043	2.149212	0.050983	0.071200
August	1.929369	2.592078	0.047453	0.067540
September	2.037218	2.182773	0.046081	0.055570
October	2.050049	2.173503	0.040804	0.051000
November	2.065661	2.265582	0.046158	0.059550
December	2.037725	2.208722	0.045566	0.057730
January	2.014687	2.152567	0.045226	0.049620
February	1.999080	2.184408	0.047016	0.053920
March	2.075331	2.301861	0.047050	0.054740
April	2.059142	2.222371	0.040275	0.047630
May				
June				

Additional wastewater flow information is provided in Appendix B.

## Water Production

### Water Pumped/Produced

During the month of April 2024, the District's three public water systems produced the following quantity of water:

- MSWD (CA3310008) – 633.71 Acre Feet (206.50 MG)
- West Palm Springs Village (CA3310078) – 12.09 Acre Feet (3.93 MG)
- Palm Springs Crest (CA3310081) – 3.88 Acre Feet (1.26 MG)

### Water Sampling/Testing

- Bacteriological Sampling – Staff collected 50 routine samples in the MSWD system, four routine samples in the ID-E area (WPSV and PSC systems), and four well samples in ID-E.
- Staff also collected 16 general physical samples in MSWD and two general physical samples in ID-E.
- Well 26A Uranium Treatment (IXP) Sampling – The monthly uranium sampling was completed on April 1, 2024.
- Monthly Reporting – The District's Monthly Coliform Monitoring Report for April 2024 for all three water systems was sent to the SWRCB on May 10, 2024.

### Chlorination System Updates

- Chlorination Pumps – Staff conducted routine maintenance and inspections on all chlorine pumps and related equipment at well sites. Staff made necessary adjustments, repairing and/or rebuilding to ensure proper operation. Most chlorinator pumps continue to function properly, with only typical preventative maintenance required (i.e., repair of cracked chlorination suction/feed tubing).
- Chlorinator Pump Cleaning – Staff began cleaning all chlorinators two times per month with a vinegar-based solution to reduce chlorinator issues. All the chlorine pumps were cleaned during the month of April 2024.
- Sodium Hypochlorite (Chlorine) Usage – During the month of April 2024, a total of 1,414 gallons of chlorine (12.5% solution strength) was used to disinfect the distribution system and our production facilities. (Reflects usage in the MSWD and ID-E water systems.)
- Chlorine Residuals at Production Well Sites – In April 2024, the Production staff checked and documented the chlorine residuals at all wells in use 225 times. The average chlorine residual of these readings was 0.90 ppm. (This data reflects the MSWD and ID-E water systems.)
- Distribution System Chlorine Residuals – During the month of April 2024, the Production staff checked and documented the chlorine residuals throughout the distribution system a total of 85 times. The average chlorine residual of these readings is 0.75 ppm. (This data reflects the MSWD and ID-E water systems.)

### Well Soundings

Staff continued to sound the groundwater levels for 13 production wells and nine monitoring wells.

### **Production Facility Updates**

Staff oversees all water production sites, making necessary adjustments. They conduct monthly overflow maintenance as needed by climbing reservoirs. Staff also inspect reservoir roofs using a drone.

- Well 22 Rehabilitation – While this well is mechanically operational, we've continued to experience intermittent failing bacteriological test. Staff is working to find a resolution to this issue.
- Gateway Fire Pump Monthly Testing – Staff performed the monthly fire pump testing on April 10, 2024. All systems functioned properly. Water loss data was captured and entered onto our water loss tracking worksheet.
- Well 24 Update – The well is still offline, and the pump is currently out of the well. MSWD staff has determined that it is best to run this well to failure. We are working with contractors to bring this well back into operation as soon as possible.
- Well 31 Pump Noise – The pump has been removed from this well and is currently being inspected for necessary repairs. Additionally, since the pump is out of the well, we are having a video survey and EMDS (well casing study) performed on the well.
- Well 29 Chlorine Analyzer Servicing – Staff replaced the DPD and cleaned the sample cell on April 25, 2024.
- Well 33 Chlorination System Upgrade Project – Staff are working diligently to complete the upgrades. This project is considered 95% complete. The remaining item to be completed is its integration into the PLC/SCADA control system. This should be completed by mid-May 2024.
- Well 27/31, Valley View, and Overhill PLC (Programmable Logic Controller) Upgrade Project – The PLC upgrade project has been completed. This project has improved the communications between the sites and the booster pump control logic to a Lead/Lag Alternator strategy. This will help ensure that each pump has an equal number of run-time hours.
- Security Camera Maintenance – Using the new bucket truck, staff cleaned the cameras at Wells 22, 24, 29,, 34, and Worsley Reservoir.
- Well 37 Chlorine Analyzer Leak – Staff found the chlorine analyzer to be leaking on April 30, 2024. A replacement part has been ordered and is expected to be installed by May 6, 2024.
- Well 32 Water Box Leak – The Discharge Head Water Box drain line was damaged. Staff repaired this drain line and routed the water away from the well pedestal to prevent corrosion.
- Well 37 Security Door Switch – Staff replaced a damaged security door switch for the chlorine room.



**Water Report**

Through continued development in the Desert Hot Springs area and at the request of new customers, water services are always being added. Below is a summary of new water services added each month.

New Service Connections to the Water System					
Fiscal Year	2023/24	2022/23	2021/22	2020/21	2019/20
July	5	6	18	7	4
August	14	28	19	6	10
September	19	22	23	18	2
October	4	16	33	13	3
November	9	10	27	10	16
December	5	9	9	2	17
January	5	26	14	15	6
February	3	14	8	13	8
March	6	29	19	16	2
April	11	24	6	11	1
May		16	19	15	12
June		5	1	24	11
<b>Total</b>	<b>81</b>	<b>205</b>	<b>196</b>	<b>150</b>	<b>92</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 by month.

Monthly Water Production (AF)							
	FY 2023/24	Variance from Prior Year		FY 2022/23	FY 2021/22	FY 2020/21	FY 2019/20
		AF	%				
July	789.99	38.20	5.08	751.79	796.57	857.77	853.23
August	737.74	-112.45	-13.23	850.19	839.93	885.31	795.18
September	675.06	-40.97	-5.72	716.03	738.65	784.80	757.08
October	709.23	17.25	2.49	691.98	665.18	755.84	709.39
November	629.05	29.66	4.95	599.39	679.85	690.13	619.87
December	529.99	-24.28	-4.38	554.27	565.48	588.32	537.23
January	556.57	26.18	4.94	530.39	580.28	537.96	553.20
February	458.69	-31.72	-6.47	490.41	527.34	495.61	520.85
March	560.24	59.87	11.97	500.37	601.44	625.80	557.73
April	649.67	97.33	17.62	552.34	624.07	649.34	573.02
May				726.25	745.36	723.62	698.99
June				682.09	730.02	761.63	806.02
<b>Total</b>	<b>6,296.23</b>	<b>59.07</b>	<b>0.95</b>	<b>7,645.50</b>	<b>8,094.17</b>	<b>8,356.13</b>	<b>7,981.79</b>

Additional water production information is provided in Appendix B.

## Water Resources

Below is a list of water resources related activities for April 2024:

### **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.

The CVRWVG continued to discuss the Urban Water Use Efficiency and Conservation Regulations and Chromium-6 Regulations.

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

The 2022 Alternative Plan Update for the Mission Creek Subbasin is still with DWR for review, however, DWR doesn't anticipate completing reviews of alternative plans until sometime later in 2024.

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

The consultant, Provost & Pritchard, completed and submitted the final SGMA Annual Report for Water Year 2022-23 to DWR.

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

The 2022 Alternative Plan Update for the Indio Subbasin is still with the DWR for review, however, DWR doesn't anticipate completing reviews of alternative plans until sometime later in 2024.

### **Salt and Nutrient Management Planning**

Staff attended the monthly steering committee meeting to review the Task 2 Technical Memorandum (TM) Characterize Groundwater Quality and Task 3 TM – Delineate Draft Management Zones and Metrics to Characterize Beneficial Use Protection that is in progress. Staff anticipates receiving the draft Task 2 TM in May 2024 from the consultant, West Yost, for review by both the steering committee and technical advisory committee.





## PUBLIC AFFAIRS

### Past & Upcoming Sponsorships / Events

#### ACWA 2024 Legislative Symposium: April 10, 2024

MSWD's management team and board members attended ACWA's Spring Legislative Symposium, which focused on issues impacting water agencies across the State. The event focused on up-to-date information on critical water policy issues, including Conservation as a Way of Life and SGMA implementation.



#### Assemblyman Wallis Tour of the MSWD Regional Water Reclamation Facility: April 12, 2024



On May 12, 2024, MSWD hosted Assemblyman Greg Wallis for a tour of MSWD's new Nancy Wright Regional Water Reclamation Facility. Support from our elected officials has been instrumental in making this project possible. Together, we're advancing sustainable water solutions for our community.

#### Women's Club Spring BBQ Fundraiser: April 13, 2024

As part of our commitment to community engagement and support, MSWD proudly supported the Desert Hot Springs Women's Club Annual Spring BBQ Fundraiser. Proceeds from the event provide scholarships for Desert Hot Springs High School students, positively impacting our local community.



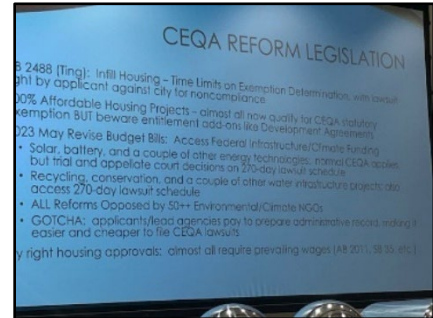
#### Coachella Valley Business Conference and Economic Forecast: April 18, 2024

Board members and staff attended Riverside County's Economic Forecast hosted by the Riverside County Board of Supervisors and the Riverside County Office of Economic Development. The event provided business professionals with valuable insights into current trends, the health of the region's economy, and the economic outlook for the Coachella Valley 12. Attendees had the opportunity to network, explore exhibitor booths, and gain knowledge about small business resources available locally.



**BIASC Coachella Valley Housing, Infrastructure, and CEQA Event: April 23, 2024**

The Public Affairs office and Board had the opportunity to engage in discussions related to housing, infrastructure, and the California Environmental Quality Act (CEQA) during an event hosted by the Building Industry Association of Southern California (BIASC). The event brought together industry leaders committed to creating a better future for California through community building, job creation, and housing opportunities.



**ACWA 2024 Spring Conference and Expo: May 7-9, 2024**

Hosted by the Association of California Water Agencies, the event brings together water industry professionals to learn, connect, and discuss critical issues affecting California's water community. Attendees can expect an all-inclusive format with enhanced networking opportunities, including keynote speakers, case-study presentations, and product demonstrations.



**MSWD Blood Drive: May 15, 2024**

Mission Springs Water District (MSWD) is partnering with LifeStream Blood Bank to host a blood drive on Wednesday, May 15, 2024, between 7:00am to 12:00 pm in the MSWD Boardroom. To sign up and save a life, click on the link here.



**CVCAN Event – Let's Cannabis Tourism: May 9, 2024**



The Coachella Valley Cannabis Alliance Network (CVCAN) is hosting an event called "Let's Talk Cannabis Tourism." This event is specifically designed for hotels, attractions, visitor information centers, event producers, hospitality frontline staff, and tourism businesses in the Coachella Valley.

**CSDA Special Districts Legislative Days: May 21-22, 2024**

Special Districts Legislative Days is an event that brings together various special districts in California to address shared public policy challenges. As the California State Legislature grapples with a projected \$38-58 billion budget deficit, and the California Supreme Court considers the constitutionality of an initiative that could disrupt state and local government functions, this gathering provides an opportunity for special districts to understand and influence policy decisions.

**Desert Hot Springs Rotary Big Heart Awards: May 23, 2024**

The 2024 Big Heart Awards are scheduled for Thursday, May 23, 2024, from 5:00 to 9:00pm PDT at the Miracle Springs Resort & Spa in Desert Hot Springs, California. This special in-person event celebrates individuals who have demonstrated exceptional kindness and compassion in the community. The proceeds from the awards will directly fund the Desert Hot Springs Rotary Club Youth Projects, supporting essential programs and opportunities for local youth. It's a heartwarming evening filled with gratitude and positivity!

**Water Talks with MSWD: May 29, 2024**

Water Talks with MSWD is a monthly event hosted by the Mission Springs Water District. During these talks, participants explore crucial water topics that shape the future of the valley and state. The May 29, 2024, session will focus on water quality and new State regulations that will impact MSWD operations.



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

**Youth Programs****Earth Day Celebration with Cabot's Museum and Desert Hot Springs High School REAL Academy**

In partnership with Cabot's Pueblo Museum and the Desert Hot Springs High School REAL Academy, Mission Springs Water District proudly unveiled a remarkable student-created 3D model of the watershed.

The event, held at Cabot's Pueblo Museum, attracted community members and local leaders to witness the unveiling ceremony and engage in discussions surrounding our community's water resources.

The centerpiece of the event was the unveiling of the innovative 3D model of the watershed, meticulously crafted by students from the Desert Hot Springs High School REAL Academy. The project represents a significant step towards raising awareness about water conservation in the desert region and fostering hands-on learning experiences for students.

The ceremony featured notable speakers, including Jeff Bowman, President of Cabot's Pueblo Museum Board of Directors; Scott Matas, Mayor of Desert Hot Springs; Ivan Sewell, President of Mission Springs Water District Board of Directors; John Gerardi, Trustee of Palm Springs Unified School District; and Casey Heiser, Instructor/Advisor at Desert Hot Springs High School REAL Academy. Desert Hot Springs High School students also shared their insights and experiences from the project.



The model is currently being displayed in the “water room” at Cabot's Pueblo Museum. The unveiling ceremony is also available for viewing on the MSWD Facebook page.

**Desert Hot Springs High School READ Academy Internship: April 30-May 25, 2024**



Earlier this month, MSWD welcomed two new Desert Hot Springs High School interns through a partnership with the Desert Hot Springs High School REAL Academy! First up, Kaleb and Gabriel met with Chad Finch, our Water Production Supervisor, who showed them the fascinating world of our water system and how we move water from the ground to your homes. Next, they took a tour of our facilities with General Manager Macy before starting rotations in our Engineering and Public Affairs Departments.

**Project WET Teacher Training**

MSWD is proud to partner with Coachella Valley Water District to offer Project WET professional development workshops for local educators. Project WET workshops guide educators through an engaging, firsthand experience that prepares them to implement Project WET activities in their classroom or learning space with ease. Participants will leave with their own copy of the updated Foundations of Water Education Guide. FREE and open to all educators, this year's training will be held on Thursday, June 27, 2024, from 8:30 am to 2:30 pm at 75515 Hovley Lane East, Palm Desert, CA 92211.



## Public & Media Outreach

### Customer Survey

MSWD is excited to announce the launch of a customer survey aimed at redesigning the monthly water bill experience. This initiative underscores our commitment to delivering exceptional service and engaging our valued community in shaping the future of our utility statements.

Starting April 25, 2024, customers of MSWD are invited to participate in this survey, which will run through Friday, May 24, 2024. The survey seeks to gather feedback from customers regarding their preferences, and suggestions for improving the current water statement format. By sharing insights, customers can play a vital role in driving positive change and enhancing the overall customer experience.



The survey covers a wide range of topics, including:

- Clarity and readability of the current statement
- Understanding of charges and billing information
- The importance of graphs and visual representations of water use
- Request of feedback of what additional features or information customers would like to see on their statements to improve usefulness

Participation in the survey is simple and convenient. Residents can access the survey online through the MSWD website, the Customer Connect portal, or through the provided link in email communications. English and Spanish paper copies of the survey are also available upon request for those who prefer traditional methods. For more information, visit [www.mswd.org/survey](http://www.mswd.org/survey).

### Customer Newsletter

Our April 2024 Water Matters newsletter features information about our new rebate offerings.

A copy of the newsletter is included in Appendix D.



## Legislative Update

### **Federal: Fiscal Year 2025 Appropriations Update**

Earlier this month, House Republican leadership announced that Rep. Tom Cole (R-OK) would be taking over as the new Chair of the Appropriations Committee. The previous Committee Chair Kay Granger (R-TX) announced last month her intent to step down from the leadership position effective immediately. With the appointment of the new Chair, the House Appropriations Committee has been in the process of putting together guidance from Members on the Fiscal Year (FY) 2025 appropriations process. The Committee has shared information with Members regarding programmatic and language requests and guidance related to community project requests. Over in the Senate, the Senate Appropriations Committee provided deadlines to Senators for community project request submissions, which are due to the respective subcommittees the second week of May 2024. Additional information is available in Appendix C.

