



Board of Directors Regular Meeting
Tuesday, October 12, 2021 at 1:00 PM
Valley Sanitary District Board Room
45-500 Van Buren Street, Indio, CA 92201

Members of the public wanting to participate in the open session of the meeting may do so via the following Zoom link: <https://us06web.zoom.us/j/82015763607> Meeting ID: 820 1576 3607 or by calling 253-215-8782. Members of the public wanting to address the Board may do so up until the public comment period is closed at the meetings.

Page

1. CALL TO ORDER

- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. October Employee Anniversaries
 - Holly Gould, Human Resources Specialist - 12 years
 - Grant Fournier, Collection System Technician I - 2 years

2. PUBLIC COMMENT



This is the time set aside for the public to address the Board of Directors


3. CONSENT CALENDAR

Consent calendar items are expected to be routine and noncontroversial, to be acted upon by the Board of Directors at one time, without discussion. If any Board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.

- | | | |
|------|--|---------|
| 3.1. | Approve September 14, 2021, Regular Meeting Minutes
3.1 14 Sep 2021 Meeting Minutes.pdf  | 5 - 9 |
| 3.2. | Approve Warrants for September 8 through October 6, 2021
3.2 Warrants 9-14-2021.pdf 
3.2 Warrants 10-12-2021.pdf  | 10 - 13 |
| 3.3. | Accept Monthly Financial Report for Period Ending August 31, 2021
3.3 Staff Report Monthly Financial Report for Aug 2021.pdf 
3.3 Attachment A Monthly Income Statement - August 2021.pdf 
3.3 Attachment B Budget Variance Report.pdf 
3.3 Attachment C Summary of Cash and Investments - August 2021.pdf  | 14 - 19 |
| 3.4. | Accept Credit Card Report for Period Ending August 31, 2021
3.4 Staff Report Credit Card Statement Aug 2021.pdf 
3.4 Attachment A Credit Card Report August 2021.pdf 
3.4 Attachment B Credit Card Statement August 2021 Redacted.pdf  | 20 - 27 |

4. NON-HEARING ITEMS

- | | | |
|------|---|---------|
| 4.1. | Superior Protection Consultants Contract Amendment to Extend Services
4.1 Staff Report SPC Contract Extension of Services.pdf 
4.1 Attachment A Amendment to scope of work for VSD.pdf  | 28 - 31 |
| 4.2. | EOA NPDES Permit Implementation Consulting Services
4.2 Staff Report EOA NPDES Permit Implementation.pdf 
4.2 Attachment A EOA NPDES Permit Implementation Proposal.pdf  | 32 - 38 |
| 4.3. | Secondary Water Pump Rehabilitation
4.3 Staff Report Secondary Water Pump Assembly.pdf  | 39 - 41 |

[4.3 Attachment A G3 Engineering Quote \(Floway Secondary Water Assembly\).pdf](#) 

- 4.4. Authorize General Manager to Apply for Financing Through the California Infrastructure and Economic Development Bank (IBank) for the Training & Office Building and Laboratory Building 42 - 89

[4.4 Staff Report IBank Invitation To Apply.pdf](#) 

[4.4 Attachment A CIP 5 years.pdf](#) 

[4.4 Attachment B Sample Schedule.pdf](#) 

[4.4 Attachment C B of A Borrowing.pdf](#) 

[4.4 Attachment D Board-Approved-Final-ISRF-Criteria.pdf](#) 

[4.4 Attachment E ISRF-Loan-Rate-Setting-Guidelines.pdf](#) 

[4.4 Attachment F FAQ.pdf](#) 

- 4.5. Authorize the General Manager to Execute a Contract with Engineering Solutions Services, Inc. for As-Needed Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000 90 - 101

[4.5 Staff Report Engineering Solutions Services for Grant Assistance.pdf](#) 

[4.5 Attachment A ESS Information Brochure.pdf](#) 

5. GENERAL MANAGER'S ITEMS

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


- 5.1. Monthly General Manager's Report - August 2021 102 - 113

[5.1 Staff Report GM Report August 2021.pdf](#) 

[5.1 Attachment A Admin Services Report August.pdf](#) 

[5.1 Attachment B NPDES Report for August.pdf](#) 

[5.1 Attachment C Collection Services Report October.pdf](#) 

[5.1 Attachment D Development Services Report September 2021.pdf](#) 

[5.1 Attachment E Capital Improvement Program Update for](#)

6. COMMITTEE REPORTS

- 6.1. Operations Committee - October 5, 2021 Regular Meeting Minutes 114 - 115

[6.1 5 Oct 2021 Operations Meeting Minutes.pdf](#) 

7. 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.

8. INFORMATIONAL ITEMS

- 8.1. Recognize October 23, 2021, as National Prescription Drug Take Back Day. In October 2020, National Take Back Day events took back 985,392 lbs. (492.7 tons) of prescription drugs at over 4,500 collection sites. To find a place to take prescriptions that you no longer need or use, go to the DEA website search at: <https://apps2.deadiversion.usdoj.gov/pubdispsearch/spring/main?execution=e1s1>.

9. ADJOURNMENT

Pursuant to the Brown Act, items may not be added to this agenda unless the Secretary to the Board has at least 72 hours advance notice prior to the time and date posted on this notice.

UNOFFICIAL UNTIL APPROVED

VALLEY SANITARY DISTRICT MINUTES OF REGULAR BOARD MEETING

September 14, 2021

Valley Sanitary District conducted this meeting in accordance with California Governor Newsom's Executive Orders N-29-20 and COVID-19 protocols.

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, September 14, 2021, at 45-500 Van Buren St., Indio, CA 92201.

1. **CALL TO ORDER**

President Sear called the meeting to order at 1:03 p.m.

1.1 Roll Call

Directors Present:

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

Staff Present:

Beverli Marshall, General Manager, Holly Gould, Jeanette Juarez, Ron Buchwald, Anna Bell, Ed Luna, Scott Graham, Tino Tijerina, Marin Gutierrez, Carlos Acevedo, and Craig Hayes, Best Best & Krieger

1.2 Pledge of Allegiance

1.3 September Employee Anniversaries

- Scott Graham, Wastewater Operator II – 31 years
- Marin Gutierrez, Collection System Technician I – 2 years

1.4 New Employee Introduction

- Carlos Acevedo – Collection System Technician I

The Board congratulated Scott and Marin for their hard work and years of dedication to the District. The Board also welcomed the District's newest employee, Carlos.

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.

None.

3. **CONSENT CALENDAR**

3.1 Approve August 24, 2021, Regular Meeting Minutes

1

Board Meeting of September 14, 2021

Approved:

UNOFFICIAL UNTIL APPROVED

- 3.2 Approve Warrants for August 19 through September 8, 2021
- 3.3 Quarterly Investment Report for Period Ending June 30, 2021
- 3.4 Cancel Regular Board meeting on Tuesday, September 28, 2021, Due to Directors Attending the Special District Leadership Academy in South Lake Tahoe, CA

Item 3.3 was pulled from the consent calendar for further discussion.

ACTION TAKEN:

MOTION: Director Duran made a motion to approve items 3.1, 3.2, and 3.4 of the consent calendar, as presented. Director Teague seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2021-3132

- 3.3 Quarterly Investment Report for Period Ending June 30, 2021

Item 3.3 was pulled from the consent calendar for further discussion. Jeanette Juarez, Business Services Manager, reported that the State of California Government Code section 53646(b) requires agencies to present to the Board of Directors a report of its investments on at least a quarterly basis. As of June 30, 2021, VSD had \$55.6 million invested in LAIF and \$1.09 million invested in CalTRUST.

ACTION TAKEN:

MOTION: Director Duran made a motion to accept the Quarterly Investment Report for period ending June 30, 2021. Secretary Canero seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2021-3133

4. NON-HEARING ITEMS

- 4.1 Authorize the General Manager to Execute a Contract with Borden Excavating, Inc. for the Abandonment of 5 Irrigation Laterals in an Amount Not to Exceed \$10,438

Ron Buchwald, Engineering Services Manager, explained that there are five (5) existing irrigation laterals that connect to the pond return main that were used to irrigate 29 Palms Band of Mission Indians (BOMI) Tribal property as well as Cabazon BOMI Tribal property. The District no longer irrigates either property due to secondary water regulations. The five (5) irrigation lines are active and end on Tribal property. The 29 Palms BOMI is currently developing their property with plans of constructing large warehouses. Staff recommends abandoning these irrigation laterals to avoid the possibility of secondary pond water flooding Tribal property if they are hit during construction. Staff solicited proposals from two contractors who have done work for the District recently. Borden Excavating's proposal was the lowest at \$10,438.

UNOFFICIAL UNTIL APPROVED

ACTION TAKEN:

MOTION:

Director Duran made a motion to authorize the General Manager to execute a contract with Borden Excavating, Inc. for the abandonment of five (5) irrigation laterals in an amount not to exceed \$10,438. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2021-3134

- 4.2 Authorize the General Manager to Apply for Financing Through the California Infrastructure and Economic Development Bank (IBank) for the Training and Office Building and Laboratory Building

IBank has completed its review of the audited financial statements and other materials provided in connection with the financing requested by the District for the Training and Office Building and Laboratory Building Project. IBank has extended the District an invitation to apply for financing under IBank's Infrastructure State Revolving Fund Program. Once the application is submitted, IBank will complete its review and underwriting of the Requested Financing generally within 90 days of receipt of the District's completed ISRF financing application. A discussion took place as to why staff chose to go with IBank as opposed to issuing of bonds or loan through a commercial bank. The Board would like to see further information on other financial institutions before making a motion on the item. This item will be brought back at the next board meeting.

- 4.3 Authorize the General Manager to Enter into a Rental Agreement for a Modular Office Building for a 24-Month Period for a Total Amount Not to Exceed \$30,000

Anna Bell, Acting Facility Operations Manager, requests that the Board authorize the rental of a 12 x 60 mobile modular office building to provide temporary offices for maintenance staff until completion of the proposed training facility. Due to the location of the supplier being the nearest and most cost-saving in transportation fees, this is a sole-source procurement. Upon completion of the new training facility and relocation of staff, the rental agreement of the modular office building will terminate.

ACTION TAKEN:

MOTION:

Director Duran made a motion to authorize the General Manager to enter into a rental agreement for a 12 x 60 mobile modular office building for a 24-month period for a total amount not to exceed \$30,000 (including tax and delivery).

Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER. 2021-3135

- 4.4 Authorize the General Manager to Execute a Contract with Trimax to Update all Panel and Loop Drawings Related to the Programmable Logic Controller (PLC) and Supervisory Control and Data Acquisition (SCADA) System in an Amount Not to Exceed \$30,495

UNOFFICIAL UNTIL APPROVED

Tino Tijerina, Maintenance Supervisor, informed the Board that Trimax has upgraded various equipment controls and added programming to the PLC and SCADA system that hasve improved the performance of the plant process. Trimax is the sole SCADA integrator for the District. Staff requests that the Board authorize Trimax to upgrade the panel and loop drawings for an amount not to exceed \$30,495 (including tax and delivery).

ACTION TAKEN:

MOTION:

Director Duran made a motion to authorize the General Manager to contract Trimax to upgrade all panel and loop drawings related to the PLC and SCADA system in an amount not to exceed \$30,495 (including tax and delivery). 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. 2021-3136

4.5 Wastewater COVID-19 Sampling Program Continuation

Beverli Marshall and Anna Bell provided an update on the District's continued participation in the HHS-Protect Wastewater COVID-19 Surveillance Program. The Board asked if our results can be compared to Palm Springs. They also wanted to know if samples could be taken from different parts of the city for more accurate reporting. The Board expressed their desire to continue this program.

4.6 Discuss Year End Audit Progress for the Fiscal Year Ending June 30, 2021

Jeanette Juarez reported that this year the District contracted Davis Farr LLP as the independent auditing firm. The auditors were onsite completing their fieldwork from August 24 -26, 2021. The auditors estimate to have financials ready for review by September 10, 2021. Jeanette met with the auditing partner assigned to this engagement, Jonathan Foster, to review auditor-identified entries. The auditor identified three (3) entries; Other Postemployment Benefits (OPEB) prior period adjustment (Material and will be required to be reported), additional payroll accrual entry (not material), and a reclassification of certain payables as prepaid expenses (not material). ~~Following the results of the entries, it was determined by~~ the auditor determined that a prior period adjustment will have to be executed for the OPEB implied subsidy liability that was not included in the FY20 financial statements. It was determined that the previous auditors used an earlier version of the actuarial valuation report to calculate the entry for the OPEB liability instead of an updated report. The auditor will include a statement disclosing that a previously issued financial statement(s) has been restated for the correction of a material misstatement in the respective period and a reference to the note(s) to the financial statements that discuss the restatement. The adjustment is a non-cash adjustment and will not impact cash flow. This adjustment will change the net position. Director Coleman requested that staff discuss with Davis Farr LLP quality control, so this type of oversight does not reoccur. A discussion took place on the complacency of the auditing firms and switching actuaries. The engagement partner will provide the information to the Board once the financials are complete and approved.

UNOFFICIAL UNTIL APPROVED

5. **GENERAL MANAGER'S ITEMS**

5.1 Monthly General Manager's Report – July 2021

- Administrative Services
- Operations & Maintenance
- Development Services
- Collection Services
- CIP Project Update

6. **COMMITTEE REPORTS**

6.1 Budget & Finance Committee – September 7, 2021, Regular Meeting Minutes

The Budget & Finance Committee Chairperson, Dennis Coleman, gave a brief overview of the committee meeting held September 7, 2021.

7. **DIRECTOR'S ITEMS**

Director Duran request to meet with Beverli to get more information on IBank. Director Teague inquired about when the date of the next EVRA ~~meeting will be held.~~

8. **INFORMATIONAL ITEMS**

For the Directors attending the Leadership Conference in Lake Tahoe, Beverli will keep updated on the wildfire situation. Director Canero asked if the scholarship check had been dispersed yet.

9. **ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:13 p.m. The next regular Board meeting will be held on October 12, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

DISBURSEMENTS
Approved at the Board Meeting of
September 14, 2021

39613	Downing Construction, Inc	*IPS rehab project progress payment #4 - June 2021	\$12,864.86
39613	Downing Construction, Inc	*IPS rehab project progress payment #4 - July 2021	\$27,007.52
39614	MidAmerica	Qtr 2 Admin/Platform Fee - 04/01/2021-06/30/2021	\$225.00
39615	Accountemps	Temporary Staffing for week ending 08/20/2021	\$802.47
39615	Accountemps	Temporary Staffing for week ending 08/27/2021	\$552.66
39616	Air & Hose Source, Inc.	D.O.T. compression NPT, coupler, hydrant wrench	\$229.46
39617	Aqua Staffing	Temporary Staffing for week ending 08/13/2021	\$3,546.00
39618	Beverli Marshall	Travel & training reimbursement - AWWA Conference	\$294.03
39618	Beverli Marshall	Travel & training reimbursement - CASA Conference	\$285.05
39619	Caltest Analytical Laboratory	Weekly (NPDES 2015-2020) testing	\$163.85
39619	Caltest Analytical Laboratory	Weekly (NPDES 2015-2020) samples	\$266.45
39619	Caltest Analytical Laboratory	Monthly Samples - 08/19/2021	\$1,047.35
39620	Cassidy Laughy	Travel Reimbursement - Tri-State Seminar	\$676.85
39621	Consolidated Electrical Distributors, Inc.	IND fuse	\$175.07
39622	Creative Juicez	2nd payment for logo services	\$1,450.00
39623	Denali Water Solutions	Biosolids hauling - July 2021	\$7,032.00
39624	Dennis Coleman	CASA conference reimbursement 8/10/2021-8/13/2021	\$338.58
39625	Desert Arc	Janitorial Services - July 2021	\$3,333.68
39625	Desert Arc	Replace Valve	\$250.00
39626	Eduardo Luna	Travel Reimbursement - Tri-State Seminar	\$550.37
39627	Facilities Protection Systems	Preventative maintenance 7/1/2021-6/30/2022	\$4,200.00
39628	Ferguson Enterprises #1350	PVC S80 pipe, strut clamp, couplers	\$42.09
39628	Ferguson Enterprises #1350	PVC S80 pipe, PVC adapters	\$39.21
39629	Franklin Truck Parts, Inc.	Oil filler cap	\$27.04
39630	Fulton Distributing Co.	Filters, liners, roll towels	\$303.46
39631	Grainger	Tool bags	\$202.39
39631	Grainger	Sports drink mix	\$27.02
39631	Grainger	Sports drink mix	\$133.53
39632	Grant Fournier	Tuition reimbursement for summer 2021 courses	\$312.00
39632	Grant Fournier	Tri-State seminar reimbursement 08/09/2021-08/12/2021	\$616.14
39633	Haaker Equipment Company	Y strainer	\$96.79
39634	Hach Company	Nitrate ionic	\$203.87
39635	Harris & Associates	PADM for collection system infr prog - ph. 2 - July 2021	\$25,977.50
39636	Healthy Futures, Inc.	Wellness services - August 2021	\$1,500.00
39637	Hector Guzman	Travel Reimbursement - Tri-State Seminar	\$562.26
39638	Indio Water Authority	EVRA Contribution 07/01/2021-06/30/2022	\$25,000.00
39639	Ivan Monroy	ECI Grade 2 certification exam fee reimbursement	\$195.00
39639	Ivan Monroy	Safety boot reimbursement	\$163.11
39640	Kaman Industrial Technologies	Gearbox	\$27.67
39640	Kaman Industrial Technologies	Gearbox oil seal	\$142.06
39641	Liebert Cassidy Whitmore	Employment Relations Consortium - 07/01/2021-06/30/2022	\$5,060.00
39642	Lorraine Shinnette	Travel Reimbursement - Tri-State Seminar	\$560.90
39643	Marin Gutierrez	Tri-State seminar reimbursement 08/09/2021-08/12/2021	\$589.50
39644	Masters Refreshment Services LLC	Water delivery - 08/23/2021	\$177.55
39645	McMaster-Carr Supply Co.	Mobil gear oil, 2 gallons	\$254.13
39646	Mike Duran	CASA conference reimbursement 08/10/2021-08/13/2021	\$360.90
39647	Municipal Resource Group, LLC	Training services - July 2021	\$3,050.00
39648	Nicholas Dean	Travel Reimbursement - Tri-State Seminar	\$568.30
39649	Plaza Towing	Heavy tow VSD to Westrux International	\$1,500.00
39650	Plumbers Depot Inc.	Repair to OZ 3 camera done 07/28/2021	\$1,665.26
39651	Polydyne, Inc.	Polymer delivery - 08/23/2021	\$3,624.31
39651	Polydyne, Inc.	Polymer delivery - 08/25/2021	\$7,248.62
39652	Praxair Distribution, Inc.	Cylinder rental - 07/20/2021-08/20/2021	\$140.90
39653	Rudy's Pest Control	Gopher control - 08/19/2021	\$106.96
39654	Scott Sear	CASA conference reimbursement 08/10/2021-08/13/2021	\$360.90
39655	Siemens Industry, Inc.	Ultrasonic hand programmer	\$82.65
39655	Siemens Industry, Inc.	Hydroranger 200	\$2,081.48
39656	Southern California Boiler, Inc.	Boiler maintenance contract - August 2021	\$1,004.99
39657	Southwest Plumbing, Inc.	Replace #1 and #2 springs; backflow parts, labor	\$390.00
39658	Staples Advantage	New charges - August 2021	\$287.83
39659	Thomas Scientific	Sodium hydroxide pellets	\$12.69
39659	Thomas Scientific	TSB tube, hazmat fee	\$80.92
39659	Thomas Scientific	Phosphate buffered water	\$70.58
39660	Tops 'N Barricades Inc.	Lime safety vests	\$64.11
39661	Underground Service Alert	Board Fee - September 2021	\$68.64
39661	Underground Service Alert	Dig alerts - September 2021	\$158.50
39662	United Refrigeration Inc.	V belt, evap cooler pad, pillow block sleeve	\$49.16
39663	United Way of the Desert	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$20.00
39664	Univar Solutions	Sodium Hypochlorite - delivered 08/18/2021	\$6,591.33

39664 Univar Solutions	Sodium Bisulfite delivery - 08/21/2021	\$5,073.63
39665 USA Blue Book	Circular Chart Paper	\$223.38
39665 USA Blue Book	Sludge Judge	\$197.56
202108241 UPS	Shipping charges as of 08/09/2021	\$406.14
202108242 CalPERS Retirement	GASB-68 reporting services fee	\$700.00
202108251 Umpqua Bank	New charges - July 2021	\$28,210.40
202108252 Nationwide Retirement Solution	PR 07/23/2021 - 08/05/2021 PD 08/13/2021	\$1,375.00
202108261 Purchase Power	Refill postage machine - 08/12/2021	\$208.99
202108262 Cintas Corp	Uniforms, mats, towels, etc - 08/05/2021	\$618.02
202108262 Cintas Corp	Uniforms, mats, towels, etc - 08/12/2021	\$625.53
202108262 Cintas Corp	Uniforms, mats, towels, etc - 08/19/2021	\$706.20
202108262 Cintas Corp	Uniforms, mats, towels, etc - 08/26/2021	\$666.71
202108264 Standard Insurance Company	Life and disability insurance - September 2021	\$1,279.71
202108265 CalPERS Health	Health insurance - September 2021	\$40,627.86
202108266 Standard Insurance Company	Dental and vision insurance - September 2021	\$3,442.52
202108271 Paychex - Direct Deposit	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$77,088.98
202108272 Paychex - Fee	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$175.88
202108273 Paychex - Garnishment	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$210.46
202108274 Paychex - Tax	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$33,895.74
202108275 Vantage Point Transfer Agents - ICMA	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$1,370.00
202108276 MassMutual	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$10.00
202108277 Nationwide Retirement Solution	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$1,375.00
202108278 CalPERS 457	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$725.00
202108279 CalPERS Retirement	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$18,604.71
202108301 Indio Water Authority	Hydrant water - July 2021	\$529.40
202108302 Basic	One time ARPA admin fee - 07/27/2021	\$150.00
202108303 Colonial Life	PR 07/23/2021 - 08/05/2021 PD 08/13/2021	\$794.43
202108303 Colonial Life	PR 08/06/2021 - 08/19/2021 PD 08/27/2021	\$794.43
202108311 Domino Solar LTD	Electricity - July 2021	\$9,706.52
202109021 Indio Water Authority	Water Service - July 2021	\$1,644.31
202109041 Verizon Wireless	Cell Service - August 2021	\$1,357.51
202109051 Burrtec Waste & Recycling Svcs	Trash service - September 2021	\$239.34
202109071 Imperial Irrigation District	Electricity - July 2021	\$48,110.61
202109100 CalPERS Retirement	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$18,989.58
202109101 SPOK, Inc.	Pager service - September 2021	\$24.27
202109101 Burrtec Waste & Recycling Svcs	Grit removal - August 2021	\$2,018.06
202109102 Paychex - Direct Deposit	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$73,435.12
202109103 Paychex - Fee	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$175.88
202109104 Paychex - Garnishment	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$789.80
202109105 Paychex - Tax	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$34,750.58
202109106 Nationwide Retirement Solution	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$1,375.00
202109107 MassMutual	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$10.00
202109108 Vantage Point Transfer Agents - ICMA	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$1,370.00
202109109 CalPERS 457	PR 08/20/2021 - 09/02/2021 PD 09/10/2021	\$725.00
202109131 Frontier Communications	Telephone service - September 2021	\$320.92
202109141 Time Warner Cable	Telephone service - September 2021	\$1,154.52
	TOTAL	\$573,376.20

