



## BOARD OF DIRECTORS REGULAR MEETING AGENDA

Tuesday, January 18, 2022 at 3:00 PM

Via Teleconference – No Live Attendance

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

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

JOIN ZOOM MEETING:

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

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. RULES OF PROCEDURE

5. PUBLIC INPUT

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

6. COVID-19 UPDATE

### EMPLOYEE RECOGNITION

7. HUMAN RESOURCES REPORT

**PRESENTATIONS****8. 2022 CALENDAR DRAWING CONTEST - PRESENTATION OF AWARDS (TUESDAY 1/18)****ACTION ITEMS****9. RESOLUTION 2022-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JANUARY 19, 2022 - FEBRUARY 19, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

It is recommended to approve Resolution 2022-01, continuing teleconferencing meetings for the period of January 19, 2022 - February 19, 2022.

**10. APPOINTMENTS TO BOARD STANDING COMMITTEES**

President Martin may appoint members to the District's standing committees.

**11. AFFILIATION LISTING**

It is recommended to review, update if necessary and approve the current Board Affiliation Listing.

**12. FEDERAL ADVOCACY SERVICES – CARPI & CLAY, INC.**

It is recommended to authorize the General Manager to execute an Agreement for Services with Carpi & Clay Government Relations in the amount of \$4000/month for the term February 1, 2022 to January 31, 2023.

**13. DESERT WILLOWS WATER LINE REPLACEMENT PROJECT - NOTICE OF COMPLETION**

It is recommended to accept the Desert Willows Water Line Replacement Project as complete and authorize the release of retention money held for The Van Dyke Corporation in the amount of \$65,210.00, thirty-five days after filing the Notice of Completion (NOC).

**14. AWARD OF CONSTRUCTION CONTRACT FOR THE REGIONAL WATER RECLAMATION FACILITY MONITORING WELLS PROJECT**

It is recommended to authorize the General Manager to award a contract for the construction of the Regional Water Reclamation Facility Monitoring Wells Project to Yellow Jacket Drilling Services, LLC, the lowest responsible bidder, in the amount of \$184,350.00 plus a 10% contingency of \$18,435.00 (total of \$202,785.00) and to do all things necessary to complete the project.

**15. CONTRACT AMENDMENT WITH AECOM FOR THE TECHNICAL SUPPORT DURING CONSTRUCTION OF SITE WORK AND WELL FITTING FOR NEW WELL 42**

It is recommended to authorize the General Manager to negotiate and execute a contract amendment with AECOM Technical Services, Inc. (AECOM) for a not to exceed amount of \$31,132.00 (total of \$105,798.00) for technical support services during the construction of Well 42.

**16. MID-YEAR BUDGET REPORT AND PROPOSED FY 2021/22 CAPITAL BUDGET AND CONTINUING APPROPRIATIONS**

It is recommended to approve the Mid-Year Budget Report and proposed FY 2021/22 Capital Budget and Continuing Appropriations.

**DISCUSSION ITEMS**

**17. CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

**18. MSWD REGIONAL WATER RECLAMATION FACILITY 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.*

**19. APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

December 16, 2021 - Study Session

December 20, 2021 - Board Meeting

**20. REGISTER OF DEMANDS**

The register of demands totaling \$1,794,167.95

**REPORTS**

**21. DIRECTOR'S REPORTS**

**22. GENERAL MANAGER'S REPORT**

**COMMENTS**

**23. DISTRICT COUNSEL COMMENTS**

**24. DIRECTOR COMMENTS**

**CLOSED SESSION**

**25. CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

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

One Case: Case No. RIC 2003782

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

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

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

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

27. **CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**  
pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. PSC 1600676  
(Mission Springs Water District vs. Desert Water Agency)
28. **CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION**  
pursuant to Government Code Section 54956.9(d)(1)  
One Case: (MSWD vs. Master Meter)
29. **REPORT ON ACTION TAKEN DURING CLOSED SESSION**
30. **ADJOURN**

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

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

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#### **CERTIFICATION OF POSTING**

I certify that on or before January 15, 2022, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



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Arden Wallum  
Secretary of the Board of Directors

**AGENDA REPORT**  
**REGULAR BOARD MEETINGS OF JANUARY 13 & 18, 2022**



**HUMAN RESOURCES REPORT**



**PERSONNEL ACTIVITY FOR THE PERIOD DECEMBER 1 - 31, 2021**

**NEW HIRES**

None

**ANNIVERSARIES**

Arturo Ceja	Director of Finance and Accounting	10 Years
Lorenzo Soto	Field Operations Technician I	4 Years

**PROMOTIONS**

None

**CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS**

Sierra Boyle	Bachelor of Arts degree in Communications with a concentration in Public Relations
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Bassam Alzammar	Water Treatment Operator Grade 3
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# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING STUDY SESSION  
**MEETING DATE(S):** January \_\_, 2022  
**FROM:** LEGAL COUNSEL



**FOR:** ACTION  X  DIRECTION      INFORMATION    

## RESOLUTION 2022-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JANUARY 20, 2022 – FEBRUARY 19, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

### STAFF RECOMMENDATION

It is recommended to approve Resolution 2022-01, continuing abbreviated teleconferencing procedures for meetings of legislative bodies of the District, on a month to month basis, for the period of January 20, 2022 through February 19, 2022.

### SUMMARY

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

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

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

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

As a result of the enactment of AB 361, local legislative bodies are authorized to hold remote meetings using abbreviated teleconferencing procedures through January 1, 2024, for any of the following circumstances:

- The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing;
- The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Under AB 361, a local legislative body that holds a remote meeting under these circumstances is required to do all of the following:

- Give notice of the meeting and post agendas as already required under the Brown Act.
- Allow members of the public to access the meeting; the agenda shall provide an opportunity for members of the public to address the legislative body directly. The local legislative bodies shall also give notice of the means by which members of the public may access the meeting and offer public comment via a call-in option or an internet-based service option.
- Conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body of a local agency.
- In the event of a disruption which prevents the broadcasting of the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents public comments via remote methods, take no further action on items appearing on the meeting agenda until public access is restored.
- Not require public comments be submitted in advance of the meeting and allow for comments in real time.

Pursuant to AB 361, if the state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference using the abbreviated teleconferencing procedures, the local legislative bodies shall, not later than 30 days after teleconferencing for the first time under AB 361, and every 30 days thereafter, make the following findings by majority vote:

- A. The legislative body has reconsidered the circumstances of the state of emergency.
- B. Any of the following circumstances exist:
  - i. The state of emergency continues to directly impact the ability of the members to meet safely in person.
  - ii. State or local officials continue to impose or recommend measures to promote social distancing

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

None

#### **ATTACHMENTS**

Resolution 2022-01

**RESOLUTION NO. 2022-01****A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD JANUARY 20, 2022 – FEBRUARY 19, 2022, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

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

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

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

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

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

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

**WHEREAS**, the Board of Directors previously adopted Resolution No. 2021-19 on December 16, 2021, finding that the requisite conditions exist for the legislative bodies of the District to conduct remote teleconference meetings without compliance with Government Code section 54953(b)(3); and

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

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



**WHEREAS**, on June 9, 2021, the California Department of Public Health issued updated public health directives related to physical distancing and face coverings effective June 15, 2021, based on guidelines issued by the Centers for Disease Control and Prevention; and

**WHEREAS**, on or about July 28, 2021, Riverside County Public Health stated that “in light of the recent increase in local COVID-19 cases, Riverside County Public Health recommends residents follow the new state and federal guidance for face coverings. The current state and federal masking guidance recommend that vaccinated individuals wear face masks in public indoor settings. The state still requires unvaccinated individuals to wear masks indoors;” this remains the guidance of Riverside County Public Health; and

**WHEREAS**, on January 5, 2022, the California Department of Public Health mandated that everyone in California wear a mask in indoor public spaces and workplaces through February 15, 2022; and

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

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

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

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

**Section 1. Recitals.**

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

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

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

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

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

**Section 4. Remote Teleconference Meetings.**

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

**Section 5. Effective Date.**

This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) February 19, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the District may continue to teleconference without compliance with Government Code section 54953(b)(3).

**Section 6. Certification.**

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

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

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

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

ATTEST:

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

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS  
**MEETING DATE(S):** JANUARY 13 & 18, 2022  
**FROM:** EXECUTIVE ASSISTANT – DORI PETEE



**FOR:** ACTION  X  DIRECTION      INFORMATION    

## APPOINTMENTS TO BOARD STADING COMMITTEES

### STAFF RECOMMENDATION

No staff recommendation. Appointments are made at the inclination of the Board President.

### SUMMARY

In accordance with the CA Water Code, Section 30578, J, and MSWD Policy No. 2010-6 each year the President of the Board of Directors appoints members to the District’s standing committees. The Committees are utilized on an “as-needed basis” in accordance with District Policy 2010-6.

### ANALYSIS

Committee appointments for 2021, per President Wright were as follows:

	2021 Committees		2022 Committees	
	Chairperson	Member	Chairperson	Member
Executive	Wright	Martin		
Engineering	Grasha	Sewell		
Finance	Martin	Grasha		
Human Relations	Duncan	Wright		
Public Affairs	Sewell	Duncan		

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

Committees meet as needed and all Committee meetings are posted and subject to the Brown Act. Director compensation of \$100 per day of service applies.

### ATTACHMENTS

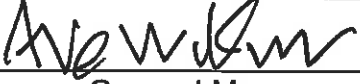
Board Policy 2010-6 — Standing Committees of the Board

**Mission Springs Water District  
Policy & Practice Manual**

**Policy 2010-6  
Standing Committees of the Board of Directors**

Rescinding Policy No. 97-1

Adopted: April 19 2010

Approved by:   
General Manager

**Policy Summary**

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**I. Policy Statement**

Due to the desire of the Board as a whole to be fully informed on all items that come before the Board, the District does not utilize its Board Committees except on an as-needed basis. Five standing committees are comprised of two directors. Administrative staff provides support. The committees are:

- a. Engineering
- b. Executive (comprised of President/Vice-President)
- c. Finance
- d. Human Relations
- e. Public Affairs

**II. Appointment and Terms of Membership**

- a. All committee appointments are made by the President of the Board of Directors with consideration of the member's preferences and skills.
- b. Each board member shall serve as chairperson of at least one committee as determined by the President of the Board.
- c. Committee members are appointed to a term that begins in January each year.
- d. Membership may be rotated, however, each committee will retain a second year member to assure continuity.

**III. Committee Process**

- a. The Board President, a Committee chairperson, or the General Manager or his designee, may call a committee meeting on an as-needed basis.
- b. The General Manager or his designee will present necessary information at each committee meeting to enable committees to present reasonable recommendations, if desired, to the full board for consideration and/or proposed action.
- c. The committee chairperson will present a verbal report of his/her meeting at the next regular meeting of the Board of Directors.

# AGENDA STAFF REPORT



**MEETING NAME:** REGULAR BOARD MEETINGS  
**MEETING DATE(S):** JANUARY 13 & 18, 2022  
**FROM:** EXECUTIVE ASSISTANT – DORI PETEE

**FOR:** ACTION  DIRECTION  INFORMATION

## ANNUAL UPDATE OF BOARD AFFILIATION LIST

### STAFF RECOMMENDATION

It is recommended to update, if needed, and approve the 2022 Affiliation List.

### SUMMARY

Each January, the President of the Board may suggest the appointment of representatives to attend various meetings on behalf of the District, subject to approval of the full Board.

Per MSWD Resolution 2009-2, Section 2.B.2e., a Director is entitled to a daily stipend for each day of attendance at District-related activities if designated by the Board as a representative on the Affiliate List.

This is the opportunity to add or delete compensable meetings and events from this list.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The addition of approved meetings and events may result in increased costs to the District, as Directors are paid a stipend of \$100 per meeting/event (with conditions).

### ATTACHMENTS

Current Affiliate List (2021)

**Board of Directors 2021 Affiliate List**

Approved by the Board 1/19/2021

Conferences, Workshops, Meetings & Tours	
ACWA and ACWA/JPIA	<b>All Directors are pre-approved to attend these functions</b>
Building Industry Association	
California Special Districts Association	
Coachella Valley Economic Partnership	
CORBS Annual Awards Dinner	
Chamber & Municipal Breakfast & Luncheons	
Desert Contractors Association	
Desert Valleys Builders Association (DVBA)	
Groundwater Foundation Annual Conference	
Palm Springs Chamber State of the City Luncheon	
Riverside County Annual Water Symposium	
Riverside County Board of Supervisors	
Riverside County Water Task Force	
Special Districts Association of Riverside County	
UWI - Urban Water Institute	
WEF - Water Education Foundation	

**2021 designees**

Meetings, Workshops (compensable)	Primary	Alternate
CSDA Professional Development Committee		
CVWD and DWA Regular Board meetings	Duncan	Martin
DHS City Council Observer	Martin	Wright
DHS Groundwater Guardian Team - Liaison	Sewell	Wright
DHS Hoteliers' Assn.	Sewell	Wright
County Wide Oversight Board	Martin	
Groundwater Guardian - Affiliate Team	Wright	Sewell
San Geronio Pass Regional Water Alliance	Martin	Wright
Legislative Representation: Travel and meetings in Washington D.C. and California	Duncan	Wright
Greater Coachella Valley Chamber of Commerce	Sewell	Martin

Informational Meetings (non-compensable)	Primary	Alternate
Riverside County Flood Control	Sewell	

Voting Delegates	Primary	Alternate
ACWA Region 9	President	VP
ACWA Conferences	President	VP
ACWA/JPIA	Wright	Duncan
CV Conservation Commission (CVAG)	Wright	Duncan
Energy/Environmental Resources Committee (CVAG)	Wright	Duncan
Special District Association of Riverside County	President	VP

**RES. 2009-2, Section 2.B.2e.**, a Director is entitled to a daily stipend for each day of attendance at district-related activities if designated by the Board as the District's primary representative on the Affiliations Listing, which shall be approved in advance by Board action.

# AGENDA STAFF REPORT

**MEETING NAME:** Regular Board Meeting

**MEETING DATE(S):** January 14 & 19, 2021

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

**FOR:** ACTION  DIRECTION  INFORMATION




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## FEDERAL ADVOCACY SERVICES—CARPI & CLAY, GOVERNMENT RELATIONS

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### STAFF RECOMMENDATION

Authorize the General Manager to execute an Agreement for Services with Carpi & Clay Government Relations, in the amount of \$4,000/month for the term beginning February 1, 2022 and ending January 31, 2023.

### SUMMARY

The current agreement with Carpi and Clay for federal advocacy services expires on January 31, 2022. Our primary advocate, Laura Morgan Kessler, has represented the District for more than a decade. Laura was brought to MSWD by Thane Young, our original federal advocate.

### ANALYSIS

The District's legislative outreach and advocacy program is continuously active at the federal level. The program includes participation in industry efforts sponsored by ACWA and legislative advocacy services provided through a Washington, D.C representative.

Laura Morgan-Kessler has served as the District's Washington Representative for the past three years. Prior to that she assisted Thane Young for approximately 11 years in serving MSWD. Through the combined efforts of Young/Morgan, District Board and staff, the District's Groundwater Quality Protection Program received significant federal funding as well as a planning authorization in the Water Resources Development Act (WRDA) of 2000, and construction authorization for \$35 million through the 2007 WRDA. Funding provided to MSWD (\$1.2 million) in the USACE's 2018 Work Plan due to Laura's intervention with the USACE San Francisco field office.

MSWD will be perusing additional funding through the USACE 2022/23 workplan.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

Annual cost is \$48,000, plus travel and incidental expenses not to exceed \$4,000.

### ATTACHMENTS

Agreement

Letter

**AGREEMENT  
MISSION SPRINGS WATER DISTRICT  
AND  
CARPI & CLAY, INC.**

Pursuant to this Agreement, the Mission Springs Water District (hereafter referred to as “the District” and Carpi & Clay, Inc. (hereafter referred to as “the Washington Representative”), agree to assume the following obligations:

1. OBLIGATIONS OF CARPI & CLAY, INC.
  - A. Carpi & Clay Inc. will act as the Washington Representative to the District.
  - B. The Washington Representative will confer with the General Manger and such other personnel as the General Manager may designate at the times and places mutually agreed to by the General Manager and the Washington Representative on all organizational planning and program activity which has a bearing on the ability of the District to make the best use of federal programs.
  - C. The Washington Representative will review federal executive proposals, legislation under consideration, proposed and adopted administrative rules and regulation and other federal developments for the purpose of advising the District, on the representative’s own initiative, of those items which may have a bearing on the District’s policies or programs.
  - D. The Washington Representative will secure and furnish such detailed information as may be available on federal issues in which the District indicates an interest. The Washington Representative will provide a monthly report of legislative and regulatory activities of interest to the District, reporting on actions taken on behalf of the District.
  - E. The Washington Representative will review and comment on proposals and grant requests of the District, which are being prepared for submissions to federal agencies, when requested to do so by the General Manager.
  - F. The Washington Representative will maintain liaison with the District’s delegation in Congress and will assist the delegation in any matter which the General Manager determines to be in the interest of the District and in the same manner as any other member of the District’s administrative staff might render assistance.
  - G. The Washington Representative will counsel with the District regarding appearance by District officials before Congressional committees and administrative agencies and will arrange for appointments and accommodations as necessary.
  - H. The Washington Representative will contact federal agencies on the District’s behalf when applications or other initiatives are under consideration by such agencies and otherwise take whatever steps are necessary to obtain the most favorable consideration.



- I. It is understood that Carpi & Clay may be required to register on behalf of the District under the terms of the Lobbying and Disclosure Act of 1995, as amended (2 U.S.C. 1601 et seq.) and any subsequent laws or regulations.
- J. In fulfilling the responsibilities under this Agreement, the Washington Representative will act in the name of the District and with the title Washington Representative to the District.

## 2. OBLIGATIONS OF THE MISSION SPRINGS WATER DISTRICT

- A. The District will contract with the Washington Representative for a period of twelve months. However, this contract may be terminated at any time without cause by providing thirty (30) days written notice.
- B. The contract will be \$48,000.00 payable in advance in equal monthly installments of \$4,000.00
- C. The District will advise the Washington Representative of the name or name of persons other than the General Manager authorized to request service by the Washington Representative and the person or persons to be kept advised by the Representative.
- D. The District will supply the Washington Representative with a summary of all federal issues in which the District has interests and advise the Washington Representative of any new developments, together with the pertinent details as to the substance of such developments.
- E. The District will supply the Washington Representative with copies of budgets, planning documents, and regular reports of the General Manager, the District's agenda and proceedings, newspapers and other materials which will assist the Washington Representative in keeping current on the District's policies and programs.
- F. The District will reimburse the Washington Representative for: (1) all travel expenses incurred pursuant to paragraph 1, subparagraph B; (2) all travel and incidental expenses for attendance at any other meetings attended by the Washington Representative at the request of the General Manager; (3) all incidental expenses incurred in the course of conducting the District's business.
- G. The obligation of the District under paragraph 2, subparagraphs F, G and H is not to exceed \$2,500.00 for the period covered by this contract.

3. THE DISTRICT AND CARPI & CLAY, INC. CONCUR THAT THE FOLLOWING EXCLUSIONS SHALL APPLY TO THIS AGREEMENT

The Washington Representative:

- A. Will not represent the District in any judicial or quasi-judicial hearing conducted by boards or examiners of federal agencies or commissions; and
- B. Will not perform any legal, engineering, accounting or similar professional services.

4. This agreement shall take effect on February 1, 2022 and terminate on January 31, 2023.

CARPI & CLAY, INC.

MISSION SPRINGS WATER DISTRICT

\_\_\_\_\_  
Kenneth Carpi, President

\_\_\_\_\_  
Arden Wallum, General Manager

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

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



December 23, 2021

Arden Wallum  
General Manager  
Mission Springs Water District  
66575 2<sup>nd</sup> Street  
Desert Hot Springs, CA 92240

Dear Arden:

The current contract between Mission Springs Water District and Carpi & Clay expires on January 31, 2021. I have continued to greatly appreciate the opportunity to represent the District in Washington, D.C. and would like to request to renew the agreement for another year at the current terms.

For the past fifteen years, I have had the privilege and the honor of representing Mission Springs Water District at the federal level. During that time, Mission Springs Water District has been able maintain a constant federal presence in Washington, D.C. and as such, achieve a great deal for its customers and the community. I have always been and will continue to be proud of the work that we have done together and our corresponding successes. I am confident that a continued professional relationship will yield additional results for the District at the federal level.

After more than a decade, Congress decided to remove its self-imposed ban on earmarks, or what are now called community project requests, for the Fiscal Year (FY) 2022 appropriations process. The District submitted funding requests to your entire Congressional delegation for consideration. Senator Feinstein submitted the District's community project request for funding from the Army Corps of Engineers for the Groundwater Protection Project to the Energy and Water Appropriations Subcommittee, and as a result, \$250,000 was included in the FY22 Senate Energy and Water Appropriations bill for the project. To date, the District has received over \$11 million in federal funding for the Groundwater Protection Project. Congress is still working to finalize the FY22 appropriations bills and is hoping to do so before the current continuing resolution expires on February 18, 2022.

In addition to working to secure federal funding for the District's Groundwater Protection Project, over the past year I have also been working on the following federal issues on behalf of the District:

- Legislation to allow special districts to receive direct federal funding to help alleviate the impacts of COVID-19
- Low-Income Household Water Assistance Program at the Department of Health and Human Services

- Legislation regarding tax-exempt status for water conservation rebates
- Drought Interagency Working Group (comprised of Department of the Interior and the Department of Agriculture)
- American Rescue Plan Act
- Infrastructure Investment and Jobs Act/Bipartisan Infrastructure Law
- Army Corps of Engineers and Environmental Protection Agency rewrite of the Waters of the United State rule
- Environmental Protection Agency Lead and Copper rule
- Federal grant opportunities at the Bureau of Reclamation, the Environmental Protection Agency, and the Department of Agriculture

The coming year will present a flurry of activity and opportunities at the federal level for the District. The Army Corps of Engineers, the Bureau of Reclamation, and the Environmental Protection Agency will be spending the first few months of the new year working to implement the Bipartisan Infrastructure Law. This will mean putting numerous funding opportunities on the street. I will work with the District to apply for and support applications for these funding opportunities. Additionally, I will help the District draft and submit FY23 community project requests to your Congressional delegation, as well as continue to advocate for federal funding for programs of importance at the Army Corps of Engineers, the Bureau of Reclamation, and the Environmental Protection Agency. I will also continue to keep the District apprised of federal agency regulatory actions that would impact the District, and put together public comments where appropriate. As always, I will ensure that the District is well-positioned to take advantage of any new federal opportunities.

I have greatly appreciated our continued partnership and believe that it has yielded significant benefits to the District and your customers. I look forward to another successful year ahead. Again, thank you for allowing me the opportunity to continue to represent you in Washington, D.C.

Sincerely,



Laura Morgan-Kessler  
Principal

# AGENDA STAFF REPORT

**MEETING NAME:** Regular Board Meeting  
**MEETING DATE(S):** January 13 & 18, 2022  
**FROM:** Brian Macy – Assistant General Manager



**FOR:** ACTION  X  DIRECTION      INFORMATION    

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## ACCEPTANCE OF THE DESERT WILLOWS WATER LINE REPLACEMENT PROJECT

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### STAFF RECOMMENDATION

Board acceptance of the Desert Willows Water Line Replacement Project as complete and authorize the release of retention money held for The Van Dyke Corporation in the amount of \$65,210.00, thirty-five days after filing the Notice of Completion (NOC).

### SUMMARY

On February 16, 2021, the Board approved the construction contract with The Van Dyke Corporation for the construction of the Desert Willows Water Line Replacement Project. This project included the replacement of approximately 7,600 LF of 8-inch pipeline and appurtenances to continue delivering potable water to the Desert Willows gated community, including the area bounded by Flora Avenue, Atlantic Avenue, Via Loreto and Pierson Blvd.

### ANALYSIS

This project was inspected with contract inspection and was determined to be complete by District staff on December 21, 2021. All progress payment invoices were authorized for payment to the contractor as recommended by our construction management consultant. The NOC will be recorded at the County of Riverside Recorder's Office following Board acceptance.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

Final contract price for the project was \$1,485,288.43 of which \$321,898.37 has been reimbursed to the District by the DWPOA through the Cooperative Agreement. The total contract cost included change orders totaling a contract credit of \$30,611.07. Total contract cost did not exceed the approved contract price of \$1,667,489.45 (which included a 10% contingency).

### ATTACHMENTS

NOC (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 \_\_\_\_\_.

S	R	U	PAGE	SIZE	DA	MISC	LONG	RFD	COPY
M	A	L	465	426	PCOR	NCOR	SMF	NCHG	EXAM
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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 12/21/2021  
The work done was: Desert Willows Water Line Replacement Project – MSWD Project Order No. 20-010-W
7. The name of the contractor, if any, for such work of improvement was The Van Dyke Corporation, 6797 Adobe Road, Twentynine Palms, CA 92277

03/08/2021

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

(Date of Contract)

8. The property on which said work of improvement was completed is in the City of Desert Hot Springs County of Riverside, State of California, and is described as follows: Within the Desert Willows gated community, and Acoma Avenue, Flora Avenue, Via Loretto, Atlantic Avenue and Pierson Blvd., 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 22, 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 STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING  
**MEETING**  
**DATE(S):** January 13 & 18, 2021  
**FROM:** Brian Macy – Assistant General Manager



**FOR:** ACTION  X  DIRECTION      INFORMATION    

## AWARD OF CONSTRUCTION CONTRACT FOR THE REGIONAL WATER RECLAMATION FACILITY MONITORING WELLS PROJECT

### STAFF RECOMMENDATION

Authorize the General Manager to award a contract for the construction of the Regional Water Reclamation Facility Monitoring Wells Project to Yellow Jacket Drilling Services, LLC, the lowest responsible bidder, in the amount of \$184,350.00 plus a 10% contingency of \$18,435.00 (total of \$202,785.00) and to do all things necessary to complete the project.

### SUMMARY

Mission Springs Water District (MSWD) intends to construct a municipal waste treatment plant, the Regional Water Reclamation Facility (RWRF), to support its septic to sewer program and growth in the Desert Hot Springs, California, community. The California Regional Water Quality Control Board Colorado River Basin Region (Regional Board) issued Waste Discharge Requirements for the RWRF (Order R7-2020-0011), including a provision that requires the installation of a groundwater monitoring well network to monitor changes to groundwater quality as a result of the proposed RWRF discharges.

### ANALYSIS

Staff received and publicly opened two bids as outlined in the Bid Summary attachment. After review, staff qualified the bids and found Yellow Jacket Drilling Services, LLC to be the lowest responsive bidder. As such, Staff recommends award of contract to Yellow Jacket Drilling Services, LLC. The contract amount for the construction is under the Engineer's Estimate of construction, compiled on November 4, 2021.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The Project was approved in the capital budget for an amount of \$51,000,000, including design, CEQA, construction, construction management and inspection.

### ATTACHMENTS

Contract Agreement  
 Bid Summary/Tabulation

AGREEMENT

**CONTRACT DIR:** 398961

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the MISSION SPRINGS WATER DISTRICT hereinafter called "Owner", and \_\_\_\_\_ doing business as \_\_\_\_\_\*, hereinafter called "Contractor".

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

1. The Contractor will commence and complete the "**Construction of the Regional Water Reclamation Facility Monitoring Wells Project**". The Contractor will furnish all of the material, supplies, tools, equipment, labor and other services necessary for the construction and completion of the Project described herein.
  
3. The Contractor will commence the Work required by the Contract Documents on or before the date specified to commence Work in the Notice to Proceed and will complete the same within One Hundred Twenty (120) consecutive calendar days unless the period for completion is extended otherwise by the Contract Documents.
  
4. Owner and Contractor have discussed the provisions of Civil Code 1671 and the damages that may be incurred by Owner if the Work is not completed within the time specified in this Agreement. Owner and Contractor hereby represent that at the time of signing this Agreement, it is impracticable and extremely difficult to fix the actual damage that will be incurred by Owner if the Work is not completed within the number of calendar days allowed. Accordingly, Owner and Contractor agree that the sum of \$500 per day is a reasonable sum to assess as damages to Owner by reason of the failure of Contractor to complete the Work within the time specified.
  
5. The Contractor agrees to perform all of the Work described in the Contract Documents and comply with the terms therein for the sum of \$ 184,350.00 or as shown in the Bid Schedule; subject to additions and deductions, if any, in accordance with said documents.

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



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

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

No. \_\_\_\_\_, dated \_\_\_\_\_, 2021

No. \_\_\_\_\_, dated \_\_\_\_\_, 2021

No. \_\_\_\_\_, dated \_\_\_\_\_, 2021

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

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

- 9. Should any litigation or arbitration be commenced between the parties hereto concerning said project, any provision of this Contract, or the rights and obligations of either in relation thereto, the party, Owner or Contractor, prevailing in such litigation shall be entitled, in

addition to such other relief as may be granted, to a reasonable sum as and for his attorney's fees in such litigation, and costs.

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

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

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

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in three (3) copies each of which shall be deemed an original on the date first above written.

OWNER:

MISSION SPRINGS WATER DISTRICT

By \_\_\_\_\_

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

Title \_\_\_\_\_

(SEAL)

ATTEST:

\_\_\_\_\_

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

Title \_\_\_\_\_

CONTRACTOR:

\_\_\_\_\_

By \_\_\_\_\_

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

Address \_\_\_\_\_

\_\_\_\_\_

Contractor's License No. \_\_\_\_\_

CORPORATE CERTIFICATE

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_  
Secretary of the Corporation named as CONTRACTOR in the foregoing contract; that  
\_\_\_\_\_, who signed said contract  
on behalf of the CONTRACTOR was then \_\_\_\_\_ of said corporation;  
and that said contract was duly signed for and in behalf of said corporation by authority of its  
governing body and is within the scope of its corporate powers.

