



Tuesday, January 23, 2024 at 1:00 PM
Valley Sanitary District Board Room
45500 Van Buren Street, Indio, CA 92201

**BOARD OF DIRECTORS
REGULAR SESSION
AGENDA**

Valley Sanitary District is open to the public and board meetings will be conducted in person. In addition to attending in person, members of the public may view and participate in meeting via the following:

Zoom link: <https://us06web.zoom.us/j/87648583942>

Meeting ID: 876 4858 3942

To address the Board of Directors during the virtual live session via zoom, please email the Clerk of the Board at hgould@valley-sanitary.org or, alternatively, during the specific agenda item or general comment period (i.e. non-agenda items), please use the "raise your hand" function in zoom in order to be recognized by the Clerk of the Board in order to provide comments in real time.

The Clerk of the Board will facilitate to the extent possible any email requests to provide oral testimony that are sent during the live meeting. Members of the public may provide Oral testimony in person or during the virtual live session and are limited to three minutes each. To address the Board in person please complete speaker request card located at in the Board Room and give it to the Clerk of the Board.

If you are unable to provide comments during the meeting, written public comments on agenda or non-agenda items may be submitted by email to the Clerk of the Board at hgould@valley-sanitary.org. Written comments must be received by the Clerk of the Board no later than 11:00 a.m. on the day of the meeting.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. 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.

5.1 APPROVE THE MINUTES FOR THE BOARD OF DIRECTORS REGULAR MEETING HELD JANUARY 9, 2024

Recommendation: Approve

5.2 APPROVE WARRANTS FOR JANUARY 23, 2024

Recommendation: Approve

5.3 MONTHLY CREDIT CARD REPORT FOR THE PERIOD ENDING DECEMBER 31, 2023

Recommendation: Approve

5.4 MONTHLY INVESTMENT REPORT FOR THE PERIOD ENDING DECEMBER 31, 2023

Recommendation: Approve

5.5 MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING DECEMBER 31, 2023

Recommendation: Approve

6. NON-HEARING ITEMS

6.1 AUTHORIZE THE ELECTRICAL INSTALLATION FOR GENERATOR #1 HEADWORKS

Recommendation: Approve

6.2 REVIEW MID-YEAR BUDGET REPORT FOR THE FISCAL YEAR 2023/24

Recommendation: Review

6.3 RESOLUTION NO. 2024-1188 STATE OF CALIFORNIA GOVERNOR’S OFFICE OF EMERGENCY SERVICES (Cal OES) UNIVERSAL RESOLUTION DESIGNATION OF APPLICANTS.

Recommendation: Approve.

6.4 AUTHORIZE GENERAL MANAGER TO NEGOTIATE AND EXECUTE PROPERTY LEASE AGREEMENT

Recommendation: Approve.

6.5 DISCUSS PUBLIC OUTREACH AND SPONSORSHIP OPPORTUNITY

Recommendation: Discussion

6.6 DISCUSS BOARD OF DIRECTOR VACANCY

Recommendation: Discussion

7. GENERAL MANAGER'S REPORT

8. COMMITTEE REPORTS

8.1 DRAFT MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING - JANUARY 16, 2024

Recommendation: Discuss

8.2 UPDATE ON EAST VALLEY RECLAMATION AUTHORITY MEETING - JANUARY 16, 2024

Recommendation: Discuss

9. DIRECTOR'S ITEMS

10. INFORMATIONAL ITEMS

11. ADJOURNMENT

POSTED January 18, 2024
Holly Gould
Clerk of the Board
Valley Sanitary District

PUBLIC NOTICE

In compliance with the Americans with Disabilities Act, access to the Board Room and Public Restrooms has been made. If you need special assistance to participate in this meeting, please contact Valley Sanitary District (760) 235-5400. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA TITLE II). All public records related to open session items contained on this Agenda are available upon request at the Administrative Office of Valley Sanitary District located at 45-500 Van Buren Street, Indio, CA 92201. Copies of public records are subject to fees and charges for reproduction.



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Holly Gould, Clerk of the Board
SUBJECT: APPROVE THE MINUTES FOR THE BOARD OF DIRECTORS REGULAR MEETING HELD JANUARY 9, 2024

Suggested Action

Approve

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

None

Environmental Review

This item does not qualify as a project defined by the California Environmental Quality Act (CEQA).

Background

The meeting minutes for the Board of Directors Regular Meeting held January 9, 2024.

Recommendation

Approve

Attachments

[09 Jan 2024 Minutes.edited.pdf](#)

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING**

January 9, 2024

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, January 9, 2024, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Debra Canero, Mike Duran, Scott Sear

Directors Absent:

Jacky Barnum, William Teague

Staff Present:

Jason Dafforn, General Manager; Ron Buchwald, District Engineer (Zoom); Jeanette Juarez, Chief Administrative Officer; Dave Commons, Chief Operating Officer; Holly Gould, Clerk of the Board; Steve Shepard, Israel Garcia, Branden Rodriguez, Karen Hopper, and Bob Hargreaves, Best Best & Krieger

3. PLEDGE OF ALLEGIANCE

4. JANUARY EMPLOYEE ANNIVERSARIES

- Israel Garcia, Engineering Technician – 2 years

The Board of Directors thanked Israel for his years of service and dedication to the District.

5. PRESENTATIONS

- 5.1 Presentation of Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA)

The District received the Distinguished Budget Presentation Award for the Fiscal Year 2023/24 Budget from the Government Finance Officers Association of the United States and Canada (GFOA). President Canero presented Branden Rodriguez, Karen Hopper, and Jeanette Juarez with the GFOA Certificate of Recognition for Budget Preparation for their hard work in preparing the Fiscal Year 2023/24 Budget. The Board thanked staff for their achievements.

President Canero called for a short recess at 1:16 p.m. The Board of Directors reconvened at 1:26 p.m., and roll call was taken. Directors Canero, Duran, and Sear were present.

6. **PUBLIC COMMENT** - None

7. **CONSENT CALENDAR**

7.1 Approve the Minutes for the Board of Directors Regular Meeting held December 12, 2023

7.2 Approve Warrants for January 9, 2024

7.3 Acceptance of Grant Easement for Sewer Main Purposes

7.4 Monthly Credit Card Report for the Period Ending November 30, 2023

7.5 Monthly Investment Report for the Period Ending November 30, 2023

7.6 Monthly Financial Report for the Period Ending November 30, 2023

ACTION TAKEN:

MOTION:

Secretary/Treasurer Sear motioned to approve the consent calendar as presented. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear

NOES: None

MINUTE ORDER NO. 2024-3358

8. **NON-HEARING ITEMS**

8.1 Authorize the General Manager to Execute a Contract Amendment to the Contract with Leighton & Associates for Third-Party Inspection Services for the Recycled Water Project – Phase 1 in an Amount Not to Exceed \$143,248

In November 2022, the District entered into a Professional Services Agreement with Leighton & Associates to provide third-party inspection services for the Recycled Water Project - Phase I. Leighton & Associates originally proposed a cost of \$126,800 to which staff added a 20% contingency for a total contract amount of \$152,000. Over the past year, most of the contract amount has been utilized. Leighton & Associates has developed a revised estimated cost to complete the inspection services required for the remainder of the project, which is \$143,248. If additional fees are needed to complete the testing and inspection work, staff will seek authorization from the Board.