DISBURSEMENTS
Approved at the Board Meeting of
October 12, 2021

39723 ABM Office Solutions, Inc	Cubical rental - September 2021	\$1,476.79
39723 ABM Office Solutions, Inc	Cubical rental - October 2021	\$1,476.79
39724 Accountemps	Staffing for R. Garcia-Nieto week ending 09/17/2021	\$767.58
39724 Accountemps	Staffing of R. Garcia-Nieto week ending 09/24/2021	\$279.12
39725 Alfa Laval Inc.	Belt install tool, seam wire	\$517.50
39726 Alliance Integration	Service Labor - 09/29/2021	\$125.00
39727 American Material Company	Tools for new employees	\$2,733.41
39727 American Material Company	Tools for new employees	\$1,276.29
39728 Analytical Technology, Inc.	Pump drive, autochem sample pump head assy, ci2 sensor	\$591.71
39728 Analytical Technology, Inc.	Autochem sample pump head assy, pump drive, reagent pump	\$1,034.31
39728 Analytical Technology, Inc.	Autochem sample pump head assy, gas sulfite sensor	\$949.18
39729 California CAD Solutions, Inc	DashGIS Census subscription - 10/01/2021-09/30/2022	\$1,350.00
39730 Caltest Analytical Laboratory	Monthly Samples	\$1,047.35
39731 D & H Water Systems	Baldor So2 motors	\$1,580.93
39732 Davis Farr LLP	Second progress billing for auditing services FY ending 6/30	\$8,500.00
39733 Denali Water Solutions	Biosolids hauling - August 2021	\$7,032.00
39734 Desert Hose & Supply	Neoprene sheet, water block fuel filter	\$125.88
39734 Desert Hose & Supply	Pipe coupling, GHM union	\$21.02
39735 Ellicott Dredge Technologies	Switches, cord grips, cables	\$1,693.30
39736 Facilities Protection Systems	Replace 1 motor module and 1 heat detector	\$1,220.00
39737 Ferguson Enterprises #1350	Galvanized ground joint, galvanized steel nipple	\$107.75
39737 Ferguson Enterprises #1350	Galvanized tee, Galvanized joint	\$20.88
39738 Grainger	Door closer	\$84.80
39738 Grainger	Gate valve lockout	\$46.63
39738 Grainger	Photocontrol, threaded	\$8.60
39739 Healthy Futures, Inc.	Wellness services - September 2021	\$1,500.00
39740 Howden Roots LLC	Sealing ring for R101	\$1,488.79
39740 Howden Roots LLC	Inlet temperature sensors	\$2,215.24
39741 Lawson Products, Inc.	Shop restock	\$673.22
39741 Lawson Products, Inc.	Additional shop restock	\$499.00
39742 Masters Refreshment Services LLC	Water delivery - 09/20/2021	\$202.35
39743 Mobile Lube Express, Inc	DOT insp 2004 intl - 09/17/2021	\$125.00
39743 Mobile Lube Express, Inc	DOT insp 2020 Ford F450 - 09/17/2021	\$95.00
39743 Mobile Lube Express, Inc	DOT inspection 2014 Kenworth - 09/17/2021	\$125.00
39743 Mobile Lube Express, Inc	DOT insp 2021 F550 - 09/17/2021	\$95.00
39743 Mobile Lube Express, Inc	DOT insp 2017 E450 - 09/17/2021	\$95.00
39743 Mobile Lube Express, Inc	DOT insp 2021 F750 - 09/17/2021	\$125.00
39744 Municipal Resource Group, LLC	LX evolve training professional development	\$12,000.00
39745 NBS Government Finance Group	Sewer service admin services charge - 10/01/2021-12/31/2021	\$4,259.00
39746 Polydyne, Inc.	Polymer 6266 delivery - 09/23/2021	\$7,248.62
39747 Quinn Company	Test transfer switch - ATS#4	\$1,055.00
39747 Quinn Company	Test transfer switch ATS #3	\$1,055.00
39747 Quinn Company	Test transfer switch ATS # 2	\$1,144.38
39748 SGH Architects Inc	Professional services - office & training bldg July 2021	\$25,035.00
39748 SGH Architects Inc	Professional services - Lab bldg July 2021	\$16,912.50
39748 SGH Architects Inc	Professional services - Office & training bldg August 2021	\$37,552.50
39748 SGH Architects Inc	Professional services - Lab bldg July 2021	\$25,368.75
39749 South Coast A.Q.M.D	Flat fee for FY 21-22 emissions	\$142.59
39749 South Coast A.Q.M.D	Annual Renewal Fees 2021-2022	\$12,614.59
39750 Southern California Boiler, Inc.	Boiler maintenance - September 2021	\$1,004.99
39751 Southwest Networks, Inc.	Computer Labor - 09/01/2021-09/30/2021	\$712.50
39752 Stantec Consulting Services, Inc.	Influent Pump Station Rehab Owners Rep - 08/31/2021	\$6,111.00
39752 Stantec Consulting Services, Inc.	Influent pump station rehab owners rep - May 2021	\$6,302.50
39753 Staples Advantage	New charges - September 2021	\$530.46
39754 Swains Electric Motor Service	10HP submersible pump	\$576.87
39755 Tops 'N Barricades Inc.	Lime T Shirts	\$236.55
39756 Trimax Systems, Inc.	Aeration blower troubleshooting service call	\$975.00
39757 Underground Service Alert	Dig safe board fee - October 2021	\$68.64
39757 Underground Service Alert	Dig alerts - October 2021	\$170.05
39758 United Way of the Desert	PR 09/03/2021 - 09/16/2021 PD 09/24/2021	\$20.00
39759 Univar Solutions	Sodium hypochlorite delivery - 09/27/2021	\$6,963.51
39759 Univar Solutions	Sodium bisulfite delivery - 09/28/2021	\$5,041.01
202109272 Cintas Corp	Uniforms, mats, towels, etc - 4 weeks	\$2,723.56
202109281 CalPERS Health	Health insurance - October 2021	\$32,929.49
202110011 Domino Solar LTD	Electricity - August 2021	\$10,246.05
202110012 Standard Insurance Company	Life an disability insurance - October 2021	\$1,657.38
202110013 Standard Insurance Company	Dental and vision insurance - October 2021	\$3,750.44
202110041 Indio Water Authority	Water - August 2021	\$2,203.63
202110042 Imperial Irrigation District	Electricity - August 2021	\$52,477.01
202110043 Verizon Wireless	Cell service - September 2021	\$815.17
202110044 Cintas Corp	Uniforms, mats, towels, etc - 09/30/2021	\$628.65
202110071 CalPERS 457	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$750.00
202110072 CalPERS Retirement	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$18,877.72
202110081 Paychex - Direct Deposit	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$73,695.28
202110082 Paychex - Tax	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$33,854.93
202110083 Paychex - Garnishment	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$210.46
202110084 Nationwide Retirement Solution	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$1,625.00

202110086	MassMutual	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$10.00
202110087	Vantage Point Transfer Agents - ICMA	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$1,370.00
202110088	Paychex - Fee	PR 09/17/2021 - 09/30/2021 PD 10/08/2021	\$167.29
		Totals	\$452,398.49
		TOTAL	\$0.00
		Difference	\$452,398.49



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Jeanette Juarez, Business Services Manager

SUBJECT: Monthly Revenue & Expense Report for the Period Ending August 31, 2021

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is to present the monthly revenue and expenses to the Board and the public for the District for the month of August 2021.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5: Long-Term Financial Strength.

Fiscal Impact

There is no fiscal impact from this report.

Background

The adopted operating and capital budget for fiscal year 2020/21 includes \$15,850,108 in revenues, \$10,967,155 in operating expenditures.

The attached Monthly Income Summary (Attachment A) and Budget Variance (Attachment B) report compares revenues and expenses to the respective line-item budgets. The report identifies current monthly revenues and expenses as well as fiscal year to date (FYTD) values.

Year to Date Summary

- As of August 31, 2021, the District’s has recorded \$14,202,834 in revenue. The revenues are \$11,561,151 or 437.6% above the FYTD straight line budget. The variance is attributed to recording of the tax roll billing for fiscal year 2021/22.
- As of August 31, 2021, the District has incurred \$1,360,801 in expenditures. The District’s expenditures are \$467,058 or 25.6% under the FYTD straight line budget.

The Summary of Cash and Investments (Attachment C) report details the changes to the fund balances by fund type.

FUND	UNAUDITED FUND BALANCE AS OF 08/31/2021	
OPERATING FUND (FUND 11)	\$	19,453,810
SPECIAL REVENUE FUND (FUND 11 AND FUND 6)		1,097,459
FIDUCIARY FUND (FUND 4)		228,183
CAPITAL IMPROVEMENT FUND (FUND 13)		7,159,595
RESTRICTED CIP FUND (FUND 12)		27,224,139
TOTAL	\$	55,163,186

Recommendation

Staff recommends that the Board receive and file the Revenue and Expense report for the period ending August 2021.

Attachments

- Attachment A: Monthly Income Summary for August 2021
- Attachment B: Budget Variance Report for August 2021
- Attachment C: Summary of Cash and Investments for August 2021

Valley Sanitary District

Monthly Income Summary

August 2021 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
Revenues					
Sewer Service Chgs-Current	\$14,070,060	\$14,070,060	\$13,550,998	104 %	(\$519,062)
Permit & Inspection Fees	\$1,485	\$2,305	\$30,355	8 %	\$28,050
Plan Check Fees	\$950	\$1,550	\$11,671	13 %	\$10,121
Other Services	\$90	\$210	\$0	0 %	(\$210)
Sale of Surplus Property	\$16,891	\$16,891	\$18,115	93 %	\$1,224
Taxes - Current Secured	\$0	\$0	\$1,002,212	0 %	\$1,002,212
Taxes - Current Unsecured	\$0	\$0	\$61,266	0 %	\$61,266
Supple Prop. Taxes - Current	\$0	\$0	\$9,196	0 %	\$9,196
Supple Prop. Taxes - Prior	\$0	\$0	\$8,328	0 %	\$8,328
Interest Income	\$284	(\$1,118)	\$140,906	(1)%	\$142,024
Unrealized gains (losses)	\$0	\$1,067	\$0	0 %	(\$1,067)
Non-Operating Revenues - Fnd 11	\$0	\$0	\$451	0 %	\$451
Interest Income	\$0	(\$2,265)	\$0	0 %	\$2,265
Connection Fees	\$100,011	\$114,719	\$991,610	12 %	\$876,892
Interest Income	\$0	(\$584)	\$25,000	(2)%	\$25,584
Total Revenues	\$14,189,770	\$14,202,834	\$15,850,108	90 %	\$1,647,274

Valley Sanitary District
Budget Variance Report
August 2021

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			Percentage Remaining
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY22 YTD Budget	Favorable (Unfavorable)	
Revenues:								
Operating Revenue	14,602,749	14,189,487	1,216,896	12,972,591	14,205,734	2,433,792	11,771,943	2.7%
Non-Operating Revenue	1,247,359	284	103,947	(103,663)	(2,900)	207,893	(210,793)	100.2%
Total Operating Revenue	15,850,108	14,189,770	1,320,842	12,868,928	14,202,834	2,641,685	11,561,150	10.4%
Operating Expenses:								
Salaries And Wages	3,199,977	229,085	266,665	37,579	422,333	533,330	110,997	86.8%
Director Fee/Payroll Tax-Board	55,756	6,250	4,646	(1,604)	8,150	9,293	1,143	85.4%
Bonus, Awards, Recertification	7,200	100	600	500	1,090	1,200	110	84.9%
Overtime	32,900	2,296	2,742	445	2,981	5,483	2,502	90.9%
Callout	9,500	-	792	792	346	1,583	1,237	96.4%
Standby Pay	38,190	2,936	3,183	247	5,289	6,365	1,076	86.2%
Longevity	41,600	2,677	3,467	790	6,600	6,933	333	84.1%
Retirement Contributions	369,230	21,165	30,769	9,604	38,538	61,538	23,000	89.6%
Fica And Medicare	270,140	16,328	22,512	6,183	31,086	45,023	13,937	88.5%
Unemployment Payments	-	-	-	-	-	-	-	-
Life Insurance	8,477	483	706	223	947	1,413	465	88.8%
Health Insurance	521,253	34,971	43,438	8,467	69,778	86,876	17,098	86.6%
Dental Insurance	41,064	2,845	3,422	577	5,561	6,844	1,283	86.5%
Vision Insurance	11,160	666	930	264	1,011	1,860	849	90.9%
Long Term Disability	8,676	671	723	52	1,309	1,446	137	84.9%
Accounting Services-Admin	87,707	14,003	7,309	(6,694)	-	14,618	14,618	100.0%
Certifications	20,735	407	1,728	1,321	2,258	3,456	1,198	89.1%
Chemicals	464,521	33,525	38,710	5,185	65,177	77,420	12,243	86.0%
Comprehensive Insurance	340,993	27,479	28,416	937	54,958	56,832	1,874	83.9%
Conferences/ Meetings	164,523	17,663	13,710	(3,953)	22,049	27,421	5,372	86.6%
Contracts	1,336,950	52,206	111,413	59,207	105,393	222,825	117,432	92.1%
County Expense	22,000	(150)	1,833	1,983	2,781	3,667	886	87.4%
Covid-19 Supplies	64,000	832	5,333	4,502	832	10,667	9,835	98.7%
Election Expense	-	-	-	-	-	-	-	-
Electric	638,488	62,723	53,207	(9,516)	120,540	106,415	(14,126)	81.1%
Gas, Oil & Fuel	52,000	4,131	4,333	202	8,068	8,667	599	84.5%
Grit & Screening Removal	31,865	2,257	2,655	398	4,509	5,311	802	85.8%
Legal Services	50,625	1,773	4,219	2,446	5,271	8,438	3,166	89.6%
Loan Repayment	1,018,873	84,906	84,906	-	169,812	169,812	-	83.3%
Medical Services	32,443	555	2,704	2,149	-	5,407	5,407	100.0%
Memberships	58,242	7,074	4,854	(2,221)	16,679	9,707	(6,972)	71.4%
Misc. Professional Services	95,392	1,937	7,949	6,012	10,794	15,899	5,104	88.7%
Natural Gas	6,000	174	500	326	387	1,000	613	93.6%
Office Supplies	22,300	923	1,858	935	4,020	3,717	(303)	82.0%
Opeb Contribution	57,253	1,144	4,771	3,627	-	9,542	9,542	100.0%
Other Expenses	74,000	230	6,167	5,937	9,154	12,333	3,180	87.6%
Permits & Fees	104,750	-	8,729	8,729	3,582	17,458	13,877	96.6%
Projects	379,434	4,167	31,620	27,453	4,167	63,239	59,072	98.9%
Publications	2,500	160	208	48	454	417	(38)	81.8%
Repairs & Maintenance	671,210	26,560	55,934	29,374	76,851	111,868	35,017	88.6%
Research & Monitoring	100,000	4,767	8,333	3,567	6,624	16,667	10,042	93.4%
Supplies	240,840	19,361	20,070	709	41,574	40,140	(1,434)	82.7%
Telephone/Internet	31,255	1,491	2,605	1,114	5,290	5,209	(81)	83.1%
Tools & Equipment	37,000	556	3,083	2,528	3,067	6,167	3,099	91.7%
Tuition Reimbursement	12,000	312	1,000	688	312	2,000	1,688	97.4%
Uniform Services	40,720	1,694	3,393	1,699	5,219	6,787	1,567	87.2%
Water	23,000	2,204	1,917	(287)	4,377	3,833	(544)	81.0%
Workers Compensation	70,413	5,244	5,868	624	11,585	11,736	150	83.5%
Total Operating Expenses (Before Depreciation)	10,967,155	700,782	913,930	213,148	1,360,801	1,827,859	467,058	87.6%
Operating Expenses in Excess of Operating Revenue		13,488,989			12,842,033			

Valley Sanitary District
Budget Variance Report
August 2021

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY22 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Expenses:								
Wages	3,287,767	240,368	273,981	33,613	440,189	547,961	107,772	86.6%
Fringe Benefits	1,271,600	73,639	105,967	32,327	154,830	211,933	57,103	87.8%
Services	1,734,845	74,964	144,570	69,607	132,422	289,141	156,719	92.4%
Supplies and Materials	1,599,871	86,523	133,323	46,800	198,145	266,645	68,500	87.6%
Fuels and Lubricants	52,000	4,131	4,333	202	8,068	8,667	599	84.5%
Comprehensive Insurance	411,406	38,890	34,284	(4,606)	66,543	68,568	2,025	83.8%
Projects	379,434	4,167	31,620	27,453	4,167	63,239	59,072	98.9%
Utilities	699,353	67,358	58,279	(9,078)	129,813	116,559	(13,254)	81.4%
Loan Payments	1,018,873	84,906	84,906	-	169,812	169,812	-	83.3%
Permits and Fees	126,750	(150)	10,563	10,713	6,362	21,125	14,763	95.0%
Other	385,256	25,986	32,105	6,118	50,450	64,209	13,759	86.9%
Total Operating Expenses (Before Depreciation)	10,967,155	700,782	913,930	213,148	1,360,801	1,827,859	467,058	87.6%
Revenues:								
Operating Revenue	14,602,749	14,189,487	1,216,896	12,972,591	14,205,734	2,433,792	11,771,943	2.7%
Non-Operating Revenue	1,247,359	284	103,947	(103,663)	(2,900)	207,893	(210,793)	100.2%
Total Revenue	15,850,108	14,189,770	1,320,842	12,868,928	14,202,834	2,641,685	11,561,150	10.4%
Net Operating Gain (Loss)		13,488,989			12,842,033			

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 08/01/2021 TO 08/31/2021 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund			
Beginning Balance (Fund 4)		228,095	
Net Transfer from (to) Fund 11		88	
Fair Value Factor for quarter ending 06/30/2021		0	
Interest (Pd quarterly - Int. Rate 0.33%)		0	
Fund 04 Ending Balance		<u>228,183</u>	
LAIF Fund 6 - Wastewater Revenue Refunding Bonds			
Beginning Balance (Fund 6)		746	
Net Transfer from (to) Fund 11		0	
Fair Value Factor for quarter ending 06/30/2021		0	
Interest (Pd quarterly - Int. Rate 0.33%)		0	
Fund 06 Ending Balance		<u>746</u>	
LAIF Fund 11 - Operating Fund			
Beginning Balance (Fund 11)		18,231,920	
Net Transfer from (to) Fund 04		(88)	
Net Transfer from (to) Fund 06		0	
Net Transfer from (to) Fund 12		92,142	
Net Transfer from (to) Fund 13		(100,011)	
Fund Transfer from (to) LAIF - WF		(900,000)	
Fair Value Factor for quarter ending 06/30/2021		0	
Interest (Pd quarterly - Int. Rate 0.33%)		0	
Fund 11 Ending Balance		<u>17,323,963</u>	
LAIF Fund 12 - Reserve Fund			
Beginning Balance (Fund 12)		27,316,281	
Net Transfer from (to) Fund 11		(92,142)	
Fair Value Factor for quarter ending 06/30/2021		0	
Interest (Pd quarterly - Int. Rate 0.33%)		0	
Fund 12 Ending Balance		<u>27,224,139</u>	
LAIF Fund 13 - Capital Improvement Fund			
Beginning Balance		7,059,584	
Connection Fees	100,011		
(Disbursements) or Reimbursements	<u>0</u>		
Net Transfer from (to) Fund 11		100,011	
Fair Value Factor for quarter ending 06/30/2021		0	
Interest (Pd quarterly - Int. Rate 0.33%)		0	
Fund 13 Ending Balance		<u>7,159,595</u>	
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13			51,936,626

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance		2,011,897	
Deposits		335,546	
Fund Transfer from (to) LAIF (net)		900,000	
Disbursements and Payroll		(1,117,596)	
Wells Fargo Ending Balance		<u>2,129,847</u>	

CALTRUST - FUND 11

Beginning Balance		1,096,429	
Unrealized Gain / <Loss>		0	
Interest Income		284	
CalTRUST Ending Balance		<u>1,096,713</u>	

TOTAL WELLS FARGO AND CALTRUST CHECKING

3,226,560

TOTAL CASH AND INVESTMENTS 55,163,186

The Board certifies the ability of the District to meet its expenditure requirements for the next six (6) months, as per Government Code 53646(b)(3).

This report is in compliance with the District's Investment Policy under Government Code 53646(b)(2).



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: Credit Card Statement for August 2021

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is to present the credit card statement for August 2021 to the Board of Directors.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5: Long-Term Financial Strength.

Fiscal Impact

The total charges incurred for August 2021 are \$23,111.43.

Background

The attached report summarizes the District’s credit card expenditures for August 2021.

Recommendation

Staff recommends that the Board receive and file the credit card report and statement for the period ending August 31, 2021.

Attachments

- Attachment A: Valley Sanitary District Credit Card Report August 2021
- Attachment B: Credit Card Statement August 2021

Diverted From Cardholder Name	Tran Date	Post Date	Merchant Name	Detail-Description	Debits	Credits
ANNA BELL	8/5/2021	8/6/2021	PRIME USA SCALES	Industrial Supplies Not Elsewhere Clas	\$9,718.92	
ANNA BELL	8/4/2021	8/5/2021	EB CHLORINE CHEMISTRY	Business Services Not Elsewhere Classi	\$113.03	
ANNA BELL	8/4/2021	8/5/2021	EB CHLORINE CHEMISTRY	Business Services Not Elsewhere Classi	\$113.03	
BEVERLI A MARSHALL	8/30/2021	8/31/2021	PE SUBSCRIPTIONS	Advertising Services	\$10.00	
BEVERLI A MARSHALL	8/28/2021	8/29/2021	Palm Sp Desert Sun	Continuity/Subscription Merchants	\$9.99	
BEVERLI A MARSHALL	8/25/2021	8/26/2021	COACHELLA VALLEY CHAMB	Membership Organizations Not Elsewhe	\$850.00	
BEVERLI A MARSHALL	8/16/2021	8/17/2021	SQ *BOSS DESIGNS	Computer Prgmng Integtrd Sys Dsgn Dp	\$215.50	
BEVERLI A MARSHALL	8/13/2021	8/15/2021	HILTON HOTEL SAN DIEGO	Hilton Hotels	\$800.73	
BEVERLI A MARSHALL	8/13/2021	8/15/2021	PORTOLA HOTEL AND SPA	Hotels Motels Resorts - Lodging	\$256.80	
BEVERLI A MARSHALL	8/12/2021	8/13/2021	PAYPAL *QUICKYMARTL	Telecommunications Equipment Including	\$4.99	
BEVERLI A MARSHALL	8/10/2021	8/11/2021	SP * BOOMER NATURALS	Miscellaneous & Specialty Retail Store	\$570.37	
BEVERLI A MARSHALL	8/6/2021	8/8/2021	HILTON HOTELS	Hilton Hotels	\$912.26	
BEVERLI A MARSHALL	8/2/2021	8/3/2021	PE SUBSCRIPTIONS	Advertising Services	\$10.00	
BEVERLI A MARSHALL	8/1/2021	8/2/2021	AMZN Mktp US*2P8VE8E80	Book Stores	\$320.80	
BRANDEN RODRIGUEZ	8/19/2021	8/20/2021	SQ *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$63.68	
BRANDEN RODRIGUEZ	8/18/2021	8/18/2021	Amazon.com*2D1LH95D0	Book Stores	\$53.99	
BRANDEN RODRIGUEZ	8/5/2021	8/6/2021	Amazon.com*2P9EX2EY2	Book Stores	\$29.35	
BRANDEN RODRIGUEZ	8/3/2021	8/4/2021	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewhe	\$91.00	
BRANDEN RODRIGUEZ	7/31/2021	8/1/2021	AMZN Mktp US*2P03C2G01	Book Stores	\$125.05	
DANIEL A MILLS	8/25/2021	8/26/2021	BURRTEC WASTE INDUSTRIES	Utilities - Gas Water Sanitary	\$58.48	
DANIEL A MILLS	8/20/2021	8/22/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$77.57	
DANIEL A MILLS	8/20/2021	8/22/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$140.09	
DEBRA CANERO	8/13/2021	8/15/2021	HILTON HOTEL SAN DIEGO	Hilton Hotels	\$739.96	
DEBRA CANERO	8/13/2021	8/15/2021	PORTOLA HOTEL AND SPA	Hotels Motels Resorts - Lodging	\$256.80	
DENNIS COLEMAN	8/13/2021	8/15/2021	HILTON HOTEL SAN DIEGO	Hilton Hotels	\$739.96	
EDUARDO LUNA	8/18/2021	8/20/2021	USACD PALM DESERT	Plumbing And Heating Equipment And Sup	\$13.04	
EDUARDO LUNA	8/17/2021	8/19/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$104.03	
HEBERTO MORENO	8/27/2021	8/29/2021	MOBILE LUBE EXPRESS INC	Miscellaneous Repair Shops & Related S	\$1,965.68	
HEBERTO MORENO	8/25/2021	8/27/2021	SHELL OIL 57445623705	Service Stations	\$97.84	
HEBERTO MORENO	8/14/2021	8/15/2021	APPLE.COM/BILL	unassigned	\$2.99	
HEBERTO MORENO	8/9/2021	8/10/2021	OWPSACSTATE	Civic Social & Fraternal Associations	\$98.66	
HEBERTO MORENO	8/5/2021	8/8/2021	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$100.00	
HEBERTO MORENO	8/5/2021	8/8/2021	NAPA PARTS 0024468	Automotive Parts Accessories Stores	\$545.13	
HOLLY GOULD	8/25/2021	8/27/2021	CALIFORNIA SPECIAL DISTRI	Civic Social & Fraternal Associations	\$575.00	
HOLLY GOULD	8/20/2021	8/22/2021	CSDA CAREER CENTER	Business Services Not Elsewhere Classi	\$155.00	
HOLLY GOULD	8/20/2021	8/22/2021	NEOGOV	Computer Software	\$125.00	
HOLLY GOULD	8/18/2021	8/20/2021	STATERBROS084	Grocery Stores Supermarkets	\$36.05	
HOLLY GOULD	8/17/2021	8/18/2021	AMZN MKTP US*2D8GI2VY0 AM	Book Stores	\$17.39	
HOLLY GOULD	8/15/2021	8/16/2021	AMZN Mktp US*2D1KN0XK1	Book Stores	\$261.22	
HOLLY GOULD	8/9/2021	8/11/2021	NYNY - ADV DEP	New York New York Hotel & Casino		(\$306.13)
HOLLY GOULD	8/8/2021	8/10/2021	NYNY - ADV DEP	New York New York Hotel & Casino		(\$78.01)
HOLLY GOULD	8/5/2021	8/6/2021	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewhe	\$106.00	
JEANETTE JUAREZ	8/19/2021	8/20/2021	J2 E FAX SERVICES	Continuity/Subscription Merchants	\$16.95	
JEANETTE JUAREZ	8/15/2021	8/16/2021	AMZN Mktp US*2D56C7VF1	Book Stores	\$17.27	
JEANETTE JUAREZ	8/10/2021	8/12/2021	AROUND THE CLOCK CALL CTR	Miscellaneous & Specialty Retail Store	\$123.70	
JEANETTE JUAREZ	8/4/2021	8/5/2021	ADOBE ACROPRO SUBS	Computer Software	\$152.91	
JIMMY GARCIA	8/30/2021	8/31/2021	SMART AND FINAL 718	Grocery Stores Supermarkets	\$77.52	
JIMMY GARCIA	8/26/2021	8/29/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$66.08	
JIMMY GARCIA	8/25/2021	8/26/2021	HARBOR FREIGHT TOOLS 411	Hardware Stores	\$22.82	
MIKE DURAN	8/13/2021	8/15/2021	HILTON HOTEL SAN DIEGO	Hilton Hotels	\$799.96	
MIKE DURAN	8/13/2021	8/15/2021	PORTOLA HOTEL AND SPA	Hotels Motels Resorts - Lodging	\$256.80	
RYAN WILLIAMS	7/30/2021	8/1/2021	LA FIESTA RENTALS	Equipment Rental & Leasing Services T	\$193.95	
SCOTT SEAR	8/13/2021	8/15/2021	LYFT 1 RIDE 08-12	Taxicabs/Limousines	\$16.78	
SCOTT SEAR	8/13/2021	8/15/2021	HILTON HOTEL SAN DIEGO	Hilton Hotels	\$739.96	
SCOTT SEAR	8/13/2021	8/15/2021	PORTOLA HOTEL AND SPA	Hotels Motels Resorts - Lodging	\$256.80	
TINO TIJERINA	8/20/2021	8/22/2021	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	8/20/2021	8/22/2021	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	8/20/2021	8/22/2021	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	8/20/2021	8/22/2021	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	8/20/2021	8/22/2021	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	8/16/2021	8/18/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$114.08	
TINO TIJERINA	8/5/2021	8/8/2021	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$44.83	
TINO TIJERINA	8/4/2021	8/6/2021	YELLOW MART STORES	Sporting Goods Stores	\$34.78	
	8/10/2021	8/10/2021	AUTO PMT FROM ACCT	Payment Adjustment Fee or Finance Charge		(\$28,210.40)
Total					\$23,495.57	(\$28,594.54)



