



## BOARD OF DIRECTORS REGULAR MEETING STUDY SESSION MINUTES

Thursday, April 14, 2022, at 3:00 PM

Via Teleconference – No Live Attendance

### CALL TO ORDER

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

### ROLL CALL

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

**BOARD MEMBERS ABSENT:** Director Ivan Sewell (Excused)

**STAFF MEMBERS PRESENT:** Amanda Lucas, Arturo Ceja, Bryan Hendry, Jeanie Baver, Lisa Pelton, Marion Champion, Oriana Hoffert, 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

No public input

### EMPLOYEE RECOGNITION

### HUMAN RESOURCES REPORT

Report will be fully acknowledged on Monday

### ACTION ITEMS

**RESOLUTION 2022-05 - 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 APRIL 23, 2022 THROUGH MAY 23, 2022.**

It is recommended to approve Resolution 2022-05, continuing teleconference meetings for the period of April 23, 2022 through May 23, 2022.

Monthly routine item to reauthorize teleconference meetings for 30 days.

**PUBLIC HEARING (MONDAY, 4/18/2022) RESOLUTION 2022-06 - TO COLLECT SEWER FEES ON TAX ROLL**

It is recommended to adopt Resolution 2022-06, electing to collect sewer user fees on the tax roll under California Health and Safety Code Section 5470 et. seq.

Yearly routine item to add sewer fees to the tax roll. Arturo Ceja noted that the letters to customers (residential only) notifying them of prepayment opportunities are going out. Approximately 9,300 letters are being mailed.

**FIRST AMENDMENT TO THE COMPRESSED NATURAL GAS VEHICLE FUELING STATION LICENSING AND CNG SALES AGREEMENT WITH CLEAN ENERGY**

It is recommended to authorize the General Manager to execute a first amendment to the Compressed Natural Gas Vehicle Fueling Station Licensing and CNG Sales Agreement between Mission Springs Water District (MSWD or District) and Clean Energy (CE) for the CNG Fueling Station located at 14501 Park Lane, Desert Hot Springs.

This fueling station has been located at this location for two decades. This contract amendment is for the operations and use of the natural gas station on Park Lane. Contract expired in November of 2021; this amendment is a one-year amendment with the option to automatically renew each year for a total of five years. This amendment has been negotiated so that MSWD is collecting a monthly rent making this a revenue generator. Monthly rent to the District will be \$2,000 with a 3% annual escalator starting November 2023.

**AWARD OF CONTRACT FOR ENGINEERING SERVICES DURING CONSTRUCTION OF THE REGIONAL WATER RECLAMATION FACILITY PROJECT**

It is recommended to authorize the General Manager to award a contract for the engineering services during construction of the Regional Water Reclamation Facility Project to AECOM Technical Services, Inc., in the amount of \$463,048.00.

General Manager Wallum opened and Erik Weck, Engineering Manager, presented. Having engineering services available during the construction of the Regional Plant is important in that it will allow the engineer of record, AECOM, to be a part of the construction team and provide the following: processing submittals for equipment and related items, reviewing and responding to Requests for Information, preparing revised drawings and specifications, reviewing and responding to contract changes, and attending coordination meetings. Typically, for large and complex projects such as this one, staff contracts with the Engineer of Record. Due to the large and complex nature of the RWRF, the services required are much greater in scope and reach. In addition, there are aspects of the design and equipment operation that the Engineer of Record is required to evaluate to ensure the design intent is maintained through construction. The proposed contract will be structured on a time and materials basis to limit costs to only services provided.

**2021-22 NEW METER INSTALLATION CAPITAL BUDGET AUGMENTATION**

It is recommended to authorize the General Manager to increase the FY 2021-22 Capital Budget for new meters and new service installation costs in the amount of \$220,000 and augment the Capital Improvement Job No. 11709 to \$390,000.00

Mr. Wallum stated this is the result of very good news. There is growth and development, and we need to increase our inventory in order to accommodate.

**DISCUSSION ITEMS****MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE**

Presentation will take place on Monday.

**CRITICAL SERVICES CENTER AND ADMINISTRATIVE BUILDING UPDATE**

Assistant General Manager presented. New renderings are expected in the month of May for additional review.

**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:

March 3, 2022 - Special Meeting Workshop

March 9, 2022 - Closed Session

March 17, 2022 - Study Session

March 21, 2022 - Board Meeting

Vice President Wright noted the Closed Session occurred on March 9, 2022, and not on March 8, 2022, as printed on the agenda. The correction was made. President Martin instructed the Board to review the minutes over the weekend.

**REGISTER OF DEMANDS**

The register of demands totaling \$2,494,740.35

Director Grasha asked for explanation on the Rotary Big Heart Event.

**CORRESPONDENCE****THANK YOU LETTER FROM THE HEART TO HEART TEAM****THANK YOU CARD FROM MISSION LAKES COUNTRY CLUB****REPORTS****DIRECTOR'S REPORTS**

Vice President Wright reported she attended the following events: 3/30 CA Special Districts Assoc Meet the DA Event, 3/24 Water 101, 3/25 Air Museum Fundraising Event, 3/26, DHS Little League Opening Day, 3/31 DHS Rotary Big Heart Awards, 4/14 CVAG CVCC and E&E Meetings.

Director Duncan reported he attended the following events: 3/1 DWA Board Meeting, 3/8 CVWD Board Meeting, 3/15 DWA Board Meeting, 3/22 CVWD Board Meeting, 4/5 DWA

Director Grasha reported he attended the following event: PS Masonic Event

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

Assistant General Manager Macy reported on Chrome VI standards.

Arturo Ceja gave the financial report for the period ending February 28, 2022.

Marion Champion gave the Public Affairs Report.

### **COMMENTS**

#### **DISTRICT COUNSEL COMMENTS**

No closed session today

#### **DIRECTOR COMMENTS**

Director Grasha commented his support for the new building expired when the interest rates rose and claimed the District could no longer afford this project.

Vice President Wright asked a question about construction water. She also noted the District is in very good shape and the public is aware of the blatant lies told and who they are told by.

Director Duncan began with agreement on her statements about the state of the District and the blatant lies told. He also noted he has not one but two personal stalkers, he will elaborate on Monday.

#### **ADJOURN**

With no further business, President Martin adjourned the meeting at 4:22 PM

Respectfully,

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Arden Wallum  
Secretary of the Board of Directors