ACTION TAKEN:

MOTION:

Director Duran motioned to authorize the General Manager to execute an amendment to the contract with Leighton & Associates for third-party inspection services for the Recycled Water Project – Phase 1 in an amount not to exceed \$143,248. Secretary/Treasurer Sear seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear

NOES: None

MINUTE ORDER NO. 2024-3359

- 8.2 Authorize the General Manager to Enter Into an Agreement with the County of Riverside Transportation and Land Management Agency for the Adjustment of VSD's Existing Sewer Manholes as Part of the County's Avenue 48 Street Widening Improvement Project

The County of Riverside is developing plans for its Avenue 48 Widening Project. The project will add traffic lanes, new curbs, and sidewalks on Avenue 48, reaching from Van Buren Street to Dillion Road. This project will require the reconstruction of the asphalt pavement, which will need all utilities located within the project boundary to be adjusted to the new grade of the street. A total of nine VSD manholes within the project boundary will need to be raised to grade after the construction of the roadway. The County of Riverside requires utility agencies to pay for raising their facilities to grade. The County provided an estimate for raising the nine VSD manholes to grade and will have their contractor perform the work. The estimated cost is \$3,500.00 per manhole for a total of \$31,500.00. The cost includes administration (15%) and contingency (10%) for a total of \$39,375.

ACTION TAKEN:

MOTION:

Secretary/Treasurer Sear motioned to authorize the General Manager to enter into an agreement with the County of Riverside Transportation and Land Management Agency for the adjustment of VSD's existing sewer manholes as part of the County's Avenue 48 Street Widening Improvement Project at an estimated cost of \$39,375. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear

NOES: None

MINUTE ORDER NO. 2024-3360

- 8.3 Receive and File the Annual Connection Capacity Fee Report

Government Code Section 66013 requires a financial accounting of the transactions dealing with sewer connection capacity fees to be made available to the public. The annual report shows actual values for the 2022/23 fiscal year and estimated values for the 2023/24 fiscal year. Pursuant to Government Code Section 66013, this report is for review purposes only. A copy of this report was mailed to the Desert

Valley Builders Association (DVBA) and the Building Industry Association (BIA) for review and comment. The Board thanked Jeanette for keeping the District transparent.

8.4 Review the Budget Timeline for the Fiscal Year 2024/25

The action for approval and adoption of the annual budget is completed in June each calendar year. In preparation for the fiscal year 2024/25 budget, staff has prepared a budget timeline for the Board 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. GENERAL MANAGER'S ITEMS

9.1 Receive Monthly General Managers Report for December 2023

Jason Dafforn, General Manager, reminded the Board of the upcoming 75th Rotary Celebration on Saturday, January 13, 2024, and the CASA Winter Conference in Palm Springs, CA, on January 24-26, 2024.

10. COMMITTEE REPORTS

10.1 Draft Minutes of the Budget & Finance Committee Meeting – January 2, 2024

Chairperson Debra Canero reported that the Committee reviewed and discussed the Fiscal Year 2024/25 budget timeline.

11. DIRECTOR'S ITEMS - None

12. INFORMATIONAL ITEMS

Mr. Dafforn stated that the District received a thank you letter from the College of the Desert for the recent \$2,500 sponsorship.

13. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 1:48 p.m. The next regular Board meeting will be on January 23, 2024.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: APPROVE WARRANTS FOR JANUARY 23, 2024

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

The total charges incurred for the warrants from January 3, 2024, through January 17, 2024, are \$314,003.50.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The attached warrants list shows all disbursements from January 3, 2024, through January 17, 2024.

Recommendation

Approve the warrants for January 23, 2024.

Attachments

[Warrants for January 23, 2024.pdf](#)

DISBURSEMENTS
Approved at the Board Meeting of
January 23, 2024

42246 4imprint, Inc	Hat order, carthartt	\$1,823.27
42247 Cart Mart, Inc.	Bushing nylon, screw, weldment, truss head torx	\$357.39
42248 Charter Communications	Spectrum services - 01/25/2024	\$1,163.76
42249 E.S. Babcock & Sons, Inc.	Charge for inv CI31275	\$10.00
42249 E.S. Babcock & Sons, Inc.	Monthly samples - 01/05/2024	\$169.86
42250 EPIC IO Technologies, Inc	LTE pots services - Jan 2024	\$199.35
42251 Fulton Distributing Co.	Toilet tissue	\$102.71
42251 Fulton Distributing Co.	Janitorial supplies - 12/13/2023	\$664.82
42252 Innovative Document Solutions	Canon maintenance - Dec 2023	\$50.36
42253 Innovative Federal Strategies LLC	Advocacy services - Dec 2023	\$6,750.00
42254 Master's Refreshment Services LLC	Bottle dispenser rental - 1/1/2024-3/31/2024	\$176.18
42255 McMaster-Carr Supply Co.	Uncoated high speed steel, thread, hex drive screw	\$135.51
42255 McMaster-Carr Supply Co.	9v disposable batteries	\$237.70
42256 Polydyne, Inc.	Polymer delivery - 12/05/2023, rebill of invoice 1791033	\$343.69
42257 Southwest Networks, Inc.	Labor - Dec 2023	\$95.00
42258 Univar Solutions	Sodium bisulfite - 12/11/2023	\$6,980.75
42259 USA Blue Book	Hach HQ430D single input lab meter	\$2,015.12
42260 Automation Pride	Gate 3 edge sensor	\$105.00
42261 Best Best & Krieger LLP	General legal - Dec 2023	\$3,477.60
42261 Best Best & Krieger LLP	Easement access - Dec 2023	\$714.40
42261 Best Best & Krieger LLP	Labor issues - Dec 2023	\$345.80
42262 Carquest Auto Parts	New charges - 12/31/2023	\$303.07
42263 Cintas Corp	Uniforms, mats, towels etc 12/29/2023	\$534.59
42264 Desert Hose & Supply	1/2 standard regulator	\$498.28
42264 Desert Hose & Supply	2 1/2 liquid filled gauge	\$131.54
42265 Desert Steel Supply	Flat bar, base plate, channels	\$570.94
42266 Harris & Associates	PADM ph 5 coll sys project - Dec 2023	\$5,119.75
42267 JM Test Systems, LLC	Rubber glove testing	\$56.79
42268 Konecranes, Inc.	Crane inspection 2024	\$1,560.00
42269 Living Word In the Desert	Refund of sewer service charges	\$2,814.10
42270 Mariposa Landscapes, Inc	Landscaping - dec 2023	\$1,658.03
42270 Mariposa Landscapes, Inc	Landscaping - Nov 2023	\$829.02
42271 Master's Refreshment Services LLC	Water delivery - 01/08/2024	\$631.58
42272 McMaster-Carr Supply Co.	Uncoated high speed steel, screws, hex drive screw	\$135.51
42273 Merchants Building Maintenance, LLC	Monthly janitorial service	\$3,314.81
42274 Mobile Modular Management Corp	Office trailer rental - Jan 2024	\$655.15
42275 Polydyne, Inc.	Polymer - 01/04/2024	\$4,271.63
42276 SC Fuels	Fuel delivery - 01/05/2024	\$3,403.23
42277 Superior Truck & Auto LLC	Kenworth service, filters, lubricants, air brake dryer	\$3,505.81
42278 Swains Electric Motor Service	15 HP Mody submersible pump	\$7,618.79
42279 Synagro West, LLC	Biosolids hauling - Dec 2023	\$6,844.23
42280 Tops 'N Barricades Inc.	Fullbrim pyramex	\$17.67
42280 Tops 'N Barricades Inc.	Cone 28"	\$495.90
42281 Total Care Work Injury Clinic	DOT screening	\$115.00
42282 United Way of the Desert	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$20.00
42283 Univar Solutions	Sodium hypo - 01/10/2024	\$12,210.83
42283 Univar Solutions	Ferric chloride - 01/15/2024	\$2,985.19
42283 Univar Solutions	Sodium bisulfite - 01/03/2024	\$6,444.01
42283 Univar Solutions	Sodium hypo - 01/02/2024	\$12,599.29
202401091 SPOK, Inc.	Pager service - January 2024	\$26.41
202401101 City of Coachella	Water - December 2023	\$48.02
202401102 Burrtec Waste & Recycling Svcs	Grit removal - December 2023	\$1,483.38
202401103 Burrtec Waste & Recycling Svcs	Trash service for January 2024	\$311.49
202401104 Basic	Funds withdrawn - 01/10/2024	\$670.57
202401111 Indio Water Authority	Water - November 2023	\$1,285.00
202401121 Frontier Communications	Telephone service - December 2023	\$95.68
202401131 Paychex - Direct Deposit	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$101,651.37
202401132 Paychex - Garnishment	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$360.46
202401133 Paychex - Tax	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$48,682.54
202401134 Paychex - Fee	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$439.50
202401135 Empower (formerly Mass Mutual)	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$10.00
202401136 Mission Square (ICMARC / Vantage Point)	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$1,470.00
202401137 Nationwide Retirement Solution	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$2,437.71

