



8:00 A.M. OPERATIONS CENTER - 1200 SOUTH GENE AUTRY TRAIL – PALM SPRINGS – CALIFORNIA

Pursuant to Government Code §54953(e), there will be no public location for attending in person. This meeting will be held virtually because state and local officials recommend measures to promote social distancing. Members of the public who wish to participate may do so by calling in at:

Toll Free: (253) 215-8782
Meeting ID: 819 2899 9905
Passcode: 472571

or Via Computer:

<https://dwa-org.zoom.us/j/81928999905?pwd=OEhRY2Z5ZGhyZ2tQZ1JGMnc0eXFhZz09>
Meeting ID: 819 2899 9905

Members of the public who wish to comment on any item within the jurisdiction of the Agency or any item on the agenda may submit comments by emailing sbaca@dwa.org or may do so during the meeting. Comments will become part of the Board meeting record. Board members and staff will be participating in this meeting via teleconference.

****In order to reduce feedback, please mute your audio when you are not speaking.***

De acuerdo con el proyecto de código de gobierno §54953(e), no habrá un lugar público para asistir en persona. Esta reunión se llevará a cabo virtualmente porque los funcionarios estatales y locales recomiendan medidas para promover el distanciamiento social. Los miembros del público que deseen participar pueden hacerlo llamando al:

Número gratuito: (253) 215-8782
ID de reunión: 819 2899 9905
código de acceso: 472571

o a través de la computadora:

<https://dwa-org.zoom.us/j/81928999905?pwd=OEhRY2Z5ZGhyZ2tQZ1JGMnc0eXFhZz09>
ID de reunión: 819 2899 9905

Los miembros del público que deseen comentar sobre cualquier tema dentro de la jurisdicción de la Agencia o cualquier tema en la agenda pueden enviar comentarios por correo electrónico a sbaca@dwa.org o pueden hacerlo durante la reunión. Los comentarios pasarán a formar parte del registro de la reunión de la Junta. Los miembros de la junta y el personal participarán en esta reunión por teleconferencia.

****Para reducir los comentarios, silencia el audio cuando no estés hablando.***

- | | |
|--|--------|
| 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE | ORTEGA |
| 2. ROLL CALL | BACA |
| 3. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: Members of the public may comment on any item not listed on the agenda, but within the jurisdiction of the Agency. In addition, members of the public may speak on any item listed on the agenda as that item comes up for consideration. Speakers are requested to keep their comments to no more than three (3) minutes. As provided in the Brown Act, the Board is prohibited from acting on items not listed on the agenda. | |
| 4. PUBLIC COMMENT ON ITEMS LISTED ON THE AGENDA: Members of the public may also comment on items listed on the agenda that are not the subject of a public hearing at this time. Again, speakers are requested to keep their comments to no more than three (3) minutes. | |

5. **CONSENT CALENDAR ITEMS:** Items listed under the Consent Calendar are considered to be routine and will be acted upon by one motion of the Board without discussion. There will be no separate discussion on these items unless a Board Member requests a specific item to be discussed and/or removed from the Consent Calendar for separate action.

- A. Approve Minutes of the February 1, 2023 Workshop/Closed Session
- B. Receive and File Minutes of the February 14, 2023 Conservation & Public Affairs Committee
- C. Receive and File Minutes of the February 16, 2023 Executive Committee Meeting
- D. Receive and File – January 2023 Outreach and Conservation Activities & Events
- E. Request Determination of Board of Directors Committee Meetings Format and Recording Practices

6. **ACTION ITEMS:**

- | | |
|--|---------|
| A. Request Adoption of Resolution No. 1296 DWA Meeting Expense Reimbursement Policy for Board of Directors | SAENZ |
| B. Request Approval of Resolution No. 1297 DWA Public Event Compensation Policy | METZGER |
| C. Request Adoption of Resolution No. 1298 DWA External Meeting Compensation Policy | METZGER |
| D. Request Approval of External Meetings and Public Events Eligible for Compensation | METZGER |

7. **DISCUSSION ITEMS:**

- | | |
|---|---------|
| A. 2022 Capital Improvement Projects Presentation | JOHNSON |
|---|---------|

8. **GENERAL MANAGER'S REPORT**

KRAUSE

9. **DIRECTORS COMMENTS/REQUESTS**

10. **CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9 (d) (1)
Name of Case: Agua Caliente Band of Cahuilla Indians vs. Coachella Valley Water District, et al
(Two Cases)
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9 (d) (1)
Name of Case: Mission Springs Water District vs. Desert Water Agency
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9 (d) (1)
Name of Case: AT&T vs. County of Riverside
- D. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(d)(2)
Two Cases
- E. CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Pursuant to Government Code Section 54956.8
Property: APN# 516-051-001
Agency Negotiators: Mark S. Krause, General Manager and Steve Johnson Asst. General Manager
Negotiating Parties: Dale and Brookelyn Fox
Under Negotiations: Price and Terms

11. **RECONVENE INTO OPEN SESSION – REPORT FROM CLOSED SESSION**

12. **ADJOURN**

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting is asked to contact Desert Water Agency's Assistant Secretary of the Board, at (760) 323-4971, at least 48 working hours prior to the meeting to enable the Agency to make reasonable arrangements. Copies of records provided to Board members that relate to any agenda item to be discussed in open session may be obtained from the Agency at the address indicated on the agenda.

DECLARATION OF POSTING

Pursuant to Government Code Section 54954.2, I certify that this agenda has been posted at least 72 hours prior to the meeting on the Agency's website at www.dwa.org and at the Agency's office located at 1200 South Gene Autry Trail, Palm Springs, CA.

Sylvia Baca, MMC, Assistant Secretary of the Board

**MINUTES OF WORKSHOP AND CLOSED SESSION
DESERT WATER AGENCY
BOARD OF DIRECTORS**

5-A

February 1, 2023

DWA Board via Paul Ortega, President)
Teleconference: Jeff Bowman, Vice President)
Gerald McKenna Secretary-Treasurer)
Kristin Bloomer, Director)
Steve Grasha, Director)

DWA Staff via Mark Krause, General Manager)
Teleconference: Steve Johnson, Assistant General Manager)
Sylvia Baca, Asst. Secretary of the Board)
Jamie Hoffman, Senior Administrative Assistant)

Consultants via Michael T. Riddell, Best Best & Krieger)
Teleconference: Ashley Metzger, Regional Government Svcs.)

President Ortega called the workshop to order at 8:00 a.m.

Call to Order

President Ortega called upon Assistant Secretary of the Board
Baca to conduct the roll call:

Roll Call

Present: Grasha, Bloomer, McKenna, Bowman, Ortega

President Ortega opened the meeting for public comment for
items listed on the Agenda.

**Public Comment on
Items listed on the
Agenda**

There was no one from the public wishing to address the Board
for items listed on the Agenda.

President Ortega invited Mrs. Metzger to present on the updates
to Board of Directors handbook and Ordinance No. 74.

Discussion Item:
A. Updates to Board of
Directors Handbook &
Ordinance No. 74

Mrs. Metzger explained that the Board expressed interest in
updating the current handbook and the accompanying ordinance to align with
current direction, values and priorities. After meeting one on one with four
Directors and General Manager Krause, several changes were made. Mrs.
Metzger then highlighted the changes.

Secretary-Treasurer Grasha noted a correction to page 5 of the
handbook that officers are selected every year; no longer two years.

Legal Counsel Riddell noted a correction to page 19 of the
handbook; section 5.3 sentence 8, “designed” positions should be designated.

It was noted that staff will make all the necessary changes and corrections and bring these items back for adoption at a future meeting.

Discussion Item:
(Cont.)

At 1:35 p.m., President Ortega convened into a Teleconference Closed Session for the purpose of Conference with Legal Counsel, (A) Existing Litigation, pursuant to Government Code Section 54956.9 (d) (1), Agua Caliente Band of Cahuilla Indians vs. Coachella Valley Water District, et al (Two Cases).

Closed Session:
A. Existing Litigation –
ACBCI vs. CVWD, et
al. (2 Cases)

At 3:40 p.m., General Manager Krause reconvened the meeting into open session and announced there was no reportable action taken.

Reconvene – No
Reportable Action

In the absence of any further business, General Manager Krause adjourned the meeting at 3:41 p.m.

Adjournment

Sylvia Baca
Assistant Secretary of the Board

Minutes
Conservation & Public Affairs Committee
February 14, 2023

Directors Present: Paul Ortega, Steve Grasha
Staff Present: Mark Krause, Melinda Weinrich
Consultant Present: Ashley Metzger
Public Present: None

Call to Order

1. Public Comments - None

2. Discussion Items

A. Staff Update

The Committee welcomed newly hired Outreach & Conservation Manager, Melinda Weinrich to the team.

B. Disadvantaged Communities Grass Program

Staff presented the latest information about low program participation and adjustments planned to increase participation including providing incentive checks directly to landscapers so applicants do not have out of pocket costs.

C. Grass Removal Budget

The Committee discussed the City of Palm Springs matching program and the need for Desert Water Agency's Board to consider another budget augmentation to continue approving conversion projects.

D. Toilet Program

The Committee reviewed plans to decrease the minimum number of toilets required for businesses to participate from 10 toilets to 4 toilets. The Committee inquired about marketing and outreach. Staff noted that the target audience had previously been hotels but now restaurants and other, smaller businesses with high-use toilets would be able to participate.

E. Incentives Promotion

The Committee discussed a possible partnership on incentives marketing with Mission Springs Water District.

F. Agency Tours

The Committee discussed past practices and the upcoming tour planned for late March.

G. Community Survey

Staff informed the Committee of plans for an upcoming community survey. The Committee directed staff to plan to present findings to the full Board.

H. Lawsuit Documents Online

Staff noted plans to post key documents for active litigation on its website to foster transparency and accessibility.

Adjourn

Minutes
Executive Committee Meeting
February 16, 2023

Directors Present: Paul Ortega, Kristin Bloomer
Staff Present: Mark Krause, Steve Johnson, Esther Saenz, Sylvia Baca
 Jamie Hoffman
Consultant Present: Ashley Metzger

Call to Order

1. Public Comments - None
2. Discussion Items

- A. Review agenda for February 21, 2023 Board meeting
The proposed agenda for the February 21, 2023 meeting was reviewed.
- B. Expense Reports
The December 2022 and January 2023 expense reports were reviewed.
- C. Director's Request for attendance at Palm Springs Air Museum Gala Event to be compensated
Consultant Metzger informed the Committee that a Board Director requested the Executive Committee evaluate compensation for attendance at this year's Palm Springs Air Museum Gala. After discussion, the Committee decided that this event not be compensable.

Adjourn

DESERT WATER AGENCY OUTREACH & CONSERVATION ACTIVITIES

JANUARY 2023

Activities

- 1/5 Ashley Metzger was on a live segment with KESQ.
- 1/10 Staff attended a Tyler Munis Implementation kickoff presentation.
- 1/10 Xochitl Peña attended ONE-PS to provide DWA updates.
- 1/11 Ashley Metzger attended an ACWA Water Use Efficiency meeting.
- 1/11 Staff attended a CVRWMG business meeting.
- 1/12 Xochitl Peña was on a live segment with KESQ.
- 1/13 Ashley Metzger presented to HOAs on drought and water management.
- 1/17 Staff attended a CVWC monthly meeting.
- 1/17 Staff attended a DWA – FEMA repairs project permit/coordination meeting.
- 1/18 Clark Elliott completed a Multi-Family audit.
- 1/19 Ashley Metzger met with Probolsky Research on a community survey project in planning.
- 1/19 Melinda Weinrich and Ernye Valenciano attended a PSHA member luncheon.
- 1/24 Staff hosted a DWA Recycled Water Plant tour for Oro Loma Sanitary District.
- 1/25 Staff attended a CV-SNMP monthly meeting.
- 1/26 Xochitl Peña was on a live segment with KESQ.
- 1/26 Xochitl Peña recorded a radio interview with Joey English.
- 1/27 Clark Elliott attended a USBR Small-scale Water Efficiency Programs webinar.
- 1/30 Staff attended a meeting with Eagle Aerial on DWA Landscape Aerial Measurement data.

