



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION AGENDA

Thursday, December 14, 2023 at 3:00 PM

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

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

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

JOIN ZOOM MEETING:

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

DIAL BY PHONE:

+1 (408) 638-0968

Meeting ID: 822 065 5340

ACTION MAY BE TAKEN ON ANY ITEM LISTED ON THIS AGENDA

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

EMPLOYEE RECOGNITION

7. HUMAN RESOURCES REPORT

ACTION ITEMS**8. ELECTION OF MSWD BOARD OFFICERS FOR 2024**

It is recommended to nominate and elect a President and Vice President for the 2024 year.

DISCUSSION ITEMS**9. MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE****10. CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE****11. CANNABIS PRETREATMENT PROGRAM DISCUSSION****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.

12. APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

November 16, 2023 - Study Session

November 20, 2023 - Board Meeting

November 21, 2023 - Strategic Planning Workshop #2

13. REGISTER OF DEMANDS

The register of demands totaling \$6,150,153.97

14. 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.

15. ORDINANCE 2023-01 ~ AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT (THE "DISTRICT"), ADOPTED PURSUANT TO THE PROVISIONS OF WATER CODE "20201 ET SEQ., PROVIDING FOR COMPENSATION OF DIRECTORS OF THE DISTRICT

It is recommended to waive the second reading and adopt Ordinance 2023-01 by title only, updating compensation for the Board of Directors pursuant to Water Code 20202 et seq.

16. 2023 BOARD OF DIRECTORS MEETING SCHEDULE**REPORTS****17. DIRECTOR'S REPORTS****18. GENERAL MANAGER'S REPORT**

Included in this report are the following oral reports:

- A. Finance Report
- B. Public Affairs Update

COMMENTS

19. DISTRICT COUNSEL COMMENTS

20. DIRECTOR COMMENTS

CLOSED SESSION

21. CONFERENCE WITH LABOR NEGOTIATOR

Pursuant to Govt Code 54957.6

Agency Designated Representative: President Russ Martin or his designee

Unrepresented Employee Position: General Manager

22. CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION

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

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

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

One Potential Case

24. REPORT ON ACTION TAKEN DURING CLOSED SESSION

25. ADJOURN

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

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

CERTIFICATION OF POSTING

I certify that on or before December 11, 2023, a copy of the foregoing notice was posted near the regular meeting place of the Board of Directors of Mission Springs Water District at least 72 hours in advance of the meeting (Government Code Section 54954.2).



Dori Petee
Executive Assistant

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETINGS
MEETING DATE(S): DECEMBER 14 & 18, 2023
FROM: ORIANA HOFFERT-HUMAN
RESOURCES MANAGER



HUMAN RESOURCES REPORT

PERSONNEL ACTIVITY FOR THE PERIOD NOVEMBER 1-30, 2023

NEW HIRES

None

ANNIVERSARIES

| | | |
|--------------|--------------------------|---------|
| Amanda Lucas | Administrative Assistant | 7 Years |
|--------------|--------------------------|---------|

PROMOTIONS

None

CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS

None

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING(S)

MEETING DATE(S): DECEMBER 14 & 18, 2023

FROM: DORI PETEE – EXECUTIVE ASSISTANT

FOR: ACTION X DIRECTION _____



INFORMATION _____

ELECTION OF MSWD BOARD OFFICERS FOR 2024

STAFF RECOMMENDATION

Proceed with the election of officers in the following order:

- President
- Vice President

SUMMARY

At the Regular December Board meeting of each year, a new President and Vice President are elected for the coming year.

At the pleasure of the sitting President, the Clerk/Secretary may be asked to facilitate the process of calling for nominations. There is no second required for a given nomination.

After all nominations are received, the secretary will take a roll call vote for each name put forth in turn. The President will be indicated by the highest number of votes, but not less than a majority.

After the President is elected, he/she will then commence with or cause the Secretary to commence with the election of Vice President in the same manner.

Newly elected positions will take effect January 1, 2024.

ANALYSIS

The duties of the President is identified in In the CA Water Code, Section 30578, and Vice President duties are outlined in the MSWD Board Handbook, Section 5 (attached).

FISCAL IMPACT

No fiscal impact

ATTACHMENTS

- MSWD Board Handbook
- Election of Chair procedure

Election of President & Vice President

The members of the board are of equal status and there is no requirement to have been a board member a certain amount of time prior to election.

Procedure:

Each member has the right to nominate another member. No second is required for a nomination. Begin with the office of the President.

Elections proceed by voting on candidates in the order in which they were nominated. Members first vote on the election of the first nominee. If that person does not receive a majority vote, then a vote is taken on the second member nominated, and so on, until a member receives a majority vote. A vote is not taken on the remaining nominees, since the position is filled.

Example: Mr. A: "I nominate Mr. D. for the office of president". The presiding officer asks, "Are there further nominations for the office of president?" If there are none then the presiding officer calls for the vote, "All those in favor of Mr. D serving as president of this board say "aye", those opposed say "no." "Mr. D has received a majority vote and is elected as president of the board".

If there is more than one nominee for this office then the following is done:

Mr. A, "I nominate Mr. D for the office of president". Mr. B., "I nominate Ms. E for the office of president". The presiding officer asks, "Are there further nominations for the office of president?" If none, the presiding officer proceeds, "Mr. D and Ms. E are nominated for the office of president. "All those in favor of Mr. D raise your hands (count)." If Mr. D gets a majority vote then the election is over. If Mr. D does not receive a majority vote then the presiding officer calls for the vote for Ms. E, "All those in favor of Ms. E raise your hands (count). If she receives a majority vote then she is elected as chairman. If there is a tie vote then the voting continues until one of the other gets a majority vote or one of the nominees withdraws.

This procedure continues with each office.



Mission Springs Water District
Board of Directors Handbook

Adopted by Resolution No. 2020-02

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SECTION 1 - INTRODUCTION

Our democratic form of government requires that public officials be impartial, independent, and responsible to the people they represent, and that government decisions and policies are made through proper channels of government structure; that public office not be used for personal gain; and that the public has confidence in the integrity of its government. This Board of Directors Handbook (“Board Handbook”) is intended to establish ethical standards of conduct for the Board of Directors of the Mission Springs Water District (“District”), by confirming the Board of Directors commitment to transparency; setting forth those acts or actions that are incompatible with the best interest of the District and the public: ensuring disclosure by the District’s elected and appointed officials of private financial or other interests in matters affecting the District; and ensuring compliance with applicable laws. The provisions and purpose of this Board Handbook are deemed by the Board of Directors (“Directors”) to be in the best interest of the District, and the standards established herein are intended to supplement and be cumulative to all applicable state and federal laws, policies and regulations otherwise applicable to the District and its elected and appointed officials. The policies and procedures set forth in this Board Handbook are intended to supplement, without preempting, existing state and federal laws.

The elected and appointed officials of the District, including the Board of Directors and the General Manager, hold office for the benefit of the public and are bound to uphold the Constitution and laws of the United States and the state of California, and to foster respect for all levels of government. They are bound to observe both the letter and the spirit of the law in their official acts, with the highest standards of morality, integrity and honesty, and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach at all times.

The development of the Board Handbook represents the commitment of the Mission Springs Water District Board of Directors to the development of specific best practice performance criteria essential to their role as elected public officials. This commitment also extends to the General Manager. This Board Handbook is considered a ‘living document’ and as such can be amended or modified at the discretion of the Board of Directors.

SECTION 2 – EXECUTIVE SUMMARY

The District’s core values of Professionalism, Accountability, Respect, Integrity, Servant Attitude, Excellence, and Stewardship serve as the foundation for development of this Handbook. These core values, along with specific criteria related to the performance of public officials, were used in identifying the appropriate Best Practices for members of the Board and the General Manager. An annual review of the approved and adopted best practices outlined in the Board Handbook would serve as a continual reminder of the Board’s role in policy governance and principles of behavior as a “Best of Class” water agency. The document will also serve as a valuable tool in the orientation and education of new Board members and staff in the future.

Section 2.01 - Board Best Practices

- Ethical standards and accountable leadership
- Public confidence and integrity
- Compliance with the letter and spirit of existing laws and policies
- Dedication to superior service
- Personalized standards of conduct

SECTION 3 – CULTURE: VISION AND CORE VALUES

The Board and the General Manager understand the importance and value of a positive and constructive culture to the overall performance of the District. This culture in large part is a product of the District's goal of performing as a "Best of Class" public agency, individually and corporately. Whether in the capacity of an elected or appointed Director, or as an employee of the District, our primary responsibility is to serve the District's customers.

Section 3.01 –Vision

The Board has adopted vision to guide the planning and application of policies and procedures, including the development of the best governance or management practices identified in this Board Handbook. It is the responsibility of each Board member and the General Manager to know, understand, and carry out the vision and its objectives within their respective capacities. The vision falls under the following categories:

- MSWD is a leader and innovator in the water industry.
- MSWD Employees are highly qualified, innovative and continuously functioning at the highest levels of teamwork and performance excellence.
- MSWD maintains a culture of responsibility while providing the highest levels of customer service.
- MSWD has the foresight to anticipate the future and is adaptable and resilient to overcome any challenge it faces.

Section 3.02 – Core Values

The District has approved core values that represent performance standards and expectations for the Board members and staff. These core values are descriptive of the District's culture.

Professionalism – MSWD employees conduct themselves with professionalism. Professionalism describes the standards of conduct, performance, knowledge and skill necessary to perform our specific role within the organization.

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

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

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

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

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

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

SECTION 4 – AUTHORITY, ROLE OF THE BOARD OF DIRECTORS AND GENERAL GUIDELINES

Section 4.01 - Authority

The District is an independent public agency, which provides water service to the land and inhabitants within its boundaries. The District operates under the authority of the County Water District Law, Division 12 of the California Water Code, commencing with Section 30000. The District is governed by an elected Board of Directors (“Board”) which has the authority to oversee the business and affairs of the District. The Board is authorized to delegate some of those powers. The Board has the power to employ and set terms and conditions for employment of the General Manager, who in turn has been delegated management authority over District employees.

In order for the Board to function in an effective manner, it is important that Directors understand their respective roles and relationship to other members of the Board and to staff. This also requires an understanding of the performance expectations necessary to carry out the duties of a Board member.

The officers of the Board consist of the President and Vice-President. The General Manager of the District also serves as the Secretary of the Board. Officers of the District are appointed by the Board annually or as otherwise may be determined by the Board.

Section 4.02 – Responsibilities of Office

Elected officials and appointed officials hold office for the benefit of the public and are bound to uphold the Constitution and laws of the United States and the State of California, and local public laws, and to foster respect for all levels of government. They are bound to observe and comply with both the letter and the spirit of the law in their official acts, the highest standards of morality and honesty and to discharge faithfully the duties of their office regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach at all times. Signed copies of the Oath of Office taken by each Board Member and the General Manager are included in the Board of Directors Handbook.

District officials should never exceed their authority, violate the law or ask others to do so. They should work in full cooperation with other public officials and employees unless prohibited from doing so by law or by legally required or recommended confidentiality of their responsibilities or work.

As State law requires, no one who holds office, or who is seeking election or appointment to any office or employment with the District shall, directly or indirectly, use, promise, threaten, or attempt to use, any office, authority, or influence, whether then possessed or merely anticipated, to confer upon or secure for any person, or to aid or obstruct any person in securing, or to prevent any person from securing, any position, nomination, confirmation, promotion, or change in compensation or position, within the State or the District, upon consideration or condition that the vote or political influence or action of such person or another shall be given or used on behalf of, or withheld from, any candidate, officer, or party, or upon any other corrupt condition of consideration. This prohibition shall apply to urging or discouraging an individual employee's action inconsistent with the policies established herein, or the employee's terms or conditions of employment or the law.

Section 4.03 – Role of the Board

The primary role of the Board of Directors is to establish policies that guide and direct activities of the District in fulfilling its mission. The decisions and actions of the Board constitute the "policy or action" of the Board and shall recognize the actions of the Board even when there may be opinions that differ from the majority opinion or action.

The Board has three (3) major responsibilities:

1. Promote the best interests of the District's customers by establishing policies that support the Board's vision and core values for the District and by ensuring the implementation of those policies. Policies include the governing principles, plans, and approved actions of the organization. Policy-making is the process of visionary planning and should reflect the broadest possible principles and provide parameters within which staff can operate. Policy-making sets the overall direction for the District.
2. Assure the fiscal health of the District. The Board establishes policies that ensure fiscal stability and the effective use of funds. In order to achieve this, each fiscal year the Board adopts a budget covering the anticipated revenues and expenditures of the District. Additionally, the Board annually adopts and monitors cash reserves and investment policies.
3. Hire a General Manager to manage the day-to-day operations of the District. The Board holds the General Manager accountable for the effective operational management of the District. It also has a responsibility to properly evaluate the General Manager on an annual basis.

Section 4.04 – Best Practices General Guidelines

1. The Board of Directors provides policy direction and leadership for the District.
2. The Board is responsible for ensuring that the District is an innovative and well-managed agency.
3. The Board exercises authority only as the governing body of the District, and not as individuals.
4. The Board understands and provides leadership in regional, state and national issues affecting the operation and management of the District. The General Manager supports the Board as needed or required.
5. The Board respects the role of constituents in the governance of the District, encourages their participation and consults with key stakeholders when and where appropriate.
6. The Board recognizes and respects the distinctions between its policy-setting role and the day-to-day implementation of Board policy by staff. The Board does not direct the activities of staff, and communicates issues or concerns through the General Manager.
7. Board members are official representatives of the District and represent the District in various community and water industry events.
8. Board members model the highest levels of ethical and professional behavior as public officials and representatives of the District.
9. Board members maintain a high level of communication with the General Manager and notify the General Manager of their availability or unavailability in a timely manner.
Board members inform the General Manager of any specific information related to the District's business that they want to receive from outside agencies or organizations, and are provided such information in a timely manner.
10. Board members may request information from the General Manager. The General Manager shall advise the Board if the requested information should be placed on the Board meeting agenda or the appropriate committee agenda to effect a policy change, or approve an expenditure of public funds.

SECTION 5 – ROLE AND RESPONSIBILITY OF THE PRESIDENT AND VICE-PRESIDENT OF THE BOARD OF DIRECTORS

Section 5.01 - President of the Board

1. The President of the Board of Directors is selected annually, at the end of the calendar year, by a majority vote of the Board, unless otherwise modified by the Board.
2. The President is the head of the Board.
3. The President chairs the meetings of the Board, calls the meeting to order, presides over Board meetings, including the conduct of the Board and those in attendance, entertains and repeats motions properly before the Board, puts motions to a vote, and announces the results of votes taken by the Board.
4. The President votes with the Board members.
5. Each President's individual style is unique. Diversity is encouraged.
6. The President acts as the ceremonial head or representative of the District at various civic functions. In his/her absence, the Vice-President or other shall fulfill the President's role. If both the Board President and Vice President are unavailable, the Board President may designate a Board Member to represent the District.
7. The President is the designated spokesperson for the Board to the general public. The President may elect to appoint one of the other Board members to serve in this capacity.
8. The President acts as the signatory on all documents requiring execution by the Board.
9. The President is responsible for making appointments to Ad Hoc Board Committees and terminates the role and function of Ad Hoc committees as necessary.
10. To the extent possible, the President advises the Board of any formal or informal communication and correspondence sent or received by the President, regarding District business.
11. The President regularly communicates with the General Manager and keeps other Board members fully informed on matters of District business at the next Board Meeting in compliance with the Brown Act.
12. The President provides guidance to the Board fairly and impartially in the conduct of official business before the Board of Directors.
13. The President personally addresses issues which may rise between and among members of the Board. Individual Directors or the General Manager may inform the President of any issue or concern brought to their attention related to the performance of any other member of the Board.
14. The President is responsible for ensuring decorum at Board meetings and that they are conducted in an orderly, professional and respectful manor.

Section 5.02 - Vice-President of the Board

1. The Vice-President of the Board of Directors is selected annually at the end of the calendar year, by a majority vote of the Board, unless otherwise modified by the Board.
2. The Vice-President has no rights or authority different from any other member of the Board.

3. In the event the position of the President is vacated prior to the expiration of the term, the Vice-President becomes the President for the remaining term, unless otherwise directed by the Board.
4. In the event of an early vacancy in the position of Vice-President, the Board determines, by vote, a replacement for the remaining term.
5. The Vice-President serves in the capacity of the President of the Board of Directors, pro tem, in his/her absence.

SECTION 6 – PRINCIPLES OF BEHAVIOR AND PERFORMANCE EXPECTATIONS OF THE BOARD OF DIRECTORS

Section 6.01 – Principles of Behavior and Performance Expectations

1. The Board and the General Manager act as a participatory team with respect to all of the District's functions. It is critical that Board members maintain informal and professional relationships with one another, and with the General Manager.
2. The Board values a visionary, constructive, high-energy work environment, and the District, and its constituents benefit from that environment.
3. Board members are representatives of the District's culture and core values at all times. As ambassadors, they lead by example in their interactions with one another and members of the public, and their behavior should be representative of the organization's values.
4. The Board values open and honest communication, with open agendas. Board members communicate concerns and address those concerns, including controversial issues, in a timely, professional and appropriate manner in order to maintain a constructive functional relationship.
5. Board members are knowledgeable and supportive of District policies and procedures, including rules and regulations governing communications among Board members, which include electronic, written and verbal communications.
6. The Board works for the common good of its customers and stakeholders and not for any private or personal interest. Board members are trained and knowledgeable of conflict of interest requirements for holding public office. The Board receives regular training on conflicts of interest and their financial interest reporting requirements under state law.
7. Board members always come to Board meetings prepared and are responsible for initiating resolutions. The Board and General Manager observe the "no surprises rule." Issues are not used to surprise, embarrass or unduly draw attention to individual agendas or issues. The General Manager shall inform the Board President (and legal counsel where appropriate) of important issues that arise after the posting of the agenda.
8. Board members practice continued professional development in their role as Directors of the District.
9. Board members are respectful and considerate of each other, the General Manager and the District's staff, as well as Board traditions. Every effort will be taken to foster a professional working relationship and refrain from personal attacks against one another and staff. This cooperative and respectful

relationship extends to behaviors and actions by Board members within the community and away from an official public function or meeting.

10. Board members should never exceed their authority or breach the law or ask others to do so.
11. Board members conduct themselves in a professional manner modeling and enforcing the values of the organization as a “best of class” agency.

SECTION 7 – BOARD OF DIRECTORS’ INTERACTION AND COMMUNICATION

Section 7.01 – Board Member Interaction

1. Board members maintain informal and professional relationships with each other.
2. Board members will direct comments to the merits of issues and items before them through the Board President, while refraining from personal attacks against other Board Members, the General Manager, members of the public and District staff. If a Board member has a grievance with another Board member, he/she should first discuss it privately with that person. This should always be done in compliance with the Brown Act. If the matter is unresolved, the Board member should go to the General Manager and the General Manager shall work with Legal Counsel informally in an attempt to resolve the matter.
3. Board members are representatives of the District’s culture and core values at all times, and lead by example in their interactions with others. Board Members should be accurate and truthful in their communications with other members of the Board, the General Manager and the Public.
4. Board members are responsible for being familiar with and knowledgeable of the District’s travel and expense reporting policies for Board members. All expenses, travel, meals and meetings attended by Board members at District expense should be for District benefit and accurately reported when reimbursement is sought.
5. When attending meetings or conferences, Board members are ambassadors and representatives of the District and should conduct themselves professionally.
6. Board members shall not request the use of, use or permit others to use District-owned vehicles, equipment, materials, personnel or property for personal convenience or profit, except when such services are available to the public generally, or provided as a District policy for use of such official in the conduct of official business or otherwise as set by District policy.
7. Board members are aware of the rules governing communication among themselves and others in compliance with the California Open Meetings Law (also known as the Brown Act). This includes communications by electronic, written and verbal means and methods, and through an intermediary. Board members receive regular training regarding the requirements of the Brown Act, the Political Reform Act (conflict of interest laws), and the Public Records Act.
8. Board members shall be fair, accurate, and truthful when communicating with the general public and using social media regarding District issues, activities, and business.
9. Board members function as a team to further the interests of the District and the members of the public it serves.

SECTION 8 – ROLE OF THE GENERAL MANAGER, BOARD INTERACTION WITH STAFF, AND ROLE OF DISTRICT LEGAL COUNSEL

Section 8.01 - Role of the General Manager

One of the most important decisions the Board of Directors makes is the selection of a General Manager. The Board must be able to support the decisions of the General Manager and grant him/her the authority to manage and lead the District. The General Manager is the only employee and agent of the Board, and the individual to whom the Board delegates its authority to manage and administer the District's daily operations in accordance with policies approved by the Board. This position is important because to be successful, the District requires leadership and vision from its General Manager. The General Manager has two primary roles: as chief executive officer charged with the administration of the District's business, and as advisor or counselor to the Board on matters related to the fulfillment of their duties. The General Manager represents the District to its many constituencies.

The success of the relationship between the Board of Directors and the General Manager depends on a shared sense of purpose or vision, open and honest communication, and mutual support for their respective roles. Both parties must also understand that the relationship itself is paradoxical, with inherent tensions. The General Manager is charged with carrying out Board policy directives, and at the same time, looks to the Board for guidance and leadership.

It is the General Manager's responsibility to ensure that the Board members have the information needed to make informed decisions. The General Manager promptly alerts Board Members to problems and issues to prevent surprises or misinformation. Board members expect the General Manager to make recommendations on issues before the Board.

Section 8.02 - Board Interaction with the General Manager

1. The General Manager recommends annual goals, which are approved by the Board of Directors as a part of the General Manager performance review process.
2. The Board provides the General Manager with constructive feedback on his/her performance annually, in a written evaluation.
3. Board members are encouraged to contact the General Manager about any subject related to the operations of the District. Similarly, the General Manager may discuss District-related issues with any Board member, in compliance with the Brown Act.
4. The Board's concerns regarding overall District operations, specific issues or problems with District staff are addressed through the General Manager.
5. The General Manager is charged with handling internal District matters, including matters regarding District personnel.
6. Allegations against the General Manager shall be directed to Legal Counsel for further action.
7. The General Manager keeps the Board apprised of matters affecting the District.

8. Board members are encouraged to advise the General Manager or his designate when they will be unavailable to carry out their duties as Directors, or out of town.

Section 8.03 - Board Interaction with Staff

Board members shall not direct staff to take or refrain from taking a particular action related to District operations. Requests for staff time or assistance are made only through the General Manager.

Conducting the business of the District at official meetings of the Board should be done efficiently and professionally. Board members are encouraged to make every effort to contact the General Manager prior to a board meeting regarding questions related to agenda items so that the General Manager can provide the most accurate and prepared response.

Section 8.04 - Role of District's Legal Counsel

1. The District's legal counsel (Legal Counsel) represents the District as an entity and works in collaboration with the Board and General Manager, but does not represent individual Board members or the General Manager.
2. Legal Counsel's primary day-to-day point of contact is the General Manager.
3. Legal Counsel, as needed, consults with the Board and the General Manager on items of concern related to any facet of District operations.
4. Legal Counsel reviews all Board agendas, and is present in closed sessions where litigation and/or District liability will be discussed.
5. When it is in the best interests of the District to retain specialized legal advice in addition to that provided by the District's Legal Counsel, the General Manager and Legal Counsel will coordinate and oversee the special counsel work as appropriate.
6. Legal Counsel is pro-active in informing and protecting the District and the Board from any potential violations and conflicts that may arise in the performance of their duties. Board members should contact Legal Counsel in advance of meetings to discuss any legal concerns or seek advice regarding conflict of interest issues.

SECTION 9 – CUSTOMER AND PUBLIC COMMUNICATIONS

Section 9.01 – Customer Communications

1. Board members represent the District and its customers in a manner that best reflects the professional standards, values and mission of the District.
2. Customer concerns and inquiries, including those generated through social media or electronic format, are referred to the General Manager or his/her designated staff member.
3. The General Manager will provide the Board with a written or verbal report of customer concerns or inquiries that cannot be handled routinely, along with any response made by staff to the concern or inquiry.
4. Customer inquiries at official meetings of the Board should be directed by the Board President to the General Manager for response.
5. The Board is informed by the General Manager of significant, sensitive, urgent and/or repetitive communication inquiries. The General Manager will oversee any appropriate recommended follow-up and response.
6. Board members refer responses and inquiries regarding customer concerns to the General Manager.
7. Information or an action that may have the potential to expose the District to liability and possible legal action will be shared with the General Manager and legal counsel followed by the Board at a noticed, closed session meeting of the Board of Directors.

SECTION 10 – CONDUCT OF MEETINGS OF THE BOARD OF DIRECTORS

Section 10.01 – General Guidelines for Conduct of Board Meetings – Rosenberg’s Rules of Order

1. All noticed meetings are conducted using Rosenberg’s Rules of Order (“Rosenberg’s Rules”) as a procedural guideline. Rosenberg’s Rules are intended to provide for constructive and efficient conduct of meetings.
2. Meetings of the Board are called, posted and conducted in accordance with the Open Meetings Law (“Brown Act”). A quorum of the Board must be present for a meeting to be held or decisions made.
3. The General Manager is responsible for setting the agenda for all Board meetings, in consultation with the Board President and Legal Counsel. Any Director may request that an item be placed on the agenda by request to the General Manager and President of the Board. Where appropriate, a requested item may be referred By the General Manager or Board President to a Board committee for study, review, decision or referral to the Board for determination.
4. The General Manager confers with the President of the Board regarding, and reviews agendas for upcoming meetings, prior to posting.
5. The General Manager informs the Board of significant items that will be placed on future agendas for Board consideration and/or decision.

6. Directors should refrain from responding directly to public comments at meetings of the Board. The Board President will refer matters raised by public comments to the General Manager for follow-up, as appropriate. Directors may briefly ask clarifying questions. Occasionally, a prompt response may be offered when an obvious answer or resolution is available, provided this is done in compliance with the Brown Act. Directors should refrain from debating or making decisions in response to public comments.
7. The President of the Board presides at all meetings, and decides all points of order and procedure during meetings. The President is responsible for the maintenance of order and decorum at all Board meetings. No person should be allowed to speak who has not first been recognized by the President. All questions and remarks should be addressed to the President as the presiding officer. No member of the Board should speak more than once upon any one subject until every other member of the Board wishing to speak on the subject shall have been given the opportunity to speak. No Board member shall interfere with the orderly progress of a Board meeting. The President will entertain a motion on any item on the Board agenda. Members of the public shall be given three minutes to speak on agenda items. In order to ensure the orderly progress of Board meetings, the Board President regulates the amount of time to be dedicated to a particular agenda item.
8. Each Director may be allowed to make technical points or ask clarifying questions prior to the making of a motion.
9. A roll call vote on any item may be requested by a Director, at the discretion of the President. The results of the roll call vote shall be recorded in the minutes of the action taken. Roll call votes are encouraged in connection with resolutions, ordinances and action after a public hearing.
10. The Board works diligently to achieve a common understanding of all action items. At the request of a Director, and the discretion of the President, an item on which unanimity may not be achieved may be referred to a committee to consider a resolution of the issue prior to a vote.
11. Once an agenda item has been approved by the Board of Directors, the disposition is considered the "action" of the Board, recognized by the individual members as the decision of the District. Board members shall at all times respect the will of the majority on matters properly before and acted upon by the Board.

Section 10.02 - Consent Agenda

1. The District utilizes a Consent Agenda to approve routine business matters, such as minutes, operational production reports, project status reports, cash reports and approval of previously approved budgetary items.
2. If a Director has a question on a Consent Agenda item, he/she is encouraged to contact the General Manager for clarification prior to the meeting, rather than having it pulled for separate discussion during the meeting.
3. Items may be pulled from the Consent Agenda for a separate vote, upon approval of the President of the Board. The balance of the Consent Agenda shall be voted on prior to consideration of any item pulled for separate vote.

Section 10.03 - Closed Session

All Closed Session discussions and materials are considered legal and confidential information, and as such, shall not be shared or distributed outside the Closed Session unless reportable action has been taken, in which case Legal Counsel will make any required report of action taken, in open session. All Closed Sessions are conducted in accordance with the Brown Act. Documents shared in closed session shall not to be distributed or disclosed outside of Closed Session without clear authorization from Legal Counsel and the General Manager. This prohibition applies also to disclosure of confidential information to representatives of other agencies and/or the media.

Closed Sessions may be held at times other than the regular meetings of the Board of Directors so long as the meeting is posted pursuant to all applicable requirements of the Brown Act.

A Board Member should refer requests for information regarding Closed Session items to the General Manager who, in consultation with Legal Counsel, will provide an appropriate response.

SECTION 11 – ROLES AND RESPONSIBILITY OF STANDING COMMITTEES AND SPECIAL COMMITTEES

Section 11.01 – Role and Responsibility of Committees

1. Committees of the Board of Directors, including Standing and Ad Hoc Committees, are given authority to obtain more information, investigate, and provide reports or recommendations to the full Board. The committee format allows the Board to conduct its business more efficiently.
2. Standing Committees are established, and may be renamed or have their functions changed or terminated, by the Board. Standing Committees consist of two Board members, one of whom may be appointed as the Committee Chair. Standing Committee meetings are open to the public and subject to provisions of the Brown Act. Other Board members may attend Standing Committee meetings, but may not participate in the meetings.
3. Staff, at the direction of the General Manager, may provide support for Standing Committees by preparing agendas, staff reports, distributing materials, and performing other administrative functions as directed and approved by the General Manager. Standing Committee members may request staff assistance only through the General Manager.
4. Ad Hoc Committees are established for a limited purpose and duration, usually to review and report to the Board on an item of special but limited interest. Members of Ad Hoc Committees are appointed and serve at the pleasure of the President of the Board, and their terms expire upon completion of the project or issue for which the Committee was formed or at the recommendation of the Board President.
5. Copies of Committee agendas are made available to the entire Board. If members of Committee are in disagreement on a recommendation, the issue may be brought to the full Board for consideration.

SECTION 12 – COMPLAINT RESOLUTION PROCEDURES

Section 12.01 – General Guidelines for Complaint Resolution Procedures

The Board Handbook establishes standards of performance and expectations for governance for members of the Board of Directors. The District's core values of Professionalism, Accountability, Respect, Integrity, Servant Attitude, Excellence, and Stewardship define the performance expectations for Board members and staff. As adopted, the Board Handbook is the policy of the Board related to the standards and performance expectations contained therein.

It is intended that the standards of conduct established in this Board Handbook be self-enforcing by the Board and its members. However, the Board recognizes that there may be instances where even after receiving guidance and counsel to resolve unintentional (or intentional) violation, a party may continue to violate the provisions hereof, or an individual's repeated or egregious disregard and conscious intent to violate the agreed-upon standards of conduct are clearly demonstrated. In those cases, sanctions may apply and would occur in a public meeting. In the event that members of the Board breach this policy or any other applicable state, local or federal law, they may be subject to sanction or disciplinary action by the Board as outlined below.

Section 12.02 - Informal Sanction – Admonishment

Admonishment is the least severe form of sanction or disciplinary action. A verbal or written admonishment may be directed to a Board member, reminding him or her that a particular type of behavior is in violation of this Board Handbook, District policy or law, and that, if it is found to have occurred, or is repeated, could subject the Board member to censure, the most severe disciplinary action.

An admonishment may be issued in response to a particular alleged action or actions. An admonishment may be issued by the Board prior to any findings of fact regarding allegations, and because it is a warning or reminder, would not necessarily require an investigation or separate hearings to determine whether the allegations are true.

An admonishment should be directed to a particular member or members of the Board based on a particular action (or set of actions) that has been determined by the Board to be in violation of District policy or law but is considered by the Board to not be sufficiently serious to require censure or other form of disciplinary action.

An admonishment may be issued upon the Board's review and consideration of a written or verbal allegation of a Handbook or policy violation. The member accused of such violation shall be entitled to notice of the allegation and will have an opportunity to provide a written or verbal response to the allegation prior to any action by the Board. A sanction may be issued by the Board of Directors and because it is not punishment or discipline, would not necessarily require an investigation or separate hearings.

Section 12.03 - Formal Sanction or Censure

Before the imposition of any formal sanction, the accused shall be entitled to a formal investigation, notice of the allegation, and opportunity to respond.

Section 12.04 - Investigative Process

All complaints regarding Board member conduct shall be filed with the General Manager. Once the complaint is filed, the General Manager shall convene a meeting with the complainant, accused, and the District's Legal Counsel. Each allegation shall be considered in a manner that is fair to all parties involved in the allegation(s), ensuring that due process is respected and provided. This will include allowing all members of the Board named in the allegation(s) an opportunity to consider and respond to the allegation(s).

If the General Manager and Board President determines that it is warranted, the complaint may be referred to the appropriate enforcement authority or authorities for investigation. If the complaint has merit, a report of the findings along with the accused individual's defense is presented to the Board of Directors for majority action. If there is no merit, the matter is disposed of.

When the Board of Directors decides, based on findings of the investigation and the accused individual's defense, that a violation has occurred, the Board may decide, by resolution, take the further disciplinary action including censure.

Section 12.05 – Censure

Censure is the most severe form of action contemplated in this Board Handbook. Censure is a formal statement of the Board of Directors officially reprimanding one or more of its members. It is punitive action, which serves as a penalty imposed for wrongdoing, but it carries no fine or suspension of the rights of the Board member as an elected official. Censure should be used only where the Board of Directors has determined that the violation of policy is a serious offense.

Any member of the Board of Directors who fails to comply with the terms of this Handbook, a Board or District policy or any applicable law or regulation is subject to censure by a majority vote of the Board. Censure by a majority vote of the Board may include revocation of appointment(s) to Standing Committees, Ad Hoc Committees or outside organizations. Examples of other punitive action that may be considered with censure include, but are not limited to, the following: issuance of an official letter of censure or reprimand, including denial of paid attendance at and travel to and from said functions or events not considered necessary to the censured Director's role as an elected official. The Board of Directors reserves the right to establish an ad hoc committee to: (1) investigate and review allegations of unethical conduct, unlawful conduct or conduct that violates the terms of this Handbook, a Board or District policy or any applicable law or regulation; and (2) make recommendations to the full Board for censure and/or discipline, as the majority of the Board deems appropriate.

SECTION 13 – COMMITMENT TO BOARD OF DIRECTORS’ BEST PRACTICES

As a member of the Mission Springs Water District Board of Directors, I have read the Board of Directors Handbook, and understand the expectations placed on me as an elected official and representative of the District. I am committed to upholding the public trust and representing the best interests of the District and its customers, by complying with the Board Handbook. By signing this letter commitment to Board of Directors Best Practices, I am pledging to comply with the terms of the Board of Directors Handbook, Board and District policies and all applicable laws and regulations. I further commit to conduct myself professionally as a Board Member and to carry out my duties with integrity and competence, which may be above and beyond what may otherwise be required by law, including but not limited to the following:

1. I shall help create and maintain an atmosphere of professionalism, respect and civility where individual Directors, District staff and the public are free to express their ideas and strive to work together to their full potential.
2. I shall conduct my personal business and public affairs with honesty, accuracy, integrity, fairness and respect for others.
3. I shall keep the common good of the Mission Springs Water District and those it serves as my highest priority and focus on achieving constructive solutions for the benefit of the District and the public.
4. I shall avoid and discourage conduct which is harmful to the best interests of the Mission Springs Water District.
5. I shall respect the decisions of the Board of Directors, acting through its majority, including its policies and procedures, and avoid utilizing the District’s financial resources in a wasteful, manner.
6. I shall not interfere with the orderly progress of District Board meetings or the meetings of its committees;
7. I shall not interfere with the execution by the General Manager of his/her powers and duties, or give direction, assignments or orders to his/her staff without the General Manager’s prior consent;
8. I shall be accurate and truthful when communicating as a Board Member of the District, including communications about District issues, activities and/or business;
9. I shall treat all people with whom I come into contact in a professional and respectful manner and consistent with the way I wish to be treated by others.

Name: _____

Date: _____

Title: _____

I have read the Board of Directors Handbook and understand the expectations placed on me as an appointed official of the District

General Manager/Board Secretary

Date: _____

APPENDIX A

Rosenberg's Rules of Order Summary



Rosenberg's Rules of Order

REVISED 2011

Simple Rules of Parliamentary Procedure for the 21st Century

By Judge Dave Rosenberg



MISSION AND CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION

To be recognized and respected as the leading advocate for the common interests of California's cities.

About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts education conferences and research, and publishes *Western City* magazine.

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ABOUT THE AUTHOR

Dave Rosenberg is a Superior Court Judge in Yolo County. He has served as presiding judge of his court, and as presiding judge of the Superior Court Appellate Division. He also has served as chair of the Trial Court Presiding Judges Advisory Committee (the committee composed of all 58 California presiding judges) and as an advisory member of the California Judicial Council. Prior to his appointment to the bench, Rosenberg was member of the Yolo County Board of Supervisors, where he served two terms as chair. Rosenberg also served on the Davis City Council, including two terms as mayor. He has served on the senior staff of two governors, and worked for 19 years in private law practice. Rosenberg has served as a member and chair of numerous state, regional and local boards. Rosenberg chaired the California State Lottery Commission, the California Victim Compensation and Government Claims Board, the Yolo-Solano Air Quality Management District, the Yolo County Economic Development Commission, and the Yolo County Criminal Justice Cabinet. For many years, he has taught classes on parliamentary procedure and has served as parliamentarian for large and small bodies.

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INTRODUCTION

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules — *Robert's Rules of Order* — which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time and for another purpose. If one is chairing or running a parliament, then *Robert's Rules of Order* is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of say, a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of *Rosenberg's Rules of Order*.

What follows is my version of the rules of parliamentary procedure, based on my decades of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed. Interestingly enough, *Rosenberg's Rules* has found a welcoming audience. Hundreds of cities, counties, special districts, committees, boards, commissions, neighborhood associations and private corporations and companies have adopted *Rosenberg's Rules* in lieu of *Robert's Rules* because they have found them practical, logical, simple, easy to learn and user friendly.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars:

1. **Rules should establish order.** The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.
2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.
3. **Rules should be user friendly.** That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, while fully participating in the process.

Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A quorum is defined as the minimum number of members of the body who must be present at a meeting for business to be legally transacted. The default rule is that a quorum is one more than half the body. For example, in a five-member body a quorum is three. When the body has three members present, it can legally transact business. If the body has less than a quorum of members present, it cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose the quorum during the meeting when a member departs (or even when a member leaves the dais). When that occurs the body loses its ability to transact business until and unless a quorum is reestablished.

The default rule, identified above, however, gives way to a specific rule of the body that establishes a quorum. For example, the rules of a particular five-member body may indicate that a quorum is four members for that particular body. The body must follow the rules it has established for its quorum. In the absence of such a specific rule, the quorum is one more than half the members of the body.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the chair of the body who is charged with applying the rules of conduct of the meeting. The chair should be well versed in those rules. For all intents and purposes, the chair makes the final ruling on the rules every time the chair states an action. In fact, all decisions by the chair are final unless overruled by the body itself.

Since the chair runs the conduct of the meeting, it is usual courtesy for the chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the chair should not participate in the debate or discussion. To the contrary, as a member of the body, the chair has the full right to participate in the debate, discussion and decision-making of the body. What the chair should do, however, is strive to be the last to speak at the discussion and debate stage. The chair should not make or second a motion unless the chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. Each agenda item can be handled by the chair in the following basic format:

First, the chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of public speakers. At the conclusion of the public comments, the chair should announce that public input has concluded (or the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion. The chair should announce the name of the member of the body who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member of the body who seconds the motion. It is normally good practice for a motion to require a second before proceeding to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion.

This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then asking for the “nays” normally does this. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise (or unless a super majority is required as delineated later in these rules), then a simple majority (as defined in law or the rules of the body as delineated later in these rules) determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring a 10-day notice for all future meetings of this body.”

Motions in General

Motions are the vehicles for decision making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member’s desired approach with the words “I move . . .”

A typical motion might be: “I move that we give a 10-day notice in the future for all our meetings.”

The chair usually initiates the motion in one of three ways:

1. **Inviting the members of the body to make a motion**, for example, “A motion at this time would be in order.”
2. **Suggesting a motion to the members of the body**, “A motion would be in order that we give a 10-day notice in the future for all our meetings.”
3. **Making the motion**. As noted, the chair has every right as a member of the body to make a motion, but should normally do so only if the chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body’s consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”

The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

“Motions to amend” and “substitute motions” are often confused, but they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a “motion to amend” or a “substitute motion” is left to the chair. So if a member makes what that member calls a “motion to amend,” but the chair determines that it is really a “substitute motion,” then the chair’s designation governs.

A “friendly amendment” is a practical parliamentary tool that is simple, informal, saves time and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a member who has the floor may simply say, “I want to suggest a friendly amendment to the motion.” The member suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accepts the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The chair can reject a fourth motion until the chair has dealt with the three that are on the floor and has resolved them. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the chair.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed *first* on the *last* motion that is made. For example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows:

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passed*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions.

Second, if the substitute motion *failed*, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would then move to consider the main motion (the first motion) as *amended*. If the motion to amend *failed*, the chair would then move to consider the main motion (the first motion) in its original format, not amended.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or if *amended*, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

Motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

Motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

Motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on “hold.” The motion can contain a specific time in which the item can come back to the body. “I move we table this item until our regular meeting in October.” Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

Motion to limit debate. The most common form of this motion is to say, “I move the previous question” or “I move the question” or “I call the question” or sometimes someone simply shouts out “question.” As a practical matter, when a member calls out one of these phrases, the chair can expedite matters by treating it as a “request” rather than as a formal motion. The chair can simply inquire of the body, “any further discussion?” If no one wishes to have further discussion, then the chair can go right to the pending motion that is on the floor. However, if even one person wishes to discuss the pending motion further, then at that point, the chair should treat the call for the “question” as a formal motion, and proceed to it.

When a member of the body makes such a motion (“I move the previous question”), the member is really saying: “I’ve had enough debate. Let’s get on with the vote.” When such a motion is made, the chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body.

NOTE: A motion to limit debate could include a time limit. For example: “I move we limit debate on this agenda item to 15 minutes.” Even in this format, the motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass:

Motion to limit debate. Whether a member says, “I move the previous question,” or “I move the question,” or “I call the question,” or “I move to limit debate,” it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body (such as the chair), nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

Counting Votes

The matter of counting votes starts simple, but can become complicated.

Usually, it’s pretty easy to determine whether a particular motion passed or whether it was defeated. If a simple majority vote is needed to pass a motion, then one vote more than 50 percent of the body is required. For example, in a five-member body, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion, then how many affirmative votes are required? The simple rule of thumb is to count the “no” votes and double that count to determine how many “yes” votes are needed to pass a particular motion. For example, in a seven-member body, if two members vote “no” then the “yes” vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

What about tie votes? In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, in a five-member body, if the vote is two in favor and two opposed, with one member absent, the motion is defeated.

Vote counting starts to become complicated when members vote “abstain” or in the case of a written ballot, cast a blank (or unreadable) ballot. Do these votes count, and if so, how does one count them? The starting point is always to check the statutes.

In California, for example, for an action of a board of supervisors to be valid and binding, the action must be approved by a majority of the board. (California Government Code Section 25005.) Typically, this means three of the five members of the board must vote affirmatively in favor of the action. A vote of 2-1 would not be sufficient. A vote of 3-0 with two abstentions would be sufficient. In general law cities in

California, as another example, resolutions or orders for the payment of money and all ordinances require a recorded vote of the total members of the city council. (California Government Code Section 36936.) Cities with charters may prescribe their own vote requirements. Local elected officials are always well-advised to consult with their local agency counsel on how state law may affect the vote count.

After consulting state statutes, step number two is to check the rules of the body. If the rules of the body say that you count votes of “those present” then you treat abstentions one way. However, if the rules of the body say that you count the votes of those “present and voting,” then you treat abstentions a different way. And if the rules of the body are silent on the subject, then the general rule of thumb (and default rule) is that you count all votes that are “present and voting.”

Accordingly, under the “present and voting” system, you would **NOT** count abstention votes on the motion. Members who abstain are counted for purposes of determining quorum (they are “present”), but you treat the abstention votes on the motion as if they did not exist (they are not “voting”). On the other hand, if the rules of the body specifically say that you count votes of those “present” then you **DO** count abstention votes both in establishing the quorum and on the motion. In this event, the abstention votes act just like “no” votes.