202401138 CalPERS Retirement	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$28,088.66
202401139 CalPERS 457	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$1,222.93
202401151 Umpqua Bank	Umpqua statement - December 2023	\$15,872.54
202401161 CalPERS 457	PR 12/22/2023 - 01/04/2024 PD 01/12/2024	\$1,222.93
202401162 Grainger	Band clamp	\$96.87
202401162 Grainger	1/2 sump pump offset by cm 9946657146	\$598.38
202401162 Grainger	Hose wye brass	\$19.01
202401162 Grainger	Bleed valve assembly, kops kit	\$740.22
202401162 Grainger	Glass microfiber	\$180.20
202401163 Burrtec Waste & Recycling Svcs	40 yard dumpster	\$934.72
202401171 Rudy's Pest Control	General pest - 01/12/2024	\$200.00
202401191 SoCal Gas	Gas service - December 2023	\$591.90
	Total	\$314,003.50



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: MONTHLY CREDIT CARD REPORT FOR THE PERIOD ENDING
DECEMBER 31, 2023

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

The total charges incurred for the credit card statement ending December 31, 2023, are \$15,872.54.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The attached report summarizes the District's credit card expenditures for the statement ending December 31, 2023.

Recommendation

Approve the credit card report for the period December 31, 2023.

Attachments

[5.3 Attachment A UMQUA Credit Card Statement December_Redacted.pdf](#)

[5.3 Attachment B Credit Card Transaction December 2023.xlsx](#)

**Account Summary**




Billing Cycle		12/31/2023
Days In Billing Cycle		31
Previous Balance		\$15,752.16
Purchases	+	\$15,885.02
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$12.48-
Payments	-	\$15,752.16-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$15,872.54**

Credit Summary

Total Credit Line	\$75,000.00
Available Credit Line	\$59,127.46
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

-  Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485
-  Go to www.umpquabank.com
-  Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

NEW BALANCE	\$15,872.54
MINIMUM PAYMENT	\$15,872.54
PAYMENT DUE DATE	01/25/2024

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

Corporate Activity

Trans Date	Post Date	Reference Number	Transaction Description	Amount
TOTAL CORPORATE ACTIVITY				\$15,752.16-
12/10	12/10	7480725334211111111111	AUTO PMT FROM ACCT [REDACTED]	\$15,752.16-

Cardholder Account Summary

JEANETTE JUAREZ ####-####-####-4756	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$1,108.82	\$0.00	\$1,108.82

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/03	12/04	PPLN01	24492153337719625234662	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$263.89
12/06	12/07	PPLN01	24492153340719157845070	GRAMMARLY COLXRYWXV GRAMMARLY.COM CA	\$144.00
12/10	12/11	PPLN01	24943003345898000059589	COSTCO WHSE #0441 PALM DESERT CA	\$85.44

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

UMPQUA BANK
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142



Account Number
 ####-####-####-#### [REDACTED]

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
12/31/23	\$15,872.54	\$15,872.54	01/25/24

\$



BL ACCT [REDACTED]
 VALLEY SANITARY DISTRICT
 45-500 VAN BUREN STREET
 INDIO CA 92201

e-Statement



MAKE CHECK PAYABLE TO:

UMPQUA BANK COMMERCIAL CARD OPS
 PO BOX 35142 - LB1181
 SEATTLE WA 98124-5142

IMPORTANT INFORMATION

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

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

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

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

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

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

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

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

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

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

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

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

BILLING RIGHTS SUMMARY

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

In your letter, give us the following information:

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

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

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

Please use blue or black ink to complete form

NAME CHANGE

Last

First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

Cell Phone () - E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES

Signature _____

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/15	12/17	PPLN01	24492153349745653905309	GOVERNMENT FINANCE OFFICE 312-977-9700 IL	\$460.00
12/19	12/20	PPLN01	24692163353102690754672	J2 EFAX SERVICES 323-817-3205 CA	\$18.99
12/26	12/28	PPLN01	24412903361030023196956	AROUND THE CLOCK CALL CTR 888-711-1956 CA	\$136.50

Cardholder Account Summary				
RON BUCHWALD #### #### #### 6000	Payments & Other Credits \$0.00	Purchases & Other Charges \$200.81	Cash Advances \$0.00	Total Activity \$200.81

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/05	12/06	PPLN01	24445003340400212772378	WM SUPERCENTER #2181 INDIO CA	\$42.67
12/05	12/06	PPLN01	24692163339102821744211	SQ *TKB BAKERY & DELI gosq.com CA	\$158.14

Cardholder Account Summary				
HEBERTO MORENO #### #### #### 6026	Payments & Other Credits \$0.00	Purchases & Other Charges \$578.05	Cash Advances \$0.00	Total Activity \$578.05

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/05	12/06	PPLN01	24801973340690354087567	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$98.00
12/05	12/06	PPLN01	24801973340690354296721	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$98.00
12/21	12/22	PPLN01	24692163355104921680906	IN *TW FLEET SERVICE LLC 760-8224347 CA	\$130.00
12/27	12/29	PPLN01	24692163362100100203131	THE HOME DEPOT 6874 INDIO CA	\$252.05

Cardholder Account Summary				
TINO TIJERINA #### #### #### 6034	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,698.92	Cash Advances \$0.00	Total Activity \$1,698.92

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/29	12/01	PPLN01	24692163334108491481633	THE HOME DEPOT 6874 INDIO CA	\$278.37
11/30	12/03	PPLN01	24692163336109500361491	THE HOME DEPOT 6874 INDIO CA	\$91.23
11/30	12/03	PPLN01	24489933335500659249822	VALLARTA SUPERMARKETS 54 PACOIMA CA	\$64.62
12/01	12/04	PPLN01	24789303337770200012984	MCMaster-CARR 630-834-9600 IL	\$39.08
12/04	12/05	PPLN01	24431063338081116541624	AUTOMATIONDIRECT.COM 770-889-7588 GA	\$219.68
12/05	12/06	PPLN01	24067203339205190500121	RDOAG IND 010445 INDIO CA	\$214.29
12/04	12/06	PPLN01	24943013339010180336558	THE HOME DEPOT #6874 INDIO CA	\$191.02
12/11	12/13	PPLN01	24943013346010179535682	THE HOME DEPOT #6874 INDIO CA	\$141.00
12/13	12/15	PPLN01	24692163348101076736236	THE HOME DEPOT 6874 INDIO CA	\$84.44
12/27	12/28	PPLN01	24116413362400785000019	INKA SCREEN PRINTING INDIO CA	\$357.31
12/28	12/29	PPLN01	24231683363837000095968	SMART AND FINAL 718 COACHELLA CA	\$17.88

