



Board of Directors Regular Meeting
Tuesday, February 23, 2021 at 1:00 PM
Valley Sanitary District Board
45-500 Van Buren Street, Indio, CA 92201

*******SPECIAL NOTICE – VIA VIDEOCONFERENCE*******

Pursuant to Pursuant to the Governor’s Executive Order N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020; the Board of Directors regular meeting will be conducted remotely through Zoom. Members of the public wanting to participate in the open session of the meeting my do so via the following Zoom link
<https://zoom.us/j/97144186678?pwd=aVU5V0htaS90MFdjY0dEcJlMOXRmZz09> Meeting ID: 971 4418 6678 or by calling 669-900-9128 . 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 hgould@valley-sanitary.org.

Page

1. CALL TO ORDER

1.1. Roll Call

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.


3. CONSENT CALENDAR

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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 February 9, 2021 Regular Meeting Minutes
3.1 9 Feb 2021 Meeting Minutes.pdf  | 4 - 8 |
| 3.2. | Approve Warrants for February 3 to February 17, 2021
3.2 Warrants for February 2 to February 17, 2021.pdf  | 9 - 10 |
| 3.3. | Accept Monthly Financial Report for Period Ending January 31, 2021
3.3 Staff Report Monthly Financial Report for January 2021.pdf 
3.3 Attachment A Combined Monthly Account Summary.pdf 
3.3 Attachment B Monthly Income Summary - Jan 2021.pdf 
3.3 Attachment C LAIF - Jan 2021.pdf  | 11 - 15 |
| 3.4. | Approve Annual Renewal of the Environmental Pollution Liability Coverage Provided by Desert Cornerstone Insurance Service, Inc. In an Amount not to Exceed \$17,758 Effective March 1, 2021
3.4 Approve Annual Renewal of the Environmental Pollution Liability Coverage.pdf 
3.4 Attachment A VSD Pollution letter.pdf 
3.4 Attachment B VSD Pollution Liability Proposal.pdf 
3.4 Attachment C TRIA Form.pdf  | 16 - 26 |

4. NON-HEARING ITEMS

- | | | |
|------|---|---------|
| 4.1. | Authorize the General Manager to Amend the Contract with Engineering Solutions Services and Increase the Total Contract Amount to \$35,000 to Include Preparation of an Appeal to the State Water Board for Consideration of State Revolving Funds for the Recycled Water Project – Phase I
4.1 Staff Report Engineering Solutions Services Contract.pdf 
4.1 Attachment A Priority Scoring Worksheet From SWRCB-EN- | 27 - 34 |
|------|---|---------|

- 4.2. Support Participation in the National Wastewater Sewer Surveillance Program, Authorize the General Manager to Spend \$11,000 for FY 2020/21 and to Purchase GT Molecular Testing Kits from 35 - 36

[4.2 Staff Report Sewer Surveillance Program.pdf](#) 

- 4.3. Update on Influent Pump Station Bypass and Project Timeline 37 - 38

[4.3 Update on Influent Pump Station Sewer Main By-pass.pdf](#) 

[4.3 Attachment A - Sewer Main Bypass Plan.pdf](#) 

- 4.4. Review and Approve Budget Amendment Request for Temporary Help Services and Other Post Employment Benefit (OPEB) Contribution 39 - 40

[4.4 Discuss and Approve Budget Adjustment Request.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.

6. COMMITTEE REPORTS

- 6.1. Budget & Finance Committee – Draft February 16, 2021 Special Meeting Minutes 41 - 42

[6.1 16 Feb 2021 Budget & Finance 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

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.

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
February 9, 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 via videoconference, on Tuesday, February 9, 2021.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:

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

Staff Present:

Beverli Marshall, General Manager, Holly Gould, Ron Buchwald, Jeanette Juarez, and Robert Hargreaves, Best Best & Krieger

1.2 Pledge of Allegiance

1.3 February Employee Anniversaries

- Tito Moreno, Collection System Supervisor – 16 years
- Kenny Kepley, Operator III, 15 years
- Brian Sprueill, Maintenance Tech III – 9 years
- Ed Luna, Maintenance Tech I – 1 year
- Lorraine Shinnette, Lab Technician I – 1 year

The Board congratulated Tito, Kenny, Brian, Ed, and Lorraine for their hard work and dedication to the district.

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 January 26, 2021, Regular Meeting Minutes

3.2 Approve Warrants for January 21 to February 4, 2021

ACTION TAKEN:

MOTION: Director Teague a motion to approve the consent calendar items as presented. Director Duran seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2021-3079

4. NON-HEARING ITEMS

4.1 Approve Change Order #1 for the Influent Pump Replacement Project

Ron Buchwald, Engineering Services Manager, stated the Design/Build Team for this project planned for a short duration by-pass of the influent pump station as part of their proposal to the District in September 2020. Due to the limited duration and the event occurring only during the week (not weekends), the Team planned for minimal pumps to handle the total flow with no flow meter or other control devices. During the kickoff meeting, it was decided to go with a more sophisticated bypass that would include a flow meter, an additional full-sized pump, and a jockey pump. Staff was able to negotiate the price of the change order. The total cost of Change Order No. 1 is \$28,633.25.

ACTION TAKEN:

MOTION: Secretary Canero made a motion to authorize the General Manager to approve Change Order No. 1 for \$28,633.25 for the Influent Pump Station Rehabilitation project. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2021-3080

4.2 Approve Award of Contract for Auditing Services

Jeanette Juarez, Business Services Manager, reported that the District put out a Request for Proposal (RFP) for Auditing Services on November 12, 2020. The RFP invited responses from highly qualified and experienced independent certified public accounting firms with proven records of accomplishments for a one (1) year agreement with two (2) one (1) year renewal options, to perform the annual audit of the District's financial statements. The District received eight (8) proposals. A four-member evaluation committee comprised of Valley Sanitary District staff independently reviewed all submitted proposals utilizing the evaluation criteria found in the RFP. According to the evaluation scores, the committee determined that Davis Farr LLP represents the best option for auditing services. Their proposal was clear, concise, and demonstrated a strong understanding of the scope of work.

ACTION TAKEN:

MOTION: Director Duran made a motion to delegate authority to the General Manager to negotiate and execute a one (1) year auditing services contract, with two (2) one (1) year renewal options, with Davis Farr LLP in an amount not to exceed \$93,625, upon review as to form by General Counsel. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:

UNOFFICIAL UNTIL APPROVED

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2021-3081

4.3 Adopt a Resolution Amending the VSD Wage Schedule Effective July 1, 2020

At the January 26, 2021 Board meeting the Board of Directors determined that, due to increases in the Consumer Price Index for Riverside County, a 2% COLA adjustment is warranted. Additionally, a new wage schedule was created to account for the 2% COLA adjustment and reconfigured from a monthly schedule to a biweekly schedule. The bi-weekly schedule better aligns with District's employee benefits policies as paydays are bi-weekly.

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

ACTION TAKEN:

MOTION:

Director Teague made a motion to adopt amended Resolution No 2020-1130 A Resolution of The Board of Directors of Valley Sanitary District Amending Employee Wages & Benefits Effective July 1, 2020. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2020-1130

4.4 Adopt Resolution 2021-1141 Approving an Electronic Signature Use Policy

California has adopted statutes regulating the use of electronic signatures including California Civil Code section 1633.1 et seq., otherwise known as the "Uniform Electronic Transactions Act" ("UETA") and California Government Code section 16.5. The policy, guidelines, and procedures are intended to comply with all applicable laws and regulations. The convenience and low cost of conducting business over the Internet has the potential to increase efficiencies in all business including government business. Additionally, implementing electronic signatures will assist in further adhering to social distancing protocols due to the COVID-19 Pandemic.

"A RESOLUTION OF THE VALLEY SANITARY DISTRICT APPROVING AN ELECTRONIC SIGNATURE USE POLICY"

ACTION TAKEN:

MOTION:

Secretary Canero made a motion to adopt amended Resolution No 2020-1130 A Resolution of The Board of Directors of Valley Sanitary District Approving an Electronic Signature Use Policy. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2021-1141

- 4.5 Continuing Disclosure Annual Reports for Fiscal Year 2019/2020 \$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015, and the Assessment District No. 2004-VSD (Shadow Hills Interceptor) Limited Obligation Improvement Bonds, Series 2005

The purpose of this report is for the Board of Directors to review the Continuing Disclosure Annual Reports for the \$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015, and the \$8,848,000 Assessment District No. 2004-VSD (Shadow Hills Interceptor) Limited Obligation Improvement Bonds, Series 2005. Governments or governmental entities (Issuers) issuing bonds have an obligation to meet specific continuing disclosure standards set forth in Continuing Disclosure Agreements (CDA). Under these contractual agreements, the Issuer commits to provide to the marketplace certain financial information and notices of listed events. Pursuant to the Continuing Disclosure Certificates, the Continuing Disclosure Annual Reports are due no later than February 15 each year.