Public Information Releases/eblasts/Customer Notifications

- 1/12 – Latest News on website – DWA Board of Directors elect new officers for 2023.
- 1/12 – Nextdoor – Desert Water Agency – Water Construction notice.
- 1/18 – Latest News on website – Water Counts Academy deadline is January 31.
- 1/24 – Nextdoor – Desert Water Agency – Water Construction notice.
- 1/26 – Nextdoor – Desert Water Agency – Water Construction notice.
- 1/31 – Nextdoor – Desert Water Agency – Water Construction.

Upcoming Events

- 3/25 – ONE PS Community Picnic at Ruth Hardy Park.

Conservation Programs

Grass Removal:

- 90 Inspections
- 8 Projects pre-approved
- 40 Projects given final approval

Devices:

- 29 Washing machine rebates requested
- 21 Washing machine rebates approved
- 10 Smart controller rebates requested
- 8 Smart controller rebates approved
- 85 Nozzles requested for rebate
- 0 Nozzles approved for rebate
- 0 Toilet rebates requested (commercial only)
- 0 Toilet rebates approved (commercial only)

Water waste:

- 36 Total complaints submitted
- 8 Contacts to customers
- 17 Site inspections scheduled
- 6 Citations
- 1 Citation waived

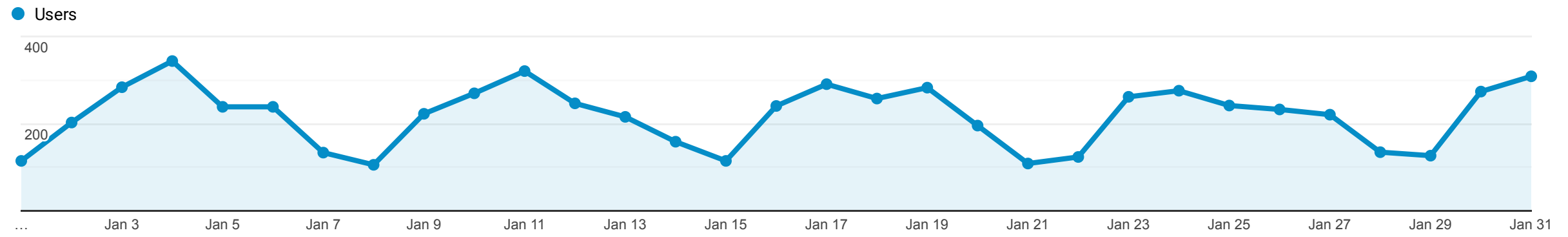
Audience Overview

All Users

100.00% Users

Jan 1, 2023 - Jan 31, 2023

Overview



Users

5,696

New Users

5,034

Sessions

7,505

Number of Sessions per User

1.32

Pageviews

15,258

Pages / Session

2.03

Avg. Session Duration

00:01:48

Bounce Rate

52.74%

New Visitor

























Returning Visitor

Language		Users	% Users
1.	en-us	5,409	94.96%
2.	en-ca	92	1.62%
3.	en	71	1.25%
4.	en-gb	50	0.88%
5.	es-us	14	0.25%
6.	zh-cn	12	0.21%
7.	en-au	7	0.12%
8.	es-419	5	0.09%
9.	es-es	4	0.07%
10.	de-de	3	0.05%

Desert Water Agency Facebook & Instagram Analytics January 2023



Desert Water Agency Facebook & Instagram Analytics January 2023

	 Help save water with every wash. An Energy Star ... Desert Water Agency	Boost post	Post	Mon Jan 30, 8:03am	154 Accounts Center accou...	11 Likes	---	---	0 Comments	2 Shares
	 Help save water with every wash. An Energ... Desert Water Agency	Boost unavailable	Post	Mon Jan 30, 8:00am	131 Accounts Center accou...	5 Reactions	---	3 Link clicks	0 Comments	1 Shares
	DWA started the morning off making healt... Desert Water Agency	Boost unavailable	Post	Sat Jan 28, 5:32pm	105 Accounts Center accou...	5 Reactions	--	--	0 Comments	0 Shares
	DWA started the morning off making healthy ded... Desert Water Agency	Boost post	Post	Sat Jan 28, 5:31pm	357 Accounts Center accou...	34 Likes	---	---	7 Comments	2 Shares
	This week, our team of public employees celebrat... Desert Water Agency	Boost post	Post	Fri Jan 27, 4:30pm	353 Accounts Center accou...	38 Likes	---	---	2 Comments	5 Shares
	This week, our team of public employees c... Desert Water Agency	Boost unavailable	Post	Fri Jan 27, 4:30pm	36 Accounts Center accou...	5 Reactions	---	---	0 Comments	0 Shares
	Looking for something to do this weekend? Head... Desert Water Agency	Boost post	Post	Fri Jan 27, 8:03am	123 Accounts Center accou...	12 Likes	--	--	2 Comments	0 Shares
	Looking for something to do this weekend... Desert Water Agency	Boost unavailable	Post	Fri Jan 27, 8:00am	135 Accounts Center accou...	6 Reactions	--	--	0 Comments	1 Shares
	This is good news for local groundwater re... Desert Water Agency	Boost unavailable	Post	Thu Jan 26, 1:20pm	35 Accounts Center accou...	3 Reactions	---	---	0 Comments	0 Shares
	When picking out new plants for your garden, ch... Desert Water Agency	Boost post	Post	Wed Jan 25, 8:02am	97 Accounts Center accou...	9 Likes	--	--	0 Comments	0 Shares
	When picking out new plants for your gard... Desert Water Agency	Boost unavailable	Post	Wed Jan 25, 8:00am	299 Accounts Center accou...	22 Reactions	--	--	0 Comments	1 Shares
	Golden Barrel Cactus are brilliant additions to ... Desert Water Agency	Boost post	Post	Sun Jan 22, 8:02am	159 Accounts Center accou...	16 Likes	--	--	1 Comments	1 Shares
	Golden Barrel Cactus are brilliant additi... Desert Water Agency	Boost unavailable	Post	Sun Jan 22, 8:00am	88 Accounts Center accou...	7 Reactions	---	---	0 Comments	0 Shares
	Did you know that the body's thirst response is d... Desert Water Agency	Boost post	Post	Fri Jan 20, 8:02am	101 Accounts Center accou...	8 Likes	---	---	0 Comments	0 Shares
	Did you know that the body's thirst respo... Desert Water Agency	Boost unavailable	Post	Fri Jan 20, 8:00am	61 Accounts Center accou...	7 Reactions	---	---	0 Comments	0 Shares
	The 2023 Water Counts Academy is just around t... Desert Water Agency	Boost post	Post	Wed Jan 18, 8:30am	224 Accounts Center accou...	9 Likes	--	--	0 Comments	0 Shares
	The 2023 Water Counts Academy is just ar... Desert Water Agency	Boost unavailable	Post	Wed Jan 18, 8:30am	149 Accounts Center accou...	11 Reactions	--	2 Link clicks	0 Comments	1 Shares
	Desert Water Agency had the opportunity of jud... Desert Water Agency	Boost post	Post	Tue Jan 17, 5:30pm	187 Accounts Center accou...	17 Likes	--	--	0 Comments	0 Shares
	Desert Water Agency had the opportunity ... Desert Water Agency	Boost unavailable	Post	Tue Jan 17, 5:30pm	86 Accounts Center accou...	15 Reactions	---	---	0 Comments	0 Shares
	Our office will be closed today in observance of M... Desert Water Agency	Boost post	Post	Mon Jan 16, 7:02am	79 Accounts Center accou...	5 Likes	---	--	0 Comments	0 Shares
	Our office will be closed today in observan... Desert Water Agency	Boost unavailable	Post	Mon Jan 16, 7:00am	36 Accounts Center accou...	5 Reactions	--	--	0 Comments	0 Shares
	Congrats to all our contest winners! They walked ... Desert Water Agency	Boost post	Post	Sat Jan 14, 1:15pm	309 Accounts Center accou...	30 Likes	--	--	2 Comments	4 Shares
	Congrats to all our contest winners! They ... Desert Water Agency	Boost unavailable	Post	Sat Jan 14, 10:00am	231 Accounts Center accou...	9 Reactions	--	--	0 Comments	1 Shares

Desert Water Agency Facebook & Instagram Analytics January 2023

	SCHOLARSHIPS! Studying water (or something w... desertwateragency	Boost post	Post	Thu Jan 12, 8:30am	102 Accounts Center accou...	8 Likes	---	---	0 Comments	0 Shares
	SCHOLARSHIPS! Studying water (or somet... Desert Water Agency	Boost unavailable	Post	Thu Jan 12, 8:30am	52 Accounts Center accou...	6 Reactions	---	---	0 Comments	0 Shares
	RAIN ALERT - Friendly reminder that there is no ... desertwateragency	Boost post	Post	Wed Jan 11, 8:30am	121 Accounts Center accou...	10 Likes	---	---	0 Comments	1 Shares
	RAIN ALERT - Friendly reminder that there ... Desert Water Agency	Boost unavailable	Post	Wed Jan 11, 8:30am	218 Accounts Center accou...	13 Reactions	---	---	7 Comments	2 Shares
	If you decided to skip overseeding this year, we h... desertwateragency	Boost post	Post	Mon Jan 9, 8:02am	348 Accounts Center accou...	31 Likes	---	---	3 Comments	6 Shares
	If you decided to skip overseeding this yea... Desert Water Agency	Boost unavailable	Post	Mon Jan 9, 8:00am	55 Accounts Center accou...	5 Reactions	---	---	2 Comments	0 Shares
	Help us welcome in the new year by saving water... desertwateragency	Boost post	Post	Fri Jan 6, 5:30pm	112 Accounts Center accou...	5 Likes	---	---	1 Comments	0 Shares
	Help us welcome in the new year by saving... Desert Water Agency	Boost unavailable	Post	Fri Jan 6, 5:30pm	41 Accounts Center accou...	4 Reactions	---	---	0 Comments	0 Shares
	Our Winter newsletter is hot off the press and rea... desertwateragency	Boost post	Post	Wed Jan 4, 5:01pm	107 Accounts Center accou...	9 Likes	---	---	0 Comments	0 Shares
	Our Winter newsletter is hot off the press ... Desert Water Agency	Boost unavailable	Post	Wed Jan 4, 5:00pm	45 Accounts Center accou...	3 Reactions	---	1 Link clicks	0 Comments	0 Shares
	DWA's publicly elected Board voted in new officer... desertwateragency	Boost post	Post	Tue Jan 3, 5:30pm	227 Accounts Center accou...	13 Likes	---	---	0 Comments	0 Shares
	DWA's publicly elected Board voted in new... Desert Water Agency	Boost unavailable	Post	Tue Jan 3, 5:30pm	262 Accounts Center accou...	53 Reactions	---	7 Link clicks	10 Comments	1 Shares
	Our office will be closed today so our team can ce... desertwateragency	Boost post	Post	Mon Jan 2, 8:02am	261 Accounts Center accou...	13 Likes	---	---	0 Comments	0 Shares
	Our office will be closed today so our team... Desert Water Agency	Boost unavailable	Post	Mon Jan 2, 8:00am	98 Accounts Center accou...	4 Reactions	---	---	0 Comments	0 Shares
	On behalf of Desert Water Agency, we wish you a... desertwateragency	Boost post	Post	Sun Jan 1, 10:01am	127 Accounts Center accou...	9 Likes	---	---	0 Comments	0 Shares

Reach

Post reach

990

↓ 53.9%

Total from last 90 days vs 90 days prior



Median post reach per media type

For posts created in the last 90 days



Median post reach per content format

For posts created in the last 90 days



Engagement

Post reactions, comments and shares

557

↑ 33.3%

Total from last 90 days vs 90 days prior



Median post reactions, comments and shares per media type

For posts created in the last 90 days



Median post reactions, comments and shares per content format

For posts created in the last 90 days



nextdoor



Desert Water Agency

1200 S Gene Autry Trl, Palm Springs

Desert Water Agency is the water utility for the Palm Springs area including outlying county areas, Desert Hot Springs, part of Cathedral City and Palm Springs. It is our responsibility to provide a safe, reliable water supply to the area we serve while protecting See more...



