



# BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, March 20, 2023 at 3:00 PM

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

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

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

JOIN ZOOM MEETING:

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

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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

1. CALL TO ORDER
2. ANNOUNCEMENT AND VERIFICATION OF REMOTE MEETING PARTICIPATION PURSUANT TO AB 2449 OR GC 54953(b)
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. RULES OF PROCEDURE
6. PUBLIC INPUT  
*This is the opportunity for members of the public to address the Board on matters within the Board's jurisdiction. **Please limit comments to three (3) minutes or less.** State law prohibits the Board from discussing or taking action on any item not listed on the agenda.*

## EMPLOYEE RECOGNITION

7. HUMAN RESOURCES REPORT

**ACTION ITEMS**

- 8. RESOLUTION 2023-04 - A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT RESCINDING (COVID-19) LOCAL EMERGENCY**  
It is recommended that the Board adopt Resolution 2023-04 rescinding the Board's COVID-19 emergency resolution number 2020-07
- 9. RESOLUTION 2023-05 - AMENDING RESOLUTION 2022-32 - REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**  
It is recommended to adopt Resolution 2023-05 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.
- 10. ACCEPT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2022**  
It is recommended to review and accept the audited financial statements as presented by Rogers, Anderson, Malody & Scott, LLP.
- 11. ESRI SMALL UTILITY ENTERPRISE AGREEMENT FOR GIS SERVICES**  
It is recommended to approve the ESRI Small Utility Enterprise Agreement, at an amount of \$28,400 per year for a contract period of three (3) years.
- 12. UNITED STATES ARMY CORP OF ENGINEERING, SPONSOR SHARE OF ASSESSMENT DISTRICT 18, AREA A AND AREA G DESIGN**  
It is recommended to authorize the General Manager to negotiate and render payment for Mission Springs Water District Sponsor Share of Assessment District 18, Area A and Area G Design.

**DISCUSSION ITEMS**

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

**CONSENT AGENDA**

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

- 15. APPROVAL OF MINUTES**  
It is recommended to approve the minutes as follows:  
  
February 16, 2023 - Study Session  
February 21, 2023 - Board Meeting
- 16. REGISTER OF DEMANDS**  
The register of demands totaling \$2,284,216.58

**17. BOARD MEMBER COMPENSATION**

-Compensation for Director(s) Mayrhofer & Duff to attend a meeting with MSWD's legal counsel regarding MSWD v DWA litigation history and status - Date to be determined upon approval

-Compensation for all Directors to attend the CWEA Awards Luncheon in San Diego on Wednesday, April 19, 2023. Discussion to also include overnight hotel accommodations.

**18. ACCEPTANCE OF THE EMERGENCY SEWER REPAIRS ON THE 1ST STREET, 4TH STREET, 6TH STREET, AND 7TH STREET PROJECT**

It is recommended to accept the Emergency Sewer Repairs on the 1st Street, 4th Street, 6th Street, and 7th Street Project as complete and authorize the release of retention money held for Tri-Star Contracting II, inc in the amount of \$14,457.71, thirty-five days after filing the Notice of Completion (NOC).

**REPORTS****19. DIRECTOR'S REPORTS****20. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Report
- C. Customer Service Report (Monday)

**COMMENTS****21. THANK YOU NOTES****COMMENTS****22. DISTRICT COUNSEL COMMENTS****23. DIRECTOR COMMENTS****24. ADJOURN**


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

**ANY DISCLOSABLE PUBLIC RECORDS RELATED TO AN OPEN SESSION ITEM ON A REGULAR MEETING AGENDA AND DISTRIBUTED BY MISSION SPRINGS WATER DISTRICT TO ALL OR A MAJORITY OF THE BOARD OF DIRECTORS LESS THAN 72 HOURS PRIOR TO THAT MEETING ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 66575 SECOND STREET, DESERT HOT SPRINGS, CALIFORNIA DURING NORMAL BUSINESS HOURS AND MAY ALSO BE AVAILABLE ON THE DISTRICT'S WEBSITE AT [WWW.MSWD.ORG/MEETINGS](http://WWW.MSWD.ORG/MEETINGS). NOTE: THE PROCEEDINGS MAY BE AUDIO AND VIDEO RECORDED.**

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**CERTIFICATION OF POSTING**

I certify that on or before March 17, 2023, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



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Arden Wallum  
Secretary of the Board of Directors

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** MARCH 16 & 20, 2023

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



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## HUMAN RESOURCES REPORT

### PERSONNEL ACTIVITY FOR THE PERIOD FEBRUARY 1-28, 2023

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#### NEW HIRES

Elaine Kawaii Associate Engineer

#### ANNIVERSARIES

Chad Finch	Water Production Supervisor	1 Year
Ana Murillo	Accounting Technician	1 Year
Theresa Murphy	Engineering Technician II	15 Years
Carol Morin	Office Specialist II	21 Years
Mark Vermeer	WWTP Operator I	22 Years

#### PROMOTIONS

#### CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

Adam Wagner Water Distribution Operator – Grade 3  
(Water Production Operator I)

# AGENDA STAFF REPORT



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

**MEETING DATE(S):** MARCH 16 & 20, 2023

**FROM:** DISTRICT GENERAL COUNSEL

**FOR:** ACTION  DIRECTION  INFORMATION

## RESOLUTION 2023-04 - A RESOLUTION OF THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT RESCINDING COVID-19 EMERGENCY RESOLUTION 2020-07

### STAFF RECOMMENDATION

It is recommended that the Board adopt Resolution 2023-04 rescinding the Board's COVID-19 emergency resolution number 2020-07

### SUMMARY AND ANALYSIS:

Following declarations of emergency by the State of California on March 4, 2020, and the Federal Government on March 13, 2020, in response to the global COVID-19 pandemic, on or about March 23, 2020, the Mission Springs Water District Board of Directors adopted Resolution 2020-07 proclaiming a local emergency due to COVID 19. Resolution 2020-7 was thereafter continued from time to time and remains in effect. The COVID 19 pandemic appears to have reached a state of controlled status through widespread vaccination and various health and safety protocols. State and federal governments have or are in the process of issuing reopening plans and guidelines with the goal of returning to pre-pandemic activities. As such, it is recommended that the Board of Directors adopt Resolution 2023-04 rescinding the Board's prior COVID 19 emergency declaration as set forth in Resolution 2020-7.

### ATTACHMENTS:

Resolution 2023-04

Resolution 2020-07

**RESOLUTION NO. 2023-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE MISSION SPRINGS WATER DISTRICT  
RESCINDING RESOLUTION NO. 2020-07, LOCAL EMERGENCY**

**WHEREAS**, on or about March, 23, 2020, the Mission Springs Water District Board of Directors adopted Resolution 2020-07 proclaiming a local emergency due to the global COVID-19 pandemic, which resolution was continued through periodic renewals. The COVID-19 pandemic has now reached a controlled status through widespread vaccination and various health and safety protocols designed to prevent the spread of the COVID-19 virus; and

**WHEREAS**, federal, state and local governments have or are in the process of issuing various reopening plans and guidelines for a return to pre-pandemic activities; and

**WHEREAS**, the state of emergency that existed at the time of and following the March 2020 COVID-19 outbreak, no longer exists as an imminent and emergent public health threat.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Mission Springs Water District that Resolution No. 2020-07 proclaiming a local emergency on or about March 23, 2020 and all subsequent orders extending the same, is hereby rescinded.

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

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

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

ATTEST:

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

**RESOLUTION NO. 2020-07****A RESOLUTION OF THE BOARD OF DIRECTORS OF  
MISSION SPRINGS WATER DISTRICT  
PROCLAIMING A LOCAL EMERGENCY**

**WHEREAS**, the governing body of the District has the authority to proclaim a local emergency; and

**WHEREAS**, California Government Code Section 3100 states that all public employees are declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law, and the District needs to continue providing potable water and sewer service deemed as an essential public service; and

**WHEREAS**, any actions that the District may take to ensure the continuation of critical services to protect the safety of customers and to provide for immunities that will protect the District for actions taken, as covered under the California Emergency Services Act; and

**WHEREAS**, working with the County of Riverside, this proclamation authorizes the undertaking of powers and invoking and disseminating emergency orders (e.g., emergency orders, emergency spending authorities, emergency or pre-established contracting, order necessary Personal Protective Equipment, recovery, etc.) and regulations necessary to provide for the protection of life, property, and the environment; and

**WHEREAS**, this proclamation establishes that an emergency exists, and that if mutual aid of in-county resources are needed to assist the District, as covered under the California Master Mutual Aid Agreement and any local agreements to provide mutual aid should be sufficient to establish, and that the Emergency Services Act applies; and

**WHEREAS**, this proclamation establishes that an emergency exists, and if out-of-county assistance is needed, requests for mutual aid should follow procedures set forth by the Standardized Emergency Management System (SEMS) and the Governor's Office of Emergency Services (CalOES), including obtaining mission numbers through the County of Riverside Emergency Management Department from CalOES for responding agencies. This is particularly important for possible reimbursement of extraordinary expenses in the event of a proclaimed "State of Emergency" or in the event of a presidential declaration of disaster when state or federal disaster relief funds become available; and

**WHEREAS**, conditions of disaster or of extreme peril to the health and safety of persons and property have arisen both internationally and within the United States as a result of the introduction of the novel coronavirus (COVID-19), a novel communicable disease which led to California Governor Gavin Newsom, to proclaim a State of Emergency for California on March 4, 2020; and



**WHEREAS**, currently COVID-19 has spread globally to more than 70 countries, infecting more than 250,000 persons and causing more than 10,000 fatalities worldwide. Due to the expanding list of countries with widespread transmission of COVID-19, and increasing travel alerts and warnings for countries experiencing sustained or uncontrolled community transmission issued by the Centers for Disease Control and Prevention (CDC), COVID-19 has created conditions that are likely to be beyond the control of local resources and require the combined forces of other political subdivisions to combat this virus; and

**WHEREAS**, a Local Health Emergency was proclaimed by the County of Riverside Public Health Officer on March 8, 2020, and ratified by the Board of Supervisors on March 10, 2020; and

**WHEREAS**, a Local Emergency was proclaimed by the County of Riverside Board of Supervisors on March 10, 2020; and

**WHEREAS**, the CDC confirmed person-to-person transmission of COVID-19 in the United States, raising the possibility of community transmission occurring in the general public. This has resulted in a Federal Declaration of National Emergency as declared by President Donald Trump on March 13, 2020; and

**WHEREAS**, the District's ability to mobilize local resources, coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and seek future reimbursement by State and Federal governments will be critical to successfully responding to COVID-19; and

**WHEREAS**, these conditions warrant and necessitate that the District proclaim the existence of a local emergency.

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

**Section 1.** That the District hereby proclaims the existence of a local emergency and directs District staff to take the necessary steps for the protection of life, health and safety.

**Section 2.** That during the existence of said local emergency, the powers, functions, and duties of the District shall be those prescribed by state law and by ordinances and resolutions of the District Board.

**Section 3.** That the District General Manager is hereby empowered to take such actions and to obtain supplies, equipment, services and/or property needed for the protection of life and property and to bind the District for the fair value thereof.

**Section 4.** That all departments of the District shall review and revise their department emergency and contingency plans to address the risks COVID-19 poses to their critical functions in coordination with the District's Emergency Management Department/Manager.

**Section 5.** That all District departments shall track costs for staffing, supplies, and equipment related to COVID-19 preparation and prevention and forward that information to the District's finance department; and complete an Initial Damage Estimate (IDE) Category B, and forward that information to the Riverside County Emergency Management Department (EMD) on a daily basis.

**Section 6.** That the District's internal departments shall coordinate District-wide planning, preparedness and response efforts regarding COVID-19 with the Riverside County EMD.

**Section 7.** That this Resolution shall take effect immediately and that widespread publicity and notice shall be given said Proclamation through the most feasible and adequate means of disseminating such notice throughout the District.

**BE IT FURTHER RESOLVED AND ORDERED** that a copy of this Resolution be forwarded to the Riverside County EMD to be forwarded to the Director of the California Governor's Office of Emergency Services.

**ADOPTED** this 23<sup>rd</sup> day of March 2020, by the following vote:

Ayes: Grasha, Sewell, Wright, Martin, Duncan

Noes:

Abstain:

Absent:

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

ATTEST:

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

**CERTIFICATION OF ADOPTION**

STATE OF CALIFORNIA )  
  )  
COUNTY OF RIVERSIDE )

I, Arden Wallum, Secretary of the Board of Directors of Mission Springs Water District, certify that the foregoing is a full, true and correct copy of Resolution No. **2020-07** which was adopted by the Board of Directors of said District at its special meeting held March 23, 2020.

It has not been amended or repealed.

Dated: March 23, 2020



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



# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** MARCH 16 & 20, 2023

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

**FOR:** ACTION  DIRECTION  INFORMATION

## RESOLUTION NO. 2023-05 - AMENDING RESOLUTION NO. 2022-32; REVISION TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS

### STAFF RECOMMENDATION

Adopt Resolution No. 2023-05 amending Resolution No. 2022-32; updating Mission Springs Water District Personnel Rules and Regulations.

### SUMMARY

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

The Employee Handbook was most recently updated in January 2023. On December 19, 2022, the MSWD Board of Directors (Board) adopted Resolutions No. 2022-32, which rescinded all previous resolutions related to personnel policies and regulations and replaced in its entirety the MSWD Personnel Rules and Regulations.

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

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

### FISCAL IMPACT

None

### ATTACHMENTS

Resolution No. 2023-05

Exhibit "A" – Revisions to Personnel Rules and Regulations

**RESOLUTION NO. 2023-05**

**A RESOLUTION TO THE BOARD OF DIRECTORS OF MISSION SPRINGS WATER DISTRICT AMENDING RESOLUTION 2022-32, REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**

**WHEREAS**, on December 19, 2022, the Board of Directors of Mission Springs Water District (“Board of Directors”) adopted Resolution No. 2022-32, and

**WHEREAS**, this Resolution shall amend Resolution No. 2022-32, and

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

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

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

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

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of Mission Springs Water District, that the revisions shown in Exhibit A are duly adopted and incorporated into the Mission Springs Water District Personnel Rules and Regulations as of April 1, 2023; and

**BE IT FURTHER RESOLVED**, by the Board of Directors that the District hereby adopts the changes to the Mission Springs Water District Personnel Rules and Regulations as described in Exhibit “A” attached hereto as of April 1, 2023.

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

Ayes:

Noes:

Abstain:

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

ATTEST:

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

**Exhibit A**

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

**Rule 15. Compensation Plan – Revised**

F. Promotion. Any employee who is promoted to a position having a higher range than the position he/she occupies, shall commence work in the higher range at a step that at minimum is an increase of ten percent (10%) above the rate the employee was receiving prior to promotion. **The new pay rate will be effective at the beginning of the pay period it takes effect.**

G. Demotion Pay Rate. When a regular employee is demoted to a position for which the employee is qualified, the employee's salary shall be set at the step rate in the lower pay range which provides the smallest decrease in pay. **The new pay rate will be effective at the beginning of the next pay period it takes effect.**

H. Pay Periods. All employees shall be paid every two (2) weeks. A pay period is fourteen (14) consecutive days. **Week 1 starts on a Friday mid-shift with 4 hours and shall end on a Friday mid-shift with 4 hours worked in Week 2. ~~beginning on a Friday at 12:01 p.m. and ending on a Friday at 12:00 noon.~~** Step increases or promotions shall be effective at the beginning of the pay period in which they fall. For alternative work schedules the pay period may be modified to comply with federal and state law.

**Rule 22. Hours of Work, Overtime, Compensatory Time and Standby Time - Revised**

A. Work Week. A regular schedule of forty (40) hours in a seven (7) day period, based on the employee's regular 9/80 or other established work week, the scheduling of which may vary from time to time based on the workforce needs of the District as determined by the General Manager; but no modification of the work schedule may impose additional financial burden on the District. A 9/80 workweek is when an employee works eight 9-hour days and one 8-hour day in a two-week period with one day off every other week that corresponds with the 8-hour day. The General Manager or his designee shall assign each employee of the District a regular work week. **~~Each workweek for administrative employees begins at noon on Friday and ends the following Friday at 11:59 a.m. Each workweek for field employees begins at 11:00 a.m. on Friday and ends the following Friday at 10:59 a.m.~~** Each workweek begins on a Friday mid-shift with 4 hours and ends on a Friday mid-shift with 4 hours worked.

B. Work Schedules. Every employee shall have an approved work schedule, which is established by Human Resources and approved by the Appointing Authority. Management reserves the right to set schedules to accomplish the work tasks of the District. No alternative work schedule shall be proposed or approved which imposes an additional financial burden on the District for overtime or otherwise.

- 1. Commute time during regularly scheduled workdays will not be compensated.**

D. Overtime.

1. Overtime Definition and Rates of Pay. All nonexempt employees will receive overtime pay in accordance with applicable law for all hours worked over their regularly scheduled hours pursuant to the 9/80 workweek adopted by the District, i.e., all hours over forty (40) hours per week.

Overtime will be computed on actual minutes worked, adjusted to the nearest 15-minute increment.

~~Only~~ Those hours that are actually worked, ~~approved scheduled vacation days, optional holidays, and District holidays~~ are counted to determine an employee's overtime pay. An "approved scheduled" vacation day or optional holiday is a day that has been scheduled and approved two-weeks in advanced. Certain types of pay are excluded from the calculation of employees' regular rates of pay for purposes of determining the number of overtime compensation due because they are payments made for periods when no work is performed. Those types of pay include: vacation (~~where less than two-week notice was given~~), ~~holiday~~, sick, reporting time, jury duty, pay for bereavement leave, and/or discretionary bonuses.

5. Compensatory Time. Nonexempt employees may elect to accumulate compensatory time in lieu of overtime pay. Compensatory time will be calculated at the rate of one and one-half (1.5) hours ~~of compensatory time~~ for every hour of overtime worked. Once compensatory time has been converted from overtime at one and one-half (1.5) hours, it will be treated as regular pay when used and will be paid out at the employee's regular rate of pay. Employees may accrue up to a maximum of 40 comp time hours. Any time accrued over 40 hours will be paid ~~as overtime~~ during the next available pay period with no more additional comp time permitted until the accrued time is ~~taken and/or paid as overtime used. Unused compensatory time will be paid as overtime, calculated at 1.5 times the employee's regular rate of pay.~~ Employees may request a pay out of accrued but unused compensatory time at any time during the year. ~~Unused compensatory time will be paid as overtime at the employee's regular rate of pay.~~ Additionally, unused compensatory time will be paid out upon termination pursuant to the FLSA. Compensatory time may be used with prior approval from ~~the employee's~~ supervisor. Request for use of compensatory time will be permitted as long as it does not unduly disrupt the district's operations.

**Rule 23. District Paid Holidays – Revised**

C. Part-Time Employees. Temporary part-time employees regularly assigned to work twenty-seven (27) hours or less are not entitled to holiday pay.



# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** MARCH 16 & 20, 2023

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

**FOR:** ACTION  DIRECTION  INFORMATION




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## ACCEPT AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2022

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### STAFF RECOMMENDATION

Review and accept the audited financial statements as presented by Rogers, Anderson, Malody & Scott, LLP (RAMS), District auditors, for the year ended June 30, 2022.

### SUMMARY

The annual audit has been completed by RAMS and is ready for acceptance by the Board. Upon acceptance, District staff will distribute to all interested parties required under state law, debt agreements, etc.

### ANALYSIS

The Financial Statement audit is now complete for the year ended June 30, 2022. An annual financial statement audit is required by the California Water Code and submitted to the State Controller's Office. A draft of the audit will be presented by RAMS, and, upon acceptance, final, bound copies will be distributed.

### FISCAL IMPACT

None directly, although these financial statements will be used as indicators of the District's financial performance and health. They help assess the District's credit worthiness and identify existing obligations and commitments that must be covered by future cash flows.

### ATTACHMENTS

Draft Audit Report.

***Mission Springs Water District***  
***Desert Hot Springs, California***

**Basic Financial Statements**

For the fiscal year ended June 30, 2022

Prepared by:  
Finance Department

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**Financial Section**

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*Independent Auditor's Report*

Members of the Board of Directors  
Mission Springs Water District  
Desert Hot Springs, California

**Report on the Audit of the Financial Statements**

***Opinion***

We have audited the accompanying financial statements of the Mission Springs Water District (District) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the District, as of June 30, 2022, and the changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America, as well as accounting systems prescribed by the California State Controller's office and state regulations governing special districts.

***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Controller's *Minimum Audit Requirements for California Special Districts*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



***Responsibility of Management for the Financial Statements***

The District’s management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District’s ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

***Other Matters***

As discussed in Note 1 to the financial statements, in the year ended June 30, 2022, the District adopted new accounting guidance under Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*. Our opinions are not modified with respect to this matter.

***Auditor’s Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis and the schedules listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District’s basic financial statements. The supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### ***Other Information Included in the Annual Comprehensive Financial Report***

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections of the Annual Comprehensive Financial Report but does not include the financial statements and our auditor’s report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated **March 21**, 2023, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance

San Bernardino, California  
**March 21**, 2023

**Management's Discussion and Analysis  
For the fiscal year ended June 30, 2022**

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The following Management's Discussion and Analysis (MD&A) provides an overview of the financial performance and activities of the Mission Springs Water District (District) for the fiscal years ended June 30, 2022. We encourage readers to consider the information presented here in conjunction with the basic financial statements and related notes, which follow this section.

**Overview of the Basic Financial Statements**

The District is a utility enterprise and presents its financial statements using the economic resources measurement focus and the full accrual basis of accounting. The District's basic financial statements include the statement of net position, statement of revenues, expenses, and changes in net position and statement of cash flows. The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data.

The statement of net position presents information on all the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of revenues, expenses, and changes in net position presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are recognized on the accrual basis.

The statement of cash flows is related to the other financial statements by the way it links changes in assets and deferred outflows of resources and liabilities and deferred inflows of resources to the effect on cash and cash equivalents over the course of the fiscal year.

The notes to the financial statements provide useful information regarding the District's significant accounting policies, and they explain significant account balances and activities, certain material risks, obligations, commitments, contingencies and subsequent events, if any.

**Financial Highlights**

- The assets and deferred outflows of resources of the District exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$171,870,198 (net position). Of this amount, \$44,042,589 represents unrestricted net position, which represents net position available for designation by the board.
- The District's total net position increased \$10,365,750 from the prior fiscal year mainly attributable to net nonoperating revenues.

**Management's Discussion and Analysis  
For the fiscal year ended June 30, 2022**
**Financial Analysis of the District**

The statement of net position and the statement of revenues, expenses, and changes in net position provide an indication of the District's financial health. It provides a basis for evaluating the capital structure and assessing the liquidity and financial flexibility of the District.

The following tables summarize the District's financial condition and the changes in its net position for the past two years.

**Statements of Net Position**
**Consolidated Statements of Net Position**

	June 30		Change	
	2022 (in thousands)	2021 (in thousands)	Dollars (in thousands)	Percentage
<b>Assets</b>				
Current and other noncurrent assets	\$ 59,264	\$ 52,345	\$ 6,919	13%
Restricted assets	303	303	-	0%
Capital assets, net	135,492	129,510	5,982	5%
Total assets	<u>195,059</u>	<u>182,158</u>	<u>12,901</u>	7%
<b>Deferred outflows of resources</b>	<u>1,629</u>	<u>1,939</u>	<u>(310)</u>	-16%
<b>Liabilities</b>				
Current liabilities	8,830	6,904	1,926	28%
Noncurrent liabilities	11,594	15,266	(3,672)	-24%
Total liabilities	<u>20,424</u>	<u>22,170</u>	<u>(1,746)</u>	-8%
<b>Deferred inflows of resources</b>	<u>4,394</u>	<u>422</u>	<u>3,972</u>	941%
<b>Net position</b>				
Net investment in capital assets	127,525	121,188	6,337	5%
Restricted	302	303	(1)	0%
Unrestricted	44,043	40,014	4,029	10%
Total net position	<u>\$ 171,870</u>	<u>\$ 161,505</u>	<u>\$ 10,365</u>	6%

As shown above, the District's total assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$171.8 million and \$161.5 million as of June 30, 2022 and 2021, respectively, an increase in net position of \$10.3 million between 2022 and 2021.

**Management’s Discussion and Analysis  
For the fiscal year ended June 30, 2022**

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**Statements of Revenues, Expenses and Changes in Net Position**

The statement of revenues, expenses and changes in net position provide information on the nature and sources of these changes. For the fiscal years ended June 30, 2022 and 2021, the District’s net position increased by \$10.3 million and \$7.5 million, respectively, as shown by the table below.

**Condensed Statements of Revenues, Expenses and Changes in Net Position**

	Year ended June 30		Change	
	2022	2021	Dollars	
	(in thousands)	(in thousands)	(in thousands)	Percentage
<b>Operating revenue</b>				
Sales	\$ 9,180	\$ 9,357	\$ (177)	-2%
Services	9,983	10,465	(482)	-5%
Other operating revenue	3,712	2,046	1,666	81%
Total operating revenue	22,875	21,868	1,007	5%
<b>Total operating expenses</b>	18,787	17,416	1,371	8%
Operating income	4,088	4,452	(364)	-8%
Property taxes and special assessments	2,660	2,528	132	5%
Investment earnings, other	(566)	145	(711)	-490%
Grants	98	656	(558)	-85%
Net nonoperating revenues	2,192	3,329	(1,137)	-34%
Interest expense	266	294	(28)	-10%
Other	-	35	(35)	-100%
Net nonoperating expenses	266	329	(63)	-19%
Income before contributions	6,014	7,452	(1,438)	-19%
Capital contributions	4,351	73	4,278	5860%
Change in net position	10,365	7,525	\$ 2,840	38%
Net position, beginning of year	161,505	153,980		
Net position, end of year	\$ 171,870	\$ 161,505		

*Operating Revenues*

Fiscal year 2021/2022 saw an increase in operating revenue of 5%. This was due to a scheduled rate increase and increased production/sales. While total operating expenses only increased by 8%, a net operating income of \$4.1 million was accomplished.

*Nonoperating Revenues/Expenses and Capital Contributions*

Net nonoperating revenue decreased 34% over the prior mostly attributable to grants. This difference is mostly associated to the timing of grant awards.

Capital contributions increased by 5,860% from the prior year. This is mostly attributable to the timing of development related projects.

**Management’s Discussion and Analysis  
For the fiscal year ended June 30, 2022**

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**Capital Asset Administration**

The District’s investments in capital assets, net of accumulated depreciation, as of June 30, 2022 and June 30, 2021 were as follows:

	June 30		Change	
	2022 (in thousands)	2021 (in thousands)	Dollars (in thousands)	Percentage
Land and other land rights	\$ 1,376	\$ 1,376	\$ -	0%
Construction in progress	22,090	20,167	1,923	10%
Building and improvements	4,285	4,389	(104)	-2%
Utility plant	105,209	101,700	3,509	3%
Furniture and equipment	1,288	834	454	54%
Other assets	1,243	1,044	199	19%
Net capital assets	<u>\$ 135,491</u>	<u>\$ 129,510</u>	<u>\$ 5,981</u>	5%

For more information regarding the District’s capital assets, please refer to note 4 of the notes to financial statements.

**Categories of Net Position**

The District is required to present its net position in three categories: Net investment in capital assets, Restricted, and Unrestricted.

Net Investment in Capital Assets

At June 30, 2022, the amount the District had invested in capital assets, net of related debt was \$135.5 million. This balance was obtained by combining land of \$1.4 million, construction in progress of \$22 million, and capital assets in service, net of accumulated depreciation of \$112 million and minus long-term liabilities of \$8 million.

Restricted Net Position – Debt Reserve

The District has restricted net position of \$302.5 thousand, which consists of debt reserve fund required by a project finance agreement with the California State Water Resources Control Board.

Unrestricted Net Position

The District had unrestricted Net Position of \$44 million at June 30, 2022. The Board of Directors has designated \$40.2 million of unrestricted net position to capital reserve for the future replacement, and major repairs, of infrastructure of the District. The board has also designated \$150 thousand of unrestricted net position for the purpose of self-insuring the District against any claims made against the District.

**Management’s Discussion and Analysis  
For the fiscal year ended June 30, 2022**

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**Long-term Liabilities**

	June 30		Change	
	2022 (in thousands)	2021 (in thousands)	Dollars (in thousands)	Percentage
Special Assessment Bond - Assessment District #4	\$ 4	\$ 8	\$ (4)	-50%
Special Assessment Bond - Assessment District #7	45	58	(13)	-22%
COP - U.S. Department of Agriculture - 2001	238	246	(8)	-3%
Installment sale agreement - City National Bank - 2017	1,226	1,475	(249)	-17%
Installment sale agreement - Holman Capital Corporation	213	228	(15)	-7%
SWRCD - Assessment District #12, Phase IV	3,160	3,388	(228)	-7%
Installment sale agreement - City National Bank - 2013	835	891	(56)	-6%
Installment sale agreement - BBVA Compass Bank - 2014	1,911	2,028	(117)	-6%
Total notes payable	<u>7,632</u>	<u>8,322</u>	<u>(690)</u>	<u>-8%</u>
Lease liability	335	-	335	100%
Total long-term liabilities	<u>\$ 7,967</u>	<u>\$ 8,322</u>	<u>\$ (355)</u>	<u>-4%</u>

For more information regarding the District’s long-term liabilities, please refer to note 6 of the notes to financial statements.

**Water Rates and Other Charges**

On February 16, 2016, the Board of Directors adopted a five-year rate increase that was effective March 1, 2016, and January 1, 2017, 2018, 2019 and 2020. This increase has greatly improved the financial position of the District since its inception. Information related to this rate action as well as other information about the District’s rates can be found on the District website.

**Requests for Information**

This financial report is designed to provide the District’s funding sources, customers, stakeholders and other interested parties with an overview of the District’s financial operations and overall financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the District’s Director of Administrative Services at 66575 Second Street, Desert Hot Springs, CA 92240.



## Basic Financial Statements

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**Statement of Net Position**  
**June 30, 2022**

	Water	Sewer	Total
<b>ASSETS</b>			
Current assets:			
Cash and investments (note 2)	\$ 30,017,827	\$ 17,442,738	\$ 47,460,565
Receivables:			
Accounts	2,511,223	351,177	2,862,400
Other	412,111	111,214	523,325
Taxes	38,773	20,306	59,079
Assessments	-	705,129	705,129
Leases, current portion (note 3)	50,268	23,284	73,552
Prepaid expenses	95,972	43,561	139,533
Inventory	404,865	163,423	568,288
Note receivable, current portion	12,031	-	12,031
Total current assets	<u>33,543,070</u>	<u>18,860,832</u>	<u>52,403,902</u>
Restricted assets:			
Cash and investments (note 2)	-	302,510	302,510
Total restricted assets	<u>-</u>	<u>302,510</u>	<u>302,510</u>
Noncurrent assets:			
Capital assets, not being depreciated (note 4)	8,233,434	15,232,722	23,466,156
Capital assets, net of depreciation (note 4)	56,855,128	54,836,095	111,691,223
Right to use assets, net of amortization (note 4)	201,490	132,747	334,237
Note receivable, net of current portion	36,093	-	36,093
Lease receivable, net of current portion (note 3)	312,579	144,789	457,368
Assessments receivable, net of current portion	-	6,367,254	6,367,254
Total noncurrent assets	<u>65,638,724</u>	<u>76,713,607</u>	<u>142,352,331</u>
Total assets	<u>99,181,794</u>	<u>95,876,949</u>	<u>195,058,743</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Pension related (note 7)	1,176,691	452,682	1,629,373
Total deferred outflows of resources	<u>1,176,691</u>	<u>452,682</u>	<u>1,629,373</u>

The accompanying notes are an integral part of these financial statements.

Statement of Net Position, (Continued)  
June 30, 2022

	Water	Sewer	(continued) Total
<b>LIABILITIES</b>			
Current liabilities:			
Accounts payable	\$ 1,873,030	\$ 1,306,842	\$ 3,179,872
Accrued liabilities	517,685	291,247	808,932
Customer deposits	356,922	-	356,922
Unearned revenue	48,688	-	48,688
Advance construction deposits	66,001	3,053,712	3,119,713
Compensated absences, current portion	350,381	136,182	486,563
Leases payable, current portion (note 6)	81,395	37,702	119,097
Long-term liabilities, current portion (note 6)	23,813	686,382	710,195
Total current liabilities	<u>3,317,915</u>	<u>5,512,067</u>	<u>8,829,982</u>
Noncurrent liabilities:			
Compensated absences, net of current portion	350,381	136,182	486,563
Leases payable, net of current portion (note 6)	120,508	95,310	215,818
Long-term liabilities, net of current portion (note 6)	426,941	6,495,144	6,922,085
Net pension liability (note 7)	2,968,192	1,001,394	3,969,586
Total noncurrent liabilities	<u>3,866,022</u>	<u>7,728,030</u>	<u>11,594,052</u>
Total liabilities	<u>7,183,937</u>	<u>13,240,097</u>	<u>20,424,034</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Lease related (note 3)	356,151	164,971	521,122
Pension related (note 7)	2,658,643	1,214,119	3,872,762
Total deferred inflows of resources	<u>3,014,794</u>	<u>1,379,090</u>	<u>4,393,884</u>
<b>NET POSITION</b>			
Net investment in capital assets	64,637,808	62,887,291	127,525,099
Restricted	-	302,510	302,510
Unrestricted	25,521,946	18,520,643	44,042,589
Total net position (note 8)	<u>\$ 90,159,754</u>	<u>\$ 81,710,444</u>	<u>\$ 171,870,198</u>

The accompanying notes are an integral part of these financial statements.

**Statement of Revenues, Expenses, and Changes in Net Position  
For the Fiscal Year Ended June 30, 2022**

	Water	Sewer	Total
<b>OPERATING REVENUES</b>			
Sales	\$ 9,179,862	\$ -	\$ 9,179,862
Services	2,802,674	7,180,697	9,983,371
Standby and availability	214,181	12,182	226,363
Backup facilities and front footage fees	673,349	278,440	951,789
Meter installations	151,640	-	151,640
Other	2,007,676	375,509	2,383,185
Total operating revenues	<u>15,029,382</u>	<u>7,846,828</u>	<u>22,876,210</u>
<b>OPERATING EXPENSES</b>			
Pumping	2,622,863	-	2,622,863
Transmission and distribution	1,507,366	-	1,507,366
Customer accounts	1,009,721	241,248	1,250,969
Sewage collection	-	437,653	437,653
Sewage treatment	-	1,994,382	1,994,382
Standby wages	88,828	87,137	175,965
Public affairs	351,278	154,617	505,895
General and administrative	4,252,872	1,944,614	6,197,486
Depreciation & amortization	2,300,478	1,794,225	4,094,703
Total operating expenses	<u>12,133,406</u>	<u>6,653,876</u>	<u>18,787,282</u>
Operating income	<u>2,895,976</u>	<u>1,192,952</u>	<u>4,088,928</u>
<b>NONOPERATING REVENUES</b>			
Property taxes - general purpose	1,460,023	870,063	2,330,086
Special assessments - debt service	-	329,617	329,617
Investment income, net	(491,158)	(277,035)	(768,193)
Grants	48,028	50,101	98,129
Other	158,248	43,824	202,072
Total nonoperating revenues	<u>1,175,141</u>	<u>1,016,570</u>	<u>2,191,711</u>
<b>NONOPERATING EXPENSES</b>			
Interest	22,144	243,385	265,529
Other	176	105	281
Total nonoperating expenses	<u>22,320</u>	<u>243,490</u>	<u>265,810</u>
Income before contributions	4,048,797	1,966,032	6,014,829
Capital contributions	<u>4,303,335</u>	<u>47,586</u>	<u>4,350,921</u>
Change in net position	8,352,132	2,013,618	10,365,750
Net position, beginning of year	<u>81,807,622</u>	<u>79,696,826</u>	<u>161,504,448</u>
Net position, end of year	<u>\$ 90,159,754</u>	<u>\$ 81,710,444</u>	<u>\$ 171,870,198</u>

The accompanying notes are an integral part of these financial statements.

**Statement of Cash Flows  
For the Fiscal Year Ended June 30, 2022**

	Water	Sewer	Total
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Cash received from customers	\$ 15,644,833	\$ 7,987,650	\$ 23,632,483
Cash payments to suppliers for goods and services	(4,878,970)	(2,310,713)	(7,189,683)
Cash payments for employees for services	(3,892,328)	(1,473,668)	(5,365,996)
Net cash provided by operating activities	<u>6,873,535</u>	<u>4,203,269</u>	<u>11,076,804</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</b>			
Cash received from property taxes - general purpose	1,461,079	870,548	2,331,627
Cash received from grants	1,009,898	(11,429)	998,469
Net cash provided by noncapital financing activities	<u>2,470,977</u>	<u>859,119</u>	<u>3,330,096</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>			
Cash received from special assessments - debt service	-	1,133,548	1,133,548
Cash received from note receivable	13,848	-	13,848
Acquisition and construction of capital assets	1,591,876	(6,913,262)	(5,321,386)
Principal retirement of long-term debt	(22,879)	(666,138)	(689,017)
Payments received from lease receivable	(6,696)	(3,102)	(9,798)
Payments on leased assets	(72,436)	(44,668)	(117,104)
Interest paid on long-term debt	(22,144)	(243,385)	(265,529)
Net cash provided by (used for) capital and related financing activities	<u>1,481,569</u>	<u>(6,737,007)</u>	<u>(5,255,438)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest received on investments	110,719	67,647	178,366
Change in fair value	(601,877)	(344,682)	(946,559)
Net cash used by investing activities	<u>(491,158)</u>	<u>(277,035)</u>	<u>(768,193)</u>
Net change in cash and investments	10,334,923	(1,951,654)	8,383,269
Cash and investments, beginning of year	<u>19,634,216</u>	<u>19,649,316</u>	<u>39,283,532</u>
Cash and investments, end of year	<u>\$ 29,969,139</u>	<u>\$ 17,697,662</u>	<u>\$ 47,666,801</u>
<b>RECONCILIATION TO STATEMENT OF NET POSITION</b>			
Cash and investments	\$ 30,017,827	\$ 17,442,738	\$ 47,460,565
Restricted cash and investments	<u>-</u>	<u>302,510</u>	<u>302,510</u>
Total cash and investments	<u>\$ 30,017,827</u>	<u>\$ 17,745,248</u>	<u>\$ 47,763,075</u>

The accompanying notes are an integral part of these financial statements.