### **Federal: EPA Releases PFAS National Primary Drinking Water Regulation**

The Environmental Protection Agency (EPA) released its final PFAS National Primary Drinking Water Regulation. This National Primary Drinking Water Regulation establishes the following legally enforceable Maximum Contaminant Levels (MCLs) for six per- and polyfluoroalkyl substances (PFAS) in drinking water. Additional information is available in Appendix C.

### **California: State Water Board Adopts Rulemaking for Chromium-6 MCL**

The State Water Resources Control Board last month adopted a new Maximum Contaminant Level (MCL) of 10 parts per billion (ppb) for Hexavalent Chromium (Chromium-6) in drinking water.

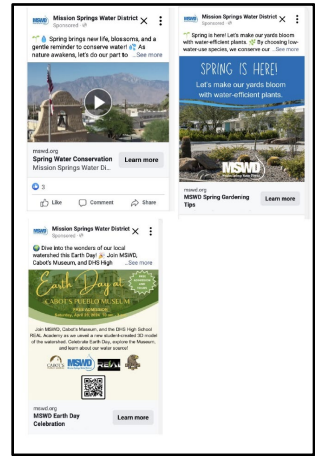
The regulation applies to all water suppliers, including small public water systems (PWS). Prior to taking effect, the regulation must first be approved by the Office of Administrative Law. Once approved, it is expected that the regulation will take effect by October 2024. Water suppliers will be required to comply with the regulation in accordance with the following specified timelines. PWS with 10,000 or more connections will be required to comply within two years after the MCL takes effect.

### **California: Climate Resilience Board**

The California Legislature is currently considering placing a general obligation bond measure on the November 2024 ballot to fund investments that will support California's climate resilience. ACWA is advocating in support of a climate resilience bond measure that includes significant funding for water infrastructure. Specifically, ACWA is advocating for a \$7.85 billion investment in water infrastructure that focuses on a number of critical water issues including, dam safety, recycled water, safe drinking water, groundwater recharge and storage, flood protection, conveyance, regional watershed resilience, storage, State Water Project improvements, and water conservation. For a factsheet on the proposed bond, please see Appendix D.

## MSWD Digital Advertising

The District featured three Google and Facebook/Instagram ads promoting various MSWD programs. The Google campaign garnered almost 276,000 impressions and 2,130 link clicks. Our Facebook ads garnered more than 154,000 impressions and 613 link clicks.



A full report is included in Appendix D.

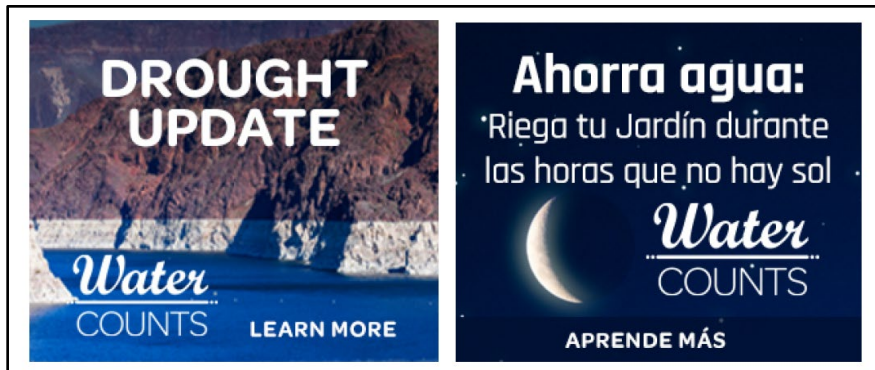
## Social Media

A copy of the April 2024 social media report can be found in Appendix D. This report highlights activities and posts on the District's social media platforms. Some of our most engaging posts included the live recording of the Earth Day Event, a Worker Wed post, and the Assemblyman Greg Wallis tour.

3 Most Engaging Posts	3 Highest Reach Posts	3 Most Shared Posts
<p><b>ASM Wallis Tour</b>   Grateful to Assemblyman Greg Wallis for visiting and t... 18.4%</p>	<p><b>REAL Academy Interns</b>   MSWD welcomed two new Desert Hot Springs High School int... 726</p>	<p><b>News Release: Enhanced Rebates</b>   News Release: MSWD Announces Enhanced Rebate Offerings P... 3</p>
<p><b>Worker Wed - tight space Crew!</b>   Shout Out to Our Amazing C&amp;M Crew! To all the dedic... 15.84%</p>	<p><b>News Release: Enhanced Rebates</b>   News Release: MSWD Announces Enhanced Rebate Offerings P... 247</p>	<p><b>Earth Day Event</b>   Mark your calendars and join MSWD, Cabot's Pueblo Muse... 2</p>
<p><b>Earth day event!</b>   14.86%</p>	<p><b>Earth Day Event</b>   Mark your calendars and join MSWD, 215 Cabot's Pueblo Muse... 2</p>	<p><b>REAL Academy Interns</b>   MSWD welcomed two new Desert Hot Springs High School int... 2</p>

## CV Water Counts

In April 2024, CV Water Counts maintained robust Google Ads campaigns, amassing more than 447,000 impressions across display, search, social, and video formats, while the website witnessed steady traffic and engagement, with 3,791 users viewing more than 7,000 pages. Meanwhile, the e-Newsletter continues to perform extremely well, with an open rate of nearly 60% in April 2024.



## Rebates & Conservation

The Public Affairs team continued to promote rebates and conservation throughout our service territory during April 2024.

### Toilet Rebates

The District funded one toilet rebate application in April 2024 totaling \$100.

### Turf Rebates

The District received one new turf rebate application in April 2024, pending payment totaling \$1,859.58. Also, there is still one pending application totaling \$3,000.

### Conservation Kits

The District did not receive any requests for conservation kits in April 2024.

### Bottled Water Tracking Report

Date Supplied	Requested By	Event or Purpose	Cases Requested
04/03/2024	Mission Lakes CC Women's Golf Assn.	Invitational Golf Tournament	5
04/06/2024	Food Now	Chile Cookoff Fundraiser	5
04/11/2024	Mission Lakes CC	Spring Team Golf Tournament	3
04/17/2024	DHS High School	REAL Academy Event	5
04/18/2024	Friends of the Library	Author Series	6
04/22/2024	Desert Physicians Medical Group	Community Sports Physicals for Local High Schools	5
04/27/2024	Elks Lodge	Charity Golf Tournament	4
<b>Total</b>			<b>33</b>





# APPENDIX A – Finance & Accounting Information

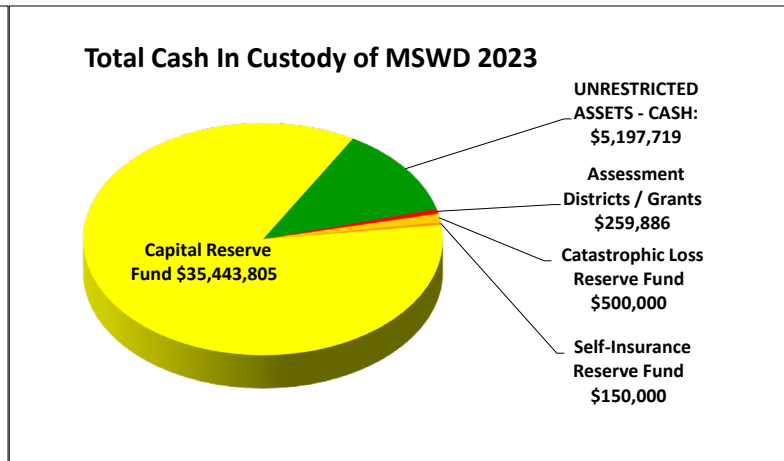
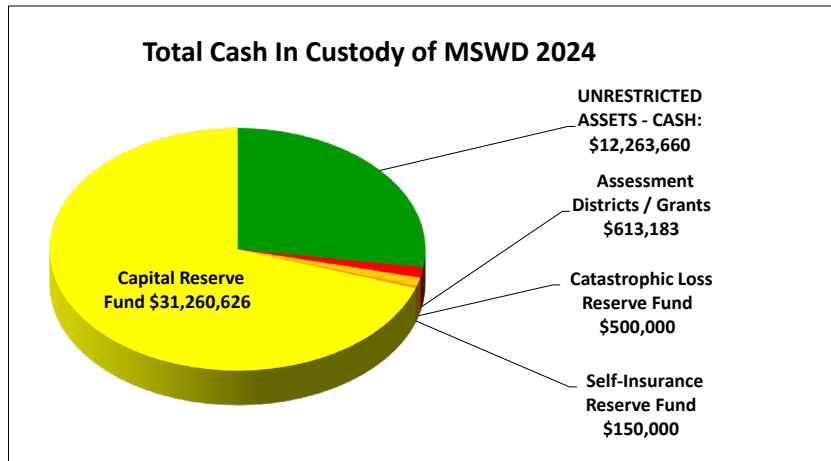
MISSION SPRINGS WATER DISTRICT  
COMBINED FUNDS  
DISTRICT SUMMARY  
JULY 1, 2023 TO MARCH 31, 2024

Item 19.

YEAR TO DATE				JULY 1, 2022 TO MARCH 31, 2023				
ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)	ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE)	FAVORABLE (UNFAVORABLE)	
		VARIANCE AMOUNT	VARIANCE PERCENT			VARIANCE AMOUNT	VARIANCE PERCENT	
16,499,671	15,950,691	548,980	3%	15,655,523	15,989,818	(334,295)	-2%	
16,124,857	16,786,198	661,341	4%	12,042,508	12,747,628	705,120	6%	
<u>374,815</u>	<u>(835,507)</u>	<u>1,210,322</u>	145%	<u>3,613,015</u>	<u>3,242,190</u>	<u>370,825</u>	11%	
				<b>OPERATING REVENUE:</b>				
7,014,977	6,539,598	475,379	7%	2,978,557	2,742,806	235,751	9%	
733,454	797,913	64,459	8%	490,262	1,198,542	708,280	59%	
<u>6,281,523</u>	<u>5,741,685</u>	<u>539,838</u>	9%	<u>2,488,294</u>	<u>1,544,264</u>	<u>944,030</u>	61%	
				<b>ADD NON-OPERATING REVENUE</b>				
				<b>LESS NON-OPERATING EXPENSE</b>				
<u>6,656,338</u>	<u>4,906,178</u>	<u>1,750,160</u>	36%	<u>6,101,309</u>	<u>4,786,454</u>	<u>1,314,855</u>	27%	
				<b>NET OPERATING INCOME</b>				
				<b>NET NON-OPERATING INCOME</b>				
				<b>NET INCOME</b>				

OTHER INFORMATION

	5.91	<b>DEBT SERVICE RATIO</b>	8.79
	1.03%	<b>INVESTMENT RETURN</b>	0.27%
<b>EARNED \$</b>	32,638	<b>WELLS FARGO LOAN INTEREST</b>	\$ 53,200 PAID
	\$ 42,784,058	<b>CASH - JULY 1</b>	\$ 47,763,075
	\$ 2,003,411	<b>INCREASE/(DECREASE) IN CASH</b>	\$ (6,211,665)
	<u>\$ 44,787,469</u>	<b>CASH - END OF PERIOD</b>	<u>\$ 41,551,410</u>
<b>WELLS FARGO \$</b>	12,263,660	<b>UNRESTRICTED CASH</b>	\$ 5,197,719
<b>WELLS FARGO \$</b>	595,222	<b>RESTRICTED - ASSESSMENT DISTRICTS</b>	\$ 714,266
<b>CALTRUST \$</b>	6,925,222	<b>RESTRICTED - SHORT TERM FUND</b>	\$ 11,535,433
<b>CALTRUST \$</b>	22,240,930	<b>RESTRICTED - MEDIUM TERM FUND</b>	\$ 21,484,500
<b>CALTRUST \$</b>	2,762,435	<b>RESTRICTED - LIQUIDITY FUND</b>	\$ 2,619,491
	<u>\$ 44,787,469</u>	<b>RESTRICTED TOTAL CASH</b>	<u>\$ 41,551,410</u>



MISSION SPRINGS WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS - ONGOING  
MARCH 31, 2024

JOBNO	PROJECT TITLE	BEG BAL	YEAR TO DATE	2024	FY 2024 BUDGET	TOTAL	ADOPTED	BALANCE	DEPARTMENT
		07-01-2023	03-31-24	BUDGET	TO ACTUAL	COST	BUDGET	OF BUDGET	RESPONSIBLE
11147	WELL #42 (NEAR TO EXISTING WELL # 22)	2,414,627.28	509,308.67	2,210,777.00	1,701,468.33	2,923,935.95	4,739,000.00	1,815,064.05	ENGINEERING
11424	REGIONAL WASTEWATER TREATMENT PLANT	35,733,398.82	14,132,335.15	20,001,215.00	5,868,879.85	49,865,733.97	51,000,000.00	1,134,266.03	ENGINEERING
11425	AREA M-2 (AD #15)	634,711.19	60,941.93	10,819,868.00	10,758,926.07	695,653.12	11,450,000.00	10,754,346.88	ENGINEERING
11426	CONVEYANCE LINE FROM LS TO RWWTP	1,886,431.81	4,035,927.01	7,257,876.00	3,221,948.99	5,922,358.82	8,300,000.00	2,377,641.18	ENGINEERING
11451	CHROMIUM 6 COMPLIANCE STUDY	14,489.48	4,150.00	185,511.00	181,361.00	18,639.48	200,000.00	181,360.52	ENGINEERING
11456	HWWTP INFL. PUMP STATION ODOR CONTROL	647,827.69	142.15	82,745.00	82,602.85	647,969.84	730,000.00	82,030.16	ENGINEERING
11566	DESIGN & ENGINEERING AREAS H & I	332,182.49	4,138.08	129,775.00	125,636.92	336,320.57	460,000.00	123,679.43	ENGINEERING
11602	ELECTRICAL PANEL/MOTOR REHAB (3 SITES)	699,854.57	418.06	0.00	-418.06	700,272.63	741,404.00	41,131.37	PRODUCTION
11610	VISTA RESERVOIR NO. 2	125,979.40	1,048.21	849,448.00	848,399.79	127,027.61	975,427.00	848,399.39	ENGINEERING
11611	WELL REHABILITATION PROGRAM - WELL 22	315,712.46	287,071.82	1,328,219.00	1,041,147.18	602,784.28	1,560,000.00	957,215.72	PRODUCTION
11618	DESIGN & ENGINEERING FOR AREAS A & G	526,554.15	44,316.74	1,099,118.00	1,054,801.26	570,870.89	1,600,000.00	1,029,129.11	ENGINEERING
11621	ADMIN BUILDING	1,523,556.61	67,017.61	16,802,667.00	16,735,649.39	1,590,574.22	33,300,000.00	31,709,425.78	ADMINISTRATION
11657	SEWER SYSTEM COLLECTIONS	560,651.81	214.27	192,873.00	192,658.73	560,866.08	750,000.00	189,133.92	ENGINEERING
11666	EMERGENCY BACKUP GENERATOR WELL 27/31	18,098.29	3,761.27	395,166.00	391,404.73	21,859.56	411,002.00	389,142.44	ENGINEERING
11667	EMERGENCY BACKUP GENERATOR WELL 32	18,008.94	3,758.06	284,230.00	280,471.94	21,767.00	300,331.00	278,564.00	ENGINEERING
11668	EMERGENCY BACKUP GENERATOR WELL 37	18,043.56	3,760.00	284,200.00	280,440.00	21,803.56	300,331.00	278,527.44	ENGINEERING
11716	PORTABLE BOOSTER/TRANSFER PUMP	0.00	148,226.35	180,000.00	31,773.65	148,226.35	180,000.00	31,773.65	PRODUCTION
11717	TRAILER MOUNTED PORTABLE GENERATORS	0.00	484,370.74	537,375.00	53,004.26	484,370.74	537,375.00	53,004.26	CONSTRUCTION & MAINT.
11741	35C WELL REHABILITATION	14,226.50	5,004.91	2,685,773.00	2,680,768.09	19,231.41	2,700,000.00	2,680,768.59	ENGINEERING
11742	34C WELL REHABILITATION	13,269.15	319,173.66	464,997.00	145,823.34	332,442.81	475,000.00	142,557.19	ENGINEERING
11743	INSTALL 18-INCH INTERTIE LINE	685.19	2,489.58	1,100,000.00	1,097,510.42	3,174.77	1,100,000.00	1,096,825.23	ENGINEERING
11769	19TH-20TH AVES & LITTLE MORONGO ROADWAY PROJECT	44,736.64	55,831.36	286,768.00	230,936.64	100,568.00	309,000.00	208,432.00	ENGINEERING
11790	2024 - NEW METERS 3/4" - 2"	0.00	226,335.46	350,000.00	123,664.54	226,335.46	350,000.00	123,664.54	FIELD SERVICES
TOTAL		45,543,046.03	20,399,741.09	67,528,601.00	47,128,859.91	65,942,787.12	122,468,870.00	56,526,082.88	
23 records									

