



# BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, June 15, 2023 at 3:00 PM

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

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 VIRTUALTY 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. ANNOUNCEMENT AND VERIFICATION OF REMOTE MEETING PARTICIPATION PURSUANT TO AB 2449 OR GC 54953(b)
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
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

**ACTION ITEMS****8. PUBLIC HEARING (MONDAY 6/19/2023) - RESOLUTION 2023-09 ~ TO ESTABLISH WATER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2023-09 making determination to fix, levy and collect water service standby assessments for fiscal year 2023-2024.

**9. PUBLIC HEARING (MONDAY 6/19/2023) - RESOLUTION 2023-10 ~ TO ESTABLISH SEWER STANDBY ASSESSMENTS**

It is recommended to adopt Resolution No. 2023-10 making determination to fix, levy and collect sewer service standby assessments for fiscal year 2023-2024.

**10. RESOLUTION 2023-11 ~ ADDITION OF DELINQUENT ACCOUNTS TO COUNTY TAX ROLLS**

It is recommended to adopt Resolution No. 2023-11 requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2023-2024 Riverside County Tax Rolls.

**11. FISCAL YEAR 2023-24 BUDGET**

A. It is recommended to adopt Resolution No. 2023-12, adopting the Operating and Capital Budgets FY 2023-24.

B. It is recommended to adopt Resolution No. 2023-13, adopting its Appropriations Limit for FYE June 30, 2024.

C. It is recommended to adopt Resolution No. 2023-14, adopting its Employee Classification Plan effective July 1, 2023.

**12. RESOLUTION 2023-15 ~ AMENDING CLASSIFICATION AND COMPENSTATION PLANS FOR FY 2022-23, FY 2021-22, FY 2020-21 AND FY 2019-20**

It is recommended to adopt Resolution 2023-15, which rescinds Resolutions 2022-13, 2021-12, 2020-15, and 2019-17 and amends FY 2022-23, FY 2021-22, FY 2020-21 and FY 2019-2020 Classification and Compensation Plans for its employees.

**13. CONTRACT AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC., FOR A LONG-RANGE FINANCIAL MASTER PLAN AND COST OF SERVICES REVIEW**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$95,000 with Raftelis, for a long-range financial master plan and cost of services review.

**14. CONTRACT AGREEMENT WITH TKE ENGINEERING, INC. FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$250,000 with the option to extend for four (4) additional one (1) year terms not to exceed five (5) years, with TKE Engineering, Inc, for On-Call Professional General Engineering Services.

- 15. CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2023-2024** It is recommended to authorize the General Manager to approve a one-year contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for Fiscal Year 2023-2024, with the option to extend the agreement for two additional years and negotiate a revised price, if any. The not to exceed amounts are \$93,115.00 for fiscal year 2023-24, and \$81,730.00 for fiscal years 2024-25 and 2025-26.
- 16. ACCEPTANCE OF THE WATER SUPPLY ASSESSMENT (WSA) AND WATER SUPPLY VERIFICATION (WSV) FOR THE GREEN DAY VILLAGE DEVELOPMENT**  
It is recommended that the Board accept and approve the Water Supply Assessment (WSA) and Water Supply Verification (WSV) for the Green Day Village Development.
- 17. ACCEPTANCE OF THE WELL 24 ELECTRICAL PANEL REHABILITATION PROJECT**  
It is recommended to accept the Well 24 Electrical Panel Rehabilitation Project as complete and authorize the release of retention money held for R.I.C. Construction Co. Inc. in the amount of \$27,792.31, thirty-five days after filing the Notice of Completion (NOC), and approve Amendment No. 5 with Murow Development Consultants for construction management and inspection services in the amount of \$6,312.50.

#### DISCUSSION ITEMS

- 18. NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 19. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**
- 20. SUPPLEMENTAL ENVIROMENTAL PROJECT 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.*

- 21. APPROVAL OF MINUTES**  
It is recommended to approve the minutes as follows:  
  
May 15, 2023 - Board Meeting
- 22. REGISTER OF DEMANDS**  
The register of demands totaling \$8,748,542.02
- 23. ACCEPTANCE OF AMENDED GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITIES EASEMENT ~ T.T. GROUP, INC. VINTAGE CAMPER RESORT**  
It is recommended to authorize the General Manager to sign the Certificate of Acceptance, approving and accepting the Amended Grant Easement Deed from T.T. Group Inc., dated May 24, 2023, for a public water utilities easement, located on APN: 656-050-001, City of Desert Hot Springs, CA.

**REPORTS**

**24. DIRECTOR'S REPORTS**

**25. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Update

**COMMENTS**

**26. DISTRICT COUNSEL COMMENTS**

**27. DIRECTOR COMMENTS**

**CLOSED SESSION**

**28. PUBLIC EMPLOYEE APPOINTMENT**

Pursuant to Government Code Section 54957  
Title: General Manager

**29. REPORT ON ACTION TAKEN DURING CLOSED SESSION**

**30. 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 June 12, 2023, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).

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Arden Wallum  
Secretary of the Board of Directors

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

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



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## HUMAN RESOURCES REPORT

### PERSONNEL ACTIVITY FOR THE PERIOD MAY 1-31, 2023

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#### NEW HIRES

None

#### ANNIVERSARIES

Joseph McElrone	Collections Operator II	2 Year
Alexander Nine	Field Operations Technician II	6 Years

#### PROMOTIONS

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARTURO CEJA – DIRECTOR OF FINANCE

**FOR:** ACTION  DIRECTION  INFORMATION

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## RESOLUTION 2023-09 - TO ESTABLISH WATER STANDBY ASSESSMENTS

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### STAFF RECOMMENDATION:

Adopt Resolution 2023-09 making determination to fix, levy and collect water standby assessments for fiscal year 2023-2024.

### SUMMARY

The District is required to conduct a public hearing for the purpose of placing water standby charges on the Riverside County property tax roll. The standby charges apply to certain properties that have not been disallowed by California Proposition 218. The standby assessment is deleted from the tax rolls when the subject property acquires water service.

### ANALYSIS

Standby charges were developed for the purpose of paying the costs to maintain water lines that front undeveloped property. California Proposition 218 precludes any additional properties from being added to the standby rolls. The proposition does not require the cessation of charges on existing properties prior to the passage of the Proposition. The standby charge that was in effect at the time of passage of Proposition 218 cannot be increased. The standby assessment roll will eventually disappear as the affected properties are developed.

### FISCAL IMPACT

Estimated revenue to be generated by the proposed water standby charges for the ensuing fiscal year beginning July 1, 2023, is \$232,961.12.

### ATTACHMENTS

Resolution 2023-09  
 2023-2024 Standby Summary Listings  
 Public Hearing Notice

**RESOLUTION NO. 2023-09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS  
WATER DISTRICT MAKING ITS DETERMINATION TO FIX, LEVY AND COLLECT  
WATER STANDBY ASSESSMENTS FOR THE FISCAL YEAR 2023-2024**

**WHEREAS**, by Resolution No. 66-23 in 1966, the Board of Directors elected to proceed under Section 31032.1 of the Water Code to fix, levy and collect water standby assessments to finance, in part, the capital costs and maintenance and operation expenses for the facilities which provides water service availability to the properties upon which it levied; and

**WHEREAS**, a written Report of Water Standby Assessments for 2023-2024 was prepared by Willdan Financial Services using the same methodology as was used in 1966 and in subsequent years, and which report was filed with the District Secretary; and

**WHEREAS**, the Secretary has caused notice of time and place for public hearing on the Report of Water Standby Assessments to be published and mailed pursuant to Section 31032.2 of the Water Code; and

**WHEREAS**, a public hearing was held on said Report at the time and place specified in said notice; and

**WHEREAS**, at said public hearing, all objections or protests to said Report were heard and considered by the Board of Directors;

**NOW, THEREFORE**, the Board of Directors of Mission Springs Water District does hereby **RESOLVE, DETERMINE AND ORDER** as follows:

Section 1. The Board of Directors has found and determined that the water standby assessment is levied to finance, in part, the capital costs and maintenance and operation expenses for the facilities which provide water service availability to the properties upon which it levied.

Section 2. That all objections and protests to the Report of Water Standby Assessments received have been considered and are hereby overruled.

Section 3. That the Report and each water standby assessment contained therein is hereby approved and adopted.

Section 4. That the water standby assessments for Improvement District Nos. 2, "B", "F", "G" and Service Area No. 2 for the fiscal year commencing July 1, 2023 and ending June 30, 2024, be and are hereby fixed as follows:

- a. \$26.80 for each parcel of land less than an acre, which abuts a street or easement in which a water distribution line operated by the district is located.
- b. \$26.80 per acre for each parcel of land of an acre, and any portion in excess thereof will be charged \$26.80 times the actual acreage located within a distance of approximately 330 feet from the centerline of the street or easement in which a water distribution line operated by the district is located; provided, however, that such parcel abuts said street or easement.

- c. \$13.40 per acre for each parcel of land of an acre, and any portion in excess thereof will be charged \$13.40 times the actual acreage located within a distance of approximately 330 feet to 1320 feet from the centerline of a street or easement in which a water distribution line operated by the district is located; provided, however, that such parcel abuts said street or easement.

Section 5. That the water standby assessment for Improvement District Nos. 2, "B", "F", "G" and Service Area No. 2 shall not apply to certain parcels of land as follows:

- a. Parcels of land which do not abut a street or easement in which a water distribution line operated by the district is located.
- b. Parcels of land less than an acre on which an active metered service connection exists at the time the report is prepared.
- c. With respect to parcels of an acre or more, one acre of land shall be exempted from the water standby assessment for each active metered service connection which exists thereon at the time the report is prepared.

Section 6. That the Secretary shall file with the Riverside County Auditor, in the time and manner specified by the County Auditor, a copy of such written Report with a statement endorsed thereon over the signature of the Secretary that such report was finally adopted by this Board of Directors; and the County Auditor shall enter the amount of such assessments against the respective lots or parcels of land as they appear on the current assessment roll, pursuant to Section 31032.4 of the Water Code.

Section 7. That the County Tax Collector shall include the amount of such assessments on bills for taxes levied against the respective lots and parcels of land, and thereafter, the amount of such assessments shall be collected at the same time and in the same manner and by the same persons, as together with and not separately from, the general taxes for the District, and shall be delinquent at the same time and thereafter be subject to the same delinquency penalties, pursuant to Section 31032.6 of the Water Code.

**ADOPTED** this \_\_\_\_ day of June 2023, by the following vote:

- Ayes:
- Noes:
- Abstain:

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

ATTEST:

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



Mission Springs Water District Standby Water 684868 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$31,121.98
Count					659

Mission Springs Water District Standby Water 684859 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$24,650.22
Count					121

Mission Springs Water District Standby Water 684866 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$127,583.58
Count					3,425

Mission Springs Water District Standby Sewer 684856 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$2,206.34
Count					52

Mission Springs Water District Standby Sewer 684853 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$47,399.00
Count					411

Mission Springs Water District TOTAL Standby Water Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$232,961.12
Count					4,668

**PROOF OF  
PUBLICATION**

**STATE OF CALIFORNIA SS.  
COUNTY OF RIVERSIDE**

MISSION SPRINGS WATER DIST- LG  
66575 2ND ST

DESERT HOT SPRINGS CA 92240

I am over the age of 18 years old, a citizen of the United States and not a party to, or have interest in this matter. I hereby certify that the attached advertisement appeared in said newspaper (set in type not smaller than non paniel) in each and entire issue of said newspaper and not in any supplement thereof of the following issue dates, to wit:

05/26/2023, 06/02/2023

I acknowledge that I am a principal clerk of the printer of The Desert Sun, published weekly in the City of Palm Springs, County of Riverside, State of California. The Desert Sun was adjudicated a Newspaper of general circulation on March 24, 1988 by the Superior Court of the County of Riverside, State of California Case No. 191236.

I certify under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.. Executed on this 2nd of June 2023 in Green Bay, WI, County of Brown.

  
\_\_\_\_\_  
DECLARANT

Ad#:0005710564

P O : Standby wtr swr 2-23

**This is not an invoice**

# of Affidavits: 1

**MISSION SPRINGS WATER DISTRICT  
NOTICE OF PUBLIC HEARINGS  
WATER & SEWER STANDBY ASSESSMENTS**

On Monday, June 19, 2023, at 3 p.m. the Board of Directors of Mission Springs Water District will conduct a public hearing on its annual water and sewer standby assessments for the 2023-2024 Fiscal Year, which are collected on property tax bills of affected properties. The Board will hear and consider all comments regarding this assessment at this public hearing. The public hearing on this assessment will be held in person and/or via Zoom at 66575 2nd Street, Desert Hot Springs, CA 92240. Public wishing to appear via Zoom, can use the dial by phone feature +1(408)638-0968 Meeting ID: 822 065 5340 or by video <https://us02web.zoom.us/j/8220655340>.

These annual assessments finance the ongoing cost of maintaining and operating the water distribution lines and sewer collection lines, which provide water and sewer service access to certain properties and are based upon the proximity of those properties to water and/or sewer lines. **No change is recommended from last year's assessment criteria.** A report showing the proposed assessment and methodology will be available for viewing, by appointment, fourteen days (14 days) prior to the public hearings, at the district offices located at 66575 2nd St., Desert Hot Springs CA, or information may be obtained by calling 760-329-6448 ext. 134.

/s/Arden Wallum  
Secretary, Mission Springs Water District  
Published: 5-26, 6-2/2023

**MISSION SPRINGS WATER DISTRICT  
NOTICE OF PUBLIC HEARINGS  
WATER & SEWER STANDBY ASSESSMENTS**

On Monday, June 19, 2023, at 3 p.m. the Board of Directors of Mission Springs Water District will conduct a public hearing on its annual water and sewer standby assessments for the 2023-2024 Fiscal Year, which are collected on property tax bills of affected properties. The Board will hear and consider all comments regarding this assessment at this public hearing. The public hearing on this assessment will be held in person and/or via Zoom at 66575 2nd Street, Desert Hot Springs, CA 92240. Public wishing to appear via Zoom, can use the dial by phone feature +1(408)638-0968 Meeting ID: 822 065 5340 or by video <https://us02web.zoom.us/j/8220655340>.

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/s/Arden Wallum  
Secretary, Mission Springs Water District  
Published: 5-26, 6-2/2023

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARTURO CEJA – DIRECTOR OF FINANCE

**FOR:** ACTION  DIRECTION  INFORMATION

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## RESOLUTION 2023-10 -TO ESTABLISH SEWER STANDBY ASSESSMENTS

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### STAFF RECOMMENDATION:

Adopt Resolution 2023-10 making determination to fix, levy and collect sewer standby assessments for fiscal year 2023-2024.

### SUMMARY

The District is required to conduct a public hearing for the purpose of placing sewer standby charges on the Riverside County property tax roll. The standby charges apply to certain properties that have not been disallowed by California Proposition 218. The standby assessment is deleted from the tax rolls when the subject property acquires sewer service.

### ANALYSIS

Standby charges were developed for the purpose of paying the costs to maintain sewer lines that front undeveloped property. California Proposition 218 precludes any additional properties from being added to the standby rolls. The proposition does not require the cessation of charges on existing properties prior to the passage of the Proposition. The standby charge that was in effect at the time of passage of Proposition 218 cannot be increased. The standby assessment roll will eventually disappear as the affected properties are developed.

### FISCAL IMPACT

Estimated revenue to be generated by the proposed standby charge for the ensuing fiscal year beginning July 1, 2023, is \$12,950.50.

### ATTACHMENTS

Resolution 2023-10  
 2023-2024 Standby Summary Listings  
 Public Hearing Notice

**RESOLUTION NO. 2023-10**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS  
WATER DISTRICT MAKING ITS DETERMINATION TO FIX, LEVY AND  
COLLECT SEWERAGE AND WASTE SERVICE STANDBY  
ASSESSMENTS FOR THE FISCAL YEAR 2023-2024**

**WHEREAS**, by Resolution No. 74-12 in 1974, the Board of Directors elected to proceed under Section 31104 of the Water Code to fix, levy and collect sewerage and waste service standby assessments in Improvement District "S"; and

**WHEREAS**, a written Report of Sewerage and Waste Service Standby Assessments for Fiscal Year 2023-2024 was prepared by Willdan Financial Services using the same methodology as was used in 1974 and in subsequent years, and which Report was filed with the District Secretary; and

**WHEREAS**, the sewerage and waste standby assessment is levied to finance, in part, the capital costs and maintenance and operation expenses for the facilities which provide sewerage and waste service availability to the properties upon which it is levied; and

**WHEREAS**, the Secretary has caused notice of time and place for public hearing on the Report of Sewerage and Waste Service Standby Assessments to be published and mailed pursuant to Section 31032.2 of the Water Code; and

**WHEREAS**, a public hearing was held on said Report at the time and place specified in said notice; and

**WHEREAS**, at said public hearing, all objections or protests to said Report were heard and considered by the Board of Directors;

**NOW, THEREFORE**, the Board of Directors of Mission Springs Water District does hereby **RESOLVE, DETERMINE, AND ORDER** as follows:

Section 1. The Board of Directors has found and determined that the sewerage and waste standby assessment is levied to finance, in part, the capital costs and maintenance and operation expenses for the facilities, which provide sewerage and waste service availability to the properties upon which it is levied.

Section 2. That all objections and protests to the Report of Sewerage and Waste Service Standby Assessments received have been considered and are hereby overruled.

Section 3. That the Report and each sewerage and waste service standby assessment contained therein is hereby approved and adopted.

Section 4. That the sewerage and waste service standby assessments for Improvement District "S" for the fiscal year commencing July 1, 2023, and ending June 30, 2024, be and are hereby fixed as follows:

- a. \$10.00 for each parcel of land less than an acre, which abuts a street or easement in which a sewage collection line operated by the district is located.

- b. \$10.00 per acre for each parcel of land of an acre, and any portion in excess thereof will be charged \$10.00 times the actual acreage located within a distance of approximately 330 feet from the centerline of a street or easement in which a sewage collection line operated by the district is located; provided that such parcel abuts said street or easement.

Section 5. That the sewerage and waste service standby assessment for Improvement District "S" shall not apply to certain parcels of land as follows:

- a. Parcels of land, which do not abut a street or easement in which a sewage collection line operated by the district is located.
- b. Parcels of land less than an acre on which an active service connection exists at the time the report is prepared.
- c. With respect to parcels of one acre or more, one acre shall be exempted from the assessment for each equivalent single-family residential service connection, which is active and exists thereon at the time the report is prepared.

Section 6. That the Secretary shall file with the Riverside County Auditor in the time and manner specified by the County Auditor a copy of such written Report with a statement endorsed thereon over the signature of the Secretary that such report was finally adopted by this Board of Directors and the County Auditor shall enter the amount of such assessments against the respective lots or parcels of land as they appear on the current assessment roll, pursuant to section 31032.4 of the Water Code.

Section 7. That the County Tax Collector shall include the amount of such assessments on bills for taxes levied against the respective lots and parcels of land, and thereafter, the amount of such assessments shall be collected at the same time and in the same manner and by the same persons, as together with and not separately from, the general taxes for the District, and shall be subject to the same delinquency period.

**ADOPTED** this \_\_\_\_ day of June 2023, by the following vote:

- Ayes:
- Noes:
- Abstain:

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

ATTEST:

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

Mission Springs Water District Standby Sewer 684870 Fiscal Year 2023/2024 Preliminary Assessment Roll					
APN	APN	Name	SitusNumber	SitusStreet	Charge
Total					\$12,950.50
Count					1,086

**PROOF OF  
PUBLICATION**

**STATE OF CALIFORNIA SS.  
COUNTY OF RIVERSIDE**

MISSION SPRINGS WATER DIST- LG  
66575 2ND ST

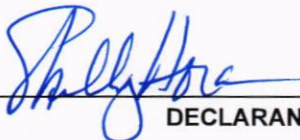
DESERT HOT SPRINGS CA 92240

I am over the age of 18 years old, a citizen of the United States and not a party to, or have interest in this matter. I hereby certify that the attached advertisement appeared in said newspaper (set in type not smaller than non paniel) in each and entire issue of said newspaper and not in any supplement thereof of the following issue dates, to wit:

05/26/2023, 06/02/2023

I acknowledge that I am a principal clerk of the printer of The Desert Sun, published weekly in the City of Palm Springs, County of Riverside, State of California. The Desert Sun was adjudicated a Newspaper of general circulation on March 24, 1988 by the Superior Court of the County of Riverside, State of California Case No. 191236.

I certify under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.. Executed on this 2nd of June 2023 in Green Bay, WI, County of Brown.

  
\_\_\_\_\_  
**DECLARANT**

Ad#:0005710564

P O : Standby wtr swr 2-23

**This is not an invoice**

# of Affidavits: 1

**MISSION SPRINGS WATER DISTRICT  
NOTICE OF PUBLIC HEARINGS  
WATER & SEWER STANDBY ASSESSMENTS**

On Monday, June 19, 2023, at 3 p.m. the Board of Directors of Mission Springs Water District will conduct a public hearing on its annual water and sewer standby assessments for the 2023-2024 Fiscal Year, which are collected on property tax bills of affected properties. The Board will hear and consider all comments regarding this assessment at this public hearing. The public hearing on this assessment will be held in person and/or via Zoom at 66575 2nd Street, Desert Hot Springs, CA 92240. Public wishing to appear via Zoom, can use the dial by phone feature +1(408)638-0968 Meeting ID: 822 065 5340 or by video <https://us02web.zoom.us/j/8220655340>.

These annual assessments finance the ongoing cost of maintaining and operating the water distribution lines and sewer collection lines, which provide water and sewer service access to certain properties and are based upon the proximity of those properties to water and/or sewer lines. **No change is recommended from last year's assessment criteria.** A report showing the proposed assessment and methodology will be available for viewing, by appointment, fourteen days (14 days) prior to the public hearings, at the district offices located at 66575 2nd St., Desert Hot Springs CA, or information may be obtained by calling 760-329-6448 ext. 134.

/s/Arden Wallum  
Secretary, Mission Springs Water District  
Published: 5-26, 6-2/2023

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/s/Arden Wallum  
Secretary, Mission Springs Water District  
Published: 5-26, 6-2/2023

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARTURO CEJA – DIRECTOR OF FINANCE

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

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## RESOLUTION 2023-11 - ADDITION OF DELINQUENT ACCOUNTS TO THE 2023-2024 COUNTY TAX ROLLS

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### STAFF RECOMMENDATION

Adopt Resolution No. 2023-11, requesting Addition of Delinquent Water and Sewer Charges and Other Fees of \$5.00 or more to the 2023-2024 Riverside County Tax Rolls.

### SUMMARY

Pursuant to Water Code sections 31701 and 31701.5, account balances in excess of \$5.00 and more than 60 days delinquent are placed on the County tax rolls annually.

### ANALYSIS

Approximately \$562,701.74 of delinquent balances are proposed to be added to the 2023-2024 tax rolls.

### FISCAL IMPACT

There is no additional revenue to the District, just collection of outstanding delinquent accounts. These amounts have already been included in revenue in the month they were charged.

### ATTACHMENTS

Resolution 2023-11

Exhibit A - Delinquent accounts listing.



**RESOLUTION NO. 2023-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT REQUESTING ADDITION OF DELINQUENT WATER AND SEWER CHARGES AND OTHER FEES OF \$5.00 OR MORE TO THE 2023-2024 RIVERSIDE COUNTY TAX ROLLS**

**BE IT RESOLVED** by the Board of Directors of Mission Springs Water District that, pursuant to Sections 31701 and 31701.5 of the Water Code, district charges of \$5.00 or more that remain delinquent and unpaid for 60 days or more as of July 1, 2023 (Exhibit "A") are to be added to, and become a part of, the annual taxes on the applicable properties; and

**BE IT FURTHER RESOLVED** that this charge is levied without regard to property valuation, and that certified copies of this Resolution be forwarded by the District Secretary to the Riverside County Board of Supervisors and the Riverside County Auditor.

**ADOPTED** this \_\_\_\_ day of June 2023, by the following vote:

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

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

ATTEST:

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

APN	ACCOUNT BALANCE	OTHER	WO FLAG	APN	ACCOUNT BALANCE	OTHER	WO FLAG
6683600157	648.35	-648.35	T	6632700011	8,015.72	-2,792.93	T
6571420120	1,917.61	-1,396.66	T	6632700011	8,015.72	-5,222.79	T
6571420120	1,917.61	-520.95	T	6672700790	164.51	-42.23	T
6672200025	1,825.00	-1,825.00	T	6672700790	164.51	-122.28	T
6683600278	2,189.60	-2,189.60	T	6570840011	38.73	-38.73	T
6683800193	1,208.46	-1,208.46	T	6570910112	7.65	-7.65	T
6561810146	1,347.24	-1,198.32	T	6571020083	81.86	-81.86	T
6561810146	1,347.24	-148.92	T	6571520275	125.38	-125.38	T
5173300205	1,411.43	-1,411.43	T	6561710365	10.55	-10.55	T
5172220047	752.56	-752.56	T	6561920074	104.64	-104.64	T
6564200825	3,687.05	-2,279.46	T	6562430170	13.63	-13.63	T
6564200825	3,687.05	-1,407.59	T	6572120027	170.91	-170.91	T
5171620185	2,994.17	-2,994.17	T	6572120027	50.96	-50.96	T
5172000467	753.04	-753.04	T	5171420017	319.87	-319.87	T
5171530022	5,357.30	-5,357.30	T	6412610024	6.94	-6.94	T
6412710070	1,588.90	-1,588.90	T	6413010104	208.13	-208.13	T
6412710070	1,588.90	-1,588.90	T	6413110303	76.41	-76.41	T
6412710058	1,224.26	-691.53	T	6413040136	129.11	-125.46	T
6412710058	1,224.26	-532.73	T	6413040136	129.11	-3.65	T
6680600259	1,152.26	-1,152.26	T	6633410065	5.45	-5.45	T
6630200030	5,024.30	-5,024.30	T	6391810031	7.91	-7.91	T
6411610542	1,003.49	-693.30	T	6650300178	19.66	-19.66	T
6411610542	1,003.49	-310.19	T	6650300178	21.01	-21.01	T
6391810547	1,003.25	-1,003.25	T	6572010166	129.29	-129.29	T
5173400064	8,089.93	-8,089.93	T	6630410057	132.46	-132.46	T
5172500275	18,295.23	-18,295.23	T	6630410079	8.21	-8.21	T
5173400064	4,492.52	-4,492.52	T	6392020486	70.84	-70.84	T
5173400064	34,678.48	-34,678.48	T	6631100115	2,489.95	-2,489.95	T
6630320037	2,898.64	-2,898.64	T	6662010128	9.54	-9.54	T
5173400064	1,909.98	-1,909.98	T	6411210119	97.06	-97.06	T
6680700018	1,815.60	-1,815.60	T	6411210175	90.72	-90.72	T
6564700424	1,606.03	-1,606.03	T	6411010117	127.55	-127.55	T
6410310485	5,255.91	-2,247.99	T	6411010018	39.00	-10.56	T
6410310485	5,255.91	-3,007.92	T	6411010018	39.00	-28.44	T
6650300376	1,279.26	-1,279.26	T	6611120117	21.18	-21.18	T
6650300376	61,294.61	-61,294.61	T	6392120036	105.74	-105.74	T
6632220067	3,527.22	-3,527.22	T	6540950146	64.56	-64.56	T
6412620038	829.13	-527.41	T	6392120092	1,727.69	-1,727.69	T
6412620038	829.13	-301.72	T	6392410355	804.95	-804.95	T
6631400327	1,186.21	-1,186.21	T	6541330011	49.60	-49.60	T
6631400372	853.00	-853.00	T	6614700334	121.67	-121.67	T
6392020419	1,557.82	-1,363.66	T	6614000085	118.05	-118.05	T
6392020419	1,557.82	-194.16	T	6392420095	106.11	-106.11	T
6392020431	5,043.59	-1,747.86	T	6392310408	3,057.69	-3,057.69	T
6392020431	5,043.59	-3,295.73	T	6392310255	4,975.17	-4,975.17	T
6413210063	1,557.82	-1,363.66	T	6611120261	59.61	-59.61	T
6413210063	1,557.82	-194.16	T	6410310342	25.49	-25.49	T
6411320014	2,476.81	-1,520.60	T	6392830113	34.57	-34.57	T
6411320014	2,476.81	-956.21	T	6392740182	525.50	-463.59	T
6630810424	850.10	-850.10	T	6392740182	525.50	-61.91	T

APN	ACCOUNT BALANCE	OTHER	WO FLAG		APN	ACCOUNT BALANCE	OTHER	WO FLAG
6663920053	753.41	-753.41	T		6392730134	100.32	-100.32	T
6664220066	5,985.12	-5,985.12	T		6634200070	202.23	-202.23	T
6664220044	1,286.74	-1,286.74	T		6383160085	139.86	-110.17	T
6631200105	13,935.46	-13,935.46	T		6383160085	139.86	-29.69	T
6662400284	3,721.29	-3,721.29	T		6633120087	867.91	-617.29	T
6630700419	956.97	-956.97	T		6633120087	867.91	-250.62	T
6630700420	893.43	-893.43	T		6633110161	123.46	-123.46	T
6630700354	2,141.43	-2,141.43	T		6442620017	134.14	-134.14	T
6662110031	1,415.35	-1,415.35	T		6442620062	534.22	-534.22	T
6662120056	1,239.19	-1,239.19	T		6615510103	363.91	-363.91	T
6672020128	781.33	-781.33	T		6440550017	5.45	-5.45	T
6411110118	3,742.19	-3,352.20	T		6421860029	172.06	-172.06	T
6411110118	3,742.19	-389.99	T		6421920040	308.89	-308.89	T
6662030070	696.79	-696.79	T		6410310111	96.87	-96.87	T
6411040149	1,548.77	-1,355.74	T		6422140036	9.69	-9.69	T
6411040149	1,548.77	-193.03	T		6441710159	9,999.70	-9,999.70	T
6411020198	581.56	-265.00	T		6441710115	1,640.15	-1,546.93	T
6411020198	581.56	-316.56	T		6441710115	1,640.15	-93.22	T
6411020198	1,649.81	-1,649.81	T		6410510113	49.74	-49.74	T
6411020187	938.18	-424.19	T		6410510135	445.90	-445.90	T
6411020187	938.18	-513.99	T		6441540046	771.83	-677.62	T
6411210108	552.73	-552.73	T		6441540046	771.83	-94.21	T
6661600078	1,711.98	-1,711.98	T		6410520183	12,618.87	-12,618.87	T
6391920189	1,557.82	-1,363.66	T		6440920045	105.03	-105.03	T
6391920189	1,557.82	-194.16	T		6440630056	30.99	-30.99	T
6392410212	4,318.64	-2,471.56	T		6440410058	410.05	-410.05	T
6392410212	4,318.64	-1,847.08	T		6421050028	923.85	-467.74	T
6612910078	615.72	-600.05	T		6421050028	923.85	-97.39	T
6612910078	615.72	-15.67	T		6420220187	379.19	-379.19	T
6611110334	1,056.35	-1,056.35	T		6391710140	111.69	-111.69	T
6614300538	41,461.56	-41,461.56	T		6391330021	87.67	-87.67	T
661470009	694.12	-694.12	T		6391230086	387.89	-387.89	T
6392510048	904.77	-904.77	T		6391230020	44.87	-44.87	T
6610820072	741.86	-741.86	T		6381830151	9.99	-9.99	T
6392320401	927.40	-927.40	T		6381710121	23.55	-23.55	T
6613500113	1,003.81	-803.96	T		6380810190	76.89	-76.89	T
6613500113	1,003.81	-199.85	T		6381310248	106.09	-106.09	T
6540820234	1,597.05	-925.39	T		6381320186	122.98	-122.98	T
6540820234	1,597.05	-671.66	T					
6540820157	1,850.05	-1,366.36	T					
6540820157	1,850.05	-483.69	T				-55,618.44	
6410210011	746.21	-181.10	T					
6410210011	746.21	-565.11	T					
6410320444	3,417.49	-3,185.32	T					
6410320444	3,417.49	-232.17	T					
6392730013	3,978.86	-1,171.82	T					
6392730013	3,978.86	-2,807.04	T					
6392720054	11,090.78	-4,952.10	T					
6392720054	11,090.78	-6,138.68	T					
6392720043	7,105.67	-2,260.07	T					

APN	ACCOUNT BALANCE	OTHER	WO FLAG		APN	ACCOUNT BALANCE	OTHER	WO FLAG
6392720043	7,105.67	-4,845.60	T					
6392720153	85,961.22	-37,542.73	T					
6392720153	85,961.22	-48,418.49	T					
6392720087	42,920.67	-19,516.38	T					
6392720087	42,920.67	-23,404.29	T					
6410620018	2,446.24	-1,949.48	T					
6410620018	2,446.24	-496.76	T					
6392720131	10,465.14	-5,056.49	T					
6392720131	10,465.14	-5,408.65	T					
6392610160	1,448.47	-689.69	T					
6392610160	1,448.47	-758.78	T					
6392610160	513.32	-210.32	T					
6392610160	513.32	-303.00	T					
6634110193	6,109.75	-5,396.02	T					
6634110193	6,109.75	-713.73	T					
6382800304	1,908.59	-1,908.59	T					
6384120224	497.77	-897.77	T					
6383150015	1,029.41	-741.00	T					
6383150015	1,029.41	-288.41	T					
6410510014	545.93	-545.93	T					
6612010211	603.01	-603.01	T					
6410510245	757.37	-340.80	T					
6410510245	757.37	-416.57	T					
6440720087	4,796.11	-4,262.38	T					
6440720087	4,796.11	-533.73	T					
6440710183	2,133.43	-1,955.27	T					
6440710183	2,133.43	-178.16	T					
6410520293	896.60	-556.03	T					
6410520293	896.60	-340.57	T					
6641500040	1,652.48	-1,652.48	T					
6611720025	685.56	-685.56	T					
6421630040	859.30	-859.30	T					
6420410054	5,662.48	-1,829.52	T					
6420410054	5,662.48	-3,832.96	T					
6391240045	897.06	-897.06	T					
6382010079	1,298.70	-1,298.70	T					
6381730336	8,819.74	-8,115.98	T					
6381730336	8,819.74	-703.76	T					
		-507,083.30						
				COMBINED TOTAL:		-562,701.74		

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARTURO CEJA – DIRECTOR OF FINANCE

**FOR:** ACTION  DIRECTION  INFORMATION

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**RESOLUTIONS 2023-12, 2023-13 AND 2023-14  
2023-2024 OPERATING AND CAPITAL BUDGET,  
APPROPRIATIONS LIMIT AND CLASSIFICATION PLAN**

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## STAFF RECOMMENDATION

Adopt the following resolutions related to the fiscal year ending June 30, 2024, operating and capital budgets:

- 2023-12 Operating and Capital Budgets FY 2023-2024
- 2023-13 Appropriations Limit for FYE June 30, 2024
- 2023-14 Employee Classification Plan

## SUMMARY

The California Water Code requires that a budget be adopted by the Board by June 30. The 2023-2024 Operating and Capital budgets were presented in detail at the June 6, 2023, Board workshop. Staff recommends adoption as presented.

## ANALYSIS

As detailed in the materials handed out and discussed at the June 6, 2023, Board workshop.

## FISCAL IMPACT AND STRATEGIC PLAN IMPEMENTATION

As detailed in the materials handed out and discussed at the June 6, 2023, Board workshop.

## ATTACHMENTS

MSWD FY 2023-24 Operating & Capital Budget Report  
 2023-2024 Departmental Budgets  
 2023-2024 Capital Budget and Continuing Appropriations  
 2023-2024 Employee Classification Plan  
 2023-2024 Salary Matrix  
 Resolutions 2023-12, 2023-13 and 2023-14



## Mission Springs Water District

### FISCAL YEAR 2023-24 OPERATING & CAPITAL BUDGET

Board of Directors  
Russ Martin, President  
Ivan Sewell, Vice President  
Amber Duff, Member  
Robert Griffith, Member  
Ted Mayrhofen, Member

Arden Wallum, General Manager

## Mission Statement

Mission Springs Water District has one simple mission:  
Provide, protect, and preserve our most  
valuable resource...water.

## Board of Directors



Ivan Sewell  
Vice President



Russ Martin  
President



Amber Duff  
Member



Robert Griffith  
Member



Ted Mayrhofer  
Member

## TABLE OF CONTENTS

**TABLE OF CONTENTS**.....i

**GENERAL MANAGER’S MESSAGE** .....1

Budget Highlights..... 3

Revenues..... 4

Expenses ..... 5

Financial Stability ..... 6

In Conclusion ..... 6

**BUDGET RESOLUTION**.....7

**PROFILE OF THE MISSION SPRINGS WATER DISTRICT** .....8

Formation of the Mission Springs Water District ..... 8

Blended Component Unit..... 8

Fund Classification..... 9

Property Taxes ..... 9

Service Area ..... 9

Water Service ..... 10

Wastewater Service ..... 11

Summary of Authorized Positions ..... 12

Organizational Chart..... 16

**BUDGET OVERVIEW** .....17

General Budget Overview ..... 17

Budget Process ..... 17

Budget Schedule ..... 18

Financial Policies and Resolutions ..... 19

Reserve Policies ..... 19

Resolution No. 2013-01 ..... 19

Investment Policies.....20

Resolution No. 2018-15 ..... 20

Resolution No. 2017-11 ..... 21



**FINANCIAL SUMMARIES .....22**

- Budget Summary ..... 22
- Net Income Summary ..... 23
- Summary of Revenue by Operating Fund..... 24
- Total Revenue for Fiscal Year 2024..... 25
- Summary of Revenue by Year ..... 26
- Operating Fund Revenue Over Expenditures by Fund ..... 27
- Total Expenses for Fiscal Year 2024 ..... 28
- Operating Fund Revenue Over Expenditures by Year..... 29
- Summary of Expenditures by Year ..... 30
- Summary of Expenditures by Division ..... 31
- Board of Directors..... 31
- Administration ..... 32
- Engineering & Water Resources ..... 33
- Finance ..... 34
- Innovation and Technology..... 35
- Public Outreach..... 36
- Water Operations..... 37
- Wastewater Operations..... 38
- Debt Service Fund Detail ..... 39
- Assessment District #4 Special Assessment Bonds, Series R-1..... 40
- Assessment District #7 Special Assessment Bonds..... 40
- Certificates of Participation – United States Department of Agriculture..... 40
- Assessment District #12, Phase I and Phase II – Refinance ..... 40
- Mission Creek – 80 Acres ..... 40
- State Water Resources Control Board – State Revolving Fund Assessment District #12, Phase IV ..... 41
- Assessment District #12, Phase V..... 41
- Assessment District #12, Phase VI ..... 41
- Installment Sales Agreement – Nancy Wright Regional Water Reclamation Facility ..... 41

**CAPITAL IMPROVEMENTS .....42**

- Summary of Reserve ..... 42
- Equipment Replacement Program ..... 43
- Capital Improvement Program Summary ..... 44
- Capital Improvement Program Projects ..... 45
- Capital Improvement Program Project Information ..... 49

**STRATEGIC PERFORMANCE AND ACCOMPLISHMENTS .....66**

- Mission Statement, Vision, and Core Values ..... 66
- Mission Statement..... 66
- Vision for Mission Springs Water District ..... 66
- The Seven Core Values of Mission Springs Water District ..... 66
- Strategic Plan ..... 67
- Strategic Goal 1 – Water Supply ..... 69
- Strategic Goal 2 – Infrastructure..... 70
- Strategic Goal 3 – Financial Management..... 71
- Strategic Goal 4 – Public and Political Outreach ..... 71
- Annual Performance ..... 72
- Annual Accomplishments by Division ..... 73
- Finance ..... 73
- Engineering and Water Resources..... 78
- Innovation and Technology..... 82
- Public Relations..... 85
- Water Operations..... 100

**APPENDICES..... 108**

- Appendix A – List of Acronyms ..... 108
- Appendix B – Glossary ..... 110

## GENERAL MANAGER'S MESSAGE

June 19, 2023

### **To the Board of Directors:**

Mission Springs Water District (MSWD or District) is celebrating 70 years of serving our community with its most precious resource, water. Looking towards the horizon, our future promises to be even brighter. We have successfully managed and protected our groundwater and have taken steps to strengthen our financial position, resulting in the ability to keep our rates low and our service levels high.

The new Nancy Wright Regional Water Reclamation Facility (RWRF), named after 34-year MSWD Director Nancy Wright, will be operational by the end of the year. The RWRF will dramatically enhance the District's wastewater treatment capacity, providing sewer service to more homes and businesses and protecting our groundwater supply.

Primarily funded through a \$68 million state grant, the RWRF is the culmination of years of work and planning. Since the early 2000s, MSWD has undertaken one of the largest Groundwater Quality Protection Projects in the Coachella Valley. To date, we have connected more than 7,000 homes and businesses to the wastewater system, and we've done this with more than \$100 million in State and Federal grants and \$43.5 million of local match funding, including self-assessments. The success of this effort has necessitated the construction of the new RWRF.

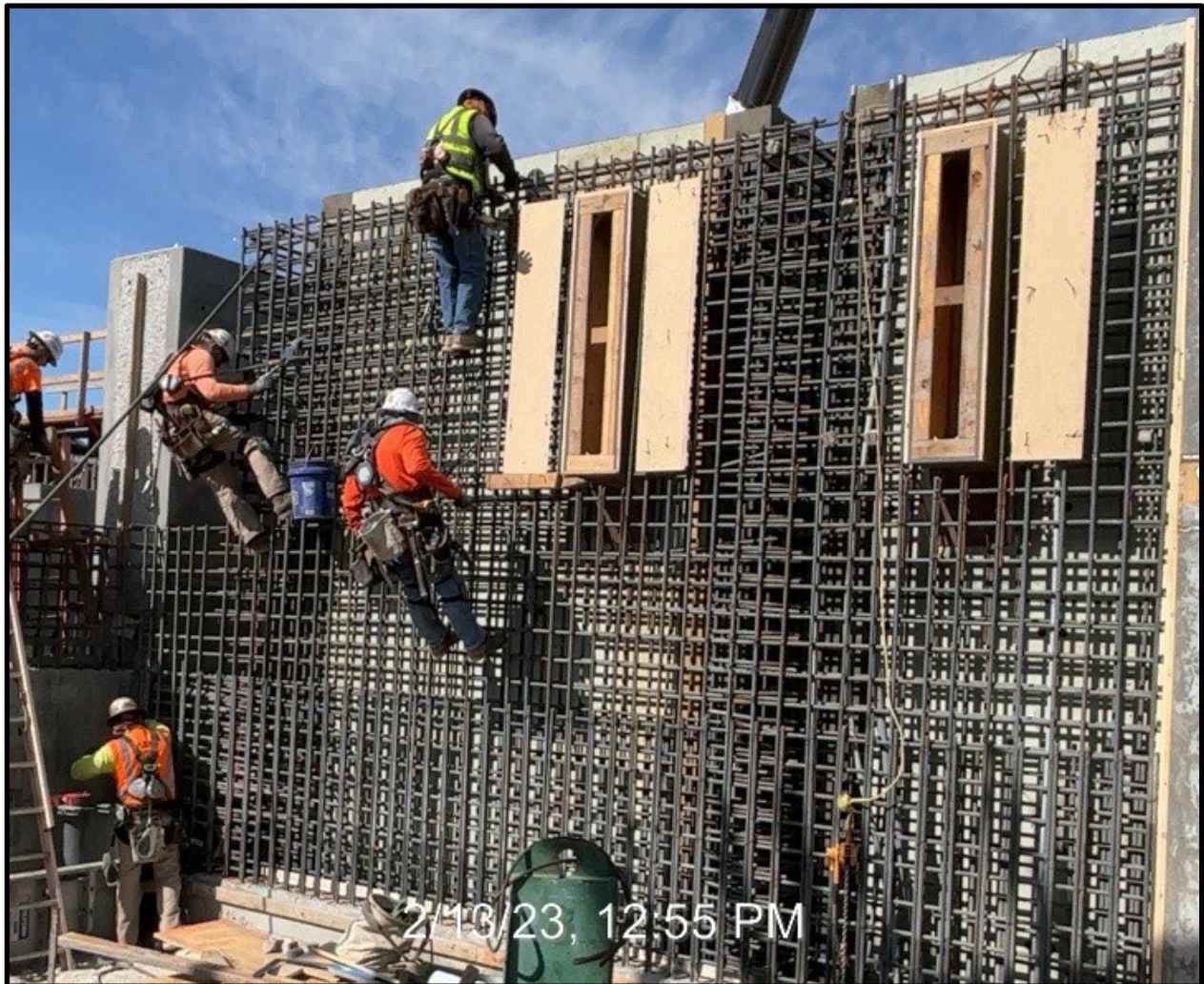
The state-of-the-art facility was designed with further expansion in mind and will allow the District to alleviate some of the wastewater flows going to the Alan L. Horton Wastewater Treatment Plant, further extending the service life of that facility.

Located in the Indian/I-10 corridor of Desert Hot Springs, the RWRF is sited on land purchased by the District in the early 2000s and is adjacent to the 1.1-megawatt MSWD solar installation, which will reduce operational costs by off-setting the energy needs of the RWRF.

The locale and size of the new RWRF will enable the District to more than double our service area while also serving as an economic engine for future growth, paving the way for new businesses, jobs, and growth in our beloved city.

In the future, the RWRf will serve as a vital resource of recycled water, critical to easing our reliance on imported water. As water supplies tighten in the West due to drought and climate uncertainty, this new water source will put us on a path towards basin sustainability and potentially become more beneficial to our region than the exchange water we receive from our State Water Project contractor.

The new Nancy Wright Regional Water Reclamation Facility (RWRf) is just one example of how MSWD is committed to investing in technology and infrastructure to provide our customers with reliable, sustainable, and affordable services. Thanks to our careful investments in infrastructure and sound fiscal management, we look forward to serving the community for the next 70 years.



## Budget Highlights

The operating budget for fiscal year (FY) 2024 is approximately \$23.7 million. There is an additional \$76.9 million in capital improvements proposed for a total budget of approximately \$100.6 million. This is a significant increase in total budget expenses when compared to FY 2023. The increase is primarily in the capital improvements budget due to the construction of the RWRF and the new Administration Building scheduled for FY 2024. Also, MSWD staff continues to monitor the impacts of the COVID-19 pandemic (pandemic) on District operations and will make any necessary changes to the budget as part of the mid-year budget evaluation.

	Budget FY 2024	Budget Change	Budget FY 2023*	Budget Change	Budget FY 2022*
<b>Operating Budget</b>					
Operating Revenue	\$21,191,788	\$5,364	\$21,186,424	\$1,199,270	\$19,987,154
Operating Expenses	\$23,740,365	\$613,372	\$23,126,993	\$1,999,232	\$21,127,761
<b>Operating Income</b>	<b>(\$2,548,577)</b>	<b>(\$608,008)</b>	<b>(\$1,940,569)</b>	<b>(\$799,962)</b>	<b>(\$1,140,607)</b>
<b>Expenses</b>					
Operating Expenses	\$23,740,365	\$613,372	\$23,126,993	\$1,999,232	\$21,127,761
Capital Improvement Projects	\$76,859,465	\$13,190,432	\$63,669,033	\$32,315,183	\$31,353,850
<b>Total Budget</b>	<b>\$100,599,830</b>	<b>\$13,803,804</b>	<b>\$86,796,026</b>	<b>\$34,314,415</b>	<b>\$52,481,611</b>

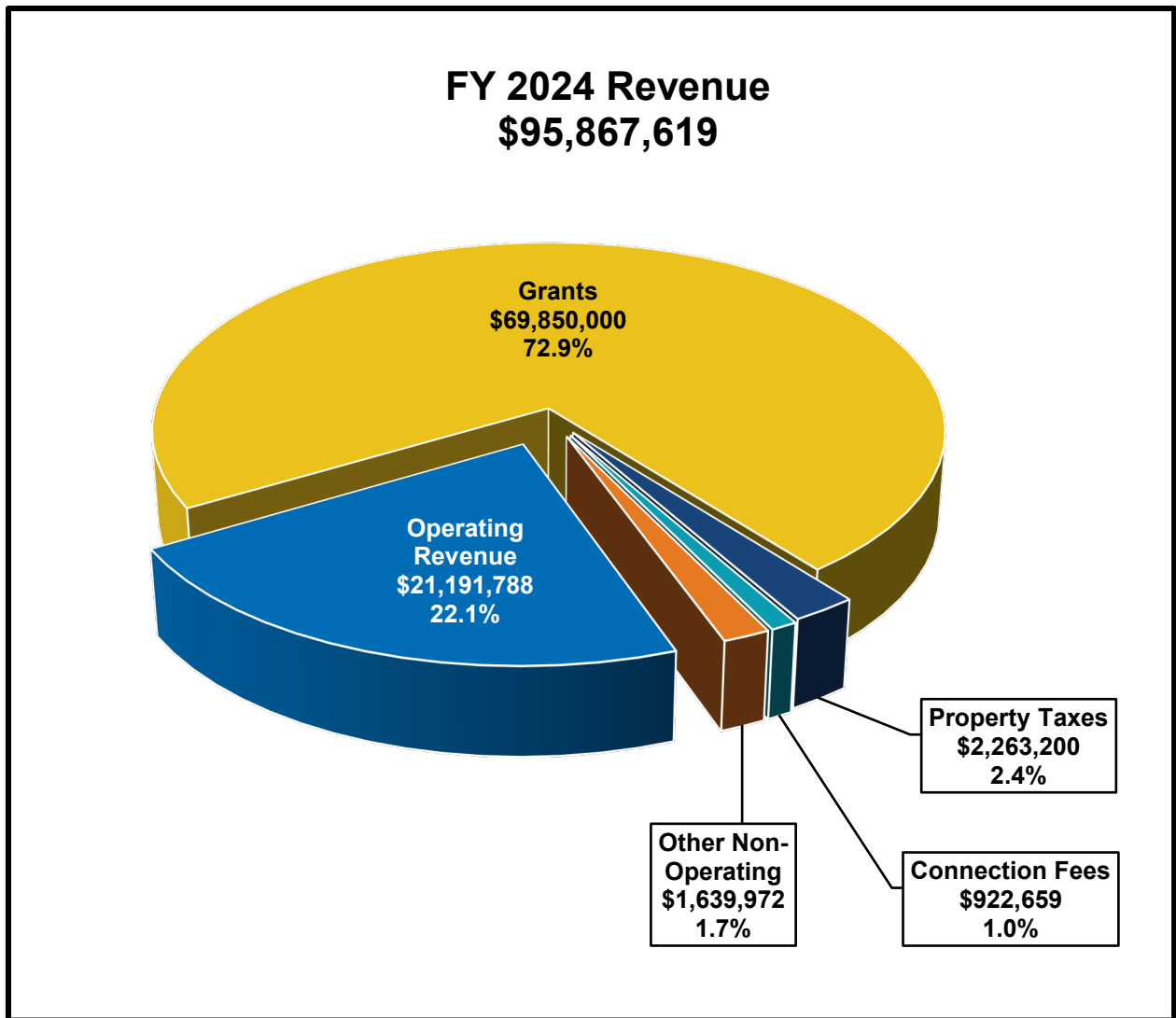
\* - Revised after midyear Board approval.



## Revenues

MSWD receives funding from a variety of sources: domestic water sales, wastewater service charges, water and sewer connection fees, property taxes, grants, investment income, rental property, cellular tower leases, solar power generation, and charges for miscellaneous services.

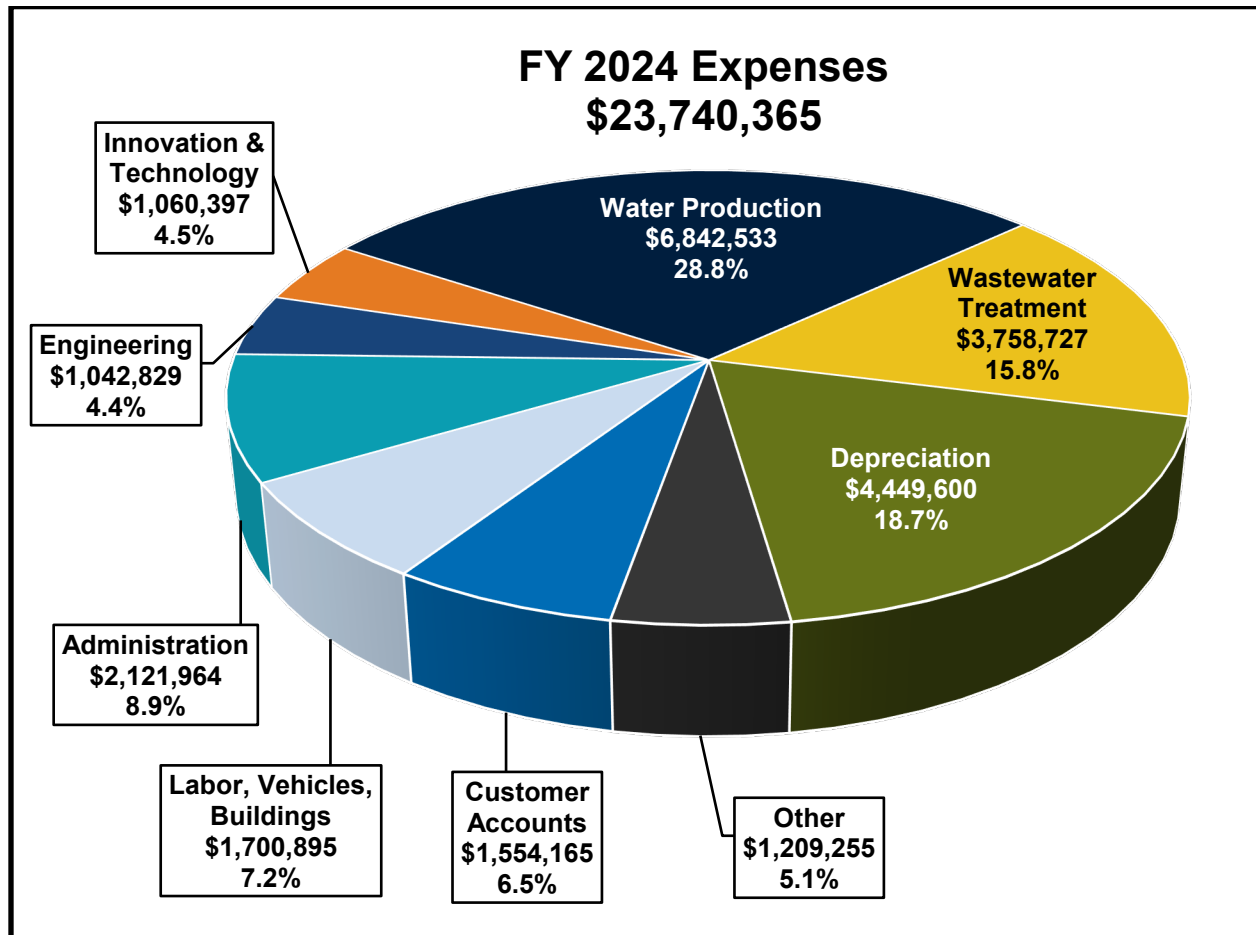
For FY 2024, the Operating Revenue and Non-Operating Revenue budgets amounted to \$21,191,788 and \$74,675,831, respectively, for a total revenue budget of \$95,867,619. Significant sources of funding are grants expected for capital improvement projects. These state and federal grants have allowed MSWD to adopt a budget that includes capital improvements with no projected fee or rate increases for its services.



## Expenses

Operating expenses for FY 2024, amount to \$23,740,365, representing an increase over FY 2023 of \$613,372. To remain competitive with nearby agencies, the District completed a classification and compensation study in FY 2023. The study recommended changes in employee classifications and an increase in salaries for field staff. For FY 2024 the board approved a 4.2% Cost of Living Adjustment (COLA) and bilingual pay as recommended by the Human Relations Committee.

There is also \$76,859,465 in capital improvement expenses made up primarily by the final construction of the RWRf and anticipated groundbreaking of the new Administration Building. In response to the pandemic, MSWD substantially reduced its non-grant funded capital improvement program in FY 2022. Beginning FY 2023 the District continued to prioritize maintenance of the water and sewer systems increasing the capital improvement budget by \$32 million and \$13 million in FY 2023 and 2024, respectively.



## Financial Stability

MSWD continues to maintain strong reserves through prudent and conservative money management practices, despite a volatile financial market. The District maintains a Capital Reserve Fund of approximately \$43.5 million as of May 31, 2023. While the FY 2024 budget was adopted with no rate increases, future budgets may require rate increases to ensure reserve targets and expenses are met.

## In Conclusion

Mission Springs Water District maintains a commitment to customers, stakeholders, and employees by adhering to its seven core values: professionalism, accountability, respect, integrity, servant attitude, excellence, and stewardship. This budget addresses the priorities established for FY 2024 to continue to meet customer needs.

I would like to express my appreciation to the management team and staff who worked diligently in developing a budget that reflects the needs of MSWD and its customers. A special note of thanks to the Finance Department for their excellence in gathering, analyzing, and presenting information clearly and accurately. We are confident that this budget reflects the policies and direction of the Board of Directors and provides the financial plan for a successful year.

Respectfully submitted,



Arden Wallum  
General Manager/Chief Engineer





## **BUDGET RESOLUTION**

[To be added once adopted by MSWD Board]

## **PROFILE OF THE MISSION SPRINGS WATER DISTRICT**

### **Formation of the Mission Springs Water District**

In 1953, the Desert County Water District was established by a vote of the residents of 246 to 9 and was later renamed the Mission Springs Water District. MSWD is a County Water District under Subsection 30000 et seq. of the California Water Code.

MSWD is governed by a five-member, publicly elected Board of Directors. Directors are elected concurrent with the general elections every even-numbered year in their specific division. Director’s terms are four years. The election of Directors alternates between three seats and two seats, respectively, every two years.



MSWD has statutory authority over water supply and provides water services to residential and commercial customers.

### **Blended Component Unit**

In April of 1985, the Mission Springs Water District Improvement Corporation (Corporation) was created by a joint exercise of powers agreement for the purpose of acquiring, constructing, rehabilitating, financing and refinancing, or providing for the sale of leasing of public capital improvements. The Corporation is governed by a board composed of the District’s Board of Directors. The corporation has issued debt which is secured solely from installment payments payable under an installment purchase agreement entered into by the District and the Corporation. All accounts and funds created and established pursuant to any instrument or agreement to which the Corporation is a party, and any interest earned and accrued thereon, shall incur to the benefit of the District. Separate financial statements are not prepared for the Corporation. It is reported as a blended component unit.

## Fund Classification

The District is comprised of the following major enterprise funds:

**General Fund** – Used to account for activities associated with supporting the administration of the District.

**Water Fund** – Used to account for activities associated with serving 13,880 water accounts, of which 95% are residential customers.

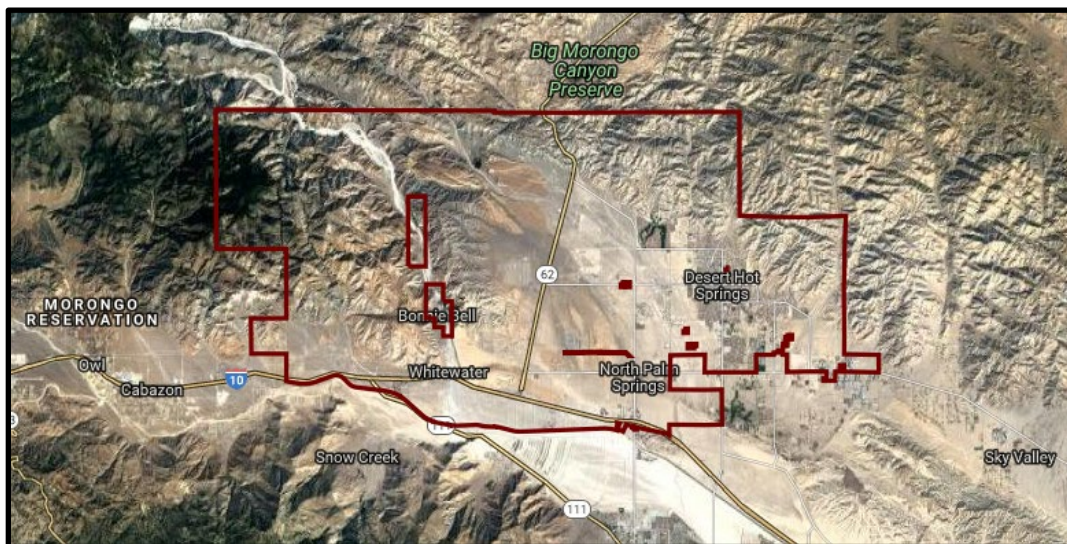
**Sewer Fund** – Used to account for activities associated with providing sewage collection, treatment, and disposal services to 9,719 customer accounts, of which 94% are residential customers.

## Property Taxes

The County of Riverside (County) bills and collects property taxes on behalf of the District and numerous assessment districts. The District’s current year tax collection is received through periodic apportionments from the County. The County’s tax calendar is from July 1 to June 30 each year. Property taxes attach as a lien on the property on January 1. Taxes are levied on July 1 and are payable in two installments on November 1 and February 1, and become delinquent after December 10 and April 10, respectively.

## Service Area

Located in Riverside County, California, MSWD initially covered an area of one square mile in 1953. Today, MSWD covers an area of about 135 square miles including the City of Desert Hot Springs, and the unincorporated areas of North Palm Springs, Whitewater, and Bonnie Bell serving a population of over 44,000 residents.



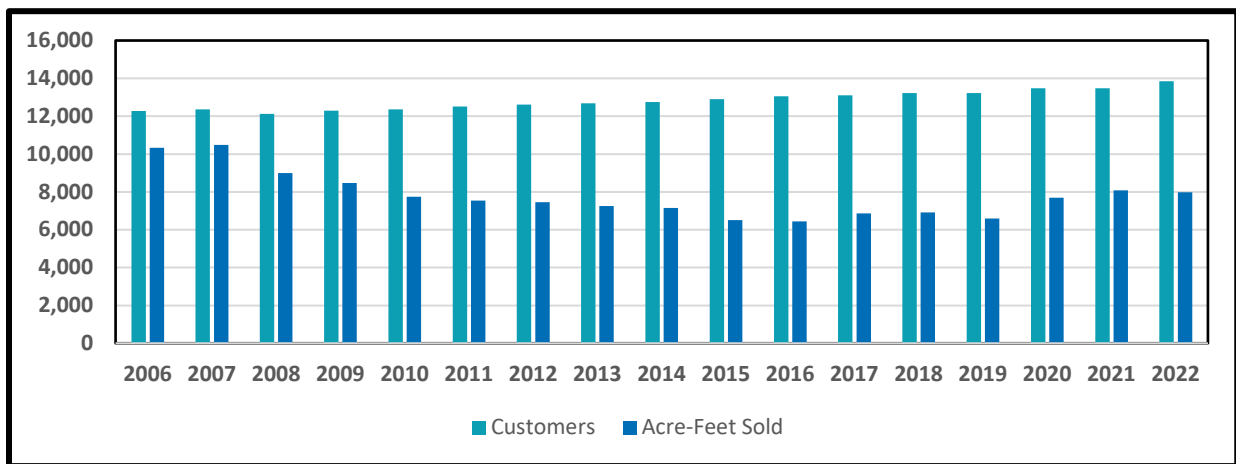
## Water Service

Within the initial one square mile covered by MSWD, it began with about 100,000 feet of pipelines, five water wells, and two reservoirs. MSWD expanded rapidly, and absorbed parts of the Coachella Valley County Water District, the West Palm Springs Village and San Geronio Mutual Water Company systems, and the Dos Palmas Mutual Water Company. Today, MSWD includes more than 1.25 million feet of pipelines, 13 water wells, 12 booster stations, and 24 reservoirs.

The distribution system includes three separate and distinct community systems including West Palm Springs Village, Village Crest, and Desert Hot Springs. The largest system is the greater Desert Hot Springs service area.

MSWD’s sole source of supply for its 13,880 water accounts is groundwater. MSWD produces groundwater from the Mission Creek Subbasin, San Geronio Pass Subbasin, and Garnet Hill Subarea of the Indio Subbasin, in the greater Coachella Valley Groundwater Basin. The quality of the groundwater is remarkably high and has been awarded an unprecedented 10 medals, including best tasting municipal water in the world, at the International Water Tasting Competition in Berkely Springs, West Virginia.

For over 65 years, MSWD has been managing groundwater through conservation, groundwater protection projects, and general stewardship of its multi-award-winning water resource. The District is, and has always been, committed to a sustainable future both in water supply and finance. As the state requires ongoing, and possibly increased regulations, through Conservation and the Sustainable Groundwater Management Act (SGMA), MSWD has responded to ensure compliance both now and in the future. Over the last 16 years, MSWD has already witnessed the beneficial effects of these efforts as total annual water consumption decreased while the total number of customers has increased as shown in the chart below.



## Wastewater Service

MSWD currently serves 9,719 sewer connections. Wastewater is treated at the Horton Wastewater Treatment Plant and the Desert Crest Wastewater Treatment Plant. MSWD treats about 2 million gallons per day (MGD) prior to discharging effluent in an environmentally sustainable manner. MSWD is also constructing a new Regional Water Reclamation Facility that is expected to be operational by January of 2024. This facility will be the largest capital project in the coming years and will serve as the long-term central wastewater treatment and reclamation facility for the region.

The District’s Groundwater Quality Protection Plan (GQPP) began in 1996 and has been highly successful to date. Over \$22 million of grant funds have been secured by the District for this program which has made over 4,500 parcels sewer service ready. This includes the abatement of over 2,800 septic tanks and the installation of over 33 miles of sewer lines. The pursuit of these grant funds continues today for the disadvantaged communities served by the District. The GQPP is ongoing and a significant part of the FY 2024 capital improvement program.



## Summary of Authorized Positions

On July 1, 2016, MSWD began a reorganization process. The organizational structure was adjusted to meet current operational and fiscal needs. This effort is ongoing and includes positional/staffing changes, changes in corporate culture, greater integration of its mission, vision, and values of the organization, a customer experience overhaul, and streamlining of policies and procedures. In FY 2023 the District added one key position to support the RWRP. This fiscal year, MSWD repurposed the Regulatory Compliance & Safety Officer position to a GIS Specialist. There was a downgrade of the Field Services Supervisor to a Lead position. Finally, one Customer Service Representative I/II was exchanged for an Office Specialist I/II in Customer Service. These adjustments and 53 funded full-time equivalent (FTE) positions are reflected in the current budget.

Budgeted Department and Title	FY 2022 Adopted	FTE Changes	FY 2023 Adopted	FTE Changes	FY 2024 Adopted
<b>EXECUTIVE</b>					
General Manager & Chief Engineer	1	0	1	0	1
Executive Assistant	1	0	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>ADMINISTRATION</b>					
Assistant General Manager	1	0	1	0	1
Programs and Public Affairs Manager	1	0	1	0	1
Human Resources Manager	1	0	1	0	1
Office Specialist I/II	1	0	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>
<u>Innovation &amp; Technology:</u>					
Innovation & Technology Manager	1	0	1	0	1
GIS Specialist	0	0	0	1	1
<b>Sub-Total Budgeted FTEs</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>
<u>Engineering:</u>					
Engineering Manager	1	0	1	0	1
Associate Engineer	1	0	1	0	1
Engineering Technician I/II	2	0	2	0	2
Administrative Assistant I/II	1	0	1	-1	0
Office Specialist I/II	0	0	0	1	1
<b>Sub-Total Budgeted FTEs</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>5</b>

# PROFILE OF THE MISSION SPRINGS WATER DISTRICT 2024

Budgeted Department and Title	FY 2022 Adopted	FTE Changes	FY 2023 Adopted	FTE Changes	FY 2024 Adopted
<b>FINANCE</b>					
Director of Finance and Accounting	1	-1	0	0	0
Director of Finance	0	1	1	0	1
Office Specialist I/II	0	0	0	1	1
<b>Sub-Total Budgeted FTEs</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>
<u>Accounting:</u>					
Accounting Manager	1	0	1	0	1
Accountant	0	1	1	0	1
Senior Accounting Technician	1	-1	0	0	0
Accounting Technician	1	0	1	0	1
Purchasing and Warehouse Specialist	1	0	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>
<u>Customer Service:</u>					
Customer Service Manager	1	0	1	0	1
Senior Customer Service Representative	0	1	1	0	1
Customer Service Representative I/II	4	-1	3	-1	2
Field Service Supervisor	1	0	1	-1	0
Lead Field Service Representative	0	0	0	1	1
Field Service Representative II/ Backflow Specialist	0	1	1	0	1
Field Service Representative I/II	3	-1	2	0	2
<b>Sub-Total Budgeted FTEs</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>-1</b>	<b>8</b>



# PROFILE OF THE MISSION SPRINGS WATER DISTRICT 2024

Budgeted Department and Title	FY 2022 Adopted	FTE Changes	FY 2023 Adopted	FTE Changes	FY 2024 Adopted
<b>OPERATIONS</b>					
Director of Engineering & Operations	1	-1	0	0	0
Director of Operations	0	1	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>
<u>Field Operations:</u>					
Field Operations Manager	1	-1	0	0	0
Regulatory Compliance & Safety Officer	0	1	1	-1	0
Administrative Assistant I/II	1	0	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>-1</b>	<b>1</b>
<u>Construction &amp; Maintenance:</u>					
Field Operations Superintendent	0	1	1	0	1
Maintenance Superintendent	1	-1	0	0	0
Lead Facilities Maintenance Worker	0	1	1	0	1
Facilities Maintenance Lead	1	-1	0	0	0
Lead Field Operations Technician	2	0	2	0	2
Field Operations Technician I/II	7	0	7	0	7
<b>Sub-Total Budgeted FTEs</b>	<b>11</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>11</b>



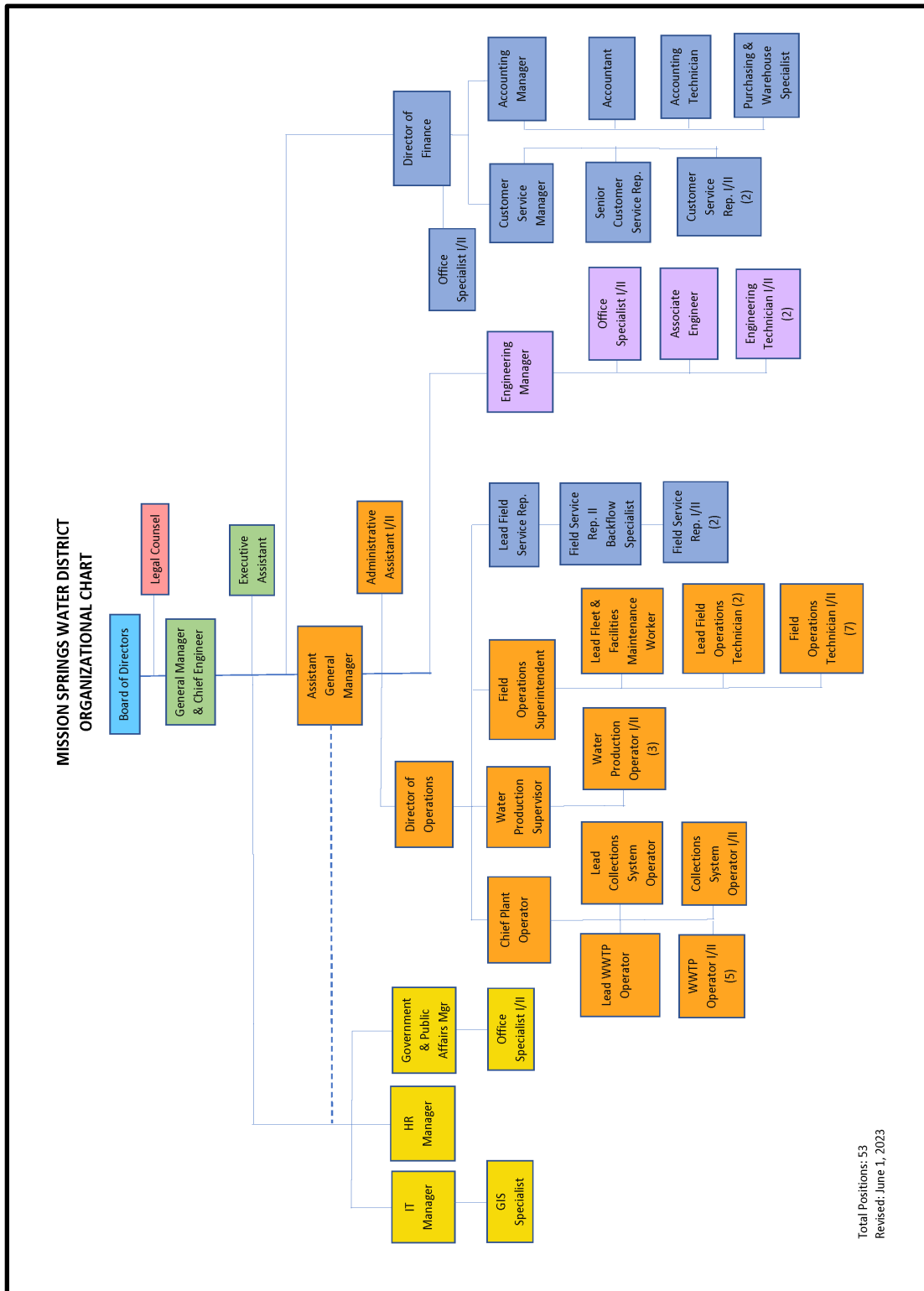


# PROFILE OF THE MISSION SPRINGS WATER DISTRICT 2024

Budgeted Department and Title	FY 2022 Adopted	FTE Changes	FY 2023 Adopted	FTE Changes	FY 2024 Adopted
<b>OPERATIONS</b>					
<u>Water Production:</u>					
Water Production Supervisor	0	1	1	0	1
Water Production Foreperson	1	-1	0	0	0
Water Production Operator I/II	3	0	3	0	3
<b>Sub-Total Budgeted FTEs</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>
<u>Wastewater Treatment:</u>					
Chief Plant Operator	1	0	1	0	1
Lead WWTP Operator	1	0	1	0	1
WWTP Operator I/II	4	1	5	0	5
<b>Sub-Total Budgeted FTEs</b>	<b>6</b>	<b>1</b>	<b>7</b>	<b>0</b>	<b>7</b>
<u>Wastewater Collections:</u>					
Collection System Lead Operator	1	-1	0	0	0
Lead Collection System Operator	0	1	1	0	1
Collection System Operator I/II	1	0	1	0	1
<b>Sub-Total Budgeted FTEs</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>
<b>Total Budgeted FTEs</b>	<b>52</b>	<b>1</b>	<b>53</b>	<b>0</b>	<b>53</b>



# Organizational Chart



## BUDGET OVERVIEW

### General Budget Overview

The District operates under the authority of the California Water Code. It maintains and prepares its financial statements and budgets using the accrual basis of accounting as prescribed by Generally Accepted Accounting Principles (GAAP) and reporting standards applicable to California governmental agencies. MSWD makes an allocation of all general and administrative costs to the water district, sewer district, and to capital improvements based on a percentage of labor hours. The allocations are made monthly.

The Board of Directors approves an annual budget on or before June 30 for the ensuing fiscal year. From the effective date of the budget, the amounts stated therein as proposed expenditures become appropriations to the various departments. Budgets are prepared annually using the zero-base method. The Board of Directors may approve supplemental budget requests. The General Manager (GM) may transfer funds between general ledger accounts within the operating budgets if the total budget is not affected.

### Budget Process

MSWD's streamlined 10-step budget process is summarized below as:

1. **Initiate the Budget.** MSWD managerial staff inputs budgetary estimates for the following year with their departmental goals in mind at the beginning of the budgetary process.
2. **Prepare a draft budget.** Based on these inputs, the Finance Department prepares the draft budget.
3. **Finalize Employee Requests.**
4. **Present Employee Requests to Human Relations Committee.**
5. **Present the draft budget to the GM for review and comment.**
6. **Present the draft budget to the Board of Directors at workshop.**
7. **Present the GM recommended budget to the Board of Directors at Study Session.**
8. **Present the amended GM recommended budget to the Board of Directors at Board Meeting for approval.**
9. **Apply for Government Finance Officers Association (GFOA) Award for Excellence in Budget Reporting.**
10. **Propose any budget amendments.** Staff reviews the performance and budget in January, and if any amendments are necessary, a revised budget will be submitted to the Board of Directors in February. The approved budgets are posted on MSWD's website.

## Budget Schedule

The following budget calendar shows the District’s preparation and review process timeline for FY 2024.

MSWD Budget Planning Fiscal Year 2024	Required By Date
Employee Request Meeting	03/02/2023
Budget Kickoff Meeting	03/23/2023
Update actual numbers and prepare for new budget cycle	03/24/2023
Budget worksheet distributed to managers and supervisors	04/03/2023
Report to staff which Employee Request items will be presented to the Board of Directors as part of the budget	04/19/2023
Special Meeting – Present Employee Request staff recommendations to Human Relations Committee/Board of Directors	04/20/2023
Budget worksheet completed by managers and supervisors	04/21/2023
Finance staff budget review meetings with managers, supervisors, and GM	05/01/2023 – 05/31/2023
Finalize the draft budget	06/02/2023
Budget Workshop - Present draft budget to Board of Directors for review and comment	06/06/2023
Board Study Session - Present GM Revised Budget to Board of Directors for review and comment	06/15/2023
Board Meeting - Present GM Recommended budget to Board of Directors for adoption	06/19/2023
Apply for GFOA Award for Excellence in Budget Reporting	07/10/2023



## **Financial Policies and Resolutions**

Every June, the Board of Directors adopts the three budget resolutions that guide District operations for the following fiscal year. The Operating and Capital Budget establishes controls on changes in appropriations for the various funds. The District adopts its appropriations limit for the fiscal year in compliance with the requirements established by the Constitution of the State of California. Finally, the Board approves and adopts the employee classification and compensation plan indicating the number of positions approved for each classification and assigning titles for those positions. This is done for the efficient and effective operation of the District.

The Board of Directors also approves and implements the policies and resolutions that drive all financial decision making for the District.

### **Reserve Policies**

#### **Resolution No. 95-10**

This resolution establishes a Wastewater Capital Reserve Fund.

#### **Resolution No. 95-20**

This resolution establishes a Water Capital Reserve Fund.

#### **Resolution No. 95-21**

This resolution establishes an Internal Services (General Fund) Capital Reserve Fund.

#### **Resolution No. 2013-01**

This resolution establishes a bidding and contract procedures policy. The purpose of this resolution is to establish guidelines for competitive bidding for any project. It goes on to identify the types of projects and approval amounts for each.

#### **Minor Project**

A project or service required by the District which is estimated by the General Manager to cost \$75,000 or less, and which may be awarded and negotiated by the General Manager, in contract or purchase order form.

#### **Intermediate Project**

A project or service required by the District which is estimated by the General Manager to cost more than \$75,000 but less than \$150,000 to complete.

#### **Major Project**

A project or service required by the District which is estimated by the General Manager to cost \$150,000 or more to complete.

## Investment Policies

The District’s investment policies outline the guidelines required to be used in effectively managing the District’s available cash in accordance with the California Government Code. To address interest rate risk, the District’s existing policy limits the maturity of investments to five years. To mitigate credit risks associated with its investments, the District’s investment policy limits investments to large institutions and requires diversification to ensure that failure of one issuer will not significantly affect the District’s cash flow.

### Policy No. 2017-1 - Investment Policy

The purpose of this investment policy is to provide guidelines for the prudent investment of the District funds in conformance with California Government Code and other legal requirements governing the investment of public funds.

### Resolution No. 2017-10

The purpose of this resolution is to authorize the District to join with other public agencies as a participant of the Investment Trust of California, carrying on business as CalTrust. The District is a voluntary participant in CalTrust, which is a Joint Powers Authority governed by a Board of Trustees made up of local treasurers and investment officers. As of May 31, 2023, the District’s investment in CalTrust is \$35,773,682, of which \$2,640,878 was invested in the Liquidity funds pool, \$11,614,564 in the Short-term pool, and \$21,518,240 in the Medium-term pool.

### Resolution No. 2018-15

The purpose of this resolution is to establish a policy for procurement and disbursement of district funds. It provides for a procurement system of quality and integrity; provides for the fair and equitable treatment of all persons or firms involved in purchasing by the District; ensures that supplies and services are procured efficiently, effectively, and at the most favorable prices available to the District; promotes competition in contracting; and ensures that MSWD purchasing actions are in full compliance with applicable Federal standards, State, and local laws. All other policies and resolutions involving procurement fall within this resolution.

### Policy No. 2009-1

The purpose of this policy is to establish consultant/vendor invoice processing guidelines. Department supervisory staff are authorized to obligate the District for necessary costs and expenses required to fulfill the goals of the adopted budgets authorized by the Board of Directors.

### Policy No. 2010-3

The purpose of this policy is to establish petty cash disbursement/replenishment guidelines. It is the purpose of this policy to outline provisions for the disbursement and replenishment of the petty cash fund established at \$200.

**Policy No. 2011-1**

The purpose of this policy is to establish the use of District credit card guidelines. This policy supersedes Policy 95-2. The issuance of credit cards assists the Finance Department in keeping an accurate record of charges incurred by each individual assigned a card. This system provides management with a check and balance method on budgeting items such as seminars, conferences, travel and training plus individual charges of necessary District materials and supplies.

**Resolution No. 2018-02**

The purpose of this resolution is to establish designated officers for disbursement of District funds and authorize to sign checks, drafts and transfers with all active bank accounts of the District. These officers may act in a fiduciary capacity for the District.

**Resolution No. 2017-11**

The purpose of this resolution is to establish and adopt a debt management policy of the District. Senate Bill No. 1029 was passed by the California State Legislature in August 2016 and became law on September 12, 2013, requiring local agencies such as MSWD to adopt comprehensive written debt management policies reflecting local, state and federal laws and regulations.



## FINANCIAL SUMMARIES

### Budget Summary

The expense operating budget for FY 2024 is approximately \$23.7 million and is accompanied by \$76.9 million in capital improvements for a total budget of approximately \$100.6 million. This is a significant increase in total budget expenses when compared to FY 2023. The increase can be directly attributed to the construction of the RWRF and the new Administration Building. The Regional Water Reclamation Facility is expected to be completed in FY 2024.

	Budget FY 2024	Budget Change	Budget FY 2023*	Budget Change	Budget FY 2022*
<b>Operating Budget</b>					
Operating Revenue	\$21,191,788	\$5,364	\$21,186,424	\$1,199,270	\$19,987,154
Operating Expenses	\$23,740,365	\$613,372	\$23,126,993	\$1,999,232	\$21,127,761
<b>Operating Income</b>	<b>(\$2,548,577)</b>	<b>(\$608,008)</b>	<b>(\$1,940,569)</b>	<b>(\$799,962)</b>	<b>(\$1,140,607)</b>
<b>Expenses</b>					
Operating Expenses	\$23,740,365	\$613,372	\$23,126,993	\$1,999,232	\$21,127,761
Capital Improvement Projects	\$76,859,465	\$13,190,432	\$63,669,033	\$32,315,183	\$31,353,850
<b>Total Budget</b>	<b>\$100,599,830</b>	<b>\$13,803,804</b>	<b>\$86,796,026</b>	<b>\$34,314,415</b>	<b>\$52,481,611</b>

\* - Revised after midyear Board approval.





### Net Income Summary

The Net Income for FY 2024 is approximately \$71.3 million, which is significantly higher than FY 2023. The increase can be directly attributed to the use of state and federal grants for the construction of the new RWRf and septic to sewer construction projects.

	Budget FY 2024	Budget Change	Budget FY 2023*	Budget Change	Budget FY 2022*
Operating Revenues	\$21,191,788	\$5,364	\$21,186,424	\$1,199,270	\$19,987,154
Operating Expenses (Before Depreciation Expense)	\$19,290,765	\$189,323	\$19,101,442	\$1,912,129	\$17,189,313
Net Operating Income (Loss)	\$1,901,023	(\$183,959)	\$2,084,982	(\$712,859)	\$2,797,841
Depreciation Expense	(\$4,449,600)	(\$424,049)	(\$4,025,551)	(\$87,103)	(\$3,938,448)
Non-Operating Revenue/(Expense)	\$73,834,702	\$27,885,981	\$45,948,721	\$36,390,409	\$9,558,312
<b>Net Income</b>	<b>\$71,286,125</b>	<b>\$27,277,973</b>	<b>\$44,008,152</b>	<b>\$35,590,447</b>	<b>\$8,417,705</b>

\* - Revised after midyear Board approval.



## Summary of Revenue by Operating Fund

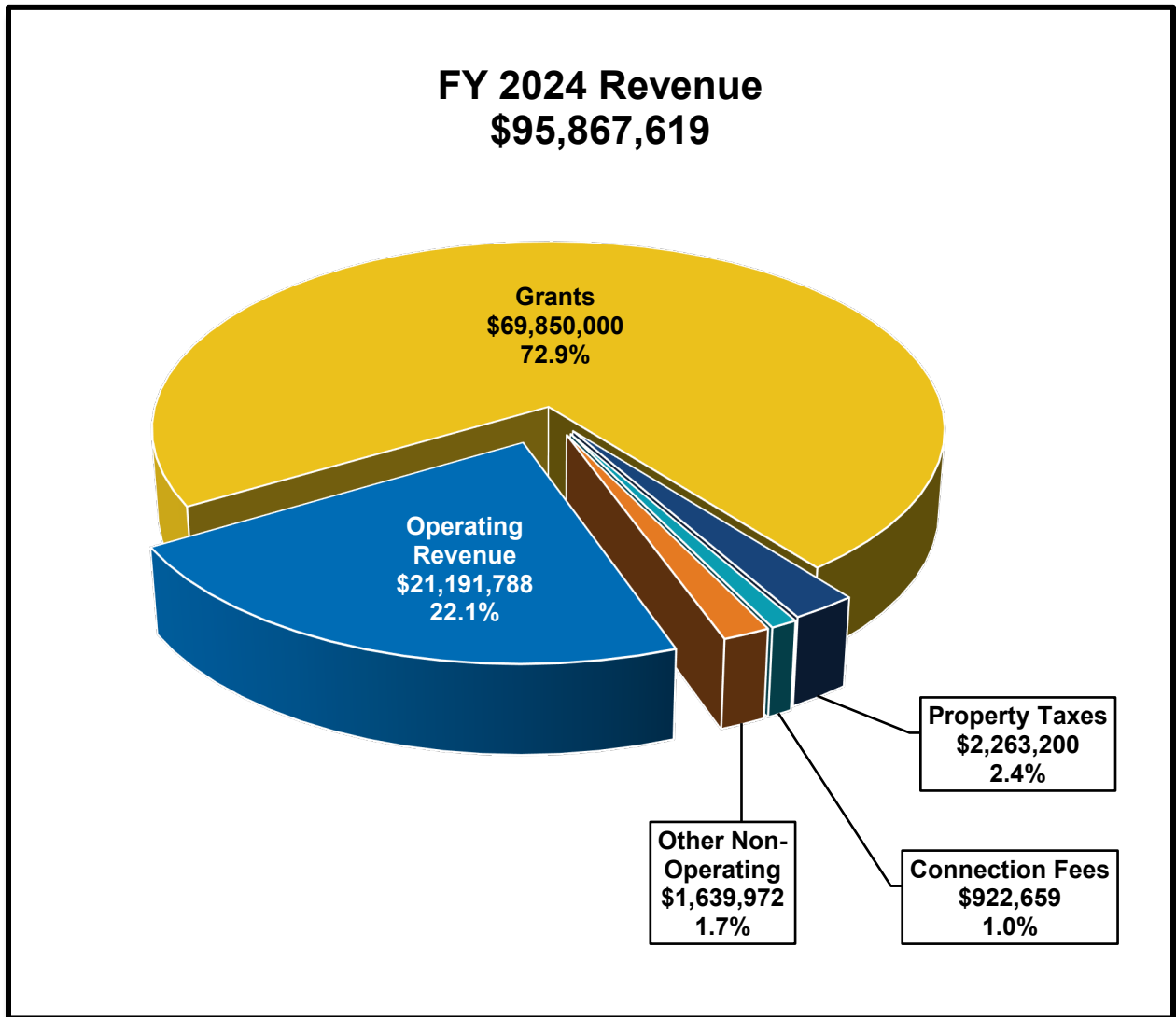
MSWD receives funding from a variety of sources: domestic water sales, wastewater service charges, connection fees, property taxes, grants, investment income, rental property, cellular tower leases, solar power generation, and charges for miscellaneous services.

For FY 2024, the Operating Revenue budget equals \$21,191,788, and the Non-Operating Revenue budget equals \$74,675,831, for a Total Revenue budget of \$95,867,619. A significant source of funding is the use of grants for capital improvement projects, which have been obtained from both state and federal agencies and have allowed MSWD to adopt a budget that includes no fee or rate increases for any of its services.

Revenue Source	FY 2024 Total	General District	Water District	Sewer District
<b>Operating Revenue</b>				
Base Service Charge	\$2,924,400	\$0	\$2,924,400	\$0
Water Consumption	\$9,200,400	\$0	\$9,200,400	\$0
Meter Installations	\$122,520	\$0	\$122,520	\$0
Sewer Service	\$7,388,400	\$0	\$0	\$7,388,400
Other Operating Revenue	\$1,306,132	\$0	\$1,306,132	\$0
Standby Charges	\$245,916	\$0	\$233,148	\$12,768
Fats, Oils, and Grease Fees	\$4,020	\$0	\$0	\$4,020
<b>Sub-Total Operating Revenue</b>	<b>\$21,191,788</b>	<b>\$0</b>	<b>\$13,786,600</b>	<b>\$7,405,188</b>
<b>Non-Operating Revenue</b>				
Connection Fees	\$922,659	\$0	\$682,659	\$240,000
Property Taxes	\$2,263,200	\$795,600	\$914,400	\$553,200
Solar Credits	\$250,000	\$250,000	\$0	\$0
Site Rentals	\$100,800	\$0	\$100,800	\$0
Investment Income	\$1,187,472	\$332,600	\$396,900	\$457,972
Unrealized Gains	\$101,700	\$36,000	\$52,500	\$13,200
Grants	\$69,850,000	\$0	\$300,000	\$69,550,000
<b>Sub-Total Non-Operating Revenue</b>	<b>\$74,675,831</b>	<b>\$1,414,200</b>	<b>\$2,447,259</b>	<b>\$70,814,372</b>
<b>Total Revenue</b>	<b>\$95,867,619</b>	<b>\$1,414,200</b>	<b>\$16,233,859</b>	<b>\$78,219,560</b>

### Total Revenue for Fiscal Year 2024

For FY 2024, the Operating Revenue equals \$21,191,788, and the Non-Operating Revenue equals \$74,675,831, for a Total Revenue of \$95,867,619.



## Summary of Revenue by Year

MSWD receives funding from a variety of sources: domestic water sales, wastewater service charges, connection fees, property taxes, grants, investment income, rental property, cellular tower leases, solar power generation, and charges for miscellaneous services.

For FY 2024, Operating Revenue and net Non-Operating Revenue amounted to \$21,191,788 and \$74,675,831, respectively, for a combined total revenue of \$95,867,619. FY 2024 Operating Revenue increased minimally compared to FY 2023. However, FY 2024 Non-Operating Revenue increased significantly compared to FY 2023 mainly due to the increase in the use of grants for capital improvement projects, in particular the Regional Water Reclamation Facility and the new Administration Building.

Revenue Source	FY 2024	FY 2023*	FY 2022*
<b>Operating Revenue</b>			
Base Service Charge	\$2,924,400	\$2,886,840	\$2,861,400
Water Consumption	\$9,200,400	\$9,171,804	\$9,126,200
Meter Installations	\$122,520	\$73,800	\$13,680
Sewer Service	\$7,388,400	\$7,570,000	\$7,125,000
Other Operating Revenue	\$1,306,132	\$1,231,716	\$609,030
Standby Charges	\$245,916	\$248,244	\$248,244
Fats, Oils, and Grease Fees	\$4,020	\$4,020	\$3,600
<b>Sub-Total Operating Revenue</b>	<b>\$21,191,788</b>	<b>\$21,186,424</b>	<b>\$19,987,154</b>
<b>Non-Operating Revenue</b>			
Connection Fees	\$922,659	\$844,440	\$516,953
Property Taxes	\$2,263,200	\$2,099,989	\$1,517,480
Solar Credits	\$250,000	\$225,000	\$0
Site Rentals	\$100,800	\$77,352	\$0
Investment Income	\$1,187,472	\$1,212,459	\$513,057
Unrealized Gains/(Losses)	\$101,700	(\$311,964)	(\$29,148)
Grants	\$69,850,000	\$42,849,311	\$7,288,226
<b>Sub-Total Non-Operating Revenue</b>	<b>\$74,675,831</b>	<b>\$46,996,587</b>	<b>\$9,806,568</b>
<b>Total Revenue</b>	<b>\$95,867,619</b>	<b>\$68,183,011</b>	<b>\$29,793,722</b>

\* - Revised after midyear Board approval.

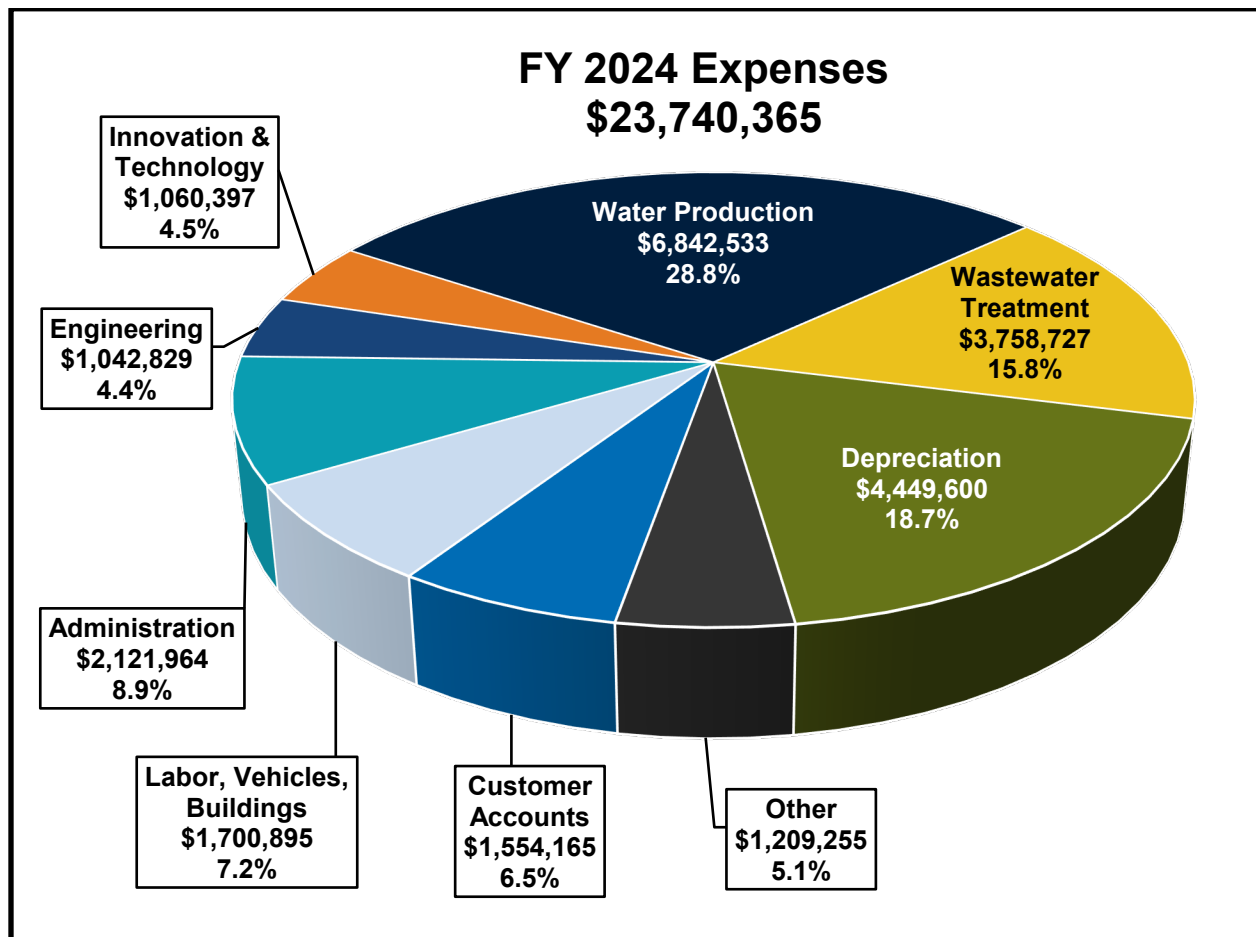
## Operating Fund Revenue Over Expenditures by Fund

The following table provides a breakdown of operating revenue and expenditures by fund for FY 2024. The table shows a Net Operating Loss of \$2,552,117 for FY 2024.

	Combined District's Total Funds	Operating Funds		
		General District	Water District	Sewer District
<b>Operating Revenues</b>	\$21,191,788	\$0	\$13,786,420	\$7,405,368
<b>Operating Expenses</b>				
Customer Accounts	\$1,554,165	\$361,953	\$1,192,212	\$0
Buildings and Grounds	\$180,441	\$180,441	\$0	\$0
Vehicle Maintenance	\$655,244	\$655,244	\$0	\$0
Central Services	\$865,210	\$865,210	\$0	\$0
Administration	\$2,121,964	\$2,121,964	\$0	\$0
Information Technology	\$1,060,397	\$1,060,397	\$0	\$0
Board of Directors	\$538,746	\$538,746	\$0	\$0
Public Affairs	\$748,817	\$571,757	\$177,060	\$0
Human Resources	\$434,304	\$434,304	\$0	\$0
Engineering	\$1,042,829	\$952,829	\$81,000	\$9,000
Accounting	\$615,316	\$615,316	\$0	\$0
Pumping	\$4,372,282	\$0	\$4,372,282	\$0
Transmission & Distribution	\$2,470,251	\$0	\$2,470,251	\$0
Collections	\$720,040	\$0	\$0	\$720,040
Treatment	\$1,825,696	\$0	\$0	\$1,825,696
Disposal	\$1,212,991	\$0	\$0	\$1,212,991
Depreciation	\$4,449,600	\$298,320	\$2,416,848	\$1,734,432
Administrative Costs Allocated	(\$1,127,928)	(\$8,656,481)	\$5,259,413	\$2,269,140
<b>Total Operating Expense</b>	<b>\$23,740,365</b>	<b>\$0</b>	<b>\$15,968,066</b>	<b>\$7,771,299</b>
<b>Net Operating Loss</b>	<b>(\$2,548,577)</b>	<b>\$0</b>	<b>(\$2,182,646)</b>	<b>(\$365,931)</b>

## Total Expenses for Fiscal Year 2024

The operating and capital improvement budgets for FY 2024 are \$23,740,365 and \$76,859,465, respectively which equals a total budget of \$100,599,830. This is a significant increase in total budget expenses when compared to FY 2023 due primarily to the construction of the RWRF and the new Administration Building. At the height of the pandemic, MSWD substantially reduced its non-grant funded capital improvement program, and all other expenses were decreased in the FY 2022 budget.



## Operating Fund Revenue Over Expenditures by Year

The following table provides a breakdown of operating revenue and expenditures by fund for FY 2024. The table shows a Net Operating Loss of \$2,548,577 for FY 2024, which is slightly higher compared to FY 2023.

	FY 2024	FY 2023*	FY 2022*
<b>Operating Revenues</b>	\$21,191,788	\$21,186,424	\$19,987,154
<b>Operating Expenses</b>			
Customer Accounts	\$1,554,165	\$2,096,048	\$1,616,216
Buildings and Grounds	\$180,441	\$155,360	\$166,586
Vehicle Maintenance	\$655,244	\$488,084	\$360,242
Central Services	\$865,210	\$780,891	\$675,775
Administration	\$2,121,964	\$3,250,786	\$2,588,014
Information Technology	\$1,060,397	\$1,096,512	\$957,030
Board of Directors	\$538,746	\$399,776	\$361,788
Public Affairs	\$748,817	\$770,665	\$707,264
Human Resources	\$434,304	\$382,500	\$341,322
Engineering	\$1,042,829	\$1,023,476	\$2,244,367
Accounting	\$615,316	\$536,796	\$376,040
Pumping	\$4,372,282	\$3,507,755	\$3,010,938
Transmission & Distribution	\$2,470,251	\$2,327,279	\$1,982,282
Collections	\$720,040	\$512,448	\$487,488
Treatment	\$1,825,696	\$2,159,312	\$1,799,005
Disposal	\$1,212,991	\$850,198	\$586,364
Depreciation	\$4,449,600	\$4,025,551	\$3,938,448
Administrative Costs Allocated	(1,127,928)	(\$1,236,444)	(\$1,071,408)
<b>Total Operating Expense</b>	<b>\$23,740,365</b>	<b>\$23,126,993</b>	<b>\$21,127,761</b>
<b>Net Operating Income (Loss)</b>	<b>(2,548,577)</b>	<b>(\$1,940,569)</b>	<b>(\$1,140,607)</b>

\* - Revised after midyear Board approval.

## Summary of Expenditures by Year

The following table provides a breakdown of operating expenses by year. The table shows a slight increase in operating expenses in FY 2024 compared to FY 2023.

Operating Expenses	FY 2024	FY 2023	FY 2022
Salaries and Wages	\$5,004,711	\$4,795,173	\$4,268,359
Employee Benefits	\$990,364	\$928,302	\$817,481
Fringe Benefits	\$2,668,262	\$2,686,731	\$2,504,084
Materials and Supplies	\$2,403,810	\$1,926,622	\$1,579,186
Outside Services	\$4,937,125	\$4,305,731	\$4,025,900
Groundwater Replenishment Fees	(145,944)	(\$130,668)	(\$145,176)
Utilities	\$2,363,631	\$2,039,999	\$1,499,998
Director's Fees	\$60,000	\$60,000	\$60,000
Engineering	\$66,000	\$42,000	\$42,000
Insurance	\$210,100	\$191,040	\$221,304
Audit	\$60,000	\$66,000	\$48,000
Long-Range Financial Plan (Rate Study)	\$96,000	\$72,000	\$0
Legal	\$504,000	\$865,000	\$750,000
Fixed Assets	\$771,014	\$2,051,157	\$2,202,684
Depreciation	\$4,449,600	\$4,025,551	\$3,938,448
Standby Reports	\$16,300	\$19,380	\$16,145
Dues and Subscriptions	\$78,402	\$68,907	\$60,402
Training and Conferences	\$259,558	\$254,152	\$214,294
Debt Issuance Cost	\$0	\$184,008	\$0
Groundwater Management	\$20,000	\$20,000	\$20,000
Other Expenses	\$55,360	\$76,360	\$76,060
General District Allocation	(\$1,127,928)	(\$1,236,444)	(\$1,071,408)
<b>Total Operating Expenses</b>	<b>\$23,740,365</b>	<b>\$23,126,993</b>	<b>\$21,127,761</b>



## Summary of Expenditures by Division

### Board of Directors

The Mission Springs Water District is governed by a Board of Directors consisting of five elected members. The Board meets the third Monday of every month at the District's Administration Building located at 66575 Second Street in the City of Desert Hot Springs, California. The Board's activities relate to the governing of the District, establishing policy through approval of the budget, resolutions and ordinances, and participating in community affairs, intergovernmental relations, and participation at selected water organization activities. Salaries and benefits included in this division represent the staff needs to manage and support the Board of Directors.

FY 2024 Operating Expenses	
Salaries and Wages	\$198,420
Employee Benefits	\$29,136
Fringe Benefits	\$110,940
Materials and Supplies	\$1,200
Outside Services	\$88,200
Director's Fees	\$60,000
Training and Conferences	\$50,850
<b>Total Operating Expenses</b>	<b>\$538,746</b>



## Administration

Administration is responsible for the overall day-to-day management of the District. Daily management includes the planning, control, direction, and evaluation of the District’s programs and resources. Administration staff researches and prepares recommendations for consideration by the Board on issues facing the District. Vested in Administration is the primary responsibility for assuring that Board policies are properly administered. The operating cost of Administration goes toward conservation, legal services, water resource activities, training, professional memberships, policies, procedures, analysis and reporting of goals and outcomes of the District.

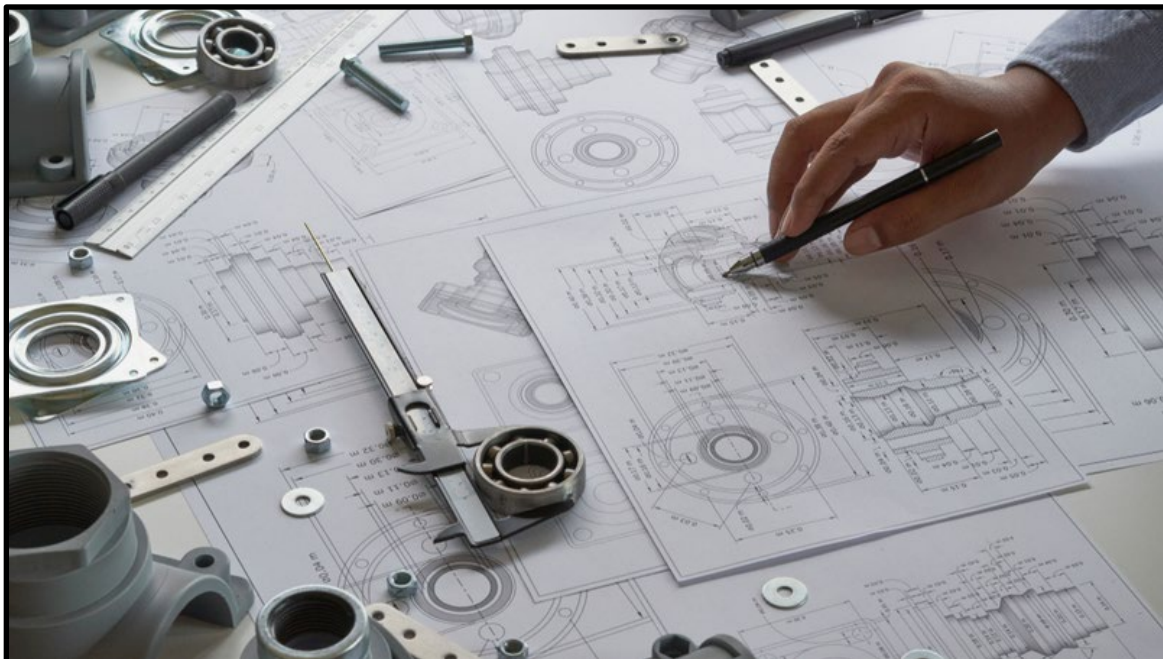
FY 2024 Operating Expenses	
Salaries and Wages	\$860,919
Employee Benefits	\$139,684
Fringe Benefits	\$481,202
Materials and Supplies	\$93,640
Outside Services	\$738,128
Utilities	\$54,250
Insurance	\$210,100
Legal	\$504,000
Fixed Assets	\$164,020
Dues and Subscriptions	\$69,627
Training and Conferences	\$105,908
<b>Total Operating Expenses</b>	<b>\$3,421,478</b>



## Engineering & Water Resources

The Engineering and Water Resources division is responsible for designing and building water infrastructure improvements to ensure adequate water supply and pressure for the current and future needs of the District.

FY 2024 Operating Expenses	
Salaries and Wages	\$248,820
Employee Benefits	\$48,900
Fringe Benefits	\$145,140
Materials and Supplies	\$6,550
Outside Services	\$500,419
Engineering	\$66,000
Dues and Subscriptions	\$3,500
Training and Conferences	\$8,500
Other Expenses	\$15,000
<b>Total Operating Expenses</b>	<b>\$1,042,829</b>



## Finance

The Finance and Customer Service divisions establish new water services, records customer water consumption, generates utility statements, handles customer service inquiries, and maintains accurate account records. Responsibilities include: budget preparation and development, accounting, auditing, financial reporting, debt management, and revenue collection.

FY 2024 Operating Expenses	
Salaries and Wages	\$947,028
Employee Benefits	\$251,844
Fringe Benefits	\$584,448
Materials and Supplies	\$4,300
Outside Services	\$197,601
Audit	\$60,000
Rate Study	\$96,000
Dues and Subscriptions	\$100
Training and Conferences	\$25,800
Other Expenses	\$2,360
<b>Total Operating Expenses</b>	<b>\$2,169,481</b>



### Innovation and Technology

The Innovation and Technology (IT) division was formally established in FY 2021-22 and is responsible for the administration and coordination of the District’s computer systems, including the Geographic Information System (GIS), and Supervisory Control and Data Acquisition (SCADA). The IT division provides ongoing support for future planning, employee technical training, and coordinates related services with contract consultants. Information system supported by IT include: telephones, cell phones, radio communication systems, voice-mail, routers, switches, VPN, and firewalls. IT also maintains internet and intranet connections including the monitoring and security of the District’s computer network data traffic.

FY 2024 Operating Expenses	
Salaries and Wages	\$103,572
Employee Benefits	\$17,016
Fringe Benefits	\$58,788
Materials and Supplies	\$15,000
Outside Services	\$535,027
Fixed Assets	\$322,994
Training and Conferences	\$8,000
<b>Total Operating Expenses</b>	<b>\$1,060,397</b>



## Public Outreach

The Public Outreach division is responsible for public outreach, news/media inquiries, education, and management of the District’s conservation programs.

FY 2024 Operating Expenses	
Salaries and Wages	\$107,556
Employee Benefits	\$15,396
Fringe Benefits	\$59,940
Materials and Supplies	\$168,900
General Consulting	\$128,000
Administrative Support	\$40,000
Video Production	\$35,000
Outside Services	\$117,500
Dues and Subscriptions	\$2,525
Training and Conferences	\$16,000
Groundwater Management	\$20,000
Other Expenses	\$38,000
<b>Total Operating Expenses</b>	<b>\$748,817</b>



## Water Operations

Water Operations is responsible for water treatment, storage, production, pumping, and distribution systems. Responsibilities include maintenance of the water production system including: 13 wells, 24 storage tanks, and 12 booster stations.

Water Operations also provides customers with high quality potable water. The distribution system requires a team effort of daily operation and regular maintenance to ensure a reliable and consistent water supply. Water Operations maintains and replaces: service lines, valves, and fire hydrants. This also includes meter readers which read approximately 13,840 meters per month using manual and automated meter reading technology.

FY 2024 Operating Expenses	
Salaries and Wages	\$1,412,316
Employee Benefits	\$288,876
Fringe Benefits	\$710,604
Materials and Supplies	\$1,852,920
Outside Services	\$1,408,660
Groundwater Replenishment Fees	(\$145,944)
Utilities	\$1,818,486
Fixed Assets	\$284,000
Standby Reports	\$13,300
Training and Conferences	\$35,000
<b>Total Operating Expenses</b>	<b>\$7,678,218</b>



### Wastewater Operations

Wastewater Operations is responsible for the wastewater collections, treatment, and disposal systems. Responsibilities include maintenance of the wastewater system including: 2 treatment plants, 125.1 miles of sanitary sewer lines, and 2,384 manholes.

FY 2024 Operating Expenses	
Salaries and Wages	\$1,126,080
Employee Benefits	\$199,512
Fringe Benefits	\$517,200
Materials and Supplies	\$261,300
Outside Services	\$1,148,590
Utilities	\$490,895
Standby Reports	\$3,000
Dues and Subscriptions	\$2,650
Training and Conferences	\$9,500
<b>Total Operating Expenses</b>	<b>\$3,758,727</b>





## Debt Service Fund Detail

At the beginning of FY 2023 the District had approximately \$7 million in outstanding long-term debt. This debt is related to the Groundwater Quality Protection Program which has been expanding the District’s sewer collection system and converting septic systems in the area for over 19 years. It is secured by assessment districts (not sanitary sewer rates) passed by local voters and the District uses collections from those assessments to service the debt payments. In FY 2023 the District added an additional \$15 million in debt for cashflow support through the construction of the RWRF. The following is a summary of the long-term debt and the amounts expected to be paid in FY 2024.

Long-Term Debt	Beginning Balance	Paid/Added in FY 2023	Ending Balance	Due in FY 2024
Special Assessment Bonds – Assessment District #4	\$4,000	\$4,000	\$0	\$0
Special Assessment Bonds – Assessment District #7	\$45,000	\$14,000	\$31,000	\$15,000
COP – U.S. Department of Agriculture – 2001	\$238,001	\$8,200	\$229,801	\$8,600
Installment Sale Agreement – City National Bank – 2017	\$1,225,517	\$256,305	\$969,212	\$263,792
Installment Sale Agreement – Hollman Capital Corporation	\$212,753	\$15,614	\$197,139	\$18,814
SWRCB – Assessment District #12, Phase IV	\$3,160,201	\$232,986	\$2,927,215	\$238,111
Installment Sale Agreement – City National Bank – 2013	\$835,462	\$58,182	\$777,280	\$60,591
Installment Sale Agreement – BBVA Compass Bank – 2014	\$1,911,344	\$120,910	\$1,790,434	\$125,733
Installment Sale Agreement – Wells Fargo Bank - 2023	\$0	(\$15,000,000)	\$15,000,000	\$0
<b>Total Long-Term Debt</b>	<b>\$7,632,278</b>	<b>(\$14,289,803)</b>	<b>\$21,922,081</b>	<b>\$730,641</b>

### **Assessment District #4 Special Assessment Bonds, Series R-1**

On February 15, 1983, the District issued special assessment bonds for \$88,200 for the construction of District improvements. The interest rate on the bonds is 11.375% per annum. Interest on the bonds is payable semi-annually on January 2 and July 2. Principal matures July 2 of each year through 2022.

### **Assessment District #7 Special Assessment Bonds**

On February 28, 1985, the District issued special assessment bonds for \$222,200 to aid in financing a sewage collection system for Assessment District #7. The interest rate on the bonds is 7.25% per annum. Interest on the bonds is payable semi-annually on January 2 and July 2. Principal matures July 2 of each year through 2024.

### **Certificates of Participation – United States Department of Agriculture**

On July 3, 2001, the District entered into a loan agreement with the U.S.D.A. and a Certificate of Participation (COP) was issued for \$348,000 to improve waterlines in Improvement District “E”. The interest rate on the COP is 4.50% per annum. Interest on the COP is payable semi-annually on February 1 and August 1. Principal matures February 1 of each year through 2041.

### **Assessment District #12, Phase I and Phase II – Refinance**

On June 26, 2006, the District entered into an installment sale agreement with La Salle National Bank in the amount of \$2,200,000. The proceeds from this contract were used to purchase Assessment Districts #12 bonds totaling \$1,630,024. The bond proceeds were used for Assessment District #12, Phase I costs.

On September 21, 2007, the District entered into an installment sale agreement with La Salle National Bank in the amount of \$1,600,000. The proceeds from this contract were used to purchase Assessment Districts #12 bonds totaling \$1,329,530. The bond proceeds were used for Assessment District #12, Phase II costs.

On December 22, 2017, the District entered into a loan agreement with City National Bank in the amount of \$2,395,013. The proceeds from this contract were used to pay off the Phase I and II La Salle National Bank loans in the amount of \$1,309,488 and \$1,019,315, respectively. The interest rate on the loan agreement is 2.90% per annum. Principal and interest on the bonds is payable semi-annually on March 21 and September 21. Principal matures through September 21, 2027.

### **Mission Creek – 80 Acres**

On June 21, 2013, the District entered into an installment sales agreement with Holman Capital Corporation in the amount of \$328,000. The proceeds were used to purchase 80 acres of land for future water system improvements. The interest rate on the installment sales agreement is 4.19% per annum. Interest on the bonds is payable semi-annually on

June 7 and December 7. Principal matures on June 7 and December 7 of each year through June 7, 2033.

### **State Water Resources Control Board – State Revolving Fund Assessment District #12, Phase IV**

In August 2012 (and later amended in January 2013), the District entered into a financing agreement with the State Water Resources Control Board (SWRCB) for a total amount of \$9,957,921 for the purpose of financing Assessment District #12, Phase III costs. This program is a loan from the Clean State Revolving Fund (SRF) of which 50% of the principal amount was forgiven. This was made possible through Federal Environmental Protection Agency funds granted to SRF. The interest rate on the loan is 2.2% with principal and interest payments due annually on January 31 beginning in 2015, final payment is due January 31, 2034.

### **Assessment District #12, Phase V**

On December 19, 2013, the District entered into an installment sales agreement with City National Bank in the amount of \$1,215,000. The proceeds were used to purchase Assessment District #12 bonds totaling \$1,096,329 for Phase V costs. The interest rate on the installment sales agreement is 4.10% per annum. Interest on the bonds is payable semi-annually on March 2 and September 2. Principal matures on March 2 and September 2 of each year through 2029.

### **Assessment District #12, Phase VI**

On November 1, 2014, the District entered into an installment sales agreement with BBVA Compass Bank in the amount of \$2,700,000. The proceeds were used to purchase Assessment District #12 bonds totaling \$2,582,000 for Phase VI costs. The interest rate on the installment sales agreement is 3.95% per annum. Interest on the bonds is payable semi-annually on March 2 and September 2. Principal matures on March 2 and September 2 of each year through 2029.

### **Installment Sales Agreement – Nancy Wright Regional Water Reclamation Facility**

On January 26, 2023, the District entered into an installment sales agreement with Wells Fargo Bank in the amount of \$15,000,000. The proceeds were used for cashflow resources while the District waits to submit a grant reimbursement for the Nancy Wright Regional Water Reclamation Facility. The final grant submittal approval was received on June 1, 2023, and the first grant disbursement is expected in August 2023. The interest rate on the installment sales agreement is 3.99% per annum. Interest only payments are due every month and the principal matures on January 25, 2025.

## **CAPITAL IMPROVEMENTS**

For financial reporting purposes, a capital item is defined as an individual item with a cost of at least \$10,000 and an estimated useful life of more than one year. Each year as part of the budgetary process, the District’s staff contemplates capital needs for the coming fiscal year in conjunction with any capital plans that are in place. These annual analyses are based on facts known at the time of the preparation of the budget. The District’s capital items include water and sewer infrastructure, facilities, equipment, and fleet.



The District’s ongoing capital program represents improvements and/or replacements of critical infrastructure in both the water and sewer systems. District staff continually monitor system conditions and propose projects annually that will minimize system breakdown and increase system efficiencies. District vehicles and equipment are also part of the capital program. Because capital projects often span more than one fiscal year, appropriations of funds are carried over from one fiscal year to the next until the projects are completed. Funding for capital projects come from a variety of sources including rates, loans, grants, and assessment districts.

### **Summary of Reserve**

Over the past several years, and because of the 2016 rate action, the District’s reserves have stabilized. The Board and staff continue to monitor these levels to ensure the financial stability of the District in the future. These reserves enable the District to properly maintain and replace its necessary infrastructure as well as create an emergency reserve against external circumstances.

MSWD continues to maintain financial stability and strong reserves through prudent and conservative money management practices, despite volatile financial markets.

The District converted its treasury holdings to CalTrust. CalTrust has provided significantly better total investment returns for the District since joining in 2017. While complying with California Government Code 53601 and 53605, CalTrust seeks to attain as high a level of current income as is consistent with preservation of principal and aligned with the public agency funds guidepost of Safety, Liquidity, and Yield. The District holds cash reserves for various



purposes, the largest of which is a Capital Reserve Fund of approximately \$43.5 million as of May 31, 2023 as shown in the table below.

Wells Fargo	Fund Total
Operating Cash Account	\$7,700,249
CalTrust	
Liquidity Fund	\$2,640,878
Short-Term Fund	\$11,614,564
Medium-Term Fund	\$21,518,240
<b>Sub-Total CalTrust</b>	<b>\$35,773,682</b>
<b>Total District Cash</b>	<b>\$43,473,931</b>

### Equipment Replacement Program

The District maintains an Equipment Replacement Fund. Currently, there is one piece of equipment that needs replacement during FY 2024 totaling \$32,000. This item is in support of the Sewer District Fund. Funds expended on equipment replacement projects in the current year will be spent on projects approved by the Board of Directors in previous years (continuing appropriations) as well as the current year. Continuing appropriations from FY 2023 and 2024 totaled \$580,000 and \$32,000, respectively. The FY 2024 Budget is shown in the table below.

Description	Continuing Appropriations from FY 2023	Proposed for FY 2024	Final for FY 2024	Fund in FY 2024 Budget
John Deere 3032E Compact Utility Tractor	\$0	\$32,000	\$32,000	\$32,000
<b>Total Operating Expenses</b>	<b>\$0</b>	<b>\$32,000</b>	<b>\$32,000</b>	<b>\$32,000</b>



## Capital Improvement Program Summary

The District maintains a 5-year Capital Improvement Program. Currently, there are 56 projects in the Capital Improvement Program totaling \$148,296,540. Funds expended on capital projects in the current year will be spent on projects approved by the Board of Directors in previous years (continuing appropriations) as well as the current year. Continuing appropriations from FY 2023 total \$147,643,032 and additional projects added during FY 2024 total \$4,382,100. However, only \$76,827,465 will be funded from the FY 2024 Budget as shown in the table below.

<b>Total Continuing Appropriations from FY 2023 Budget</b>	\$147,643,032
<b>Total Capital Projects added for FY 2024 Budget</b>	\$4,382,100
<b>Total Capital Projects completed in FY 2023</b>	(\$3,728,592)
<b>Final Capital and Continuing Appropriations for FY 2024 Budget</b>	\$148,296,540
<b>Funded Projects for FY 2024 Budget</b>	\$76,827,465

Of the \$76,827,465 to be funded during FY 2024, it is expected that \$69,850,000 will be funds collected from Assessment Districts and Grants, \$18,200,000 from low-interest loans, giving a positive cashflow to the District of \$11,222,535 from the District’s Capital Reserve Fund as shown in the table below.

<b>Budgeted Cash Outflow Related to Capital Projects</b>	\$76,827,465
<b>Expected Proceeds from Assessment Districts and Grants</b>	(\$69,850,000)
<b>Expected Proceeds from Low-Interest Loans</b>	(\$18,200,000)
<b>Expected Net Cash Outflow Related to Capital Projects</b>	(\$11,222,535)

Of the 56 projects in the 5-year Capital Improvement Program, there are 5 projects totaling \$19,067,694 for the General District, 29 projects totaling \$16,163,836 for the Water District, and there are 22 projects totaling \$41,595,935 for the Sewer District.

<b>Budgeted Cash Outflow Related to Capital Projects</b>	\$76,827,465
<b>5 Projects Benefiting the General District Fund</b>	\$19,067,694
<b>29 Projects Benefiting the Water District Fund</b>	\$16,163,836
<b>22 Projects Benefiting the Sewer District Fund</b>	\$41,595,935

## Capital Improvement Program Projects

The District maintains a 5-year Capital Improvement Program. Currently, there are 56 projects in the Capital Improvement Program totaling \$148,296,540. Funds expended on capital projects in the current year will be spent on projects approved by the Board of Directors in previous years (continuing appropriations) as well as the current year. Continuing appropriations from FY 2023 total \$147,643,032 and additional projects added during FY 2024 total \$4,382,100. However, only \$76,827,465 will be funded from the FY 2024 Budget for the 56 individual capital projects as shown in the table below.