5. GENERAL MANAGER'S ITEMS

5.1 Monthly General Manager's Report – December 2020

Beverli Marshall, General Manager, provided the Board on the District's with the monthly reports updating all departments.

6. COMMITTEE REPORTS

6.1 Operations Committee – Draft February 2, 2021, Regular Meeting Minutes

Ron Buchwald, Chairman of the Operations Committee, and Committee Members Debra Canero and William Teague updated the Board on the February 2, 2021, meeting. The meeting discussed updates on the Collection System Rehabilitation and Replacement Project, Influent Pump Station Rehabilitation Project, and the Reclaimed Water Project – Phase I.

7. DIRECTOR'S ITEMS

Vice President Coleman thanked staff for the new laptops. He stated that it has made conducting business much easier.

8. INFORMATIONAL ITEMS

8.1 Budget Timeline for Fiscal Year 2021/22

The action for approval and adoption of the annual budget is completed in June of each calendar year. In preparation for the fiscal year 2021/22 budget, staff has prepared a budget timeline for the Board of Directors to review. The timeline includes deliverable due dates and meeting dates. The timeline will serve as a guide during the upcoming weeks to continue budget discussions and allow for any modifications if needed.

9. 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.

None.

10. CONVENE IN CLOSED SESSION

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

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

The Board adjourned to closed session at 2:09 p.m.

11. CONVENE IN OPEN SESSION

Report out on Closed Session items.

The board reconvened to open session at 2:41 p.m. President Sear stated there was nothing to report.

12. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:43 p.m. The next regular board meeting will be held on February 23, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

DISBURSEMENTS
Approved at the Board Meeting of
February 23, 2021

38984 Alfa Laval Inc.	Vertical Seal Kit	\$2,267.57
38985 Alliance Integration	Service Labor for Alarms	\$125.00
38986 Aqua Staffing	Staffing Week Ending 02/05/2021	\$7,102.00
38987 Associated Time Instruments	AOD Jan 2021	\$291.84
38988 Best, Best & Krieger	Professional Services Jan 2021	\$7,326.02
38989 Calif. Water Environment Assn.	Membership Renewal Mar 2021-22	\$192.00
38990 Carollo Engineering, Inc	Professional Services Sewer Siphon Project Jan 2021	\$45,560.75
38991 Carquest Auto Parts	New Charges for Jan 2021	\$473.08
38992 CivicPlus LLC	Annual Website Hosting Fee 2021	\$2,100.00
38993 Daniels Tire Service, Inc.	Brake Light Bulb 2015 F150	\$20.43
38993 Daniels Tire Service, Inc.	Tires for 2015 F150	\$343.32
38994 Desert Arc	Janitorial Services Jan 2021	\$3,333.68
38995 Desert Concepts Construction, Inc	Change Order #2 Cabazon Road Slope Project	\$59,962.10
38995 Desert Concepts Construction, Inc	Road Slope Project Invoice	\$2,021.25
38995 Desert Concepts Construction, Inc	Change Order #1 Cabazon Road Slope Project	\$2,728.00
38996 Engineering Solutions Services, Inc	Grant Writing Services Through Dec 31 2020	\$11,080.63
38997 Hach Company	COD Digest Vial, Ammonia, Pottasium, Detergent	\$630.31
38997 Hach Company	Sodium Thiosulfate, Alkaline, Manganous	\$101.53
38998 Hajoca Corporation	Liberty Pump with Cutter Plate	\$238.54
38999 Healthy Futures, Inc.	Wellness Services Jan 2021	\$1,500.00
39000 IDEXX Distribution, Inc.	Gamma Irrad Colilert	\$211.65
39001 Innovative Document Solutions	Copier Maintenance Jan 2021	\$77.61
39002 Kaman Industrial Technologies	Troughing Idler	\$1,448.22
39003 MCR Technologies, Inc.	Labor and Mileage for Service Visit	\$1,429.52
39004 MidAmerica	4Q20 Admin/Platform Fee	\$225.00
39005 NASSCO, Inc.	Member Dues 2021	\$295.00
39006 NBS Government Finance Group	Professional Services Jan 2021	\$11,440.00
39007 Polydyne, Inc.	Clarifloc WE-2128 Polymer Delivered 01/29/2021	\$3,624.31
39008 Praxair Distribution, Inc.	Tank Rental Jan 2021	\$140.90
39009 Pyro-Comm Systems	Fire Alarm Monitoring Feb-April-2021	\$135.00
39010 Quinn Company	*TL1255D Telehandler	\$218,928.61
39011 RACO Manufacturing & Engineering Co.	Alarm Agent Yearly Renewal	\$1,455.00
39012 Rudy's Pest Control	Pest Control on 02/01/2021	\$185.00
39013 SC Fuels	Fuel Delivery 02/01/2021	\$1,948.19
39014 Southwest Networks, Inc.	Guardian BDR Offsite Storage March 2021	\$699.00
39014 Southwest Networks, Inc.	GuardianIT Remote Support Jan-Feb 2021	\$240.00
39014 Southwest Networks, Inc.	Guardian Managed Desktop Remote Support Mar-May 2021	\$9,357.00
39014 Southwest Networks, Inc.	Maintenance and Support January 2021	\$1,377.50
39015 Staples Advantage	Orders for January 2021	\$915.15
39016 Superior Protection Consultants	Security Patrol Jan 2021	\$6,552.00
39017 Thomas Scientific	Chlorine Tests	\$122.02
39017 Thomas Scientific	Self Contained BI-G Stearo	\$127.60
39018 Turing Video	Annual Subscription Facial Recognition Software	\$313.20
39019 Underground Service Alert	Dig Alerts for Feb 2021	\$155.20
39019 Underground Service Alert	Board Fee from Feb 2019	\$82.93
39020 United Way of the Desert	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$25.00
39021 Univar Solutions	Ferric Chloride Delivery 01/29/2021	\$5,742.87
39021 Univar Solutions	Sodium Hypochlorite Delivery 02/02/2021	\$7,104.58
39022 WateReuse Association	WateReuse Membership	\$2,574.25
39023 Willdan Financial Services	Professional Services Jan 2021	\$555.00
39024 Yellow Mart	Work Boots	\$212.04
39024 Yellow Mart	Work Boots	\$215.29
39024 Yellow Mart	Work Boots	\$206.61
202002103 SoCal Gas	Gas Service for January 2021	\$644.82
202102101 Burrtec Waste & Recycling Svcs	Grit Removal for January 2021	\$2,074.99
202102101 Burrtec Waste & Recycling Svcs	Trash Service for February 2021	\$241.21
202102102 Umpqua Bank	New Charges for January 2021	\$5,225.36
202102104 SPOK, Inc.	Pager Service for February 2021	\$24.27
202102112 Vantage Point Transfer Agents - ICMA	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$1,495.00

202102114 Paychex - Fee	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$169.27
202102115 MassMutual	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$10.00
202102116 Nationwide Retirement Solution	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$1,535.00
202102117 UPS	Shipping Charges as of 02/06/2021	\$716.16
202102117 UPS	Shippings for January 2021	\$476.03
202102118 Cintas Corp	Uniforms, Mats, Towels, Etc for Week of 01/28/2021	\$627.37
202102118 Cintas Corp	Uniforms, Mats, Towels, Etc for Week of 02/04/2021	\$631.33
202102121 Paychex - Direct Deposit	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$93,896.46
202102122 Paychex - Garnishment	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$210.46
202102123 Paychex - Tax	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$48,865.55
202102124 Frontier Communications	Telephone Service for February 2021	\$309.00
202102131 Time Warner Cable	Telephone Service for February 2021	\$1,154.59
202102171 CalPERS Retirement	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$24,892.82
202102172 CalPERS 457	PR 01/22/2021 - 02/04/2021 PD 02/12/2021	\$1,025.00
		\$609,743.99



**Valley Sanitary District
Board of Directors Meeting
February 23, 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 January 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 January 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 Comprehensive Budget for Fiscal Year 2020/21 includes \$13.9 million in revenues, \$9.1 million in Operating & Maintenance expenditures, and \$10.4 million in CIP expenditures. Attached please find the expenditures (Attachment A) and revenue (Attachment B) for the period ending January 31, 2021, which represents 58% of the fiscal year. Fiscal year to date, the District has received \$12,333,886 in revenue and expended \$4,173,649. The cash balances in the various accounts are presented in the attached Summary of Cash and Investments report (Attachment C).

Recommendation

Staff recommends that the Board accept the Revenue and Expense report for the period ending January 2021.