Desert Water Agency

37,602 members

25,401 claimed households

144 neighborhoods

Invite



Desert Water Agency

Public Affairs & Water Planning Coordinator Ernye Valenciano • 31 Jan



Desert Water Agency - Water Construction 02/01/2023 - 02/28/2023. Desert Water Agency crews will be performing intermittent service line improvements on Arnico St. See more...

Posted to **Subscribers of Desert Water Agency** in 1 neighborhood

Be the first to react

Like

Comment

Share



Desert Water Agency ✓

Public Affairs & Water Planning Coordinator Ernye Valenciano • 26 Jan



Desert Water Agency - Water Construction Notice. 02/01/2023 – 02/28/2023. Desert Water Agency crews will be performing service line improvements near Bogert Trail at See more...

Posted to **Subscribers of Desert Water Agency** in 5 neighborhoods



2



Like



4 Comments



Share



Desert Water Agency ✓

Public Affairs & Water Planning Coordinator Ernye Valenciano • 20 Jan



Desert Water Agency - Water Construction Notice. Starting/ending on Tuesday, January 24th (7am - 4pm). Desert Water Agency crews will be performing service line See more...

Posted to **Subscribers of Desert Water Agency** in 11 neighborhoods

Be the first to react



Like



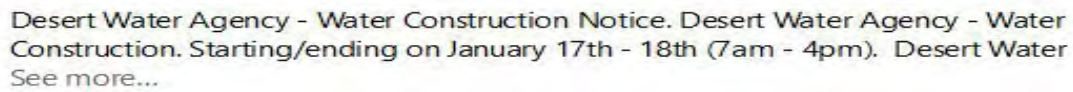
Comment



Share



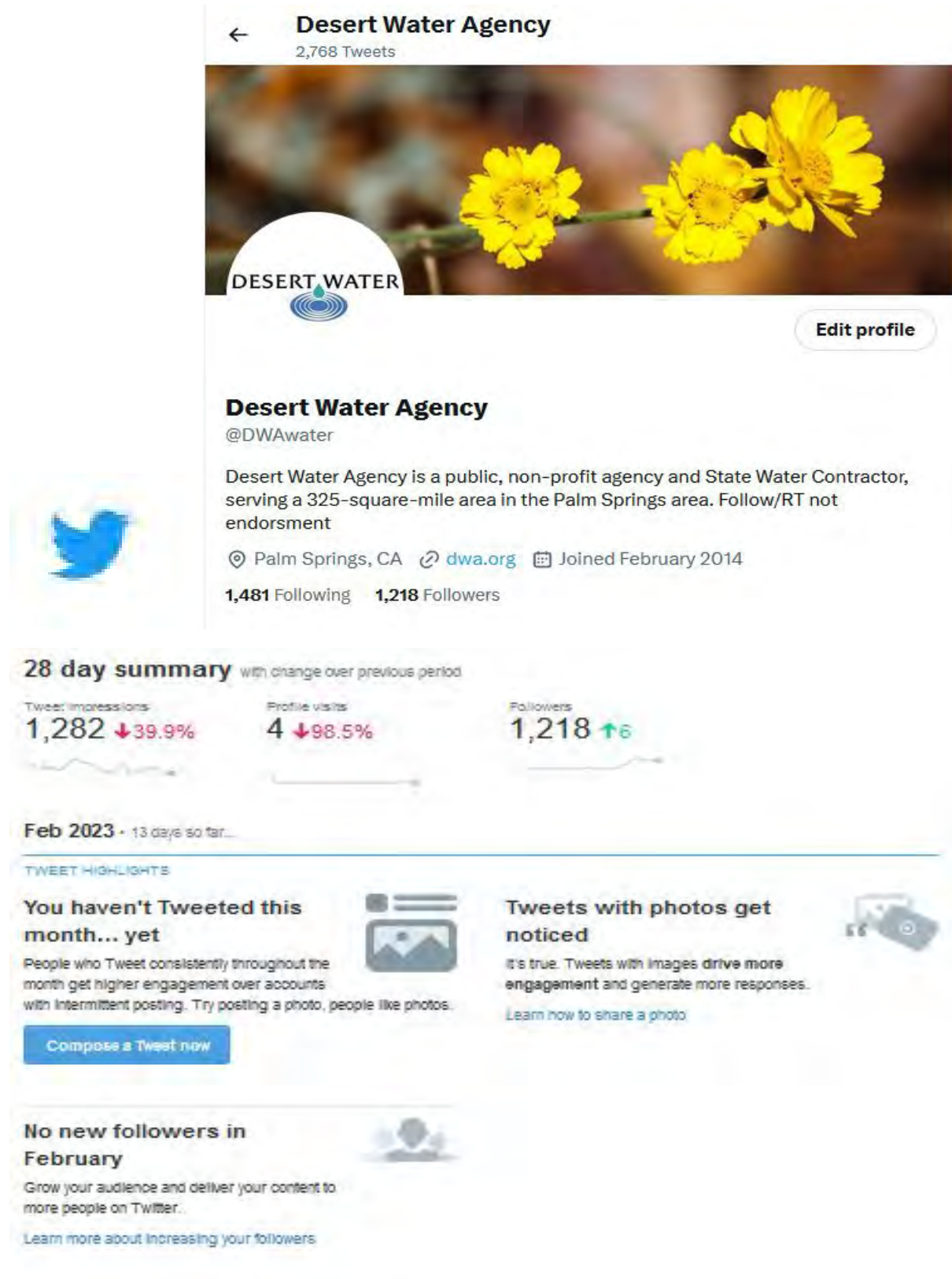
...



Be the first to react

 Share

Desert Water Agency Twitter Analytics January 2023



**STAFF REPORT
TO
DESERT WATER AGENCY
BOARD OF DIRECTORS**

FEBRUARY 21, 2023

**RE: REQUEST DETERMINATION OF BOARD OF DIRECTORS
COMMITTEE MEETINGS FORMAT AND RECORDING PRACTICES**

At its regular Board Meeting on February 7, 2023, the Desert Water Agency Board of Directors authorized hybrid committee meetings to be recorded and posted to DWA's YouTube Channel. Hybrid committee meetings are scheduled to begin after the regular Board meeting on February 21, 2023.

Committee meetings differ from regular DWA Board meetings in that they are less formal in structure. Staff reports are not usually prepared with recommendations for the committee. There is a free flow of information between staff and committee members. The committee members use committee meetings to work through Agency issues and to discuss possible actions and discussions items that the entire Board may or may not elevate for discussion in a of Directors meeting.

Very few local water agencies record and post committee meetings online (see attachment).

Staff recommends that committee meetings be held as hybrid meetings after February 21, 2023 and that the meetings not be recorded and posted online.

Fiscal Impact: None

Legal Review:

Staff has discussed this item with Legal Counsel.

Recommendation:

Staff recommends that committee meetings be held as hybrid meetings after February 21, 2023 and that the meetings not be recorded and posted online.

COMMITTEE LIVE STREAM AND/OR POST TO MEDIA SURVEY

Agency/District	Committee	Live Stream	Media Platform
Beaumont Cherry Valley WD		No	None
CVWD		No	None
Cucamonga Valley WD		No	None
East Valley WD		No	None
Eastern Municipal WD		No	None
Elsinore Valley WD		No	None
Hi Desert WD		No	None
Inland Empire Utilities Agency	4 committees		IEUA website
Jurupa CSD		No	None
*MSWD		Yes	YouTube
Rancho California WD	Finance & Audit	No	Audio only
San Bernardino Valley MWD		No	None
San Geronio Pass WA		No	None
Twentynine Palms WD	N/A		
Western MWD		No	None
West Valley WD		No	None

*Committee meets infrequently.

**STAFF REPORT
TO
DESERT WATER AGENCY
BOARD OF DIRECTORS**

FEBRUARY 21, 2023

**RE: REQUEST ADOPTION OF RESOLUTION NO. 1296
MEETING EXPENSE REIMBURSEMENT POLICY FOR THE
DESERT WATER AGENCY BOARD DIRECTORS**

According to Government Code Section 53232.2, the Agency is required to adopt a written policy specifying the types of occurrences that will qualify a member of the Board to receive reimbursement of expenses relating to travel, meals, lodging and other actual and necessary expenses incurred by members of the Board in service of the Agency.

In 2006, the Agency Board of Directors adopted Resolution No. 923 to satisfy this requirement.

When reviewing existing financial policies of the Agency, staff identified the need to update the existing Board of Directors Expenditure Reimbursement Policy due to the vague nature of the document, resulting in potential inconsistencies in its application. Additionally, Resolution No. 923 included Board Director remuneration and defined authorized activities which is duplicative of Ordinance No. 62.

Policy Highlights:

1. Remuneration and listing of defined activities has been removed and reference has been made to Ordinance No. 62 and its successor ordinance to allow for the definition of authorized activities to be maintained in one document, removing the possibility for two Board approved Resolutions or Ordinances to be in conflict with each other
2. Expressly limits allowable expenditures to Board Directors only
3. Lodging –
 - a. Replaces IRS reimbursement rates with defined limits when event group or government rates are not available
 - b. Further defines allowable lodging costs
4. Transportation –
 - a. Defines allowable costs and limits per mode of transportation
5. Meal & Incidentals –
 - a. Meals & Incidentals will only be allowable for Ordinance No. 62 Section 2 activities. (Conferences, Seminars, etc.)
 - b. Replaces the IRS Publication 463 reimbursement rate with a set maximum daily total of \$100

- c. Expressly prohibits the purchase of Alcoholic beverages with Agency funds
- d. Defines the method of distributing costs in group meal settings
- 6. Addresses costs incurred for events not attended by a Director
- 7. Defines method and timing of reimbursement of out of pocket expenses

The attached policy has been reviewed by the Executive Committee and Legal Counsel whose suggested revisions have been incorporated into the final draft of the attached policy.

Fiscal Impact:

None.

Legal Review:

Legal Counsel has reviewed this report.

Recommendation:

Staff recommends the Board of Directors adopt Resolution No. 1296 updating the Agency's Meeting Expense Reimbursement Policy for Desert Water Agency Board Directors.