**Statement of Cash Flows**  
**For the Fiscal Year Ended June 30, 2022, (Continued)**

	Water	Sewer	Total
<b>RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES</b>			
Operating income	\$ 2,895,976	\$ 1,192,952	\$ 4,088,928
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation and amortization	2,300,478	1,794,225	4,094,703
Other nonoperating income	158,248	43,824	202,072
Other nonoperating expense	(176)	(105)	(281)
(Increase) decrease in assets and deferred outflows of resources:			
Receivables:			
Accounts	454,591	121,843	576,434
Prepaid expenses	(61,799)	(28,626)	(90,425)
Inventory	(77,925)	(36,096)	(114,021)
Deferred outflows of resources - pension related	211,309	97,880	309,189
Increase (decrease) in liabilities and deferred inflows of resources:			
Accounts payable	571,638	855,123	1,426,761
Accrued liabilities	233,235	101,240	334,475
Compensated absences	(2,864)	(1,326)	(4,190)
Customer deposits	2,612	-	2,612
Advance construction deposits	-	(24,845)	(24,845)
Net pension liability	(2,170,384)	(1,005,334)	(3,175,718)
Deferred inflows of resources - pension related	2,358,596	1,092,514	3,451,110
Net cash provided by operating activities	\$ 6,873,535	\$ 4,203,269	\$ 11,076,804

The accompanying notes are an integral part of these financial statements.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

***Description of the entity***

Mission Springs Water District (District), formerly called Desert Hot Springs Water District, was formed in 1953. The District operates under the authority of the California Water Code. Mission Springs Water District is located in the Coachella Valley of Southern California, ten miles north of the City of Palm Springs. The boundaries encompass an area of 135 square miles, within which the District maintains and operates pipelines, 14 water wells, 24 reservoirs, and 2 wastewater treatment plants. The primary service area is the City of Desert Hot Springs.

***Blended component unit***

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

***Fund classifications***

Mission Springs Water District is comprised of the following major enterprise funds:

Water Fund – Used to account for activities associated with serving 13,219 water accounts, of which 95% are residential customers.

Sewer Fund – Used to account for activities associated with providing sewage collection, treatment and disposal services to 9,165 customer accounts, of which 97% are residential customers.

***Measurement focus, basis of accounting and financial statement presentation***

The District operates as a utility enterprise fund and its financial statements have been prepared using the economic measurement focus and the accrual basis of accounting, in conformity with generally accepted accounting principles (GAAP) and the Uniform Systems of Accounts for Utility Districts as prescribed by the Controller of the State of California. Under this basis of accounting and measurement focus, revenues are recognized when they are earned and expenses are recognized when they are incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they were levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the providers have been met. The District has elected to follow all pronouncements of the Governmental Accounting Standard's Board (GASB).



**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (CONTINUED)**

***Use of estimates***

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and changes therein, and disclosure of contingent assets and liabilities. Actual results could differ from those estimates.

***Cash and cash equivalents***

For purposes of the statement of cash flows, cash and cash equivalents have been defined as deposits and highly liquid investments with an original maturity of 90 days or less at the date of purchase.

***Investments***

Investments with a maturity of less than one year when purchased, non-negotiable certificates of deposit, and other nonparticipating investments are stated at amortized cost. Investments with a maturity of greater than one year when purchased are stated at fair value. Fair value is the price that would be received to sell an investment in an orderly transaction at a given point in time.

The State Treasurer's Investment Pool (Pool) is managed by the State, Office of the Treasurer, which allows certain types of governments within the state to pool their funds for investment purposes. Investments in the Pool are valued at the Pool's share price, the price at which the investments could be sold.

***Allowance for doubtful accounts***

The District recognizes bad debt expense relating to receivables when it is probable that the accounts will be uncollectible. As of June 30, 2022, all receivables were deemed collectible.

***Prepaid expenses***

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid expenses in the financial statements.

***Inventory***

Inventories are valued at cost which approximates market, using the first in/first-out method. The costs of the inventories are recorded as expenses when used (consumption method). Inventory of material and supplies consisted of meters, valves, pipes, repair parts, gasoline, and supplies.

**Notes to Financial Statements  
 For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (CONTINUED)**

***Restricted assets***

Certain proceeds of debt issues, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net position because their use is limited by applicable bond covenants. Unspent developer deposits are classified as restricted assets on the statement of net position.

***Assessments receivable***

The District has issued long-term debt to finance capital improvement projects and has secured these debts by placing a lien on the assessed properties. The aggregate of the property liens has been recorded as an assessment receivable on the statement of net position. As of June 30, 2022, the assessment receivable for these liens was \$7,072,383 and the balance of special assessments that was delinquent was \$100,450. As of June 30, 2022, all assessment receivables were deemed collectible.

***Capital assets and depreciation***

Capital assets are recorded at cost. If applicable, donated assets are stated at acquisition value on the date donated. The provision for depreciation is computed using the straight-line method over the estimated service lives of the capital assets. The District uses differing capitalization thresholds for the classes of assets based on materiality. The District’s policy is to review for capitalization those expenditures greater than \$10,000 that have a useful life of more than one year. Estimated service lives for District’s classes of assets are as follows:

Building and improvements	5 - 40 years
Utility plant	5 - 75 years
Furniture and equipment	5 - 25 years
Other assets	5 - 10 years
Intangible utility plant	5 - 25 years

***Deferred outflows/inflows of resources***

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expense) until then. The District has one item, deferred outflows related to pension, which qualifies for reporting in this category.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial element, deferred inflows of resources, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until then. The District has two items, deferred inflows related to leases and pension, which qualify for reporting in this category.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (CONTINUED)**

***Net position***

Net position is categorized as follows:

Net investment in capital assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation reduced by the outstanding debt or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

Restricted – This component of net position consists of constraints placed on resources through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted – This component of net position consists of resources that do not meet the definition of “restricted” or “net investment in capital assets.”

***Pension***

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB 68 requires that the reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following timeframes are used.

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Measurement Period	July 1, 2020 to June 30, 2021

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (CONTINUED)**

***Compensated absences***

The District's policy is to permit employees to accumulate a limited amount of earned vacation and sick leave. Accumulated vacation time is accrued at year-end to account for the District's obligation to the employees for the amount owed. It is management's belief that the majority of the obligation will be utilized during the course of the next fiscal year. Vacation pay is payable to employees at the time a vacation is taken, cashed out, or upon termination of employment. Normally, an employee cannot accrue more vacation than the total hours accrued in the prior twenty-four-month period each year. Sick leave is payable when an employee is unable to work because of illness of an employee or employee's family member. An employee may not accumulate more than six hundred ninety-six hours of sick leave.

***Unearned revenue***

Unearned revenue in accrual-based statements arises when resources are received by the District before it has a legal claim to them (i.e. when grant monies are received prior to the incurrence of qualifying expenses).

***Operating and nonoperating activities***

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water fund and sewer fund are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

***Contributions for capital acquisitions/construction***

Contributions for capital acquisitions/construction represent cash and capital asset additions contributed to the District by federal, state, and local granting agencies or by developers.

***Property taxes***

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

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (CONTINUED)**

***New Accounting Pronouncements***

The District implemented the provisions of Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*. The primary objective of this statement is to improve guidance regarding the identification of lease activities for accounting and financial reporting purposes and how those activities should be reported in the financial statements.

**NOTE 2: CASH AND INVESTMENTS**

Cash and investments are presented in the accompanying financial statements as follows:

Cash and investments	\$ 47,460,565
Restricted cash and investments	<u>302,510</u>
Total cash and investments	<u><u>\$ 47,763,075</u></u>

Cash and investments as of June 30, 2022 consist of the following:

Petty cash	\$ 1,100
Demand deposits	17,538,837
Investments	<u>30,223,138</u>
Total cash and investments	<u><u>\$ 47,763,075</u></u>

***Investment policy***

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

***Interest rate risk***

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with the investment policy, the District manages its exposure to declines in fair values by limiting the maximum maturity length of investments to five years.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 2: CASH AND INVESTMENTS, (CONTINUED)**

***Interest rate risk (continued)***

Maturities of investments at June 30, 2022, were as follows:

Investment type	Total	Remaining maturing (in months)			
		12 Months or Less	13 to 36 Months	37 to 60 Months	More than 60 Months
Investment Trust of California (CalTRUST)	\$ 30,223,138	\$ 8,948,380	\$ 21,274,758	\$ -	\$ -
Total	<u>\$ 30,223,138</u>	<u>\$ 8,948,380</u>	<u>\$ 21,274,758</u>	<u>\$ -</u>	<u>\$ -</u>

***Concentration of credit risk***

A concentration of credit risk is the risk of loss attributable to the magnitude of the District's investment in a single issuer. The District's investment policy contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. As of June 30, 2022, there were no investments in any one issuer (other than U.S. Treasury securities, agency funds, corporate funds, and external investment pools) that represent 5% or more of total District investments.

***Custodial credit risk***

Custodial credit risk is the risk that the District will not be able to (a) recover deposits if the depositor financial institution fails, or (b) recover the value of investments or collateral securities that are in the possession of an outside party if the counterparty to the investment or deposit transaction fails.

Deposits

The California Government Code requires California banks and savings and loan associations to secure a local governmental agency's (agency) deposits by pledging government securities as collateral. The market value of pledged securities must equal at least 110% of an agency's deposits. California law also allows financial institutions to secure an agency's deposits by pledging first trust deed mortgage notes having a value of 150% of an agency's total deposits. The agency may waive collateral requirements for deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC).

Deposits are exposed to custodial credit risk if they are uninsured and are either uncollateralized or collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the depositor-government's name. At June 30, 2022, District's deposits (bank balances) exceeded the maximum deposit insurance amount by \$19,225,707, which is collateralized as described above.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 2: CASH AND INVESTMENTS, (CONTINUED)**

***Custodial credit risk, (continued)***

Investments

The California Government Code authorizes the District to invest in obligations of the United States Treasury, agencies, and instrumentalities, prime commercial paper, bankers' acceptances, repurchase and reverse repurchase agreements, financial futures or financial option contracts, negotiable certificates of deposit, obligations of the State of California, and, obligations of local agencies within California.

Investments are exposed to custodial credit risk if they are uninsured, unregistered and held by either a counterparty or the counterparty's trust department or agent but not in the government's name.

***Credit risk***

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The District's investment policy limits eligible investments to large institutions. As of June 30, 2022, District had its investments in CalTrust.

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investments in CalTrust are not subject to minimum legal ratings and credit risk disclosures.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 2: CASH AND INVESTMENTS, (CONTINUED)**

***Fair value measurements***

Generally accepted accounting principles establish a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; while Level 3 inputs are significant unobservable inputs.

- Level 1 inputs are quoted prices for identical assets or liabilities in active markets that the government can access at the measurement date.
- Level 2 inputs include quoted prices for similar assets or liabilities in active markets; quoted prices for identical or similar assets or liabilities in inactive markets; inputs other than quoted prices that are observable for the asset or liability; inputs that are derived principally from or corroborated by observable market data by correlation or other means. If the asset or liability has a specified (contractual) term, the level 2 input must be observable for substantially the full term of the asset or liability.
- Level 3 inputs are unobservable inputs for an asset or liability.

Deposits and withdrawals in governmental investment pools, such as CalTrust, are made on the basis of \$1 and not fair value. Accordingly, the District's investments in CalTrust are not subject to the fair value hierarchy.

***Participation in external investment pools***

The District is a voluntary participant in the Investment Trust of California (CalTRUST), which is a Joint Powers Authority governed by a Board of Trustees made up of local treasurers and investment officers. The Board of Trustees sets overall policy for CalTRUST and selects and supervises the activities of the Investment Manager and other agents. As of June 30, 2022, the District's investment in CalTRUST is \$30,223,138, of which \$2,553,708 was invested in the Liquidity funds pool, \$6,394,672 in the Short-term pool, and \$21,274,758 in the Medium-term pool. Amounts that may be withdrawn from the Money Market Fund are based upon the fund's assets valued using the amortized cost method. Amounts that may be withdrawn from the Short-term and Medium-term pools are based on the net asset value per share and the number of shares held by participants in each pool.



**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 3: LEASES RECEIVABLE**

For the year ended June 30, 2022, the financial statements include the adoption of GASB Statement No. 87, *Leases*. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources.

On July 1, 2021, the District entered a 94-month lease as lessor for the use of T-Mobile Cell Tower. An initial lease receivable was recorded in the amount of \$229,314. As of June 30, 2022, the value of the lease receivable is \$203,856. The lessee is required to make monthly fixed payments of \$2,284. The lease has an interest rate of 1.0510%. The value of the deferred inflow of resources as of June 30, 2022, was \$200,040, and the District recognized lease revenue of \$29,274 during the fiscal year. The lessee has three extension options, each for 60 months. The lessee had a termination period of 2 months as of the lease commencement.

On July 1, 2021, the District entered a 112-month lease as lessor for the use of CC Holdings Cell Tower. An initial lease receivable was recorded in the amount of \$242,338. As of June 30, 2022, the value of the lease receivable is \$220,541. The lessee is required to make monthly fixed payments of \$1,987. The lease has an interest rate of 1.1870%. The value of the deferred inflow of resources as of June 30, 2022, was \$216,373, and the District recognized lease revenue of \$25,965 during the fiscal year. The lessee has one extension option for 60 months. The lessee had a termination period of 2 months as of the lease commencement.

On July 1, 2021, the District entered a 61-month lease as lessor for the use of AT&T Cell Tower. An initial lease receivable was recorded in the amount of \$130,352. As of June 30, 2022, the value of the lease receivable is \$106,523. The lessee is required to make monthly fixed payments of \$1,989. The lease has an interest rate of 0.6380%. The value of the deferred inflow of resources as of June 30, 2022, was \$104,709, and the District recognized lease revenue of \$25,643 during the fiscal year. The lessee has four extension options, each for 60 months. The lessee had a termination period of 2 months as of the lease commencement. The lease has a lease termination penalty of \$6,145.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 4: CAPITAL ASSETS**

Changes in capital assets for the year ended June 30, 2022 were as follows:

	Beginning balance	Increases	Decreases	Ending balance
Capital assets, not being depreciated				
Land and other land rights	\$ 1,376,497	\$ -	\$ -	\$ 1,376,497
Construction in progress	20,167,485	9,565,000	(7,642,826)	22,089,659
Total capital assets, not being depreciated	21,543,982	9,565,000	(7,642,826)	23,466,156
Capital assets, being depreciated:				
Buildings and improvements	5,881,469	79,199	-	5,960,668
Utility plant	170,379,488	6,827,051	(66,534)	177,140,005
Furniture and equipment	4,691,487	711,014	(249,823)	5,152,678
Other assets	1,799,150	98,232	(8,597)	1,888,785
Total capital assets, being depreciated	182,751,594	7,715,496	(324,954)	190,142,136
Less accumulated depreciation for:				
Buildings and improvements	(1,492,130)	(183,572)	-	(1,675,702)
Utility plant	(68,679,879)	(3,317,294)	66,534	(71,930,639)
Furniture and equipment	(3,857,499)	(243,852)	236,874	(3,864,477)
Other assets	(756,489)	(232,203)	8,597	(980,095)
Total accumulated depreciation	(74,785,997)	(3,976,921)	312,005	(78,450,913)
Total capital assets being depreciated, net	107,965,597	3,738,575	(12,949)	111,691,223
Right to use asset, being amortized				
Right to use asset	-	452,019	-	452,019
Accumulated amortization	-	(117,782)	-	(117,782)
Right to use asset, net of amortization	-	334,237	-	334,237
Total capital assets, net	\$ 129,509,579	\$ 13,637,812	\$ (7,655,775)	\$ 135,491,616

Depreciation and amortization expense for the year ended June 30, 2022 was as follows:

Water	\$ 2,300,478
Sewer	1,794,225
Total depreciation expense	\$ 4,094,703

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 5: COMPENSATED ABSENCES**

Changes in compensated absences for the year ended June 30, 2022 were as follows:

Balance at beginning of year	\$	977,316
Earned by employees		489,837
Paid to employees		<u>(494,027)</u>
Balance at end of year		973,126
Less current portion		<u>486,563</u>
Long-term portion	\$	<u><u>486,563</u></u>

**NOTE 6: LONG-TERM DEBT**

The following is a summary of changes in long-term debt for the year ended June 30, 2022:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<b>Direct Borrowings:</b>					
Notes payable:					
Special Assessment Bond - Assessment District #4	\$ 8,000	\$ -	\$ (4,000)	\$ 4,000	\$ 4,000
Special Assessment Bond - Assessment District #7	58,000	-	(13,000)	45,000	14,000
COP - U.S. Department of Agriculture - 2001	245,901	-	(7,900)	238,001	8,200
Installment sale agreement - City National Bank - 2017	1,474,548	-	(249,030)	1,225,518	256,305
Installment sale agreement - Holman Capital Corporation	227,732	-	(14,979)	212,753	15,613
SWRCB - Assessment District #12, Phase IV	3,388,171	-	(227,970)	3,160,201	58,182
Installment sale agreement - City National Bank - 2013	891,330	-	(55,867)	835,463	120,910
Installment sale agreement - BBVA Compass Bank - 2014	<u>2,027,615</u>	<u>-</u>	<u>(116,271)</u>	<u>1,911,344</u>	<u>232,985</u>
Total notes payable	8,321,297	-	(689,017)	7,632,280	710,195
Leases payable	<u>-</u>	<u>451,894</u>	<u>(116,979)</u>	<u>334,915</u>	<u>119,097</u>
Total long-term liabilities	<u>\$ 8,321,297</u>	<u>\$ 451,894</u>	<u>\$ (805,996)</u>	<u>\$ 7,967,195</u>	<u>\$ 829,292</u>

**Assessment District #4 Special Assessment Bonds, Series R-1 (direct borrowing)**

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

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

***Assessment District #7 Special Assessment Bonds (direct borrowing)***

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

***Certificates of Participation – United States Department of Agriculture (direct borrowing)***

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

***Assessment District #12, Phase I and Phase II – Refinance (direct borrowing)***

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

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

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

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

***Assessment District #12, Phase I and Phase II – Refinance (direct borrowing), (continued)***

The outstanding loan agreement with City National Bank contains (a) a provision that if an event of default occurs and continues, the timing of repayment of outstanding amounts become immediately due if the pledged revenues during each fiscal year are less than 115 percent of debt service coverage due in the following fiscal year and (b) a provision that if an event of default occurs and continues, the timing of repayment of outstanding amounts become immediately due if (1) the District is unable to make a payment; (2) the District fails to perform any of the agreements, covenants, or conditions required, and such default shall have continued for a period of thirty (30) days after the District has been given notice in writing of such default; (3) if the District files a petition in bankruptcy, or failure by the District to promptly lift any execution, garnishment or attachment, or adjudication of the District as bankrupt, or assignment by the District for the benefit of creditors, or the approval by a court of competent jurisdiction of a petition applicable to the District in any proceedings instituted under the provisions of the Federal Bankruptcy Code, as amended, or under any similar acts which may hereafter be enacted.

***Mission Creek – 80 Acres (direct borrowing)***

On June 21, 2013, the District entered into an installment sales agreement with Holman Capital Corporation in the amount of \$328,000. The proceeds were used to purchase 80 acres of land for future water system improvements. The interest rate on the installment sales agreement is 4.19% per annum. Interest on the bonds is payable semi-annually on June 7 and December 7. Principal matures on June 7 and December 7 of each year through June 7, 2033.

The outstanding installment sales agreement with Holman Capital Corporation contains (a) a provision that if an event of default occurs and continues, the timing of repayment of outstanding amounts become immediately due if (1) the District is unable to make a payment; (2) the District fails to perform any of the agreements, covenants, or conditions required, and such default shall have continued for a period of thirty (30) days after the District has been given notice in writing of such default; (3) if the District violates any applicable rule, regulation, law, statute or ordinance applicable to the District or the Water System or the Parity Debt that could lead to a breach under the subsections (a) and/or (b) and that are not cured.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

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

In August 2012 (and later amended in January 2013), the District entered into a financing agreement with the California State Water Resources Control Board (CSWRCB) for a total amount of \$9,957,921 for the purpose of financing Assessment District #12, Phase 3 costs. This program is a loan from the Clean State Revolving Fund (SRF) of which 50% of the principal amount was forgiven. This was made possible through Federal Environmental Protection Agency funds granted to SRF. The interest rate on the loan is 2.2% with principal and interest payments due annually on January 31 beginning in 2015, final payment is due January 31, 2034.

In the event of a termination, the District has agreed, upon demand, to immediately repay to the State Water Board an amount equal to installment payments due hereunder, including accrued interest, and all penalty assessments due. In the event of termination, interest shall accrue on all amounts due at the highest legal rate of interest from the date that notice of termination is mailed to the District to the date of full repayment by the District.

***Assessment District #12, Phase V (direct borrowing)***

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

The outstanding installment sales agreement with City National Bank contains (a) a provision that if an event of default occurs and continues, the timing of repayment of outstanding amounts become immediately due if (1) the District is unable to make a payment; (2) the District fails to perform any of the agreements, covenants, or conditions required, and such default shall have continued for a period of thirty (30) days after the District has been given notice in writing of such default; (3) If the District files a petition or answer seeking arrangement or reorganization under the federal bankruptcy laws or any other applicable law of the United States of America or any state therein, or the approval by a court of competent jurisdiction of a petition filed with or without the consent of the District seeking arrangement or reorganization under the federal bankruptcy laws or any other applicable law of the United States of America or any state therein, or, under the provisions of any other law for the relief or aid of debtors, any court of competent jurisdiction assumes custody or control of the District or of the whole or any substantial part of its property; (4) if an event of default shall have occurred and be continuing with respect to any Parity Debt or Subordinate Debt which requires or permits the immediate acceleration thereof.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

***Assessment District #12, Phase VI (direct borrowing)***

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

The outstanding installment sales agreement with BBVA Compass Bank contains (a) a provision that if an event of default occurs and continues, the timing of repayment of outstanding amounts become immediately due if (1) the District is unable to make a payment; (2) the District fails to perform any of the agreements, covenants, or conditions required, and such default shall have continued for a period of thirty (30) days after the District has been given notice in writing of such default; (3) If the District files a petition or answer seeking arrangement or reorganization under the federal bankruptcy laws or any other applicable law of the United States of America or any state therein, or the approval by a court of competent jurisdiction of a petition filed with or without the consent of the District seeking arrangement or reorganization under the federal bankruptcy laws or any other applicable law of the United States of America or any state therein, or, under the provisions of any other law for the relief or aid of debtors, any court of competent jurisdiction assumes custody or control of the District or of the whole or any substantial part of its property; (4) if an event of default shall have occurred and be continuing with respect to any Parity Debt or Subordinate Debt which requires or permits the immediate acceleration thereof.

The debt service requirements for the District's notes are as follows:

Year ended June 30,	Principal	Interest	Total
2023	\$ 710,195	\$ 233,660	\$ 943,855
2024	728,102	212,556	940,658
2025	750,559	189,960	940,519
2026	756,891	166,605	923,496
2027	594,486	144,408	738,894
2028 - 2032	3,213,562	393,597	3,607,159
2033 - 2037	810,785	50,510	861,295
2038 - 2041	67,700	7,790	75,490
Total	<u>\$ 7,632,280</u>	<u>\$ 1,399,086</u>	<u>\$ 9,031,366</u>

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)*****Leases payable***

For the year ended June 30, 2022, the financial statements include the adoption of GASB Statement No. 87, *Leases*. The primary objective of this statement is to enhance the relevance and consistency of information about governments' leasing activities. This statement establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources.

On July 1, 2021, the District entered a 41-month lease as lessee for the use of 2019 Ford Ranger XL 4x4 Super Cab (2). An initial lease liability was recorded in the amount of \$39,266. As of June 30, 2022, the value of the lease liability is \$27,813. The District is required to make monthly fixed payments of \$963. Additionally, there are monthly other reasonably certain payments of \$74. The lease has an interest rate of 0.3440%. The value of the right to use asset as of June 30, 2022, of \$39,266 with accumulated amortization of \$11,492 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$9,512.

On July 1, 2021, the District entered a 39-month lease as lessee for the use of 2019 Ford F-150 (2). An initial lease liability was recorded in the amount of \$45,221. As of June 30, 2022, the value of the lease liability is \$31,700. The District is required to make monthly fixed payments of \$1,137. Additionally, there are monthly other reasonably certain payments of \$81. The lease has an interest rate of 0.3440%. The value of the right to use asset as of June 30, 2022, of \$45,221 with accumulated amortization of \$13,578 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$11,388.

On July 13, 2021, the District entered a 50-month lease as lessee for the use of printer-copier (engineering). An initial lease liability was recorded in the amount of \$16,667. As of June 30, 2022, the value of the lease liability is \$12,955. The District is required to make monthly fixed payments of \$319. Additionally, there are monthly other reasonably certain payments of \$25. The lease has an interest rate of 0.5050%. The value of the right to use asset as of June 30, 2022, of \$16,667 with accumulated amortization of \$3,867 is included with equipment on the lease class activities table below.

On March 31, 2022, the District entered a 60-month lease as lessee for the use of printer-copier (admin). An initial lease liability was recorded in the amount of \$9,261. As of June 30, 2022, the value of the lease liability is \$8,799. The District is required to make monthly fixed payments of \$160. The lease has an interest rate of 0.7690%. The value of the right to use asset as of June 30, 2022, of \$9,386 with accumulated amortization of \$478 is included with equipment on the lease class activities table below.



**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

***Leases payable, (continued)***

On July 1, 2021, the District entered a 61-month lease as lessee for the use of postage meter. An initial lease liability was recorded in the amount of \$13,020. As of June 30, 2022, the value of the lease liability is \$10,486. The District is required to make monthly fixed payments of \$217. The lease has an interest rate of 0.6380%. The value of the right to use asset as of June 30, 2022, of \$13,020 with accumulated amortization of \$2,561 is included with equipment on the lease class activities table below.

On July 1, 2021, the District entered a 53-month lease as lessee for the use of 2020 NOV trucks (4). An initial lease liability was recorded in the amount of \$110,536. As of June 30, 2022, the value of the lease liability is \$85,688. The District is required to make monthly fixed payments of \$2,109. Additionally, there are monthly other reasonably certain payments of \$165. The lease has an interest rate of 0.5050%. The value of the right to use asset as of June 30, 2022, of \$110,536 with accumulated amortization of \$25,027 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$21,750.

On July 1, 2021, the District entered a 45-month lease as lessee for the use of 2020 Ford Explorer. An initial lease liability was recorded in the amount of \$28,907. As of June 30, 2022, the value of the lease liability is \$21,243. The District is required to make monthly fixed payments of \$648. Additionally, there are monthly other reasonably certain payments of \$38. The lease has an interest rate of 0.5050%. The value of the right to use asset as of June 30, 2022, of \$28,907 with accumulated amortization of \$7,708 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$6,515.

On July 1, 2021, the District entered a 46-month lease as lessee for the use of 2020 Ford F-350. An initial lease liability was recorded in the amount of \$37,568. As of June 30, 2022, the value of the lease liability is \$27,826. The District is required to make monthly fixed payments of \$825. Additionally, there are monthly other reasonably certain payments of \$47. The lease has an interest rate of 0.5050%. The value of the right to use asset as of June 30, 2022, of \$37,568 with accumulated amortization of \$9,800 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$8,962.

On July 1, 2021, the District entered a 42-month lease as lessee for the use of 2019 Ford Trucks (6). An initial lease liability was recorded in the amount of \$151,450. As of June 30, 2022, the value of the lease liability is \$108,405. The District is required to make monthly fixed payments of \$3,637. Additionally, there are monthly other reasonably certain payments of \$245. The lease has an interest rate of 0.5050%. The value of the right to use asset as of June 30, 2022, of \$151,450 with accumulated amortization of \$43,271 is included with vehicles on the lease class activities table below. The lease has an unguaranteed residual value of \$35,705.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 6: LONG-TERM DEBT, (CONTINUED)**

***Leases payable, (continued)***

Estimated future lease payable service requirements are as follows:

Year ended June 30,	Principal	Interest	Total
2023	\$ 119,097	\$ 1,372	\$ 120,469
2024	119,667	801	120,468
2025	78,948	267	79,215
2026	15,710	42	15,752
2027	1,493	4	1,497
Total	<u>\$ 334,915</u>	<u>\$ 2,486</u>	<u>\$ 337,401</u>

**NOTE 7: DEFINED BENEFIT PENSION PLAN**

**A. General information about the pension plan**

***Plan description***

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan (Plan or PERF C) administered by the California Public Employees' Retirement System (CalPERS.) The Plan consists of a miscellaneous pool and a safety pool (also referred to as "risk pools"), which are comprised of individual employer miscellaneous and safety rate plans, respectively. Plan assets may be used to pay benefits for any employer rate plan of the safety and miscellaneous pools. Accordingly, rate plans within the safety or miscellaneous pools are not separate plans under generally accepted accounting principles. Individual employers may sponsor more than one rate plan in the miscellaneous or safety risk pools. The District sponsors two miscellaneous rate plans. Benefit provisions under the Plan are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS' website, at [www.calpers.ca.gov](http://www.calpers.ca.gov).

***Benefits provided***

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 5 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

***Benefits provided, (continued)***

The Plan operates under the provisions of the California Public Employees’ Retirement Law (PERL), the California Public Employees’ Pension Reform Act of 2013 (PEPRA), and the regulations, procedures and policies adopted by the CalPERS Board of Administration. The Plan’s authority to establish and amend the benefit terms are set by the PERL and PEPRA, and may be amended by the California state legislature and in some cases require approval by the CalPERS Board.

The Plan’s provisions and benefits in effect at June 30, 2022 are summarized as follows:

	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2.7% @ 55	2% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	1.0% to 2.5%
Required employer contribution rates	13.35%	7.59%

***Contributions***

Section 20814(c) of the California Public Employees’ Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS’ annual actuarial valuation process. For public agency cost-sharing plans covered by either the Miscellaneous or Safety risk pools, the Plan’s actuarially determined rate is based on the estimated amount necessary to pay the Plan’s allocated share of the risk pool’s costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements are classified as plan member contributions. Employer Contributions to the Plan for the fiscal year ended June 30, 2022 were \$970,494. The actual employer payments of \$911,046 made to CalPERS by the District during the measurement period ended June 30, 2021 differed from the District’s proportionate share of the employer’s contributions of \$925,144 by \$14,098, which is being amortized over the expected average remaining service lifetime in the Public Agency Cost-Sharing Multiple Employer Plan.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

**B. Net pension liability**

The District’s net pension liability for the Plan is measured as the total pension liability, less the pension plan’s fiduciary net position. The net pension liability is measured as of June 30, 2021, using an annual actuarial valuation as of June 30, 2020 rolled forward to June 30, 2021 using standard update procedures. A summary of principal assumptions and methods used to determine the net pension liability is as follows.

***Actuarial methods and assumptions used to determine total pension liability***

All other actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the period from 1997 to 2015, including updates to salary increase, mortality and retirement rates. The Experience Study report can be obtained at CalPERS’ website, at [www.calpers.ca.gov](http://www.calpers.ca.gov).

Valuation Date	June 30, 2020
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry Age Normal in accordance with the requirements of GASB 68
Asset Valuation Method:	Market Value of Assets
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increases	Varied by Entry Age and Service
Mortality Rate Table <sup>(1)</sup>	Derived using CalPERS' membership data for all funds
Post Retirement Benefit Increase	The lesser of contract COLA or 2.50% until Purchasing Power Protection Allowance floor on purchasing power applies, 2.50% thereafter.

(1) The mortality table used was developed based on CalPERS’ specific data. The probabilities of mortality are based on the 2017 CalPERS Experience Study for the period from 1997 to 2015. Pre-retirement and Post-retirement mortality rates include 15 years of projected mortality improvement using 90% of Scale MP-2016 published by the Society of Actuaries. For more details on this table, please refer to the CalPERS Experience Study and Review of Actuarial Assumptions report from December 2017 that can be found on the CalPERS website.

***Long-term expected rate of return***

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

***Long-term expected rate of return, (continued)***

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class are as follows:

<u>Asset Class<sup>1</sup></u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1 - 10<sup>2</sup></u>	<u>Real Return Years 11+<sup>3</sup></u>
Public equity	50.0%	4.80%	5.98%
Fixed income	28.0%	1.00%	2.62%
Inflation assets	-	0.77%	1.81%
Private equity	8.0%	6.30%	7.23%
Real assets	13.0%	3.75%	4.93%
Liquidity	1.0%	-	(0.92%)
Total	<u>100%</u>		

<sup>1</sup> In the System's ACFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-Term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.

<sup>2</sup> An expected inflation of 2.00% used for this period

<sup>3</sup> An expected inflation of 2.92% used for this period

***Change of assumptions***

There were no change of assumptions for measurement date June 30, 2021.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

***Discount rate***

The discount rate used to measure the total pension liability for PERF C was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

***Subsequent Events***

On July 12, 2021, CalPERS reported a preliminary 21.3% net return on investments for fiscal year 2020-21. Based on the thresholds specified in CalPERS Funding Risk Mitigation policy, the excess return of 14.3% prescribes a reduction in investment volatility that corresponds to a reduction in the discount rate used for funding purposes of 0.20%, from 7.00% to 6.80%. Since CalPERS was in the final stages of the four-year Asset Liability Management (ALM) cycle, the board elected to defer any changes to the asset allocation until the ALM process concluded, and the board could make its final decision on the asset allocation in November 2021.

On November 17, 2021, the board adopted a new strategic asset allocation. The new asset allocation along with the new capital market assumptions, economic assumptions and administrative expense assumption support a discount rate of 6.90% (net of investment expense but without a reduction for administrative expense) for financial reporting purposes. This includes a reduction in the price inflation assumption from 2.50% to 2.30% as recommended in the November 2021 CalPERS Experience Study and Review of Actuarial Assumptions. This study also recommended modifications to retirement rates, termination rates, mortality rates and rates of salary increases that were adopted by the board. These new assumptions will be reflected in the GASB 68 accounting valuation reports for the June 30, 2022, measurement date.

***Pension plan fiduciary net position***

Information about the pension plan's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and fiduciary net position are presented in CalPERS' audited financial statements, which are publicly available reports that can be obtained at CalPERS' website, at [www.calpers.ca.gov](http://www.calpers.ca.gov). The plan's fiduciary net position and additions to/deductions from the plan's fiduciary net position have been determined on the same basis used by the pension plan, which is the economic resources measurement focus and the accrual basis of accounting. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. Investments are reported at fair value.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

**C. Proportionate share of net pension liability**

The following table shows the Plan’s proportionate share of the net pension liability over the measurement period.

	<b>Increase (Decrease)</b>		
	Plan Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Plan Net Pension Liability (c) = (a) - (b)
Balance at: 6/30/2020 (Valuation Date)	\$ 26,214,266	\$ 19,068,962	\$ 7,145,304
Balance at: 6/30/2021 (Measurement Date)	27,491,247	23,521,661	3,969,586
Net Changes during 2020-21	1,276,981	4,452,699	(3,175,718)

Valuation Date (VD), Measurement Date (MD)

The District’s proportion of the net pension liability was determined by CalPERS using the output from the Actuarial Valuation System and the fiduciary net position, as provided in the CalPERS Public Agency Cost-Sharing Allocation Methodology Report, which is a publicly available report that can be obtained at CalPERS’ website, at [www.calpers.ca.gov](http://www.calpers.ca.gov).

The District’s proportionate share of the net pension liability for the Miscellaneous Plan as of the June 30, 2020 and 2021 measurement dates was as follows:

Proportionate share - MD June 30, 2020	0.16940%
Proportionate share - MD June 30, 2021	0.20906%
Change - Increase (Decrease)	0.03966%

***Sensitivity of the proportionate share of the Net Pension Liability to changes in the discount rate***

The following presents the District’s proportionate share of the net pension liability of the Miscellaneous Plan as of the measurement date, calculated using the discount rate of 7.15 percent, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15 percent) or 1 percentage-point higher (8.15 percent) than the current rate:

	<b>Discount Rate - 1% (6.15%)</b>	<b>Current Discount Rate (7.15%)</b>	<b>Discount Rate + 1% (8.15%)</b>
Plan's Net Pension Liability	\$ 7,599,280	\$ 3,969,586	\$ 968,969

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

***Amortization of deferred outflows and deferred inflows of resources***

Under GASB 68, gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Net Difference between projected and actual earnings on pension plan investments	5 year straight-line amortization
All other amounts	Straight-line amortization over the expected average remaining service lives (EARSL) of all members that are provided with benefits (active, inactive and retired) as of the beginning of the measurement period

The expected average remaining service lifetime (EARSL) is calculated by dividing the total future service years by the total number of plan participants (active, inactive, and retired) in the Public Agency Cost-Sharing Multiple-Employer Plan (PERF C).

The EARSL for PERF C for the measurement period ending June 30, 2021 is 3.7 years, which was obtained by dividing the total service years of 561,622 (the sum of remaining service lifetimes of the active employees) by 150,548 (the total number of participants: active, inactive, and retired) in PERF C. Inactive employees and retirees have remaining service lifetimes equal to 0. Total future service is based on the members' probability of decrementing due to an event other than receiving a cash refund.

**D. Pension expense and deferred outflows and deferred inflows of resources related to pensions**

As of the start of the measurement period (July 1, 2020), the District's net pension liability was \$7,145,304. For the measurement period ending June 30, 2021 (the measurement date), the District incurred a pension expense of \$1,555,074.



**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 7: DEFINED BENEFIT PENSION PLAN, (CONTINUED)**

As of June 30, 2021, the District has deferred outflows and deferred inflows of resources related to pensions as follows:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences Between Expected and Actual Experience	\$ 445,146	\$ -
Difference Between Projected and Actual Earnings on Pension Plan Investments	-	3,465,238
Change in Employer's Proportion	-	397,236
Difference in Actual vs Projected Contributions	213,733	10,288
Pension Contributions Subsequent to Measurement Date	970,494	-
<b>Total</b>	<b>\$ 1,629,373</b>	<b>\$ 3,872,762</b>

The amounts above are net of outflows and inflows recognized in the 2020-21 measurement period expense. Contributions subsequent to the measurement date of \$970,494 reported with deferred outflows of resources will be recognized as a reduction of the net pension liability in the upcoming fiscal year. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in future pension expense as follows:

<b>Fiscal Year Ended December 31:</b>	<b>Deferred Outflows/(Inflows) of Resources</b>
2023	\$ (673,089)
2024	(747,622)
2025	(835,559)
2026	(957,613)
2027	-

**E. Payable to the pension plan**

At June 30, 2022, the District reported a payable of \$-0- for the outstanding amount of contributions to the pension plan required for the year then ended.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 8: NET POSITION CLASSIFICATIONS**

Net position in the statement of net position is classified as (1) net investment in capital assets, (2) restricted, or (3) unrestricted. The details of net position as of June 30, 2022 are presented below:

	<u>Water</u>	<u>Sewer</u>	<u>Balance</u>
Net investment in capital assets:			
Capital assets, net of accumulated depreciation	\$ 65,088,562	\$ 70,068,817	\$ 135,157,379
Less capital related debt balances	<u>(450,754)</u>	<u>(7,181,526)</u>	<u>(7,632,280)</u>
Total net investment in capital assets	<u>64,637,808</u>	<u>62,887,291</u>	<u>127,525,099</u>
Restricted for:			
Debt reserve	<u>-</u>	<u>302,510</u>	<u>302,510</u>
Total restricted	<u>-</u>	<u>302,510</u>	<u>302,510</u>
Unrestricted:			
Designated for:			
Capital reserve	25,413,946 *	14,734,887	40,148,833
Self-insurance	108,000	42,000	150,000
Undesignated	<u>-</u>	<u>3,743,756</u>	<u>3,743,756</u>
Total unrestricted	<u>25,521,946</u>	<u>18,520,643</u>	<u>44,042,589</u>
Total net position	<u>\$ 90,159,754</u>	<u>\$ 81,710,444</u>	<u>\$ 171,870,198</u>

\*Targeted Water capital reserve designated by the board was \$25,837,838 as of June 30, 2022. However, only \$25,413,946 was available to be designated.