Attachments

Attachment A: Combined Monthly Account Summary for January 2021
Attachment B: Monthly Income Summary for January 2021
Attachment C: Summary of Cash and Investments for January 2021

Valley Sanitary District

Combined Monthly Account Summary

January 2021 (UNAUDITED)

Account Description	Current Month	Fiscal YTD	Annual Budget	% Expended	Balance
Operating Expenses					
Salaries	291,091	1,714,248	2,832,728	61 %	1,118,480
Callout	245	4,325	16,200	27 %	11,875
Group dental/vision	3,591	20,134	20,466	98 %	332
Group disability	703	5,177	9,640	54 %	4,463
Group health	33,919	251,248	469,709	53 %	218,461
Group life	494	3,657	7,030	52 %	3,373
Longevity	2,862	20,931	37,900	55 %	16,969
Overtime	3,529	12,631	23,800	53 %	11,169
Payroll taxes	17,156	123,428	216,300	57 %	92,872
Retirement	22,005	163,484	297,400	55 %	133,916
Standby	3,040	22,204	37,500	59 %	15,296
Unemployment	0	(142)	0	0 %	142
Workers comp	3,761	29,806	56,020	53 %	26,214
Certifications	288	2,768	12,810	22 %	10,042
Chemicals	25,622	237,852	427,560	56 %	189,708
Clothing/Safety	1,910	13,167	27,750	47 %	14,583
Comprehensive insurance	25,678	179,749	308,300	58 %	128,551
Contract services	44,938	245,611	601,485	41 %	355,874
County charges	18,697	19,049	22,000	87 %	2,951
Directors' fees	4,500	24,250	46,500	52 %	22,250
Election	0	0	70,000	0 %	70,000
Electricity	48,505	351,117	607,750	58 %	256,633
Gas/Oil	1,934	19,220	52,000	37 %	32,780
Memberships/Subscriptions	12,597	30,877	41,495	74 %	10,618
Natural gas	645	2,118	6,000	35 %	3,882
Office expense	546	7,044	16,000	44 %	8,956
Operating supplies	22,134	110,933	215,200	52 %	104,267
Other expenses	261	13,218	104,000	13 %	90,782
Permits & fees	1,518	28,717	93,650	31 %	64,933
Professional/Legal	11,452	85,804	277,467	31 %	191,663
Publications	23	399	2,000	20 %	1,601
Repairs/Maintenance	17,165	333,418	648,120	51 %	314,702
Research & monitoring	3,314	34,866	100,000	35 %	65,134
Small tools	0	3,915	33,500	12 %	29,585
Telephone	1,740	12,248	20,500	60 %	8,252
Trash collection	2,316	17,489	25,500	69 %	8,011
Travel/Mtgs/Ed	3,760	17,668	104,000	17 %	86,332
Water	1,449	11,021	21,500	51 %	10,479
Total Expenses	633,387	4,173,649	7,909,780	53 %	3,736,131

Valley Sanitary District
Combined Monthly Account Summary
 January 2021 (UNAUDITED)

Account Description	Current Month	Fiscal YTD	Annual Budget	% Expended	Balance
Capital Expenses					
Capital O & M Fund 11	39,620	64,763	179,644	36 %	114,881
Capital Replacement Fund 12	452,268	1,080,326	9,917,318	11 %	8,836,992
Capital Improvement Fund 13	0	4,673	2,599,487	0 %	2,594,814
Total Capital Expenses	491,888	1,149,762	12,696,449	9 %	11,546,687

Valley Sanitary District

Monthly Income Summary

January 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	\$53,459	\$11,363,661	\$11,979,000	95 %	\$615,339
Permit & Inspection Fees	\$1,755	\$16,970	\$15,000	113 %	(\$1,970)
Saddles/Disconnect Fees	\$0	\$80	\$0	0 %	(\$80)
Plan Check Fees	\$900	\$6,525	\$10,000	65 %	\$3,475
Other Services	\$0	\$0	\$1,800	0 %	\$1,800
Sale of Surplus Property	\$0	\$15,191	\$0	0 %	(\$15,191)
Taxes - Current Secured	\$262,423	\$474,172	\$700,000	68 %	\$225,828
Taxes - Current Unsecured	\$0	\$28,986	\$25,000	116 %	(\$3,986)
Taxes - Prior Secured	\$0	\$0	\$6,000	0 %	\$6,000
Supple Prop. Taxes - Current	\$4,228	\$4,351	\$6,000	73 %	\$1,649
Supple Prop. Taxes - Prior	\$3,940	\$3,940	\$2,000	197 %	(\$1,940)
Homeowners Tax Relief	\$0	\$0	\$6,000	0 %	\$6,000
Interest Income	\$24,945	(\$24,436)	\$300,000	(8)%	\$324,436
Unrealized gains (losses)	\$0	(\$1,065)	\$0	0 %	\$1,065
Rebate Income	\$1,435	\$1,435	\$0	0 %	(\$1,435)
Non-Operating Revenues - Fnd 11	\$0	\$213	\$500	43 %	\$287
Interest Income	\$41,004	(\$30,887)	\$0	0 %	\$30,887
Connection Fees	\$44,730	\$480,848	\$748,000	64 %	\$267,153
Interest Income	\$11,004	(\$6,098)	\$100,000	(6)%	\$106,098
Total Revenues	\$449,822	\$12,333,886	\$13,899,300	89 %	\$1,565,414

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

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

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund		
Beginning Balance (Fund 4)	212,199	
Net Transfer from (to) Fund 11	317,575	
Fair Value Factor for quarter ending 06/30/2020	0	
Interest (Pd quarterly - Int. Rate 0.63%)	343	
Fund 04 Ending Balance		530,117
LAIF Fund 6 - Wastewater Revenue Refunding Bonds		
Beginning Balance (Fund 6)	2,787	
Net Transfer from (to) Fund 11	0	
Fair Value Factor for quarter ending 06/30/2020	0	
Interest (Pd quarterly - Int. Rate 0.63%)	4	
Fund 06 Ending Balance		2,791
LAIF Fund 11 - Operating Fund		
Beginning Balance (Fund 11)	15,081,357	
Net Transfer from (to) Fund 04	(317,575)	
Net Transfer from (to) Fund 06	0	
Net Transfer from (to) Fund 12	452,268	
Net Transfer from (to) Fund 13	(44,730)	
Fund Transfer from (to) LAIF - WF	(400,000)	
Fair Value Factor for quarter ending 06/30/2020	0	
Interest (Pd quarterly - Int. Rate 0.63%)	24,384	
Fund 11 Ending Balance		14,795,704
LAIF Fund 12 - Reserve Fund		
Beginning Balance (Fund 12)	25,360,952	
Net Transfer from (to) Fund 11	(452,268)	
Fair Value Factor for quarter ending 06/30/2020		
Interest (Pd quarterly - Int. Rate 0.63%)	41,004	
Fund 12 Ending Balance		24,949,688
LAIF Fund 13 - Capital Improvement Fund		
Beginning Balance	6,805,806	
Connection Fees	44,730	
(Disbursements) or Reimbursements	0	
Net Transfer from (to) Fund 11	44,730	
Fair Value Factor for quarter ending 06/30/2020	0	
Interest (Pd quarterly - Int. Rate 0.63%)	11,004	
Fund 13 Ending Balance		6,861,540
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13		47,139,839

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance	2,341,175	
Deposits	6,504,268	
Fund Transfer from (to) LAIF (net)	400,000	
Disbursements and Payroll	(743,190)	
Wells Fargo Ending Balance		8,502,253

CALTRUST - FUND 11

Beginning Balance	1,095,666	
Unrealized Gain / <Loss>	0	
Interest Income	562	
CalTrust Ending Balance		1,096,228
TOTAL WELLS FARGO AND CALTRUST CHECKING		9,598,481
TOTAL CASH AND INVESTMENTS		56,738,320

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
February 23, 2021**

TO: Board of Directors

FROM: Jeanette Juarez, Business Services Manager

SUBJECT: **Approve Annual Renewal of the Environmental Pollution Liability Coverage**

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

Executive Summary

The purpose of this report is for the Board of Directors to review and approve the Environmental Pollution Liability coverage.

Strategic Plan Compliance

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

Fiscal Impact

The financial impact for the annual premium for Environmental Pollution Liability coverage is \$17,758. This expense is included in the fiscal year 2020/21 budget.

Background

The Environmental Pollution product is written through Allied Public Risk's Joint Powers Risk & Insurance Management Authority (JPRIMA). This year's quote provides a \$2,000,000 limit of liability. Coverage A is for on-site Pollution Liability and Coverage B provides off-site pollution activities. Piping infrastructure throughout the territory is deemed an onsite activity/insured location. This provides first and third-party coverage, direct damage coverage and third-party liability claim coverage.

Recommendation

Recommend that the Board of Directors approve the annual renewal of the Environmental Pollution Liability coverage.