Description	Continuing Appropriations from FY 2023	Proposed/ Completed for FY 2024	Final for FY 2024	Fund in FY 2024 Budget
Sewer Encasement I-10/Indian	\$251,972	\$0	\$251,972	\$0
Water Infrastructure Site	\$1,000	(\$1,000)	\$0	\$0
1240Z Trans Line Quail Terrace	\$447,995	(\$447,995)	\$0	\$0
4 MG Reservoir	\$176,699	(\$176,699)	\$0	\$0
Reservoir @ 1400 Zone	\$25,432	(\$25,432)	\$0	\$0
Prelim Design Horton WWTP Exp #5	\$171,703	\$0	\$171,703	\$0
Final Design Horton WWTP Exp #5	\$940,340	\$0	\$940,340	\$0
Well #38 Design	\$375,000	\$0	\$375,000	\$0
Horton WWTP Expansion #5	\$13,404,000	\$0	\$13,404,000	\$0
EIR Horton WWTP Expansion #5	\$71,416	\$0	\$71,416	\$0
Well #42	\$4,600,000	\$0	\$4,600,000	\$2,210,777
Land 29 Acres Phil Kerr	\$159,062	(\$159,062)	\$0	\$0
1530 Zone Redbud Tank #2	\$80,000	\$0	\$80,000	\$9,292
I-10 & Indian Sewer Collection System	\$602,000	\$50,000	\$652,000	\$57,332
Well & Booster SCADA Enhancement	\$30,000	(\$30,000)	\$0	\$0

**CAPITAL IMPROVEMENTS 2024**

Description	Continuing Appropriations from FY 2023	Proposed/ Completed for FY 2024	Final for FY 2024	Fund in FY 2024 Budget
Regional Wastewater Reclamation Facility	\$51,000,000	\$0	\$51,000,000	\$20,001,215
GQPP Area M-2 (AD #15)	\$10,250,000	\$1,200,000	\$11,450,000	\$10,819,868
Conveyance Line from LS to RWRF	\$8,300,000	\$0	\$8,300,000	\$7,257,876
Chromium 6 Compliance Study	\$200,000	\$0	\$200,000	\$185,511
HWWTP Influent Pump Station Odor Control	\$730,000	\$0	\$730,000	\$82,745
Desert Willows Water Line Replacement	\$1,990,000	(\$1,990,000)	\$0	\$0
Well 29 Chromium 6 Treatment Design	\$200,000	\$0	\$200,000	\$200,000
GQPP Area J-2	\$300,000	\$0	\$300,000	\$6,146
HWWTP ASU Demolition	\$167,275	\$0	\$167,275	\$122,198
HWWTP Percolation Ponds	\$380,000	\$0	\$380,000	\$29,786
GQPP Areas H & I Design and Engineering	\$460,000	\$0	\$460,000	\$129,775
Block Wall at Corporate Yard & Wastewater Facility	\$155,000	\$0	\$155,000	\$153,548
Block Wall & Fence at Terrace Reservoir	\$226,288	\$0	\$226,288	\$200,340
Booster Pump Rehabilitation Program	\$150,000	\$0	\$150,000	\$80,515
Modular Enclosure – Chlorine Equipment & Well Sites	\$124,180	\$0	\$124,180	\$38,018
Electrical Panel Motor Rehab Well #24	\$633,404	(\$633,404)	\$0	\$0
Pavement Repairs – Corporate Yard	\$345,575	\$0	\$345,575	\$301,818
Terrace Reservoir #1	\$754,343	\$0	\$754,343	\$723,675




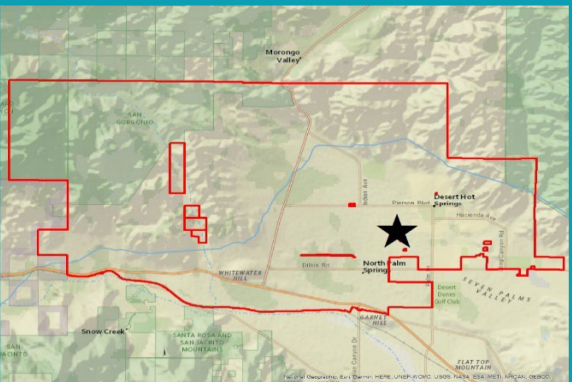

## CAPITAL IMPROVEMENTS 2024

Description	Continuing Appropriations from FY 2023	Proposed/ Completed for FY 2024	Final for FY 2024	Fund in FY 2024 Budget
Terrace Reservoir #2	\$814,461	\$0	\$814,461	\$782,086
Terrace Reservoir #3	\$361,363	\$0	\$361,363	\$330,480
Vista Reservoir Rehabilitation	\$975,427	\$0	\$975,427	\$849,448
Well 22 Rehabilitation	\$660,000	\$900,000	\$1,560,000	\$1,328,219
HWWTP Above Ground Piping & Appurtenance Rehabilitation	\$150,000	\$0	\$150,000	\$149,656
HWWTP SCADA Upgrades	\$129,008	\$0	\$129,008	\$94,006
GQPP Area A & G Design & Engineering	\$1,600,000	\$0	\$1,600,000	\$1,099,118
New Administration Building	\$33,300,000	\$0	\$33,300,000	\$16,802,667
2020 Water CIP Pipeline Replacement	\$2,264,975	\$0	\$2,264,975	\$1,989,786
Sewer System Collections	\$750,000	\$0	\$750,000	\$192,873
Horton North Building Improvements	\$150,000	(\$150,000)	\$0	\$0
Well & Reservoir Site Security Cameras	\$225,075	\$0	\$225,075	\$222,708
Emergency Backup Generator Well 27/31	\$411,002	\$0	\$411,002	\$395,166
Emergency Backup Generator Well 32	\$300,331	\$0	\$300,331	\$284,230
Emergency Backup Generator Well 37	\$300,331	\$0	\$300,331	\$284,200
Filtration for HWWTP	\$1,500,000	\$0	\$1,500,000	\$1,391,082
GQPP Area D3-1 Sewer Design	\$156,000	\$0	\$156,000	\$147,159
Portable Booster/Transfer Pump	\$180,000	\$0	\$180,000	\$180,000

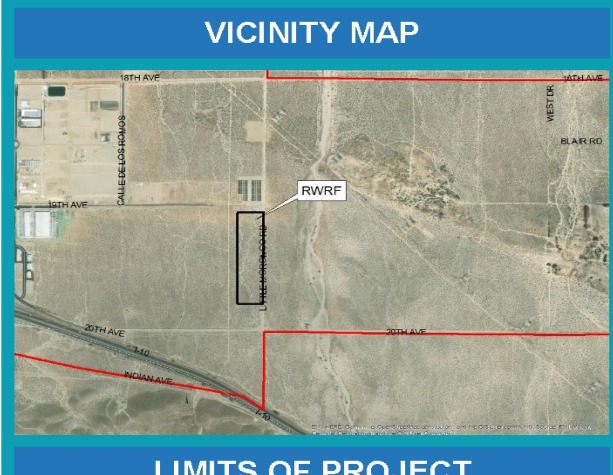
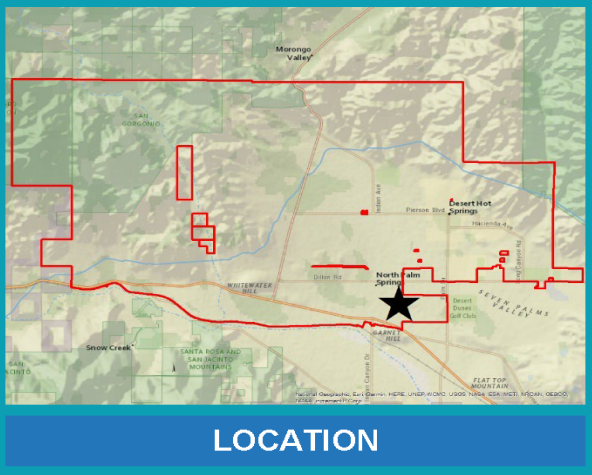
**CAPITAL IMPROVEMENTS 2024**

Description	Continuing Appropriations from FY 2023	Proposed/ Completed for FY 2024	Final for FY 2024	Fund in FY 2024 Budget
Trailer Mounted Portable Generators	\$537,375	\$0	\$537,375	\$537,375
Reservoir Rehabilitation Program Design FY 2022	\$120,000	\$0	\$120,000	\$120,000
Well Rehabilitation Program Design FY 2022	\$120,000	\$0	\$120,000	\$66,472
Administration Office Repairs (Drywall & Painting)	\$135,000	\$0	\$135,000	\$99,661
Pierson Blvd Slurry Seal Project	\$183,000	\$0	\$183,000	\$183,000
Riverside County Mountain View Resurfacing Project	\$33,000	\$0	\$33,000	\$33,000
Well 35 Equipment Installation	\$2,700,000	\$0	\$2,700,000	\$2,685,773
Well 34 Rehabilitation	\$475,000	\$0	\$475,000	\$464,997
Well 34/35 Intertie	\$1,100,000	\$0	\$1,100,000	\$1,100,000
19 <sup>th</sup> – 20 <sup>th</sup> Ave & Little Morongo Roadway Project	\$309,000	\$0	\$309,000	\$286,768
Muffin Monster 6-inch Inline Grinder	\$0	\$15,100	\$15,100	\$15,100
New Wachs ERV-750 Valve Machine	\$0	\$42,000	\$42,000	\$42,000
2024 New Meters 3/4" – 2"	\$0	\$350,000	\$350,000	\$350,000
ERP System Replacements	\$0	\$1,710,000	\$1,710,000	\$1,710,000
<b>Total</b>	<b>\$147,643,032</b>	<b>\$653,508</b>	<b>\$148,296,540</b>	<b>\$76,827,465</b>

## Capital Improvement Program Project Information

		<h3>Capital Improvement Project Information</h3> <h4>New Administrative Building</h4>	
		<h4>VICINITY MAP</h4> 	
<h4>LOCATION</h4>		<h4>LIMITS OF PROJECT</h4>	
<p><b>PROJECT TITLE:</b> New Administrative Building</p>		<p><b>ESTIMATED SCHEDULE:</b> DESIGN: To be completed by 12/2023 CONSTRUCTION: 3/2023 – 2/2025</p>	
<p>Job Number: 11621</p>		<p><b>FUNDING SOURCE:</b> MSWD Funds, State Funds, Grant Funds</p>	
<p><b>PROJECT TYPE:</b> Facility Improvements</p>		<p><b>PROJECT MANAGER:</b> E. Weck</p> <p><b>CIP ACCOUNT NO.:</b> 101 General Fund</p>	
<p><b>PROJECT DESCRIPTION:</b> Mission Springs Water District strives to provide the best quality water and wastewater service to its customers. Over the past several decades, Mission Springs Water District has grown and seeks to construct a new Administrative Building to allow the District to grow and continue to provide service to its customers.</p>			
<p><b>PROJECT BUDGET (FY 23/24):</b> DESIGN: \$1,700,000 CONSTRUCTION: \$31,600,000 TOTAL: \$33,300,000</p>			

**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
 Regional Wastewater Treatment Facility



**PROJECT TITLE:**  
 Regional Wastewater Treatment Facility

**Job Number:** 11424

**Project Type:**  
 Wastewater Treatment Facility

**ESTIMATED SCHEDULE:**  
 DESIGN: 7/2021  
 CONSTRUCTION: 04/2022 – 12/2023

**FUNDING SOURCES:**  
 MSWD Funds  
 State Water Board Funds

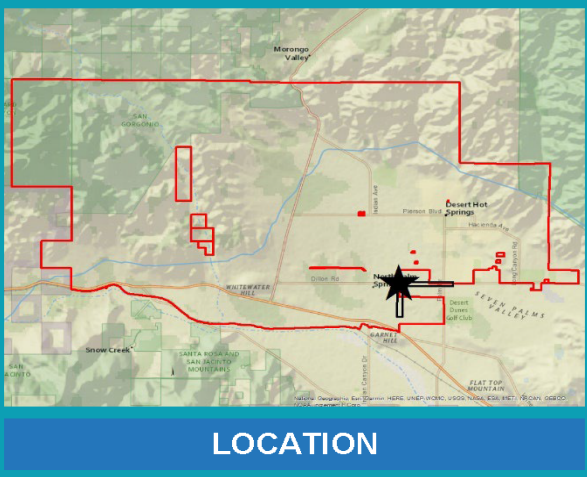
**PROJECT MANAGER:**  
 S. Ledbetter/E. Weck

**CIP ACCOUNT NO.:** 301 Sewer Fund

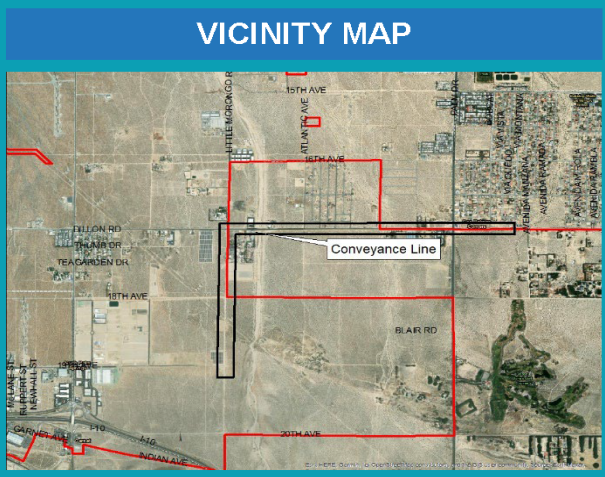
**PROJECT DESCRIPTION:** The project will construct a new 1.5 million gallon per day sequence batch reactor wastewater treatment plant. Project includes new operations and administration building that will house a solids processing area, chemical storage area, maintenance, electrical room, and blower room.

**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$49,000,000  
 INSPECTION/CONSTRUCTION ENGINEERING: \$2,000,000  
 TOTAL: \$51,000,000

**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
**Conveyance Line Construction**



**LOCATION**



**VICINITY MAP**  
**LIMITS OF PROJECT**

**PROJECT TITLE:**  
 Conveyance Line Construction

**Job Number:** 11426

**PROJECT TYPE:**  
 Wastewater Construction

**ESTIMATED SCHEDULE:**  
 DESIGN: 06/2022  
 CONSTRUCTION: 2/2023 – 12/2023

**FUNDING SOURCE:**  
 MSWD Funds  
 State Funds

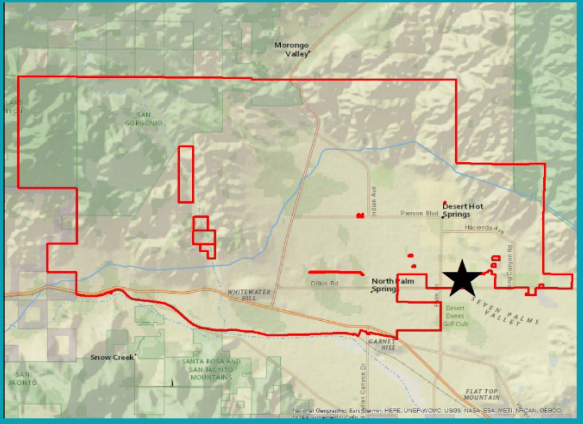
**PROJECT MANAGER:**  
 E. Weck / S. Ledbetter

**CIP ACCOUNT NO.:** 301 Sewer Fund

**PROJECT DESCRIPTION:** MSWD's new West Valley Conveyance Line is one of three concurrent projects that will provide wastewater flows to the District's new Regional Water Reclamation Facility. The West Valley Conveyance Line project includes a force main from the existing Dos Palmas Lift Station at Dillon Road and Avenida Manzana to Little Morongo Road and Dillon Road. From there, a gravity line will bring flows down to the new regional plant.

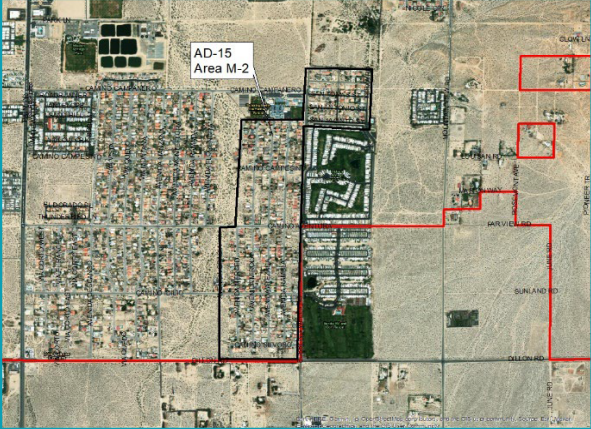
**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$7,700,000  
 INSPECTION/CONSTRUCTION ENGINEERING: \$600,000  
 TOTAL: \$8,300,000

**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
**M-2, Septic to Sewer Construction**



**LOCATION**

**VICINITY MAP**



**LIMITS OF PROJECT**

**PROJECT TITLE:**  
M-2 Septic to Sewer Construction

**Job Number:** 11426

**PROJECT TYPE:**  
Septic tank abatement / Assessment District

**ESTIMATED SCHEDULE:**  
DESIGN: 9/2022  
CONSTRUCTION: 12/2023 – 12/2024


**FUNDING SOURCE:**  
Assessment District 15 Proceeds  
State Grant Funds

**PROJECT MANAGER:**  
E. Weck/S. Ledbetter

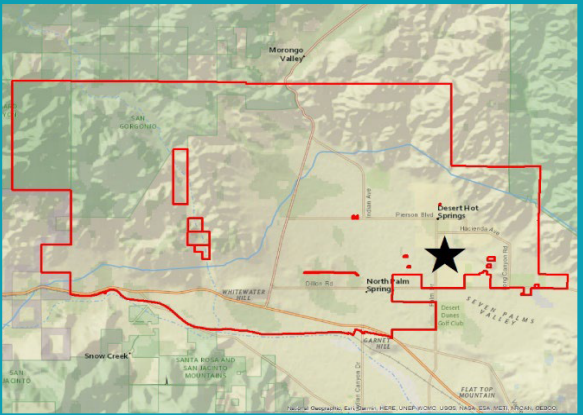
**CIP ACCOUNT NO.:** 301 Sewer Fund

**PROJECT DESCRIPTION:** The Area M-2 Sewer Collection System will connect 695 parcels to the MSWD sewer systems and abate 405 on-site septic disposal systems. The Area M-2 Sewer Collection System is one of the three projects that comprise the Regional Water Reclamation Facility Project.

**PROJECT BUDGET (FY 23/24):**  
CONSTRUCTION: \$10,450,000  
INSPECTION/CONSTRUCTION ENGINEERING: \$1,000,000  
TOTAL: \$11,450,000




**Capital Improvement Project Information**  
Horton Wastewater Treatment Plant Upgrade – Tertiary Filtration



**LOCATION**

**VICINITY MAP**



**LIMITS OF PROJECT**

**PROJECT TITLE:**  
HWWTP Upgrade – Filtration

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**Job Number:** 11689

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**PROJECT TYPE:**  
Horton Wastewater Facility Improvements

**ESTIMATED SCHEDULE:**  
DESIGN: 3/2022  
CONSTRUCTION: On hold-pending grant funding

**FUNDING SOURCE:**  
MSWD Funds

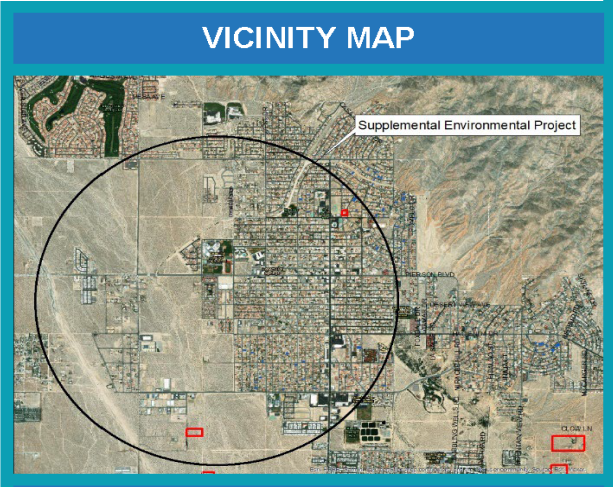
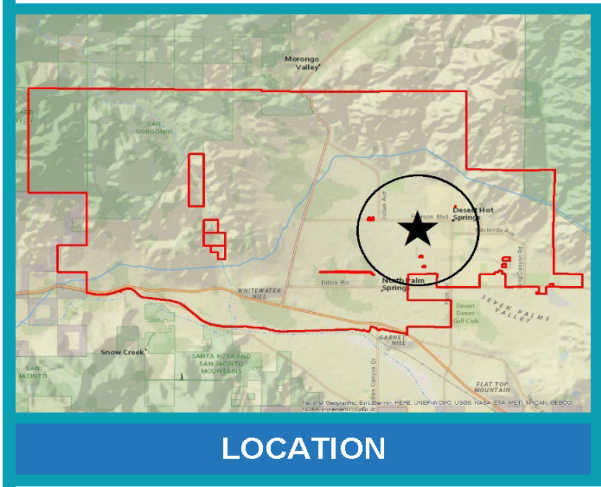
**PROJECT MANAGER:**  
E. Weck/S. Ledbetter

**CIP ACCOUNT NO.:** 301 Sewer Fund

**PROJECT DESCRIPTION:** The Horton Wastewater Treatment Plant has experienced problems with poor infiltration rates in the percolation ponds due to the high concentration of suspended solids in the secondary effluent. The new WWTP Tertiary Effluent Filters will increase the pond efficiency as a reduction of the suspended solids concentration in the secondary effluent.

**PROJECT BUDGET (FY23/24):**  
CONSTRUCTION: \$1,360,000  
INSPECTION/CONSTRUCTION ENGINEERING: \$140,000  
TOTAL: \$1,500,000

**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
**Supplemental Environmental Project**



**PROJECT TITLE:**  
 Supplemental Environmental Project

**LIMITS OF PROJECT**

**Job Number:** 11732

**ESTIMATED SCHEDULE:**  
 DESIGN: 05/2023  
 CONSTRUCTION: 8/2023 – 11/2023

**PROJECT TYPE:**  
 Septic to Sewer Conversion

**FUNDING SOURCE:**  
 MSWD Funds

**PROJECT MANAGER:**  
 E. Weck

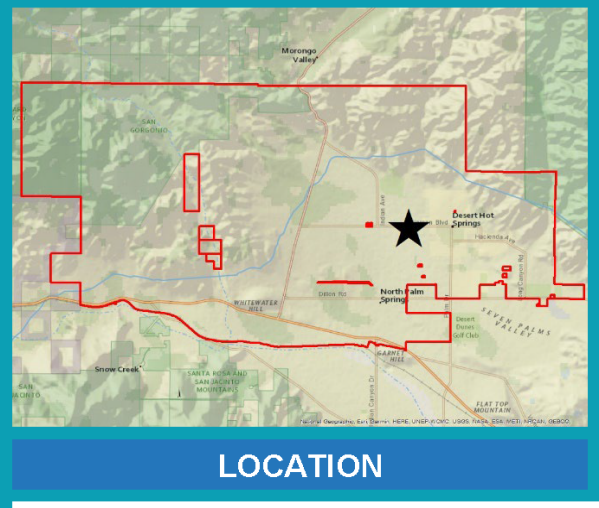
**CIP ACCOUNT NO.:** 301 Sewer Fund

**PROJECT DESCRIPTION:** Pursuant to a settlement of an enforcement action with the Colorado River Basin Water Board, MSWD is to conduct a septic to sewer conversion program, abandoning septic systems located on private property and enhancing groundwater quality protection by removing known point sources of groundwater degradation in high-density economically disadvantaged areas. Staff estimates that 21 properties can be benefited by this project.

**PROJECT BUDGET (FY 23/24): \$300,000**  
 CONSTRUCTION: \$290,000  
 INSPECTION/CONSTRUCTION ENGINEERING: \$10,000  
 TOTAL: \$300,000



**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
**Well 22 Rehabilitation**



**PROJECT TITLE:**  
Well 22 Rehabilitation

**LIMITS OF PROJECT**

**Job Number:** 11611

**ESTIMATED SCHEDULE:**  
 DESIGN: 06/2023  
 CONSTRUCTION: 12/2023 – 03/2024  
**FUNDING SOURCE:**  
 MSWD Funds  
**PROJECT MANAGER:**  
 E. Weck / S. Ledbetter  
**CIP ACCOUNT NO.:** 201 Water Fund

**PROJECT TYPE:**  
Reservoir Rehabilitation/Upgrade

**PROJECT DESCRIPTION:** Well 22 needs maintenance and rehabilitation. Well improvements include downhole rehabilitation and chemical treatment, new discharge piping and outlet systems, electrical panels, and new pump improvements.

**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$1,460,000  
 INSPECTION/CONSTRUCTION ENGINEERING: \$100,000  
 TOTAL: \$1,560,000

## Capital Improvement Project Information

### Well 34 Rehabilitation

**LOCATION**

**VICINITY MAP**

**LIMITS OF PROJECT**

**PROJECT TITLE:**  
Well 34 Rehabilitation

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**Job Number:** 11742

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**PROJECT TYPE:**  
Well Rehabilitation/Upgrade

**ESTIMATED SCHEDULE:**  
DESIGN: 6/2023  
CONSTRUCTION: 09/2023-1/2024

**FUNDING SOURCE:**  
Developer Funded

**PROJECT MANAGER:**  
E. Weck

**CIP ACCOUNT NO.:** 201 Water Funds

**PROJECT DESCRIPTION:** Rehabilitation of Well 34 will include chemical treatment, brushing, and bailing of casing pipe; and other necessary enhancements.

**PROJECT BUDGET (FY 23/24):**  
DESIGN: \$25,000  
CONSTRUCTION: \$450,000  
TOTAL: \$475,000



## Capital Improvement Project Information

### Well 35 Equipment Installation



LOCATION

VICINITY MAP



LIMITS OF PROJECT

**PROJECT TITLE:**  
Well 35 Equipment Installation

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**Job Number:** 11741

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**PROJECT TYPE:**  
Well Rehabilitation/Upgrade

**ESTIMATED SCHEDULE:**  
 DESIGN: 9/2022 – 7/2023  
 CONSTRUCTION: 1/2024 – 9/2024


**FUNDING SOURCE:**  
Developer provided deposit

**PROJECT MANAGER:**  
E. Weck / S. Ledbetter

**CIP ACCOUNT NO.:** 201 Water Fund

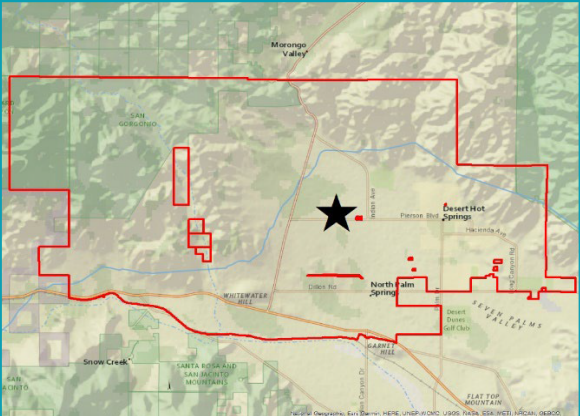
**PROJECT DESCRIPTION:** Well 35 was drilled as part of the original development of Skyborne. This project will provide the pump, motor, shelter, and all necessary electrical equipment to bring Well 35 into operation.

**PROJECT BUDGET (FY 23/24):**  
 DESIGN: \$100,000  
 CONSTRUCTION: \$2,600,000  
 TOTAL: \$2,700,000



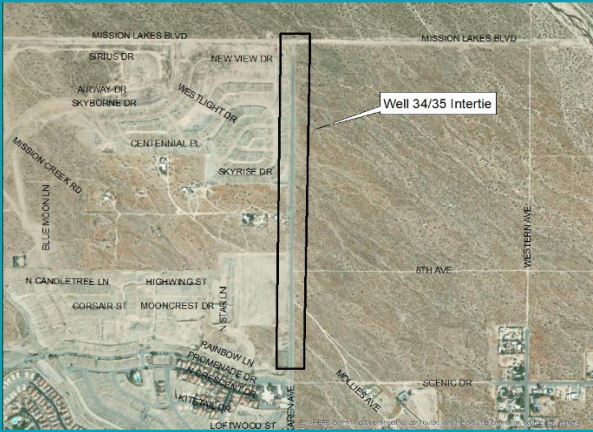
## Capital Improvement Project Information

### Well 34/35 Intertie



LOCATION

VICINITY MAP



LIMITS OF PROJECT

<p><b>PROJECT TITLE:</b> Well 34/35 Intertie</p>	<p><b>ESTIMATED SCHEDULE:</b> DESIGN: 7/2023 CONSTRUCTION: 9/2023 – 1/2024</p>
<p><b>Job Number:</b> 11743</p>	<p><b>FUNDING SOURCE:</b> Developer Funded</p>
<p><b>PROJECT TYPE:</b> Well Rehabilitation/Upgrade</p>	<p><b>PROJECT MANAGER:</b> E. Weck</p>
<p><b>CIP ACCOUNT NO.:</b> 201 Water Fund</p>	

**PROJECT DESCRIPTION:** 18-inch water main along Karen Avenue connecting Well 34 and Well 35.

**PROJECT BUDGET (FY 23/24):**  
DESIGN: \$100,000  
CONSTRUCTION: \$1,000,000  
TOTAL: \$1,100,000

## Capital Improvement Project Information

### Well 42 Construction

**LOCATION**

**VICINITY MAP**

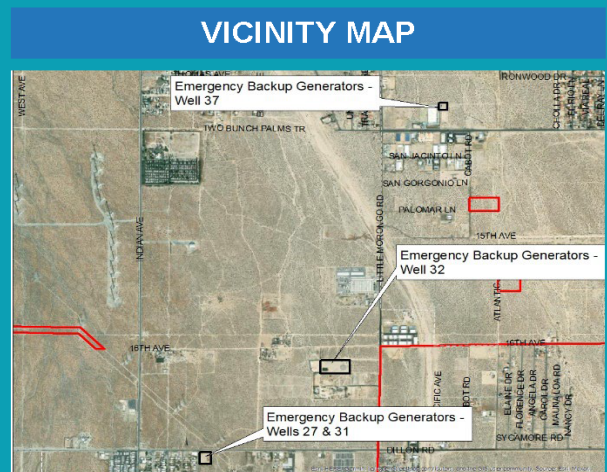
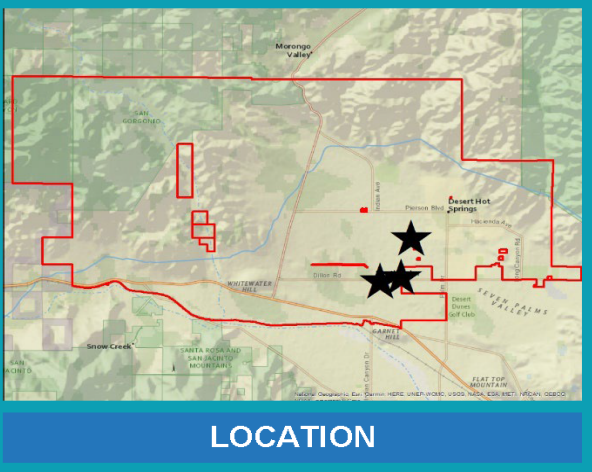
**LIMITS OF PROJECT**

<p><b>PROJECT TITLE:</b> Well 42 Construction</p>	<p><b>ESTIMATED SCHEDULE:</b> DESIGN: 9/2020 CONSTRUCTION: 1/2021 – 1/2024</p>
<p><b>Job Number:</b> 11147</p>	<p><b>FUNDING SOURCE:</b> MSWD Funds</p>
<p><b>PROJECT TYPE:</b> Well Construction</p>	<p><b>PROJECT MANAGER:</b> E. Weck / S. Ledbetter</p>
	<p><b>CIP ACCOUNT NO.:</b> 201 Water Fund</p>

**PROJECT DESCRIPTION:** Currently, under construction, the well will provide an additional water source for MSWD’s 1240 and 1400 pressure zones.

**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$4,300,000  
 INSPECTION/CONSTRUCTION ENGINEERING: \$300,000  
 TOTAL: \$4,600,000

**Capital Improvement Project Information**  
**Emergency Generator Backup – Various Well Locations**



**PROJECT TITLE:**  
 Emergency Generator Backup – Wells

**LIMITS OF PROJECT**

Job Numbers: 11666, 11667, 11668

**ESTIMATED SCHEDULE:**  
 DESIGN: 7/2023  
 CONSTRUCTION: 10/2023 – 5/2024

**FUNDING SOURCE:**  
 MSWD Funds  
 State Funds


**PROJECT TYPE:**  
 Emergency Preparedness

**PROJECT MANAGER:**  
 E. Weck / S. Ledbetter

**CIP ACCOUNT NO.:** 201 Water Fund

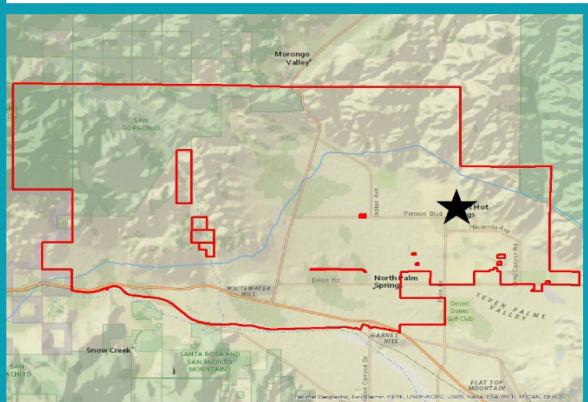
**PROJECT DESCRIPTION:** As part of MSWD's emergency response plan, this project will add fixed base generators with automatic transfer switches at four well sites. Currently, in the design process, the generators will minimize water delivery impacts to our customers in the event of a power outage or Public Safety Power Shutoff by Southern California Edison. Wells 27, 31, 32 and 37 will benefit from this project.

**PROJECT BUDGET (FY 23/24):**  
 DESIGN: \$96,000  
 CONSTRUCTION: \$915,664  
 TOTAL: \$1,011,664




### Capital Improvement Project Information

Terrace Reservoir 1



**LOCATION**

**VICINITY MAP**



**PROJECT TITLE:**  
Terrace Reservoir 1

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**Job Number:** 11607

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**PROJECT TYPE:**  
Reservoir Tank Rehabilitation

**LIMITS OF PROJECT**

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**ESTIMATED SCHEDULE:**  
 DESIGN: 3/2021  
 CONSTRUCTION: On hold-additional funding needed

**FUNDING SOURCE:**  
MSWD Funds

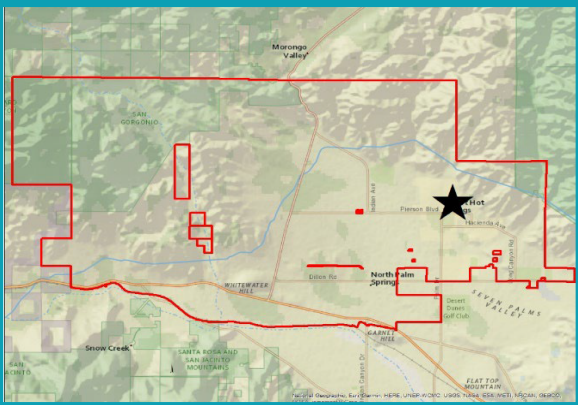
**PROJECT MANAGER:**  
E. Weck / S. Ledbetter

**CIP ACCOUNT NO.** 201 Water Fund

**PROJECT DESCRIPTION:** District staff has identified required rehabilitation and maintenance of the Terrace Reservoirs site to enhance safety and operations and maintenance activities of the three existing reservoirs.

**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$654,343  
 INSPECTION/CONSTRUCTION ENGINEERING: \$100,000  
 TOTAL: \$754,343

**MSWD** Mission Springs Water District  
**Capital Improvement Project Information**  
 Terrace Reservoir 2



**LOCATION**

**VICINITY MAP**



**LIMITS OF PROJECT**

**PROJECT TITLE:**  
Terrace Reservoir 2

**Job Number:** 11608

**PROJECT TYPE:**  
Reservoir Tank Rehabilitation

**ESTIMATED SCHEDULE:**  
 DESIGN: 3/2021  
 CONSTRUCTION: On hold-additional funding needed

**FUNDING SOURCE:**  
MSWD Funds

**PROJECT MANAGER:**  
E. Weck / S. Ledbetter

**CIP ACCOUNT NO.** 201 Water Fund

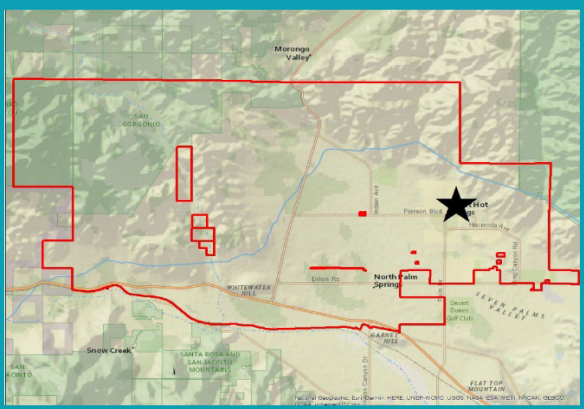
**PROJECT DESCRIPTION:** District staff has identified required rehabilitation and maintenance of the Terrace Reservoirs site to enhance safety and operations and maintenance activities of the three existing reservoirs.

**PROJECT BUDGET (FY 23/24):**  
 CONSTRUCTION: \$670,461  
 INSPECTION/CONSTRUCTION ENGINEERING: \$144,000  
 TOTAL: \$814,461





**Capital Improvement Project Information**  
Terrace Reservoir 3



**LOCATION**



**VICINITY MAP**

**LIMITS OF PROJECT**

**PROJECT TITLE:**  
Terrace Reservoir 3

**Job Number:** 11609

**PROJECT TYPE:**  
Reservoir Tank Rehabilitation

**ESTIMATED SCHEDULE:**  
DESIGN: 3/2021  
CONSTRUCTION: On hold-additional funding needed


**FUNDING SOURCE:**  
MSWD Funds

**PROJECT MANAGER:**  
E. Weck / S. Ledbetter

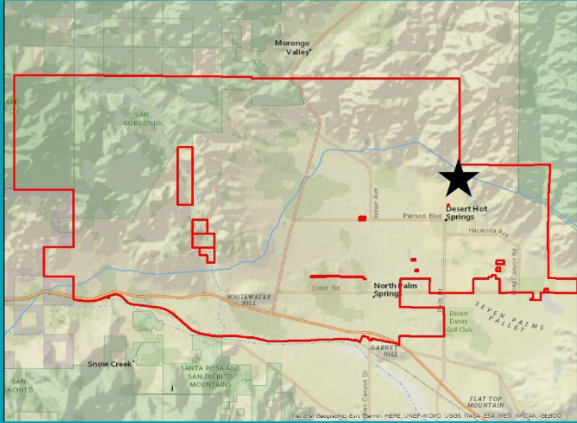
**CIP ACCOUNT NO.** 201 Water Fund

**PROJECT DESCRIPTION:** District staff has identified required rehabilitation and maintenance of the Terrace Reservoirs site to enhance safety and operations and maintenance activities of the three existing reservoirs.

**PROJECT BUDGET (FY 23/24):**  
CONSTRUCTION: \$295,363  
INSPECTION/CONSTRUCTION ENGINEERING: \$66,000  
TOTAL: \$361,363




**Capital Improvement Project Information**  
Vista Reservoir Rehabilitation



**LOCATION**

**VICINITY MAP**



**PROJECT TITLE:**  
Vista Reservoir Rehabilitation

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**Job Number:** 11610

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**PROJECT TYPE:**  
Reservoir Rehabilitation/Upgrade

**LIMITS OF PROJECT**

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**ESTIMATED SCHEDULE:**  
DESIGN: 5/2021  
CONSTRUCTION: 1/2024 – 6/2024


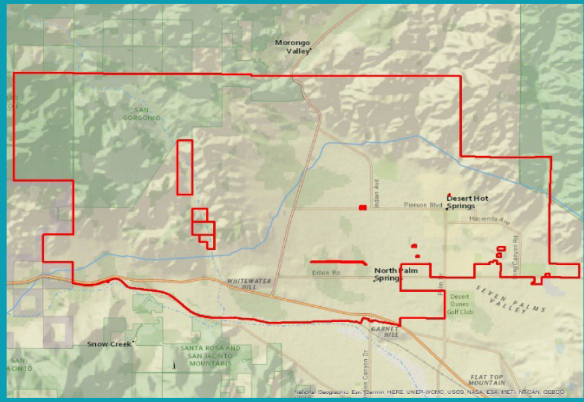
**FUNDING SOURCE:**  
MSWD Funds

**PROJECT MANAGER:**  
E. Weck / S. Ledbetter

**CIP ACCOUNT NO.** 201 Water Fund

**PROJECT DESCRIPTION:** Rehabilitation of existing 300,000 gallon reservoir.

**PROJECT BUDGET (FY 23/24):**  
DESIGN: \$170,000  
CONSTRUCTION: \$805,427  
TOTAL: \$875,427

		<p><b>Capital Improvement Project Information</b> Water Master Plan and Sewer Master Plan</p>	
		<p><b>VICINITY MAP</b></p> <p style="text-align: center;">DISTRICT WIDE</p>	
<p style="text-align: center;"><b>LOCATION</b></p>		<p style="text-align: center;"><b>LIMITS OF PROJECT</b></p>	
<p><b>PROJECT TITLE:</b> Water Master Plan and Sewer Master Plan</p>		<p><b>ESTIMATED SCHEDULE:</b> PLAN PREPARATION: 7/2024</p>	
<p>Job Number: 11347 (Water Master Plan), 11348 (Sewer Master Plan)</p>		<p><b>FUNDING SOURCE:</b> MSWD Funds</p>	
<p><b>PROJECT TYPE:</b> District Planning</p>		<p><b>PROJECT MANAGER:</b> E. Weck / S. Ledbetter</p>	
		<p><b>CIP ACCOUNT NO.:</b> 201 Water Fund, 301 Sewer Fund</p>	
<p><b>PROJECT DESCRIPTION:</b> MSWD's Water and Wastewater Master Plans are essential tools in identifying current and future system improvements. They allow the District to plan for and meet the ever-changing/growing water and wastewater needs within our service area. The current plans were completed 2005 and 2007, and since that time several projects identified in them have been implemented. This combined with regulatory changes and new District produces that govern how we store, manage, and treat water, dictate that a comprehensive update is necessary.</p>			
<p><b>PROJECT BUDGET (FY 23/24):</b> Cost: \$635,300</p>			

## STRATEGIC PERFORMANCE AND ACCOMPLISHMENTS

### Mission Statement, Vision, and Core Values

In 2014, MSWD initiated a formal strategic planning effort by developing a Mission Statement, an accompanying Vision Statement, and a set of Core Values for the District.

#### Mission Statement

Mission Springs Water District has one simple mission: Provide, protect, and preserve our most valuable resource...water.

#### Vision for Mission Springs Water District

MSWD is a leader and innovator in the water industry.

MSWD employees are highly qualified, innovative, and continuously functioning at the highest levels of teamwork and performance excellence.

MSWD maintains a culture of responsibility while providing the highest levels of customer service.

MSWD has the foresight to anticipate the future and is adaptable and resilient to overcome any challenge it faces.

#### The Seven Core Values of Mission Springs Water District

Values are the pillars upon which an organizational culture is built. Values must be intrinsic to the individuals who make up the organization. Values must surpass “concepts” and translate into guiding convictions that are embraced first by leadership then passed through to every level of the organization by example. We live by the values of:

**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.

**Accountability:** MSWD employees take ownership of our decisions and accept responsibility for our actions. We are accountable to the public we serve.

**Respect:** We respect all people on the basis of their human worth. In order to earn respect we must first give respect.

**Integrity:** MSWD employees operate with the highest degree of integrity. We are honest and hold ourselves to consistent moral principles and ethical standards.

**Servant Attitude:** MSWD employees consider the other person as more important than one’s self. This Servant Attitude considers the impacts of our actions on others and the organization before self.

**Excellence:** MSWD employees strive for excellence and are conscious of our performance at all times. We are committed to continuous learning and innovation ensuring that our services exceed expectations.

**Stewardship:** Stewardship embodies the ethical behavior of accepting responsibility and management of a resource – water. We operate the District as a public trust as stewards of this precious resource.



## Strategic Plan

As a result of the 2014 strategic planning effort, MSWD has developed a Strategic Plan that will serve as a guidance document for the District over a five-year period (2017-2022). The 2017 Strategic Plan is intended to achieve several objectives, including to: clearly define the purpose of the organization, create a roadmap for aligning activities and resources to achieve an agreed upon purpose, build consensus within the organization through enhanced communication, and allow the agency to convey long-range plans to its customers, stakeholders, elected officials, and other constituents.

There were five-steps in the development of MSWD’s 2017 Strategic Plan.

1. **Data collection and review.**
2. **Workshop.** The Board of Directors and Strategic Planning team conducted a workshop to review the Mission Statement, Vision Statement, and Core Values for the District. At the workshop, the group conducted an influence modeling exercise to identify agencies and stakeholders that could impact the development of the Strategic Plan or could be impacted by the development of the Strategic Plan. After careful consideration the Board of Directors approved 5 Strategic Goals and each goal is defined to reflect the future state of the District.
3. **New Objective and Goals.** Staff review the approved 5 Strategic Goals and establish levels of service and clarify future roles.
4. **Analysis.** Staff conducts a Strength, Weakness, Opportunities, and Threats (SWOT) Analysis and Gap Analysis for each of the five Strategic Goals. Identify projects and programs in support of achieving the 5 Strategic Goals.
5. **Prepare Strategic Plan.** Prepare a final Strategic Plan document with an action plan. Prioritize projects and programs in support of achieving the 5 Strategic Goals. For planning purposes, projects and programs were ranked with the following priorities:
  - Priority A – Projects or programs that need to be initiated or completed in the first 1-2 years
  - Priority B – Projects or programs that need to be initiated or completed within 2-5 years
  - Priority C – Projects or programs that extend beyond 5 years

MSWD has made significant progress implementing projects and programs in support of achieving the objectives of the Strategic Goals.



### Strategic Goal 1 – Water Supply

MSWD meets the current and future water supply needs of its customer base. Implementation of this goal will include strategies and programs designed to develop new water resources and conserve existing resources.

No.	Priority	Project Description	Department Assigned
1	A	Develop an integrated water supply plan to identify and evaluate alternatives to diversifying the District’s existing water supply and decrease reliance on imported water. The plan should include a financial impact analysis and delivery options.	Administration
2	A	Conduct a feasibility study and cost analysis providing additional treatment options for imported water supplies from the Colorado River to alleviate future concerns with increased levels of Total Dissolved Solids (TDS).	Engineering
3	A	Coordinate with the Coachella Valley Water District and Desert Water Agency on an evaluation to enhance existing hydrologic studies of the groundwater basins the District relies on for current and future production. The evaluation will consider issues such as aquifer storage potential, groundwater quality, and the location of geologic faults, storage capability and groundwater movement. Approval of the evaluation study is contingent on completion of the SGMA process.	Administration Engineering
4	A	Evaluate opportunities with the Agua Caliente Indian Reservation to access groundwater within the Indio and San Gorgonio Pass Subbasins.	Administration
5	B	Modify existing water distribution system to incorporate production of groundwater from the Indio and San Gorgonio Pass Subbasins directly into the District’s system.	Engineering
6	B	Review and update the District’s Urban Water Management Plan to include additional analysis of multiple dry-year drought conditions.	Engineering Conservation
7	C	Evaluate opportunities for expanded use of recycled water including direct reuse and recharge into existing aquifers.	Engineering
8	A	Participate on negotiations for final determination of the Ground Sustainability Agency for subbasins within the District’s service area, which include the San Gorgonio Pass Subbasin, the Mission Creek Subbasin, the Indio Subbasin, and the Desert Hot Springs Subbasin.	Administration

### Strategic Goal 2 – Infrastructure

MSWD provides continuous investment in its infrastructure systems to ensure the treatment and distribution of existing and future water and wastewater supplies as well as maintaining and improving its facilities and operational support systems.

No.	Priority	Project Description	Department Assigned
1	A	Conduct project design and construction to expand wastewater treatment capacity at the MSWD Regional Wastewater Treatment Plant by 1.5 million gallons per day (MGD).	Engineering
2	A	Update existing water and wastewater master plans.	Engineering
3	A	Develop a Technology Plan that incorporates all aspects of the District’s internal and external technology including field operational technology.	Administration Operations
4	A	Conduct a financial and operational analysis of the impact of future residential and commercial development based on the Cities of Desert Hot Springs’ and Palm Springs’ General Plan.	Finance Engineering
5	A	Conduct an evaluation of alternative energy opportunities including cost and feasibility for each alternative.	Engineering
6	A/B	(A) Expand utilization of the current Geographic Information System for operational and facility use. (B) The system can be expanded to also include a customer database utilized by the Customer Service Department.	Engineering Customer Service
7	B	Conduct an analysis of the infrastructure needs and financial cost impacts to operate and maintain the Improvement District and develop a separate water rate structure for this area.	Engineering Finance
8	C	Evaluate options for relocation of existing water infrastructure within inaccessible areas of the District for ease of maintenance.	Engineering Operations
9	C	Pipeline replacement project for all galvanized piping within the water distribution system. Incorporate project in Master Plan update.	Engineering Operations
10	C	Evaluate vendor options for automating the inventory management system for purchasing, receiving, and warehouse operations. Develop cost estimates for future capital budget allocation.	Finance



### Strategic Goal 3 – Financial Management

MSWD practices stewardship of its financial resources in a responsible manner to ensure the current and future reliability of its operations.

No.	Priority	Project Description	Department Assigned
1	A	Automate the employee payroll structure and eliminate the manual entry of time and project numbers.	Finance Administration Human Resources
2	A	Update current accounting software interface.	Finance Accounting
3	A	Conduct a customer experience and needs assessment to gauge customer interaction and service level experience.	Finance Customer Service
4	B	Develop an asset management and replacement component of the Financial Master Plan.	Finance Accounting

### Strategic Goal 4 – Public and Political Outreach

Develop opportunities to positively influence outcomes favorable to MSWD. Developing strategic alliances and partnerships as well as fostering better relationships with other political entities and members of the public accomplish this goal.

No.	Priority	Project Description	Department Assigned
1	A	Develop a strategy to position the Board of Directors as regional water leaders including elevating their public and professional profiles within the region. The Board of Directors is a resource for the District and the water industry.	Administration Public Relations



## Annual Performance

The District monitors annual performance using eight performance measures. These performance measures include number of miles of sanitary sewer cleaned, number of segments of sanitary sewer recorded using a closed circuit television camera, number of fire hydrants flushed, number of blow-offs flushed, number of air/vacuum valves inspected, number of water system valves exercised, number of service lines replaced, and number of new service lines installed as. Results of the annual performance for each performance measure over the last five years are shown in the table below.

Activity	2019	2020	2021	2022	2023	Total
Sanitary Sewer Cleaned (feet)	27,378	50,694	169,582	357,174	221,866	<b>826,694</b>
Sanitary Sewer CCTV'd (feet)	2,533	18,496	33,729	22,279	88,704	<b>165,741</b>
Fire Hydrants Flushed	537	626	417	619	780	<b>2,979</b>
Blow-Offs Flushed	297	258	290	284	286	<b>1,415</b>
Air/Vacuum Valves Inspected	173	167	189	4	189	<b>722</b>
Water System Valves Exercised	2,723	1,135	1,681	1,390	2,143	<b>9,072</b>
Service Lines Replaced	188	133	84	142	116	<b>663</b>
New Service Lines Installed	73	92	150	195	164	<b>674</b>



## Annual Accomplishments by Division

### Finance

#### Customer Service

##### **Strategic Goal 3 – Financial Management**

During the last fiscal year, the Customer Service Department has successfully implemented the following programs and projects in support of the District's Strategic Goal 3 – Financial Management.

Integrated a new payment system reducing District cost by at least \$50,000 to \$60,000 annually. This integration will continue through August 2023 with changes and updates made through November 2023.

Continued to utilize the new Neptune 360 program to catch leaks, high bills, and water waste by monitoring usage and reaching out to the properties resulting in a consistent decline in high bill service calls.

Continued to utilize and promote the new Water Smart Customer portal that launched in May 2022 to assist customers in monitoring their water use, leak alerts, bill pay, and more, resulting in a 43% adoption rate, or 5,948 customers, signed up so far.

Continued to focus on team development and education within the Customer Service department. Achievements this year from Field Customer Service (while under Customer Service) include an employee that received a Water Distribution Grade 2 Certification, and a Backflow Testers Certification.

After a long closure of the District offices to the public due to the COVID pandemic, we were happy to reopen the lobby to the public in October 2022.

Launched a new online calendar appointment booking program for customers to book one-on-one assistance from the Customer Service representatives. Customers can receive assistance with English and Spanish-speaking associates and get help with new accounts, property taxes and/or liens, account review, and more.

The Customer Service Department continues to work with various programs for customer bill assistance such as United Lift and United Way, stayed on top of new program development from state funding, and enrolled in the new LIHWAP program resulting in the following:

- The United Way – Customer Bill Assistance Program continues to be utilized by customers, assisting 79 accounts since July 1, 2022
- United Lift – Has assisted customers by paying \$8,058.96 on customer accounts since July 1, 2022. This program is currently out of funding.

- LIHWAP Care Program (Riverside County Program) – Launched in June 2022, this program has assisted in paying \$75,521.45 to customer accounts by providing customers a one-time payment towards their water and/or sewer bill up to \$2,000. The Federal funding of this program will only run through August 2023. The State will continue to fund the program starting in September 2023, including non-arrearage payments for customers that meet the guidelines for \$200 - \$371 as a one-time payment.

Total bill assistance to customers since July 1, 2022, to present totals \$91,480.41.

On May 22, 2023, and June 8, 2023, MSWD hosted Utility Assistance Clinics for the first time for District customers to receive help applying for utility assistance in person. Approximately 100 people attended during the 3-hour events and they had the opportunity to meet with representatives from Food Now, LIHWAP (CAPCares), and United Way of the Desert. District staff were also on hand to provide account and bill information to the agencies on behalf of the customers.

### Finance and Accounting

#### Strategic Goal 2 – Infrastructure

During the last fiscal year, the Finance and Accounting Department has successfully implemented the following programs and projects in support of the District's Strategic Goal 2 – Infrastructure.

#### Finance Software Upgrades

Made several upgrades in the Finance software for better reporting and integration with new programs and software brought upon by the new customer portal where we also provide additional payment options to customers. Additionally, data connections were made to the finance software system to pull and review data in a more meaningful way. This data is essential in the decision making for all departments.

Laserfiche is another program we have made several improvements to create a better workflow and save time and effort. This is now integrated with the finance software to pull data to make it easier for employees to run the following forms:

- Split new job requests
  - Cost Accounting Job Request
  - Reimbursable Job Request
  - Capital Job Request
- Performance Evaluations
- Employee Change of Status Forms
- Off Work Report
- Timecard Entry Report

**Strategic Goal 3 – Financial Management**

During the last fiscal year, the Finance and Accounting Department has successfully implemented the following programs and projects in support of the District's Strategic Goal 3 – Financial Management.

Effectively processed over 5,000 transactions including checks, credit cards, wire transfers, ACH payments for invoices and payroll totaling approximately \$55,000,000 of which approximately \$32,800,000 was for capital assets, vehicles, and improvements. Processed 15 Debt payments during the year totaling \$1,418,607 in principal payments.

Successfully completed the State Controller's Financial reporting for FY 2021-2022. Successfully completed the State Controller's Salary reporting for Calendar Year 2022.

Successfully completed the quarterly Federal and State payroll reporting for the following quarters:

1. June 30, 2022
2. September 30, 2022
3. December 31, 2022
4. March 30, 2023

Provided a 2022 supplemental W2 report to all employees highlighting the benefits paid by the District on behalf of each employee.

Effectively utilized the FY 2023 budget and made mid-year changes approved by the board with no effect on the net revenues over expenses for the year.

Accounting worked with Customer Service to perform a major customer account cleanup for accounts that were delinquent as well as customers on sewer that will be sent to the property taxes for the annual sewer collections and delinquent accounts. Additionally, customers accounts with a financial assistance loan were updated for better tracking.

Finance hired a temporary employee to help with employee transitions during the year, an accounting manager was terminated and replaced in August while a permanent employee became temporary.

15 new reimbursable jobs were requested and created by Accounting in the year.

Purchasing struggled through the year with limited inventory of new meters and meter boxes to keep up with the high demand of new customer service connections. This also affected materials and fire hydrants that needed to be replaced.

The Accounting Department and Finance Director moved offices to the modular when Engineering moved to the Annex to make room for administrative staff in the main

building. Customer Service has moved back to their normal offices after occupying the lobby to maintain the required social distance through COVID restrictions.

Director of Finance attended the CSDA conference in Palm Desert.

Director of Finance attended the ACWA conference in Monterey.

Accounting worked with Human Resources through the many changes in implement the California 80-hour Supplemental Sick Leave that was additional to the normal sick leave each employee gets from the District. The State renewed the sick leave for an additional 80 hours in March 2022 that was retroactive to January 1, 2022, and in effect through September 30, 2022.

Worked with Customer Service to finalize the delinquent accounts that went to the county property tax collections for a total of \$562,701.74. Additional accounts that were written off due to being non-collectable amounted to \$33,199.82.

Accounting and Finance worked with Public Relations on the new website to ensure that all information related to Accounting and Customer Service was accurate. Finance worked with the auditors on new accounting pronouncements that will affect the District's financial statements for FY 2021-2022, they are:

- GASB 84 – Fiduciary Activities
- GASB 87 – Leases
- GASB 96 – Subscription-Based Information Technology Arrangements

During the last year, grant receipts amounted to \$200,000.

The District prepaid the Unfunded Liability payment required for FY 2022-2023 in July 2022 for a total of \$585,452 saving the District over \$30,000 due to the investment earnings during the whole year as opposed to making monthly payments.

Sewer prepayments for FY 2022-2023 amounted to \$557,273.54 with a final amount going to the tax rolls of \$6,038,376.

Accounting Staff attended the following trainings:

- Sexual Harassment
- COVID 19 procedures
- CPR procedures
- Microaggressions in the workplace
- CalPERS reporting
- COVID pay changes

Finance is still making changes to the Procurement Policy to better reflect current procedures and to tighten internal controls to prevent and detect fraud before going to the board for approval.

Finance updated the grant information for the annual Washington D.C. brochure on groundwater protection used by Public Affairs.

Finance updated several services contracts and sent out the RFP for the Long-Range Financial Master plan and cost of services update choosing Raftelis Inc. as the company who will perform the services.

Finance completed the 2022 independent audit with Rogers, Anderson, Malody & Scott, LLP with one recommendation to do a better job at tracking assets to be able to manage them accordingly.



## Engineering and Water Resources

### Engineering

#### **Strategic Goal 2 – Infrastructure**

During the last fiscal year, the Engineering Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 2 – Infrastructure.

#### **Water and Wastewater System Comprehensive Master Plan Update**

Staff continued to work with consultant, Michael Baker International (MBI), to prepare an updated model for the water and sewer system. MBI conducted field calibration testing on the water and wastewater systems. With calibrated models, MBI and staff can verify current and future infrastructure needs. MBI was to have the Master Plans completed prior to the FY 2023-24 budget process, however, the project was delayed, but has since been restarted. Staff is working with MBI on finalizing the Water and Sewer Model. Staff asked for a recovery schedule prior to authorizing future work.

#### **Well 42 Project**

Construction has been on-hold for most of FY 2022-23 due to revisions to the well pumping and electrical equipment. The Contractor has been unable to provide submittals for these two key pieces of equipment to MSWD for approval. Of note, the Contractor is being delayed by the manufacturers who prepare the equipment submittals. Construction will likely be on-hold into the fourth quarter of 2023 while the equipment submittals are processed and the equipment is ordered, fabricated, and delivered to the site for construction and installation.

#### **Well 22 Rehabilitation**

The design consultant, TKE Engineering, completed the final design package. The rehabilitation of Well 22 is expected to begin in the summer of 2023.

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

Engineering and Production staff have been reviewing the most beneficial locations for fixed and portable generator locations prior to advertising for the project. This project was designed in FY 2022-23 with the installation of generators to start in the third quarter of 2023.

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

Staff and the consultant, TKE Engineering, continued coordination with one property owner regarding a required pipeline/utility easement. MSWD provided the proposed sewer easement to the property owner for approval. Staff expects approval of the revised alignment in 2023 and proceeding with appraisal, formal easement documents, and acquisition. Staff placed the final design on hold until the easement is finalized as it will impact the final design.



**AD-18 – GQPP Sewer Project Areas “A” & “G”**

The design consultant, Genterra, completed the geotechnical explorations, surveying, and preliminary design report. Staff completed review comment of the preliminary design report. The design consultant completed the 60% construction plans and specifications and staff completed review and comment. The design consultant continued progress on the 90% construction plans and specifications.

**Horton Odor Control Project**

The construction and performance testing was completed by the consultant, Integrity. The Notice of Completion was approved by the Board at the November 2023 meeting.

**Horton Effluent Filtration System**

The design consultant, TKE Engineering, completed the 100% design submittal, including the added shade structure, wind break, and maintenance scaffolding system. Staff has put construction on-hold until additional grant funding is secured.

**Horton Wastewater Treatment Facility – North Building Improvement Project**

Remodeling work on the North Building is complete. The building has been re-roofed, and the air conditioning/heating system has been installed. New showers and restroom improvements have been installed and are operational.

**Supplemental Environmental Project – Septic to Sewer Conversion**

Staff has prepared and secured environmental clearance as well as prepared project specifications and solicited bids for construction. Bids were recently received and found to be in excess to what was estimated for the construction phase of the project. Staff will present to the Board an agenda item to reject the received bids. Staff will adjust the project scope and solicit new construction bids.

**Regional Water Reclamation Facility**

The contractor, J.F. Shea Construction, continued the construction of the Regional Water Reclamation Facility. The contractor completed forming and pouring the Plant Drain Pump Station and SBR Tank walls and slabs, including all reinforcements, conduits, and construction joints. The contractor completed erecting the structural steel for the operations building, and continued progress installing the exterior panels, insulation, and interior conduits, cable trays and air ducting. The contractor continued progress on the electrical conduits, water lines, and sewer lines for the administration building. The contractor continued progress forming and pouring the Influent Pump Stations and Headworks walls, channels, and slab.

Staff continued contacting property owners to acquire right-of-way along 20<sup>th</sup> Avenue to construct the third required monitoring well.

**Regional Water Reclamation Facility Conveyance Line**

The Coachella Valley Conservation Commission (CVCC) has notified staff that the U.S. Fish and Wildlife Department and the California Fish and Wildlife Services have approved the required easement area. Staff continued to coordinate with CVCC on the final grant deed for an easement along Little Morongo Road.

The consultant, TKE Engineering, continued to coordinate with SCE to acquire an easement along a portion of the Little Morongo Road alignment.

The contractor, Downing Construction, has mobilized on-site, established their construction yard, and began receiving pipeline materials for construction. The contractor continued working on obtaining their encroachment permit with the City of Desert Hot Springs to begin potholing and construction.

**Area M2 Sewer Collection System (AD-15)**

Staff completed plan check of the draft design package and returned it to the design consultant, AECOM. The Project Team is working with the design consultant to incorporate water service replacements throughout the project area.

**RWRF Roadway Design (19<sup>th</sup> Avenue, Little Morongo Road, and 20<sup>th</sup> Avenue)**

The design consultant, TKE Engineering, completed the roadway geometric design. The geometric design will be submitted to the City of Desert Hot Springs for approval.

**Water Resources****Strategic Goal 1 – Water Supply**

During the last fiscal year, the Water Resources Department has successfully implemented the following programs, projects, and events in support of the District's Strategic Goal 1 – Water Supply.

**Coachella Valley Regional Water Management Group**

The Coachella Valley Regional Water Management Group (CVRWVG) implements the Integrated Regional Water Management (IRWM) Plan in the Coachella Valley IRWM Region of the Colorado River Funding Area.

Due to a wet winter, the CVRWVG agencies have allowed the Water Supply Contingency Plan – Stage 2 to sunset in June 2023.

The CVRWVG secured \$1.8 million in grant funding under the Urban and Multi-Benefit Drought Relief Grant Program – Under Represented Communities and Tribal Set Aside. MSWD was awarded \$338,787 in grant funding for the Well 22 Rehabilitation Project and \$153,000 in grant funding for turf rebates and water conservation under the CV Water Counts Conservation Program. The CVRWVG also secured \$6.3 million in grant funding under the Urban Community Drought Relief Program, and MSWD was awarded \$244,000 for conservation projects.

The CVRWVG received \$4.125 million in grant funding under the Proposition 1, Round 2, IRWM Implementation Grant Program. Of that total grant funding, MSWD will receive \$875,000 for the Area D-3 Septic to Sewer Conversion Project.

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

The 2022 Alternative Plan Update for the Mission Creek Subbasin was submitted and is still with DWR for review, however, DWR doesn't anticipate completing reviews of alternative plans until 2024.

The Mission Creek Subbasin Annual Report for Water Year 2022 was submitted to DWR for review and approval.

The U.S. Geological Survey (USGS) completed the installation of two land subsidence benchmarks in MSWD's service area, and began the land subsidence study and analysis for the Mission Creek Subbasin.

**San Gorgonio Pass Subbasin Sustainable Groundwater Management Act Compliance**

The 2022 Groundwater Sustainability Plan for the San Gorgonio Pass Subbasin was submitted and is still with DWR for review.

The San Gorgonio Pass Subbasin Annual Report for Water Year 2022 was submitted to DWR for review and approval.

**Indio Subbasin Sustainable Groundwater Management Act Compliance**

The 2022 Alternative Plan Update for the Indio Subbasin was submitted and is still with DWR for review, however, DWR doesn't anticipate completing reviews of alternative plans until 2024.

The Indio Subbasin Annual Report for Water Year 2022 was submitted to DWR for review and approval.

**Salt and Nutrient Management Plan**

The Coachella Valley Salt and Nutrient Management Plan (CV SNMP) agencies began implementing the SNMP Development Plan to update the CV SNMP by 2026. CVWD, on behalf of the CV SNMP agencies, submitted the second SNMP Monitoring Annual Report to the Regional Board.

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

**Hexavalent Chromium (Chromium 6) Maximum Contaminant Level**

The State Water Resources Control Board (SWRCB) has circulated a Notice of Preparation of a Draft Program Environmental Impact Report (EIR) Adoption of a Regulation for the Hexavalent Chromium Maximum Contaminant Level for public comment. Staff provided public comment to the SWRCB on April 29, 2022. Since then, there have been no major updates or developments from the SWRCB in response to public comments. Staff will continue to monitor.

## Innovation and Technology

The Innovation and Technology Department (IT) continues to work with staff and vendors to achieve technological enhancement and meet innovation goals established by the MSWD Board of Directors. Below are project highlights and summaries for FY 2022-23.

### Strategic Goal 2 – Infrastructure

During the last fiscal year, the IT Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 2 – Infrastructure.

#### Strengthening Network Security Measures

The District joined the Center for Internet Security (CIS) and the Multi-State Information Sharing and Analysis Center (MS-ISAC), providing access to valuable resources, free services, incident assistance, and discounted pricing on security services. These memberships bolster our cybersecurity capabilities, enabling us to proactively address emerging threats and protect our data, customers, and employees.

Acquisition of an Advanced Firewall for Improved Security and Network Architecture: We invested in an advanced firewall solution that serves dual purposes: enhancing network security and improving network architecture. This firewall incorporates advanced features and offers increased data capacity. By implementing this solution, we have significantly strengthened our network’s security measures and enhanced its overall performance and resilience.

Financial System Hardening: Ongoing improvements in the hardening of security of the financial system, as well as additional controls in user access to protect our data, customers, and employees.

#### Enhancing Network Infrastructure and Hardware Capabilities

Continuous Desktop and Laptop Upgrades: In line with our commitment to provide our employees with up-to-date technology, we diligently conducted desktop and laptop upgrades as needed throughout the fiscal year. By systematically replacing outdated hardware, we ensured that our workforce has access to modern and efficient computing devices, enabling them to perform their tasks more effectively and efficiently. These upgrades have contributed to increased productivity, reduced downtime, and enhanced user satisfaction across the organization.

Ongoing Desktop and Laptop Upgrades: Continued upgrades of desktop computers and laptops as needed, ensuring employees have modern and efficient technology for improved productivity while also decreasing maintenance and helpdesk support costs.

Upgraded Network Equipment for Enhanced Reliability: Network equipment linking the Horton Wastewater Treatment Plant and Corporate Yard was upgraded to address potential failures and improve overall network reliability, ensuring seamless

communication and data transfer. The Horton Wastewater Treatment Plant has seen improved speed and connection quality.

Server Decommissioning for Cost Reduction and Resiliency: Older servers were decommissioned or converted to virtual machines to decrease maintenance expenses and enhance disaster resiliency, optimizing infrastructure efficiency and data recovery capabilities.

Upgraded Server Storage Network for Increased Capacity and Speed: Server storage network was upgraded to support larger data capacity and faster speeds, improving system responsiveness and data processing efficiency.

IT collaborated with the Wastewater department to establish the necessary network setup for the newly constructed North Building Office at the Horton Wastewater Treatment Plant.

In preparation for our upcoming GIS and asset management projects, the IT Manager attended the Palm Springs ESRI Infrastructure Management & GIS Conference and Water User Group Meeting at the ESRI Headquarters in Redlands, CA.

**Advancing Data Accessibility, Efficiency, and System Upgrades**

IT successfully completed a collaborative upgrade project with the Wastewater Department to improve data collection and availability for collections inspections. This initiative ensures more accurate and readily accessible data, facilitating better decision-making and efficient maintenance of collections systems.

Working with other departments, IT evaluated and selected the optimal video surveillance and access control systems for the new Regional Water Reclamation Plant and future expansion at other sites.

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

Upgraded the financial system to the most current release, improving security and enabling additional capabilities.

The IT department developed a comprehensive process for onboarding and offboarding employees concerning IT systems. This process ensures a smooth transition for new employees, granting them access to necessary IT resources, while also ensuring secure and efficient removal of access for departing employees.

We continue our gradual migration into the Microsoft Sharepoint cloud, allowing field staff better access to data and increasing the security, availability, auditing, and recoverability of our data. We are also better positioned for secure collaboration with external entities.

**Strategic Goal 3 – Financial Management**

During the last fiscal year, the IT Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 3 – Financial Management.

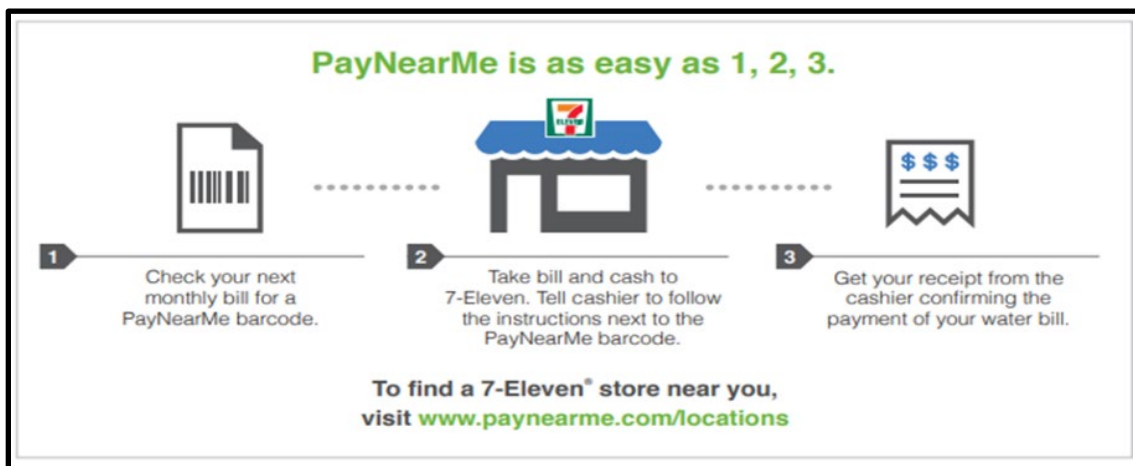
IT worked with Customer Service, Public Affairs, and Accounting on the continued improvement of customer payments within the new portal and ultimate retirement of the old portal.

Following a thorough evaluation of options for maintaining and upgrading the existing ERP system, the District has determined that migrating to a new ERP system is the optimal path forward. Consequently, we have initiated an assessment of our current needs, workflows, and systems in preparation for crafting a comprehensive Request for Proposal (RFP). This diligent approach ensures that we align our future ERP solution with our evolving requirements, setting the stage for a seamless transition and enhanced operational efficiency.

**Strategic Goal 4 – Public and Political Outreach**

During the last fiscal year, the IT Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 4 – Public Outreach.

In collaboration with the Public Affairs and Customer Service departments, assisted with the reopening of the front lobby. IT assisted in introducing a range of enhancements to improve the customer experience. This included the setup of the informative lobby presentation, a customer booking calendar, and ensuring technical staff availability to assist customers in person. These efforts aimed to provide a seamless and efficient experience for customers visiting our facility, enabling them to access relevant information, schedule appointments, and receive personalized assistance from our dedicated staff.



## Public Relations

### Strategic Goal 4 – Public and Political Outreach

During the last fiscal year, the Public Relations Department has successfully implemented the following programs, projects, and events in support of the District’s Strategic Goal 4 – Public and Political Outreach.

#### MSWD Blood Drive: July 13, 2022

As part of the 9 Cities Blood Challenge, MSWD hosted LifeStream blood bank in July 2022. MSWD had more than 15 life-saving donations during the event that counted toward the Desert Hot Springs tally. Open through August 31, 2022, Palm Desert currently leads the competition with 110 pints collected.



#### Cabot Yerxa Elementary School, Back to School Night: August 9, 2022

MSWD was at Cabot Yerxa Elementary School to share conservation and program information with parents and students as they made their way to a special back-to-school night.

#### Julius Corsini Elementary School Class Presentation: August 31, 2022

In a joint presentation with CVWD, two third-grade classes from the Julius Corsini Elementary School learned about water in Desert Hot Springs and the greater Coachella Valley. They also learned about the Cahuilla Indian tribe and how they were the first tribe in the nation to dig for water, allowing them to settle in the Coachella Valley.



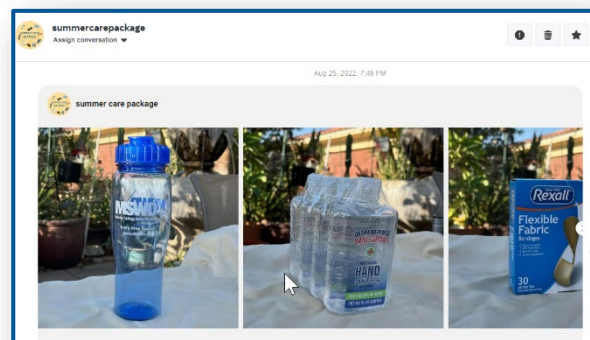
### Well Untapped Legislative Water Summit: September 6, 2022

Featuring Natural Resources Secretary Wade Crowfoot and Chair of the State Water Resources Board E. Joaquin Esquivel, this public event covered all things water, including the Salton Sea and water use in the Coachella Valley and the State Board's role in the Water crisis.



### Interact Rotary Project

Through our participation with Rotary International, the District recently sponsored bags and water bottles for a student led Interact project to create summer care packages for the homeless of our city.



### MSWD Blood Drive: September 14, 2022

MSWD hosted the LifeStream bloodmobile on September 14, 2022, in honor of the fallen 9/11 heroes. In total, we had more than 20 life-saving donations. A special thank you to all who participated and to Carol Morin, part of the Public Affairs team, for helping to organize the event. We anticipate hosting LifeStream again in 2023 and are currently working with them on dates.



### Soroptimist House of Hope Day: October 5, 2022

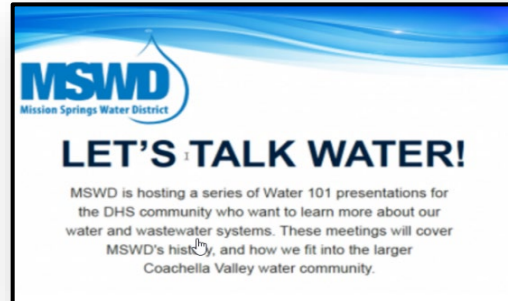
MSWD was a proud sponsor of the Soroptimist House of Hope's "A Day of Hope" Luncheon. This special event celebrated the agency's work and was an opportunity to thank the public for helping them to fulfill their mission.





**Desert Hot Springs Rotary Career and Health Fair: October 22, 2022**

MSWD was proud to participate in the Desert Hot Springs Job and Health Fair. The event was hosted collaboratively by the City of Desert Hot Springs, Desert Hot Springs Rotary Club, El Sol Neighborhood, and the Palm Springs Unified School District.



**Water 101 Community Workshops: October 20, 2022**

In October 2022, the District kicked off the fall/winter series of Water 101 presentations at the Desert Hot Springs Library. With almost 30 members of the community in attendance, the successful event featured the District's water system.



Additional sessions took place

November 10, 2022, December 8, 2022, and January 19, 2023, and featured topics including our wastewater system, long-term planning, rate-making, and customer service.

**Desert Hot Springs Rotary Club's Happy Healthy Halloween: October 29, 2022**

The festivities were fantastic during the Desert Hot Springs Rotary Happy Healthy Halloween event held at Mission Springs Park. The event featured booths, games, and a Spooky Car and Bike Show. The MSWD booth featured our award-winning water, and a candy ring toss was very popular and even garnered attention on the KESQ Instagram feed.



**Desert Hot Springs State of the City: November 17, 2022**

MSWD was a proud sponsor of the Desert Hot Springs State of the City. Hosted annually by the City and the Greater Coachella Valley Chamber of Commerce, the lunch event provided valuable information about city projects and new development. During the event, MSWD Director Ivan Sewell was honored with a special Volunteer of the Year award.



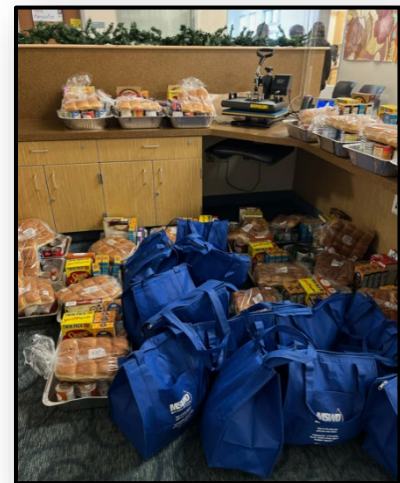
**ACWA Fall Conference: November 29 – December 1, 2022**

The Association of California Water Agencies (ACWA) 2022 Fall Conference & Exhibition took place at the Renaissance Esmeralda and Hyatt Regency in Indian Wells. Breakout sessions covered various topics, including water management, innovation, public communication, affordable drinking water, energy, and finance.



**Thanksgiving Food Drive: November 16, 2022**

MSWD employees were proud to partner with Painted Hills Middle School to provide local families with Thanksgiving food bags. Employees donated non-perishable food items and cash donations to families in need. School administrators packaged and paired this with additional contributions and delivered them in MSWD-branded insulated bags.



**Desert Hot Springs Women’s Club Black & White Fundraiser**

MSWD staff and Directors were pleased to support the Desert Hot Springs Women's Club during their annual winter fundraising event. All proceeds from the event will be used to fund scholarships for Desert Hot Springs youth.

**Water 101 Community Workshops: November 10, 2022**

This fall, the District kicked off the fall/winter series of Water 101 presentations at the Desert Hot Springs Library. With almost 30 members of the community in attendance, the November 10, 2022, session featured the District's wastewater system. Additional

sessions took place on December 8, 2022, and January 19, 2023, and featured topics including long-term planning, rate-making, and customer service.

**MSWD Employee Toy Drive: December 20, 2022**

Employees from MSWD showed their support for the Desert Hot Springs community through its annual employee toy drive. This year, we supported Team Mom Charities, who worked with our local Desert Hot Springs schools to identify families that needed presents this holiday season. The city-wide toy drive culminated in a toy distribution event on December 17, 2022, at the Desert Hot Springs High School gymnasium.



**MSWD Blood Drive: December 20, 2022**

During our last blood drive on December 20, 2022, we collected 19 pints of life-saving blood. In 2022, we hosted five blood drives, equated to more than 100 pints of life-saving donations.



**Fall Water 101: January 19, 2023**

The fall series of Water 101 classes finished on January 19, 2023. The fourth and final session featured information about District finances, rates, customer service, and our new Customer Connect web portal. A new set of classes started in March 2023 and were held on the following days: March 9, April 6, May 25, and June 22, 2023.



**Food Now Cornhole & Chili Cookoff Event: January 16, 2023**

MSWD was a proud sponsor of the Food Now Cornhole and Chili Cookoff. Food Now strives to improve the quality of life of our residents by providing food assistance, community outreach, and support services which strengthen families and build healthy communities.



**Career Day at Cabot Yerxa Elementary School: February 1, 2023**

During the annual career day at Cabot Yerxa Elementary school, MSWD Field Operations Technician II Alex Nine had the pleasure of sharing the tools of his trade and his love of all things water with several third-grade classes. The students enjoyed learning where their water comes from and about the different careers available in the District.

**Palm Springs Air Museum Fundraising Dinner: February 18, 2023**

MSWD was once again a proud sponsor of the Palm Springs Air Museum. This year's fundraising dinner honored women in aviation while raising funds to support local educational programs.

**MSWD Blood Drive: February 22, 2023**

Recognizing the continued need in our community, MSWD partnered with LifeStream to host an employee/community blood drive. While the cold may have prevented some from donating, the drive was still successful, helping the local blood supply, which is currently perilously low.

**Water Efficiency Workshop with Master Gardener Burt Boss: February 23, 2023**

MSWD hosted a Water Efficiency Workshop with UCCE Master Gardener Burt Boss, who shared his experiences and techniques for creating a desert oasis using water efficient irrigation and landscaping techniques. Additional sessions are being held July 20, 2023, and December 7, 2023.

**Desert Hot Springs Women's Club Fashion Show: March 5, 2023**

MSWD was a proud program sponsor of the Desert Hot Springs Women's Club Annual Fashion Show, with proceeds from the event funding college scholarships for the local Desert Hot Springs High School. The fashion show is one of the club's largest fundraisers of the year.



**MSWD Water 101: March 9, 2023**

MSWD hosted community members for the first of four Water 101 sessions at the Desert Hot Springs Library. The first session featured the MSWD water delivery system and covered water quality and testing topics. Sessions 2-4 were held on April 6, May 25, and June 22, 2023.

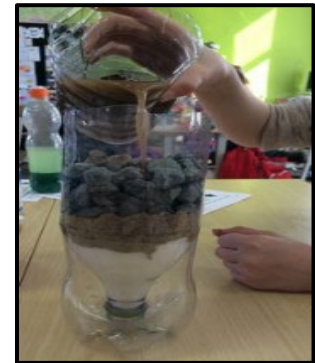
**Mountain View by Mission Lakes Community Event: March 18, 2023**

MSWD attended a special community event in the Mountain View community promoting programs and services offered by the District.



**Early Act Presentation Two Bunch Palms Elementary School: March 20, 2023**

Early-Act Club members learned about our aquifer and the source of MSWD’s award-winning water during a special lunch presentation. The group returned the following week to follow up on the presentation and simulated the aquifer/water purification process using a plastic water bottle, coffee filter, and rocks.



**Coachella Valey Salt and Nutrient Management Plan Workshop: March 22, 2023**

Members of the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) held a community workshop to discuss the development of the CV-SNMP, a basin-wide plan to manage salts and nutrients in compliance with the Recycled Water Policy. The 90-minute hybrid workshop had approximately 40 participants and is the first of multiple public workshops being planned. A meeting recording and the slides are available at the SNMP website: [www.cvsnmp.com](http://www.cvsnmp.com).



**Desert Hot Springs Noon Rotary Presentation: March 23, 2023**

MSWD General Manager, Arden Wallum, treated rotary attendees to a construction update on the District’s new Nancy Wright Regional Water Reclamation Facility to celebrate water and sanitation month. Attendees enjoyed hearing about the new facility and watching a slide show of construction photos.



**Desert Hot Springs Little League Opening Ceremony: March 25, 2023**

The Desert Hot Springs Little League is dedicated to building character and providing fair and challenging activities to our Desert Hot Springs youth. Once again, MSWD is a proud sponsor of the league.



**31<sup>st</sup> Annual Senior Inspiration Awards: March 30, 2023**

MSWD was again proud to be part of the 31<sup>st</sup> Annual Senior Inspiration Awards. The event honors seniors from each of the Coachella Valley cities and the County of Riverside. Desert Hot Springs resident Teresa Valencia Sanchez was honored for her outstanding work with our local food pantries.



**Julius Corsini Elementary School Career Day: March 31, 2023**

Students at Julius Corsini Elementary School learned about the source of their award-winning tap water and some of what it takes to get that water to their homes. At the end of the presentation, they took turns trying on some of the Personal Protective Equipment our field services wear.



**Water 101: Let’s Talk Water: April 6, 2023**

This Water 101 class featured our wastewater operations, highlighting the Horton and Wright facilities, assessment districts, and what the District has been doing to protect groundwater resources since the early 1970s. Community interest in the meetings remains strong, and we had several new faces at the meeting.

**CORBS Dinner: April 8, 2023**

MSWD attended the Colorado River Basin Section California Water Environment Association annual dinner on April 8, 2023. MSWD received two awards at the event, plant of the year and special community engagement honors for our Protect Your Pipes campaign.

**CWEA Awards Presentation: April 19, 2023**

During an awards ceremony hosted by the California Water Environment Association, Mission Springs Water District took home top State honors for the District's Protect Your Pipes Community Engagement and Outreach Campaign and finished second place for Plant Operations at the Alan L. Horton Wastewater Treatment Facility.



**Desert Hot Springs High School/DVBA Women in Building Lunch & Learn: April 19, 2023**

MSWD was a proud sponsor of a recent DVBA Women in Building luncheon at Desert Hot Springs High School. More than 25 students attended the event to learn about careers in the building industry. Presenters discussed careers beyond a typical construction job, including engineering and city/water-related jobs. The students asked many questions and enjoyed their lunch and swag bags.



**Desert Hot Springs Rotary Big Heart Awards: April 20, 2023**

The Desert Hot Springs Rotary Big Heart Awards honored individuals and local businesses for doing good in our community. This year's MSWD Person of the Year was Engineering Technician II Mike Platt, who has been active in the Desert Hot Springs community for many years. The fun-filled event also celebrated the Desert Hot Springs Rotary's 75<sup>th</sup> anniversary, which our own General Manager, Arden Warden, reflected on during a special toast and speech during the event.



**Cabot Museum Earth Day Event: April 22, 2023**

MSWD celebrated Earth Day by partnering with Cabot's Museum for a free exhibition. Attendees learned about the hot and cold water that helped spark the flame that would someday turn into the Desert Hot Springs community. As part of the festivities, attendees had free access to the museum and were treated to poetry by local students. In addition, MSWD staff hosted a resource booth in the courtyard promoting the history of our award-winning water and the District's efforts to protect this critical resource. MSWD celebrated Earth Day by partnering with Cabot's Museum for a free exhibition. Attendees learned about the hot and cold water that helped spark the flame that would someday turn into the Desert Hot Springs community. As part of the festivities, attendees had free access to the museum and were treated to poetry by local students. In addition, MSWD staff hosted a resource booth in the courtyard promoting the history of our award-winning water and the District's efforts to protect this critical resource.




**MSWD Blood Drive: May 10, 2023**

Recognizing the continued need in our community, MSWD once again partnered with LifeStream to host an employee/community blood. More than 16 employees signed up to make a lifesaving donation.


BLOOD DRIVE

Scan the code to make your next appointment!



SCAN ME

PROUDLY HOSTED BY



Wednesday, May 10  
7 AM to 1 PM  
66575 2nd St., Desert Hot Springs  
in the MSWD Boardroom.

All donors will receive a vintage LifeStream t-shirt, while supplies last!  
Give a Double Red Cell donation and receive a \$25 e-gift card, while supplies last!

For appointments, call 800.879.4484, visit [lstream.org/mswd](http://lstream.org/mswd), or scan the QR code above.



**Utility Assistance Clinic: May 22, 2023**

Representatives from Riverside County Community Action Partnership, the United Way, FoodNow, and Desert Valley Disposal were in attendance for on-site program sign-ups and to provide community resources and support. Customers can qualify for as much as \$2,000 in financial support for their water or wastewater service.

**Career Day at Painted Hills Middle School: May 24, 2023**

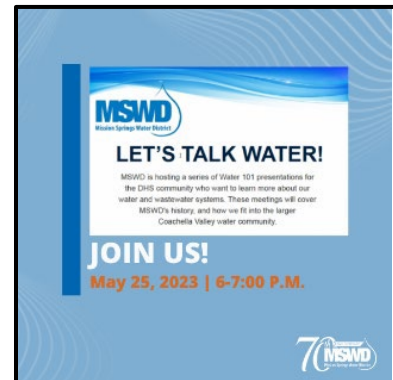
Students at Painted Hills Middle School learned about the source of their award-winning tap water and some of what it takes to get it to their homes during a special career day presentation held at Painted Hills Middle School on May 24, 2023.

**Water 101: May 25, 2023**

MSWD hosted its third Spring Water 101 presentation at the Desert Hot Springs Library. The first session featured the MSWD water delivery system, the second featured the wastewater system, and the third session covered finance, rate making, and customer service. A fourth session was held June 22, 2023, including regional planning and collaboration efforts.

**Utility Assistance Clinic: June 8, 2023**

Representatives from Riverside County Community Action Partnership, the United Way, FoodNow, and Desert Valley Disposal were in attendance for on-site program sign-ups and to provide community resources and support. Customers can qualify for as much as \$2,000 in financial support for their water or wastewater service.

**Toilet Rebates**

In total, we received 166 applications with a total of 50 toilets. The total rebate amount paid to customers was \$3,802.00. According to the [EPA](#), each replaced toilet represents as much as 13,000 gallons of water savings per year.

**Turf Rebates**

We have received more than a dozen Turf Rebate applications and have paid out a total of 12 rebates for FY 2023 totaling \$108,777.50. There may be additional turf rebates paid in June 2023 that will need to be appended to these totals.

**Water Bottle Program**

There was a total of 612 cases of water donated to local events during FY 2023 as part of the District’s Water Bottle Program.

Date Supplied	Requests Filled	Event or Purpose	# Cases Requested
07/06/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
07/14/2022	St. Elizabeth’s Church	Knights of Columbus Meetings	2
08/02/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
08/03/2022	PS/DHS Indians	Youth Football & Cheer Games	5
08/03/2022	PSHS	Football Games - Varsity	5
08/05/2022	Living Word in the Desert	Back to School Event	10
08/09/2022	Cabot Yerxa Elementary School	Back to School Night	10
08/23/2022	Cielo Vista Charter School	Back to School Night	10
08/29/2022	Homeowners	Redbud Booster Fire Incident	10
09/01/2022	DHS High School	Public Safety Academy	7
09/07/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
09/08/2022	Miracle Springs Resort	International Retreat	6
09/26/2022	DHS High School	Special Activities Class	10
10/5/2022	DHS High School	Edward Wenzlaff Field Trips	6
10/06/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
10/10/2022	DHS Police Department	Investigations, Traffic Accidents	5
10/13/2022	Cabot’s Pueblo Museum	Dia de los Muertos	4



**STRATEGIC PERFORMANCE AND ACCOMPLISHMENTS 2024**

Item 11.

7/10/2022	City of DHS	Dia de los Muertos	8
10/20/2022	DHSHS	Public Safety Academy-Great Shakedown	10
10/20/2022	Friends of DHS Library	Authors Series/Book Sale	6
10/22/2022	DHS Rotary	Health & Job Fair	10
10/24/2022	DVBA	Annual Golf Tournament	8
10/28/2022	Miracle Springs Resort	SEECA Mineral Water Retreat	1
10/29/2022	MSWD	Rotary Happy Healthy Halloween	10
10/31/2022	Lily of the Valley Worship Center	Harvest Festival	8
11/02/2022	PSUSD/EWCE ATP	Field Trips	6
11/08/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
11/10/2022	Team Mom Charities	Community Thanksgiving Dinner	12
11/11/2022	Diversity DHS	Fundraiser Dance at Cabot's Museum	15
11/17/2022	Quail Valley Associates	Fundraiser	10
12/5/2022	Kerry Berman C.I.G.	Student Tour	2
12/08/2022	City of DHS	Council/Commission Meetings/Walk-In Guest	25
12/8/2022	St. Elizabeth's Church	Special Event	10
12/09/2022	Habitat for Humanity	Golf Tournament	6
12/14/2022	Friends of the Library	Authors Series	4
01/09/2023	City of DHS	Council/Commission Meetings/Walk-In Guest	25
01/12/2023	Caliente Springs Community	Golf Tournament	8

01/24/2023	The Spa Paletteers Art Club	Annual Art Show	2
01/25/2023	Miracle Springs Resort	Health Retreat	6
02/06/2023	City of DHS	Council/Commission Meetings/Walk-In Guest	25
02/08/2023	Mission Lakes Country Club	Ladies Golf Tournament	4
02/09/2023	DHS High School	Family Night	10
02/09/2023	DHS Paletteers Art Club	Art Club	2
02/10/2023	Two Bunch Palms School	PSUSD Wellness Fair	9
02/15/2023	Miracle Springs Resort	Road Hiking Church Group	8
02/23/2023	Bella Vista Elementary School	Jog-a-thon	12
03/01/2023	Cabot Yerxa Elementary School	Field Trips	12
03/09/2023	Miracle Springs Resort	Sun Lakes Hikers	2
03/15/2023	Bella Vista Elementary School	Early Act Club	2
03/16/2023	Bella Vista Elementary School	Jog-a-thon	10
03/16/2023	City of DHS	Council/Commission Meetings/Walk-in Guest	25
03/22/2023	Friends of the DHS Library	Authors Series	2
03/22/2023	DHS High School	Student's Annual Fashion Show	10
03/23/2023	DHS Family Resource Center	LENA Start-Early Talk Program	5
03/31/2023	DHS High School	CTE Field Day-Public Safety Academy	12
04/07/2023	Living Word in the Desert	Easter Sunday Event	6
04/10/2023	CVCAN	Desert Haze VIP Zone	10

04/19/2023	DHSHS	Lunch and Learn with Students & Community	2
04/20/2023	Rotary Club	Big Heart Awards Dinner	9
04/22/2023	Cabot's Pueblo Museum	Earth Day Celebration	4
04/29/2023	Jeff Bowman	Ron Gilbert's Memorial	2
04/31/2023	Art Foundation DHS	Golf Fundraiser	4
<b>Total Cases</b>			<b>612</b>



## Water Operations

The District's Water Operations is committed to protecting our most valuable resource, water. In 2022, the COVID-19 pandemic continued to bring on challenges for the District. During this time, we continued to proceed with our maintenance programs and ensure our work and projects stayed on track.

## Construction and Maintenance

### Strategic Goal 1 – Water Supply

During the last fiscal year, the Construction and Maintenance Department has successfully implemented the following programs and projects in support of the District's Strategic Goal 1 – Water Supply.

Staff along with the Water Production Department assisted Engineering and their consultant working on the water and sewer master plans. Field crews worked with MBI on performing fire flows and watching the SCADA system while MBI collected the required data for the master plans.

### Strategic Goal 2 – Infrastructure

During the last fiscal year, the Construction and Maintenance Department has successfully implemented the following programs and projects in support of the District's Strategic Goal 2 – Infrastructure.

Staff worked with B-81 Paving on the current paving patch list and completed 28 permanent asphalt patches.

Staff abandoned a section of the Tamarack Mainline due to aging pipes and leaks.

Staff continued the use of the new Computerized Maintenance Management System (CMMS), which allows paperless tracking of all work orders. Prior to implementing the CMMS system, tracking work orders was labor intensive and did not allow easy access to labor, material, and equipment costs. This program allows staff to manage workorders much more efficiently, eliminate paperwork, and enhance productivity. More importantly, the program allows staff to track all work, run analytical reports for labor and costs associated with repairs, allowing focus on planned preventative maintenance, thus facility downtime is minimized.

## Operational Highlights

The following maintenance activities were completed in the previous year.

- Staff flushed 286 blow-offs as part of the annual blow-off maintenance program. This program is a requirement of the state health department and a good water quality measure for dead end mains and areas that are known for low flows or minimal water consumption.

- Staff exercised 2,143 ground valves as part of the ground valve maintenance program.
- Staff serviced/maintained 780 fire hydrants as part of the fire hydrant maintenance program.
- Staff replaced 116 poly service lines with copper, this number is up from last year.
- Staff serviced 189 air-vacuum valves under the Air-Vacuum Program.
- Staff installed 164 new water services.
- Staff completed 12 Cla-Val annual maintenance services.
- Staff completed 3,753 underground service alert line location tickets.

## Water Production

### Strategic Goal 1 – Water Supply

During the last fiscal year, the Water Production Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 1 – Water Supply.

The Water Production Department is responsible for the monthly water quality analysis that is performed throughout the year in the three public water systems that MSWD operates and maintains. Staff is responsible for taking the water samples, reviewing the results, and submitting the analysis monthly reports to the State Water Resources Control Board (SWRCB) by the 10<sup>th</sup> of every month. In 2022, staff collected approximately 1,100 samples of which approximately 700 samples were routine samples required by the District annually. Of the 1,100 samples taken, there were 3,192 analyses completed for various constituents to ensure our water is safe to provide to the public. Some examples of constituents tested in 2022 included Total Trihalomethanes (TTHM - Disinfectant Byproducts), Haloacetic Acids (HAA5 – Disinfection Byproducts), Nitrates, Total Coliform, and Escherichia Coli (E-Coli) amongst others.

In June 2020, the District joined a demand response program through Enerresponse, a third-party company that works directly with Southern California Edison (SCE) to help minimize drastic events on the power grid. The demand response program is a measure to call on end-use customers to reduce their electric demand during periods of power shortages, or grid instability, in an effort to prevent power outages and help balance out demands. Agencies receive a call to participate 24 hours prior to an event. Participants are paid ongoing payments to reduce electricity usage throughout the year. In 2022, MSWD earned \$6,768 (this does not include the last quarter of 2021) for participating in this program.

Staff continued to oversee the landscape work at the District’s 36 sites. Each year staff advertises a request for bids for annual landscape service through PlanetBids. In the second quarter of 2022, staff advertised and received five bids for this service. Urban Habitat was the lowest responsive bidder and was awarded a contract in June 2022.

Each month, staff is responsible for sounding the groundwater levels at 13 potable water wells and seven monitoring wells throughout the District’s service area. Staff evaluates the data received which includes static water levels, pumping water levels (for operational wells), and drawdown on each well. In 2022, water levels on average held steady with no major declines noted. On average, we have noticed a decline of approximately 2 feet throughout all the MSWD wells.

The Production Department had several projects in FY 2022-2023 that helped improve the overall operations and quality of the water system and the District as a whole. The following is a list of key projects staff undertook:

**Well 33 Rehabilitation**

Beginning in August 2022, MSWD began rehabilitation efforts for Well 33 and its downhole pumping equipment. This work was recently completed at the start of 2023. This well was chemically and mechanically rehabilitated and fitted with new downhole submersible pumping equipment. Additionally, the suction reservoir at this site was also drained, inspected, and cleaned by MSWD staff.

**Well 22 Rehabilitation**

Near the end of 2022, MSWD began rehabilitation efforts at Well 22. We started with mechanical rehabilitation efforts, but quickly learned that we had to broaden our methods to include chemical rehabilitation procedures. This project is not yet complete, but we anticipate the rehabilitation to be completed by mid-June of 2023. Additionally, once this well is back on-line, the District will proceed with the Well 24 Electrical Panel Upgrade.

**Well 24 Electrical Panel Upgrade**

This project is to do a full removal and replacement of the existing electrical panel and motor control center. Well 24 is currently the only well providing water to the 1400 Annandale Zone and is an essential well to the District. This project will bring the site up to today’s standards for safety and efficiencies. The Well 24 Electrical Panel Upgrade project was completed during the first quarter of 2023. This included all new underground electrical infrastructure, pad-mounted transformer, and Motor Control Center. This was a significant improvement to this well site and should help ensure continued reliable operation.

**Well 26A Rehabilitation**

The production rate (gpm) at Well 26A was in decline during the first few months of 2022, thus the District decided to perform a mechanical rehabilitation of this well. At its lowest rate it was only producing 83 gpm, but after the rehabilitation the Well is now able to produce up to 170 gpm.

**Motor Saver Installations**

Beginning towards the end of 2022 the District used our on-call electrical contractor, KSM Electric, to install Motor Saver (Littlefuse 777) units on all of our electric motors. These Motor Saver units help protect against voltage and current imbalances which can cause



damage to a motor. We hope that this helps prevent preventable motor failures in the future.

**Reservoir Inspections and Cleanings**

The District recently contracted with a tank diving, inspection, and cleaning company to service 9 of our reservoirs. The reservoirs that were serviced are as follows: Two Bunch #1, High Desert View #1 & #2, Quail, Vista, Little Morongo, Mission Lakes, Annandale, and Highland. Other than the expected layer of sand at the bottom of the reservoirs, all were reported to be in good condition. The only reservoir that will need repairs within the next 5 years is Vista.

**Terrace Booster Pump Rehabilitation**

Due to high runtime, many of the booster pumps located at the Terrace Reservoir are in need of repair. The District began to rehabilitate these pumps one-after-another. Currently, we have rehabilitated Boosters 1, 3, & 4. We are actively continuing with the boosters that remain to be repaired. Note: All six of the booster pumps at this site are operational despite the repairs needed.

**Automatic On-Online Chlorine Analyzer**

The District staff recently completed the installation of an Automatic On-Line Chlorine Analyzer at our Valley View Booster station. This analyzer reflects the chlorine dosing that takes place at Well #27. These chlorine readings are now monitored and logged electronically via our SCADA system. Additional Chlorine Analyzers are scheduled for installation, with a goal to monitor our chlorine residuals throughout our entire District.

**Solar-Only Improvements**

The District has a number of sites that rely on solar power for the site's Telemetry equipment. The Production Department staff has made many improvements/repairs to these existing solar-dependent sites which has greatly improved system reliability and has resulted in a reduction of overtime hours for our staff. Even during extended periods of cloudy weather these sites have remained online/active.

**Site Security Improvements**

The District has experienced an increase in vandalism at a few of our water production facilities. These events have caused us to make improvements to our site security systems so that we're able to have a faster response time. In fact, many of our improvements have been proven to help thwart vandal activity that was in process. This has saved the District thousands of dollars in material and labor costs.

**Operational highlights**

Completed the 2023 annual CCR report for 2022, and completed the 2022 annual CCR report for 2021.

Completed the annual well extraction reports for our three public water systems.

Completed the annual CASGEM reporting.

Completed the Electronic Annual Report (EAR) for 2021 and 2022.

Completed the Annual Water Loss Audit.

## Wastewater Operations

### Collections

#### Strategic Goal 2 – Infrastructure

During the last fiscal year, the Collection Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 2 – Infrastructure.

Collections staff jetted and cleaned 42.02 miles of sewer mainline that included 883 segments of pipe, which was less than last year due to a vacancy in the department. The mainline jetting and cleaning program are routine maintenance programs to prevent sewer overflows. The typical yearly expectation of footage cleaned is 20 miles, which was exceeded by the Collections staff. As a result of the vacancy, this allowed the lone operator to routinely inspect 313 pipe segments totaling 16.8 miles almost doubling the footage inspected the previous year.

### Wastewater

#### Strategic Goal 2 – Infrastructure

During the last fiscal year, the Wastewater Department has successfully implemented the following programs and projects in support of the District’s Strategic Goal 2 – Infrastructure.

#### Nancy Wright Regional Water Reclamation Facility Construction

The District began construction for the new Nancy Wright Regional Water Reclamation Facility (RWRF) near the I-10/Indian Ave. corridor in April 2022, and is currently 46% complete. The project was awarded to J.F. Shea Construction with an anticipated completion date in November 2023. The proposed Conveyance Line and RWRF projects will be capable of redirecting and treating some of the flows from the Horton WWTP. The Horton WWTP is currently at 80.6% of the permitted capacity of 2.436 MGD.

#### Alan L. Horton Wastewater Treatment Plant Operational Highlights

After a thorough review of all the unit processes and operational data for this past year, we do not foresee any major maintenance or operational changes for the Alan L. Horton Wastewater Treatment Plant (Horton WWTP).

The Horton WWTP received and treated 727.749691 million gallons of raw wastewater.

The sludge produced at the Horton WWTP in 2022 was loaded into trailers and hauled to Ag Tech LLC, in Somerton, Arizona. Western Express removed a total of 4797.71 wet tons of sludge. A total of 189 trailers were hauled away. On a weekly basis, the grit and screenings are placed in the sludge disposal trailers. The total non-toxic grit and screenings produced was approximately 85.0 cubic yards.

Odor and fly control continue to be high priority at our facilities. All sludge drying beds at the Horton WWTP remain out of service except in the event of an emergency.

The District was issued an updated WDR Permit in April 2022 to include:

- Additional Percolation Ponds constructed in 2019,
- Addition of a Cloth Media Effluent Filter Project,
- Installation of a Carbon Odor Control System for the Headworks/Influent Pump Station,
- Replacement of the (4) 40HP submersible Influent Pumps with submersible Chopper pumps,
- Other changes included removing (1) Channel Grinder from service,
- Additional sampling requirements were added including Influent TDS sampling and E. Coli sampling of the Groundwater Well network.

The District's consultant, TKE Engineering, completed the 100% design of the Cloth Media Effluent Filter Project for added to polish the effluent going into the percolation ponds. This project is expected to start in 2024. District staff contracted with Vaughan's Industrial to install (4) 40 HP Chopper pumps, replacing the older non-clog submersible pumps in the Influent Wet well. The Carbon Odor Control System Project was completed in mid-2022 after the project was awarded to Atom Engineering.

Approved Capital Improvement Projects planned for the Horton WWTP in FY 2024 include:

- An above-ground pipe coating project which was put on pause for 2022 and is expected to move forward for completion,
- The existing North Building at the Horton WWTP will be remodeled to include additional showers and a new office space for staff,
- Conveyance Line/Diversion Structure to the New RWRF.

Staff initiated an Operator in Training (OIT) program in July 2022 to assist in the maintenance operations of the Horton WWTP. The goal of the program is to assist individuals with becoming well trained and certified Grade I Wastewater Treatment Plant Operators.

**Alan L. Horton Wastewater Treatment Plant Maintenance**

Last year, the following maintenance activities were completed at the Horton WWTP.

- Staff replaced the gear reducer and bearing on aeration brush #1.
- Clarifier #1 was drained and inspected to ensure sump was not clogged and all equipment was operating properly. Replaced the upper and lower scrapper blade on the belt filter press.
- Staff replaced the 3 augers in the loadout auger for the belt filter press due to wear on the shafts and replaced the 27-inch ripper teeth on the Kubota with hardened faced ripper teeth.
- Staff replaced the gearbox reducer on the load out auger for the belt press.
- Staff replaced the front bucket on the skip loader.
- Staff replaced influent pumps 1 and 2 with Vaughan chopper pumps.
- Staff replaced influent pumps 3 and 4 with Vaughan chopper pumps.
- The District's confined space equipment sent in for re-certification.
- The Headworks was drained and all grit / debris were removed.
- Integrity Municipal Systems finished installation of odor control unit at the headworks. A stainless steel manual bar screen was fabricated and placed in the bypass channel at the headworks to help capture rags from entering the plant.
- Staff replaced upper belt on the belt filter press due to a tear in the belt.
- The North Building roof was inspected for water damage and mold.
- Staff replaced the VFD for the feed box on the belt filter press. A new container was placed onsite to store emergency equipment such as hoses for the trash pumps.
- Staff replaced the motor, gearbox, auger brush and stainless-steel screen for the auger monster in the headworks. Puro Clean replaced water-damaged area of the North Building roof.
- Staff replaced the lower and gravity belts on the belt filter press. New AC was installed on the north building.

**Desert Crest Wastewater Treatment Plant Operational Highlights**

After a thorough review of all the unit processes and operational data for the past year, we do not foresee any major maintenance or operational changes for the Desert Crest Wastewater Treatment Plant (Desert Crest WWTP) at this time, however the District is looking into the possibility of decommissioning the plant in the future. The sludge drying beds at the Desert Crest Plant continue to be in operation.

Last year, the Desert Crest WWTP received and treated 15.679103 million gallons of raw wastewater.

The solids produced at the Desert Crest WWTP are hauled to the Horton WWTP and loaded into the trailers with the solids produced at the Horton WWTP. Last year, approximately 10.661 dried tons of sludge was produced at the Desert Crest WWTP. After it was dried, it was transferred to the Horton WWTP for final hauling to Ag Tech LLC in Somerton, Arizona.

The total non-toxic grit and screenings produced was approximately 10 cubic yards. On a weekly basis the grit and screenings are placed in the sludge disposal trailers and hauled to the Ag Tech LLC in Somerton, Arizona.

**Desert Crest Wastewater Treatment Plant Maintenance**

Last year, the following maintenance activities were completed at the Desert Crest WWTP.

- Staff cleaned and rehabilitated 6 wasting beds, 2 scum beds, and 2 percolation ponds quarterly.
- Staff replaced a valve in the scum line from the east Aeration Tank and replaced piping feeding the headworks due to corrosion.
- Staff replaced the motor on the aeration brush in the east Aeration Tank.
- Staff replaced the aerator inner bearing on the west Aeration Tank.



## **APPENDICES**

### **Appendix A – List of Acronyms**

**ACWA** – Association Of California Water Agencies

**AF** – Acre-Foot (1 AF = 325,851 gallons)

**AMI** – Advanced Metering Infrastructure

**CCTV** – Closed Circuit Television

**CIP** – Capital Improvement Program

**COP** – Certificate Of Participation

**CMMS** – Computerized Maintenance Management System

**CSDA** – California Special Districts Association

**CVRWMG** – Coachella Valley Regional Water Management Group

**CVWD** – Coachella Valley Water District

**DAC** – Disadvantaged Community

**DWA** – Desert Water Agency

**DWR** – Department of Water Resources

**EIR** – Environmental Impact Report

**EOC** – Emergency Operations Center

**FEMA** – Federal Emergency Management Agency

**FOG** – Fats, Oils, Grease

**FTE** – Full-Time Equivalent (number of employees)

**FY** – Fiscal Year

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Government Accounting Standards Board

**GFOA** – Government Finance Officers Association

**GIS** – Geographic Information System

- GM** – General Manager
- GPM** – Gallons Per Minute
- GPS** – Global Positioning System
- GQPP** – Groundwater Quality Protection Program
- GSA** – Groundwater Sustainability Agency
- HMP** – Hazard Mitigation Plan
- IRWM** – Integrated Regional Water Management
- IT** – Innovation and Technology
- MCL** – Maximum Contaminant Level
- MGD** – Million Gallons Per Day
- MSWD** – Mission Springs Water District
- SCADA** – Supervisory Control and Data Acquisition
- SCE** – Southern California Edison
- SGMA** – Sustainable Groundwater Management Act
- SNMP** – Salt and Nutrient Management Plan
- SRF** – State Revolving Fund
- SWOT** – Strength, Weakness, Opportunity, Threat
- SWRCB** – State Water Resources Control Board
- TDS** – Total Dissolved Solids
- USGS** – United State Geological Survey
- UWMP** – Urban Water Management Plan
- WDR** – Waste Discharge Requirements
- WWTP** – Wastewater Treatment Plant

## Appendix B – Glossary

**Accrual Basis of Accounting** – The basis of accounting under which transactions are recognized when they occur, regardless of timing of cash receipts and disbursements.

**Adopted Budget** – The official budget as approved by the Board of Directors at the start of each fiscal year.

**Amended Budget** – The adopted budget as amended by the Board of Directors through the course of the fiscal year.

**Assets** – Resources owned or held by the District that have monetary value.

**Balanced Budget** – A budget in which planned expenditures do not exceed planned funds available.

**Board** – Comprised of the District’s five elected Directors with a rotating president, collectively acting as the legislative and policy-making body of the District.

**Bond** – A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

**Budget** – A financial plan, for a specified period, of operations that matches all planned revenues and expenditures with the services provided to the residents of the Mission Springs Water District service area.

**Capital Budget** – A budget which focuses on capital project to implement the Capital Improvement Program.

**Capital Expense** – An acquisition or an improvement (as distinguished from a repair) that will have a life of more than one year and costs more than \$10,000.

**Capital Improvement Program** – A plan for the capital improvements to be implemented each year over a number of years to meet capital needs arising from the assessment of long-term needs. It sets forth the estimated cost for each project and specifies the resources required to finance the projected expenditures.

**Capital Improvement Project** – The budget unit to group activities and costs necessary to implement specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Project often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

**Charges for Services** – Revenue from charges for all activities of the District.



**Contract Services** – The costs related to services performed for the District by individuals, businesses, or utilities.

**Debt Service Fund** – A fund established to account for the accumulation of resources for, and the payment of, long-term debt principle and interest.

**Department** – A major organization group of the District with overall management responsibility for an operation or a group of related operations within a functional area.

**Division** – A major administrative organizational unit of the District with overall management responsibility for one or more activities.

**Encumbrance** – The commitment of appropriated funds to purchase an item or service.

**Expenditures/Expenses** – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**Fiscal Year** – A 12-month period to which the annual operating budget applies and at the end of which an entity determines its financial position, the results of its operations, and adopts a budget for the coming year. The District’s fiscal year is from July 1 to June 30.

**Fixed Assets** – Equipment costing \$10,000 or more, including tax, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvement, etc.

**Fund** – An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves, and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance** – The equity (assets minus liabilities) of governmental fund and fiduciary fund types.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards of, and guidelines for, financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures.

**Goals** – Broad, general statements of each division’s desired community of organizational outcomes.

**Government Accounting Standards Board** – The independent organization that establishes and improves standards of accounting and financial reporting for U.S., state, and local governments.

**Infrastructure** – The accumulated pipelines and storage facilities of the District, including meters, valves, pumps, and other appurtenances.

**Interest Earnings** – The earnings from available funds invested during the year in U.S. Treasury Bonds, government agencies, and Certificates of Deposit.

**Liabilities** – Present obligations of the District arising from past events.

**Materials and Supplies** – Expendable materials and operating supplies necessary to conduct department activity.

**Operating Transfer** – A transfer of revenues from one fund to another fund.

**Operating Budget** – The annual budget and process that provides a financial plan for the operation of government and the provision of services for the year; excluded from the operating budget are capital projects, which are determined by a separate, but interrelated process.

**Payroll Expenses** – Compensation paid to, or on behalf of, District employees for salaries and wages, overtime, and benefits.

**Program** – An activity or set of activities that provides a particular service to the citizens.

**Public Hearing** – The portions of open meetings held to present evidence and provide information on both sides of an issue.

**Reserve Fund** – Prudent fiscal management tools with flexibility to continually adapt to change, ensure continued operational solvency, and preserve adequate levels of services.

**Resolution** – An order of a legislative body requiring less formality than an ordinance or statute.

**Revenue** – Moneys that the District receives as income such as payments for water consumption, shared revenues, and interest income.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	<b>MISSION SPRINGS WATER DISTRICT - 2023-2024 DEPARTMENTAL BUDGETS</b>																
2																	
3	<b>DEBT SERVICE FUNDS</b>																
4	<b>COMBINED DISTRICTS</b>	<b>OPERATING FUNDS</b>			<b>WATER DISTRICT</b>			<b>SEWER DISTRICT</b>				<b>CAPITAL IMPROVEMENT FUNDS</b>					
5		<b>TOTAL FUNDS</b>	<b>GENERAL DISTRICT</b>	<b>WATER DISTRICT</b>	<b>SEWER DISTRICT</b>	<b>IMPROVEMENT DISTRICT #2</b>	<b>IMPROVEMENT DISTRICT E</b>	<b>INSTALLMENT SALE AGREEMENTS</b>	<b>ASSESSMENT DISTRICT #4</b>	<b>ASSESSMENT DISTRICT #7</b>	<b>ASSESSMENT DISTRICT #11 &amp; 12</b>	<b>INSTALLMENT SALE AGREEMENTS</b>	<b>GENERAL DISTRICT</b>	<b>WATER DISTRICT</b>	<b>SEWER DISTRICT</b>		
9	<b>OPERATING REVENUES</b>	21,191,788	0	13,786,420	7,405,368												
11	<b>OPERATING EXPENSES:</b>																
12	CUSTOMER ACCOUNTS	1,554,165	361,953	1,192,212	0												
13	BUILDINGS AND GROUNDS	180,441	180,441	0	0												
14	VEHICLE MAINTENANCE	655,244	655,244	0	0												
15	CENTRAL SERVICES	865,210	865,210	0	0												
16	ADMINISTRATION	2,121,964	2,121,964	0	0												
17	INFORMATION TECHNOLOGY	1,060,397	1,060,397	0	0												
18	BOARD OF DIRECTORS	538,746	538,746	0	0												
19	PUBLIC AFFAIRS	748,817	571,757	177,060	0												
20	HUMAN RESOURCES	434,304	434,304	0	0												
21	ENGINEERING	1,042,829	952,829	81,000	9,000												
22	ACCOUNTING	615,316	615,316	0	0												
23	PUMPING	4,372,282	0	4,372,282	0												
24	TRANSMISSION AND DISTRIBUTION	2,470,251	0	2,470,251	0												
25	COLLECTION	720,040	0	0	720,040												
26	TREATMENT	1,825,696	0	0	1,825,696												
27	DISPOSAL	1,212,991	0	0	1,212,991												
28	DEPRECIATION	4,449,600	298,320	2,416,848	1,734,432												
29	CAPITAL LABOR AND COSTS														89,592	274,500	177,408
30	ADMINISTRATIVE COSTS ALLOCATED	(1,127,928)	(8,656,481)	5,259,413	2,269,140										112,872	363,888	207,348
31	<b>TOTAL OPERATING EXPENSE</b>	<b>23,740,365</b>	<b>0</b>	<b>15,969,066</b>	<b>7,771,299</b>												
33	<b>NET OPERATING INCOME(LOSS)</b>	<b>(2,548,577)</b>	<b>0</b>	<b>(2,182,646)</b>	<b>(365,931)</b>												
35	<b>ADD NON-OPERATING REVENUE:</b>																
36	CONNECTION FEES	922,659	0	682,659	240,000												
37	PROPERTY TAXES	2,263,200	795,600	914,400	553,200												
38	SOLAR CREDITS	250,000	250,000	0	0												
39	SITE RENTALS	100,800	0	100,800	0												
40	INTEREST INCOME	1,187,472	332,600	394,600	242,100	600	1,700	400	384	215,088							
41	UNREALIZED GAINS/LOSSES	101,700	36,000	52,500	13,200												
42	FRONT FOOTAGE FEES	0	0	0	0					0							
43	GRANT	69,850,000	0	300,000	69,550,000												
44	<b>LESS INTEREST &amp; DEBT SERVICE EXPENSE:</b>																
45	INTEREST	(841,129)	0	(960)	0		(10,180)	(8,051)	0	(1,160)	(820,778)						
46	DEBT SERVICE CHARGES	0	0	0	0		0										
48	<b>NET INCOME(LOSS)</b>	<b>71,286,125</b>	<b>1,414,200</b>	<b>261,353</b>	<b>70,232,569</b>	<b>600</b>	<b>(8,480)</b>	<b>(8,051)</b>	<b>400</b>	<b>(776)</b>	<b>(605,690)</b>	<b>0</b>					
50	LOAN PROCEEDS	18,200,000	16,700,000	1,500,000	0												
51	ADD ASSESSMENT DISTRICT PRINCIPAL	625,780	0	0	0				0	16,000	609,780						
52	ADD DEPRECIATION & AMORTIZATION	4,449,600	298,320	2,416,848	1,734,432		0			0	0						
53	<b>TOTAL CASH PROVIDED</b>	<b>94,561,505</b>	<b>18,412,520</b>	<b>4,178,201</b>	<b>71,967,001</b>	<b>600</b>	<b>(8,480)</b>	<b>(8,051)</b>	<b>400</b>	<b>15,224</b>	<b>4,090</b>	<b>0</b>					
55	<b>CASH APPLIED OR RESERVED FOR:</b>																
56	PRINCIPAL PAYMENTS DUE	(730,641)					(8,725)	(16,332)	0	(16,000)	(689,584)						
57	INTER-FUND TRANSFERS	0		(40,988)	(685,870)	(600)	17,205	24,383	(400)	776	685,494						
58	CAPITAL IMPROVEMENTS	(76,827,465)	(19,067,694)	(16,163,836)	(41,595,935)							19,067,694	16,163,836	41,595,935			
59	VEHICLES AND EQUIPMENT	(32,000)	0	0	(32,000)							0	0	32,000			
60	CAPITAL REPLACEMENT RESERVE	(2,224,800)	(149,160)	(1,208,424)	(867,216)												
61	RESERVES (INCREASED) DECREASED	(14,746,599)	804,334	13,235,047	(28,785,980)												
62	<b>TOTAL PRINCIPAL PAYMENTS,</b>																
63	<b>TRANSFERS &amp; CAPITAL IMPROVEMENT</b>	<b>(94,561,505)</b>	<b>(18,412,520)</b>	<b>(4,178,201)</b>	<b>(71,967,001)</b>	<b>(600)</b>	<b>8,480</b>	<b>8,051</b>	<b>(400)</b>	<b>(15,224)</b>	<b>(4,090)</b>	<b>0</b>	<b>19,270,158</b>	<b>16,802,224</b>	<b>42,012,691</b>		

**MISSION SPRINGS WATER DISTRICT - 2022-2023 DEPARTMENTAL BUDGETS (revised 1/9/23)**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	<b>MISSION SPRINGS WATER DISTRICT - 2022-2023 DEPARTMENTAL BUDGETS (revised 1/9/23)</b>																
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1	<b>MISSION SPRINGS WATER DISTRICT - DEPARTMENTAL BUDGETS COMPARISON</b>																	
2																		
3																		
4																		
5		<b>ORIGINAL 2023-2024</b>				<b>REVISED 2022-2023</b>					<b>Difference</b>							
6	<b>COMBINED</b>	<b>OPERATING FUNDS</b>				<b>COMBINED</b>	<b>OPERATING FUNDS</b>				<b>COMBINED</b>	<b>OPERATING FUNDS</b>						
7	<b>DISTRICTS</b>	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>	<b>OTHER</b>	<b>DISTRICTS</b>	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>	<b>OTHER</b>	<b>DISTRICTS</b>	<b>GENERAL</b>	<b>WATER</b>	<b>SEWER</b>	<b>OTHER</b>			
8	<b>TOTAL</b>	<b>DISTRICT</b>	<b>DISTRICT</b>	<b>DISTRICT</b>		<b>TOTAL</b>	<b>DISTRICT</b>	<b>DISTRICT</b>	<b>DISTRICT</b>		<b>TOTAL</b>	<b>DISTRICT</b>	<b>DISTRICT</b>	<b>DISTRICT</b>	<b>OTHER</b>			
9	<b>FUNDS</b>					<b>FUNDS</b>					<b>FUNDS</b>							
11	<b>OPERATING REVENUES</b>	21,191,788		13,786,420	7,405,368	0	21,186,424		13,599,636	7,586,788	0.0%	5,364		186,784	(181,420)			
12																		
13	<b>OPERATING EXPENSES:</b>																	
14	CUSTOMER ACCOUNTS	1,554,165	361,953	1,192,212	0	0	2,096,048	402,036	1,694,012	0	-25.9%	(541,883)	(40,083)	(501,800)	0			
15	BUILDINGS AND GROUNDS	180,441	180,441	0	0	0	155,360	155,360	0	0	16.1%	25,081	25,081	0	0			
16	VEHICLE MAINTENANCE	655,244	655,244	0	0	0	488,084	488,084	0	0	34.2%	167,160	167,160	0	0			
17	CENTRAL SERVICES	865,210	865,210	0	0	0	780,891	780,891	0	0	10.8%	84,319	84,319	0	0			
18	ADMINISTRATION	2,121,964	2,121,964	0	0	0	3,250,786	3,250,786	0	0	-34.7%	(1,128,822)	(1,128,822)	0	0			
19	INFORMATION TECHNOLOGY	1,060,397	1,060,397	0	0	0	1,096,512	1,096,512	0	0	-3.3%	(36,115)	(36,115)	0	0			
20	BOARD OF DIRECTORS	538,746	538,746	0	0	0	399,776	399,776	0	0	34.8%	138,970	138,970	0	0			
21	PUBLIC AFFAIRS	748,817	571,757	177,060	0	0	770,665	594,325	176,340	0	-2.8%	(21,848)	(22,568)	720	0			
22	HUMAN RESOURCES	434,304	434,304	0	0	0	382,500	382,500	0	0	13.5%	51,804	51,804	0	0			
23	ENGINEERING	1,042,829	952,829	81,000	9,000	0	1,023,476	940,476	74,000	9,000	1.9%	19,353	12,353	7,000	0			
24	ACCOUNTING	615,316	615,316	0	0	0	536,796	536,796	0	0	14.6%	78,520	78,520	0	0			
25	PUMPING	4,372,282	0	4,372,282	0	0	3,507,755	0	3,507,755	0	24.6%	864,527	0	864,527	0			
26	TRANSMISSION AND DISTRIBUTION	2,470,251	0	2,470,251	0	0	2,327,279	0	2,327,279	0	6.1%	142,972	0	142,972	0			
27	COLLECTION	720,040	0	0	720,040	0	512,448	0	512,448	0	40.5%	207,592	0	0	207,592			
28	TREATMENT	1,825,696	0	0	1,825,696	0	2,159,312	0	2,159,312	0	-15.5%	(333,616)	0	0	(333,616)			
29	DISPOSAL	1,212,991	0	0	1,212,991	0	850,198	0	850,198	0	42.7%	362,793	0	0	362,793			
30	DEPRECIATION	4,449,600	298,320	2,416,848	1,734,432	0	4,025,551	275,046	2,069,977	1,680,528	10.5%	424,049	23,274	346,871	53,904			
31	CAPITAL LABOR AND COSTS																	
32	ADMINISTRATIVE COSTS ALLOCATED	(1,127,928)	(8,656,481)	5,259,413	2,269,140		(1,236,444)	(9,302,588)	5,594,696	2,471,448	-8.8%	108,516	646,107	(335,283)	(202,308)			
33	<b>TOTAL OPERATING EXPENSE</b>	<b>23,740,365</b>	<b>0</b>	<b>15,969,066</b>	<b>7,771,299</b>		<b>23,126,993</b>	<b>0</b>	<b>15,444,059</b>	<b>7,682,934</b>	<b>2.7%</b>	<b>613,372</b>	<b>0</b>	<b>525,007</b>	<b>88,365</b>			
34																		
35	<b>NET OPERATING INCOME(LOSS)</b>	<b>(2,548,577)</b>	<b>0</b>	<b>(2,182,646)</b>	<b>(365,931)</b>	<b>0</b>	<b>(1,940,569)</b>	<b>0</b>	<b>(1,844,423)</b>	<b>(96,146)</b>	<b>31.3%</b>	<b>(608,008)</b>	<b>0</b>	<b>(338,223)</b>	<b>(269,785)</b>			
36																		
37	<b>ADD NON-OPERATING REVENUE:</b>																	
38	CONNECTION FEES	922,659	0	682,659	240,000	0	844,440	0	664,440	180,000	9.3%	78,219	0	18,219	60,000	0		
39	PROPERTY TAXES	2,263,200	795,600	914,400	553,200	0	2,099,989	968,640	708,996	422,353	7.8%	163,211	(173,040)	205,404	130,847	0		
40	SOLAR CREDITS	250,000	250,000	0	0	0	225,000	0	90,000	135,000	11.1%	25,000	250,000	(90,000)	(135,000)	0		
41	SITE RENTALS	100,800	0	100,800	0	0	77,352	0	77,352	0	30.3%	23,448	0	23,448	0	0		
42	INTEREST INCOME	1,187,472	332,600	394,600	242,100	218,172	1,212,459	68,511	78,696	88,884	976,368	-2.1%	(24,987)	264,089	315,904	153,216	(758,196)	
43	UNREALIZED GAINS/LOSSES	101,700	36,000	52,500	13,200	0	(311,964)	(54,240)	(128,880)	(128,844)	0	-132.6%	413,664	90,240	181,380	142,044	0	
44	FRONT FOOTAGE FEES	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0	0		
45	GRANT	69,850,000	0	300,000	69,550,000	0	42,849,311	0	5,324,709	37,524,602	63.0%	27,000,689	0	(5,024,709)	32,025,398	0		
46																		
47	<b>LESS INTEREST &amp; DEBT SERVICE EXPENSE:</b>																	
48	INTEREST	(841,129)	0	(960)	0	(840,169)	(863,858)	0	0	0	(863,858)	-2.6%	22,729	0	(960)	0	23,689	
49	DEBT SERVICE CHARGES	0	0	0	0	0	(184,008)	0	(92,004)	(92,004)	0	0.0%	184,008	0	92,004	92,004	0	
50																		
51	<b>NET INCOME(LOSS)</b>	<b>71,286,125</b>	<b>1,414,200</b>	<b>261,353</b>	<b>70,232,569</b>	<b>(621,997)</b>	<b>44,008,152</b>	<b>982,911</b>	<b>4,878,886</b>	<b>38,033,845</b>	<b>112,510</b>	<b>62.0%</b>	<b>27,277,973</b>	<b>431,289</b>	<b>(4,617,533)</b>	<b>32,198,724</b>	<b>(734,507)</b>	

	A	B	C	D	E	F	G	H	I	J
1										
2	<b>Mission Springs Water District</b>									
3	<b>Functional Expense Budget - 2024</b>									
4								<b>Revised</b>		
5						<b>Budget</b>		<b>Budget</b>		
6						<b>2024</b>		<b>2023</b>		<b>Difference</b>
7	<b>REVENUES</b>									
8		Base service charge				\$ 2,924,400		\$ 2,886,840		\$ 37,560
9		Water consumption				9,200,400		9,171,804		28,596
10		Meter installations				122,520		73,800		48,720
11		Sewer service				7,388,400		7,570,000		(181,600)
12		Other operating revenue				1,306,132		1,231,716		74,416
13		Backup and front footage fees				922,659		844,440		78,219
14		Property taxes				2,263,200		2,099,989		163,211
15		Standby charges				245,916		248,244		(2,328)
16		Fats, oils & grease fees				4,020		4,020		-
17		Investment income				1,187,472		1,212,459		(24,987)
18		Unrealized Gains/(Losses)				101,700		(311,964)		413,664
19		Solar Credits				250,000		225,000		25,000
20		Site Rentals				100,800		77,352		23,448
21		Grants				69,850,000		42,849,311		27,000,689
22		Total revenues				\$ 95,867,619		\$ 68,183,011		\$ 27,684,608
23										
24	<b>EXPENSES</b>									
25		Salaries and wages				\$ 5,004,711		\$ 4,795,173		\$ 209,538
26		Employee benefits				990,364		928,302		62,062
27		Fringe benefits				2,668,262		2,686,731		(18,469)
28		Materials and supplies				2,403,810		1,926,622		477,188
29		Outside services				4,937,125		4,305,731		631,394
30		Ground water replenishment fees				(145,944)		(130,668)		(15,276)
31		Utilities				2,363,631		2,039,999		323,632
32		Directors' fees				60,000		60,000		-
33		Engineering				66,000		42,000		24,000
34		Insurance				210,100		191,040		19,060
35		Audit				60,000		66,000		(6,000)
36		Rate study				96,000		72,000		24,000
37		Legal				504,000		865,000		(361,000)
38		Fixed Assets				771,014		2,051,157		(1,280,143)
39		Depreciation				4,449,600		4,025,551		424,049
40		Interest				841,129		863,858		(22,729)
41		Standby reports				16,300		19,380		(3,080)
42		Dues and subscriptions				78,402		68,907		9,495
43		Training and conferences				259,558		254,152		5,406
44		Amortization and cost of debt issuance				0		184,008		(184,008)
45		Ground water management				20,000		20,000		-
46		Other expenses				55,360		76,360		(21,000)
47		Subtotal				25,709,422		25,411,303		298,119
48		General District Allocation				(1,127,928)		(1,236,444)		108,516
49		Total expenses				\$ 24,581,494		\$ 24,174,859		\$ 406,635
50										
51	<b>NET INCOME(LOSS)</b>					<b>\$ 71,286,125</b>		<b>\$ 44,008,152</b>		<b>\$ 27,277,973</b>
52										
53	<b>CAPITAL IMPROVEMENTS</b>					<b>\$ 76,827,465</b>		<b>\$ 63,362,033</b>		<b>\$ 13,465,432</b>
54	<b>VEHICLES AND EQUIPMENT</b>					<b>\$ 32,000</b>		<b>\$ 307,000</b>		<b>\$ (275,000)</b>

B	C	D	E	F	G	H	I	J	K	L
1	<b>Mission Springs Water District</b>									
2	<b>Capital Budget and Continuing Appropriations</b>									
3	<b>2024</b>									
4									Final Capital	
5				Interim	Continuing	Projects	Projects proposed	and Continuing	Funds Expended	
6			As of 6/30/22	Additions/	Appropriations from	expected to close	to be added to	Appropriations	Through	Fund in 2023/
7	<u>DESCRIPTION</u>	<u>JOB #</u>	<u>BUDGET</u>	<u>Transfers</u>	<u>2022/2023 Budget</u>	<u>by 6/30/23</u>	<u>2023/2024 budget</u>	<u>2023/2024</u>	<u>4/30/2023</u>	<u>2024</u>
8				+/-	=	-	+	=		
9	Sewer line Encasement I-10 Crossing @ Indian	10371	251,972	-	251,972	-	-	251,972	251,972	-
10	Water Infrastructure Site-H Falls & C Vintage	10681	1,000	-	1,000	(1,000)	-	-	1,000	-
11	1240Z Trans Line Quail/Terrace	10747	447,995	-	447,995	(447,995)	-	-	447,995	-
12	4 MG Reservoir @ Gateway	10799	176,699	-	176,699	(176,699)	-	-	176,699	-
13	Reservoir @ 1400' Zone	10966	25,432	-	25,432	(25,432)	-	-	25,432	-
14	Prelim Des/Eng Horton WWTP Exp #5	10969	171,703	-	171,703	-	-	171,703	171,703	-
15	Final Design Horton WWTP Exp #5	11032	940,340	-	940,340	-	-	940,340	940,340	-
16	Well #38 Design & Environmental	11076	375,000	-	375,000	-	-	375,000	366,443	-
17	Horton WWTP Expansion #5	11087	13,404,000	-	13,404,000	-	-	13,404,000	152,616	-
18	EIR Horton WWTP Expansion #5	11088	71,416	-	71,416	-	-	71,416	71,416	-
19	Well # 42 (near to existing well # 22)	11147	4,600,000	-	4,600,000	-	-	4,600,000	2,389,223	2,210,777
20	Land 29 acres Phil Kerr	11151	159,062	-	159,062	(159,062)	-	-	159,062	-
21	1530 ZONE Redbud tank #2 Land and Const	11159	80,000	-	80,000	-	-	80,000	70,708	9,292
22	I-10 & Indian Sewer Collection System	11205	602,000	-	602,000	-	50,000	652,000	594,668	57,332
23	Well & Booster SCADA enhancement	11392	30,000	-	30,000	(30,000)	-	-	29,207	-
24	Regional Wastewater Treatment Plant	11424	51,000,000	-	51,000,000	-	-	51,000,000	30,998,785	20,001,215
25	Area M-2 (AD #15)	11425	10,250,000	-	10,250,000	-	1,200,000	11,450,000	630,132	10,819,868
26	Conveyance line from LS to RWWTP	11426	8,300,000	-	8,300,000	-	-	8,300,000	1,042,124	7,257,876
27	Chromium 6 Compliance Study	11451	200,000	-	200,000	-	-	200,000	14,489	185,511
28	HWWTP Infl. Pup Station Odor Control	11456	730,000	-	730,000	-	-	730,000	647,255	82,745
29	Desert Willows Water Line Replacement	11457	1,990,000	-	1,990,000	(1,990,000)	-	-	1,566,584	-
30	Well 29 Chromium 6 Treatment design	11460	200,000	-	200,000	-	-	200,000	-	200,000
31	Area J-2	11472	300,000	-	300,000	-	-	300,000	293,854	6,146
32	HWWTP ASU Demolition	11556	167,275	-	167,275	-	-	167,275	45,077	122,198
33	HWWTP Percolation Ponds (2)	11557	380,000	-	380,000	-	-	380,000	350,214	29,786
34	Designing & Engineering Areas H & I	11566	460,000	-	460,000	-	-	460,000	330,225	129,775
35	Block Wall at Corp Yard and Wastewater Facility	11598	155,000	-	155,000	-	-	155,000	1,452	153,548
36	Block Wall/Fence at Terrace Reservoir	11599	226,288	-	226,288	-	-	226,288	25,948	200,340
37	Booster Pump Rehab Program	11600	150,000	-	150,000	-	-	150,000	69,485	80,515
38	Modular Enclosure-Chlorine Equipment/Well Sites	11601	124,180	-	124,180	-	-	124,180	86,162	38,018
39	Electrical Panel/Motor Rehab (3 sites)	11602	633,404	-	633,404	(741,404)	108,000	-	741,404	-
40	Pavement repairs - corp yard	11604	345,575	-	345,575	-	-	345,575	43,757	301,818
41	Terrace Reservoir No. 1	11607	754,343	-	754,343	-	-	754,343	30,668	723,675
42	Terrace Reservoir No. 2	11608	814,461	-	814,461	-	-	814,461	32,375	782,086
43	Terrace Reservoir No. 3	11609	361,363	-	361,363	-	-	361,363	30,883	330,480
44	Vista Reservoir Rehabilitation	11610	975,427	-	975,427	-	-	975,427	125,979	849,448
45	Well Rehabilitation Program - Well 22	11611	660,000	-	660,000	-	900,000	1,560,000	231,781	1,328,219
46	HWWTP Above Ground Piping & Appurtenance Rehab	11613	150,000	-	150,000	-	-	150,000	344	149,656
47	HWWTP SCADA Upgrades	11617	129,008	-	129,008	-	-	129,008	35,002	94,006
48	Design & Engineering for Areas A & G	11618	1,600,000	-	1,600,000	-	-	1,600,000	500,882	1,099,118
49	Admin Building	11621	33,300,000	-	33,300,000	-	-	33,300,000	1,497,333	16,802,667
50	2020 Water CIP Pipeline Replacement	11622	2,264,975	-	2,264,975	-	-	2,264,975	275,189	1,989,786

B	C	D	E	F	G	H	I	J	K	L	
1	<b>Mission Springs Water District</b>										
2	<b>Capital Budget and Continuing Appropriations</b>										
3	<b>2024</b>										
4									Final Capital		
5				Interim	Continuing	Projects	Projects proposed	and Continuing	Funds Expended		
6			As of 6/30/22	Additions/	Appropriations from	expected to close	to be added to	Appropriations	Through	Fund in 2023/	
7		<u>DESCRIPTION</u>	<u>JOB #</u>	<u>BUDGET</u>	<u>Transfers</u>	<u>2022/2023 Budget</u>	<u>by 6/30/23</u>	<u>2023/2024 budget</u>	<u>2023/2024</u>	<u>4/30/2023</u>	<u>2024</u>
8				+/-	=	-	+	=			
51		Sewer System Collections	11657	750,000	-	750,000	-	-	750,000	557,127	192,873
52		Horton North Building Improvements	11661	150,000	-	150,000	(157,000)	7,000	-	147,803	-
53		Well and Reservoir Sites Security Cameras	11665	225,075	-	225,075	-	-	225,075	2,367	222,708
54		Emergency Backup Generator Well 27/31	11666	411,002	-	411,002	-	-	411,002	15,836	395,166
55		Emergency Backup Generator Well 32	11667	300,331	-	300,331	-	-	300,331	16,101	284,230
56		Emergency Backup Generator Well 37	11668	300,331	-	300,331	-	-	300,331	16,131	284,200
57		Filtration for HWWTP	11689	1,500,000	-	1,500,000	-	-	1,500,000	108,918	1,391,082
58		GQPP Area D3-1 Sewer Design	11693	156,000	-	156,000	-	-	156,000	8,841	147,159
59		Portable Booster/Transfer Pump	11716	180,000	-	180,000	-	-	180,000	-	180,000
60		Trailer Mounted Portable Generators	11717	537,375	-	537,375	-	-	537,375	-	537,375
61		Potable Water Truck	11718	178,000	-	178,000	(178,000)	-	-	26,938	-
62		Reservoir Rehabilitation Program Design FY 2022	11719	120,000	-	120,000	-	-	120,000	-	120,000
63		Well Rehabilitation Program Design FY 2022	11720	120,000	-	120,000	-	-	120,000	53,528	66,472
64		Supplemental Environmental Project	11732	-	-	-	-	300,000	300,000	-	300,000
65		Administration Office Repairs (Drywall and Painting)	11733	-	135,000	135,000	-	-	135,000	35,339	99,661
66		Pierson Boulevard Slurry Seal Project	11737	-	183,000	183,000	-	-	183,000	-	183,000
67		Riverside Co. Mountain View Resurfacing Project	11738	-	33,000	33,000	-	-	33,000	-	33,000
68		Well 35 Equipment Installation	11741	-	2,700,000	2,700,000	-	-	2,700,000	14,227	2,685,773
69		Well 34 Rehabilitation	11742	-	475,000	475,000	-	-	475,000	10,003	464,997
70		Well 34/35 Intertie	11743	-	1,100,000	1,100,000	-	-	1,100,000	-	1,100,000
71		New 2022 John Deer 310 backhoe	11760	156,000	-	156,000	(156,000)	-	-	141,448	-
72		2022 Ford F-650 Diesel Dump truck	11761	129,000	-	129,000	(129,000)	-	-	29,734	-
73		New 2022 Harlo forklift	11762	117,000	-	117,000	(117,000)	-	-	105,326	-
74		19th - 20th Ave & Little Morongo Roadway Project	11769	-	309,000	309,000	-	-	309,000	22,232	286,768
75		John Deere 3032E Compact Utility Tractor	NEW1	-	-	-	-	32,000	32,000	-	32,000
76		Muffin Monster 6-inch Inline Grinder	NEW2	-	-	-	-	15,100	15,100	-	15,100
77		New Wachs ERV-750 Valve machine	NEW3	-	-	-	-	42,000	42,000	-	42,000
78		2024 - New Meters 3/4" - 2"	NEW4	-	-	-	-	350,000	350,000	-	350,000
79		ERP System Replacements	NEW5	-	-	-	-	1,710,000	1,710,000	-	1,710,000
80											
81		<b>TOTALS</b>		<b>143,288,032</b>	<b>4,935,000</b>	<b>148,223,032</b>	<b>-4,308,592</b>	<b>4,714,100</b>	<b>148,628,540</b>	<b>46,807,766</b>	<b>77,159,465</b>
82											
83		General Improvements		16,554,039						General Improvements	19,067,694
85		Water Improvements		13,791,295						Water Improvements	16,163,836
86		Water Vehicle		580,000						Water Vehicle	-
87		Sewer Improvements		56,835,060						Sewer Improvements	41,595,935
88		Sewer Vehicle		-						Sewer Vehicle	32,000
89		Total:		<b>87,760,394</b>						Total:	<b>76,859,465</b>
90											
91		Projects Expected to Occur in 2022 / 2023		87,760,394						Projects Expected to Occur in 2023 / 2024	77,159,465
92		Grant / AD Funds related to Projects		(25,097,529)						Grant / AD Funds related to Projects	(69,850,000)
93		Loan proceeds		(33,898,560)						Loan proceeds	(18,200,000)
94		Expected net cash outflow (MSWD)		<b>28,764,305</b>						Expected net cash outflow (MSWD)	<b>(10,890,535)</b>
95		Actual Expensed:		<b>26,923,295</b>							



A	B	C
1	<b>MISSION SPRINGS WATER DISTRICT</b>	
2	<b>PROPOSED CLASSIFICATION PLAN 2023-2024</b>	
3	<b>PROPOSED</b>	
4		
5		Funded
6		FTEs
7		
8	<b>EXECUTIVE</b>	
9	General Manager & Chief Engineer	1
10	Executive Assistant	1
11		
12	<b>ADMINISTRATION</b>	
13	Assistant General Manager	1
14	Government and Public Affairs Manager	1
15	Human Resources Manager	1
16	Office Specialist I/II	1
17		<b>4</b>
18	<b>Innovation &amp; Technology:</b>	
19	Innovation & Technology Manager	1
20	GIS Specialist	1
21		<b>2</b>
22	<b>Engineering:</b>	
23	Engineering Manager	1
24	Associate Engineer	1
25	Engineering Technician I/II	2
26	Office Specialist I/II	1
27		<b>5</b>
28	<b>FINANCE</b>	
29	Director of Finance	1
30	Office Specialist I/II	1
31		<b>2</b>
32	<b>Accounting:</b>	
33	Accounting Manager	1
34	Accountant	1
35	Accounting Technician	1
36	Purchasing and Warehouse Specialist	1
37		<b>4</b>
38	<b>Service:</b>	
39	Customer Service Manager	1
40	Senior Customer Service Representative	1
41	Customer Service Representative I/II	2
42	Lead Field Service Representative	1
43	Field Service Representative II/Backflow Specialist	1
44	Field Service Representative I/II	2
45		<b>8</b>
46	<b>OPERATIONS</b>	
47	Director of Operations	1
48		
49	<b>Field Operations:</b>	
50	Administrative Assistant I/II	1
51		
52	<b>Construction &amp; Maintenance:</b>	
53	Field Operations Superintendent	1
54	Lead Facilities Maintenance Worker	1
55	Lead Field Operations Technician	2
56	Field Operations Technician I/II	7
57		<b>11</b>
58	<b>Water Production:</b>	
59	Water Production Supervisor	1
60	Water Prod. Operator I/II	3
61		<b>4</b>
62	<b>Wastewater Treatment:</b>	
63	Chief Plant Operator	1
64	Lead WWTP Operator	1
65	WWTP Operator I/II	5
66		<b>7</b>
67	<b>Wastewater Collections:</b>	
68	Lead Collections System Operator	1
69	Collections System Operator I/II	1
70		<b>2</b>
71		
72	<b>TOTAL BUDGETED FTEs</b>	<b>53</b>

MISSION SPRINGS WATER DISTRICT



Effective July 1, 2023
Adopted by the Board as of June \_\_, 2023
Resolution #2023-\_\_

Table with columns for Range, Step A, Step A1, Step B, Step B1, Step C, Step C1, Step D, Step D1, Step E, Step E1, Step F, Annual Contract, and Annual Month. Rows include various job titles such as General Manager, Assistant General Manager, Director of Finance, and Accounting Manager.