\_\_\_\_\_

(SEAL)

ATTEST:

\_\_\_\_\_

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

Title \_\_\_\_\_

**Bid Results for Construction of the Regional Water Reclamation Facility Monitoring Wells Project (11424TM - MON WELLS)**

Issued on 11/04/2021  
 Bid Due on December 09, 2021 2:00 PM (PST)  
 Exported on 12/09/2021

Is (Unit Price \* Quantity)

Item Num	Item Code	Description	Unit of Measure	Quantity	Yellow Jacket Drilling Services - Unit Price	Yellow Jacket Drilling Services - Line Total	ABC Liovin Drilling, Inc. - Unit Price	ABC Liovin Drilling, Inc. - Line Total
1	101	Mobilization and Demobilization	LS	1	\$9,250.00	\$9,250.00	\$18,000.00	\$18,000.00
2	102	Clearing, Grubbing, and Grading	LS	1	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00
3	103	Traffic Control	LS	1	\$1,250.00	\$1,250.00	\$30,000.00	\$30,000.00
4	104	Well Drilling	VF	800	\$118.00	\$94,400.00	\$220.00	\$176,000.00
5	105	Well Installation	VF	800	\$50.00	\$40,000.00	\$105.00	\$84,000.00
6	106	Well Development	HOURS	36	\$300.00	\$10,800.00	\$835.00	\$30,060.00
7	107	Well Equipment	LS	1	\$25,000.00	\$25,000.00	\$30,200.00	\$30,200.00
8	108	Standby Time with Crew	HOURLY	1	\$650.00	\$650.00	\$850.00	\$850.00
9	109	Standby Time without Crew	HOURLY	1	\$500.00	\$500.00	\$650.00	\$650.00
					Subtotal	\$184,350.00		\$370,760.00
					Total	\$184,350.00		\$370,760.00

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETING  
**MEETING**  
**DATE(S):** January 13 & 18, 2021  
**FROM:** Brian Macy – Assistant General Manager



**FOR:** ACTION  X  DIRECTION      INFORMATION    

## CONTRACT AMENDMENT WITH AECOM FOR THE TECHNICAL SUPPORT DURING CONSTRUCTION OF SITE WORK AND WELL FITTING FOR NEW WELL 42

### STAFF RECOMMENDATION

Authorize the General Manager to negotiate and execute a contract amendment with AECOM Technical Services, Inc. (AECOM) for a not to exceed amount of \$31,132.00 (total of \$105,798.00) for technical support services during the construction of Well 42.

### SUMMARY

On July 19, 2019, Mission Springs Water District (MSWD) executed a contract with AECOM for the redesign of Well 42. Following completion of design in February 2020, MSWD extended AECOM's contract to provide bidding support services. Well 42 construction commenced in February 2021, and since then, AECOM's design and bidding support budget has been exhausted. Therefore, staff recommends negotiating and executing a contract amendment with AECOM to provide technical services during the remainder of Well 42 construction. Said services will be provided on a time and materials (T&M) basis.

### ANALYSIS

As the engineer of record, AECOM is needed to provide a technical support role throughout the construction process. Specifically, they are required to assist with technical RFIs and submittals, preparing modifications to the project design and details resulting from RFIs or change orders, reviewing the startup plan, and preparing record drawings. During construction, the well pump horsepower was increased to accommodate a higher flow rate, resulting in additional work from AECOM than was originally anticipated. The contract amendment is required to allow AECOM to continue their support role through project completion.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The Project was approved in the capital budget for an amount of \$4,600,000.00, including design, CEQA, construction, construction management and inspection.

### ATTACHMENTS

Contract Amendment

**AMENDMENT TO  
Agreement for Professional Services  
Mission Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240  
Telephone 760-329-6448 – FAX 760-329-2482**

TO: **AECOM Technical Service, Inc.**      DATE: \_\_\_\_\_  
**6200 S. Quebec Street**  
**Greenwood Village, CO 80111**

**SECOND AMENDMENT TO CONTRACT AGREEMENT**

1. This amendment (the "Amendment") is hereby made by Mission Springs Water District and AECOM Technical Services, Inc., parties to an agreement for **Design Update Services for the Site Work and Well Fitting for the Well 42 Project** (the "Agreement"), dated July 18, 2019.
2. In exchange for the promises herein and other good and valuable consideration, the sufficiency of which both parties acknowledged, it is mutually agreed by and between the undersigned contracting parties that the Agreement is amended as follows:  
  
**Amend the Agreement price from \$74,666.00 to a not to exceed amount of \$105,798.00.**
3. Except as set forth in this Amendment, the Agreement is unchanged and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement the terms of this amendment will prevail.

Instructions: Sign and return. Upon acceptance a copy will be signed by its authorized representative and promptly returned to you. Insert the names of your authorized representative(s) below.

**Accepted:**  
\_\_\_\_\_ Mission Springs Water District \_\_\_\_\_

**Consultant:**  
\_\_\_\_\_ AECOM Technical Services, Inc. \_\_\_\_\_  
(Business Name)

By: \_\_\_\_\_  
Arden Wallum  
Title General Manager

By: \_\_\_\_\_  
Tim Volz  
Title Vice-President

Other authorized representative(s):  
  
\_\_\_\_\_  
Brian Macy  
Assistant General Manager  
  
\_\_\_\_\_  
Vice President

Other authorized representative(s):  
  
\_\_\_\_\_  
  
\_\_\_\_\_

August 27, 2021

Mr. Danny Friend  
Missions Springs Water District  
66575 Second Street  
Desert Hot Springs, CA 92240-3711

**Subject: Change Order for Construction Management Services for Well 42**

Dear Danny:

Per the request of Steve Ledbetter at TKE Engineering per an e-mail request dated August 3, 2021; AECOM Technical Services, Inc. (AECOM) has prepared the following Change Order proposal to provide engineering services during the Construction Management Services for Well 42.

This SOW includes the pump and motor resizing for flow rates of 2,500 gpm and then to 2,300 gpm. This request also includes limited Construction Management services during construction and may include review of construction RFI, submittal review and review of Process and Instrumentation and Controls (P&IDs). Also included is ongoing Project Management during the CM period.

AECOM assumes this will be based on a Time and Materials (T&M) as was the original contract for Well 42 modifications and Change Order 1 for bidding services. AECOM will respond to RFI and submittal review only when requested by Steve Ledbetter and/or MSWD and their representatives. As such, an accurate estimate for engineering fees during construction related services is difficult to estimate. AECOM will continue to use the same engineers that have worked on the project to date and track the change order original budget versus, spent and remaining budgets and at about the 80% spent level, AECOM will notify MSWD if an additional Change Order will be necessary or if services completed at that time will be adequate.

We look forward to supporting Mission Springs Water District in successful completion of this task assignment. Please contact me at 303-740-3950 or [tim.volz@aecom.com](mailto:tim.volz@aecom.com) if you have questions or require additional information.

Sincerely,

**AECOM Technical Service, Inc.**



Tim Volz, P.E.  
Vice-President  
Authorized Representative

CC: Steve Ledbetter



## **1. CONSTRUCTION MANAGEMENT (CM) SERVICES**

AECOM Construction Management Service includes the following:

- 1.1 Revise pump hydraulics and specifications based on flow rates increases from the original design of 1850 gpm to 2500 and 2300 gpm
- 1.2 Responding to Contractor Request for Information (RFI) during the construction phase.
- 1.3 Review of submittals

## **2. PROJECT MANAGEMENT**

Project Management approach is to continue with the PM tasks set for in the original contract. Included PM tasks through bidding and construction. We assume there will be no travel requirements.

## **3. SCHEDULE SUMMARY**

Task Assignment milestones have been estimated as follows:

- Construction 9 months

## **4. FEE ESTIMATE**

Based on the above approach AECOM estimates the Time and Materials not to exceed fee of \$31,132

## **5. ASSUMPTIONS AND BASIS OF FEE**

### **5.1. Overall Task Assignment**

1. Site visits for this project are not included
2. The assumptions included in Change Order 1 are still valid
3. Preparation of Record Drawings are not included
4. Start up and commissioning is not included

ATTACHMENT 1  
Mission Springs Well 42 Construction Management (CM) Services  
Desert Springs, CA

Prepared: SC  
Approved: TV

Date: 25-Aug-21  
Date: 27-Aug-21

August 27, 2021  
Change Order 2 Services Estimate

Task Number	Description	Role Initials Billing Rate	LABOR HOURS BY CLASSIFICATION					TOTAL	LABOR	SUB	ODC	TOTAL
			Project Assistant BW \$112	Civil Engineer GZ \$128	Project Manager SC \$236	Electrical Engineer Lead CA \$202	Principal-in- Charge TV \$296	HOURS	Budget	COST	COST	COST
<b>Task 1</b>	<b>Construction Management Services</b>											
1.1	Well pump resizing		40	8	12		60	\$9,432				\$9,432
1.2	RFI - Construction (Assume 10)		20	8	12		40	\$6,872				\$6,872
1.3	Submittals (Assume 10)		20	6	12		38	\$6,400				\$6,400
1.4	P&IDs submittals			2	16		18	\$3,704				\$3,704
							0	\$0				\$0
	<b>Subtotal Task 1</b>		0	80	24	52	0	156	\$26,408	\$0	\$0	\$26,408
<b>Task 2</b>	<b>PM - Construction Management Services</b>											
2.1	Project Management and Invoicing		16		8		1	25	\$3,976			\$3,976
2.2	Project Close out			4	1			5	\$748			\$748
								0	\$0			\$0
	<b>Subtotal Task 2</b>		16	4	9	0	1	30	\$4,724	\$0	\$0	\$4,724
	<b>Project Totals</b>		16	84	33	52	1	186	\$31,132	\$0	\$0	\$31,132

186

# AGENDA STAFF REPORT

**MEETING NAME:** REGULAR BOARD MEETINGS

**MEETING DATE(S):** JANUARY 13 & 18, 2022



**FROM:** Arturo Ceja – Director of Finance and Accounting

**FOR:** ACTION **X** DIRECTION INFORMATION

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## MID-YEAR BUDGET REPORT AND PROPOSED FY 2021/22 CAPITAL BUDGET AND CONTINUING APPROPRIATIONS

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### STAFF RECOMMENDATION

It is recommended to approve the Mid-Year Budget Report and proposed FY 2021/22 Capital Budget and Continuing Appropriations. Approve FY 2021/22 increase in capital improvement projects of \$237,550, and an increase in the equipment and improvements (capital assets) of \$203,000.

### SUMMARY

Staff's recommendation is to increase the capital budget \$440,550 (comprised of 5 capital improvement projects and 3 equipment and improvement capital assets).

### ANALYSIS

See attached "Mid-Year Budget Report and Proposed FY 2021/2022 Capital Budget and Continuing Appropriations" for details.

### FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

See ANALYSIS above.

### ATTACHMENTS

Mid-Year Budget Report and Proposed FY 2021/2022 Capital Budget and Continuing Appropriations

# Mid-Year Budget Report and Proposed FY 2021/2022 Capital Budget and Continuing Appropriations

January 13, 2022

# Assumptions vs. Reality

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## Adopted Budget

- 3% revenue increase (Water Sales and Wastewater Treatment)
- Grants and Loans (Wastewater Regional Plant)
- Classification Plan / Org. Chart added 3 positions
- Fastest growing community in the Coachella Valley
- Ensured effective business continuity during COVID-19
- Essential expenditures/activities only

## Mid-Year Changes

- Capital Improvement Projects (Riverside County Roadway Work)
- Equipment and Improvements (Capital Assets)

# Operating Revenues and Expenses

MISSION SPRINGS WATER DISTRICT  
COMBINED FUNDS  
DISTRICT SUMMARY  
JULY 1, 2020 TO DECEMBER 31, 2021

YEAR TO DATE			
ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT
11,902,951	11,831,282	71,669	1%
9,449,906	9,639,652	189,745	2%
2,453,045	2,191,630	261,414	12%
1,723,249	1,426,129	297,120	21%
436,926	443,190	6,264	1%
1,286,323	982,939	303,384	31%
3,739,368	3,174,569	564,798	18%

<b>OPERATING REVENUE:</b>
<b>OPERATING EXPENSE:</b>
<b>NET OPERATING INCOME</b>
<b>ADD NON-OPERATING REVENUE</b>
<b>LESS NON-OPERATING EXPENSE</b>
<b>NET NON-OPERATING INCOME</b>
<b>NET INCOME</b>

JULY 1, 2020 TO DECEMBER 31, 2020			
ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT
11,738,251	8,580,629	3,157,622	37%
8,514,384	8,500,552	(13,832)	0%
3,223,867	80,077	3,143,790	3926%
1,463,609	6,515,850	(5,052,241)	-78%
547,372	450,297	(97,075)	-22%
916,236	6,065,553	(5,149,317)	-85%
4,140,103	6,145,630	(2,005,527)	-33%

# Capital Improvement Projects

Pierson Boulevard Slurry Seal Project	\$ 183,000
Riverside County Mountain View Resurfacing Project	33,000
North Indian Canyon Dr Sewer Widening Project	14,485
Regional Urban Water Management Plan	3,760
Wells 27 & 31 Dry Wells	<u>3,305</u>
Total	<u><u>\$ 237,550</u></u>

# Equipment and Improvements (Capital Assets)

Administration Office Repairs (Drywall and Painting)	\$ 135,000
Office Space Enhancements (Annex)	35,000
Rocket Multivalue Integration Server (Finance and Billing System)	<u>33,000</u>
Total	<u><u>\$ 203,000</u></u>



# Looking Forward

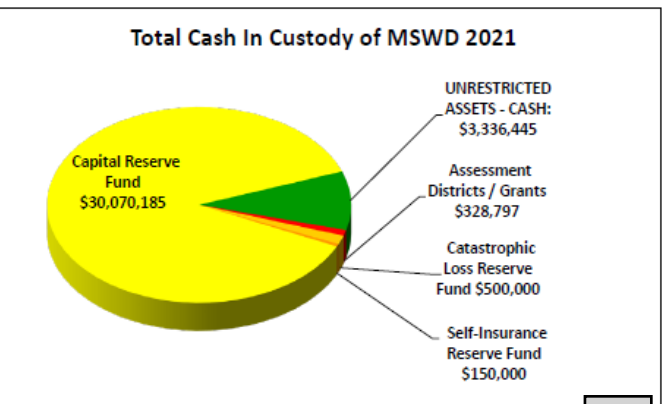
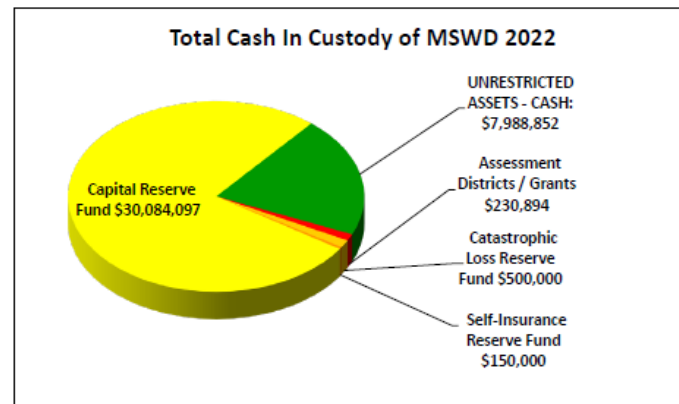
- Debt Service Ratio
  - 1.25 required by Covenants
  - Currently 6.03

~\$2.5M available for debt service

\$2.5M annual payment @ 2.5%  
will service ~\$54M in debt

YEAR TO DATE				JULY 1, 2020 TO DECEMBER 31, 2020			
ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT	ACTUAL	BUDGET	FAVORABLE (UNFAVORABLE) VARIANCE AMOUNT	FAVORABLE (UNFAVORABLE) VARIANCE PERCENT
11,902,951	11,831,282	71,669	1%	11,738,251	8,580,629	3,157,622	37%
9,449,906	9,639,652	189,745	2%	8,514,384	8,500,552	(13,832)	0%
2,453,045	2,191,630	261,414	12%	3,223,867	80,077	3,143,790	3926%
1,723,249	1,426,129	297,120	21%	1,463,609	6,515,850	(5,052,241)	-78%
436,926	443,190	6,264	1%	547,372	450,297	(97,075)	-22%
1,286,323	982,939	303,384	31%	916,236	6,065,553	(5,149,317)	-85%
3,739,368	3,174,569	564,798	18%	4,140,103	6,145,630	(2,005,527)	-33%

OTHER INFORMATION	
DEBT SERVICE RATIO	12.05
INVESTMENT RETURN	0.05%
CASH - JULY 1	\$ 34,708,247
INCREASE/(DECREASE) IN CASH	\$ (322,821)
CASH - END OF PERIOD	\$ 34,385,426
UNRESTRICTED CASH	\$ 3,336,445
RESTRICTED CASH	\$ 31,048,981
CASH IN CUSTODY OF MSWD	\$ 34,385,426
WELLS FARGO	\$ 21,257
CALTRUST	\$ 6,436,309
CALTRUST	\$ 21,958,681
CALTRUST	\$ 2,548,744
	\$ 30,964,991
RESTRICTED - ASSESSMENT DISTRICTS	\$ 16,936
RESTRICTED - SHORT TERM FUND	\$ 6,435,570
RESTRICTED - MEDIUM TERM FUND	\$ 22,048,613
RESTRICTED - LIQUIDITY FUND	\$ 2,547,862
RESTRICTED TOTAL CASH	\$ 31,048,981

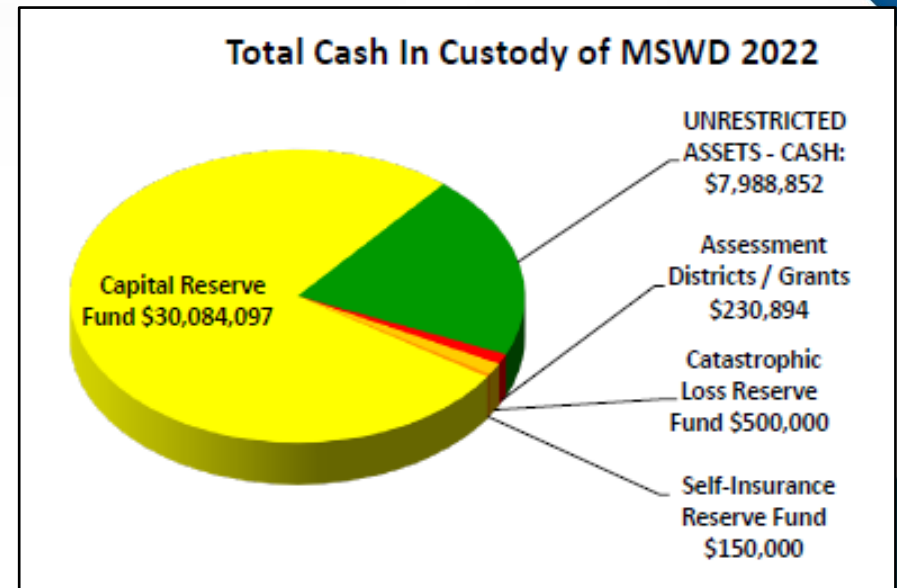


# Mid-Year Budget Highlights

- No changes to Operating Revenues and Expenses (19,987,154 and 18,615,346 respectively)
- Capital Replacement Reserve Target (M/M #95-20)

Policy	\$37,380,700
Balance	<u>\$30,943,734</u>
	<u>(6,436,966)</u>

- CIP increase
- Financial well-being required for debt and grant financing
- Financing was always part of the long-range plan
- Effective Planning and Leadership



# Questions?



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, December 16, 2021, at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

#### BOARD MEMBERS PRESENT

President Nancy Wright, Vice President Russ Martin, Director Randy Duncan, Director Steve Grasha  
Director Ivan Sewell

#### STAFF MEMBERS PRESENT

Wallum, Macy, Kettenacker, Friend, Scott, Ceja, Lucas, Hoffert, Petee, Pelton

### RULES OF PROCEDURE

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

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

### PUBLIC INPUT

No general public input

### COVID-19 UPDATE

Mr. Wallum gave a brief COVID-19 Update. MSWD Offices remain closed to the public.

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

This item will be acknowledged on Monday.

## ACTION ITEMS

**RESOLUTION 2021-19- A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD DECEMBER 19, 2021 – JANUARY 19, 2021, PURSUANT TO PROVISIONS OF THE RALPH M. BROWN ACT**

The Board approved Resolution 2021-19, continuing teleconferencing meetings for the period of December 19, 2021 - January 19, 2022.

Monthly routine item to continue conducting Board Meetings via remote teleconference. The Board acted on this item today.

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

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

**PUBLIC HEARING - RESOLUTION 2021-21 ADOPTION OF THE GROUNDWATER SUSTAINABILITY PLAN FOR THE SAN GORGONIO PASS SUBBASIN**

It is recommended to adopt Resolution 2021-21, adopting the San Gorgonio Pass Groundwater Sustainability Plan in Compliance with the Sustainable Groundwater Management Act.

Mr. Wallum noted this item is no longer a public hearing for MSWD. The public hearing will take place at San Gorgonio on January 11, 2022. Our representative, Arden Wallum, will be present at this meeting for voting purposes. Mr. Ledbetter gave a general background on this plan.

**PUBLIC HEARING - RESOLUTION 2021- 22 ADOPTION OF THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT 2022 MISSION CREEK SUBBASIN ALTERNATIVE PLAN UPDATE**

It is recommended to adopt Resolution No. 2021-22 adopting the 2022 Mission Creek Subbasin Alternative Plan Update in compliance with the Sustainable Groundwater Management Act.

Mr. Ledbetter presented on this item. MSWD is a member of the management committee for this plan, along with DWA and CVWD. He gave a general background on this plan.

**PUBLIC HEARING #1 - REDISTRICTING**

Process and Public Input for Adjustment of Division Boundaries.

Misty Calder and David Ely will present at Monday's meeting.

**RESOLUTION NO. 2021-18 AMENDING RESOLUTION NO. 2020-21; REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**

It is recommended to adopt Resolution No. 2021-18 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.

Oriana Hoffert presented the proposed changes to the MSWD personnel rules and regulations.

**SECOND AMENDMENT TO CONTRACT AGREEMENT WITH OPERATIONAL TECHNICAL SERVICES FOR TEMPORARY STAFFING – WASTEWATER TREATMENT PLANT OPERATOR**

It is recommended to authorize the General Manager to amend the contract with Operational Technical Services to provide temporary wastewater treatment plant operator staffing for a not to exceed amount of \$120,000.

Mr. Macy explained it is necessary to increase the cost of this contract. OTS provides highly skilled operators that are licensed and have the talent, expertise, and experience and certifications to quickly fill our temporary staffing requirements.

**ANNUAL REPORT OF CAPACITY FEES AND RELATED CAPITAL EXPENDITURES**

It is recommended that the Board of Directors accept the annual report of capacity fees and related expenditures as submitted.

Mr. Wallum noted that pursuant to Government Code section 66006(b), gives us so much time to spend any of the money collected, as fees, on Capital Improvements. Mr. Ceja noted that we received a letter of support from the DVBA on these fees.

**RESOLUTION 2021-20 - COMMENDING MARGE COOK, GROUNDWATER GUARDIANS' EXECUTIVE DIRECTOR FOR MISSION SPRINGS WATER DISTRICT**

It is recommended to approve Resolution 2021-20, honoring Marge Cook for 24 years of service to MSWD.

President Wright noted she will read the Resolution into the record on Tuesday.

**ELECTION OF OFFICERS FOR 2022**

This will take place on Monday.

**DISCUSSION ITEMS****CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Mr. Macy gave a brief update on the progress of the new building site plan. Staff expects final design by February.

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Mr. Ledbetter gave a brief project update. Biological surveys must be complete before we can break ground.

**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:

November 10, 2021 - Study Session  
November 15, 2021 - Board Meeting

### **REGISTER OF DEMANDS**

The register of demands totaling \$1,577,391.98

### **2022 BOARD OF DIRECTORS MEETING SCHEDULE**

## **REPORTS**

### **DIRECTOR REPORTS**

Director Sewell reported he attended the following events: 11/9 EVWS Tour, 11/29-12/2 ACWA Conference

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

Aside from what was printed in the packet report, Mr. Wallum congratulated President Wright on her re-appointment on the Colorado River Regional Water Quality Control Board for region 7. He also noted a letter being prepared by the California Groundwater Coalition, regarding the Chrome 6 regulations.

Arturo Ceja gave the financial report for the period ending November 30, 2021.

Marion Champion gave the Public Outreach report.

## **COMMENTS**

### **DISTRICT COUNSEL COMMENTS**

Mr. Pinkney briefly summarized items his office has assisted the District with.

### **DIRECTOR COMMENTS**

Director Sewell extended a congratulations to all participants of the Holiday Parade Float.

Vice President Martin echoed Director Sewell's comments and noted the high caliber of employees of the District.

Director Grasha noted he does not agree with (his words) the District's position with the letter on Chrome 6 standards. He claims the District is advocating to put more cancer-causing chemicals into the water because we can't afford to fix it. Mr. Wallum clarified that the District has not penned a letter to this effect, the California Groundwater Coalition is penning the letter and it has nothing to do with the affordability of treatment, rather the CEQUA analysis and speaks to the nature of what he thinks Director Grasha is supporting which is that we take a look at the seriousness of Chrome 6 and how it affects the drinking water.

Director Duncan congratulated President Wright on her recent re-appointment. He reminisced on past Holiday Parade floats. He noted he saw one of our trucks on the road and commented on the presentation of the truck.

**CLOSED SESSION**

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

pursuant to Government Code Section 54956.9(d)(2) and/or (3)  
(One potential case related to a threat of litigation by Coachillin Holdings, LLC)

**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. RIC 2003782  
(George Padilla and Sharon Moreno vs. Mission Springs Water District)

**CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: (MSWD vs. Master Meter)

**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. PSC 1600676  
(Mission Springs Water District vs. Desert Water Agency)

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

The Board met in closed session on the above listed items, there was no reportable action.

**ADJOURN**

With no further action, President Wright adjourned the meeting at 5:45 PM

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Arden Wallum  
Secretary of the Board of Directors





## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, December 20, 2021 at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

#### BOARD MEMBERS PRESENT

President Nancy Wright, Vice President Russ Martin, Director Randy Duncan, Director Steve Grasha  
Director Ivan Sewell

#### STAFF MEMBERS PRESENT

Wallum, Macy, Kettenacker, Friend, Scott, Ceja, Lucas, Hoffert, Petee, Pelton

### RULES OF PROCEDURE

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

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

### PUBLIC INPUT

No general public input

### EMPLOYEE RECOGNITION

#### HUMAN RESOURCES REPORT

The Board recognized the following employees;

#### ANNIVERSARIES

Rolando Jimenez - Water Production Operator II 18 Years, Amanda Lucas - Administrative Assistant 5 Years

#### PROMOTIONS

Andy Grunnet - Lead Wastewater Treatment Plant Operator Formerly, Wastewater Treatment Plant Operator II

**CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS**

Joe Hernandez Cross Connection Specialist Certification

**ACTION ITEMS****PUBLIC HEARING #1 - REDISTRICTING**

Process and Public Input for Adjustment of Division Boundaries.

President Wright announced the Public Hearing and called for the secretary's report; Notice of public hearing was published to the Desert Sun on December 9, 2021, as of this afternoon, there are no comments or protests on this item.

Misty Calder of SBEMP presented on the process and public input for the adjustment of division boundaries. Demographer, David Ely was present for questions.

There was no public comment.

President Wright closed the public hearing.

**PUBLIC HEARING - RESOLUTION 2021- 22 ADOPTION OF THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT 2022 MISSION CREEK SUBBASIN ALTERNATIVE PLAN UPDATE**

The Board adopted Resolution No. 2021-22 adopting the 2022 Mission Creek Subbasin Alternative Plan Update in compliance with the Sustainable Groundwater Management Act.

President Wright announced the Public Hearing and called for the secretary's report; Notice of public hearing was published to the Desert Sun on December 9, 2021, as of this afternoon, there are no comments or protests on this item.

Steve Ledbetter gave the staff report. Full presentation was given at the Study Session on Thursday.

There was no public comment.

President Wright closed the public hearing.

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

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

**RESOLUTION 2021-21 RECOMMENDING ADOPTION OF THE GROUNDWATER SUSTAINABILITY PLAN FOR THE SAN GORGONIO PASS SUBBASIN**

The Board adopted Resolution 2021-21, recommending adoption of the San Gorgonio Pass Groundwater Sustainability Plan in Compliance with the Sustainable Groundwater Management Act.

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

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

**RESOLUTION NO. 2021-18 AMENDING RESOLUTION NO. 2020-21; REVISIONS TO MISSION SPRINGS WATER DISTRICT PERSONNEL RULES AND REGULATIONS**

The Board adopted Resolution No. 2021-18 providing for the revisions to Mission Springs Water District Personnel Rules and Regulations.

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

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

**SECOND AMENDMENT TO CONTRACT AGREEMENT WITH OPERATIONAL TECHNICAL SERVICES FOR TEMPORARY STAFFING – WASTEWATER TREATMENT PLANT OPERATOR**

The Board authorized the General Manager to amend the contract with Operational Technical Services to provide temporary wastewater treatment plant operator staffing for a not to exceed amount of \$120,000.

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

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

**ANNUAL REPORT OF CAPACITY FEES AND RELATED CAPITAL EXPENDITURES**

The Board of Directors accepted the annual report of capacity fees and related expenditures as submitted.

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

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

**RESOLUTION 2021-20 - COMMENDING MARGE COOK, GROUNDWATER GUARDIANS EXECUTIVE DIRECTOR FOR MISSION SPRINGS WATER DISTRICT**

The Board approved Resolution 2021-20, honoring Marge Cook for 24 years of service to MSWD.

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

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

Abstaining: Director Grasha

**ELECTION OF OFFICERS FOR 2022**

President Wright turned the proceeding over to the Executive Assistant. Nominations for President for the term ending December 2022. President Wright nominated Vice President Martin for President; Vice President Martin accepted the nomination. There were no further nominations for President. A roll call vote was taken and by a vote of 4-1 (with Director Grasha voting no) Russ Martin was elected president for the term ending December 2022.

The Executive Assistant called for nominations for Vice President for the term ending December 2022. Director Sewell nominated President Wright for Vice President; President Wright accepted the nomination. There were no further nominations for Vice President. A roll call vote was taken and by a vote of 4-1 (with Director Grasha voting no) President Wright was elected Vice-President for the term ending December 2022.

**DISCUSSION ITEMS**

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Nothing further to add

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Nothing further to add

**CONSENT AGENDA**

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

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

**APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

- November 10, 2021 - Study Session
- November 15, 2021 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$1,577,391.98

**2022 BOARD OF DIRECTORS MEETING SCHEDULE**

**REPORTS**

**DIRECTOR REPORTS**

Director Duncan reported he attended the following event: 11/29 – 12/2 ACWA Conference

Vice President Martin reported he attended the following events: 11/2 DHS City Council, 11/9 EVWD Tour, 11/10 DVBA Public Works Luncheon, 11/11 DHS Veteran’s Day Ceremony, 11/16 DHS City Council Meeting and RivCo Board of Supervisors Meeting, 11/18 CVAG E&E and CVCC Meetings, 11/29-12/2 ACWA Conference

President Wright reported she attended the following event: 11/29-12/2 ACWA Conference

**GENERAL MANAGER'S REPORT**

Nothing further to add

**COMMENTS**

**DISTRICT COUNSEL COMMENTS**

Nothing further to add, announced closed session on item 27.

**DIRECTOR COMMENTS**

Director Sewell wished everyone a Happy Holiday’s.

Director Duncan commended President Wright on her service this last year.

Director Grasha noted a press conference he has scheduled this week.

**CLOSED SESSION**

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

pursuant to Government Code Section 54956.9(d)(2) and/or (3)  
(One potential case related to a threat of litigation by Coachillin Holdings, LLC)

**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. RIC 2003782  
(George Padilla and Sharon Moreno vs. Mission Springs Water District)

**CONFERENCE WITH LEGAL COUNSEL REGARDING PENDING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: (MSWD vs. Master Meter)

**CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION**

pursuant to Government Code Section 54956.9(d)(1)  
One Case: Case No. PSC 1600676  
(Mission Springs Water District vs. Desert Water Agency)

**REPORT ON ACTION TAKEN DURING CLOSED SESSION**

The Board met in closed session CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION pursuant to Government Code Section 54956.9(d)(1), One Case: Case No. PSC 1600676 (Mission Springs Water District vs. Desert Water Agency)

There was no reportable action taken.

