



VSD

Board of Directors Agenda Meeting
Tuesday, July 14, 2020 at 1:00 PM
Valley Sanitary District Board Room
45-500 Van Buren Street, Indio, CA 92201

*******SPECIAL NOTICE – Telephonic Accessibility*******

Pursuant to Paragraph 11 of Executive Order N-25-20, executed by the Governor of California on March 12, 2020, as a response to mitigating the spread of coronavirus known as COVID-19, during the July 14, 2020, regular meeting of Valley Sanitary District Board of Directors members of the public will be allowed to attend and address the Board of Directors during the open session of the meeting telephonically.

Members of the public wanting to listen to the open session of the meeting may do so by calling (425) 436-6376 and when prompted, enter access code 166514. Members of the public wanting to address the Board, either during public comment or for a specific agenda item, or both, are requested to send an email notification no later than 12:30 p.m. on the day of the meeting to the Valley Sanitary District's Clerk of the Board at hevans@valley-sanitary.org.

Page

1. CALL TO ORDER

- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. Employee Anniversaries for July
 - Adrian Contreras, Assistant Engineer - 4 years
 - Daniel Mills, Maintenance Tech. I - 2 years
 - Ivan Monroy, Environmental Compliance I - 2 years

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.

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 June 23, 2020 Regular Meeting Minutes 3.1 June 23, 2020 Meeting Minutes.pdf  | 4 - 8 |
| 3.2. | Approve Warrants for June 18 to July 8, 2020 3.2 Warrants June 18 - July 8, 2020.pdf  | 9 - 10 |

4. NON-HEARING ITEMS

- | | | |
|------|---|---------|
| 4.1. | Authorize Additional Carryover of Funds from Fiscal Year 2019/20 to Fiscal Year 2020/21 in the Amount of \$85,000 for Items Not Completed by June 30, 2020 4.1 Staff Report Budget Carryovers.pdf  4.1 Attachment A Carryover List.pdf  | 11 - 12 |
| 4.2. | Authorize the General Manager to Make the CalPERS Unfunded Accrued Liability Payment for Fiscal Year 2020/21 In the Amount of \$482,379 4.2 Staff Report CalPERS UAL.pdf  4.2 Attachment A CalPERS.pdf  | 13 - 15 |
| 4.3. | Cast Vote in Annual CASA Board Election and Approve Fiscal Year 2020/21 Dues Resolution 4.3 Staff Report CASA Annual Business.pdf  4.3 Attachment A CASA 2020 President Memo.pdf  | 16 - 25 |

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 Staff Activities for July 2020

26 - 30

[6.1 Staff Report July 2020.pdf](#) 

[6.1 Development Services Report July 2020.pdf](#) 

6. 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.

7. INFORMATIONAL ITEMS

8. PUBLIC COMMENT

This is the time set aside for public comment on any item to be discussed in Closed Session. Please notify the Secretary in advance of the meeting if you wish to speak on an item.

9. CONVENE IN CLOSED SESSION

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

- 9.1. Pursuant to Government Code Section 54954.5
Public Employee Performance Evaluation
Title: General Manager

10. CONVENE IN OPEN SESSION

Report out on Closed Session items

11. 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

June 23, 2020

*****SPECIAL NOTICE – Telephonic Accessibility*****

Pursuant to Paragraph 11 of Executive Order N-25-20, executed by the Governor of California on March 12, 2020, as a response to mitigating the spread of coronavirus known as COVID-19, during the June 23, 2020 regular meeting of Valley Sanitary District Board of Directors, members of the public will be allowed to attend and address the Board of Directors during the open session of the meeting telephonically.

Members of the public wanting to listen to the open session of the meeting were able to do so by calling (425) 436-6376 and when prompted, enter access code 166514. Members of the public wanting to address the Board, either during public comment or for a specific agenda item, or both, were requested to send an email notification no later than 12:30 p.m. on the day of the meeting to the Valley Sanitary District's Clerk of the Board at hgould@valley-sanitary.org.

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Tuesday, June 23, 2020.

1. CALL TO ORDER

President Mike Duran called the meeting to order at 1:01 p.m.

1.1 Roll Call

Directors Present:

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

Staff Present:

Holly Gould, Ron Buchwald

Via Telephone: Beverli Marshall, General Manager, Joanne Padgham, Robert Hargreaves, Best Best & Krieger

Guests:

Haki and Linda Sue Dervishi, One Stop Shoppe

Valerie Houchin, Schneider Electric

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.

Linda Sue Dervishi, business owner of One Stop Shoppe in Indio, has lived in Indio for 70 years and been a business owner for 40 years. She informed the Board that the grease interceptor for One Stop Shoppe is almost complete. She feels that VSD employees were prepared to see her go to prison over the grease interceptor issue. She requested the Board to investigate the matter and give her an update.

3. CONSENT CALENDAR

- 3.1 Approve June 9, 2020, Regular Meeting Minutes
 - 3.2 Approve Warrants for June 4 to June 17, 2020
 - 3.3 Accept Summary of Cash and Investments for May 2020
 - 3.4 Accept Combined Monthly Account Summary for May 2020
 - 3.5 Accept Monthly Income Summary for May 2020
-

ACTION TAKEN:

MOTION: Director Teague a motion to approve the consent calendar as presented. Vice President Sear seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2020-3022

4. NON-HEARING ITEMS

- 4.1 Authorize Board President and General Manager to Execute a Design-Build Contract with Schneider Electric and Stantec, Inc. for the Energy Services – Treatment Plant Project in an Amount Not to Exceed \$2.2 Million for Phases 1-3
-

Schneider Electric, Best Best & Krieger, and VSD staff have been working together on this contract and are ready to move forward. Ron Buchwald, District Engineer stated that the district is at a point where a second digester is required and must move forward with this project. He also stated that being a design-build project there will be a VSD team working alongside Schneider and Stantec. He also suggested that the Directors can be a part of it as well. Valerie Houchin from Schneider Electric gave a brief overview on the energy analysis of this project. Ms. Marshall stated that the project has been packed together with the Recycled Water Project to open it up with more funding opportunities.

ACTION TAKEN:

MOTION: Director Teague made a motion to authorize the Board President and the General Manger to execute a design-build contract with Schneider Electric and Stantec, Inc. for Energy Services – Treatment Plant Project for a not to exceed amount of \$2.2 million. Secretary Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2020-3023

- 4.2 Amend Resolution 2020-1130 to Make Minor Administrative Corrections to the VSD Wage Schedule and Grant Additional Holiday Hours for Employees

Assigned to the “Operator of the Day” Shift Consistent with Long-Standing Practice

Subsequent to the May 25, 2020 meeting, where the Board adopted Resolution 2020-1130, staff identified several rounding differences that resulted in the Grade II and III classifications receiving slightly less than the full one percent COLA – 0.8% and 0.5%, respectively. Regarding holiday time off, common practice is to treat holidays as a standard workday, which is eight hours. Past practice results in Operators scheduled as the “Operator of the Day” and who work the 10-hour shift (there are typically two each week) receiving an additional two hours of holiday time for each holiday, for a total of 24 hours per year. Because this practice confers additional benefits to a select group of employees, and to be transparent, the additional benefit has been stated along with the other benefits approved in the resolution.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING EMPLOYEE WAGES & BENEFITS EFFECTIVE JULY 1, 2020”

ACTION TAKEN:

MOTION:

Secretary Canero made a motion to amend Resolution No. 2020-1130 to make minor administrative corrections to the VSD Wage Schedule and grant additional holiday hours for employees assigned to the “Operator of the Day” shift consistent with long-standing practice. Director Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2020-1130

- 4.3 Adopt Resolution 2020-1134 Specifying Responsible Party for Payment of Candidates’ Election Statements for the Upcoming November 2020 General Election

Staff recommends that the Board adopt Resolution No. 2020-1134 specifying that payment of the candidates’ election statement is the responsibility of each candidate and that a General District Election notice be filed with the Registrar of Voters in compliance with Election Codes §§ 10509,10522; W.C. § 71451 in preparation for the November 3, 2020 General District Election.