Attachments:

- 1. Resolution No. 1296
- 2. Resolution No. 923

RESOLUTION NO. 1296

**RESOLUTION OF THE BOARD OF DIRECTORS
OF DESERT WATER AGENCY ADOPTING A MEETING
EXPENSE REIMBURSEMENT POLICY**

WHEREAS, Government Code sections 53232 et seq. authorize the reimbursement of actual and necessary expenses incurred by the Board of Directors of Desert Water Agency for attendance at identified occurrences pursuant to a written policy approved by the Board at a public meeting of the Board; and

WHEREAS, this Board wishes to revise and replace the reimbursement policy previously adopted in 2006 by Resolution No. 926, consistent with the applicable provisions of the Government Code;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Desert Water Agency does hereby adopt the expense reimbursement policy attached hereto as Attachment “A,” which shall replace all previously adopted versions thereof.

BE IT FURTHER RESOLVED that the occurrences that shall qualify for reimbursement of expenses shall be determined by separate action of the Board, which determination may be revised from time to time as authorized by law.

ADOPTED this 21st day of February 2023.

Paul Ortega, President

ATTEST:

Gerald McKenna, Secretary-Treasurer

Attachment A



DESERT WATER AGENCY

**Meeting Expense Reimbursement Policy for Desert
Water Agency Board Directors**

Adopted: [XX/XX/XXXX]

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1. Purpose

The purpose of this policy is to prescribe the manner in which Desert Water Agency (Agency) Board Directors may be reimbursed for expenses or incur expenses paid directly by the Agency by an Agency issued credit card or petty cash related to Agency business according to Government Code Section 53232, as required by Government Code Section 53232.2(b).

2. Scope

- A. This policy applies to members of the Board of Directors and is intended to result in no personal gain or loss for a Board Director.
- B. Eligible expenses for reimbursement are expenses within this policy for travel, meals, lodging and other actual and necessary expenses that are either:
 - a. Paid directly by the Agency on behalf of the Director
 - b. Paid by the Board Director and submitted for reimbursement

3. Policy

A Board Director shall be authorized to receive reimbursement for reasonable and necessary expenses incurred by the Director for attendance or service rendered for authorized activities. Any and all transportation and travel expenses authorized and allowed under this policy shall be in addition to any compensation provided for such Board member by ordinance or otherwise.

A. Authorized Activities

Authorized Activities include activities or services rendered pursuant to Desert Water Agency Ordinance 62, Section 1, Attendance at Board Meetings, and Section 2, Other Services Rendered as a Director; or future successor to said ordinance.

B. Eligible Reimbursements

Board Directors of the Agency are eligible to receive reimbursement for travel, meals, lodging, and other reasonable and necessary expenses for attending the previously identified Authorized Activities on behalf of the Agency.

a. Lodging Expenses

- i. If lodging is in connection with the Authorized Activities stated above, or other prior approved event, such lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor. [Gov. Code § 53232.2(d)]
- ii. If the published group rate is unavailable:
 - 1. Board Directors shall use government and group rates offered by a provider of lodging services for lodging when available. [Gov Code § 53232.2(e)]
 - 2. If government rates are not available at a given time or in a given area, Board Directors shall be reimbursed for:

- a. *Option #1:* Median hotel cost – Lodging rates that do not exceed the median retail rate for lodging for that area listed on websites like www.priceline.com or an equivalent service
 - b. *Option #2:* IRS Rates – Lodging rates that do not exceed the IRS per diem rates for a given area
 - iii. Lodging Reservations
 - 1. The Agency will make all hotel reservations for meetings, conferences, events and programs
 - 2. The reservations will only cover the period that the Board members are authorized to stay unless the Board members inform Agency staff of additional nights that they wish to stay and pay for at their own expense
 - iv. No reimbursement for overnight accommodations will be approved for stay within the Agency's service area
 - v. Accommodation expenses will be reimbursed only for the authorized Board member and not for guests, family members, or pets. If additional room occupants increase the cost of the accommodations, the Board Director will be responsible for the increased cost
 - vi. Accommodations must be reasonable in cost and in close proximity to the conference or meeting site
 - vii. In any instance where hotel accommodations are required, an itemized receipt from the hotel furnishing such accommodations shall be obtained and remitted to the Agency
- b. Transportation Expenses
- i. Transportation booking/reservations
 - 1. The Agency will make all transportation reservations for meetings, conferences, events and programs
 - a. Excludes Personal Vehicle and Taxi/Ride Share options
 - 2. The reservations will only cover the period that the Board members are authorized to stay unless the Board members inform Agency staff of alternate travel dates. If the modified dates of travel increase the cost of travel, the Board Director will be responsible for the additional cost
 - ii. Board Directors shall use government or group rates offered by the provider of transportation when available [Gov Code § 53232.2(e)]
 - iii. Transportation expenses will be reimbursed at cost for the most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements utilizing the most direct route to and from the Board Director's place of residence

- iv. Airfare
 - 1. Reimbursed at cost for the most economical mode and class of airfare reasonably consistent with scheduling needs
- v. Automobile
 - 1. Personal Vehicle: If a Board Director elects to use a personal vehicle, the Director will be reimbursed according to IRS mileage rates in effect on the date(s) of travel
 - 2. Car Rental: Reimbursed at cost for economy grade vehicle including fuel costs
 - 3. Taxi/Ride Share: Reimbursed as cost plus applicable gratuity not to exceed 20 percent
- c. Meal & Incidental Expenses
 - i. Meal & incidental expenses are only eligible in conjunction with services rendered in accordance with Ordinance 62, Section 2, or future successor to said ordinance.
 - ii. Daily maximum meal & incidental expense rate

Breakfast	\$ 20
Lunch	\$ 25
Dinner	\$ 50
Incidentals	<u>\$ 5</u>
Daily Total	\$100
 - iii. Direct Reimbursement
 - a. Board members may claim the actual cost of meals and incidentals up to the maximum daily meal and incidental expense rate of \$100
 - b. Itemized receipts required
 - c. To be managed as a not to exceed daily total
 - iv. Gratuities are not to exceed 20 percent
 - v. Partial meal rate payment is authorized when in a travel status for less than an entire day
 - vi. Alcoholic beverages will be excluded from any reimbursements
 - vii. Meals & Incidentals will be reimbursed only for the authorized Board member and not for guests or family members.
 - viii. Group meals
 - a. If in conjunction with an authorized activity, a group meal is attended with other Board Directors and/or Agency staff, the meal will be paid for on one check with an Agency credit card. The check will be divided equally amongst all attendees and will be applied against each Board Directors maximum daily meal & incidental expense allowance.
 - b. If a Board Director wishes to have only their own meal, and not a percentage of the entire check, applied to their maximum daily meal

& incidental expense allowance, the Board Director may request their meal be placed on a separate check.

ix. Event meal packages

1. If a meal package is provided by the authorized event and purchased in conjunction with the Board Director's event registration, the meal (Breakfast, Lunch and/or Dinner) will be deducted from the daily maximum meal & incidental rate available for reimbursement.
2. The actual cost of the event meal will not be reduced from the daily meal & incidental rate, but rather, the daily rate will be reduced by the assigned value of the meal according to the maximum daily meal rates. For example, if a lunch is purchased through a conference, the daily meal & incidental rate would be reduced to \$75 for the day (\$20 Breakfast, 50 Dinner, \$5 incidentals).

d. Other Expenses

- i. Any expenses that do not fall within the this policy or the IRS reimbursable rates shall be approved by the Agency's Board of Directors, in a public meeting before the expense is incurred [Gov. Code § 53232.2(f)]
- C. If a Board Director chooses to incur additional costs that are above the rates established pursuant to this policy and have not been approved by the Board of Directors in advance, the Director may do so at his or her own expense [Gov. Code § 53232.2(g)]
- D. If a Board Director elects not to attend an authorized event/activity that they requested to attend, where registration fees, travel, lodging or other related travel and attendance expenses are not cancellable or refundable, the Board Director will be responsible for the non-refundable portion of the costs paid for by the Agency
 - a. If the Board Director is unable to attend due to illness or emergency, at the discretion of the Executive Committee, the Director will not be responsible for the non-refundable portion of the costs incurred

4. Implementation

- A. When a Board Director desires to be reimbursed for out-of-pocket expenses for an item(s) or service(s) appropriately relating to Agency business, that were not paid for directly by the Agency, he or she shall submit a reimbursement form provided by the Agency to the Executive Secretary/Assistant Secretary to the Board within a reasonable time, no more than thirty days after incurring the expense
- B. The reimbursement form will include an explanation of the Agency business-related purpose (travel, accommodations, meals or incidentals) for the expense and itemized receipt(s) showing each expense attached
- C. The Agency's Finance Director or General Manager will review and approve reimbursement requests
- D. Reimbursement payment timing
 - a. Reimbursements will be included in Directors' monthly paychecks

- b. Reimbursement requests will be due no later than meeting attendance for the current payroll period
 - c. Any reimbursement requests received after the payroll due date, according to the Board Payroll Policy, may be delayed to the next payroll period
- E. All expenses for the Board Directors and the General Manager will be reviewed monthly by the Board of Directors Executive Committee

5. Activity Reports

As required by Government Code § 53232.3(d), Board Directors attending activities defined in this policy, or other prior approved events, shall submit a brief report to the other Directors during a scheduled Board Meeting upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the Agency. [Gov. Code § 53232.3(d)]

6. Legal Reporting Responsibilities

It is against the law to falsify expense reports. Penalties for misuse of public resources or falsifying expense reports in violation of expense reporting policies may include, but are not limited to, the following:

- A. The loss of reimbursement or privileges
- B. Restitution to the Agency
- C. Civil penalties for misuse of public resources pursuant to Government Code § 8314
- D. Prosecution for misuse of public resources, pursuant to Section 424 of the Penal Code, penalties for which may include 2, 3, or 4 years in prison.

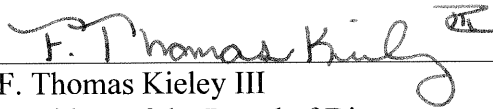
RESOLUTION NO. 923

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE DESERT WATER AGENCY
ADOPTING A WRITTEN POLICY FOR REIMBURSEMENT
OF EXPENDITURES INCURRED BY MEMBERS OF
THE BOARD ON BEHALF OF THE AGENCY**

WHEREAS, Government Code Section 53232.2 requires the adoption of a written policy specifying the types of occurrences that qualify a member of the Board to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses incurred by members of the Board in the service of the Agency,

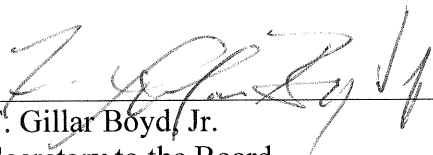
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Desert Water Agency hereby approves and adopts the Expenditure Reimbursement Policy attached hereto, effective for calendar year 2006 and each year thereafter, unless amended by subsequent action of the Board.

ADOPTED AND APPROVED this 18th day of April, 2006.



F. Thomas Kieley III
President of the Board of Directors
Desert Water Agency

ATTEST:



F. Gillar Boyd, Jr.
Secretary to the Board
Desert Water Agency

I, Janis L. Tefteller, Assistant Secretary to the Board of Directors of the Desert Water Agency, do hereby certify the foregoing Resolution No. 923 was duly adopted at its regular meeting held on April 18, 2006, and that it was adopted by the following vote:

AYES: 5

NOES: 0

ABSENT: 0

ABSTAINED: 0

Janis Tefteller
Assistant Secretary to the Board of Directors

(SEAL)

DESERT WATER AGENCY
BOARD OF DIRECTORS
EXPENDITURE REIMBURSEMENT POLICY
April 18, 2006

PURPOSE:

The purpose of this policy is to prescribe the manner in which Desert Water Agency Directors may be reimbursed for expenditures related to Agency business, and to ensure compliance with Article 2.3, commencing with Section 53232 of Chapter 2 of Part 1 of Division 2 of Title 5 of the California Government Code.