How does this work in practice?

Here are a few examples.

Assume that a five-member city council is voting on a motion that requires a simple majority vote to pass, and assume further that the body has no specific rule on counting votes. Accordingly, the default rule kicks in and we count all votes of members that are “present and voting.” If the vote on the motion is 3-2, the motion passes. If the motion is 2-2 with one abstention, the motion fails.

Assume a five-member city council voting on a motion that requires a two-thirds majority vote to pass, and further assume that the body has no specific rule on counting votes. Again, the default rule applies. If the vote is 3-2, the motion fails for lack of a two-thirds majority. If the vote is 4-1, the motion passes with a clear two-thirds majority. A vote of three “yes,” one “no” and one “abstain” also results in passage of the motion. Once again, the abstention is counted only for the purpose of determining quorum, but on the actual vote on the motion, it is as if the abstention vote never existed — so an effective 3-1 vote is clearly a two-thirds majority vote.

Now, change the scenario slightly. Assume the same five-member city council voting on a motion that requires a two-thirds majority vote to pass, but now assume that the body **DOES** have a specific rule requiring a two-thirds vote of members “present.” Under this specific rule, we must count the members present not only for quorum but also for the motion. In this scenario, any abstention has the same force and effect as if it were a “no” vote. Accordingly, if the votes were three “yes,” one “no” and one “abstain,” then the motion fails. The abstention in this case is treated like a “no” vote and effective vote of 3-2 is not enough to pass two-thirds majority muster.

Now, exactly how does a member cast an “abstention” vote?

Any time a member votes “abstain” or says, “I abstain,” that is an abstention. However, if a member votes “present” that is also treated as an abstention (the member is essentially saying, “Count me for purposes of a quorum, but my vote on the issue is abstain.”) In fact, any manifestation of intention not to vote either “yes” or “no” on the pending motion may be treated by the chair as an abstention. If written ballots are cast, a blank or unreadable ballot is counted as an abstention as well.

Can a member vote “absent” or “count me as absent?” Interesting question. The ruling on this is up to the chair. The better approach is for the chair to count this as if the member had left his/her chair and is actually “absent.” That, of course, affects the quorum. However, the chair may also treat this as a vote to abstain, particularly if the person does not actually leave the dais.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself; the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to consider is made and passed.

A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body — including a member who voted in the minority on the original motion — may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is “no.” There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be, “point of privilege.” The chair would then ask the interrupter to “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person’s ability to hear.

Order. The proper interruption would be, “point of order.” Again, the chair would ask the interrupter to “state your point.” Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, “return to the agenda.” If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair’s determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.




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ROSENBERG'S RULES OF ORDER CHEAT SHEET

| To: | You say: | Interrupt Speaker | Second Needed | Debatable | Amendable | Vote Needed |
|--|--|-------------------|---------------|-----------|-----------|---------------|
| Adjourn | "I move that we adjourn" (Only needed prior to the end of the agenda) | No | Yes | No | No | Majority |
| Recess | "I move that we recess until..." | No | Yes | No | Yes | Majority |
| Complain about noise, room temp., etc. | "Point of privilege" | Yes | No | No | No | Chair Decides |
| Suspend further consideration of | "I move that we table it" | No | Yes | No | No | Majority |
| End debate | "I move the previous question" or "Call the question" | No | Yes | No | No | 2/3 |
| Postpone consideration of | "I move we postpone this matter until..." | No | Yes | Yes | Yes | Majority |
| Introduce a motion | "I move that..." or "I move to..." | No | Yes | Yes | Yes | Majority |
| Amend a motion | "I move that this motion be amended by..." (You can also ask for a friendly amendment, which is less formal; if mover and second concur, no vote needed) | No | Yes | Yes | Yes | Majority |
| Refer to a Committee | "I move that the question be referred to a committee for more study" | No | Yes | Yes | Yes | Majority |

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

| To: | You say: | Interrupt Speaker | Second Needed | Debatable | Amendable | Vote Needed |
|--|--|-------------------|---------------|-------------------------|-----------|---------------|
| Object to procedure or personal affront | "Point of order" | Yes | No | No | No | Chair decides |
| Request information | "Point of information" | Yes | No | No | No | None |
| Object to considering some undiplomatic or improper matter | "I object to consideration of this question" (This would generally just be used if something is not on the agenda) | Yes | No | No | No | 2/3 |
| Reconsider something already disposed of | "I move we now (or later) reconsider our action relative to..." (Only a member of the prevailing side can make a motion to reconsider) | Yes | Yes | Only if original motion | No | Majority |
| Vote on a ruling by the Chair | "I appeal the Chair's decision" | Yes | Yes | Yes | No | Majority |

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).

APPENDIX B

Signed Oath of Office



BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, November 16, 2023 at 3:00 PM

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

CALL TO ORDER

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

ROLL CALL

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

BOARD MEMBERS ABSENT: Director Amber Duff

STAFF MEMBERS PRESENT: Brian Macy, Marion Champion, Danny Friend, Dori Petee, April Scott, Amanda Lucas, Andrea Varela, Eric Weck, Kurt Kettenacker, Oriana Hoffert

PUBLIC INPUT

No Public Input

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

This item will be fully acknowledged on Monday.

ACTION ITEMS

PUBLIC HEARING - ORDINANCE 2023-01 ~ AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT (THE "DISTRICT"), ADOPTED PURSUANT TO THE PROVISIONS OF WATER CODE "20201 ET SEQ., PROVIDING FOR COMPENSATION OF DIRECTORS OF THE DISTRICT

It is recommended to waive the reading and adopt Ordinance 2023-01 by title only, updating compensation for the Board of Directors pursuant to Water Code 20202 et seq.

The Public Hearing will occur on Monday, November 20, 2023.

CONTRACT AGREEMENT WITH INTELESYS COMMUNICATIONS SERVICES FOR INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

It is recommended to authorize the Interim General Manager to enter into a contract with Intelesys Communications Services for Information Technology (IT) Professional Services for the six-month period of January 1 – June 30, 2024 and approve to do all things necessary to execute the agreement.

Arturo Ceja noted that representatives from Intelesys will be at Monday's meeting to present and answer any questions. Staff received six proposals and narrowed it down to the top three. Of the three, Intelesys came back as the highest rated. Mr. Ceja reviewed the services needed that we are not currently receiving from our current company.

PUBLIC WATER AND SEWER SYSTEMS CONSTRUCTION AGREEMENTS, WATER AND SEWER BONDING AGREEMENT, AND ACCEPTANCE OF THE FINAL TRACT MAP FOR TRACT NO. 38200 – RANCHO DESCANSO

Board approval of the Public Water and Sewer Systems Construction Agreements, Water and Sewer Bonding Agreement and acceptance of the Final Tract Map for the Rancho Descanso - Tract No. 38200 residential development project (Project) and authorize the Interim General Manager to do all things necessary to complete the agreements.

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

ACCEPTANCE OF THE WATER SUPPLY ASSESSMENT AND WATER SUPPLY VERIFICATION FOR THE PALM SPRINGS FULFILLMENT CENTER

It is recommended to accept and approve the Water Supply Assessment (WSA) and Water Supply Verification (WSV) for the Palm Springs Fulfillment Center (Project) located in the City of Palm Springs.

Senate Bill 610 requires preparation of a WSA for development projects that are subject to the California Environmental Quality Act (CEQA) and defined as “Projects” in the State Water Code. Likewise, Senate Bill 221 requires preparation of a WSV. A combined WSA/WSV was prepared by MSA Consulting Inc. and was reviewed and approved by staff for the 39.54-acre parcel located on the northwest corner of North Indian Canyon Drive and 19th Avenue. The Project includes 16.70 acres of industrial building area, 15.39 acres of parking, access roads, and hardscape, approximately 3 acres of right-of-way dedication, and 4.38 acres of landscaping, open space, and retention areas. The WSA/WSV will be included in the CEQA documents by the City of Palm Springs as the lead agency.

It is estimated that the Project will generate a demand of approximately 118 AFY. The proposed Project’s estimated annual water demand falls within the available and projected water supplies for normal, single-dry, and multiple-dry years for a 20-year period, and MSWD has the capacity to serve the Project over the long-term. Based on the data in the WSA/WSV, it shows there is sufficient water supply to serve this project.

DISCUSSION ITEMS**NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**

This update will take place on Monday.

CRITICAL SERVICES CENTER AND ADMINISTRATIVE UPDATE

This update will take place on Monday.

DISTRICT HOLIDAY SCHEDULE

Discussion on the District's holiday schedule and possible closures.

This update will take place on Monday.

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:

- October 5, 2023 - Continued Meeting/Public Hearing of September 18, 2023
- October 5, 2023 - Strategic Planning Workshop
- October 12, 2023 - Continued Meeting/Public Hearing of September 18, 2023
- October 12, 2023 - Study Session
- October 16, 2023 - Board Meeting

REGISTER OF DEMANDS

The register of demands totaling \$3,436,601.85

REPORTS

DIRECTOR'S REPORTS

Vice President Sewell reported he attended the following events: 10/11 CVEP Economic Report, 10/25 Cabots Museum GCVCC Mixer

GENERAL MANAGER'S REPORT

Included in this report are the following oral reports: Oral reports will be given on Monday.

- A. Financial Report
- B. Public Affairs Report

COMMENTS

DISTRICT COUNSEL COMMENTS

Mr. Pinkney announced there would be closed session on Monday

DIRECTOR COMMENTS

President Martin announced Board members need to submit their performance evaluations of the Interim General Manager.

ADJOURN

With no further business, President Martin adjourned the meeting at 3:23 PM

Respectfully submitted,

Dori Petee
Executive Assistant



BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, November 20, 2023 at 3:00 PM

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

CALL TO ORDER

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

ROLL CALL

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

STAFF MEMBERS PRESENT: Brian Macy, Marion Champion, Arturo Ceja, Dori Petee, Alex Acevedo, Alex Cabrera, Andrea Varela, Chad Finch, Lee Boyer, Tim Ownes, Amanda Lucas, Eric Weck, David Weaver, Kurt Kettenacker, Danny Friend, Andy Grunnet, April Scott.

PLEDGE OF ALLEGIANCE

Led by Vice President Sewell

RULES OF PROCEDURE

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

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

PUBLIC INPUT

No public input

EMPLOYEE RECOGNITION

HUMAN RESOURCES REPORT

The Board acknowledged the following employees:

NEW HIRES

Andrea Varela
Arthur Cabrera

Associate Engineer
Business Analyst

ANNIVERSARIES

| | | |
|--------------|--|----------|
| Alex Acevedo | Lead Field Operations Technician | 4 Years |
| David Weaver | Wastewater Treatment Plant Operator II | 4 Years |
| Brian Macy | Interim General Manager | 4 Years |
| Tim Owens | Water Production Operator II | 5 Years |
| Andy Grunnet | Lead Wastewater Treatment Plant Operator | 7 Years |
| | | |
| April Scott | Customer Service Manager | 7 Years |
| Dori Petee | Executive Assistant | 7 Years |
| Jeff Nutter | Field Operations Superintendent | 29 Years |

ACTION ITEMS

PUBLIC HEARING - ORDINANCE 2023-01 ~ AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT (THE "DISTRICT"), ADOPTED PURSUANT TO THE PROVISIONS OF WATER CODE "20201 ET SEQ., PROVIDING FOR COMPENSATION OF DIRECTORS OF THE DISTRICT

The Board voted to waive the reading and adopt Ordinance 2023-01 by title only, updating compensation for the Board of Directors pursuant to Water Code 20202 et seq.

President Martin opened the public hearing and general counsel gave a brief report. The Board will waive the reading today and move to adopt the Ordinance. This Ordinance will come back to the Board for a second “reading” in December. After a 60-day waiting period, from the date of final passage, this Ordinance will go into effect.

Marion Champion reviewed the prior compensation for the Board. They have not voted to raise their compensation since September of 2000.

Russell Betts made public comment. He noted the amount of work that goes into this position and stated it has been way to long since the Board has addressed their compensation. He was here to lend support on this issue and advised they should revisit this issue on a yearly basis.

Motion made by Director Duff, Seconded by Vice President Sewell.

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

Voting Nay: President Martin, Director Mayrhofen

CONTRACT AGREEMENT WITH INTELESYS COMMUNICATIONS SERVICES FOR INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

The Board authorized the Interim General Manager to enter into a contract with Intelesys Communications Services for Information Technology (IT) Professional Services for the six-month period of January 1 – June 30, 2024, and approve to do all things necessary to execute the agreement.

Arturo Ceja introduced this item. He noted the IT Services contract needed attention and the current company currently serving the District is not meeting our needs. Representatives from Intelesys presented to the Board and gave a brief overview of their company and detailed what we can expect from them.

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

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

PUBLIC WATER AND SEWER SYSTEMS CONSTRUCTION AGREEMENTS, WATER AND SEWER BONDING AGREEMENT, AND ACCEPTANCE OF THE FINAL TRACT MAP FOR TRACT NO. 38200 – RANCHO DESCANSO

The Board approved the Public Water and Sewer Systems Construction Agreements, Water and Sewer Bonding Agreement and acceptance of the Final Tract Map for the Rancho Descanso - Tract No. 38200 residential development project (Project) and authorize the Interim General Manager to do all things necessary to complete the agreements.

Eric Weck presented to the Board on Thursday at the Study Session.

Motion made by Director Mayrhofen, Seconded by Director Griffith.

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

ACCEPTANCE OF THE WATER SUPPLY ASSESSMENT AND WATER SUPPLY VERIFICATION FOR THE PALM SPRINGS FULFILLMENT CENTER

The Board accepted and approved the Water Supply Assessment (WSA) and Water Supply Verification (WSV) for the Palm Springs Fulfillment Center (Project) located in the City of Palm Springs.

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

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

DISCUSSION ITEMS**NANCY WRIGHT REGIONAL WATER RECLAMATION FACILITY UPDATE**

Terry Renner of TKE provided a construction update to the Board.

CRITICAL SERVICES CENTER AND ADMINISTRATIVE UPDATE

William Witten opened with a brief overview of this project. Alvin Flores of Ruhnau Clarke Architects continued by presenting the cost differential of two sites currently selected for this project.

DISTRICT HOLIDAY SCHEDULE

Discussion on the District's holiday schedule and possible closures. The Interim General Manager presented to the Board that the District Office will be closed the week between Christmas and New Year, but staff will still be in the office working. This will allow staff to take vacations without disrupting District business.

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.

Director Duff pulled the register of demands for discussion.

Motion made by Director Griffith, Seconded by Director Duff.

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

APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

October 5, 2023 - Continued Meeting/Public Hearing of September 18, 2023

October 5, 2023 - Strategic Planning Workshop

October 12, 2023 - Continued Meeting/Public Hearing of September 18, 2023

October 12, 2023 - Study Session

October 16, 2023 - Board Meeting

REGISTER OF DEMANDS

The register of demands totaling \$3,436,601.85

REPORTS

DIRECTOR'S REPORTS

Director Mayrhofen reported he attended the following events: 10/11 CVEP Economic Report, 10/17 PS State of the City, 10/18 BIA Networking Night, 10/19 DVBA Mixer, 10/10 Rancho Mirage Chamber Breakfast, 10/11 ACWA Webinar, 10/19 PSUSD State of the District, 10/25 GCVCC Cabot's Mixer

Director Duff reported she attended the following events: 10/11 CVEP Economic Report, 10/11 ACWA Webinar, 10/17 ACWA Webinar, 10/19 PSUSD State of the District.

Director Griffith reported he attended the following events: 10/3 DWA Board Meeting, 10/4 State Water Resources Control Board Meeting (Sacramento), 10/10 CVWD Board Meeting, 10/11 CVEP Economic Report, 10/17 DWA Board Meeting, 10/19 PSUSD State of the District, 10/24 CVWD Board Meeting, 10/25 GCVCC Cabot's Mixer.

President Martin reported he attended the following events: 10/3 DHS City Council Meeting, 10/11 CVEP Economic Report, 10/17 PS State of the City, 10/19 DVBA Mixer, 10/31 RivCo Board of Supervisors Meeting, 10/5 DVBA Legislative Meeting, 10/19 PSUSD State of the District, 10/23 Cabot's Board Meeting, 10/25 GCVCC Cabot's Mixer.

GENERAL MANAGER'S REPORT

Included in this report are the following oral reports:

- A. Financial Report
- B. Public Affairs Report

Arturo Ceja answered questions presented at last months Board Meeting. He then presented the financial report for the period ending October 31, 2023.

Marion Champion presented the Public Affairs Update.

COMMENTS

DISTRICT COUNSEL COMMENTS

DIRECTOR COMMENTS

Director Mayrhofen expressed his disappointment in the new water bottles (cans).

Vice President Sewell congratulated Ms. Champion for her awards. He wished everyone a Happy Thanksgiving.

Director Griffith commented on the handout regarding the new water bottles (cans). He congratulated Ms. Champion for her awards as well. Lastly he announced the at Friday Nights On Pierson, the new AG Mart has a beer garden and they donate proceeds from each sale to a local non-profit.

Director Duff thanked the Veterans and all who served and wished everyone a Happy Thanksgiving. She reiterated that she expects errors to be caught by staff before items hit the Board packet.

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)

CONFERENCE WITH LEGAL COUNSEL REGARDING POTENTIAL INITIATION OF LITIGATION

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

CONFERENCE WITH LEGAL COUNSEL REGARDING EXISTING LITIGATION

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

One Case: Case No. 2-18-mn-2873-RMG

(Aqueous Film-Forming Products Liability Litigation)

PUBLIC EMPLOYEE PERFORMANCE REVIEW

Pursuant to Govt Code 54957

Title: Interim General Manager

REPORT ON ACTION TAKEN DURING CLOSED SESSION

The Board met in closed session on the items listed above.

There was no reportable action on the following items:

Mission Springs Water District vs. Desert Water Agency

Conference with Legal Counsel Regarding Potential Initiation of Litigation

Public Employee Performance Review

There was reportable action on the following item:

Conference with Legal Counsel regarding Existing Litigation - Aqueous Film-Forming Products Liability Litigation - Motion to opt out of the class action lawsuit

Motion made by Director Griffith, Seconded by President Martin.

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

ADJOURN

With no further business, President Martin adjourned the meeting at 7:00 PM

Respectfully submitted,

Dori Petee
Executive Assistant



BOARD OF DIRECTORS STRATEGIC PLANNING WORKSHOP #2 MINUTES

Tuesday, November 21, 2023 at 10:30 AM
Desert Hot Springs Library - Community Room

CALL TO ORDER

President Martin called the meeting to order at 10:30 AM

ROLL CALL

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

STAFF PRESENT: Kurt Kettenacker, Arturo Ceja, Eric Weck, Oriana Hoffert, Danny Friend, Adam Wagner, Alex Nine, Brian Macy, Lisa Pelton, David Pena, Anna Murillo, Marion Champion, Dori Petee

PUBLIC INPUT

No public input

ITEMS FOR DISCUSSION

STRATEGIC PLANNING SESSION #2

Katie Evans & Hector Bordas represented Woodward & Curran as today's meeting facilitators. In this workshop the group focused on updating the Mission, Vision, and Values of MSWD in addition to a SWOT analysis.