Account Summary




Billing Cycle		08/31/2021
Days In Billing Cycle		32
Previous Balance		\$28,210.40
Purchases	+	\$23,495.57
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$384.14
Payments	-	\$28,210.40
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$23,111.43

Credit Summary

Total Credit Line	\$75,000.00
Available Credit Line	\$51,888.57
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

-  Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485
-  Go to www.umpquabank.com
-  Write us at PO BOX 1952, SPOKANE, WA 99210-1952

Payment Summary

NEW BALANCE	\$23,111.43
MINIMUM PAYMENT	\$23,111.43
PAYMENT DUE DATE	09/25/2021

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

TOTAL CORPORATE ACTIVITY				\$28,210.40-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
08/10	08/10	7480725122111111111111	AUTO PMT FROM ACCT 7100808646	\$28,210.40-

Cardholder Account Summary

JEANETTE JUAREZ [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$310.83	Cash Advances \$0.00	Total Activity \$310.83
--------------------------------------	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/04	08/05	PPLN01	24943001216700844305725	ADOBE ACROPRO SUBS 800-443-8158 CA	\$152.91
08/10	08/12	PPLN01	24412901223030023657744	AROUND THE CLOCK CALL CTR 888-711-1956 CA	\$123.70
08/15	08/16	PPLN01	24692161227100186933147	AMZN Mktp US*2D56C7VF1 Amzn.com/bill WA	\$17.27

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
PO BOX 1952
SPOKANE WA 99210-1952



Account Number

5937

Check box to indicate name/address change on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
08/31/21	\$23,111.43	\$23,111.43	09/25/21

\$



BL ACCT 00002769-10000000
VALLEY SANITARY DISTRICT
45-500 VAN BUREN STREET
INDIO CA 92201

MAKE CHECK PAYABLE TO:

UMPQUA BANK
PO BOX 2310
SPOKANE WA 99210-2310

IMPORTANT INFORMATION

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge: The Finance Charge Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

Method A - Average Daily Balance (including current transactions): The Finance Charge on purchases begins on the date the transaction posted to your account. The Finance Charge on Cash Advances begins on the date you obtained the cash advance, or the first day of the billing cycle within which it is posted to your account, whichever is later. There is no grace period.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method E - Average Daily Balance (excluding current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances if Method E is specified as applicable to cash advances) reflected on your monthly statement, you must pay the New Balance shown on your monthly statement on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method G - Average Daily Balance (including current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances, if Method G is specified as applicable to cash advances) reflected on your monthly statement and, on any new purchases (and if applicable, cash advances) appearing on your next monthly statement, you must pay the New Balance, shown on your monthly statement, on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited to the account specified on the payment coupon as of the date of receipt. Payments received at a different location or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing, a full refund. Submit your request to the Account Inquiries address on the front of this statement.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill. Submit your request to the Account Inquiries address on the front of this statement. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

In your letter, give us the following information:

- ◆ Your name and account number.
- ◆ The dollar amount of the suspected error.
- ◆ Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Please provide a legal document evidencing your name change, such as a court document.

Please use blue or black ink to complete form

NAME CHANGE

Last

First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

Cell Phone () - E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES

Signature _____

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/19	08/20	PPLN01	24692161231100215648421	J2 EFAX SERVICES 323-817-3205 CA	\$16.95

Cardholder Account Summary

BEVERLI A MARSHALL	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$3,961.44	\$0.00	\$3,961.44

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/01	08/02	PPLN01	24692161213100741544062	AMZN Mktp US*2P8VE8E80 Amzn.com/bill WA	\$320.80
08/02	08/03	PPLN01	24493981215083738421389	PE SUBSCRIPTIONS 951-368-9000 CA	\$10.00
08/06	08/08	PPLN01	24755421219152198470032	HILTON HOTELS ATLANTA GA	\$912.26
08/10	08/11	PPLN01	24492161222000017550341	SP * BOOMER NATURALS HTTPSBOOMERFA NV	\$570.37
08/12	08/13	PPLN01	24492151224894455659476	PAYPAL *QUICKYMARTL 402-935-7733 CA	\$4.99
08/13	08/15	PPLN01	24755421226262265329630	HILTON HOTEL SAN DIEGO SAN DIEGO CA	\$800.73
08/13	08/15	PPLN01	24692161226100452192809	PORTOLA HOTEL AND SPA MONTEREY CA	\$256.80
08/16	08/17	PPLN01	24692161228100226899547	SQ *BOSS DESIGNS gosq.com CA	\$215.50
08/25	08/26	PPLN01	24492161237000021478524	COACHELLA VALLEY CHAMB WWW.GCVCC.ORG CA	\$850.00
08/28	08/29	PPLN01	24692161240100158678558	Palm Sp Desert Sun 888-426-0491 IN	\$9.99
08/30	08/31	PPLN01	24493981243083340289113	PE SUBSCRIPTIONS 951-368-9000 CA	\$10.00

Cardholder Account Summary

RYAN WILLIAMS	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$193.95	\$0.00	\$193.95

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/30	08/01	PPLN01	24493981212200656600025	LA FIESTA RENTALS 760-347-0885 CA	\$193.95

Cardholder Account Summary

HEBERTO MORENO	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$2,810.30	\$0.00	\$2,810.30

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/05	08/08	PPLN01	24692161218100415074987	THE HOME DEPOT 6874 INDIO CA	\$100.00
08/05	08/08	PPLN01	24431051218838000010028	NAPA PARTS 0024468 INDIO CA	\$545.13
08/09	08/10	PPLN01	24492151221852320880639	OWPSACSTATE 916-278-6142 CA	\$98.66
08/14	08/15	PPLN01	24692161226100583661516	APPLE.COM/BILL 866-712-7753 CA	\$2.99
08/25	08/27	PPLN01	24316051238548865003267	SHELL OIL 57445623705 COACHELLA CA	\$97.84
08/27	08/29	PPLN01	24493981240400735000025	MOBILE LUBE EXPRESS INC 7602505220 CA	\$1,965.68

Cardholder Account Summary

TINO TIJERINA	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$268.69	\$0.00	\$268.69

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/04	08/06	PPLN01	24687201217030020276010	YELLOW MART STORES INDIO CA	\$34.78
08/05	08/08	PPLN01	24943011218010183640402	THE HOME DEPOT #6874 INDIO CA	\$44.83
08/16	08/18	PPLN01	24943011229010179671459	THE HOME DEPOT #6874 INDIO CA	\$114.08
08/20	08/22	PPLN01	24269791233500829382702	KSC & SON CORPORATION - G INDIO CA	\$15.00
08/20	08/22	PPLN01	24269791233500829382884	KSC & SON CORPORATION - G INDIO CA	\$15.00
08/20	08/22	PPLN01	24269791233500829382967	KSC & SON CORPORATION - G INDIO CA	\$15.00
08/20	08/22	PPLN01	24269791233500829383049	KSC & SON CORPORATION - G INDIO CA	\$15.00

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/20	08/22	PPLN01	24269791233500829383122	KSC & SON CORPORATION - G INDIO CA	\$15.00

Cardholder Account Summary

MIKE DURAN [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,056.76	Cash Advances \$0.00	Total Activity \$1,056.76
---------------------------------	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/13	08/15	PPLN01	24755421226262265329598	HILTON HOTEL SAN DIEGO SAN DIEGO CA	\$799.96
08/13	08/15	PPLN01	24692161226100452192841	PORTOLA HOTEL AND SPA MONTEREY CA	\$256.80

Cardholder Account Summary

DENNIS COLEMAN [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$739.96	Cash Advances \$0.00	Total Activity \$739.96
-------------------------------------	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/13	08/15	PPLN01	24755421226262265329622	HILTON HOTEL SAN DIEGO SAN DIEGO CA	\$739.96

Cardholder Account Summary

SCOTT SEAR [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,013.54	Cash Advances \$0.00	Total Activity \$1,013.54
---------------------------------	---	--	--------------------------------	-------------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/13	08/15	PPLN01	24755421226262265325802	HILTON HOTEL SAN DIEGO SAN DIEGO CA	\$739.96
08/13	08/15	PPLN01	24492151225743435528294	LYFT 1 RIDE 08-12 855-865-9553 CA	\$16.78
08/13	08/15	PPLN01	24692161226100452193260	PORTOLA HOTEL AND SPA MONTEREY CA	\$256.80

Cardholder Account Summary

DEBRA CANERO [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$996.76	Cash Advances \$0.00	Total Activity \$996.76
-----------------------------------	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/13	08/15	PPLN01	24755421226262265329705	HILTON HOTEL SAN DIEGO SAN DIEGO CA	\$739.96
08/13	08/15	PPLN01	24692161226100452193468	PORTOLA HOTEL AND SPA MONTEREY CA	\$256.80

Cardholder Account Summary

EDUARDO LUNA [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$117.07	Cash Advances \$0.00	Total Activity \$117.07
-----------------------------------	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/17	08/19	PPLN01	24943011230010183622024	THE HOME DEPOT #6874 INDIO CA	\$104.03
08/18	08/20	PPLN01	24275391231900012800036	USACD PALM DESERT 760-2005225 CA	\$13.04

Cardholder Account Summary

BRANDEN RODRIGUEZ [REDACTED]	Payments & Other Credits \$0.00	Purchases & Other Charges \$363.07	Cash Advances \$0.00	Total Activity \$363.07
--	---	--	--------------------------------	-----------------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/31	08/01	PPLN01	24692161212100492269316	AMZN Mktp US*2P03C2GO1 Amzn.com/bill WA	\$125.05
08/03	08/04	PPLN01	24801971216690372424540	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$91.00
08/05	08/06	PPLN01	24692161217100356331363	Amazon.com*2P9EX2EY2 Amzn.com/bill WA	\$95.02

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/18	08/18	PPLN01	24692161230100190258486	Amazon.com*2D1LH95D0 Amzn.com/bill WA	\$53.99
08/19	08/20	PPLN01	24692161231100361039672	SQ *TKB BAKERY & DELI gosq.com CA	\$63.68

Cardholder Account Summary

HOLLY GOULD		Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
		\$384.14-	\$1,275.66	\$0.00	\$891.52

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/05	08/06	PPLN01	24801971218690382017795	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$106.00
08/08	08/10		74943001221846438007256	CREDIT VOUCHER	\$78.01-
08/09	08/11		74943001222846518801593	NYNY - ADV DEP 8552755733 NV	\$306.13-
08/15	08/16	PPLN01	24692161227100121488827	NYNY - ADV DEP 8552755733 NV	\$261.22
08/17	08/18	PPLN01	24431061229083356793457	AMZN MKTP US*2D8GI2VY0 AM	\$17.39
08/18	08/20	PPLN01	24137461231500861766202	AMZN.COM/BILL WA	
08/20	08/22	PPLN01	24011341233000000926950	STATERBROS084 DESERT HOT SP CA	\$36.05
08/20	08/22	PPLN01	24011341233000001685787	NEOGOV HTTPSWWW.NEOG CA	\$125.00
08/25	08/27	PPLN01	24202981238030033431527	CSDA CAREER CENTER HTTPSNAYLOR.C MD	\$155.00
				CALIFORNIA SPECIAL DISTRI 916-442-7887 CA	\$575.00

Cardholder Account Summary

ANNA BELL		Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
		\$0.00	\$9,944.98	\$0.00	\$9,944.98

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/04	08/05	PPLN01	24492151216713623096421	EB CHLORINE CHEMISTRY 801-413-7200 CA	\$113.03
08/04	08/05	PPLN01	24492151216713623404971	EB CHLORINE CHEMISTRY 801-413-7200 CA	\$113.03
08/05	08/06	PPLN01	24493981217286653400035	PRIME USA SCALES 800-917-7205 CA	\$9,718.92

Cardholder Account Summary

JIMMY GARCIA		Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
		\$0.00	\$166.42	\$0.00	\$166.42

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/25	08/26	PPLN01	24231681238091027482695	HARBOR FREIGHT TOOLS 411 INDIO CA	\$22.82
08/26	08/29	PPLN01	24943011239010175663920	THE HOME DEPOT #6874 INDIO CA	\$66.08
08/30	08/31	PPLN01	24231681243837000061911	SMART AND FINAL 718 COACHELLA CA	\$77.52

Cardholder Account Summary					
DANIEL A MILLS ██████████		Payments & Other Credits \$0.00	Purchases & Other Charges \$276.14	Cash Advances \$0.00	Total Activity \$276.14

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
08/20	08/22	PPLN01	24943011233010183466338	THE HOME DEPOT #6874 INDIO CA	\$140.09
08/20	08/22	PPLN01	24943011233010183466346	THE HOME DEPOT #6874 INDIO CA	\$77.57
08/25	08/26	PPLN01	24755421237272378240993	BURRTEC WASTE INDUSTRIES COCHELLA CA	\$58.48

Additional Information About Your Account
IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. YOUR ACCOUNT WILL BE AUTOMATICALLY PAID THROUGH A DIRECT DEBIT OF YOUR CHECKING OR SAVINGS ACCOUNT ON 09/10/21 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$23111.43

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$23,111.43
Cash									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 32		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Anna Bell, Acting Facilities Operations Manager

SUBJECT: Authorize the General Manager to Amend the Contract with Superior Protection Consultants (SPC) for Extended Services

<input checked="" type="checkbox"/> Board Action	<input checked="" type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is for the Board to discuss the need to extend the scope of services provided by Superior Protection Consultants.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Goal 3: Excellent Facilities.

Fiscal Impact

The amended contract with SPC exceed's the current contract by approximately \$39,000 annually.

Rate	Shift Hr.	Weekly Cost	Monthly Cost	Holiday Rate	# Holidays	Yearly Cost
\$ 26.00	8	\$ 1,456.00	\$ 6,240.00	\$ 39.00	12	\$ 77,168.00
\$ 26.00	12	\$ 2,184.00	\$ 9,360.00	\$ 39.00	12	\$ 115,752.00
<i>Difference Rate</i>	<i>4</i>	<i>\$ 728.00</i>	<i>\$ 3,120.00</i>			<i>\$ 38,584.00</i>

Background

Operations On-call staff are the point of contact with the building security alarm company (Alliance). Currently, when a building alarm activates, the on-call operator is notified and is expected to respond to the alarm and determines if the City Police should respond. VSD operations staff are untrained in patrol techniques, criminal law training and incident mitigation in order to safely respond to incident notifications and make informed decisions.

SPC currently provides the District with security patrol services from 9pm to 5am, 8 hours per day, 7 days per week. They are trained in 24-hour patrol techniques and criminal law, verbal de-escalation and incident mitigation training.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to extend the scope of services with SPC to a 6pm to 6am, 12 hours per day, 7 days per week. Extending the service window would coincide with the timeframe of the District's after hours when no staff are present. SPC will also be the point of contact with Alliance, and respond to building alarms to investigate the situation, contact City Police if warranted, and notify District staff if an incident occurs.

Attachments

Attachment A: SPC Contract Amendment



Amendment to scope of work

Project: Valley Sanitary District nightly security patrol

Original Service responsibilities: Patrol VSD property from 9PM until 5AM to deter and prevent vandalism and theft.

Requested amended services and hours: Services will change from 9PM until 5AM (8 hours per day) to 6PM until 6AM (12 hours per day) 7 days a week. In addition to patrolling VSD property for the purpose of vandalism and theft prevention Superior Protection Consultants personnel will be responsible for answering calls from the alarm company, responding to active alarms on property to determine the necessary course of action, and contacting the proper authority in response to break-ins or maintenance issues on property.

Billing rate: The billing rate will stay at \$26.00 per hour as originally agreed upon. VSD will be billed for a total of 12 hours per day and no other charges will be added to the contract.

This change will take place once approved by VSD



SUPERIOR
PROTECTION
CONSULTANTS

Focused. Complete. Secure.

PPO#119782

Superior Protection Consultants Inc.

Valley Sanitary District

Signature

Signature

Seth Dale, Owner/Qualified Manager

Name/Title

Name/Title

10/01/2021

Date

Date



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Anna Bell, Acting Facilities Operations Manager
SUBJECT: **Authorize the General Manager to Enter into a Contract Agreement with EOA to Implement NPDES Document Revisions**

<input checked="" type="checkbox"/> Board Action	<input checked="" type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is for the Board to approve the request of contract services to update documents as required by the NPDES Permit Order R7-2020-007.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Goal 6: Improve Planning, Administration and Governance.

Fiscal Impact

The cost of services is not to exceed \$37,300, which includes an allowance for incidental expenses. This is not included in the existing FY 2021/22 approved budget. Staff would like to include this item in the mid-year budget adjustment.

Background

The District’s NPDES Permit Order R7-2020-0007, requires the following documents to be revised with every new adoption of the NPDES permit: Local Limits, Sewer Use Ordinance (SUO) and Enforcement Response Plan (ERP). Currently, the last revisions of the documents is from the 2010 NPDES adoption. VSD is not required to have a federally approved Pretreatment Program but does implement a Program that provides annual reports to the Regional Board.

EOA, Inc was contracted to assist with the 2020 NPDES Permit Renewal and worked extensively with District staff and the Regional Board. EOA has been selected as a sole-source provider for the contract due to their knowledge of the District, the knowledge and experience with the 2020 Permit, and their expertise in revising the required documents.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to approve the request to contract with EOA to revise documents to maintain NPDES State Regulatory compliance.

Attachments

Attachment A: EOA Proposal for VSD NPDES Permit Implementation



Environmental and Public Health Engineering

September 27, 2021

Ms. Beverli Marshall
General Manager
Valley Sanitary District
45500 Van Buren Street
Indio, CA 92201

Subject: Proposal for Valley Sanitary District NPDES Permit Implementation Assistance

Dear Ms. Marshall:

As requested, this letter transmits EOA's proposal to assist Valley Sanitary District (VSD) with several tasks related to implementation of the current NPDES Permit Order R7-2020-0007. VSD has requested assistance with updating the following documents: Local Limits, Sewer Use Ordinance (SUO) and Enforcement Response Plan. It is our understanding VSD is not required to have a federally approved Pretreatment Program but does implement a Pretreatment Program and provides an annual report to the Regional Water Board.

The project manager will be Kristin Kerr, P.E., managing engineer, with assistance from Ray Goebel, P.E. and support staff as needed. Kristin and Ray have provided assistance to many POTW Pretreatment Programs including Local Limits Reviews, Enforcement Response Plan development and updates, and sewer use ordinance reviews. Their resumes are available on request.

Task 1. Local Limits Review. The proposed review will be conducted in general accordance with EPA's July 2004 *Local Limits Development Guidance* document. If available, the results of VSD's most recent review will be examined to inform the effort.

Task 1a. Data Compilation/Review and Sampling Recommendations

Under Task 1a and in consultation with VSD staff, EOA will compile and review the available data quantity and quality, perform a preliminary identification for pollutants of concern (POCs), and, if needed, recommend additional sampling/data collection in order to fill any "gaps" in the data set. If required, any additional data collection will be conducted by VSD. At VSD's option, we will use compliance data supplied directly by VSD, or download compliance data from CIWQS. The latter approach is straightforward and guarantees that the data set exactly matches what has already been submitted to the Water Board, but must be supplemented by additional data not required for compliance reporting and thus not in CIWQS.

In addition to WWTP influent/effluent concentration data, the analysis will require plant influent flow data, estimates of sludge flows to anaerobic digestion (wet weight basis) and oxidation cells,

annual mass of biosolids disposed (dry weight basis) and method of disposal, and identification of the total industrial discharge flow (i.e., total flow from facilities regulated under the local limits). EOA will document these and any other data requirements in an email memo.

Based on previous Local Limits reviews for similar treatment plants, we anticipate that the maximum allowable headworks loading (MAHL) analysis will demonstrate that sampling within the collection system (to characterize residential/commercial wastewater) will not be needed, or that at most, such sampling would be limited to a small number of parameters (most likely those related to recycled water quality). Thus we recommend that VSD defer any collection system sampling pending the outcome of the MAHL analysis in Task 1b.

Task 1b MAHL / Local Limits Review and Report

Based on VSD's historic data, additional sampling data collected by the VSD, and other published data (e.g., EPA default values for removals across primary and secondary treatment, if full data are not available), EOA will conduct a local limits review in general accordance with EPA's July 2004 *Local Limits Development Guidance* document (Guidance Manual). Consistent with the Guidance Manual, EOA will finalize the list of POCs, determine the MAHLs for each based on the various criteria (see below), and compare the MAHLs to current influent loadings. For many, if not all POCs, the analysis can stop at this point, if current influent loadings are safely below the corresponding MAHLs. For any POC for which the current loading approaches or exceeds its MAHL (using criteria from the Guidance Manual), it will be necessary to calculate a maximum allowable industrial loading (MAIL) and the corresponding local limit (or other allocation method), using additional concentration data collected by VSD to characterize "uncontrolled" (residential/commercial) loadings.

We expect to analyze the fifteen POCs identified by EPA as "National" POCs, additional constituents covered by the existing local limits, and those constituents with effluent limits in the NPDES permit, unless there are sound technical reasons for their exclusions. (For example, local limits would not provide a practical or effective way to control the concentrations of disinfection byproducts in the effluent stream, as the effluent concentrations are not directly related to influent concentrations). In addition, we typically find it possible to conduct only a limited analysis for pollutants where most of the values are ND.

For the identified POCs, the headworks loading analysis will consider NPDES Permit limits (or in their absence, appropriate water quality criteria), sludge quality criteria based on current or anticipated methods of disposal, inhibition of the activated sludge or nitrification processes, and inhibition of anaerobic digestion. We assume there are no applicable air emission criteria that would require determination of allowable headworks loading based on such criteria. We further assumed that existing provisions of VSD's ordinance are adequate to address protection of treatment works, collection system, and worker health and safety, and these issues will not be part of our analysis other than reference to Ordinance (and other) protections.

Criteria for protection of recycled water quality can be problematic, as there are no regulatory criteria per se, and some of the "guidance" values found in the literature are unrealistically low.

It falls largely on individual agencies to develop criteria for their particular circumstances.

Our primary reference for the review will be the Guidance Manual. Other relevant guidance documents and/or regulations will also be utilized as appropriate. Our approach to the analysis utilizes a spreadsheet model that incorporates the relevant equations from the Guidance Manual. Work done for this review will create a suitable framework for conducting the review process on an ongoing basis.

We will prepare a preliminary MAHL analysis as soon as the necessary data is compiled to inform the decision as to whether additional sampling is needed. Alternatively, if it is clear very early that some additional sampling is required, we will convey that information to you.

EOA will prepare a draft report that will fully document the local limits review. The report will include recommendations for revised local limits in those cases (if any) where a revision to the existing local limit is deemed necessary based on a comparison of the existing influent load to the MAHL. In the event that a recalculated uniform local limit would be unduly restrictive or unworkable, we will propose possible alternative regulatory mechanisms for allocating the allowable industrial loading for that pollutant. The report will identify those pollutants for which local limits could potentially be eliminated, and provide technical support for such elimination.

Upon receipt of VSD's comments on the draft, we will prepare a final report, which VSD may submit to the Regional Water Board, as appropriate.

Task 1 Estimated Hours: 86

Task 2. Update Enforcement Response Plan. VSD is seeking assistance to update its Enforcement Response Plan (ERP) (June 2017). EOA will review the VSD ERP and identify potential updates needed. EOA will meet with VSD staff (virtually) to discuss any areas for updates identified by VSD staff. EOA will provide the City with a draft ERP for review and comment. Upon receiving one set of VSD staff comments, EOA will revise the ERP and provide VSD with a final document.