MISSION SPRINGS WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS - NOT STARTED  
MARCH 31, 2024

JOBNO	PROJECT TITLE	BEG BAL 07-01-2023	YEAR TO DATE 03-31-24	2024 BUDGET	FY 2024 BUDGET TO ACTUAL	TOTAL COST	ADOPTED BUDGET	BALANCE OF BUDGET	DEPARTMENT RESPONSIBLE
11460	WELL 29 CHROMIUM 6 TREATMENT DESIGN	0.00	0.00	200,000.00	200,000.00	0.00	200,000.00	200,000.00	ENGINEERING
11719	RESERVOIR REHAB PROGRAM DESIGN - 2022 FY	0.00	0.00	120,000.00	120,000.00	0.00	120,000.00	120,000.00	PRODUCTION
11737	PIERSON BLVD SLURRY SEAL PROJECT	0.00	0.00	183,000.00	183,000.00	0.00	183,000.00	183,000.00	ENGINEERING
11738	RIVERSIDE CTY MOUNTAIN VIEW RESURFACING PROJ	0.00	0.00	33,000.00	33,000.00	0.00	33,000.00	33,000.00	ENGINEERING
11787	JOHN DEERE 3032E COMPACT UTILITY TRAILER	0.00	0.00	32,000.00	32,000.00	0.00	32,000.00	32,000.00	WASTEWATER
11788	MUFFIN MONSTER 6" INLINE GRINDER	0.00	0.00	15,100.00	15,100.00	0.00	17,100.00	17,100.00	WASTEWATER
11789	WACHS ERV-750 VALVE MACHINE	0.00	0.00	42,000.00	42,000.00	0.00	42,000.00	42,000.00	CONSTRUCTION & MAINT.
11791	ERP SYSTEM REPLACEMENTS	0.00	0.00	1,710,000.00	1,710,000.00	0.00	1,710,000.00	1,710,000.00	INNOVATION & TECHNOLOGY
11809	13TH AVE DAMAGE: TSTORM HILARY	0.00	4,704.24	70,000.00	65,295.76	4,704.24	100,000.00	95,295.76	ENGINEERING
11810	THOMAS DR DAMAGE: TSTORM HILARY	0.00	5,742.28	75,000.00	69,257.72	5,742.28	105,000.00	99,257.72	ENGINEERING
11811	INDIAN CANYON DAMAGE: TSTORM HILARY	0.00	16,066.24	230,000.00	213,933.76	16,066.24	230,000.00	213,933.76	ENGINEERING
11812	LITTLE MORONGO DAMAGE: TSTORM HILARY	0.00	0.00	30,000.00	30,000.00	0.00	30,000.00	30,000.00	ENGINEERING
11813	MISSION LAKES DAMAGE: TSTORM HILARY	0.00	8,600.35	150,000.00	141,399.65	8,600.35	650,000.00	641,399.65	ENGINEERING
TOTAL		0.00	35,113.11	2,890,100.00	2,854,986.89	35,113.11	3,452,100.00	3,416,986.89	
13 records									



COMPLETED

**MISSION SPRINGS WATER DISTRICT  
CAPITAL IMPROVEMENT PROJECTS - COMPLETED  
MARCH 31, 2024**

Item 19.

JOBNO	PROJECT TITLE	BEG BAL	YEAR TO DATE	2024	FY 2024 BUDGET	TOTAL	ADOPTED	BALANCE	DEPARTMENT
		07-01-2023	03-31-24	BUDGET	TO ACTUAL	COST	BUDGET	OF BUDGET	RESPONSIBLE
10371	SEWER LINE ENCASEMENT I-10 CROSSING @ INDIAN	251,972.22	0.00	0.00	0.00	251,972.22	251,972.00	-0.22	ENGINEERING
10693	WELL SITE-WORSLEY RD NORTH-27 ACRES	39,326.00	0.00	0.00	0.00	39,326.00	39,326.00	0.00	ENGINEERING
10702	WELL SITE WORSLEY-ENV/ENG	2,404.50	0.00	0.00	0.00	2,404.50	2,405.00	0.50	ENGINEERING
10969	PRELIM DESIGN/ENG HORTON WWTP EXP# 5	171,702.93	0.00	0.00	0.00	171,702.93	171,703.00	0.07	ENGINEERING
11032	FINAL DESIGN HORTON WWTP EXP #5	940,340.32	0.00	0.00	0.00	940,340.32	940,340.00	-0.32	ENGINEERING
11076	WELL #38 DESIGN & ENVIRONMENTAL	366,443.48	0.00	0.00	0.00	366,443.48	375,000.00	8,556.52	ENGINEERING
11088	EIR HORTON WWTP EXPANSION #5	71,415.62	0.00	0.00	0.00	71,415.62	71,416.00	0.38	ENGINEERING
11392	WELL & BOOSTER SCADA ENHANCEMENT	29,207.20	0.00	0.00	0.00	29,207.20	30,000.00	792.80	PRODUCTION
TOTAL		1,872,812.27	0.00	0.00	0.00	1,872,812.27	1,882,162.00	9,349.73	
8 records									

**APPENDIX B – Wastewater & Water Production Tables**

### WASTEWATER REPORT

SEWER CONNECTION SUMMARY													
	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12
July	4	4	18	8	7	9	51	2	1	139	2	0	0
August	12	26	20	4	1	8	53	2	4	214	4	0	2
September	17	20	20	5	2	12	8	11	2	90	2	1	0
October	3	13	36	9	4	8	12	4	21	65	8	2	1
November	7	8	29	50	10	9	7	7	1	52	18	7	3
December	21	8	12	9	3	3	64	1	0	86	22	11	2
January	2	35	14	21	7	1	16	8	3	27	3	11	1
February	1	4	7	23	5	1	42	0	3	5	46	6	1
March	1	24	17	48	1	0	23	5	0	31	16	2	1
April	7	16	7	18	3	3	15	30	0	8	95	14	3
May		9	16	17	11	3	20	45	7	13	98	3	2
June		4	2	21	7	3	6	70	4	4	72	2	0
<b>Annual</b>	<b>75</b>	<b>171</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, 2023                    8,836  
 Plus YTD                                        75  
**Total Sewer Connections =            8,911**

WASTEWATER FLOW MGD				
2023/24	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.922043	2.149212	0.050983	0.071200
August	1.929369	2.592078	0.047453	0.067540
September	2.037218	2.182773	0.046081	0.055570
October	2.050049	2.173503	0.040804	0.051000
November	2.065661	2.265582	0.046158	0.059550
December	2.037725	2.208722	0.045566	0.057730
January	2.014687	2.152567	0.045226	0.049620
February	1.999080	2.184408	0.047016	0.053920
March	2.075331	2.301861	0.047050	0.054740
April	2.059142	2.222371	0.040275	0.047630
May				
June				

WASTEWATER FLOW MGD				
2022/23	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.980020	2.086591	0.038856	0.045610
August	2.007484	2.156507	0.043378	0.051750
September	2.085598	2.243680	0.042339	0.047130
October	1.980283	2.266199	0.045616	0.052230
November	1.966075	2.124845	0.045861	0.050330
December	1.963779	2.145901	0.041817	0.050300
January	1.954007	2.142796	0.043181	0.048220
February	1.917610	2.093768	0.041724	0.056170
March	1.977725	2.134190	0.042863	0.047530
April	2.047194	2.217048	0.037373	0.047160
May	1.977976	2.188987	0.040162	0.059330
June	1.938862	2.058816	0.049741	0.067470



### WATER REPORT

WATER CONNECTION SUMMARY													
	2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12
July	5	6	18	7	4	5	7	2	0	0	1	0	0
August	14	28	19	6	10	5	3	2	2	0	1	0	0
September	19	22	23	18	2	14	4	13	3	0	2	2	0
October	4	16	33	13	3	21	8	3	20	0	5	1	1
November	9	10	27	10	16	4	0	7	3	0	1	0	1
December	5	9	9	2	17	3	3	2	0	0	2	0	0
January	5	26	14	15	6	3	20	1	1	2	2	0	0
February	3	14	8	13	8	5	11	1	0	1	0	1	0
March	6	29	19	16	2	3	6	5	0	12	0	0	4
April	11	24	6	11	1	3	7	11	2	7	0	1	4
May		16	19	15	12	5	11	9	8	2	0	1	2
June		5	1	24	11	2	8	2	10	1	0	0	0
<b>Annual</b>	<b>81</b>	<b>205</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>Avg./ Mo.</b>	<b>6.75</b>	<b>17.08</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>

**Connections to Water System:**  
 As of June 30, 2023      13,542  
 Plus YTD                      81  
**Total Water Connections =      13,623**

WATER PRODUCTION SUMMARY													
	FY 2023/24	Variance from prior year		FY 2022/23	FY 2021/22	FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16	FY 2014/15	FY 2013/14
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	789.99	38.20	5.08%	751.79	796.57	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82
August	737.74	-112.45	-13.23%	850.19	839.93	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60
September	675.06	-40.97	-5.72%	716.03	738.65	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20
October	709.23	17.25	2.49%	691.98	665.18	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09
November	629.05	29.66	4.95%	599.39	679.85	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05
December	529.99	-24.28	-4.38%	554.27	565.48	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09
January	556.57	26.18	4.94%	530.39	580.28	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86
February	458.69	-31.72	-6.47%	490.41	527.34	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87
March	560.24	59.87	11.97%	500.37	601.44	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89
April	649.67	97.33	17.62%	552.34	624.07	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05
May		-	0.00%	726.25	745.36	723.62	698.99	598.36	697.15	731.81	601.83	590.28	708.18
June		-	0.00%	682.09	730.02	761.63	806.02	710.39	688.74	732.68	685.93	706.34	812.96
<b>TOTAL</b>	<b>6,296.23</b>	<b>59.07</b>	<b>0.95%</b>	<b>7,645.50</b>	<b>8,094.17</b>	<b>8,356.13</b>	<b>7,981.79</b>	<b>7,617.30</b>	<b>8,017.06</b>	<b>7,476.47</b>	<b>6,903.75</b>	<b>7,798.69</b>	<b>8,385.66</b>

**APPENDIX C – Federal Update from Carpi & Clay**



# Mission Springs Water District Federal Update

May 1, 2024

## FY25 Appropriations Update

Earlier this month, House Republican leadership announced that Rep. Tom Cole (R-OK) would be taking over as the new Chair of the Appropriations Committee. The previous Committee Chair Kay Granger (R-TX) announced last month her intent to step down from the leadership position effective immediately. With the appointment of the new Chair, the House Appropriations Committee has been in the process of putting together guidance from Members on the Fiscal Year (FY) 2025 appropriations process. The Committee has shared information with Members regarding programmatic and language requests and guidance related to community project requests. Over in the Senate, the Senate Appropriations Committee provided deadlines to Senators for community project request submissions, which are due to the respective subcommittees the second week of May.

## EPA Releases PFAS National Primary Drinking Water Regulation

The Environmental Protection Agency (EPA) released its final [PFAS National Primary Drinking Water Regulation](#). This National Primary Drinking Water Regulation establishes the following legally enforceable Maximum Contaminant Levels (MCLs) for six per- and polyfluoroalkyl substances (PFAS) in drinking water:

Compound	Final MCLG	Final MCL (enforceable levels)
PFOA	Zero	4.0 parts per trillion (ppt) (also expressed as ng/L)
PFOS	Zero	4.0 ppt
PFHxS	10 ppt	10 ppt
PFNA	10 ppt	10 ppt
HFPO-DA (commonly known as GenX Chemicals)	10 ppt	10 ppt
Mixtures containing two or more of PFHxS, PFNA, HFPO-DA, and PFBS	1 (unitless) Hazard Index	1 (unitless) Hazard Index

The final rule is effective on June 25<sup>th</sup>.

## EPA Issues Final PFOA and PFOS CERCLA Rule

EPA released a [final rule](#) to designate perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS) as hazardous substances under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The rule addresses PFOA and PFOS contamination by enabling investigations and cleanup of the chemicals and will ensure that leaks, spills, and other releases are reported. The final rule is effective 60 days following publication in the *Federal Register*.

## Legislative Activity

**PFAS Passive Receiver Companion Bill Introduced in the House.** Reps. John Curtis (R-UT) and Marie Gluesenkamp Perez (D-WA) introduced the *Water Systems PFAS Liability Protection Act* ([H.R. 7499](#)). This bill would create a CERCLA liability exemption for PFAS releases from water and wastewater systems. This is a companion bill to Sen. Lummis' PFAS passive receivers bill in the Senate ([S. 1430](#)). The House bill was referred to the Committees on Energy and Commerce and Transportation for consideration, and the Senate bill was referred to the Committee on Environment and Public Works.

**House and Senate Bills Introduced to Address WIFIA Cost Shares.** Sen. Alex Padilla (D-CA) and Rep. Scott Peters (D-CA) introduced the *Drought Relief Obtained Using Government Help Today (DROUGHT)* ([H.R. 8030/S. 4134](#)). Currently, projects receiving assistance from the Water Infrastructure Finance and Innovation Act (WIFIA) Program cannot accept assistance from the federal government for more than 80 percent of project costs. The *DROUGHT Act* would raise the limit from 80 percent to 90 percent for projects in areas experiencing extreme drought or serving historically disadvantaged communities. The House bill was referred to the Committees on Energy and Commerce and Transportation for consideration, and the Senate bill was referred to the Committee on Environment and Public Works.

**LIHWAP Reauthorization Bill Introduced in the House.** A bipartisan group of House Members led by Rep. Eric Sorensen (D-IL) introduced the *Low-Income Household Water Assistance Program (LIHWAP) Establishment Act* ([H.R. 8032](#)). This bill is the companion bill to the Senate version that was introduced by Sen. Padilla ([S. 3830](#)), which would reauthorize the LIHWAP program. LIHWAP funds subsidies to utilities to assist low-income households with paying for clean water and wastewater services. The House bill was referred to the Committees on Energy and Commerce and Transportation for consideration, and the Senate bill was referred to the Committee on Health, Education, Labor, and Pensions for consideration.

**House and Senate Bills Introduced to Create Drought Resilient Infrastructure Program.** Sen. Mark Kelly (D-AZ) and Rep. Greg Stanton (R-AZ) introduced the *Drought Resilient Infrastructure Program* ([H.R. 8079/S. 4172](#)). The legislation would:

- Enable the Army Corps of Engineers (Corps) to prioritize water conservation or storage efforts at Corps facilities,

- Directs the Corps to prioritize these conservation efforts above other Corps missions (like flood control or combating invasive species) during times of drought, and
- Provides new Corps infrastructure programs to help states, counties, cities, tribes, and other water users construct projects that respond to or prevent worsening drought conditions.

The House bill was referred to the Committee on Transportation and Infrastructure, and the Senate bill was referred to the Committee on Environment and Public Works for consideration.

**House Democrats Introduce Bill to Reauthorize Large-Scale Water Recycling Program.** Reps. Grace Napolitano (D-CA), Jared Huffman (D-CA), Susie Lee (D-NV), and Raúl Grijalva (D-AZ) introduced the *Large-Scale Water Recycling and Investment Act of 2024* ([H.R. 7990](#)). The legislation would provide an additional \$550 million to the previously authorized \$450 million for new water recycling projects led by state, tribal, or local water authorities. The legislation would require that projects cost at least \$1 billion, double the current project threshold of \$500 million. The bill was referred to the Committee on Natural Resources for consideration.

**California Representatives Introduce Bill to Remove Nitrate and Arsenic from Drinking Water.** Reps. Norma Torres (D-CA) and David Valadao (R-CA) introduced the *Remove Nitrate and Arsenic in Drinking Water Act* ([H.R. 7916](#)). The bill would amend the Safe Drinking Water Act to establish an annual \$15 million grant program for reducing nitrate and arsenic concentrations in drinking water supplies. The bill would also direct EPA to consider the needs of low-income and disadvantaged populations impacted by drinking water contamination. The bill was referred to the House Committee on Energy and Commerce for consideration.