ADJOURN

With no further business, President Martin adjourned the meeting at 2:30 PM

Respectfully submitted,

Dori Petee
Executive Assistant

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE | | | TOTAL |
|--------------|------------|--|--|--------------|--------------|--------------|--------------|
| | | | | AMOUNT | OPERATING | CAPITAL | |
| 99105277 | 11-30-23 | BBVA COMPASS | PNC LOAN PAYOFF | 1,744,861.73 | 1,744,861.73 | | 1,744,861.73 |
| 1001905 | 11-30-23 | J.F. SHEA CONSTRUCTION, INC. | CONSTRUCTION PROGRESS PMT #19 | 1,426,163.04 | 0.00 | 1,426,163.04 | 1,426,163.04 |
| 1001898 | 11-30-23 | DOWNING CONSTRUCTION, INC. | PROGRESS PAYMENT #8 | 601,000.44 | 0.00 | 601,000.44 | 601,000.44 |
| 1001796 | 11-08-23 | DESERT WATER AGENCY | DWA RAC FEES FOR ID-E | 12,229.55 | 429,571.19 | | 429,571.19 |
| | | | DWA RAC FEES - MAIN SYSTEM | 417,341.64 | | | |
| 1001753 | 11-01-23 | ACWA/JOINT POWERS INSURANCE AUTHORITY | PREPAID LIABILITY INS. FY 23/24 | 184,852.00 | 184,852.00 | | 184,852.00 |
| 1001781 | 11-01-23 | TKE ENGINEERING, INC | PP#18 - C&M INSPECTION RWRF | 146,598.63 | 0.00 | 152,823.38 | 152,823.38 |
| | | | SEPT. 2023 CM & INSPECTION | 1,165.00 | | | |
| | | | SEPT. 2023 DESIGN SERVICES | 130.00 | | | |
| | | | CONSULTANT SERVICES 07.01.23 TO 09.30.23 | 474.75 | | | |
| | | | SEPT. 2023 CONSULTANT DESIGN SERVICES | 4,455.00 | | | |
| 99105107 | 11-17-23 | WELLS FARGO BANK | AUTO DEP PPE 11.10.23 | 149,745.58 | 149,745.58 | | 149,745.58 |
| 99104942 | 11-03-23 | WELLS FARGO BANK | AUTO DEP PPE 10.27.23 | 134,355.33 | 134,355.33 | | 134,355.33 |
| 1001804 | 11-08-23 | TKE ENGINEERING, INC | PP #20 FOR C&M INSPECTION | 133,912.87 | 0.00 | 133,912.87 | 133,912.87 |
| 1001787 | 11-08-23 | ACWA-JPIA HEALTH BENEFITS AUTH. | DEC. 2023 PREPAID INSURANCE | 94,972.92 | 94,972.92 | | 94,972.92 |
| 99105231 | 11-29-23 | J.F. SHEA CONSTRUCTION, INC. | RETENTION WIRE FOR PROGRESS PMT #19 | 75,061.21 | 0.00 | 75,061.21 | 75,061.21 |
| 1001882 | 11-30-23 | B-81 PAVING INC | PAVING AT VARIOUS LOCATIONS | 54,777.50 | 54,777.50 | | 54,777.50 |
| 99105108 | 11-17-23 | EFTPS-IRS PAYROLL TAX REMITTANCE | FED TAX DEP PPE 11.10.23 | 54,103.06 | 54,103.06 | | 54,103.06 |
| 99104944 | 11-03-23 | EFTPS-IRS PAYROLL TAX REMITTANCE | FED TAX DEP PPE 10.27.23 | 50,205.28 | 50,205.28 | | 50,205.28 |
| 1001797 | 11-08-23 | FERGUSON WATERWORKS #1083 | INVENTORY | 50,021.86 | 50,021.86 | | 50,021.86 |
| 99105242 | 11-28-23 | SOUTHERN CALIFORNIA EDISON COMPANY | GRANT OF EASEMENT SCE PROJECT #204258121 | 50,000.00 | 0.00 | 50,000.00 | 50,000.00 |
| 99104974 | 11-01-23 | WELLS FARGO BANK | OCT. 2023 LOC INTEREST EXPENSE | 48,212.50 | 48,212.50 | | 48,212.50 |
| 99105233 | 11-29-23 | WELLS FARGO - WELLSONE | OCTOBER 2023 CC PAYMENT | 39,051.66 | 39,051.66 | | 39,051.66 |
| 1001757 | 11-01-23 | CITY OF DESERT HOT SPRINGS | UU TAX AUGUST 2023 | 36,763.87 | 36,763.87 | | 36,763.87 |
| 99105223 | 11-30-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 11.10.2023 | 36,582.42 | 36,582.42 | | 36,582.42 |
| 99105073 | 11-13-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 10.27.2023 | 35,169.88 | 35,169.88 | | 35,169.88 |
| 99104924 | 11-01-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 10.13.2023 | 34,551.91 | 34,551.91 | | 34,551.91 |
| 1001917 | 11-30-23 | SOUTHERN CALIFORNIA EDISON COMPANY | ELECTRIC BILL | 3,640.24 | 33,888.55 | | 33,888.55 |
| | | | 8247 11.09.23 | 30,248.31 | | | |
| 99105229 | 11-29-23 | DOWNING CONSTRUCTION, INC. | RETENTION WIRE FOR PP#8 | 31,631.60 | 0.00 | 31,631.60 | 31,631.60 |
| 1001788 | 11-08-23 | ACWA | 2024 ANNUAL AGENCY DUES | 25,395.00 | 25,395.00 | | 25,395.00 |
| 1001889 | 11-30-23 | CHAMELEON BEVERAGE COMPANY INC | BOTTLED WATER SHIPMENT | 18,778.00 | 18,778.00 | | 18,778.00 |
| 1001762 | 11-01-23 | ENTERPRISE FM TRUST | OCT. 2023 MONTHLY FLEET LEASE | 18,218.18 | 18,218.18 | | 18,218.18 |
| 1001830 | 11-15-23 | ENTERPRISE FM TRUST | MONTHLY FLEET LEASE - 11/2023 | 18,209.43 | 18,209.43 | | 18,209.43 |
| 1001892 | 11-30-23 | COUNTY OF RIVERSIDE | LONG CANYON RD RESURFACING D0-014 | 7,312.00 | 15,535.00 | | 15,535.00 |
| | | | MOUNTAIN VIEW RD RESURFACING | 8,223.00 | | | |
| 1001829 | 11-15-23 | ECOLOGY AUTO PARTS | SLUDGE HAULING | 2,000.00 | 14,602.97 | | 14,602.97 |
| | | | SLUDGE HAULING | 3,000.00 | | | |
| | | | SLUDGE HAULING | 4,182.22 | | | |
| | | | SLUDGE HAULING | 5,420.75 | | | |
| 1001805 | 11-08-23 | UMETECH, INC. | SPAM FILTERING SERVICE 2022-2023 | 360.00 | 13,920.35 | | 13,920.35 |
| | | | IT SUPPORT OCT. 2023 | 13,560.35 | | | |
| 1001838 | 11-15-23 | MANPOWER US INC. | STAFFING SERVICES - FIELD SERVICE STAFF | 1,336.32 | 12,107.52 | | 12,107.52 |
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |
| | | | STAFFING SERVICES - FIELD SERVICE TEMP | 1,670.40 | | | |
| | | | STAFFING SERVICES - FIELD SERVICE TEMP | 1,670.40 | | | |
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |
| | | | WWTP OIT - ISAAC LOPEZ | 960.00 | | | |
| | | | METER READER TEMP. - ALEX M. | 1,670.40 | | | |
| 99105110 | 11-17-23 | LINCOLN NATIONAL LIFE INS CO | DEF COMP PPE 11.10.23 | 11,611.36 | 11,611.36 | | 11,611.36 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|--|--|----------------|-----------|----------|-----------|
| 1001916 | 11-30-23 | SLOVAK BARON EMPEY MURPHY & PINKNEY LLP | OCT. 2023 LEGAL SERVICES | 11,387.50 | 11,387.50 | | 11,387.50 |
| 99104945 | 11-03-23 | LINCOLN NATIONAL LIFE INS CO | DEF COMP PPE 10.27.23 | 11,153.54 | 11,153.54 | | 11,153.54 |
| 1001791 | 11-08-23 | BECK OIL, INC. | UNLEADED GASOLINE | 3,837.57 | 11,087.52 | | 11,087.52 |
| | | | UNLEADED GASOLINE | 7,249.95 | | | |
| 99105109 | 11-20-23 | STATE OF CA EDD | STATE TAX PPE 11.10.23 | 11,073.10 | 11,073.10 | | 11,073.10 |
| 99104943 | 11-06-23 | STATE OF CA EDD | STATE TAX PPE 10.27.23 | 10,252.78 | 10,252.78 | | 10,252.78 |
| 1001795 | 11-08-23 | CSDA | ANNUAL DUES CSDA | 9,275.00 | 9,275.00 | | 9,275.00 |
| 1001784 | 11-01-23 | WATERLINE TECHNOLOGIES INC. | 8 DRUMS REFILLED | 1,956.74 | 9,049.93 | | 9,049.93 |
| | | | 10 DRUMS REFILLED | 2,445.93 | | | |
| | | | 10 DRUMS REFILLED #5657054 | 2,445.93 | | | |
| | | | 9 DRUMS REFILLED #5658945 | 2,201.33 | | | |
| 1001776 | 11-01-23 | POLYDYNE, INC. | 3 TOTES POLYMER SLUDGE WASTING | 8,464.71 | 8,464.71 | | 8,464.71 |
| 1001912 | 11-30-23 | MANPOWER US INC. | GM REPORT/GRANT-MICHAEL | 3,016.00 | 8,326.00 | | 8,326.00 |
| | | | GM REPORT/GRANT-MICHAEL | 3,770.00 | | | |
| | | | WWTP OIT - ISAAC LOPEZ | 1,540.00 | | | |
| 1001809 | 11-08-23 | WILLDAN FINANCIAL SERVICES | TAX ROLL PREP - STANDBY & SEWER CHARGES | 8,300.00 | 8,300.00 | | 8,300.00 |
| 1001810 | 11-08-23 | XYLEM DEWATERING SOLUTIONS INC | PUMP RENTAL FOR DPLS | 8,035.42 | 8,035.42 | | 8,035.42 |
| 99104971 | 11-07-23 | PAYNEARME MT, INC. | OCT. 2023 PAYNEARME FEES | 7,978.74 | 7,978.74 | | 7,978.74 |
| 1001852 | 11-15-23 | SOUTHERN CALIFORNIA EDISON COMPANY | ELECTRIC BILL | 7,244.28 | 7,244.28 | | 7,244.28 |
| 1001778 | 11-01-23 | SHEPPARD, MULLIN, RICHTER & HAMPTON, LLP | 92DM-378557 - MSWD V. SCE - PAYM. #3 | 7,155.90 | 0.00 | 7,155.90 | 7,155.90 |
| 1001893 | 11-30-23 | CV STRATEGIES | BILLBOARD - PROTECT YOUR PIPES | 1,042.50 | 7,092.50 | | 7,092.50 |
| | | | VIDEO SERVICES - UNDERSTANDING YOUR BILL | 4,063.75 | | | |
| | | | MSWD 2024 CALENDAR | 1,986.25 | | | |
| 1001849 | 11-15-23 | SLOVAK BARON EMPEY MURPHY & PINKNEY LLP | LEGAL SERVICES RETAINER | 6,500.00 | 6,500.00 | | 6,500.00 |
| 1001925 | 11-30-23 | WATERLINE TECHNOLOGIES INC. | 7 DRUMS REFILLED | 1,712.15 | 6,359.41 | | 6,359.41 |
| | | | 10 DRUMS REFILLED | 2,445.93 | | | |
| | | | 8 DRUMS REFILLED | 1,956.74 | | | |
| | | | 1 DRUM REFILLED | 244.59 | | | |
| 1001772 | 11-01-23 | MANPOWER US INC. | GM REPORT/GRANT-MICHAEL | 2,968.88 | 6,309.68 | | 6,309.68 |
| | | | STAFFING SREVICES - FIELD SERVICE STAFF | 1,670.40 | | | |
| | | | METER READER TEMP.- ALEX M. PPE 10/22 | 1,670.40 | | | |
| 1001904 | 11-30-23 | INFOSEND INC | MONTHLY BILLING SERVICES | 4,574.66 | 6,098.15 | | 6,098.15 |
| | | | MONTHLY BILLING SERVICES | 175.77 | | | |
| | | | BILLING INSERT-SEPT. NEWSLETTER | 1,347.72 | | | |
| 1001758 | 11-01-23 | CORE & MAIN LP | 6" ACP X 7-1 | 280.15 | 5,730.31 | | 5,730.31 |
| | | | STRAIGHT ADAPT MUEL | 797.09 | | | |
| | | | FLEX COUPLING ROMAC | 1,028.13 | | | |
| | | | FULL CIRCLE REPAIR CLAMP | 2,500.20 | | | |
| | | | MC BALL VALVE W/LOCKWING | 1,124.74 | | | |
| 1001755 | 11-01-23 | BECK OIL, INC. | DIESEL FUEL | 5,712.86 | 5,712.86 | | 5,712.86 |
| 1001857 | 11-15-23 | URBAN HABITAT | MONTHLY LANDSCAPE | 5,550.00 | 5,550.00 | | 5,550.00 |
| 1001793 | 11-08-23 | CORE & MAIN LP | SWING CHECK VALVE | 5,284.07 | 5,284.07 | | 5,284.07 |
| | | | CLOSE BR NIPPLE | | | | |
| | | | FIP X MC BALL VALCE W LOCK WING | | | | |
| 1001895 | 11-30-23 | CYPRESS DENTAL ADMINISTRATORS | DECEMBER 2023 PREPAID DENTAL INSURANCE | 5,191.12 | 5,191.12 | | 5,191.12 |
| 1001915 | 11-30-23 | RAY LOPEZ ASSOCIATES | INSPECTIONS/TURF REBATE | 5,075.00 | 5,075.00 | | 5,075.00 |
| 1001907 | 11-30-23 | KENWOOD ENERGY | TASK #1 - PROGRESS PAYMENT #3 | 4,875.00 | 4,875.00 | | 4,875.00 |
| 1001803 | 11-08-23 | ROBERT G MODRICH | OCT. 2023 UNIDATA MAINTENANCE | 4,836.00 | 4,836.00 | | 4,836.00 |
| 1001822 | 11-15-23 | BRAX COMPANY, INC. | BALDOR MOTORS - HORTON PLANT | 4,410.01 | 4,410.01 | | 4,410.01 |
| 99105153 | 11-17-23 | PAYMENTUS CORPORATION | OCT CREDIT CARDS FEES | 4,276.85 | 4,276.85 | | 4,276.85 |
| 1001920 | 11-30-23 | THE LINCOLN NATL. LIFE INS. CO. | DEC. 2023 PREPAID INS. | 4,128.63 | 4,128.63 | | 4,128.63 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE | | | TOTAL |
|--------------|------------|---------------------------------------|--|-----------|-----------|----------|----------|
| | | | | AMOUNT | OPERATING | CAPITAL | |
| 1001831 | 11-15-23 | ENVIROGEN TECHNOLOGIES INC | WELL 26A URANIUM TREATMENT - 10/2023 | 4,120.87 | 4,120.87 | | 4,120.87 |
| 1001886 | 11-30-23 | CARPI & CLAY, INC | FEDERAL ADVOCACY SERVICES FOR OCTOBER 2023 | 4,000.00 | 4,000.00 | | 4,000.00 |
| 1001782 | 11-01-23 | USA BLUEBOOK | WELL WATER - SONIC WATER LEVEL MONITOR | 2,754.84 | 3,542.09 | | 3,542.09 |
| | | | PRESSURE GAUGES - WATER PRODUCTION | 273.94 | | | |
| | | | PRESSURE GAUGES | 513.31 | | | |
| 1001924 | 11-30-23 | TWO SPRINGS LLC | ENGINEERING RELEASE OF DEPOSIT | 3,466.25 | 3,466.25 | | 3,466.25 |
| 1001792 | 11-08-23 | CIVICPLUS LLC | MUNICODE MEETINGS ANNUAL SUBSCRIPTION | 3,399.98 | 3,399.98 | | 3,399.98 |
| 1001921 | 11-30-23 | THE PC MANAGER LLC | NEW WEB SERVER | 3,352.76 | 3,352.76 | | 3,352.76 |
| 1001827 | 11-15-23 | DESERT TIRE AND AUTO REPAIR | REPLACEMENT TIRES - UNIT 428 | 1,050.03 | 3,290.26 | | 3,290.26 |
| | | | REPLACEMENT TIRES - UNIT 410 | 1,200.23 | | | |
| | | | REPLACEMENT TIRES - 3500 TRUCK | 1,040.00 | | | |
| 1001806 | 11-08-23 | URBAN HABITAT | SEPT. 2023 LANDSCAPING | 3,150.00 | 3,150.00 | | 3,150.00 |
| 1001761 | 11-01-23 | ENGINEERING RESOURCES OF | CONSULTANT SERVICES & GENERAL ENG | 3,086.35 | 0.00 | 3,086.35 | 3,086.35 |
| 1001824 | 11-15-23 | CLINICAL LABORATORY OF SAN BERNARDINO | BOD TESTING H+DC - 09/2023 | 680.00 | 3,076.00 | | 3,076.00 |
| | | | LAB SERVICES FOR SAMPLES - 09/2023 | 2,396.00 | | | |
| 1001771 | 11-01-23 | LEGEND PUMP & WELL SERVICE, INC. | VALLEY VIEW RES. MOTOR SWAP | 2,780.00 | 2,780.00 | | 2,780.00 |
| 99104972 | 11-07-23 | AFLAC | OCT. 2023 AFLAC DEDUCTIONS | 2,774.46 | 2,774.46 | | 2,774.46 |
| 1001899 | 11-30-23 | ECOLOGY AUTO PARTS | SLUDGE HAULING - CREDIT FOR INV. 1267 | -2,082.51 | 2,447.36 | | 2,447.36 |
| | | | SLUDGE HAULING | 1,429.67 | | | |
| | | | SLUDGE HAULING - CREDIT FOR INV. 1256 | -4,497.25 | | | |
| | | | SLUDGE HAULING | 3,082.89 | | | |
| | | | SLUDGE HAULING | 4,514.56 | | | |
| 1001903 | 11-30-23 | HUNSAKER & ASSOCIATES IRVINE, INC. | PP#4 WELL 35 DESIGN SERVICES | 2,268.00 | 0.00 | 2,268.00 | 2,268.00 |
| 1001908 | 11-30-23 | KYLE GROUNDWATER, INC. | WELL 35 HYDRO SUPP. SVCS. - PP #1 | 2,175.00 | 0.00 | 2,175.00 | 2,175.00 |
| 1001878 | 11-30-23 | AECOM TECHNICAL SERVICES INC. | WELL 42 REDESIGN PP #24 | 2,164.25 | 0.00 | 2,164.25 | 2,164.25 |
| 1001763 | 11-01-23 | EXECUTIVE FACILITIES SERVICES, INC. | SEPT. 2023 JANITORIAL SERVICES | 2,145.00 | 2,145.00 | | 2,145.00 |
| 1001926 | 11-30-23 | WEST YOST & ASSOCIATES, INC. | NITROGEN CONTROL STRATEGY SEP - OCT | 756.00 | 2,057.25 | | 2,057.25 |
| | | | HORTON WTP TDS EVAL WORK PLAN SEP 2023 | 1,022.00 | | | |
| | | | NITROGEN CONTROL STRATEGY | 279.25 | | | |
| 1001774 | 11-01-23 | PALM SPRINGS UNIFIED | REAL STUDENT PROGRAM | 2,000.00 | 2,000.00 | | 2,000.00 |
| 1001906 | 11-30-23 | JOHN COTTEN | ENGINEERING RELEASE OF DEPOSIT - JOHN COTTEN | 1,936.10 | 1,936.10 | | 1,936.10 |
| 1001764 | 11-01-23 | EXECUTIVE FACILITIES SERVICES, INC. | DISINFECTION SERVICES - 09/2023 | 1,820.00 | 1,820.00 | | 1,820.00 |
| 1001927 | 11-30-23 | WIENHOFF DRUG TESTING | ANNUAL DOT SVCS. MEMBERSHIP | 1,700.00 | 1,700.00 | | 1,700.00 |
| 1001837 | 11-15-23 | HOME DEPOT CREDIT SERVICES | HOME DEPOT CREDIT CARD | 1,678.56 | 1,678.56 | | 1,678.56 |
| 1001909 | 11-30-23 | LAS PALMAS RESTAURANT CUISINE | EMPLOYEE HOLIDAY EVENT LUNCHEON | 1,500.00 | 1,500.00 | | 1,500.00 |
| 1001826 | 11-15-23 | DESERT VALLEY DISPOSAL, INC. | SERVICE CHARGES - ADMIN | 544.89 | 1,338.79 | | 1,338.79 |
| | | | SERVICE CHARGES - CORP YARD | 793.90 | | | |
| 1001794 | 11-08-23 | COUNTY OF RIVERSIDE | RIVCO HAZMAT PERMIT - HWWTP | 1,317.00 | 1,317.00 | | 1,317.00 |
| 1001823 | 11-15-23 | CASAMAR GROUP, LLC | LABOR COMPLIANCE SVS. - FM THOMAS A/C | 299.97 | 1,316.31 | | 1,316.31 |
| | | | LABOR COMPLIANCE - F.M. THOMAS A/C | 168.99 | | | |
| | | | LABOR COMPLIANCE - LEGEND PUMP | 128.56 | | | |
| | | | LABOR COMPLIANCE - LO LYNCH WELLS | 166.56 | | | |
| | | | LABOR COMPLIANCE - SOUTHWEST PUMP | 214.26 | | | |
| | | | LABOR COMPLIANCE - URBAN HABITAT | 126.13 | | | |
| | | | LABOR COMPLIANCE - B-81 PAVING INC | 211.84 | | | |
| 1001773 | 11-01-23 | O'REILLY AUTOMOTIVE INC. | OIL CHANGE/BULB REPLACEMENT TRK#397 | 84.59 | 1,259.29 | | 1,259.29 |
| | | | RELACEMENT BATTERIES HORTON PLANT GEN. | 524.54 | | | |
| | | | BATTERY CORE CREDIT REQ#120499 | -44.00 | | | |
| | | | FLUID PUMP SHOP MAINTENANCE | 15.07 | | | |
| | | | OIL FILTER CHANGE TRK#399 | 63.09 | | | |
| | | | REPLACEMENT BATTERY TRK#423 | 261.98 | | | |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|--|---|----------------|-----------|---------|-----------|
| | | | OIL CHANGE PARTS TRK#403 | 42.70 | | | |
| | | | FUEL TUBING TRK#342 | 16.54 | | | |
| | | | SPOUT MISC. EQUIPMENT | 10.76 | | | |
| | | | RESTOCK CAR WASH SOAP & DRYING TOWELS | 62.97 | | | |
| | | | 5 GAL DIESEL CAN WTR PRODUCTION | 31.24 | | | |
| | | | OIL CHANGE TRK#391 | 67.83 | | | |
| | | | OIL CHANGE TRK#428 | 62.25 | | | |
| | | | OIL CHANGE TRK#402 | 43.58 | | | |
| | | | BED COATING TRK#402 | 16.15 | | | |
| 1001918 | 11-30-23 | T4 SPATIAL, LLC | CCTV STORAGE - NOV. 2023 | 1,250.00 | 1,250.00 | | 1,250.00 |
| 1001821 | 11-15-23 | BABCOCK LABORATORIES, INC. | JEETER - 65000 TWO BUNCH PALMS | 510.77 | 1,222.08 | | 1,222.08 |
| | | | MEDMEN - 13300 LITTLE MORONGO RD. | 510.77 | | | |
| | | | TOTAL N PACKAGE - HWWTP/DCWWTP | 200.54 | | | |
| 1001768 | 11-01-23 | JOHNSON CONTROLS SECURITY SOLUTIONS LLC | SECURITY FOR HORTON PLANT | 1,125.00 | 1,125.00 | | 1,125.00 |
| 1001107 | 11-01-23 | LILIA RODRIQUEZ | ACCOUNT REFUND 13340 CALIENTE DR | -1,078.67 | -1,078.67 | | -1,078.67 |
| 1001801 | 11-08-23 | LILIA RODRIQUEZ | ACCOUNT REFUND 13340 CALIENTE DR | 1,078.67 | 1,078.67 | | 1,078.67 |
| 1001922 | 11-30-23 | THE LAMAR COMPANIES | BILLBOARD - PROTECT YOUR PIPES | 125.00 | 1,075.00 | | 1,075.00 |
| | | | BILLBOARD - PROTECT YOUR PIPES | 950.00 | | | |
| PR111723 | 11-17-23 | EMPLOYEES | | 988.91 | 988.91 | | 988.91 |
| 1001901 | 11-30-23 | FORSHOCK | TROUBLESHOOTING FOR RAS 5,3 & 4 | 941.00 | 941.00 | | 941.00 |
| 1001780 | 11-01-23 | THE PC MANAGER LLC | REPLACEMENT DRIVE FOR WEB SERVER | 75.37 | 881.71 | | 881.71 |
| | | | PC FOR BUSINESS ANALYST TEMP | 806.34 | | | |
| 1001855 | 11-15-23 | TOPS N BARRICADES, INC | NO PARKING' SIGNS - PRODUCTION | 306.68 | 873.81 | | 873.81 |
| | | | SAFETY YELLOW BOMBER JACKETS - ENGINEERING | 162.96 | | | |
| | | | YELLOW SAFETY JACKETS - C&M | 404.17 | | | |
| 1001851 | 11-15-23 | SOCAL LABOR COMPLIANCE LLC | DUCTLESS SPLIT A/C WORK - LABOR COMP. | 828.75 | 828.75 | | 828.75 |
| 1001828 | 11-15-23 | DIAMOND CHEVROLET BUICK GMC | FUEL REPAIRS - UNIT #399 | 796.00 | 796.00 | | 796.00 |
| 1001775 | 11-01-23 | PARKERS BUILDING SUPPLY | WELL SITE SPRINKLER REPAIR PARTS | 37.37 | 785.49 | | 785.49 |
| | | | 18" MTD SOUTHWEST CHAINSAW C&M | 226.26 | | | |
| | | | SHOP MAINT. INVENTORY | 14.53 | | | |
| | | | RESTOCK CONCRETE BAGS | 360.52 | | | |
| | | | PVC COMPRESSION CPLGS | 118.46 | | | |
| | | | REPAIR ITEMS FOR PURCHASING OFFICE | 28.35 | | | |
| 1001885 | 11-30-23 | BRINKS INCORPORATED | MONTHLY SERVICES | 299.38 | 728.89 | | 728.89 |
| | | | MONTHLY SERVICES | 67.70 | | | |
| | | | JULY EXCESS MONTHLY SERVICES - MISSED INVOICE | 67.70 | | | |
| | | | MONTHLY SERVICES - MISSED INVOICE | 294.11 | | | |
| 1001862 | 11-15-23 | WHITE CAP CONSTRUCTION SUPPLY | RESTOCK MAXIFLEX WORK GLOVES L-XL | 662.32 | 725.72 | | 725.72 |
| | | | STOCK 4XL SAFETY VEST FIELD STAFF | 63.40 | | | |
| 1001845 | 11-15-23 | POWERPLAN OIB | REPLACEMENT BACKHOE WINDOW | 724.73 | 724.73 | | 724.73 |
| 1001816 | 11-13-23 | PETERSON GRADING & PAVING, INC. | ACCOUNT REFUND DILLON RD & DIABLO ROAD | 694.74 | 694.74 | | 694.74 |
| 1001881 | 11-30-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 11.08.23 | 324.42 | 668.55 | | 668.55 |
| | | | UNIFORM SERVICES 11.15.23 | 344.13 | | | |
| 1001888 | 11-30-23 | CASEY DOLAN | DIGITAL ADVERTISING SERVICES | 650.00 | 650.00 | | 650.00 |
| 1001790 | 11-08-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 10.11.23 | 304.87 | 589.74 | | 589.74 |
| | | | UNIFORM SERVICES 10.18.23 | 284.87 | | | |
| 1001896 | 11-30-23 | DESERT VALLEY BUILDERS ASSOCIATION | DVBA YEARLY DUES | 573.00 | 573.00 | | 573.00 |
| 1001853 | 11-15-23 | SOUTHWEST LIFT & EQUIPMENT, INC. | INSPECTION SERVICE CALL | 560.00 | 560.00 | | 560.00 |
| 1001914 | 11-30-23 | QUADIENT FINANCE USA, INC. | POSTAGE REPLENISHMENT & LATE FEE | 539.00 | 539.00 | | 539.00 |
| 99105080 | 11-14-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS RETRO PPE 07.09.21 | 520.55 | 520.55 | | 520.55 |
| 1001858 | 11-15-23 | USA BLUEBOOK | D-CHLOR TABLETS | 251.24 | 514.93 | | 514.93 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|----------------------------------|---|----------------|-----------|---------|---------|
| | | | HIGH CAPACITY CARTRIDGE - WASTEWATER | 229.23 | | | |
| | | | 1" BALL VALVE | 71.43 | | | |
| | | | CREDIT FOR REQ. 120137 | -301.65 | | | |
| | | | 1" BALL VALVE | 264.68 | | | |
| 1001883 | 11-30-23 | BABCOCK LABORATORIES, INC. | TOTAL N PACKAGE - WW DISCHARGE | 510.77 | 510.77 | | 510.77 |
| 1001820 | 11-15-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 11.01.23 | 423.91 | 506.82 | | 506.82 |
| | | | UNIFORMS 11.05.23 | 82.91 | | | |
| 1001910 | 11-30-23 | LEGEND PUMP & WELL SERVICE, INC. | TERRACE BOOSTER #4 TROUBLE SHOOTING | 501.50 | 501.50 | | 501.50 |
| 1001897 | 11-30-23 | DESERT HOT SPRINGS WOMENS CLUB | DHS WOMENS CLUB B&W GALA | 500.00 | 500.00 | | 500.00 |
| 1001846 | 11-15-23 | RTK REFRIGERATION | ICE MACHINE REPAIR - CORP YARD | 497.50 | 497.50 | | 497.50 |
| 1001840 | 11-15-23 | MOTION INDUSTRIES, INC. | REPLACEMENT BELT PARTS FOR AUGER | 292.56 | 496.49 | | 496.49 |
| | | | REPLACEMENT PARTS FOR CLARIFIER #3 | 203.93 | | | |
| 1001835 | 11-15-23 | GRAINGER | SOLID CORE CURRENT TRANSFORMER - PRODUCTION | 494.90 | 494.90 | | 494.90 |
| 1001860 | 11-15-23 | WEST COAST SAND AND GRAVEL INC. | RESTOCK BASE MATERIAL - CORP YARD | 465.72 | 465.72 | | 465.72 |
| 1001842 | 11-15-23 | PALM SPRINGS MOTORS INC | REPAIRS - UNIT 404 | 461.37 | 461.37 | | 461.37 |
| 1001808 | 11-08-23 | USA BLUEBOOK | INVENTORY | 145.32 | 448.34 | | 448.34 |
| | | | SPEC CHECK LR DPD CHLORINE PRODUCTION | 303.02 | | | |
| 1001814 | 11-13-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | 447.64 | 447.64 | | 447.64 |
| 1001814 | 11-29-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | -447.64 | -447.64 | | -447.64 |
| 1001890 | 11-30-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | 447.64 | 447.64 | | 447.64 |
| 1001841 | 11-15-23 | O'REILLY AUTOMOTIVE INC. | RESTOCK 55 GAL. DEF FLUID | 407.30 | 407.30 | | 407.30 |
| 1001760 | 11-01-23 | DAVID WEAVER | D. WEAVER - GRADE III EXAM REIMB. | 404.68 | 404.68 | | 404.68 |
| 1001819 | 11-15-23 | ANSAFONE CONTACT CENTERS | ANSAFONE ANSWERING SERVICE | 399.43 | 399.43 | | 399.43 |
| 1001880 | 11-30-23 | ANSAFONE CONTACT CENTERS | ANSAFONE ANSWERING SERVICE | 395.46 | 395.46 | | 395.46 |
| 1001770 | 11-01-23 | KILLER BEE PEST CONTROL | BEE REMOVAL @ VARIOUS LOCATIONS | 285.00 | 380.00 | | 380.00 |
| | | | BEE REMOVAL - 12531 EXCELSIOR | 95.00 | | | |
| 1001836 | 11-15-23 | HI-DESERT AIR INC. | FILTERS FOR A/C | 380.00 | 380.00 | | 380.00 |
| 1001856 | 11-15-23 | UNDERGROUND SERVICE ALERT | UNDERGROUND SERVICE ALERT | 368.75 | 368.75 | | 368.75 |
| 1001877 | 11-30-23 | ADT COMMERCIAL LLC | ADMIN/CORP YARD SECURITY ALARM | 347.24 | 347.24 | | 347.24 |
| 1001448 | 11-21-23 | LIFT TO RISE | ACCOUNT REFUND 66623 MISSION LAKES BLVD | -346.07 | -346.07 | | -346.07 |
| 1001911 | 11-30-23 | LIFT TO RISE | ACCOUNT REFUND 66623 MISSION LAKES BLVD | 346.07 | 346.07 | | 346.07 |
| 1001786 | 11-01-23 | XEROX CORPORATION | OCT-NOV 2023 XEROX LEASE | 343.73 | 343.73 | | 343.73 |
| 1001894 | 11-30-23 | CWEA | CWEA MEMBERSHIP RENEWAL- MARK V. | 221.00 | 334.00 | | 334.00 |
| | | | COLL. SYST. GRADE 4 RENEWAL - DAVID W. | 113.00 | | | |
| 1001799 | 11-08-23 | GREATER PALM SPRINGS CONVENTION | ANNUAL DUES | 300.00 | 300.00 | | 300.00 |
| 1001843 | 11-15-23 | PALM SPRINGS PEST CONTROL, INC. | PEST CONTROL - ADMIN | 90.00 | 300.00 | | 300.00 |
| | | | BAIT BOX - ADMIN BLDG/OLD STORES | 40.00 | | | |
| | | | PEST CONTROL - ANNEX | 65.00 | | | |
| | | | PEST CONTROL - CORP YARD | 45.00 | | | |
| | | | BAIT BOX - CORP YARD | 60.00 | | | |
| 1001861 | 11-15-23 | WESTAIR GASES & EQUIPMENT, INC. | REFILL WELDING GAS TANKS | 300.00 | 300.00 | | 300.00 |
| 1001891 | 11-30-23 | CIVICPLUS LLC | WEBSITE TEXTING SERVICE | 299.09 | 299.09 | | 299.09 |
| 1001800 | 11-08-23 | JOE HERNANDEZ | AWWA BACKFLOW EXAM REIMB. | 285.00 | 285.00 | | 285.00 |
| 1001249 | 11-21-23 | BRIAN MACY | ACWA FLIGHT REIMB. - B.MACY | -268.20 | -268.20 | | -268.20 |
| 1001884 | 11-30-23 | BRIAN MACY | ACWA FLIGHT REIMB. - B.MACY | 268.20 | 268.20 | | 268.20 |
| 1000735 | 11-21-23 | TOTAL CARE WORK INJURY CLINIC | DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & | -260.00 | -260.00 | | -260.00 |
| | | | C.BELL | | | | |
| 1001923 | 11-30-23 | TOTAL CARE WORK INJURY CLINIC | DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & | 260.00 | 260.00 | | 260.00 |
| | | | C.BELL | | | | |
| 1001754 | 11-01-23 | ALEX ACEVEDO | WORK BOOTS - ALEX ACEVEDO | 258.55 | 258.55 | | 258.55 |
| 1001887 | 11-30-23 | CASAMAR GROUP, LLC | S.E.P. OCT 2023 | 257.12 | 257.12 | | 257.12 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE | | | TOTAL |
|--------------|------------|--|--|---------|-----------|---------|---------|
| | | | | AMOUNT | OPERATING | CAPITAL | |
| 1001756 | 11-01-23 | CASAMAR GROUP, LLC | LABOR COMPLIANCE - B81 PAVING | 254.69 | 254.69 | | 254.69 |
| 1001769 | 11-01-23 | JULIO MARTINEZ | WORK BOOTS-JULIO MARTINEZ | 228.36 | 228.36 | | 228.36 |
| 1001825 | 11-15-23 | CWEA | CWEA MEMBERSHIP RENEWAL | 221.00 | 221.00 | | 221.00 |
| 1001834 | 11-15-23 | FORSHOCK | SCADA MONITORING | 220.00 | 220.00 | | 220.00 |
| 1001866 | 11-28-23 | HARVEY SCHWARTZ | ACCOUNT REFUND 13604 COLONY RD | 211.37 | 211.37 | | 211.37 |
| 1001859 | 11-15-23 | VALLEY LOCK & SAFE | REPLACEMENT GATE OPENERS | 210.43 | 210.43 | | 210.43 |
| 1001839 | 11-15-23 | MATHESON TRI-GAS, INC | HARD HATS & EAR MUFFS - C&M | 149.97 | 208.16 | | 208.16 |
| | | | HARD HAT & EAR MUFFS - C&M | 58.19 | | | |
| 99105162 | 11-29-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | DELINQUENT PAYROLL | 200.00 | 200.00 | | 200.00 |
| 99105106 | 11-20-23 | RIVERSIDE COUNTY DCSS - MAIN OFFICE | MONTHLY IWO - PPE 11.10.23 | 176.25 | 176.25 | | 176.25 |
| 1001818 | 11-13-23 | ROSALINDA BARRANCO | ACCOUNT REFUND 68651 PANORAMA DR | 155.11 | 155.11 | | 155.11 |
| 1001798 | 11-08-23 | FRANCHISE TAX BOARD | GARNISHMENT PMT #5 | 150.00 | 150.00 | | 150.00 |
| 1001902 | 11-30-23 | FRANCHISE TAX BOARD | GARNISHMENT PPE 11.10.23 | 150.00 | 150.00 | | 150.00 |
| 1001900 | 11-30-23 | FEDEX | WF PMT MGR OVERNIGHT FEE | 48.38 | 145.34 | | 145.34 |
| | | | WF PMT MGR OVERNIGHT FEE | 48.58 | | | |
| | | | WF PMT MGR OVERNIGHT FEE | 48.38 | | | |
| 1001875 | 11-28-23 | TONY RIOS, JR. | ACCOUNT REFUND 66300 6TH ST | 131.59 | 131.59 | | 131.59 |
| 1001777 | 11-01-23 | QUADIENT FINANCE USA, INC. | POSTAGE METER PROPERTY TAX | 120.14 | 120.14 | | 120.14 |
| 1001848 | 11-15-23 | SA RECYCLING LLC | GREENWASTE - WELL SITES | 111.80 | 111.80 | | 111.80 |
| 1001789 | 11-08-23 | ALTA LANGUAGE SERVICES, INC. | BILINGUAL EXAM - E.FELIX, A. PEREA | 110.00 | 110.00 | | 110.00 |
| 1001847 | 11-15-23 | RUSS MARTIN | MILEAGE REIMBURSEMENT | 106.76 | 106.76 | | 106.76 |
| 1001765 | 11-01-23 | FAITH LARSEN | TOILET REBATE-LARSEN | 100.00 | 100.00 | | 100.00 |
| 1001765 | 11-15-23 | FAITH LARSEN | TOILET REBATE-LARSEN | -100.00 | -100.00 | | -100.00 |
| 1001767 | 11-01-23 | GARY E. JOHNSON | TOILET REBATE - JOHNSON | 100.00 | 100.00 | | 100.00 |
| 1001832 | 11-15-23 | FAITH LARSEN | TOILET REBATE-LARSEN | 100.00 | 100.00 | | 100.00 |
| 1001807 | 11-08-23 | USA-FACT INC | BACKGROUND CHECKS - NEW EMPLOYEES | 96.07 | 96.07 | | 96.07 |
| 1001854 | 11-15-23 | THEODORE MAYRHOFEN | MILEAGE REIMBURSEMENT | 91.70 | 91.70 | | 91.70 |
| 1001850 | 11-15-23 | SMITH PIPE & SUPPLY, INC | RESTOCK 3" TRENCHING SHOVELS | 90.66 | 90.66 | | 90.66 |
| 1001867 | 11-28-23 | HUGO DOMINGUEZ | ACCOUNT REFUND 15565 BUBBLING WELLS RD | 83.99 | 83.99 | | 83.99 |
| 1001868 | 11-28-23 | MARY LEE | ACCOUNT REFUND 13591 OVERLOOK DR | 75.66 | 75.66 | | 75.66 |
| 1001817 | 11-13-23 | RAYMOND RODRIGUEZ | ACCOUNT REFUND 66212 1ST ST | 74.30 | 74.30 | | 74.30 |
| 99105224 | 11-30-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS DAVID P. RETRO PPE 11.10.23 | 71.06 | 71.06 | | 71.06 |
| 1001811 | 11-13-23 | ARLENE ROSENTHAL | ACCOUNT REFUND 65827 5TH ST | 68.40 | 68.40 | | 68.40 |
| 1001812 | 11-13-23 | BRANDALYNN MANN | ACCOUNT REFUND 66033 2ND ST | 67.10 | 67.10 | | 67.10 |
| 1001802 | 11-08-23 | PARKERS BUILDING SUPPLY | FUEL CAN/OIL - PRODUCTION | 60.29 | 60.29 | | 60.29 |
| 1001913 | 11-30-23 | PARKERS BUILDING SUPPLY | MISC. ITEMS - PRODUCTION | 7.53 | 52.71 | | 52.71 |
| | | | MISC. ITEMS FOR PRODUCTION | 12.88 | | | |
| | | | MISC. ITEMS FOR PRODUCTION | 32.30 | | | |
| 1001785 | 11-01-23 | WESTERN WATER WORKS | RUBBER GASKETS RANGE 406-431 N/I | 49.14 | 49.14 | | 49.14 |
| 1001833 | 11-15-23 | FEDEX | WF PYMT MGR OVERNIGHT FEE | 48.49 | 48.49 | | 48.49 |
| 1001766 | 11-01-23 | FEDEX | WF PMT MGR OVERNIGHT FEE | 48.38 | 48.38 | | 48.38 |
| 1001864 | 11-28-23 | ANDREA RODRIGUEZ | ACCOUNT REFUND 66835 GRANADA AVE | 45.55 | 45.55 | | 45.55 |
| 1001863 | 11-28-23 | ALEJANDRO FIGUEROA | ACCOUNT REFUND 11419 POMELO DR | 43.03 | 43.03 | | 43.03 |
| 1001874 | 11-28-23 | TIMOTHY D GILLOON | ACCOUNT REFUND 65370 AVE DORADO | 41.03 | 41.03 | | 41.03 |
| 1001879 | 11-30-23 | AMANDA LUCAS | NOTARY EXAM FEE REIMBURSEMENT | 40.00 | 40.00 | | 40.00 |
| 1001872 | 11-28-23 | SAMANTHA PITTMAN | ACCOUNT REFUND 66031 8TH ST | 39.79 | 39.79 | | 39.79 |
| 1001871 | 11-28-23 | RUEBEN SCHY | ACCOUNT REFUND 62743 KITETAIL DR | 35.83 | 35.83 | | 35.83 |
| 1001815 | 11-13-23 | NICK HAUF | ACCOUNT REFUND 11778 POMELO DR | 35.53 | 35.53 | | 35.53 |
| 1001870 | 11-28-23 | ROMNEY HAYDEN | ACCOUNT REFUND 64067 DOLOMITES CT | 30.00 | 30.00 | | 30.00 |
| 1001844 | 11-15-23 | PARKERS BUILDING SUPPLY | CHAINSAW CHAIN - PRODUCTION | 28.00 | 28.00 | | 28.00 |
| 1001759 | 11-01-23 | COUNTY OF RIVERSIDE | STRATEGIC MTG ROOM FEE | 25.00 | 25.00 | | 25.00 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE | | | TOTAL |
|--------------------|------------|---------------------|------------------------------------|--------------|--------------|--------------|--------------|
| | | | | AMOUNT | OPERATING | CAPITAL | |
| 1001813 | 11-13-23 | BRICKMAN INV CORP | ACCOUNT REFUND 16789 VIA CORTO W | 24.61 | 24.61 | | 24.61 |
| 1001919 | 11-30-23 | THE UPS STORE #5062 | B.MACY NAMEPLATE - LOBBY | 20.48 | 20.48 | | 20.48 |
| 1001779 | 11-01-23 | THE UPS STORE #5062 | TITLE NAMEPLATE FOR MACY | 19.94 | 19.94 | | 19.94 |
| 1001865 | 11-28-23 | ELAINE VAZQUEZ | ACCOUNT REFUND 9735 EL RIO LN | 18.53 | 18.53 | | 18.53 |
| 1001876 | 11-28-23 | YOUNAN M BISHAY | ACCOUNT REFUND 10591 AURORA PL | 14.44 | 14.44 | | 14.44 |
| 1001873 | 11-28-23 | SAUNUYA INGERSOLL | ACCOUNT REFUND 10860 SANTA CRUZ RD | 13.62 | 13.62 | | 13.62 |
| 1001869 | 11-28-23 | RICHARD PERRONE | ACCOUNT REFUND 69390 FAIRWAY DR | 4.01 | 4.01 | | 4.01 |
| 1001783 | 11-01-23 | VALLEY LOCK & SAFE | STANDARD KEY - BALANCE | 3.10 | 3.10 | | 3.10 |
| PR110323 | 11-03-23 | EMPLOYEES | | 0.00 | 0.00 | | 0.00 |
| | | | CURRENT CHECK TOTAL | 6,150,153.9 | 3,662,711.9 | 2,487,442.0 | 6,150,153.9 |
| TOTAL | | | | 6,150,153.97 | 3,662,711.93 | 2,487,442.04 | 6,150,153.97 |
| 207 records listed | | | | | | | |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|---|--|----------------|------------|----------|------------|
| 1000735 | 11-21-23 | TOTAL CARE WORK INJURY CLINIC | DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & C.BELL | -260.00 | -260.00 | | -260.00 |
| 1001107 | 11-01-23 | LILIA RODRIQUEZ | ACCOUNT REFUND 13340 CALIENTE DR | -1,078.67 | -1,078.67 | | -1,078.67 |
| 1001249 | 11-21-23 | BRIAN MACY | ACWA FLIGHT REIMB. - B.MACY | -268.20 | -268.20 | | -268.20 |
| 1001448 | 11-21-23 | LIFT TO RISE | ACCOUNT REFUND 66623 MISSION LAKES BLVD | -346.07 | -346.07 | | -346.07 |
| 1001753 | 11-01-23 | ACWA/JOINT POWERS INSURANCE AUTHORITY | PREPAID LIABILITY INS. FY 23/24 | 184,852.00 | 184,852.00 | | 184,852.00 |
| 1001754 | 11-01-23 | ALEX ACEVEDO | WORK BOOTS - ALEX ACEVEDO | 258.55 | 258.55 | | 258.55 |
| 1001755 | 11-01-23 | BECK OIL, INC. | DIESEL FUEL | 5,712.86 | 5,712.86 | | 5,712.86 |
| 1001756 | 11-01-23 | CASAMAR GROUP, LLC | LABOR COMPLIANCE - B81 PAVING | 254.69 | 254.69 | | 254.69 |
| 1001757 | 11-01-23 | CITY OF DESERT HOT SPRINGS | UU TAX AUGUST 2023 | 36,763.87 | 36,763.87 | | 36,763.87 |
| 1001758 | 11-01-23 | CORE & MAIN LP | 6" ACP X 7-1 | 280.15 | 5,730.31 | | 5,730.31 |
| | | | STRAIGHT ADAPT MUEL | 797.09 | | | |
| | | | FLEX COUPLING ROMAC | 1,028.13 | | | |
| | | | FULL CIRCLE REPAIR CLAMP | 2,500.20 | | | |
| | | | MC BALL VALVE W/LOCKWING | 1,124.74 | | | |
| 1001759 | 11-01-23 | COUNTY OF RIVERSIDE | STRATEGIC MTG ROOM FEE | 25.00 | 25.00 | | 25.00 |
| 1001760 | 11-01-23 | DAVID WEAVER | D. WEAVER - GRADE III EXAM REIMB. | 404.68 | 404.68 | | 404.68 |
| 1001761 | 11-01-23 | ENGINEERING RESOURCES OF | CONSULTANT SERVICES & GENERAL ENG | 3,086.35 | 0.00 | 3,086.35 | 3,086.35 |
| 1001762 | 11-01-23 | ENTERPRISE FM TRUST | OCT. 2023 MONTHLY FLEET LEASE | 18,218.18 | 18,218.18 | | 18,218.18 |
| 1001763 | 11-01-23 | EXECUTIVE FACILITIES SERVICES, INC. | SEPT. 2023 JANITORIAL SERVICES | 2,145.00 | 2,145.00 | | 2,145.00 |
| 1001764 | 11-01-23 | EXECUTIVE FACILITIES SERVICES, INC. | DISINFECTION SERVICES - 09/2023 | 1,820.00 | 1,820.00 | | 1,820.00 |
| 1001765 | 11-01-23 | FAITH LARSEN | TOILET REBATE-LARSEN | 100.00 | 100.00 | | 100.00 |
| 1001765 | 11-15-23 | FAITH LARSEN | TOILET REBATE-LARSEN | -100.00 | -100.00 | | -100.00 |
| 1001766 | 11-01-23 | FEDEX | WF PMT MGR OVERNIGHT FEE | 48.38 | 48.38 | | 48.38 |
| 1001767 | 11-01-23 | GARY E. JOHNSON | TOILET REBATE - JOHNSON | 100.00 | 100.00 | | 100.00 |
| 1001768 | 11-01-23 | JOHNSON CONTROLS SECURITY SOLUTIONS LLC | SECURITY FOR HORTON PLANT | 1,125.00 | 1,125.00 | | 1,125.00 |
| 1001769 | 11-01-23 | JULIO MARTINEZ | WORK BOOTS-JULIO MARTINEZ | 228.36 | 228.36 | | 228.36 |
| 1001770 | 11-01-23 | KILLER BEE PEST CONTROL | BEE REMOVAL @ VARIOUS LOCATIONS | 285.00 | 380.00 | | 380.00 |
| | | | BEE REMOVAL - 12531 EXCELSIOR | 95.00 | | | |
| 1001771 | 11-01-23 | LEGEND PUMP & WELL SERVICE, INC. | VALLEY VIEW RES. MOTOR SWAP | 2,780.00 | 2,780.00 | | 2,780.00 |
| 1001772 | 11-01-23 | MANPOWER US INC. | GM REPORT/GRANT-MICHAEL | 2,968.88 | 6,309.68 | | 6,309.68 |
| | | | STAFFING SREVICES - FIELD SERVICE STAFF | 1,670.40 | | | |
| | | | METER READER TEMP.- ALEX M. PPE 10/22 | 1,670.40 | | | |
| 1001773 | 11-01-23 | O'REILLY AUTOMOTIVE INC. | OIL CHANGE/BULB REPLACEMENT TRK#397 | 84.59 | 1,259.29 | | 1,259.29 |
| | | | RELACEMENT BATTERIES HORTON PLANT GEN. | 524.54 | | | |
| | | | BATTERY CORE CREDIT REQ#120499 | -44.00 | | | |
| | | | FLUID PUMP SHOP MAINTENANCE | 15.07 | | | |
| | | | OIL FILTER CHANGE TRK#399 | 63.09 | | | |
| | | | REPLACEMENT BATTERY TRK#423 | 261.98 | | | |
| | | | OIL CHANGE PARTS TRK#403 | 42.70 | | | |
| | | | FUEL TUBING TRK#342 | 16.54 | | | |
| | | | SPOUT MISC. EQUIPMENT | 10.76 | | | |
| | | | RESTOCK CAR WASH SOAP & DRYING TOWELS | 62.97 | | | |
| | | | 5 GAL DIESEL CAN WTR PRODUCTION | 31.24 | | | |
| | | | OIL CHANGE TRK#391 | 67.83 | | | |
| | | | OIL CHANGE TRK#428 | 62.25 | | | |
| | | | OIL CHANGE TRK#402 | 43.58 | | | |
| | | | BED COATING TRK#402 | 16.15 | | | |
| 1001774 | 11-01-23 | PALM SPRINGS UNIFIED | REAL STUDENT PROGRAM | 2,000.00 | 2,000.00 | | 2,000.00 |
| 1001775 | 11-01-23 | PARKERS BUILDING SUPPLY | WELL SITE SPRINKLER REPAIR PARTS | 37.37 | 785.49 | | 785.49 |
| | | | 18" MTD SOUTHWEST CHAINSAW C&M | 226.26 | | | |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|--|--|----------------|------------|------------|------------|
| | | | SHOP MAINT. INVENTORY | 14.53 | | | |
| | | | RESTOCK CONCRETE BAGS | 360.52 | | | |
| | | | PVC COMPRESSION CPLGS | 118.46 | | | |
| | | | REPAIR ITEMS FOR PURCHASING OFFICE | 28.35 | | | |
| 1001776 | 11-01-23 | POLYDYNE, INC. | 3 TOTES POLYMER SLUDGE WASTING | 8,464.71 | 8,464.71 | | 8,464.71 |
| 1001777 | 11-01-23 | QUADIENT FINANCE USA, INC. | POSTAGE METER PROPERTY TAX | 120.14 | 120.14 | | 120.14 |
| 1001778 | 11-01-23 | SHEPPARD, MULLIN, RICHTER & HAMPTON, LLP | 92DM-378557 - MSWD V. SCE - PAYM. #3 | 7,155.90 | 0.00 | 7,155.90 | 7,155.90 |
| 1001779 | 11-01-23 | THE UPS STORE #5062 | TITLE NAMEPLATE FOR MACY | 19.94 | 19.94 | | 19.94 |
| 1001780 | 11-01-23 | THE PC MANAGER LLC | REPLACEMENT DRIVE FOR WEB SERVER | 75.37 | 881.71 | | 881.71 |
| | | | PC FOR BUSINESS ANALYST TEMP | 806.34 | | | |
| 1001781 | 11-01-23 | TKE ENGINEERING, INC | PP#18 - C&M INSPECTION RWRF | 146,598.63 | 0.00 | 152,823.38 | 152,823.38 |
| | | | SEPT. 2023 CM & INSPECTION | 1,165.00 | | | |
| | | | SEPT. 2023 DESIGN SERVICES | 130.00 | | | |
| | | | CONSULTANT SERVICES 07.01.23 TO 09.30.23 | 474.75 | | | |
| | | | SEPT. 2023 CONSULTANT DESIGN SERVICES | 4,455.00 | | | |
| 1001782 | 11-01-23 | USA BLUEBOOK | WELL WATER - SONIC WATER LEVEL MONITOR | 2,754.84 | 3,542.09 | | 3,542.09 |
| | | | PRESSURE GAUGES - WATER PRODUCTION | 273.94 | | | |
| | | | PRESSURE GAUGES | 513.31 | | | |
| 1001783 | 11-01-23 | VALLEY LOCK & SAFE | STANDARD KEY - BALANCE | 3.10 | 3.10 | | 3.10 |
| 1001784 | 11-01-23 | WATERLINE TECHNOLOGIES INC. | 8 DRUMS REFILLED | 1,956.74 | 9,049.93 | | 9,049.93 |
| | | | 10 DRUMS REFILLED | 2,445.93 | | | |
| | | | 10 DRUMS REFILLED #5657054 | 2,445.93 | | | |
| | | | 9 DRUMS REFILLED #5658945 | 2,201.33 | | | |
| 1001785 | 11-01-23 | WESTERN WATER WORKS | RUBBER GASKETS RANGE 406-431 N/I | 49.14 | 49.14 | | 49.14 |
| 1001786 | 11-01-23 | XEROX CORPORATION | OCT-NOV 2023 XEROX LEASE | 343.73 | 343.73 | | 343.73 |
| 1001787 | 11-08-23 | ACWA-JPIA HEALTH BENEFITS AUTH. | DEC. 2023 PREPAID INSURANCE | 94,972.92 | 94,972.92 | | 94,972.92 |
| 1001788 | 11-08-23 | ACWA | 2024 ANNUAL AGENCY DUES | 25,395.00 | 25,395.00 | | 25,395.00 |
| 1001789 | 11-08-23 | ALTA LANGUAGE SERVICES, INC. | BILINGUAL EXAM - E.FELIX, A. PEREA | 110.00 | 110.00 | | 110.00 |
| 1001790 | 11-08-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 10.11.23 | 304.87 | 589.74 | | 589.74 |
| | | | UNIFORM SERVICES 10.18.23 | 284.87 | | | |
| 1001791 | 11-08-23 | BECK OIL, INC. | UNLEADED GASOLINE | 3,837.57 | 11,087.52 | | 11,087.52 |
| | | | UNLEADED GASOLINE | 7,249.95 | | | |
| 1001792 | 11-08-23 | CIVICPLUS LLC | MUNICODE MEETINGS ANNUAL SUBSCRIPTION | 3,399.98 | 3,399.98 | | 3,399.98 |
| 1001793 | 11-08-23 | CORE & MAIN LP | SWING CHECK VALVE | 5,284.07 | 5,284.07 | | 5,284.07 |
| | | | CLOSE BR NIPPLE | | | | |
| | | | FIP X MC BALL VALCE W LOCK WING | | | | |
| 1001794 | 11-08-23 | COUNTY OF RIVERSIDE | RIVCO HAZMAT PERMIT - HWWTP | 1,317.00 | 1,317.00 | | 1,317.00 |
| 1001795 | 11-08-23 | CSDA | ANNUAL DUES CSDA | 9,275.00 | 9,275.00 | | 9,275.00 |
| 1001796 | 11-08-23 | DESERT WATER AGENCY | DWA RAC FEES FOR ID-E | 12,229.55 | 429,571.19 | | 429,571.19 |
| | | | DWA RAC FEES - MAIN SYSTEM | 417,341.64 | | | |
| 1001797 | 11-08-23 | FERGUSON WATERWORKS #1083 | INVENTORY | 50,021.86 | 50,021.86 | | 50,021.86 |
| 1001798 | 11-08-23 | FRANCHISE TAX BOARD | GARNISHMENT PMT #5 | 150.00 | 150.00 | | 150.00 |
| 1001799 | 11-08-23 | GREATER PALM SPRINGS CONVENTION | ANNUAL DUES | 300.00 | 300.00 | | 300.00 |
| 1001800 | 11-08-23 | JOE HERNANDEZ | AWWA BACKFLOW EXAM REIMB. | 285.00 | 285.00 | | 285.00 |
| 1001801 | 11-08-23 | LILIA RODRIQUEZ | ACCOUNT REFUND 13340 CALIENTE DR | 1,078.67 | 1,078.67 | | 1,078.67 |
| 1001802 | 11-08-23 | PARKERS BUILDING SUPPLY | FUEL CAN/OIL - PRODUCTION | 60.29 | 60.29 | | 60.29 |
| 1001803 | 11-08-23 | ROBERT G MODRICH | OCT. 2023 UNIDATA MAINTENANCE | 4,836.00 | 4,836.00 | | 4,836.00 |
| 1001804 | 11-08-23 | TKE ENGINEERING, INC | PP #20 FOR C&M INSPECTION | 133,912.87 | 0.00 | 133,912.87 | 133,912.87 |
| 1001805 | 11-08-23 | UMETECH, INC. | SPAM FILTERING SERVICE 2022-2023 | 360.00 | 13,920.35 | | 13,920.35 |
| | | | IT SUPPORT OCT. 2023 | 13,560.35 | | | |
| 1001806 | 11-08-23 | URBAN HABITAT | SEPT. 2023 LANDSCAPING | 3,150.00 | 3,150.00 | | 3,150.00 |

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|--------------|------------|---------------------------------------|---|----------------|-----------|---------|-----------|
| 1001807 | 11-08-23 | USA-FACT INC | BACKGROUND CHECKS - NEW EMPLOYEES | 96.07 | 96.07 | | 96.07 |
| 1001808 | 11-08-23 | USA BLUEBOOK | INVENTORY | 145.32 | 448.34 | | 448.34 |
| | | | SPEC CHECK LR DPD CHLORINE PRODUCTION | 303.02 | | | |
| 1001809 | 11-08-23 | WILLDAN FINANCIAL SERVICES | TAX ROLL PREP - STANDBY & SEWER CHARGES | 8,300.00 | 8,300.00 | | 8,300.00 |
| 1001810 | 11-08-23 | XYLEM DEWATERING SOLUTIONS INC | PUMP RENTAL FOR DPLS | 8,035.42 | 8,035.42 | | 8,035.42 |
| 1001811 | 11-13-23 | ARLENE ROSENTHAL | ACCOUNT REFUND 65827 5TH ST | 68.40 | 68.40 | | 68.40 |
| 1001812 | 11-13-23 | BRANDALYNN MANN | ACCOUNT REFUND 66033 2ND ST | 67.10 | 67.10 | | 67.10 |
| 1001813 | 11-13-23 | BRICKMAN INV CORP | ACCOUNT REFUND 16789 VIA CORTO W | 24.61 | 24.61 | | 24.61 |
| 1001814 | 11-13-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | 447.64 | 447.64 | | 447.64 |
| 1001814 | 11-29-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | -447.64 | -447.64 | | -447.64 |
| 1001815 | 11-13-23 | NICK HAUF | ACCOUNT REFUND 11778 POMELO DR | 35.53 | 35.53 | | 35.53 |
| 1001816 | 11-13-23 | PETERSON GRADING & PAVING, INC. | ACCOUNT REFUND DILLON RD & DIABLO ROAD | 694.74 | 694.74 | | 694.74 |
| 1001817 | 11-13-23 | RAYMOND RODRIGUEZ | ACCOUNT REFUND 66212 1ST ST | 74.30 | 74.30 | | 74.30 |
| 1001818 | 11-13-23 | ROSALINDA BARRANCO | ACCOUNT REFUND 68651 PANORAMA DR | 155.11 | 155.11 | | 155.11 |
| 1001819 | 11-15-23 | ANSAFONE CONTACT CENTERS | ANSAFONE ANSWERING SERVICE | 399.43 | 399.43 | | 399.43 |
| 1001820 | 11-15-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 11.01.23 | 423.91 | 506.82 | | 506.82 |
| | | | UNIFORMS 11.05.23 | 82.91 | | | |
| 1001821 | 11-15-23 | BABCOCK LABORATORIES, INC. | JEETER - 65000 TWO BUNCH PALMS | 510.77 | 1,222.08 | | 1,222.08 |
| | | | MEDMEN - 13300 LITTLE MORONGO RD. | 510.77 | | | |
| | | | TOTAL N PACKAGE - HWWTP/DCWWTP | 200.54 | | | |
| 1001822 | 11-15-23 | BRAX COMPANY, INC. | BALDOR MOTORS - HORTON PLANT | 4,410.01 | 4,410.01 | | 4,410.01 |
| 1001823 | 11-15-23 | CASAMAR GROUP, LLC | LABOR COMPLIANCE SVS. - FM THOMAS A/C | 299.97 | 1,316.31 | | 1,316.31 |
| | | | LABOR COMPLIANCE - F.M. THOMAS A/C | 168.99 | | | |
| | | | LABOR COMPLIANCE - LEGEND PUMP | 128.56 | | | |
| | | | LABOR COMPLIANCE - LO LYNCH WELLS | 166.56 | | | |
| | | | LABOR COMPLIANCE - SOUTHWEST PUMP | 214.26 | | | |
| | | | LABOR COMPLIANCE - URBAN HABITAT | 126.13 | | | |
| | | | LABOR COMPLIANCE - B-81 PAVING INC | 211.84 | | | |
| 1001824 | 11-15-23 | CLINICAL LABORATORY OF SAN BERNARDINO | BOD TESTING H+DC - 09/2023 | 680.00 | 3,076.00 | | 3,076.00 |
| | | | LAB SERVICES FOR SAMPLES - 09/2023 | 2,396.00 | | | |
| 1001825 | 11-15-23 | CWEA | CWEA MEMBERSHIP RENEWAL | 221.00 | 221.00 | | 221.00 |
| 1001826 | 11-15-23 | DESERT VALLEY DISPOSAL, INC. | SERVICE CHARGES - ADMIN | 544.89 | 1,338.79 | | 1,338.79 |
| | | | SERVICE CHARGES - CORP YARD | 793.90 | | | |
| 1001827 | 11-15-23 | DESERT TIRE AND AUTO REPAIR | REPLACEMENT TIRES - UNIT 428 | 1,050.03 | 3,290.26 | | 3,290.26 |
| | | | REPLACEMENT TIRES - UNIT 410 | 1,200.23 | | | |
| | | | REPLACEMENT TIRES - 3500 TRUCK | 1,040.00 | | | |
| 1001828 | 11-15-23 | DIAMOND CHEVROLET BUICK GMC | FUEL REPAIRS - UNIT #399 | 796.00 | 796.00 | | 796.00 |
| 1001829 | 11-15-23 | ECOLOGY AUTO PARTS | SLUDGE HAULING | 2,000.00 | 14,602.97 | | 14,602.97 |
| | | | SLUDGE HAULING | 3,000.00 | | | |
| | | | SLUDGE HAULING | 4,182.22 | | | |
| | | | SLUDGE HAULING | 5,420.75 | | | |
| 1001830 | 11-15-23 | ENTERPRISE FM TRUST | MONTHLY FLEET LEASE - 11/2023 | 18,209.43 | 18,209.43 | | 18,209.43 |
| 1001831 | 11-15-23 | ENVIROGEN TECHNOLOGIES INC | WELL 26A URANIUM TREATMENT - 10/2023 | 4,120.87 | 4,120.87 | | 4,120.87 |
| 1001832 | 11-15-23 | FAITH LARSEN | TOILET REBATE-LARSEN | 100.00 | 100.00 | | 100.00 |
| 1001833 | 11-15-23 | FEDEX | WF PYMT MGR OVERNIGHT FEE | 48.49 | 48.49 | | 48.49 |
| 1001834 | 11-15-23 | FORSHOCK | SCADA MONITORING | 220.00 | 220.00 | | 220.00 |
| 1001835 | 11-15-23 | GRAINGER | SOLID CORE CURRENT TRANSFORMER - PRODUCTION | 494.90 | 494.90 | | 494.90 |
| 1001836 | 11-15-23 | HI-DESERT AIR INC. | FILTERS FOR A/C | 380.00 | 380.00 | | 380.00 |
| 1001837 | 11-15-23 | HOME DEPOT CREDIT SERVICES | HOME DEPOT CREDIT CARD | 1,678.56 | 1,678.56 | | 1,678.56 |
| 1001838 | 11-15-23 | MANPOWER US INC. | STAFFING SERVICES - FIELD SERVICE STAFF | 1,336.32 | 12,107.52 | | 12,107.52 |
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |

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|--------------|------------|--|--|----------------|-----------|---------|----------|
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |
| | | | STAFFING SERVICES - FIELD SERVICE TEMP | 1,670.40 | | | |
| | | | STAFFING SERVICES - FIELD SERVICE TEMP | 1,670.40 | | | |
| | | | STAFFING SERVICES - WWTP OIT | 1,600.00 | | | |
| | | | WWTP OIT - ISAAC LOPEZ | 960.00 | | | |
| | | | METER READER TEMP. - ALEX M. | 1,670.40 | | | |
| 1001839 | 11-15-23 | MATHESON TRI-GAS, INC | HARD HATS & EAR MUFFS - C&M | 149.97 | 208.16 | | 208.16 |
| | | | HARD HAT & EAR MUFFS - C&M | 58.19 | | | |
| 1001840 | 11-15-23 | MOTION INDUSTRIES, INC. | REPLACEMENT BELT PARTS FOR AUGER | 292.56 | 496.49 | | 496.49 |
| | | | REPLACEMENT PARTS FOR CLARIFIER #3 | 203.93 | | | |
| 1001841 | 11-15-23 | O'REILLY AUTOMOTIVE INC. | RESTOCK 55 GAL. DEF FLUID | 407.30 | 407.30 | | 407.30 |
| 1001842 | 11-15-23 | PALM SPRINGS MOTORS INC | REPAIRS - UNIT 404 | 461.37 | 461.37 | | 461.37 |
| 1001843 | 11-15-23 | PALM SPRINGS PEST CONTROL, INC. | PEST CONTROL - ADMIN | 90.00 | 300.00 | | 300.00 |
| | | | BAIT BOX - ADMIN BLDG/OLD STORES | 40.00 | | | |
| | | | PEST CONTROL - ANNEX | 65.00 | | | |
| | | | PEST CONTROL - CORP YARD | 45.00 | | | |
| | | | BAIT BOX - CORP YARD | 60.00 | | | |
| 1001844 | 11-15-23 | PARKERS BUILDING SUPPLY | CHAINSAW CHAIN - PRODUCTION | 28.00 | 28.00 | | 28.00 |
| 1001845 | 11-15-23 | POWERPLAN OIB | REPLACEMENT BACKHOE WINDOW | 724.73 | 724.73 | | 724.73 |
| 1001846 | 11-15-23 | RTK REFRIGERATION | ICE MACHINE REPAIR - CORP YARD | 497.50 | 497.50 | | 497.50 |
| 1001847 | 11-15-23 | RUSS MARTIN | MILEAGE REIMBURSEMENT | 106.76 | 106.76 | | 106.76 |
| 1001848 | 11-15-23 | SA RECYCLING LLC | GREENWASTE - WELL SITES | 111.80 | 111.80 | | 111.80 |
| 1001849 | 11-15-23 | SLOVAK BARON EMPY MURPHY & PINKNEY LLP | LEGAL SERVICES RETAINER | 6,500.00 | 6,500.00 | | 6,500.00 |
| 1001850 | 11-15-23 | SMITH PIPE & SUPPLY, INC | RESTOCK 3" TRENCHING SHOVELS | 90.66 | 90.66 | | 90.66 |
| 1001851 | 11-15-23 | SOCAL LABOR COMPLIANCE LLC | DUCTLESS SPLIT A/C WORK - LABOR COMP. | 828.75 | 828.75 | | 828.75 |
| 1001852 | 11-15-23 | SOUTHERN CALIFORNIA EDISON COMPANY | ELECTRIC BILL | 7,244.28 | 7,244.28 | | 7,244.28 |
| 1001853 | 11-15-23 | SOUTHWEST LIFT & EQUIPMENT, INC. | INSPECTION SERVICE CALL | 560.00 | 560.00 | | 560.00 |
| 1001854 | 11-15-23 | THEODORE MAYRHOFEN | MILEAGE REIMBURSEMENT | 91.70 | 91.70 | | 91.70 |
| 1001855 | 11-15-23 | TOPS N BARRICADES, INC | NO PARKING SIGNS - PRODUCTION | 306.68 | 873.81 | | 873.81 |
| | | | SAFETY YELLOW BOMBER JACKETS - ENGINEERING | 162.96 | | | |
| | | | YELLOW SAFETY JACKETS - C&M | 404.17 | | | |
| 1001856 | 11-15-23 | UNDERGROUND SERVICE ALERT | UNDERGROUND SERVICE ALERT | 368.75 | 368.75 | | 368.75 |
| 1001857 | 11-15-23 | URBAN HABITAT | MONTHLY LANDSCAPE | 5,550.00 | 5,550.00 | | 5,550.00 |
| 1001858 | 11-15-23 | USA BLUEBOOK | D-CHLOR TABLETS | 251.24 | 514.93 | | 514.93 |
| | | | HIGH CAPACITY CARTRIDGE - WASTEWATER | 229.23 | | | |
| | | | 1" BALL VALVE | 71.43 | | | |
| | | | CREDIT FOR REQ. 120137 | -301.65 | | | |
| | | | 1" BALL VALVE | 264.68 | | | |
| 1001859 | 11-15-23 | VALLEY LOCK & SAFE | REPLACEMENT GATE OPENERS | 210.43 | 210.43 | | 210.43 |
| 1001860 | 11-15-23 | WEST COAST SAND AND GRAVEL INC. | RESTOCK BASE MATERIAL - CORP YARD | 465.72 | 465.72 | | 465.72 |
| 1001861 | 11-15-23 | WESTAIR GASES & EQUIPMENT, INC. | REFILL WELDING GAS TANKS | 300.00 | 300.00 | | 300.00 |
| 1001862 | 11-15-23 | WHITE CAP CONSTRUCTION SUPPLY | RESTOCK MAXIFLEX WORK GLOVES L-XL | 662.32 | 725.72 | | 725.72 |
| | | | STOCK 4XL SAFETY VEST FIELD STAFF | 63.40 | | | |
| 1001863 | 11-28-23 | ALEJANDRO FIGUEROA | ACCOUNT REFUND 11419 POMELO DR | 43.03 | 43.03 | | 43.03 |
| 1001864 | 11-28-23 | ANDREA RODRIGUEZ | ACCOUNT REFUND 66835 GRANADA AVE | 45.55 | 45.55 | | 45.55 |
| 1001865 | 11-28-23 | ELAINE VAZQUEZ | ACCOUNT REFUND 9735 EL RIO LN | 18.53 | 18.53 | | 18.53 |
| 1001866 | 11-28-23 | HARVEY SCHWARTZ | ACCOUNT REFUND 13604 COLONY RD | 211.37 | 211.37 | | 211.37 |
| 1001867 | 11-28-23 | HUGO DOMINGUEZ | ACCOUNT REFUND 15565 BUBBLING WELLS RD | 83.99 | 83.99 | | 83.99 |
| 1001868 | 11-28-23 | MARY LEE | ACCOUNT REFUND 13591 OVERLOOK DR | 75.66 | 75.66 | | 75.66 |
| 1001869 | 11-28-23 | RICHARD PERRONE | ACCOUNT REFUND 69390 FAIRWAY DR | 4.01 | 4.01 | | 4.01 |
| 1001870 | 11-28-23 | ROMNEY HAYDEN | ACCOUNT REFUND 64067 DOLOMITES CT | 30.00 | 30.00 | | 30.00 |

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|--------------|------------|------------------------------------|---|----------------|-----------|--------------|--------------|
| 1001871 | 11-28-23 | RUEBEN SCHY | ACCOUNT REFUND 62743 KITETAIL DR | 35.83 | 35.83 | | 35.83 |
| 1001872 | 11-28-23 | SAMANTHA PITTMAN | ACCOUNT REFUND 66031 8TH ST | 39.79 | 39.79 | | 39.79 |
| 1001873 | 11-28-23 | SAUNUYA INGERSOLL | ACCOUNT REFUND 10860 SANTA CRUZ RD | 13.62 | 13.62 | | 13.62 |
| 1001874 | 11-28-23 | TIMOTHY D GILLOON | ACCOUNT REFUND 65370 AVE DORADO | 41.03 | 41.03 | | 41.03 |
| 1001875 | 11-28-23 | TONY RIOS, JR. | ACCOUNT REFUND 66300 6TH ST | 131.59 | 131.59 | | 131.59 |
| 1001876 | 11-28-23 | YOUNAN M BISHAY | ACCOUNT REFUND 10591 AURORA PL | 14.44 | 14.44 | | 14.44 |
| 1001877 | 11-30-23 | ADT COMMERCIAL LLC | ADMIN/CORP YARD SECURITY ALARM | 347.24 | 347.24 | | 347.24 |
| 1001878 | 11-30-23 | AECOM TECHNICAL SERVICES INC. | WELL 42 REDESIGN PP #24 | 2,164.25 | 0.00 | 2,164.25 | 2,164.25 |
| 1001879 | 11-30-23 | AMANDA LUCAS | NOTARY EXAM FEE REIMBURSEMENT | 40.00 | 40.00 | | 40.00 |
| 1001880 | 11-30-23 | ANSAFONE CONTACT CENTERS | ANSAFONE ANSWERING SERVICE | 395.46 | 395.46 | | 395.46 |
| 1001881 | 11-30-23 | ARAMARK UNIFORM SERVICES, LLC | UNIFORM SERVICES 11.08.23 | 324.42 | 668.55 | | 668.55 |
| | | | UNIFORM SERVICES 11.15.23 | 344.13 | | | |
| 1001882 | 11-30-23 | B-81 PAVING INC | PAVING AT VARIOUS LOCATIONS | 54,777.50 | 54,777.50 | | 54,777.50 |
| 1001883 | 11-30-23 | BABCOCK LABORATORIES, INC. | TOTAL N PACKAGE - VV DISCHARGE | 510.77 | 510.77 | | 510.77 |
| 1001884 | 11-30-23 | BRIAN MACY | ACWA FLIGHT REIMB. - B.MACY | 268.20 | 268.20 | | 268.20 |
| 1001885 | 11-30-23 | BRINKS INCORPORATED | MONTHLY SERVICES | 299.38 | 728.89 | | 728.89 |
| | | | MONTHLY SERVICES | 67.70 | | | |
| | | | JULY EXCESS MONTHLY SERVICES - MISSED INVOICE | 67.70 | | | |
| | | | MONTHLY SERVICES - MISSED INVOICE | 294.11 | | | |
| 1001886 | 11-30-23 | CARPI & CLAY, INC | FEDERAL ADVOCACY SERVICES FOR OCTOBER 2023 | 4,000.00 | 4,000.00 | | 4,000.00 |
| 1001887 | 11-30-23 | CASAMAR GROUP, LLC | S.E.P. OCT 2023 | 257.12 | 257.12 | | 257.12 |
| 1001888 | 11-30-23 | CASEY DOLAN | DIGITAL ADVERTISING SERVICES | 650.00 | 650.00 | | 650.00 |
| 1001889 | 11-30-23 | CHAMELEON BEVERAGE COMPANY INC | BOTTLED WATER SHIPMENT | 18,778.00 | 18,778.00 | | 18,778.00 |
| 1001890 | 11-30-23 | CHRISTIAN CARRANZA | ACCOUNT REFUND 15TH AVE EAST OF LONG CANYON | 447.64 | 447.64 | | 447.64 |
| 1001891 | 11-30-23 | CIVICPLUS LLC | WEBSITE TEXTING SERVICE | 299.09 | 299.09 | | 299.09 |
| 1001892 | 11-30-23 | COUNTY OF RIVERSIDE | LONG CANYON RD RESURFACING D0-014 | 7,312.00 | 15,535.00 | | 15,535.00 |
| | | | MOUNTAIN VIEW RD RESURFACING | 8,223.00 | | | |
| 1001893 | 11-30-23 | CV STRATEGIES | BILLBOARD - PROTECT YOUR PIPES | 1,042.50 | 7,092.50 | | 7,092.50 |
| | | | VIDEO SERVICES - UNDERSTANDING YOUR BILL | 4,063.75 | | | |
| | | | MSWD 2024 CALENDAR | 1,986.25 | | | |
| 1001894 | 11-30-23 | CWEA | CWEA MEMBERSHIP RENEWAL- MARK V. | 221.00 | 334.00 | | 334.00 |
| | | | COLL. SYST. GRADE 4 RENEWAL - DAVID W. | 113.00 | | | |
| 1001895 | 11-30-23 | CYPRESS DENTAL ADMINISTRATORS | DECEMBER 2023 PREPAID DENTAL INSURANCE | 5,191.12 | 5,191.12 | | 5,191.12 |
| 1001896 | 11-30-23 | DESERT VALLEY BUILDERS ASSOCIATION | DVBA YEARLY DUES | 573.00 | 573.00 | | 573.00 |
| 1001897 | 11-30-23 | DESERT HOT SPRINGS WOMENS CLUB | DHS WOMENS CLUB B&W GALA | 500.00 | 500.00 | | 500.00 |
| 1001898 | 11-30-23 | DOWNING CONSTRUCTION, INC. | PROGRESS PAYMENT #8 | 601,000.44 | 0.00 | 601,000.44 | 601,000.44 |
| 1001899 | 11-30-23 | ECOLOGY AUTO PARTS | SLUDGE HAULING - CREDIT FOR INV. 1267 | -2,082.51 | 2,447.36 | | 2,447.36 |
| | | | SLUDGE HAULING | 1,429.67 | | | |
| | | | SLUDGE HAULING - CREDIT FOR INV. 1256 | -4,497.25 | | | |
| | | | SLUDGE HAULING | 3,082.89 | | | |
| | | | SLUDGE HAULING | 4,514.56 | | | |
| 1001900 | 11-30-23 | FEDEX | WF PMT MGR OVERNIGHT FEE | 48.38 | 145.34 | | 145.34 |
| | | | WF PMT MGR OVERNIGHT FEE | 48.58 | | | |
| | | | WF PMT MGR OVERNIGHT FEE | 48.38 | | | |
| 1001901 | 11-30-23 | FORSHOCK | TROUBLESHOOTING FOR RAS 5,3 & 4 | 941.00 | 941.00 | | 941.00 |
| 1001902 | 11-30-23 | FRANCHISE TAX BOARD | GARNISHMENT PPE 11.10.23 | 150.00 | 150.00 | | 150.00 |
| 1001903 | 11-30-23 | HUNSAKER & ASSOCIATES IRVINE, INC. | PP#4 WELL 35 DESIGN SERVICES | 2,268.00 | 0.00 | 2,268.00 | 2,268.00 |
| 1001904 | 11-30-23 | INFOSEND INC | MONTHLY BILLING SERVICES | 4,574.66 | 6,098.15 | | 6,098.15 |
| | | | MONTHLY BILLING SERVICES | 175.77 | | | |
| | | | BILLING INSERT-SEPT. NEWSLETTER | 1,347.72 | | | |
| 1001905 | 11-30-23 | J.F. SHEA CONSTRUCTION, INC. | CONSTRUCTION PROGRESS PMT #19 | 1,426,163.04 | 0.00 | 1,426,163.04 | 1,426,163.04 |

| CHECK NUMBER | CHECK DATE | CHECK PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE AMOUNT | OPERATING | CAPITAL | TOTAL |
|--------------|------------|--|--|----------------|------------|----------|------------|
| 1001906 | 11-30-23 | JOHN COTTEN | ENGINEERING RELEASE OF DEPOSIT - JOHN COTTEN | 1,936.10 | 1,936.10 | | 1,936.10 |
| 1001907 | 11-30-23 | KENWOOD ENERGY | TASK #1 - PROGRESS PAYMENT #3 | 4,875.00 | 4,875.00 | | 4,875.00 |
| 1001908 | 11-30-23 | KYLE GROUNDWATER, INC. | WELL 35 HYDRO SUPP. SVCS. - PP #1 | 2,175.00 | 0.00 | 2,175.00 | 2,175.00 |
| 1001909 | 11-30-23 | LAS PALMAS RESTAURANT CUISINE | EMPLOYEE HOLIDAY EVENT LUNCHEON | 1,500.00 | 1,500.00 | | 1,500.00 |
| 1001910 | 11-30-23 | LEGEND PUMP & WELL SERVICE, INC. | TERRACE BOOSTER #4 TROUBLE SHOOTING | 501.50 | 501.50 | | 501.50 |
| 1001911 | 11-30-23 | LIFT TO RISE | ACCOUNT REFUND 66623 MISSION LAKES BLVD | 346.07 | 346.07 | | 346.07 |
| 1001912 | 11-30-23 | MANPOWER US INC. | GM REPORT/GRANT-MICHAEL | 3,016.00 | 8,326.00 | | 8,326.00 |
| | | | GM REPORT/GRANT-MICHAEL | 3,770.00 | | | |
| | | | WWTP OIT - ISAAC LOPEZ | 1,540.00 | | | |
| 1001913 | 11-30-23 | PARKERS BUILDING SUPPLY | MISC. ITEMS - PRODUCTION | 7.53 | 52.71 | | 52.71 |
| | | | MISC. ITEMS FOR PRODUCTION | 12.88 | | | |
| | | | MISC. ITEMS FOR PRODUCTION | 32.30 | | | |
| 1001914 | 11-30-23 | QUADIENT FINANCE USA, INC. | POSTAGE REPLENISHMENT & LATE FEE | 539.00 | 539.00 | | 539.00 |
| 1001915 | 11-30-23 | RAY LOPEZ ASSOCIATES | INSPECTIONS/TURF REBATE | 5,075.00 | 5,075.00 | | 5,075.00 |
| 1001916 | 11-30-23 | SLOVAK BARON EMPEY MURPHY & PINKNEY LLP | OCT. 2023 LEGAL SERVICES | 11,387.50 | 11,387.50 | | 11,387.50 |
| 1001917 | 11-30-23 | SOUTHERN CALIFORNIA EDISON COMPANY | ELECTRIC BILL | 3,640.24 | 33,888.55 | | 33,888.55 |
| | | | 8247 11.09.23 | 30,248.31 | | | |
| 1001918 | 11-30-23 | T4 SPATIAL, LLC | CCTV STORAGE - NOV. 2023 | 1,250.00 | 1,250.00 | | 1,250.00 |
| 1001919 | 11-30-23 | THE UPS STORE #5062 | B.MACY NAMEPLATE - LOBBY | 20.48 | 20.48 | | 20.48 |
| 1001920 | 11-30-23 | THE LINCOLN NATL. LIFE INS. CO. | DEC. 2023 PREPAID INS. | 4,128.63 | 4,128.63 | | 4,128.63 |
| 1001921 | 11-30-23 | THE PC MANAGER LLC | NEW WEB SERVER | 3,352.76 | 3,352.76 | | 3,352.76 |
| 1001922 | 11-30-23 | THE LAMAR COMPANIES | BILLBOARD - PROTECT YOUR PIPES | 125.00 | 1,075.00 | | 1,075.00 |
| | | | BILLBOARD - PROTECT YOUR PIPES | 950.00 | | | |
| 1001923 | 11-30-23 | TOTAL CARE WORK INJURY CLINIC | DOT PHYSICAL/NEW EMPLOYEE PHYSICAL - F.RUELAS & C.BELL | 260.00 | 260.00 | | 260.00 |
| 1001924 | 11-30-23 | TWO SPRINGS LLC | ENGINEERING RELEASE OF DEPOSIT | 3,466.25 | 3,466.25 | | 3,466.25 |
| 1001925 | 11-30-23 | WATERLINE TECHNOLOGIES INC. | 7 DRUMS REFILLED | 1,712.15 | 6,359.41 | | 6,359.41 |
| | | | 10 DRUMS REFILLED | 2,445.93 | | | |
| | | | 8 DRUMS REFILLED | 1,956.74 | | | |
| | | | 1 DRUM REFILLED | 244.59 | | | |
| 1001926 | 11-30-23 | WEST YOST & ASSOCIATES, INC. | NITROGEN CONTROL STRATEGY SEP - OCT | 756.00 | 2,057.25 | | 2,057.25 |
| | | | HORTON WTP TDS EVAL WORK PLAN SEP 2023 | 1,022.00 | | | |
| | | | NITROGEN CONTROL STRATEGY | 279.25 | | | |
| 1001927 | 11-30-23 | WIENHOFF DRUG TESTING | ANNUAL DOT SVCS. MEMBERSHIP | 1,700.00 | 1,700.00 | | 1,700.00 |
| 99104924 | 11-01-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 10.13.2023 | 34,551.91 | 34,551.91 | | 34,551.91 |
| 99104942 | 11-03-23 | WELLS FARGO BANK | AUTO DEP PPE 10.27.23 | 134,355.33 | 134,355.33 | | 134,355.33 |
| 99104943 | 11-06-23 | STATE OF CA EDD | STATE TAX PPE 10.27.23 | 10,252.78 | 10,252.78 | | 10,252.78 |
| 99104944 | 11-03-23 | EFTPS-IRS PAYROLL TAX REMITTANCE | FED TAX DEP PPE 10.27.23 | 50,205.28 | 50,205.28 | | 50,205.28 |
| 99104945 | 11-03-23 | LINCOLN NATIONAL LIFE INS CO | DEF COMP PPE 10.27.23 | 11,153.54 | 11,153.54 | | 11,153.54 |
| 99104971 | 11-07-23 | PAYNEARME MT, INC. | OCT. 2023 PAYNEARME FEES | 7,978.74 | 7,978.74 | | 7,978.74 |
| 99104972 | 11-07-23 | AFLAC | OCT. 2023 AFLAC DEDUCTIONS | 2,774.46 | 2,774.46 | | 2,774.46 |
| 99104974 | 11-01-23 | WELLS FARGO BANK | OCT. 2023 LOC INTEREST EXPENSE | 48,212.50 | 48,212.50 | | 48,212.50 |
| 99105073 | 11-13-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 10.27.2023 | 35,169.88 | 35,169.88 | | 35,169.88 |
| 99105080 | 11-14-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS RETRO PPE 07.09.21 | 520.55 | 520.55 | | 520.55 |
| 99105106 | 11-20-23 | RIVERSIDE COUNTY DCSS - MAIN OFFICE | MONTHLY IWO - PPE 11.10.23 | 176.25 | 176.25 | | 176.25 |
| 99105107 | 11-17-23 | WELLS FARGO BANK | AUTO DEP PPE 11.10.23 | 149,745.58 | 149,745.58 | | 149,745.58 |
| 99105108 | 11-17-23 | EFTPS-IRS PAYROLL TAX REMITTANCE | FED TAX DEP PPE 11.10.23 | 54,103.06 | 54,103.06 | | 54,103.06 |
| 99105109 | 11-20-23 | STATE OF CA EDD | STATE TAX PPE 11.10.23 | 11,073.10 | 11,073.10 | | 11,073.10 |
| 99105110 | 11-17-23 | LINCOLN NATIONAL LIFE INS CO | DEF COMP PPE 11.10.23 | 11,611.36 | 11,611.36 | | 11,611.36 |
| 99105153 | 11-17-23 | PAYMENTUS CORPORATION | OCT CREDIT CARDS FEES | 4,276.85 | 4,276.85 | | 4,276.85 |
| 99105162 | 11-29-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | DELINQUENT PAYROLL | 200.00 | 200.00 | | 200.00 |

| CHECK NUMBER | CHECK DATE | PAID TO VENDOR | DISBURSEMENT DESCRIPTION | INVOICE | | | TOTAL |
|--------------------|------------|--|--|--------------|--------------|--------------|--------------|
| | | | | AMOUNT | OPERATING | CAPITAL | |
| 99105223 | 11-30-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS PPE 11.10.2023 | 36,582.42 | 36,582.42 | | 36,582.42 |
| 99105224 | 11-30-23 | CALIF PUBLIC EMPLOYEES RETIREMENT SYSTEM | PERS DAVID P. RETRO PPE 11.10.23 | 71.06 | 71.06 | | 71.06 |
| 99105229 | 11-29-23 | DOWNING CONSTRUCTION, INC. | RETENTION WIRE FOR PP#8 | 31,631.60 | 0.00 | 31,631.60 | 31,631.60 |
| 99105231 | 11-29-23 | J.F. SHEA CONSTRUCTION, INC. | RETENTION WIRE FOR PROGRESS PMT #19 | 75,061.21 | 0.00 | 75,061.21 | 75,061.21 |
| 99105233 | 11-29-23 | WELLS FARGO - WELLSONE | OCTOBER 2023 CC PAYMENT | 39,051.66 | 39,051.66 | | 39,051.66 |
| 99105242 | 11-28-23 | SOUTHERN CALIFORNIA EDISON COMPANY | GRANT OF EASEMENT SCE PROJECT #204258121 | 50,000.00 | 0.00 | 50,000.00 | 50,000.00 |
| 99105277 | 11-30-23 | BBVA COMPASS | PNC LOAN PAYOFF | 1,744,861.73 | 1,744,861.73 | | 1,744,861.73 |
| PR110323 | 11-03-23 | EMPLOYEES | | 0.00 | 0.00 | | 0.00 |
| PR111723 | 11-17-23 | EMPLOYEES | | 988.91 | 988.91 | | 988.91 |
| | | | CURRENT CHECK TOTAL | 6,150,153.9 | 3,662,711.9 | 2,487,442.0 | 6,150,153.9 |
| TOTAL | | | | 6,150,153.97 | 3,662,711.93 | 2,487,442.04 | 6,150,153.97 |
| 207 records listed | | | | | | | |

AGENDA STAFF REPORT



MEETING NAME: REGULAR BOARD MEETINGS

MEETING DATE(S): DECEMBER 14 & 18, 2023

FROM: ARTURO CEJA – DIRECTOR OF FINANCE

FOR: ACTION X DIRECTION _____ INFORMATION _____

ANNUAL REPORT OF CAPACITY FEES AND RELATED CAPITAL EXPENDITURES

STAFF RECOMMENDATION

Receive and file the annual report of capacity fees and related expenditures as submitted.

SUMMARY

In accordance with California Government Code section 66006 (b), the attached report has been prepared for your acceptance and to be made available to the public. These reports have been submitted to the Desert Valley Builders Association and the Building Industry Association for review which is done as a courtesy on an annual basis.

ANALYSIS

Since January 1989, the District has collected \$23,890,942 of water capacity fees and expended \$42,298,620 on qualifying projects. Since 1989, the District has collected \$19,864,328 of sewer capacity fees and expended \$36,948,024 on qualifying projects.

FISCAL IMPACT

None

ATTACHMENTS

- Connection Fees Summary – Water
- Connection Fees Summary – Sewer

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

**MISSION SPRINGS WATER DISTRICT
SEWER DISTRICT
CONNECTION FEE SUMMARY**

| FISCAL YEAR ENDING JUNE 30. | BEGINNING BALANCE | CONNECTION FEES COLLECTED | CAPITAL EXPENDITURES | INTEREST EARNED | ENDING BALANCE |
|--------------------------------------|----------------------|---------------------------------|-------------------------|--------------------|---------------------|
| 1989 | 0 | 95,555 | (97,152) | 0 | (1,597) |
| 1990 | (1,597) | 91,230 | (209,911) | 0 | (120,278) |
| 1991 | (120,278) | 104,902 | (14,189) | 0 | (29,565) |
| 1992 | (29,565) | 214,062 | (374,563) | 0 | (190,066) |
| 1993 | (190,066) | 197,322 | (1,682,235) | 0 | (1,674,979) |
| 1994 | (1,674,979) | 196,760 | (48,381) | 0 | (1,526,600) |
| 1995 | (1,526,600) | 89,037 | (8,175) | 0 | (1,445,738) |
| 1996 | (1,445,738) | 189,138 | (326,095) | 0 | (1,582,695) |
| 1997 | (1,582,695) | 159,024 | (671,368) | 0 | (2,095,039) |
| 1998 | (2,095,039) | 294,084 | (132,602) | 0 | (1,933,557) |
| 1999 | (1,933,557) | 248,898 | (141,319) | 0 | (1,825,978) |
| 2000 | (1,825,978) | 217,838 | (156,352) | 0 | (1,764,492) |
| 2001 | (1,764,492) | 65,885 | (387,494) | 0 | (2,086,101) |
| 2002 | (2,086,101) | 848,371 | (1,108,307) | 0 | (2,346,037) |
| 2003 | (2,346,037) | 594,617 | (9,195,293) | 0 | (10,946,713) |
| 2004 | (10,946,713) | 2,532,502 | (167,116) | 0 | (8,581,327) |
| 2005 | (8,581,327) | 2,018,676 | (1,437,624) | 0 | (8,000,275) |
| 2006 | (8,000,275) | 1,303,777 | (10,774,463) | 0 | (17,470,961) |
| 2007 | (17,470,961) | 1,873,601 | (1,720,261) | 0 | (17,317,621) |
| 2008 | (17,317,621) | 1,554,861 | (827,701) | 0 | (16,590,461) |
| 2009 | (16,590,461) | 65,660 | (612,170) | 0 | (17,136,971) |
| 2010 | (17,136,971) | 122,030 | (76,243) | 0 | (17,091,184) |
| 2011 | (17,091,184) | 164,610 | (34,850) | 0 | (16,961,424) |
| 2012 | (16,961,424) | 61,280 | (261,637) | 0 | (17,161,781) |
| 2013 | (17,161,781) | 3,161,599 | (1,405,790) | 0 | (15,405,971) |
| 2014 | (15,405,971) | 717,840 | (153,001) | 0 | (14,841,132) |
| 2015 | (14,841,132) | 61,350 | (265,984) | 0 | (15,045,766) |
| 2016 | (15,045,766) | 61,350 | (191,977) | 0 | (15,176,393) |
| 2017 | (15,176,393) | 1,773,159 | (161,475) | 0 | (13,564,709) |
| 2018 | (13,564,709) | 176,240 | (477,932) | 0 | (13,866,402) |
| 2019 | (13,866,402) | 28,590 | (1,441,641) | 0 | (15,279,453) |
| 2020 | (15,279,453) | 62,170 | (705,967) | 0 | (15,923,249) |
| 2021 | (15,923,249) | 174,740 | (1,013,388) | 0 | (16,761,897) |
| 2022 | (16,761,897) | 278,440 | (308,422) | 0 | (16,791,879) |
| 2023 | (16,791,879) | 65,130 | (356,948) | 0 | (17,083,696) |
| TOTALS | | <u>19,864,328</u> | <u>(36,948,024)</u> | 0 | <u>(17,083,696)</u> |

**MISSION SPRINGS WATER DISTRICT
WATER DISTRICT
CONNECTION FEE SUMMARY**

| FISCAL YEAR ENDING <u>JUNE 30,</u> | BEGINNING <u>BALANCE</u> | CONNECTION FEES <u>COLLECTED</u> | CAPITAL <u>EXPENDITURES</u> | INTEREST <u>EARNED</u> | ENDING <u>BALANCE</u> |
|---|-----------------------------|--|--------------------------------|---------------------------|--------------------------|
| 1989 | 0 | 291,357 | (1,315,290) | 0 | (1,023,933) |
| 1990 | (1,023,933) | 707,740 | (6,282,023) | 0 | (6,598,216) |
| 1991 | (6,598,216) | 535,450 | (1,010,898) | 0 | (7,073,664) |
| 1992 | (7,073,664) | 659,550 | (32,377) | 0 | (6,446,491) |
| 1993 | (6,446,491) | 555,839 | (3,379,162) | 0 | (9,269,814) |
| 1994 | (9,269,814) | 424,693 | (17,617) | 0 | (8,862,738) |
| 1995 | (8,862,738) | 202,514 | (385,684) | 0 | (9,045,908) |
| 1996 | (9,045,908) | 205,284 | (567,173) | 0 | (9,407,797) |
| 1997 | (9,407,797) | 112,318 | (372,909) | 0 | (9,668,388) |
| 1998 | (9,668,388) | 302,489 | (433,919) | 0 | (9,799,818) |
| 1999 | (9,799,818) | 82,322 | (1,063,006) | 0 | (10,780,502) |
| 2000 | (10,780,502) | 148,612 | (248,576) | 0 | (10,880,466) |
| 2001 | (10,880,466) | 139,917 | (98,389) | 0 | (10,838,938) |
| 2002 | (10,838,938) | 378,476 | (1,664,485) | 0 | (12,124,947) |
| 2003 | (12,124,947) | 1,022,171 | (1,664,313) | 0 | (12,767,089) |
| 2004 | (12,767,089) | 2,483,871 | (296,099) | 0 | (10,579,317) |
| 2005 | (10,579,317) | 4,631,651 | (909,065) | 0 | (6,856,731) |
| 2006 | (6,856,731) | 3,557,626 | (9,189,925) | 0 | (12,489,030) |
| 2007 | (12,489,030) | 1,676,665 | (1,339,397) | 0 | (12,151,762) |
| 2008 | (12,151,762) | 240,944 | (1,404,631) | 0 | (13,315,449) |
| 2009 | (13,315,449) | 285,354 | (5,211,199) | 0 | (18,241,294) |
| 2010 | (18,241,294) | 359,728 | (1,782,695) | 0 | (19,664,261) |
| 2011 | (19,664,261) | 254,079 | (325,142) | 0 | (19,735,325) |
| 2012 | (19,735,325) | 142,810 | (355,801) | 0 | (19,948,315) |
| 2013 | (19,948,315) | 63,904 | (681,533) | 0 | (20,565,944) |
| 2014 | (20,565,944) | 79,880 | (380,002) | 0 | (20,866,066) |
| 2015 | (20,866,066) | 182,826 | (103,891) | 0 | (20,787,131) |
| 2016 | (20,787,131) | 246,430 | (81,958) | 0 | (20,622,659) |
| 2017 | (20,622,659) | 394,957 | 0 | 0 | (20,227,702) |
| 2018 | (20,227,702) | 544,395 | 0 | 0 | (19,683,307) |
| 2019 | (19,683,307) | 547,625 | (68,552) | 0 | (19,204,234) |
| 2020 | (19,204,234) | 515,169 | (177,060) | 0 | (18,866,125) |
| 2021 | (18,866,125) | 560,063 | (758,662) | 0 | (19,064,724) |
| 2022 | (19,064,724) | 673,459 | (322,206) | 0 | (18,713,471) |
| 2023 | (18,713,471) | 680,774 | (374,982) | 0 | (18,407,678) |
| TOTALS | | 23,890,942 | (42,298,620) | 0 | (18,407,678) |

AGENDA STAFF REPORT



MEETING NAME: REGULAR BOARD MEETINGS

MEETING DATE(S): DECEMBER 14 & 18, 2023

FROM: MARION CHAMPION – GOVERNMENT & PUBLIC AFFAIRS MANAGER

FOR: ACTION X DIRECTION INFORMATION

ORDINANCE 2023-01 ~ AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT (THE "DISTRICT"), ADOPTED PURSUANT TO THE PROVISIONS OF WATER CODE "20201 ET SEQ., PROVIDING FOR COMPENSATION OF DIRECTORS OF THE DISTRICT

STAFF RECOMMENDATION

It is recommended to waive the second reading and adopt Ordinance 2023-01 by title only, updating compensation for the Board of Directors pursuant to Water Code 20202 et seq.

SUMMARY

On September 18, 2000, the MSWD Board of Directors adopted Ordinance No. 2000-1, which established a \$100 per day compensation rate for members of the Board with a cap of 10 to provide compensation to members of the Board in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the Board of Directors, or for each day's service rendered as a member of the Board, for not more than a total of ten (10) day's service in any calendar month.

During Board meetings on October 12, 2023, and October 16, 2023, Directors discussed options for adjusting the compensation rate for the Board Directors. According to California Water Code Section 20202, "the increase may not exceed an amount equal to five percent (5%), for each calendar year following the operative date of the last adjustment". Based on the last adjustment in 2000, this would allow the Board to increase the compensation rate to an amount that does not exceed \$307.15. During the October 16, 2023 meeting, the Board instructed staff to prepare the required documentation to move forward with a Public Hearing to discuss a compensation rate of \$250 per day of attendance at meetings pre-approved by the Board, limited to one meeting per day, and no more than ten meetings per month, as per the California Water Code §20202 et seq. Notice of the Public Hearing was published in the Desert Sun on November 3, 2023, and November 10, 2023.

FISCAL IMPACT

Should the proposed increase move forward and become effective in March 2024, the Board of Directors' compensation budget would need to be increased by \$26,000 in the fiscal year 2024.

ATTACHMENTS

Draft 2023-01 Ordinance

| FINANCIAL DATA | | |
|---|---|--|
| Cost Associated with this action: | \$26,000 | |
| Current FY cost: | \$60,000 | |
| Future FY cost: | \$150,000 | |
| Is it covered in current year budget: | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |
| Budget adjustment needed: | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| If yes, year needed: | 2024 | |
| All previous contracts including dates, amounts and board approvals are attached or have been made available. | | |
| FUNDING SOURCES | | |
| Source of funds: | Operating | |
| BID/Job# | #323 | |
| Current BID/Job balance | \$49,000 | |
| Balance remaining if approved: | \$75,000 | |

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT ESTABLISHING COMPENSATION AND REIMBURSEMENTS OF EXPENSES FOR DIRECTORS

WHEREAS, Section 20201 et seq., of the Water Code authorizes the Board of Directors of the Mission Springs Water District (the "Board" of the "District") to provide compensation to members of the Board in an amount not to exceed one hundred dollars (\$100) per day for each day=s attendance at meetings of the Board, or for each day=s service rendered as a member of the Board, for not more than a total of ten (10) day=s service in any calendar month; and

WHEREAS, Section 20202 of the Water Code further provides that the Board may provide that the amount of compensation to be received by members of the Board may be increased by an amount equal to five percent for each calendar year following the operative date of the last adjustment of the compensation, and

WHEREAS, Section 20201 et seq., of the Water Code further provides that such compensation and/or increases thereof, shall be enacted by the Board only by ordinance adopted following a public hearing; and

WHEREAS, the Board wishes to provide for their compensation in the amount of Two Hundred and Fifty Dollars (\$250.00) per day for each day=s attendance at meetings, or for each day=s service rendered as a member of the Board, for not more than a total of ten (10) days in any calendar month, as authorized by Section 20201 et seq. of the Water Code; and

WHEREAS, the Board finds that notice of its intent to provide compensation in accordance with Section 20201 et seq. of the Water Code has been duly given and published in accordance with Section 6066 of the Government Code, and that a public hearing has been held thereon;

WHEREAS, upon the effective date of this Ordinance, the Board wishes to specify all compensation and reimbursements of expenses for members of the Board of Directors of the Mission Springs Water District;

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

SECTION I. Attendance at Board Meetings.

Pursuant to Sections 20200 through 20207 of the California Water Code of the Mission Springs Water District Law, each member of the Board shall receive compensation in the amount of Two Hundred and Fifty Dollars (\$250.00) per day for each day's attendance at meetings of the Board, and at Board committee meetings and Board hearings when held on days separate from Board meetings. Service at such hearings and committee meetings is hereby deemed to be at the request of the Board.

SECTION 2. Other Services Rendered as a Director.

Each member of the Board shall also receive compensation in the amount specified in Section 1 for each day of service rendered at the request of the Board.

Each member of the Board will be compensated for attendance at District-related activities if designated by the Board as the District's primary representative on the Mission Springs Water District Affiliations Listing, which shall be deemed to be approved in advance by Board action. In the event a primary delegate or representative assigned to an organization or committee as provided for therein is unable to attend, the designated alternate will be compensated for attendance in accordance herewith.

The Board may also request that a member of the Board attend other water-related or educational conferences, and such attendance will be deemed service as a member of the Board at the Board's request.

SECTION 3. Maximum Permissible Service.

No payments shall be made under Sections 1 and 2 for attendance or service exceeding a total of ten days in any calendar month.

SECTION 4. Expenses.

Any actual expenses, including mileage, incurred by members of the Board for attendance or service rendered pursuant to Section 2 shall be paid directly by the District or else reimbursed by the District upon presentation of satisfactory evidence thereof.

In addition to the functions specifically pre-authorized in Section 2, or specifically requested by the Board pursuant to Section 1, members of the Board may also receive mileage reimbursement to attend a meeting, conference or other function not listed under Section 2, and for those days of service the participating member(s) of the Board may receive reimbursement for all actual and necessary expenses incurred incidental thereto pursuant to Section 4, but will not be compensated for a day of service pursuant to Section 2.

SECTION 5. Implementation.

The General Manager is hereby authorized to develop such forms and procedures as may be necessary to implement this Ordinance.

SECTION 6. Effective Date and Repeal.

This Ordinance shall take effect sixty (60) days after its final adoption in accordance with California Water Code Section 20204 and upon its effective date shall replace all previously adopted ordinances that are inconsistent herewith. Notwithstanding the foregoing, in the event this Ordinance is determined to be invalid for any reason, the most recent prior ordinance addressing the subject matter of this Ordinance shall remain in place and remain valid.

BE IT FURTHER ORDAINED that the effective date of this ordinance shall be on February 16, 2024

Passed, approved, and adopted this 20thday of November 2023.

Ayes: Duff, Griffith, Sewell
Noes: Mayrhofen, Martin
Abstain:
Absent:

Passed, approved, and adopted this 18th day of December 2023.

Ayes:
Noes:
Abstain:
Absent:

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

ATTEST:

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

APPROVED AS TO FORM:

John Pinkney, District Counsel



BOARD OF DIRECTORS 2024 REGULAR MEETINGS SCHEDULE

Meeting time is 3 p.m. unless otherwise noted on the posted agendas

| Regular Meeting Agenda Study Sessions Thursday preceding 3rd Monday | Regular Meeting Action Taken 3rd Monday of each month |
|--|--|
| January 11 | January 16 (Tues. due to holiday) |
| February 15 | February 20 (Tues. due to holiday) |
| March 14 | March 18 |
| April 11 | April 15 |
| May 16 | May 20 |
| June 13 | June 17 |
| July 11 | July 15 |
| August 15 | August 19 |
| September 12 | September 16 |
| October 17 | October 21 |
| November 14 | November 18 |
| December 12 | December 16 |

Agendas are posted at least 72 hours in advance of a regular meeting and are also available on the District's website at www.mswd.org/meetings. At regular meetings, members of the public may address the Board of Directors on any item within the jurisdiction of the Board; however, no action may be taken on any item not appearing on the agenda, unless the action is otherwise authorized by Government Code Subdivision 54954.2(b).

Unless otherwise noted, meetings are held at the MSWD Administrative Office at 66575 Second Street, Desert Hot Springs, CA 92240.

For additional information, please contact the Executive Assistant at 760.329.6448 ext. 137.

AGENDA REPORT

REGULAR BOARD MEETING DECEMBER 14 & 18, 2023

DIRECTOR REPORTS

DIRECTOR REPORTS

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

| Date | Event | Attendees |
|-------------|---------------------------------|---|
| 11/2 | DVBA LEGISLATIVE MEETING | MARTIN |
| 11/7 | DWA BOARD MEETING | GRIFFITH |
| 11/7 | DHS CITY COUNCIL MEETING | MARTIN |
| 11/8 | DVBA NETWORKING NIGHT | MARTIN, MAYRHOFEN |
| 11/13 | DVBA BOARD MEETING | MARTIN |
| 11/14 | CVWD BOARD MEETING | GRIFFITH |
| 11/14 | DHS PLANNING COMMISSION MEETING | DUFF |
| 11/28-11/30 | ACWA FALL CONFERENCE | MARTIN, GRIFFITH, MAYRHOFEN, SEWELL, DUFF |
| | | |

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

| Date | Event | Attendees |
|-------|---|--|
| 11/9 | CVAG – CVCC & ENERGY AND SUSTAINABILITY MEETING | MARTIN |
| 11/11 | DHS VETERANS DAY EVENTS | MARTIN |
| 11/16 | DHS STATE OF THE CITY | MARTIN, GRIFFITH, MAYRHOFEN, SEWELL |
| 11/16 | COUNTY WIDE OVERSIGHT BOARD MEETING | MARTIN |
| 11/20 | CABOT'S MUSEUM BOARD MEETING | MARTIN |
| 11/21 | DHS CITY COUNCIL MEETING | MARTIN |



General Manager's Report December 2023

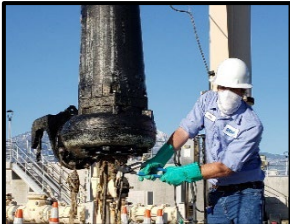


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APPENDIX C - Federal Update from Carpi & Clay

APPENDIX D – Public Affairs Information

ADMINISTRATION

Customer Service

Customer Experience Enhancement Program

The Customer Service Department continues the Customer Experience Enhancement Program. This program will provide an Online Booking Calendar for in person one-on-one account assistance and review, in addition to phone screening and on-the-spot feedback/coaching with a Customer Service representative.



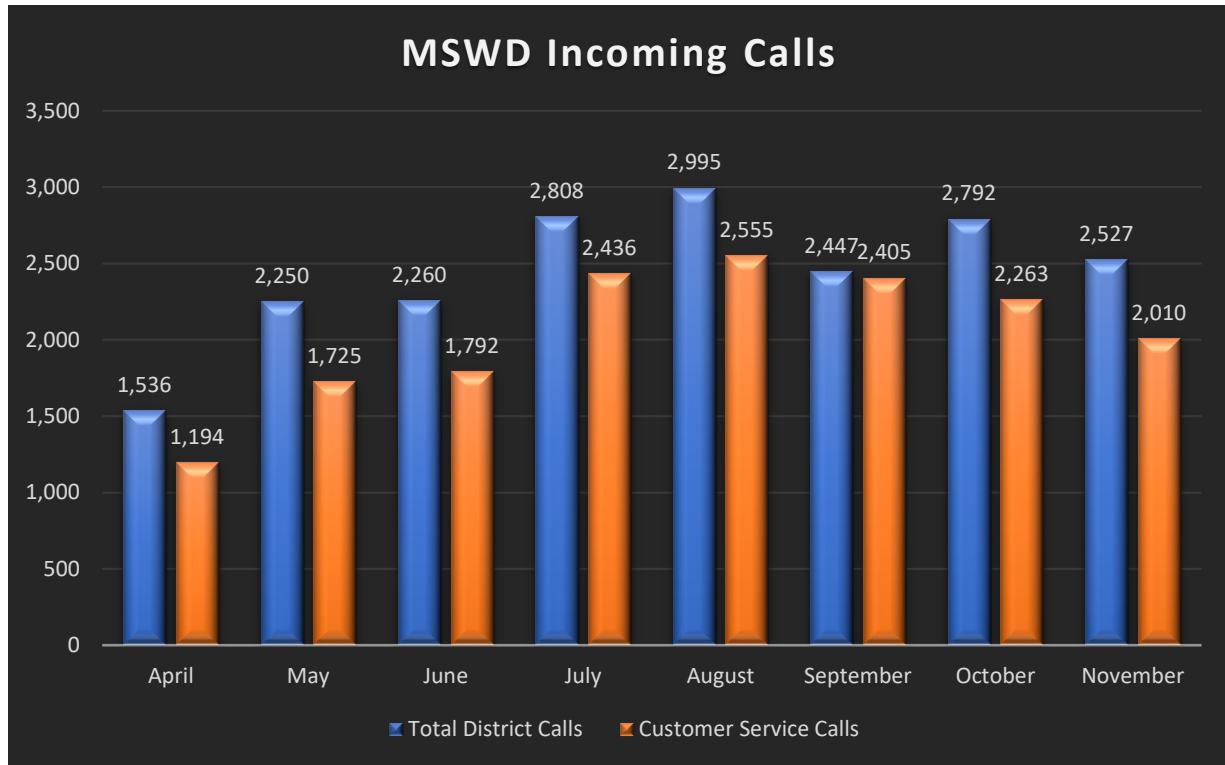
The Customer Service team continues to host “Coffee Talk Wednesdays” providing mini-training and discussions. Weekly training topics include:

- What does Customer Service mean to You?
- Greeting Customers: the importance of and how to
- Diffusing an Interaction: what can we do to find a solution
- Tone of Your Voice: you can hear a smile through the phone
- Importance of customer inquiry follow-up
- Active Listening: verbal and non-verbal
- Customer Experience versus Customer Service
- Going the Extra Mile: inform, assist, and impress
- The Internal and External Customer
- Communication between departments



Calls into the Customer Service Department

After the District had seen a steady increase in the number of calls earlier in the year, there has been a very slight decline in the number of calls over the last three months. The chart below represents total MSWD incoming calls and those received by the Customer Service staff.