**RESOLUTION NO. 2023-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS  
WATER DISTRICT ADOPTING THE OPERATING AND CAPITAL BUDGETS  
FOR FISCAL YEAR 2023-2024 AND ESTABLISHING CONTROLS ON  
CHANGES IN APPROPRIATIONS FOR THE VARIOUS FUNDS**

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

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

**Section 1:** That the Board of Directors approves and adopts the operating budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, as presented in “Departmental Budgets.”

**Section 2:** That the Board of Directors approves and adopts the capital budget presented in the attached “Capital Budget and Continuing Appropriations” for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

**Section 3:** That the following controls are hereby placed on the use and transfer of budgeted funds:

- a. The General Manager is responsible for keeping expenditures within budget allocations for positions, salaries, operational expenses and capital acquisitions and may adopt budget policies as necessary to carry out that responsibility. No expenditure of funds shall be authorized unless sufficient funds have been appropriated by the Board or General Manager as described herein.
- b. The General Manager may exercise discretion in administration of the budget to respond to changed circumstances, provided that any single modification in excess of \$50,000 shall require approval by the Board.
- c. The Department Heads may exercise discretion in administration of the budget within a single department to respond to changed circumstances, provided that any single modification in excess of \$5,000 shall require approval by the General Manager.
- d. No transfers will be made between the operational and capital budgets.
- e. Except as provided by Section 3(b) herein, the Board must authorize any increase in the overall operating budget, capital budget, salary budget, and number of authorized permanent personnel positions above the level identified in the final operating and capital budget. The General Manager may authorize the hiring of temporary or part-time staff as necessary, within the limits imposed by the available funds in the operating and capital budget.

**Section 4:** That authorization is made for any carry over or continuing appropriations for the capital budget.

**Section 5:** That the Secretary is authorized and directed to forward a certified copy of this Resolution to the Riverside County Auditor.

**ADOPTED** this 19<sup>th</sup> day of June 2023, by the following vote:

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

---

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

ATTEST:

---

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

**CERTIFICATION OF ADOPTION**

STATE OF CALIFORNIA     )  
  )  
COUNTY OF RIVERSIDE    )

I, Arden Wallum, Secretary of the Board of Directors of Mission Springs Water District, certify that the foregoing is a full, true and correct copy of Resolution No. **2023-12** which was adopted by the Board of Directors of said District at its regular meeting held June 19, 2023.

It has not been amended or repealed.

Dated:

---

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

**RESOLUTION NO. 2023-13**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT ADOPTING ITS APPROPRIATIONS LIMIT FOR FISCAL YEAR 2023-2024**

**WHEREAS**, the Gann Initiative or Proposition 4, as amended by Proposition 111, and referred to herein as Article XIII B of the Constitution of the State of California, was passed by the people; and

**WHEREAS**, Article XIII B mandates an appropriations and expenditures limit for various units of government including Mission Springs Water District; and

**WHEREAS**, the Finance Department of Mission Springs Water District calculated that limit using current guidelines from the League of California Cities, the Consumer Price Index, and information received from the State of California regarding population increases; and

**WHEREAS**, the Board of Directors of Mission Springs Water District must formally adopt that appropriations limit; and

**WHEREAS**, the documentation used to determine the 2023-2024 appropriations limit for Mission Springs Water District was available for public review in the District's Accounting Department at least fifteen days prior to adopting this Resolution;

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of Mission Springs Water District, in accordance with Article XIII B of the Constitution of the State of California, that the appropriations limit for Mission Springs Water District for fiscal year 2023-2024 is \$120,480,542.12.

**ADOPTED** this 19<sup>th</sup> day of June 2023, by the following vote:

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

---

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

ATTEST:

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

**RESOLUTION NO. 2023-14**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT APPROVING AND ADOPTING ITS EMPLOYEE CLASSIFICATION AND COMPENSATION PLAN EFFECTIVE JULY 1, 2023**

**WHEREAS**, the Board of Directors, by Resolution, annually adopts a Classification and Compensation Plan for its employees; and

**WHEREAS**, after careful consideration, the Board of Directors determined the attached Classification and Compensation Plan, indicating the number of positions for each classification and assigning titles for those positions, is necessary for the efficient and effective operation of the District;

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** that the Board of Directors of Mission Springs Water District hereby approves and adopts the attached Classification and Compensation Plan for its employees effective July 1, 2023.

**ADOPTED** this 19<sup>th</sup> day of June 2023, by the following vote:

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

---

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

ATTEST:

---

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

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING(S)

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARDEN WALLUM – GENERAL MANAGER

**FOR:** ACTION   X                        DIRECTION                             INFORMATION       

---

**RESOLUTION 2023-15  
AMENDING CLASSIFICATION AND COMPENSATION PLANS FOR  
FY 2022-2023, FY 2021-22, FY 2020-21, AND FY 2019-20**

---

**STAFF RECOMMENDATION**

Adopt the Resolution 2023-15 which rescinds Resolutions 2022-13, 2021-12, 2020-15, and 2019-17 and amends FY 2022-23, FY 2021-22, FY 2020-21, and FY 2019-20 Classification and Compensation Plans for its employees.

**SUMMARY**

California Public Employees' Retirement System (CalPERS) has requested that MSWD amend the adopted Employee Classification and Compensation Plan for each year back to FY 2019-2020. At the direction of CalPERS, MSWD has added the General Manager position to the Employee Classification and Compensation Plan for FY 2022-23, FY 2021-22, FY 2020-21, and FY 2019-20.

**FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

There is no financial impact to the District by adopting Resolution 2023-15 which rescinds Resolutions 2022-13, 2021-12, 2020-15, and 2019-17; and approves and adopts Resolution 2023-15 amended FY 2022-23, FY 2021-22, FY 2020-21, and FY 2019-20 Classification and Compensation Plans for its employees.

**ATTACHMENTS**

- Amended Employee Classification and Compensation Plan for FY 2022-2023
- Amended Employee Classification and Compensation Plan for FY 2021-2022
- Amended Employee Classification and Compensation Plan for FY 2020-2021
- Amended Employee Classification and Compensation Plan for FY 2019-2020



**RESOLUTION NO. 2023-15**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT AMENDING EMPLOYEE CLASSIFICATION AND COMPENSATION PLANS**

**WHEREAS**, the Board of Directors, by Resolution, annually adopts a Classification and Compensation Plan for its employees; and

**WHEREAS**, on June 20, 2022, the Mission Springs Water District Board of Directors adopted Resolution 2022-13 adopting the FY 2022-23 Classification and Compensation Plan for its employees; and

**WHEREAS**, on June 21, 2021, the Mission Springs Water District Board of Directors adopted Resolution 2021-12 adopting the FY 2021-22 Classification and Compensation Plan for its employees; and

**WHEREAS**, on June 22, 2020, the Mission Springs Water District Board of Directors adopted Resolution 2020-15 adopting the FY 2020-21 Classification and Compensation Plan for its employees; and

**WHEREAS**, on June 22, 2019, the Mission Springs Water District Board of Directors adopted Resolution 2019-17 adopting the FY 2019-20 Classification and Compensation Plan for its employees; and

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** that the Board of Directors of Mission Springs Water District hereby rescinds Resolutions 2022-13, 2021-12, 2020-15, and 2019-17; and approves and adopts Resolution 2023-15 amending FY 2022-23, FY 2021-22, FY 2020-21, and FY 2019-20 Classification and Compensation Plans for its employees.

**ADOPTED** this \_\_\_\_ day of June 2023, by the following vote:

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

---

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

ATTEST:

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



MISSION SPRINGS WATER DISTRICT

Effective July 1, 2020 per Resolution 2020-15  
Rescinded and amended per Resolution 2023-15

Table with columns: Range, Step A, Step A1, Step B, Step B1, Step C, Step C1, Step D, Step D1, Step E, Step E1, Step F, Annual Salary, Monthly Salary, Hourly Rate. Rows include various job titles such as General Manager, Assistant General Manager, Director of Engineering & Operations, Field Operations Manager, Accounting Manager, Associate Engineer, Field Service Supervisor, Customer Service Manager, WWTPO Lead, Facilities Maintenance Lead, Engineering Technician, Senior Accounting Technician, Water Production Op., Field Operations Tech, Office Specialist, and Customer Service Rep.





# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JUNE 15 & 19, 2023

**FROM:** ARTURO CEJA – DIRECTOR OF FINANCE

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

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## CONTRACT AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. FOR LONG-RANGE FINANCIAL MASTER PLAN AND COST OF SERVICES STUDY

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### STAFF RECOMMENDATION

Authorize the General Manager to enter into a contract with Raftelis Financial Consultants, Inc. for the performance of a Long-Range Financial Master Plan and an integrated Water and Sewer Cost of Service Study contingent upon the professional services contract language being consistent with MSWD's standard professional services contract.

### SUMMARY

Water is our most precious resource that requires extensive management, including accurate cashflow forecasting and cost updates. Professional guidelines advise that a long-range finance review and cost of services study be conducted at least every five years. The cost of climate change and the recent COVID-19 pandemic have escalated the need for this information for most public agencies in California. The last long-range financial review and cost of services study performed by the District was in 2015.

After reviewing and evaluating four proposals, staff recommends Raftelis Financial Consultants, Inc. to perform the Long-Range Financial Master Plan and integrated Water and Sewer Cost of Services Study.

### ANALYSIS

In August 2022, staff advertised a request for bids for a Long-Range Financial Master Plan and Cost of Service Study through Planet Bids. The District received four bids and Raftelis Financial Consultants, Inc. was rated as the best company to provide these services.

### FISCAL IMPACT AND STRATEGIC PLAN IMPEMENTATION

The cost for the Long-Range Financial Master Plan and Cost of Services Study will be covered by the approved operating budget for FY 2023-2024. The proposed cost amounted to \$93,314 with a contingency of \$2,686 for a total of \$96,000.

### ATTACHMENTS

Long Range Financial Plan RFP Evaluation Form  
Raftelis Financial Consultants, Inc. BID  
NBS Government Finance Group BID  
StragFin BID  
Urban Futures, Inc. BID

**Mission Springs Water District  
Long Range Financial Plan  
RFP - Evaluation Criteria and Scoring**

**Rated by :** Engineering Manager, Public Affairs Manager, Engineering Services Principal and Water Resources Analyst.

**Date:** 15-Nov-22

*\*Score each category from 1 to 10, with 1 being the lowest/worst.*

	<b>Raftelis</b>	<b>NBS</b>	<b>Stragfin</b>	<b>Urban Futures</b>
<b>Scored Criteria</b>	<b>Respondents Total Score</b>	<b>Respondents Total Score</b>	<b>Respondents Total Score</b>	<b>Respondents Total Score</b>
<b>Project Understanding &amp; Scope of Work</b> The firm’s proposal adequately demonstrates the firm has a unique understanding of the Project and the Scope of Services, including familiarity with Water and Sewer District Operations; including municipal and utility finances in long range financial planning and fee analysis.	35.2	36	12	31.2
<b>Firm Qualifications &amp; Experience</b> Past experience with municipal and utility finance long range financial planning and fee analysis; including the development of a liquidity model to forecast cash flows. If sub-consultants are proposed, firms shall include details on previous projects they’ve teamed on with said sub-consultants.	27	25.8	7.2	22.8
<b>Staff Qualifications</b> Qualifications of the personnel assigned to manage and provide services related to the Project; including familiarity with municipal and water and sewer utility long range financial planning and fee analysis.	18	16.8	4	16
<b>Proposal Quality and Cost</b> The overall proposal's adherence to the format described in the guidelines; including the simplicity of the information presented. The total cost for the project will also be considered along with the requested cost sheet.	7.4	8	2.6	7

**Overall Total Score:**      **87.6**                      **86.6**                      **25.8**                      **77**

**Overall Submitted Cost:**    \$ **93,314.00**    \$ 155,890.00    \$ 117,525.00    Varies



# Cover Page

**Name of Business/Company:** Raftelis Financial Consultants, Inc.

**Business/Company Address:** 445 S. Figueroa Street, Suite 1925, Los Angeles, CA 90071

**Telephone Number(s):** 951.395.1674

**Facsimile Number:** 828.484.2442

**E-mail Address:** jwright@raftelis.com

**Website Address:** [www.raftelis.com](http://www.raftelis.com)

**Federal Tax ID Number:** 20-1054069

**Type of Business (Sole Proprietorship; Partnership; Corporation; or Other (Explain):**  
S-Corporation

**Number of Years in Business:** 29 years

**Name, title, telephone number and if different, address of person(s) authorized to represent business entity:**

John Wright, CPA, Senior Manager  
24640 Jefferson Avenue, Suite 207, Murrieta, CA 92562  
P: 951.395.1674

**Name, title, telephone number and if different, address of person(s) authorized to sign contracts for the business entity:**

Same as previous.

A handwritten signature in blue ink that reads 'John J. Wright'.

**John Wright, CPA**  
*Senior Manager*





**Diversity and inclusion are an integral part of Raftelis' core values.**

We are committed to doing our part to fight prejudice, racism, and discrimination by becoming more informed, disengaging with business partners that do not share this commitment, and encouraging our employees to use their skills to work toward a more just society that has no barriers to opportunity.



**Raftelis is registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) as a Municipal Advisor.**

Registration as a Municipal Advisor is a requirement under the Dodd-Frank Wall Street Reform and Consumer Protection Act. All firms that provide financial forecasts that include assumptions about the size, timing, and terms for possible future debt issues, as well as debt issuance support services for specific proposed bond issues, including bond feasibility studies and coverage forecasts, must be registered with the SEC and MSRB to legally provide financial opinions and advice. Raftelis' registration as a Municipal Advisor means our clients can be confident that Raftelis is fully qualified and capable of providing financial advice related to all aspects of financial planning in compliance with the applicable regulations of the SEC and the MSRB.

# Table of Contents

## 01

Statement of Experience

## 06

References

## 18

Proposed Staffing  
and Project Organization

## 19

Project Understanding

## 21

Scope of Work

## 30

Appendix A: Resumes

## 38

Appendix B: Exceptions

## STATEMENT OF EXPERIENCE

September 22, 2022

Mr. Arturo Ceja, MBA, Director of Finance  
Mission Springs Water District  
66575 Second Street, Desert Hot Springs, CA 92240

### **Subject: Proposal for Long-Range Financial Plan**

Raftelis is pleased to submit this proposal to assist the Mission Springs Water District (District) with the development of long-range financial plans for you water and sewer utilities. We appreciate the opportunity to submit this proposal which details our proposed approach to meet the District's objectives along with our qualifications and experience. The benefits of selecting our firm include:

- **Financial Planning Approach:** Beyond the fundamental goal of ensuring the long-term utility financial sustainability, the financial planning services offered by Raftelis are specifically geared toward the objective of assessing, and then mitigating, long-term risks through the development of an optimal financing strategy. The optimal financing strategy will not only ensure long-term utility financial sufficiency but also best achieve the District's strategic, financial, and rate affordability goals.
- **Extensive Financial Planning Experience:** With offices in Los Angeles, Riverside County, and Santa Barbara, Raftelis has successfully developed financial plans for literally hundreds of California water and wastewater utilities.
- **Experienced Project Team:** Sudhir Pardiwala will serve as our Project Director. Sudhir is an Executive Vice President with Raftelis and is a registered Professional Engineer in the State of California (Certificate No. 44571). He has 45 years of experience providing financial consulting services to California water and wastewater utilities. I will serve as your Project Manager. I am a Senior Manager with Raftelis and have 26 years of industry experience. I am a Certified Public Accountant (Colorado #11959). Both Sudhir and I are registered with the Securities and Exchange Commission and Municipal Securities Rulemaking Board as Municipal Advisor Representatives.

I am authorized to represent Raftelis in contract negotiations. If you have any questions regarding our proposal, please contact me at 951.395.1674 or [jwright@raftelis.com](mailto:jwright@raftelis.com).

Sincerely,



**John Wright**, Senior Manager

# WHO IS Raftelis

## HELPING LOCAL GOVERNMENTS AND UTILITIES THRIVE

Local government and utility leaders partner with Raftelis to transform their organizations by enhancing performance, planning for the future, identifying top talent, improving their financial condition, and telling their story. We've helped more than 600 organizations in the last year alone. We provide trusted advice, and our experts include former municipal and utility leaders with decades of hands-on experience running successful organizations. People who lead local governments and utilities are innovators—constantly seeking ways to provide better service to the communities that rely on them. Raftelis provides management consulting expertise and insights that help bring about the change that our clients seek.

**+ VISIT [RAFTELIS.COM](https://www.raftelis.com) TO LEARN MORE**



**We believe that Raftelis is the *right fit* for this project. We provide several key factors that will benefit the District and help to make this project a success.**

**RESOURCES & EXPERTISE:** This project will require the resources necessary to effectively staff the project and the skillsets to complete all of the required components. With more than 140 consultants, Raftelis has the largest water-industry financial and management consulting practice in the nation. Our depth of resources will allow us to provide the District with the technical expertise necessary to meet your objectives. In addition to having many of the industry's leading rate consultants, we also have experts in key related areas, like stakeholder engagement and data analytics, to provide additional insights as needed.

**DEFENSIBLE RECOMMENDATIONS:** When your elected officials and customers are considering the validity and merit of recommended changes, they want to be confident that they were developed by experts using the latest industry standard methodology. Our senior staff is involved in shaping industry standards by chairing various committees within the American Water Works Association (AWWA) and the Water Environment Federation (WEF). Raftelis' staff members have also co-authored many industry-standard books regarding utility finance and rate setting. Being so actively involved in the industry will allow us to keep the District informed of emerging trends and issues and to be confident that our recommendations are insightful and founded on sound industry principles. In addition, with Raftelis' registration as a Municipal Advisor, you can be confident that we are fully qualified and capable of providing financial advice related to all aspects of utility financial planning in compliance with federal regulations.

**HISTORY OF SIMILAR SUCCESSES:** An extensive track record of past similar work will help to avoid potential pitfalls on this project and provide the know-how to bring it across the finish line. Raftelis staff has assisted 1,000+ utilities throughout the U.S. with financial and rate consulting services with wide-ranging needs and objectives. Our extensive experience will allow us to provide innovative and insightful recommendations to the District and will provide validation for our proposed methodology ensuring that industry best practices are incorporated.

**USER-FRIENDLY MODELING:** A modeling tool that your staff can use for scenario analysis and financial planning now and into the future will be key for the District going forward. Raftelis has developed some of the most sophisticated yet user-friendly financial/rate models available in the industry. Our models are tools that allow us to examine different policy options and cost allocations and their financial/customer impacts in real time. Our models are non-proprietary and are developed with the expectation that they will be used by the client as a financial planning tool long after the project is complete.

## SIMILAR WORK

Recent examples of work completed by Raftelis that are similar in scope to those requested by the District are listed below.

San Bernardino Municipal Water District (CA)	City of Redlands (CA)
City of Beverly Hills (CA)	City of San Diego (CA)
Carpinteria Sanitary District (CA)	City of Pico Rivera (CA)
Valley County Water District (CA)	Eastern Municipal Water District (CA)
Olivenhain Municipal Water District (CA)	City of Poway (CA)

## STRENGTH AND STABILITY OF BUSINESS/COMPANY

Raftelis has experienced rapid but well-managed and strategically controlled growth since our firm's inception in 1993. Over the past 29 years, we have grown from a single office in Charlotte, NC, to fifteen offices in locations across the United States that employ over 140 consultants. We are financially strong and very stable.

### History

Raftelis has been in existence since 1993. We currently operate as a subchapter S-Corporation that was incorporated in the State of North Carolina on April 23, 2004. The predecessor to Raftelis, Raftelis Environmental Consulting Group, Inc., was established on May 10, 1993, by George A. Raftelis to provide financial and management consulting services to public sector clients. In 1999, the firm's name was changed to Raftelis Financial Consulting, PA. Following the sale of a portion of the firm to a group of employees on April 22, 2004, the firm's name changed to Raftelis Financial Consultants, Inc., which remains the firm's legal name. We currently do business as Raftelis.

### Leadership

Our current President and Chief Executive Officer is Peiffer Brandt who, in 2017, transitioned into this role from the position of Chief Operating Officer. Our previous President and CEO, William Stannard, is currently the Chairman of our Board of Directors.

### Acquisitions

Raftelis has made recent acquisitions of three firms to enhance the services we provide to our clients. In 2019, Raftelis acquired Public Resources Management Group (PRMG) to add additional resources to our financial and rate consulting practice, particularly in the Southeast. We acquired The Novak Consulting Group in 2020 to enhance our management consulting services for local government agencies. Westin Technology Solutions was acquired in 2021 to enhance our technology services for utilities.

### **Office Locations**

Raftelis currently maintains offices in the following locations.

Charlotte, NC (Headquarters)	Cincinnati, OH	Los Angeles, CA
Albany Metro, NY	Denver Metro, CO	Memphis, TN
Austin Metro, TX	Durham, NC	Murrieta, CA
Bellingham, WA	Greensboro, NC	Orlando, FL
Boston Metro, MA	Kansas City, MO	Santa Barbara, CA

## **STAFFING CAPABILITY**

Our proposed project staff is led by two highly experienced industry professionals. Our Project Director is Sudhir Pardiwala, PE, and our Project Manager is John Wright, CPA. They will be assisted by staff consultants located in our Los Angeles office. The table below shows the estimated percentage of time that each team member is projected to devote to the District's project.

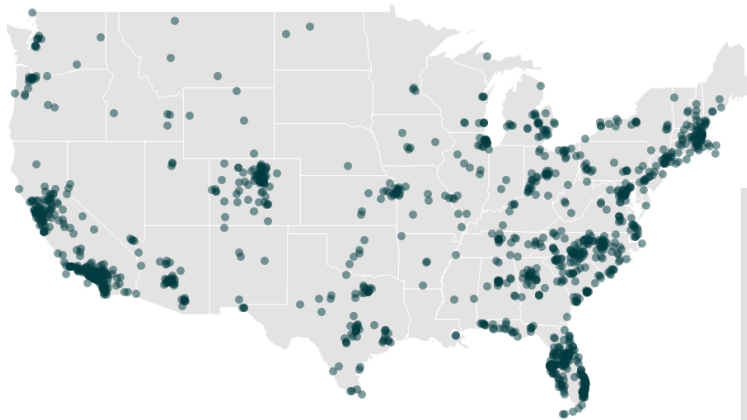
<b>Staff Member</b>	<b>Role</b>	<b>Available Capacity Over Course of Project</b>
Sudhir Pardiwala, PE	Project Director	30% - 35%
John Wright, CPA	Project Manager	20 - 25%
Jonathan Jordan, PGp Lindsay Roth Sarah Wingfield Nick Kennedy Cleo Koenig	Analysts	40% - 50%

## **WORKLOAD**

With the depth of 140 consulting professionals, and specifically the current and anticipated workload of the individuals assigned to this project, we have the availability to provide the requested services in a timely and efficient manner to meet the scheduling requirements and objectives of the District. As a rule, Raftelis operates at a company-wide project utilization of approximately 65% to 75%. This level of utilization, which we expect to continue through the proposed timeline of this project, will provide the project team with ample time to allocate to the District's engagement.

**Raftelis has a demonstrated track record to perform the required services.**

## REFERENCES



**RAFTELIS HAS PROVIDED FINANCIAL/ORGANIZATIONAL/ TECHNOLOGY ASSISTANCE TO UTILITIES SERVING MORE THAN 25% OF THE U.S. POPULATION.**

# References

## **RAFTELIS HAS THE MOST EXPERIENCED UTILITY FINANCIAL AND MANAGEMENT CONSULTING PRACTICE IN THE NATION.**

Our staff has assisted more than 1,200 local government agencies and utilities across the U.S., including some of the largest and most complex agencies in the nation. In the past year alone, Raftelis worked on more than 1,200 financial, organizational, and/or technology consulting projects for over 600 agencies in 46 states, the District of Columbia, and Canada. Below, we have provided descriptions of projects that we have worked on that are similar in scope to the District's project. We have included references for each of these clients and urge you to contact them to better understand our capabilities and the quality of service that we provide.

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### **City of San Bernardino Municipal Water Department CA**

**Contact Person:** Cindy Mouser, Director of Finance

1350 SE Street, San Bernardino, CA 92408

P: 909.453.6010 / E: cindy.mouser@sbmwd.org

**Project Size/Contract Cost:** \$99,000 (cost of service and rate study) / **Responsibility:** Prime Consultant

**Start/End Date:** 2021 - 2022

**Involvement of Key Personnel:** Sudhir Pardiwala (Project Director)

Raftelis is currently completing a comprehensive water and wastewater rate study for the City of San Bernardino Municipal Water Department (Department). The study includes the development of 10-year financial plans, cost-of-service studies using industry standard principles, and the development

of entirely revised water and wastewater rate structures for consideration by the Department's Board of Water Commissioners. In addition, Raftelis is also developing drought surcharges for the Department. The ultimate outcome of the study will be the development of Proposition 218 compliant water and wastewater rates for the period FY 2022 - FY 2026. The Department provides wholesale wastewater service to the City of Loma Linda and the East Valley Water District. In 2022, the East Valley Water District will place in service its own new Water Reclamation Facility and no will longer be a wholesale wastewater customer of the Department. As part of the rate study, Raftelis has assisted the Department plan for this large loss of revenue.

## City of Beverly Hills CA

**Contact Person:** Daniel Cartagena, Senior Management Analyst

345 Foothill Road, Beverly Hills, CA 90210

P: 310.285.1189 / E: dcartagena@beverlyhills.org

**Project Size/Contract Cost:** \$50,000 (2020 capacity fee study) / **Responsibility:** Prime Consultant

**Start/End Date:** 2007 - 2021 (multiple contracts)

**Involvement of Key Personnel:** Sudhir Pardiwala (Project Manager)

The City of Beverly Hills (City) wished to conduct a comprehensive water and wastewater rate study that included a review of revenue requirements, user classifications, costs of service, and the design of a system of user charges for the City's water service that would promote water conservation. The City engaged Raftelis to develop a rate and financial planning model that would be used to review customer classes, evaluate alternative rate structures, and to provide more detailed forecasts to assist in the preparation of updating rates in future years. Raftelis also assisted with the Proposition 218 notices and the public hearing. The City's existing water rate structure consisted of a three-tiered increasing block water rate structure with no differentiation among customer types. Raftelis modeled numerous alternative rate structures and reviewed customer and revenue impacts before recommending that the City modify its current three-tiered rate structure to include a fourth tier that targets large irrigation usage. In addition, Raftelis recommended that separate tiers be established for multi-family customers to reflect their usage characteristics. For commercial, industrial, and municipal customers, Raftelis recommended that the City implement a uniform commodity rate because of their non-homogenous usage characteristics. Raftelis continues to provide updates to the City so that the enterprise funds can continue to be financially stable.



## **Carpinteria Sanitary District CA**

**Contact Person:** Craig Murray, General Manager

5300 Sixth Street, Carpinteria, CA 93013

P: 805.684.7214 ext 12 / E: craigm@carpsan.com

**Project Size/Contract Cost:** \$44,940 / **Responsibility:** Prime Consultant

**Start/End Date:** 2010 - present (multiple contracts)

**Involvement of Key Personnel:** Sudhir Pardiwala (Project Manager)

Raftelis recently assisted Carpinteria Sanitary District (District) in conducting a comprehensive wastewater rate and development impact fees study in order to ensure financial sufficiency for the District. The District's wastewater rate structure included a fixed annual charge for residential customers. Non-residential customers were assessed a base charge plus flow and strength charges based on their classifications. The rates had not been updated since 2004. One of the main goals of the study was to restructure the wastewater rates to be simpler and more equitable. Raftelis reviewed the District's customer classification, revenue requirements, and cost allocation methodology, and recommended appropriate alternative wastewater rate structures that would meet the District's goals and objectives. Return factors for non-residential customers were revised to reflect wastewater discharges more closely. Equity issues among different customer classes were analyzed to ensure compliance with Proposition 218. Raftelis also updated the District's development impact fees and miscellaneous fees to reflect current costs. The District uses the tax roll to bill customers.

## **Valley County Water District CA**

**Contact Person:** Jose Martinez, General Manager

14521 East Ramona Boulevard, Baldwin Park, CA 91706

P: 626.338.7301 ext 201 / E: martinez@vcwd.org

**Project Size/Contract Cost:** \$58,000 (2016 rate study) / **Responsibility:** Prime Consultant

**Start/End Date:** 2016 - present (multiple contracts)

**Involvement of Key Personnel:** Sudhir Pardiwala (Project Manager)

Raftelis was engaged to conduct a water rate study for Valley County Water District (District). This study involved updating the District's rate structures and calculating new rates based on cost-of-service principles. It also involved planning for significant revenue adjustments, due to rapidly increasing water supply costs and drought-related conservation. The District's groundwater assessment charges were projected to be rapidly increasing far beyond a level satisfied by their previously adopted rate increases. The current water rate structure had the same tiered rates for residential and commercial customers. Raftelis proposed uniform rates for multi-family customers and retained the tiers for the remaining customers. The cost of various water supply sources was considered in developing tiered rates. Raftelis incorporated the District's data and supply cost

projections to calculate rates for various customer classes. The rates were accepted by the District's Board in late 2017.

## **Beaumont Cherry Valley Water District CA**

**Contact Person:** Dan Jagers, General Manager

5300 Sixth Street, Carpinteria, CA 93013

P: 951.845.9581 / E: dan.jagers@bcvwd.com

**Project Size/Contract Cost:** \$100,077 / **Responsibility:** Prime Consultant

**Start/End Date:** May 2019 - November 2019

**Involvement of Key Personnel:** Sudhir Pardiwala (Project Manager)

The Beaumont-Cherry Valley Water District commissioned Raftelis in 2019 to develop a financial plan and cost-of-service study. The main objectives of the study were to ensure financial sufficiency, meet operation and maintenance costs, and to ensure funding for both capital and reserves. Raftelis provided recommendations to the rate structure to ensure compliance with the cost of service principles of Proposition 218. Residential water rates switched from a two-tiered rate structure to a three-tiered rate structure. Additionally, Raftelis assisted the District in calculating drought rates and miscellaneous fees.

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Alameda County Water District		•		•		•	•	•	•		
Anaheim, City of				•		•	•	•			
Arroyo Grande, City of				•		•	•	•			
Atwater, City of				•	•	•		•			
Bakersfield, City of		•		•		•		•			
Benicia, City of									•		
Beverly Hills, City of		•		•		•	•	•	•	•	
Borrego Water District			•	•		•					
Brea, City of				•		•		•			
Brentwood (CA), City of				•		•	•	•			
CAL FIRE/San Luis Obispo								•			
Calleguas Municipal Water District		•		•		•	•	•			
Camarillo, City of		•		•		•		•	•		
Carlsbad Municipal Water District		•		•		•	•	•			
Casitas Municipal Water District				•		•		•			
Castaic Lake Water Agency			•	•		•	•	•	•		
Central Basin Municipal Water District		•		•			•	•			
Central Contra Costa Sanitary District				•		•		•			
Channel Islands Beach Community Services District				•		•		•			

**CALIFORNIA EXPERIENCE**

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Chino Hills, City of				●		●		●			
Chino, City of				●		●		●			
Chowchilla, City of				●		●	●	●			
Corona, City of						●			●		
County of San Diego				●				●			
Crescenta Valley Water District				●		●		●			
Cucamonga Valley Water District				●		●					
Del Mar Union School District		●									
Delta Diablo Sanitation District										●	
East Bay Municipal Utility District				●				●	●		
East Orange County Water District				●		●		●	●		
East Valley Water District				●		●	●	●			
Eastern Municipal Water District				●							
El Toro Water District				●		●		●			
Elk Grove Water District	●			●		●	●	●	●		
Elsinore Valley Municipal Water District				●		●			●		
Escondido, City of		●		●		●	●	●	●		
Galt, City of		●		●		●		●	●		
Glendora, City of						●					

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Goleta Water District				•		•	•	•			
Goleta West Sanitary District			•	•		•	•	•	•		
Helix Water District				•		•		•			
Henderson, City of				•		•		•	•		
Hollister, City of				•		•		•	•		
Holtville, City of				•				•			
Huntington Beach, City of				•		•	•	•			
Imperial County				•		•		•			
Inland Empire Utilities Agency				•							
Irvine Unified School District		•									
Jurupa Community Services District				•		•	•	•			
Kern County Water Agency					•						
La Canada Irrigation District				•		•		•			
La Habra Heights County Water District				•		•	•	•	•		
Laguna Beach, City of				•							
Lake Valley Fire Protection District				•			•	•			
Las Virgenes Municipal Water District				•		•		•			
Leucadia Wastewater District				•		•					

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Livermore, City of				●		●		●	●		
Long Beach City of	●	●		●		●		●			
Los Alamos Community Services District		●		●		●		●	●		
Los Angeles Department of Water and Power						●		●			
Los Angeles, City of Bureau of Sanitation					●						
Madera, City of		●		●							
Mammoth Community Water District				●		●		●			
Marin Municipal Water District					●						
Merced, City of				●		●		●	●		
Mesa Water District				●				●			
Metropolitan Water District of Southern California			●								
Modesto Irrigation District						●		●			
Mojave Water Agency				●		●	●				
Monterey County Water Resources Agency				●		●		●			
Monterey, City of		●		●		●	●				
Moulton Niguel Water District									●		
Municipal Water District of Orange County					●			●			
Napa Sanitation District				●		●		●			

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Ojai Valley Sanitary District				●		●		●			
Olivenhain Municipal Water District				●		●	●				
Ontario Municipal Utilities Company								●			
Ontario, City of				●		●	●	●			
Orange, City of				●		●		●			
Palo Alto, City of				●		●	●	●			
Phelan Pinon Hills Community Services District	●			●		●		●	●		
Placer County Water Agency					●			●			
Pleasant Hill Recreation & Park District				●				●			
Pomona, City of				●		●		●	●		
Rainbow Municipal Water District				●		●	●	●			
Ramona Municipal Water District				●		●		●			
Rancho California Water District						●	●	●	●		
Redlands, City of				●		●	●	●	●		
Rincon del Diablo Municipal Water District				●		●		●			
Riverside Public Utilities				●		●	●	●	●		
Roseville, City of		●		●					●		
Sacramento Regional County Sanitation District						●					

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Sacramento, City of				●		●		●			
Salton Community Services District				●				●			
San Bernardino Valley Municipal Water District						●					
San Bernardino, County of				●		●		●	●		
San Clemente, City of				●		●	●	●			
San Diego, City of Public Utilities Department		●	●	●		●	●	●	●		
San Dieguito Water District				●		●		●			
San Elijo Joint Powers Authority				●	●	●	●	●	●		
San Gabriel County Water District				●		●		●			
San Gabriel, City of				●		●		●			
San Jose, City of								●			
San Juan Capistrano, City of				●		●	●	●	●		
Santa Ana, City of								●			
Santa Barbara, City of				●		●	●	●	●		
Santa Clara Valley Water District			●	●	●						
Santa Clarita Water District		●		●		●	●	●	●		
Santa Cruz, City of				●		●	●	●			
Santa Fe Irrigation District				●		●	●	●	●		
Santa Fe Springs, City of				●		●		●			



### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Santa Margarita Water District				●		●	●	●			
Santa Rosa, City Attorney's Office									●		
Scotts Valley Water District		●		●		●	●	●	●		
Shafter, City of				●		●		●			
Shasta Lake, City of				●		●	●	●			
Sierra Madre, City of	●			●		●		●			
Signal Hill, City of				●		●		●			
Simi Valley, City of				●		●	●	●	●		
Sonoma, City of				●		●		●			
South Mesa Water Company				●		●	●	●			
South Pasadena, City of				●		●		●			
South San Francisco, City of				●				●			
Sunnyslope County Water District				●		●	●	●	●		
Sweetwater Authority				●		●		●			
Temescal Valley Water District				●		●		●	●		
Thousand Oaks, City of				●		●	●	●	●		
Torrance, City of				●		●		●			
Trabuco Canyon Water District				●		●		●			
Triunfo Sanitation District				●		●		●			

### CALIFORNIA EXPERIENCE

This matrix shows a brief sample of some of the utilities throughout California that Raftelis staff has assisted with financial consulting services.

Client	Affordability Analysis & Program Development	Debt Issuance Support	Dispute Resolution	Financial & Capital Improvements Planning	Rate Case Support	Rate Design	Risk Analysis	Cost of Service	Development / Impact Fees	Organizational Optimization	Water/Wastewater Utility Valuation
Tustin, City of				●		●		●			
Union Sanitary District				●		●	●	●	●		
Ventura Regional Sanitation District				●		●		●			
Ventura, City of	●	●	●	●	●	●	●	●	●		
Vista, City of				●		●			●		
Walnut Valley Water District				●		●		●			
Watsonville, City of	●			●		●	●	●			
West Basin Municipal Water District				●		●	●	●			
Western Municipal Water District				●		●		●	●		
Yorba Linda Water District				●		●		●			
Zone 7 Water Agency				●		●		●			

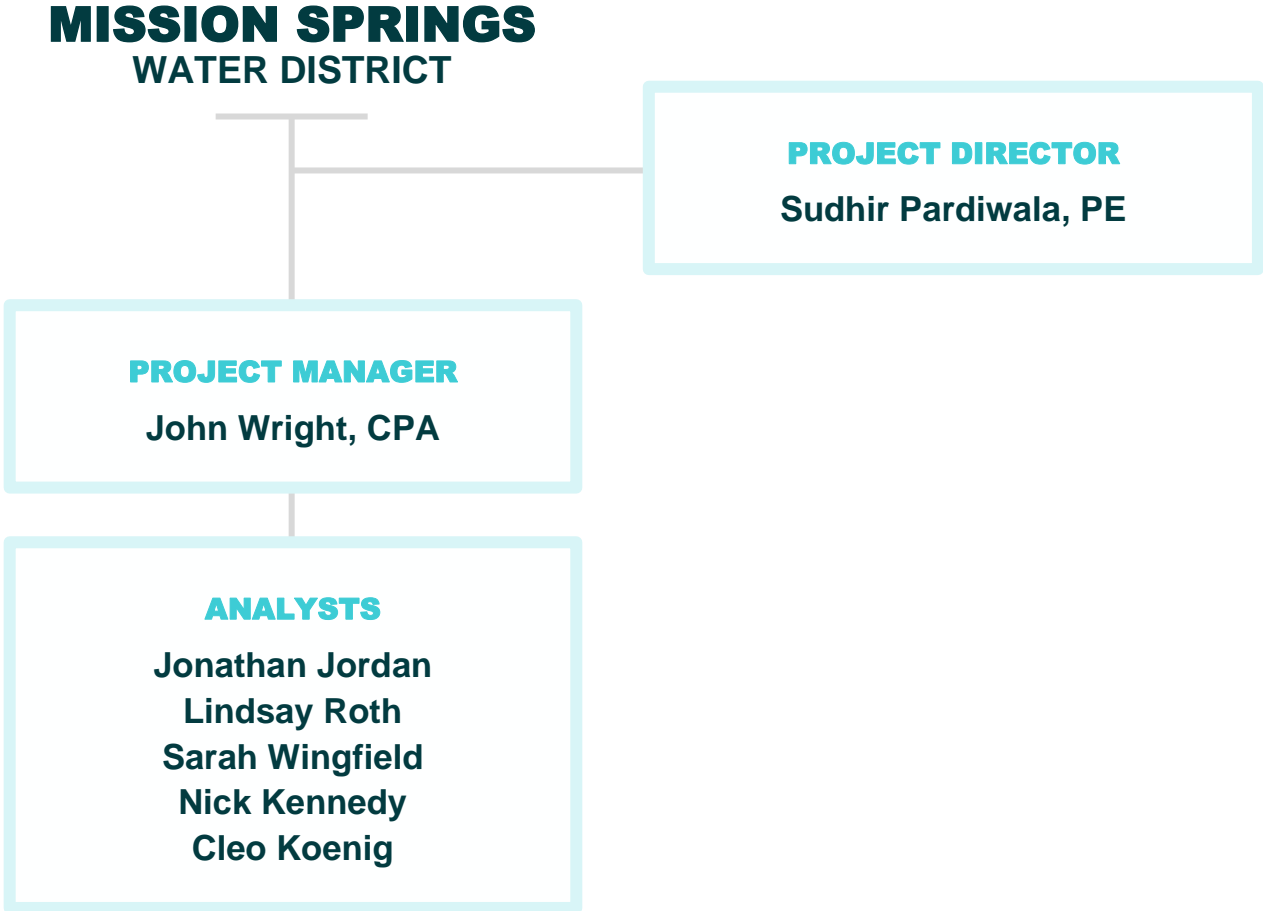
**PROPOSED STAFFING AND PROJECT ORGANIZATION**

# Proposed Staffing and Project Organization

**WE HAVE DEVELOPED A TEAM OF CONSULTANTS WHO SPECIALIZE IN THE SPECIFIC ELEMENTS THAT WILL BE CRITICAL TO THE SUCCESS OF THE DISTRICT'S PROJECT.**

Our team includes senior-level professionals to provide experienced project leadership with support from talented consultant staff. This close-knit group has frequently collaborated on similar successful projects, providing the District with confidence in our capabilities.

Here, we have included an organizational chart showing the structure of our project team. We have included resumes for each of our team members as well as a description of their role on the project in Appendix A: Resumes.



## PROEJCT UNDERSTANDING

# Project Understanding

The District's Request for Proposals (RFP) provides a high level overview of the District's operations as well as its budgeted revenues and expenses. The RFP also provides a detailed summary of your required scope of services. There is no need to repeat that information here. Our summary of the project requirements is as follows:

**Risk and Trend Assessment as a Foundation for Financial Plan Development:** As part of the financial planning process, the District requires an assessment of key long-term financial and operational risk factors. For example, potential long-term groundwater supply constraints and prolonged or recurring drought conditions. Similarly, key long-term trends such as potentially changing service territory land use patterns and continuing declines in customer per capita customer water consumption must also be mitigated in the financial plans.

**Water and Sewer Utility 10-Year Financial Plan and 30-Year Liquidity Models:** Raftelis sees the requirement for the development of 30-year liquidity models to be a natural extension of the development of 10-year financial plans for your water and sewer utilities. In effect, we see these two models as being a single comprehensive *30-Year Financial Plan* for each utility. Regardless of the length of the planning horizon, the financial plan will feature a projection of cash flows under a variety of demand forecasting and capital improvement financing scenarios.

- The financial plans will be fully informed by financial, engineering, and planning documents such as your Urban Water Management Plan, most recent engineering master plans, your asset management tool, relevant bond and/or loan covenants, and District financial policies.
- As part of the financial planning process, Raftelis will review the District's existing financial policies for items such target cash reserve balances, target debt service coverage ratios, and policies regarding the use of external debt financing for capital improvements. We will recommend modifications to these policies as required.

**Optimal Capital Financing Scenario:** In the vast majority of cases, the financial plans we prepare for clients are developed as part of a rate study process that also include a cost-of-service analysis and the development of proposed Proposition 218 rates. Regardless of whether a financial plan is developed as part of a rate study process, or through a stand-alone financial planning engagement such as that requested by the District, the Raftelis approach to financial planning is to assist our clients in the identification of an optimal capital financial strategy that best mitigates probable long-term risks while achieving our client's long-term strategic, financial, and rate affordability objectives. This is accomplished through comprehensive scenario analysis that determines the most effective combination of funding sources such as additional rate revenues, external debt financing, connection fees, property taxes, and grants.

**Comprehensive Yet User Friendly Microsoft Excel Financial Planning Model:** The District requires the development of financial planning model that will allow for a virtually unlimited number of demand, revenue, cost, and debt financing scenarios to be modeled by staff on an ongoing basis. The model must produce estimates of financial metrics such as cash reserves and debt service coverage. The model must also be capable of providing a comprehensive array of graphs and charts that are both informative and easily understandable by the District's Board of Directors (Board), customers, and a variety of other internal and external stakeholders.

**Long-Range Finance Plan:** The District requires the preparation of a long-term finance plan that not only describes the results of the financial planning process but fully explains all of the underlying assumptions used to the develop the water and sewer financial plans. The long-term finance plan will serve as a management information tool that can be used to track actual versus projected results an on-going basis.

## SCOPE OF WORK

# Scope of Work

We have developed the following proposed scope of work based on the District's RFP and our experience developing financial plans for water and sewer utilities in California and across the United States.

## **Task 1: Project Initiation and Management**

### **Task 1.1: Data Collection**

After receiving a notice to proceed, Raftelis will prepare a detailed data request that will be submitted to the District as soon as possible prior to the kick-off meeting.

### **Task 1.2: Kick-Off Meeting: Focus on the Identification of Risk Factors and Emerging Trends**

Raftelis will facilitate a kick-off meeting with District staff. The goals for this meeting include:

- Confirming the project objectives, approach, and schedule
- Discussing potential critical risks and key emerging trends that may impact the District's water and sewer utilities in the long-term future. Examples may include, but not necessarily be limited to:
  - Reductions in groundwater supplies
  - Prolonged or recurring drought conditions
  - Changes in service territory land use patterns
  - Reductions in customer per capita water consumption
  - Enhanced regulatory requirements

### **Task 1.3: Schedule Management and Client Communications**

Raftelis believes in a no-surprises approach to project management. This requires constant on-going communication with our clients throughout the duration of a project. We suggest weekly virtual meetings with District staff in order to report our progress and immediately identify data needs or project challenges as they arise.

### **Task 1.4: Quality Assurance and Control**

Our quality assurance/quality control process ensures that all work performed by Raftelis is consistent, accurate, and of the highest quality. Our Project Director, Sudhir Pardiwala, and our Project Manager, John Wright, will ensure that the financial modeling work performed by our staff consultants is of the highest level of quality.

**PLANNED MEETINGS:**

- On-site kick-off meeting

**DELIVERABLES:**

- Kick-off meeting agenda, presentation, and minutes; data request list

## **Task 2: Water and Sewer 10-Year and 30-Year Financial Plans**

### **Task 2.1: Customer Water Consumption Analysis and Demand Forecast**

A key component of the financial planning and revenue requirement projection process is the development of a comprehensive demand forecast based on realistic assumptions regarding current and future customer water demand and associated sewer discharges. Key inputs into the demand projection process will include an analysis of:

- The risk factors and emerging trends identified in Task 1
- Historical water billed water consumption for the period FY 2017 – FY 2022
- Historical wastewater treatment plant influent volumes for the period FY 2017 – FY 2022
- Historical water and sewer customer account growth for the period FY 2017 – FY 2022
- Relevant District, city, county, or State of California planning documents that may address potential population growth and potential changing land use patterns in the District's service territory

Raftelis anticipates developing the 10-year and 30-year water demand forecast using two different, but potentially equally valid methodologies. The first is a “standard” forecast based on the following formula:



### **OPTIMIZING CAPITAL SPENDING**

Revenue requirements are only as good as the operating and capital spending needs and assumptions that go into them. If there is uncertainty in operating or capital spending needs, then revenue requirements, cost of service, and the associated rates being requested may be too high or too low. If your utility is concerned with capital spending needs and would like a third-party review of your needs and/or assumptions, Raftelis' subject matter experts in capital project development and delivery are here to help. Likewise, if your utility is interested in opportunities to take advantage of the new Integrated Planning Law added to the Clean Water Act in 2019, Raftelis can help. Contact us to discuss these value-added services, which can be provided under an optional task or a separate scope of work.

$$\text{Projected annual customer account growth} * \text{Projected annual billed consumption per account} = \text{Projected annual demand}$$

The second is an econometric demand forecasting model that uses linear regression analysis to forecast future demand based on independent variables such as population growth, average per capita consumption, economic conditions, etc.

### **Special Note on Water**

The projection of future billed water demand will be based on the District's existing water rate structure with includes four separate customer classes and tiered rates for Single Family Residential and Multi-Family Residential customers.

### **Special Note on Sewer**

We recognize that the District does not charge volumetric sewer rates. Nonetheless, we will develop a projection of billed sewer discharges which may aid in the development of projected future wastewater treatment costs.

### **PLANNED MEETINGS:**

- Weekly web-based meetings

### **DELIVERABLES:**

- 10-year and 30-year forecast of billed water consumption and water customer accounts by customer type and consumption tier
- 10-year and 30-year forecast of projected sewer discharges and sewer customer accounts by customer type

### **Task 2.2: Review of District Financial Policies**

Raftelis will review the District's existing financial policies relating to items such as:

- Operating, capital improvement program (CIP), emergency, and rate stabilization cash reserves
- Contractually obligated minimum and planning target debt service coverage ratios
- Funding practices for both growth-related CIP expenditures that expand system capacity and CIP expenditures associated with the repair and replacement of existing infrastructure

### **PLANNED MEETINGS:**

- Weekly web-based meetings

### **DELIVERABLES:**

- Financial policy review



- Potential recommendations for the modification of existing financial policies or the creation of entirely new policies

### **Task 2.3.1: Projection of Rate Revenues at Existing Rates**

Using the District's current FY 2023 rates, coupled with the demand forecasts developed in Task 2.1, Raftelis will project water and sewer revenues at existing rates over 10-year and 30-year planning horizons.

### **Task 2.3.2: Projection of Non-Rate Revenues**

Raftelis will develop 10-year and 30-year projections of water and sewer non-rate funding sources such as property taxes, investment earnings, grants, and connection fees. These projections will be fully informed by the risk factors and emerging trends identified in Task 1.

#### **PLANNED MEETINGS:**

- Weekly web-based meetings

#### **DELIVERABLES:**

- 10-year and 30-year projections of water and sewer utility operating and non-operating revenues

### **Task 2.4: Operations and Maintenance Expense Projections**

Raftelis will develop 10-year and 30-year projections of future O&M expenses. Key areas of focus will be projected groundwater extraction costs and wholesale wastewater treatment costs. The projections will feature the consideration of:

- The Risk factors and emerging trends identified in Task 1
- The appropriate inflation assumptions/cost escalation factors for different types of expenses
- Potential changes in the District's organizational structure or operating activities that may significantly alter future O&M expenses

#### **PLANNED MEETINGS:**

- Weekly web-based meetings

#### **DELIVERABLES:**

- 10-year and 30-year projections of water and sewer utility O&M expenses

### **Task 2.5: Projection of Capital Improvement Program (CIP) Expenditures**

Raftelis will develop 10-year and 30-year projections of future CIP expenditures. These projections will be based on the timing and cost of required capital projects *as prepared by the District's engineering staff or the District's third-party engineering consultant*. The CIP projections developed by the District will be reviewed by Raftelis in light of:

- The risk factors and emerging trends identified in Task 1
- Engineering and planning documents such as the most recent engineering master plans and the District's Asset Management Tool
- Estimates of future construction cost inflation developed by Raftelis

#### **PLANNED MEETINGS:**

- Weekly web-based meetings

#### **DELIVERABLES:**

- 10-year and 30-year projections of water and sewer utility CIP expenditures

### **Task 2.6: Projection of Existing Debt Service**

Raftelis will develop 10-year and 30-year projections of future debt service payments for existing external debt obligations.

#### **PLANNED MEETINGS:**

- Weekly web-based meetings

#### **DELIVERABLES:**

- 10-year and 30-year projections of existing water and sewer utility debt service

### **Task 2.7: Funding Gap Analysis**

Raftelis will develop detailed cash flow projections that compare the projection of revenues developed in Tasks 2.3 to the projection of costs developed in Tasks 2.4 through 2.6. This will result in a determination of the "funding gap" that must be met through a portfolio of potential options (rate increases, external debt financing, cash reserve drawdowns, etc.)

#### **PLANNED MEETINGS:**

- Weekly web-based meetings

#### **DELIVERABLES:**

- 10-year and 30-year projection of fund gap as defined by the difference between projected revenues and projected costs.

## **Task 2.8: Scenario Analysis: Identification of the Optimal Water and Sewer Capital Financing Strategies**

After identifying the projected funding gap in Task 2.7, Raftelis will work with District staff to identify the optimal capital funding strategy. This will require extensive scenario analysis of key factors such as those listed below.

- Annual required percentage increase in rate revenues and the associated projection of annual revenue requirements
- Long-term changes in water demand
- CIP expenditures scenarios including different spending levels on both growth and non-growth (i.e., repair and replacement) capital projects
- The amount and timing of future external debt financing
- Interest rates and their potential impact on projected debt service payments
- Projected customer water and wastewater bills
- Projected year-end cash reserve balances and debt service coverage ratios

The outcome of the scenario analysis process will be the development of *up to three* long-term planning scenarios with *up to three* associated optimal capital financing strategies

### **PLANNED MEETINGS:**

- Weekly web-based meetings

### **DELIVERABLES:**

- 10-year and 30-year projection of up to three long-term planning scenarios with up to three associated optimal capital financing strategies

## **Task 3: Microsoft Excel Financial Model**

All Raftelis financial models are specifically tailored to meet the individual needs of our clients. We do not use canned “one-size-fits-all” model templates and we do not use proprietary software. Our models are developed in Microsoft Excel and can be as simple (no VBA macros) or as complex (VBA macros) as desired by our clients. Our models allow for a virtually unlimited input assumptions for the items such as those listed in Item #4 on page 4 for the District’s RFP. District staff will observe and participate in the development of the water and sewer financial planning models as part of our weekly virtual meetings. An example of graphical output of our models is shown on the following page. Finally, our proposed consulting fee includes four (4) hours of time for one-site model training.



Raftelis will develop a customized financial model that incorporates a dashboard to allow you to easily run scenarios and see the impacts

**PLANNED MEETINGS:**

- Weekly web-based meetings

**DELIVERABLES:**

- Comprehensive yet easy to use 10-year and 30-year financial planning models in a Microsoft Excel format
- Functional rate model for the City’s future use and update

**Task 4: On-Site Meetings at the District**

Our proposed consulting fee includes:

- Three (3) meetings on-site meetings with District staff: kick-off meeting, one milestone meeting, and a review of the final report. Our proposed on-site
- Two (2) meetings with the District Board as requested

**PLANNED MEETINGS:**

- 3 on-site meetings with District staff
- 2 meetings with the District Board

**DELIVERABLES:**

- Meeting materials including agendas, presentations, and meeting minutes

## **Task 5: Report (Long-Range Finance Plan)**

Raftelis will create a Long-Range Finance Plan document that meets the specifications described in Item #6 on page 4 of the District's RFP.

### **PLANNED MEETINGS:**

- On-site report review meeting

### **DELIVERABLES:**

- Long-Range Financing Plan document per the District's specifications
- 

## **SCHEDULE**

Raftelis will complete the scope of services within the timeframe shown in the schedule below. The proposed schedule assumes a notice-to-proceed by the beginning of October 2021 and that Raftelis will receive the needed data in a timely manner and be able to schedule meetings as necessary. Project completion is estimated for December 2021.

TASKS	2022			2023		
	OCT	NOV	DEC	JAN	FEB	MAR
Task 1: Kick-off Meeting Including Discussion of Risks and Emerging Trends)	●					
Task 2.1 Customer Water Consumption Analysis and Demand Forecast		●				
Task 2.2 Review of District Financial Policies			●			
Task 2.3 Revenue Projections			●			
Task 2.4 Operations and Maintenance Expense Projections				●		
Task 2.5 Projection of Capital Improvement Program (CIP) Expenditures				●		
Task 2.6 Projection of Existing Debt Service				●		
Task 2.7 Funding Gap Analysis				●		
Task 2.8 Scenario Analysis: Identification of the Optimal Water and Sewer Capital Financing Strategies					●	
Task 3: Microsoft Excel Financial Model					●	
Task 4: On-Site Meetings at the District				●	●	●
Task 5: Report (Long-Range Finance Plan)					●	

- *In-person Meetings*
- *Web Meetings*
- *Deliverables*

**APPENDIX A: RESUMES**

**APPENDIX A:**

# Resumes



## Sudhir Pardiwala PE

### PROJECT DIRECTOR Executive Vice President

#### ROLE

Sudhir will be responsible for overall project accountability and will be available to provide quality assurance and control, industry perspective, and insights into the project.

#### PROFILE

Sudhir has 45 years of experience in financial studies and engineering. He has extensive expertise in water and wastewater utility financial and revenue planning, valuation, and assessment engineering. He has conducted numerous water, wastewater, stormwater, and reclaimed water rate studies involving conservation, drought management, risk analysis, as well as system development fee studies, and has developed computerized models for these financial evaluations. Sudhir has assisted public agencies in reviewing and obtaining alternate sources of funding for capital improvements, including low-interest state and federal loans and grants. He has assisted several utilities with State Revolving Fund and Water Reclamation Bond loans. Sudhir authored the chapter on reclaimed water rates in the *Manual of Practice No. 27, Financing and Charges for Wastewater Systems*, published by the Water Environment Federation (WEF). He also authored a chapter entitled, "Recycled Water Rates," for the Fourth Edition of the industry guidebook, *Water and Wastewater Finance and Pricing: The Changing Landscape*. Sudhir was vice-chairman of the California-Nevada AWWA Business Management Division and Chairman of the Financial Management Committee.



#### Professional History

- Raftelis: Executive Vice President (2013-present); Vice President (2004-2013)
- Black & Veatch: Principal Consultant (1997-2004)
- MWH: Principal Engineer (1985-1997)
- CF Braun: Senior Engineer (1979-1985)
- PFR Engineering Systems: Research Engineer (1977-1979)

#### Education

- Master of Business Administration - University of California, Los Angeles (1982)
- Master of Science in Chemical Engineering - Arizona State University (1976)
- Bachelor of Science in Chemical Engineering - Indian Institute of Technology, Bombay (1974)

#### Certifications

- Series 50 Municipal Advisor Representative

#### Professional Registrations

- Registered Professional Engineer, California: Civil (1988); Chemical (1981)

#### Professional Memberships

- AWWA
- WEF
- California Municipal Finance Officers Association



## John Wright CPA

### PROJECT MANAGER

#### Senior Manager

#### ROLE

John will manage the day-to-day aspects of the project ensuring it is within budget, on schedule, and effectively meets the District's objectives. He will also lead the consulting staff in conducting analyses and preparing deliverables for the project. John will serve as the District's main point of contact for the project.

#### PROFILE

John has more than 25 years of utility industry financial management and economic analysis experience. He has provided consulting services to numerous complex utility clients including the City of San Diego, Austin Water, the Portland Water Bureau, Milwaukee Water Works, the City of Calgary, and the Puerto Rico Aqueduct and Sewer Authority. Prior to joining Raftelis in 2010, John was the Manager of Rate Administration at Denver Water where he was responsible for the annual financial planning, cost-of-service, and capacity fee studies. He also served as a Senior Economist for the City of Portland Oregon's Bureau of Environmental Services where he was responsible for the annual wastewater and stormwater cost-of-service and capacity fee studies. In addition to his direct utility experience, John was a Senior Analyst at the both the Colorado and Oregon Public Utility Commissions. His work at the Colorado PUC included testifying as an expert witness in electric power and natural gas utility rate cases. At the Oregon PUC, John specialized in telecommunications utility issues and served as an expert witness in regulatory proceedings.



#### Professional History

- Raftelis: Senior Manager (2020-present); Manager (2017-2019); Senior Consultant (2010-2016)
- Denver Water: Manager of Rate Administration (2006-2009)
- Portland Bureau of Environmental Services: Senior Economist (2004-2006)
- Public Utility Commission of Oregon: Senior Utility Analyst (2002-2004)
- Positions in the Competitive Telecommunications Industry (1997-2002)
- Colorado Public Utilities Commission: Senior Financial Analyst (1991-1997)

#### Education

- Master of Science in Finance - University of Colorado, Denver
- Bachelor of Science in Accounting - Metropolitan State University of Denver

#### Certifications

- Certified Public Accountant, State of Colorado #11959
- Series 50 Municipal Advisor Representative

#### Professional Memberships

- AWWA - Rates & Charges Committee, Finance Accounting & Management Controls Committee, Asset Management Committee
- WEF Utility Management Committee

## Jonathan Jordan PGp (CA)

### ANALYST Consultant

#### ROLE

Jonathan will work at the direction of John in conducting analyses and preparing deliverables for the project.

#### PROFILE

Jonathan has focused on financial plan model development and rate design studies for California water, wastewater, recycled water, and wholesale agencies. Jonathan is a California licensed Professional Geophysicist (PGp) with a background in GIS analysis and remote sensing. He has been involved in the survey design, data analysis, and reporting for large capital projects in the engineering, environmental, and geotechnical fields.

#### KEY PROJECT EXPERIENCE

##### **California Rate Survey (CA)**

Jonathan is the Lead analyst that conducted the CA-NA AWWA Water rate survey for water enterprises in California. The project involved surveying rates from select water districts, which will be available for qualitative and quantitative analyses. Raftelis and CA-NVAWWA deployed a functional data visualization dashboard, which has been shared with all CA-NV agencies as a database and regional rate metric.

#### PROJECT LIST

- San Dieguito Water District (CA)
- City of Malibu (CA)
- Alameda County Water District (CA)
- City of Santa Cruz (CA)
- City of Camarillo (CA)
- California Domestic Water Company (CA)
- San Geronio Pass Water Agency (CA)
- El Toro Water District (CA)
- Madera County Groundwater Sustainability Agency (CA)



#### Professional History

- Raftelis: Consultant (2022-present); Associate Consultant (2020-2021)
- GEOVision Geophysical Services: Project Geophysicist (2015-2020)
- Signal Hill Petroleum, Inc.: Intern Data Analyst (2013)

#### Education

- Master of Science in Geological Sciences/Geophysics - California State University at Long Beach (2019)
- Bachelor of Science in Geophysics – University of California at Riverside (2012)

#### Professional Memberships

- AGU
- AEG
- EEGS (Former)
- AAPG (Former)

# Lindsay Roth

## ANALYST

### Associate Consultant



## ROLE

Lindsay will work at the direction of John in conducting analyses and preparing deliverables for the project.

## PROFILE

Lindsay has over two years of experience working in the environmental field and has a graduate degree in water resources management. At Raftelis, she has contributed to financial models and analyses for water and wastewater rate studies as well as bill impact analyses. Prior to joining Raftelis, Lindsay was a student consultant for the North Carolina Department of Environmental Quality, assessing the state's algal bloom monitoring program and nutrient criteria. She also interned for the Conservation Trust for North Carolina, developing best practices for the organization to participate in community-based environmental justice. She is based in Raftelis' Los Angeles Office.

## PROJECT LIST

- Borrego Water District (CA) – Water & Wastewater Capacity Fees
- Carpinteria Valley Groundwater Sustainability Agency (CA) – GSA Fee Study
- Carpinteria Valley Water District (CA)– Water rate study
- Coastside County Water District (CA) – Drought rate study
- Contra Costa Water District (CA) – Drought rate study
- City of Coronado (CA) – Wastewater rate study
- City of Hayward (CA) – Water rate study
- City of Hollister (CA) – Water rate study
- Montecito Water District (CA) – Financial plan update
- City of Pleasanton (CA) – Water, Wastewater, Capacity Fee, and Drought Rate Study
- Rincon Del Diablo (CA) – Reserve policy survey study
- San Benito County Water District (CA) – Water rate study
- City of Torrance (CA) – Wastewater rate study
- Thousand Oaks (CA) – Water and wastewater rate study
- City of Ventura (CA) – Water and wastewater bill impact study

## Professional History

- Raftelis: Associate Consultant (2020-present)
- North Carolina Department of Environmental Quality: Student Consultant (2019-2020)
- Conservation Trust for North Carolina: Disaster Mitigation and Climate Resiliency Intern (2019)

## Education

- Master of Environmental Management in Water Resources Management - Nicholas School of the Environment, Duke University (2020)
- Bachelor of Science in Earth and Environmental Sciences - Tulane University (2016)

# Sarah Wingfield

## ANALYST

Associate Consultant



## ROLE

Sarah will work at the direction of John in conducting analyses and preparing deliverables for the project.

## PROFILE

Sarah is a recent graduate from Georgetown University with a range of academic and professional experience in water resources management. Through her work with the California Data Collaborative and the Latitude Zero Ecuador Research Initiative, Sarah has developed a broad knowledge of analytical methods, as well as management approaches and legislation relevant to rate implementation and utilities management. Sarah's work on *Challenges to Water Management in Ecuador: Legal Authorization, Quality Parameters, and Socio-Political Responses* was recently published in the open-access journal, *Water*.

## Professional History

- Raftelis: Associate Consultant (2021-present)
- California Data Collaborative: Communications and Marketing Intern (2020-2021)
- Latitude Zero Ecuador Research Initiative: Research Assistant (2019-2021)

## Education

- Bachelor of Science in International Affairs - Georgetown University (2021)

## KEY PROJECT EXPERIENCE

### City of Orange (CA)

The City of Orange is currently updating its 2015 financial model (also conducted by Raftelis) to evaluate different water demand factors, reserve policies, and other financial/rate matters. With Raftelis' help, the City recently implemented a new rate structure and is now working to understand the long-term impacts to the City's financial health and customer affordability. Sarah is currently working with the City and Raftelis team staff on completing the 2021 update.

### Padre Dam Municipal Water District (CA)

Padre Dam Municipal Water District is currently updating its financial model and cost allocation system to evaluate different CIP scenarios, reserve policies, a comprehensive rate study, debt issues, and other financial/rate matters. The District has recently established two significant capital improvement projects and is in the process of developing advanced purification programs for its recycled water utility. Sarah is currently working with the District and Raftelis team staff to design the 2022 update to the financial and cost allocation models for the District's sewer, potable, and recycled utilities.

# Nick Kennedy

## ANALYST

Associate Consultant

### ROLE

Nick will work at the direction of John in conducting analyses and preparing deliverables for the project.

### PROFILE

Nick is an Associate Consultant based in the Los Angeles office with a professional background in sustainable community development and data analysis. He holds a BS in Environmental Economics with a focus in Business Sustainability from Ohio State University. Nick joined Raftelis after graduating in December 2020.

### KEY PROJECT EXPERIENCE

#### City of Hollister (CA)

The City of Hollister (City) engaged Raftelis in 2021 to conduct a comprehensive water and wastewater cost-of-service and rate study as well as a capacity fee study for the water and wastewater utilities. Nick served as an associate consultant on the project and was the lead analyst for the wastewater cost-of-service, rate study, and capacity fee study. The rate study required Raftelis to develop wastewater rates that would keep reserves in a healthy position while still providing fair and equitable rates to wastewater customers.

#### Padre Dam Municipal Water District (CA)

Padre Dam Municipal Water District (PDMWD) engaged Raftelis in 2021 to complete a comprehensive cost of service and rate study for their potable, recycled, and sewer enterprises as well as establishing an updated fully burdened hourly rate and creating a miscellaneous fee calculator for District use. Nick served as an associate analyst on the project and assisted in the development of rates for all three enterprises. Nick served as the lead analyst in creating an updated fully burdened hourly rate and creating the miscellaneous fee calculator.

### PROJECT LIST

- City of Hollister (CA) – Wastewater rate study
- Padre Dam Municipal Water District (CA) – Water, recycled, and wastewater rate study
- Mesa Water District (CA) – Cost comparison study



### Professional History

- Raftelis: Associate Consultant (2021-Present)
- City of Columbus: Department of Development Intern (2020-2020)
- Brightview Enterprise Solutions: Data Analytics Intern (2020-2020)

### Education

- Bachelor of Science in Environment, Economy, Development, and Sustainability – Ohio State University (2020)

# Cleo Koenig

## ANALYST

Associate Consultant

### ROLE

Cleo will work at the direction of John in conducting analyses and preparing deliverables for the project.

### PROFILE

Cleo has been studying the environment and its connections to humans for six years, first at Stetson University where she earned a degree in Environmental Sciences with a minor in Biology and then at Johns Hopkins where she earned a degree in Environmental Sciences and Policies. While at Stetson, she took courses in Urban Planning, Sustainable Business Models, GIS, and Biostatistics. She also worked as an Event Coordinator for the student media organization Hatter Network while there, where she organized and held multiple release parties, tabling, and award events under tight budgets and time constraints.

While at Johns Hopkins, she continued her education in statistics and GIS and supplemented it with Understanding Public Attitudes for the Communication of Climate and Energy Policy and U.S. Offshore Energy: Policy, Science, and Technology. During high school, she was enrolled in a Drinking Water Operator Licensing program where she studied for her licensing examination and interned at a drinking water treatment plant. She is currently based out of the LA office.

### KEY PROJECT EXPERIENCE

#### City of Orange (CA)

The City of Orange (City) engaged Raftelis in 2021 to conduct a water and wastewater financial plan update and a water and wastewater cost of service study. Cleo served as a lead analyst on the water portion of the project where she developed a new financial plan and conducted a cost of service study for water rate development. This study also required accounting for possible passthrough charges from water purchases and a temporary increase in water pumping charges due to water quality concerns. This study also focused on covering expenses, including any CIP, without any debt issuance.



### Professional History

- Raftelis: Associate Consultant (2021-Present)
- Stetson University Hatter Network: Event Coordinator (2017-2019)
- ReMax Absolute Service Team: Head of Social Media (2015-2019)
- Palm Bay Water Utilities: Water Treatment Program Intern (2015)

### Education

- Bachelor of Science in Environmental Sciences with a minor in Biology – Stetson University (2019)
- Master of Science in Environmental Sciences and Policies – Johns Hopkins University (2021)

**APPENDIX B: EXCEPTIONS**

**APPENDIX B:**

# Exceptions



# Exceptions

We request that the District consider making the following modifications, shown in red below and on the following page, to the Professional Services Agreement. Please contact us if you have any questions or concerns about these modifications.

- 
- a. When the law establishes a professional standard of care for Consultant's services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees, and authorized volunteers from ~~all~~ claims and demands of all persons that ~~arise out of, pertain to, or relate to~~ ~~caused by~~ the Consultant's negligence, recklessness, or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. Consultant shall defend itself against ~~any and all~~ liabilities, claims, losses, damages, and costs ~~arising out of or alleged to arise out of~~ ~~caused by~~ Consultant's performance or non-performance of the work hereunder and shall not tender such claims to Mission Springs Water District nor to its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Other than in the performance of professional services, to the fullest extent permitted by law, Consultant will immediately defend, indemnify and hold harmless Mission Springs Water District, its directors, officers, employees and authorized volunteers from ~~all~~ claims and demands of all persons ~~arising out the performance caused by the breach or default by Consultant in the performance after written notice of and a reasonable opportunity to cure any such breach or default~~ of the work or furnishing of materials; including but not limited to, claims by the Consultant or Consultant's employees for damages to persons or property except for the sole negligence or willful misconduct or active negligence of Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") ~~shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products .~~ Mission Springs Water District may reuse and/or modify the written products without obligation for additional compensation to Consultant; provided that Mission Springs Water District shall be solely responsible for such reuse or modification. Nothing contained



herein shall be deemed a transfer, assignment or divestiture of Consultant's trade secrets, know-how or intellectual property.

- m. Expect as required by legal process (subpoena, court order, etc.) or applicable law, Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement.
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide reasonable access to such books and records to the Authorized Representative or his or her designees, and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards in Consultant's industry prevailing at the time and place the professional services are rendered.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to ~~any and all~~ applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.



# MISSION SPRINGS WATER DISTRICT

*Technical Proposal for:*

## Long-Range Financial Plan

September 22, 2022

**Name of Business/Company:** NBS Government Finance Group, DBA: NBS

**Business/Company Address:** 32605 Temecula Parkway, Suite 100, Temecula, CA 92592

**Telephone Number(s):** 800.676.7516

**Facsimile Number:** 951.296.1998

**E-mail Address:** mrentner@nbsgov.com

**Website Address:** <https://www.nbsgov.com/>

**Federal Tax ID Number:** 33-0712512

**Type of Business (Sole Proprietorship; Partnership; Corporation; or Other (Explain):**

CA S-Corporation, 100% Employee-Owned ESOP

**Number of Years in Business:** 26 years

**Name, title, telephone number and if different, address of person(s) authorized to represent**

**business entity:** Greg Clumpner, Director, 530.297.5856, Same address as above

**Name, title, telephone number and if different, address of person(s) authorized to sign contracts**

**for the business entity:** Michael Rentner, President, 800.676.7516, Same address as above

Signed by Authorized Officer:

Michael Rentner, President



32605 Temecula Parkway, Suite  
100 Temecula, CA 92592  
Toll free: 530.297.5856

[nbsgov.com](http://nbsgov.com)

September 22, 2022

Arturo Ceja, MBA  
Director of Finance  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240

**RE: Proposal for Long-Range Financial Plan**

Dear Mr. Ceja,

Thank you for the opportunity to submit our proposal to prepare a long-range financial plan (LRFP) for the District. We realize this is an important and significant undertaking for the District and that you would like a comprehensive review of the historical and projected trends affecting the future financial plans for the District. We also understand that the District intends to use the LRFP model developed in this study to respond to changes in the future operating environment.

Our team is led by two senior practitioners: Greg Clumpner (project manager) and Allan Highstreet (senior reviewer), both with over 40 years of experience in the water industry and who are fully committed to the successful completion of this study. Their recognized expertise includes financial planning, infrastructure and capital improvement planning, and asset management. Together they have completed over 600 similar studies. Also supporting the financial planning portion of the project is NBS' registered Municipal Advisor representative, Sara Mares. She has worked on a multitude of bond financing feasibility, issuance, and disclosure efforts over her 22-year career.

We have attempted to incorporate the District's goals and objectives in our proposal, but we realize that there may be refinements that can be made and we would be more than happy to accommodate those changes prior to finalizing your selection process.

Please contact me at 530.297.5856 or via email at [gclumpner@nbsgov.com](mailto:gclumpner@nbsgov.com) if you have any questions or would like to discuss our professional qualifications further. We would genuinely like to work with you to help the District successfully complete this project.

Sincerely,

Greg Clumpner  
Director

Michael Rentner, Authorized Officer  
President

# TABLE OF CONTENTS

1 | STATEMENT OF EXPERIENCE ..... 1

2 | REFERENCES ..... 4

3 | PROPOSED STAFFING AND PROJECT ORGANIZATION ..... 8

4 | PROJECT UNDERSTANDING .....11

5 | SCOPE OF WORK .....16

6 | COST SHEET / FEE .....25

APPENDICES .....26

APPENDIX A | PROJECT TEAM RESUMES .....27

APPENDIX B | ADDITIONS OR EXCEPTIONS .....33

APPENDIX C | MUNICIPAL ADVISOR DISCLOSURE .....34

*“The professional team from NBS was nothing short of extraordinary. Especially Mr. Clumpner – his wealth of knowledge and expertise coupling with his ability to spring into action helped us navigate seamlessly through the entire process of the utility rate study.”*



**Tai Chau**  
assistant public works director

**Water and Sewer Rate Study**

# 1 | STATEMENT OF EXPERIENCE



**AT-A-GLANCE: HELPING COMMUNITIES FUND TOMORROW**

**26 YEARS** In Business     **100% ESOP** NBS is a 100% employee-owned S-Corporation

---

**NBS HEADQUARTERS**  
32605 Temecula Pkwy | Suite 100  
Temecula, CA 92592

**SAN FRANCISCO REGIONAL OFFICE**  
870 Market Street | Suite 1223  
San Francisco, CA 94102

**CONTACT**  
Greg Clumpner | 530.297.5856  
gclumpner@nbsgov.com

---

**LEGAL NAME**     **DBA**     **55**  
NBS Government     NBS     **EMPLOYEES**  
Finance Group

**INDIVIDUAL AUTHORIZED TO NEGOTIATE AGREEMENT**  
Michael Rentner, President

Since 1996, NBS has supported California municipalities with the implementation and ongoing administration of local funding tools.

While the firm originally focused on Special Financing Districts (SFDs), specifically the formation and administration of special assessments and taxes, we have evolved with our clients' needs and now provide a full range of revenue consulting services. We focus on sustainable water and wastewater utility rate programs, cost allocation plans, cost recovery, and legally justified fee design. Across all practice areas, we have worked with more than **500 public agencies** to date, including cities, counties, school districts, utilities, and special districts.



## Utility Rate Group

The NBS Utility Rate Group ensures your utility rates, system capacity fees, and financial plans provide an appropriate level of funding and are also justifiable in a fluid legal and regulatory environment.

**500**  
STUDIES PERFORMED

We act as strong advocates for our many utility clients to ensure that rates and fees address the multitude of challenges facing each community. Just ask the municipalities where we have performed more than 500 studies!

**PROP 218**  
COMPLIANT

Once study results are in, we support you through the Proposition 218 approval process. Working within legal and industry standards, we partner with you to implement solutions for the most challenging financial issues.



Throughout the process, we strive to educate the public, manage community expectations, and work within the often-confusing legal framework to develop the best solutions for your utility. Our analytical support and expert consultants help agency staff and legal counsel navigate the practical and legal challenges.

## NBS Similar Experience / Demonstrated Track Record

Below is a sample of projects for California municipal agencies that our proposed team has completed (or is now completing) which are similar to the District's needs. ***Our Utility Rate team has a demonstrated track record as highlighted by these projects:***

- Azusa Light and Water, *Water Rate Study*
- Alameda County Water Agency (Zone 7), *Connection Fee Update Study*
- Bellflower Mutual Water Company, *Water Rate Study*
- Calaveras County WD, *Water and Sewer Rate Study*
- Citrus Heights Water District, *Water Rate Study*
- City of Colton, *Water Rate and Connection Fee Study*
- City of Santa Ana, *Public Utilities Internal Overhead Cost-Allocation Analysis (Internal White Paper)*
- City of Davis, *Sewer Rate and Capacity Fee Study*
- City of Fort Bragg, *Water, Sewer and Drainage Rates*
- City of Fresno, *Public Sanitation Fee Study*
- City of Redding, *Water, Sewer and Solid Waste Rate and Development Impact Fee Studies*
- Cucamonga Valley Water District, *Water and Recycled Water Connection Fee Study*
- City of Eureka, *Water and Sewer Rate Study*
- City of Morgan Hill, *Water and Sewer Rate Study*
- City of Redding, *Water, Sewer and Solid Waste Rate Study and Connection Fee Analysis*
- City of Sacramento, *Water, Sewer, Combined Sewer, and Stormwater Development Impact Fee Studies and Community Sanitation Fee Study*
- City of Santa Paula, *Water and Sewer Rate Study*
- County of Sonoma, *Water and Sewer Rate Study*
- City of San Francisco, Public Utility Commission, *Solid Waste and Electric Utility Rate Studies\**
- City of Sausalito, *Sewer Rate Study*
- City of Sunnyvale, *Water Rate Study*
- City of Victorville, *Sewer Rate Study, Industrial Pretreatment Program Fee Study, and Storm Drain Rate Study*
- Desert Water Agency, *Water, Sewer & Recycled Water Rate Study, and Tribal Water Rates Analysis*
- Hidden Valley Lakes Community Services District, *Water and Sewer Rate Study*
- Humboldt CSD, *Water and Sewer Rate study*
- Mountain House CSD, *Water and Sewer Rate Study*
- Napa Sanitation District, *Sewer Rate Study*
- San Benito County, *Developer Storm Drainage Impact Fee Reimbursement Analysis*
- Town of Mill Valley, *Sewer Rates and Capacity Fees*
- Pajaro Sunny Mesa CSD, *Water Rate Study*
- San Lorenzo Valley Water District, *Water and Sewer Rate Study and Fire Damage Surcharge Study*
- Santa Clara Valley Water Agency, *Water Supply and Flood Control Development Impact Fee Study*
- Suisun-Solano Water Authority, *Water Rate Study*



## **Strength and Stability of Firm**

NBS is in a strong financial position with little to no debt and is not involved in any bankruptcy proceedings, pending litigation, planned office closures, impending merger or any other situation that would impede our ability to perform the Long-Range Financial Plan for the District.

## **Staffing Capability and Workload**

NBS employs a staff of 55 professionals with extensive experience in the fields of finance, management, engineering, and local governance who combine their knowledge to produce a synergy that results in maximum success and minimum risk. We work with our clients as partners by developing an intricate knowledge of their needs and responding with strategic and timely solutions. While our team members are engaged in a variety of ongoing projects, we are able to provide the services requested within the required timeline. In order to preserve our on-going commitment to excellent client service, we do not propose or contract for more work than we can reasonably accomplish or complete.

## **Why NBS?**

In response to the District's request for why NBS would be the best choice for providing these services to MSWD, put simply it is our Senior Project Management Team. NBS' project manager and technical reviewer are two senior consultants, Greg Clumpner and Allan Highstreet, who previously worked together for 13 years with an engineering-consulting firm and represent two of the most experienced rate consultants in the industry today. Together they have completed over 600 similar studies for public utility clients as well as a wide-range of water and sewer-related financial, operational, and planning studies. NBS is a registered Municipal Advisor with a team of registered Municipal Advisor Representatives led by Director Sara Mares, who focus on structuring revenue for purposes of bond issuance, assist with the disclosures needed during the bond issuance process, and additional staff that addresses the ongoing disclosure requirements over the life of the debt.

## **Subconsultants**

The proposed NBS team has all the expertise and staff necessary for resolving complex project issues; we have no need for subconsultants for this engagement.

## 2 | REFERENCES

Below is a sampling of projects and references similar in scope and magnitude to the District’s needs.

**DESERT WATER AGENCY, CA**  
**WATER, RECLAIMED WATER, WASTEWATER RATES AND CAPACITY FEES**  
*Years as client: Seven (7) years/Last project completed July 2022*



**Contact Information**  
 Esther Saenz  
 Finance Director  
 1200 S. Gene Autry Trail  
 Palm Springs, CA 92263  
 P: 70660.323.4971 ext. 120  
 E: esther@dwa.org

Since 2016, NBS has provided rate consulting service to DWA including water and sewer rates, capacity fees, and special assignments such as advice regarding operational disputes with Indian tribal water rights. Work products have included detailed financial plans, evaluation of rate design alternatives, funding scenarios to optimize cash vs. debt funding, analysis of water consumption trends related to conservation and more recently Covid-19 impacts, and related Prop 218 industry concerns.

**NBS Project Team:**  
 Greg Clumpner, Alice Bou

Project dates for studies:  
 2016 Water Reclaimed Water & Wastewater Rate Study  
 2018/2020 Capacity Fee Study and Special Consulting Services  
 2022 Rate Study Update

**LOS ANGELES DEPARTMENT OF WATER & POWER**  
**WATER RATE REVIEW AND SPECIAL CONSULTING SERVICES**  
*Projected Project Completion: 2019*



**Contact Information**  
 Kristina Stanford  
 Guidehouse Principal Consultant  
 (Kristina now works for Apple)  
 P: 219.210.0435

NBS served as a sub-consultant to Guidehouse/Navigant on this major review of LADWP’s water rates. NBS was brought in to provide specialized rate design and water rate methodology expertise, including improvements in demand forecasting, how temperature zone data is reflected in budget-based rates by temperature zone, and changes in historical water consumption trends. These were highly technical analyses that were considered in revising LADWP’s rate modeling procedures.

**NBS Project Team:**  
 Greg Clumpner, Alice Bou

Project dates for studies:  
 2019 - Various Technical Memos Re: Temperature Zones and Demand Forecasting Procedures



**CITY OF SANTA MONICA**

**WATER AND WASTEWATER RATE AND CAPITAL FACILITY FEE STUDIES**

*Project Dates: September 2018 to May 2020, 2022 Additional Capacity Fee Analysis for New Development (Ongoing)*



**Contact Information**

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**NBS Project Team:**

Allan Highstreet, Jordan Taylor

In 2020, NBS completed a comprehensive Water and Wastewater Rate and Capacity Fee Study for the City of Santa Monica. Key objectives addressed in the study included developing long-term financial plans that ensure the City’s operating and capital needs are met, along with maintaining adequate reserve funds. The City has adopted Water Self Sufficiency goals, and key capital projects that are needed to meet these goals. We worked with City staff throughout the study to identify funding and develop options to fund the Sustainable Water Infrastructure project that is estimated to cost over \$200 million. The project will be funded with a combination of outside debt financing, interfund loans, use of existing reserve fund balances, and rate increases.

The City also had several rate structure objectives that were addressed in the study such as providing greater revenue stability for the utilities by collecting a greater percentage of revenue from fixed water meter charges and incorporating a modest fixed charge in the wastewater rate structure. Additionally, the tiered volumetric water rates were updated to apply to all customer classes and were designed to reflect the City’s various sources of water supply. NBS also conducted a thorough analysis of water usage patterns and updated the wastewater discharge factors to reflect low water usage periods (and estimated wastewater flow).

All study recommendations were reviewed in several meetings with the Task Force on the Environment, which was made up of 10-12 residents of the City. In these meetings, we presented study data, outcomes, and recommendations and worked with the Task Force to develop final recommendations to City Council that were agreeable for all parties. Other services provided in the study included preparing the Proposition 218 Notice that was mailed to all property owners and utility customers as notification of potential rate adjustments and updating the City’s capital facility fees to reflect infrastructure costs needed to serve new development.

**CITY OF VICTORVILLE, CA**  
**WATER, SEWER AND SOLID WASTE RATE STUDIES, SEWER CAPACITY FEE STUDY,  
 AND STORM DRAINAGE FEE FEASIBILITY STUDY**

*Project Timing: 2016 – Present*



**Contact Information**

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**NBS Project Team:**

Greg Clumpner, Allan  
 Highstreet, Alice Bou

NBS last updated the Water Rate Study for the Victorville Water District in 2016, and subsequently the Sewer and Solid Waste Rate Studies for the City of Victorville in 2018. We recently updated the water, recycled water, and sewer rates and sewer capacity fees.

Key assignments included: (1) Developing sewer rates and Industrial Pretreatment Program Fees for four significant industrial users that utilize the City's Industrial Wastewater Treatment Plant (IWWTP) and collection system, and (2) Developing rates for all residential and commercial customers that utilize a combination of City-owned and operated collection system, the IWWTP, and a regional wastewater treatment provider.

The Water Rate Study addressed key issues, such as developing a capital funding plan that would fund over \$55 million in rehabilitation and replacement projects, updating the water rate structure to one based on industry standards, and developing drought surcharges that can be implemented in drought stages.

A key part of all three rate studies was working with a challenging City Council to develop rate alternatives that all Council members could agree on and support in the public approval process.

**Project dates for studies:**

*2016 Water and Sewer Rate Studies*

*2018 Solid Waste Rate Study*

*2021 Water Rate Study Update and Rate Design*

*2021 Sewer Capacity Fee Study*

*2022 Sewer Rate Study Update*

*2022/23 Solid Waste Rate Study Update*

## Other Recent Southern California Projects

**Coachella Valley Water District** – Special Consulting Services, 2022

**Rosamond Community Service District** – Water & Sewer Capacity Charge & Connection Fee Study, 2022

**City of Santa Monica** – Water and Sewer Capital Facilities Fee Services for New Zone, 2022

**Big Horn Desert View Water Agency** – Water Rate and Capacity Fee Study, 2021

**Rowland Water District** – Water Rate study, 2021

**City of Colton** – Water and Sewer Rate and Capacity Fee Study, 2019

**Montecito Water District** – Water and Sewer Rate and Capacity Fee Study, 2019

**Indio Water Authority** – Water Rate Study, 2018

**City of Pasadena** – Water Rate Study, 2018

## Other Recent Projects (Central California)

### CITY OF MADERA

#### WATER, SEWER, STORM DRAINAGE AND REFUSE RATE STUDY

Project Timing: September 2020 - July 2022



#### Contact Information

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#### NBS Project Team:

Allan Highstreet, Greg Clumpner,  
Jordan Taylor, Alice Bou

This comprehensive rate study for the City's utilities covered full cost-of-service analyses, financial plans, and rate design alternatives. The City had not updated rates in many years and was relying on NBS to ensure rates comply with Prop 218, meet revenue requirements, and provide a fresh approach to revenue collection. The City was aware of numerous rate structure deficiencies that they wanted fully addressed and relied on NBS to provide the necessary leadership in this effort. Key tasks included a comprehensive review of rate designs, customer classes, and cost-of-service analyses. The study also addressed new funding sources for street sweeping and SB 1383 organics programs. Final reports for water, sewer and solid waste have been completed and the proposed rates have been approved by the City Council.

#### Project dates for studies:

*Water, Sewer, Storm Drainage and Refuse Rate Studies*

*(Separate Reports): Final Study Reports issued in July 2022*

### CITY OF SANTA PAULA, CA

#### WATER AND SEWER RATE STUDIES

Project Timing: Six (8) years / Last Project Completed: 2021



#### Contact Information

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#### NBS Project Team:

Greg Clumpner, Alice Bou

In 2021, NBS completed an update of the cost-of-service study of water and sewer rates that NBS originally prepared in 2014. Funding for significant capital improvement projects and converting sewer rates to fixed charges plus volumetric rates based on average winter consumption were key elements. Water rate design continued to address Covid-19 related consumption trends, Prop 218 legal concerns, and customer bill impacts. Several public workshops and council meetings were critical to securing a 5-0 approval by the City Council.

Other consulting services included evaluation of policies related to ADUs, customer leaks, low-income assistance, and financial projections.

#### Project dates for studies:

*2014 Water and Sewer Rate Study Report*

*2016 Review of ADU's, Rate Alternatives*

*2019 Update of Water and Sewer Rate Study*

*2021 Update of Water and Sewer Rate Study*

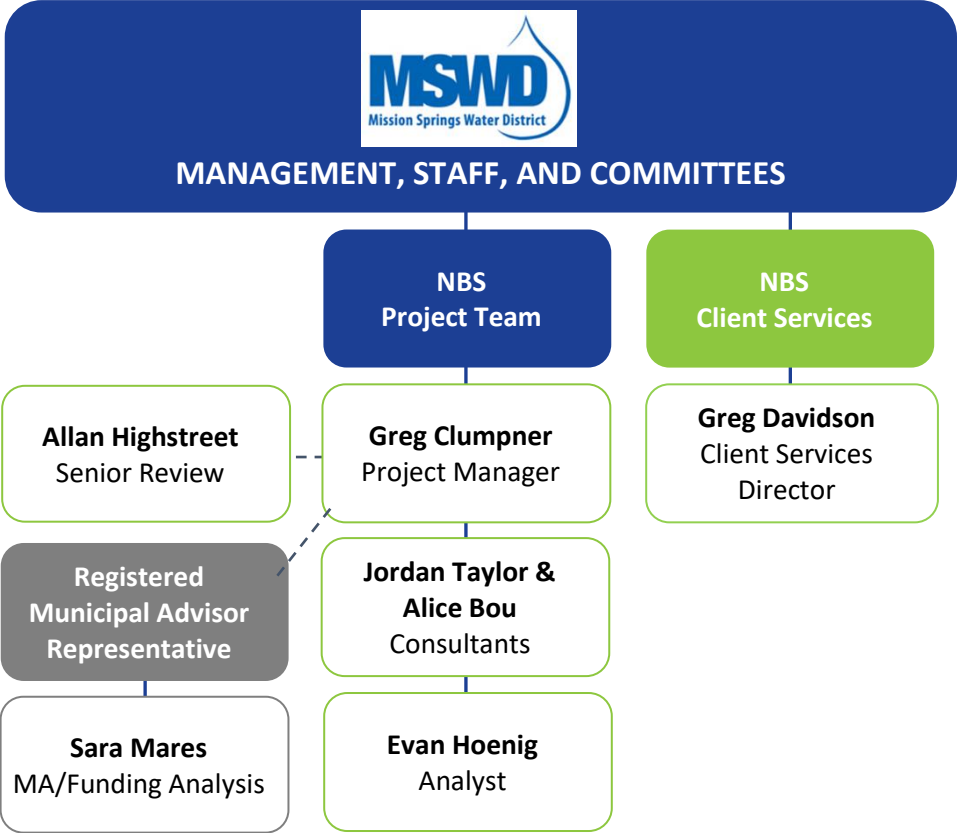
*2022 Assistance with Budget Projections & SRF Loan Funding*

# 3 | PROPOSED STAFFING AND PROJECT ORGANIZATION

## Key Personnel

The staff selected for Mission Springs Water District’s Long-Range Financial Plan are those most qualified based on their experience and backgrounds. The following is a brief overview of NBS’ proposed consulting team. Our team members work together seamlessly allowing your staff to focus on other priorities.

## NBS Project Team Organization



All work will be performed in-house by the above employee-owners of NBS. Full resumes are included in Appendix A.

## GREG CLUMPNER, PROJECT MANAGER

**Role and Responsibilities:** As project manager, Greg Clumpner will provide the day-to-day management of the technical and administrative aspects of the project and will work closely with the District’s project manager and staff to discuss and review the overall approach, technical alternatives, and creative solutions to consider that will best fit the District’s unique characteristics and issues. Greg will be the primary point of contact for the District and will be responsible for delivering work products, attending meetings and public presentations for this engagement.

**Work Experience:** As a director in NBS' Utility Rate Study Practice, Greg Clumpner's 40-year professional career has focused on cost-of-service rate studies for municipal water, sewer, recycled water and solid waste agencies. He regularly makes technical presentations at client workshops, presented many technical papers at industry conferences, and published numerous articles in the Journal of the American Water Works Association (JAWWA). Greg's practice has included management-consulting assignments for utility operations, capital improvement planning, and asset management studies. He also created and managed Foresight Consulting where, for six years, his practice focused on water and sewer rate analyses. He has completed 400+ similar studies during his career.

Additionally, Greg works with Prop 218 legal counsel on an on-going basis and understands the general legal constraints as well as when to solicit critical legal input to ensure alternatives will meet specific legal requirements.

### ALLAN HIGHSTREET, SENIOR REVIEW

**Role and Responsibilities:** Allan Highstreet will provide additional experience in water and sewer rate making and provide senior technical review on this project. He will be available as needed throughout the project to assist the project team with the analysis and technical issues as they arise.

**Work Experience:** Allan Highstreet has 41 years of experience in the water industry working as a water resources planner for Jacobs Engineering (previously CH2M Hill). Most recently he was senior vice president at Jacobs managing water resource planning and development projects. Allan's four decades of experience includes preparing water and sewer rate and capacity fee studies, and he provides invaluable experience to the NBS project team for this engagement. His academic background includes a BS in Agricultural Business and a MS in Agricultural Economics.

### SARA MARES, MUNICIPAL ADVISOR ASSISTANCE

**Role and Responsibilities:** Sara Mares is a Director with NBS and will be the Registered Municipal Advisor Representative for this project.

**Work Experience:** Sara Mares has more than 22 years of experience with NBS and is a Registered Municipal Advisor Representative. She has extensive experience with modeling and structuring revenue mechanisms that support debt issuance. Sara forms Special Financing Districts (SFDs), including Community Facilities Districts and 1913 Act Assessment Districts, which provide land secured financing for limited obligation bonds. She has also provided bond issuance disclosure related to revenue bonds, both stand-alone that are secured by utility rate revenue or as part of a pool bond structure. Sara also has more than 20 years of experience preparing and disseminating continuing disclosure annual reporting and listed event filings.

### JORDAN TAYLOR, UTILITY RATE CONSULTANT

**Role and Responsibilities:** Jordan Taylor has more than a decade of project experience. She will support the project team in performing various aspects of the long range financial plan analysis and funding alternatives.

**Work Experience:** Jordan Taylor has a Bachelor of Science degree in Chemistry and a master's degree in Business Administration with an emphasis in Finance. She offers more than 10 years of accounting experience, including five years at NBS, and extensive knowledge of financial analysis and budget planning. Jordan has completed more than 40 similar studies across California.

### **ALICE BOU, UTILITY RATE CONSULTANT**

**Role and Responsibilities:** Alice Bou brings more than two decades of financial and budget planning project experience. She will support the project team in performing data analysis and validation, data input, and will also help develop the long range financial plan alternatives.

**Work Experience:** Alice Bou has a Bachelor of Arts degree and has worked for more than two decades performing accounting and financial management data analysis, variance analysis, budgeting and forecasting, financial modeling, and managerial reporting. Alice has been with the NBS team for four years.

### **EVAN HOENIG, PROJECT ANALYST**

**Role and Responsibilities:** Under direction of the Project Manager, Evan Hoenig will perform large-scale data analysis and validation as needed on this project. He will provide support with data collection assistance as needed to the rate consultants assigned to this project.

**Work Experience:** Evan Hoenig is a Project Analyst with NBS. He brings more than a decade of compliance management experience to our project team, as well as public budget development and administration, research, project management and financial analysis experience. He has extensive skills in analytical software, databases, and spreadsheets. Evan has a Bachelor of Science, Business Administration – Management from California State University, San Marcos.

### **GREG DAVIDSON, CLIENT SERVICES DIRECTOR**

**Role and Responsibilities:** As Client Services Director, Greg Davidson will ensure that the District's fundamental objectives are being met at all times and that the project is proceeding on a timely basis. He is included on the team as an active representative of our company's commitment to the highest level of service.

**Work Experience:** Greg has more than two decades of experience working with Special Financing Districts (SFDs) and serving as a project manager on various consulting projects. His depth of experience spans actively managing ongoing administration and annual levy calculations for 1913/1915 Act Assessment Districts, Landscape Maintenance Districts, Mello-Roos Community Facilities Districts, and PBIDs. He also has multiple years of experience training staff, speaking at different engagements, preparing and disseminating Continuing Disclosures and providing Prop 218 consulting. Greg is a Registered Municipal Advisor.

## 4 | PROJECT UNDERSTANDING

### Introduction and Background

The District's infrastructure system is more complex than most municipal utilities, and consists of water, sewer, and a non-potable water systems, including three separate and distinct water supply and distribution systems. District owned and operated wells provide 100 percent of the District's water supply.

The District's last financial master plan was prepared in 2012 when the local and California economies were just emerging from "the great recession" and the District had a high level of vacant properties along with an uncomfortably high level of unused system capacity. Since then, conditions have changed: inflation rates are now at a 40-year high, State-wide drought and Covid-19 mandates have continued to impact water consumption patterns and the economy in general, and the District is undertaking significant capital improvement projects, most notably the new Regional Water Reclamation Facility.

Additionally, the District's last rate study was completed in 2015, just before the San Juan Capistrano decision was issued. Among the more stringent requirements this decision mandated was the need to "demonstrate the cost basis" of new rates to ensure fairness and equity among all customer classes. This caused significant concerns throughout the State around tiered rates and, not surprisingly, the number of legal challenges to rates have increased since then. In short, the environment within which the District is preparing its new LRFP has become more complex and requires a fresh look at those components with the greatest potential to impact the District's financial future and the LRFP. Only then can the most effective strategies be developed and incorporated into the LRFP.

The LRFP will also need to be tailored to the District's unique characteristics and this study needs to provide the tools necessary to assess current trends and the many changes in financial conditions. It will be particularly important to build flexibility into the LRFP, which means the capability to make adjustments as necessary when conditions change along the way. NBS will work with District staff to ensure that the District's new LRFP reflects these complexities and is tailored to meet the District's needs.

### Preparing a Long Range Financial Plan

The District has requested a description of the objectives and anticipated deliverables that should be included in the scope of work for the new LRFP. These are outlined below.

**LRFP Study Objectives** – Most water utilities are managed under a set of policies that have been developed over many years, and sometimes staff and board members are unsure how or why current policies were created and question why they continue to follow the same practices. As the District undertakes the task of preparing a new LRFP, this is an excellent time to re-examine these policies and practices and update them to ensure they are responding to current trends. We agree with the District that some of the key study objectives that should be addressed in the LRFP include:

- **Examining Trends and Historical Patterns** – As noted above, there have been many changes since the District last prepared a financial master plan/LRFP and it is important to understand not only what the data says, but the underlying conditions and forces behind the data. For example, both the drought and Covid-19 mandates have impacted water consumption patterns, typically resulting in reduced commercial water use and increased residential

consumption. While some of these patterns may continue, projecting their future impacts will be important. To what extent might these trends continue? Will there be future impact due to Covid-19 related mandates? How long and to what extent will future drought conditions continue? Answering these and similar key questions will be vitally important in preparing effective strategies to guide MSWD's financial future.

Many water utilities have been re-examining their rate structures in an effort to improve revenue stability and to implement mechanisms that allow rate adjustments when necessary. These include automatic CPI-adjustments, pass-through provisions, and revenue stabilization rates.<sup>1</sup> While this LRFP will not directly address rate design issues, it should lay the groundwork in terms of policies and practices that will provide clear direction for future rate studies and rate structure decisions.

- **Examining LRFP Financial Policies** – Working with District staff, the existing policies will be reviewed, summarized, clarified, and if necessary, new policies created. As noted in various places in the District's RFP, re-examining and understanding the underlying policies and making changes where necessary is critical to developing an LRFP that will provide a successful financial roadmap for the future of the District.

**Supporting Analyses and Evaluation Tools** – While the District's RFP has outlined the basic deliverables that the consultant will prepare, we believe that other supporting analyses will be helpful in providing the necessary context and appropriate understanding prior to finalizing some key LRFP issues, including the following.

***Preparing Policy-Related White Papers*** – We have often found that preparing white papers (which can be in the form of confidential discussions) that address the pros and cons of various policies can help staff and board members better understand the details involved in a specific policy. For example, what are the pros and cons of adopting revenue stabilization rates, of offering a low-income assistance program, of choosing the right combination rate revenue collected from fixed vs. variable rates? What should be the procedure for weighing the consequences of issuing more debt vs. a pay-as-you-go approach for capital improvements? We expect these types of concerns will surface as the LRFP gets underway and we believe that NBS can provide insightful advice based on our similar work on hundreds of comparable studies in the past.

***Preparing Sensitivity Analyses*** – Another analytic tool that would be useful in preparing the LRFP is to conduct sensitivity analysis on the assumptions and/or the policy issues going into the LRFP. Too often policy decisions are made without a full understanding of their fiscal impacts, and sensitivity analysis can help quantify those impacts. For example, in examining the potential consequences of a rate design that may collect more (or less) rate revenue from fixed charges, what would be the range of fiscal impacts associated with changes in annual water sales? Evaluating how total annual revenue changes in relation to total consumption (or as another example water supply costs) might cover a range of water consumption such as 20 percent higher to 20 percent lower than the base case projection.

Typically, sensitivity analysis encompasses the foreseeable range over which any variable could reasonably be expected to change (such as the plus or minus 20 percent consumption example). By examining a set of assumptions (or variables) that are built into a LRFP, a key outcome of sensitivity analysis is understanding the potential risk associated with each assumption. This allows a reasonable

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<sup>1</sup> These are rates that automatically respond to decreases in volumetric rate revenue, whether due to weather conditions, drought, or emergencies such as wildfires or infrastructure failures. NBs has implemented these types of rates for a growing number of our clients.



assessment of, for example, whether inflation-related assumptions present a greater risk to LRFP projections than changes in consumption levels. At a minimum it provides a quantitative assessment of the impacts of selected variables and leads to a better understanding of the basis for the LRFP.

**Preparing Scenario Analyses** – Scenario analysis differs from sensitivity analysis in that scenarios are variations of an option. For example, various combinations of cash vs. debt funding of CIP projects would be a scenario analysis whereas sensitivity would look at the impact that inflation or interest rates may have on a specific cash/debt scenario. In other words, impacts on revenue requirements from a 50/50 cash/debt scenario compared to a 60/40 or 70/30 scenario would be evaluated in the scenario analysis.

**Anticipated LRFP Deliverables** – While we would plan to discuss what specific approaches should be used with District staff, we think the study should incorporate the following study components:

- **Discussion of Trends and Opportunities** – While a more general discussion of the trends and opportunities would outline the background against which the LRFP is prepared, we would want to ensure that specific concerns of District staff and Board members are addressed. We would also identify other potential issues of concerns based on our experience with other water districts.
- **Policy Papers** – The white papers outlined above can be prepared for selected policies that require more than a brief discussion. Many times, board members want a better understanding of the underpinnings of a specific policy (e.g., the pros and cons of choosing a fixed vs. variable rate design and maybe how that differs between water and sewer rates). We would plan to prepare a limited number of focused white papers as requested by District staff. If appropriate, these papers could be prepared on a confidential basis intended only for use by staff and/or Board members (e.g., if they discuss impacts on customer bills, residential vs. commercial impacts, low-income programs, etc., that may not be appropriate for public disclosure).
- **Sensitivity Analyses** – After discussions with District staff, NBS would conduct a sensitivity analysis covering a reasonable range over which specific variables and assumptions might be expected to fluctuate. Outcome periods would likely cover five- or 10-year periods, since we would expect the District to be updating the LRFP on an annual basis.
- **Scenario Analyses** – As noted in the District’s RFP, scenario (or what-if) analysis will be built into the LRFP and liquidity models (i.e., hard-coded in tables for specific scenarios) along with an initial analysis of selected key variables.
- **10-Year Financial Forecast** – As part of the LRFP, a 10-year forecast of the financial plan would be prepared that projects sources and uses of funds, net revenue requirements, debt coverage ratios, and identifies annual rate revenue increases needed to maintain appropriate reserve fund levels and meet coverage requirements. Appropriate graphs and charts of the results would also be included.
- **Liquidity Model** – Covering a 30-year timeframe, the liquidity model would evaluate cash-on-hand and fund levels that incorporate the various assumptions and scenarios noted above. Cash-funded CIP projects, debt service payments, and target reserve fund levels will be the main drivers and inputs in this model. Results include reserve fund ending balances, days of cash on hand, and appropriate graphs and charts that allow for easier comprehension of the results.
- **Training Manual** – The Excel-based LRFP model will be discussed in summary form in the LRFP document but accompanied by the training manual that includes screenshots of various worksheets, input tables, and a discussion of each component of the LRFP model. We are aware of the difficulties that “black-box” models can present to District staff; our intent is to keep

formulas as simple as possible so that the LRFP model can be used and understood by the largest number of District staff.

- **LRFP Document** – NBS would prepare a LRFP document that summarizes the specific items identified on pages five and six of the District’s RFP, along with the various other components of the LRFP. Key sections may include the following:
  - **Summary of Existing Plans and Reports** – The various documents that were reviewed and/or provided information used in the LRFP will be summarized along with their level of importance in the LRFP.
  - **Baseline Assumptions** – As a result of the overall LRFP work, a set of baseline assumptions will be identified that will be cooperatively developed with District staff.
  - **Summary of Financial Policies** – During the course of preparing the LRFP, existing policies will be examined and as needed, new policies created. A formal summary of these policies will be provided as documentation of this work with key observations noted.
  - **Impacts of Conservation** – The results of the scenario analyses that focuses on conservation impacts will be outlined and the assumptions that play a key role in selecting a baseline consumption level will be discussed.
  - **Summary of 10-year Financial Forecast** – The results of the LRFP analysis with regard to the 10-year forecast will be explained, including the key rationale for various assumptions and outcomes.
  - **Summary of Liquidity Model** – Similar to the description of the 10-year financial forecast, the liquidity model will be explained and the purposes and intended uses of this model discussed.
  - **Key Strategies Developed** – Over the course of preparing the LRFP, we believe certain key strategies will rise to the surface and should receive special emphasis in the LRFP document.

## Why NBS is Qualified and Should be Selected

While our qualifications, experience, and client references are summarized elsewhere in this proposal, the following are the distinguishing characteristics that make the selection of NBS to prepare the District’s LRFP a logical choice for the District:

**Depth of Experience** – The NBS project team includes two senior practitioners with over 40 years of experience. Both Greg Clumpner and Allan Highstreet have a broad background in the water utilities industry and have prepared literally hundreds of similar studies. Their experience includes asset management, infrastructure development and capital improvement planning and financing, debt issuance in the form of bond feasibility studies (or consulting engineer’s reports), as well as financial plans for each of the hundreds of rate studies they have prepared.

Sara Mares also provides extensive experience as a Municipal Advisor in revenue bond funding matters, financial advisory services, and continuing disclosure services. She will be available throughout the project to ensure a well-round approach to the LRFP is followed.

Additionally, Greg Clumpner has published a number of relevant papers in water industry periodicals such as the California Municipal Finance Officer Association (CSMFO) and Journal of the American Water Works Association (JAWWA):

- “Setting the Stage for Water Rates: Policy Direction Should Be A Priority” – CSMFO Magazine, November, 2016
- “Avoiding Billing Debacles Around New Water or Sewer Rates” – Journal of AWWA, March 2019, Vol. 111, Issue No. 3
- “Tiered Water Rates – Understanding Their Equity and Impact on Customer Bills” – Journal of AWWA, September 2019, Volume 111, Issue No. 9
- “Changing Perspectives on Outside Surcharges: Understanding New Criteria” – Journal of AWWA, January 2019, Vol. 111, Issue No. 1
- “Social Justice and Water Rates: Impacts of Rate Design on Low-Income Customers” – Journal of AWWA, July 2018, Vol. 110, Issue No. 7

**Expertise in the Water Industry** – Having worked with many water agencies through the State of California, the NBS team brings a wide array of experience and expertise that directly translates to problem solving skills. Our team has been called on as expert witness on a number of occasions to help water districts defend their existing practices while at the same time, we have never had the rates we prepared successfully challenged. We believe NBS is unique in this claim. We are currently working on several legal challenges in the Palm Desert area for confidential clients and are familiar with some of the unique challenges of the surface supply and groundwater resources in the area.

**Commitment of the NBS Project Team** – Our project manager, Greg Clumpner, will make a personal commitment to oversee this project until it is completed. The rest of our team are also committed and will be available as needed throughout the project. We will not use subconsultants or switch out staff at a later date.

**Client References** – We believe one of the strongest qualifications a consultant can offer are the client references for similar recent projects. We encourage you to contact our references to confirm their satisfaction with our performance on their projects.

## 5 | SCOPE OF WORK

This scope of work is intended to incorporate items No. 1 through 8 in the District RFP’s “Scope of Consultant Work” (RFP pages 3 through 5). Rather than repeat each specific item, the tasks outlined below present broader context within which these items are provided. Also, a more robust explanation of these tasks was provided in Section 4, and those descriptions are incorporated here by reference. Finally, our estimated hours to complete each task are included in our cost proposal and summarized at the end of this Section.

### TASK 1. DIAGNOSE CRITICAL ISSUES

**1.1 Kickoff Meeting and Data Collection** – NBS will provide the District with a data request and hold an in-person kickoff meeting to review and discuss the data requirements for the study, scope of work, study timeline, and ensure there is a clear understanding of how the study objectives will be met. The data required to conduct the study includes information, such as:

- Financial data typically reported in financial statements beginning in FY 2020/21 through projected FY 2023/24 (if available).
- Operating and maintenance budgets for each utility including water supply costs, sewer treatment, personnel costs, and infrastructure replacement costs.
- Historical water sales for the last four years (beginning in FY 2017/18).
- District financial policies and practices to the extent that they are documented.
- FY 2021/22 year-end cash balances reserve funds for each of the utilities.
- Capital Improvement and/or Master Plans.
- Total annual rate revenue for residential and commercial customers for the past two years.

**Deliverables:** Data request, in-person meeting.

**1.2 Review Existing Policies and Procedures** – NBS will review the available policies and procedures, including the Asset Management Tool and Financial Policies, along with other information provided that are related to the LRFP. Once we have reviewed these documents, we will discuss these documents along with other concerns of key stakeholders identified by the District. NBS will rely on guidance from District staff to prioritize this document review.

**Deliverables:** Prioritization of District policies; review of findings summarized along with opinions of key stakeholders and their level of importance; an action plan for additional policy analysis developed.

### TASK 2. REVENUE AND EXPENSE ASSUMPTIONS

Baseline assumptions are foundational to the overall LRFP, and this task begins by examining the District’s current assumptions. As discussed in more detail in Section 4, two means of evaluating baseline assumptions are sensitivity analysis and scenario analysis. While these are similar, they are not the same:

- Sensitivity analysis would evaluate how the results for a particular scenario (or base case) would change if a variable, such as the total water sales, was modeled over a range of “worst to best” conditions.
- Scenario analysis, in contrast, would set the level of water sales in the form of individual scenarios where the worst case scenario might be 20-percent below the baseline water sales projection, the middle scenario at the baseline level, and the best case scenario at 20-percent above projected water sales.

**2.1 Evaluate Baseline Assumptions** – After examining the District’s current assumptions, we expect that there will be changes based on discussions with District staff. Through a series of analyses, these

assumptions will be examined in more detail and the implications of the results considered in setting financial policies.

**Deliverables:** Summary of our evaluation of baseline assumptions.

**2.2 Sensitivity Analyses** – Based on discussions with District staff, selected key assumptions would be evaluated using sensitivity analysis covering a reasonable range over which they might be expected to vary. For example, how would total rate revenue change in response to fluctuations in total water sales (or water supply costs)? This would help quantify the potential impacts on revenue stability.

The following is a list of variables that might be considered for sensitivity analysis:

- Total Annual Consumption (Water Sales – including various levels of conservation)
- Cost of Water Supply
- Inflation Rates (Particularly Construction Cost Indices)
- Interest rates (Applicable to Debt-Fund CIP)
- Customer Growth Rates
- Energy Costs (for Pumping Activities)
- Mandated Conservation Measures (Drought Related)

We would plan to develop simple charts/graphs illustrating the results of the various sensitivity analyses so that the District can easily grasp the significance of the results. This exercise is intended to quantify the relative or potential impacts that key variables may have on the LRFP.

**Deliverables:** Summary of the sensitivity analysis, including LRFP model components and graphic results.

**2.3 Scenario Analyses** – As noted in the District’s RFP, scenario (or what-if) analysis will be built into the LRFP and liquidity models along with an initial analysis of appropriate key variables. For example, NBS typically prepares scenario analyses for financial plans in our rate studies that create various sets of scenarios to examine things such as:

- *Total Dollars of CIP Projects to be Funded* – Scenarios would address the amount (in percentages) of the total costs funded over the planning period and could individually evaluate the percentages of CIP costs for (1) sewer collection, (2) water distribution, (3) reclamation plant, or (4) water treatment.
- *Water/Sewer Rate Increases* – These scenarios may include a range of annual rate increases (e.g., 4%, 6%, 8%, and 10%). Various rate-increase strategies could also be evaluated, such as gradual increases vs. larger upfront increases. The results could focus on the annual net revenue requirements under each scenario, or the total CIP funding made available in each scenario (e.g., does a scenario provide \$15M, \$30M, or \$45M in total capital funding?).
- **Figure 1** is a screenshot of a scenario analysis table from a current NBS sewer rate study:

**Figure 1 – Example of Scenario Analysis**

2	<-- Select Financial Plan Scenario Here	Coll. System % CIP Included in Yrs. 2-5	WPCP CIP % Included in Yrs. 2-5	Annual Rate Increases by Rate Alternative				
				Make Rate Changes in These Cells				
Financial Plan Scenario				FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
1	Opt. 1A - 50% Coll. CIP/50% Vol. Grad.	50.00%	100.00%	30.00%	25.00%	25.00%	10.00%	10.00%
2	<b>Opt. 1B - 50% Coll. CIP/50% Vol.</b>	<b>50.00%</b>	<b>100.00%</b>	<b>30.00%</b>	<b>30.00%</b>	<b>25.00%</b>	<b>10.00%</b>	<b>10.00%</b>
3	Opt. 1C - 50% Coll. CIP/50% Vol. Grad.	50.00%	100.00%	22.50%	27.50%	30.00%	20.00%	10.00%

**Deliverables:** Summary of the scenario analysis, including LRFP model components and graphic results.

**2.4 Develop Graphical Outputs** – Working with District staff, we will develop a sense of the priorities for which types of graphical results are most helpful. Basic graphs such as days cash-on-hand, supply costs (in \$/AF), year-end fund reserves, etc., can be built into the 10-year forecast, the liquidity model, and the LRFP. Graphical results for the sensitivity analyses might be presented as a separate, side-bar analysis for the purpose of documenting how and why certain assumptions were set at the baseline levels.

**Deliverables:** Graphical results to be included in LRFP document.

**2.5 Prepare 10-Year Financial Forecast** – This 10-year forecast would reflect the baseline assumption resulting from Tasks 2.1 – 2.3 and summarize the sources and uses of funds, net revenue requirements, debt coverage ratios, and identifies annual rate revenue increases needed to maintain reserve fund levels and meet coverage requirements. **Figure 2** is an example of a financial plan summary table.

**Figure 2 – Example of 10-Year Financial Forecast**

Summary of Sources and Uses of Funds and Net Revenue Requirements	Budgeted	5-Year Rate Adoption Period					Years 6-10
	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	....
<b>Sources of Sewer Funds</b>							
Rate Revenue Under Current Rates	\$ 11,850,520	\$ 11,992,726	\$ 12,136,639	\$ 12,282,279	\$ 12,429,666	\$ 12,578,822	
Non-Rate Revenues	345,800	359,240	373,218	387,754	402,872	418,595	
<b>Total Sources of Funds</b>	<b>\$ 12,196,320</b>	<b>\$ 12,351,966</b>	<b>\$ 12,509,857</b>	<b>\$ 12,670,033</b>	<b>\$ 12,832,538</b>	<b>\$ 12,997,417</b>	
<b>Uses of Sewer Funds</b>							
Operating Expenses	\$ 8,824,281	\$ 9,926,052	\$ 10,323,094	\$ 10,736,018	\$ 11,165,459	\$ 11,612,077	
Existing Debt Service	5,294,679	5,297,054	5,295,179	5,293,929	5,293,054	5,297,179	
Rate Funded Capital Expenses	-	-	3,294,067	6,378,872	4,902,793	13,144,893	
<b>Total Use of Funds</b>	<b>\$ 14,118,961</b>	<b>\$ 15,223,107</b>	<b>\$ 18,912,341</b>	<b>\$ 22,408,820</b>	<b>\$ 21,361,307</b>	<b>\$ 30,054,150</b>	
<b>Surplus (Deficiency) before Rate Increase</b>	<b>\$ (1,922,641)</b>	<b>\$ (2,871,141)</b>	<b>\$ (6,402,484)</b>	<b>\$ (9,738,787)</b>	<b>\$ (8,528,768)</b>	<b>\$ (17,056,733)</b>	
Additional Revenue from Rate Increases <sup>1</sup>	-	6,000,808	12,145,635	12,291,382	12,438,879	12,588,145	
<b>Surplus (Deficiency) after Rate Increase</b>	<b>\$ (1,922,641)</b>	<b>\$ 3,129,667</b>	<b>\$ 5,743,150</b>	<b>\$ 2,552,596</b>	<b>\$ 3,910,111</b>	<b>\$ (4,468,587)</b>	
<b>Increase in Rate Revenue</b>	<b>0.00%</b>	<b>100.07%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	
<b>Cumulative Increases</b>	<b>0.00%</b>	<b>100.07%</b>	<b>100.07%</b>	<b>100.07%</b>	<b>100.07%</b>	<b>100.07%</b>	
<b>Net Revenue Requirement<sup>2</sup></b>	<b>\$ 13,773,161</b>	<b>\$ 14,863,867</b>	<b>\$ 18,539,123</b>	<b>\$ 22,021,065</b>	<b>\$ 20,958,434</b>	<b>\$ 29,635,554</b>	

This summary table would be a rollup of a more detailed financial forecast that exactly matches the District’s chart of accounts. Appropriate graphs and charts of the results would also be included. Analysis related to debt coverage ratios would be completed by NBS’ registered Municipal Advisor, Sara Mares.

