



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, September 19, 2022 at 3:00 PM

Via Teleconference – No Live Attendance

NOTICE IS HEREBY GIVEN MISSION SPRINGS WATER DISTRICT BOARD MEETINGS WILL BE CONDUCTED PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20 AND CALIFORNIA'S ASSEMBLY BILL 361 IN AN EFFORT TO PROTECT THE PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS). THE PUBLIC MAY ATTEND AND PARTICIPATE TELEPHONICALLY AS THERE WILL BE NO PUBLIC LOCATION FOR ATTENDING IN PERSON. THE AUDIO/VIDEO RECORDING OF THESE MEETINGS MAY BE POSTED TO THE MSWD WEBPAGE FOLLOWING THE MEETING.

THE PUBLIC MAY SUBMIT ANY COMMENTS ADDRESSING ITEMS BELOW BY EMAILING [DPETEE@MSWD.ORG](mailto:DPETEE@MSWD.ORG) PRIOR TO THE START OF THE MEETING OR GIVE REAL TIME COMMENTS BY ATTENDING THE MEETING VIRTUALLY OR TELEPHONICALLY.

JOIN ZOOM MEETING:

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

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

---

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

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. RULES OF PROCEDURE
5. PUBLIC INPUT

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

### EMPLOYEE RECOGNITION

6. HUMAN RESOURCES REPORT

### ACTION ITEMS

- 7. RESOLUTION 2022-24- A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD SEPTEMBER 22, 2022 – OCTOBER 22, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

It is recommended to approve Resolution 2022-24, continuing teleconferencing meetings for the period of September 22, 2022 - October 22, 2022.

- 8. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2023 COMMITTEE AND EXPERT TEAM PARTICIPATION**

It is recommended that Board Members or Management Staff consider serving on one or more of CSDA's standing committees.

- 9. PROFESSIONAL SERVICES CONTRACT WITH TKE ENGINEERING FOR CIVIL ENGINEERING AND ROADWAY DESIGN SERVICES ON AVENUE 19, AVENUE 20 AND LITTLE MORONGO ROAD**

It is recommended to approve the scope of work and proposed agreement and authorize the General Manager to award an agreement with TKE Engineering, Inc. for Civil Engineering and Roadway Design Services on Avenue 19, Avenue 20 and Little Morongo Road, in the not to exceed amount of \$296,886.

- 10. RESOLUTION 2022-25 - RECOGNIZING OCTOBER 1-9, 2022 AS WATER PROFESSIONALS APPRECIATION WEEK**

It is recommended to approve Resolution 2022-25, recognizing October 1-9, 2022, as Water Professionals Appreciation Week.

### DISCUSSION ITEMS

- 11. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**
- 12. CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**

### CONSENT AGENDA

*Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.*

- 13. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

August 11, 2022 - Study Session  
 August 15, 2022 - Board Meeting  
 August 25, 2022 - Special Meeting

**14. REGISTER OF DEMANDS**

The register of demands totaling \$3,274,046.88

**REPORTS****15. DIRECTOR'S REPORTS****16. GENERAL MANAGER'S REPORT**

Included in the GM report is the following oral report:

A. Public Affairs Update

**COMMENTS****17. DISTRICT COUNSEL COMMENTS****18. DIRECTOR COMMENTS****CLOSED SESSION****19. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

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

One Case: Case No. RIC 2003782

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

**20. 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)

**21. CONFERENCE WITH LEGAL COUNSEL REGARDING SIGNIFICANT EXPOSURE TO LITIGATION**

pursuant to Government Code Section 54956.9(d)(2) and/or (3)

(One potential case related to a threat of litigation by Coachillin Holdings, LLC)

**22. REPORT ON ACTION TAKEN DURING CLOSED SESSION****23. ADJOURN**

---

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

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

---

**CERTIFICATION OF POSTING**

I certify that on or before Septmeber 16, 2022, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



---

Arden Wallum  
Secretary of the Board of Directors

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** SEPTEMBER 15 & 19, 2022

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



---

## HUMAN RESOURCES REPORT

### PERSONNEL ACTIVITY FOR THE PERIOD AUGUST 1-31, 2022

---

#### NEW HIRES

Rachel Pust    Accounting Manager

#### ANNIVERSARIES

Joe Hernandez    Field Service Representative II    15 Years

#### PROMOTIONS

None

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

Joey McElrone    Wastewater Treatment Plant Operator Grade 1

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING(S)  
**MEETING DATE(S):** SEPTEMBER 15 & 19, 2022  
**FROM:** LEGAL COUNSEL



**FOR:** ACTION X DIRECTION INFORMATION

---

## RESOLUTION 2022-24

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

---

### STAFF RECOMMENDATION

It is recommended to approve Resolution 2022-24, continuing abbreviated teleconferencing procedures for meetings of legislative bodies of the District, on a month to month basis, for the period of September 22, 2022 through October 22, 2022.

### SUMMARY

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

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

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

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

- Effective March 1, 2022 , the requirement that unvaccinated individuals mask in indoor public settings will move to a strong recommendation that all persons, regardless of vaccine status, continue indoor masking.
- Universal masking shall remain required in specified high-risk settings.  
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

The current masking requirements in California are:

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

- Emergency shelters and cooling and heating centers
- Healthcare settings
- State and local correctional facilities and detention centers
- Long Term Care Settings & Adult and Senior Care Facilities

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

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

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

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

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

None

#### **ATTACHMENTS**

Resolution 2022-24

**RESOLUTION NO. 2022-24**

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

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

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

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

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

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

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

**WHEREAS**, the Board of Directors previously adopted Resolution No. 2022-22 on August 15, 2022, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

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

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



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

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

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

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

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

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

**Section 1. Recitals.**

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

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

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

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

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

**Section 4. Remote Teleconference Meetings.**

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

**Section 5. Effective Date.**

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

**Section 6. Certification.**

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

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

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

---

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):** SEPTEMBER 15 & 19, 2022

**FROM:** DORI PETEE – EXECUTIVE ASSISTANT

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




---

## CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2023 COMMITTEE AND EXPERT TEAM PARTICIPATION

---

### STAFF RECOMMENDATION

Board consideration of a nomination of a candidate to serve on one or more of CSDA's standing committees and/or expert team participation.

### SUMMARY

A candidate for a CSDA Committee or Expert Feedback Teams must be a staff person or Board member of MSWD. Committee participation begins in January 2023.

Committees need dedicated participants who can expend the time to provide their expertise in directing the activities and policies of CSDA. Committees play a key role in establishing the direction and priorities of the association. Committee involvement is crucial to the success of activities and the development of CSDA.

- Legislative Committee: Develops CSDA's legislative agenda.
- Professional Development Committee: Provides direction for professional development and events.
- Member Services Committee: Supports member recruitment and retention efforts.
- Audit Committee: Maintains and updates internal controls.
- Elections & Bylaws Committee: Conducts annual elections and occasional bylaws reviews.
- Fiscal Committee: Oversees the financial direction of the organization.

Expert Feedback Teams provide input to CSDA advocacy staff on specific areas of public policy facing special districts. Team members need only reply to periodic emails with their thoughts, opinions, and experiences. Expert feedback team members will not be required to travel; they should expect to receive a handful of e-mails each month and, on rare occasions, they may be contacted by phone.

Committee interest forms will be submitted online at CSDA.net

### FISCIAL IMPACT

MSWD would be responsible for all costs associated with participation of its representatives on CSDA committees. This would include travel to Sacramento and other locations for meetings.

### ATTACHMENTS

Time commitments & attendance information (CSDA Committees)



## California Special Districts Association

*Districts Stronger Together*

# Time Commitments & Attendance

## CSDA Committees

CSDA relies on the participation of our members in order to guide the association. Committee involvement is crucial to the success of activities and the development of CSDA policies. The talent and energy of the individuals who serve on CSDA's committees and to the issues that concern special districts in California are the critical components of CSDA's success.

### **Legislative Committee (space is limited):**

Develops CSDA's legislative agenda; reviews, directs, and assists with legislative/public policy issues.

Commitment: Meets three times annually in Sacramento and four times annually via webinar. Committee members must additionally attend CSDA's Special Districts Legislative Days in Sacramento, CA and Annual Conference and are also invited to the legislative planning session.

Working Groups: Each legislative committee member will be assigned to 1 or 2 working groups. Working groups include; environment, formation and reorganization, governance, human resources and personnel, public works and facilities, and revenue.

**Professional Development Committee:** Plans, organizes and directs the professional development and events for CSDA.

Commitment: Meets at least twice annually.

**Member Services Committee:** Responsible for recruitment of new members, member retention, development of new member benefits and review of current programs.

Commitment: Meets at least twice annually.

**Audit Committee:** Responsible for maintaining and updating internal controls. Provides guidance to auditors regarding possible audit and fraud risks.

Commitment: May meet with auditors prior to the commencement of the audit, when

audit is completed and possibly one meeting during the auditing process. Financial experience preferred.

**Elections & Bylaws Committee:** Conducts annual elections and occasionally reviews bylaws upon request of the CSDA Board, members, or as needed.

Commitment: Minimum of one meeting in Sacramento.

**Fiscal Committee:** Oversees the financial direction of the organization including budget review and implementation.

Commitment: Meets at least three times annually. Financial experience preferred.

# AGENDA STAFF REPORT



**MEETING NAME:** Regular Board Meeting  
**MEETING DATE(S):** September 15 & 19, 2022  
**FROM:** Brian Macy – Assistant General Manager

**FOR:** ACTION   X   DIRECTION        INFORMATION       

---

## PROFESSIONAL SERVICES CONTRACT WITH TKE ENGINEERING FOR CIVIL ENGINEERING AND ROADWAY DESIGN SERVICES ON AVENUE 19, AVENUE 20 AND LITTLE MORONGO ROAD

---

### STAFF RECOMMENDATION

Approve the scope of work and proposed agreement and authorize the General Manager to award an agreement with TKE Engineering, Inc. for Civil Engineering and Roadway Design Services on Avenue 19, Avenue 20 and Little Morongo Road, in the not to exceed amount of \$296,886.

### SUMMARY

On June 2, 2022 MSWD staff solicited proposals for consulting civil engineering and design services for the design of 19th Avenue, 20th Avenue and Little Morongo Road, which extend along the property frontage of the Regional Water Reclamation Facility (RWRf). Staff reviewed the seven proposals received from various civil engineering consulting firms and based on the proposals received, staff selected TKE Engineering as the most qualified engineer to prepare the construction plans, specifications, and construction estimates. The contract term will be for 18 months.

### ANALYSIS

In April 2022, the RWRf started construction and it is anticipated to be complete by the end of 2023. Presently the roadways along the frontage of the RWRf (19th Avenue, 20th Avenue and Little Morongo Road) are unimproved. MSWD issued a Request for Proposals for Civil Engineering and Roadway Design Services from design consultants to prepare construction plans, specifications and construction estimates for the proposed roadway improvements. Staff carefully reviewed all seven proposals received and selected TKE Engineering, Inc. Seven proposals were received from:

- TKE Engineering
- Dudek
- Onward Engineering
- KOA
- Engineering Resources of Southern California, Inc.
- Valued Engineering
- PdM Consulting

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for consulting design services to prepare construction plans, specifications and estimates is in the not-to-exceed amount of \$296,886. There is adequate funds within the project budget for this work.

### ATTACHMENTS

- Consultant Proposal
- Consultant Cost Proposal
- Consultant Contract

**Mission Springs Water District**

Roadway Design Services on 19th Avenue, 20th Avenue and Little Morongo Road - Regional Water Reclamation Facility

**Fee Schedule Breakdown**

Task No.	Task	Project Manager		Project Engineer		Assistant Engineer/Designer		Clerical		Survey Crew		Subconsultants	Total
		Hours	\$	Hours	\$	Hours	\$	Hours	\$	Hours	\$	\$	\$
Schedule I													
1.	Project Management	12	\$ 1,980	16	\$ 2,480		\$ -	16	\$ 1,360		\$ -		\$ 5,820
2.	Reconnaissance and Field Surveys												\$ -
2.1	Records Research		\$ -	2	\$ 310	4	\$ 540	16	\$ 1,360		\$ -		\$ 2,210
2.2	Topographic Survey	2	\$ 330	2	\$ 310		\$ -		\$ -	48	\$ 11,520		\$ 12,160
2.3	Geotechnical Evaluation and Report <sup>2.)</sup>	2	\$ 330	2	\$ 310		\$ -	2	\$ 170		\$ -	\$ 12,397	\$ 13,207
2.4	Geotechnical Design Report	2	\$ 330	2	\$ 310		\$ -	2	\$ 170		\$ -	\$ 1,650	\$ 2,460
3.	Environmental Analysis <sup>3.)</sup>	10	\$ 1,650	16	\$ 2,480	24	\$ 3,240		\$ -			\$ 82,500	\$ 89,870
4.	Preliminary Engineering	36	\$ 5,940	72	\$ 11,160	136	\$ 18,360	40	\$ 3,400				\$ 38,860
5.	Composite Utility Plan	2	\$ 330	8	\$ 1,240	16	\$ 2,160		\$ -	2	\$ 480		\$ 4,210
6.	Right-of-Way	8	\$ 1,320	12	\$ 1,860	16	\$ 2,160	4	\$ 340		\$ -		\$ 5,680
7.	Permitting	10	\$ 1,650	44	\$ 6,820	68	\$ 9,180	24	\$ 2,040		\$ -		\$ 19,690
8.	Construction Documents												\$ -
8.1	60% Design	48	\$ 7,920	92	\$ 14,260	176	\$ 23,760	44	\$ 3,740		\$ -		\$ 49,680
8.1	Coordination with Agencies/Utilities	2	\$ 330	2	\$ 310	4	\$ 540	4	\$ 340		\$ -		\$ 1,520
8.1	60% Design Review Meeting	4	\$ 660	2	\$ 310		\$ -	1	\$ 85		\$ -		\$ 1,055
8.2	90% Design	36	\$ 5,940	48	\$ 7,440	92	\$ 12,420	26	\$ 2,210		\$ -		\$ 28,010
8.2	90% Design Review Meeting	4	\$ 660	2	\$ 310		\$ -	1	\$ 85		\$ -		\$ 1,055
8.3	100% Design	12	\$ 1,980	20	\$ 3,100	48	\$ 6,480	10	\$ 850		\$ -		\$ 12,410
8.3	Final Coordination with Agencies/Utilities	2	\$ 330	2	\$ 310	4	\$ 540	4	\$ 340		\$ -		\$ 1,520
9.	Construction Bidding Phase	4	\$ 660	6	\$ 930	8	\$ 1,080	4	\$ 340		\$ -		\$ 3,010
10.	Construction Support Phase	2	\$ 330	2	\$ 310	4	\$ 540	4	\$ 340		\$ -		\$ 1,520
<b>Subtotal:</b>		186	\$ 30,690	336	\$ 52,080	600	\$ 81,000	186	\$ 15,810	50	\$ 12,000		\$ 293,947
												<b>Reimbursables (@1%)<sup>1.)</sup>:</b>	\$ 2,939
												<b>Project Total:</b>	\$ 296,886

**Rates:**

Project Manager	\$ 165 /HR
Project Engineer	\$ 155 /HR
Assistant Engineer/Designer	\$ 135 /HR
Clerical	\$ 85 /HR
2-Man Survey Crew	\$ 240 /HR

**Notes:**

- 1.) Reimbursables Include Cost for Prints, Copies, Mileage, Etc.
- 2.) Subconsultant Fees for Aragon Geotechnical, Inc.
- 3.) Subconsultant Fees for Ultra Systems Environmental

**TKE Engineering, Inc.**

**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 - 5 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: \_\_\_\_\_

PROJECT DIR#:   N/A  

TITLE: **Civil Engineering and Roadway Design Services on Avenue 19,  
Avenue 20, and Little Morongo Road**

The undersigned Consultant agrees to furnish the following:

**All Work/Services per the attached Exhibit A – Proposal provided by TKE Engineering, Inc., and per Exhibit B – Term, Early Termination & Notice**

Contract price \$:   Not to Exceed \$296,886.00  

Term:   **Eighteen (18) months 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

By: \_\_\_\_\_  
Steve Ledbetter

Title   General Manager  

Title   Vice President  

Other authorized representative(s):

Other authorized representative(s):

  Brian Macy    
Assistant General Manager

  Eric Weck    
Engineering Manager



Consultant agrees with the Mission Springs Water District that:

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

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

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

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

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. Auto 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."
  - Workers Compensation Insurance – As required by the State of California with limits of no less than \$1,000,000 per accident for bodily injury or disease. Waiver of Subrogation: The insurer(s) 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.
  - The general liability coverage is to state or be endorsed (with as broad as ISO endorsement CG 20 01 04 13) to state "such insurance shall be primary and any insurance, self-insurance or other coverage maintained by Mission Springs Water District, its directors, officers, employees, or authorized volunteers shall not contribute to it".
  - Coverage is to be placed with a carrier with an A.M. Best rating of no less than A- VII, or equivalent, or as otherwise approved by Mission Springs Water District.
  - The coverage shall contain no special limitations on the scope of protection afforded to Mission Springs Water District, its directors, officers, employees, or authorized volunteers.
  - In the event that the Consultant employs other consultants (sub-consultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified above.
- f. If any of the required coverages expire during the term of this agreement, the Consultant shall deliver the renewal certificate(s) to Mission Springs Water District at least ten (10) days prior to the expiration date.
  - g. Consultant shall not accept direction or orders from any person other than the General Manager or the person(s) whose name(s) is (are) inserted on Page 1 as "other Authorized Representative(s)."
  - h. Payment, unless otherwise specified on Page 1, is to be within thirty (30) days after acceptance by Mission Springs Water District.
  - i. Professional permits required by governmental authorities will be obtained at Consultant's expense, and Consultant will comply with applicable local, state, and federal regulations and statutes including but not limited to Cal/OSHA requirements.
  - j. Any change in the scope of the professional services to be done, method of performance, nature of materials or price thereof, or to any other matter materially affecting the performance or nature of the professional services will not be paid for or accepted unless such change, addition or deletion is approved in advance, in writing by a supplemental agreement executed by Mission Springs Water District. Consultant's "Authorized Representative(s)" has (have) the authority to execute such written change for Consultant.

- k. Unless otherwise agreed upon in writing, all reports, documents, or other written material, including any documents, images, photographs, video files, or other media created or developed by Consultant as part of the services required hereunder (“Written Products”) shall be considered to be “works made for hire”, and all Written Products and any and all intellectual property rights arising from their creation, including, but not limited to, all copyrights and all other proprietary rights, shall be and remain the property of Mission Springs Water District without restriction or limitation upon their use, duplication or dissemination by Mission Springs Water District, except as otherwise provided herein. Consultant shall not obtain or attempt to obtain copyright protection as to any of the Written Products.
- l. Consultant hereby assigns to Mission Springs Water District all ownership and any and all intellectual property rights to the Written Products that are not otherwise vested in Mission Springs Water District pursuant to section above.
- m. Consultant shall not disclose, publish, or authorize others to disclose or publish, design data, drawings, specifications, reports, or other information pertaining to the projects assigned to the Consultant by the Mission Springs Water District or other information to which the Consultant has had access during the term of this Agreement without the prior written approval of an Authorized Representative during the term of this Agreement. Consultant’s covenant under this section shall survive the termination of this Agreement.
- n. Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by the Mission Springs Water District or the Authorized Representative. The Consultant shall maintain adequate records on services provided in sufficient detail to permit an evaluation of service. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. At all times during regular business hours, Consultant shall provide access to such books and records to the Authorized Representative or his or her designees and shall give the Authorized Representative or his or her designees the right to examine and audit such books and records and to make transcripts as necessary, and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement.
- o. This Agreement is personal to the Consultant. Any attempt to assign or subcontract any right or obligation hereunder by the Consultant shall be void unless approved in writing in advance by the Authorized Representative. Consultant's services pursuant to this Agreement shall be provided by the representative or directly under the supervision of the representative and Consultant shall not assign another to supervise the Consultant's performance of this Agreement without the prior written approval of the Mission Springs Water District, by and through the Authorized Representative.
- p. Consultant shall not maintain, commit, or permit the maintenance or commission of any nuisance in connection with the performance of services under this Agreement.
- q. Consultant agrees to be familiar with and comply with all applicable federal, state, and local conflict of Interest laws, including, but not limited to, the Political Reform Act (California Government Code Sections 81000, et seq.) and California Government Code Section 1090. During the term of this Agreement, Consultant shall retain the right to perform similar services for other clients, but Consultant and its officers, employees, associates, and subcontractors shall not, without the prior written approval of the Authorized Representative, perform work for another person or entity for whom Consultant is not currently performing work that would require Consultant or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict-of-interest statute.
- r. A waiver by the Mission Springs Water District of any breach of any term, covenant, or condition contained in this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant, or condition contained in this Agreement whether of the same or different character.

- s. The Consultant shall commence, carry on, and complete all required tasks with all practicable dispatch, in a sound, economical, and efficient manner in accordance with all applicable laws and generally accepted industry standards.
- t. No Third-Party Beneficiaries. The Mission Springs Water District shall not be obligated or liable under this Agreement to any party other than the Consultant.
- u. In no event shall the making by the Mission Springs Water District of any payment to the Consultant constitute or be construed as a waiver by the Mission Springs Water District of any breach of covenant, or any default which may then exist, on the part of the Consultant, and the making of any such payment by the Mission Springs Water District while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Mission Springs Water District with regard to such breach or default.
- v. If any legal action is necessary to enforce any provision of this Agreement or for damages by reason of an alleged breach of any provisions of this Agreement, the prevailing Party shall be entitled to receive from the losing Party all costs and expenses in such amount as the courts may determine to be reasonable. In awarding the cost of litigation, the court shall not be bound by any court fee schedule, but shall, if it is in the interest of justice to do so, award the full amount of costs, expenses, and attorneys' and experts' fees paid or incurred in good faith.
- w. In the performance of the work required by this Agreement, Consultant shall abide by and conform with and to any and all applicable laws of the United States and the State of California, and with the local County and Municipal Code, ordinances, regulations and policies.
- x. If any part, term, or provision of this Agreement shall be held illegal, unenforceable, or in conflict with any law of a federal, state, or local government having jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected by such holding.
- y. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be the Superior Court of Riverside County, California.
- z. This Agreement represents the entire Agreement between the Mission Springs Water District and Consultant with respect to the subject matter hereto and supersedes all prior oral or written negotiations, representations, or agreements. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns. In the event of any inconsistency between the provisions of this Agreement and Consultant's proposal or Quote, and Exhibits hereto, the provisions of this Agreement shall control.
- aa. Precedence of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated in this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail.
- bb. Consultant will act hereunder as an independent contractor. This agreement shall not and is not intended to constitute Consultant as an agent, servant, or employee of the Mission Springs Water District and shall not and is not intended to create the relationship of partnership, joint venture or association between the Mission Springs Water District and Consultant.
- cc. Each of the signatories herein hereby represents that he or she has the authority to execute the Agreement on behalf of his or her contracting party.

# REQUEST for PROPOSAL

## CIVIL ENGINEERING AND ROADWAY DESIGN SERVICES ON 19TH AVE., 20TH AVE., AND LITTLE MORONGO ROAD - REGIONAL WATER RECLAMATION FACILITY



for:

**MISSION SPRINGS WATER DISTRICT**  
66575 Second Street  
Desert Hot Springs, CA 92240



*July 1, 2022*

Prepared by:



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



July 1, 2022

Eric Weck, P.E., Engineering Manger  
**Mission Springs Water District**  
29844 Haun Road  
Menifee, CA 92586

**Subject: Proposal for Civil Engineering and Roadway Design Services on 19th Ave., 20th Ave., and Little Morongo Road – Regional Water Reclamation Facility**

Dear Mr. Weck:

Thank you for the opportunity to present this material outlining TKE Engineering, Inc. (TKE's) qualifications. Enclosed herein are our qualifications to provide Civil Engineering Street Improvement Design Services for the Mission Springs Water District (MSWD).

Why should the District choose TKE to provide engineering design consulting services? Please consider the following:

**1. Firm Identification** – TKE, a California Corporation, is a full service, multi-disciplinary consulting corporation located at 2305 Chicago Avenue, Riverside, California 92507 and can be found online at [www.tkeengineering.com](http://www.tkeengineering.com). We have 22 years of experience with providing design services for street improvement projects to public agencies and are highly qualified to perform the services necessary for project delivery. We are enthusiastic about the opportunity to assist MSWD in bettering the infrastructure around the Regional Water Reclamation Facility.

**2. Key Contact** – Terry Renner, P.E., Q.S.D., Principle In-Charge, is an authorized signatory of the firm and will be TKE's contact person for the duration of the proposal evaluation and contract. He can be reached by telephone at (951) 680-0440, fax at (951) 680-0490 and e-mail at [trenner@tkeengineering.com](mailto:trenner@tkeengineering.com).

**3. Our Team** – MSWD will benefit greatly by continuing the vision, leadership, and dedication to community exhibited by TKE's project team. Our experience in the region, numerous accomplishments and management skills will help maintain continuity with MSWD staff and community residents, while avoiding potential conflicts in the delivery of MSWD's project. In particular, Octavio Parada, Project Manager and Justin Schlaefli, P.E., T.E., P.T.O.E., Project Engineer, have a vast amount of experience with all aspects of street improvement projects and their experience extends from project planning to design and extend through bidding and construction. Their excellent project management skills will provide a great benefit to MSWD, in particular, their experience with "cutting edge" creative engineering techniques focused on cost control, ensuring that projects provide the maximum value for the public's investment. TKE has contracted with Aragon Geotechnical Inc. for geotechnical services and UltraSystems for environmental services. TKE has developed an excellent working relationship with our subconsultants that allows our team to seamlessly provide MSWD a full range of project services.

**4. Our Experience and Qualifications** – TKE is a full-service, multi-disciplinary firm with direct experience related to the proposed street improvement project and a wide range of experience in street improvement, sidewalk and drainage projects. TKE's history with the RWRP, MSWD, City of Desert Hot Springs staff and broad range of successful services includes turnkey program and project management and delivery for a diverse array of street design projects, which will help keep this project design on schedule. MSWD benefits from our broad range of experience through our intimate understanding of the common pitfalls for each project variation and our past history of successfully overcoming these challenges.

**5. Our Commitment** – TKE is committed to providing high quality, efficient services to meet all of MSWD’s needs. Prior to beginning any services, TKE will meet to discuss project requirements and scheduling needs. Our Project Manager will be in contact with MSWD staff each week 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.

Our broad array of services and team provide MSWD a trusted consultant to turn to for this challenging project. We pride ourselves in the management and completion of special, atypical projects and thrive on challenging budgets and deadlines. It is this commitment to service and diverse array of offerings that makes us unique and drives our long-standing relationship with our client base and it is these qualities that make us “the right fit” for MSWD.

**7. Our Value** – TKE’s management team and staff are fundamentally committed to creating value in each task that we perform. As such, we have created a professional culture wherein each member of our staff constantly strives for increased efficiency, ultimately allowing us to provide highly professional services at competitive rates.

**8. Proposal Validity** – TKE’s proposal shall remain valid for a period of 120 days from the date of submittal.

**9. Conflicts** – TKE has no conflicts of interest that may arise from this engagement.

**10. Proposed Contract Agreement Modifications** - TKE takes no exceptions or modifications to any documents provided by MSWD related to the Request for Proposal.

Thank you for your consideration. TKE would very much appreciate the opportunity to continue working with MSWD. If you have any questions, please call me at (951) 680-0440 or e-mail me at [trenner@tkeengineering.com](mailto:trenner@tkeengineering.com).

Sincerely,



Terry Renner, P.E., Q.S.D.  
Senior Vice President  
TKE Engineering Inc.

# Technical Proposal

## Section A: Cover Letter

## Section B: Background and Understanding

## Section C: Personnel Qualifications

## Section D: Experience and References

## Section E: Firm Resources

## Section F: Rate Schedule (In a Separate File)



### Prepared for:



#### **Mission Springs Water District**

66575 Second Street

Desert Hot Springs, CA 92240

**Contact:** Eric Weck, P.E., Engineering  
Manager

**Phone:** (760) 329-6448 ext. 125

**E-mail:** [eweck@mswd.org](mailto:eweck@mswd.org)

### Prepared by:



#### **TKE Engineering, Inc.**

2305 Chicago Avenue

Riverside, CA 92507

**Contact:** Terry Renner, P.E., Q.S.D., Senior  
Vice President

**Phone:** (951) 680-0440

**Fax:** (951) 680-0490

**E-mail:** [trenner@tkeengineering.com](mailto:trenner@tkeengineering.com)



## TKE Engineering, Inc. | AT A GLANCE

**City/District Engineer**

TKE is the City District Engineer in 10 Cities/Districts

**Staff Augmentation**

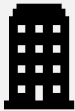
TKE currently provides Staff Augmentation in 10 Cities / Counties / Districts

**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**

45 Professional Engineers, Project Managers, Surveyors, Plan Checkers, Inspectors, Designers, Construction Managers, and Support Staff

**Location of Office**

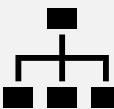
TKE Engineering, Inc.  
2305 Chicago Avenue  
Riverside, CA 92507

**Years in Business**

TKE has conducted business for the past 22 years and has 22 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**

Terry Renner, P.E., Q.S.D.  
Senior Vice President  
2305 Chicago Avenue  
Riverside, CA 92507  
Phone: (951) 680-0440  
Email: trenner@tkeengineering.com

**SECTION B | BACKGROUND AND UNDERSTANDING****1. FIRM BACKGROUND**

TKE Engineering, Inc. (TKE), a California Corporation, was established in 2000, and in the last 22 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 22 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 construction management and inspection services on the RWRP treatment plant and sewer project and is 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, transportation expertise, communication skills, numerous accomplishments, as well as management skills, will help maintain continuity in the delivery of MSWD’s 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.

### FINANCIAL CONDITION

TKE’s organizational structure has steadily grown since our inception 22 years ago, which provides us with a solid foundation and ensures successful completion of this project. In TKE’s 22 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.

## 3. PROJECT UNDERSTANDING

The District is currently in construction for their Regional Water Reclamation Project, consisting of the Regional Water Reclamation Facility (RWRf), the Regional Conveyance Trunk Sewer, and the Area M2 Collection System. The District’s success with its Groundwater Quality Protection Program has driven the need for additional wastewater treatment capacity. The RWRf is a high priority, landmark project for the District and providing safe and efficient access to the RWRf is of the utmost importance to its overall success. In addition, the RWRf will serve as a showcase facility for other agencies and manufacturers due to its innovative features. The RWRf is located in an undeveloped

industrial area and is only accessible via unmaintained dirt road off of Dillon Road to the north and 20<sup>th</sup> Avenue to the west. The proposed roadway design will span the north, west, and east boundary of the RWRf, tying in with adjacent industrial development projects to provide an overall completeness to the project and surrounding industrial areas. TKE has been intricately involved with the Regional Water Reclamation Project development, design, and construction, including project management, construction management, and grant funding acquisition and administration. We appreciate the opportunity to parlay our unmatched project understanding and street project delivery success for the District.

The District is requesting qualified consultants to partner with to provide professional roadway design services and complete a bid ready design package by July 2023. TKE has extensive experience with an excellent reputation in both the design of and construction support of street widening improvement projects. Throughout our history of 22 years serving Southern California, we have provided design and construction support services for over 100 miles of street widening, pedestrian enhancements and drainage facility projects. We have successfully completed complex and challenging projects for a variety of municipal agencies who have continued to request that we partner with them in delivering projects to their communities. Our street and drainage improvement projects have included the full services of civil engineering design, including coordination with environmental, appraisal, acquisition, geotechnical, landscape, electrical, and structural engineers, multiple stakeholders (i.e. City and County), and other consultants necessary for the completion of challenging projects. We are sure that the successful results of our past performance in the delivery of street improvement projects, along with our firm’s proven ability to utilize our experience for a complete and well-engineered project, will provide a valuable resource to the District.

Because of the current budgetary constraints, we understand the importance of maximizing the amount of improvements that can be built with available funding. TKE accomplishes this through creative engineering techniques and a collaborative effort between the public agencies and the

community. Our team has demonstrated the ability to build project coalitions time and time again.

Finally, it doesn't matter how much community support that's developed if the project isn't delivered! We understand how important time and budget are to this project. The District needs the right partner, with a proactive approach to project completion, to ensure the successful timing and completion the proposed roadway project.

### PROJECT MANAGEMENT

Project management is the most critical element for successful completion of any design project and is especially important for this project since we will be coordinating with subconsultants for environmental compliance, regulatory permitting and utility coordination/relocations on a tight schedule.

TKE provides effective project management services to a variety of clients. We have successfully delivered extensive and highly visible street improvement, street widening and drainage improvement projects throughout Southern California and more particular Riverside County. TKE's approach has consistently allowed our partner agencies to fulfill their missions of delivering the best value for the public' investment.

TKE's management approach includes:

- △ **Monthly Progress Reports**-TKE documents project progress for all project assigned to TKE by a comprehensive project management summary. The summary includes project name and related number, description of progress, budget status, schedule compliance, and anticipated upcoming accomplishments.
- △ **Communication**-communications with agencies' staff and subconsultants is another important component to effective project management. In addition to the monthly progress reports, TKE meets with clients and other agencies staff 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 electronic

forms. This organized filing system allows TKE to access records immediately should they be needed.

- △ **Team Meeting**-Team meetings include all subconsultants and City parties that have any interest in the project development. In particular, the City of Desert Hot Springs Engineering and Planning Department will be a close working partner with TKE and our subconsultants in development of project processing and environmental compliance. TKE routinely develops working partnerships with members of City engineering and planning staff and will effectively work with them to complete expediting project processing.
- △ **Public Meetings**-TKE meets with project stakeholders as needed including City Council, 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 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 (closed sessions, council meetings, community meetings, etc.).

### CIVIL ENGINEERING

TKE's Civil Engineering projects have included:

- △ Transportation Infrastructure Funding, Planning, Design, Bidding and Construction
- △ ADA Experts for Pedestrian Facility Improvements (CBC 11B-Division 4)
- △ Pavement Rehabilitation Strategy Analysis and Implementation
- △ Drainage Infrastructure Funding, Planning, Design, Bidding and Construction
- △ Hydrologic Studies/Hydraulic Design
- △ Storm Water Pollution Prevention Plans (SWPPP)
- △ Sediment and Erosion Control Facilities
- △ Hydromodification Studies/Water Quality Management Plans (WQMPs)

- △ Water, Sanitary Sewer and Recycled Water Infrastructure Funding, Planning, Design, Bidding and Construction
- △ Sewer and Water System Hydraulic Analysis

- △ Project website design and construction
- △ Project collateral materials (brochures, presentation boards, etc.)
- △ Graphic design

### SURVEYING / MAPPING / RIGHT-OF-WAY ENGINEERING

TKE provides Land Analysis services for many projects:

- △ Public Improvements (major or minor)
- △ Land and Real Estate Developments

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

### COMMUNITY OUTREACH / PUBLIC RELATIONS

Depending on the District'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 of 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

### QUALITY ASSURANCE / QUALITY CONTROL

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 PS&E packages. High quality design yields the following tangible results:

- △ Ease of oversight
- △ Smoother processing
- △ Healthy number of bidders
- △ Consistent bids
- △ Minimized construction support cost
- △ Absence of design-related change orders
- △ Reduced claims and dispute resolution costs

TKE believes that the most successful quality assurance program is one that is applied inherently throughout the entire design process and all design activities. This program requires not only formal procedures for checking, but encourages the conscientious effort of experienced people to always "create quality" in every task performed throughout the design process.

This program has become a natural element in all aspects of TKE's design and management activities, and will guide our work on this contract:

- △ Staff training and development
- △ Assignment of experienced staff
- △ Continuity of staffing
- △ Project-specific work plan
- △ Schedule compliance
- △ Comprehensive field review and compilation of site data
- △ Established design procedures
- △ Established detailing standards
- △ Established checking procedures, including independent in-house QA/QC review
- △ Dual (independent) quantity estimates

△ Review by Constructability expert

This Quality Assurance/Quality Control program is in place to ensure that PS&E documents prepared by TKE continue to exceed the standards of our clients and that we will deliver the project on schedule and within budget.

#### 4. SUBCONSULTANTS

TKE has acquired the services of Aragón Geotechnical, Inc. to provide geotechnical investigation, and UltraSystems for environmental services. All other design requirements will be provided by TKE.



##### Aragón Geotechnical Inc.

(AGI) is a highly qualified geotechnical and construction materials testing firm with significant experience in providing services similar to those being requested. AGI is committed to providing geotechnical, materials testing, and construction field inspection services with a superior degree of professional excellence and proficiency. They offer clients individual attention and provide innovative solutions at a competitive cost.

AGI traces its roots to the year 1973, followed soon after by the establishment of the present headquarters office in the Woodcrest area of Riverside County. The firm will apply decades of experience acquired by talented professionals in the fields of geotechnical engineering, engineering geology, hydrogeology, earthquake engineering, and materials engineering and testing to the project team. Their staff regularly attends scientific conferences and specialty training sessions to stay abreast of cutting-edge technologies and new developments in our disciplines.