Cardholder Account Summary					
EDUARDO LUNA #### #### #### 9557		Payments & Other Credits \$0.00	Purchases & Other Charges \$261.12	Cash Advances \$0.00	Total Activity \$261.12
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/08	12/10	PPLN01	24943013343010183537883	THE HOME DEPOT #6874 INDIO CA	\$101.33
12/08	12/10	PPLN01	24137463344001558517933	TRACTOR SUPPLY #2357 INDIO CA	\$159.79

Cardholder Account Summary					
BRANDEN RODRIGUEZ #### #### #### 9565		Payments & Other Credits \$0.00	Purchases & Other Charges \$357.00	Cash Advances \$0.00	Total Activity \$357.00
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/26	12/27	PPLN01	24906413360190194750926	EIG*CONSTANTCONTACT.COM 855-2295506 MA	\$357.00

Cardholder Account Summary					
HOLLY GOULD #### #### #### 7260		Payments & Other Credits \$0.00	Purchases & Other Charges \$8,141.57	Cash Advances \$0.00	Total Activity \$8,141.57
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/11	12/12	PPLN01	24445003346400226887703	WM SUPERCENTER #2181 INDIO CA	\$64.31
12/13	12/14	PPLN01	24906413347189299839350	QGV*College Of the Desert 760-7732561 CA	\$2,500.00
12/14	12/17	PPLN01	24000973349826604714903	FANTASY SPRINGS RESORT 760-3425000 CA	\$630.85
12/19	12/21	PPLN01	24207853354168201123460	CALIFORNIA ASSOCIATION OF 916-4460388 CA	\$2,700.00
12/19	12/21	PPLN01	24207853354168201123502	CALIFORNIA ASSOCIATION OF 916-4460388 CA	\$2,235.00
12/24	12/25	PPLN01	24011343358000021067334	WWW.AMAZON* 113-252210 WWW.AMAZON.CO WA	\$11.41

Cardholder Account Summary					
ANNA BELL #### #### #### 7278		Payments & Other Credits \$0.00	Purchases & Other Charges \$2,262.73	Cash Advances \$0.00	Total Activity \$2,262.73
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/06	12/07	PPLN01	24692163341104051309331	AMZN Mktp US*OF5VG9XH3 Amzn.com/bill WA	\$143.48
12/13	12/14	PPLN01	24431063348091416834569	PANDA EXPRESS #1486 P olo.com CA	\$124.85
12/13	12/14	PPLN01	24431063348838006419825	PANDA EXPRESS 1486 INDIO CA	\$2.83
12/18	12/19	PPLN01	24011343352000041135695	HANNA INSTRUMENTS WWW.HANNAINST RI	\$1,234.32
12/19	12/20	PPLN01	24801973354690646457605	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$757.25

Cardholder Account Summary					
JIMMY GARCIA #### #### #### 7450		Payments & Other Credits \$12.48-	Purchases & Other Charges \$914.76	Cash Advances \$0.00	Total Activity \$902.28
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/30	12/03	PPLN01	24943013335010184036992	THE HOME DEPOT #6874 INDIO CA	\$60.16
11/30	12/03	PPLN01	24269793335500630581065	KSC & SON CORPORATION - G INDIO CA	\$12.00
12/19	12/20	PPLN01	24231683354837000005091	SMART AND FINAL 718 COACHELLA CA	\$231.51
12/20	12/22	PPLN01	24943013355010183215238	THE HOME DEPOT #6874 INDIO CA	\$124.25
12/26	12/28	PPLN01	24692163361109206837354	THE HOME DEPOT 6874 INDIO CA	\$406.66
12/27	12/29	PPLN01	24692163362100100203172	THE HOME DEPOT 6874 INDIO CA	\$80.18

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/27	12/29		74943013362010178513932	CREDIT VOUCHER THE HOME DEPOT #6874 INDIO CA	\$12.48-

Cardholder Account Summary				
DAVE COMMONS #### #7327	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$37.37	\$0.00	\$37.37

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/03	12/04	PPLN01	24492153337717589265870	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$19.99
12/21	12/21	PPLN01	24692163355104154249973	AMZN Mktp US*TM8S01741 Amzn.com/bill WA	\$17.38

Cardholder Account Summary				
JASON DAFFORN #### #7175	Payments & Other Credits	Purchases & Other Charges	Cash Advances	Total Activity
	\$0.00	\$323.87	\$0.00	\$323.87

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
11/29	12/01	PPLN01	24692163334108197402180	RENAISSANCE HOTELS F/B INDIAN WELLS CA	\$62.72
12/01	12/03	PPLN01	24692163335108784188019	Palm Sp Desert Sun 888-426-0491 IN	\$14.99
12/06	12/07	PPLN01	24204293340000511156055	FACEBK 8X9PZYPGJ2 650-5434800 CA	\$5.96
12/12	12/14	PPLN01	24037243347900018885570	EL MEXICALI CAFE II INDIO CA	\$68.02
12/14	12/17	PPLN01	24037243349900019023922	EL MEXICALI CAFE II INDIO CA	\$41.80
12/20	12/21	PPLN01	24687203354027013009555	THE PALMS CAFE LQ LA QUINTA CA	\$87.48
12/28	12/31	PPLN01	24037243363900010461163	EL MEXICALI CAFE II INDIO CA	\$42.90

Additional Information About Your Account
 IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. YOUR ACCOUNT WILL BE AUTOMATICALLY PAID THROUGH A DIRECT DEBIT OF YOUR CHECKING OR SAVINGS ACCOUNT ON 01/10/24 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$15872.54

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$15,872.54
Cash									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									