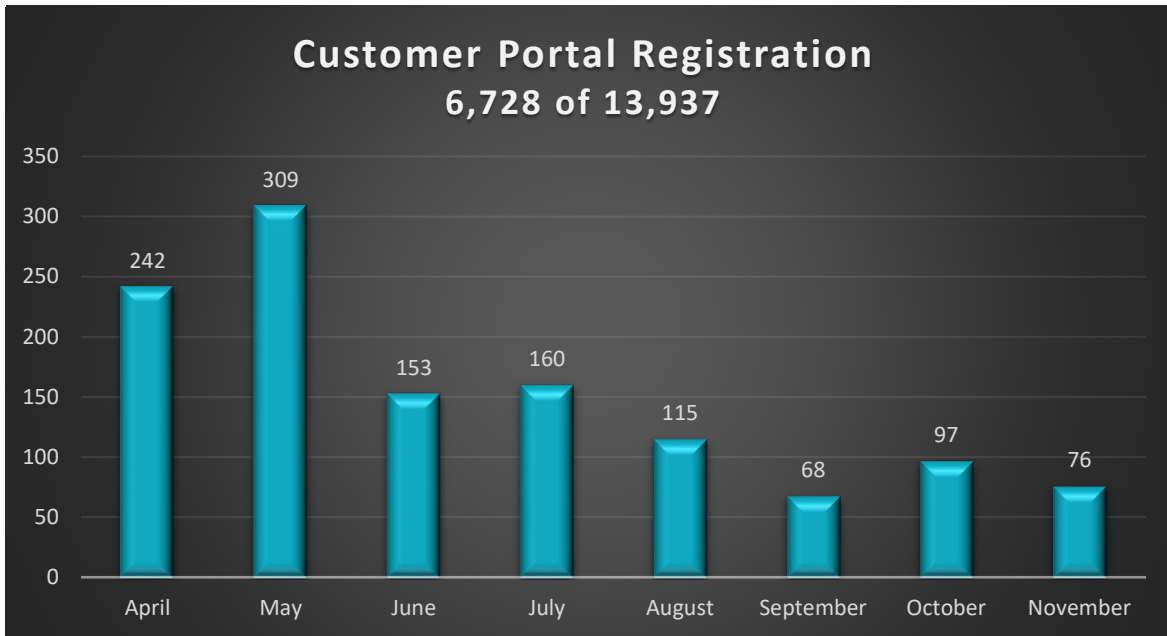


Most calls are related to payment plans, bill assistance information, demand/lien release requests, new property start/stop service, and account balance requests. The table below provides a summary of the number of calls by category received by the Customer Service staff.

| Customer Request | Total for November 2023 | Monthly Avg. for FY 2024 | Total for FY 2024 |
|--------------------------------------|-------------------------|--------------------------|-------------------|
| Water Waste | 2 | 1.40 | 7 |
| High Bill Calls / Service Line Leaks | 8 | 9.20 | 46 |
| No Water | 7 | 8.80 | 44 |
| Disconnections by Request & Non-Pay | 84 | 120.40 | 602 |
| Reconnections by Request & Non-Pay | 48 | 77.60 | 388 |
| Service Transfers | 96 | 99.80 | 499 |
| High/Low Pressure | 6 | 8.60 | 43 |
| Water Quality | 2 | 2.60 | 13 |
| Other / Miscellaneous | 98 | 96.40 | 482 |

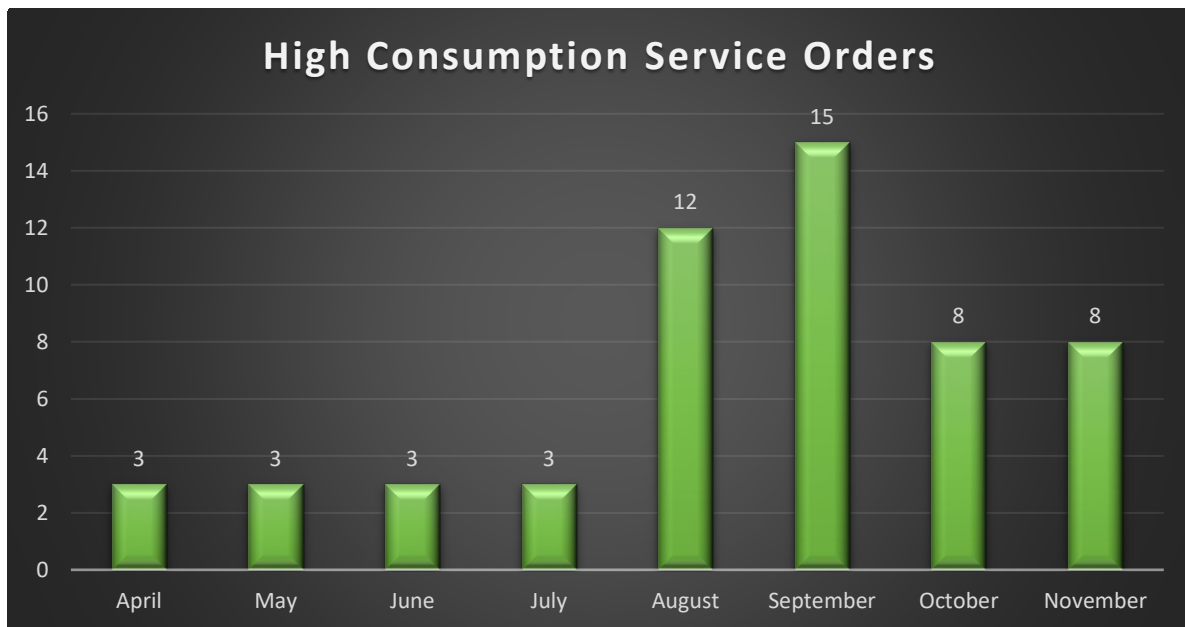
Customer Portal

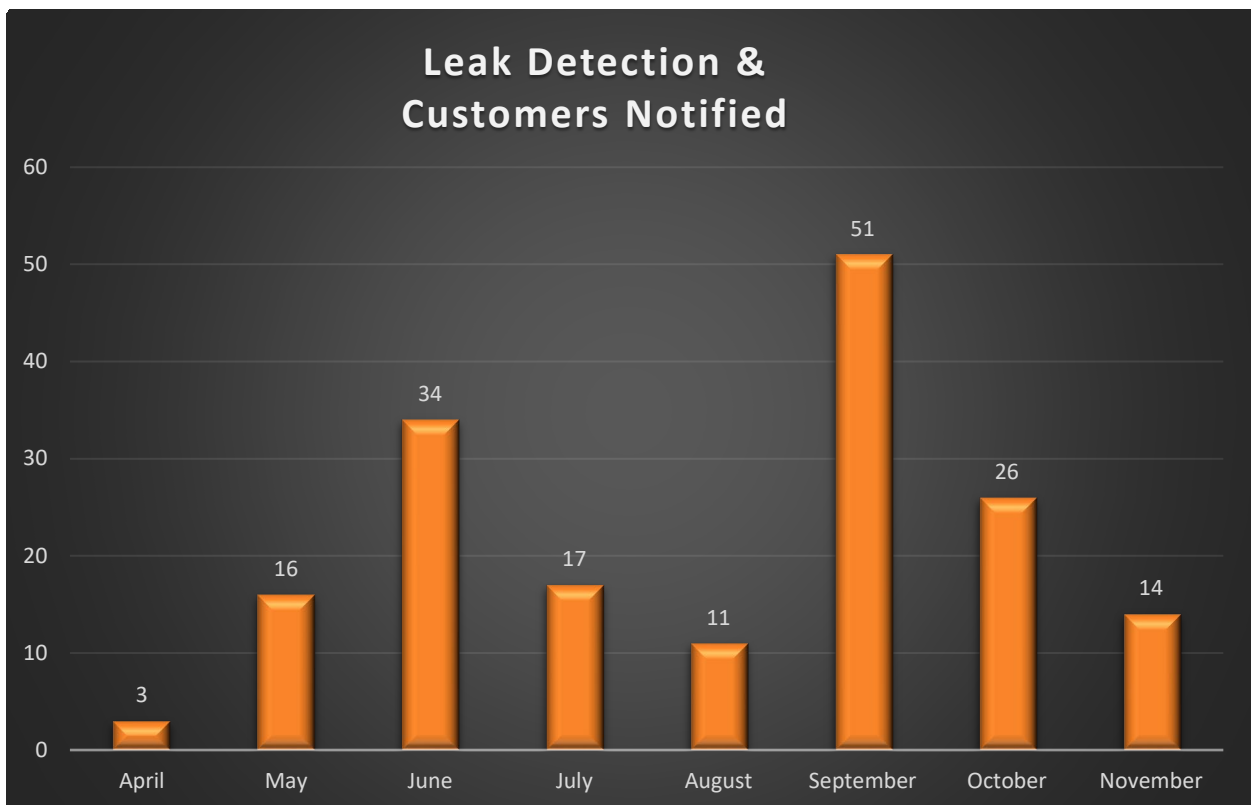
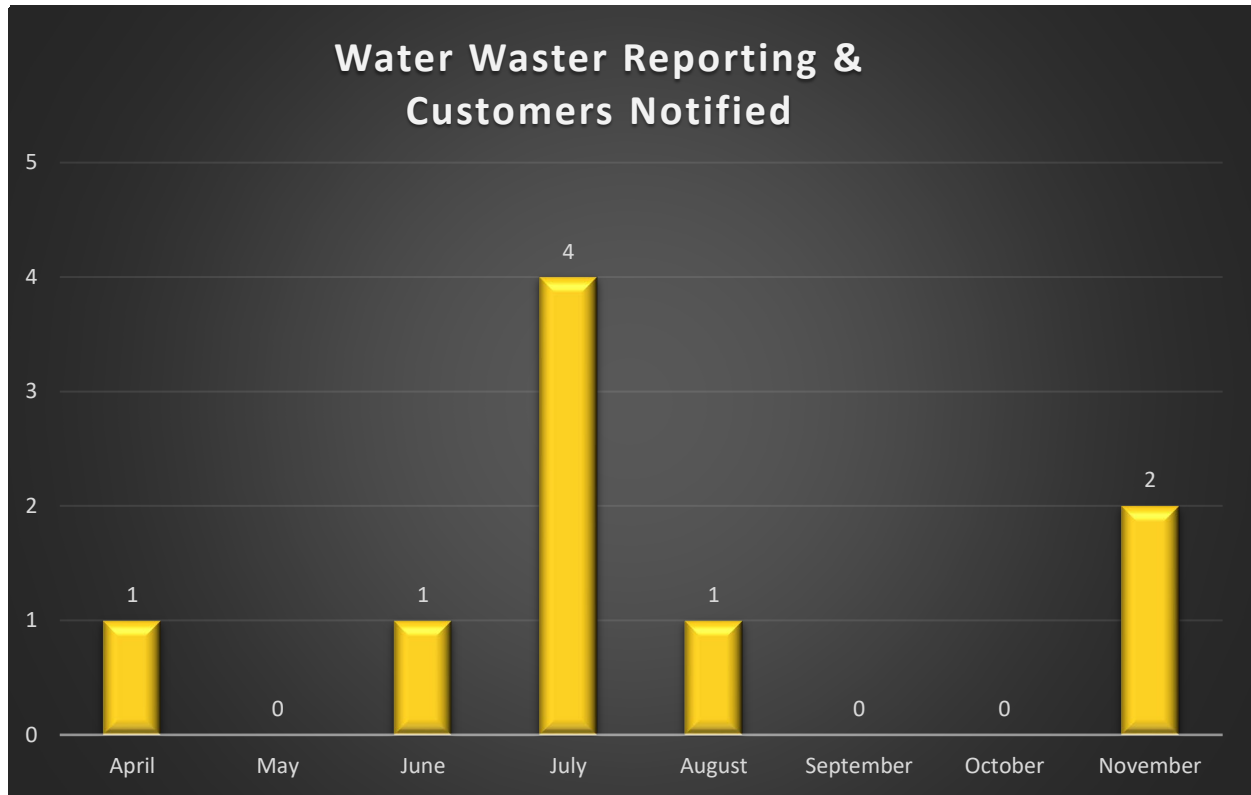
The District has implemented an AMI infrastructure and Neptune 360 portal. All customers are encouraged to sign up for the Customer Portal to access bills and leak alerts. Since launching the portal, customer adoption has reached 48%, or 6,728 customers registered so far.



Monitoring of Customer Accounts

The District continues to leverage the new AMI infrastructure and Neptune 360 portal to investigate high consumption, identify water wasters, and detect leaks. The following charts represent the monitoring results for 13,937 customer accounts by the Customer Service staff.





Customer Bill Assistance Programs

The District continues to facilitate bill assistance programs for the benefit of its customers.

- The United Way Customer Bill Assistance Program continues to be utilized by those customers who need assistance for one billing period annually, paying \$100 per approved customer.
- Riverside County’s Low Income Household Water Assistance Program (LIHWAP) Care Program provides customers with a one-time payment towards their water and/or sewer bill up to \$2,000. The U.S. Department of Health and Human Services has permitted the extension of the LIHWAP program through March 31, 2024. Staff will immediately work with Local Service Providers to extend the program through December 31, 2023, and then evaluate further extension of the program.
- Beginning March 13, 2023, LIHWAP will now be able to assist customers even if their account does not have an arrearage. When a customer is not past due on their bill, they will receive a base payment ranging between \$200 - \$371. The amount the customer receives will depend on their household size and income.



The table below summarizes the results of the customer bill assistance programs administered by the Customer Service staff.

| Assistance Program | Customers Assisted in November 2024 | Total Assistance in November 2024 | Total Assistance in FY 2024 |
|-------------------------------|---------------------------------------|-------------------------------------|--|
| United Way of the Desert | 4 | \$400.00 | \$3,200.00 |
| LIHWAP / CAP Riverside | 9 | \$2,436.00 | \$40,503.09 |
| MSWD Payment Plans Last Month | Previous Month Remaining to be Billed | MSWD Current Customer Payment Plans | Current Balance Remaining to be Billed |
| 124 | \$47,592.49 | 135 | \$49,248.13 |



Delinquency Service Disconnections

Staff continued to reach out to customers with delinquent accounts to provide information for assistance and repayment options to avoid disconnection. The table below summarizes the activities of Customer Service staff regarding delinquent accounts.

| Fiscal Year | Auto-Dialer Calls to Customers | Door Hangers to Property | Customer Contact to Make Payment Plan | Service Disconnections |
|---|--------------------------------|--------------------------|---------------------------------------|------------------------|
| 2023 – 2024 (Year to Date) | 2,165 | 340 | 438 | 273 |
| 2022 – 2023 | 5,107 | 759 | 1,171 | 656 |
| 2021 – 2022 (3/24/2022 – 6/30/2022 COVID Moratorium Ended) | 1,937 | 494 | 378 | 286 |
| 2020 – 2021 (COVID Moratorium) | 0 | 0 | 0 | 0 |
| 2019 – 2020 (7/1/2019 – 3/9/2020 COVID Moratorium Started) | 7,182 | 1,760 | 814 | 667 |

Customer Bill Pay Options

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

- Payment Portal on MSWD.org/Customer Connect.
- Customers can pay at 7-11 in Desert Hot Springs, Palm Springs, Cathedral City, and Yucca Valley; CVS or Walmart in Palm Springs; and Family Dollar in Yucca Valley. Customers must have their bills present.
- Customers can drop payments (check or money order) in the drop box or pay in the lobby.
- Customers can call in and pay through the IVR system, or with Customer Service Representative assistance.
- Pay Near Me is promoting inclusive payment options including: Cash App Pay (New), PayPal, Google Pay, Apple Pay, and the QR code on the back of the bill. Customers can pay directly from their smartphone.



Cash App Pay

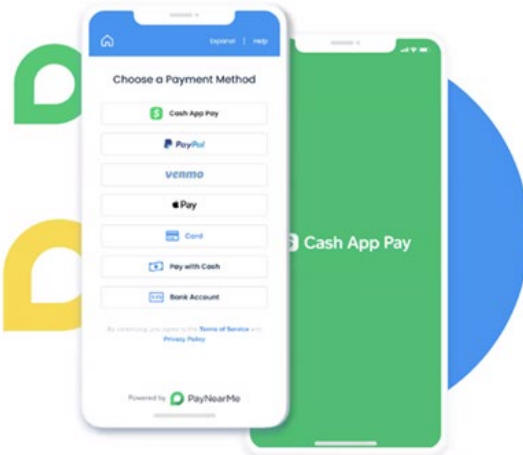
Pay Near Me is excited to announce that Cash App Pay is available as a payment option for billers. According to Pay Near Me research, 1 in 5 consumers say Cash App Pay is an important or very important option for bill pay. Now, Pay Near Me clients can offer even more convenient options for payments.


Cash App Pay entered the market with their peer-to-peer money transfer service years ago and has since amassed 53 million monthly transacting activities as of March 2023. In 2021, the financial services app made it possible for merchants within the Square network to accept consumer payments via Cash App Pay. And recently, they welcomed merchants outside of the Square network, including Pay Near Me clients, to also reap the benefits of Cash App Pay.

Cash App Pay

Accept payments from the mobile wallets your customers use daily.

- Offer a convenient, online payment option for your underbanked customers.
- More than two-thirds of Cash App's monthly transacting activities are Millennial or Gen Z customers
- Supports one-time, future-dated payments and recurring payments.
- Pay with stored balances
- Mobile-first customer experience




PayNearMe



Finance and Accounting Department

The Finance and Accounting Department continues to work with its vendors to complete the yearly and necessary tasks to meet State and Federal reporting requirements and the strategic goals established by the MSWD Board of Directors. Below are project highlights and summaries for November 2023.

Current Work Priorities

The Accounting Department continues to support other departments as needed.

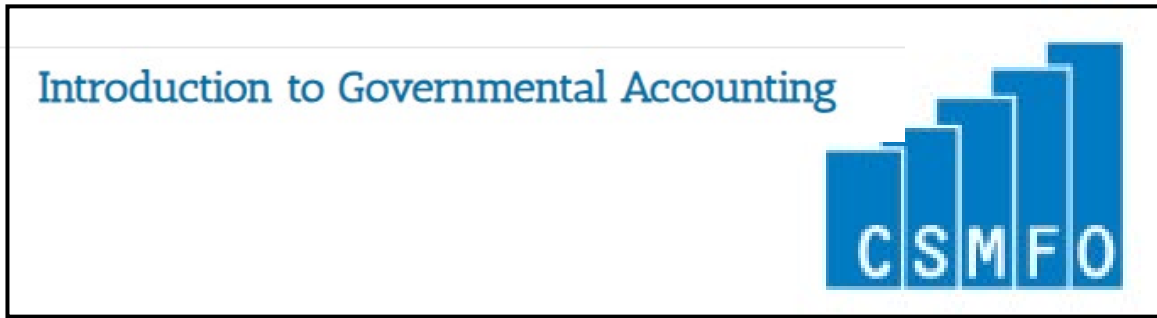
Human Resources

- Accounting set up and reviewed multiple new employees.

Training

Accounting staff attended several trainings during November 2023

- Accounting staff attended the virtual training “Introduction to Governmental Accounting” on November 14-15, 2023, hosted by CSMFO.



Budget

Budget transfers in November for Fiscal Year 2023-2024 totaled \$20,500.

| BID | DESCRIPTION OF EXPENDITURE | G/L NUMBER | TRANSFER DATE | TRANSFER AMOUNT | TO BID | TRANSFER TO DESCRIPTION | TRANS TO GL NUMBER |
|-----|----------------------------|--------------------|---------------|-----------------|--------|------------------------------------|--------------------|
| 326 | TAX ROLL PREPARATION AD #4 | 101-5220-56011-000 | 11-07-2023 | 300.00 | 485 | TAX ROLL PREPARATION SEWER CHARGES | 101-5220-56011-000 |
| 399 | TAX ROLL PREP - STANDBY | 201-5520-68002-000 | 11-07-2023 | 200.00 | 456 | TAX ROLL PREP - STANDBY | 301-5700-68003-000 |
| 546 | EMERGENCY REPAIRS | 201-5460-53381-000 | 11-29-2023 | 20,000.00 | 515 | FACILITY MAINTENANCE | 101-5020-53005-000 |

Audit

Audit field work was performed during the month of November 2023. Accounting staff provided year end schedules and testing selections to the audit team. Onsite testing was performed on November 1, 2023, and continues remotely for several weeks.

Cash

Total cash receipts for the month of November 2023 amounted to \$1,257,948. The receipts consisted mainly of the water and sewer customer account payments.

Cash disbursements for the month of November 2023 amounted to \$6,150,154 with the largest payments going to:

- BBVA Compass - \$1,744,861.73
- JF Shea Construction - \$1,501,224.25
- Downing Construction - \$632,632.04
- Net Payroll - \$284,100.91
- TKE Engineering - \$286,736.25
- ACWA/Joint Powers Insurance Authority - \$184,852.00
- CalPERS - \$107,095.82
- EFTP-IRS Payroll Tax Remittance - \$104,308.34
- ACWA-JPIA Health Benefits Authority - \$94,972.92
- Southern California Edison - \$91,132.83

Financial Statement

A year-to-date summary of the District's financial position for Fiscal Year 2023-2024, in addition to a comparison to the previous fiscal year, can be found in Appendix A.

Capital Improvement Program

The District maintains a 5-year Capital Improvement Program that includes water and sewer infrastructure, facilities, equipment, and fleet. A year-to-date summary of the District's Capital Improvement Program for Fiscal Year 2023-2024 can be found in Appendix A.



Innovation and Technology Department

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

Department Updates

After awarding the IT Services contract to Intelesys at the November 2023 Board Meeting, staff has begun the contract process.

The GIS solutions RFP process continues, and the final recommendation should be presented to the Board at the February 2024 Board Meeting.

On-Going Cyber Security Training

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

Technology Improvements

IT worked with Accounting and the ERP developer to set up a test environment and test changes to payroll before implementing improvements.

The District's IT company has begun the setup of the new web server.

MSWD continues its push toward paperless operations with the expansion of Laserfiche forms which staff are currently used for managing budgets and submitting overtime. An off-work report form is currently in progress and will eliminate existing paper forms and dramatically speed up the approval process and communication with Accounting for payroll processing.

Cybersecurity improvements continue to be made to improve District security.

Desktop computers and laptop upgrades continue as needed.

Cyber Security News Roundup

The IT Department tracks trends in cyber security to note new opportunities for security and new concerns to defend against. The news below is a brief selection of news intended for informational purposes and provides no insight to the District's cyber security controls.

- Identity management service Okta was breached in October 2023 and recently learned hackers were able to access information about all its customers. 1% of

customers were affected in a way that could allow hackers access into secured networks. ([TechCrunch](#))

- Arden Health had to close emergency rooms in Oklahoma, New Mexico, and Texas after a becoming victim to a Thanksgiving ransomware attack. FBI Director, Christopher Wray, urges organization to not pay ransoms as “that’s the gasoline that’s pouring on the fire.” Attackers often carry out attacks on holidays when fewer people may notice the attack. ([The Guardian](#))
- A survey published by Illumio of 1,600 IT and security decision-makers found the consensus that cloud security approaches are failing. 98% of organizations stored their most sensitive data in the cloud but 90% of IT and security leaders are concerned about lack of visibility and reaction time to inevitable cloud breaches. The Cloud Security Index 2023 revealed that 47% of all data breaches originated in the cloud. The report concluded that Zero Trust Segmentation technology should become foundational security technology for organizations. ([Illumio](#))



Purchasing Department

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

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

Total inventory purchases were \$90,286.56, and the total issued for use by field crews totaled \$33,537.79 for November 2023.



ENGINEERING AND OPERATIONS

Engineering Department

Below is a list of Capital Projects and status updates for November 2023.

Well 42 Project

Construction is still on hold due to revisions to the pumping and electrical equipment. The contractor is in the process of procuring the well motor and pump assembly and is coordinating a submittal for the MCC equipment from the manufacturer. 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. Staff is currently securing contract change order costs and anticipates presenting a project update at the January 2024 Board of Directors meeting.

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

Staff has been unable to reach an agreement with the property owner at the south end of Hildago Street for an easement needed to complete the proposed sewer pipe alignment. As such, Staff is evaluating other options, including a small lift station to avoid crossing the parcel.

Well 22 Rehabilitation

Staff has posted the project for bids on the PlanetBids website. The pre-bid meeting was completed on October 25, 2023, and the bid opening has been rescheduled to December 20, 2023, at 2:00pm. Following the completion of the bidding process, bids will be evaluated, and the lowest responsible and responsive bid will be brought to the Board for award.

Water and Wastewater System Comprehensive Master Plan Updates

Staff are preparing for the next steps to evaluate future demands and system needs, as well as finalizing the master plans.

AD-18 – GQPP Sewer Project Area “D3-1”

Staff has submitted revised amendment documents to DWR for approval. Following approval, staff anticipates completing the design and CEQA updates to the existing documents, followed by bidding and construction.

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

The design consultant, Genterra, completed the 90% construction plans and specifications. Staff is completing a plan check of the 90% design package and will provide comments back to the consultant in December 2023. Thereafter, the consultant will complete the final design package.

Backup Generators for Well Sites 27-32 and 37 Projects

Staff received the contract extension from the consultant extending the contract term for one year. Staff have the plans signed and ready for bidding. Staff will review the specifications and prepare the contract documents for bidding purposes to solicit construction bids in the first quarter of 2024.

Supplemental Environmental Project

Construction began November 7, 2023, with construction mobilization and the contractor, RE Chaffee, began connecting the properties to the existing sewer laterals. As part of the contract, 21 properties are going to be connected and septic tanks abated. Staff estimates the project will be completed before the end of the calendar year.

Well 34 Rehabilitation

The project was awarded by the Board in October 2023. Staff completed the contract/agreement with the contractor, Legend Pump and Well Service. The pre-construction meeting was held on November 28, 2023, and construction is scheduled to begin December 4, 2023.

Regional Water Reclamation Facility

The Project Team continued processing submittals and responding to RFIs submitted by JF Shea Construction.

JF Shea Construction continued construction on the Regional Water Reclamation Facility (RWRF). Through the month of November 2023, JF Shea Construction:

- Continued outfitting the operations building including insulation, conduits, fire suppression system, cable trays, air ducting, drywall, etc.
- Continued equipping the Headworks area and SBR and AST tanks with ALP piping, fine and course air bubble diffusers, wiring and electrical, valves, lighting, etc.
- Continued excavation and grading of the infiltration pond area.





The Project Team continued the process of contacting property owners to acquire right-of-way along 20th Avenue to construct the third required monitoring well, to be constructed in early 2024. The outcome was positive, and Staff is preparing the easement acquisition documents to bring to the Board for approval in January 2024.

The Project Team and Staff continued to coordinate with the property/well owners near Palm Drive and Interstate 10 to obtain access to one of their wells for annual sampling and reporting to the RWQCB.

The Project Team continues to coordinate with the State Water Resources Control Board (SWRCB) on the SRF/Grant funding agreement and reimbursement requests.

- Staff completed Reimbursement Request No. 2 and submitted it to the SWRCB.
- Staff continues to check in with the SWRCB regarding approval of the Conveyance Line FBA.

RWRF Conveyance Line

The Project Team continued processing submittals, responding to RFIs, and processing change orders and payment requests submitted by the contractor, Downing Construction. The contractor continued constructing the force main along Dillon Road and has completed the portion Little Morongo Road to Palm Drive. The crossing of Palm Drive was successfully completed on December 1, 2023.

Area M2 Sewer Collection System (AD-15)

Staff has completed checking the draft design package and will be returning it to the design consultant, AECOM, to finalize in the coming weeks. The Project Team is working with the design consultant to incorporate water service replacements throughout the project area.

RWRF Roadway Design (19th Avenue, Little Morongo Road, and 20th Avenue)

The design consultant, TKE Engineering, continued progress on the 60% design. Staff expects to receive the 60% design package in December 2023 for plan check.

Operations & Maintenance

Construction & Maintenance

Water Line Locations

Staff completed approximately 447 water line location requests using iPads and the GeoViewer Mobile app to streamline and manage line locations.



Water System Repairs/Replacement

Staff continued to repair and replace components of the water distribution system keeping it in optimum working order and properly functioning without any interruption. Below is a summary of the repairs and replacements completed in November 2023.

- 15 water service lines were replaced with copper.
- Nine service line leaks were repaired.
- Five mainline leaks were repaired.
- Zero fire hydrants were repaired/replaced.



Water System Maintenance

Staff continued to implement preventative maintenance and inspection programs keeping the water distribution system in optimum working order and properly functioning without any interruption. Below is a summary of the maintenance completed in November 2023.

- 152 ground valves were exercised.
- 74 fire hydrants were flushed, maintained, and painted.
- One air-release valve was inspected and/or rebuilt.
- One blow-off was flushed.



Street/Asphalt Repair (City/County)

The District's contractor, B-81, continued efforts to finalize permanent asphalt repairs from leaks and scheduled work throughout the District. After all pending repairs are completed, repair work will be dispersed quarterly.

CMMS Workorder Program

A total of 54 work orders were processed in November 2023 using the CMMS program.

New Water Meter Service Installation

Staff installed six new water service lines in November 2023.

Fire Flow Testing

Staff continued performing field fire flow tests for the Engineering Department. 16 fire flow tests were conducted in November 2023.

Fleet and Facility Maintenance

Janitorial Services

All District buildings continue to be cleaned and disinfected by our janitorial company, Executive Facilities. Routine disinfection is completed four times per week Tuesday through Friday, and routine janitorial services are performed twice per week on Wednesday and Friday.

Building Maintenance

Staff completed the following building maintenance during the month of November 2023:

- Removed fallen tree branch in front of the Annex Building.
- Repaired irrigation leaks at Well 27/31 and Well 25.
- Capped off a total of eight sprinklers at High Northridge Tank and Vista Tank.
- Valved off irrigation at Low Desert View due to stuck sprinkler valve. Repairs to follow.
- Lubricated door lock at Corporate Yard office west door.
- Flushed water fountain drain in the Accounting Modular and removed dead animal from underneath the ramp.
- Cleaned, reorganized, and stocked water room (Old Stores).
- Removed and cleaned bathroom vent fans in stores and shop at the Corporate Yard.
- Began reassembly of the MSWD parade float for the City of Desert Hot Springs parade.
- Cleaned and lubricated stuck latch on east Annex Building to garden.

Standby Generator Monthly Maintenance Program

This testing ensures the generators are in good working order and ready to be used when needed. There were no generator issues in October 2023, however, the 230KW Cummins portable generator remains out of service.

Fleet Maintenance/Repairs

- Unit 385 had weld repair redone and tank mat installed below Vortex Tank and suction tube repaired. Replaced female cam lock on 2-inch pump hose.
- Unit 399 had a burnt trailer light fuse replaced.
- Unit 425 loader had all zerk fittings greased and cabin filter cleaned.
- Units 423 and 393 had PM service performed.
- Unit 420 had the driver side toolbox latch adjusted.
- Installed radios in Units 402 and 427.
- Unit 402 had a protective coating applied to tailgate.
- Units 430 and 397 had holes in tires plugged in the left front and right rear, respectively.
- Unit 391 had the LRO tire patched by Desert Tire.
- Units 365, 391, 398, and 414 had smog certification performed at Ultimate Motors.
- Unit 117 had the radiator cap replaced due to overheating issues.
- Unit 418 had windshield wipers replaced.
- Unit 391 had front brake rotors and pads replaced, front tires rebalanced, and front-end fittings greased.
- Unit 362 had the battery recharged.
- The Troy-Bilt 18-inch chainsaw was prepped for dry storage and put away.
- Unit 424 had the rear upper glass panel replaced.

Wastewater Collections

Sanitary Sewer Overflows (SSOs)

There were no Sanitary Sewer Overflows (SSOs) in the collection system during November 2023.

Dos Palmas Lift Station

Operators conducted daily site visits checking for proper pump operation, ensuring the SCADA system is working properly, and checking site security. Pump 1 is still inoperable, so the Xylem bypass pump is still set up as a backup if pump 2 fails. The onsite generator was inspected and needs a new control board. Parts have been ordered and should be installed at the beginning of December 2023. Staff removed a non-removable bollard and replaced it with a slip in removable bollard. This will allow easier access for cleaning the lift station wet well and backing up a 6-inch pump to the site for emergency bypassing.

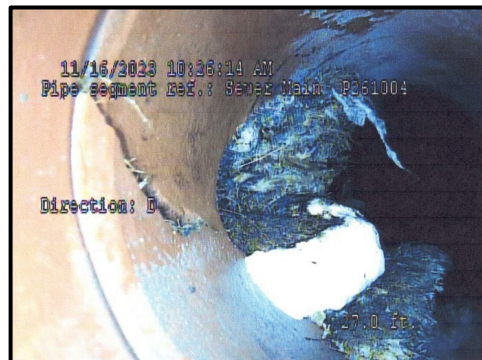


Sewer Line Locations

Staff completed 438 sewer line location requests using iPads and the GeoViewer mobile application to streamline and manage line locations.

Sewer Line/Collections Maintenance

- Staff completed 33 CCTV inspections, totaling 9,482 feet in November 2023.
- Staff cleaned approximately 1.071 miles of sewer mainline in November 2023.



Wastewater Treatment

Plant Maintenance

Staff spent a combined 544.5-man hours performing routine plant maintenance, equipment maintenance, and plant operations at the Horton and Desert Crest Wastewater Treatment Plants (WWTPs). Also, during this timeframe staff spent 114.8-man hours operating the sludge belt filter press, including filling and removing 14 trailers of sludge from the Horton and Desert Crest WWTPs.

Staff replaced the motors for RAS pumps 3 and 4. Staff took apart the motor to see what could be causing the motor failure. After inspection, staff realized the grease relief port located on the bottom of the motor was getting clogged, so staff created an opening on the plate underneath the motor. This should allow grease to be discharged instead of grease building up inside the motor, damaging the winding.



Staff replaced the south cyclone rubber liner that feeds a grit separator. The rubber liner inside had worn down from grit over the years.



Staff replaced the floats for the sump pump that receives the discharge filtrate from the belt press, and it is now back to normal operation. A cross beam was installed to be able to cut the grating for the pit in half, allowing easier access for maintenance into the pit.



Staff repaired the effluent discharge piping for the west clarifier at Desert Crest WWTP. The west tank is back to fully operational if we ever needed to use it.



Sampling and Laboratory

Staff collected 47 samples and spent 70.5-man hours performing laboratory duties and analysis for process control and regulatory reporting purposes. Both wastewater treatment plants are producing an effluent that meets the District's permit discharge requirement.



Staff continued to perform monthly groundwater sampling and sound water levels at the groundwater monitoring wells for the Wright RWWF.

Pond Maintenance

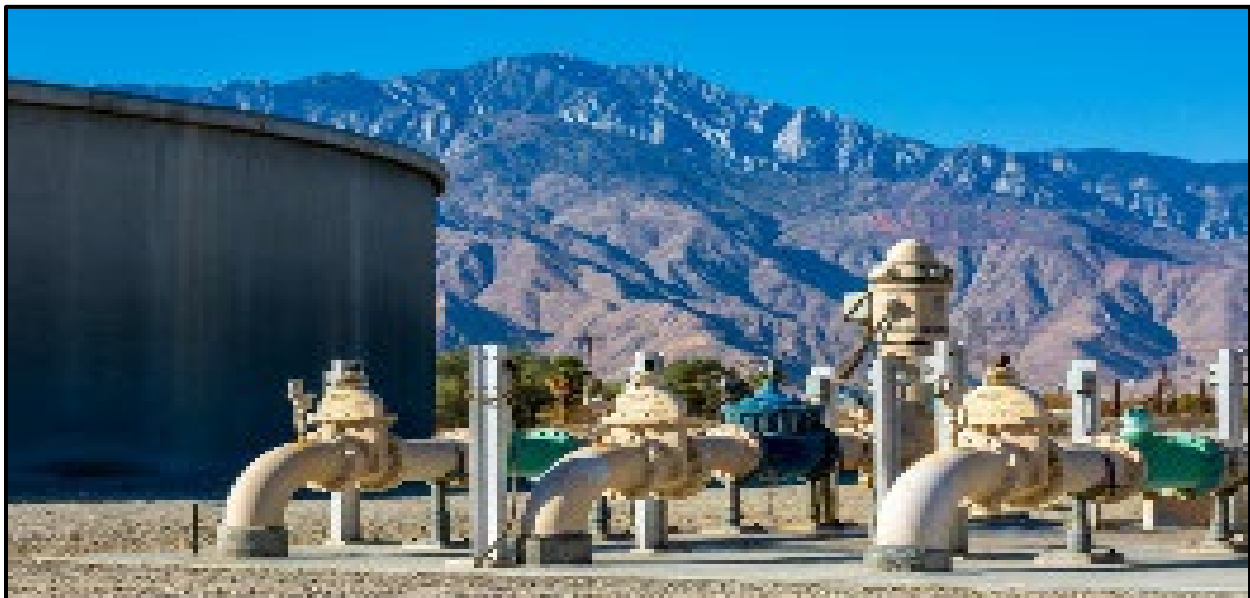
Staff cleaned and rehabilitated Ponds 1, 4, 6, 7, and 8 in November 2023. Staff have continued to rebuild and widen some of the dikes and access roads between the ponds. Staff have been using material from the bottom of Ponds 1, 4, 6, 7, and 8 to accomplish this task.



Weekly Wastewater Training

Staff continues to conduct a weekly department “Wastewater Training” program. These training courses are intended to provide all operators with consistent knowledge and a better understanding of processes, including operating equipment in a more proficient manner. This training also aids in keeping operators safe when completing maintenance. This month’s training included:

- RAS Pump 1-4 Lubing
- Sludge Trailer Weight Tracking
- Static Interference and Your Laboratory Scale
- RAS Pump 6 Manual Operation
- Transitioning to TNI, Alan L. Horton WWTP Laboratory Effective January 1, 2024



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

| | 2023/24 | 2022/23 | 2021/22 | 2020/21 | 2019/20 | 2018/19 |
|---------------|-----------|------------|------------|------------|-----------|-----------|
| July | 4 | 4 | 18 | 8 | 7 | 9 |
| August | 12 | 26 | 20 | 4 | 1 | 8 |
| September | 17 | 20 | 20 | 5 | 2 | 12 |
| October | 3 | 13 | 36 | 9 | 4 | 8 |
| November | | 8 | 29 | 50 | 10 | 9 |
| December | | 8 | 12 | 9 | 3 | 3 |
| January | | 35 | 14 | 21 | 7 | 1 |
| February | | 4 | 7 | 23 | 5 | 1 |
| March | | 24 | 17 | 48 | 1 | 0 |
| April | | 16 | 7 | 18 | 3 | 3 |
| May | | 9 | 16 | 17 | 11 | 3 |
| June | | 4 | 2 | 21 | 7 | 3 |
| Annual | 36 | 171 | 198 | 233 | 61 | 60 |

Additional sanitary service connection information is provided in Appendix B.

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

Monthly Wastewater Flows

| WASTEWATER FLOW MGD | | | | |
|----------------------------|---------------------|------------------|---------------------|------------------|
| 2023/24 | HORTON PLANT | | DESERT CREST | |
| | Avg. Daily Flow | Peak 24 hr. Flow | Avg. Daily Flow | Peak 24 hr. Flow |
| July | 1.922043 | 2.149212 | 0.050983 | 0.071200 |
| August | 1.929369 | 2.592078 | 0.047453 | 0.067540 |
| September | 2.037218 | 2.182773 | 0.046081 | 0.055570 |
| October | 2.050049 | 2.173503 | 0.040804 | 0.051000 |
| November | | | | |
| December | | | | |
| January | | | | |
| February | | | | |
| March | | | | |
| April | | | | |
| May | | | | |
| June | | | | |

Additional wastewater flow information is provided in Appendix B.

Water Production

Water Pumped/Produced

During the month of November 2023, the District's three public water systems produced the following quantity of water:

- MSWD (CA3310008) – 613.49 Acre Feet (199.91 MG)
- Palm Springs Crest (CA3310081) – 11.24 Acre Feet (3.66 MG)
- West Palm Springs Village (CA3310078) – 4.32 Acre Feet (1.41 MG)

Water Sampling/Testing

- Staff collected 50 routine samples in Desert Hot Springs, four routine samples in ID-E, seven well samples in Desert Hot Springs, and four well samples in ID-E.
- Staff also collected 16 general physical samples in Desert Hot Springs and two general physical samples in ID-E.
- The monthly uranium sampling at Well 26A was completed on November 6, 2023.
- The MSWD Monthly Coliform Monitoring Report for November 2023 was sent to the SWRCB on December 5, 2023.



Chlorination System Updates

- Staff continued to conduct routine chlorine pump maintenance and inspections at all well sites, making necessary adjustments to all chlorine pumps and/or their related equipment, ensuring proper operation and repairing/rebuilding as needed. All chlorinators were functioning properly in November 2023, with only typical preventative maintenance required for these pumps.
- Staff began cleaning all chlorinators two times per month with a vinegar-based solution to reduce chlorinator issues. All of the chlorine pumps were cleaned during November 2023.

- During the month of November 2023, a total of 1,712 gallons of chlorine (12.5% solution strength) was used to disinfect the distribution system and the production facilities. (Reflects usage in the MSWD and ID-E systems)
- During the month of November 2023, the Production staff checked and documented the chlorine residuals at all the wells that are in-use a total of 220 times. The average chlorine residual of these 220 readings was 1.12 ppm. (Reflects data in the MSWD and ID-E systems)
- During the month of November 2023, the Production staff checked and documented the chlorine residuals throughout the distribution system a total of 105 times. The average chlorine residual of these 105 readings was 0.97 ppm. (Reflects data in the MSWD and ID-E systems)

Well Soundings

Staff continued to sound the groundwater levels for 13 production wells and nine monitoring wells.



Production Facility Updates

Staff continued to oversee all water production sites making necessary adjustments. Staff routinely climb reservoirs and conduct monthly overflow maintenance as needed. Staff also conduct reservoir roof inspections using a drone.

- Well 22 Rehabilitation – The contractor, L.O. Lynch, gave a target completion date by the end of August 2023.
 - Both the mechanical and chemical rehabilitation methods were completed.
 - Test pumping was performed during the first couple of weeks in May 2023. The test pumping provided the important information regarding the possible yield capacity of this well. A maximum flow rate of approximately 1,290 gpm was achieved with a drawdown rate of less than 10 feet. The test pump and motor was pulled during the last week of May 2023.

