



## BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, May 17, 2021 at 3:00 PM  
Via Teleconference – No Live Attendance

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### CALL TO ORDER

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

### PLEDGE OF ALLEGIANCE

Pledge led by Director Duncan; invocation given by President Wright.

### ROLL CALL

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

**STAFF MEMBERS PRESENT:** Wallum, Macy, McCue, Friend, Petee, Lucas, Llort, Scott, Hoffert, Santos, Ceja, Alzammar, Murphy, Mathein.

**DISTRICT COUNSEL PRESENT:** John Pinkney

### RULES OF PROCEDURE

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

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

### PUBLIC INPUT

No general public input.

### COVID-19 UPDATE

Mr. Wallum briefly touched on the CDC's no mask guidance.

### EMPLOYEE RECOGNITION

The Board acknowledged the following employees:

**ANNIVERSARIES:** Nancy Mezquita - Customer Service Representative III for 29 Years; David Pena - Field Service Representative II for 16 Years; Robert Lopez - Purchasing and Warehouse Specialist for 15

Years; Ann Rogers - Customer Service Representative I for 5 Years; Jason Weekley - Field Operations Technician II for 1 Year.

**CERTIFICATIONS/EDUCATIONAL ACCOMPLISHMENTS:** Alex Nine received his Grade II Water Distribution certificate and Julio Martinez received his Grade II Water Distribution certificate.

### ACTION ITEMS

#### **PROFESSIONAL ENGINEERING SERVICES CONTRACT FOR TKE ENGINEERING, INC.**

The Board authorized the General Manager to execute an agreement with TKE Engineering, Inc., on an as-needed basis for a period of one year at a not-to-exceed amount of \$250,000.

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

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

#### **PROFESSIONAL ENGINEERING SERVICE CONTRACT FOR HEITEC CONSULTING**

The Board authorized the General Manager to execute an agreement with HEITEC Consulting, on an as-needed basis for a period of one year at a not-to-exceed amount of \$150,000.

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

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

#### **RESOLUTION 2021-06 RECOMMENDING APPROVAL OF SKYBORNE DEVELOPMENT - PARTIAL ASSIGNMENT AND ASSUMPTION AGREEMENT**

The Board of Directors adopted Resolution No. 2021-06, recommending approval of a Partial Assignment and Assumption of Public Water System Improvement and Water Service Connection Fee Credit/Reimbursement Agreement authorizing Skyborne Ventures, LLC to assign water connection fee credits to Lennar Homes of California, LLC as required by the Second Amendment to the Public Water System Improvement and Water Service Connection Fee Credit / Reimbursement Agreement for Tract No. 32030, and complete with all exhibits.

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

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

#### **FIRST AMENDMENT TO CONTRACT AGREEMENT WITH B-81 PAVING INC. FOR PAVEMENT REPAIRS FOR WATER AND SEWER PROJECTS**

The Board authorized the General Manager to amend the contract with B-81 Paving Inc., for the pavement repairs for water and sewer projects, to the amount of \$115,000.00, and authorized the General Manager to do all things necessary to complete the project.

Amends the original contract by \$15,000.

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

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

#### **AWARD OF CONTRACT FOR PROFESSIONAL SERVICES AND SOFTWARE AS A SERVICE PROVISIONS WITH WATERSMART SOFTWARE, INC. FOR THE INTEGRATION AND MAINTENANCE OF A CUSTOMER PORTAL SOFTWARE**

The Board authorized the General Manager to award a five (5) year contract to WaterSmart Software, Inc. for a Customer Portal software in the amount of \$180,570 and authorize the General Manager to

do all things necessary to complete the project. The contract will stipulate a 12-month contract with up to four (4) additional one-year terms to be renewed by the District at its discretion.

This item was originally pulled from the Study Session agenda as the item was not ready for presentation. Staff worked diligently to prepare this item for presentation today. Mr. Wallum noted this is a technology for the customer. It will give customers 24 hour access to their account, water usage, leaks, bill pay, etc. Matt McCue showed a demonstration video to the Board. There is a ninety day implementation period before going live with the customer. Cost included in the capitol budget, has already been approved.

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

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

### DISCUSSION ITEMS

#### MSWD REGIONAL WATER RECLAMATION FACILITY UPDATE

Steve Ledbetter noted that most expected documents were received over the weekend. Project is ready to go to bid.

#### REGIONAL URBAN WATER MANAGEMENT PLAN UPDATE

Nothing further to add.

#### ADMIN/CORP YARD BUILDING UPDATE

Nothing further to add.

#### STRATEGIC COMMUNICATIONS PLAN YEARLY UPDATE

Nothing further to add.

#### CONSENT AGENDA

The Board approved the consent agenda as presented.

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

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

#### APPROVAL OF MINUTES

It is recommended to approve the minutes as follows:

Study Session - April 15, 2021

Board Meeting - April 19, 2021

#### REGISTER OF DEMANDS

The register of demands totaling \$1,643,340.35.

### DIRECTOR'S REPORTS

#### UPCOMING EVENTS AND DIRECTOR REPORTS

Vice President Martin reported he attended the following events: 4/8 CVAG Conservation Commission Mtg, 4/14 Tribal Water Authority Mtg, 4/15 DVBA Public Officials Mtg/Luncheon, 4/17 Women's Club BBQ, 4/28 Tribal Water Authority Mtg, 4/1 DVBA Legislative Forum, 4/6 DHS City Council Mtg, 4/8

DVBA Board Mtg, 4/13 RivCo Board of Supervisors Mtg, 4/20 DHS City Council Mtg, 4/22 DVBA Open House, 4/27 RivCo Board of Supervisors Mtg, 4/30 Air Museum Fundraiser.

Director Duncan reported he attended the following events: 4/8 CVCC and E&E Mtg, 4/13 CVWD Board Mtg, 4/20 DWA Board Mtg, 4/27 CVWD Board Mtg.

President Wright reported she attended the following events: 4/29 Coachella Valley Business Conference and Economic Summit, 5/10 JPIA Board Meeting, 5/13 ACWA Virtual Conference, 5/14 ACWA Virtual Conference Cont.

## REPORTS

### GENERAL MANAGERS REPORT

Victoria Llord gave a brief update on the Riverside County Water Task Force. Ms. Llord also shared a brief clip of a customer testimonial.

### FINANCIAL REPORT

Nothing further to add.

### DISTRICT COUNSEL REPORT

Nothing further to add, no closed session this afternoon.

### DIRECTOR COMMENTS

Director Grasha noted he has been attending the DWA Board meetings and made some general comments regarding the reason for their creation and ensuring representation for the constituents in Desert Hot Springs.

President Wright noted her attendance at the MSWD Employee Appreciation Event and complimented the employees and the event.

### ADJOURN

President Wright adjourned the meeting at 4:25 PM.



Arden Wallum

Secretary of the Board of Directors