



BOARD OF DIRECTORS SPECIAL MEETING (WORKSHOP) MINUTES

Tuesday, February 13, 2024 at 9:00 AM

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

CALL TO ORDER

President Sewell called the meeting to order at 9:03 AM

ROLL CALL

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

STAFF MEMBERS PRESENT: Brian Macy, Danny Friend, Eric Weck, Marion Champion, Oriana Hoffert, April Scott, Dori Petee, Lee Boyer, Amanda Lucas, Kurt Kettenacker, Arthur Cabera, Will Whitten, Jeff Nutter

PUBLIC INPUT

No public input

ITEMS FOR DISCUSSION

STRATEGIC PLAN DRAFT

Marion Champion presented the Draft Strategic Plan and encouraged the Board to bring back any relevant changes or updates. This will go to the Board in March for additional discussion and possible action.

There was a brief discussion about updating the current logo to distinguish us as a Special District or County Water District. The final consensus was to leave it as is.

WATER MASTER PLAN

Eric Weck, Engineering Manager, presented the Water Master Plan 2024 update to the Board. The last Water Master Plan was completed in 2007 and updated in 2008, 2009, and 2011. A Master Plan is a road map consisting of a series of programs to be satisfied with a planning horizon of typically 0- 20 years. It identifies what to do, when to do it, and how to pay for it. He noted the tasks that are essential to its success.

There was a lengthy discussion about the condition of the existing system. Mr. Weck covered Capital Improvement Projects included in the master plan. He concluded with the next steps in the plan: evaluate the Capital Improvement Program from a financial perspective and schedule the project within the program.

SEWER MASTER PLAN

Eric Weck, Engineering Manager, presented the Sewer Master Plan 2024 update to the Board. He laid out the foundation of existing master plan documents. The last Sewer Master Plan was completed in 2007 and updated in 2011. There was a discussion about population growth and how it affects the master plan. Mr. Weck reviewed the condition of the existing system and the Capital Improvement Projects that focus on wastewater collection.

The next steps are to evaluate the Capital Improvement Program from a financial perspective and, based on funding capacity, schedule the projects within the program.

BOARD OF DIRECTORS HANDBOOK UPDATE

Mr. Macy noted that the Board was provided with the current handbook, and he received three comments. The Board then explained their observations and proposed revisions. Most were minor and included moving sections, keeping the content the same. There was a lengthy conversation amongst the Board about the proposed revisions. President Sewell encouraged the rest of the Board to review the handbook as well and submit their comments to the General Manager. This item will come back as another workshop item.

MSWD CLAIMS PROCESS

General Manager Macy reviewed the current claims process and invited feedback.

CYBER SECURITY

General Manager Macy addressed this item. Kurt Kettenacker noted the steps we are taking internally.

GENERAL MANAGER'S COMMENTS

No comments at this time.

DIRECTORS' COMMENTS

Director Martin noted the time it takes to assemble the information for these meetings.

Director Mayrhofen made suggestions for upcoming educational classes.

Director Duff thanked Ms. Champion for her swift effort in disseminating information internally and to the public.

President Sewell mentioned he, Director Martin, and Ms. Champion attended the CSDA Leadership Academy and noted the benefits of this course.

ADJOURN

With no further business, President Sewell adjourned the meeting at 11:51 AM.

Respectfully submitted,

Dori Petee
Executive Assistant