**NOTE 9: DEFERRED COMPENSATION AGREEMENT**

The District offers its employees a deferred compensation plan (DC Plan) created in accordance with Internal Revenue Code Section 457. The DC Plan, available to all of the District employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or an unforeseeable emergency.

All amounts of compensation deferred under the DC Plan are held in trust and are not subject to the creditors of the District. Accordingly, the assets and liabilities of the DC Plan are not reflected on these financial statements.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 10: COMMITMENTS AND CONTINGENCIES**

***Grant awards***

The District has received funds for specific purposes that are subject to review and audit by the grantors. Although such audits could generate expenditure disallowances under terms of the grants or contracts, management believes that any required reimbursements will not be material.

***Litigation***

Legal claims and lawsuits arise from time to time in the normal course of business, which, in the opinion of management, will have no material effect on the District's financial position.

***Refunding agreements***

Refunding agreements are amounts due to developers for water and sewer systems donated to the District. Refunds are based on new connections to each system. The District is not liable for amounts not refunded at the expiration of an agreement.

The District has entered into agreements to partially reimburse developers for payments made to construct water and/or sewer lines donated to the District. Reimbursements are made from the front footage charges collected by the District when new connections are made to the lines.

**NOTE 11: RISK MANAGEMENT**

The District is exposed to various risks of loss related to torts: theft of, damage to and destruction of assets; errors and omissions; and natural disasters. It is a member of the Association of California Water Agencies Joint Powers Insurance Authority (Insurance Authority). The Insurance Authority is a risk-pooling, self-insurance authority, created under the provisions of California Government Code Sections 6500 et. seq. The purpose of the Insurance Authority is to arrange and administer programs of insurance for the pooling of self-insured losses and to purchase excess insurance coverage.

On June 30, 2022, the District participated in the self-insurance program of the Insurance Authority as follows:

*Property Loss* – The Insurance Authority has pooled self-insurance up to \$100,000 per occurrence and has purchased excess insurance coverage up to \$500,000,000 (total insurable value of \$7,386,985), with deductibles ranging from \$2,500 to \$100,000.

*General, Auto and Public Officials Errors and Omissions Liability* – The Insurance Authority has pooled self-insurance up to \$5,000,000 and has purchased excess insurance coverage up to \$55,000,000.

**Notes to Financial Statements  
For the Fiscal Year Ended June 30, 2022**

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**NOTE 11: RISK MANAGEMENT, (CONTINUED)**

*Cyber Liability* – The Insurance Authority has pooled self-insurance up to \$3,000,000 per occurrence subject to a \$5,000,000 aggregate limit.

*Fidelity: Public Employee Dishonesty, Forgery or Alteration, Computer Fraud & ERISA* – The Insurance Authority has pooled self-insurance up to \$1,000,000 per occurrence, with \$1,000 deductible.

*Workers' Compensation* – The Insurance Authority has pooled self-insurance up to \$2,000,000 each for workers' compensation and employers' liability. The employers' liability is insured up to \$2,000,000, in excess of \$2,000,000 Self-Insured Retention. Workers' compensation is insured up to the statutory limit.

There were no settlements in excess of the insurance coverage in any of the three prior fiscal years.

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**Required Supplementary Information**

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**Schedule of the District's Proportionate Share of the Net Pension Liability and Related Ratios as of the Measurement Date Last 10 Years\***

Measurement date	Employer's proportion of the collective net pension liability <sup>1</sup>	Employer's proportionate share of the collective net pension liability	Covered payroll	Employer's proportionate share of the collective net pension liability as a percentage of the employer's covered payroll	Pension plan's fiduciary net position as a percentage of the total pension liability
June 30, 2015	0.085197%	\$ 5,847,823	\$ 2,604,796	224.50%	69.65%
June 30, 2016	0.076692%	6,636,212	2,583,022	256.92%	67.04%
June 30, 2017	0.072935%	7,233,188	2,828,491	255.73%	67.25%
June 30, 2018	0.070742%	6,816,901	3,130,723	217.74%	70.50%
June 30, 2019	0.068262%	6,994,867	3,321,379	210.60%	71.39%
June 30, 2020	0.065671%	7,145,304	3,803,501	187.86%	72.74%
June 30, 2021	0.073398%	3,969,586	4,042,901	98.19%	85.56%

<sup>1</sup> Proportion of the collective net pension liability represents the plan's proportion of PERF C, which includes both the Miscellaneous and Safety Risk Pools excluding the 1959 Survivors Risk Pool.

\* Historical information is required only for measurement periods for which it is applicable. Future years' information will be displayed up to 10 years as information becomes available.



**Schedule of Pension Plan Contributions  
Last 10 Years\***

Fiscal year	Actuarially determined contribution	Contributions in relation to the actuarially determined contribution	Contribution deficiency (excess)	Covered payroll	Contributions as a Percentage of Covered Payroll
June 30, 2016	\$ 810,210	\$ (810,210)	\$ -	\$ 2,583,022	31.37%
June 30, 2017	879,168	(879,168)	-	2,828,491	31.08%
June 30, 2018	953,145	(953,145)	-	3,130,723	30.44%
June 30, 2019	1,027,933	(1,027,933)	-	3,321,379	30.95%
June 30, 2020	1,167,827	(1,167,827)	-	3,803,501	30.70%
June 30, 2021	911,046	(911,046)	-	4,042,901	22.53%
June 30, 2022	970,494	(970,494)	-	4,066,480	23.87%

**Notes to Schedule:**

Changes in Benefit Terms: There were no changes to benefit terms that applied to all members of the Public Agency Pool. Additionally, the figures above do not include any liability impact that may have resulted from Golden Handshakes that occurred after the June 30, 2020 valuation date, unless the liability impact is deemed to be material to the Public Agency Pool.

Changes in Assumptions: There were no assumption changes for 2021. For 2020, the Plan adopted a new amortization policy effective with the 2019 actuarial valuation. The new amortization policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount. In addition, the new policy does not utilize a five-year ramp-up and ramp-down on UAL bases attributable to assumption changes and non-investment gains/losses. The new policy also does not utilize a five-year ramp-down on investment gains/losses. These changes apply only to new UAL bases established on or after June 30, 2019. There were no changes in assumptions in 2019. In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate in 2019. In 2017, the accounting discount rate was reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes in the discount rate. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense). In 2014, amounts reported were based on the 7.5 percent discount rate.

\* Historical information is required only for measurement periods for which it is applicable. Future years' information will be displayed up to 10 years as information becomes available.

**Supplementary Information**

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**Schedule of Operating Expenses by Natural Classification  
For the Year Ended June 30, 2022**

	Water	Sewer	Total
<b>OPERATING EXPENSES</b>			
Salaries and wages	\$ 2,870,894	\$ 1,545,852	\$ 4,416,746
Employee benefits	2,145,085	1,103,108	3,248,193
Bank and administrative charges	114,177	52,888	167,065
Materials and supplies	698,979	213,369	912,348
Equipment rental	3,295	1,526	4,821
Outside services	1,136,722	1,075,868	2,212,590
Ground water replenishment fees	52,902	-	52,902
Utilities	1,695,543	314,145	2,009,688
Directors' fees	19,668	9,110	28,778
Engineering	51,565	-	51,565
Insurance	150,168	69,559	219,727
Penalties	22,034	10,206	32,240
Professional services	695,904	322,347	1,018,251
Office expense	51,749	23,970	75,719
Repairs and maintenance	16,568	6,101	22,669
Standby reports	8,855	2,645	11,500
Dues and subscriptions	2,517	2,414	4,931
Permits	49,831	84,178	134,009
Training and conferences	46,472	22,365	68,837
Depreciation	2,300,478	1,794,225	4,094,703
 Total operating expenses	 \$ 12,133,406	 \$ 6,653,876	 \$ 18,787,282

**Schedule of Principal and Interest Repayments**  
**Note Payable - Assessment District #4 Special Assessment Bonds, Series R-1**

---

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 4,000
7/2/22	11.375%	228	4,000	4,228	-
		<u>\$ 228</u>	<u>\$ 4,000</u>	<u>\$ 4,228</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments**  
**Note Payable - Assessment District #7 Special Assessment Bonds**

---

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 45,000
7/2/22	7.250%	1,631	14,000	15,631	31,000
1/2/23	7.250%	1,123	-	1,123	31,000
7/2/23	7.250%	1,123	15,000	16,123	16,000
1/2/24	7.250%	580	-	580	16,000
7/2/24	7.250%	580	16,000	16,580	-
		<u>\$ 5,037</u>	<u>\$ 45,000</u>	<u>\$ 50,037</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments**  
**Note Payable – Certificated of Participation – United States Department of Agriculture**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 238,001
8/1/22	4.500%	5,355	-	5,355	238,001
2/1/23	4.500%	5,355	8,200	13,555	229,801
8/1/23	4.500%	5,171	-	5,171	229,801
2/1/24	4.500%	5,171	8,600	13,771	221,201
8/1/24	4.500%	4,977	-	4,977	221,201
2/1/25	4.500%	4,977	8,900	13,877	212,301
8/1/25	4.500%	4,777	-	4,777	212,301
2/1/26	4.500%	4,777	9,400	14,177	202,901
8/1/26	4.500%	4,565	-	4,565	202,901
2/1/27	4.500%	4,565	9,800	14,365	193,101
8/1/27	4.500%	4,345	-	4,345	193,101
2/1/28	4.500%	4,345	10,200	14,545	182,901
8/1/28	4.500%	4,115	-	4,115	182,901
2/1/29	4.500%	4,115	10,700	14,815	172,201
8/1/29	4.500%	3,875	-	3,875	172,201
2/1/30	4.500%	3,875	11,100	14,975	161,101
8/1/30	4.500%	3,625	-	3,625	161,101
2/1/31	4.500%	3,625	11,600	15,225	149,501
8/1/31	4.500%	3,364	-	3,364	149,501
2/1/32	4.500%	3,364	12,200	15,564	137,301
8/1/32	4.500%	3,089	-	3,089	137,301
2/1/33	4.500%	3,089	12,700	15,789	124,601
8/1/33	4.500%	2,804	-	2,804	124,601
2/1/34	4.500%	2,804	13,300	16,104	111,301
8/1/34	4.500%	2,504	-	2,504	111,301
2/1/35	4.500%	2,504	13,900	16,404	97,401
8/1/35	4.500%	2,192	-	2,192	97,401
2/1/36	4.500%	2,192	14,500	16,692	82,901
8/1/36	4.500%	1,865	-	1,865	82,901
2/1/37	4.500%	1,865	15,200	17,065	67,701
8/1/37	4.500%	1,523	-	1,523	67,701
2/1/38	4.500%	1,523	15,800	17,323	51,901
8/1/38	4.500%	1,168	-	1,168	51,901
2/1/39	4.500%	1,168	16,500	17,668	35,401
8/1/39	4.500%	797	-	797	35,401
2/1/40	4.500%	797	17,300	18,097	18,101
8/1/40	4.500%	407	-	407	18,101
2/1/41	4.500%	407	18,101	18,508	-
		<u>\$ 121,036</u>	<u>\$ 238,001</u>	<u>\$ 359,037</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments**  
**Note Payable – Installment Sale Agreement**  
**Assessment District #12, Phase I and Phase II - Refinance**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 1,225,518
9/21/22	2.90%	17,770	127,230	145,000	1,098,288
3/21/23	2.90%	15,925	129,075	145,000	969,213
9/21/23	2.90%	14,054	130,946	145,000	838,267
3/21/24	2.90%	12,155	132,845	145,000	705,422
9/21/24	2.90%	10,229	134,771	145,000	570,651
3/21/25	2.90%	8,274	136,726	145,000	433,925
9/21/25	2.90%	6,292	138,708	145,000	295,217
3/21/26	2.90%	4,281	140,719	145,000	154,498
9/21/26	2.90%	2,240	50,760	53,000	103,738
3/21/27	2.90%	1,504	51,496	53,000	52,242
9/21/27	2.90%	758	52,242	53,000	-
		<u>\$ 93,482</u>	<u>\$ 1,225,518</u>	<u>\$ 1,319,000</u>	<u>\$ -</u>



**Schedule of Principal and Interest Repayments**  
**Note Payable – Installment Sale Agreement**  
**Mission Creek – 80 Acres**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 212,753
12/7/22	4.190%	4,465	7,726	12,191	205,027
6/7/23	4.190%	4,303	7,888	12,191	197,139
12/7/23	4.190%	4,138	8,053	12,191	189,086
6/7/24	4.190%	3,969	8,222	12,191	180,864
12/7/24	4.190%	3,797	8,394	12,191	172,470
6/7/25	4.190%	3,621	8,570	12,191	163,900
12/7/25	4.190%	3,442	8,749	12,191	155,151
6/7/26	4.190%	3,259	8,932	12,191	146,219
12/7/26	4.190%	3,071	9,120	12,191	137,099
6/7/27	4.190%	2,880	9,311	12,191	127,788
12/7/27	4.190%	2,685	9,506	12,191	118,282
6/7/28	4.190%	2,486	9,705	12,191	108,577
12/7/28	4.190%	2,283	9,908	12,191	98,669
6/7/29	4.190%	2,075	10,116	12,191	88,553
12/7/29	4.190%	1,863	10,328	12,191	78,225
6/7/30	4.190%	1,647	10,544	12,191	67,681
12/7/30	4.190%	1,426	10,765	12,191	56,916
6/7/31	4.190%	1,201	10,990	12,191	45,926
12/7/31	4.190%	1,078	11,113	12,191	34,813
6/7/32	4.190%	710	11,481	12,191	23,332
12/7/32	4.190%	568	11,623	12,191	11,709
6/7/33	4.190%	482	11,709	12,191	-
		<u>\$ 55,449</u>	<u>\$ 212,753</u>	<u>\$ 268,202</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments  
 State Revolving Fund Assessment District #12, Phase IV**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 3,160,201
1/31/23	2.200%	69,525	232,985	302,510	2,927,216
1/31/24	2.200%	64,399	238,111	302,510	2,689,105
1/31/25	2.200%	59,160	243,350	302,510	2,445,755
1/31/26	2.200%	53,807	248,703	302,510	2,197,052
1/31/27	2.200%	48,335	254,175	302,510	1,942,877
1/31/28	2.200%	42,743	259,767	302,510	1,683,110
1/31/29	2.200%	37,029	265,481	302,510	1,417,629
1/31/30	2.200%	31,188	271,322	302,510	1,146,307
1/31/31	2.200%	25,219	277,291	302,510	869,016
1/31/32	2.200%	19,118	283,392	302,510	585,624
1/31/33	2.200%	12,884	289,626	302,510	295,998
1/31/34	2.200%	6,512	295,998	302,510	-
		<u>\$ 469,919</u>	<u>\$ 3,160,201</u>	<u>\$ 3,630,120</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments  
 Note Payable – Installment Sale Agreement  
 Assessment District #12, Phase V**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 835,463
9/2/22	4.100%	17,127	28,796	45,923	806,667
3/2/23	4.100%	16,537	29,386	45,923	777,281
9/2/23	4.100%	15,935	29,988	45,923	747,293
3/2/24	4.100%	15,320	30,603	45,923	716,690
9/2/24	4.100%	14,692	31,231	45,923	685,459
3/2/25	4.100%	14,052	31,871	45,923	653,588
9/2/25	4.100%	13,399	32,524	45,923	621,064
3/2/26	4.100%	12,732	33,191	45,923	587,873
9/2/26	4.100%	12,051	33,872	45,923	554,001
3/2/27	4.100%	11,358	34,565	45,923	519,436
9/2/27	4.100%	10,648	35,275	45,923	484,161
3/2/28	4.100%	9,926	35,997	45,923	448,164
9/2/28	4.100%	9,188	36,735	45,923	411,429
3/2/29	4.100%	8,434	37,489	45,923	373,940
9/2/29	4.100%	7,666	38,257	45,923	335,683
3/2/30	4.100%	6,882	39,041	45,923	296,642
9/2/30	4.100%	6,081	39,842	45,923	256,800
3/2/31	4.100%	5,265	40,658	45,923	216,142
9/2/31	4.100%	4,431	41,492	45,923	174,650
3/2/32	4.100%	3,581	42,342	45,923	132,308
9/2/32	4.100%	2,712	43,211	45,923	89,097
3/2/33	4.100%	1,827	44,096	45,923	45,001
9/2/33	4.100%	922	45,001	45,923	-
		<u>\$ 220,766</u>	<u>\$ 835,463</u>	<u>\$ 1,056,229</u>	<u>\$ -</u>

**Schedule of Principal and Interest Repayments**  
**Note Payable – Installment Sale Agreement**  
**Assessment District #12, Phase VI**

Date	Interest Rate	Interest Due	Principal Payment	Total Debt Service	Balance Principal Unpaid
6/30/22		\$ -	\$ -	\$ -	\$ 1,911,344
9/2/22	3.950%	37,749	59,864	97,613	1,851,480
3/2/23	3.950%	36,567	61,046	97,613	1,790,434
9/2/23	3.950%	35,361	62,252	97,613	1,728,182
3/2/24	3.950%	34,132	63,481	97,613	1,664,701
9/2/24	3.950%	32,878	64,735	97,613	1,599,966
3/2/25	3.950%	31,600	66,013	97,613	1,533,953
9/2/25	3.950%	30,296	67,317	97,613	1,466,636
3/2/26	3.950%	28,966	68,647	97,613	1,397,989
9/2/26	3.950%	27,610	70,003	97,613	1,327,986
3/2/27	3.950%	26,228	71,385	97,613	1,256,601
9/2/27	3.950%	24,818	72,795	97,613	1,183,806
3/2/28	3.950%	23,380	74,233	97,613	1,109,573
9/2/28	3.950%	21,914	75,699	97,613	1,033,874
3/2/29	3.950%	20,419	77,194	97,613	956,680
9/2/29	3.950%	18,894	956,680	975,574	-
		<u>\$ 430,812</u>	<u>\$ 1,911,344</u>	<u>\$ 2,342,156</u>	<u>\$ -</u>

**Statistical Section**

# AGENDA STAFF REPORT



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

**MEETING DATE(S):** MARCH 16 & 20, 2023

**FROM:** KURT KETTENACKER, IT MANAGER

**FOR:** ACTION  DIRECTION  INFORMATION

## ESRI SMALL UTILITY ENTERPRISE AGREEMENT FOR GIS SERVICES

### STAFF RECOMMENDATION

It is recommended to approve the ESRI Small Utility Enterprise Agreement, at an amount of \$28,400 per year for a contract period of 3 years.

### SUMMARY

The ESRI Small Utility Enterprise Agreement (SUEA) will provide access to a powerful geographic information system (GIS) platform that supplies the software, licensing, services, and resources required to begin building our GIS infrastructure. This infrastructure will enable us to advance our asset management and work order platforms and directly integrate with other systems. With this agreement, we will have access to a powerful GIS platform that will allow us to improve our decision-making processes, enhance our operational efficiency, and ultimately improve customer service.

### ANALYSIS

As we have between 10K-50K meters served, we qualify for Program Level 2 at a cost of \$28,400.00/year with a 3-year commitment.

Since the SUEA includes software licensing that we already need for existing projects, it will save the District roughly \$7,000 to \$12,000 that it would otherwise need to spend, while providing far more value in allowing us to license additional users for these projects, increasing access to data and improving collaboration.

The other components of the SUEA will enable the setup of an ArcGIS Enterprise and ArcGIS Online environments which will improve the District's centralized GIS data management, scalability, security, collaboration, customization, integration, and cost-effectiveness. This will enable MSWD to begin building and integrating systems for better asset management, field intelligence, work order management, and eventually making more useful data directly available to our customers. The ESRI SUEA is the first required component for the initiation of these projects.

### ATTACHMENTS

ESRI Quotation # Q-487672

Cost Guide



# Quotation # Q-487672

Item 11.

Date: January 4, 2023

Customer # 269297 Contract #

Mission Springs Water District  
66575 2nd St  
Desert Hot Springs, CA 92240-3711

ATTENTION: Lee Boyer  
PHONE: 7602752339  
EMAIL: lboyer@mswd.org

Environmental Systems Research Institute, Inc.  
380 New York St  
Redlands, CA 92373-8100  
Phone: (909) 793-2853  
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.  
Quote is valid from: 1/4/2023 To: 4/4/2023

Material	Qty	Term	Unit Price	Total
168089	1	Year 1	\$28,400.00	\$28,400.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				
168089	1	Year 2	\$28,400.00	\$28,400.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				
168089	1	Year 3	\$28,400.00	\$28,400.00
Meter Counts 10,001 to 50,000 Small Utility Enterprise Agreement Annual Subscription				

Subtotal:	\$85,200.00
Sales Tax:	\$0.00
Estimated Shipping and Handling (2 Day Delivery):	\$0.00
Contract Price Adjust:	\$0.00
<b>Total:</b>	<b>\$85,200.00</b>

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

<b>For questions contact:</b> Suzanne Timani	<b>Email:</b> stimani@esri.com	<b>Phone:</b> (909) 793-2853 x1627
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



# Quotation # Q-487672

Item 11.

Date: January 4, 2023

Environmental Systems Research Institute, Inc.  
380 New York St  
Redlands, CA 92373-8100  
Phone: (909) 793-2853  
DUNS Number: 06-313-4175 CAGE Code: OAMS3

Customer # 269297 Contract #  
Mission Springs Water District  
66575 2nd St  
Desert Hot Springs, CA 92240-3711

To expedite your order, please attach a copy of this quotation to your purchase order.  
Quote is valid from: 1/4/2023 To: 4/4/2023

ATTENTION: Lee Boyer  
PHONE: 7602752339  
EMAIL: lboyer@mswd.org

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$\_\_\_\_\_, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

I agree to pay any applicable sales tax.

I am tax exempt, please contact me if exempt information is not currently on file with Esri.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title

The quotation information is proprietary and may not be copied or released other than for the express purpose of system selection and purchase/license. This information may not be given to outside parties or used for any other purpose without consent from Environmental Systems Research Institute, Inc. (Esri).

Any estimated sales and/or use tax reflected on this quote has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state tax directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

<b>For questions contact:</b> Suzanne Timani	<b>Email:</b> stimani@esri.com	<b>Phone:</b> (909) 793-2853 x1627
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The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <https://assets.esri.com/content/dam/esrisites/media/legal/product-specific-terms-of-use/e300.pdf>, and your applicable signed agreement with Esri. If no such agreement covers any item quoted, then Esri's standard terms and conditions found at <https://go.esri.com/MAPS> apply to your purchase of that item. If any item is quoted with a multi-year payment schedule, then unless otherwise stated in this quotation, Customer is required to make all payments without right of cancellation. Third-party data sets included in a quotation as separately licensed items will only be provided and invoiced if Esri is able to provide such data and will be subject to the applicable third-party's terms and conditions. If Esri is unable to provide any such data set, Customer will not be responsible for any further payments for the data set. US Federal government entities and US government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Supplemental terms and conditions found at <https://www.esri.com/en-us/legal/terms/state-supplemental> apply to some US state and local government purchases. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings. Acceptance of this quotation is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. Unless prohibited by law, the quotation information is confidential and may not be copied or released other than for the express purpose of system selection and purchase/license. The information may not be given to outside parties or used for any other purpose without consent from Esri. Delivery is FOB Origin for customers located in the USA.



**Esri Use Only:**

Cust. Name \_\_\_\_\_  
Cust. # \_\_\_\_\_  
PO # \_\_\_\_\_  
Esri Agreement # \_\_\_\_\_

**SMALL ENTERPRISE AGREEMENT  
SMALL UTILITY  
(E215-2)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A  
List of Products**

**Uncapped Quantities**

**Desktop Software and Extensions (Single Use)**

ArcGIS Desktop Advanced  
ArcGIS Desktop Standard  
ArcGIS Desktop Basic  
ArcGIS Desktop Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

**Enterprise Software and Extensions**

ArcGIS Enterprise and Workgroup (Advanced and Standard)  
ArcGIS Monitor  
ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager

**Enterprise Additional Capability Servers**

ArcGIS Image Server

**Developer Tools**

ArcGIS Engine  
ArcGIS Engine Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Engine Geodatabase Update, ArcGIS Network Analyst, ArcGIS Schematics  
ArcGIS Runtime (Standard)  
ArcGIS Runtime Analysis Extension

**Limited Quantities**

One (1) Professional subscription to ArcGIS Developer  
Two (2) ArcGIS CityEngine Single Use Licenses  
50 ArcGIS Online Viewers  
50 ArcGIS Online Creators  
10,000 ArcGIS Online Service Credits  
50 ArcGIS Enterprise Creators  
5 ArcGIS Insights in ArcGIS Enterprise  
5 ArcGIS Insights in ArcGIS Online  
10 ArcGIS Tracker for ArcGIS Enterprise  
10 ArcGIS Tracker for ArcGIS Online  
50 ArcGIS Utility Network User Type Extensions (Enterprise)  
1 ArcGIS Business Analyst Web App Standard (Online)

**OTHER BENEFITS**

Number of Esri User Conference registrations provided annually	<b>2</b>
Number of Tier 1 Help Desk individuals authorized to call Esri	<b>3</b>
Maximum number of sets of backup media, if requested*	<b>2</b>
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

\*Additional sets of backup media may be purchased for a fee

Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("**Ordering Document**"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

**Term of Agreement:** Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

\_\_\_\_\_

(Customer)

By: \_\_\_\_\_  
Authorized Signature

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

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

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

**CUSTOMER CONTACT INFORMATION**

Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Fax: \_\_\_\_\_

City, State, Postal Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Country: \_\_\_\_\_

Quotation Number (if applicable): \_\_\_\_\_

## 1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

**"Case"** means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

**"Deploy", "Deployed" and "Deployment"** mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

**"Fee"** means the fee set forth in the Quotation.

**"Maintenance"** means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

**"Master Agreement"** means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

**"Product(s)"** means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

**"Quotation"** means the offer letter and quotation provided separately to Customer.

**"Technical Support"** means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

**"Tier 1 Help Desk"** means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

**"Tier 1 Support"** means the Technical Support provided by the Tier 1 Help Desk.

**"Tier 2 Support"** means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

## 2.0—ADDITIONAL GRANT OF LICENSE

**2.1 Grant of License.** Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

**2.2 Consultant Access.** Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

## 3.0—TERM, TERMINATION, AND EXPIRATION

**3.1 Term.** This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

**3.2 No Use upon Agreement Expiration or Termination.** All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

**3.3 Termination for a Material Breach.** Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

**3.4 Termination for Lack of Funds.** For an Agreement with government or government-

owned entities, either party may terminate this Agreement before any subsequent year if Customer is unable to secure funding through the legislative or governing body's approval process.

**3.5 Follow-on Term.** If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

## 4.0—PRODUCT UPDATES

**4.1 Future Updates.** Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

**4.2 Product Life Cycle.** During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

## 5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other

than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

### a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

### b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to

supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.

4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.
5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

## 6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

## 7.0—ADMINISTRATIVE REQUIREMENTS

**7.1 OEM Licenses.** Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

**7.2 Annual Report of Deployments.** At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

## 8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

### 8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download,

operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.

- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.

- d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.

**8.2 Order Requirements.** Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.

- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
- b. The following information will be included in each Ordering Document:
  - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
  - (2) Order number
  - (3) Applicable annual payment due

## 9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.



Hello,

Esri is providing the table below for cost comparison between the 'bundle' [Small Utility Enterprise Agreement](#) vs. A La Carte software options. These costs are based on well-established and proven industry patterns across over 4,000 water utility customers in the United States.

SUEA customers immediately qualify to receive a 50% discount on select additional software and a 5% discount on Esri Training.

Based on Mission Springs Water District's meter connections, you fall into Program Level 2 of the SUEA. For a full list of software included with the SUEA, please see the E215-2 section.

SUEA Option	Year 1	Year 2	Year 3	Total
Small Utility Enterprise Agreement	\$28,400	\$28,400	\$28,400	\$85,200
<b>Total</b>	<b>\$28,400</b>	<b>\$28,400</b>	<b>\$28,400</b>	<b>\$85,200</b>
A La Carte-	Year 1	Year 2	Year 3	Total
ArcGIS Enterprise Std.	\$13,200	\$13,200	\$13,200	\$39,600
Staging Server	\$6,600	\$6,600	\$6,600	\$19,800
ArcGIS Desktop Advanced	\$4,600	\$4,600	\$4,600	\$13,800
*ArcGIS Desktop Standard (including Pro)	\$3,300	\$3,300	\$3,300	\$9,900
* 1 Utility Network User, price/person	\$220	\$220	\$220	\$660
*1 ArcGIS Online Creator, price/person	\$550	\$550	\$550	\$1,650
*1 ArcGIS Online Field Worker, price/person	\$385	\$385	\$385	\$1,155
*1 ArcGIS Online Viewer, price/person	\$110	\$110	\$110	\$330
Current Maintenance	\$3,900	\$3,900	\$3,900	\$11,700
<b>Total</b>	<b>\$32,865</b>	<b>\$32,865</b>	<b>\$32,865</b>	<b>\$98,595</b>
<i>* Need more based on number of users</i>				

**Esri Use Only:**

Cust. Name \_\_\_\_\_  
Cust. # \_\_\_\_\_  
PO # \_\_\_\_\_  
Esri Agreement # \_\_\_\_\_

**SMALL ENTERPRISE AGREEMENT  
SMALL UTILITY  
(E215-2)**

This Agreement is by and between the organization identified in the Quotation ("**Customer**") and **Environmental Systems Research Institute, Inc. ("Esri")**.

This Agreement sets forth the terms for Customer's use of Products and incorporates by reference (i) the Quotation and (ii) the Master Agreement. Should there be any conflict between the terms and conditions of the documents that comprise this Agreement, the order of precedence for the documents shall be as follows: (i) the Quotation, (ii) this Agreement, and (iii) the Master Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state in which Customer is located without reference to conflict of laws principles, and the United States of America federal law shall govern in matters of intellectual property. The modifications and additional rights granted in this Agreement apply only to the Products listed in Table A.

**Table A  
List of Products**

**Uncapped Quantities**

**Desktop Software and Extensions** (Single Use)

ArcGIS Desktop Advanced  
ArcGIS Desktop Standard  
ArcGIS Desktop Basic  
ArcGIS Desktop Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager, ArcGIS Data Reviewer

**Enterprise Software and Extensions**

ArcGIS Enterprise and Workgroup (Advanced and Standard)  
ArcGIS Enterprise Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Geostatistical Analyst, ArcGIS Network Analyst, ArcGIS Schematics, ArcGIS Workflow Manager

ArcGIS Monitor

**Enterprise Additional Capability Servers**

ArcGIS Image Server

**Developer Tools**

ArcGIS Engine  
ArcGIS Engine Extensions: ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Engine Geodatabase Update, ArcGIS Network Analyst, ArcGIS Schematics  
ArcGIS Runtime (Standard)  
ArcGIS Runtime Analysis Extension

**Limited Quantities**

One (1) Professional subscription to ArcGIS Developer  
Two (2) Esri CityEngine Single Use Licenses  
50 ArcGIS Online Viewers  
50 ArcGIS Online Creators  
10,000 ArcGIS Online Service Credits  
50 ArcGIS Enterprise Creators  
5 Insights in ArcGIS Enterprise  
5 Insights in ArcGIS Online  
10 Tracker for ArcGIS Enterprise  
10 Tracker for ArcGIS Online  
50 ArcGIS Utility Network User Type Extensions (Enterprise)  
1 Business Analyst Web App

**OTHER BENEFITS**

Number of Esri User Conference Registrations provided annually	<b>2</b>
Number of Tier 1 Help Desk Individuals authorized to call Esri	<b>3</b>
Maximum number of sets of backup media, if requested*	<b>2</b>
Self-Paced e-Learning	<b>Uncapped</b>
Five percent (5%) discount on all individual commercially available instructor-led training classes at Esri facilities purchased outside this Agreement	

\*Additional sets of backup media may be purchased for a fee



Customer may accept this Agreement by signing and returning the whole Agreement with (i) the Quotation attached, (ii) a purchase order, or (iii) another document that matches the Quotation and references this Agreement ("Ordering Document"). **ADDITIONAL OR CONFLICTING TERMS IN CUSTOMER'S PURCHASE ORDER OR OTHER DOCUMENT WILL NOT APPLY, AND THE TERMS OF THIS AGREEMENT WILL GOVERN.** This Agreement is effective as of the date of Esri's receipt of an Ordering Document, unless otherwise agreed to by the parties ("**Effective Date**").

**Term of Agreement:** Three (3) years

This Agreement supersedes any previous agreements, proposals, presentations, understandings, and arrangements between the parties relating to the licensing of the Products. Except as provided in Article 4—Product Updates, no modifications can be made to this Agreement.

Accepted and Agreed:

\_\_\_\_\_  
(Customer)

By: \_\_\_\_\_  
Authorized Signature

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

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

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

**CUSTOMER CONTACT INFORMATION**

Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Fax: \_\_\_\_\_

City, State, Postal Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Country: \_\_\_\_\_

Quotation Number (if applicable): \_\_\_\_\_

## 1.0—ADDITIONAL DEFINITIONS

In addition to the definitions provided in the Master Agreement, the following definitions apply to this Agreement:

**"Case"** means a failure of the Software or Online Services to operate according to the Documentation where such failure substantially impacts operational or functional performance.

**"Deploy", "Deployed" and "Deployment"** mean to redistribute and install the Products and related Authorization Codes within Customer's organization(s).

**"Fee"** means the fee set forth in the Quotation.

**"Maintenance"** means Tier 2 Support, Product updates, and Product patches provided to Customer during the Term of Agreement.

**"Master Agreement"** means the applicable master agreement for Esri Products incorporated by this reference that is (i) found at <https://www.esri.com/en-us/legal/terms/full-master-agreement> and available in the installation process requiring acceptance by electronic acknowledgment or (ii) a signed Esri master agreement or license agreement that supersedes such electronically acknowledged master agreement.

**"Product(s)"** means the products identified in Table A—List of Products and any updates to the list Esri provides in writing.

**"Quotation"** means the offer letter and quotation provided separately to Customer.

**"Technical Support"** means the technical assistance for attempting resolution of a reported Case through error correction, patches, hot fixes, workarounds, replacement deliveries, or any other type of Product corrections or modifications.

**"Tier 1 Help Desk"** means Customer's point of contact(s) to provide all Tier 1 Support within Customer's organization(s).

**"Tier 1 Support"** means the Technical Support provided by the Tier 1 Help Desk.

**"Tier 2 Support"** means the Esri Technical Support provided to the Tier 1 Help Desk when a Case cannot be resolved through Tier 1 Support.

## 2.0—ADDITIONAL GRANT OF LICENSE

**2.1 Grant of License.** Subject to the terms and conditions of this Agreement, Esri grants to Customer a personal, nonexclusive, nontransferable license solely to use, copy, and Deploy quantities of the Products listed in Table A—List of Products for the Term of Agreement (i) for the applicable Fee and (ii) in accordance with the Master Agreement.

**2.2 Consultant Access.** Esri grants Customer the right to permit Customer's consultants or contractors to use the Products exclusively for Customer's benefit. Customer will be solely responsible for compliance by consultants and contractors with this Agreement and will ensure that the consultant or contractor discontinues use of Products upon completion of work for Customer. Access to or use of Products by consultants or contractors not exclusively for Customer's benefit is prohibited. Customer may not permit its consultants or contractors to install Software or Data on consultant, contractor, or third-party computers or remove Software or Data from Customer locations, except for the purpose of hosting the Software or Data on Contractor servers for the benefit of Customer.

## 3.0—TERM, TERMINATION, AND EXPIRATION

**3.1 Term.** This Agreement and all licenses hereunder will commence on the Effective Date and continue for the duration identified in the Term of Agreement, unless this Agreement is terminated earlier as provided herein. Customer is only authorized to use Products during the Term of Agreement. For an Agreement with a limited term, Esri does not grant Customer an indefinite or a perpetual license to Products.

**3.2 No Use upon Agreement Expiration or Termination.** All Product licenses, all Maintenance, and Esri User Conference registrations terminate upon expiration or termination of this Agreement.

**3.3 Termination for a Material Breach.** Either party may terminate this Agreement for a material breach by the other party. The breaching party will have thirty (30) days from the date of written notice to cure any material breach.

**3.4 Termination for Lack of Funds.** For an Agreement with government or government-owned entities, either party may terminate this Agreement before any subsequent year if

Customer is unable to secure funding through the legislative or governing body's approval process.

**3.5 Follow-on Term.** If the parties enter into another agreement substantially similar to this Agreement for an additional term, the effective date of the follow-on agreement will be the day after the expiration date of this Agreement.

## 4.0—PRODUCT UPDATES

**4.1 Future Updates.** Esri reserves the right to update the list of Products in Table A—List of Products by providing written notice to Customer. Customer may continue to use all Products that have been Deployed, but support and upgrades for deleted items may not be available. As new Products are incorporated into the standard program, they will be offered to Customer via written notice for incorporation into the Products schedule at no additional charge. Customer's use of new or updated Products requires Customer to adhere to applicable additional or revised terms and conditions in the Master Agreement.

**4.2 Product Life Cycle.** During the Term of Agreement, some Products may be retired or may no longer be available to Deploy in the identified quantities. Maintenance will be subject to the individual Product Life Cycle Support Status and Product Life Cycle Support Policy, which can be found at <https://support.esri.com/en/other-resources/product-life-cycle>. Updates for Products in the mature and retired phases may not be available. Customer may continue to use Products already Deployed, but Customer will not be able to Deploy retired Products.

## 5.0—MAINTENANCE

The Fee includes standard maintenance benefits during the Term of Agreement as specified in the most current applicable Esri Maintenance and Support Program document (found at <https://www.esri.com/en-us/legal/terms/maintenance>). At Esri's sole discretion, Esri may make patches, hot fixes, or updates available for download. No Software other than the defined Products will receive Maintenance. Customer may acquire maintenance for other Software outside this Agreement.