## Federal Funding Opportunities & Announcements

**EPA Publishes Clean Heavy-Duty Vehicles Grants NOFO.** EPA published a [NOFO](#) for the availability of \$932 million for the Clean Heavy-Duty Vehicles grant program. The grants will fund project that replace existing non-zero-emission heavy-duty vehicles with zero-emission vehicles, support zero-emission vehicle infrastructure, and to train and develop workers. At least \$400 million will be used to fund projects serving communities located in an area in nonattainment with the National Ambient Air Quality Standards. The EPA will offer funding to eligible recipients to replace existing non-zero-emission Class 6 and 7 heavy-duty vehicles with eligible Class 6 and 7 zero-emission vehicles. To support zero-emission vehicle adoption and deployment, funding may also be used for:

- zero-emission vehicle refueling infrastructure;
- workforce development and training; and
- project implementation costs.
- 

Applications are due by July 25<sup>th</sup>.

**Reclamation Announces Water Management and Forecasting Grants.** The Bureau of Reclamation (Reclamation) [announced](#) \$13.3 million in grants for 51 applied science projects in 12 states through the WaterSMART Program. The funding will support development of modeling and forecasting tools, hydrological data platforms, and new data sets to inform water resource management.

**Reclamation Announces WaterSMART Grants.** Reclamation announced \$11.1 million in awards for 34 projects in 11 states and Guam through the WaterSMART program. The grants were awarded through two categories: [Project Design](#) and [Water Strategy](#) grants. Project Design grants support efficient and sustainable water project design, and Water Strategy grants provide financial assistance for water supply, water management, marketing, and river restoration projects.

## Federal Agency Personnel & Regulatory Announcements

**CISA Releases CIRCIA Reporting Requirements NPRM.** The Cybersecurity and Infrastructure Security Agency (CISA) released a [notice of proposed rulemaking](#) (NPRM) for Cyber Incident Reporting for Critical Infrastructure Act (CIRCIA) Reporting Requirements. CISA is requesting comments on timeframes for covered entities to report cyber incidents, ransom payments made in response to a ransomware attack, and any substantial new or different information discovered related to a previously submitted report. Comments are due June 3<sup>rd</sup>.

**EPA Releases Final Rule on CWA Analysis of Effluent.** EPA released a [final rule](#) titled “Clean Water Act (CWA) Methods Update Rule for the Analysis of Effluent.” This rule updates test procedures under the CWA used by industry and municipalities when analyzing the chemical, physical, and biological composition of wastewater through the National Pollutant Discharge Elimination System permit program. The rule is effective on June 17<sup>th</sup>.

**EPA Releases Updated Interim Guidance on PFAS Disposal.** EPA released an [update](#) to its “Interim Guidance on the Destruction and Disposal of Perfluoroalkyl and Polyfluoroalkyl Substances and Materials Containing Perfluoroalkyl and Polyfluoroalkyl Substances.” The updated guidance provides information that managers of PFAS waste can use to evaluate the most appropriate destruction, disposal, or storage method among those currently available. The guidance also recommends that decision-makers prioritize the use of technologies with the lowest potential for environmental release.

**EPA Releases GHG Standards for Heavy-Duty Vehicles Final Rule.** EPA released a [final rule](#) titled “Greenhouse Gas Emissions Standards for Heavy-Duty Vehicles – Phase 3.” The new standards will phase in starting with model year 2027 vehicles and will apply to all model years beginning 2032. The rule is effective on June 21<sup>st</sup>.

**EPA Releases New Water Reuse and Natural-based Solutions Webpage.** EPA released a [new website](#) called the Water Reuse and Nature-based Solutions Webpage.

The webpage identifies the multiple benefits of nature-based solutions and water reuse project examples.

**EPA Releases WRAP Annual Progress Update.** EPA [released](#) the “Water Reuse Action Plan (WRAP) Annual Progress Update.” The WRAP collaborative began four years ago and supports potable and non-potable water reuse nationwide.

**EPA Announces EJ Online Clearinghouse.** EPA announced the [Environmental Justice Clearinghouse](#), an online collection of environmental justice (EJ) resources. EPA is [accepting feedback](#) and the Clearinghouse will be updated on a rolling basis.

**EPA Launches Permit Transparency Website.** EPA launched a [new website](#) focused on providing transparency in the environmental permitting process. The new website provides centralized information about EPA permitting programs, public facing reports and resources, Fixing America’s Surface Transportation Act Title 41 (FAST-41) information, and Inflation Reduction Act funding information related to streamlining the permitting process.

**FWS and NMFS Release ESA Final Rule.** The Fish and Wildlife Service (FWS) and National Marine Fisheries Service (NMFS) released a [final rule](#) related to enforcement of the Endangered Species Act (ESA). The rule clarifies, interprets, and implements provisions of the ESA related to interagency cooperation. The rule is effective on May 6<sup>th</sup>.

**NOAA Announces HeatRisk Tool.** NOAA announced a new map-based tool called [HeatRisk](#) to forecast the risk of heat-related impacts in specific locations over a 24-hour period.

## ## ##

# APPENDIX D – Public Affairs Information





April 11, 2024

Mr. Brian Macy  
Mission Springs Water District  
Attn: Marion Champion  
66575 2nd St  
Desert Hot Springs, CA 92240

Dear Marion,

As the season of renewal blossoms, we at Food Now, together with the families we serve, wish to extend our heartfelt gratitude for your generous Sponsor donation in support of our Chili Cook-off of \$750.00. Your donation was received on 4/8/2024.

Spring symbolizes a time of renewal and hope, and your generosity embodies this spirit perfectly. With your support, we are not only able to nourish bodies but also to renew spirits, offering not just sustenance, but also a foundation for a brighter future.

We are acutely aware of the myriad of worthy causes vying for your attention and support. It is with sincere appreciation that we acknowledge your decision to contribute to Food Now. Your commitment to aiding others truly makes a difference, and we are honored to count you among our valued supporters.

May this season bring you the joy and hope that your generosity has provided to many. Thank you once again for your kindness and belief in our mission.

With warmest regards,

Dana C Johnson  
Executive Director/President  
Food Now  
Dana@FoodNowDHS.org  
Office: (760) 288-7878  
Cell: (760) 288-5028

*Desert Hot Springs*



*Elks Lodge # 2639*

Desert Hot Springs Women's Club  
P.O. BOX 955,  
Desert Hot Springs, CA 92240

RE: Donation Golf Tournament – 2024

March 18,2024

Dearest Madam President and Team,

Thank you for your generous donation of \$500.00 to the lodge Golf Tournament. The funds you gave us really helps pay for the event expenses, scholarships and other planned community donations.

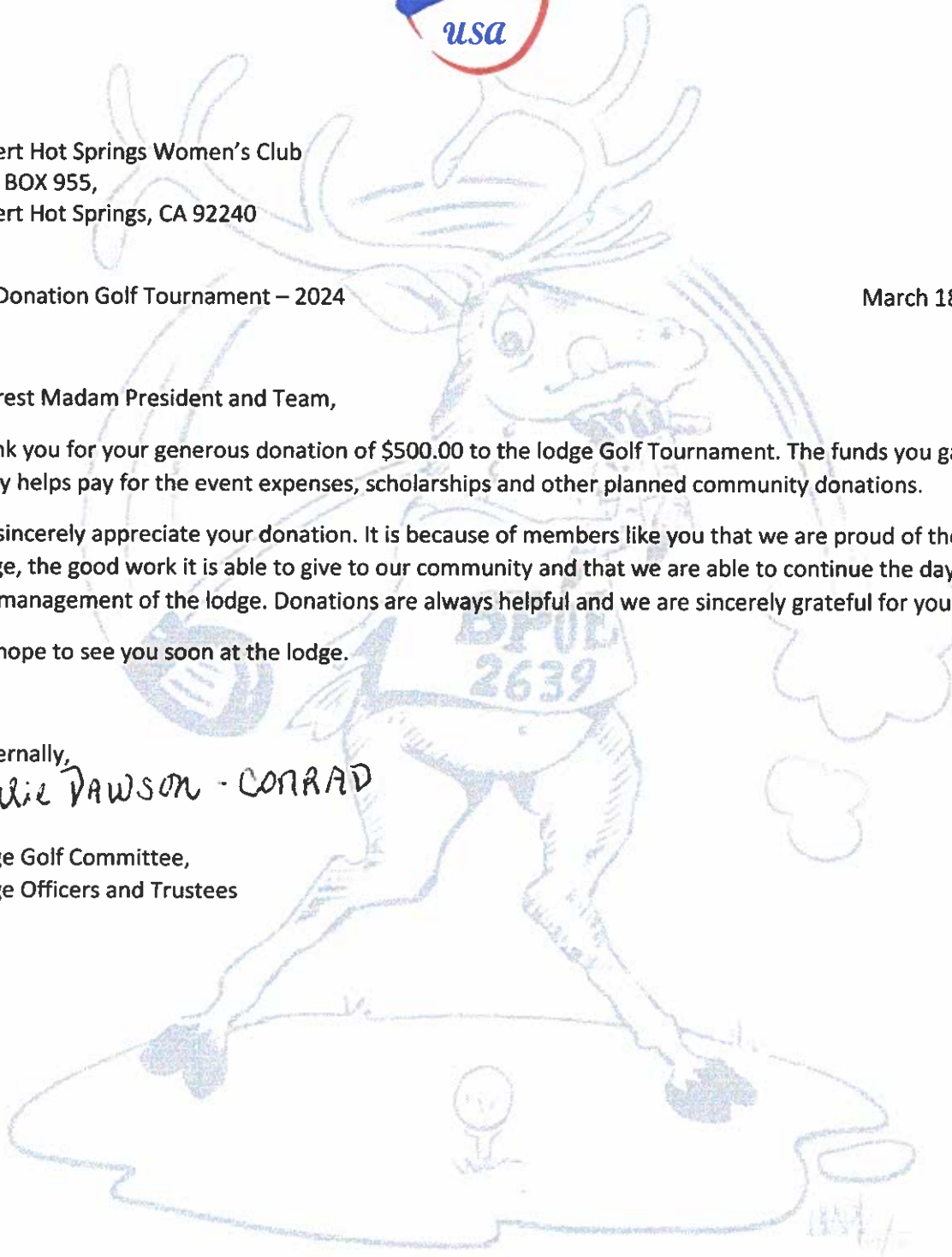
We sincerely appreciate your donation. It is because of members like you that we are proud of the Elks Lodge, the good work it is able to give to our community and that we are able to continue the day-to-day management of the lodge. Donations are always helpful and we are sincerely grateful for your help.

We hope to see you soon at the lodge.

Fraternally,

*Julie Dawson - Conrad*

Lodge Golf Committee,  
Lodge Officers and Trustees



# Water Matters

News from your water provider

April 2024

## It Pays to Save

MSWD is committed to helping you conserve water and save money. That's why we're thrilled to announce new and enhanced rebate offerings to support your efforts in water conservation. Take advantage of these fantastic opportunities to upgrade your appliances and fixtures while contributing to a sustainable future.



## Wash More Using Less

Upgrade to a water-efficient washing machine with a water factor of six (6) or lower and receive a \$150 rebate.



## Replace and Save

Say goodbye to old, inefficient toilets and hello to savings! MSWD offers two tiers of rebates for water-efficient toilets:

- Ultra-Low-Flow Toilets: Replace your old toilet with a new model that uses 1.28 gallons per flush (GPF) or less and receive up to a \$100 rebate.
- Premium High-Efficiency Toilets: Upgrade to premium models using 1.1 GPF or less, or dual flush models using 1.1/1.6 GPF or less, and receive up to a \$150 rebate!



## Take Charge With Smart Irrigation Controllers

Upgrade your irrigation system with a weather-based smart irrigation controller featuring rain shut-off capability.

### Reimbursement Amounts:

- Single-family Home: Up to \$150 for the device; Up to \$100 for professional installation.
- Commercial or HOA: Up to \$5,000 (MSWD reimburses 100% of the first \$2,500 spent and 75% of remaining costs up to \$5,000); Up to \$750 for professional installation.



## Rethink Your Grass

MSWD also continues offering customers \$2 per square foot for grass/turf replacements. Restrictions apply.

Don't miss out on these incredible rebate offerings! Upgrade your appliances and fixtures today to save water and money. Rebates are processed on a first-come, first-served basis, so act quickly to secure your savings.

For terms and conditions and more information, visit [www.mswd.org/rebates](http://www.mswd.org/rebates) or contact us directly at 760-329-6448, ext 121 or 145.

# Water Matters

Noticias de tu proveedor de agua

Abril de 2024

## ¡Ahorra dinero mientras ahorras agua!

En MSWD (Distrito de Agua de Mission Springs), estamos comprometidos a ayudarte a conservar agua y ahorrar dinero. Nos complace anunciar nuevas y mejoradas ofertas de reembolso para respaldar tus esfuerzos en la conservación del agua. Aprovecha estas fantásticas oportunidades para mejorar tus electrodomésticos y accesorios mientras contribuyes a un futuro sostenible.



## Lava más usando menos

Actualiza a una lavadora eficiente en el uso del agua con un factor de agua de seis (6) o menos y recibe un reembolso de \$150.



## Reemplaza y ahorra

Di adiós a los inodoros antiguos e ineficientes y da la bienvenida a los ahorros!

MSWD ofrece dos niveles de reembolsos para inodoros eficientes en el uso del agua:

- Inodoros ultra bajos en flujo: Actualiza tu inodoro antiguo con un modelo nuevo que use 1.28 galones por descarga (GPF) o menos y recibe un reembolso de hasta \$100.
- Inodoros de alta eficiencia premium: Actualiza a modelos premium que usen 1.1 GPF o menos, o modelos de doble descarga que usen 1.1/1.6 GPF o menos, y recibe un reembolso de hasta \$150!



## Controla tu riego con inteligencia

Actualiza tu sistema de riego con un controlador de riego inteligente basado en el clima que incluye función de apagado automático en caso de lluvia.

Montos de reembolso:

- Hogares unifamiliares: Hasta \$150 para el dispositivo; Hasta \$100 para instalación profesional.
- Comercial o HOA: Hasta \$5,000 (MSWD reembolsa el 100% de los primeros \$2,500 gastados y el 75% de los costos restantes hasta \$5,000); hasta \$750 para instalación profesional.



## Replántate tu césped

MSWD sigue ofreciendo a los clientes \$2 por pie cuadrado para la sustitución de césped. Se aplican restricciones.

¡No te pierdas estas increíbles ofertas de reembolso! Actualiza tus electrodomésticos y accesorios hoy mismo para ahorrar agua y dinero. Los reembolsos se procesan por orden de llegada, así que actúe rápidamente para asegurar sus ahorros.

Para términos y condiciones y más información, visita [www.mswd.org/rebates](http://www.mswd.org/rebates) o contáctanos directamente al 760-329-6448, extensión 121 o 145.

## DROUGHT AND FLOOD

# Climate Resilience Bond – Water Infrastructure Priorities



Adapting to climate change requires California to urgently and significantly rehabilitate and modify existing water facilities, improve operational flexibility, and make generational investments in new water infrastructure. The State is currently underprepared to manage a water system with a decreasing snowpack, less frequent precipitation, and weather extremes. Additional above- and below-ground storage capacity must be developed to capture precipitation. In addition, new and enhanced conveyance facilities are essential for moving collected and stored water, connecting suppliers with different supply sources, transferring water among water users, and recharging groundwater for multi-beneficial purposes. State investment in water infrastructure is crucial to providing the reliable delivery of safe water to California residents, businesses, and agriculture. In addition, climate resilience projects have also been shown to stimulate local economies and create jobs.

## Recycling and Desalination: (\$1.35 billion)

The State has set a target of 1.8 million acre-feet of new recycled water by the year 2040. In order to meet this goal the State Water Resources Control Board (State Water Board) estimates that the cost to State, local, and federal agencies will total approximately \$27 billion. In addition, the State has set a target of expanding brackish groundwater desalination by 84,000 acre-feet per year by 2040. Both ocean and brackish groundwater and surface water desalination play an important role in local communities' water supply planning process to enhance California's drought resilience.

## Groundwater: (\$1 billion)

Historic droughts over the last several decades have placed extreme strain on California's groundwater basins. In response to the Sustainable Groundwater Management Act (SGMA), local agencies have proposed more than 340 new recharge projects that, if built, could result in as much as 2.2 million acre-feet of additional stored water in a single wet year by 2030.

## Flood Protection: (\$1 billion)

Levees, weirs, bypasses, and other flood protection facilities reduce the risk of major flooding. Projects that repair, expand, or replace these facilities are essential to flood management and public safety. As recent atmospheric rivers have shown, California must invest significant resources in flood protection including new infrastructure to capture flood flows and divert them to groundwater recharge facilities.