SCOPE:

This policy applies to members of the Board of Directors and is intended to result in no personal gain or loss to a Director.

IMPLEMENTATION:

Whenever Agency Directors desire to be reimbursed for out-of-pocket expenses for item(s) or service(s) appropriately relating to Agency business, they shall submit their requests on a reimbursement form approved by the General Manager. Included on the reimbursement form will be an explanation of the Agency-related purpose for the expenditure(s), and receipts evidencing each expense shall be attached.

The Finance Director or the General Manager will review and approve reimbursement requests. All expenses for Board Directors and the General Manager will be reviewed on a monthly basis by the Executive Committee of the Board

REMUNERATION AND REIMBURSEMENT:

Desert Water Agency shall adhere to Government Code Sections 53232 through 53232.4 when dealing with issues of Director remuneration and reimbursement.

Authorized Activities:

Subject to the Desert Water Agency's enabling act, Directors shall be authorized to receive compensation, as set forth in Ordinance No(s) 54 and 57, for attendance in the following activities:

- Agency Board Meetings
- Agency Committee Meetings
- A conference or organized educational activity conducted in compliance with Government Code Section 54952.2(c) including, but not limited to, ethics training required by Government Code Section 53234.

Eligible Reimbursements:

Directors of the Agency are eligible to receive reimbursement for travel, meals, lodging, and other reasonable and necessary expenses for attending the previously-identified activities on behalf of the Agency. Reimbursement rates may be as set by Internal Revenue Service Publication 463 or its successor publication(s).

Lodging Expenses:

If lodging is in connection with the activities stated above, or other prior approved event, such lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor. If the published group rate is unavailable, directors shall be reimbursed for comparable lodging at government or IRS rates.

Travel Expenses:

If travel is in connection with activities stated above, or other prior approved event, directors shall use government or group rates offered by the provider of transportation when available.

Any and all expenses that do not fall within the adopted travel reimbursement policy, or the IRS reimbursable rates, are required to be approved by the Board of Directors of Desert Water Agency in a public meeting prior to the expense(s) being incurred.

Expenses that do not adhere to the adopted travel reimbursement policy or the IRS reimbursable rates, and that do not receive prior approval from the Board of Directors in a public meeting prior to the expense being incurred, shall not be eligible for reimbursement.

Reimbursement Forms:

Desert Water Agency shall provide expense reimbursement report forms to Directors who attend the above functions on behalf of the Agency, which shall document that expenses adhere to this policy.

Receipts are required to be submitted in conjunction with the expense report form. Failure to submit necessary receipts will result in denial of the reimbursement claim.

Expense reports shall be submitted within a reasonable time, and at no time more than thirty days after incurring the expense.

ACTIVITY REPORTS:

Directors attending activities consistent with those previously listed, or other prior approved events, shall submit brief reports to the Agency upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the Agency.

LEGAL REPORTING RESPONSIBILITIES:

It is against the law to falsify expense reports. Penalties for misuse of public resources or violating this policy may include, but are not limited to, the following:

- The loss of reimbursement or privileges
- Restitution to the local agency
- Civil penalties for misuse of public resources pursuant to Government Code Section 8413
- Prosecution for misuse of public resources, pursuant to Section 424 of the Penal Code, penalties for which include 2, 3 or 4 years in prison.

**STAFF REPORT
TO
DESERT WATER AGENCY
BOARD OF DIRECTORS**

FEBRUARY 21, 2023

**RE: REQUEST ADOPTION OF RESOLUTION NO. 1297 PUBLIC EVENT
COMPENSATION POLICY**

Desert Water Agency Directors are not currently compensated for their attendance at any public events. Many public water agencies compensate Board Members for their participation in select events that further the objectives and relationships of the Agency.

The Executive Committee reviewed this policy and noted a preference that the compensation for events be consistent with the existing per diem. The Committee also noted that the Board may consider decreasing the amount of the per diem to account for more events being compensated.

The Public Events Compensation Policy allows any Board Member to request a per diem and mileage reimbursement for attending an event on the Board approved list. There is no cap on how many Board Members can attend a single public event.

Public event compensation is subject to the overall 10 per diem per month cap that is part of DWA Ordinance No. 62 and the California Water Code. If a Board Member attends two compensable activities in one day, he or she will only receive one per diem.

Fiscal Impact:

Staff anticipates that this will lead to an increase in total Directors Fees ranging from \$0 to \$38,900 annually. The current fiscal year budget for Directors Fees will not need to be augmented given fiscal year to date experience and assumptions for the remainder of the fiscal year

Legal Review:

Legal Counsel has reviewed the attached policy and resolution.

Recommendation:

Staff recommends that the Board of Directors adopt Resolution No. 1297 Public Event Compensation Policy.

Attachments:

Attachment #1 – Resolution No. 1297

RESOLUTION NO. 1297

RESOLUTION OF THE BOARD OF DIRECTORS OF DESERT WATER AGENCY ADOPTING A PUBLIC EVENT COMPENSATION POLICY FOR ATTENDANCE BY ANY DIRECTOR

WHEREAS, pursuant to Water Code sections 20200 et seq., the Board of Directors of Desert Water Agency has adopted Ordinance No. 62, as subsequently revised by Ordinance No. 64, setting forth the amount of compensation that each Director shall receive for each day of service rendered for the Agency at the request of the Board, not to exceed ten days in any calendar month; and

WHEREAS, Government Code Section 53232.1 provides that the Board may authorize the payment of compensation to Directors for attendance at a meeting of the Board or an advisory body, at a conference or organized educational activity, including but not limited to ethics training, and at other occurrences if the Board has adopted, in a public meeting, a written policy specifying the types of occasions that constitute the performance of official duties for which Board members may receive payment; and

WHEREAS, this Board wishes to adopt a policy in compliance with Government Code section 53232.1 specifying the types of occasions, other than those already specified in Ordinance No. 62, that will qualify for compensation to be paid to any Director who may choose to attend; and

WHEREAS, compensation will be provided to a Director so long as he or she adheres to the Desert Water Agency's Board of Directors Handbook;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Desert Water Agency hereby adopts the Public Event Compensation Policy for Attendance by Any Director, attached hereto as Attachment "A," applicable to any Director who may choose to attend an occasion approved by the Board, which shall supersede all previous versions thereof.

BE IT FURTHER RESOLVED that in addition to the occasions identified in Ordinance No. 62 for which compensation shall be paid to a Director, the Board at a public meeting shall compile and approve a list of the occasions to which this policy shall apply, which thereafter may be changed at a public meeting of the Board from time to time.

ADOPTED this 21st day of February, 2023.

Paul Ortega, President

ATTEST:

Gerald McKenna, Secretary-Treasurer

Attachment A

DESERT WATER AGENCY BOARD OF DIRECTORS PUBLIC EVENT COMPENSATION POLICY FEBRUARY 21, 2023

PURPOSE:

Per Government Code section 53232.1 , this policy prescribes in what circumstances a Desert Water Agency Director may be compensated for attending public events on behalf of the Agency. Director engagement at public events will allow for an increased profile and stronger relationships for the Agency.

SCOPE:

This policy applies to members of the Desert Water Agency Board of Directors.

IMPLEMENTATION:

At a DWA Board of Directors meeting, the Board will adopt a list of public events eligible for compensation for any Director. The Board of Directors will have the responsibility to add to or remove events from this list. Qualified events should meet all of the following criteria:

- (a) Open to members of the public (even if fees apply)
- (b) Not partisan in nature
- (c) Is more than 30 minutes long

The event attendance stipend is available to any member of the Board. If more than two Directors are present at an event, they shall not discuss Agency business.

In order to receive event compensation, the Director shall notify the General Manager and Board Secretary of attendance at the event. If attendance at the event requires a ticket for admission and the Director provides adequate notice, staff will procure the ticket for the Director at cost to the Agency. If tickets are limited, the Board President will determine which Directors to invite to the event.

If the Director is asked in advance or plans to give remarks on behalf of DWA, he or she shall notify the General Manager and the Board President. The Board President shall assign all Board speaking engagements. If an opportunity arises for a Board Member to share impromptu remarks or answer a question, the Director shall convey positions of the Board and/or relay key relevant updates. If requested, Directors can expect support from staff in preparing remarks and/or presentations.

The Director should either wear a Desert Water Agency name tag or clothing with the Desert Water Agency logo. The Director shall abide by the DWA Board Member Handbook with regard to public statements.

EXEMPTIONS:

As provided in Ordinance No. 62 and Water Code section 20202, a Director may not be compensated for more than ten days of service on behalf of the Agency in any calendar month.

If a Director attends multiple events or meetings in one day, the Director will only receive one stipend, as the law only allows payment for each day of service, not each event.

If a Director attends an event or meeting on the same day that he or she is receiving a per diem for official meetings of, or service to, the Board, the Director will only receive one stipend.

If a Director violates the DWA Board Member Handbook at an event, he or she will not be eligible for the stipend.

REMUNERATION AND REIMBURSEMENT:

Per Ordinance No. 62, for attendance at an approved public event, the Director shall be eligible to receive a per diem public events stipend. If the Director attends an event in person, the Director may also request reimbursement for associated mileage.

Pursuant to Resolution No. 1296, a Director may be reimbursed for actual and necessary expenses incurred in attending the event, and/or mileage. Desert Water Agency shall adhere to Government Code Sections 53232 through 53232.4 and Resolution No. 1296 when dealing with issues of Director remuneration and reimbursement.

ACTIVITY REPORTS:

Directors being compensated for attending a public event shall submit a brief report to the Agency at the next meeting of the Board of Directors.

**STAFF REPORT
TO
DESERT WATER AGENCY
BOARD OF DIRECTORS**

FEBRUARY 21, 2023

**RE: REQUEST ADOPTION OF RESOLUTION NO. 1298 TO ENACT AN
EXTERNAL MEETING COMPENSATION POLICY**

Desert Water Agency Directors are not currently compensated for their attendance at any external meetings or for mandatory trainings conducted outside of conferences. Many public water agencies compensate Board Members for their participation in select external meetings or trainings that further the objectives and relationships of the Agency.

The Executive Committee reviewed this policy and noted a preference that the compensation for meetings be consistent with the existing per diem. The Committee also noted that the Board may consider decreasing the amount of the per diem to account for more activities being compensated.

The External Meetings Compensation Policy calls for the President of the Board to assign attendees and alternates to represent DWA at public meetings. Additionally, the policy allows Directors to request compensation for select mandated trainings. Authorized attendees can request a per diem and mileage reimbursement.

External meeting compensation is subject to the overall 10 per diem per month cap that is part of DWA Ordinance No. 62 and the California Water Code. If a Board Member attends two compensable activities in one day, he or she will only receive one per diem.

Fiscal Impact:

Staff anticipates that this will lead to an increase in total Directors Fees of approximately \$30,000 annually. The current fiscal year budget for Directors Fees will not need to be augmented given fiscal year to date experience and assumptions for the remainder of the fiscal year.

Legal Review:

Legal Counsel has reviewed the attached policy and resolution.

Recommendation:

Staff recommends that the Board of Directors adopt Resolution No.1298 to enact an External Meetings Compensation Policy.