Estimated Hours: 34

Task 3. Update Sewer Use Ordinance. VSD is seeking assistance to update its Sewer Use Ordinance (SUO) adopted November 9, 2010. VSD recently completed a sewer rate study. EOA will review the current SUO and compare to the EPA Model Pretreatment Ordinance. EOA will identify sections to update and make recommendations of EPA model ordinance language that may be added. EOA will meet with VSD staff (virtually) to discuss any areas for updates identified by VSD staff and EOA's recommendations. EOA will provide the City with a draft SUO in underline/strikeout for review and comment. Upon receiving one set of VSD staff comments, EOA will revise the SUO and provide VSD with a final document.

Estimated Hours: 40

Ms. Beverli Marshall
September 27, 2021
Page 4

Budget Summary

Task 1: Local Limits Review	\$20,400
Task 2: Enforcement Response Plan Update	\$7,800
Task 3: Sewer Use Ordinance Update	\$9,100
Total	\$37,300

This proposal provides for approximately 160 hours to support VSD staff updating Pretreatment Program documentation (Local Limits review, ERP and SUO). The work will be conducted on a time-and-materials basis according to the attached EOA 2021 fee schedule. Our total budget is \$37,300, which includes an allowance for expected incidental expenses in accordance with the 2021 fee schedule.

Upon a notice to proceed, we will work with VSD staff to identify a schedule for each document update.

We thank you for this opportunity and look forward to working with VSD again on this project.

Sincerely,
EOA, Inc.



Ray Goebel, P.E.
Vice President - Operations

Attachment: EOA 2021 Fee Schedule



Environmental and Public Health Engineering

2021 FEE SCHEDULE

The following fee schedule covers personnel rates for EOA, Inc. staff.

Our charges are divided into two categories: personnel, and direct expenses. A new fee schedule is issued at the beginning of each year. Charges for all work, except where other arrangements have been made, are based on the new schedule of charges.

PERSONNEL

Personnel charges are for any technical, clerical or administrative work necessary to perform the project. Work tasks include geologic and environmental consulting, engineering and computer services, regulatory liaison, and report preparation. Personnel rates are as follows:

Personnel Category	Hourly Rates
Principal.....	\$293
Managing Engineer/Scientist III.....	\$285
Managing Engineer/Scientist II.....	\$269
Managing Engineer/Scientist I.....	\$257
Senior Engineer/Scientist III – Project Leader.....	\$237
Senior Engineer/Scientist/Planner II.....	\$216
Senior Engineer/Scientist/Planner I.....	\$198
Associate Engineer/Scientist III	\$188
Associate Engineer/Scientist II.....	\$179
Associate Engineer/Scientist I.....	\$152
Assistant Engineer/Scientist.....	\$137
Technician, Administrative Manager	\$119
Clerical/Computer Data Entry.....	\$84

Charges for professional services are in increments of one quarter-hour. Depositions/legal testimony charged portal-to-portal, at 200% of standard rates, with a four-hour minimum charge. In accordance with California Civil Procedure 2037.7, where applicable, the minimum fee must be paid prior to commencement of testimony. Preparation for court cases is charged on a time-and-materials basis as outlined in this fee schedule.

DIRECT EXPENSES

Reimbursement for expenses directly related to services provided will be charged at cost plus 10%. Examples of such direct expenses include:

- Costs of sub-consultants or subcontractors
- Costs of special fees (insurance, permits, etc.)
- Costs of long-distance telephone, copying, drafting, blueprints, etc. (EOA copies charged at \$0.10 each for B&W, \$0.35 each for color. Large format \$0.15/sq ft for B&W, \$0.50/sq ft for color)
- Costs of color map production supplies (color ink and large format paper)
- Costs or rental of special equipment. Daily use fees of monitoring equipment charged at the following rates:
 - Single-parameter field meter - \$10/day
 - Multi-parameter field meter and sonde - \$100/day
- Costs of authorized travel and related expenses
- Automobile mileage directly related to services, at current IRS rate.

INVOICES

Invoices are prepared and submitted on a monthly basis, as either final or progress billings and are payable upon receipt unless prior arrangements have been made. Interest of 1-1/2% per month, or the maximum rate allowed by law, is payable on accounts not paid within 30 days.



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Daniel Mills, Maintenance Technician
SUBJECT: **Authorize the Purchase of Floway Pump Assembly and Rental Equipment for Installation in an Amount Not to Exceed \$50,000**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is for the Board of Directors to review and discuss the approval of purchase for a secondary water pump assembly.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 3: Excellent Facilities.

Fiscal Impact

The total cost of the secondary water pump replacement proposal is \$41,081.94. Staff is requesting an additional \$9,000 for crane rental and any special-order tools which may be needed to install. The secondary water pump replacement is not included in the FY 2021/22 Capital Improvement Budget. However, staff is proposing to use funds from Grit pump 1 project (\$25,000 that was set for replacement FY 2021/22); Confined Space Trailer project (\$12,000 that was set for purchase FY 2021/22); and excess money from Belt Filter Press – Rollers Project (\$13,500 that was set for FY 2021/22).

Background

The secondary water pumps were inspected and found that one requires replacing as soon as possible (i.e., this fiscal year). The secondary water pumps were originally slated to be replaced in FY 2023/24. Staff is requesting the purchase approval for G3 Engineering, as they are the only representative for Floway parts in the nation.

Recommendation

Staff recommends that the Board of Directors authorize the purchase of a secondary water pump assembly and rental of equipment as needed, for installation.

Attachments

Attachment A: G3 Engineering quote dated 08/20/2021.

G3 Engineering, Inc.

P.O. Box 2148
 Granite Bay, CA 95746
 Phone: (559) 797-4953
 Email: mark@g3engineering.com

Quotation

Date: 8/20/2021
Quotation #: 2954
Revision: 2

Attention: Ed Luna
Reference: Valley Sanitary District
Subject: Floway Pumps Replacement Quote S/N 62054-1

Item	Qty	Description	Unit Price	Net Price
1	1	Floway six stage 10JKL product lubricated bowl assembly including cast iron bowls, 316SS dynamic balanced impellers, bronze bearings, galvanized steel basket strainer. 6" flanged column pipe with styrene butadiene rubber bearings and ductile iron bearing retainers. 416SS shafting. 304SS bolting. Cast iron seal housing with bronze bearing and mechanical seal. Flanged adjustable spacer coupling. Epoxy coating on bowl assembly OD and column ID/OD. Bowl assembly and column assembly to ship assembled. Seal housing and mechanical seal will ship loose for field installation. (Discharge head and motor not included) Lead time: 16 weeks	\$36,765.00	\$36,765.00
			Subtotal:	\$36,765.00
			Sales tax (@ 8.75%):	\$3,216.94
			Freight:	\$1,100.00
			Total:	\$41,081.94

Notes:

- 1) Pricing includes sales tax and freight. FOB factory.
- 2) Quote is valid for 30 days.
- 3) Payment terms are net 30 days after shipment.
- 4) Purchase order shall be made out to G3 Engineering, Inc.
- 5) Items not specifically listed on this quote are not included in the scope and are to be supplied by others. Quote is furnish only, installation is not included. Sale is subject to G3 Engineering, Inc. standard terms and conditions.
- 6) Quote does not include discharge head or motor.



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: **Authorize the General Manager to Apply for Financing Through the California Infrastructure and Economic Development Bank (IBank) for the Training & Office Building and Laboratory Building**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is to provide information to the Board of Directors to review and approve IBank’s invitation to apply for financing.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5.1: Align long-term financial planning with strategic priorities.

Fiscal Impact

There is no fiscal impact from this report.

Background

This item was presented to Board of Directors at the September 14, 2021 regular board meeting. The Board requested that staff bring back the item at a future meeting to give Board members additional time to review the IBank documents. The Board also requested additional information about additional financing options such as Bank of America and California Special Districts Association (CSDA). Staff has provided Bank of America estimated financing options (Attachment C). The CSDA financing information is currently pending.

Acquiring a loan for a project requires considerable time to organize, implement, monitor, and administer the loan during the life of the project. Some complex projects can have a five (5) year timeline from inception of the project to financial close (Attachment B). The sheer volume of projects determines that they cannot all be financed by a single lender. Therefore, it is imperative that organizations research and evaluate all financing options. Given that the District’s Capital Improvement Program

over the next five (5) years will need an estimated \$145M in financing. Due to the complexity and size of the loans of some of the projects, such as the Reclaimed Water Project and the Sewer Main Rehabilitation, financing can sometimes be restricted to those banks that have the capability of issuing such loans. The lender will also need to review and assess the District's creditworthiness, ability to deliver and perform according to specifications, and business continuity.

After reviewing several options for financing staff determined that IBank is the better option for the design-build of the Training Building and the Lab Building. The reason for this recommendation is that IBank offers a specialized loan for infrastructure projects for public agencies. The proposed project meets the required criteria for special financing.

IBank has completed its review of the audited financial statements and other materials provided in connection with the financing requested by the District for the Training and Office Building and Laboratory Building Project. IBank has extended the District an invitation to apply for financing under IBank's Infrastructure State Revolving Fund Program ("ISRF Program").

Once the application is submitted, IBank will complete its review and underwriting of the Requested Financing generally within 90 days of receipt of the District's completed ISRF financing application.

The 10-year Capital Improvement Program (CIP) has various projects that require funding. The loans from IBank will assist in funding the following two (2) projects:

1. Laboratory Building
2. Training and Office Building

The estimated cost for both projects is \$16.5 million. The District will request \$15 million in financing from IBank and use \$1.5 million from sewer rates as match funding. The financing costs were included in the Fiscal Year 2020/21 rate study as a planning strategy to meet long term needs while maintain affordability to customers. This is the first in a series of projects that will require financing as is presented in the CIP and rate study.

Recommendation

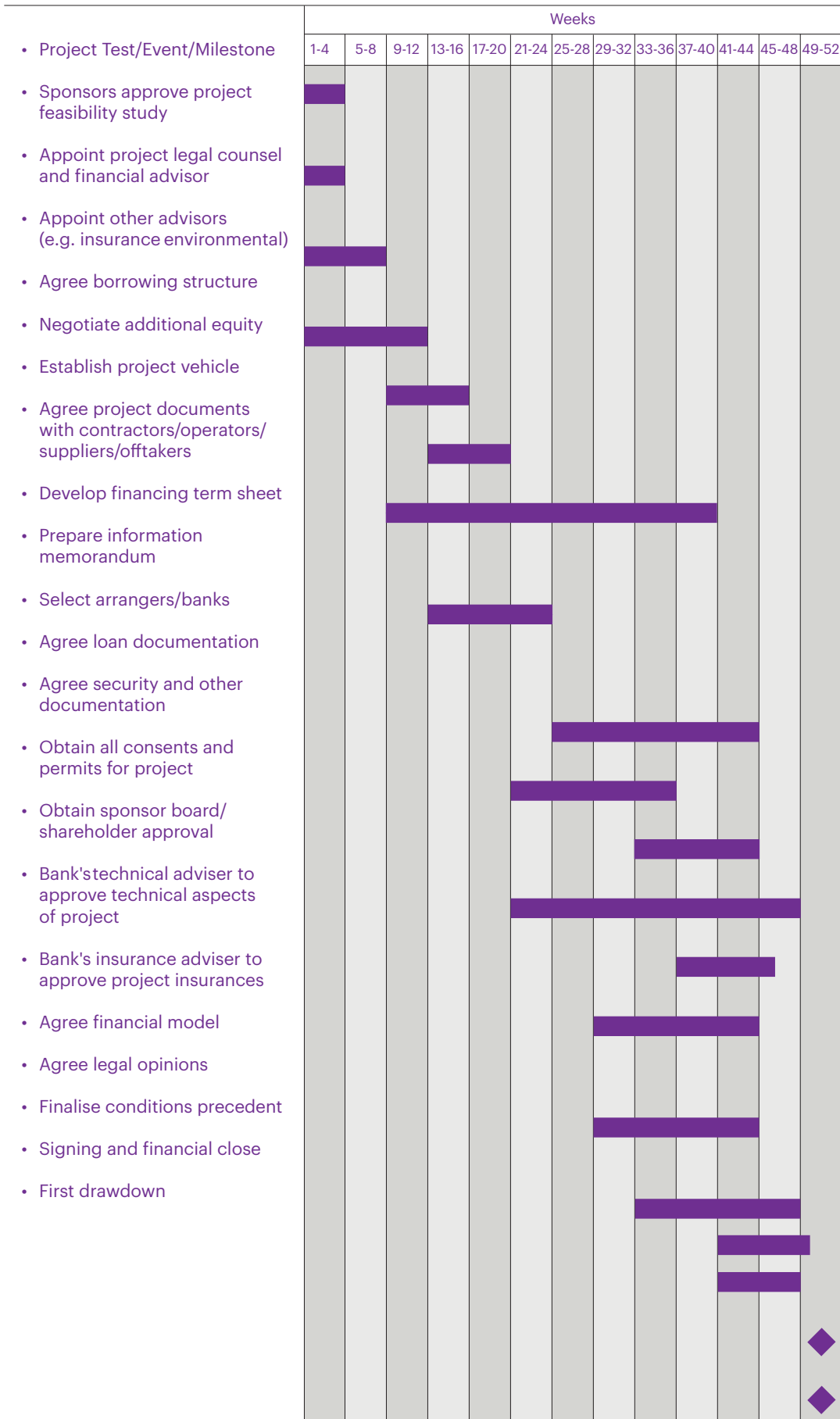
Recommend that the Board of Directors to authorize the General Manager to apply for financing IBank for the Training & Office Building and Laboratory Building.

Attachments

- Attachment A: Five (5) Year CIP
- Attachment B: Sample Timeline
- Attachment C: Bank of America Financing Estimate
- Attachment D: IBank Board Approved Criteria and Guidelines
- Attachment E: IBank Interest Setting Guidelines
- Attachment F: IBank Frequently Asked Questions

Five-Year CIP Costs

Project Description	2021	2022	2023	2024	2025	2026
FUND 12						
PLANT						
Reclaimed Water Project Phase 1 Design Build	\$ -	\$ 1,359,600	\$10,142,204	\$10,446,470	\$13,289,800	\$13,811,172
Influent Pump Station Rehabilitation Design Build	1,200,000	1,236,000	-	-	-	-
Vehicle & Major Equipment Replacement Fund	638,000	638,000	638,000	638,000	638,000	638,000
Fence Extension & Fortification (Carry Over) plus Van Buren Slope Protection	280,000	-	-	-	-	-
Switch Board Main Service Replacement	-	257,500	-	-	-	-
COLLECTIONS						
Lateral Grant Program	\$ 54,000	\$ 55,620	\$ 57,289	\$ 59,007	\$ 60,777	\$ 62,601
Sewer Main Rehabilitation or Replacement	2,643,928	5,185,524	7,571,822	8,084,418	8,606,738	9,162,800
Manhole Rehabilitation	-	-	-	-	-	-
Sewer Main Emergency Repairs	112,000	115,360	118,821	122,385	126,057	129,839
Emergency Sewer Siphon Replacement Design	325,000	412,000	-	-	-	-
Emergency Sewer Siphon Replacement Const.	2,000,000	3,090,000	-	-	-	-
TOTAL - FUND 12	\$ 7,502,928	\$12,349,604	\$18,528,135	\$19,350,281	\$22,721,372	\$23,804,411
FUND 13 - Connection Fees						
PLANT						
Reclaimed Water Project Phase 1 Design Build	\$ -	\$ 906,400	\$ 6,761,469	\$ 6,964,313	\$ 8,859,866	\$12,030,646
Training & Office Building - Design (Carry Over)	100,000	549,896	-	-	-	-
Training & Office Building - Construction	-	-	-	-	1,990,171	3,433,579
Additional Parking & Landscaping	250,000	-	-	-	-	-
TOTAL - FUND 13	\$ 350,000	\$ 1,456,296	\$ 6,761,469	\$ 6,964,313	\$10,850,037	\$15,464,225
CONTINGENCY	\$ 92,000	\$ 96,655	\$ 101,546	\$ 106,684	\$ 112,083	\$ 117,754
TOTAL - 5-Year CIP Program Costs	\$ 7,944,928	\$13,902,555	\$25,391,150	\$26,421,279	\$33,683,492	\$39,386,391



Design-Build Energy Services Project- Financial Discussion

July 7, 2021 8:30 a.m. to 9:15 a.m.

Participants

Valley Sanitary District

- Beverli Marshall, General Manager
- Ron Buchwald, Engineering Services Manager
- Jeanette Juarez, Business Services Manager

Schneider Electric

- Valerie Houchin, Program Manager

Meeting Goal: Share information regarding the potential funding sources for the Energy services design-build project at VSD treatment plant. Discuss setting up a meeting to discuss ideas for marketing/PR plan to support VSD Strategic Plan Goal #4, including web content.

AGENDA

- Recap on Phase 2 scope and budgetary price.
- Annual debt service options based on borrowing amounts – from Bank of America (see below)

\$50MM Borrowing					
Term (Years)	Aggressive Interest Rate	Annual Debt Service Payment	Term (Years)	Conservative Interest Rate	Annual Debt Service Payment
15	2.23%	\$ 3,958,546.60	15	2.75%	\$ 4,109,959.08
20	2.45%	\$ 3,192,227.42	20	2.99%	\$ 3,357,678.93

\$55MM Borrowing					
Term (Years)	Aggressive Interest Rate	Annual Debt Service Payment	Term (Years)	Conservative Interest Rate	Annual Debt Service Payment
15	2.23%	\$ 4,354,401.26	15	2.75%	\$ 4,520,954.99
20	2.45%	\$ 3,511,450.16	20	2.99%	\$ 3,693,446.83

\$60MM Borrowing					
Term (Years)	Aggressive Interest Rate	Annual Debt Service Payment	Term (Years)	Conservative Interest Rate	Annual Debt Service Payment
15	2.23%	\$ 4,750,255.92	15	2.75%	\$ 4,931,950.90
20	2.45%	\$ 3,830,672.90	20	2.99%	\$ 4,029,214.72

- Discuss next steps with BOA and/or other lenders?
- Set up meeting to discuss marketing, communication (including web content) -- general timeframe?



CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK

CRITERIA, PRIORITIES, AND GUIDELINES

**FOR THE SELECTION OF PROJECTS FOR FINANCING
UNDER**

**THE INFRASTRUCTURE STATE REVOLVING FUND (ISRF)
PROGRAM**

Date Effective: February 23, 2016

Contents

I. ELIGIBILITY CRITERIA.....	3
A. Introduction	3
B. Authority	4
C. Applicants	4
D. Projects	5
E. Costs.....	7
II. THE FINANCING APPLICATION	8
A. Readiness and Feasibility	8
1. Permits	9
2. Source of Financing Repayment	9
3. Project Funds	9
4. Prevailing Wages and Contractor Pre-Qualification.	9
5. Business Relocation	10
III. APPLICATION PROCESS	10
A. Financing Application.....	10
B. Final Financing Approval.....	10
C. Application/Financing Process Assistance	11
D. The State Environmental Goals and Policy Report and Coordination with Growth Management Strategies	11
E. Capital and Infrastructure Project Planning Report.....	11
F. Prioritizing Projects.....	11
G. Applicant Resolution.....	11
IV. FINANCING TERMS AND LIMITATIONS.....	12
A. Financing Amount.....	12
B. Interest Rate	12
C. Amortization	13
D. Prepayment.....	13
E. ISRF Financing and Amendment Fees.....	13
F. Funding Limits.....	14
Exhibit A—Credit Underwriting Guidelines and Procedures.....	15

**CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK
(IBank)**

**CRITERIA, PRIORITIES, AND GUIDELINES FOR THE SELECTION OF
PROJECTS FOR FINANCING UNDER
THE INFRASTRUCTURE STATE REVOLVING FUND (ISRF) PROGRAM**

Date Adopted: February 23, 2016

I. ELIGIBILITY CRITERIA

A. Introduction

The California Infrastructure and Economic Development Bank (“IBank”) was created to serve a variety of public purposes including providing an accessible low-cost financing option to eligible borrowers for a wide range of infrastructure projects. To meet this important public purpose, the IBank developed its Infrastructure State Revolving Fund (“ISRF Program”). ISRF Program financing is available in amounts from \$50,000 to \$25,000,000, with terms of up to 30 years. The interest rate for each financing¹ is set at the time the financing is approved. Applications are accepted on a continuous basis.

To leverage the assets within the ISRF Program, the IBank, from time-to-time, issues Infrastructure State Revolving Fund Revenue Bonds (“ISRF Program Bonds”) secured by ISRF Program financings (“ISRF Financing” or “Financing”) and other assets under the ISRF Program.

¹ “Financing” is used generically in this document to refer to various forms of limited obligation financings.

B. Authority

The eligibility criteria and other program requirements for the Infrastructure State Revolving Fund Program (“ISRF Program”) set forth in these “Amended and Restated Criteria, Priorities, and Guidelines for the Selection of Projects for Financing Under the Infrastructure State Revolving Fund Program” (the “Criteria”) are based on the provisions of Chapters 1-2 of Division 1 of Title 6.7 of the Government Code of the State of California, commencing with Section 63000 (the “IBank Act”) as of the date of the adoption of the Criteria.

Subsequent to the date of the adoption of the Criteria, whenever provisions of the IBank Act are changed such that specific provisions of the Criteria are inconsistent with the applicable provisions of the IBank Act, the requirements of the IBank Act shall govern.

The IBank Board periodically reviews, modifies, and adopts the Criteria as policy and authorizes the Executive Director to maintain, disclose, and circulate the guidelines and procedures detailed in Exhibit A for the benefit of potential applicants, borrowers, and the general public.

C. Applicants

Applicants must meet one of the following definitions:

For Infrastructure Projects:

For projects that fall in categories 1 through 16, under the section titled “Projects” below (“Infrastructure Projects”), the borrower may be any subdivision of a local or state government, including departments, agencies, commissions, cities, counties, non-profit corporations formed on behalf of an applicant, special districts, assessment districts, and joint powers authorities within the state or any combination of these subdivisions that makes application to the IBank for financial assistance in connection with a project in a manner prescribed by IBank. Such borrower is considered a “Sponsor” for purposes of these Criteria.

In addition, for those projects in categories 1 through 16 below, an eligible borrower may be any company, corporation, association, state or municipal governmental entity, partnership, firm, or other entity or group of entities, provided that for a borrower, other than a state or municipal governmental entity, such borrower is organized as a public benefit tax exempt not for profit entity and is, engaged in business or operations within the state; and provided further, that, for the purpose of implementing a project, in categories 1 through 16, such entity applies for financing from the IBank in conjunction with a Sponsor.

For Economic Expansion Projects:

For projects that fall in categories 17 and 18, under the section titled “Projects” below (“Economic Expansion Projects”) that facilitate any of the environmental,

economic, and social goals enumerated in The Governor’s Environmental Goals and Policy Report, as more particularly identified in Section III D of the Criteria, the borrower may be any person, company, corporation, association, state or municipal governmental entity, partnership, firm, or other entity or group of entities, provided that such borrower is organized as a public benefit tax exempt not for profit entity and is engaged in business or operations within the state and provided further, that, for the purpose of implementing an Economic Expansion Project, such entity applies for financing from the IBank in conjunction with a Sponsor.

D. Projects

“Project” generally means designing, acquiring, planning, permitting, entitling, constructing, improving, extending, restoring, financing, and generally developing facilities within the state and would include real and personal property, structures, conveyances, equipment, thoroughfares, buildings and supporting components thereof, excluding any housing, directly related to providing any of the following:

INFRASTRUCTURE PROJECTS

1. City Streets including any street, avenue, boulevard, road, parkway, drive, or other way that is one of the following: An existing municipal roadway; or the project is shown upon a plat approved pursuant to law and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, bridges, shoulders, gutters, curbs, guardrails, sidewalks, parking areas, benches, fountains, plantings, lighting systems, and other areas within the street lines, as well as equipment and facilities used in the cleaning, grading, clearance, maintenance, and upkeep thereof.
2. County Highways including any county highway as defined in Section 25 of the Streets and Highways Code, that includes the land between the highway lines, whether improved or unimproved, and may comprise pavement, bridges, shoulders, gutters, curbs, guardrails, sidewalks, parking areas, benches, fountains, plantings, lighting systems, and other areas within the street lines, as well as equipment and facilities used in the cleaning, grading, clearance, maintenance, and upkeep thereof.
3. Drainage, Water Supply, and Flood Control including but not limited to ditches, canals, levees, pumps, dams, conduits, pipes, storm sewers, and dikes necessary to keep or direct water away from people, equipment, buildings, and other protected areas as may be established by lawful authority, as well as the acquisition, improvement, maintenance, and management of flood plain areas and all equipment used in the maintenance and operation of the foregoing.

4. Educational Facilities including libraries, child care facilities, including, but not limited to, day care facilities and employment training facilities. Also including facilities for laboratories, administration centers, student service buildings, athletic complexes and public parking facilities.
5. Environmental Mitigation Measures including required construction or modification of public infrastructure, and purchase and installation of pollution control and noise abatement equipment.
6. Parks and Recreational Facilities including local parks, recreational property and equipment, parkways and property.
7. Port Facilities including airports, landports, waterports, railports, docks, harbors, ports of entry, piers, ships, small boat harbors and marinas, and any other facilities, additions, or improvements in connection therewith, that transport goods or persons.
8. Power and Communications including facilities for the transmission or distribution of electrical energy, natural gas, and telephone and telecommunications services as well energy conservation measures. Also including facilities for the generation or storage of electrical energy as well as for energy conservation measures.
9. Public Transit including air and rail transport, airports, guideways, vehicles, rights-of-way, passenger stations, maintenance and storage yards, and related structures, including, public parking facilities, equipment used to provide or enhance transportation by bus, rail, ferry, or other conveyance, either publicly or privately owned, that provides to the public general or special service on a regular and continuing basis.
10. Sewage Collection and Treatment including pipes, pumps, and conduits that collect wastewater from residential, manufacturing, and commercial establishments, the equipment, structures, and facilities used in treating wastewater to reduce or eliminate impurities or contaminants, and the facilities used in disposing of or transporting, remaining sludge, as well as all equipment used in the maintenance and operation of the foregoing. Also including facilities for the recycling of or facilitating the alternative use of remaining sludge and for maintenance and operation of such facilities.
11. Solid Waste Collection and Disposal including vehicles, vehicle-compatible waste receptacles, transfer stations, recycling centers, sanitary landfills, and waste conversion facilities necessary to remove solid waste, except that which

is hazardous as defined by law, from its point of origin. Also including equipment in connection with the foregoing.