- A larger pump and motor was installed during the first week of June 2023. A maximum flow rate of approximately 1,500 gpm was achieved, which was less than expected. The constant rate test pumping was performed during the week of June 19, 2023. The test pump equipment was pulled from the well during the week of June 26, 2023.
- The final step is disinfection and outfitting the well with the permanent pump and motor. The downhole equipment has been ordered and there is a minimum 2 month lead time on the pump. The final design flow was determined to be 1,600 gpm.
- As of October 31, 2023, the contractor has installed all of the downhole equipment. The only items remaining are the pump discharge head and the installation of the motor. These items are expected to be installed in early November 2023, and then we will disinfect, pump to waste, and collect BacT samples. Once passed, we will put the well back into service.
- As of November 30, 2023, L.O. Lynch is waiting for a component to be delivered to complete the water lube system for the well. Once received, the final work will be completed to startup this well and perform a BacT test.
- Gateway Fire Pump Monthly Testing – Staff performed the monthly fire pump testing on November 8, 2023. All systems functioned properly. Water loss data was captured and entered into the water loss tracking worksheet.
- Low Northridge B2 – Staff was called out on October 16, 2023, due to a failed motor starter. The pump was taken offline while waiting for the repair proposals. Three proposals were received for this issue and McDonald Electric came in with the lowest price. The MCC components at the Low Northridge Booster Station have been replaced for both pumps. The system is now more reliable, and an added element of safety has been added too.



- Dead Trees at District Sites – All dead trees have been removed from all Water Production Facilities.
- Well 24 – This well continues to exhibit an unusual amount of vibration. L.O. Lynch was called out on October 31, 2023, to evaluate the vibration and determine a work plan to resolve this issue. We're waiting for a proposal from L.O. Lynch for these repairs to be made.
- Well 29 Chlorine Room – This project is 95% complete. All wires have been installed. The final portion of work that remains is to install the water line for the Chlorine Analyzer. This project completion date is expected to be by the end of December 2023.
- Salt Nutrient Management Plan Data Request – Work to complete the required Salt and Nutrient Management Plan sampling has commenced. This work will continue throughout much of December 2023 as we work diligently to meet the due date of December 31, 2023.
- Sanitary Survey (IDE) Preparation – A Sanitary Survey was scheduled for November 28, 2023. MSWD staff worked diligently to ensure that we were prepared for this survey. Some of the things that were done are as follows: Painting wellhead headers, cleaning chlorine rooms, housekeeping pad washdowns, etc. While only a verbal comment, the State Inspector mentioned that he was very impressed with the condition of the Water Production facilities in IDE.
- Bulk Water for Bottled Water Pickup – Water Production staff helped with the bulk water pickup for our water bottling program.
- Valley View Header – The header at Valley View booster station was recently painted during the month of November 2023 by Water Production staff.
- Well 22 and Gateway Fence Repair - Quotes for these repairs have been received and are currently being reviewed. We anticipate these repairs to be completed by the end of December 2023.



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

New Service Connections to the Water System

| | 2023/24 | 2022/23 | 2021/22 | 2020/21 | 2019/20 | 2018/19 |
|------------------|-------------|--------------|--------------|--------------|-------------|-------------|
| July | 5 | 6 | 18 | 7 | 4 | 5 |
| August | 14 | 28 | 19 | 6 | 10 | 5 |
| September | 19 | 22 | 23 | 18 | 2 | 14 |
| October | 3 | 16 | 33 | 13 | 3 | 21 |
| November | | 10 | 27 | 10 | 16 | 4 |
| December | | 9 | 9 | 2 | 17 | 3 |
| January | | 26 | 14 | 15 | 6 | 3 |
| February | | 14 | 8 | 13 | 8 | 5 |
| March | | 29 | 19 | 16 | 2 | 3 |
| April | | 24 | 6 | 11 | 1 | 3 |
| May | | 16 | 19 | 15 | 12 | 5 |
| June | | 5 | 1 | 24 | 11 | 2 |
| Annual | 41 | 205 | 196 | 150 | 92 | 73 |
| Avg./ Mo. | 3.42 | 17.08 | 16.33 | 12.50 | 7.67 | 6.08 |

Additional water service connection information is provided in Appendix B.

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

Monthly Water Production

| | FY | Variance | | FY | FY | FY | FY |
|--------------|-----------------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|
| | 2023/24 | from prior year | | 2022/23 | 2021/22 | 2020/21 | 2019/20 |
| | AF | AF | % | AF | AF | AF | AF |
| July | 789.99 | 38.20 | 5.08% | 751.79 | 796.57 | 857.77 | 853.23 |
| August | 737.74 | -112.45 | -13.23% | 850.19 | 839.93 | 885.31 | 795.18 |
| September | 675.06 | -40.97 | -5.72% | 716.03 | 738.65 | 784.80 | 757.08 |
| October | 709.23 | 17.25 | 2.49% | 691.98 | 665.18 | 755.84 | 709.39 |
| November | | - | 0.00% | 599.39 | 679.85 | 690.13 | 619.87 |
| December | | - | 0.00% | 554.27 | 565.48 | 588.32 | 537.23 |
| January | | - | 0.00% | 530.39 | 580.28 | 537.96 | 553.20 |
| February | | - | 0.00% | 490.41 | 527.34 | 495.61 | 520.85 |
| March | | - | 0.00% | 500.37 | 601.44 | 625.80 | 557.73 |
| April | | - | 0.00% | 552.34 | 624.07 | 649.34 | 573.02 |
| May | | - | 0.00% | 726.25 | 745.36 | 723.62 | 698.99 |
| June | | - | 0.00% | 682.09 | 730.02 | 761.63 | 806.02 |
| TOTAL | 2,912.02 | -97.97 | -3.25% | 7,645.50 | 8,094.17 | 8,356.13 | 7,981.79 |

Additional water production information is provided in Appendix B.

Water Resources

Below is a list of water resources related activities for November 2023:

Integrated Regional Water Management Planning

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

The CVRWVG agencies continued discussing the proposed State Water Board regulatory framework for making water conservation a California way of life. This includes a new Water Use Efficiency Objective annual reporting. The first annual report is due on January 1, 2024.

Mission Creek Subbasin Sustainable Groundwater Management Act Compliance

Staff attended a kick-off meeting with CVWD, DWA, and consultant (WSP) for the SGMA Annual Report for Water Year 2022-23. Staff also compiled and submitted the water production, demand, quality, and wastewater flow data to the consultant.

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

San Geronio Pass Subbasin Sustainable Groundwater Management Act Compliance

A meeting is scheduled for December 2023 with the GSAs to discuss the SGMA Annual Report for Water Year 2022-23 and next steps for the 2022 San Geronio Pass Subbasin Groundwater Sustainability Plan approval.

Indio Subbasin Sustainable Groundwater Management Act Compliance

Staff compiled and submitted the water production, demand, quality, and wastewater flow data to the consultant (Woodard and Curran).

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

Salt and Nutrient Management Planning

The Task 1 Technical Memorandum – Characterize TDS/N Mass Loading to the Coachella Valley Groundwater Basin was released for public review in November 2023. Public comments are due in the coming weeks.

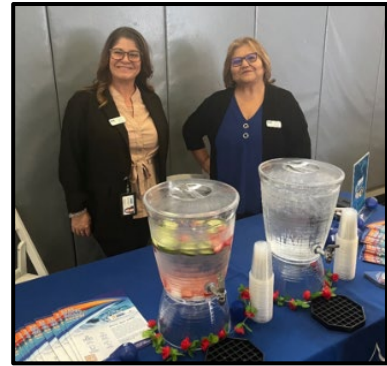
PUBLIC AFFAIRS

Below is a list of Public Affairs activities:

Past and Upcoming Sponsorships / Events

Desert Hot Springs State of the City: November 16, 2023, 11:30am

MSWD was a proud sponsor of the Desert Hot Springs State of the City presentation, brought to us by the Greater Coachella Valley Chamber of Commerce. MSWD joined local officials and the business community to learn about what is happening in our city. MSWD had a special informational booth featuring our award-winning water, and MSWD's Public Affairs Manager received a Volunteer of the Year award.



DVBA Golf Tournament: November 9, 2023

MSWD was a proud water sponsor of the Desert Valley Builders' annual golf competition. All golfers received a bottle of MSWD's award-winning water, and MSWD staff were present to help facilitate the event.



CVCAN Golf Tournament, November 17, 2023

MSWD was a proud Water Sponsor of the CVCAN Putt & Puff golf competition—the valley's first event of its kind held at the Shadow Mountain Gold Club. MSWD staff attended the event.

ACWA Fall Conference: November 28-30, 2023

MSWD staff and members of the Board attended the ACWA 2023 Fall Conference & Expo, which featured a keynote address from California Secretary for Environmental Protection Yana Garcia. In addition, MSWD attended multiple breakout sections covering various issues, including communications/outreach best practices, potential Prop 218 changes, Conservation as a Way of Life, and other informative program offerings.



Desert Hot Springs Women's Black and White Fundraiser: December 2, 2023

MSWD was a proud table sponsor at this year's Desert Hot Springs Women's Club Black and White fundraiser. Focused on providing scholarships to Desert Hot Springs youth, this is one of the club's primary fundraising events of the year. Joining the MSWD table was Shayra Hernandez, Director of Stakeholder Engagement for Congressman Raul Ruiz, and Cabot's Pueblo Museum Executive Director Irene Rodriguez.



City of Desert Hot Springs Holiday Parade: December 9, 2023

Team MSWD will once again participate in the Desert Hot Springs Holiday Parade. This year's theme is "1963-2023 Holiday Traditions," which is a nod to the city's 60th anniversary. MSWD is proud to participate in this event once again.



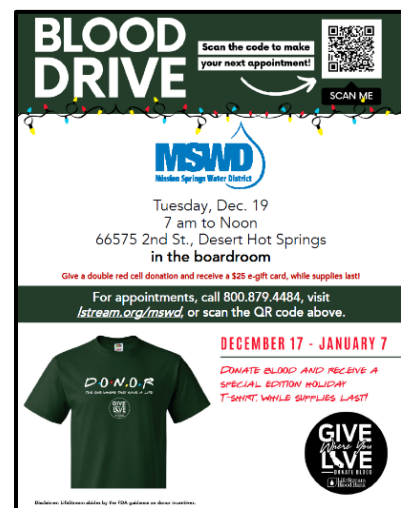
Honey Mesquite Restoration Workshop: December 14-15, 2023

The Coachella Valley Conservation Committee is hosting a free two-day workshop to discuss restoring Western Honey Mesquite (*Prosopis glandulosa* v. *torreyana*) in the Coachella Valley. MSWD will present information on its septic-to-sewer/groundwater protection programs.



MSWD LifeStream Blood Drive: December 19, 2023, 7:00am-noon

It's that time again to save lives. One more chance to donate blood at our end-of-the-year Holiday Blood Drive on Tuesday, December 19. All donors will receive a special edition Holiday T-shirt, and those who can donate a double red cell will also receive a \$25 e-gift card. There will also be other giveaways, such as holiday goodies and a case of our new bottled Award-winning water. To set an appointment, please visit



https://giftoflife.lstream.org/donor/schedules/drive_schedule/104832.

Water 101: Let's Talk Water: August – December 2023

MSWD launched a new fall series of the popular Water 101: Let's Talk Water community workshops. The monthly courses at the new Desert Hot Springs Library from 6:00-7:00pm discuss the District's water and wastewater systems, finances, and planning functions. The second session was held on October 26, 2023, and featured information about our wastewater system. Upcoming sessions include:

- November 9, 2023: Budgets, Rate Setting, and Customer Service
- December 21, 2023: Water Supply and Coachella Valley Collaboration

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

Public & Media Outreach

MSWD Conservation & Groundwater Prevention Calendar

The 2024 MSWD community calendar is available for pick-up at District offices and select locations throughout Desert Hot Springs. The English/Spanish calendars feature local student artwork and include conservation and important groundwater protection information.

Top honors were awarded to:

- Nahomy V. from Desert Hot Springs High School
- Mason A. from Painted Hills Middle School
Jose D. from Painted Hills Middle School
- Emmanuel D. from Desert Springs Middle School
- Victoria C. from Bella Vista Elementary
- Coltin Y. from Cabot Yerxa Elementary
- Maximilian W. from CAVA/Private
- Diego R. from Two Bunch Palms Elementary
- Kaylee H. from Bella Vista Elementary
- Joziah D. from Julius Corsini Elementary
- Jayden A. from Cabot Yerxa Elementary
- Emily N. from Cabot Yerxa Elementary



Every student who submitted an entry into the calendar drawing contest will receive a certificate of appreciation and a copy of the final calendar. For more information or to view the calendar online, please visit www.MSWD.org/communitycalendar.

Customer Newsletter

Our November 2023 Water Matters newsletter featured information about invasive Tamarisk tree roots and how to save water during the winter.

A copy of the newsletter is included in Appendix D.



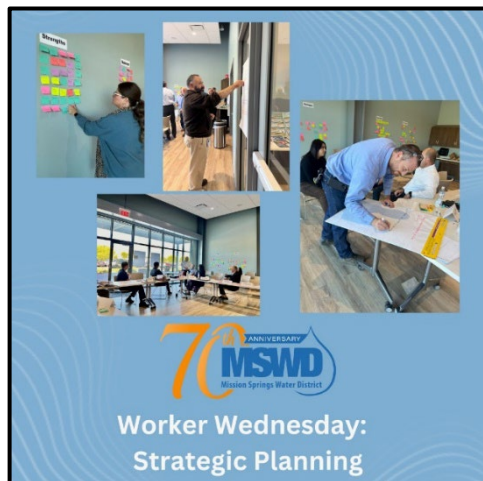
Mission Creek Preserve – Now Open

Following Tropical Storm Hilary, roads to Mission Creek Preserve were severely damaged.

Now that the roads and trails have been repaired, Mission Springs Water District and the Wildlands Conservancy are thrilled to announce the resumption of our sponsored tours at the Preserve. In December, we will promote the tours on our paid social media and send flyers and information to all of the schools within the District. We currently have three classes working to reserve dates and anticipate additional requests in the coming weeks.



Strategic Planning Effort



MSWD has held special Board workshops on November 21, 2023 (Board and Strategic Planning Committee), November 28, 2023 (All Employees), and December 5, 2023 (Board and Strategic Planning Committee) to discuss the future and priorities of the District; this includes our Mission, Vision, and Values statements along with the overall strategic direction of the District.

Our vendor is now taking the information gathered from these meetings to develop a formal plan that will be reviewed and adopted in January/February of 2024.

Holiday and Community Giving Opportunities for Employees

Besides our LifeStream Blooddrive on December 19, 2023, employees have several events and opportunities for community giving this holiday season.

Thanksgiving Canned Food Drive, November 6-21, 2023

This Thanksgiving, we are encouraging employees to give at least two cans each for a canned food drive benefiting Team Mom Charities, which will distribute hot meals and food directly to the homeless within Desert Hot Springs this holiday season. Collection boxes have been set up in both the Administration Building and the Corporate Yard breakroom.



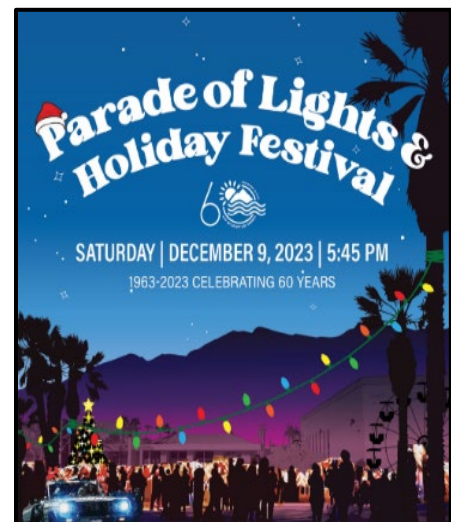
Snowflake Employee Toy Drive, Now through December 6, 2023



MSWD employees are collecting unwrapped toys for children in need this holiday season. Working through Riverside County's First 5 Program, MSWD has 40 snowflake wishes from local children. We already have 20 pledges and hope to get 20 more employee reservations before our December 6, 2023 holiday party. Employees who bring an unwrapped toy for a child in need will receive an extra raffle ticket in our employee holiday drawing. Children's wishes vary by child and age group; most are modest requests ranging from hoodie sweatshirts to toy cars or board games.

Desert Hot Springs Parade of Lights December 9, 2023

MSWD Holiday Float Committee is busy designing this year's entry into the Desert Hot Springs Parade of Lights Parade. Members of the Board, Employees, and their families are welcome to ride or walk alongside the float.



Legislative Update

Federal: Congress Passes Continuing Resolution

Before departing Washington, D.C. for the Thanksgiving holiday, Congress passed a Continuing Resolution (CR) to allow the federal government to remain funded beyond the November 17, 2023 deadline from the previous CR. The new CR take a two-tiered laddered approach to extending federal funding. The CR extends funding across all federal agencies at current fiscal year (FY) 2023 levels, but groups the twelve appropriations bills into the following two groups with two different deadlines:

- Extends the agencies funded under the below bills through January 19, 2024:
 - Agriculture-FDA
 - Energy and Water
 - Military Construction-Veterans Affairs
 - Transportation-Housing and Urban Development
- Extends agencies funded under the below bills through February 2, 2024:
 - Commerce-Justice-Science
 - Labor-HHS-Education
 - Defense
 - Financial Services
 - Homeland Security
 - Interior-Environment
 - Legislative Branch
 - State-Foreign Operations

In addition to extending current funding levels for federal agencies, the CR also includes extensions for the following programs:

- Health programs, including funding for community health centers and delay of Medicaid payment cuts to disproportionate share hospitals through January 19, 2024
- TANF through February 2, 2024
- NFIP through February 2, 2024
- Farm bill programs through September 30, 2024

A complete federal update can be located in Appendix C.

California: Water Board Releases Changed Chromium (MCL) Language

The State Water Resources Control Board changed the text of the proposed Hexavalent Chromium Maximum Contaminant Level (MCL) regulations made the changed text available for public comment before adopting the resulting regulations.

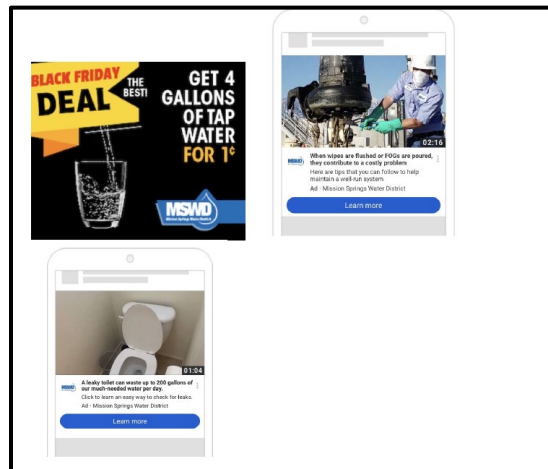
The proposed text has been modified to (1) remove the requirement that a water system describe how it would comply by the applicable compliance deadline and (2) require

increased public notification for hexavalent chromium MCL exceedances before the applicable compliance deadline. MSWD is working with its Chrom-6 advisor to review and prepare comments on the proposed changes before the December 15, 2023, deadline. A copy of those remarks will be included in the January 2024 report.

MSWD Digital Advertising

The District featured three Google and Facebook/Instagram ads promoting various MSWD programs.

The campaigns garnered more than 113,258 impressions and 655 link clicks. Our Facebook ads garnered more than 59,000 impressions and 136 link clicks. A full report is included in Appendix D.



Social Media

A copy of the November 2023 social media report can be found in Appendix D. This report highlights activities and posts on the District's social media platforms. Some of our most engaging posts included MSWD in the News and two Worker Wednesday posts featuring our Strategic Planning efforts and employees working in a tight rear easement.

| 3 Most Engaging Posts | | 3 Highest Reach Posts | | 3 Most Shared Posts | |
|-----------------------|--|-----------------------|--|--|-----|
| | Worker Wed - Strategic Planning 🔧 Worker Wednesday: 🚧 Behind the scenes, we're diving in... | 14.53% | | Worker Wed - Field Crews 🔧 On this Worker Wednesday, we're highlighting the dedica... | 288 |
| | MSWD in the News 📺 IKYM! Explore Desert Hot Springs on NBC! 📺🔥 Embark o... | 12.5% | | Day of the Dead 🌻🔥 Honoring our Ancestors on Día de los Muertos 🌻🔥 Today... | 252 |
| | Worker Wed - tight space 🔧 Making a Difference! 💧 Our dedicated MSWD Construction ... | 11.46% | | Worker Wed - Strategic Planning 🔧 Worker Wednesday: 🚧 Behind the scenes, we're diving in... | 179 |
| | | | | Post 27870307 💧 Avoid monster clogs in your pipes by tossing fats, oils... | 1 |
| | | | | Worker Wed - Field Crews 🔧 On this Worker Wednesday, we're highlighting the dedica... | 1 |
| | | | | Worker Wed - tight space 🔧 Making a Difference! 💧 Our dedicated MSWD Construction ... | 0 |

CV Water Counts

Nearly 2,100 people visited the website during the month of November. The Conservation Tips page was the most viewed page on the site, followed by the blog post on cutting water during cooler months and the Master Gardener Webinar sign-up page. On Facebook, posts had over 117,000 impressions during the month, while Instagram posts had over 3,600. A full report is in Appendix D.



Rebates & Conservation

The Public Affairs team continued to promote rebates and conservation throughout our service territory during November 2023.

Toilet Rebates

There were no new toilet rebates in November 2023. Typically, there is a slowdown in rebate activities during November and December each year.

Turf Rebates

There are two pending turf rebate applications (upon completion \$4,670)

Conservation Kits

There were no new requests for Conservation Kits in November 2023. However, staff will promote them District-wide again in January 2024 as part of our annual communication plan.

Bottled Water Tracking Report Water Donations for November 2023

| Date Supplied | Requests Filled | Event or Purpose | # Cases Requested |
|---------------|--|---|-------------------|
| 11/1/2023 | DiversityDHS | Speakers Series | 4 |
| 11/1/2023 | Norman McKee | Ancestor's Day Event | 4 |
| 11/10/2023 | Hanson House Fdtn | Gala/fundraiser event for trauma, cancer, ICU | 6 |
| 11/16/2023 | Coachella Valley Cannabis Alliance Network | Putting Tournament | 3 |
| 11/18/2023 | DVBA | Golf Tournament | 7 |
| 11/16/2023 | City of DHS | DHS State of the City | 9 |
| | | | |
| | Total Cases | | 33 |



APPENDIX A – Finance and Accounting Informatino

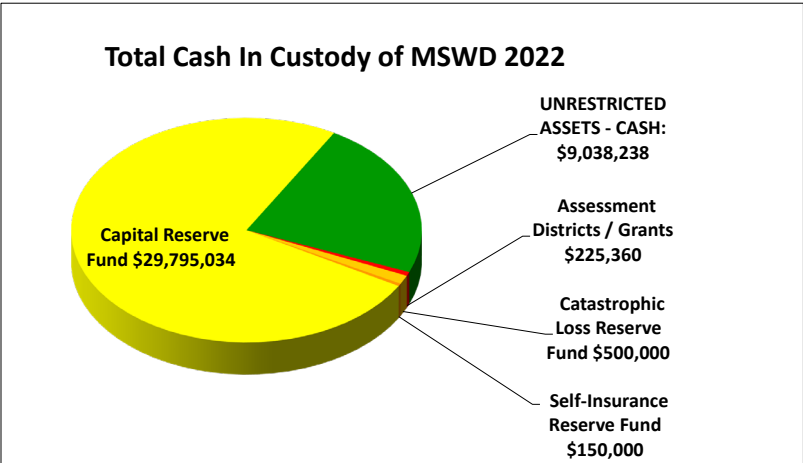
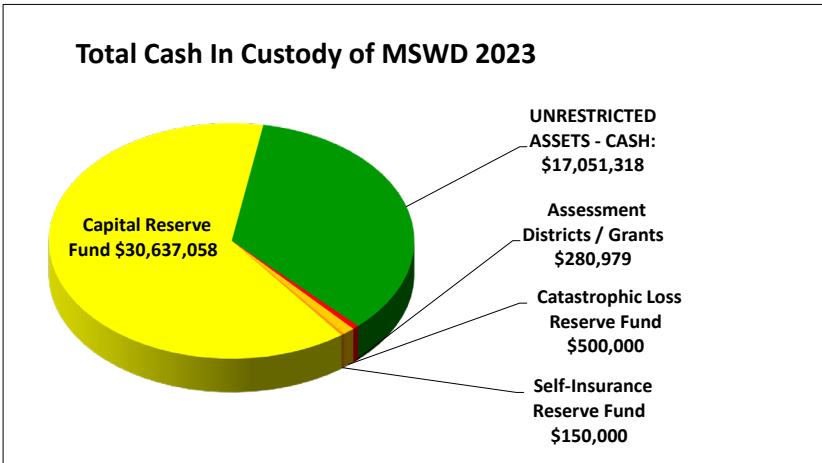
MISSION SPRINGS WATER DISTRICT
 COMBINED FUNDS
 DISTRICT SUMMARY
 JULY 1, 2023 TO NOVEMBER 30, 2023

Item 18.

| YEAR TO DATE | | | | JULY 1, 2022 TO NOVEMBER 30, 2022 | | | |
|------------------|--------------------|------------------|---------------|-----------------------------------|------------------|------------------|---------------|
| ACTUAL | BUDGET | FAVORABLE | FAVORABLE | ACTUAL | BUDGET | FAVORABLE | FAVORABLE |
| | | (UNFAVORABLE) | (UNFAVORABLE) | | | (UNFAVORABLE) | (UNFAVORABLE) |
| | | VARIANCE | VARIANCE | | | VARIANCE | VARIANCE |
| | | AMOUNT | PERCENT | | | AMOUNT | PERCENT |
| 9,048,955 | 8,861,495 | 187,460 | 2% | 9,403,179 | 8,661,010 | 742,169 | 9% |
| 8,209,483 | 9,905,639 | 1,696,156 | 17% | 7,994,404 | 9,450,627 | 1,456,223 | 15% |
| <u>839,473</u> | <u>(1,044,144)</u> | <u>1,883,616</u> | <u>180%</u> | <u>1,408,775</u> | <u>(789,617)</u> | <u>2,198,392</u> | <u>278%</u> |
| | | | | OPERATING REVENUE: | | | |
| 4,365,684 | 1,965,593 | 2,400,091 | 122% | 1,445,563 | 1,460,996 | (15,433) | -1% |
| 367,742 | 443,285 | 75,543 | 17% | 250,816 | 311,690 | 60,874 | 20% |
| <u>3,997,942</u> | <u>1,522,308</u> | <u>2,475,634</u> | <u>163%</u> | <u>1,194,747</u> | <u>1,149,306</u> | <u>45,441</u> | <u>4%</u> |
| | | | | ADD NON-OPERATING REVENUE | | | |
| | | | | LESS NON-OPERATING EXPENSE | | | |
| <u>4,837,415</u> | <u>478,164</u> | <u>4,359,251</u> | <u>912%</u> | <u>2,603,522</u> | <u>359,689</u> | <u>2,243,833</u> | <u>624%</u> |
| | | | | NET OPERATING INCOME | | | |
| | | | | NET NON-OPERATING INCOME | | | |
| | | | | NET INCOME | | | |

OTHER INFORMATION

| | | | |
|--------------------|----------------------|--|-----------------------|
| | 9.60 | DEBT SERVICE RATIO | 6.18 |
| | 0.38% | INVESTMENT RETURN | 0.02% |
| EARNED \$ | 48,750 | WELLS FARGO LOAN INTEREST | \$ 53,200 PAID |
| | \$ 42,784,058 | CASH - JULY 1 | \$ 47,763,077 |
| | \$ 5,835,296 | INCREASE/(DECREASE) IN CASH | \$ (8,054,445) |
| | <u>\$ 48,619,354</u> | CASH - END OF PERIOD | <u>\$ 39,708,632</u> |
| WELLS FARGO | \$ 17,051,318 | UNRESTRICTED CASH | \$ 9,038,238 |
| WELLS FARGO | \$ 253,882 | RESTRICTED - ASSESSMENT DISTRICTS | \$ 442,968 |
| CALTRUST | \$ 6,708,442 | RESTRICTED - SHORT TERM FUND | \$ 6,398,368 |
| CALTRUST | \$ 21,893,109 | RESTRICTED - MEDIUM TERM FUND | \$ 21,279,272 |
| CALTRUST | \$ 2,712,604 | RESTRICTED - LIQUIDITY FUND | \$ 2,549,787 |
| | <u>\$ 48,619,354</u> | RESTRICTED TOTAL CASH | <u>\$ 39,708,632</u> |



**MISSION SPRINGS WATER DISTRICT
CAPITAL IMPROVEMENT PROGRAM
NOVEMBER 30, 2023**

| | A | B | C | D | E | F | G | H | I | J |
|----|-------|--|---------------|------------|--------------|---------------|-------------|---------------|---------------|-------------|
| 1 | | | BEG BAL | CURRENT | YEAR TO DATE | TOTAL | CLOSED TO | ADOPTED | BALANCE | |
| 2 | JOBNO | PROJECT TITLE | 07-01-2023 | MONTH | 11-30-23 | COST | PROPERTY | BUDGET | OF BUDGET | STATUS |
| 3 | 10371 | SEWER LINE ENCASEMENT I-10 CROSSING @ INDIAN | 251,972.22 | | | 251,972.22 | | 251,972.00 | -0.22 | COMPLETED |
| 4 | 10693 | WELL SITE-WORSLEY RD NORTH-27 ACRES | 39,326.00 | | | 39,326.00 | | 39,326.00 | 0.00 | COMPLETED |
| 5 | 10702 | WELL SITE WORSLEY-ENV/ENG | 2,404.50 | | | 2,404.50 | | 2,405.00 | 0.50 | COMPLETED |
| 6 | 10969 | PRELIM DESIGN/ENG HORTON WWTP EXP# 5 | 171,702.93 | | | 171,702.93 | | 171,703.00 | 0.07 | COMPLETED |
| 7 | 11032 | FINAL DESIGN HORTON WWTP EXP #5 | 940,340.32 | | | 940,340.32 | | 940,340.00 | -0.32 | COMPLETED |
| 8 | 11076 | WELL #38 DESIGN & ENVIRONMENTAL | 366,443.48 | | | 366,443.48 | | 375,000.00 | 8,556.52 | COMPLETED |
| 9 | 11087 | HORTON WWTP EXPANSION #5 | 152,615.52 | | | 152,615.52 | | 13,404,000.00 | 13,251,384.48 | PAUSED |
| 10 | 11088 | EIR HORTON WWTP EXPANSION #5 | 71,415.62 | | | 71,415.62 | | 71,416.00 | 0.38 | COMPLETED |
| 11 | 11147 | WELL #42 (NEAR TO EXISTING WELL # 22) | 2,414,627.28 | 56,848.41 | 249,737.92 | 2,664,365.20 | | 4,600,000.00 | 1,935,634.80 | ONGOING |
| 12 | 11159 | 1530 ZONE REDBUD TANK #2 LAND AND CONSTR | 70,708.46 | | | 70,708.46 | | 80,000.00 | 9,291.54 | PAUSED |
| 13 | 11205 | I-10 & INDIAN SEWER COLLECTION SYSTEM | 594,668.44 | | | 594,668.44 | 0.00 | 652,000.00 | 57,331.56 | PAUSED |
| 14 | 11282 | MISSION CREEK - 80 ACRES | 325,077.18 | | | 325,077.18 | | 328,000.00 | 2,922.82 | PAUSED |
| 15 | 11347 | WATER MASTER PLAN UPDATE | 382,122.45 | 630.00 | 5,997.17 | 388,119.62 | | 345,000.00 | -43,119.62 | COMPLETED |
| 16 | 11348 | SEWER MASTER PLAN UPDATE | 188,446.76 | | | 188,446.76 | | 290,300.00 | 101,853.24 | COMPLETED |
| 17 | 11392 | WELL & BOOSTER SCADA ENHANCEMENT | 29,207.20 | | | 29,207.20 | | 30,000.00 | 792.80 | COMPLETED |
| 18 | 11424 | REGIONAL WASTEWATER TREATMENT PLANT | 35,657,188.93 | 75,561.11 | 8,450,505.99 | 44,107,694.92 | | 51,000,000.00 | 6,892,305.08 | ONGOING |
| 19 | 11425 | AREA M-2 (AD #15) | 634,711.19 | 70.00 | 210.00 | 634,921.19 | 0.00 | 11,450,000.00 | 10,815,078.81 | ONGOING |
| 20 | 11426 | CONVEYANCE LINE FROM LS TO RWWTP | 1,886,431.81 | 86,668.89 | 2,063,536.57 | 3,949,968.38 | | 8,300,000.00 | 4,350,031.62 | ONGOING |
| 21 | 11451 | CHROMIUM 6 COMPLIANCE STUDY | 14,489.48 | | | 14,489.48 | | 200,000.00 | 185,510.52 | PAUSED |
| 22 | 11456 | HWWTP INFL. PUMP STATION ODOR CONTROL | 647,827.69 | 0.00 | 118.32 | 647,946.01 | | 730,000.00 | 82,053.99 | ONGOING |
| 23 | 11460 | WELL 29 CHROMIUM 6 TREATMENT DESIGN | | | | 0.00 | | 200,000.00 | 200,000.00 | NOT STARTED |
| 24 | 11472 | AREA J-2 | 293,853.72 | | | 293,853.72 | | 300,000.00 | 6,146.28 | PAUSED |
| 25 | 11498 | HWWTP PERCOLATION POND REHAB | 28,181.34 | | | 28,181.34 | | 42,000.00 | 13,818.66 | PAUSED |
| 26 | 11556 | HWWTP ASU DEMOLITION | 45,077.20 | | | 45,077.20 | | 167,275.00 | 122,197.80 | PAUSED |
| 27 | 11557 | HWWTP PERCOLATION PONDS (2) | 350,213.58 | | | 350,213.58 | | 380,000.00 | 29,786.42 | PAUSED |
| 28 | 11566 | DESIGN & ENGINEERING AREAS H & I | 332,182.49 | | 465.26 | 332,647.75 | | 460,000.00 | 127,352.25 | ONGOING |
| 29 | 11598 | BLOCK WALL AT CORP YARD & WASTEWATER FACILITY | 1,451.86 | | | 1,451.86 | | 155,000.00 | 153,548.14 | PAUSED |
| 30 | 11599 | BLOCK WALL/FENCE AT TERRACE RESERVOIR | 25,947.91 | | | 25,947.91 | | 226,288.00 | 200,340.09 | PAUSED |
| 31 | 11600 | BOOSTER | 119,375.93 | | | 119,375.93 | | 150,000.00 | 30,624.07 | PAUSED |
| 32 | 11601 | MODULAR ENCL FOR CHLORINE EQUIP AT WELL SITES | 88,417.25 | | | 88,417.25 | | 124,180.00 | 35,762.75 | PAUSED |
| 33 | 11602 | ELECTRICAL PANEL/MOTOR REHAB (3 SITES) | 699,854.57 | | 365.23 | 700,219.80 | | 741,404.00 | 41,184.20 | ONGOING |
| 34 | 11604 | PAVEMENT REPAIRS - CORP YARD | 43,757.39 | | | 43,757.39 | | 345,575.00 | 301,817.61 | PAUSED |
| 35 | 11607 | TERRACE RESERVOIR NO. 1 | 30,667.76 | | | 30,667.76 | | 754,343.00 | 723,675.24 | PAUSED |
| 36 | 11608 | TERRACE RESERVOIR NO. 2 | 32,374.80 | | | 32,374.80 | | 814,461.00 | 782,086.20 | PAUSED |
| 37 | 11609 | TERRACE RESERVOIR NO. 3 | 30,882.54 | | | 30,882.54 | | 361,363.00 | 330,480.46 | PAUSED |
| 38 | 11610 | VISTA RESERVOIR NO. 2 | 125,979.40 | | | 125,979.40 | | 975,427.00 | 849,447.60 | PAUSED |
| 39 | 11611 | WELL REHABILITATION PROGRAM - WELL 22 | 315,712.46 | 179,999.53 | 198,098.76 | 513,811.22 | | 1,560,000.00 | 1,046,188.78 | ONGOING |
| 40 | 11613 | HWWTP ABOVE GROUND PIPING & APPURTENANCE REHAB | 343.68 | | | 343.68 | | 150,000.00 | 149,656.32 | PAUSED |
| 41 | 11617 | HWWTP SCADA UPGRADES | 40,080.36 | | | 40,080.36 | | 129,008.00 | 88,927.64 | PAUSED |
| 42 | 11618 | DESIGN & ENGINEERING FOR AREAS A & G | 526,554.15 | 2,721.22 | 3,704.82 | 530,258.97 | | 1,600,000.00 | 1,069,741.03 | ONGOING |
| 43 | 11621 | ADMIN BUILDING | 1,523,556.61 | | 8,369.14 | 1,531,925.75 | | 33,300,000.00 | 31,768,074.25 | ONGOING |
| 44 | 11622 | 2020 WATER CIP PIPELINE REPLACEMENT | 275,188.54 | | | 275,188.54 | | 2,264,975.00 | 1,989,786.46 | PAUSED |
| 45 | 11645 | MISSION CREEK SUBBASIN ALTERNATIVE PLAN | 340,014.59 | | 0.00 | 340,014.59 | -340,014.59 | 560,000.00 | 219,985.41 | COMPLETED |
| 46 | 11657 | SEWER SYSTEM COLLECTIONS | 560,651.81 | | 128.56 | 560,780.37 | | 750,000.00 | 189,219.63 | ONGOING |
| 47 | 11665 | WELL AND RESERVOIR SITES SECURITY CAMERAS | 2,366.86 | | | 2,366.86 | | 225,075.00 | 222,708.14 | PAUSED |
| 48 | 11666 | EMERGENCY BACKUP GENERATOR WELL 27/31 | 18,098.29 | | 3,549.25 | 21,647.54 | | 411,002.00 | 389,354.46 | ONGOING |
| 49 | 11667 | EMERGENCY BACKUP GENERATOR WELL 32 | 18,008.94 | | 3,546.51 | 21,555.45 | | 300,331.00 | 278,775.55 | ONGOING |
| 50 | 11668 | EMERGENCY BACKUP GENERATOR WELL 37 | 18,043.56 | | 3,548.32 | 21,591.88 | | 300,331.00 | 278,739.12 | ONGOING |
| 51 | 11689 | FILTRATION FOR HWWTP | 108,952.07 | | | 108,952.07 | | 1,500,000.00 | 1,391,047.93 | PAUSE |
| 52 | 11691 | MUNICODE WEBSITE | 9,021.78 | | | 9,021.78 | | 31,000.00 | 21,978.22 | PAUSE |

**MISSION SPRINGS WATER DISTRICT
CAPITAL IMPROVEMENT PROGRAM
NOVEMBER 30, 2023**

| | A | B | C | D | E | F | G | H | I | J |
|----|------------|---|--------------|------------|---------------|---------------|-------------|----------------|---------------|-------------|
| 1 | | | BEG BAL | CURRENT | YEAR TO DATE | TOTAL | CLOSED TO | ADOPTED | BALANCE | |
| 2 | JOBNO | PROJECT TITLE | 07-01-2023 | MONTH | 11-30-23 | COST | PROPERTY | BUDGET | OF BUDGET | STATUS |
| 53 | 11692 | MUNICODE AGENDA | 7,214.25 | | | 7,214.25 | | 20,000.00 | 12,785.75 | PAUSED |
| 54 | 11693 | GQPP AREA D3-1 SEWER DESIGN | 8,840.75 | | | 8,840.75 | | 156,000.00 | 147,159.25 | PAUSED |
| 55 | 11716 | PORTABLE BOOSTER/TRANSFER PUMP | | | 148,226.35 | 148,226.35 | | 180,000.00 | 31,773.65 | ONGOING |
| 56 | 11717 | TRAILER MOUNTED PORTABLE GENERATORS | | | | 0.00 | | 537,375.00 | 537,375.00 | NOT STARTED |
| 57 | 11719 | RESERVOIR REHAB PROGRAM DESIGN - 2022 FY | | | | 0.00 | | 120,000.00 | 120,000.00 | NOT STARTED |
| 58 | 11720 | WELL REHAB PROGRAM DESIGN - 2022 FY | 53,528.31 | | | 53,528.31 | | 120,000.00 | 66,471.69 | PAUSED |
| 59 | 11733 | ADMINISTRATION OFFICE REPAIRS DRYWL/PAINT | 35,339.27 | | | 35,339.27 | | 135,000.00 | 99,660.73 | PAUSED |
| 60 | 11737 | PIERSON BLVD SLURRY SEAL PROJECT | | | | 0.00 | | 183,000.00 | 183,000.00 | NOT STARTED |
| 61 | 11738 | RIVERSIDE CTY MOUNTAIN VIEW RESURFACING PROJ | | | | 0.00 | | 33,000.00 | 33,000.00 | NOT STARTED |
| 62 | 11741 | 35C WELL REHABILITATION | 14,226.50 | 2,237.64 | 4,691.16 | 18,917.66 | | 2,700,000.00 | 2,681,082.34 | ONGOING |
| 63 | 11742 | 34C WELL REHABILITATION | 13,269.15 | 555.39 | 4,966.77 | 18,235.92 | | 475,000.00 | 456,764.08 | ONGOING |
| 64 | 11743 | INSTALL 18-INCH INTERTIE LINE | 685.19 | | 409.29 | 1,094.48 | | 1,100,000.00 | 1,098,905.52 | ONGOING |
| 65 | 11768 | REDBUD B.S. OUTAGE/HIGHLAND RS. BWN | 68,248.67 | | | 68,248.67 | -30,493.67 | 35,000.00 | -33,248.67 | PAUSED |
| 66 | 11769 | 19TH-20TH AVES & LITTLE MORONGO ROADWAY PROJECT | 44,736.64 | | 6,030.69 | 50,767.33 | | 309,000.00 | 258,232.67 | ONGOING |
| 67 | 11776 | ENERGY CONSERVATION AND EFFICIENCY SVCS PLAN | 5,614.75 | | 20,216.87 | 25,831.62 | | 20,000.00 | -5,831.62 | PAUSED |
| 68 | 11787 | JOHN DEERE 3032E COMPACT UTILITY TRAILER | | | | 0.00 | | 32,000.00 | 32,000.00 | NOT STARTED |
| 69 | 11788 | MUFFIN MONSTER 6" INLINE GRINDER | | | | 0.00 | | 15,100.00 | 15,100.00 | NOT STARTED |
| 70 | 11789 | WACHS ERV-750 VALVE MACHINE | | | | 0.00 | | 42,000.00 | 42,000.00 | NOT STARTED |
| 71 | 11790 | 2024 - NEW METERS 3/4" - 2" | | 4,135.40 | 99,600.30 | 99,600.30 | | 350,000.00 | 250,399.70 | ONGOING |
| 72 | 11791 | ERP SYSTEM REPLACEMENTS | | | | 0.00 | | 1,710,000.00 | 1,710,000.00 | NOT STARTED |
| 73 | | | | | | | | | | |
| 74 | TOTAL | | 51,098,242.3 | 409,427.59 | 11,276,023.25 | 62,374,265.63 | -370,508.26 | 150,812,975.00 | 88,438,709.37 | |
| 75 | 70 records | | | | | | | | | |
| 76 | | | | | | | | | | |
| 77 | | TO BE CORRECTED DURING THE MIDYEAR PROCESS | | | | | | | | |

APPENDIX B – Wastewater and Water Production Tables

WASTEWATER REPORT

| SEWER CONNECTION SUMMARY | | | | | | | | | | | | | |
|--------------------------|-----------|------------|------------|------------|-----------|-----------|------------|------------|-----------|------------|------------|-----------|-----------|
| | 2023/24 | 2022/23 | 2021/22 | 2020/21 | 2019/20 | 2018/19 | 2017/18 | 2016/17 | 2015/16 | 2014/15 | 2013/14 | 2012/13 | 2011/12 |
| July | 4 | 4 | 18 | 8 | 7 | 9 | 51 | 2 | 1 | 139 | 2 | 0 | 0 |
| August | 12 | 26 | 20 | 4 | 1 | 8 | 53 | 2 | 4 | 214 | 4 | 0 | 2 |
| September | 17 | 20 | 20 | 5 | 2 | 12 | 8 | 11 | 2 | 90 | 2 | 1 | 0 |
| October | 3 | 13 | 36 | 9 | 4 | 8 | 12 | 4 | 21 | 65 | 8 | 2 | 1 |
| November | 7 | 8 | 29 | 50 | 10 | 9 | 7 | 7 | 1 | 52 | 18 | 7 | 3 |
| December | | 8 | 12 | 9 | 3 | 3 | 64 | 1 | 0 | 86 | 22 | 11 | 2 |
| January | | 35 | 14 | 21 | 7 | 1 | 16 | 8 | 3 | 27 | 3 | 11 | 1 |
| February | | 4 | 7 | 23 | 5 | 1 | 42 | 0 | 3 | 5 | 46 | 6 | 1 |
| March | | 24 | 17 | 48 | 1 | 0 | 23 | 5 | 0 | 31 | 16 | 2 | 1 |
| April | | 16 | 7 | 18 | 3 | 3 | 15 | 30 | 0 | 8 | 95 | 14 | 3 |
| May | | 9 | 16 | 17 | 11 | 3 | 20 | 45 | 7 | 13 | 98 | 3 | 2 |
| June | | 4 | 2 | 21 | 7 | 3 | 6 | 70 | 4 | 4 | 72 | 2 | 0 |
| Annual | 43 | 171 | 198 | 233 | 61 | 60 | 317 | 185 | 46 | 734 | 386 | 59 | 16 |