Diverted From Cardholder Name	Tran Date	Post Date	Merchant Name	MCC Description	Debits	Credits
ANNA BELL	12/19/2023	12/20/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$757.25	
ANNA BELL	12/18/2023	12/19/2023	HANNA INSTRUMENTS	Miscellaneous General Merchandise	\$1,234.32	
ANNA BELL	12/13/2023	12/14/2023	PANDA EXPRESS 1486	Express Payment Services (Fast Food)	\$2.83	
ANNA BELL	12/13/2023	12/14/2023	PANDA EXPRESS #1486 P	Express Payment Services (Fast Food)	\$124.85	
ANNA BELL	12/6/2023	12/7/2023	AMZN Mktp US*OF5VG9XH3	Book Stores	\$143.48	
BRANDEN RODRIGUEZ	12/26/2023	12/27/2023	EIG*CONSTANTCONTACT.COM	Continuity/Subscription Merchants	\$357.00	
DAVE COMMONS	12/21/2023	12/22/2023	AMZN Mktp US*TM8S01741	Book Stores	\$17.38	
DAVE COMMONS	12/3/2023	12/4/2023	ADOBE *ACROPRO SUBS	Computer Software	\$19.99	
EDUARDO LUNA	12/8/2023	12/10/2023	TRACTOR SUPPLY #2357	Miscellaneous Automotive Dealers Not E	\$159.79	
EDUARDO LUNA	12/8/2023	12/10/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$101.33	
HEBERTO MORENO	12/27/2023	12/29/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$252.05	
HEBERTO MORENO	12/21/2023	12/22/2023	IN *TW FLEET SERVICE LLC	Automotive Service Shops(Non-Dealer)	\$130.00	
HEBERTO MORENO	12/5/2023	12/6/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$98.00	
HEBERTO MORENO	12/5/2023	12/6/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$98.00	
HOLLY GOULD	12/24/2023	12/25/2023	WWW.AMAZON* 113-252210	Variety Stores	\$11.41	
HOLLY GOULD	12/19/2023	12/21/2023	CALIFORNIA ASSOCIATION OF	Membership Organizations Not Elsewher	\$2,235.00	
HOLLY GOULD	12/19/2023	12/21/2023	CALIFORNIA ASSOCIATION OF	Membership Organizations Not Elsewher	\$2,700.00	
HOLLY GOULD	12/14/2023	12/17/2023	FANTASY SPRINGS RESORT	Hotels/Motels Resorts - Lodging	\$630.85	
HOLLY GOULD	12/13/2023	12/14/2023	QGV*College Of the Desert	Charitable And Social Service Organiza	\$2,500.00	
HOLLY GOULD	12/11/2023	12/12/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$64.31	
JASON DAFFORN	12/28/2023	12/31/2023	EL MEXICALI CAFE II	Eating Places Restaurants	\$42.90	
JASON DAFFORN	12/20/2023	12/21/2023	THE PALMS CAFE LO	Eating Places Restaurants	\$87.48	
JASON DAFFORN	12/14/2023	12/17/2023	EL MEXICALI CAFE II	Eating Places Restaurants	\$41.80	
JASON DAFFORN	12/12/2023	12/14/2023	EL MEXICALI CAFE II	Eating Places Restaurants	\$68.02	
JASON DAFFORN	12/6/2023	12/7/2023	FACEBK 8X9PZYPGJ2	Advertising Services	\$5.96	
JASON DAFFORN	12/1/2023	12/3/2023	Palm Sp Desert Sun	Continuity/Subscription Merchants	\$14.99	
JASON DAFFORN	11/29/2023	12/1/2023	RENAISSANCE HOTELS F/B	Stouffer Corporation	\$62.72	
JEANETTE JUAREZ	12/26/2023	12/28/2023	AROUND THE CLOCK CALL CTR	Miscellaneous & Specialty Retail Store	\$136.50	
JEANETTE JUAREZ	12/19/2023	12/20/2023	J2 EFAX SERVICES	Continuity/Subscription Merchants	\$18.99	
JEANETTE JUAREZ	12/15/2023	12/17/2023	GOVERNMENT FINANCE OFFICE	Charitable And Social Service Organiza	\$460.00	
JEANETTE JUAREZ	12/10/2023	12/11/2023	COSTCO WHSE #0441	Wholesale Clubs	\$85.44	
JEANETTE JUAREZ	12/6/2023	12/7/2023	GRAMMARLY COLXRYWXV	Computer Software	\$144.00	
JEANETTE JUAREZ	12/3/2023	12/4/2023	ADOBE *ACROPRO SUBS	Computer Software	\$263.89	
JIMMY GARCIA	12/27/2023	12/29/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$80.18	
JIMMY GARCIA	12/27/2023	12/29/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	(\$12.48)	(\$12.48)
JIMMY GARCIA	12/26/2023	12/28/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$406.66	
JIMMY GARCIA	12/20/2023	12/22/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$124.25	
JIMMY GARCIA	12/19/2023	12/20/2023	SMART AND FINAL 718	Grocery Stores Supermarkets	\$231.51	
JIMMY GARCIA	11/30/2023	12/3/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$60.16	
JIMMY GARCIA	11/30/2023	12/3/2023	KSC & SON CORPORATION - G	Car Washes	\$12.00	
RON BUCHWALD	12/5/2023	12/6/2023	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$158.14	
RON BUCHWALD	12/5/2023	12/6/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$42.67	
TINO TIJERINA	12/28/2023	12/29/2023	SMART AND FINAL 718	Grocery Stores Supermarkets	\$17.88	
TINO TIJERINA	12/27/2023	12/28/2023	INKA SCREEN PRINTING	Miscellaneous & Specialty Retail Store	\$357.31	
TINO TIJERINA	12/13/2023	12/15/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$84.44	
TINO TIJERINA	12/11/2023	12/13/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$141.00	
TINO TIJERINA	12/5/2023	12/6/2023	RDOAG IND 010445	Commercial Equipment Not Elsewhere Cl	\$214.29	
TINO TIJERINA	12/4/2023	12/6/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$191.02	
TINO TIJERINA	12/4/2023	12/5/2023	AUTOMATIONDIRECT.COM	Electrical Parts And Equipment	\$219.68	
TINO TIJERINA	12/1/2023	12/4/2023	MCMMASTER-CARR	Industrial Supplies Not Elsewhere Clas	\$39.08	
TINO TIJERINA	11/30/2023	12/3/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$91.23	
TINO TIJERINA	11/30/2023	12/3/2023	VALLARTA SUPERMARKETS 54	Grocery Stores Supermarkets	\$64.62	
TINO TIJERINA	11/29/2023	12/1/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$278.37	
TINO TIJERINA	12/10/2023	12/10/2023	AUTO PMT FROM ACCT	Payment Adjustment Fee or Finance Charge		(\$15,752.16)
Total					\$15,872.54	(\$15,764.64)



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: MONTHLY INVESTMENT REPORT FOR THE PERIOD ENDING
DECEMBER 31, 2023

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

There is no fiscal impact from this report.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The District's Investment Policy has set primary goals for the portfolio management of safety, liquidity, and yield. This report is in compliance with California Government Code Section 53646 regarding the reporting of detailed information on all securities, investments, and monies of the District, as well as reporting of the market value of the investments held. All the investments contained within the portfolio are in full compliance with Government Code Section 53601 and the District's Investment Policy as to the types of investments allowed.

Recommendation

Receive and file the monthly investment report for the period ending December 31, 2023.

Attachments

[5.4 Attachment A Investment Report.pdf](#)

Valley Sanitary District
Investment Report
For the Month Ending December 31, 2023

Description	Cost Value	Market Value	Interest/ Book Yield	Maturity Date	% of Portfolio
Cash and Cash Equivalents					
Wells Fargo - Checking	\$ 2,089,374	\$ 2,089,374	0.00%	n/a	2.12%
State of California Local Agency Investment Fund (LAIF)	58,002,637	55,502,636	3.93%		56.18%
Restricted Funds					
CalTRUST					
Debt Service Reserve Fund -SWRCB Loan	1,087,939	1,101,361	5.55%	n/a	1.11%
Funds Held by Fiscal Agents					
TMI Trust Company					
Banc of America Public Capital Corp	40,094,504	40,094,504	4.75%	n/a	40.59%
Total Investment Portfolio	\$ 101,274,454	\$ 98,787,875			100.00%

Blended Yield of Cash and Investments	1.96%
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Benchmarks:	
LAIF	3.93%
CalTRUST	5.55%
Banc of America Public Capital Corp	4.75%

I hereby Certify that the investments are in compliance with the investment policy adopted by the Board of Directors. The investment portfolio provides sufficient funds to meet the budgeted expenditures over the next six (6) months. This report meets the requirements of Government Code Section 53646.