**ADJOURN**

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

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
70820	12-20-21	DANIELA BAUTISTA	CHANGE OF ADDRESS	-52.09		-52.09
72430	12-07-21	ROY KLOPPENSTEIN	LOST IN MAIL	-172.00		-172.00
73003	12-16-21	CANDICE COBB	LOST IN MAIL	-124.97		-124.97
73044	12-16-21	ADAMS FINANCIAL MGMT	LOST IN MAIL	-69.64		-69.64
73184	12-16-21	CHIUNG CHUANG	UNDELIVERABLE	-82.00		-82.00
73242	12-20-21	DUNCAN GROUP	CHANGE OF ADDRESS	-45.30		-45.30
73257	12-16-21	JOHN/DEBI ARVOUX	LOST IN MAIL	-40.00		-40.00
73363	12-16-21	TANISHA MICHEL	LOST IN MAIL	-45.00		-45.00
73640	12-06-21	MAC'S MOBILE AUTOGLASS	LOST IN MAIL	-232.01		-232.01
73658	12-02-21	ADRIAN URIBE	ACCOUNT REFUND 10992 SANTA CRUZ RD	47.54		47.54
73659	12-02-21	ADT COMMERCIAL LLC	ADT SECURITY - ADMIN REQ 112882	1,153.90		1,153.90
			VERBENA - CORP YARD			
73660	12-02-21	ANDREW HOWARD	ACCOUNT REFUND 16789 VIA CORTO W	82.00		82.00
73661	12-02-21	APRIL LEE SCOTT	PARADE FLOAT MP3 AND VIDEO PRODUCTION	99.18		99.18
			USPS-RETURN SHIPPING/SANTA HATS PARADE			
73662	12-02-21	ARACELI NAVARRO	ACCOUNT REFUND AVE ATEZADA	482.84		482.84
73663	12-02-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 11.16.21	349.80		349.80
73664	12-02-21	ASHLEY PORRAS	ACCOUNT REFUND 66621 THUNDERBIRD LN	41.38		41.38
73665	12-02-21	BABCOCK LABORATORIES, INC.	4TH QUARTER AND SLUDGE TESTING - HORTON	3,364.20		3,364.20
			TOTAL N TESTING - H+DC - NOVEMBER 21			
			VOLATILES BY GC/MS - HORTON D.C.			
73666	12-02-21	BRUCE'S PLACE	2021 - HOLIDAY LUNCHEON	1,483.24		1,483.24
73667	12-02-21	CARLLEN MARTINEZ	ACCOUNT REFUND 66237 6TH ST	51.96		51.96
73668	12-02-21	CARL OTTESON'S CERTIFIED BACKFLOW	NOV 2021 BACKFLOW TESTING	1,560.00		1,560.00
73669	12-02-21	CAROL A MORIN	REIMBURSEMENT PARADE FLOAT DECOR	48.33		48.33
73670	12-02-21	CLIFFORD LAVY	ACCOUNT REFUND 13175 LA MESA DR	321.11		321.11
73671	12-02-21	CLINICAL LABORATORY OF SAN BERNARDINO	BOD5 TESTING - H+DC - OCTOBER 2021	1,108.00		1,108.00
			LAB SERVICES FOR SAMPLES - OCTOBER 2021			
73672	12-02-21	CORE & MAIN LP	FLG BALL LW	329.63		329.63
73673	12-02-21	DANIEL YANEZ	ACCOUNT REFUND 10548 CACTUS DR	51.03		51.03
73674	12-02-21	DESERT SHADOWS ENT.	ACCOUNT REFUND 16810 CALLE CASITA	50.98		50.98
73675	12-02-21	DORI M PETEE	TRAVEL AND TRAINING - EXEC ASST	23.52		23.52
73676	12-02-21	EXECUTIVE FACILITIES SERVICES, INC.	JANITORIAL SERVICES - NOVEMBER	1,833.09		1,833.09
73677	12-02-21	FARMER BROS. CO	ADMIN. COFFEE	376.22		376.22
73678	12-02-21	FEDEX	OVERNIGHT 3RD AMENDMENT - SKYBORNE	34.05		34.05
73679	12-02-21	FERGUSON WATERWORKS #1083	BALL VALVE W/LOCKWING	3,812.84		3,812.84
73680	12-02-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 11.12	549.91		549.91
73681	12-02-21	GERHARD EHRlich	ACCOUNT REFUND 69421 POOLSIDE DR	11.36		11.36
73682	12-02-21	HEATHER GRIFFITH	ACCOUNT REFUND 68334 PANORAMA DR	19.12		19.12
73683	12-02-21	INFOSEND INC	MONTHLY BILLING SERVICES INV202234	3,800.39		3,800.39
73684	12-02-21	INLAND WATER WORKS SUPPLY CO.	6" BLIND FLANGE CI	14,399.69		14,399.69
			6'X48' DI FLG SPOOL N/I			
			BACKFLOW DEVICE/BRASS COUPLINGS			
			BLK NIPPLE			
			BRASS STREET/BRASS CHECK/BRASS NIPPLES			
			DI SADDLE			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			HYDRANT EXTENSION			
73685	12-02-21	ISIS REYES	ACCOUNT REFUND 64550 PIERSON BLVD #74	64.25		64.25
73686	12-02-21	JASON WINGERTER	ACCOUNT REFUND 66849 VERBENA DR	150.00		150.00
73687	12-02-21	JOANNA PEREZ	TOILET REBATE-PEREZ	200.00		200.00
73688	12-02-21	JOE HERNANDEZ	JOE HERNANDEZ EXAM REIMBURSEMENT AWWA	210.00		210.00
73689	12-02-21	JOEL AGRON	ACCOUNT REFUND 15515 OCOTILLO RD	157.48		157.48
73690	12-02-21	KAMAN INDUSTRIAL TECHNOLOGIES	COUPLING SHAFTS + BEARINGS - BELT PRESS	854.82		854.82
73691	12-02-21	KEITH LABAND	TOILET REBATE-LABAND	200.00		200.00
73692	12-02-21	LUIS QUIROZ	ACCOUNT REFUND 66978 SAN ARDO RD	38.93		38.93
73693	12-02-21	MANPOWER US INC.	OIT STAFFING - JACOB M/W.E. 11.14.21	3,395.95		3,395.95
			STAFFING SERVICES			
			WEBSITE COM-INV #36506476 MICHAEL			
			WEBSITE COM-INV#36485290 MICHAEL			
73694	12-02-21	MARCO F GONZALEZ	ACCOUNT REFUND 11777 SKYLARK ST	129.43		129.43
73695	12-02-21	MCCROMETER INC	REPLACEMENT METER 3" HWS 150 FF	0.00	2,804.14	2,804.14
73696	12-02-21	NATALIE K WEEKS	ACCOUNT REFUND 12230 AVE ALTA LOMA	90.00		90.00
73697	12-02-21	NATIONAL AUTO FLEET GROUP	NEW VEHICLE F-550	0.00	283,242.15	283,242.15
73698	12-02-21	O'REILLY AUTOMOTIVE,INC.	REPLACEMENT BATTERY	88.68		88.68
73699	12-02-21	OFFICETEAM	GENERAL CLERICAL AND ADMIN SUPPORT	366.30		366.30
73700	12-02-21	OPERATIONAL TECHNICAL SERVICES	TEMP STAFFING - W.E. 11.12.21	2,720.00		2,720.00
73701	12-02-21	PALM SPRINGS PEST CONTROL, INC.	PEST CONTROL SERVICES - NOVEMBER 2021	155.00		155.00
73702	12-02-21	PARKERS BUILDING SUPPLY	FENCE REPAIR - KERR PROPERTY	0.00	21.27	21.27
73703	12-02-21	PAULA U BRAY	ACCOUNT REFUND 68180 CALLE CERRITO 1	14.08		14.08
73704	12-02-21	PAVEMENT COATINGS CO	ACCOUNT REFUND DIABLO RD & DILLON RD	698.45		698.45
73705	12-02-21	PIA INVESTMENTS, LLC	ACCOUNT REFUND 66163 2ND ST	334.33		334.33
73706	12-02-21	PLANIT REPROGRAPHICS	SCANS OF APPROVED PLANS	27.00		27.00
73707	12-02-21	RED HAWK SERVICES	ACCOUNT REFUND WEST DR	720.33		720.33
73708	12-02-21	RENE A JIMENEZ	ACCOUNT REFUND 9895 EL MIRADOR BLVD	43.96		43.96
73709	12-02-21	ROBERTA A . TAGGART	ACCOUNT REFUND 65860 ACOMA AVE	82.00		82.00
73710	12-02-21	ROBERT SCOTT SEWELL	ACCOUNT REFUND 68355 HACIENDA AVE	90.05		90.05
73711	12-02-21	ROCKWELL ENGINEERING AND EQUIPMENT COMPA NY	10" BRACKETS FOR CHOPPER PUMPS	0.00	1,680.90	1,680.90
73712	12-02-21	SO CAL LAND MAINTENANCE,INC.	HW/WTP MONTHLY LANDSCAPE	6,025.00		6,025.00
73713	12-02-21	SOUTHERN CALIFORNIA EDISON COMPANY	CORP YARD, ANNEX BUILDING	2,613.13		2,613.13
73714	12-02-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	SERVICES/REPAIRS TO FLEET	1,533.78		1,533.78
73715	12-02-21	T4 SPATIAL, LLC	NOV.21 CCTV STORAGE	1,250.00		1,250.00
73716	12-02-21	TKE ENGINEERING, INC	CM & INSPECTION SERVICES	6,795.00	33,000.00	39,795.00
			CONSULTANT BIDDING ASSISTANCE			
			CONSULTANT DESIGN SERVICES			
			CONSULTANT PROGRAM MANAGEMENT			
			CONSULTNAT SERVICES AND GENERAL ENG 112715			
73717	12-02-21	UNITED WAY OF THE DESERT	CUSTOMER ASSISTANCE PROGRAM	5,000.00		5,000.00
73718	12-02-21	USA BLUEBOOK	REPLACEMENT DRUM PUMP/TUBE	1,734.95		1,734.95
73719	12-02-21	VERIZON WIRELESS	CELL PHONE SERVICE - ADMIN	3,376.24		3,376.24
73720	12-02-21	WATERLINE TECHNOLOGIES INC.	3 DRUMS REPLACED AND REFILLED #5560097	1,638.98		1,638.98
			5 DRUMS REFILLED #5559242			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			6 DRUMS REFILLED #5560147			
73721	12-02-21	WIENHOFF DRUG TESTING	2021 - ANNUAL CONSORTIUM MEMBERSHIP	1,360.00		1,360.00
73722	12-07-21	ADT COMMERCIAL LLC	ALARM SYSTEM	245.14		245.14
73723	12-07-21	ALICJA/MATTHEW STOLP	ACCOUNT REFUND 66130 ACOMA AVE	52.05		52.05
73724	12-07-21	ANSAFONE CONTACT CENTERS	ANSWERING SERVICE	234.97		234.97
73725	12-07-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 11.23.21	681.30		681.30
			UNIFORM SERVICES 11.30.21			
73726	12-07-21	BRINKS INCORPORATED	MONTHLY CHARGES	192.43		192.43
			MONTHLY TRANSPORT FEE			
73727	12-07-21	CARLOS CASTANEDA	ACCOUNT REFUND 11700 VERBENA DR	18.36		18.36
73728	12-07-21	CARPI & CLAY, INC	NOV. 2021 FEDERAL ADVOCACY	4,000.00		4,000.00
73729	12-07-21	CASAMAR GROUP, LLC	NOV. 2021 - CONSULTANT SERVICES	0.00	3,067.53	3,067.53
73730	12-07-21	CASEY DOLAN	DIGITAL AD MGMT	650.00		650.00
73731	12-07-21	CATHERINE COUSINO	ACCOUNT REFUND 66399 ESTRELLA AVE	63.48		63.48
73732	12-07-21	COVE ELECTRIC, INC.	REPLACE LIGHTS OVER STAIRWAY	1,440.50		1,440.50
73733	12-07-21	CV STRATEGIES	OCT. 2021 COM SERVICES	13,376.25		13,376.25
			OCT. 2021 SOCIAL MEDIA			
			OCT.2021 VIDEO PRODUCTION			
73734	12-07-21	DANGELO COMPANY	2" 45 DEG BRASS FITTINGS	198.86		198.86
			RESTOCK 3" FLANGE GASKETS N/I			
73735	12-07-21	DANIEL P BRECHTEL	ACCOUNT REFUND 9701 CHOLLA DR	16.61		16.61
73736	12-07-21	EISENHOWER OCCUPATIONAL HEALTH SERVICES	DOT PHYSICALS	335.00		335.00
73737	12-07-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 11.26	549.91		549.91
73738	12-07-21	GILBERT/NESTORA SALADO	ACCOUNT REFUND 66088 HACIENDA AVE	5.00		5.00
73739	12-07-21	GRAINGER	3/16X100 TUBING FOR WASTEWATER	43.67		43.67
73740	12-07-21	GUILLERMO CAMPOS	ACCOUNT REFUND 13715 EL RIO LN	57.40		57.40
73741	12-07-21	HARMONY HEALTH RESORT INC	ACCOUNT REFUND 66729 8TH ST "A"	29,836.93		29,836.93
73742	12-07-21	INLAND WATER WORKS SUPPLY CO.	10 DI CHOPSAW BLADES RESTOCK	2,080.29		2,080.29
			BACKFLOW DEVICE			
			BRASS NIPPLES			
			BRASS TEE			
73743	12-07-21	IVAN SEWELL	I.SEWELL MILEAGE REIMB. - ACWA CONF.	119.84		119.84
73744	12-07-21	JOLIE ORTEGA	ACCOUNT REFUND 9761 BROOKLINE AVE	41.46		41.46
73745	12-07-21	JOSE ROMERO	ACCOUNT REFUND 66570 OCOTILLO RD	190.35		190.35
73746	12-07-21	KOFF & ASSOCIATES, INC.	MSWD - MSWD CLASS COMP	0.00	2,720.00	2,720.00
73747	12-07-21	KEN STEMMER	ACCOUNT REFUND 15215 AVE MANZANA	24.21		24.21
73748	12-07-21	KILLER BEE PEST CONTROL	PEST CONTROL	65.00		65.00
73749	12-07-21	LAYNE CHRISTENSEN COMPANY	REPLACEMENT BOOSTER FOR GATEWAYS	2,012.97		2,012.97
73750	12-07-21	LEONARD LUJAN	ACCOUNT REFUND 65565 ACOMA AVE #133	58.03		58.03
73751	12-07-21	LUBRICATION ENGINEERS	MONOLEC MULTIPLEX LUBRICANT 4622-TUBE	230.45		230.45
73752	12-07-21	MAC'S MOBILE AUTOGLASS	WINDSHIELD REPLACEMENT UNIT 397	232.01		232.01
73753	12-07-21	MANPOWER US INC.	STAFFING SERVICES	2,403.38		2,403.38
73754	12-07-21	MARGUERITE TAXNER	ACCOUNT REFUND 12817 PARMA DR	45.00		45.00
73755	12-07-21	MARTIN/MAYDELIN ESPINOZA	ACCOUNT REFUND 65787 CAHUILLA AVE	54.86		54.86
73756	12-07-21	MATHESON TRI-GAS, INC	RESTOCK BATTERIES, AA, 9V	491.88		491.88
			RESTOCK XXL SAFETY VESTS			



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73757	12-07-21	MICHAEL BAKER INTERNATIONAL, INC.	C&M SERVICES ENDING 10.31.21 C&M SERVICES OCT.2021	0.00	39,456.20	39,456.20
			MASTERPLAN UPDATES - W&S/SEWER			
73758	12-07-21	O'REILLY AUTOMOTIVE, INC.	RESTSOCK DEEP CYCLE BATTERY PRODUCTION TRUCK/TRAILER PLUG ADAPTER TRK#403	316.84		316.84
73759	12-07-21	RAFAEL VELASCO	ACCOUNT REFUND 55551 TAMARACK RD	116.70		116.70
73760	12-07-21	RANDALL DUNCAN	R.DUNCAN MILEAGE REIMB. - ACWA CONF.	126.56		126.56
73761	12-07-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS	1,730.00		1,730.00
73762	12-07-21	RICHARD WEGLARZ	ACCOUNT REFUND 11581 CACTUS DR	190.00		190.00
73763	12-07-21	ROY KLOPPENSTEIN	ACCOUNT REFUND 66366 6TH ST	172.00		172.00
73764	12-07-21	SHERWIN-WILLIAMS	RESTOCK GAL SAFETY YELLOW PAINT	232.83		232.83
73765	12-07-21	THE UPS STORE #5062	A.CEJA BUSINESS CARDS	46.32		46.32
73766	12-07-21	UMETECH, INC.	NOV.2021 SERVICES	9,771.00		9,771.00
73767	12-07-21	VINCENT FISHKETA	CLAIM PAYOUT ACCT.26-991821-20	625.00		625.00
73768	12-07-21	WEST COAST SAND AND GRAVEL INC.	RESTOCK 26 TONS COLD MIX ASPHALT	1,465.47		1,465.47
73769	12-07-21	XEROX CORPORATION	NOV.2021 COPY EXPENSE	343.73		343.73
73770	12-17-21	ACWA-JPIA HEALTH BENEFITS AUTH.	JAN.2022 EAP/MEDICAL	95,652.33		95,652.33
73771	12-17-21	CITY OF DESERT HOT SPRINGS	UU TAX - OCT.2021	105,716.71		105,716.71
			UU TAX - SEPT. 2021			
73772	12-17-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING - CLASS ACTION	686.25		686.25
73773	12-17-21	CV STRATEGIES	SOCIAL MEDIA	9,746.25		9,746.25
			VARIOUS PROJECTS			
			VIDEO OUTREACH			
73774	12-17-21	CWEA	B.ALZAMMAR - CWEA RENEWAL	682.00		682.00
			D.WEAVER - CSM-4 CERT. RENEWAL			
			G.CHAPMAN - CWEA RENEWAL			
			M.VERMEER - CWEA RENEWAL			
73775	12-17-21	DESERT TIRE AND AUTO REPAIR	UNIT 390 TIRES	1,597.97		1,597.97
			UNIT 420 TIRES			
73776	12-17-21	ENTERPRISE FM TRUST	DEC.2021 - FLEET LEASE	9,968.43		9,968.43
73777	12-17-21	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT	3,938.37		3,938.37
73778	12-17-21	EXECUTIVE FACILITIES SERVICES, INC.	DEC.2021 - DISINFECTION SERVICES	3,464.58		3,464.58
			DEC.2021 - JANITORIAL SERVICES			
73779	12-17-21	FIRST SERVICE RESIDENTIAL	CARPORT REPAIR	350.00		350.00
73780	12-17-21	FORSHOCK	TELEMETRY SERVICE - WELL FLOWS	890.00		890.00
73781	12-17-21	GOUGH SYSTEMS	NOV.2021 - UNIDATA MAINTENANCE	2,225.00	8,900.00	11,125.00
73782	12-17-21	HACH COMPANY	HORTON PLANT REPLACEMENT METER	1,056.93		1,056.93
73783	12-17-21	INFOSEND INC	CUSTOMER NEWSLETTER INSERT	6,451.32		6,451.32
			EBILL MONTHLY SUPPORT			
			MONTHLY BILLING CHARGES			
73784	12-17-21	MANPOWER US INC.	STAFFING SERVICES	4,210.26		4,210.26
73785	12-17-21	NOBEL SYSTEMS INC.	CONV. OF GPS COORDINATES	0.00	7,200.00	7,200.00
73786	12-17-21	OFFICETEAM	STAFFING SERVICES	1,565.10		1,565.10
73787	12-17-21	OPERATIONAL TECHNICAL SERVICES	WW STAFFING - D.PADILLA	3,400.00		3,400.00
73788	12-17-21	PALM SPRINGS CHAMBER OF COMMERCE	PSCOC RENEWAL FEE	350.00		350.00
73789	12-17-21	PARKERS BUILDING SUPPLY	WELL 37 PRODUCTION METER	0.00	30.13	30.13

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73790	12-17-21	PLUMBERS DEPOT INC	GAPVAX REPLACEMENT	2,567.48		2,567.48
73791	12-17-21	RAP FOUNDATION	TABLE SPONSOR - SR. INSPIRATION AWARDS	600.00		600.00
73792	12-17-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - WELL 25A/WELL 25/WELL 26	4,546.96		4,546.96
73793	12-17-21	STATE WATER RES CONTRL BRD	HORTON LAB CERT. RENEWAL	2,800.00		2,800.00
73794	12-17-21	SUNPOWER CORPORATION,SYSTEMS	REPAIRS AND MAINTENANCE	3,491.22		3,491.22
73795	12-17-21	STATE WATER RESOURCES CONTROL BOARD	M.VERMEER - D1 CERT. RENEWAL	55.00		55.00
73796	12-17-21	THE UPS STORE #5062	HOLIDAY FLOAT BANNER	160.01		160.01
73797	12-17-21	TIME WARNER CABLE	MONTHLY CABLE	116.79		116.79
73798	12-17-21	TKE ENGINEERING, INC	CONSULTANT SERVICES	10,872.50	7,437.50	18,310.00
73799	12-17-21	TULE RANCH/MAGAN FARMS	NOV.2021 - SLUDGE HAULING	19,546.55		19,546.55
73800	12-17-21	URBAN WATER INSTITUTE	YEARLY MEMBERSHIP DUES	750.00		750.00
73801	12-17-21	VAGABOND WELDING SUPPLY	UNIT 421	401.10		401.10
73802	12-17-21	WIENHOFF DRUG TESTING	DOT MONITORING PROGRAM	80.00		80.00
73803	12-23-21	AECOM TECHNICAL SERVICES INC.	BIDDING SUPPORT SERVICES	0.00	112,081.85	112,081.85
73804	12-23-21	ANDY CAMPBELL	ACCOUNT REFUND 64334 SILVER STAR AVE	988.86		988.86
73805	12-23-21	APRIL LEE SCOTT	ASCOTT TUITION REIMBURSEMENT	2,362.48		2,362.48
73806	12-23-21	AToM ENGINEERING CONSTRUCTION, INC.	PROGRESS PYMT. NO. 1	0.00	91,200.00	91,200.00
73807	12-23-21	CALCHAMBER	O.HOFFERT CALCHAMBER ANNUAL MEMBERSHIP	689.00		689.00
73808	12-23-21	DANIELA BAUTISTA	ACCOUNT REFUND 66211 6TH ST	52.09		52.09
73809	12-23-21	DESERT VALLEY DISPOSAL, INC.	NOV. SERVICE CHARGES - ADMIN BLDG.	1,138.48		1,138.48
			NOV. SERVICE CHARGES - CORP YARD			
73810	12-23-21	DUNCAN GROUP	ACCOUNT REFUND 64880 COCHRAN	45.30		45.30
73811	12-23-21	EFRAIN GUTIERREZ	ACCOUNT REFUND 15541 AVE RAMADA	2,061.42		2,061.42
73812	12-23-21	FERGUSON WATERWORKS #1083	REPLACEMENT METER PARTS	0.00	905.11	905.11
73813	12-23-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 12.10.21	549.91		549.91
73814	12-23-21	FREDDY QUEZADA	ACCOUNT REFUND 64358 SILVER STAR AVE	975.40		975.40
73815	12-23-21	GRACE KELLY-POTTS	ACCOUNT REFUND 15300 PALM DR #177	3,103.79		3,103.79
73816	12-23-21	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	852.80		852.80
73817	12-23-21	JOHN KLEPPINGER	ACCOUNT REFUND 62852 N CRESCENT ST	2,930.94		2,930.94
73818	12-23-21	JOSE CARLOS AREVALO MUNOZ	ACCOUNT REFUND 66109 7TH ST	175.90		175.90
73819	12-23-21	JUAN FRANCO	ACCOUNT REFUND 68210 CALLE LAS TIENDAS	4,752.32		4,752.32
73820	12-23-21	LUIZ DOS SANTOS	L.DOS SANTOS LUNCHEON REIMB.	61.42		61.42
73821	12-23-21	MANPOWER US INC.	STAFFING SERVICES	1,344.00		1,344.00
73822	12-23-21	MANPOWER US INC.	STAFFING SERVICES	2,580.13		2,580.13
73823	12-23-21	MARGARET KETTERING	ACCOUNT REFUND 69361 CRESTVIEW DR	1,591.15		1,591.15
73824	12-23-21	MUROW DEVELOPMENT CONSULTANTS	CM SERVICES	2,215.00		2,215.00
			CM SERVICES FOR OCT.2021			
73825	12-23-21	NATHAN ODELL	ACCOUNT REFUND 68055 CALLE BOLSO	1,173.59		1,173.59
73826	12-23-21	OPERATIONAL TECHNICAL SERVICES	WWTP STAFFING SERVICES	8,457.50		8,457.50
73827	12-23-21	ORLANDO SOTOMAYOR-DIAZ	ACCOUNT REFUND 19625 GRISTEEN RD	2,473.21		2,473.21
73828	12-23-21	PARKERS BUILDING SUPPLY	3/4 INSULATING CONDUIT	46.10		46.10
			ELECTRICAL BOX COVER			
			PARADE FLOAT ITEMS			
			WHITE SPRAY PAINT FOR C&M			
73829	12-23-21	PAUL MATTHEW LAYNE	ACCOUNT REFUND 13907 AVENIDA LA VISTA	1,746.64		1,746.64
73830	12-23-21	PHILLIPS, FRACTOR & COMPANY, LLC	LEGAL CONSULTING CLASS ACTION	5,175.00		5,175.00

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73831	12-23-21	POLLARD WATER.COM EAST	SECURITY HYDRANT LOCKS	1,174.42		1,174.42
73832	12-23-21	PROFORMA	A/P CHECKS	932.51		932.51
			RESTOCK INVENTORY ISSUE FORMS			
73833	12-23-21	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
73834	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13600 DON ENGLISH WAY	9,378.15		9,378.15
73835	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13586 DON ENGLISH WAY	9,378.15		9,378.15
73836	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13588 DON ENGLISH WAY	10,939.35		10,939.35
73837	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13584 DON ENGLISH WAY	3,127.86		3,127.86
73838	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13582 DON ENGLISH WAY	3,127.86		3,127.86
73839	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13580 DON ENGLISH WAY	10,939.35		10,939.35
73840	12-23-21	SANGHA VENTURES CALIFORNIA LTD.	ACCOUNT REFUND 11389 BALD EAGLE LN	640.54		640.54
73841	12-23-21	SIERRA BOYLE	SBOYLE TUITION REIMBURSEMENT CSUB	2,731.72		2,731.72
73841	12-23-21	SIERRA BOYLE	PRINTING ERROR	-2,731.72		-2,731.72
73842	12-23-21	SO CAL LAND MAINTENANCE,INC.	MONTHLY LANDSCAPING	6,475.00		6,475.00
73843	12-23-21	SYLVIA CORDOVA	ACCOUNT REFUND 64360 SILVER STAR AVE	1,262.15		1,262.15
73844	12-23-21	T4 SPATIAL, LLC	CCTV STORAGE	1,250.00		1,250.00
73845	12-23-21	THE LINCOLN NATL. LIFE INS. CO.	JAN.2022 LIFE INS./LTD/D+D	3,328.75		3,328.75
73846	12-23-21	THERESA MURPHY	T.MURPHY HOLIDAY RAFFLE PRICE REIMB.	39.06		39.06
73847	12-23-21	THERESA MURPHY	T.MURPHY LUNCHEON REIMB.	36.77		36.77
73848	12-23-21	TOM DODSON & ASSOCIATES	CEQA SUPPORT SERVICES	0.00	1,725.00	1,725.00
73849	12-23-21	USA BLUEBOOK	REPLACEMENT GRUNDFOS INJECTION QUILLS	287.70		287.70
73850	12-23-21	VERIZON WIRELESS	VERIZON BILL	3,355.01		3,355.01
73851	12-23-21	WALLACE & ASSOCIATES CONSULTING, INC.	CM & INSPECTION SERVICES OCT.2021	0.00	10,005.00	10,005.00
			CM & INSPECTION SERVICES SEPT.2021			
73852	12-23-21	WALTER LUCE	RETURN OF DUPLICATE PAYMENT	7,150.55		7,150.55
73853	12-23-21	WESTAIR GASES & EQUIPMENT, INC.	C02 REFILL FOR PRODUCTION	45.56		45.56
9996980	12-03-21	WELLS FARGO BANK	AUTO DEP. PPE 11.26	111,875.53		111,875.53
9996981	12-03-21	WELLS FARGO BANK	FED TAX DEP PPE 11.26.21	42,108.40		42,108.40
9996982	12-03-21	STATE OF CA EDD	STATE TAX DEP PPE 11.26	8,065.14		8,065.14
9996983	12-03-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 11.26	7,929.02		7,929.02
9997067	12-09-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 12.26.21	28,809.38		28,809.38
9997121	12-17-21	WELLS FARGO BANK	AUTO DEP. PPE 12.10	109,953.97		109,953.97
9997122	12-17-21	WELLS FARGO BANK	FED TAX DEP PPE 12.10	42,507.60		42,507.60
9997123	12-17-21	STATE OF CA EDD	STATE TAX DEP PPE 12.10	7,930.57		7,930.57
9997124	12-07-21	FARMERS & MERCHANTS BANK	DEC.2021 DEBT PAYABLE	12,190.95		12,190.95
9997125	12-20-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 12.10	15,247.91		15,247.91
9997126	12-20-21	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	69,353.03		69,353.03
9997204	12-31-21	WELLS FARGO BANK	AUTO DEP. PPE 12.24	112,107.94		112,107.94
9997205	12-31-21	WELLS FARGO BANK	FED TAX DEP PPE 12.24	41,378.51		41,378.51
9997206	12-31-21	STATE OF CA EDD	STATE TAX PPE 12.24	7,849.17		7,849.17
PR120321	12-03-21	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
PR121721	12-17-21	EMPLOYEES	PAPER PAYROLL CHECKS	569.31		569.31
PR123121	12-31-21	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
			CURRENT CHECK TOTAL	1,188,691.1	605,476.7	1,794,167.9