Attachments

Attachment A: Cover Letter

Attachment B: Environmental Pollution Proposal

Attachment C: Terrorism Risk Insurance Act (TRIA) Insurance Coverage Form

February 8, 2021

Valley Sanitary District
45-500 Van Buren
Indio, CA 92201

Dear Jeanette and Beverli:

Enclosed is the renewal quote for your Pollution Liability coverage. This year's quote provides a \$2,000,000 limit of liability (per the increase last year). Coverage A is for on-site Pollution Liability and Coverage B provides your off-site pollution activities cover. Piping Infrastructure throughout the territory is deemed an Onsite Activity/Insured Location. This provides first and third-party coverage (direct damage coverage and third-party liability claim coverage).

We are including the proposal, which includes the coverage extensions and highlights. Due to recent class action lawsuits, PFOAs (perfluoroalkyl substances, polyfluoroalkyl substances and aqueous film-forming foam) are excluded from coverage.

The Environmental Pollution product is written through Allied Public Risk's JPRIMA facility (CalMutuals Joint Powers Risk & Insurance Management Authority). It has its own Managing Director as well as a general counsel, regulatory counsel, CPA, and auditor.

Annual premium is quoted at \$17,758, which is about the same as last year, after the mid-term increase in the liability limit. To bind coverage, please sign and date the attached Terrorism Form. Also, please confirm that there are no environmental reports and/or correspondence with environmental regulatory agencies.

Thank you for allowing me to provide this important coverage for you as I feel it is an important wrap around to your existing General Liability policy coverage.

Sincerely,



Hugh K. Curtis

**ENVIRONMENTAL POLLUTION PROPOSAL
ONSITE & OFFSITE ACTIVITIES
TAILORED FOR WATER-RELATED ENTITIES**



Offered by: CalMutuals JPRIMA
Fully Reinsured by Navigators Specialty Insurance Company
Administrator: Allied Public Risk, LLC
dba Allied Community Insurance Services, LLC
California License: 0L01269
National Producer Number: 17536322
www.alliedpublicrisk.com
www.waterinsuranceauthority.com



**ENVIRONMENTAL POLLUTION PROPOSAL
ONSITE & OFFSITE ACTIVITIES
TAILORED FOR WATER-RELATED ENTITIES**

Offered by: CalMutuals JPRIMA
Fully Reinsured by Navigators Specialty Insurance Company

PROPOSAL TERMS	
MEMBER	Valley Sanitary District
COVERAGE	Environmental Pollution Product Onsite & Offsite Activities Tailored for Water-Related Entities
MASTER ANNIVERSARY DATE	March 1, 2021 – March 1, 2022 12 Month Coverage Period Pro-Rated for Members Enrolling Mid-Term
EFFECTIVE DATE	03/01/2021
ISSUER	CalMutuals Joint Powers Risk & Insurance Management Authority No Joint & Several Liability / No Assessments / No Financial Liability
REINSURER	Navigators Specialty Insurance Company AM Best Financial Rating: Excellent 100% Reinsured
FORM	Claims Made
LIMIT	\$2,000,000
SUBLIMITS	\$50,000 Fungus-Legionella \$250,000 Environmental Crisis Management \$50,000 Green Standards
DEDUCTIBLE	\$10,000
RETROACTIVE DATE	07/01/2019
SCHEDULE OF INSURED SITES	All locations disclosed on application unless otherwise excluded All infrastructure piping; water or sewer pump stations; sewer lift stations or potable water tank locations
CONTRACTUAL LIABILITY	Blanket scheduling of any written agreement or contract associated with an easement and/or right-of-way or lease agreement regarding an insured site
PREMIUM	\$16,144
ADMINISTRATIVE DUES*	\$1,614
TOTAL AMOUNT DUE**	\$17,758*
Administrative Dues comprises the cost to operate JPRIMA. *100% minimum earned and due upon binding. There is no return of premium or dues upon binding.	
SUBJECTIVITIES	See attached letter for details

NOTES: A specimen Memorandum of Coverage (MOC) is available for your review, as is the JPRIMA Member Agreement. Enrollment in the JPRIMA requires execution of the JPRIMA Member Agreement as well as membership in the California Association of Mutual Water Companies (CalMutuals).

PROPOSAL HIGHLIGHTS

Coverage Summary:

- ▶ Comprehensive solution for insuring the environmental pollution exposures of water-related entities.
- ▶ Policy form provides a combination of a first party *discovery* coverage trigger for cleanup costs along with a third-party *demand* trigger for claims alleging bodily injury, property damage, cleanup costs, and natural resources damage arising from new pollution incidents on a claims-made form that wraps around general liability and property policies.
- ▶ Pollution incident definition encompasses the discharge, dispersal, release, seepage, or escape of *any* solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to, smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, hazardous substances, petroleum hydrocarbons, low level radioactive materials, medical waste, and waste materials. Definition also includes a sublimit for fungus and legionella.
- ▶ Broad policy form triggers comprising sudden & accidental, gradual, and/or time release of pollution incidents.
- ▶ Coverage extensions includes:
 - non-criminal civil fines & penalties;
 - natural resources damage;
 - third-party bodily injury including medical monitoring costs;
 - midnight dumping;
 - unintended lead-based paint & asbestos containing materials disturbance;
 - pollution incidents from cargo during transportation & hauling;
 - contracting pollution liability;
 - emergency cleanup costs;
 - waste disposal sites;
 - suits brought against an insured arising out of CERCLA liability;
 - underground storage tanks and piping apparatus for your products, byproducts, chemicals, treatment processes, and any other *non-petroleum*-based products;
 - blanket additional insured and waiver of subrogation; and
 - cleanup costs definition includes advice by environmental professionals absent applicable environmental laws.
- ▶ 24/7 emergency spill response support hotline encompassing guidance and advice as well as response oversight.
- ▶ 90-day automatic extended reporting period (ERP) & available 36-month supplemental ERP.
- ▶ No policy scheduling of contracting operations, transportation activities, or waste disposal facilities.
- ▶ Expanded definition of insured site to include all piping infrastructure as well as all physical property locations referenced on the application.
- ▶ Non-auditable premium.

Form:

- ▶ Coverage A: Pollution Liability for Your Insured Site(s)
- ▶ Coverage B: Pollution Liability for Your Off-site Activities
- ▶ Defense Costs Inside the Limit (after Supplemental Claim Expense Limit is exhausted)
- ▶ Supplemental Claim Expense Limit: \$250,000

Limits / Sublimits:

- ▶ \$2 Million Per Occurrence Limit
- ▶ \$2 Million Policy Aggregate Limit
- ▶ \$250,000 Crisis Management Event Sublimit
- ▶ \$50,000 Green Standards Sublimit
- ▶ \$50,000 Fungus/Legionella Sublimit

POLICY DETAILS

COVERAGE A: POLLUTION LIABILITY FOR YOUR INSURED SITE(S)

1. *Cleanup Costs from the Discovery of a Pollution Incident*

We will pay on behalf of the insured cleanup costs resulting from a pollution incident located:

- a. at, on or under an insured site; or
- b. beyond the legal boundaries of an insured site if the pollution incident emanated from an insured site, provided you discover the pollution incident during the policy period, and report the pollution incident to us in writing as soon as practicable following discovery, and, in any event, during the policy period; and
- c. that commences on or after the Coverage A Retroactive Date, provided you discover the pollution incident during the policy period, and report the pollution incident to us in writing as soon as practicable following discovery, and, in any event, during the policy period. The knowledge of a sudden pollution incident by a responsible insured constitutes discovery on your part.

2. *Third-Party Claims for Bodily Injury, Property Damage or Cleanup Costs*

We will pay on behalf of the insured those sums that the insured becomes legally obligated to pay as loss resulting from any claim(s) for bodily injury, property damage or cleanup costs caused by a pollution incident located at, on or under an insured site, or located beyond the boundaries of an insured site if the pollution incident migrated from an insured site, provided the pollution incident commences on or after the Coverage A Retroactive Date and provided such claims are first made against the insured and reported to us during the policy period, or, if applicable, during the extended reporting period.

COVERAGE B: POLLUTION LIABILITY FOR YOUR OFF-SITE ACTIVITIES

1. *Third Party Claims for Bodily Injury, Property Damage or Cleanup Costs*

We will pay on behalf of the insured those sums that the insured becomes legally obligated to pay as loss resulting from any claim(s) for bodily injury, property damage or cleanup costs caused by a pollution incident:

- a. resulting from the activities of your business;
- b. emanating from a location other than your property(ies), provided such claims are first made against the insured and reported to us during the policy period, or, if applicable, during the extended reporting period; and
- c. that commences on or after the Coverage B Retroactive Date, provided such claims are first made against the insured and reported to us during the policy period, or, if applicable, during the extended reporting period.

2. *Emergency Cleanup Costs*

We will pay those sums that you first incur as emergency cleanup costs caused by a sudden pollution incident:

- a. resulting from the activities of your business; and
- b. emanating from a location other than your property(ies), provided the sudden pollution incident is discovered by you no later than fifteen (15) calendar days after it begins and is reported to us no later than thirty (30) calendar days following discovery, and in any event reported during the policy period.