### a. Tier 1 Support

1. Customer will provide Tier 1 Support through the Tier 1 Help Desk to all Customer's authorized users.
2. The Tier 1 Help Desk will be fully trained in the Products.
3. At a minimum, Tier 1 Support will include those activities that assist the user in resolving how-to and operational questions as well as questions on installation and troubleshooting procedures.
4. The Tier 1 Help Desk will be the initial point of contact for all questions and reporting of a Case. The Tier 1 Help Desk will obtain a full description of each reported Case and the system configuration from the user. This may include obtaining any customizations, code samples, or data involved in the Case.
5. If the Tier 1 Help Desk cannot resolve the Case, an authorized Tier 1 Help Desk individual may contact Tier 2 Support. The Tier 1 Help Desk will provide support in such a way as to minimize repeat calls and make solutions to problems available to Customer's organization.
6. Tier 1 Help Desk individuals are the only individuals authorized to contact Tier 2 Support. Customer may change the Tier 1 Help Desk individuals by written notice to Esri.

### b. Tier 2 Support

1. Tier 2 Support will log the calls received from Tier 1 Help Desk.
2. Tier 2 Support will review all information collected by and received from the Tier 1 Help Desk including preliminary documented troubleshooting provided by the Tier 1 Help Desk when Tier 2 Support is required.
3. Tier 2 Support may request that Tier 1 Help Desk individuals provide verification of information, additional information, or answers to additional questions to supplement any preliminary information gathering or troubleshooting performed by Tier 1 Help Desk.
4. Tier 2 Support will attempt to resolve the Case submitted by Tier 1 Help Desk.

5. When the Case is resolved, Tier 2 Support will communicate the information to Tier 1 Help Desk, and Tier 1 Help Desk will disseminate the resolution to the user(s).

## 6.0—ENDORSEMENT AND PUBLICITY

This Agreement will not be construed or interpreted as an exclusive dealings agreement or Customer's endorsement of Products. Either party may publicize the existence of this Agreement.

## 7.0—ADMINISTRATIVE REQUIREMENTS

**7.1 OEM Licenses.** Under Esri's OEM or Solution OEM programs, OEM partners are authorized to embed or bundle portions of Esri products and services with their application or service. OEM partners' business model, licensing terms and conditions, and pricing are independent of this Agreement. Customer will not seek any discount from the OEM partner or Esri based on the availability of Products under this Agreement. Customer will not decouple Esri products or services from the OEM partners' application or service.

**7.2 Annual Report of Deployments.** At each anniversary date and ninety (90) calendar days prior to the expiration of this Agreement, Customer will provide Esri with a written report detailing all Deployments. Upon request, Customer will provide records sufficient to verify the accuracy of the annual report.

## 8.0—ORDERING, ADMINISTRATIVE PROCEDURES, DELIVERY, AND DEPLOYMENT

### 8.1 Orders, Delivery, and Deployment

- a. Upon the Effective Date, Esri will invoice Customer and provide Authorization Codes to activate the nondestructive copy protection program that enables Customer to download, operate, or allow access to the Products. If this is a multi-year Agreement, Esri may invoice the Fee up to thirty (30) calendar days before the annual anniversary date for each year.
- b. Undisputed invoices will be due and payable within thirty (30) calendar days from the date of invoice. Esri reserves the right to suspend Customer's access to and use of Products if

Customer fails to pay any undisputed amount owed on or before its due date. Esri may charge Customer interest at a monthly rate equal to the lesser of one percent (1.0%) per month or the maximum rate permitted by applicable law on any overdue fees plus all expenses of collection for any overdue balance that remains unpaid ten (10) days after Esri has notified Customer of the past-due balance.

- c. Esri's federal ID number is 95-2775-732.
  - d. If requested, Esri will ship backup media to the ship-to address identified on the Ordering Document, FOB Destination, with shipping charges prepaid. Customer acknowledges that should sales or use taxes become due as a result of any shipments of tangible media, Esri has a right to invoice and Customer will pay any such sales or use tax associated with the receipt of tangible media.
- 8.2 Order Requirements.** Esri does not require Customer to issue a purchase order. Customer may submit a purchase order in accordance with its own process requirements, provided that if Customer issues a purchase order, Customer will submit its initial purchase order on the Effective Date. If this is a multi-year Agreement, Customer will submit subsequent purchase orders to Esri at least thirty (30) calendar days before the annual anniversary date for each year.
- a. All orders pertaining to this Agreement will be processed through Customer's centralized point of contact.
  - b. The following information will be included in each Ordering Document:
    - (1) Customer name; Esri customer number, if known; and bill-to and ship-to addresses
    - (2) Order number
    - (3) Applicable annual payment due

## 9.0—MERGERS, ACQUISITIONS, OR DIVESTITURES

If Customer is a commercial entity, Customer will notify Esri in writing in the event of (i) a consolidation, merger, or reorganization of Customer with or into another corporation or entity; (ii) Customer's acquisition of another entity; or (iii) a transfer or sale of all or part of Customer's organization (subsections i, ii, and iii, collectively referred to as "**Ownership Change**"). There will be

no decrease in Fee as a result of any Ownership Change.

- 9.1** If an Ownership Change increases the cumulative program count beyond the maximum level for this Agreement, Esri reserves the right to increase the Fee or terminate this Agreement and the parties will negotiate a new agreement.
- 9.2** If an Ownership Change results in transfer or sale of a portion of Customer's organization, that portion of Customer's organization will transfer the Products to Customer or uninstall, remove, and destroy all copies of the Products.
- 9.3** This Agreement may not be assigned to a successor entity as a result of an Ownership Change unless approved by Esri in writing in advance. If the assignment to the new entity is not approved, Customer will require any successor entity to uninstall, remove, and destroy the Products. This Agreement will terminate upon such Ownership Change.

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** MARCH 16 2023 & MARCH 20, 2023

**FROM:** Brian Macy – Assistant General Manager

**FOR:** ACTION  DIRECTION  INFORMATION

## UNITED STATES ARMY CORP OF ENGINEERING SPONSOR SHARE FOR ASSESSMENT DISTRICT 18, AREA A AND AREA G SEWER DESIGN PROJECT

### STAFF RECOMMENDATION

Authorize the General Manager to negotiate and render payment for Mission Springs Water District sponsor share of Assessment District 18, Area A and Area G Sewer Design Project.

### SUMMARY

In a 1996 study, MSWD determined that the migration of wastewater discharged from septic tanks continued to negatively affect regional groundwater quality. Additionally, the study concluded that wastewater discharged from the thousands of individual septic systems, which lie above the Mission Creek and Desert Hot Springs aquifers, poses a significant threat to the public groundwater resources, and recommended the abatement of these individual wastewater disposal systems. In response, the MSWD initiated the Groundwater Quality Protection Program (GQPP). The GQPP involves constructing municipal wastewater collection and treatment systems that will eliminate individual septic systems that overlie the Mission Creek and Desert Hot Springs aquifers. In June 2003, MSWD and the Department of the Army, represented by the U.S. Army Corps of Engineers (USACE), entered into an Agreement for the design of wastewater collection systems within MSWD's service area. MSWD and the USACE have worked successfully since then to fund the design and construction of GQPP septic abatement projects through the USACE's Section 219 Environmental Infrastructure program.

### ANALYSIS

Under the Agreement, the USACE provides funding and administration for the design of sewer projects under the Section 219 program: with USACE contributing 75% of design costs and MSWD contributing 25% of design costs (i.e., MSWD's "sponsor share"). The most recent amendment to the Agreement, Amendment No. 8 (attached hereto) executed in February 2019, include the sewer design for Assessment District 18, Areas A and G. (MSWD Job Number 11618). At the time of the Agreement, the design for Areas A and G cost was estimated at \$1,600,000; with USACE contributing \$1,200,000 and MSWD's sponsor share of \$400,000. MSWD provided its initial sponsor share in 2019 following execution of Amendment No. 8. Following the bid and award of the Area A and G Sewer Design Project by USACE, the actual design cost were higher than expected, resulting in an additional sponsor share required by MSWD

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The USACE has requested MSWD provide an additional \$83,325.00 in sponsor share funding at this time. Of note, the final sponsor share amount is subject to additional negotiation and reconciliation of budgets with USACE at the completion of the project. There are adequate funds within the Capital Project Number 11618 for the \$83,325.00 which is MSWD's share of the costs for design.

### ATTACHEMENTS

USACE Wastewater Collecting System Agreement, Amendment No. 8  
 USACE Request for Non-Federal Funds Letter, dated August 18, 2022

**AMENDMENT NO. 8  
TO  
AGREEMENT  
BETWEEN THE DEPARTMENT OF THE ARMY  
AND  
MISSION SPRINGS WATER DISTRICT  
FOR THE  
CITY OF DESERT HOT SPRINGS  
WASTEWATER COLLECTING SYSTEM DESIGN**

THIS AMENDMENT NO. 8 is entered into this 26<sup>th</sup> day of February, 2019, by and between the Department of the Army (hereinafter the "Government"), represented by the District Engineer, U.S. Army Corps of Engineers, Los Angeles District (hereinafter the "District Engineer"), and the Mission Springs Water District (hereinafter the "Sponsor"), represented by its General Manager.

WITNESSETH, THAT:

WHEREAS, the Government and the Sponsor entered into a Design Agreement (hereinafter the "Agreement") on the 13<sup>th</sup> day of June, 2003, for the design of the City of Desert Hot Springs Wastewater Collecting System (hereinafter the "Project"), pursuant to the authority of Section 219(c) of the Water Resources Development Act of 1992, as amended;

WHEREAS, the Government and the Sponsor amended the Agreement on April 11, 2004 (Amendment No. 1), to increase the scope of work and increase the estimated design cost by \$173,333;

WHEREAS, the Government and the Sponsor amended the Agreement on April 20, 2005 (Amendment No. 2), to increase the scope of work and increase the estimated design cost by \$210,666;

WHEREAS, the Government and the Sponsor amended the Agreement on July 10, 2006 (Amendment No. 3), to increase the scope of work and increase the estimated design cost by \$264,000;

WHEREAS, the Government and the Sponsor amended the Agreement on July 23, 2007 (Amendment No. 4), to increase the scope of work and increase the estimated design cost by \$67,000;

WHEREAS, the Government and the Sponsor amended the Agreement on September 8, 2008 (Amendment No. 5), to increase the scope of work and increase the estimated design cost by \$780,000;

WHEREAS, the Government and the Sponsor amended the Agreement on August 11, 2009 (Amendment No. 6), to increase the scope of work and increase the estimated design cost by \$637,333;

WHEREAS, the Government and the Sponsor amended the Agreement on July 21, 2010 (Amendment No. 7), to increase the scope of work and increase the estimated design cost by \$133,333; and

WHEREAS, the Project received an additional \$1,200,000 in Federal funding under the Fiscal Year 2018 work plan; and

WHEREAS, the Government and the Sponsor desire to amend the Agreement to include design and environmental compliance processing of the Groundwater Quality Protection Program Areas A and G Wastewater Collection Systems, additional design elements of the Project;

NOW, THEREFORE, the parties hereby agree to amend the Agreement as follows:

1. The second sentence of Paragraph a. of ARTICLE II – OBLIGATIONS OF THE PARTIES, is amended to read as follows:

“The design is currently estimated to be completed in twelve (12) months from the effective date of this Amendment No. 8 to the Agreement, substantially in compliance with Article III herein, and in conformity with applicable Federal and State laws and regulations.”

2. Paragraph b. of ARTICLE II – OBLIGATIONS OF THE PARTIES shall be replaced entirely with the following paragraph:

“b. As of the effective date of this Amendment No. 8 to the Agreement, the total Design Cost is projected to be \$4,047,000. The Government shall contribute seventy-five (75) percent of the total Design Cost and the Sponsor shall contribute, in cash, twenty-five (25) percent of the total Design Cost.”

3. The first paragraph of ARTICLE III – SCOPE OF WORK, shall be replaced entirely with the following paragraph:

“The following tasks are required to complete the City of Desert Hot Springs Wastewater Collecting System Design: design and environmental compliance processing of the Groundwater Quality Protection Program Areas A and G Wastewater Collection Systems, as included in the general scope of work provided in Appendix A.”



4. Paragraph a. of ARTICLE IV – METHOD OF PAYMENT, shall be replaced entirely with the following paragraph:

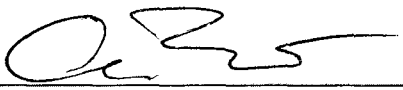
“The Sponsor shall provide, during the design period, cash payments required to meet the Sponsor’s obligations under Article II of this Agreement. The total Design Cost is currently estimated to be \$4,047,000 and the Sponsor’s share of the Design Cost is currently estimated to be \$1,007,000. In order to meet the Sponsor’s cash payment requirements, the Sponsor must provide a cash contribution estimated to be \$400,000. The dollar amounts set forth in this Article are based upon the Government’s best estimates, which will reflect projected costs, price level changes, and anticipated inflation. Such cost estimates are subject to adjustments based on costs actually incurred and are not to be construed as the total financial responsibilities of the Government and the Sponsor.”

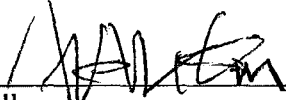
5. All other terms and conditions of the Agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 8, which shall become effective upon the date it is signed by the District Engineer.

**DEPARTMENT OF THE ARMY**

**MISSION SPRINGS WATER DISTRICT**

BY:   
\_\_\_\_\_  
Aaron C. Barta, PMP  
Colonel, U.S. Army  
Commander and District Engineer

BY:   
\_\_\_\_\_  
Arden Wallum  
General Manager  
Mission Springs Water District

DATE: 2/26/19

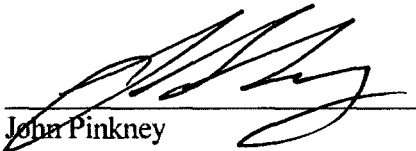
DATE: 2/11/19

Attachment:  
Appendix A – Scope of Work

CERTIFICATE OF AUTHORITY

I, John Pinkney, do hereby certify that I am the principal legal officer for the Mission Springs Water District, that the Mission Springs Water District is a legally constituted public body with full authority and legal capability to perform the terms of the Amendment No. 8 to the Design Agreement between the Department of the Army and the Mission Springs Water District in connection with the City of Desert Hot Springs Wastewater Collecting System Project, and to pay damages, if necessary, in the event of the failure to perform in accordance with the terms of this Amendment, as required by Section 221 of Public Law 91-611, as amended (42 U.S.C. 1962d-5b), and that the person who executed this Amendment on behalf of the Mission Springs Water District acted within his statutory authority.

IN WITNESS WHEREOF, I have made and executed this certification this 11<sup>th</sup> day of Feb. 2019.

  
\_\_\_\_\_  
John Pinkney  
District Legal Counsel  
Mission Springs Water District

CERTIFICATION REGARDING LOBBYING


The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
\_\_\_\_\_  
Arden Wallum  
General Manager  
Mission Springs Water District

DATE: 2/11/19



**DEPARTMENT OF THE ARMY**  
U.S. ARMY CORPS OF ENGINEERS, LOS ANGELES DISTRICT  
915 WILSHIRE BOULEVARD, SUITE 1109  
LOS ANGELES, CALIFORNIA 90017-3409

August 18, 2022

Programs and Project  
Management Division

**SUBJECT:** Request for Non-Federal Funds, Mission Springs Water District for Sec. 219 Construction Assistance for the Wastewater Collecting System Project (Desert Hot Springs), CWIS#081480, P2#104789, Receiving Office Voucher (ROV) 2115

Mr. Arden Wallum  
General Manager  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240

Dear Mr. Wallum:

The purpose of this letter is to request the non-Federal cash contribution funds for Federal Fiscal Year (FY) 2022 for the amount of \$83,325.00, this will bring the non-Federal cash contribution to \$1,290,324.66 for Design of the Wastewater Collecting System.

**Payment by Electronic Funds Transfer (EFT) – Preferred Method:**

This method can save weeks of processing and streamline receipt of funding. Please see the enclosed Standard Operating Procedure (SOP) for Electronic Funds Transfer by Non-Federal Sponsors from our Finance Center in Millington, Tennessee. This SOP provides instructions and information for your financial institution on how to use the EFT procedures using either the ACH CCD+ format or the ACH CTX format. The following information is provided to you as discussed in paragraph 4.c of the enclosed SOP:

- a. Receiving ABA Number: 051036706
- b. Account Number: 220025
- c. Account/Receiver Name: USACE Finance Center
- d. Receiving Bank: Cash Link-ACH Receiver
- e. Bank Address: Riverdale MD
- f. EROC: L1
- g. Transfer Type: EFT
- h. Amount: \$83,325.00
- i. ROV Number: 2115
- j. Advance Account Number: 1315
- k. Vendor ID Number: WHTZ58

**Payment by Check:**

If you provide funds by check, please prepare it as follows. Send the check to the following address:

USACE Finance Center  
5722 Integrity Drive  
Millington, TN 38054

Make your check payable to "USAED Los Angeles, FAO" in the amount requested and include the following information:

Project Name: Desert Hot Springs, CA  
CWIS number: 081480  
CCS number: 772  
ROV Number: 2115  
EROC: L1  
Advance Account Number: 1315  
Vendor ID Number: WHTZ58

Please also include the point of contact name, address and telephone number.

Should you have any questions, please feel free to contact Mr. Paul Underwood, Project Manager, at (213) 407-3885, or contact Ms. Margie Aguilar, Project Financial Manager, at (213) 452-3295.

Sincerely,

*Charles S. Dwyer*  
Justin S. Gay  
for Deputy District Engineer for  
for Project Management

Enclosure



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, February 16, 2023, at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Arturo Ceja, Lee Boyer, Marion Champion, Amanda Lucas, Danny Friend, Eric Weck, Oriana Hoffert, April Scott, Rachel Pust, Dori Petee, Brian Macy, Arden Wallum

### RULES OF PROCEDURE

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

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

### PUBLIC INPUT

No public Input

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

This item will be fully recognized on Tuesday, February 21, 2023

## ACTION ITEMS

### **WELL 24 ELECTRICAL PANEL REHABILITATION NOTICE OF COMPLETION**

It is recommended to accept the Well 24 Electrical Panel Rehabilitation as complete and authorize the release of retention money held for R.I.C Construction Co. Inc., in the amount of \$27,792.31, thirty-five days after filing the Notice of Completion (NOC).

This item is being pulled from this month's agenda.

### **RESOLUTION 2023-03 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT RECOMMENDING APPROVAL OF A NOTICE OF EXEMPTION DETERMINATION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES FOR WELL 22**

It is recommended to adopt Resolution 2023-03, recommending approval of a Notice of Exemption determination under the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15300 for Well 22 and direct the General Manager to sign the attached Notice of Exemption and file same with the Riverside County Clerk.

Eric Weck presented. Well #22 is an existing well located on the south side of Pierson Boulevard just east of Little Morongo Road. The proposed Well #22 Rehabilitation Project (Project) would include the following activities at the well site: rehabilitation of the existing well casing and pump equipment; installation of new discharge point and appurtenances; installation of new electrical equipment; installation of a new small chlorine building that uses sodium hypochlorite; and related site improvements. All activities will occur within the project site (shown in the attached aerial photograph) or the adjacent disturbed right-of-way. No increase in well capacity and production is proposed relative to the historic production of groundwater at this location.

Presently, staff is developing the project plans, specifications and completing the necessary environmental clearances.

Staff has requested Tom Dodson & Associates (currently on an 'On Call' contract) to complete the necessary environmental compliance and exemptions pursuant to the California Environmental Quality Act for the project. Staff has requested Tom Dodson & Associates (TDA) to evaluate the basis for the District to adopt a Categorical Exemption in compliance with CEQA and to prepare and file a Notice of Exemption. After review by TDA, the project is determined to qualify for a Categorical Exemption under the California Environmental Quality Act Guidelines pursuant to Section 15301, Class I consisting of the operation and maintenance of existing, facilities and mechanical equipment involving little or no expansion of existing use.

### **APPROVE CHANGE ORDER NO. 2 WITH L.O. LYNCH QUALITY WELLS & PUMPS, INC., FOR ON-CALL WELL AND BOOSTER MAINTENANCE AND REPAIR SERVICES**

It is recommended to authorize the General Manager to approve Change Order No. 2 with L.O. Lynch Quality Wells & Pumps, Inc. for the On-Call Well and Booster Maintenance and Repair Services contract. The change order would increase the contract amount by \$400,000 from \$400,000 to a not to exceed amount of \$800,000 and authorize the General Manager to do all things necessary to complete the work.

Mr. Wallum opened by explaining this is not a usual change order, as it may be unusually high compared to others presented to the Board. Danny Friend addressed the details. L.O. Lynch Quality Wells & Pumps,



Inc. was awarded a contract for well and booster maintenance and repair services at the February 22, 2022 Board Meeting. Change Order No. 2 increases the agreement amount and allows staff to continue the repairs at Wells 22 and 33, and Terrace Boosters. The scope of repair work at the various locations are; Well 22 – Chemical rehabilitation, development of the well, and replacement of pump, column piping, shafting, and motor. Well 33 – Installation of new submersible pump and motor, and column assembly. Terrace Boosters – Remove motor and pumps for Boosters 1, 2, 5, & 6 for a full inspection and repairing of the mechanical components

#### **AWARD OF CONTRACT WITH DENALI WATER SOLUTIONS LLC, FOR HAULING OF SUB-CLASS "B" BIO-SOLIDS, GRIT AND SCREENING OFF-SITE.**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$500,000 per year through February 1, 2028, with the option to extend for one (1) additional five (5) year term not to exceed ten (10) years to Denali Water Solutions LLC for the Hauling of Sub-Class “B” Bio-Solids, Grit and Screening Off-site for Landfill or Beneficial Reuse.

On October 7, 2022, MSWD staff released a Request for Proposals on PlanetBids requesting that interested and qualified contractors submit a proposal for hauling and disposal/reuse services for approximately 4,500 wet tons per calendar year, dewatered sub-class “B” secondary sludge (bio-solids), grit and screenings off-site. Additional services include furnishing labor, materials, and equipment to remove, transport and dispose of non-hazardous solids from the HWWTP. On November 14, 2022, MSWD began evaluating proposals from Denali Water Solutions LLC and Ecology Auto Parts, Inc. The proposals were evaluated by three MSWD staff members and were ranked on a 100-point scale. Staff selected the highest scorer Denali Water Solutions LLC.

#### **AFFILIATION LIST UPDATE**

President Martin may appoint a Board Member to the position of Planning Commission Observer as the current appointee has resigned from the position.

President Martin appointed Director Duff to the Planning Commission Observer position as Director Mayrhofen has resigned from the position.

### **DISCUSSION ITEMS**

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

Update, discussion and possible action (Tuesday 2/21) on the renaming of the facility.

Steve Ledbetter of TKE presented an update to the Board on construction, conveyance line, and grant funding.

#### **CRITICAL SERVICES CENTER AND ADMINISTRATIVE 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.*

**APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

January 10, 2023 - Special Meeting/Workshop

January 12, 2023 - Study Session

January 17, 2023 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$4,949,870.48

**BOARD COMPENSATION**

It is recommended to authorize Board compensation for the following:

- Participation in the tour of the East Valley Water District - Date: To be determined

**REPORTS**

**DIRECTOR'S REPORTS**

Director Mayrhofen reported he attended the following event: 1/19 Planning Commission Meeting

**GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Report

Marion Champion presented a Public Affairs Update

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

No report today and no closed session.

**DIRECTOR COMMENTS**

Director Mayrhofen expressed that he feels his resignation from Planning Commission was mishandled.

President Martin noted it was a great discussion amongst the Board today during many items on the agenda.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 3:42 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Tuesday, February 21, 2023, at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

Led by President Martin

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Arturo Ceja, April Scott, Claudia Lopez, Danny Friend, Eric Weck, Jeff Nutter, Kurt Kettenacker, Lee Boyer, Marion Champion, Arden Wallum, Brian Macy, Dori Petee

### PUBLIC INPUT

No public Input

## EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

The Board recognized the following employees:

#### ANNIVERSARIES

Eric Weck	Engineering Manager	1 Year
Adrian Perea	Field Operations Technician I	1 Year
Michael Platt	Engineering Technician II	2 Years
Rita Huber	Accountant	5 Years
Sierra Boyle	Customer Service Representative II	6 Years
Oriana Hoffert	Human Resources Manager	6 Years
Chris Jacobson	Wastewater Treatment Plant Operator II	19 Years

## ACTION ITEMS

### RESOLUTION 2023-03 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT RECOMMENDING APPROVAL OF A NOTICE OF EXEMPTION DETERMINATION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES FOR WELL 22

It is recommended to adopt Resolution 2023-03, recommending approval of a Notice of Exemption determination under the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15300 for Well 22 and direct the General Manager to sign the attached Notice of Exemption and file same with the Riverside County Clerk.

Nothing further to add.

**Motion made by Director Griffith, Seconded by Director Duff.****Voting Yea:** President Martin, Vice President Sewell, Director Griffith, Director Duff**Voting Nay:** Director Mayrhofen**APPROVE CHANGE ORDER NO. 2 WITH L.O. LYNCH QUALITY WELLS & PUMPS, INC., FOR ON-CALL WELL AND BOOSTER MAINTENANCE AND REPAIR SERVICES**

It is recommended to authorize the General Manager to approve Change Order No. 2 with L.O. Lynch Quality Wells & Pumps, Inc. for the On-Call Well and Booster Maintenance and Repair Services contract. The change order would increase the contract amount by \$400,000 from \$400,000 to a not to exceed amount of \$800,000 and authorize the General Manager to do all things necessary to complete the work.

Danny Friend provided additional documents, the original contract, change order #1, and a cost breakdown.

**Motion made by Vice President Sewell, Seconded by Director Griffith.****Voting Yea:** President Martin, Vice President Sewell, Director Griffith, Director Duff, Director Mayrhofen**AWARD OF CONTRACT WITH DENALI WATER SOLUTIONS LLC, FOR HAULING OF SUB-CLASS "B" BIO-SOLIDS, GRIT AND SCREENING OFF-SITE.**

It is recommended to authorize the General Manager to execute a contract for a not to exceed amount of \$500,000 per year through February 1, 2028, with the option to extend for one (1) additional five (5) year term not to exceed ten (10) years to Denali Water Solutions LLC for the Hauling of Sub-Class "B" Bio-Solids, Grit and Screening Off-site for Landfill or Beneficial Reuse.

Scope of Services and spill response was provided to the Board.

**Motion made by Vice President Sewell, Seconded by Director Griffith.****Voting Yea:** President Martin, Vice President Sewell, Director Griffith, Director Duff**Voting Nay:** Director Mayrhofen**AFFILIATION LIST UPDATE**

President Martin may appoint a Board Member to the position of Planning Commission Observer as the current appointee has resigned from the position.

**Motion made by Director Griffith, Seconded by Director Duff.****Voting Yea:** President Martin, Vice President Sewell, Director Griffith, Director Duff, Director Mayrhofen

## DISCUSSION ITEMS

### MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Update, discussion and possible action (Tuesday 2/21) on the renaming of the facility.

President Martin proposed naming the Regional Facility after Nancy Wright. The full proposed name is The Nancy Wright Regional Water Reclamation Facility.

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

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

**Voting Abstaining:** Director Mayrhofen

### CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE

Brian Macy provided a brief update.

## CONSENT AGENDA

Director Griffith requested a discussion on item 15. He doesn't believe the board should be compensated for tours that help them make a decision on Board items.

Vote for items 13 & 14 (Minutes and Register of Demands)

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

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

**Voting Nay:** Director Mayrhofen

Item 15 (Board Compensation)

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

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

**Voting Nay:** Director Griffith

## APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

January 10, 2023 - Special Meeting/Workshop

January 12, 2023 - Study Session

January 17, 2023 - Board Meeting

## REGISTER OF DEMANDS

The register of demands totaling \$4,949,870.48

## BOARD COMPENSATION

It is recommended to authorize Board compensation for the following:

- Participation in the tour of the East Valley Water District - Date: To be determined

## REPORTS

### DIRECTOR'S REPORTS

Director Griffith reported he attended the following events; 1/3 DWA Board Meeting, 1/10 & 1/24 CVWD Board Meeting,

Director Duff reported she attended the following events; 1/25 San Gorgonio Pass Regional Water Alliance Meeting

President Martin reported he attended the following event: 1/5 DVBA Legislative Meeting, 1/12 DVBA Board Installation, 1/12 CVAG Conservation Committee Meeting, 1/14 Food Now Chili Cook Off, 1/17 DHS City Council Meeting, 1/19 Riverside County Oversight Board, 1/24 & 1/31 RivCo Board of Supervisors Meeting, 1/23 Cabot's Board Meeting

### GENERAL MANAGER'S REPORT

Included in this report are the following oral reports:

A. Financial Report

B. Public Affairs Report

Arturo Ceja presented the financial report for the period of July 1, 2022, to January 31, 2023.

## COMMENTS

### DISTRICT COUNSEL COMMENTS

Nothing to report

### DIRECTOR COMMENTS

Director Mayrhofen confirmed the Board was not receiving a stipend for the tour of the Wastewater Treatment Plants. He went on to say there is no benefit for him to attend any other meetings outside of the District, and he just wants to concentrate on the agenda items.

Vice President Sewell commented on the Board's compensation and noted the Class & Comp study performed last year. He thought that the Board's compensation was included in that study, but if it wasn't he would like to see one done. He also reminded everyone about the MSWD Blood Drive tomorrow 2/22/2023.

Director Duff noted she has some additional questions on the General Managers report, but she will reach out to the GM directly. She also thanked the staff for their patience and support.

Director Griffith noted that newer Board members need to receive more institutional information on items that may come before the Board.

President Martin advised the Board to not judge meetings, event or conferences if not previously attended. There is more value in these events than one may think.

### ADJOURN

With no further business, President Martin adjourned the meeting at 4:38 P.M.

**Respectfully,**

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Arden Wallum  
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000229	02-03-23	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	323,010.37		323,010.37
			DWA RAC FEES FOR MAIN SYSTEM			
99102203	02-09-23	US BANK CORPORATE TRUST SERVICES	AD #13 COUNTY FUND 68-4865	291,895.28		291,895.28
1000241	02-14-23	CITY OF DESERT HOT SPRINGS	UU TAX - DEC. 2022 COLLECTION SS1	186,327.42		186,327.42
1000235	02-03-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	136,457.71		136,457.71
99101213	02-08-23	WELLS FARGO BANK	AUTO DEP PPE 02.08.23	131,752.96		131,752.96
2						
99102245	02-23-23	WELLS FARGO BANK	AUTO DEP PPE 02.17.23	128,182.01		128,182.01
1000266	02-17-23	ACWA-JPIA HEALTH BENEFITS AUTH.	MARCH 2023 PREPAID INS.	107,466.12		107,466.12
1000285	02-17-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	105,149.49		105,149.49
1000308	02-24-23	ENTERPRISE FM TRUST	NEW VEHICLE LEASES	0.00	53,875.00	53,875.00
99102140	02-10-23	WELLS FARGO BANK	FED TAX DEP PPE 02.03.23	52,826.84		52,826.84
99102261	02-24-23	WELLS FARGO BANK	FED TAX DEP PPE 02.17.23	51,413.55		51,413.55
1000291	02-17-23	TULE RANCH/MAGAN FARMS	JAN. 2023 SLUDGE HAULING	45,866.42		45,866.42
1000220	02-03-23	AECOM TECHNICAL SERVICES INC.	MSWD CONSTRUCTION SERVICES	0.00	43,525.00	43,525.00
			WELL 42 REDESIGN PP #20			
1000259	02-14-23	STRADLING YOCCA CARLSON & RAUTH	2023 WELLS FARGO LINE OF CREDIT	40,000.00		40,000.00
1000302	02-24-23	CITY OF DESERT HOT SPRINGS	DEC. 2022 UU TAX	33,653.35		33,653.35
99102131	02-09-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 01.20.23	33,144.55		33,144.55
99102160	02-15-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS - PPE 02.03.23	32,933.63		32,933.63
99102263	02-17-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 02.17.23	32,786.41		32,786.41
1000289	02-17-23	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES	25,705.00	4,305.00	30,010.00
			DEC. 2022 CM & INSPECTION			
			DEC. 2022 DESIGN SERVICES			
			GENERAL ENGINEERING SERVICES			
			NOV. 2022 CM & INSPECTION SERVICES			
			NOV. 2022 DESIGN SERVICES			
1000268	02-17-23	B-81 PAVING INC	PAVING @ VARIOUS LOCATIONS	28,795.00		28,795.00
1000236	02-03-23	WESTERN WATER WORKS	6" JONES	27,634.86		27,634.86
1000255	02-14-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	22,901.84	22,901.84
1000303	02-24-23	COVE ELECTRIC, INC.	PP #3 - HORTON NORTH BUILDING	0.00	20,640.57	20,640.57
			PP #4 - HORTON NORTH BUILDING			
99102262	02-24-23	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 02.17.23	19,693.30		19,693.30
99102138	02-10-23	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 02.03.23	19,558.76		19,558.76
1000307	02-24-23	DIGITAL SCEPTER CORPORATION	DATACENTER FIREWALL REPLACEMENT	14,282.28		14,282.28
99102099	02-01-23	USDA RURAL DEVELOPMENT	USDA LOAN INT.&PRINCIPAL	13,555.00		13,555.00
1000271	02-17-23	ENTERPRISE FM TRUST	FEB. 2023 MONTHLY FLEET LEASE	13,045.28		13,045.28
			NEW VEHICLES			
1000227	02-03-23	COUNTY OF RIVERSIDE	COUNTY ENCROACHMENT PERMITS	11,349.60		11,349.60
99102202	02-15-23	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	11,302.50		11,302.50
1000246	02-14-23	INLAND WATER WORKS SUPPLY CO.	BACKFLOW DEVICE	11,179.77		11,179.77
			BALL A.M. STOP MUEL			
			BOLT/NUT SETS/SWING CHECK VALVE			
			DOUBLE STRAP BRASS SADDLE			
			MUELLER 110 NUT & GASKET			
99102139	02-10-23	STATE OF CA EDD	STATE TAX PPE 02.03.23	10,072.25		10,072.25
99102260	02-24-23	STATE OF CA EDD	STATE TAX PPE 02.24.23	9,976.29		9,976.29
1000247	02-14-23	MANPOWER US INC.	STAFFING SERVICES - ENG/HR	9,378.17		9,378.17



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			STAFFING SERVICES - ENG/HR/OPS/ACCT			
			STAFFING SERVICES - GM REPORT/GRANT			
			STAFFING SERVICES - WWTP OIT			
1000262	02-14-23	UMETECH, INC.	JAN. 2023 UMETECH SERVICES	8,783.75		8,783.75
1000316	02-24-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SVCS CENTER	0.00	8,779.82	8,779.82
1000314	02-24-23	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
99102286	02-17-23	WELLS FARGO BANK	FEB.2023 PAYMENT WF LINE OF CREDIT	8,312.50		8,312.50
1000225	02-03-23	CALIFORNIA GROUNDWATER COALITION	CGC MEMBERSHIP DUES	7,500.00		7,500.00
1000263	02-14-23	URBAN HABITAT	JAN. 2023 MONTHLY LANDSCAPING	6,663.88		6,663.88
			QUAIL RESERVOIR - VALVE REPLACEMENT			
			WELL 25 - DRIPLINE REPAIR			
			WOODRIDGE RESERVOIR - DRIPLINE REPAIR			
1000242	02-14-23	CV STRATEGIES	JAN. 2023 GENERAL MARKETING & COM. SERVICES	6,500.00		6,500.00
1000238	02-14-23	BECK OIL, INC.	UNLEADED GASOLINE	6,153.04		6,153.04
1000254	02-14-23	ROBERT G MODRICH	JAN. 2023 UNIDATA MAINTENANCE	6,078.00		6,078.00
1000243	02-14-23	DEBTBOOK	DEBTBOOK SUBSCRIPTION 22/23	5,850.00		5,850.00
1000253	02-14-23	RAY LOPEZ ASSOCIATES	TURF REDUCTION/CITY OF DHS IMPROVEMENTS	5,335.35		5,335.35
1000290	02-17-23	TOTALENERGIES DISTRIBUTED	O&M Q4 - YEAR 3 SERVICE FEE	5,152.50		5,152.50
1000311	02-24-23	MANPOWER US INC.	STAFFING SERVICES - ENG./HR	5,064.13		5,064.13
			STAFFING SERVICES - GM REPORT			
			STAFFING SERVICES - GM REPORT/GRANT			
1000270	02-17-23	CYPRESS DENTAL ADMINISTRATORS	MARCH 2023 PREPAID INS.	4,445.30		4,445.30
1000309	02-24-23	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD	1,158.39	3,286.20	4,444.59
99102205	02-17-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS RETRO 03.05.21	4,299.36		4,299.36
1000239	02-14-23	CARPI & CLAY. INC	JAN. 2023 FEDERAL ADVOCACY	4,000.00		4,000.00
99102206	02-21-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS RETRO PPE 03.19/04.30	3,747.82		3,747.82
1000260	02-14-23	THE LINCOLN NATL. LIFE INS. CO.	FEB. 2023 LIFE INS.	3,718.17		3,718.17
1000223	02-03-23	BABCOCK LABORATORIES, INC.	COLIFORM TESTING	3,701.36		3,701.36
			GROUNDWATER SAMPLING - RWRF WWTP			
			HORTON BELT PRESS SLUDGE			
			SLUDGE TESTING			
			TOTAL N TESTING H+DC			
1000287	02-17-23	THE LINCOLN NATL. LIFE INS. CO.	MARCH 2023 PREPAID INS.	3,615.62		3,615.62
1000233	02-03-23	MANPOWER US INC.	STAFFING SERVICES - TEMP. CUSTOMER SERVICE	3,542.00		3,542.00
			STAFFING SERVICES - WWTP OIC J.LOPEZ			
1000281	02-17-23	PARKHOUSE TIRE, INC	REPLACEMENT TIRES	3,471.54		3,471.54
1000315	02-24-23	RICK MARCELINO	TURF REBATE - R.MARCELINO	3,000.00		3,000.00
1000304	02-24-23	CV STRATEGIES	HISTORY VIDEO	2,712.50		2,712.50
1000224	02-03-23	BECK OIL, INC.	DIESEL FUEL	2,561.62		2,561.62
99102079	02-07-23	AFLAC	JAN. 2023 AFLAC	2,532.64		2,532.64
99102265	02-28-23	AFLAC	FEB. 2023 AFLAC DEDUCTIONS	2,412.92		2,412.92
1000226	02-03-23	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC	2,253.00		2,253.00
			LAB SERVICES FOR SAMPLES			
1000283	02-17-23	POWERPLAN OIB	UNIT 117 - REPAIRS	1,821.04		1,821.04
			UNIT 385 - REPAIRS			
			UNIT 401 - BRAKE CABLE			
1000276	02-17-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	1,602.00		1,602.00
1000322	02-24-23	USA BLUEBOOK	DPD TEST DISPENSERS - PRODUCTION	1,508.98		1,508.98