Connections to Sewer Collection System:
 As of June 30, 2023 8,836
 Plus YTD 43
Total Sewer Connections = 8,879

| WASTEWATER FLOW MGD | | | | |
|---------------------|-----------------|------------------|-----------------|------------------|
| 2023/24 | HORTON PLANT | | DESERT CREST | |
| | Avg. Daily Flow | Peak 24 hr. Flow | Avg. Daily Flow | Peak 24 hr. Flow |
| July | 1.922043 | 2.149212 | 0.050983 | 0.071200 |
| August | 1.929369 | 2.592078 | 0.047453 | 0.067540 |
| September | 2.037218 | 2.182773 | 0.046081 | 0.055570 |
| October | 2.050049 | 2.173503 | 0.040804 | 0.051000 |
| November | 2.065661 | 2.265582 | 0.046158 | 0.059550 |
| December | | | | |
| January | | | | |
| February | | | | |
| March | | | | |
| April | | | | |
| May | | | | |
| June | | | | |

| WASTEWATER FLOW MGD | | | | |
|---------------------|-----------------|------------------|-----------------|------------------|
| 2022/23 | HORTON PLANT | | DESERT CREST | |
| | Avg. Daily Flow | Peak 24 hr. Flow | Avg. Daily Flow | Peak 24 hr. Flow |
| July | 1.980020 | 2.086591 | 0.038856 | 0.045610 |
| August | 2.007484 | 2.156507 | 0.043378 | 0.051750 |
| September | 2.085598 | 2.243680 | 0.042339 | 0.047130 |
| October | 1.980283 | 2.266199 | 0.045616 | 0.052230 |
| November | 1.966075 | 2.124845 | 0.045861 | 0.050330 |
| December | 1.963779 | 2.145901 | 0.041817 | 0.050300 |
| January | 1.954007 | 2.142796 | 0.043181 | 0.048220 |
| February | 1.917610 | 2.093768 | 0.041724 | 0.056170 |
| March | 1.977725 | 2.134190 | 0.042863 | 0.047530 |
| April | 2.047194 | 2.217048 | 0.037373 | 0.047160 |
| May | 1.977976 | 2.188987 | 0.040162 | 0.059330 |
| June | 1.938862 | 2.058816 | 0.049741 | 0.067470 |

WATER REPORT

| WATER CONNECTION SUMMARY | | | | | | | | | | | | | |
|--------------------------|-------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | 2023/24 | 2022/23 | 2021/22 | 2020/21 | 2019/20 | 2018/19 | 2017/18 | 2016/17 | 2015/16 | 2014/15 | 2013/14 | 2012/13 | 2011/12 |
| July | 5 | 6 | 18 | 7 | 4 | 5 | 7 | 2 | 0 | 0 | 1 | 0 | 0 |
| August | 14 | 28 | 19 | 6 | 10 | 5 | 3 | 2 | 2 | 0 | 1 | 0 | 0 |
| September | 19 | 22 | 23 | 18 | 2 | 14 | 4 | 13 | 3 | 0 | 2 | 2 | 0 |
| October | 4 | 16 | 33 | 13 | 3 | 21 | 8 | 3 | 20 | 0 | 5 | 1 | 1 |
| November | 9 | 10 | 27 | 10 | 16 | 4 | 0 | 7 | 3 | 0 | 1 | 0 | 1 |
| December | | 9 | 9 | 2 | 17 | 3 | 3 | 2 | 0 | 0 | 2 | 0 | 0 |
| January | | 26 | 14 | 15 | 6 | 3 | 20 | 1 | 1 | 2 | 2 | 0 | 0 |
| February | | 14 | 8 | 13 | 8 | 5 | 11 | 1 | 0 | 1 | 0 | 1 | 0 |
| March | | 29 | 19 | 16 | 2 | 3 | 6 | 5 | 0 | 12 | 0 | 0 | 4 |
| April | | 24 | 6 | 11 | 1 | 3 | 7 | 11 | 2 | 7 | 0 | 1 | 4 |
| May | | 16 | 19 | 15 | 12 | 5 | 11 | 9 | 8 | 2 | 0 | 1 | 2 |
| June | | 5 | 1 | 24 | 11 | 2 | 8 | 2 | 10 | 1 | 0 | 0 | 0 |
| Annual | 51 | 205 | 196 | 150 | 92 | 73 | 88 | 58 | 49 | 25 | 14 | 6 | 12 |
| Avg./ Mo. | 4.25 | 17.08 | 16.33 | 12.50 | 7.67 | 6.08 | 7.33 | 4.83 | 4.08 | 2.08 | 1.17 | 0.50 | 1.00 |

Connections to Water System:
 As of June 30, 2023 13,542
 Plus YTD 51
Total Water Connections = 13,593

| WATER PRODUCTION SUMMARY | | | | | | | | | | | | | |
|--------------------------|-----------------|--------------------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| | FY 2023/24 | Variance from prior year | | FY 2022/23 | FY 2021/22 | FY 2020/21 | FY 2019/20 | FY 2018/19 | FY 2017/18 | FY 2016/17 | FY 2015/16 | FY 2014/15 | FY 2013/14 |
| | AF | AF | % | AF | AF | AF | AF | AF | AF | AF | AF | AF | AF |
| July | 789.99 | 38.20 | 5.08% | 751.79 | 796.57 | 857.77 | 853.23 | 857.20 | 835.87 | 714.50 | 659.11 | 859.00 | 942.82 |
| August | 737.74 | -112.45 | -13.23% | 850.19 | 839.93 | 885.31 | 795.18 | 806.47 | 829.93 | 808.54 | 706.62 | 730.71 | 828.60 |
| September | 675.06 | -40.97 | -5.72% | 716.03 | 738.65 | 784.80 | 757.08 | 689.47 | 712.40 | 679.54 | 657.37 | 800.67 | 813.20 |
| October | 709.23 | 17.25 | 2.49% | 691.98 | 665.18 | 755.84 | 709.39 | 709.81 | 733.86 | 678.33 | 575.86 | 716.30 | 716.09 |
| November | 629.05 | 29.66 | 4.95% | 599.39 | 679.85 | 690.13 | 619.87 | 631.75 | 642.41 | 601.89 | 582.22 | 533.69 | 557.05 |
| December | | - | 0.00% | 554.27 | 565.48 | 588.32 | 537.23 | 502.16 | 584.24 | 520.63 | 503.10 | 590.83 | 633.09 |
| January | | - | 0.00% | 530.39 | 580.28 | 537.96 | 553.20 | 570.20 | 599.52 | 465.10 | 431.38 | 526.86 | 582.86 |
| February | | - | 0.00% | 490.41 | 527.34 | 495.61 | 520.85 | 415.49 | 512.79 | 453.39 | 483.92 | 506.49 | 522.87 |
| March | | - | 0.00% | 500.37 | 601.44 | 625.80 | 557.73 | 490.92 | 536.09 | 549.50 | 514.05 | 614.94 | 603.89 |
| April | | - | 0.00% | 552.34 | 624.07 | 649.34 | 573.02 | 635.08 | 644.06 | 540.56 | 502.36 | 622.58 | 664.05 |
| May | | - | 0.00% | 726.25 | 745.36 | 723.62 | 698.99 | 598.36 | 697.15 | 731.81 | 601.83 | 590.28 | 708.18 |
| June | | - | 0.00% | 682.09 | 730.02 | 761.63 | 806.02 | 710.39 | 688.74 | 732.68 | 685.93 | 706.34 | 812.96 |
| TOTAL | 3,541.07 | -68.31 | -1.89% | 7,645.50 | 8,094.17 | 8,356.13 | 7,981.79 | 7,617.30 | 8,017.06 | 7,476.47 | 6,903.75 | 7,798.69 | 8,385.66 |

APPENDIX C – Federal Update from Carpi & Clay

Mission Springs Water District Federal Update

November 30, 2023

Congress Passes Continuing Resolution

Before departing Washington, D.C. for the Thanksgiving holiday, Congress passed a **Continuing Resolution** (CR) to allow the federal government to remain funded beyond the November 17th deadline from the previous CR. The new CR take a two-tiered laddered approach to extending federal funding. The CR extends funding across all federal agencies at current fiscal year (FY) 2023 levels, but groups the twelve appropriations bills into the following two groups with two different deadlines:

- Extends the agencies funded under the below bills through **January 19th, 2024**:
 - Agriculture-FDA
 - Energy and Water
 - Military Construction-Veterans Affairs
 - Transportation-Housing and Urban Development

- Extends agencies funded under the below bills through **February 2nd, 2024**:
 - Commerce-Justice-Science
 - Labor-HHS-Education
 - Defense
 - Financial Services
 - Homeland Security
 - Interior-Environment
 - Legislative Branch
 - State-Foreign Operations

In addition to extending current funding levels for federal agencies, the CR also includes extensions for the following programs:

- Health programs, including funding for community health centers and delay of Medicaid payment cuts to disproportionate share hospitals through January 19th
- TANF through February 2nd
- NFIP through February 2nd
- Farm bill programs through September 30th

2024 Congressional Calendar Released

The House and Senate released their anticipated schedules for 2024. Since it is an election year, in addition to Congress being in recess the month of August, Congress will also be in recess the month of October, returning to Washington, D.C. after the November election. A combined copy of the calendars can be found [HERE](#).

EPA Releases \$2 Billion NOFO for Community Change Grants

The Environmental Protection Agency (EPA) released a \$2 billion [Notice of Funding Opportunity](#) (NOFO) for the Environmental and Climate Justice Community Change Grants Program, authorized in the Inflation Reduction Act (IRA). Funding will support projects that promote climate resiliency and adaptation, mitigate climate and health risks, monitor and prevent indoor and outdoor pollution, implement infrastructure upgrades, and develop workforce initiatives. Applications are accepted on a rolling basis through November 21, 2024. There are two application tracks:

- **Community-Driven Investments for Change:** EPA expects to award \$1.96 billion for 150 projects, totaling between \$10 and \$20 million for each awardee.
- **Meaningful Engagement for Equitable Governance:** EPA expects to award \$40 million for 20 projects, totaling between \$1 and \$3 million for each awardee.

Congressional Letters

Senate Majority Leader Schumer Sends “Dear Colleague” On Upcoming Senate Work Period. Senate Majority Leader Chuck Schumer (D-NY) sent a [“Dear Colleague” letter](#) on the upcoming Senate work period before the holiday break. The letter outlines Leader Schumer plans to bring President Biden’s \$106 billion national security supplemental request to the floor for consideration “as soon as the week of December 4th.” The Senate will also move forward with a rule change that will allow military promotions to proceed and will continue to consider Judicial Branch nominees before adjourning the First Session of the 118th Congress.

Federal Funding Opportunities & Announcements

Reclamation Announces Environmental Water Resource Projects Awards. The Bureau of Reclamation (Reclamation) announced [\\$50 million for 30 Environmental Water Resource Projects](#). The funding will support projects focused on water conservation, water management, and restoration efforts that benefit the health of ecosystems and watersheds.

Reclamation Releases WaterSMART Small-Scale Water Efficiency NOFO. Reclamation released a [NOFO](#) for \$12 million for the WaterSMART Small-Scale Water Efficiency program. Eligible projects include installation of flow measurement or automation in a specific part of a water delivery system, lining or piping a section of a canal to address seepage, municipal meters, landscape efficiencies, or other similar projects. Applications are due January 16th.

Federal Agency Personnel/Regulatory Announcements

White House Updates BIL Technical Assistance Guide and Tools. Corresponding with the second anniversary of the Bipartisan Infrastructure Law (BIL), the White House released an updated technical assistance guide and other related tools to help local governments better navigate programs under BIL. The updated tools include:

- [Technical Assistance Guide](#)
- [State-by-State Fact Sheets](#)
- [Interactive Map of Projects](#)

White House Publishes GHG Emissions Tracking Plan. The White House Greenhouse Gas Monitoring and Measurement Interagency Working Group published the “[National Strategy to Advance an Integrated U.S. Greenhouse Gas Measurement, Monitoring, and Information System](#).” The plan aims to streamline the federal government’s greenhouse gas (GHG) emission tracking efforts by improving coordination between federal agencies that monitor GHG emissions.

CEQ Issues Environmental Justice Scorecard RFI. The Council on Environmental Quality (CEQ) released a [Request for Information](#) (RFI) on Phase One of the Environmental Justice Scorecard to inform further development. The RFI solicits feedback on improving the Scorecard, additional metrics to measure progress, and qualitative information preferences. Comments are due January 19th.

EPA Launches Get the Lead Out Initiative. EPA launched the [Get the Lead Out \(GLO\) Initiative](#) for up to 200 underserved communities to receive assistance in identifying lead service lines, developing replacement plans, and applying for funding to implement replacement plans. EPA will assist in developing Lead Service Line Inventories, Community Engagement Plans, Lead Service Line Replacement Plans, and State Revolving Fund Applications. Communities can request assistance from the program [HERE](#).

EPA Announces Lead and Copper Proposed Rule. EPA announced the release of a new Lead and Copper [proposed rule](#). The proposed rule would require replacement of lead service lines within ten years of adoption, regular lead service line inventory updates, changes to tap water sampling protocols, lower the lead action level, and implement other measures to prevent lead exposure. EPA is hosting a [webinar](#) to discuss the proposed rule on December 6th at 2:00 PM ET. Comments will be due 60 days following publication in the *Federal Register*.

EPA Issues RFI for Products Used in Water Infrastructure Programs. EPA released an [RFI](#) for Products and Categories of Products Used in Water Infrastructure Programs. EPA intends to use the information collected to develop funding programs subject to Build America, Buy America (BABA) Act requirements and ensure the agency has accurate information on the domestic availability of products used in the construction, alteration, and/or maintenance of water infrastructure. Comments are due December 20th.

EPA Launches National Environmental Youth Advisory Council. EPA announced the appointment of 16 members to the newly-formed [National Environmental Youth Advisory Council](#). The Council will provide policy advice and guidance to EPA regarding the agency's efforts to address environmental issues impacting youth.

EPA Researchers Publish Critical Review of PFAS Landfill Disposal. EPA released a report titled, "[A Critical Review of Perfluoroalkyl and Polyfluoroalkyl Substances \(PFAS\) Landfill Disposal in the United States](#)." The report's purpose is to inform stakeholders about waste derived PFAS disposed of in landfills, PFAS emissions, and related environmental impacts.

FEMA and CISA Release Cyber Incidents Planning Guidance. The Federal Emergency Management Agency (FEMA) and the Cybersecurity and Infrastructure Security Agency (CISA) released an [incident planning guide](#) for emergency managers. The guide provides state, local, tribal, and territorial emergency managers with knowledge of cyber incidents to promote cyber preparedness efforts in their jurisdictions. It is intended to support emergency management personnel collaboratively prepare for a cyber incident and support the development of a cyber incident response plan.

##

APPENDIX D – Public Affairs Information



CVWC Digital Marketing Report

Website, Social, and Marketing Performance

November, 2023

by Hunter | Johnsen

Google Ads Campaigns

 DISPLAY AD IMPRESSIONS
CV WATER COUNTS

123,675

 SEARCH AD IMPRESSIONS
CV WATER COUNTS

1,267

 VIDEO IMPRESSIONS
CV WATER COUNTS

96,794

 CLICKS
CV WATER COUNTS

1,917

 CTR
CV WATER COUNTS

0.86%

 GOOGLE PROGRAMMATIC DISPLAY AD CAMPAIGN PERFORMANCE
CV WATER COUNTS

| Campaign name | Clicks | Impr. |
|---------------------------------------|--------|---------|
| CV Water Counts November 2023 SPANISH | 611 | 53,852 |
| CV Water Counts November 2023 | 629 | 43,895 |
| CVWC Webinar Dec 2023 | 395 | 25,928 |
| | 1,635 | 123,675 |



 GOOGLE YOUTUBE VIDEO AD CAMPAIGN PERFORMANCE
CV WATER COUNTS

| Account name | Impr. | Engagements | Video views | Clicks |
|--|--------|-------------|-------------|--------|
| CV Water Counts | 96,794 | 36,825 | 17,246 | 225 |
| CVWC Water Saving Tips YouTube Spanish November 2023 | 45,456 | 19,757 | 11,848 | 105 |
| CVWC Water Saving Tips English YouTube Nov 2023 | 51,338 | 17,068 | 5,398 | 120 |
| | 96,794 | 36,825 | 17,246 | 225 |

Item 18.





GOOGLE ADS PAID SEARCH CAMPAIGN PERFORMANCE
CV WATER COUNTS

| Campaign | Clicks | Impr. |
|-----------------------|--------|-------|
| CVWC Search Campaigns | 57 | 1,267 |
| | 57 | 1,267 |

Facebook Ad Campaigns

FACEBOOK AD PERFORMANCE

HUNTER JOHNSEN

| Ad preview | Link Clicks | Impr. | Reach | Frequency | Page engagement |
|--|-------------|---------|--------|-----------|-----------------|
|  <p>CVWC - November 2023 www.instagram.com Check with your water agency to see what rebates are available to save water, money, and beautify your home! For more water-saving tips, visit CVWaterCounts.com/conservation-tips.</p> <p>#WaterWiseWednesday</p> | 530 | 85,375 | 34,752 | 2.46 | 530 |
|  <p>CVWC - Webinar www.instagram.com ☔ Join us for a special webinar on Tuesday, December 12 @ Noon featuring Brad Hardison, UCCE Master Gardener, Riverside County.</p> <p>Learn more and RSVP: https://cwwatercounts.com/webinars/</p> | 234 | 33,057 | 19,172 | 1.72 | 260 |
| | 764 | 118,432 | 43,024 | 2.75 | 790 |

Website Information

USERS
CV WATER - CV WATER COUNTS - GA4

2,088

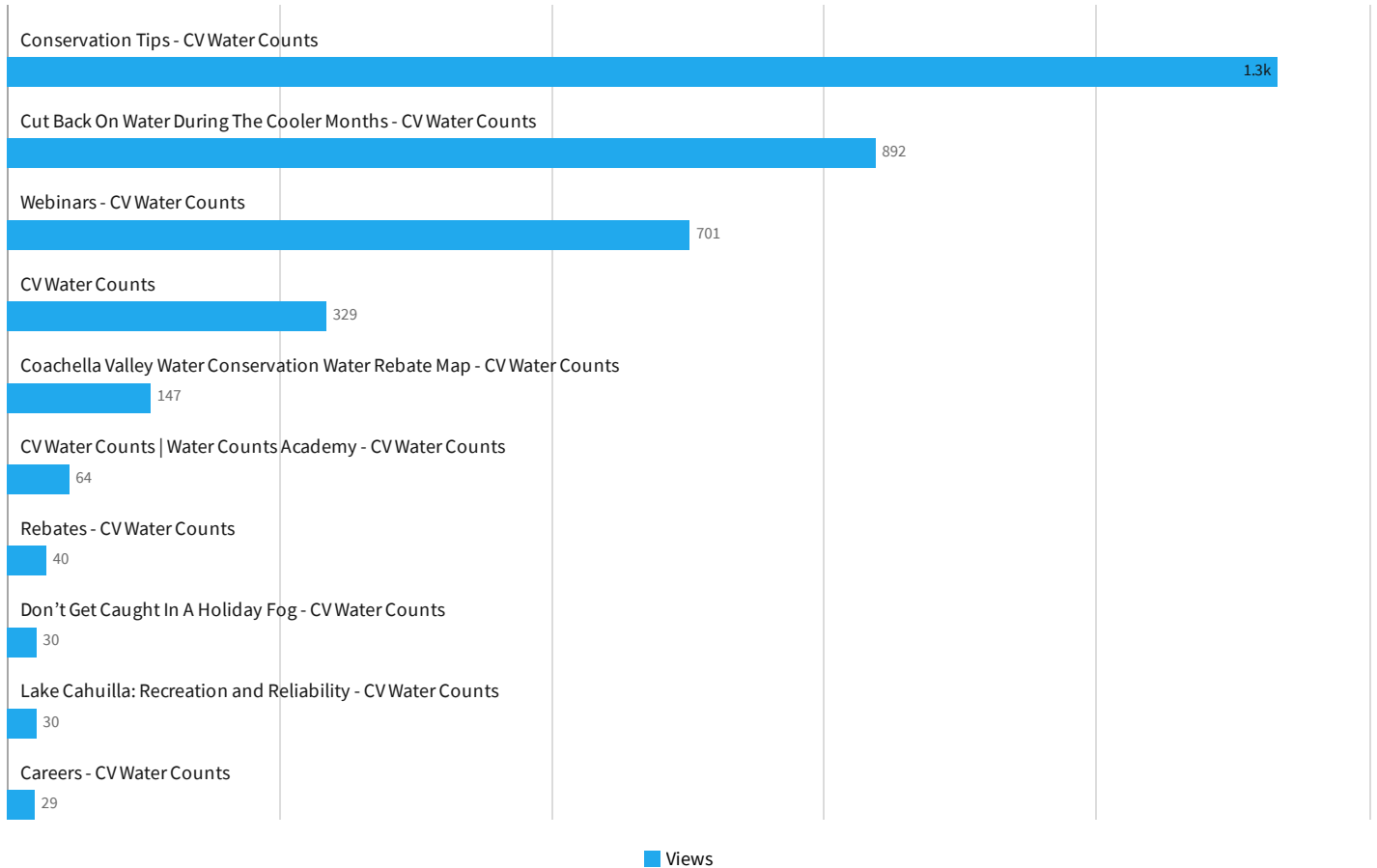
SESSIONS
CV WATER - CV WATER COUNTS - GA4

2,932

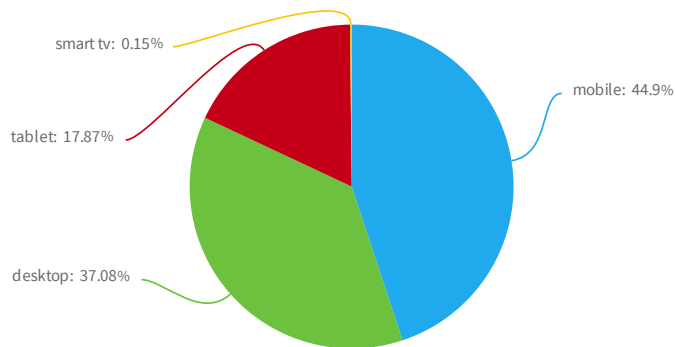
PAGEVIEWS
CV WATER - CV WATER COUNTS - GA4

4,027

VIEWS BY PAGE TITLE AND SCREEN CLASS
CV WATER - CV WATER COUNTS - GA4

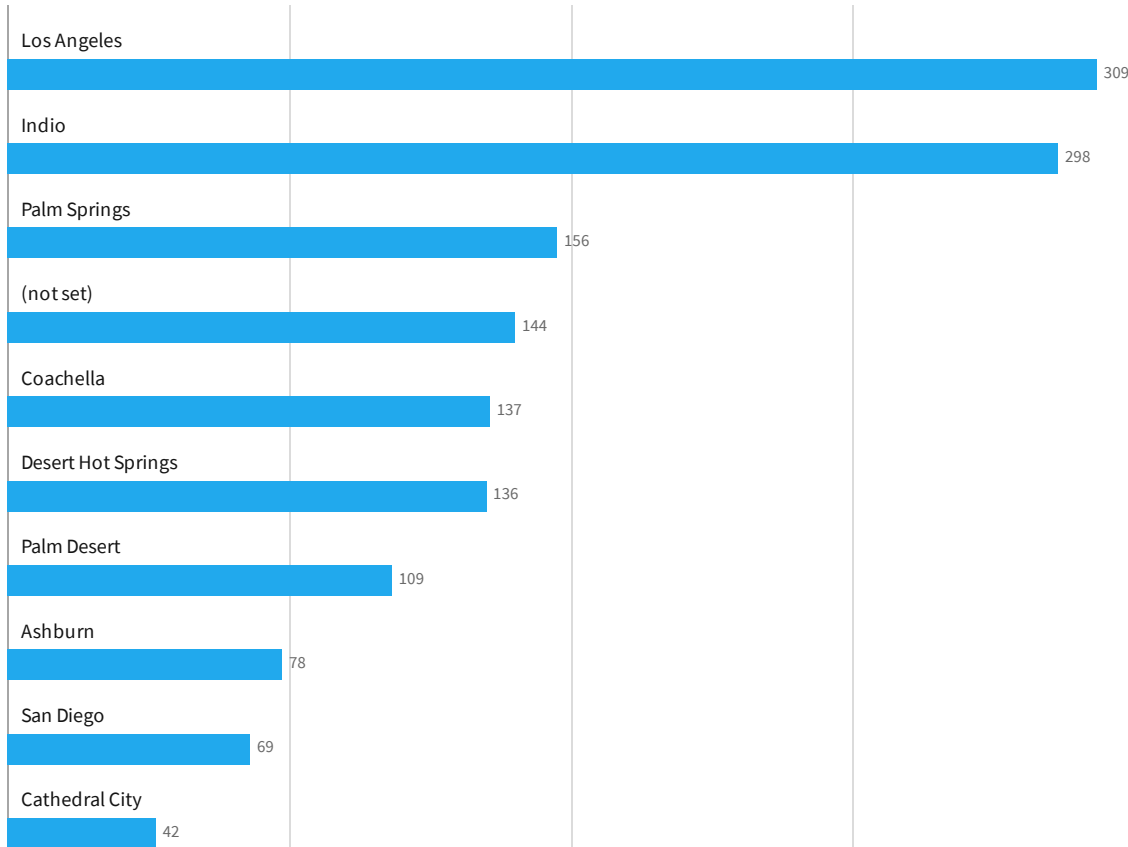


ENGAGED SESSIONS BY DEVICE CATEGORY
CV WATER - CV WATER COUNTS - GA4



Item 18.

USERS BY CITY
CV WATER - CV WATER COUNTS - GA4

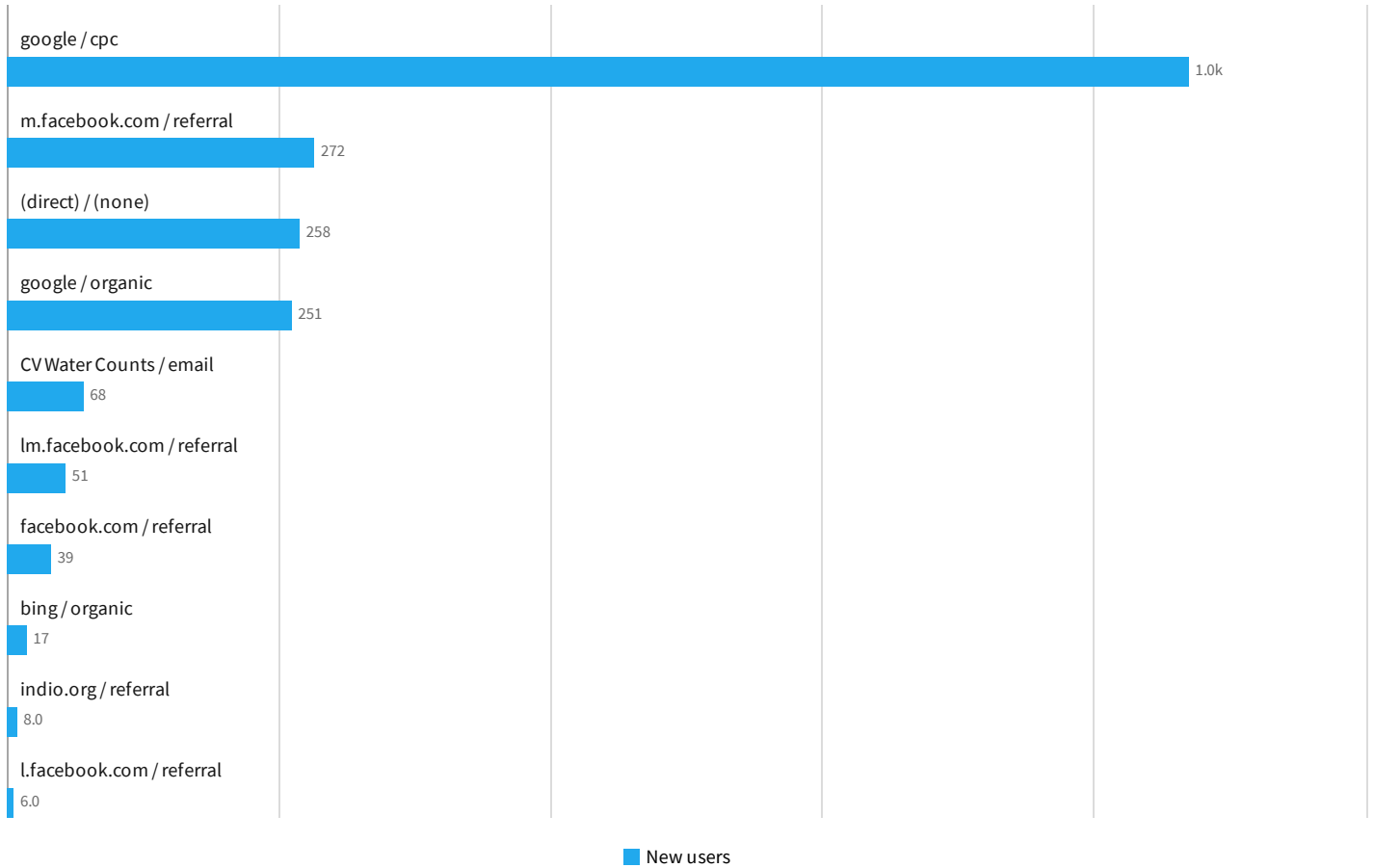


■ Users

Item 18.

NEW USERS BY FIRST USER SOURCE / MEDIUM

CV WATER - CV WATER COUNTS - GA4



MONTH PERFORMANCE

PAST 6 MONTHS: CV WATER - CV WATER COUNTS - GA4

| Month | New users | Engaged sessions | Engagement rate | Sessions per User | Average engagement time | Conv. |
|-----------------------|-----------|------------------|-----------------|-------------------|-------------------------|-------|
| November 2023 | 2,046 | 674 | 23.0% | 1.4 | 14s | 193 |
| October 2023 | 1,751 | 562 | 24.8% | 1.26 | 15s | 105 |
| September 2023 | 1,806 | 814 | 28.2% | 1.56 | 16s | 198 |
| August 2023 | 1,711 | 611 | 24.6% | 1.43 | 17s | 5 |
| July 2023 | 1,965 | 632 | 25.2% | 1.28 | 15s | 0 |
| June 2023 | 19 | 4 | 19.0% | 1.17 | 15s | 0 |
| Total | 9,298 | 3,350 | 25.4% | 1.42 | 16s | 501 |

Organic Search

QUERY PERFORMANCE CVWATERCOUNTS.COM/

| Query | Impr. | Clicks | CTR | Avg. position |
|---------------------------------|-------|--------|-------|---------------|
| lake cahuilla | 938 | 1 | 0.11% | 8.97 |
| water pledge | 749 | 0 | 0% | 8.55 |
| indio water authority | 340 | 0 | 0% | 11.72 |
| cv water | 325 | 2 | 0.62% | 5.29 |
| portulacaria afra | 244 | 0 | 0% | 11.51 |
| mission springs water district | 194 | 0 | 0% | 12.63 |
| coachella valley water district | 169 | 0 | 0% | 11.58 |
| gardening cv | 163 | 0 | 0% | 62.47 |
| chaparral sage | 157 | 2 | 1.27% | 10.14 |
| dry creek bed landscaping | 154 | 0 | 0% | 64.56 |
| | 3,433 | 5 | 0.15% | 20.74 |

PAGE PERFORMANCE CVWATERCOUNTS.COM/

| Page | Impr. | Clicks | CTR | Avg. position |
|---|-------|--------|-------|---------------|
| https://cvwatercounts.com/lake-cahuilla-recreation-and-reliability/ | 2,154 | 22 | 1.02% | 11.08 |
| https://cvwatercounts.com/plant-of-the-month-trailing-lantana-lantana-montevideensis/ | 1,365 | 7 | 0.51% | 20.28 |
| https://cvwatercounts.com/save-water-pledge/ | 1,359 | 1 | 0.07% | 6.84 |
| https://cvwatercounts.com/eco-friendly-car-washes-in-the-coachella-valley/ | 852 | 0 | 0% | 47.77 |
| https://cvwatercounts.com/ | 718 | 17 | 2.37% | 19.44 |
| https://cvwatercounts.com/plant-of-the-month-prickly-pear-cactus-opuntia/ | 706 | 2 | 0.28% | 13.66 |
| https://cvwatercounts.com/take-the-pledge-to-conserve-water-for-your-new-years-resolution/ | 681 | 0 | 0% | 5.74 |
| https://cvwatercounts.com/where-does-the-coachella-valley-water-come-from/ | 634 | 10 | 1.58% | 10.27 |
| https://cvwatercounts.com/plant-of-the-month-desert-carpet-acacia-redolens/ | 555 | 7 | 1.26% | 10.21 |
| https://cvwatercounts.com/simple-way-check-toilet-leaks/ | 543 | 0 | 0% | 18.58 |
| | 9,567 | 66 | 0.69% | 16.39 |

Facebook Information

f IMPR.
CV WATER COUNTS

117,476

f REACH
CV WATER COUNTS

53,299

f NEW PAGE LIKES
CV WATER COUNTS

3

f ENGAGED USER
CV WATER COUNTS

790










f TOTAL PAGE VIEWS
CV WATER COUNTS

99

f PAGE LIKES
CV WATER COUNTS










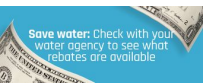

3,996

f POST PERFORMANCE
CV WATER COUNTS

| Post | Created at | Post reach | Post engaged users | Likes |
|--|--------------------------|------------|--------------------|-------|
|  Celebrating four years of bringing you the CV Water Counts Water Watch e-Newsletter. To subscribe, visit CVWaterCounts.com. | November 30, 2023 | 63 | 2 | 2 |
|  Coachella Valley Water District (CVWD) is a special district established in 1918 to protect and conserve local water resources. With nearly 570 employees today, CVWD provides water-related utility services to more than 270,000 people in the Coa... | November 27, 2023 | 27 | 4 | 4 |
|  Thinking about a career in water? To find out about opportunities in the Coachella Valley, visit CVWaterCounts.com/careers | November 25, 2023 | 141 | 10 | 4 |
|  CV Water Counts is gearing up for the eighth class of the Water Counts Academy, designed for community leaders in the Coachella Valley who want to learn about local water resources. This comprehensive course covers the different services and us... | November 24, 2023 | 108 | 3 | 2 |
|  Happy Thanksgiving! | November 23, 2023 | 139 | 6 | 5 |
|  There can be a lot of dishes to wash around Thanksgiving. At any time of year, be sure to run your dishwasher only when full. For more water-saving tips, visit CVWaterCounts.com/conservation-tips. #WaterWiseWednesday | November 23, 2023 | 115 | 2 | 2 |
|  Soil can become compacted during home construction or from normal foot traffic. Aerating your soil with a simple aerator can increase the infiltration of water into the ground, improving water flow to the plant's root zone and reducing water run... | November 21, 2023 | 52 | 2 | 2 |
|  For more water-saving tips, visit CVWaterCounts.com/conservation-tips | November 20, 2023 | 29 | 2 | 2 |
|  Prostrate rosemary can be clumping, mounding, creeping or trailing, depending on the selection. In addition, upright forms grow as shrubs up to 6 feet tall. It is recommended that cultivars be selected carefully to fit the purpose and garden spa... | November 17, 2023 | 45 | 2 | 2 |

56,696 837 62

Item 18.

| Post | Created at | Post reach | Post engaged users | Likes |
|--|--------------------------|------------|--------------------|-------|
|  <p>☑️ Join us for a special webinar on Tuesday, December 12 @ Noon featuring Brad Hardison, UCCE Master Gardener, Riverside County. Learn more and RSVP: https://cvwatercounts.com/webinars/</p> | November 17, 2023 | 20,127 | 273 | 11 |
|  <p>The TRIC system can help your trees thrive. Learn more at CVWaterCounts.com/Learn/#Tree. For more water-saving tips, visit CVWaterCounts.com/conservation-tips. #WaterWiseWednesday</p> | November 16, 2023 | 90 | 4 | 4 |
|  <p>If you or someone you know is in need of water bill assistance during this difficult time, applications are being accepted now for the Help2Others Assistance Program online. Click here for details and to fill out an online application at UnitedW...</p> | November 13, 2023 | 82 | 2 | 2 |
|  <p>Thank you to all who have served.</p> | November 11, 2023 | 32 | 2 | 2 |
|  <p>With the holiday season just around the corner, many families are looking forward to their annual gatherings with traditional meals. It is important to remember that holiday cooking can include foods with byproducts that, if not disposed of prop...</p> | November 10, 2023 | 32 | 3 | 2 |
|  <p>Apply water only as fast as the soil can absorb it. For more water-saving tips, visit CVWaterCounts.com/conservation-tips. #WaterWiseWednesday</p> | November 9, 2023 | 114 | 2 | 2 |
|  <p>CV Water Counts Academy 2024 is now accepting applications! These fun and informative sessions are designed for current and emerging leaders in the Coachella Valley who want to learn more about water resources in the Coachella Valley. To learn m...</p> | November 6, 2023 | 81 | 5 | 4 |
|  <p>As November brings cooler weather to the desert, use less water in your landscaping to avoid wasting water. Plants and grass use less water during the fall and winter seasons. Gradually reduce watering as temperatures continue to drop. Reducing...</p> | November 3, 2023 | 29 | 2 | 2 |
|  <p>https://l.facebook.com/l.php?u=https%3A%2F%2Fwww.surveymonkey.com%2F%2F59SKBF&h=AT33Yr4pCDBEA-HcRfoJizqPfQ2v-JXHecCt_LzTdsW326BSVfflYQKCDuqS8-CvQXR3ZNe7aaoHVhZ0WG0p0Qjhjz1Lp-YaSfs-krly9Wdfcn9lyQLKwFQWztvDnJ&s=1</p> | November 3, 2023 | 52 | 3 | 3 |
|  <p>CV Water Counts updated their cover photo. https://www.facebook.com/cvwatercounts</p> | November 1, 2023 | 46 | 0 | 3 |
|  <p>Check with your water agency to see what rebates are available to save water, money, and beautify your home! For more water-saving tips, visit CVWaterCounts.com/conservation-tips. #WaterWiseWednesday</p> | November 1, 2023 | 35,292 | 508 | 2 |
| | | 56,696 | 837 | 62 |

Instagram Information

 **IMPRESSIONS**
CV WATER COUNTS

3,651









 **LIKES**
CV WATER COUNTS

20

 **FOLLOWERS (LIFETIME)**
CV WATER COUNTS

236

 **MEDIA PERFORMANCE**
CV WATER COUNTS

| Media | Impr. | Engagement | Reach | Saved | Video views |
|--|-------|------------|-------|-------|-------------|
|  Celebrating four years of bringing you the CV Water Counts Water Watch e-Newsletter. To subscribe, visit CVWaterCounts.com. | 0 | 1 | 0 | 0 | 0 |
|  Thinking about a career in water? To find out about opportunities in the Coachella Valley, visit CVWaterCounts.com/careers | 0 | 4 | 0 | 0 | 0 |
|  Happy Thanksgiving! | 0 | 1 | 0 | 0 | 0 |
|  For more water-saving tips, visit CVWaterCounts.com/conservation-tips | 0 | 1 | 0 | 0 | 17 |
|  If you or someone you know is in need of water bill assistance during this difficult time, applications are being accepted now for the Help2Others Assistance Program online. For details and to fill out an online application visit: UnitedWayoft... | 0 | 3 | 0 | 0 | 0 |
|  Thank you to all who have served. | 0 | 4 | 0 | 0 | 0 |
|  CV Water Counts Academy 2024 is now accepting applications! These fun and informative sessions are designed for current and emerging leaders in the Coachella Valley who want to learn more about water resources in the Coachella Valley. To learn... | 0 | 3 | 0 | 0 | 0 |
|  Check with your water agency to see what rebates are available to save water, money, and beautify your home! For more water-saving tips, visit the link in our bio. #WaterWiseWednesday | 0 | 3 | 0 | 0 | 0 |
| | 0 | 20 | 0 | 0 | 17 |

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 Invites You To A Free Master Gardener Webinar | Wednesday, November 29, 2023 6:45 PM | 609 | 662 | 58.46% | 17.58% | 58 | 5.32% | 0.86% | 1 | 4 |
| CV Water Counts November 2023 | Wednesday, November 1, 2023 5:00 PM | 616 | 624 | 57.14% | 17.58% | 60 | 5.14% | 0.86% | 9 | 3 |
| | | 1,225 | 1,286 | 57.8% | 17.58% | 118 | 5.23% | 0.86% | 10 | 7 |



MSWD Digital Marketing & Website Report

Website, Social, and Marketing Performance

November, 2023

Casey Dolan

Casey Dolan Consulting

Google Ads Campaigns

IMPRESSIONS
MSWD

113,258

CLICKS
MSWD

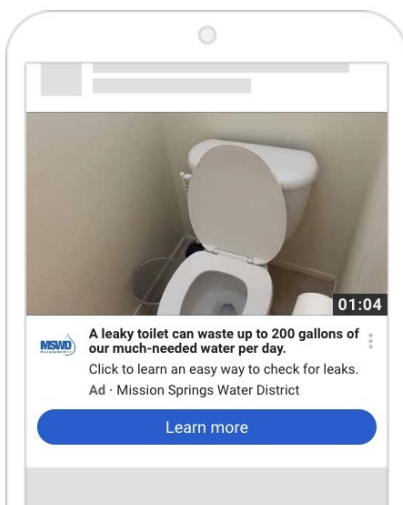
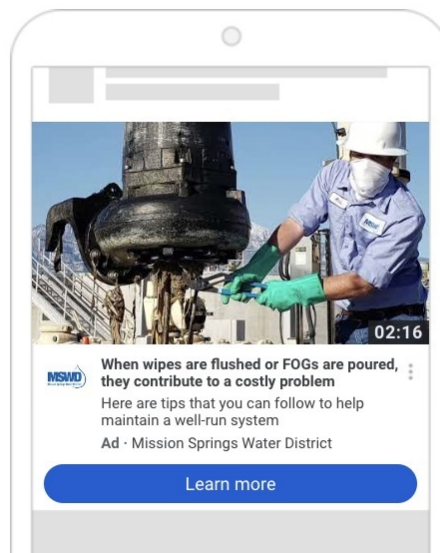
665

CTR
MSWD

0.59%

GOOGLE ADS CAMPAIGN PERFORMANCE
MSWD

| Ad group | Impr. | Clicks | CTR |
|-----------------------------|---------|--------|-------|
| MSWD Toilet Tank Video 2023 | 19,743 | 358 | 1.81% |
| MSWD FOGs Video | 17,398 | 246 | 1.41% |
| MSWD Black Friday | 76,117 | 61 | 0.08% |
| | 113,258 | 665 | 0.59% |



Facebook Ad Campaigns

Includes ad campaign information for all campaigns, excluding anniversary event

AD PERFORMANCE


MSWD

| Ad | Link Clicks | Impr. | Reach | Page Likes |
|-------------------------------------|-------------|--------|--------|------------|
| MSWD Toilet Repair Video - Nov 2023 | 53 | 10,152 | 3,254 | 0 |
| MSWD FOG Video Nov 2023 | 43 | 8,859 | 2,916 | 0 |
| MSWD Black Friday Nov 2023 | 40 | 40,118 | 28,948 | 0 |
| | 136 | 59,129 | 30,217 | 0 |

Item 18.