Attachments:

Attachment #1 – Resolution No. 1298

RESOLUTION NO. 1298

RESOLUTION OF THE BOARD OF DIRECTORS OF DESERT WATER AGENCY ADOPTING AN EXTERNAL MEETING COMPENSATION POLICY FOR ATTENDANCE BY A DIRECTOR UPON ASSIGNMENT OR FOR MANDATORY TRAINING

WHEREAS, pursuant to Water Code sections 20200 et seq., the Board of Directors of Desert Water Agency has adopted Ordinance No. 62, as subsequently revised by Ordinance No. 64, setting forth the amount of compensation that each Director shall receive for each day of service rendered for the Agency at the request of the Board, not to exceed ten days in any calendar month; and

WHEREAS, Government Code Section 53232.1 provides that the Board may authorize the payment of compensation to Directors for attendance at a meeting of the Board or an advisory body, at a conference or organized educational activity, including but not limited to ethics training, and at other occurrences if the Board has adopted, in a public meeting, a written policy specifying the types of occasions that constitute the performance of official duties for which Board members may receive payment; and

WHEREAS, this Board wishes to adopt a policy in compliance with Government Code section 53232.1 specifying the types of occasions that will qualify for compensation to be paid to a Director for attendance for a mandatory training or at a meeting upon specific request or assignment, to represent the Agency; and

WHEREAS, compensation will be provided to the assigned Director so long as he or she adheres to the Desert Water Agency's Board of Directors Handbook;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Desert Water Agency hereby adopts the External Meeting Compensation Policy for Attendance by a Director Upon Specific Request or Pursuant to Mandatory Training, attached hereto as Attachment "A," applicable to a Director who is assigned or specifically requested to attend a meeting to represent the Agency.

BE IT FURTHER RESOLVED that at a public meeting of the Board, the Board shall approve a list of the occasions to which this policy shall apply, which thereafter may be changed at a public meeting of the Board from time to time.

ADOPTED this 21st day of February, 2023.

Paul Ortega, President

ATTEST:

Gerald McKenna, Secretary-Treasurer

Attachment A
DESERT WATER AGENCY
BOARD OF DIRECTORS
EXTERNAL MEETING COMPENSATION POLICY
FEBRUARY 21, 2023

PURPOSE:

Per Government Code section 53232.1, this policy prescribes when a Desert Water Agency Director may be compensated for attending select external meetings or mandatory trainings on behalf of the Agency. Director engagement at public meetings will allow for an increased profile and stronger relationships for the Agency. Ethics and sexual harassment prevention training is mandatory and helps ensure a healthy organization.

SCOPE:

This policy applies to members of the Desert Water Agency Board of Directors though meetings will be compensated for assigned attendees and alternates only.

IMPLEMENTATION:

At a Desert Water Agency Board of Directors meeting, the Board will adopt a list of external meetings eligible for compensation for assigned Directors. Some meetings assignments are limited to a certain frequency. Additional meetings may be compensated with Board approval.

Meeting attendance will only be compensated to the Director or alternate assigned by the Board President to attend the meetings. Directors will be compensated to attend designated external meetings virtually as long as they are attending the meeting live. Watching a recording of a previously held meeting is not eligible for compensation. Any training method that meets state requirements, and is offered within 50 miles of the Agency, is compensable.

The assigned Director need not attend all meetings for the organization they are covering, however they are expected to review the agenda to determine its relevance to DWA.

If the meeting is of significance and has items related to DWA on the agenda, the assigned Director is responsible for letting the alternate know if he or she cannot attend the meeting. The Director shall provide as much notice as possible to ensure the meeting is covered.

If the Director is asked in advance or plans to give remarks on behalf of DWA, he or she shall notify the General Manager and the Board President. If an opportunity arises for a

Board Member to share impromptu remarks or answer a question, the Director shall convey positions of the Board and/or relay key relevant updates. If requested, Directors can expect support from staff in preparing remarks and/or presentations.

If appearing in person, the Director should either wear a Desert Water Agency name tag or clothing with the Desert Water Agency logo. If attending virtually, the Director shall list his or her name and add DWA or Desert Water Agency to his or her name appearance in the meeting. Staff can also provide virtual meeting backdrops with the DWA logo.

The Director shall abide by the DWA Board Member Handbook with regard to statements made at external meetings.

EXEMPTIONS:

As provided in Ordinance No. 62 and Water Code section 20202, a Director may not be compensated for more than ten days of service on behalf of the Agency in any calendar month.

If a Director attends multiple events or meetings in one day, the Director will only receive one stipend, as the law only allows payment for each day of service, not each event.

If a Director attends an event or meeting on the same day that he or she is receiving a per diem for official meetings of, or service to, the Board, the Director will only receive one stipend.

If a Director violates the DWA Board Member Handbook at a meeting, he or she will not be eligible for the meeting stipend.

REMUNERATION AND REIMBURSEMENT:

Per Ordinance No. 62, for attendance at an approved external meeting, the assigned Director shall be eligible to receive a per diem external meetings stipend. If the Director attends a meeting in person, the Director may also request reimbursement for associated mileage.

Pursuant to Resolution No. 1296, a Director may be reimbursed for actual and necessary expenses incurred in attending the event, and/or mileage. Desert Water Agency shall adhere to Government Code Sections 53232 through 53232.4 and Resolution No. 1296 when dealing with issues of Director remuneration and reimbursement.

ACTIVITY REPORTS:

Directors assigned and compensated to attend external meetings shall submit a brief report to the Agency at the next meeting of the Board of Directors.

**STAFF REPORT
TO
DESERT WATER AGENCY
BOARD OF DIRECTORS**

FEBRUARY 21, 2023

**RE: REQUEST APPROVAL OF EXTERNAL MEETINGS AND PUBLIC
EVENTS ELIGIBLE FOR COMPENSATION**

Desert Water Agency Directors are not currently compensated for their attendance at any public events or external meetings. Many public water agencies compensate Board Members for their participation in select events and meetings that further the objectives and relationships of the Agency.

Staff compiled a list of recommended external meetings and a list of recommended public events eligible for compensation. The Executive Committee reviewed the draft lists and provided feedback that are included in the lists attached.

Fiscal Impact:

None

Recommendation:

Staff recommends that the Board of Directors approve the lists of meetings and events eligible for compensation pursuant to Ordinance No. 62, Resolution No. 1297 and Resolution No. 1298. Additionally, staff recommends that the Board President notify the Board of Directors regarding meeting assignments at or before the next regular Board of Directors meeting.

Attachments:

Attachment #1 – List of Public Events

Attachment #2 – List of External Meetings

DESERT WATER



Public Events List
Desert Water Agency
February 21, 2023

1. Civic
 - a. State of the City:
 - i. Cathedral City
 - ii. Desert Hot Springs
 - iii. Palm Springs
 - b. All-Valley Mayor and Tribal Chair Luncheon
 - c. State of the County – Riverside
2. Community
 - a. ONE-PS Community picnic
 - b. Desert Garden Tour by Desert Horticultural Society
 - c. Desert Garden Community Day by Desert Horticultural Society
 - d. Desert Hot Springs Big Heart Awards
 - e. Taste of Jalisco Festival – Cathedral City (opening day)
3. Business
 - a. DVBA Public Officials Lunches
 - b. BIA Coachella Valley events
 - c. Business Expo/Taste of Palm Springs
 - d. Coachella Valley Economic Partnership Annual Summit
4. Desert Water Agency
 - a. Agency tours



External Meetings List
Desert Water Agency
February 21, 2023

1. External meetings - by assignment only
 - a. Desert Hot Springs City Council meetings (10 max per year)
 - b. Palm Springs City Council meetings (10 max per year)
 - c. Palm Springs Sustainability Commission meetings (5 max per year)
 - d. Cathedral City Council meetings (10 max per year)
 - e. Coachella Valley Water District Board meetings (all)
 - f. Mission Springs Water District Board meetings (all)
 - g. Agua Caliente Water Authority Board meetings (all)
2. Mandatory training
 - a. Ethics (1 max per two years)
 - b. Sexual Harassment Prevention (1 max per two years)

Capital Improvement Projects

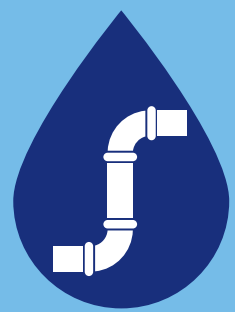
2022

1



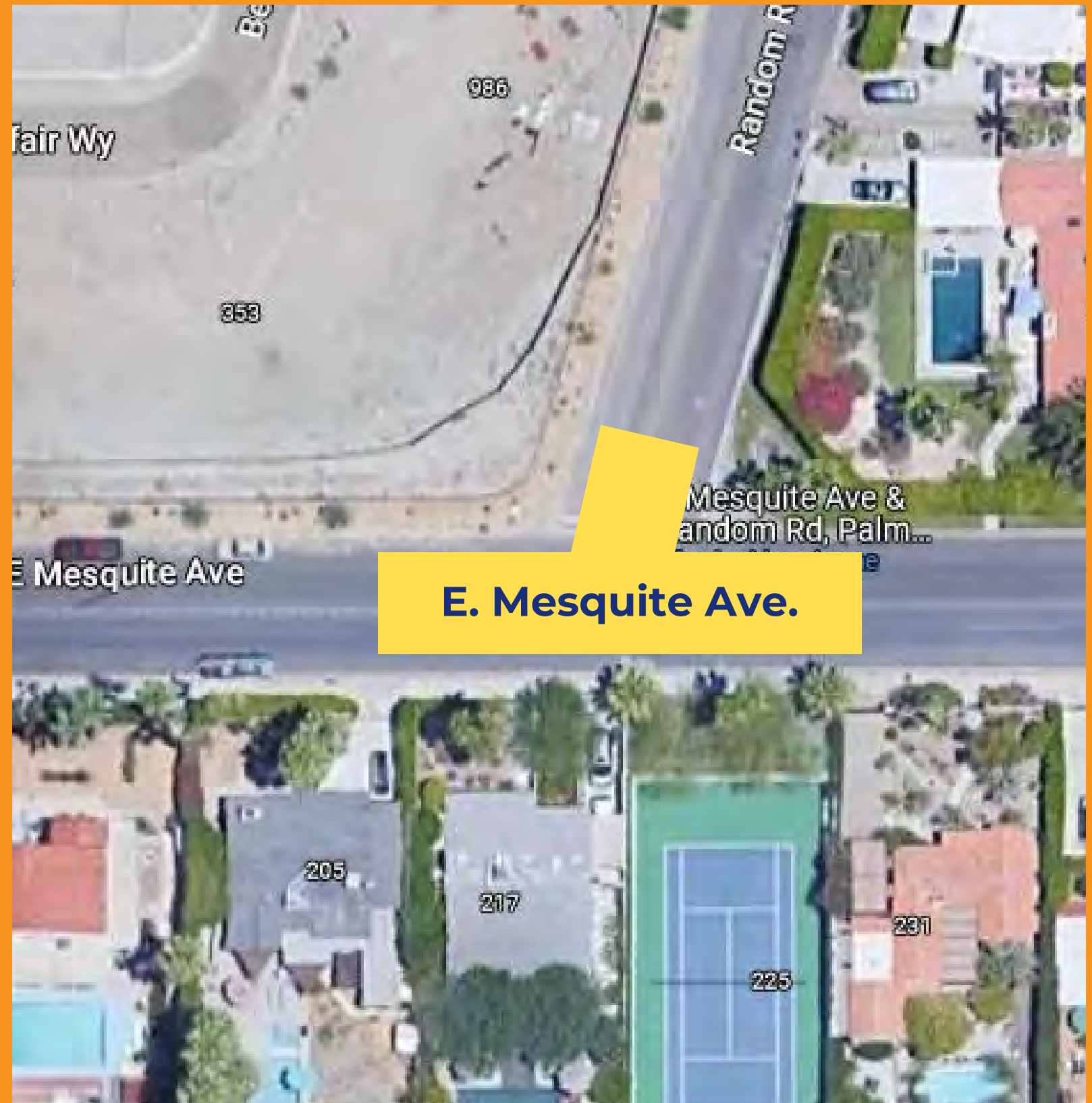
Pipeline Projects





East Mesquite Road

- 265 LF x 12" Pipe
- 100LF x 8" Pipeline
- Mesquite Road & Random Road
- Replace aging pipe to accommodate new development