##### UltraSystems

environmental • management • planning

UltraSystems is a full-service planning and environmental consulting firm serving public and private sector clients throughout California. Their 42 employees bring a broad range of expertise and extensive experience to our preparation of environmental documents and technical studies under the California Environmental Quality Act (CEQA) of 1970 and attendant State CEQA Guidelines, both as amended, along with helping public agencies and private concerns comply with

environmental laws, regulations, and permits. Since our inception in 1994, they have successfully prepared more than 7,000 environmental compliance documents pursuant to CEQA and the National Environmental Policy Act (NEPA), as well as engineering studies and focused technical reports. They are confident that our extensive project management experience, coupled with our senior-level in-house professional and technical resources, will bring the kind of management and technical expertise required to meet or exceed the needs of the City of Menifee.

UltraSystems approaches the preparation of each environmental or technical document with an emphasis on quality, thoroughness of analysis, and rigorous oversight. They offer our clients proactive solutions that emphasize the anticipation and resolution of environmental issues early in the planning process, when the applicant has the greatest flexibility to design the project in a way that avoids or minimizes costly permitting and mitigation requirements.

UltraSystems employs a multidisciplinary team of talented and highly experienced urban and environmental planners, scientists, archaeologists, biologists, geologists, hydrologists, engineers, Geographic Information Systems (GIS) specialists and support staff. UltraSystems is committed to applying its well-honed project management approach, effective and transparent cost/schedule/control protocols, and proven quality assurance/quality control procedures to all its assignments.

#### 6. PROJECT APPROACH

Our approach to this street improvement project, recognizing that both schedule and budget are of primary concern, dictates that design decisions must be made quickly and carefully. When this is coupled with the various constraints present, it is critical that the District choose a consultant with a proven track record of delivering. With our familiarity of the existing conditions, preliminary topographic data collected from Regional Conveyance Trunk Sewer project, our relationship with the District and City of Desert Hot Springs staff and our team of senior level design professionals, TKE is the right choice for this project.

With a street improvement project of this type, our experience tells us that there has to be a proactive approach to completing the work. This includes early identification of critical design elements and accurate cost estimating throughout the entire process, as well as familiarity with the environmental regulations. In preparing this proposal, our team established key issues so we can “hit the ground running” to make this a successful project for the District.

### CRITICAL ISSUES

TKE has extensive experience with street design projects. TKE has prepared design for more than 100 miles of street improvement projects for more than 40 different Cities throughout Southern California. The project scope and design components for this project include every element for several projects in which we have recently completed or are still working on with other Cities in Riverside County. With our in depth understanding of street design, ADA regulations, relationships with City Staff, head start on data collection, knowledge of the project area and wide range of experience, TKE is able to hit the ground running for the design of the current project.

### IDENTIFICATION OF CRITICAL DESIGN ELEMENTS

Our approach to identifying critical issues will be to immediately go into the field and document all the critical design elements so they can be presented to the District. This will give us a head start on instructing our survey team about what detailed information to collect. Some of these elements include key ground elevation information at potential drainage crossing and surrounding unimproved roadways to determine how vehicular access, ADA access, and natural drainage patterns will be maintained.

### PROJECT SCHEDULE

With multifaceted projects, maintaining the proposed schedule is critical. During preparation of the project design, TKE has already prepared design plans for portions of the project limits. This will provide TKE the opportunity to immediately begin work on critical path items which will provide an extensive head start and shorten overall project delivery time.

### AGENCY COORDINATION

With project design review and approvals required by the City of Desert Hot Springs, coordination throughout the design process will be critical to ensure the City’s standards and design preferences are incorporated. TKE has established great working relationships and has direct coordination experience with the City and will use that experience to ensure coordination is maintained throughout the project.

### UTILITY COORDINATION

Based on field review, numerous utilities will require adjustment. These facilities include water valves, water appurtenances, sewer manholes, and utility vaults. Again, we will identify these facilities early in project design to begin coordination at the earliest opportunity. Agencies that maintain private utilities can be cumbersome in getting facilities adjusted. Early coordination will prevent project delays.

### RIGHT-OF-WAY ACQUISITION

While the District is completing a parcel map process with the City of Desert Hot Springs, dedicating it’s portion of the required roadway right-of-way to the City, additional right-of-way and temporary construction easements are still required along the south side of 20<sup>th</sup> Avenue and west side of Little Morongo Road. TKE will assess right-of-way needs along these areas and coordinate with the City, as needed, to help secure the required acquisitions.

### STREET, DRIVEWAY AND PROPERTY TRANSITIONS

Due to the remote, unimproved nature of the project site, transitions to existing areas are typically the most challenging component of design. TKE will review survey data well into the properties and design improvements to be constructed within existing right-of-way.

### CRITICAL ISSUES

TKE has extensive experience with street design projects. TKE has prepared design for more than 100 miles of street improvement projects for more than forty different Cities throughout Southern California. The project scope and design components for this project include every element for several projects in which we have recently

completed or are still working on with other Cities in Riverside County. With our in depth understanding of street design, ADA regulations, relationships with City Staff, head start on data collection, knowledge of the project area and wide range of experience, TKE is able to hit the ground running for the design of the current project.

#### IDENTIFICATION OF CRITICAL DESIGN ELEMENTS

Our approach to identifying critical issues will be to immediately go into the field and document all the critical design elements so they can be presented to the District. This will give us a head start on instructing our survey team about what detailed information to collect. Some of these elements include key ground elevation information at the curb returns to determine how ADA access will be maintained and how proposed bike lanes will transition through the roundabout.

#### ADA COMPLIANCE

TKE is highly experienced with ADA Regulations (CBC Chapter 11B-Division 4) for accessibility of walkways, ramps, and pedestrian facility improvements. There are numerous regulations identified with the CBC outside of the information shown in most District standard plans for curb ramps. Our project managers and engineers are extremely familiar with the requirements of the CBC Chapter 11B – Division 4 for handicap and curb ramps and can ensure the ramps are designed to ADA standards, and thereby minimizing liability for any future claims.

#### ENVIRONMENTAL PROCESSING AND PERMITTING

TKE's project team includes Ultra Systems (Ultra), an environmental subconsultant with experience preparing several successful environmental documents within the Coachella Valley. Based on Ultra's experience in the project area, they believe it is highly likely that an Initial Study/Mitigated Negative Declaration (IS/MND) can be adopted for this project, with certain qualifications. Ultra will prepare environmental processing to comply with California Environmental Quality Act (CEQA), prepare and process submittals to applicable regulatory agencies as necessary to secure permits for construction of the proposed improvements, provide MSHCP compliance. Ultra will produce a

legally defensible IS/MND for the 19<sup>th</sup> Avenue, 20<sup>th</sup> Avenue and Little Morongo Road Improvement Project. However, due to the current highly litigious environment over CEQA documents, Ultra will appraise the level of opposition and controversy after the draft IS/MND is circulated with City Staff. If it appears that a focused Environmental Impact Report (EIR) is merited, Ultra will work with the District to fulfill this requirement.

TKE and Ultra's wide range of successful project delivery has enabled us to forge relationships with the various resource agencies necessary for complex environmental and encroachment permitting. We have successfully acquired permits from Caltrans, Riverside and San Bernardino Counties, US Army Corps of Engineers, Fish and Wildlife Service, California Department of Water Resources, California State Water Resources Control Board, Cal-OSHA Mining and Tunneling, Santa Ana Regional Water Quality Control Board, BNSF, UPRR, and RCTC, as well as local City permits, to name a small sample. Our long-standing relationships and permitting experience allows us to expedite the permitting process and provides the City knowledgeable experts to turn to in order to avoid future challenges.

#### STREET, DRIVEWAY AND PROPERTY TRANSITIONS

For street improvement and widening projects, transitions to existing improvements are typically the most challenging component of design. Street transitions will require that improvements be constructed at ultimate locations with interim design being implemented. Therefore, the improvements must be constructed so that no reconstruction of permanent improvements will be required and interim transitions are safe and functional.

Many of the adjacent properties have significant vertical elevation differences and will require significant grading to accommodate proper transitions to the proposed improvements. Using the topographic mapping, TKE will review vertical alignment designs that will analyze environmental impacts, impacts to adjacent properties and developments, impacts to adjacent streets, conveyance of offsite drainage, street drainage, earthwork, utility relocations, slope and temporary construction easements, traffic impacts,

constructability reviews along the proposed street alignments. The analysis will include a report identifying potential impacts, mitigation requirements and quantities as appropriate for each item listed above and will include preliminary profiling for each alternative.

#### **DRAINAGE**

Design of drainage conveyance must be developed early during design to identify locations of structures. In particular, catch basins or dry wells must be identified to eliminate potential conflicts. In addition, hydrology and hydraulic calculations must be performed early to adequately size the required drainage structures in accordance with the City's master plan.

#### **UTILITY COORDINATION**

Based on field review, various utilities will require relocation. These facilities include power poles, risers and utility vaults. We will identify these facilities early in project design to begin coordination at the earliest opportunity. TKE has extensive experience coordinating with SCE for the relocation and undergrounding of existing power poles. Agencies that maintain private utilities can be cumbersome and early coordination will prevent project delays.

#### **PAVEMENT REHABILITATION**

Review of the pavement conditions on McCall Boulevard indicate that pavement conditions vary from fair to complete structural failure. TKE will review the pavement conditions and offer alternatives which have varying life expectancies, upon the City's request. Included with the Geotechnical services presented in the scope of services is pavement design. Samples will be taken in the street subgrade for laboratory testing to determine the correct section for street design.

#### **ACCURATE COST ESTIMATING**

Because of the limited budget, it is vital to keep costs controlled. Our approach to controlling costs is to provide frequent and accurate cost estimates by using TKE's detailed cost estimating database. In addition to using this database, TKE utilizes our considerable experience with Construction Management to assist in providing constructability reviews and cost estimating based on current information from our on-going projects. Finally, with the current economic

climate, construction costs are widely varying. We will also discuss the project's elements with local contractors to assure that we have the most current construction information available so that the District can get the most "bang for their buck".

TKE will provide design services in progressive phases, 60%, 90% and 100% Level Completion. TKE's scope of services is presented in the following paragraphs:

### TASK NO. 1.0 PROJECT MANAGEMENT

TKE's Project Manager will be responsible for the entire project team. Prior to commencement of services, we propose to meet MSWD staff to review project obligations and to discuss all project requirements in detail. TKE's Project Manager and Project Engineer will attend the meeting to determine project protocol and obtain record drawings.

We will attend all meetings, prepare agendas and corresponding meeting minutes together with collection of signatures for meeting attendees (sign-in sheets). He will meet with the City at appropriate times and will meet as needed with agencies, developer, property owners, and utilities in addition to the meetings presented below. He will also update the project budget and schedule prior to each City meeting for discussion with staff.

### TASK 2.0 RECONNAISSANCE AND FIELD SURVEYS

#### TASK NO. 2.1 RECORDS RESEARCH

We will thoroughly research existing utility records and acquire copies of all available records. The purpose of the records research is to assemble survey records to establish locations of street centerlines, street rights-of-way, and easements and determine locations of all existing utilities and improvements. The research will consist of assembling copies of assessors' maps, tract maps, parcel maps, easement documents, monument ties, benchmark data, corner records, street and storm drain improvement plans, and utility drawings. We will request the City provide copies of available pertinent City records, such as survey ties, benchmarks, and street, sewer and storm drain improvement plans.



We will notify Underground Service Alert to acquire a complete list of underground utility purveyors. The utility drawings will include existing drawings from the City, and drawings and/or atlas maps from all private utility companies, and/or agencies. We will confer and coordinate with the following agencies as well as any additional agencies listed in the Underground Service Alert:

- Mission Springs Water District
- Verizon Telephone
- AT&T and PacBell
- Sprint
- Southern California Gas Co.
- Southern California Edison
- Time Warner Cable Television

We will send first utility notice letters to all listed utility companies and agencies requesting their data. We will maintain copies of the letters and correspondence for future reference. We shall also provide the City with a complete copy of all correspondence with all utility companies.

#### TASK NO. 2.2 TOPOGRAPHIC SURVEY

TKE will conduct a conventional design survey of the project area due to the level of detail needed for precise grading design. Our field survey crews will locate existing street centerline monuments and they will be denoted on the drawings. The crew will measure the horizontal angle, horizontal distance, and vertical elevation difference between monuments. We will complete a traverse for each survey to ensure closure. Elevations will be tied to existing City benchmarks.

Our field survey crews will collect appropriate detail as required to prepare a topographic map for the entire reach of Little Morongo Road from all streets. The topographic map shall be 200-feet wide on 19<sup>th</sup> and 20<sup>th</sup> Avenues 100-feet wide on little Morongo Road and shall extend 100-feet beyond project limits. In addition, we will collect 50-foot cross sections on all streets with shots extending 50-feet beyond full width right-of-way on each side. Survey data will include trees over 2-inches in diameter, buildings, slopes, drainage facilities, fire hydrants, water valves, manholes, water meters, signs, power poles, fences, structures, and all other visible features.

Our crews will set 100-foot stationing along street centerlines and collect existing topography as

needed to provide sufficient level of detail for precise design. The crew will also measure invert, top of cone and rim elevations for all existing manholes in the project area and invert and rim elevations for all drainage facilities. The crew will set temporary benchmarks within the project limits and each will be shown on the survey control drawings.

We will prepare a topographic map for the entire reach of all streets. The topographic map shall be 200 feet wide (100 feet each side of the centerline) and shall extend 100 feet beyond the project limits. The map shall be prepared in AutoCAD format at 1"=20' scale and shall include 1 foot contours.

A survey control plan shall be prepared and shall show all existing found monumentation, benchmarks, ties and temporary control points. All found monumentation will include descriptions and tie-out information.

The survey control plan will be provided to the District in hard copy (bond) and digital (AutoCAD and PDF) formats.

#### TASK NO. 2.3 GEOTECHNICAL EVALUATION AND REPORT

We would propose to retain Aragon Geotechnical Inc. (AGI) as a sub consultant to provide Geotechnical services for the project. AGI will provide geotechnical evaluations and recommendations of grading, earthwork, and pavement design. They will perform the following:

- Drilling, sampling and logging of necessary borings for evaluation of street structural section. AGI will notify Underground Service Alert and will provide necessary traffic control for the field operations. The borings will be drilled to a depth of at least five feet. The asphalt pavement thickness and base thickness will be noted during the boring operations.
- Design of street structural section using City provided traffic indices.
- Laboratory testing of representative soil samples to evaluate in-situ moisture content, density tests, infiltration rates, max density and optimum tests, sieve analysis, R-value, direct shear tests, consolidation and collapse tests and corrosivity characteristics of the on-site soils.

- Data compilation and geotechnical analysis of existing geotechnical maps, reports, and field and laboratory data to provide recommendations for pavement design. Analysis will include recommendations for new pavement section alternatives, based on the traffic indices and R-value testing.

#### TASK NO. 2.4 GEOTECHNICAL DESIGN REPORT

Preparation of a report presenting our findings, conclusions and recommendations pertaining to design, compaction requirements, and subgrade preparation for each street. In addition, the report will provide recommendations for asphalt pavement recycling and other recommendations, which would include cost saving treatment methods.

#### TASK 3.0 ENVIRONMENTAL ANALYSIS

We would propose to retain UltraSystems to provide environmental services. UltraSystems will prepare environmental compliance documents for the proposed project which is subject to the analytical and disclosure provisions of the California Environmental Quality Act (CEQA) and their implementing guidelines. UltraSystems will prepare a draft Initial Study, complete the Public Works Environmental Form and identify any additional environmental studies and/or reports that may be needed for the City's Planning Division to complete the environmental determination.

Based on UltraSystems experience in the project area, UltraSystems believes it is highly likely that an Initial Study/Mitigated Negative Declaration (IS/MND) can be adopted for this project, with certain qualifications. UltraSystems will prepare environmental processing to comply with California Environmental Quality Act (CEQA), prepare and process submittals to applicable regulatory agencies as necessary to secure permits for construction of the proposed improvements, provide MSHCP compliance and be sufficient to support future phases of the project as funding becomes available. UltraSystems will produce a legally defensible IS/MND for the 19<sup>th</sup> Avenue, 20<sup>th</sup> Avenue, and Little Morongo Road Street Improvement Project. However, due to the current highly litigious environment over CEQA documents, UltraSystems will appraise the level of opposition

and controversy after the draft IS/MND is circulated with City Staff.

As part of the IS/MND, UltraSystems will prepare a traffic impact analysis, air quality and greenhouse gas assessment, noise assessment, cultural and biological resources assessment and a Phase I environmental site assessment. For our fee estimate, we have assumed that a mitigated negative declaration will provide for environmental compliance.

Upon completion of the environmental documents, UltraSystems will process environmental compliance documents with the City and record the notice of determination.

#### TASK 4.0 PRELIMINARY ENGINEERING

Utilizing the collected survey data, we will prepare the base construction drawings on 24" by 36" sheets with the City's standard title block using AutoCAD 2020 software, utilizing the City's layering system, at a drawing scale of 1"=20'. The base construction drawings will include a plan view based on conventional survey data. We will add the sheet north arrow, graphic scale, existing improvements and utilities (based on both assembled records and field data), property lines, public and private right-of-way, easement areas, assessor parcel numbers, street centerline, street names, building locations, water service location; sewer manhole lids and water valve lids; cross gutters; driveways, pedestrian ramps; traffic stripes and legends; curb returns; details of private improvements, fences, gates, irrigation systems, mailboxes, trees and landscaping, and survey data to the plan view portion of the drawings. Once the base drawings are complete, we will perform a careful field review to ensure all underground facilities are shown correctly.

Using the topographic mapping, TKE will prepare preliminary design concepts for geometric alignment that will analyze impacts to adjacent properties and developments, impacts to adjacent streets, conveyance of offsite drainage, street drainage, earthwork, utility relocations, slope and temporary construction easements, traffic impacts, constructability reviews and future street improvements. Preliminary geometric design will be performed to establish ultimate improvements to minimize removals of improvements constructed

with future projects. The analysis will include an exhibit identifying potential impacts, mitigation requirements and quantities as appropriate for each item listed above and will include preliminary engineer's estimate. TKE will attend two meetings for review and approval of the geometric alignment design.

In addition, TKE will prepare hydrology and hydraulic analysis of the project area to determine culvert and/or low water crossing flowrates and size requirements.

#### TASK 5.0 UTILITY COORDINATION

TKE will prepare a composite utility plan which identifies all existing utilities within the proposed right-of-way and all utilities affected by the proposed street improvements and requiring relocation. The plan shall show all above and below ground utilities including all laterals. The utility plan will be for use in coordinating with utility companies.

#### TASK 6.0 RIGHT OF WAY ENGINEERING

Legal descriptions will be prepared describing the right-of-way that the Project desires to obtain for 20<sup>th</sup> Avenue and temporary construction easements for Little Morongo Road. The legal descriptions will be shown as Exhibit 'A'. A plat will be prepared showing the existing parcel with all appurtenant right-of-way and easement information and the proposed right-of-way to be dedicated. The plat will show bearings and distances for the proposed right-of-way, assessors' parcel number, the appropriate tract or parcel map, and Instruments if any. TKE anticipates permanent right-of-way document preparation for 2 parcels and temporary construction easements on 4 parcels. In addition, we will forward all right-of-way and temporary construction right-of-way documents for the City to execute with the property owners.

#### TASK 7.0 PERMITTING

After the preliminary design, TKE will begin application preparation for required permits. Applicable permits include encroachment permits, CVCC and the City of Desert Hot Springs. Upon completion of the applications, TKE will

submit applications to appropriate agencies and track permit progress.

#### TASK 8.0 CONSTRUCTION DOCUMENTS

##### TASK NO. 8.1 60% DESIGN

60% Design will include preparation of phased construction drawings, technical specifications, construction estimates, completed geotechnical report, environmental documents, and right-of-way documents and approvals.

Construction drawings will show proposed street geometrics as determined from the City's selected geometric alignment including locations of proposed curb, drive approaches, sidewalk, swales, ramps, spandrels and cross gutters. In addition, street grades will be prepared to establish project grading requirements. Proposed improvements will be designed in accordance with the City's current street and drainage design standards and specifications for ultimate street widening. The proposed improvements will be designed to minimize grading, earthwork and transitions onto private property and adjacent streets.

For the drawings it is estimated, we will prepare 1 title sheet, 2 construction notes sheets, 3 demolition sheets, 3 grading sheets, 6 plan/profile sheets, 1 drainage sheet, 8 cross-section sheets, 3 street light plans, 3 signing and striping sheets, 2 erosion control sheets and necessary detail sheets.

The title sheet shall include the title of the job, a vicinity map showing the District in relationship to surrounding communities, a location map showing the project limits, construction notes, an index for the drawings, list of references on the District's standard title block.

The construction note sheets will show general construction notes, a list of abbreviations used, benchmark data, general notes, utilities with phone numbers, and project specific requirements.

The demolition sheets will show existing improvement demolition including limits of pavement removal, saw cutting locations and limits and concrete cross gutters and curbs, if required. In addition, the plan will specify relocation of private improvement such as mailboxes fences, etc. as required.

The grading sheet will include grading limits, existing and proposed contours and drainage facility structure details required to construct the water quality mitigation facility.

Plan/profile sheets will show proposed improvements including curbs, cross-gutters, driveways, pavement limits, storm drain pipe, manholes, catch basins, overlay limits, signs, traffic strips, existing utility relocations (if any), water service relocations, and manhole, valve, and vault cover grade adjustments. For the profile portion of the drawings, we will show existing and proposed pavement elevations at centerline, top of curb, and edge of pavement with appropriate design data.

The drainage sheets will be prepared in accordance with City standards and requirements. The sheet will be prepared at a 1"=20' scale and will show existing right-of-way, curb, gutter, sidewalk, existing utilities, existing right-of-way, curb, gutter, sidewalk, existing utilities, existing drainage improvements and all proposed drainage facility improvements. Storm drain sheets will show top of pipe, flowline, structures, utility crossings and ground surface.

The street cross-sections sheets will show street sections at appropriate drawing scales. The sections will be dimensioned and construction and demolition notes will be shown. In addition, rights-of-way and limits of work will be shown.

The street lighting will include layout of all proposed street lights in accordance with the City's required spacing criteria for arterial roadways. The street lighting plan will also be utilized to coordinate with SCE for the required electrical design.

The signing and striping sheets will include all required pavement markings, lane stripes and signage in accordance with the MUTCD, California supplement and all other applicable City requirements, for the project limits. The sheets will be prepared at 1"=40' scale and include full geometrical layouts at each intersection.

The detail sheets shall include pertinent ramp and driveway details at 1"=10' scale.

For the specifications, we will amend the City Standards Technical Provisions as required for the projects. The construction specifications will be prepared in Microsoft Word (2020 Version) format in accordance with City standards.

In addition, we will prepare quantity estimates for all proposed improvements prepared using an excel spreadsheet showing an itemized construction cost breakdown. Descriptions of work, unit prices, and quantities will be included in the spreadsheet.

60% Design (construction drawings, technical specifications, construction estimates, completed geotechnical report, environmental documents and right-of-way documents and approvals) will be submitted with a project summary memorandum together with an updated project schedule, utility contact matrix, stakeholder meeting summary, and internal plan review documentation.

#### TASK NO 8.2 90% DESIGN

90% design will include incorporation of City comments from 60% design phase, revised plans, specifications, estimates, street design, and associated plans.

90% design will be submitted with a project summary memorandum together with an updated project schedule and cost estimate.

#### TASK NO 8.3 FINAL DESIGN

Final design will include incorporation of City comments for all phases of construction, revised plans, specifications, estimates, street design, and traffic control plans.

Final Design will be submitted with a project summary memorandum together with an updated project schedule and cost estimate.

### TASK. 9.0 CONSTRUCTION BIDDING PHASE

TKE will assist MSWD during project bidding by providing the plans and specifications to plan rooms. In addition, we will answer questions about or provide clarifications of the contract documents as requested by MSWD, and will prepare addenda if necessary.

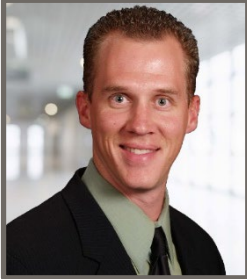
### TASK 10.0 CONSTRUCTION SUPPORT PHASE

TKE shall be available to review material submittals provided by the Contractor and respond to an RFI's. We will also attend the preconstruction meeting and upon receipt of redlined drawings, TKE

will prepare a complete set of signed and stamped record drawings, which will reflect the improvements as constructed; any changes made during project construction. Said record drawings will be based on data furnished by the public agencies, the contractor, and MSWD.

## SECTION C | PERSONNEL QUALIFICATION

### 1. PROJECT TEAM



Terry Renner, P.E., Q.S.D.  
Principal in Charge  
R.C.E. No. 69984  
Q.S.D. Certification No. 24329

Mr. Renner has 22 years of engineering and surveying experience and also has experience as a Plan Checker and Project Manager. Mr. Renner is a Registered Civil Engineer in the State of California. He has extensive experience in the design and construction of street widening, traffic signal, pavement rehabilitation and storm drain public works improvement projects, including project management, design engineering, construction management and surveying services. In addition, as detailed on Mr. Renner's resume, he has experience with drainage studies preparation, design and construction engineering for street, sewer and drainage system improvement projects. Mr. Renner is well trained in the use of computerized drawing software. He will assist with various tasks throughout the course of providing engineering services, such as base construction drawings, design and construction estimates.

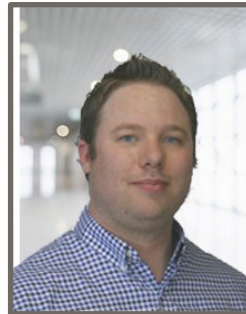
Mr. Renner's role on the team will be to oversee design review, compliance with standards and regulations and perform quality assurance and quality control on all documents.



Octavio Parada  
Project Manager

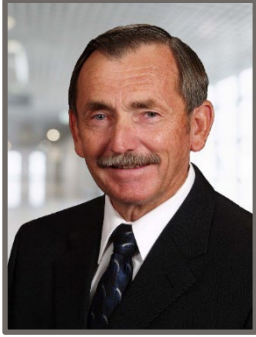
Mr. Parada has over 25 years of progressive experience in civil engineering in the public works sector as well as the private sector. He is result-driven, proactive and detail-oriented with a proven track record of successfully handling and delivering a wide variety of complex and challenging projects. He is dedicated to ensure that projects exceed

industry standards and consistently finishing under budget and schedule. Throughout 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.



Justin Schlaefli, P.E., T.E.,  
P.T.O.E.  
Project Engineer

Justin has 20 years of experience in the transportation field. He is responsible for managing projects on a day-to-day basis as well as interfacing with other project team members and decision makers/ government staff and Contractors. He specializes in Transportation Projects, Intelligent Transportation Systems, Transportation Planning, Construction, Traffic Engineering and Traffic Operations. He has experience working on both public sector projects as well as private sector design. His experience ranges from design, construction management and inspection to operations and maintenance. He also has experience conducting traffic studies, specialized access analysis, parking studies, trip generation studies, traffic micro-simulation, signal operations, signal timing, traffic control and design/build of ITS solutions. In addition, Justin has served as a subject matter expert in court, for the State of California and for vendors in the transportation industry. He is also a proud alumnus of San Diego State University where he has guest lecturer and has taught Transportation Engineering, helping to mentor the next generation in his field.



Ron Musser, P.L.S.  
 Director of Survey  
 Professional Land Surveyor, LS  
 4230 (CA)

Mr. Musser has over 52 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 Orange County, Los Angeles County, San Bernardino County, Riverside 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 map checking services to the City's of Hesperia, Pico Rivera, El Monte, Upland, and Calimesa.



Kristine Macalma  
 Utility Coordinator  
 California E.I.T.

Ms. Macalma is a Project Manager at TKE and has 6 years of experience in assisting in engineering drafting, design, and assistant construction management. Her experience includes transportation improvements, street improvements, utility research, grading plans, construction management assistance, grant preparation, preliminary and final design drawings, specifications and engineer's cost estimates, and water and wastewater facilities including pipelines and water storage reservoirs. Ms. Macalma has been an integral part of projects successfully completed for the City of Calimesa, City of Highland, City of Yucaipa, City of Hesperia, City of Adelanto, City of Fontana, City of Upland, and City of Wildomar.

## SECTION D | EXPERIENCE AND REFERENCES

### 1. RELATED EXPERIENCE

Throughout our history of 22 years serving the Southern California region, we have provided multi-disciplinary planning, design and construction support services for large and small street improvement projects. We have successfully completed complex and challenging projects for a variety of municipal agencies who have continued to request that we partner with them in delivering much needed infrastructure to their communities.

TKE has two unique advantages associated with the experience of TKE's project team. One benefit of TKE's project team is our extremely low internal turnover rate. As a result of our rigorous interview and testing procedures coupled with our extremely high employee satisfaction rates, TKE staff has years of experience working together. The close relationships each of our staff members have with one another provide the District with an extremely well rounded and experienced team. As such, TKE's project team experience directly correlates with TKE's firm experience described below. The second benefit of TKE's project team is our internal training procedures. TKE has strived to develop techniques that reach outside the box and develop well rounded individuals committed to providing high quality, efficient services to meet all of our clients' needs. TKE trains our staff on every facet of design and construction engineering to provide a level of knowledge that can identify problems in every phase of A Street improvement project prior to them being identified during constructed. It is this commitment to service and diverse array of offerings that makes us unique and drives our long-standing relationships with our client base. Understanding that early identification of potential issues and strict compliance with the developments are important to ensure the District's interests are protected, our team brings TKE management level professionals to projects ensuring that every aspect receives full and comprehensive consideration. It is this personal touch and contact that define our 'local service' approach. We consider ourselves community builders and take ownership of services requested from TKE,

ensuring that our construction management and inspection personnel have a background in the design and construction field, provides the District with a team which will maximize the potential to complete all services on schedule and within specified budget.

### 2. SIMILAR SERVICES

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

A few examples of similar services provided by TKE are Mission Springs Water District, City of Calimesa, City of Highland, and City of Fontana. Each are discussed below:

#### MISSION SPRINGS WATER DISTRICT

TKE is currently serving Mission Springs Water District (MSWD) as its District Engineer and providing on-call project and construction management services. TKE is assisting MSWD with design, construction management and inspection efforts on various water and wastewater system projects and assisting MSWD with its implementation of \$60 million sewer treatment program and is working with other jurisdictions related to street improvement agreement for the current project.

#### CITY OF HIGHLAND

TKE recently provided and/or is currently providing project management and design services to the City of Highland for the 5th Street Corridor Improvements Project which includes street widening, pavement removal and reconstruction, traffic signal installation and drainage improvements along a one mile stretch of 5th Street between Victoria Avenue and Palm Avenue, the Article III Pedestrian Access Improvements Project which includes street widening at various



locations and City wide sidewalk grinding, sidewalk removal and replacement, sidewalk construction, drainage improvements, trail construction and improvements, bus stop improvements, ADA compliance and private improvement restoration and for the 5<sup>th</sup> Street /Greenspot Road Bikeway Improvements Project which includes minor street widening, installation of wayfinding and bike signs, installation of class II bike lanes, construction of trail improvements and kiosk construction. While providing these services to the City, TKE is also responsible for public outreach to local affected residents to minimize concerns and complaints about the construction project, constructability review of the plans and specifications to determine any potential for changes or design flaws, utility relocation coordination with Southern California Edison, Southern California Gas, East Valley Water District and Verizon and permitting.

#### CITY OF CALIMESA

TKE is currently providing project/design management and design services to the City of Calimesa for the Safe Routes to Schools, 2nd Street Improvements Project which includes street widening, curb, gutter, sidewalk and ADA accessibility ramps, pavement removal and reconstruction, bridge widening, waterline and drainage improvements along a one mile reach of 2nd Street between Avenue "L" and Avenue "H". While providing these services to the City, TKE is also responsible for public outreach to local residents and businesses to mitigate any concerns for vehicular access to the local businesses during construction and obtain right-of-entry authorizations from each property, constructability review of the plans and specifications to determine any potential for changes or design flaws, utility relocation coordination with Southern California Edison, Southern California Gas, South Mesa Water Company and Verizon and all permitting compliance with Riverside County Flood Control & Water Conservation District, U.S Army Corps of Engineers, California Department of Fish and Wildlife, and Regional Water Quality Control Board.

#### CITY OF FONTANA

TKE is currently providing project management and design engineering services to the City of Fontana various street improvement projects, include Etiwanda Avenue and Slover Avenue, Sierra

Avenue Widening and for the Safe Routes to Schools Pedestrian Improvements Project funded through ATP Cycle 3. These projects consist of the preparation of full Construction documents including plans, technical specifications, and construction cost estimates for major arterials and secondary highways within the City. The projects include more than 14,000 linear feet of street improvements, ADA and pedestrian enhancements, utility relocation and undergrounding, right-of-way and temporary construction easement acquisition on more than 100 parcels, and coordination for private property improvement construction. The project includes the construction of curb, gutter, sidewalk, curb ramps, raised and striped medians, bike lane improvements, traffic signal modifications, utility relocations, private improvement restoration and signing and striping. TKE is coordinating with Caltrans for completion of the PES, right-of-way certifications and obtaining the RFA for construction.



### 3. PROJECT SPECIFIC EXPERIENCE



## CALIMESA SAFE ROUTE TO SCHOOLS (SR2S)

*City of Calimesa, CA*

**Client Contact:** Bonnie Johnson  
**Phone Number:** (909) 795-9801  
**Email:** bjohnson@cityofcalimesa.com  
**Project Cost:** \$1.5 Million  
**Completion Date:** July 2016

**DESCRIPTION**

The City of Calimesa was awarded funding for the pedestrian path of travel enhancements to provide increased safety for walking paths along 2nd Street between Avenue “L” and Avenue “H” and along Avenue “L” between 2nd Street and 3rd Street. Proposed curb, gutter and sidewalk improvements will be constructed for increased pedestrian safety. The project includes 1 mile of street improvements together with structural bridge widening over existing drainage channel, right-of-entry acquisition, public outreach and coordination.

**SERVICES**

Services included funding administration through Caltrans Local Assistance, design, surveying, environmental compliance, utility coordination, right-of-entry acquisition documents, construction management, inspection, construction staking, and negotiation with property owners

**KEY STAFF**

Terry Renner, P.E.-Project Manager  
 Octavio Parada, Project Engineer  
 Ron Musser, L.S.- Surveyor  
 Brad Enscoe – Public Works Inspector

**RELEVANCE TO MSWD**

- Various pavement rehabilitation strategies
- Coordination with residents and schools
- Arterial roadway design



## COUNTY LINE ROAD TRANSPORTATION CORRIDOR (LPP)

*City of Calimesa, CA*

**Client Contact:** Bonnie Johnson  
**Phone Number:** (909) 795-9801  
**Email:** bjohnson@cityofcalimesa.com  
**Project Cost:** \$10.1 Million (\$3.7 Million Grant)  
**Completion Date:** Current

**DESCRIPTION**

TKE prepared and obtained a grant for the City of Calimesa through the Road Repair and Accountability Act of 2017 (SB1) Local Partnership Program (LPP). TKE is preparing street widening and roundabout improvements for the construction of the County Line Road Transportation Corridor. The Project includes four (4) single-lane and one (1) multi-lane roundabouts, together with street, pedestrian, and bicycle improvements, to improve safety and efficiency throughout the corridor. The innovative approach to implement roundabout intersection throughout the corridor provides adequate capacity and level of service to remain

**RELEVANCE TO MSWD**

- LPP State Grant Funded Project
- Design of 4 Roundabouts



a two-lane street; thus, significantly reducing right-of-way and construction costs to construct a four-lane corridor.

**SERVICES**

Services include grant coordination and management, design, topographic survey, right-of-way engineering, environmental assistance, roadway safety analysis, preparation of exhibits, cost estimates, coordination with California Transportation Commission, construction management, inspection, and construction staking.

**KEY STAFF**

Michael P. Thornton, P.E., L.S.  
 Terry Renner, P.E., Q.S.D.  
 Steven Ledbetter, P.E.  
 Octavio Parada  
 Ron Musser, L.S.  
 Monae Pugh

- Right-of-Way Acquisition
- Extensive Relocations Utility
- Major Reconstruction Arterial
- Various Strategies Pavement
- Extensive Coordination and Permitting Utility
- Community Outreach Efforts



## ATP CYCLE 3 SAFE ROUTE TO SCHOOL PEDESTRIAN IMPROVEMENTS PROJECT

City of Fontana, CA

**Client Contact:** Jeffrey Kim, P.E.  
**Phone Number:** (909) 350-7632  
**Project Cost:** \$1.9M  
**Completion Date:** Current

**DESCRIPTION**

TKE provided design engineering services for the Safe Routes to Schools project funded through ATP Cycle 2 for the City of Fontana for Fontana Ave and Arrow Boulevard. This project consisted of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E) and construction support services for the 5,900 linear foot ADA and pedestrian enhancement project. The project included the construction of curb, gutter, sidewalk, curb ramp, bike lane improvements, utility relocations, storm drain modifications, private improvement restoration and signing and striping. TKE successfully coordinated with Caltrans for completion of the PES, right-of-way certifications and obtaining the RFA for construction.