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1000222	02-03-23	ARAMARK UNIFORM SERVICES, LLC	GLASS FIBER FILLER - WWTP UNIFORM SERVICES	1,484.76		1,484.76
1000248	02-14-23	MILLARD PUBLISHING SERVICES	WEBSITE PLANT DATABASE SUBSCRIPTION	1,435.00		1,435.00
1000320	02-24-23	STATE WATER RES CONTRL BRD	INVOICE SM-1039848 AND SM-1039850	1,305.44		1,305.44
1000305	02-24-23	DESERT VALLEY DISPOSAL, INC.	JAN. 2023 SERVICE - ADMIN BLDG. JAN. 2023 SERVICE - CORP YARD	1,250.51		1,250.51
1000296	02-17-23	WATERLINE TECHNOLOGIES INC.	5 DRUMS REFILLED	1,222.96		1,222.96
99102204	02-17-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	RETRO PERS PPE 02.19.21	1,152.48		1,152.48
1000232	02-03-23	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	SECURITY FOR HORTON PLANT	1,125.00		1,125.00
1000258	02-14-23	STATE WATER BOARD ACCT OFFICE	ANNUAL PERMIT FEE 2023	0.00	1,068.00	1,068.00
1000234	02-03-23	O'REILLY AUTOMOTIVE, INC.	FILTER DRIER RETURN CREDIT	1,035.70		1,035.70
			FUEL WATER FOR LEROI COMPRESSOR ROUTINE MAINTENANCE/FILTERS/OIL/ETC.			
			UNIT 365 - BATTERY REPLACEMENT UNIT 367 - BATTERY REPLACEMENT UNIT 369 - RADIATOR CAP REPLACEMENT UNIT 390 - AIR/OIL FILTERS/MOTOR OIL UNIT 407 - P/M MATERIALS UNIT 408 - LUGNUTS/WIPER BLADES UNIT 408 - OIL/AIR FILTERS/WIPER FLUID UNIT 408 - RETAINERS UNIT 410 - MAINTENANCE ITEMS UNIT 413 - OIL/AIR FILTERS/WIPER FLUID UNIT 413 - PUSH RIVETS UNIT 421 - REPLACEMENT BRAKE PADS			
1000312	02-24-23	MISSION LAKES COUNTRY CLUB, INC.	SPONSORSHIP - MENS GOLF TOURNAMENT	1,000.00		1,000.00
1000267	02-17-23	ARAMARK UNIFORM SERVICES, LLC	NEW JACKETS FOR EMPLOYEES UNIFORM SERVICES	976.76		976.76
			UNIFORM SERVICES 01.31.23			
1000298	02-17-23	WEST COAST SAND AND GRAVEL INC.	RESTOCK 26.71 TONS BASE MATERIAL - CORP YARD RESTOCK BASE MATERIAL - CORP YARD	920.83		920.83
1000332	02-24-23	ONYX PAVING COMPANY, INC.	ACCOUNT REFUND CABOT RD & SAN JACINTO LANE	720.28		720.28
1000326	02-24-23	JOSE ESTRELLA	ACCOUNT REFUND HAUGEN-LEHMANN WAY N OF SAGEBRUSH	720.22		720.22
1000321	02-24-23	TKE ENGINEERING, INC	OCT. 2022 CM & INSPECTION	0.00	705.00	705.00
1000275	02-17-23	JESSUP AUTO PLAZA	UNIT 391 - REPAIRS UNIT 393 - REPLACEMENT COLLANT CAP	676.05		676.05
1000318	02-24-23	SO CAL GAS	JAN. 2023 GAS COMPANY	668.82		668.82
1000240	02-14-23	CASEY DOLAN	DIGITAL AD MGMT & CONSULTING	650.00		650.00
1000301	02-24-23	CASAMAR GROUP, LLC	LABOR COMPLIANCE & JAN. 2023 SERVICES	514.23	128.56	642.79
PR021023	02-10-23	EMPLOYEES	PAPER PAYROLL CHECKS	626.41		626.41
1000310	02-24-23	KESQ/KDFX FOX	70TH ANNIVERSARY - DESERT CHAT	600.00		600.00
1000297	02-17-23	WESTERN PUMP INC	ANNUAL FUEL TANK TESTING	530.00		530.00
1000277	02-17-23	MCCROMETER INC	REPLACEMENT REG 4"	527.94		527.94
1000230	02-03-23	INLAND WATER WORKS SUPPLY CO.	75' PULLING CABLES - C&M	510.74		510.74
1000284	02-17-23	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
1000323	02-24-23	WHITE CAP CONSTRUCTION SUPPLY	REPAIR PARTS FOR RAMMER - C&M	484.07		484.07
1000292	02-17-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	479.95		479.95
1000288	02-17-23	TILLEY CRANE INSPECTION	ANNUAL CRANE INSPECTION/CERTIFICATION	450.00		450.00

CHECK NUMBER	CHECK DATE	CHECK PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000237	02-03-23	XEROX CORPORATION	ADMIN MAILROOM XEROX LEASE	448.72		448.72
1000294	02-17-23	USA BLUEBOOK	LAB SUPPLIES - HORTON PLANT	413.14		413.14
1000319	02-24-23	SONSRAY MACHINERY, LLC	UNIT 367 - REPLACEMENT FUEL TUBE/PARTS	406.48		406.48
1000313	02-24-23	O'REILLY AUTOMOTIVE, INC.	UNIT 399 - REPLACEMENT BATTERY	386.63		386.63
1000221	02-03-23	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	376.02		376.02
99102136	02-03-23	WELLS FARGO BANK	03.31.22 PENALTIES AND INTEREST	369.88		369.88
1000252	02-14-23	PROFORMA	PAYROLL CHECKS	365.73		365.73
1000317	02-24-23	SHERWIN-WILLIAMS	SAFETY PAINT RESTOCK	360.22		360.22
1000245	02-14-23	FARMER BROS. CO	ADMIN COFFEE ORDER	354.30		354.30
1000257	02-14-23	STATE WATER RES CONTROL BRD	ANNUAL WELL EXTRACTION FEES - MSWD SYSTEM	350.00		350.00
1000251	02-14-23	PLANIT REPROGRAPHICS	BOND PRINTS OF APPROVED PLANS	347.30		347.30
1000265	02-14-23	WIENHOFF DRUG TESTING	DOT PROGRAM ENROLLMENT	303.50		303.50
1000261	02-14-23	TOPS N BARRICADES, INC	TRAFFIC CONTROL SIGNS - C&M	299.50		299.50
1000293	02-17-23	URBAN HABITAT	IRRIGATION REPAIR - WELL 27/31	278.38		278.38
1000300	02-24-23	BRINKS INCORPORATED	MONTHLY SERVICES	261.75		261.75
			MONTHLY TRANSPORT FEES			
1000269	02-17-23	CASAMAR GROUP, LLC	JAN. 2023 SERVICES - WELL MAINT. LO LYNCH	0.00	252.27	252.27
1000273	02-17-23	FORSHOCK	SCADA MONITORING SERVICE	220.00		220.00
1000231	02-03-23	JACOB MOSQUEDA	J.MOSQUEDA - CWEA MEMBERSHIP REIMB.	202.00		202.00
1000295	02-17-23	VALLEY LOCK & SAFE	REPROGRAMMING DOOR LOCK KEY PADS	200.00		200.00
1000299	02-24-23	ASTRA INDUSTRIAL SERVICES INC	REPAIR KIT FOR 1" BACKFLOW - CS	178.76		178.76
1000249	02-14-23	PALM SPRINGS MOTORS INC	UNIT 412 - REPAIRS	175.00		175.00
1000274	02-17-23	INFOSEND INC	MONTHLY SERVICE FEES	173.81		173.81
1000282	02-17-23	PARKERS BUILDING SUPPLY	CHLORINE DELIVERY PROJECT	166.73		166.73
			MISC. TOOL/ITEMS			
			PAINT ROLLER PRY - C&M			
			REPLACEMENT T12 BULBS - CORP YARD			
			REPLACEMENT TOILET WAX PLUG			
			STAINLESS STEEL CLAMPS			
1000250	02-14-23	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL - ADMIN	165.00		165.00
			PEST CONTROL - ADMIN - BAIT BOX SERVICE			
			PEST CONTROL - ANNEX			
1000286	02-17-23	SOUTHWEST PLUMBING, INC.	PLUMBING REPAIRS @ ADMIN	165.00		165.00
1000278	02-17-23	MCMASER-CARR	NUTS/BOLTS - HORTON PLANTS	162.50		162.50
1000279	02-17-23	O'REILLY AUTOMOTIVE, INC.	UNIT 402 - REPLACEMENT BATTERY	160.37		160.37
1000335	02-24-23	TYRIE LOVE	ACCOUNT REFUND 13565 JULIAN DR	139.56		139.56
1000244	02-14-23	EISENHOWER OCCUPATIONAL HEALTH SERVICES	NEW EMPLOYEE PHYSICAL - E.FELIX	130.00		130.00
1000324	02-24-23	JENNIFER WATSON	ACCOUNT REFUND 66434 ESTRELLA AVE	125.10		125.10
1000328	02-24-23	KENNETH FOLSOM	ACCOUNT REFUND 66272 CAHUILLA AVE	123.23		123.23
1000256	02-14-23	RUSS MARTIN	MILEAGE REIMB. - R.MARTIN	116.87		116.87
1000331	02-24-23	MIGUEL MUNOZ LIVING TRUST	ACCOUNT REFUND 66442 HACIENDA AVE	104.65		104.65
1000272	02-17-23	FEDEX	WF PAYMENT MGR. OVERNIGHT CHARGES	100.59		100.59
1000280	02-17-23	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL - BAIT BOX SERVICE	85.00		85.00
			PEST CONTROL - CORP YARD			
1000333	02-24-23	PEDRO P H GUERRERO	ACCOUNT REFUND 65813 CAHUILLA AVE	82.00		82.00
1000327	02-24-23	JOSEPH ERICKSON	ACCOUNT REFUND 66165 BUENA VISTA AVE	74.16		74.16
1000306	02-24-23	DESERT PROMOTIONS	MSWD JACKET - J.NUTTER	69.60		69.60
1000264	02-14-23	USA-FACT INC	BACKGROUND CHECKS - C.ACOSTA/E.FELIX	64.50		64.50



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
1000220	02-03-23	AECOM TECHNICAL SERVICES INC.	MSWD CONSTRUCTION SERVICES WELL 42 REDESIGN PP #20	0.00	43,525.00	43,525.00
1000221	02-03-23	ANSAFONE CONTACT CENTERS	ANSAFONE ANSWERING SERVICE	376.02		376.02
1000222	02-03-23	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES	1,484.76		1,484.76
1000223	02-03-23	BABCOCK LABORATORIES, INC.	COLIFORM TESTING	3,701.36		3,701.36
			GROUNDWATER SAMPLING - RWRF WWTP			
			HORTON BELT PRESS SLUDGE			
			SLUDGE TESTING			
			TOTAL N TESTING H+DC			
1000224	02-03-23	BECK OIL, INC.	DIESEL FUEL	2,561.62		2,561.62
1000225	02-03-23	CALIFORNIA GROUNDWATER COALITION	CGC MEMBERSHIP DUES	7,500.00		7,500.00
1000226	02-03-23	CLINICAL LABORATORY OF SAN BERNARDINO	BOD TESTING H+DC	2,253.00		2,253.00
			LAB SERVICES FOR SAMPLES			
1000227	02-03-23	COUNTY OF RIVERSIDE	COUNTY ENCROACHMENT PERMITS	11,349.60		11,349.60
1000228	02-03-23	CSDA	PRE CONFERENCE TOUR FEE	20.00		20.00
1000229	02-03-23	DESERT WATER AGENCY	DWA RAC FEES FOR ID-E	323,010.37		323,010.37
			DWA RAC FEES FOR MAIN SYSTEM			
1000230	02-03-23	INLAND WATER WORKS SUPPLY CO.	75' PULLING CABLES - C&M	510.74		510.74
1000231	02-03-23	JACOB MOSQUEDA	J.MOSQUEDA - CWEA MEMBERSHIP REIMB.	202.00		202.00
1000232	02-03-23	JOHNSON CONTROLS SECURITY SOLUTIONS LLC	SECURITY FOR HORTON PLANT	1,125.00		1,125.00
1000233	02-03-23	MANPOWER US INC.	STAFFING SERVICES - TEMP. CUSTOMER SERVICE	3,542.00		3,542.00
			STAFFING SERVICES - WWTP OIC J.LOPEZ			
1000234	02-03-23	O'REILLY AUTOMOTIVE, INC.	FILTER DRIER RETURN CREDIT	1,035.70		1,035.70
			FUEL WATER FOR LEROI COMPRESSOR			
			ROUTINE MAINTENANCE/FILTERS/OIL/ETC.			
			UNIT 365 - BATTERY REPLACEMENT			
			UNIT 367 - BATTERY REPLACEMENT			
			UNIT 369 - RADIATOR CAP REPLACEMENT			
			UNIT 390 - AIR/OIL FILTERS/MOTOR OIL			
			UNIT 407 - P/M MATERIALS			
			UNIT 408 - LUGNUTS/WIPER BLADES			
			UNIT 408 - OIL/AIR FILTERS/WIPER FLUID			
			UNIT 408 - RETAINERS			
			UNIT 410 - MAINTENANCE ITEMS			
			UNIT 413 - OIL/AIR FILTERS/WIPER FLUID			
			UNIT 413 - PUSH RIVETS			
			UNIT 421 - REPLACEMENT BRAKE PADS			
1000235	02-03-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	136,457.71		136,457.71
1000236	02-03-23	WESTERN WATER WORKS	6" JONES	27,634.86		27,634.86
1000237	02-03-23	XEROX CORPORATION	ADMIN MAILROOM XEROX LEASE	448.72		448.72
1000238	02-14-23	BECK OIL, INC.	UNLEADED GASOLINE	6,153.04		6,153.04
1000239	02-14-23	CARPI & CLAY. INC	JAN. 2023 FEDERAL ADVOCACY	4,000.00		4,000.00
1000240	02-14-23	CASEY DOLAN	DIGITAL AD MGMT & CONSULTING	650.00		650.00
1000241	02-14-23	CITY OF DESERT HOT SPRINGS	UU TAX - DEC. 2022 COLLECTION SS1	186,327.42		186,327.42
1000242	02-14-23	CV STRATEGIES	JAN. 2023 GENERAL MARKETING & COM. SERVICES	6,500.00		6,500.00
1000243	02-14-23	DEBTBOOK	DEBTBOOK SUBSCRIPTION 22/23	5,850.00		5,850.00
1000244	02-14-23	EISENHOWER OCCUPATIONAL HEALTH SERVICES	NEW EMPLOYEE PHYSICAL - E.FELIX	130.00		130.00
1000245	02-14-23	FARMER BROS. CO	ADMIN COFFEE ORDER	354.30		354.30

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1000246	02-14-23	INLAND WATER WORKS SUPPLY CO.	BACKFLOW DEVICE	11,179.77		11,179.77
			BALL A.M. STOP MUEL			
			BOLT/NUT SETS/SWING CHECK VALVE			
			DOUBLE STRAP BRASS SADDLE			
			MUELLER 110 NUT & GASKET			
1000247	02-14-23	MANPOWER US INC.	STAFFING SERVICES - ENG/HR	9,378.17		9,378.17
			STAFFING SERVICES - ENG/HR/OPS/ACCT			
			STAFFING SERVICES - GM REPORT/GRANT			
			STAFFING SERVICES - WWTP OIT			
1000248	02-14-23	MILLARD PUBLISHING SERVICES	WEBSITE PLANT DATABASE SUBSCRIPTION	1,435.00		1,435.00
1000249	02-14-23	PALM SPRINGS MOTORS INC	UNIT 412 - REPAIRS	175.00		175.00
1000250	02-14-23	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL - ADMIN	165.00		165.00
			PEST CONTROL - ADMIN - BAIT BOX SERVICE			
			PEST CONTROL - ANNEX			
1000251	02-14-23	PLANIT REPROGRAPHICS	BOND PRINTS OF APPROVED PLANS	347.30		347.30
1000252	02-14-23	PROFORMA	PAYROLL CHECKS	365.73		365.73
1000253	02-14-23	RAY LOPEZ ASSOCIATES	TURF REDUCTION/CITY OF DHS IMPROVEMENTS	5,335.35		5,335.35
1000254	02-14-23	ROBERT G MODRICH	JAN. 2023 UNIDATA MAINTENANCE	6,078.00		6,078.00
1000255	02-14-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SERVICES CENTER	0.00	22,901.84	22,901.84
1000256	02-14-23	RUSS MARTIN	MILEAGE REIMB. - R.MARTIN	116.87		116.87
1000257	02-14-23	STATE WATER RES CONTROL BRD	ANNUAL WELL EXTRACTION FEES - MSWD SYSTEM	350.00		350.00
1000258	02-14-23	STATE WATER BOARD ACCT OFFICE	ANNUAL PERMIT FEE 2023	0.00	1,068.00	1,068.00
1000259	02-14-23	STRADLING YOCCA CARLSON & RAUTH	2023 WELLS FARGO LINE OF CREDIT	40,000.00		40,000.00
1000260	02-14-23	THE LINCOLN NATL. LIFE INS. CO.	FEB. 2023 LIFE INS.	3,718.17		3,718.17
1000261	02-14-23	TOPS N BARRICADES, INC	TRAFFIC CONTROL SIGNS - C&M	299.50		299.50
1000262	02-14-23	UMETECH, INC.	JAN. 2023 UMETECH SERVICES	8,783.75		8,783.75
1000263	02-14-23	URBAN HABITAT	JAN. 2023 MONTHLY LANDSCAPING	6,663.88		6,663.88
			QUAIL RESERVOIR - VALVE REPLACEMENT			
			WELL 25 - DRIPLINE REPAIR			
			WOODRIDGE RESERVOIR - DRIPLINE REPAIR			
1000264	02-14-23	USA-FACT INC	BACKGROUND CHECKS - C.ACOSTA/E.FELIX	64.50		64.50
1000265	02-14-23	WIENHOFF DRUG TESTING	DOT PROGRAM ENROLLMENT	303.50		303.50
1000266	02-17-23	ACWA-JPIA HEALTH BENEFITS AUTH.	MARCH 2023 PREPAID INS.	107,466.12		107,466.12
1000267	02-17-23	ARAMARK UNIFORM SERVICES, LLC	NEW JACKETS FOR EMPLOYEES	976.76		976.76
			UNIFORM SERVICES			
			UNIFORM SERVICES 01.31.23			
1000268	02-17-23	B-81 PAVING INC	PAVING @ VARIOUS LOCATIONS	28,795.00		28,795.00
1000269	02-17-23	CASAMAR GROUP, LLC	JAN. 2023 SERVICES - WELL MAINT. LO LYNCH	0.00	252.27	252.27
1000270	02-17-23	CYPRESS DENTAL ADMINISTRATORS	MARCH 2023 PREPAID INS.	4,445.30		4,445.30
1000271	02-17-23	ENTERPRISE FM TRUST	FEB. 2023 MONTHLY FLEET LEASE	13,045.28		13,045.28
			NEW VEHICLES			
1000272	02-17-23	FEDEX	WF PAYMENT MGR. OVERNIGHT CHARGES	100.59		100.59
1000273	02-17-23	FORSHOCK	SCADA MONITORING SERVICE	220.00		220.00
1000274	02-17-23	INFOSEND INC	MONTHLY SERVICE FEES	173.81		173.81
1000275	02-17-23	JESSUP AUTO PLAZA	UNIT 391 - REPAIRS	676.05		676.05
			UNIT 393 - REPLACEMENT COLLANT CAP			
1000276	02-17-23	MANPOWER US INC.	STAFFING SERVICES - WWTP OIT	1,602.00		1,602.00
1000277	02-17-23	MCCROMETER INC	REPLACEMENT REG 4"	527.94		527.94

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1000278	02-17-23	MCMaster-CARR	NUTS/BOLTS - HORTON PLANTS	162.50		162.50
1000279	02-17-23	O'REILLY AUTOMOTIVE, INC.	UNIT 402 - REPLACEMENT BATTERY	160.37		160.37
1000280	02-17-23	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL - BAIT BOX SERVICE	85.00		85.00
			PEST CONTROL - CORP YARD			
1000281	02-17-23	PARKHOUSE TIRE, INC	REPLACEMENT TIRES	3,471.54		3,471.54
1000282	02-17-23	PARKERS BUILDING SUPPLY	CHLORINE DELIVERY PROJECT	166.73		166.73
			MISC. TOOL/ITEMS			
			PAINT ROLLER PRY - C&M			
			REPLACEMENT T12 BULBS - CORP YARD			
			REPLACEMENT TOILET WAX PLUG			
			STAINLESS STEEL CLAMPS			
1000283	02-17-23	POWERPLAN OIB	UNIT 117 - REPAIRS	1,821.04		1,821.04
			UNIT 385 - REPAIRS			
			UNIT 401 - BRAKE CABLE			
1000284	02-17-23	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
1000285	02-17-23	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL	105,149.49		105,149.49
1000286	02-17-23	SOUTHWEST PLUMBING, INC.	PLUMBING REPAIRS @ ADMIN	165.00		165.00
1000287	02-17-23	THE LINCOLN NATL. LIFE INS. CO.	MARCH 2023 PREPAID INS.	3,615.62		3,615.62
1000288	02-17-23	TILLEY CRANE INSPECTION	ANNUAL CRANE INSPECTION/CERTIFICATION	450.00		450.00
1000289	02-17-23	TKE ENGINEERING, INC	CONSULTANT DESIGN SERVICES	25,705.00	4,305.00	30,010.00
			DEC. 2022 CM & INSPECTION			
			DEC. 2022 DESIGN SERVICES			
			GENERAL ENGINEERING SERVICES			
			NOV. 2022 CM & INSPECTION SERVICES			
			NOV. 2022 DESIGN SERVICES			
1000290	02-17-23	TOTALENERGIES DISTRIBUTED	O&M Q4 - YEAR 3 SERVICE FEE	5,152.50		5,152.50
1000291	02-17-23	TULE RANCH/MAGAN FARMS	JAN. 2023 SLUDGE HAULING	45,866.42		45,866.42
1000292	02-17-23	UNDERGROUND SERVICE ALERT	UNDERGROUND SERVICE ALERT	479.95		479.95
1000293	02-17-23	URBAN HABITAT	IRRIGATION REPAIR - WELL 27/31	278.38		278.38
1000294	02-17-23	USA BLUEBOOK	LAB SUPPLIES - HORTON PLANT	413.14		413.14
1000295	02-17-23	VALLEY LOCK & SAFE	REPROGRAMMING DOOR LOCK KEY PADS	200.00		200.00
1000296	02-17-23	WATERLINE TECHNOLOGIES INC.	5 DRUMS REFILLED	1,222.96		1,222.96
1000297	02-17-23	WESTERN PUMP INC	ANNUAL FUEL TANK TESTING	530.00		530.00
1000298	02-17-23	WEST COAST SAND AND GRAVEL INC.	RESTOCK 26.71 TONS BASE MATERIAL - CORP YARD	920.83		920.83
			RESTOCK BASE MATERIAL - CORP YARD			
1000299	02-24-23	ASTRA INDUSTRIAL SERVICES INC	REPAIR KIT FOR 1" BACKFLOW - CS	178.76		178.76
1000300	02-24-23	BRINKS INCORPORATED	MONTHLY SERVICES	261.75		261.75
			MONTHLY TRANSPORT FEES			
1000301	02-24-23	CASAMAR GROUP, LLC	LABOR COMPLIANCE & JAN. 2023 SERVICES	514.23	128.56	642.79
1000302	02-24-23	CITY OF DESERT HOT SPRINGS	DEC. 2022 UU TAX	33,653.35		33,653.35
1000303	02-24-23	COVE ELECTRIC, INC.	PP #3 - HORTON NORTH BUILDING	0.00	20,640.57	20,640.57
			PP #4 - HORTON NORTH BUILDING			
1000304	02-24-23	CV STRATEGIES	HISTORY VIDEO	2,712.50		2,712.50
1000305	02-24-23	DESERT VALLEY DISPOSAL, INC.	JAN. 2023 SERVICE - ADMIN BLDG.	1,250.51		1,250.51
			JAN. 2023 SERVICE - CORP YARD			
1000306	02-24-23	DESERT PROMOTIONS	MSWD JACKET - J.NUTTER	69.60		69.60
1000307	02-24-23	DIGITAL SCEPTER CORPORATION	DATACENTER FIREWALL REPLACEMENT	14,282.28		14,282.28
1000308	02-24-23	ENTERPRISE FM TRUST	NEW VEHICLE LEASES	0.00	53,875.00	53,875.00



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1000309	02-24-23	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD	1,158.39	3,286.20	4,444.59
1000310	02-24-23	KESQ/KDFX FOX	70TH ANNIVERSARY - DESERT CHAT	600.00		600.00
1000311	02-24-23	MANPOWER US INC.	STAFFING SERVICES - ENG./HR	5,064.13		5,064.13
			STAFFING SERVICES - GM REPORT			
			STAFFING SERVICES - GM REPORT/GRANT			
1000312	02-24-23	MISSION LAKES COUNTRY CLUB, INC.	SPONSORSHIP - MENS GOLF TOURNAMENT	1,000.00		1,000.00
1000313	02-24-23	O'REILLY AUTOMOTIVE, INC.	UNIT 399 - REPLACEMENT BATTERY	386.63		386.63
1000314	02-24-23	POLYDYNE, INC.	3 TOTES POLYMER SLUDGE WASTING	8,464.71		8,464.71
1000315	02-24-23	RICK MARCELINO	TURF REBATE - R.MARCELINO	3,000.00		3,000.00
1000316	02-24-23	RUHNAU CLARKE ARCHITECTS	MSWD CRITICAL SVCS CENTER	0.00	8,779.82	8,779.82
1000317	02-24-23	SHERWIN-WILLIAMS	SAFETY PAINT RESTOCK	360.22		360.22
1000318	02-24-23	SO CAL GAS	JAN. 2023 GAS COMPANY	668.82		668.82
1000319	02-24-23	SONSRAY MACHINERY, LLC	UNIT 367 - REPLACEMENT FUEL TUBE/PARTS	406.48		406.48
1000320	02-24-23	STATE WATER RES CONTRL BRD	INVOICE SM-1039848 AND SM-1039850	1,305.44		1,305.44
1000321	02-24-23	TKE ENGINEERING, INC	OCT. 2022 CM & INSPECTION	0.00	705.00	705.00
1000322	02-24-23	USA BLUEBOOK	DPD TEST DISPENSERS - PRODUCTION	1,508.98		1,508.98
			GLASS FIBER FILLER - WWTP			
1000323	02-24-23	WHITE CAP CONSTRUCTION SUPPLY	REPAIR PARTS FOR RAMMER - C&M	484.07		484.07
1000324	02-24-23	JENNIFER WATSON	ACCOUNT REFUND 66434 ESTRELLA AVE	125.10		125.10
1000325	02-24-23	JOANN ARAGON	ACCOUNT REFUND 65565 ACOMA AVE #35	32.05		32.05
1000326	02-24-23	JOSE ESTRELLA	ACCOUNT REFUND HAUGEN-LEHMANN WAY N OF SAGEBRUSH	720.22		720.22
1000327	02-24-23	JOSEPH ERICKSON	ACCOUNT REFUND 66165 BUENA VISTA AVE	74.16		74.16
1000328	02-24-23	KENNETH FOLSOM	ACCOUNT REFUND 66272 CAHUILLA AVE	123.23		123.23
1000329	02-24-23	KIMBERLY RODRIGUEZ	ACCOUNT REFUND 64458 PINEHURST CIR	54.55		54.55
1000330	02-24-23	MATTHEW WITTIG	ACCOUNT REFUND 66629 12TH ST	27.00		27.00
1000331	02-24-23	MIGUEL MUNOZ LIVING TRUST	ACCOUNT REFUND 66442 HACIENDA AVE	104.65		104.65
1000332	02-24-23	ONYX PAVING COMPANY, INC.	ACCOUNT REFUND CABOT RD & SAN JACINTO LANE	720.28		720.28
1000333	02-24-23	PEDRO P H GUERRERO	ACCOUNT REFUND 65813 CAHUILLA AVE	82.00		82.00
1000334	02-24-23	ROBERT CARL	ACCOUNT REFUND 11577 SUNSET	38.10		38.10
1000335	02-24-23	TYRIE LOVE	ACCOUNT REFUND 13565 JULIAN DR	139.56		139.56
1000336	02-24-23	UGUR FAMILY TRUST	ACCOUNT REFUND 11497 POMELO DR	57.86		57.86
99102079	02-07-23	AFLAC	JAN. 2023 AFLAC	2,532.64		2,532.64
99102099	02-01-23	USDA RURAL DEVELOPMENT	USDA LOAN INT.&PRINCIPAL	13,555.00		13,555.00
99102131	02-09-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 01.20.23	33,144.55		33,144.55
99102136	02-03-23	WELLS FARGO BANK	03.31.22 PENALTIES AND INTEREST	369.88		369.88
99102138	02-10-23	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 02.03.23	19,558.76		19,558.76
99102139	02-10-23	STATE OF CA EDD	STATE TAX PPE 02.03.23	10,072.25		10,072.25
99102140	02-10-23	WELLS FARGO BANK	FED TAX DEP PPE 02.03.23	52,826.84		52,826.84
99102143	02-14-23	STATE OF CA EDD	STATE TAX - LATE FEE	49.39		49.39
99102160	02-15-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS - PPE 02.03.23	32,933.63		32,933.63
99102202	02-15-23	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	11,302.50		11,302.50
99102203	02-09-23	US BANK CORPORATE TRUST SERVICES	AD #13 COUNTY FUND 68-4865	291,895.28		291,895.28
99102204	02-17-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	RETRO PERS PPE 02.19.21	1,152.48		1,152.48
99102205	02-17-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS RETRO 03.05.21	4,299.36		4,299.36
99102206	02-21-23	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS RETRO PPE 03.19/04.30	3,747.82		3,747.82
99102245	02-23-23	WELLS FARGO BANK	AUTO DEP PPE 02.17.23	128,182.01		128,182.01
99102260	02-24-23	STATE OF CA EDD	STATE TAX PPE 02.24.23	9,976.29		9,976.29
99102261	02-24-23	WELLS FARGO BANK	FED TAX DEP PPE 02.17.23	51,413.55		51,413.55



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETING

**MEETING DATE(S):** MARCH 16 & 20, 2023

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

**FOR:** ACTION   X                        DIRECTION                             INFORMATION       

## ACCEPTANCE OF THE EMERGENCY SEWER REPAIRS ON 1<sup>ST</sup> STREET, 4<sup>TH</sup> STREET, 6<sup>TH</sup> STREET, AND 7<sup>TH</sup> STREET PROJECT

### STAFF RECOMMENDATION

Board acceptance of the Emergency Sewer Repairs on 1st Street, 4th Street, 6th Street, and 7th Street Project as complete and authorize the release of retention money held for Tri-Star Contracting II, Inc. in the amount of \$14,457.71, thirty-five days after filing the Notice of Completion (NOC).

### SUMMARY

On November 21, 2022, the Board approved the construction contract with Tri-Star Contracting II, Inc. for the Sewer Repairs on 1st Street, 4th Street, 6th Street, and 7th Street Project in the amount of \$298,757.80 (including a 10% contingency). The Project included the removal and replacement of the damaged sewer main and laterals on 1st Steet, 4th Street, 6th Street, and 7th Street.

### ANALYSIS

The Sewer Repairs on 1st Street, 4th Street, 6th Street, and 7th Street Project was inspected by MSWD Engineering and Wastewater Departments and was determined to be complete on February 27, 2023. All progress payment invoices were authorized for payment to the contractor as recommended by the Engineering Manager. The NOC will be recorded at the County of Riverside Recorder’s Office following Board acceptance. Thirty-five days after the date of recordation, retention monies will be released to the contractor.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The final construction contract price for the project is \$289,154.00, which includes a change order totaling \$13,543.63 for additional repairs to the sewer main and laterals required that were not known at the time of bidding.

### ATTACHMENTS

Notice of Completion (to be filed with the County of Riverside)

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

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

**EXEMPT – GOV'T CODE 6103**

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

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FOR RECORDER'S USE ONLY

**NOTICE OF COMPLETION**

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is Mission Springs Water District
3. The full address of the owner is 66575 Second Street, Desert Hot Springs, CA 92240
4. The nature of the interest or estate of the owner is in fee.

(if other than fee, strike "in fee" and interest, for example, "purchaser under contract of purchases," or "lessee")

5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

NAME	ADDRESS
_____	_____

6. A work of improvement on the property hereinafter described was completed on 02/27/2023  
The work done was: Emergency Sewer Repairs on 1<sup>st</sup> Street, 4<sup>th</sup> Street, 6<sup>th</sup> Street, and 7<sup>th</sup> Street Project

7. The name of the contractor, if any, for such work of improvement was Tri-Star Contracting II, Inc., 15501 Little Morongo Road, Desert Hot Springs, CA 92240

11/21/2022

(If no contractor for work of improvement as a whole, insert "none") (Date of Contract)

8. The property on which said work of improvement was completed is in the City of Desert Hot Springs  
County of Riverside, State of California, and is described as follows: Within the right-of-way of 1<sup>st</sup> Steet, 4<sup>th</sup> Street, 6<sup>th</sup> Street, 7<sup>th</sup> Street, within MSWD's service area.

9. The street address of said property is: None  
(if no street address has been officially assigned, insert none)

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

\_\_\_\_\_  
Arden Wallum, General Manager  
Mission Springs Water District

**VERIFICATION**

I, the undersigned, say: I am the General Manager, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my knowledge. I declare under penalty or perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20 23, at Desert Hot Springs, California.  
(Date of signature) (City where signed)

(Personal signature of the individual who is swearing that the contents of the notice of completion are true)

# AGENDA REPORT

## REGULAR BOARD MEETINGS MARCH 16 & 20 2023

### DIRECTOR REPORTS

#### DIRECTOR REPORTS

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

Date	Event	Attendees
2/2/2023	DVBA LEGISLATIVE FORUM	MARTIN
2/6/2023	CVCAN FEBRUARY MEETING	DUFF
2/7/2023	DWA BOARD MEETING	GRIFFITH
2/7/2023	DHS CITY COUNCIL MEETING	MARTIN
2/13/2023	DVBA BOARD MEETING	MARTIN
2/14/2023	CVWD BOARD MEETING	GRIFFITH
2/15/2023	GCVCC MIXER WITH BIA	SEWELL
2/23 – 2/24/2023	URBAN WATER INSTITUTE CONFERENCE	MARTIN, DUFF, GRIFFITH, SEWELL
2/27 - 3/1/2023	CSDA LEADERSHIP ACADEMY	DUFF, GRIFFITH

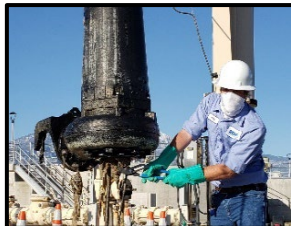
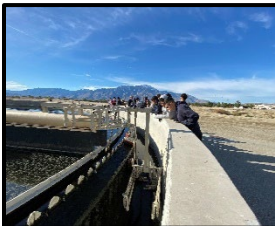
#### (OTHER) MEETINGS ATTENDED (\*no daily stipend was claimed)

Date	Event	Attendees
2/7/2023	RIVCO BOARD OF SUPERVISORS MEETING	MARTIN
2/9/2023	CVAG – CVCC AND E&E MEETING	MARTIN
2/14/2023	DHS PLANNING COMMISSION MEETING	DUFF
2/18/2023	AIR MUSEUM GALA	MARTIN
2/23/2023	DVBA NETWORKING NIGHT	MARTIN



# General Manager's Report

## March 2023



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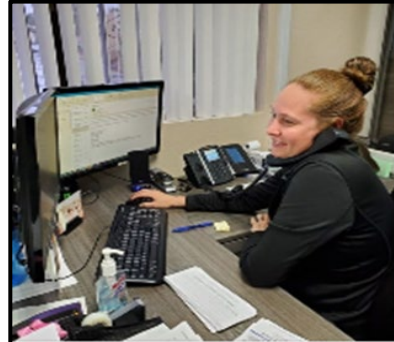


# ADMINISTRATION

## Customer Service Department

### MSWD Lobby Open

The MSWD lobby is open to the public for express bill pay and application assistance. MSWD Customer Service Representatives continue to assist our customers over the phone or in person by appointment for account review and billing inquiries.



### 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

### 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 February 2023 monthly delinquency process began with 208 auto-dialer calls and 40 door hangers for accounts without phone numbers, and technicians were able to make contact with 89 customers to either pay, set up a payment plan with the office, or to get information for bill assistance to avoid disconnection. This process reduced delinquency disconnections to only 40 in February 2023 out of 13,810 accounts.

231 payment plans were set for MSWD customers with pending balance of payment plans totaling \$77,002.88.



### 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 way assisted 10 customers in February 2023, and has assisted a total of 153 customers since January 1, 2022.

United Lift has assisted many customers and has exhausted current funding.

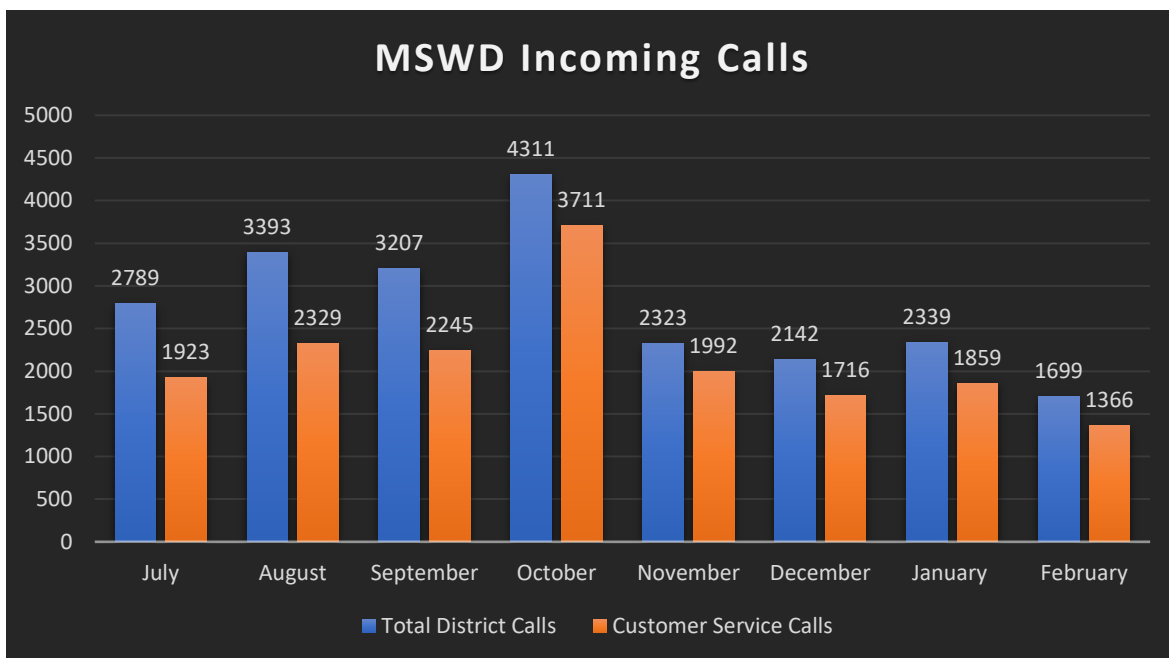
The State Arrearages Program provides a one-time payment and was applied to eligible accounts on January 24, 2022, totaling \$1,253,914.00.

