

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
October 25, 2022**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, October 25, 2022, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

President Sear called the meeting to order at 1:02 p.m.

**2. ROLL CALL**

Directors Present:

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

Staff Present:

Beverli Marshall, Holly Gould, Jeanette Juarez, Ron Buchwald, Dave Commons, Tino Tijerina, Ed Luna, Bob Hargreaves, Best Best & Krieger

Guests Present:

Letitia White, Innovative Federal Strategies  
Drew Tatum, Innovative Federal Strategies  
Jean Denton, Innovative Federal Strategies  
Dr. Bruce Underwood, Healthy Futures

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

*Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item or any item not appearing on the agenda.*

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Dr. Bruce Underwood, Healthy Futures, Inc., gave public comment.

**5. CONSENT CALENDAR**

5.1 Approve Meeting Minutes of October 11, 2022

5.2 Approve Warrants for October 25, 2022

5.3 Receive and File Credit Card Report for September 30, 2022

- 5.4 Monthly Revenue & Expense Report for the Period Ending September 30, 2022
- 5.5 Declare 2009 Ford Crew Cab 4x4 Surplus Equipment and Authorize the General Manager to Dispose of it as Appropriate
- 5.6 Accept Grant of Easement Located at 45761 Flower Street, Indio, CA, and Authorize the General Manager to Sign a Certificate of Acceptance
- 5.7 Cancel the Regular Board Meeting on Tuesday, December 27, 2022, Due to its Proximity to the District Observed Holiday

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The Board requested item 5.5 be removed from the Consent Calendar and brought back at a future meeting with more information.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve the presented consent calendar items 5.1-5.4 and 5.6-5.7. Vice President Canero seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Coleman, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2022-3242**

**6. NON-HEARING ITEMS**

- 6.1 Receive Update from Innovative Federal Strategies, LLC on Federal Legislative Issues

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Letitia White, Drew Tatum, and Jean Denton of Innovative Federal Strategies updated the Board on what is going on in Washington, D.C., and what to expect in the next few months.

- 6.2 Authorize the General Manager to Execute a Contract with VM Mechanical Air Conditioning and Heating for the Purchase and Installation of a 10-ton HVAC Unit for the Blower Room Building in an Amount Not to Exceed \$27,825

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Currently, the District has one 12-Ton HVAC unit supplying air to the Blower Room, sufficient to provide cooling in the past. In 2020, a second blower was installed to provide additional air to the Aeration Basins. The required operation of two blowers affects the heat load mixed with extreme ambient temperatures, causing the equipment to overheat and run at higher temperatures. The subjection of high temperatures to the equipment will result in premature failure and loss of air supply to the processing in the District's Aeration Basin. Staff recommends adding a second 10-ton HVAC unit to the Blower Room to help combat the higher temperatures.

**ACTION TAKEN:**

**MOTION:**

Vice President Canero motioned to authorize the General Manager to execute a contract with VM Mechanical Air Conditioning and Heating to purchase and install a 10-ton HVAC unit for the Blower Room Building in an amount not to exceed \$27,825. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3243**

- 6.3 Authorize the General Manager to Issue a Purchase Order for a Combination Sewer Cleaning Truck from Haaker Equipment in an Amount Not to Exceed \$619,163.77

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The District currently has two combination sewer cleaning trucks; a 2014 Vactor/Kenworth truck, the primary unit, and a 2003 International truck, the backup unit that continually experiences maintenance issues. Purchasing a new combination sewer cleaning truck will allow the 2014 truck to become the backup, and the 2003 truck will be sold. The proceeds will partially offset the cost of the new truck. Staff has solicited information from various manufacturers of combination cleaning units, including combination units that are recyclers. Recycler units have been modified to use the wastewater from sewer mains as the water source for jetting sewer mains, which saves money (domestic water charges) and staff time to fill water tanks on the units. After many demonstrations, it was determined that a Recycler unit would not benefit the needs of the Valley Sanitary District. Staff recommends a traditional truck like those purchased in the past.