**SERVICES**

Services included design, surveying, grant management, PES preparation, environmental compliance services, utility coordination, right-of-way engineering, and construction assistance.

**KEY STAFF**

Terry Renner, P.E.  
 Michael P. Thornton, P.E., L.S.  
 Octavio Parada  
 Monae Pirie- Pugh  
 Ron Musser, L.S.

**RELEVANCE TO MSWD**

- **Street/Pedestrian Design**
- **Grant Funding Coordination**
- **Utility Relocation/Coordination**
- **Design Topographic Surveying**
- **Right-of-Way Engineering (19 Parcel Acquisitions)**

## CAMINO AVENTURA SIDEWALK SAFETY IMPROVEMENTS PROJECT

City of Desert Hot Springs, CA

**Client Contact:** Mr. John Ashlock  
**Phone Number:** (951) 955-1511



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

Mission Springs Water District





**Email:** [jashlock@rivco.org](mailto:jashlock@rivco.org)  
**Project Cost:** \$1M  
**Completion Date:** December 2018

**DESCRIPTION**

TKE provided design engineering services for the Active Transportation Program Safe Routes to Bubbling Wells Elementary School project for the County of Riverside Transportation Department in the Community of Desert Hot Springs. This project consists of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E) and construction support services for the design of the roadway pavement, curb and gutter, sidewalk, crosswalks, ADA curb ramps, signing and striping along Camino Aventura from Avenida Descanso to Bubbling Wells Road.

**SERVICES**

Services included design, ADA compliance, utility research, utility conflict coordination, and project management.

**KEY STAFF**

Michael P. Thornton, P.E., L.S.  
 Terry Renner, P.E., Q.S.D.  
 Octavio Parada  
 Monae Pugh

**RELEVANCE TO MSWD**

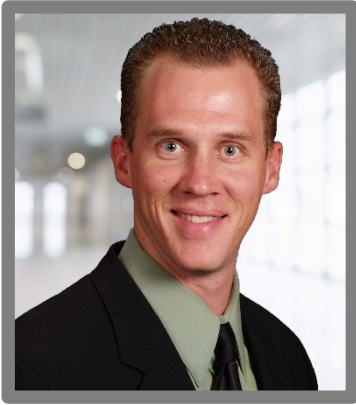
- **Street/Pedestrian Design**
- **ADA Compliance**
- **Grant Funding Coordination**
- **Utility Relocation/Coordination**

## 4 . R E F E R E N C E S

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

<p><b>Mission Springs Water District</b> 66575 2nd Street Desert Hot Springs, Ca 92240</p>	<p><b>Arden Wallum</b> General Manager P: (760) 329-5169 Awallum@Mswd.Org</p>	<p>2001 – Present</p>
<p><b>City of Fontana Public Works Department</b> 16489 Orange Way Fontana, Ca 92335</p>	<p><b>Phil Burum</b> Deputy City Manager P: (909) 350-6727 Pburum@Fontana.org</p>	<p>2000 – Present</p>
<p><b>City of Highland</b> 27215 Baseline Highland, Ca 92346</p>	<p><b>Carlos Zamano</b> Public Works Director P: (909) 864-6861 Czamano@Cityofhighland.org</p>	<p>2014 – Present</p>
<p><b>City of Calimesa</b> 908 Park Avenue Calimesa, Ca 92320</p>	<p><b>Bonnie Johnson</b> City Manager P: (909) 795-9801 Bjohnson@Cityofcalimesa.net</p>	<p>2012 – Present</p>
<p><b>City of Wildomar</b> 23873 Clinton Keith Road Suite 201 Wildomar, Ca 92595</p>	<p><b>Daniel York</b> Assistant City Manager, Public Works Director / City Engineer P: (951) 677-7751 Ext. 216 Dyork@cityofwildomar.org</p>	<p>2013 – Present</p>

## 5. RESUMES



**TERRY RENNER,**  
**P.E., Q.S.D.**  
TKE Engineering, Inc.

### EDUCATION

BS, Civil Engineering, California State Polytechnic University, Pomona

### REGISTRATIONS

P.E. License Number 69984 (CA)  
Qualified SWPPP Developer and Practitioner #24329

### CERTIFICATIONS

Caltrans SWPPP Certified QSP/QSD Training

### AFFILIATIONS

American Public Works Association  
American Council of Engineering Companies of California

Mr. Renner is the Vice President of TKE and has 20 years of experience in civil engineering infrastructure projects, including street, pavement rehabilitation strategies, pavement deterioration analysis, transportation improvements, traffic signal improvements, drainage improvements, sewer and water improvements, facilities improvements and recreation improvements. He has managed numerous projects and has delivered projects for Riverside and San Bernardino Counties as well as Cities of Coachella, Fontana, Upland, Riverside, Redlands, Rialto, Calimesa, Colton, El Monte, Moreno Valley and Corona. As a project manager, Mr. Renner has been responsible for field analysis of pavement deterioration, 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.

### DETAILED PROJECT EXPERIENCE

- **ATP Cycle 2 Safe Routes to School – Fontana Avenue and Arrow Boulevard Project, City of Fontana, CA-** Mr. Renner was the project manager for design of the Active Transportation Program, Cycle 2 project. This project consisted of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E) and construction support services for the 5,900 linear foot ADA and pedestrian enhancement project. The project included the construction of curb, gutter, sidewalk, curb ramp, bike lane improvements, utility relocations, storm drain modifications, private improvement restoration and signing and striping. TKE successfully coordinated with Caltrans for completion of the PES, right-of-way certifications and obtaining the RFA for construction.
- **ATP Cycle 1 Safe Routes to Calimesa and Wildwood Elementary Schools Project, City of Yucaipa/Calimesa, CA-** Mr. Renner was the project manager for design of the Active Transportation Program, Cycle 1 project. This project consists of the preparation of full construction documents including environmental compliance documents, right-of-way acquisition, plans, technical specifications, construction cost estimates (PS&E) and construction support services for the design of the Bicycle lanes, curb and gutter, sidewalk, crosswalks, ADA curb ramps, signing and striping along Avenue 'H' from 3rd Street to Holmes Street and along County Line Road between 3rd Street and California Street.
- **Safe Route to Schools Cycle 10 (SR2S), City of Coachella, CA -** Mr. Renner was the project manager for design, surveying, environmental compliance services, utility coordination, right-of-engineering, and construction assistance management for the design and construction

of Class I and II Bicycle lanes, crosswalks, signs advanced stop/yield bars, ADA curb ramps, median islands, crossing islands and in-ground and overhead rapid flashing beacons across the City.

- **Thousand Palms Sidewalk Safety Improvements Project**, *Riverside County Transportation Department, Community of Thousand Palms, CA* - Mr. Renner served as the principal in charge responsible for providing design engineering services for the Active Transportation Program Safe Routes to Della S Lindley Elementary School project for the County of Riverside Transportation Department in the Community of Thousand Palms. This project consists of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E) and construction support services for the design of the roadway pavement, curb and gutter, sidewalk, crosswalks, ADA curb ramps, signing and striping along La Canada Way from Via Ventana to San Miguelito Drive and El Centro Way from Via Ventana to San Miguelito Drive. Services included design, utility conflict coordination, and construction assistance.
- **3rd Place Sidewalk and Roadway Safety Improvements Project**, *Riverside County Transportation Department, City of Blythe, CA* - Mr. Renner served as the principal in charge responsible for providing design engineering services for the Active Transportation Program Safe Routes to Felix J. Appleby Elementary School project for the County of Riverside Transportation Department and the City of Blythe. This project consists of the preparation of full Construction documents including plans, technical specifications, construction cost estimates (PS&E) and construction support services for the design of the roadway pavement, curb and gutter, sidewalk, grading of drainage/irrigation ditch, crosswalks, ADA curb ramps, signing and striping along 3rd Place from East Vernon Avenue to East 14th Avenue. Services included design, utility conflict coordination, and construction assistance.



# OCTAVIO PARADA

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 24 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

- **Kern Drive-Peralta Place Sewer Rehabilitation Project.** *Rubidoux Community Service District* – Mr. Parada Assisted in the design and preparation of 550' of 12" cured in place pipe, including manholes, and appurtenances. The project also included 150' of vitrified clay pipeline extension for future connection to a regional sewer project.
- **Pacific Avenue Water Pipeline Improvements Project.** *Rubidoux Community Service District* – Mr. Parada Assisted in the design and preparation of 5400' linear feet of water mains 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.
- **Crestmore Road Waterline Replacement Project.** *Rubidoux Community Service District* – Mr. Parada Assisted in the design and preparation of 1500' linear feet of 24" CML&C transmission main improvements to increase flows from an existing well site
- **Tilton Avenue Sewer Replacement Project.** *Rubidoux Community Service District* – Mr. Parada Assisted in the design and preparation of 1500' of 12" vitrified clay pipeline including manholes, Service laterals and abandonments.
- **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



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

Mission Springs Water District





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.

- **San Bernardino Avenue Street Improvements, City of Fontana, CA** – Mr. Parada Assisted in the design and preparation of approximately 8,800 linear feet of street median, sidewalk and storm drain improvements along San Bernardino Avenue. The project which is located in the City of Fontana north of Interstate 10 Freeway and East of the Interstate 15 Freeway from Commerce Drive to Cherry Avenue. The proposed median and sidewalk improvements minimize turning movements providing for increased vehicular capacity, corridor beautification, and improved traffic and pedestrian safety. The project contemplated utility and railroad coordination for the relocation and adjustment of various utility improvements (i.e., power poles, meters, vaults, etc.) and the railroad crossing upgrade; Preparation of legal descriptions, right-of-way acquisition plats, temporary construction easement plats.
- **Fontana Campus Parking Improvements, City of Fontana, CA** - Mr. Parada Assisted in the design and preparation of grading, drainage, and street improvements for the design and reconstruction of three major parking areas across the 26-acre City Hall site to create additional parking space for City Staff, Police and visitors of the civic center area. The project included complete parking lot redevelopment, relocation of existing storm drain lines and catch basins, pedestrian and vehicular access to all buildings within the civic center area and themed landscaping and lighting scenarios. The project provided more than 200 additional parking spaces and increase parking lot efficiency.
- **Fontana Senior Center Parking Lot Expansion and Emergency Generator Improvements, City of Fontana, CA** - Mr. Parada Assisted in the design and preparation of grading, drainage, and street improvements for the design and expansion of the Fontana Senior Center west parking lot and the addition of a facility wide emergency generator. The project included demolition of an existing recharge basin, well, piping and electrical transformer and complete parking lot expansion, drainage facilities, pedestrian access to the senior center, relocation and expansion of themed landscaping, fencing and lighting scenarios and a facility wide emergency backup generation system. The project provided 125 additional parking spaces and increased parking lot efficiency. In addition, the parking lot can be utilized by emergency services personnel as a disaster preparedness location.
- **Foothill Boulevard Median and Traffic Signal Improvements, City of Fontana, CA** – Mr. Parada Assisted in the design and preparation of 1,300 linear feet of median, traffic signal modification, and street widening improvements. The project is between Sierra Avenue and Mango Avenue. Project components included construction of ultimate street widening, median, curb and gutter, sidewalk, traffic signal modification, median landscaping and lighting, striping, and onsite

private improvements. The project was a federally funded project (HSIP) which was administered through Caltrans Local Assistance.

- **Foothill Boulevard Median and Traffic Signal Improvements, City of Fontana, Phase II, CA** – Mr. Parada Assisted in the design and preparation of 1,900 linear feet of median, traffic signal installation, and street widening improvements. The project is between Oleander Avenue and Juniper Avenue. Project components included construction of ultimate street widening, median, curb and gutter, sidewalk, traffic signal installation, median landscaping and lighting, striping, and onsite private improvements. The project was a federally funded project (HSIP) which was administered through Caltrans Local Assistance.
- **Fontana Avenue and Arrow Boulevard Safe Routes to School, City of Fontana, CA** – Mr. Parada Assisted in the design and preparation of 5,900 linear feet of ADA and pedestrian enhancement project. The project includes construction of proposed curb, gutter, sidewalk, curb ramp, bike lane improvements, utility relocations, storm drain modifications, private improvement restoration and signing and striping.
- **Vulcan Basin Project, City of Fontana, CA** – The Vulcan Basin project is located in the City of Fontana near the corner of Arrow Route and Tokay Street. The project includes a 1700-acre foot basin, inlet and outlet facilities, storm conveyance facilities, and recycled water conveyance facilities. The project will effectively improve flood control, eliminating current flooding along the transportation corridor, enhance water conservation by recharge of an estimated 4000-acre feet of average rainfall year, storm water, and recycled water reducing the region's dependence on imported water supplies. Mr. Parada Assisted in the design and preparation of different grading basin configurations, perform earthwork calculations as well as tributary Hydrology and Hydraulic analysis.
- **Alesia Street and Lerma Road CDBG Street Improvements Project, City of South El Monte, CA** – Mr. Parada Assisted in the design and preparation of 3,500 linear feet of ADA and pedestrian enhancement project. The project includes construction of proposed curb, gutter, sidewalk, curb ramp, utility relocations, signing and striping.
- **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 pipe, pipeline appurtenances, service laterals and fire hydrants.
- **Mountain Avenue Pavement Rehabilitation and Water Improvement Project, City of Upland, CA** – Mr. Parada Assisted in the design and preparation of 9500' linear feet of watermains ranging from 12" to 6" in diameter CML&C pipe, pipeline appurtenances, service laterals and fire hydrants. Also 600,000 square feet of Pavement rehabilitation and restriping.
- **Pit 3 Sports Park Storm Drain Project, City of Upland, CA** – Mr. Parada Assisted in the preparation of Hydrology and Hydraulic analysis

for 1500 linear feet of 60" and 54" RCP pipe, Manholes, Headwalls and energy dissipation.

- **14<sup>th</sup> Street and 22<sup>nd</sup> Street Roadway Rehabilitation and Water Improvement Project.** *City of Upland, CA* – Mr. Parada Assisted in the design and preparation of 7000' linear feet of watermains ranging from 10" to 4" in diameter of CML&C pipe, pipeline appurtenances, service laterals and fire hydrants. Also 9,000 linear feet of road reconstruction including Pavement rehabilitation, curb, gutter, sidewalks, driveways, drainage structures, ADA accessible Ramps and Signing and striping.
- **8" Raw Water Main – Chino Basin Well Project.** *City of Upland, CA* – Mr. Parada Assisted in the design and preparation of 1500' linear feet of 8" CML&C pipe, pipeline appurtenances, existing and proposed utility easement definition.
- **Bellevue and Vine Streets, alley Water Main Replacement.** *City of San Bernardino, CA* – Mr. Parada Assisted in the design and preparation of 2500' linear feet of 8" CML ductile iron pipe, pipeline appurtenances, service laterals and fire hydrants.
- **I-210 Main Replacement.** *City of San Bernardino, CA* – Mr. Parada Assisted in the design and preparation of 5500' linear feet of watermains ranging from 12" to 4" in diameter of CML ductile iron pipe, pipeline appurtenances, service laterals and fire hydrants.
- **Intermediate Zone 12" Transmission Main – 16<sup>th</sup> Street, Crestview Avenue and Gilbert Street.** *City of San Bernardino, CA* – Mr. Parada Assisted in the design and preparation of 2000' linear feet of 12" CML ductile iron pipe, pipeline appurtenances and fire hydrants.
- **Meridian Avenue 16" Main Replacement.** *City of San Bernardino, CA* – Mr. Parada Assisted in the design and preparation of 3000' linear feet of 16" CML ductile iron pipe, pipeline appurtenances, service laterals and fire hydrants.
- **Tyler Street, Street Improvements,** *City of Riverside, CA* – The Tyler Street, street improvements project is located in the Southwest Riverside area between Wells Avenue and Hole Avenue. Proposed improvements will provide for corridor beautification and improved traffic and pedestrian safety. Mr. Parada Assisted in the design and preparation of approximately 6,200 linear feet of street widening, bike lane extension and median improvements. Preparation of legal descriptions, right-of-way acquisition plats, temporary construction easement plats and grant and easement deeds for 49 separate parcels.
- **Opal Basin,** *City of Redlands, CA* – Mr. Parada Assisted in the preparation of hydrology and hydraulic analysis, site development and grading design for the proposed Opal Basin which is located on the north east corner of Citrus Avenue and Opal Avenue, in an unincorporated area of the County of San Bernardino. Currently the site is used as a citrus grove and has been for many years. Under the proposed design, the site would be graded to hold 830-acre feet of storm and recharge waters and include a walking trail around the basin. The basin would retain much of the same appearance as

currently exists from the perimeter preserving at the property boundary.

- **Rosemead Boulevard at Telestar Avenue Intersection Improvements, City of El Monte, CA** – Mr. Parada Assisted in the design and preparation of the Rosemead Boulevard at Telestar Avenue Intersection Improvements. The Project is located in the City of El Monte immediately south of the Interstate 10 Freeway on Rosemead Boulevard (SR-19) between Whitmore Street and the Interstate 10 Freeway. Proposed street improvements included traffic signal modification, street widening, pavement rehabilitation, ADA improvements and striping improvements to accommodate truck traffic. The project was a federally funded project (HSIP) which was administered through Caltrans Local Assistance. Services included design, survey and permit acquisition through Caltrans Local Assistance.
- **Street Reconstruction Project CIP No. 812 - CDBG, City of El Monte, CA** – Mr. Parada Assisted in the design and preparation of 4000 linear feet of road reconstruction including Pavement rehabilitation, curb, gutter, sidewalks, driveways, drainage structures, ADA accessible Ramps and restriping.
- **Mead Valley Community Center, Riverside County, CA** – Mr. Parada Assisted in preparation of civil design services including hydraulics, hydrology, WQMP preparation, SWPPP preparation, grading, drainage, sewer, water, and street improvements for the Riverside County Economic Development Agency (Agency) owned Mead Valley Community (MVCC) Center, a 5.4-acre site located on Rider Street, approximately 0.1 mile east of the intersection of Clark Street and Rider Street. The site provides a significant amount of beneficial services to the Mead Valley community, including medical and dental services, child care and teaching services, as well as the more traditional recreational and community room services provided at community centers. The project included 4,000 linear feet of offsite sewer and 1,200 linear feet of offsite water improvements for Eastern Municipal Water District.
- **Dracaea Avenue Improvements, City of Moreno Valley, CA** – Mr. Parada Assisted in the design and preparation of 1500 linear feet of road widening project per city's ultimate development cross section. The project included construction of proposed curb, gutter, sidewalk, curb ramp, utility relocations, storm drain modifications, private improvement restoration and signing and striping.
- **Sunnymead MDP Storm Drain Line F and F-7 Drainage Study – Hemlock Avenue, Sunnymead Boulevard and North of Eucalyptus Avenue Drainage Tributary, City of Moreno Valley, CA** - The City proposed to conduct a study along the tributary area of Hemlock Avenue Between Pigeon pass road and Graham Street to identify the locations and required storm drain systems sizes and inlets to alleviate flooding around the intersections Hemlock Avenue and Graham Street. The proposed storm drain system is within RCFC & WCD Sunnymead area drainage plan. In addition to the proposed storm drain study, the city desired to study the downstream capacities of

existing storm drain infrastructure, particularly a portion of RCFC&WCD line F, to verify that adequate capacity is available to safely convey the additional flows. The study also provided recommendations for improvements to existing storm drains and eliminate flooding on Sunnymead boulevard. Mr. Parada Assisted in the preparation of hydrology and hydraulic analysis, as well as 1500 linear feet of road widening project per city's ultimate development cross section. The project included construction of proposed curb, gutter, sidewalk, curb ramp, utility relocations, storm drain modifications, private improvement restoration and signing and striping.

- **A-04 Drainage Corridor Project, City of Hesperia, CA** - The A-04 Drainage Corridor project is located in the southwesterly portions of the City of Hesperia. The A-04 drainage corridor is the City's largest drainage tributary containing more than 4,380 acres and conveys flows in excess 5,000cfs. The project includes construction of three proposed flood control basins totaling over 1,000 ac-feet of storage and more than 17,000 linear feet of various size storm drain pipe and box culverts, together with inlet and outlet facilities. During moderate and larger storm events, flooding and sediment accumulation occurs along the entire drainage corridor downstream of the proposed project; in particular, on Main Street, one of the highest volume streets in the city. The project will enhance quality, reduce the region's dependence on imported water supplies, and simulate economic development. Mr. Parada Assisted in the preparation of hydrology and hydraulic analysis, as well as Exhibit and data tables for permitting and administration purposes.
- **Calimesa Creek Storm Drainage Improvements, City of Calimesa, CA** - Mr. Parada is currently assisting in the design and preparation of different grading basin configurations, perform earthwork calculations as well as tributary Hydrology and Hydraulic analysis. The Project is located in the City of Calimesa along County Line Road between the Interstate 10 Freeway and 5<sup>th</sup> Street. The proposed project is planned to provide bank stabilization and storm water management improvements along a 0.6-mile portion of the Calimesa Creek to mitigate erosion and flooding of the earthen channel with undersized street culvert crossings and severely eroded side slopes with near vertical walls. The project will provide 100-year storm protection upstream of the project site and downstream it will reduce peak flow by incorporating a 53 acre-feet detention basin located west of 3<sup>rd</sup> street and north of the existing Calimesa channel Stage I. Other important benefits including groundwater recharge of storm water, environmental restoration and enhancement, recreational trails and increased protection to existing developments. The project will include environmental assessment and processing, preliminary engineering and project scoping, design, right-of-way acquisition, EPA funding coordination and management and additional drainage system improvements.



## JUSTIN P. SCHLAEFLI, P.E., T.E., PTOE

P.E. License Number 74670 (CA)

T.E. License Number 2564 (CA)

### Education

Bachelor of Science, Civil Engineering,  
San Diego State University 2005

Master Of Civil Engineering, Norwich  
University 2007

### Certifications

Professional Engineer Traffic Operations

IMSA Level II Signal Technician — Field

Certified Fiber Optic Technician

### Affiliations

Former Second Vice President, San  
Diego Highway Development  
Association

Member National Academy of  
Sciences, Transportation Research  
Board

Member, Institute of Transportation

Justin has 20 years of experience in the transportation field. He is responsible for managing projects on a day-to-day basis as well as interfacing with other project team members and decision makers/government staff and Contractors. He specializes in Intelligent Transportation Systems, Transportation Planning, Construction, Signal Maintenance, Traffic Engineering and Traffic Operations. He has experience working on both public sector projects as well as private sector development. His experience ranges from construction management and inspection to operations and maintenance. He also has experience conducting traffic studies, specialized access analysis, parking studies, trip generation studies, traffic micro-simulation, signal operations, signal timing, traffic control and design/build of ITS solutions. In addition, Justin has served as a subject matter expert in court, for the State of California and for vendors in the transportation industry. He is also a proud alumnus of San Diego State University where he has served as a guest lecturer and adjunct faculty teaching Transportation Engineering and helping to mentor the next generation in his field.

Through his career, Justin Schlaefli has accumulated truly unique experience in Traffic Engineering. For example, Justin has served as an expert for the State Board of Professional Engineers with respect to creation of the Traffic Engineer license exam. In addition, Justin has served as a qualified expert witness for the US Attorney's office in cases involving traffic accidents and traffic signal timing. In addition, Justin has completed hundreds of traffic and safety studies throughout his career including substantial CEQA/NEPA work. Finally, Justin has overseen design/build projects for signal modification and ITS improvements including projects in Caltrans jurisdiction and involving multi-agency coordination

### DETAILED PROJECT EXPERIENCE

- **Mission Bay Drive Adaptive Signal Project**, San Diego, CA - 2016 – Present – Project Engineer and Construction Manager. Currently in its closing phases, Justin has served as trusted advisor, designer and construction manager responsible for introducing the latest technology to the City of San Diego. Work started in the advanced planning phases investigating field conditions and working with City staff to explore technological options for improving seven existing and one future signal on Mission Bay Drive. Justin provided assistance to the City of San Diego in exploring technology vendors and developing system requirements necessary to provide a new Adaptive Traffic Control system for the City. After selecting technology vendors, Justin oversaw the design/build effort to convert seven existing signals and construct one future signal as an Adaptive Traffic Control system using Trafficware's SynchroGreen system. This effort started with project planning, budget review, constructability review, permit application and contractor coordination. Work included communications design, installation, testing and quality assurance,

## Engineers

Vice President of Professional Development, San Diego State University Alumni Board of Advisors

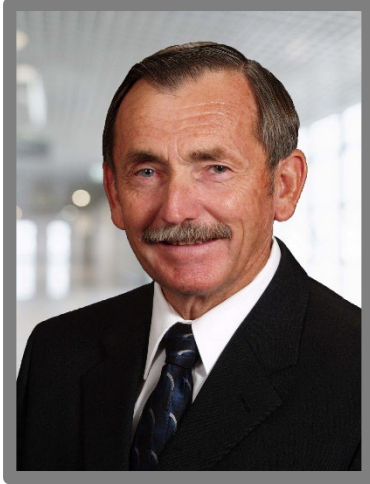
Adjunct Faculty, San Diego State University

controller replacements, TMC upgrades, ATMS install and configuration (ATMS.now), CCTV installation and configuration and Bluetooth monitoring system installation and configuration. Communications mediums include fiber, twisted pair copper, wireless radios and 4G LTE. The project is currently in it's completion phases.

- **Main Street Synchronization Phase 1 and 2**, Hesperia, CA - 2016 – Present – Project Engineer and Construction Manager. Working with City of Hesperia staff and consultants, Justin served as the primary project manager for the upgrade of sixteen traffic signals on the Main Street Corridor. This project has been completed in two phases with phase 1 completed and operational since 2018 and phase 2 just completed and in it's commissioning phase. Phase 2 involved substantial coordination across two Agencies, Caltrans and the City of Hesperia with the first synchronization/adaptive configuration across Caltrans freeway interchange ramp signals utilizing the technology selected. The project involved signal upgrades, installation of battery backup systems, CCTV cameras, ATMS cloud configuration, communications upgrades, controller replacements, signal timing, traffic control and more. The main technology vendors were Rhythm Engineering's InSync system and Trafficware. Additional quality assurance surveys and full project documentation were also provided along with technology training and maintenance planning. Justin has also provided As-Needed ITS services to the City since 2016 with regular maintenance and upgrade oversight of existing systems.
- **Lusk Boulevard Adaptive Installation and Signal Upgrade**, City of San Diego, CA - 2014 – Project Manager and Construction Management. Justin served as a project manager for this challenging design/build project with the City of San Diego. The project was conceived as a technology trial involving the upgrade of four intersections on Lusk Boulevard in San Diego. Required work involved technology evaluation and discussion, pre-construction planning, design, permitting, review of field conditions and definition of project requirements, installation oversight, coordination with Agency staff, quality assurance, inspection, approval of change orders, project reporting, configuration, training and system commissioning activities. Justin served as overall project manager throughout the process and was responsible for accelerating the project schedule to meet funding requirements. Justin also completed before and after studies and system monitoring for over one year. The project involved controller upgrades, communications upgrade and testing, camera installation, adaptive equipment installation in cabinets, traffic control and reporting. Technology involved McCain 170 controllers, Quicnet and Rhythm Engineering's InSync system.
- **Plan Check for Signal Synchronization System**, Coachella, CA - 2016 – 2010 – Project Manager. Justin served as the project manager providing plan check services for the City of Coachella's Signal Synchronization System project. This work involved field constructability review, plan check and comment and wireless signal testing. Working with City staff and consultant designer, potential issues were discussed including filled and potentially broken conduit, conduit not meeting fiber standards, wireless backhaul testing, location and design of TMC and more. This led to suggested changes as the project moved forward.
- **CV Sync Traffic Signal Synchronization**, Palm Desert, CA- 2020- present- Resident Engineer. Justin serves as the Resident Engineer assisting in

oversight of all construction management aspects for Phase 1 of the CV Sync project (Formerly CVAG TSSPP). This work involves plan review, management and approval of construction scheduling, budget, field work, local agency procedures and more. As the Local Agency Resident Engineer, Justin ensures adherence with applicable State and Federal requirements requiring familiarity with the CAMUTCD, Caltrans Standard Plans, Caltrans Construction Manual, Local Agency Procedures Manual and other applicable standards and documents. This project involves coordination and support across twelve agencies in the Coachella Valley





**RON  
MUSSER,  
P.L.S.**

TKE Engineering, Inc.

#### REGISTRATIONS

P.L.S. License Number (CA): 4230

Mr. Musser has over 52 years of experience in performing field and office surveying services for public and private projects including roadway and highway projects. Prior to joining TKE Engineering, Inc., Mr. Musser worked as a Partner in an engineering and surveying firm and supervised the mapping department providing mapping and calculations support for the firm's projects. He has performed design topographic surveying and construction staking on all of TKE's respective design and construction management projects over the past 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.

#### Project Experience

##### Municipal Experience

- **City of Calimesa, CA** – On-Call Survey and Map Checking Services
- **City of Hesperia, CA** – On-Call Survey and Map Checking Services
- **City of Upland, CA** – On-Call Survey and Map Checking Services
- **City of Wildomar, CA** – On-Call Survey and Map Checking Services

##### Detailed Project Experience

- **Arrow Highway Pavement Rehabilitation, City of Upland, CA** – Ron is providing survey support for this project, which provides for pavement rehabilitation, water and sewer line installation along Arrow Highway between San Antonio Avenue and 8th Avenue.
- **Arrow Route Improvements, City of Upland, CA** – Mr. Musser is Project Surveyor for this mile long widening of Arrow Route between Monte Vista Avenue and Central Avenue. This project involves coordination with US Army Corps of Engineers, San Bernardino County Flood Control, and compliance with requirements of a wide variety of permit requirements.
- **Fontana Campus Parking Improvements, City of Fontana, CA** – Mr. Musser provided topographic design survey, easement document preparation and construction staking services for the design and reconstruction of three major parking areas across the 26 acre City Hall site to create additional parking space for City Staff, Police and visitors of the civic center area. The project included complete parking lot redevelopment, relocation of existing storm drain lines and catch basins, pedestrian and vehicular access to all buildings within the civic center area and themed landscaping and lighting scenarios. The project provided more than 200 additional parking spaces and increase parking lot efficiency.
- **Foothill Boulevard Median and Traffic Signal Improvements, City of Fontana, CA** – Mr. Musser was the Project Surveyor for this 1,300 linear feet of median, traffic signal modification, and street widening improvements. Mr. Musser provided all topographic design surveying

and construction staking for construction of the project between Sierra Avenue and Mango Avenue. Project components included construction of ultimate street widening, median, curb and gutter, sidewalk, traffic signals, striping, and onsite private improvements.

- **Foothill Boulevard Street Improvements, City of Fontana, CA** – Mr. Musser was the Project Surveyor for this 11,800 linear feet of street widening, sewer and storm drain improvements, bike lane extension and median improvements. The project was separated into two phases from East Avenue to Cherry Avenue and from Cherry Avenue to Hemlock Avenue. Mr. Musser provided all topographic design surveying and construction staking for the construction of ultimate street widening, median, curb and gutter, sidewalk, traffic signals, striping, and onsite private improvements. In addition, Mr. Musser prepared legals, plats and grant deeds for more than twenty right-of-way acquisitions.
- **San Bernardino Avenue Street Improvements, County of San Bernardino, CA** – Mr. Musser was the Project Surveyor for this 8,800 Linear feet of street median, sidewalk, and storm drain improvements. Mr. Musser provided all topographic design surveying and construction staking for construction of ultimate street widening improvements including median, curb and gutter, sidewalk, landscaping, traffic signal modification, striping, storm drain and sewer crossings and private onsite improvements. In addition, Mr. Musser prepared legals, plats and grant deeds for right-of-way acquisition on eight parcels.



# KRISTINE MACALMA, E.I.T

TKE Engineering, Inc.

## Education

B.S, CIVIL ENGINEERING,  
CALIFORNIA STATE POLYTECHNIC  
UNIVERSITY, POMONA

## Affiliations

INLAND EMPIRE, WOMEN IN  
TRANSPORTATION (WTS)

RIVERSIDE-SAN BERNARDINO  
COUNTIES BRANCH, AMERICAN  
SOCIETY OF CIVIL ENGINEERS  
(ASCE)

Ms. Macalma is a Project Manager at TKE and has over 6 years of experience in assisting in engineering drafting and design. Her experience includes transportation improvements, street improvements, utility research, grading plans, construction management assistance, grant preparation, preliminary and final design drawings, specifications and engineer's cost estimates, and water and wastewater facilities including pipelines and water storage reservoirs. Ms. Macalma has been an integral part of projects successfully completed for the City of Calimesa, City of Highland, City of Yucaipa, City of Hesperia, City of Adelanto, City of Fontana, City of Upland, and City of Wildomar.

## DETAILED PROJECT EXPERIENCE

- **On-Call Engineering Services** *City of Calimesa*, - Ms. Macalma provides on-call civil engineering and City Engineer services to the City. She is assisting the City in managing more than \$10 million in public improvements. Ms. Macalma has been involved in engineering design of street improvement projects, review of submittals throughout construction, and helping prepare the grant application for County Line Road. She has also worked with other City consultants to prepare the Base Drawings for County Line Road.
- **On-Call Engineering Services**, *City of Highland* – Ms. Macalma provides on-call civil engineering services to the City of Highland for capital improvement project coordination, planning and implementation. She is assisting the City Engineer with more than \$7 million in capital improvements projects for the current fiscal year. Ms. Macalma has been involved in engineering design of street improvement projects, updating City Standard Drawings and helping to prepare material for grant applications.
- **On-Call Engineering Services**, *City of Hesperia* – Ms. Macalma provides on-call civil engineering services to the City, including City Engineer. She managed more than \$20 million in public improvement projects. Ms. Macalma has been involved in engineering design of street improvement projects, helping to prepare material for grant applications, preliminary cost estimates, and hydrology studies. She was also involved in the City Wastewater Treatment Plant Investigation.
- **Article III Sidewalk Improvements Project**, *City of Highland, CA* – Ms. Macalma provided assistant construction management services for the Article III sidewalk improvements project is located throughout the City of Highland. The project includes street widening, sidewalk grinding, drainage improvements, construction of pavement rehabilitation, median and trail construction, removal and reconstruction of concrete sidewalks, curbs and gutters, cross-gutters, bus stop improvements, ADA ramps, bus pads and driveway approaches, construction of catch basins and storm drains, relocation of miscellaneous utilities, and signing and striping at more than 100

individual locations. Services include utility relocation and coordination, construction management, inspection, construction management, and field survey.

- **Construction Management Hillview Neighborhood Improvement Project, City of Highland, CA** – Ms. Macalma provided assistant construction management services for the City of Highland for street and storm drain improvements project on Hillview Street and Cunningham Street between 9th Street and Base Line in the City of Highland. The project included construction of approximately one mile of pavement rehabilitation; construction of concrete sidewalks, curbs and gutters, cross-gutters, ADA ramps, and driveway approaches; construction of catch basins and storm drains; relocation of 25 power poles and miscellaneous utilities; raising of various utility manholes/valves and installation of traffic signing and striping. Services included CalRecycle Grant coordination, value engineering, right-of-entry acquisition, utility relocation and coordination, construction management, inspection, and coordination with property owners.
- **14<sup>th</sup> Street Pavement Rehabilitation and Water Improvements City of Upland, CA**– Ms. Macalma performed assistant construction management services for the 14th Street Pavement Rehabilitation and Water Main Replacement Project located in the City of Upland. The project included approximately 3,100 Linear Feet of 8” Water Main Replacement and Pavement Rehabilitation. The project consisted of street pavement rehabilitation and/or reconstruction; removal and replacement of displaced curb and gutter, sidewalk, driveway approaches, and ADA curb ramps; installation of potable water mains with associated appurtenances on 14th Street from Euclid Avenue to Campus Avenue. Services included topographic surveying, design, utility coordination, cost estimating, traffic control preparation, and construction staking.
- **Sterling Avenue and Water Street Sidewalk and Bike Lane Improvements and Base Line, Central Avenue, and Sterling Avenue ADA and Bus Stop Access Improvements Project, City of Highland, CA** – Ms. Macalma provided assistant construction management services for the City of Highland for the street, ADA, and bus stop access improvements on Sterling Avenue between 9th Street and Base Line, on Water Street between Church Street and Weaver Street, and at various locations along Base Line, Central Avenue, and Sterling Avenue in the City of Highland. The project included construction of approximately 850 linear feet of pavement rehabilitation; construction of concrete sidewalks, curbs and gutters, ADA ramps, and driveway approaches; and installation of traffic signing and striping. Services included value engineering, right-of-entry acquisition, construction management, inspection, and coordination with property owners.