CLAIM EXAMPLES

The following claim examples are for illustrative purposes only. You must refer to the actual details of a particular claim and review the Memorandum of Coverage (MOC) for specificity of how coverage may or may not apply. All pollution MOCs will have a retroactive date, which limits coverage for historical releases.

RELEASE OF CHLORINE FROM A FAILURE IN PIPING INFRASTRUCTURE OR FROM PROCESS TANKS ON AN INSURED PROPERTY: Residual chlorine may be toxic to freshwater habitat. As such it can qualify as a pollutant. General liability and property policies frequently exclude cleanup of pollution incidents both onsite and offsite as well as natural resources damage and civil fines and penalties. Any ancillary pollution coverage that may be afforded within a general liability or property policy is generally confined to sudden & accidental and limited time releases. The JPRIMA environmental pollution product automatically defines water piping infrastructure as an insured site. Releases from process tanks on an insured site are also contemplated in the program. Moreover, our coverage applies to gradual pollution incidents, sudden & accidental and time-limited releases and includes noncriminal civil fines & penalties and natural resources damage resulting from such claims.

POLLUTION INCIDENTS FROM AGRICULTURAL CANALS OR BRINE LINES: First and third-party cleanup costs and third-party bodily injury and property damage, including natural resources damage, are likely loss scenarios from a leak or overflow of an agricultural canal or brine line. These types of claims are commonly excluded in a general liability policy unless the loss involves third party property damage resulting from a sudden & accidental release. Cleanup costs and natural resources damage are also routinely excluded under a general liability policy; irrespective if the loss resulted from a sudden & accidental release. Moreover, a property policy will invariably exclude cleanup costs that occur offsite. The JPRIMA environmental pollution product underwriter can schedule agricultural canals and brine lines as an insured site by endorsement. The program coverage also applies to gradual pollution incidents as well as sudden & accidental and time-limited pollution releases. Noncriminal civil fines & penalties, natural resources damages, cleanup costs, bodily injury, and property damage resulting from such claims are contemplated within the JPRIMA environmental pollution product.

CERCLA (SUPERFUND) IMPOSED LIABILITY FOR CLEANUP COSTS OF POTENTIALLY RESPONSIBLE PARTIES (PRP) FROM DISPOSAL OR TREATMENT OF HAZARDOUS SUBSTANCES AT A PREVIOUSLY CERTIFIED AND NOW BANKRUPT WASTE DISPOSAL FACILITY OR FROM ACTIVE WASTE DISPOSAL SITES WHICH DO NOT HAVE SUFFICIENT FINANCIAL CAPABILITIES TO ADDRESS THE CLEANUP COSTS: This loss scenario is excluded under most general liability and property policies. The JPRIMA environmental pollution product, however, is structured to protect the insured against such a loss. CERCLA regulations state that an owner, operator, transporter, or generator of hazardous wastes is responsible for such wastes from cradle-to-grave on a joint and several basis (i.e. any one may be held liable for the entire cleanup of the waste disposal site when the harm caused by multiple parties cannot be separated) and strict basis (i.e. a PRP cannot simply say that it was not negligent or that it was operating according to industry standards. If a PRP sent some amount of the hazardous waste found at the site, then it is liable). Even paying a waste disposal facility to treat or dispose of such waste does not exempt the insured from future cleanup costs, noncriminal civil fines and penalties and natural resources damages.

GRADUAL RELEASE AND SEEPAGE OF POLLUTION INCIDENTS FROM AN INSURED SITE THAT CONTAMINATES AN AQUIFER: General liability and property policies commonly exclude first or third-party cleanup costs for any gradual escape of pollution incidents that occur on an insured site. The JPRIMA environmental pollution product protects insureds against such losses and extends coverage beyond the insured site as long as the pollution incident originated from said location. Noncriminal civil fines & penalties, natural resources damage, cleanup costs, bodily injury, and property damage resulting from such claims are contemplated within the JPRIMA environmental pollution product.

CLEANUP COSTS AND THIRD-PARTY PROPERTY DAMAGE, INCLUDING NATURAL RESOURCES DAMAGE, INCURRED FROM A WASTEWATER RELEASE FROM SEWER MAIN BREAK OR TANK RELEASE ON AN INSURED SITE: Sewer main breaks are contemplated under general liability policies for third party bodily injury and property damage. Most general liability policies, however, exclude cleanup costs, natural resources damage, and noncriminal civil fines & penalties associated with such a release. This scenario gets more complicated if the release goes into a storm water drain or adjacent waterway. Piping infrastructure is automatically defined as an insured site on JPRIMA's environmental pollution product. Releases from process tanks on an insured site are also contemplated in the program. Noncriminal civil fines & penalties, natural resources damage, cleanup costs, third party bodily injury, and third party property damage resulting from such claims are contemplated in the JPRIMA environmental pollution product.

ILLEGAL DUMPING OR ABANDONMENT AT ANY INSURED SITE OF DRUM(S) OR CONTAINER(S) OF SUBSTANCES OR CHEMICALS REGULATED AS HAZARDOUS OR TOXIC UNDER FEDERAL, STATE, OR LOCAL ENVIRONMENTAL LAW, REGULATION, OR STATUTE: Cleanup costs and removal expenses of hazardous materials are commonly excluded under general liability and property policies. Unlike most pollution incident coverage where a release of a pollution incident is required, under this coverage enhancement, the mere presence of a container or drum of abandoned waste dumped on an insured site by a non-insured is covered. The JPRIMA environmental pollution product covers the removal and cleanup costs arising from illegal dumping of hazardous materials at an insured site by a non-insured.

INADVERTENT DISTURBANCE OF LEAD BASED PAINT OR ASBESTOS CONTAINING MATERIAL INCLUDING TRANSITE PIPING AT ANY INSURED SITE: Cleanup costs and third-party liability arising from inadvertent disturbance of lead-based paint or asbestos containing materials, including but not limited to lined piping, gaskets, and insulation, are commonly on an insured site. This exposure is regularly excluded under general liability and property policies. The JPRIMA environmental pollution product helps protect against such inadvertent disturbances on an insured site.

ACCIDENTAL RELEASE OF A SMALL CONTAINER OF LUBE OIL THAT OPENS INTO A WATERWAY: This scenario is frequently excluded by general liability and property policies, as it involves natural resources damage versus third party property damage. Such assessments are levied by trustees from the United States Department of Interior. These trustees comprise representation from the Departments of Agriculture, Conservation, Defense, Energy, and Interior along with a governor-appointed trustee for state resources and a tribal trustee from each tribe impacted by the alleged pollution spill. One such pollution incident involved a seven gallon container of lube oil that was promptly cleaned-up after releasing into a waterway. A year later, an assessment for several million dollars was levied against the entity for the spill's impact on fishing and aquatic resources. California trustees are active in seeking natural resources damage assessments against responsible parties. The JPRIMA environmental pollution product includes protection against defense related costs as well as settlement of noncriminal fines assessed.

ABOUT US

JPRIMA:

The California Association of Mutual Water Companies (CalMutuals) Joint Powers Risk and Insurance Management Authority (JPRIMA) was established in 2015 via the passage of AB 656 by the California legislature. This legislation was initiated by CalMutuals and supported by Valley (Central) Ag Water Coalition, California Firefighters' Association, and scores of mutual water companies. It allows mutual water companies to participate alongside water-related special districts, municipalities, and other public entities in a joint powers authority for purposes of insurance and supporting services. Technical resources and augmented advisory assistance are a critical component of this legislation and our JPRIMA. As a public entity, we are committed to providing quality insurance products that blend competitive rates with meaningful, value-added services and impeccable financial security. JPRIMA provides proprietary property & liability, workers' compensation, and environmental pollution products to its members. *There is no joint and several liability, financial liability, or assessments for participating members within JPRIMA.*

Reinsurer:

Our reinsurance partner is Navigators Specialty Insurance Company (Navigators). *They bear 100% of the risk and oversee the underwriting and claims operations.* Navigators is a specialist in environmental underwriting and offers experienced professionals, industry-leading policy forms, augmented pollution appetite, and flexibility to meet the needs of water-related entities. With expertise in environmental law, engineering, insurance, compliance, and regulation, Navigators is uniquely positioned to assist JPRIMA members with protecting their balance sheets against environmental liabilities. Navigator's is rated 'A' (Excellent) by A.M. Best and 'A+' (Strong) by Standard & Poor's.

Administrator:

Allied Public Risk (APR) is a full-service Managing General Underwriter (MGU) providing a broad spectrum of products and services to CalMutuals JPRIMA. *Our tenure with public water systems goes back 25 years, the longest of any specialty public entity program manager in California.* APR manages the property & liability, workers' compensation, and environmental pollution products for CalMutuals JPRIMA. All products are backed by 100% reinsurance from risk bearers that have financial security ratings of "A" and "A+" by AM Best and Standard & Poor's. There are over 3,000 water-related entities enrolled with APR throughout the United States.

