

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING**

October 26, 2021

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, October 26, 2021, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

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

**1.1 Roll Call**

Directors Present:

Debra Canero, Dennis Coleman, Mike Duran, Scott Sear, William Teague

Staff Present:

Beverli Marshall, General Manager, Jeanette Juarez, Ron Buchwald, Anna Bell, 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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None.

**3. CONSENT CALENDAR**

3.1 Approve October 12, 2021, Regular Meeting Minutes

3.2 Approve Warrants for October 7 through October 18, 2021

3.3 Accept Monthly Financial Report for Period Ending September 30, 2021

3.4 Accept Credit Card Report for Period Ending September 30, 2021

3.5 Authorize Tuition Reimbursement for Beverli A. Marshall, General Manager, Per District Policy in the Amount of \$866

3.6 Authorize the Disposition of the Idexx Quanti-Sealer

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**ACTION TAKEN:**

**MOTION:** Vice President Coleman made a motion to approve the consent calendar, as presented. Director Teague seconded the motion. Motion carried unanimously.  
**MINUTE ORDER NO. 2021-3143**

**4. NON-HEARING ITEMS**

**4.1 Board meeting Upgrades to Include Granicus Software and TV Monitors to Allow Video Meetings**

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The licensing contract with the current agenda creation program the District uses expires on November 29, 2021. Staff has actively searched for alternatives that can better meet the District's needs. After researching more interactive and efficient options, staff recommends implementing the Peak Agenda Management program from Granicus. The program is designed to simplify the agenda creation process by using a built-in template system to create agendas and minutes Granicus also offers a video solution that provides convenient access to live and archived streaming video. It can stream public meetings in real-time through the District's website. Staff also would like to update the TV Monitors to allow for video meetings. The fiscal impact of the upgrades would be \$45,020 spread over three (3) years.

**ACTION TAKEN:**

**MOTION:** Director Duran made a motion to authorize the purchase of an Agenda and Meeting Management Software, Video Streaming Software, and Two (2) 75" Interactive Display Systems. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2021-3144**

**4.2 Authorize the General Manager to Execute a Contract with CV Strategies for Communication and Outreach Services in an Amount Not to Exceed \$60,000**

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The District published a Request for Proposals for Communications and Public Outreach Services. Staff received two proposals. The firm that best fits with the District's needs and budget is CV Strategies. CV Strategies has relationships with other Coachella Valley agencies and their residents, businesses, and stakeholders. The firm also has broad experience with water and wastewater topics and issues that can be beneficial in assisting VSD with developing content for newsletters and outreach materials. The key deliverables for this contract include but are not limited to developing a Communications Strategy and Outreach Plan, regular social media posts on wastewater industry and VSD topics, including monitoring and responding to comments, and developing a design and writing content for three quarterly newsletters. The services will be ongoing throughout the fiscal year and, based on the input from the consultants and analytics received, staff will develop a budget for the fiscal year 2022/23 in compliance with the Strategic Plan.

**ACTION TAKEN:**

**MOTION:**

Director Duran made a motion to authorize the General Manager to execute a contract with a consultant for communication and outreach services in an amount not to exceed \$60,000. Secretary Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER. 2021-3145**

- 4.3 Cancel the Regular Board Meetings on Tuesday, November 23, and December 28, 2021, Due to Proximity to District Observed Holidays

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After discussion, it was decided to keep the regularly scheduled Board Meeting of November 23, 2021, and to cancel the Board Meeting of December 28, 2021.

**ACTION TAKEN:**

**MOTION:**

Director Duran made a motion to cancel the December 28, 2021 Board Meeting due to the proximity of a District observed holiday. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER. 2021-3146**

- 4.4 Discuss the Redistricting Process and Timeline in Preparation for November 2022 General Election, Direct Staff to Publish Notice of Public Hearing #1, and Conduct Outreach to inform Public of opportunity to Provide Input

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The California Voting Rights Act (CVRA) was enacted in 2001 to address disparities between ethnic demographics and elected officials. The CVRA prohibits special districts like VSD from using the “at-large” method of election that may impair the ability of a protected class from electing candidates of its choice or influencing the outcome of an election to their benefit. In April 2020, the Board adopted an ordinance providing for the election of members of the Board by five wards (divisions), establishing the boundaries and identification number of each ward, establishing the election order of each ward, and directing staff to notify the Riverside County Registrar of Voters. Every ten years, local governments use new census data to redraw their voting division lines to reflect how local populations have changed. The divisions must be redrawn so that each one is substantially equal in population. This process, called redistricting, is important in ensuring that each elected official represents about the same number of constituents. The Census data released in September showed a significant increase to Division A thus 2,000 population will be reallocated from Division A and allocated to other divisions. California law requires that special districts engage their communities in the redistricting process by holding public hearings workshops and doing public outreach. The District will notify the public about redistricting hearings, post maps online before adoption as well as all relevant information about the redistricting process. Senate Bill 594, approved by Governor Newsom on September 27, 2021, requires that VSD

complete its redistricting process and adopt a resolution defining the new division boundaries no later than April 17, 2022. Public Hearing #1 will be held on January 11, 2022, at the VSD Board Room at 1:00 p.m.

**ACTION TAKEN:**

**MOTION:** Director Duran made a motion to direct staff to publish a notice of a Public Hearing for January 11, 2022, to consider draft maps of revised Election Division Boundaries, conduct outreach to inform the public of the redistricting process and opportunity to provide input. Vice President Coleman seconded the motion.

Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2021-3147**

**5. GENERAL MANAGER'S ITEMS**

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Beverli updated the Board on the Tardigrade Water Bear Contest. She stated that she has had one (1) class submit their name selection. The survey is still ongoing. Once the name is selected the District will announce it as a press release.

**6. COMMITTEE REPORTS**

**6.1 East Valley Reclamation Authority Meeting Update**

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Director Teague and Vice President Coleman gave an update on the EVRA meeting held on October 19, 2021. It was determined that Reverse Osmosis (R.O.) Treatment will be needed for the injection project. Staff is continuing with the March 2020 recommendation of exploring tertiary water replenishment along the discharge stormwater channel. Staff would like to invite Coachella Valley Regional Water Management Group members to participate in the project as Technical Reviewers to engage stakeholder collaboration. The next steps for staff are to prepare an RFP for the feasibility study of tertiary recycling water percolation along the stormwater channel.

**7. DIRECTOR'S ITEMS**

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None.

**8. INFORMATIONAL ITEMS**

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The Board Workshop is scheduled for November 2, 2021, from 9 a.m. to 4 p.m. at the Fantasy Springs Events Center. The Budget & Finance Committee Meeting scheduled for November 2, 2021, has been canceled.

**9. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:04 p.m. The next regular Board meeting will be held on November 9, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District