## SECTION E | FIRM RESOURCE

### 1. RESOURCES

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

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

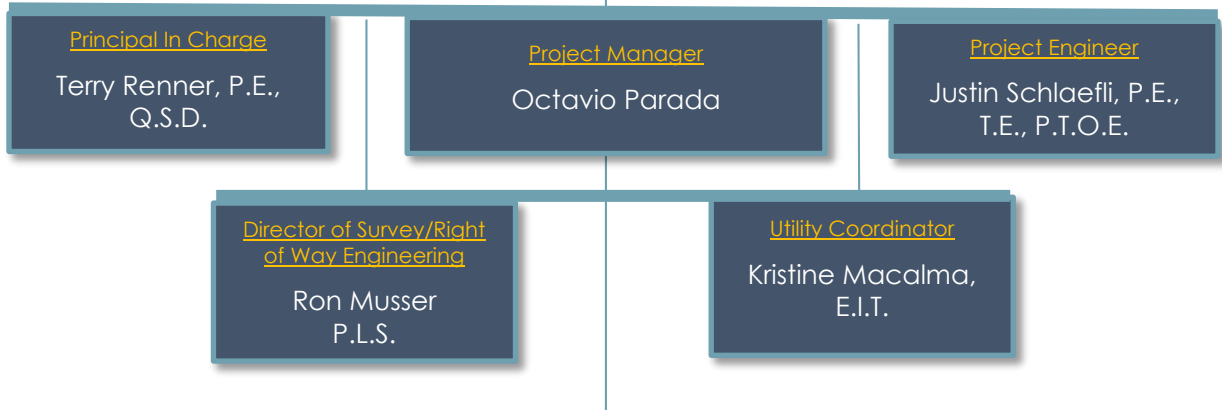
### 2. AVAILABILITY TO PERFORM WORK

TKE is committed to completing all of the services required to meet MSWD's schedule. TKE will always find MSWD as a priority client. As such, resources needed to complete the required tasks will be provided.

TKE has extensive experience with the project area and an excellent reputation in the provision of project management services for street improvement projects for municipal agencies. Throughout our history, we have provided design engineering services for more than one hundred miles of street improvement projects. We have successfully completed complex and challenging projects for more than 40 municipal agencies who have continued to request that we partner with them in delivering value to their communities.



## 3. ORGANIZATIONAL CHART

SUPPORT TEAM  
(40+ Members)

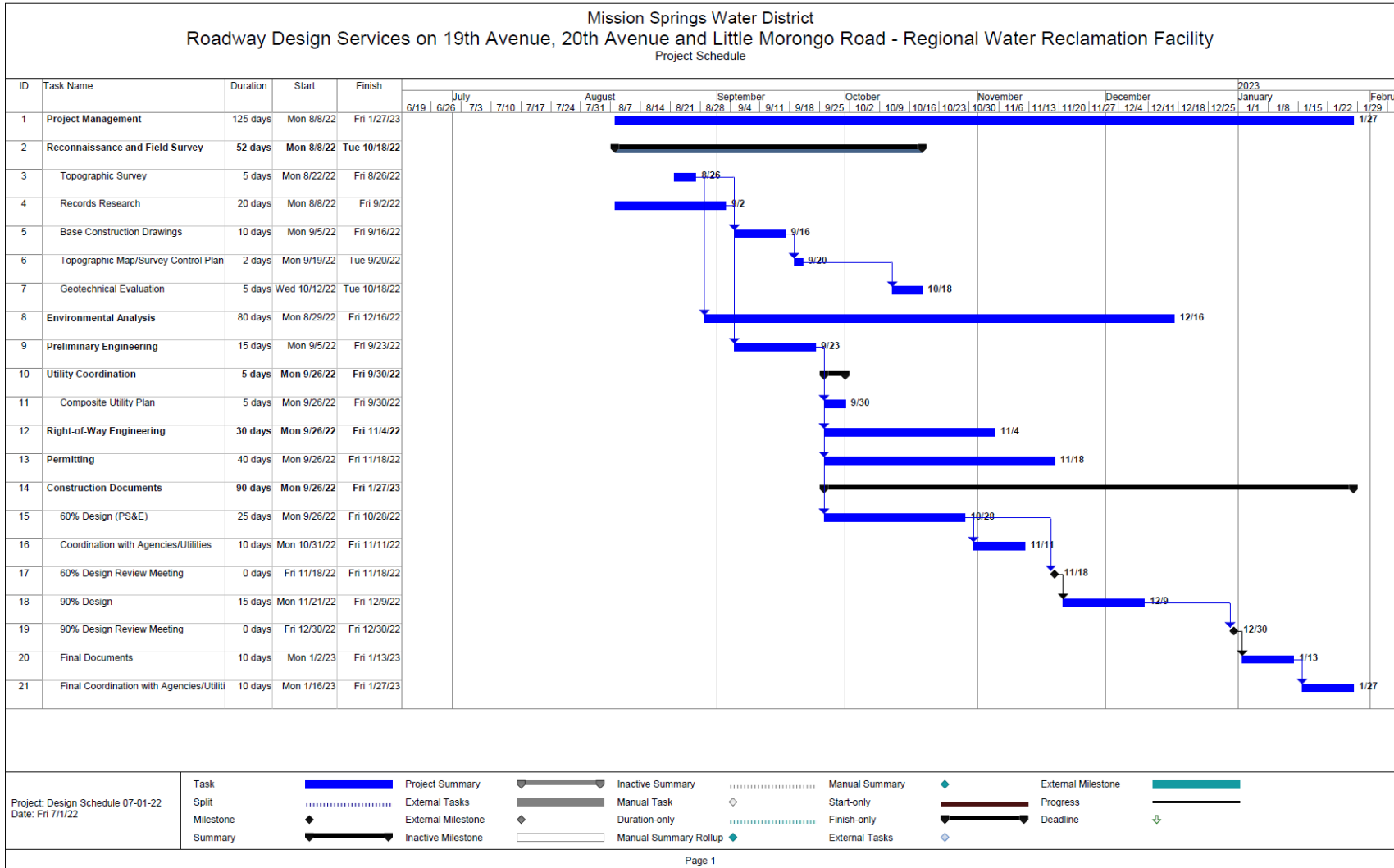
<b>Michael P. Thornton P.E., P.L.S.</b>   <i>President</i>	<b>Bob Doss, P.E.</b>   <i>Project Manager</i>
<b>Steven Ledbetter, P.E.</b>   <i>Vice President</i>	<b>Jennifer Cioffi, P.E.</b>   <i>Project Manager</i>
<b>Michelle Arellano, P.E.</b>   <i>Senior Plan Check Engineer</i>	<b>Steve Nix, P.E., P.L.S.</b>   <i>Senior Engineer</i>
<b>Brett Enscoe</b>   <i>Survey Party Chief</i>	<b>Brian Wolfe, P.E.</b>   <i>Senior Engineer</i>
<b>Mycal Balta</b>   <i>Survey</i>	<b>Marvin Lara, EIT</b>   <i>Associate Engineer</i>
<b>Steve Dukett</b>   <i>Managing Director Development Services</i>	<b>Travis Bradshaw</b>   <i>Assistant Engineer</i>
<b>Kathleen Robles</b>   <i>Development Project Manager</i>	<b>Shelby Kelley, EIT</b>   <i>Associate Engineer</i>
<b>Monae Pugh</b>   <i>Traffic Engineering Specialist</i>	<b>Jose Martinez</b>   <i>Associate Engineer</i>
<b>Patrick Palafox</b>   <i>Senior Public Works Inspector</i>	<b>Alex Estepa</b>   <i>Associate Engineer</i>
<b>Brad Enscoe</b>   <i>Senior Public Works Inspector</i>	<b>Jose Hernandez</b>   <i>Associate Engineer</i>
<b>Stephen Biscotti</b>   <i>Senior Public Works Inspector</i>	<b>Metehan Gumustekin E.I.T.</b>   <i>Associate Engineer</i>
<b>Tyler Ault</b>   <i>Senior Public Works Inspector</i>	<b>Chance Renner</b>   <i>Associate Engineer</i>
<b>Jeff Lantosh</b>   <i>Senior Public Works Inspector</i>	<b>Jayden Renner</b>   <i>Engineering Technician</i>
<b>Brian McDuffie</b>   <i>Senior Public Works Inspector</i>	<b>Nyasha Burnatte</b>   <i>Engineering Technician</i>
<b>Nelson Blackwell</b>   <i>Senior Public Works Inspector</i>	<b>Emmanuel Perez</b>   <i>Engineering Technician</i>
<b>Michael Counce</b>   <i>Senior Public Works Inspector</i>	<b>Daniel Melero</b>   <i>Engineering Technician</i>
<b>Aly Janiskee</b>   <i>Marketing Manager</i>	<b>Deana Vilches</b>   <i>Clerical</i>
<b>Cynthia Sotelo</b>   <i>Proposal Coordinator</i>	<b>Brian Chu</b>   <i>Engineering Technician</i>
<b>Michelle Sells</b>   <i>Accounting/Office Manager</i>	<b>Jeannette Barlow</b>   <i>Administrative Assistant</i>
<b>Tracey McLoughlin</b>   <i>Clerical</i>	



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

Mission Springs Water District







Prepared by:



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



## EXHIBIT B

### Term, Early Termination & Notice

#### Civil Engineering and Roadway Design Services on Avenue 19, Avenue 20, and Little Morongo Road

##### **A. Term of Agreement**

This professional services agreement shall be effective upon approval by the parties thereof and shall expire upon (18) eighteen months from the effective Agreement DATE therein. This contract also terminates and replaces any previous agreements between the Mission Springs Water District and TKE Engineering, Inc., for Civil Engineering and Roadway Design Services on Avenue 19, Avenue 20, and Little Morongo Road 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

##### **CONSULTANT**

Attn: Steve Ledbetter  
TKE Engineering, Inc.  
2305 Chicago Avenue  
Riverside, CA 92507

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** SEPTEMBER 19, 2022



**FROM:** MARION CHAMPION – GOVERNMENT AND PUBLIC AFFAIRS MANAGER

**FOR:** ACTION  DIRECTION  INFORMATION

---

## RESOLUTION NO. 2022-25 - RECOGNIZING OCTOBER 1-9, 2022 AS WATER PROFESSIONALS APPRECIATION WEEK

---

### STAFF RECOMMENDATION

Staff recommends the Board adopt resolution 2022-25, recognizing October 1-9, 2022, as Water Professionals Appreciation Week.

### SUMMARY

Water Professionals Appreciation Week was established by Senate Concurrent Resolution (SCR) 80, approved by the Legislature in 2017. The resolution, authored by Sen. Bill Dodd (D-Napa), was sponsored by an ACWA-led coalition that included WateReuse California, California Municipal Utilities Association, California Association of Sanitation Agencies, California Water Association, and the California Water Environment Association.

Celebrated by water agencies throughout the state, the week brings public awareness to the important role of water industry professionals and local public water agencies in ensuring safe and reliable tap water, wastewater, and recycled water for California.

### FISCAL IMPACT

None

### ATTACHMENTS

Resolution 2022-25

**RESOLUTION NO. 2022-25****A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS  
WATER DISTRICT, RECOGNIZING OCTOBER 1-9, 2022,  
AS WATER PROFESSIONALS APPRECIATION WEEK**

**WHEREAS**, water is the lifeblood of California and without safe and reliable water, no community and no sector of the economy – from high tech to manufacturing to agriculture – can thrive or expand; and

**WHEREAS**, now more than ever, the water industry is proud of the important role our essential workers play in making sure our communities have safe and reliable drinking water; and

**WHEREAS**, thanks to technological advances by highly skilled and trained water professionals and the dedication of thousands of industry professionals in the state, California drinking water and treated wastewater meets some of the most stringent water quality standards in the nation; and

**WHEREAS**, depending on where you live in California, your water may come from a nearby well or river, or it may travel hundreds of miles through canals or pipelines to reach your tap. Regardless of where it originates, your drinking water is filtered, cleaned, tested and distributed in a process carefully managed by trained water professionals; and

**WHEREAS**, California is steadily expanding the reuse of treated wastewater and pioneering the use of advanced purified recycled water to replenish aquifers, prevent seawater intrusion and improve local water supply reliability; and

**WHEREAS**, water professionals at local public water and wastewater agencies work 24/7 to plan for the future, maintain and upgrade their systems and improve the safety and resiliency of local water supplies for their communities; and

**WHEREAS**, according to the Public Policy Institute of California, local public water and wastewater agencies invest more than \$25 billion a year on local water-related programs and projects that protect public health and the environment, improve local water supply reliability, replenish and clean up groundwater basins, provide water for fire protection and protect against floods; and

**WHEREAS**, thousands of essential water, wastewater and recycled water industry professionals in the state dedicate their careers to keeping drinking water, recycled water and treated wastewater safe and reliable for use by Californians; now, therefore, be it

**NOW, THEREFORE, BE IT RESOLVED** that Mission Springs Water District hereby declares October 1-9, 2022, Water Professionals Appreciation Week and extends its sincere gratitude and appreciation to the water and wastewater professionals who work 24/7 to provide excellent essential services to our community every day.

**ADOPTED** this \_\_\_\_\_ day of September 2022, 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



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, August 11, 2022, at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

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

BOARD MEMBERS ABSENT: Director Steve Grasha

STAFF MEMBERS PRESENT: Arden Wallum, Brian Macy, Kurt Kettenacker, Marion Champion, Arturo Ceja, Danny Friend, Bassam Alzammar, Jeff Nutter, David Weaver, Robert Lopez, Rita Huber, Lee Boyer, Oriana Hoffert, Dori Petee

### RULES OF PROCEDURES

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

*First all noticed meetings are conducted using Rosenberg’s Rules of Order as procedural guidance. Directors should refrain from responding directly to public comment at meetings of the Board. The President of the Board presides at all meetings and decides all points of order and procedure during meetings. The President is responsible for maintenance and decorum at all Board meetings. No persons shall be allowed to speak who is not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once upon any one subject until every other member on the Board, wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. In order to ensure the orderly progress of Board meetings the Board President regulates the amount of time to be dedicated to a particular agenda item.”*

### PUBLIC INPUT

No public input.

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

This item will be fully recognized on Monday, August 15, 2022.

## ACTION ITEMS

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

It is recommended to approve Resolution 2022-22, continuing teleconferencing meetings for the period of August 23, 2022 - September 21, 2022.

No discussion, routine monthly item.

**PUBLIC HEARING - REPORT ON PUBLIC HEALTH GOALS**

It is recommended to conduct a Public Hearing to receive public comment on the Public Health Report, then receive and file the report.

This item will be fully acknowledged during the Public Hearing on Monday, August 15, 2022.

**FOURTH AMENDMENT TO PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT BETWEEN SKYBORNE VENTURES, LLC, AND MISSION SPRINGS WATER DISTRICT**

It is recommended to authorize the General Manager to execute the Fourth Amendment to Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement between Skyborne Ventures, LLC, and Mission Springs Water District and file with the Official Records of Riverside County.

This Fourth Amendment addresses the completion of certain public water service improvements, specifically Well 36-C, for the 1530 Zone of the Project. Pursuant to the Third Amendment, Developer delivered a Well Work Deposit to District, satisfying all obligations of Developer to design, construct, equip, complete and connect Well 34-C, Well 35-C, and the Intertie. This Fourth Amendment allows in exchange for delivery of the Well 36-C, the deposit a total of \$5,000,000 at specified times which will satisfy the Developer's obligation for the design and construction of Well 36-C as set forth in the Agreement. As such, the District shall provide sufficient water and irrigation meters for the construction of up to four hundred sixty-eight (468) additional residential units within the phases of the Project known as Village 3 and Village 10. The total number of residential units provided for under the Agreement and this Fourth Amendment is eight hundred seventy-eight (878) units.

**PROCESS TO FILL BOARD VACANCY**

It is recommended to direct staff to notify the County Elections Official of a Board vacancy and to post notice of the vacancy inviting applicants to apply to fill the vacancy, with interviews to be conducted and appointment to be made to fill the Board vacancy on or after the September Board meeting.

Pursuant to the discussion held by the Board at last month's meeting, General Counsel noted the Board would like to move in the direction of appointing a Director to fill the vacancy created by Director Duncan's resignation. Mr. Pinkney relayed to the Board the steps the District needs to take to complete this process.

## DISCUSSION ITEMS

### MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Mr. Ledbetter of TKE presented an update to the Board. He shared a daily time-lapse video to show the construction progress to date.

### CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE

Mr. Macy, Assistant General Manager presented an update to the Board.

## CONSENT AGENDA

*Consent agenda items are expected to be routine and non-controversial, to be acted upon by the Board at one time, without discussion. If a member would like an item to be handled separately, it will be removed from the Consent Agenda for separate action.*

## APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

July 14, 2022 - Study Session

July 18, 2022 - Board Meeting

## REGISTER OF DEMANDS

The register of demands totaling \$3,471,660.68

## REPORTS

### DIRECTOR'S REPORTS

Vice President Wright reported she attended the following events: 7/9 CORBS Dinner, 7/26 ACWA Groundwater Committee Meeting, 7/26 RivCo Special Districts Meeting.

Director Duncan reported he attended the following events: 7/5 DWA Board Meeting, 7/12 SVWD Board Meeting, 7/19 DWA Board Meeting, 7/26 CVWD Board Meeting.

### GENERAL MANAGER'S REPORT

Included with the General Managers Report are the following oral reports:

- A. Finance Report – No finance report during the audit.
- B. Public Affairs Update – This update will be given on Monday, August 15, 2022.

## PRESENTATIONS

### RECOGNITION OF OUTGOING BOARD MEMBER RANDY DUNCAN

This item will be fully acknowledged on Monday, August 15, 2022.

## COMMENTS

### DISTRICT COUNSEL COMMENTS

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

**DIRECTOR COMMENTS**

Vice President Wright noted a section of her Director Report she failed to report on.

**CLOSED SESSION**

**ANNUAL PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957

Title of Position: General Manager

**CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section (§54957.6)

Agency designated representatives: President Russ Martin or his designee

Unrepresented employee: General Manager

**CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Potential initiation of litigation

Pursuant to Government Code 54956.9(d)(4) (one potential case)

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

Mr. Pinkney the Board met in closed session on the items listed above, there was no reportable action taken on any item.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 5:00 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors





**CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS**

Alex Serrano

(Water Production Operator I)

Water Treatment Operator Grade T2

**ACTION ITEMS**

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

The Board approved Resolution 2022-22, continuing teleconferencing meetings for the period of August 23, 2022 - September 21, 2022.

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

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

**PUBLIC HEARING - REPORT ON PUBLIC HEALTH GOALS**

The Board conducted a Public Hearing to receive public comment on the Public Health Report, then received and filed the report.

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

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

**FOURTH AMENDMENT TO PUBLIC WATER SYSTEM IMPROVEMENT AND WATER SERVICE CONNECTION FEE CREDIT/REIMBURSEMENT AGREEMENT BETWEEN SKYBORNE VENTURES, LLC, AND MISSION SPRINGS WATER DISTRICT**

The Board authorized the General Manager to execute the Fourth Amendment to Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement between Skyborne Ventures, LLC, and Mission Springs Water District and file with the Official Records of Riverside County.

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

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

**PROCESS TO FILL BOARD VACANCY**

The Board directed staff to notify the County Elections Official of a Board vacancy and to post notice of the vacancy inviting applicants to apply to fill the vacancy, with interviews to be conducted and appointment to be made to fill the Board vacancy on or after the September Board meeting.

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

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

**SECOND AMENDMENT TO GENERAL MANAGER/CHIEF ENGINEER EMPLOYMENT AGREEMENT**

The Board approved the General Manager/Chief Engineers' employment agreement.

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

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

**DISCUSSION ITEMS**

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

No further updates

**CRITICAL SERVICES CENTER AND ADMINISTRATION BUILDING UPDATE**

No further updates

**CONSENT AGENDA**

The Board approved the consent agenda by the following vote:

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

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

**APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

July 14, 2022 - Study Session

July 18, 2022 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$3,471,660.68

**REPORTS**

**DIRECTOR'S REPORTS**

President Martin reported he attended the following events: 7/5 DHS City Council Meeting, 7/7 DVBA Legislative Meeting, 7/9 CORBS Dinner, 7/12 RivCo Board of Supervisors Meeting, 7/21 County Wide Oversight Board Meeting, 7/26 RivCo Board of Supervisors Meeting, 7/28 DVBA Mixer

**GENERAL MANAGER'S REPORT**

Included with the General Managers Report is the following oral report:

- Public Affairs Update

Marion Champion presented the Public Affairs update.

**PRESENTATIONS**

**RECOGNITION OF OUTGOING BOARD MEMBER RANDY DUNCAN**

The Board honored and acknowledged Director Duncan for his 12 years of service.

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

No comments

**DIRECTOR COMMENTS**

Vice President Wright said kind words to Director Duncan and thanked him for his years of service.

Director Sewell also thanked Director Duncan for his service to this District and community.

**CLOSED SESSION**

**ANNUAL PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957

Title of Position: General Manager

**CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

Potential initiation of litigation

Pursuant to Government Code 54956.9(d)(4) (one potential case)

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

The Board met in closed session on the above noted items, there was no reportable action taken on either item.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 5:00 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors



## BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Thursday, August 25, 2022, at 1:00 PM

Via Teleconference – No Live Attendance

### CALL TO ORDER

After technical difficulties, President Martin called the meeting to order at 1:07 PM.

### ROLL CALL

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

STAFF MEMBERS PRESENT: Arden Wallum, Brian Macy, Amanda Lucas, Arturo Ceja, Bassam Alzammar, Marion Champion, Oriana Hoffert, Dori Petee, Danny Friend

### PUBLIC INPUT

No public input

### ACTION ITEMS

#### **RESOLUTION 2022-23 - AUTHORIZING AN AGREEMENT FOR GRANT FUNDING WITH THE STATE WATER RESOURCE CONTROL BOARD FOR THE REGIONAL WATER RECLAMATION PROGRAM**

The Board adopted Resolution 2022-23 and authorized the General Manager to execute the agreement for grant funding with the State Water Resource Control Board for the Mission Springs Water District Regional Water Reclamation Program.

Mr. Wallum acknowledged the time and effort spent by the Board (past and present) staff and engineering consultants, over the past decade with regards to this project. This project has many aspects that all culminate into preparing the communities we serve for the future. This will provide protection for our groundwater, will expand our service area, provide advanced treatment and help abate and avoid septic tanks and individual treatments systems. It will also provide us with reuse water for the Mission Creek Subbasin that far exceeds any other program we have available to us.

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

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

#### **APPROVE CONTRACT AMENDMENT NO. 1 WITH J.F. SHEA CONSTRUCTION, INC., FOR THE CONSTRUCTION OF THE REGIONAL WATER RECLAMATION FACILITY**

The Board authorized the General Manager to approve Contract Amendment No. 1 with J.F. Shea Construction, Inc. for the construction of the Regional Water Reclamation Facility, augment the capital improvement budget amount to \$53,049,300.00 for Job No. 11424, and to do all things necessary to complete the project. The construction amendment would increase of the construction contingency from 5% to 10%, increasing the contract amount \$2,049,300.00 from \$43,035,300 to \$45,084,600.

Mr. Macy noted the Regional Water Reclamation Facility (RWRF) Project is a vital component in expanding the District's wastewater treatment capacity. The RWRF will construct a 1.5 million gallon per day Sequence Batch Reactor (SBR) wastewater treatment plant, which will dispose the treated secondary effluent in on-site disposal ponds. The District originally elected to defer equipping the 4<sup>th</sup> SBR treatment tank due to low initial flows. However, due to the anticipated development following the COVID-19 pandemic and changes in the overall wastewater management strategy, equipping the 4<sup>th</sup> SBR tank is necessary.

Typically, on projects of this size and scope, a 5% contingency is adequate. However, due to the anticipated development following the COVID-19 pandemic, the District has asked the Contractor to equip the 4<sup>th</sup> SBR tank at the proposed change order amount of \$1,925,000. This 10% contingency will allow for the equipping of the 4<sup>th</sup> SBR tank and provide additional set aside monies to cover any additional unforeseen or extra costs that may arise through the course of construction.

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

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

**GENERAL MANAGER'S COMMENTS**

Mr. Wallum noted he can assure everything has been run through counsel. Special thanks to TKE, Steve Ledbetter, Mike Thornton, Brian Macy and staff for all their tenacity in moving this forward.

**DIRECTORS' COMMENTS**

Director Sewell thanked TKE and staff. Also, congratulations to Vice President Wright to her appointment to the Regional Board.

President Martin commented he is happy the Board is finally on the same page with regards to this project as it has been fought at every turn by a member of this Board. He also echoed those congratulations to President Wright.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 1:33 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75232	08-26-22	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT #4	0.00	1,560,137.50	1,560,137.50
75089	08-04-22	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	368,952.37		368,952.37
			DWA RAC FEES FOR MAIN SYSTEM			
75240	08-26-22	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	210,941.94		210,941.94
			JUNE LATE FEES			
75161	08-11-22	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SVCS. CTR	0.00	197,919.41	197,919.41
75120	08-04-22	SOUTHERN CALIFORNIA EDISON COMPANY	APRIL 2022 ELECTRIC BILL	163,279.18		163,279.18
			JUNE 2022 ELECTRIC BILL			
			MAY 2022 ELECTRIC BILL			
75123	08-04-22	TKE ENGINEERING, INC	JUNE 2022 DESIGN SERVICES	0.00	129,488.19	129,488.19
			PROGRESS PAYMENT FOR CM & INSPECTION - RWRF			
75220	08-26-22	ACWA-JPIA HEALTH BENEFITS AUTH.	SEPT. 2022 PREPAID INS.	104,875.34		104,875.34
75156	08-11-22	MICHAEL BAKER INTERNATIONAL, INC.	WATER PLAN UPDATES AND EVAL MODEL UPDATE	0.00	98,741.00	98,741.00
75132	08-04-22	YELLOW JACKET DRILLING SERVICES, LLC	PROGRESS PAYMENT NO. 2	0.00	56,071.38	56,071.38
75177	08-18-22	CITY OF DESERT HOT SPRINGS	21/22 UU TAX SS3 RECEIPTS	48,389.35		48,389.35
			JUNE 2022 UU TAX			
75243	08-26-22	TULE RANCH/MAGAN FARMS	JULY 2022 SLUDGE HAULING	22,965.68		22,965.68
75079	08-04-22	BECK OIL, INC.	DIESEL FUEL	15,714.35		15,714.35
			UNLEADED GASOLINE			
75166	08-11-22	TKE ENGINEERING, INC	GENERAL DIST ENGINEERING SVCS	12,075.00	3,230.00	15,305.00
75133	08-11-22	ACWA/JOINT POWERS INSUR AUTH	W/C 2ND QTR 2022	13,215.08		13,215.08
75249	08-26-22	WEST YOST & ASSOCIATES, INC.	JUNE/JULY 2022 CONSULTING SERVICES	0.00	12,012.00	12,012.00
75141	08-11-22	COACHELLA VALLEY WATER DISTRICT	IRWMP MGMT COST SHARE FY 2022	11,323.67		11,323.67
75231	08-26-22	INLAND WATER WORKS SUPPLY CO.	CURB STOP WRENCH/HOLE BREAK OFF	10,310.23		10,310.23
			DUCTILE IRON PIPE			
			FLIP COUPLING/ROMAC CLAMPS			
			HOLE BREAK OFF CHECK			
			ROMAC SADDLE DBL			
			STEEL PIPE - HORTON PLANT			
75093	08-04-22	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE PAYMENT - JULY 22	9,968.43		9,968.43
75242	08-26-22	TRINITY TRUCK DRIVING SCHOOL DBA COMMERCIAL	CDL TRAINING - A.PEREAJ.STEINER	9,000.00		9,000.00
75197	08-18-22	MICHAEL BAKER INTERNATIONAL, INC.	PROFESSIONAL SERVICES JULY 2022	0.00	8,830.00	8,830.00
75237	08-26-22	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
75147	08-11-22	INLAND WATER WORKS SUPPLY CO.	3/4" FULL PORT BALL VALVE APOLLO 77-104	8,330.27		8,330.27
			6" HYMAX 642-768 FLEX COUPL.			
75094	08-04-22	FORSHOCK	GEOSCADA SOFTWARE UPGRADES - PROD.	0.00	7,912.59	7,912.59
			ID-E OFFSITE TESTING			
			WELL 24 HARDWARE			
75124	08-04-22	UMETECH, INC.	MANAGED SERVICES AND MAINTENANCE	7,687.25		7,687.25
75244	08-26-22	URBAN HABITAT	DRIPLINE REPAIR	6,955.71		6,955.71
			DRIPLINE REPAIRS			
			IRRIGATION REPAIRS			
			JULY 2022 MONTHLY LANDSCAPE			
			VALVE REPAIRS			
75179	08-18-22	CV STRATEGIES	GENERAL MKTG & COMM SUPPORT	6,500.00		6,500.00

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75101	08-04-22	LEGEND PUMP & WELL SERVICE, INC.	WELL 22 REHAB WORK	5,986.00		5,986.00
75081	08-04-22	CARL OTTESON'S CERTIFIED BACKFLOW	JULY BACKFLOW TESTING	5,880.00		5,880.00
75114	08-04-22	ROBERT G MODRICH	JUNE 2022 UNIDATA MAINTENANCE	4,249.20	1,500.00	5,749.20
75227	08-26-22	CYPRESS DENTAL ADMINISTRATORS	SEPT. 2022 PREPAID INS.	5,130.65		5,130.65
75204	08-18-22	ROBERT G MODRICH	JULY 2022 UNIDATA MAINTENANCE	5,100.00		5,100.00
75087	08-04-22	CVAG	CVAG YEARLY MEMBERSHIP DUES	4,981.00		4,981.00
75148	08-11-22	INNOVYZE INC	INFOCARE SUBSCRIPTIONS RENEWAL INNOVYZE	4,950.00		4,950.00
75145	08-11-22	HI-DESERT AIR INC.	AC REPAIRS AT ADMIN BUILDING	4,945.00		4,945.00
75102	08-04-22	MANAGER PLUS SOLUTIONS, LLC.	MANAGER PLUS CONTRACT RENEWAL	4,815.00		4,815.00
75163	08-11-22	SOUTH COAST AIR QUALITY	ANNUAL ICE GENERATOR PERMIT + SEWAGE	4,130.44		4,130.44
			ANNUAL PERMIT - SEWAGE AT DESERT CREST			
			ANNUAL PERMIT FOR DESERT CREST			
			FLAT FEE EMISSIONS PERMIT - HWWTP			
75182	08-18-22	DLT SOLUTIONS LLC	AUTOCAD SOFTWARE ANNUAL SUB.	4,098.07		4,098.07
75096	08-04-22	INFOSEND INC	MONTHLY BILLING SERVICES INV 217292	4,097.53		4,097.53
75082	08-04-22	CARPI & CLAY. INC	FEDERAL ADVOCACY-JULY	4,000.00		4,000.00
75103	08-04-22	MANPOWER US INC.	STAFFING SERVICES	3,894.05		3,894.05
			STAFFING SERVICES - FRONT OFFICE CSR			
			STAFFING SERVICES - TEMP FIELD SERVICE			
75239	08-26-22	ROCKET SOFTWARE, INC.	UNIDATA LICENSE RENEWAL	3,864.00		3,864.00
75211	08-18-22	THE LINCOLN NATL. LIFE INS. CO.	SEPT. 2022 PREPAID INS.	3,644.70		3,644.70
75226	08-26-22	CV STRATEGIES	STOCK VIDEO	3,504.75		3,504.75
75095	08-04-22	HI-DESERT AIR INC.	AC REPAIRS - FIXED LEAK ON UNIT	3,407.19		3,407.19
			AC REPAIRS AT ADMIN BUILDING			
			SERVICE CALL FOR AC REPAIRS			
74964	08-09-22	MARIEANN HAGEN JOHANSEN	LOST IN MAIL	-3,387.95		-3,387.95
75155	08-11-22	MARIEANN HAGEN JOHANSEN	ACCOUNT REFUND 66040 ACOMA AVE	3,387.95		3,387.95
PR081222	08-12-22	EMPLOYEES	PAPER PAYROLL CHECKS	2,970.39		2,970.39
75122	08-04-22	THE LINCOLN NATL. LIFE INS. CO.	AUGUST 2022 PREPAID	2,927.27		2,927.27
			JUNE CREDIT FROM OVERPAYMENT			
75117	08-04-22	SIOBHAN FAHEY	ACCOUNT REFUND 11255 POMELO DR	2,642.94		2,642.94
75233	08-26-22	MANPOWER US INC.	STAFFING SERVICES - TEMP CSR	2,639.84		2,639.84
			STAFFING SERVICES - TEMP. FIELD SERV.			
75078	08-04-22	AMERICAN WATER WORKS ASSOCIATION	AWWA YEARLY MEMBERSHIP DUES 2022-2023	2,443.00		2,443.00
75154	08-11-22	MANPOWER US INC.	GM REPORT/GRANT MICHAEL	2,432.13		2,432.13
			TEM CUST SERV REP INV 37256965			
			TEMP FIELD TECH INV 372569967			
75221	08-26-22	AECOM TECHNICAL SERVICES INC.	WELL 42 REDESIGN PP #17	0.00	2,400.50	2,400.50
75191	08-18-22	MANPOWER US INC.	STAFFING SERVICES - FIELD SERVICE TEMP.	2,382.48		2,382.48
			STAFFING SERVICES - FRONT OFFICE TEMP.			
75167	08-11-22	TRYCO GENERAL ENGINEERING	EMERGENCY SEWER REPAIRS - ACOMA AVE.	0.00	2,281.60	2,281.60
75225	08-26-22	CORE & MAIN LP	CIRCLE REPAIR CLAMP	2,251.13		2,251.13
75129	08-04-22	WEST COAST SAND AND GRAVEL INC.	26 TONS BASE	2,232.27		2,232.27
75229	08-26-22	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	2,088.55		2,088.55
75084	08-04-22	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC - JUNE 2022	2,070.00		2,070.00
			LAB SERVICES FOR SAMPLES - JUNE 2022			



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75213	08-18-22	USA BLUEBOOK	1/2 MOTORIZED BALL VALVE	1,856.89		1,856.89
			POLY ROUNDSLINGS - C&M			
			REPLACEMENT GRUNDFOS CONNECTION KITS			
75216	08-18-22	WATERLINE TECHNOLOGIES INC.	10 DRUMS REFILLED	1,656.98		1,656.98
75146	08-11-22	INFOSEND INC	MONTHLY BILLING SERVICES INV217470	1,639.32		1,639.32
			MONTHLY SUPPORT FEE AND EBILLS INV218325			
75130	08-04-22	WHITE CAP CONSTRUCTION SUPPLY	WALL COLUMN FORM - WWTP	1,614.31		1,614.31
			WEATHER GUARD TOOL BOX			
75165	08-11-22	THE PC MANAGER LLC	RAM UPGRADE FOR HYPERV SERVERS	1,604.70		1,604.70
75160	08-11-22	PRECISION GARAGE DOORS & GATES INC	GATE CONTROLLER SECURITY CAGE	1,500.00		1,500.00
75128	08-04-22	WATERLINE TECHNOLOGIES INC.	9 DRUMS REFILLED	1,491.28		1,491.28
75085	08-04-22	UNITED PENTECOSTAL CHURCH	ACCOUNT REFUND 65173 SAN JACINTO ST	1,362.29		1,362.29
75136	08-11-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 07-19-22	1,359.12		1,359.12
			UNIFORM SERVICES 07.01.22			
			UNIFORM SERVICES 07.14.22			
			UNIFORM SERVICES 07.26.22			
			UNIFORM SERVICES 08.02.22			
75248	08-26-22	WATERLINE TECHNOLOGIES INC.	8 DRUMS REFILLED	1,325.58		1,325.58
75238	08-26-22	PRAYOSHAM HOTELS INC.	TOILET REBATE	1,300.00		1,300.00
75230	08-26-22	INFOSEND INC	SUMMER NEWSLETTER	1,256.01		1,256.01
75228	08-26-22	DESERT VALLEY DISPOSAL, INC.	JULY CORP YARD SERVICE CHARGES	1,250.51		1,250.51
			JULY SERVICES CREDIT			
74686	08-02-22	QUADIENT FINANCE USA, INC.	LOST IN MAIL	-1,183.11		-1,183.11
75113	08-04-22	QUADIENT FINANCE USA, INC.	LEASE PAYMENT	1,183.11		1,183.11
			POSTAGE REPLENISHMENT			
75098	08-04-22	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	SECURITY FOR HORTON PLANT	1,125.00		1,125.00
75235	08-26-22	PARKHOUSE TIRE, INC	SKIP LOADER TIRE/RIM REPLACEMENT	1,104.55		1,104.55
			TRAILER TIRE REPLACEMENT			
75212	08-18-22	UNITED RENTALS NORTHWEST,INC.	14" DIAMOND BLADES	1,023.63		1,023.63
75107	08-04-22	O'REILLY AUTOMOTIVE,INC.	BATTERY REPLACEMENT	982.39		982.39
			BLUE DEF FLUID			
			BRAKE LIGHT REPLACEMENT			
			WINDSHIELD WIPER REPLACEMENT			
75222	08-26-22	BABCOCK LABORATORIES, INC.	2ND QTR GROUNDWATER WELL SAMPLING	979.02		979.02
			JULY 2022 TOTAL N TESTING			
75104	08-04-22	MATHESON TRI-GAS, INC	40 BOXES XXL NITRILE ORANGE GLOVES	957.77		957.77
			WORK GLOVES RESTOCK			
75171	08-18-22	AIR & HOSE SOURCE INC.	REPLACEMENT PRESSURE WATER HOSES	947.21		947.21
			VERMEER VAC REPLACEMENT PARTS			
75143	08-11-22	EISENHOWER OCCUPATIONAL HEALTH SERVICES	PHYSICIANS BILL INV#129698	920.00		920.00
			PRE-EMPLOYMENT PHYSICAL - RACHEL			
75217	08-18-22	WEST COAST SAND AND GRAVEL INC.	52 TONS BASE MATERIAL - CORP YARD	905.47		905.47
75109	08-04-22	PARKHOUSE TIRE, INC	TIRE REPLACEMENT	735.88		735.88
75091	08-04-22	EISENHOWER OCCUPATIONAL HEALTH SERVICES	EMPLOYEE DRUG SCREEN	717.00		717.00
75168	08-11-22	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	713.45		713.45
75175	08-18-22	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	703.46		703.46