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73697	12-02-21	NATIONAL AUTO FLEET GROUP	NEW VEHICLE F-550	0.00	283,242.15	283,242.15
9997204	12-31-21	WELLS FARGO BANK	AUTO DEP. PPE 12.24	112,107.94		112,107.94
73803	12-23-21	AECOM TECHNICAL SERVICES INC.	BIDDING SUPPORT SERVICES	0.00	112,081.85	112,081.85
9996980	12-03-21	WELLS FARGO BANK	AUTO DEP. PPE 11.26	111,875.53		111,875.53
9997121	12-17-21	WELLS FARGO BANK	AUTO DEP. PPE 12.10	109,953.97		109,953.97
73771	12-17-21	CITY OF DESERT HOT SPRINGS	UU TAX - OCT.2021	105,716.71		105,716.71
			UU TAX - SEPT. 2021			
73770	12-17-21	ACWA-JPIA HEALTH BENEFITS AUTH.	JAN.2022 EAP/MEDICAL	95,652.33		95,652.33
73806	12-23-21	AToM ENGINEERING CONSTRUCTION, INC.	PROGRESS PYMT. NO. 1	0.00	91,200.00	91,200.00
9997126	12-20-21	SLOVAK BARON EMPEY MURPHY & PINKNEY LLP	LEGAL SERVICES	69,353.03		69,353.03
9997122	12-17-21	WELLS FARGO BANK	FED TAX DEP PPE 12.10	42,507.60		42,507.60
9996981	12-03-21	WELLS FARGO BANK	FED TAX DEP PPE 11.26.21	42,108.40		42,108.40
9997205	12-31-21	WELLS FARGO BANK	FED TAX DEP PPE 12.24	41,378.51		41,378.51
73716	12-02-21	TKE ENGINEERING, INC	CM & INSPECTION SERVICES	6,795.00	33,000.00	39,795.00
			CONSULTANT BIDDING ASSISTANCE			
			CONSULTANT DESIGN SERVICES			
			CONSULTANT PROGRAM MANAGEMENT			
			CONSULTNAT SERVICES AND GENERAL ENG 112715			
73757	12-07-21	MICHAEL BAKER INTERNATIONAL, INC.	C&M SERVICES ENDING 10.31.21	0.00	39,456.20	39,456.20
			C&M SERVICES OCT.2021			
			MASTERPLAN UPDATES - W&S/SEWER			
73741	12-07-21	HARMONY HEALTH RESORT INC	ACCOUNT REFUND 66729 8TH ST "A"	29,836.93		29,836.93
9997067	12-09-21	CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM	PERS PPE 12.26.21	28,809.38		28,809.38
73799	12-17-21	TULE RANCH/MAGAN FARMS	NOV.2021 - SLUDGE HAULING	19,546.55		19,546.55
73798	12-17-21	TKE ENGINEERING, INC	CONSULTANT SERVICES	10,872.50	7,437.50	18,310.00
9997125	12-20-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 12.10	15,247.91		15,247.91
73684	12-02-21	INLAND WATER WORKS SUPPLY CO.	6" BLIND FLANGE CI	14,399.69		14,399.69
			6'X48' DI FLG SPOOL N/I			
			BACKFLOW DEVICE/BRASS COUPLINGS			
			BLK NIPPLE			
			BRASS STREET/BRASS CHECK/BRASS NIPPLES			
			DI SADDLE			
			HYDRANT EXTENSION			
73733	12-07-21	CV STRATEGIES	OCT. 2021 COM SERVICES	13,376.25		13,376.25
			OCT. 2021 SOCIAL MEDIA			
			OCT.2021 VIDEO PRODUCTION			
9997124	12-07-21	FARMERS & MERCHANTS BANK	DEC.2021 DEBT PAYABLE	12,190.95		12,190.95
73781	12-17-21	GOUGH SYSTEMS	NOV.2021 - UNIDATA MAINTENANCE	2,225.00	8,900.00	11,125.00
73836	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13588 DON ENGLISH WAY	10,939.35		10,939.35
73839	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13580 DON ENGLISH WAY	10,939.35		10,939.35
73851	12-23-21	WALLACE & ASSOCIATES CONSULTING, INC.	CM & INSPECTION SERVICES OCT.2021	0.00	10,005.00	10,005.00
			CM & INSPECTION SERVICES SEPT.2021			
73776	12-17-21	ENTERPRISE FM TRUST	DEC.2021 - FLEET LEASE	9,968.43		9,968.43
73766	12-07-21	UMETECH, INC.	NOV.2021 SERVICES	9,771.00		9,771.00
73773	12-17-21	CV STRATEGIES	SOCIAL MEDIA	9,746.25		9,746.25
			VARIOUS PROJECTS			

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
			VIDEO OUTREACH			
73834	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13600 DON ENGLISH WAY	9,378.15		9,378.15
73835	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13586 DON ENGLISH WAY	9,378.15		9,378.15
73826	12-23-21	OPERATIONAL TECHNICAL SERVICES	WWTP STAFFING SERVICES	8,457.50		8,457.50
9996982	12-03-21	STATE OF CA EDD	STATE TAX DEP PPE 11.26	8,065.14		8,065.14
9997123	12-17-21	STATE OF CA EDD	STATE TAX DEP PPE 12.10	7,930.57		7,930.57
9996983	12-03-21	LINCOLN NATIONAL LIFE INS CO	DEF COMP PPE 11.26	7,929.02		7,929.02
9997206	12-31-21	STATE OF CA EDD	STATE TAX PPE 12.24	7,849.17		7,849.17
73785	12-17-21	NOBEL SYSTEMS INC.	CONV. OF GPS COORDINATES	0.00	7,200.00	7,200.00
73852	12-23-21	WALTER LUCE	RETURN OF DUPLICATE PAYMENT	7,150.55		7,150.55
73842	12-23-21	SO CAL LAND MAINTENANCE,INC.	MONTHLY LANDSCAPING	6,475.00		6,475.00
73783	12-17-21	INFOSEND INC	CUSTOMER NEWSLETTER INSERT	6,451.32		6,451.32
			EBILL MONTHLY SUPPORT			
			MONTHLY BILLING CHARGES			
73712	12-02-21	SO CAL LAND MAINTENANCE,INC.	HWWTP MONTHLY LANDSCAPE	6,025.00		6,025.00
73830	12-23-21	PHILLIPS, FRACTOR & COMPANY, LLC	LEGAL CONSULTING CLASS ACTION	5,175.00		5,175.00
73717	12-02-21	UNITED WAY OF THE DESERT	CUSTOMER ASSISTANCE PROGRAM	5,000.00		5,000.00
73819	12-23-21	JUAN FRANCO	ACCOUNT REFUND 68210 CALLE LAS TIENDAS	4,752.32		4,752.32
73792	12-17-21	SOUTHERN CALIFORNIA EDISON COMPANY	ELECTRIC BILL - WELL 25A/WELL 25/WELL 26	4,546.96		4,546.96
73784	12-17-21	MANPOWER US INC.	STAFFING SERVICES	4,210.26		4,210.26
73728	12-07-21	CARPI & CLAY, INC	NOV. 2021 FEDERAL ADVOCACY	4,000.00		4,000.00
73777	12-17-21	ENVIROGEN TECHNOLOGIES INC	WELL 26A URANIUM TREATMENT	3,938.37		3,938.37
73679	12-02-21	FERGUSON WATERWORKS #1083	BALL VALVE W/LOCKWING	3,812.84		3,812.84
73683	12-02-21	INFOSEND INC	MONTHLY BILLING SERVICES INV202234	3,800.39		3,800.39
73794	12-17-21	SUNPOWER CORPORATION,SYSTEMS	REPAIRS AND MAINTENANCE	3,491.22		3,491.22
73778	12-17-21	EXECUTIVE FACILITIES SERVICES, INC.	DEC.2021 - DISINFECTION SERVICES	3,464.58		3,464.58
			DEC.2021 - JANITORIAL SERVICES			
73787	12-17-21	OPERATIONAL TECHNICAL SERVICES	WW STAFFING - D.PADILLA	3,400.00		3,400.00
73693	12-02-21	MANPOWER US INC.	OIT STAFFING - JACOB M/W.E. 11.14.21	3,395.95		3,395.95
			STAFFING SERVICES			
			WEBSITE COM-INV #36506476 MICHAEL			
			WEBSITE COM-INV#36485290 MICHAEL			
73719	12-02-21	VERIZON WIRELESS	CELL PHONE SERVICE - ADMIN	3,376.24		3,376.24
73665	12-02-21	BABCOCK LABORATORIES, INC.	4TH QUARTER AND SLUDGE TESTING - HORTON	3,364.20		3,364.20
			TOTAL N TESTING - H+DC - NOVEMBER 21			
			VOLATILES BY GC/MS - HORTON D.C.			
73850	12-23-21	VERIZON WIRELESS	VERIZON BILL	3,355.01		3,355.01
73845	12-23-21	THE LINCOLN NATL. LIFE INS. CO.	JAN.2022 LIFE INS./LTD/D+D	3,328.75		3,328.75
73837	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13584 DON ENGLISH WAY	3,127.86		3,127.86
73838	12-23-21	RIVERSIDE HOUSING DEVELOPMENT CORP	ACCOUNT REFUND 13582 DON ENGLISH WAY	3,127.86		3,127.86
73815	12-23-21	GRACE KELLY-POTTS	ACCOUNT REFUND 15300 PALM DR #177	3,103.79		3,103.79
73729	12-07-21	CASAMAR GROUP, LLC	NOV. 2021 - CONSULTANT SERVICES	0.00	3,067.53	3,067.53
73817	12-23-21	JOHN KLEPPINGER	ACCOUNT REFUND 62852 N CRESCENT ST	2,930.94		2,930.94
73695	12-02-21	MCCROMETER INC	REPLACEMENT METER 3" HWS 150 FF	0.00	2,804.14	2,804.14
73793	12-17-21	STATE WATER RES CONTRL BRD	HORTON LAB CERT. RENEWAL	2,800.00		2,800.00
73841	12-23-21	SIERRA BOYLE	SBOYLE TUITION REIMBURSEMENT CSUB	2,731.72		2,731.72

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73841	12-23-21	SIERRA BOYLE	PRINTING ERROR	-2,731.72		-2,731.72
73700	12-02-21	OPERATIONAL TECHNICAL SERVICES	TEMP STAFFING - W.E. 11.12.21	2,720.00		2,720.00
73746	12-07-21	KOFF & ASSOCIATES, INC.	MSWD - MSWD CLASS COMP	0.00	2,720.00	2,720.00
73713	12-02-21	SOUTHERN CALIFORNIA EDISON COMPANY	CORP YARD, ANNEX BUILDING	2,613.13		2,613.13
73822	12-23-21	MANPOWER US INC.	STAFFING SERVICES	2,580.13		2,580.13
73790	12-17-21	PLUMBERS DEPOT INC	GAPVAX REPLACEMENT	2,567.48		2,567.48
73827	12-23-21	ORLANDO SOTOMAYOR-DIAZ	ACCOUNT REFUND 19625 GRISTEEN RD	2,473.21		2,473.21
73753	12-07-21	MANPOWER US INC.	STAFFING SERVICES	2,403.38		2,403.38
73805	12-23-21	APRIL LEE SCOTT	ASCOTT TUITION REIMBURSEMENT	2,362.48		2,362.48
73824	12-23-21	MUROW DEVELOPMENT CONSULTANTS	CM SERVICES	2,215.00		2,215.00
			CM SERVICES FOR OCT.2021			
73742	12-07-21	INLAND WATER WORKS SUPPLY CO.	10 DI CHOPSAW BLADES RESTOCK	2,080.29		2,080.29
			BACKFLOW DEVICE			
			BRASS NIPPLES			
			BRASS TEE			
73811	12-23-21	EFRAIN GUTIERREZ	ACCOUNT REFUND 15541 AVE RAMADA	2,061.42		2,061.42
73749	12-07-21	LAYNE CHRISTENSEN COMPANY	REPLACEMENT BOOSTER FOR GATEWAYS	2,012.97		2,012.97
73676	12-02-21	EXECUTIVE FACILITIES SERVICES, INC.	JANITORIAL SERVICES - NOVEMBER	1,833.09		1,833.09
73829	12-23-21	PAUL MATTHEW LAYNE	ACCOUNT REFUND 13907 AVENIDA LA VISTA	1,746.64		1,746.64
73718	12-02-21	USA BLUEBOOK	REPLACEMENT DRUM PUMP/TUBE	1,734.95		1,734.95
73761	12-07-21	RAY LOPEZ ASSOCIATES	LANDSCAPE INSPECTIONS	1,730.00		1,730.00
73848	12-23-21	TOM DODSON & ASSOCIATES	CEQA SUPPORT SERVICES	0.00	1,725.00	1,725.00
73711	12-02-21	ROCKWELL ENGINEERING AND EQUIPMENT COMPA NY	10" BRACKETS FOR CHOPPER PUMPS	0.00	1,680.90	1,680.90
73720	12-02-21	WATERLINE TECHNOLOGIES INC.	3 DRUMS REPLACED AND REFILLED #5560097	1,638.98		1,638.98
			5 DRUMS REFILLED #5559242			
			6 DRUMS REFILLED #5560147			
73775	12-17-21	DESERT TIRE AND AUTO REPAIR	UNIT 390 TIRES	1,597.97		1,597.97
			UNIT 420 TIRES			
73823	12-23-21	MARGARET KETTERING	ACCOUNT REFUND 69361 CRESTVIEW DR	1,591.15		1,591.15
73786	12-17-21	OFFICETEAM	STAFFING SERVICES	1,565.10		1,565.10
73668	12-02-21	CARL OTTESON'S CERTIFIED BACKFLOW	NOV 2021 BACKFLOW TESTING	1,560.00		1,560.00
73714	12-02-21	SOUTHERN CALIFORNIA FLEET SERVICES, INC.	SERVICES/REPAIRS TO FLEET	1,533.78		1,533.78
73666	12-02-21	BRUCE'S PLACE	2021 - HOLIDAY LUNCHEON	1,483.24		1,483.24
73768	12-07-21	WEST COAST SAND AND GRAVEL INC.	RESTOCK 26 TONS COLD MIX ASPHALT	1,465.47		1,465.47
73732	12-07-21	COVE ELECTRIC, INC.	REPLACE LIGHTS OVER STAIRWAY	1,440.50		1,440.50
73721	12-02-21	WIENHOFF DRUG TESTING	2021 - ANNUAL CONSORTIUM MEMBERSHIP	1,360.00		1,360.00
73821	12-23-21	MANPOWER US INC.	STAFFING SERVICES	1,344.00		1,344.00
73843	12-23-21	SYLVIA CORDOVA	ACCOUNT REFUND 64360 SILVER STAR AVE	1,262.15		1,262.15
73715	12-02-21	T4 SPATIAL, LLC	NOV.21 CCTV STORAGE	1,250.00		1,250.00
73844	12-23-21	T4 SPATIAL, LLC	CCTV STORAGE	1,250.00		1,250.00
73831	12-23-21	POLLARD WATER.COM EAST	SECURITY HYDRANT LOCKS	1,174.42		1,174.42
73825	12-23-21	NATHAN ODELL	ACCOUNT REFUND 68055 CALLE BOLSO	1,173.59		1,173.59
73659	12-02-21	ADT COMMERCIAL LLC	ADT SECURITY - ADMIN REQ 112882	1,153.90		1,153.90
			VERBENA - CORP YARD			
73809	12-23-21	DESERT VALLEY DISPOSAL, INC.	NOV. SERVICE CHARGES - ADMIN BLDG.	1,138.48		1,138.48

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73671	12-02-21	CLINICAL LABORATORY OF SAN BERNARDINO	NOV. SERVICE CHARGES - CORP YARD BOD5 TESTING - H+DC - OCTOBER 2021 LAB SERVICES FOR SAMPLES - OCTOBER 2021	1,108.00		1,108.00
73782	12-17-21	HACH COMPANY	HORTON PLANT REPLACEMENT METER	1,056.93		1,056.93
73804	12-23-21	ANDY CAMPBELL	ACCOUNT REFUND 64334 SILVER STAR AVE	988.86		988.86
73814	12-23-21	FREDDY QUEZADA	ACCOUNT REFUND 64358 SILVER STAR AVE	975.40		975.40
73832	12-23-21	PROFORMA	A/P CHECKS	932.51		932.51
			RESTOCK INVENTORY ISSUE FORMS			
73812	12-23-21	FERGUSON WATERWORKS #1083	REPLACEMENT METER PARTS	0.00	905.11	905.11
73780	12-17-21	FORSHOCK	TELEMETRY SERVICE - WELL FLOWS	890.00		890.00
73690	12-02-21	KAMAN INDUSTRIAL TECHNOLOGIES	COUPLING SHAFTS + BEARINGS - BELT PRESS	854.82		854.82
73816	12-23-21	HOME DEPOT CREDIT SERVICES	HOME DEPOT CC	852.80		852.80
73800	12-17-21	URBAN WATER INSTITUTE	YEARLY MEMBERSHIP DUES	750.00		750.00
73707	12-02-21	RED HAWK SERVICES	ACCOUNT REFUND WEST DR	720.33		720.33
73704	12-02-21	PAVEMENT COATINGS CO	ACCOUNT REFUND DIABLO RD & DILLON RD	698.45		698.45
73807	12-23-21	CALCHAMBER	O.HOFFERT CALCHAMBER ANNUAL MEMBERSHIP	689.00		689.00
73772	12-17-21	COLANTUONO, HIGHSMITH & WHATLEY, PC	LEGAL CONSULTING - CLASS ACTION	686.25		686.25
73774	12-17-21	CWEA	B.ALZAMMAR - CWEA RENEWAL	682.00		682.00
			D.WEAVER - CSM-4 CERT. RENEWAL			
			G.CHAPMAN - CWEA RENEWAL			
			M.VERMEER - CWEA RENEWAL			
73725	12-07-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 11.23.21	681.30		681.30
			UNIFORM SERVICES 11.30.21			
73730	12-07-21	CASEY DOLAN	DIGITAL AD MGMT	650.00		650.00
73840	12-23-21	SANGHA VENTURES CALIFORNIA LTD.	ACCOUNT REFUND 11389 BALD EAGLE LN	640.54		640.54
73767	12-07-21	VINCENT FISHKETA	CLAIM PAYOUT ACCT.26-991821-20	625.00		625.00
73791	12-17-21	RAP FOUNDATION	TABLE SPONSOR - SR. INSPIRATION AWARDS	600.00		600.00
PR121721	12-17-21	EMPLOYEES	PAPER PAYROLL CHECKS	569.31		569.31
73680	12-02-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 11.12	549.91		549.91
73737	12-07-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 11.26	549.91		549.91
73813	12-23-21	FRANCHISE TAX BOARD	GARNISHMENT PPE 12.10.21	549.91		549.91
73833	12-23-21	QUADIENT FINANCE USA, INC.	POSTAGE REPLENISHMENT	500.00		500.00
73756	12-07-21	MATHESON TRI-GAS, INC	RESTOCK BATTERIES, AA, 9V	491.88		491.88
			RESTOCK XXL SAFETY VESTS			
73662	12-02-21	ARACELI NAVARRO	ACCOUNT REFUND AVE ATEZADA	482.84		482.84
73801	12-17-21	VAGABOND WELDING SUPPLY	UNIT 421	401.10		401.10
73677	12-02-21	FARMER BROS. CO	ADMIN. COFFEE	376.22		376.22
73699	12-02-21	OFFICETEAM	GENERAL CLERICAL AND ADMIN SUPPORT	366.30		366.30
73779	12-17-21	FIRST SERVICE RESIDENTIAL	CARPORT REPAIR	350.00		350.00
73788	12-17-21	PALM SPRINGS CHAMBER OF COMMERCE	PSCOC RENEWAL FEE	350.00		350.00
73663	12-02-21	ARAMARK UNIFORM SERVICES, LLC	UNIFORM SERVICES 11.16.21	349.80		349.80
73769	12-07-21	XEROX CORPORATION	NOV.2021 COPY EXPENSE	343.73		343.73
73736	12-07-21	EISENHOWER OCCUPATIONAL HEALTH SERVICES	DOT PHYSICALS	335.00		335.00
73705	12-02-21	PIA INVESTMENTS, LLC	ACCOUNT REFUND 66163 2ND ST	334.33		334.33
73672	12-02-21	CORE & MAIN LP	FLG BALL LW	329.63		329.63
73670	12-02-21	CLIFFORD LAVY	ACCOUNT REFUND 13175 LA MESA DR	321.11		321.11



CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73758	12-07-21	O'REILLY AUTOMOTIVE,INC.	RESTSOCK DEEP CYCLE BATTERY PRODUCTION TRUCK/TRAILER PLUG ADAPTER TRK#403	316.84		316.84
73849	12-23-21	USA BLUEBOOK	REPLACEMENT GRUNDFOS INJECTION QUILLS	287.70		287.70
73722	12-07-21	ADT COMMERCIAL LLC	ALARM SYSTEM	245.14		245.14
73724	12-07-21	ANSAFONE CONTACT CENTERS	ANSWERING SERVICE	234.97		234.97
73764	12-07-21	SHERWIN-WILLIAMS	RESTOCK GAL SAFETY YELLOW PAINT	232.83		232.83
73640	12-06-21	MAC'S MOBILE AUTOGLASS	LOST IN MAIL	-232.01		-232.01
73752	12-07-21	MAC'S MOBILE AUTOGLASS	WINDSHIELD REPLACEMENT UNIT 397	232.01		232.01
73751	12-07-21	LUBRICATION ENGINEERS	MONOLEC MULTIPLEX LUBRICANT 4622-TUBE	230.45		230.45
73688	12-02-21	JOE HERNANDEZ	JOE HERNANDEZ EXAM REIMBURSEMENT AWWA	210.00		210.00
73687	12-02-21	JOANNA PEREZ	TOILET REBATE-PEREZ	200.00		200.00
73691	12-02-21	KEITH LABAND	TOILET REBATE-LABAND	200.00		200.00
73734	12-07-21	DANGELO COMPANY	2" 45 DEG BRASS FITTINGS	198.86		198.86
73726	12-07-21	BRINKS INCORPORATED	RESTOCK 3" FLANGE GASKETS N/I MONTHLY CHARGES	192.43		192.43
73745	12-07-21	JOSE ROMERO	MONTHLY TRANSPORT FEE			
73762	12-07-21	RICHARD WEGLARZ	ACCOUNT REFUND 66570 OCOTILLO RD	190.35		190.35
73818	12-23-21	JOSE CARLOS AREVALO MUNOZ	ACCOUNT REFUND 11581 CACTUS DR	190.00		190.00
72430	12-07-21	ROY KLOPPENSTEIN	ACCOUNT REFUND 66109 7TH ST	175.90		175.90
73763	12-07-21	ROY KLOPPENSTEIN	LOST IN MAIL	-172.00		-172.00
73796	12-17-21	THE UPS STORE #5062	ACCOUNT REFUND 66366 6TH ST	172.00		172.00
73689	12-02-21	JOEL AGRON	HOLIDAY FLOAT BANNER	160.01		160.01
73701	12-02-21	PALM SPRINGS PEST CONTROL, INC.	ACCOUNT REFUND 15515 OCOTILLO RD	157.48		157.48
73686	12-02-21	JASON WINGERTER	PEST CONTROL SERVICES - NOVEMBER 2021	155.00		155.00
73694	12-02-21	MARCO F GONZALEZ	ACCOUNT REFUND 66849 VERBENA DR	150.00		150.00
73760	12-07-21	RANDALL DUNCAN	ACCOUNT REFUND 11777 SKYLARK ST	129.43		129.43
73003	12-16-21	CANDICE COBB	R.DUNCAN MILEAGE REIMB. - ACWA CONF.	126.56		126.56
73743	12-07-21	IVAN SEWELL	LOST IN MAIL	-124.97		-124.97
73797	12-17-21	TIME WARNER CABLE	I.SEWELL MILEAGE REIMB. - ACWA CONF.	119.84		119.84
73759	12-07-21	RAFAEL VELASCO	MONTHLY CABLE	116.79		116.79
73661	12-02-21	APRIL LEE SCOTT	ACCOUNT REFUND 55551 TAMARACK RD	116.70		116.70
73710	12-02-21	ROBERT SCOTT SEWELL	PARADE FLOAT MP3 AND VIDEO PRODUCTION	99.18		99.18
73696	12-02-21	NATALIE K WEEKS	USPS-RETURN SHIPPING/SANTA HATS PARADE			
73698	12-02-21	O'REILLY AUTOMOTIVE,INC.	ACCOUNT REFUND 68355 HACIENDA AVE	90.05		90.05
73184	12-16-21	CHIUNG CHUANG	ACCOUNT REFUND 12230 AVE ALTA LOMA	90.00		90.00
73660	12-02-21	ANDREW HOWARD	REPLACEMENT BATTERY	88.68		88.68
73709	12-02-21	ROBERTA A . TAGGART	UNDELIVERABLE	-82.00		-82.00
73802	12-17-21	WIENHOFF DRUG TESTING	ACCOUNT REFUND 16789 VIA CORTO W	82.00		82.00
73044	12-16-21	ADAMS FINANCIAL MGMT	ACCOUNT REFUND 65860 ACOMA AVE	82.00		82.00
73748	12-07-21	KILLER BEE PEST CONTROL	DOT MONITORING PROGRAM	80.00		80.00
73685	12-02-21	ISIS REYES	LOST IN MAIL	-69.64		-69.64
73731	12-07-21	CATHERINE COUSINO	PEST CONTROL	65.00		65.00
73820	12-23-21	LUIZ DOS SANTOS	ACCOUNT REFUND 64550 PIERSON BLVD #74	64.25		64.25
73750	12-07-21	LEONARD LUJAN	ACCOUNT REFUND 66399 ESTRELLA AVE	63.48		63.48
			L.DOS SANTOS LUNCHEON REIMB.	61.42		61.42
			ACCOUNT REFUND 65565 ACOMA AVE #133	58.03		58.03

CHECK NUMBER	CHECK DATE	PAID TO VENDOR	DISBURSEMENT DESCRIPTION	OPERATING	CAPITAL	TOTAL
73740	12-07-21	GUILLERMO CAMPOS	ACCOUNT REFUND 13715 EL RIO LN	57.40		57.40
73795	12-17-21	STATE WATER RESOURCES CONTROL BOARD	M.VERMEER - D1 CERT. RENEWAL	55.00		55.00
73755	12-07-21	MARTIN/MAYDELIN ESPINOZA	ACCOUNT REFUND 65787 CAHUILLA AVE	54.86		54.86
70820	12-20-21	DANIELA BAUTISTA	CHANGE OF ADDRESS	-52.09		-52.09
73808	12-23-21	DANIELA BAUTISTA	ACCOUNT REFUND 66211 6TH ST	52.09		52.09
73723	12-07-21	ALICJA/MATTHEW STOLP	ACCOUNT REFUND 66130 ACOMA AVE	52.05		52.05
73667	12-02-21	CARLLEN MARTINEZ	ACCOUNT REFUND 66237 6TH ST	51.96		51.96
73673	12-02-21	DANIEL YANEZ	ACCOUNT REFUND 10548 CACTUS DR	51.03		51.03
73674	12-02-21	DESERT SHADOWS ENT.	ACCOUNT REFUND 16810 CALLE CASITA	50.98		50.98
73669	12-02-21	CAROL A MORIN	REIMBURSEMENT PARADE FLOAT DECOR	48.33		48.33
73658	12-02-21	ADRIAN URIBE	ACCOUNT REFUND 10992 SANTA CRUZ RD	47.54		47.54
73765	12-07-21	THE UPS STORE #5062	A.CEJA BUSINESS CARDS	46.32		46.32
73828	12-23-21	PARKERS BUILDING SUPPLY	3/4 INSULATING CONDUIT	46.10		46.10
			ELECTRICAL BOX COVER			
			PARADE FLOAT ITEMS			
			WHITE SPRAY PAINT FOR C&M			
73853	12-23-21	WESTAIR GASES & EQUIPMENT, INC.	C02 REFILL FOR PRODUCTION	45.56		45.56
73242	12-20-21	DUNCAN GROUP	CHANGE OF ADDRESS	-45.30		-45.30
73810	12-23-21	DUNCAN GROUP	ACCOUNT REFUND 64880 COCHRAN	45.30		45.30
73363	12-16-21	TANISHA MICHEL	LOST IN MAIL	-45.00		-45.00
73754	12-07-21	MARGUERITE TAXNER	ACCOUNT REFUND 12817 PARMA DR	45.00		45.00
73708	12-02-21	RENE A JIMENEZ	ACCOUNT REFUND 9895 EL MIRADOR BLVD	43.96		43.96
73739	12-07-21	GRAINGER	3/16X100 TUBING FOR WASTEWATER	43.67		43.67
73744	12-07-21	JOLIE ORTEGA	ACCOUNT REFUND 9761 BROOKLINE AVE	41.46		41.46
73664	12-02-21	ASHLEY PORRAS	ACCOUNT REFUND 66621 THUNDERBIRD LN	41.38		41.38
73257	12-16-21	JOHN/DEBI ARVOUX	LOST IN MAIL	-40.00		-40.00
73846	12-23-21	THERESA MURPHY	T.MURPHY HOLIDAY RAFFLE PRICE REIMB.	39.06		39.06
73692	12-02-21	LUIS QUIROZ	ACCOUNT REFUND 66978 SAN ARDO RD	38.93		38.93
73847	12-23-21	THERESA MURPHY	T.MURPHY LUNCHEON REIMB.	36.77		36.77
73678	12-02-21	FEDEX	OVERNIGHT 3RD AMENDMENT - SKYBORNE	34.05		34.05
73789	12-17-21	PARKERS BUILDING SUPPLY	WELL 37 PRODUCTION METER	0.00	30.13	30.13
73706	12-02-21	PLANIT REPROGRAPHICS	SCANS OF APPROVED PLANS	27.00		27.00
73747	12-07-21	KEN STEMMER	ACCOUNT REFUND 15215 AVE MANZANA	24.21		24.21
73675	12-02-21	DORI M PETEE	TRAVEL AND TRAINING - EXEC ASST	23.52		23.52
73702	12-02-21	PARKERS BUILDING SUPPLY	FENCE REPAIR - KERR PROPERTY	0.00	21.27	21.27
73682	12-02-21	HEATHER GRIFFITH	ACCOUNT REFUND 68334 PANORAMA DR	19.12		19.12
73727	12-07-21	CARLOS CASTANEDA	ACCOUNT REFUND 11700 VERBENA DR	18.36		18.36
73735	12-07-21	DANIEL P BRECHTEL	ACCOUNT REFUND 9701 CHOLLA DR	16.61		16.61
73703	12-02-21	PAULA U BRAY	ACCOUNT REFUND 68180 CALLE CERRITO 1	14.08		14.08
73681	12-02-21	GERHARD EHRlich	ACCOUNT REFUND 69421 POOLSIDE DR	11.36		11.36
73738	12-07-21	GILBERT/NESTORA SALADO	ACCOUNT REFUND 66088 HACIENDA AVE	5.00		5.00
PR120321	12-03-21	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
PR123121	12-31-21	EMPLOYEES	PAPER PAYROLL CHECKS	0.00		0.00
			CURRENT CHECK TOTAL	1,188,691.1	605,476.7	1,794,167.9



# AGENDA REPORT

REGULAR BOARD MEETINGS JANUARY 13 & 18, 2022

## DIRECTOR REPORTS

### DIRECTOR REPORTS

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

Date	Event	Attendees
12/6/2021	BIA NETWORKING RECEPTION	MARTIN
12/8/2021	DHS CITY COUNCIL MEETING	MARTIN
12/9/2021	DVBA HOLIDAY NETWORKING EVENT	MARTIN, WRIGHT
12/14/2021	DHS CITY COUNCIL & PLANNING COMMISSION MEETINGS	MARTIN

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

Date	Event	Attendees
12/4/2021	WOMEN'S CLUB FUNDRAISING DINNER	MARTIN
12/10/2021	DHS HOLIDAY OF LIGHTS PARADE	MARTIN, WRIGHT
12/13/2021	CABOT'S FOUNDATION BOARD MEETING	MARTIN
12/15/2021	TRIBAL WATER AUTHORITY BOARD MEETING	MARTIN



# General Manager's Report January 2022



## Table of Contents

**EXECUTIVE SUMMARY ..... 1**

**ADMINISTRATION ..... 2**

    Customer Service Department ..... 2

    Finance and Accounting Department..... 5

    Innovation and Technology Department ..... 7

    Purchasing Department ..... 8

**ENGINEERING AND OPERATIONS..... 10**

    Engineering Department..... 10

    Operations & Maintenance..... 12

    Water Resources ..... 25

**PUBLIC AFFAIRS..... 27**

**APPENDIX A – Financial Report**

**APPENDIX B - Federal Update from Carpi & Clay**

**APPENDIX C – Wastewater and Water Production Tables**

**APPENDIX D – Public Affairs Information**

## EXECUTIVE SUMMARY

The last month was not without its challenges, including a national surge in COVID exposures that saw us return to indoor mask-wearing regardless of one's vaccination status, coupled with a series of winter storms that impacted local roads, vegetation, and our underground infrastructure.