CONTACT INFORMATION

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Insurance Manager, JPRIMA
Allied Public Risk
(830) 837 – 4369
mgarza@alliedpublicrisk.com

CLAIMS REPORTING & EMERGENCY SPILL HOTLINE

Claims Reporting:

Email: newloss@navg.com with a copy to pfuller@alliedpublicrisk.com

Toll free: (855) 444 – 4796

Mail: Navigators • Attn: Claims Department • 83 Wooster Heights Road • Danbury, CT 06810 • USA

Refer to the MOC for claims information details

Emergency Spill Hotline:

(877) NAVG – ENV or (877) 628 – 4368

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism, *as defined in Section 102(1) of the Act*. The term “act of terrorism” means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS OR COVERAGES YOU REJECTED IN THE UNDERLYING INSURANCE. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85% THROUGH 2015; 84% BEGINNING ON JANUARY 1, 2016; 83% BEGINNING ON JANUARY 1, 2017; 82% BEGINNING ON JANUARY 1, 2018; 81% BEGINNING ON JANUARY 1, 2019 and 80% BEGINNING ON JANUARY 1, 2020, OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS’ LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance of Terrorism Insurance Coverage

	I hereby elect to purchase terrorism coverage for premium charge as presented in the quote.
--	---

Policyholder/Applicant’s Signature

Navigators Specialty Insurance Company
Insurance Company

Print Name

SF21ESPJP0002QN
Policy Number

Date

NAV-ML-TERRD (01/15)

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**Valley Sanitary District
Board of Directors Meeting
February 23, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Authorize the General Manager to Amend the Contract with Engineering Solutions Services and Increase the Total Contract Amount to \$35,000 to Include Preparation of an Appeal to the State Water Board for Consideration of State Revolving Funds for the Recycled Water Project – Phase I**

<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 to discuss contracting with Engineering Solutions Services, Inc. for grant assistance support services.

Strategic Plan Compliance

The recommendation complies with the VSD Strategic Plan Goal 5: Long-term Financial Strength.

Fiscal Impact

The fiscal impact is an additional \$5,000, for a total of \$35,000, which will come from the Recycled Water Project – Phase I funds.

Background

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.

The General Manager executed a contract with ESS to assist staff in the preparation of applications for the Bureau of Reclamation (BoR) Title XVI Water Reclamation and Reuse Program and the State Revolving Fund (SRF) loan program for the Recycled Water Project – Phase I. The work for the SRF application is complete.

Unfortunately, the District received the initial Priority Scoring Worksheet from SRF staff (Attachment A) indicating that the total points awarded is 11, which is not competitive for

this year's loan funding. There is an appeal process, which is due within 30 days of receiving the score. ESS can assist staff in preparing the appeal, but the contract did not include funds for this process. Staff is requesting \$5,000 to increase the total contract to \$30,000 to work with ESS on the appeal and any remaining tasks associated with the BoR and SRF processes in FY 2020/21.

Recommendation

Staff recommends that the Board authorize the General Manager to amend the contract with Engineering Solutions Services and increase the total contract amount to \$35,000 to include preparation of an appeal to the State Water Board for consideration of State Revolving Funds for the Recycled Water Project – Phase I.

Attachments

Attachment A: Priority Scoring Worksheet for Recycled Water Project Phase I SRF Loan Application

PRIORITY SCORING WORKSHEET

A. Project Information

Project(s) #:	8595-110		
Applicant:	Valley Sanitary District		
Project Title:	Reclaimed Water Project Phase 1		
Project Manager:	Elnaz Nasaei	Date Completed:	1/12/2020
Reviewed By:		Date Reviewed:	

Instructions: Project Managers must complete a worksheet for each "project" based on the application(s) as of December 31. After completing the worksheet, provide the applicant with an opportunity to review and comment on the worksheet. Scoring criteria definitions are provided on page 3.

B. Automatic Fundability

1. Does the Applicant qualify to be a Small Disadvantaged Community? ☐ Yes ☒ No

- A population less than 20,000; and
- An MHI of less than eighty percent (80%) of the statewide MHI; or
- A sewer rate of more than four percent (4%) of the community's MHI

2. Does Project qualify as a Public Health project? ☐ Yes ☒ No

Public Health Project: A project is a public health project when the County Board of Supervisors, City Council, or the County Health Officer has certified that a health problem exists and the State Water Board or a Regional Water Board has (a) adopted a discharge prohibition, (b) approved a moratorium, or (c) adopted a cease and desist order. Alternatively, a project may be a public health project when it is required to comply with a prohibition, posting, limitation, or warning that has been imposed by a responsible health authority and the State Water Board or a Regional Water Board has concurred with the health authority's determination and established a time schedule for correction or elimination of the problem. The applicant must demonstrate a direct connection between completion of the project and correction or elimination of the public health problem.

➤ If Yes to either of the above, project is automatically added to the Fundable List.

C. Ineligibility

1. Has more than 25% of construction been completed, based on cost. ☐ Yes ☒ No

2. Was construction started on or before December 31 and is construction scheduled to be completed before June 15 or IUP adoption date. ☐ Yes ☒ No

- If Yes to either of the above, project is ineligible. Do not score, project is not fundable.
- If No to both 1 & 2, Project will be scored for placement on the Fundable List per Section D.

D. Priority Scoring

Primary Score (Select only highest score)

Note: Applications that do not meet any of the objectives will receive a primary score of two (2)

Resource or Impact	Purpose		
	Corrective	Preventive	Improvement
Drinking Water Source	9 <input type="checkbox"/>	8 <input type="checkbox"/>	7 <input type="checkbox"/>
Delta Water Quality	8 <input type="checkbox"/>	7 <input type="checkbox"/>	7 <input type="checkbox"/>
Water Recycling			7 <input type="checkbox"/>
Impaired Water Body	8 <input type="checkbox"/>	6 <input type="checkbox"/>	4 <input type="checkbox"/>
Water Quality Control Plan or Permit	8 <input type="checkbox"/>	6 <input type="checkbox"/>	4 <input checked="" type="checkbox"/>

Score (Max. 9): 4

Drinking Water Source

Source Affected: _____

Current or Future Users: _____

DW Standards: _____

How will project correct, prevent, or improve the DW Standards?

Delta Water Quality

How will project correct, prevent, or improve Delta Water Quality?

Water Recycling

Does the project appear to offset existing uses? ☐ Yes ☐ No

Does the applicant appear to have identified users of the RW? ☐ Yes ☐ No

Impaired Water Body

TMDL Title: _____

Date Adopted: _____

Criteria Impaired: _____

How will project correct, prevent, or improve impairment?

Water Quality Control Plan or Permit

Plan Title or Permit #: CA0104477

Criteria or Limits Affected: Water reclamation facility capacity expansion and Tertiary treatment to meet title 22 requirement

How will project correct, prevent, or improve the affected criteria or limits? This project will increase the water reclamation facility capacity and provide tertiary treatment to meet title 22 requirements for future recycled water use.

Secondary Score (Select only highest score)

Applicant has adopted a "climate change" action plan or policy, and the plan or policy is applicable to the system being financed or the project will help implement the plan or policy actions. <https://www.indio.org/civicax/filebank/blobdload.aspx?t=54675.67&BlobID=29171>

Note: Please use Attachment A for evaluation of climate change plan.

3 ☒

Project:

- ☐ Addresses multiple water quality impairments

Specify each impairment: _____

- ☐ Eliminates or reduces multiple sources of water pollution

*Describe the multiple sources
eliminated or reduced:* _____

3 ☐

- ☐ Eliminates a discharge of waste regulated by a Regional Water Board or the State Water Board

*Identify the permit that will be
eliminated:* _____

Project:

- ☐ Cited in a multi-agency regional environmental management plan

*Provide Title of Reg. Plan &
Page #:* _____

- ☐ Increases the local supply of drinking water

*Describe the number of new
users and their location:* _____

2 ☐

- ☐ Has multi-media environmental benefits

*Describe the environmental benefits that will be
produced outside the system being financed:* _____

The applicant agrees to provide funds to match federal capitalization grants by agreeing to the match financing option.

2 ☐

Score (Max. 3): 3

Readiness Score (Select all that apply and sum)

Complete Application Received by the Division

2 ☒

Status of Plans & Specifications as verified by State Water Board Staff

If > 49% = 1 ☐or, if > 89% = 2 ☒

Score (Max. 4): 4

Application Documents	Completed	List Missing Documents
General	<input checked="" type="checkbox"/>	
Environmental	<input checked="" type="checkbox"/>	
Technical	<input checked="" type="checkbox"/>	
Financial	<input checked="" type="checkbox"/>	

Percentage of P&S: D&B project Target Date for 90% P&S: _____

Primary

+

Secondary

+

Readiness

=

**Proposed Priority
Score***

4

3

4

11

*The score will be final upon Board approval of the IUP.

