



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, March 17, 2022, at 3:00 PM  
Via Teleconference – No Live Attendance

### CALL TO ORDER

President Martin opened the meeting at 3:00 PM

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** April Scott, Bassam Alzammar, Brian Hendry, Danny Friend, Eric Weck, Marion Champion, Arden Wallum, Brian Macy, Dori Petee

### RULES OF PROCEDURE

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

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

### PUBLIC INPUT

Maria Dubois addressed the Board regarding the septic to sewer conversion project. She is very anxious to get this project started in her area and stressed the importance of acquiring the grants needed to begin and complete this project, she has been waiting close to 20 years.

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

This item will be fully acknowledged on Monday.

### ACTION ITEMS

**RESOLUTION 2022-03 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MISSION SPRINGS WATER DISTRICT, PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-09-21 AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE MISSION SPRINGS WATER DISTRICT FOR THE PERIOD OF MARCH 23, 2022 THROUGH APRIL 22, 2022.**

It is recommended to approve Resolution 2022-03, continuing teleconference meetings for the period of March 23, 2022 through April 22, 2022.

Monthly, routine item to continue telephonic meetings. Vote will be taken on Monday.

**PUBLIC HEARING (MONDAY, MARCH 21, 2022) ORDINANCE NO. 2022-01 - MISSION SPRINGS WATER DISTRICT REDISTRICTING 2022**

It is recommended that the Board adopt preferred map Option 2 and corresponding Ordinance No. 2022-01

Public Hearing to approve/adopt a map for the purpose of redistricting. Public Hearing and vote will take place on Monday.

**ACCEPT AUDITED FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2021**

It is recommended to review and accept the audited financial statements as presented by Rogers, Anderson, Malody & Scott, LLP.

Arturo Ceja introduced the representatives from Rogers, Anderson, Malody & Scott, LLP who presented the audit report to the Board. Vote to accept the audited financial statements will be taken on Monday.

**RESOLUTION 2022-04 - ADOPTION OF THE LOCAL HAZARD MITIGATION PLAN**

It is recommended to adopt Resolution 2022-04, adopting the Mission Springs Water District Local Hazard Mitigation Plan.

In accordance with the Hazard Mitigation Plan from 2000. The adoption of this plan allows the District to apply for funding in the event of a disaster. 75% of the costs of the plan were covered by grants.

**AWARD OF CONTRACT FOR EMERGENCY REPAIR OF 150 LINEAR FEET OF EIGHT INCH SEWER LINE AND FIVE SERVICE CONNECTIONS ON ACOMA AVENUE TO TRYCO GENERAL ENGINEERING, INC.**

It is recommended to authorize the General Manager to approve a contract agreement to complete the emergency repair of 150 linear feet of eight inch sewer on Acoma Avenue in the amount of \$77,600.00 plus a 10% contingency for a total of \$85,360.00, to Tryco General Engineering, Inc., and do all things necessary to complete the project.

The subject sewer line was inspected by camera by staff, and they discovered a root intrusion on the north side of Acoma. Once engineering staff was notified, they immediately began to obtain quotes for repair. Work started on Monday, March 14<sup>th</sup> and is expected to be completed by Monday, March 25<sup>th</sup> at the latest. There were five service connections impacted, no residents were displaced as a result.

**DISCUSSION ITEMS**

**MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Steve Ledbetter of TKE presented an update to the Board. All plans have been approved and are in place. The construction notice to proceed has been issued for April 4, 2022. Biological survey's will be conducted over the next two weeks. In addition, the SRF Funding is still in review. The state board is evaluating giving the District more grant funds.

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

AGM Brian Macy provided a brief update. Since the Board Workshop, the architects are updating the plans to reflect the comments offered by the Board.

**CONSENT AGENDA**

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

**APPROVAL OF MINUTES**

It is recommended to approve the minutes as follows:

February 17, 2022 - Study Session

February 22, 2022 - Board Meeting

**REGISTER OF DEMANDS**

The register of demands totaling \$1,681,751.21

**CORRESPONDENCE**

**THANK YOU LETTER - BELLA VISTA ELEMENTARY**

**LETTER OF COMMENDATION - CARRIRI HOMES**

**REPORTS****DIRECTOR'S REPORTS****GENERAL MANAGER'S REPORT**

Assistant General Manager brought attention to the written report. He also reiterated the Districts lobby is open to the public, by appointment only. Additionally, staff is working to make contact with customers with past due balances and make arrangements for payments prior to disconnections resuming in April.

**COMMENTS****DISTRICT COUNSEL COMMENTS**

No closed session today

**DIRECTOR COMMENTS**

Vice President Wright asked about the area the public speaker is in and how close we are to starting this project.

President Martin noted a comment made by Councilwoman Jan Pye regarding an encounter she had with a constituent after a Council meeting.

**ADJOURN**

With no further business, President Martin adjourned the meeting at 3:57 PM

Respectfully,

---

Arden Wallum  
Secretary of the Board of Directors