In a span of three weeks, the District had three leaks stemming from Tamarisk roots that grew around our drinking water lines. Sandy soil, coupled with wind and rain, exacerbated this issue and ultimately led to the damages.

The most notable of these occurrences took place in the early hours of Sunday, December 26, impacting a 12-inch line leading to our High Northridge reservoir. As is the case in an emergency like this, the District must react swiftly to protect the community's water supply and prevent any possible contamination.

Fortunately, on standby was Field Operations Technician II Mike Moore; Water Production Operators Julio Martinez and Tim Owens; along with Maintenance Superintendent Jeff Nutter. The team responded quickly, and while repair crews were mobilizing, production staff worked to maintain water levels in the pressure zone. These efforts protected our distribution system as a whole and ensured our water supply was not compromised.

A non-native species originally from southeastern Europe and Asia, Tamarisk was planted in the Coachella Valley as a windbreaker. Unfortunately, this plant has spread to other critical areas and out-competes native plants while using tremendous amounts of water. In light of this, the District is currently working on a plan to identify and prioritize the possible removal of Tamarisk and other invasive foliage that may threaten the local water system. We are also planning a public outreach campaign to inform residents of the dangers these plants pose to underground utilities.



## ADMINISTRATION

### Customer Service Department

#### **Disconnections Due to Non-Payment**

On April 2, 2020, Governor Newsom issued Executive Order N-42-20 prohibiting shut-offs of water service to residences and critical infrastructure sector small businesses. As such, MSWD has been working with and tracking those customers who have been the most impacted by the COVID-19 pandemic. Beginning in March 2021, MSWD Customer Service staff began contacting customers with high, unpaid balances to inform them of available programs and options. The programs and options include waiving of late fees, 12-month payment plans, utilization of the CARE program or Help2others for bill assistance, and high consumption adjustments due to leaks.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which states that Executive Order N-42-20 shall remain in place and shall have full force and effect through September 30, 2021, upon which time it will expire. Staff will continue to contact and work with customers to bring their accounts into good standing to avoid disconnections by setting payment plans and utilizing the CARE program, United lift, or Help2others for bill assistance before starting disconnections, potentially January 2022.

#### **Customer Bill Assistance Programs**

The United Way Customer Bill Assistance Program continues to be utilized by those customers impacted the most by the COVID-19 pandemic, assisting 48 customers in the second quarter of this fiscal year (October 1 – December 31, 2021).

United Lift has assisted customers by paying \$15,143.78 on customer accounts in the second quarter of this fiscal year (October 1 – December 31, 2021).

Riverside County's CARE Program has not been utilized by any customers since July 1, 2021.

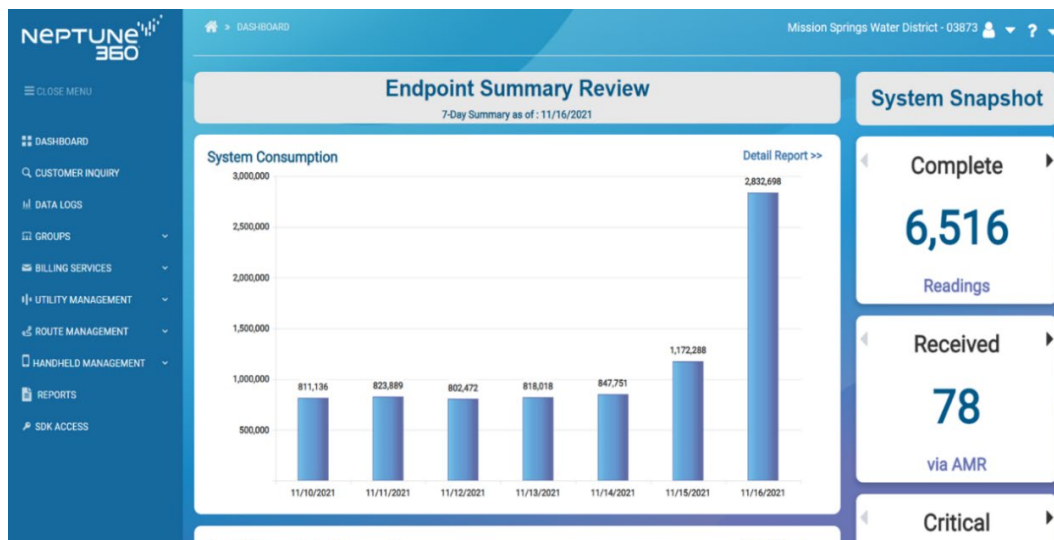
As a result of these programs, customer assistance has totaled \$35,701.78 since July 1, 2021.

#### **Customer Portal Update**

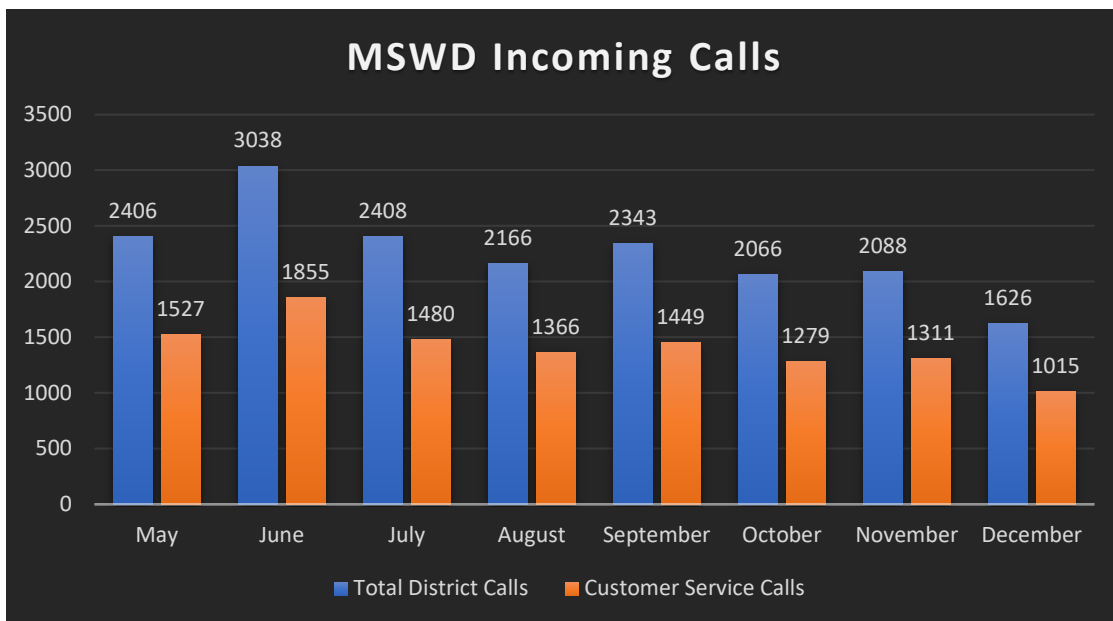
Vertex One/WaterSmart integration continues. At this point, the integration team is working on quality control by communicating with other vendors for API connection files. Once PayNearMe is integrated in the next 60-90 days, the portal will launch to the public. The PayNearMe integration delayed the portal launch as the District made the decision in the middle of portal integration, reasoning that this will save the District \$60,000 or more annually.



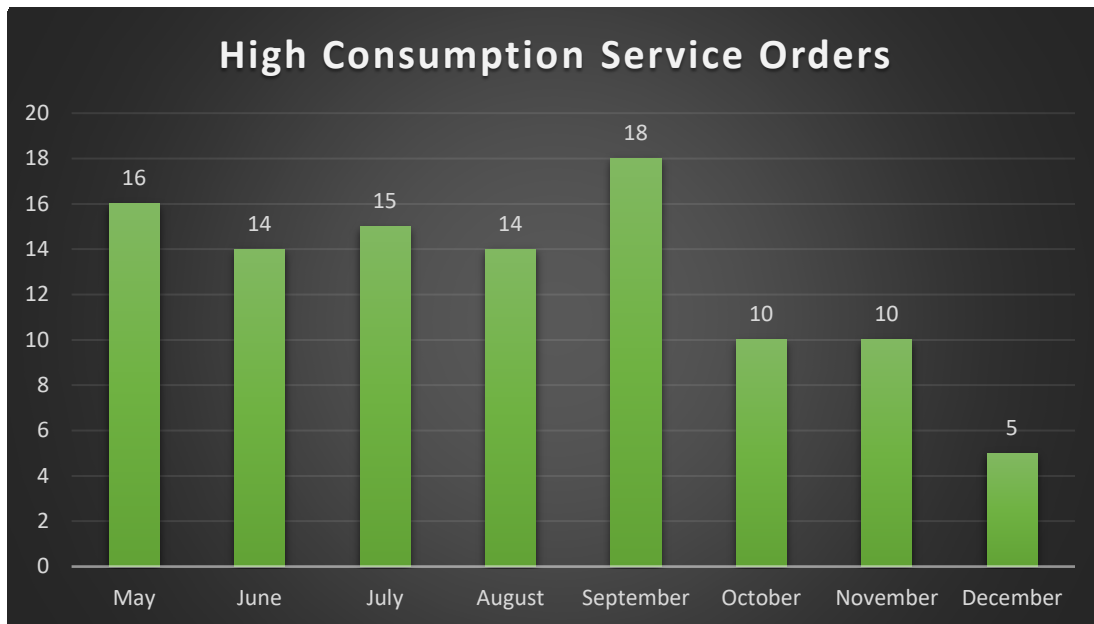
Staff identified 54 high to urgent level leaks via Neptune 360 reports during the month of December. Staff is being proactive and calling customers to let them know of the high water usage, and that the customers were able to make repairs before receiving a high bill. This is one of the reasons the District is consistently seeing decreasing high bill service orders.



The District is seeing a slight decrease in the number of calls. Most calls are related to demand/lien release requests and new property start/stop service. The chart below represents MSWD incoming calls and those received by the Customer Service staff.



Similarly, the District is seeing a slight decrease in the number of high consumption service calls. These service calls typically include reviewing the customers consumption history, usage alerts, and/or limited site investigations.



### Continued Overview of Lobby Closure and COVID-19 Response

With the customer lobby access still closed to the public, MSWD Customer Service Representatives continue to assist our customers with minimal disruption. Staff feels comfortable remaining closed if needed due to COVID-19, customers have adapted, and Staff are assisting in creative ways, if needed, if the customer does not have internet access. Appointments are available to customers that can't meet their needs online or over the phone.

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

### Ways to Pay Bills During Lobby Closure

With the customer lobby access still closed to the public, 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 in Desert Hot Springs, or Walmart, and must have their bills present

- Payment Portal on MSWD.org
- Customers can call in and pay through the IVR system, or with Customer Service Representative assistance
- Paypal option through Paymentus

## 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 Board of Directors (Board) of MSWD. Below are project highlights and summaries for December 2021.

### **Current Work Priorities**

Staff continues to help the front office with customers regarding the delinquent accounts that were sent to the County for collection through the property taxes.

Finance staff continues to work with Administration, Engineering, and Construction and Maintenance on reimbursable jobs. Additionally, several cost accounting jobs were requested and created to track specific expenses related to delicate issues.

- Capital Fixed Asset Job was created to track the expenses related to the annex office space enhancements.
- A reimbursable job was created to track the fees associated with the development project by Palari Villas.
- A reimbursable job was created to track all the expenses related to the 12-inch main line break on December 26, 2021. All staff time and expenses to house the families that had to move out will be tracked through this job, for which the District will request reimbursement.

Several debt payments are due at the beginning of January 2022, and their corresponding wire transfers were set up and approved.

Finance staff continues to work with Laserfiche, Gough Systems, and Strategy 7 to update and improve the finance software.

Accounting staff moved to the modular offices towards the end of December 2021, with expected additional moves to be made in January 2022, as assigned.

Finance staff continues to work with TKE Engineering and financing agencies to secure funding for the new Regional Water Reclamation Facility and Emergency Response Center.

Accounting staff made several corrections to expenses coded to the wrong accounts or jobs for better reporting.

### **Budget**

Budget transfers in December 2021 amounted to \$40,500.00.

The mid-year budget was due to accounting on December 17, 2021, and a report was created for the January 2022 Board Agenda. No operating revenue or expenses are being requested. Management's control of expenses has allowed staff to keep control of budget amounts and not go over budget.

- Two Capital Improvement Projects are being requested for city and county driven work that requires the District's participation.
- Three Capital Improvement Projects need to have a budget increase to complete and process assets.
- Three Equipment and Improvement jobs are being requested to allow the District to continue operating and making improvements for customers and employees.

### **Payroll**

The following procedures were completed in December 2021:

- Accounting staff came in during the week the District was closed for the holidays to finish payroll as the pay period ended on December 24, 2021, for direct deposit to be issued by December 30, 2021.
- Accounting staff prepared for the January 2022 changes in payroll taxes and forms that need to be issued.

### **Cash**

Total cash receipts for the month of December 2021 amounted to \$5,964,665.00.

Receipts consisted primarily of customer bill payments.

- Received \$413,501.42 from Riverside County in normal collections through the property tax system.
- Received \$4,275,000.00 from Ventures for their share of the construction of a new well as required by the contract.

Cash disbursements for December 2021 amounted to \$1,795,458.00, with the largest payments going to:

- \$283,242.15 to National Auto Fleet Group
- \$343,611.35 to Payroll
- \$105,716.71 to City of Desert Hot Springs
- \$112,081.85 to Aecom Technical Services

## Revenues and Expenses

Total operating income and expenses through December 31, 2021 amounted to:

- Operating revenue \$11,902,251.00
- Operating expense \$9,449,906.00
- Non-operating income \$11,723,249.00
- Non-operating expense \$436,926.00
- Net Income \$3,739,368.00

## Innovation and Technology Department

The Innovation and Technology Department (IT) continues to work with Staff and vendors to achieve technological enhancement and meet innovation goals established by the Board of Directors (Board) of MSWD. Below are project highlights and summaries for December 2021.

### Cybersecurity Improvements

Staff continues to work with security professionals to protect MSWD infrastructure from cyber-attacks and penetrations. Currently, IT is working on the following items related to cybersecurity;

- All Wi-Fi access points on District properties are being upgraded
- District network is going through a microsegmentation. Microsegmentation is a method of creating zones in data centers and cloud environments to isolate workloads from one another and secure them individually
- Cloud backups are being upgraded with stricter password and device policies
- Multifactor authentication (MFA) is being added to all software packages. MFA adds a layer of protection to the sign-in process. When accessing accounts or apps, users provide additional identity verification, such as scanning a fingerprint or entering a code received by phone
- A continuous security monitoring service has been contracted to protect the District firewalls from penetration
- Computers and servers are being upgraded
- Desktop and laptop or "office/remote users" are being migrated to only laptops to reduce the number of access points into the District's infrastructure

### SharePoint Migration and Setup Employee Intranet

The SharePoint migration will help the District in cleaning up the current servers by removing files have been archived, and reorganize the file structure and access. Once the SharePoint Migration is complete, IT will establish a SharePoint-based employee intranet, giving employees easy access to forms, applications, files, and information.

### **Laserfiche Automation**

In a continuing effort to go paperless, IT and Accounting have been working together to eliminate all paper forms and rubber stamps. To do this, staff has been developing which replace paper or PDFs which are printed and saved. The Laserfiche forms can be programmed into workflows to save staff effort, minimize mistakes, and improve our timing and efficiency.

### **UniData Server Upgrade and Rocket Multivalue Integrations**

The new Unidata server will allow the District to upgrade its Unidata platform to be compatible with all the features current and future Unidata integrations. To install this new server, IT and their integrator will set up a test version of the current server, upgrade the server, and then verify our applications still work properly. Following the server upgrade, a Multivalue Integration Server (MVIS) application will be installed on the Unidata server. MVIS will allow external applications to read and write data to our financial database in real-time. IT staff will focus on integrating Laserfiche, Nobel Systems, WaterSmart, and PayNearMe with the MVIS to enhance the field staff's work order management system and customer service's customer portal.

### **Nobel Systems Integration with Unidata**

Nobel Systems will integrate field staff's work order management system, timesheets, inventory with Unidata. In December 2021, IT staff entered into an agreement with Nobel Systems to develop a backflow module to better track backflow testing inspections and repairs; and pretreatment module to better track Fats, Oils, and Grease pretreatment units.

### **WaterSmart Customer Portal**

IT and Customer Service staff continue to work with WaterSmart to develop a customer portal that will allow our customers to view their usage, set notifications, and pay their bill on one platform. Current staff is working to integrate PayNearMe with WaterSmart, thus allowing customers to pay within the customers portal.

### **Purchasing Department**

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

Price increases and supply chain issues have begun to surface within our industry. Specifically, PVC pipe and fittings, ductile iron pipe and fittings, restraints, hydrants, and valves, as well as many other products, are experiencing significant shortages that could lead to extended lead times. Along with these supply chain problems, pricing continues to escalate. These problems exist with both domestic and imported materials. Staff will

continue to monitor the situation and perform due diligence in getting all the material that is needed to maintain the water systems.

Staff completed the Supply Chain Fundamentals course through California State University Dominguez Hills. All five of the required courses have been completed, and a Certificate in Purchasing from California State University Dominguez Hills will be awarded in February 2022.

Staff has received the first order of meter boxes/lids (144) and still have one order pending (192) boxes/lids.



## ENGINEERING AND OPERATIONS

### Engineering Department

Below is a list of Capital Projects and status updates.

#### **Well 42 Project**

Construction is still on-hold due to revisions to the well pumping and electrical equipment. The contractor, Layne Christensen Company, has provided a revised submittal for both the well pumping and electrical equipment. The well-pumping equipment is still in review.

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.



#### **Desert Willows Community Water Line Replacement**

The contractor, Van Dyke Corporation, has completed construction and Staff is working toward project closeout. The Notice of Completion will be presented for acceptance at the Board of Directors meeting in January 2022.

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

Staff has contacted an appraiser to begin the appraisal process. Once complete, staff will begin negotiations with the property owner for the proposed easement area for the pipe alignment.

The consultant, TKE Engineering, continued working on the final design and specifications that are expected to be completed in January 2022.

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

The consultant, Michael Baker International, has completed the draft water and sewer models and will be presenting them to staff in January 2022.

#### **Horton Odor Control Project**

Staff in conjunction with construction manager consultant, Michael Baker International (MBI), have executed a no cost change order extending the contract completion date to February 18, 2022. The current schedule extends the completion beyond that date to March 18, 2022, due to material delivery delays from supply chain issues.



### **On-Call Engineering Services**

Staff is continuing to use the on-call inspections and plan check contract. Staff has contacted MSA Consulting about adding these types of services in January 2022. Heitec consulting is executing construction inspection and plan check services.

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

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

### **Horton Effluent Filtration System**

The design consultant, TKE Engineering, is working on the 100% design submittal, specifically the added shade structure, wind break, and maintenance scaffolding system.

### **Horton Chopper Pumps Project**

Following the review of the only bid received. Staff has elected to reject the bid due to elevated bid price. The bid was more than double the engineer's estimate. Staff is evaluating alternatives to complete the required work.

### **Well 22 Rehabilitation**

Staff has completed plan check of the 90% design package and returned comments to the consultant, TKE Engineering. The consultant is reviewing and will prepare the final design, specifications, and engineer's estimate in the coming weeks.

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

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

### **Regional Water Reclamation Facility**

#### Treatment Facility

Staff has completed the contracting process with both JF Shea for construction and TKE Engineering for Construction Management and Inspection Services. Staff will schedule the preconstruction meeting in January 2022.

Staff completed the Monitoring Wells Construction Project bidding process and received two bids. Staff has reviewed the bids and will bring a contract for the lowest responsive bidder to the Board for award in January 2022.

Staff received plan check comments back from the City of Desert Hot Springs (City) on the final parcel map. Staff will work with the consultant, TKE Engineering, to address the City's comments and resubmit the parcel map for approval.

Staff has issued a contract to West Yost to prepare a TDS Impact Evaluation Workplan, a requirement of the WDR Permit. The General manager will execute the contract in early January 2022 and issue the notice to proceed expeditiously. Of note, the TDS Impact Evaluation Workplan must be submitted to the Regional Board by March 31, 2022.

Staff continues to monitor progress on the SRF/Grant funding application with the SWRCB. Staff continues to coordinate with the SWRCB on the final determination of additional Infrastructure Appropriations grant funding for the project. Staff expects the final determination in the coming weeks, at which time the SWRCB will complete the Final Funding Agreement routing process. The Final Funding Agreement is expected in the coming weeks.

### Conveyance Line

The consultant, TKE Engineering, continues to coordinate with the CVCC to seek approval of the required easement. CVCC staff has noted that the US Fish and Wildlife Services has completed their review and the easement request is now with the California Fish and Wildlife Services for review and approval. The consultant has also prepared an easement request document with SCE for a portion of the alignment along Little Morongo Road. Staff is currently reviewing prior to submittal to SCE. The consultant began preparing the 90% design package and will be submitting for plan check in the coming weeks.

### Area M2 Sewer Collection System

Staff is preparing a contract for AECOM to update the existing Area M2 sewer design plans completed in 2009.

## Operations & Maintenance

### **Construction & Maintenance**

Staff completed approximately 271 water line location requests in December 2021. Staff continues to use iPads with the GeoViewer Mobile app to streamline and manage line locations.



Staff replaced one water service, repaired 20 service line leaks, and six main line leaks in December 2021.



Approximately 1,106,412 gallons of water loss was recorded due to water leaks in December 2021. Of that water loss, approximately 1,000,080 gallons was lost due to a 12-inch water mainline break that cause serious flooding and water loss.



Staff continues to implement maintenance programs, which consist of ground valve exercising, blow-off flushing, Cla-Val automatic control valves, and fire hydrants. There were 112 ground valves exercised, 27 fire hydrants flushed, and no Cla-Val valves inspected in December 2021.



A total of 29 work orders were processed in December 2021 using the CMMS module.

Staff installed 10 new water services in December 2021.

Staff repaired two fire hydrants that were both damaged from vehicle accidents.



Staff continues performing fire flow tests for the Engineering Department. Nine fire flow tests were conducted in December 2021.



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

### **Fleet and Facility Maintenance**

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

Building maintenance continues at District facilities. Staff helped with the relocation of office furniture in the Annex Building and helped move desks around in the Accounting Modular.

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

The District continues to utilize Southern California Fleet Services for maintenance and repairs of District vehicles and equipment. Below is a listing of services provided in December 2021;

- Electrical repairs were done on Unit 403 due to rodent damaging wires
- Fuel leak on pump #2 fill hose was repaired
- All vehicle smog testing was completed for the 2021 year
- Replaced battery on Unit 392
- Replaced tires on Unit 393

### Collections

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

Staff completed 273 sewer line location requests. Staff continues to use iPads with the GeoViewer Mobile application to streamline and manage line locations.

Approximately 1.8 miles of sewer mainline was cleaned. This included 39 segments of 8" VCP sewer pipe. Staff has also cleaned the remaining 25% of Desert Crest and has continued to notify homeowners for the next segments to be cleaned.

Staff completed three days of training on the new CCTV truck on the operation of the truck and the new inspection software.



Staff continues to help at the wastewater treatment plant as needed, including the cleaning of the vortex grit chamber.



### Wastewater Treatment

Staff spent a combined 382.5-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest plants. Also, during this timeframe staff spent 152-man hours operating the sludge belt filter press, including filling and removing 13 trailers of sludge from the Horton and Desert Crest Plants.

Staff collected 33 samples and spent 49.5-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both plants are producing an effluent that meets the District's discharge requirement.

There were three customer calls during normal work hours and two after-hour calls. Both after-hour calls were related to odor complaints in the collection system.

Staff continues to pull the influent pumps a minimum of four times throughout the week, or as needed, including weekends due to ragging of "flushable wipes". Pumping GPM and Hz on the pumps are monitored daily to help determine how frequent the pumps need to be pulled.

Five ponds were cleaned and rehabilitated in December 2021. Ponds 4, 5, 6, 7, and 8 were all cleaned this month, and Ponds 6 and 8 were cleaned three times.

Staff had the headworks crane inspected as part of our annual maintenance. It is inspected by a CAL-OSHA certified inspector.



Staff replaced the polymer injector tubes feeding the belt press as well as the gravity belt for the belt press.



Staff cleaned out the vortex grit chamber as part of our maintenance. Staff also inspected and cleaned most of the piping going into and leaving the grit pumps.



Staff continued to conduct a weekly "Wastewater Training" program within the department. These training sessions are intended to get all of the operators on the same page with respect to a standard operating procedure, so that Staff is operating equipment more proficiently and are trained in doing so. This training is also to help keep operators safe when conducting maintenance. This month's training included:

- Changing Ponds
- Gas Meters
- Bypassing in the Headworks
- Headworks Crane
- First Aid Locations: Horton





Through continued development in the Desert Hot Springs area, and at the request of new consumers, sanitary services are always being added to the collection system. Below is a summary of new sanitary service connections by month.

New Sanitary Service Connections to Collection System

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	8	7	9	51	2
Aug.	20	4	1	8	53	2
Sep.	20	5	2	12	8	11
Oct.	36	9	4	8	12	4
Nov.	29	50	10	9	7	7
Dec.	12	9	3	3	64	1
Jan.		21	7	1	16	8
Feb.		23	5	1	42	0
Mar.		48	1	0	23	5
Apr.		18	3	3	15	30
May		17	11	3	20	45
June		21	7	3	6	70
<b>Annual Total</b>	<b>135</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 C.

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

Monthly Wastewater Flows

<b>WASTEWATER FLOW MGD</b>				
2021/22	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	1.987088	2.104457	0.042128	0.058130
Aug.	2.059728	2.224424	0.052436	0.064940
Sep.	2.061448	2.234327	0.049729	0.066370
Oct.	2.081568	2.223453	0.046618	0.051660
Nov.	2.084749	2.213652	0.048180	0.053880
Dec.	2.024843	<b>2.311905</b>	0.051887	0.068500
Jan.				
Feb.				
Mar.				
Apr.				
May				
June				

Additional wastewater flow information is provided in Appendix C.

## Water Production

Staff collected 52 routine samples, six general physical samples, and uranium samples at Well 26A for analysis in December 2021. Staff works closely with the lab when changing sampling dates or taking grab Bac-T samples for any mainline shutdowns. The MSWD Monthly Coliform Monitoring Reports for December 2021 will be sent out to the State Water Regional Control Board on January 5, 2022.



Staff delivers chlorine to all the well sites typically on Thursday of each week. Staff continues to monitor chlorine levels and make sure that all the wells have a sufficient level of chlorine.



Staff replaced well production meters at Well 24 and Well 37 due to meter failure.



Staff continues to monitor the production equipment to ensure equipment is operating properly to avoid possibilities of equipment failure whether it is electrical or pressure in the hydro tanks.



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

Staff continues to conduct chlorine pump maintenance and inspections at all well sites. Staff continues to monitor the pumps and makes any necessary adjustments as needed.



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



Staff continues to oversee all the Production Department sites and make any necessary changes as needed. Staff continues to climb reservoirs and conduct as needed overflow maintenance monthly.



Staff continues to oversee the landscape maintenance contract for 36 sites throughout the District.

Staff installed a new compressor at Gateway Hydro Tank. This now allows the system to operate automatically.



Staff continues to work with Field Service/Customer Service on the planning of construction meter set locations. Staff closely monitors the water usage in the areas that have construction meters.

Staff performed the monthly fire pump testing at the Gateway reservoir. This test is performed monthly to ensure the fire pump is in good working condition and operates properly when required.



### **Well 33 Solar Site**

Staff continues to monitor the performance of the solar system. The November 2021 performance report showed that the system produced 138,160 kilowatt hours, which is within 94% of expected energy output. The District also received the first-year performance guarantee true up period check in the amount of \$32,987 on December 14, 2021.

### **Well 24 Electrical Panel Rehabilitation Project**

This project is currently under construction and is anticipated to be completed in 2022. Currently, the electrical panel and motor control center is being constructed by the contractor offsite. Also, District staff is working with SCE on new power requirements they requested to be done at Well 24. On December 17, 2021 staff executed a change order for a time extension for contract completion by July 15, 2022. Due to global material and equipment procurement delays (pandemic related), the contractor requested a time extension to the contract. The original date of completion was December 30, 2021. The contractor anticipates the switchboard and all necessary equipment for the project to ship in May 2022 with construction needing approximately 30 working days.

Through continued development in the Desert Hot Springs area and at the request of new consumers, water services are always being added. Below is a summary of new water services added each month.

New Service Connections to the Water System

	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17
July	18	7	4	5	7	2
August	19	6	10	5	3	2
September	23	18	2	14	4	13
October	33	13	3	21	8	3
November	27	10	16	4	0	7
December	9	2	17	3	3	2
January		15	6	3	20	1
February		13	8	5	11	1
March		16	2	3	6	5
April		11	1	3	7	11
May		15	12	5	11	9
June		24	11	2	8	2
<b>Annual Total</b>	<b>129</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>	<b>58</b>
<b>Avg./ Mo.</b>	<b>10.75</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>	<b>4.83</b>

Additional water service connection information is provided in Appendix C.

