

**VALLEY SANITARY DISTRICT  
MINUTES OF SPECIAL BOARD MEETING  
February 20, 2024**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, February 20, 2024, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Directors Present:

Debra Canero, Mike Duran, William Teague

Directors Absent:

Scott Sear

Staff Present:

Jason Dafforn, General Manager; Ron Buchwald, District Engineer; Jeanette Juarez, Chief Administrative Officer; Holly Gould, Clerk of the Board; and Craig Hayes, Best Best & Krieger

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS**

**4.1 P3 Conference Highlights**

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This item was postponed to a future board meeting.

**4.2 Presentation of California Society of Municipal Finance Officer (CSMFO) Operations Budget Excellence Award**

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President Canero presented Jeanette Juarez, Chief Administrative Officer, with the 2024 CSMFO Operating Budget Excellence Award. The Board thanked and congratulated staff on their hard work and achievement.

**5. PUBLIC COMMENT - None**

**6. CONSENT CALENDAR**

- 6.1 Approve the Minutes for the Board of Directors Regular Meeting held January 23, 2024, and the Special Meeting Minutes for January 30, 2023
- 6.2 Approve Warrants for February 13, 2024
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**ACTION TAKEN:**

**MOTION:** Director Duran motioned to approve the consent calendar as presented. Director Teague seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Duran, Teague  
NOES: None  
**MINUTE ORDER NO. 2024-3366**

**7. NON-HEARING ITEMS**

- 7.1 Review the Continuing Disclosure Annual Reports for Fiscal Year 2022/23 \$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015, and \$8,848,000 Assessment District No. 2004-VSD (Shadow Hills Interceptor) Limited Obligation Improvement Bond, Series 2005

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Jeanette Juarez, Chief Administrative Officer, presented the Continuing Disclosure Annual Reports for the \$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015, and the \$8,845,000 Assessment District No. 2004-VSD (Shadow Hills Interceptor) Limited Obligation Improvement Bonds, Series 2005. Governments or governmental entities (Issuers) issuing bonds must meet specific continuing disclosure standards outlined in Continuing Disclosure Agreements (CDA). Under these contractual agreements, the Issuer commits to provide specific financial information and notices of listed events to the marketplace. Pursuant to the Continuing Disclosure Certificates, the Continuing Disclosure Annual Reports are due by February 15 each year. The District is within its debt ratio and has met all payments.

- 7.2 Review the Annual Debt Transparency Report Submitted to the California Debt and Investment Advisory Commission (CDIAC) for the 2022 Installment Sale Agreement \$71,000,000 Recycled Water Project Phase 1

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Jeanette Juarez, Chief Administrative Officer, reported that all California state and local public debt issuers must submit an annual debt transparency report to the California Debt and Investment Advisory Commission ("CDIAC"). The report is due by January 31 of each year for any debt outstanding at any point during the prior fiscal year. The District is within its debt ratio and has met all payments for its Bank of America loan.

- 7.3 Election of Vice President for the Calendar Year 2024

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Due to the resignation of Jacky Barnum the office of Vice President is vacant. The purpose of this election is for the Board of Directors to elect a Vice President for the calendar year 2024.

**ACTION TAKEN:**

**MOTION:** Director Teague motioned to elect Director Mike Duran as Vice President for calendar year 2024. President Canero seconded the motion. Motion carried by the following roll call vote:  
AYES: Canero, Duran, Teague  
NOES: None  
**MINUTE ORDER NO. 2024-3367**

7.4 Receive an Update on Board of Director Recruitment

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Jason Dafforn, General Manager, gave an update on the Board of Director recruitment for Division A. He informed the Board that the notice of vacancy has been issued, and applications are available on the District website and in the Administration office. Staff will host an Open House on February 22 for interested candidates. Mr. Dafforn stated the application due date is March 6, and the interviews and appointment will be March 12, 2024. No applications have been received to date.

8. **GENERAL MANAGER'S ITEMS**

8.1 Receive Monthly General Managers Report for January 2024

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The Board received the monthly General Managers Report for January 2024.

9. **COMMITTEE REPORTS**

9.1 Draft Minutes of the Operations Committee Meeting – February 6, 2024

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Staff presented the operations Committee with the Ammonia Removal Pilot Study presentation that was given at the Tri-State Seminar in Las Vegas. The Committee also received an update on the Capital Improvement Projects. Once the vacancy is filled, President Canero wants staff to present the Ammonia Removal Pilot Study to the full Board.

10. **DIRECTOR'S ITEMS**

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Vice President Duran stated that he had been attending a water program through UC Riverside. President Canero reported on the Coachella Valley History Museum tour. She also informed the Board that she has asked the District Counsel to review the General Manager's evaluation to keep with the evaluation timeline. President Canero and Jason Dafforn will be in Washington, D.C., from February 25-29, 2024, to attend the CASA DC Forum.

11. **INFORMATIONAL ITEMS**

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The District will host Indio High School students for an all-day tour on February 21, 2024. Mr. Dafforn distributed the updated fact sheets that can be given at conferences and funding opportunities. Senator Padilla will host an Open House on March 2, 2024, for his new office on Dr. Carreon in Indio.

**12. ADJOURNMENT**

With no further business to discuss, the meeting adjourned at 1:40 p.m. The next regular Board meeting will be on February 27, 2024.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District