**Deliverables:** 10-Year financial forecast, including LRFP model tables and graphs of results.

**TASK 3. REVIEW EXISTING PLANS AND REPORTS**

**3.1 Review of Trends and Opportunities** – This is a key part of this study, as it provides the foundation for the LRFP and will be considered in financial forecasting and other projections. Because of its importance to the overall LRFP, we believe this will be a rather extensive task that will provide the details for a more general trends and opportunities discussion and outlines the background against which the LRFP is prepared. We will ensure that the specific concerns of District staff and Board members are addressed. We would add to this other potential issues and concerns based on our experience with other water districts. (See Section 4 for additional details related to this task.)

**Deliverables:** Summary of trends and opportunities as a draft section in the LRFP document.

**3.2 Prepare Policy Papers** – The concept of “white papers” (also previously discussed in Section 4) can be prepared as requested by District staff for the specific policies that require more in-depth discussion. This would likely apply to policies that board members want a better understanding of the underpinnings of a specific policy (e.g., the pros and cons of choosing a fixed vs. variable rate design and how that differs between water and sewer rates). If appropriate, some papers may be on a confidential basis and intended only for use by staff and/or Board members.

**Deliverables:** White papers prepared at the direction of District staff. Summary of key finding and recommendations.

**TASK 4. DEVELOP INPUT PAGES**

NBS will create the initial input pages that we plan to locate in the first few worksheets of the LRFP and Liquidity Excel models. Inputs will address the specific items listed in the RFP (i.e., items a. through k.). In general, these will be identified as separate tables that may be highlighted using a specific font color. This

will be a consistent practice throughout the models so that it will be clear what areas of the model are input areas vs. the rest of the working model components. We will also provide cell-notes as appropriate describing what each input is used for and what tables it shows up in.

**Deliverables:** Input pages and tables in the LRFP model.

## TASK 5. DEVELOP LIQUIDITY MODEL

Covering a 30-year timeframe, the liquidity model would evaluate cash-on-hand and fund levels that incorporate the various assumptions and scenarios evaluated. Cash-funded CIP projects, debt service payments, and target reserve fund levels will be the main drivers and inputs in this model.

**5.1 Building the Liquidity Model** – We will work with District staff to ensure the format and construction of this model is what they expected, flows in a logical manner, and is conceptually easy to follow. As noted previously, we will emphasize simplicity in creating formulas so that the most basic (vs. most complex) formulas are used which will allow the greatest number of District staff to use and understand the model vs. one or two people who are the “expert” Excel users.

The liquidity model will be turned over to District staff, and NBS will train District staff in use of the model and provide documentation in the form of a training manual outlining the model’s structure and user guides to facilitate independent use by District staff.

Task deliverables will include:

- A 30-year financial projection model that will serve as a “roadmap” for the cashflow related to capital improvement projects, repair and replacement projects, and other expenditures.
- Summary of current and projected year-end reserve fund balances.
- Calculated debt service coverage ratios.
- Projected Days Cash on Hand.
- Formatted to produce reports and graphics as agreed to with District staff.

**Deliverables** – Results include reserve fund ending balances, days of cash-on-hand, and appropriate graphs and charts that allow for easier comprehension of the results.

**5.2 Develop Graphical Dashboard** – Working with District staff, we will develop graphical results that summarize key results of the liquidity model and LRFP, which will be used to update and track performance annually and accommodate custom alternatives and scenarios. The exact design of dashboard for the liquidity model will be determined based on the results and preferences of District staff.

Please note that this model will come with the following understanding:

- This model is for the District’s internal use only and will not be distributed to any third parties, including outside consultants or customers. Though the model will be in an editable format, certain restrictions will apply to prevent redistribution of the model and its contents.
- This model will be complete at the time of the Final LRFP document and the District assumes responsibility for subsequent edits and decisions made by District staff. Because of this, NBS does not guarantee that the District will be able to manipulate and update the model “error free” since these future versions were not performed by NBS.

**Figure 3** is an example of a dashboard created for another water district that included five financial options, customizable inputs showing water rate and reserve target impacts. **Figure 4** is snapshot of a dashboard created for a water utility that included five financial scenarios with alternative rate increases that also examined the impacts from water consumption patterns and how they could affect the financial plan.

**Deliverables** – Training session on the model, review of model throughout the study.

Figure 3. Financial Plan Dashboard

**GENERAL ASSUMPTIONS AND COMMENTS ON HOW TO USE THIS MODEL:**

Please read and understand these general directions when making adjustments to the model.

1. This model is intended to make all *financial plan-related* changes, but **not** update the cost-of-service analysis or rate design (i.e., it keeps the same rate structure).
2. In the grey buttons below please click the each button to toggle that option.
3. Orange colored numbers in rows 22 & 27 can be updated to observe impact on recommended rates.
4. Blue colored numbers in rows 51 - 58 can be updated to observe impact on recommend rates.

Is the City selling their system? City is selling

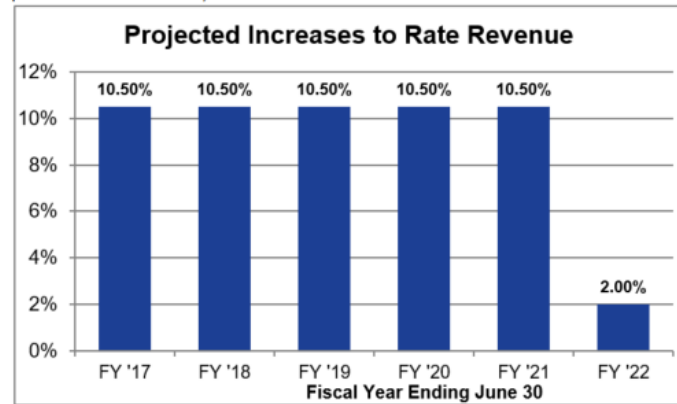
Is BMWC maintainaing the \$346 an AF contract? No longer a source of supply

Is BMWC maintainaing the \$132 an AF contract? Still a source of supply

Financing Well? Yes

10 Year or 15 Year Well Loan? 15 Year

Number of Years to Spread Increase (2 or 3)



**FORECASTING ASSUMPTIONS:**

Target Annual CIP Expenditures (present day dollars)	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28
Total Expenditures	--	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000

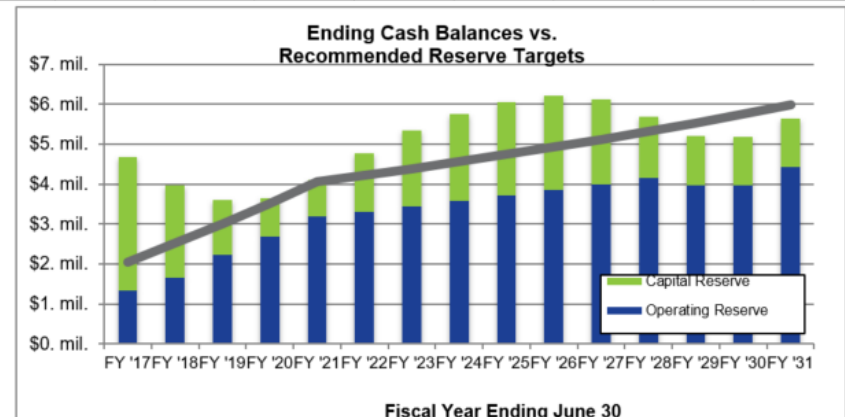
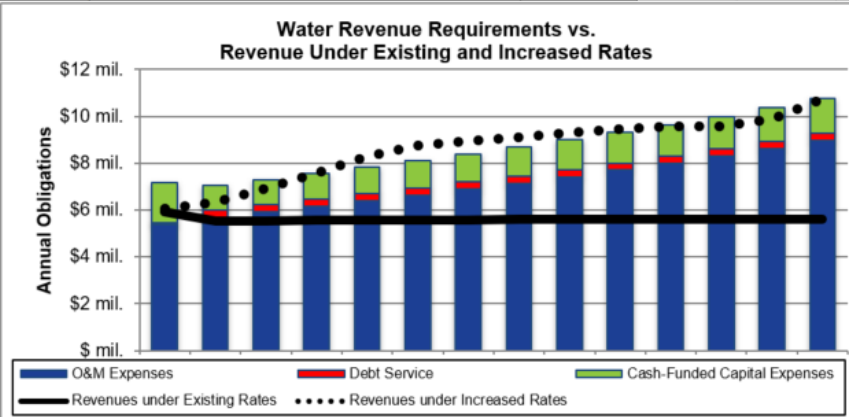




Figure 4. Financial Plan Dashboard

Financial Plan Scenarios:							
5. <--- Select Scenario Here	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
No Rate Increases -- 2011-2015 Water	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
1. Consumption	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Inflation Increases -- 2011-2015 Water	0.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
2. Consumption	0.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
3. 2011-2015 Water Consumption	0.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.75%
8.5% Rate Increases -- 2011-2015 Water	0.00%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%
4. Consumption	0.00%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%
NBS Recommended Rate Increases --	0.00%	5.00%	5.00%	5.00%	5.00%	5.00%	2.00%
5. 9m ccf in Water Consumption	0.00%	5.00%	5.00%	5.00%	5.00%	5.00%	2.00%

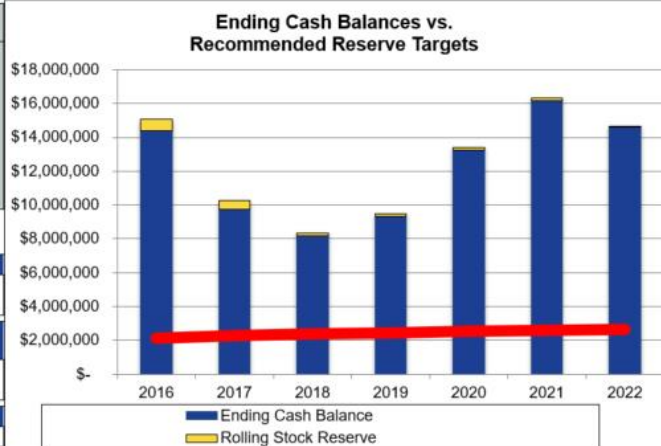
NBS Recommended Rate Increases -- 9m ccf in Water Consumption							
Reserve Excess/(Shortfall)	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
To Solvency	\$ 14,417,813	\$ 9,762,612	\$ 8,180,027	\$ 9,328,257	\$ 13,254,176	\$ 16,177,478	\$ 14,622,656
To Reserve Target	\$ 12,271,999	\$ 7,461,368	\$ 5,806,550	\$ 6,878,418	\$ 10,723,729	\$ 13,589,220	\$ 11,962,400

Annual Budget Adjustment Requirement							
To Maintain Solvency	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
To Achieve Reserve Target	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Annual Rate Increases							
Recommended Increases	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
	0%	5%	5%	5%	5%	5%	2%



Due to Water Consumption Expectation Changes, the NBS Recommend Rate For FY2016/17 needs to be resultant not input.

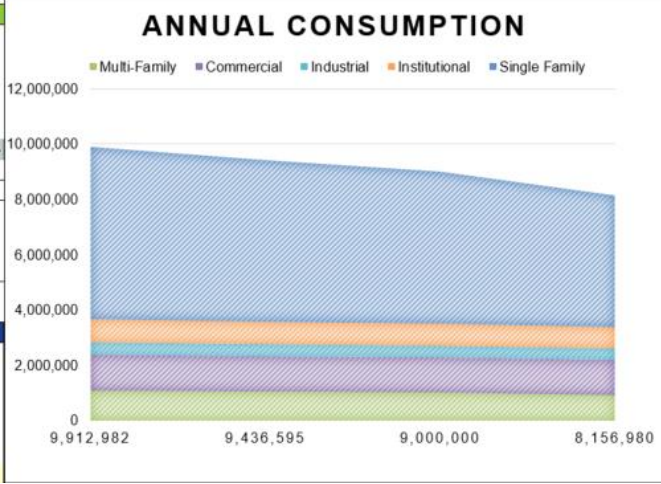
Customer Class	Option 1	Option 2	Option 3	Option 4
	2011-2015 Water Consumption	2013-2015 Water Consumption	March 2015-Feb 2016 Water Consumption	9m ccf in Water Consumption
Single Family	9,912,982	9,436,595	4,761,746	5,479,150
Multi-Family	6,245,179	5,850,689	939,921	1,004,553
Commercial	1,314,156	1,299,117	1,251,918	1,283,013
Industrial	435,694	430,708	415,060	425,369
Institutional	827,526	818,056	788,335	807,915
<b>Total</b>	<b>9,912,982</b>	<b>9,436,595</b>	<b>8,156,980</b>	<b>9,000,000</b>

Reference Table: Expd. Rev.	Residential
Option 1	\$ 14,008,000
Option 2	\$ 13,424,649
Option 3	\$ 11,814,375
Option 4	\$ 12,875,236

Budget & Rate Increase					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
<b>Option 1 (Base Assumptions, 2011-2015 Water Consumption)</b>					
Rate Revenue					
Residential Revenue	\$ 14,008,000	\$ 14,051,549	\$ 14,096,467	\$ 14,142,757	\$ 14,190,416
Commercial Revenue	\$ 6,592,000	\$ 6,612,493	\$ 6,633,632	\$ 6,655,415	\$ 6,677,843
Rate % Increase	5.0%	5.0%	5.0%	5.0%	5.0%
105%		110%	116%	122%	128%
Revenue from % Increase	\$ 1,030,000	\$ 2,118,064	\$ 3,267,582	\$ 4,482,136	\$ 5,765,515
					<b>\$ 16,663,297</b>



## TASK 6. CREATE LONG-RANGE FINANCIAL PLAN DOCUMENT

**6.1 Prepare Draft and Final LRFP Documents** – NBS would prepare an LRFP document that summarizes the specific items identified on pages five and six of the District’s RFP, along with the various components of the LRFP. Draft and final documents will be submitted for review by District staff.

Sufficient information will be provided in the report for District staff, Board, and the public to review and understand the study and its results. Tables, graphs, and charts will be used as appropriate, but the emphasis will be on providing a clear, concise, and understandable report that will provide the District with a thorough administrative record that addresses:

- Findings and recommendations.
- Overall study methodology.
- Key figures and tables that best summarize key aspects and results of the study.

Specific sections in the LRFP document may include the following:

- **Executive Summary** – This would provide an overview of the study and the key conclusions and recommendations, including trends, alternative funding strategies, rate increases, and the variability of revenues and expenses.
- **Summary of Existing Plans and Reports** – The various documents that were reviewed and/or provided information used in the LRFP will be summarized along with their level of importance in the LRFP.
- **Summary of Financial Policies** – During the course of preparing the LRFP, existing policies will be examined and as needed, new policies created. A formal summary of these policies will be provided as documentation of this work with key observations noted.
- **Baseline Assumptions** – As a result of the overall LRFP work, a set of baseline assumptions will be identified that will be cooperatively developed with District staff.
  - *Water Sales Projections* – Since this is a critical factor in the LRFP, we will highlight the baseline water sales projects, along with comments on the key factors considered in developing this projection.
  - *Impacts of Conservation* – The results of the scenario analyses that focuses on conservation impacts will be outlined and the key assumptions in the baseline consumption projections will be discussed.
- **Summary of 10-year Financial Forecast** – The results of the LRFP analysis with regard to the 10-year forecast will be explained, including the key rationale for various assumptions and outcomes.
- **Summary of Liquidity Model** – Similar to the description of the 10-year financial forecast, the liquidity model will be explained and the purposes and intended uses of this model discussed.
- **Capital Financing Plan** – Based on the LRFP analysis, including scenario and sensitivity analyses, a recommended capital financing plan will be presented and discussed. Various debt scenarios will be prepared and presented by NBS’ registered Municipal Advisor Representative.
- **Summary of Strategies Developed** – As a result of the LRFP analysis, NBS and District staff will develop a sense of the key strategies that should be recommended. The rationale for these strategies will be summarized in this section.
- **Conclusions and Recommendations** – This section outlines the conclusions and recommendations of the LRFP study and provides a specific action plan to follow and recommendations for future updates.
- **Appendices** – While the body of the LRFP document will provide an overview of the study and results, the appendices will be used to document the detailed analyses and results that would bog down the main body of the report.

We will provide a draft report for the District’s review and comment. Once we have received the District’s comments<sup>2</sup>, we will incorporate those comments into a final report.

**Deliverables:** Draft and final LRFP documents (electronic file in Microsoft Word format).

**6.2 Meetings and Monthly Reporting** – Our proposal includes the following meetings and reporting:

- The suggested three in-person meetings with District staff (kick-off, milestone review, final report review).
- Two meetings with MSWD’s Board members.
- Monthly progress reports (submitted with monthly invoices) that cover accomplishments in the billing period, schedule update, planned accomplishments in the next billing period, and concerns and/or potential issue that could affect the scope, schedule, or budget.

**Deliverables:** Meetings and reporting as noted above.

## ADDITIONAL HOURS OF SENIOR MANAGER

NBS has included the additional hours for the senior manager for miscellaneous other assignments, which will equal five percent (5%) of the total project costs. These additional hours are included in the cost proposal.

## PROJECT HOURS BY TASK

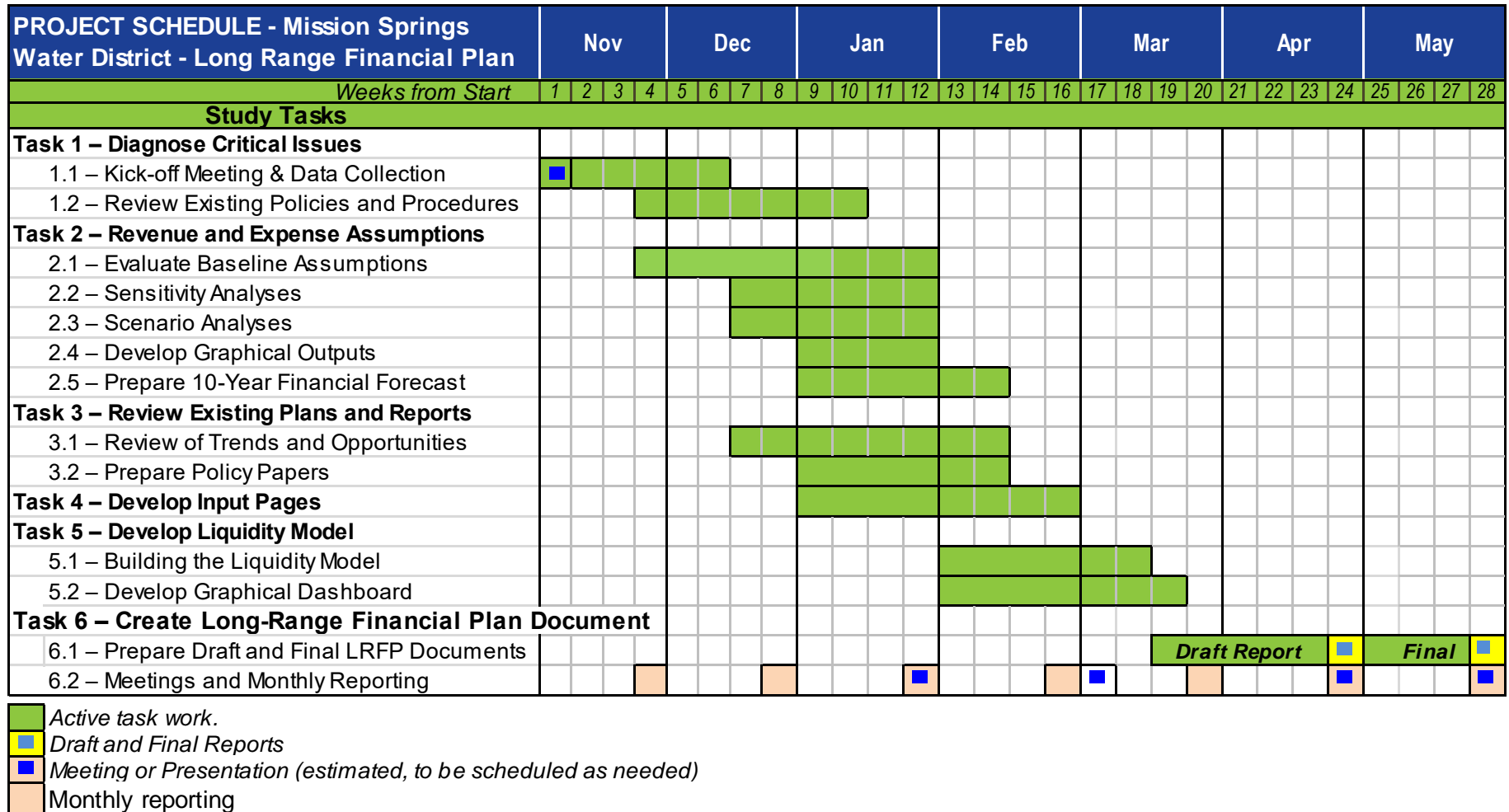
The following are the estimated hours by team member for individual tasks.

Estimated Hours by Task						
Long Range Financial Plan Study Tasks	Consultant Labor (Hours)					
	Project Manager (Clumpner)	Senior Reviewer (Highstreet)	MA Rep (Mares)	Consultants (Bou & Taylor)	Analyst (Hoening)	Consultant Labor (Hrs.)
Task 1 – Diagnose Critical Issues						
1.1 – Kick-off Meeting <sup>1</sup> & Data Collection	12.0	1.0	1.0	16.0	12.0	42.0
1.2 – Review Existing Policies and Procedures	20.0	1.0	1.0	16.0	2.0	40.0
Task 2 – Revenue and Expense Assumptions						
2.1 – Evaluate Baseline Assumptions	16.0	2.0	n.a.	16.0	4.0	38.0
2.2 – Sensitivity Analyses	12.0	2.0	n.a.	24.0	2.0	40.0
2.3 – Scenario Analyses	12.0	2.0	n.a.	24.0	2.0	40.0
2.4 – Develop Graphical Outputs	8.0	1.0	n.a.	12.0	4.0	25.0
2.5 – Prepare 10-Year Financial Forecast	12.0	2.0	4.0	20.0	-	38.0
Task 3 – Review Existing Plans and Reports						
3.1 – Review of Trends and Opportunities	24.0	4.0	2.0	24.0	-	54.0
3.2 – Prepare Policy Papers	36.0	10.0	10.0	24.0	-	80.0
Task 4 – Develop Input Pages	4.0	2.0	n.a.	16.0	-	22.0
Task 5 – Develop Liquidity Model						
5.1 – Building the Liquidity Model	16.0	1.0	6.0	30.0	-	53.0
5.2 – Develop Graphical Dashboard	12.0	2.0	1.0	24.0	-	39.0
Task 6 – Create Long-Range Financial Plan Document						
6.1 – Prepare Draft and Final LRFP Documents	36.0	6.0	4.0	24.0	-	70.0
6.2 – Meetings <sup>1</sup> and Monthly Reporting	40.0	2.0	4.0	20.0	-	66.0
Task 7 – Project Schedule for MSWD	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.
Task 8 – Additional Hours for Senior Manager	29.0	n.a.	n.a.	n.a.	n.a.	29.0
<b>LRFP Study Task Totals</b>	<b>289.0</b>	<b>38.0</b>	<b>33.0</b>	<b>290.0</b>	<b>26.0</b>	<b>676.0</b>

<sup>2</sup> We assume District staff’s comments will be in an electronic Microsoft Word file using track-changes mode.

### PROJECT SCHEDULE FOR MISSION SPRINGS WATER DISTRICT

The following is an overview of our proposed project schedule. We will discuss a detailed schedule at the kick-off meeting, along with the expected timing for individual tasks.



## 6 | COST SHEET / FEE

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As requested in the RFP, the Cost Sheet has been included under a separate cover.

## APPENDICES

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The appendices contain:

- Appendix A: Full resumes for our proposed project team
- Appendix B: Additions or Exceptions
- Appendix C: Municipal Advisor Disclosure

## APPENDIX A | PROJECT TEAM RESUMES

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## TEAM RESUME

## GREG CLUMPNER | Senior Review



## EDUCATION

- Master of Science, Agricultural/Managerial Economics, U.C. Davis
- Bachelor of Science, Environmental Planning, U.C. Davis

## AFFILIATIONS

- Former Vice-Chair, City of Davis Utility Rate Advisory Committee
- Former Chairman, City of Davis Planning Commission

## SPEAKING / MEDIA

- “Tiered Water Rates – Understanding Their Equity and Impact on Customer Bills” – Journal of AWWA, September 2019, Volume 111, Number 9
- “Avoiding Billing Debacles Around New Water or Sewer Rates” – Journal of AWWA, March 2019, Vol. 111, No. 3
- “Changing Perspectives on Outside Surcharges: Understanding New Criteria” – Journal of AWWA, January 2019, Vol. 111, No. 1
- “Social Justice and Water Rates: Impacts of Rate Design on Low-Income Customers” – Journal of AWWA, July 2018, Vol. 110, No 7
- “Setting the Stage for Water Rates: Policy Direction Should Be A Priority”, CSMFO Magazine, November 2016
- “Rates, Fees and Charges in the Post-Proposition 13, 218 and 26 ERA in California” – NBS Publication, Contributing Author, 2014
- “Fiscal Health vs. Pricing for Conservation” – ACWA Fall Conf., Indian Wells, CA, December 2015

## HIGHLIGHTS

Greg Clumpner has 40 years of experience in financial, economic, and cost-of-service rate analyses for municipal water, sewer and solid waste agencies, including broader management consulting:

- **Utility Cost-of-Service Rate Studies:** 400+ cost-of-service analyses and rate design studies; conservation-oriented water rates, capital improvement funding strategies for water, sewer and solid waste utilities
- **Management Consulting and Strategic Planning:** Feasibility analyses of municipal vs. private system operations, system valuations and acquisitions, and bond feasibility studies.

## RELEVANT PROJECT EXPERIENCE

- **City of Redding – Water, Sewer, and Solid Waste Rate and Impact Fee Studies:** Cost-of-service study of water, sewer, and solid waste rate and system capacity charges. Addressed policies, rate structure and worked with the City Council-appointed Citizens Advisory Group.
- **Desert Water Agency – Water, Sewer Rate and Capacity Fee Studies:** Rate consulting services to DWA included water and sewer rates, capacity fees, and special assignments such as advice regarding operational disputes with Indian tribal water rights. Work products have included detailed financial plans, rate design, cash vs. debt funding scenarios, analysis of water consumption trends related to conservation and Covid-19 impacts.
- **Pajaro Sunny Mesa CSD, Monterey – Water Rate Study:** The CSD has nine separate water systems, each with separate rates. This study developed a uniform and combined rate structure for the CSD that met CSD policy objectives and Prop 218 requirements for fairness and equity.
- **Los Angeles Department of Water & Power (LADWP) – Specialized Studies:** As a part of the 2018-19 interim rate review for LADWP under contract with Navigant Consultants (now Guidehouse), prepared evaluations of: (1) Analysis of how demand forecasting methodologies are used for financial planning and rate-setting purposes; (2) Review of temperature zones and water rate impacts to determine whether climate-change adjustments to temperature zone boundaries would change customer water budgets, and; (3) stormwater benefit cost analysis reviewed the feasibility of specific projects.
- **City of Santa Paula – Water and Sewer Rate Study:** This study included meeting future funding requirements, evaluating issues surrounding the City’s purchase of its wastewater treatment plant, drought impacts, and generally improving rate design to be fairer and more equitable. Residential sewer rates were restructured to create volumetric charges based on average winter water use on a customer-by-customer basis.



## EDUCATION

- Master of Science, Agricultural Economics, UC Davis
- Bachelor of Science, Agricultural Business Management, California State University, San Luis Obispo

## AFFILIATIONS

- Project Management Professional (2002, No. 52367)
- American Water Works Association (AWWA), Member

## PROJECTS | CONT.

- **City of Tracy, Tracy, CA – Sewer Rate Studies:** Has prepared sewer rate updates for the City of Tracy since 1979. Originally done to satisfy SRF requirements, more recent updates focused on cost of service studies.
- **Senior Consultant, San Mateo Clean Water Program, San Mateo, CA.** Overseeing the preparation of the State Revolving Fund loan applications for the \$800M Clean Water Program. These efforts include developing a financial model to evaluate funding scenarios and preparing the application packages.
- **Project Economist, Wastewater Master Plan, Laguna County Sanitation District, Santa Barbara, CA.** Prepared a financial model that estimated user charges and demand fees for various capital improvement scenarios. The model's financial dashboard could vary in growth, timing of projects, escalation rates, financing terms, and rate structure alternatives to develop the appropriate master plan for the District.

## HIGHLIGHTS

After retiring from Jacobs Engineering as a senior vice-president last fall, Allan Highstreet has since joined NBS as a technical consultant with the highest level of expertise in water-related financial analyses.

Allan is a senior economist with 41 years of experience in financial planning for water, wastewater, and stormwater utilities, including rate studies, project funding, and cost allocations. He has performed economic assessments, cost analyses, finance plans, and rate studies, including preparing loan applications and related documents for many municipal clients.

## RELEVANT PROJECT EXPERIENCE

- **Rowland Water District – Water and Recycled Water Rate Study.** Update water and recycled water rates. Proposed a minor increase in order to fund maintenance of the water system. Update the cost-based rates and drought rates to coincide with the District's Water Shortage Contingency. Objectives for the recycled water system: develop a method for allocating costs in the District's budget to the potable and recycled water systems, establish a financial plan to have recycled water customers bear a greater percentage of their costs.
- **Project Economist, Groundwater Recovery Enhancement and Treatment Program, City of Oxnard, CA.** Prepared a Title 16 feasibility study to obtain a \$20 million grant from U.S. Bureau of Reclamation. This project comprised of a recycled water treatment, conveyance, and injection. Tasks included providing recycled water for groundwater injection and irrigation that would enable the City to build groundwater credits through injection and obtain groundwater allocations from agricultural users who would use recycled water in lieu of groundwater. Allocations and credits could then be used to make up the City's water supply deficit.
- **Project Economist, Finance Planning Framework, California Water Plan, California Department of Water Resources, CA.** Assisting in preparing the Finance Planning Framework for the 2013 and 2018 California Water Plan. The effort includes describing the current financial setting, developing approaches to prioritizing investments, and developing a menu of available financing strategies.
- **Merced Irrigation District, Merced, CA – Water Cost of Service Study:** Prepared a cost-of-service study that estimated user charges and fees for the water deliveries within the District. Also prepared the Proposition 218 material for the vote to enact the rates.
- **Byron Bethany Irrigation District, Byron, CA – Water Cost of Service Study:** Prepared a cost-of-service study that estimated user charges for the water deliveries within the District. Also prepared the Proposition 218 material for the vote to enact the rates.
- **Westlands Water District, CA – Evaluating Land Based Assessments:** Led an evaluation of possible land based assessments in the District, then prepared an Engineers Report to implement a benefit assessment for the District.
- **Oakdale Irrigation District, Oakdale, CA – Water Rate Study:** Prepared a cost-of-service study that estimated user charges for the water deliveries within the District. This study moved the District from a flat rate to tiered volumetric rates to comply with the Water Conservation Act of 2009 (SBx 7-7). Also prepared the Proposition 218 material for the vote to enact rates.

TEAM RESUME

# JORDAN TAYLOR | Utility Rate Consultant



## EDUCATION

- Master of Business Administration, Finance, University of Redlands
- Bachelor of Science, Chemistry, University of Utah, Salt Lake City

## HIGHLIGHTS

- Extensive experience in large-scale data analysis
- Advanced Excel user with the essential skills for complex data analysis and alternative scenario analysis
- More than ten years of accounting experience for large and small businesses
- Experienced consultant with water, sewer and solid waste rate structures
- Experienced consultant with budget management, financial planning and reserve fund analysis



*“Jordan has been great to work with on our Five-Year Water and Wastewater Rate Study. She is professional and very responsive to our requests from making last minute updates to the rate model to brainstorming alternative solutions with us.”*

*Sunny Wang  
Water Resources Manager  
City of Santa Monica*



## BIOGRAPHY

Jordan Taylor is a Consultant at NBS in our Utility Rate group. She brings more than ten years of experience in finance, accounting, budget planning and system auditing. Jordan graduated with high honors in her Master’s program and spent most of her studies focusing on large-scale financial analysis and data management.

Jordan provides analysis and support on water and sewer utility rate studies for cities and special districts in California. She performs various financial analyses, data management, and utility customer data analysis for utility rate and capacity fee studies. Jordan’s diverse knowledge of managerial accounting is essential to the work performed by NBS.

## RELEVANT PROJECT EXPERIENCE

- **Costa Mesa Sanitary District – Solid Waste Rate Study:** This comprehensive rate study included development of a long-term financial plan that evaluated funding options to reduce the annual operating deficit over a five-year period. An evaluation of the District’s solid waste rates, and updated rates were calculated for the three cart sizes that are used by customers in the District and a five-year rate schedule was adopted.
- **Hidden Valley Lakes Community Services District – Water/Sewer Rates & Capacity Fee Study:** Completed an updated water and sewer cost of service study, based on a previous 2015 study conducted by NBS. A key part of this study was addressing significant capital improvement projects and drought-related changes in water consumption patterns. Major tasks included reviewing financial/rate setting policies, preparing financial plans, updating the cost of service analysis, and evaluating alternative rate designs.
- **Idyllwild Water District – Water and Sewer Rate Study:** Prepared water and sewer rate studies, which included developing long-term financial plans that allowed the District to begin funding capital improvement programs for both utilities, and maintain adequate reserves to meet established reserve fund policies. Updated the water rate structure to provide more revenue stability for the District, and implement a cost-based tiered volumetric rate.
- **City of Madera Water, Wastewater, Storm Drainage and Solid Waste Rate Studies:** Completed an updated water and sewer cost of service study, based on a previous 2015 study conducted by NBS. A key part of this study was addressing significant capital improvement projects and drought-related changes in water consumption patterns. Major tasks included reviewing financial/rate setting policies, preparing financial plans, updating the cost of service analysis, and evaluating alternative rate designs.

## TEAM RESUME

## ALICE BOU | Utility Rate Consultant



## EDUCATION

- Bachelor of Arts, University of California San Diego, La Jolla

## HIGHLIGHTS

- Two decades of financial, accounting and risk management experience
- Extensive experience in financial reporting, risk management analysis, budget management and development of accounting policies and procedures
- In-depth experience as a finance manager, consultant and controller in private industry
- Supports project teams completing public utility rate and fee studies in performing large-scale data analysis, financial modeling and rate analysis

## BIOGRAPHY

Alice Bou is a Consultant in our Utility Rate and Fee group. She is an accomplished finance professional with proven success in the oversight of management accounting and business analysis. Alice has two decades of experience working in accounting and financial management, performing data analysis, variance analysis, budgeting and forecasting, financial modeling, and managerial reporting. She has also developed detailed procedures and systems documentation with a focus on productivity, data integrity and functionality to promote transparency of all finance and accounting functions across all departments of the entire organization. Alice's diverse experience is essential to the work performed by NBS.

As a member of the NBS team, Alice assists in the preparation of financial plans, cost of service, rate, and fee design analysis for our public utility clients. She reviews financial statements, budgets, capital improvement plans, operational data, and customer billing information for use in public utility rate and fee studies. Alice adds value to our team with her exceptional strategic financial planning and analytical skills.

## RELEVANT PROJECT EXPERIENCE

- **LADWP – Water Temperature Zone Analysis:** LADWP uses four-tiered water-budget based volumetric rates based on lot size and temperature zones. As part of LADWP's Interim Rate Review, evaluated previous temperature zone assignments, evaluated customer bill impacts related to the existing temperature zones. Prepared an analysis of recent trends related to the number of customers, water use, and water bills by zone, tier, and lot size over the last five years. The primary focus of this study was to see if recent changes in temperature data as defined by LADWP's current temperature zones warranted changing the customers assigned to each temperature zone, or the criteria used to define each zone.
- **Desert Water Agency – Water, Sewer Rate and Capacity Fee Studies:** Rate consulting services to DWA included water and sewer rates, capacity fees, and special assignments such as advice regarding operational disputes with Indian tribal water rights. Work products have included detailed financial plans, rate design, cash vs. debt funding scenarios, analysis of water consumption trends related to conservation and Covid-19 impacts.
- **City of Redding – Water and Sewer Rate Study:** Updated the City's rates, including long-term financial plans to incorporate funding capital improvements estimated at \$97.2 million and reviewed alternative rate structures.



*“Thanks Alice, we certainly appreciate your patience, persistence, thoroughness, and ability to adapt on the fly! I believe our final product and recommended actions turned out very well.”*

*Doug Mathews  
Director of Public Works &  
Water, City of Victorville*



## TEAM RESUME

## Evan Hoenig | Project Analyst



## EDUCATION

- Bachelor of Science, Business Administration - Management, California State University, San Marcos

## HIGHLIGHTS

- Three years of public budget development and administration, professional-level research, project management, and financial analysis
- More than 12 years of compliance management

## AFFILIATIONS / AWARDS

- California Parks and Recreation Society (CPRS) - District 12 "Parks Make Life Better Spotlight – Event" Award Recipient, 2022

## BIOGRAPHY

Evan Hoenig is a Project Analyst at NBS where he assists in the formation and administration of various types of Special Financing Districts (SFDs). He performs large-scale data analysis and validation, and researches fee comparisons. Evan has more than a decade of compliance management experience, as well as public budget development and administration, research, project management and financial analysis experience. He has extensive skills in analytical software, databases, and spreadsheets.

## RELEVANT PROJECT EXPERIENCE

Evan has consulted and served on many projects, including the following:

- **GEMT Supplemental Reimbursement Program – FY18-19, FY19-20, and FY 20-21:** Conducted detailed cost allocation, indirect cost rates, large database management, and time on task estimates. Submitted final cost reports to the State of California for review and approval.
- **Contra Costa County – Environmental Health Fee & Hazmat Comparison:** Completed a Fee Comparison for Environmental Health & Hazmat fees. Evan's role on this project included fee research, data collection, database management and analysis.
- **San Jacinto – Cost Estimation Tool:** Provided in-depth research and analysis on capital assets and improvements, interpreted and organized data, and assigned and evaluated costs.
- **City of Fairfield – Lighting, Landscape, and Maintenance Districts ("LLMD"):** Established databases of over 6,800 parcels within nine LLMDs using County Assessor data as well as other available resources. Conducted general and special benefit analyses, and utilized parcel data to calculate the resulting assessments.

## APPENDIX B | ADDITIONS OR EXCEPTIONS

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NBS accepts the terms, conditions and general form of the Mission Springs Water District Agreement for Professional Services.

## APPENDIX C | MUNICIPAL ADVISOR DISCLOSURE

### Disclosure of Conflicts of Interest and Legal or Disciplinary Events

Pursuant to the Municipal Securities Rulemaking Board (“MSRB”) Rule G-42 on Duties of Non-Solicitor Municipal Advisors, Municipal Advisors are required to make certain written disclosures to clients and potential clients which include, amongst other things, Conflicts of Interest and any Legal or Disciplinary events of NBS Government Finance Group (“NBS”) and its associated persons.

#### CONFLICTS OF INTEREST

##### Compensation

NBS represents that in connection with the issuance of municipal securities, NBS may receive compensation from an Issuer or Obligated Person for services rendered. Any such compensation may be contingent upon the successful closing of a transaction and/or is based on the size of a transaction. Consistent with the requirements of MSRB Rule G-42, NBS hereby discloses that such contingent and/or transactional compensation may present a potential conflict of interest regarding NBS’ ability to provide unbiased advice to enter into such transaction. This conflict of interest does not impair NBS’ ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

It should be noted that other forms of compensation (i.e., hourly or fixed-fee based) may also present a potential conflict of interest regarding NBS’ ability to provide advice regarding a municipal security transaction. These other potential conflicts of interest will not impair NBS’ ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

The fee paid to NBS increases the cost of investment to your agency. The increased cost occurs from compensating NBS for municipal advisory services provided.

##### Other Municipal Advisor Relationships

NBS serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another NBS client. For example, NBS serves as Municipal Advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to your agency. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, NBS could potentially face a conflict of interest arising from these competing client interests. NBS fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with your agency.

If NBS becomes aware of any additional potential or actual conflict of interest after this disclosure, NBS will disclose the detailed information in writing to the issuer or obligated person in a timely manner.

#### LEGAL OR DISCIPLINARY EVENTS

NBS does not have any legal events or disciplinary history on NBS’ Form MA and Form MA-I, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations, and civil litigation. The Issuer may electronically access NBS’ most recent Form MA and each most recent Form MA-I filed with the Commission at the following website: [www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html).

There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC. If any material legal or regulatory action is brought against NBS, NBS will provide complete disclosure to the Issuer in detail allowing the Issuer to evaluate NBS, its management and personnel.

Pursuant to Municipal Securities Rulemaking Board Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following:

- NBS is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board.
- Within the MSRB website at [www.msrb.org](http://www.msrb.org), the Municipal Advisory client brochure that is posted on the MSRB website may be obtained. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.



# RE: MSWD Request for Proposal

LONG-RANGE FINANCIAL PLAN

MICHAEL DEKERMENJIAN, MANAGING PARTNER





## Table of Contents

1) COVER PAGE	2
2) COVER LETTER	3
3) STATEMENT OF EXPERIENCE	4
4) PROPOSED STAFFING AND PROJECT ORGANIZATION:	5
5) PROJECT UNDERSTANDING:	5
6) SCOPE OF SERVICES:	7
7) APPENDIX:	9



## 1) Cover Page

- Name of Business/Company: StragFin
- Business/Company Address: Glendale CA, 91214
- Telephone Number(s): (818) 698-2333
- E-mail Address: Michael.Dekermenjian@StragFin.com
- Website Address: www.stragfin.com
- Federal Tax ID Number: 85-4039358
- Type of Business: S-Corp
- Number of Years in Business: 2+ Years
- Name, title, telephone number and if different, address of person(s) authorized to represent business entity: Michael Dekermenjian, Managing Partner, (323) 715-8127
- Name, title, telephone number and if different, address of person(s) authorized to sign contracts for the business entity: Michael Dekermenjian, Managing Partner, (323) 715-8127



## 2) Cover Letter

September 22, 2022

Michael Dekermenjian  
 Managing Partner  
 StragFin  
 Glendale CA 91214

### **Re: MSWD Request for Proposal – StragFin Long-Range Financial Plan**

Dear Arturo Ceja:

After seeing your Request for Proposal (RFP), StragFin is very excited about the opportunity to partner with Mission Springs Water District (MSWD or District) to create a long-range financial plan that will make a lasting impact on financial performance. We understand your need for effective planning during a period of significant capital deployment initiatives and evolving economic and market conditions.

To provide you with a brief background on the company and myself, I founded StragFin in 2020 and have worked on every project since the company was founded. We are an independent advisory firm that specializes in not-for-profit institutions and local & state agencies providing finance and strategy services vital to improving financial strength in an ever-changing business environment.

Between our passion and dedication to client success, I am confident we can support MSWD through the District's long-term fiscal sustainability. We understand the importance of integrated financial planning surrounding operations, reserves, debt service coverage, capital improvements, and liquidity strength (days cash on hand). This integrated planning approach serves as the key foundational basis that helps maximize long-term financial strength.

StragFin is enthusiastic at the prospect of partnering with MSWD. We thank you for your time and consideration throughout this process

Sincerely,

Michael Dekermenjian; September 22, 2022



### 3) Statement of Experience

Below you will find a summary of the company's similar work, strength & stability, staffing capability, and workload that demonstrate our ability as a prospective consultant to perform and excel at the required services. Our experience and success with non-profit institutions and local municipal finances combined with past work that aligns very closely to the scope of services MSWD is seeking position us as the best choice to complete the work.

All work will be performed by StragFin; we don't anticipate any sub-consulting firms that will work on this project.

#### Similar Work

Since the company was founded in 2020, StragFin has offered its defined and structured scope of services to various local municipalities and non-for-profit institutions. With both sectors having a very similar financial operating structure and profile to local utility finances, we are confident our experience gives us the ability to complete the scope of services outlined by MSWD. As with all not-for-profit institutions, upon completion of the work, our goal is to create a pathway that optimizes financial strength while providing the best service to the District's community. As part of our response to the RFP, we will be including a sample of our work in the appendix.

#### Strength and Stability of StragFin

The company has continued to grow at an increasing pace since its founding in 2020. Each project StragFin has been engaged on was completed successfully and have exceeded client expectations. StragFin strives to excel and provide exceptional service to all our clients. As part of this mission, we are very selective when taking on consulting projects and only offer our services to clients that will earn the most benefit from our work and expertise. This has allowed StragFin to maintain an optimal workload throughout the year and ensure the company maintains its stability and strength.

#### Staffing Capability & Workload

If StragFin is awarded the contract, we will be available to kick-off the project on or after November 14, 2022. This timeline will ensure optimum workload levels are attained prior to beginning work.



#### 4) Proposed Staffing and Project Organization:

Project Team

Michael Dekermenjian, Managing Partner

#### 5) Project Understanding:

Our experience and success with non-profit institutions and local municipal finances combined with past work that aligns very closely to the scope of services MSWD is seeking position us as the best choice to complete the work.

Objective 1: Discussion of fiscal issues and potential opportunities

Deliverable 1: Historical financial profile assessment with commentary identifying (a) deteriorating financial metrics, (2) liquidity profile, (3) debt profile (sample work product in appendix)

Objective 2: Establish fiscal policies and goals (including recommended amount of designated funds)

Deliverable 2: Capital planning analysis involving identification of capital needs and funding requirements for optimal deployment

Objective 3: Examine fiscal trends

Deliverable 3: Commentary summarizing historical, current, and future trends related to evolving market conditions and the corresponding effect on the District's financial metrics

Objective 4: Produce a ten-year financial forecast of MSWD's net revenues and debt service coverage that builds on the Integrated Water and Sewer Rate and Fee Study completed in 2015.

Deliverable 4: Fully integrated 3-statement financials showing 10-year projections derived from the ten-year projections model developed based on revenue, cost, and volumes assumptions determined through discussions with the District's senior management team (sample work product in appendix)

Objective 5: Provide for optimal strategies (mix of cash/debt) for capital funding. Note: MSWD's typical past practice has been to support on-going refurbishment and replacement on a pay-as-you-go basis and to fund large one-time projects with capital impact fees and debt.

Deliverable 5: Capital position analysis (sample work product in appendix)



Objective 6: Prepare multiple scenarios that evaluate among other things, alternative funding strategies, rate increases, and the variability of key revenues and expenses

Deliverable 6: Scenario and sensitivity analysis showing the impact of changes in assumptions and variables to key financial metrics

Objective 7: Develop user friendly cash flow model to forecast MSWD's liquidity and liquidity requirements.

Deliverable 7: Develop a 30-year projection forecasting cash flow, fund balance, debt service and debt service coverage ratio to identify debt financing needed



## 6) Scope of Services:

As part of the project, StragFin will provide the following services:

Task	Consulting Services	Duration
	<b>Long Range Financial Planning</b>	<b>26 Weeks</b>
<b>Phase I</b>		<b>7 Weeks</b>
Task 1	Understand the impact to current operations, market area, and the industry	2 Weeks
Task 2	Historical Credit Profile assessment; measuring key financial metrics	2 Weeks
Task 3	Capital Planning Analysis	2 Weeks
3a	Assess historical capex spend by product category	
3b	Understand the average age of equipment and the replacement cycle	
3c	Determine maintenance capital required	
3d	Align short-term / long-term needs with the organization's strategy to determine optimal timing of capital deployment	
Task 4	Assess affordability and optimal funding options	1 Week
<b>Phase II</b>		<b>19 Weeks</b>
Task 5	Build 10-year financial projections driven by key assumptions arrived through discussions with client's senior exec team.	5 Weeks
Task 6	Develop and ensure key projection assumptions align with the company's future targets and initiatives.	1 Week
Task 7	Development of projected credit profile and comparison to historical assessment.	1 Week
Task 8	Incremental Debt Capacity analysis based on cash flow and balance sheet approach.	4 Weeks
Task 9	10-year Capital position analysis to be based on projections; will provide insight into expected surplus or shortfall of cash based on the company's projections; show scenarios for different levels of (1) Capital spend, (2) Debt Issuance	3 Weeks
Task 10	Develop a Liquidity Model to accommodate a 30-year time horizon that.	2 Weeks
Task 11	Scenario Analysis illustrating the impact of debt issuance, varying levels of capital spend, and profitability improvement initiatives to future financial health/position of the company	3 Weeks
Task 12	Create Long-Range Finance Plan Document	1 Week



The Services do not include (i) audit, legal, tax, environmental, accounting, actuarial, employee benefits, insurance advice or similar specialist and other professional services which are typically outsourced and which shall be obtained directly where required by the Client at Client’s expense; or (ii) investment banking, including valuation or securities analysis, including advising any party or representation of the Client on the purchase, sale or exchange of securities or representation of the Client in securities transactions. StragFin is not a registered broker-dealer in any jurisdiction and will not offer advice or its opinion or any testimony on valuation or exchanges of securities or on any matter for which StragFin is not appropriately licensed or accredited. An affiliate of StragFin is a broker-dealer but is not being engaged by the Client to provide any investment banking or broker-dealer services.

*Project Timing*

StragFin anticipates the scope of services described above will be completed over a 26-week period, assuming the timely availability of MSWD’s internal, State agency, and third-party data.

**StragFin Inc.**

Name: Michael Dekermenjian

Title: Managing Partner

Date: September 22, 2022

Signature: 





## 7) Appendix:

### *Sample work product*

- Financial Summary
- Capital Position Analysis
- Income Statement (5-Year Projections)
- Balance Sheet (5-Year Projections)
- Cash Flow Statement (5-Year Projections)



## Financial Summary (\$000's)



	Actual	Actual	Actual	Base	Projection Year					
	2017	2018	2019	2020	2021	2022	2023	2024	2025	
<b>Key Financial Metrics</b>										
Total Operating Revenue	\$870,489	\$943,715	\$996,674	\$1,031,137	\$1,051,602	\$1,093,015	\$1,136,182	\$1,181,183	\$1,228,100	
Operating Expenses	\$771,030	\$808,422	\$886,409	\$980,368	\$1,001,302	\$1,041,100	\$1,083,440	\$1,131,756	\$1,179,818	
Operating Income	\$99,459	\$135,293	\$110,265	\$50,769	\$50,300	\$51,915	\$52,743	\$49,427	\$48,282	
Net Income	\$177,118	\$214,617	\$178,221	\$129,801	\$115,800	\$119,225	\$121,822	\$120,409	\$121,299	
Cash Flow (Net Inc + Depr)	\$225,297	\$264,574	\$230,658	\$183,839	\$167,304	\$174,981	\$182,866	\$187,618	\$195,418	
<b>Margin Analysis</b>										
Operating Margin	11.4%	14.3%	11.1%	4.9%	4.8%	4.7%	4.6%	4.2%	3.9%	
Operating EBIDA Margin	17.7%	20.6%	17.1%	11.4%	12.0%	12.0%	12.0%	12.0%	12.0%	
<b>Liquidity Analysis</b>										
Unrestricted Cash	\$919,065	\$1,085,872	\$1,179,121	\$1,332,655	\$1,414,819	\$1,501,833	\$1,595,369	\$1,695,795	\$1,802,666	
Days Cash on Hand	464	523	516	527	544	556	570	583	595	
Cash to Debt	139.0%	167.2%	184.9%	214.5%	232.7%	253.1%	276.1%	300.6%	327.9%	
Days in Accounts Receivable	48.2	50.6	50.1	48.2	48.2	48.2	48.2	48.2	48.2	
<b>Debt Position</b>										
Total Debt	\$661,332	\$649,395	\$637,873	\$621,373	\$607,953	\$593,473	\$577,808	\$564,115	\$549,797	
Debt Service Coverage	16.6	16.9	11.7	7.5	5.0	5.1	5.7	5.4	5.4	
Debt to Cash Flow	2.9	2.5	2.8	3.4	3.6	3.4	3.2	3.0	2.8	
Debt to Capitalization	40.9%	36.9%	34.2%	31.9%	29.7%	27.6%	25.6%	23.9%	22.2%	
<b>Other Key Metrics</b>										
Capital Spending Ratio	245.7%	321.4%	436.2%	228.7%	135.9%	125.5%	114.7%	104.2%	94.4%	
Average Age of Plant	11.2	11.7	12.0	12.6	14.3	14.2	13.9	13.7	13.4	
Compensation Ratio	51.9%	49.9%	51.2%	52.5%	53.0%	52.8%	52.6%	52.3%	52.1%	

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7

## Capital Position Analysis (\$000's)



Uses of Cash	2021 - 2025	Sources of Cash	2021 - 2025
Capital Expenditures	\$350,000	FY2020 Unrestricted Cash	\$1,332,655
Principal Payments	\$71,576	Cash Flow from Operations	\$908,187
Working Capital	\$16,601	New Debt Issuance	\$0
Changes in Other Assets / Liabilities	\$0		
Target Year 5 Cash (550 Days)	\$1,666,120		
<b>Total Uses of Cash</b>	<b>\$2,104,297</b>	<b>Total Sources of Cash</b>	<b>\$2,240,843</b>

Estimated Total Surplus (Shortfall):	\$136,545
Average Annual Surplus (Shortfall):	\$27,309
Target Annual Cash Flow:	\$154,328
Projected Annual Cash Flow:	\$181,637

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8



## Income Statement (\$'000's)



	Actual 2017	Actual 2018	Actual 2019	Base 2020	Projection Year:				
					1 2021	2 2022	3 2023	4 2024	5 2025
<b>Total Operating Revenue</b>	<b>870,489</b>	<b>943,715</b>	<b>996,674</b>	<b>1,031,137</b>	<b>1,051,602</b>	<b>1,093,015</b>	<b>1,136,182</b>	<b>1,181,183</b>	<b>1,228,100</b>
Operating Expenses									
Salaries and Wages	361,133	376,906	408,142	432,807	445,791	461,461	477,681	494,472	511,853
Employee Benefits	90,283	94,226	102,036	108,202	111,448	115,365	119,420	123,618	127,963
Professional fees	111,990	120,569	133,807	170,994	157,786	161,757	165,827	169,999	174,276
Supplies	121,888	128,072	147,284	152,466	160,573	171,667	183,527	196,207	209,763
Depreciation & Amortization	48,179	49,957	52,437	54,038	51,504	55,757	61,043	67,208	74,120
Interest	6,697	9,011	8,024	12,879	23,938	23,308	22,585	25,279	25,203
Other Expense	30,860	29,681	34,679	48,982	50,261	51,785	53,356	54,974	56,641
<b>Total Operating Expenses</b>	<b>771,030</b>	<b>808,422</b>	<b>886,409</b>	<b>980,368</b>	<b>1,001,302</b>	<b>1,041,100</b>	<b>1,083,440</b>	<b>1,131,756</b>	<b>1,179,818</b>
<b>Excess of Revenue over Expenses from Operations</b>	<b>99,459</b>	<b>135,293</b>	<b>110,265</b>	<b>50,769</b>	<b>50,300</b>	<b>51,915</b>	<b>52,743</b>	<b>49,427</b>	<b>48,282</b>
Nonoperating Income									
Investment Income	63,465	58,663	54,269	40,854	27,323	29,132	30,902	32,804	34,838
Other Non-Operating	14,194	20,661	13,687	38,178	38,178	38,178	38,178	38,178	38,178
<b>Total Nonoperating Revenue</b>	<b>77,659</b>	<b>79,324</b>	<b>67,956</b>	<b>79,032</b>	<b>65,501</b>	<b>67,310</b>	<b>69,080</b>	<b>70,982</b>	<b>73,016</b>
<b>Excess of Revenue over Expenses</b>	<b>\$ 177,118</b>	<b>\$ 214,617</b>	<b>\$ 178,221</b>	<b>\$ 129,801</b>	<b>\$ 115,800</b>	<b>\$ 119,225</b>	<b>\$ 121,822</b>	<b>\$ 120,409</b>	<b>\$ 121,299</b>

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9

## Balance Sheet – Assets (\$'000's)



	Actual 2017	Actual 2018	Actual 2019	Base 2020	Projection Year:				
					1 2021	2 2022	3 2023	4 2024	5 2025
<b>Assets</b>									
<b>Current Assets</b>									
Cash	350,689	370,877	393,519	461,221	474,202	491,948	510,447	530,040	552,037
Current Portion Limited as to Use	13,133	20,963	23,778	26,495	26,495	26,495	26,495	26,495	26,495
Accounts Receivable Net of Reserves	110,005	124,914	130,702	129,485	132,416	137,757	143,327	148,730	155,198
Prepaid Expenses and Other	20,817	22,407	30,196	36,464	37,061	38,509	40,021	41,487	43,250
<b>Total Current Assets</b>	<b>494,644</b>	<b>539,161</b>	<b>578,195</b>	<b>653,665</b>	<b>670,174</b>	<b>694,709</b>	<b>720,290</b>	<b>746,752</b>	<b>776,980</b>
<b>Assets Limited as to Use</b>									
Trusted Assets	305,415	218,457	107,101	50,825	50,825	50,825	50,825	50,825	50,825
Temporary Restricted Cash	-	-	-	-	-	-	-	-	-
Permanent Restricted Cash	400	400	600	600	600	600	600	600	600
Board Designated Investments	568,376	714,995	785,602	871,434	940,617	1,009,885	1,084,921	1,165,755	1,250,629
<b>Total Assets Limited as to Use</b>	<b>874,191</b>	<b>933,852</b>	<b>893,303</b>	<b>922,859</b>	<b>992,042</b>	<b>1,061,310</b>	<b>1,136,346</b>	<b>1,217,180</b>	<b>1,302,054</b>
<b>Gross PP&amp;E</b>	<b>1,210,404</b>	<b>1,284,672</b>	<b>1,334,319</b>	<b>1,358,675</b>	<b>1,428,675</b>	<b>1,498,675</b>	<b>1,568,675</b>	<b>1,638,675</b>	<b>1,708,675</b>
Accumulated Depreciation	538,809	585,462	628,831	682,487	733,991	789,747	850,791	917,999	992,119
Construction in Progress	138,016	220,990	391,005	489,848	489,848	489,848	489,848	489,848	489,848
<b>PP&amp;E Net</b>	<b>809,611</b>	<b>920,200</b>	<b>1,096,493</b>	<b>1,166,036</b>	<b>1,184,532</b>	<b>1,198,776</b>	<b>1,207,732</b>	<b>1,210,524</b>	<b>1,206,404</b>
<b>Non-Current Assets</b>									
Investment in Subsidiaries	31,262	31,268	29,742	27,449	27,449	27,449	27,449	27,449	27,449
Other Long-Term Assets	67,793	86,068	80,043	107,664	107,664	107,664	107,664	107,664	107,664
<b>Total Non-Current Assets</b>	<b>99,055</b>	<b>117,336</b>	<b>109,785</b>	<b>135,113</b>	<b>135,113</b>	<b>135,113</b>	<b>135,113</b>	<b>135,113</b>	<b>135,113</b>
<b>Total Assets</b>	<b>\$ 2,277,501</b>	<b>\$ 2,510,549</b>	<b>\$ 2,677,776</b>	<b>\$ 2,877,673</b>	<b>\$ 2,981,861</b>	<b>\$ 3,089,907</b>	<b>\$ 3,199,482</b>	<b>\$ 3,309,569</b>	<b>\$ 3,420,551</b>

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10



## Balance Sheet – Liabilities & Net Assets (\$'000's)



	Actual 2017	Actual 2018	Actual 2019	Base 2020	Projection Year:					
					1 2021	2 2022	3 2023	4 2024	5 2025	
<b>Liabilities &amp; Net Assets</b>										
<b>Current Liabilities</b>										
Notes Payable - Line of Credit	-	-	-	-	-	-	-	-	-	-
Current Maturities of Debt	7,305	7,160	12,430	13,420	14,480	15,665	13,693	14,318	15,441	
A/P and Accrued Expenses	38,986	51,036	57,529	35,465	36,463	37,828	39,250	40,757	42,448	
Third Party Settlements	51,688	54,006	58,941	63,333	64,142	66,079	68,074	69,938	72,248	
Other Accrued Liabilities	26,897	33,312	32,809	109,197	109,197	109,197	109,197	109,197	109,197	
<b>Total Current Liabilities</b>	<b>124,876</b>	<b>145,514</b>	<b>161,709</b>	<b>221,415</b>	<b>224,282</b>	<b>228,769</b>	<b>230,214</b>	<b>234,210</b>	<b>239,334</b>	
<b>Non-Current Liabilities</b>										
Long-Term Debt	654,027	642,235	625,443	607,953	593,473	577,808	564,115	549,797	534,356	
Other Non-Current Liabilities	62,476	83,102	72,705	100,585	100,585	100,585	100,585	100,585	100,585	
<b>Total Non-Current Liabilities</b>	<b>716,503</b>	<b>725,337</b>	<b>698,148</b>	<b>708,538</b>	<b>694,058</b>	<b>678,393</b>	<b>664,700</b>	<b>650,382</b>	<b>634,941</b>	
<b>Total Liabilities</b>	<b>841,379</b>	<b>870,851</b>	<b>859,857</b>	<b>929,953</b>	<b>918,340</b>	<b>907,162</b>	<b>894,914</b>	<b>884,592</b>	<b>874,275</b>	
<b>Net Assets</b>										
Fund Balance (Unrestricted)	954,182	1,110,103	1,227,983	1,323,603	1,439,404	1,558,628	1,680,451	1,800,860	1,922,159	
Temporarily Restricted Fund Balance	466,827	510,225	565,721	595,488	595,488	595,488	595,488	595,488	595,488	
Permanently Restricted Net Assets	15,113	19,370	24,215	28,629	28,629	28,629	28,629	28,629	28,629	
<b>Total Net Assets</b>	<b>1,436,122</b>	<b>1,639,698</b>	<b>1,817,919</b>	<b>1,947,720</b>	<b>2,063,521</b>	<b>2,182,745</b>	<b>2,304,568</b>	<b>2,424,977</b>	<b>2,546,276</b>	
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 2,277,501</b>	<b>\$ 2,510,549</b>	<b>\$ 2,677,776</b>	<b>\$ 2,877,673</b>	<b>\$ 2,981,861</b>	<b>\$ 3,089,907</b>	<b>\$ 3,199,482</b>	<b>\$ 3,309,569</b>	<b>\$ 3,420,551</b>	

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11

## Cash Flow Statement (\$'000's)



	Actual 2017	Actual 2018	Actual 2019	Base 2020	Projection Year:					
					1 2021	2 2022	3 2023	4 2024	5 2025	
<b>Cash Flow Statement</b>										
<b>Sources of Cash:</b>										
Excess of Revenues over Expenses	-	-	-	-	-	-	-	-	-	-
from Operations	\$ 135,293	\$ 110,265	\$ 50,769	\$ 50,300	\$ 51,915	\$ 52,743	\$ 49,427	\$ 48,282	\$ 48,282	
Net Nonoperating Income, Excluding Interest Income and Expense	20,661	13,687	38,178	38,178	38,178	38,178	38,178	38,178	38,178	
Extraordinary Items, Transfers, and Other	-	-	-	-	-	-	-	-	-	
Items Not Affecting Working Capital:	-	-	-	-	-	-	-	-	-	
Depreciation	49,957	52,437	54,038	51,504	55,757	61,043	67,208	74,120		
Amortization	-	-	-	-	-	-	-	-		
Other	(8,696)	(2,846)	2,553	-	-	-	-	-		
Long Term Debt Proceeds	-	-	-	-	-	-	-	-		
<b>Total Sources of Cash</b>	<b>197,215</b>	<b>173,543</b>	<b>145,538</b>	<b>139,981</b>	<b>145,849</b>	<b>151,964</b>	<b>154,813</b>	<b>160,580</b>		
<b>Uses of Cash:</b>										
Change in Working Capital, Excluding Current Portion of Debt	(4,284)	2,652	(53,665)	1,721	3,487	3,665	3,498	4,230		
Additions to Property, Plant & Equipments, net	160,546	228,730	123,581	70,000	70,000	70,000	70,000	70,000		
Long Term Debt Principal Repayments	11,937	11,522	16,500	13,420	14,480	15,665	13,693	14,318		
<b>Total Uses of Cash</b>	<b>168,199</b>	<b>242,904</b>	<b>86,416</b>	<b>85,141</b>	<b>87,967</b>	<b>89,330</b>	<b>87,191</b>	<b>88,548</b>		
Cash Provided (Used) Prior to Interest Income	29,016	(69,361)	59,122	54,840	57,882	62,634	67,622	72,032		
Cash Provided from Interest Income	58,663	54,269	40,854	27,323	29,132	30,902	32,804	34,838		
Cash Used by Interest Expense	-	-	-	-	-	-	-	-		
Cash Provided (Used)	87,679	(15,092)	99,976	82,163	87,014	93,536	100,427	106,870		
Cash Balance, beginning of period	1,238,013	1,325,692	1,310,600	1,410,575	1,492,739	1,579,753	1,673,289	1,773,715		
<b>Cash balance, end of period</b>	<b>\$ 1,325,692</b>	<b>\$ 1,310,600</b>	<b>\$ 1,410,575</b>	<b>\$ 1,492,739</b>	<b>\$ 1,579,753</b>	<b>\$ 1,673,289</b>	<b>\$ 1,773,715</b>	<b>\$ 1,880,586</b>		
<b>Summary of Cash and Investments</b>										
Operating Cash	350,689	370,877	393,510	461,221	474,202	491,948	510,447	530,040	552,637	
Board Designated Assets	568,376	714,995	785,602	871,434	940,617	1,009,885	1,084,921	1,165,755	1,250,629	
Trustee Assets & Restricted Cash	318,948	239,820	131,479	77,920	77,920	77,920	77,920	77,920	77,920	
<b>Total</b>	<b>\$ 1,238,013</b>	<b>\$ 1,325,692</b>	<b>\$ 1,310,600</b>	<b>\$ 1,410,575</b>	<b>\$ 1,492,739</b>	<b>\$ 1,579,753</b>	<b>\$ 1,673,289</b>	<b>\$ 1,773,715</b>	<b>\$ 1,880,586</b>	

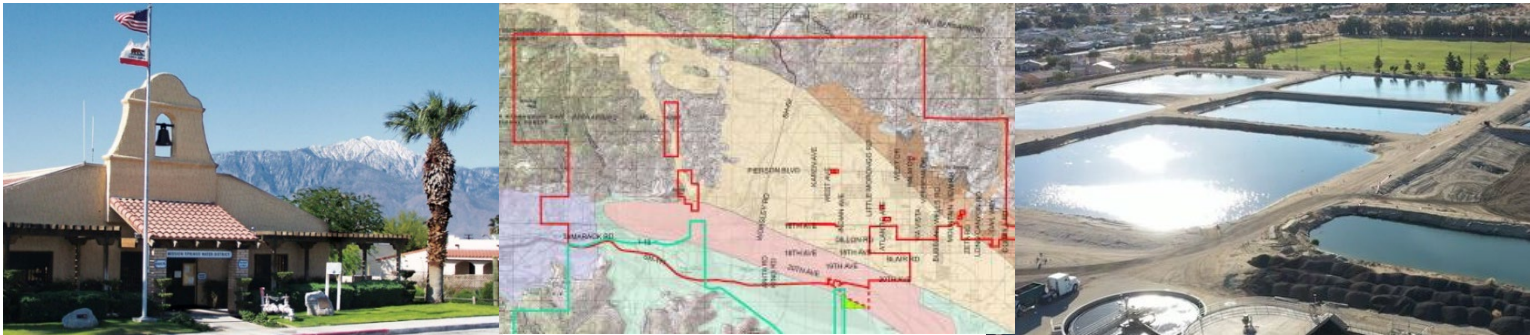
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12



# Mission Springs Water District *Proposal for Financial Advisory Services*

September 22, 2022



Urban Futures, Inc.

Proposal Contents

**1. Statement of Experience (5 pages max.)**..... 3

**2. References** ..... 6

**3. Proposed Staffing and Project Organization (5 pages max.)** ..... 13

**4. Project Understanding (10 pages max.)** ..... 16

**5. Scope of Work (20 pages max.)** ..... 25

**Appendix A: Professional Biographies – UFI Team Members** ..... A-1

Arturo Ceja, MBA, Director of Finance  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 9224

**Re: Proposal for Municipal Financial Advisor Services**

Dear Mr. Ceja:

Urban Futures, Inc. (UFI) is pleased to submit this proposal to the Mission Springs Water District (the District) for the purpose of providing objective, independent municipal financial advisory services to the District. As one of California's leading municipal advisory firms, we believe that we are well positioned to provide the District with a high level of service from an experienced team of California-based professionals.

Since 1972, our firm has strived to offer the highest level of service, technical skills, and local knowledge, exclusively to public agencies from our offices in Southern and Northern California. In the course of our history, UFI has provided municipal advisory and consulting services to hundreds of special districts, cities, counties, schools, community colleges, non-profits, and charter schools. We advocate on behalf of our clients and keep our clients informed regarding new public financing innovations, current interest rate trends, and relevant new State and Federal legislation that could affect financing decisions.

UFI has been doing business for the past 50 years under the same name and has been wholly owned by Michael Busch, Chief Executive Officer, for the last seven years. The firm is structured as a C-Corporation (Federal Tax ID: 95-2811192) and is headquartered in Orange, California .

The following is a summary of our expertise and experience providing municipal advisory services that exhibit our distinguishing ability to perform the District's Scope of Work:

- **Comprehensive Approach:** We draw on years of experience in various areas of specialty, creating a comprehensive level of coverage with strong analytical and modeling skills. While we respect legacy practices, we never take a "that's how it's always been done" approach, since we consider every transaction as an opportunity to improve on legal and financing structure and terms.
- **Experienced Personnel:** UFI's financial advisors and consultants include former city finance directors, city planners, public administrators, city attorneys, public finance investment bankers, and rating agency analysts, which allows us to offer the District a depth of qualifications and resources, including knowledge of equipment lease and real property lease transactions. Hiring our firm will provide the District with a "think tank" of public finance experts to assist the District with the services listed above.
- **Leading California Municipal Advisor:** UFI has been a leader in providing municipal advisory services since 1972 to over 300 public agencies throughout California. ***UFI is ranked as the top financial advisory firm in California over the last 5-year period as measured by the number of***

**transactions completed.** As one of the leading municipal advisors in the State, UFI is in the market virtually every week. Our unmatched experience in California is especially critical to the success of municipal transactions in today's volatile market.

- **Credit Expertise:** If the District chooses to issue bonds in the public market, the rating process will be critical, especially as talks of an economic recession mount. UFI has extensive experience in presenting municipal credits to rating agencies through best-in-class rating presentations that demonstrate thorough understanding of credit nuances.
- **UFI has a depth of experience presenting to Boards and participating in community engagement.** UFI has extensive experience presenting to public agency boards and constituents to communicate, from a third-party consultant perspective, the District's desired messaging. We are committed to making ourselves available to meet with the District and its constituents as often as needed.

Working with the District is very important to us. UFI is committed to dedicating as much of the firm's resources to the District's assignment as is necessary to complete it in a comprehensive and timely fashion.

Sincerely,



Michael Busch | Chief Executive Officer

Email: [Michaelb@urbanfuturesinc.com](mailto:Michaelb@urbanfuturesinc.com) | Website: [urbanfuturesinc.com](http://urbanfuturesinc.com)

Tel: (714) 283-9334 | Fax: (714) 283-5465

1100 W. Town and Country Road, Suite 1246 | Orange, CA 92868



# 1. Statement of Experience (5 pages max.)

This section should outline the Consultants experience and establish their ability to perform the required work to satisfaction by reasons of:

- Similar work
- Strength and stability of business/company
- Staffing capability
- Workload

## UFI Overview

Since 1972, Urban Futures, Inc. (UFI), has provided municipal advisory services to hundreds of California cities, counties, special districts, schools, community colleges, and non-profits. UFI is staffed with 18 professionals in two California office locations: Orange (10) and Walnut Creek (8) with **100% focus on providing municipal advisory and consulting services to California municipalities**. We believe we are uniquely qualified to fulfill numerous aspects of the District’s Scope of Work. UFI combines the state’s top-ranked municipal advisory practice with a financial consulting practice that has over 100 years of public finance and executive-level government experience. Clients engage our firm to provide a range of services, including municipal advisory assignments for issuance of all debt types, post-issuance compliance, capital funding analysis and preparation of finance plans, financial forecasting, pension funding analysis, tax and revenue analysis, and development of fiscal strategies.



UFI provides services through three divisions:

**Public Finance Group (“PFG”)** provides municipal advisory services, debt analysis, financing plans, and access to capital markets for various transaction types, including General Obligation, Lease Revenue, Utility, Tax Increment, Utility, CFD and Pension Obligation Bonds, as well as Private Placements, Public Private Partnerships (P3), and Enhanced Infrastructure Financing Districts (EIFDs). We help staff evaluate and implement various financing options for priority projects (including bonds, revolving lines of credit, and State and Federal loan programs) and refinancing opportunities. All of the professionals in PFG have passed the MSRB Series 50 Municipal Advisor Representative examination.

**Public Management Group<sup>1</sup> (“PMG”)** provides in-depth and insightful analysis of our client's financial history and current position, revenue and expense structures, long-term liabilities and risks, and fiscal outlook through the use of custom financial models, long-term forecasts, and fiscal assessment tools that integrate a wide-variety of econometric, financial and demographic data with key metrics, benchmarks and best practices. More importantly, the diversity and experience of our PMG team enables UFI to transform the financial data and analysis into actionable management information, reports and plans that provide specific recommendations and strategies supported by the analytics that help our clients achieve their goals and objectives.

<sup>1</sup> Non-MA Services

**Analytics and Compliance Group**<sup>1</sup> provides services related to post-issuance compliance, including continuing disclosure, arbitrage rebate, and CDIAC reporting compliance.

**UFI is a Leading California Municipal Advisor**

As stated previously, *UFI is ranked as the top financial advisory firm in California over the last 5-year period*, having assisted clients in the completion of 740 bond transactions in that time, as shown in the table to the right. The frequency with which our firm is in the market provides our advisors with unparalleled experience in assessing financing structures and determining the lowest cost of borrowing.

Top Municipal Advisors for California Municipal Bonds  
 2017 - 2021

Rank	Firm	No. of Issues	Par (\$MM)
1	Urban Futures Inc	740	\$16,698.3
2	Fieldman Rolapp & Associates	500	18,789.8
3	KNN Public Finance	393	43,409.1
4	PFM Financial Advisors LLC	368	36,308.1
5	Public Resources Advisory Group	225	69,430.0

Source: SDC Platinum (Thomson Reuters)

Providing our clients with responsive and high-quality analytical services is central to our corporate mission. UFI is staffed with financial advisors that have extensive financial modeling experience, and we have built proprietary financial models that are tailored to our client’s needs. The firm is staffed with 18 registered municipal advisors making UFI one of the largest, if not the largest, municipal advisory firm in the State of California. Each of our municipal advisory engagements is staffed with a minimum of two senior advisers as well as support staff. As a result, our clients will always be served by a senior staff member with knowledge of the client. With offices in Southern California, we are able to attend meetings in-person meetings with the District as often as is necessary to complete assignments.

**Firm’s Financial Position and Reputation**

UFI has no defaults, lines of credit, or past due payments and operates with a 6-month cash flow reserve. The firm has a reputation for providing advice with the highest of integrity that is grounded in substantiated data and has the public’s interest in mind. We are also known for delivering services on time, within budget, and exceeding the expectations of our clients. Our no-nonsense advice keeps our clients safe and out of newspaper headlines.

**Water and Wastewater Experience**

UFI has experience providing California water districts and cities who provide utility services with both municipal advisory, financing and financial consulting services. Our Public Finance Group has served as a municipal advisor on 44 water and wastewater transactions for nearly \$600 million in par since January 1, 2017. Our work has encompassed a variety of issuance sizes, structures, and methods of sale. UFI draws on a wealth of resources and years of experience to take a fresh analytical approach with each and every assignment. Additionally, our firm’s CEO, Michael Busch, is a founding member and Chair of the California Utility Executive Management Association (CUEMA), an organization of water industry professionals, through which he stays abreast of emerging challenges and opportunities in the water industry. We believe our past experience, with large and small issuers throughout the State on various financing types prepares us well for any of District’s upcoming assignments. A list of our transaction experience in this space is provided below.

Summary of UFI's Water & Wastewater Bond Financing Experience since 2017			
Sale Date	Issuer	Description	Principal
6/23/2022	Goleta Sanitary District	Wastewater	14,135,000
6/15/2022	Calaveras County Water District	Wastewater	11,100,000
6/16/2022	Diablo Water District	Water	10,806,000
6/1/2022	Calaveras County Water District	Water	19,843,000
5/5/2022	Coachella (Series 2022B - Forward Delivery)	Water	6,225,000
3/24/2022	Sanger	Wastewater	13,655,000
3/1/2022	Upland	Water	15,750,000
2/23/2022	Coachella (Series 2022A)	Water	4,895,000
1/31/2022	San Juan Water District	Water	8,152,537
10/1/2021	Upland	Water	6,553,000
9/1/2021	Rowland Water District	Water	36,170,000
9/1/2021	Walnut Valley Water District	Water	15,380,000
7/29/2021	Hercules	Wastewater	8,450,000
7/22/2021	Scotts Valley Water District	Water	6,150,000
6/3/2021	Soledad	Water	1,053,920
5/12/2021	King City	Wastewater System	4,012,670
5/11/2021	Oceanside	Water	8,950,000
12/3/2020	Ceres	Water Supply	20,280,000
12/1/2020	Covina	Water	18,883,578
9/22/2020	Tamalpais Community Services District	Wastewater	16,430,000
9/1/2020	Millview County Water District	Water System Improvements	3,000,000
3/12/2020	Ceres	Wastewater	6,355,000
3/12/2020	Ceres	Water	3,658,000
2/24/2020	Ukiah Valley Sanitation District	Wastewater	25,005,000
12/12/2019	Imperial Public Financing Authority	Water Facility	8,115,000
11/21/2019	Diablo Water District	Water Financing	8,380,000
11/1/2019	Dinuba	Wastewater	2,360,000
11/1/2019	Yuima Municipal Water District	Water Financing	5,000,000
10/24/2019	Banning Utility Authority	Tertiary Treatment Plant	4,020,000
10/1/2019	Culver City	Wastewater New Money/Refunding	19,360,000
7/30/2019	Covina	Wastewater Refunding	9,930,000
4/17/2019	Imperial Public Financing Authority	Wastewater Treatment Facility	15,620,000
9/11/2018	Beaumont Public Improvement Authority	Wastewater	81,105,000
8/29/2018	King City	Wastewater	4,041,590
5/22/2018	Calistoga	Wastewater Revenue COPs	8,920,000
1/24/2018	Pomona	Sewer Series BH	13,390,000
1/18/2018	Santa Fe Springs	Water Revenue	1,800,000
6/1/2017	San Juan Water District	Water Refunding	26,125,000
4/20/2017	Pomona	Water Facilities Series BF	55,555,000
4/20/2017	Pomona	Water Facilities Series BF	32,355,000
3/8/2017	Garden Grove	Sanitation District	15,970,000
<b>Total</b>			<b>596,939,295</b>

Source: CDIAC

## 2. References

Provide five (5) references from water/wastewater projects including name of business, address, contact name and telephone number and a description of work performed. Only include projects completed in the last 36 months in Southern California.

We encourage you to contact any of our recent clients listed below to discuss their experience and satisfaction with UFI. Per instructions in the RFP, we have included Southern California clients for which we have completed water/wastewater projects in the past 36 months. We have also provided additional references which we feel believe can best speak to the quality and effectiveness of our work for the types of services, analysis and work product identified in the District’s RFP.

<b>City of Coachella</b>
<b>Nathan Statham, Finance Director</b>
Tel: (760) 398-3502 ext. 125; Email: <a href="mailto:nstatham@coachella.org">nstatham@coachella.org</a>
53990 Enterprise Way   Coachella, CA 92236
Past Projects: Series 2022 Water Revenue Bonds, Series 2020 Pension Obligation Bonds, Series 2019 Gas Tax Revenue Bonds, CFD 2018-1 Bonds, 2016 Lease Revenue Bonds, 2013 TABs, 2014 TABs, and 2016 TABs



### **City of Coachella**

*Relevance: Local Expertise in Facilities and Utility Financings*

*Key Personnel: Michael Busch and Wing-See Fox*

UFI has served as municipal advisor to the City of Coachella since 2004 on over \$90 million of bond financings for a variety of issues including tax allocation bonds, CFDs, lease revenue bonds, and utility revenue bonds.

In 2016, UFI served as MA on the City’s issuance of \$12.15 million lease revenue bonds to finance construction of a new library. In June 2014, Council directed staff to place a sales tax measure on the November 2014 election ballot. This ballot was identified as Measure U, which was approved by the voters in the November 4, 2014 election. Measure U was identified as a funding source for general services and construction of a new larger library. As a result of the Library Feasibility Study and funding available through Measure U, the proposed library was identified as a 15,000 square-foot LEED-certified facility. Public input was received regarding: types of library services and architectural concepts between September 2014 – December 2014 at various public events and public meetings held in the community.

The 2016 Bonds were structured as a lease-leaseback financing between the City and the Coachella Public Financing Authority with a 30-year term and level annual debt service payments. The bonds achieved an “A+” rating and were sold with a bond insurance policy that resulted in a competitive borrowing cost of 2.85%.

Also in February 2022, UFI served as the Financial Advisor for the City of Coachella’s issuance of \$11.2 water revenue bonds. Proceeds of the bond issuances were used to finance capital projects, current refund the City’s outstanding 2008 Water Revenue Bonds and refund on a forward-basis the City’s 2012 Water Revenue Bonds.

<b>City of Culver City</b>
<b>Onyx Jones, Chief Financial Officer</b>
Tel: (310) 253-6016; Email: <a href="mailto:Onyx.Jones@culvercity.org">Onyx.Jones@culvercity.org</a>
9770 Culver Blvd., Culver City, CA 90232
Past Projects: Wastewater Revenue Bonds, Pension analysis



**City of Culver City Wastewater Facilities Revenue Bonds—**

*Relevance: Impactful Credit Analysis*

*Key Personnel: Michael Busch, Wing-See Fox and Branden Kfoury*

UFI advised the City of Culver City on the sale of its 2019 A Wastewater Facilities Revenue Bonds, which were issued to refund existing bonds and finance \$12 million of capital improvements. UFI was selected as municipal advisor by the City in June 2019 via a competitive bid process. Once selected as municipal advisor, we assisted the City in issuing RFPs for bond/disclosure counsel and making selections of those firms.

UFI worked diligently with the City to identify capital projects to be debt financed. At the time of the sale, the City maintained a large amount of excess cash reserves. UFI advised the City on appropriate reserve levels and advised on the amount and timing of using surplus cash for its capital spending program and to address the pension liability allocated to its wastewater enterprise. UFI was instrumental in the credit analysis and structuring issues. Given the large variances in payments the City makes to the City of Los Angeles for wastewater treatment, UFI helped to structure the 2019 Bonds to maintain target coverage in line with S&P’s fixed-charge coverage methodology. The efforts resulted in the rating being affirmed at AA- and a successful sale.

<b>Diablo Water District</b>
<b>Dan Muelrath, General Manager</b>
Tel: (925) 625-6159; Email: <a href="mailto:dmuelrath@diablowater.org">dmuelrath@diablowater.org</a>
87 Carol Lane, Oakley, CA 94561
Past Projects: 2022 COPs and 2019 COPs



**Diablo Water District**

*Relevance: Innovative Financing Techniques*

*Key Personnel: Wing-See Fox and Branden Kfoury*

UFI has served as the financial advisor to the District since 2019, assisting the District with two complex financings. In 2019, UFI served as municipal advisor on Diablo Water District’s 2019 Water Revenue Certificates of Participation. The COPs represented the District’s first sale of public debt since 2013. Proceeds were used to refinance outstanding COPs, restructure a bullet maturity on a privately placed loan, as well as fund a new corporation yard.

In 2018, S&P downgraded the District’s COPs rating to A from A+, citing a decline in all-in debt service coverage and reliance on one-time growth fees. UFI worked diligently to conduct an analysis of the District’s finances and develop an appropriate structure for the 2019 COPs. We led the rating agency process and prepared a presentation to S&P that emphasized the District’s improved debt service

coverage, strong service area economy, strong liquidity and reserves, strong management and financial planning, including the District’s 10-year financial forecast model. Ultimately, we were able to secure an “A” rating from S&P, which affirmed the District’s current rating. S&P indicated that the District could be in line for an upgrade if debt service coverage is maintained at its current levels over the near term.

We advised on the structuring of the 2019 COPs to refinance a bullet maturity on a privately placed loan to amortize it over ten years. UFI worked with bond counsel to review the legal documents to restructure the loan and move it from a subordinate lien to a senior lien. We attended Board meetings to answer questions from Board Members, drafted staff reports, and helped the District draft a Debt Management Policy and Disclosure Policy. As a result of the sale, the District was able to achieve 16% savings on the refunding of its 2010 COP and lock in a true interest cost of 2.82% for a 30-year term.

In 2022, UFI was again engaged as the District’s municipal advisor on a Loan and Installment Sale Agreement to refinance its 2013 Water Revenue Certificates of Participation and to fund capital projects, including the completion of its state-of-the-art corporation yard and solar equipment. Recognizing that the District had materially strengthened its financial position since its prior bond issuance with the adoption of new financial and sustainability policies, completion of a rate study for immediate implementation of rate increases that minimizes dependency on connection fees and created extra tiers of customers, and continued economic growth in the region, UFI led the development of a rating presentation to S&P that ultimately led to a two-notch upgrade from “A” to “AA-“. We also provided feedback to the District on issuing bonds with the Green Bond label, and the District decided to move forward with a self-designated Green Bond label.

In March 2022, after a successful Prop 218 process to increase rates, and the day before mailing the Preliminary Official Statement, it was discovered that the rate consultant made an error in its rate model when structuring the rates across various customer classes. Instead of the recommended rate increases totaling a 17% rate revenue increase in the next fiscal year, the recently implemented rate structure only generated a 7% rate revenue increase in the first year, with the revenue shortage compounding over the 5-year rate increase period. The financing team immediately halted the financing, and UFI worked with the District and rate consultant to rectify the issue and update the rate model. The District undertook an additional Prop 218 process to bring the rate structure in line with the originally intended 17% rate revenue increase. The District did not want to issue the new bonds before the adoption of the new rates. During that timeframe, the municipal bond market experienced a significant run-up in rates, and bond transactions struggled to gain investor interest. UFI worked with the underwriter to monitor both the public offering and private placement municipal bond markets, with a limited universe of private placement lenders given the 25-year borrowing term on the new money piece. Ultimately, the financing team was able to pivot and secure a private placement loan with Capital One Funding, LLC, to lock in attractive rates and eliminate interest rate risk for the District. Given the improved market tone prior to closing the loan, the financing team was able to successfully negotiate a 10-basis point decrease in rate for the refunding piece, despite having locked the rate with the bank.

<b>Ukiah Valley Sanitation District</b>
<b>David Redding, General Manager</b>
Tel: David Redding, General Manager; E-mail: <a href="mailto:dredding@willowc wd.org">dredding@willowc wd.org</a>
151 Laws Avenue, Ukiah, CA 95482
Past Projects: Municipal Advisor for Wastewater Revenue Refunding Bonds, Series 2020; On-Call Municipal Advisory Services





**Ukiah Valley Sanitation District**  
*Relevance: Interim General Manager Services*  
*Key Personnel: Wing-See Fox*

Since 2018, UFI has served as the municipal advisor to Ukiah Valley Sanitation District (UVSD). We led the District’s efforts in closing a complex refinancing that took two years to come to market. UVSD provides sewer services for the unincorporated areas suburban to the City of Ukiah (City). The City provides certain administrative functions for the District as well as operations and maintenance for the combined Sewer System. In 2006, bonds were issued under the City’s credit, and the City and UVSD entered into a Financing Agreement that apportioned an allocable share of the debt to UVSD. In 2018, the two parties entered into a Settlement Agreement to settle certain claims. After the settlement, the two agencies had the desire to refund the 2006 bonds (that were only callable on an interest payment date) under the same structure (City wrapped credit) for significant savings to ratepayers, but they were unable to agree on key terms. In November 2019, after over a year of failed negotiations, UFI initiated the process for UVSD to independently refinance its share of debt service. This option presented a unique challenge since the District had not issued its own financial statements prior to that year, nor had it ever accessed its own borrowing. Additionally, the District needed the City’s cooperation to achieve its independent refinancing. UFI played a key role in negotiating terms with the City and successfully represented UVSD’s interests meanwhile working cooperatively with the City to keep both parties’ priorities intact. UFI also put the District’s credit package together for solicitation of bank bids. The District’s refunding bonds were ultimately privately placed with a bank at a rate of 2.42%, achieving \$4.3 million in net present value savings, or 16% of refunded par, for its ratepayers.

Ms. Fox continues to serve the District under a consulting contract to provide Interim General Manager services. In this role, she is leading the District in partnering with Mendocino LAFCO and working through a historically adversarial relationship with the City in order to eliminate duplicative services, minimize overlapping Spheres of Influence, and eventually merge with the City to provide valley-wide wastewater services to the benefit of ratepayers.

<b>Rowland Water District</b>
<b>Myra Malner, Director of Finance</b>
Tel: (562) 697-1726; email: <a href="mailto:mmalner@rowlandwater.com">mmalner@rowlandwater.com</a>
3021 Fullerton Road, Rowland Heights, CA 91748
Past Projects: 2021 Water Revenue Refunding Bonds



**Rowland Water District**  
*Relevance: Leveraged Refunding to prepay CalPERS UAL*  
*Key Personnel: Michael Busch and Branden Kfoury*

In 2021, UFI served as the Financial Advisor to Rowland Water District (the District) on a taxable advance refunding of its prior bonds. The District had two bond issues outstanding: \$16.46 million in 2012 Water Revenue Bonds and \$16.395 million in 2014 Water Revenues Bonds. The outstanding bonds had coupons ranging from 3.0% to 5.0%, which were callable in 2022 and 2024. Due to the changes in the tax-law the bonds could not be tax-exempt advance refunded. The bonds could be advance refunded with “taxable” bonds, however, which presented considerable savings under the historically low interest rate environment.

Rowland Water District had also been working with UFI to address its CalPERS pension liability. The District had a \$5.9 million unfunded accrued liability (UAL) as of June 30, 2020, with payments scheduled to increase from \$473,000 in FY21-22 and increasing each year until a peak in FY30-31 at \$671,000. The scheduled annual increase in UAL payments over the next 14 years totals \$1.9 million, which would have a significant impact on their future rate structure.

*UFI suggested the implementation of a “Leveraged Refunding” to utilize the savings from the bond refunding to “prepay” a portion of the District’s UAL. A Leveraged Refunding structures a traditional bond refinancing with “up-front” savings (as opposed to savings in each year). The savings are then used to make an Additional Discretionary Payment (ADP) to CalPERS to pay off all or a portion of an agency’s UAL. UFI was engaged by the District to address both issues, serving as its municipal and pension advisor on the financing.*

UFI worked with the financing team expeditiously to lock in the historically low interest rates. Our team quarterbacked the RFP process to select an underwriter and bond/disclosure counsel firms that resulted in competitive fees for each transaction. The refunding bonds were sold in August 2021 and were met with strong investor demand despite volatile market conditions. The bonds were sold with a 2.32% true interest cost (TIC), resulting in \$4.0 million in debt service savings over the first three years (\$3.9 million in NPV savings, or 11.95% of refunded par).

UFI developed a customized pension model for the District’s 22 amortization bases to generate a multi-year base selection strategy to maximize the impact of each annual payment. Moreover, the District also committed to making \$35,000 in monthly Additional Discretionary Payments (ADPs) to further reduce the UAL over the next 3 years. After applying the \$4.0 million in savings from the refunding combined with \$1.26 million in ADPs, the District is projected to generate \$8.45 million in UAL savings (leveraging its resources by 160%) and reduce its UAL down to \$687,000. Moreover, CalPERS’ 21.3% return in FY21 and the lowering of the discount rate to 6.80% will generate a net credit to the UAL, which is expected to fully fund the District’s pension liability.

**ADDITIONAL REFERENCES**

<b>City of Desert Hot Springs</b>
<b>Geoffrey Buchheim, Finance Director</b>
Tel: (760) 329-6411; Email: <a href="mailto:gbuchheim@cityofdhs.org">gbuchheim@cityofdhs.org</a>
65950 Pierson Blvd., Desert Hot Springs, CA 92240
Past Projects: Over \$118 million total par amount of TABs, CFDs, COPs, LRBs; Forecast Modeling, Pension Study



**City of Desert Hot Springs**

*Relevance: Local Expertise in Facilities Financings*

*Key Personnel: Michael Busch and Branden Kfoury*

In January 2022, UFI served as the Financial Advisor for the Desert Hot Springs Public Financing Authority’s issuance of \$14.8 million Lease Revenue Bonds, Series 2022A, and \$1.13 million Taxable Lease Revenue Bonds, Series 2022A-T. Proceeds of the bond issuances were used to finance the expansion of a new City Hall, the Police Station, make a cash deposit into the debt service reserve fund, and pay the costs of issuance.



The City had been utilizing trailers for City Hall for over 10 years. Due to cost concerns of building a new City Hall, the City pursued financing the cost of converting its Visitor Center into a permanent City Hall which would save them up to \$20 million.

UFI crafted a rating presentation in coordination with the underwriter that emphasized the City’s strong management team and Recovery Plan that had led to General Fund surpluses. S&P assigned an “A+” rating, which is a one notch upgrade from bonds issued just a few years prior. As a result, the City was able to achieve its goal of generating funds to begin the full construction on a much-needed new City Hall and expansion of its existing Police Station for its staff.

<b>City of Pomona</b>
<b>Andrew Mowbray, Finance Director/City Treasurer</b>
Tel: (909) 620-2353; E-mail: <a href="mailto:Andrew_mowbray@ci.pomona.ca.us">Andrew_mowbray@ci.pomona.ca.us</a>
505 South Garey Avenue, Pomona, California 91766
Past Projects: Municipal Advisory Services for Tax Allocation Bonds, Capital Lease, Pension Obligation Bonds; Pension Analysis Services; Continuing Disclosure Services



**City of Pomona**

*Relevance: Financial Forecast Modeling, Strategic Financial Advising, Fiscal Policies and Procedures, Pension Obligation Bond Financing*

Precipitated by a quickly growing pension liability and the need for fiscal restructuring of interfund transfers and reimbursements, UFI was engaged by the City of Pomona in 2017 to prepare a ten-year financial forecast for its general fund and review the structure of its reimbursements between the city’s enterprise funds and general fund. The engagement involved a two-step process of an initial baseline ten-year forecast, including the city’s pension liabilities and future costs. Based on the financial forecast, UFI provided the city with a comprehensive fiscal health analysis, recommendations for immediately addressing the city’s growing insolvency and pension costs, and long-term recommendations for cost-containment and financial sustainability. Since 2017, the City has continued to engage UFI to periodically update its financial forecast model, present an annual fiscal outlook to the city council, and discuss various fiscal strategies to improve the City’s long-term financial sustainability.

In 2019, UFI was engaged by the City as municipal advisor to assist the City with evaluating options for addressing its pension liability. UFI worked with Finance Department staff to conduct analyses on various pension obligation funding options, pension obligation bond scenarios, and risk analysis, ultimately culminating in the development of a comprehensive pension management plan. In 2020, the City decided to issue POBs to fund 100% of its unfunded actuarial liability (UAL). UFI assembled the financing team that completed the POB validation process, rating agency review and sale of the \$211 million POBs.

In 2022, the City engaged by the City to prepare a comprehensive set of updated fiscal policies and procedures. This work involved (1) reviewing the City’s various fiscal and financial policies and documents, (2) consolidating and redrafting language to reflect City’s current financial objectives and goals, and (3) amending and adding language to reflect best practices, institutional controls and financial concepts from the Government Finance Officers Association (GFOA), International City/County Management Association (ICMA), Rating Agencies & Bond Insurers and other industry-leading trade groups and research. The resulting comprehensive document covered the following areas of municipal finances: fiscal operations,

budget adoption and administration, reserves and fund balances, fiscal sustainability, pension and OPEB management, capital improvements, debt management and investments.

<b>City of Pismo Beach</b>
<b>Nadia Feeser, Administrative Services Director</b>
Tel: (805) 773-7010; email: <a href="mailto:nfeeser@PismoBeach.org">nfeeser@PismoBeach.org</a>
760 Mattie Road, Pismo Beach CA 93449
Past Projects: Lease Revenue Bonds, Clean Renewable Energy Bonds



**Pismo Beach Public Financing Agency, 2017B Federally Taxable New Clean Renewable Energy Bonds (CREBs)**

*Relevance: Energy Savings Project with Lease Payment as Security; Liaison to Private Placement Banks; Due Diligence, Structuring, and Credit Analysis in the City's Best Interest*

Wing-See Fox and the UFI team was engaged in 2017 to assist the City with applying for and issuing CREBs to fund solar projects and improve energy efficiency at its wastewater treatment plant and police station (with a portion to be repaid by the Wastewater Fund and a portion to be repaid by the General Fund). We assisted the City with submitting the CREB application to the IRS, put the financing team together, and successfully placed the loan with a bank just before CREBs were eliminated at the end of that calendar year. We were also able to negotiate a unique call provision in which the City is able to call the bonds should there be any significant change in the subsidy provided by the IRS.

As part of the transaction, we brought in a consultant that was able to evaluate the savings analysis given by the solar company. Often, these companies inflate their savings analysis by using a very aggressive inflator for electricity prices. They also charge high fees for maintenance of solar panels. The consultant provided a more conservative energy savings analysis that educated the Council and staff on the fact that the energy efficiency projects were, in effect, subsidizing the solar project.

### 3. Proposed Staffing and Project Organization (5 pages max.)

This section should provide qualifications, identify the project team, and provide an organization chart with each key staff responsibilities and reporting relationships defined for the proposed team. Provide a one (1) page resume with general education, experience, and professional credentials for key staff and proposed project team members. Specifics should include type and amount of experience, list of projects in which they were involved, and their capacity with these projects. (Note: Resumes can be included in an appendix.)

UFI’s financial advisory team will consist of our CEO and two senior level Public Finance Group municipal advisor staff. **Michael Busch**, CEO, will provide strategic direction and will have overall responsibility for client service delivery; **Wing-See Fox**, Managing Director will serve as the day-to-day contact for the District’s assignments and **Branden Kfoury**, Director, will serve as a co-engagement lead. Our team draws on years of experience in various areas of specialty, including credit analysis, lease financings, and specifically equipment lease financings. We believe we are well-suited to provide value-added services to the District as it looks to implement a new rate study/forecast and contemplate future financings.



We have additional support staff and professionals with areas of expertise in continuing disclosure and financial forecasting who can serve as valuable resources as necessary. In several cases, we are employed by clients to complete multiple services, including municipal advisory, fiscal sustainability, and continuing disclosure. We believe having the resources of multiple divisions gives us an advantage. Even on transactions where we are hired only as municipal advisor, we are still able to offer unique independent analysis and resources to analyze the client’s finances and ensure long-term fiscal sustainability. If engaged by the District, we are happy to discuss how we can best offer additional services from our management group to best meet the District’s needs.

All UFI municipal advisors, including support staff, hold a Series 50 municipal advisor registration. We have provided below a summary of the team members assigned and their relevant experience and credentials. Professional resumes are included in [Appendix A].

UFI Team	
<p><b>Michael Busch, Chief Executive Officer</b>  <b>Role: Strategy and Client Service Delivery Oversight   Office: Orange, CA</b>  <b>Experience:</b> Michael is an accomplished municipal executive and public finance professional who has helped manage several public agencies as an assistant city manager and finance director. Through his leadership of UFI and engagement with professional organizations, Michael helps cities, counties, special districts, and nonprofits across the State of California identify emerging trends, engage in critical policy issues, exchange proven practices, and advance their missions through sound fiscal and operational policy. During his 14-year tenure with UFI, numerous public agencies have engaged Michael as both a strategic consultant and municipal advisor based on his public finance expertise and broad understanding of fiscal issues affecting the public sector. Michael has worked on over \$5 billion in tax-exempt and taxable debt, including lease revenue bonds/COPs, water/wastewater revenue bonds,</p>	

TABs, CFD and assessment district bonds, and New Market Tax Credits. He has executed lease transactions for the Cities of Lake Elsinore, Desert Hot Springs, Coachella, Orange, and is currently assisting the Cities of Menifee and San Jacinto on the evaluation of lease revenue bonds to finance public facilities. Mr. Busch holds a Bachelor of Arts degree in Urban and Regional Planning from California State Polytechnic University, Pomona, and a Master of Public Administration degree (Finance and Public Works emphasis) from California State University, Long Beach.

**Wing-See Fox, Managing Director**

**Role: Day-to-Day Contact | Office: Walnut Creek, CA**

**Experience:** Wing-See Fox is the Series 54 Municipal Advisor Principal of UFI and leads the Public Finance Group. Wing-See has over a decade of experience in the fields of municipal advising, public finance, and municipal securities. She has worked on over \$3 billion in municipal debt offerings for cities and special districts in California including lease revenue bonds and certificates of participation. She has recently executed lease transactions for the Cities of Claremont, South San Francisco, Orange, Atherton, the Town of Apple Valley and Cosumnes Community Services District. Wing-See excels in gaining a thorough understanding of credits, validating assumptions in financial projections, and structuring bond transactions to meet the needs of the issuer while maximizing credit strength and marketability to investors. She has extensive experience developing credit presentations geared towards the criteria of rating agencies in order to achieve the highest possible ratings. Prior to becoming a municipal advisor, Wing-See was a public finance investment banker, having worked at Raymond James Public Finance in San Francisco and UBS Investment Bank in New York. Wing-See received a Master of Business Administration degree from Columbia Business School, a Master of Social Work degree from Columbia University School of Social Work, and a Bachelor of Arts degree in Psychology from Stanford University.



**Branden Kfoury, Director**

**Role: Co-Engagement Lead | Office: Orange, CA**

**Experience:** Branden Kfoury joined Urban Futures in 2019. He has worked on a variety of debt offerings for cities and special districts in California including, but not limited to utility revenue bonds, general obligation bonds, lease revenue bonds, CFD and assessment district bonds, as well as tax allocation bonds. Mr. Kfoury has extensive experience in all aspects of the bond financing process and excels at providing value-added debt structuring, credit and quantitative analysis. He has recently executed lease transactions for the Cities of Fullerton, Lake Elsinore, and Orange as well as Cosumnes Community Services District. Previously, Mr. Kfoury worked as a Senior Associate at Fieldman, Rolapp & Associates where he supported the firm’s city and special district clients. Mr. Kfoury has held prior roles in public finance investment banking, bond insurance, as well as in the technology industry. He graduated Cum Laude from New York University with a Bachelor of Science degree in Finance and a minor in Politics.



**Relevant Project Experience of Assigned Staff**

In addition to the case studies outlined above, we have provided below some additional recent projects for water and wastewater utility clients led by Mr. Busch, Ms. Fox and Mr. Kfoury.

**Water Replenishment District of Southern California**—UFI was retained this year to serve as its financial advisor on optimal financing alternatives for its PFAS Project and other capital projects, monitor refunding opportunities, assist with the application process for state or federal loans, advise on future bond issuances, assist with updating its long-term financial forecast and financing plan for its large CIP program, advise on updating its financial policies, and participate in its annual rating surveillance process with the rating agencies. Mr. Busch and Ms. Fox are currently leading this engagement.

**City of Beaumont Inaugural Wastewater Revenue Bonds** — UFI was engaged by the City of Beaumont in the wake of officials discovering financial mismanagement and fraud that masked a multimillion-dollar structural operating deficit. In addition to helping the City reorganize its debt and restructure its financial systems and practices, UFI was asked in 2018 to overhaul a prior long-term financial forecast the City had been unable to keep up to date because of its complexity and lack of good user interface. The forecast helped to reconcile inconsistencies between the City’s previous labor costing data and budgeted personnel expenses and to identify opportunities for strengthening its financial position. Less than two years after emerging from the SEC investigation, UFI was engaged by the City to serve as financial advisor on its first rated bond transaction. The 2018 Wastewater Revenue Bonds were issued to fund construction of a new Wastewater Plant, and proceeds requirements totaled \$90 million. The City had commissioned a rate study prior to the issuance of bonds, but many factors had changed since the completion of the rate study. UFI led the charge in dissecting the rate study and drilling down on assumptions that were no longer current to develop a more accurate 5-year projection of revenues, expenses, debt service coverage, and reserve balances for the City’s Sewer Fund. Although the process with S&P was arduous, the City ultimately achieved an “A+” rating, which was a noteworthy achievement, along with very aggressive insurance and surety bids from both Assured Guaranty and Build America Mutual. Ultimately, the City achieved a very low all-in, 31-year fixed borrowing rate.

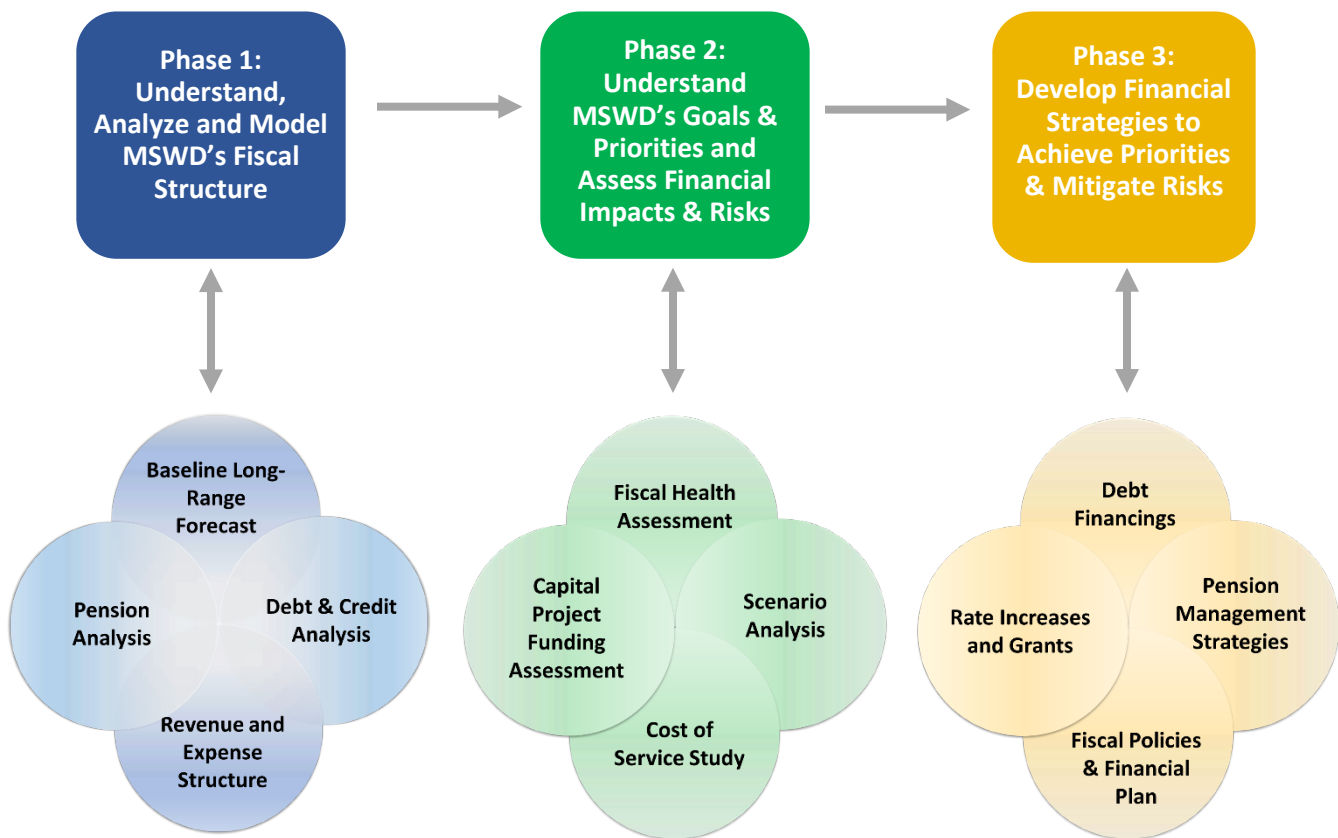
**San Bernardino Municipal Water Department Issuance During City Bankruptcy Workout**—UFI was retained to perform a two-part analysis for the San Bernardino Municipal Water Department. The Department was evaluating the potential impact of a 6 million gallons per day (MGD) decrease in wastewater flow to its 33 MGD wastewater treatment plant. UFI began the engagement by developing a long-range financial plan for the Department’s sewer enterprise. Then UFI determined the overall impact of loss in MGD by forecasting several primary issues such as: 1) increased revenue from population growth; 2) decreased operations & maintenance and capital improvement expenses; and 3) increased cost of imported water purchased and treated to recharge groundwater basins according to pre-existing upstream commitments. The analysis served as a decision-making platform for the Department and its regional partners in determining next steps. The Department additionally retained UFI for issuance of its water and wastewater bonds, based on UFI’s understanding of the Department’s systems and financial needs. The TIC for both transactions was approximately 4% at a time most thought the deals couldn’t be done since the City was in bankruptcy.

**Town of Apple Valley** – UFI has assisted the Town of Apple Valley on its priority of acquiring a private water company through eminent domain in order to lower rates for its residents through the elimination of profit, certain taxes, greater accountability, and the ability to borrow tax-exempt for capital projects. Mr. Busch prepared a Financial Feasibility Analysis for the acquisition, which includes a valuation of the water company including its water rights and assets, debt financing options, risk factors, and an acquisition plan. The acquisition is currently in litigation, and Mr. Busch has served as an expert witness on behalf of the Town.

#### 4. Project Understanding (10 pages max.)

The Consultant should clearly state project objectives and anticipated deliverables. In addition, the Consultant should indicate why they are qualified and why MSWD should choose them for this project.

At UFI, we believe that solid financial forecasting, analysis, and strategic planning significantly help clients achieve both fiscal stability and financial sustainability through more informed and consistent decision-making. Armed with a robust forecast-driven analysis of MSWD’s long-term fiscal outlook, District leadership can identify critical unmet needs, develop options to close funding gaps for operating and capital needs, and create strategic plans that achieve the District’s objectives. This approach also helps ensure MSWD “stays-the-course” and achieves its objectives because they are aligned to a solid and continuously updated financial forecast and strategic plan. Finally, a good financial forecast, analysis and strategic plan helps management communicate effectively with elected officials, labor groups, and the general public regarding the trade-offs and costs required to achieve MSWD’s objectives and goals. Below is a graphic of the strategic financial planning process and approach that we recommend MSWD pursue.



UFI is highly qualified in all the phases and tasks except with providing a Cost of Service Study, implementing rate increases, and pursuing grant opportunities. With all the other deliverables, we have assisted a multitude of clients as discussed in the case studies provided in the References section. In terms of Debt Financings and Pension Analysis and Management Strategies, we are one of the top firms in California providing these Municipal Advisory services.

**Phase 1: Understand, Analyze and Model MSWD’s Fiscal Structure**

In the first phase of work, the goal is to thoroughly understand, analyze, and model MSWD’s current fiscal structure and ultimately to produce a baseline long-range financial forecast. Because MSWD operates two distinct funds (water and sewer), separate forecasts would be built for each fund and could be aggregated for the overall financial picture of MSWD. This phase of work involves conducting thorough research on MSWD, including the review of existing relevant tools, plans, and reports that MSWD has produced.

**Revenue and Expense Structure:** It is critical to understand what the main drivers of operating revenues and expenses are for MSWD’s water and sewer funds. The sewer fund has a relatively more straightforward revenue structure with fixed monthly charges by customer class versus fixed and variable fee components for the water fund. On the expense side, certain direct expenses, such as pumping, transmission and distribution, sewage collection, and sewage treatment are fully charged to either the water fund or the sewer fund, while other expenses, such as general and administrative, are allocated across both funds. It is also critical to understand the non-operating fiscal structure of MSWD, including property tax revenue, existing grants, debt service, and capital expenses. In diagnosing the fiscal structure of MSWD, we would review the last five years of financial statements and work with staff to understand how MSWD allocates expenses across both funds and identify one-time revenue and expense sources to properly establish baselines for each fund.

**Debt and Credit Analysis:** Our first phase of work also includes debt and credit analysis for each fund. We would create a debt profile for MSWD, identifying its various obligations by fund, such as its Assessment District Bonds, State and Federal Loans, and private placement financings. In building out the debt profile, we would identify any refunding or restructuring opportunities and produce a graph of the aggregate debt service obligations by fund through final maturity of each obligation. This debt profile is a critical component of determining revenue requirements related to maintaining target debt service coverages, analyzing MSWD’s water and sewer credits, and providing alternative financing strategies going forward.

Credit strength determines an issuer’s access to capital markets and the borrowing rates that the issuer can obtain. As part of UFI’s foundational work with MSWD, we would produce a full credit analysis of the water and sewer funds in order to estimate what ratings we believe bonds secured by each fund would receive. This process also helps to determine debt service coverage, key financial ratios, and days cash on hand targets for MSWD.

**Pension Analysis:** Growing pension costs have severely impacted municipal budgets as changes implemented by CalPERS have translated into higher fixed dollar contributions with continued escalation in the medium term. And while many pension plans significantly improved their funding status with the 21.3% CalPERS investment return in Fiscal Year 2021, we expect that most public agencies will be worse off than they were as of Fiscal Year 2020 after Fiscal Year 2022 investment losses are incorporated into pension plans. For example, MSWD’s Miscellaneous plan was 71.9% funded as of June 30, 2020 and 80.8% funded as of June 30, 2021. For Fiscal Year 2022, CalPERS has reported a preliminary investment loss of -6.1%, which will likely result in an Unfunded Accrued Liability (UAL) payment schedule higher than reported in the CalPERS June 30, 2020 actuarial valuation. In this phase of work, UFI will map out and describe MSWD’s pension costs, including UAL and normal costs.

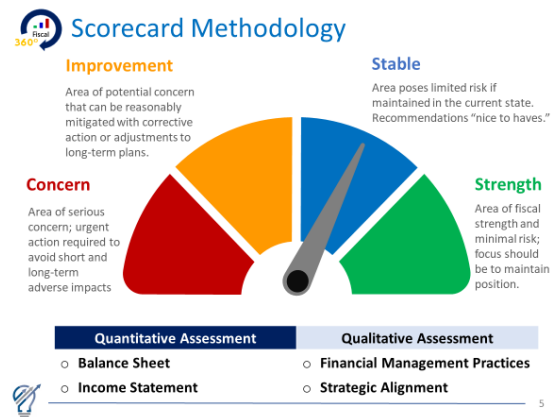




no changes to its organization or operations, and there are no significant external impacts. Importantly, our forecast models include the capacity to have the forecasted fund balance annually allocated to various fiscal policies and priorities, to display key financial ratios, days cash on hand, and debt service coverage ratios. Our model is built on a cash basis and could serve as MSWD’s Liquidity Model as referenced in the District’s RFP.

After establishing a baseline understanding and forecast model, we move into the second phase of work which focuses on understanding the goals and priorities of the District and assessing the financial impacts and risks of those goals and priorities.

**Fiscal Health Assessment:** UFI has developed a proprietary “Fiscal 360” assessment tool to identify factors that impact a public agency’s fiscal condition by providing a framework for measurement and analysis. The tool compares the agency’s financial, budgetary, economic, and demographic data with key metrics, benchmarks and best practices, to create a scorecard of financial indicators that can be used to evaluate the ongoing financial performance of the agency. The Fiscal 360 scorecard can be used by leadership to identify financial strengths and weaknesses, highlight areas of improvement and spotlight potential risks.



The Fiscal 360 is built upon an analytical process that incorporates four major financial areas (revenues, expenses, solvency and policies), each of which is disaggregated into four levels of analysis with a total of 38 separate measurements of fiscal health, summarized in an easy-to-read score card. UFI has utilized its Fiscal 360 tool to both conduct a comprehensive stand-alone fiscal health assessment of our client, or to augment other fiscal analyses requested by our client.

**Capital Project Funding Assessment:** As MSWD has noted, expenses have been significantly increased due to the increase in capital improvement projects to be started and completed in Fiscal Year 2023 as well as the Regional Water Reclamation Facility. Providing water and sewer services is capital intensive not only to maintain the infrastructure but also to comply with ever stringent state and federal mandates. While grants are available for certain capital projects, they will not fund all of MSWD’s capital needs. It is critical to take the District’s most current Capital Improvement Plan (CIP), understand the prioritization of the projects, project the spend down schedule for the projects, and identify the potential funding sources for the projects. UFI can assist with the following activities related to producing a capital project funding assessment:

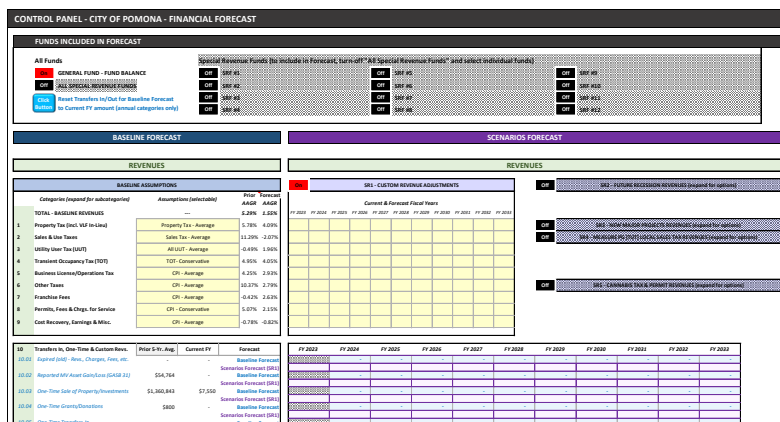
- Review budgets, capital improvement plan, financial projections, financial policies, and other related financial information;
- Prepare Capital Improvement Plan (CIP) funding assessment taking into consideration the following factors:
  - Timing & priority of capital projects
  - Internal capacity/ability to complete capital projects
  - Available revenues for the projects
  - Availability of grant funding
  - MSWD’s existing debt/liabilities
  - Debt financing/capital structure

- Useful life of capital projects
- Identify and analyze financing solutions and alternatives for funding the Capital Improvement Plan;
- Evaluate and analyze credit considerations for financing alternatives;
- Advise on timing and size of future new money borrowings; and
- Prepare preliminary cash flows for financing alternatives.

**Scenario Analysis:** With a solid grasp of MSWD’s baseline long-term financial outlook, fiscal health assessment, and capital project funding assessment, UFI can work with staff and leadership to understand MSWD’s priorities and to model financial plans that help achieve MSWD’s objectives and priorities. The essence of this process can be summarized as follows: (1) understanding the District’s prioritized needs and goals and monetizing the costs thereof; (2) working with MSWD to identify various risks that could significantly affect the District’s financial future; (3) integrating and iterating the aforementioned through MSWD’s forecast model with various fiscal impact scenarios; (4) and evaluating the overall, combined fiscal impacts.

- **“What-if” Scenario Forecasts, Including a Built-in Recession Module.** UFI’s forecast models include significant capacity for users to create “what-if” scenario forecasts to compare against the baseline or other scenario forecasts (see control panel feature below for further details). Similar to the baseline forecast, scenario forecasts include a full ten-year projection of revenues, expenses, cash flows and fund balance. We also include in our forecast models a built-in recession module that allows our city clients to understand the financial impact of a future recession based on a historic modeling of previous recessions. Finally, the architecture of UFI’s forecast model allows for full integration of additional custom revenue and/or expense scenario module requested by our clients. For MSWD, a more relevant module may be drought rather than recession.

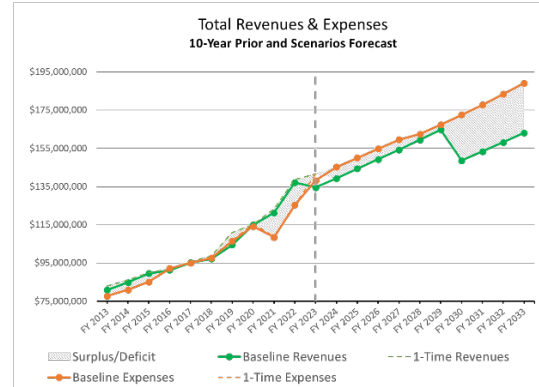
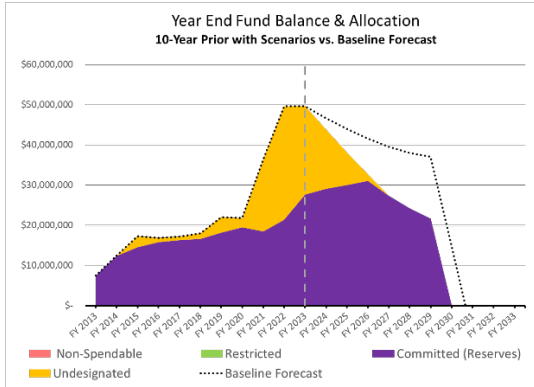
- **Universal Control Panel.** UFI’s forecast models contain a customized control panel that allows users to toggle and adjust all the forecasting variables and scenarios without leaving the control panel. Adjustments include, but are not limited to the following: (1) selection of the appropriate forecast



trendline for any revenue or expense category at either a general or a more granular subcategory level, (2) creation of custom scenarios through adjustment of the forecast variables for any revenue or expense category in a single or across multiple forecast years, and (3) adjustment of the variables for any custom scenario modules included in the model such as the recession module.

- **Intuitive Dashboard.** Our forecast models provide a dashboard with graphical outputs and

statistical measurements that help tell the story of the agency’s current and future fiscal condition in understandable terms to policymakers, stakeholders and the general public. Our standard dashboard elements allow a comparison of the baseline and scenario forecasts across multiple metrics. UFI is also capable of creating custom dashboard elements as requested by clients.



UFI’s forecast models are designed to be owned, manipulated and fully utilized by our clients. Upon completion of a forecast model, we believe it’s important to allow for at least one or two online sessions in which UFI works with staff on how to utilize and manipulate the forecast model to best meet the client’s needs. Notwithstanding the foregoing, some of our clients have preferred to use UFI to assist with scenarios and periodic updates of their forecast model (usually annually or semi-annually) for purposes of efficiency and time-savings. As noted above, the architecture of our forecast models allows UFI to efficiently and effectively assist clients as needed. Upon completion of the user orientation, we can discuss further staff’s comfort level with both the forecast model and Excel, the frequency of expected updates, and what level of assistance may be needed from UFI for future updates and analysis.

**Cost of Service Study:** In evaluating how MSWD’s goals and priorities impact various customer classes and to determine appropriate rate structure adjustments or increases, it is important to commission a cost of service study, similar to the one that Willdan completed in December 2015. UFI does not produce cost of service studies or rate studies given that there are a handful of firms that specialize in this area.

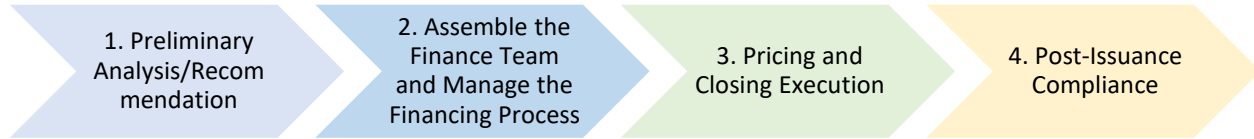
UFI’s reports are customized to each engagement based on the client’s objectives and what we learn. We ensure our analysis, findings and recommendations are organized in an easy-to-understand format, presented in a practical and positive manner with actionable outcomes. The contents of any report or presentation requested by the City will be best determined after further discussion between the City and UFI regarding the types of reports and needs/goals of the City.

**Phase 3: Develop Financial Strategies to Achieve Priorities & Mitigate Risks**

In this final phase of work, UFI would assist MSWD in developing and implementing financial strategies to achieve its priorities and to mitigate risks that have been identified in the prior phases.

**Debt Financings:** Every financing undertaken by UFI begins with proper planning and financial due diligence and ends with ongoing monitoring and administration. UFI has experience working on behalf of municipalities like the District, and we believe we can tailor our approach to fit the District’s needs. We view our role as an extension of staff, and we can be available to the District as often as is required to complete a financing. It is our goal to limit the District’s involvement to only critical areas and to

complete each financing in a manner that achieves the District’s goals, results in the lowest cost of funds, and maximizes efficiency without putting any unnecessary burden on District staff time. Our approach to municipal advisory services can be broken down into four main steps, as summarized below:



**Activity 1: Preliminary Analysis/Recommendation**

First, we conduct a complete assessment of the client’s needs and financial constraints. Where appropriate and requested by the client, this preliminary work may include preparation of a detailed finance plan for the capital project(s) involved in the financing (see below for details). During this period, UFI staff performs the following tasks:

1. Schedule meetings or calls with staff to request all necessary data and discuss the needs and goals of the District.
2. (Optional as needed) Undertake a funding analysis for the identified capital project(s) and **prepare a finance plan**. The analytical process considers the following factors:
  - Timing & priority of the capital projects
  - Internal capacity/ability to complete the capital projects
  - Available revenues of the District
  - Availability of grant funding
  - District’s existing debt/liabilities
  - Debt financing/capital structure
  - Useful life of the capital projects

Based on the analysis, a finance plan is developed that identifies the financing solutions and alternatives for funding the capital projects, evaluates the credit considerations for the financing alternatives, advises on timing and size of the borrowings, and contains preliminary cash flows for the financing alternatives.

3. **Analyze existing outstanding debt** to determine parity test requirements, feasibility of refunding certain outstanding series of Bonds, and debt affordability.
4. Assist with comprehensive credit analysis to determine the anticipated rating, preferred structure, and interest rate scale for the Bonds.
5. Prepare a summary of cost of issuance
6. Independently structure the financing and present results to the District.

**Activity 2: Assemble the Finance Team and Manage the Financing Process**

After an evaluation of financing options/alternatives, should it be determined that financing targets will be met through a bond issuance, UFI will begin work on the financing schedule and the implementation of the agreed upon financing strategy. The scope of work includes, but is not limited to, the following:

- 1) *Assist in the selection of additional service providers:* UFI is knowledgeable of, and has worked with, most major firms in the California public finance sector. Should the District wish to go out

for RFP for services such as underwriter, bond counsel, disclosure counsel, or trustee, we are experienced with managing and assisting staff with the selection process for these services.

- 2) *Develop the financing timetable:* UFI will coordinate with staff to develop a schedule that is consistent with the District's goals, staff availability, financing timing, and existing District Council meeting schedules.
- 3) *Monitor the transaction process:* A primary role as municipal advisor involves the close monitoring of the financing to ensure successful completion. As such, UFI will coordinate all activities of the financing team and will assist in the preparation of information for and review of official statements, legal documents, loan term sheets, cash flows, staff reports, and all other applicable documents or presentations to the Council or rating agency.
- 4) *Provide support to the District relating to financing documents:* We are experienced in the delivery of presentations to District Councils and drafting of applicable staff reports regarding adoption of the financing documents.
- 5) *Compute Sizing and Structure of Debt Issue:* Utilizing municipal market data and bond sizing applications, UFI will verify cash flows presented by underwriters.
- 6) *Plan and Coordinate Presentations to Ratings Agencies, Bond Insurers, and Investors:* UFI is well prepared to assist in the drafting and delivery of credit presentations to rating agencies. While many factors go into the investment decision-making process, the bond rating is often the single most important factor affecting the interest cost on bonds. These credit presentations are then easily adapted for discussions with bond insurers and investors.
- 7) *Interest Rates and Timing:* As a result of the ever-changing municipal market environment, UFI will constantly monitor market rates to ensure that financial alternatives as well as refinancing assumptions and recommendations are maximized through proper timing.

### **Activity 3: Pricing and Closing Execution**

UFI offers extensive expertise when it comes to the pricing of municipal securities as our staff includes former investment bankers who are intimately familiar with the underwriting of municipal securities. We closely monitor the municipal markets through our in-house resources, which include a Bloomberg terminal and frequent involvement in bond transactions. In the weeks leading up to a pricing, UFI will monitor and track comparable transactions. Generally, our approach is to recommend that the underwriter employ an aggressive pricing strategy (aiming for approximately 2 times oversubscription) to achieve the best possible pricing for our clients. We will work to ensure the best possible result for the District, without risk of diminishing investor participation, and provide post issuance analysis. In addition to ensuring fair market spreads, UFI will work with the underwriter to analyze alternative couponing strategies that result in the lowest possible true interest cost and/or net present value savings for refundings. We will also push for the most flexible call feature.