Riverside County's Low Income Household Water Assistance Program (LIHWAP) Care Program launched on June 2, 2022. This program provides customers with a one-time payment towards their water and/or sewer bill up to \$2,000. This program will only run through August 2023 with federal funding, but will continue at a state level in September 2023, and will include customers who are current on their bills and qualify for assistance. The program has started strong with LIHWAP paying \$58,136.27 in customer assistance since it opened to the public in June 2022 through February 2023.



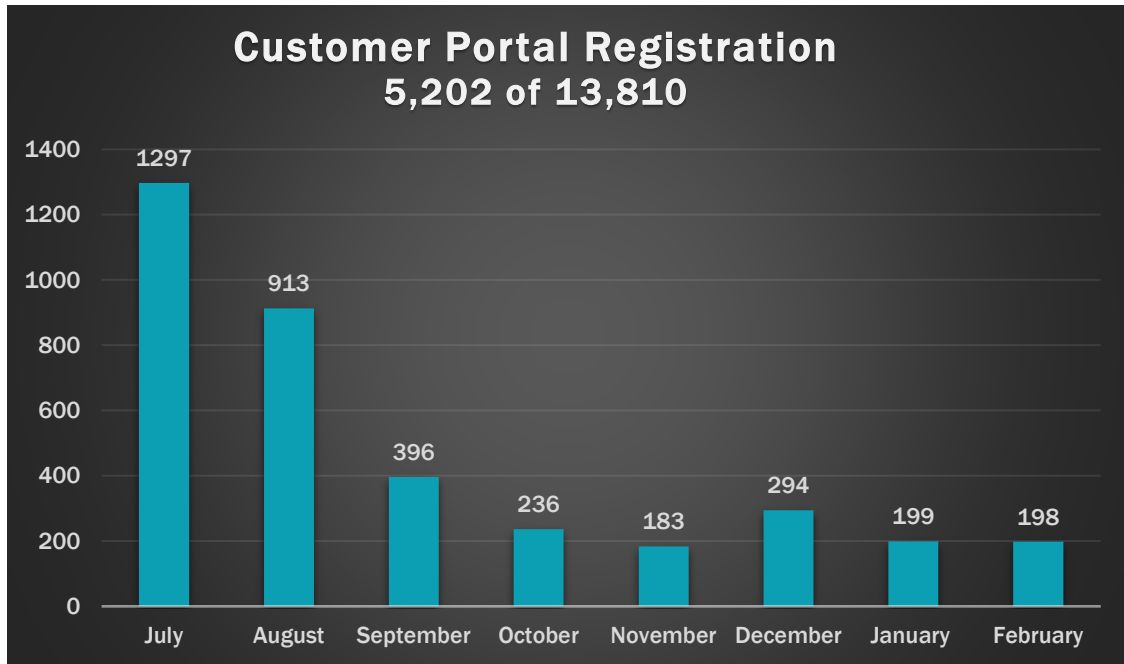
**Calls into the Customer Service Department**

The District is seeing a consistent decrease in the number of calls in the last four months. Most calls are related to 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 125 roll-over/"new" customer accounts in February 2023.



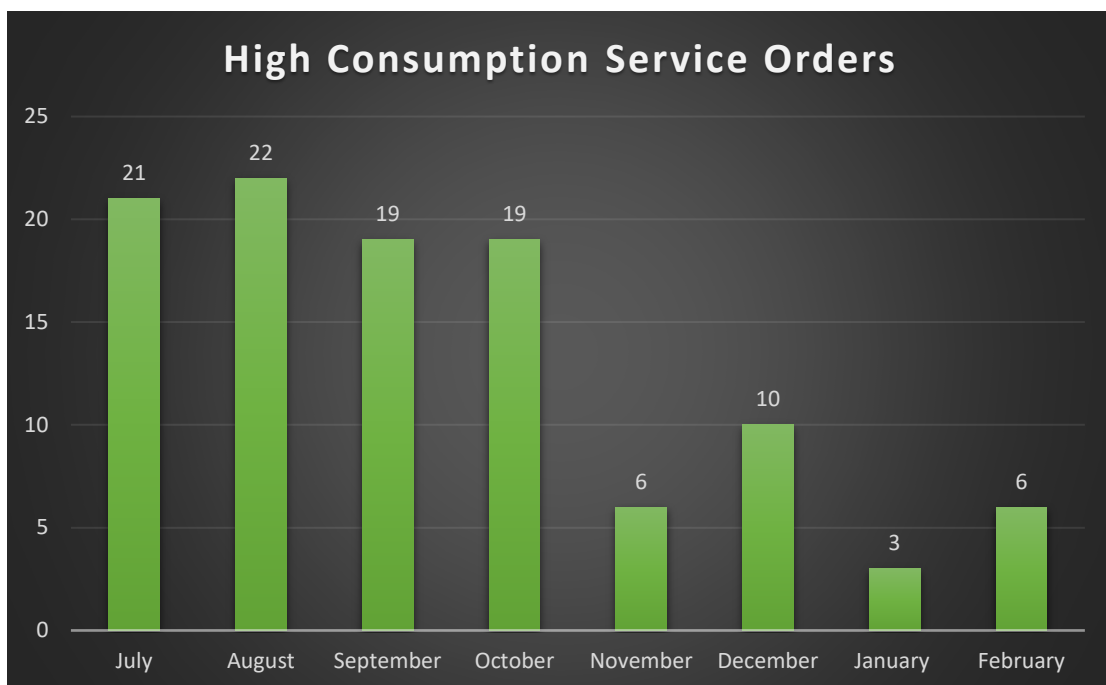
### Customer Portal

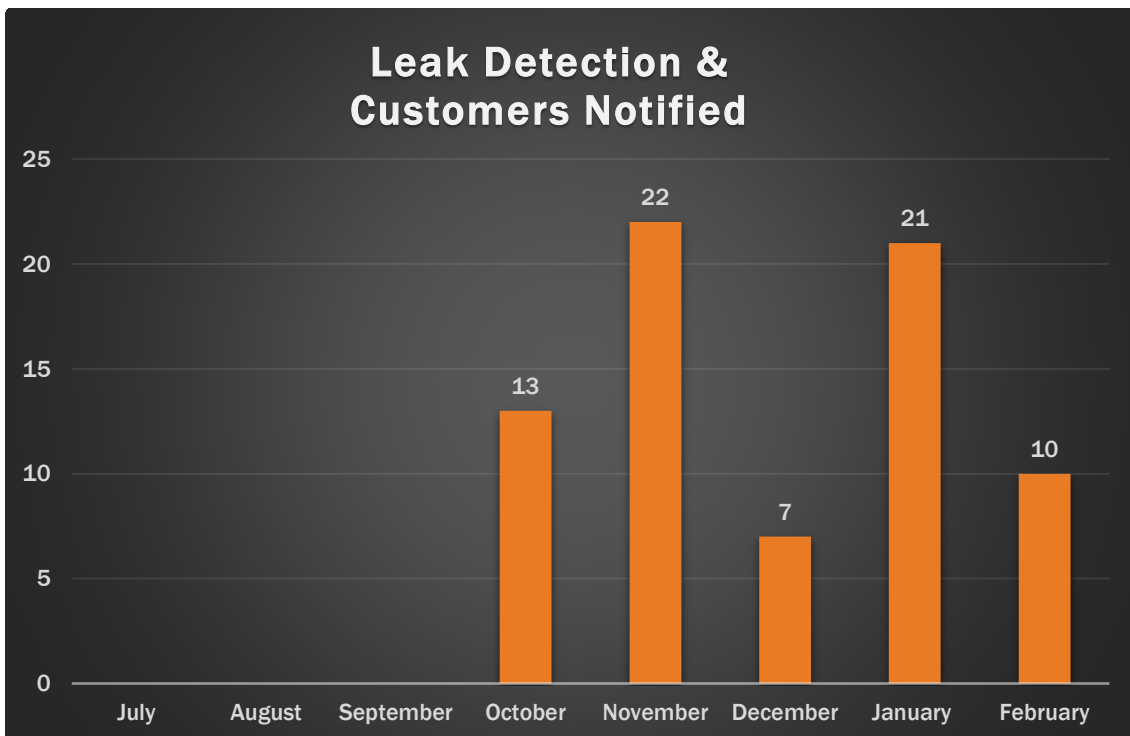
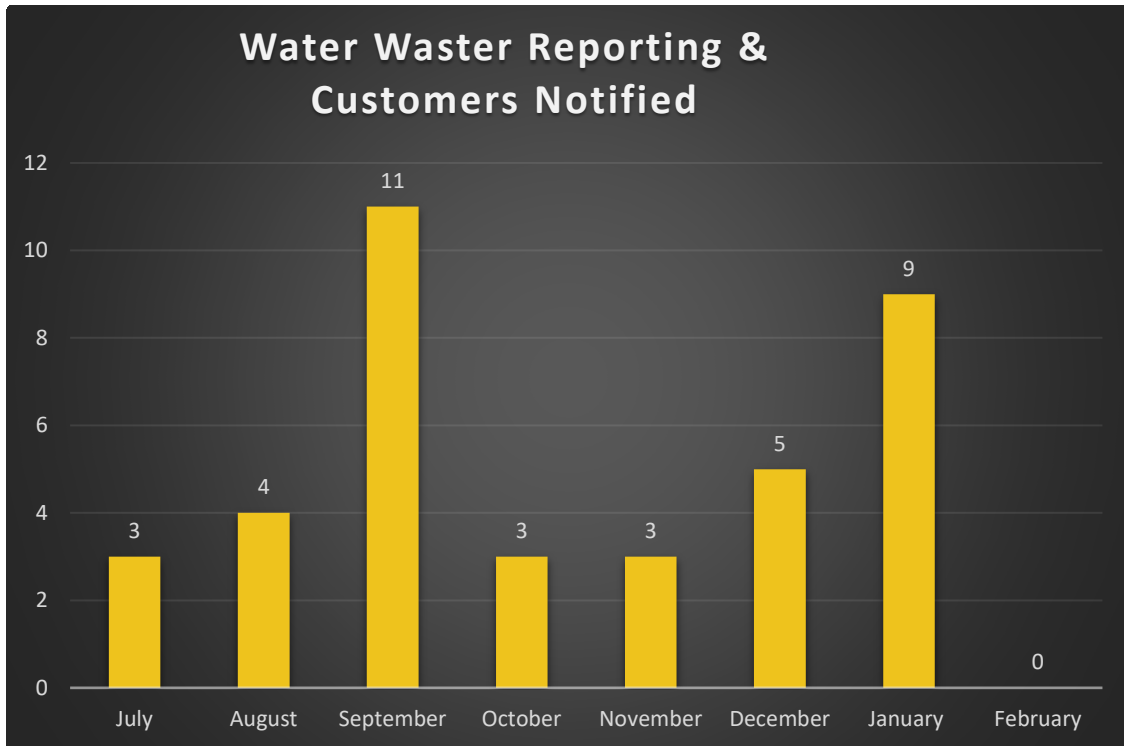
The District has implemented a new AMI infrastructure and Neptune 360 portal. All customers are encouraged to sign up for the portal bill and leak alerts. Customer adoption is trending about 4% per month since launching, reaching 38% or 5,202 customers registered so far.



### Monitoring of 13,810 Accounts

The District continues to leverage the new AMI infrastructure and Neptune 360 portal to investigate high consumption, identify water wasters, and detect leaks.





## 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 February 2023.

### **Current Work Priorities**

The accounting team continued to provide documentation and coordinate with TKE Engineering to prepare reimbursement claims to the State for the Regional Water Reclamation Facility grant agreement.

The Long-Range Financial Plan RFQ bid period was completed and responses were reviewed and evaluated.

The Finance Department continues to update the procurement policy to meet District needs while ensuring it meets State and Federal laws.

The Accounting Department went live with the Wells Fargo payment manager program as of January 1, 2023. Vendors opting to participate can now be paid via credit card or ACH, in addition to paper checks, as part of the standard workflow.

The Accounting Department has transitioned to the new Wells Fargo portal for credit card activity and continues to provide training as needed to all departments on how to use the new portal. The department has also begun the process of importing credit card purchase activity directly into the financial system, which will reduce the time spent by other departments and accounting staff manually entering activity.

Annual payment coupons for retirees on the District's medical plan were sent out by the department.

The Accounting Department continues to support other departments as needed.

### Human Resources

- Processed new and separated employees.

### Information Technology

- Continue to evaluate the migration from Unidata to another ERP system.
- 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

- Provided several corrections to customer service for customer accounts.
- Began work on letter preparation for the Fiscal Year 2023-2024 Sewer Fee prepayment period.

### Public Relations

- Finance continues to work with Public Relations on customer outreach related to delinquent accounts and ways to get help to pay for their past due water bills.
- Finance continues to work with Public Relations to answer customer questions related to assessment districts and questions about property tax statements.

### Engineering and Construction and Maintenance

- Two new reimbursable jobs were requested by Engineering.
  - Greed Day Village – tiny homes and strip mall
  - DHS Corporate Walk – community park improvements
- Accounting department continued to update the retention payment process for contractors opting to hold retention in escrow accounts.

### Operations

- The Director of Finance prepared financial data needed for the annual water loss audit reported to the State.

### **Budget**

Budget transfers in February 2023 amounted to \$61,806 for solar field maintenance, turf rebate program, health department monitoring, and repair materials.

### **Audit**

The Fiscal Year 2021-2022 audit fieldwork and virtual fieldwork continued into February with final selection testing and draft preparation.

### **Payroll**

The Payroll Department continues to work with other departments to ensure timecards are prepared accurately.

### **Cash**

Total cash receipts for the month of February 2023 amounted to \$1,304,280 with the majority being mainly from normal bill payments.

Cash disbursements for the month of February 2023 amounted to \$2,284,216.58 with the largest payments going to:

- Desert Water Agency - \$323,010.37
- US Bank Corporate Trust Services - \$291,895.28
- Southern California Edison Company - \$241,607.20

- City of Desert Hot Springs - \$219,980.77
- California Public Retirement System - \$108,104.20
- ACWA-JPIA Health Benefits Authority - \$107,466.12
- Net Payroll – \$259,934.97
- Payroll Taxes - \$104,240.39

## Innovation and Technology Department

The Innovation and Technology (IT) Department continues to work with staff and vendors to achieve technological enhancement and meet innovation goals established by the MSWD Board of Directors. Below are project highlights and summaries for February 2023.

### **Technology Improvements**

The IT Department completed network setup for the Horton Plant North Building.

The IT Department setup a demonstration server and camera at the Horton Plant to fully test and begin learning the surveillance system to be used at the Regional Water Reclamation Facility. Feedback from staff has been positive as we plan additional surveillance expansion as upgrades are required.

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

Improvements continue to be made in data management, enabling staff to perform functions digitally as well as securely from mobile devices.

Cybersecurity improvements continue to be made to improve District security.

Desktop computers and laptop upgrades continues as needed.

### **On-Going Cyber Security Training**

The IT Department continues the monthly anti-phishing training scenarios with staff and Board members. Staff has been diligent in reporting suspicious emails or contacting the IT Manager for review of suspicious emails before acting.

## Purchasing Department

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

Price increases and supply chain issues continue to surface within our industry. Specifically, PVC pipe and fittings, ductile iron pipe and service brass fittings, restraints, hydrants, and



valves, as well as many other products, are experiencing significant shortages that could lead to extended lead times. Along with these supply chain problems, pricing continues to escalate. These problems exist with both domestic and import materials. Staff will continue to monitor the situation and perform due diligence in getting all the material that is needed to maintain the water systems.

Inventory was issued for use by field crews that totaled \$37,862.27.

The District has received the order for 160 of the Neptune 3/4-inch meters on February 14, 2023. The current lead time for Neptune meters is 40 weeks. Staff will revisit the meter inventory in July 2023 as to when the next order will be placed.

Staff continued the clean-up and reorganization of the Corporate Yard. All scrap metal, recycled copper and brass bins have all been picked up. The trash roll-off bin was received on February 7, 2023 and was filled with debris and hauled away.

The order for the 128 DFW meter boxes and lids that was placed on June 29, 2022 was received on February 27, 2023. The current lead times for DFW meter boxes and lids is 8-10 months.



## ENGINEERING AND OPERATIONS

### Engineering Department

Below is a list of Capital Projects and status updates for February 2023.

#### **Well 42 Project**

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

The contractor is in the process of procuring the well motor and pump assembly.

The design engineer, AECOM, is preparing revisions to the electrical sheets based on the motor horsepower change and will issue a bulletin in the coming weeks.

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**

Following Board approval of a change order last month, the well contractor, L.O. Lynch, mobilized to the site in preparation for additional well rehabilitation efforts.

Staff completed the Categorical Exemption environmental clearance for the project and it was approved by the Board in February 2023. Documents have been submitted to the County and State.

Staff anticipates bidding the remaining well rehabilitation items following successful completion of the downhole rehabilitation efforts.

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

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

Engineering and Operations staff are evaluating the breadth and depth of the proposed water CIP.

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

DWR has approved repurposing the grant funding for this project and combining with other grant funding for the Area D3 construction. Staff plans to prepare a grant amendment in the coming weeks.

### Horton Effluent Filtration System

Staff is completing the plan check of the 100% design submittal received from TKE Engineering. Once complete, the final bid package will be prepared.

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

The design consultant, Genterra, continued progress on the 60% construction plans and specifications.

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

Staff have completed an internal review of the project plans and has returned them to the consultant for corrections. Staff sent a template for the specifications to the consultant to return for staff review prior to proceeding to bid advertisement.

### Regional Water Reclamation Facility

The project team continued processing submittals and responding to RFIs submitted by J.F. Shea Construction.

J.F. Shea Construction continued construction on the Regional Water Reclamation Facility forming and pouring the south half SBR tank walls with only one wall pour remaining, erecting the steel operations building, and forming and pouring of the Influent Pump Station and Headworks walls and channels.



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

Staff continues to monitor progress on the SRF/Grant funding application with the SWRCB. The SWRCB is processing the Final Budget Approval. Once approved, staff will prepare the reimbursement request.

### **Regional Water Reclamation Facility Conveyance Line**

Staff and the consultant, TKE Engineering, have prepared a draft easement document and are working with the CVCC for approval. Once signed by the CVCC, it will be brought to the Board for approval.

The project team continued processing submittals and responding to RFIs submitted by Downing Construction, Inc.

Downing Construction has mobilized on-site, established their construction yard, and began receiving pipeline materials for construction.



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

Staff has completed coordination with Riverside County regarding pavement rehabilitation requirements and potential cost share partnership. The County will be a cost share partner on a portion of overlapping work along Bubbling Wells Road.

Staff has completed checking the draft design package and will be returning it to the design consultant, AECOM, to finalize in the coming weeks.

## Operations & Maintenance

### **Construction & Maintenance**

#### Water Line Locations

Staff completed approximately 502 water line location requests. Staff continues to use iPads with the GeoViewer Mobile app to streamline and manage line locations.



#### Water System Repairs/Replacement

Staff replaced nine water service lines with copper, repaired 13 service line leaks, repaired six mainline leaks, and replaced three fire hydrants.



A section of mainline was abandoned due to aging pipe and leaks.



Water System Maintenance

Staff continues to implement routine 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 150 ground valves exercised, 55 fire hydrants were flushed and maintained, zero air-release valves were inspected and/or rebuilt, zero Cla-Val valves were inspected, and 69 blow-offs were flushed.

CMMS Workorder Program

A total of 32 work orders were processed in February 2023 using the CMMS program.

New Water Meter Service Installation

Staff installed 22 new water service lines in February 2023.

Fire Flow Testing

Staff continues performing field fire flow tests for the Engineering Department. Nine fire flow tests were conducted in February 2023.

Permanent Paving Repair

B-81 Paving has been working on the current paving patch list and completed 28 permanent asphalt patches in February 2023.

**Fleet and Facility Maintenance**Janitorial Services

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 (Wednesday and Friday).

### Building Maintenance

- Replaced several light bulbs and fixtures in various locations throughout the Administration Building and Accounting Modular
- Replaced water filter at the water fill station at the Corporate Yard

### Standby Generator Monthly Maintenance Program

This testing ensures the generators are functioning correctly and ready to be used when needed. During routine testing, staff discovered the portable 230 KW Cummins generator is not producing power. The generator repair technician discovered multiple operating functions to be concerning and suggested the generator be taken out of service.

### Fleet Maintenance/Repairs

- Repaired windshield due to a crack from a rock in the road on Unit 421
- Rebuilt hydraulic tongue jack and replaced seal on the tank door on Unit 385
- Replaced internal transmission filter on Unit 391 at dealership that was causing check engine light to come on and putting unit into limp mode
- Replaced leaky transmission lines on Unit 391
- Replaced battery on Unit 362
- Unit 117 was taken to RDO Equipment for electrical repairs that caused the unit not to turn over and start

### **Wastewater Collections**

#### Sanitary Sewer Overflows (SSOs)

There were no Sanitary Sewer Overflows (SSOs) in the collection system during February 2023.

#### Dos Palmas Lift Station

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 vacuumed out rags and grease from the Dos Palmas Lift Station and from the outfall box on aeration tanks 4 and 5.



### Sewer Line Locations

Staff completed 500 sewer line location requests. Staff continues to use iPads with the GeoViewer mobile application to streamline and manage line locations.

### Sewer Line/Collections Maintenance

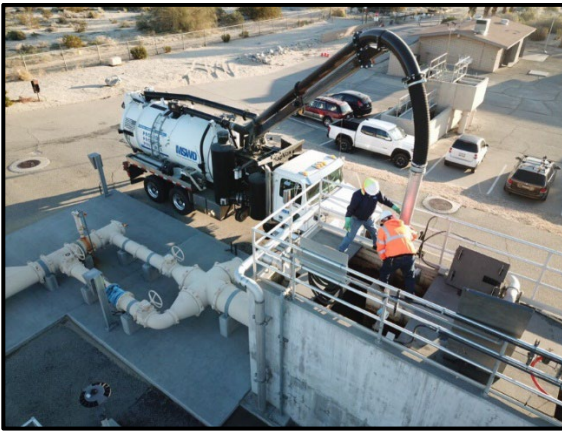
Staff did not complete any CCTV inspections. Staff cleaned approximately 7.08 miles of sewer mainline AD-11 and AD-12 during February 2023.

### Wastewater Treatment

#### Plant Maintenance

Staff spent a combined 516-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 167-man hours operating the sludge belt filter press, including filling and removing zero trailers of sludge from the Horton and Desert Crest WWTPs.

Staff used the GapVax truck to remove grit that had accumulated in the headworks channel.





At the main gate of the WWTP, a water line that feeds the laboratory and north building had sprung a leak under the asphalt. Staff hydro excavated a new trench due to the depth of the broken pipe and replumbed a new service line at a more manageable height.



Staff has been working on a replacement sludge hauler and until this is completed, staff will be storing sludge in the asphalt beds.



### Sampling

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 permit discharge requirement.

Staff continues to perform monthly groundwater sampling and sound water levels at the groundwater monitoring wells for the RWRF.

### Pond Maintenance

Staff cleaned and rehabilitated Ponds 1, 3, 6, 7, and 8 in February 2023. Ponds 1 and 6 were cleaned twice.



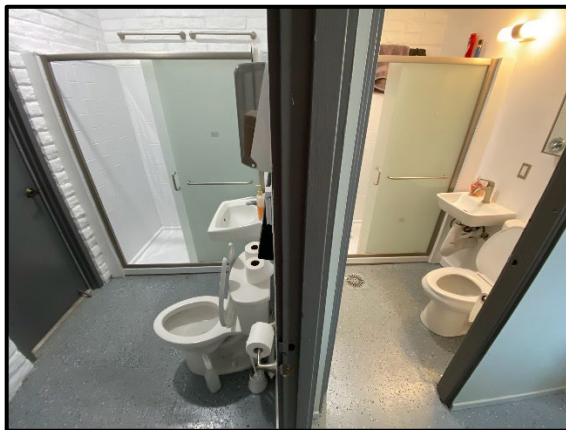
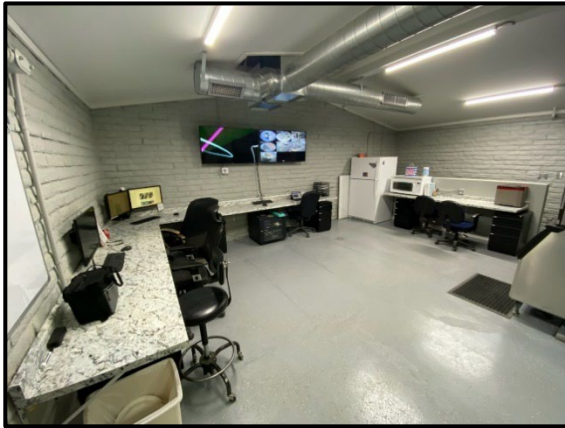
### Training

Staff continues to conduct a weekly department "Wastewater Training" program. These trainings are intended to provide all operators with consistent knowledge and a better understanding of processes, including operating equipment in a more proficient manner. This training also aids in keeping operators safe when completing maintenance. This month's training included:

- NIST Traceable Certificates
- Belt Press Minimum Start Up Expectations
- Backflowing Influent Pumps at the Headworks
- Confined Space Permit

Horton WWTP North Building Rehabilitation Project

Staff completed the work on the North Building new office, breakroom, and locker room.



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

New Sanitary Service Connections to Collection System

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	4	18	8	7	9	51	2
Aug.	26	20	4	1	8	53	2
Sep.	20	20	5	2	12	8	11
Oct.	13	36	9	4	8	12	4
Nov.	8	29	50	10	9	7	7
Dec.	8	12	9	3	3	64	1
Jan.	35	14	21	7	1	16	8
Feb.	4	7	23	5	1	42	0
Mar.		17	48	1	0	23	5
Apr.		7	18	3	3	15	30
May		16	17	11	3	20	45
June		2	21	7	3	6	70
<b>Annual Total</b>	<b>118</b>	<b>198</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>	<b>185</b>

Additional sanitary service connection information is provided in Appendix B.

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

Monthly Wastewater Flows

<b>WASTEWATER FLOW MGD</b>				
2022/23	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.980020	2.086591	0.038856	0.045610
Aug.	2.007484	2.156507	0.043378	0.051750
Sep.	2.085598	2.243680	0.042339	0.047130
Oct.	1.980283	2.266199	0.045616	0.052230
Nov.	1.966075	2.124845	0.045861	0.050330
Dec.	1.963779	2.145901	0.041817	0.050300
Jan.	1.954007	2.142796	0.043181	0.048220
Feb.	1.917610	2.093768	0.041724	0.056170
Mar.				
Apr.				
May				
June				

Additional wastewater flow information is provided in Appendix B.

## Water Production

### Water Pumped/Produced

During the month of February 2023, the District's three water systems produced the following quantity of water:

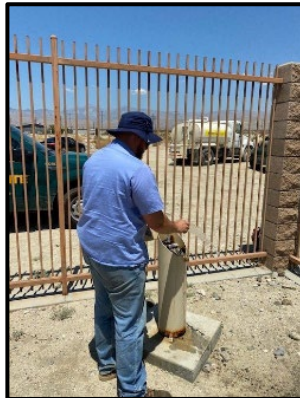
- MSWD (CA3310008) – 479 Acre Feet (156.33 MG)
- Palm Springs Crest (CA3310081) – 3.55 Acre Feet (1.16 MG)
- West Palm Springs Village (CA3310078 – 7.10 Acre Feet (2.31 MG)

### Water Sampling/Testing

Staff collected 62 routine bacteriological (Bac-T) samples and six general physical samples in February 2023 (total of all three systems).

The MSWD Monthly Coliform Monitoring Report for February 2023 was sent to the State Water Resources Control Board on March 10, 2023.

The regular monthly uranium sampling at Well 26A was completed on February 6, 2023.



### Chlorination System Updates

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 February 2023, with only typical preventative maintenance for these pumps. However, staff made a repair to the chlorinator at Well 24 on February 28, 2023. The chlorinators in ID-E were cleaned on February 3, 2023.

Staff is currently working on completing and installing two additional automatic chlorine analyzers. Water Production Operator, Adam Wagner, has begun the



build of these two analyzer cabinets. Staff is trying to find an opportunity to install one of these analyzer cabinets in March 2023.

During the month of February 2023, staff checked and documented the chlorine residuals throughout the distribution system a total of 90 times. The average chlorine residual of these 90 readings is 0.92 ppm. (Reflects data in DHS and ID-E systems)

During the month of February 2023, staff checked and documented the chlorine residuals at all the wells that are in-use a total of 96 times. The average chlorine residual of these 96 readings is 0.88 ppm. (Reflects data in DHS and ID-E systems)

During the month of February 2023, staff injected and documented a total of 1,111 gallons of chlorine (12.5% solution strength) into the distribution system at the production facilities. (Reflects usage in DHS and ID-E systems)

### Well Soundings

Staff continues to sound the groundwater levels for 13 production wells and nine monitoring wells. Staff usually strives to complete the soundings early in the month to be able to identify any abnormalities. Staff completed the soundings by February 23, 2023.



### Production Facility Updates

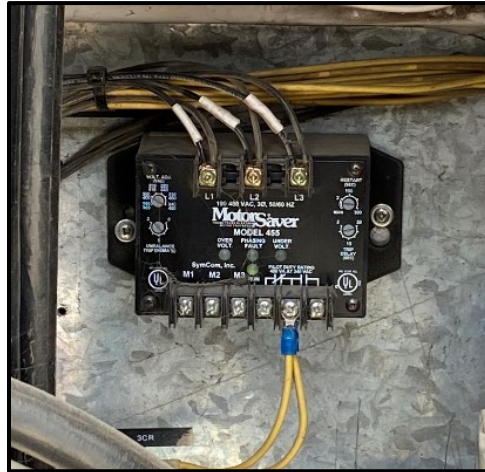
Staff continues to oversee all water production sites making necessary adjustments. Staff routinely climbs reservoirs and conducts monthly overflow maintenance as needed. Staff also conducts reservoir roof inspections using a drone.

### Well 33 Rehabilitation

The chemical rehabilitation and redevelopment pumping for Well 33 has been completed. The contractor's, L.O. Lynch, next step is to disinfect the well and install the test pumping equipment. The well will be fitted with a submersible pump/motor instead of the previous verticle turbine setup due to the excessive wind and sand at that location. Kyle Groundwater confirmed that the target pumping rate will be 850 gpm.

### Motor Savers

There are currently 17 motor saver units that still need to be installed. There's been a backorder delay on these units, but the installations are scheduled to start the first week of March 2023.



### Reservoir Inspection and Cleaning

During the month of February 2023, nine of the reservoirs were cleaned and inspected by Inland Potable Services, a Colorado based contractor. The reservoirs that were serviced included High Desert #1 & #2, Highland, Annandale, Two Bunch #1,, Mission Lakes, Little Morongo, Quail, and Vista. All reservoirs are in good condition except for Vista. Vista should be rehabilitated/replaced within the next five years. Staff is still waiting on the final reports from the contractor.

### Well 24 Electrical Rehabilitation Project

The electrical rehabilitation at Well 24 is still incomplete. Staff is working with the contractors and their subcontractors to complete the outstanding corrections/repairs. As of now, there is one remaining item: the replacement of the bypass contactor current transducers (CTs). The contractors believe these CTs are faulty and are causing the motor saver to throw a fault code, thus preventing the proper operation of the well. Staff anticipates the replacement of these CTs to be completed in March 2023. Additionally, staff had one of the 800A fuses blow (Phase B), and another fuse (Phase A) had excessive electrical resistance. Both fuses were replaced in February 2023 by the R.I.C. Construction electrician. Staff has a full set of backup fuses on hand.

### Overhill MCC

Staff replaced a faulty motor control center door security sensor at the Overhill MCC on February 23, 2023 to ensure continued site security.

### Gateway Fire Pump

The Gateway Fire Pump was tested by staff on February 8, 2023. The pump and controls are properly operating.

### Well 22 Rehabilitation

L.O. Lynch has been selected to perform the rehabilitation of Well 22. The target completion date is April 2023. Staff held a pre-rehabilitation meeting onsite with the contractor on January 25, 2023. This meeting confirmed the following:

- The first task is the Electromagnetic Defectoscope Multi-String (EMDS) Survey and is planned for the week of January 30, 2023. The EMDS Survey measures the wall thickness of the well casing and this information is needed to calculate the proper acid treatment plan.
- The well will be outfitted with at least a 2,000 GPM test pump (may be 2,200 GPM). The well has been video inspected, brushed and bailed (they removed nearly 16 feet of sediment and approximately 40 feet of 1/2-inch PVC that was down the well), and the focused intake test pump has been installed. This test pumping will begin during the second week of March 2023, and rehabilitation is expected to be completed by the end of March 2023.





### Terrace Booster Station

The Terrace Booster Station is scheduled to be pulled on March 7, 2023.

### Well 29 Perimeter Fencing

The perimeter wrought iron fencing at Well 29 was stolen on January 13, 2023. Staff temporarily repaired the opening with chain-link fencing. Staff three quotes for repairs and Patton Enterprises Inc., was awarded the work. Staff anticipates the repairs to be completed by the end of March 2023.

### Well 29 Motor Failure

The motor at Well 29 failed in the early morning hours of February 28, 2023. Staff responded immediately to ensure that necessary production could be maintained with this well down. L.O. Lynch removed the motor by the end of the day while staff searched for a motor replacement. A new motor was purchased and installed on March 3, 2023. The well is back in operation.

### SCADA Communication Improvements

Staff expanded and improved the SCADA communications network by adding new ubiquity ethernet radios/antennas at Well 27/31, Valley View, and Overhill. This improvement will not only increase network capacity (speed and redundancy), but will also improve existing control strategies and redundancies, and allow for the future installation of more site security video cameras.

### Well 26A

The uranium treatment filter bags at Well 26A were changed out on February 17, 2023.

### Landscaping

Staff continues to oversee the landscape contract with Urban Habitat for 36 sites throughout the District. Staff has seen improvement in their service. Also, staff has asked them to clean up the cell tower area located east of the Administration Building. This cleanup work should begin in March 2023.

### Chlorine Delivery

With the help of Construction & Maintenance, staff is working on improving the methods of delivering chlorine to the well sites. Staff has acquired a new tank, pump, and hose reel for this project, and staff is working on welding up a pump skid to slide into the bed of the trucks. Photos will be provided when the work is completed.

### Production Staffing Update

The department is looking to hire a person for the WPO I/II position. Interviews are scheduled for Wednesday, March 22, 2023.

### MSWD Water Bottling

Staff assisted with the bulk water pickup at Well 31 for the annual MSWD water bottling project on February 8, 2023.

### Well 33 Solar Site

Staff continues to monitor the solar site. There is no performance report being provided this month. Staff has reached out to Total Energies countless times over the past several months after the performance team confirmed that performance reports were incorrect. Total Energies' performance team passed this on to the data analytics team to rectify the issue, however, there has been no response to the multiple inquiries. Staff is reaching out to their management team.



Through continued development in the Desert Hot Springs area and at the request of new customers, water services are always being added. Below is a summary of new water services added each month.

New Service Connections to the Water System

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18
July	6	18	7	4	5	7
August	28	19	6	10	5	3
September	22	23	18	2	14	4
October	16	33	13	3	21	8
November	10	27	10	16	4	0
December	9	9	2	17	3	3
January	26	14	15	6	3	20
February	14	8	13	8	5	11
March		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>131</b>	<b>196</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>
<b>Avg./ Mo.</b>	<b>10.92</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	Variance		FY	FY	FY	FY
	2022/23	from prior	year	2021/22	2020/21	2019/20	2018/19
	AF	AF	%	AF	AF	AF	AF
July	751.79	-44.78	-5.6%	796.57	857.77	853.23	857.20
August	850.19	10.26	1.2%	839.93	885.31	795.18	806.47
September	716.03	-22.62	-3.1%	738.65	784.80	757.08	689.47
October	691.98	26.80	4.0%	665.18	755.84	709.39	709.81
November	599.39	-80.46	-11.8%	679.85	690.13	619.87	631.75
December	554.27	-11.21	-2.0%	565.48	588.32	537.23	502.16
January	530.39	-49.89	-8.6%	580.28	537.96	553.20	570.20
February	490.41	-36.93	-7.0%	527.34	495.61	520.85	415.49
March		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>-208.83</b>	<b>-3.9%</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 February 2023:

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

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

### **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.

The consultant, WSP, completed the Final Mission Creek Subbasin SGMA Annual Report for Water Year 2021-22. The final report will be uploaded to DWR's SGMA Portal prior to the deadline of April 1, 2023.

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

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

The consultant, Provost & Pritchard, began preparing the San Geronio Pass Subbasin SGMA Annual Report for Water Year 2021-22. The final report is due to DWR by April 1, 2023.

### **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 monthly Coachella Valley Salt and Nutrient Management Plan (CV SNMP) Update meeting. The CV SNMP Agencies completed the selection process for the independent technical expert, a role critical to the overall technical guidance of the SNMP Update.

The consultant, West Yost, completed the stakeholder outreach plan, with the Stakeholder Kickoff Workshop scheduled for March 22, 2023 at 10:00 AM at CVWD.

Staff continued coordinating with CVWD in preparing the Annual SNMP Monitoring Report, including review and comment on the draft report. The final monitoring report is due to the RWQCB by March 31, 2023.

## PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

### Past and Upcoming Sponsorships / Events

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

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



#### MSWD Blood Drive: Wednesday, February 22, 2023

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

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

MSWD hosted a Water Efficiency Workshop with UCCE Master Gardener Burt Boss, who shared his experiences and techniques for creating a desert oasis using water efficient irrigation and landscaping techniques.



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

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



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

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

### Upcoming Sponsorships / Events

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

MSWD will be attending a special community event in the Mountain View community this month, promoting programs and services offered by the District.

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

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



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

MSWD is again proud to be a part of the 31<sup>st</sup> Annual Senior Inspiration Awards. The event honors seniors from each of the Coachella Valley cities and the County of Riverside and celebrates the accomplishments of some of our most-valued community members.



#### CORBS Dinner: April 8, 2023

MSWD will be attending the Colorado River Basin Section, California Water Environment Association annual dinner in April 2023. CWEA empowers wastewater professionals as they protect California's water. MSWD will receive two awards at the event, plant of the year, and special community engagement honors for our Protect Your Pipes campaign.



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

On the heels of the Colorado River Basin Section dinner, MSWD will attend the State meeting, where we will once again receive community engagement honors.