12. Water Treatment and Distribution including facilities in which water is purified and otherwise treated to meet residential, manufacturing, or commercial purposes and the conduits, pipes, and pumps that transport it to places of use.
13. Defense Conversion including but not limited to, facilities necessary for successfully converting military bases consistent with an adopted base reuse plan.
14. Public Safety Facilities including but not limited to, police stations, fire stations, court buildings, jails, juvenile halls, and juvenile detention facilities.
15. State Highways including any state highway as described in Chapter 2 (commencing with Section 230) of Division 1 of the Streets and Highways Code, and the related components necessary for safe operation of the highway.
16. Military Infrastructure including but not limited to facilities on or near a military installation that enhance the military operations and mission of one or more military installations in this state. To be eligible for funding the project shall be endorsed by the Office of Planning and Research. "Military installation" means any facility under the jurisdiction of the Department of Defense, as defined in paragraph (1) of subsection (e) of Section 2687 of Title 10 of the United States Code.
17. Goods movement-related infrastructure including port facilities, roads, rail, and other facilities and projects that move goods, energy and information.

ECONOMIC EXPANSION PROJECTS:

18. Industrial, Utility and Commercial: including, but not limited to, facilities that are used for industrial, utility or commercial goods movement purposes and any parts or combination thereof and all facilities or infrastructure necessary or desirable in connection therewith.
19. Educational, Cultural and Social: including, but not limited to, facilities that are used for cultural, recreational, research, community, or educational purposes as well as service enterprise facilities and social welfare facilities and any parts or combination thereof and all facilities or infrastructure necessary or desirable in connection therewith.

E. Costs

Eligible costs for financing include:

1. All or any part of the cost of construction, renovation, and acquisition of all lands, structures, real or personal property.
2. Rights, rights of way, franchises, licenses, easements, and interests acquired or used for a project.
3. The cost of demolishing or removing any buildings or structures on land so acquired, including the cost of acquiring any lands to which the buildings or structures may be moved.
4. The cost of all machinery, equipment and financing charges.
5. Interest prior to, during, and for a period after, completion of construction, renovation, or acquisition, as determined by the IBank.
6. Provisions for working capital.
7. Reserves for principal and interest and for extensions, enlargements, additions, replacement, renovations, and improvements.
8. The cost of architectural, engineering, financial and legal services, plans, specifications, estimates, administrative expenses.
9. Other expenses necessary or incidental to determining the feasibility of any project or incidental to the construction, acquisition, or financing of any project.

II. THE FINANCING APPLICATION

A. Readiness and Feasibility

Applicant must demonstrate project readiness and feasibility to complete construction within 2 years after the IBank's financing approval. In this context, "complete a project" the portion of the project financed by the IBank must meet construction contract specifications for completeness and / or ability to operate. In addition, project must meet "feasibility" requirements set forth below:

1. Permits

Applicant must provide evidence that it has applied for and/or received all permits or approvals, if appropriate for the type of financing being considered, necessary for the construction of the project.

2. Source of Financing Repayment

Eligible sources of financing repayment include, without limitation, the following:

- a. Water or Sewer Enterprise/Special Fund. Projects that will be part of a revenue-producing water or sewer enterprise system may be financed with a financing that is payable with revenues from the water or sewer enterprise/special fund.
- b. Other Enterprise/Special Fund. Other revenue producing enterprise systems such as ports, airports, solid waste systems, bridges, and parking facilities may be eligible if the proposed project and repayment stream are acceptable to the IBank.
- c. General Fund Lease. ISRF Financings secured by leases of Borrower assets.
- d. Land Secured. ISRF Financings repaid with property taxes or property-related assessments.
- e. Voter-approved General Fund debt or other voter-approved debt secured by full faith and credit (general obligation).
- f. Other sources of repayment and/or alternative financing structures may be considered by the IBank at its discretion.

3. Project Funds

The IBank will require all project funding sources, other than the IBank's financing, to be identified at the time of application and committed prior to financing approval by the IBank. The IBank may also require additional reviews and evaluations of project feasibility and potential risks.

4. Prevailing Wages and Contractor Pre-Qualification.

Projects financed with IBank funds will be required to comply with Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code, including the payment of prevailing wages.

All borrowers that receive IBank financing above \$2 million, and that are also the entity awarding the construction contract, must pre-qualify contractors bidding on the IBank financed project using the model pre-qualification questionnaire approved by the Department of Industrial Relations (“DIR”) pursuant to AB 574 (Chapter 972 of the Statutes of 1999). The model questionnaire can be obtained from DIR’s website at: <http://www.dir.ca.gov/prequal.htm>

5. Business Relocation

ISRF financing shall not be used to facilitate the relocation of a private sector business from one political jurisdiction of the State to another without substantial justification deemed acceptable by the IBank. Examples of justifications include, without limitation, (i) completion of the project is necessary to prevent relocation of substantial business operations outside the State; or (2) the needs of the private sector business cannot be accomplished within the current location.

III. APPLICATION PROCESS

A. Financing Application

Applications will be accepted on a continuous basis. However, during any period where application deadlines have been imposed by the IBank, applicants must submit complete Financing Applications by an announced application deadline date in order for such applications to be considered.

The board approved form of ISRF Program Financing Application, found on the IBank’s website, requires detailed information and documentation about the applicant and the project in order to enable the IBank to determine if the application complies with the IBank’s Criteria including its creditworthiness and underwriting criteria.

Prospective applicants are encouraged to contact IBank staff to schedule a pre-application meeting to discuss the Criteria and the Program.

B. Final Financing Approval

The Board of Directors of the California Infrastructure and Economic Development Bank (“IBank Board of Directors”) is authorized to make financing and other decisions at any of its meetings in accordance with and pursuant to the IBank Act and as otherwise provided by law.

C. Application/Financing Process Assistance

IBank staff is available to and does provide applicants with assistance in the process of completing the Financing Application.

D. The State Environmental Goals and Policy Report and Coordination with Growth Management Strategies

For Infrastructure Projects, prior to submitting the financing request to the IBank Board of Directors for approval, the governing body or bodies of the applicant shall determine, by resolution, certified to the IBank, that in approving the project, the governing body considered (i) the impact of the project on California's land resources and the need to preserve such resources; (ii) whether the project is economically or socially desirable, (iii) whether the project is consistent with, and in furtherance of The State Environmental Goals and Policy Report, and (iv) if applicable, whether the project is consistent with SB 375 (Steinberg – 2008) or SB 732 (Steinberg–2008).

E. Capital and Infrastructure Project Planning Report.

If the applicant is a state agency, board, commission, or department, the IBank shall consider, as appropriate, the manner in which the project reflects the goals of the Capital and Infrastructure Project Planning Report, prepared by the Director of Finance, in its selection of projects.

F. Prioritizing Projects

If the immediate financing needs of projects to be selected for IBank financing exceed the lending capacity of the ISRF Program, the IBank will give priority to Infrastructure Projects over Economic Expansion Projects. Further, at such times, as between Infrastructure Projects, the IBank will give priority to Infrastructure Projects located in, or adjacent to or directly affecting, areas with high unemployment rates, low median family income, declining or slow growth in labor force employment, or high poverty rates.

G. Applicant Resolution

Prior to submitting the financing request for approval to the IBank Board of Directors, pursuant to Government Code Section 63041(a), the governing body or bodies of the Sponsor shall find, by resolution, certified to the IBank, each of the following:

1. The project facilitates effective and efficient use of existing and future public resources so as to promote economic development and conservation of natural resources. The project develops and enhances public infrastructure in a manner that will attract, create, and sustain long-term employment opportunities.

2. The project is consistent with the general plan of both the city and county, or only the county for projects in unincorporated areas in which the project is located.
3. The proposed financing is appropriate for the specific project.
4. The project is consistent with the criteria, priorities, and guidelines for the selection of projects adopted by the IBank pursuant to Government Code Section 63040.
5. In accordance with section III (D) above, the governing body of the applicant considered (i) the impact of the project on California's land resources and the need to preserve such resources; (ii) whether the project is economically or socially desirable; and (iii) whether the project is consistent with, and in furtherance of The State Environmental Goals and Policy Report.

IV. FINANCING TERMS AND LIMITATIONS

A. Financing Amount

ISRF Financings will be available in amounts ranging from \$50,000 to \$25 million per applicant. Larger ISRF Financings may be approved by IBank subject to lending capacity and other factors including collateral and credit quality/review.

B. Interest Rate

The interest rate on ISRF Financings will be based on a combination of the Interest Rate Benchmark and Interest Rate Adjustments.

The Interest Rate Benchmark will be based on the Thompson's Municipal Market Data Index. The Interest Rate Benchmark determination is detailed in a separate document titled "ISRF Program Interest Rate Setting Methodology" and is available on the IBank's website.

Generally, Interest Rate Adjustments will cause the interest rate on ISRF Financings to be below the Interest Rate Benchmark. Interest Rate Adjustments will be based on the following factors dependent upon the repayment source:

1. Applicant Structure/Organization
2. Local Fiscal Capacity—As measured by median household income, debt per user/ household, and applicable taxes/charges/fees as a % of median household income.
3. Security/Repayment Pledge—As measured by credit rating/review and lien position of the ISRF Financing as senior, parity, or subordinated.

4. The term of the ISRF Financing
5. Other Terms and Conditions of the ISRF Financing—Includes frequency of repayment, repayment provisions, and, as applicable, reserves and coverage.
6. IBank Staff Review and Analysis—In accordance with the guidelines and procedures detailed within Exhibit A.
7. Interest rate setting methodology, including the Interest Rate Benchmark determination, is detailed in a separate document titled “ISRF Program Interest Rate Setting Methodology” and is available on the IBank’s website.

C. Amortization

The ISRF Financing term will not exceed the lesser of the project's useful life or 30 years. However, borrowers may choose shorter maturities. Repayment of the ISRF Financing will be targeted to begin within one year of ISRF Financing origination. As required, interest payments can be made from capitalized interest included in the ISRF Financing amount or other sources identified by the borrower as documented in the ISRF Financing agreement. ISRF Financings will generally be amortized on a level repayment basis, but other amortization structures may be required or approved by IBank as appropriate in a given case.

D. Prepayment

The IBank has issued and expects to continue to issue ISRF Program Bonds to fund portions of the ISRF Program. Borrowers may be permitted to prepay their ISRF Financings in whole or in part with the prior written consent of the IBank and such prepayments may be subject to prepayment premiums and other restrictions in accordance with requirements of the Program Bonds or as otherwise required by the IBank.

E. ISRF Financing and Amendment Fees

For ISRF Financings with a principal amount equal to or greater than \$250,000, a one-time origination fee of the greater of ten thousand dollars (\$10,000.00) or 1.00% of the original ISRF Financing amount will be paid as a condition of closing. For ISRF Financings with a principal amount less than \$250,000, the one-time origination fee may be reduced or waived, at the IBank’s discretion. The origination fee may be financed as part of the ISRF Financing. A servicing fee of 0.30% of the outstanding balance will be payable annually, in arrears. An amendment fee will be charged as appropriate for each amendment to the ISRF Financing documents.

F. Funding Limits

Not more than fifteen percent (15%) of the financings approved by the IBank in a given fiscal year, that utilize State funds, may be expended upon Educational Facilities, Environmental Mitigation Measures, and Parks and Recreational Facilities.

Exhibit A—Credit Underwriting Guidelines and Procedures

CALIFORNIA INFRASTRUCTURE AND ECONOMIC DEVELOPMENT BANK

INFRASTRUCTURE STATE REVOLVING FUND PROGRAM

CREDIT UNDERWRITING

Guidelines and Procedures

Introduction

The ISRF Program's credit underwriting guidelines and procedures outlined below represents the general requirements for the listed repayment sources. To adequately address the unique credit features of a particular ISRF Financing, and to provide sufficient security for the ISRF Program, additional covenants, credit enhancement, or security may be required by the IBank. Additional security may include: (1) a covenant for a debt service reserve fund at the borrower level, (2) a provision for additional security during the construction or start-up phase of a project, or (3) stricter financial covenants for borrowers with limited historical coverage or dependence on a concentrated source of revenues. IBank staff will discuss the need for such covenants with the applicant during the underwriting process and such covenants will become part of any ISRF Financing agreement entered into between the borrower and the IBank.

Alternate sources of ISRF Financing repayment or financing structures may be considered by the IBank on a project-by-project basis.

No uncured bond/loan/debt defaults may exist at the time the ISRF Financing is approved or funded. Additionally, prior cured defaults may be grounds to not approve a request, depending on circumstances.

General Quantitative Analysis

I. ISRF Financings secured solely or primarily by a revenue pledge

A. Evaluate Repayment Ability:

1. Determine the amount of revenue available for pledging from the revenue source.
2. Verify that the purpose of the financing can be secured by the proposed revenue source.
3. Evaluate the historical receipt of revenues from the proposed revenue source.
4. Evaluate the historical expenses and transfers paid from the proposed revenue source.
5. Determine amount and pledge status of any outstanding debt or other proposed debt secured or to be secured by the proposed revenue source.
6. Calculate the amount of cash flow available for debt service and the debt service coverage ratio.
7. If the amount of cash flow available for debt service is insufficient to demonstrate repayment ability for the requested ISRF Program financing plus existing and other proposed debt, determine if the borrower has cash available in an amount sufficient to establish a rate stabilization fund and/or debt service reserve fund.

B. Determine impact of the financing on the operating and other funds:

1. Measure revenue from pledged source against total operating budget.
2. Determine the effect on the operating budget from use of the specific revenue for financing purposes.
3. Determine impact of borrowing on fund balances and projected cash flow.

II. For ISRF Financings with a general fund financing structure

A. Evaluate general fund revenues:

1. Determine the sources of and the likely recurrence of the general fund revenues.
2. Verify that the purpose of the financing is consistent with a general obligation pledge.

B. Impact of financing on operating and other funds:

1. Determine if the financed project will result in an increase in annual operating costs to the borrower.
2. Determine impact of the financing on general fund balances and projected cash flow.

III. In addition to financial viability, IBank will review the legal and structural feasibility of borrowers formed through a joint powers agreement or inter-governmental agreement (collectively, “JPA”)

A. Legal Review of Agreements:

1. Review agreements for consistency.
2. Determine the life of the JPA and consistency with requested financing term.
3. Confirm that agreements allow JPA to enter into financing.

B. Evaluation of public support including, as applicable, governing body or voter authorization.

IV. For All Borrowers

A. Completeness of Application

1. Ensure that ISRF Financing application is complete, including attachments and exhibits.
2. Ascertain that governing body of borrower has approved ISRF Financing application.
3. Confirm that:
 - a. Applicant is an eligible borrower.
 - b. Project is an eligible project.

- c. Proposed source of repayment is appropriate for request financing.
- d. Repayment ability from the proposed source.
- e. Determine the impact of the financing on fund balances and operations.

B. Evaluation of Capital Planning and Financial Condition

- 1. Inquire of borrower whether or not borrower has other unmet capital needs.
- 2. Review at least the previous five years' audited financial statements.
- 3. Conduct financial analysis of borrower's general credit
 - a. Perform analysis of financial statements using criteria appropriate for analysis of municipal credits or private credits, as the case may be.
 - b. Review any official statements or prospectus used in conjunction with the issuance of bonds.
 - c. Conduct discussions with the borrower's financial advisor/underwriter to assist in the evaluation of financial conditions.
 - d. Review reports of bond rating agencies where applicable.
 - e. Review existing property tax rates and general obligation bonding capacity, as applicable for public entity borrowers.
 - f. Existing indebtedness, secured and unsecured
 - g. Cash flow projections, as appropriate

C. Evaluate Economic/Demographic Trends

- 1. Examine population trends
- 2. Examine assessed value trends

D. Legal Review to Evaluate Applicable Legal Authority

- 1. State law
- 2. Federal tax law

E. Meet with Management and Conduct Site Visit of Project

1. Determine management's understanding of all obligations, terms, and conditions of the ISRF Financing
2. Determine management's readiness and ability to assume responsibility for the timely repayment of the ISRF Financing.
3. Visit project site to determine viability of the project and to identify other potential obstacles or restrictions.

V. Priority of Liens

A. Where applicable for the type of financing sought, the IBank will, in general, insist on a senior lien position from borrowers on parity (*pari passu*) with other senior lien debt, if any, secured by the same source of funds. The IBank may consider exceptions to this policy if one or more of the following conditions are met:

1. An additional source, or sources, of revenue are pledged that provide sufficient additional security to the IBank.
2. The borrower has outstanding subordinate lien debt rated with an investment grade rating.
3. The borrower has outstanding senior lien debt that has been rated no lower than the third highest rating category.

VI. ISRF Financing Eligibility Determination and Staff Recommendation to the IBank Board

A. The IBank staff will provide its analysis, including its credit analysis, and make a recommendation to the IBank Board for ISRF Financing consideration, including:

1. ISRF Financing amount
2. Interest Rate Adjustments
3. ISRF Financing terms and conditions

B. If IBank staff does not recommend approving an ISRF Financing, staff will provide its reasoning to the applicant.

- C. The IBank Board has the authority to waive or amend credit standards as necessary to accommodate complex or unusual transactions.

UNDERWRITING GUIDELINES FOR SPECIFIC TYPES OF BORROWERS

ENTERPRISE FUND SECURED FINANCINGS

General Credit Review

IBank will review the historical operations of the enterprise including, but not limited to, revenue collection, expenses, transfers-in and transfers-out, debt issuance and debt service ability, and capital spending. Future revenues, expenses, transfers-in and transfers-out, debt issuance and debt service ability, and the system's capital plan may also be reviewed.

Analysis will include review of historical rate increases, compliance with Proposition 218, and comparison of rates to similar systems in the region. Documents for debt outstanding at the time of application to IBank will also be reviewed.

Water systems shall provide information as to the current and future expectations of the stability of their water supply.

**Net Revenues
and
Adjustments**

Net revenues, for the purposes of determining debt service coverage and setting rates and charges, shall be calculated to include recurring system revenues and excluding extraordinary items. IBank may consider connection fees, and transfers-in and transfers-out, in the calculation of net revenues on a case by case basis.

Adopted rate increases or system expansion may be used to adjust revenues. Such revenue adjustments must be supported by a report prepared by a qualified, independent consultant, such as a rate consultant or other consultant acceptable to IBank. For IBank to consider a consultant's report, the report must include, at a minimum, the consultant's calculations and a clear and concise narrative supporting the calculations. IBank will thoroughly review the consultant's report to ensure the narrative and calculations support each other. IBank may discount the consultant's calculations if deemed warranted at IBank's sole and absolute discretion before considering any adjustments in the debt service coverage calculations.

System expansions shall only be included in the calculation of net revenues for purposes of determining the debt service coverage ratio to the extent that if such expansion does not occur, system rates and charges for existing ratepayers would not need to be increased by more than twenty percent cumulatively to maintain the debt service coverage required by IBank.

Rate stabilization fund balances currently maintained by the system may be included in the coverage calculation for purposes of setting current year rates and charges and determining coverage.

The system also **may establish** a rate stabilization fund to meet the required debt service coverage. In such case, the applicant/borrower must provide a copy of a resolution directing the establishment for such fund and evidence that the fund has been established.

System Requirement

The system's top ten ratepayers must not provide more than 50% of the system's total annual operating revenues.

No single ratepayer may provide more than 15% of the system's total annual operating revenues.

The system's governing board must be empowered to establish and enact rates and charges to ensure sufficient revenue for expenses and debt payments, without the approval of any other governing body. However, where another entity holds such power (for example, a city council), a binding agreement by such entity may be acceptable to IBank.

Sewer systems must have a mandatory hook-up ordinance in effect at the time of IBank financing approval.

Debt Service Requirements

The applicant's revenues must exceed 100% of projected debt service by a margin that is appropriate for the applicant's overall credit strength.

Financing Covenants

Rates and Charges Covenant: The system's governing board must covenant to maintain the required debt service coverage ratio.

Standard covenants appropriate for the particular borrower and similar enterprise fund secured debt will be included in the financing agreement.

GENERAL FUND LEASE SECURED DEBT

(Financings secured by leases of borrower assets)

General Credit Review

IBank will review the source and diversity of the revenue streams supporting the general fund and the level of historical receipt of such streams. Additionally, IBank will review the historical availability of fund balances, taxpayer concentration, outstanding capital lease and debt service obligations, and any other significant liabilities.

The applicant shall provide a written statement that the project undertaken and the lease of the subject facility are not the subject of any litigation or material controversy.

Structuring Requirements

The project budget for each lease financing must include a construction contingency in an amount deemed reasonable to cover the amount of cost over-runs.

Non-asset transfer project budgets must include capitalized interest sized to fully cover debt service payable during the estimated construction period plus six months.

Asset transfer projects require the applicant to pledge one or more unencumbered real property(ies) owned by the applicant that are acceptable to IBank as the subject(s) (leased asset(s)) of the financing agreement. The fair market value of the leased asset(s) must be supported by a complete appraisal report prepared by an independent MAI appraiser or by another valuation method acceptable to IBank. The **fair market value** must be equal to or greater than the amount of the IBank financing and the **annual fair market rental value** must be equal to or greater than the maximum annual debt service payments due under the financing agreement throughout the term of the financing.

Debt Service Requirements

Total debt service obligations, inclusive of IBank’s financing, of the general fund must not exceed 15% of total general fund revenue.

Fund must demonstrate the ability to service the proposed financing.

Lease Covenants

Leased asset(s) must not be the subject of any litigation or material controversy.

Construction contracts must be fixed-price. Contractor must obtain payment and performance bonds, builder’s risk insurance, and liability and worker’s compensation insurance.

CLTA or ALTA Title Insurance is also required.

Rental Interruption Insurance is required for a period of at least six months beyond the period required to rebuild the leased facility.

Payment Covenant: The applicant must covenant to budget and appropriate funds sufficient to make annual financing payments.

Standard covenants appropriate for the particular applicant and for similar general fund financings will be included in the financing agreement.

LAND SECURED DEBT

(Financings repaid with property taxes or property-related assessments)

General Credit Review

IBank will review the stability and history of the district's and the county's property tax collections, the diversity of the district's tax payers, and over-lapping debt.

Value and Liens

Value for each assessed parcel can be either assessed value supported by the county's tax assessor's roll or appraised value supported by an appraisal report prepared by an independent MAI appraiser.

"Lien" includes all assessment liens and special taxes on the assessed parcels.

District Requirements

The district-wide value-to-lien ratio must be at least 3:1.

The individual value-to-lien ratio of no more than 20% of the assessed parcels may be less than 3:1.

The top ten taxpayers' aggregate assessment or special tax obligation may not exceed 50% of total assessment or special taxes.

No single taxpayer's obligation may exceed 15% of the total assessment or special taxes.

Property tax delinquencies and defaults within the district must not be materially above the countywide average.

Debt Service Requirement

Mello-Roos financings must have a special tax formula that produces maximum special tax revenues at least equal to 105% of projected debt service on the proposed financing.

Financing Covenants

Standard Covenants appropriate for the particular applicant and similar land secured financings will be included in the Financing agreement.

ALL OTHER FINANCINGS TO GOVERNMENTAL BORROWERS

(Financings repaid from other sources or secured by other collateral)

**General
Credit Review**

IBank will review historical operations of the entity on the basis of standards appropriate for the type of entity, the service, or amenity provided. The review will include, but is not limited to, revenue collection, expenses, transfers-in and transfers-out, debt issuance and repayment ability, and capital spending. Future revenues, expenses, transfers-in and transfers-out, debt issuance and repayment ability, and the entity's capital plan may also be reviewed.

**Debt Service
Requirement**

The applicant's revenues must exceed 100% of projected debt service by a margin that is appropriate for the applicant's overall credit strength.

**Financing
Covenants**

Standard covenants appropriate for the particular applicant and similar financings will be included in the financing agreement.

FINANCINGS TO NON-PROFIT BORROWERS

General Credit Review

In addition to underwriting guidelines applicable to the repayment source/revenues, IBank will rely upon structured and private finance criteria, as well as other applicable procedures, to review and analyze: (1) the legal structure of non-profit applicants; (2) the governing body and authority of non-profit applicants; (3) material “obligated persons” affiliated with projects and non-profit applicants; (4) relationships between non-profit applicants and “obligated persons;” (5) the technical, managerial, and financial capability of non-profit applicants to fulfill obligations to “Sponsors” (governments affiliated with the project) to construct/acquire and complete the project; (6) the technical, managerial, and financial capability of non-profit applicants to fulfill obligations to “Sponsors” to operate, manage, and maintain projects after construction; (7) management contracts between “Sponsors” and non-profit applicants; (8) validity and enforceability of pledged repayment sources/revenues; (9) existing and proposed obligations of non-profit applicants; (10) the essentiality, feasibility, sustainability, marketability, and appraised value of property, structures, or other fixed assets financed by or securing the Financing; (11) the validity, enforceability, and accessibility for IBank to control the operations or sale of property, structures, or other fixed assets financed by or securing the financings.