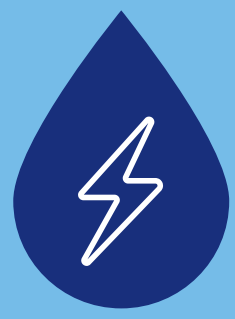


2

Emergency

Power





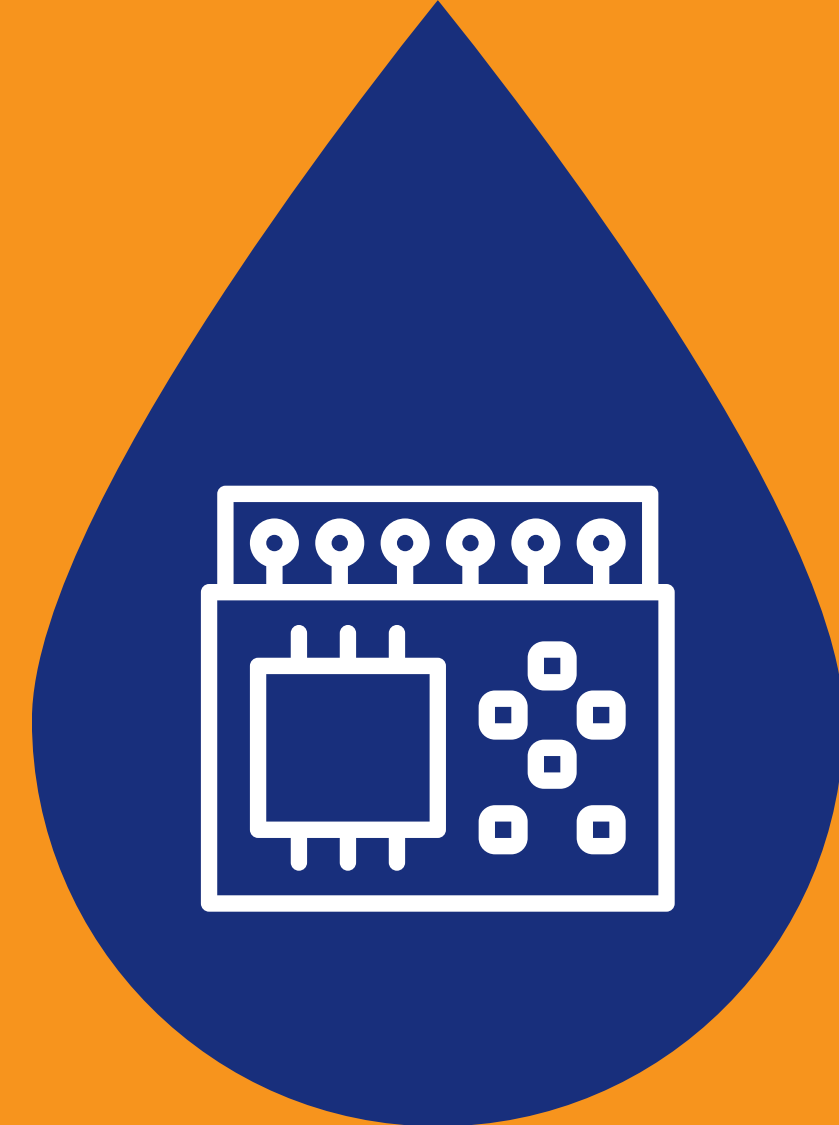
Emergency Generator

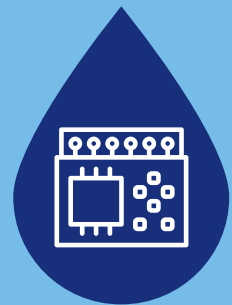
- 31 kW Emergency Generator
- Auto Transfer Switch & Enclosure
- Cathedral Canyon Lift Station Well 19
- Back up power



3

Facility Control Improvements

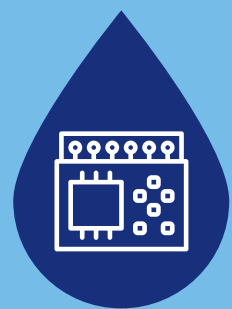




Reclamation Filter PLC

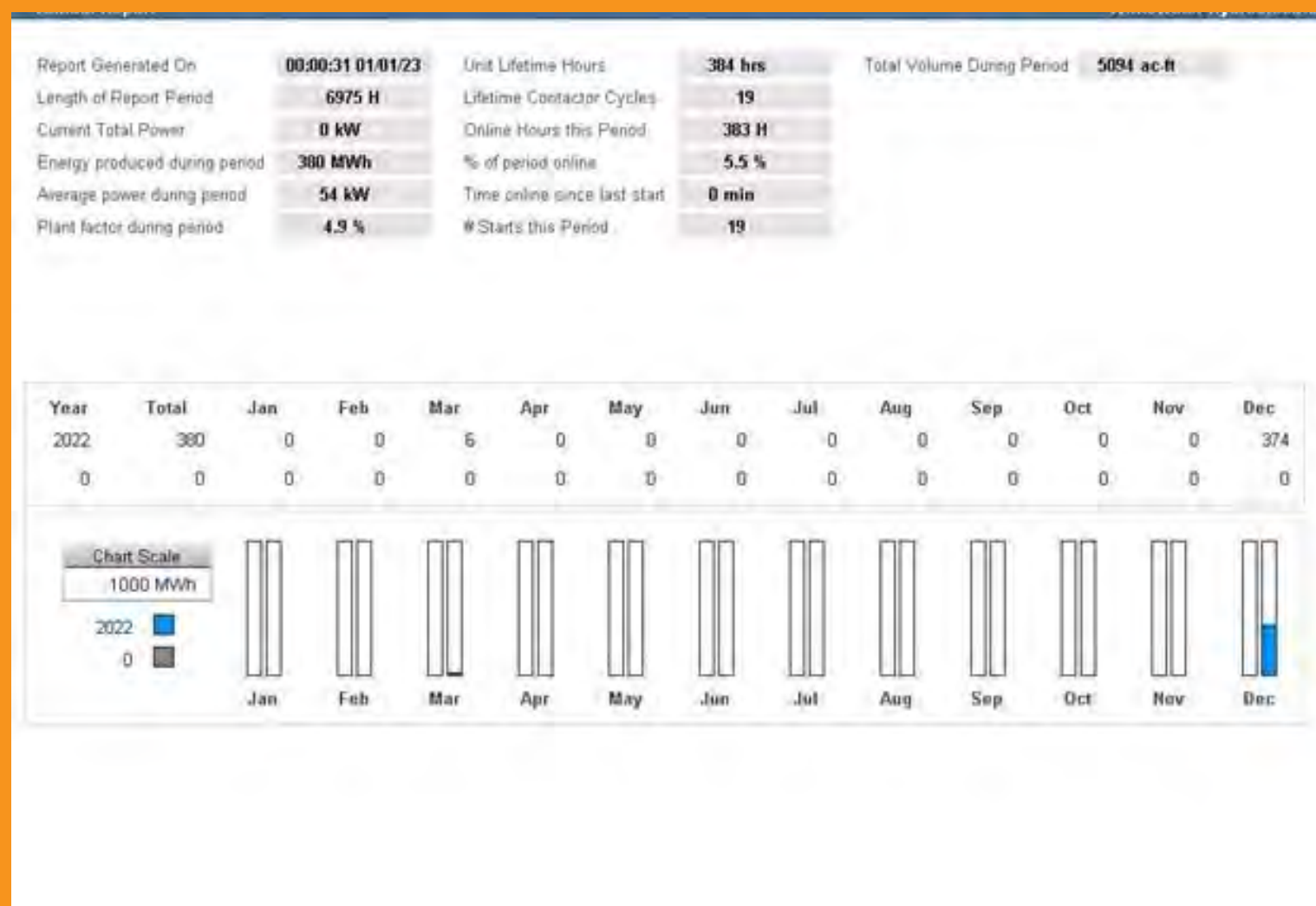
- Programmable Logic Controller (PLC)
- Upgraded control wiring
- Replace due to age

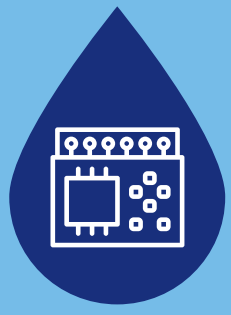




White Water Hydro Plant

- Programmable Logic Controller (PLC)
- Modernization of control required
- Replaced due to age





Well 22 MCC

- Motor Control Center
- Replaced due to age



4



Facility AC Upgrades





Snow Creek AC Upgrade

- Snow Creek Hydroelectric Plant
- Roof Repair / AC Upgrade
- Cooling of control equipment
- Replacement due to age



5



Flow Meter



Improvements



Snow Creek Intake

- 24-inch Ultra Mag Meter
- Emergency replacement
- Original meter display failed





Well 17 Meter

- 8-inch Ultra Mag Meter
- Maintenance Required
- Improved Accuracy

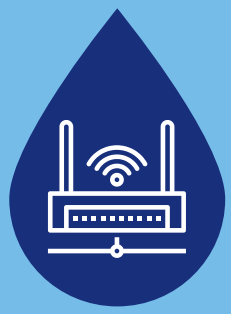


6



Meter Data





Field Services - ERT

- 100W ERT's phase 1.4 & 1.5
- Field Service Routes
- Converting routes to have 100% 100W
- Includes 3,720 ERT's



7



Facilities





Privacy Hedge

- Pyracantha Privacy Hedge
- Well 25
- Corner of Ave. 34 & Marguerite St.
- Community request for a privacy barrier



Thank you!

DESERT WATER



GENERAL MANAGER'S REPORT

February 21, 2023

DWR Awards Coachella Valley Agencies for \$6.3M under the Urban Community Drought Relief Program

The California Department of Water Resources (DWR) awarded nine drought resilience projects across the state \$46 million in funding. DWR awarded two Coachella Valley projects approximately \$6.3 million dollars (14% of funding statewide).

Project	Grant amount	DWA share (dollars)	DWA share (percent)
Grant administration	\$100,000	NA	NA
Regional grass replacement	\$5,000,000	\$1,632,679	33%
Regional intertie project	\$1,265,250	\$581,250	46%
TOTAL	\$6,365,250	\$2,213,929	35%

Desert Water Agency (DWA) is the lead project sponsor on the regional intertie project. The local agencies expect to use CVRWMG's consultant, Woodard & Curran to perform some or all of the grant administration.

DWA will use grass removal funds to meet high customer demand.

The Coachella Valley agencies will begin contracting with DWR and ultimately submit requests for reimbursement.

State Water Contractor's Science Program

Press Release:

Sacramento, CA – The State Water Contractors (SWC) today issued a Request for Proposals (RFP), seeking to invest up to \$3 million in high-quality science projects that will advance the understanding of complex systems in San Francisco Bay, the Sacramento-San Joaquin Delta (Delta) and upper watersheds.

"This request for proposals is an exciting milestone for the SWC and the SWC's Science Program. The SWC Science Program has always sought to support science that addresses unanswered questions and creates a better shared understanding of the realities of our complex and interconnected watersheds." Stated Darcy Austin, Science Manager for the State Water Contractors.

Desert Water Agency's fiscal contribution to this effort is approximately \$75,000 taken from our annual dues paid to the State Water Contractors Association.