#### Desert Hot Springs Big Hearts Award: April 20, 2023

The Desert Hot Springs Rotary presents the Big Heart Awards annually to honor individuals and local businesses for doing good in our community. This year's MSWD Person of the Year is Engineering Technician II Mike Platt, who has been active in the Desert Hot Springs community for many years.



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

**Public & Media Outreach**

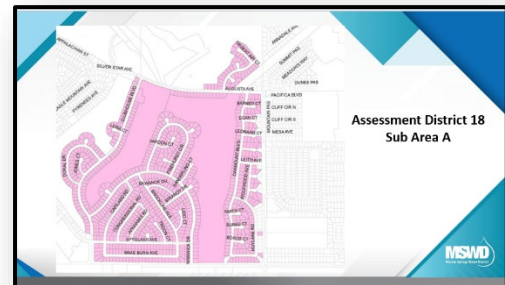
Protect Your Pipes: FOG & Wipes

Throughout the past year, the MSWD Public Affairs Department has been working to educate the public about the dangers associated with flushing wipes or other non-flushable bathroom products and disposing of greasy foods down the drains. In addition, knowing that Desert Valley Disposal was working on a new green can initiative that was rolling out this winter, we have integrated complementary messaging into our program materials and website. Most recently, the District developed a new billboard that can be seen on Palm Drive just South of Dillon Road and a bill insert promoting the proper disposal of food scraps.



Mission Lakes Country Club Assessment District Update

On March 7, 2023, Public Affairs and members of the Engineering team met with the Futures Committee at Mission Lakes Country Club to provide a status report on the septic to sewer project in the area. Specific items covered included grant funding opportunities, design status, private connection needs, and the need for ongoing community engagement, which MSWD has already been working on through the Club’s Communications Committee.



CV Water Counts Academy

The Water Counts Academy is designed for current and emerging leaders in the Coachella Valley who want to learn about the lifeblood of our valley, its water resources. Participants are required to attend five classes to receive a certificate. The sessions cover a variety of topics including: The History of Water, Groundwater, Streams, Imported Water, Colorado River, Recycled Water, Water Quality and Regulations, The Drought, Conservation in the Coachella Valley – A Way of Life, Agriculture, Golf, Cannabis, Building & Development, Water Efficiency, and Sustainability and Groundwater.



The five week online class started on February 3, 2023, and has approximately 60 individuals who have been regularly attending. MSWD hosted week three and will provide the group a virtual tour and overview of our operations during the fifth and final session.

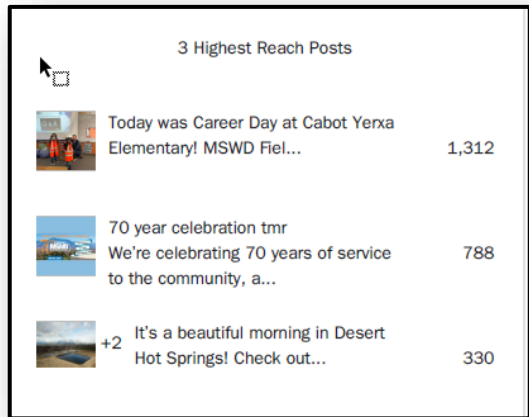
MSWD Digital Advertising

The District featured four Google and Facebook/Instagram ads promoting Free Conservation Kits, Pipe Protection, and Bill Assistance Options. Our Google campaign was successful, garnering over 325,648 impressions and 972 link clicks. Our Facebook ads had more than 79,000 impressions and 344 link clicks. A full report is included in Appendix C.



Social Media

A copy of the February 2023 social media report can be found in Appendix C. This report highlights activities and posts on the District's social media platforms. While our total engagement was down, we gained 25 new followers/audience members. Our three posts with the highest reach were our Cabot Elementary Career Day post, on of our 70<sup>th</sup> Anniversary posts, and a pictorial post promoting the beauty surrounding our Alan L. Horton WWTP.



CV Water Counts

The ad campaign netted more than 330,000 impressions on social media, websites, video viewers, and applications during February 2023. Of those, more than 73,000 were views of the Splash videos on YouTube. The website had 5,150 pageviews during the month, with Conservation Tips and Rebates being the most viewed pages. The overall number of users visiting the site was way up from February 2022, with 2,645 visiting during the month, up from 1,912 one year ago.





## Legislative Update

A copy of the February 2023 Federal Legislative Update is included in Appendix A. Following are some of the key highlights:

- Senator Dianne Feinstein (D-CA) announced that she will not seek re-election at the end of her current term in 2024. Feinstein has served in the Senate for over three decades since her first Senate election in 1992. To date, three Democratic House Members, Representatives Adam Schiff, Katie Porter, and Barbara Lee have all announced they running for Feinstein's seat.
- On Tuesday, February 7, 2023, the President delivered his second State of the Union address to a joint session of Congress. Marking roughly the halfway point of President Biden's first term, the speech focused heavily on economic and domestic issues.
- Last year, the Bureau of Reclamation Commissioner Camille Touton told Congress that the seven Colorado River Basin states needed to reach a deal to save up to 4 million acre-feet in 2023 to have enough water in the system to protect power generation at Glen Canyon Dam. The initial deadline to reach this goal was last summer, which came and went without a deal.

In the fall, the Department of the Interior (DOI) announced it would seek to revise the 2007 Colorado River Interim Guidelines, which provide Lake Powell and Lake Mead operating criteria. As a result, six of the Colorado River Basin states (Arizona, Colorado, Nevada, New Mexico, Utah, and Wyoming) sent a proposal in early February to DOI Assistant Secretary of Water and Science Tanya Trujillo and Reclamation Commissioner Touton to significantly reduce reliance and usage of Colorado River water.

Absent from signing onto this proposal is the seventh basin state, California. Under the proposed plan, California could see a reduction of up to 32 percent of its Colorado River allocation or 1.4 million acre-feet. In response, California submitted its own proposal to DOI and Reclamation. Under the California proposal, the State would agree to give up 400,000 acre-feet annually for the Colorado River system while asking Arizona to give up 560,000 acre-feet annually and Nevada 40,000 acre-feet annually. Additionally, should the worst-case scenario occur, and Lake Mead reaches dead pool (895 feet), California would give up an additional 950,000 acre-feet annually. California's proposal also clarifies that it will not forfeit its senior water rights status to Arizona or Nevada.

DOI will consider both proposals as it seeks to update the Colorado River Interim Guidelines. It is expected to produce a supplemental environmental impact statement this spring, with a final record of the decision due this summer. The six-state proposal can be found [HERE](#), and the California proposal can be found [HERE](#).

### Rebates & Conservation

The Public Affairs team continued to promote rebates and conservation throughout our service territory during February 2023.

#### Toilet Rebates

Staff funded two new toilet rebate applications in February 2023 for four toilets, totaling \$400.

#### Turf Rebates

Staff funded one turf rebate application in February 2023, totaling \$3,000. In addition, staff a total of six pending applications totaling \$89,175.50.

#### Conservation Kits

Staff received 11 requests totaling 24 kits in February 2023. One request including 14 kits for an apartment complex.

### Bottled Water Tracking Report

#### Water Donations for February 2023

Date Supplied	Requests Filled	Event or Purpose	# Cases Requested
2/6/2023	City of DHS	Council/Commission Meetings/Walk-in Guest	25
2/8/2023	Mission Lakes CC	Ladies Golf Tournament	4
2/9/2023	DHS High School	Family Night	10
2/9/2023	DHS Palletteers Art Club	Art Club	2
2/10/2023	Two Bunch Palms School	PSUSD Wellness Fair	9
2/15/2023	Miracle Springs Resort	Road Hiking Church Group	8
2/23/2023	Bella Vista Elem. School	Jog-a-thon	12
	<b>Total Cases</b>		<b>70</b>

APPENDIX A – Federal Update from Carpi & Clay

## Mission Springs Water District Federal Update

March 2, 2023

### Senator Feinstein Announces She Will Not Seek Re-election in 2024

Senator Dianne Feinstein (D-CA) announced that she will not seek re-election at the end of her current term in 2024. Feinstein has served in the Senate for over three decades since her first Senate election in 1992. To date, three Democratic House Members, Reps. Adam Schiff, Katie Porter, and Barbara Lee have all announced they are running for Feinstein's seat.

### President Biden Delivers State of the Union Address

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### Colorado River Update

Last year, Bureau of Reclamation (Reclamation) Commissioner Camille Touton told Congress that the seven Colorado River Basin states needed to reach a deal to save up to 4 million acre-feet in 2023 to have enough water in the system to protect power generation at Glen Canyon Dam. The initial deadline to reach this goal was last summer, which came and went without a deal. Last fall, the Department of the Interior (DOI) announced it would seek to revise the 2007 Colorado River Interim Guidelines, which provide Lake Powell and Lake Mead operating criteria.

As a result, six of the Colorado River Basin states (Arizona, Colorado, Nevada, New Mexico, Utah, and Wyoming) sent a proposal in early February to DOI Assistant Secretary of Water and Science Tanya Trujillo and Reclamation Commissioner Touton to significantly reduce reliance and usage of Colorado River water. Absent from signing onto this proposal is the seventh basin state, California. Under the proposed plan, California could see a reduction of up to 32 percent of its Colorado River allocation or 1.4 million acre-feet. In response, California submitted its own proposal to DOI and Reclamation. Under the California proposal, the state would agree to give up 400,000 acre-feet annually for the Colorado River system, while asking Arizona to give up 560,000 acre-feet annually and Nevada 40,000 acre-feet annually. Additionally, should the worst-case scenario occur, and Lake Mead reaches dead pool (895 feet), California would give up an additional 950,000 acre-feet annually. California's proposal also clarifies that it will not forfeit its senior water rights status to Arizona or Nevada.

DOI will consider both proposals as it seeks to update the Colorado River Interim Guidelines and is expected to produce a supplemental environmental impact statement this spring, with a final record of decision due this summer. The six-state proposal can be found [HERE](#), and the California proposal can be found [HERE](#).

## EPA Begins to Rollout Greenhouse Gas Reduction Fund

The Environmental Protection Agency (EPA) is beginning to roll out more information about the \$27 billion included in the Inflation Reduction Act (IRA) for the Greenhouse Gas Reduction Fund (GGRF). GGRF is the largest non-tax incentive program included in IRA and is intended to help fund projects in communities nationwide to reduce greenhouse gas emissions. The \$27 bill is divided into two programs: 1) General and Low-Income Assistance Program (aimed at funding projects by non-profits) and 2) Zero Emission Technology Fund Program (aimed at funding projects by states and local governments). The IRA requires that EPA obligate \$27 billion in funding by September 30<sup>th</sup>, 2024. EPA has set a target date of summer 2023 to release guidance on how to apply for both programs. EPA also launched a [website](#) to house all information about GGRF.

## WOTUS Rule Update

In response to the Army Corps of Engineers and EPA's recent release of an updated Waters of the United States (WOTUS) rule, Republicans in both the House and the Senate have introduced a resolution to use the Congressional Review Act to try to prevent the rule from being implemented. Additionally, twenty-four states, led by West Virginia Attorney General Patrick Morrisey, filed a lawsuit challenging the rule. The United States Supreme Court is scheduled to consider a case during its next term that could have further implications on implementing the new rule in *Sackett v. EPA*.

## Congressional Letters

**California Members Urge Reclamation to Lift Desalination Funding Cap.** California Senators Dianne Feinstein, Alex Padilla, and Representative Mike Levin sent a letter to the Reclamation urging the agency to lift the \$30 million per-project cap for desalination projects. The letter states that lifting the cap would give Reclamation more flexibility to administer the \$250 million authorized by the Bipartisan Infrastructure Law (BIL) for desalination projects. The letter can be found [HERE](#).

**Senators Urge Biden Administration to Address PFAS Contamination in Upcoming Budget Request.** Thirty-six senators, including Senator Padilla, sent a letter to President Biden urging him to include funding in the Administration's upcoming budget request for fiscal year (FY) 2024 to comprehensively address per- and polyfluoroalkyl substances (PFAS) contamination. The letter requests funding to close gaps in available PFAS data and research, bolster testing and cleanup efforts, and support regulations that protect people and the environment from contamination. The letter can be found [HERE](#).

**House Oversight Republicans Request Information on EJ Grants.** Chair of the House Committee on Oversight and Accountability James Comer (R-KY) and Chair of the Oversight Committee's Economic Growth, Energy Policy, and Regulatory Affairs Subcommittee Pat Fallon (R-TX) sent a letter to EPA Administrator Michael Regan requesting documents and a staff briefing on environmental justice (EJ) grants administered by the agency. The letter requests EPA records on the \$30 million Environmental Justice Collaborative Problem-Solving (EJCPS) program and the \$70 million Environmental Justice Government-to-Government (EJG2G) program to "account for [EPA's] ability to effectively prevent waste, fraud, and abuse of funding." The letter can be found [HERE](#).

## Federal Funding Opportunities/Announcements

**White House Releases Open and Upcoming Infrastructure NOFOs Calendar.** The White House released a calendar detailing current and upcoming notices of funding opportunities (NOFOs) related to infrastructure. More information can be found [HERE](#).

**EPA Issues RFI for \$3 Billion Environmental and Climate Justice Program.** EPA issued an RFI seeking comments on its \$3 billion Environmental and Climate Justice (ECJ) program authorized by the IRA. The program will provide grants and technical assistance to disadvantaged communities for climate and environmental justice projects. EPA is seeking input on program design, project types, reducing application barriers, reporting and oversight, and technical assistance. Comments are due by March 17<sup>th</sup> and more information can be found [HERE](#).

**EPA Announces Availability of \$2 Billion for EC-SDC Grant Program.** EPA announced the availability of \$2 billion in grant funding through its Emerging Contaminants in Small or Disadvantaged Communities (EC-SDC) Grant Program to address PFAS in drinking water. The funding was authorized by BIL to promote access to safe and clean water in small, rural, and disadvantaged communities through infrastructure upgrades, source water treatment for pollutants, and water quality testing. EPA will release the grant application timeline in the coming weeks and more information can be found [HERE](#).

**EPA Announces Availability of \$550 Million for EJ Grants.** EPA announced the availability of \$550 million in grant funding through the new Environmental Justice Thriving Communities Grantmaking program. This program will fund up to 11 entities to serve as grant makers to community-based projects that reduce pollution. EPA intends to award up to 11 cooperative agreements for up to approximately \$50 million each to be funded incrementally over a 3-year period. The deadline to apply is May 31 and more information can be found [HERE](#).

**EPA Announces CWSRF Funding Allocation.** EPA announced the allocation of \$2.4 billion from the Bipartisan Infrastructure Law for the Clean Water State Revolving Fund (CWSRF) to states, Tribes, and territories. This represents the second allotment of CWSRF funding from BIL (the first allocation was \$1.9 billion). A link to the state allocations can be found [HERE](#).

**Reclamation Announces \$728 Million for Western Drought Resilience.** Reclamation announced \$728 million in funding authorized by BIL to improve water systems impacted by drought conditions in Western states. The funding will support clean drinking water projects for rural and tribal communities, water conservation in the Upper Colorado River Basin, and projects to improve water supply reliability. The list of projects funded can be found [HERE](#).

## Federal Agency Personnel/Regulatory Announcements

**President Biden Issues EO on Racial Equity and Support for Underserved Communities.** On February 16<sup>th</sup>, President Biden issued Executive Order (EO) 14091 entitled “Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government.” The EO adds to the Biden Administration’s previous actions to promote equity initiatives and requirements at federal agencies. The text of the EO can be found [HERE](#).

**President Biden Announces New White House Director of Public Engagement.** Former Mayor of Atlanta Keisha Lance Bottoms announced she will leave her role as Director of the White House Office of Public Engagement next month. President Biden announced former Columbia, SC, Mayor Steve Benjamin will assume the Director role following the departure of Bottoms.

**OIRA Issues Recommendations on Broadening Public Engagement in the Federal Regulatory Process.** The White House Office of Information and Regulatory Affairs (OIRA) released recommendations to broaden public engagement in the federal regulatory process. OIRA is seeking stakeholder feedback on the recommendations and is hosting a listening session on March 7<sup>th</sup> at 3:00 pm ET. Comments are due by March 10<sup>th</sup>. Registration for the listening session and more information on the recommendations can be found [HERE](#).

**OMB Proposes Buy America Revisions for Guidance on Grants and Agreements.** The Office of Management and Budget (OMB) issued a proposed rule to revise guidance on grants and agreements to support implementation of Build America, Buy America Act provisions included in the IRA. Comments are due by March 13<sup>th</sup> and more information can be found [HERE](#).

**EPA Announces CERCLA PFAS Enforcement Listening Sessions.** EPA announced that it will be holding two public listening sessions to seek input on concerns about enforcement under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) for per- and polyfluoroalkyl substances (PFAS) contamination. There will be opportunities to provide verbal input during the listening sessions and written input submissions in a separate form. The listening sessions will be held on March 14<sup>th</sup> and March 23<sup>rd</sup>. More information, as well as registration information, can be found [HERE](#).

**EPA Announces Regional Listening Sessions on PFAS Roadmap.** EPA announced it will host regional listening sessions in February, March, and April on its [PFAS Strategic](#)

**Roadmap.** In each EPA region, listening sessions will be from 6:00 – 8:00 pm local time. A list of the listening sessions and registration information can be found [HERE](#).

**EPA Releases Updated CWA FCA Guidance.** EPA released its updated Clean Water Act Financial Capability Assessment (FCA) Guidance to assist communities with Clean Water Act (CWA) compliance. The FCA Guidance describes financial information and formulas that EPA uses to assess a community's financial resources and ability to comply with CWA. More information can be found [HERE](#).

**EPA Announces Water Workforce Webinar on Diversity, Equity, and Inclusion.** EPA is hosting a Water Workforce Webinar on March 21<sup>st</sup> at 2:00 pm ET, entitled “It Really Matters: Ensuring Diversity, Equity, and Inclusion in the Water Workforce.” The webinar will feature Sharise Horne from the Louisville Metropolitan Sewer District and Julianne Jones from the Water Environment Foundation. Registration can be found [HERE](#).

**Reclamation Issues NOPR on Public Access Conduct on Agency Lands.** Reclamation issued a notice of proposed rulemaking (NOPR) seeking comments on proposed updates to regulations and definitions for public access and conduct on Reclamation lands, waters, and facilities. Reclamation is proposing updates to existing definitions for aircraft usage, firearm possession, and camping, swimming, and winter recreation regulations. Comments are due by April 17<sup>th</sup> and more information can be found [HERE](#).

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APPENDIX B – Wastewater and Water Production Tables

### WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13
July	4	18	8	7	9	51	2	1	139	2	0
Aug.	26	20	4	1	8	53	2	4	214	4	0
Sep.	20	20	5	2	12	8	11	2	90	2	1
Oct.	13	36	9	4	8	12	4	21	65	8	2
Nov.	8	29	50	10	9	7	7	1	52	18	7
Dec.	8	12	9	3	3	64	1	0	86	22	11
Jan.	35	14	21	7	1	16	8	3	27	3	11
Feb.	4	7	23	5	1	42	0	3	5	46	6
Mar.		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>118</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

118

**Total Sewer Connections =**

**8783**

WASTEWATER FLOW MGD				
2022/23	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.980020	2.086591	0.038856	0.045610
Aug.	2.007484	2.156507	0.043378	0.051750
Sep.	2.085598	2.243680	0.042339	0.047130
Oct.	1.980283	2.266199	0.045616	0.052230
Nov.	1.966075	2.124845	0.045861	0.050330
Dec.	1.963779	2.145901	0.041817	0.050300
Jan.	1.954007	2.142796	0.043181	0.048220
Feb.	1.917610	2.093768	0.041724	0.056170
Mar.				
Apr.				
May				
June				

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

**WATER REPORT**

<b>WATER CONNECTION SUMMARY</b>														
	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11	2009/10
July	6	18	7	4	5	7	2	0	0	1	0	0	0	1
August	28	19	6	10	5	3	2	2	0	1	0	0	2	1
September	22	23	18	2	14	4	13	3	0	2	2	0	0	1
October	16	33	13	3	21	8	3	20	0	5	1	1	4	2
November	10	27	10	16	4	0	7	3	0	1	0	1	1	5
December	9	9	2	17	3	3	2	0	0	2	0	0	0	0
January	26	14	15	6	3	20	1	1	2	2	0	0	1	1
February	14	8	13	8	5	11	1	0	1	0	1	0	0	1
March		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	2	8	2	10	1	0	0	0	1	1
<b>Annual Total</b>	<b>131</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>10.92</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                              131  
**Total Water Connections =      13,468**

<b>WATER PRODUCTION</b>														
	FY 2022/23	Variance from prior year		FY 2021/22	FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16	FY 2014/15	FY 2013/14	FY 2012/13	FY 2011/12
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	751.79	-44.78	-5.6%	796.57	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49
August	850.19	10.26	1.2%	839.93	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02
September	716.03	-22.62	-3.1%	738.65	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46
October	691.98	26.80	4.0%	665.18	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71
November	599.39	-80.46	-11.8%	679.85	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77
December	554.27	-11.21	-2.0%	565.48	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27
January	530.39	-49.89	-8.6%	580.28	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19
February	490.41	-36.93	-7.0%	527.34	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24
March		0.00	0.0%	601.44	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>-208.83</b>	<b>-3.9%</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

**February, 2023**

by Hunter | Johnsen

## Google Ads Campaigns

 DISPLAY AD IMPRESSIONS  
CV WATER COUNTS

259,672

 SEARCH AD IMPRESSIONS  
CV WATER COUNTS

1,638

 VIDEO IMPRESSIONS  
CV WATER COUNTS

73,149

 CLICKS  
CV WATER COUNTS

2,302

 CTR  
CV WATER COUNTS

0.69%

 GOOGLE PROGRAMMATIC DISPLAY AD CAMPAIGN PERFORMANCE  
CV WATER COUNTS

Campaign	Clicks	Impr.
CV Water Counts Feb 2023	1,040	155,161
Use a Broom	559	79,713
Check for Rebates	481	75,448
CV Water Counts Feb 2023 Spanish	873	104,511
Use a Broom	652	72,875
Check for Rebates	221	31,636
	1,913	259,672



 GOOGLE YOUTUBE VIDEO AD CAMPAIGN PERFORMANCE  
CV WATER COUNTS

Account name	Impr.	Engagements	Video views	Clicks
CV Water Counts	73,149	27,871	13,579	157
CVWC Water Saving Tips YouTube Spanish Feb 2023	34,060	14,929	9,131	56
CVWC Water Saving Tips English YouTube Feb 2023	39,089	12,942	4,448	101
	73,149	27,871	13,579	157



## GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE

### CV WATER COUNTS

Campaign	Clicks	Impr.
CVWC Search Campaign 2022	232	1,638
	232	1,638


## KEYWORDS PERFORMANCE

### CV WATER COUNTS

Account name	Clicks	Impr.	CTR
CV Water Counts	178	1,346	13.22%
water rebates	71	373	19.03%
water service	21	400	5.25%
water agency	21	226	9.29%
grass removal rebate	19	117	16.24%
water company	13	83	15.66%
washing machine rebate	9	44	20.45%
toilet rebate	9	40	22.5%
water service provider	6	22	27.27%
water rebate program	5	23	21.74%
turf removal rebate	4	18	22.22%
	178	1,382	12.88%

# Facebook Ad Campaigns

## FACEBOOK AD PERFORMANCE HUNTER JOHNSEN

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>Save Water - Use a Broom</b> cvwatercounts.com Use a broom instead of a hose to clean your patio, sidewalk and driveway. Click for more water saving tips.</p>	498	68,221	21,473	3.18	535
	498	68,221	21,473	3.18	535



# Website Information

## PAGEVIEWS

CV WATER - CV WATER COUNTS - CV WATER ...

5,150

## NEW VISITOR

CV WATER - CV WATER COUNTS - CV WATER ...

2,339

## RETURNING USERS

CV WATER - CV WATER COUNTS - CV WATER ...

687

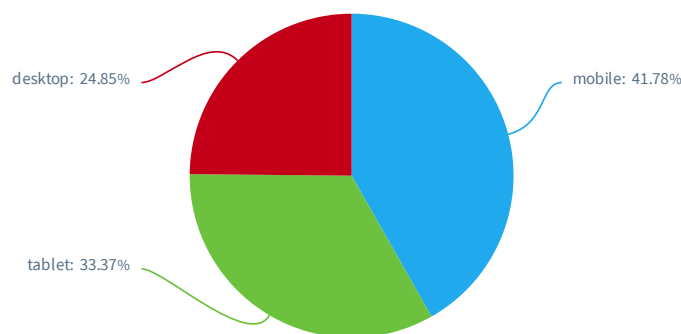
## PAGEVIEWS

CV WATER - CV WATER COUNTS - CV WATER COUNTS

Page Title	Pageviews
Conservation Tips - CVWater Counts	2,176
Rebates - CV Water Counts	1,169
CV Water Counts	423
CV Water Counts   Water Counts Academy - CV Water Counts	202
Coachella Valley Water Conservation Water Rebate Map - CV Water Counts	194
Academy Class Recordings - CV Water Counts	93
Water Counts Academy 2023 is Coming! Apply by January 31 - CV Water Counts	81
Academy Class Presentations - CV Water Counts	79
About - CV Water Counts	62
Learn - CV Water Counts	54
	5,150

## SESSIONS / DEVICE CATEGORY

CV WATER - CV WATER COUNTS - CV WATER COUNTS



## PAGES / SESSION

CV WATER - CV WATER COUNTS - CV WATER ...

1.35

## AVG. SESSION DURATION

CV WATER - CV WATER COUNTS - CV WATER ...

57s

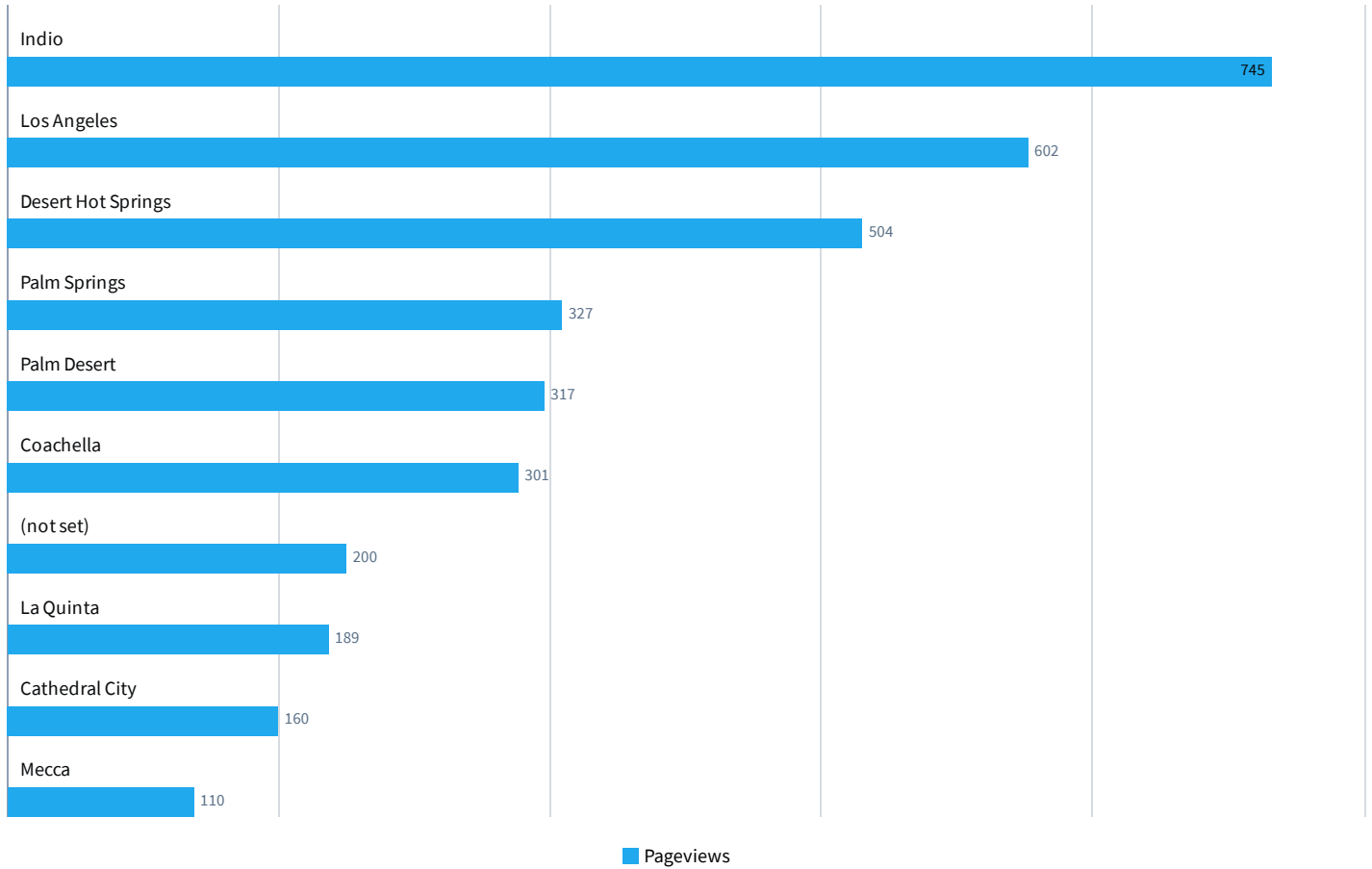
## BOUNCE RATE

CV WATER - CV WATER COUNTS - CV WATER ...

82.36%

### PAGEVIEWS BY CITY

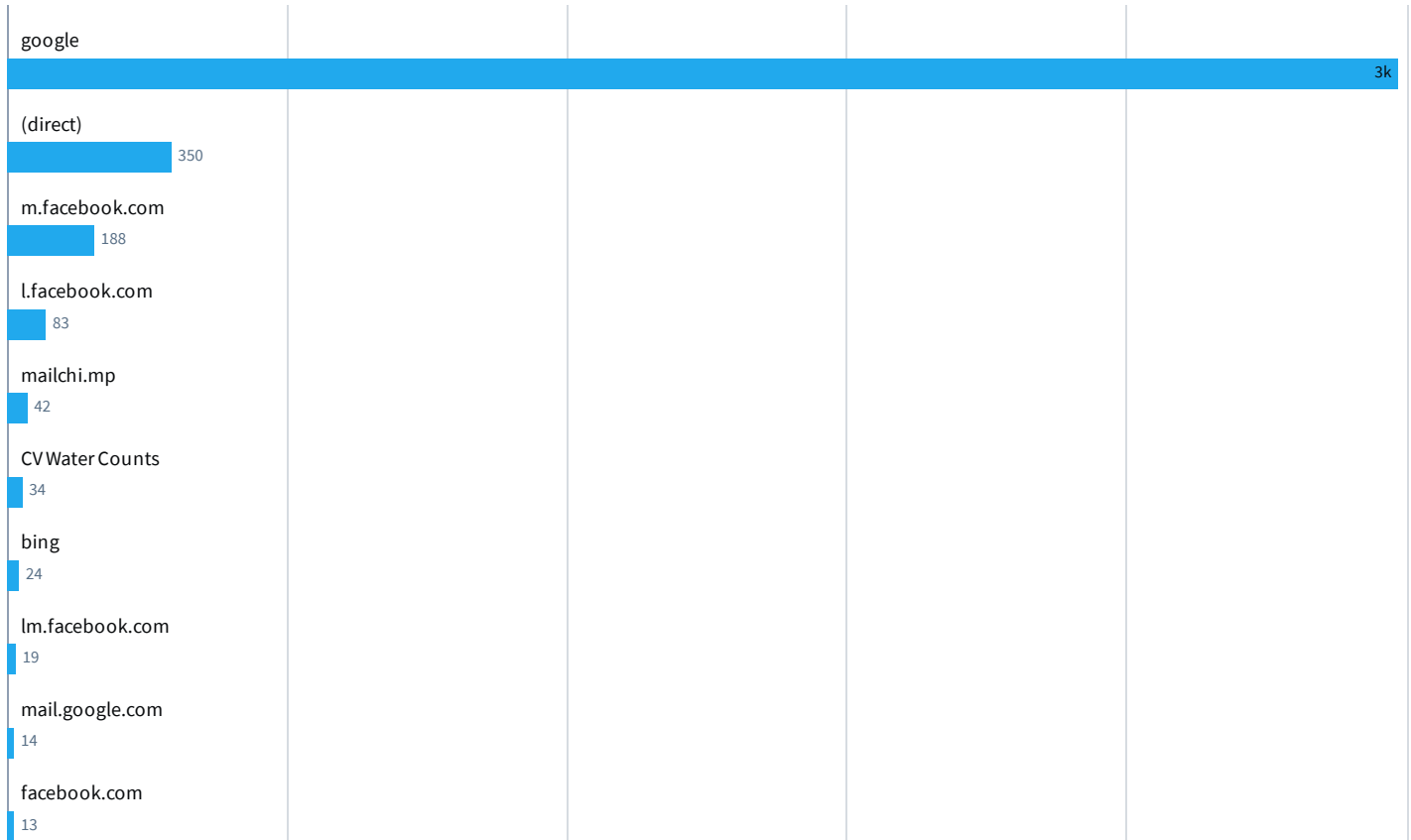
CV WATER - CV WATER COUNTS - CV WATER COUNTS



Item 20.

### USER REFERRERS

CV WATER - CV WATER COUNTS - CV WATER COUNTS



■ Sessions

### 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
February 2023	3,815	2,645	5,150	1.35	57s	82.36%	61.31%
January 2023	5,074	3,683	6,499	1.28	45s	83.43%	67.76%
December 2022	3,426	2,450	4,498	1.31	47s	83.71%	65.21%
November 2022	3,280	2,204	4,220	1.29	46s	84.24%	59.91%
October 2022	3,879	2,601	5,210	1.34	51s	81.75%	60.58%
September 2022	3,589	2,482	4,931	1.37	46s	83.03%	64.11%
August 2022	3,752	2,617	4,926	1.31	48s	83.96%	64.37%
July 2022	4,831	3,293	6,855	1.42	53s	80.23%	65.16%
June 2022	2,927	2,203	3,959	1.35	50s	83.64%	71.47%
May 2022	3,491	2,715	5,002	1.43	46s	71.7%	68.81%
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%
	46,577	30,864	63,424	1.36	47s	80.49%	65.73%

187

## Organic Search

### TOP KEYWORDS CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
lake cahuilla	1,309	2	0.15%	9.1
cleveland sage	480	0	0%	1.9
water pledge	449	0	0%	9.53
cv water	391	7	1.79%	5.74
trailing lantana	339	4	1.18%	6.18
lantana ground cover	326	2	0.61%	3.59
acacia redolens	251	3	1.2%	15.91
myoma water	233	1	0.43%	2.85
lantana montevidensis	215	0	0%	2.22
indio water	161	0	0%	4.91
	4,154	19	0.46%	6.19

### 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>	2,258	25	1.11%	13.36
<a href="https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/">https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/</a>	1,884	16	0.85%	10.19
<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>	961	5	0.52%	6.23
<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>	844	15	1.78%	29.65
<a href="https://cvwatercounts.com/plant-of-the-month-desert-carpet-acacia-redolens/">https://cvwatercounts.com/plant-of-the-month-desert-carpet-acacia-redolens/</a>	841	19	2.26%	10.34
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	827	3	0.36%	6.75
<a href="https://cvwatercounts.com/plant-of-the-month-prickly-pear-cactus-opuntia/">https://cvwatercounts.com/plant-of-the-month-prickly-pear-cactus-opuntia/</a>	734	2	0.27%	20.1
<a href="https://cvwatercounts.com/">https://cvwatercounts.com/</a>	714	33	4.62%	7.97
<a href="https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/">https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/</a>	667	2	0.3%	46.43
<a href="https://cvwatercounts.com/cv-water-counts-water-counts-academy-program-graduates/">https://cvwatercounts.com/cv-water-counts-water-counts-academy-program-graduates/</a>	601	1	0.17%	18.51
	10,331	121	1.17%	16.95

Item 20.

# Facebook Information

**f** IMPRESSIONS  
CV WATER COUNTS

66,338

**f** REACH  
CV WATER COUNTS

21,080

**f** NEW PAGE LIKES  
CV WATER COUNTS

1

**f** ENGAGED USERS  
CV WATER COUNTS

642





**f** PAGE VIEWS  
CV WATER COUNTS

190







**f** LIFETIME PAGE LIKES  
CV WATER COUNTS

4,018



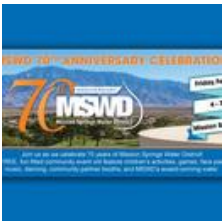


**f** POSTS  
CV WATER COUNTS

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>If you or someone you...</p>	February 27, 2023	78	2	3%	2	0
 <p>Have you taken our W...</p>	February 22, 2023	26	3	12%	3	0
 <p>One way to save water ...</p>	February 19, 2023	39	2	5%	2	0
 <p>February 19 to 25 is Na...</p>	February 19, 2023	30	3	10%	3	0
		1,474	62	4%	41	0

Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Do you know where o...</p>	February 17, 2023	33	3	9%	2	0
 <p>Avoid running the tap ...</p>	February 16, 2023	84	3	4%	2	0
	February 14, 2023	41	3	7%	3	0
 <p>Today's the Tour de Pa...</p>	February 11, 2023	93	5	5%	5	0
 <p>A real traffic-stopper, t...</p>	February 10, 2023	28	3	11%	2	0
 <p>The 7th annual CV Wat...</p>	February 9, 2023	59	5	8%	5	0
		1,474	62	4%	41	0

Item 20.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Plan your landscape t...</p>	February 9, 2023	38	2	5%	2	0
	February 5, 2023	58	5	9%	4	0
 <p>Mission Springs Water ...</p>	February 2, 2023	36	2	6%	2	0
 <p>We're in a drought. We ...</p>	February 1, 2023	831	19	2%	2	0
 <p>CV Water Counts upda...</p>	February 1, 2023	0	2	0%	2	0
		1,474	62	4%	41	0

# Instagram Information

 IMPRESSIONS  
CV WATER COUNTS

515






 LIKES  
CV WATER COUNTS

17

 FOLLOWERS ( TOTAL )  
CV WATER COUNTS




233

 MEDIA PERFORMANCE  
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
 <p>Today's the Tour de Pa...</p>	39	5	34	0	0
 <p>The 7th annual CV Wat...</p>	22	4	19	0	0
 <p>Plan your landscape t...</p>	16	1	14	0	0
	15	4	12	0	0
 <p>Have you taken our W...</p>	14	1	13	0	0
	141	18	121	0	0



Item 20.

Media	Impr.	Engagement	Reach	Saved	Video views
 <p>February 19 to 25 is Na...</p>	14	1	13	0	0
 <p>We're in a drought. We ...</p>	13	1	10	0	0
	8	1	6	0	0
	141	18	121	0	0

# Twitter Information

Feb 2023 • 28 days

TWEET HIGHLIGHTS

**Top Tweet** earned 52 impressions

Today's the Tour de Palm Springs. If you're planning to be part of the event, have fun, good luck, and be sure to stay hydrated!