## Dam Safety/Reservoir Operations: (\$850 million)

In 2022, 112 California dams were rated "less than satisfactory" by State dam inspectors, resulting in many of the reservoirs being filled under full storage capacity. Dam safety projects would help protect public safety and increase storage capacity. In addition, Forecast-Informed Reservoir Operations (FIRO) increase the efficiency of water infrastructure through the use of data from watershed monitoring and weather forecasting to optimize water releases from reservoirs to increase resilience to droughts and floods.



Eastern Municipal Water District:  
French Valley Recycled Water Expansion



Fresno Irrigation District:  
Savory Groundwater Recharge Basin



**Western Municipal Water District:  
Recycled Water & Groundwater Recharge**



**Los Vaqueros Reservoir**



**Contra Costa Water District:  
Contra Costa Canal**



**Mesa Water:  
Drought-Resilient Supply Project**

### **Regional Water Conveyance: (\$800 million)**

New regional water conveyance systems and repairs of existing facilities will be essential to create a more resilient water infrastructure system. The Bureau of Reclamation estimates that repairing arterial canals in the central valley that have been damaged due to subsidence will cost over \$500 million. In addition, there are new regional conveyance projects planned in communities throughout the State that would create access to new water sources or provide emergency backup conveyance.

### **Surface Water Storage: (\$750 million)**

As climate change continues to reduce California's snowpack, which serves as a natural storage reservoir, the State must invest in additional water storage infrastructure to capture and store rainfall for utilization during dry periods. The Governor's Water Supply Strategy identifies the need to develop over 4-million-acre feet of new storage facilities with other estimates placing the need much higher.

### **Safe Drinking Water/Water Quality: (\$600 million)**

ACWA strongly supported the creation of California's Safe and Affordable Drinking Water Fund and recognizes the need to continue to direct resources to disadvantaged communities dealing with water quality issues. In addition, there are a number of communities throughout California dealing with water quality issues, including those caused by perfluoroalkyl and polyfluoroalkyl substances (PFAS) and other contamination that will result in millions of dollars in treatment costs to ratepayers.

### **Regional Watershed Resilience: (\$500 million)**

Regional and inter-regional scale watershed resilience projects are essential to maximize investments that increase water infrastructure resilience to climate change. These projects include Integrated Regional Water Management (IRWM) projects and other regional collaborations that focus on managing the region's water resources, setting regional priorities for water infrastructure, improving regional water self-reliance, or reducing reliance on the Sacramento-San Joaquin Delta.

### **State Water Project Climate Change Resilience: (\$500 million)**

The California State Water Project (SWP) is a multi-purpose water storage and delivery system that delivers clean water to 27 million Californians and many farms and businesses throughout the state. In order to continue to provide safe and reliable drinking water and to meet the renewable energy goals established for the SWP, California should provide funding to enhance the SWP delivery of water and increase its energy resilience.

### **Water Conservation: (\$500 million)**

From 2013 to 2016, statewide per capita residential water use declined 21 percent and has remained 16 percent below (on average) 2013 levels. Public water agencies continue to invest in water conservation projects and programs that increase conservation efforts, such as turf replacement programs, water loss projects, and other water-use efficiency upgrades. Similarly, there are significant infrastructure projects at agricultural irrigation districts that would yield water savings.



# CVWC Digital Marketing Report Website, Social, and Marketing Performance

**Apr 1 - 30, 2024**

by Hunter | Johnsen

# Google Ads Campaigns

**DISPLAY AD IMPRESSIONS**  
CV Water Counts

347.67K

**SEARCH AD IMPRESSIONS**  
CV Water Counts

2,907

**VIDEO IMPRESSIONS**  
CV Water Counts

76,270

**Clicks**  
CV Water Counts

3,516

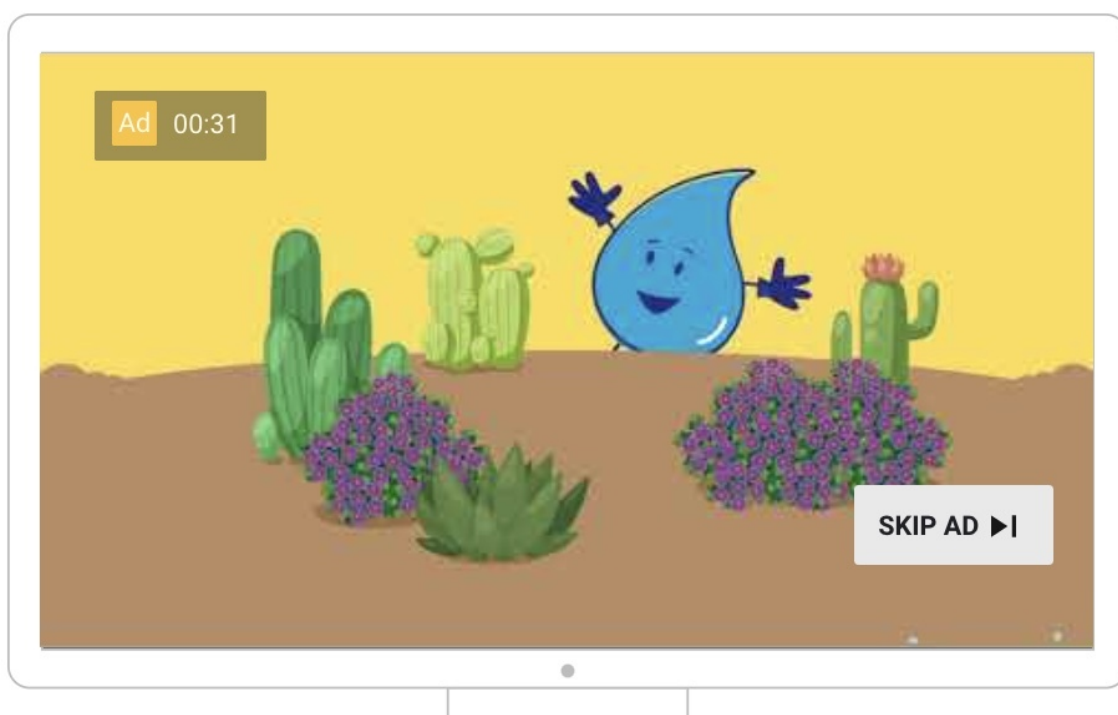
**GOOGLE PROGRAMMATIC DISPLAY AD CAMPAIGN PERFORMANCE**  
CV Water Counts

Campaign name	Clicks	Impr.
CV Water Counts April - 2024	1,687	183,471
CV Water Counts April, 2024 Spanish	1,453	164,202
	3,140	347,673



**GOOGLE YOUTUBE VIDEO AD CAMPAIGN PERFORMANCE**  
CV Water Counts

Account name	Impr.	Engagements	Video views	Clicks
CV Water Counts	76,270	26,800	12,262	223
CVWC Water Saving Tips YouTube Spanish April, 2024	34,544	13,512	7,403	63
CVWC Water Saving Tips English YouTube April, 2024	41,726	13,288	4,859	160
	76,270	26,800	12,262	223



**GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE**  
CV Water Counts

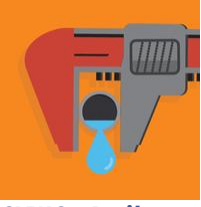
Campaign	Clicks	Impr.
CVWC Search Campaigns	153	2,907
	153	2,907



Campaign	Clicks	Impr.
	153	2,907

# Facebook Ad Campaigns

**FACEBOOK AD PERFORMANCE**  
Hunter Johnsen

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>CVWC - April 2024</b> www.instagram.com Conservation Tip of the Month: Repair drips and leaks. A leak as small as the tip of a pen can waste more than 200 gallons per day.</p>	602	102,541	34,461	2.98	612
	602	102,541	34,461	2.98	612

# Website Information

**Users**  
CV Water - CV Water Counts - GA4

# 3,791

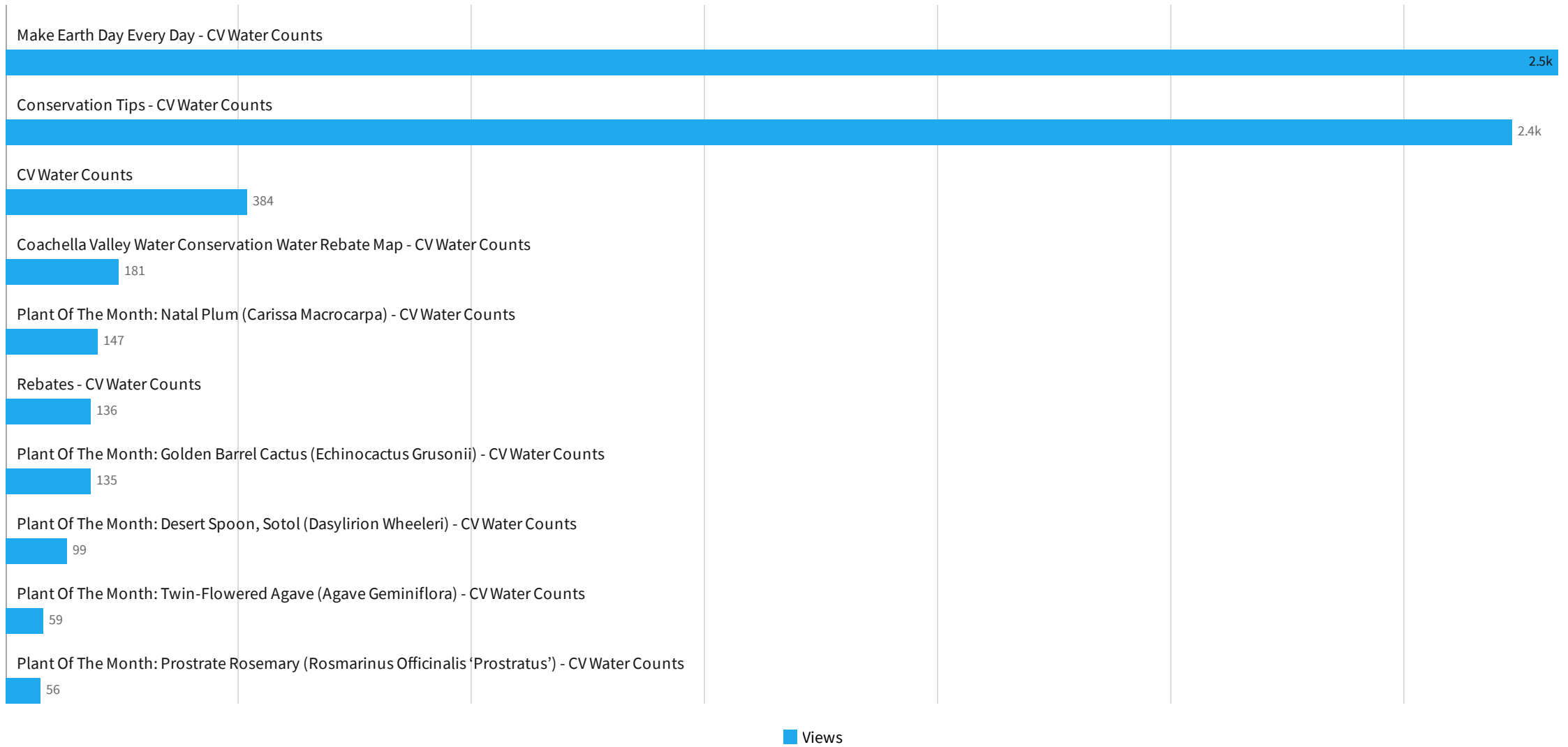
**Sessions**  
CV Water - CV Water Counts - GA4

# 5,340

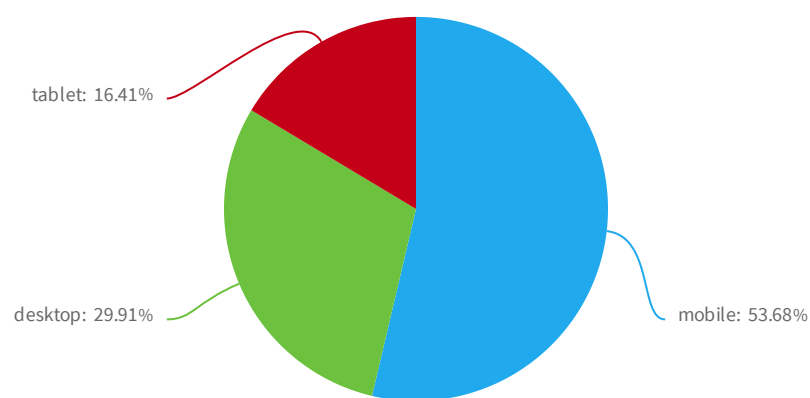
**PAGEVIEWS**  
CV Water - CV Water Counts - GA4

# 7,053

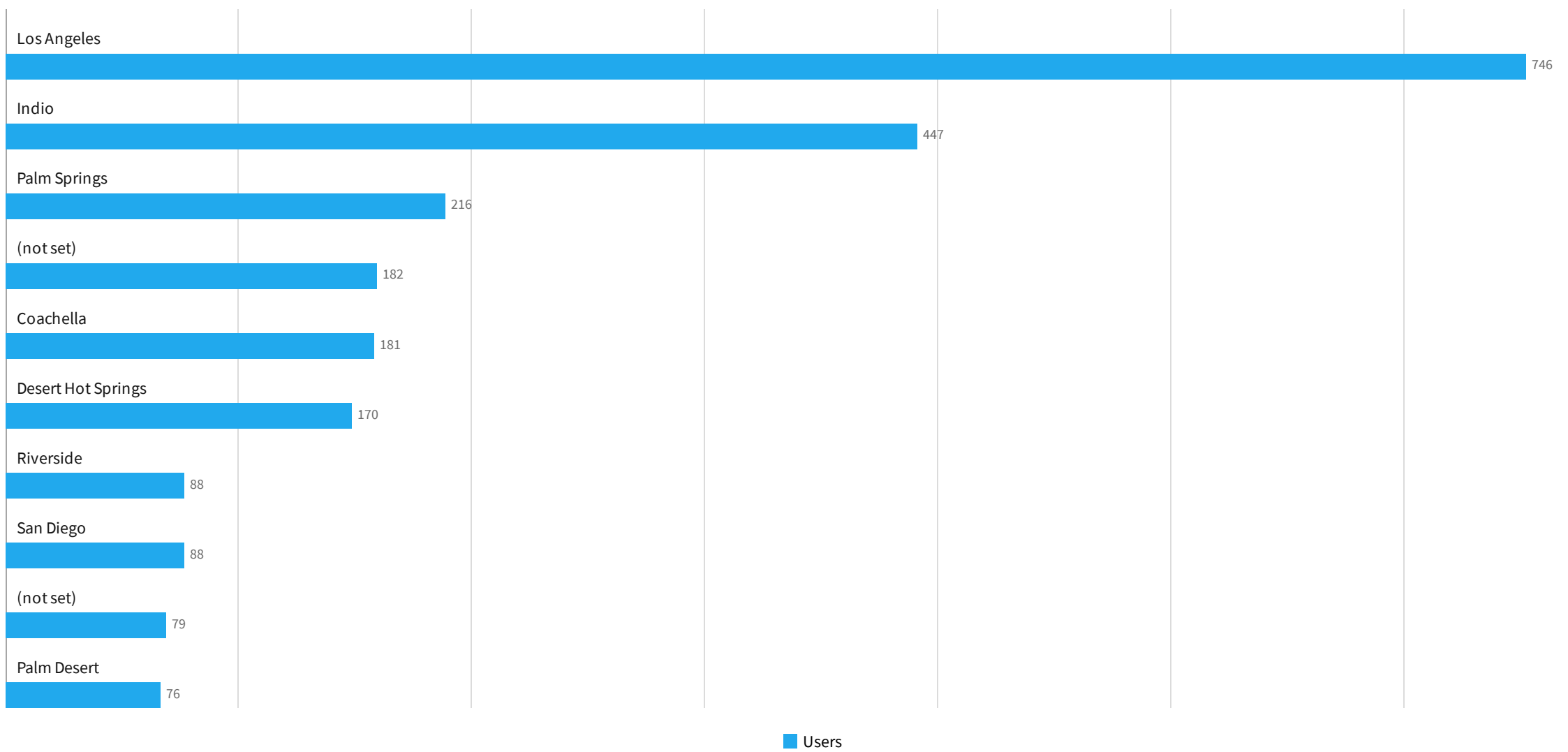
**Views by Page title and screen class**  
CV Water - CV Water Counts - GA4