Instagram

missionspringswaterdistrict
Sponsored




Learn more >

missionspringswaterdistrict You may not know it, but every time you pour fat, oil, or grease (FOG) down your sink (e.g., bacon grease), you are contributing to a costly problem in the sewer collection system.

Remember to place a wastebasket in each bathroom for solid wastes like disposable diapers, creams and lotions, and personal hygiene products including non-biodegradable and "so-called" flushable wipes.

MSWD Mission Springs Water District
Sponsored

In addition to costing considerably less than buying bottled water (4 gallons for 1 cent!), we deliver our award-winning tasty ...See more



mswd.org
MSWD - Proud to Serve Our Award-Winning Water

Learn more

Like Comment Share

Mission Springs Water District
Published by Casey Dolan October 6 at 5:51 PM

October is National Toilet Tank Repair Month.

A leaky toilet isn't just a nuisance, it can also waste up to 200 gallons of our much-needed water per day! The simplest way to find toilet leaks is by adding a drop of food coloring in the toilet tank. If you see color in your toilet bowl after 5 minutes, you know there is a leak. Some toilets also continue to run long after flushing.

Toilet problems are usually caused by a faulty fill valve or flapper. You can stop leaks by purchasing a toilet repair kit. Kits are found at most home improvement stores or purchased online. They are inexpensive and instructions are easy to follow.



MSWD.ORG
True Water Crimes - The case of the leaky toilet flapper

Learn more

Website Information

Note: New Google Analytics GA4 tracking enabled on 7/10, with information below from 7/10-7/31.

USERS

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

5,432

VIEWS

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

16,891

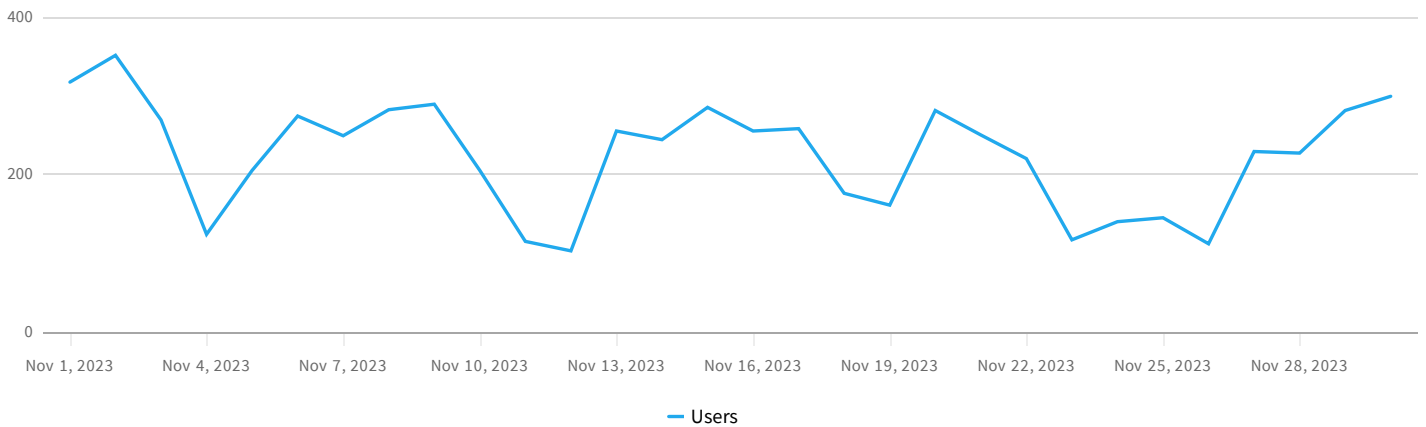
ENGAGED SESSIONS

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

5,316

USERS BY DAY

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - GA4

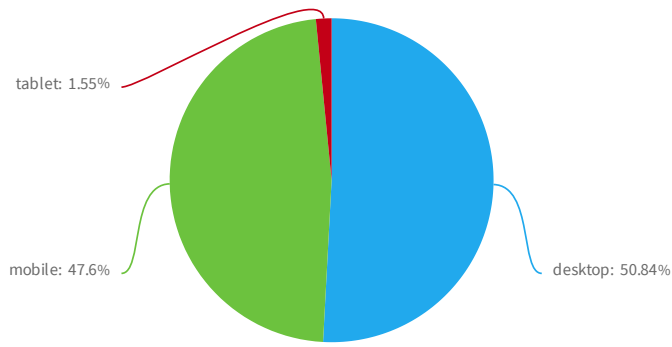


PAGE TITLE PERFORMANCE

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - GA4

| Page Title | Views | Views per user | Users | Engaged sessions | Sessions per User | Average engagement time |
|--|--------|----------------|-------|------------------|-------------------|-------------------------|
| Home Page Mission Springs, CA Water District | 4,952 | 1.58 | 3,136 | 3,775 | 1.37 | 18s |
| New Customer Portal Mission Springs, CA Water District | 3,906 | 1.58 | 2,461 | 3,093 | 1.44 | 13s |
| Job Opportunities Mission Springs, CA Water District | 904 | 2.71 | 331 | 427 | 1.6 | 24s |
| Bill Pay Options Mission Springs, CA Water District | 682 | 1.28 | 530 | 452 | 1.22 | 18s |
| Page not found Mission Springs, CA Water District | 657 | 1.61 | 405 | 433 | 1.45 | 25s |
| Careers Mission Springs, CA Water District | 443 | 1.92 | 231 | 326 | 1.59 | 23s |
| Video: True Water Crimes - The case of the leaky toilet flapper Mission Springs, CA Water District | 434 | 1.25 | 335 | 106 | 1.2 | 12s |
| Application for Water Service Mission Springs, CA Water District | 349 | 2.24 | 156 | 204 | 1.71 | 2m 54s |
| Start/Stop Water Service Mission Springs, CA Water District | 263 | 1.45 | 181 | 204 | 1.22 | 18s |
| Search Mission Springs, CA Water District | 250 | 2.05 | 122 | 129 | 1.08 | 48s |
| | 16,891 | 3.08 | 5,432 | 5,316 | 1.47 | 50s |

ENGAGED SESSIONS BY DEVICE CATEGORY
 WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - GA4

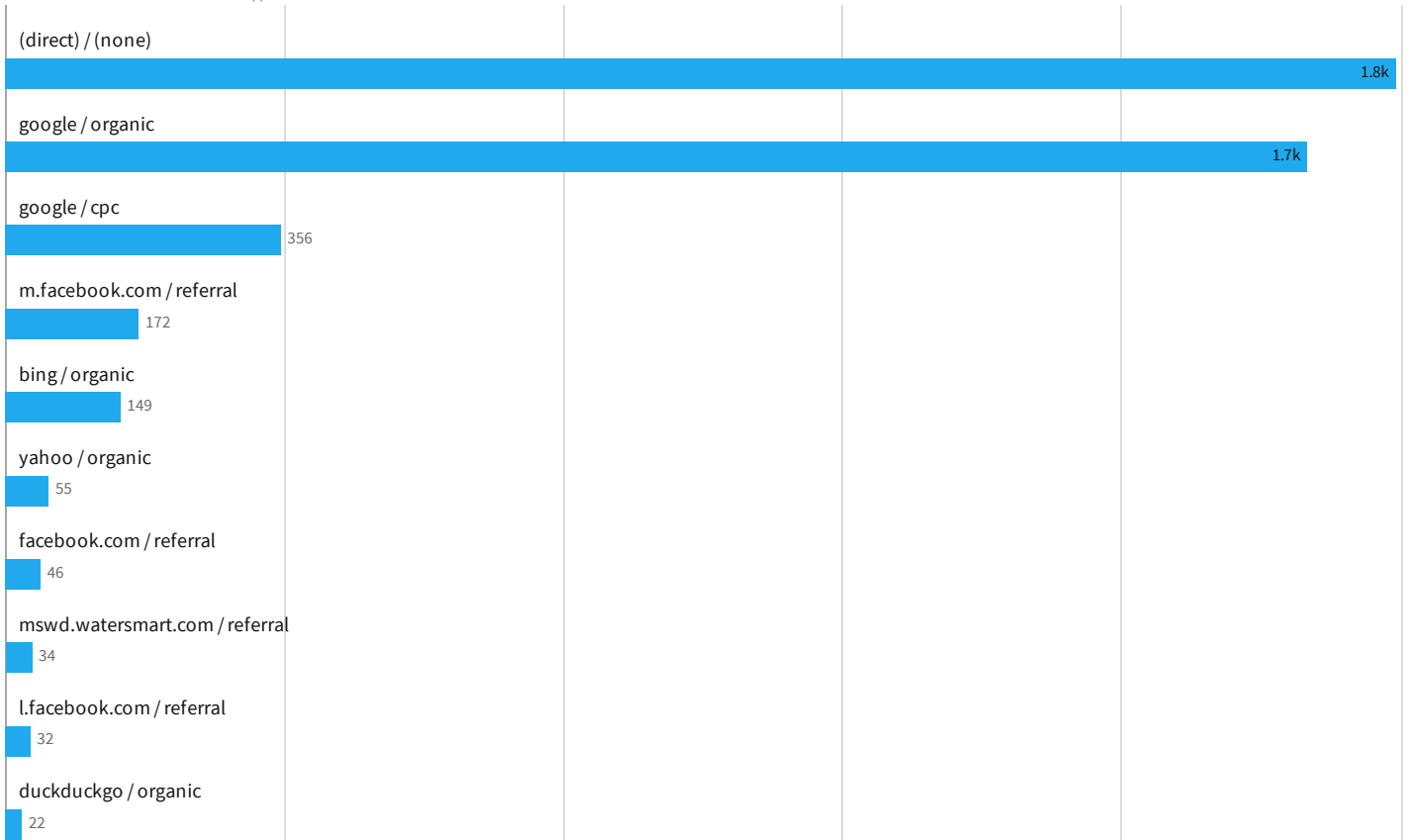


USERS BY CITY
 WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - GA4

| City | Users |
|--------------------|-------|
| Desert Hot Springs | 1,288 |
| Los Angeles | 1,110 |
| (not set) | 600 |
| Indio | 246 |
| San Diego | 174 |
| Palm Springs | 155 |
| La Quinta | 131 |
| Ashburn | 108 |
| Palm Desert | 75 |
| Cathedral City | 37 |
| | 5,432 |

NEW USERS BY FIRST USER SOURCE / MEDIUM

WWW.MSWD.ORG - HTTP://WWW.MSWD.ORG - GA4




■ New users


Facebook Account Overview (November 1 - 30, 2023)


| | | | | |
|--|--|--|---|--|
| Posts Published <h1 style="margin: 0;">17</h1> -2 -10.5% | Total Likes <h1 style="margin: 0;">1,226</h1> +1 0.1% | New Likes <h1 style="margin: 0;">1</h1> | Unlikes <h1 style="margin: 0;">0</h1> -1 -100.0% | Engaged People <h1 style="margin: 0;">280</h1> -238 -45.9% |
| Total Reach <h1 style="margin: 0;">39,801</h1> -939 -2.3% | Organic Reach <h1 style="margin: 0;">1,767</h1> -1,264 -41.7% | Paid Reach <h1 style="margin: 0;">38,469</h1> +623 1.6% | Impressions <h1 style="margin: 0;">46,489</h1> -7,831 -14.4% | Video Views <h1 style="margin: 0;">15,718</h1> +4,319 37.9% |

| 3 Most Engaging Posts | 3 Highest Reach Posts | 3 Most Shared Posts |
|--|---|---|
| <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - Strategic Planning "🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving in...</p> <p style="text-align: right;">14.53%</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - Field Crews 💧🔧 On this Worker Wednesday, we're highlighting the dedica...</p> <p style="text-align: right;">288</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Post 27870307 💧❤️ Avoid monster clogs in your pipes by tossing fats, oils...</p> <p style="text-align: right;">1</p> </div> </div> |
| <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>MSWD in the News 🌵🎥 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟</p> <p>Embark o...</p> <p style="text-align: right;">12.5%</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Day of the Dead 🌻🌟 Honoring our Ancestors on Día de los Muertos 🌻🌟</p> <p>Today...</p> <p style="text-align: right;">252</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - Field Crews 💧🔧 On this Worker Wednesday, we're highlighting the dedica...</p> <p style="text-align: right;">1</p> </div> </div> |
| <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - tight space 🚧 Making a Difference! 💧 Our dedicated MSWD Construction ...</p> <p style="text-align: right;">11.46%</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - Strategic Planning "🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving in...</p> <p style="text-align: right;">179</p> </div> </div> | <div style="display: flex; justify-content: space-between; align-items: flex-start; padding: 5px;"> <div style="flex-grow: 1;"> <p>Worker Wed - tight space 🚧 Making a Difference! 💧 Our dedicated MSWD Construction ...</p> <p style="text-align: right;">0</p> </div> </div> |

3 Least Engaging Posts


- 


Swamp Cooler Weatherization
 🍂❄️ Winter-Ready Tips for Evaporative Coolers! 💧🔧
 Did yo... 2.27%
- 


Black Friday
 🍀🌟 This Black Friday, we're serving up an unbeatable deal... 3.25%
- 

Winter Water Conservation
 ❄️💧 Winter Water Conservation Tips! 🌱💙
 As the temperature... 3.79%

3 Lowest Reach Posts

- 


Fog Prevetion
 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Preve... 45
- 


MSWD in the News
 🌱🎥 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟
 Embark o... 48
- 


Join us for Water 101
 💧 Dive into the world of H2O with Water 101! 💧 Join us fo... 54

3 Least Shared Posts

Item 18.

- 

Swamp Cooler Weatherization
 🍂❄️ Winter-Ready Tips for Evaporative Coolers! 💧🔧
 Did yo... 0
- 

This pipeline project is MSWD's new Regional Conveyance L... 0
- 

Black Friday
 🍀🌟 This Black Friday, we're serving up an unbeatable deal... 0

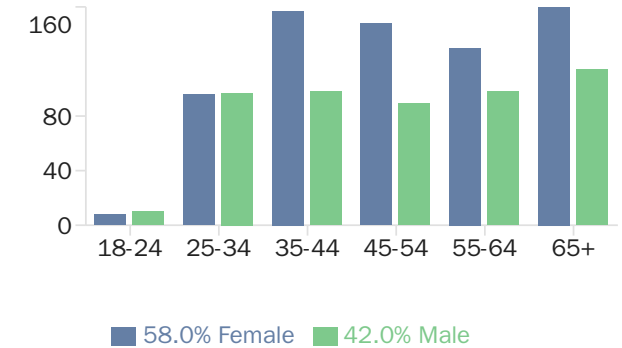
Likes By Country

1. United States of America (1,192 likes)
2. Mexico (13 likes)
3. France (4 likes)
4. Canada (3 likes)
5. Sierra Leone (1 like)

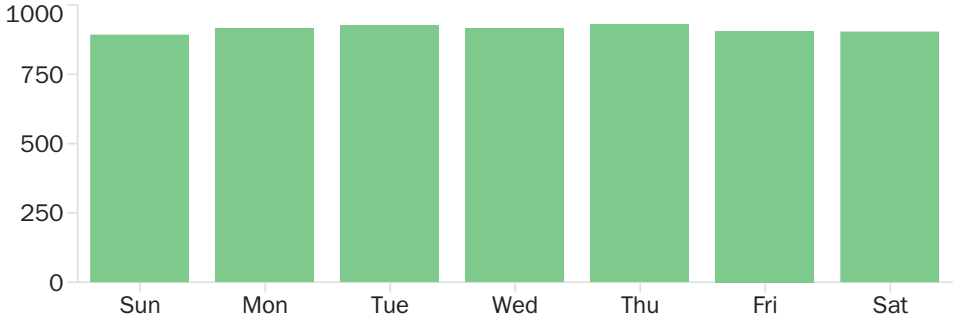
Likes By City

1. Desert Hot Springs, CA (561 likes)
2. Indio, CA (64 likes)
3. Palm Springs, CA (57 likes)
4. La Quinta, CA (50 likes)
5. Cathedral City, CA (46 likes)

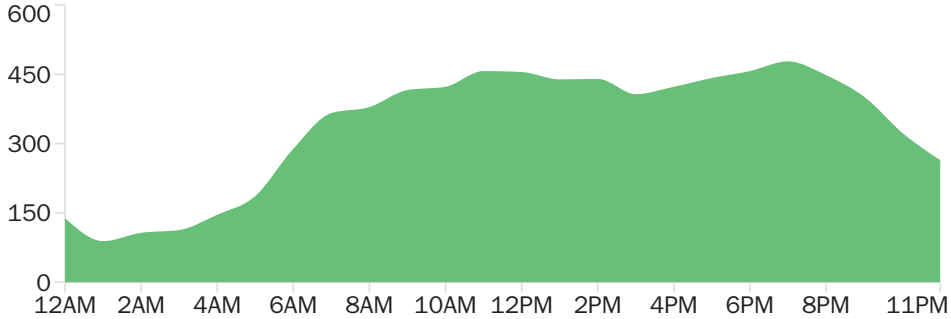
Likes by age & gender



Days your fans are online







Hours fans are online











Item 18.















Facebook Post Metrics (November 1 - 30, 2023)





Item 18.





| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Video Views |
|----------------------------------|---|---|----------------------|-------|---------------|-----------------|-----------|----------|--------|--------|-------------|
| November 30, 2023 4:01 PM PST |  Image |  <p>Swamp Cooler Weatherization 🍂❄️ Winter-Ready Tips for Evaporative Coolers! 💧🔧 Did you know that properly maintained evaporative coolers can be water-efficient during winter? 🏠 Here's how to prepare for the colder months htt...</p> | Conservation/Reba... | 132 | 3 | 2.27% | 3 | 0 | 0 | 0 | 0 |
| November 29, 2023 3:59 PM PST |  Image |  <p>Worker Wed - Field Crews 💧🔧 On this Worker Wednesday, we're highlighting the dedicated efforts of our team as they work tirelessly to ensure the reliability of your water service! 💪🔧 #WorkerWednesday #ReliableWaterService #...</p> | Worker Wed | 288 | 22 | 7.64% | 13 | 0 | 1 | 8 | 0 |













| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|---|--------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 29, 2023 8:52 AM PST |  Image |  <p>This pipeline project is MSWD's new Regional Conveyance Line, which is one of three concurrent projects that will provide wastewater flows to the District's new Regional Water Reclamation facility.</p> | | 88 | 7 | 7.95% | 5 | 0 | 0 | 3 | 0 |
| November 24, 2023 3:56 PM PST |  Image |  <p>Black Friday 🎉 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent! 📦💙 Don't miss out, quench your thirst without breaking the bank! Tag your friends...</p> | Event | 123 | 4 | 3.25% | 3 | 0 | 0 | 1 | 0 |










| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|---|------------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 22, 2023 3:40 PM PST |  Image |  <p>Worker Wed - Strategic Planning 🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on our thinking caps and crafting the roadmap to success. 🌍 Hard work today, success t...</p> | Worker Wed | 179 | 26 | 14.53% | 10 | 0 | 0 | 20 | 0 |
| November 20, 2023 3:49 PM PST |  Link |  <p>Fog Prevetion 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Prevention 🧼💡 Cooking up a storm in the kitchen? 🍳 Before you get started, check out our latest video guide on how to keep Fats, Oil, and Grease...</p> | FOG/Wipes | 45 | 5 | 11.11% | 6 | 0 | 0 | 1 | 0 |



| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Click | Item 18. |
|----------------------------------|---|--|----------------------|-------|---------------|-----------------|-----------|----------|--------|-------|----------|
| November 17, 2023 3:48 PM PST |  Image |  <p>Winter Water Conservation   Winter Water Conservation Tips!   As the temperature drops, so does your water usage!  Here's how you can save even more water this winter:  Mindful Plant Care: Adjust your irrigation sched...</p> | Conservation/Reba... | 132 | 5 | 3.79% | 4 | 0 | 0 | 1 | 0 |
| November 15, 2023 3:45 PM PST |  Image |  <p>Worker Wed - Fog Inspection   Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition!   This Worker Wednesday, join us behind the scenes as our dedicated team conducts a thorough inspection of pipes to en...</p> | FOG/Wipes | 128 | 8 | 6.25% | 7 | 0 | 0 | 1 | 0 |

| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|--|--------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 14, 2023 3:42 PM PST |  Image |  <p>Post 27870307 💧❤️ Avoid monster clogs in your pipes by tossing fats, oils and grease (FOG) in the trash instead of pouring them down the drain. Just ask Edward S. from DHS High School, whose artwork is highlighte...</p> | | 158 | 9 | 5.7% | 8 | 0 | 1 | 2 | 0 |
| November 11, 2023 3:39 PM PST |  Video |  <p>Veterans Day Nov 11 🎉🇺🇸 Happy Veterans Day! 🧡 Today, we honor and express our deepest gratitude to all veterans and their families. Your courage, dedication, and hard work inspire us every day. 🌟 As a tribute, we're sha...</p> | Event | 64 | 7 | 10.94% | 6 | 0 | 0 | 3 | 22 |

| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|--|--------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 10, 2023 3:37 PM PST |  Image |  <p>Veterans Day In honor of Veterans' Day, our offices will be closed on Friday, Nov. 10, 2023. 📅 We extend our deepest gratitude to all who have served and continue to serve our nation. 🚒 Emergency Assistance A...</p> | Event | 104 | 8 | 7.69% | 8 | 0 | 0 | 2 | 0 |
| November 09, 2023 3:23 PM PST |  Video |  <p>Join us for Water 101 💧 Dive into the world of H2O with Water 101! 💧 Join us for an enlightening session on Budgeting, Finance, and Customer Service. 📊 ✨ Let the water knowledge flow and empower yourself with essential i...</p> | Event | 54 | 3 | 5.56% | 3 | 0 | 0 | 0 | 13 |






| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|---|---------------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 08, 2023 1:01 PM PST |  Image |  <p>Water 101 - Sewer Cleaning  Sewer Cleaning & CCTV Inspection Spotlight!   Today's Worker Wed post features a behind-the-scenes journey as our MSWD staff dives into the critical tasks of sewer cleaning and CCTV inspecti...</p> | FOG/Wipes | 149 | 12 | 8.05% | 7 | 0 | 0 | 6 | 0 |
| November 07, 2023 4:11 PM PST |  Link |  <p>MSWD in the News   IKYMI: Explore Desert Hot Springs on NBC!   Embark on a delightful journey through our city with the launch of the DHS's new video series, "Discover Desert Hot Springs"!  Hosted by the incred...</p> | News Releases | 48 | 6 | 12.5% | 4 | 0 | 0 | 2 | 0 |

| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|-----------------------------------|---|--|------------------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 06, 2023 11:59 AM PST |  Image |  <p>Oct Water Matters  #ICYMI - October Customer Newsletter  Dive into our latest Water Matters newsletter for some essential updates to keep your pipes protected and the holiday vibes flowing!  Pipe Protection...</p> | Customer Service | 117 | 5 | 4.27% | 7 | 0 | 0 | 0 | 0 |
| November 02, 2023 4:39 PM PDT |  Image |  <p>Day of the Dead  Honoring our Ancestors on Día de los Muertos  Today, MSWD embraces the rich tradition of Día de los Muertos, a celebration of love, remembrance, and the enduring connection to those who have ...</p> | Event | 252 | 15 | 5.95% | 11 | 0 | 0 | 7 | 0 |


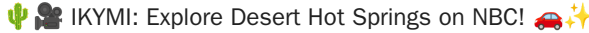



| Date | Format | Post | Labels | Reach | Engaged Users | Engagement Rate | Reactions | Comments | Shares | Clicks | Item 18. |
|----------------------------------|---|---|------------|-------|---------------|-----------------|-----------|----------|--------|--------|----------|
| November 01, 2023 5:00 PM PDT |  Image |  <p>Worker Wed - tight space 🚧 Making a Difference! 💧 Our dedicated MSWD Construction and Maintenance team is hard at work, tackling the challenge of repairing water infrastructure affected by tenacious Tamarisk Roots. 🌱💪 In ...</p> | Worker Wed | 96 | 11 | 11.46% | 9 | 0 | 0 | 4 | 0 |
| Total | | | | 2,157 | 156 | | 114 | 0 | 2 | 61 | 35 |
| Average | | | | 126.9 | 9.2 | 7.23% | 6.7 | 0.0 | 0.1 | 3.6 | 2.1 |

| Tweets Published | Total Likes | Total Retweets | Total Followers | Following |
|------------------|-------------|----------------|-----------------|-----------|
| 4 | 0 | 0 | 101 | 99 |
| -7 -63.6% | | | +1 1.0% | |

3 Most Retweeted Posts

- 
MSWD in the News

IKYMI: Explore Desert Hot Springs on NBC! 🚗 ✨
 Embark on a delightful journey through our city with the launch of... h...
 0
- 
Fog Prevetion
 Cooking up a storm in the kitchen? Before you get started, check out our latest video guide on how to keep Fats, O... ...
 0
- 
Worker Wed - Strategic Planning

Worker Wednesday: 🚀: Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on... h...
 0

3 Most Liked Posts

- 
MSWD in the News

IKYMI: Explore Desert Hot Springs on NBC! 🚗 ✨
 Embark on a delightful journey through our city with the launch of... h...
 0
- 
Fog Prevetion
 Cooking up a storm in the kitchen? Before you get started, check out our latest video guide on how to keep Fats, O... ...
 0
- 
Worker Wed - Strategic Planning

Worker Wednesday: 🚀: Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on... h...
 0

3 Least Retweeted Posts



Black Friday

💰🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent!... ..

0



Worker Wed - Strategic Planning

"🔧 Worker Wednesday: 🚀: Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on... h...

0



Fog Prevetion

Cooking up a storm in the kitchen? Before you get started, check out our latest video guide on how to keep Fats, O... ..

0

3 Least Liked Posts

Item 18.



Black Friday

💰🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent!... ..

0



Worker Wed - Strategic Planning

"🔧 Worker Wednesday: 🚀: Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on... h...

0








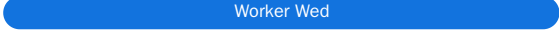



Fog Prevetion








Cooking up a storm in the kitchen? Before you get started, check out our latest video guide on how to keep Fats, O... ..

0

Twitter Post Metrics (November 1 - 30, 2023)

Item 18.

| Date | Format | Post | Labels | Retweets | Likes |
|----------------------------------|--|---|---|----------|-------|
| November 24, 2023 3:56 PM PST |  Link |  <p>Black Friday 🎉🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent!... https://t.co/5I1dbkFmwE</p> |  | 0 | 0 |
| November 22, 2023 3:40 PM PST |  Link |  <p>Worker Wed - Strategic Planning 🛠️ Worker Wednesday: 🚀 Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on... https://t.co/gXfy0qXLOA</p> |  | 0 | 0 |
| November 20, 2023 3:49 PM PST |  Link |  <p>Fog Prevetion Cooking up a storm in the kitchen? Before you get started, check out our latest video guide on how to keep Fats, O... https://t.co/ibleujZDro</p> |  | 0 | 0 |

| Date | Format | Post | Labels | Retweets | Item 18. |
|----------------------------------|--|--|---|----------|----------|
| November 07, 2023 4:11 PM PST |  Link |  <p>MSWD in the News   IKYMI: Explore Desert Hot Springs on NBC!   Embark on a delightful journey through our city with the launch of... https://t.co/NX6Ye2hvmq</p> |  | 0 | 0 |
| Total | | | | 0 | 0 |
| Average | | | | 0.0 | 0.0 |

Instagram Account Overview (November 1 - 30, 2023)

Item 18.

| Posts Published | Total Followers | New Followers | Impressions | Reach | Profile Views |
|-----------------|-----------------|---------------|------------------|------------------|---------------|
| 15 | 307 | 4 | 1,261 | 634 | 47 |
| -1 -6.3% | +2 0.7% | -2 -33.3% | -12,615 -90.9% | -10,405 -94.3% | -12 -20.3% |

3 Most Liked Posts

- 

Worker Wed - Field Crews
 💧🔧 On this Worker Wednesday, we're highlighting the dedicated efforts of our team as they work tirelessly to ensure th...

17
- 


Worker Wed - tight space
 🚧 Making a Difference! 💧 Our dedicated MSWD Construction and Maintenance team is hard at work, tackling the challenge...

12
- 


Water 101 - Sewer Cleaning
 🚰👷 Sewer Cleaning & CCTV Inspection Spotlight! 🎥🔧
 Today's Worker Wed post features a behind-the-scenes journey as ...

7


3 Most Commented Posts

- 

Worker Wed - Field Crews
 💧🔧 On this Worker Wednesday, we're highlighting the dedicated efforts of our team as they work tirelessly to ensure th...

1
- 

Worker Wed - tight space
 🚧 Making a Difference! 💧 Our dedicated MSWD Construction and Maintenance team is hard at work, tackling the challenge...

0
- 

Day of the Dead
 🌻🌟 Honoring our Ancestors on Día de los Muertos 🌟🌻
 Today, MSWD embraces the rich tradition of Día de los Muertos, a ...

0

3 Least Liked Posts



Day of the Dead

🌻🌟 Honoring our Ancestors on Día de los Muertos 🌟🌻

Today, MSWD embraces the rich tradition of Día de los Muertos,

2

a ...



Fog Prevetion

🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease

Prevention 🧼💡

Cooking up a storm in the kitchen? 🌀 Before you ge...

4



Winter Water Conservation

❄️💧 Winter Water Conservation Tips! 💙🌿

As the temperature drops, so does your water usage! 💧 Here's

how you can save...

4

3 Least Commented Posts

Item 18.



Swamp Cooler Weatherization

🍂❄️ Winter-Ready Tips for Evaporative Coolers! 💧🔧

Did you know that properly maintained evaporative coolers can be

0

W...



Black Friday

🎉🌟 This Black Friday, we're serving up an unbeatable deal for

you! Get 4 gallons of pure tap water for just 1 cent! 🇺🇸...

0



Worker Wed - Strategic Planning

"🔧 Worker Wednesday: 🚀: Behind the scenes, we're diving into

the nitty-gritty of strategic planning! 💡 Putting on ou...

0

Instagram Story Metrics (November 1 - 30, 2023)





Item 18.




| Date | Story | Labels | Exits | Impressions | Reach | Replies | Taps Forward | Taps Back |
|------|-------|--------|-------|-------------|-------|---------|--------------|-----------|
|------|-------|--------|-------|-------------|-------|---------|--------------|-----------|




No stories found within the selected date range.




Instagram Post Metrics (November 1 - 30, 2023)




Item 18.






| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Video Views |
|----------------------------------|--|--|---|-------|----------|-------------|-------|-------------|-----------------|-------|-------------|
| November 30, 2023 4:02 PM PST |  Image |  <p>Swamp Cooler Weatherization 🍂❄️ Winter-Ready Tips for Evaporative Coolers! 💧🔧 Did you know that properly maintained evaporative coolers can be water-efficient during winter? 🏠 Here's how to prepare for the colder months htt...</p> | <div style="background-color: #28a745; color: white; border-radius: 10px; padding: 2px;">Conservation/Reba...</div> | 5 | 0 | 30 | 27 | 5 | 18.52% | 0 | |
| November 29, 2023 3:59 PM PST |  Image |  <p>Worker Wed - Field Crews 💧🔧 On this Worker Wednesday, we're highlighting the dedicated efforts of our team as they work tirelessly to ensure the reliability of your water service! 💪🚰 #WorkerWednesday #ReliableWaterService #...</p> | <div style="background-color: #17a2b8; color: white; border-radius: 10px; padding: 2px;">Worker Wed</div> | 17 | 1 | 83 | 74 | 18 | 24.32% | 0 | |

| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Item 18. |
|----------------------------------|--------|---|------------|-------|----------|-------------|-------|-------------|-----------------|-------|----------|
| November 24, 2023 3:56 PM PST | Image |  <p>Black Friday 🎉🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent! 🚰 ❤️ Don't miss out, quench your thirst without breaking the bank! Tag your friends...</p> | Event | 5 | 0 | 56 | 50 | 5 | 10.0% | 0 | |
| November 22, 2023 3:40 PM PST | Image |  <p>Worker Wed - Strategic Planning 🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on our thinking caps and crafting the roadmap to success. 🌍 Hard work today, success...</p> | Worker Wed | 5 | 0 | 43 | 39 | 5 | 12.82% | 0 | |
| November 20, 2023 3:49 PM PST | Image |  <p>Fog Prevetion 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Prevention 🚰💡 Cooking up a storm in the kitchen? 🌀 Before you get started, check out our latest video guide on how to keep Fats, Oil, and Grease...</p> | FOG/Wipes | 4 | 0 | 86 | 83 | 4 | 4.82% | 0 | |

| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Item 18. |
|----------------------------------|--------|---|----------------------|-------|----------|-------------|-------|-------------|-----------------|-------|----------|
| November 17, 2023 3:48 PM PST | Image |  <p>Winter Water Conservation ❄️💧 Winter Water Conservation Tips! 💚🌿 As the temperature drops, so does your water usage! 💧🔧 Here's how you can save even more water this winter: 🌱 Mindful Plant Care: Adjust your irrigation sched...</p> | Conservation/Reba... | 4 | 0 | 41 | 36 | 4 | 11.11% | 0 | |
| November 15, 2023 3:45 PM PST | Image |  <p>Worker Wed - Fog Inspection 🔍👷 Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition! 💧🔧 This Worker Wednesday, join us behind the scenes as our dedicated team conducts a thorough inspection of pipes to en...</p> | FOG/Wipes | 5 | 0 | 39 | 35 | 5 | 14.29% | 0 | |
| November 14, 2023 3:42 PM PST | Image |  <p>Post 27870307 💧💚 Avoid monster clogs in your pipes by tossing fats, oils and grease (FOG) in the trash instead of pouring them down the drain. Just ask Edward S. from DHS High School, whose artwork is highlighte...</p> | | 6 | 0 | 62 | 54 | 6 | 11.11% | 0 | |

| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Item 18. |
|----------------------------------|--------|--|-----------|-------|----------|-------------|-------|-------------|-----------------|-------|----------|
| November 11, 2023 3:39 PM PST | Video |  <p>Veterans Day Nov 11 🎉 Happy Veterans Day! 🧡 Today, we honor and express our deepest gratitude to all veterans and their families. Your courage, dedication, and hard work inspire us every day. 👏 As a tribute, we're sha...</p> | Event | 5 | 0 | | 90 | 5 | 5.56% | 0 | |
| November 10, 2023 3:37 PM PST | Image |  <p>Veterans Day In honor of Veterans' Day, our offices will be closed on Friday, Nov. 10, 2023. 📅 We extend our deepest gratitude to all who have served and continue to serve our nation. 🚒 Emergency Assistance A...</p> | Event | 4 | 0 | 31 | 23 | 4 | 17.39% | 0 | |
| November 08, 2023 1:07 PM PST | Image |  <p>Water 101 - Sewer Cleaning 🚰👤 Sewer Cleaning & CCTV Inspection Spotlight! 🔧 Today's Worker Wed post features a behind-the-scenes journey as our MSWD staff dives into the critical tasks of sewer cleaning and CCTV inspecti...</p> | FOG/Wipes | 7 | 0 | 40 | 35 | 7 | 20.0% | 0 | |

| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Item 18. |
|-----------------------------------|--------|---|------------------|-------|----------|-------------|-------|-------------|-----------------|-------|----------|
| November 07, 2023 4:11 PM PST | Image |  <p>MSWD in the News 🌵👥 IKYMI: Explore Desert Hot Springs on NBC! 🚗✨ Embark on a delightful journey through our city with the launch of the DHS's new video series, "Discover Desert Hot Springs"! 🌴 Hosted by the incred...</p> | News Releases | 4 | 0 | 37 | 31 | 4 | 12.9% | 0 | |
| November 06, 2023 12:04 PM PST | Image |  <p>Oct Water Matters 🌊 #ICYMI - October Customer Newsletter 🍂 Dive into our latest Water Matters newsletter for some essential updates to keep your pipes protected and the holiday vibes flowing! 🚰🍂 🔧 Pipe Protection ...</p> | Customer Service | 6 | 0 | 30 | 26 | 6 | 23.08% | 0 | |
| November 02, 2023 4:39 PM PDT | Image |  <p>Day of the Dead 🌻✨ Honoring our Ancestors on Día de los Muertos 🌻✨ Today, MSWD embraces the rich tradition of Día de los Muertos, a celebration of love, remembrance, and the enduring connection to those who have ...</p> | Event | 2 | 0 | 28 | 22 | 2 | 9.09% | 0 | |




| Date | Format | Post | Labels | Likes | Comments | Impressions | Reach | Engagements | Engagement Rate | Saves | Item 18. |
|----------------------------------|--|--|--|-------|----------|-------------|-------|-------------|-----------------|-------|----------|
| November 01, 2023 5:01 PM PDT |  Image |  <p>Worker Wed - tight space  Making a Difference!  Our dedicated MSWD Construction and Maintenance team is hard at work, tackling the challenge of repairing water infrastructure affected by tenacious Tamarisk Roots. 🌿💪 In ...</p> |  | 12 | 0 | 69 | 61 | 12 | 19.67% | 0 | |
| Total | | | | 91 | 1 | 675 | 686 | 92 | | 0 | |
| Average | | | | 6.1 | 0.1 | 48.2 | 45.7 | 6.1 | 13.41% | 0.0 | |

LinkedIn Account Overview (November 1 - 30, 2023)




Item 18.

| | | | |
|---|---|---|---|
| <p>Posts Published</p> <p>5</p> <p>-5 -50.0%</p> | <p>Likes</p> <p>42</p> <p>-27 -39.1%</p> | <p>Views</p> <p>36</p> <p>-27 -42.9%</p> | <p>Followers</p> <p>258</p> <p>-2 -0.8%</p> |
| <p>Comments</p> <p>0</p> <p>-1 -100.0%</p> | <p>Impressions</p> <p>1,134</p> <p>-467 -29.2%</p> | <p>Clicks</p> <p>43</p> <p>+6 16.2%</p> | <p>Engagement Rate</p> <p>7.76%</p> <p>0.0 -4.5%</p> |




3 Most Engaging Posts

| | |
|---|--------|
|  <p>Worker Wed - Strategic Planning "🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on our ...</p> | 15.76% |
|  <p>MSWD in the News 🌵👤 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟 Embark on a delightful journey through our city with the launch of t...</p> | 10.69% |
|  <p>Worker Wed - Fog Inspection 🔍👤 Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition! 💧🔧 This Worker Wednesday, join us behin...</p> | 10.35% |

3 Most Shared Posts




| | |
|---|---|
|  <p>Worker Wed - Strategic Planning "🔧 Worker Wednesday: 🚀 Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on our ...</p> | 1 |
|  <p>Black Friday 🌟🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent! ...</p> | 1 |
|  <p>MSWD in the News 🌵👤 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟 Embark on a delightful journey through our city with the launch of t...</p> | 0 |

3 Least Engaging Posts

| | | |
|--|---|--------|
|  | Fog Prevetion 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Prevention 🧼💡 Cooking up a storm in the kitchen? 🌀 Before you ge... | 1.96% |
|  | Black Friday 🎁🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent! ... | 9.79% |
|  | Worker Wed - Fog Inspection 🔍👷 Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition! 💧🔧 This Worker Wednesday, join us behin... | 10.35% |







3 Least Shared Posts





Item 18.

| | | |
|---|---|---|
|  | Fog Prevetion 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Prevention 🧼💡 Cooking up a storm in the kitchen? 🌀 Before you ge... | 0 |
|  | Worker Wed - Fog Inspection 🔍👷 Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition! 💧🔧 This Worker Wednesday, join us behin... | 0 |
|  | MSWD in the News 🌱👤 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟 Embark on a delightful journey through our city with the launch of t... | 0 |

LinkedIn Post Metrics (November 1 - 30, 2023)

Item 18.

| Date | Format | Post | Labels | Shares | Clicks | Engagement Rate | Reactions | Impressions | Comments |
|----------------------------------|--|---|------------|--------|--------|-----------------|-----------|-------------|----------|
| November 24, 2023 3:56 PM PST |  Image |  <p>Black Friday 🎉🌟 This Black Friday, we're serving up an unbeatable deal for you! Get 4 gallons of pure tap water for just 1 cent! 📦 ❤️ Don't miss out, quench your thirst without breaking the bank! Tag your friend...</p> | Event | 1 | 6 | 9.79% | 12 | 194 | 0 |
| November 22, 2023 3:40 PM PST |  Image |  <p>Worker Wed - Strategic Planning 🛠️ "Worker Wednesday: Behind the scenes, we're diving into the nitty-gritty of strategic planning! 💡 Putting on our thinking caps and crafting the roadmap to success. 🗺️ Hard work today, success t...</p> | Worker Wed | 1 | 18 | 15.76% | 10 | 184 | 0 |
| November 20, 2023 3:49 PM PST |  Link |  <p>Fog Prevetion 🔍🚫 Avoid the Mess! Watch Now: Fats, Oil, and Grease Prevention 🧼💡 Cooking up a storm in the kitchen? 🌀 Before you get started, check out our latest video guide on how to keep Fats, Oil, and Grease...</p> | FOG/Wipes | 0 | 0 | 1.96% | 1 | 51 | 0 |

| Date | Format | Post | Labels | Shares | Clicks | Engagement Rate | Reactions | Impressions | Item 18. |
|----------------------------------|---|--|---------------|--------|--------|-----------------|-----------|-------------|----------|
| November 15, 2023 3:45 PM PST |  Image |  <p>Worker Wed - Fog Inspection 🔍👷 Worker Wednesday Spotlight: Fats, Oil, and Grease Inspection Edition! 🔧💧 This Worker Wednesday, join us behind the scenes as our dedicated team conducts a thorough inspection of pipes to en...</p> | FOG/Wipes | 0 | 5 | 10.35% | 4 | 87 | 0 |
| November 07, 2023 4:11 PM PST |  Link |  <p>MSWD in the News 🌵👷 IKYMI: Explore Desert Hot Springs on NBC! 🚗🌟 Embark on a delightful journey through our city with the launch of the DHS's new video series, "Discover Desert Hot Springs"! 🌴 Hosted by the incred...</p> | News Releases | 0 | 11 | 10.69% | 6 | 159 | 0 |
| Total | | | | 2 | 40 | | 33 | 675 | 0 |
| Average | | | | 0.4 | 8.0 | 9.71% | 6.6 | 135.0 | 0.0 |

Tamarisk Trouble: A Threat Below the Surface

Tamarisk Trees, also known as Saltcedar, may seem like an attractive addition to your landscape. However, these seemingly harmless plants can significantly threaten your property's underground infrastructure. Their aggressive root systems are notorious for infiltrating water and sewer lines, causing costly damage and disruptions.



Unchecked Tamarisk growth can lead to blockages, leaks, and even complete pipe failures. The consequences extend beyond the financial burden of repairs; they can disrupt your daily life and harm the environment.

Tamarisk Trees are particularly thirsty, absorbing excessive amounts of water and contributing to soil salinity, negatively impacting local ecosystems.

Choose Desert-Friendly Alternatives

Before you embark on your next landscaping project, we encourage you to explore aesthetically pleasing and environmentally responsible alternatives.

Mission Springs Water District offers a comprehensive guide to desert-friendly plants that thrive in our arid climate and promote environmental sustainability. Visit www.mswd.org/conservation to access valuable resources, including plant recommendations, water conservation tips, and insights on creating a resilient and eco-friendly landscape.

Winter Water Conservation

As winter approaches with its chilly embrace, it's time to adapt our water usage habits. Here are some Winter Water Conservation Tips to help you make every drop count:

Mindful Plant Care

Adjust your irrigation schedule to align with the changing needs of your plants. In cooler months, plants require less water, so be mindful not to overwater. This can weaken plants, impacting their resilience for the warmer seasons ahead. Let's nurture our gardens wisely!

Indoor Conservation

Small changes can make a significant impact on water conservation indoors. Check out our 101 Ways to Save at www.mswd.org/save and discover simple yet effective ways to save water, from optimizing your shower routine to fixing leaks promptly. Every drop you save indoors contributes to a more environmentally sustainable water future.

Winter Watering Schedule

Stay informed by checking out our Winter Watering Schedule at www.mswd.org/waterschedule. Following a seasonal watering plan ensures that you provide your outdoor spaces with just the right amount of water, promoting healthy landscapes without unnecessary waste.

For rebate information and more water-friendly ideas, visit www.mswd.org/conservation.