Value

The appraised value of the property, structures, and other fixed assets financed by or securing the financing must exceed 100% of projected debt service by a margin appropriate to similar structured/private financings.

The appraisal must be prepared by an independent MAI appraiser.

Debt Service Requirements

The applicant’s revenues must exceed 100% of projected debt service by a margin appropriate to similarly structured private financings.

Financing Covenants

Standard covenants appropriate for non-profit applicants and similar financings will be included in the financing agreement.

California Infrastructure State Revolving Fund

Interest Rate Setting Guidelines

The ISRF Interest Rate Setting Guidelines provide for the rate setting methodology for the ISRF program that is designed to achieve a number of goals:

- 1) Mitigate the risks of lending to lower creditworthy Borrowers by including risk-based factors in the interest rate setting methodology,
- 2) Increase the attractiveness of the Infrastructure State Revolving Fund Program to higher-rated credits, thereby improving the over-all loan portfolio risk profile,
- 3) Allow subsidies to be provided to all Borrowers, yet simultaneously allow the I-Bank to achieve its mission with respect to promoting employment opportunities and assisting “low-wealth” areas of the State by making additional subsidies available to Borrowers in communities with high unemployment and/or low median household incomes,
- 4) Ensure long term ISRF viability by setting interest rates in a manner that covers the I-Bank’s cost of funding loans, easily adjusts to changing market and economic conditions and satisfies tax compliance requirements,
- 5) Achieve goals 1-4 in a manner that is based on publicly available pricing data and is transparent to the Borrowers and prospective applicants.

Introduction/Background:

The California Infrastructure and Economic Development Bank (I-Bank), through its Infrastructure State Revolving Fund Program (“ISRF” or the “Program”) has historically offered a one size fits all interest rate pegged at 67% of a generic A rated municipal bond with an equivalent term [weighted average life] to the Loan. This approach, while simple to apply, attractive to lower rated Borrowers, and reasonably well correlated to pre-2008 Treasury/Muni interest rate differentials has, over time, resulted in an excessive and arbitrary assignment of subsidies and has potentially endangered the long term viability of the Program by requiring greater dedication of Program revenues to cover Bond debt service, leaving less available to meet annual operating costs of the I-Bank and the ISRF Program. Moreover, the volatility of post-2008 credit spreads as well as Treasury/Muni spreads indicates that a static approach is not sustainable if both marketability and solvency are to be maintained.

Unlike many of the country’s other State Revolving Fund Programs (SRF Program), which are limited to offering loans to water & sewer agencies, the I-Bank offers loans to a broad range of municipal Borrowers and certain nonprofit organizations secured by a

variety of pledges. Broadly, the quality of these pledges can be described as Strong, Good, and Adequate. Consequently, the I-Bank is faced with a much wider range of credit spreads than the typical SRF Program.

Proposed Methodology:

I-Bank's proposed methodology is a three step process.

Step 1 Determine the quality of the Security Pledge to select the appropriate proxy MMD scale to use.

- 1) MMD GO scales will be the entry point for Strong Pledge Loans,
- 2) MMD Revenue Bond Scales will be the entry point for Good Pledge Loans, and
- 3) MMD COP scales be used as the entry point for Adequate Pledge Loans.

Step 2 Use Published Letter Category Ratings for the pledged revenue stream to determine the Base (Market Price) Spread from the MMD AAA GO Scale applicable to the Borrower. Unrated and/or Below Investment Grade Borrowers would be assigned a spread equal to 105% of the Baa/BBB Spread (by maturity) within each category determined in Step 1.

Step 3 Apply subsidies to the spread determined in Steps 1 & 2 subject to certain limits:

- 1) General Subsidy applicable to All Borrowers equal to 15% of the applicable spread
- 2) Median Household Income Subsidy available on a sliding percentage scale to Borrowers that meet certain thresholds compared to the State Average Median Household Income (weighted)
- 3) Unemployment Rate Subsidy available on a sliding percentage scale to Borrowers that meet certain thresholds compared to the State Average Unemployment Rate (weighted)
- 4) Additional Subsidies as determined desirable by the Board & I-Bank Management (weighted)
- 5) Total Subsidies applicable to any Loan would be limited to the equivalent of a 2 letter category credit upgrade and 1 Security Pledge upgrade. In no event would a Borrower qualify for rates less than the MMD AAA GO (spread ≥ 0 except as outlined below in 6).
- 6) Upper limits on Loan Rates would be governed by Tax Law limitations on the portfolio yield.
- 7) If additional assistance is needed during construction, a stepped down coupon approach may be considered (x years at a discounted stepped down coupon

rate, reverting to normal coupons at $x+1$); provided Borrowers agree to longer restrictions on pre-payments.

By applying this methodology under these Guidelines, individual Loans would be structured using the adjusted scale derived from above. This will offer an incentive to better rated credits to utilize the ISRF Program, since they can reap the same benefits of a sloping yield curve as they would through a public offering at better rates.

Appendix A (attached) provides additional details on the Subsidy calculations, as well as several examples of how the methodology would be applied to different Borrowers.

APPENDIX A

Base Proxy Interest Rate and Spread Tables

Hypothetical as of November 14, 2013

MMD Base Rates (AAA GO) & Spreads		1.05					ALL RATES as of: 11/14/2013									
GO (Stongest Pledge)						Revenue (Strong Pledge)					Lease/COP (Weak Revenue Pledge)					
Year	Spread to MMD AAA GO					Spread to MMD AAA GO					Spread to MMD AAA GO					
	AAA	AA	A	BBB	NR/<IG	AAA	AA	A	BBB	NR/<IG	AAA	AA	A	BBB	NR/<IG	
1	0.17	0.02	0.16	0.68	0.71	0.03	0.05	0.19	0.71	0.75	0.25	0.27	0.41	0.93	0.98	
2	0.33	0.03	0.22	0.93	0.98	0.04	0.07	0.26	0.97	1.02	0.38	0.41	0.6	1.31	1.38	
3	0.5	0.07	0.24	1.09	1.14	0.05	0.12	0.29	1.14	1.20	0.4	0.47	0.64	1.49	1.56	
4	0.78	0.09	0.31	1.13	1.19	0.07	0.16	0.38	1.2	1.26	0.48	0.57	0.79	1.61	1.69	
5	1.16	0.11	0.45	1.18	1.24	0.08	0.19	0.53	1.26	1.32	0.5	0.61	0.95	1.68	1.76	
6	1.52	0.14	0.58	1.31	1.38	0.09	0.23	0.67	1.4	1.47	0.5	0.64	1.08	1.81	1.90	
7	1.9	0.19	0.66	1.37	1.44	0.1	0.29	0.76	1.47	1.54	0.5	0.69	1.16	1.87	1.96	
8	2.22	0.21	0.74	1.48	1.55	0.1	0.31	0.84	1.58	1.66	0.5	0.71	1.24	1.98	2.08	
9	2.42	0.23	0.78	1.52	1.60	0.1	0.33	0.88	1.62	1.70	0.5	0.73	1.28	2.02	2.12	
10	2.61	0.24	0.8	1.53	1.61	0.1	0.34	0.9	1.63	1.71	0.5	0.74	1.3	2.03	2.13	
11	2.77	0.25	0.81	1.55	1.63	0.1	0.35	0.91	1.65	1.73	0.5	0.75	1.31	2.05	2.15	
12	2.91	0.25	0.81	1.57	1.65	0.1	0.35	0.91	1.67	1.75	0.5	0.75	1.31	2.07	2.17	
13	3.06	0.25	0.81	1.57	1.65	0.1	0.35	0.91	1.67	1.75	0.5	0.75	1.31	2.07	2.17	
14	3.21	0.25	0.81	1.57	1.65	0.1	0.35	0.91	1.67	1.75	0.5	0.75	1.31	2.07	2.17	
15	3.34	0.25	0.81	1.57	1.65	0.1	0.35	0.91	1.67	1.75	0.5	0.75	1.31	2.07	2.17	
16	3.46	0.25	0.81	1.56	1.64	0.1	0.35	0.91	1.66	1.74	0.5	0.75	1.31	2.06	2.16	
17	3.57	0.25	0.81	1.53	1.61	0.09	0.34	0.9	1.62	1.70	0.49	0.74	1.3	2.02	2.12	
18	3.66	0.25	0.81	1.5	1.58	0.09	0.34	0.9	1.59	1.67	0.49	0.74	1.3	1.99	2.09	
19	3.75	0.24	0.81	1.46	1.53	0.08	0.32	0.89	1.54	1.62	0.48	0.72	1.29	1.94	2.04	
20	3.81	0.24	0.81	1.43	1.50	0.08	0.32	0.89	1.51	1.59	0.48	0.72	1.29	1.91	2.01	
21	3.87	0.24	0.8	1.4	1.47	0.06	0.3	0.86	1.46	1.53	0.48	0.72	1.28	1.88	1.97	
22	3.92	0.24	0.8	1.37	1.44	0.06	0.3	0.86	1.43	1.50	0.48	0.72	1.28	1.85	1.94	
23	3.97	0.24	0.78	1.36	1.43	0.06	0.3	0.84	1.42	1.49	0.48	0.72	1.26	1.84	1.93	
24	4.01	0.24	0.77	1.32	1.39	0.06	0.3	0.83	1.38	1.45	0.48	0.72	1.25	1.8	1.89	
25	4.04	0.23	0.76	1.32	1.39	0.06	0.29	0.82	1.38	1.45	0.48	0.71	1.24	1.8	1.89	
26	4.07	0.23	0.75	1.3	1.37	0.05	0.28	0.8	1.35	1.42	0.48	0.71	1.23	1.78	1.87	
27	4.09	0.23	0.74	1.29	1.35	0.05	0.28	0.79	1.34	1.41	0.48	0.71	1.22	1.77	1.86	
28	4.11	0.22	0.73	1.28	1.34	0.05	0.27	0.78	1.33	1.40	0.48	0.7	1.21	1.76	1.85	
29	4.12	0.22	0.73	1.28	1.34	0.05	0.27	0.78	1.33	1.40	0.48	0.7	1.21	1.76	1.85	
30	4.13	0.22	0.73	1.28	1.34	0.05	0.27	0.78	1.33	1.40	0.48	0.7	1.21	1.76	1.85	

Using these rates/spreads three hypothetical Borrowers would be assigned Base Spreads as follows:

Scenario 1.

An A rated Borrower seeking a loan secured by Water/Sewer Municipal Utility Revenues would complete Steps 1 & 2 and be assigned a starting scale based on spreads indicated in the A column of the Revenue (Strong Pledge) section (19 bps – 91 bps). After application of the General Subsidy (15% of the Base Spread) the revised Spreads would equal (16 bps – 77 bps).

Scenario 2.

A BBB rated Borrower seeking a loan secured by an annual appropriation lease on a city owned police/fire station would complete Steps 1 & 2 and be assigned a starting scale

based on spreads indicated in the BBB column of the Lease/COP (Good Pledge) section (93 bps – 207 bps). After application of the General Subsidy (15% of the Base Spread) the revised Spreads would equal (79 bps – 176 bps).

Scenario 3.

An unrated/Below Investment Grade Borrower seeking a loan secured by an annual appropriation lease on a city owned office building would complete Steps 1 & 2 and be assigned a starting scale based on spreads indicated in the NR/<IG column of the Lease/COP (Adequate Pledge) section (98 bps – 217 bps). After application of the General Subsidy (15% of the Base Spread) the revised Spreads would equal (83 bps – 184 bps).

All three Borrowers qualify for the General Subsidy of 15%, so preliminary spread adjustments would be as indicated above. In addition to providing assistance to lower rated or unrated Borrowers, this General Subsidy will help to attract stronger rated credits within each letter category by equalizing base rates (A+ vs A- Borrowers)

General Subsidy:

General Subsidy	Subsidy (% of “Spread”)
All Borrowers	15%

MHI Adjustments: (weighted)*

Median Household Income vs. State Average	Subsidy (% of “Spread”)
>= State Average MHI	0%
< 75% of State Average MHI	30%
< 50% of State Average MHI	40%
< 25% of State Average MHI	50%

Unemployment Rate Adjustments: (weighted)*

Unemployment Rate vs. State Average	Subsidy (% of “Spread”)
<= State Average Unemployment Rate	0%
> 115% of State Average Unemployment Rate	30%
> 125% of State Average Unemployment Rate	40%
> 135% of State Average Unemployment Rate	50%

Economic Disaster/Other Circumstance Approved by Board Action Adjustments: (weighted or add-on)**

Qualifies under Criteria	Subsidy (% of “Spread”)
Yes	25%
No	0%

* Weights would sum up to 100% with emphasis based on Board/I-Bank goals and the total number of Subsidy Categories. In the examples provided, a 50/50 weighting is assumed for MHI and Unemployment.

** This category could either be weighted (as described above), or it could be an additional subsidy that would have the effect of allowing the all-in rate adjustment to exceed the “Spread to MMD”.

Examples:

The following Charts show the Range of Possible Interest Rates Achievable by the three hypothetical Borrowers described earlier. Minimum Subsidies indicates the Scale that could be achieved solely by applying the General (15%) Subsidy, whereas Maximum Subsidies indicates that the Borrower qualified for and received the maximum subsidies (subject to limitation) available for Low MHI and High Unemployment, as well as the Subsidy for being in an Economic Disaster Area (as an add-on).



ISRF Loan Criteria

The California Infrastructure and Economic Development Bank (“IBank”) was created to serve a variety of public purposes including providing an accessible low-cost financing option to eligible borrowers for a wide range of infrastructure projects. To meet this important public purpose, the IBank developed its Infrastructure State Revolving Fund (“ISRF Program”). ISRF Program financing is available in amounts from \$50,000 to \$25,000,000, with terms of up to 30 years. The interest rate for each financing is set at the time the financing is approved. Applications are accepted on a continuous basis.

The eligibility criteria and other program requirements for the Infrastructure State Revolving Fund Program (“ISRF Program”) set forth in the “Amended and Restated Criteria, Priorities, and Guidelines for the Selection of Projects for Financing Under the Infrastructure State Revolving Fund Program” (the “Criteria”) are based on the provisions of Chapters 1-2 of Division 1 of Title 6.7 of the Government Code of the State of California, commencing with Section 63000 (the “IBank Act”) as of the date of the adoption of the Criteria.

Subsequent to the date of the adoption of the Criteria, whenever provisions of the IBank Act are changed such that specific provisions of the Criteria are inconsistent with the applicable provisions of the IBank Act, the requirements of the IBank Act shall govern.

The criteria guidelines in full can be accessed [here](#).

Applicants must meet one of the following definitions:

For Infrastructure Projects:

For projects that fall in categories 1 through 16, under the section titled “Projects” below (“Infrastructure Projects”), the borrower may be any subdivision of a local or state government, including departments, agencies, commissions, cities, counties, non-profit corporations formed on behalf of an applicant, special districts, assessment districts, and joint powers authorities within the state or any combination of these subdivisions that makes application to the IBank for financial assistance in connection with a project in a manner prescribed by IBank. See published [Criteria](#) here.

In addition, for those projects in categories 1 through 16 below, an eligible borrower may be any company, corporation, association, state or municipal governmental entity, partnership, firm, or other entity or group of entities, provided that for a borrower, other than a state or municipal governmental entity, such borrower is organized as a public benefit tax exempt not for profit entity and is, engaged in business or operations within the state; and provided further, that, for the purpose of implementing a project, in categories 1 through 16, such entity applies for financing from the IBank in conjunction with a Sponsor.

For Economic Expansion Projects:

For projects that fall in categories 17 and 18, under the section titled “Projects” below (“Economic Expansion Projects”) that facilitate any of the environmental, economic, and social goals enumerated in The Governor’s Environmental Goals and Policy Report, as more particularly identified in Section III D of the [Criteria](#), the borrower may be any person, company, corporation, association, state or municipal governmental entity, partnership, firm, or other entity or group of entities, provided that such borrower is organized as a public benefit tax exempt not for profit entity and is engaged in business or operations within the state and provided further, that, for the purpose of implementing an Economic Expansion Project, such entity applies for financing from the IBank in conjunction with a Sponsor.

Projects

“Project” generally means designing, acquiring, planning, permitting, entitling, constructing, improving, extending, restoring, financing, and generally developing facilities within the state and would include real and personal property, structures, conveyances, equipment, thoroughfares, buildings and supporting components thereof, excluding any housing, directly related to providing any of the following:

Infrastructure Projects:

1. City Streets including any street, avenue, boulevard, road, parkway, drive, or other way that is one of the following: An existing municipal roadway; or the project is shown upon a plat approved pursuant to law and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, bridges, shoulders, gutters, curbs, guardrails, sidewalks, parking areas, benches, fountains, plantings, lighting systems, and other areas within the street lines, as well as equipment and facilities used in the cleaning, grading, clearance, maintenance, and upkeep thereof.

2. County Highways including any county highway as defined in Section 25 of the Streets and Highways Code, that includes the land between the highway lines, whether improved or unimproved, and may comprise pavement, bridges, shoulders, gutters, curbs, guardrails, sidewalks, parking areas, benches, fountains, plantings, lighting systems, and other areas within the street lines, as well as equipment and facilities used in the cleaning, grading, clearance, maintenance, and upkeep thereof.
3. Drainage, Water Supply, and Flood Control including but not limited to ditches, canals, levees, pumps, dams, conduits, pipes, storm sewers, and dikes necessary to keep or direct water away from people, equipment, buildings, and other protected areas as may be established by lawful authority, as well as the acquisition, improvement, maintenance, and management of flood plain areas and all equipment used in the maintenance and operation of the foregoing.
4. Educational Facilities including libraries, childcare facilities, including, but not limited to, day care facilities and employment training facilities. Also including facilities for laboratories, administration centers, student service buildings, athletic complexes and public parking facilities.
5. Environmental Mitigation Measures including required construction or modification of public infrastructure, and purchase and installation of pollution control and noise abatement equipment.
6. Parks and Recreational Facilities including local parks, recreational property and equipment, parkways and property.
7. Port Facilities including airports, land ports, water ports, rail ports, docks, harbors, ports of entry, piers, ships, small boat harbors and marinas, and any other facilities, additions, or improvements in connection therewith, that transport goods or persons.
8. Power and Communications including facilities for the transmission or distribution of electrical energy, natural gas, and telephone and telecommunications services as well energy conservation measures. Also including facilities for the generation or storage of electrical energy as well as for energy conservation measures.
9. Public Transit including air and rail transport, airports, guideways, vehicles, rights-of-way, passenger stations, maintenance and storage yards, and related structures, including, public parking facilities, equipment used to provide or enhance transportation by bus, rail, ferry, or other conveyance, either publicly or privately owned, that provides to the public general or special service on a regular and continuing basis.
10. Sewage Collection and Treatment including pipes, pumps, and conduits that collect wastewater from residential, manufacturing, and commercial establishments, the equipment, structures, and facilities used in treating wastewater to reduce or eliminate impurities or contaminants, and the facilities used in disposing of or transporting, remaining sludge, as well as all equipment used in the maintenance and operation of the foregoing. Also including facilities for the recycling of or facilitating the alternative use of remaining sludge and for maintenance and operation of such facilities.
11. Solid Waste Collection and Disposal including vehicles, vehicle-compatible waste receptacles, transfer stations, recycling centers, sanitary landfills, and waste conversion facilities necessary to remove solid waste, except that which is hazardous as defined by law, from its point of origin. Also including equipment in connection with the foregoing.
12. Water Treatment and Distribution including facilities in which water is purified and otherwise treated to meet residential, manufacturing, or commercial purposes and the conduits, pipes, and pumps that transport it to places of use.
13. Defense Conversion including but not limited to, facilities necessary for successfully converting military bases consistent with an adopted base reuse plan.
14. Public Safety Facilities including but not limited to, police stations, fire stations, court buildings, jails, juvenile halls, and juvenile detention facilities.
15. State Highways including any state highway as described in [Chapter 2](#) (commencing with Section 230) of Division 1 of the Streets and Highways Code, and the related components necessary for safe operation of the highway.
16. Military Infrastructure including but not limited to facilities on or near a military installation that enhance the military operations and mission of one or more military installations in this state. To be eligible for funding the project shall be endorsed by the Office of Planning and Research. "Military installation" means any facility under the jurisdiction of the Department of Defense, as defined in paragraph (1) of subsection (e) of Section 2687 of Title 10 of the United States Code.
17. Goods movement-related infrastructure including port facilities, roads, rail, and other facilities and projects that move goods, energy and information.

Economic Expansion Projects:

18. Industrial, Utility and Commercial: including, but not limited to, facilities that are used for industrial, utility or commercial goods movement purposes and any parts or combination thereof and all facilities or infrastructure necessary or desirable in connection therewith.
19. Educational, Cultural and Social: including, but not limited to, facilities that are used for cultural, recreational, research, community, or educational purposes as well as service enterprise facilities and social welfare facilities and any parts or combination thereof and all facilities or infrastructure necessary or desirable in connection therewith.

View our most recent loan financing

The Infrastructure State Revolving Fund (ISRF) has helped finance projects that are vital to communities throughout the state of California including wastewater treatment plant construction and upgrades, city and county street and highway improvements, educational and cultural facilities and so much more. ISRF financing has made a positive impact throughout the state with these and many other projects.

[Read More](#)

View our most recent loan financing

We'd like to recognize and spotlight these amazing companies who have benefited from the loan financing program. Pellentesque tempor, orci non fringilla consectetur, orci lacus feugiat sapien.

[Read More](#)

Frequently Asked Questions

Infrastructure State Revolving Fund Program (ISRF)

Q: How long does it take to secure ISRF or CLEEN financing?

A: There is a preliminary process, once invited to apply, the typical time to be prepared to request financing from the IBank Board of Directors is 60-90 days. The Board meets monthly.

Q: What kind of interest rates are charged for ISRF financing?

A: IBank uses a proprietary interest rate method to ensure borrowers have the best chance to receive below-market interest rates

Q: What are subsidies based on?

A: Eligible subsidies are based on the unemployment rate and the median household income for ISRF loans and the air quality index for CLEEN financing.

Q: What are the ISRF application periods for each year?

A: ISRF applications are continuously accepted.

Q: Can the origination fee be financed?

A: Yes, the origination fee can be included in the loan amount. (The origination fee is calculated on the total amount borrowed including the origination fee.)

Q: When do you start paying back the loan? Immediately or after project completion?

A: IBank collects two payments a year; February is an interest only payment while August is interest, principal, and the annual fee. The date of funding will determine which payment will be the first payment collected.

Q: Can the debt be refinanced with another loan from IBank in the future should interest rates go down?

A: This is situational. IBank typically does not allow for a refinance of debt unless there is an additional project connected with the transaction and refinancing the debt improves the cash flow of the transaction.

Q: How often can we request reimbursement?

A: There is no limit to reimbursement requests. However due to the amount of documentation required for each submission, we prefer if requests are made no more than once a month.

Q: Is the debt callable?

A: No, it is not.

Q: Does IBank have the capacity to make ISRF loans?

A: Yes, IBank has the funds to make ISRF loans. We are proactive and issue bonds before all funds are used in order to have available funds to current and future borrowers.

Q: What stage should the project be in order to secure ISRF financing?

A: Projects ideally would be shovel-ready and need funds in six or 12 months.

Q: Is technical assistance offered for the ISRF application process?

A: Yes, IBank not only offers technical support for the application process, but loan officers throughout the application and approval process

Q: What is the origination fee for the borrowed amount?

A: The origination fee is 1.00% of the borrowed amount.

Q: Are the project funds provided all at once or are they disbursed over a period of time?

A: IBank will disburse 100% of the funds to a third party bank (currently third party or trustee bank) at the time of funding.

Q: Is the payback period 30 years?

A: We cannot do a longer term than the useful life of the project. IBank can do a maximum loan term of 30 years. When establishing an amortization schedule, it is possible that the date the loan funds may create a situation for a requested 30-year term will be amortized as 29 years. This would occur if the first payment required is the February payment. If the first payment is the August payment, the 30-year request will have a 30-year amortization schedule.

Q: How quickly will requested reimbursement funds be paid?

A: Recently reimbursements are averaging five days for approval after receipt of all required documentation. A borrower may submit one request or many. However, if the reimbursement requested is for a construction contract that has not been completed, IBank is required to withhold 5% on each invoice submitted until such time as the project and/or component is complete and a notice of completion has been recorded.

Q: How will the debt service payments be structured?

A: Payments are made twice a year. We have a principal, interest and annual fee payment in August and an interest only payment in February

Q: Is repayment based on funds used or funds used plus available?

A: Interest accrues on the entire loan amount when the financing agreement is executed.

Contact the IBank Loan Origination Team

ISRF Program Manager: **Lina Benedict**

E-mail us, [HERE](#)

Office: 1325 J Street, Suite 1300, Sacramento, CA 95814

Mailing: P.O. Box 2830, Sacramento, CA 95812-2830

Contact the IBank Loan Origination Team

ISRF Program Manager: **Lina Benedict**

E-mail us, [HERE](#)

Telephone: **(916) 341-6600**

Office: 1325 J Street, Suite 1300, Sacramento, CA 95814

Mailing: P.O. Box 2830, Sacramento, CA 95812-2830

Related links: [Infrastructure Loans](#) | [CLEEN Program](#) | [Loan Eligibility](#) | [Projects Financed by IBank Loans](#) | [ISRF and CLEEN Financing Documents](#)



Infrastructure Loans

The Infrastructure State Revolving Fund (ISRF) Program is authorized to directly provide low-cost public financing to state and local government entities, including Municipalities, Universities, Schools and Hospitals (MUSH borrowers) and to nonprofit organizations sponsored by public agencies for a wide variety of public infrastructure and economic expansion projects.