### **Activity 4: Post-Issuance Compliance**

Urban Futures has staff members dedicated to managing the continuing disclosure and dissemination agent needs of our clients. We have over 20 years of experience providing continuing disclosure and dissemination agent services, and we currently serve over 200 public agency clients with the preparation of over 400 reports annually. On transactions where we are engaged as MA, UFI reviews the Continuing Disclosure Agreements and Bond Indentures for every bond issuance at the very beginning of the financing process. This ensures continuing disclosure requirements provide necessary transparency to investors without overburdening District staff. In addition to annual continuing disclosure reports, UFI can

assist the District in the preparation and submission of CDIAAC required reports. Finally, we can assist the District with arbitrage rebate reporting required by the IRS.

**UFI’s Experience with Alternative Financing Opportunities**

UFI has experience with all forms of financing, including WIFIA, California SRF financings, and public market and private placement transactions. We provide below a discussion of the nine funding sources commonly used by California local agencies to finance water and wastewater projects:

Source	Grants Available	Maximum Rate	Maximum Final Maturity (Years)
<b>Government</b>			
Infrastructure & Economic Development Bank (IBank)	No	AAA	30
State Water Resources Control Board (SWRCB)	Yes	50% of AA-	30
USDA Rural Development (RD)	Yes		40
Water Infrastructure Finance & Innovation Act (WIFIA)	No	U.S. Treasury	30
<b>Market</b>			
Placement	No	Varies by Issuer	15
Public Offering	No	Varies by Issuer	30
<b>Other</b>			
CA Special District Association Finance Corporation (SDA)	No	Varies by Borrower	30
CoBank	No	Varies by Borrower	30
Public Finance Authority (PFA)	No	AA + 0.25%	30

Source: Piper Jaffray & Co.

Each of these funding sources fund a wide range of water and wastewater projects, require final maturities to be equal to the useful life of the project, limit debt to debt service coverage thresholds, and require debt documentation (i.e., bonds, installment agreements, certificates of participation, or loans). Additionally, each of the funding sources has associated costs of borrowing, borrowing limits (some require the inclusion of other funding sources as a “match”), and various lead times before receiving funding.

The best financing source (or combination of sources) depends on the borrower and the project. For example, project amounts in excess of \$50 million that have longer construction schedules derive more benefit from WIFIA. Borrowers who would like to defer or wrap debt service also benefit from WIFIA. On the other hand, WIFIA has much higher borrowing costs and application fees and will only fund up to 50% of a project. The State Water Resources Control Board SRF program offers loans and grants based on annual priority lists. SRF has lower borrowing costs, but the SWRCB is currently challenged to respond to demand and would need quite a bit of lead time.

**Pension Management Strategies:** The pension liability of each public agency is unique, which is impacted by several factors including: benefit levels/enhancement, demographic trends, changes in underlying assumptions, actual investment returns, and historical funding patterns over the past several years. Addressing the District’s pension liability requires strategies tailored to meet the District’s budget and policy constraints.

UFI takes a systematic approach to evaluating pension funding strategies with the goal of developing a long-term Pension Funding Plan. Since pension liabilities are ongoing and dynamic, this plan typically involves multiple strategies over a multi-year timeframe, each of which we review below:



1. Analysis of Pension Liabilities and Building Customized Pension Model
2. Evaluation of Alternative Funding Strategies and Targeting Strategies
3. POB Analysis
4. Stakeholder Education & Communication
5. Pension Funding Plan & Recommendations

Clients have engaged UFI to address multi-agency (JPA) pre-payment strategies, “fund-exchange” strategies, impact of salary increases on UAL, establishing pension stabilization funds, terminating CalPERS contract, developing pension funding policies, UAL base projections, and conduct education workshops. If desired, UFI can work with District staff to provide specific and detailed recommendations regarding addressing its retirement costs and needed steps to maintain or improve its financial position, and also assist with developing a comprehensive pension funding policy.

**Rate Increases and Grants:** Rate revenue and grants are important financial resources for MSWD. As mentioned previously, UFI is not a rate consultant, so a separate firm would need to be engaged to assist MSWD with a rate study and with the implementation of the Prop 218 process. However, UFI can help either produce pieces of a cost of service/rate study or review and provide input on the assumptions used to build the rate model.

**Fiscal Policies and Financial Plan:** In order to assist MSWD in “staying the course”, UFI can assist MSWD in updating its existing fiscal policies and, if desired, consolidating its fiscal policies into one document for approval by the Board. Critical policies include the following: Operating Budget and Capital Improvement Program Administration Policy; Fund Balances, Reserves, & Surplus Policy; Debt Management Policy; and an Investment Policy. These policies would be updated to incorporate new reserve targets, debt service coverage targets, how to allocate surplus monies across various funds and priorities, and pension funding policies.

In order to document all of the tasks in the first two phases and the financial strategies proposed in Phase 3, UFI can develop a Long-Range Finance Plan Document with all of the components referenced in MSWD’s RFP, including the following:

- 1) Discussion of the financial forecast including trends, alternative funding strategies, rate increases, and the variability of key revenues and expenditures;
- 2) Discussion of assumptions and financial policies;
- 3) Discussion and analysis of financial ratios, days cash on hand, and debt service coverage ratios;
- 4) Discussion and analysis of the impacts of conservation and other risks on MSWD’s budget;
- 5) Discussion of strategies and policies jointly developed by MSWD and UFI to achieve and maintain structural balance over a multi-year period.

While we can produce this in a report format, we find that our clients prefer a presentation that can be given to the governing body and the public. We are happy to discuss this option with MSWD.

## 5. Scope of Work (20 pages max.)

In preparing the scope of work ensure that the following information is included:

- Specific tasks for each phase with a deliverable end-result that includes the designated expected deliverable.

- Estimated hours to complete each task.
- Schedule and timeline for the entire project broken down by phase and task.

The Scope of Work, including specific tasks for each phase with a deliverable end-result is described in the previous section. Below is an estimated timeline for each phase and task, but actual hours and schedule may change after initial discussions with MSWD staff.

**Phase 1: 6 weeks**

- Pension Analysis: 2 weeks
- Debt and Credit Analysis: 1 week
- Revenue and Expense Structure: 2 weeks
- Forecast Modeling: 6 weeks

**Phase 2: 6 weeks**

- Fiscal Health Assessment: 5 weeks
- Capital Project Funding Assessment: 6 weeks
- Scenario Analysis: 3 weeks
- Cost of Service Study: N/A

**Phase 3: 16 weeks**

- Debt Financings: 16 weeks
- Pension Management Strategies: 6 weeks
- Rate Increases and Grants: N/A
- Fiscal Policies and Financial Plan: 8 weeks



**Appendix A: Professional Biographies – UFI Team Members**



## MICHAEL BUSCH

*Chief Executive Officer*

### CONTACT

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Suite 1246 Orange, CA 92868

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EMAIL:

[Michaelb@urbanfuturesinc.com](mailto:Michaelb@urbanfuturesinc.com)

### EDUCATION

M.P.A. – Finance and Public  
Works

*Cal State University, Long Beach*

B. A., Urban and Regional  
Planning

*Cal State Polytechnic University,  
Pomona*

### PROFESSIONAL AFFILIATIONS

California Redevelopment  
Association (CRA)

California Society of Municipal  
Finance Officers (CSMFO)

Past President – Municipal  
Management Association of  
Southern California (MMASC)

Past Chair – Cal-ICMA

### Profile

Michael Busch is an accomplished municipal executive and public finance professional who has helped manage several public agencies as an assistant city manager and finance director. Through his leadership of UFI and engagement with professional organizations, Michael helps cities, counties, special districts, and nonprofits across the State of California identify emerging trends, engage in critical policy issues, exchange proven practices, and advance their missions through sound fiscal and operational policy. During his 14-year tenure with UFI, numerous public agencies have engaged Michael as both a strategic consultant and municipal advisor based on his public finance expertise and broad understanding of fiscal issues affecting the public sector. Michael has worked on over \$5 billion in tax-exempt and taxable debt, including lease revenue bonds/COPs, water/wastewater revenue bonds, TABs, CFD and assessment district bonds, and New Market Tax Credits. He has executed lease transactions for the Cities of Lake Elsinore, Desert Hot Springs, Coachella, Orange, and is currently assisting the Cities of Menifee and San Jacinto on the evaluation of lease revenue bonds to finance public facilities.

### Relevant Project Experience

- City of Coachella, 2022 Water Revenue Bonds
- Rowland Water District, 2021 Refunding Bonds
- Walnut Valley Water District, 2021 Refunding Bonds
- City of Oceanside, 2021 Water Revenue Bonds
- City of Covina, 2020 Water Installment Agreement
- Culver City, 2019 Wastewater Revenue Bonds



## WING-SEE FOX

### *Managing Director*

#### CONTACT

1470 Maria Lane, Suite 315,  
Walnut Creek, CA 94596

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EMAIL:

[wingseef@urbanfuturesinc.com](mailto:wingseef@urbanfuturesinc.com)

#### EDUCATION

MBA

*Columbia Business School*

MSW

*Columbia University School of  
Social Work*

BA, Psychology

*Stanford University*

#### PROFESSIONAL AFFILIATIONS

Women in Public Finance (WIP)

Asian Americans in Public Finance  
(AAPF)

California Society of Municipal  
Finance Officers (CSMFO)

Communications Committee

Class of 2015 LeaderSpring Fellow

#### Profile

Wing-See Fox is the Series 54 Municipal Advisor Principal of UFI and leads the Public Finance Group. Wing-See has over a decade of experience in the fields of municipal advising, public finance, and municipal securities. She has worked on over \$3 billion in municipal debt offerings for cities and special districts in California including lease revenue bonds and certificates of participation. She has recently executed lease transactions for the Cities of Claremont, South San Francisco, Orange, Atherton, the Town of Apple Valley and Cosumnes Community Services District. Wing-See excels in gaining a thorough understanding of credits, validating assumptions in financial projections, and structuring bond transactions to meet the needs of the issuer while maximizing credit strength and marketability to investors. She has extensive experience developing credit presentations geared towards the criteria of rating agencies in order to achieve the highest possible ratings. Prior to becoming a municipal advisor, Wing-See was a public finance investment banker, having worked at Raymond James Public Finance in San Francisco and UBS Investment Bank in New York.

#### Relevant Project Experience

- Diablo Water District, 2022 COPs
- Tamalpais Community Services District, 2020 Wastewater Rev. Bonds
- Ukiah Valley Sanitation District, 2020 Wastewater Rev. Bonds
- Diablo Water District, 2019 COPs
- City of Covina, 2020 Water Installment Agreement
- Culver City, 2019 Wastewater Revenue Bonds
- San Juan Water District, 2017 Water Revenue Bonds



## BRANDEN KFOURY

*Director*

### CONTACT

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[brandenk@urbanfuturesinc.com](mailto:brandenk@urbanfuturesinc.com)

### EDUCATION

BS, Finance  
*New York University*

### PROFESSIONAL AFFILIATIONS

California Society of Municipal  
Finance Officers (CSMFO)

### Profile

Branden Kfoury joined Urban Futures in 2019. He has worked on a variety of debt offerings for cities and special districts in California including, but not limited to utility revenue bonds, general obligation bonds, lease revenue bonds, CFD and assessment district bonds, as well as tax allocation bonds. Mr. Kfoury has extensive experience in all aspects of the bond financing process and excels at providing value-added debt structuring, credit and quantitative analysis. Previously, Mr. Kfoury worked as a Senior Associate at Fieldman, Rolapp & Associates where he supported the firm's city and special district clients. Mr. Kfoury has held prior roles in public finance investment banking, bond insurance, as well as in the technology industry. He graduated Cum Laude from New York University with a Bachelor of Science degree in Finance and a minor in Politics.

### Relevant Project Experience

- Diablo Water District, 2022 COPs
- Rowland Water District, 2021 Refunding Bonds
- Walnut Valley Water District, 2021 Refunding Bonds
- Hercules, 2021 Wastewater Refunding Bonds
- Diablo Water District, 2019 COPs
- City of Covina, 2020 Water Installment Agreement
- Culver City, 2019 Wastewater Revenue Bonds

## Regulatory Disclosure

**Disclosure of Conflicts of Interest and Legal or Disciplinary Events.** Pursuant to Municipal Securities Rulemaking Board (“MSRB”) Rule G-42, on Duties of Non-Solicitor Municipal Advisors, Municipal Advisors are required to make certain written disclosures to clients and potential clients which include, amongst other things, Conflicts of Interest and any Legal or Disciplinary events of Urban Futures, Inc. (“UFI”) and its associated persons.

**Conflicts of Interest. Compensation.** UFI represents that in connection with the issuance of municipal securities, UFI may receive compensation from an Issuer or Obligated Person for services rendered, which compensation is contingent upon the successful closing of a transaction and/or is based on the size of a transaction. Consistent with the requirements of MSRB Rule G-42, UFI hereby discloses that such contingent and/or transactional compensation may present a potential conflict of interest regarding UFI’s ability to provide unbiased advice to enter into such transaction. This conflict of interest will not impair UFI’s ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

It should be noted that other forms of compensation (i.e., hourly or fixed fee based) may also present a potential conflict of interest regarding UFI’s ability to provide advice regarding a municipal security transaction. These other potential conflicts of interest will not impair UFI’s ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

**Other Municipal Advisor Relationships.** UFI serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another UFI client. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, UFI could potentially face a conflict of interest arising from these competing client interests. UFI fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with its clients.

If UFI becomes aware of any additional potential or actual conflict of interest after this disclosure, UFI will disclose the detailed information in writing to the issuer or obligated person in a timely manner.

**Legal or Disciplinary Events.** UFI does not have any legal events or disciplinary history on UFI’s Form MA and Form MA-I, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. The Issuer may electronically access UFI’s most recent Form MA and each most recent Form MA-I filed with the Commission at the following website: [www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html). There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC. If any material legal or regulatory action is brought against UFI, UFI will provide complete disclosure to the Issuer in detail allowing the Issuer to evaluate UFI, its management and personnel

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING(S)

**MEETING DATE(S):** JUNE 15 & 19, 2023

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

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

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## AWARD OF CONTRACT TO TKE ENGINEERING, INC. FOR ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES

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### STAFF RECOMMENDATION

Authorize the General Manager to execute a contract for a not to exceed amount of \$250,000, with the option to extend for four (4) additional one (1) year terms not to exceed five (5) years, with TKE Engineering, Inc. for On-Call Professional General Engineering Services.

### SUMMARY

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

### ANALYSIS

On March 14, 2023, staff issued a Request for Qualifications/Proposal for On-Call Professional General Engineering Services, and TKE was one of the fifteen respondents. The proposals were evaluated by three MSWD staff members and each of the respondents were ranked on a 100-point scale. Contracting with TKE Engineering will allow staff to continue to utilize their professional engineering services, as required, on a time and materials basis. This practice helps to accomplish the technical engineering services and support the District needs to continue to provide. TKE's services include design and plan review, grant acquisition and administration, surveying, bidding assistance, inspection services, project and construction management of water, wastewater, and recycled water systems, preparing agreements, and general engineering services. Outside consultants also bring with them a wide range of skilled talents they have available in-house, which if duplicated at the District would be a substantial cost.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for services is not anticipated to exceed \$250,000 per year. As of May 3, 2023, the line-item operating expense for TKE for this fiscal year is \$56,000 of the approved budget amount of \$90,000. Other approved costs have been charged to capital job numbers such as the RWRWF, CVRWVG, SGMA, UWMP, AQMD Solar, SNMP, Well 42, HWWTP Tertiary Effluent Filters, GQPP Area A & G, GQPP Area H & I, GQPP Area M-2, RWRWF Roadway, Regional Conveyance Trunk Sewer, Well 22 Rehabilitation, Well 34 Rehabilitation, and the Water and Wastewater Master Plans Update projects, which are outside the current line item. Total amount paid this fiscal year averages around \$13,760/month for line item and capital costs combined. Staff will monitor and manage the use of the consultant to maintain acceptable levels of cost based on the needs presented.

### ATTACHMENTS

TKE Engineering, Inc. Agreement for Professional General Engineering Services  
Summary of Evaluations

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

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

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

DATE: July 1, 2023

PROJECT DIR#: \_\_\_\_\_

TITLE: **On-Call Professional General Engineering Services**

The undersigned Consultant agrees to furnish the following:

**All Work/Services per the attached Exhibit A – Technical Proposal and in accordance with Exhibit B – Rate Schedule 2023-2024 as provided by TKE Engineering, Inc., and per Exhibit C – Term, Early Termination & Notice**

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

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

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

Accepted:  
Mission Springs Water District

Consultant:  
TKE Engineering, Inc.  
(Business Name)

By: \_\_\_\_\_  
Arden Wallum  
General Manager/Chief  
Title Engineer

By: \_\_\_\_\_  
Steven Ledbetter  
Title Vice President

Other authorized representative(s):  
Brian Macy  
Assistant General Manager

Other authorized representative(s):  
Michael Thornton  
President

Eric Weck  
Engineering Manager

Terry Renner  
Senior Vice President

Consultant agrees with the Mission Springs Water District that:

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

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

- 1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01)
- 2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto)

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

General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury, and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).



1. Automobile Liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.
2. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

**Required Provisions –**

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later edition is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
  - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
  - Workers Compensation Insurance – As required by the State of California, with Statutory Limits and Employer's Liability Insurance of no less than \$1,000,000 per accident for bodily injury or disease. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the Mission Springs Water District, its elected or appointed officers, officials, agents, authorized volunteers, and employees for losses paid under the terms of this policy which arise from work performed by the named insured for the Mission Springs Water District; but this provision applies regardless of whether or not the Mission Springs Water District has received a waiver of subrogation from the insurer.
  - Consultant shall require and verify that all sub-contractors maintain insurance meeting all requirements stated herein, and Consultant shall ensure that Mission Springs Water District its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.
  - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A: VII, or equivalent, or as otherwise approved by Mission Springs Water District.
  - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
  - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
- g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
- h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.
- i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including but not limited to Cal/OSHA requirements.

- j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.
- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement.
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative.
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement.
- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates, and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict-of-interest statute.

- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.
- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third-Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations, or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.
- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.

- dd. This work is subject to the State of California "Prevailing Wage Rates". This work 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 (DIR) 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.

Pursuant to SB 854, 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 electronic certified payroll records directly to the Labor Commissioner using the California Division of Labor Standards Enforcement's online portal. Pursuant to Labor Code 1776, Contractor and all subcontractors shall submit certified payroll records and proof of e-CPR uploads, for all weeks of construction; progress payments may be withheld for noncompliance.

EXHIBIT A  
**REQUEST for PROPOSAL** Item 14.  
**ON-CALL PROFESSIONAL GENERAL ENGINEERING SERVICES**



for:  
**MISSION SPRINGS WATER DISTRICT  
ENGINEERING AND OPERATIONS**  
Attn: Eric Weck  
66575 Second Street  
Desert Hot Springs, CA 92240



**April 4, 2023**  
**2:00 p.m.**

Prepared by:



2305 Chicago Avenue  
Riverside, California 92507  
(951) 680-0440

# TABLE OF CONTENTS

## Proposal

**Section A | Cover Letter**

**Section B | Statement of Understanding and Approach**

**Section C | Consultant Information**

**Section D | Consultant Personnel**

**Section E | Experience and References**

**Section F | Disclosures**

**Section G | Pricing (submitted separately)**

**Prepared for:**



Mission Springs Water District  
Engineering and Operations  
66575 Second Street  
Desert Hot Springs, CA 92240  
**Contact:** Eric Weck  
**Phone:** (760) 329-6448 ext. 122  
**E-mail:** [engineering@mswd.org](mailto:engineering@mswd.org)

**Prepared by:**



TKE Engineering, Inc.  
2305 Chicago Avenue  
Riverside, CA 92507  
**Contact:** Steven W. Ledbetter, P.E.  
Vice President  
**Phone:** (951) 680-0440  
**E-mail:** [sledbetter@tkeengineering.com](mailto:sledbetter@tkeengineering.com)



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

April 4, 2023

Mr. Erick Weck, P.E.  
Engineering Manager  
**Mission Springs Water District**  
66575 2nd Street  
Desert Hot Springs, CA 92240

**Subject: On-Call Professional General Engineering Services**

Dear Mr. Weck

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

**A. Consultant Identification** - TKE, a California Corporation, is located less than 45 minutes from the MSWD service area at 2305 Chicago Avenue, Riverside, California 92507 and can be reached by phone at (951) 680-0440. TKE has a longstanding partnership with MSWD assisting with water resource management and capital project development and implementation. TKE currently provides the City of Highland, Hesperia, Fontana, Calimesa, Riverside County Flood Control and Water Conservation District and the San Bernardino Municipal Water Department, with on-call engineering services and is highly qualified to perform the services necessary for capital improvement project delivery. TKE is enthusiastic about the opportunity to continue to assist MSWD in improving the water and sewer system infrastructure and sustainable water resource management within the community.

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

**B. Project Team** – TKE is a full service, multi-disciplinary consulting firm, licensed in California and offering in-house delivery of planning, grant acquisition and administration, preliminary design, final design, topographic surveying, mapping, right-of-way engineering, legal and plat preparation, utility research, coordination and relocations services, bid assistance, construction management, inspection, plan checking, and construction staking services for wastewater systems, water systems, recycled water

systems, transportation, street widening, pavement rehabilitation, sidewalk, parking lots, traffic signal, striping, grading, storm drain, detention/retention basins, and park improvement projects. Our wide variety of services and expertise allows us to complete nearly all services in-house.

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

Our experience in the region with MSWD, the Coachella Valley Association of Governments, City of Coachella, La Quinta, Highland, Hesperia, Fontana, Needles, Calimesa, Riverside County Flood Control and Water Conservation District, City of San Bernardino Municipal Water Department, Rancho California Water District, Rubidoux Community Services District, Western Municipal Water District, and West Valley Water District; numerous accomplishments, as well as management skills will help maintain continuity in the delivery of the MSWD's upcoming projects and makes TKE an excellent fit to continue providing services to MSWD. TKE takes a team approach to all projects and emphasizes the importance of constant communication between all members of the team, from the client to the consultants.

**C. Addenda** – TKE acknowledges receipt and incorporation of Addendum No. 1 dated March 21, 2023 related to the bid opening procedure.

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

**E. Proposal Validity** – TKE's proposal shall remain valid for a period of 120 days from the date of submittal.

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

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

Sincerely,



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



## SECTION 2 | STATEMENT OF UNDERSTANDING AND APPROACH

### A. PROJECT UNDERSTANDING

The Mission Springs Water District (MSWD) desires to retain a professional consultant to assist MSWD Staff with providing On-Call General Engineering Services for a variety of both development and Capital Improvement Program (CIP) Projects. Anticipated projects may include, but are not limited to: utility installation for sewer and water pipelines and facilities, as well as water resource management. TKE is prepared to help MSWD achieve its mission in providing protecting, and preserving our most valuable resource – water!. To accomplish this advancement, we will perform on-call general engineering services of City-owned facilities under the following disciplines:

- △ Environmental Compliance Processing , Preliminary Engineering and Right-of-Way Engineering
- △ Permitting
- △ Grant Acquisition and Administration
- △ Preliminary and Final Design
- △ Pre-Construction Phase

TKE has provided numerous municipalities and agencies throughout Southern California with consulting design, surveying, plan checking, construction management and grant management services for every facet of Public Works. TKE proudly serves municipal agencies the following services on a routine basis. The following is a typical list of services provided by TKE Engineering, Inc.

### GRANT WRITING / FUNDS MANAGEMENT

TKE's Grant Writing and Funds Management team enables our municipal and agency partners of any size to find potential funding sources and to prepare competitive funding applications. Additionally, after funds are awarded to a partner, TKE ensures compliance with state and federal funding requirements. In the past few years, TKE has obtained over \$75 million in funding for our

public works projects and transportation improvements.

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

TKE has assisted clients secure funding from the following programs:

- △ Department of Water Resources – Proposition 84, 1, and 68 Grant Programs
- △ State Proposition 1E and 84 Flood Management Funding
- △ Department of Water Resources – Infrastructure Rehabilitation Grant
- △ Groundwater Grant Program
- △ State Water Resources Control Board – State Revolving Fund Program, Small Community Wastewater Program,
- △ SRTS and SR2S (Safe Routes to Schools)
- △ Active Transportation Program (ATP) Funding
- △ Highway Safety Improvements Program (HSIP) Funding
- △ Federal Transportation Funding thru Caltrans Local Assistance
- △ Community Development Block Grant (CDBG) Funding

***TKE is prepared to help MSWD achieve its mission in providing, protecting, and preserving our most valuable resource – water!***

### PROJECT / PROGRAM MANAGEMENT

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

contract specifications, terms, conditions, state and federal laws and regulations, and client policy.

Our management portfolio includes:

- △ Utilities Improvement Projects
- △ Facilities Improvement Projects
- △ Major Infrastructure Projects
- △ Reconstruction and Rehabilitation Projects
- △ Pavement Rehabilitation Projects
- △ Street Widening Projects
- △ Signing and Striping Projects

#### TRAFFIC SIGNAL PROJECTS CIVIL ENGINEERING

- △ Potable and Recycled Water Infrastructure Planning and Design
- △ Water System Reservoirs and Pumping Facilities
- △ Water and Wastewater Treatment Systems
- △ Sanitary Sewer Infrastructure Planning and Design
- △ Sanitary Sewer Gravity Main, Force Main, and Lift Stations
- △ Storm Drainage Infrastructure Planning and Design
- △ Capital Improvement Programs (CIPs)
- △ Retention / Detention Basins
- △ Storm Drain and Channels
- △ Floodplain Analysis and Mapping
- △ Hydrologic Studies / Hydraulic Design
- △ Storm Water Pollution Prevention Plans (SWPPP)
- △ Sediment and Erosion Control Facilities
- △ Hydromodification Studies / Water Quality Management Plans (WQMPs)
- △ Pavement Rehabilitation
- △ Pavement Management Systems
- △ Local Streets and Road Design
- △ Street Widening
- △ Grading Studies, Design and Earthwork Analysis
- △ Neighborhood Improvement Preservation
- △ Traffic Signal Design

- △ Traffic Studies and Warrant Analysis
- △ Traffic Impact Studies

#### SURVEYING, MAPPING, AND RIGHT-OF-WAY ENGINEERING

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

- △ Construction Layout/Staking
- △ Right-Of-Way Engineering
- △ Boundary Surveys
- △ Construction Surveys
- △ Design Surveys
- △ Legal Description Surveys
- △ Aerial Mapping
- △ A.L.T.A. Surveys
- △ Topographic Surveys
- △ Control Surveys
- △ Easement Surveys
- △ Transportation Improvements
- △ Land and Real Estate Evaluations
- △ Grade Separations
- △ Street Widening
- △

#### PLAN CHECKING

TKE has provided numerous municipalities and agencies throughout Southern California with consulting services and staffing for every facet of Public Works including MSWD for the past 23 years. In addition, we have worked on multi-million dollar regional mega projects for a variety of government agencies. TKE recognizes the importance of staffing based on a client's need and workload. Our flexible support and qualified staff enables our clients to serve their community in a cost effective and efficient manner.

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

TKE has provided similar services to those requested here for a number of different agencies.

TKE understands that MSWD development and capital improvement standards were developed to meet the needs of that particular community. TKE has developed a thorough understanding of these standards together with the needs of the community. For each project that TKE is assigned, TKE will verify compliance with MSWD standards. Furthermore, with our extensive experience, TKE will be able to recommend improvements to these standards to ensure expedited project delivery and enhanced public infrastructure.

#### COMMUNITY OUTREACH / PUBLIC RELATIONS

Depending on MSWD's needs, TKE's strategies are designed to reach, inform, and involve constituents and stakeholders of planning proposals, projects and programs. If requested, we can provide opportunities for interested parties to comments, enabling actionable analysis and results for feedback received. TKE's outreach methods result in building greater consensus and public buy-in. Services include the design, planning and execution of:

- △ Marketing campaigns
- △ Public information meetings / Groundbreaking ceremonies
- △ Project branding
- △ Project website design and construction
- △ Bilingual project collateral materials (brochures, presentation boards, etc.)
- △ Graphic design

## SECTION 3 | APPROACH TO THE SCOPE OF WORK

### A. PROJECT APPROACH

Whether the services required are planning, design, survey or construction related, successful project delivery is our goal. Our definition of successful project delivery is:

- △ Project completion that meets all project requirements and specifications through:
  - Programming
  - Site Planning
  - Preliminary Design
  - Program Verification
  - Design:
    - Schematic Design
    - Design Development
    - Construction Documents
    - Specifications
- △ Project Completion on Schedule
- △ Project Completion within Budget

Our goal is not limited to any one phase of a project only but includes the incorporation of value engineering and constructability review. Through the examination of specific design and construction alternatives, we will identify the most cost-effective project alternative that meets projects requirements and will provide for the greatest opportunity for expedited construction, which allows us to consistently deliver projects that use public resources in a very wise and responsible manner. We have developed this project approach in order to maintain an expertise in our core business of public works projects with tight budgetary constraints.

To achieve our goal, we approach our projects by first developing a project plan. Our project plan considers the major issues described below and development of project tasks (Scope of Services) to be performed by the design team, preparation of task budgets and preparation of a schedule to complete each task. Prior to beginning preparation of a project plan and Scope of Services, we would perform the following:

- △ Detailed Review of the Project
- △ Preliminary Research and Data Collection
- △ Client Inquiries
- △ Field Reconnaissance

### IMPLEMENTATION PLAN

TKE's implementation plan includes the following key elements which we routinely provide for each of our projects:



### PROJECT MANAGEMENT

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

TKE's management approach includes:

### MONTHLY PROGRESS REPORTS

TKE documents project progress for all projects assigned to TKE by a comprehensive project management summary. The summary includes

project name and related number, description of progress, budget status, schedule compliance, and anticipated upcoming accomplishments.

#### COMMUNICATION

Communications with MSWD staff is another important component to effective project management. In addition to the monthly progress reports, TKE meets with clients as needed to ensure the projects are proceeding as anticipated. We document each discussion or meeting with notes and electronically mail them to the project team within three days of the meeting / conference indicating action items and a schedule for completion of these items.

#### RECORD KEEPING

TKE keeps records in an organized filing system both in hard copy and electronic forms. This organized filing system allows TKE to access records immediately should they be needed.

#### MEETINGS

TKE meets with project stakeholders as needed including the public, permitting agencies, utilities, etc. We meet with them at the project's onset and throughout the course of project development to ensure all stakeholder project needs are considered in the project design. All meeting preparation (City/Board Staff Reports, agendas, exhibits, slide shows, etc.) will be prepared by TKE for each meeting. Again, meetings will be documented. TKE has provided numerous similar presentations to Councils/Boards (closed sessions, council meetings, community meetings, etc.).

#### TEAM MEETINGS

Team meetings include all parties that have any interest in the project development. In particular, the MSWD's Engineering Department and design consultants will be close working partners with TKE in project development and environmental compliance for capital projects. TKE will function as an extension of MSWD staff in meeting and coordinating with design consultants, while ensuring accurate minutes are kept for all pertinent meetings to ensure critical design decisions are memorialized and adhered to throughout the design and/or construction process.

#### CIP PROJECT MANAGEMENT

Project management will be an essential element in all types of project delivery. Effective communications will lead to effective management. Management will include weekly reviews of project budget and schedules and regular meetings with all project shareholders.



#### *Mission Springs Water District | Regional Water Reclamation Program Management*

For all projects, the most important aspect of management will be to ensure that MSWD's interests are protected to the maximum extent possible and project schedules are met. TKE will ensure that public funds and impact fees are used for the benefit of the community. Any deviation from standards and requirements will be referred to the Engineering Manager, and TKE will implement direction given by MSWD. Maintaining excellent communications will prevent any project processing misunderstandings and will avoid project delays. TKE management techniques always result in efficient project delivery.

Managing other consultants is another area that TKE excels. Due to our extensive variety of project experience, specifically in these types of roles, TKE has a vast amount of knowledge with all public works improvement projects and operating as owner representative. With this understanding, TKE is able to manage others and avoid any costly project changed conditions and delays.

#### REGULATORY, SUBDIVISION MAP ACT AND CITY STANDARDS COMPLIANCE

Another primary function of TKE staff is to verify compliance with aspects of federal, state, and local

laws as well as the subdivision map act and City standards. TKE is already well versed with federal, state and local development law and the map act requirements. Further, TKE will familiarize ourselves with City standards verifying that all construction related to engineering components, are constructed in accordance with these requirements and standards.

#### FEDERAL / STATE FUNDING COMPLIANCE

TKE will verify that all construction activities, records management and processing are completed in accordance with project requirements including Caltrans Construction Manual and Federal / State requirements. TKE is already working closely with Caltrans Local Assistance on numerous other projects and is very familiar with funding requirements ensuring that MSWD's projects will be delivered efficiently. TKE also has current experience with Caltrans District 8 preparing requests for authorization to proceed to construction, programming change requests, and variance to finance letter requests to conform to actual bid amounts. In addition, TKE has experience in performing grant administration with the State Water Board and Department of Water Resources (both directly and via the Mojave Integrated Regional Water Management Group).

#### FINANCE AND ADMINISTRATION

TKE is familiar with a number of funding sources for capital improvement projects. TKE has prepared numerous applications and administered these funds for a number of agencies. TKE has extensive experience with Federal and State funded projects including:

- △ Highway Safety Improvement Program (HSIP)
- △ Transportation Enhancement Program (TE)
- △ Congestion Management & Air Quality (CMAQ)
- △ Safe Routes to School (SRTS)
- △ Community Development Block Grant (CDBG)
- △ U.S. EPA Clean Water Grant
- △ U.S. Army Corp Environmental Infrastructure

- △ U.S. HUD Community Development Block Grants
- △ Active Transportation Program (ATP)
  - Safe Routes to School (SR2S)
- △ Road Repair and Accountability Act of 2017 (SB1)
  - Local Partnership Program (LPP)
  - Local Planning Grants
  - Local Street and Road Maintenance and Rehabilitation
- △ Mobile Source Reduction Committee (MSRC)
- △ TDA Article 3
- △ Rubberized Asphalt Concrete (RAC)
- △ CA EPA Clean Water SRF
- △ Proposition 1 and 68
  - Drinking Water SRF
  - Clean Water SRF
  - Storm Water Grant Program
  - Integrated Regional Watershed Management Program
  - Flood Management Program

We will apply this knowledge to process current projects and continue to work with City staff to match funding streams with proposed capital improvement projects.

#### ENVIRONMENTAL COMPLIANCE

Environmental permitting for projects within the CIP may be complex and involve coordination with multiple jurisdictional agencies, in addition to the normal CEQA analysis and determination. Our preliminary review of the CIP indicates that many projects projected will qualify for a categorical exemption. Notwithstanding, TKE has experience in successfully managing Initial Studies, Mitigated Negative Declarations, and Environmental Impact Reports. Other projects may require some additional environmental permit requirements including Clean Water Act (CWA) Section 404 permits from the United States Army Corps of Engineers, CWA Section 401 or Lake and Streambed Alteration permits from the Regional Water Quality Control Board, Section 1602 Permits

from the California Department of Fish and Wildlife, and potential US ESA Section 7 permitting from the United States Fish and Wildlife Service. TKE has experience in the acquisition of each of these different permit types and will provide excellent management and oversight to ensure environmental compliance permitting is implemented.

#### PROJECT BUDGETS AND SCHEDULING

TKE has extensive experience in monitoring budgets and evaluating project / construction schedules to ensure delivery of projects that are within budget and on-schedule. The evaluation of the budget and schedule will consist of comparing historical design / construction phase costs and time frames, best practices, agency and manufacturer recommendations, budget and scheduling requirements against the approved contracts. The review of this will take into considerations input from Subject Matter Experts (SME), stakeholders, project plans / specifications, the risk register, and the approved budget and schedule.

The main reason for the evaluation of the budgets and schedule is to ensure that resources, equipment, materials, and staff (personnel, contractors, and inspectors) are available when needed and projects delivery meets MSWD's requirements. The availability of personnel, alternate priorities, multiple levels of approval, unfamiliarity with the project, internal / external politics, and numerous other factors can impact both the project budget and schedule. TKE has the experience to oversee the project budget scheduling with consultants and contractors to identify potential cost or time overruns and apply corrective action to mitigate any potential impacts.

#### CONSTRUCTION MANAGEMENT

Construction management is an essential element in project delivery. Effective communications will lead to effective management.

For construction projects, project requirements, project schedule compliance and budget tracking will be important. Project requirements will be assessed by TKE staff and presented to City's management staff. Upon receipt of direction from City staff, TKE staff will be responsible to verify that construction is completed in compliance with those project requirements. TKE's effective construction

management techniques will ensure that compliance will occur.

As noted above, maintaining the project schedule will be one of the most important tasks. Further, maintaining excellent communications will prevent any project processing misunderstandings and will avoid project delays. TKE's developed management techniques have resulted in efficient project delivery throughout our 22 year history.



*City of Calimesa | Citywide Pavement Rehabilitation*

#### STRICT CONSTRUCTION COMPLIANCE

In order to ensure cost controls and maintain project budgets, it is imperative that City employ an experienced construction management and inspection team. Our construction management and inspection team has consistently delivered projects on-time and within budget by maintaining an active dialogue and hands on approach with the project contractor, while ensuring that all construction is consistent with the bid plans and specifications. We are familiar with applicable standards and specifications, including but not limited to numerous San Bernardino County Cities, County of San Bernardino, CalTrans, and Greenbook.

#### INSPECTION

TKE provides experienced, highly qualified staff with significant technical expertise and strong public relations skills for inspection services. All of TKE's inspectors have a background within design and construction, enabling TKE to provide well

rounded inspectors capable of understanding the requirements to construct a project and who are capable of identifying potential change orders and design deficiencies before they occur. TKE is fully capable of providing staff on a full-time, part-time, on-call or interim project basis. Please refer to our project team, together with our corporate resumes to verify our team's technical ability to deliver these services.

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

- △ Daily review and documentation of construction activities (daily reports and digital photo of significant issues and milestones)
- △ Monitor Contractor's daily labor force for compliance with state & federal labor laws.
- △ Field verification of traffic control procedures and consistency with approved Traffic Control Plan
- △ Coordinate with agencies and different stakeholders to ensure smooth progress of construction activities
- △ Monitor project schedule
- △ Verify quantities and assuring quality control
- △ Field observations of construction activities
- △ Maintain complete and accurate project records compliant with Caltrans manual
- △ Review and recommend approval / disapproval of monthly progress pay estimates
- △ Verify NPDES and SWPPP compliance
- △ Prepare weekly statement of working days
- △ Review RFI's, change orders and progress payments
- △ Coordinate punch list and as-built plans
- △ Ensure that materials and completed work comply with plans specifications and design criteria
- △ Implement security procedures
- △ Issue notices for safety concerns and violations
- △ Coordinate with survey, material testing and other construction consultants
- △ Review and ensure compliance with control documents, submittals, RFI's, change orders, and work change directives
- △ Compliance with Caltrans encroachment permit requirements, if required
- △ Preparation of punch list
- △ Coordinate project closeouts activities which include staff report, Notice of Completion, release of retention, warranty walk, and archiving documents.

#### DISPUTE RESOLUTION

TKE's construction managers are highly skilled with and have provided dispute resolution on a number of past projects. The keys to avoiding potential costly and time-consuming disputes are knowledge, communication and organization. Our construction managers pride themselves on thorough research and review of the project plans and specifications and existing knowledge and understanding of Caltrans, Greenbook and other standard plans and specifications. Their effective communications skills ensure that all stakeholders are constantly advised of project progress and requirements. Their proactive organizational program effectively manages the construction schedule, documents action items with required



follow-up and continuous schedule reviews and anticipate needs for future action items. Our project manager's 'can do' approach to all project issues nearly always results in resolution. They are non-combative with all project stakeholders, maintaining professional working relationships with each stakeholder regardless of conflict. Their perseverance and vast knowledge and experience of issues will resolve challenges while protecting City's and local jurisdictional agencies interests.

#### CONFLICT RESOLUTION

One of TKE's greatest strengths is conflict resolution. Through our history, not one of TKE's projects has resulted in litigation. We use a proactive approach to conflict resolution that includes continuous communications, development of alternative proposals and reason. Our not-confronting project and construction management approach has proven success.

#### PUBLIC RELATIONS

TKE's Construction Manager and Inspector are experienced with public relations associated with construction projects. TKE performs initial site visits to all potentially affected properties to discuss the upcoming project and any potential concerns the property owner and/or tenant may have. TKE identifies improvements that will benefit the property owners to help them understand the importance of project construction. Our approach builds a project coalition with the property owners and tenants which reduces public complaints at City Council meetings and provides a sense of ownership with the project. TKE's Inspector also performs routine visits during construction to check on the property owners concerns and to see if there are any issues that need to be mitigated.

#### CITY STAFF REQUIREMENTS

For all projects, TKE will require MSWD to provide records of existing improvement drawings and copies of any centerline ties and benchmarks during the records research phase. In addition, MSWD will also be required to provide final direction on alternatives, critical design options, and plan check comments at all pertinent phases of design. TKE is familiar with MSWD's GIS system, the resources it provides, and using it as a tool to relieve burdensome requests to City staff. Further,

TKE has been working with MSWD for over 10 years and has developed a vast understanding of MSWD's needs and maintained a database of records that will be used to support CIP delivery.

**TKE Engineering, Inc. | AT A GLANCE**



**City/District Engineer**  
TKE is the City District Engineer in 10 Cities/Districts



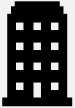
**Staff Augmentation**  
TKE currently provides Staff Augmentation in 10 Cities / Counties / Districts



**Municipal On-Call Contracts**  
TKE currently provides Civil Engineering Design, Project Support, and Survey services for more than 30 Cities / Counties / Districts throughout Southern California



**Size of Organization**  
43 Professional Engineers, Project Managers, Surveyors, Plan Checkers, Inspectors, Designers, Construction Managers, and Support Staff



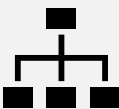
**Location of Office**  
TKE Engineering, Inc.  
2305 Chicago Avenue  
Riverside, CA 92507



**Years in Business**  
TKE has conducted business for the past 23 years and has 23 years of experience in providing street widening and design services for municipal client projects



**Company Structure**  
TKE is a California Corporation founded in June 2000. TKE has no affiliates or subsidiary companies. California Business License Number: 00109901  
TKE DIR No. 1000413173



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



**Mission Spring Water District Point of Contact**  
Steven Ledbetter, P.E.  
Vice President  
2305 Chicago Avenue  
Riverside, CA 92507  
Phone: (951) 680-0440  
Email: sledbetter@tkeengineering.com

**SECTION C | CONSULTANT INFORMATION**

**1. FIRM BACKGROUND**

TKE Engineering, Inc. (TKE), a California Corporation, was established in 2000, and in the last 23 years has developed into one of Southern California’s premier full-service consulting engineering, surveying and construction management firms. TKE was established with the goal of providing turnkey services for municipal projects in order to benefit our community. As a result of the focus of a firm on this mission, TKE has earned a reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work. We are a highly motivated, dynamic firm with the goal of being your preferred consultant. TKE has been providing design and survey services to municipalities for street improvement projects for the past 23 years.

TKE provides turnkey design and survey services to numerous municipalities throughout Riverside, San Bernardino, and Los Angeles Counties. TKE routinely provides the following municipal services: Project Development, CIP Design, Surveying, Traffic Engineering, Project Management, Plan and Map Checking, Program Management, construction management, inspection, Utility Company Coordination and Management, Public Outreach, Grant Funding, CDBG, HUD and Federally/State Funded Project Management, and Construction Surveying services. Our wide range of services and history with Mission Springs Water District (MSWD) provides our team with an intimate knowledge and experience of the common pitfalls associated with each project variation and our past history of successfully overcoming these challenges. This allows our team to provide quick and efficient decisions to be made related to design, which helps to reduce the potential for delays and keeps the project on schedule.

TKE is currently providing On-Call general engineering services as well as construction management and inspection services on the RWRP treatment plant and sewer project. We are committed to providing high quality, comprehensive services to meet all of MSWD’s needs. TKE’s Project Manager will be in contact with MSWD staff and our subconsultants weekly to ensure that the project is progressing on

schedule and within the allocated budget. It is this personal touch and contact that define our “local service” approach. We consider ourselves community builders and take ownership of projects assigned to TKE, ensuring that our personnel are highly trained and active to keeping the design on schedule and the project within budget using our superior communication and management skills. Our experience with MSWD and in the low desert region, water and waste water expertise, communication skills, numerous accomplishments, as well as management skills, will help maintain continuity in the delivery of MSWD’s capital project. TKE takes a team approach to all projects and emphasizes the importance of constant communication between all members of the team, from the client to the contractor and other consultants.

### LEGAL AND FINANCIAL CONDITION

TKE’s organizational structure has steadily grown since our inception 23 years ago, which provides us with a solid foundation and ensures successful completion of this project. In TKE’s 23 years of business, not a single TKE project has gone through litigation. TKE has an annual gross revenue of more than \$10 million and there are no financial conditions that may impede TKE’s ability to provide services, or complete any projects as outlined in the RFP and Professional Services Agreement. No conditions or organizational conflicts of interest exist that will affect the ability of TKE to perform the required duties as described in this proposal.

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

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

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

Experience

34 Years

Credentials

California Professional Civil Engineer #44226

California Professional Land Surveyor #6867

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

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

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

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

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

Experience

19 Years

Credentials

California Professional Civil Engineer #84044

Mr. Ledbetter has over 19 years of professional experience in the civil engineering industry. He has handled various critical and challenging projects from planning through design and implementation; all while ensuring that a quality product which meets specifications is delivered on schedule. He has a well-rounded background with experience in preparation and analysis of street and utility improvement plans and specifications, potable and non-potable water, wastewater, and drainage; utility master planning including computer modeling, analysis, and report preparation; water supply planning including feasibility studies, urban water management plans, water supply assessments, and verifications; storm water compliance reporting including water quality management plans and, storm water pollution prevention plans, permitting and grant writing for various State and Federal agencies.

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

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

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

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

Experience

20 Years

Credentials

California Professional Civil Engineer #69984

California Qualified SWPPP Developer #24329

Arizona Professional Civil Engineer #55194

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

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

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

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

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

##### Education

Riverside Community College

##### Experience

52 Years

##### Credentials

California Professional Land Surveyor #4230

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

\*Resumes for key personnel may be found as an attachment at the end of this proposal.

#### ***ADDITIONAL RESOURCES***

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

##### **LOR Geotechnical Group, Inc.**

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

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

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

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

A thorough understanding of site conditions is crucial to the success of any project. LOR has implemented a

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

For their Preliminary Geotechnical Investigation Reports they have experienced engineers and geologists that use proven site investigation techniques to accurately characterize the surface and subsurface environment. State of the art equipment is used to explore and sample the soil, rock, and groundwater conditions. In-place soil testing is performed in order to accurately evaluate the site conditions. Their fully equipped laboratory provides proven testing methods to evaluate the mechanical properties of the soil. All laboratory and field data are processed through computerized geotechnical integration programs.

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

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

#### **Tom Dodson and Associates**

TDA incorporated in 1983, is an environmental consulting and regulatory compliance firm. Tom Dodson (President) is involved in day-to-day operation of the firm and is also involved in each project undertaken by TDA. This approach provides the company owner with knowledge and input into each

project, thus ensuring that each project receives the firm's high standard for product quality.

A common theme of all TDA projects is compliance with environmental requirements while meeting project schedules. TDA works with clients to meet schedules and identify reasonable and ethical environmental requirements. For every project, TDA has found there is a mutually acceptable balance between development goals and the need to protect the environment. TDA strives to define this balance for clients and regulators and present workable solutions that both parties can accept as the basis for implementation of projects. With over 40 years of collective experience in environmental problem-solving, TDA has been remarkably successful in meeting client and environmental objectives.

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

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

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

package to the State Water Board for an SRF loan to fund the proposed reclamation facility.

**JCA Engineering, Inc.**

JCA Engineering (JCA) has been dedicated to providing state of the art electrical engineering services. Mr. James Corns, Principal Engineer, offers more than 20 years of experience. Projects successfully completed within the last year, including efficient public works facilities, represent total construction values exceeding \$40 million.

## SECTION 4 | EXPERIENCE

### A. EXPERIENCE IN PERFORMING SIMILAR WORK

TKE takes pride in our reputation for thoroughness, rapid turnaround, cost efficiency and overall quality of work, and believes that a high level of quality is needed on all CIP Projects. It is our standard to demonstrate proactive leadership and implement effective planning and management practices. As MSWD's qualified professional consultant, our team will adopt MSWD's Project Delivery Process and ensure best practices are being implemented for timely project delivery completed within budget. As MSWD's reliable service provider, we will strategically apply lessons learned from our collective years of experience to deliver quality services.

This section showcases TKE's depth and breadth of resources, which will be led by our team of expert key personnel. The following project examples showcase our team's experience in performing work of a similar nature to the scope provided in the RFP. This experience highlights our ability to effectively manage and coordinate the services requested.





## REGIONAL WATER RECLAMATION PROGRAM MANAGEMENT

*Mission Springs Water District, City of Desert Hot Springs, CA*

**Client Contact:** Mr. Arden Wallum  
Mission Springs Water District  
**Phone Number:** (760) 329-5169  
**Email:** awallum@mswd.org  
**Project Cost:** \$68,000,000  
**Completion Date:** On-Going

### DESCRIPTION

Mission Springs Water District (MSWD) retained TKE to prepare a preliminary engineering analysis that evaluated expanding an existing WWTP or building a new regional WWTP. Ultimately, MSWD selected to proceed with a new regional WWTP, the Regional Water Reclamation Facility (RWRf). Thereafter, TKE was retained to be the program manager for the for the development of the RWRf and associated projects. As program manager, TKE is responsible for coordinating the design, hydrogeological analysis, environmental compliance processing, and construction of the RWRf, a new Regional Conveyance Trunk Sewer to deliver wastewater to the RWRf, and the M-2 Collection System to connect 695 parcels to the sewer system for treatment by the RWRf. In addition, TKE is in charge of grant funding and permit acquisition. In 2022, TKE secured \$68 million in grant funding for the project. The project includes coordination with the State Water Resource Control Board, Regional Water Quality Control Board, Air Quality Management District, other agencies, and other consultants.

### SERVICES

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

### KEY STAFF

Steven Ledbetter, PE  
Terry Renner, PE, LS, QSD  
Shelby Kelley, EIT  
Ron Musser, PLS

### RELEVANCE TO MSWD

- \* *Management of the Program from Inception to Date*
- \* *Program Sequencing*
- \* *Value Engineering*
- \* *Managing CEQA Compliance*
- \* *Managing Permitting*
- \* *Coordination with City, County, RWQCB, and State Water Board*
- \* *SRF and Grant Acquisition and Administration*



## REGIONAL CONVEYANCE FORCE MAIN AND TRUNK SEWER

*Mission Springs Water District, Desert Hot Springs, CA*

<b>Client Contact:</b>	Mr. Arden Wallum Mission Springs Water District
<b>Phone Number:</b>	(760) 329-5169
<b>Email:</b>	awallum@mswd.org
<b>Project Cost:</b>	\$9,000,000
<b>Completion Date:</b>	On-Going

### DESCRIPTION

Mission Springs Water District (MSWD) retained TKE to conduct a preliminary engineering analysis that evaluated potential service areas, trunk sewer/force main alignments, wastewater flow rates, lift station capacity analysis, and other preliminary design criteria needed to identify the preferred alignment of the Regional Conveyance Force Main and Trunk Sewer and potential flow diversions to the Regional Water Reclamation Facility (RWRF). TKE is also responsible for final design and contract documents for approximately 3 miles of the preferred Regional Conveyance Force Main and Trunk Sewer alignment from the intersection of Dillon Road and Avenida Manzana to the RWRF. The project includes environmental compliance and geotechnical investigation, along with coordination with developers, other agencies, Regional Water Quality Control Board, and other consultants.

### SERVICES

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

### KEY STAFF

- Terry Renner, PE, LS, QSD
- Steven Ledbetter, PE
- Octavio Parada
- Shelby Kelly, EIT
- Ron Musser, PLS

### RELEVANCE TO MSWD

- *MSWD Construction Management and Inspection Experience*
- *Sewer Design*
- *Project Sequencing*
- *Managing CEQA Compliance*
- *RCTD Permitting*
- *Coordination with City, County, RWQCB, and State Water Board*



## RECYCLED WATER PIPELINE

*City of Hesperia, CA*

**Client Contact:** Mr. Nils Bentsen  
**Phone Number:** (760) 947-1025  
**Email:** nbentsen@cityofhesperia.us  
**Project Cost:** \$16M  
**Completion Date:** December 2018

### **DESCRIPTION**

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

### **SERVICES**

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

### **KEY STAFF**

Terry Renner, PE, QSD  
 Octavio Parada  
 Ron Musser, PLS

### **RELEVANCE TO MSWD**

- *Recycled Water Design*
- *Utility Relocation/Coordination*
- *Design/Construction Surveying*
- *Railroad Permitting*
- *SCE Permitting*
- *Right-of-Way Engineering*
- *Easement Acquisition/Property Owner Coordination*



## CALIMESA CREEK BASIN AND STORM DRAIN

*City of Calimesa, CA*

**Client Contact:** Ms. Bonnie Johnson  
**Phone Number:** (909) 795-9801  
**Email:** Bjohnson@cityofcalimesa.net  
**Project Cost:** \$7.3M  
**Completion Date:** November 2022

### **DESCRIPTION**

The Calimesa Creek Storm Drain Improvements Project is located in the Cities of Calimesa and Yucaipa south of County Line Road between the Interstate 10 Freeway and 5th Street. The project includes the design of 2,000 linear feet of 96" storm drain pipe and open channel improvements and includes design of a 53 Acre-Foot detention basin for flood control and hydro-modification purposes, providing 100-Year flood conveyance storm drain protection and low flow diversion to the existing Calimesa Creek. Design will also include walking trails and maintenance roads alongside of the improved channel alignment.

### **SERVICES**

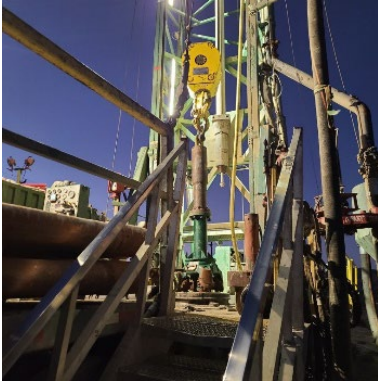
Services include pre-project planning, development, preliminary engineering, hydrology and hydraulics, design, project grant writing, environmental compliance, state and federal funding coordination, utility relocation coordination, right-of-way acquisition and permitting.

### **KEY STAFF**

Terry Renner, PE, QSD  
 Steven Ledbetter, PE  
 Octavio Parada

### **RELEVANCE TO MSWD**

- *Major Drainage Infrastructure*
- *Regional Flood Control Basin*
- *Connection to County Flood Control Facility*
- *Extensive Utility Coordination and Permitting*
- *Hydraulics/Hydrology Modeling*



## WELL NO. 16 AND TRANSMISSION MAIN

*City of Needles*

**Client Contact:** Ms. Rainie Torrance  
**Phone Number:** (760) 326-5700 x 140  
**Email:** rtorrance@cityofneedles.com  
**Project Cost:** \$3.8 Million  
**Completion Date:** March 2022

### **DESCRIPTION**

The Well No.16 and transmission main project is located along Needles Highway, north of Interstate 10, in the City of Needles. TKE prepared the design plans, specifications, and estimates, and provided bidding support and construction management services for the new production well and transmission main. The project was required to provide potable water supply backup and remove inefficiencies in the existing distribution network. The project included design of the well pump and motor, above ground discharge piping, appurtenances, 2,750 linear feet of 16" transmission pipeline, shade structure, electrical system, SCADA system integration, and connections to the existing system.

### **SERVICES**

Services include records research, design survey, coordination with agencies and consultants, preliminary engineering, utility verification, permitting, design, cost estimating, bidding support, and construction management.

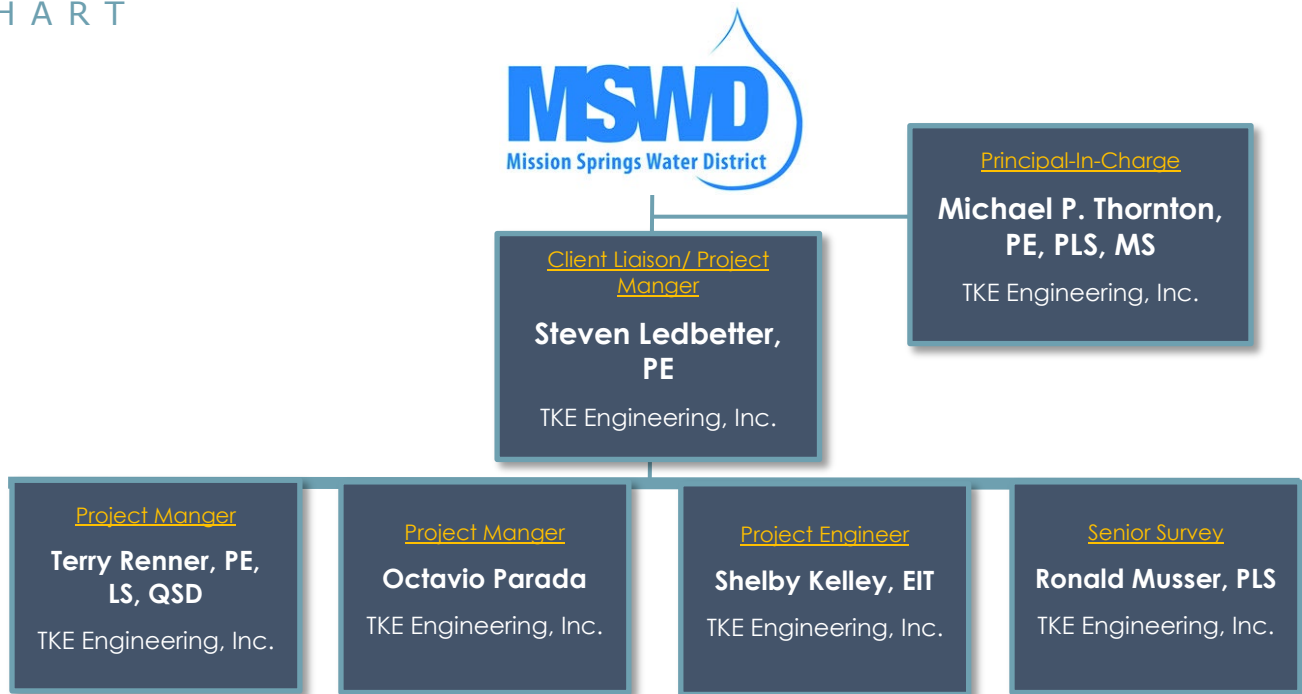
### **KEY STAFF**

Steven Ledbetter, PE  
 Shelby Kelley

### **RELEVANCE TO MSWD**

- *Well Design*
- *Utility Coordination*
- *Design Surveying*
- *Permit Coordination*

## B. ORGANIZATIONAL CHART





### SUPPORT TEAM

(40+ Members)

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<p><b>Michael P. Thornton PE, PLS</b>   <i>President</i></p> <p><b>Michelle Arellano, P.E.</b>   <i>Senior Plan Check Engineer</i></p> <p><b>Brett Enscoe</b>   <i>Survey Party Chief</i></p> <p><b>Mycal Balta</b>   <i>Public Works Inspector</i></p> <p><b>Steve Dukett</b>   <i>Managing Director Development Services</i></p> <p><b>Monae Pugh</b>   <i>Traffic Engineering Specialist</i></p> <p><b>Patrick Palafox</b>   <i>Senior Public Works Inspector</i></p> <p><b>Brad Enscoe</b>   <i>Senior Public Works Inspector</i></p> <p><b>Tyler Ault</b>   <i>Senior Public Works Inspector</i></p> <p><b>Jeff Lantosh</b>   <i>Senior Public Works Inspector</i></p> <p><b>Brian McDuffie</b>   <i>Senior Public Works Inspector</i></p> <p><b>Nelson Blackwell</b>   <i>Senior Public Works Inspector</i></p> <p><b>Michael Counce</b>   <i>Senior Public Works Inspector</i></p> <p><b>Naeem Dulloo</b>   <i>Senior Public Works Inspector</i></p> <p><b>Brittany Simmons</b>   <i>Proposal Coordinator</i></p> <p><b>Michelle Sells</b>   <i>Accounting/Office Manager</i></p>	<p><b>Jennifer Cioffi, PE</b>   <i>Project Manager</i></p> <p><b>Steve Nix, PE, PLS</b>   <i>Senior Engineer</i></p> <p><b>Marvin Lara, EIT</b>   <i>Assistant Construction Manager</i></p> <p><b>Travis Bradshaw</b>   <i>Associate Engineer</i></p> <p><b>Jose Martinez</b>   <i>Associate Engineer</i></p> <p><b>Alex Estepa</b>   <i>Associate Engineer</i></p> <p><b>Jose Hernandez</b>   <i>Associate Engineer</i></p> <p><b>Metehan Gumustekin, EIT</b>   <i>Associate Engineer</i></p> <p><b>Chance Renner</b>   <i>Associate Engineer</i></p> <p><b>Emmanuel Perez</b>   <i>Engineering Assistant</i></p> <p><b>Jayden Renner</b>   <i>Engineering Technician</i></p> <p><b>Nyasha Burnatte</b>   <i>Engineering Technician</i></p> <p><b>Daniel Melero</b>   <i>Engineering Technician</i></p> <p><b>Deana Vilches</b>   <i>Clerical</i></p> <p><b>Tracey McLoughlin</b>   <i>Clerical</i></p> <p><b>Jeannette Barlow</b>   <i>Clerical</i></p>
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## SECTION 5 | REFERENCE

AGENCY	CONTACT NAME	CONTACT INFO
<b>Mission Springs Water District</b> 908 Park Avenue Calimesa, Ca 92320	<b>Arden Wallum</b> General Manager	P: (760) 329-6448 awallum@mswd.org
<b>City of Hesperia</b> 9700 Seventh Avenue Hesperia, CA 92345	<b>Nils Bentsen</b> Deputy City Manager	P: (760) 947-1018 nbentsen@cityofhesperia.us
<b>County of San Bernardino</b> 222 W. Hospitality Lane San Bernardino, CA 92415	<b>Noel Castillo</b> Assistant Director- Planning and Operation	P: (909) 387-7916 Noel.Castillo@dpw.sbcounty.gov
<b>City of Needles</b> 817 3 <sup>rd</sup> Street Needles, CA 92363	<b>Patrick Martinez</b> Director of Development Services	P: (909) 326-5740 pmartinez@cityofneedles.com
<b>City of San Bernardino Municipal Water            Department</b> 1350 SE Street San Bernardino, CA 92408	<b>Ted Brunson</b> Water Utility Director	P: (909) 384-5095 tedb@sbmwd.org
<b>San Antonio Water Company</b> 139 N. Euclid Avenue Upland, CA 91786	<b>Brian Lee</b> General Manager	P: (909) 982-4107 Blee@sawaterco.com

Please refer to the project examples listed in Section 4 of this proposal to see detailed descriptions regarding where TKE has worked with each of the references listed above.



Uploaded separately via PlanetBids.





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## SECTION F | DISCLOSURES

Uploaded separately via PlanetBids.



# MICHAEL THORNTON, P.E., P.L.S., M.S.

PRINCIPAL-IN-  
CHARGE

TKE Engineering, Inc.

## EDUCATION

MS, Civil Engineering, California State University, Long Beach

BS, Civil Engineering, California State Polytechnic University, Pomona

## REGISTRATIONS

Registered Civil Engineer, PE 44226 (CA)

Professional Land Surveyor, LS 6867 (CA)

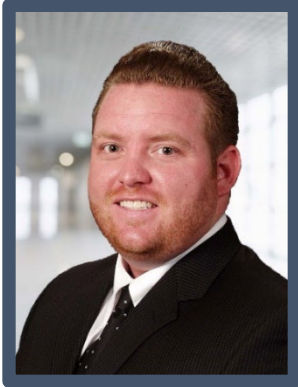
## AFFILIATIONS

American Society of Civil Engineers  
American Water Works Association  
California Rural Water Association  
American Public Works Association  
American Council of Engineering Companies

Mr. Thornton, TKE's President, is in charge of all TKE projects. He has over 35 years of experience in engineering planning, design, land surveying and construction management for public works projects. He has worked on a variety of public works engineering projects including water system improvements, sewer system improvements, street improvements, park improvements, bike trail improvements, drainage improvements, and reclaimed water system improvements projects. Mr. Thornton has been responsible for managing including funding administration, planning, evaluating, and designing these projects and has provided construction engineering and surveying services for many of these same projects.

## DETAILED PROJECT EXPERIENCE

- **I-15 Sewer Lift Station, Hesperia, CA** - Mr. Thornton was Principal-in-Charge for services on the sewer lift station project he oversaw the design to accept wastewater flows from existing and proposed developments at Interstate 15 and Rancho Road, and the surrounding community of approximately 110 acres. The analysis included defining the tributary area, calculating existing, near-term, and ultimate wastewater flows (0.94 MGD, 1.78 MGD, and 2.56 MGD, respectively), calculating head loss, selecting pumps, and designing the wet well and piping system. TKE identified two self-cleaning high efficiency 25 hp wastewater pumps with variable frequency drives. The pumps were selected based on its peak efficiency (76%) under ultimate head and flow conditions, while maintaining good efficiency (65%) under initial head and flow conditions.
- **San Bernardino Avenue Trunk Sewer, City of Fontana, CA** - Mr. Thornton was Principal-in-Charge for services on the San Bernardino Avenue Trunk Sewer and provided project and construction management, coordination with stakeholders and agencies, flow generation calculations, model preparation, flow monitoring analysis, cost estimating and report preparation for the San Bernardino Avenue Trunk Sewer System, an area encompassing approximately 9,400 acres covering the majority of the San Sevaine redevelopment project area. The study limits were State Route 210 to the north, Maple Avenue to the east, San Bernardino Avenue to the south and East Avenue to the west. The trunk sewer construction included 22,000 linear feet of 42" and smaller diameter lined RCP and VCP sewer pipe, two siphon structures, interconnections with gated manholes to major sewer crossings and residential and commercial laterals.
- **Mission Springs Water District** - Mr. Thornton previously served Mission Springs Water District as its District Engineer for a period of 8 years. He worked with staff to manage more than \$20 million in water and wastewater improvement projects. Services included budget development and management, management of other consultants and presentations to their board of directors.
- **2017 Water Master Plan Update, City of Coachella, CA** - Mr. Thornton served as the Principal-in-Charge for this project to prepare an update to the City's previous 2007 Water Master Plan (WMP). The WMP evaluated the City's existing water system and planned the facilities to meet increased future water demands. The evaluation included future planned development projects and the City's most current General Plan Update report. The WMP forecasted out to the year 2035 and a capital improvement plan (CIP) was developed out of the findings and recommendations in the WMP. The project services include research, coordination with agencies, hydraulic calculations, model preparation, preliminary engineering, cost estimating, exhibit preparation, CIP development and presentation to City Management Staff.



# STEVEN LEDBETTER, P.E.

CLIENT LIAISON /  
PROJECT MANGER

TKE Engineering, Inc.

## EDUCATION

B.S, Civil Engineering, California State Polytechnic University, Pomona

## REGISTRATIONS

P.E. License Number 84044 (CA)

## AFFILIATIONS

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

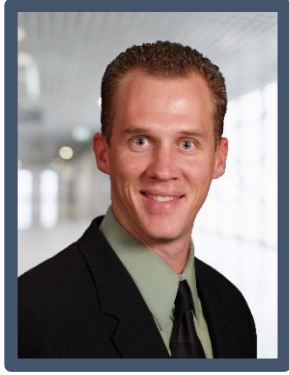
American Public Works Association, Coachella Valley Board Member

American Council of Engineering Companies of California

Mr. Ledbetter has over 23 years of professional experience in the civil engineering industry. He has handled various critical and challenging projects from planning through design and implementation; all while ensuring that projects are executed as per specification in the stipulated time with quality. He has a well-rounded background with experience in: preparation and analysis of street and utility improvement plans and specifications including potable and non-potable water, wastewater, and drainage; utility master planning including computer modeling, analysis, and report preparation; water resource planning and management including feasibility studies, urban water management planning, water supply assessments and verifications, integrated regional water management planning, and groundwater management planning; storm water compliance reporting including water quality management plans and storm water pollution prevention plans and; and grant writing and administration for various State and Federal agency programs.

## DETAILED PROJECT EXPERIENCE

- **Regional Water Reclamation Program, Mission Springs Water District, CA** – Mr. Ledbetter is providing program management services for the development and construction of the District's Regional Water Reclamation Program (RWRP). The RWRP includes planning, design, and construction of a regional wastewater treatment plant, interceptor conveyance system, and local wastewater collection systems. Mr. Ledbetter is managing the completion of the RWRP, including: participation and management of funding acquisition; staff, board, consultant, funding agencies, and public coordination and communications; assessment district formation; State Revolving Fund (SRF) and grant application processing; State invoicing and reporting; environmental compliance processing; preliminary engineering preparation; plans, specifications, and cost estimates (PS&E) preparation; bidding and construction; and all related services to successfully complete the RWRP.
- **Eastgate Building No. 1 Water Supply Assessment, San Bernardino, CA** – The proposed Eastgate development project includes 658,500 square feet of industrial floor space on approximately 97.48 acres of land. The development will consist of a warehouse building for air cargo use located at San Bernardino International Airport. The development has an estimated water demand of 223 acre-feet per year. As project manager, Mr. Ledbetter is providing an assessment of the water supplies available to serve the development over a 20-year period.
- **IRWM Agency Representative, Coachella Valley Regional Water Management Group (CVRWMG)** – Beginning in 2016 and continuing through today, Mr. Ledbetter represent Mission Springs Water District at technical coordination and public outreach meetings related to the CV Integrated Regional Water Resource Management Program. His responsibilities included representing the District at the meetings, review of technical memorandums and other project deliverables, assistance with grant funding applications, grant administration, and presentations to the District's board of directors and public.
- **Well No. 16, City of Needles, CA** - Mr. Ledbetter is currently managing the design and construction of a new production well, Well No. 16, and transmission main located along Balboa Place and South of McShans Lane in the City of Needles. The project includes design of the well pump and motor, above ground discharge piping, appurtenances, 2,750 linear feet of 16" transmission pipeline, shade structure, electrical system, and SCADA system integration. The project includes restrained joints, system appurtenances, and connections to the existing systems and interconnections to City of Needles Water.



**TERRY  
RENNER,  
P.E., Q.S.D.  
PROJECT MANAGER**  
TKE Engineering, Inc.

#### EDUCATION

B.S. Civil Engineering, California State Polytechnic University, Pomona

#### CERTIFICATIONS

Caltrans SWPPP Certified QSP/QSD Training

#### REGISTRATIONS

P.E. License Number 69984 (CA)  
Qualified SWPPP Developer and Practitioner #24329

#### AFFILIATIONS

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

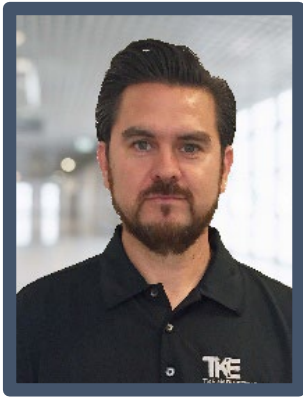
American Public Works Association

American Council of Engineering Companies of California

Mr. Renner is the Senior Vice President of TKE and has 25 years of experience in civil engineering infrastructure projects, including transportation and traffic improvements, drainage improvements, sewer and water improvements, facilities improvements and recreation improvements. He has managed numerous grant funded (Federal and State) projects and has delivered projects for the Cities of Coachella, Highland, Calimesa, Yucaipa, Fontana, Rialto, Upland, Riverside, and Redlands. As a construction manager, Mr. Renner has been responsible for supervising a staff of inspectors, construction coordination and scheduling, utility relocation coordination, public relations, submittal review, coordination with subconsultants, weekly progress meetings, request for information responses, storm water management, progress payments, change order review and negotiations, labor compliance, and project closeout. He has successfully delivered a wide variety of complex and challenging projects and is dedicated to ensuring that the projects managed and delivered by TKE continue to exceed industry standards.

#### DETAILED PROJECT EXPERIENCE

- **Baseline Gardens Consolidation Project, East Valley Water District, San Bernardino, CA** – Mr. Renner provided project and construction management services for the Baseline Gardens Consolidation Project which is located in the City and Unincorporated Area of San Bernardino County north of Baseline Road. Proposed improvements provided replacement of all existing water main, service laterals and meters and appurtenances for the previously owned Baseline Gardens Mutual Water system which was consolidated by East Valley Water District with State grant funding. TKE provided construction management and inspection services for approximately 18,000 linear feet of water system replacement improvements and 480 service laterals including, pipeline, valves, fire hydrants, meters and appurtenances.
- **2017-18 Annual Water Replacement Program, City of Hesperia, CA** – Mr. Renner was the Project Manager for this project which consists of replacement of 42,600 linear feet of 4" aging pipelines with 8-inch pipe and related appurtenances. Typical pipeline appurtenances for the project include, control valves, fire hydrants, air vacuum release valves, blowoffs, and water service piping to construct to the existing water meters which will remain. In addition, the project includes over 60 connections to existing water mains.
- **1158 Zone Recycled Water Program, City of Fontana, CA** – Mr. Renner was the Project Manager and Design Engineer for this project, which TKE prepared preliminary engineering report, utility permitting, plans, specifications, and estimates for the construction of approximately 50,000 linear feet of recycled water mains ranging from 6" to 24" in diameter. The project included San Bernardino County Flood Control District bridge crossings, DWR pipeline crossings and Southern California Edison easement crossings. TKE prepared a preliminary engineering report that identified potential users, projected use amounts alignment alternatives to provide service, environmental impacts and service retrofits. TKE also assisted with a funding application and processing of the application with the State of California State Water Resource Control Board.



# OCTAVIO PARADA

## PROJECT MANAGER

TKE Engineering, Inc.

### EDUCATION

Bachelors of Science (B.S),  
Autonomous University of Baja  
California, Mexico (UABC)

### CERTIFICATIONS

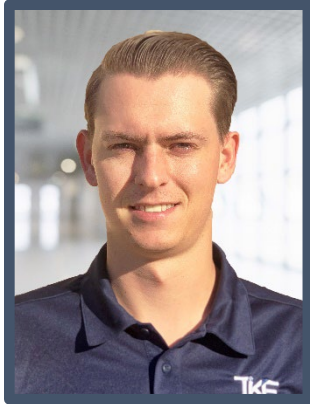
Certificate (1996), Traffic Engineering  
for highways, Secretary of Transport  
and Communication (SCT-Mexico)

Certificate (2007), CAD Pilot Boot  
Camp for Civil 3D, CVIS

Mr. Parada has over 26 years of progressive experience in civil engineering in the public works sector as well as the private sector. He is result-driven, proactive and detail-oriented with a proven track record of successfully handling and delivering a wide variety of complex and challenging projects. He is dedicated to ensure that projects exceed industry standards and consistently finishing under budget and schedule. Through his career, Octavio has accumulated extensive experience in planning, designing and project completion for more than 30 miles of roadways, street widening, medians, traffic calming, roundabouts, signing and striping modifications, bicycle lanes, pedestrian facilities for major corridors, arterials, collectors and residential streets, including water improvements, sewer improvements, drainage improvements, grading plans and computerized system modeling for drainage master plans. Finally, Octavio has worked in the private sector for commercial and industrial development as technical director managing projects from the conceptual stage, through planning, designing, bidding, construction, and project completion under project specifications and exceeding client expectations.

### DETAILED PROJECT EXPERIENCE

- **Pearmain Street Relief Sewer Project**, *City of Adelanto, CA* - Mr. Parada performed design and project management services for City on Pearmain Street and Auburn Road between approximately 1,300 feet east of US Highway 395 and Air Expressway. This project consists of the construction of 9,000 linear feet of pipe with diameters ranging from 21" to 15", utilizing Polyvinyl chloride pipe, manholes, stub outs, 110 linear feet of 30" bore and jack steel casing, existing manhole replacement with diversion manhole, reconnection of existing undersized 12" sewer and connections to existing sewer manholes. Proposed wastewater system improvements provide relief for the existing 12" sewer which has insufficient capacity to convey current and proposed development flows.
- **Pacific Avenue Water Pipeline Improvements Project**, *Rubidoux Community Service District* - Mr. Parada Assisted in the design and preparation of 5400' linear feet of watermains ranging from 16" to 8" in diameter, utilizing ductile iron and Polyvinyl chloride pipe, pipeline appurtenances, fire hydrants, 60 linear feet of 24" bore and jack steel casing. The project also included coordination of future street and storm drain improvements with riverside county transportation department and flood control district.
- **1158 Zone Recycled Water Program**, *City of Fontana, CA* - Mr. Parada assisted in the design and preparation of approximately 50,000 linear feet of recycled water mains ranging from 6" to 24" in diameter. The project included San Bernardino County Flood Control District bridge crossings, DWR pipeline crossings and Southern California Edison easement crossings. The project included preparation of preliminary engineering report that identified potential users, projected use amounts alignment alternatives to provide service, environmental impacts and service retrofits. Assistance with a funding application and processing with the State of California State Water Resource Control Board.
- **Central Avenue Water Replacement Project**, *City of Upland, CA* - Mr. Parada assisted in the design and preparation of 3500' linear feet of 12" CML&C waterline, pipeline appurtenances, service laterals and fire hydrants.



# SHELBY KELLEY, E.I.T.

## PROJECT ENGINEER

TKE Engineering, Inc.

### EDUCATION

B.S. Civil Engineering, San Diego State University

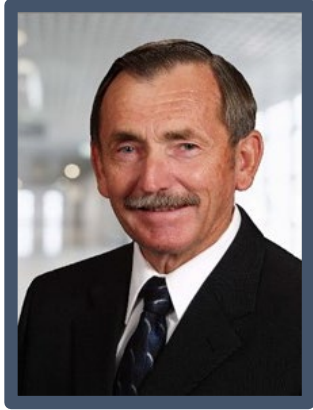
### REGISTRATIONS

Engineer in Training; E.I.T. Number  
171121

Mr. Kelley is an Associate Engineer of TKE Engineering, Inc. and has 6 years of experience in civil engineering design and construction of infrastructure projects, including sewer and water improvements, drainage improvements, transportation improvements, facilities improvements, and construction methods. Mr. Kelley has been responsible for assistance with design of water and sewer plan/profile, lift stations, treatment plant facilities, preliminary design exhibits, and cost estimates. He has delivered projects for Mission Springs Water District and the Cities of Adelanto, Chino, Fontana, Hesperia, Highland, Needles, and Rialto.

### DETAILED PROJECT EXPERIENCE

- **Regional Water Reclamation Facility, Mission Springs Water District, City of Desert Hot Springs, CA** – Mr. Kelley is currently assisting in performing construction management and office engineering services for the construction of the new Regional Water Reclamation Facility located near 20th Avenue and Little Morongo Road in the City of Desert Hot Springs. The \$43,000,000 project includes the construction of a 1.5 MGD Sequence Batch Reactor (SBR) wastewater treatment plant that will dispose treated secondary effluent in on-site disposal ponds. The project also includes an operations and administration building that will house a solids processing area, chemical storage area, maintenance area, administrative area, electrical room, and blower room. Mr. Kelley provides support in submittal and RFI review, change order review, progress payment review/approval, labor compliance, coordination with utilities, permitting, grant reimbursement and coordination with District representatives.
- **Well No. 16, City of Needles, CA** - Mr. Kelley assisted with the design of the new Well No. 16 and Waterline located along Balboa Place and South of McShans Lane in the City of Needles. The project includes well pump, above ground piping, appurtenances, discharge piping and shade structure. Along with the design of the proposed well, Mr. Kelley assisted with the design of 2,750 linear feet of 16" Ductile Iron pipe designated along Well Access Road and Balboa Place. The project includes restrained joints, system appurtenances, and connections to the existing systems and interconnections to City of Needles Water.
- **Horton Wastewater Treatment Plant Tertiary Filter, Mission Springs Water District, City of Desert Hot Springs, CA** – Mr. Kelley is currently assisting with the design of a pump station and tertiary filters located at the Horton Wastewater Treatment Plant in the City of Desert Hot Springs. Tertiary Filter design consisted of modifications to existing distribution box, pumping structure, 590 linear feet of 24" Ductile Iron pipe, Aqua-Disk Tertiary Filter, 600 linear feet of 4" Ductile Iron pipe for metered backwash line to influent pump station and proposed distribution box.
- **White Avenue Drainage, City of Adelanto, CA** - Mr. Kelley assisted in the design of a 38,000 square foot drainage basin, inlet and outlet facilities, curb, gutter, and sidewalk located near White Avenue and Pearmain Street. The project will effectively improve flood control, eliminating current flooding along the transportation corridor, enhance water conservation from the rainfall within the vicinity, storm water, and provide water to the region.



# RON MUSSER, P.L.S.

SENIOR SURVEYOR

TKE Engineering, Inc.

## REGISTRATIONS

P.L.S. License Number (CA): 4230

Mr. Musser has over 55 years of experience in performing field and office surveying and plan checking services for public and private projects including roadway and highway projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects and map checking over the past 10 years. In addition, he has prepared records of survey, parcel maps and tract maps in San Bernardino County, Riverside County, San Diego County, Orange County and Los Angeles County. He has performed boundary, topographic, ALTA, and precise level surveys as well as Global Positioning Surveys. Mr. Musser currently provides map checking services to the cities of Calimesa, Upland, Azusa, Pico Rivera and El Monte.

## DETAILED PROJECT EXPERIENCE

- **Regional Water Reclamation Program, Mission Springs Water District, CA** – Mr. Musser is providing all survey, construction staking, and mapping services for the development and construction of the District's Regional Water Reclamation Program (RWRP). The RWRP includes planning, design, and construction of a regional wastewater treatment plant, interceptor conveyance system, and local wastewater collection systems. Mr. Musser is dealing with all survey related items in the completion of the RWRP, including: survey control, street and topographic survey, mapping, coordination with the City and Planning Department, construction staking, preparation of grade/tie-sheets, confirming final grades and elevations, and all related services to successfully complete the RWRP.
- **On-Call Survey and Map Checking Services, City of Calimesa, CA** - Mr. Musser provides on-call map checking services to the City of Calimesa. Mr. Musser is providing map checking services for several small and large tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.
- **On-Call Survey and Map Checking Services, City of Hesperia, CA** - Mr. Musser provides on-call map checking services to the City of Hesperia. Mr. Musser is providing map checking services for several small and large tract developments, single family residential units and commercial retail centers within the City. Services include closure calculations, development project screen checks, response to development community inquiries, perform map checking for tract maps, parcel maps, lot line adjustments, lot mergers, records of survey, corner records, easement and right-of-way acquisitions.
- **Upland Basin, City of Upland, CA** – Mr. Musser provided topographic design survey, aerial target placement, ALTA survey, Parcel Map preparation and construction staking for the 1300 acre-foot flood control and aquifer recharge basin project that included DSOD jurisdictional facilities, inlet and outlet facilities, and related work. The project included preparation of basin, street improvements, storm drain, spillway, and structural detail construction documents (drawings, specifications, and estimates), hydrology and hydraulic analyses, environmental compliance, storm water pollution prevention plan preparation, right-of-way acquisition, aerial mapping, and related civil engineering services.



Prepared By:



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





**RATE SCHEDULE**  
2023-2024

	<b><u>HOURLY RATE</u></b>
Principal in Charge .....	\$150.00
Project Manager/Construction Manager/Licensed Surveyor .....	\$145.00
Senior Engineer/Project Engineer (PE)/Senior Plan Checker.....	\$140.00
Associate Engineer .....	\$130.00
Assistant Engineer/Plan Checker/Designer .....	\$125.00
AutoCAD Technician.....	\$115.00
Engineering Technician.....	\$ 95.00
Clerical .....	\$ 85.00
Forensic Engineering .....	\$190.00
Expert Witness Testimony .....	\$320.00
 <b><u>SURVEYING SERVICES</u></b>	
2-Man Survey Crew (Prevailing Wage).....	\$240.00
 <b><u>CONSTRUCTION SERVICES</u></b>	
Senior Construction Inspector (Prevailing Wage) .....	\$120.00
Construction Inspector (Prevailing Wage) .....	\$110.00
 <b><u>REIMBURSABLE COSTS</u></b>	
In-house Reproduction .....	Cost
Printing and Materials .....	Cost + 10%
Express Mail/Courier/Next Day Service ..	Cost + 10%
Special Subconsultant Services ..	Cost + 10%

**Term, Early Termination & Notice**  
**On-Call Professional General Engineering Services**

**A. Term of Agreement**

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

**B. Early Termination of Agreement**

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

**C. Notice**

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

**OWNER**

Attn: Eric Weck  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240  
eweck@mswd.org

**CONSULTANT**

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

**Summary of Evaluations for On-Call Professional General Engineering Services**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
	Tom Dodson & Associates	TKE Engineering, Inc.	Envirologic Resources, Inc.	MSA Consulting, Inc.	Corona Environmental Consulting, LLC	Provost & Pritchard Consulting Group	Landmark Consultants, Inc.	Stetson Engineers Inc.	DRP Engineering, Inc.	Harper & Associates Engineering, inc.	Michael Baker International	Petra Geosciences, Inc.	Valued Engineering, Inc.	Alisto Engineering Group	Krazen & Associates, Inc.
Reviewer 1	83.50	88.00	69.00	83.50	87.00	64.50	10.00	58.00	69.00	30.00	36.00	10.00	35.50	46.00	10.00
Reviewer 2	97.00	94.50	92.50	86.00	69.50	76.5	91.00	50.50	38.00	60.50	60.50	47.50	40.00	35.50	52.00
Reviewer 3	100.00	100.00	100.00	87.00	72.00	87.25	100.00	87.25	82.25	59.50	57.50	81.00	52.00	26.50	70.00
Reviewer 4	100.00	97.00	98.00	93.00	98.25	91.00	89.50	81.00	82.00	82.00	76.50	74.00	66.00	77.50	0.00
<i>Total</i>	<b>380.50</b>	<b>379.50</b>	<b>359.50</b>	<b>349.50</b>	<b>326.75</b>	<b>319.25</b>	<b>290.50</b>	<b>276.75</b>	<b>271.25</b>	<b>232.00</b>	<b>230.50</b>	<b>212.50</b>	<b>193.50</b>	<b>185.50</b>	<b>132.00</b>

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** JUNE 15 & 19, 2023

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

**FOR:** ACTION   X                        DIRECTION                             INFORMATION       

## CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2023-2024

**STAFF RECOMMENDATION**

Authorize the General Manager to approve a one-year contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for Fiscal Year 2023-2024, with the option to extend the agreement for two additional years and negotiate a revised price, if any. The not to exceed amounts are \$93,115.00 for fiscal year 2023-24, and \$81,730.00 for fiscal years 2024-25 and 2025-26.

**SUMMARY**

The District continues to use contract labor to maintain the landscape at 38 facilities throughout our service area which includes the Administration Building Campus, Horton WWTP, Dos Palmas Lift Station, Desert Crest WWTP, Nancy Wright RWRF, Well 33 Solar site, and all well and reservoir sites. See cost breakdown below.

The appropriations for FY 2023-24 are as follows:		Estimated year two and three appropriations:	
Bid Amount	\$74,300.00	Bid Amount	\$74,300.00
Tree Removal – DCWWTP & Well 25	\$1,350.00	10% Contingency	<u>\$7,430.00</u>
Palm Tree Trimming & Large Bush Removal	\$9,000.00		<b>\$81,730.00</b>
10% Contingency (other related items)	<u>\$8,465.00</u>		
Total	<b>\$93,115.00</b>		

**ANALYSIS**

In May 2023, staff advertised a request for bids for annual landscape services through Planet Bids. The District received four bids and Urban Habitat was the lowest responsive bidder. The scope of work covers all landscaping and maintenance services at the 38 locations, including annual tree trimming, repairs, pruning, weeding, and general debris cleanup. Below is a summary of the bids received.

BIDDER	BID AMOUNT
Urban Habitat	\$ 74,300.00
Universal Green LLC	\$74,999.60
Sandco Landscape Contractors, Inc.	\$ 80,850.96
Mariposa Landscapes, Inc.	\$ 85,691.96

**FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION**

The cost for all work authorized under this contract will be covered by the approved operating budget for FY 2023-2024.

**ATTACHMENTS**

- Contract Agreement
- BID Summary/Tabulation

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

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

**TO: Urban Habitat  
47530 Washington St. #A  
La Quinta, CA 92253**

**DATE: July 1, 2023**

**PROJECT DIR#: \_\_\_\_\_**

**TITLE: Annual Landscape Maintenance for District Facilities 2023-2024**

The undersigned Consultant agrees to furnish the following:

**All Work/Services per the attached Exhibit A – Scope of Work and in accordance with Exhibit B – Proposal provided by Urban Habitat, and per Exhibit C – Term, Early Termination & Notice**

**Contract price \$: Not to Exceed \$93,115.00**

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

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

Accepted:  
Mission Springs Water District

Consultant:  
Urban Habitat  
(Business Name)

By: \_\_\_\_\_  
Arden Wallum  
Title General Manager

By: \_\_\_\_\_  
Director of Maintenance  
Title Melissa Rexilius

Other authorized representative(s):  
Chad Finch  
Water Production Supervisor

Other authorized representative(s):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Lee Boyer  
Chief Plant Operator

Consultant agrees with the Mission Springs Water District that:

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

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

1. Insurance Services Office (ISO) Commercial General Liability Coverage (Occurrence Form CG 00 01)
2. Insurance Services Office (ISO) Business Auto Coverage (Form CA 00 01), covering Symbol 1 (any auto)

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

General liability - coverage of not less than two million (\$2,000,000) per occurrence or the full per occurrence limits of the policies available, whichever is greater for bodily injury, personal injury, and property damage; (\$4,000,000 general and products-completed operations aggregate (if used)).

1. Automobile Liability - One million dollars \$1,000,000 for bodily injury and property damage each accident limit.

2. Workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable).

**Required Provisions –**

- The general liability coverage shall give Mission Springs Water District, its directors, officers, employees (collectively the District), and authorized volunteers insured status (via ISO endorsement at least as broad as CG 2010 1185 or **both** CG 20 10 plus CG 20 37 if a later edition is used) specifically naming the Mission Springs Water District, its directors, officers, employees, or authorized volunteers; or using the language that states "as required by written contract."
  - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
  - Workers Compensation Insurance – As required by the State of California, with Statutory Limits and Employer's Liability Insurance of no less than \$1,000,000 per accident for bodily injury or disease. **Waiver of Subrogation:** The insurer(s) named above agree to waive all rights of subrogation against the Mission Springs Water District, its elected or appointed officers, officials, agents, authorized volunteers, and employees for losses paid under the terms of this policy which arise from work performed by the named insured for the Mission Springs Water District; but this provision applies regardless of whether or not the Mission Springs Water District has received a waiver of subrogation from the insurer.
  - Consultant shall require and verify that all sub-contractors maintain insurance meeting all requirements stated herein, and Consultant shall ensure that Mission Springs Water District its directors, officers, employees, and authorized volunteers are an additional insured on Commercial General Liability Coverage.
  - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A: VII, or equivalent, or as otherwise approved by Mission Springs Water District.
  - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
  - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
- g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
- h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.
- i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including but not limited to Cal/OSHA requirements.
- j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the

professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.

- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder ("Written Products") shall be considered to be "works made for hire", and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant's covenant under this section shall survive the termination of this Agreement.
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative.
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement.
- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates, and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict-of-interest statute.
- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or



any other term, covenant, or condition contained in this Agreement whether of the same or different character.

- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third-Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations, or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.
- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.

- dd. This work is subject to the State of California "Prevailing Wage Rates". This work 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 (DIR) 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.

Pursuant to SB 854, 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 electronic certified payroll records directly to the Labor Commissioner using the California Division of Labor Standards Enforcement's online portal. Pursuant to Labor Code 1776, Contractor and all subcontractors shall submit certified payroll records and proof of e-CPR uploads, for all weeks of construction; progress payments may be withheld for noncompliance.

# EXHIBIT A

## SCOPE OF WORK

### Annual Landscape Maintenance for District Facilities 2023-2024

#### GENERAL CONSIDERATIONS

This specification is for a full landscape maintenance program, as described herein, for the routine maintenance of approximately 38 sites located in the City of Desert Hot Springs, unincorporated area of Riverside County – Whitewater, and portions of North Palm Springs varying in degree of development. Contractor is to furnish all labor, equipment, materials, and supervision, except as otherwise provided herein, to perform landscape maintenance including but not limited to the following:

- a. Weeding and cultivating
- b. Trimming, pruning and training
- c. Mulching
- d. Litter removal
- e. Brush clearance
- f. Treatment and control of plant diseases
- g. Chemical weed control (at approved locations)
- h. Clean-up and debris removal
- i. Hardscape maintenance (i.e.: sweeping or blowing down concrete and or asphalt areas, crack and or gutter weed abatement)

In addition to the above maintenance items, the contractor is to repair vandalized landscape and hardscape.

#### FACILITIES

##### MSWD ADMINISTRATION CAMPUS

MSWD Administration campus is located at *66575 Second Street in the City of Desert Hot Springs*. Contractor shall provide **weekly** full landscape maintenance program based on the items mentioned above.

- *Administration Building - 66575 Second Street in the City of Desert Hot Springs*
- *Cell Tower – 66575 Second Street in the City of Desert Springs (East of the Administration Building)*
- *Annex Building – 66547 Second Street in the City of Desert Hot Springs*

**MSWD WELL AND RESERVOIR SITES**

	<b>Site/Facility Name</b>	<b>Address</b>	<b>City</b>
1	Well No. 22	65115 Pierson Blvd.	Desert Hot Springs
2	Well No. 24	Acoma - East of Little Morongo	Desert Hot Springs
3	Well No. 25	Rushmore South of Tamarack	Whitewater
4	Well No. 25A	13040 Rushmore Avenue	Whitewater
5	Well No. 26	Frontage Road - Off Verbena	Whitewater
6	Well No. 26A	55745 San Pierre	Whitewater
7	Well No. 27/31	64261 Dillion Road	Desert Hot Springs
8	Well No. 28	64355 Mission Lakes Blvd.	Desert Hot Springs
9	Well No. 29	65700 Ironwood Drive	Desert Hot Springs
10	Well No. 30	9950 Indian Avenue	Desert Hot Springs
11	Well No. 32	16075 Little Morongo Road	Desert Hot Springs
12	Well No. 33	19011 Little Morongo Road	Desert Hot Springs
13	Well No. 34	62998 Mission Lakes Blvd.	Desert Hot Springs
14	Well No. 37	65262 Two Bunch Palms Trail	Desert Hot Springs
15	Woodridge Reservoir	12400 Woodridge Avenue	Whitewater
16	Cottonwood Reservoir	S/W Corner Cottonwood & Boulder	Whitewater
17	Valley View Reservoir	16263 Valley View Road	Desert Hot Springs
18	Overhill Reservoir	60755 Hilltop Road	Desert Hot Springs
19	Gateway Reservoir	61400 Pierson Blvd	Desert Hot Springs
20	Mission Lakes Reservoir	1000' N. of Augusta E. of Clubhouse	Desert Hot Springs
21	Annandale Reservoir	1000' N. of Annandale Road	Desert Hot Springs
22	Terrace Reservoir	66700 Terrace Way	Desert Hot Springs
23	Vista Reservoir	9030 Valencia Drive	Desert Hot Springs
24	High Northridge Reservoir	Across from 9755 Verbena Drive	Desert Hot Springs
25	Low Northridge Reservoir	Mission Lakes Blvd. E/ Verbena Ave.	Desert Hot Springs
26	Two Bunch Palms Reservoir	Casa Loma Rd S/ Rochelle Road	Desert Hot Springs
27	High Desert View Reservoir	Behind 12025 Highland Avenue	Desert Hot Springs
28	Low Desert View Reservoir	S/W Corner of Desert View and Mountain View	Desert Hot Springs
29	Quail Reservoir	Quail Trail E/ Long Canyon Road	Desert Hot Springs
30	Worsley Reservoir	11117 Worsley Road	Desert Hot Springs
31	Highland Reservoir	Redbud Road	Desert Hot Springs
32	Redbud Reservoir	12015 Redbud Road	Desert Hot Springs

Contractor to provide **monthly** landscape maintenance program based on the items mentioned above.

**MSWD – WELL 33 SOLAR FIELD**

MSWD Well 33 Solar Field is located at *19011 Little Morongo Road in the City of Desert Hot Springs*. Contractor shall provide **monthly** landscape maintenance program based on the items mentioned above.

**MSWD - HORTON WASTEWATER TREATMENT PLANT**

The Horton WWTP is located at *14601 Verbena Drive in the City of Desert Hot Springs*. Contractor shall provide a **monthly** landscape maintenance program based on the items mentioned above.

**MSWD – NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY**

The Nancy Wright Regional Water Reclamation Facility is located at *19999 Little Morongo Road in the City of Desert Hot Springs*. The Contractor shall provide a **quarterly** landscape maintenance program based on the items mentioned above.

**MSWD DOS PALMAS LIFT STATION**

MSWD DOS Palmas Lift Station is located at *66920 Dillon Road in the City of Desert Hot Springs*. Contractor shall provide **quarterly** landscape maintenance program based on the items mentioned above.

**MSWD DESERT CREST**

MSWD Desert Crest is located at *69521 Dillon Road in the City of Desert Hot Springs*. Contractor shall provide **quarterly** landscape maintenance program based on the items mentioned above.

# EXHIBIT B

## Bid Results

### Bidder Details

**Vendor Name** Urban Habitat  
**Address** P.O. Box 1177  
 La Quinta, California 92247  
 United States  
**Respondee** Melissa Rexilius  
**Respondee Title** Director of Maintenance  
**Phone** 760-972-2195  
**Email** melissa@myurbanhabitat.com  
**Vendor Type**  
**License #**

### Bid Detail

**Bid Format** Electronic  
**Submitted** 05/31/2023 10:24 AM (PDT)  
**Delivery Method**  
**Bid Responsive**  
**Bid Status** Submitted  
**Confirmation #** 333443

### Respondee Comment

### Buyer Comment

### Attachments

File Title	File Name	File Type
Exhibit B Public Works Contractor Registration Certification_MSWD_053023.pdf	Exhibit B Public Works Contractor Registration Certification_MSWD_053023.pdf	Exhibit B - Public Works Contractor Registration Certification
Exhibit C References_MSWD_053023.pdf	Exhibit C References_MSWD_053023.pdf	Exhibit C - References

## Line Items

Discount Terms No Discount

Item #	Item Code	Type	Item Description	UOM	QTY	Unit Price	Line Total	Response	Comment
Section 1							\$18,200.0000		
1	1		Weekly Landscape Maintenance (1 time per week) - Administration Campus	EA	52	\$350.0000	\$18,200.0000	Yes	2 Man Crew 1 Day Per Week
Section 2							\$28,800.0000		
2	2		Monthly Landscape Maintenance (1 time per month) - Horton Wastewater Treatment Plant	EA	12	\$2,400.0000	\$28,800.0000	Yes	2 Man Crew 1 Time Per Month. 1 Full Week Per Month to cover all well sites
Section 3							\$10,500.0000		
3	3		Monthly Landscape Maintenance (1 time per month) - MSWD Well & Reservoir Sites	EA	12	\$875.0000	\$10,500.0000	Yes	2 Man Crew 1 Time Per Month
Section 4							\$10,500.0000		
4	4		Monthly Landscape Maintenance (1 time per month) - MSWD Well 33 Solar Field	EA	12	\$875.0000	\$10,500.0000	Yes	2 Man Crew 1 Time Per Month
Section 5							\$2,100.0000		
5	5		Quarterly Landscape Maintenance (4 times per year) - MSWD Dos Palmas Lift Station	EA	4	\$525.0000	\$2,100.0000	Yes	2 Man Crew 1 Time Per Quarter
Section 6							\$2,100.0000		
6	6		Quarterly Landscape Maintenance (4 times per year) - MSWD Desert Crest	EA	4	\$525.0000	\$2,100.0000	Yes	2 Man Crew 1 Time Per Quarter
Section 7							\$2,100.0000		
7	7		Quarterly Landscape Maintenance (4 times per year) - MSWD Nancy Wright Regional Water Reclamation Facility	EA	4	\$525.0000	\$2,100.0000	Yes	2 Man Crew 1 Time Per Quarter

## Line Item Subtotals

Section Title	Line Total
Section 1	\$18,200.0000
Section 2	\$28,800.0000
Section 3	\$10,500.0000
Section 4	\$10,500.0000
Section 5	\$2,100.0000
Section 6	\$2,100.0000
Section 7	\$2,100.0000
<b>Grand Total</b>	<b>\$74,300.0000</b>



# EXHIBIT C

## Term, Early Termination & Notice

### Annual Landscape Maintenance for District Facilities 2023-2024

#### **A. Term of Agreement**

This professional services agreement shall be effective upon approval by the parties thereof and shall expire upon (1) one year from the effective Agreement DATE therein. This contract also terminates and replaces any previous agreements between the District and Urban Habitat for Annual Landscape Maintenance for District Facilities 2023-2024 in force prior to the effective date of this agreement.

#### **B. Early Termination of Agreement**

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

#### **C. Notice**

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

#### **OWNER**

Attn: Chad Finch  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240

#### **CONSULTANT**

Attn: Melissa Rexilius  
Urban Habitat  
47530 Washington Street St. #A  
La Quinta, CA 92253

**Bid Results for Project Annual Landscape Maintenance for District Facilities 2023-2024 (041023AL)**

Issued on 05/03/2023  
 Bid Due on June 01, 2023 5:00 PM (PDT)  
 Exported on 06/02/2023

Line Totals (Unit Price \* Quantity)

Item No.	Description	Unit of Measure	Quantity	Urban Habitat Unit Price	Urban Habitat Line Total	Urban Habitat Comment	Universal Green LLC Unit Price	Universal Green LLC Line Total	Sandco Landscape Contractors, INC. Unit Price	Sandco Landscape Contractors, INC. Line Total	Mariposa Landscapes, Inc. Unit Price	Mariposa Landscapes, Inc. Line Total
1	Weekly Landscape Maintenance (1 time per week) Administration Campus	EA	52	\$350.00	\$18,200.00	2 Man Crew 1 Day Per Week	\$800.00	\$41,600.00	\$500.98	\$26,050.96	\$18.50	\$962.00
2	Monthly Landscape Maintenance (1 time per month) Horton Wastewater Treatment Plant	EA	12	\$2,400.00	\$28,800.00	2 Man Crew 1 Time Per Month. 1 Full Week Per Month to cover all well sites	\$723.99	\$8,687.88	\$850.00	\$10,200.00	\$1,416.03	\$16,992.36
				\$875.00	\$10,500.00	2 Man Crew 1 Time Per Month						
3	Monthly Landscape Maintenance (1 time per month) MSWD Well & Reservoir Sites	EA	12	\$875.00	\$10,500.00	2 Man Crew 1 Time Per Month	\$724.10	\$8,689.20	\$2,000.00	\$24,000.00	\$4,441.15	\$53,293.80
				\$2,400.00	\$28,800.00	2 Man Crew 1 Time Per Month. 1 Full Week Per Month to cover all well sites						
4	Monthly Landscape Maintenance (1 time per month) MSWD Well 33 Solar Field	EA	12	\$875.00	\$10,500.00	2 Man Crew 1 Time Per Month	\$710.21	\$8,522.52	\$600.00	\$7,200.00	\$154.74	\$1,856.88
5	Quarterly Landscape Maintenance (4 times per year) MSWD Dos Palmas Lift Station	EA	4	\$525.00	\$2,100.00	2 Man Crew 1 Time Per Quarter	\$625.00	\$2,500.00	\$350.00	\$1,400.00	\$110.10	\$440.40
6	Quarterly Landscape Maintenance (4 times per year) MSWD Desert Crest	EA	4	\$525.00	\$2,100.00	2 Man Crew 1 Time Per Quarter	\$625.00	\$2,500.00	\$1,000.00	\$4,000.00	\$2,101.58	\$8,406.32
7	Quarterly Landscape Maintenance (4 times per year) MSWD Nancy Wright Regional Water Reclamation Facility	EA	4	\$525.00	\$2,100.00	2 Man Crew 1 Time Per Quarter	\$625.00	\$2,500.00	\$2,000.00	\$8,000.00	\$935.05	\$3,740.20
				<b>Subtotal</b>	<b>\$74,300.00</b>		<b>Subtotal</b>	<b>\$74,999.60</b>	<b>Subtotal</b>	<b>\$80,850.96</b>	<b>Subtotal</b>	<b>\$85,691.96</b>
				<b>Total</b>	<b>\$74,300.00</b>		<b>Total</b>	<b>\$74,999.60</b>	<b>Total</b>	<b>\$80,850.96</b>	<b>Total</b>	<b>\$85,691.96</b>

Urban Habitat is the apparent low bidder.

\*Amount on Bid Proposal for items 2 and 3 were input incorrectly (swapped - see attached letter) by bidder. Bid summary reflects correct amount. No affect on bid proposals/amounts

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING(S)

**MEETING DATE(S):** JUNE 15 & 19, 2023

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

**FOR:** ACTION  DIRECTION  INFORMATION

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## ACCEPTANCE OF THE WATER SUPPLY ASSESSMENT AND WATER SUPPLY VERIFICATION FOR THE GREEN DAY VILLAGE DEVELOPMENT

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### STAFF RECOMMENDATION

Board acceptance and approval of the Water Supply Assessment (WSA) and Water Supply Verification (WSV) for the Green Day Village Development (“Project”) located in the City of Desert Hot Springs.

### SUMMARY

Senate Bill 610 requires preparation of a WSA for development projects that are subject to the California Environmental Quality Act (CEQA) and defined as “Projects” in the State Water Code. Likewise, Senate Bill 221 requires preparation of a WSV for projects that are subject to approval of a development agreement or tentative map that includes a subdivision. A combined WSA/WSV was prepared by TKE Engineering, Inc. and reviewed and approved by staff for the 38.43-acre parcel located on the west side of Palm Drive between 18th Avenue and 20th Avenue. The Project includes 612 residential dwelling units, commercial spaces consisting of restaurant/food service uses, retail uses, medical office building, and two recycling centers, together with basins, community gathering spaces, landscaping, parking lots and onsite roadways. The WSA/WSV will be included in the CEQA documents by the City of Desert Hot Springs as the lead agency.

### ANALYSIS

It is estimated that the Project will generate a demand of approximately 490 AFY. The proposed Project’s estimated annual water demand falls within the available and projected water supplies for normal, single-dry, and multiple-dry years for a 20-year period, and MSWD has the capacity to serve the proposed Project over the long-term. This is the first WSA/WSV in this area and based on the data in the WSA/WSV, it shows there is sufficient water supply to serve this project. MSWD will need to monitor the water use for the proposed Project in order to develop reliable and consistent data for future projects of a similar scope.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

No fiscal impact to MSWD, the developer has deposited \$30,000 in a reimbursable deposit account to cover all staff and consultant costs.

### ATTACHMENTS

Green Day Village WSA/WSV  
Project Location Map

# **Green Day Village Development Water Supply Assessment and Verification**

**FINAL REPORT**

**May 2023**

**Prepared For:**



**Mission Springs Water District  
66575 2nd Street  
Desert Hot Springs, CA 92240**

**Prepared By:**



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

## TABLE OF CONTENTS

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Section	Page
<b>1.0 INTRODUCTION</b>	
1.1 Regulatory Requirements	1-1
1.2 Water Supplier	1-2
1.3 Purpose of Document	1-2
1.3.1 Water Supply Verification	1-3
1.3.2 Validity of the Document	1-3
1.4 Existing Water Management Plans	1-3
1.4.1 2020 Coachella Valley Regional Urban Water Management Plan	1-4
1.4.2 2020 Alternative Plan Mission Creek Subbasin Update	1-6
<b>2.0 GREEN DAY VILLAGE DEVELOPMENT</b>	
2.1 Project Description	2-1
2.2 Project Land Use Summary	2-1
2.3 Project Water Demands	2-5
2.4 Water Conservation Measures	2-6
<b>3.0 WATER DEMANDS</b>	
3.1 General Water System Information	3-1
3.1.1 Service Area Description	3-1
3.1.2 Facilities	3-1
3.1.3 Climate	3-2
3.1.4 Service Area Population	3-2
3.2 Water Demands	3-3
3.2.1 District Past and Current Water Use	3-3
3.2.2 District Water Demand Projections	3-4
3.3 Water Use Reduction Plan	3-5
<b>4.0 WATER SUPPLY ASSESSMENT (SB 610)</b>	
4.1 General	4-1
4.2 Identification of Water Sources	4-1
4.2.1 Primary Water Sources	4-1
4.2.2 Additional Water Sources	4-2
4.3 Analysis of Water Supply	4-2
4.3.1 Groundwater	4-2
4.3.2 Imported Water	4-14
4.3.3 Summary of Water Supply Sources	4-35

4.4	Analysis of Water Supply and Demand	4-36
4.5	Conclusions	4-39
<b>5.0</b>	<b>WATER SUPPLY VERIFICATION (SB 221)</b>	
5.1	General	5-1
5.2	Water Source	5-1
5.3	Support Documentation	5-1
5.4	Factors of Reliability	5-1
	5.4.1 General	5-1
	5.4.2 Historical Availability of Supply	5-2
	5.4.3 Water Shortage Contingency	5-2
	5.4.4 Reduction of Water Supply	5-3
	5.4.5 SWP and Colorado River Water	5-3
5.5	Impacts to Other Projects	5-4
5.6	Rights to Groundwater	5-4
5.7	Verification	5-4
<b>6.0</b>	<b>REFERENCE</b>	6-1
<b>7.0</b>	<b>LIST OF ACRONYMS</b>	7-1
	<b>LIST OF TABLES</b>	
2-1	Proposed Green Day Village Development Land Use Designation	2-1
2-2	Green Day Village Development Water Demands	2-5
2-3	Green Day Village Development Landscape Water Demands	2-6
3-1	Historical District Climate Characteristics	3-2
3-2	Current and Projected Population	3-3
3-3	Historical Water Service Connections	3-3
3-4	Demands for Potable Water Projected	3-4
3-5	Total Water Demands	3-4
3-6	Projected District Water Demands	3-8
4-1	Water Year 2020-2021 Water Balance in Mission Creek Subbasin	4-8
4-2	Deliveries for Direct Replenishment at the Mission Creek Groundwater Replenishment Facility	4-10
4-3	Groundwater Volume Pumped	4-13
4-4	Colorado River Water Entitlements	4-17
4-5	State Water Project Table A Amounts	4-23
4-6	Historical State Water Project Table A Allocations, CVWD and DWA (2002-2021)	4-27
4-7	Delta Conveyance Facility Supply Amounts	4-29
4-8	Lake Perris Seepage Recovery Amounts	4-30
4-9	Sites Reservoir Supply Amounts	4-30

4-10	Forecast Split of State Water Project Delivery to WWR-GRF and MC-GRF Based on Production	4-32
4-11	Forecast of State Water Project Table A Supplies to WWR-GRF and MC-GRF	4-33
4-12	Current and Projected Water Supplies	4-36
4-13	Normal Water Year Supply and Demand Comparison	4-37
4-14	Single-Dry Year Supply and Demand Comparison	4-38
4-15	Multiple-Dry Year Supply and Demand Comparison	4-38
5-1	Water Shortage Contingency Plan	5-3

### **LIST OF FIGURES**

2-1	General Project Location	2-3
4-1	MSWD Groundwater Basins	4-5
4-2	Historical Annual in Groundwater Storage – Mission Creek Subbasin 1978 - 2022	4-11

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## SECTION 1 INTRODUCTION

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### 1.1 Regulatory Requirements

In 2002, California Water Code (CWC) Sections 10910 through 10915 were amended by the enactment of Senate Bill 610 (SB 610) to improve the link between information on water supply availability and certain land use decisions made by cities and counties. SB 610 provides that when a city or county determines that a “project” as defined in CWC Section 10912 is subject to review under the California Environmental Quality Act (CEQA), the city or county must identify the water supply agency that will provide retail water service to the project and request that water supplier to prepare a Water Supply Assessment (WSA).<sup>1</sup> The proposed Green Day Village Development (referred to herein as the “Project” or “Green Day Village”) is a mixed use development which includes 355, 494 square feet of residential space, comprised of 612 dwelling units and 78,691 square feet of commercial use; and thus qualifies as a “project” under SB 610. Generally, a WSA must evaluate whether the total projected water supplies available to the water supplier during normal, single dry, and multiple dry water years during a 20-year projection will meet the projected water demand associated with the proposed project, in addition to the water supplier’s existing and planned future uses, including agricultural and manufacturing uses.

This WSA has been prepared in accordance with the requirements of SB 610. Accordingly, the information, analyses and conclusions contained herein utilize and rely upon, in part, the information, analyses and conclusions set forth in other water supply planning documents that have been prepared and duly adopted by agencies such as the City of Desert Hot Springs (City), the Mission Springs Water District (MSWD or District), and the California Department of Water Resources (DWR). Those documents include, without limitation, the 2020 Coachella Valley Regional Urban Water Management Plan (RUWMP), the 2020 Mission Creek Subbasin Alternative Plan Update (2020 MC Alternative Plan), the 2018 Coachella Valley Integrated Regional

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<sup>1</sup> For purposes of CWC Section 10912(a), a “project” includes any of the following: (1) a proposed residential development of more than 500 dwelling units; (2) a proposed shopping center or business establishment employing more than 1,000 persons or having more than 500,000 square feet of floor space; (3) a proposed commercial office building employing more than 1,000 persons or having more than 250,000 square feet of floor space; (4) a proposed hotel or motel, or both, having more than 500 rooms; (5) a proposed industrial, manufacturing, or processing plan, or industrial park planned to house more than 1,000 persons, occupying more than 40 acres of land, or having more than 650,000 square feet of floor area (provided; however, that until January 1, 2017, a photovoltaic or wind energy generation facility is not a “project” that requires a WSA if the facility would demand no more than 75 acre-feet of water annually); (6) a mixed-use project that includes one or more of the above-specified projects; or (7) a project that would demand an amount of water equivalent to, or greater than, the amount of water required by a 500 dwelling unit project.

Water Management and Stormwater Resource Plan (2018 IRWM/SWRP), and DWR's 2021 State Water Project Final Delivery Capability Report (DWR 2021 Report).

## **1.2 Water Supplier**

Mission Springs Water District (MSWD or District) is the public water supplier for the area in which the Green Day Village Development is located. The District was established in 1953 and was formerly known as Desert Hot Springs County Water District. The District's water service area consists of 135 square miles including the City of Desert Hot Springs, a portion of the City of Palm Springs, and 10 smaller communities in Riverside County. The District's water supply source is 100 percent groundwater produced from District-owned and operated wells which provide water service to approximately 43,000 people in their water service area. The District also provides sewer service to approximately 26,000 people in Desert Hot Springs and surrounding communities.

MSWD currently receives 100 percent of its water supply from groundwater produced from subbasins within the Coachella Valley Groundwater Basin, which underlies the District's water service area. MSWD primarily produces groundwater from the Mission Creek Subbasin via eight (8) active wells. To a lesser extent, the District also produces groundwater from the Indio Subbasin via two (2) active wells, the Garnet Hill Subbasin via one (1) active well, and the San Gorgonio Pass Subbasin via two (2) active wells.

## **1.3 Purpose of Document**

As mentioned above, this WSA is required under SB 610 if a development is proposed with over 500 dwelling units, and the Project has a proposed residential development of 612 dwelling units and 78,691 square feet of commercial use. Moreover, in accordance with SB 610 and applicable provisions of CEQA, the WSA will be included as part of the CEQA documentation being prepared for the Project. In the following sections, this WSA will evaluate whether the total projected water supplies available to the District during normal, single dry, and multiple dry water years during a 20-year projection will meet the projected water demand associated with the Green Day Village, in addition to the District's existing and planned future uses, including agricultural and manufacturing uses. Notably, the water demands associated with the Green Day Village Development have not been specifically accounted for but are a part of the projected growth analyzed by District in its recent 2020 Coachella Valley RUWMP.

### 1.3.1 Water Supply Verification

SB 221 was enacted in January 2002 and amends Section 11010 of the Business and Professional Code, and Sections 66455.3, 66473.7 and 65867.6 of the Government Code. SB 221 establishes the relationship between the WSA prepared for a residential project and its approval under the Subdivision Map Act. Pursuant to California Government Code Section 66473.7, the District, the public water supplier for the Project, a majority of which is proposed as residential, must provide a written verification of sufficient water supply prior to the approval of a new subdivision.

A WSV is required prior to the approval of a tentative subdivision map, or a parcel map for which a tentative map was not required, or a proposed industrial, manufacturing, or processing plant, or industrial park planned to house more than 1,000 persons, occupying more than 40 acres of land, having more than 650,000 square feet of floor area, or introducing more than 500 dwelling units. The purpose of the WSV is to provide the city or county or redevelopment agency with written verification from the public water purveyor that a sufficient water supply is available, or will be available, prior to completion of the project. The Project includes a proposal for more than 500 dwelling units and 78,691 square feet of commercial use, thus requiring a WSV as defined by the Government Code, once a tentative map, parcel map, or subdivision map is established.

### **1.3.2 Validity of the Document**

This WSA/WSV must be reviewed every 5-years, or in the event that water planning assumptions have changed, or until the Project begins construction. The Project applicant shall notify MSWD in any of the above scenarios. Subsequent review will ensure that the information included in the WSA/WSV remains accurate and no significant changes to either the Project or MSWD's water supply have occurred. If neither the Project applicant nor the lead agency (City of Desert Hot Springs) contacts MSWD within 5-years of approval of this WSA/WSV, it will be assumed that the Project no longer exists, and the WSA/WSV provided by this document will become invalid.

## **1.4 Existing Water Management Plans**

In accordance with Water Code Section 19010(c)(1), the District has reviewed whether the projected water demand associated with the Project was included as part of the District's most recently adopted 2020 Coachella Valley Regional Urban Water Management Plan (RUWMP). The 2020 RUWMP did not specifically reflect the demands associated with the Green Day Village Development. However, the demands associated with the Project have been accounted for as part of the 2020

Coachella Valley RUWMP, which specifically include population projections (and associated growth) within MSWD's service areas through the year 2045 in accordance with the Southern California Association of Government (SCAG).<sup>2</sup> In addition, the demands associated with the Project have also been accounted for in MSWD's, DWA's, and CVWD's regional water supply planning efforts, which specifically include population projections within MSWD's and CVWD's service areas in the Mission Creek and Garnet Hill subbasins through the year 2045 in accordance with the SCAG regional growth forecast contained in the 2020 Regional Transportation Plan and Sustainable Communities Strategy.<sup>3</sup> Therefore, and as set forth herein, the projected water demands of Green Day Village Development have already been considered in preparing and adopting both the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan. These documents are described in more detail in the following sections.

#### **1.4.1 2020 Coachella Valley Regional Urban Water Management Plan**

As indicated above, the District has participated in the 2020 Coachella Valley RUWMP. Water Code Section 10910(c)(2) provides that if demand associated with a proposed project is accounted for in the most recently adopted RUWMP, the water supplier may incorporate information from the RUWMP in preparing certain elements of a WSA for the project.

Water conservation efforts are allowing water agencies to plan for growth in new and improved ways, where State law now requires water agencies to do more with less. SBx7-7 (sometimes referred to as the new "20 percent by 2020" law) is one of four policy bills enacted as part of the November 2009 Comprehensive Water Package (see California Water Code section 10608 et seq.). Among other things, SBx7-7 established the goal of achieving a 20 percent reduction in statewide urban per capita water use by the year 2020, and the interim goal of achieving a 10 percent reduction by 2015. In an effort to achieve those goals, SBx7-7 requires each urban retail water supplier to determine technical information, such as existing baseline water consumption, to establish future water use reduction targets (in gallons per capita per day (gpcd)), and to report that and other information in their UWMPs. SBx7-7 also requires each urban wholesale water supplier to include in its UWMP, an assessment of its present and proposed future measures, programs, and policies to help achieve the water use reductions required by SBx7-7.

The two primary calculations required by SBx7-7 are (1) the Base Daily Per Capita Water Use Calculation (average gpcd used in past years), and (2) Compliance Water

<sup>2</sup> See 2020 Coachella Valley RUWMP, pp. 8-6

<sup>3</sup> See 2020 Mission Creek Subbasin Alternative Plan Update, Section 2.3

Use Targets (targets for gpcd in 2015 and 2020). The Base Daily Per Capita Water Use Calculation is based on gross water use by an agency in each year and can be based on a 10-year average ending no earlier than 2004 and no later than 2010, or a 15-year average if 10 percent of 2008 demand was met by recycled water. The District does not currently produce or receive recycled water supply, and therefore, a 10-year baseline period is used as opposed to a 15-year baseline period. As indicated above, an urban retail water supplier must then set a 2020 water use target and a 2015 interim water use target in terms of gpcd. SBx7-7 establishes four alternative methods for water agencies to use in calculating their Compliance Water Use Targets, as follows: (1) 80 percent of Base Daily Per Capita Use; (2) adherence to specified performance standards; (3) 95 percent of the applicable state hydrologic region target as set forth in the State's 20x2020 Water Conservation Plan; or (4) the provisional target method and procedures developed by DWR pursuant to SBx7-7.

In accordance with SBx7-7, the District will strictly manage its per capita water use throughout the year 2020 and beyond. As set forth in Section 8.5 of the RUWMP, the District's actual baseline daily per capita water use was calculated as 189 gpcd. The 2020 target was established at 234.9 gpcd, which confirms that the District achieved its targeted reduction by the year 2020.

There are several water supply planning ideas, future projects and management activities detailed in the 2020 Coachella Valley RUWMP that will help maintain the 20 percent reduction in per capita water consumption under SBx7-7; see Section 8.9. For example, the District has begun construction of the Regional Water Reclamation Facility (RWRF), that will include tertiary treatment facilities in the future. The RWRF is scheduled to be in operation in late 2023. It is estimated that the future first phase of tertiary treatment will accommodate a recycled water demand of 1.0 mgd (1,210 AFY). The District plans to expand the recycled water system demand to 5,000 AFY by 2045 by expanding the plant. In order to help put the recycled water system into practice, the District prepared a Recycled Water Program Development Feasibility Study in March 2018 in which treatment and distribution alternatives and recycled water demands were identified. The study determined that the recycled water infrastructure could feasibly be implemented to supply existing and future irrigation demands and offset a portion of potable water demands. Recycled water can also be used for groundwater aquifer replenishment.

The District universally acknowledges and embraces the importance of water issues, and as such is managing several cost-effective demand management measures (DMMs). These DMMs include technologies and methodologies that have been sufficiently documented in multiple demonstration projects and result in more efficient water use and conservation (e.g., water use surveys/audits, rebates or giveaways of plumbing fixtures, rebate programs that include turf conversion, smart

timer rebates and high efficiency toilet rebates, leak detection and monitoring program, rebates for landscape irrigation efficiency, and public information and school education programs).

The District has adopted a landscape irrigation policy as part of the District's "Landscape Guidelines". The guidelines establish effective water efficient landscape requirements for newly installed and rehabilitated landscapes, as well as promote water conservation through climate appropriate plant material and efficient irrigation practices. In addition, the guidelines also require an irrigation design plan, which includes the installation of separate landscape water meters for all projects except for single-family homes or any project with a landscaped area of less than 2,500 square feet. Automatic control systems are required for each system and mechanical irrigation controllers are prohibited.

Furthermore, the District understands the need to investigate future water projects to meet demands associated with projected growth. As indicated above and as further discussed in this analysis, the District is evaluating and will continue to evaluate various source substitution projects to reduce overall demands on native groundwater.

#### ***1.4.2 2020 Mission Creek Subbasin Alternative Plan Update***

The Coachella Valley Water District (CVWD), the Desert Water Agency (DWA), and the Mission Springs Water District (MSWD) (collectively the Agencies) form the Management Committee within the Mission Creek Subbasin (MCSB) and Garnet Hill Subarea (GHSA) of the Indio Subbasin (ISB) in the northern part of the Coachella Valley Groundwater Basin. The MCSB and GHSA are important to the local communities as groundwater resource areas, and the Agencies are committed to reliably meeting local demands and protecting water quality in a sustainable and cost-effective manner. The 2020 MC Alternative Plan Update was prepared to meet specific requirements of the Sustainable Groundwater Management Act (SGMA) as it applies to the MCSB. CVWD and DWA are the Groundwater Sustainability Agencies for the MCSB under SGMA. The 2020 MC Alternative Plan Update is also intended to support water management planning for both the MCSB and the GHSA. SGMA requirements for the GHSA, however, are addressed in the Water Management Plan Update for the Indio Subbasin.

The foundation for this Alternative Plan Update is the 2013 Mission Creek/Garnet Hill Water Management Plan (MWH, 2013 [2013 MC/GH WMP]) and Bridge Document (Stantec, 2016 [2016 Bridge Document]). Together, those documents met the requirements to be considered an alternative to a groundwater sustainability plan (GSP) (Alternative Plan) under the SGMA. In 2019, the California Department of

Water Resources (CDWR) approved the Alternative Plan, finding it functionally equivalent to a GSP. The MCSB is distinctive in that only nine subbasins throughout the State have an approved Alternative Plan.

The Agencies have prepared this Alternative Plan Update to:

- Ensure that the most current projections for population growth, land use, imported water supply, and other future conditions are incorporated into water management planning for the region.
- Update the groundwater model for the Planning Area for use as a tool in evaluating potential groundwater management actions.
- Review historical information along with current and projected future environmental and demographic conditions to define undesirable results and develop objectives and thresholds to maintain groundwater sustainability.
- Provide an analysis of future projected groundwater demand-based population growth and other factors and estimate future projected supplies for groundwater replenishment to use in forecasting future groundwater production and supplies.
- Develop scenarios for forecasting groundwater levels based on future demands and supplies assuming future hydrologic conditions are similar to historical long-term average conditions and assuming future hydrologic conditions are drier than the long-term historical average (climate change assumptions) and compare these forecasted water level conditions to groundwater sustainability criteria.
- Address specific actions recommended in the CDWR's 2019 SGMA Alternative Assessment Staff Report and Statement of Findings.<sup>4</sup>

Groundwater levels in the MCSB began to decline prior to the 1970s with increasing groundwater production. In the 1990s, the Agencies recognized that continued lowering of groundwater levels in the MCSB was not sustainable and, if continued, could have undesirable results ranging from increased energy costs for groundwater pumping to the need to deepen existing private and public wells. As a result, DWA and CVWD developed and implemented plans to recharge imported water into the MCSB. Groundwater levels in the MCSB began to increase after an imported water recharge program began in 2002 at the MC Groundwater Recharge Facility.<sup>5</sup>

The Alternative Plan Update incorporated SGMA Sustainable Management Criteria to guide water resources management in the main MCSB. Sustainable Management Criteria for the MCSB were developed based on available information developed for

<sup>4</sup> 2020 MC Alternative Plan, pp. ES-1 to ES-2

<sup>5</sup> 2020 MC Alternative Plan, p. ES-9

the Hydrogeologic Conceptual Model, the characterization of groundwater conditions, the groundwater balance, discussion with the Agencies, and feedback solicited from the public. Four Sustainability Indicators relevant to the MCSB based on historical or current conditions include: chronic lowering of groundwater levels, reduction of groundwater storage, degraded water quality, and land subsidence.<sup>6</sup>

Each of the Sustainability Indicators are evaluated based on its relevancy to the MCSB, significant and unreasonable conditions for the Sustainability Indicator, Minimum Thresholds developed for the Sustainability Indicator, Measurable Objectives established for the Sustainability Indicator, and the definition of Undesirable Results for the Sustainability Indicator. For example, for the chronic lowering of groundwater levels, the Minimum Threshold was set to one standard deviation of water levels in the wells between 2002 and 2019 below the known or estimated 2009 water level of the wells. This will be measured through nine Key Wells spatially distributed throughout the main MCSB with the Measurable Objective set to 2009 groundwater elevations. Undesirable results within MCSB are expected to occur if four Key Wells (~45%) each exceed their Minimum Threshold for 3 consecutive years.<sup>7</sup>

The 2020 MC Alternative Plan Update provides a review of the current groundwater conditions in the MCSB and confirms that the Agencies are already managing the subbasin in a sustainable manner. Based on predicted future water demands, the Alternative Plan Update identified that additional groundwater production will be needed through the planning period of 2045. The Agencies have identified options for obtaining additional imported water supplies and increasing water supply reliability through the planning period. The additional imported water supplies will address potential future conditions that are outside of the Agencies' control, including climate change and regulatory changes.