Jeanette Juarez

Jeanette Juarez, Chief Administrative Officer

SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 12/01/2023 TO 12/31/2023 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund	
Beginning Balance (Fund 4)	275,908
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 04 Ending Balance	<u>275,908</u>
LAIF Fund 6 - Wastewater Revenue Refunding Bonds	
Beginning Balance (Fund 6)	773
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 06 Ending Balance	<u>773</u>
LAIF Fund 10 - Recycled Water Project	
Beginning Balance (Fund 10)	0
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 10 Ending Balance	<u>0</u>
LAIF Fund 11 - Operating Fund	
Beginning Balance (Fund 11)	19,588,797
Net Transfer from (to) Fund 04	0
Net Transfer from (to) Fund 06	0
Net Transfer from (to) Fund 12	631,815
Net Transfer from (to) Fund 13	0
Fund Transfer from (to) LAIF - WF	(2,500,000)
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 11 Ending Balance	<u>17,720,612</u>
LAIF Fund 12 - Reserve Fund	
Beginning Balance (Fund 12)	26,550,585
Net Transfer from (to) Fund 11	(631,815)
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 12 Ending Balance	<u>25,918,770</u>
LAIF Fund 13 - Capital Improvement Fund	
Beginning Balance	11,586,574
Connection Fees	0
(Disbursements) or Reimbursements	0
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2023	0
Interest (Pd quarterly - Int. Rate 3.59%)	0
Fund 13 Ending Balance	<u>11,586,574</u>
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13	<u>55,502,637</u>

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance	2,054,617
Deposits	434,986
Fund Transfer from (to) LAIF (net)	2,500,000
Disbursements and Payroll	(2,900,229)
Wells Fargo Ending Balance	<u>2,089,374</u>

CALTRUST - FUND 11

Beginning Balance	1,087,939
Interest Income	3,358
Unrealized Gain / <Loss>	10,063
CalTRUST Ending Balance	<u>1,101,360</u>

TOTAL WELLS FARGO AND CALTRUST CHECKING	<u>3,190,734</u>
TOTAL CASH AND INVESTMENTS	<u>58,693,371</u>

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).

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

January 02, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

VALLEY SANITARY DISTRICT

SECRETARY/TREASURER
 45500 VAN BUREN
 INDIO, CA 92201

Tran Type Definitions

Account Number: XXXXXXXXXX

December 2023 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
12/1/2023	11/29/2023	RW	1743361	1703767	JEANETTE JUAREZ	-1,300,000.00
12/14/2023	12/14/2023	RW	1743883	1704291	JEANETTE JUAREZ	-500,000.00
12/21/2023	12/19/2023	RW	1744066	1704475	JEANETTE JUAREZ	-700,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	58,002,636.98
Total Withdrawal:	-2,500,000.00	Ending Balance:	55,502,636.98



Monthly Report

VALLEY SANITARY DISTRICT BANC OF
AMERICA PUBLIC CAPITAL CORP

12/01/2023 to 12/31/2023

Your Account Administrator is

[REDACTED]

Other Interested Party

Your Relationship Manager

Prepared by: TMI TRUST COMPANY
5901 PEACHTREE DUNWOODY RD
SUITE C495
ATLANTA, GA 30328

(800) 241-5568

Prepared for:
VALLEY SANITARY DISTRICT
ATTN: BUSINESS SERVICES MANAGER
45500 VAN BUREN STREET
INDIO, CA 92201





Summary of Activity

Portfolio Value on 11/30/2023	42,508,425.39
Additions	0.00
Distributions	-2,756,564.45
Expenses	0.00
Unrealized Gains since Market Value of 11/30/2023	0.00
Dividends Received	342,643.51
Interest Received	0.00
Other Income Received	0.00
Management Fees	0.00
Portfolio Value on 12/31/2023	40,094,504.45

Portfolio Allocation

Asset Class	Market Value	Book Value	Est. Annual Income	Current Yield
CASH & EQUIVALENTS	40,094,504.45	40,094,504.45	1,903,640.56	4.75%
Total	40,094,504.45	40,094,504.45	1,903,640.56	4.75%



Trust Company
Specialized Trust Services

REPORT OF ASSETS
VALLEY SANITARY DISTRICT BANC OF
AMERICA PUBLIC CAPITAL CORP
ACCOUNT [REDACTED] AS OF 12/31/2023

	Units	Price	Market Value
BANK ACCOUNTS			
MONEY MARKET FUNDS			
1. GOLDMAN SACHS FS GOVERNMENT (FOSXX)	40,094,504.4500	1.0000	40,094,504.45
TOTAL BANK ACCOUNTS			<u>40,094,504.45</u>
TOTAL INVESTMENTS			40,094,504.45
*INCOME CASH ON HAND			0.00
*PRINCIPAL CASH ON HAND			0.00
TOTAL ASSETS			<u><u>40,094,504.45</u></u>

TOTAL CASH: 0.00

* Income and principal cash are held in
TMI BANK DEPOSIT SERIES IV



REPORT OF INCOME CASH

VALLEY SANITARY DISTRICT BANC OF AMERICA PUBLIC CAPITAL CORP

ACCOUNT [REDACTED] FOR DATES 12/01/2023 TO 12/31/2023

BEGINNING BALANCE 0.00

NO TRANSACTIONS DURING THIS PERIOD

INCOME CASH BALANCE 0.00

BEGINNING BALANCE

0.00

~~~~~ **PRINCIPAL CASH RECEIPTS** ~~~~~

**1. ASSET SALES AND TRANSFERS**

Proceeds from Sale of Asset

GOLDMAN SACHS FS GOVERNMENT

12/06/2023 Sold 12,710 shares at 1.00 12,710.00  
Purchased on 05/01/2009  
No gain or loss

12/14/2023 Sold 50,021.05 shares at 1.00 50,021.05  
Purchased on 05/01/2009  
No gain or loss

12/20/2023 Sold 2,693,833.4 shares at 1.00 2,693,833.40  
Purchased on 05/01/2009  
No gain or loss

2,756,564.45

Total Proceeds from Sale of Asset 2,756,564.45

TOTAL ASSET SALES AND TRANSFERS 2,756,564.45

**TOTAL PRINCIPAL CASH RECEIPTS 2,756,564.45**

~~~~~ **PRINCIPAL CASH DISBURSEMENTS** ~~~~~

2. DISTRIBUTION OF PRINCIPAL

Distribution of Principal

12/06/2023 WIRE TO AMERICAN BUSINESS BANK TO PAY -12,710.00
SOFFA ELECTRIC INC INVOICE NO 23-0449
Check # BOAWIR

12/14/2023 WIRE TO PACIFIC WESTERN BANK TO PAY -50,021.05
LEIGHTON CONSULTING INC INVOICE NOS
60539 60316 60056
Check # BOAWIR

12/20/2023 WIRE TO BANK OF AMERICA NA TO PAY -2,693,833.40
SCHNEIDER ELECTRIC BUILDINGS AMERICAS
INC INVOICE NO 992803
Check # BOAWIR

-2,756,564.45

Total Distribution of Principal

TOTAL DISTRIBUTION OF PRINCIPAL -2,756,564.45

TOTAL PRINCIPAL CASH DISBURSEMENTS -2,756,564.45

PRINCIPAL CASH BALANCE

0.00



REPORT OF NON-CASH ENTRIES

VALLEY SANITARY DISTRICT BANC OF AMERICA PUBLIC CAPITAL CORP

ACCOUNT [REDACTED] FOR DATES 12/01/2023 TO 12/31/2023

| | Market Value | Book Value |
|---------------------------------------|--------------------------|--------------------------|
| ~~~~~ NON-CASH INCREASES ~~~~~ | | |
| 1. DIVIDEND REINVESTMENT | | |
| Dividend Reinvestment | | |
| GOLDMAN SACHS FS GOVERNMENT | | |
| 12/01/2023 175,185.27 shares at 1.00 | 175,185.27 | 175,185.27 |
| 12/29/2023 167,458.24 shares at 1.00 | 167,458.24 | 167,458.24 |
| | <u>342,643.51</u> | <u>342,643.51</u> |
| Total Dividend Reinvestment | 342,643.51 | 342,643.51 |
| TOTAL DIVIDEND REINVESTMENT | 342,643.51 | 342,643.51 |
| TOTAL NON-CASH INCREASES | <u><u>342,643.51</u></u> | <u><u>342,643.51</u></u> |