E. Descriptions

Primary Score Descriptions

Resource or Impact

Drinking Water Source: The applicant must identify the drinking water source, the current or reasonably foreseeable users of that source, the drinking water standards that are in jeopardy, and demonstrate a direct connection between completion of the project and the elimination or reduction of the constituents that jeopardize the drinking water standards.

Delta Water Quality: Applicants must demonstrate a direct connection between completion of the project and a benefit to water quality in the Sacramento-San Joaquin delta estuary.

Water Recycling: Projects must meet the requirements of the *Water Recycling Funding Program Guidelines*.

Impaired Water Body: Applicants must identify the 303(d) listed water body, the specific impairment, and demonstrate a direct connection between completion of the project and correction, prevention, or improvement of the specific impairment.

Water Quality Control Plan, Policy, or Permit: Applicants must identify the specific criteria in the Regional Water Board or State Water Board adopted plan, policy, or permit and demonstrate a direct connection between completion of the project and correction, prevention, or improvement of the conditions affecting the criteria.

Purpose

Corrective: To qualify as a corrective project, the applicant must identify the specific plan, policy, or permit criteria that are being violated or exceeded, document the extent of the violations, document that the violations are the subject of enforcement actions, if applicable, by a Regional Water Board or the State Water Board, and demonstrate a direct connection between completion of the project and correction of the problem.

Preventive: To qualify as a preventive project, an applicant must demonstrate that not completing the project is likely to result in a plan, policy, or permit violation or exceedance in the near future. The applicant must identify the specific criteria that will potentially be violated or exceeded and demonstrate a direct connection between completion of the project and prevention of the violations.

Improvement: To qualify as an improvement project, an applicant must demonstrate that, while not necessary to meet current standards or prevent near-term violations, the project outcome will surpass current plan, policy, or permit requirements, meet anticipated future requirements, or be done to improve the efficiency and reliability of meeting standards or reduce operating costs.

Secondary Score Descriptions

Climate Action Plan or Policy: A plan or policy adopted or approved by the applicant that identifies a series of specific actions covering all aspects of the applicant's authority that it intends to take to address the causes and effects of climate change or participation in a 3rd party voluntary program covering all aspects of the applicant's authority that will help it identify, track, and verify actions to address the causes and effects of climate change.

Multi-Agency Regional Environmental Management Plan: A plan adopted or approved by multiple agencies that identifies regional solutions to environmental problems.

Multiple Environmental Benefits: Multiple environmental benefits are benefits in addition to the project's primary water quality benefits, such as reducing solid waste or air pollution from sources outside of the system or project being financed.

F. Potential Tie Breaker

READ: Below is a potential tie breaker and will only be used if a cutoff score results in a Fundable List greater than 125% of the Funding Target. Additional evaluation may be based on community economic status. Please identify the community's economic status below.

Community Economic Status (Select only one)

Project serves a large disadvantaged community; large disadvantaged community means a community with a population equal to or greater than 20,000 and one or both of the following conditions:

- a MHI of less than eighty percent (80%) of the statewide median household income
- a sewer rate of more than four percent (4%) of the community's MHI

Project serves a large severely disadvantaged community; large severely disadvantaged community means a community with both a population of equal to or greater than 20,000 and an MHI of less than sixty percent (60%) of the statewide MHI.

Project does not serve a large, severely disadvantaged or large, disadvantaged community.

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

S:\DFA\L&G_LIBR\FacPlan\CheckLists2013\Priority Scoring_Worksheet_CWSRF_12-7-2018.docx



**Valley Sanitary District
Board of Directors Meeting
February 23, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Support Participation in the National Wastewater Sewer Surveillance Program and Authorize \$11,000 for FY 2020/21 to Purchase GT Molecular Testing Kits**

<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 discuss VSD's participation in the critical data gathering program in the fight against the COVID-19 virus.

Strategic Plan Compliance

The recommendation complies with the VSD Strategic Plan Goal 4: Increase Community Understanding and Support. It also complies with the VSD Strategic Plan Goal 6.2: Increase regional collaboration.

Fiscal Impact

The fiscal impact from participating in this program is report is \$295 per test. If the District tests two times each week for the remainder of 2021, the total cost is \$26,000. Approximately \$11,000 will be in FY 2020/21 and \$15,000 in FY 2021/22. Funds for FY 2020/21 will come from contingency. Staff will include a request for the additional funds as part of the FY 2021/22 budget process.

Background

The Centers for Disease Control and Prevention (CDC) and the US Department of Health and Human Services (HHS) have initiated the National Wastewater Surveillance System (NWSS) to gather data to help public health officials to identify the prevalence and concentration of the virus and how it spreads in communities. More information on the NWSS program can be found at <https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/wastewater-surveillance.html>

The NWSS program can provide data to public health officials beyond what they are collecting at the county COVID-19 testing sites. The NWSS program provides guidance for implementing a community wastewater surveillance program.

<https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/wastewater-surveillance/developing-a-wastewater-surveillance-sampling-strategy.html>

Approximately 40 wastewater agencies in California are sampling to detect the virus in their wastewater. To date, the only agency in the Coachella Valley that is sampling for the virus is the City of Palm Springs. With approximately 100,000 year-round residents, and another 30,000 during the winter months, the City of Indio is the “largest and fastest growing city in the Coachella Valley and Eastern Riverside County.”

VSD serves approximately 75,000 year-round residents from the cities of Indio, La Quinta, and Coachella. Approximately 20% are over 60 years old and 73% are Hispanic – two groups that are at greater risk of becoming infected and hospitalized by the virus. As of Tuesday, February 16, there were 11,905 cases in Indio, of which 1,222 (10%) were 65 and older and 5,530 (47%) were Hispanic/Latino. As of that date, there were 184 deaths, of which 110 (60%) were 65 and older and 117 (64%) were Hispanic/Latino.

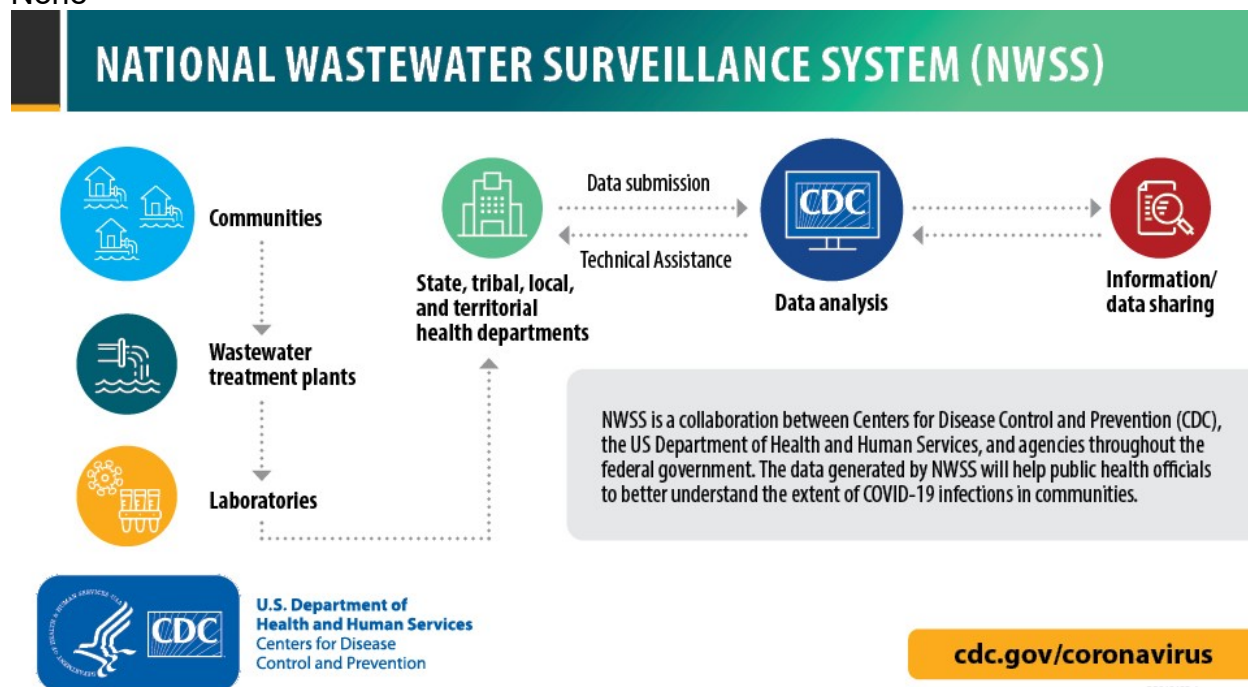
Staff will utilize the GT Molecular COVID-19 test to sample primary sludge two times per week.