“A RESOLUTION OF THE GOVERNING BOARD OF THE VALLEY SANITARY DISTRICT SPECIFYING PAYMENT OF CANDIDATES ELCETION STATEMENTS”

ACTION TAKEN:

MOTION:

Director Teague made a motion to adopt Resolution No. 2020-1134 Specifying Responsible Party for Payment of Candidates’ Election Statements for the Upcoming November 020 Election. Director Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

4.4 Discuss Capital Improvement Program for Fiscal Year 2020/21

The District has programmed several major capital improvement projects for Fiscal Year 2020/21. The update includes the cost, scheduling, and status of each project.

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.

None.

6. 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

Director Teague inquired about getting a transponder for the main gate. Discussion took place regarding the upcoming CASA Virtual Conference.

7. INFORMATIONAL ITEMS

None.

8. PUBLIC COMMENT

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None.

9. CONVENE IN CLOSED SESSION

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

9.1 Pursuant to Government Code Section 54954.5
Public Employee Recruitment
Title: Business Services Manager

9.2 Pursuant to Government Code Section 54954.5
Public Employee Performance Evaluation
Title: General Manger

The Board adjourned to closed session at 1:47 p.m.

10. CONVENE IN OPEN SESSION

Report out on Closed Session items

The board reconvened to open session at 2:28 p.m. President Duran stated there was no reportable action.

11. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:28 p.m. The next regular board meeting will be held July 14, 2020.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

DISBURSEMENTS
Approved at the Board Meeting of
July 14, 2020

| | | |
|--|--|-------------|
| 38357 Alliance Integration | Fob Issues | \$125.00 |
| 38358 American Material Company | Restock | \$150.08 |
| 38358 American Material Company | Tools | \$162.42 |
| 38358 American Material Company | Electrician Tools | \$3,413.35 |
| 38359 Analytical Technology, Inc. | Air Pump Assembly & Pump Drive | \$1,275.43 |
| 38360 Around The Clock Call Center | Call Center Service for June 2020 | \$131.30 |
| 38361 Associated Time Instruments | Attendance on Demand June 2020 | \$291.84 |
| 38362 Best, Best & Krieger | Legal Fees for June 2020 | \$6,949.15 |
| 38363 Caltest Analytical Laboratory | Monthly Samples | \$995.00 |
| 38364 Carollo Engineering, Inc | *Sewer Siphon Replacement | \$26,994.50 |
| 38365 Carquest Auto Parts | New Charges for June 2020 | \$212.20 |
| 38366 Cintas Corp | Uniforms, mats, towels, etc for week of 06/18/2020 | \$603.19 |
| 38366 Cintas Corp | Uniforms, mats, towels, etc for week of 06/25/2020 | \$629.47 |
| 38366 Cintas Corp | Restock First Aid Kits | \$228.97 |
| 38367 Consolidated Electrical Distributors, Inc. | Amiad Filter | \$122.89 |
| 38367 Consolidated Electrical Distributors, Inc. | Light for Blower Room | \$519.99 |
| 38367 Consolidated Electrical Distributors, Inc. | Compact Fluorescent Lighting | \$568.76 |
| 38367 Consolidated Electrical Distributors, Inc. | GFI Outlets | \$482.85 |
| 38367 Consolidated Electrical Distributors, Inc. | Restock Parts | \$121.76 |
| 38367 Consolidated Electrical Distributors, Inc. | Conduit | \$52.09 |
| 38367 Consolidated Electrical Distributors, Inc. | Unions & Conduit | \$651.78 |
| 38368 County of Riverside, Auditor-Controller | LAFCO FY21 Fees | \$2,918.72 |
| 38369 D & H Water Systems | Gearbox Oil | \$551.28 |
| 38369 D & H Water Systems | Parts for Ferric Pump | \$1,174.01 |
| 38370 Denali Water Solutions | Biosolids Hauling | \$19,902.54 |
| 38371 Desert Hose & Supply | PVC Tubing | \$352.25 |
| 38371 Desert Hose & Supply | Swivel for Hose Reel | \$349.74 |
| 38372 Desert Steel Supply | Diamond Plate Aluminum | \$1,203.86 |
| 38373 Eberhard Equipment | Seats for Kubota Cart | \$236.45 |
| 38373 Eberhard Equipment | Seat Assembly | \$236.45 |
| 38374 Eisenhower Occupational Health | DOT Exam | \$155.00 |
| 38375 Enthalpy Analytical, LLC | Quarterly NPDES WET Testing | \$900.00 |
| 38375 Enthalpy Analytical, LLC | Quarterly NPDES WET Testing | \$4,050.00 |
| 38376 Fiesta Ford | Seat Covers | \$225.33 |
| 38377 Grainger | Arc Flash Suit Kit | \$2,424.17 |
| 38377 Grainger | Metal Shelving | \$82.28 |
| 38377 Grainger | Magnetic Motor Starter | \$569.43 |
| 38378 Haaker Equipment Company | Bulldog Nozzle | \$3,697.50 |
| 38378 Haaker Equipment Company | Vactor Parts | \$175.27 |
| 38378 Haaker Equipment Company | Wireless Headset, Cables and Cornhub | \$4,705.51 |
| 38379 Healthy Futures, Inc. | Wellness Program for June 2020 | \$1,500.00 |
| 38380 Innovative Document Solutions | Copy Machine Maintenance | \$169.88 |
| 38381 Innovative Federal Strategies LLC | Federal Advocacy for June 2020 | \$6,000.00 |
| 38382 Kaman Industrial Technologies | Pump | \$1,816.98 |
| 38383 McMaster-Carr Supply Co. | Equipment for Dredge | \$1,206.67 |
| 38383 McMaster-Carr Supply Co. | Clamps and Strainer | \$70.16 |
| 38383 McMaster-Carr Supply Co. | On-Off Valve | \$34.61 |
| 38384 Mecca Welding & Machine | Clamps | \$187.50 |
| 38385 NBS Government Finance Group | Sewer Service Fee Admin Services - 07/2020 - 09/2020 | \$4,259.00 |
| 38386 Petrochem Materials Innovation LLC | * District's Slurry Seal Project | \$75,178.15 |
| 38387 Petty Cash | Replenish Petty Cash | \$225.94 |
| 38388 Pitney Bowes, Inc. | Postage Meter Rental | \$127.24 |
| 38389 Plumbers Depot Inc. | 800 Ft. Hose | \$2,494.73 |
| 38389 Plumbers Depot Inc. | Camera Repair Kit | \$692.92 |
| 38389 Plumbers Depot Inc. | Replace Drive Gears | \$3,014.83 |
| 38389 Plumbers Depot Inc. | Cues Repair Kit & Pigtail | \$692.92 |
| 38390 Polydyne, Inc. | Polymer for Belt Press | \$7,248.62 |
| 38391 Praxair Distribution, Inc. | Tank Rentals | \$124.39 |
| 38392 Quinn Company | O&M Manuals | \$331.85 |
| 38392 Quinn Company | Backhoe Loader Operator Training | \$3,135.00 |
| 38392 Quinn Company | Skid Steer Operator Training | \$3,135.00 |
| 38392 Quinn Company | Wheel Loader Operator Training | \$3,135.00 |
| 38393 RACO Manufacturing & Engineering Co. | Alarm Agent Board for Calhoun Lift Station | \$1,454.56 |
| 38394 ReadyRefresh by Nestle | Bottled Water for June 2020 | \$836.83 |