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75140	08-11-22	CARRIRI HOMES, LLC	ACCOUNT REFUND 64618 BRAEBURN AVE	690.54		690.54
75201	08-18-22	QUADIENT FINANCE USA, INC.	LEASE PAYMENT	683.11		683.11
75169	08-11-22	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	663.25		663.25
75247	08-26-22	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	663.25		663.25
75083	08-04-22	CASEY DOLAN	DIGITAL AD MGMT & CONSULTING-AUG	650.00		650.00
73840	08-03-22	SANGHA VENTURES CALIFORNIA LTD.	STALE DATED	-640.54		-640.54
75116	08-04-22	SANGHA VENTURES CALIFORNIA LTD.	ACCOUNT REFUND 11389 BALD EAGLE LN	640.54		640.54
75119	08-04-22	SOUTH COAST AIR QUALITY	D.P.L.S ICE GENERATOR PERMIT	620.61		620.61
			FLAT FEE EMISSIONS - D.P.L.S.			
75106	08-04-22	NAPA AUTO PARTS	REPLACEMENT HD BATTERIES FOR GENERATOR	593.25		593.25
75131	08-04-22	XEROX CORPORATION	JULY 2022 COPY LEASE - ENG.	541.12		541.12
			JUNE 2022 XEROX LEASE			
75224	08-26-22	CASAMAR GROUP, LLC	JULY LABOR COMPLIANCE	0.00	531.64	531.64
75208	08-18-22	SOROPTIMIST HOUSE OF HOPE INC	SOROPTIMIST A DAY OF HOPE SPONSORSHIP	500.00		500.00
75184	08-18-22	FARMER BROS. CO	ADMIN COFFEE	444.13		444.13
75219	08-26-22	ABSOLUTE STANDARDS INC	3RD QUARTER LAB SAMPLES	390.00		390.00
75112	08-04-22	PROFORMA	PAYROLL CHECKS	361.65		361.65
75207	08-18-22	SHERWIN-WILLIAMS	SAFETY PAINT RESTOCK	354.00		354.00
75170	08-11-22	XEROX CORPORATION	MAILROOM XEROX LEASE	343.73		343.73
75127	08-04-22	WATER ENVIRONMENT FEDERATION	WEF ANNUAL MEMBERSHIP DUES	332.00		332.00
75121	08-04-22	THE UPS STORE #5062	M.CHAMPION BUSINESS CARDS	330.70		330.70
			STAFF BUSINESS CARDS			
75076	08-04-22	ADT COMMERCIAL LLC	VERBENA - CORP YARD SERVICE	318.57		318.57
75134	08-11-22	ADT COMMERCIAL LLC	VERBENA - CORP YARD	318.57		318.57
75125	08-04-22	USA BLUEBOOK	3/8 AIR VAC - PRODUCTION	311.58		311.58
			POTASSIUM CHLORIDE			
75048	08-29-22	LORENZO JESSE SOTO	LOST IN MAIL	-300.00		-300.00
75151	08-11-22	JONATHAN RUIZ	ACCOUNT REFUND 66817 BUENA VISTA AVE	276.26		276.26
75080	08-04-22	CALIFORNIA ASSOCIATION OF	CAPIO MEMBERSHIP RENEWAL	275.00		275.00
75077	08-04-22	AIR & HOSE SOURCE INC.	REPLACEMENT PRESSUE WASHER HOSES	250.13		250.13
75206	08-18-22	SHEILA THOMPSON	ACCOUNT REFUND 10792 SAN PABLO RD	235.95		235.95
75137	08-11-22	BABCOCK LABORATORIES, INC.	E.COLI/TOTAL COLIFORM TESTING	233.74		233.74
75223	08-26-22	BRINKS INCORPORATED	MONTHLY SERVICES	233.02		233.02
75198	08-18-22	MOR HASSON	CLAIMS PAYMENT - 12825 DEODAR AVE.	225.00		225.00
75202	08-18-22	RAUL CORTEZ	ACCOUNT REFUND 67370 SAN FIDEL BACK EASEMENT	221.11		221.11
75144	08-11-22	FORSHOCK	SCADA MONITORING - PRODUCTION	220.00		220.00
75180	08-18-22	DANGELO COMPANY	GALVANIZED PIPE FITTINGS	216.37		216.37
75174	08-18-22	ANGELA JOHNSON	ACCOUNT REFUND 69330 MIDPARK DR	207.09		207.09
75097	08-04-22	JANET VAN WYNSBERGHE	TOILET REBATE - VAN WYNSBERGHE	200.00		200.00
75099	08-04-22	JORJA CHEVALIER	TOILET REBATE - CHEVALIER	200.00		200.00
75105	08-04-22	MCMASTER-CARR	ALLOY STEEL CAPSET SCREWS	178.11		178.11
75218	08-18-22	XEROX CORPORATION	XEROX LEASE - ENGINEERING	172.39		172.39
75162	08-11-22	SAUNYA INGERSOLL	ACCOUNT REFUND 10860 SANTA CRUZ RD	166.24		166.24
75158	08-11-22	PALM SPRINGS PEST CONTROL, INC.	MONTHLY PEST CONTROL SERVICE - JULY 22	155.00		155.00
			MONTHLY SERVICE (ADMIN) - JULY 2022			
			MONTHLY SERVICE (CORP YARD) - JULY 2022			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75186	08-18-22	JANE ORTENBERG	ACCOUNT REFUND 66140 SANTA ROSA RD	131.06		131.06
75110	08-04-22	PARKERS BUILDING SUPPLY	LIGHT BULB REPLACEMENT	130.74		130.74
			WATERLINE REPAIR ITEMS - HORTON LAB			
75196	08-18-22	MICHELLE CASTILLO-SOTO	ACCOUNT REFUND 13653 CALIENTE DR	121.72		121.72
75234	08-26-22	NCL OF WISCONSIN, INC	TDS STANDARD DEVIATION FOR LAB	104.85		104.85
75126	08-04-22	VIRGINIA SABADO	ACCOUNT REFUND 67852 AVA CT	97.51		97.51
75142	08-11-22	CWEA	LAB ANALYST CERT. RENEWAL - ANDY G.	95.00		95.00
75090	08-04-22	DESERT PROMOTIONS	ADMIN POLO ORDER INV86356	94.61		94.61
75173	08-18-22	ANA SALINAS	ACCOUNT REFUND 67700 SAN JACINTO ST	93.54		93.54
75189	08-18-22	LISA S SCHULER	ACCOUNT REFUND 10341 PALM DR	88.00		88.00
75187	08-18-22	JENNIFER PRITTS	ACCOUNT REFUND 66314 AVE CADENA	84.65		84.65
75115	08-04-22	RUSS MARTIN	R.MARTIN MILEAGE REIMB.	84.37		84.37
75086	08-04-22	CRISTIAN CRISTALES	ACCOUNT REFUND 66320 12TH ST	78.83		78.83
75111	08-04-22	POWERPLAN OIB	BACKHOE KEYS FOR NEW STAFF	78.34		78.34
75178	08-18-22	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING CLASS ACTION	77.00		77.00
75118	08-04-22	SOSIEGO LLC	ACCOUNT REFUND 65896 CAHUILLA AVE	76.10		76.10
75210	08-18-22	TAMI HENRY	ACCOUNT REFUND 66076 AVE LADERA	72.22		72.22
75194	08-18-22	MARVIN CLEARY	ACCOUNT REFUND 66434 PIERSON BLVD	71.81		71.81
75138	08-11-22	BEN ALVAREZ	ACCOUNT REFUND 13600 MARK DR	69.05		69.05
75100	08-04-22	KILLER BEE PEST CONTROL	BEE REMOVAL 65565 ACOMA #4 INV6195	65.00		65.00
75245	08-26-22	USA-FACT INC	NEW EMP. BACKGROUND CHECK - R.PUST	57.80		57.80
75190	08-18-22	MAHSHID SADRI	ACCOUNT REFUND 8540 GREAT SMOKEY AVE	57.58		57.58
75246	08-26-22	USA BLUEBOOK	ZERO OXYGEN STANDARD 500ML	56.98		56.98
75199	08-18-22	NORMAN MCKEE	ACCOUNT REFUND 66290 FLORA AVE	52.79		52.79
75157	08-11-22	MIGUEL VASQUEZ	ACCOUNT REFUND 13310 LA MESA DR	50.02		50.02
75108	08-04-22	PALM SPRINGS PEST CONTROL, INC.	MONTHLY BAIT BOX SERVICE - WWTP	50.00		50.00
75159	08-11-22	PARKERS BUILDING SUPPLY	MISC. ITEMS FOR SITE REPAIRS	49.70		49.70
75088	08-04-22	DANGELO COMPANY	2" GALV. CAPS - PRODUCTION	48.32		48.32
75195	08-18-22	MARY CAUTHRON	ACCOUNT REFUND 15300 PALM DR #15	43.92		43.92
75209	08-18-22	STEVEN SOURISSEAU	ACCOUNT REFUND 9751 PALM DR	42.02		42.02
75152	08-11-22	JORGE LUIS ZARRAGA VEGA	ACCOUNT REFUND 16025 VIA VISTA	41.06		41.06
75164	08-11-22	SUSAN SAUNDERS	ACCOUNT REFUND 66040 AVE CADENA	40.47		40.47
75203	08-18-22	ROBERT FLORES	ACCOUNT REFUND 66922 GRANADA AVE	39.32		39.32
75200	08-18-22	PLANIT REPROGRAPHICS	LARGE BLACK AND WHITE PRINTS	37.86		37.86
			SCANNING AND EMAILING PRINTS			
75214	08-18-22	VENESSA INGALLS	ACCOUNT REFUND 9495 VALENCIA DR	36.32		36.32
75215	08-18-22	VINCENT GAONA	ACCOUNT REFUND 65072 DESERT VIEW AVE	35.17		35.17
75183	08-18-22	DMKK PARTNERS LLC	ACCOUNT REFUND 66580 BUENA VISTA AVE	31.03		31.03
75236	08-26-22	PLANIT REPROGRAPHICS	SCAN PLANS TO PDF	30.00		30.00
75172	08-18-22	ALONDRA PEREZ	ACCOUNT REFUND 16422 VIA VISTA	29.74		29.74
75192	08-18-22	MARGARITA CHAVEZ	ACCOUNT REFUND 66614 DESERT VIEW AVE	27.03		27.03
75149	08-11-22	JAMIE/DAVID GARCIA	ACCOUNT REFUND 16855 AVE MIROLA	26.09		26.09
75205	08-18-22	RYLEE BATES	ACCOUNT REFUND 13786 STARLIGHT WAY	24.54		24.54
75092	08-04-22	ELVIN J THORNBURG	ACCOUNT REFUND 12900 CUANDO WAY	24.26		24.26
75188	08-18-22	KIM SMITH	ACCOUNT REFUND 66610 SAN DIEGO DR	22.40		22.40
75150	08-11-22	JEANETTE GOLDEN	ACCOUNT REFUND 9377 EL MIRADOR BLVD	21.61		21.61

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75139	08-11-22	BRINKS INCORPORATED	MONTHLY TRANSPORTATION FEES INV5057306	21.31		21.31
75181	08-18-22	DEENA COLCLASURE	ACCOUNT REFUND 15665 AVE RAMBLA	15.36		15.36
75241	08-26-22	THE UPS STORE #5062	DESALINATE TOUR PACKAGE	14.58		14.58
75135	08-11-22	ANA PATRICIA MURILLO	MILEAGE REIMBURSEMENT - ANA, MAY TO AUG	12.58		12.58
75193	08-18-22	MARIA DE GARCIA	ACCOUNT REFUND 66201 7TH ST	8.44		8.44
75176	08-18-22	CAROLYN MOREY	ACCOUNT REFUND 9476 CALLE FUNDADOR	6.62		6.62
75185	08-18-22	FIRST WESTERN PROPERTIES	ACCOUNT REFUND 13190 INAJA ST	4.23		4.23
75153	08-11-22	LYNNE W HORN	ACCOUNT REFUND 9630 BROOKLINE AVE	4.09		4.09
PR082622	08-26-22	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
			CURRENT CHECK TOTAL	1,192,991.0	2,081,055.8	3,274,046.8
TOTAL				1,192,991.07	2,081,055.81	3,274,046.88
180 records listed						

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73840	08-03-22	SANGHA VENTURES CALIFORNIA LTD.	STALE DATED	-640.54		-640.54
74686	08-02-22	QUADIENT FINANCE USA, INC.	LOST IN MAIL	-1,183.11		-1,183.11
74964	08-09-22	MARIEANN HAGEN JOHANSEN	LOST IN MAIL	-3,387.95		-3,387.95
75048	08-29-22	LORENZO JESSE SOTO	LOST IN MAIL	-300.00		-300.00
75076	08-04-22	ADT COMMERCIAL LLC	VERBENA - CORP YARD SERVICE	318.57		318.57
75077	08-04-22	AIR & HOSE SOURCE INC.	REPLACEMENT PRESSUE WASHER HOSES	250.13		250.13
75078	08-04-22	AMERICAN WATER WORKS ASSOCIATION	AWWA YEARLY MEMBERSHIP DUES 2022-2023	2,443.00		2,443.00
75079	08-04-22	BECK OIL, INC.	DIESEL FUEL	15,714.35		15,714.35
			UNLEADED GASOLINE			
75080	08-04-22	CALIFORNIA ASSOCIATION OF	CAPIO MEMBERSHIP RENEWAL	275.00		275.00
75081	08-04-22	CARL OTTESON'S CERTIFIED BACKFLOW	JULY BACKFLOW TESTING	5,880.00		5,880.00
75082	08-04-22	CARPI & CLAY, INC	FEDERAL ADVOCACY-JULY	4,000.00		4,000.00
75083	08-04-22	CASEY DOLAN	DIGITAL AD MGMT & CONSULTING-AUG	650.00		650.00
75084	08-04-22	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC - JUNE 2022	2,070.00		2,070.00
			LAB SERVICES FOR SAMPLES - JUNE 2022			
75085	08-04-22	UNITED PENTECOSTAL CHURCH	ACCOUNT REFUND 65173 SAN JACINTO ST	1,362.29		1,362.29
75086	08-04-22	CRISTIAN CRISTALES	ACCOUNT REFUND 66320 12TH ST	78.83		78.83
75087	08-04-22	CVAG	CVAG YEARLY MEMBERSHIP DUES	4,981.00		4,981.00
75088	08-04-22	DANGELO COMPANY	2" GALV. CAPS - PRODUCTION	48.32		48.32
75089	08-04-22	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	368,952.37		368,952.37
			DWA RAC FEES FOR MAIN SYSTEM			
75090	08-04-22	DESERT PROMOTIONS	ADMIN POLO ORDER INV86356	94.61		94.61
75091	08-04-22	EISENHOWER OCCUPATIONAL HEALTH SERVICES	EMPLOYEE DRUG SCREEN	717.00		717.00
75092	08-04-22	ELVIN J THORNBURG	ACCOUNT REFUND 12900 CUANDO WAY	24.26		24.26
75093	08-04-22	ENTERPRISE FM TRUST	MONTHLY FLEET LEASE PAYMENT - JULY 22	9,968.43		9,968.43
75094	08-04-22	FORSHOCK	GEOSCADA SOFTWARE UPGRADES - PROD.	0.00	7,912.59	7,912.59
			ID-E OFFSITE TESTING			
			WELL 24 HARDWARE			
75094	08-31-22	FORSHOCK	INCORRECT AMOUNT	0.00	-7,912.59	-7,912.59
75095	08-04-22	HI-DESERT AIR INC.	AC REPAIRS - FIXED LEAK ON UNIT	3,407.19		3,407.19
			AC REPAIRS AT ADMIN BUILDING			
			SERVICE CALL FOR AC REPAIRS			
75096	08-04-22	INFOSEND INC	MONTHLY BILLING SERVICES INV 217292	4,097.53		4,097.53
75097	08-04-22	JANET VAN WYNSBERGHE	TOILET REBATE - VAN WYNSBERGHE	200.00		200.00
75098	08-04-22	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	SECURITY FOR HORTON PLANT	1,125.00		1,125.00
75099	08-04-22	JORJA CHEVALIER	TOILET REBATE - CHEVALIER	200.00		200.00
75100	08-04-22	KILLER BEE PEST CONTROL	BEE REMOVAL 65565 ACOMA #4 INV6195	65.00		65.00
75101	08-04-22	LEGEND PUMP & WELL SERVICE, INC.	WELL 22 REHAB WORK	5,986.00		5,986.00
75102	08-04-22	MANAGER PLUS SOLUTIONS, LLC.	MANAGER PLUS CONTRACT RENEWAL	4,815.00		4,815.00
75103	08-04-22	MANPOWER US INC.	STAFFING SERVICES	3,894.05		3,894.05
			STAFFING SERVICES - FRONT OFFICE CSR			
			STAFFING SERVICES - TEMP FIELD SERVICE			
75104	08-04-22	MATHESON TRI-GAS, INC	40 BOXES XXL NITRILE ORANGE GLOVES	957.77		957.77
			WORK GLOVES RESTOCK			
75105	08-04-22	MCMASTER-CARR	ALLOY STEEL CAPSET SCREWS	178.11		178.11
75106	08-04-22	NAPA AUTO PARTS	REPLACEMENT HD BATTERIES FOR GENERATOR	593.25		593.25

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75107	08-04-22	O'REILLY AUTOMOTIVE, INC.	BATTERY REPLACEMENT	982.39		982.39
			BLUE DEF FLUID			
			BRAKE LIGHT REPLACEMENT			
			WINDSHIELD WIPER REPLACEMENT			
75108	08-04-22	PALM SPRINGS PEST CONTROL, INC.	MONTHLY BAIT BOX SERVICE - WWTP	50.00		50.00
75109	08-04-22	PARKHOUSE TIRE, INC	TIRE REPLACEMENT	735.88		735.88
75110	08-04-22	PARKERS BUILDING SUPPLY	LIGHT BULB REPLACEMENT	130.74		130.74
			WATERLINE REPAIR ITEMS - HORTON LAB			
75111	08-04-22	POWERPLAN OIB	BACKHOE KEYS FOR NEW STAFF	78.34		78.34
75112	08-04-22	PROFORMA	PAYROLL CHECKS	361.65		361.65
75113	08-04-22	QUADIENT FINANCE USA, INC.	LEASE PAYMENT	1,183.11		1,183.11
			POSTAGE REPLENISHMENT			
75114	08-04-22	ROBERT G MODRICH	JUNE 2022 UNIDATA MAINTENANCE	4,249.20	1,500.00	5,749.20
75115	08-04-22	RUSS MARTIN	R.MARTIN MILEAGE REIMB.	84.37		84.37
75116	08-04-22	SANGHA VENTURES CALIFORNIA LTD.	ACCOUNT REFUND 11389 BALD EAGLE LN	640.54		640.54
75117	08-04-22	SIOBHAN FAHEY	ACCOUNT REFUND 11255 POMELO DR	2,642.94		2,642.94
75118	08-04-22	SOSIEGO LLC	ACCOUNT REFUND 65896 CAHUILLA AVE	76.10		76.10
75119	08-04-22	SOUTH COAST AIR QUALITY	D.P.L.S ICE GENERATOR PERMIT	620.61		620.61
			FLAT FEE EMISSIONS - D.P.L.S.			
75120	08-04-22	SOUTHERN CALIFORNIA EDISON COMPANY	APRIL 2022 ELECTRIC BILL	163,279.18		163,279.18
			JUNE 2022 ELECTRIC BILL			
			MAY 2022 ELECTRIC BILL			
75121	08-04-22	THE UPS STORE #5062	M.CHAMPION BUSINESS CARDS	330.70		330.70
			STAFF BUSINESS CARDS			
75122	08-04-22	THE LINCOLN NATL. LIFE INS. CO.	AUGUST 2022 PREPAID	2,927.27		2,927.27
			JUNE CREDIT FROM OVERPAYMENT			
75123	08-04-22	TKE ENGINEERING, INC	JUNE 2022 DESIGN SERVICES	0.00	129,488.19	129,488.19
			PROGRESS PAYMENT FOR CM & INSPECTION - RWRF			
75124	08-04-22	UMETECH, INC.	MANAGED SERVICES AND MAINTENANCE	7,687.25		7,687.25
75125	08-04-22	USA BLUEBOOK	3/8 AIR VAC - PRODUCTION	311.58		311.58
			POTASSIUM CHLORIDE			
75126	08-04-22	VIRGINIA SABADO	ACCOUNT REFUND 67852 AVA CT	97.51		97.51
75127	08-04-22	WATER ENVIRONMENT FEDERATION	WEF ANNUAL MEMBERSHIP DUES	332.00		332.00
75128	08-04-22	WATERLINE TECHNOLOGIES INC.	9 DRUMS REFILLED	1,491.28		1,491.28
75129	08-04-22	WEST COAST SAND AND GRAVEL INC.	26 TONS BASE	2,232.27		2,232.27
75130	08-04-22	WHITE CAP CONSTRUCTION SUPPLY	WALL COLUMN FORM - WWTP	1,614.31		1,614.31
			WEATHER GUARD TOOL BOX			
75131	08-04-22	XEROX CORPORATION	JULY 2022 COPY LEASE - ENG.	541.12		541.12
			JUNE 2022 XEROX LEASE			
75132	08-04-22	YELLOW JACKET DRILLING SERVICES, LLC	PROGRESS PAYMENT NO. 2	0.00	56,071.38	56,071.38
75133	08-11-22	ACWA/JOINT POWERS INSUR AUTH	W/C 2ND QTR 2022	13,215.08		13,215.08
75134	08-11-22	ADT COMMERCIAL LLC	VERBENA - CORP YARD	318.57		318.57
75135	08-11-22	ANA PATRICIA MURILLO	MILEAGE REIMBURSEMENT - ANA, MAY TO AUG	12.58		12.58
75136	08-11-22	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 07-19-22	1,359.12		1,359.12
			UNIFORM SERVICES 07.01.22			
			UNIFORM SERVICES 07.14.22			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			UNIFORM SERVICES 07.26.22			
			UNIFORM SERVICES 08.02.22			
75137	08-11-22	BABCOCK LABORATORIES, INC.	E.COLI/TOTAL COLIFORM TESTING	233.74		233.74
75138	08-11-22	BEN ALVAREZ	ACCOUNT REFUND 13600 MARK DR	69.05		69.05
75139	08-11-22	BRINKS INCORPORATED	MONTHLY TRANSPORTATION FEES INV5057306	21.31		21.31
75140	08-11-22	CARRIRI HOMES, LLC	ACCOUNT REFUND 64618 BRAEBURN AVE	690.54		690.54
75141	08-11-22	COACHELLA VALLEY WATER DISTRICT	IRWMP MGMT COST SHARE FY 2022	11,323.67		11,323.67
75142	08-11-22	CWEA	LAB ANALYST CERT. RENEWAL - ANDY G.	95.00		95.00
75143	08-11-22	EISENHOWER OCCUPATIONAL HEALTH SERVICES	PHYSICIANS BILL INV#129698	920.00		920.00
			PRE-EMPLOYMENT PHYSICAL - RACHEL			
75144	08-11-22	FORSHOCK	SCADA MONITORING - PRODUCTION	220.00		220.00
75145	08-11-22	HI-DESERT AIR INC.	AC REPAIRS AT ADMIN BUILDING	4,945.00		4,945.00
75146	08-11-22	INFOSEND INC	MONTHLY BILLING SERVICES INV217470	1,639.32		1,639.32
			MONTHLY SUPPORT FEE AND EBILLS INV218325			
75147	08-11-22	INLAND WATER WORKS SUPPLY CO.	3/4" FULL PORT BALL VALVE APOLLO 77-104	8,330.27		8,330.27
			6" HYMAX 642-768 FLEX COUPL.			
75148	08-11-22	INNOVYZE INC	INFOCARE SUBSCRIPTIONS RENEWAL INNOVYZE	4,950.00		4,950.00
75149	08-11-22	JAMIE/DAVID GARCIA	ACCOUNT REFUND 16855 AVE MIROLA	26.09		26.09
75150	08-11-22	JEANETTE GOLDEN	ACCOUNT REFUND 9377 EL MIRADOR BLVD	21.61		21.61
75151	08-11-22	JONATHAN RUIZ	ACCOUNT REFUND 66817 BUENA VISTA AVE	276.26		276.26
75152	08-11-22	JORGE LUIS ZARRAGA VEGA	ACCOUNT REFUND 16025 VIA VISTA	41.06		41.06
75153	08-11-22	LYNNE W HORN	ACCOUNT REFUND 9630 BROOKLINE AVE	4.09		4.09
75154	08-11-22	MANPOWER US INC.	GM REPORT/GRANT MICHAEL	2,432.13		2,432.13
			TEM CUST SERV REP INV 37256965			
			TEMP FIELD TECH INV 372569967			
75155	08-11-22	MARIEANN HAGEN JOHANSEN	ACCOUNT REFUND 66040 ACOMA AVE	3,387.95		3,387.95
75156	08-11-22	MICHAEL BAKER INTERNATIONAL, INC.	WATER PLAN UPDATES AND EVAL MODEL UPDATE	0.00	98,741.00	98,741.00
75157	08-11-22	MIGUEL VASQUEZ	ACCOUNT REFUND 13310 LA MESA DR	50.02		50.02
75158	08-11-22	PALM SPRINGS PEST CONTROL, INC.	MONTHLY PEST CONTROL SERVICE - JULY 22	155.00		155.00
			MONTHLY SERVICE (ADMIN) - JULY 2022			
			MONTHLY SERVICE (CORP YARD) - JULY 2022			
75159	08-11-22	PARKERS BUILDING SUPPLY	MISC. ITEMS FOR SITE REPAIRS	49.70		49.70
75160	08-11-22	PRECISION GARAGE DOORS & GATES INC	GATE CONTROLLER SECURITY CAGE	1,500.00		1,500.00
75161	08-11-22	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SVCS. CTR	0.00	197,919.41	197,919.41
75162	08-11-22	SAUNYA INGERSOLL	ACCOUNT REFUND 10860 SANTA CRUZ RD	166.24		166.24
75163	08-11-22	SOUTH COAST AIR QUALITY	ANNUAL ICE GENERATOR PERMIT + SEWAGE	4,130.44		4,130.44
			ANNUAL PERMIT - SEWAGE AT DESERT CREST			
			ANNUAL PERMIT FOR DESERT CREST			
			FLAT FEE EMISSIONS PERMIT - HWWTP			
75164	08-11-22	SUSAN SAUNDERS	ACCOUNT REFUND 66040 AVE CADENA	40.47		40.47
75165	08-11-22	THE PC MANAGER LLC	RAM UPGRADE FOR HYPERV SERVERS	1,604.70		1,604.70
75166	08-11-22	TKE ENGINEERING, INC	GENERAL DIST ENGINEERING SVCS	12,075.00	3,230.00	15,305.00
75167	08-11-22	TRYCO GENERAL ENGINEERING	EMERGENCY SEWER REPAIRS - ACOMA AVE.	0.00	2,281.60	2,281.60
75168	08-11-22	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	713.45		713.45
75169	08-11-22	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	663.25		663.25
75170	08-11-22	XEROX CORPORATION	MAILROOM XEROX LEASE	343.73		343.73

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75171	08-18-22	AIR & HOSE SOURCE INC.	REPLACEMENT PRESSURE WATER HOSES VERMEER VAC REPLACEMENT PARTS	947.21		947.21
75172	08-18-22	ALONDRA PEREZ	ACCOUNT REFUND 16422 VIA VISTA	29.74		29.74
75173	08-18-22	ANA SALINAS	ACCOUNT REFUND 67700 SAN JACINTO ST	93.54		93.54
75174	08-18-22	ANGELA JOHNSON	ACCOUNT REFUND 69330 MIDPARK DR	207.09		207.09
75175	08-18-22	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	703.46		703.46
75176	08-18-22	CAROLYN MOREY	ACCOUNT REFUND 9476 CALLE FUNDADOR	6.62		6.62
75177	08-18-22	CITY OF DESERT HOT SPRINGS	21/22 UU TAX SS3 RECEIPTS JUNE 2022 UU TAX	48,389.35		48,389.35
75178	08-18-22	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING CLASS ACTION	77.00		77.00
75179	08-18-22	CV STRATEGIES	GENERAL MKTG & COMM SUPPORT	6,500.00		6,500.00
75180	08-18-22	DANGELO COMPANY	GALVANIZED PIPE FITTINGS	216.37		216.37
75181	08-18-22	DEENA COLCLASURE	ACCOUNT REFUND 15665 AVE RAMBLA	15.36		15.36
75182	08-18-22	DLT SOLUTIONS LLC	AUTOCAD SOFTWARE ANNUAL SUB.	4,098.07		4,098.07
75183	08-18-22	DMKK PARTNERS LLC	ACCOUNT REFUND 66580 BUENA VISTA AVE	31.03		31.03
75184	08-18-22	FARMER BROS. CO	ADMIN COFFEE	444.13		444.13
75185	08-18-22	FIRST WESTERN PROPERTIES	ACCOUNT REFUND 13190 INAJA ST	4.23		4.23
75186	08-18-22	JANE ORTENBERG	ACCOUNT REFUND 66140 SANTA ROSA RD	131.06		131.06
75187	08-18-22	JENNIFER PRITTS	ACCOUNT REFUND 66314 AVE CADENA	84.65		84.65
75188	08-18-22	KIM SMITH	ACCOUNT REFUND 66610 SAN DIEGO DR	22.40		22.40
75189	08-18-22	LISA S SCHULER	ACCOUNT REFUND 10341 PALM DR	88.00		88.00
75190	08-18-22	MAHSHID SADRI	ACCOUNT REFUND 8540 GREAT SMOKEY AVE	57.58		57.58
75191	08-18-22	MANPOWER US INC.	STAFFING SERVICES - FIELD SERVICE TEMP. STAFFING SERVICES - FRONT OFFICE TEMP.	2,382.48		2,382.48
75192	08-18-22	MARGARITA CHAVEZ	ACCOUNT REFUND 66614 DESERT VIEW AVE	27.03		27.03
75193	08-18-22	MARIA DE GARCIA	ACCOUNT REFUND 66201 7TH ST	8.44		8.44
75194	08-18-22	MARVIN CLEARY	ACCOUNT REFUND 66434 PIERSON BLVD	71.81		71.81
75195	08-18-22	MARY CAUTHRON	ACCOUNT REFUND 15300 PALM DR #15	43.92		43.92
75196	08-18-22	MICHELLE CASTILLO-SOTO	ACCOUNT REFUND 13653 CALIENTE DR	121.72		121.72
75197	08-18-22	MICHAEL BAKER INTERNATIONAL, INC.	PROFESSIONAL SERVICES JULY 2022	0.00	8,830.00	8,830.00
75198	08-18-22	MOR HASSON	CLAIMS PAYMENT - 12825 DEODAR AVE.	225.00		225.00
75199	08-18-22	NORMAN MCKEE	ACCOUNT REFUND 66290 FLORA AVE	52.79		52.79
75200	08-18-22	PLANIT REPROGRAPHICS	LARGE BLACK AND WHITE PRINTS SCANNING AND EMAILING PRINTS	37.86		37.86
75201	08-18-22	QUADIENT FINANCE USA, INC.	LEASE PAYMENT	683.11		683.11
75202	08-18-22	RAUL CORTEZ	ACCOUNT REFUND 67370 SAN FIDEL BACK EASEMENT	221.11		221.11
75203	08-18-22	ROBERT FLORES	ACCOUNT REFUND 66922 GRANADA AVE	39.32		39.32
75204	08-18-22	ROBERT G MODRICH	JULY 2022 UNIDATA MAINTENANCE	5,100.00		5,100.00
75205	08-18-22	RYLEE BATES	ACCOUNT REFUND 13786 STARLIGHT WAY	24.54		24.54
75206	08-18-22	SHEILA THOMPSON	ACCOUNT REFUND 10792 SAN PABLO RD	235.95		235.95
75207	08-18-22	SHERWIN-WILLIAMS	SAFETY PAINT RESTOCK	354.00		354.00
75208	08-18-22	SOROPTIMIST HOUSE OF HOPE INC	SOROPTIMIST A DAY OF HOPE SPONSORSHIP	500.00		500.00
75209	08-18-22	STEVEN SOURISSEAU	ACCOUNT REFUND 9751 PALM DR	42.02		42.02
75210	08-18-22	TAMI HENRY	ACCOUNT REFUND 66076 AVE LADERA	72.22		72.22
75211	08-18-22	THE LINCOLN NATL. LIFE INS. CO.	SEPT. 2022 PREPAID INS.	3,644.70		3,644.70
75212	08-18-22	UNITED RENTALS NORTHWEST,INC.	14" DIAMOND BLADES	1,023.63		1,023.63



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
75213	08-18-22	USA BLUEBOOK	1/2 MOTORIZED BALL VALVE	1,856.89		1,856.89
			POLY ROUNDSLINGS - C&M			
			REPLACEMENT GRUNDFOS CONNECTION KITS			
75214	08-18-22	VENESSA INGALLS	ACCOUNT REFUND 9495 VALENCIA DR	36.32		36.32
75215	08-18-22	VINCENT GAONA	ACCOUNT REFUND 65072 DESERT VIEW AVE	35.17		35.17
75216	08-18-22	WATERLINE TECHNOLOGIES INC.	10 DRUMS REFILLED	1,656.98		1,656.98
75217	08-18-22	WEST COAST SAND AND GRAVEL INC.	52 TONS BASE MATERIAL - CORP YARD	905.47		905.47
75218	08-18-22	XEROX CORPORATION	XEROX LEASE - ENGINEERING	172.39		172.39
75219	08-26-22	ABSOLUTE STANDARDS INC	3RD QUARTER LAB SAMPLES	390.00		390.00
75220	08-26-22	ACWA-JPIA HEALTH BENEFITS AUTH.	SEPT. 2022 PREPAID INS.	104,875.34		104,875.34
75221	08-26-22	AECOM TECHNICAL SERVICES INC.	WELL 42 REDESIGN PP #17	0.00	2,400.50	2,400.50
75222	08-26-22	BABCOCK LABORATORIES, INC.	2ND QTR GROUNDWATER WELL SAMPLING	979.02		979.02
			JULY 2022 TOTAL N TESTING			
75223	08-26-22	BRINKS INCORPORATED	MONTHLY SERVICES	233.02		233.02
75224	08-26-22	CASAMAR GROUP, LLC	JULY LABOR COMPLIANCE	0.00	531.64	531.64
75225	08-26-22	CORE & MAIN LP	CIRCLE REPAIR CLAMP	2,251.13		2,251.13
75226	08-26-22	CV STRATEGIES	STOCK VIDEO	3,504.75		3,504.75
75227	08-26-22	CYPRESS DENTAL ADMINISTRATORS	SEPT. 2022 PREPAID INS.	5,130.65		5,130.65
75228	08-26-22	DESERT VALLEY DISPOSAL, INC.	JULY CORP YARD SERVICE CHARGES	1,250.51		1,250.51
			JULY SERVICES CREDIT			
75229	08-26-22	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	2,088.55		2,088.55
75230	08-26-22	INFOSEND INC	SUMMER NEWSLETTER	1,256.01		1,256.01
75231	08-26-22	INLAND WATER WORKS SUPPLY CO.	CURB STOP WRENCH/HOLE BREAK OFF	10,310.23		10,310.23
			DUCTILE IRON PIPE			
			FLIP COUPLING/ROMAC CLAMPS			
			HOLE BREAK OFF CHECK			
			ROMAC SADDLE DBL			
			STEEL PIPE - HORTON PLANT			
75232	08-26-22	J.F. SHEA CONSTRUCTION, INC.	PROGRESS PAYMENT #4	0.00	1,560,137.50	1,560,137.50
75233	08-26-22	MANPOWER US INC.	STAFFING SERVICES - TEMP CSR	2,639.84		2,639.84
			STAFFING SERVICES - TEMP. FIELD SERV.			
75234	08-26-22	NCL OF WISCONSIN, INC	TDS STANDARD DEVIATION FOR LAB	104.85		104.85
75235	08-26-22	PARKHOUSE TIRE, INC	SKIP LOADER TIRE/RIM REPLACEMENT	1,104.55		1,104.55
			TRAILER TIRE REPLACEMENT			
75236	08-26-22	PLANIT REPROGRAPHICS	SCAN PLANS TO PDF	30.00		30.00
75237	08-26-22	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
75238	08-26-22	PRAYOSHAM HOTELS INC.	TOILET REBATE	1,300.00		1,300.00
75239	08-26-22	ROCKET SOFTWARE, INC.	UNIDATA LICENSE RENEWAL	3,864.00		3,864.00
75240	08-26-22	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	210,941.94		210,941.94
			JUNE LATE FEES			
75241	08-26-22	THE UPS STORE #5062	DESALINATE TOUR PACKAGE	14.58		14.58
75242	08-26-22	TRINITY TRUCK DRIVING SCHOOL DBA COMMERCIAL	CDL TRAINING - A.PEREZ/J.STEINER	9,000.00		9,000.00
75243	08-26-22	TULE RANCH/MAGAN FARMS	JULY 2022 SLUDGE HAULING	22,965.68		22,965.68
75244	08-26-22	URBAN HABITAT	DRIPLINE REPAIR	6,955.71		6,955.71
			DRIPLINE REPAIRS			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			IRRIGATION REPAIRS			
			JULY 2022 MONTHLY LANDSCAPE			
			VALVE REPAIRS			
75245	08-26-22	USA-FACT INC	NEW EMP. BACKGROUND CHECK - R.PUST	57.80		57.80
75246	08-26-22	USA BLUEBOOK	ZERO OXYGEN STANDARD 500ML	56.98		56.98
75247	08-26-22	VERIZON CONNECT FLEET USA LLC	GPS TRACKING SUBSCRIPTION	663.25		663.25
75248	08-26-22	WATERLINE TECHNOLOGIES INC.	8 DRUMS REFILLED	1,325.58		1,325.58
75249	08-26-22	WEST YOST & ASSOCIATES, INC.	JUNE/JULY 2022 CONSULTING SERVICES	0.00	12,012.00	12,012.00
PR081222	08-12-22	EMPLOYEES	PAPER PAYROLL CHECKS	2,970.39		2,970.39
PR082622	08-26-22	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
			CURRENT CHECK TOTAL	1,192,991.0	2,073,143.2	3,266,134.2
TOTAL				1,192,991.07	2,073,143.22	3,266,134.29
181 records listed						

# AGENDA REPORT

## REGULAR BOARD MEETINGS SEPTEMBER 15 & 19, 2022

### DIRECTOR REPORTS

---

#### DIRECTOR REPORTS

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

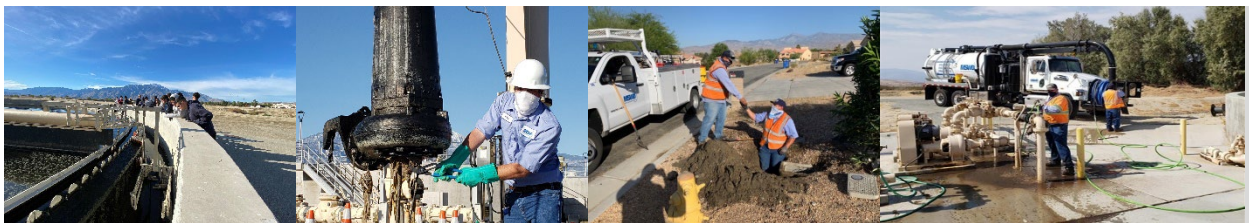
Date	Event	Attendees
8/2/2022	DHS CITY COUNCIL MEETING	MARTIN
8/4/2022	DVBA LEGISLATIVE MEETING	MARTIN
8/12/2022	BIA WATER CONFERENCE	MARTIN
8/22 – 24/2022	CSDA CONFERENCE	MARTIN, SEWELL, WRIGHT

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

Date	Event	Attendees
8/2/2022	DWA BOARD MEETING	MARTIN



# General Manager's Report September 2022



## Table of Contents

<b>ADMINISTRATION .....</b>	<b>1</b>
Customer Service Department.....	1
Finance and Accounting Department .....	5
Innovation and Technology Department.....	8
Purchasing Department.....	9
<b>ENGINEERING AND OPERATIONS.....</b>	<b>10</b>
Engineering Department.....	10
Operations & Maintenance.....	13
Water Resources .....	26
<b>PUBLIC AFFAIRS.....</b>	<b>27</b>
<b>APPENDIX A - Federal Update from Carpi &amp; Clay</b>	
<b>APPENDIX B – Wastewater and Water Production Tables</b>	
<b>APPENDIX C – Public Affairs Information</b>	

## ADMINISTRATION

### Customer Service Department

#### Disconnections Due to Non-Payment

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



As of April 5, 2022, disconnections have resumed. The August monthly delinquency process began with 445 auto-dialer calls, and technicians were able to make contact with 82 customers to either pay, set up payment plan with the office, or to get information for bill assistance. This process reduced delinquencies to only 74 disconnections in August 2022.