To evaluate future conditions, the groundwater model for the MCSB was updated and used to evaluate a range of water management and hydrologic scenarios. The results of these forecast scenarios were compared with the Sustainable Management Criteria for water levels. The water management forecast modeling shows that the Agencies can maintain sustainable groundwater levels in the MCSB under assumed drier climate change conditions through the planning period by continuing the ongoing Projects and Management Actions and implementing the planned Near-Term and Future Projects. In fact, the Near-Term Projects are the only projects required to maintain sustainability, but Future Projects may address additional demands past 2045. Because groundwater levels in the MCSB also drive sustainability criteria for

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<sup>6</sup> 2020 MC Alternative Plan, p. ES-13

<sup>7</sup> 2020 MC Alternative Plan, Table ES-1, p. ES-14



change in groundwater storage and subsidence, these two Sustainability Indicators also indicate sustainability through the planning period and model forecast period.

Groundwater quality will be evaluated on an ongoing basis. The Agencies continue to support the efforts to update the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) by implementing the CV-SNMP Development Workplan which includes development of recommended numeric objectives for TDS concentration in groundwater that are both protective of beneficial uses while also providing maximum benefit of groundwater. The Alternative Plan Update also demonstrates that there is no substantial increase in inflow of elevated TDS groundwater from the Desert Hot Springs Subbasin (DHSSB) into the MCSB across the Mission Creek Fault due to lower groundwater levels in the MCSB.

As the Agencies continue to follow an adaptive management approach, MCSB conditions will be evaluated using the monitoring data and the sustainability objectives and thresholds, Sustainable Management Criteria, and through development and submittal of SGMA Annual Reports and 5-Year Updates to the Alternative Plan. Together, these actions will support water management to meet projected demands and maintain groundwater sustainability.<sup>8</sup>

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<sup>8</sup> 2020 MC Alternative Plan, pp. ES-22 and ES-23

## SECTION 2 GREEN DAY VILLAGE DEVELOPMENT

### 2.1 Project Description

The proposed Green Day Village Development will accommodate a residential-high and mixed-use corridor with a combination of residential buildings, with landscaping, hardscape, and community space as well as neighborhood commercial space, basins, landscaping, parking and roadways on approximately 38.43 acres. This includes 355,018 square feet for 612 residential dwelling units, 78,691 square feet of commercial spaces consisting of; 10,752 square feet restaurant/food service uses, 45,365 square feet retail uses, a two-story 21,854 square feet medical office building, and two recycling centers totaling 720 square feet, together with basins, community gathering spaces, landscaping, parking lots and onsite roadways for a total of 1,674,101 square feet or 38.5 acres. The District will serve as the public water system for this development. **Figure 2-1** shows the general project location within MSWD's service area and sphere of influence.

### 2.2 Project Land Use Summary

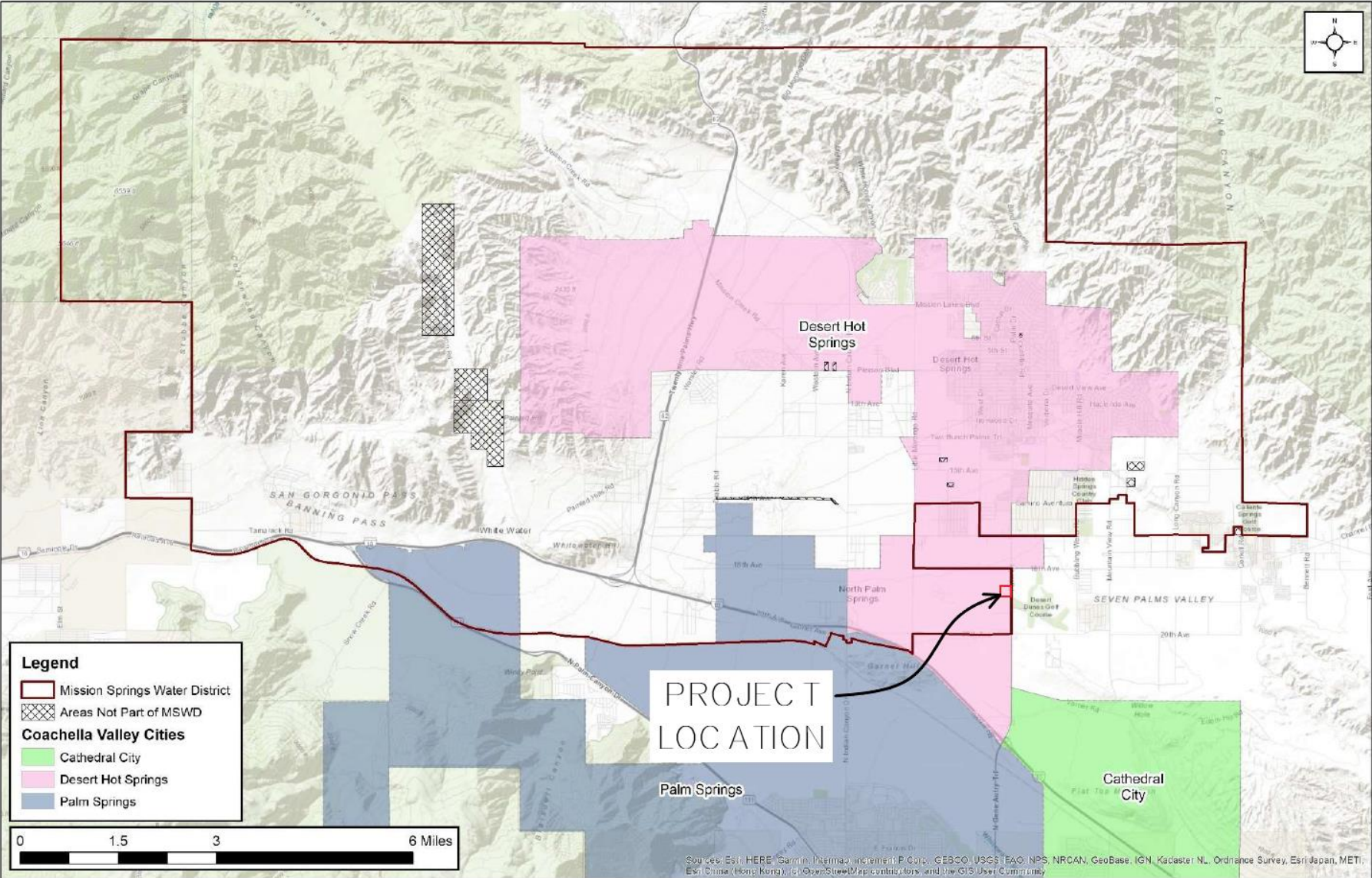
The Green Day Village Development is intended to be a mixed-use development that will accommodate a combination of residential dwelling units, retails, restaurant, fast-food drive-thru restaurant, convenience store, and office spaces within the City of Desert Hot Springs. The project land currently has a split land use designation of Mixed-Use Corridor (MU-C) and Residential-High (R-H) per the City of Desert Hot Springs General Plan Land Use and Zoning Designations. Based on the County of Riverside's 2019 General Plan Land Use Designations, **Table 2-1** details the proposed land use designations for the Green Day Village Development.

**Table 2-1  
Proposed Green Day Village Development Land Use Designation**

<b>Facilities</b>	<b>Land Use Designation</b>	<b>Area (square feet)</b>	<b>Area (acres)</b>
Residential Dwelling Units	Residential-High (R-H)	355,494	8.2
Commercial	Light Industrial (LI)	78,691	1.8
Landscaping	-	505,700	11.6
Parking Lots / Onsite Roadways / Hardscape	-	734,216	16.9
<b>Total</b>		<b>1,674,101</b>	<b>38.5</b>

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**Figure 2-1  
General Project Location**



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**2.3 Project Water Demand**

As described, the Green Day Village Development is a combination of these water demand facilities: residential, retails, restaurant, fast-food drive-thru restaurant, convenience store, and office spaces, and landscaping. The water demands were separated and calculated into three separate categories: residential-high, commercial areas and landscaping areas.

The residential areas include 612 residences. Of which, 60 will be one bedroom loft apartments in a two-story structure and the remaining 552 residences will be distributed among 92 two-story residential buildings. Each of the residential buildings, to be constructed employing modular techniques, will comprise six residences, one of which will be an accessory dwelling unit (ADU).

The commercial areas include the retail, restaurant, fast-food drive-thru restaurant, convenience store, and office spaces.

Additionally, landscape consumption factors were developed using MSWD’s Water Efficient Landscaping Guidelines. The guidelines set forth the Maximum Annual Applied Water Allowance (MAAWA) for landscaping. Using a combination of the total landscaped area, reference evapotranspiration in the area, and an evapotranspiration adjustment factor, the landscape consumption was determined. The following **Table 2-2** summarizes the light industrial area water demands and **Table 2-3** summarizes the landscape water demands for the Green Day Village Development, using the methods described above.

**Table 2-2  
Green Day Village Development Water Demands**

Facilities	Land Use Designation	Units or Area		Demand Factor	Water Demand	
		Units or Square Feet	Acres	gal/day per du or Acre	gpd	AFY
Residential	Residential-High (R-H)	612	8.2	707.7	433,112	485.2
Mixed Use Corridor	Commercial (C)	78,691	1.8	2,000	3,581	4.0
<b>Total</b>		<b>--</b>	<b>10.0</b>	<b>--</b>	<b>436,694</b>	<b>489.2</b>

**Table 2-3  
Green Day Village Development Landscape Water Demands**

<b>Facility</b>	<b>Area (acres)</b>	<b>Eto (in/yr)</b>	<b>ET Adjustment Factor</b>	<b>Landscaped Area (sq ft)</b>	<b>Conversion Factor (to gallons per sq ft)</b>	<b>MAAWA (gal/yr)</b>	<b>MAAWA (AFY)</b>
Landscape	11.6	75.7	0.5	505,700	0.62	11,857,781	<b>36.39</b>

The Green Day Village Development has an expected total water demand of approximately 525 AFY. In 2009 the Senate Bill x7-7 was enacted requiring all water suppliers to increase water use efficiency. MSWD has developed consumption factors based on the 2020 Coachella Valley RUWMP, after the enactment of SBx7-7. The demands included herein are consistent with MSWD and other Coachella Valley consumption factors that reflect the statewide goal to achieve and maintain a 20 percent reduction of per capita water use by the year 2020.

## **2.4 Water Conservation Measures**

New developments are required to follow and implement the water conservation measures and efficient water use goals outlined in several of MSWD and County of Riverside planning documents.

In 2007, the County of Riverside adopted Ordinance 859.2, The Water Efficient Landscape Requirements. This Ordinance is an effort to implement, manage and maintain water efficient landscapes without a decline in landscape quality or quantity to all new and rehabilitated landscapes associated with residential uses. Furthermore, this Ordinance was adopted to implement the requirements of the California Water Conservation in Landscaping Act 2006 and the California Code of Regulations Title 23, Division 2, Chapter 2.7. The project is required to follow both County and local water conservation and planting measures. In addition, the following are some of the requirements applicable to the Green Day Village Development:

- All planting areas shall receive three inches (3") of shredded bark mulch and one and a half inches (1-1/2") on ground cover from flats.
- Turf areas shall be used in response to functional needs and in compliance with the water budget.
- Where available, recycled water shall be used as the source for irrigation and decorative water features.
- Stabilizing mulching products shall be used on slopes. Irrigation systems shall be designed, maintained and managed to meet or exceed an average irrigation efficiency of 0.71.

- All irrigation systems shall be designed to prevent runoff, overspray, low head drainage and other similar conditions where water flows off-site on to adjacent property, non-irrigated areas, walk, roadways, or structures.
- All irrigation systems shall be equipped with a small irrigation controller, a rain sensing device, anti-drain check valves, a manual shut off valve, a pressure regulator, backflow prevention device, and riser protection components.
- Water systems for common open space areas shall use non-potable water, if approved facilities are made available by the water purveyor.

According to the Green Day Village Specific Plan, the planning for the Project emphasizes sustainability, community, and conservation. The Project will implement the following water conservation and planting related measures:

- The inclusion of drought tolerant plant materials and retention basin designs facilitating groundwater recharge to promote water conservation;
- The inclusion of community farming areas within walking distance of most residents thus reducing vehicle trips and associated air emissions and assisting in fostering a sense of community;
- The incorporation of edible landscaping which reduces reliance on edibles produced elsewhere thus also reducing vehicle trips and associated air emissions;
- Establish design guidelines, development regulations, land use standards and procedures to control future project improvements;
- The irrigation design and equipment are designed to comply with City of Desert Hot Springs Municipal Code Section 17.56.130, Water Efficient Landscaping. The system utilizes water efficient practices to reduce runoff and irrigate landscape efficiently. The System will be designed with “smart” automatic controllers that maximize water efficiency with the capability of making real-time adjustments to the irrigation schedule corresponding with hourly weather updates. The irrigation system is designed and sized to accommodate planting material based on species, water use, density, sun exposure, and other microclimate factors.



## **SECTION 3**

### **WATER DEMANDS**

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#### **3.1 General Water System Information**

##### ***3.1.1 Service Area Description***

The District, established in 1953, consists of approximately 135 square miles, including the City of Desert Hot Springs, a portion of the City of Palm Springs, and 10 smaller communities in Riverside County. The District provides water service to approximately 43,000 people and sewer service to approximately 26,000 people in their service area. MSWD offices are located in Desert Hot Springs, California.<sup>9</sup>

The District has three different water supply and distributions systems, the Desert Hot Springs System, the Palm Springs Crest System, and the West Palm Springs Village System. The Desert Hot Springs System is the largest of the three and is where the proposed Green Day Village Development is located. The Palm Springs Crest System and the West Palm Springs Village Systems are located approximately five miles west of the Desert Hot Springs system and abutting the Morongo Indian Hill Reservation.<sup>10</sup>

MSWD currently receives 100 percent of its water supply from groundwater wells supplied by the several subbasins within the Coachella Valley Groundwater Basin. The District mainly produces water from the Mission Creek Subbasin (MCSB) and the Garnet Hill Subarea (GHSA) of the Indio Subbasin (ISB).

##### ***3.1.2 Facilities***

The District, inclusive of all three distribution systems, has approximately 300 miles of pipelines of distribution pipeline ranging in sizes.

As previously mentioned, 100 percent of the water produced is supplied by the Coachella Valley Groundwater Basin. The Desert Hot Springs System has 13 active wells, Well Nos. 22, 24, 25, 25A, 26, 26A, 27, 29, 31, 32, 33, 34 and 37 and two inactive wells, Well Nos. 28 and 30. The 13 active wells and the two inactive wells produce water from the MCSB, GHSA, ISB, and San Gorgonio Pass Subbasin (SGPSB). The 13 active wells have a production capacity of 13,175 gpm. Well No. 34 has wellhead uranium treatment facilities.

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<sup>9</sup> 2020 Coachella Valley RUWMP, p. 8-3.

<sup>10</sup> 2020 Coachella Valley RUWMP, p. 8-3.

### 3.1.3 Climate

The District’s climate is a desert climate with a large range of high and low temperatures. The area has low rainfall and humidity and has an average of 3.8 inches of rainfall per year. The average high month temperature is 106 degrees Fahrenheit occurring in July and August and the average low month temperature of 39 degrees Fahrenheit occurring in December. **Table 3.1** shows the historic average monthly evapotranspiration (Eto), rainfall and temperatures for the District.

**Table 3-1  
Historical District Climate Characteristics**

Month	Standard Average Eto (inches)	Average Rainfall (inches)	Daily Max Temperature (degrees F)	Daily Min Temperature (degrees F)
January	2.7	0.5	72	42
February	3.6	0.6	75	45
March	6.0	0.7	82	52
April	7.7	0.3	87	58
May	9.2	0.1	93	63
June	9.8	0.1	103	70
July	9.7	0.2	106	76
August	9.1	0.1	106	75
September	7.2	0.1	101	69
October	5.2	0.4	90	59
November	3.3	0.2	80	49
December	2.3	0.7	65	39
<b>Annual (Total or Average):</b>	<b>75.7</b>	<b>3.8</b>	<b>88</b>	<b>58</b>

### 3.1.4 Service Area Population

The majority of the District’s service area population resides in the City of Desert Hot Springs. The City of Desert Hot Springs makes up approximately 17 percent of the District’s water service area, 23 square miles. Population current and future estimates were gathered from the 2020 Coachella Valley RUWMP. The 2020 Coachella Valley RUWMP utilized the DWR Population Tool to estimate the 2020 population based on water service connections. A 2020 District water service area population of 38,962 was estimated. With an estimated City of Desert Hot Springs population of 32,510, the City makes up approximately 83.4 percent of MSWD’s total water service area population. However, the 2025 population estimate is 49,081.

Future population growth was developed using the regional growth forecast prepared by the Southern California Association of Governments (SCAG). **Table 3-2** shows the current (2020) and projected water service area population for the City of Desert Hot Springs and population outside the City.

**Table 3-2  
Current and Projected Population**

Service Area Population	2020	2025	2030	2035	2040	2045	Increase
MSWD	38,962	49,081	54,414	59,747	66,064	72,380	185.7%

### 3.2 Water Demands

#### 3.2.1 District Past and Current Water Use

The District experienced steady service area population growth since 2005. As a result, the District as also had a steady growth in metered connections. As previously mentioned, the District’s service area population will continue to increase over time, and it is expected that the number of metered accounts will also increase. It should be noted that water deliveries and the number of metered accounts does not directly reflect the District’s service area population. The main factor in the growth of water deliveries and in the number of metered accounts are the types of developments that were built and will be built. **Table 3-3** details the historical water service connections by customer sector.

**Table 3-3  
Historical Water Service Connections**

Customer Sector	2016	2017	2018	2019	2020
Single Family	3,803	3,977	4,071	3,430	4,496
Multi Family	1,148	1,189	1,148	959	1,248
Commercial	334	323	379	341	435
Industrial	150	237	192	163	282
Institutional/Governmental	197	205	161	125	170
Landscape	871	982	999	795	933
Other (i.e., Non-Revenue water, which includes losses)	720	899	925	1,879	705
<b>Total:</b>	<b>7,223</b>	<b>7,812</b>	<b>7,875</b>	<b>7,692</b>	<b>8,269</b>

### 3.2.2 District Water Demand Projections

MSWD currently does not have any recycled water use within its service area. However, according to the 2020 Coachella Valley RUWMP, there are plans to use recycled water for the irrigation of golf courses, parks, medians and greenbelts, and groundwater aquifer recharge in the future. In addition, the District is constructing the Regional Water Reclamation Facility and plans to have the plant running in late 2023. The proposed treatment plant has been designed to accommodate tertiary treatment in a subsequent phase. It is estimated that the future initial recycled water demand will be 1.0 mgd (1,210 AFY).

The demand for potable water is expected to increase as the service area population increase within time. **Table 3-4** and **Table 3-5** list the projected demands for potable, recycled and total water demands for the future years. Both recycled and potable projected demands were obtained from the 2020 Coachella Valley RUWM.

**Table 3-4**  
**Projected Demands for Potable Water**

Use Type	2025	2030	2035	2040	2045
Single Family	4,743	5,143	5,543	6,066	6,588
Multi Family	1,316	1,427	1,538	1,683	1,828
Commercial	459	498	537	587	638
Industrial	298	323	348	381	413
Institutional/Governmental	179	194	209	229	249
Landscape	984	1,067	1,150	1,258	1,366
Other (i.e., Non-Revenue water, which includes losses)	1,1017	1,102	1,188	1,300	1,412
<b>Total:</b>	<b>8,996</b>	<b>9,754</b>	<b>10,513</b>	<b>11,504</b>	<b>12,494</b>

**Table 3-5**  
**Total Water Demands**

Type	2020	2025	2030	2035	2040	2045
Potable Water Demand	8,269	8,996	9,754	10,513	11,504	12,495
Recycled Water Demand	0	0	1,210	2,200	3,600	5,000
<b>Total:</b>	<b>8,269</b>	<b>8,996</b>	<b>10,874</b>	<b>12,713</b>	<b>15,104</b>	<b>17,495</b>

Of note, total per-capita water use is estimated to decrease from 189 gpcd in 2020 to 154 gpcd in 2045 due to on-going conservation efforts.

### 3.3 Water Use Reduction Plan

The District has made the State-mandated DMMs a key element in the overall water resource management strategy. The District is dedicated to implementing water conservation measures as demonstrated in adopting a Water Conservation Master Plan in 2004 (2004 WCMP). A series of sensible water conservation activities that complement the unique water resource characteristics of the District's service area are outlined in the 2004 WCMP. The Plan represents a qualitative effort at identifying and screening potential conservation initiatives appropriate for implementation in the District's service area. The data will assist the District in determining which initiatives should be continued to meet long-term conservation objectives.<sup>11</sup>

As part of the 2004 WCMP, the District identified factors affecting water conservation within the District. Significant factors are impacting water use within the District and include the following:

- Limited availability of water as a resource in Coachella Valley;
- the District's 100 percent dependency on groundwater as a water source;
- lack of other potable water sources and limited emergency interconnections;
- assessments to DWA for future imported water supply; lack of sufficient reservoir storage for water shortages and emergencies;
- continued new residential development in the City of Desert Hot Springs;
- risk of future degradation of groundwater supplies from septic systems, and commercial and industrial development; and
- the need to implement costly new sources of water (reclamation/ conjunctive use, etc.).<sup>12</sup>

The water conservation principles identified in the District's Water Conservation Master Plan were outlined and include detailed tasks. Overall, the District aims to employ the following principles:

- Clarify and summarize the District's conservation programs, reflecting conservation commitments made through the UWMP and other programs.
- Ensure that the conservation measures adopted by the District treat all customers fairly and equitably.
- Do not create undue pressure on revenue stability resulting in water costs exceeding local socio-economic conditions.
- Identify and establish measurable conservation targets to be accomplished by the District within a reasonable period of time.

<sup>11</sup> 2020 Coachella Valley RUWMP, p. 8-28.

<sup>12</sup> 2020 Coachella Valley RUWMP, p. 8-28.

- Develop sensible approaches for practical, cost-effective and efficient conservation programs which anticipate and serve the long-term needs of District customers.
- Facilitate the District's ability to provide a dependable, reliable supply of water.<sup>13</sup>

The District also developed a conceptual framework for the proposed conservation planning process throughout the service area. Four phases are envisioned as part of the process, including the formulation of conservation principles, program refinement, program implementation and program evaluation. The Plan's Conservation Action Plan seeks to implement the conceptual framework in a "dual approach," whereby regulatory and management practices are jointly utilized. In the Conservation Action Plan, the process for establishing measurable conservation targets is discussed. Three distinct components for the process are identified as the following:

- establishment of measurable targets,
- identifying worthwhile conservation measures, and
- evaluating the effects of conservation activities and attainment of goals<sup>14</sup>

For additional information on the District's implementation of the demand management and water conservation measures, see the 2020 Coachella Valley RUWMP, Chapter 8, Sub-Chapter 9.

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<sup>13</sup> 2020 Coachella Valley RUWMP, p. 8-28.

<sup>14</sup> 2020 Coachella Valley RUWMP, pp. 8-28 to 8-29.

## **SECTION 4**

### **WATER SUPPLY ASSESSMENT**

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#### **4.1 General**

The Coachella Valley relies on a combination of local groundwater, Colorado River (CR) water, State Water Project (SWP) water, surface water, and recycled water to meet demand. MSWD produces all of its water supplies from the Upper Coachella Valley Groundwater Basin; more specifically, the Mission Creek, Indio (including the Garnet Hill Subarea), and San Geronio Pass Subbasins. According to the 2020 Coachella Valley RUWMP, CVWD and DWA are remediating the overdraft condition of the groundwater basin by artificial replenishment with imported Colorado River and State Water Project (SWP) Exchange Water in the Mission Creek Subbasin (MCSB) and Indio Subbasin (ISB).

The following section identifies and describes the water supply sources that will serve the Green Day Village Development Project. Additionally, in accordance with State Water Code Section 10910(d), this section will identify existing water supply amounts, water rights, or water service contracts relevant to the identified water supply for the proposed Project. As previously described, the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan apply to the Green Day Village Development Project. According to the 2020 Coachella Valley RUWMP, the groundwater supply is reliable for a five-year dry period as the volume in storage can be drawn down during a dry period.<sup>15</sup>

#### **4.2 Identification of Water Sources**

##### **4.2.1 Primary Water Sources**

As described above, MSWD currently receives 100 percent of its municipal water supply from groundwater produced from subbasins within the Coachella Valley Groundwater Basin, which underlies the District's water service area. The Coachella Valley Groundwater Basin is not adjudicated. As such, there are no legal agreements that limit MSWD from producing groundwater from any of the subbasins. However, both the MCSB and ISB have been designated as "medium-priority" based on the State of California Department of Water Resources (CDWR), and are therefore subject to the requirements of the Sustainable Groundwater Management Act (SGMA).<sup>16</sup> As indicated herein, substantial regional efforts are ongoing, led by CVWD and DWA, supported by MSWD, to manage and recharge the MCSB and ISB with imported water

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<sup>15</sup> 2020 Coachella Valley RUWMP, pp. 8-25

<sup>16</sup> 2020 MC Alternative Plan, pp. 1-1

and other supplies to ensure adequate water supplies are sustained and protected in the future. Those efforts are made possible in large part because CVWD and DWA are Metropolitan Water District of Southern California (MWD) State Water Project (SWP) contractors. Therefore, the Green Day Village Development will rely on groundwater as its primary water supply source, more specifically the MCSB.

#### **4.2.2 Additional Water Sources**

While groundwater from the MCSB will be the primary source of water for the project, additional water sources related to the project include the Garnet Hill Subarea (GHSA) of the ISB, surface water that naturally replenished the groundwater basin, return flows from applied water that returns to the water cycle as recharge to groundwater after it has been used for its intended purpose (i.e., municipal, agricultural, industrial, and golf course), and imported water to recharge groundwater supplies.

### **4.3 Analysis of Water Supply**

#### **4.3.1 Groundwater**

As described above, MSWD currently receives 100 percent of its water supply from groundwater produced from subbasins within the Coachella Valley Groundwater Basin, which underlies the District's water service area. MSWD primarily produces groundwater from the MCSB through eight (8) active groundwater wells. In addition, MSWD also produces groundwater from the ISB via two (2) active wells, the GHSA of the ISB through one (1) active well, and the San Gorgonio Pass Subbasin (SGPSB) through two (2) active wells.

The Coachella Valley Groundwater Basin is bounded on the north and east by non-water bearing crystalline rocks of the San Bernardino and Little San Bernardino Mountains and on the south and west by the crystalline rocks of the Santa Rosa and San Jacinto Mountains. At the west end of the San Gorgonio Pass, between Beaumont and Banning, the basin boundary is defined by a surface drainage divide separating the Coachella Valley Groundwater Basin from the Beaumont Groundwater Basin of the Upper Santa Ana drainage area.<sup>17</sup>

While groundwater flows throughout the groundwater basin, several features (i.e., fault lines, constrictions in the basin profile, and changed soil conditions) limit and control its movement. As such, several subareas and subbasins have been identified

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<sup>17</sup> 2020 Coachella Valley RUWMP, p. 3-1



and defined by CDWR in 1964 and the United States Geological Survey (USGS) in 1971.<sup>18</sup>

The Coachella Valley subbasins are the: Mission Creek, Desert Hot Springs, San Gorgonio Pass, and Indio (including the GHSA) subbasins. The ISB is sometimes referred to as the Whitewater subbasin. The subbasins all have varying water quality and quantity and serve as groundwater storage reservoirs. Municipal and Private wells are used to produce water from the natural reservoirs. MSWD's water service area and underlying subbasins are shown in **Figure 4-1**. MSWD produces groundwater from the MCSB, GHSA of the ISB, ISB, and SGPSB; described in greater detail in the following sections.

Of note, the Coachella Valley Groundwater Basin is not adjudicated and there are no legal agreements that limit MSWD from producing groundwater from any of the subbasins. CVWD and DWA continually recharge the MCSB and ISB with imported water and other supplies. Both agencies are SWP contractors.

Starting in 1973, the ISB has been replenished using SWP Exchange Water for groundwater recharge. CVWD and DWA have an agreement with MWD to exchange (on an acre-foot-for-acre-foot basis) a percentage of their SWP Table A water rights for an equal amount of MWD's Colorado River water for the purpose of recharging the Coachella Valley Groundwater Basin. A replenishment program using SWP Exchange Water was also established for the MCSB with recharge commencing in 2003.<sup>19</sup>

#### 4.3.1.1 Mission Creek Subbasin

MSWD primarily produces groundwater from the MCSB through eight (8) active groundwater wells. The MCSB is located in the Upper Coachella Valley in the north central portion of Riverside County, California. The Mission Creek Fault and the Banning Fault bound the northeastern and southern edges of the subbasin, respectively, and are the major groundwater controls. Both act to limit groundwater movement as these faults have folded sedimentary deposits, displaced water-bearing deposits, and caused once permeable sediments to become impermeable (DWR, 1964).<sup>20</sup>

To the west, the subbasin is bounded by the San Bernardino Mountains and to the east by the Indio Hills and the Mission Creek Fault. Artesian conditions have historically been present near a narrow strip along the northwest portion of the Seven

<sup>18</sup> 2020 Coachella Valley RUWMP, p. 3-2

<sup>19</sup> 2020 Coachella Valley RUWMP, pp. 3-4 to 3-5

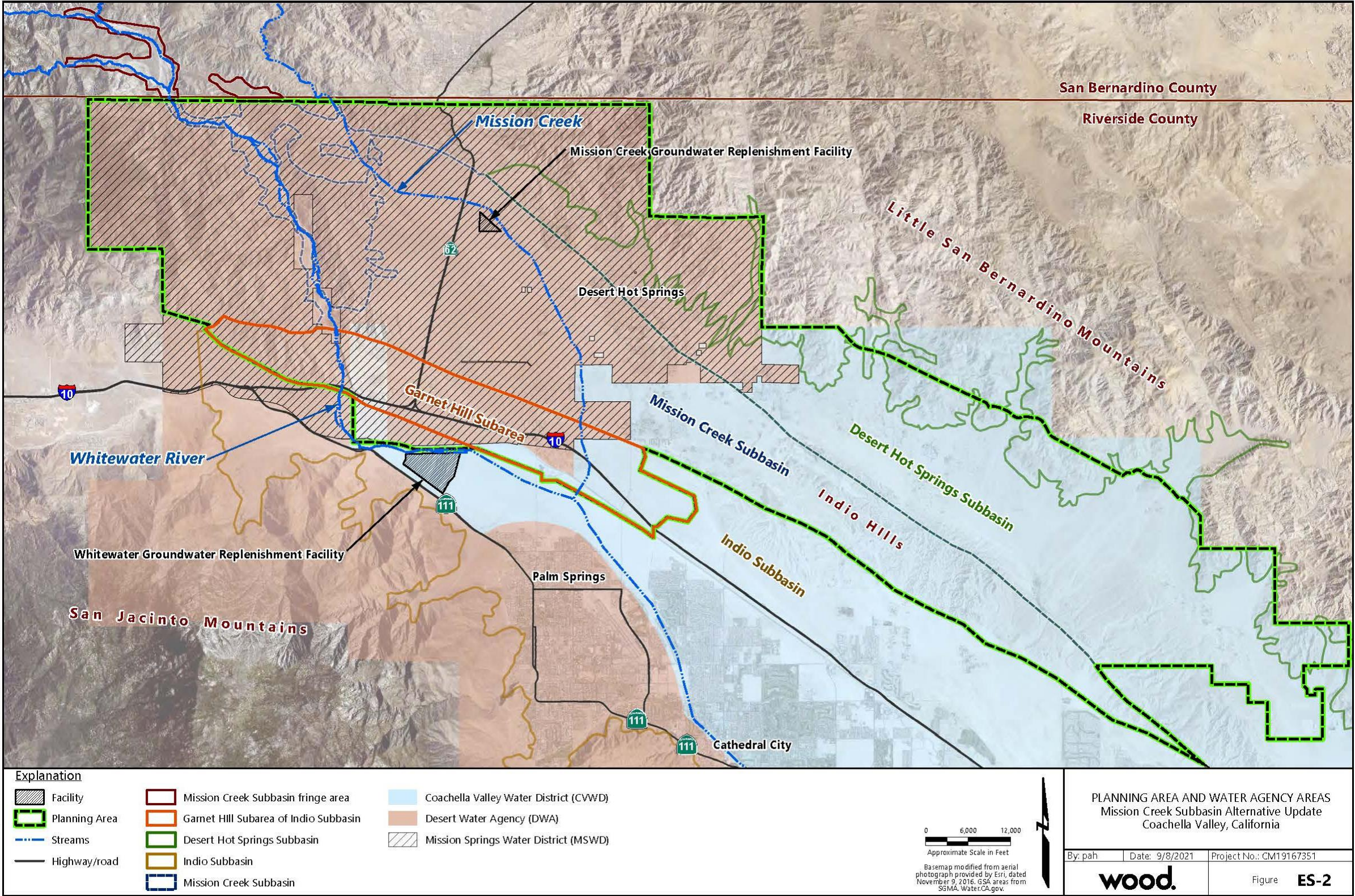
<sup>20</sup> 2020 Coachella Valley RUWMP, p. 3-5

Palms Ridge (DWR, 1964), allowing for the development of a unique Willow-Mesquite biological community that includes phreatophytes. Depth to groundwater in other parts of the Subbasin averages 300 feet below ground surface. Major surface water features in the area are the Whitewater River, Mission Creek, San Gorgonio River, Little and Big Morongo Washes, and Long Canyon.<sup>21</sup>

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<sup>21</sup> 2020 Coachella Valley RUWMP, p. 3-5

**Figure 4-1  
Groundwater Basins<sup>22</sup>**



<sup>22</sup> 2020 MC Alternative Plan Update, Figure ES-2

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The MCSB is filled with Holocene and late Pleistocene unconsolidated sediments eroded from the San Bernardino and Little San Bernardino Mountains. There are three significant water-bearing sedimentary deposits recognized in the subbasin: Pleistocene Cabazon Fonglomerate and Pleistocene to Holocene Older alluvium and alluvial deposits. These deposits are generally coarse sand and gravel, poorly sorted alluvial fan and pediment deposits that coalesce with one another.<sup>23</sup>

The MCSB is considered an unconfined aquifer with a saturated thickness of 1,200 feet or more and an estimated total storage capacity on the order of 2.6 million acre-feet (MAF). The subbasin is naturally recharged by surface and subsurface flow from the Mission Creek, Dry, and Big Morongo Washes, the Painted Hills, and surrounding mountain drainages. Irrigation return flow and discharges from municipal and individual subsurface wastewater disposal systems also contribute to recharge.<sup>24</sup>

Natural inflow has been supplemented with artificial recharge of imported water since 2003. In Water Year (WY) 2021-2022 total inflow to the MCSB is estimated at 11,590 (afy) and includes 5,700 AFY from infiltration or natural runoff, 1,150 of subsurface inflows from adjacent basins and 0 AF of artificial recharge.<sup>25</sup> Additionally, non-consumptive return flow (1,585 AF of infiltration of applied irrigation water, 2,306 AFY of wastewater percolation, 849 AF of septic tank percolation) is estimated at 4,740 AF or approximately 41 percent of the total inflow budget.<sup>26</sup>

The primary outflow from the MCSB is through groundwater production for domestic, agricultural and commercial use. Total groundwater production by MSWD, CVWD, and other privately-owned wells together averaged approximately 2,000 AFY in the 1970s; increased to over 17,000 AFY in 2006; and has since decreased to 14,234 AFY in WY 2021-2022.<sup>27</sup> Additionally, natural outflow includes underflow to the Garnet Hill Subbasin and to semi-water-bearing rocks in southeastern portion of basin of 2,350 AF, evapotranspiration of 950 AF, and evaporative losses of 69 AF for a total of 3,369 AF.

The WY 2021-2022 water balance in MCSB is shown in **Table 4-1**. The annual water balance is the total inflow less the total outflow, which is estimated at a decrease of 6,013 AF of water storage (approximately 0.23 percent of storage capacity) in the subbasin in WY 2021-2022.

<sup>23</sup> 2020 Coachella Valley RUWMP, p. 3-5

<sup>24</sup> 2020 Coachella Valley RUWMP, p. 3-5

<sup>25</sup> MCSB Annual Report for Water Year 2021-2022, p. 7-6, Table 7-3.

<sup>26</sup> MCSB Annual Report for Water Year 2021-2022, p. 7-3.

<sup>27</sup> MCSB Annual Report for Water Year 2021-2022, p. 7-6, Table 7-3.

**Table 4-1**  
**WY 2021-2022 Water Balance in Mission Creek Subbasin**

<b>Basin Inflow and Outflow Component</b>	<b>Flow (AFY)</b>
<b><i>Inflow</i></b>	
Subsurface Inflows From Adjacent Basins	1,150
Non-Consumptive Return	4,740
Infiltration of Natural Runoff	5,700
Artificial Recharge	0
<b>Total Inflow</b>	<b>11,590</b>
<b><i>Outflow</i></b>	
2019 Groundwater Pumping	14,234
Natural Outflow	3,369
<b>Total Outflow</b>	<b>17,603</b>
<b>Annual Balance</b>	<b>-6,013</b>

Through SGMA planning efforts, the basins are being managed for long-term sustainability. Based on the annual reports prepared for Water Year 2021-2022, the basin is not in a state of overdraft.<sup>28</sup>

Due to continuing overdraft conditions in the MCSB, CVWD and DWA began constructing facilities to replenish the MCSB in October 2001. Facilities were completed in June 2002 and in December 2002, DWA and CVWD began recharge activities in the MCSB. The current replenishment program is effectively increasing water levels throughout most of the subbasin.<sup>29</sup>

As of the beginning of 2022, the SGMA Portal Monitoring Network Module (MNM) replaced the California Statewide Groundwater Elevation Monitoring (CASGEM) program as the database for SGMA groundwater well data and water level data. Data upload to CASGEM is no longer required for subbasins reporting to the SGMA Portal MNM.<sup>30</sup>

MSWD, DWA, and CVWD now jointly manage the MCSB under the terms of the Mission Creek Settlement Agreement (December 2004). This agreement and the 2014 Mission Creek Groundwater Replenishment Agreement between CVWD and DWA specify that the available SWP water will be allocated between the MCSB and ISB in proportion to the amount of water produced or diverted from each Subbasin during the preceding year. In 2021, production from the MCSB was about 8.9 percent of the combined production from these two Subbasins.<sup>31</sup>

<sup>28</sup> MCSB Annual Report for Water Year 2021-2022, p. 9-20

<sup>29</sup> 2020 Coachella Valley RUWMP, p. 3-5

<sup>30</sup> MCSB Annual Report for Water Year 2021-2022, p. 3-1

<sup>31</sup> CVWD Engineer's Report on Water Supply and Replenishment Assessment 2022-2023, Tables 3-1 and 4-1

Since there is no physical connection to SWP facilities in the Coachella Valley, in the 1970s, CVWD and DWA signed a water Exchange Agreement with the MWD to deliver an equivalent amount of Colorado River water from MWD's Colorado River Aqueduct (CRA) in exchange for CVWD's and DWA's SWP water; referred to herein as SWP Exchange Water.

Deliveries of SWP Exchange Water from the CRA to the Mission Creek Groundwater Replenishment Facility began in 2003. Final SWP allocations between 2002 and 2021 have ranged from a high of 100% in 2006, to a low of 5% in 2014 and 2021. The reliability of SWP deliveries has declined since 2007 when Judge Wanger overturned the Biological Opinion about Delta export pumping operations (2007 Wanger Decision). This decision significantly impacted CDWR's ability to convey SWP supplies across the Delta for export. Since the 2007 Wanger decision, SWP final allocations have averaged 45% annually. This period has also been marked by six critically dry years.<sup>32</sup> A portion of the recharge represents advanced delivery of SWP Exchange Water, further discussed in **Section 4.3.2.2. Table 4-2** summarizes the total volume of water delivered for artificial recharge in the MCSB.

The historical annual change in storage for the MCSB is presented on **Figure 4-2**. It is observed that groundwater storage declined from 1936 until imported water recharge activities were started in the MCSB in 2003. Increasing values are reflective of additions to total groundwater storage (due to higher recharge than pumping), and declining values are reflective of decreases in total groundwater storage (pumping greater than recharge). The effect of imported water recharge is clearly seen for the MCSB since 2003. During periods of relatively high recharge (2005-2006 and 2010-2011), groundwater storage increased whereas in periods of lower recharge (2003-2004 and 2007-2009), groundwater storage declined. The MCSB is currently more than 6,000 AF above groundwater storage levels in 2009 due to groundwater replenishment efforts.<sup>33</sup>

<sup>32</sup> 2020 MC Alternative Plan Update, p. 4-12

<sup>33</sup> 2020 MC Alternative Plan Update, p. 7-9

**Table 4-2**  
**Deliveries for Direct Replenishment**  
**at the**  
**Mission Creek Groundwater Replenishment Facility**

Year	Delivered to Mission Creek Groundwater Replenishment Facility (AFY)
2002	4,733
2003	59
2004	5,564
2005	24,723
2006	19,901
2007	1,011
2008 <sup>(a)</sup>	503
2009 <sup>(a)</sup>	4,090
2010 <sup>(a)</sup>	33,210
2011 <sup>(a)</sup>	26,238
2012	23,406
2013	2,379
2014	4,325
2015	171
2016	0
2017	9,248
2018	2,027
2019 <sup>(b)</sup>	3,688
2020	1,768
2021	0
<b>TOTAL:</b>	<b>167,044</b>

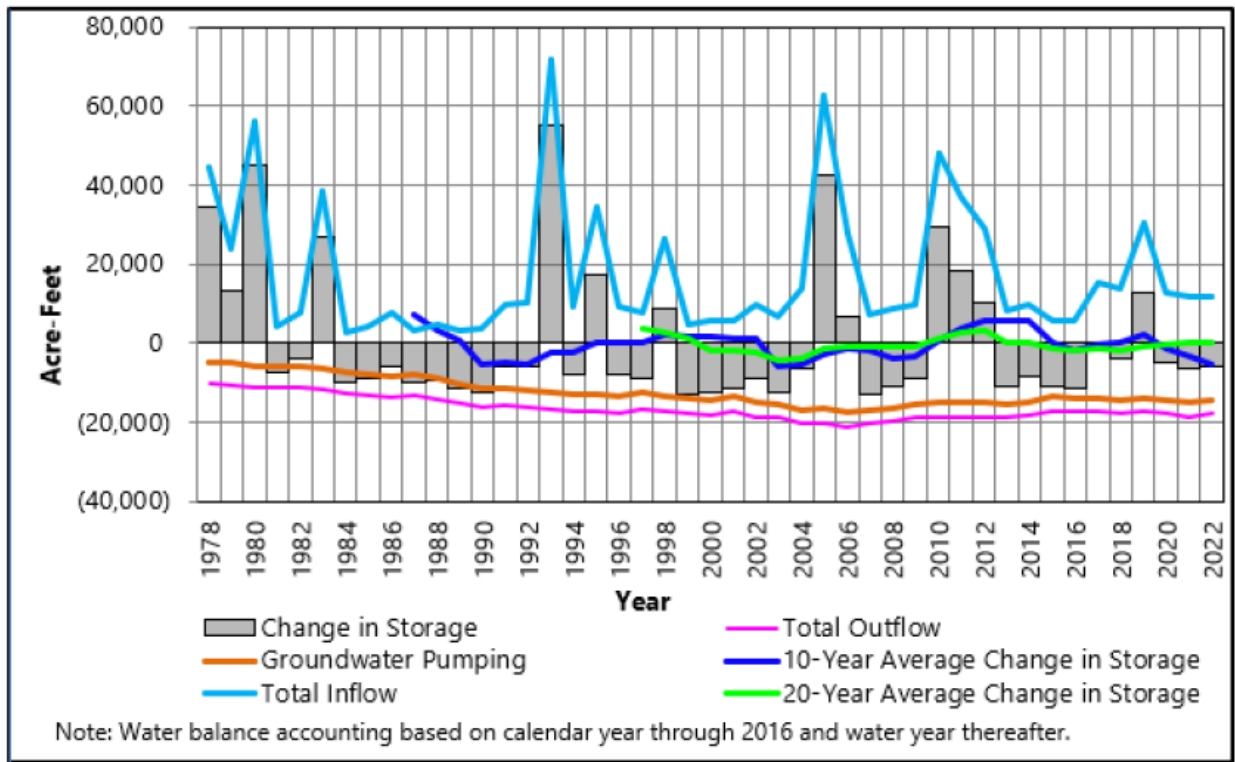
(a) Includes deliveries of DWA's non-SWP supplemental water purchased from entities in Kern County for the CPV Sentinel Energy Power Plant.

(b) The volume of water recharged to the Mission Creek GRF in CY 2019 reported in the 2020-2021 Engineer's Report was provisional. The provisional value of 3,498 AF was updated herein to 3,688 AF.

Source: CVWD Engineer's Report on Water Supply and Replenishment Assessment 2022-2023, Tables 3-2



**Figure 4-2  
Historical Annual in Groundwater Storage – Mission Creek Subbasin  
1978 - 2022<sup>34</sup>**



4.3.1.2 Garnet Hill Subarea

MSWD produces groundwater from the Garnet Hill Subarea (GHSA) of the Indio Subbasin through one (1) active well. While the Project will, in part, rely on the GHSA to meet demand, as the MCSB and GHSA of the ISB are intertwined, as described herein.

The Garnet Hill Subbasin which lies immediately south of the MCSB, underlies approximately 20 square miles and is subordinate to the ISB (DWR, 2003). The basin is bounded on the north by the Banning fault, on the south by the Garnet Hill fault, and on the east and west by non-water to semi-water bearing rocks.<sup>35</sup>

The area between the Garnet Hill fault and the Banning fault, named the Garnet Hill Subarea by DWR (2003), was considered a distinct Subbasin by the USGS because of the effectiveness of the Banning and Garnet Hill faults as barriers to groundwater movement.<sup>36</sup>

<sup>34</sup> MCSB Annual Report for Water Year 2021-2022

<sup>35</sup> 2020 Coachella Valley RUWMP, p. 3-5

<sup>36</sup> 2020 Coachella Valley RUWMP, p. 3-5.

The GHSA is considered an unconfined aquifer with a saturated thickness of 1,000 feet or more and an estimated total storage capacity on the order of 1.0 million AF (DWR, 1964). The GHSA is naturally recharged by subsurface flow from the MCSB and runoff from the Whitewater River watershed on the west. Irrigation return flow and discharges from municipal and individual subsurface wastewater disposal systems also contribute to recharge but are considered minimal.<sup>37</sup>

#### 4.3.1.3 Desert Hot Springs Subbasin

The Desert Hot Springs subbasin is bounded on the north by the Little San Bernardino Mountains and to the south by the Mission Creek and San Andreas faults. The San Andreas fault separates the Desert Hot Springs Subbasin from the ISB and serves as an effective barrier to groundwater flow. Due to poor quality and low groundwater yields, all potable water demand overlying the subbasin is supplied by wells in the MCSB. However, wells in the Miracle Hill area produce geothermally heated groundwater that supplies spa resorts in Desert Hot Springs. Private wells in the Fargo Canyon Subarea have historically been used for agricultural irrigation.<sup>38</sup>

#### 4.3.1.4 Indio Subbasin

The ISB, part of what was once referred to as the Whitewater Subbasin, comprises the major portion of the floor of the Coachella Valley and encompasses approximately 400 square miles. Beginning approximately one mile west of the junction of State Highway 111 and Interstate 10, the ISB extends southeast approximately 70 miles to the Salton Sea.<sup>39</sup>

MSWD currently produces groundwater from the ISB, as defined herein, through two (2) active wells; however, the Project will not rely on the ISB to meet demand. Of note, DWR considers the GHSA as part of the ISB; however, they are considered separate basins at the regional/local level and herein.

#### 4.3.1.5 Cabazon Storage Unit of the San Gorgonio Pass Subbasin

MSWD produces groundwater from the San Gorgonio Pass Subbasin (SGPSB) through two (2) active wells. However, the Project will not rely on the SGPSB to meet demand.

<sup>37</sup> 2020 MC Alternative Plan Update, p. 2-5

<sup>38</sup> 2020 Coachella valley RUWMP, p. 3-5

<sup>39</sup> 2020 Coachella Valley RUWMP, p. 3-4

The main water bearing deposits in the SGPSB are Holocene and Pleistocene age alluvium and Pliocene to Pleistocene age San Timoteo Formation. Holocene alluvium is mostly gravel and sand and, where saturated, would yield water readily to wells. Within the Subbasin, these deposits lie largely above the water table and contribute little water to wells. Holocene alluvium is found in the tributaries of the Subbasin and allows runoff to infiltrate and recharge the Subbasin. Older, Pleistocene-age alluvium contains sand and gravel, but also large amounts of clay and silt. These deposits yield moderate amounts of water to wells.<sup>40</sup>

The SGPSB is subdivided into a series of storage units that include: the Banning Bench, Banning, Beaumont, and Cabazon storage units. The Cabazon storage unit within the San Gorgonio Basin is recharged naturally with runoff from the adjacent San Jacinto and San Bernardino Mountains.<sup>41</sup>

The Cabazon storage unit encompasses approximately 11 square miles. The Cabazon storage unit is located near the western boundary of the MSWD boundary. MSWD operates two (2) wells in the Cabazon storage unit. Other groundwater users in the Cabazon storage unit include Desert Hills Premium Outlets, Morongo Band of Mission Indians, and Cabazon Water District.<sup>42</sup>

#### 4.3.1.6 District Groundwater Production

A summary of groundwater pumped by the District by subbasin from 2016 through 2020 is shown in **Table 4-3**.

**Table 4-3  
Groundwater Volume Pumped (AFY)<sup>43</sup>**

Groundwater Type	Basin Name	2016	2017	2018	2019	2020
Alluvial Basin	MCSB	6,792	7,207	7,568	7,273	7,833
Alluvial Basin	GHSA	285	449	154	266	270
Alluvial Basin	ISB / SGPSB	145	156	153	153	165
<b>Total:</b>		<b>7,222</b>	<b>7,812</b>	<b>7,875</b>	<b>7,692</b>	<b>8,268</b>

<sup>40</sup> 2020 Coachella Valley RUWMP, pp. 3-5 to 3-6

<sup>41</sup> 2020 Coachella Valley RUWMP, p. 3-6

<sup>42</sup> 2020 Coachella Valley RUWMP, p. 3-6

<sup>43</sup> 2020 Coachella Valley RUWMP, Table 8-12

### **4.3.2 Imported Water**

Both CVWD and DWA are State Water Contractors. However, there is no conveyance system in place to deliver State Water Project (SWP) water to the Coachella Valley. Conversely, imported water from the Colorado River is delivered to Southern California agencies through the Colorado River Aqueduct (CRA) that traverses through the Coachella Valley. As such, both DWA and CVWD have entered into separate agreements with MWD to receive Colorado River water in exchange for State Water Project (SWP) water on an acre-foot-for-acre-foot basis (SWP Exchange Water).

In 1997, DWA worked with MWD to get a 48-inch turnout constructed along the CRA system just south of Indian Avenue and west of Worsley Road. In addition, DWA acquired property, approximately 190 acres, near the turnout to construct spreading basins (the Mission Creek Groundwater Recharge Facility or MCGRF) to hold the Colorado River water as it percolates downward into the MCSB. In 2002, DWA completed construction of the MCGRF with a series of 13 recharge basins and a combined surface area of 57 acres. Replenishment efforts began in 2003 and, to date, a cumulative total of approximately 167,044 AF of supplemental water has been recharged into the MCSB.<sup>44</sup>

The ISB has been replenished using SWP Exchange Water since 1973. Administered by CVWD, Colorado River water is recharged in two separate Whitewater River Groundwater Replenishment Facility. To date, approximately 3,825,000 AF of supplemental water has been recharged into the ISB.<sup>45</sup>

The spreading of MWD's SWP in the MCSB benefits the City of Desert Hot Springs and MSWD. MSWD pays DWA's replenish assessment for every AF of supplemental water extracted from the MCSB.

#### **4.3.2.1 Colorado River Water**

Colorado River water has been a significant water supply source for the Indio Subbasin since the Coachella Canal was completed in 1949. CVWD is the only agency in the Indio Subbasin that receives Colorado River water allocations.

The Colorado River is managed and operated in accordance with the *Law of the River*, a collection of interstate compacts, federal and state legislation, various agreements and contracts, an international treaty, a U.S. Supreme Court decree, and federal

<sup>44</sup> CVWD Engineer's Report on Water Supply and Replenishment Assessment 2022-2023, Tables 3-2

<sup>45</sup> CVWD Engineer's Report on Water Supply and Replenishment Assessment 2022-2023, Table 4-2.

administrative actions that govern the rights to use Colorado River water within the seven Colorado River Basin states. The *1922 Colorado River Compact* apportioned the waters of the Colorado River Basin between the Upper Colorado River Basin (i.e., Colorado, Wyoming, Utah, and New Mexico) and the Lower Basin (i.e., Nevada, Arizona, and California) (USBR, 1922). The *1922 Colorado River Compact* allocates 15 million AFY of Colorado River water as follows: 7.5 million AFY to the Upper Basin and 7.5 million AFY to the Lower Basin, plus up to 1 million AFY of surplus supplies. The Lower Basin's water was further apportioned among the three Lower Basin states by the *1928 Boulder Canyon Project Act* (USBR, 1928) and the *1931 Boulder Canyon Project Agreement* (USBR, 1931), typically called the *1931 Seven Party Agreement*, which allocates California's apportionment of Colorado River water among Palo Verde Irrigation District (PVID), Imperial Irrigation District (IID), Coachella Valley Water District (CVWD), Metropolitan Water District of Southern California (MWD), City of Los Angeles, City of San Diego, and County of San Diego. The 1964 U.S. Supreme Court decree in *Arizona v. California* established Arizona's basic annual apportionment at 2.8 million AFY, California's at 4.4 million AFY, and Nevada's at 0.3 million AFY. Mexico is entitled to 1.5 million AFY of the Colorado River under the *1944 United States-Mexico Treaty for Utilization of Waters of the Colorado and Tijuana Rivers and of the Rio Grande* (U.S. Government Printing Office, 1946). However, this treaty did not specify a required quality for water entering Mexico. In 1973, the United States and Mexico signed *Minute No. 242* of the International Boundary and Water Commission (IBWC) requiring certain water quality standards for water entering Mexico (IBWC, 1973).<sup>46</sup>

California's Colorado River supply is protected by the *1968 Colorado River Basin Project Act* (USBR, 1968), which provides that in years of insufficient supply on the main stem of the Colorado River, supplies to the Central Arizona Project shall be reduced to zero before California will be reduced below 4.4 million AF in any year. This assures full supplies to the Coachella Valley, except in periods of extreme drought.<sup>47</sup>

The Coachella Canal is a branch of the All-American Canal that brings Colorado River water into the Imperial and Coachella Valleys. Under the *1931 Seven Party Agreement* (USBR, 1931), CVWD receives 330,000 AFY of Priority 3A Colorado River water diverted from the All-American Canal at the Imperial Dam. The Coachella Canal originates at Drop 1 on the All-American Canal and extends approximately 123 miles, terminating in CVWD's Lake Cahuilla. The service area for Colorado River water delivery under CVWD's contract with the U.S. Department of the Interior Bureau of Reclamation (USBR) is defined as Improvement District No. 1 (ID-1), which

<sup>46</sup> 2022 ISB Water Management Plan Update, p. 6-7

<sup>47</sup> 2022 ISB Water Management Plan Update, p. 6-8

encompasses 136,400 acres covering most of the East Valley and a portion of the West Valley north of Interstate 10. Under the *1931 Seven Party Agreement*, CVWD has water rights to Colorado River water as part of the first 3.85 million AFY allocated to California. CVWD is in the third priority position along with IID.<sup>48</sup>

### 2003 Quantification Settlement Agreement

In 2003, CVWD, IID, and MWD successfully negotiated the *2003 Quantification Settlement Agreement (2003 QSA)* (CVWD, 2003), which quantifies Colorado River allocations through 2077 and supports the transfer of water between agencies. Under the *2003 QSA*, CVWD has a base entitlement of 330,000 AFY. CVWD negotiated water transfer agreements with MWD and IID that increased CVWD supplies by an additional 123,000 AFY. CVWD's net QSA supply will increase to 424,000 AFY by 2026 and remain at that level until 2047, decreasing to 421,000 AFY until 2077, when the agreement terminates (Secretary of the Interior, 2003). CVWD's available Colorado River diversions through 2045, the ISB Alternative Plan Update horizon, are shown on **Table 4-4**.<sup>49</sup>

As of 2020, CVWD's available Colorado River water diversions at Imperial Dam under the QSA were 394,000 AFY. This includes the base entitlement of 330,000 AFY, the MWD/IID Transfer of 20,000 AFY, IID/CVWD First Transfer of 50,000 AFY, and IID/CVWD Second Transfer of 23,000 AFY. CVWD's QSA diversions also deducts the -26,000 AFY transferred to San Diego County Water Authority (SDCWA) as part of the Coachella Canal Lining Project and the -3,000 AFY transfer to Indian Present Perfected Rights.<sup>50</sup>

Additionally, under the 2003 QSA, MWD transferred 35,000 AFY of its SWP Table A Amount to CVWD. This SWP water is exchanged for Colorado River water and can be delivered at Imperial Dam for delivery via the Coachella Canal to the eastern portion of the Indio Subbasin or at Lake Havasu for delivery via the Colorado River Aqueduct to the western portion of the Indio Subbasin at the Whitewater River Groundwater Recharge Facility (WWR-GRF). The 2019 Second Amendment (CVWD, 2019b) guaranteed delivery of 35,000 AFY from 2019 to 2026, for a total of 280,000 AFY of water to the WWR-GRF during that timeframe. MWD can deliver the water through CVWD's Whitewater Service Connections (for recharge at WWR-GRF) or via the Advance Delivery account.<sup>51</sup>

<sup>48</sup> 2022 ISB Water Management Plan Update, p. 6-8

<sup>49</sup> 2022 ISB Water Management Plan Update, p. 6-8

<sup>50</sup> 2022 ISB Water Management Plan Update, p. 6-8

<sup>51</sup> 2022 ISB Water Management Plan Update, p. 6-9

The MWD/IID Transfer originated in a 1989 agreement with MWD to receive 20,000 AF of its Colorado River supply. The *2019 Amended and Restated Agreement for Exchange and Advance Delivery of Water* (CVWD, 2019a) defined the exchange and delivery terms between MWD, CVWD, and DWA. The *2019 Second Amendment to Delivery and Exchange Agreement* (CVWD, 2019b) reduced CVWD’s annual delivery of the MWD/IID Transfer to 15,000 AFY, for a total of 105,000 AF, if taken at the Whitewater Service Connections (for recharge at WWR-GRF) between 2020 and 2026. For those seven years, MWD keeps the remaining 5,000 AFY, after which CVWD’s allocation increases back up to 20,000 AFY. In the ISB Alternative Plan Update, both the 15,000 AFY MWD/IID Transfer and the 35,000 AF QSA MWD SWP Transfer are assumed to be delivered to WWR-GRF through 2026. CVWD’s total allocations under the QSA, including MWD’s transfer of 35,000 AFY and the MWD/IID Transfer, will increase from 424,000 AFY in 2020 to 459,000 AFY by 2026 and remain at that level for the remainder of the 75-year term of the QSA.<sup>52</sup>

**Table 4-4**  
**Colorado River Water Entitlements (AFY)<sup>53</sup>**

<b>Diversion</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>	<b>2035</b>	<b>2040</b>	<b>2045</b>
Base Entitlement	330,000	330,000	330,000	330,000	330,000	330,000
1988 MWD/IID Approval Agreement	20,000	20,000	20,000	20,000	20,000	20,000
IID/CVWD First Transfer	50,000	50,000	50,000	50,000	50,000	50,000
IID/CVWD Second Transfer	23,000	48,000	53,000	53,000	53,000	53,000
Coachella Canal Lining	-26,000	-26,000	-26,000	-26,000	-26,000	-26,000
Indian Present Perfected Rights Transfer	-3,000	-3,000	-3,000	-3,000	-3,000	-3,000
<b>QSA Diversions</b>	<b>394,000</b>	<b>419,000</b>	<b>424,000</b>	<b>424,000</b>	<b>424,000</b>	<b>424,000</b>
MWD SWP Transfer	35,000	35,000	35,000	35,000	35,000	35,000
<b>Total Diversions</b>	<b>429,000</b>	<b>454,000</b>	<b>459,000</b>	<b>459,000</b>	<b>459,000</b>	<b>464,000</b>
Assumed Conveyance Losses (5%)	-21,200	-22,700	-22,950	-22,950	-22,950	-22,950
MWD/IID Approval Agreement Transfer <sup>1</sup>	-5,000	-5,000	0	0	0	0
<b>Total Available Deliveries</b>	<b>402,800</b>	<b>426,300</b>	<b>436,050</b>	<b>436,050</b>	<b>436,050</b>	<b>436,050</b>

<sup>1</sup> Accounts for -5,000 AFY reduction in MWD/IID Approval Agreement deliveries from 2020–2026 per the 2019 Amendments with MWD.

Source: *Colorado River Water Delivery Agreement* (<https://www.usbr.gov/lc/region/g4000/crwda/crwda.pdf>, Exhibit B)

<sup>52</sup> 2022 ISB Water Management Plan Update, p. 6-9

<sup>53</sup> 2022 ISB Water Management Plan Update, Table 6-3

## Colorado River Water Consumptive Use

Each year, CVWD submits its water order to USBR for its total QSA entitlement. USBR provides an annual Colorado River Accounting and Water Use Report that provides diversions, return flows, and consumptive use of water diverted from the mainstream of the Colorado River below Lee's Ferry (USBR, 2020). For the eight years between 2013 and 2020, CVWD consumed less than its QSA allotment by an average of 25,574 AFY. CVWD can transfer up to 20,000 AF of the *1989 Approval Agreement* water to MWD, to help mitigate the lower consumption. Despite minor annual variability, CVWD anticipates full consumptive use of its QSA entitlement by 2030. Payback for the over consumption that occurred in years 2001 and 2002 has been completed; no additional payback is assumed during the planning horizon.<sup>54</sup>

Assumptions regarding Colorado River (Canal water) supplies available for use are based on CVWD's delivery schedule from the QSA, minus estimated Canal conveyance losses (see discussion below). Table 6-3 and Figure 6-2 provides CVWD's contracted Colorado River water entitlement through 2045. Note that due to the IID/CVWD Second Transfer, CVWD's Colorado River supplies continue to increase by 5,000 AFY per year through 2027 before reaching a total volume of 424,000 AFY. **Table 4-5** lists total Colorado River entitlements under existing agreements. However, the ISB Alternative Plan Update does not assume full QSA ramp up volumes will be available due to ongoing drought and forecasted climate change on the Colorado River system.<sup>55</sup>

## Colorado River Supply Reliability

Colorado River supplies face several challenges to long-term reliability including the extended Colorado River Basin drought and shortage sharing agreements, endangered species and habitat protection, and climate change. Due to both California's and CVWD's high-priority position regarding Colorado River allocations, CVWD's Colorado River supply is expected to be reliable.

### *QSA Litigation*

The *2010 CV Water Management Plan Update* cautioned against the reliability of CVWD's Colorado River supplies because of ongoing QSA litigation at the time. However, the QSA has held up to scrutiny under several unsuccessful legal challenges in state and federal court. Immediately following passage of the QSA, in November 2003, IID filed a complaint in Imperial County Superior Court to confirm the validity

<sup>54</sup> 2022 ISB Water Management Plan Update, p. 6-9

<sup>55</sup> 2022 ISB Water Management Plan Update, p. 6-9



of the QSA and 12 of the 34 QSA-related agreements. The case was coordinated for trial with other lawsuits challenging QSA environmental and regulatory approvals in the Sacramento County Superior Court. CVWD, IID, MWD, SDCWA, and the State defended these suits, which sought validation of the contracts. In February 2010, a California Superior Court judge ruled that the QSA and 11 related agreements were invalid because the QSA-JPA Agreement created an unconditional obligation for the State to pay for excess environmental mitigation costs, in violation of California's constitution. The court declined, for jurisdictional reasons, to validate the thirteenth agreement, the IID-CVWD Salton Sea Flooding Settlement Agreement.<sup>56</sup>

The QSA parties appealed this decision. In March 2011, the California Court of Appeal, Third Appellate District issued a temporary stay of the trial court judgment. In December 2011, the California Court of Appeal reversed the lower court ruling and remanded the case back to trial court for decision on the environmental challenges to the QSA Program EIR. In July 2013, a Sacramento Superior Court entered a final judgment validating the QSA and rejecting all of the remaining legal challenges. In May 2015, the California Court of Appeal issued a ruling that dismissed all remaining appeals.<sup>57</sup>

### *Colorado River Interim Guidelines*

Since 2000, drought conditions in the Colorado River basin have led to significant fluctuations and decreases in water elevations at key Colorado River reservoirs. Each year, the Secretary of the Interior is required to declare the Colorado River water supply availability conditions for the Lower Basin States in terms of normal, surplus, or shortage. In 2007, USBR adopted *Colorado River Interim Guidelines for Lower Basin Shortages and the Coordinated Operations for Lake Powell and Lake Mead (2007 Interim Guidelines)*.<sup>58</sup>

These *2007 Interim Guidelines* will remain in effect for determinations to be made through December 2025 regarding water supply and reservoir operating decisions through 2026 and provide guidance for development of the Annual Operating Plan (AOP) for Colorado River reservoirs (USBR, 2007).

The purposes of the *2007 Interim Guidelines* are to:

- Improve USBR's management of the Colorado River by considering trade-offs between the frequency and magnitude of reductions of water deliveries and considering the effects on water storage in Lake Powell and Lake Mead. USBR

<sup>56</sup> 2022 ISB Water Management Plan Update, p. 6-12

<sup>57</sup> 2022 ISB Water Management Plan Update, p. 6-12

<sup>58</sup> 2022 ISB Water Management Plan Update, p. 6-12

will also consider the effects on water supply, power production, recreation, and other environmental resources;

- Provide mainstream U.S. users of Colorado River water, particularly those in the Lower Basin states, a greater degree of predictability with respect to the amount of annual water deliveries in future years, particularly under drought and low reservoir conditions; and
- Provide additional mechanisms for the storage and delivery of water supplies in Lake Mead to increase the flexibility of meeting water use needs from Lake Mead, particularly under drought and low reservoir conditions (USBR 2007).

In October 2020, USBR released a *Review of the Colorado River Interim Guidelines for Lower Basin Shortages and Coordinated Operations for Lake Powell and Lake Mead (7D Review; USBR 2020a)*. The *7D Review* acknowledged the operational stability provided by the *2007 Interim Guidelines* and the cooperation of participating agencies in providing information to inform the post-2026 operations of Lake Powell and Lake Mead. Negotiations began in 2021 for the *2027 Interim Guidelines* that may affect available supplies of Colorado River water.<sup>59</sup>

#### *Lower Basin Drought Contingency Plan*

In May 2019, CVWD entered into the *Lower Basin Drought Contingency Plan Agreement* (USBR, 2019) to provide an additional mechanism to prevent Lake Mead from reaching critically low elevations by establishing that certain Colorado River users in the Lower Basin make Drought Contingency Plan (DCP) contributions if Lake Mead reaches certain elevations. The *Implementation Agreement* (CVWD 2019c) explains that the *Lower Basin Drought Contingency Plan (Lower Basin DCP)* provides that USBR's annual 24-month study's projection of Lake Mead's January 1 elevation will determine the amount of California DCP contributions for the subsequent year, if any. CVWD's portion of California DCP contributions under the *Lower Basin DCP* is seven percent (which is approximately 14,000 to 24,500 AFY). CVWD will implement its portion of the *Lower Basin DCP* contributions by storing water in MWD's Lake Mead DCP Intentionally Created Surplus (ICS) account and/or by CVWD reducing its call for the 35,000 AFY MWD SWP Transfer (refer to description above). MWD will then reduce its USBR water order by an equivalent amount in that year to cover CVWD's contribution. The *Lower Basin DCP* is a short-term plan that will end when the 2027 Interim Guidelines are implemented.<sup>60</sup>

<sup>59</sup> 2022 ISB Water Management Plan Update, pp. 6-12 to 6-13

<sup>60</sup> 2022 ISB Water Management Plan Update, p. 6-13

### *Use of Colorado River Water*

The 2020 ISB Alternative Plan Update considers the QSA ramp up to ensure that all available supply is used. This requires balancing direct uses and replenishment deliveries against the available Colorado River supply (less conveyance and regulatory water losses). This *Alternative Plan Update* considers two Colorado River delivery scenarios:

1. **Historical hydrology conditions** – Full ramp up of the 2003 QSA entitlement, along with transfers where there are agreements in place. These assumptions are used only in the baseline scenario in Chapter 7, *Numerical Model and Plan Scenarios*.
2. **Climate change conditions** – Full ramp up of the 2003 QSA entitlement and transfers, minus CVWD’s portion of California’s *Lower Basin DCP* contribution increasing from 14,500 AFY to 24,500 AFY. These assumptions are used in all future project scenarios in Chapter 7, *Numerical Model and Plan Scenarios*.

To fully utilize the Colorado River water entitlement, the GSAs propose several source substitutions (replacing existing groundwater pumping with Canal water deliveries) and replenishment projects that can be found in Chapter 11 of the 2020 ISB Alternative Plan Update.<sup>61</sup>

#### 4.3.2.2 State Water Project Exchange Water

The SWP is managed by the California Department of Water Resources (DWR) and includes 705 miles of aqueduct and conveyance facilities extending from Lake Oroville in Northern California to Lake Perris in Southern California. The SWP has contracts to deliver 4.172 million AFY to the State Water Contractors. The State Water Contractors consist of 29 public entities with long-term contracts with DWR for all, or a portion of, their water supply needs. In 1962 and 1963, DWA and CVWD, respectively, entered contracts with the State of California for a total of 61,200 AFY of SWP water.<sup>62</sup>

SWP water has been an important component of the region’s water supply mix since CVWD and DWA began receiving and recharging SWP exchange water at the WWR-GRF. Starting in 1973, CVWD and DWA began exchanging their SWP water with MWD for Colorado River water delivered via MWD’s Colorado River Aqueduct. Because CVWD and DWA do not have a physical connection to SWP conveyance facilities, MWD takes delivery of CVWD’s and DWA’s SWP water, and in exchange, delivers an equal amount of Colorado River water to the Whitewater Service Connections (for recharge

<sup>61</sup> 2022 ISB Water Management Plan Update, p. 6-13

<sup>62</sup> 2022 ISB Water Management Plan Update, p. 6-13

at WWR-GRF and MC-GRF). The exchange agreement was most recently re-established in the 2019 *Amended and Restated Agreement for Exchange and Advance Delivery of Water* (CVWD, 2019a).<sup>63</sup>

### SWP Table A Amounts

Each SWP contract contains a “Table A” exhibit that defines the maximum annual amount of water each contractor can receive excluding certain interruptible deliveries. DWR uses Table A amounts to allocate available SWP supplies and some SWP project costs among the contractors. Each year, DWR determines the amount of water available for delivery to SWP contractors based on hydrology, reservoir storage, the requirements of water rights licenses and permits, water quality, and environmental requirements for protected species in the Sacramento-San Joaquin River Delta (Delta). The available supply is then allocated according to each SWP contractor’s Table A amount.<sup>64</sup>

CVWD’s and DWA’s collective increments of Table A water are listed in **Table 4-5**. Original Table A SWP water allocations for CVWD and DWA were 23,100 AFY and 38,100 AFY, respectively, for a combined amount of 61,200 AFY. CVWD and DWA obtained a combined 100,000 AFY transfer from MWD under the 2003 Exchange Agreement. In 2004, CVWD purchased an additional 9,900 AFY of SWP Table A water from the Tulare Lake Basin Water Storage District (Tulare Lake Basin) in Kings County (DWR, 2004). In 2007, CVWD and DWA made a second purchase of Table A SWP water from Tulare Lake Basin totaling 7,000 AFY (DWR, 2007a and 2007b). In 2007, CVWD and DWA also completed the transfer of 16,000 AFY of Table A Amounts from the Berrenda Mesa Water District in Kern County (DWR, 2007c and 2007d). These latter two transfers became effective in January 2010. With these additional transfers, the total SWP Table A Amount for CVWD and DWA is 194,100 AFY.<sup>65</sup>

Previously, the 100,000 AFY MWD Transfer obtained under the *2003 Exchange Agreement* included a “Call Back” component that allowed MWD to call-back the 100,000 AFY and assume the entire cost of delivery if it needed the water. In 2019, the *Amended and Restated Agreement for Exchange and Advance Delivery of Water* (CVWD, 2019a) ended MWD’s right to call back that 100,000 AFY of Table A water.<sup>66</sup>

<sup>63</sup> 2022 ISB Water Management Plan Update, p. 6-14

<sup>64</sup> 2022 ISB Water Management Plan Update, p. 6-14

<sup>65</sup> 2022 ISB Water Management Plan Update, p. 6-14

<sup>66</sup> 2022 ISB Water Management Plan Update, p. 6-14

**Table 4-5  
State Water Project Table A Amounts (AFY)<sup>67</sup>**

	<b>Original SWP Table A</b>	<b>MWD Transfer</b>	<b>Tulare Lake Basin Transfer #1</b>	<b>Tulare Lake Basin Transfer #2</b>	<b>Berrenda Transfer</b>	<b>Total</b>
<b>CVWD</b>	23,100	88,100	9,900	5,250	12,000	138,350
<b>DWA</b>	38,100	11,900	-	1,750	4,000	55,750
<b>Total:</b>	<b>61,200</b>	<b>100,000</b>	<b>9,900</b>	<b>7,000</b>	<b>16,000</b>	<b>194,100</b>

In some years, DWA and CVWD carry over SWP water to the following year by storing it in San Luis Reservoir. This carryover water is SWP water that is allocated to a State Water Contractor and approved for delivery in a given year but was not able to be delivered to the Contractor by the end of that year. This water is exported from the Delta, but instead of being delivered to the Contractor, it is stored in the SWP's share of San Luis Reservoir south of the Delta, when space is available, for the Contractor to use in the following year. This variability is reflected in the historical delivery values but does not affect supply projections.<sup>68</sup>

#### Other SWP Water Types

There are other types of SWP water that can be purchased, such as individual water purchase opportunities and transfers/exchanges. These may be conveyed to CVWD and DWA as available, but no commitments exist.<sup>69</sup>

#### *Yuba Accord*

In 2008, CVWD and DWA entered into separate agreements with DWR for the purchase and conveyance of supplemental SWP water under the Yuba River Accord Dry Year Water Purchase Program (Yuba Accord). This program provides dry year supplies through a water purchase agreement between DWR and Yuba County Water Agency, which settled long-standing operational and environmental issues over instream flow requirements for the lower Yuba River. The amount of water available for purchase varies annually and is allocated among participating SWP contractors based on their Table A amounts. CVWD and DWA may purchase up to 1.72 percent and 0.69 percent, respectively, of available Yuba Accord water, in years it is made available.<sup>70</sup>

<sup>67</sup> 2022 ISB Water Management Plan Update, Table 6-4

<sup>68</sup> 2022 ISB Water Management Plan Update, p. 6-15

<sup>69</sup> 2022 ISB Water Management Plan Update, p. 6-15

<sup>70</sup> 2022 ISB Water Management Plan Update, p. 6-15

Yuba Accord deliveries have varied from zero in multiple years to a total of 2,664 AFY to CVWD and DWA in 2013. Over the 10-year period from 2010-2019, the average annual amount of Yuba Accord water purchased by the GSAs was 651 AFY. This *Alternative Plan Update* assumes the same 10-year average of Yuba Accord deliveries annually through 2045.<sup>71</sup>

### *Article 21*

Article 21 water (described in Article 21 of the SWP water contracts), “Interruptible Water”, is water that State Water Contractors may receive on a short-term basis in addition to their Table A water if they request it in years when it is available. Article 21 water is used by many Contractors to help meet demands in low allocation years. Article 21 water is not available every year, amounts vary when it is available, and is proportionately allocated among participating Contractors. The availability and delivery of Article 21 water cannot interfere with normal SWP operations and cannot be carried over for delivery in a subsequent year.<sup>72</sup>

The State Water Contractors believe that as reliability increases over time with the operation of the Delta Conveyance Facility (see description below), that Article 21 water will become more available to Contractors for purchase. The 2020 ISB *Alternative Plan Update* assumes that once the Delta Conveyance Facility is constructed, approximately 10,600 AFY in Article 21 will be made available to DWA and CVWD annually.<sup>73</sup>

### Advance Deliveries

The 1984 *Advance Delivery Agreement* (amended in 2019 by the *Amended and Restated Agreement for Exchange and Advance Delivery of Water* [CVWD 2019a]) allows MWD to deliver up to 800,000 AFY of Colorado River water to be credited against its future SWP exchange water obligations. Advance deliveries of exchange water are highly variable and concentrated in wet years, with the ISB providing the majority of storage. The Advance Delivery Account balance for 2003 – 2019 ranged from 44,601 acre-feet (AF) in 2009 to 391,155 AF in 2019. As of January 2020, there was 353,946 AF stored in MWD’s Advance Delivery account in the Indio Subbasin.<sup>74</sup>

<sup>71</sup> 2022 ISB Water Management Plan Update, p. 6-15

<sup>72</sup> 2022 ISB Water Management Plan Update, p. 6-15

<sup>73</sup> 2022 ISB Water Management Plan Update, p. 6-16

<sup>74</sup> 2022 ISB Water Management Plan Update, p. 6-16

## Supply Reliability

SWP supplies vary annually due to weather and runoff variations in Northern California and regulatory limitations on exports from the Delta.

### *Delta Exports*

The SWP's and Central Valley Project's (CVP; managed by USBR) exports from the Delta have decreased since 2005 due to several key environmental decisions. While the SWP primarily serves the State's population and economic growth, the CVP serves the State's agricultural industry. In 2005, the U.S. Fish and Wildlife Service (USFWS) released a Biological Opinion that Delta export (combined SWP and CVP) pumping operations would not jeopardize the continued existence of the Delta smelt, a small, endangered fish endemic to the Delta. Environmental groups challenged the action and in May 2007, federal Judge Oliver Wanger ruled that the Biological Opinion was faulty in its assumptions and needed to be performed again. In 2008, the USFWS and National Marine Fisheries Service (NMFS) released a new Biological Opinion that addressed Delta fisheries, restricting operations of the SWP and CVP diversion pumps. In 2009, Wanger struck down the USBR acceptance of the new Biological Opinion, saying USBR failed to comply with the National Environmental Policy Act (NEPA) related to cutbacks in water exports for Central Valley farmers.<sup>75</sup>

In 2009, the Sacramento-San Joaquin Delta Reform Act of 2009 (Delta Reform Act) established the Delta Stewardship Council to create a comprehensive, long-term, legally enforceable plan to guide management of the Delta's water and environmental resources. The Delta Plan (Delta Stewardship Council, 2013) includes policies and recommendations to achieve the "coequal goals," which means the two goals of providing more reliable water supply for California and protecting, restoring, and enhancing the Delta ecosystem. In 2016, USBR and DWR developed the California WaterFix, a twin-tunnels alternative for conveying flows across the natural channels of the Delta, focused on conveyance and ecosystem improvements to significantly reduce reverse flows and fish species impacts associated with the existing south Delta intakes. In 2019, USFWS and NMFS issued revised Biological Opinions (USFWS, 2020) to address California WaterFix. Concurrently, USBR issued the 2018 Addendum (USBR, 2018) to the 1986 Coordinated Operations Agreement (USBR, 1986) with accompanying SWP and CVP operations changes which reduced SWP exports and increased CVP exports, along with more conservative operation of Lake Oroville. Most recently, in 2019, Governor Newsom directed state agencies to proceed with

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<sup>75</sup> 2022 ISB Water Management Plan Update, p. 6-17

modernizing Delta conveyance with a single tunnel project (see DCF description below).<sup>76</sup>

### *SWP Reliability*

State Water Contractors are required to submit annual delivery schedules to the DWR for a suite of potential water allocations; for example, 15 percent, 30 percent, 50 percent, 60 percent, and 100 percent were provided for calendar year 2021. DWR makes an initial SWP Table A allocation for planning purposes, typically in December, prior to the start of each calendar year. Throughout the year, as additional information regarding water availability becomes available and DWR performs hydrologic analyses, the SWP allocation and delivery estimates are updated. Typically, the final SWP allocation for the year is derived by June, and although not typical, can still be updated into the Fall. **Table 4-6** presents the historical draft and final Table A allocations over the past 20 years (i.e., 2002 to 2021). Note that CVWD's and DWA's contracted Table A amounts increased substantially in 2005 and again in 2010.<sup>77</sup>

Final SWP allocations between 2002 and 2021 have ranged from a high of 100 percent in 2006 to a low of five percent in 2014 and again in 2021. The reliability of SWP deliveries has declined since 2007 when Judge Wanger overturned the Biological Opinion regarding Delta export pumping operations. This decision significantly impacted DWR's ability to convey SWP supplies across the Delta for export. Since the 2007 Wanger decision, SWP final allocations have averaged 45 percent annually. This period has also been marked by six critically dry years.<sup>78</sup>

DWR's *Final SWP Delivery Capability Report 2019* (DWR, 2020a) was released in August 2020. The delivery reliability of water from the SWP system is an important component for the SWP Contractors' water supply planning. SWP delivery amounts were modeled for the *2019 SWP Delivery Capability Report* using the CalSim II simulation model that incorporates the historical range of hydrologic conditions from Water Years 1922 through 2003. DWR's analysis determined that long-term average SWP deliveries across all water years through 2015 was 2,414,000 AF, or 58 percent of the maximum of the 4,133,000 AFY available for export from the Delta.<sup>79</sup> By using this 82-year historical flow record, the delivery estimates modeled for existing

<sup>76</sup> 2022 ISB Water Management Plan Update, p. 6-17

<sup>77</sup> 2022 ISB Water Management Plan Update, p. 6-17

<sup>78</sup> 2022 ISB Water Management Plan Update, pp. 6-17 to 6-18

<sup>79</sup> While 4,173,000 AFY is the current combined maximum Table A amount, 4,133,000 AFY is the SWP's maximum Table A water available for export from the Delta excluding Butte County and Yuba City (DWR, 2020a).



conditions reflect a reasonable range of potential hydrologic conditions from wet years to critically dry years.<sup>80</sup>

**Table 4-6**  
**Historical SWP Table A Allocations, CVWD and DWA (2002-2021)**

Year	100% Table A Volume Max Contract (AFY) <sup>1</sup>	Water Year Type	SWP Initial Allocation (%)	SWP Final Allocation (%)
2002	61,200	Dry	20%	70%
2003	61,200	Above Normal	20%	90%
2004	71,100	Below Normal	35%	65%
2005	171,100	Above Normal	40%	90%
2006	171,100	Wet	55%	100%
2007	171,100	Dry	60%	60%
2008	171,100	Critically Dry	25%	35%
2009	171,100	Dry	15%	40%
2010	194,100	Below Normal	5%	50%
2011	194,100	Wet	25%	80%
2012	194,100	Above Normal	60%	65%
2013	194,100	Critically Dry	30%	35%
2014	194,100	Critically Dry	5%	5%
2015	194,100	Critically Dry	10%	20%
2016	194,100	Above Normal	10%	60%
2017	194,100	Above Normal	20%	85%
2018	194,100	Critically Dry	15%	35%
2019	194,100	Above Normal	10%	75%
2020	194,100	Below Normal	10%	20%
2021	194,100	Critically Dry	5%	5%
<b>20-Year Average:</b>			<b>24%</b>	<b>54%</b>
<b>14-Year Average Since Wanger:</b>			<b>20%</b>	<b>45%</b>

<sup>1</sup> Source: DWR 2018, Bulletin 132-18, Appendix B Table B-4

<sup>2</sup> Source: DWR 2018, Bulletin 132-18, Appendix B Table B-5B

DWR's analysis further showed a decreasing trend seen in the future long-term average. The *Technical Addendum to the 2019 SWP Delivery Capability Report* (DWR, 2020b) provides a "Future Conditions with Climate Change and 45 cm Sea Level Rise Scenario" which projects a further decrease in SWP delivery over time. Although the *2019 SWP Delivery Capability Report* estimates delivery reliability of 58 percent based on the long-term average, this *Alternative Plan Update* recognizes the

<sup>80</sup> 2022 ISB Water Management Plan Update, pp. 6-19

significant reduction in reliability associated with climate change and Delta export litigation and instead assumes 45 percent reliability through the planning horizon.<sup>81</sup>

### Delta Conveyance Facility

The Delta Conveyance Facility (DCF) is a DWR project that would improve SWP reliability and result in increased deliveries in the future. The existing SWP water conveyance facilities in the Delta, which include Clifton Court Forebay and the Banks Pumping Plant, enable DWR to divert water to the California Aqueduct. The DCF project includes the construction and operation of new conveyance facilities in the Delta, primarily a new tunnel to bypass existing natural channels used for conveyance. New intake facilities would be located in the north Delta along the Sacramento River between Freeport, California, and the confluence with Sutter Slough. A new tunnel would convey water from the new intakes to the existing Banks Pumping Plant and potentially the federal Jones Pumping Plant, both in Byron, California, in the south Delta. The new facilities would provide an alternate location for diversion of water from the Delta and would be operated in coordination with the existing south Delta pumping facilities.<sup>82</sup>

Construction of the DCF will improve water supply reliability for State Water Contractors by addressing in-Delta conveyance, with its myriad of constraints. Because the SWP currently relies on the Delta's natural channels to convey water, it is vulnerable to earthquakes, climate change, and pumping restrictions established to protect in-stream species and habitats. Certain pumping restrictions in the south Delta can prevent the SWP from reliably capturing water when it is available, especially in wet weather. The DCF would add new diversions in the north Delta to promote a more resilient and flexible SWP in the face of unstable future conditions. Combined with the current through-Delta method, the addition of DCF is referred to as the "dual conveyance" system.<sup>83</sup>

CVWD and DWA have approved a 2-year agreement to advance their share of funding for DCF planning and design costs. The *Agreement in Principle for the Delta Conveyance Facility* was approved in November 2020, as outlined in **Table 4-7** below. A preliminary estimate of the DCF benefits is 500,000 AFY. DWA and CVWD approved their participation levels of 1.52 percent and 3.78 percent, respectively. This restores 26,500 AFY in SWP deliveries to CVWD and DWA over and above current conditions, allocated between 60 percent to Table A and 40 percent to Article 21.

<sup>81</sup> 2022 ISB Water Management Plan Update, p. 6-20

<sup>82</sup> 2022 ISB Water Management Plan Update, p. 6-20

<sup>83</sup> 2022 ISB Water Management Plan Update, p. 6-21

With DCF construction, SWP reliability is anticipated to increase to 59 percent as an annual average. DCF deliveries are assumed to begin in year 2040.<sup>84</sup>

**Table 4-7  
DCF Supply Amounts<sup>85</sup>**

<b>Description</b>	<b>CVWD</b>	<b>DWA</b>	<b>Total</b>
DCF Additional Supply (%)	3.78%	1.52%	5.30%
<b>Annual Estimate (AFY)</b>	<b>18,900</b>	<b>7,600</b>	<b>26,500</b>
Table A Supply (AFY)	11,340	4,560	15,900
Article 21 Supply (AFY)	7,560	3,040	10,600

### Lake Perris Dam Seepage Recovery Project

In 2017, MWD and DWR began preliminary planning for recovery of seepage below the Lake Perris Dam and delivery of the recovered water to MWD in addition to its current allocated Table A water. The project is composed of installing a series of five pumps placed down-gradient from the face of the Lake Perris Dam that will pump water that has seeped from the lake into the groundwater. The recovered water will be pumped into a collection pipeline that discharges directly into MWD's Colorado River Aqueduct south of Lake Perris.<sup>86</sup>

CVWD and DWA were invited to partner in the project with MWD, and the parties signed an agreement with DWR in 2021 for funding of environmental analysis, planning, and preliminary design. An additional agreement (or amendment to the existing *Exchange Agreement*) will be needed to exchange a proportional share of the recovered seepage water, as outlined in **Table 4-8** below, for Colorado River water delivered by MWD to WWR-GRF and MC-GRF (MWD, 2020) through MWD's Colorado River Aqueduct. The project is estimated to recover approximately 7,500 AFY, with 2,752 AFY for delivery to CVWD and DWA, and is anticipated to begin delivery in 2023.<sup>87</sup>

<sup>84</sup> 2022 ISB Water Management Plan Update, pp. 6-21 to 6-22

<sup>85</sup> 2022 ISB Water Management Plan Update, Table 6-7

<sup>86</sup> 2022 ISB Water Management Plan Update, p. 6-22

<sup>87</sup> 2022 ISB Water Management Plan Update, p. 6-22

**Table 4-8  
Lake Perris Seepage Recovery Amounts<sup>88</sup>**

Description	MWD	CVWD	DWA	Total
Percent of Lake Perris Dam Seepage Recovery (%)	63.30%	32.3%	4.4%	100%
Annual Estimate (AFY)	4,747	2,425	328	7,500

### Sites Reservoir Project

The Sites Reservoir Project would capture, and store stormwater flows from the Sacramento River for release in dry years. Sites Reservoir would be situated on the west side of the Sacramento Valley, approximately 10 miles west of Maxwell, CA. When operated in coordination with other Northern California reservoirs such as Shasta, Oroville, and Folsom, which function as the backbone to both the SWP and the Central Valley Project, Sites Reservoir would increase flexibility and reliability of statewide water supplies in drier periods.<sup>89</sup>

In 2019, CVWD and DWA both entered into an agreement with the Sites Project Authority for the next phase of planning for the Sites Reservoir (Sites Project Authority, 2019; 2020). The Sites Project Authority's goals are to make water supply and storage capacity available to water purveyors within the Sacramento River watershed, and in other areas of California, who are willing to purchase water supply from the Sites Reservoir Project. CVWD and DWA are participating members at 10,000 AFY and 6,500 AFY levels, respectively, as shown in **Table 4-9**. The 2020 ISB Alternative Plan Update assumes approximately 30 percent conveyance losses, for total delivery of 11,550 AFY to CVWD and DWA beginning in 2035.<sup>90</sup>

**Table 4-9  
Sites Reservoir Supply Amounts<sup>91</sup>**

Description	CVWD	DWA	Total
Percent of Sites Reservoir Supply (%)	5.2%	3.4%	8.6%
Annual Estimate (AFY)	10,000	6,500	16,500

<sup>88</sup> 2022 ISB Water Management Plan Update, Table 6-8

<sup>89</sup> 2022 ISB Water Management Plan Update, p. 6-22

<sup>90</sup> 2022 ISB Water Management Plan Update, pp. 6-22 to 6-23

<sup>91</sup> 2022 ISB Water Management Plan Update, Table 6-9

## SWP Delivery to Subbasins

All SWP Exchange water delivered to DWA and CVWD is recharged at WWR-GRF in the ISB and at MC-GRF in the MCSB. According to the *2014 Mission Creek Water Management Agreement* (CVWD and DWA, 2014), this includes any water that is paid for or planned to be paid for by the SWP tax or split between the RAC paid by groundwater producers in the West Whitewater River Subbasin Management Area (which includes CVWD's West Whitewater River Subbasin Area of Benefit [AOB] and DWA's West Whitewater River Subbasin AOB) and the Mission Creek Subbasin Management Area (which includes CVWD's Mission Creek Subbasin AOB and DWA's Mission Creek Subbasin AOB). As such, this includes Table A, Article 21, and Yuba Accord water, in addition to any future increase in Table A reliability (i.e., DCF), Lake Perris Seepage, and Sites Reservoir. Available SWP Exchange water allocated to MC-GRF and WWR-GRF is based on proportional assessable production between the Mission Creek Subbasin Management Area and the West Whitewater River Subbasin Management Area, to be balanced over a 20-year period beginning December 2004. In 2020, total assessable production in the Mission Creek Subbasin Management Area (inclusive of CVWD's Mission Creek AOB and DWA's Mission Creek AOB) was 14,244 AF, while total assessable production in the West Whitewater River Subbasin Management Area (again inclusive of CVWD's West AOB and DWA's West AOB) was 153,979 AF (CVWD 2020). Based on a cumulative total of 168,223 AF in assessable production between the two management areas, this resulted in an 8 percent/92 percent split between the Mission Creek and West Whitewater River management areas in 2020. As shown in **Table 4-10**, the projected allotment of SWP exchange water to the two management areas was calculated as 8 to 10 percent to MC-GRF and 90 to 92 percent to WWR-GRF. Urban growth and associated water demand in the Mission Creek Subbasin will result in slightly more SWP Exchange water being delivered to that Subbasin over time. The 2020 ISB Alternative Plan Update is coordinated with the 2020 MC Alternative Plan Update to establish production estimates and associated SWP delivery estimates for the two management areas through 2045 planning horizon.<sup>92</sup>

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<sup>92</sup> 2022 ISB Water Management Plan Update, p. 6-23

**Table 4-10**  
**Forecast Split of SWP Delivery to WWR-GRF and MC-GRF**  
**Based on Production<sup>93</sup>**

<b>Assessable Production</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>	<b>2035</b>	<b>2040</b>	<b>2045</b>
West WWR Management Area (AFY)	150,336	155,338	160,640	165,955	170,754	175,202
% West WWR Management Area	92%	92%	91%	91%	91%	90%
Mission Creek Management Area (AFY)	13,281	14,369	15,455	16,543	17,717	18,892
% Mission Creek Management Area	8%	8%	9%	9%	9%	10%
<b>Total West WWR + Mission Creek (AFY)</b>	<b>163,617</b>	<b>169,707</b>	<b>176,095</b>	<b>182,498</b>	<b>188,471</b>	<b>194,093</b>

### Use of SWP Exchange Water

The 2020 ISB Alternative Plan Update accounts for all anticipated SWP Exchange water to be recharged at WWR-GRF and MC-GRF (as described above) to ensure that all available supply is used. In order to fully use available SWP exchange supplies, the GSAs will continue to replenish groundwater at maximum delivery levels and pursue additional SWP supplies as they become available. The 2020 ISB Alternative Plan Update considers two SWP Exchange delivery scenarios:

- 1) **Historical hydrology conditions** – Table A deliveries at 45 percent through 2045 based on average SWP reliability since the 2007 Wanger decision and uncertainty about the future of Delta exports. These assumptions are used only in the baseline scenario in Chapter 7, *Numerical Model and Plan Scenarios*.
- 2) **Climate change conditions** – Table A deliveries at 45 percent in 2020 based on the 2007 Wanger decision, then reduced by -1.5 percent through straight line projection from 2020 to 2045 due to forecast climate changes. These assumptions are used in all future project scenarios in Chapter 7, *Numerical Model and Plan Scenarios*.

Scenario modeling described in Chapter 7 of the 2020 ISB Alternative Plan Update assumes annual variability of Table A deliveries associated with different projected climate years. However, Yuba Accord, Lake Perris Seepage, Sites Reservoir, and DCF supplies are assumed at their full anticipated amounts each year. The projected estimates for all potential SWP Exchange supplies are shown in **Table 4-11**.

<sup>93</sup> 2022 ISB Water Management Plan Update, Table 6-10

**Table 4-11**  
**Forecast of SWP Table A Supplies to WWR-GRF and MC-GRF<sup>94</sup>**

<b>Existing SWP Supplies</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>	<b>2035</b>	<b>2040</b>	<b>2045</b>
Table A Amount	194,100	194,100	194,100	194,100	194,100	194,100
Assumed SWP Reliability	45%	45%	45%	45%	45%	45%
<b>Average Table A Deliveries w/ Assumed SWP Reliability</b>	<b>87,345</b>	<b>87,345</b>	<b>87,345</b>	<b>87,345</b>	<b>87,345</b>	<b>87,345</b>
Yuba Accord	651	651	651	651	651	651
<b>Sum of Existing SWP Supplies</b>	<b>87,996</b>	<b>87,996</b>	<b>87,996</b>	<b>87,996</b>	<b>87,996</b>	<b>87,996</b>
<b>Estimated Replenishment (AFY)<sup>a</sup></b>						
WWR-GRF Replenishment	80,853	80,546	80,273	80,019	79,724	79,431
MC-GRF Replenishment	7,143	7,450	7,723	7,977	8,272	8,565
<b>Future SWP Supplies</b>						
Lake Perris Seepage	0	2,752	2,752	2,752	2,752	2,752
Sites Reservoir	0	0	0	11,550	11,550	11,550
Delta Conveyance Facility (Additional SWP Table A / Article 21)	0	0	0	0	0	26,500
<b>Sum of Existing + Future SWP Supplies</b>	<b>88,647</b>	<b>91,399</b>	<b>91,399</b>	<b>102,949</b>	<b>102,949</b>	<b>129,449</b>
<b>Estimated Replenishment (AFY)<sup>a</sup></b>						
WWR-GRF Replenishment	81,451	83,660	83,377	93,617	93,272	116,849
MC-GRF Replenishment	7,196	7,739	8,022	9,332	9,677	12,600

Additional 35,000 AFY MWD/SWP Transfer under the QSA is accounted for under Colorado River water above (see Table 6-3) and though replenished at WWR-GRF, that supply is not accounted for in replenishment volumes in this table.

#### 4.3.2.3 Surface Water

Surface water in the MCSB, GHSA, and DHSSB includes streamflow in addition to runoff from several drainage areas. The precipitation that occurs within the tributary watersheds of the Planning Area either evaporates, is consumed by native vegetation, percolates directly into underlying alluvium and fractured rock, or becomes runoff. A portion of the flow percolating into the soil and bedrock of the mountain watersheds surrounding the MCSB, GHSA, and DHSSB eventually becomes subsurface inflow to these groundwater bodies.<sup>95</sup>

<sup>94</sup> 2022 ISB Water Management Plan Update, Table 6-11

<sup>95</sup> 2020 MC Alternative Plan Update, p. 4-2

Natural recharge in the MCSB, GHSA, and DHSSB occurs as infiltrated surface water flows and subsurface inflows. Due to the relatively high evapotranspiration rates compared to precipitation, recharge from direct precipitation on the valley floor and in the low-lying hills at the northwest part of the MCSB (east of Whitewater River) is considered to be negligible. Surface water flow in the MCSB, GHSA, and DHSSB consists of temporary or intermittent streams that originate in the San Bernardino and Little San Bernardino mountains.<sup>96</sup> The District does not use, or plan to use, self-supplied surface water as part of its water supply.

#### 4.3.2.4 Recycled Water

MSWD operates two wastewater treatment plants. The Horton Wastewater Treatment Plant (Horton WWTP) with a capacity of 2.3 million gallons per day (MGD) and the average daily flow metered to the plant in 2020 was 2.0 MGD. The Horton WWTP uses an extended aeration process for treatment and disposes of secondary wastewater, which is not disinfected, in adjacent percolation/evaporation ponds. The Desert Crest Wastewater Treatment Plant with a capacity of 0.18 MGD and the average daily flow to the plant in 2020 was metered at 0.05 MGD. The facility operates similarly to the Horton WWTP using an aeration basin for treatment and disposes of the secondary wastewater, which is not disinfected, by way of percolation/evaporation ponds.<sup>97</sup>

The District prepared a Recycled Water Program Development Feasibility Study in 2018 in which treatment and distribution alternatives and recycled water demands were identified. It was determined that recycled water infrastructure could feasibly be implemented for groundwater recharge, and, subsequently, to supply existing and future irrigation demands and offset a portion of potable water demands. Recycled water can be used for groundwater basin replenishment and favorably impacts water balance calculations.<sup>98</sup>

Due to the success of its septic to sewer program, the District is constructing the MSWD Regional Water Reclamation Facility (RWRF) to meet increasing wastewater demands. In its initial phase, the RWRF will use a sequence batch reactor process for treatment and disposal of the secondary wastewater, which is not disinfected, in adjacent percolation/evaporation ponds located within the plant over the GHSA. The District plans to produce recycled water meeting Title 22 standards with tertiary treatment facilities in the subsequent phase. The primary recycled water demands are foreseen to be replenishment of the MCSB and public green areas, golf courses

<sup>96</sup> 2020 MC Alternative Plan Update, p. 4-5

<sup>97</sup> 2020 Coachella Valley RUWMP, p. 8-15

<sup>98</sup> 2020 Coachella Valley RUWMP, p. 8-17



and playing fields that were identified as part of the 2018 study. Consistent with recycled water demands that have been identified and estimated system wastewater flows, it is envisioned that the recycled water system including the RWRf will be expanded to accommodate a system recycled water system demand of 5,000 AFY by 2045.<sup>99</sup>

#### 4.3.2.5 Desalinated Water

Desalination has been identified as a potential solution for increasing water supplies and reducing groundwater overdraft for the Coachella Valley region. However, desalination requires complicated technologies and is a high energy consuming technology. Desalination offers many potential benefits including increases water supply and reliability during drought periods, reduced dependency on imported supplies by developing a local supply source, protection of public health, and facilitates more recycling and reuse, given the lower salinity of the source. MSWD does not anticipate the future use of desalinated water within its service area, as the backbone facilities and infrastructure needed for desalination are not economically feasible.<sup>100</sup>

#### 4.3.2.6 Water Exchanges and Transfers

The District has not entered into any agreements for the transfer or exchange of water. However, the District cooperates with DWA and MWD for the Desert Water Agency/Coachella Valley Water District (DWCv) SWP Table A Transfer and the DWCv Advance Delivery Program.<sup>101</sup>

### **4.3.3 Summary of Water Supply Sources**

MSWD currently receives 100 percent of its water supply from groundwater production and does not purchase imported water from a water wholesaler. However, CVWD and DWA are remediating the overdraft condition of the groundwater in the Upper Coachella Valley by replenishment with Colorado River and SWP Exchange Water from MWD. District groundwater meets all Federal and State primary and secondary water quality standards without treatment (other than chlorination for disinfection), with the exceptions that groundwater from Well Nos. 26A and 34 is treated at each well site to meet the primary water quality standard for uranium. Construction of the RWRf is in progress and expected to be operational in late 2023, with tertiary treatment facilities for recycled water to be included in a subsequent

<sup>99</sup> 2020 Coachella Valley RUWMP, p. 8-17

<sup>100</sup> 2020 Coachella Valley RUWMP, p. 8-19

<sup>101</sup> 2020 Coachella Valley RUWMP, p. 8-19

phase and anticipated to accommodate a recycled water demand of 1,210 AFY. Projected District water supplies through 2045 are shown in **Table 4-12**.<sup>102</sup>

**Table 4-12**  
**Current and Projected Water Supplies**

Water Supply Source	Additional Detail	Projected Water Supply				
		2025	2030	2035	2040	2045
Groundwater (not desalinated)	All Subbasins	8,996	9,754	10,513	11,504	12,495
Recycled Water		0	1,210	2,200	3,600	5,000
<b>Total:</b>		<b>8,996</b>	<b>10,964</b>	<b>12,713</b>	<b>15,104</b>	<b>17,495</b>

#### 4.4 Analysis of Water Supply and Demand

As noted herein, the supply and demand analyses for the Green Day Village Development are based in large part on the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan Update. The 2020 Coachella Valley RUWMP was prepared in accordance with the Urban Water Management Planning Act, as most recently amended by SBx7-7. Among other analyses, the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan Update identified total projected water demands and demonstrate that total projected water supplies will be sufficient to meet those demands through 2045 and beyond. Also discussed above, the 2020 MC Alternative Plan Update found that by continuing the ongoing projects and management actions (PMAs) and implementing the planned Near-term and Future PMAs the MCSB can maintain sustainable groundwater levels through the planning period (2045). In fact, the Near-term Projects are the only PMAs required to maintain sustainability, but Future Projects may address additional demands past 2045.<sup>103</sup>

As outlined in the Sections above, water conservation is a major component of future water management in the Coachella Valley. As presented above, MSWD is committed to reducing their per capita urban water demand in accordance with SBx7-7. In addition, MSWD's 2009 Water Efficient Landscape Guidelines establish effective water efficient landscape requirements for newly installed and rehabilitated landscapes and reduce demands.

All water delivered to end users is obtained from the groundwater basin, which is continuously recharged with both natural and supplemental imported supplies as

<sup>102</sup> 2020 Coachella Valley RUWMP, p. 8-21

<sup>103</sup> 2020 MC Alternative Plan Update, p. 8-24

discussed above. As provided throughout this WSA, and in the 2020 MC Alternative Plan Update, the managed basin is capable of ensuring a sufficient and sustainable water supply to meet existing water demands and the demands associated with projected growth throughout the region (specifically including MSWD’s service area and the proposed Green Day Village Development) during normal, single-dry and multiple-dry periods throughout the 20-year projection and beyond. In addition, CVWD, DWA and MSWD developed many PMAs to maximize the water resources available to them including recharge of its Colorado River and SWP supplies, recycled water, and various conservation measures, such as tiered water rates, a landscaping ordinance, outreach and education. The 2020 MC Alternative Plan Update and DWA/CVWD replenishment assessment programs, in which MSWD fully participates, establish a comprehensive and managed effort to eliminate the overuse of local groundwater supplies.

The analysis herein evaluates whether the total projected water supplies available to MSWD, by virtue of its membership and participation in the regional efforts as outlined in the 2020 MC Alternative Plan Update, are sufficient to meet the water demands of the Green Day Village Development in addition to other existing and planned future uses within MSWD’s service area. The supply and demand assessment includes three scenarios over the 20-year projection as required by SB 610: normal water years, single-dry years, and multiple-dry years. As presented in **Section 3**, MSWD’s water demands are projected to grow from 8,269 AFY in 2020 to 17,495 AFY in 2045. As shown in **Section 2**, the estimated Project demands are 525 AFY, representing approximately 5.7 percent of MSWD’s projected growth. **Tables 4-13, 4-14, and 4-15** outline the water supply and demand scenarios for normal, single-dry and multiple-dry years respectively. As described in the 2020 Coachella Valley RUWMP, it is expected that conservation programs will prevent an increase in demands during single dry-year and multiple dry-year supply scenarios.

**Table 4-13**

**Normal Water Year Supply and Demand Comparison (AFY)**

	2025	2030	2035	2040	2045
<b>Supply Totals</b>	8,996	10,874	12,713	15,104	17,495
<b>Demand Totals</b>	8,996	10,874	12,713	15,104	17,495
<b>Difference</b>	0	0	0	0	0

**Table 4-14**  
**Single-Dry Year Supply and Demand Comparison (AFY)**

	2025	2030	2035	2040	2045
<b>Supply Totals</b>	8,996	10,874	12,713	15,104	17,495
<b>Demand Totals</b>	8,996	10,874	12,713	15,104	17,495
<b>Difference</b>	0	0	0	0	0

**Table 4-15**  
**Multiple-Dry Year Supply and Demand Comparison (AFY)**

		2025	2030	2035	2040	2045
<b>Multiple-Dry Year First Year Supply</b>	<b>Supply totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Demand totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Difference</b>	0	0	0	0	0
<b>Multiple-Dry Year Second Year Supply</b>	<b>Supply totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Demand totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Difference</b>	0	0	0	0	0
<b>Multiple-Dry Year Third Year Supply</b>	<b>Supply totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Demand totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Difference</b>	0	0	0	0	0
<b>Multiple-Dry Year Fourth Year Supply</b>	<b>Supply totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Demand totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Difference</b>	0	0	0	0	0
<b>Multiple-Dry Year Fifth Year Supply<sup>[5]</sup></b>	<b>Supply totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Demand totals</b>	8,996	10,874	12,713	15,104	17,495
	<b>Difference</b>	0	0	0	0	0

Note: Recycled water used for groundwater recharge is presented as a supply and a demand for consistency with DWR reporting framework.

Note: The 2020 Coachella Valley RUWMP participating agencies collaborate on groundwater management plans for long-term sustainability. During a normal year, single-dry year, or five-dry year period, the agencies could produce additional groundwater if demands exceeded the estimates shown here.

## 4.5 Conclusions

The water supply for the proposed Green Day Village Development Project will be the MCSB and GHSA in the Coachella Valley with supplemental water supplies that are recharged to the Basin on an ongoing basis. Groundwater storage will be used in dry years to support potential differences between demands and supply. The groundwater basin has a capacity of approximately 2.6 million acre-feet and is estimated to contain about 1.4 million acre-feet, simulating the benefits of a very large conjunctive use reservoir. It is capable of meeting the water demands of the surrounding communities for extended periods during normal, single-dry and multiple-dry year conditions.

As discussed in the 2020 MC Alternative Plan Update, the 2020 Coachella Valley RUWMP, and this WSA; CVWD, DWA and MSWD have many programs to maximize the water resources available, including but not limited to recharge of the basin using Colorado River and SWP supplies, direct use and recharge of recycled water, and comprehensive water conservation practices such as tiered water rates, landscaping ordinances, outreach and education. The DWA/CVWD groundwater replenishment programs establish a comprehensive and managed effort to reduce and eliminate overuse of local groundwater resources. These programs allow MSWD, CVWD, and DWA to maintain the groundwater basin as its primary water supply and to recharge the groundwater basin as its other supplies are available and needed to meet existing and projected demands within its overall service areas.

Based on the information, analysis, and conclusions documented in this WSA, substantial evidence exists to support a determination that the total projected water supplies available to MSWD during normal, single dry, and multiple dry water years during a 20-year projection are sufficient to meet the projected water demand associated with the proposed Green Day Village Development Project, in addition to MSWD's existing and planned future uses, including commercial and industrial uses. This conclusion is based on the volume of water available in the regional aquifer, MSWD's current and planned local water management programs and projects, and DWA and CVWD's current and planned local and regional management programs and water supply projects to supplement and sustain regional groundwater supplies. Additionally, MSWD, CVWD, and DWA have committed sufficient resources to further implement the primary elements of the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan Update, including source substitution, water conservation, and purchases of additional water supplies. Furthermore, as set forth in this WSA and the Green Day Village Development plans, the Project will incorporate various water conservation elements adopted by MSWD in accordance with SBx7-7. These include conservation elements for indoor and outdoor uses throughout the Project. These efforts may further reduce the ultimate water demands of the Project.

As provided by Water Code section 10914, nothing in this WSA is intended to create a right or entitlement to water service or any specific level of water service, and nothing herein is intended to impose, expand or limit any duty concerning MSWD's obligation to provide certain levels of service to existing or future potential customers.<sup>104</sup> MSWD retains the right, in its sole discretion, to evaluate from time to time, whether the projected demands associated with the Project continue to fall within MSWD's forecasted demand or planned future uses.

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<sup>104</sup> Water Code § 10914(a)-(b).

## **SECTION 5 WATER SUPPLY VERIFICATION**

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### **5.1 General**

The Green Day Village Development is proposing more than 500 dwelling units along with 78,691 square feet of commercial development and is therefore pursuant to the Subdivision Map Act as the requirements of Senate Bill 221. Further discussion can be found in **Section 1.1**.

### **5.2 Water Source**

The Project's residential and commercial water demands are proposed to be provided by groundwater. The Water Supply Verification (WSV) addresses: (1) information included in the 2020 Coachella Valley RUWMP; (2) issues related to groundwater recharge of non-groundwater sources, namely Colorado River water and SWP Exchange Water; and (3) consideration of the litigation regarding the Quantification Settlement Agreement.

### **5.3 Supporting Documentation**

The WSV relies on the 2020 Coachella valley RUWMP, as permitted by Government Code 66473.7(c).

### **5.4 Factors of Reliability**

#### **5.4.1 General**

Government Code 66473.7(a) requires that when determining "sufficient water supply", the following factors be considered:

- The availability of water supply over a historical record of at least 20 years
- The applicability of MSWD's Water Shortage Contingency Analysis which includes actions to be undertaken by the public water system in response to water supply shortages.
- The reduction of water supply to a specific user by ordinance or resolution.
- The reasonable amount of groundwater supply that can be relied upon, considering its natural sources as well as the supporting recharge sources within agreements for Colorado River water and SWP Exchange Water.

### **5.4.2 Historical Availability of Supply**

MSWD currently receives 100 percent of its water supply from the subbasins within the Coachella Valley Groundwater Basin, which underlies the District's water service area. While none of the groundwater basins in the Coachella Valley are adjudicated, both the Mission Creek Subbasin (MCSB) and Indio Subbasin (ISB) have been identified under the and the Sustainable Groundwater Management Act (SGMA) as medium-priority basins. Nevertheless, there are no legal agreements limiting MSWD's pumping from any of the subbasins. The District has been dependent upon groundwater as its only source of domestic water supply for several decades. The 2020 Coachella Valley RUWMP reviewed the historical use of water in the District. In 2020, MSWD total groundwater production was 8,268 acre-feet and current (2022) groundwater production is at approximately 7,969 acre-feet annually. Deliveries of Colorado River water and MWD SWP Exchange Water help offset the groundwater use. As of 2020, CVWD receives 402,800 AFY of Colorado River water deliveries under the QSA.<sup>105</sup> In addition, SWP deliveries were 39,471 AFY to the Coachella Valley in 2020.

### **5.4.3 Water Shortage Contingency**

The MSWD has developed a Water Shortage Contingency Plan and is discussed in its 2020 Coachella Valley RUWMP. As detailed in the 2020 Coachella Valley RUWMP, during water shortages, the District has the ability to meet its demands by applying Water Conservation Stages. MSWD, and the other RUWMP participating agencies, have elected to use the six standard shortage levels included in guidance documents prepared by DWR. The six standard water shortage levels correspond to progressively increasing estimated shortage conditions (up to 10-, 20-, 30-, 40-, 50-percent, and greater than 50-percent shortage compared to the normal reliability condition). The Water Conservation Stages and action is summarized in **Table 5-1**.

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<sup>105</sup> 2020 Coachella Valley RUWMP, p. 3-11



**Table 5-1  
Water Shortage Contingency Plan**

<b>Stage</b>	<b>Percent Supply Reduction</b>	<b>Description</b>	<b>Shortage Response Actions</b>
1	Up to 10%	Normal water supplies	Mandatory prohibitions defined by the state, ongoing rebate programs
2	Up to 20%	Slightly limited water supplies	Outdoor water use restrictions on time of day, increased water waste patrols
3	Up to 30%	Moderately limited water supplies	Outdoor water use restrictions on days per week, restrictions on filling swimming pools
4	Up to 40%	Limited water supplies	Limits on new landscaping, expanded public information campaign
5	Up to 50%	Significantly limited water Supplies	Limits on watering of parks or school grounds
6	Greater than 50%	Severe shortage or catastrophic incident	No potable water use for outdoor purposes

The General Manager of the District shall monitor supply and demand for water on a daily basis and determine the level of the Water Conservation Stage needed. The Manager shall notify the Board of Directors of the implementation as well as the termination of the stages.

#### **5.4.4 Reduction of Water Supply**

There are no expected reductions in the water supply. This is based on, among other things, the volume of water available in the regional aquifer, MSWD's current and planned local water management programs and projects, and DWA and CVWD's current and planned local and regional management programs and water supply projects to supplement and sustain regional groundwater supplies. Additionally, MSWD, CVWD, and DWA have committed sufficient resources to further implement the primary elements of the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan Update, including source substitution, water conservation, and purchases of additional water supplies.

#### **5.4.5 SWP and Colorado River Water**

The Coachella Valley Groundwater Basin has the capacity to meet the Project's needs and future demands presented in the 2020 Coachella Valley RUWMP and the 2020 MC Alternative Plan Update. If additional conservation and/or supply limitations are necessary, the Project would adhere to any and all limitations associated with this potential reduction in supply.

## **5.5 Impacts to Other Projects**

The Green Day Village Development is within the projected water demands of the 2020 Coachella Valley RUWMP and should not have a significant impact on other potable and non-potable water user. In addition, the Project will not affect the water supply for future housing projects.

The Project will comply with MSWD's Water Efficient Landscaping Guidelines. Based on the findings of the WSV, it is expected that the impacts to the groundwater basin are fully mitigated.

## **5.6 Rights to Groundwater**

While none of the groundwater basins in the Coachella Valley are adjudicated, both the MCSB and ISB have been identified under the Sustainable Groundwater Management Act (SGMA) as medium-priority basins. Nevertheless, there are no legal agreements limiting MSWD's pumping from any of the subbasins. The District has been dependent upon groundwater as its only source of domestic water supply for several decades and can continue to do so for needed supply of the Project.

## **5.7 Verification**

This WSV provides verification that adequate water supply for the Project is available, as required by California Government Code Section 66473.7.

## SECTION 6 REFERENCES

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## SECTION 7

### ACRONYMS AND ABBREVIATIONS

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AB	Assembly Bill
AF	Acre Feet
AFY	Acre Feet per Year
APA	Administrative Procedure Act
BDCP	Bay Delta Conservation Plan
BIOps	Biological Opinions
BOR	Bureau of Reclamation
CEQA	California Environmental Quality Act
CESA	California Endangered Species Act
CIP	Capital Improvement Plan
CR	Colorado River
CRA	Colorado River Aqueduct
CUWCC	California Urban Water Conservation Council
CVAG	Coachella Valley Association of Governments
CVP	Central Valley Project
CVRWVG	Coachella Valley Regional Water Management Group
CVSC	Coachella Valley Stormwater Channel
CVWD	Coachella Valley Water District
CVWMP	Coachella Valley Water Management Plan
CWA	Coachella Water Authority
CWC	California Water Code
DFW	Department of Fish and Wildlife
DHS	Desert Hot Springs
DHSSB	Desert Hot Springs Subbasin
DMM	Demand Management Measures
DWR	California Department of Water Resources
EIS	Environmental Impact Statement
ESA	Endangered Species Act
FWS	Fish and Wildlife Service
GHSA	Garnet Hill Subarea
GPCD	Gallons per Capita per Day
GPD	Gallons per Day
GPM	Gallons per Minute
HDR	High Density Residential
ID	Improvement District
IID	Imperial Irrigation District
IRWMP	Integrated Regional Water Management Plan
ISB	Indio Subbasin
IWA	Indio Water Authority

LAFCO	Local Agency Formation Commission
LDR	Low Density Residential
MCL	Maximum Contaminant Limit
MCSB	Mission Creek Subbasin
MDR	Medium Density Residential
MG	Million Gallons
MGD	Million Gallons per Day
MOU	Memorandum of Understanding
MU	Mixed Use
MVP	Mid-Valley Pipeline
MWD	Metropolitan Water District of Southern California
NEPA	National Environmental Policy Act
NMFS	National Marine Fisheries Service
PEIR	Programmatic Environmental Impact Report
PPR	Present Perfected Rights
PVID	Palo Verde Irrigation District
PWS	Public Water System
QSA	Quantification Settlement Agreement
RAC	Replenishment Assessment Charge
RCTLMA	Riverside County Transportation and Land Management Agency
RO	Reverse Osmosis
RPA	Reasonable and Prudent Alternative
RUWMP	Regional Urban Water Management Plan
RV	Recreational Vehicle
SB	Senate Bill
SCADA	Supervisory Control and Data Acquisition
SCAG	Southern California Association of Governments
SCH	State Clearinghouse
SDCWA	San Diego County Water Authority
SGPSB	San Geronio Pass Subbasin
SOI	Sphere of Influence
SPEIR	Subsequent Programmatic Environment Impact Report
SWP	State Water Project
SWRCB	State Water Resources Control Board
UWMP	Urban Water Management Plan
VLDR	Very Low Density Residential
VSD	Valley Sanitary District
WRP	Water Reclamation Plant
WSA	Water Supply Assessment
YCWA	Yuba County Water Agency





# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** JUNE 15 & 19, 2023

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

**FOR:** ACTION  DIRECTION  INFORMATION

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## ACCEPTANCE OF THE WELL 24 ELECTRICAL PANEL REHABILITATION PROJECT

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### STAFF RECOMMENDATION

Board acceptance of the Well 24 Electrical Panel Rehabilitation Project as complete and authorize the release of retention money held for R.I.C. Construction Co. Inc. in the amount of \$27,792.31 thirty-five days after filing the Notice of Completion (NOC), and approve Amendment No. 5 with Murow Development Consultants (Murow) for construction management and inspection services in the amount of \$6,312.50.

### SUMMARY

On June 21, 2021, the Board approved the construction contract with R.I.C. Construction, Inc. for the construction of the Well 24 Electrical Panel Rehabilitation Project (Project) in the original bid amount of \$482,777.00 (plus a 10% contingency). The Project included the removal and replacement of the existing electrical panel and other necessary components to bring the site to current electrical code and District standards, as well as additional work required by Southern California Edison (SCE) to remove and replace all existing conduits and cables from a power pole to the transformer and from the transformer to meter. SCE's additional work also included removal and replacement of the transformer pad and installation of a new slab box and transformer, which were not a part of the original scope of work. Due to supply chain issues for some electrical components, the contract completion was delayed. The construction delay required additional construction management and inspections services from Murow. Amendment No. 5 changes the contract amount with Murow to cover needed services to complete the project.

### ANALYSIS

The Project was inspected with contract inspection and determined to be completed on May 10, 2023. All progress payment invoices were authorized for payment to the contractor as recommended by our labor compliance consultant, and the construction management and inspection consultant. The NOC will be recorded at the County of Riverside Recorder's Office following Board acceptance. Thirty-five days after the date of recordation, retention monies will be released to the contractor.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The final construction contract price for the project is \$555,846.19, which includes approved change orders totaling \$73,069.19 for contract time extensions due to supply chain delays, as well as the additional work required by SCE.

### ATTACHMENTS

Notice of Completion (to be filed with the County of Riverside)  
Murow Amendment No. 5

**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: ( ) City of \_\_\_\_\_, and County of \_\_\_\_\_.

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FOR RECORDER'S USE ONLY

**NOTICE OF COMPLETION**

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is Mission Springs Water District
3. The full address of the owner is 66575 Second Street, Desert Hot Springs, CA 92240
4. The nature of the interest or estate of the owner is in fee.

(if other than fee, strike "in fee" and interest, for example, "purchaser under contract of purchases," or "lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAME	ADDRESS
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6. A work of improvement on the property hereinafter described was completed on 05/10/2023  
The work done was: Well 24 Electrical Panel Rehabilitation Project

7. The name of the contractor, if any, for such work of improvement was R.I.C. Construction Co. Inc., 10675 E. Avenue, Suite #1, Hesperia, CA 92345

06/30/2021

(If no contractor for work of improvement as a whole, insert "none")

(Date of Contract)

8. The property on which said work of improvement was completed is in the City of Desert Hot Springs  
County of Riverside, State of California, and is described as follows: MSWD Well 24 Site

9. The street address of said property is: None

(if no street address has been officially assigned, insert none)

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

Arden Wallum, General Manager  
Mission Springs Water District

**VERIFICATION**

I, the undersigned, say: I am the General Manager, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 2023, at Desert Hot Springs, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

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

TO: Murow Development Consultants      DATE: \_\_\_\_\_  
16800 Aston Street, Suite 200  
Irvine, CA 92606                                      PROJECT DIR#: 380191

**FIFTH AMENDMENT TO CONTRACT AGREEMENT**

1. This amendment (the "Amendment") is hereby made by Mission Springs Water District and Murow Development Consultants, parties to an agreement for **Construction Management & Inspection Services for Well 24 Electrical Panel Rehabilitation** (the "Agreement"), dated July 25, 2021.
2. In exchange for the promises herein and other good and valuable consideration, the sufficiency of which both parties acknowledged, it is mutually agreed by and between the undersigned contracting parties that the Agreement is amended as follows:

**This Contract Amendment will increase the amount of the Contract Agreement from a Not to Exceed amount of \$90,000.00 to a Not to Exceed amount of \$96,312.50 per Attachment 1.**

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

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

**Accepted:**  
\_\_\_\_\_  
Mission Springs Water District

**Consultant:**  
\_\_\_\_\_  
Murow Development Consultants  
(Business Name)

By: \_\_\_\_\_  
Arden Wallum  
Title General Manager

By: \_\_\_\_\_  
Greg Perrine  
Title CEO

Other authorized representative(s):  
  
Brian Macy  
Assistant General Manager  
  
Danny Friend  
Director of Operations

Other authorized representative(s):  
  
Dennis Lorton  
Vice President  
  
\_\_\_\_\_



June 6, 2023

File No: 4941-2102CM

**Mission Springs Water District**

66575 Second Street  
Desert Hot Springs, CA 92240  
760.660.4331  
dfriend@mswd.org

**Attn: Danny Friend, Director of Operations**

RE: Well 24 | Desert Hot Springs, CA  
**Professional Engineering / Construction Management Services, Project Management, Labor Compliance Oversight, and Inspection Services**

Dear Mr. Friend,

Pursuant to your request we are pleased to submit this Change Order to the original proposal for public administration services for the above referenced project for your review and consideration.

**Summary of Services for Change Order 3**

<b>A. TOTAL Change Order #3.....</b>	<b>\$</b>	<b>6,312.50</b>
a. Additional Project Management Services		
i. (Additional month over original contract agreement dated 07/25/21)	\$	6,312.50
b. Additional Month at 2023 Rates (Invoice 4941-2102-14)		
i. Sr. Construction Manager at \$185/hr.		
ii. Field Inspection at \$185/hr.		
iii. Sr. Project Manager at \$185/hr.		
<b>B. Original Amount 4941-2102CM (Murow Proposal for \$74,120 and MSWD NTE \$75,000).....</b>	<b>\$</b>	<b>75,000.00</b>
<b>C. Previously Approved Change Orders.....</b>	<b>\$</b>	<b>15,000.00</b>
<b>D. New Contract Amount .....</b>	<b>\$</b>	<b>96,312.50</b>

**PAYMENT:** Invoices are due and payable upon receipt and are considered delinquent after 30 days from the date of receipt by the Client. We will invoice progressively on the 30<sup>th</sup> of each month for the duration of the project based on hours expended on the project. Delinquent amounts may be subject to a finance charge of 1-1/2 percent per month. If any portion of an invoice is disputed, the undisputed portion must be paid when due. Any amounts not disputed in writing within (15) days from receipt shall be considered accepted by Client. We reserve the right to cease work, decline meeting attendance or withhold any un-submitted documents, calculations or permit applications for accounts exhibiting delinquency until delinquent invoices have been paid in full.

Out-Of-Pocket Expenses. You agree to reimburse Murow Development Consultants for out-of-pocket costs. Such costs include, but are not limited to, travel, overnight mail & reprographics, mileage. Reimbursements will be billed at cost, no mark up.

We sincerely appreciate the opportunity to propose on your project. If you have any questions, please feel free to contact me at 949.333.1626 or [dlorton@murowdc.com](mailto:dlorton@murowdc.com) or my assistant Shanice Nop [snop@murowdc.com](mailto:snop@murowdc.com).

RESPECTFULLY SUBMITTED

ACCEPTED: **Mission Springs Water District**

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

TITLE: \_\_\_\_\_

Dennis Lorton, Sr. Project Manager  
cc: Shanice Nop, Assist. Project Manager  
*DIRTONU, INC.* dba **Murow Development Consultants**  
License A (General Engineering Contractor) | No: 659969



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, May 15, 2023 at 3:00 PM

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

### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

Led by President Martin

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Marion Champion, Carol Morin, Jeff Nutter, Eric Weck, Arturo Ceja, Oriana Hoffert, April Scott, Amanda Lucas, Ann Rogers, Theresa Murphy, Mike Platt, Chad Finch, Rita Huber, Kurt Kettenacker, Brian Macy, Dori Petee

### 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 upon any one subject until every other member on the Board wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item."*

### PUBLIC INPUT

Philip Bettencourt addressed the Board and spoke on the status of water facilities planning for his four (4) originally owned properties on Worsley Rd. just south of Dillon Rd. in unincorporated north Palm Springs.

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

The Board acknowledged the following employees:

**NEW HIRES**

Charles Bell                                      Water Production Operator I

**ANNIVERSARIES**

Jason Weekley	Lead Field Operations Technician	3 Years
Ann Rogers	Customer Service Representative II	7 Years
Robert Lopez	Purchasing and Warehouse Specialist	17 Years
David Pena	Field Service Representative II	18 Years
Nancy Mezquita	Senior Customer Service Representative	31 Years

**PROMOTIONS**

Alex Nine                                      Lead Fleet & Facilities Maintenance Worker  
(previously Field Operations Technician II)

**ACTION ITEMS**

**PUBLIC AFFAIRS COMMITTEE REPORT & RECOMMENDATION FOR ACTION**

The Board considered recommendations from the Public Affairs Committee and voted to deny this action and any further action or billing adjustments for 66249 Avenida Barona.

Arturo Ceja reviewed the details of this account with the Board. Currently staff has exhausted all options in working with this customer.

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

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

**HUMAN RELATIONS COMMITTEE REPORT & RECOMENDATION FOR ACTION**

The Board considered the Human Relations Committee's recommendations and directed the Director of Finance to implement action items as part of the annual budget process. The COLA increase and Bilingual pay were approved by the Board. The Medical Stipend failed for lack of support.

Oriana Hoffert made a brief presentation to the Board and reviewed the steps taken at the Human Relations Committee Meeting.

**COLA increase & Bilingual pay only**

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

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

**Medical Stipend**

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

**Voting Yea:** President Martin, Director Mayrhofen

**Voting Nay:** Vice President Sewell, Director Griffith, Director Duff

**RESOLUTION 2023-08 - NOMINATION OF CANDIDATE FOR ELECTION TO ACWA REGION 9 BOARD OF DIRECTORS**

The Board adopted Resolution 2023-08 and nominated Director Amber Duff for Board Member of ACWA Region 9.

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

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

**Voting Abstaining:** Director Mayrhofen

**PROPOSED ADOPTION OF MSWD SOCIAL MEDIA POLICY NO. 2023-01**

It is recommended to adopt the MSWD Social Media Policy No. 2023-01

This item was pulled as additional information is forthcoming.