CalTRUST
 PO Box 2709
 Granite Bay, CA 95746
 www.caltrust.org
 Email: admin@caltrust.org
 Fax: 402-963-9094
 Phone: 833-CALTRUST (225-8787)

Investment Account Summary

12/01/2023 through 12/31/2023

SUMMARY OF INVESTMENTS

| Fund | Account Number | Total Shares Owned | Net Asset Value per Share on Dec 31 (\$) | Value on Dec 31 (\$) | Average Cost Amount (\$) | Cumulative Change in Value (\$) |
|---|----------------|--------------------|--|----------------------|--------------------------|---------------------------------|
| VALLEY SANITARY DISTRICT | [REDACTED] | | | | | |
| CalTRUST Medium Term Fund | [REDACTED] | 112,154.837 | 9.82 | 1,101,360.50 | 1,131,488.44 | (30,127.94) |
| Portfolios Total value as of 12/31/2023 | | | | 1,101,360.50 | | |

DETAIL OF TRANSACTION ACTIVITY

| Activity Description | Activity Date | Amount (\$) | Amount in Shares | Balance in Shares | Price per Share (\$) | Balance (\$) | Average Cost Amt (\$) | Realized Gain/(Loss) (\$) |
|---------------------------------|---------------|---------------------------------|------------------|-------------------|----------------------|--------------|----------------------------|---------------------------|
| | | VALLEY SANITARY DISTRICT | | | | | Account Number: [REDACTED] | |
| Beginning Balance | 12/01/2023 | | | 111,812.837 | 9.73 | 1,087,938.90 | | |
| Accrual Income Div Reinvestment | 12/29/2023 | 3,358.44 | 342.000 | 112,154.837 | 9.82 | 1,101,360.50 | 0.00 | 0.00 |
| Change in Value | | | | | | 10,063.16 | | |
| Closing Balance as of | Dec 31 | | | 112,154.837 | 9.82 | 1,101,360.50 | | |

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING
DECEMBER 31, 2023

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

There is no fiscal impact from this report.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The adopted operating and capital budget for the fiscal year 2023/24 includes \$19,897,685 in revenues and \$18,622,894 in operating expenditures.

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

Year-to-Date Summary

- As of December 31, 2023, the District has recorded \$20,542,213 in revenue. The revenues are

\$3,024,823, or 17.3% above the seasonal budget.

- As of December 31, 2023, the District has incurred \$7,563,267 in expenditures. The District's expenditures are \$1,748,180 or 18.8% under the FYTD straight-line budget.

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

| FUND | UNAUDITED FIND BALANCE AS OF 12/31/23 |
|---|--|
| OPERATING FUND (FUND 11) | \$19,809,986 |
| SPECIAL REVENUE FUND (FUND 11 AND FUND 6) | 1,102,133 |
| FIDUCIARY FUND (FUND 4) | 275,908 |
| CAPITAL IMPROVEMENT FUND (FUND 13) | 11,586,574 |
| RESTRICTED CIP FUND (FUND 12) | 25,918,770 |
| TOTAL | \$58,693,371 |

Recommendation

Approve the monthly financial report for the period ending December 31, 2023.

Attachments

[5.5 Attachment A Monthly Income Summary - December 2023.pdf](#)

[5.5 Attachment B Budget Variance Report.pdf](#)

[5.5 Attachment C Summary of Cash and Investments - December 2023.pdf](#)

Valley Sanitary District

Monthly Income Summary

December 2023 (UNAUDITED)

| | <u>Current Month</u> | <u>Fiscal YTD</u> | <u>Annual Projection</u> | <u>% Received</u> | <u>Balance</u> |
|---------------------------------|----------------------|---------------------|--------------------------|-------------------|--------------------|
| Revenues | | | | | |
| Sewer Service Chgs-Current | \$73,057 | \$18,552,377 | \$17,066,857 | 109 % | (\$1,485,520) |
| Sewer Service Chgs-Penalties | \$0 | \$1,103 | \$0 | 0 % | (\$1,103) |
| Permit & Inspection Fees | \$160 | \$11,415 | \$20,817 | 55 % | \$9,402 |
| Saddles/Disconnect Fees | \$0 | \$160 | \$243 | 66 % | \$83 |
| Plan Check Fees | \$450 | \$4,050 | \$8,800 | 46 % | \$4,750 |
| Other Services | \$330 | \$1,120 | \$1,568 | 71 % | \$448 |
| Sale of Surplus Property | \$0 | \$0 | \$21,274 | 0 % | \$21,274 |
| Taxes - Current Secured | \$268,790 | \$268,790 | \$615,751 | 44 % | \$346,961 |
| Taxes - Current Unsecured | \$975 | \$42,893 | \$37,592 | 114 % | (\$5,301) |
| Taxes - Prior Secured | \$0 | \$0 | \$8,168 | 0 % | \$8,168 |
| Supple Prop. Taxes - Current | \$0 | \$130 | \$14,478 | 1 % | \$14,348 |
| Supple Prop. Taxes - Prior | \$0 | \$0 | \$8,653 | 0 % | \$8,653 |
| Homeowners Tax Relief | \$1,005 | \$1,005 | \$3,552 | 28 % | \$2,547 |
| Interest Income | \$3,358 | \$310,554 | \$419,905 | 74 % | \$109,351 |
| Unrealized gains (losses) | \$10,063 | \$15,661 | \$0 | 0 % | (\$15,661) |
| Rebate Income | \$0 | \$0 | \$2,278 | 0 % | \$2,278 |
| Non-Operating Revenues - Fnd 11 | \$14,938 | \$29,722 | \$28,876 | 103 % | (\$846) |
| Interest Income | \$0 | \$699,462 | \$622,164 | 112 % | (\$77,298) |
| Connection Fees | \$0 | \$308,121 | \$767,790 | 40 % | \$459,670 |
| Interest Income | \$0 | \$295,650 | \$248,919 | 119 % | (\$46,731) |
| Total Revenues | \$373,128 | \$20,542,213 | \$19,897,685 | 103 % | (\$644,528) |