426 payment plans were set for MSWD customers with pending balance of payment plans totaling \$293,994.76.

#### Customer Bill Assistance Programs

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.

United Lift has assisted customers by paying \$4,818.19 on customer accounts in August 2022.

The State Arrearages Program provides a one-time payment and was applied to eligible accounts on January 24, 2022, totaling \$1,253,914.00.

Riverside County's Low Income Household Water Assistance Program (LIHWAP) Care Program launched on June 2, 2022. This program will provide 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. The program has started strong with LIHWAP paying \$14,001.54 in customer assistance since it opened to the public in June 2022.



### Ways to Pay Bills

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

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

A graphic titled 'MSWD BILL PAY OPTIONS' for Mission Springs Water District. It features four panels illustrating different payment methods: 'ONLINE' (MSWD.org/Paperless) with a laptop icon, 'BY PHONE' (760) 329-6448 with a phone icon, 'BY MAIL' (66575 Second Street, Desert Hot Springs, CA 92240) with a mailbox icon, and 'IN PERSON' (Drop off) with a 'NIGHT DROP' sign and a hand putting a bill in a slot. Below these panels, 'OTHER OPTIONS:' are listed: Walmart Pay, PayPal, PayNearMe, and 'YOUR BANK'S E-PAY PROGRAM'.

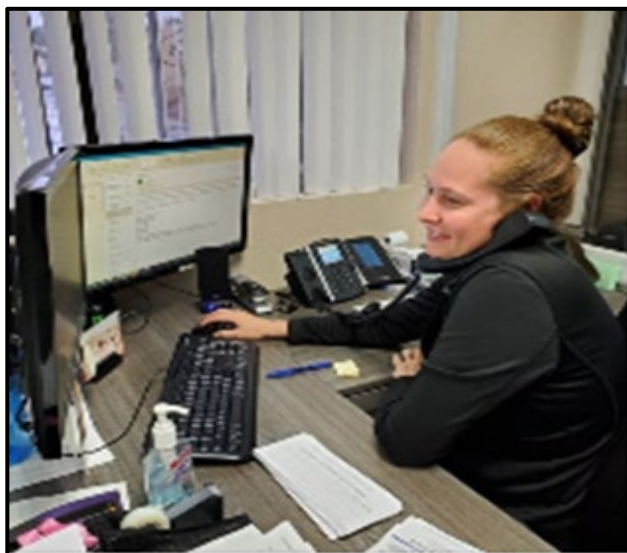
### Lobby Open by Appointment Only and COVID-19 Response

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



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

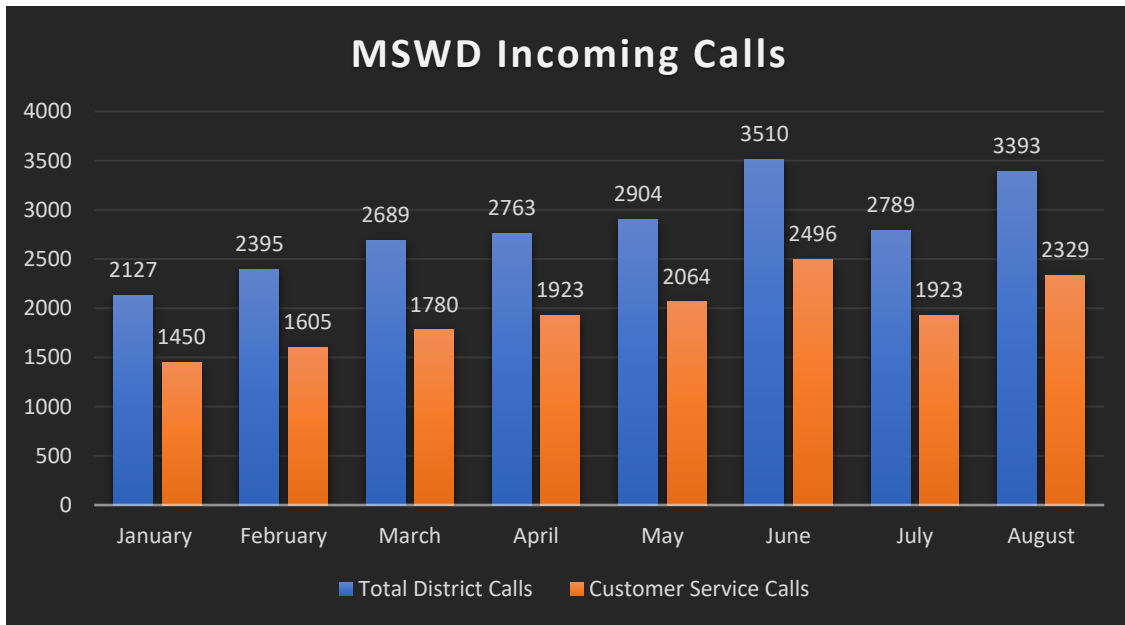
- All Customer Service staff is working in office with distancing
- All Field Service Technicians are working to serve customers in individual trucks
- Applications available on MSWD.org
- Mailing paper applications to customers that are unable or uncomfortable with online processes





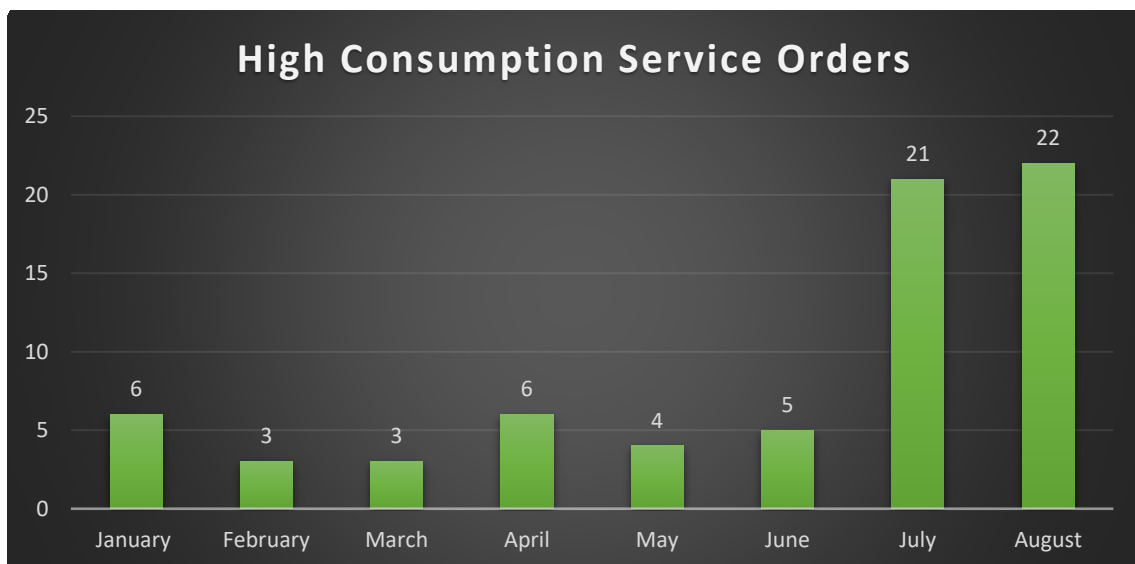
**Calls into the Customer Service Department**

The District is seeing an increase in the number of calls. Most calls are related to delinquency letters received, sewer pre-payments, payment plans, bill assistance information, demand/lien release requests, new property start/stop service, and account balance requests. The chart below represents MSWD incoming calls and those received by the Customer Service staff. There were 153 roll-over/"new" customer accounts in August 2022, 21 more than July 2022.



**High Bill Investigation Requests Versus 13,686 Accounts**

The District continues to leverage the new AMI infrastructure and Neptune 360 portal, resulting in consistently less high bill service orders. All customers are encouraged to sign up for the portal bill and leak alerts. Customer adoption is trending about 2% per week, reaching 28% or 3,775 customers registered so far.



## 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 August 2022.

### **Current Work Priorities**

The new Accounting Manager began working during the month of August 2022. She is qualified and brings a lot of knowledge about the accounting for a water district. A training guide was implemented to become familiar with the District operations over the next two months.

The Director of Finance attended the CSDA in Palm Desert from August 22 – August 24, 2022, attending a full day on August 22, 2022 for the Finance Professionals Forum.

The Purchasing and Warehouse employees attended the Tri-State Seminar in Las Vegas, Nevada from August 8 – August 11, 2022. This seminar is essential for these employees due to all the trends, supplies, and material improvements that are presented for water districts.

The Director of Finance attended the final meeting with the Desert Hot Springs Rotary to become an official member and will be sworn in during September 2022.

The Director of Finance worked with TKE Engineering and the rest of the executive team to review and complete the grant agreement with the State for the Regional Water Reclamation Facility. The Director of Finance is also in the process of gathering bids for a funding mechanism to help with cashflows through the grant reimbursement timing.

Accounting continues to support other departments as needed. August in particular was a very busy month:

### Human Resources

- Implementation of the certificate and education pay incentive. Accounting made the necessary changes in the payroll system to implement this policy update, which will be effective the first payroll in September 2022.
- Implementation of a new employee requested benefit, Aflac. This required changes in the payroll system and form updates. The first employee deductions will be done in September 2022.

### Information Technology

- The Director of Finance continues to work with IT on continuous receipts of phishing emails. Most have been added to a spam list and have stopped for the most part, however, they continue to get through under different credentials.

### Customer Service

- Submitted final arrearage data requested by the State to close the grant provided to help with customer delinquent accounts.
- Started the process to review the parcels rejected by the County for sewer and delinquent charges placed on the property taxes to come up with an alternative to collect fees that cannot be placed on the property taxes.
- Continued to help with the transition from Paymentus to PayNearMe giving customers more options to pay their water bill.
- Provided several corrections to customer service for customer accounts.
- Continued support with Legal for the class action lawsuit. Tom Slovak continues to call the District for information and to provide updated addresses and account status. This has been ongoing for the past several months.

### Public Relations

- Worked with Public Relations on the messaging, follow-up, and communication with the residents affected by the Redbud Booster Station failure.

### Engineering and Construction and Maintenance

- Established three (3) new reimbursable jobs that were requested by Engineering
  - Palm Spot Holdings – Medical Marijuana Facility
  - Landscape Inspection – Habitat for Humanity
  - Azure Palm Springs Resort/Day Spa
- Established two (2) new reimbursable jobs that were requested by Construction and Maintenance
  - Hit Water Main – 64941 Desert Way
  - Redbud Booster Station Outage/Highland Reservoir

The Long-Range Financial Plan RFQ was posted to PlanetBids and forwarded to agencies affiliated with the CSDA preferred vendors for financial planning.

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 work with Wells Fargo to implement the payment manager program to help with credit card, ACH, and check payments streamlining the process. This will save time from staff who currently have to manually do many of these procedures.

## Budget

Budget transfers in August amounted to \$10,000 due to an increase in training costs to the Construction and Maintenance Department for their commercial license renewals.

## Audit

The auditors began the audit work by requesting several schedules through June 30, 2022. They performed walkthroughs to review District procedures in regard to segregation of duties and safeguard of District funds. They also performed analytical reviews of procedures to ensure they meet basic requirements with accounting standards.

## Payroll

The Payroll Department continues to work with other departments to ensure timecards are prepared correctly. Several timecards had to be sent back for corrections during the month of August 2022. This slows down payroll and raises concerns with the auditors about the accuracy of employee time and records.

## Cash

Total cash receipts for the month of August amounted to \$2,039,837 with the majority being normal bill payments, sewer prepayments, grant cost share payments, and the final property tax collections for the 2022 fiscal year.

Cash disbursements for the month of August 2022 amounted to \$4,130,964 with the largest payments going to:

- J.F. Shea Construction – \$1,560,138
- Southern California Edison – \$374,221
- Desert Water Agency - \$368,952.37
- TKE Engineering – \$129,488.19
- ACWA JPIA Health Insurance - \$104,875
- Ruhnau Clarke Architects - \$197,919
- Net Payroll – \$249,275
- Payroll Taxes – \$113,592
- USDA IDE System Loan – \$6,575



## Innovation and Technology Department

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

### Technology Improvements

IT completed the implementation with Collections of the new inspection system.

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

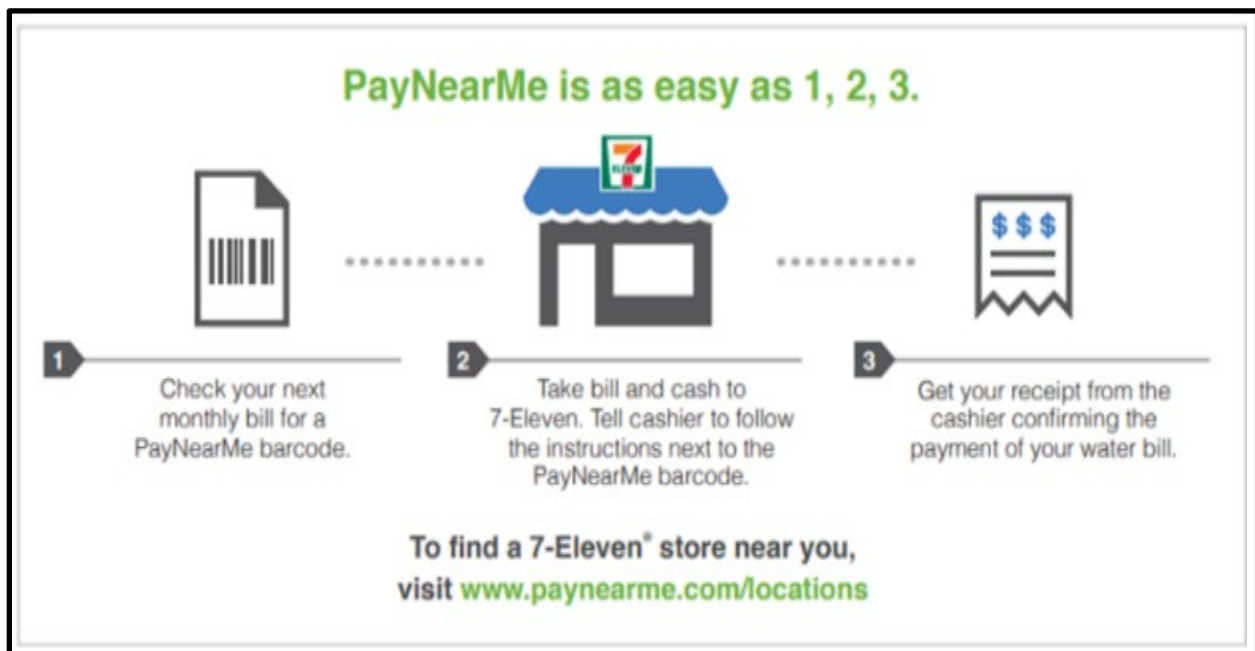
Desktop computers and laptop upgrades continue as needed.

### On-Going Cyber Security Training

IT 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.

### WaterSmart Customer Portal

While the new Customer Portal is functional and in use by customers, staff is working with our payment processor to address some remaining issues that need to be corrected before we fully decommission the old customer portal.



## Purchasing Department

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

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

Staff have emptied out three of the storage shipping containers that were used for the old Master meters. The last shipping container is about 80 percent empty and should be completed in the next few days to finalize the removal of all the old Master meters.



# ENGINEERING AND OPERATIONS

## Engineering Department

Below is a list of Capital Projects and status updates.

### **Well 42 Project**

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

The Construction Management (CM) Team has updated the project specifications to reflect a 400 HP water lube pump assembly and issued a bulletin to the contractor to move forward with equipment procurement.

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

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

Staff 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 design consultant, TKE Engineering, completed the final design package, specifically incorporating provisions for a water lubricated well in-lieu of an oil lubricated well.

Staff anticipates bidding the project during winter 2023.

The contractor, Legend, has completed rehabilitation of the well casing and related equipment. The contractor is coordinating water quality testing to put the well back into service.

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

Staff is in the process of reviewing the draft water and sewer master plans.

### **AD-18 GQPP Sewer Project Area “D3-1”**

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

### **Horton Effluent Filtration System**

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

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

The design consultant, Genterra, began geotechnical explorations and surveying for the project. These efforts are expected to be completed by the end of September 2022, at which time the design phase will begin.

**Horton Odor Control Project**

The construction has been completed and the performance testing by Integrity was completed on August 15, 2022. Staff and the consultant project manager will recommend a notice of completion to the Board upon receipt of the as-built plans and outstanding warranties from the manufacturers. The notice of completion is expected to be on the October 2022 Board Agenda.

**Request for Proposals for On-Call Professional Services for Construction Management and Inspection of Capital and Development Projects**

Staff received proposals from eleven (11) firms to provide construction management and inspection services for the District. Staff has completed a thorough review of the proposals and selected Wallace and Associates, Inc., MWH, and Engineering Resources of Southern California, Inc. for on-call construction management and inspection services. The contract amount for the on-call construction management and inspection services will be a not-to-exceed amount of \$50,000 for each of the three selected consultants.

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

Staff is reviewing funding options, costs, and availability of generators that meet the latest Air Quality Management District (AQMD) requirements for use in California.

**Energy Conservation and Efficiency Services Plan**

On June 30, 2022, staff solicited statements of qualifications for consulting firms to design and implement energy efficiency, energy generation, and other energy related capital improvement services for the District. Qualification statements were received from Willdan Energy Solutions, Engie Services, and Climatec. Staff carefully reviewed the three statements of qualifications, and based on experience and consultant staff resumes, Engie Services was selected. The initial contract amount for the on-call Energy Conservation and Efficiency Services plan will be a not-to-exceed amount of \$65,000.

**Regional Water Reclamation Facility**

The project team continued processing submittals and responding to RFIs submitted by JF Shea.

JF Shea continued construction on the new Regional Water Reclamation Facility (RWRF). Through the month of August, JF Shea completed forming and pouring the south half SBR Tank slabs, continued forming the north half including all reinforcements, conduits, and construction joints, started forming the south half SBR tank walls, and continued progress on the electrical conduits, water lines, and sewer lines for the administration building.





Staff continued the process of contacting property owners to acquire right-of-way along 20th Avenue to construct the third required monitoring well, to be constructed at a later date.

Staff continues to monitor progress on the SRF/Grant funding application with the State Water Resources Control Board (SWRCB). The SWRCB issued the Final Funding Agreement. Following review by staff, the MSWD Board approved the Final Funding Agreement at a special Board meeting in late August 2022. Staff will return the Final Funding Agreement to the SWRCB, where it will undergo a final review and signature by the Deputy Director.

### **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 and the consultant, TKE Engineering, are working with the CVCC to prepare the easement documents.

The consultant continues to coordinate with SCE to acquire an easement along a portion of the Little Morongo Road alignment.

The project is out to bid and the bid opening is scheduled for mid-September 2022. Following review of bids, staff will bring a recommendation for the construction contract award.

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

Staff continued plan checking the draft design package and expects to return comments to the consultant in September 2022.

## Operations & Maintenance

### Construction & Maintenance

Staff completed approximately 410 water line location requests. Staff continues to use iPads with the GeoViewer Mobile app to streamline and manage line locations.



Staff replaced 30 water service lines with copper, repaired 23 service line leaks, and eight mainline leaks.



Staff continues to implement maintenance programs, consisting of ground valve exercising, blow-off flushing, air-release valves, Cla-Val automatic control valves, and fire hydrant flushing/painting. There were 199 ground valves exercised, 98 fire hydrants were flushed and maintained, zero air-release valves were inspected and/or rebuilt, zero Cla-Val valves were inspected, and zero blow-offs were flushed.



A total of 62 work orders were processed in August 2022 using the CMMS program.

Staff installed nine new water service lines in August 2022.

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

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

### Fleet and Facility Maintenance

All District buildings continue to be cleaned and disinfected weekly, Tuesday through Friday, by our janitorial company. Disinfection is completed four times per week and routine janitorial services are completed twice a week. Starting the first week of August 2022, the District will be using a new janitorial company, Eternal Love, LLC. They were the lowest and responsive bidder from our bid process in late-May 2022.

Building Maintenance: Several light bulbs and fixtures were replaced in various locations throughout the Administration Building and Accounting Modular.

Standby Generator Monthly Maintenance Program: Staff did not find any issues during the monthly testing of our standby generators. This testing ensures the generators are functioning correctly and ready to be used when needed.

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

- Services were completed on Units 392, 406, and 410
- Battery was replaced in Units 324 and 387
- The District has received four new trucks that have replaced customer service trucks



- The District currently has three vehicles out to auction through Gov Deals and will be adding four more recently replaced to the surplus list
- Repairs to the AC were completed on Unit 324
- Repairs were made on the pressure hose of Unit 117

## Collections

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

Staff completed 410 sewer line location requests. Staff continues to use iPads with the GeoViewer mobile application to streamline and manage line locations.

Staff completed 69 CCTV inspections in AD-12-F service area and Rancho Del Oro service area.

Approximately 3.33 miles of sewer mainline was cleaned in August 2022.

Staff had Cues come out to train the collection staff on the new software and the overall operation of the CCTV truck.



## Wastewater Treatment

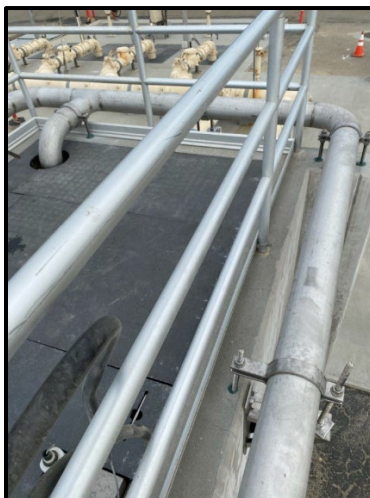
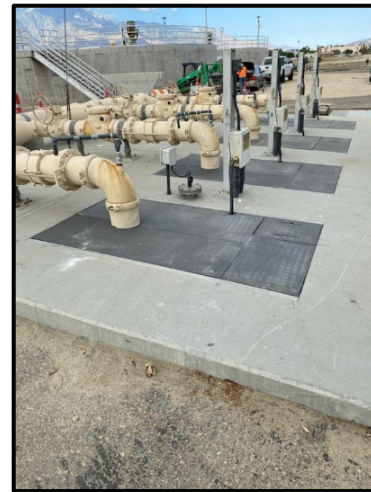
Staff spent a combined 387-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest Wastewater Treatment Plants (WWTPs). Also, during this timeframe staff spent 173.4-man hours operating the sludge belt filter press, including filling and removing 14 trailers of sludge from the Horton and Desert Crest WWTPs.

Staff collected 42 samples and spent 63-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both wastewater treatment plants are producing an effluent that meets the District's discharge requirement.

Staff cleaned and rehabilitated Ponds 3, 7, and 8 in August 2022.



Horton Odor Control Project: ATOM has finished the odor control project. Integrity Municipal Systems came out and trained staff on how to maintain and operate the odor control unit.



A stainless-steel manual bar screen was fabricated by Plumbers Depot and installed in the bypass channel of the headworks to help keep rags from entering the Horton WWTP.



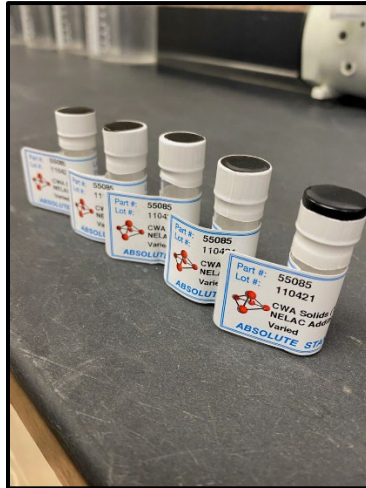
Staff replaced the upper pressure section belt on the sludge belt press due to a tear in the belt.



Staff continued to monitor the groundwater wells around the RWRf. Sampling and sounding will continue on a monthly basis.

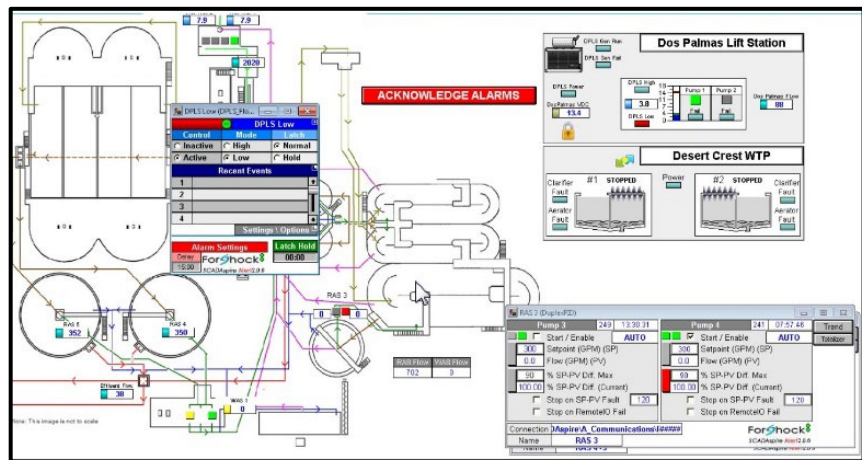


Staff continued in-house performance testing on all analysts that perform certain field testing within the Horton WWTP Laboratory. The in-house performance testing is required once a year to ensure analysts are performing laboratory procedures correctly.



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

- Polymer Tote Cleaning and Pickup
- Collections Standby Calls
- SCADA
- Odor Control Unit
- Makeup Time Request: Weekend Coverage



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
July	4	18	8	7	9	51
Aug.	26	20	4	1	8	53
Sep.		20	5	2	12	8
Oct.		36	9	4	8	12
Nov.		29	50	10	9	7
Dec.		12	9	3	3	64
Jan.		14	21	7	1	16
Feb.		7	23	5	1	42
Mar.		17	48	1	0	23
Apr.		7	18	3	3	15
May		16	17	11	3	20
June		2	21	7	3	6
<b>Annual Total</b>	<b>30</b>	<b>198</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>

Additional sanitary service connection information is provided in Appendix B.

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

Monthly Wastewater Flows

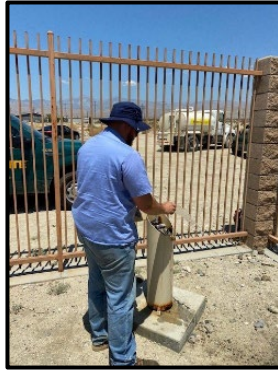
<b>WASTEWATER FLOW MGD</b>				
2022/23	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.980020	2.086591	0.038856	0.045610
Aug.	2.007484	2.156507	0.043378	0.051750
Sep.				
Oct.				
Nov.				
Dec.				
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

Additional wastewater flow information is provided in Appendix B.



## Water Production

Staff collected 71 routine bacteriological (Bac-T) samples, six general physical samples, and uranium samples at Well 26A for analysis in August 2022. Staff works closely with the laboratory when changing sampling dates or taking grab Bac-T samples for any mainline shutdowns. The MSWD Monthly Coliform Monitoring Reports for August 2022 were sent out to the State Water Resources Control Board on September 7, 2022.



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

Staff is currently working on completing and installing two additional automatic chlorine analyzers. Staff is currently working on completing and installing two additional automatic chlorine analyzers.

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



Staff continues to sound the groundwater levels for 13 production wells and nine monitoring wells. Staff usually strives to complete the soundings early in the month to be able to identify any abnormalities. The soundings did bring attention to the declining production rate at Well 26A. Flow has diminished significantly, and we are investigating the cause of this problem.



Staff continues to oversee all water production sites making necessary changes. Staff routinely climbs reservoirs and conducts monthly overflow maintenance as needed. Staff also conducts reservoir roof inspections using a drone.

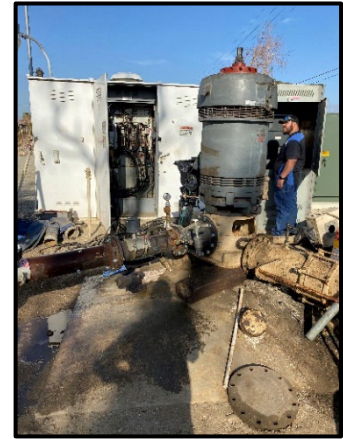
Staff performed a controlled reservoir overflow at the Well 33/Little Morongo Reservoir site to help reduce the buildup of turbine oil on the surface of the water. This was completed on August 24, 2022.



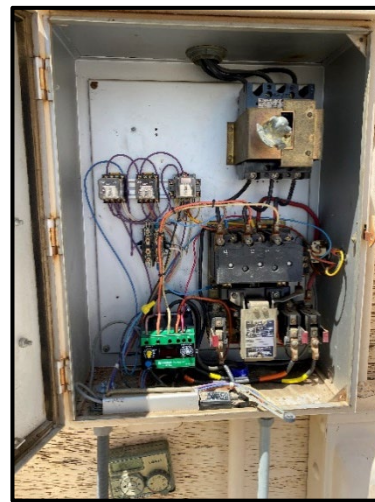
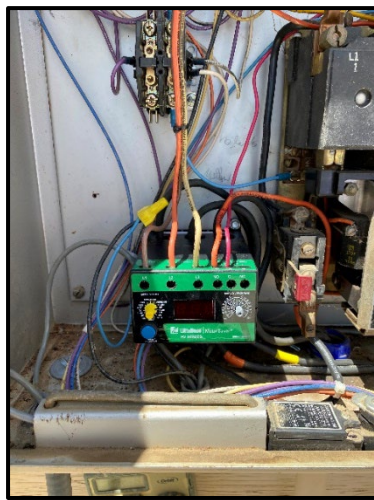
Staff continues to oversee the landscape contract with Urban Habitat for 36 sites throughout the District. They continue to make repairs to our landscape irrigation at our various sites.



Staff is currently working on the first phase of a multiphase rehabilitation project for Well 22. In the first phase the contractor, Legend Pumps, test pumped the well confirming it can achieve a sustainable flow rate of approximately 1,200 GPM. We are currently disinfecting and sampling the well before we proceed further.



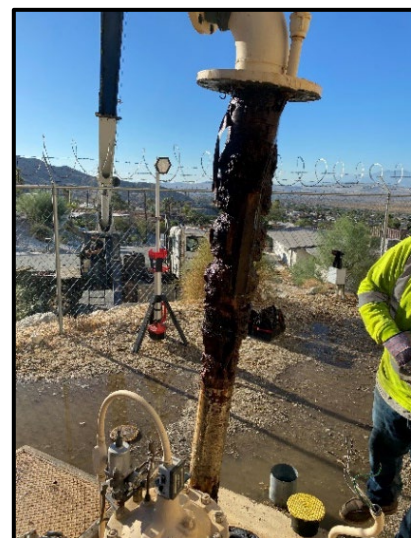
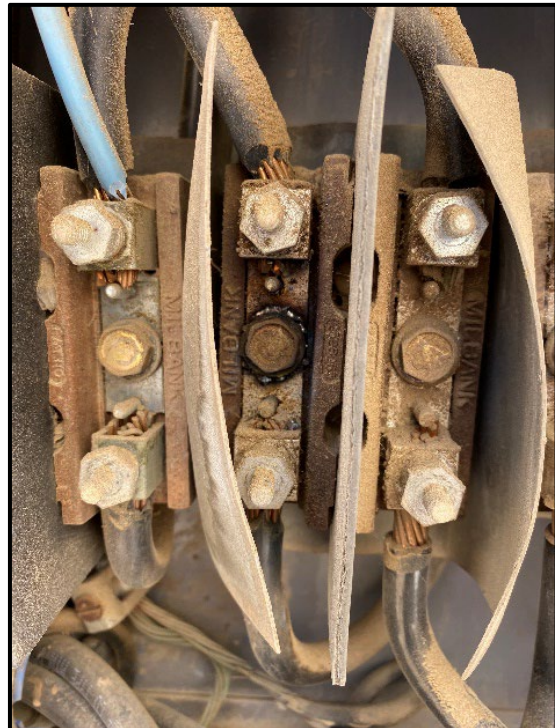
The new motor savers have been installed at the Low Northridge booster station. Motor savers are installed to protect well and booster pump motors from damage caused by single phasing, low voltage, high voltage, phase reversal, and voltage unbalance.



The Terrace Booster Station Pump #3 has been repaired and installed. It is now functioning as desired and no longer leaks at the shaft seal.



Redbud Booster Station/Highland Booster Reservoir Incident: Due to an electrical malfunction, we lost both booster pumps at the Redbud Booster Station which resulted in losing water at the Highland Reservoir. This led to the District having to issue a boil water notice to the 41 residents in that zone. The District was able to acquire a portable booster pump from High Desert Water District to help for a few days. One of the two boosters has since been repaired and reinstalled. The remaining booster pump should be completed within the next few days.



The submersible pump and motor were pulled at Well 26A due to declining production rate. Staff has also requested a downhole video inspection to evaluate the condition of the well. A hold in the column pipe was found just above the pump which is likely the sole cause of the reduced production rate. Staff is awaiting reinstallation.