**AWARD OF PROFESSIONAL HYDROLOGIC SUPPORT SERVICES CONTRACT FOR WELL 35 TO KYLE GROUNDWATER, INC.**

The Board approved the scope of work and agreement and authorized the General Manager to execute an agreement with Kyle Groundwater, Inc., in the not-to-exceed amount of \$64,801 for hydrologic consulting services at Well 35.

Eric Weck, Engineering manager, presented to the Board. Through a competitive bidding process, the staff selected Kyle Groundwater, Inc. for hydrogeologic services, specifically, for a well rehabilitation prioritization study. After the completion of that task order, several District wells require immediate attention, and in 2007, Well 35 was constructed as part of the Skyborne housing development. At that time, the well was used for construction water, and has not been fully prepared to deliver potable water. As part of the original agreement and following amendments between MSWD and Skyborne Development, the Skyborne Development was required to bring Well 35 into service. Through Amendment #3, the District received \$2.7 million and assumed responsibility of bringing the well into service.

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

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

**AWARD OF CONTRACT WITH ECOLOGY AUTO PARTS INC. FOR HAULING OF SUB-CLASS "B" BIO-SOLIDS, GRIT, AND SCREENING OFF-SITE**

The Board authorized the General Manager to execute a 3-year contract for a not to exceed amount of \$440,000 per year, with the option to extend the contract for three (3) one-year terms to Ecology Auto Parts Inc. for the hauling of Sub-Class "B" bio-solids, grit, and screening off-site for landfill or beneficial reuse and authorized the General Manager to do all things necessary to complete the project.

Brian Macy presented to the Board. During the MSWD Board Meeting held on February 20, 2023, MSWD awarded a contract to Denali Water Solutions LLC. for hauling services. After the award, Denali Water Solutions, LLC requested changes to the contract language which MSWD did not accept; therefore, MSWD began contract negotiations with the second bidder, Ecology. The negotiated contract with Ecology is attached to the meeting packet.



Public Comment was provided by Dave Vaughn of Denali Water. He noted that Denali was in negotiations with the District when communication stopped. He also noted Denali was pleased to be at the Districts service temporarily and hopes to provide further support in the future.

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

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

**CONTRACT AMENDMENT WITH AECOM TECHNICAL SERVICES, INC. FOR THE ENGINEERING SERVICES DURING CONSTRUCTION OF THE REGIONAL WATER RECLAMATION FACILITY PROJECT**

The Board authorized the General Manager to execute a contract amendment with AECOM Technical Services, Inc. for additional engineering services during construction of the Regional Water Reclamation Facility Project in the amount of \$378,774.00, for a total contract amount not to exceed \$841,822.

Eric Weck presented to the Board. During the current construction of the Regional Water Reclamation Facilities (RWRF) Project, having supportive technical engineering services are a vital component in delivering a successful capital improvement project and expanding the District's wastewater treatment capacity. AECOM Technical Services, Inc. is the Engineer of Record for the RWRF Project design. During the remainder of the construction phase, staff and the construction management team will need continued technical support from the Engineer of Record. In May 2022, the Board authorized a contract with AECOM for engineering services during construction which included five of their proposed nine tasks (i.e., Tasks 1 thru 5). This agenda item pertains to a requested amendment allowing AECOM to complete their remaining tasks (i.e., Tasks 6 thru 9) through the completion of construction, including but not limited to preparing a plant-wide operations and maintenance manual, assisting with operator training, coordinating startup and commissioning, project closeout, and related duties.

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

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

**PURCHASE THREE PORTABLE GENERATORS FOR EMERGENCY OPERATIONS**

The Board authorized the General Manager to purchase three portable generators (2-275 kw and 1-200 kw) from Cummins for \$530,000 which includes transportation, delivery, training, cables, and other associated costs.

Brian Macy presented to the Board. Since late 2018, Operations staff has been conducting an internal review of the department's operational standards, procedures, maintenance practices and more importantly system/equipment inadequacies. In early 2019, staff completed the District's Emergency Response Plan. In 2021, staff completed the District's Vulnerability Assessment which further evaluated the District's water operations and led to the Operations Assessment – Permanent and Portable Generators memorandum, dated December 8, 2021 (see Attachment 1), which provided recommendations of both permanent and portable generators.

As the development of Well 42 has been delayed due to pump and electrical manufacturing issues, Well 24 continues to be a critical pumping connection to both the 1240 and 1400 pressure zones. Well 24 with a 600 hp motor will require 2-275 kW generators at startup, therefore, District staff is recommending the purchase of 2-275 kW and 1-200 kw portable generators.

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

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

**Voting Nay:** Director Mayrhofen

## DISCUSSION ITEMS

### NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE

Steve Ledbetter of TKE provided a construction and State Water Resource Control Board Funding update.

### CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE

Brian Macy presented a brief update to the Board.

## CONSENT AGENDA

The register of demands was pulled for discussion. The Board took two separate actions to approve the minutes and the register of demands.

### APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

April 13, 2023 - Study Session

April 17, 2023 - Board Meeting

April 20, 2023 - Human Relations Committee Meeting

May 3, 2023 - Public Affairs Committee Meeting

### Minutes only

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

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

### REGISTER OF DEMANDS

The register of demands totaling \$1,386,187.19

### Register of Demands

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

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

## REPORTS

### DIRECTOR'S REPORTS

Director Griffith reported he attended the following events: 4/4 DWA Board Meeting, 4/11 CVWD Board Meeting, 4/18 DWA Board Meeting, 4/19 CWEA Awards Luncheon, 4/24-4/27 Legislative Trip – Washington D.C., 4/20 Rotary Big Heart Awards

Director Mayrhofen reported he attended the following events: 4/4 CSDA Webinar, 4/6 BIA Government Affairs Luncheon, 4/13 DVBA General Membership Luncheon, 4/21 BIA Luncheon, 4/27 DVBA Networking Night, 4/22 Cabot's Earth Day Celebration and City Celebration Block Party.

Director Duff reported she attended the following events: 4/4 CSDA Webinar, 4/6 BIA Government Affairs Luncheon, 4/11 DHS Planning Commission, 4/19 CWEA Awards Luncheon, 4/21 BIA Luncheon

President Martin reported he attended the following events: 4/4 DHS City Council Meeting, 4/6 DVBA Legislative Meeting, 4/8 CORBS Dinner & Awards, 4/13 CVAG ~ CVSS and E&E Meetings, 4/15 Women's Club BBQ, 4/19 CWEA Awards Luncheon, 4/20 Rotary Big Heart Awards, 4/21 BIA Luncheon, 4/26 Tribal Water Authority Meeting, 4/22 Cabot's Earth Day Celebration, 4/27 DVBA Networking Night

Vice President Sewell reported he attended the following events: 4/24-4/27 Legislative Trip – Washington D.C.

### GENERAL MANAGER'S REPORT

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Update

Arturo Ceja presented the financial report for the period ending April 30, 2023

Marion Champion presented the Public Affairs Update.

## COMMENTS

### DISTRICT COUNSEL COMMENTS

Mr. Pinkney announced closed session

### DIRECTOR COMMENTS

Director Mayrhofen asked that regarding the Social Media Policy that was pulled from today's meeting, when it's reintroduced to please separate what applies to the Board from what applies to employees. He also commented on the access to the Plant Bids and asked if it was updated for public use. Lastly, he requested a tour of the Desert Crest Plant and other areas within the District.

Vice President Sewell commented on some items that were discussed today and noted that if there is staff giving their input on items in front of the Board for approval, please have that staff member here to field questions if there are any. He also thanked the Board for their questions and input on items that he may not have thought of at the time.

Director Griffith noted he was impressed with our legislative representation in Washington.

Director Duff made a comment on copper wire theft within the District and made a plea with City Officials to work with us on these matters. She inquired if this should be escalated above just the City police.

**CLOSED SESSION**

**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

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

One Case: Case No. PSC 1600676

(Mission Springs Water District vs. Desert Water Agency)

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

The Board met in closed session on the item listed above, there was no reportable action taken.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 6:40 PM.

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000768	05-25-23	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT #13	0.00	3,162,975.32	3,162,975.32
1000670	05-11-23	J.F. SHEA CONSTRUCTION, INC.	CONSTRUCTION PROGRESS PAYMENT #12	0.00	2,667,370.19	2,667,370.19
1000465	05-11-23	DOWNING CONSTRUCTION, INC.	CHANGE IN PAYMENT METHOD	0.00	-350,516.75	-350,516.75
1000682	05-11-23	DOWNING CONSTRUCTION, INC.	PROGRESS PAYMENT #1	0.00	350,516.75	350,516.75
1000757	05-25-23	DESERT WATER AGENCY	DWA RAC FEES - MAIN SYSTEM	260,676.87		260,676.87
99103270	05-31-23	US BANK CORPORATE TRUST SERVICES	AD #13 COUNTY FUND 68-4865	244,774.92		244,774.92
99103198	05-30-23	J.F. SHEA CONSTRUCTION, INC.	RETENTION WIRE	0.00	166,472.39	166,472.39
99102802	05-05-23	WELLS FARGO BANK	AUTO DEP PPE 05.04.23	152,114.69		152,114.69
1000732	05-18-23	TKE ENGINEERING, INC	GENERAL ENGINEERING SERVICES	15,352.50	125,068.51	140,421.01
			PROGRESS PAYMENT #11 - FOR C&M INSPECTION RWRF			
99103013	05-12-23	J.F. SHEA CONSTRUCTION, INC.	RETENTION WIRE PP #12	0.00	140,387.90	140,387.90
99103010	05-12-23	WELLS FARGO BANK	AUTO DEP PPE 05.12.23	133,522.49		133,522.49
1000773	05-25-23	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	FINAL PAYMENT FOR WELL 33	98,525.00	25,000.00	123,525.00
			PROGRESS PAYMENT #3 - WELL 22			
75861	05-26-23	COSTELL & ADELSON LAW CORPORATION	CLASS ACTION LEGAL SETTLEMENT	100,000.00		100,000.00
1000743	05-25-23	ACWA-JPIA HEALTH BENEFITS AUTH.	JUNE 2023 PREPAID HEALTH INSURANCE	96,351.77		96,351.77
1000631	05-04-23	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	WELL 22 PP#2	0.00	62,885.00	62,885.00
99102804	05-05-23	EFTPS	FED TAX DEP PPE 04.14.2023	62,469.84		62,469.84
99103201	05-30-23	WELLS FARGO - WELLSONE	WELLSONE - APRIL 2023	61,607.55		61,607.55
1000717	05-18-23	MICHAEL BAKER INTERNATIONAL, INC.	WATER PLAN UPDATE/ EVAL. MODEL UPDATES	0.00	59,500.00	59,500.00
99103015	05-19-23	EFTPS	FED TAX DEP PPE 05.12.23	54,317.88		54,317.88
99102805	05-01-23	WELLS FARGO BANK	APR.2023 LOAN BILLING STATEMENT	46,550.00		46,550.00
1000787	05-25-23	WEST YOST & ASSOCIATES, INC.	NITROGEN CONTROL STRATEGY	46,206.00		46,206.00
1000698	05-18-23	DENALI WATER SOLUTIONS LLC	MARCH 2023 SLUDGE HAULING	41,392.68		41,392.68
99102854	05-08-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04.28.2023	34,449.27		34,449.27
99102803	05-04-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04.14.2023	34,098.91		34,098.91
99103199	05-25-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 05.12.2023	33,855.31		33,855.31
1000736	05-18-23	TRI-STAR CONTRACTING II, INC.	FINAL PROGRESS PAYMENT - 1ST, 4TH, 6TH, 7TH	0.00	32,747.03	32,747.03
			RETENTION - 1ST, 4TH, 6TH, 7TH REPAIRS			
1000703	05-18-23	ECOLOGY AUTO PARTS	APRIL 2023 SLUDGE HAULING	31,981.34		31,981.34
			MARCH 2023 SLUDGE HAULING			
			SLUDGE HAULING			
1000624	05-04-23	ENTERPRISE FM TRUST	APRIL 2023 MONTHLY FLEET LEASE	29,215.96		29,215.96
1000664	05-11-23	CITY OF DESERT HOT SPRINGS	FEB. 2023 UU TAX DUE	28,670.07		28,670.07
1000676	05-11-23	SOUTHERN CALIFORNIA EDISON COMPANY	APRIL 2023 ELECTRIC BILL	27,335.93		27,335.93
1000742	05-18-23	WEST YOST & ASSOCIATES, INC.	HWWTTP TDS EVAL	27,151.25		27,151.25
75862	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
75863	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
75864	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
1000684	05-18-23	AECOM TECHNICAL SERVICES INC.	MARCH 2023 CONSTRUCTION SERVICES	0.00	26,858.75	26,858.75
1000754	05-25-23	CITY OF DESERT HOT SPRINGS	MARCH 2023 UU TAX	25,900.99		25,900.99
1000628	05-04-23	INLAND POTABLE SERVICES, INC.	CLEAN AND INSPECT RESERVOIRS	25,690.00		25,690.00
1000744	05-25-23	AECOM TECHNICAL SERVICES INC.	FEB 2023. MSWD CONSTRUCTION SERVICES	0.00	24,280.00	24,280.00
1000760	05-25-23	DOWNING CONSTRUCTION, INC.	PROGRESS PAYMENT #2	0.00	21,375.00	21,375.00
1000761	05-25-23	ECOLOGY AUTO PARTS	APR. 2023 SLUDGE HAULING	17,587.08		17,587.08
1000695	05-18-23	COACHELLA VALLEY WATER DISTRICT	DWR'S PROP 1 ROUND 2 GRANT	16,341.06		16,341.06
1000630	05-04-23	KUTAK ROCK LLP	INSTALLMENT PURCHASE AGREEMENT	15,000.00		15,000.00

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99102853	05-08-23	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.08.23	14,884.98		14,884.98
1000688	05-18-23	B-81 PAVING INC	PAVING @ VARIOUS LOCATIONS	14,300.00		14,300.00
1000728	05-18-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - APR. 2023	13,995.59		13,995.59
			ELECTRIC BILL FEB. 2023			
99103017	05-19-23	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 05.19.23	13,776.91		13,776.91
1000727	05-18-23	SAN GORGONIO PASS WATER AGENCY	SAN GORGONIO GROUNDWATER SUSTAINABILITY	13,564.45		13,564.45
1000668	05-11-23	INLAND WATER WORKS SUPPLY CO.	A.M. STOP BALL ANG	12,856.26		12,856.26
			BACKFLOW DEVICE			
			BALL A.M. STOP MUEL			
			DOMESTIC BRASS NIPPLE			
			HYMAX FLEX COUPLING			
			SWING CHECK VALVE/BOLT-NUT PLATED			
			WILKINS BRASS NL WYE STRAINER			
1000739	05-18-23	URBAN HABITAT	IRRIGATION REPAIRS	12,700.03		12,700.03
			MONTHLY LANDSCAPE - 02/2023			
			MONTHLY LANDSCAPE 03/2023			
			QUARTERLY LANDSCAPE @ DPLS - 03/2023			
			REPAIRS TO IRRIGATION/MATERIALS			
75860	05-18-23	CITY OF DESERT HOT SPRINGS	ENCROACHMENT PERMIT	0.00	12,569.40	12,569.40
99102834	05-05-23	STATE OF CA EDD	STATE TAX PPE 04.28.23	12,498.67		12,498.67
1000675	05-11-23	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	11,333.75		11,333.75
99103016	05-18-23	STATE OF CA EDD	STATE TAX PPE 05.12.23	10,568.35		10,568.35
1000673	05-11-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	10,535.78	10,535.78
1000663	05-11-23	BECK OIL, INC.	DIESEL FUEL	10,297.67		10,297.67
			UNLEADED GASOLINE			
1000713	05-18-23	MANPOWER US INC.	STAFFING SERVICES - GM REPORT/GRANT	9,641.57		9,641.57
			STAFFING SERVICES - WWTP OIT			
1000679	05-11-23	UMETECH, INC.	APRIL 2023 HELPDESK/MANAGED SERVICES	9,146.50		9,146.50
1000634	05-04-23	SOUTHWEST PLUMBING, INC.	INSTALL SHOWER - PROGRESS PAYMENT 3	6,350.00	2,400.00	8,750.00
			INSTALL SHOWER - PROGRESS PAYMENT #2			
			PROGRESS PAYMENT - HORTON N. BUILDING			
			SHOWER INSTALL			
1000665	05-11-23	CORE & MAIN LP	BR NIPPLE	8,234.91		8,234.91
			BRZ SADDLE			
1000709	05-18-23	INFOSEND INC	MONTHLY BILLING SERVICE	8,176.77		8,176.77
1000627	05-04-23	HUNTER JOHNSEN, INC.	MAY 2023 - CV WATER COUNTS CONSULTING	7,182.36		7,182.36
1000696	05-18-23	CV STRATEGIES	APRIL 2023 GENERAL MARKETING	6,500.00		6,500.00
1000751	05-25-23	BRIAN MACY	B.MACY - TUITION REIMB.	6,000.00		6,000.00
1000700	05-18-23	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	5,547.72		5,547.72
1000726	05-18-23	ROBERT G MODRICH	APRIL 2023 UNIDATA MAINTENANCE	5,298.00		5,298.00
1000753	05-25-23	CITIES DIGITAL INC.	LASERFICHE DEV. - PERFORMANCE EVALUATION	5,250.00		5,250.00
1000681	05-11-23	WATERLINE TECHNOLOGIES INC.	3 DRUMS REFILLED	5,136.45		5,136.45
			3 REPLACEMENT DRUMS FILLED			
			4 DRUMS REFILLED			
			5 DRUMS REFILLED			
			6 DRUMS REFILLED			
1000680	05-11-23	USA BLUEBOOK	GRUNDFOS FOOT VALVE	5,112.04		5,112.04

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			GRUNDFOS INJECTION QUILLS - WATER PRODUCTION			
			LAB ITEMS FOR HORTON PLANT			
			LOCKOUT KITS - WATER PRODUCTION			
			NATURAL & BLACK TUBING			
			ODOR CONTROL - HORTON PLANT			
			SLUDGE POLE - HORTON PLANT			
1000765	05-25-23	HUNSAKER & ASSOCIATES IRVINE, INC.	PP #3 - WELL 35 DESIGN SERVICES	0.00	4,981.50	4,981.50
1000677	05-11-23	SOUTHWEST PLUMBING, INC.	WATERLINE/REMOVE EXISTING COPPER LINE	0.00	4,810.00	4,810.00
1000733	05-18-23	TOM DODSON & ASSOCIATES	CEQA SUPPORT SERVICES MAR. 2023	0.00	4,745.22	4,745.22
1000755	05-25-23	CYPRESS DENTAL ADMINISTRATORS	JUNE 2023 DENTAL	4,604.63		4,604.63
1000737	05-18-23	TRINITY TRUCK DRIVING SCHOOL DBA COMMERCIAL	CDL TRAINING - F.RUELAS	4,500.00		4,500.00
1000762	05-25-23	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT - 04/2023	4,345.35		4,345.35
1000784	05-25-23	THE LINCOLN NATL. LIFE INS. CO.	JUNE 2023 LIFE INS.	4,081.37		4,081.37
1000625	05-04-23	ENVIROGEN TECHNOLOGIES INC	MARCH 2023 - WELL 26A URANIUM TREATMENT	4,008.73		4,008.73
1000690	05-18-23	CARPI & CLAY, INC	APRIL 2023 FEDERAL ADVOCACY	4,000.00		4,000.00
1000774	05-25-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	3,204.00		3,204.00
1000725	05-18-23	RAY LOPEZ ASSOCIATES	TURF REBATE/INFILL INSPECTIONS/SKYBORNE VILLAGE	3,120.00		3,120.00
1000711	05-18-23	KULTURSPACE NONPROFIT LIMITED	CPR/FIRST AID TRAINING	3,055.00		3,055.00
1000635	05-04-23	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES	0.00	3,043.75	3,043.75
			JAN 2023 - CM INSPECTION			
			JAN. 2023 - DESIGN SERVICES			
1000764	05-25-23	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	2,922.48		2,922.48
1000729	05-18-23	SOUTHWEST PLUMBING, INC.	PROGRESS PAYMENT FOR HORTON N. BUILDING	0.00	2,866.00	2,866.00
1000640	05-05-23	CAMERON CHANEY	ACCOUNT REFUND 15471 PAINTED HILLS RD	2,781.49		2,781.49
1000786	05-25-23	VESTED SOLUTIONS	APRIL CLEANING/JANITORIAL/DISINFECTION SERVICES	2,692.32		2,692.32
1000777	05-25-23	MOTION INDUSTRIES, INC.	TAPER BRUSHED REDUCER	2,623.47		2,623.47
1000731	05-18-23	T4 SPATIAL, LLC	APRIL 2023 CCTV STORAGE	2,500.00		2,500.00
			MAY 2023 CCTV STORAGE			
1000785	05-25-23	THE PC MANAGER LLC	PC REPLACEMENTS - CUST. SERV./FINANCE	2,449.62		2,449.62
1000620	05-04-23	BABCOCK LABORATORIES, INC.	E.COLI/COLIFORM TESTING - RWRF WWTP	2,394.65		2,394.65
			RWRF WWTP - GROUNDWATER SAMPLING			
			TOTAL N TESTING - DC/HORTON PLANT			
			TOTAL N TESTING - HORTON WWTP			
			TOTAL N TESTING - HORTON WWTP/CLARIFIER			
99102900	05-15-23	AFLAC	APRIL 2023 AFLAC DEDUCTION	2,393.90		2,393.90
99103197	05-30-23	AFLAC	MAY 2023 AFLAC DEDUCTIONS	2,393.90		2,393.90
1000694	05-18-23	CLINICAL LABORATORY OF SAN BERNARDINO	MARCH 2023 BOD TESTING	2,181.00		2,181.00
			MARCH 2023 LAB SERVICES			
1000691	05-18-23	CASAMAR GROUP, LLC	APRIL SERVICES - LO LYNCH LABOR COMPLIANCE	1,825.68	171.41	1,997.09
			B-81 LABOR COMPLIANCE			
			JAN. 2023 HORTON BLDG - HI-DESERT			
			URBAN HABITAT LABOR COMPLIANCE			
1000752	05-25-23	CHRISTOPHER ALEXANDER INV	ACCOUNT REFUND 8520 SUMMIT PASS	1,841.61		1,841.61
1000772	05-25-23	KSM ELECTRIC INC.	TERRACE BOOSTERS #4 - WIRE THEFT	1,790.42		1,790.42
1000779	05-25-23	POWERPLAN OIB	REPLACEMENT HOSE REEL VERMEER TRAILERS	1,629.20		1,629.20
1000714	05-18-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	1,602.00		1,602.00

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1000730	05-18-23	STATE WATER RES CONTRL BRD	ELAP AMENDMENT APP FEE	1,500.00		1,500.00
1000734	05-18-23	TOPS N BARRICADES, INC	28" BLACK BASE TRAFFIC CONES - WASTEWATER	1,475.42		1,475.42
			28" TRAFFIC CONES - C&M			
			28" TRAFFIC CONES - CORP YARD			
			BLUE MARKING SPRAY PAINT			
			EPOXY FOR STREET HYDRANT MARKERS			
1000601	05-19-23	GLENN B. DORNING, INC.	DUPLICATE PAYMENT	-1,317.00		-1,317.00
PR050523	05-05-23	EMPLOYEES	PAPER PAYROLL CHECKS	1,262.16		1,262.16
1000699	05-18-23	DESERT VALLEY DISPOSAL, INC.	APRIL 2023 SERVICE CHARGES - ADMIN BLDG.	1,250.51		1,250.51
			APRIL 2023 SERVICE CHARGES - CORP YARD			
99103014	05-18-23	STATE OF CA EDD	STATE TAX - LATE FEE	1,201.19		1,201.19
1000767	05-25-23	INFOSEND INC	MARCH 2023 BILLING INSERT	1,079.19		1,079.19
1000686	05-18-23	AMERICAN OUTREACH FOUNDATION	DHS COMMUNITY OUTREACH	1,000.00		1,000.00
1000701	05-18-23	DESERT TIRE AND AUTO REPAIR	TIRE REPLACEMENT	980.01		980.01
1000687	05-18-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.25.23	953.99		953.99
			UNIFORM SERVICES 05.02.23			
1000828	05-26-23	POWER GRADE, INC.	ACCOUNT REFUND DIABLO RD S OF POWER PLANT	818.61		818.61
1000715	05-18-23	MCMASTER-CARR	RESTOCK NON INVENTORY PADLOCKS	806.19		806.19
1000639	05-05-23	ANITA HERNANDEZ	ACCOUNT REFUND 15541 AVE RAMADA	802.50		802.50
1000778	05-25-23	O'REILLY AUTOMOTIVE, INC.	FLEET MAINT. - HYD FLUID/5 GAL HYDRO OIL	782.29		782.29
			UNIT 345 - REPLACEMENT TAIL LIGHT			
			UNIT 385 & 367 - 5GAL TRACTOR FLUID			
			UNIT 385 - REPAIR ITEMS			
			UNIT 388 - REPAIR MATERIALS			
			UNIT 389 - 1QT TRANS FLUID			
			UNIT 389 - ULTRA BLACK PAINT			
			UNIT 402 - REPLACEMENT FILTERS			
			UNIT 409 - RV SOCKET			
			UNIT 410 - REPLACEMENT FILTERS			
			UNIT 418 - P/M MATERIAL			
			UNIT 428 - 1QT MOTOROIL			
			UNIT 428 - P/M MATERIAL			
1000671	05-11-23	JWC ENVIRONMENTAL INC.	SERVICE TECH LABOR - AUGER BRUSH INSTALL	750.00		750.00
1000724	05-18-23	POLLARD WATER.COM EAST	1" WEAVE GRIP SOCKS - C&M	736.36		736.36
1000830	05-26-23	REPUBLIC PAVEMENT MAINTENANCE	ACCOUNT REFUND 66288 AVE BARONA	720.31		720.31
1000790	05-26-23	ADARSH SAIGAL	ACCOUNT REFUND 12801 EXCELSIOR ST	720.21		720.21
1000792	05-26-23	ASPLUNDH CONSTRUCTION LLC	ACCOUNT REFUND DILLON RD	720.20		720.20
1000822	05-26-23	MWM RAIL SERVICE	ACCOUNT REFUND IN FRONT OF CHEVRON	720.02		720.02
1000814	05-26-23	HENKELS & MCCOY	ACCOUNT REFUND COTTONWOOD & TAMARACK	704.65		704.65
1000800	05-26-23	CUNNINGHAM DAVIS CORP	ACCOUNT REFUND GARNET AVE	690.61		690.61
1000842	05-26-23	STATION ELECTRIC INC.	ACCOUNT REFUND DIABLO RD	670.31		670.31
1000850	05-26-23	VICTOR CIENFUEGOS	ACCOUNT REFUND 3RD ST & VERBENA DR	662.38		662.38
1000692	05-18-23	CASEY DOLAN	MAY 2023 DIGITAL AD MGMT	650.00		650.00
1000823	05-26-23	OPENA HOLDINGS, INC.	ACCOUNT REFUND SAN ARDO RD & MESQUITE AVE.	646.01		646.01
1000815	05-26-23	HOUSTON & HARRIS PCS INC	ACCOUNT REFUND 65810 HACIENDA AVE	637.44		637.44
1000782	05-25-23	RUSS MARTIN	R.MARTIN - MILEAGE REIMB.	637.37		637.37
			R.MARTIN - PERDIEM MEAL REIMB.			



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1000824	05-26-23	OPENA HOLDINGS, INC.	ACCOUNT REFUND VALPARAISO & MISSION LAKES BLVD.	632.76		632.76
1000644	05-05-23	FARHAD MOMENI	ACCOUNT REFUND 10270 SANTA CRUZ RD	618.37		618.37
1000741	05-18-23	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	606.40		606.40
1000646	05-05-23	HERITAGE WELL SERVICE LLC	ACCOUNT REFUND SUNRISE DR & COUNTRY VIEW RD	606.09		606.09
1000747	05-25-23	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	582.72		582.72
1000617	05-04-23	ADT COMMERCIAL LLC	ADMIN/CORP YARD/VERBENA SECURITY	567.14		567.14
1000781	05-25-23	ROBERT GRIFFITH	R.GRIFFITH - MILEAGE REIMB.	563.30		563.30
1000826	05-26-23	PENCE CONSTRUCTION	ACCOUNT REFUND DILLON RD	561.11		561.11
1000621	05-04-23	CASAMAR GROUP, LLC	LABOR COMPLIANCE - HVAC CONTRACT	552.23		552.23
			ON CALL CONTRACT - LEGEND PUMP SERVICE			
1000812	05-26-23	FARMER IN THE DALE	ACCOUNT REFUND 66425 PIERSON BLVD	544.22		544.22
1000007	05-19-23	DANIEL CRUZ	STALE DATED	-536.66		-536.66
1000756	05-25-23	DANIEL CRUZ	ACCOUNT REFUND AVE ATEZADA	536.66		536.66
1000805	05-26-23	DOROTHY SHIPMAN APPLGATE	ACCOUNT REFUND 66041 8TH ST	530.65		530.65
99102833	05-05-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 04.14.23 ERIC & ANDY RETROS	524.80		524.80
1000738	05-18-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	506.20		506.20
1000758	05-25-23	DESERT HOT SPRINGS ELKS LODGE #2639	ELKS LODGE GOLF TOURNEY SPONSORSHIP	500.00		500.00
1000780	05-25-23	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
75865	05-26-23	WORD OF LIFE FELLOWSHIP TEMPLE	HOMELESS OUTREACH SPONSORSHIP	500.00		500.00
1000697	05-18-23	CWEA	A.GRUNNET - CWEA MEMBERSHIP	499.00		499.00
			D.WEAVER - CWEA MEMBERSHIP			
			M.VERMEER-CSM GRADE 1 RENEWAL			
1000702	05-18-23	EBIX INC	PAYROLL WELLNESS INSERTS	495.86		495.86
1000793	05-26-23	BELIZ COOK	ACCOUNT REFUND 65911 6TH ST	489.84		489.84
1000749	05-25-23	BABCOCK LABORATORIES, INC.	E.COLI/COLIFORM TESTING - HWWTP	488.38		488.38
			TOTAL N TESTING - HWWTP			
1000661	05-11-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	478.15		478.15
1000748	05-25-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 05.10.23	466.04		466.04
1000666	05-11-23	DESERT CONTRACTORS ASSOCIATION	DCA 2023/24 DUES	425.00		425.00
1000636	05-04-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	424.74		424.74
1000618	05-04-23	ANDY GRUNNET	A. GRUNNET HOTEL REIMB. - CWEA	422.61		422.61
1000632	05-04-23	PLANIT REPROGRAPHICS	WASHINGTON DC BROCHURE	390.70		390.70
1000712	05-18-23	LUBRICATION ENGINEERS	MONOLEC ULTRA OIL - HWWTP	361.98		361.98
1000672	05-11-23	ROBERT GRIFFITH	R. GRIFFITH - MILEAGE REIMB.	351.68		351.68
			R. GRIFFITH - TRAVEL PER DIEM REIMB.			
1000789	05-25-23	XEROX CORPORATION	APRIL/MAY XEROX LEASE	344.78		344.78
1000832	05-26-23	ROBIN PADICK	ACCOUNT REFUND 10590 AURORA PL	338.61		338.61
1000704	05-18-23	EISENHOWER OCCUPATIONAL HEALTH SERVICES	DOT PROGRAM ADDITIONS - T.OWENS/D.PENA	310.00		310.00
1000783	05-25-23	SOUTH COAST AIR QUALITY	AQMD HOT SPOT FEES - D.P.L.S	306.46		306.46
			AQMD HOT SPOT FEES - HORTON PLANT			
1000683	05-18-23	ADRIAN VERDUGO PEREA	A.PEREA - BOOT REIMB.	300.00		300.00
1000705	05-18-23	FARMER BROS. CO	ADMIN COFFEE	299.48		299.48
1000707	05-18-23	FERNANDO RUELAS	F.RUELAS - BOOT REIMB.	294.16		294.16
1000802	05-26-23	DAVID JACOBS	ACCOUNT REFUND 13720 HIDALGO ST	283.02		283.02
1000689	05-18-23	BRINKS INCORPORATED	MONTHLY SERVICES	280.65		280.65
1000750	05-25-23	BDP INDUSTRIES,INC.	HYDRAULIC FILTER REPLACEMENT FOR BELT PRESS	270.12		270.12
1000653	05-05-23	MARIE WHALEN	ACCOUNT REFUND 10785 SAN PABLO RD	265.13		265.13

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1000735	05-18-23	TOTAL CARE WORK INJURY CLINIC	DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & C.BELL	260.00		260.00
1000721	05-18-23	PALM SPRINGS PEST CONTROL, INC.	BAIT BOX - WWTP BAIT BOX @ ADMIN/STORAGE BLDG PEST CONTROL - ADMIN PEST CONTROL - ANNEX PEST CONTROL - CORP YARD	250.00		250.00
1000651	05-05-23	LEI JIANG	ACCOUNT REFUND 13924 CALIENTE DR	246.63		246.63
1000658	05-05-23	SAEID KOUHKAN	ACCOUNT REFUND 15300 PALM DR #179	243.17		243.17
1000049	05-19-23	KANEESA GODBOLT	STALE DATED	-236.53		-236.53
1000769	05-25-23	KANEESA GODBOLT	ACCOUNT REFUND 11900 VERBENA DR	236.53		236.53
1000818	05-26-23	KARLA TORRES	ACCOUNT REFUND 66846 CAHUILLA AVE	229.96		229.96
1000693	05-18-23	CHAD FINCH	C.FINCH - BOOT REIMB.	228.36		228.36
1000710	05-18-23	JULIO MARTINEZ	J.MARTINEZ - BOOT REIMB.	228.36		228.36
1000494	05-19-23	ALISA SHABAZZ	LOST IN MAIL	-224.39		-224.39
1000745	05-25-23	ALISA SHABAZZ	ACCOUNT REFUND 65970 IRONWOOD DR	224.39		224.39
1000708	05-18-23	FORSHOCK	SCADA MONITORING	220.00		220.00
1000722	05-18-23	PARKERS BUILDING SUPPLY	MISC. ITEMS PUMP SUPPLIES - PRODUCTION PVC PIPE REPLACEMENT FLOOD LIGHT - ADMIN BLDG. REPLACEMENT LIGHT BALLAST - CORP YARD	217.74		217.74
1000829	05-26-23	RENEE FLYNN	ACCOUNT REFUND 55411 LAUREL CREST DR	209.00		209.00
1000719	05-18-23	NATIONAL PEN CO, LLC.	PENS OR EMP. APPRECIATION 2023	192.52		192.52
1000633	05-04-23	RUSS MARTIN	R.MARTIN - MILEAGE REIMB.	187.33		187.33
1000806	05-26-23	DOROTHY/IAN NANDLAL	ACCOUNT REFUND 66433 CACTUS DR	184.33		184.33
1000723	05-18-23	PLANIT REPROGRAPHICS	USACE COND PRINTS OF APPROVED PLANS	179.63		179.63
99102855	05-08-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS CHAD'S RETRO PPE 04.28.23	176.81		176.81
1000845	05-26-23	TIFFANY CUNNINGHAM	ACCOUNT REFUND 13255 WEST DR	172.00		172.00
1000669	05-11-23	IVAN SEWELL	I. SEWELL - MILEAGE REIMB.	170.96		170.96
1000678	05-11-23	THEODORE MAYRHOFEN	T. MAYRHOFEN - MILEAGE REIMB.	168.99		168.99
1000629	05-04-23	JOE HERNANDEZ	J. HERNANDEZ - WATER TREATMENT COURSE REIMB.	168.53		168.53
1000656	05-05-23	SABINO ORTEGA	ACCOUNT REFUND 65910 CAHUILLA AVE	165.00		165.00
1000674	05-11-23	RUSS MARTIN	R. MARTIN - MILEAGE REIMB.	164.40		164.40
1000654	05-05-23	ROCIO AMADO	ACCOUNT REFUND 12852 CATALPA AVE	164.00		164.00
1000807	05-26-23	DOUG WABISZEWSKI	ACCOUNT REFUND 67455 MONTEREY RD	163.21		163.21
1000034	05-19-23	WILLIAM FORRESTER	STALE DATED	-160.28		-160.28
1000788	05-25-23	WILLIAM FORRESTER	ACCOUNT REFUND 68245 CALLE BONITA	160.28		160.28
1000638	05-05-23	AMADO MADRIGAL	ACCOUNT REFUND 68284 VIA DOMINGO	155.55		155.55
1000819	05-26-23	LIZETH ARIAS	ACCOUNT REFUND 13700 LA MESA DR	153.53		153.53
1000791	05-26-23	ANNA WHITEMAN	ACCOUNT REFUND 69278 PARKSIDE DR	130.00		130.00
1000667	05-11-23	INFOSEND INC	BILLING SERVICES	129.90		129.90
1000718	05-18-23	MOTION INDUSTRIES, INC.	AUGER BELT PRESS REPLACEMENT PARTS SHAFT ACCESSORIES - KEYSTOCK	127.64		127.64
1000328	05-19-23	KENNETH FOLSOM	STALE DATED	-123.23		-123.23
1000770	05-25-23	KENNETH FOLSOM	ACCOUNT REFUND 66272 CAHUILLA AVE	123.23		123.23
1000219	05-30-23	ZACKERY STEINBRENNER	LOST IN MAIL	-120.06		-120.06

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000810	05-26-23	ELODIA THIEME	ACCOUNT REFUND 13765 HERMANO WAY	120.00		120.00
1000834	05-26-23	ROSELIA CAMPUZANO	ACCOUNT REFUND 65759 6TH ST	119.29		119.29
1000626	05-04-23	FRANCHISE TAX BOARD	GARNISHMENT - EE.200	113.15		113.15
1000720	05-18-23	NCL OF WISCONSIN, INC	LITER CONDUCTIVITY STANDARD - WWTP	112.20		112.20
1000662	05-11-23	ARDEN WALLUM	A. WALLUM - BAGGAGE FEE REIMB.	106.64		106.64
			A. WALLUM - TRAVEL PER DIEM REIMB.			
1000619	05-04-23	AMERICAN WATER WORKS ASSOCIATION	J. HERNANDEZ CERT. RENEWAL	100.00		100.00
1000622	05-04-23	CWEA	G. CHAPMAN - CERT. RENEWAL	100.00		100.00
1000795	05-26-23	BYRON KOLDING	ACCOUNT REFUND 64850 BOROS CT	98.09		98.09
1000652	05-05-23	LORRAINE LIMON	ACCOUNT REFUND 8661 GREAT SMOKEY AVE	91.20		91.20
1000685	05-18-23	AIR & HOSE SOURCE INC.	UNIT 367 - REPLACEMENT HYDRAULIC HOSE	89.91		89.91
1000641	05-05-23	CHAD GILBERT	ACCOUNT REFUND 66248 AVE LADERA	86.47		86.47
1000801	05-26-23	DAN REMIKER	ACCOUNT REFUND 9520 CAPILAND RD	82.00		82.00
1000803	05-26-23	DEBORA GAMINO	ACCOUNT REFUND 64550 PIERSON BLVD #74	82.00		82.00
1000808	05-26-23	EDWIN S CARIAS	ACCOUNT REFUND 64051 BAYLOR MOUNTAINS CT	82.00		82.00
1000821	05-26-23	MATTHEW F. RAMOS	ACCOUNT REFUND 66629 JOSEPH WAY "B"	82.00		82.00
1000771	05-25-23	KILLER BEE PEST CONTROL	HIVE REMOVAL - 61100 DERONDA	80.00		80.00
1000813	05-26-23	GEORGE W HYSMITH	ACCOUNT REFUND 11635 FOXDALE DR	79.77		79.77
1000798	05-26-23	CINDY PRIDEAUX	ACCOUNT REFUND 67285 HACIENDA AVE	77.95		77.95
1000831	05-26-23	RICHARD BENEDETTI	ACCOUNT REFUND 11263 POMELO DR	76.56		76.56
1000645	05-05-23	GEANETTA BANKS	ACCOUNT REFUND 64660 VARDON CT	72.84		72.84
99103200	05-25-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS ADAM'S RETRO ADJ.	71.90		71.90
1000846	05-26-23	TYSON JOHN HOPKINS	ACCOUNT REFUND 9056 CALLE BARRANCA	66.46		66.46
1000796	05-26-23	CHARLES VILLARINO	ACCOUNT REFUND 65951 7TH ST	64.52		64.52
1000840	05-26-23	SHELLY TOMLIN	ACCOUNT REFUND 66938 SAN FELIPE RD	62.53		62.53
1000637	05-05-23	ABSALON HERNANDEZ	ACCOUNT REFUND 11095 POMELO DR	59.58		59.58
1000833	05-26-23	RODELIADO TUMBOKON	ACCOUNT REFUND 11744 EVENING SKY DR	59.39		59.39
1000816	05-26-23	JIM FRENCH	ACCOUNT REFUND 16860 LAKESIDE CT	58.65		58.65
1000811	05-26-23	EVELYN MCKENDALL	ACCOUNT REFUND 12362 AMBROSIO DR	58.44		58.44
1000657	05-05-23	SAEED PAYMOZD	ACCOUNT REFUND 66107 BUENA VISTA AVE	58.35		58.35
1000776	05-25-23	MONICA DELGADO	ACCOUNT REFUND 66211 DESERT VIEW AVE	57.37		57.37
68010	05-19-23	MONICA DELGADO	LOST IN MAIL	-57.37		-57.37
1000804	05-26-23	DONNA JONES	ACCOUNT REFUND 64870 LA COSTA CT	50.90		50.90
1000827	05-26-23	PETRA CARILLO	ACCOUNT REFUND 66414 1ST ST	50.00		50.00
73966	05-30-23	BRETT MCCARTHY	LOST IN MAIL	-49.50		-49.50
1000848	05-26-23	VERLEN FARMER	ACCOUNT REFUND 13635 WEST DR	48.33		48.33
1000706	05-18-23	FEDEX	WF PAYMENT MGR OVERNIGHT CHARGES	47.86		47.86
1000763	05-25-23	FEDEX	WF PYMT MGR OVERNIGHT CHARGES	47.24		47.24
1000660	05-05-23	YULIYA GAYEVSKA	ACCOUNT REFUND 12888 DEODAR AVE	45.00		45.00
1000839	05-26-23	SHANNEA FORREST	ACCOUNT REFUND 9471 CAPILAND RD	43.20		43.20
1000716	05-18-23	NANCY MEZQUITA	N.MEZQUITA - NOTARY REIMB.	40.00		40.00
1000843	05-26-23	TAEK HWANG	ACCOUNT REFUND 9151 WARWICK DR	38.79		38.79
1000841	05-26-23	SHERWOOD HOMES	ACCOUNT REFUND 12926 CENTURIAN ST	38.44		38.44
1000835	05-26-23	SANDRA MORAYLA	ACCOUNT REFUND 12873 CACTUS DR "B"	38.17		38.17
1000825	05-26-23	PEDRO TAPIA	ACCOUNT REFUND 13660 EL RIO LN	36.07		36.07
1000642	05-05-23	ESTATE OF MARJATTA PETERS	ACCOUNT REFUND 69430 FAIRWAY DR	33.78		33.78
1000837	05-26-23	SCOTT MAYS	ACCOUNT REFUND 13400 CUYAMACA DR	33.65		33.65





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68010	05-19-23	MONICA DELGADO	LOST IN MAIL	-57.37		-57.37
68396	05-19-23	ANGELINE TONA	LOST IN MAIL	-6.10		-6.10
68529	05-19-23	IDALIA CRAYCRAFT	LOST IN MAIL	-27.92		-27.92
73304	05-19-23	DONALD ANDERSON	LOST IN MAIL	-11.26		-11.26
73966	05-30-23	BRETT MCCARTHY	LOST IN MAIL	-49.50		-49.50
75860	05-18-23	CITY OF DESERT HOT SPRINGS	ENCROACHMENT PERMIT	0.00	12,569.40	12,569.40
75861	05-26-23	COSTELL & ADELSON LAW CORPORATION	CLASS ACTION LEGAL SETTLEMENT	100,000.00		100,000.00
75862	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
75863	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
75864	05-26-23	MISSION LAKES COUNTRY CLUB, INC.	TURF REBATE - MLCC	26,938.50		26,938.50
75865	05-26-23	WORD OF LIFE FELLOWSHIP TEMPLE	HOMELESS OUTREACH SPONSORSHIP	500.00		500.00
1000007	05-19-23	DANIEL CRUZ	STALE DATED	-536.66		-536.66
1000034	05-19-23	WILLIAM FORRESTER	STALE DATED	-160.28		-160.28
1000049	05-19-23	KANEESA GODBOLT	STALE DATED	-236.53		-236.53
1000219	05-30-23	ZACKERY STEINBRENNER	LOST IN MAIL	-120.06		-120.06
1000328	05-19-23	KENNETH FOLSOM	STALE DATED	-123.23		-123.23
1000330	05-19-23	MATTHEW WITTIG	STALE DATED	-27.00		-27.00
1000465	05-11-23	DOWNING CONSTRUCTION, INC.	CHANGE IN PAYMENT METHOD	0.00	-350,516.75	-350,516.75
1000494	05-19-23	ALISA SHABAZZ	LOST IN MAIL	-224.39		-224.39
1000601	05-19-23	GLENN B. DORNING, INC.	DUPLICATE PAYMENT	-1,317.00		-1,317.00
1000617	05-04-23	ADT COMMERCIAL LLC	ADMIN/CORP YARD/VERBENA SECURITY	567.14		567.14
1000618	05-04-23	ANDY GRUNNET	A. GRUNNET HOTEL REIMB. - CWEA	422.61		422.61
1000619	05-04-23	AMERICAN WATER WORKS ASSOCIATION	J. HERNANDEZ CERT. RENEWAL	100.00		100.00
1000620	05-04-23	BABCOCK LABORATORIES, INC.	E.COLI/COLIFORM TESTING - RWRP WWTP	2,394.65		2,394.65
			RWRP WWTP - GROUNDWATER SAMPLING			
			TOTAL N TESTING - DC/HORTON PLANT			
			TOTAL N TESTING - HORTON WWTP			
			TOTAL N TESTING - HORTON WWTP/CLARIFIER			
1000621	05-04-23	CASAMAR GROUP, LLC	LABOR COMPLIANCE - HVAC CONTRACT	552.23		552.23
			ON CALL CONTRACT - LEGEND PUMP SERVICE			
1000622	05-04-23	CWEA	G. CHAPMAN - CERT. RENEWAL	100.00		100.00
1000623	05-04-23	CYNTHIA ACOSTA	C. ACOSTA MILEAGE REIMB.	28.43		28.43
1000624	05-04-23	ENTERPRISE FM TRUST	APRIL 2023 MONTHLY FLEET LEASE	29,215.96		29,215.96
1000625	05-04-23	ENVIROGEN TECHNOLOGIES INC	MARCH 2023 - WELL 26A URANIUM TREATMENT	4,008.73		4,008.73
1000626	05-04-23	FRANCHISE TAX BOARD	GARNISHMENT - EE.200	113.15		113.15
1000627	05-04-23	HUNTER JOHNSEN, INC.	MAY 2023 - CV WATER COUNTS CONSULTING	7,182.36		7,182.36
1000628	05-04-23	INLAND POTABLE SERVICES, INC.	CLEAN AND INSPECT RESERVOIRS	25,690.00		25,690.00
1000629	05-04-23	JOE HERNANDEZ	J. HERNANDEZ - WATER TREATMENT COURSE REIMB.	168.53		168.53
1000630	05-04-23	KUTAK ROCK LLP	INSTALLMENT PURCHASE AGREEMENT	15,000.00		15,000.00
1000631	05-04-23	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	WELL 22 PP#2	0.00	62,885.00	62,885.00
1000632	05-04-23	PLANIT REPROGRAPHICS	WASHINGTON DC BROCHURE	390.70		390.70
1000633	05-04-23	RUSS MARTIN	R.MARTIN - MILEAGE REIMB.	187.33		187.33
1000634	05-04-23	SOUTHWEST PLUMBING, INC.	INSTALL SHOWER - PROGRESS PAYMENT 3	6,350.00	2,400.00	8,750.00
			INSTALL SHOWER - PROGRESS PAYMENT #2			
			PROGRESS PAYMENT - HORTON N. BUILDING			
			SHOWER INSTALL			
1000635	05-04-23	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES	0.00	3,043.75	3,043.75

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			JAN 2023 - CM INSPECTION			
			JAN. 2023 - DESIGN SERVICES			
1000636	05-04-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	424.74		424.74
1000637	05-05-23	ABSALON HERNANDEZ	ACCOUNT REFUND 11095 POMELO DR	59.58		59.58
1000638	05-05-23	AMADO MADRIGAL	ACCOUNT REFUND 68284 VIA DOMINGO	155.55		155.55
1000639	05-05-23	ANITA HERNANDEZ	ACCOUNT REFUND 15541 AVE RAMADA	802.50		802.50
1000640	05-05-23	CAMERON CHANEY	ACCOUNT REFUND 15471 PAINTED HILLS RD	2,781.49		2,781.49
1000641	05-05-23	CHAD GILBERT	ACCOUNT REFUND 66248 AVE LADERA	86.47		86.47
1000642	05-05-23	ESTATE OF MARJATTA PETERS	ACCOUNT REFUND 69430 FAIRWAY DR	33.78		33.78
1000643	05-05-23	ESTEBAN R GALLEGOS	ACCOUNT REFUND 16125 AVE RAMBLA	21.88		21.88
1000644	05-05-23	FARHAD MOMENI	ACCOUNT REFUND 10270 SANTA CRUZ RD	618.37		618.37
1000645	05-05-23	GEANETTA BANKS	ACCOUNT REFUND 64640 VARDON CT	72.84		72.84
1000646	05-05-23	HERITAGE WELL SERVICE LLC	ACCOUNT REFUND SUNRISE DR & COUNTRY VIEW RD	606.09		606.09
1000647	05-05-23	INEZ DUNNING	ACCOUNT REFUND 13666 HERMANO WAY	27.89		27.89
1000648	05-05-23	JESUS MURILLO	ACCOUNT REFUND 16191 VIA CORTO W	28.52		28.52
1000649	05-05-23	JOANNE M STURMAN	ACCOUNT REFUND 8453 MOUNT WHITNEY AVE	16.33		16.33
1000650	05-05-23	KARLA KETCHERSID	ACCOUNT REFUND 66858 SAN FELIPE RD	4.32		4.32
1000651	05-05-23	LEI JIANG	ACCOUNT REFUND 13924 CALIENTE DR	246.63		246.63
1000652	05-05-23	LORRAINE LIMON	ACCOUNT REFUND 8661 GREAT SMOKEY AVE	91.20		91.20
1000653	05-05-23	MARIE WHALEN	ACCOUNT REFUND 10785 SAN PABLO RD	265.13		265.13
1000654	05-05-23	ROCIO AMADO	ACCOUNT REFUND 12852 CATALPA AVE	164.00		164.00
1000655	05-05-23	RYAN ALLEN FARMER	ACCOUNT REFUND 12630 DAVE AVE	27.46		27.46
1000656	05-05-23	SABINO ORTEGA	ACCOUNT REFUND 65910 CAHUILLA AVE	165.00		165.00
1000657	05-05-23	SAEED PAYMOZD	ACCOUNT REFUND 66107 BUENA VISTA AVE	58.35		58.35
1000658	05-05-23	SAEID KOUHKAN	ACCOUNT REFUND 15300 PALM DR #179	243.17		243.17
1000659	05-05-23	SILVIA MURILLO	ACCOUNT REFUND 13387 LA MESA DR	5.00		5.00
1000660	05-05-23	YULIYA GAYEVSKA	ACCOUNT REFUND 12888 DEODAR AVE	45.00		45.00
1000661	05-11-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	478.15		478.15
1000662	05-11-23	ARDEN WALLUM	A. WALLUM - BAGGAGE FEE REIMB.	106.64		106.64
			A. WALLUM - TRAVEL PER DIEM REIMB.			
1000663	05-11-23	BECK OIL, INC.	DIESEL FUEL	10,297.67		10,297.67
			UNLEADED GASOLINE			
1000664	05-11-23	CITY OF DESERT HOT SPRINGS	FEB. 2023 UU TAX DUE	28,670.07		28,670.07
1000665	05-11-23	CORE & MAIN LP	BR NIPPLE	8,234.91		8,234.91
			BRZ SADDLE			
1000666	05-11-23	DESERT CONTRACTORS ASSOCIATION	DCA 2023/24 DUES	425.00		425.00
1000667	05-11-23	INFOSEND INC	BILLING SERVICES	129.90		129.90
1000668	05-11-23	INLAND WATER WORKS SUPPLY CO.	A.M. STOP BALL ANG	12,856.26		12,856.26
			BACKFLOW DEVICE			
			BALL A.M. STOP MUEL			
			DOMESTIC BRASS NIPPLE			
			HYMAX FLEX COUPLING			
			SWING CHECK VALVE/BOLT-NUT PLATED			
			WILKINS BRASS NL WYE STRAINER			
1000669	05-11-23	IVAN SEWELL	I. SEWELL - MILEAGE REIMB.	170.96		170.96
1000670	05-11-23	J.F. SHEA CONSTRUCTION, INC.	CONSTRUCTION PROGRESS PAYMENT #12	0.00	2,667,370.19	2,667,370.19
1000671	05-11-23	JWC ENVIRONMENTAL INC.	SERVICE TECH LABOR - AUGER BRUSH INSTALL	750.00		750.00

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1000672	05-11-23	ROBERT GRIFFITH	R. GRIFFITH - MILEAGE REIMB.	351.68		351.68
			R. GRIFFITH - TRAVEL PER DIEM REIMB.			
1000673	05-11-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	10,535.78	10,535.78
1000674	05-11-23	RUSS MARTIN	R. MARTIN - MILEAGE REIMB.	164.40		164.40
1000675	05-11-23	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	11,333.75		11,333.75
1000676	05-11-23	SOUTHERN CALIFORNIA EDISON COMPANY	APRIL 2023 ELECTRIC BILL	27,335.93		27,335.93
1000677	05-11-23	SOUTHWEST PLUMBING, INC.	WATERLINE/REMOVE EXISTING COPPER LINE	0.00	4,810.00	4,810.00
1000678	05-11-23	THEODORE MAYRHOFEN	T. MAYRHOFEN - MILEAGE REIMB.	168.99		168.99
1000679	05-11-23	UMETECH, INC.	APRIL 2023 HELPDESK/MANAGED SERVICES	9,146.50		9,146.50
1000680	05-11-23	USA BLUEBOOK	GRUNDFOS FOOT VALVE	5,112.04		5,112.04
			GRUNDFOS INJECTION QUILLS - WATER PRODUCTION			
			LAB ITEMS FOR HORTON PLANT			
			LOCKOUT KITS - WATER PRODUCTION			
			NATURAL & BLACK TUBING			
			ODOR CONTROL - HORTON PLANT			
			SLUDGE POLE - HORTON PLANT			
1000681	05-11-23	WATERLINE TECHNOLOGIES INC.	3 DRUMS REFILLED	5,136.45		5,136.45
			3 REPLACEMENT DRUMS FILLED			
			4 DRUMS REFILLED			
			5 DRUMS REFILLED			
			6 DRUMS REFILLED			
1000682	05-11-23	DOWNING CONSTRUCTION, INC.	PROGRESS PAYMENT #1	0.00	350,516.75	350,516.75
1000683	05-18-23	ADRIAN VERDUGO PEREA	A.PEREA - BOOT REIMB.	300.00		300.00
1000684	05-18-23	AECOM TECHNICAL SERVICES INC.	MARCH 2023 CONSTRUCTION SERVICES	0.00	26,858.75	26,858.75
1000685	05-18-23	AIR & HOSE SOURCE INC.	UNIT 367 - REPLACEMENT HYDRAULIC HOSE	89.91		89.91
1000686	05-18-23	AMERICAN OUTREACH FOUNDATION	DHS COMMUNITY OUTREACH	1,000.00		1,000.00
1000687	05-18-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 04.25.23	953.99		953.99
			UNIFORM SERVICES 05.02.23			
1000688	05-18-23	B-81 PAVING INC	PAVING @ VARIOUS LOCATIONS	14,300.00		14,300.00
1000689	05-18-23	BRINKS INCORPORATED	MONTHLY SERVICES	280.65		280.65
1000690	05-18-23	CARPI & CLAY, INC	APRIL 2023 FEDERAL ADVOCACY	4,000.00		4,000.00
1000691	05-18-23	CASAMAR GROUP, LLC	APRIL SERVICES - LO LYNCH LABOR COMPLIANCE	1,825.68	171.41	1,997.09
			B-81 LABOR COMPLIANCE			
			JAN. 2023 HORTON BLDG - HI-DESERT			
			URBAN HABITAT LABOR COMPLIANCE			
1000692	05-18-23	CASEY DOLAN	MAY 2023 DIGITAL AD MGMT	650.00		650.00
1000693	05-18-23	CHAD FINCH	C.FINCH - BOOT REIMB.	228.36		228.36
1000694	05-18-23	CLINICAL LABORATORY OF SAN BERNARDINO	MARCH 2023 BOD TESTING	2,181.00		2,181.00
			MARCH 2023 LAB SERVICES			
1000695	05-18-23	COACHELLA VALLEY WATER DISTRICT	DWR'S PROP 1 ROUND 2 GRANT	16,341.06		16,341.06
1000696	05-18-23	CV STRATEGIES	APRIL 2023 GENERAL MARKETING	6,500.00		6,500.00
1000697	05-18-23	CWEA	A.GRUNNET - CWEA MEMBERSHIP	499.00		499.00
			D.WEAVER - CWEA MEMBERSHIP			
			M.VERMEER-CSM GRADE 1 RENEWAL			
1000698	05-18-23	DENALI WATER SOLUTIONS LLC	MARCH 2023 SLUDGE HAULING	41,392.68		41,392.68
1000699	05-18-23	DESERT VALLEY DISPOSAL, INC.	APRIL 2023 SERVICE CHARGES - ADMIN BLDG.	1,250.51		1,250.51
			APRIL 2023 SERVICE CHARGES - CORP YARD			



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1000700	05-18-23	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	5,547.72		5,547.72
1000701	05-18-23	DESERT TIRE AND AUTO REPAIR	TIRE REPLACEMENT	980.01		980.01
1000702	05-18-23	EBIX INC	PAYROLL WELLNESS INSERTS	495.86		495.86
1000703	05-18-23	ECOLOGY AUTO PARTS	APRIL 2023 SLUDGE HAULING	31,981.34		31,981.34
			MARCH 2023 SLUDGE HAULING			
			SLUDGE HAULING			
1000704	05-18-23	EISENHOWER OCCUPATIONAL HEALTH SERVICES	DOT PROGRAM ADDITIONS - T.OWENS/D.PENA	310.00		310.00
1000705	05-18-23	FARMER BROS. CO	ADMIN COFFEE	299.48		299.48
1000706	05-18-23	FEDEX	WF PAYMENT MGR OVERNIGHT CHARGES	47.86		47.86
1000707	05-18-23	FERNANDO RUELAS	F.RUELAS - BOOT REIMB.	294.16		294.16
1000708	05-18-23	FORSHOCK	SCADA MONITORING	220.00		220.00
1000709	05-18-23	INFOSEND INC	MONTHLY BILLING SERVICE	8,176.77		8,176.77
1000710	05-18-23	JULIO MARTINEZ	J.MARTINEZ - BOOT REIMB.	228.36		228.36
1000711	05-18-23	KULTURSPACE NONPROFIT LIMITED	CPR/FIRST AID TRAINING	3,055.00		3,055.00
1000712	05-18-23	LUBRICATION ENGINEERS	MONOLEC ULTRA OIL - HWWTP	361.98		361.98
1000713	05-18-23	MANPOWER US INC.	STAFFING SERVICES - GM REPORT/GRANT	9,641.57		9,641.57
			STAFFING SERVICES - WWTP OIT			
1000714	05-18-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	1,602.00		1,602.00
1000715	05-18-23	MCMASER-CARR	RESTOCK NON INVENTORY PADLOCKS	806.19		806.19
1000716	05-18-23	NANCY MEZQUITA	N.MEZQUITA - NOTARY REIMB.	40.00		40.00
1000717	05-18-23	MICHAEL BAKER INTERNATIONAL, INC.	WATER PLAN UPDATE/ EVAL. MODEL UPDATES	0.00	59,500.00	59,500.00
1000718	05-18-23	MOTION INDUSTRIES, INC.	AUGER BELT PRESS REPLACEMENT PARTS	127.64		127.64
			SHAFT ACCESSORIES - KEYSTOCK			
1000719	05-18-23	NATIONAL PEN CO, LLC.	PENS OR EMP. APPRECIATION 2023	192.52		192.52
1000720	05-18-23	NCL OF WISCONSIN, INC	LITER CONDUCTIVITY STANDARD - WWTP	112.20		112.20
1000721	05-18-23	PALM SPRINGS PEST CONTROL, INC.	BAIT BOX - WWTP	250.00		250.00
			BAIT BOX @ ADMIN/STORAGE BLDG			
			PEST CONTROL - ADMIN			
			PEST CONTROL - ANNEX			
			PEST CONTROL - CORP YARD			
1000722	05-18-23	PARKERS BUILDING SUPPLY		217.74		217.74
			MISC. ITEMS PUMP SUPPLIES - PRODUCTION			
			PVC PIPE			
			REPLACEMENT FLOOD LIGHT - ADMIN BLDG.			
			REPLACEMENT LIGHT BALLAST - CORP YARD			
1000723	05-18-23	PLANIT REPROGRAPHICS	USACE COND PRINTS OF APPROVED PLANS	179.63		179.63
1000724	05-18-23	POLLARD WATER.COM EAST	1" WEAVE GRIP SOCKS - C&M	736.36		736.36
1000725	05-18-23	RAY LOPEZ ASSOCIATES	TURF REBATE/INFILL INSPECTIONS/SKYBORNE VILLAGE	3,120.00		3,120.00
1000726	05-18-23	ROBERT G MODRICH	APRIL 2023 UNIDATA MAINTENANCE	5,298.00		5,298.00
1000727	05-18-23	SAN GORGONIO PASS WATER AGENCY	SAN GORGONIO GROUNDWATER SUSTAINABILITY	13,564.45		13,564.45
1000728	05-18-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - APR. 2023	13,995.59		13,995.59
			ELECTRIC BILL FEB. 2023			
1000729	05-18-23	SOUTHWEST PLUMBING, INC.	PROGRESS PAYMENT FOR HORTON N. BUILDING	0.00	2,866.00	2,866.00
1000730	05-18-23	STATE WATER RES CONTRL BRD	ELAP AMENDMENT APP FEE	1,500.00		1,500.00
1000731	05-18-23	T4 SPATIAL, LLC	APRIL 2023 CCTV STORAGE	2,500.00		2,500.00
			MAY 2023 CCTV STORAGE			
1000732	05-18-23	TKE ENGINEERING, INC	GENERAL ENGINEERING SERVICES	15,352.50	125,068.51	140,421.01

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000733	05-18-23	TOM DODSON & ASSOCIATES	PROGRESS PAYMENT #11 - FOR C&M INSPECTION RWRP			
			CEQA SUPPORT SERVICES MAR. 2023	0.00	4,745.22	4,745.22
1000734	05-18-23	TOPS N BARRICADES, INC	28" BLACK BASE TRAFFIC CONES - WASTEWATER	1,475.42		1,475.42
			28" TRAFFIC CONES - C&M			
			28" TRAFFIC CONES - CORP YARD			
			BLUE MARKING SPRAY PAINT			
			EPOXY FOR STREET HYDRANT MARKERS			
1000735	05-18-23	TOTAL CARE WORK INJURY CLINIC	DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & C.BELL	260.00		260.00
1000736	05-18-23	TRI-STAR CONTRACTING II, INC.	FINAL PROGRESS PAYMENT - 1ST, 4TH, 6TH, 7TH RETENTION - 1ST, 4TH, 6TH, 7TH REPAIRS	0.00	32,747.03	32,747.03
1000737	05-18-23	TRINITY TRUCK DRIVING SCHOOL DBA COMMERCIAL	CDL TRAINING - F.RUELAS	4,500.00		4,500.00
1000738	05-18-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	506.20		506.20
1000739	05-18-23	URBAN HABITAT	IRRIGATION REPAIRS	12,700.03		12,700.03
			MONTHLY LANDSCAPE - 02/2023			
			MONTHLY LANDSCAPE 03/2023			
			QUARTERLY LANDSCAPE @ DPLS - 03/2023			
			REPAIRS TO IRRIGATION/MATERIALS			
1000740	05-18-23	USA-FACT INC	BACKGROUND CHECK - C.BELL	29.55		29.55
1000741	05-18-23	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	606.40		606.40
1000742	05-18-23	WEST YOST & ASSOCIATES, INC.	HWWTP TDS EVAL	27,151.25		27,151.25
1000743	05-25-23	ACWA-JPIA HEALTH BENEFITS AUTH.	JUNE 2023 PREPAID HEALTH INSURANCE	96,351.77		96,351.77
1000744	05-25-23	AECOM TECHNICAL SERVICES INC.	FEB 2023. MSWD CONSTRUCTION SERVICES	0.00	24,280.00	24,280.00
1000745	05-25-23	ALISA SHABAZZ	ACCOUNT REFUND 65970 IRONWOOD DR	224.39		224.39
1000746	05-25-23	ANGELINE TONA	ACCOUNT REFUND 66895 BUENA VISTA AVE	6.10		6.10
1000747	05-25-23	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	582.72		582.72
1000748	05-25-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 05.10.23	466.04		466.04
1000749	05-25-23	BABCOCK LABORATORIES, INC.	E.COLI/COLIFORM TESTING - HWWTP	488.38		488.38
			TOTAL N TESTING - HWWTP			
1000750	05-25-23	BDP INDUSTRIES,INC.	HYDRAULIC FILTER REPLACEMENT FOR BELT PRESS	270.12		270.12
1000751	05-25-23	BRIAN MACY	B.MACY - TUITION REIMB.	6,000.00		6,000.00
1000752	05-25-23	CHRISTOPHER ALEXANDER INV	ACCOUNT REFUND 8520 SUMMIT PASS	1,841.61		1,841.61
1000753	05-25-23	CITIES DIGITAL INC.	LASERFICHE DEV. - PERFORMANCE EVALUATION	5,250.00		5,250.00
1000754	05-25-23	CITY OF DESERT HOT SPRINGS	MARCH 2023 UU TAX	25,900.99		25,900.99
1000755	05-25-23	CYPRESS DENTAL ADMINISTRATORS	JUNE 2023 DENTAL	4,604.63		4,604.63
1000756	05-25-23	DANIEL CRUZ	ACCOUNT REFUND AVE ATEZADA	536.66		536.66
1000757	05-25-23	DESERT WATER AGENCY	DWA RAC FEES - MAIN SYSTEM	260,676.87		260,676.87
1000758	05-25-23	DESERT HOT SPRINGS ELKS LODGE #2639	ELKS LODGE GOLF TOURNEY SPONSORSHIP	500.00		500.00
1000759	05-25-23	DONALD ANDERSON	ACCOUNT REFUND 15300 PALM DR #189	11.26		11.26
1000760	05-25-23	DOWNING CONSTRUCTION, INC.	PROGRESS PAYMENT #2	0.00	21,375.00	21,375.00
1000761	05-25-23	ECOLOGY AUTO PARTS	APR. 2023 SLUDGE HAULING	17,587.08		17,587.08
1000762	05-25-23	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT - 04/2023	4,345.35		4,345.35
1000763	05-25-23	FEDEX	WF PYMT MGR OVERNIGHT CHARGES	47.24		47.24
1000764	05-25-23	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	2,922.48		2,922.48
1000765	05-25-23	HUNSAKER & ASSOCIATES IRVINE, INC.	PP #3 - WELL 35 DESIGN SERVICES	0.00	4,981.50	4,981.50
1000766	05-25-23	IDALIA CRAYCRAFT	ACCOUNT REFUND 66144 DESERT VIEW AVE	27.92		27.92

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1000767	05-25-23	INFOSEND INC	MARCH 2023 BILLING INSERT	1,079.19		1,079.19
1000768	05-25-23	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT #13	0.00	3,162,975.32	3,162,975.32
1000769	05-25-23	KANEESA GODBOLT	ACCOUNT REFUND 11900 VERBENA DR	236.53		236.53
1000770	05-25-23	KENNETH FOLSOM	ACCOUNT REFUND 66272 CAHUILLA AVE	123.23		123.23
1000771	05-25-23	KILLER BEE PEST CONTROL	HIVE REMOVAL - 61100 DERONDA	80.00		80.00
1000772	05-25-23	KSM ELECTRIC INC.	TERRACE BOOSTERS #4 - WIRE THEFT	1,790.42		1,790.42
1000773	05-25-23	L.O. LYNCH QUALITY WELLS & PUMPS, INC.	FINAL PAYMENT FOR WELL 33	98,525.00	25,000.00	123,525.00
			PROGRESS PAYMENT #3 - WELL 22			
1000774	05-25-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	3,204.00		3,204.00
1000775	05-25-23	MATTHEW WITTIG	ACCOUNT REFUND 66629 12TH ST	27.00		27.00
1000776	05-25-23	MONICA DELGADO	ACCOUNT REFUND 66211 DESERT VIEW AVE	57.37		57.37
1000777	05-25-23	MOTION INDUSTRIES, INC.	TAPER BRUSHED REDUCER	2,623.47		2,623.47
1000778	05-25-23	O'REILLY AUTOMOTIVE, INC.	FLEET MAINT. - HYD FLUID/5 GAL HYDRO OIL	782.29		782.29
			UNIT 345 - REPLACEMENT TAIL LIGHT			
			UNIT 385 & 367 - 5GAL TRACTOR FLUID			
			UNIT 385 - REPAIR ITEMS			
			UNIT 388 - REPAIR MATERIALS			
			UNIT 389 - 1QT TRANS FLUID			
			UNIT 389 - ULTRA BLACK PAINT			
			UNIT 402 - REPLACEMENT FILTERS			
			UNIT 409 - RV SOCKET			
			UNIT 410 - REPLACEMENT FILTERS			
			UNIT 418 - P/M MATERIAL			
			UNIT 428 - 1QT MOTOROIL			
			UNIT 428 - P/M MATERIAL			
1000779	05-25-23	POWERPLAN OIB	REPLACEMENT HOSE REEL VERMEER TRAILERS	1,629.20		1,629.20
1000780	05-25-23	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
1000781	05-25-23	ROBERT GRIFFITH	R.GRIFFITH - MILEAGE REIMB.	563.30		563.30
1000782	05-25-23	RUSS MARTIN	R.MARTIN - MILEAGE REIMB.	637.37		637.37
			R.MARTIN - PERDIEM MEAL REIMB.			
1000783	05-25-23	SOUTH COAST AIR QUALITY	AQMD HOT SPOT FEES - D.P.L.S	306.46		306.46
			AQMD HOT SPOT FEES - HORTON PLANT			
1000784	05-25-23	THE LINCOLN NATL. LIFE INS. CO.	JUNE 2023 LIFE INS.	4,081.37		4,081.37
1000785	05-25-23	THE PC MANAGER LLC	PC REPLACEMENTS - CUST. SERV./FINANCE	2,449.62		2,449.62
1000786	05-25-23	VESTED SOLUTIONS	APRIL CLEANING/JANITORIAL/DISINFECTION SERVICES	2,692.32		2,692.32
1000787	05-25-23	WEST YOST & ASSOCIATES, INC.	NITROGEN CONTROL STRATEGY	46,206.00		46,206.00
1000788	05-25-23	WILLIAM FORRESTER	ACCOUNT REFUND 68245 CALLE BONITA	160.28		160.28
1000789	05-25-23	XEROX CORPORATION	APRIL/MAY XEROX LEASE	344.78		344.78
1000790	05-26-23	ADARSH SAIGAL	ACCOUNT REFUND 12801 EXCELSIOR ST	720.21		720.21
1000791	05-26-23	ANNA WHITEMAN	ACCOUNT REFUND 69278 PARKSIDE DR	130.00		130.00
1000792	05-26-23	ASPLUNDH CONSTRUCTION LLC	ACCOUNT REFUND DILLON RD	720.20		720.20
1000793	05-26-23	BELIZ COOK	ACCOUNT REFUND 65911 6TH ST	489.84		489.84
1000794	05-26-23	BRYAN SHEPARD	ACCOUNT REFUND 11648 EVENING SKY DR	8.73		8.73
1000795	05-26-23	BYRON KOLDING	ACCOUNT REFUND 64850 BOROS CT	98.09		98.09
1000796	05-26-23	CHARLES VILLARINO	ACCOUNT REFUND 65951 7TH ST	64.52		64.52
1000797	05-26-23	CHRISTMAS RUBIO	ACCOUNT REFUND 13859 PANORAMA DR	32.89		32.89
1000798	05-26-23	CINDY PRIDEAUX	ACCOUNT REFUND 67285 HACIENDA AVE	77.95		77.95

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000799	05-26-23	COAST ENTERPRISES	ACCOUNT REFUND 17312 N INDIAN CYN DR	9.09		9.09
1000800	05-26-23	CUNNINGHAM DAVIS CORP	ACCOUNT REFUND GARNET AVE	690.61		690.61
1000801	05-26-23	DAN REMIKER	ACCOUNT REFUND 9520 CAPILAND RD	82.00		82.00
1000802	05-26-23	DAVID JACOBS	ACCOUNT REFUND 13720 HIDALGO ST	283.02		283.02
1000803	05-26-23	DEBORA GAMINO	ACCOUNT REFUND 64550 PIERSON BLVD #74	82.00		82.00
1000804	05-26-23	DONNA JONES	ACCOUNT REFUND 64870 LA COSTA CT	50.90		50.90
1000805	05-26-23	DOROTHY SHIPMAN APPLGATE	ACCOUNT REFUND 66041 8TH ST	530.65		530.65
1000806	05-26-23	DOROTHY/IAN NANDLAL	ACCOUNT REFUND 66433 CACTUS DR	184.33		184.33
1000807	05-26-23	DOUG WABISZEWSKI	ACCOUNT REFUND 67455 MONTEREY RD	163.21		163.21
1000808	05-26-23	EDWIN S CARIAS	ACCOUNT REFUND 64051 BAYLOR MOUNTAINS CT	82.00		82.00
1000809	05-26-23	ELIZABETH RODRIGUEZ	ACCOUNT REFUND 16180 AVE MIROLA	10.60		10.60
1000810	05-26-23	ELODIA THIEME	ACCOUNT REFUND 13765 HERMANO WAY	120.00		120.00
1000811	05-26-23	EVELYN MCKENDALL	ACCOUNT REFUND 12362 AMBROSIO DR	58.44		58.44
1000812	05-26-23	FARMER IN THE DALE	ACCOUNT REFUND 66425 PIERSON BLVD	544.22		544.22
1000813	05-26-23	GEORGE W HYSMITH	ACCOUNT REFUND 11635 FOXDALE DR	79.77		79.77
1000814	05-26-23	HENKELS & MCCOY	ACCOUNT REFUND COTTONWOOD & TAMARACK	704.65		704.65
1000815	05-26-23	HOUSTON & HARRIS PCS INC	ACCOUNT REFUND 65810 HACIENDA AVE	637.44		637.44
1000816	05-26-23	JIM FRENCH	ACCOUNT REFUND 16860 LAKESIDE CT	58.65		58.65
1000817	05-26-23	JUAN GUIZAR	ACCOUNT REFUND 68112 VIA DOMINGO	24.11		24.11
1000818	05-26-23	KARLA TORRES	ACCOUNT REFUND 66846 CAHUILLA AVE	229.96		229.96
1000819	05-26-23	LIZETH ARIAS	ACCOUNT REFUND 13700 LA MESA DR	153.53		153.53
1000820	05-26-23	M.C. WILLIAMS	ACCOUNT REFUND 9757 VALENCIA DR	15.38		15.38
1000821	05-26-23	MATTHEW F. RAMOS	ACCOUNT REFUND 66629 JOSEPH WAY "B"	82.00		82.00
1000822	05-26-23	MWM RAIL SERVICE	ACCOUNT REFUND IN FRONT OF CHEVRON	720.02		720.02
1000823	05-26-23	OPENA HOLDINGS, INC.	ACCOUNT REFUND SAN ARDO RD & MESQUITE AVE.	646.01		646.01
1000824	05-26-23	OPENA HOLDINGS, INC.	ACCOUNT REFUND VALPARAISO & MISSION LAKES BLVD.	632.76		632.76
1000825	05-26-23	PEDRO TAPIA	ACCOUNT REFUND 13660 EL RIO LN	36.07		36.07
1000826	05-26-23	PENCE CONSTRUCTION	ACCOUNT REFUND DILLON RD	561.11		561.11
1000827	05-26-23	PETRA CARILLO	ACCOUNT REFUND 66414 1ST ST	50.00		50.00
1000828	05-26-23	POWER GRADE, INC.	ACCOUNT REFUND DIABLO RD S OF POWER PLANT	818.61		818.61
1000829	05-26-23	RENEE FLYNN	ACCOUNT REFUND 55411 LAUREL CREST DR	209.00		209.00
1000830	05-26-23	REPUBLIC PAVEMENT MAINTENANCE	ACCOUNT REFUND 66288 AVE BARONA	720.31		720.31
1000831	05-26-23	RICHARD BENEDETTI	ACCOUNT REFUND 11263 POMELO DR	76.56		76.56
1000832	05-26-23	ROBIN PADICK	ACCOUNT REFUND 10590 AURORA PL	338.61		338.61
1000833	05-26-23	RODELIADO TUMBOKON	ACCOUNT REFUND 11744 EVENING SKY DR	59.39		59.39
1000834	05-26-23	ROSELIA CAMPUZANO	ACCOUNT REFUND 65759 6TH ST	119.29		119.29
1000835	05-26-23	SANDRA MORAYLA	ACCOUNT REFUND 12873 CACTUS DR "B"	38.17		38.17
1000836	05-26-23	SANDY LINDBLOM	ACCOUNT REFUND 11500 AMBROSIO DR	17.53		17.53
1000837	05-26-23	SCOTT MAYS	ACCOUNT REFUND 13400 CUYAMACA DR	33.65		33.65
1000838	05-26-23	SCP II, LLC	ACCOUNT REFUND 15622 AVE MONTEFLORA	9.54		9.54
1000839	05-26-23	SHANNEA FORREST	ACCOUNT REFUND 9471 CAPILAND RD	43.20		43.20
1000840	05-26-23	SHELLY TOMLIN	ACCOUNT REFUND 66938 SAN FELIPE RD	62.53		62.53
1000841	05-26-23	SHERWOOD HOMES	ACCOUNT REFUND 12926 CENTURIAN ST	38.44		38.44
1000842	05-26-23	STATION ELECTRIC INC.	ACCOUNT REFUND DIABLO RD	670.31		670.31
1000843	05-26-23	TAEK HWANG	ACCOUNT REFUND 9151 WARWICK DR	38.79		38.79
1000844	05-26-23	TEENA MACON	ACCOUNT REFUND 66097 ACOMA AVE	30.70		30.70
1000845	05-26-23	TIFFANY CUNNINGHAM	ACCOUNT REFUND 13255 WEST DR	172.00		172.00



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING(S)

**MEETING DATE(S):** JUNE 15 & 19, 2023

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

**FOR:** ACTION  DIRECTION  INFORMATION

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## ACCEPTANCE OF AMENDED GRANT OF EASEMENT DEED FOR PUBLIC WATER UTILITIES EASEMENT, T.T. GROUP, INC. - VINTAGE CAMPER RESORT

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### STAFF RECOMMENDATION

Authorize the General Manager to sign the Certificate of Acceptance, approving and accepting the Amended Grant of Easement Deed from T.T. Group Inc., dated May 24, 2023, for a public water utilities easement, located on APN: 656-050-011, City of Desert Hot Springs, CA.

### SUMMARY

During construction of the Vintage Camper Resort project, both MSWD staff and the contractor discovered the existing water lines servicing two public fire hydrants on the property were not located where previously thought they were. Since construction in 1993, MSWD has maintained the two waterlines. Amending the previous Grant of Easement Deed, dated June 18, 2022, will correct the erroneous easement needed to allow the District to own, operate and maintain the water line and appurtenances in perpetuity.

### ANALYSIS

Recording an easement for the water line provides MSWD with legal right to access the area, and to own, operate and maintain our facilities in perpetuity.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

There is no financial impact signing the Certificate of Acceptance for the Grant of Easement Deed.

### ATTACHMENTS

Grant of Easement Deed  
Certificate of Acceptance

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: ( ) City of \_\_\_\_\_ and County of \_\_\_\_\_.

FOR RECORDER'S USE ONLY

**Affects: APN: 656-050-011**

**GRANT OF EASEMENT DEED**

T.T. Group, Inc., a California Corporation, hereby GRANTS to MISSION SPRINGS WATER DISTRICT, a County Water District and public agency formed pursuant to Water Code §§ 30000 et seq., a non-exclusive Easement to own, operate, and maintain Public Water Utilities over, under and across that certain property in the County of Riverside, State of California, the following described land:

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

Dated this 24th day of May, 2023

T.T. Group, Inc.  
A California Corporation

By: [Signature]  
Jennifer Chen, C.F.O.

NOTARY FOLLOWS



# EXHIBIT "A"

## WATERLINE EASEMENT

TWO STRIPS OF LAND 15.00 FEET IN WIDTH LYING 7.5 FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED LINES:

**COMMENCING** AT THE NORTH ONE-QUARTER CORNER OF SECTION 6, TOWNSHIP 3 SOUTH, RANGE 5 EAST, SAN BERNARDINO BASE AND MERIDIAN.

**THENCE** S 01°26'03" W ALONG THE CENTERLINE OF PALM DRIVE, A DISTANCE OF 1329.47 FEET TO THE INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF PARK LANE, A 30.00 FOOT WIDE STREET;

**THENCE** S 89°50'24" E ALONG THE SOUTH RIGHT-OF-WAY OF PARK LANE, A DISTANCE OF 383.30 FEET TO THE TRUE POINT OF BEGINNING;

**THENCE** S 03°19'09" E A DISTANCE OF 57.44 FEET TO POINT "A";

**THENCE** CONTINUING S 03°19'09" E A DISTANCE OF 211.51 FEET;

**THENCE** S 18°37'14" W A DISTANCE OF 22.65 FEET TO THE TERMINUS.

**INCLUDING:**

**BEGINNING** AT SAID POINT "A"

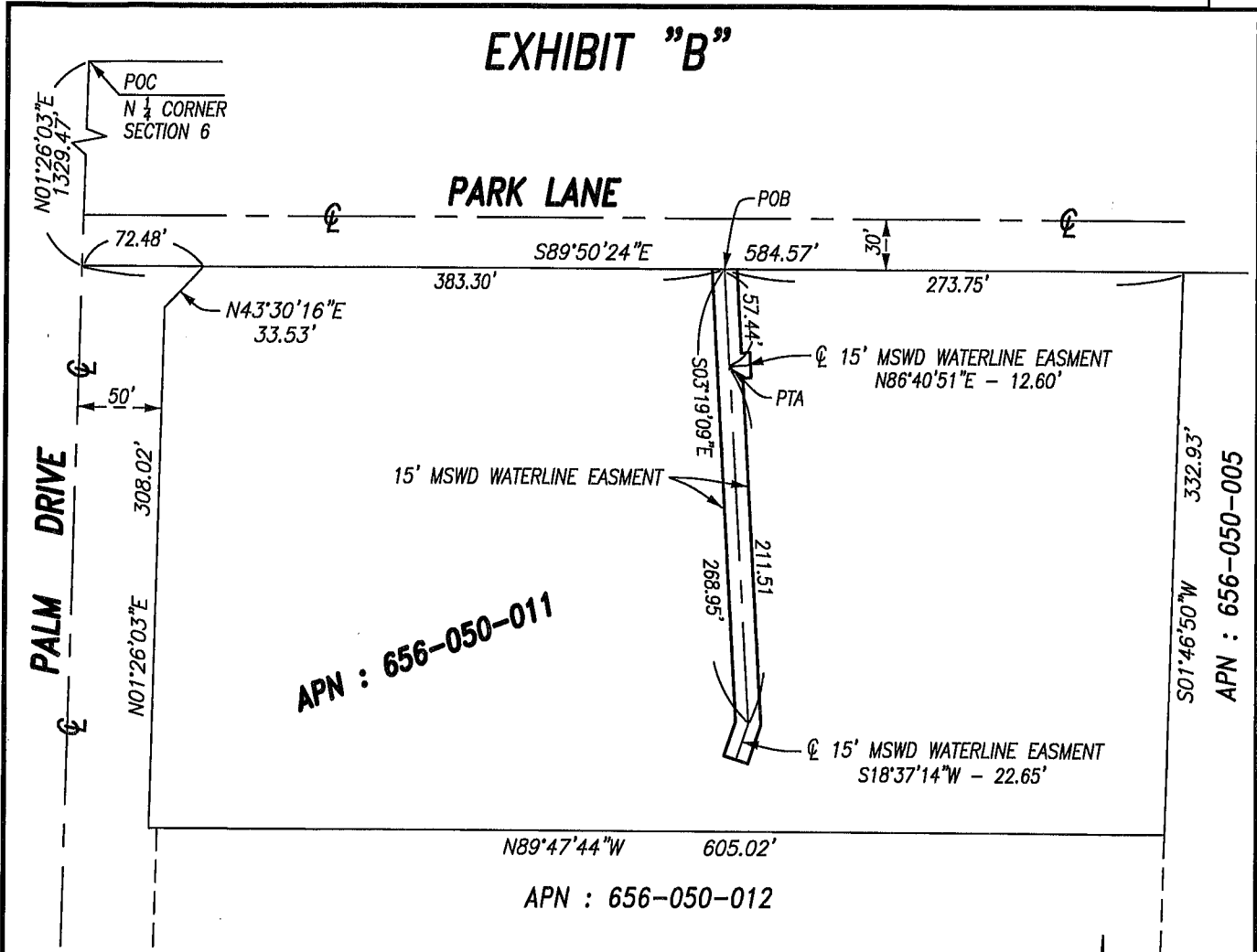
**THENCE** N 86°40'51" E A DISTANCE OF 12.60 FEET TO THE TERMINUS

CONTAINING A TOTAL OF 4669 SQ. FEET, MORE OR LESS

ALL AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF



# EXHIBIT "B"

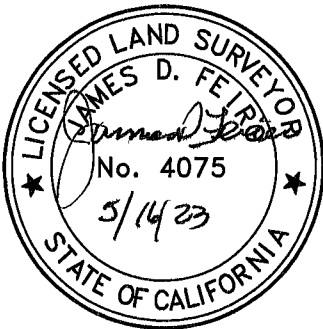


**NOTES:**

THE PROPERTY AS SHOWN IS THAT PORTION OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 6, TOWNSHIP 3 SOUTH, RANGE 5 EAST, SAN BERNARDINO BASE AND MERIDIAN.

EXCEPTING THEREFOR THAT PORTION CONVEYED TO THE CITY OF DESERT HOT SPRINGS BY DOC. RECORDED 5-31-1984 PER INSTR. 116135, O.R.

TOTAL EASEMENT AREA = 4450 sq. ft.



**LEGEND:**

- POC - POINT OF COMMENCEMENT
- POB - POINT OF BEGINNING

	Civil Engineering	7506 Gerald Ford Drive, Suite 3	SHEET NO. 1 OF 1
	Land Surveying	Palm Desert, California 92211	.DWG FILE:
		(760) 346-8015	108t1wle02
	www.feiro.net		LAYOUT:
		© Copyright 2023, Feiro Engineering, Inc.	WL PLAT
	FOR: T. T. Group, Inc. (Aqua Soleil Hotel)		JOB NUMBER:
			108T-001

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

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

State of California )  
County of Santa Clara )

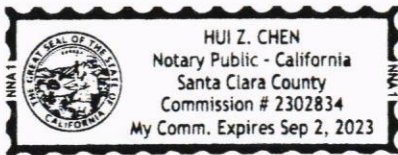
On May 24, 2023 before me, Hui z. Chen, a Notary Public  
Date Here Insert Name and Title of the Officer

personally appeared Jennifer Chen  
Name(s) of Signer(s)

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 [Handwritten Signature]  
Signature of Notary Public

Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: Grant of Easement Deed Document Date: 05/24/2023  
Number of Pages: 3 Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
 Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_  
Signer Is Representing: \_\_\_\_\_

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: ( ) City of \_\_\_\_\_,  
and County of \_\_\_\_\_.

FOR RECORDER'S USE ONLY

**Affects APN: 656-050-011**

**CERTIFICATE OF ACCEPTANCE**

This is to certify that the interest in real property conveyed by this Grant of Easement dated May 24, 2023, hereby acknowledge **T.T Group, Inc.** ("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 \_\_\_\_\_, 2023

**MISSION SPRINGS WATER DISTRICT**

By: \_\_\_\_\_  
Arden Wallum, General Manager

# AGENDA REPORT

REGULAR BOARD MEETING JUNE 15 & 19, 2023

## DIRECTOR REPORTS

### DIRECTOR REPORTS

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

Date	Event	Attendees
5/2	DHS CITY COUNCIL MEETING	MARTIN
5/2	DWA BOARD MEETING	GRIFFITH
5/4	DVBA LEGISLATIVE MEETING	MARTIN
5/4	BIA LEADERSHIP RECEPTION	MAYRHOFEN
5/9	DHS PLANNING COMMISSION	MAYRHOFEN
5/9 – 5/11	ACWA SPRING CONFERENCE	DUFF, MARTIN, GRIFFITH, SEWELL
5/11	DVBA GENERAL MEMBERSHIP LUNCHEON	MAYRHOFEN
5/16	DWA BOARD MEETING	GRIFFITH
5/17	JOINT CHAMBER MIXER	MARTIN, MAYRHOFEN
5/18	COUNTY OVERSIGHT BOARD	MARTIN
5/23	CVWD BOARD MEETING	GRIFFITH
5/23	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
5/24	SAN GORGONIO PASS REGIONAL WATER ALLIANCE MEETING	DUFF
5/25	CVCAN MEETING	DUFF
5/30	DHS PLANNING COMMISSION SPECIAL MEETING	DUFF

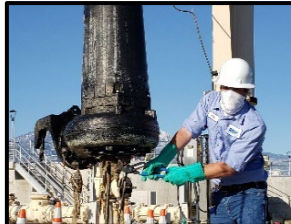
### (OTHER) MEETINGS ATTENDED (\*no daily stipend was claimed)

Date	Event	Attendees
5/4	BIA LEADERSHIP RECEPTION	MARTIN
5/18	DVBA NETWORKING NIGHT	MARTIN
5/22	CABOT'S MUSEUM BOARD MEETING	MARTIN
5/31	PS CHAMBER FOOD WEEK KICK-OFF	DUFF



# General Manager's Report

## June 2023



## Table of Contents

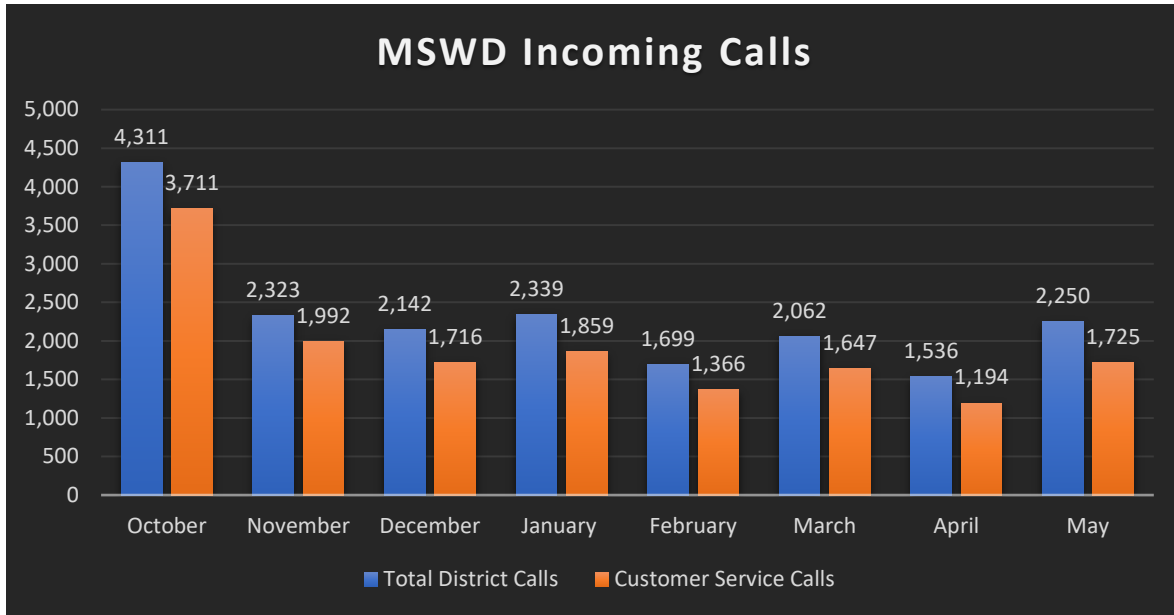
<b>ADMINISTRATION .....</b>	<b>1</b>
Customer Service Department .....	1
Finance and Accounting Department.....	7
Innovation and Technology Department .....	9
Purchasing Department .....	10
<b>ENGINEERING AND OPERATIONS.....</b>	<b>11</b>
Engineering Department.....	11
Operations & Maintenance.....	16
Water Resources .....	29
<b>PUBLIC AFFAIRS.....</b>	<b>30</b>
<b>APPENDIX A – Wastewater and Water Production Tables</b>	
<b>APPENDIX B - Federal Update from Carpi &amp; Clay</b>	
<b>APPENDIX C – California Bond &amp; Bill Information</b>	
<b>APPENDIX D – Public Affairs Information</b>	

# ADMINISTRATION

## Customer Service

### Calls into the Customer Service Department

The District is seeing a consistent decrease in the number of calls in the last six months. The chart below represents total MSWD incoming calls and those received by the Customer Service staff.



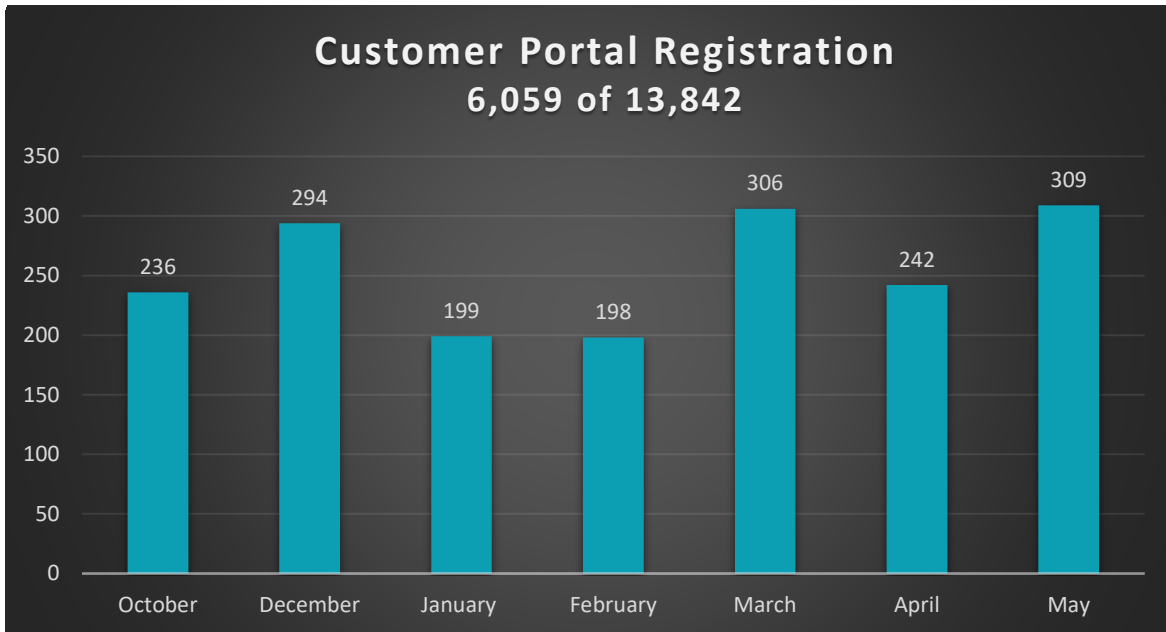
Most calls are related to payment plans, bill assistance information, demand/lien release requests, new property start/stop service, and account balance requests. The table below provides a summary of the number of calls by category received by the Customer Service staff.

Customer Request	Total for May 2023	Monthly Avg. for FY 2023	Total for FY 2023
Water Waste	0	5.70	57
High Bill Calls / Service Line Leaks	3	10.20	112
No Water	2	6.10	67
Disconnections by Request & Non-Pay	235	229.30	2,522
Reconnections by Request & Non-Pay	105	93.60	1,030
Service Transfers	115	88.70	976
New Customer / Roll Over Accounts	152	142.30	1,566
High/Low Pressure	5	5.00	55
Water Quality	2	1.91	21
Other / Miscellaneous	42	83.00	830



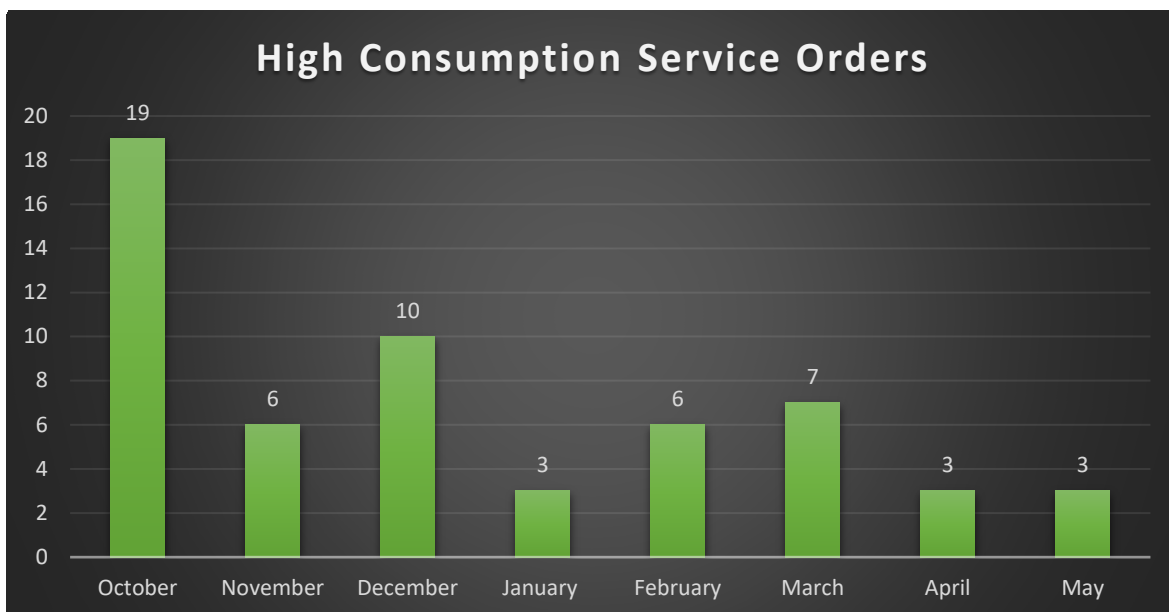
### Customer Portal

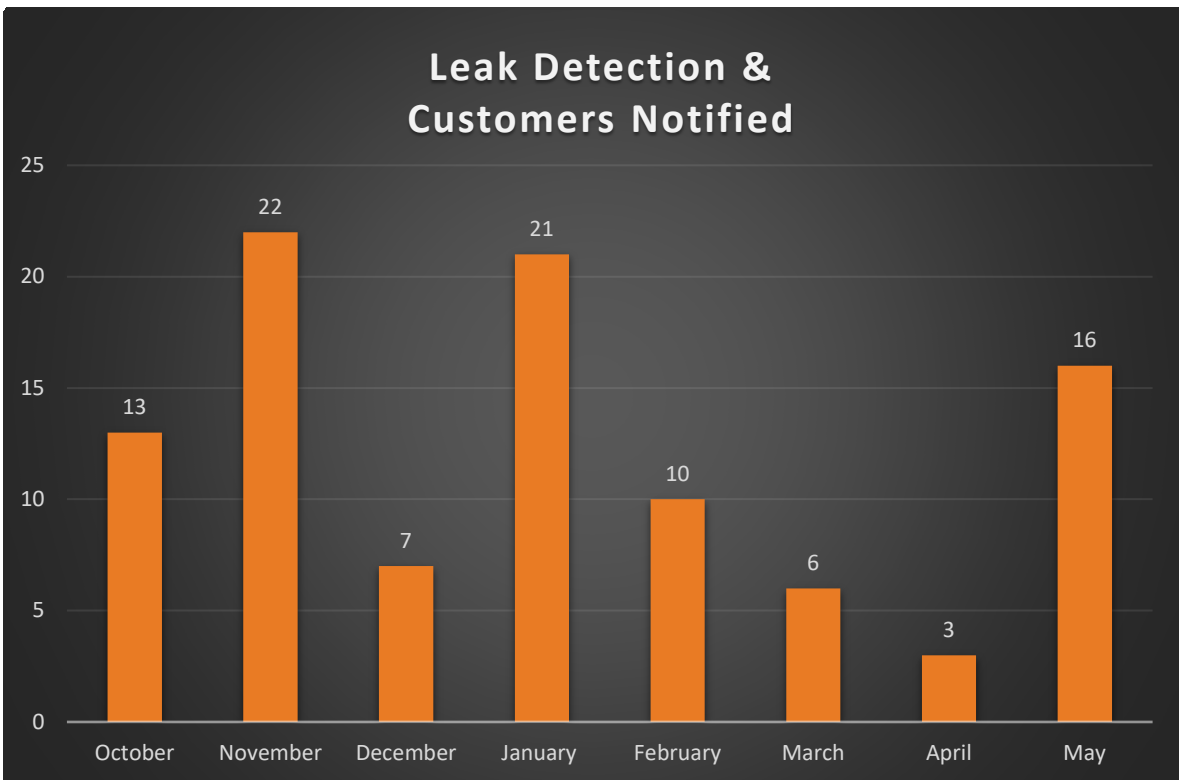
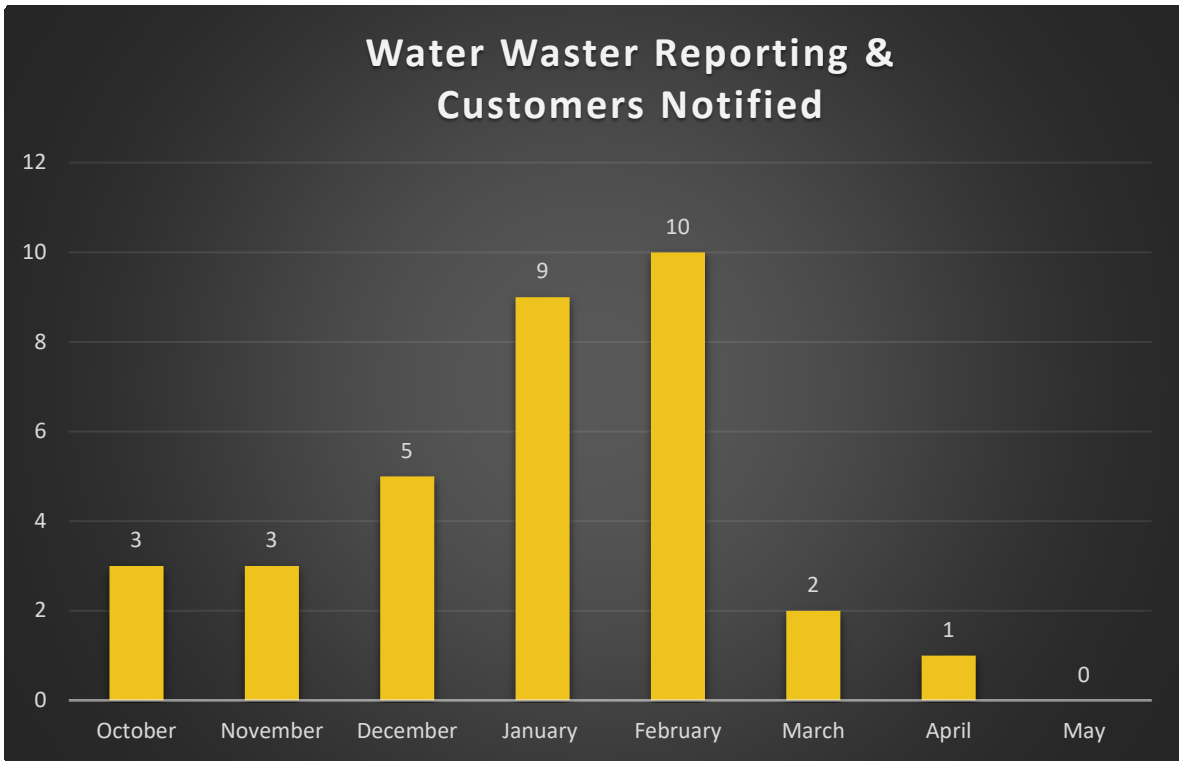
The District has implemented an AMI infrastructure and Neptune 360 portal. All customers are encouraged to sign up for the Customer Portal to access bills and leak alerts. Since launching the portal, customer adoption has reached 44%, or 6,059 customers registered so far.



### 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 13,842 customer accounts by the Customer Service staff.





### Customer Bill Assistance Programs

The District continues to facilitate bill assistance programs for the benefit of its customers.

- MSWD is hosting Utility Assistance Clinics on May 22, 2023, from 9:00am – 12:00pm and June 8, 2023, from 1:00 – 4:00pm. Representatives from Riverside County Community Action Partnership, the United Way, Food Now, and Desert Valley Disposal will be in attendance for on-site program sign-ups and to provide community resources.
- The United Way Customer Bill Assistance Program continues to be utilized by those customers who need assistance 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 up to \$2,000. This program will only run through August 2023 with federal funding.
- LIHWAP 2.0 is a new State funded contract that is not scheduled to begin until October 2023. Once LIHWAP 2.0 begins, previous customers may re-apply and will include customers who are current on their bills and qualify for assistance.
- Beginning March 13, 2023, LIHWAP will now be able to assist customers even if their account does not have an arrearage. When a customer is not past due on their bill, they will receive a base payment ranging between \$200 - \$371. The amount the customer receives will depend on their household size and income.
- United Lift has assisted many customers and has exhausted current funding.

The table below summarizes the results of the customer bill assistance programs administered by the Customer Service staff.

Assistance Program	Customers Assisted in May 2023	Total Assistance in May 2023	Total Assistance in FY 2023
United Way of the Desert	17	\$1,700	\$9,600.00
LIHWAP / CAP Riverside	14	\$12,191.00	\$80,305.00
United Lift	0	\$0.00	\$8,058.96
MSWD Payment Plans Last Month	Previous Month Remaining to be Billed	MSWD Current Customer Payment Plans	Current Balance Remaining to be Billed
117	\$49,395.69	105	\$46,426.56



### 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>2022 – 2023</b> (Year to Date)	4,696	670	1,031	605
<b>2021 – 2022</b> (3/24/22 -6/30/22 due to Covid moratorium end)	1,937	494	378	286
<b>2020 – 2021</b> (Covid moratorium)	0	0	0	0
<b>2019 – 2020</b> (Covid moratorium started 3/9/2020)	7,182	1,760	814	667

### New Online Calendaring System

Need one-on-one assistance with your MSWD account? Skip the line and book an in-person appointment with a customer service representative. English and Spanish-speaking associates are available. Get help with the following:

- New Accounts
- Property Taxes and/or Liens
- Account Review
- And more!

<https://www.mswd.org/page/new-online-calendaring-system>



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

The graphic is a blue banner with the MSWD logo (Mission Springs Water District) on the left. The title "BILL PAY OPTIONS" is in large white letters. Below the title are four panels illustrating payment methods: 1. ONLINE: A woman at a laptop with a computer icon and text "ONLINE MSWD.org/Paperless". 2. BY PHONE: A man on a phone with a phone icon and text "BY PHONE (760) 329-6448". 3. BY MAIL: A woman at a mailbox with a mail icon and text "BY MAIL 66575 Second Street Desert Hot Springs, CA 92240". 4. IN PERSON: A hand dropping a bill into a "NIGHT DROP" box with a hand icon and text "IN PERSON Drop off". At the bottom, "OTHER OPTIONS:" lists Walmart Pay, PayPal, PayNearMe, and "YOUR BANK'S E-PAY PROGRAM".



## Finance and Accounting Department

The Finance and Accounting Department continues to work with its vendors to complete the yearly and necessary tasks to meet State and Federal reporting requirements and the strategic goals established by the MSWD Board of Directors. Below are project highlights and summaries for May 2023.

### **Current Work Priorities**

The accounting team continued to provide documentation and coordinate with TKE Engineering to prepare reimbursement claims to the State for the Regional Water Reclamation Facility grant agreement.

The Long-Range Financial Plan bids have been reviewed and selection has been made. A Kick-off meeting was held on May 30, 2023.

The Finance Department continues to update the procurement policy to meet District needs while ensuring it meets State and Federal laws.

The Accounting Department continues to support other departments as needed.

### Human Resources

- Processed retroactive pay for certification pay increases and merit increases.

### Information Technology

- Continue to evaluate the migration from Unidata to another ERP system.

### Customer Service

- Provided several corrections to customer service for customer accounts.
- Continued to work with Customer Service to update the process for tracking on Fiscal Year 2023-2024 Sewer Fee prepayments with \$184,988 collected through May 2023.

### Public Relations

- Continued to work with Public Relations to answer customer questions related to assessment districts and questions about property tax statements.

### Engineering and Construction and Maintenance

- One new reimbursable job was requested by Engineering.
  - 13597 Little Morongo Road New Sewer Lateral – design and construction of sewer lateral to SFR.

### Budget

Budget transfers in May 2023 amounted to \$201,322 for emergency repairs, maintenance, utility expenses, as well as temporary staff and consulting services.

### Audit

The Fiscal Year 2022-2023 interim audit field request list has been received and accounting has begun the process of gathering documentation.

### Payroll

The Payroll Department continues to work with other departments to ensure timecards are prepared accurately.

### Cash

Total cash receipts for the month of May 2023 amounted to \$5,975,692 with the majority being the property tax collections that include sewer fees placed on the property taxes.

Cash disbursements for the month of May 2023 amounted to \$8,748,542 with the largest payments going to:

- J.F. Shea Construction - \$6,137,206
- Net Payroll - \$285,637
- Desert Water Agency - \$266,225
- US Bank Corporation Trust Services - \$244,775
- L.O. Lynch Quality Wells & Pumps - \$186,410
- TKE Engineering - \$143,465
- Payroll Taxes - \$116,788
- California Public Employees Retirement System - \$103,177
- Costell & Adelson Law Corporation - \$96,352



## Innovation and 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 May 2023.

### **Technology Improvements**

IT has begun the research and planning phase for the Enterprise Resource Planning (ERP) system migration, required preparation for writing a detailed RFP to identify a new system that will meet the District's needs for financials, utility billing, payroll and HR, purchasing, budgeting, and reporting.

IT has been developing custom interfaces based on job responsibilities for the existing ERP system to improve system security and meet audit requirements.

The ESRI Small Utility Enterprise Agreement was signed and the District has begun taking advantage of the new desktop licenses, saving staff time and frustration that came with multiple users sharing one floating license. The next phase will involve the setup of a cloud GIS environment and adoption of an asset management team.

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

Cybersecurity improvements continue to be made to improve District security.

Desktop computers and laptop upgrades continue as needed.

### **On-Going Cyber Security Training**

The IT Department continues the monthly anti-phishing training scenarios with staff and Board members. Staff has been diligent in reporting suspicious emails or contacting the IT Manager for review of suspicious emails before acting.





## 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 \$53,615.51, and the total issued for use by field crews totaled \$46,289.10, for May 2023.



## ENGINEERING AND OPERATIONS

### Engineering Department

Below is a list of Capital Projects and status updates for May 2023.

#### **Well 42 Project**

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

A construction bulletin regarding the electrical system changes was issued.

The contractor is in the process of procuring the well motor, pump assembly, and MCC equipment.

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

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

Staff continued to negotiate with the property owner at the south end of Hildago Street for an easement needed to complete the proposed sewer pipe alignment.

#### **Well 22 Rehabilitation**

The well contractor, L.O. Lynch, continued progress on production test pumping to identify the well pumping capacity. The contractor will be starting the next stage of higher test pumping next week. Further well test pumping is still needed over the next few weeks. The project specifications for the well site improvements (following the test pumping work) are being finalized and will be advertised for construction bids within the next two weeks.

#### **Water and Wastewater System Comprehensive Master Plan Updates**

Staff is in the process of reviewing the draft water and sewer master plans and flow models.

Engineering and Operations staff are evaluating the breadth and depth of the proposed water CIP.

#### **AD-18 GQPP Sewer Project Area “D3-1”**

The California Department of Water Resources (DWR) has approved repurposing the grant funding for this project and combining with other grant funding for the Area D3 construction. Staff has prepared a grant amendment and submitted it to DWR for review and processing.

**AD-18 – GQPP Sewer Project Areas “A” & “G”**

The design consultant, Genterra, continued progress on the 90% construction plans and specifications.

Staff has completed coordination with Mission Lakes Country Club to verify the location and depths of their clubhouse and motel septic systems.

Staff is securing title reports for two easement areas required to complete the projects.

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

Staff has sent a contract extension to the consultant extending the contract term for one year. The consultant submitted revised plans on June 6, 2023, for staff review and approval.

**Supplemental Environmental Project**

Bids were opened on May 18, 2023, with two bids received. After reviewing the bids, staff rejected the bids as they both exceeded the project budget and will narrow the project scope while meeting the requirements of the Colorado Water Basin Supplemental Environmental Project requirements. Staff has prepared an agenda item to update the Board of Directors on the status of the project and the suggested next steps of the project for the June 2023 Board meeting.

**Well 34 Rehabilitation**

Staff is completing the final review of the technical specifications. Staff anticipates bidding the project in the coming weeks.

**Green Day Village Water Supply Assessment and Water Supply Verification**

Staff completed its review of the draft Water Supply Assessment/Water Supply Verification (WAS/WSV) for Green Day Village. Thereafter, the consultant completed the final WSA/WSV. Staff prepared a staff report and placed this project on the June 2023 Board Agenda for approval.

**Request for On-Call Professional General Engineering Services**

During the week of April 3, 2023, the District solicited and received several Statements of Qualifications (SOQs) from interested consultants and vendors for a multitude of service categories (environmental engineering, geotechnical consulting, civil, and design). Staff reviewed and ranked the SOQs, and selected the following firms to contract with:

- Tom Dodson and Associates
- EnviroLogic Resources, Inc.
- Landmark Consultants, Inc.
- Corona Environmental Consulting, LLC
- MSA Consulting, Inc.
- Provost & Pritchard Consulting Group

Staff will present the following consultant to the Board for approval of award:

- TKE Engineering, Inc.

### Request for On-Call Conservation, Landscape Plan Check, and Inspection Services

During the week of April 11, 2023, the District solicited and received several Statements of Qualifications (SOQs) from interested consultants and vendors for conservation, landscape plan check, and inspection services. Staff reviewed and ranked the SOQs and selected Ray Lopez and Associates.

### Regional Water Reclamation Facility

The project team continued processing submittals and responding to RFIs submitted by J.F. Shea Construction.

J.F. Shea Construction continued construction on the Regional Water Reclamation Facility (RWRF). Through the month of May 2023, J.F. Shea Construction:

- Continued installing the operations building exterior panels, insulation, and interior conduits, cable trays, air ducting, etc.,
- Continued progress on forming and pouring of the Influent Pump Station and Headworks walls, channels, and slab, and
- Continued outfitting the SBR tanks and catwalks, hand railings, scum troughs, air piping, etc.





The Project Team continued the process of contacting property owners to acquire right-of-way along 20<sup>th</sup> Avenue to construct the third required monitoring well, to be constructed at a later date.

The Project Team continued to monitor progress on the SRF/Grant funding application with the State Water Resources Control Board (SWRCB). The SWRCB completed its review of the Final Budget Approval. Staff will meet with the SWRCB in the coming weeks to review reimbursement requirements and submit the first reimbursement request prior to June 30, 2023.

#### **Regional Water Reclamation Facility Conveyance Line**

Staff and the consultant, TKE Engineering, continue to coordinate with the CVCC on the final grant deed for an easement along Little Morongo Road. The grant deed is on the June CVCC Agenda for approval, Thereafter, it will brought to MSWD's Board for approval in July 2023.

The project team continued processing submittals and responding to RFIs submitted by Downing Construction, Inc.

Downing Construction received their encroachment permits from the City of Desert Hot Springs and County of Riverside.

Downing Construction completed the potholing and began construction of the gravity sewer along Little Morongo Road.

#### **Area M2 Sewer Collection System (AD-15)**

Staff has completed checking the draft design package and will be returning it to the design consultant, AECOM, to finalize in the coming weeks.

The Project Team is working with the design consultant to incorporate water service replacements throughout the project area.

#### **RWRF Roadway Design (19<sup>th</sup> Avenue, Little Morongo Road, and 20<sup>th</sup> Avenue)**

The design consultant, TKE Engineering, completed the roadway geometric design. The geometric design will be submitted to the City of Desert Hot Springs for approval in the coming weeks.



## Operations & Maintenance

### **Construction & Maintenance**

#### Water Line Locations

Staff completed approximately 577 water line location requests. Staff continued to use iPads with the GeoViewer Mobile app to streamline and manage line locations.



#### Water System Repairs/Replacement

Staff replaced 12 water service lines with copper, repaired 14 service line leaks, repaired seven mainline leaks, and replaced one fire hydrant.



#### Water System Maintenance

Staff continued to implement preventative maintenance and inspection programs keeping the water distribution system in optimum working order and properly functioning without any interruption. Below is a summary of the maintenance completed in May 2023.

- 278 ground valves were exercised,
- 108 fire hydrants were flushed, maintained, and painted,
- No air-release valves were inspected and/or rebuilt,
- No Cla-Val valves were inspected,
- One blow-off was flushed. The annual maintenance program is now completed for this year.



### Street/Asphalt Repair (City/County)

The District's contractor, B-81, continued efforts to finalize permanent asphalt repairs from leaks and scheduled work throughout the District. Staff plans to extend the contract for another year (FY 2023-2024). The current contract was approved by the Board in June 2022 for one year with the option to extend/renew for a total of three years.

### Annual Uniform Service

The current contract for annual uniform services expires June 30, 2023. The service includes pants and shirts for field staff, carpet floor mats, and shop towels. Staff received bids from three companies ranging from \$17,247.36 to \$23,295.61 per year, with the lowest bidder being Aramark Uniform Services (our current uniform provider). Staff intends to execute a three-year contract (2023-2026) in June 2023.

### CMMS Workorder Program

A total of 40 work orders were processed in May 2023 using the CMMS program.

### New Water Meter Service Installation

Staff installed 10 new water service lines in May 2023.

### Fire Flow Testing

Staff continues performing field fire flow tests for the Engineering Department. 17 fire flow tests were conducted in May 2023.

## **Fleet and Facility Maintenance**

### Janitorial Services

All District buildings continue to be cleaned and disinfected weekly, Tuesday through Friday, by our janitorial company. Routine disinfection is completed four times per week and routine janitorial services are completed twice a week (Wednesday and Friday). The District requested bids for annual janitorial services for FY 2023-24. On May 11, 2023, seven bids were received ranging from \$37,856.00 to \$166,055.00, with the lowest bid being Eternal Love, LLC (our current janitorial contractor). Staff plans to issue a one-year contract to Eternal Love, LLC for FY 2023-24 with the option to extend it for two additional annual contracts. The contract amount for FY 2024-25 and 2025-26 will be approximately \$38,000.00 each year.

### Building Maintenance

Staff completed the following building maintenance during the month of May 2023:

- Replaced both wheels on the Corporate Yard gate,
- Performed abatement of pigeon nests at the Administration Building carport,
- Replaced the clip and flags on the flagpole at the Administration Building,
- Replaced the truss support for the bell at the Administration Building,



- Replaced the doorstop on the Administration Building rear door,
- Repaired and re-hung the supply line for the swamp coolers to the shop building at the Corporate Yard, and replaced the supply line brackets to the swamp cooler for the Stores building,
- Repainted all bollards at the Corporate Yard and Administration Building,
- Installed a peep hole on the Annex Building front door for security purposes,
- Replaced the light switch and vent fan in the Corporate Yard shop bathroom,
- Replaced the failed air hose in the Corporate Yard shop,
- Repaired the door hinge/latch on the door to the Archive Room,
- Drained the shop air compressor, and
- Put all ground swamp coolers in service at the Corporate Yard.

#### Standby Generator Monthly Maintenance Program

This testing ensures the generators are in good working order and ready to be used when needed. There were no generator issues in May 2023, however, the 230KW Cummins portable generator remains out of service.

#### Fleet Maintenance/Repairs

- Sight glass replaced on the hydraulic pump housing on Unit 385,
- Blower motor resistor replaced on Unit 365,
- Oil change performed, oil pan leak tightened, both rear taillights replaced, as well as left rear brake magnet, a leaking hydraulic fitting, drive belts, and suction hoses for Gapvax replaced on Unit 117,
- Trailer plug replaced on Unit 399,
- Both taillights and reverse light bulbs replaced on Unit 391,
- Recall performed on Unit 414,
- Holes plugged in right front tire on Unit 418, left front tire on Unit 421, and right rear tire on Unit 432,
- Preventative maintenance performed on Units 400, 401, 409, 420, and 429,
- Front rotors and pads replaced on Unit 388, and
- Underbody skid panel replaced on Unit 402.

#### **Wastewater Collections**

##### Sanitary Sewer Overflows (SSOs)

There were no Sanitary Sewer Overflows (SSOs) in the collection system during May 2023.

##### Dos Palmas Lift Station

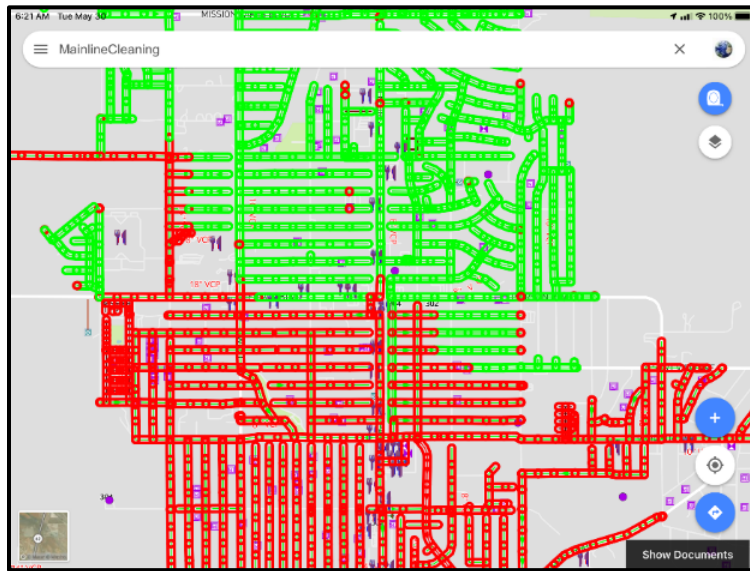
There were no problems at the Dos Palmas lift station. Operators conducted daily site visits checking for proper pump operation, ensuring the SCADA system is working properly, and checking site security. Staff is waiting for the replacement flow meter.

### Sewer Line Locations

Staff completed 568 sewer line location requests. Staff continues to use iPads with the GeoViewer mobile application to streamline and manage line locations.

### Sewer Line/Collections Maintenance

- Staff completed one inspection using CCTV in May 2023,
- Staff cleaned approximately 16.67 miles of sewer mainline in May 2023.



- Staff vacuumed out rags and grease from the Dos Palmas Lift Station and from the outfall box on Aeration Tanks 4 and 5. Staff also vacuumed out three sludge beds and two scum beds at the Desert Crest Wastewater Treatment Plant (WWTP).



## Wastewater Treatment

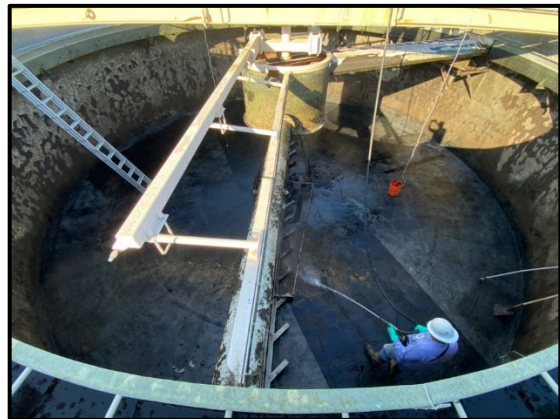
### Plant Maintenance

Staff spent a combined 558-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest WWTPs. Also, during this timeframe staff spent 172-man hours operating the sludge belt filter press, including filling and removing 19 trailers of sludge from the Horton and Desert Crest WWTPs. A three-year sludge hauling contract with Ecology Auto Parts was approved by the Board in May 2023. The new contract will replace the contract for interim hauling services with Ecology.

Staff replaced Effluent Pump 4 due to a blown internal seal. The pump is now back in normal operation. This pump provides recycled plant effluent to be used as plant water for equipment and tank washdowns.



One of the speed reducers that drive Clarifier 3 failed and needed to be replaced. Staff is working with Nord to locate a new gearbox as a replacement. Until then, staff has isolated flow away from Aeration Tank 3 and sending it to Aeration Tanks 1, 2, 4, and 5. Aeration Tanks 4 and 5 are taking most of the flow.



### Sampling and Laboratory

Staff collected 55 samples and spent 82.5-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both wastewater treatment plants are producing an effluent that meets the District's permit discharge requirement. Staff continues to sample for a nitrogen study that the Horton WWTP is currently going through.



Staff continued to perform monthly groundwater sampling and sound water levels at the groundwater monitoring wells for the Wright RWRf.

### Pond Maintenance

Staff cleaned and rehabilitated Ponds 1, 2, 3, 4, 5, 6, 7, and 8 in May 2023. Ponds 3 and 7 were cleaned twice.



### Weekly Wastewater Training

Staff continues to conduct a weekly department “Wastewater Training” program. These trainings are intended to provide all operators with consistent knowledge and a better understanding of processes, including operating equipment in a more proficient manner. This training also aids in keeping operators safe when completing maintenance. This month’s training included:

- Injuries on the Job, Where Do I Go?
- Grit and Rag Disposal
- Lift Station Transfer Switch
- Clarifier 3 Draining for Emergencies



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

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	4	18	8	7	9	51	2
Aug.	26	20	4	1	8	53	2
Sep.	20	20	5	2	12	8	11
Oct.	13	36	9	4	8	12	4
Nov.	8	29	50	10	9	7	7
Dec.	8	12	9	3	3	64	1
Jan.	35	14	21	7	1	16	8
Feb.	4	7	23	5	1	42	0
Mar.	24	17	48	1	0	23	5
Apr.	16	7	18	3	3	15	30
May	9	16	17	11	3	20	45
June		2	21	7	3	6	70
<b>Annual Total</b>	<b>167</b>	<b>198</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>	<b>185</b>

Additional sanitary service connection information is provided in Appendix A.

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

Monthly Wastewater Flows

<b>WASTEWATER FLOW MGD</b>				
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
Aug.	2.007484	2.156507	0.043378	0.051750
Sep.	2.085598	2.243680	0.042339	0.047130
Oct.	1.980283	2.266199	0.045616	0.052230
Nov.	1.966075	2.124845	0.045861	0.050330
Dec.	1.963779	2.145901	0.041817	0.050300
Jan.	1.954007	2.142796	0.043181	0.048220
Feb.	1.917610	2.093768	0.041724	0.056170
Mar.	1.977725	2.134190	0.042863	0.047530
Apr.	2.047194	2.217048	0.037373	0.047160
May	1.977976	2.188987	0.040162	0.059330
June				

Additional wastewater flow information is provided in Appendix A.

## Water Production

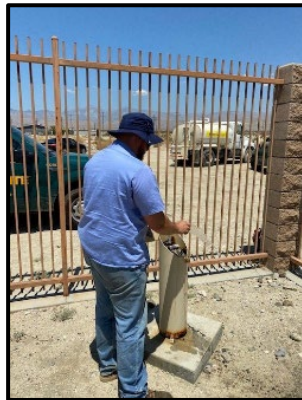
### Water Pumped/Produced

During the month of May 2023, the District's three public water systems produced the following quantity of water:

- MSWD (CA3310008) – 698.66 Acre Feet (227.66 MG)
- Palm Springs Crest (CA3310081) – 16.15 Acre Feet (5.26 MG)
- West Palm Springs Village (CA3310078) – 10.19 Acre Feet (3.32 MG)

### Water Sampling/Testing

- Staff collected 64 routine bacteriological (Bac-T) samples and 17 general physical samples in May 2023 (total of all three systems).
- The monthly uranium sampling at Well 26A was completed on May 2, 2023.
- Well 33 was sampled for its Annual Nitrate testing on May 24, 2023. The result was non-detect.
- Well 33 has been offline for rehabilitation. The well has been sampled multiple times attempting to get a passing BacT sample. A passing sample was finally received on June 1, 2023, and the well will be sampled again on June 5, 2023, for further confirmation.
- The MSWD Monthly Coliform Monitoring Report for May 2023 was sent to the SWRCB on June 9, 2023.