| | | | |
|-----------|---------------------------------------|---|--------------|
| 38395 | Ronald Buchwald | Water Treatment Cetification | \$90.00 |
| 38396 | Rudy's Pest Control | Pest Control for July 2020 | \$185.00 |
| 38397 | SC Fuels | Unleaded & Diesel Fuel | \$2,102.65 |
| 38398 | Southern California Boiler, Inc. | Boiler Maintenance for June 2020 | \$1,004.99 |
| 38398 | Southern California Boiler, Inc. | Boiler Maintenance for May 2020 | \$1,004.99 |
| 38399 | Staples Advantage | New Charges for June 2020 | \$221.54 |
| 38400 | Superior Protection Consultants | Plant Security for June 2020 | \$6,240.00 |
| 38401 | Swains Electric Motor Service | Submersible Pump | \$1,326.56 |
| 38402 | TASC | RO Fee for July 2020 | \$65.87 |
| 38403 | Tops 'N Barricades Inc. | Install Lights on New Flatbed F-450 | \$4,960.44 |
| 38404 | Underground Service Alert | Dig Safe Board Fee | \$68.99 |
| 38404 | Underground Service Alert | Dig Alerts for June 2020 | \$163.45 |
| 38405 | United Way of the Desert | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$25.00 |
| 38406 | Univar Solutions | Ferric Chloride | \$7,078.54 |
| 38406 | Univar Solutions | Sodium Hypochlorite | \$6,966.51 |
| 38406 | Univar Solutions | Sodium Bisulfite | \$5,231.33 |
| 38406 | Univar Solutions | Sodium Hypochlorite | \$7,329.70 |
| 38406 | Univar Solutions | Sodium Hypochlorite | \$7,272.67 |
| 38406 | Univar Solutions | Sodium Hypochlorite | \$7,119.59 |
| 38407 | UPS | Shipping Fees for June 2020 | \$15.14 |
| 38408 | Walters Wholesale Electric | Lamps | \$80.97 |
| 38409 | Workplace Safety Specialists | Kubota Tractor Training | \$2,800.00 |
| 202006241 | CalPERS Health | Health Insurance for July 2020 | \$32,728.01 |
| 202006251 | Standard Insurance Company | Dental and Vision Insurance for July 2020 | \$2,545.98 |
| 202006291 | Domino Solar LTD | Electricity for May 2020 | \$11,196.20 |
| 202006291 | Indio Water Authority | Hydrant Agreement for May 2020 | \$551.39 |
| 202006292 | Colonial Life | PR 05/15/2020 - 05/28/2020 PD 06/05/2020 | \$300.02 |
| 202006292 | Colonial Life | PR 05/29/2020 - 06/11/2020 PD 06/19/2020 | \$300.02 |
| 202007011 | Imperial Irrigation District | Electricity for May 2020 | \$37,445.76 |
| 202007012 | Verizon Wireless | Cell Service for June 2020 | \$808.67 |
| 202007013 | Standard Insurance Company | Disability and Life Insurance for July 2020 | \$1,381.02 |
| 202007031 | Paychex - Direct Deposit | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$71,495.83 |
| 202007032 | Paychex - Garnishment | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$210.46 |
| 202007033 | Paychex - Tax | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$32,753.99 |
| 202007034 | Paychex - Fee | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$161.32 |
| 202007035 | Vantage Point Transfer Agents - ICMA | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$1,395.00 |
| 202007036 | MassMutual | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$10.00 |
| 202007037 | Nationwide Retirement Solution | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$2,385.00 |
| 202007038 | CalPERS 457 | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$1,000.00 |
| 202007039 | CalPERS Retirement | PR 06/12/2020 - 06/25/2020 PD 07/03/2020 | \$17,613.51 |
| 202007101 | Burrtec Waste & Recycling Svcs | Grit Removal for June 2020 | \$2,740.80 |
| 202007101 | SoCal Gas | Natural Gas for June 2020 | \$146.11 |
| 202007102 | Bank of New York Trust Co. (A.D. 4) | VSD Assess Dist 2004-VSD Bond Payment | \$472,218.11 |
| 202007103 | SPOK, Inc. | Pager Service for July 2020 | \$34.78 |
| 202007121 | Frontier Communications | Telephone Service for July 2020 | \$298.27 |
| 202007131 | Indio Water Authority | Water Service for May 2020 | \$1,068.33 |

* Capital Expenditures



**Valley Sanitary District
Board of Directors Meeting
July 14, 2020**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Ronald Buchwald, Engineering Services Manager
SUBJECT: **Authorize Additional Carryover of Funds from Fiscal Year 2019/20 to Fiscal Year 2020/21 in the Amount of \$85,000**

| | | |
|--|---|---|
| <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 to discuss the services that were projected to be incomplete by fiscal year end.

Strategic Plan Compliance

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

Fiscal Impact

The fiscal impact of the request is \$85,000 from the amended FY 2019/20 Budget.

Background

It is a common occurrence to have services, supplies, and projects initiated but not completed within a fiscal year. In order to have enough funds to pay for these items once they are complete and avoid negatively affecting the new fiscal year’s budgeted expenditures, it is necessary to carry over the approved funds from one fiscal year to another. Two items were inadvertently left off the previous list approved by the Board.

- Asset Management Project - delayed due to the COVID-19 pandemic
- Sludge Removal Pond 2 – additional removal services above planned level

Recommendation

Staff recommends that the Board approve the additional carryover funds from Fiscal Year 2019/20 to Fiscal Year 2020/21.

