

**VALLEY SANITARY DISTRICT  
MINUTES OF SPECIAL BOARD MEETING  
March 4, 2020**

A special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Wednesday, March 4, 2020.

**1. CALL TO ORDER**

President Mike Duran called the meeting to order at 1:00 p.m.

**1.1 Roll Call**

Directors Present:

Mike Duran, William Teague, Debra Canero, Scott Sear

Directors Absent:

Dennis Coleman

Staff Present:

Beverli A. Marshall, General Manager, Holly Gould, Joanne Padgham,  
and Ron Buchwald

Guests:

Robert Hargreaves, Best Best & Krieger

**1.2 Pledge of Allegiance**

**2. PUBLIC COMMENT**

*This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.*

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No public comment. At this time President Duran handed the meeting over to Vice President Sear.

**3. CONSENT CALENDAR**

**3.1 Approve February 11, 2020 Regular Meeting and February 26, 2020 Special Meeting Minutes**

**ACTION TAKEN:**

**MOTION:**

Director Teague made a motion to approve the consent calendar as presented. Director Canero seconded the motion. Motion carried by the following vote: 4 ayes

**MINUTE ORDER NO. 2020-2989**

#### **4. NON-HEARING ITEMS**

##### **4.1 Set Public Hearing Date to Adopt Increase in Sewer Use Fee**

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It is recommended that the board set a public hearing date of May 12, 2020 to consider the increase in the sewer use fee for fiscal year 2020/2021. In accordance with California Proposition 218, notice is to be sent to the owners of record and/or tenants via U.S. Mail at least 45 days before the Public Hearing in order to consider an increase to the Sewer Use rate. Additionally, notice of the Public Hearing will be advertised in the Desert Sun, a newspaper of general circulation, on March 22, 2020 and March 29, 2020.

#### **ACTION TAKEN:**

**MOTION:** Director Teague made a motion to set a public hearing date of May 12, 2020 to consider the increase in the Sewer Use Fee for Fiscal Year 2020/2021 and approve the Public Hearing Notice for publishing in the Desert Sun. President Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear, Teague  
NOES: None  
ABSENT: Coleman  
ABSTAIN: None

#### **MINUTE ORDER NO. 2020-2090**

##### **4.2 Proposed Rate Increase and Proposition 2018 Notice**

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The District engaged an independent consultant to perform a cost of service analysis and rate study for its wastewater service charges. Based upon the rate study, the District anticipates there will be future increases in the costs of operating and maintaining the wastewater systems. The proposed wastewater rate increases are necessary to enable the District to: (1) maintain the operational and financial stability of the District, including keeping pace with inflation and other cost increases including wastewater treatment costs; (2) comply with State and Federal regulations governing the treatment, disposal, and reuse of wastewater; (3) fund capital infrastructure improvements needed to repair and update the District's aging wastewater system; and (4) avoid operational deficits and depletion of reserves. The estimated cost for printing and mailing approximately 24,650 notices is \$14,627. This is a sole source procurement due to High Tech Mailing Services past performance and reliability. In accordance with California Proposition 218, notice is to be sent to the record owners and/or tenants via U.S. Mail at least 45 days before the Public Hearing in order to consider an increase to the Sewer Use rate. Additionally, notice of the Public Hearing will be advertised in the Desert Sun, a newspaper of general circulation, on March 22, 2020 and March 29, 2020. The Proposition 218 notice has been reviewed by legal counsel.

#### **ACTION TAKEN:**

**MOTION:** Secretary Canero made a motion to approve the proposed rate increase and authorize staff to mail the Proposition 218 notice for

an estimated total cost of \$14,627. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear, Teague

NOES: None

ABSENT: Coleman

ABSTAIN: None

**MINUTE ORDER NO. 2020-2091**

**4.3 Pollution Liability Coverage – Desert Cornerstone Insurance Service, Inc.**

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The Pollution Liability Coverage was first approved at the April 9, 2019 board meeting. The 12-month coverage period is March 1, 2020 to March 1, 2021 for \$13,143. Hugh Curtis of Desert Cornerstone Insurance and Paul Fuller, an expert on this coverage will be at the April 14, 2020 board meeting to give a presentation.

**4.4 Award Contract – Owner's Representative to Valley Sanitary District for the Influent Pump Station Rehabilitation to Stantec, Inc.**

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On December 10, 2019, the Board authorized the General Manager to enter into a contract with Stantec, Inc. (Stantec) for a not to exceed price of \$387,131 to become the Owner's Representative of VSD to oversee the selection of the design build team and provide engineering support for the Influent Pump Station Rehabilitation Project. Stantec's scope of work included preparing a Request for Proposal (RFP) to solicit design-build teams and provide proposals to perform the work. Working with VSD's legal counsel on similar projects, BB & K provided a legal template to guide special districts through the design-build process and adhere to state laws. One state law requirement of the design-build method is a two-step process for soliciting design-build teams. It is recommended to execute a contract amendment to Stantec, Inc. for \$15,372, to prepare and evaluate an RFQ as required by State law as part of the Influent Pump Station Rehabilitation Project.

**ACTION TAKEN:**

**MOTION:**

President Duran made a motion to authorize the General Manager to execute a contract amendment to Stantec, Inc. for \$15,372 to prepare and evaluate an RFQ as required by State law as part of the Influent Pump Station Rehabilitation Project. Secretary Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear, Teague

NOES: None

ABSENT: Coleman

ABSTAIN: None

**MINUTE ORDER NO. 2020-2092**

**5. DIRECTOR'S ITEMS**

*Director's items not listed are for discussion only; no action will be taken without an urgency vote pursuant to State law.*

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Director Teague reported that the March 3, 2020 EVRA Meeting was excellent. He stated that Reymundo Trejo, the Assistant General Manager at Indio Water Authority

gave a great presentation of the Recycled Water Project update. President Duran asked Ms. Marshall if she could reach out to Mr. Trejo and invite him to present at a future board meeting. Vice President Sear commented that the CASA D.C. Forum was great. He enjoyed seeing the District's federal advocates, Innovative Federal Strategies, in action. President Duran stated he attended both CASA and ACWA meetings. He asked if Ms. Marshall would send thank you letters to the representatives that took time to meet with them. Secretary Canero commented that it was interesting to see which representatives were in line with the District's issues and who wasn't. She felt that their presence made an impression on the people they met with. A discussion took place about PFAS (per-and poly-fluoroalkyl substances) and how they could affect the treatment of wastewater and recycled water. Ms. Marshall shared about the plant tour Ian Wilson conducted for fourth graders from Our Lady of Perpetual Help. President Duran asked about the enrollment for board members in the health insurance. Ms. Marshall stated that she will be bringing that topic to the Board closer to open enrollment time.

## **6. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:47 p.m. The next special board meeting will be held March 4, 2020.

Respectfully submitted,

*Holly Gould*

Holly Gould, Clerk of the Board  
Valley Sanitary District