### Chlorination System Updates

- Staff continued to conduct routine chlorine pump maintenance and inspections at all well sites, making necessary adjustments to all chlorine pumps and/or their related equipment, ensuring proper operation and repairing/rebuilding as needed. All chlorinators were functioning properly in May 2023, with only typical preventative maintenance required for these pumps. Staff has begun cleaning all chlorinators twice monthly with a vinegar like solution to reduce chlorinator issues.
- The Chlorine Tank at Well 32 was cleaned out on May 31, 2023.
- During the month of May 2023, a total of 1,427 gallons of chlorine (12.5% solution strength) was injected into the distribution system at the production facilities. (Reflects usage in Desert Hot Springs and ID-E systems)

- During the month of May 2023, the Production staff checked and documented the chlorine residuals at all the wells that are in-use a total of 220 times. The average chlorine residual of these 220 readings was 0.81 ppm. (Reflects data in Desert Hot Springs and ID-E systems)
- Staff performed monthly maintenance for the analyzer located at the Valley View Reservoir. Staff changed the reagents and cleaned the analyzer sample cell on May 31, 2023.
- During the month of May 2023, the Production staff checked and documented the chlorine residuals throughout the distribution system a total of 110 times. The average chlorine residual of these 110 readings was 0.71 ppm. (Reflects data in Desert Hot Springs and ID-E systems)



### Well Soundings

Staff continued to sound the groundwater levels for 13 production wells and nine monitoring wells. Staff completed the soundings in ID-E by May 5, 2023, and the soundings in Desert Hot Springs were completed by May 30, 2023.





### Production Facility Updates

Staff continued to oversee all water production sites making necessary adjustments. Staff routinely climbs reservoirs and conducts monthly overflow maintenance as needed. Staff also conducts reservoir roof inspections using a drone.

- Well 22 Rehabilitation – The contractor, L.O. Lynch, gave a target completion date by the end of June 2023.
  - Both the mechanical and chemical rehabilitation methods have been completed.
  - The test pumping was performed during the first couple of weeks in May 2023. The test pumping provided the important information regarding the possible yield capacity of this well. A maximum flow rate of approximately 1,290 gpm was achieved with a drawdown rate of less than 10 feet.
  - The test pump and motor was pulled during the last week of May 2023 (approved change order). A larger pump and motor will be installed during the first week of June 2023 with hopes of achieving a capacity of greater than approximately 2,200 gpm.
- Well 33 Rehabilitation – The well was sampled multiple times for BacT with hopes of receiving a passing result. After a few failed attempts and repeated disinfection efforts, staff finally received a passing result for a sample that was collected on June 1, 2023. Staff will sample the well again on June 5, 2023 to confirm these previous results. Staff hopes to have this site back online no later than mid-June 2023.
- Terrace Booster Station – Terrace Booster 1 was pulled on March 7, 2023, for repairs. The contractor, L.O. Lynch, is anticipating completion during the first couple weeks of April 2023. Once Booster 1 is replaced, staff will move onto repairing Booster 2. So far, Booster 1, 3, and 4 have been repaired. Boosters 2, 5, and 6 remain. The contractor was having issues resolving a flange leak at Booster 1. This has since been corrected and the booster is now back in operation.
- Gateway Fire Pump Monthly Testing – Staff performed the monthly fire pump testing during the month of May 2023. Staff began using a temporary construction meter (TCM) when performing monthly pump testing. The use of the TCM will help ensure greater accuracy of water loss during these monthly exercises.
- Terrace Level Transmitter Wiring – Staff replaced the conduit and wiring for the level transmitter. The previous conduit was highly corroded and had exposed wiring.
- Terrace Site Cleanup – Using a pressure washer and other cleaning tools, staff cleaned the Terrace Booster Station. Additionally, staff made improvements to the water drains for each booster pump to help prevent that water building on the booster pumps cement pad.
- Well 29 Chlorine Room Improvements – Staff started the installation of the electrical conduit/wiring for the new chlorine room at Well 29. These improvements will allow for greater automation of our chloring monitoring and dosing. Additionally, the chlorine storage tank will be fitted with a level transmitter so that

staff can track/log chlorine usage via SCADA. Staff anticipates completion of this project during the month of June 2023.

- Well 26A Production Meter – Staff performed electrical troubleshooting on the production meter. Staff found electrical noint on the 4-20 mA signal wire. Staff is ordering a ground loop isolator device to install as a correction of the issue.
- Well 32 Bypass Contactor – During regular site visits, staff found the bypass contactor at Well 32 to be very noisy. This is possibly due to worn/pitted contact surfaces that need to be replaced/repared. Additionally, some hot spots were measured on some of the MCC wiring. OnPower was contacted to perform this repair and staff expects this repair to be completed during the first week of June 2023.
- Vista Reservoir Hydro-Pneumatic Tank – The pressure tank at the Vista Reservoir was filled with air by staff on May 18, 2023.

#### Landscaping Update

Staff continued to oversee the landscape contract with Urban Habitat for 36 sites throughout the District. This service went out to bid for FY 2023-24 during the month of May 2023. Staff received four bids for annual landscape maintenance and will be bringing the contract to the Board for approval in June 2023.

#### Well 33 Solar Site

A major component of the Well 33 electrical switchgear was replaced by the solar contractor during the month of May 2023. This replacement was necessary to restore the site to normal operation.



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

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18
July	6	18	7	4	5	7
August	28	19	6	10	5	3
September	22	23	18	2	14	4
October	16	33	13	3	21	8
November	10	27	10	16	4	0
December	9	9	2	17	3	3
January	26	14	15	6	3	20
February	14	8	13	8	5	11
March	29	19	16	2	3	6
April	24	6	11	1	3	7
May	16	19	15	12	5	11
June		1	24	11	2	8
<b>Annual Total</b>	<b>200</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>
<b>Avg./ Mo.</b>	<b>16.67</b>	<b>16.33</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>

Additional water service connection information is provided in Appendix A.

As expected, the new water services increase the amount of water needed to be pumped; however, the weather and water conservation continue to be the primary factor in MSWD water production. The following table summarizes the MSWD water production for each month.

Monthly Water Production

	FY 2022/23	Variance from prior year		FY 2021/22	FY 2020/21	FY 2019/20	FY 2018/19
	AF	AF	%	AF	AF	AF	AF
July	751.79	-44.78	-5.6%	796.57	857.77	853.23	857.20
August	850.19	10.26	1.2%	839.93	885.31	795.18	806.47
September	716.03	-22.62	-3.1%	738.65	784.80	757.08	689.47
October	691.98	26.80	4.0%	665.18	755.84	709.39	709.81
November	599.39	-80.46	-11.8%	679.85	690.13	619.87	631.75
December	554.27	-11.21	-2.0%	565.48	588.32	537.23	502.16
January	530.39	-49.89	-8.6%	580.28	537.96	553.20	570.20
February	490.41	-36.93	-7.0%	527.34	495.61	520.85	415.49
March	500.37	-101.07	-16.8%	601.44	625.80	557.73	490.92
April	552.34	-71.73	-11.5%	624.07	649.34	573.02	635.08
May	725.00	-20.36	-2.7%	745.36	723.62	698.99	598.36
June		0.00	0.0%	730.02	761.63	806.02	710.39
<b>TOTAL</b>		<b>-401.99</b>	<b>-5.5%</b>	<b>8094.17</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>

Additional water production information is provided in Appendix A.

## Water Resources

Below is a list of water resources related activities for May 2023:

### **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.

Mayoma Dunes Water Company has reached out to join the CVRWVG. The CVRWVG will be processing the request in the coming weeks.

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

The 2022 Alternative Plan Update for the Mission Creek Subbasin is still with the California Department of Water Resources (DWR) for review, however, DWR doesn't anticipate completing reviews of alternative plans until 2024.

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

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

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

The 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 2024.

### **Salt and Nutrient Management Planning**

Staff attended the Technical Advisory Committee meeting on May 3, 2023, and the monthly Steering Committee meeting on May 24, 2023, for the Coachella Valley Salt and Nutrient Management Plan (CV SNMP) Update.



## PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

### Past and Upcoming Sponsorships / Events

#### Desert Hot Springs REAL Academy Tour: May 5, 2023

On May 5, 2023, MSWD and TKE Engineering hosted a group of Desert Hot Springs Real Academy students at the new Nancy Wright Regional Water Reclamation Facility job site.



The student interviewed staff about the plant and its impact on the future of our water quality, supply/conservation needs, and how it fits into the water sustainability of our region. Students also learned about potential jobs in the water industry, many of which they had never heard of.

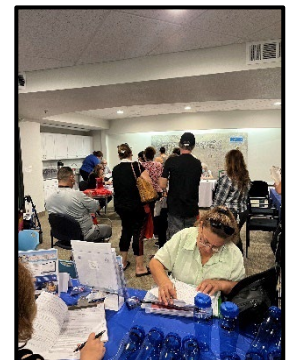
#### MSWD Blood Drive: May 10, 2023

Recognizing the continued need in our community, MSWD once again partnered with LifeStream to host an employee/community blood drive. More than 20 pints of live-saving blood were collected during the event.



#### Utility Assistance Clinic: May 22, 2023

During the first Utility Assistance Clinic, representatives from Riverside County Community Action Partnership, the United Way, and FoodNow provided on-site program sign-ups and community resources to more than 100 residents. Very successful with standing room only for much of the time, Riverside CAP reported that more than 30 families completed the LIHWAP application, and many more took forms and information home with them. A second clinic is planned for June 8, 2023.



#### Career Day at Painted Hills Middle School: May 24, 2023

Students at Painted Hills Middle School learned about the source of their award-winning tap water and what it takes to get it to their homes during a special career day held at Painted Hills Middle School on May 24, 2023. Students had fun playing cornhole and learning about their water provider.



28<sup>th</sup> Annual Desert Hot Springs Elks Lodge Charity Golf Tournament: May 20, 2023

MSWD was a proud sponsor of the Desert Hot Springs Elks Lodge 28<sup>th</sup> Annual Charity Golf Tournament. The tournament offers a unique opportunity to contribute to the local Elks Lodge's charitable initiatives, which focus on helping disadvantaged individuals and promoting community development.

Water 101: May 25, 2023

MSWD hosted its third Spring Water 101 presentation at the Desert Hot Springs Library. The first session featured the MSWD water delivery system. The second featured the wastewater system, and the third covered finance, rate-making, and customer service. A fourth session is scheduled for June 22, 2023, and includes regional planning and collaboration information.

Desert Hot Spring High School Graduation: June 2, 2023

As part of our support of Desert Springs High School, MSWD provided bottled water to more than 300 graduates and their families during the 2023 High School Graduation ceremony held on June 2, 2023. A special congratulatory banner hung near the entrance to the field.

Desert Hot Springs Little League Closing Ceremonies: June 4, 2023

MSWD's sponsored team, the Aces, was part of the Desert Hot Springs Little League Ceremonies held on June 4, 2023. The annual event draws families and participants from throughout the City, and sponsoring organizations, like MSWD, are recognized for their support.

**Upcoming Sponsorships / Events**Utility Assistance Clinic: June 8, 2023

Representatives from Riverside County Action Partnership, the United Way, FoodNow, and Desert Valley Disposal will be in attendance for on-site program sign-ups and to provide community resources and support. Customers can qualify for as much as \$2,000 in financial support for their water or wastewater service.

Desert Hot Springs Rotary Community Appreciation Day: June 9, 2023 (part of Friday Nights on Pierson)

MSWD proudly sponsors the Rotary's Annual Community Appreciation Day festivities. Generally held at the Furbee Aquatic Center, this year's event is during the popular Friday Nights on Pierson. The first 200 families will receive a bag of community resource information and a \$20 voucher good for produce from Farmer in the Dale, who will have a special booth at the event.



Water 101: June 22, 2023, 6:00 – 7:00 p.m.

MSWD will host its fourth and final Spring Water 101 presentation at the Desert Hot Spring Library. The first session featured the MSWD water delivery system, the second featured the wastewater system, and the third covered finance, rate-making, and customer service. This last session will feature information on regional planning and collaboration.

Water Efficiency Workshop with Burt Boss: July 20, 2023, 6:00 – 7:00 p.m.

MSWD's July Water Efficiency Workshop will feature UCCE Master Gardener Burt Boss, who will share his experiences and techniques for creating a desert oasis using water-efficient irrigation and landscaping techniques. The July 2023 workshop will focus on efficient practices related to Citrus Trees.

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

**Public & Media Outreach**

LIHWAP Utility Assistance Clinics

AS noted in the upcoming events, MSWD is hosting free Utility Assistance Clinics in both May and June 2023. Representatives from Riverside County Community Action Partnership, the United Way, FoodNow, and Desert Valley Disposal will be in attendance for on-site program sign-ups and to provide community resources. We are promoting the clinics with paid and unpaid social media posts, flyers, e-blasts, and pre-recorded automated phone calls to customers currently delinquent on their accounts. Programs and services being promoted at the clinics include:

- United Way Help2Others Bill Assistance Program continues to be utilized by customers who need financial assistance annually.

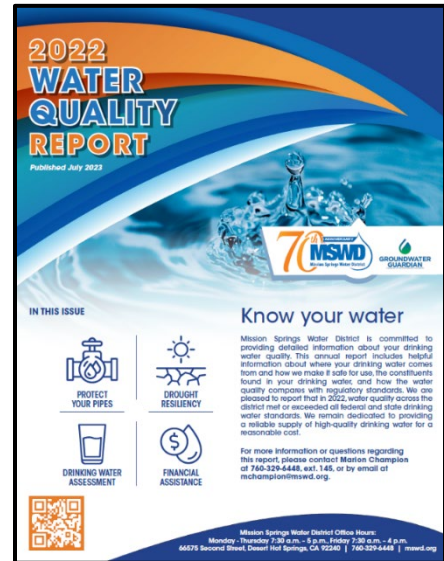


- LIHWAP Care Program provide customers with a one-time payment toward their water and/or sewer bill of up to \$2,000.
- FoodNow, which provides free food and other food-related resources.
- Desert Valley Disposal is continuing to partner with the District to spread the word about proper food disposal procedures.

2022 Water Quality Report

As part of MSWD’s compliance with state water regulations, the District annually publishes a Consumer Confidence Report on water quality. The report provides source water analysis, performance on water quality standards, and other information regarding the quality of our water supply. The Water Quality Report will be mailed to customers by July 1, 2023. It is also available for download in English and Spanish on our website. In addition to water testing/quality information, MSWD’s Water Quality Report also features the following:

- Construction update on the Nancy Wright Regional Water Reclamation Facility
- MSWD 70<sup>th</sup> Anniversary and history information
- Drought/Conservation update
- Water 101/Water Efficiency Gardening Workshops
- Protect Your Pipes information
- Groundwater Guardian and School opportunities
- Bill Assistance options
- How to sign-up for the Customer Connect Portal
- And more



Desert Hot Springs High School REAL Academy Sponsorship

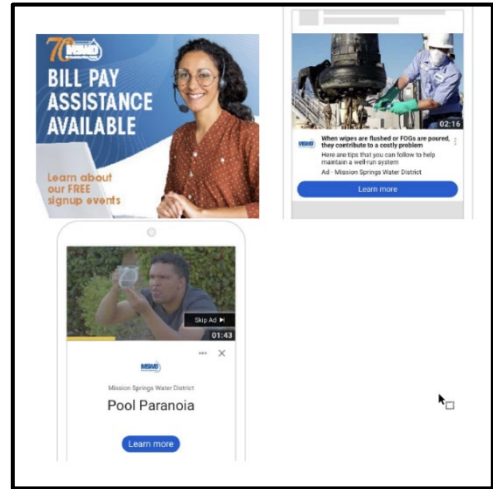
As part of our Desert Hot Springs High School REAL Academy sponsorship, students participated in a three-day competition with eight other Inland Empire high schools. The event included a solar-powered boat competition and the development of a water conservation Public Service Announcement. While the Desert Hot Springs team did not win, they learned valuable water and renewable resources information.





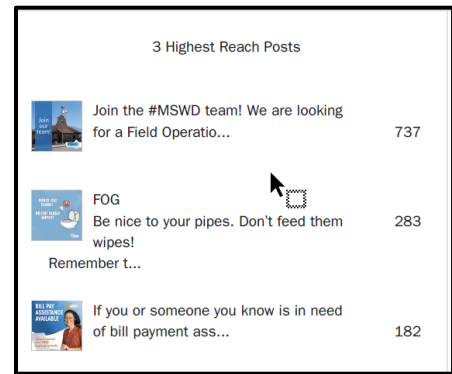
MSWD Digital Advertising

The District featured three Google and Facebook/Instagram ads promoting our Protect Your Pipes campaign and Pool Paranoia videos. We also promoted the Utility Assistance Clinics. Our Google campaign garnered more than 110,000 impressions and 888 link clicks. Our Facebook ads garnered almost 68,000 impressions and 349 link clicks. A full report is included in Appendix D.



Social Media

A copy of the May 2023 social media report can be found in Appendix D. This report highlights activities and posts on the District's social media platforms. Across all platforms, total impressions were 70,933. Our three posts with the highest reach were a job posting for a new Field Operations Technician, a Protect Your Pipes post, and one of the Utility Assistance Clinic posts.



CV Water Counts

Pageviews to the CV Water Counts website were up from April a little more than 6%, with users viewing more than 5,400 pages on the website during the month. There were more than 308,000 Ad impressions (Banner, Search, and Video) through Google during the month and more than 84,000 more on Facebook and Instagram. A full report is included in Appendix D.



Legislative Update

Federal

During May 2023, Congress began to focus on the FY 2024 appropriations bills. Toward the end of the month, several House Appropriations Subcommittees began working on their FY 2024 appropriations bills. The House Appropriations Committee was scheduled to begin considering bills last week, but those markups were postponed due to the ongoing negotiations related to the debt ceiling. Looking ahead to June 2023, it is anticipated that both the House and the Senate Appropriations Committee will move their bills through the Committees. If Congress passes the debt limit legislation, the top-line funding levels for the twelve FY 2024 appropriations bills will be set.

Earlier this month, the Department of the Interior announced that Arizona, California, and Nevada had reached a deal to conserve at least 3 million acre-feet of Colorado River Water by the end of 2026. To reach the desired savings by the end of 2026, the three states propose to conserve at least 1.5 million acre-feet by the end of 2024. The federal government will also commit to providing \$1.2 billion in federal funding. Appendix B contains a copy of the full Federal report for more information.

### California

As discussed during the May 2023 General Manager's Update, four proposed climate, flood, and water resources bond measures could be (combined/amended) on the State ballots next year. Article XVI of the California Constitution requires measures authorizing general obligation bonds to specify the object or work to be funded by the bonds and further requires a bond act to be approved by a 2/3 vote of each House of the Legislature and a majority of the voters. Polling indicates strong public support for a \$15-\$18 million ballot measure. All four measures were approved and advanced to the other chamber before the June 2, 2023, deadline. Associations, such as ACWA, the California Groundwater Coalition, and WaterReuse California, will continue to advocate for their respective funding pots.

Appendix C includes a brief overview of the four proposed bond measures and a copy of our MSWD Bill Tracking report.

### **Rebates & Conservation**

The Public Affairs team continued to promote rebates and conservation throughout our service territory during May 2023.

#### Toilet Rebates

Staff received one toilet rebate application in May 2023, and have funded 50 toilets since July 2022.

#### Turf Rebates

Staff funded one turf rebate package in May 2023, totaling \$80,815.50 for Mission Lakes Country Club, and have one pending application totaling \$1,500.

#### Conservation Kits

Staff did not receive any new requests for Conservation Kits in May 2023; however, we have sent out 73 kits since July 2022.

Bottled Water Tracking Report

**Water Donations for May 2023**

Date Supplied	Requests Filled	Event or Purpose	# Cases Requested
5/1/2023	PSUSD	Visually Impaired-Rashad	1
5/1/2023	Desert Regional Medical Ctr- DPMG & PSUSD	Student Physicals/ Vaccination Clinic	10
5/2/2023	DHS High School	Health Office-Type 1 diabetic student & other medical needs	10
5/9/2023	City of DHS	Council/Commission Meetings/Walk-in Guest	25
5/11/2023	DHSHS College & Career Specialist	2023 Senior Awards & Scholarship Night	5
5/18/2023	Bella Vista Elem. School	Early Act Club Meeting	2
5/18/2023	DVBA	DVBA/GCVCC Joint Mixer	5
5/20/2023	DHS Elks Lodge	Golf Tournament	5
5/26/2023	PSUSD-Cabe Del Desierto Chapter 91	Multicultural Festival	10
5/31/2023	DHS High School	Public Safety Academy Awards Night	15
5/31/2023	Painted Hills Middle School	8th Grade Honor's Dessert	5
5/31/2023	DHS High School	DHS High School Graduation	72
	<b>Total Cases</b>		<b>165</b>



APPENDIX A – Wastewater and Water Production Tables

### WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13
July	4	18	8	7	9	51	2	1	139	2	0
Aug.	26	20	4	1	8	53	2	4	214	4	0
Sep.	20	20	5	2	12	8	11	2	90	2	1
Oct.	13	36	9	4	8	12	4	21	65	8	2
Nov.	8	29	50	10	9	7	7	1	52	18	7
Dec.	8	12	9	3	3	64	1	0	86	22	11
Jan.	35	14	21	7	1	16	8	3	27	3	11
Feb.	4	7	23	5	1	42	0	3	5	46	6
Mar.	24	17	48	1	0	23	5	0	31	16	2
Apr.	16	7	18	3	3	15	30	0	8	95	14
May	9	16	17	11	3	20	45	7	13	98	3
June		2	21	7	3	6	70	4	4	72	2
<b>Annual Total</b>	<b>167</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>

Connections to Sewer Collection System:

As of June 30, 2022

8665

Plus YTD

167

**Total Sewer Connections =**

**8832**

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
Aug.	2.007484	2.156507	0.043378	0.051750
Sep.	2.085598	2.243680	0.042339	0.047130
Oct.	1.980283	2.266199	0.045616	0.052230
Nov.	1.966075	2.124845	0.045861	0.050330
Dec.	1.963779	2.145901	0.041817	0.050300
Jan.	1.954007	2.142796	0.043181	0.048220
Feb.	1.917610	2.093768	0.041724	0.056170
Mar.	1.977725	2.134190	0.042863	0.047530
Apr.	2.047194	2.217048	0.037373	0.047160
May	1.977976	2.188987	0.040162	0.059330
June				

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

**WATER REPORT**

<b>WATER CONNECTION SUMMARY</b>														
	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11	2009/10
July	6	18	7	4	5	7	2	0	0	1	0	0	0	1
August	28	19	6	10	5	3	2	2	0	1	0	0	2	1
September	22	23	18	2	14	4	13	3	0	2	2	0	0	1
October	16	33	13	3	21	8	3	20	0	5	1	1	4	2
November	10	27	10	16	4	0	7	3	0	1	0	1	1	5
December	9	9	2	17	3	3	2	0	0	2	0	0	0	0
January	26	14	15	6	3	20	1	1	2	2	0	0	1	1
February	14	8	13	8	5	11	1	0	1	0	1	0	0	1
March	29	19	16	2	3	6	5	0	12	0	0	4	5	0
April	24	6	11	1	3	7	11	2	7	0	1	4	1	12
May	16	19	15	12	5	11	9	8	2	0	1	2	0	0
June		1	24	11	2	8	2	10	1	0	0	0	1	1
<b>Annual Total</b>	<b>200</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>	<b>58</b>	<b>49</b>	<b>25</b>	<b>14</b>	<b>6</b>	<b>12</b>	<b>15</b>	<b>25</b>
<b>Avg./ Mo.</b>	<b>16.67</b>	<b>16.33</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>	<b>4.83</b>	<b>4.08</b>	<b>2.08</b>	<b>1.17</b>	<b>0.50</b>	<b>1.00</b>	<b>1.25</b>	<b>2.08</b>

**Connections to Water System:**

As of June 30, 2022      13,337  
 Plus YTD                              200  
**Total Water Connections =      13,537**

<b>WATER PRODUCTION</b>														
	FY 2022/23	Variance from prior year		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	FY 2012/13	FY 2011/12
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	751.79	-44.78	-5.6%	796.57	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49
August	850.19	10.26	1.2%	839.93	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02
September	716.03	-22.62	-3.1%	738.65	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46
October	691.98	26.80	4.0%	665.18	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71
November	599.39	-80.46	-11.8%	679.85	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77
December	554.27	-11.21	-2.0%	565.48	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27
January	530.39	-49.89	-8.6%	580.28	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19
February	490.41	-36.93	-7.0%	527.34	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24
March	500.37	-101.07	-16.8%	601.44	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70
April	552.34	-71.73	-11.5%	624.07	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93
May	725.00	-20.36	-2.7%	745.36	723.62	698.99	598.36	697.15	731.81	601.83	590.28	708.18	786.79	763.12
June		0.00	0.0%	730.02	761.63	806.02	710.39	688.74	732.68	685.93	706.34	812.96	780.86	794.00
<b>TOTAL</b>		<b>-401.99</b>	<b>-5.5%</b>	<b>8094.17</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>	<b>8017.06</b>	<b>7476.47</b>	<b>6,903.75</b>	<b>7,798.69</b>	<b>8,385.66</b>	<b>8,458.99</b>	<b>8,607.90</b>

APPENDIX B – Federal Update from Carpi & Clay

# Mission Springs Water District Federal Update

June 1, 2023

## Debt Ceiling Update

Over the weekend, President Joe Biden and Speaker of the House Kevin McCarthy announced that they reached a deal to lift the debt limit for two years. The *Fiscal Responsibility Act (H.R. 3746)* would also:

- Cap federal government spending for Fiscal Year (FY) 2024 and 2025;
- Rescind unspent federal American Rescue Plan Act funding;
- Rescind some FY23 funding for the Internal Revenue Service (IRS);
- Institute new requirements and time limits for the Supplemental Nutrition Assistance Program (SNAP) and the Temporary Assistance to Needy Families (TANF); and
- Include language to streamline federal permitting.

Now that a deal has been reached, the next step is that the legislation must pass both the House and the Senate, and then make its way to President Biden's desk for his signature. Treasury Secretary Janet Yellen sent a letter to Congress last week saying that June 5<sup>th</sup> is the deadline in which the U.S. will default on its debts unless a deal is reached. On Wednesday, the House passed the bill by a vote of 314-117. The bill now moves to the Senate for consideration.

## FY24 Appropriations Update

During the month of May, Congress began to turn its attention to the FY24 appropriations bills. Towards the end of the month, several of the House Appropriations Subcommittees began work on their FY24 appropriations bills. The House Appropriations Committee was scheduled to begin to consider bills last week, but those markups were postponed due to the ongoing negotiations related to the debt ceiling. Looking ahead to June, it is anticipated that both the House and the Senate Appropriations Committee will on moving their bills through the Committees. If Congress passes the debt limit legislation, the top-line funding levels for the twelve FY24 appropriations bills will be set.

## Colorado River Basin States Reach Water Agreement

Earlier this month, the Department of the Interior announced that Arizona, California, and Nevada had reached a deal to conserve at least an additional 3 million acre-feet of Colorado River Water by the end of 2026. To reach the desired savings by the end of 2026, the three states propose to conserve at least 1.5 million acre-feet by the end of 2024. Additionally, the



federal government will commit to providing \$1.2 billion in federal funding. The letter from the three states to the Bureau of Reclamation Commissioner Camille Touton can be found [HERE](#). California Senators Dianne Feinstein and Alex Padilla issued a joint statement in support of the deal that can be found [HERE](#).

## Supreme Court Issues WOTUS Decision

The Supreme Court issued its decision in the *Sackett v. EPA* case regarding the Biden Administration's Waters of the United States (WOTUS) rule. The 5-4 decision limits protections under the Clean Water Act (CWA) for wetlands, tributaries, and streams. The Biden Administration must now revise its rule based on the Supreme Court's decision. The Court's opinion can be found [HERE](#).

## Bipartisan Bill to Restore Tax-Exempt Advanced Refunding Bonds Introduced in Senate

A bipartisan group of Senators, led by Sens. Roger Wicker (R-MS) and Debbie Stabenow (D-MI), introduced the *Lifting Our Communities through Advance Liquidity for Infrastructure (LOCAL Infrastructure) Act (S. 1453)*. The bill would restore the tax-exempt status of advanced refunding bonds for state and local governments and other bond issuers. The tax-exempt status was rescinded by the *Tax Cuts and Jobs Act* in 2017. The bill was referred to the Senate Finance Committee.

## Representatives Relaunch PFAS Task Force

A bipartisan group of Representatives announced the relaunch of the Congressional PFAS Taskforce, led by Reps. Dan Kildee (D-MI) and Brian Fitzpatrick (R-PA). The group of 55 Representatives will focus on legislation that increases awareness and funding for contamination issues related to per- and polyfluoroalkyl (PFAS) substances.

## Federal Agency Personnel/Regulatory Announcements

**EPA Releases Integrated Planning Toolkit for Permitting Authorities.** EPA released its "Integrated Planning Toolkit for Permitting Authorities" to provide municipalities and permitting authorities with technical assistance related to stormwater and wastewater infrastructure. The Toolkit can be found [HERE](#).

**EPA Announces June Water System Webinars.** EPA announced it will host two water system webinars in June:

- **EPA's Water System Partnerships Workshop: A Tool to Engage Water Systems and Communities in Partnerships Conversations, Part 1.** This webinar is scheduled for June 13<sup>th</sup> at 2:00 pm ET to discuss water system challenges to learn about technical, managerial, and financial capacity solutions through water system partnerships. Registration can be found [HERE](#).
- **How EPA's Water Infrastructure Planning Tool Can Help Utilities Engage Community & Make Cost-Effective Multi-Benefit Investments.** This webinar is

scheduled for June 20<sup>th</sup> at 1:00 pm ET to discuss EPA's Augmented Alternatives Analysis tool to engage community stakeholders, explain technical analysis, and quantify and compare economic, social, and environmental benefits. Registration can be found [HERE](#).

**EPA Proposes Changes to TSCA New Chemical Review Process.** EPA released proposed amendments to the regulations for review of new chemicals under the Toxic Substances Control Act (TSCA). The proposed amendments aim to improve efficiency, as well as eliminate eligibility for exemptions from the full safety review process for PFAS and other persistent, bioaccumulative, and toxic (PBT) chemicals. Comments are due by July 25<sup>th</sup> and more information can be found [HERE](#).

## ## ##

APPENDIX C – California Bond & Bill Information



**PROPOSED CALIFORNIA CLIMATE, FLOOD, AND WATER RESOURCES BOND MEASURES** California State Legislature | Updated June 6, 2023

	<b>Assembly Bill 1567</b>	<b>Senate Bill 867</b>	<b>Senate Bill 638</b>	<b>Assembly Bill 305</b>
<b>Title</b>	Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2024	Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, and Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024	Climate Resiliency and Flood Protection Bond Act of 2024	California Flood Protection Bond Act of 2024
<b>Version</b>	<i>As amended April 26, 2023</i>	<i>Amendments pending</i>	<i>Amendments pending</i>	<i>As amended April 25, 2023</i>
<b>Authors; Coauthors</b>	Garcia, W. Carrillo, Connolly, Friedman, Papan; Arambula, M. Fong, Haney, Lee, Lowenthal, McCarty, Rivas, Schiavo	Allen, Becker, Portantino, Stern; Dodd	Eggman, Niello; Aguiar-Curry, Alanis, Ashby, Dodd, Flora, Gallagher, Hoover, Laird, Wilson	Villapudua; Arambula, J. Carrillo, Flora, Papan, Pellerin, Rivas
<b>Total Amount</b>	\$15,105,000,000	\$15,500,000,000	\$6,000,000,000	\$4,000,000,000
<b>Status</b>	Passed Assembly on May 31 & advanced to Senate.	Passed Senate on May 31 & advanced to Assembly.	Passed Senate on May 31 & advanced to Assembly.	Passed Assembly on May 31 & advanced to Senate.
<b>Amendments</b>	<i>Last amendments change the name and to move the vote to the March 5 statewide primary election.</i>	<i>To be amended to require approval only if SB 638 is also approved.</i>	<i>To be amended to require approval only if SB 867 is also approved.</i>	<i>Last amendments increase total funding amount and adjust specific funding amounts.</i>



	Assembly Bill 1567	Senate Bill 867	Senate Bill 638	Assembly Bill 305
<b>Funding Categories and Amounts (as specified)</b>	<p><b>Wildfire Prevention, Climate Risk Reduction and Protection Against Power Shutoffs</b> (\$2.18 billion):</p> <ul style="list-style-type: none"> <li>• Pre-hazard mitigation grants (\$400 million)</li> <li>• Fire prevention, risk reduction, forest health and resilience (\$775 million)</li> <li>• Forest wildfire mitigation waste conversion (\$30 million)</li> <li>• Park and public land carbon sequestration (\$200 million)</li> <li>• Block grants for climate and drought risk on public lands (\$350 million)</li> <li>• Conservation corps (\$125 million)</li> </ul>	<p><b>Drought, Flood, and Water Resilience</b> (\$5.2 billion):</p> <ul style="list-style-type: none"> <li>• Projects to protect California water supply (\$400 million)</li> <li>• Groundwater storage, banking, conjunctive use, recharge (\$400 million)</li> <li>• Multibenefit Land Repurposing Program (\$300 million)</li> <li>• Water reuse and recycling (\$300 million)</li> <li>• Groundwater contaminants (\$100 million)</li> <li>• Water Storage Investment Program (\$300 million)</li> <li>• Water conservation (\$100 million)</li> <li>• Water data management (\$100 million)</li> <li>• Regional conveyance projects (\$250 million)</li> <li>• Flood management projects (\$1 billion)</li> <li>• Dam safety and reservoirs (\$400 million)</li> <li>• Multibenefit stormwater management projects (\$250 million)</li> <li>• Integrated regional water management (\$300 million)</li> <li>• Protection and restoration of rivers, streams, lakes, and watersheds (\$600 million)</li> <li>• Salton Sea (\$100 million)</li> <li>• Stream Flow Enhancement Program (\$300 million)</li> </ul>	<p>Evaluation, repair, rehabilitation, reconstruction, expansion, or replacement of levees, weirs, bypasses, and facilities of the State Plan of Flood Control, including flood emergency response projects (\$2.5 billion)</p>	<p>Multibenefit flood protection projects (\$1 billion), including modernization of designated floodways in the Central Valley (\$50 million) and land acquisitions and easements in the Central Valley (\$100 million), as well as for projects in the San Joaquin River Basin (\$500 million)</p>
	<p><b>Protecting Coastal Lands, Bays, and Oceans from Sea Level Rise and Other Climate Risks</b> (\$1.925 billion):</p> <ul style="list-style-type: none"> <li>• State Coastal Conservancy grant programs (\$1.1 billion)</li> <li>• California Coastal Commission grant programs (\$30 million)</li> <li>• California Ocean Protection Trust Fund grants (\$300 million)</li> <li>• State park system sea level rise projects (\$50 million)</li> <li>• Invasive species (\$50 million)</li> <li>• Fisheries (\$25 million)</li> <li>• Kelp ecosystems (\$50 million)</li> </ul>			



	Assembly Bill 1567	Senate Bill 867	Senate Bill 638	Assembly Bill 305
	<p><b>Ensuring Safe Drinking Water, Drought Preparation, and Enhancing the State’s Flood Protection</b> (\$5.015 billion):</p> <ul style="list-style-type: none"> <li>• Groundwater sustainability (\$250 million)</li> <li>• Integrated regional water management (\$200 million)</li> <li>• Safe, reliable drinking water and drought programs (\$400 million)</li> <li>• Reduction of contamination of groundwater or surface water supplies for drinking water and improve access to wastewater infrastructure (\$100 million)</li> <li>• Projects that prevent, reduce, or treat the contamination of groundwater for drinking water (\$100 million)</li> <li>• Protection and restoration of rivers, lakes, streams to improve climate resilience, water supplies, or water quality, with preference for natural infrastructure projects (\$450 million)</li> <li>• New River Program (\$50 million)</li> <li>• Flood management projects that are part of multiple benefit flood management system improvements (\$200 million)</li> <li>• Flood protection (\$750 million)</li> <li>• Water recycling (\$300 million)</li> <li>• Open and Transparent Water Data Act (\$25 million)</li> <li>• Hexavalent chromium (\$100 million)</li> <li>• PFAS (\$70 million)</li> <li>• Stream gauges (\$100 million)</li> <li>• Stream flow enhancement (\$200 million)</li> <li>• Tribal projects (\$200 million)</li> <li>• Urban flood projects (\$150 million)</li> <li>• Desalination (\$100 million)</li> </ul>	<p><b>Wildfire and Forest Resilience</b> (\$3 billion):</p> <ul style="list-style-type: none"> <li>• Pre-hazard mitigation grant program (\$275 million)</li> <li>• Forest health improvement and fire resilience, fire preparedness, GHG reductions (\$300 million)</li> <li>• Regional forest strategies (\$500 million)</li> <li>• Long-term forest health projects (\$300 million)</li> <li>• Local fire prevention grants (\$500 million)</li> <li>• Forest watershed improvement projects (\$500 million)</li> <li>• Conservancies and state forest activities (\$550 million)</li> </ul>	<p>Delta projects to increase flood protection and climate resiliency, including flood emergency response projects (\$500 million)</p>	<p>Urban flood risk protection projects (\$1 billion)</p>
		<p><b>Coastal Resilience</b> (\$2 billion):</p> <ul style="list-style-type: none"> <li>• Coastal resilience projects (\$500 million)</li> <li>• Coastal and combined flood management projects (\$500 million)</li> <li>• Ocean Protection Trust Fund projects (\$325 million)</li> <li>• Sea level rise (\$250 million)</li> <li>• Other restoration and management projects (\$175 million)</li> </ul>	<p>Flood protection and climate resiliency projects pursuant to various state laws (\$1 billion)</p>	<p>Development of the new Dam Safety and Climate Resilience Local Assistance Program for repairs, rehabilitation, enhancements, and other dam safety projects (\$1 billion)</p>



	Assembly Bill 1567	Senate Bill 867	Senate Bill 638	Assembly Bill 305
	<p><b>Protecting Fish, Wildlife, and Natural Areas from Climate Risks</b> (\$1.625 billion):</p> <ul style="list-style-type: none"> <li>• Protection of fish and wildlife resources and habitats from climate impacts (\$750 million)</li> <li>• Groundwater sustainability projects that provide wildlife habitat (\$100 million)</li> <li>• Improvement of climate resilience of fish and wildlife (\$50 million)</li> <li>• Funding for state conservancies (\$540 million)</li> </ul>	<p><b>Extreme Heat Mitigation</b> (\$500 million):</p> <ul style="list-style-type: none"> <li>• Project to reduce heat island effects (\$100 million)</li> <li>• Adaptation Planning Grant Program (\$50 million)</li> <li>• Community Resilience Centers Program (\$50 million)</li> <li>• Urban greening (\$100 million)</li> <li>• Urban forest projects (\$50 million)</li> </ul>	<p>Flood management projects as part of multiple benefit flood management system improvements that reduce risks to public safety, provide greater resiliency from the effects of climate change, extreme weather events, and sea level rise (\$1 billion)</p>	<p>Sacramento-San Joaquin Delta flood management projects (\$1 billion)</p>
	<p><b>Protecting Farms, Ranches, and Working Lands from the Impacts of Climate Change</b> (\$820 million):</p> <ul style="list-style-type: none"> <li>• Climate resilience of agricultural lands and ecosystem health (\$260 million)</li> <li>• Agricultural infrastructure sustainability (\$100 million)</li> <li>• Protection, restoration, and enhancement of farmland and rangeland (\$100 million)</li> <li>• Monarch butterflies (\$10 million)</li> <li>• Welfare grants (\$50 million)</li> </ul>	<p><b>Protect Biodiversity and Accelerating Nature-Based Climate Solutions</b> (\$2 billion):</p> <ul style="list-style-type: none"> <li>• Wildlife Conservation Board grant programs for habitat and biodiversity (\$1 billion)</li> <li>• Conservancies (\$500 million)</li> <li>• Nature-based solutions (\$400 million)</li> <li>• Fish passage (\$50 million)</li> <li>• Zoos and aquariums (\$50 million)</li> </ul>	<p>Competitive funding to local agencies for replacement, repairs, rehabilitation, improvements, and other dam safety projects at existing dams and associated facilities, particularly high or extremely high hazard projects (\$1 billion)</p>	<p>Levee rehabilitation and upgrade projects (\$500 million)</p>
	<p><b>Responding to Extreme Heat, Community Enhancement, and Resilience</b> (\$1.74 billion):</p> <ul style="list-style-type: none"> <li>• Creation and expansion of neighborhood parks (\$850 million)</li> <li>• Urban greening projects (\$175 million)</li> <li>• Urban forest projects (\$150 million)</li> <li>• Weatherization projects (\$75 million)</li> <li>• Urban heat island and extreme heat projects (\$150 million)</li> <li>• Recreational trails (\$40 million)</li> </ul>	<p><b>Climate Smart Agriculture for Sustainability and Resiliency</b> (\$300 million):</p> <ul style="list-style-type: none"> <li>• Projects for improving climate resilience of agricultural lands (\$150 million)</li> <li>• Invasive species (\$25 million)</li> <li>• Farmland and rangeland (\$125 million)</li> </ul>		



	Assembly Bill 1567	Senate Bill 867	Senate Bill 638	Assembly Bill 305
	<p><b>Strengthening California’s Regional Climate Resilience</b> (\$1.8 billion):</p> <ul style="list-style-type: none"> <li>• Climate resilience grants for plans and projects (\$1 billion)</li> <li>• Transformative Climate Communities Program (\$200 million)</li> <li>• Sea level rise and extreme storm projects by countywide special districts (\$100 million)</li> <li>• Community resilience centers (\$100 million)</li> <li>• Fairgrounds funding (\$100 million)</li> <li>• Organic waste (\$50 million)</li> </ul>	<p><b>Park Creation and Outdoor Access:</b> (\$500 million)</p> <ul style="list-style-type: none"> <li>• Projects for the creation and protection of parks, outdoor access, and educational institutions (\$400 million)</li> <li>• State parks (\$100 million)</li> </ul> <p><b>Clean Energy:</b> (\$2 billion)</p> <ul style="list-style-type: none"> <li>• High-voltage electrical transmission lines (\$500 million)</li> <li>• Regional hubs (\$500 million)</li> <li>• Zero-emission vehicle charging infrastructure (\$500 million)</li> <li>• Long-Duration Energy Storage Program (\$500 million)</li> </ul>		
<b>Text</b>	<a href="#">AB 1567</a>	<a href="#">SB 867</a>	<a href="#">SB 638</a>	<a href="#">AB 305</a>





## 2023-2024 MSWD Bill Tracker

Bill	Issues	Summary	Status	Link	Sponsor
AB 30	Atmospheric Rivers: Reearch, Mitigation, and Climate Forecasting Program	Existing law establishes the Atmospheric Rivers: Research, Mitigation, and Climate Forecasting Program in the Department of Water Resources. Existing law requires the department, upon an appropriation for purposes of the program, to research climate forecasting and the causes and impacts that climate change has on atmospheric rivers, to operate reservoirs in a manner that improves flood protection, and to reoperate flood control and water storage facilities to capture water generated by atmospheric rivers.	5/22/2023-Read third time. Passed. Ordered to the Senate. Hearing: Sen Natural Resources and Water 06/22/23	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB30">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB30</a>	Ward (D)
AB 62	Statewide water storage expansion	This bill would rename that program the Atmospheric Rivers Research and Forecast Improvement Program: Enabling Climate Adaptation Through Forecast-Informed Reservoir Operations and Hazard Resiliency (AR/FIRO) Program. The bill would require the department to research, develop, and implement new observations, prediction models, novel forecasting methods, and tailored decision support systems to improve predictions of atmospheric rivers and their impacts on water supply, flooding, post-wildfire debris flows, and environmental conditions. The bill would also require the department to take all actions within its existing authority to operate reservoirs in a manner that improves flood protection in the state and to reoperate flood control and water storage facilities to capture water generated by atmospheric rivers.	5/19/2023-Failed Deadline pursuant to Rule 61(a)(5). (Last location was APPR. SUSPENSE FILE on 5/10/2023)(May be acted upon Jan 2024)	<a href="https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB62">https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB62</a>	Mathis (R)
AB 234	Microparticles: An act relating to solid waste	The Microbeads Nuisance Prevention Law prohibits a person from selling or offering for promotional purposes in the state any personal care products containing plastic microbeads that are used to exfoliate or cleanse in a rinse-off product, including, but not limited to, toothpaste. This bill would express the intent of the Legislature to enact subsequent legislation that would prohibit the sale in this state of rinse-off cosmetics, detergents, waxes, and polishes that contain intentionally added synthetic polymer microparticles, including products identified in the synthetic polymer microparticle Registration, Evaluation, Authorization and Restriction of Chemicals (REACH) restrictions adopted by the European Union (EU).	4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was NAT. RES. on 3/23/2023)(May be acted upon Jan 2024)	<a href="https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB234">https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB234</a>	Baier-Kahan (D)

AB 277	Extreme Weather Forecast and Threat Intelligence Integration Center.	<p>AB 277, as amended, Rodriguez. Extreme Weather Forecast and Threat Intelligence Integration Center.</p> <p>Existing law, the California Emergency Services Act, establishes, within the office of the Governor, the Office of Emergency Services, under the Director of Emergency Services for the purpose of mitigating the effects of natural, human-made, or war-caused emergencies.</p> <p>This bill would establish the State-Federal Flood Operations Center within the Department of Water Resources and would authorize the department to administer the center in the department's divisions, offices, or programs. The bill would provide that the purpose of the center is to function as the focal point for gathering, analyzing, and disseminating flood and water-related information to stakeholders and would authorize the center to take specified actions for that purpose, including to function during emergency situations to enable the department to centrally coordinate statewide emergency responses.</p>	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB27">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB27</a> 7	Rodriguez (D)
AB 249	Water: schoolsites: lead testing: conservation	<p>Would require a community water system that serves a schoolsite to test for lead in the potable water system outlets of the schoolsite before January 1, 2027, except for potable water system outlets in buildings that were either constructed after January 1, 2010, or modernized after January 1, 2010, and all faucets and other end point devices used for providing potable water were replaced as part of the modernization. The bill would require the community water system to report its findings to the applicable school or local educational agency and to the State Water Resources Control Board. The bill would require a community water system to prepare a sampling plan for each schoolsite where lead sampling is required under these provisions. The bill would require the state board to make the results of schoolsite lead sampling publicly available by posting the results on its internet website.</p>	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB24">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB24</a> 9	Holden (D)
AB 281	Planning and zoning: housing: postentitlement phase permits	<p>This bill would require a special district that receives an application from a housing development project for service from a special district or an application from a housing development project for a postentitlement phase permit, as specified, to provide written notice to the applicant or local agency of next steps in the review process, including, but not limited to, any additional information that may be required to begin to review the application for service or approval or next steps in the review process. approval. The bill would require the special district to provide this notice within 30 business days of receipt of the application for a housing development with 25 units or fewer, and within 60 business days for a housing development with more than 25 units. 26 units or more.</p>	6/2/2023 In committee: Hearing postponed by committee.	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB28">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB28</a> 1	Grayson (D) and Rivas (D)
AB 305	California Flood Protection Bond Act of 2024	<p>Would enact the California Flood Protection Bond Act of 2024 which, if approved by the voters, would authorize the issuance of bonds in the amount of \$4,500,000,000 pursuant to the State General Obligation Bond Law for flood protection projects, as specified. The bill would provide for the submission of these provisions to the voters at the November 5, 2024, statewide general election.</p>	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB30">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB30</a> 5	Villapudua (D)
AB 422	Natural Resources Agency: statewide water storage: tracking.	<p>Would require the Natural Resources Agency, on or before June 1, 2024, to post on its publicly available internet website information tracking the progress to increase statewide water storage, and to keep that information updated.</p>	4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. & W. on 2/9/2023)(May be acted upon Jan 2024)	<a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB42">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB42</a> 2	Alanis (R)

<p>AB 429</p>	<p>Groundwater wells: permits</p>	<p>The Sustainable Groundwater Management Act requires all groundwater basins designated as high- or medium-priority basins by the Department of Water Resources that are designated as basins subject to critical conditions of overdraft to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2020, and requires all other groundwater basins designated as high- or medium-priority basins to be managed under a groundwater sustainability plan or coordinated groundwater sustainability plans by January 31, 2022, except as specified. This bill would, if 1% of domestic wells go dry in a critically overdrafted basin, as specified, prohibit a county, city, or any other water well permitting agency from approving a permit for a new groundwater well or for an alteration to an existing well in a basin subject to the act and classified as a critically overdrafted basin unless specified conditions are met.</p>	<p>4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was W.,P. &amp; W. on 3/2/2023)(May be acted upon Jan 2024)</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB429">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB429</a></p>	<p>Benett (D)</p>
<p>AB 460</p>	<p>State Water Resources Control Board: water rights and usage: interim relief: procedures</p>	<p>This bill would authorize the board, in conducting specified investigations or proceedings to inspect the property or facilities of a person or entity, as specified. Because the willful refusal of an inspection lawfully authorized by an inspection warrant is a misdemeanor, this bill would impose a state-mandated local program by expanding the application of a crime. (2) This bill would expand methods of notice for those purposes to include notice in accordance with the manner of service of a summons under specified provisions of the Code of Civil Procedure. (3) This bill would require the State Water Resources Control Board to adjust for inflation, by January 1 of each year, beginning in 2025, the amounts of civil and administrative liabilities or penalties imposed by the board in water right actions, as specified. (4) The California Constitution requires the reasonable and beneficial use of water. Under the public trust doctrine, the State Water Resources Control Board, among other state agencies, is required to take the public trust into account in the planning and allocation of water resources and to protect the public trust whenever feasible.</p>	<p>06/07/2023 Referred to Coms. on N.R. &amp; W. and JUD.</p>	<p><a href="https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB460">https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB460</a></p>	<p>Bauer-Kahan (D), Friedman (D)</p>
<p>AB 560</p>	<p>Sustainable Groundwater Management Act: groundwater adjudication.</p>	<p>Current law prohibits a court from approving entry of judgment in certain adjudication actions for a basin required to have a groundwater sustainability plan under the Sustainable Groundwater Management Act, unless the court finds that the judgment would not substantially impair the ability of a groundwater sustainability agency, the State Water Resources Control Board, or the Department of Water Resources to comply with the act and to achieve sustainable groundwater management. This bill would require the court to refer the proposed judgment to the board for an advisory determination as to whether the proposed judgment will substantially impair the ability of a groundwater sustainability agency, the board, or the department to achieve sustainable groundwater management. The bill would require the board to consult with the department before making its determination.</p>	<p>06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB560">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB560</a></p>	<p>Benett (D)</p>
<p>AB 560</p>	<p>Sustainable Groundwater Management Act: groundwater adjudication.</p>	<p>Existing law prohibits a court from approving entry of judgment in certain adjudication actions for a basin required to have a groundwater sustainability plan under the Sustainable Groundwater Management Act, unless the court finds that the judgment would not substantially impair the ability of a groundwater sustainability agency, the State Water Resources Control Board, or the Department of Water Resources to comply with the act and to achieve sustainable groundwater management.</p>	<p>In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p><a href="https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB560">https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB560</a></p>	<p>Bennett (D)</p>

AB 664	California Safe Drinking Water Act: domestic wells	This bill would require the court to refer a <i>proposed settlement determining rights to water</i> to the board for a nonbinding advisory determination as to whether the proposed judgment will substantially impair the ability of a groundwater sustainability agency, the board, or the department to achieve sustainable groundwater management, as provided. The bill would require the board to consult with the department before making its determination.	06/07/2023 From committee: Do pass and re-refer to Com. on APPR. (Ayes 4. Noes 2.) (June 7). Re-referred to Com. on APPR.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB664">https://leginfo.ca.gov/gislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB664</a>	Lee (D)
AB 676	Water: general state policy Act to amend Section 106 of the Water Code,	Existing law establishes various state water policies, including the policy that the use of water for domestic purposes is the highest use of water and that the next highest use is for irrigation. This bill would provide specific examples of the use of water for domestic purposes, including, but not limited to, sustenance of human beings and household conveniences.	RReferred to Com. on N.R. & W.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB676">https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB676</a>	Bennett (D)
AB 754	Water management planning: water shortages	(1) This bill would require an urban water management plan to include in that narrative any demand management measures that have a significant impact on water used by downstream water rights holders. (2) This bill would require a water shortage contingency plan to include a target water supply storage curve for a reservoir, if that reservoir constitutes at least 50% of the total water supply for the urban water supplier, based on target carryover levels sufficient to satisfy water users, ecological streamflow needs, and water quality needs, as specified. The bill would require a water shortage contingency plan to include reservoir shortage levels relative to the target water supply storage curve that will trigger specified shortage response actions. (3) This bill would require a drought plan to include a target water supply storage curve for a reservoir, if that reservoir constitutes at least 50% of the total water supply for the agricultural water supplier, based on target carryover levels sufficient to satisfy water users, ecological streamflow needs, and water quality needs, as specified. The bill would require the drought plan to include reservoir shortage levels relative to the target water supply storage curve that will trigger specified shortage response actions.	In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB754">https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB754</a>	Papan (D)
AB 755	Water: public entity: cost-of-service analysis.	This bill would require a public entity, as defined, that conducts a cost-of-service analysis, as defined, to identify the <i>total</i> incremental costs incurred by <i>all</i> the major water users, as described, in the single-family residential class and the <i>total</i> incremental costs that would be avoided if major water users met a specified efficiency goal. The bill would also require <i>both of those costs</i> to be made publicly available by posting the information <i>in</i> the public entity's <i>cost-of-service analysis</i> . By requiring a higher level of service of public entities, the bill would impose a state-mandated local program.	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB755">https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240AB755</a>	Papan (D)
AB 779	Groundwater: adjudication.	Would require the court to invite a representative from the department or the State Water Resources Control Board to provide technical assistance or expert testimony on the amount of water in the basin subject to adjudication, equitable and sustainable pumping allocations for the basin, and sustainable groundwater management best practices and recommendations. The bill would require the court to take into account the needs of small farmers and disadvantaged communities, as those terms are defined, when entering a judgment. This bill contains other related provisions and other existing laws.	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB779">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB779</a>	Wilson (D)

AB 1272	State Water Resources Control Board: drought planning.	Would require the State Water Resources Control Board to establish a program, in consultation with the Department of Fish and Wildlife, to adopt principles and guidelines for diversion and use of water in coastal watersheds, as specified, during times of water shortage for drought preparedness and climate resiliency. The bill would require that the principles and guidelines provide for the development of watershed-level plans to support public trust uses, public health and safety, and the human right to water in times of water shortage, among other things. The bill also would require the state board, prior to adopting those principles and guidelines, to allow for public comment and hearing, as provided.	06/07/2023 Referred to Com. on N.R. & W.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1272">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1272</a>	Wood (D)
AB 1337	State Water Resources Control Board: water shortage enforcement	Would authorize the State Water Resources Control Board to adopt regulations for various water conservation purposes, including, but not limited to, to prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of water, and to implement these regulations through orders curtailing the diversion or use of water under any claim of right. The bill would require the board to provide notice and an opportunity to be heard before issuing an order, except where an opportunity to be heard before the issuance of an order would be impractical given the likelihood of harm to the purposes of the various water conservation regulations. The bill would provide that a person or entity may be civilly liable for a violation of any regulation or order issued by the board pursuant to these provisions in an amount not to exceed \$1,000 for each day in which the violation has occurred and \$2,500 for each acre-foot of water diverted or used in violation of the applicable requirement. The bill would authorize the imposition of this civil liability by the superior court, as specified, or administratively by the board. The bill would provide that a regulation or order issued by the board pursuant to these provisions, or by emergency regulation, is exempt from the California Environmental Quality Act (CEQA).	06/07/2023 referred to Com. on N.R. & W.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1337">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1337</a>	Wicks (D)
AB 1563	Groundwater sustainability agency: groundwater extraction permit: verification.	Existing law authorizes a groundwater sustainability agency to request of the county, and requires a county to consider, that the county forward permit requests for the construction of new groundwater wells, the enlarging of existing groundwater wells, and the reactivation of abandoned groundwater wells to the agency before permit approval. This bill would instead require a county to forward permit requests for the construction of new groundwater wells, the enlarging of existing groundwater wells, and the reactivation of abandoned groundwater wells to the groundwater sustainability agency before permit approval. This bill contains other related provisions and other existing laws.	06/07/20236 Referred to Coms. on N.R. & W. and GOV. & F.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1563">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB1563</a>	Benett (D)
AB 1567	Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2023.	This bill would enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2023, which, if approved by the voters, would authorize the sale of \$15.105 billion in general obligation bonds. This bill would provide for the submission of these provisions to the voters at the November 5, 2024, statewide general election.	06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1567">https://leginfo.ca.gov/gislature.ca.gov/faces/billTextClient.xhtml?bill_id=202320240AB1567</a>	Eduardo Garcia (D) - Coachella

<p>AB 1572</p>	<p>Potable water: Nonfunctional turf</p>	<p>(AB 1572, as amended, Friedman. Potable water: nonfunctional turf.                  (1) Existing law establishes various state water policies, including the policy that the use of water for domestic purposes is the highest use of water.                  This bill would make legislative findings and declarations concerning water use, including that the use of potable water to irrigate nonfunctional turf is wasteful and incompatible with state policy relating to climate change, water conservation, and reduced reliance on the Sacramento-San Joaquin Delta ecosystem. The bill would direct all appropriate state agencies to encourage and support the elimination of irrigation of nonfunctional turf with potable water.                  (2) Existing law, the Integrated Regional Water Management Planning Act, authorizes a regional water management group to prepare and adopt an integrated regional water management plan in accordance with specified requirements, including, among other things, the identification and consideration of the water-related needs of disadvantaged communities in the area within the boundaries of the plan.                  This bill would additionally require an integrated regional water management plan to address the identification and consideration of the water-related needs of owners and occupants of affordable housing, including the removal and replacement of nonfunctional turf.                  (2)                  (3) Existing law provides various findings and declarations of the</p>	<p>06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p><a href="https://leginfo.ca.gov/faces/billTextClie.nt.xhtml?bill_id=202320240AB1572">https://leginfo.ca.gov/faces/billTextClie.nt.xhtml?bill_id=202320240AB1572</a></p>	<p>Friedman (D)</p>
<p>AB 1573</p>	<p>Water conservation: landscape plants: nonfunctional turf</p>	<p>The Water Conservation in Landscaping Act provides for a model water efficient landscape ordinance that is adopted and updated at least every 3 years by the DWR, unless the department makes a specified finding. Existing law specifies the provisions of the updated model ordinance, as provided. This bill would require the updated model ordinance to include provisions that require that plants included in a landscape design plan be selected based on their adaptability to climatic, geological, and topographical conditions of the project site, as specified. The bill would also exempt landscaping that is part of ecological restoration projects that do not require a permanent irrigation system, mined-land reclamation projects that do not require a permanent irrigation system, and existing plant collections, as part of botanical gardens and arboretums open to the public, from the model ordinance. The bill would require the updated model ordinance to include provisions that require that all new or renovated nonresidential areas install plants that meet specified criteria, and that prohibit the inclusion of nonfunctional turf in nonresidential landscape projects after 1/1/26. The bill would also revise the leg findings that the model ordinance furthers the state’s goal to conserve biodiversity and provide for climate resilience consistent with state drought efforts to eliminate the use of irrigation of nonfunctional turf.</p>	<p>06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClie.nt.xhtml?bill_id=202320240AB1573">https://leginfo.ca.gov/faces/billNavClie.nt.xhtml?bill_id=202320240AB1573</a></p>	<p>Friedman (D)</p>
<p>AB 1594</p>	<p>Medium- and heavy-duty zero-emission vehicles: public agency utilities</p>	<p>This bill would require any state regulation that seeks to require, or otherwise compel, the procurement of medium- and heavy-duty zero-emission vehicles by a public agency utility to ensure that those vehicles can support a public agency utility’s ability to maintain reliable water and electric services, respond to disasters in an emergency capacity, and provide mutual aid assistance statewide and nationwide, among other requirements. The bill would define a public agency utility to include a local publicly owned electric utility, a community water system, and a wastewater treatment provider, as specified.</p>	<p>06/01/2023 In Senate. Read first time. To Com. on RLS. for assignment.</p>	<p><a href="https://leginfo.ca.gov/faces/billStatusClie.nt.xhtml?bill_id=202320240AB1594">https://leginfo.ca.gov/faces/billStatusClie.nt.xhtml?bill_id=202320240AB1594</a></p>	<p>Garcia (DA)</p>

<p>SB 366</p>	<p>The California Water Plan: long-term supply targets.</p>	<p>Current law requires the Department of Water Resources to update every 5 years the plan for the orderly and coordinated control, protection, conservation, development, and use of the water resources of the state, which is known as "The California Water Plan." Current law requires the department to include a discussion of various strategies in the plan update, including, but not limited to, strategies relating to the development of new water storage facilities, water conservation, water recycling, desalination, conjunctive use, water transfers, and alternative pricing policies that may be pursued in order to meet the future needs of the state. Current law requires the department to establish an advisory committee to assist the department in updating the plan. This bill would revise and recast certain provisions regarding The California Water Plan to, among other things, require the department to instead establish a stakeholder advisory committee and to expand the membership of the committee to include tribes, labor, and environmental justice interests. The bill would require the department, in coordination with the California Water Commission, the State Water Resources Control Board, other state and federal agencies as appropriate, and the stakeholder advisory committee to develop a comprehensive plan for addressing the state's water needs and meeting specified long-term water supply targets established by the bill for purposes of "The California Water Plan."</p>	<p>06/01/2023 In Assembly. Read first time. Held at Desk.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB366">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB366</a></p>	<p>Caballero (D)</p>
<p>SB 583</p>	<p>Salton Sea Conservancy</p>	<p>Would establish the Salton Sea Conservancy within the Natural Resources Agency to undertake various activities related to the Salton Sea region. The bill would require the conservancy to be governed by a board of directors and would set forth the powers, duties, and limitations of the board of directors and the conservancy, as provided. The bill would create the Salton Sea Conservancy Fund and would make moneys in the fund available, upon appropriation by the Legislature, for purposes of the conservancy.</p>	<p>06/01/2023 In Assembly. Read first time. Held at Desk.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB583">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB583</a></p>	<p>Padilla (D)</p>
<p>SB 597</p>	<p>Building standards: rainwater catchment systems</p>	<p>Existing law requires the Department of Housing and Community Development to propose to the commission the adoption, amendment, or repeal of building standards for, among other things, the installation of recycled water systems for newly constructed single-family residential and multifamily residential buildings, as specified. This bill would require the department to conduct research, as specified, to assist in the development of mandatory building standards for the installation of rainwater catchment systems in newly constructed residential dwellings. The bill would require the department to submit those mandatory building standards to the commission for adoption and for consideration during the next regularly scheduled triennial code adoption cycle. The bill would also authorize the department to propose an amendment or repeal of these mandatory standards as necessary in subsequent code adoption cycles. The bill would authorize the department to expend moneys from the Building Standards Administration Special Revolving Fund for the above-described purposes, upon appropriation by the Legislature, as specified.</p>	<p>06/01/2023 Referred to Com. on H. &amp; C.D.</p>	<p><a href="https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240SB597">https://leginfo.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240SB597</a></p>	<p>Glazer (D)</p>
<p>SB 638</p>	<p>Climate Resiliency and Flood Protection Bond Act of 2024</p>	<p>Would enact the Climate Resiliency and Flood Protection Bond Act of 2024 which, if approved by the voters, would authorize the issuance of bonds in the amount of \$6,000,000,000 pursuant to the State General Obligation Bond Law, for flood protection and climate resiliency projects.</p>	<p>06/01/2023 In Assembly. Read first time. Held at Desk.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB638">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB638</a></p>	<p>Eggman (D)</p>

SB 651	Water storage and recharge: California Environmental Quality Act: Sacramento-San Joaquin Delta Reform Act of 2009: exemptions.	Would make it the policy of this state that, to help advance groundwater recharge projects, and to demonstrate the feasibility of projects that can use available high water flows to recharge local groundwater while minimizing flood risks, the state board and the regional water quality control boards prioritize water right permits, water quality certifications, waste discharge requirements, and conditional waivers of waste discharge requirements to accelerate approvals for projects that enhance the ability of a local or state agency to capture high precipitation events for local storage or recharge, consistent with water right priorities and protections for fish and wildlife. This bill contains other related provisions and other existing laws.	06/01/2023 Referred to Com. on W., P., & W. and NAT. RES.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB65">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB65</a> 1	Grove (R)
SB 659	California Water Supply Solutions Act of 2023.	Would establish the California Water Supply Solutions Act of 2023 to, among other things, achieve an increase of 10,000,000 acre-feet of annual groundwater recharge by December 31, 2035, in order to increase the state's groundwater supply. The bill would require, on or before January 1, 2025, the department, in consultation with the water boards, as defined, to prepare and approve a groundwater recharge action plan to be included in the next update to the California Water Plan. The bill would require the groundwater recharge action plan to identify and make recommendations on immediate opportunities and potential long-term solutions to increase the state's groundwater supply, as specified. The bill would require specified actions with regards to the groundwater recharge action plan, including, among other things, requiring the department and water boards to update the groundwater recharge action plan at the same time that they prepare updates to the California Water Plan. The bill would require, by December 31, 2035, the department and water boards to implement the recommendations identified in the groundwater recharge action plan that result in new infrastructure and institutional mechanisms in place that provide for the ability to create an additional average annual groundwater recharge amount of 10,000,000 acre-feet.	5/31/2023 In Assembly. Read first time. Held at Desk.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB65">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB65</a> 9	Ashby (D)
SB 676	Local ordinances and regulations: drought-tolerant landscaping	Existing law prohibits a city, including a charter city, county, and city and county, from enacting or enforcing any ordinance or regulation that prohibits the installation of drought-tolerant landscaping, synthetic grass, or artificial turf on residential property, as specified. This bill would instead prohibit a city, including a charter city, county, or city and county from enacting or enforcing any ordinance or regulation that prohibits the installation of drought-tolerant landscaping using living plant material on residential property. The bill would specify that drought-tolerant landscaping does not include the installation of synthetic grass or artificial turf. By establishing new requirements for local agencies, this bill would impose a state-mandated program. The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.	06/01/2023 Referred to Com. on L. GOV.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240SB676">https://leginfo.ca.gov/gislature.ca.gov/faces/billStatusClient.xhtml?bill_id=202320240SB676</a> 676	Allen (S)
SB 745	The Drought - Resistant Buildings Act	Would require the California Building Standards Commission to research, develop, adopt, approve, codify, and publish voluntary and mandatory building standards to reduce potable water use in new residential and nonresidential buildings, as specified. The bill would require the commission to perform a review of voluntary and mandatory water efficiency and water reuse standards in the California Buildings Standards Code every 3 years, commencing with the next triennial edition, and update as needed.	06/05/2023 Referred to Com. on E.S. & T.M. and H. & C.D. pursuant to Assembly Rule 96.	<a href="https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB745">https://leginfo.ca.gov/gislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB745</a> 5	Cortese (D)



<p>SB 753</p>	<p>Cannabis: water resources.</p>	<p>The Control, Regulate and Tax Adult Use of Marijuana Act (AUMA), approved by the voters as Proposition 64 at the November 8, 2016, statewide general election, regulates the cultivation, distribution, transport, storage, manufacturing, testing, processing, sale, and use of marijuana for nonmedical purposes by people 21 years of age and older. Under AUMA, a person 18 years of age or older who plants, cultivates, harvests, dries, or processes more than 6 living cannabis plants, or any part thereof, may be charged with a felony if specified conditions exist, including when the offense causes substantial environmental harm to public lands or other public resources. This bill would add to the above-described conditions planting, cultivating, harvesting, drying, or processing marijuana that results in substantial environmental harm to surface or groundwater.</p>	<p>06/01/2023 In Assembly. Read first time. Held at Desk.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB75">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB75</a> 3</p>	<p>Caballero (D)</p>
<p>SB 756</p>	<p>Water: inspection: administrative procedure: notice: service</p>	<p>Current law authorizes the State Water Resources Control Board to investigate all streams, stream systems, lakes, or other bodies of water, take testimony relating to the rights to water or the use of water, and ascertain whether water filed upon or attempted to be appropriated is appropriated under the laws of the state. Current law requires the board to take all appropriate proceedings or actions to prevent waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of water in this state. This bill would authorize the board, in conducting an investigation or proceeding for these purposes, to inspect the property or facilities of any person or entity to ascertain certain purposes are being met or compliance with specified requirements. The bill would authorize the board, if consent is denied for an inspection, to obtain an inspection warrant, as specified, or in the event of an emergency affecting public health and safety pertaining to the particular site under which the inspection is being sought, to conduct an inspection without consent or a warrant.</p>	<p>06/01/2023 Referred to Coms. on W., P., &amp; W. and JUD.</p>	<p><a href="https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB75">https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB75</a> 6</p>	<p>Laird (D)</p>
<p>SB 867</p>	<p>Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024.</p>	<p>Would enact the Drought, Flood, and Water Resilience, Wildfire and Forest Resilience, Coastal Resilience, Extreme Heat Mitigation, Biodiversity and Nature-Based Climate Solutions, Climate Smart Agriculture, Park Creation and Outdoor Access, and Clean Energy Bond Act of 2024, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$15,500,000,000 pursuant to the State General Obligation Bond Law to finance projects for drought, flood, and water resilience, wildfire and forest resilience, coastal resilience, extreme heat mitigation, biodiversity and nature-based climate solutions, climate smart agriculture, park creation and outdoor access, and clean energy programs.</p>	<p>06/01/2023 In Assembly. Read first time. Held at Desk.</p>	<p><a href="https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB86">https://leginfo.ca.gov/faces/billTextClient.xhtml?bill_id=202320240SB86</a> 7</p>	<p>Allen (D) - Santa Monica</p>

APPENDIX D – Public Affairs Information



# CVWC Digital Marketing Report

Website, Social, and Marketing Performance

**May, 2023**

by Hunter | Johnsen

## Google Ads Campaigns

 DISPLAY AD IMPRESSIONS  
CV WATER COUNTS

308,720

 SEARCH AD IMPRESSIONS  
CV WATER COUNTS

2,079

 VIDEO IMPRESSIONS  
CV WATER COUNTS

82,573

 CLICKS  
CV WATER COUNTS

3,036

 CTR  
CV WATER COUNTS

0.77%

 GOOGLE PROGRAMMATIC DISPLAY AD CAMPAIGN PERFORMANCE  
CV WATER COUNTS

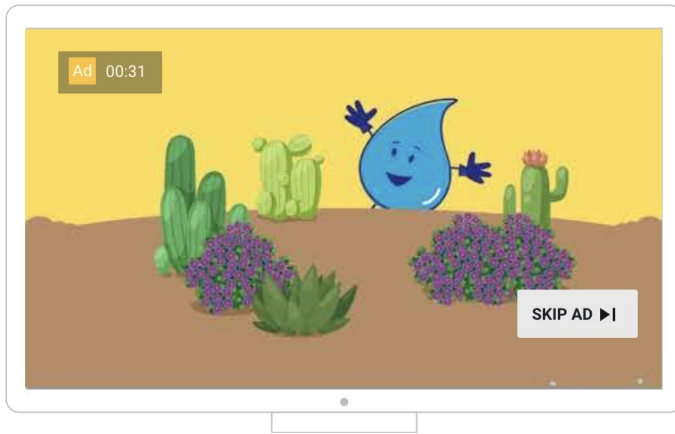
Campaign	Clicks	Impr.
CV Water Counts May 2023	1,359	184,742
Rebates Available	792	111,122
Gov Lifts Restrictions	567	73,620
CV Water Counts May 2023 Spanish	1,255	123,978
Rebates Available	767	71,844
Governor Lifts Restrictions	488	52,134
	2,614	308,720



 GOOGLE YOUTUBE VIDEO AD CAMPAIGN PERFORMANCE  
CV WATER COUNTS

Account name	Impr.	Engagements	Video views	Clicks
CV Water Counts	82,573	34,653	17,899	199
CVWC Water Saving Tips YouTube Spanish May 2023	35,580	16,852	11,049	74
CVWC Water Saving Tips English YouTube May 2023	46,993	17,801	6,850	125
	82,573	34,653	17,899	199

Item 25.



**GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE**  
CV WATER COUNTS



Campaign	Clicks	Impr.
CVWC Search Campaigns	223	2,079
	223	2,079

**KEYWORDS PERFORMANCE**  
CV WATER COUNTS

Account name	Clicks	Impr.	CTR
CV Water Counts	199	1,470	13.54%
water rebates	69	328	21.04%
water service	36	526	6.84%
grass removal rebate	34	150	22.67%
water company	20	168	11.9%
water agency	15	168	8.93%
toilet rebate	9	32	28.13%
turf removal rebate	6	24	25%
water rebate program	5	20	25%
ways to conserve water	3	31	9.68%
washing machine rebate	2	23	8.7%
	199	1,497	13.29%

# Facebook Ad Campaigns

## FACEBOOK AD PERFORMANCE HUNTER JOHNSEN

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>Every Drop Counts</b> </p> <p>cvwatercounts.com</p> <p>Rebates from your water agency can be a great way to beautify your home, save money, and save water too!</p>	538	81,640	18,852	4.33	549
	538	81,640	18,852	4.33	549

# Website Information

## PAGEVIEWS

CV WATER - CV WATER COUNTS - CV WATER ...

5,438

## NEW VISITOR

CV WATER - CV WATER COUNTS - CV WATER ...

2,508

## RETURNING USERS

CV WATER - CV WATER COUNTS - CV WATER ...

811

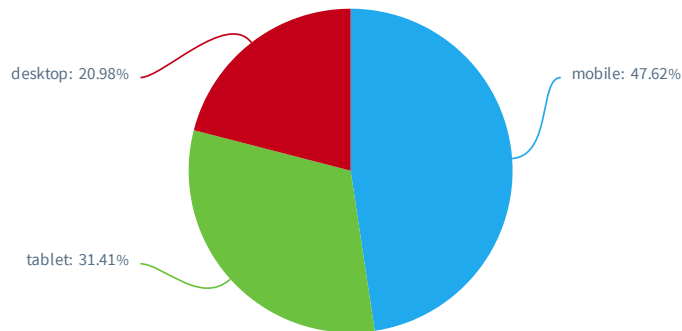
## PAGEVIEWS

CV WATER - CV WATER COUNTS - CV WATER COUNTS

Page Title	Pageviews
Conservation Tips - CVWater Counts	2,710
Governor Lifts 15% Conservation Directive And Eases Water Restrictions - CVWater Counts	1,260
CV Water Counts	399
Rebates - CV Water Counts	218
Coachella Valley Water Conservation Water Rebate Map - CVWater Counts	211
Slew of storms improve water outlook and eases restrictions - CV Water Counts	71
Plant of the Month: Trailing Lantana (Lantana Montevicensis) - CVWater Counts	44
Learn - CVWater Counts	24
CV Water Counts   Water Counts Academy - CV Water Counts	23
About - CVWater Counts	22
	5,438

## SESSIONS / DEVICE CATEGORY

CV WATER - CV WATER COUNTS - CV WATER COUNTS



## PAGES / SESSION

CV WATER - CV WATER COUNTS - CV WATER ...

1.26

## AVG. SESSION DURATION

CV WATER - CV WATER COUNTS - CV WATER ...

46s

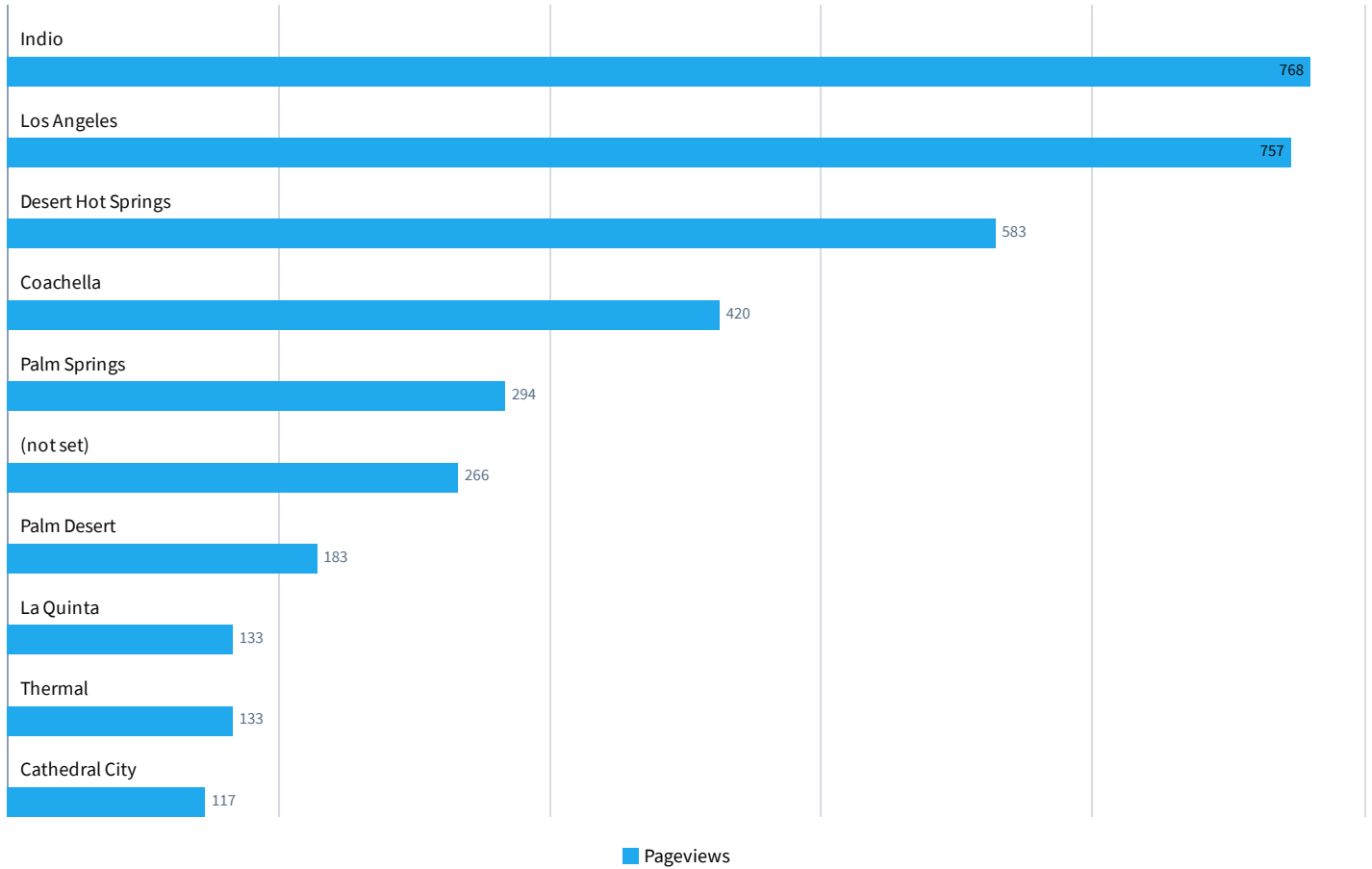
## BOUNCE RATE

CV WATER - CV WATER COUNTS - CV WATER ...

84.55%

### PAGEVIEWS BY CITY

CV WATER - CV WATER COUNTS - CV WATER COUNTS

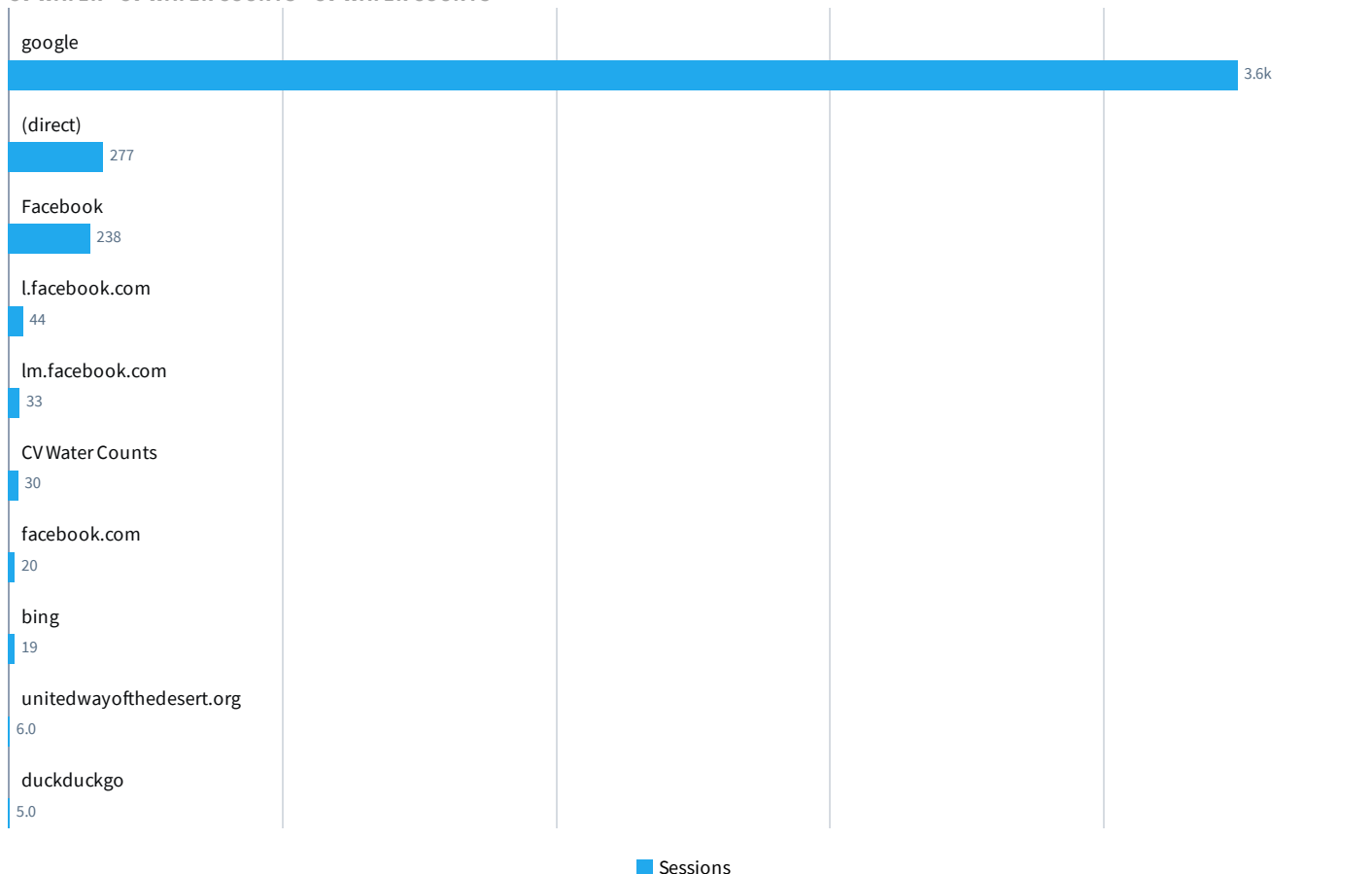




Item 25.

### USER REFERRERS

CV WATER - CV WATER COUNTS - CV WATER COUNTS



### HISTORY

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

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
May 2023	4,305	2,825	5,438	1.26	46s	84.55%	58.26%
April 2023	3,999	2,759	5,110	1.28	46s	83.85%	62.02%
March 2023	3,898	2,814	4,993	1.28	36s	84.68%	65.78%
February 2023	3,815	2,645	5,150	1.35	57s	82.36%	61.31%
January 2023	5,074	3,683	6,499	1.28	45s	83.43%	67.76%
December 2022	3,426	2,450	4,498	1.31	47s	83.71%	65.21%
November 2022	3,280	2,204	4,220	1.29	46s	84.24%	59.91%
October 2022	3,879	2,601	5,210	1.34	51s	81.75%	60.58%
September 2022	3,589	2,482	4,931	1.37	46s	83.03%	64.11%
August 2022	3,752	2,617	4,926	1.31	48s	83.96%	64.37%
July 2022	4,831	3,293	6,855	1.42	53s	80.23%	65.16%
June 2022	2,927	2,203	3,959	1.35	50s	83.64%	71.47%
May 2022	3,491	2,715	5,002	1.43	46s	71.7%	68.81%
	50,266	32,469	66,791	1.33	47s	82.42%	64.13%

# Organic Search

## TOP KEYWORDS CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
palm desert	1,246	0	0%	7.86
lake cahuilla	751	0	0%	11.09
lantana ground cover	547	1	0.18%	3.35
cleveland sage	440	0	0%	3.09
cv water	392	6	1.53%	5.29
water pledge	383	1	0.26%	5.73
chaparral sage	294	2	0.68%	3.48
myoma water	194	1	0.52%	3.03
hesperaloe parviflora	184	0	0%	26.21
palm desert ca	183	0	0%	7.58
	4,614	11	0.24%	7.67

## TOP PAGES CVWATERCOUNTS.COM/

Page	Impr.	Clicks	CTR	Avg. position
<a href="https://cvwatercounts.com/agency-spotlight-coachella-valley-water-district/">https://cvwatercounts.com/agency-spotlight-coachella-valley-water-district/</a>	2,679	0	0%	9.21
<a href="https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevicensis/">https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevicensis/</a>	2,616	27	1.03%	13.2
<a href="https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/">https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/</a>	1,397	2	0.14%	12.42
<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>	1,348	9	0.67%	5.12
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	1,051	2	0.19%	4.57
<a href="https://cvwatercounts.com/">https://cvwatercounts.com/</a>	766	15	1.96%	9.48
<a href="https://cvwatercounts.com/plant-of-the-month-prickly-pear-cactus-opuntia/">https://cvwatercounts.com/plant-of-the-month-prickly-pear-cactus-opuntia/</a>	693	4	0.58%	18.26
<a href="https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/">https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/</a>	654	1	0.15%	44.78
<a href="https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf">https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf</a>	638	13	2.04%	34.5
<a href="https://cvwatercounts.com/plant-of-the-month-paddle-plant-or-red-pancake-kalanchoe-thyrsiflora/">https://cvwatercounts.com/plant-of-the-month-paddle-plant-or-red-pancake-kalanchoe-thyrsiflora/</a>	577	8	1.39%	29.71
	12,419	81	0.65%	18.12

# Facebook Information

**f** IMPRESSIONS  
CV WATER COUNTS

55,055

**f** REACH  
CV WATER COUNTS

16,141

**f** NEW PAGE LIKES  
CV WATER COUNTS

0

**f** ENGAGED USERS  
CV WATER COUNTS

602





**f** PAGE VIEWS  
CV WATER COUNTS

139







**f** LIFETIME PAGE LIKES  
CV WATER COUNTS

4,007







**f** POSTS  
CV WATER COUNTS

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Today is National Wate...</p>	May 30, 2023	69	3	4%	3	0
 <p>Honor. Remember. Cel...</p>	May 29, 2023	95	10	11%	9	0
 <p>f you're interested in a ...</p>	May 26, 2023	32	3	9%	2	0
 <p>Do you think you have...</p>	May 25, 2023	31	2	6%	2	0
		943	68	7%	55	0



Item 25.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>With more than 570 e...</p>	May 22, 2023	22	3	14%	3	0
 <p>Many landscapes, larg...</p>	May 20, 2023	61	4	7%	3	0
 <p>A family of four can sa...</p>	May 18, 2023	104	6	6%	3	0
 <p>May 16 is Love a Tree Day</p>	May 16, 2023	87	5	6%	4	0
 <p>Considered a workhor...</p>	May 13, 2023	30	3	10%	3	0
 <p>If you or someone you...</p>	May 12, 2023	36	3	8%	2	0
		943	68	7%	55	0

Item 25.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Washing your vehicle a...</p>	May 11, 2023	46	2	4%	2	0
 <p>Drinking Water Week, ...</p>	May 8, 2023	28	4	14%	3	0
 <p>Happy Cinco de Mayo!</p>	May 5, 2023	127	8	6%	4	0
 <p>Local water agency de...</p>	May 4, 2023	29	3	10%	2	0
 <p>We're in a drought. We ...</p>	May 4, 2023	27	3	11%	3	0
 <p>CV Water Counts upda...</p>	May 1, 2023	31	0	0%	2	0
		943	68	7%	55	0

Item 25.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>May is Water Awareness...</p>	May 1, 2023	61	4	7%	3	0
 <p>Desert Water Agency w...</p>	May 1, 2023	27	2	7%	2	0
		943	68	7%	55	0

# Instagram Information

 **IMPRESSIONS**  
CV WATER COUNTS

474

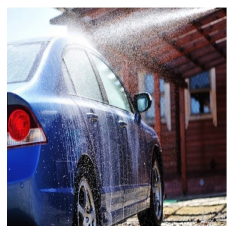




 **LIKES**  
CV WATER COUNTS

18






 **FOLLOWERS ( TOTAL )**  
CV WATER COUNTS

232

 **MEDIA PERFORMANCE**  
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
 <p>Washing your vehicle a...</p>	25	4	24	0	0
 <p>A family of four can sa...</p>	23	1	18	0	0
 <p>We're in a drought. We ...</p>	14	2	11	0	0
 <p>f you're interested in a ...</p>	12	2	11	0	0
 <p>May 16 is Love a Tree Day</p>	12	2	9	0	0
	129	18	109	0	0

Item 25.

Media	Impr.	Engagement	Reach	Saved	Video views
	11	1	10	0	0
<p>Do you think you have...</p>  <p>Happy Cinco de Mayo!</p>	11	3	9	0	0
 <p>Honor. Remember. Cel...</p>	8	1	7	0	0
 <p>Today is National Wate...</p>	7	1	6	0	0
 <p>May is Water Awarenes...</p>	6	1	4	0	0
	129	18	109	0	0



## Twitter Information

May 2023 · 31 days

### TWEET HIGHLIGHTS

**Top Tweet** earned 34 impressions

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 1968.

Learn more: [cvwatercounts.com/agency-spotlig...](http://cvwatercounts.com/agency-spotlig...)

♥ 1

View Tweet activity

View all Tweet activity

**Top media Tweet** earned 17 impressions

Happy Cinco de Mayo!  
[pic.twitter.com/tkznW1POVV](http://pic.twitter.com/tkznW1POVV)



♥ 1

View Tweet activity

View all Tweet activity

### MAY 2023 SUMMARY

Tweets

9

Tweet impressions

312

Profile visits

28

New followers

0

## E-Blast Information

### CAMPAIGN PERFORMANCE

#### CV WATER COUNTS

Campaign	Send Time	Emails Sent	Total Opens	Open Rate	Industry Open Rate	Total Clicks	Click Rate	Industry Click Rate	Hard Bounces	Unsubscribe Count
CV Water Counts May 2023	Wednesday, May 3, 2023 5:15 PM	569	586	54.31%	17.07%	47	5.45%	0.84%	1	1
		569	586	54.31%	17.07%	47	5.45%	0.84%	1	1



# MSWD Digital Marketing and Website Report


Website, Social, and Marketing Performance

**May, 2023**

Casey Dolan

**Casey Dolan Consulting**

## Google Ads Campaigns

 IMPRESSIONS  
MSWD


110,004

 CLICKS  
MSWD

888

 CTR  
MSWD

0.81%

 GOOGLE ADS CAMPAIGN PERFORMANCE  
MSWD

Ad group	Impr.	Clicks	CTR
MSWD Pool Paranoia Video	18,585	415	2.23%
MSWD FOGs Video	16,462	392	2.38%
MSWD Low Income Assistance	74,957	81	0.11%
	110,004	888	0.81%

Item 25.

**70th Anniversary**  
**BILL PAY ASSISTANCE AVAILABLE**

Learn about our **FREE** signup events

A woman wearing a headset and glasses is smiling, representing customer assistance.

**When wipes are flushed or FOGs are poured, they contribute to a costly problem**

Here are tips that you can follow to help maintain a well-run system

Ad · Mission Springs Water District

[Learn more](#)

02:16

A worker in a blue uniform and safety gear is working on a large piece of industrial machinery.

**Pool Paranoia**

Mission Springs Water District

[Learn more](#)

01:43

Skip Ad ▶

A man is looking at a small amount of water in a clear plastic cup.

# Facebook Ad Campaigns

Includes ad campaign information for all campaigns, excluding anniversary event

## FACEBOOK AD GROUP PERFORMANCE


MSWD

Ad	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
MSWD Water Low Income Assistance 2023	MSWD Water Low Income Assistance 2023	222	30,007	6,268	4.79	0
MSWD May Pool Paranoia Video	MSWD May Pool Paranoia Video	72	26,554	13,982	1.9	0
MSWD FOG Video May 2023	MSWD FOG Video May 2023	55	11,173	2,557	4.37	0
		349	67,734	19,918	3.4	0

Item 25.

**Mission Springs Water District** Sponsored ·

Click to for information on how to check for possible leaks in your pool along with other tips to check for leaks around your home.




mswd.org  
**MSWD - Pool Paranoia**  
Mission Springs Water Di... [Learn more](#)

Like Comment Share

Instagram

missionspringswaterdistrict Sponsored



**BILL PAY ASSISTANCE AVAILABLE**

**Learn about our FREE signup events**

[Learn more](#)

missionspringswaterdistrict If you or someone you know is in need of bill payment assistance, MSWD is... [more](#)

**Mission Springs Water District**  
Sponsored · Play Full 2:1

You may not know it, but every time you pour fat, oil, or grease (FOG) down your sink (e.g., bacon grease, gravy, etc.), you are contributing to a costly problem in the sewer collection system. Remember to place a wastebasket in each bathroom for solid wastes like disposable diapers, creams and lotions, and... [More](#)

Learn more

# Website Information

## PAGEVIEWS

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

24,349

## NEW VISITOR

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

5,270

## USERS

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

1,906

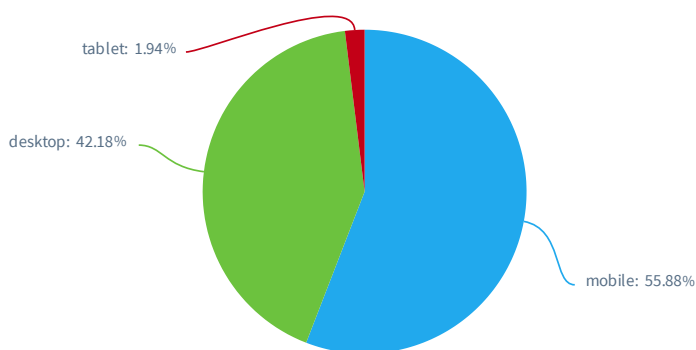
## PAGEVIEWS

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

Page Title	Pageviews
New Customer Portal   Mission Springs Water District CA	7,352
Mission Springs Water District Home Page   Mission Springs Water District CA	5,917
Job Opportunities   Mission Springs Water District CA	1,051
Bill Pay Options   Mission Springs Water District CA	927
Utility Assistance Clinics- May 22 and June 8   Mission Springs Water District CA	839
Bill Assistance and Resources   Mission Springs Water District CA	616
Careers   Mission Springs Water District CA	508
Application for Water Service   Mission Springs Water District CA	409
Leaks   Mission Springs Water District CA	387
Search   Mission Springs Water District CA	349
	24,349

## SESSIONS / DEVICE CATEGORY

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

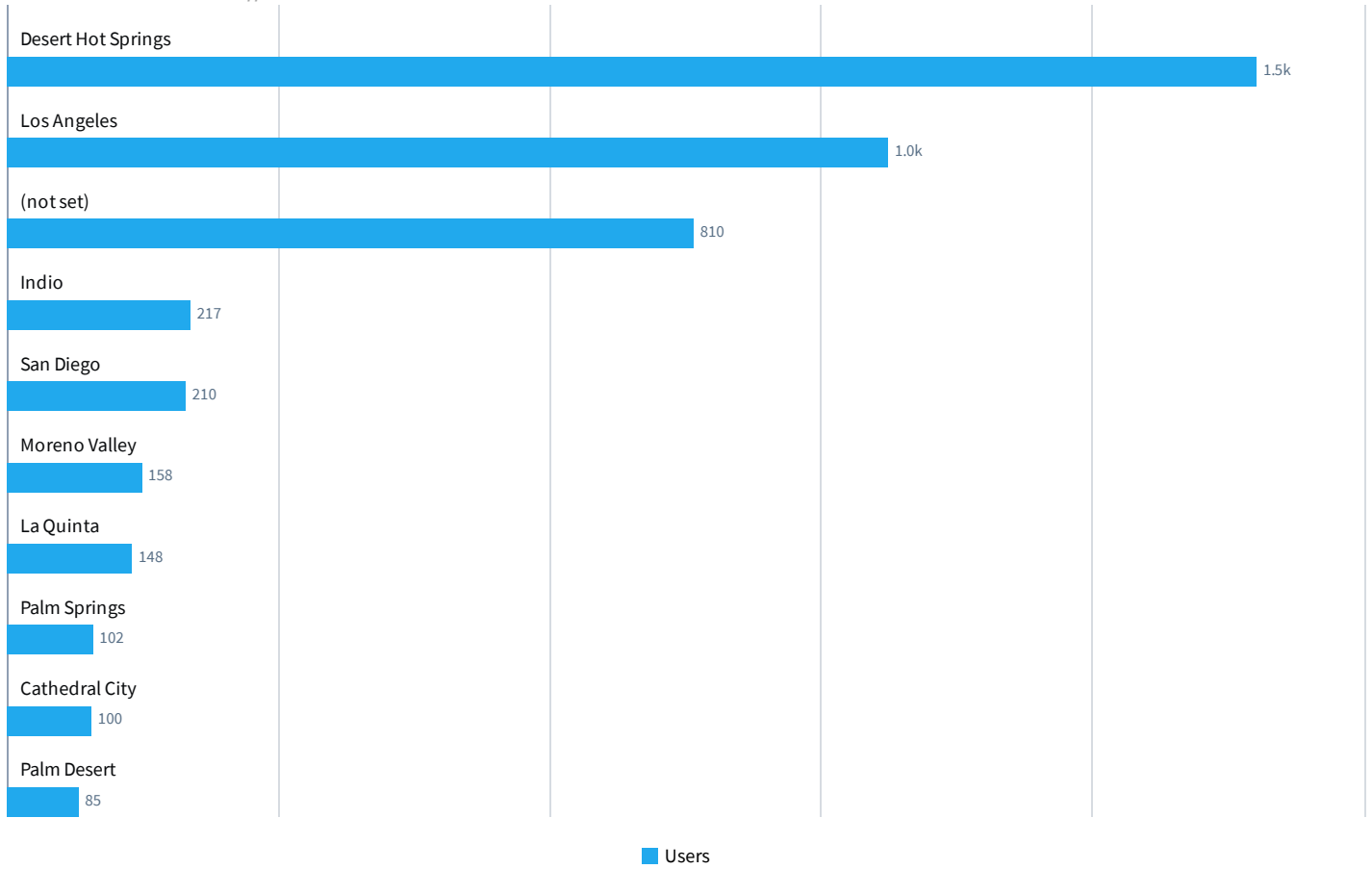




Item 25.

### USERS BY CITY

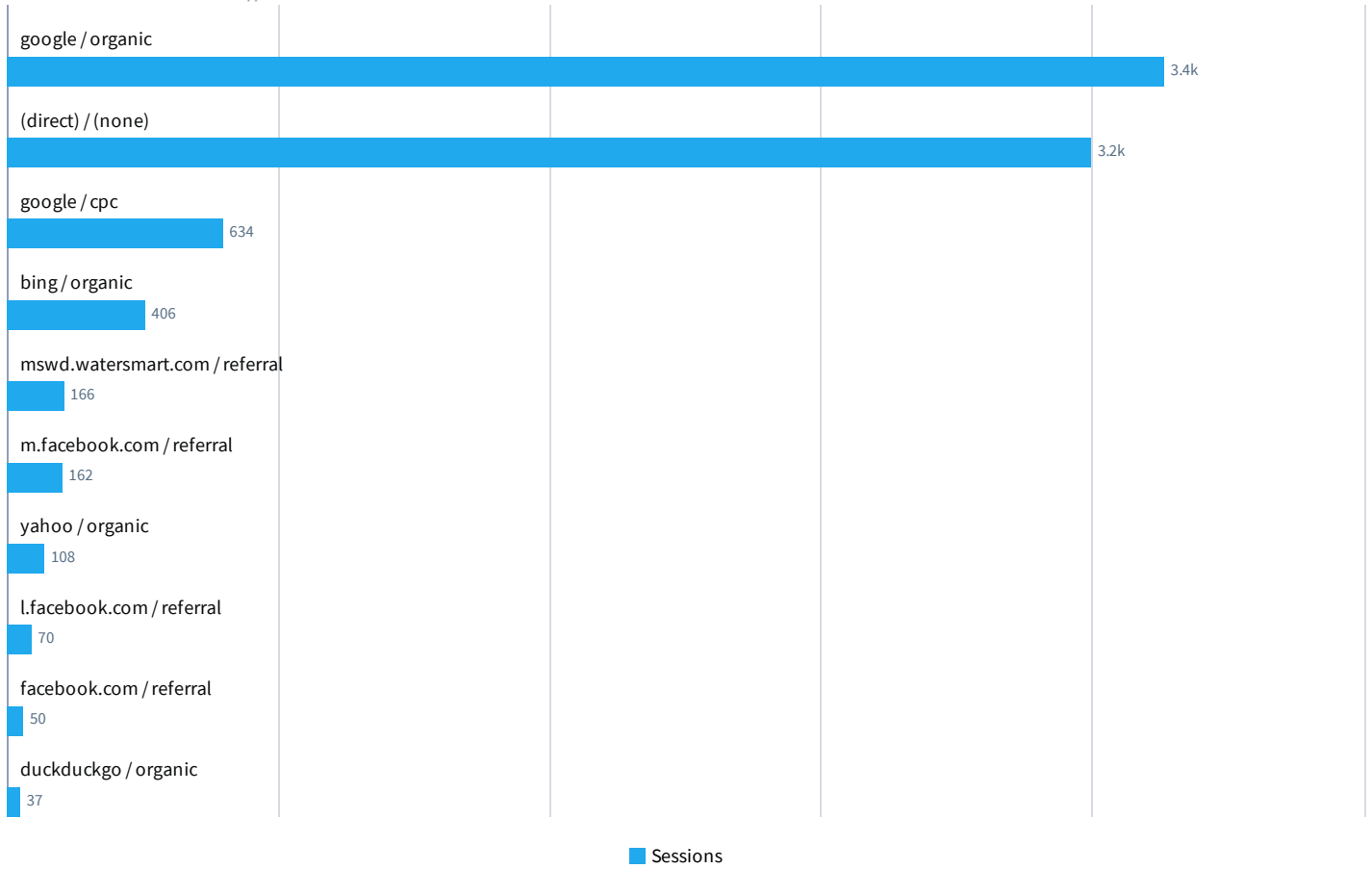
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



Item 25.

### USER REFERRERS

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



### AVG. SESSION DURATION

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

1m 56s

### PAGES / SESSION

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

2.74

### BOUNCE RATE

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

32.61%



**May 2023 Social Media Analytics**

# May 2023 Social Media Analytics

<i>Engagement Metrics</i>	<i>Totals:</i>	<i>% Change:</i>
<b>Total Engagements</b>	<b>736</b>	<b>37.83%</b>
Twitter	14	<b>-33.33%</b>
Facebook	373	<b>16.93%</b>
Instagram	328	<b>146.62%</b>
LinkedIn	21	<b>-65.57%</b>

# May 2023 Social Media Analytics

<i>Impressions Metrics</i>	<i>Total:</i>	<i>% Change:</i>
<b>Total Impressions</b>	<b>70,933</b>	<b>-65.00%</b>
Facebook	59,283	<b>-37.62%</b>
Instagram	11,352	<b>-89.39%</b>
LinkedIn	298	<b>-47.54%</b>

# May 2023 Social Media Analytics

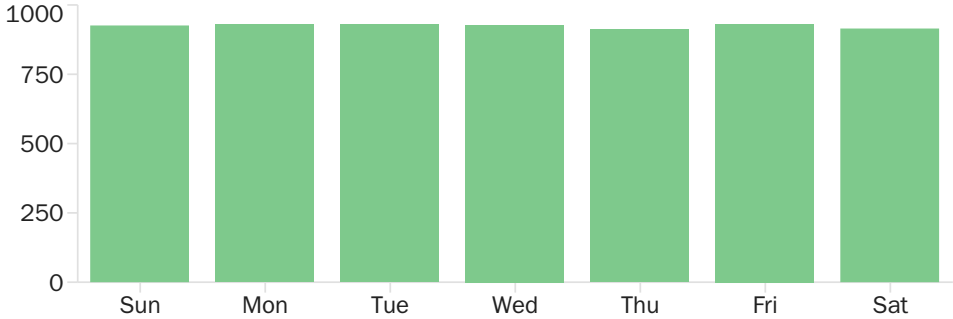
<i>Audience Metrics</i>	<i>Total Followers</i>	<i>Total gained:</i>	<i>% Change:</i>
<b>Cross-Platform Audience</b>	<b>1764</b>	<b>10</b>	<b>0.57%</b>
Twitter	94	-1	<b>-1.06%</b>
Facebook	1,228	9	<b>0.73%</b>
Instagram	271	0	<b>0.00%</b>
LinkedIn	171	2	<b>1.17%</b>

## Facebook Account Overview (May 1 - 31, 2023)

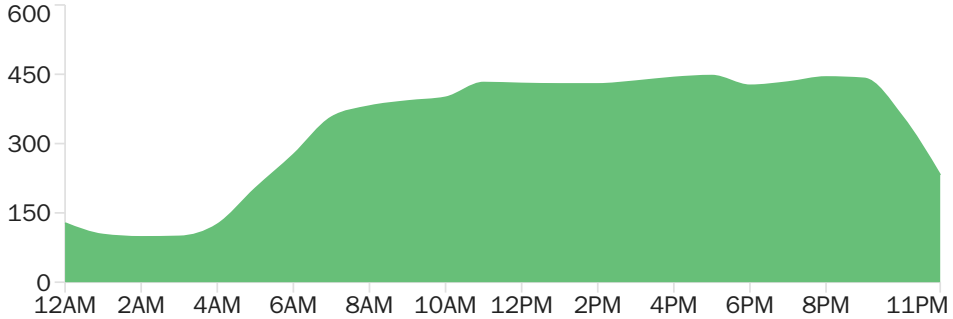
<p>Posts Published</p> <p style="font-size: 24px; font-weight: bold;">18</p> <p style="font-size: 12px;">+1   5.9%</p>	<p>Total Likes</p> <p style="font-size: 24px; font-weight: bold;">1,228</p> <p style="font-size: 12px;">+9   0.7%</p>	<p>New Likes</p> <p style="font-size: 24px; font-weight: bold;">13</p> <p style="font-size: 12px;">+12   1200.0%</p>	<p>Unlikes</p> <p style="font-size: 24px; font-weight: bold;">2</p> <p style="font-size: 12px; color: red;">+2</p>	<p>Engaged People</p> <p style="font-size: 24px; font-weight: bold;">2,353</p> <p style="font-size: 12px;">+1,301   123.7%</p>
<p>Total Reach</p> <p style="font-size: 24px; font-weight: bold;">47,651</p> <p style="font-size: 12px; color: red;">-29,037   -37.9%</p>	<p>Organic Reach</p> <p style="font-size: 24px; font-weight: bold;">2,479</p> <p style="font-size: 12px;">+471   23.5%</p>	<p>Paid Reach</p> <p style="font-size: 24px; font-weight: bold;">45,282</p> <p style="font-size: 12px; color: red;">-29,697   -39.6%</p>	<p>Impressions</p> <p style="font-size: 24px; font-weight: bold;">59,283</p> <p style="font-size: 12px; color: red;">-35,750   -37.6%</p>	<p>Video Views</p> <p style="font-size: 24px; font-weight: bold;">13,978</p> <p style="font-size: 12px;">+7,300   109.3%</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>Did you know? MSWD Customers can pre-pay their annual sew... <span style="float: right;">12.31%</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>Join the #MSWD team! We are looking for a Field Operatio... <span style="float: right;">737</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>Join the #MSWD team! We are looking for a Field Operatio... <span style="float: right;">9</span></p> </div> </div>
<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>Please join us in celebrating Public Service Recognition ... <span style="float: right;">10.67%</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>FOG Be nice to your pipes. Don't feed them wipes! Remember t... <span style="float: right;">283</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>FOG Be nice to your pipes. Don't feed them wipes! Remember t... <span style="float: right;">1</span></p> </div> </div>
<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>No Dirty Dishes Nobody likes a messy sink, especially on National No Dirt... <span style="float: right;">10.09%</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>If you or someone you know is in need of bill payment ass... <span style="float: right;">182</span></p> </div> </div>	<div style="display: flex; align-items: flex-start;"> <div style="flex-grow: 1;"> <p>If you or someone you know is in need of bill payment ass... <span style="float: right;">1</span></p> </div> </div>

Days your fans are online











Hours fans are online



















Item 25.















Facebook Post Metrics (May 1 - 31, 2023)

Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Video Views
May 30, 2023 3:01 PM PDT	 Image	 <p>Water a Plant Day Happy National Water a Flower Day! Drip irrigation offers the best option to keep outdoor flowers and plants looking great! As an added bonus, drip irrigation helps conserve water. #MSWD #wateraflo...</p>	104	4	3.85%	4	0	0	0	0
May 29, 2023 3:01 PM PDT	 Image	 <p>Memorial Day On this Memorial Day, we pay tribute to those who made the ultimate sacrifice for our country. Our offices are closed today in their honor. In the event of any water emergencies, our staff is avai...</p>	47	4	8.51%	4	0	0	0	0
May 26, 2023 12:04 PM PDT	 Link	 <p>Water Leaks Video Are you noticing some unusual occurrences in your yard? They could be signs of water leaks! Check out this video on the MSWD YouTube page to solve the mystery of these “Outdoor Oddities” around yo...</p>	66	5	7.58%	4	0	0	1	0
May 22, 2023 7:02 AM PDT	 Image	 <p>Low Income Clinic Don't forget to stop by our offices today for the Utility Assistance Clinic! The Low-Income Household Water Assistance Program (LIHWAP) and the Low-Income Home Energy Assistance Program (LIHEAP) p...</p>	101	8	7.92%	6	0	0	3	0

Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 25.
May 21, 2023 3:00 PM PDT	 Image	 <p>Protect Groundwater Help protect our groundwater by properly disposing of used motor oil. Instead of pouring it down the drain or on the ground, call Desert Disposal Services at (760) 329-5030 to arrange FREE pickup a...</p>	59	5	8.47%	5	0	0	0	0
May 18, 2023 3:01 PM PDT	 Image	 <p>No Dirty Dishes Nobody likes a messy sink, especially on National No Dirty Dishes Day! Keep it clean and remember to conserve water by waiting until your dishwasher is full before running it. #MSWD #nodirtydishesday</p>	109	11	10.09%	7	0	0	7	0
May 17, 2023 11:51 AM PDT	 Image	 <p>If you or someone you know is in need of bill payment assistance, MSWD is hosting Utility Assistance Clinics on Monday, May 22 and on Thursday, June 8. Representatives from Riverside County Commun...</p>	182	11	6.04%	6	1	1	8	0
May 16, 2023 4:13 PM PDT	 Image	 <p>Did you know? MSWD Customers can pre-pay their annual sewer service bill instead of allowing it to be placed on their property tax bill. For more information, visit <a href="http://www.mswd.org/prepaysewer">www.mswd.org/prepaysewer</a>.</p>	65	8	12.31%	5	1	0	3	0

Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 25.
May 15, 2023 3:01 PM PDT	 Image	 <p>Let's Talk Water Fill your brain with some water knowledge! We'll let the information flow at our next Water 101 class on May 25. Visit <a href="http://mswd.org/water101">mswd.org/water101</a> to learn more about these FREE events and sign up. Act quick...</p>	87	6	6.9%	5	0	0	2	0
May 12, 2023 3:01 PM PDT	 Link	 <p>Pool Leaks Does it seem like the water level in your pool keeps dropping? You may not be paranoid. It could be a leak! Check out this video to see a how you can perform an easy test to determine if your pool...</p>	117	6	5.13%	4	0	0	3	0
May 11, 2023 3:01 PM PDT	 Image	 <p>Low Income Struggling to keep up with your water bills? Help is available! The Low-Income Household Water Assistance Program (LIHWAP) and the Low-Income Home Energy Assistance Program (LIHEAP) provide financ...</p>	74	4	5.41%	4	0	0	0	0
May 10, 2023 4:22 PM PDT	 Video	 <p>Please join us in celebrating Public Service Recognition Week! Celebrated since 1985, PSRW is a nationwide public education campaign honoring the men and women who serve our nation as federal, stat...</p>	75	8	10.67%	5	0	0	15	32

Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 25.
May 09, 2023 3:46 PM PDT	 Video	 <p>April showers bring May progress! Our construction team is working to complete MSWD's new Nancy Wright Regional Water Reclamation Facility. Expected to be operational by the end of the year, the ne...</p>	84	7	8.33%	5	0	0	3	16
May 08, 2023 3:01 PM PDT	 Image	 <p>FOG Be nice to your pipes. Don't feed them wipes! Remember to toss wipes in the trash, even if the package says they're flushable. Wipes don't dissolve and can create messy clogs. #MSWD #NoFOG #dontfl...</p>	283	24	8.48%	7	2	1	19	0
May 05, 2023 3:01 PM PDT	 Image	 <p>Cinco De Mayo Happy Cinco de Mayo! If you are out celebrating, remember to drink plenty of water. You'll thank us on Seis de Mayo! #MSWD #cincodemayo #drinkwater</p>	116	6	5.17%	5	0	0	2	0
May 04, 2023 3:12 PM PDT	 Image	 <p>Give the gift of life! Stop by our offices at 66575 2nd Street on May 10 between 7 a.m. and 1 p.m. to make a life-saving blood donation. To schedule an appointment, visit <a href="http://Istream.org/MSWD">Istream.org/MSWD</a> or call ...</p>	72	5	6.94%	3	0	0	3	0


Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Item 25.
May 02, 2023 3:00 PM PDT	 Image	 <p>Teacher Appreciation Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We also support teachers throughout the year by offering in class presentations and class field trips ...</p>	99	7	7.07%	5	0	0	3	0
May 02, 2023 8:14 AM PDT	 Image	 <p>Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. In this position, you will perform unskilled and semi-skilled work in constructi...</p>	737	38	5.16%	11	1	9	29	0
Total			2,477	167		95	5	11	101	48
Average			137.6	9.3	6.74%	5.3	0.3	0.6	5.6	2.7


Twitter Account Overview (May 1 - 31, 2023)


Item 25.

Tweets Published	Total Likes	Total Retweets	Total Followers	Following
13 +3   30.0%	14	0	94 -1   -1.1%	99

3 Most Retweeted Posts

- 


**Teacher Appreciation**  
Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We support teachers... h...
- 


**Cinco De Mayo**  
Happy Cinco de Mayo! If you are out celebrating, remember to drink plenty of water. You'll thank us on Seis de Mayo... ..
- 


**FOG**  
Be nice to your pipes. Don't feed them wipes!  
Remember to toss wipes in the trash, even if the package says they'r... ..

0  
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0

3 Most Liked Posts

- 

**Memorial Day**  
On this Memorial Day, we pay tribute to those who made the ultimate sacrifice for our country. Our offices are clos... ..
- 













**Teacher Appreciation**  
Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We support teachers... h...
- 















**Cinco De Mayo**  
Happy Cinco de Mayo! If you are out celebrating, remember to drink plenty of water. You'll thank us on Seis de Mayo... ..

2  
1  
1

Twitter Post Metrics (May 1 - 31, 2023)

Item 25.

Date	Format	Post	Retweets	Likes
<p>May 30, 2023 3:02 PM PDT</p>	<p> Link</p>	<p> Water a Plant Day Happy National Water a Flower Day! Drip irrigation offers the best option to keep outdoor flowers and plants lookin... <a href="https://t.co/CjTLboX2tP">https://t.co/CjTLboX2tP</a></p>	<p>0</p>	<p>1</p>
<p>May 29, 2023 3:01 PM PDT</p>	<p> Link</p>	<p> Memorial Day On this Memorial Day, we pay tribute to those who made the ultimate sacrifice for our country. Our offices are clos... <a href="https://t.co/UpgvcQI6H8">https://t.co/UpgvcQI6H8</a></p>	<p>0</p>	<p>2</p>
<p>May 26, 2023 12:05 PM PDT</p>	<p> Link</p>	<p> Water Leaks Video Are you noticing some unusual occurrences in your yard? They could be signs of water leaks! Check out this video o... <a href="https://t.co/80jsKWIOBb">https://t.co/80jsKWIOBb</a></p>	<p>0</p>	<p>1</p>
<p>May 22, 2023 7:04 AM PDT</p>	<p> Link</p>	<p> Low Income Clinic Don't forget to stop by for the Utility Assistance Clinic! For help applying for this assistance, stop by our offic... <a href="https://t.co/bNNXsgoCYv">https://t.co/bNNXsgoCYv</a></p>	<p>0</p>	<p>1</p>
<p>May 21, 2023 3:00 PM PDT</p>	<p> Link</p>	<p> Protect Groundwater Help protect our groundwater by properly disposing of used motor oil. Instead of pouring it down the drain or on th... <a href="https://t.co/pAi4u1vRqX">https://t.co/pAi4u1vRqX</a></p>	<p>0</p>	<p>1</p>
<p>May 18, 2023 3:02 PM PDT</p>	<p> Link</p>	<p> No Dirty Dishes Nobody likes a messy sink, especially on National No Dirty Dishes Day! Keep it clean and remember to conserve water... <a href="https://t.co/9o00aLzbl6">https://t.co/9o00aLzbl6</a></p>	<p>0</p>	<p>1</p>

Date	Format	Post	Retweets	Item 25.
May 15, 2023 3:01 PM PDT	 Link	 <p>Let's Talk Water Fill your brain with some water knowledge! We'll let the information flow at our next Water 101 class on May 25. Vi... <a href="https://t.co/Ty24aw1xsc">https://t.co/Ty24aw1xsc</a></p>	0	1
May 14, 2023 3:00 PM PDT	 Link	 <p>Mother's Day Happy Mother's Day! MSWD raises a glass of water to toast all moms for their love and dedication. #MSWD #mothersday <a href="https://t.co/ZJI2mJcLWr">https://t.co/ZJI2mJcLWr</a></p>	0	1
May 12, 2023 3:02 PM PDT	 Link	 <p>Pool Leaks Does it seem like the water level in your pool keeps dropping? You may not be paranoid. It could be a leak! Check... <a href="https://t.co/KAyBkiB0bl">https://t.co/KAyBkiB0bl</a></p>	0	1
May 11, 2023 3:02 PM PDT	 Link	 <p>Low Income Struggling to keep up with your water bills? Help is available! We will be hosting a Utility Assistance Clinic on... <a href="https://t.co/Ka049uPiTN">https://t.co/Ka049uPiTN</a></p>	0	1
May 08, 2023 3:02 PM PDT	 Link	 <p>FOG Be nice to your pipes. Don't feed them wipes! Remember to toss wipes in the trash, even if the package says they'r... <a href="https://t.co/reoqRwqtd4">https://t.co/reoqRwqtd4</a></p>	0	1
May 05, 2023 3:02 PM PDT	 Link	 <p>Cinco De Mayo Happy Cinco de Mayo! If you are out celebrating, remember to drink plenty of water. You'll thank us on Seis de Mayo... <a href="https://t.co/UjRFav7OnV">https://t.co/UjRFav7OnV</a></p>	0	1
May 02, 2023 3:02 PM PDT	 Link	 <p>Teacher Appreciation Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We support teachers... <a href="https://t.co/LIH5juUYjf">https://t.co/LIH5juUYjf</a></p>	0	1




Date	Format	Post	Retweets	Item 25.
Total			0	14
Average			0.0	1.1

# Instagram Account Overview (May 1 - 31, 2023)


Item 25.

Posts Published	Total Followers	New Followers	Impressions	Reach	Profile Views
16	271	4	11,352	8,822	30
+1   6.7%	-2   -0.7%	-7   -63.6%	-95,678   -89.4%	-64,420   -88.0%	-78   -72.2%


### 3 Most Liked Posts

- 

Please join us in celebrating Public Service Recognition Week! Celebrated since 1985, PSRW is a nationwide public edu...

12
- 

Low Income  
Struggling to keep up with your water bills? Help is available! The Low-Income Household Water Assistance Program (L...

8
- 

Let's Talk Water  
Fill your brain with some water knowledge! We'll let the information flow at our next Water 101 class on May 25. Visi...

7

### 3 Most Commented Posts

- 

April showers bring May progress! Our construction team is working to complete MSWD's new Nancy Wright Regional Water...

1
- 

Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. ...







0
- 







Teacher Appreciation  
Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We also support teache...







0







## Instagram Post Metrics (May 1 - 31, 2023)







Item 25.



Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Video Views
May 30, 2023 3:04 PM PDT	 Image	 <p>Water a Plant Day Happy National Water a Flower Day! Drip irrigation offers the best option to keep outdoor flowers and plants looking great! As an added bonus, drip irrigation helps conserve water. #MSWD #wateraflo...</p>	6	0	27	24	6	25.0%	0	
May 29, 2023 3:03 PM PDT	 Image	 <p>Memorial Day On this Memorial Day, we pay tribute to those who made the ultimate sacrifice for our country. Our offices are closed today in their honor. In the event of any water emergencies, our staff is avai...</p>	3	0	20	18	3	16.67%	0	
May 22, 2023 7:08 AM PDT	 Image	 <p>Low Income Clinic Don't forget to stop by our offices today for the Utility Assistance Clinic! The Low-Income Household Water Assistance Program (LIHWAP) and the Low-Income Home Energy Assistance Program (LIHEAP) p...</p>	4	0	34	29	4	13.79%	0	

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 25.
May 21, 2023 3:01 PM PDT	 Image	 <p>Protect Groundwater Help protect our groundwater by properly disposing of used motor oil. Instead of pouring it down the drain or on the ground, call Desert Disposal Services at (760) 329-5030 to arrange FREE pickup a...</p>	5	0	43	34	5	14.71%	0	
May 18, 2023 3:04 PM PDT	 Image	 <p>No Dirty Dishes Nobody likes a messy sink, especially on National No Dirty Dishes Day! Keep it clean and remember to conserve water by waiting until your dishwasher is full before running it. #MSWD #nodirtydishesday</p>	3	0	28	24	3	12.5%	0	
May 17, 2023 11:51 AM PDT	 Image	 <p>If you or someone you know is in need of bill payment assistance, MSWD is hosting Utility Assistance Clinics on Monday, May 22 and on Thursday, June 8. Representatives from Riverside County Commun...</p>	2	0	32	29	2	6.9%	0	

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 25.
May 16, 2023 4:13 PM PDT	 Image	 <p>Did you know? MSWD Customers can pre-pay their annual sewer service bill instead of allowing it to be placed on their property tax bill. For more information, visit <a href="http://www.mswd.org/prepaysewer">www.mswd.org/prepaysewer</a>.</p>	6	0	52	43	6	13.95%	0	
May 15, 2023 3:03 PM PDT	 Image	 <p>Let's Talk Water Fill your brain with some water knowledge! We'll let the information flow at our next Water 101 class on May 25. Visit <a href="http://mswd.org/water101">mswd.org/water101</a> to learn more about these FREE events and sign up. Act quick...</p>	7	0	29	27	7	25.93%	0	
May 11, 2023 3:04 PM PDT	 Image	 <p>Low Income Struggling to keep up with your water bills? Help is available! The Low-Income Household Water Assistance Program (LIHWAP) and the Low-Income Home Energy Assistance Program (LIHEAP) provide financ...</p>	8	0	44	37	8	21.62%	0	

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 25.
May 10, 2023 4:21 PM PDT	 Video	 <p>Please join us in celebrating Public Service Recognition Week! Celebrated since 1985, PSRW is a nationwide public education campaign honoring the men and women who serve our nation as federal, stat...</p>	12	0		224	13	5.8%	1	
May 09, 2023 3:45 PM PDT	 Video	 <p>April showers bring May progress! Our construction team is working to complete MSWD's new Nancy Wright Regional Water Reclamation Facility. Expected to be operational by the end of the year, the ne...</p>	6	1		44	7	15.91%	0	
May 08, 2023 3:04 PM PDT	 Image	 <p>FOG Be nice to your pipes. Don't feed them wipes! Remember to toss wipes in the trash, even if the package says they're flushable. Wipes don't dissolve and can create messy clogs. #MSWD #NoFOG #dontfl...</p>	5	0	39	35	5	14.29%	0	

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 25.
May 05, 2023 3:04 PM PDT	 Image	 <p>Cinco De Mayo Happy Cinco de Mayo! If you are out celebrating, remember to drink plenty of water. You'll thank us on Seis de Mayo! #MSWD #cincodemayo #drinkwater</p>	6	0	32	28	6	21.43%	0	
May 04, 2023 3:12 PM PDT	 Image	 <p>Give the gift of life! Stop by our offices at 66575 2nd Street on May 10 between 7 a.m. and 1 p.m. to make a life-saving blood donation. To schedule an appointment, visit <a href="http://Istream.org/MSWD">Istream.org/MSWD</a> or call ...</p>	5	0	31	27	5	18.52%	0	
May 02, 2023 3:03 PM PDT	 Image	 <p>Teacher Appreciation Thanks, teachers! Join us as we celebrate educators during National Teacher Appreciation Week. We also support teachers throughout the year by offering in class presentations and class field trips ...</p>	4	0	31	27	4	14.81%	0	

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Item 25.
May 02, 2023 8:14 AM PDT	 Image	 <p>Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. In this position, you will perform unskilled and semi-skilled work in constructi...</p>	5	0	50	43	5	11.63%	0	
Total			87	1	492	693	89		1	
Average			5.4	0.1	35.1	43.3	5.6	12.84%	0.1	




LinkedIn Account Overview (May 1 - 31, 2023)


Item 25.

<p>Posts Published</p> <p><b>5</b></p> <p>-3   -37.5%</p>	<p>Likes</p> <p><b>14</b></p> <p>-35   -71.4%</p>	<p>Views</p> <p><b>36</b></p> <p>+21   140.0%</p>	<p>Followers</p> <p><b>171</b></p> <p>+2   1.2%</p>
<p>Comments</p> <p><b>0</b></p> <p>-1   -100.0%</p>	<p>Impressions</p> <p><b>298</b></p> <p>-270   -47.5%</p>	<p>Clicks</p> <p><b>7</b></p> <p>-13   -65.0%</p>	<p>Engagement Rate</p> <p><b>9.25%</b></p> <p>0.0   -3.7%</p>

3 Most Engaging Posts


- 

Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. ...

15.25%
- 

Pool Leaks

While water conservation is no joke, a little humor goes a long way when it comes to sharing messages with customers....


14.58%
- 

Teacher Appreciation


MSWD celebrates educators during this National Teacher Appreciation Week. We also support teachers throughout the yea...

9.68%

3 Most Shared Posts


- 

Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. ...

1
- 

Teacher Appreciation

MSWD celebrates educators during this National Teacher Appreciation Week. We also support teachers throughout the yea...

1
- 







Pool Leaks





While water conservation is no joke, a little humor goes a long way when it comes to sharing messages with customers....

1

## LinkedIn Post Metrics (May 1 - 31, 2023)

Item 25.

Date	Format	Post	Shares	Clicks	Engagement Rate	Reactions	Impressions	Comments
May 26, 2023 12:11 PM PDT	 Link	 <p>Water Leaks Video                      Customers who notice unusual occurrences in their yards could be looking at signs of water leaks!                      Check out this video on the MSWD YouTube page to solve the mystery of these “Outdoor Oddities” arou...</p>	0	2	8.2%	2	61	1
May 21, 2023 3:01 PM PDT	 Image	 <p>Protect Groundwater                      Protecting groundwater is a priority for MSWD and the waste hauler in our service area, Desert Disposal Services. To help our residential customers properly dispose used motor oil, we are reminding...</p>	0	1	5.41%	1	37	0
May 12, 2023 3:04 PM PDT	 Link	 <p>Pool Leaks                      While water conservation is no joke, a little humor goes a long way when it comes to sharing messages with customers. With summer approaching, people will be headed to swimming pools. Check out t...</p>	1	2	14.58%	4	48	0

Date	Format	Post	Shares	Clicks	Engagement Rate	Reactions	Impressions	Item 25.
May 02, 2023 3:04 PM PDT	 Image	 <p>Teacher Appreciation MSWD celebrates educators during this National Teacher Appreciation Week. We also support teachers throughout the year by offering in-class presentations and class field trips to the Mission Creek ...</p>	1	0	9.68%	2	31	0
May 02, 2023 10:41 AM PDT	 Image	 <p>Join the #MSWD team! We are looking for a Field Operations Technician I or II to work in our Operations Department. In this position, you will perform unskilled and semi-skilled work in constructi...</p>	1	3	15.25%	5	59	0
Total			3	8		14	236	1
Average			0.6	1.6	10.62%	2.8	47.2	0.2