#TourDePalmSprings #PalmSprings  
pic.twitter.com/gri58uF25Z



♥ 2

[View Tweet activity](#)

[View all Tweet activity](#)

**Top media Tweet** earned 49 impressions

pic.twitter.com/gQWIsurRYY

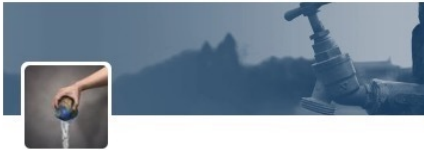


🔄 1 ♥ 5

[View Tweet activity](#)

[View all Tweet activity](#)

**Top Follower** followed by 431 people



**ARYAN AGGARWAL**

@AryanWater FOLLOWS YOU

Hello !!!!!!! I am Aryan Aggarwal a 13 year old trying to be water activist living in New Delhi,India.Except that i play chess,basketball and do shooting.#WATER

[View profile](#)



FEB 2023 SUMMARY

Tweets  
**14**

Tweet Impressions  
**315**

Profile visits  
**29**

New followers  
**0**

# E-Blast Information

## 📧 CAMPAIGN PERFORMANCE

### CV WATER COUNTS

Campaign	Send Time	Emails Sent	Total Opens	Open Rate	Industry Open Rate	Total Clicks	Click Rate	Industry Click Rate	Hard Bounces	Unsubscribe Count
CV Water Counts February 2023	<b>Wednesday, February 1, 2023 6:00 PM</b>	565	582	57.17%	16.7%	49	4.96%	0.82%	2	2
		565	582	57.17%	16.7%	49	4.96%	0.82%	2	2



# MSWD Digital Marketing and Website Report

Website, Social, and Marketing Performance

**February, 2023**

Casey Dolan

**Casey Dolan Consulting**

# Google Ads Campaigns

**IMPRESSIONS**  
MSWD

325,648

**CLICKS**  
MSWD

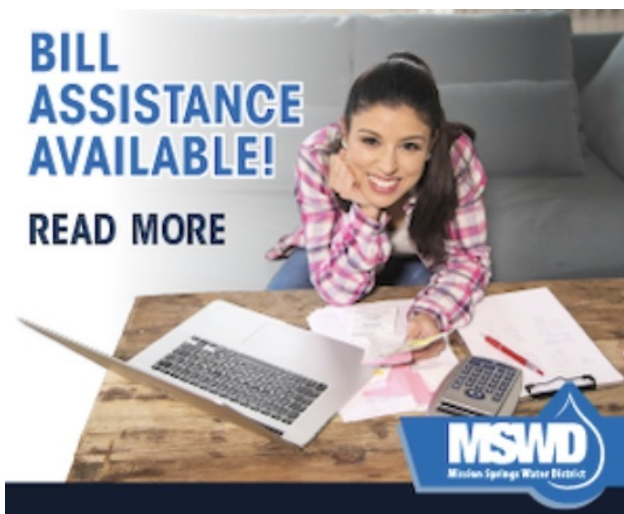
972

**CTR**  
MSWD

0.3%

**GOOGLE ADS CAMPAIGN PERFORMANCE**  
MSWD

Ad group	Impr.	Clicks	CTR
MSWD Fog / Bin Campaign	135,935	792	0.58%
MSWD Conservation Kits	104,687	85	0.08%
MSWD Bill Assistance (Woman)	40,447	49	0.12%
MSWD Bill Assistance (Man)	44,579	46	0.1%
	325,648	972	0.3%



# Facebook Ad Campaigns

Includes ad campaign information for all campaigns, excluding anniversary event

## FACEBOOK AD GROUP PERFORMANCE

MSWD

Ad	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
Conservation Kits Feb 2023	Conservation Kits Feb 2023	224	33,157	6,823	4.86	0
MSWD FOG Feb 2023	MSWD FOG Feb 2023 Two	59	27,550	24,862	1.11	0
MSWD Bill Assistance Video - Feb 2023	MSWD Bill Assistance Video - Feb 2023	47	10,600	2,470	4.29	0
MSWD FOG Feb 2023	MSWD FOG Feb 2023 #1	14	8,316	5,422	1.53	0
		344	79,623	28,119	2.83	0

**Mission Springs Water District** Sponsored

Click to learn more about the various resources that may be able to help you pay your water and other utility bills and expenses.



**BILL ASSISTANCE PROGRAMS**

mswd.org  
**MSWD Bill Assistance Programs** [Learn more](#)

Like Comment Share

**Mission Springs Water District**  
 Published by Casey Dolan · February 27 at 10:51 AM

Fats, oils and grease (FOGs) can quickly build up on the sides of pipes, solidify, and block flow. Keep your pipes clear by using your recycling bin and not putting these substances down the drain.




**AVOID FOG CLOGS!**  
 Toss food scraps and leftovers in your new organic recycling bin instead of down the drain

MSWD.ORG  
**MSWD - Avoid FOG Clogs** [Learn more](#)  
 You may not know it, but every time you pour fat, oil, or grease (FOG) do...

**Mission Springs Water District** Sponsored

At Mission Springs Water District, Value is Our Mission. Click to learn more about how your household can receive a free conservation kit to help save water and lower your water bill.



*Conservation Kit*  
 Get your free kit today!  
**Click Here!**

mswd.org  
**Free Conservation Kits Available** [Learn more](#)

Like Comment Share

# Website Information

## 📊 PAGEVIEWS

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

20,143

## 📊 NEW VISITOR

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

4,592

## 📊 USERS

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

1,791

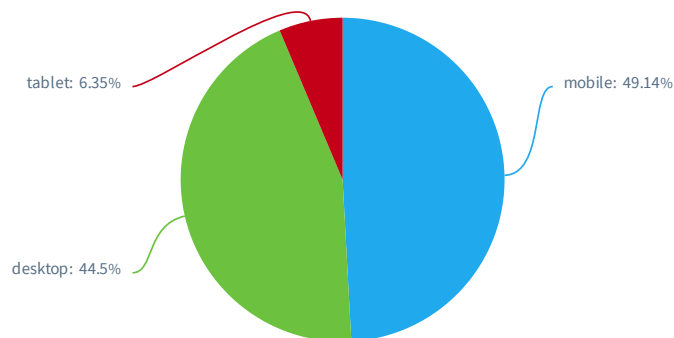
## 📊 PAGEVIEWS

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

Page Title	Pageviews
New Customer Portal   Mission Springs Water District CA	6,598
Mission Springs Water District Home Page   Mission Springs Water District CA	5,107
Protecting Your Pipes   Mission Springs Water District CA	1,102
Bill Pay Options   Mission Springs Water District CA	963
Job Opportunities   Mission Springs Water District CA	630
Application for Water Service   Mission Springs Water District CA	328
FREE Conservation Kit   Mission Springs Water District CA	319
Search   Mission Springs Water District CA	283
Careers   Mission Springs Water District CA	280
Bill Assistance and Resources   Mission Springs Water District CA	274
	20,143

## 📊 SESSIONS / DEVICE CATEGORY

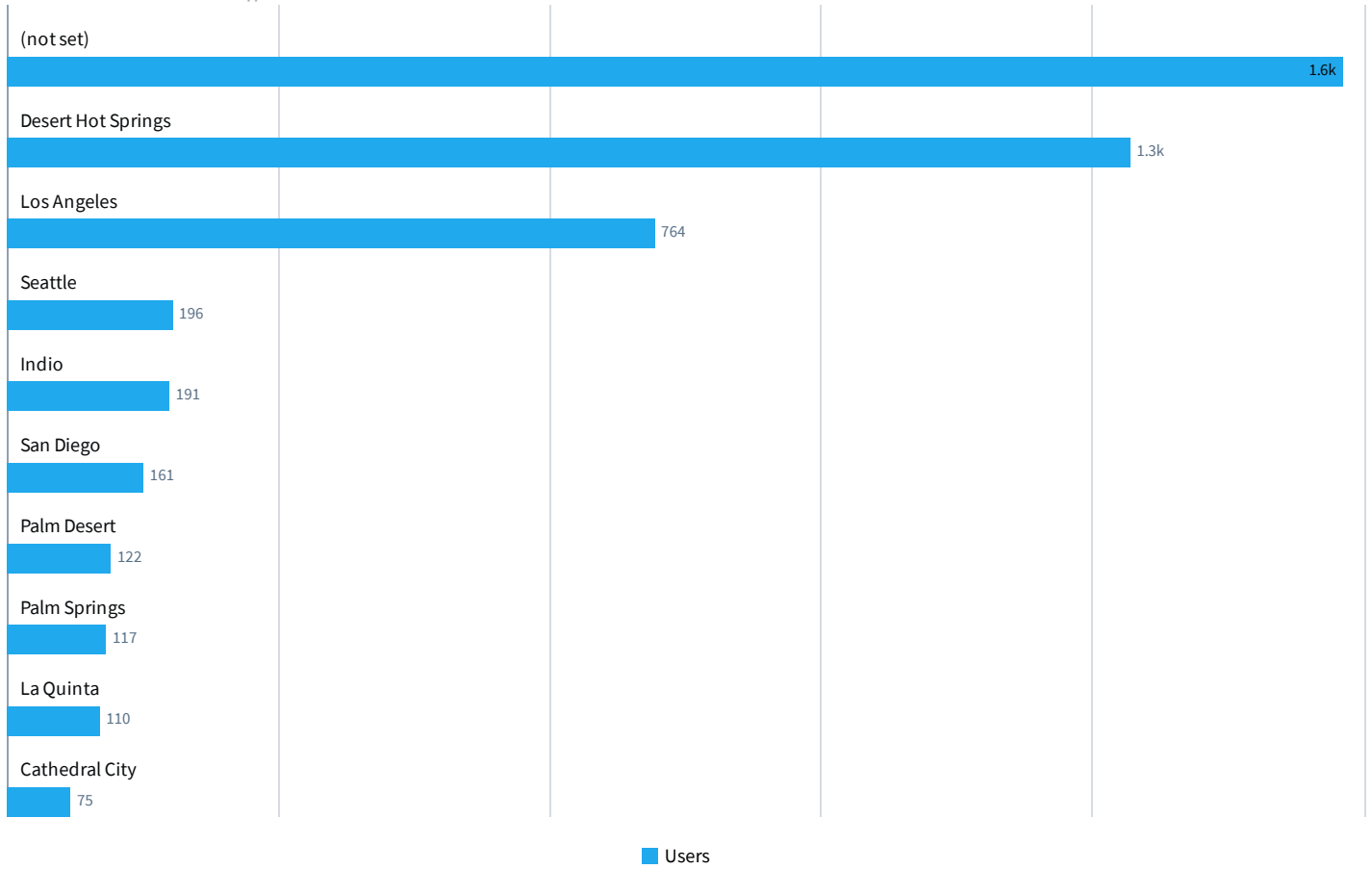
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD



Item 20.

### USERS BY CITY

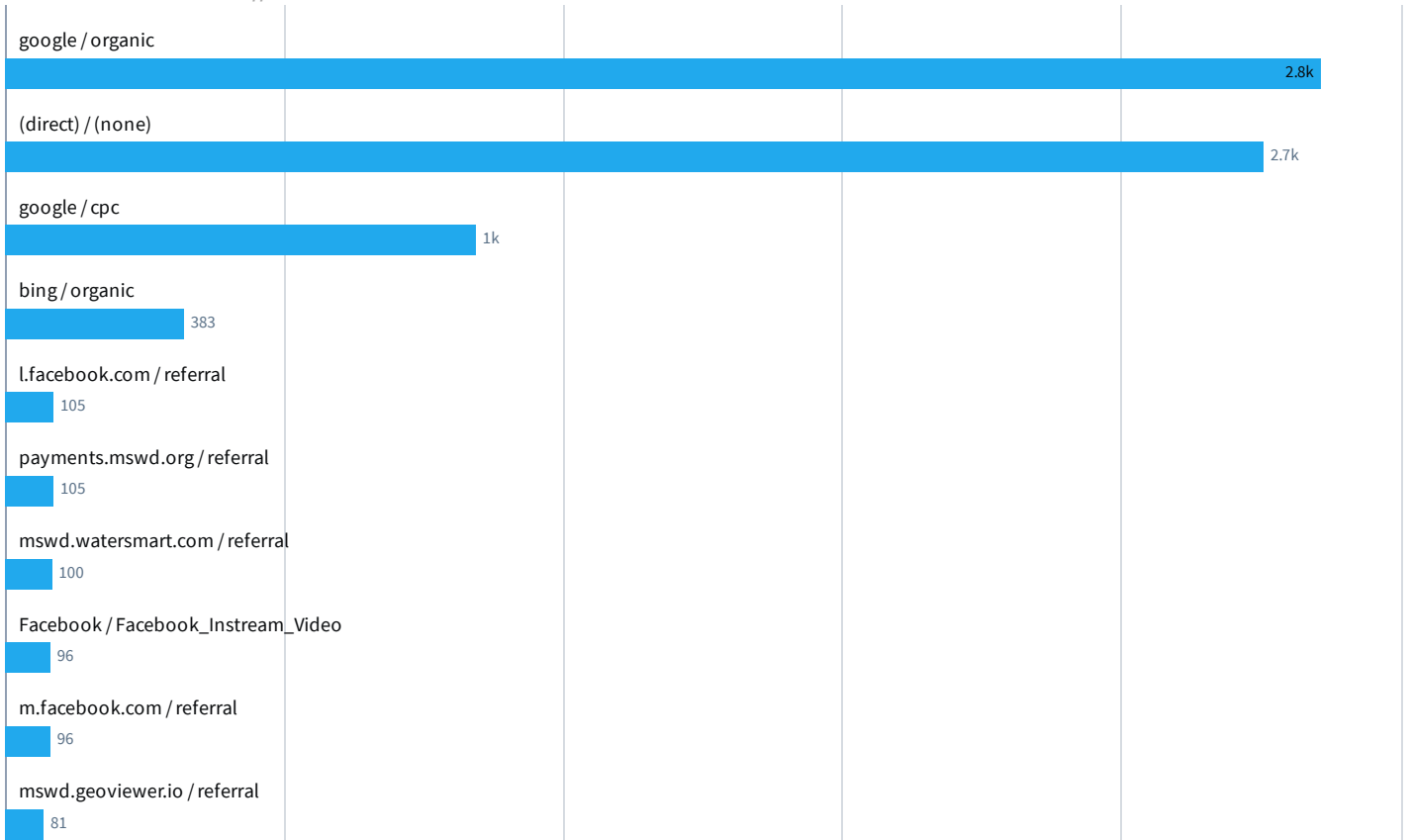
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD





### USER REFERRERS

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



■ Sessions

### AVG. SESSION DURATION

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

1m 39s

### PAGES / SESSION

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

2.58

### BOUNCE RATE

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

34.5%



# February 2023 Social Media Analytics

# MSWD February Cross Platform Analytics

<i>Engagement Metrics</i>	<i>Totals:</i>	<i>% Change:</i>
<b>Total Engagements</b>	<b>2871</b>	<b>-41.01%</b>
Twitter	12	-40.00%
Facebook	2,740	-41.74%
Instagram	99	0.00%
LinkedIn	20	-55.56%

<i>Audience Metrics</i>	<i>Total Followers</i>	<i>Total gained:</i>	<i>% Change:</i>
<b>Cross-Platform Audience</b>	<b>1812</b>	<b>25</b>	<b>1.38%</b>
Twitter	96	6	6.25%
Facebook	1,286	4	0.31%
Instagram	265	12	4.53%
LinkedIn	165	3	1.82%

<i>Impressions Metrics</i>	<i>Total:</i>	<i>% Change:</i>
<b>Total Impressions</b>	<b>93511</b>	<b>-6.09%</b>
Facebook	69,417	<b>-28.32%</b>
Instagram	23,818	<b>982.14%</b>
LinkedIn	276	<b>-45.88%</b>




Facebook Account Overview (February 1 - 28, 2023)

Item 20.




Posts Published	Total Likes	New Likes	Unlikes	Engaged People
16	1,210	4	2	2,740
-2   -11.1%	+3   0.2%	-1   -20.0%	+2	-1,403   -33.9%

Total Reach	Organic Reach	Paid Reach	Impressions	Video Views
54,196	5,764	48,986	69,417	9,512
-14,356   -20.9%	+1,713   42.3%	-16,080   -24.7%	-27,427   -28.3%	-5,265   -35.6%




3 Most Engaging Posts

	Presidents Day Our offices will be closed Monday, February 20, 2023, in ...	24.0%
	Please help us welcome Elaine Kawaii, who is joining MSWD...	22.58%
	Mission Springs Water District would like to thank everyo...	21.37%

3 Highest Reach Posts

	Today was Career Day at Cabot Yerxa Elementary! MSWD Fiel...	1,312
	70 year celebration tmr We're celebrating 70 years of service to the community, a...	788
	+2 It's a beautiful morning in Desert Hot Springs! Check out...	330

3 Most Shared Posts

	70 year celebration tmr We're celebrating 70 years of service to the community, a...	6
	Today was Career Day at Cabot Yerxa Elementary! MSWD Fiel...	5
	Master Gardener Workshop Trying to create a more beautiful and water-efficient lan...	1

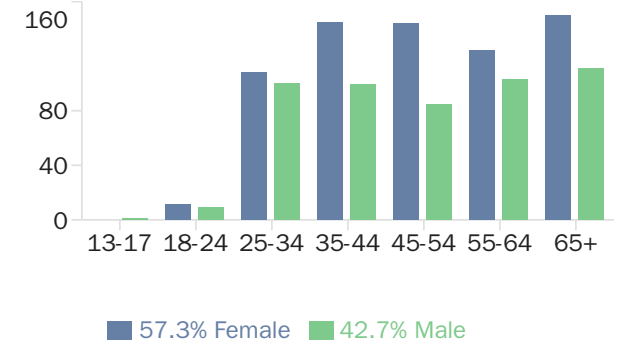
Likes By Country

- 1. United States of America (1,181 likes)
- 2. Mexico (13 likes)
- 3. France (4 likes)
- 4. Canada (2 likes)
- 5. Sierra Leone (1 like)

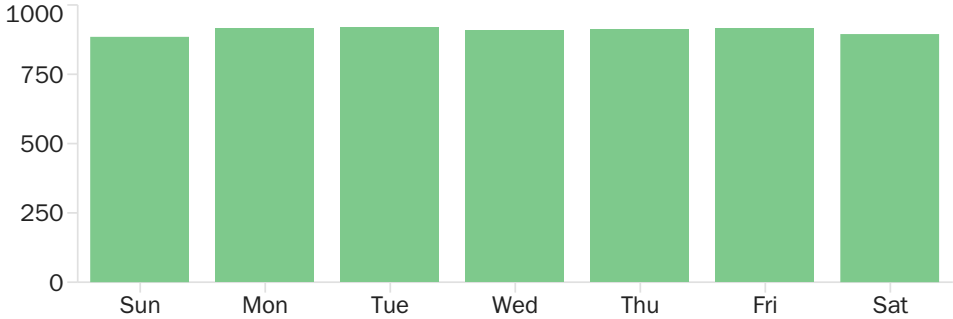
Likes By City

- 1. Desert Hot Springs, CA (577 likes)
- 2. Indio, CA (66 likes)
- 3. La Quinta, CA (53 likes)
- 4. Palm Springs, CA (51 likes)
- 5. Palm Desert, CA (49 likes)

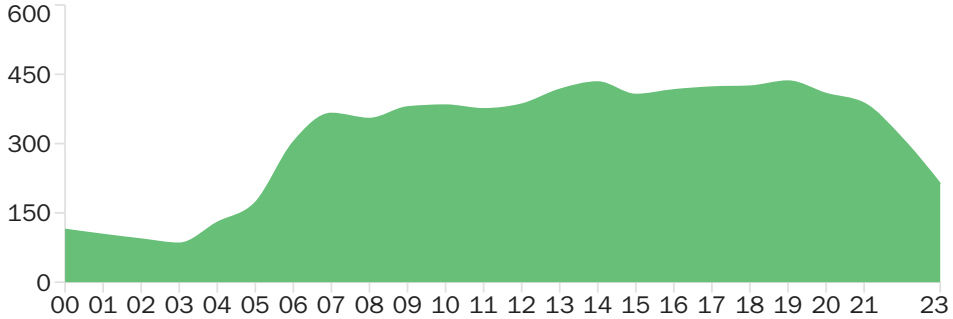
Likes by age & gender



Days your fans are online



Hours fans are online



















Item 20.



















## Facebook Post Metrics (February 1 - 28, 2023)

Item 20.

Date	Format	Post	Reach	Engaged Users	Engagement Rate	Reactions	Comments	Shares	Clicks	Video Views
February 27, 2023 15:30 PST	 Image	 <p>Conservation Leaks Did you know a leaky toilet can waste up to 6,000 gallons of water each month? Simple repairs can help you avoid draining your toilet and your bank account. You can check your toilet for leaks all ...</p>	40	6	15.0%	6	0	1	0	0
February 27, 2023 13:41 PST	 Image	 <p>Please help us welcome Elaine Kawaii, who is joining MSWD as an Associate Engineer. In this role, Elaine will perform a variety of civil engineering work in the research, design, and construction o...</p>	217	49	22.58%	34	0	1	38	0
February 25, 2023 14:00 PST	 Link	 <p>Understanding Your Bill Confused by your water bill? We can help! Check out this short video to understand how easy it is to track your water use and pay your balance. <a href="https://loom.ly/lbXDTzo">https://loom.ly/lbXDTzo</a> #MSWD #WaterBill #EasierThan...</p>	53	7	13.21%	5	0	1	1	0
February 24, 2023 09:56 PST	 Multi-Image	 +2 <p>It's a beautiful morning in Desert Hot Springs! Check out this birdseye view of the Alan L. Horton Wastewater treatment plant. #MSWD #OnlyInDHS #mswdcares</p>	330	51	15.45%	15	0	0	58	0

<p>February 23, 2023 11:26 PST</p>	<p> Video</p>	<p> Raise the roof, because construction on MSWD's new Regional Water Reclamation Facility is moving fast! Once complete, the new plant will treat an additional 1.5 million gallons of wastewater per da...</p>	<p>86</p>	<p>12</p>	<p>13.95%</p>	<p>8</p>	<p>0</p>	<p>1</p>	<p>9</p>	<p>34</p>
<p>February 20, 2023 10:01 PST</p>	<p> Image</p>	<p> Presidents Day Our offices will be closed Monday, February 20, 2023, in observance of the #PresidentsDay holiday. #MSWD</p>	<p>25</p>	<p>6</p>	<p>24.0%</p>	<p>6</p>	<p>0</p>	<p>0</p>	<p>0</p>	<p>0</p>
<p>February 17, 2023 16:00 PST</p>	<p> Image</p>	<p> Follow Us We want to keep you in the loop! You already follow us here on Facebook. Did you know that you can also follow us on other social media? Check out our Instagram, Twitter, Facebook, LinkedIn, and Yo...</p>	<p>68</p>	<p>7</p>	<p>10.29%</p>	<p>5</p>	<p>0</p>	<p>1</p>	<p>2</p>	<p>0</p>
<p>February 14, 2023 10:02 PST</p>	<p> Image</p>	<p> Valentines Day Happy Valentine's Day! Remember that conservation is an act of Love! Mirna T. from Painted Hills Middle School depicted this beautifully in her piece "Save Water!" To see Mirna and other students' ...</p>	<p>89</p>	<p>9</p>	<p>10.11%</p>	<p>8</p>	<p>0</p>	<p>0</p>	<p>1</p>	<p>0</p>

<p>February 12, 2023 10:15 PST</p>	 Image	 <p>Superbowl Are you ready for the big bowl matchup? It is important for fans and players to stay hydrated on game day! Avoid fumbling the drinks and remember that tap water is always the MVP! #MSWD #WaterWin ...</p>	<p>105</p>	<p>9</p>	<p>8.57%</p>	<p>7</p>	<p>0</p>	<p>0</p>	<p>2</p>	<p>0</p>
<p>February 08, 2023 11:47 PST</p>	 Multi-Image	 +1 <p>#DYKWe take an active role in protecting our community during fires? Our field crews can often be seen hard at work maintaining fire hydrants, ensuring they are available for firefighters in the ev...</p>	<p>307</p>	<p>18</p>	<p>5.86%</p>	<p>11</p>	<p>0</p>	<p>1</p>	<p>10</p>	<p>0</p>
<p>February 06, 2023 18:01 PST</p>	 Video	 <p>Mission Springs Water District would like to thank everyone who came out and celebrated our 70th anniversary last Friday! We couldn't have done it without the support of our community partners, ele...</p>	<p>131</p>	<p>28</p>	<p>21.37%</p>	<p>16</p>	<p>0</p>	<p>1</p>	<p>37</p>	<p>64</p>
<p>February 06, 2023 10:01 PST</p>	 Image	 <p>Master Gardener Workshop Trying to create a more beautiful and water-efficient landscape? Sign up for our Master Gardener Workshop! This will be the perfect opportunity to learn how to create beautiful, desert-friendly land...</p>	<p>103</p>	<p>6</p>	<p>5.83%</p>	<p>7</p>	<p>0</p>	<p>1</p>	<p>0</p>	<p>0</p>




February 04, 2023 12:00 PST	 Image	 New Green Can Avoiding FOG clogs is now easier than ever! Desert Hot Springs residents should now have a brand-new Green Can for green waste such as lawn clippings and food scraps! This is a great way to help ou...	73	6	8.22%	6	0	0	0	0
February 03, 2023 11:00 PST	 Image	 70th Anniversary We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE event tomorrow, Feb 3, from 4-7 P.M. at Mission Springs Park. We will have everyt...	108	9	8.33%	8	0	0	1	0
February 02, 2023 10:00 PST	 Image	 70 year celebration tmr We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE event tomorrow, Feb 3, from 4-7 P.M. at Mission Springs Park. We will have everyt...	788	36	4.57%	23	0	6	18	0
February 01, 2023 11:42 PST	 Image	 Today was Career Day at Cabot Yerxa Elementary! MSWD Field Operations Technician II Alex Nine had the pleasure of sharing the tools of his trade and his love of all things water with several third-...	1,312	156	11.89%	111	0	5	114	0
Total			3,835	415		276	0	19	291	98
Average			239.7	25.9	10.82%	17.3	0.0	1.2	18.2	212

Twitter Account Overview (February 1 - 28, 2023)




Item 20.

Tweets Published	Total Likes	Total Retweets	Total Followers	Following
11	12	0	96 +6   6.7%	99

3 Most Retweeted Posts













	70 year celebration tmr We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... ..	0
	70th Anniversary We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... ..	0
	New Green Can Avoiding FOG clogs is now easier than ever! Desert Hot Springs residents should now have a brand-new Green Can for... h...	0











3 Most Liked Posts

	Valentines Day Happy Valentine's Day! To see students' artwork in the 2023 Conservation and Groundwater Protection Calendar, emai... ..	2
	70 year celebration tmr We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... ..	1
	70th Anniversary We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... ..	1

Twitter Post Metrics (February 1 - 28, 2023)

Item 20.

Date	Format	Post	Retweets	Likes
February 27, 2023 14:01 PST	 Link	 <p>Conservation Leaks Did you know a leaky toilet can waste up to 6,000 gallons of water each month? You can check your toilet for leaks... <a href="https://t.co/I77HAXeMwn">https://t.co/I77HAXeMwn</a></p>	0	1
February 25, 2023 14:00 PST	 Link	 <p>Understanding Your Bill Confused by your water bill? We can help! Check out this short video to understand how easy it is to track your wat... <a href="https://t.co/rZntFrMHsN">https://t.co/rZntFrMHsN</a></p>	0	1
February 20, 2023 10:02 PST	 Link	 <p>Presidents Day Our offices will be closed Monday, February 20, 2023, in observance of the #PresidentsDay holiday. #MSWD <a href="https://t.co/GlupPx75j5">https://t.co/GlupPx75j5</a></p>	0	1
February 17, 2023 16:00 PST	 Link	 <p>Follow Us We want to keep you in the loop! You already follow us here on Twitter. Did you know that you can also follow us on... <a href="https://t.co/oBvoe903sp">https://t.co/oBvoe903sp</a></p>	0	1
February 14, 2023 10:03 PST	 Link	 <p>Valentines Day Happy Valentine's Day! To see students' artwork in the 2023 Conservation and Groundwater Protection Calendar, emai... <a href="https://t.co/ZdxAKbljsC">https://t.co/ZdxAKbljsC</a></p>	0	2
February 12, 2023 10:15 PST	 Link	 <p>Superbowl Are you ready for the big bowl matchup? It is important for fans and players to stay hydrated on game day! Avoid fu... <a href="https://t.co/amOuQSRx8R">https://t.co/amOuQSRx8R</a></p>	0	1


February 11, 2023 10:30 PST	 Link	 History Video We're celebrating our 70th anniversary all year long! Curious about our origin story? Check out this video to learn... <a href="https://t.co/30TXWm7PeS">https://t.co/30TXWm7PeS</a>	0	1
February 06, 2023 10:02 PST	 Link	 Master Gardner Workshop Trying to create a more beautiful and water-efficient landscape? Sign up for our Master Gardner Workshop! Visit... <a href="https://t.co/p3GROIWOWP">https://t.co/p3GROIWOWP</a>	0	1
February 04, 2023 12:01 PST	 Link	 New Green Can Avoiding FOG clogs is now easier than ever! Desert Hot Springs residents should now have a brand-new Green Can for... <a href="https://t.co/9KLIgnuTGP">https://t.co/9KLIgnuTGP</a>	0	1
February 03, 2023 11:01 PST	 Link	 70th Anniversary We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... <a href="https://t.co/NlwNImVYkl">https://t.co/NlwNImVYkl</a>	0	1
February 02, 2023 10:02 PST	 Link	 70 year celebration tmr We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE... <a href="https://t.co/KlvhHCwEqq">https://t.co/KlvhHCwEqq</a>	0	1
Total			0	12
Average			0.0	1.1

Instagram Account Overview (February 1 - 28, 2023)


Item 20.

Posts Published	Total Followers	New Followers	Impressions	Reach	Profile Views
15	265	12	23,818	16,329	71
-1   -6.3%	+9   3.5%	+5   71.4%	+21,617   982.1%	+14,761   941.4%	+16   29.1%


3 Most Liked Posts

- 

It's a beautiful morning in Desert Hot Springs! Check out this birdseye view of the Alan L. Horton Wastewater treatme...

14
- 


Today was Career Day at Cabot Yerxa Elementary! MSWD Field Operations Technician II Alex Nine had the pleasure of sha...

13
- 


Mission Springs Water District would like to thank everyone who came out and celebrated our 70th anniversary last Fri...

13


3 Most Commented Posts

- 

Mission Springs Water District would like to thank everyone who came out and celebrated our 70th anniversary last Fri...

1
- 

It's a beautiful morning in Desert Hot Springs! Check out this birdseye view of the Alan L. Horton Wastewater treatme...

1
- 







Today was Career Day at Cabot Yerxa Elementary! MSWD Field Operations Technician II Alex Nine had the pleasure of sha...







0















## Instagram Post Metrics (February 1 - 28, 2023)







Item 20.

Date	Format	Post	Likes	Comments	Impressions	Reach	Engagements	Engagement Rate	Saves	Video Views
February 27, 2023 15:30 PST	 Image	 <p>Conservation Leaks Did you know a leaky toilet can waste up to 6,000 gallons of water each month? Simple repairs can help you avoid draining your toilet and your bank account. You can check your toilet for leaks all ...</p>	8	0	42	33	8	24.24%	0	
February 27, 2023 13:41 PST	 Image	 <p>Please help us welcome Elaine Kawaii, who is joining MSWD as an Associate Engineer. In this role, Elaine will perform a variety of civil engineering work in the research, design, and construction o...</p>	8	0	43	34	8	23.53%	0	
February 24, 2023 09:56 PST	 Carousel	 <p>It's a beautiful morning in Desert Hot Springs! Check out this birdseye view of the Alan L. Horton Wastewater treatment plant. #MSWD #OnlyInDHS #mswdcares</p>	14	1	65	54	15	27.78%	0	

<p>February 23, 2023 11:25 PST</p>	 Video	 <p>Raise the roof, because construction on MSWD's new Regional Water Reclamation Facility is moving fast! Once complete, the new plant will treat an additional 1.5 million gallons of wastewater per da...</p>	<p>3</p>	<p>0</p>	<p>30</p>	<p>29</p>	<p>3</p>	<p>10.34%</p>	<p>0</p>	<p>11</p>
<p>February 20, 2023 10:04 PST</p>	 Image	 <p>Presidents Day Our offices will be closed Monday, February 20, 2023, in observance of the #PresidentsDay holiday. #MSWD</p>	<p>1</p>	<p>0</p>	<p>29</p>	<p>23</p>	<p>1</p>	<p>4.35%</p>	<p>0</p>	
<p>February 17, 2023 16:01 PST</p>	 Image	 <p>Follow Us We want to keep you in the loop! You already follow us here on Instagram. Did you know that you can also follow us on other social media? Check out our Instagram, Twitter, Facebook, LinkedIn, and Y...</p>	<p>3</p>	<p>0</p>	<p>30</p>	<p>26</p>	<p>3</p>	<p>11.54%</p>	<p>0</p>	

<p>February 14, 2023 10:05 PST</p>	 Image	 <p>Valentines Day Happy Valentine's Day! Remember that conservation is an act of Love! Mirna T. from Painted Hills Middle School depicted this beautifully in her piece "Save Water!" To see Mirna and other students' ...</p>	<p>3</p>	<p>0</p>	<p>27</p>	<p>26</p>	<p>3</p>	<p>11.54%</p>	<p>0</p>	
<p>February 12, 2023 10:15 PST</p>	 Image	 <p>Superbowl Are you ready for the big bowl matchup? It is important for fans and players to stay hydrated on game day! Avoid fumbling the drinks and remember that tap water is always the MVP! #MSWD #WaterWin ...</p>	<p>6</p>	<p>0</p>	<p>44</p>	<p>40</p>	<p>6</p>	<p>15.0%</p>	<p>0</p>	
<p>February 08, 2023 11:47 PST</p>	 Carousel	 <p>#DYKWe take an active role in protecting our community during fires? Our field crews can often be seen hard at work maintaining fire hydrants, ensuring they are available for firefighters in the ev...</p>	<p>1</p>	<p>0</p>	<p>13</p>	<p>9</p>	<p>1</p>	<p>11.11%</p>	<p>0</p>	

<p>February 06, 2023 18:02 PST</p>	 Video	 <p>Mission Springs Water District would like to thank everyone who came out and celebrated our 70th anniversary last Friday! We couldn't have done it without the support of our community partners, ele...</p>	13	1	85	72	14	19.44%	0	35
<p>February 06, 2023 10:05 PST</p>	 Image	 <p>Master Gardener Workshop Trying to create a more beautiful and water-efficient landscape? Sign up for our Master Gardener Workshop! This will be the perfect opportunity to learn how to create beautiful, desert-friendly land...</p>	6	0	36	30	6	20.0%	0	
<p>February 04, 2023 12:02 PST</p>	 Image	 <p>New Green Can Avoiding FOG clogs is now easier than ever! Desert Hot Springs residents should now have a brand-new Green Can for green waste such as lawn clippings and food scraps! This is a great way to help ou...</p>	7	0	39	34	7	20.59%	0	

<p>February 03, 2023 11:03 PST</p>	 Image	 <p>70th Anniversary We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE event tomorrow, Feb 3, from 4-7 P.M. at Mission Springs Park. We will have everyt...</p>	5	0	28	23	5	21.74%	0	
<p>February 02, 2023 10:04 PST</p>	 Image	 <p>70 year celebration tmr We're celebrating 70 years of service to the community, and you're invited to the party! Join us for this fun, FREE event tomorrow, Feb 3, from 4-7 P.M. at Mission Springs Park. We will have everyt...</p>	6	0	35	33	6	18.18%	0	
<p>February 01, 2023 11:42 PST</p>	 Image	 <p>Today was Career Day at Cabot Yerxa Elementary! MSWD Field Operations Technician II Alex Nine had the pleasure of sharing the tools of his trade and his love of all things water with several third-...</p>	13	0	53	47	13	27.66%	0	
Total			97	2	599	513	99		0	46
Average			6.5	0.1	39.9	34.2	6.6	19.3%	0.0	23.0







LinkedIn Account Overview (February 1 - 28, 2023)

Item 20.

<p>Posts Published</p> <p><b>3</b></p> <p>-2   -40.0%</p>	<p>Likes</p> <p><b>12</b></p> <p>-16   -57.1%</p>	<p>Views</p> <p><b>35</b></p> <p>+1   2.9%</p>	<p>Followers</p> <p><b>165</b></p> <p>+3   1.9%</p>
<p>Comments</p> <p><b>0</b></p>	<p>Impressions</p> <p><b>276</b></p> <p>-234   -45.9%</p>	<p>Clicks</p> <p><b>6</b></p> <p>-7   -53.8%</p>	<p>Engagement Rate</p> <p><b>9.5%</b></p> <p>0.0   -0.2%</p>

LinkedIn Post Metrics (February 1 - 28, 2023)

Item 20.

Date	Format	Post	Shares	Clicks	Engagement Rate	Reactions	Impressions	Comments
February 27, 2023 13:40 PST	 Image	 <p>Please help us welcome Elaine Kawaii, who is joining MSWD as an Associate Engineer. In this role, Elaine will perform a variety of civil engineering work in the research, design, and construction o...</p>	0	5	14.58%	9	96	0
February 14, 2023 10:06 PST	 Image	 <p>Valentines Day It is Valentine's Day, and something that we love is the artwork that makes up the 2023 Conservation and Groundwater Protection Calendar. Mirna T. from Painted Hills Middle School does a wonderful ...</p>	1	0	6.1%	4	82	0
February 03, 2023 11:03 PST	 Image	 <p>70th Anniversary Today, we celebrate our 70th Anniversary! Instead of a private event for directors and staff, we decided to throw a party for the entire community. The free event will include activities, jump hous...</p>	0	0	2.04%	1	49	0
Total			1	5		14	227	223

Average	0.3	1.7	7.57%	4.7	75.7	0.0
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Carol Morin,

On behalf of the  
MLCC Spring Team  
Thank you for  
providing the water  
for these teams  
on our Hot Day!

Best Regards,

Elizabeth Liebelt

Coordinator - Spring Team  
Event



Dearest

Mrs. Carol Morin

On behalf of Lily of the Valley  
Worship Center, Pastor, Dr. Jerry  
Johnson, and myself. We truly  
thank you for your donation.  
With the help of your donation we  
were able to give to over 75 people  
during our Harvest Fest Celebration.

Much Appreciated

Vanessa West

•• L.O.V. Harvest Fest Coordinator  
(Lily of the Valley)

May God Bless + Keep You Always