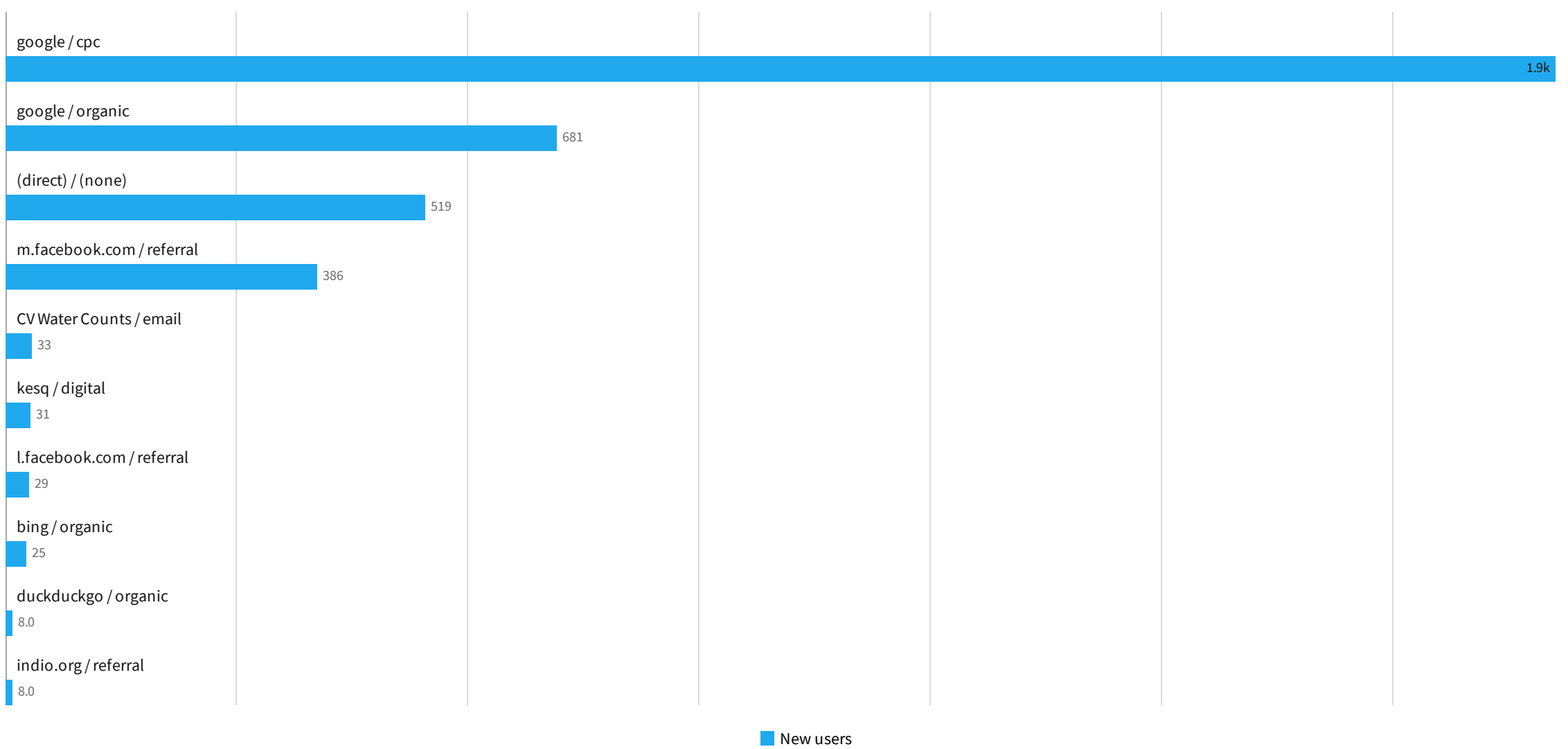
**Engaged sessions by Device category**  
CV Water - CV Water Counts - GA4



**Users by City**  
CV Water - CV Water Counts - GA4



**New users by First user source / medium**  
CV Water - CV Water Counts - GA4



**Month performance**  
Past 6 months: CV Water - CV Water Counts - GA4

Month	New users	Engaged sessions	Engagement rate	Sessions per User	Average engagement time
April 2024	3,666	1,478	27.7%	1.41	12s
March 2024	3,534	1,275	25.4%	1.39	13s
February 2024	3,512	1,334	26.3%	1.4	14s
January 2024	3,803	1,246	25.4%	1.27	19s
December 2023	2,626	909	24.6%	1.37	15s
November 2023	2,046	674	23.0%	1.4	14s
	19,187	6,961	25.5%	1.4	15s



## Organic Search

### Query performance

cvwatercounts.com/

Query	Impr.	Clicks	CTR	Avg. position
sotol plant	1,948	16	0.82%	9.92
natal plum	1,725	35	2.03%	2.14
elephant food	1,612	4	0.25%	4.53
star jasmine	1,611	5	0.31%	1
artichoke agave	1,553	7	0.45%	1.45
prostrate rosemary	1,344	26	1.93%	4.02
agave geminiflora	1,274	14	1.1%	6.73
phoenix dactylifera	1,274	0	0%	3.99
cleveland sage	1,273	2	0.16%	1.22
water pledge	1,247	0	0%	5.79
	14,861	109	0.73%	4.08

### Page performance

cvwatercounts.com/

Page	Impr.	Clicks	CTR	Avg. position
<a href="https://cvwatercounts.com/plant-of-the-month-desert-spoon-sotol-dasyllirion-wheeleri/">https://cvwatercounts.com/plant-of-the-month-desert-spoon-sotol-dasyllirion-wheeleri/</a>	6,097	56	0.92%	7.58
<a href="https://cvwatercounts.com/plant-of-the-month-star-jasmine-trachelospermum-jasminoides/">https://cvwatercounts.com/plant-of-the-month-star-jasmine-trachelospermum-jasminoides/</a>	4,313	22	0.51%	1.65
<a href="https://cvwatercounts.com/plant-of-the-month-artichoke-agave-agave-parryi-v-truncata/">https://cvwatercounts.com/plant-of-the-month-artichoke-agave-agave-parryi-v-truncata/</a>	4,047	18	0.44%	2.79
<a href="https://cvwatercounts.com/plant-of-the-month-date-palm-phoenix-dactylifera/">https://cvwatercounts.com/plant-of-the-month-date-palm-phoenix-dactylifera/</a>	3,933	13	0.33%	5.02
<a href="https://cvwatercounts.com/plant-of-the-month-natal-plum-carissa-macrocarpa/">https://cvwatercounts.com/plant-of-the-month-natal-plum-carissa-macrocarpa/</a>	3,639	71	1.95%	3.5
<a href="https://cvwatercounts.com/plant-of-the-month-prostrate-rosemary-rosmarinus-officinalis-prostratus/">https://cvwatercounts.com/plant-of-the-month-prostrate-rosemary-rosmarinus-officinalis-prostratus/</a>	3,516	49	1.39%	8.17
<a href="https://cvwatercounts.com/plant-of-the-month-elephants-food-portulacaria-afra/">https://cvwatercounts.com/plant-of-the-month-elephants-food-portulacaria-afra/</a>	2,934	8	0.27%	5.58
<a href="https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevideensis/">https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevideensis/</a>	2,741	8	0.29%	7.03
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	2,716	4	0.15%	4.71
<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>	2,639	14	0.53%	2.72
	36,575	263	0.72%	4.88

# Facebook Information

**Impressions**  
CV Water Counts

128.8K

**Reach**  
CV Water Counts

61,380

**New page likes**  
CV Water Counts

0

**Post engagement**  
CV Water Counts

710














**Total page views**  
CV Water Counts




73

**Page likes**  
CV Water Counts

3,988

**Post performance**  
CV Water Counts

Post	Created at	Reach	Post engaged users	Likes
 Desert Water Agency was founded in 1961 as a groundwater management agency in the western Coachella Valley and started providing water service to customers in Palm Springs and Cathedral City in...	April 30, 2024	16	1	2
 <a href="https://www.facebook.com/photo.php?fbid=738143121809976&amp;set=a.395351946089097&amp;type">https://www.facebook.com/photo.php?fbid=738143121809976&amp;set=a.395351946089097&amp;type</a>	April 29, 2024	277	15	3
 Here are four ways to be more water-efficient in your landscape. Learn more:	April 25, 2024	9	1	1
 For more water-saving tips, visit <a href="http://CVWaterCounts.com/conservation-tips">CVWaterCounts.com/conservation-tips</a> . #WaterWiseWednesday	April 25, 2024	22	1	1
 One of the best ways to protect the planet is by conserving water! Celebrate Earth Day on April 22 by changing your water use habits year-round. Here are some tips to get you started. Learn more:	April 22, 2024	12	2	2
 The golden barrel cactus is one of the best cactus for a bold accent in the landscape due to its symmetrical, globular shape and brilliant, golden spines that light up in the sun. Learn more:	April 19, 2024	13	2	2
 Don't forget to turn off the water while brushing your teeth. You could save 8 gallons per day! For more water-saving tips, visit <a href="http://CVWaterCounts.com/conservation-tips">CVWaterCounts.com/conservation-tips</a> ...	April 18, 2024	45	3	3
 <a href="https://www.facebook.com/photo.php?fbid=729315692692719&amp;set=a.395351946089097&amp;type">https://www.facebook.com/photo.php?fbid=729315692692719&amp;set=a.395351946089097&amp;type</a>	April 13, 2024	40	2	2
 If you or someone you know is in need of water bill assistance during this difficult time, applications are being accepted now for the Help2Others Assistance Program online. Click here for details and to fill out ...	April 11, 2024	126	4	2
 April is National Garden Month! What are you planting this year?	April 8, 2024	34	2	2
 WATER YOUR YARD IN NON-DAYLIGHT HOURS During the month of April in our desert, the best times to water your plants are during non-daylight hours, when it's cooler. If you have a spray system, watering for 10 minutes a day, 7 days a week is sufficient. If y...	April 5, 2024	42	3	3
 At home or staying in a hotel, reuse your towels. For more water-saving tips, visit <a href="http://CVWaterCounts.com/conservation-tips">CVWaterCounts.com/conservation-tips</a> . #WaterWiseWednesday	April 4, 2024	33	2	2
 April is National Garden Month! Spring is the perfect time to give your garden attention before the weather warms. Learn more:	April 2, 2024	13	2	2
		62,035	656	37

Post	Created at	Reach	Post engaged users	Likes
 <p>Conservation Tip of the Month: Repair drips and leaks. A leak as small as the tip of a pen can waste more than 200 gallons per day.</p>	April 1, 2024	60,844	612	5
 <p><b>CV Water Counts updated their cover photo.</b>  <a href="https://www.facebook.com/cvwatercounts">https://www.facebook.com/cvwatercounts</a></p>	April 1, 2024	34	0	2
 <p>Today is Arbor Day. It's a great day to plant a tree!</p>	April 1, 2024	475	4	3
		62,035	656	37




# Instagram Information

 **Impressions**  
CV Water Counts


317


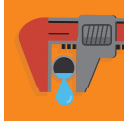





 **Likes**  
CV Water Counts

13

 **Followers (lifetime)**  
CV Water Counts

245

 **Post performance**  
CV Water Counts

Post	Impr.	Engagement	Reach	Saved	Video views
 <a href="https://www.instagram.com/p/C6U4Sv1AZcg/">https://www.instagram.com/p/C6U4Sv1AZcg/</a>	18	5	17	0	0
 Conservation Tip of the Month: Repair drips and leaks. A leak as small as the tip of a pen can waste more than 200 gallons per day.	13	2	10	0	0
 If you or someone you know is in need of water bill assistance during this difficult time, applications are being accepted now for the Help2Others Assistance Program online. For details and to fill out an online...	12	1	11	0	0
 Today is Arbor Day. It's a great day to plant a tree!	10	1	7	0	0
 <a href="https://www.instagram.com/p/C5tLORiM0tb/">https://www.instagram.com/p/C5tLORiM0tb/</a>	9	1	8	0	0
 April is National Garden Month! What are you planting this year?	6	3	5	1	0
 For more water-saving tips, visit <a href="https://CVWaterCounts.com/conservation-tips">CVWaterCounts.com/conservation-tips</a> . #WaterWiseWednesday	0	1	9	0	9
	68	14	67	1	9

## E-Blast Information



### Campaign performance

CV Water Counts

Campaign	Send Time	Emails Sent	Unique Opens	Total Opens	Open Rate	Industry Open Rate	Total Clicks	Click Rate	Industry Click Rate	Unsubscribe Count
CV Water Counts April 2024	<b>Wednesday, April 3, 2024 5:00 PM</b>	756	452	839	59.79%	17.93%	173	8.95%	0.88%	0
		756	452	839	59.79%	17.93%	173	8.95%	0.88%	0



# MSWD Digital Marketing & Website Report

## Website, Social, and Marketing Performance

Apr 1 - 30, 2024




# Google Ads Campaigns

 **Impressions**  
MSWD

276.72K

 **Clicks**  
MSWD

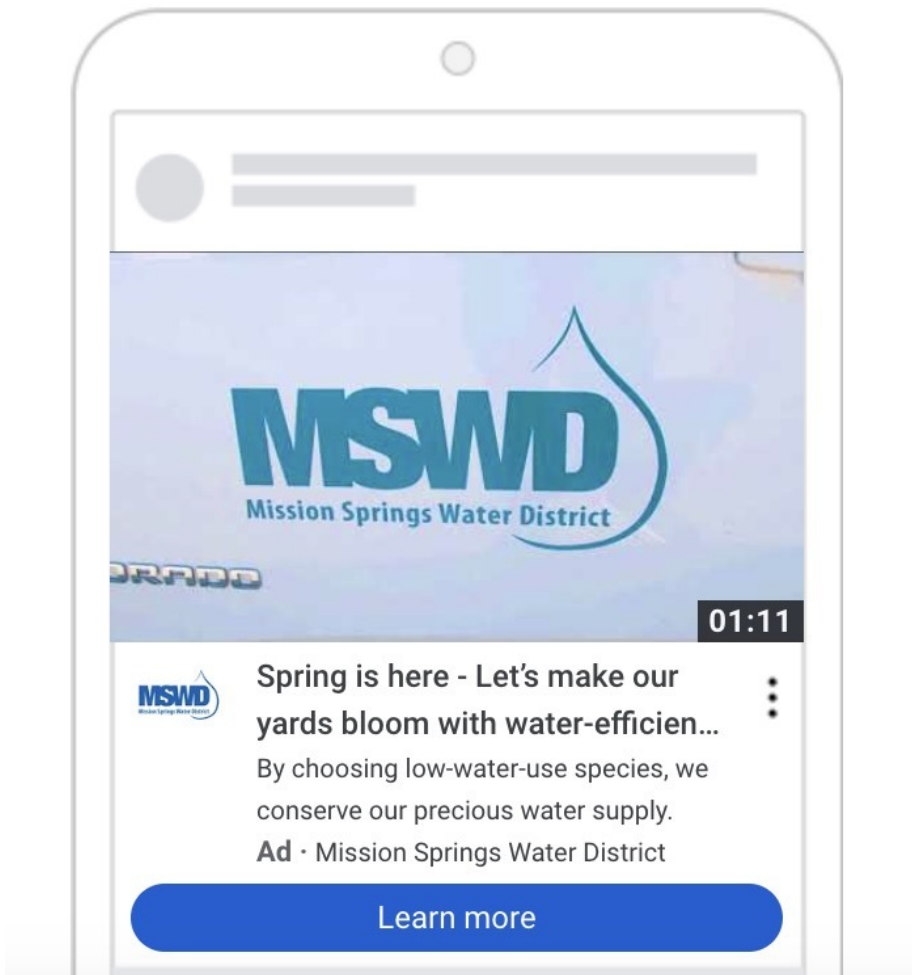
2,130

 **CTR**  
MSWD

0.77%

 **GOOGLE ADS CAMPAIGN PERFORMANCE**  
MSWD

Ad group	Impr.	Clicks	CTR
Earth Day 2024	129,389	880	0.68%
Spring Planting	117,412	612	0.52%
MSWD Spring Conservation Video - April 2024	29,921	638	2.13%
	276,722	2,130	0.77%





# Meta Campaign Performance

Includes Facebook and Instagram campaigns

## Campaign performance

MSWD

Campaign	Link Clicks	Impr.	Reach	Page Likes
MSWD Earth Day 2024	288	45,941	11,093	0
MSWD Spring Planting - April 2024	270	44,680	12,188	0
MSWD Spring Conservation Video April 2024	55	63,591	39,222	0
	613	154,212	46,843	0

**Mission Springs Water District** Sponsored

Spring brings new life, blossoms, and a gentle reminder to conserve water! As nature awakens, let's do our part to ...See more

mswd.org  
**Spring Water Conservation**  
 Mission Springs Water Di... [Learn more](#)

3  
 Like Comment Share

**Mission Springs Water District** Sponsored

Spring is here! Let's make our yards bloom with water-efficient plants. By choosing low-water-use species, we conserve our ...See more

**SPRING IS HERE!**  
 Let's make our yards bloom with water-efficient plants.

mswd.org  
**MSWD Spring Gardening Tips** [Learn more](#)

**Mission Springs Water District** Sponsored

Dive into the wonders of our local watershed this Earth Day! Join MSWD, Cabot's Museum, and DHS High ...See more

**Earth Day at CABOT'S PUEBLO MUSEUM**  
 FREE ADMISSION AND TOURS  
 FREE ADMISSION  
 Saturday, April 20, 2024 10 am - 3 pm

Join MSWD, Cabot's Museum, and the DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed. Celebrate Earth Day, explore the Museum, and learn about our water source!