ISRF financing is available in amounts ranging from \$50,000 to \$25 million with loan terms for the useful life of the project up to a maximum of 30 years.

A few examples of ISRF financed projects include water and wastewater treatment plant upgrades or construction, venue or airport construction or street repair and upgrades.

Eligible applicants must be located in California and include any subdivision of a local government, including cities, counties, special districts, assessment districts, joint powers authorities and nonprofit organizations sponsored by a government entity.

View our most recent loan financing

The Infrastructure State Revolving Fund (ISRF) has helped finance projects that are vital to communities throughout the state of California including wastewater treatment plant construction and upgrades, city and county street and highway improvements, educational and cultural facilities and so much more. ISRF financing has made a positive impact throughout the state with these and many other projects.

[Read More](#)

View our most recent loan financing

We'd like to recognize and spotlight these amazing companies who have benefited from the loan financing program. Pellentesque tempor, orci non fringilla consectetur, orci lacus feugiat sapien.

[Read More](#)

Frequently Asked Questions

Infrastructure State Revolving Fund Program (ISRF)

Q: What kind of interest rates are charged for ISRF financing?

A: IBank uses a proprietary interest rate method to ensure borrowers have the best chance to receive below-market interest rates

Q: What are subsidies based on?

A: Eligible subsidies are based on the unemployment rate and the median household income.

Q: Can housing be financed through the ISRF program?

A: No. While ISRF financing is available for many types of projects, housing is not allowed per our legislative statute.

Q: What are the ISRF application periods for each year?

A: ISRF applications are continuously accepted.

Q: Is technical assistance offered for the ISRF application process?

A: Yes, IBank not only offers technical support for the application process, but legal assistance and loan officers throughout the application and approval process.

Q: Is there a matching fund requirement?

A: No, there is not a matching fund requirement, and ISRF financing may serve as matching funds for other financing.

Contact the IBank Loan Origination Team

ISRF Program Manager: **Lina Benedict**

E-mail us, [HERE](#)

Office: **1325 J Street, Suite 1300, Sacramento, CA 95814**

Mailing: **P.O. Box 2830, Sacramento, CA 95812-2830**

Contact the IBank Loan Origination Team

ISRF Program Manager: **Lina Benedict**

E-mail us, [HERE](#)

Telephone: **(916) 341-6600**

Office: **1325 J Street, Suite 1300, Sacramento, CA 95814**

Mailing: **P.O. Box 2830, Sacramento, CA 95812-2830**

Related links: [ISRF Loan Eligibility](#) | [ISRF Loan Criteria](#) | [Projects Financed by IBank Loans](#) | [Application and Financing Documents](#) | [CLEEN Program](#)



**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Authorize the General Manager to Execute a Contract with Engineering Solutions Services, Inc. for As-Needed Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000**

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input type="checkbox"/> Board Information	<input checked="" type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is for the Board to discuss contracting with Engineering Solutions Services, Inc. for grant assistance support services.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5.1: Align long-term financial planning with strategic priorities.

Fiscal Impact

The fiscal impact is not to exceed \$50,000 and will be charged to the appropriate capital project. The cost of application preparation assistance can be, in many cases, charged back to grants or loans.

Background

Valley Sanitary District has several projects identified in its 20-year Capital Improvement Plan that may qualify for grants, loans, or other funding opportunities. Most of these opportunities have lengthy and time-consuming application processes as well as requiring technical information on the best method for being successful in applying for the limited funds. VSD staff does not have the experience with these grants and funding agencies that outside consultants can provide.

Engineering Solutions Services, Inc. (ESS) has had significant success assisting Coachella Valley water and wastewater agencies in applying for grants, loans, and special funding opportunities. They have professional and technical experts that have significant experience with the non-profit, state, and other agencies providing these opportunities and high returns on the applications.

Staff worked with ESS to assist with the initial grant and loan applications to the Bureau of Reclamation Title XVI and the Clean Water State Revolving Fund programs in Fiscal Year 2020/21 and recommends continuing that relationship for Fiscal Year 2021/22.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to execute a contract with Engineering Solutions Services for as-needed grant and loan application consulting services in an amount not to exceed \$50,000.

Attachments

Attachment A: Engineering Solutions Services, Inc. Information Brochure

Engineering Solutions Services



Water- and Sewer-Related Grant Assistance Services

Quality. Integrity. Reliability.

Engineering Solutions Services (ESS) believes that successful projects are a result of a well-managed and motivated team that is committed to being accountable and sharing ownership of the product and service. Our staff members possess a proven ability to implement best practices, provide technical solutions, maintain continuity and flexibility, and deliver timely responses. ESS ensures you have a network of experts to address your unique needs. We look at the big picture so you can move your projects forward with confidence.

CPUC WBE 14060178, CUCP 41274-LA Metro SBE, DBE- SANDAG Bench

23232 Peralta Drive, Suite 112 Laguna Hills, CA 92653
P: (949) 797-6055 E: sudi@engineeringsolutionservices.net

Background

Engineering Solutions Services (ESS) was founded by Sudi Shoja, PE, a former City Engineer who has more than 29 years of experience in managing CIP and Water and Sewer programs of over \$100 million. She founded ESS in 2012 with the goal of assisting local entities in achieving their goals in funding and compliance, program management, quality assurance/quality control, and project delivery. She leverages her successful experience with transforming the agencies where she worked from losing funding to securing the maximum grant funding possible, meeting the various funding agency requirements, and serving as examples for successful audit processes. As a result, she has earned a reputation that gained us our impressive repeat client list in a short timeframe. Included below are a few examples:

- **ESS has secured over \$35 million in funding from BOR, & SWRCB in the first six months of 2019 for its clients**
- **Received approval from WIFIA for over \$50million for two projects in 2018**
- **Prepared successful cogeneration project application for \$8 million in funding**
- **The fund-request package for \$103 million to SWRCB was approved in record time and with no comments**
- **Restructured a grant application for energy efficiency that resulted in more than \$5.1 million of grant funding for City of Palm Springs**
- **Developed a funding plan for the City of Santa Ana that identified more than \$25 million in grant funding in water, recycled water, and sewer projects**
- **Created a funding strategy for the City of Hemet that resulted in \$6 million in savings and more than \$15 million in funding**
- **Identified more than \$20 million in water quality grants for two agencies**
- **Successfully awarded Proposition 84 grants in two cycles**
- **Successfully awarded \$39.2 million in GHG reduction funding since 2016**
- **Bureau of Reclamation ranked ESS prepared grant application for a well project as one of the highest**

ESS is comprised of **former agency personnel** who are thoroughly familiar with the intricate details of various funding requirements and excel at strategic planning for clients to maximize the potential for securing grants, successful management for meeting the requirements, obtaining proper authorization and reimbursements and positive audit process of the projects. ESS is certified as a

We have secured over \$300 million for various agencies in the past seven years.

Our Clients

Served as prime or sub-consultant

South Coast Water District

SOCWA

Long Beach Water District

Port of Long Beach

LA Metro

SBCTA

OCTA

Coachella Valley Water District

San Bernardino Municipal Water Dept

City of Santa Ana

City of Laguna Beach

City of Palm Springs

County of Orange

City of San Marcos

Los Angeles Metro

City of Lake Forest

City of Laguna Woods

City of Villa Park

City of Laguna Niguel

City of Irvine

City of Tustin

City of Newport Beach

City of Redondo Beach

CA Earthquake Authority

City of Hemet

City of Perris

City of Banning

City of Richmond

Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) with 12 employees at its office in Laguna Hills.

Engineering Solution Services fully understands the inner workings of the regional and municipal government process. Comprised of former government engineering and traffic managers, we have been confronted with many of the same design, budget, schedule and project-delivery challenges that face our client governments.

This understanding allows our people **to think like public agencies** and address the challenges they are facing with proactive, well-planned, cost-efficient, and innovative solutions tailored to your needs. We approach every project strategically and scale our resources to fit the agency and scope of work.

ESS specializes in various funding resources, such as: CA Department of Water Resources Control Board for Green Project Reserve (GPR) and State Revolving Funds (SRF), US Bureau of Reclamation, Proposition 1B, Water Infrastructure Finance & Innovation Act (WIFIA), Proposition 68, Proposition 84, FEMA related grants, Community Development Block Grant (CDBG), Commerce-Economic Development Administration, funding for brownfields and remedial services, environmental Bicycle Transportation Account (BTA), Safe Route to Schools, Transit and Intercity Rail Capital Program (TIRCP), Transportation Infrastructure Finance & Innovation Act (TIFIA), FTA New Start, Railroad Safety Infrastructure Improvement (FRA-RSII), Positive Train Control (PTC), Cap and Trade, Transportation community and System Preservation (TCSP), Highway Safety Improvement Program (HSIP), High Priority Projects (HPP), local tax measures, TIGER Grants, and numerous other grants

Grant Assistance — Water- and Sewer-Related Services

Our services include: **Fund Strategy Development, Grant Writing, & Fund Compliance**

We are committed to being accountable and sharing ownership of the product and service.

We believe that successful projects are a result of a well-managed and motivated team. Our team members possess a proven ability to establish and implement best practices, maintain continuity and flexibility, and deliver timely responses. We offer accessibility to a network of experts to address unique needs.

We believe in doing the job right the first time. Our commitment to providing excellent customer service has gained us repeated clients and contracts. We understand the challenges and requirements of municipal governments since many of our staff have held senior and executive management positions with California cities, including Public Works Directors, City Engineers, Capital Project Managers, and Construction Managers. This background and experience is important because document preparation will require a high level of interaction with the state project managers.

ESS is the right team to provide the consulting services for identifying and securing grants, finalizing agreements and monitoring funding compliance. We work as your partner, incorporating grant funding conversations in the process of each project as early as possible in order to maximize the potential for planning grant funding as well as implementation grand funding. Proprietary tools, such as our Work Plan Structure (WPS), in conjunction with our team's extensive experience and relationships with funding agencies, make this process easy.

We strive to *exceed* expectations, not just meet them

Our Core Business is Funding

Experience

The following highlights grants we have applied and/or managed in the last seven years:

Agency	Projects	Funding Mechanism	Value
South Coast Water District	Sewer Tunnel Rehabilitation Replacement Project	SWRCB	\$103 million
City of Palm Springs	Treatment Plant. SCADA, energy upgrades, Storm Water, Cogeneration	Various Funding Sources	\$37 million
City of Vista	14 projects for Sewer Upgrade	State Water Resources	\$27 million
City of Vista	Five Sewer Rehabilitation Project	State Water Resources	\$33 million
Long Beach Water Department	Four projects for AMI, Sewer, Water Treatment	BOR, SWRCB	\$12 million
Coachella Valley Water Department	Four projects for Pilot Study and Stormwater	BOR, FEMA, WIFIA	\$64 million
City of Laguna Beach	Sludge Export, Facility Upgrade Sewer Collection System	Various sources	\$10 million
City of Santa Ana	Automated Metering, Water and Sewer, and Water project	Various sources	\$30 million
City of Downey	Recycling Water Expansion	Various sources	\$7 million
City of Redwood City	Recycling Water and Advanced Metering	Various sources	\$7 million
City of Hemet	Storm Water, Advanced Metering, Five-year Water Projects, Water and Sewer Master Plan, Sewer Rehabilitation	Various sources	\$28 million
City of San Fernando	Seismic Retrofit of Water Tank	FEMA	\$5 million
San Bernardino Municipal Water District	Seismic Upgrade	FEMA	\$7 million
City of Vista	Stormwater Grant Applications- two cycles	Proposition 84	\$2 million
Total Secured or in Process			\$374 million

THIS IS WHAT OUR CLIENTS SAY ABOUT US:

ESS really wants to help our City. Very organized and follow up is incredible. If you work with Sudi you will see that she makes every effort to be a huge support and not a burden. She takes care of her clients and you can tell she is passionate about what she does. ESS works to collect the information themselves instead of asking you for it and are very responsive when we have questions. ESS would be an asset to you.

Kris Jensen, Public Works Director, City of Hemet

You couldn't pick anyone better to help you get and find grant funding. A great resource that won't leave you hanging once the grant comes in and would guide you through the process and be happy to answer any of your questions after the fact.

Doug Erdman, Principal Civil Engineer, City of Lake Forest

She has been very responsive and has tried to keep all staff on track by checking in and urging us to keep the ball and direct contact with the project managers with the Green Project Reserve. They are really on top moving. From a customer service prospective ESS has been great, and their services are pretty affordable. ESS has a good relationship of the timeline and has been helping to keep us all motivated.

Erik Brown, Novato Sanitary District

Sudi with ESS is an expert and is extremely knowledgeable on what pieces of the process will need to be put where, and in what order. Carefully orchestrated.

Betty Burnett, General Manager, SOCWA

If you want to get grant funding, ESS is the expert and involved in the "grant community" and has been extremely successful.

Larry Pierce, Public Works Director (former), City of Vista

We had a wish list of the things we wanted to accomplish and ESS found the funding which matched our goals most. ESS made it clear what we could actually apply for. ESS knows all of the ins and outs of the application process. The rules change all of the time, and ESS is quite knowledgeable. ESS is also very thorough in their follow through. Finding ESS has been a big plus for the City. ESS was highly recommended to us.

Rick Moreno, Facility Manager, City of San Bernardino

Wastewater Treatment Facility Upgrade, City of Palm Springs, Palm Springs, CA

Responsibilities for the City of Palm Springs began with preparation of SRF loan applications for the **\$29 million** Wastewater Treatment Plant Upgrade & **8 million** for a cogeneration project. We arranged for a meeting with the SRF management in Sacramento and provided a presentation that assured adding this project to the priority list. During the complex process for this project, we were able to provide continuous coordination with three state SRF project managers and obtain approvals for every phase. This project was completed in March 2017.



In the process, ESS identified project elements that qualified for additional grants, resulting in successful award of more than **\$5.1 million** in grants the City did not expect. We prepared Green Project Reserve grant funding application and exhibits for the following:

- Variable Frequency Drive
- High Efficiency Motors
- SCADA System Upgrade
- LED lighting
- Combined Heat and Power Cogeneration Project
- Site Improvement

ESS is now preparing the project reporting, and processing reimbursements on behalf of the City.

Grant Compliance Services, Wastewater Treatment Facility Upgrade, City of Palm Springs, Palm Springs, CA



ESS was selected to provide grant compliance monitoring services to meet all the requirements of the EPA and CA State Water Resources Control Board. ESS provides SRF & GPR compliance to meet all the requirements and process all the reimbursements on behalf of the City.

ESS successfully completed an audit process and is currently responsible for all reimbursements and project close out documents.

As-Needed Grant Writing Support Services, City of Santa Ana Utility Department, Santa Ana CA

ESS was selected in to provide needs assessment, grant identification, grant writing and compliance services for the Water and Sewer services Departments. ESS started by reviewing the City's CIP and unfunded projects and developed a funding plan by identifying grants.



To date, ESS then prepared successful applications for Bureau of Reclamation, Proposition 1, Ground Water Grant, Green Project Reserve and State Revolving Funds for the following projects:

- \$750,000 for wellhead treatment from BOR
- \$300,000 for AMI from BOR
- \$5 million for lift station rehabilitation
- \$75,000 for Water Recycling Master Plan
- \$10.5 million for Multi-Phase Sewer Collection System Improvements

The following grants are pending award:

- \$10 million for Automated Meter Infrastructure Improvements,
- \$10.5 million for Multi-Phase Water Distribution System Improvements,
- \$2.5 million for Septic-to-Sewer project
- Proposition 68 applications

The above work has been completed since January 2018 and ESS has been responsible for 100% of the work noted here.

Grant Writing Services, Long Beach Water Department, Long Beach, CA

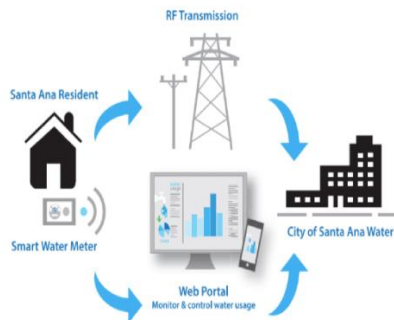


ESS has been providing grant assistance services that started with a needs assessment and review of the agency's CIP projects and unfunded projects. ESS presented a funding strategy of funding opportunities matching the projects that was approved by the Department. ESS has prepared the following successful projects for the agency:

- \$1,500,000 for AMI from BOR in 2019 (total cost of \$4.9 million)
- \$300,000 for construction of West Coast Basin Well from BOR (total cost of \$2.9 million)
- \$2.6 million for Green Project Reserve/SRF from SWRCB (total cost of \$5.2 million)

ESS has been working with LBWD since December 2017 and ESS has been responsible for 100% of the work noted here.

As-Needed Grant Writing Services, Coachella Valley Water District, Coachella Valley, CA



ESS has been providing funding strategy and grant writing services for various types of projects. In the past year, ESS has been able to provide the District with the following successful grant application packages:

- **Successful submittal of two FEMA applications for over \$13 million that were recommended by CalOES to FEMA for funding** (cost: \$9.6 million)
- **Successful submittal of AMI demonstration project to Bureau of Reclamation** (project cost: \$262,000)
- **Successful submittal of Letters of Interest for WIFIA funding for over \$50 million for two Projects** (project cost: \$99 million)

ESS has been working with CVWD since January 2018 and has been responsible for 100% of the work noted here.

Multiple Projects, South Coast Water District, Orange County, CA

- **Tunnel Stabilization and Pipeline Replacement Project- SRF Loan**

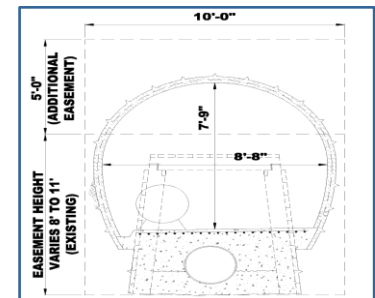


ESS served as Project Manager to develop a funding strategy for the \$103M construction project for the District and update the project documents to meet federally funded grants requirements. This included facilitation of meetings with funding agencies; preparation of presentations; review of existing engineering, environmental and regulatory compliance documents; and preparation of final documents in addition to

conferring with various state and federal agencies on behalf of the District.

We facilitated a meeting with the CA State Water Resources Control Board Management. **It is noteworthy that there were no comments from the funding agencies on any of the submittals and the project received approval in record time.**

- **WaterSMART** – Bureau of Reclamation Grant for Water Recycling project for \$10 million Recycled Water Distribution Bottleneck Upsizing Project
- **Grant Assistance Services** – Research of available grants with applicability to District's projects.



Port of Long Beach (POLB) Grant Advisory & Preparation

ESS has been serving POLB by providing a needs assessment and grant research services for various departments.

ESS is currently working with POLB on applicable funding for AQMD/Coastal Conservancy and multiple other agencies, seeking grant funding to implement its Climate Adaptation and Coastal Resiliency Plan, including shoreline protection measures. Through grant research and assistance, ESS is currently looking into details of funding for the Long Beach Municipal Stormwater Treatment facility (LB-Must) which is a joint project with the Long Beach Water Department.



Capital Improvement Project Analysis, South Orange County Wastewater Authority (SOCWA), San Juan Capistrano, CA



Working directly with SOCWA General Manager, Engineering Director, and General Manager, Project involved review of financial documents and Capital Improvement Program information and provided establishing platforms where Authority could apply for SRF and other funding opportunities on behalf of its members.

Grant Writing Support Services, City of Hemet Water and Sewer Departments, Hemet, CA

ESS provided a review of City's proposed CIP and unfunded list of projects and provided a comprehensive strategy to obtain grant funding for the City serving its disadvantaged community.

City's approval of the recommended strategy resulted in ESS pursuing five grant application packages and pursuit of low interest loan in lieu of bonds that equated to savings of **more than \$13.5 million**.

ESS is currently pursuing grants for water and sewer master plans, automated water metering system, and upgrades for water distribution and sewer collection systems.





**Valley Sanitary District
Board of Directors Meeting
October 12, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Monthly General Managers Report – August 2021**

<input type="checkbox"/> Board Action	<input type="checkbox"/> New Budget Approval	<input type="checkbox"/> Contract Award
<input checked="" type="checkbox"/> Board Information	<input type="checkbox"/> Existing FY Approved Budget	<input type="checkbox"/> Closed Session

Executive Summary

The purpose of this report is to keep the Board and the public informed on VSD’s day-to-day operations.

Strategic Plan Compliance

The recommendation complies with the VSD Strategic Plan Goal 6: Improve Planning, Administration, and Governance.

Fiscal Impact

There is no fiscal impact from this report.

Background

The following data represents the activities and metrics for the month of August 2021.

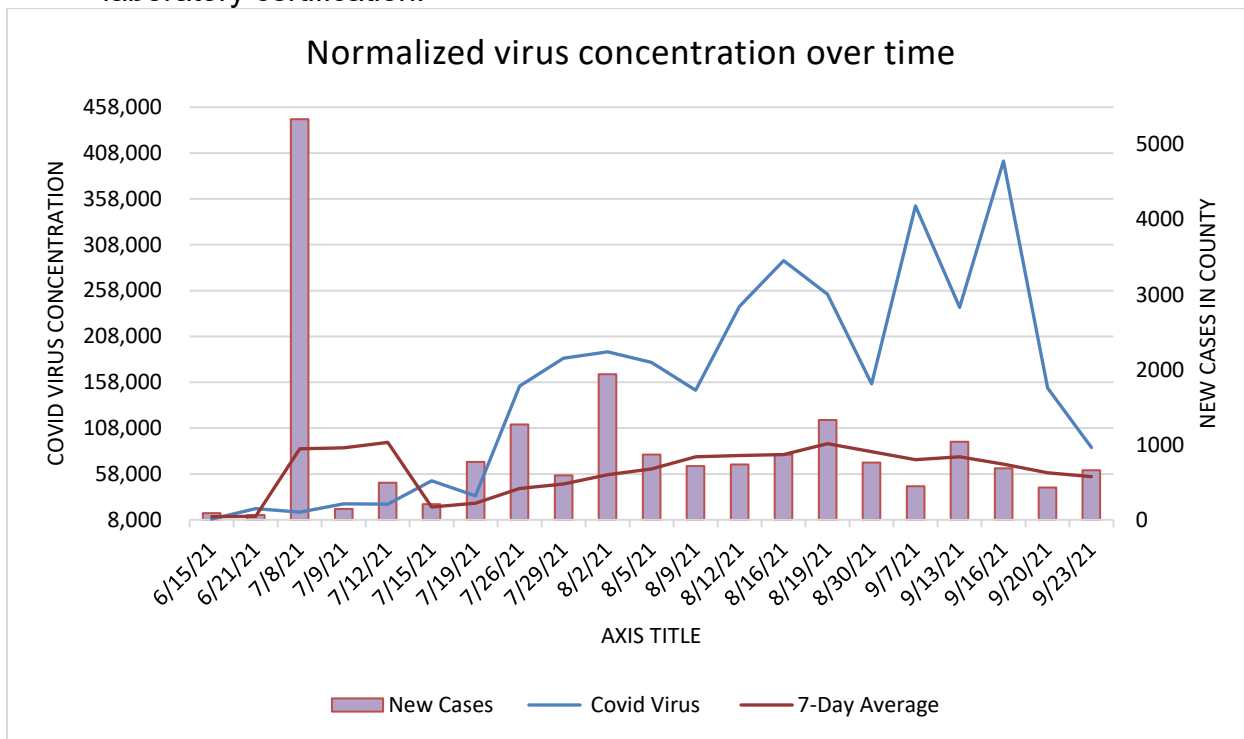
Administrative Services

- Commenced research and preparation of the Annual Comprehensive Financial Report (ACFR) for 2020/2021.
- Open enrollment for employee benefits.
- Onboarding of Collection System Technician.
- Completed Facility Operations Manager interviews.
- Posted the Engineering Technician job opening across all platforms.
- Completed budget book revisions for GFOA and CSMFO submission.

Operations & Maintenance

- Preventative maintenance on aeration basin #2 and Extended aeration basin #4 cleaning of diffusers by Operations Staff.
- Maintenance Staff installed new temperature sensor on Blower’s with Trimax integrating the new temperature scale ranges and limit alarms.
- Rotation of staff schedules to accommodate changes in operational structure and training.

- Preparations in progress for upcoming annual and quarterly laboratory sampling events to meet NPDES requirements.
- Laboratory staff have received confirmation from Environmental Laboratory Accreditation Program (ELAP) regarding their approval for renewal of the laboratory certification.



Development Services

- Construction has begun on the Ono Hawaiian BBQ Restaurant in the Indio Town Center shopping center near the corner of Jackson St. and Avenue 42.
- The tenant improvement has begun on the Dairy Queen at the corner of Avenue 44 and Indio Blvd. within the Chandi Plaza.
- The tenant improvement has begun on the Mochi Donut shop at the corner of Jefferson Street and Fred Waring, next to Subway.
- Construction has begun on the Chandi Plaza at the southwest corner of Indio Blvd. and Avenue 44. This project will include a convenience store with fueling station, carwash, restaurant, and retail suites.