**ACTION TAKEN:**

**MOTION:**

Director Duran motioned to authorize the General Manager to issue a purchase order for a Combination Sewer Cleaning Truck from Haaker Equipment in an amount not to exceed \$619,163.77. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2022-3244**

- 6.4 Authorize the General Manager to Execute a Contract with NBS to Perform a Sewer Rate Study Update and Capacity Fee Study in an Amount Not to Exceed \$79,640

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On April 19, 2022, staff presented the fiscal year 2022/23 proposed budget with changes that impacted the financial plan. The changes were significant in that they impacted the fiscal year 2021/22 rate study and fee schedule. The changes were primarily Capital Improvement Project (CIP) driven. The budgetary shortfall is due to inflationary costs, debt service requirements, and regulatory requirements impacting the capital improvement prioritization Valley Sanitary District schedule. Projects are being delayed or postponed, which will only increase the cost of completing these already urgent projects in the long term. Updating the rate study will allow ample time for the Board to review an updated financial

plan and meet Proposition 218 notice requirements should the Board of Directors deem it necessary to adjust the rate schedule.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Coleman motioned to authorize the General Manager to execute a contract with NBS to perform a Sewer Rate Study Update and Capacity Fee Study in an amount not to exceed \$79,640. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Sear, Teague

NOES: Duran

**MINUTE ORDER NO. 2022-3245**

**6.5 Award Contract to GRBCON in an Amount Not to Exceed \$2,317,866 for the Indio Downtown District Sewer Improvement Project**

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Vice President Canero recused herself from the discussion and vote due to owning property in the proximity of the project. The second improvement project in the Collection System Rehabilitation project consists of sewer main rehabilitation, manhole rehabilitation, and sewer main replacement in the downtown area near Jackson Street and Requa Street. Project work will also include traffic control, temporary bypassing of sewer flows, and cleaning and repairing the sewer mains. The project was out to bid on August 29, 2022 and closed on October 12, 2022. A total of three contractors submitted sealed bids to the District. One of the bidders (Van Dyck) did not comply with bid instructions and therefore was disqualified. The lowest responsible bidder was GRBCON, Inc., with a bid of \$2,317,866. The Engineer's Estimate came in at \$2,745,358.

**ACTION TAKEN:**

**MOTION:** Director Duran motioned to award a contract to GRBCON in an amount not to exceed \$2,317,866 for the Indio Downtown District Sewer Improvement Project. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Coleman, Duran, Sear, Teague

NOES: None

Recuse: Canero

**MINUTE ORDER NO. 2022-3246**

**7. GENERAL MANAGER'S ITEMS**

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The Directors gave their RSVPs for the upcoming community events; College of the Desert's State of the College, Coachella Valley History Museum's Día de Los Muertos, and the City of Indio's State of the City.

**8. COMMITTEE REPORTS**

**8.1 Community Engagement Committee Report for October 19, 2022**

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Chairperson Sear and Committee Member Canero updated the Community Engagement Committee meeting on October 19, 2022. The Committee received an update with Townsend Public Affairs and discussed adopting Legislative Guidelines for 2023, discussed the updates from CV Strategies and the Communications and Public Outreach Request for Proposals, received an update on the public outreach for the Recycled Water Project- Phase I, and the cancellation of the State of the District event.

## **9. DIRECTOR'S ITEMS**

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The Board suggested scheduling a Board Workshop to review the Strategic Plan after the new Board Member is sworn in.

## **10. INFORMATIONAL ITEMS**

### **10.1 Information Regarding New Procurement Software OpenGov**

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In the fiscal year 2022/23, one of the Administration's Departmental goals is to procure an enterprise resource system that can streamline the District purchasing processes from RFP development, supplier engagement, and contract award. The District reviewed three (3) different options and selected OpenGov Procurement as the best option based on the one-module software, unlimited users, cloud-based support, and continued training options.

## **11. PUBLIC COMMENT**

Please notify the Clerk of the Board in advance of the meeting if you wish to speak on an item to be discussed in Closed Session.

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None.

**President Sear called for a short recess at 2:47 p.m. The Board of Directors reconvened at 2:51 p.m. Roll call was taken, and all Directors were present.**

## **12. CONVENE IN CLOSED SESSION**

Items discussed in Closed Session comply with the Ralph M. Brown Act.

12.1 Conference with Legal Counsel – Discussion to Consider Initiation of Litigation Pursuant Government Code Section 54956.9 (d)(2) Under existing facts and circumstances, legal counsel believes that there is significant exposure to litigation.

12.2 Public Employee Performance Evaluation  
Pursuant to Government Code Section 54957(b)(1)  
Title: General Manager

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The Board adjourned to Closed Session at 2:52 p.m.

**13. CONVENE IN OPEN SESSION**

Report out on Closed Session items

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The Board reconvened in open session at 3:49 p.m. President Sear stated there was nothing to report.

**14. ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 3:50 p.m. The next regular Board meeting will be on November 8, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District