Attachments

Attachment A: List of Carryover Requests

**VALLEY SANITARY DISTRICT
BUDGET CARRYOVERS
FROM 2019-2020 TO 2020-2021**

| ACCOUNT | VENDOR/PROJECT | AMOUNT |
|----------------|--|---------------------|
| 11-5500-411-1 | SLUDGE DISPOSAL AND TRANSPORTATION | 20,100 |
| 11-5554-414-3 | ACCOUNTING/PERMITTING SOFTWARE UPGRADE | 76,900 |
| 11-8630-000-0 | ASSET MANAGEMENT SYSTEM | 64,900 |
| 11-8630-000-0 | MANHOLE FRAME AND COVERS | 15,000 |
| 11-8630-000-0 | BELT PRESS PROGRESSIVE CAVITY PUMP | 20,000 |
| 11-8660-000-0 | WATER REUSE PROJECT (EVRA JPA) (GENERAL FACILITIES) | 175,000 |
| 11-8660-000-0 | COACHELLA VALLEY INTEGRATED REGIONAL WATER MANAGEMENT PLAN (IRWMP) | 44,000 |
| 11-8632-000-0 | SEWER MAIN REHABILITATION OR REPLACEMENT CONSTRUCTION | 500,000 |
| 11-8680-000-0 | PHONE SYSTEM UPGRADE | 25,000 |
| 12-8642-000-0 | STEEL WATERLINE ACTIVATED SLUDGE PLANT (OPERATIONS) | 142,000 |
| 12-8642-000-0 | PERIMETER FENCE EXTENSION PROJECT | 150,000 |
| 12-8642-000-0 | RECYCLED WATER MAIN EXTENSION | 60,000 |
| 13-8623-000-0 | NEW TRAINING & OFFICE LIBRARY BUILDING | 100,000 |
| TOTAL | | \$ 1,392,900 |



**Valley Sanitary District
Board of Directors Meeting
July 14, 2020**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Joanne Padgham, Business Services Manager

SUBJECT: **Authorize Payment of the Annual Lump-Sum Prepayment of the Unfunded Accrued Liability (UAL)**

| | | |
|--|---|---|
| <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 discuss the annual Unfunded Accrued Liability (UAL).

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5.2: Extend financial planning to meet long-term needs while maintaining affordability for customers.

Fiscal Impact

By paying the UAL in a lump sum, VSD will save \$16,598 for Fiscal Year 2020/21.

Background

An annual lump-sum prepayment option of the Unfunded Accrued Liability (UAL) is available for employer contributions to CalPERS. The lump-sum is a discounted amount compared to the sum of the twelve-monthly installments, which include a 7% interest.

| | <u>Tier I</u> | <u>Tier II</u> | <u>Total</u> |
|-------------------------|---------------|----------------|--------------|
| 12-monthly installments | \$ 483,116 | \$ 15,861 | \$ 498,977 |
| Lump-sum prepayment | \$ 467,046 | \$ 15,333 | \$ 482,379 |
| Savings | \$ 16,070 | \$ 528 | \$ 16,598 |

Recommendation

Staff recommends that the Board authorize the payment of \$482,379 to CalPERS for the annual lump-sum prepayment of the UAL.

Attachments

Attachment A: CalPERS invoices for Tier I and Tier II UAL



California Public Employees' Retirement System

July 01, 2020

Holly D Gould
 Valley Sanitary District
 45500 VAN BUREN ST
 INDIO, CA 92201-3435

Business Unit: 1900
 CalPERS ID: 4105945466
 Invoice Number: 100000016090055
 Invoice Date: July 01, 2020
 Payment Due Date: July 31, 2020

| Description | Amount | | | | |
|---|--------------------|----------|-------------|---------------|--|
| <p>Annual Unfunded Accrued Liability as of the June 30, 2018 Actuarial Valuation for Rate Plan Identifier 3242.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table data-bbox="196 1045 779 1113"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$40,259.68</td> <td>July 31, 2020</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$467,046.00 to the invoice number above by July 31, 2020 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2018 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting www.mycalpers.ca.gov</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</p> | Amount | Due Date | \$40,259.68 | July 31, 2020 | |
| Amount | Due Date | | | | |
| \$40,259.68 | July 31, 2020 | | | | |
| Total Due | \$40,259.68 | | | | |





California Public Employees' Retirement System

July 01, 2020

Holly D Gould
 Valley Sanitary District
 45500 VAN BUREN ST
 INDIO, CA 92201-3435

Business Unit: 1900
 CalPERS ID: 4105945466
 Invoice Number: 100000016090062
 Invoice Date: July 01, 2020
 Payment Due Date: July 31, 2020

| Description | Amount | | | | |
|---|-------------------|----------|------------|---------------|--|
| <p>Annual Unfunded Accrued Liability as of the June 30, 2018 Actuarial Valuation for Rate Plan Identifier 27210.</p> <p>The total minimum required employer contribution is the sum of the Plan's Employer Normal Cost Rate (expressed as a percentage of payroll) plus the Employer Unfunded Accrued Liability Contribution Amount.</p> <p>Your agency's monthly amount due toward the Unfunded Accrued Liability is:</p> <table border="0" data-bbox="207 1037 771 1104"> <tr> <td>Amount</td> <td>Due Date</td> </tr> <tr> <td>\$1,321.74</td> <td>July 31, 2020</td> </tr> </table> <p>If you would like to prepay the entire Annual Payment toward your Plan's Unfunded Accrued Liability, you can submit the Annual Lump Sum Prepayment amount of \$15,333.00 to the invoice number above by July 31, 2020 instead of the monthly amount listed.</p> <p>Please refer to the June 30, 2018 Actuarial Valuation report for the details of this calculation. Reports are available at CalPERS On-Line or by visiting www.mycalpers.ca.gov</p> <p>Unfunded Accrued Liability contributions are to be paid in full by the payment due date each month. Payments that are not received in full on or before this date will be assessed interest on the total outstanding balance due (Public Employees' Retirement Law § 20572 (b)). Please note that this monthly statement is a demand for payment in accordance with Public Employees' Retirement Law § 20572 (a).</p> <p>For questions concerning your invoice, please call our CalPERS Customer Contact Center at 888 CalPERS (or 888-225-7377) and ask to be referred to the Financial Office.</p> | Amount | Due Date | \$1,321.74 | July 31, 2020 | |
| Amount | Due Date | | | | |
| \$1,321.74 | July 31, 2020 | | | | |
| Total Due | \$1,321.74 | | | | |





**Valley Sanitary District
Board of Directors Meeting
July 14, 2020**

TO: Board of Directors
FROM: Beverli A. Marshall, General Manager
SUBJECT: **Cast Vote in Annual CASA Board Election and Approve the Fiscal Year 2020/21 Dues Resolution**

| | | |
|--|---|---|
| <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 discuss the annual CASA board election and dues approval.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 6.5: Improve State level advocacy.

Fiscal Impact

If approved, the annual dues to be paid by VSD is \$13,600, which is included in the adopted Comprehensive Budget for Fiscal Year 2020/21.

Background

Each year the California Association of Sanitation Agencies holds its annual meeting, which includes the results of the election for open seats on the Board as well as approval of the annual dues resolution (Attachment A). This year, due to the COVID-19 pandemic, the annual meeting will be held virtually on August 13, 2020.

Recommendation

Staff recommends that the Board approve the slate of four nominees for open seats on the CASA Board of Directors and approve the annual dues resolution.

Attachments

Attachment A: Letter from the CASA Board President



June 29, 2020

TO: Member Agencies Bill
FROM: Long, President
SUBJECT: **ANNUAL BUSINESS MEETING—AUGUST 13, 2020 & ACTION ON BOARD ELECTION AND DUES BY ELECTRONIC BALLOT**

This year, in order to prioritize the health and safety of our attendees, speakers, and staff, and to ensure that our clean water community avoids the risk of exposure to SARS-CoV-2, CASA has converted its traditional in-person Annual Conference to a virtual event. Our annual business meeting has traditionally been part of our in-person meeting each year, where the membership elects new directors to the CASA Board and approves the annual member dues resolution.