Human Resource's Meetings and Activities

Meetings:

01/17/2023	DWA Board Meeting	Virtual Meeting
01/18/2023	Paycom Implementation Meeting	Virtual Meeting
01/25/2023	Paycom Implementation Meeting	Virtual Meeting
02/01/2023	Paycom Implementation Meeting	Virtual Meeting
02/06/2023	DWA Staff Meeting	Virtual Meeting
02/07/2023	DWA Board Meeting	Virtual Meeting
02/07/2023	Paycom Final Overview Meeting	Virtual Meeting
02/13/2023	Operations/Engineering Staff Meeting	DWA Offices

Activities:

01/18/2023	UCR Women In Leadership Program Advisory Committee Meeting	Virtual Meeting
01/24/2023	Lincoln Representative Onsite Meetings	DWA Offices
01/25/2023	DWA Employee Awards Breakfast	DWA Offices
02/06/2023	CV HR Group Meeting	Offsite Meeting
02/09/2023	Conducted Interviews for Accountant Position	DWA Offices
02/09/2023	Webinar: Benefit Communications	Virtual Meeting
02/13/2023	Conducted Interview for Accountant Position	DWA Offices
02/15/2023	Webinar: Next-Level Hiring in 2023: The Intelligent Interview	Virtual Meeting

DWA offices were closed on Monday February 20th in observance of Presidents' Day.



SYSTEM LEAK DATA					
(PERIOD BEGINNING JAN 31, 2023 THRU FEB 13, 2023)					
STREET NAME	NUMBER OF LEAKS	PIPE DIAMETER (INCHES)	YEAR INSTALLED	PIPE MATERIAL	PIPE CONSTRUCTION
EL PLACER RD	5	6	1983	STEEL	CML/C
INDIAN CANYON DR	2	8	1938	STEEL	BARE/UNLINED
CHUPEROSA RD	1	4	1957	STEEL	BARE/UNLINED
CYPRESS RD	1	4	1958	STEEL	BARE/UNLINED
FINLEY RD	1	4	1958	STEEL	BARE/UNLINED
ANDREAS RD	1	6	1958	STEEL	BARE/UNLINED
LOUELLA RD	1	6	1955	STEEL	BARE/UNLINED
TOTAL LEAKS IN SYSTEM:		12			

Streets highlighted in green are included as part of the

2020/2021 Replacement Pipeline Project

Streets highlighted in blue are being proposed as part of the

2021/2022 Replacement Pipeline Project

Streets highlighted in salmon are being proposed as part of the

2022/2023 Replacement Pipeline Project

SYSTEM INFORMATION:	
OLDEST PIPE IN THE SYSTEM (YEAR OF INSTALLATION):	1935
AVERAGE YEAR OF INSTALLATION OF UNLINED STEEL PIPE (SYSTEMWIDE):	1952
AVERAGE AGE OF UNLINED STEEL PIPE (SYSTEMWIDE):	66 YEARS
AVERAGE AGE OF PIPELINE AT THE TIME OF REPLACEMENT:	68 YEARS
TOTAL LENGTH OF PIPE IN SYSTEM OLDER THAN 70 YEARS (LINEAR FEET):	117,721
TOTAL LENGTH OF UNLINED PIPE SYSTEMWIDE (LINEAR FEET):	297,672
*AVERAGE LENGTH OF PIPE REPLACED ANNUALLY (LINEAR FEET):	15,000
PROJECTED TIME FRAME FOR 100% REPLACEMENT OF UNLINED STEEL PIPE:	16 YEARS
PROJECTED TIME FRAME FOR 100% REPLACEMENT OF PIPE OLDER THAN 70 YEARS:	9 YEARS
YEAR AGENCY TRANSITIONED TO CEMENT LINED STEEL PIPE:	1960
<p>*PLEASE NOTE THIS FIGURE REPRESENTS THE AVERAGE LINEAR FOOTAGE OF PIPELINE REPLACED ANNUALLY GIVEN AN AVERAGE ANNUAL BUDGET OF \$3 MILLION.</p>	

SYSTEM LEAKS
(PERIOD BEGINNING JAN 31, 2023
THRU FEB 13, 2023)

2021/2022 REPLACEMENT PIPELINES - ANDREAS RD, LOUELLA RD

Google Earth

2 mi

SYSTEM LEAKS
(PERIOD BEGINNING JAN 31, 2023
THRU FEB 13, 2023)

2021/2022 REPLACEMENT PIPELINES - ANDREAS RD, LOUELLA RD

Google Earth

2 mi

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Google Earth

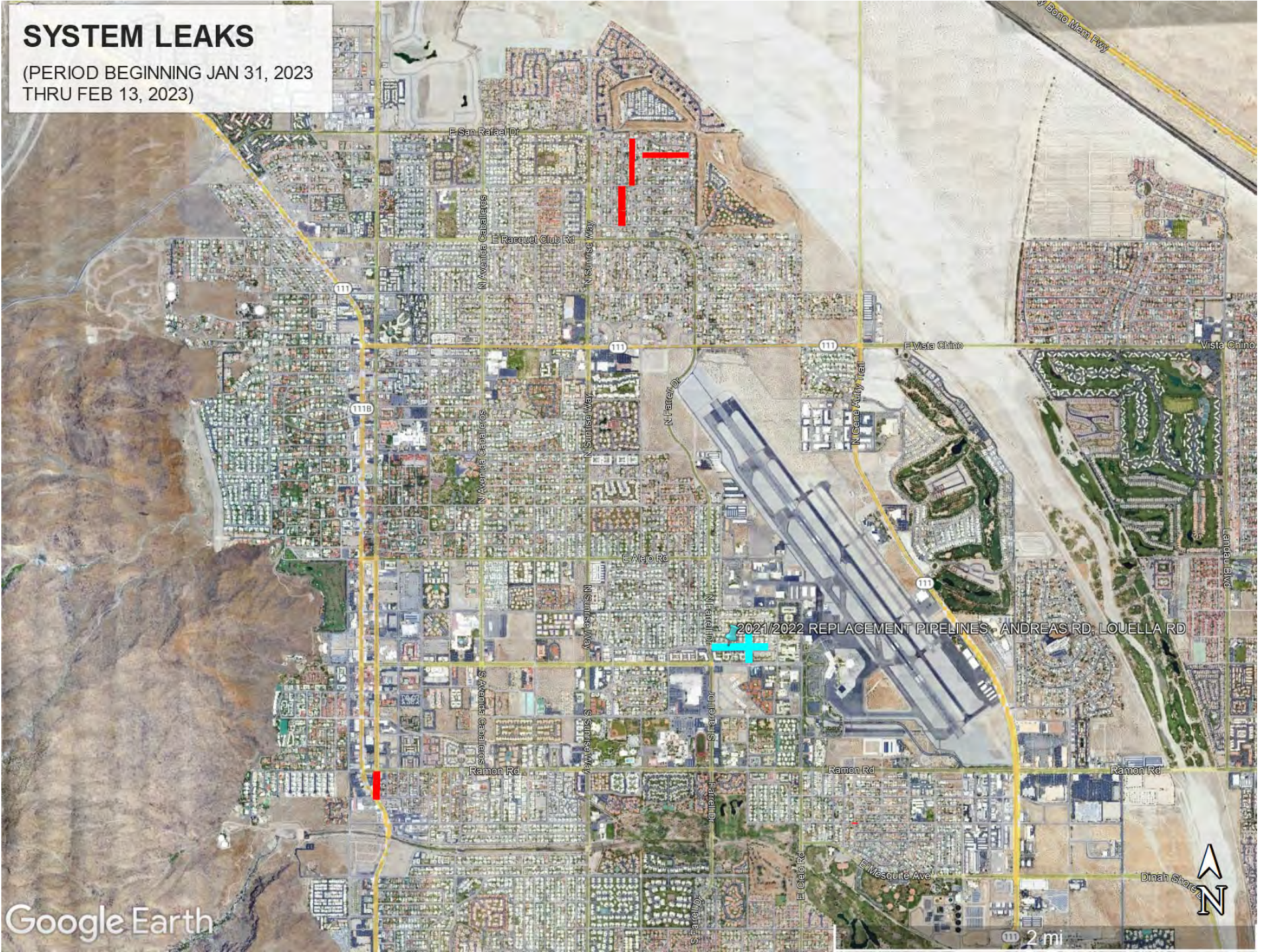
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Google Earth

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SYSTEM LEAKS
(PERIOD BEGINNING JAN 31, 2023
THRU FEB 13, 2023)

2021/2022 REPLACEMENT PIPELINES - ANDREAS RD, LOUELLA RD

Google Earth

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General Manager's Meetings and Activities

Meetings:

02/07/23	DWA Bi-Monthly Board Meeting	Conf Call
02/07/23	Review of Draft Legislative and Regulatory Policy Platform	Conf Call
02/08/23	Small Group Mediation Meeting	Conf Call
02/08/23	HR Meeting - Personnel	Conf Call
02/08/23	Virtual Hybrid Meeting Discussions	Conf Call
02/09/23	CV Water Counts Presentation	Conf Call
02/09/23	Tribal Mediation Meeting Debrief /Riddell Bloomer	Conf Call
02/10/23	Sites Budget & Finance Committee	Conf Call
02/14/23	DWA Special Board Meeting	DWA
02/14/23	DWA Conservation & Public Affairs Committee Meeting	Conf Call
02/15/23	Meeting with ACWA Executive Director Dave Eggerton	DWA
02/15/23	DCP Coordination Meeting	Conf Call
02/15/23	DCP Update Meeting	Conf Call
02/15/23	SWC Monthly Meeting	Conf Call
02/16/23	SWC Monthly Board Meeting	Conf Call
02/16/23	Executive Committee Meeting	Conf Call
02/16/23	SFCWA Board Meeting	Conf Call
02/17/23	Sites Reservoir Committee and Authority Joint Meeting	Conf Call
02/21/23	Desert/Coachella/Metropolitan Coordination Call	Conf Call
02/21/23	DWA Bi-Monthly Board Meetings	Conf Call

Activities:

- 1) DWA Board Handbook
- 2) DWA Rate Study
- 3) DWA Surface Water Rights
- 4) Water Supply Planning – DWA Area of Benefit
- 5) Sites Reservoir Finance
- 6) DCP Financing
- 7) Lake Perris Seepage Recovery Project Financing
- 8) Recycled Water Supply - Strategic Planning
- 9) AQMD Rule 1196
- 10) DWA Digital Transformation Project
- 11) DWA Organizational Restructuring
- 12) DWA Tax Rate Analysis
- 13) Palm Springs Aerial Tramway Water Supply 2023
- 14) SWP Contract Extension Amendment
- 15) DWA Remote Meter Reading Fixed Network
- 16) State and Federal Contractors Water Authority and Delta Specific Project Committee (Standing)
- 17) Whitewater River Surface Water Recharge
- 18) Replacement Pipelines 2021-2022
- 19) DC Project – Finance JPA Committee (Standing)
- 20) DWA/CVWD/MWD Operations Coordination/Article 21/Pool A/Pool B/Yuba Water (Standing)

Activities:

(Cont.)

- 21) DWA/CVWD/MWD Exchange Agreement Coordination Committee (Standing)
- 22) SWP 2023 Water Supply
- 23) ACBCI Water Rights Lawsuit
- 24) Whitewater Hydro Operations Coordination with Recharge Basin O&M
- 25) Whitewater Spreading Basins – BLM Permits
- 26) Delta Conveyance Project Cost Allocation
- 27) MCSB Delivery Updates
- 28) Well 6 Meaders Cleaners RWQB Meetings
- 29) SWP East Branch Enlargement Cost Allocation
- 30) RWQCB Update to the SNMP