Recommendation

Staff recommends that the Board support VSD’s participation in this program and authorize the General Manager to spend \$11,000 for FY 2020/21 to purchase GT Molecular testing kits.

Attachments

None





**Valley Sanitary District
Operations Committee
February 2, 2021**

TO: Operations Committee

FROM: Ron Buchwald, Engineering Services Manager

SUBJECT: Update on Sewer Main By-pass of VSD's Influent Pump Station and Project Timeline

<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 provide information and pictures regarding the sewer main by-pass of VSD's Influent Pump Station.

Strategic Plan Compliance

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

Fiscal Impact

None.

Background

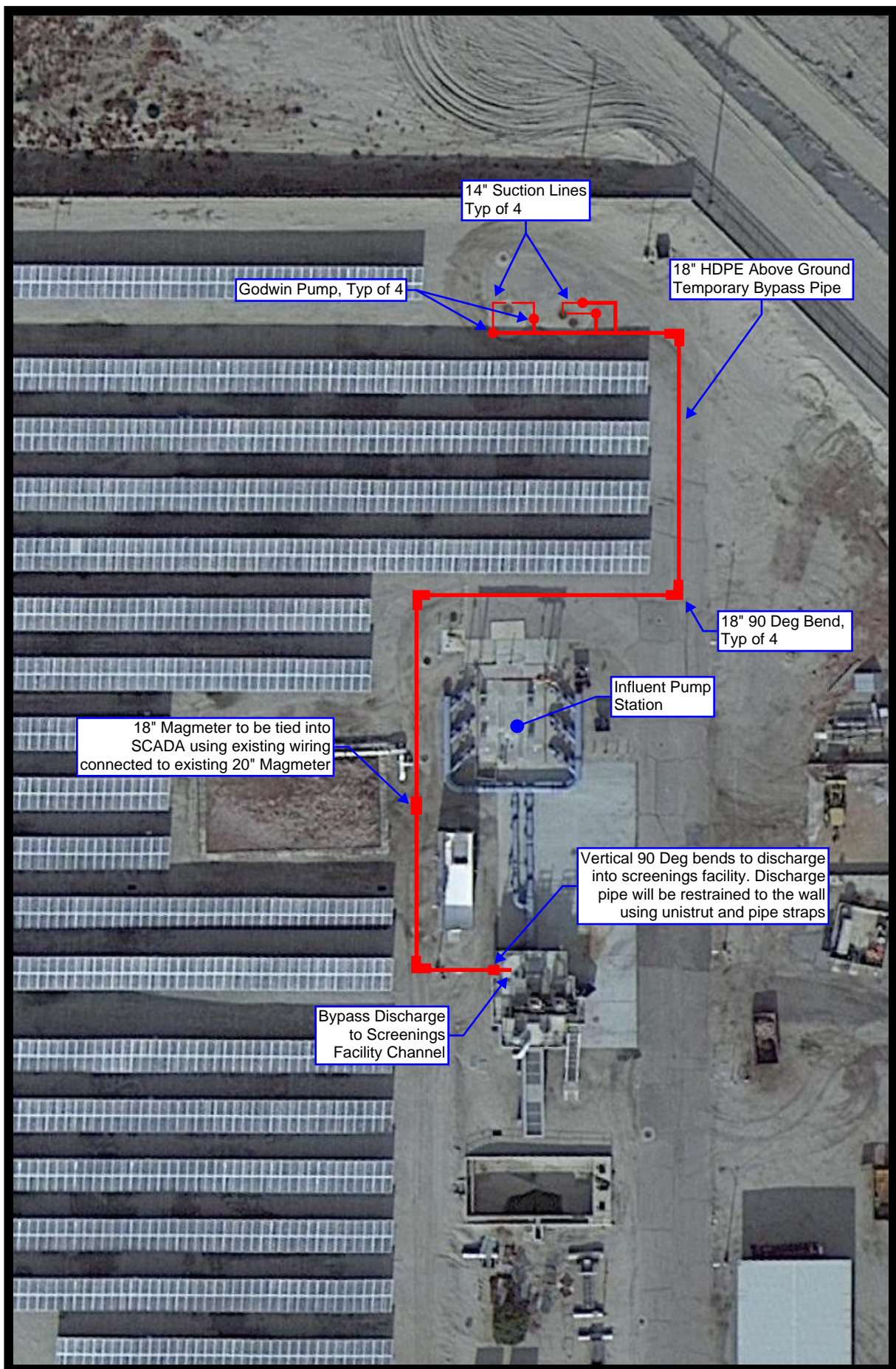
During the week of February 22, 2021, the sewer main by-pass of the influent pump station will be active. This by-pass will be active 24 hours a day for five days and will end on February 26 by close of business. This by-pass is the first of two events that will be needed to rehabilitate the pump station. The second by-pass is anticipated to take up to 4 months and will consist of the construction work needed to rehabilitate or replace items within the pump station. Construction is anticipated to begin later this calendar year around October. The project is anticipated to be completed by April 2022. A picture slide show of the sewer main by-pass will be presented during the Board meeting.

Recommendation

None.

Attachments

Attachment A: Sewer main by-pass plan diagram.





**Valley Sanitary District
Board of Directors Meeting
February 23, 2021**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Jeanette Juarez, Business Services Manager

SUBJECT: Review and Approve Budget Amendment Request for Temporary Help Services and Other Post Employment Benefit (OPEB) Contribution

<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 of Directors to review and approve additional funding for temporary help services and an adjustment to the OPEB contribution.

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 of the requested changes will increase the Operating and Maintenance (O&M) budget by \$40,825. Temporary help services will increase by \$3,000 and the OPEB contribution will increase by \$37,825.

Background

The District will be resuming to regular shifts commencing March 1, 2021. To help assist with the transition off the modified scattered scheduling the temporary help services in operations will need to be extended to March 5, 2021. The funding will be used to cover the costs of the additional time used as the District transitions to normal operations.

During the FY20 audit it was determined the actuarial reports for OPEB valuations did not include the implicit rate subsidy. The implicit rate subsidy is the difference between average retiree claims and premiums charged by the insurer or by CalPERS. In the past the implicit rate subsidy did not need be considered in large “community-rated” plans such as PEMHCA. However, changes to GASB 43/45 now consider the rate subsidy a benefit that should be included in OPEB valuations. The recognition of the implied subsidy increased the GASB 45 OPEB liability.

Beginning July 1	Without Implied Subsidy	Includes Implied Subsidy	Variance
2019	10,310	44,029	33,719
2020	11,040	47,825	36,785
2021	12,208	43,534	31,326
2022	13,479	50,989	37,510
2023	14,832	44,229	29,397
2024	16,342	52,723	36,381
2025	17,793	60,845	43,052
2026	19,411	65,792	46,381
2027	21,007	74,760	53,753
2028	22,795	71,216	48,421
Total	159,217	555,942	396,725

Recommendation

Recommend that the Board of Directors approve the proposed amendment to Valley Sanitary District's O&M budget.

Attachments

None

**VALLEY SANITARY DISTRICT
BUDGET & FINANCE COMMITTEE MEETING MINUTES**

February 16, 2021

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

A special meeting of the Valley Sanitary District (VSD) Budget & Finance Committee was held via videoconference on Tuesday, February 16, 2021.

1. CALL TO ORDER

Chairman Dennis Coleman called the meeting to order at 1:09 p.m.

1.1 Roll Call

Directors Present:

Chairman Dennis Coleman

Committee Member Scott Sear

Staff Present:

Beverli Marshall, General Manager, Jeanette Juarez, Business Services Manager, Holly Gould

Guest:

Alice Bou, NBS

Greg Clumpner, NBS

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 Discussion of the Wastewater Rate Study Presented by NBS

At the August 25, 2020 Board Meeting, the Board authorized the General Manager to execute a contract with NBS to perform a Comprehensive Wastewater Rate Study. Alice Bou and Greg Clumpner of NBS presented a wastewater rate study presentation to review and examine four (4) components; Financial Plan, Cost-of-Service Analysis, Rate Design & Proposed Rates, and Monthly Bill Impacts. The rates presented in the report are

preliminary and aligned to meet the District's financial plan and revenue requirements. The proposed rates are also designed in a "fair and equitable" manner that complies with Prop 218. Alice explained the Cost-of-Service Analysis and how NBS narrowed down the customer rate classes. NBS also presented four (4) different rate structures that included fixed rates and combination fixed/volumetric rates. It was decided to narrow down the rate alternatives to three options for the full board to consider: a fixed rate, 70/30 option, and 80/20 option. The updated report will come before the Board on March 9, 2021.

4. FUTURE MEETING ITEMS

5. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:26 p.m. The next regular committee meeting will be held on March 2, 2021.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District