Due to this shift to a virtual format, the CASA Board has decided to have the members vote on these actions exclusively by written (electronic) ballot, separate and apart from the business meeting. CASA will hold its official “annual meeting” virtually on August 13, 2020 as part of the luncheon program during the Virtual Annual Conference. At the meeting we will report the results of the electronic balloting.

Included with this memorandum are several documents that are essential to conducting important association business, including a designation of agency representative form and an official ballot form for the proposed dues as well as the election of the Board of Directors nominees. Below is a short summary of those matters before you for approval.

Election of Directors for FY 2020-21

Utilizing a written (electronic) ballot, the membership will be asked to approve a slate of four nominees for the open seats on the Board of Directors. The Directors will serve three year terms. The slate was recommended by the Nominating Committee and approved by the Board of Directors. The nominees are:

- Roger Bailey, Central Contra Costa San. District (Manager – North)
- Jasmin Hall, Inland Empire Utilities Agency (Director – South)
- David Cardenas, Selma-Kings-Fowler Sanitation District (Director – North)
- Craig Murray, Carpinteria Sanitary District (Manager – South)

Brief biographies of the nominees are attached. The Board consists of 13 Directors, 12 elected by the members and one Associate Director appointed by the President. If elected, the four Directors will join eight incumbents. In addition to the elected Directors, the President will appoint a new Associates Director, Chris Davenport of Covello Group, to a one-year term. The Board of Directors will then elect a President, Vice President and Secretary-Treasurer for one-year terms.

As noted above, the election will take place by electronic ballot. Agency representatives may cast their votes up until 5:00 p.m. on Friday, July 31, 2020.

Approval of the Dues Resolution

Utilizing a written (electronic) ballot, the membership will be asked to approve the annual dues resolution. This year, the resolution reflects changes to the dues structure and tiers. These structural changes to the agency member dues tiers structure were approved by the Board

of Directors earlier this year. More information and a frequently asked questions document regarding these changes is available [here](#). This information was also distributed to all members through the CASA Connects newsletter and direct outreach in May of this year. A copy of the official dues resolution is included in the official ballot that accompanies this memorandum.

In brief, the new proposed structure is designed to serve the membership in a more strategic and thoughtful way. In an effort to soften the financial transition for agencies with smaller operating budgets moving between lower tiers, and to attract and retain members in these tier ranges, CASA developed this new structure which expands the number and levels of dues tiers. These structural changes are designed to be revenue neutral for CASA as an organization and establish a new baseline for the future.

If the proposed changes are adopted by the membership, the 2021 invoices sent out in late 2020 will reflect the new dues tiers. There are no proposed changes to the Associates dues for 2021. In addition, typically CASA makes its annual budget available to annual meeting attendees in hard copy format. This year, members may request a copy of the FY 2021 Budget, approved by the Board on June 9, 2020, and the year-end FY 2020 Treasurer's Report by emailing Cheryl MacKelvie at cmackelvie@casaweb.org.

President's Report

This year has seen big changes and "firsts" for CASA. Within months of selecting Adam Link to follow Bobbi Larson as our Executive Director, our entire staff was challenged to respond to the COVID-19 pandemic and also keep on top of all their ongoing responsibilities – while working from home! I am extremely pleased with how seamlessly and effectively everyone has been able to communicate and collaborate with each other and CASA's key stakeholders and members. We are indeed fortunate to have such a talented and flexible staff during these difficult times. Bobbi Larson deserves great thanks for her years building the organization and planning a smooth transition.

The pandemic has created new challenges for our industry, and at every turn CASA has quickly responded with timely information, including the development of a dedicated webpage with links to reliable resources on a variety of COVID-19 issues. I look forward to staff continuing this level of attention and responsiveness during these difficult times.

Another "first" will be our virtual conference in August. CASA staff has shown imagination and creativity in designing an interesting and informative program. Every effort is being made to encourage active communications and exchanges between attendees as face-to-face at past conferences. I look forward to the experience and believe it will be rewarding.

CASA also continued its major nonflushable wipes campaign, involving both legislation and related communications and awareness efforts. We also continue to address a variety of important issues at state regulatory agencies, including new policies at the State Water Board, Ocean Protection Council, and CalRecycle among others. We continue to make significant progress on our federal priorities, including enhanced federal funding for clean water projects and extension of NPDES permit terms.

It has been my pleasure to serve as your President during these unique times, and I have confidence that the organization will continue its commitment to providing valuable resources and essential advocacy on behalf of the clean water community. I look forward to "seeing" you all at CASA's first ever virtual conference event in August, and hopefully rejoining you all again in person in 2021.

Nominees for the CASA Board of Directors FY 2020-2021

Roger Bailey, Central Contra Costa Sanitary District



Roger became the General Manager at the Central Contra Costa Sanitary District on August 19, 2013. CentralSan is a progressive sanitary district providing wastewater collection and treatment services to approximately 471,000 people in the central Contra Costa area.

Before his employment at CentralSan, Roger served as the head of the City of San Diego Public Utilities Department. Prior to joining the City of San Diego, he served as Deputy City Manager and Utilities Director for the City of Glendale, Arizona; Utilities Director for the City of Royal Palm Beach, Florida; Assistant Utilities Director for the City of Valdosta, Georgia; and Senior Engineer with the City of Tallahassee Water Utilities Department. Under his leadership, San Diego and Glendale's Utilities Department has won platinum awards for Utility Excellence from the Association of Metropolitan Water Agencies. Since coming to CentralSan, the facility has won the NACWA Platinum Award for three consecutive years.

Roger is a registered professional engineer in Arizona and Florida. His education includes M.S. and B.S. degrees in Civil Engineering from Florida A&M University. He also holds a B.S. degree in Physics and Mathematics from the University of Winnipeg, Canada.

David T. Cárdenas, Selma-Kingsburg-Fowler County Sanitation District



David T. Cardenas is the Mayor of the City of Fowler, California, serving in the Mayor's role for the past 13 years, and as a member of the Fowler City Council for the past 21 years. For the past 9 years he has served as Vice-Chairman of the Fresno County Council of Governments Policy Board, is a boardmember for the FCTA, the Consolidated Mosquito Abatement District, Fresno County Rural Transit Agency and is the Chairman of the S. K. F. Sanitation District Board. Throughout the years, Mr. Cardenas has served on several committees and boards for various public agencies and organizations, including the South San Joaquin Valley Division of the League of California Cities, and the Five Cities Economic Development Authority. For decades, he has volunteered in civic activities for the betterment of his community, including the Fowler Lions Club and Fowler Knights of Columbus, of which he is a founding member.

Jasmin Hall, Inland Empire Utilities Agency



Jasmin Hall serves as Vice-President of the Inland Empire Utilities Agency Board of Directors where she represents Division 4, the City of Fontana and portions of the Cities of Rialto and Bloomington. Ms. Hall was appointed to the Board of Directors in October 2013, elected in November 2014, and re-elected in November 2018. Ms. Hall is also the Agency's representative to California Association of Sanitation Agencies (CASA), was appointed to the CASA Board of Directors in February 2017, and currently serves as Secretary/Treasurer. Ms. Hall also serves as President on the Chino Basin Regional Financing Authority.