### Well 33 Solar Site

Staff continues to monitor the performance of the solar system. The July and August 2022 performance reports are unavailable and will be reported with September's information next month.

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		23	18	2	14	4
October		33	13	3	21	8
November		27	10	16	4	0
December		9	2	17	3	3
January		14	15	6	3	20
February		8	13	8	5	11
March		19	16	2	3	6
April		6	11	1	3	7
May		19	15	12	5	11
June		1	24	11	2	8
<b>Annual Total</b>	<b>34</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>
<b>Avg./ Mo.</b>	<b>2.83</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 B.

As expected, the new water services increase the amount of water needed to be pumped; however, the weather and water conservation continue to be the primary factor in MSWD water production. The following table summarizes the MSWD water production for each month.

Monthly Water Production

	FY 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		0.00	0.0%	738.65	784.80	757.08	689.47
October		0.00	0.0%	665.18	755.84	709.39	709.81
November		0.00	0.0%	679.85	690.13	619.87	631.75
December		0.00	0.0%	565.48	588.32	537.23	502.16
January		0.00	0.0%	580.28	537.96	553.20	570.20
February		0.00	0.0%	527.34	495.61	520.85	415.49
March		0.00	0.0%	601.44	625.80	557.73	490.92
April		0.00	0.0%	624.07	649.34	573.02	635.08
May		0.00	0.0%	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>-34.52</b>	<b>-2.1%</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 B.

## Water Resources

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

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

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

The CVRWVG has completed and submitted a grant funding application under the Proposition 1, Round 2, IRWM Implementation grant program. The slate of projects includes regional conservation funding and MSWD's GQPP Area D-3 Septic to Sewer project. The California Department of Water Resources (DWR) is not expected to provide funding recommendations until late 2022 or early 2023.

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

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

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

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

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

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

The 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 kickoff meeting for the Coachella Valley Salt and Nutrient Management Plan (CV SNMP) Update. The CV SNMP Update process is expected to be completed by late 2026. Different committees will be established to help move the CV SNMP Update through development and completion, including a steering committee and technical advisory committee, which includes coordination and participation with the Regional Board, tribes, and other stakeholders.

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

## PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

### Past Sponsorships / Events

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

MSWD was at 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 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.

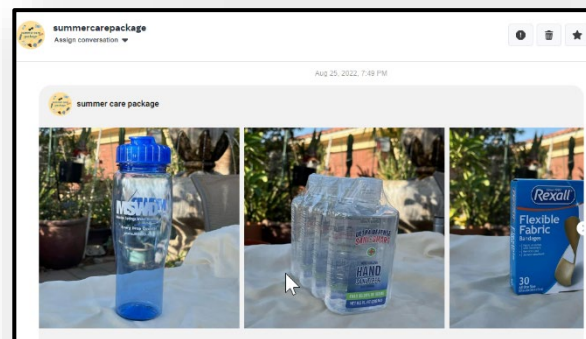
#### **Well Untapped Legislative Water Summit: September 6, 2022**

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.





**Upcoming Sponsorships / Events**

**MSWD Blood Drive: September 14, 2022**

MSWD will host the LifeStream bloodmobile again on September 14<sup>th</sup> to honor the lives of our fallen 9/11 heroes. Watch your email or the District's social media for appointment information.

**Water 101 Community Workshops: October 20, 2022, November 10, 2022, December 8, 2022, and January 19, 2023**

MSWD has secured the Desert Hot Springs Library for another round of Water 101 community meetings. Designed to give attendees a broad understanding of the District and our operations, the sessions are free and open to the public. The Public Affairs team is currently soliciting community sign-ups.

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

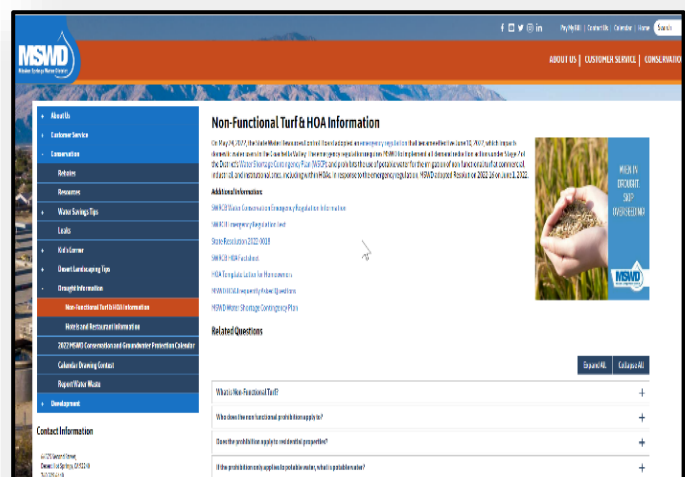
The ACWA 2022 Fall Conference & Exhibition is set to take place at the Renaissance Esmeralda and Hyatt Regency in Indian Wells. Sessions will cover various topics, including water management, innovation, public communication, affordable drinking water, energy, finance, federal forum, and more.

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

**Public Outreach**

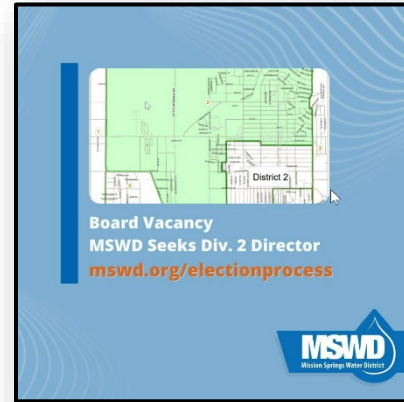
**Drought & Water Conservation**

We continue reminding customers to conserve and use water efficiently during the drought. We have added a resource [page on our website](#) for Home Owner Associations (HOAs) that includes information related to the State's ban on non-functional turf, fact sheets, Q&As, and template letters they can use to help communicate with their residents. We have emailed links to these materials to our local HOAs and offer additional assistance should they need it.



**Division 2 Recruitment**

Following the August 2022 Board of Directors meeting, staff issued a news release and listed the vacancy on our website and social media. We also posted physical notices at City Hall, Starbucks, the Desert Hot Springs Library, and our information board. Throughout the recruitment period, we followed up with additional posts and continued to spread the word on social media.



**LIHWAP Promotion**

Throughout the month of August 2022, staff continued to promote the Low-Income Household Water Assistance Program (LIHWAP) program on our website and social media channels. We also did a special mailer to all MSWD customers that have arranged for a payment plan inviting them to learn more about the program and how they can apply LIHWAP funds towards back balances currently on a payment plan.



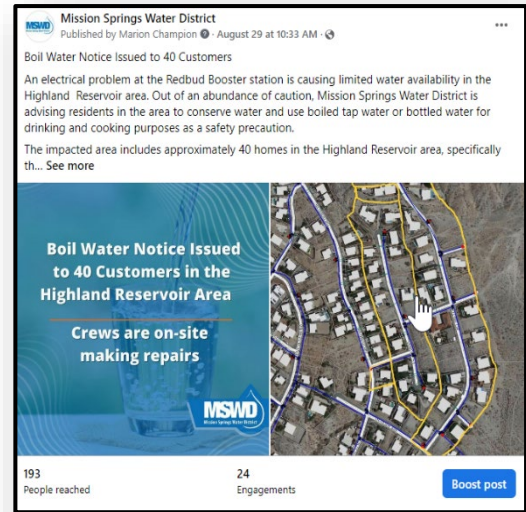
**Regional Water Reclamation Facility**

We continue to promote the progress made on the new Regional Water Reclamation Plant. We share a slide show video of construction images each month on our social media platforms the Wednesday following our Board meetings. This month, we also issued a news release promoting the \$68 million grant from the State. The release garnered media coverage on KMIR, ACWA, and social media.



### Boil Notice Communications

On Monday, August 29, 2022, an electrical problem at the Redbud Booster station caused limited water availability in the Highland Reservoir area. Out of an abundance of caution, MSWD asked 40 residents in the area to conserve water and use boiled tap water or bottled water for drinking and cooking purposes as a safety precaution. As part of our communications efforts, the District went door-to-door, issuing notices to impacted homeowners; we called affected customers using our IVR system and posted messages and helpful information on our website and social media sites. Once the order was lifted on August 31, 2022, we went door-to-door, made phone calls, and posted to our social feeds and website.



### Customer Connect Portal Outreach

We continue to promote the portal through bill messaging, email blasts, the MSWD website, social media, and public meetings. We are also adding additional advertising and outreach opportunities, including the Spanish publication El Informador and the "Just the Basics" guide, which includes essential contact information for utilities, police, fire, and other important information. Both the El Informador and Basics Guides are distributed free throughout the city.



### Groundwater Guardian

We are again working with the Wildlands Conservation Agency to provide field trips to the Mission Creek Preserve to help promote groundwater protection. In addition, flyers have been sent to principals and instructors at each school within our service territory. We are also offering classroom presentations and tours of the District's Horton Wastewater Treatment Plant during the coming year. Additional outreach is planned as more in-person learning opportunities become available during the coming months.



### MSWD Community Calendar Drawing Contest

MSWD is again launching a children's drawing contest, soliciting local students' artwork that illustrates water conservation and groundwater protection. K-12 students throughout the District are being encouraged to participate. In addition, the Public Affairs team is promoting the contest through our local schools, social media, and our Summer customer newsletter. Twelve winners will receive an Amazon gift card and have their artwork showcased in the District's 2023 community calendar. The deadline for submission is October 3, 2022. More information and a copy of the entry form are available on the District's website at [www.mswd.org/drawingcontest](http://www.mswd.org/drawingcontest).



### State Legislative Update

On August 31, 2022, as we saw the close of the 2022 state legislative session, a handful of the bills we were tracking advanced through the assembly and senate floors and made their way to the governor's desk for signature. These include:

**SB 1157 by Senator Bob Hertzberg (D-Van Nuys)** narrowly passed out of the Legislature on the final night of the session. The bill would codify the joint Department of Water Resources and State Water Resources Control Board's recommendations to the Legislature for an indoor residential water standard. The bill proposes to maintain the current standard of 55 gallons per capita daily (gpcd) until January 1, 2025, then lower the standard to 47 gpcd until January 1, 2030, when the final standard would be reduced to 42 gpcd.

**SB 222 by Senator Bill Dodd (D-Napa)** establishes a state Water Rate Assistance Program (Program) and a Water Rate Assistance Fund into state law. The purpose of the Program would be to provide financial assistance for both drinking water and wastewater services to low-income residential ratepayers.

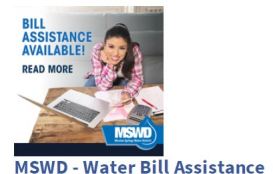
**AB 2142 by Assemblymember Jesse Gabriel (D-Encino)** passed out of the Legislature on August 23, 2022, and has not received any "no" votes throughout the session. The bill exempts turf rebates from California taxable income for tax years 2022 through 2026. ACWA co-sponsored this bill with the California Water Efficiency Partnership and WaterNow Alliance.

**Federal Legislative Update**

After spending the month of August 2022 in their respective districts/states, members of Congress returned to Washington, D.C., after the Labor Day holiday. The September 2022 work period will represent the last weeks that Congress will be in session until after the November 2022 election. Carpi & Clay, our federal lobbyists, continue monitoring activity in Washington D.C., identifying funding/grant opportunities, and working on our behalf. For additional information, please see the Legislative Update found in Appendix A.

**MSWD Digital Advertising**

The District featured four Google and Facebook/Instagram ads promoting the Customer Portal, Bill Assistance, Summer Conservation, and keeping FOG and Wipes out of pipes. Together, these ads had 128,000 impressions and garnered 638 clicks to our website or video channels. A full report is included in Appendix C.



**Social Media**

A copy of the August 2022 social media report can be found in Appendix C. This report highlights activities and posts on the District's social media platforms. Overall, (across all platforms) impressions were down; however, engagement was up 19.1%.

Post Title	Date	Total Engagements	Reactions	Comments	Shares	Post Link Clicks	Other Post Clicks
News Release: MSWD Director Randy Duncan Honored For Years of Service - Board See...	Tue 8/16/2022 11:38 am...	104	40	17	2	—	45
Protect our crews as they work hard to protect you! It is important to remember that...	Wed 8/3/2022 11:09 am...	45	20	2	1	—	22
Boil Water Notice Issued to 40 Customers An electrical proble Redbud Booster station is caus	Mon 8/29/2022 10:33 a...	24	6	0	3	1	14

## CV Water Counts

The CV Water Counts Outreach report for August 2022 can be found in Appendix C. The number of users browsing the website almost doubled from August 2021 (1,439 to 2,617). The e-Newsletter continues to perform well, with an open rate of more than 50%, and the ad campaigns are showing many impressions of banner ads, video views, social postings, and search results. In addition, some of the month's previous posts are rising in the organic Google search results (*lantana montevidensis* and *salvia clevelandii*). This [slideshow](#) received 37 clicks during the month from organic Google searches.



## Rebates & Conservation

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

### **Toilet Rebates**

The District funded four new toilet rebate applications in August 2022 (19 toilets) totaling \$1,900, including one local hotel that replaced 13 toilets.

### **Conservation Kits**

In August 2022, the District received four new requests for conservation kits and have distributed 125 since the beginning of 2022.

### **Turf Rebates**

The District has three pending turf rebates totaling \$12,740.00. One is an Apartment complex located on Pierson Blvd.

**Water Donations for August 2022**

<b>Date Supplied</b>	<b>Requests Filled</b>	<b>Event or Purpose</b>	<b># Cases Requested</b>
8/2/2022	City of DHS	Council/Commission Meetings/Walk-in Guest	25
8/3/2022	PS/DHS Indians	Youth Football & Cheer Games	5
8/3/2022	PSHS	Football games-Varsity	5
8/5/2022	Living Word in the Desert	Back to School event	10
8/9/2022	Cabot Yerxa Elem. School	Back to School night	10
8/23/2022	Cielo Vista Charter School	Back to School night	10
8/29/2022	Homeowners	Redbud Booster Fire Incident	10
	<b>Total Cases</b>		<b>75</b>



APPENDIX A –  
Federal Update from Carpi & Clay



# Mission Springs Water District Federal Update

August 31, 2022

## Inflation Reduction Act Signed into Law

In August, Congress passed and President Biden signed the “[Inflation Reduction Act of 2022](#).” The bill:

- Allows Medicare to negotiate for prescription drug prices and extend the expanded Affordable Care Act program through 2025.
- Invests approximately \$300 billion in Deficit Reduction and \$369 billion in energy security and climate change programs over the next ten years.
- Reduces carbon emissions by roughly 40 percent by 2030.
- Provides \$4 billion in drought mitigation and resiliency in western states.

Once the legislation was signed into law, the Biden Administration released state-by-state fact sheets on the impact of the law that can be found [HERE](#).

## Interior Announces Action on Colorado River

The Department of the Interior (DOI) announced actions that will take to protect the long-term sustainability of the Colorado River system. Prolonged drought conditions in the West have resulted in historically low water levels in Lakes Powell and Mead. Additionally, the Bureau of Reclamation (Reclamation) also released the Colorado River Basin August 2022 24-Month Study. This study sets annual operations for Lake Powell and Lake Mead in 2023, which can be found [HERE](#). Low projections for next year will trigger a second year of shortages on the Colorado River system. As a result, the Lower Basin states (Arizona, California, and Nevada) will face a Tier 2a shortage; however, California will not see any reductions in its water use at this time. Both Nevada and Arizona will see their respective Colorado River allocations. DOI warned that more severe drought conditions could prompt additional reductions in the future. More information on Colorado River Basin operating conditions can be found [HERE](#).

## Biden Administration Releases Updated BIL State Fact Sheets

The Biden Administration released updated factsheets detailing investments through the Bipartisan Infrastructure Law (BIL) made to date in all 50 states and territories. BIL funding is being used nationwide to help with the construction of roads and bridges, replacing drinking water infrastructure, expanding access to high-speed internet, upgrading clean energy infrastructure, and more. Individual fact sheets for each state can be found [HERE](#).

## A Look Ahead: Congress Returns to Washington

After the spending the month of August in their respective districts/states, Members of Congress will return to Washington, D.C. after the Labor Day holiday. The September work period will represent that last weeks that Congress will be in session until after the November election. During September, Congress will need to act related to FY 2023 appropriations process. To avoid a government shutdown, Congress will need to pass a Continuing Resolution (CR). While the length of the CR has yet to be determined, it is anticipated that the CR will run until the December time frame. In addition to appropriations, Congress will need to deal with several other authorizations that expire at the end of the month including the National Flood Insurance Program, Temporary Assistance for Needy Families, and Maternal Infant and Early Childhood Home Visiting program.

## Federal Funding Opportunities/Announcements

**Reclamation Announces WaterSMART Drought Contingency Grants.** Reclamation announced \$865,480 in grant awards for the WaterSMART Drought Contingency Planning grant program. These funds help entities to develop and update comprehensive drought plans for long-term resiliency. More information can be found [HERE](#).

**Reclamation Announces \$310 Million in Funding for Title XVI Program.** Reclamation announced over \$310 million in funding for the Title XVI Water Reuse and Recycling Program. This award represents the first allocation of Title XVI Bipartisan Infrastructure Law funding. The list of award recipients can be found [HERE](#).

**Reclamation Announces \$1.2 Million for Applied Sciences Grant.** Reclamation announced \$1.2 million in funding for the Applied Science Grant program. This funding will help develop tools and information to support water management. The projects selected include the development of modeling and forecasting tools, hydrologic data platforms, and new data sets to inform decision-making. More information can be found [HERE](#).

## Federal Agency Personnel/Regulatory Announcements

**President Biden Nominates DOE Under Secretary for Infrastructure.** President Biden nominated David Crane to serve as the Under Secretary for Infrastructure at the Department of Energy (DOE). Crane will serve as the lead at DOE for implementing BIL.

**EPA Releases REUSExplorer Tool.** The Environmental Protection Agency (EPA) released its Regulations and End-Use Specifications Explorer (REUSExplorer) tool to provide a clearinghouse for water reuse regulations. EPA is hosting a webinar to introduce the tool on September 21<sup>st</sup> at 1:00 pm EDT. More information can be found [HERE](#), and the webinar registration page can be found [HERE](#).

**EPA Proposes Designating PFOA and PFOS under CERCLA.** EPA is proposing to designate perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS) as hazardous substances under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), also known as “Superfund.” EPA will be publishing the Notice of Proposed

Rulemaking in the *Federal Register*, and there will also be a 60-day comment period. More information can be found [HERE](#).

**NOAA Releases Report on High Tide Flooding.** The National Oceanic and Atmospheric Administration (NOAA) release a report that predicts that the number of high-tide floods, which occur when the tide reaches 1.75 to 2 feet above the daily average high tide, will reach a nationwide average of three to seven days by April 2023. By 2050, NOAA predicts that average may rise to between 45 and 70 days in a year. The report can be found [HERE](#).

## ## ##



APPENDIX B – Wastewater and Water Production Tables

**WASTEWATER REPORT**

<b>SEWER 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
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	5	2	12	8	11	2	90	2	1
Oct.		36	9	4	8	12	4	21	65	8	2
Nov.		29	50	10	9	7	7	1	52	18	7
Dec.		12	9	3	3	64	1	0	86	22	11
Jan.		14	21	7	1	16	8	3	27	3	11
Feb.		7	23	5	1	42	0	3	5	46	6
Mar.		17	48	1	0	23	5	0	31	16	2
Apr.		7	18	3	3	15	30	0	8	95	14
May		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>30</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

30

**Total Sewer Connections =**

**8695**

<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.				
Oct.				
Nov.				
Dec.				
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

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

### WATER REPORT

WATER CONNECTION SUMMARY														
	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		23	18	2	14	4	13	3	0	2	2	0	0	1
October		33	13	3	21	8	3	20	0	5	1	1	4	2
November		27	10	16	4	0	7	3	0	1	0	1	1	5
December		9	2	17	3	3	2	0	0	2	0	0	0	0
January		14	15	6	3	20	1	1	2	2	0	0	1	1
February		8	13	8	5	11	1	0	1	0	1	0	0	1
March		19	16	2	3	6	5	0	12	0	0	4	5	0
April		6	11	1	3	7	11	2	7	0	1	4	1	12
May		19	15	12	5	11	9	8	2	0	1	2	0	0
June			1	24	11	8	2	10	1	0	0	0	1	1
<b>Annual Total</b>	<b>34</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>2.83</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                              34  
**Total Water Connections =      13,371**

WATER PRODUCTION														
	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		0.00	0.0%	738.65	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46
October		0.00	0.0%	665.18	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71
November		0.00	0.0%	679.85	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77
December		0.00	0.0%	565.48	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27
January		0.00	0.0%	580.28	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19
February		0.00	0.0%	527.34	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24
March		0.00	0.0%	621.44	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70
April		0.00	0.0%	624.07	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93
May		0.00	0.0%	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>-34.52</b>	<b>-2.1%</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 C – Public Affairs Information



# CVWC Digital Marketing Report

Website, Social, and Marketing Performance

**August, 2022**

by Hunter | Johnsen



## Google Ads Campaigns

 **DISPLAY AD IMPRESSIONS**  
CV WATER COUNTS

169,023

 **SEARCH AD IMPRESSIONS**  
CV WATER COUNTS

2,327

 **VIDEO IMPRESSIONS**  
CV WATER COUNTS

77,289

 **CLICKS**  
CV WATER COUNTS

2,433


 **CTR**  
CV WATER COUNTS

0.98%

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

Campaign	Clicks	Impr.
CV Water Counts August 2022	1,052	111,322
Skip Overseeding	743	76,227
High Efficiency Nozzles	309	35,095
CV Water Counts August 2022 SPANISH	899	57,701
Skip Overseeding	529	31,792
High Efficiency Nozzles	370	25,909
	1,951	169,023



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

Account name	Impr.	Engagements	Video views	Clicks
CV Water Counts	77,289	23,220	11,800	149
CVWC Water Saving Tips YouTube Spanish August 2022	40,829	14,307	7,377	84
CVWC Water Saving Tips English YouTube August 2022	36,460	8,913	4,423	65
	77,289	23,220	11,800	149

Item 16.



**GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE**  
CV WATER COUNTS

Campaign	Clicks	Impr.
CVWC Search Campaign 2022	333	2,327
	333	2,327

**KEYWORDS PERFORMANCE**  
CV WATER COUNTS

Account name	Clicks	Impr.	CTR
CV Water Counts	316	2,194	14.4%
water rebates	137	623	21.99%
grass removal rebate	74	313	23.64%
water agency	46	637	7.22%
water company	28	389	7.2%
washing machine rebate	13	67	19.4%
toilet rebate	9	43	20.93%
turf removal rebate	4	21	19.05%
water preservation	3	37	8.11%
ways to conserve water	2	41	4.88%
water agency map	0	23	0%
	316	2,241	14.1%

# Facebook Ad Campaigns

 **FACEBOOK AD PERFORMANCE**  
HUNTER JOHNSEN

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>During Our Drought, Skip Overseeding to ...</b> With the current drought conditions, let's rethink the practice of overseeding. Even though overseeding has been a longstanding practice in the Coachella Valley, it is not necessary and can be wasteful. By not overseeding this year, you will save time, water, and money. This can equate to a savings of more than 8,000 gallons of water for each 1,000 square feet of grass.</p> <p><a href="https://cwwatercounts.com/during-our-drought-consider-skipping-overseeding-to-save-water-money/">https://cwwatercounts.com/during-our-drought-consider-skipping-overseeding-to-save-water-money/</a></p>	364	61,132	23,328	2.62	461
	364	61,132	23,328	2.62	461

# Website Information

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

4,926

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

2,416

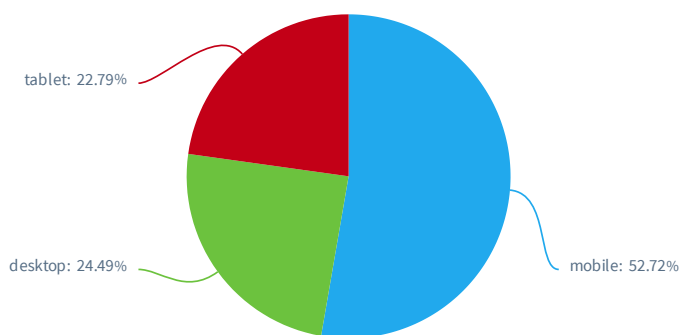
**RETURNING USERS**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS

596

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

Page Title	Pageviews
During Our Drought, Skip Overseeding to Save Water & Money - CV Water Counts	1,754
Landscaping Tip of the Month: Switch to High Efficiency Nozzles - CV Water Counts	889
Rebates - CV Water Counts	348
CV Water Counts	342
Conservation Tips - CV Water Counts	268
Coachella Valley Water Conservation Water Rebate Map - CV Water Counts	219
Plant of the Month: Italian Cypress (Cupressus sempervirens) - CV Water Counts	119
Plant of the Month: Trailing Lantana (Lantana Montevidensis) - CV Water Counts	78
Plant of the Month: Cleveland Sage, Chaparral Sage (Salvia Clevelandii) - CV Water Counts	65
Save - CV Water Counts	61
	4,926

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



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

1.31

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

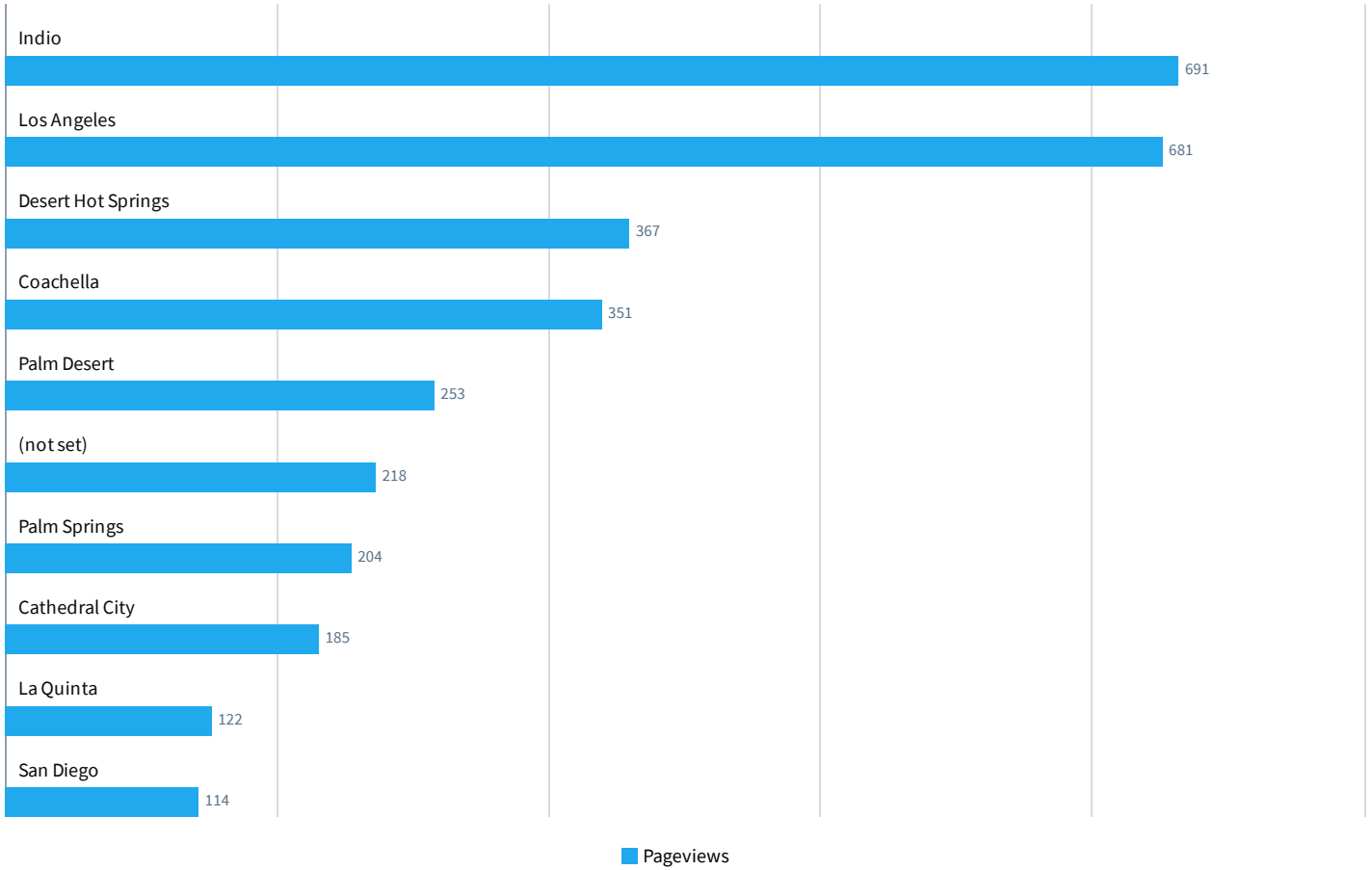
48s

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

83.96%

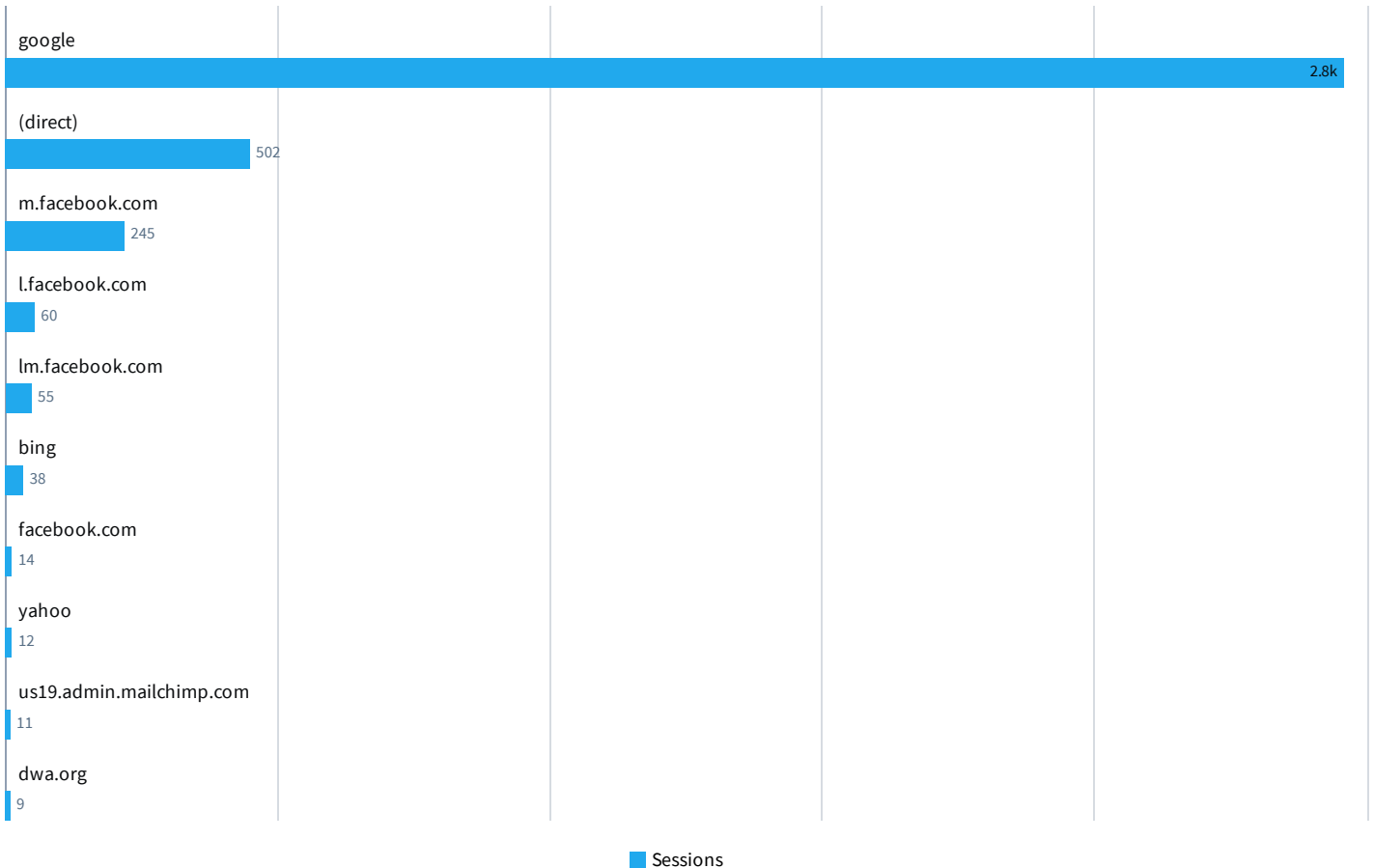
Item 16.

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



Item 16.

**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
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%
April 2022	3,383	2,545	5,096	1.51	36s	63.38%	71.5%
March 2022	2,476	1,859	3,453	1.39	42s	83.04%	69.55%
February 2022	2,654	1,912	3,625	1.37	44s	81.2%	67.48%
January 2022	8,388	6,410	10,465	1.25	43s	86.27%	74.61%
December 2021	5,138	4,105	6,353	1.24	37s	87.5%	77.29%
November 2021	6,014	4,869	7,628	1.27	34s	86.51%	79.12%
October 2021	2,133	1,588	2,825	1.32	37s	84.2%	70.46%
September 2021	2,035	1,501	2,791	1.37	49s	83.59%	70.37%
August 2021	2,090	1,439	2,877	1.38	56s	82.82%	65.17%
	49,312	35,286	65,855	1.34	43s	82.12%	71.53%

# Organic Search

## TOP KEYWORDS

CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
coachella valley water district	2,231	0	0%	5.51
lake cahuilla	2,139	2	0.09%	5.13
lantana montevidensis	1,712	1	0.06%	4.08
salvia clevelandii	1,218	0	0%	2.2
conserve water	1,163	0	0%	11.07
lantana ground cover	604	9	1.49%	3.02
water pledge	530	0	0%	6.54
cleveland sage	465	0	0%	2.69
water wise	434	0	0%	9.28
hesperaloe parviflora	358	0	0%	10.47
	10,854	12	0.11%	6

## TOP PAGES

CVWATERCOUNTS.COM/

Page	Impr.	Clicks	CTR	Avg. position
<a href="https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevidensis/">https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevidensis/</a>	3,974	41	1.03%	11.57
<a href="https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/">https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/</a>	3,000	5	0.17%	7.15
<a href="https://cvwatercounts.com/agency-spotlight-coachella-valley-water-district/">https://cvwatercounts.com/agency-spotlight-coachella-valley-water-district/</a>	2,648	0	0%	6.81
<a href="https://cvwatercounts.com/plant-of-the-month-cleveland-sage-chaparral-sage-salvia-clevelandii/">https://cvwatercounts.com/plant-of-the-month-cleveland-sage-chaparral-sage-salvia-clevelandii/</a>	2,580	3	0.12%	4.3
<a href="https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/">https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/</a>	1,881	0	0%	9.75
<a href="https://cvwatercounts.com/plant-of-the-month-ocotillo-fouquieria-splendens/">https://cvwatercounts.com/plant-of-the-month-ocotillo-fouquieria-splendens/</a>	1,836	3	0.16%	10.9
<a href="https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf">https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf</a>	1,557	37	2.38%	22.01
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	1,208	6	0.5%	4.11
<a href="https://cvwatercounts.com/where-does-the-coachella-valley-water-come-from/">https://cvwatercounts.com/where-does-the-coachella-valley-water-come-from/</a>	943	13	1.38%	21.59
<a href="https://cvwatercounts.com/celebrate-earth-day-by-being-water-wise/">https://cvwatercounts.com/celebrate-earth-day-by-being-water-wise/</a>	893	1	0.11%	8.46
	20,520	109	0.53%	10.67

Item 16.