CABOT'S PUEBLO MUSEUM MSWD REAL DHS

mswd.org  
**MSWD Earth Day Celebration** [Learn more](#)



## Website Information

**Users**  
www.mswd.org - http://www.msw...

7,602

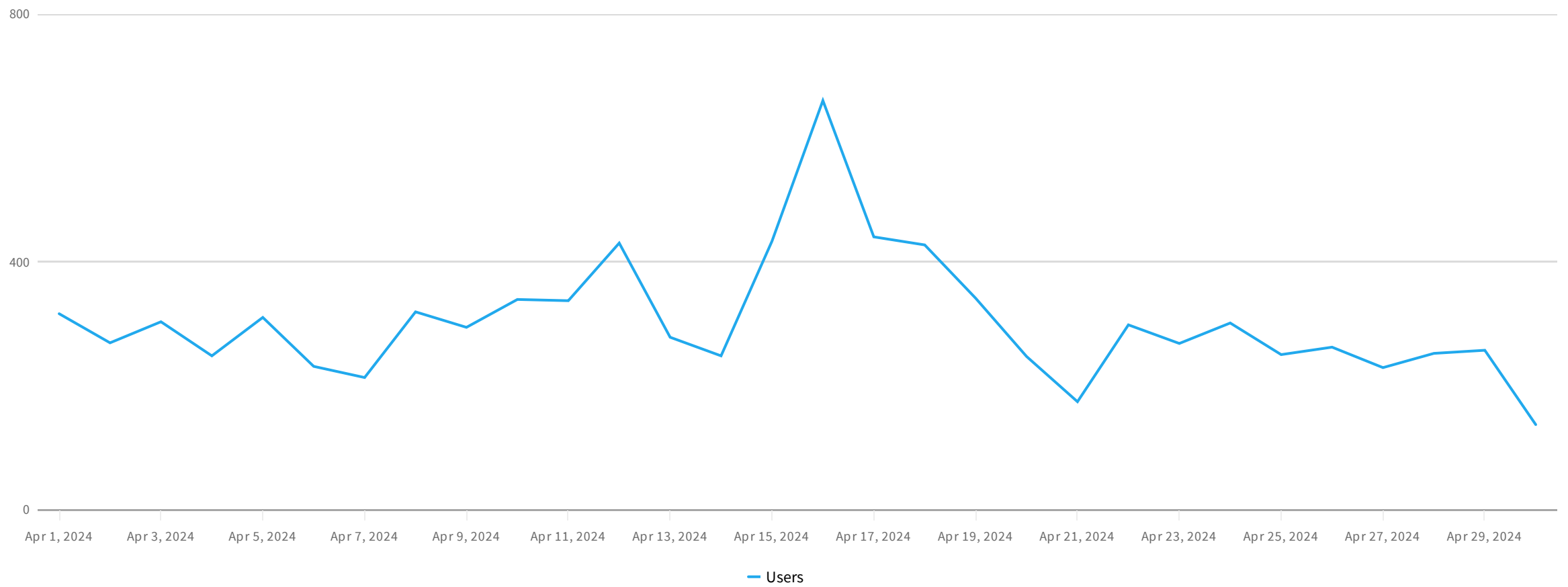
**Views**  
www.mswd.org - http://www.msw...

23,247

**Engaged sessions**  
www.mswd.org - http://www.msw...

6,647

**Users by Day**  
www.mswd.org - http://www.mswd.org - GA4

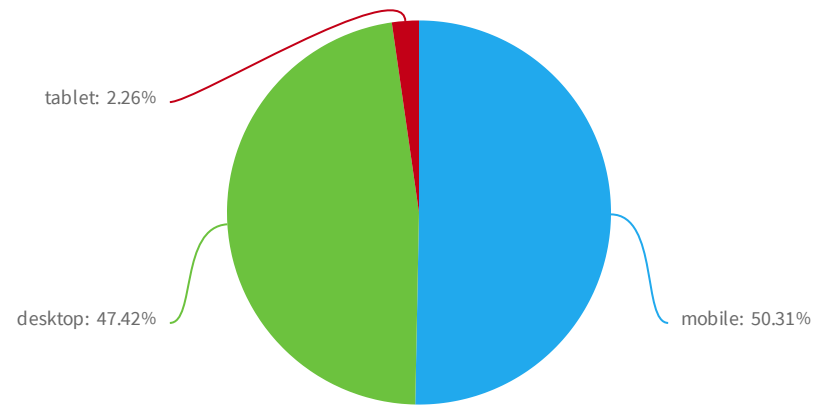


**Page Title performance**  
www.mswd.org - http://www.mswd.org - GA4

Page Title	Views	Views per user	Users	Engaged sessions	Sessions per User	Average engagement time
Home Page   Mission Springs, CA Water District	5,063	1.55	3,255	3,951	1.37	18s
New Customer Portal   Mission Springs, CA Water District	4,062	1.59	2,532	3,025	1.37	15s
Earth Day Celebration   Mission Springs, CA Water District	1,596	1.59	985	392	1.25	10s
Job Opportunities   Mission Springs, CA Water District	1,231	2.41	510	675	1.57	29s
Desert Landscaping Tips   Mission Springs, CA Water District	1,052	1.39	726	199	1.23	7s
Online Payment System   Mission Springs, CA Water District	1,020	1.61	634	570	1.16	22s
Bill Pay Options   Mission Springs, CA Water District	938	1.42	657	610	1.19	33s
(not set)	830	0.32	2,556	409	1.22	0s
Careers   Mission Springs, CA Water District	616	1.65	372	510	1.53	22s
Video: True Water Crimes - The case of the leaky toilet flapper   Mission Springs, CA Water District	570	1.38	392	175	1.32	27s
	22,848	2.99	7,540	6,586	1.49	54s



 **Engaged sessions by Device category**  
www.mswd.org - http://www.mswd.org - GA4

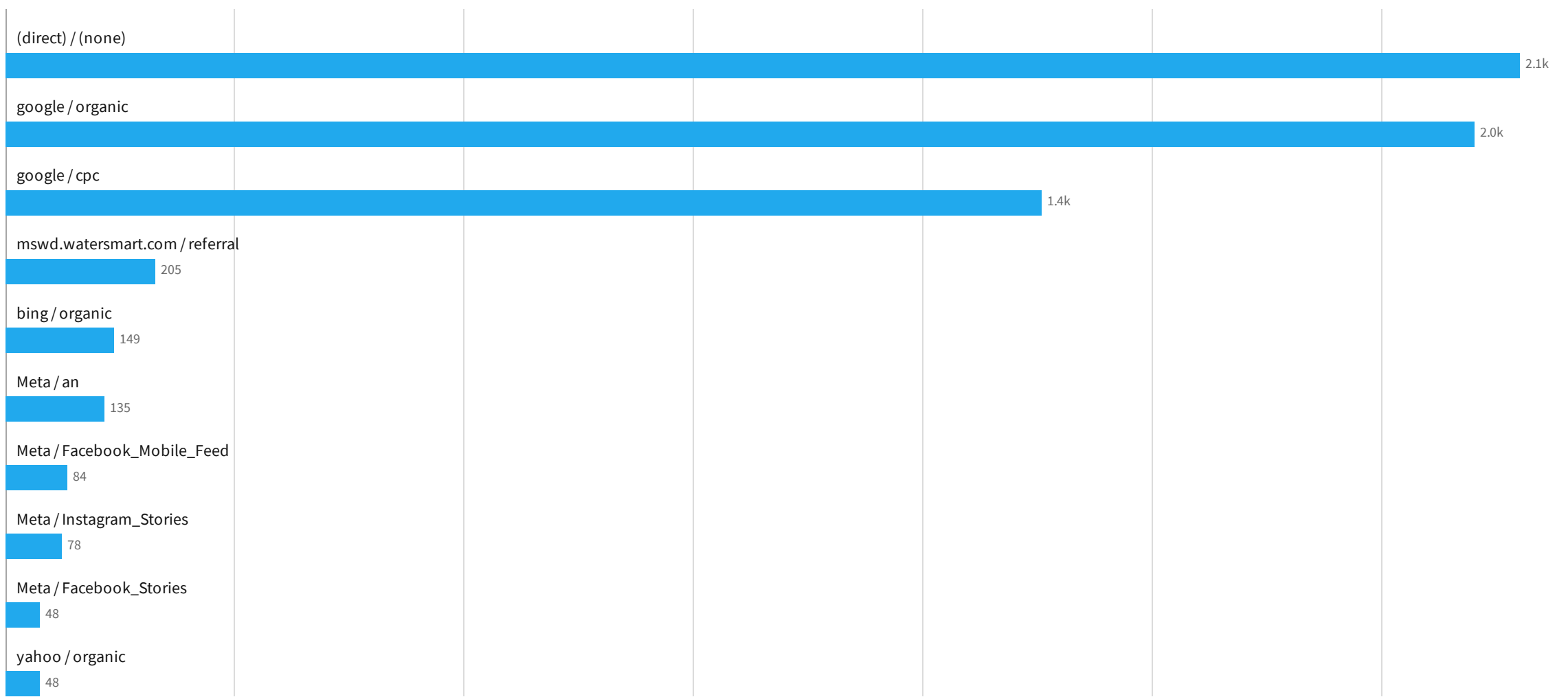


 **Users by City**  
www.mswd.org - http://www.mswd.org - GA4

City	Users
Los Angeles	1,617
Desert Hot Springs	1,433
(not set)	349
(not set)	322
Indio	313
San Diego	278
Palm Springs	270
Riverside	251
Boardman	170
La Quinta	154
	7,602

### New users by First user source / medium

www.mswd.org - http://www.mswd.org - GA4



■ New users







## Facebook Account Overview (April 1 - 30, 2024)

Posts Published  <h1 style="margin: 0;">13</h1> <p style="margin: 0; color: red;">-3   -18.8%</p>	Total Likes  <h1 style="margin: 0;">1,237</h1> <p style="margin: 0; color: green;">+2   0.2%</p>	New Likes  <h1 style="margin: 0;">3</h1> <p style="margin: 0; color: green;">+1   50.0%</p>	Unlikes  <h1 style="margin: 0;">1</h1>
---	--	---	--







Total Reach  <h1 style="margin: 0;">59,587</h1> <p style="margin: 0; color: red;">-7,396   -11.0%</p>	Organic Reach  <h1 style="margin: 0;">3,780</h1> <p style="margin: 0; color: green;">+444   13.3%</p>	Paid Reach  <h1 style="margin: 0;">56,036</h1> <p style="margin: 0; color: red;">-7,807   -12.2%</p>	Impressions  <h1 style="margin: 0;">77,781</h1> <p style="margin: 0; color: red;">-1,453   -1.8%</p>	Video Views  <h1 style="margin: 0;">5,291</h1> <p style="margin: 0; color: red;">-6,328   -54.5%</p>
---	---	--	--	--

3 Most Engaging Posts	3 Highest Reach Posts	3 Most Shared Posts
<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>ASM Wallis Tour</b></p> <p>Grateful to Assemblyman Greg Wallis for visiting and t...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>18.4%</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>REAL Academy Interns</b></p> <p>MSWD welcomed two new Desert Hot Springs High School int...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>726</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>News Release: Enhanced Rebates</b></p> <p>News Release: MSWD Announces Enhanced Rebate Offerings P...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>3</p> </div> </div>
<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>Worker Wed - tight space</b></p> <p>Shout Out to Our Amazing C&amp;M Crew! To all the dedic...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>15.84%</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>News Release: Enhanced Rebates</b></p> <p>News Release: MSWD Announces Enhanced Rebate Offerings P...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>247</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>Earth Day Event</b></p> <p>Mark your calendars and join MSWD, Cabot's Pueblo Muse...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>2</p> </div> </div>
<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>Earth day event!</b></p> </div> <div style="text-align: right; flex-grow: 0;"> <p>14.86%</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>Earth Day Event</b></p> <p>Mark your calendars and join MSWD, Cabot's Pueblo Muse...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>215</p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p><b>REAL Academy Interns</b></p> <p>MSWD welcomed two new Desert Hot Springs High School int...</p> </div> <div style="text-align: right; flex-grow: 0;"> <p>2</p> </div> </div>






3 Least Engaging Posts

	News Release: Enhanced Rebates	4.05%
	News Release: MSWD Announces Enhanced Rebate Offerings P...	
	Earth Day Event	4.65%
	Mark your calendars and join MSWD, Cabot's Pueblo Muse...	
	REAL Academy Interns	6.47%
	MSWD welcomed two new Desert Hot Springs High School int...	

3 Lowest Reach Posts

	Earth Day	82
	Join MSWD, Cabot's Museum, and DHS High School REAL Ac...	
	water week	91
	This National Water Week, take a second to remember wher...	
	Cabots Event	100
	Happening today! Join MSWD, Cabot's Museum, and DHS Hi...	

3 Least Shared Posts

	Customer Survey	0
	Calling all valued customers! Your feedback is crucia...	
	Look who we spotted today!	0
	News Release Customer Survey	0
	News Release MSWD Announces Customer Survey & Statemen...	

Likes By Country

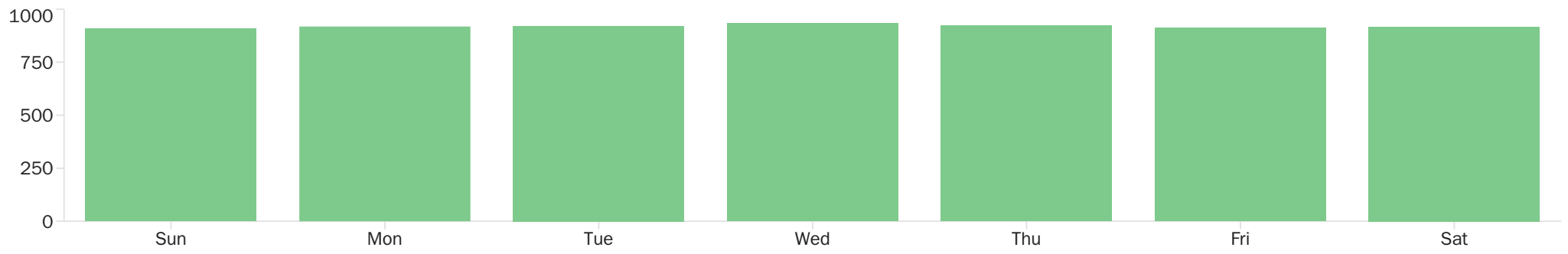
1. United States of America (1,205 likes)
2. Mexico (12 likes)
3. France (4 likes)
4. India (2 likes)
5. Canada (2 likes)

Likes By City

1. Desert Hot Springs, CA (569 likes)
2. Indio, CA (63 likes)
3. Cathedral City, CA (51 likes)
4. Palm Springs, CA (49 likes)
5. La Quinta, CA (44 likes)







Days your fans are online







Item 19.













## Facebook Post Metrics (April 1 - 30, 2024)









Item 19.





Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Video Views
April 30, 2024 6:20 PM PDT	 Image	 <p>REAL Academy Interns 🎉 MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School REAL Academy! First up, Kaleb and Gabriel met with Chad, our Water Production Supe...</p>		726	47	6.47%	36	2	2	51	0
April 29, 2024 1:17 PM PDT	 Image	 <p>Customer Survey 📞 Calling all valued customers! 📞 Your feedback is crucial to us! Help shape the future of your monthly statement by participating in our quick survey. Click the link below to share your thoughts a...</p>	Customer Service	116	9	7.76%	7	0	0	5	0
April 28, 2024 7:28 PM PDT	 Image	 <p>Look who we spotted today! 💙💧</p>		147	18	12.24%	12	0	0	14	0



Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 19.
April 25, 2024 1:06 PM PDT	 Image	 <p>News Release Customer Survey</p>  <p>News Release MSWD Announces Customer Survey &amp; Statement Redesign Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesigning the monthly water bill...</p>	News Releases	106	9	8.49%	6	0	0	4	0
April 23, 2024 5:57 PM PDT	 Image	 <p>News Release: Enhanced Rebates</p>  <p>News Release: MSWD Announces Enhanced Rebate Offerings Promoting Water Conservation and Savings Mission Springs Water District reaffirms its commitment to supporting water conservation by announc...</p>	News Releases	247	10	4.05%	11	0	3	1	0

Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 19.
April 22, 2024 4:55 PM PDT	 Image	 <p>Earth Day Event   News Release:  MSWD Celebrates Earth Day with the Unveiling of DHS High School Student-Created 3D Watershed Model  In partnership with Cabot's Pueblo Museum and the Desert Hot Springs High School...</p>	News Releases	109	9	8.26%	8	0	0	1	0
April 20, 2024 10:33 AM PDT	 Video	 <p>Earth day event!</p>		148	22	14.86%	18	2	1	22	119
April 20, 2024 8:21 AM PDT	 Image	 <p>Cabots Event  Happening today!    Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student-created 3D model of the watershed!   Celebrate Earth Day with us, explore the Museum and d...</p>	Event	100	9	9.0%	6	1	0	5	0



Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 19.
April 16, 2024 10:44 AM PDT	 Image	 <p>Earth Day Event    Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explor...</p>	Event	215	10	4.65%	7	0	2	4	0
April 15, 2024 1:36 PM PDT	 Image	 <p>ASM Wallis Tour    Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Facility Friday! Support from our elected officials has been instrumental in makin...</p>	Event	125	23	18.4%	10	0	0	16	0

Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 19.
April 10, 2024 10:48 PM PDT	 Image	 <p>water week            💧 This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastructure to bring it to your home. Learn more at <a href="http://QuenchCA.com">QuenchCA.com</a>            #NationalWaterWeek            #C...</p>		91	7	7.69%	8	0	0	0	0
April 10, 2024 12:17 PM PDT	 Image	 <p>Worker Wed - tight space            📣 Shout Out to Our Amazing C&amp;M Crew! 🌊            💧 To all the dedicated water workers laboring tirelessly in combined spaces, this one's for you! 🙌 Your unwavering commitment keeps our faucets flowing, our s...</p>	<a href="#">Worker Wed</a>	101	16	15.84%	16	0	0	7	0






Date	Format	Post	Labels	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 19.
April 03, 2024 2:06 PM PDT	 Image	 <p>Earth Day 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explore the Museum and deepen your unders...</p>	Event	82	10	12.2%	7	0	1	2	0
Total				2,313	199		152	5	9	132	119
Average				177.9	15.3	8.6%	11.7	0.4	0.7	10.2	9.2

# Twitter Account Overview (April 1 - 30, 2024)






Item 19.

Tweets Published	Total Likes	Total Retweets	Total Followers	Following
11	0	0	103	99
-1   -8.3%			-1   -1.0%	

### 3 Most Retweeted Posts

- 
**Earth Day**  
 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the wat... 0
- 
**Shout Out to Our Amazing C&M Crews!** 📷 Your unwavering commitment keeps our faucets flowing, our showers refresh... 0
- 
**water week**  
 This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastru... 0

### 3 Most Liked Posts

- 
**Earth Day**  
 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the wat... 0
- 
**Shout Out to Our Amazing C&M Crews!** 📷 Your unwavering commitment keeps our faucets flowing, our showers refresh... 0
- 
**water week**  
 This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastru... 0

3 Least Retweeted Posts



REAL Academy Interns

MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School

0

REA...



Customer Survey

Calling all valued customers! Help shape the future of your monthly statement by participating in our quick survey. ...

0



News Release Customer Survey

News Release Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesi...

0

3 Least Liked Posts

Item 19.



REAL Academy Interns

MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School

0

REA...



Customer Survey

Calling all valued customers! Help shape the future of your monthly statement by participating in our quick survey. ...

0




















News Release Customer Survey















News Release Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesi...

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Twitter Post Metrics (April 1 - 30, 2024)

Date	Format	Post	Labels	Retweets	Likes
<p>April 30, 2024 6:20 PM PDT</p>	<p> Image</p>	<p> REAL Academy Interns MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School REAL Academy! Kaleb and Gabriel met with Chad our Water Production Supervisor, who ...</p>		<p>0</p>	<p>0</p>
<p>April 29, 2024 1:17 PM PDT</p>	<p> Image</p>	<p> Customer Survey 📞 Calling all valued customers! 📞 Help shape the future of your monthly statement by participating in our quick survey. 💧 Let's make your water bill experience even better together! Use the QR code or g...</p>	<p>Customer Service</p>	<p>0</p>	<p>0</p>
<p>April 25, 2024 1:06 PM PDT</p>	<p> Image</p>	<p> News Release Customer Survey 💧 📰 News Release Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesigning the monthly water bill experience. For more information or to access the s...</p>	<p>News Releases</p>	<p>0</p>	<p>0</p>

Date	Format	Post	Labels	Retweets	Item 19.
April 23, 2024 5:57 PM PDT	 Image	 <p>News Release: Enhanced Rebates</p>  <p>News Release: MSWD reaffirms commitment to water conservation by announcing new and enhanced rebate offerings. These initiatives empower customers to upgrade their appliances and fixtures while co...</p>		0	0
April 22, 2024 4:55 PM PDT	 Image	 <p>Earth Day Event</p>  <p>News Release: MSWD Celebrates Earth Day with the Unveiling of DHS High School Student-Created 3D Watershed Model. The event, held at Cabot's Pueblo Museum, attracted community members and local...</p>		0	0
April 20, 2024 8:21 AM PDT	 Image	 <p>Cabots Event Happening today! 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student-created 3D model of the watershed! 🎉 This event is FREE and open to all! 🕒 10 am to 3 pm,...</p>		0	0

Date	Format	Post	Labels	Retweets	Item 19.
April 16, 2024 10:44 AM PDT	 Image	 <p>Earth Day Event   Join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed!   This event is FREE and open to all!  Join us on April 20, ...</p>		0	0
April 15, 2024 1:36 PM PDT	 Image	 <p>ASM Wallis Tour    Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Regional Water Reclamation Facility! Support from our elected officials has been instrumental in making this project possi...</p>		0	0
April 10, 2024 10:48 PM PDT	 Image	 <p>water week   This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastructure to bring it to your home. Learn more at <a href="https://t.co/WEoTegkvSB">https://t.co/WEoTegkvSB</a> #NationalW...</p>		0	0




Date	Format	Post	Labels	Retweets	Item 19.
April 10, 2024 2:11 PM PDT	 Image	 <p>📷 Shout Out to Our Amazing C&amp;M Crews! 📷 Your unwavering commitment keeps our faucets flowing, our showers refreshing, and our communities hydrated. 📷 #WorkerWed ❤️ <a href="https://t.co/x7ADynttym">https://t.co/x7ADynttym</a></p>		0	0
April 03, 2024 2:06 PM PDT	 Image	 <p>Earth Day 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Explore and deepen your understanding of our water. 🌿 Mark your calend...</p>	<div style="background-color: #f08080; border-radius: 10px; padding: 5px; text-align: center;">Event</div>	0	0
Total				0	0
Average				0.0	0.0

# Instagram Account Overview (April 1 - 30, 2024)


Item 19.

Posts Published	Total Followers	New Followers	Impressions	Reach	Profile Views
11	328	5	55,354	46,906	76
-1   -8.3%	-2   -0.6%	-1   -16.7%	-29,358   -34.7%	-30,404   -39.3%	+21   38.2%


### 3 Most Liked Posts

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**REAL Academy Interns**  
 🎉 MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School RE...

17
- 


**ASM Wallis Tour**  
 ❤️ 💧 Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Fa...

13
- 


**Earth Day Event**  
 🌍💧 Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new ...

8


### 3 Most Commented Posts

- 

**Earth Day**  
 🌍💧 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the wat...

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**Worker Wed - tight space**  
 🧑‍🔧👉 Shout Out to Our Amazing C&M Crew! 💧💧  
 To all the dedicated water workers laboring tirelessly in combined spaces, t...

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**water week**  
 💧 This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastru...

0


3 Least Liked Posts

- 



**Earth Day Event**

 **News Release: MSWD Celebrates Earth Day with the Unveiling of DHS High School Student-Created 3D Watershed Model**


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2
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**Customer Survey**

 **Calling all valued customers!** 

Your feedback is crucial to us! Help shape the future of your monthly statement by ...

3
- 

**News Release Customer Survey**

  **News Release MSWD Announces Customer Survey & Statement Redesign**

Mission Springs Water District is excited to anno...


3

3 Least Commented Posts


Item 19.

- 



**REAL Academy Interns**

 **MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School**

RE...

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**Customer Survey**

 **Calling all valued customers!** 

Your feedback is crucial to us! Help shape the future of your monthly statement by ...

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**News Release Customer Survey**

  **News Release MSWD Announces Customer Survey & Statement Redesign**

Mission Springs Water District is excited to anno...





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## Instagram Story Metrics (April 1 - 30, 2024)












Item 19.







Date	Story	Labels	Exits	Impressions	Reach	Replies	Taps Forward	Taps Back
<p><i>No stories found within the selected date range.</i></p>								

Instagram Post Metrics (April 1 - 30, 2024)




Date	Format	Post	Labels	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Video Views
April 30, 2024 6:20 PM PDT	 Image	 <p>REAL Academy Interns                      🎉MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School REAL Academy! First up, Kaleb and Gabriel met with Chad, our Water Production Supe...</p>		17	0	84	78	17	21.79%	0	
April 29, 2024 1:17 PM PDT	 Image	 <p>Customer Survey                      📞 Calling all valued customers! 📞                      Your feedback is crucial to us! Help shape the future of your monthly statement by participating in our quick survey. Click the link below to share your thoughts a...</p>	Customer Service	3	0	36	33	3	9.09%	0	

Date	Format	Post	Labels	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 19.
April 25, 2024 1:06 PM PDT	 Image	 <p>News Release Customer Survey</p>  <p>News Release MSWD Announces Customer Survey &amp; Statement Redesign</p> <p>Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesigning the monthly water bill...</p>	News Releases	3	0	35	29	3	10.34%	0	
April 23, 2024 5:58 PM PDT	 Image	 <p>News Release: Enhanced Rebates</p>  <p>News Release: MSWD Announces Enhanced Rebate Offerings</p> <p>Promoting Water Conservation and Savings</p> <p>Mission Springs Water District reaffirms its commitment to supporting water conservation by announc...</p>	News Releases	4	0	38	34	4	11.76%	0	

Date	Format	Post	Labels	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 19.
April 22, 2024 4:55 PM PDT	 Image	 <p>Earth Day Event   News Release:  MSWD Celebrates Earth Day with the Unveiling of DHS High School Student-Created 3D Watershed Model  In partnership with Cabot's Pueblo Museum and the Desert Hot Springs High Schoo...</p>	News Releases	2	0	50	44	2	4.55%	0	
April 20, 2024 8:21 AM PDT	 Image	 <p>Cabots Event  Happening today!    Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explore the Museum and d...</p>	Event	3	0	52	44	3	6.82%	0	
April 16, 2024 10:44 AM PDT	 Image	 <p>Earth Day Event    Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explor...</p>	Event	8	0	62	55	8	14.55%	0	

Date	Format	Post	Labels	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 19.
April 15, 2024 1:36 PM PDT	 Image	 <p>ASM Wallis Tour            ❤️💧 Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Facility Friday! Support from our elected officials has been instrumental in makin...</p>	Event	13	0	88	81	13	16.05%	0	
April 10, 2024 10:48 PM PDT	 Image	 <p>water week            💧 This National Water Week, take a second to remember where your water comes from. It takes hard work and infrastructure to bring it to your home. Learn more at QuenchCA.com #NationalWaterWeek #C...</p>		6	0	46	41	6	14.63%	0	
April 10, 2024 12:17 PM PDT	 Image	 <p>Worker Wed - tight space            🚧👏 Shout Out to Our Amazing C&amp;M Crew! 💧            To all the dedicated water workers laboring tirelessly in combined spaces, this one's for you! 🙌 Your unwavering commitment keeps our faucets flowing, our s...</p>	Worker Wed	6	0	50	46	6	13.04%	0	




Date	Format	Post	Labels	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 19.
April 03, 2024 2:06 PM PDT	 Image	 <p>Earth Day   Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🌍 Celebrate Earth Day with us, explore the Museum and deepen your unders...</p>	Event	6	0	52	48	6	12.5%	0	
Total				71	0	593	533	71		0	
Average				6.5	0.0	53.9	48.5	6.5	13.32%	0.0	

LinkedIn Account Overview (April 1 - 30, 2024)

Item 19.


<p>Posts Published</p> <p><b>6</b></p> <p>+1   20.0%</p>	<p>Likes</p> <p><b>50</b></p> <p>-9   -15.3%</p>	<p>Views</p> <p><b>63</b></p> <p>-20   -24.1%</p>	<p>Followers</p> <p><b>313</b></p> <p>+8   2.6%</p>
<p>Comments</p> <p><b>3</b></p> <p>-11   -78.6%</p>	<p>Impressions</p> <p><b>1,635</b></p> <p>-298   -15.4%</p>	<p>Clicks</p> <p><b>64</b></p> <p>-71   -52.6%</p>	<p>Engagement Rate</p> <p><b>7.66%</b></p> <p>0.0   -0.5%</p>

3 Most Engaging Posts

- 


ASM Wallis Tour

Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Fa...

8.6%
- 

REAL Academy Interns

MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School RE...

8.29%
- 


News Release Customer Survey

News Release MSWD Announces Customer Survey & Statement Redesign

Mission Springs Water District is excited to anno...


5.1%

3 Most Shared Posts

- 


ASM Wallis Tour

Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Fa...

1
- 

Earth Day Event

Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new ...

1
- 




News Release Customer Survey

News Release MSWD Announces Customer Survey & Statement Redesign

Mission Springs Water District is excited to anno...




1

3 Least Engaging Posts

	Earth Day 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the wat...	2.63%
	Cabots Event Happening today! 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student-created 3D...	3.39%
	Earth Day Event 🌍🌊 Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new ...	3.7%





3 Least Shared Posts







Item 19.





	REAL Academy Interns 🎉 MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School RE...	0
	Cabots Event Happening today! 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student-created 3D...	0
	Earth Day 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the wat...	0

LinkedIn Post Metrics (April 1 - 30, 2024)

Item 19.

Date	Format	Post	Labels	Shares	Clicks	Engagement Rate	Reactions	Impressions	Comments
April 30, 2024 6:20 PM PDT	 Image	 <p>REAL Academy Interns                      🎉MSWD welcomed two new Desert Hot Springs High School interns today through a partnership with the DHS High School REAL Academy! First up, Kaleb and Gabriel met with Chad, our Water Production Supe...</p>		0	21	8.29%	25	567	1
April 25, 2024 1:06 PM PDT	 Image	 <p>News Release Customer Survey                      💧📊 News Release                      MSWD Announces Customer Survey &amp; Statement Redesign                      Mission Springs Water District is excited to announce the launch of a customer survey aimed at redesigning the monthly water bill...</p>	<div style="background-color: #e6e6fa; border-radius: 10px; padding: 2px 5px; display: inline-block;">News Releases</div>	1	1	5.1%	3	98	0

Date	Format	Post	Labels	Shares	Clicks	Engagement Rate	Reactions	Impressions	Item 19.
April 20, 2024 8:21 AM PDT	 Image	 <p>Cabots Event Happening today! 🌍🌊 Join MSWD, Cabot's Museum, and DHS High School Real Academy as we unveil a new student- created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explore the Museum and d...</p>	Event	0	0	3.39%	2	59	0
April 16, 2024 10:44 AM PDT	 Image	 <p>Earth Day Event 🌍🌊 Mark your calendars and join MSWD, Cabot's Pueblo Museum, and the DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explor...</p>	Event	1	0	3.7%	3	108	0
April 15, 2024 1:36 PM PDT	 Link	 <p>ASM Wallis Tour 💙💧 Grateful to Assemblyman Greg Wallis for visiting and touring MSWD's new Nancy Wright Regional Water Reclamation Facility Friday! Support from our elected officials has been instrumental in makin...</p>	Event	1	49	8.6%	30	930	0

Date	Format	Post	Labels	Shares	Clicks	Engagement Rate	Reactions	Impressions	Item 19.
April 03, 2024 2:06 PM PDT	 Image	 <p>Earth Day    Join MSWD, Cabot's Museum, and DHS High School REAL Academy as we unveil a new student-created 3D model of the watershed! 🎉 Celebrate Earth Day with us, explore the Museum and deepen your unders...</p>	Event	0	0	2.63%	2	76	0
Total				3	71		65	1,838	1
Average				0.5	11.8	5.29%	10.8	306.3	0.2