Ms. Hall has extensive experience in community leadership as she has served as the Fontana Planning Commission Secretary and as Chairwoman for the Fontana Parks and Recreation Commission. Ms. Hall initiated the process that earned Inland Empire Utilities Agency the Special District Leadership Foundation's District Transparency Certificate of Excellence. Ms. Hall received a Recognition in Special District Governance certificate, which is designed to honor special district Board members and trustees that demonstrate their commitment to continuing education and special district governance. The recognition covers the essentials of good governance, as well as service-specific education.

Ms. Hall holds an M.B.A. degree with a specialization in Human Resource Management from National University, San Diego, a B.S. degree in Business Management from University of Phoenix, San Diego, and a Project Management Certification from University of Irvine.

Craig Murray, Carpinteria Sanitary District



Craig is General Manager of the Carpinteria Sanitary District, where he has been since 2004. He is a registered Civil Engineer in California and active in numerous professional organizations. Prior to his appointment as the District General Manager he worked as a consulting engineer serving municipal water and wastewater clients. Craig was a member of the CASA Utility Leadership Committee until 2017, is part of SCAP and CSRMA leadership, and is very active in CASA and a regular conference attendee.

Craig holds a bachelor's degree from UC Santa Barbara and a master's degree in Civil and Environmental Engineering from Cal Poly San Luis Obispo.



CALIFORNIA ASSOCIATION of SANITATION AGENCIES

1225 8th Street, Suite 595 • Sacramento, CA 95814 • TEL: (916) 446-0388 • www.casaweb.org

DATE: June 29, 2020
TO: Member Agencies
FROM: Adam Link, Executive Director
SUBJECT: Designation of Agency Representative and Consent to Electronic Transmission

Dear Members:

We are requesting your assistance with a couple of administrative matters. CASA's bylaws require that each member agency designate an official voting representative and two alternates who are authorized to exercise the agency's voting rights. We are updating our records in advance of our annual election and ask that you complete a designation form.

Secondly, as a nonprofit mutual benefit corporation, CASA must obtain our members' consent to transmit official communications electronically rather than regular mail. By signing and returning the enclosed authorization, you agree that CASA may send these communications such as ballots and other official business matters to you via email.

We request that you return both original documents by Friday, July 31, 2020 to cmackelvie@casaweb.org.

If you have any questions, please feel free to contact me at (916) 446-0388 or alink@casaweb.org. Thank you for your assistance.

2020 DESIGNATION OF AGENCY REPRESENTATIVES

The bylaws of the California Association of Sanitation Agencies (CASA) provide that each voting member of the Association shall designate in writing the individual who shall exercise the voting rights and other privileges on behalf of the member agency, and two alternates to that individual as well. (Article II, Section 1.)

Please designate your agency's representative and two alternates and return this form to Cheryl MacKelvie at cmackelvie@casaweb.org. You may revise or update this designation at a future date.

Insert name of Agency

Insert name of Agency Representative

Telephone number

Email address

Insert name of Alternate #1

Telephone number

Email address

Insert name of Alternate #2

Telephone number

Email address

Submitted by:

Date:

E-Signature

Print name

CONSENT TO ELECTRONIC TRANSMISSION

As a member of the CALIFORNIA ASSOCIATION OF SANITATION AGENCIES (CASA) your written consent is required in order to receive official communications from, and/or to send official communications to, CASA by electronic transmission (i.e. email).

This consent form will allow CASA to send you meeting notices, ballots, conduct meetings, and handle other official business that requires member or board approval, by electronic transmission. It also allows you to send the same types of information to CASA via electronic transmission.

Before signing this consent form, please review and be aware of the following:

1. You are not required to sign this form. You may request that meeting notices, ballots, and other matters of official business be sent to you via regular mail.
2. You have the right to withdraw your written consent at any time after signing this form by providing CASA with written notice that you are withdrawing your consent relative to electronic transmission.
3. This consent to electronic transmission is broad, and may include transmission of meeting notices, ballots, and other important information regarding CASA. It also allows CASA to conduct meetings via electronic transmission, although that will not be a frequent occurrence. This consent form represents consent under both California Corporations Code 20 and 21 (transmission from and to CASA). This consent form also meets the requirements for consent under the federal Electronic Signatures in Global and National Commerce Act (15 U.S.C. Sec. 7001(c)(1)).
4. Consenting to electronic transmission via email requires that you have access to a computer, have a current email account, and have provided your current email address to CASA.

The undersigned CASA member representative has read and understands the foregoing, and hereby provides this written consent to receive and send information, including but not necessarily limited to meeting notices, ballots, and other information regarding CASA, via electronic transmission (i.e. email), until such time as this consent is revoked in writing. This consent also allows CASA to conduct meetings via electronic transmission.

Insert Agency Name: _____

E-Signature of Member Agency Representative: _____

Date: _____

Insert name and title: _____

*Email address for official CASA notices:

PLEASE EMAIL THIS FORM TO CMACKELVIE@CASAWEB.ORG.

*Please indicate if you do not have access to (or do not want) this type of transmission



OFFICIAL BALLOT

The voting members of the California Association of Sanitation Agencies (CASA) are requested to cast their votes on the following important actions:

Board of Directors FY 20-2021

The Nominating Committee and the Board of Directors recommend election of the following slate of Directors to the four available Board seats:

- Roger Bailey, Central Contra Costa San. District (Manager – North)
- Jasmin Hall, Inland Empire Utilities Agency (Director – South)
- David Cardenas, S-K-F County Sanitation District (Director – North)
- Craig Murray, Carpinteria Sanitary District (Manager – South)

Please check one:

- Approve the slate of Directors
- Do not approve the slate of Directors

Dues Resolution Calendar Year 2021 (See below Proposed Resolution No. 20-210)

Please check one:

- Approve the Dues Resolution
- Do not approve the Dues Resolution

Please mark this Official Ballot for approval or disapproval and then insert the voting agency name and your name and sign your name and date below where indicated.

In order to be counted, this original completed, signed and dated Official Ballot **must be returned to CASA by 5:00 p.m. on Friday, July 31, 2020.** Materially incomplete or illegible ballots will not be counted.

Date: _____

 Insert name of CASA Member Agency

 E-Signature of CASA Member Agency representative

 Insert name of representative

Electronic Submission is preferred. Please send ballot to Cheryl MacKelvie at cmackelvie@casaweb.org.



CASA Annual Membership Dues

Annual membership dues shall be determined as follows:

- Active Member.** Dues are based on the member agency’s annual operations and maintenance budget. The dues schedule for calendar year 2021 shall be:

Agency Operations & Maintenance Budget 2021 Dues

| | | |
|------------|-------------------------------------|----------|
| 1. | Up to \$500,000 | \$900 |
| 2. | Between \$500,001 - \$1,000,000 | \$1,700 |
| 3. | Between \$1,000,001 - \$1,500,000 | \$2,500 |
| 4. | Between \$1,500,001 - \$2,000,000 | \$3,250 |
| 5. | Between \$2,000,001 - 2,500,000 | \$4,000 |
| 6. | Between \$2,500,001 - 3,000,000 | \$5,000 |
| 7. | Between \$3,000,001 - 3,500,000 | \$6,000 |
| 8. | Between \$3,500,001 - \$4,000,000 | \$7,000 |
| 9. | Between \$4,000,001 - 4,500,000 | \$8,000 |
| 10. | between \$4,500,001 - \$5,000,000 | \$9,000 |
| 11. | Between \$5,000,001 - \$10,000,000 | \$13,600 |
| 12. | Between \$10,000,001 - \$20,000,000 | \$17,100 |
| 13. | \$20,000,001 - \$100,000,000 | \$20,500 |
| 14. | Over \$100,000,000 | \$28,100 |

- Associate Member.** Dues for associate members shall be:

| Associate Number of Employees | | 2021 Dues |
|--------------------------------------|----------------------------------|------------------|
| 1. | Employer with 1-5 employees | \$460 |
| 2. | Employer with 6-15 employees | \$930 |
| 3. | Employer with 16-29 employees | \$ 1,388 |
| 4. | Employer with 30-74 employees | \$ 1,850 |
| 5. | Employer with 75-120 employees | \$ 2,323 |
| 6. | Employer with over 121 employees | \$ 2,785 |

- Honorary Member.** There shall be no dues for honorary members.