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

Monthly Water Production

	FY 2021/22	Variance from prior year		FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18
	AF	AF	%	AF	AF	AF	AF
July	796.57	-61.20	-7.1%	857.77	853.23	857.20	835.87
August	839.93	-45.38	-5.1%	885.31	795.18	806.47	829.93
September	738.65	-46.15	-5.9%	784.80	757.08	689.47	712.40
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86
November	679.85	-10.28	-1.5%	690.13	619.87	631.75	642.41
December	565.48	-22.84	-3.9%	588.32	537.23	502.16	584.24
January		0.00	0.0%	537.96	553.20	570.20	599.52
February		0.00	0.0%	495.61	520.85	415.49	512.79
March		0.00	0.0%	625.80	557.73	490.92	536.09
April		0.00	0.0%	649.34	573.02	635.08	644.06
May		0.00	0.0%	723.62	698.99	598.36	697.15
June		0.00	0.0%	761.63	806.02	710.39	688.74
<b>TOTAL</b>	<b>4285.66</b>	<b>-276.51</b>	<b>-6.1%</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>	<b>8017.06</b>

Additional water production information is provided in Appendix C.

## Water Resources

Below is a list of water resources related activities for December 2021:

### **Integrated Regional Water Management/Coachella Valley Regional Water Management Group**

The Coachella Valley Regional Water Management Group (CVRWWMG) met to discuss on-going grant funded projects and upcoming grant opportunities.

The CVRWWMG began preparing a grant application to the California Department of Water Resources (DWR) under the "call for projects" for the Urban and Multi-Benefit Drought Relief Program – Under Represented Communities and Tribal Set Aside. The three projects being submitted are the CV Water Counts Project (CVRWWMG), the Well 22 Rehabilitation Project (MSWD), and the Valley View Mobile Home Park Water Consolidation Project (CVWD).

The CVRWWMG and other Colorado River Funding Area regions, San Geronio Pass and Mojave IRWM Regions, have agreed on the cost share for the upcoming Proposition 1 Round 2 IRWM Implementation and Drought Relief grant funding. The cost share will be 40% based on equal split and 60% based on disadvantaged community (DAC) population for each IRWM Region. The cost share agreement will be executed by each of the IRWM Regions and their respective agencies in the coming weeks in preparation for the "call for projects" in February 2022.

The CVRWWMG is continuing to evaluate options to prepare a water conservation technical study. Additional details will be provided in the coming months as they become available.

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

Following Board adoption of the Final 2022 Alternative Plan Update for the Mission Creek Subbasin (Final Plan) in December 2021, the consultant, Wood, submitted the Final Plan to DWR for review in January 2022. DWR will complete a review of the Final Plan and an additional public comment period in the coming months.

The USGS began data collection for the Land Subsidence Study in the Mission Creek Subbasin.

Staff continued coordinating with the consultant, Wood, in completing the data request for the Mission Creek Subbasin Annual Report for Water Year 2020-2021.

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

The consultant, Provost & Prichard, completed the response to public comments and reviewed with the Groundwater Sustainability Agencies (GSAs). The GSAs have reviewed, amended, and approved the response to comments for the Final 2022 Groundwater Sustainability Plan for the San Gorgonio Pass Subbasin (Final Plan). Thereafter, the consultant completed the preparation of the Final Plan.

Following Board adoption of the Final Plan and establishing the General Manager as the GSA representative in December 2021, the Verbenia GSAs will meet in January 2022 to adopt the Final Plan and submit to DWR prior to January 31, 2022.

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

The Indio GSAs have completed and adopted the Final 2022 Alternative Plan Update for the Indio Subbasin (Final Plan) at their respective governing body meetings in December 2021, and submitted the Final Plan to DWR in January 2022.

### **Salt and Nutrient Management Plan**

Staff began data collection of water quality samples for Salt and Nutrient Management Plan (SNMP) monitoring that will be due in January 2022 for the annual report.

Staff has completed review and comment on the draft RFP for the procurement of a consultant to prepare the SNMP update.

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





## PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

### Past Events

#### **Team Mom Charities Toy Drive – December 23, 2021**

MSWD employees rallied together collecting toys this past December for a city-wide toy drive during the month of December 2021. In collaboration with our local schools and business community, Team Mom Charities welcomed children to the new Desert Hot Springs Library to choose a present and share in the Holiday spirit.



### Upcoming Events

#### **MSWD Blood Drive, Thursday, February 10, 2022**

Presented by LifeStream Blood Bank, the February 2022 MSWD event is open to employees and the public. More information to follow.

#### **Palm Springs Air Museum Fundraising Dinner, Thursday, February 18, 2022**

Honoring the men and women pioneers of aviation, this year's event will include a special tribute in memoriam to Phil Hixon, Chairman Emeritus and one of the founders of the Palm Springs Air Museum.

#### **Senior Inspiration Awards Luncheon, Thursday, March 31, 2022**

Honoring seniors from each of the Coachella Valley cities and the County of Riverside, the event celebrates the accomplishments of some of our most-valued community members.



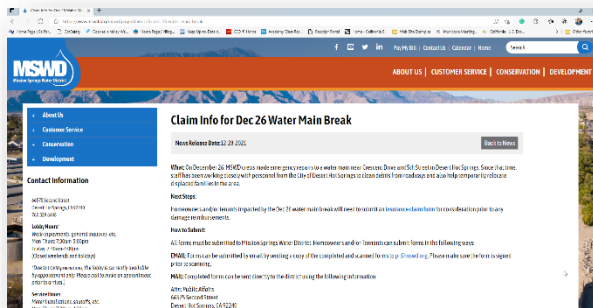
*If any other events occur throughout the month, they will be communicated either from the Public Affairs team or Dori Petee.*

## Communications & Outreach Activities

### Community Outreach: December 26 Water Main Leak

In the early hours of December 26, 2021, MSWD crews made emergency repairs to a water main near Crescent Drive and 5th Street in Desert Hot Springs caused by Tamarisk tree roots that had grown into the utility easement. MSWD staff responded quickly and efficiently during the incident, and the distribution system and our water supply were not compromised.

The morning of the incident, the Public Affairs team coordinated with the Desert Hot Springs City Manager's office, media, and impacted residents. MSWD has prioritized communicating with the public and taking care of the affected families. In addition, we are continuing to provide resources and solutions as new situations arise.



The Public Affairs team has set up a claims process for impacted homeowners and tenants, and we have created a special webpage with claim information. In addition, we have reached out directly to anyone identified as having damage the night of the leak. Finally, our claims manager has canvassed the area visiting homes and residents in the area.

To date, we have seven families that have been displaced due to the leak. This includes five families from the apartment complex that were relocated the night of the leak and two families that identified a need for temporary housing after additional inspections were completed following the incident.

Throughout all of this, we have tried to keep these families as local as possible, keeping in mind transportation, childcare, pets, and other specific needs. Unfortunately, hotel availability in Desert Hot Springs has been very limited. As a result, we've leaned on local hoteliers asking them to rearrange reservations to accommodate our families; this includes Miracle Springs Hotel and Spa, the Desert Hot Springs Spa Hotel, Aqua Soleil, as well as some Palm Springs hotels when it was absolutely necessary.

MSWD's liability carrier has retained National Insurance Housing, which specializes in finding temporary housing in situations such as this. Since each family's needs are different, they are working individually with each family to locate a temporary housing solution that best fits their needs and aligns with the timeline for the restoration of their residence.

As we head into the spring planting season, the Public Affairs team will remind customers to evaluate their landscaping for potential hazards to utilities, including Tamarisk trees, and be mindful of any new plantings' location and water usage.

**Social Media**

A copy of the December 2021 social media report can be found in Appendix D. This report highlights activities and posts on the District's social media platforms. Engagement, Audience, and Followers all increased during the month; popular posts included those promoting the city-wide toy drive, the Desert Hot Springs holiday parade, and the news release related to the water main leak.

Post Title	Date	Total Engagements	Reactions	Comments	Shares	Post Link Clicks	Other Post Clicks
MSWD employees are proud to support our local community and Team Mom	Wed 12/22/2021 2:36 p...	154	42	6	22	—	84
#Celebrate Thank you to everyone who joined MSWD and our community at the	Thu 12/16/2021 10:00 a...	74	23	4	2	—	45
News Release: MSWD Crews Make Emergency Repairs to Water Main Break Mission Springs Water District is making final repairs to correct a water main	Sun 12/26/2021 2:50 pm...	56	12	3	3	—	38

## MSWD Digital Advertising

The District featured four Google and Facebook/Instagram ads promoting bill assistance, the new website, holiday hours, and sprinkler reminders during December 2021. A full copy of the report can be found in Appendix D. The new website and bill assistance ads performed exceptionally well, garnering more than 50 clicks and 75,000 impressions each.



The CV Water Counts Outreach report for the month of December 2021 can be found in Appendix D. The campaign promoted conservation as a way of life and participation in the spring 2022 CV Water Academy, which begins in February 2022.



The Public Affairs team continues to promote our rebate programs on social media, including boosted posts and digital ads. Following is a recap of 2021:

### Toilet Rebates: January - December 2021

In total, we received 29 applications with a total of 77 toilets. The total rebate amount paid to customers was \$6,954.28. According to the [EPA](#), each replaced toilet represents as much as 13,000 gallons of water savings per year.

### Turf Rebates: June - December 2021

We have received six Turf Rebate applications since June 2021. Three have been approved and paid, totaling \$5,620.

### Conservation Kits

A total of 58 kits were requested and mailed to customers in 2021.

### Water Donations

Water donations for calendar year 2021 totaled 372 cases. The following table is a summary of events that MSWD provided bottled water donations for 2021.

Water Donations for the Calendar Year 2021

<b>Date Supplied</b>	<b>Requests Filled</b>	<b>Event or Purpose</b>	<b># of Cases Requested</b>
1/20/2021	Team Mom Charities	Veteran Community Event	2
2/18/2021	Mission Lakes Country Club	Women's Golf Association	3
2/22/2021	Team Mom Charities	Black History Month - DHS Scavenger Hunt	10
3/18-19/21	Carl May Center	COVID-19 Vaccine Clinic	20
4/17/2021	Women's Club event	Raffle prizes	2
4/22/2021	DHS Little League	Opening Day	10
4/22/2021	DHS Elks Lodge	Charity Golf Tournament	5
5/3/2021	Bella Vista Elementary School	Teacher's Appreciation Week	3
5/20/2021	City of DHS	Council/Commission Meetings	25
5/25/2021	DHS High School	Public Safety Academy Training Sessions	4
6/2/2021	City of DHS	Council/Commission Meetings	25
6/3/2021	Friends of DHS Library	New Library Grand Opening	6
6/16/2021	DHS Police Dept	Homeless Encampment Cleanup	5
6/24/2021	Nat'l. Charity League, P.S.	2021 Senior Presentation	10

6/28/2021	DHS Eagles Inc.	Volunteers at firework stand	4
7/12/2021	City of DHS	Council/Commission Meetings	25
7/21/2021	Team Mom Charities	Keep it Kind Campaign for the Homeless	5
8/4/2021	DHS Police Dept	Traffic accidents, crime scenes,	6
8/19/2021	City of DHS	City Hall walk-in guest	25
8/24/2021	City of DHS	Clean-up Com/Clean-up Day	2
8/25/2021	PS High School	Varsity Football-DHS students	10
9/1/2021	PS High School	JV Football-DHS students	10
9/8/2021	DHS High School	Medically need students, diabetic students, etc.	10
9/9/2021	MSWD	LifeStream Blood Drive	2
9/14/2021	County of Riverside	Special Election	2
9/14/2021	City of DHS	Council/Commission Meetings	25
10/1/2021	DHS Little League	Fall Baseball	10
10/5/2021	DHS High School	PSA Community Service/ Security at Football games	5
10/21/2021	DHS Library	Book Sale	2
10/26/2021	City of DHS	Council/Commission Meetings/Walk-in Guest	25
11/5/2021	Miracle Springs Hotel	Road Scholar Hiking Program	4
11/16/2021	Desert Valley's Builders Assn	DVBA Annual Golf Tournament	6
11/16/2021	DHS Police Dept	Traffic accidents, crime scenes,	6
11/18/2021	DHS Police Dept	PD Thanksgiving Com. Dinner	5
11/29/2021	City of DHS	Council/Commission Meetings/Walk-in Guest	25

11/30/2021	Friends of DHS Library	Dec. mtg & Annual mtg	3
12/2/2021	Team Mom Charities	City Photos w/Santa	10
12/9/2021	Team Mom Charities	Citywide #2 Photos w/Santa	5
12/21/2021	Team Mom Charities	Citywide Toy Drive	10
		<b>Total</b>	<b>372</b>





APPENDIX A – Financial Report

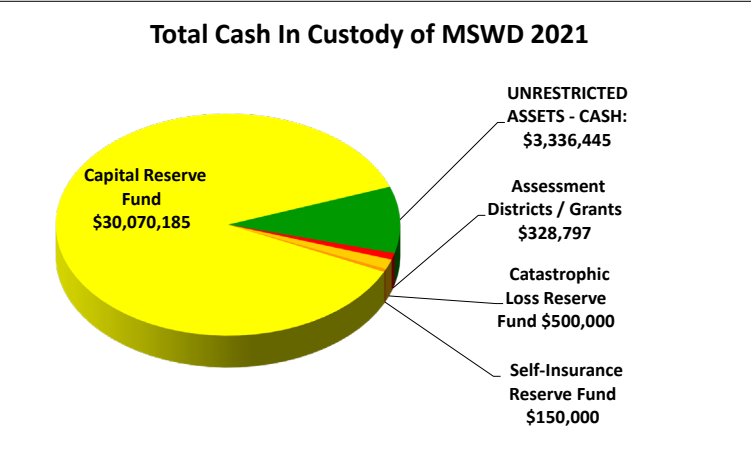
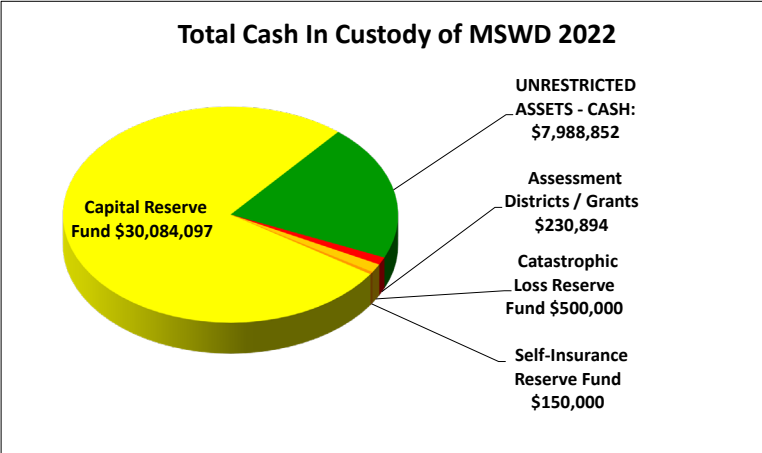


MISSION SPRINGS WATER DISTRICT  
 COMBINED FUNDS  
 DISTRICT SUMMARY  
 JULY 1, 2020 TO DECEMBER 31, 2021

YEAR TO DATE				JULY 1, 2020 TO DECEMBER 31, 2020			
ACTUAL	BUDGET	FAVORABLE	FAVORABLE	ACTUAL	BUDGET	FAVORABLE	FAVORABLE
		(UNFAVORABLE)	(UNFAVORABLE)			(UNFAVORABLE)	(UNFAVORABLE)
		VARIANCE	VARIANCE			VARIANCE	VARIANCE
		AMOUNT	PERCENT			AMOUNT	PERCENT
11,902,951	11,831,282	71,669	1%	11,738,251	8,580,629	3,157,622	37%
9,449,906	9,639,652	189,745	2%	8,514,384	8,500,552	(13,832)	0%
<u>2,453,045</u>	<u>2,191,630</u>	<u>261,414</u>	<u>12%</u>	<u>3,223,867</u>	<u>80,077</u>	<u>3,143,790</u>	<u>3926%</u>
				<b>OPERATING REVENUE:</b>			
1,723,249	1,426,129	297,120	21%	1,463,609	6,515,850	(5,052,241)	-78%
436,926	443,190	6,264	1%	547,372	450,297	(97,075)	-22%
<u>1,286,323</u>	<u>982,939</u>	<u>303,384</u>	<u>31%</u>	<u>916,236</u>	<u>6,065,553</u>	<u>(5,149,317)</u>	<u>-85%</u>
				<b>ADD NON-OPERATING REVENUE</b>			
				<b>LESS NON-OPERATING EXPENSE</b>			
<u>3,739,368</u>	<u>3,174,569</u>	<u>564,798</u>	<u>18%</u>	<u>4,140,103</u>	<u>6,145,630</u>	<u>(2,005,527)</u>	<u>-33%</u>
				<b>NET OPERATING INCOME</b>			
				<b>NET NON-OPERATING INCOME</b>			
				<b>NET INCOME</b>			

**OTHER INFORMATION**

	6.03	<b>DEBT SERVICE RATIO</b>	12.05
	0.05%	<b>INVESTMENT RETURN</b>	0.05%
	\$ 39,296,813	<b>CASH - JULY 1</b>	\$ 34,708,247
	\$ (342,970)	<b>INCREASE/(DECREASE) IN CASH</b>	\$ (322,821)
	<u>\$ 38,953,843</u>	<b>CASH - END OF PERIOD</b>	<u>\$ 34,385,426</u>
	\$ 7,988,852	<b>UNRESTRICTED CASH</b>	\$ 3,336,445
	\$ 30,964,991	<b>RESTRICTED CASH</b>	\$ 31,048,981
	<u>\$ 38,953,843</u>	<b>CASH IN CUSTODY OF MSWD</b>	<u>\$ 34,385,426</u>
<b>WELLS FARGO</b>	\$ 21,257	<b>RESTRICTED - ASSESSMENT DISTRICTS</b>	\$ 16,936
<b>CALTRUST</b>	\$ 6,436,309	<b>RESTRICTED - SHORT TERM FUND</b>	\$ 6,435,570
<b>CALTRUST</b>	\$ 21,958,681	<b>RESTRICTED - MEDIUM TERM FUND</b>	\$ 22,048,613
<b>CALTRUST</b>	\$ 2,548,744	<b>RESTRICTED - LIQUIDITY FUND</b>	\$ 2,547,862
	<u>\$ 30,964,991</u>	<b>RESTRICTED TOTAL CASH</b>	<u>\$ 31,048,981</u>
		<b>WELLS FARGO</b>	
		<b>CALTRUST</b>	
		<b>CALTRUST</b>	
		<b>CALTRUST</b>	



APPENDIX B –  
Federal Update from Carpi & Clay

# Mission Springs Water District Federal Update

January 3, 2021

## Negotiations Continue Over Build Back Better

After President Biden’s “Build Back Better Act” (BBB) passed the House last month, Senate Majority Leader Chuck Schumer (D-NY) led negotiations with the Senate Democrat Caucus to try to find a path forward for the \$1.75 trillion package. The package includes provisions related to health care, education, childcare, climate change, housing, public lands, and transportation. After Senator Joe Manchin (D-WV) expressed concerns over both the total cost of the package as well as several provisions, negotiations will now continue into the new year. Majority Leader Schumer has said he plans to hold a vote in the Senate sometime in January on a revised package.

## FY 2022 Appropriations Update

Congress was unable to complete work on the Fiscal Year FY 2022 appropriations bills before the previous continuing resolution (CR) expired on December 3<sup>rd</sup>. As a result, Congress was forced to pass another CR to avert any lapse in government operations. The new continuing resolution expires on February 18, 2022. Once Congress returns in January, they will have roughly six weeks to finalize the FY 2022 appropriations bills.

The bill text can be found [HERE](#) and the explanatory statement can be found [HERE](#).

## Congress Approves a Debt Limit Increase

In mid-December, Congress passed legislation to raise the debt ceiling. This legislation, which raises the debt limit by \$2.5 trillion, allows the U.S. to avoid default over debt. The increase allows the federal government to meet its debt obligations until at least early 2023. The bill was approved on a party-line vote in both the House and Senate through a deal reached with Republicans in the Senate to allow a one-time fast track process for the bill to pass with a simple majority vote.

## House and Senate Release 2022 Legislative Calendar

The House of Representatives and Senate have released their respective schedules for the second session of the 117<sup>th</sup> Congress. The Senate will convene on January 3<sup>rd</sup> to begin the session while the House will return on January 10<sup>th</sup>. The House and Senate also have different district work periods for August and October leading up to the 2022 midterm elections. The full House calendar can be found [HERE](#) and the full Senate calendar can be found [HERE](#).

## EPA Announces Actions Related to Lead and Copper in Drinking Water

The Biden Administration has released a Lead Pipe and Paint Action Plan that includes fifteen new actions from more than ten federal agencies that ensure the federal government is making rapid progress towards replacing all lead pipes in the next decade. As part of this plan, the Environmental Protection Agency (EPA) is also working to address lead and copper in drinking water and will be looking to prioritize projects that support disadvantaged communities and address equity and environmental justice. As part of this effort, the EPA will begin to develop a new proposed lead and copper rule. This new proposed rule will likely include a requirement for replacement of all lead service lines, testing requirements, and school requirements. The Lead Pipe and Paint Action Plan can be found [HERE](#) and additional information about EPA actions can be found [HERE](#).

## Federal Grant Opportunities/Announcements

**EPA Announces \$14.1 Million in Environmental Justice Grants.** The Environmental Protection Agency (EPA) awarded \$14.1 million in environmental justice grant funding for 133 projects selected through EPA's Environmental Justice Small Grants and Collaborative Problem-Solving Cooperative Agreement programs. These projects cover a wide array of environmental justice issues including the impacts of the COVID-19 pandemic, air monitoring, air quality, food access, community planning, water treatment training, green jobs/infrastructure, emergency preparedness, water quality, and more. Additional information on the grant awards can be found [HERE](#).

**EPA Releases List of Projects to Receive \$6.7 Billion in WIFIA Loans.** The Environmental Protection Agency (EPA) announced 39 new projects are being invited to apply for Water Infrastructure Finance and Innovation (WIFIA) loans. The selected projects are across 24 states and will help finance over \$15 billion in water infrastructure. The full list of invited recipients can be found [HERE](#).

**EPA Awards \$3 Million to Small Businesses for Environmental Technologies.** The Environmental Protection Agency (EPA) has announced \$3 million in grant awards to 30 American small businesses to develop technologies to address environmental and public health problems such as automated waste sorting systems at the point of disposal; a system

that employs technology to capture and destroy airborne bacteria and viruses; and a monitoring system that can map methane concentrations and emissions over large areas. Additional information can be found [HERE](#).

**Reclamation Initiates Basin Studies and Water Management Options Pilots Selection Process.** The Bureau of Reclamation is requesting letters of interest from eligible non-federal entities for Basin Studies and Water Management Options Pilots. These studies develop projections of future water supply and demand, including the impacts of climate change, and to identify collaborative strategies to ensure sustainable future water supplies in river basins across the Western United States. Letters of interest are due February 11, 2022. Additional information can be found [HERE](#).

**Reclamation Releases Supplemental Funding Plan to Congress.** The Bureau of Reclamation released their \$210 million spend plan for the funding that was included in the recent emergency supplemental spending bill for drought and wildfire. Reclamation's plan includes the following funding allocations:

- \$40 million for the implementation of conserving 500,000+ acre-feet of water over the next two years to stabilize the decline of Lake Mead.
- \$1.2 million for the Lower Colorado River Operations Program to initiate coordination of post-2026 operational guidelines and studies related to drought resiliency.
- \$61.8 million to California's Central Valley Project to address ongoing drought needs throughout the region.
- \$20 million to the WaterSMART Drought Response Program.
- \$10 million for the Klamath Project to support drought response and resiliency activities.
- \$10 million for drought mitigation activities for Native Americans.
- \$22 million for drought-specific projects and activities.
- \$35 million for contingency funding to address the most pressing and emerging drought-related needs as the FY 2022 water year hydrology unfolds.

The full distribution list of additional funding can be found [HERE](#), the transmittal letters sent to Chairs and Ranking Members of the House and Senate Energy and Water Appropriations Subcommittees can be found [HERE](#), and the report to Congress on the distribution of additional funding can be found [HERE](#).

## Federal Agency Personnel/Regulatory Announcements

**White House Launches Build.gov.** The Administration has launched a website that will provide comprehensive information on the implementation of the Bipartisan Infrastructure Law (BIL) also known as the Infrastructure Investment and Jobs Act. The website serves as a central database for local stakeholders and leaders to access information about the law and view local examples of how it is being implemented. The website can be found [HERE](#).

**White House Appoints Advisors to oversee Bipartisan Infrastructure Law.** President Biden has announced the appointments of Katie Thomson and Winne Stachelberg as coordinators to implement the Bipartisan Infrastructure Law. Thomson will serve as Director of Bipartisan Infrastructure Law Implementation for the Department of Transportation and Winnie Stachelberg was named Senior Adviser and Infrastructure Coordinator for DOI.

**White House Publishes BIL Fact Sheets.** The White House has issued several fact sheets on the Bipartisan Infrastructure Law, including the following:

- [The Bipartisan Infrastructure Deal Fact Sheet](#)
- [Supply Chain Fact Sheet](#)
- [Environmental Justice Fact Sheet](#)
- [Climate Fact Sheet](#)
- [Communities of Color Fact Sheet](#)
- [Tribal Communities Fact Sheet](#)
- [Labor Fact Sheet](#)
- [Small Businesses Fact Sheet](#)
- [State Fact Sheets on the Impact of the Infrastructure Investment and Jobs Act](#)

**White House Releases Trucking Action Plan.** The White House has released a Trucking Action Plan that includes actions by DOT and the Department of Labor to support and expand access to quality driving jobs now and in the years ahead. Details of the plan can be found [HERE](#).

**EPA Administrator Sends Letter to Governors on BIL.** Environmental Protection Agency (EPA) Administrator Michael Regan sent a letter to the Governors of the 55 states and territories and the Mayor of the District of Columbia that addresses the Fiscal Year 2022 allocation of water infrastructure funding through the State Revolving Funds from the Bipartisan Infrastructure Law. The letter also asserts that the Agency will conduct outreach to stakeholders as it works to implement the bill. The letter can be found [HERE](#).

**EPA Appoints Martha Guzman as Region 9 Administrator.** President Biden announced his intention to appoint Martha Guzman to become the Environmental Protection Agency's (EPA) Regional Administrator for Region 9 which covers regions in Arizona, California, Hawaii, Nevada, the Pacific Islands, and 148 Tribal Nations. Guzman was previously Commissioner at the California Public Utilities Commission and Deputy Legislative Affairs Secretary in the Office of the Governor.

**Reclamation Swears in Camille Touton as Commissioner.** Following her confirmation in the Senate, Camille Touton has officially been sworn in as Bureau of Reclamation Commissioner. Touton had been serving as Reclamation's Deputy Commissioner since January 2021.

**Reclamation Hosting BIL Tribal and Stakeholder Sessions.** The Bureau of Reclamation is hosting several tribal and stakeholder information sessions on the implementation of the

Bipartisan Infrastructure Law through December and January. More information on the information session can be found [HERE](#).

## ## ##



APPENDIX C – Wastewater and Water Production Tables



### WASTEWATER REPORT

SEWER CONNECTION SUMMARY											
	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12
July	18	8	7	9	51	2	1	139	2	0	0
Aug.	20	4	1	8	53	2	4	214	4	0	2
Sep.	20	5	2	12	8	11	2	90	2	1	0
Oct.	36	9	4	8	12	4	21	65	8	2	1
Nov.	29	50	10	9	7	7	1	52	18	7	3
Dec.	12	9	3	3	64	1	0	86	22	11	2
Jan.		21	7	1	16	8	3	27	3	11	1
Feb.		23	5	1	42	0	3	5	46	6	1
Mar.		48	1	0	23	5	0	31	16	2	1
Apr.		18	3	3	15	30	0	8	95	14	3
May		17	11	3	20	45	7	13	98	3	2
June		21	7	3	6	70	4	4	72	2	0
<b>Annual Total</b>	<b>135</b>	<b>233</b>	<b>61</b>	<b>60</b>	<b>317</b>	<b>185</b>	<b>46</b>	<b>734</b>	<b>386</b>	<b>59</b>	<b>16</b>

Connections to Sewer Collection System:

As of June 30, 2021            8467

Plus YTD                                135

**Total Sewer Connections =       8602**

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.				
Feb.				
Mar.				
Apr.				
May				
June				

WASTEWATER FLOW MGD				
2020/21	HORTON PLANT		DESERT CREST	
	Avg. Daily Flow	Peak 24 hr. Flow	Avg. Daily Flow	Peak 24 hr. Flow
July	2.069268	2.140825	0.047916	0.079010
Aug.	2.135828	2.274566	0.053795	0.070420
Sep.	2.003417	2.121446	0.046861	0.077790
Oct.	1.964716	2.100928	0.043720	0.049600
Nov.	1.928082	2.082209	0.046171	0.051750
Dec.	1.750513	2.074777	0.044951	0.050380
Jan.	1.846818	2.018006	0.045299	0.050610
Feb.	1.889826	2.253275	0.043718	0.048950
Mar.	1.859783	2.040589	0.043382	0.048920
Apr.	1.897411	2.111914	0.040257	0.060120
May	1.954528	2.151420	0.039293	0.046660
June	2.014604	2.110777	0.038634	0.047440

## WATER REPORT

WATER CONNECTION SUMMARY														
	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16	2014/15	2013/14	2012/13	2011/12	2010/11	2009/10	2008/09
July	18	7	4	5	7	2	0	0	1	0	0	0	1	2
August	19	6	10	5	3	2	2	0	1	0	0	2	1	2
September	23	18	2	14	4	13	3	0	2	2	0	0	1	0
October	33	13	3	21	8	3	20	0	5	1	1	4	2	1
November	27	10	16	4	0	7	3	0	1	0	1	1	5	1
December	9	2	17	3	3	2	0	0	2	0	0	0	0	2
January	15	6	3	3	20	1	1	2	2	0	0	1	1	9
February	13	8	5	5	11	1	0	1	0	1	0	0	1	2
March	16	2	3	3	6	5	0	12	0	0	4	5	0	4
April	11	1	3	3	7	11	2	7	0	1	4	1	12	2
May	15	15	12	5	11	9	8	2	0	1	2	0	0	0
June		24	11	2	8	2	10	1	0	0	0	1	1	0
<b>Annual Total</b>	<b>129</b>	<b>150</b>	<b>92</b>	<b>73</b>	<b>88</b>	<b>58</b>	<b>49</b>	<b>25</b>	<b>14</b>	<b>6</b>	<b>12</b>	<b>15</b>	<b>25</b>	<b>25</b>
<b>Avg./ Mo.</b>	<b>10.75</b>	<b>12.50</b>	<b>7.67</b>	<b>6.08</b>	<b>7.33</b>	<b>4.83</b>	<b>4.08</b>	<b>2.08</b>	<b>1.17</b>	<b>0.50</b>	<b>1.00</b>	<b>1.25</b>	<b>2.08</b>	<b>2.08</b>

**Connections to Water System:**

As of June 30, 2021      13,141  
 Plus YTD                              129  
**Total Water Connections =      13,270**

WATER PRODUCTION														
	FY 2021/22	Variance from prior year		FY 2020/21	FY 2019/20	FY 2018/19	FY 2017/18	FY 2016/17	FY 2015/16	FY 2014/15	FY 2013/14	FY 2012/13	FY 2011/12	FY 2010/11
	AF	AF	%	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF	AF
July	796.57	-61.20	-7.1%	857.77	853.23	857.20	835.87	714.50	659.11	859.00	942.82	911.87	838.49	902.71
August	839.93	-45.38	-5.1%	885.31	795.18	806.47	829.93	808.54	706.62	730.71	828.60	853.85	959.02	964.34
September	738.65	-46.15	-5.9%	784.80	757.08	689.47	712.40	679.54	657.37	800.67	813.20	723.92	826.46	896.27
October	665.18	-90.66	-12.0%	755.84	709.39	709.81	733.86	678.33	575.86	716.30	716.09	788.55	789.71	701.93
November	679.85	-10.28	-1.5%	690.13	619.87	631.75	642.41	601.89	582.22	533.69	557.05	672.3	654.77	709.98
December	565.48	-22.84	-3.9%	588.32	537.23	502.16	584.24	520.63	503.10	590.83	633.09	520.3	575.27	548.09
January		0.00	0.0%	537.96	553.20	570.20	599.52	465.10	431.38	526.86	582.86	609.45	616.19	545.04
February		0.00	0.0%	495.61	520.85	415.49	512.79	453.39	483.92	506.49	522.87	507.31	561.24	486.57
March		0.00	0.0%	625.80	557.73	490.92	536.09	549.50	514.05	614.94	603.89	559.02	583.70	575.84
April		0.00	0.0%	649.34	573.02	635.08	644.06	540.56	502.36	622.58	664.05	744.77	645.93	626.37
May		0.00	0.0%	723.62	698.99	598.36	697.15	731.81	601.83	590.28	708.18	786.79	763.12	758.58
June		0.00	0.0%	761.63	806.02	710.39	688.74	732.68	685.93	706.34	812.96	780.86	794.00	839.98
<b>TOTAL</b>	<b>4285.66</b>	<b>-276.51</b>	<b>-6.1%</b>	<b>8356.13</b>	<b>7981.79</b>	<b>7617.30</b>	<b>8017.06</b>	<b>7476.47</b>	<b>6,903.75</b>	<b>7,798.69</b>	<b>8,385.66</b>	<b>8,458.99</b>	<b>8,607.90</b>	<b>8,555.70</b>



APPENDIX D – Public Affairs Information



# CVWC Digital Marketing Report

Website, Social, and Marketing Performance

**December, 2021**

by Hunter | Johnsen

# Google Ads Campaigns

 **DISPLAY AD IMPRESSIONS**  
CV WATER COUNTS

459,873

 **SEARCH AD IMPRESSIONS**  
CV WATER COUNTS

3,138

 **VIDEO IMPRESSIONS**  
CV WATER COUNTS

51,331

 **CLICKS**  
CV WATER COUNTS

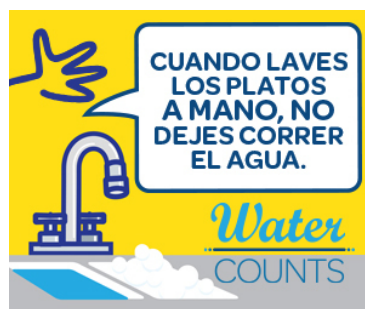
4,134


 **CTR**  
CV WATER COUNTS

0.8%

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

Campaign	Clicks	Impr.
CVWC Academy December 2021	3,296	401,977
CV Water Counts December 2021	315	38,564
CV Water Counts December 2021 SPANISH	288	19,332
	3,899	459,873



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

Account	Impr.	Engagements	Views	Clicks
CV Water Counts	51,331	15,185	5,034	89
	51,331	15,185	5,034	89

Item 22.