# Facebook Information

**f** IMPRESSIONS  
CV WATER COUNTS

67,836

**f** REACH  
CV WATER COUNTS

26,733

**f** NEW PAGE LIKES  
CV WATER COUNTS

7

**f** ENGAGED USERS  
CV WATER COUNTS

1,375





**f** PAGE VIEWS  
CV WATER COUNTS

82

**f** LIFETIME PAGE LIKES  
CV WATER COUNTS

3,994

**f** POSTS  
CV WATER COUNTS





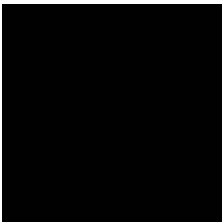

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <a href="#">If you do plan to overs...</a>	August 30, 2022	62	3	5%	2	0
 <a href="#">The Indio Water Autho...</a>	August 26, 2022	46	4	9%	4	0
 <a href="#">Install water-saving ae...</a>	August 25, 2022	75	3	4%	3	0
 <a href="#">World Water Week is A...</a>	August 24, 2022	37	2	5%	2	0

29,767      1,495      5%      113      59

144









Item 16.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>High efficiency nozzles ...</p>	August 19, 2022	55	4	7%	2	0
 <p>During our drought, sk...</p>	August 18, 2022	910	16	2%	2	1
 <p>If you or someone you...</p>	August 16, 2022	41	2	5%	2	0
 <p>This plant has sleek, n...</p>	August 13, 2022	89	4	4%	4	0
 <p>Change your irrigation ...</p>	August 11, 2022	50	8	16%	5	0
 <p>With the current droug...</p>	August 9, 2022	24,415	1,269	5%	56	57

29,767 1,495 5% 113 59

145


Item 16.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>It's that time of year ag...</p>	August 7, 2022	70	6	9%	4	0
 <p>We're in a drought. We ...</p>	August 5, 2022	116	10	9%	6	1
 <p>Make sure your irrigati...</p>	August 4, 2022	1,145	16	1%	5	0
	August 3, 2022	27	4	15%	3	0
 <p>Enjoy drinking clean w...</p>	August 2, 2022	36	4	11%	4	0
 <p>Save water: Skip overseeding</p> <p>We're in a drought. We ...</p>	August 1, 2022	2,531	136	5%	5	0

29,767 1,495 5% 113 59

146

Item 16.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>CV Water Counts upda...</p>	August 1, 2022	62	4	6%	4	0
		29,767	1,495	5%	113	59

# Instagram Information

 **IMPRESSIONS**  
CV WATER COUNTS

594


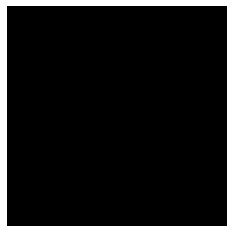
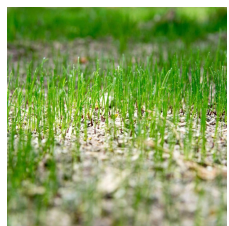
 **LIKES**  
CV WATER COUNTS

4

 **FOLLOWERS ( TOTAL )**  
CV WATER COUNTS

231

 **MEDIA PERFORMANCE**  
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
 <p>Save water: Skip overseeding</p> <p><i>Water</i> COUNTS</p> <p>We're in a drought. We ...</p>	24	1	16	0	0
 <p>Change your irrigation ...</p>	21	1	16	0	3
 <p>If you do plan to overs...</p>	15	2	14	0	0
	60	4	46	0	3

# Twitter Information

Aug 2022 · 31 days

## TWEET HIGHLIGHTS

### Top Tweet earned 197 impressions

If you or someone you know is in need of water bill assistance, applications are being accepted now for the Help2Others Assistance Program online.

Click for details and to fill out an online application:  
[unitedwayofthedesert.org/help2others](http://unitedwayofthedesert.org/help2others)  
[pic.twitter.com/si3I74RaEt](https://pic.twitter.com/si3I74RaEt)



1 retweet 3 likes

[View Tweet activity](#) [View all Tweet activity](#)

### Top media Tweet earned 67 impressions

Enjoy drinking clean water? We do too! August is National Water Quality Month. Learn more about where our delicious water comes from at [cvwatercounts.com/learn/#Water](http://cvwatercounts.com/learn/#Water) [pic.twitter.com/C217SFIh63](https://pic.twitter.com/C217SFIh63)



2 likes

[View Tweet activity](#) [View all Tweet activity](#)

## AUG 2022 SUMMARY

Tweets	15	Tweet impressions	548
Profile visits	233	New followers	1

### Top Follower followed by 1,075 people



**City of Palm Desert**  
 @PalmDesertGov FOLLOWS YOU

Official Twitter page for the City of Palm Desert featuring information about municipal programs and services, plus city news.

[View profile](#)

# 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 August 2022	Wednesday, August 3, 2022 5:00 PM	526	544	53.04%	16.07%	56	6.08%	0.78%	0	1
		526	544	53.04%	16.07%	56	6.08%	0.78%	0	1



# MSWD Digital Marketing and Website Report

Website, Social, and Marketing Performance

**August, 2022**

Casey Dolan

**Casey Dolan Consulting**

# Google Ads Campaigns

 IMPRESSIONS  
MSWD


125,256

 CLICKS  
MSWD


638

 CTR  
MSWD

0.51%

 GOOGLE ADS CAMPAIGN PERFORMANCE  
MSWD


Campaign	Impr.	Clicks	CTR
MSWD Customer Connect August 2022	37,126	348	0.94%
MSWD Fog Video Aug 2022	9,844	157	1.59%
MSWD Bill Assist August 2022	65,687	67	0.1%
MSWD Summer Conservation Video Aug 2022	12,599	66	0.52%
	125,256	638	0.51%

 VIDEO PERFORMANCE  
MSWD

Video	Video views	View rate	Clicks	Video played to 100%	Video played to 75%	Video played to 50%	Video played to 25%
Protect Your Pipes	2,501	25.41%	157	12.51%	15.13%	19.26%	27.44%
Summer Conservation	983	7.8%	66	12.03%	14.66%	18.52%	25.89%
	3,484	15.52%	223	12.38%	15.01%	19.07%	27.03%

# Facebook Ad Campaigns

 FACEBOOK AD GROUP PERFORMANCE  
MSWD




Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
	MSWD Water Bill Assistance Aug 2022	126	15,143	4,269	3.55	0

**MSWD - Water Bill Assistance**

[www.mswd.org](http://www.mswd.org)


Do you need help paying a past-due water bill? MSWD customers may be eligible LIHWAP for a temporary emergency assistance program providing up to \$2,000 to help low-income families catch up on past due water and sewer bills. Click for more information and to find out if you qualify.

369 52,741 7,577 6.96 0

Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
 <p><b>MSWD CustomerConnect</b> www.mswd.org Our CustomerConnect water portal provides a wealth of information and insights about your water use.</p> <p>It's now easier than ever to pay bills and manage automatic payments; set and receive leak alerts; identify water waste; access account information instantly - from anywhere; and more.</p>	MSWD Customer Connect - Aug 2022	85	19,983	4,117	4.85	0
 <p><b>Summer Water Conservation</b> You can take simple steps to conserve water when it's hot outside. Watch this video and learn more!</p>	MSWD Summer Conservation Video	57	5,828	2,189	2.66	0
 <p><b>Don't Let Wipes or FOGS Become Clogs</b> You may not know it, but every time you pour fat, oil, or grease (FOG) down your sink (e.g., bacon grease), you are contributing to a costly problem in the sewer collection system.</p> <p>Remember to place a wastebasket in each bathroom for solid wastes like disposable diapers, creams and lotions, and personal hygiene products including non-biodegradable and "so-called" flushable wipes.</p>	MSWD FOG Video, August 2022	51	6,629	2,029	3.27	0
 <p><b>MSWD - Water Bill Assistance</b> www.mswd.org Do you need help paying a past-due water bill? MSWD customers may be eligible LIHWAP for a temporary emergency assistance program providing up to \$2,000 to help low-income families catch up on past due water and sewer bills. Click for more information and to find out if you qualify.</p>	MSWD Water Bill Assistance Aug 2022	50	5,158	1,956	2.64	0
		369	52,741	7,577	6.96	0



Item 16.

 VIDEO PERFORMANCE  
MSWD

Campaign	Video Plays	Video Plays at 25%	Video Plays at 50%	Video Plays at 75%	Video Plays at 100%	Video Average Play Time	Link Clicks
MSWD FOG Video, August 2022	6,576	41	12	7	8	13s	51
MSWD Summer Conservation Video	5,768	11	6	2	2	13s	57
MSWD Customer Connect - Aug 2022	0	0	0	0	0	0s	85
MSWD Water Bill Assistance Aug 2022	0	0	0	0	0	0s	176
	12,344	52	18	9	10	13s	369

# Website Information

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

25,196

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

5,560

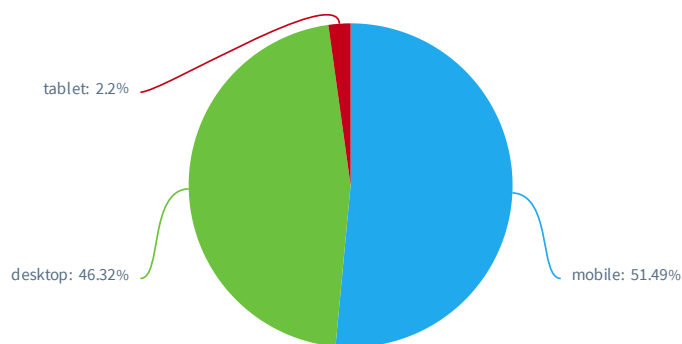
**USERS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2,404

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

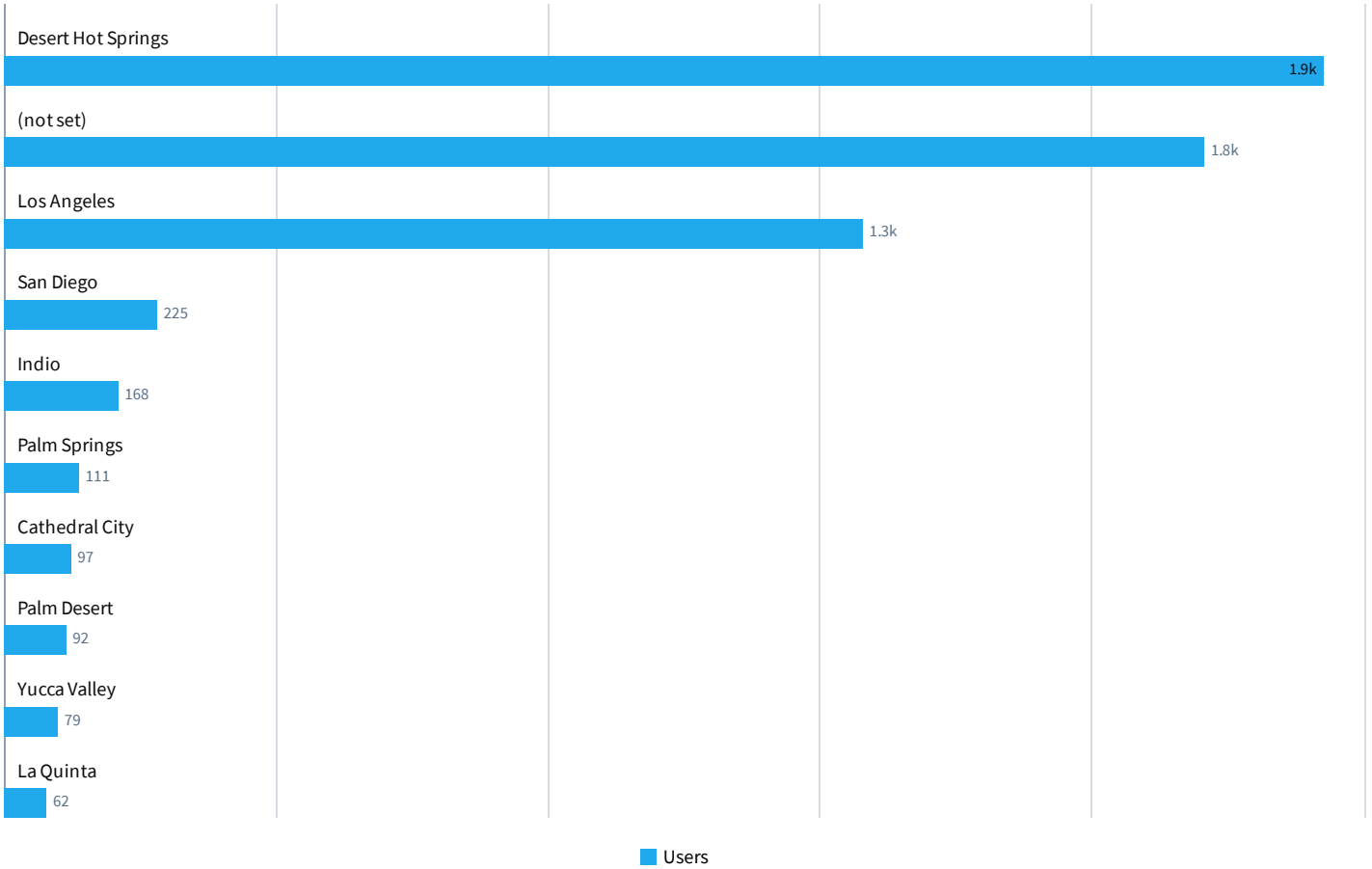
Page Title	Pageviews
Mission Springs Water District Home Page   Mission Springs Water District CA	7,401
New Customer Portal   Mission Springs Water District CA	6,984
Bill Pay Options   Mission Springs Water District CA	2,029
Application for Water Service   Mission Springs Water District CA	612
Job Opportunities   Mission Springs Water District CA	542
Start/Stop Water Service   Mission Springs Water District CA	438
Search   Mission Springs Water District CA	404
Careers   Mission Springs Water District CA	380
Bill Assistance and Resources   Mission Springs Water District CA	349
Upcoming Meetings   Mission Springs Water District CA	326
	25,196

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



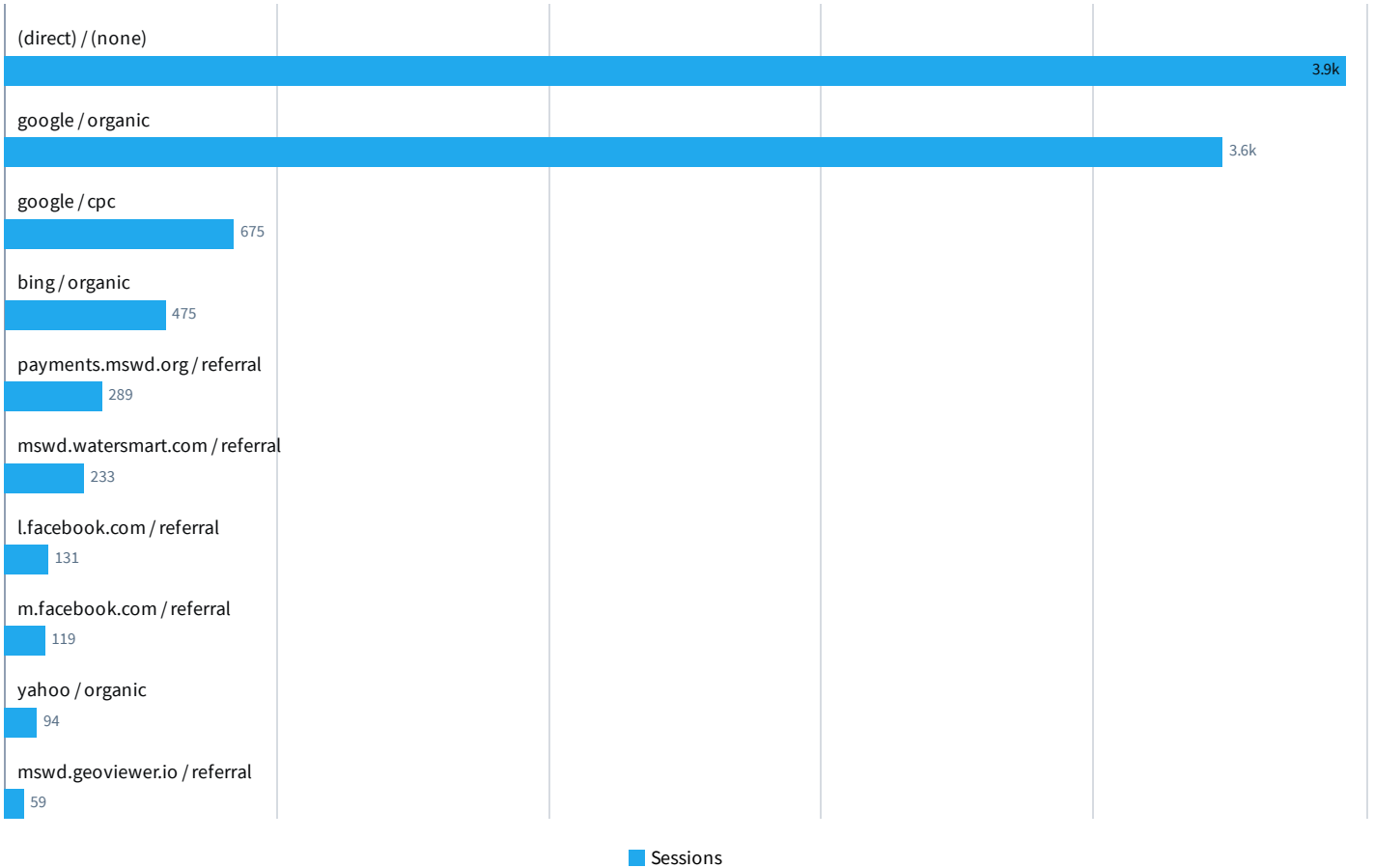
Item 16.

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



Item 16.

**USER REFERRERS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



**AVG. SESSION DURATION**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

1m 58s

**PAGES / SESSION**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

2.53

**BOUNCE RATE**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

31.01%



# MSWD Social Analytics

August 2022

## Included in this Report

 @MSWaterDistrict

 missionspringswaterdistrict

 Mission Springs Water District

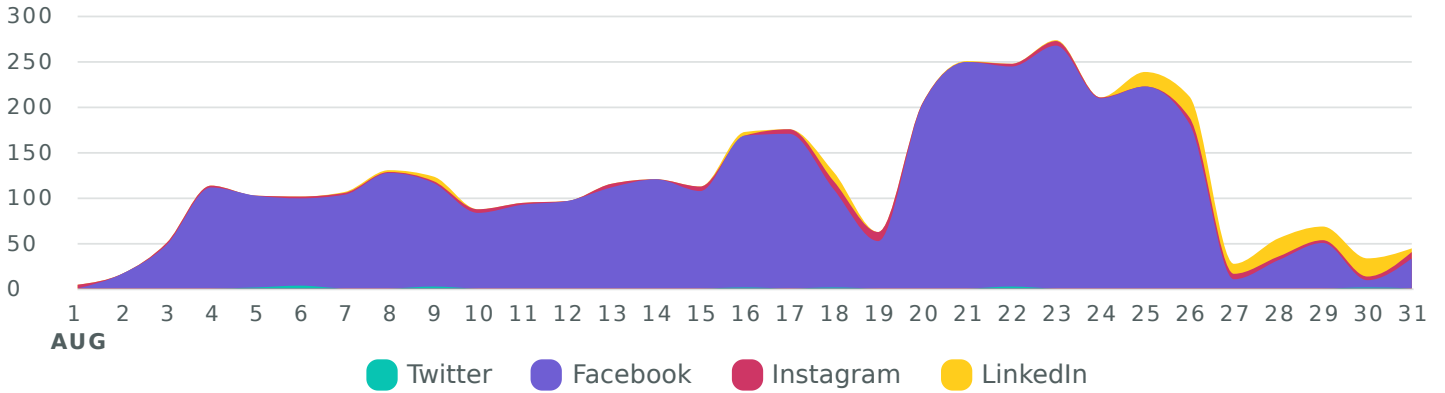
 Mission Springs Water District

## Cross-Network Engagement

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

 Profile
 Reporting Period
 All Profiles
 All Twitter Post Types

Engagements, by Day



Engagement Metrics	Totals	% Change
<b>Total Engagements</b>	<b>3,766</b>	<b>↗ 19.1%</b>
Twitter Engagements	11	↗ 22.2%
Facebook Engagements	3,527	↗ 15%
Instagram Engagements	95	↗ 53.2%
LinkedIn Engagements	133	↗ 454.2%
<b>Engagement Rate (per Impression)</b>	<b>6.0%</b>	<b>↗ 68.9%</b>

## Cross-Network Performance Summary

View your key profile performance metrics from the reporting period.

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

<p>Impressions</p> <p><b>62,382</b> ↘29.5%</p>	<p>Engagements</p> <p><b>3,766</b> ↗19.1%</p>	<p>Post Link Clicks</p> <p><b>441</b> ↘18.8%</p>
--	---	--

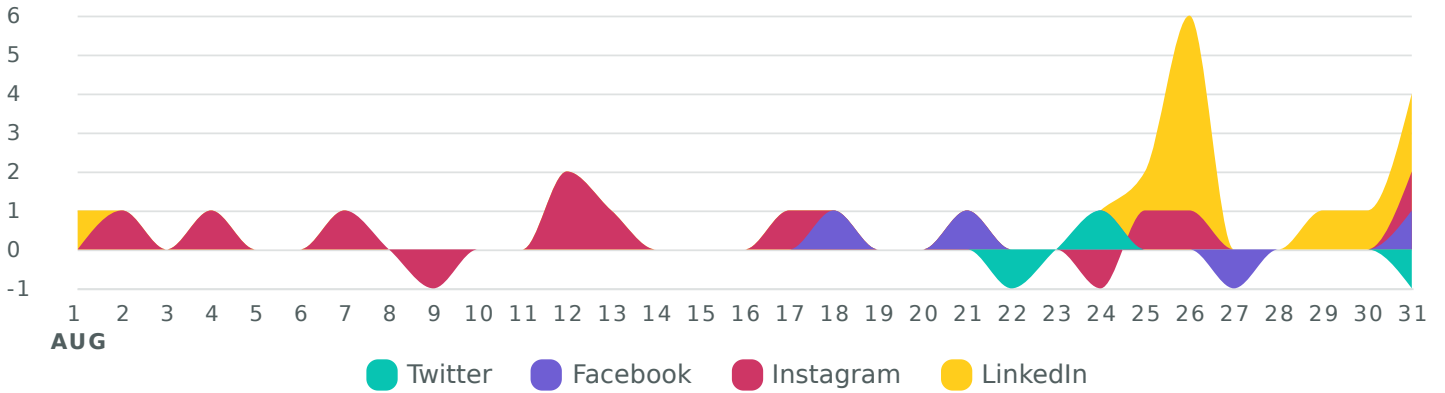


## Cross-Network Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
All Profiles
All Twitter Post Types

Net Audience Growth, by Day



Audience Metrics	Totals	% Change
<b>Total Audience</b>	<b>1,455</b>	<b>↘ 6.3%</b>
<b>Total Net Audience Growth</b>	<b>20</b>	<b>↗ 1,900%</b>
Twitter Net Follower Growth	-1	↗ 50%
Facebook Net Page Likes	2	↗ 200%
Instagram Net Follower Growth	8	↗ 300%
LinkedIn Net Follower Growth	11	↗ 266.7%


## FACEBOOK

## Facebook Performance Summary

View your key profile performance metrics from the reporting period.

 Profile

 Reporting Period

 Mission Springs Water District

Impressions

**58,506** ↘29%

Engagements

**3,527** ↗15%

Post Link Clicks

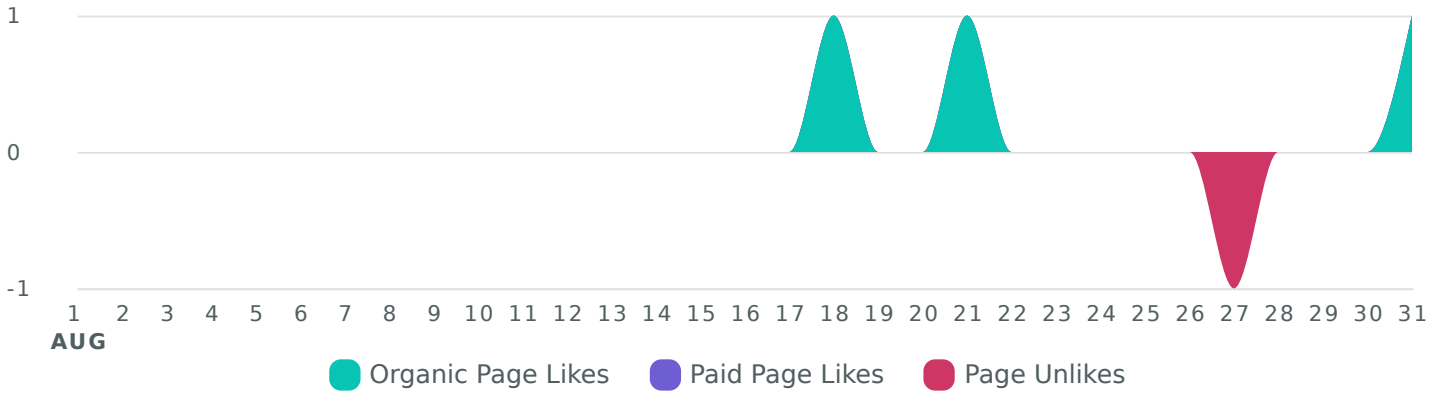
**393** ↘26.1%

## Facebook Audience Growth

See how your audience grew during the reporting period.

Profile Reporting Period Mission Springs Water District

Net Page Likes Breakdown, by Day



Audience Metrics	Totals	% Change
<b>Fans</b>	<b>1,143</b>	<b>↗0.1%</b>
<b>Net Page Likes</b>	<b>2</b>	<b>↗200%</b>
Organic Page Likes	3	→0%
Paid Page Likes	0	→0%
Page Unlikes	1	↘80%

## Facebook Top Posts

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

📌 Post
📌 Lifetime
📌 Mission Springs Water District

Descending by Lifetime Engagements

Post Title	Date	Total Engagements	Reactions	Comments	Shares	Post Link Clicks	Other Post Clicks
News Release: MSWD Director Randy Duncan Honored For Years of Service - Board Seeks Replacement	Tue 8/16/2022 11:38 am...	104	40	17	2	—	45
Protect our crews as they work hard to protect you! It is important to remember that...	Wed 8/3/2022 11:09 am...	45	20	2	1	—	22
Boil Water Notice Issued to 40 Customers An electrical proble Redbud Booster station is caus	Mon 8/29/2022 10:33 a...	24	6	0	3	1	14

## INSTAGRAM

## Instagram Performance Summary

View your key profile performance metrics from the reporting period.

 Profile

 Reporting Period

 missionspringswaterdistrict

Impressions

**2,390** ↘ 58.4%

Engagements

**95** ↗ 53.2%

Profile Actions

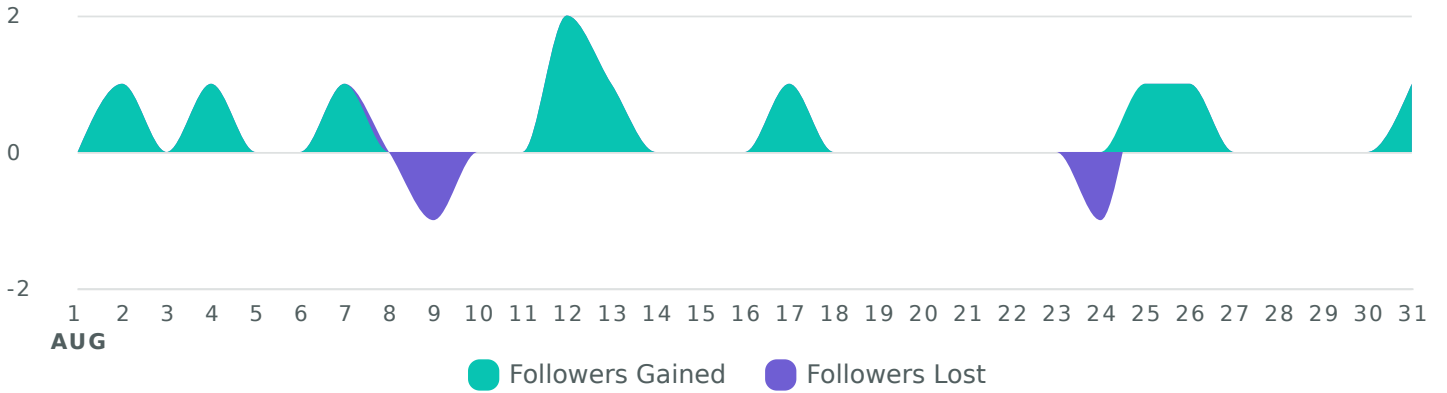
**1** ↗ —

## Instagram Audience Growth

See how your audience grew during the reporting period.

Profile
 Reporting Period
 missionspringswaterdistrict

Net Follower Growth Breakdown, by Day









Audience Metrics	Totals	% Change
<b>Followers</b>	<b>232</b>	<b>↗ 3.6%</b>
<b>Net Follower Growth</b>	<b>8</b>	<b>↗ 300%</b>
Followers Gained	10	↗ 150%
Followers Lost	2	→ 0%

## Instagram Top Posts

Review your top posts, stories, and reels published during the selected time period, based on the post, story, or reel's lifetime performance.

🚩 Post
🚩 Lifetime
📷 missionspringwaterdistrict

Descending by Lifetime Engagements

Post	Total Engagements	Likes	Comments	Saves
 <p><b>missionspring...</b> Wed 8/17/2022 4:04 pm...</p> <p>Work on MSWD's new Regional Water Reclamation Facility continues! Once...</p> 	<b>9</b>	<b>9</b>	<b>0</b>	<b>0</b>
 <p><b>missionspring...</b> Thu 8/25/2022 2:22 pm ...</p> <p>News Release: MSWD Receives \$68 Million in Grant Funding for Regional Water...</p> 	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>
 <p><b>missionspring...</b> Sat 8/13/2022 11:05 pm...</p> <p>Dispose of grease the way grandma taught mom and mom taught us. Some thing...</p> 	<b>7</b>	<b>7</b>	<b>0</b>	<b>0</b>

## TWITTER

## Twitter Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  @MSWaterDistrict  All Twitter Post Types

Impressions <b>163</b> ↗71.6%	Engagements <b>11</b> ↗22.2%	Post Link Clicks <b>1</b> ↘66.7%
----------------------------------	---------------------------------	-------------------------------------

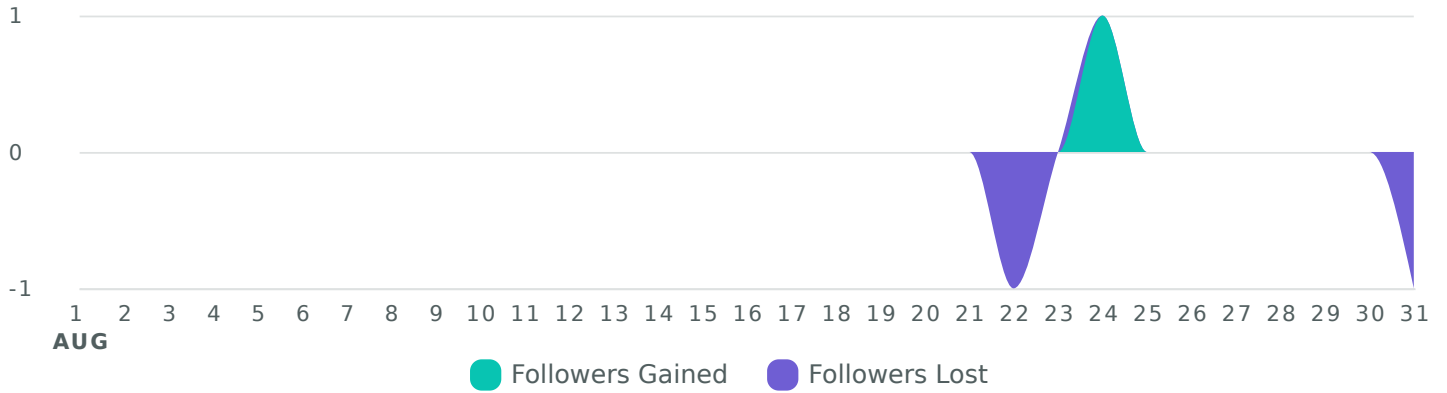


### Twitter Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
@MSWaterDistrict
All Twitter Post Types

Net Follower Growth Breakdown, by Day





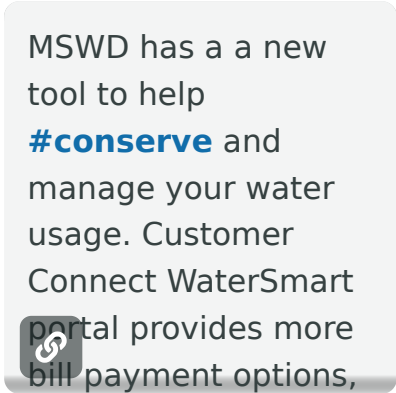
Audience Metrics	Totals	% Change
<b>Followers</b>	<b>80</b>	<b>↘1.2%</b>
<b>Net Follower Growth</b>	<b>-1</b>	<b>↗50%</b>
Followers Gained	1	→0%
Followers Lost	2	↘33.3%
<b>Following</b>	<b>100</b>	<b>→0%</b>

## Twitter Top Posts

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

Post
Lifetime
@MSWaterDistrict
All Twitter Post Types

Descending by Lifetime Engagements

Post	Date	Total Engagements
<p>New to the neighborhood? We <b>#drought</b> you know about the wide variety of...</p> 	Fri 8/5/2022 4:10 pm UTC	5
<p><b>#DYK</b> You can save over 8,000 gallons of water for every 1,000 square feet of...</p> 	Tue 8/30/2022 3:02 pm ...	2
<p>MSWD has a a new tool to help <b>#conserve</b> and manage your water usage. Customer Connect WaterSmart portal provides more bill payment options,</p> 	Tue 8/16/2022 7:03 pm ...	2

Engagement Type	Count
Likes	1
Comments	0
Shares	1
Post Link Clicks	1
Other Post Clicks	2
Other Engagements	0

Engagement Type	Count
Likes	1
Comments	0
Shares	1
Post Link Clicks	—
Other Post Clicks	0
Other Engagements	0

Engagement Type	Count
Likes	1
Comments	0
Shares	1
Post Link Clicks	0
Other Post Clicks	0
Other Engagements	0


## LINKEDIN

### LinkedIn Performance Summary

View your key profile performance metrics from the reporting period.

 Profile

 Reporting Period

 Mission Springs Water District

Impressions

**1,323** ↗524.1%

Engagements

**133** ↗454.2%

Post Clicks (All)

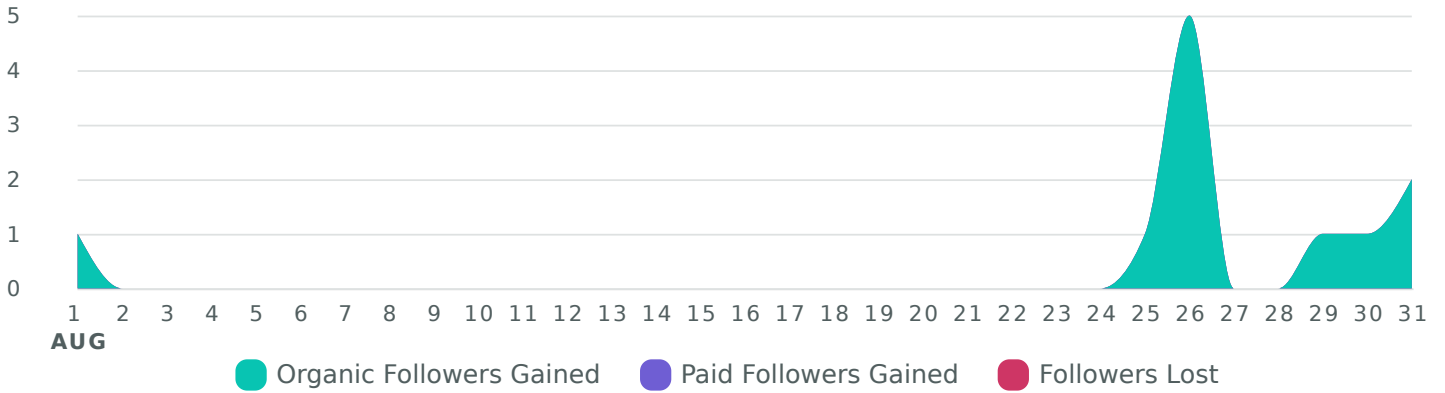
**47** ↗487.5%

## LinkedIn Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
Mission Springs Water District

Net Follower Growth Breakdown, by Day




Audience Metrics	Totals	% Change
<b>Followers</b>	—	—
<b>Net Follower Growth</b>	<b>11</b>	<b>↗ 266.7%</b>
Organic Followers Gained	11	↗ 266.7%
Paid Followers Gained	0	→ 0%
Followers Lost	0	→ 0%

### LinkedIn Top Posts

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

🚩 Post
🚩 Lifetime
🌐 Mission Springs Water District

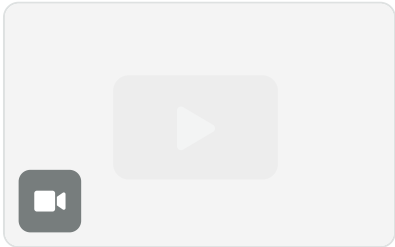
Descending by Lifetime Engagements




**in Mission Springs...**

Wed 8/17/2022 11:06 p...

Work continues on MSWD's new Regional Water Reclamation Facility! Once...




<b>Total Engagements</b>	<b>11</b>
Reactions	8
Comments	0
Shares	2
Post Link Clicks	1



**in Mission Springs...**


Tue 8/16/2022 6:41 pm ...

MSWD Director Randy Duncan Honored For Years of Service - Board Seeks Interested...



MSWD Director Duncan Honored Board Seeks Replacement  
[mswd.org/electionprocess](https://mswd.org/electionprocess)


<b>Total Engagements</b>	<b>8</b>
Reactions	4
Comments	0
Shares	1
Post Link Clicks	3



**in Mission Springs...**

Mon 8/29/2022 12:01 a...

We're working to help those with past-due water bills. Our customers may be eligible f...



<b>Total Engagements</b>	<b>6</b>
Reactions	3
Comments	0
Shares	1
Post Link Clicks	2