Adopted by the California Association of Sanitation Agencies by electronic ballot and announced at the annual conference held virtually on August 13, 2020.

ATTEST:

Jasmin Hall
Secretary - Treasurer

STAFF NOTES

July 7, 2020

ADMINISTRATION & FINANCE

- The Campaign Disclosure Statements (Form 470) are due for all Board Members by July 31, 2020. They will be available at the July 14, 2020 Board of Directors meeting.
- Continuing to work with Caselle to upgrade permitting and accounting software.
- Preparing documents and schedules requested by auditors for FY 2019/20 audit.

DEVELOPMENT SERVICES

- The Preliminary Design Report for the replacement 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. Design is in progress. Staff and the consultant had a preliminary meeting with CVWD regarding requirements for crossing the channel. The design plans are scheduled to be ready by February 2021.
- 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. Staff training has been postponed due to the Covid-19 virus. Onsite training from the implementor has been tentatively scheduled for the middle of August 2020. Staff has finished the installation of Lucity Mobile and is pursuing the implementation of plant wide WiFi which will allow access of the asset management system from a mobile device anywhere in the plant facility.
- VSD has chosen SGH Architects as the architectural firm for the preliminary design of a new two-story training/office building. Staff had a kick-off meeting with the architect to discuss ideas for a functional and adequate building. Construction of the new building has been put on hold a few years until funding becomes available.
- VSD is currently working with Stantec, who is acting as an Owner's Representative, on the repair and rehabilitation of the Influent Pump Station. Stantec has assisted the District in developing a preliminary plan, scope of work, and schedule for the project. Stantec and staff have created an RFQ document for the solicitation of design-build firms which was

advertised and distributed to potential bidders on May 28th, 2020. The RFQ will close on July 23, 2020.

- Field Vector crew is currently working trouble spot areas.
- CCTV pipe assessment inspections are currently being conducted in the area of Avenue 44 and Jackson.

OPERATIONS

- Staff worked with the collections department to jet the discharge line in pond 3.
- Staff ran jar tests on pond effluent to see if Total Suspended Solids (TSS) could be reduced by dosing ferric chloride to precipitate solids. Staff witnessed success in the jar tests and implemented the ferric chloride dosing at the pond contact chamber.
- Bioassay results revealed toxicity in the plant effluent, which required VSD to start accelerated monitoring to confirm toxicity is present. Results of the first accelerated monitoring test showed toxicity, which triggers a Toxicity Identification Evaluation (TIE). Staff is working with Enthalpy Labs to determine what the toxicity is, so that VSD can control the source and develop a plan to remove toxicity. The Regional Water Quality Control Board is being informed with regular progress updates as required in the NPDES permit.
- Staff sent in the slurry pump on the dredge to be rebuilt.
- Staff went through heavy equipment operation training.



VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

6-Jul-20

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 | Intersection of Golf Center/Avenue 45, address TBD | Civil plans submitted for new 7-Eleven store. Completed 1st plan check and returned to the engineer 12/4/19. Completed 2nd plan check and returned to applicant via email 3/25/20. | Perform 3rd plan check upon plan resubmittal. |
| A&J Nails TI | 82151 Avenue 42, Ste 108 | Plans submitted for TI of existing nail salon. Completed 1st plan check and returned to the applicant. 5/4/20. | Perform 2nd plan check upon plan resubmittal. |
| 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. |
| 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. |
| Arbys' Restaurant TI | 82111 Avenue 42/Monroe Street | Plans submitted for TI of existing shell building. | In Queue |
| Bel Cielo - Tr 32425 | West of Clinton South of Ave 44 | Model homes. No plan check is required. Permit and Inspection fees need to be paid. Issued permit 3840 on 9/13/19. | Inspect work improvements as scheduled. |
| Buzzbox | 42625 Jackson Street #112 | Plans submitted existitng building TI. Completed 1st plan check and returned to the City 2/22/19. | Perform 2nd plan check upon plan resubmittal. |
| Cardenas Single Family Dwelling (SFD) | 82266 Stallone Drive | Plans submitted for new SFD. Plans approved, notified the applicant 6/16/20. | Waiting for owner to process permit paperwork. |
| 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. |
| Chipotle Mexican Grill TI | 42213 Jackson Street, Suite 106 | Plans submitted for TI of existing shell building. Completed 1st plan check and returned to applicant 4/17/20. | Perform 2nd plan check upon plan resubmittal. |
| 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. |
| 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. |
| Dunn Edwards Paint Store | 81921 Hwy 111/Las Palmas | Plans submitted for new retail building. Plans approved and returned to applicant 4/13/20. Issued permit 3884 on 5/12/2020. | Inspect work improvements as scheduled. |
| El Destino Nightclub - TI | 83085 Indio Boulevard/Civic Cnter Mall | Plans submitted for existing building TI 11/30/2015. Plans approved and returned to the City 3/22/16. Issued permit 3577 on 5/24/16. Issued permit 3596 on 8/3/16. | Inspect work improvements as scheduled. |
| 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 owner to process permit paperwork. |
| EOS Fitness Public Sewer Extension | SWC of Spectrum Street & Avenue 42 | Civil plans submitted for sewer extension in Spectrum Street. Completed 1st plan check and returned plans to the engineer 5/2/19. Completed 2nd plan check and returned to the engineer 5/15/19. Plans approved and returned to the engineer 6/3/19. | Waiting on developer bonds for sewer agreement. |
| 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. | Waiting for owner to process permit paperwork. |
| Gallery at Indian Springs | Jefferson St/Westward Ho Drive | Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 1/10/18. Completed 2nd plan check and returned to the Engineer 1/25/18. Plans approved 1/31/18. | Inspect work improvements as scheduled. |
| 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. | Waiting for owner to process permit paperwork. |