Account	Impr.	Engagements	Views	Clicks
CVWC Water Saving Tips YouTube Spanish Dec	23,622	7,434	2,811	48
CVWC Water Saving Tips English YouTube Dec	27,709	7,751	2,223	41
	51,331	15,185	5,034	89



### GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE

CV WATER COUNTS

Campaign	Clicks	Impr.
CVWC search	146	3,138
	146	3,138

### KEYWORDS PERFORMANCE



CV WATER COUNTS

Account	Clicks	Impr.	CTR
CV Water Counts	138	1,264	10.92%
water agency	49	473	10.36%
water company	39	525	7.43%
water rebates	25	120	20.83%
toilet rebate	9	27	33.33%
washing machine rebate	6	38	15.79%
grass removal rebate	4	17	23.53%
save water	2	15	13.33%
conservation of water resources	2	26	7.69%
water agency rebates	1	9	11.11%
ways to conserve water	1	14	7.14%
	138	1,286	10.73%

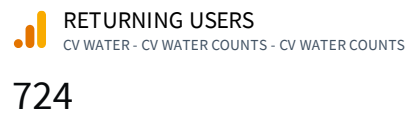
# Facebook Ad Campaigns

## FACEBOOK AD PERFORMANCE

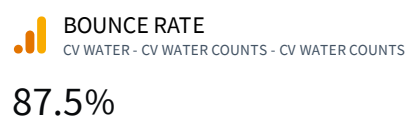
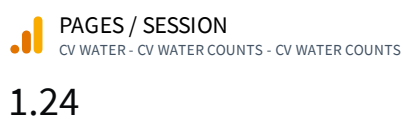
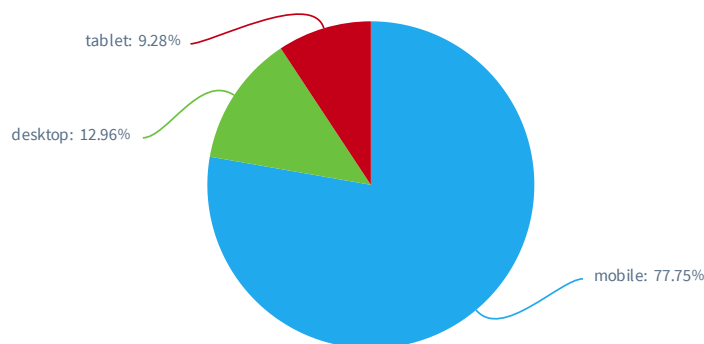
HUNTER JOHNSEN

Ad preview	Link Clicks	Impr.	Reach	Frequency	Page engagement
 <p><b>CV Water Counts Academy 2022</b>  <a href="http://cvwatercounts.com">cvwatercounts.com</a>            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.</p> <p>We are excited to offer this comprehensive course that will cover the history, use and management of water here in the Coachella Valley.</p>	352	32,188	15,464	2.08	447
 <p><b>Tips to Save Water</b>  <a href="http://cvwatercounts.com">cvwatercounts.com</a>            Did you know there are more than a hundred ways to save water? And some of them are really easy. Learn more water saving tips by clicking the link.</p>	191	25,640	9,742	2.63	278
	543	57,828	21,546	2.68	725

# Website Information



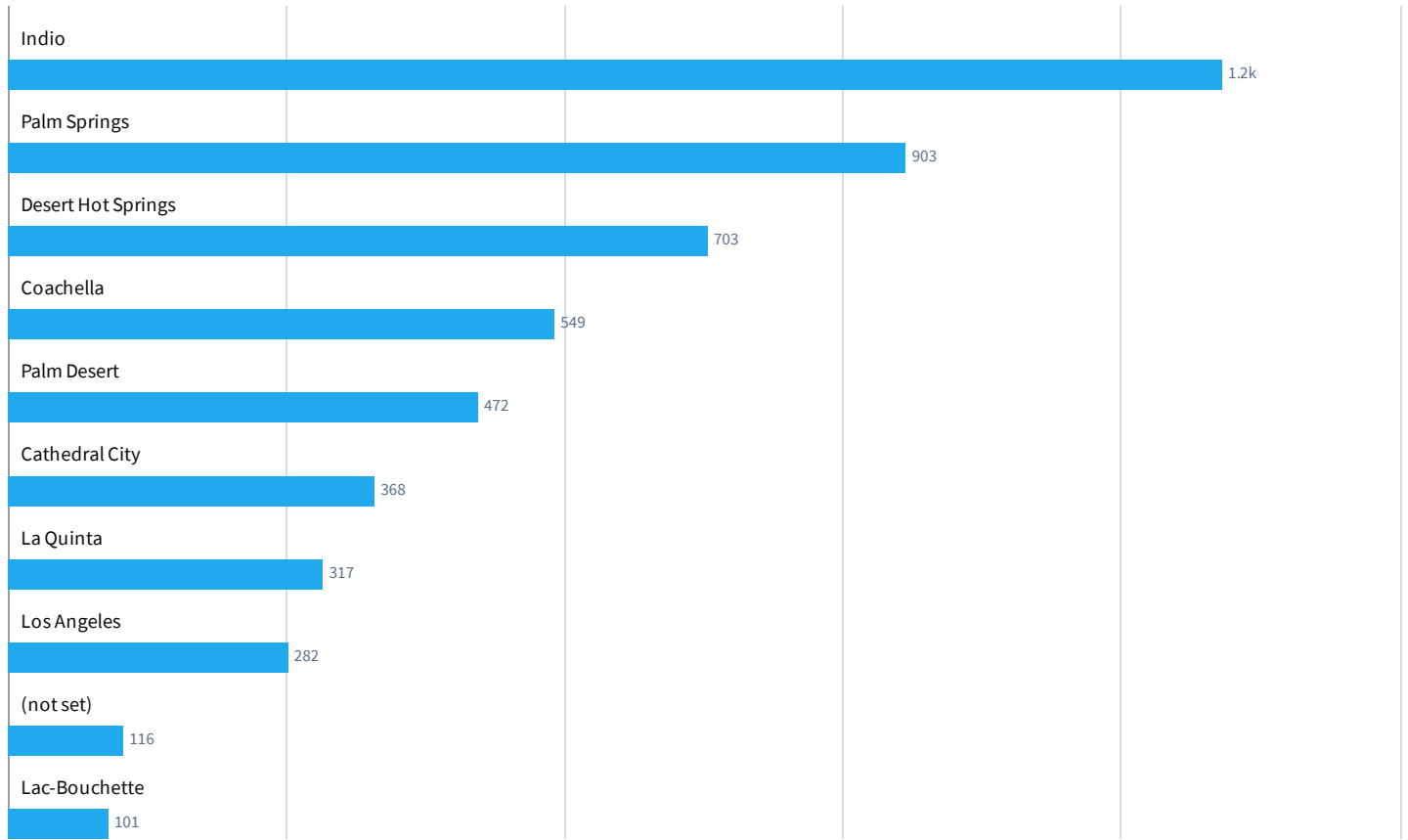
Page path	Pageviews
/academy/	3,627
/conservation-tips/	695
/in-the-desert-conservation-is-a-way-of-life-every-day/	240
/water-map/	223
/	193
/rebates/	121
/take-the-pledge-to-conserve-water-for-your-new-years-resolution/	59
/Academy/	53
/landscaping-tip-of-the-month-choose-desert-friendly-plants/	44
/cv-water-counts-water-counts-academy-program-graduates/	34
	6,353





Item 22.

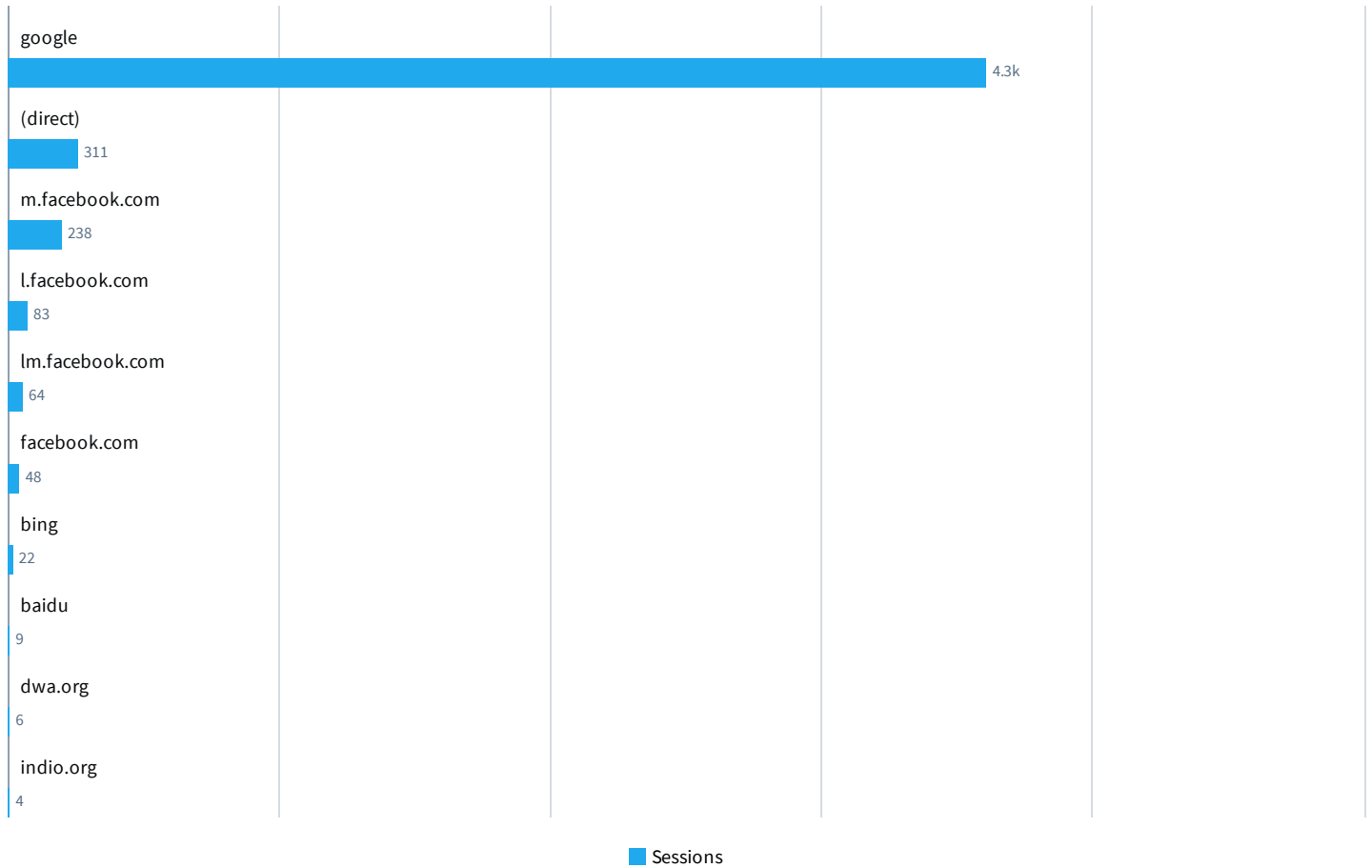
**PAGEVIEWS BY CITY**  
CV WATER - CV WATER COUNTS - CV WATER COUNTS



■ Pageviews

Item 22.

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



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

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
December 2021	5,138	4,105	6,353	1.24	37s	87.5%	77.29%
November 2021	6,014	4,869	7,628	1.27	34s	86.51%	79.12%
October 2021	2,133	1,588	2,825	1.32	37s	84.2%	70.46%
September 2021	2,035	1,501	2,791	1.37	49s	83.59%	70.37%
August 2021	2,090	1,439	2,877	1.38	56s	82.82%	65.17%
July 2021	2,278	1,553	3,216	1.41	56s	83.01%	63.48%
June 2021	2,354	1,575	3,103	1.32	44s	83.56%	62.7%
May 2021	2,394	1,558	3,117	1.3	37s	84.13%	60.44%
April 2021	2,640	1,820	4,353	1.65	48s	71.17%	63.98%
March 2021	2,899	2,108	4,617	1.59	52s	74.2%	68.4%
February 2021	2,304	1,604	3,576	1.55	1m 9s	79.86%	66.49%
January 2021	2,417	1,858	3,210	1.33	47s	85.64%	74.1%
<b>Total</b>	<b>36,511</b>	<b>26,019</b>	<b>50,082</b>	<b>1.37</b>	<b>45s</b>	<b>82.85%</b>	<b>70.18%</b>

Item 22.

Month	Sessions	Users	Pageviews	Pages / session	Avg. session duration	Bounce rate	% new sessions
December 2020	1,815	1,290	2,416	1.33	43s	83.31%	67.88%
	36,511	26,019	50,082	1.37	45s	82.85%	70.18%

# Organic Search

## TOP KEYWORDS CVWATERCOUNTS.COM/

Query	Impr.	Clicks	CTR	Avg. position
lake cahuilla	3,094	0	0%	6.84
water pledge	654	2	0.31%	6.11
conserve water	448	0	0%	1.5
water wise	399	0	0%	9.09
cv water	313	3	0.96%	6.22
lantana ground cover	278	2	0.72%	7.46
pledge on water saving	228	0	0%	1.35
pledge on save water	189	0	0%	1.39
conserve	186	0	0%	10.7
dehydration in winter	186	0	0%	10.96
	5,975	7	0.12%	6.16

## TOP PAGES CVWATERCOUNTS.COM/

Page	Impr.	Clicks	CTR	Avg. position
<a href="https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/">https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/</a>	3,825	4	0.1%	8
<a href="https://cvwatercounts.com/save-water-pledge/">https://cvwatercounts.com/save-water-pledge/</a>	2,267	8	0.35%	4.15
<a href="https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/">https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/</a>	1,323	24	1.81%	4.16
<a href="https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevicensis/">https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevicensis/</a>	850	5	0.59%	29.73
<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>	828	0	0%	40.39
<a href="https://cvwatercounts.com/celebrate-earth-day-by-being-water-wise/">https://cvwatercounts.com/celebrate-earth-day-by-being-water-wise/</a>	514	0	0%	10.74
<a href="https://cvwatercounts.com/">https://cvwatercounts.com/</a>	477	12	2.52%	9.9
<a href="https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf">https://cvwatercounts.com/wp-content/uploads/2019/02/Golf-and-Recycled-Water.pdf</a>	445	9	2.02%	35
<a href="https://cvwatercounts.com/plant-of-the-month-mexican-bush-sage-salvia-leucantha/">https://cvwatercounts.com/plant-of-the-month-mexican-bush-sage-salvia-leucantha/</a>	439	0	0%	54.55
<a href="https://cvwatercounts.com/dehydration-more-dangerous-in-the-colder-temperatures/">https://cvwatercounts.com/dehydration-more-dangerous-in-the-colder-temperatures/</a>	415	0	0%	13.01
	11,383	62	0.54%	20.96

# Facebook Information

**f** IMPRESSIONS  
CV WATER COUNTS

59,064

**f** REACH  
CV WATER COUNTS

21,207

**f** NEW PAGE LIKES  
CV WATER COUNTS

9

**f** ENGAGED USERS  
CV WATER COUNTS

1,302





**f** PAGE VIEWS  
CV WATER COUNTS

111


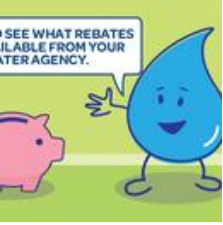




**f** LIFETIME PAGE LIKES  
CV WATER COUNTS

3,983

**f** POSTS  
CV WATER COUNTS







Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Happy New Year! Be su...</p>	December 31, 2021	68	2	3%	2	0
 <p>Water only when nece...</p>	December 30, 2021	64	0	0%	0	0
 <p>Coachella Water Autho...</p>	December 27, 2021	43	1	2%	1	1
 <p>This month we are hig...</p>	December 24, 2021	46	0	0%	0	0
		1,098	21	2%	12	4

Item 22.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Group plants with the ...</p>	December 23, 2021	45	0	0%	0	0
 <p>Check to see what reb...</p>	December 19, 2021	38	0	0%	0	0
 <p>Reduce the amount of ...</p>	December 17, 2021	88	2	2%	1	1
 <p>Teach children - and e...</p>	December 16, 2021	64	1	2%	1	0
 <p>After it's been raining, turn off your sprinklers for the next 2-3 days!</p>	December 15, 2021	111	5	5%	3	1
 <p>An iconic desert cactus...</p>	December 13, 2021	55	1	2%	0	0


1,098 21 2% 12 4

Item 22.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>CV Water Counts will b...</p>	December 10, 2021	60	1	2%	0	0
 <p>If your shower fills a o...</p>	December 9, 2021	96	1	1%	1	0
 <p>Are you thinking about...</p>	December 6, 2021	100	4	4%	2	1
 <p>If you or someone you...</p>	December 5, 2021	48	1	2%	0	0
 <p>According to drought.g...</p>	December 3, 2021	46	1	2%	0	0
 <p>CV Water Counts upda...</p>	December 1, 2021	62	1	2%	1	0

1,098 21 2% 12 4

Item 22.

Post	Created at	Post reach	Engaged users	Post engagement rate	Likes	Comments
 <p>Reuse leftover water fr...</p>	December 1, 2021	64	0	0%	0	0
		1,098	21	2%	12	4



# Instagram Information

 **IMPRESSIONS**  
CV WATER COUNTS

574

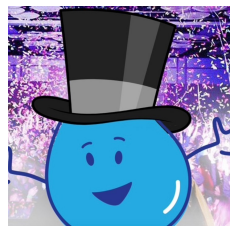
 **LIKES**  
CV WATER COUNTS

3

 **FOLLOWERS ( TOTAL )**  
CV WATER COUNTS

215

 **MEDIA PERFORMANCE**  
CV WATER COUNTS

Media	Impr.	Engagement	Reach	Saved	Video views
 <p>Happy New Year! Be su...</p>	20	3	20	0	0
	20	3	20	0	0

# Twitter Information

Dec 2021 · 31 days

TWEET HIGHLIGHTS

**Top Tweet** earned 147 impressions

According to the National Integrated Drought Information System, drought conditions will cause Riverside Co. to experience its 23rd driest year in 127 years. But, what does it mean when we hear the word “drought”?

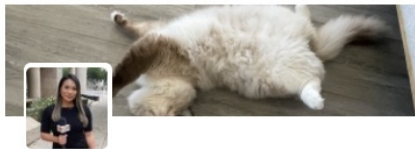
Learn more: [cvwatercounts.com/in-the-desert-... drought.gov](http://cvwatercounts.com/in-the-desert-...drought.gov)

♥ 4

[View Tweet activity](#)

[View all Tweet activity](#)

**Top Follower** followed by 1,402 people



**Samantha Lomibao**

@samanthalomibao FOLLOWS YOU

Reporter & Producer for @KESQ // ASU Alum  
#cronkitenation // San Diego born & raised 🌟

[View profile](#)

**Top mention** earned 2 engagements

**Berlinda Blackburn**  
@BerlindaMc · Dec 20

Don't forget your reusable water bottle during the holidays... @CVWaterCounts @CityofCoachella #optoutside [pic.twitter.com/qWJkd0t3EE](http://pic.twitter.com/qWJkd0t3EE)



♥ 2

[View Tweet](#)

**Top media Tweet** earned 120 impressions

If your shower fills a one-gallon bucket in less than 20 seconds, replace the showerhead with a WaterSense® labeled model. #WaterWiseWednesday [pic.twitter.com/5xloz4VD22](http://pic.twitter.com/5xloz4VD22)



♥ 2

[View Tweet activity](#)

[View all Tweet activity](#)

DEC 2021 SUMMARY

Tweets  
**15**

Tweet impressions  
**1,061**

Profile visits  
**155**

Mentions  
**2**

New followers  
**1**

# 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 December 2021	Wednesday, December 1, 2021 6:00 PM	489	624	44.79%	15.22%	75	7.77%	0.73%	1	4
		489	624	44.79%	15.22%	75	7.77%	0.73%	1	4



# MSWD Digital Marketing and Website Report

Website, Social, and Marketing Performance

**December, 2021**

Casey Dolan

**Casey Dolan Consulting**

# Google Ads Campaigns

 **IMPRESSIONS**  
MSWD


231,798

 **CLICKS**  
MSWD

195

 **CTR**  
MSWD

0.08%

 **GOOGLE ADS CAMPAIGN PERFORMANCE**  
MSWD

Campaign	Impr.	Clicks	CTR
MSWD New Website Dec 2021	76,228	60	0.08%
Help 2 Others Dec 2021	78,342	46	0.06%
Rain - Sprinklers Christmas Week Storm 2021	15,374	45	0.29%
MSWD Happy Holidays Dec 2021	54,534	40	0.07%
Rain - Sprinklers Dec 14&15 2021	7,320	4	0.05%
	231,798	195	0.08%




# Facebook Ad Campaigns

 **FACEBOOK AD GROUP PERFORMANCE**  
MSWD

Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
 <p><b>MSWD - Water Bill Assistance</b> www.mswd.org If you need help paying your water bill, MSWD is here for you. Click to learn more about our bill assistance options.</p>	MSWD Bill Assistance Dec 2021	51	36,653	3,649	10.04	0
 <p><b>MSWD Launches Redesigned Website</b> www.mswd.org Our newly designed website features an enhanced customer service area, conservation and rebate information, a kid's corner, and a special developer section that includes maps, forms, guidelines, and drawings.</p>	MSWD New Website Dec 2021	49	26,757	12,334	2.17	0

142 107,208 20,153 5.32 0

Item 22.

Ad preview	Campaign Name	Link Clicks	Impr.	Reach	Frequency	Page Likes
 <p>Our offices will be closed Dec. 24 – Jan. 2</p> <p>Happy Holidays from MSWD 🎅 www.mswd.org Extending our warm wishes to you this Holiday Season. 🌲</p>	MSWD Happy Holidays Dec 2021	38	31,983	17,393	1.84	0
 <p>Water Saving Tips from MSWD www.mswd.org Reminder: After it's been raining, shutoff your sprinklers for a few days and help save valuable H2O!</p> <p>Click to learn more water saving tips.</p>	Sprinkler Rain Christmas Week Storm	2	8,359	2,593	3.22	0
 <p>Water Saving Tips from MSWD www.mswd.org Reminder: After it's been raining, shutoff your sprinklers for a few days and help save valuable H2O!</p> <p>Click to learn more water saving tips.</p>	Sprinkler Rain Dec	2	3,456	1,543	2.24	0
		142	107,208	20,153	5.32	0

# Website Information

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

**43,883**

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

**4,969**

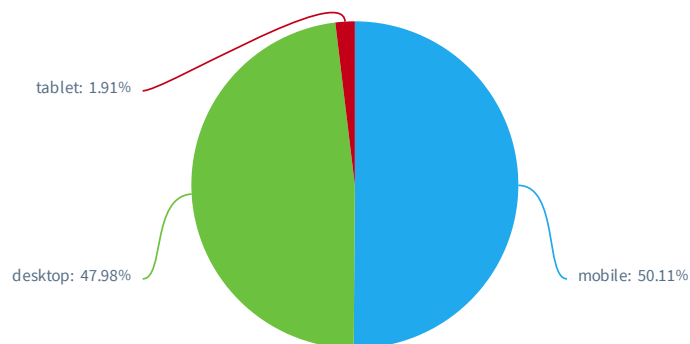
**USERS**  
WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - MSWD

**4,445**

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

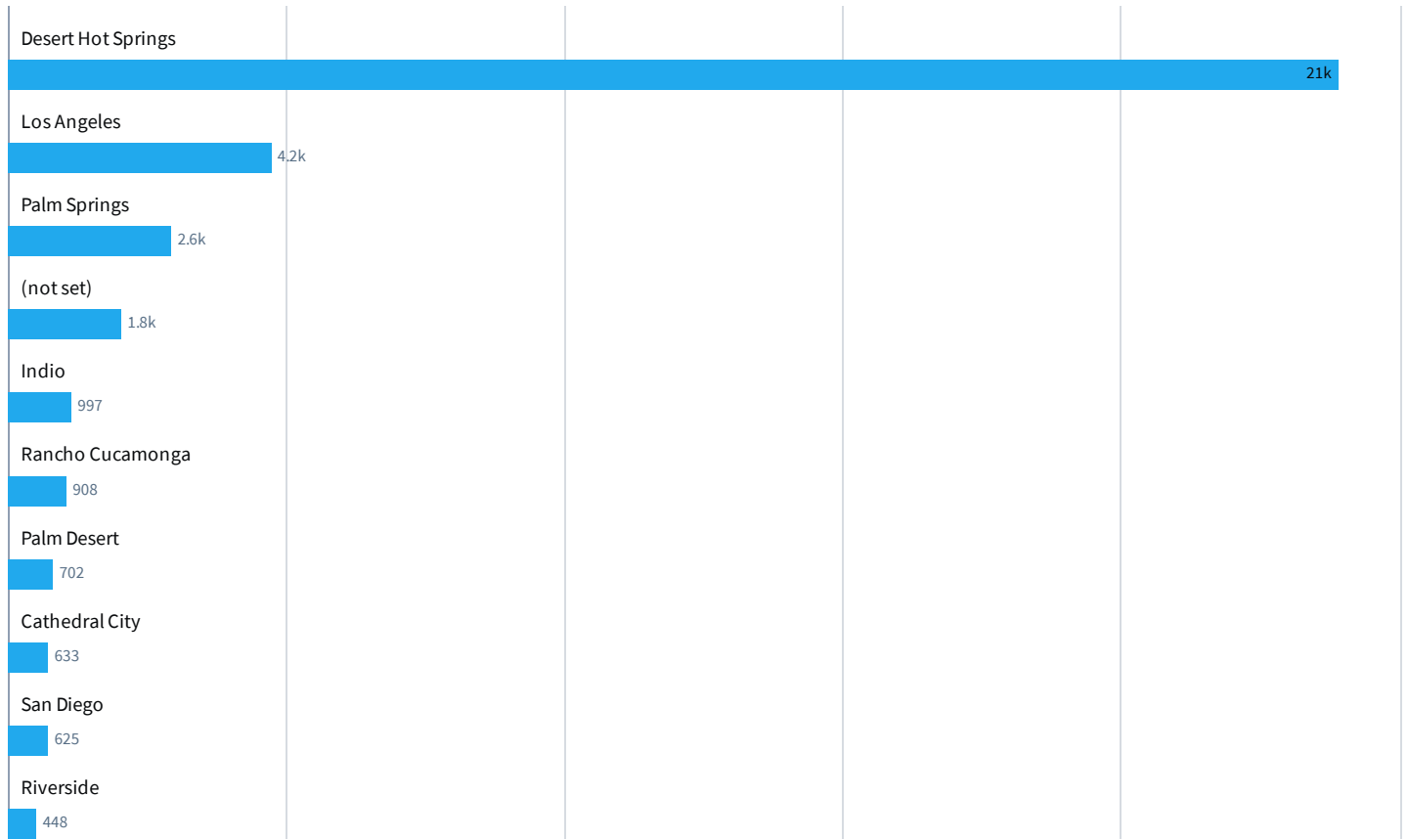
Page Title	Pageviews
Mission Springs Water District - Sign In	7,497
Mission Springs Water District Home Page   Mission Springs Water District CA	6,665
Mission Springs Water District - My Account	5,548
Mission Springs Water District - Pay Bills	3,037
Mission Springs Water District - Payment Options	2,789
(not set)	2,518
Bill Pay Options   Mission Springs Water District CA	2,019
Mission Springs Water District - Pay as a Guest	1,949
Mission Springs Water District - You Have Successfully Signed Off	1,486
Mission Springs Water District - Account Detail	1,479
	<b>43,883</b>

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



Item 22.