Collection Services

- No-Spill report for the month of September will be submitted to the California Integrated Water Quality System, as required in the Waste Discharge Requirements Monitoring and Reporting Program. Due by the end of the month.
- Field Vector crew is currently working in the area of Miles and Park St.
- CCTV Inspection work is currently being conducted in the area of Highway 111 and Dr. Carreon.

Capital Improvement Program

- The Preliminary Design Report for the replacement of the sewer siphon at Westward Ho Drive is complete. This is a FEMA funded project to replace the damaged sewer siphon from the February 2019 storm. The design is in progress. Staff and the consultant had a preliminary meeting with CVWD regarding requirements for crossing the channel. Staff reviewed the 50% design plans and the updated project cost schedule. Staff reviewed the 90% design plans and specifications and submitted comments for correction. Staff is finishing their review of the submitted 95% set of plans and specifications. Staff has met with both the City of Indio and La Quinta, and both have no revisions or concerns. Staff has sent plans to CVWD and IWA for review and VSD received comments back from both agencies for incorporation. Carollo will be performing additional potholing to verify IWA and other utilities.
Update: Potholing has revealed that an IWA water line is closer to the project alignment than indicated on record drawings and must be rerouted around the proposed siphon manhole. VSD staff is working with IWA to resolve this utility conflict.
- Staff is continuing to work with Harris and Associates on the Collections System Rehabilitation and Maintenance project. The first rehabilitation project on Indio Blvd. is complete. This was a good first project and lessons were learned on how to better the process for the next project. The CCTV inspection project is complete. Harris is currently developing plans for the downtown Indio rehabilitation and repair project. This is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area. The 50% plans for the Downtown Indio Rehabilitation project have been reviewed and comments have been returned to Harris for revision.
Update: VSD has reviewed the 90% design plans and Harris has made revisions based on VSD comments. VSD is currently preparing to submit drawings to IWA and the City of Indio for their review and approval.
- VSD has chosen SGH Architects as the architectural firm for the preliminary design of a new single-story training/office building and new laboratory building. Staff has selected a new location for the training/office building that will allow the single-story building with minimal demolition. The architect has completed the schematic design and cost estimate for both the training/office building and laboratory building. An onsite survey was conducted on July 7th.
Update: SGH Architects is continuing with final design of both the Office & Training and Laboratory Buildings. SGH is working with VSD staff on refining the laboratory layout and floor plan. SGH is also working on the site drainage for the laboratory building.
- VSD is currently working with Stantec, who is acting as an Owner's Representative, on the repair and rehabilitation of the Influent Pump Station. The Request for Proposal (RFP) was released on August 28, 2020 and was closed on September 28, 2020. The Board awarded the project to the DCI / Dudek team, and a pre-construction meeting was held on December 4th, 2020. The DCI / Dudek has developed a preliminary bypass plan for the initial inspection and shutdown of the influent pump station structure. The

preliminary bypass and inspection were completed from February 22nd to February 26th. VSD has chosen the valves and gates that will be used for this project based on Dudek / DCI and Stantec's recommendations. Dudek and VSD are coordinating the ordering and purchasing of long, lead items. Dudek has submitted the Basis of Design Report which Stantec and VSD staff have reviewed. *Update: Dudek has submitted the 30% design plans and specifications which Stantec and VSD have reviewed. Comments have been returned to Dudek for revision.*

- Staff is working on implementing an asset management system for the treatment plant using Lucity web software. VSD is currently working on building out the Lucity Web system with the help of a Lucity implementor. The latest session of virtual training from the implementor was completed on August 25, 2020. Staff has finished the installation of Lucity Mobile and is pursuing the implementation of plant wide Wi-Fi that will allow access to the asset management system from a mobile device anywhere in the plant facility. Training videos for VSD staff training have been recorded. *Update: Operations and maintenance staff will begin to review the training videos and once they have been trained, use the system to create and complete work orders. Maintenance staff is also working on updating asset information and populating the system with scheduled work orders.*

Recommendation

Staff recommends that the Board receive the Manager's Report for activities during the month of August.

Attachments

- Attachment A: Administrative Services Report for August
- Attachment B: Monthly NPDES Report for August
- Attachment C: Collection System Report for August
- Attachment D: Development Services Report for August
- Attachment E: Capital Improvement Program Update for August

Administrative Services - Task Summary 2021

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Active litigation filed	-	-	-	-	-	-	-	-	-	-	-	-	-
Board meeting	3	2	2	3	2	2	2	2					18
Budget/Finance Committee meeting	1	1	2	-	1	-	1	-					6
Operations Committee meeting	-	1	1	1	-	1	-	1					5
Employee anniversaries	-	5	1	-	5	3	3	1					18
Employee promotions	1	-	-	-	-	-	-	-					1
Facebook postings	1	-	4	2	11	9	5	2					34
Insurance claims initiated	-	-	1	-	1	-	-	-					2
Lost time work incidents	-	-	1	-	-	-	-	-					1
Media coverage items	-	-	-	-	-	-	-	-					-
New hires	-	-	-	1	-	-	2	-					3
Press release	-	-	-	-	-	-	-	-					-
Public records request	-	-	-	1	-	-	1	-					2
Resignations	-	-	-	1	1	-	1	-					3
Retirements	-	-	-	1	-	-	-	-					1

Port Name: Monthly

August 2021	Plant Influent		ASP Effluent			Pond Effluent		
	CBOD (mg/L)	TSS (mg/L)	Monthly Average Flow (MGD)	CBOD (mg/L)	TSS (mg/L)	Monthly Average Pond Effluent Flow (MGD)	CBOD	TSS
1								
2	220	290		11	4.7			
3								
4								
5								
6								
7								
8								
9		214			1.5			
10								
11								
12	220			16				
13								
14								
15								
16								
17								
18								
19	234	218		10	6.2			
20								
21								
22								
23								
24								
25								
26	286	236		12	6			
27								
28								
29								
30	186	214		10	5.5			
31			6.36			0.000		
Average	229	234	6.36	12	4.8	0.000		
Minimum	186	214	6.36	10	1.5	0.000		
Maximum	286	290	6.36	16	6.2	0.000		
Exceedences	0	0	0	0	0	0	0	0
Permit LIMITS				25	30		40.0	49.0

Laboratory	Collected (# of Samples)	331
	Analyzed (# of Tests)	556

Total Plant Discharge (Outfall) Grab								
EColi (MPN/100ml)	Oil and Grease (mg/L)	Copper (ug/L)	Di(2-ethylhexyl)phthalate (ug/L)	Ammonia (total, as N) (mg/L)	Cyanide (total) (ug/L)	Nitrate (as N) (mg/L)	Nitrite (as N) (mg/L)	Total Nitrogen (mg/L)
	< 1.4	2.4	< 0.5	1.2	1.2	9.1	0.066	11
101.9								
30.9								
20.1 72.7								
7.5								
32.2*	1.4	2.4	0.5	1.2	1.2	9.1	0.066	11
7.5	< 1.4	2.4	< 0.5	1.2	1.2	9.1	0.066	11
101.9	< 1.4	2.4	< 0.5	1.2	1.2	9.1	0.066	11
0	0	0	0	0	0	0	0	0
126	<0.01	25		5.9	9.0	4.3		

Collection Services Task Summary Report for 2021

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Customer Service Calls	2	2	4	5	8	7	2	1	6				16
F.O.G. Inspection - Completed													-
F.O.G. Inspection - Fail													-
F.O.G. Inspection - Pass													-
Hot spot cleaning (total)*	26	-	-	36	-		26						26
Lift station inspection	19	19	19	23	23	23	19	16	19				77
Manhole inspection	157	125	216	163	154	161	117	93	150				521
Sewer line CCTV (feet)	0	0	32,428	28,289	16,224	3,888	19,739	6,470	19,873				49,970
Sewer line cleaning (feet)	58,522	50,400	70,368	68,722	52,573	59,063	65,193	30,295	55,419				209,970
SSO Response - Cat 1	0	0	0	0	0	0	0	0	0				0
SSO Response - Cat 2	0	0	0	0	0	0	0	0	0				0
SSO Response - Cat 3	0	0	1	0	0	0	0	0	0				0
USA Markings	37	33	55	31	53	69	79	54	34				236

*Note: Hot spot cleaning is performed quarterly



VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

12-Oct-21

Plan Check in Progress
Inspection in Progress
New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
7-Eleven Golf Center	44925 Golf Center/Avenue 45	Civil plans submitted for new 7-Eleven store approved. Arch. plans approved and returned to the applicant 10/26/20. Issued permit 3915 on 10/26/20.	Inspect work improvements as scheduled.
82490 Highway 111-Former Imperial Furniture	82490 Highway 111/Arabia Street	Plans submitted for remodeled suites. Plans approved and notified applicant 4/28/21.	Waiting for owner to process permit paperwork.
Abel Lupian Commercial Bldg.	45105 Commerce Street	Plans submitted for new commercial building. Completed 1st plan check and returned to the applicant 4/3/20.	Perform 2nd plan check upon plan resubmittal.
Add'l Dwelling Unit - Cebreros Residence	83181 Blue Mountain Court	Plans submitted for additional dwelling unit. Plans approved and notified applicant 3/3/21. Permitt 3967 7/26/2021	Inspect work improvements as scheduled.
Animal Samaritans - TI	42150 Jackson Street, Ste's 104-106	Plans submitted for building TI. Plans approved and returned to the applicant 2/4/2020. Issued permit 3874 on 2/28/2020.	Inspect work improvements as scheduled.
Arroyo Crossing	47555 Jefferson Steet/Highway 111	Civil plans submitted for new apartment complex.	Perform 2nd plan check upon plan resubmittal.
Autozone Jackson Street	41850 Jackson Street/aAvenue 42	Plans submitted for plan check. Sewer main relocation. Plans approved 1/21/21. Waiting for engineer to finalize easements docs. Permit 3954 issued 5/13/21.	Inspect work improvements as scheduled.
Buzzbox	42625 Jackson Street #112	Plans submitted existng building TI. Completed 1st plan check and returned to the City 2/22/19.	Perform 2nd plan check upon plan resubmittal.
Carranza Residence -Additional Dwelling Unit	81-450 Palmyra Avenue	Plans submitted for additional dwelling unit. Plans approved and notified applicant 10/2/20. Issued permit 3907 on 10/5/20.	Inspect work improvements as scheduled.
Chandi Plaza	SW Corner of Indio Blvd/Avenue 44	Civil plans submitted for plan check. Plans approved and notified applicant 1/8/21. Permit 3948 issued 4/2/21.	Inspect work improvements as scheduled.
Chandi Plaza Building "B" Shell	81-971 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st check and returned to the applicant 10/13/20. Issued permit 3963 on 6/29/21.	Inspect work improvements as scheduled.
Chandi Plaza Building Restaurant Shell	81-977 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st plan check and returned to applicant 10/22/20. Issued permit 3964 on 6/29/21.	Inspect work improvements as scheduled.
Chandi Plaza Car Wash	81-983 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st plan check and returned to applicant 9/16/20. Permit 3965 on 6/29/21.	Inspect work improvements as scheduled.
Chandi Plaza Convenience Store	81-965 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st plan check and returned to applicant 9/16/20. Permit 3962 om 6/29/21	Inspect work improvements as scheduled.
Chavez Tenant Improvement	45330 Jackson St/Civic Center	Plans submitted for TI of existing building. Demolition of interior walls and facilities. Completed 4th plan check and returned to the City 6/25/18. Issued permit 3755 on 7/9/18.	Inspect work improvements as scheduled.
Citadel RV Storage-Phase 1	83667 Dr. Carreon Blvd/Calhoun Street	Plans submitted for construction of new RV storage facility. Plans approved and returned to the applicant 3/17/2020.	Waiting for owner to process permit paperwork.
COD Child Development Center	45742 Oasis Street	Plans submitted for child development center. Completed 1st plan check and notified applicant 9/20/21.	Perform 2nd plan check upon plan resubmittal.
College of the Desert	45524 Oasis Street	Plans submitted for campus expansion Completed first plan check and returned to applicant 8/4/21.	Perform 2nd plan check upon plan resubmittal.
Corso Residence	49491 Braley Court	Plans submitted for single family residence. Plans approved and notified applicant 9/2/20. Permit 3931 issued 1/5/21	Inspect work improvements as scheduled.
Couthouse Bar & Grill	82910 Highway 111/Jackson Street	Plans submitted for new restaurant. Completed 1st plan check and returned to applicant 12/14/20.	Perform 2nd plan check upon plan resubmittal.
Demo Unlimited Storage Yard	83-845 Ave 45/Vam Buren St	Plans submitted for plan check. Completed 2nd plan check and returned to applicant 9/25/20. Plans approved and returned 10/13/2020	Waiting for owner to submit Bonds before drafting agreement
Destiny Church	80250 Highway 111/Jefferson Street	Plans submitted for plan check. Plans approved and notified applicant 7/12/21. Issued permit 3974 on 9/14/21.	Inspect work improvements as scheduled.
Donuts Bistro	82151 Avenue 42, Ste 104	Plans submitted for construction of new restaurant. Plans approved and returned to the City 8/28/19.	Waiting for owner to process permit paperwork.
El Pollo Loco	42223 Jackson Street/Showcase Parkway	Plans submitted for restaurant building. Completed first plan check and returned to applicant 8/5/21.	Waiting for owner to process permit paperwork.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
EOS Fitness Ave 42 Gym	SWC of Spectrum Street & Avenue 42	Plans submitted for construction of new gym facility. Completed 2nd plan check and returned to the City 11/13/19.	Perform 3rd plan check upon plan resubmittal.
EOS Fitness Hwy 111	Highway/Jefferson Street	Plans submitted for construction of new gym facility. Plans approved and notified applicant 4/27/20.	Waiting for Development Agreement and Bonds before owner can process permit paperwork. Release Performance Bond when Maintenance Bond is received
EOS Fitness Public Sewer Extension	SWC of Spectrum Street & Avenue 42	Mainline complete. Waiting on Maintenance Bond to release Performance Bond	
Fred Young (Villa Hermosa Apts Phase III)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. Plans approved and returned to the applicant 7/17/2019. Submitted revision to approved plans 9/16/20 Revised Plans approved 11/5/2020. Permit 3944 issued 3/23/21.	Inspect work improvements as scheduled.
Gallery at Indian Springs	Jefferson St/Westward Ho Drive	Tract is Complete. Warranty Bond received 8/25/2021.	Notice of acceptance after 12 month warranty bond release.
Gallery Homes Tract -Indian Palms	Monroe & Avenue 50	Gallery Homes has recently purchased the 106 lots. Staff has inspected the site and prepared a list of improvements that need to be made prior to issuing connection permits. Plans submitted for home plans. Reviewed 1st plan check and returned back to the city on 6/4/2014. 2nd plan check returned to city 7/7/14. Model plans approved and returned to the City 8/22/14. New homes currently under construction.	Inspect work improvements as scheduled.
Gallery Links - 3	Indian Palms Country Club - Monroe/Avenue 48	Plans submitted for installation of 5 sewer laterals for new SFD. Plans approved and returned to the applicant 4/13/20.	Inspect work improvements as scheduled.
Golden Corral Restaurant	Atlantic Ave/Caspian near Ave 42 and Jackson	Plans submitted for new restaurant building. Arch plans approved 6/12/20. Completed 1st plan check on civil plans and returned to the applicant 6/12/20.	Perform 3rd plan check upon plan resubmittal.
Hampton Inn Sewer Main Extension	North West Corner of Spectrum St and Atlantic Ave	Plans submitted for the extension of a public sewer main for Hampton Inn at Atlantic Ave. Plan check fees paid 7/11/18. Completed 2nd plan check and returned plans to the engineer 8/9/18. Plans approved and returned to engineer 8/27/18. Sewer Finaled 5/12/20.	Waiting for owner to submit Warranty Bond
Indian Palms 32	Cochran Drive & Garland Road	Civil plans submitted for public sewer for 32 unit condo complex. 2nd plan check complete. 9/1/21. Plans approved 9/17/21.	Waiting for owner to submit Bonds before drafting agreement
Indian Water RV Community Bldg.	47202 Jackson Street	Plans submitted for new community building. Completed 1st plan check and returned to applicant. 9/25/19. Issued permit 3873 on 2/26/2020.	Inspect work improvements as scheduled.
Indio Behavioral Health Hospital	81655 JFK Court	Civil plans submitted for new mental health facility. Completed 1st plan check and returned to the engineer 12/2/19. Plans approved 6/24/20. Issued permit 3900 on 8/29/20.	Inspect work improvements as scheduled.
Indio Juvenile Court	47671 Oasis St/ Ave 48	Plans submitted to demo existing juvenile court building and construct new building on the same site. Plans approved, notified applicant project ready to permit 9/30/21.	Waiting for owner to process permit paperwork.

Monthly Capital Improvement Project Update - October 2021

Project Title	Project Description	Current Status	Fiscal Year Budget	Total Spent to Date
Westward Ho Sewer Siphon Replacement Design and Construction	Due to the February 2019 rain event, the existing VSD sewer siphon that crosses the CVWD storm channel at Westward Ho Drive became exposed and was damaged. In order to prevent this from happening again in the future, Carollo Engineers is currently working with VSD on the final design of a new sewer that is to be constructed well below the new channel scour depth. The design being proposed would utilize horizontal directional drilling to create a new sewer siphon alignment under the channel and adjacent to the original siphon. Permit processing with at least CVWD and possibly other regulatory agencies may extend the design/permit period. Some or possibly all the project costs will be reimbursed by FEMA / CalOES.	Potholing has revealed that an IWA water line is closer to the project alignment than indicated on record drawings and must be rerouted around the proposed siphon manhole. VSD staff is working with IWA to resolve this utility conflict.	\$2,562,063.00	\$6,307.00
Collections System Rehabilitation Projects	Harris & Associates is assisting the District in creating a 10-year rehabilitation and replacement program for the collections system. The purpose of this project is to repair, rehabilitate, replace and/or realign aging or defective pipelines and/or segments projected to reach capacity within the foreseeable future. Harris and the District have assigned a rating and priority to all of the pipes in the collection system and are splitting them up into projects for each fiscal year. The first project for this fiscal year will consist of the rehabilitation of approximately 2,300 feet of sewer located in Indio Boulevard and underneath the railroad near Cabazon Avenue using cured in place lining. The second project will consist of hiring a contractor to perform CCTV inspections of all pipes within the District that cannot be surveyed by collections staff due to high flows or pipe diameter. The third project is the downtown Indio rehabilitation and repair project. This project is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area.	VSD has reviewed the 90% design plans and Harris has made revisions based on VSD comments. VSD is currently preparing to submit drawings to IWA and the City of Indio for their review and approval.	\$2,900,000.00	\$51,329.75
Reclaimed Water Project Phase 1	The contract for this project was awarded to Schneider Electric / Stantec. The project design cost is \$2,200,000 and project schedule is approximately 460 days. Construction costs will be determined during the design phase and will be awarded to Schneider Electric / Stantec upon approval of the Board. The Reclaimed Water Project – Phase 1 will replace an aging and capacity restricting grit chamber and provide redundancy by adding a second digester and expanding the bar screens. This project will also include adding a biofilter, and a sludge thickener unit.	Schneider Electric has completed the 30% design plans and has submitted them to the District for review. Staff have provided comments for Schneider for incorporation. Schneider is working on the next design submittal. Potholing is being performed to verify the location and depth of existing onsite utilities.	\$2,200,000.00	\$0.00. Per the contract, no payment is due until the project reaches the 60% design phase at which time \$2.2 million will be due.
Influent Pump Station Rehabilitation	Stantec is assisting the District as an Owner's Representative and DCI / Dudek are acting as the design-build team for this project. The influent pump station structure is showing significant signs of deterioration. Proposed improvements to the pump station include: bypass of the pump station for inspection and repair, repair/replacement of leaking and broken gates, repair of interior concrete coating, installation of new valves for proper isolation/drainage, installation of a new jockey pump in the empty pump bay.	Dudek has submitted the 30% design plans and specifications which Stantec and VSD have reviewed. Comments have been returned to Dudek for revision.	\$3,634,476.00	\$34,746.02
New Training and Office Building and Laboratory Building	The District and SGH Architects are developing the initial design for a new office / training building that will be located to the west of the existing Operations building. The purpose of this new building is to provide space for new offices for collections and maintenance personnel as well as a training area for company events and meetings. Also as part of this project, VSD has contracted SGH to develop designs for a new laboratory building to replace the existing lab due to the current issues lab staff are experiencing with the layout and air filtering system.	SGH Architects is continuing with final design of both the Office & Training and Laboratory Buildings. SGH is working with VSD staff on refining the laboratory layout and floor plan. SGH is also working on the site drainage for the laboratory building.	\$1,922,000.00	\$96,412.50
Additional Parking and Landscaping	The District is in need of additional parking for employees and customers. Staff proposes to remove the lawn at the front of the property and replace it with parking and drought tolerant landscaping.	A preliminary design of the Project has been completed. In que for the next steps.	\$500,000.00	\$0.00

Monthly Capital Improvement Project Update - October 2021

Project Title	Project Description	Current Status	Fiscal Year Budget	Total Spent to Date
Steel WaterLine Replacement	The above ground, steel waterline adjacent to the aeration basins is old and prone to leaks, especially at the grooved joints, and has exceeded its useful life. The new steel waterline will have traditional joints that will provide a longer life. This project has been on the books for several years and has been a lower priority due to lack of leaks in recent years and the difficult nature of replacement. The project was awarded to Dudek who has begun the development of the project design and specifications.	Dudek has completed the 60% design plans and specifications which VSD staff have reviewed and returned comments for correction.	\$642,000.00	\$10,230.00

**VALLEY SANITARY DISTRICT
OPERATIONS COMMITTEE MEETING MINUTES
October 5, 2021**

A regular meeting of the Valley Sanitary District (VSD) Operations Committee was held at Valley Sanitary District, 45-500 Van Buren St, Indio, CA, on Tuesday, June 1, 2021.

1. CALL TO ORDER

Ron Buchwald called the meeting to order at 1:04 p.m.

1.1 Roll Call

Committee Members Present:

Ron Buchwald, Chair

Debra Canero, Director

William Teague, Director

Staff Present:

Beverli Marshall, General Manager, Anna Bell, Facility Operations Manager, and Holly Gould, Clerk of the Board

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.

None.

3. DISCUSSION / ACTION ITEMS

3.1 Project Update: EVRA Recycled Water Injection Project

Ron Buchwald, Engineering Services Manager, stated that staff has determined that surface spreading of recycled water on VSD treatment plant property will not work due to thick layers of clay that will prevent the water from reaching the lower aquifer. They have also determined that an ancient fault on or near VSD property along the storm channel should not affect the ability to inject recycled water to the lower aquifer. Staff has met with the State Water Board, Division of Drinking Water, and the Regional Board regarding the next steps that will be required to eventually be permitted to inject recycled water into the lower aquifer. Some of the key next steps will be to perform a groundwater flow model to determine the amount of time it takes for injected water to travel over a preset period. This will be used to determine if groundwater wells that are downstream of VSD's plant will be affected by the injection of recycled water. Also required will be to complete the State Board's 1211 application process. This application will be used to determine the amount of VSD's secondary effluent water that can be diverted from the storm channel and be used to create recycled water. This application will be evaluated based on both the environmental factors within the channel as well as the needs of the downstream stakeholders of the storm channel including

Tribal representatives and the Salton Sea supporters. The 1211 application generally takes about a year to complete and is generally approved if all stakeholders are satisfied that the recycled water project will not affect their needs or environmental concerns. Lastly, a Technical Advisory Consultant will be needed to strategize and guide the recycled water project forward, to develop a confident message that this project will not affect stakeholders adversely, and to help develop a consistent message that this project will be valuable to all stakeholders including VSD & Indio Water Authority (IWA) customers. Staff of both IWA and VSD are planning to move forward with these key steps soon. The date of the next EVRA Board meeting is scheduled for October 19, 2021. Due to staffing changes at IWA, VSD staff may need to increase their workload for the project until IWA becomes fully staffed. This would include soliciting and hiring consulting firms directly with VSD Board approval and being reimbursed by EVRA/IWA at some point down the road. This idea will be discussed further during the Operations Committee meeting.

3.2 Discuss Hiring a Project Specific Engineer or Additional Consulting Engineering Firms to Help with CIP Projects

Ron Buchwald, Engineering Services Manager, explained that the District has several, significant CIP projects that are in the process of design and will be heading towards construction in the next 3 to 6 months. Delaying any of the projects will only prove to be more costly in the future. Currently, VSD has one civil engineer and one assistant engineer on staff to review, coordinate and guide consultants or design-build teams on these projects. VSD staff from other departments including Operations, Maintenance, Collections, and Development Services have stepped up to assisted with these projects but there is a need for further engineering review and guidance. Staff is recommending exploring a couple of options to provide engineering help. The second option would be to hire consulting firms that would provide a dedicated engineer to assist VSD staff with CIP projects. The cost of hiring a project engineer or consultant would be added to the cost of the CIP project and built into the project budget. The committee recommended that staff go out for RFP to see what is out there in terms of consulting firms and bring this item back to the Operations Committee with more information.

4. FUTURE MEETING ITEMS

An update on the Collection System Rehabilitation Project including the lift station rehabilitation. Update on the new on-call schedule for the Collections Department. Presentation on the different types of sampling done at the District.

5. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:35 p.m. The next regular committee meeting will be held on December 7, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District