| PROJECT NAME | STREET ADDRESS / CROSS STREET | CURRENT PROJECT STATUS | NEXT ACTION ITEM |
|---|---|---|---|
| George Fregoso SFD | 46600 Padua Circle | Plans submitted for new SFD. Plans approved and notified the applicant 5/7/20. | Waiting for owner to process permit paperwork. |
| Golden Corral Restaurant | Atlantic Ave/Caspian near Ave 42 and Jackson | Plans submitted for new restaurant building. Completed 1st plan check and returned to the applicant 2/7/20. | Perform 2nd plan check upon plan resubmittal. |
| Habitat for Humanity SFD | 43655 Towne Street | Received plans for the construction of a new home on vacant lot. Plans approved and returned to the applicant 3/11/20. | Waiting for owner to process permit paperwork. |
| Habitat for Humanity SFD | 43689 Arabia Street | Received plans for the construction of a new home on vacant lot. Plans approved and returned to the applicant 3/11/20. | Waiting for owner to process permit paperwork. |
| 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 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. | Perform 2nd plan check upon plan resubmittal. |
| Indio Juvenile Court | 47671 Oasis St/ Ave 48 | Plans submitted to demo existing juvenile court building and construct new building on the same site. Completed 1st plan check and returned to the City 2/23/16. | Perform 2nd plan check upon plan resubmittal. |
| Indio Palms Sewer Main Extension | South East Corner of Avenue 42 and Monroe St | Plans submitted for the extension of a private sewer main for Indio Palms at Spectrum Street. Plan check fees paid 2/1/18. Completed 1st plan check and returned plans to engineer 2/21/18. Completed 2nd plan check and returned plans to engineer 3/20/18. Plans approved and returned to engineer 5/10/18. | Waiting on developer to record sewer agreement. |
| Jackson Street Liquor Store | 44350 Jackson Street/Ruby Avenue | Plans submitted existng building TI. Plans approved and returned to the City 4/29/19. Issued permit 3829 on 7/26/19. | Inspect work improvements as scheduled. |
| John Nobles Apartments | TBD - Rubidoux Street/John Nobles Ave | Plans submitted new apartment complex. Completed 1st plan check and returned to the City 2/27/19. | Perform 2nd plan check upon plan resubmittal. |
| Kennedy School Bldg Additions | 45100 Clinton Street | Plans submitted for new building additions. Completed 1st plan check and returned to the applicant 11/6/19. Plans approved check and returned to the applicant 2/3/2020. Issued permit 3875 on 2/28/2020. | Inspect work improvements as scheduled. |
| Maya Cinemas | 82900 Avenue 42/Jackson Street | Plans submitted for construction of new building for theater. Completed 2nd plan check and returned to the City 10/16/19. | Perform 3rd plan check upon plan resubmittal. |
| Mex-American Tax Services | 44250 Monroe St./South of Indio Blvd | Plans submitted for an office addition, Returned 1st plan check back to City on 1/21/2014. Received 2nd submittal 3/13/2014. 2nd plan check completed and returned to the city on 3/31/2014. Received 3rd submittal 4/21/14. Reviewed, approved and returned plans back to the city on 5/15/2014. Issued permit 3518 on 8/4/15. Permit expired with the City. | Inspect work improvements as scheduled. |
| Motorcoach CC - Casita Addition | 80501 Avenue 48, Lot 145 | Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/9/19. Issued permit 3849 on 10/29/19. | Inspect work improvements as scheduled. |
| Motorcoach CC - Casita Addition | 80501 Avenue 48, Lot 225 | Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/8/19. Issued permit 3814 on 5/8/19. | Inspect work improvements as scheduled. |
| Motorcoach CC - Casita Addition | 80501 Avenue 48, Lot 320 | Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/9/19. Issued permit 3848 on 10/29/19. | Inspect work improvements as scheduled. |
| Motorcoach CC - Casita Addition | 80501 Avenue 48, Lot 321 | Plans submitted for casita addition and storage building. Plans approved and returned to the applicant 12/17/19. Issued permit 3863 on 12/30/19. | Inspect work improvements as scheduled. |
| Motorcoach CC - Casita Addition | 80501 Avenue 48, Lot 328 | Plans submitted for casita addition and storage building. Plans approved and returned to the applicant 5/5/20. Issued permit 3882 on 5/5/2020. | Inspect work improvements as scheduled. |
| Nargizyan Dental Group TI | 81637 Highway 111, Suite 1-B | Plans submitted for TI of existing suite. Completed 1st plan check and returned to the City 7/1/19. | Perform 2nd plan check upon plan resubmittal. |
| North Outdoor Resorts - Casita Addition | 80394 Avenue 48, Lot 245 | Plans submitted for shade structure with outdoor kitchen. Plans approved and returned to the City 5/15/18. | Waiting for owner to process permit paperwork. |
| North Outdoor Resorts - Casita Addition | 80394 Avenue 48, Lot 258 | Plans submitted for casita addition and storage building. Plans approved and returned to the applicant 10/29/19. Issued permit 3850 on 10/29/19. | Inspect work improvements as scheduled. |
| North Outdoor Resorts - Casita Addition | 80394 Avenue 48, Lot 349 | Plans submitted for shade structure with outdoor kitchen. Plans approved and returned to the City 5/29/18. | Waiting for owner to process permit paperwork. |

| PROJECT NAME | STREET ADDRESS / CROSS STREET | CURRENT PROJECT STATUS | NEXT ACTION ITEM |
|--|-----------------------------------|---|--|
| Octavio Rosales SFD | 43645 Saguaro Street/Avenue 44 | Plans submitted for new SFD. Completed 2nd plan check and returned to the City 8/26/19. | Perform 3rd plan check upon plan resubmittal. |
| Old Navy Shell Building | 42200 Jackson Street/Ave 42 | Plans submitted for new Building. Plans approved and returned to applicant 3/31/2020. | Waiting for owner to process permit paperwork. |
| Old Navy TI | 42200 Jackson Street/Ave 42 | Plans submitted for TI of existing shell building. Plans approved and notified applicant 6/3/20. | Waiting for owner to process permit paperwork. |
| One Stop Shop Grease Interceptor Install | 84051 Indio Blvd/Van Buren Street | Preliminary plan submitted for grease interceptor TI 4/19/19. Completed 1st plan check and returned to owner's representative 4/30/19. Issued permit 3889 on 6/19/20. | Inspect work improvements as scheduled. |
| Ono Hawaiian BBQ | 42550 Jackson Street/ Avenue 42 | Plans submitted for new retail building. Completed 1st plan check and returned to applicant 11/7/19. Completed 2nd plan check and notified applicant 3/23/20. | Perform 3rd plan check upon plan resubmittal. |
| Paradiso Tract 31815 | East of Monroe North of Ave 41 | New model homes under construction. | Inspect work improvements as scheduled. |
| Parcel Map 36215 | Dr. Carreon west of Van Buren | Civil plans submitted for 1st plan check. Plans approved and returned to the Engineer 1/18/18. Issued permit 3718 on 1/23/18. | Inspect work improvements as scheduled. |
| Pawley Pool Aquatic Facility | 46350 Jackson Street/Date Ave. | Plans submitted for new Aquatic Center on existing public pool site. | In Queue |
| Quick Quack Car Wash | The Palms Center - Address TBD | Plans submitted for new drive thru car wash building. Completed 4th plan check and returned to the applicant. 5/13/20. | Perform 5th plan check upon plan resubmittal. |
| Renovar Assisted Living - TI | 82380 Miles Avenue/Palm Street | Plans submitted for building TI. Plans approved and returned to the applicant 3/20/20. | Waiting for owner to process permit paperwork. |
| River Springs Charter School | 81840 Avenue 46 | Received plans for a TI of existing building for a new charter school. Plans approved and notified the applicant 6/2/20. Issued permit 3886 on 6/5/20. | Inspect work improvements as scheduled. |