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

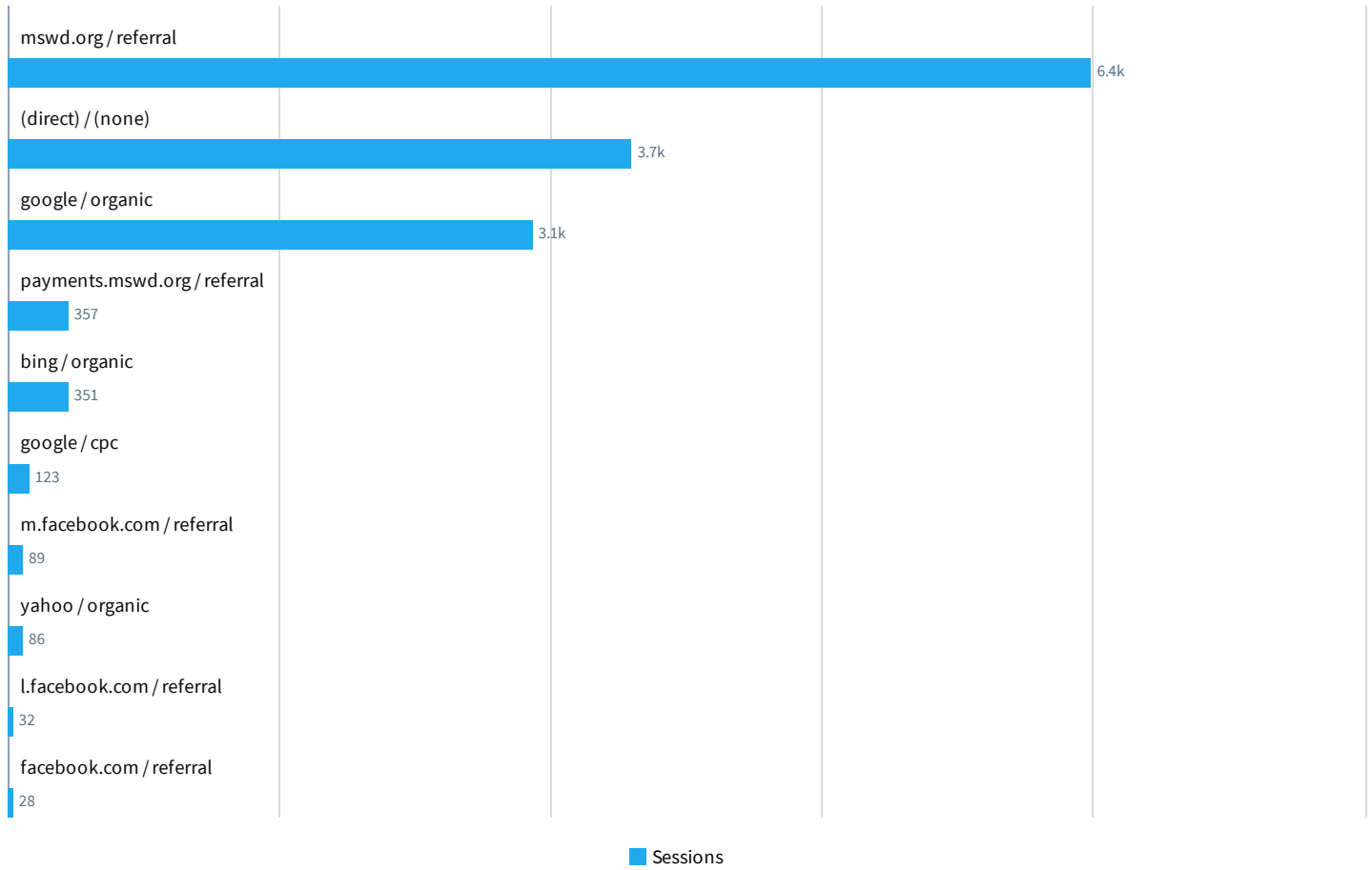


■ Pageviews

Item 22.

### USER REFERRERS

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



### AVG. SESSION DURATION

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

1m 52s

### PAGES / SESSION

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

3.03

### BOUNCE RATE

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

24.15%





# MSWD Social Analytics

December 2021

Mission Springs Water District Social Media Analytics

### Included in this Report

 @MSWaterDistrict

 Mission Springs Water District

 Beatrice Makabeh Eslamboly (All 98 Ca...

 missionspringswaterdistrict

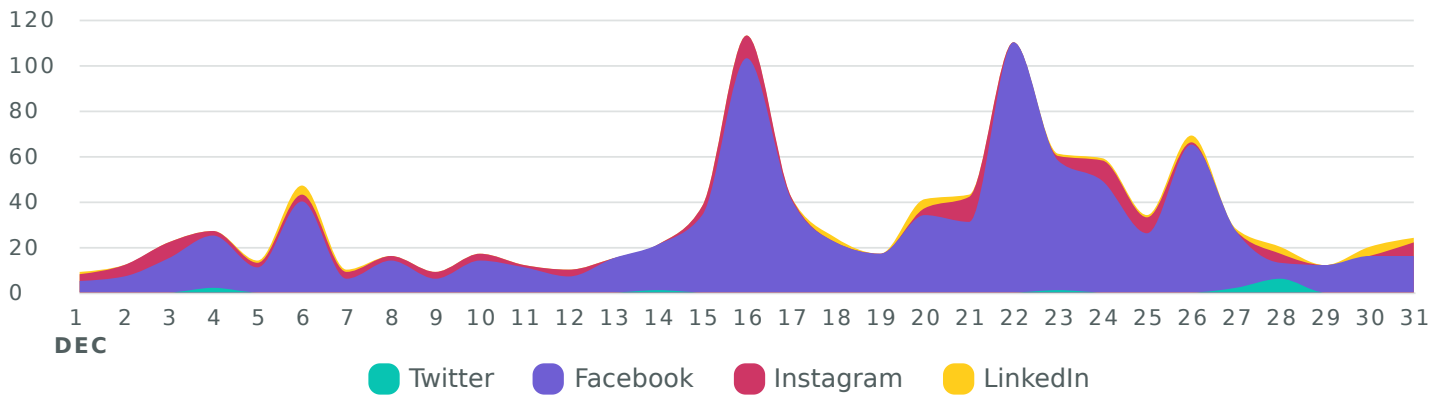
 Mission Springs Water District

## Cross-Network Engagement

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

Profile
Reporting Period
All Profiles
All Twitter Post Types

Engagements, by Day



Engagement Metrics	Totals	% Change
<b>Total Engagements</b> ⓘ	<b>996</b>	<b>↗ 12.8%</b>
Twitter Engagements	12	↘ 7.7%
Facebook Engagements	859	↗ 15.3%
Instagram Engagements	95	↘ 3.1%
LinkedIn Engagements	30	↗ 11.1%
<b>Engagement Rate (per Impression)</b> ⓘ	<b>0.8%</b>	<b>↗ 101.8%</b>

### Cross-Network Performance Summary

View your key profile performance metrics from the reporting period.

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

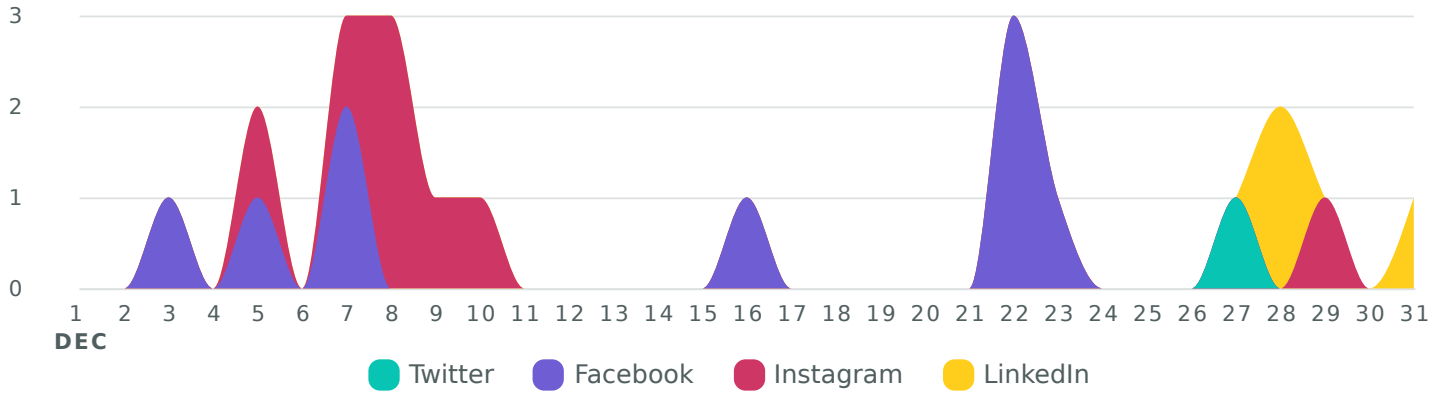
<p>Impressions ⓘ</p> <p><b>129,582</b> ↘ 44.1%</p>	<p>Engagements ⓘ</p> <p><b>996</b> ↗ 12.8%</p>	<p>Post Link Clicks ⓘ</p> <p><b>154</b> ↘ 39.1%</p>
--	--	---

### Cross-Network Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
All Profiles
All Twitter Post Types

Audience Gained, by Day



Audience Metrics	Totals	% Change
<b>Total Audience ⓘ</b>	<b>1,436</b>	<b>↗0.6%</b>
<b>Total Net Audience Growth ⓘ</b>	<b>10</b>	<b>↗150%</b>
Twitter Followers Gained	1	→0%
Facebook Page Likes	9	↗200%
Instagram Followers Gained	8	↗60%
LinkedIn Followers Gained	3	↗200%

### FACEBOOK

## Facebook Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  Mission Springs Water District

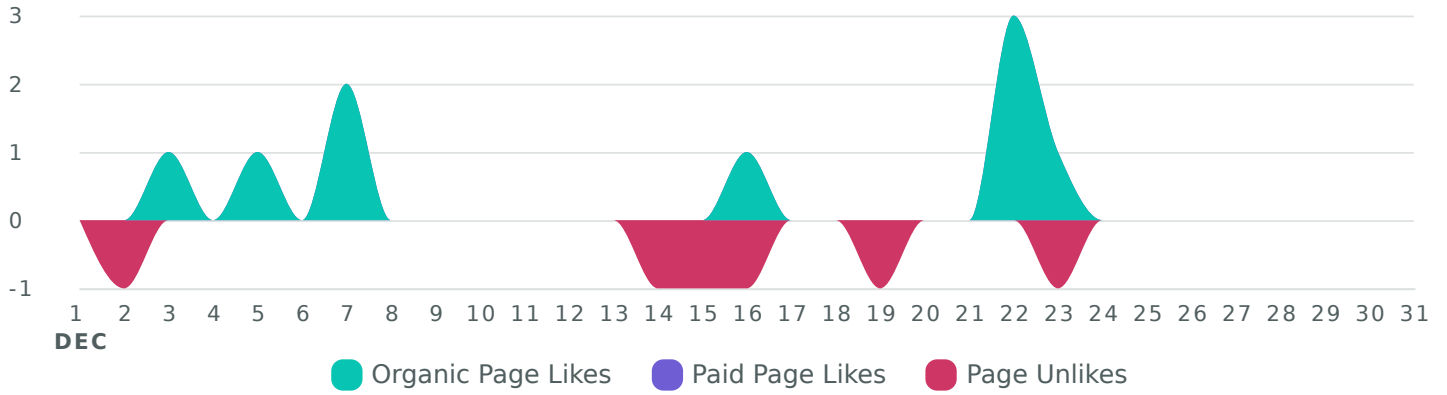
<p>Impressions</p> <p><b>114,399</b> ↘ 50.1%</p>	<p>Engagements</p> <p><b>859</b> ↗ 15.3%</p>	<p>Post Link Clicks</p> <p><b>146</b> ↘ 38.9%</p>
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### Facebook Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
Mission Springs Water District

Net Page Likes Breakdown, by Day



Audience Metrics	Totals	% Change
<b>Fans</b>	<b>1,085</b>	<b>↗10.1%</b>
<b>Net Page Likes</b>	<b>3</b>	<b>↗—</b>
Organic Page Likes	9	↗200%
Paid Page Likes	0	→0%
Page Unlikes	6	↗100%

### Facebook Top Posts

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

📌 Post
📌 Lifetime
📌 Mission Springs Water District

Descending by Lifetime Engagements




**📌 Mission Spring...**  
Wed 12/22/2021 2:36 p...

MSWD employees are proud to support our local community and Team Mom




<b>Total Engagements</b>	<b>154</b>
Reactions	<b>42</b>
Comments	<b>6</b>
Shares	<b>22</b>
Post Link Clicks	—
Other Post Clicks	<b>84</b>

⚡



**📌 Mission Spring...**  
Thu 12/16/2021 10:00 a...

**#Celebrate** Thank you to everyone who joined MSWD and our community at the



<b>Total Engagements</b>	<b>74</b>
Reactions	<b>23</b>
Comments	<b>4</b>
Shares	<b>2</b>
Post Link Clicks	—
Other Post Clicks	<b>45</b>

⚡



**📌 Mission Spring...**  
Sun 12/26/2021 2:50 pm...

News Release: MSWD Crews Make Emergency Repairs to Water Main Break Mission Springs Water District is making final repairs to correct a water main

<b>Total Engagements</b>	<b>56</b>
Reactions	<b>12</b>
Comments	<b>3</b>
Shares	<b>3</b>
Post Link Clicks	—
Other Post Clicks	<b>38</b>


⚡



## INSTAGRAM

### Instagram Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  missionspringswaterdistrict

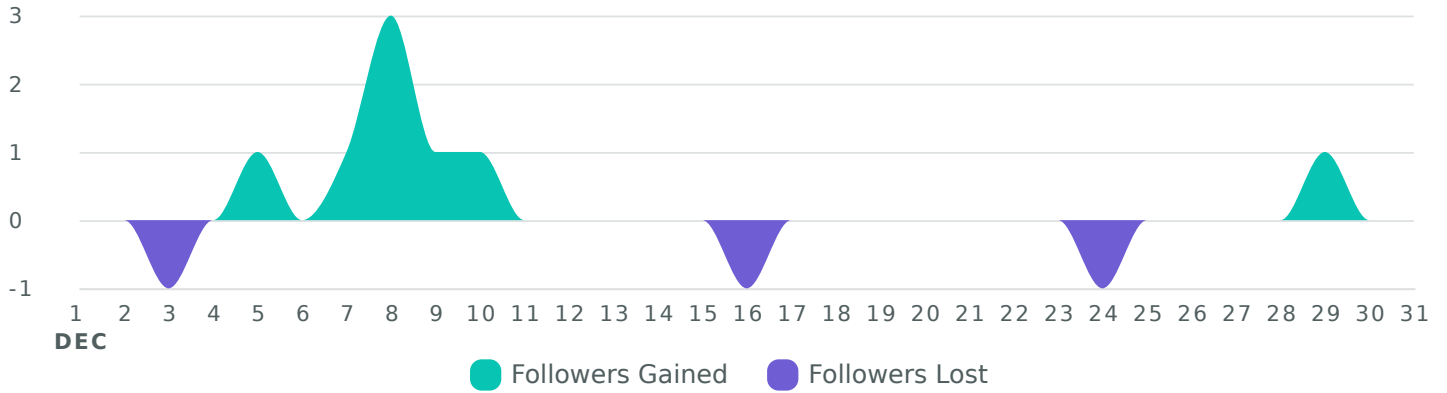
<p>Impressions</p> <p><b>14,673</b> ↗738.9%</p>	<p>Engagements</p> <p><b>95</b> ↘3.1%</p>	<p>Profile Actions</p> <p><b>0</b> ↘100%</p>
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## Instagram Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
missionspringswaterdistrict

Net Follower Growth Breakdown, by Day












Audience Metrics	Totals	% Change
<b>Followers</b>	<b>196</b>	<b>↗2.6%</b>
<b>Net Follower Growth</b>	<b>5</b>	<b>↗66.7%</b>
Followers Gained	8	↗60%
Followers Lost	3	↗50%

### Instagram Top Posts & Stories

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

📌 Post
📌 Lifetime
📷 missionspringswaterdistrict

Descending by Lifetime Engagements

MSWD Logo	Instagram Icon	missionspringswaterdistrict	Date	Caption	Image	Total Engagements	Likes	Comments	Saves
		missionspringswaterdistrict	Wed 12/1/2021 12:04 p...	New homes bring new customers! When buildings are constructed in our service...		10	10	0	0
		missionspringswaterdistrict	Wed 12/22/2021 2:36 p...	MSWD employees are proud to support our local community and Team Mom		9	9	0	0
		missionspringswaterdistrict	Wed 12/15/2021 1:10 p...	On this #WorkerWednesday, we want to highlight the team that recently replaced several...		8	8	0	0

### TWITTER

### Twitter Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  @MSWaterDistrict  All Twitter Post Types

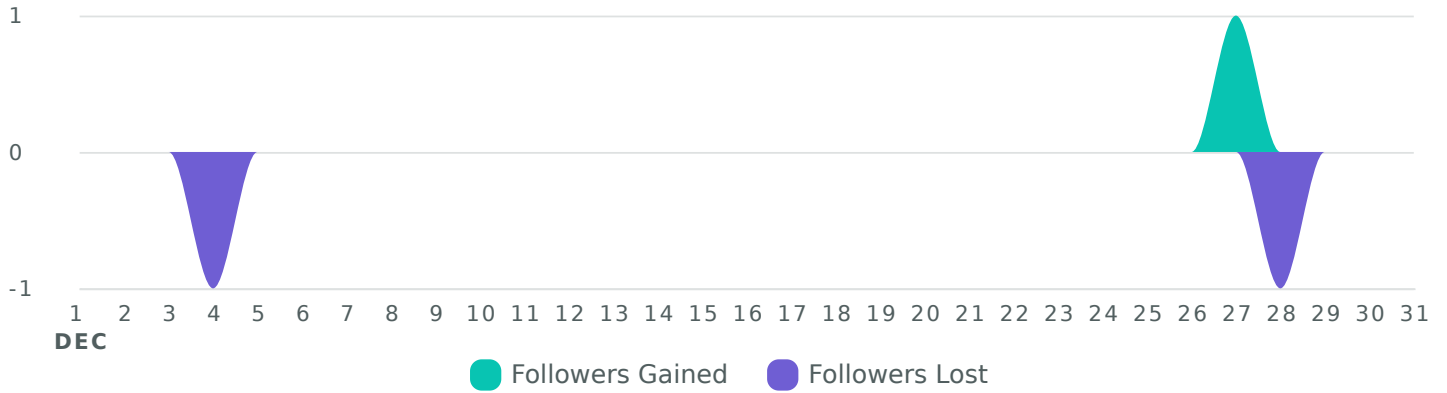
Impressions <b>208</b> ↘ 70.7%	Engagements <b>12</b> ↘ 7.7%	Post Link Clicks <b>0</b> → 0%
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### Twitter Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
@MSWaterDistrict
All Twitter Post Types

Net Follower Growth Breakdown, by Day






Audience Metrics	Totals	% Change
<b>Followers</b>	<b>78</b>	<b>↘1.3%</b>
<b>Net Follower Growth</b>	<b>-1</b>	<b>↘200%</b>
Followers Gained	1	→0%
Followers Lost	2	↗-
<b>Following</b>	<b>100</b>	<b>→0%</b>

### Twitter Top Posts

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

Post
Lifetime
@MSWaterDistrict
All Twitter Post Types

Descending by Lifetime Engagements

MSWD MSWaterDistrict	MSWD MSWaterDistrict	MSWD MSWaterDistrict
Mon 12/27/2021 9:27 p...	Mon 12/13/2021 8:20 p...	Fri 12/24/2021 3:00 pm ...
<p>Save water (and make that pile of laundry disappear a little faster) by only washing</p> 	<p>Give yourself the gift of clean pipes! Fats, Oils &amp; Grease (FOG) are like a lump of coal</p> 	<p>Happy Holidays! Our offices will be closed Friday, December 24, through Friday</p> 
<p><b>Total Engagements</b> 5</p> <hr/> <p>Likes 3</p> <hr/> <p>@Replies 0</p> <hr/> <p>Retweets 1</p> <hr/> <p>Post Link Clicks —</p> <hr/> <p>Other Post Clicks 1</p> <hr/> <p>Other Engagements 0</p>	<p><b>Total Engagements</b> 2</p> <hr/> <p>Likes 2</p> <hr/> <p>@Replies 0</p> <hr/> <p>Retweets 0</p> <hr/> <p>Post Link Clicks —</p> <hr/> <p>Other Post Clicks 0</p> <hr/> <p>Other Engagements 0</p>	<p><b>Total Engagements</b> 1</p> <hr/> <p>Likes 1</p> <hr/> <p>@Replies 0</p> <hr/> <p>Retweets 0</p> <hr/> <p>Post Link Clicks —</p> <hr/> <p>Other Post Clicks 0</p> <hr/> <p>Other Engagements 0</p>

## LINKEDIN

### LinkedIn Performance Summary

View your key profile performance metrics from the reporting period.

 Profile  Reporting Period  Mission Springs Water District

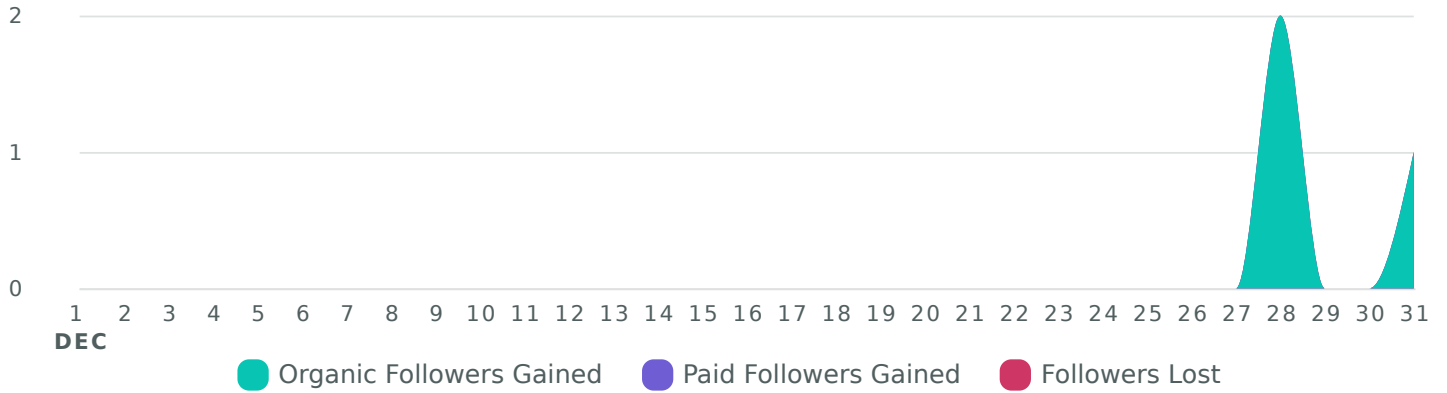
<p>Impressions</p> <p><b>302</b> ↘ 0.3%</p>	<p>Engagements</p> <p><b>30</b> ↗ 11.1%</p>	<p>Post Clicks (All)</p> <p><b>8</b> ↘ 42.9%</p>
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## LinkedIn Audience Growth

See how your audience grew during the reporting period.

Profile
Reporting Period
Mission Springs Water District

Net Follower Growth Breakdown, by Day



Audience Metrics	Totals	% Change
<b>Followers</b>	<b>77</b>	<b>↗4.1%</b>
<b>Net Follower Growth</b>	<b>3</b>	<b>↗—</b>
Organic Followers Gained	3	↗200%
Paid Followers Gained	0	→0%
Followers Lost	0	↘100%






### LinkedIn Top Posts

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

📌 Post
📌 Lifetime
in Mission Springs Water District

Descending by Lifetime Engagements

MS	in Mission Spring...	Date	Time
MS	in Mission Spring...	Sat 12/25/2021	3:26 pm ...
<p>Happy Holidays! Our offices will be closed Friday, December 24, through Friday</p> 			
<b>Total Engagements</b>		<b>9</b>	
Reactions		5	
Comments		0	
Shares		1	
Post Clicks (All)		3	
🗨️			
MS	in Mission Spring...	Fri 12/17/2021	7:10 pm ...
<p>Water plays an essential role in every aspect of our lives. Check out this video to see</p> 			
<b>Total Engagements</b>		<b>5</b>	
Reactions		3	
Comments		0	
Shares		1	
Post Clicks (All)		1	
🗨️			
MS	in Mission Spring...	Sun 12/19/2021	4:23 pm...
<p>This holiday season, we're helping customers with water conservation and some last-</p> 			
<b>Total Engagements</b>		<b>3</b>	
Reactions		1	
Comments		0	
Shares		2	
Post Clicks (All)		0	
🗨️			

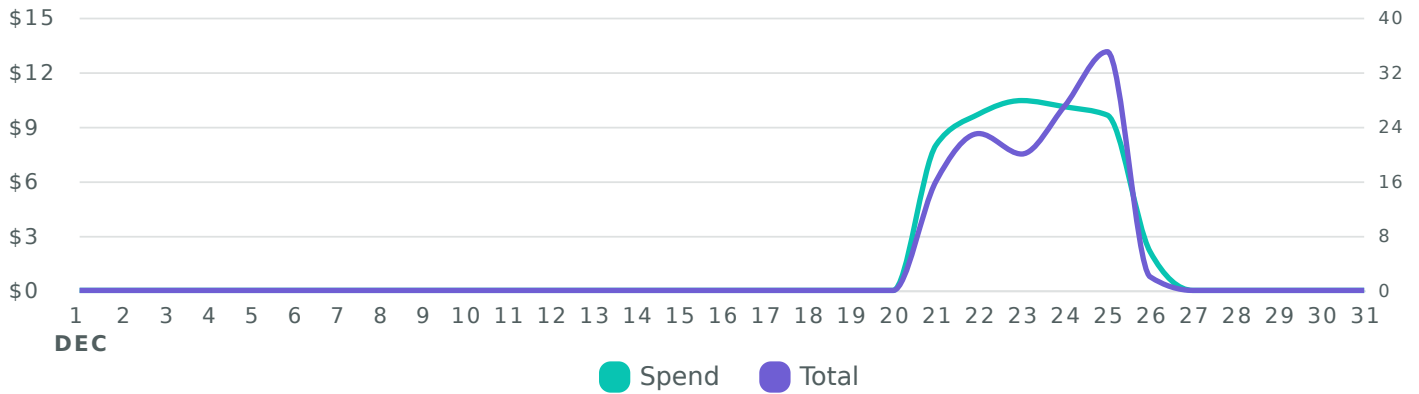
### SPONSORED POSTS

## Facebook & Instagram Paid Engagement

Visualize and analyze how people are engaging with your paid campaigns during the reporting period.

🇺🇸 Paid
📅 Reporting Period
🇺🇸 All Ad Accounts & Campaigns

Engagements, by Day



Engagement, by Engagement Type		Totals	% Change
<b>Total Engagements</b>		<b>123</b>	↘ 54.9%
Reactions	<div style="width: 26%; background-color: #c00040;"></div>	<b>32</b>	↘ 13.5%
Shares	<div style="width: 3%; background-color: #ffc000;"></div>	<b>4</b>	↗ 100%
Comments	<div style="width: 0%;"></div>	<b>0</b>	↘ 100%
Link Clicks	<div style="width: 64%; background-color: #e00080;"></div>	<b>79</b>	↘ 63.3%
Other	<div style="width: 6%; background-color: #808080;"></div>	<b>8</b>	↘ 55.6%

## Facebook & Instagram Paid Engagement

Visualize and analyze how people are engaging with your paid campaigns during the reporting period.

🇺🇸 Paid
📅 Reporting Period
📘 All Ad Accounts & Campaigns

Engagements, by Day

Engagement Metrics	Totals	% Change
CPE	<b>\$0.41</b>	<span style="color: green;">↗ 85%</span>
Engagement Rate (per Impression)	<b>4.4%</b>	<span style="color: grey;">↘ 2.8%</span>
Average Daily Engagements	<b>3.97</b>	<span style="color: grey;">↘ 54.9%</span>

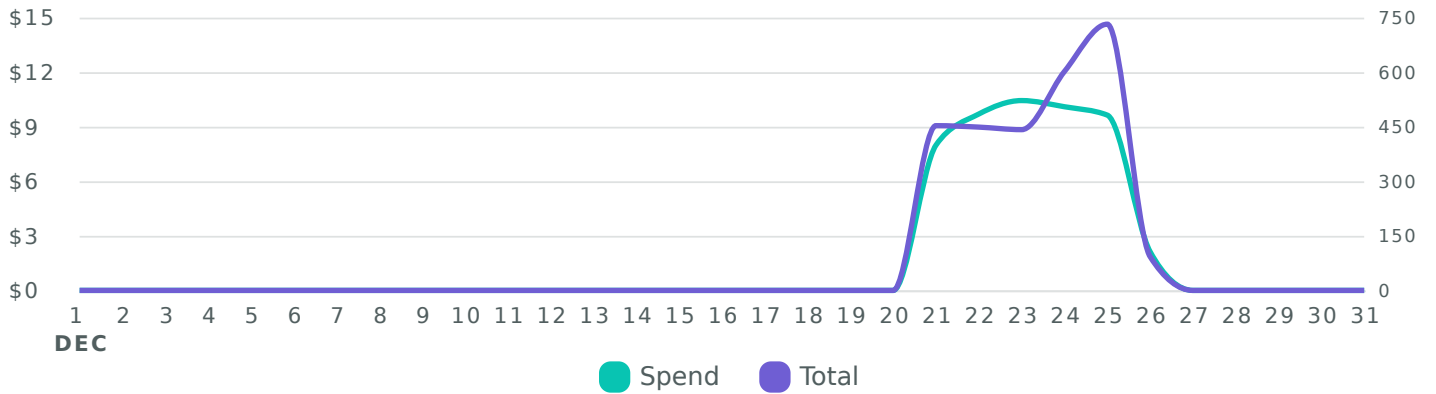
Campaign **Instagram post: Vegan Date Nog to spice up your...** received 1 engagement for every 2,252.85 impressions

### Facebook & Instagram Paid Impressions

Review how many times your content was seen by the targeted audience during the reporting period.

🇺🇸 Paid
📅 Reporting Period
🇺🇸 All Ad Accounts & Campaigns

Impressions, by Day



Impression Metrics	Totals	% Change
<b>Total Impressions</b>	<b>2,771</b>	↘ 53.7%

Impression Metrics	Totals	% Change
CPM	<b>\$18.04</b>	↗ 79.8%
Average Daily Impressions	<b>89.39</b>	↘ 53.7%