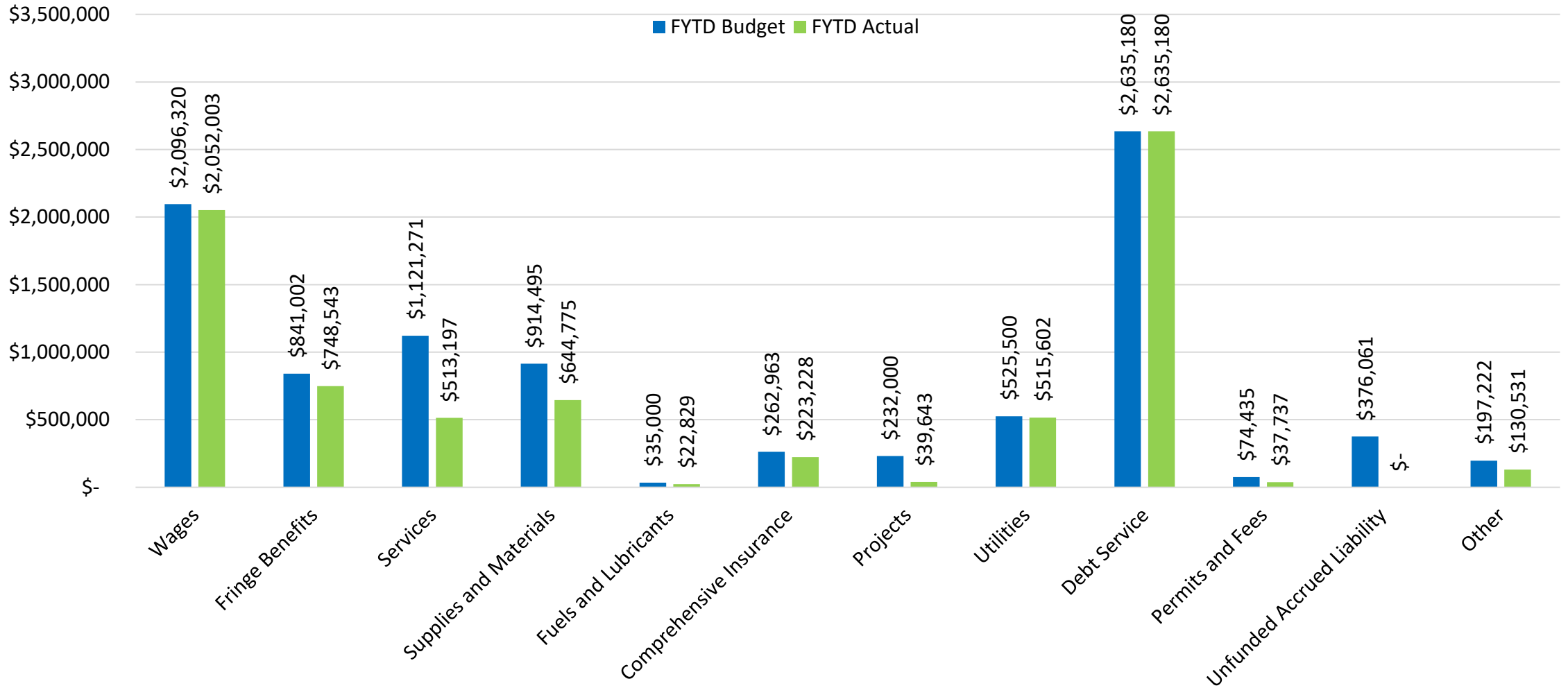
Valley Sanitary District
Budget Variance Report
December 2023

| Description | FY24
Total Budget | Current Month | | | Fiscal Year to Date | | | |
|--|----------------------|------------------|------------------|----------------------------|---------------------|--------------------|----------------------------|-------------------------|
| | | Actual | Budget | Favorable
(Unfavorable) | FYTD Actual | FY24
YTD Budget | Favorable
(Unfavorable) | Percentage
Remaining |
| Revenues: | | | | | | | | |
| Operating Revenue | 17,887,349 | 73,997 | 86,395 | (12,398) | 18,878,345 | 16,512,223 | 2,366,123 | -5.5% |
| Non-Operating Revenue | 2,010,336 | 299,131 | 167,528 | 131,603 | 1,663,868 | 1,005,168 | 658,700 | 17.2% |
| Total Operating Revenue | 19,897,685 | 373,128 | 253,923 | 119,205 | 20,542,213 | 17,517,391 | 3,024,823 | -3.2% |
| Operating Expenses: | | | | | | | | |
| Salaries And Wages | 3,934,350 | 464,653 | 327,863 | (136,791) | 1,956,449 | 1,967,175 | 10,726 | 50.3% |
| Director Fee/Payroll Tax-Board | 113,400 | 3,900 | 9,450 | 5,550 | 22,500 | 56,700 | 34,200 | 80.2% |
| Bonus, Awards, Recertification | 10,450 | 2,900 | 871 | (2,029) | 13,511 | 5,225 | (8,286) | -29.3% |
| Overtime | 42,100 | 1,812 | 3,508 | 1,696 | 14,838 | 21,050 | 6,212 | 64.8% |
| Callout | 25,000 | 1,617 | 2,083 | 466 | 11,474 | 12,500 | 1,026 | 54.1% |
| Standby Pay | 67,339 | 7,857 | 5,612 | (2,245) | 33,231 | 33,670 | 438 | 50.7% |
| Longevity | 46,700 | 5,262 | 3,892 | (1,370) | 22,708 | 23,350 | 642 | 51.4% |
| Retirement Contributions | 430,527 | 45,687 | 35,877 | (9,809) | 201,819 | 215,264 | 13,444 | 53.1% |
| Fica And Medicare | 381,004 | 38,242 | 31,750 | (6,491) | 153,242 | 190,502 | 37,260 | 59.8% |
| Unemployment Payments | - | - | - | - | - | - | - | - |
| Life Insurance | 8,580 | 701 | 715 | 14 | 4,162 | 4,290 | 128 | 51.5% |
| Health Insurance | 738,840 | 55,066 | 61,570 | 6,504 | 331,895 | 369,420 | 37,525 | 55.1% |
| Dental Insurance | 55,380 | 4,107 | 4,615 | 508 | 24,814 | 27,690 | 2,876 | 55.2% |
| Vision Insurance | 8,601 | 642 | 717 | 74 | 3,878 | 4,301 | 422 | 54.9% |
| Long Term Disability | 12,372 | 1,016 | 1,031 | 15 | 6,024 | 6,186 | 162 | 51.3% |
| Accounting Services-Admin | 81,761 | 3,387 | 6,813 | 3,427 | 46,761 | 40,881 | (5,881) | 42.8% |
| Certifications | 23,720 | 196 | 1,977 | 1,781 | 3,019 | 11,860 | 8,841 | 87.3% |
| Chemicals | 700,000 | 34,066 | 58,333 | 24,268 | 297,021 | 350,000 | 52,979 | 57.6% |
| Comprehensive Insurance | 437,563 | 30,822 | 36,464 | 5,642 | 179,592 | 218,782 | 39,189 | 59.0% |
| Conferences/ Meetings | 210,455 | 7,044 | 17,538 | 10,494 | 68,011 | 105,228 | 37,216 | 67.7% |
| Contracts | 1,763,359 | 56,025 | 146,947 | 90,922 | 349,080 | 881,680 | 532,599 | 80.2% |
| County Expense | 23,100 | 678 | 1,925 | 1,247 | 708 | 11,550 | 10,842 | 96.9% |
| Covid-19 Supplies | 11,000 | - | 917 | 917 | 381 | 5,500 | 5,119 | 96.5% |
| Electric | 969,000 | 93,820 | 80,750 | (13,070) | 487,904 | 484,500 | (3,404) | 49.6% |
| Gas, Oil & Fuel | 70,000 | - | 5,833 | 5,833 | 22,829 | 35,000 | 12,171 | 67.4% |
| Grit & Screening Removal | 44,000 | 2,730 | 3,667 | 937 | 15,145 | 22,000 | 6,855 | 65.6% |
| Legal Services | 85,000 | 4,538 | 7,083 | 2,546 | 33,323 | 42,500 | 9,178 | 60.8% |
| Debt Service | 5,270,359 | 439,197 | 439,197 | - | 2,635,180 | 2,635,180 | - | 50.0% |
| Medical Services | 3,843 | 115 | 320 | 205 | 3,622 | 1,922 | (1,701) | 5.7% |
| Memberships | 65,268 | 2,650 | 5,439 | 2,789 | 27,133 | 32,634 | 5,501 | 58.4% |
| Misc. Professional Services | 138,483 | 3,825 | 11,540 | 7,716 | 44,121 | 69,242 | 25,120 | 68.1% |
| Natural Gas | 8,000 | 592 | 667 | 75 | 1,680 | 4,000 | 2,320 | 79.0% |
| Office Supplies | 26,500 | 623 | 2,208 | 1,585 | 7,182 | 13,250 | 6,068 | 72.9% |
| Opeb Contribution | 82,119 | 1,057 | 6,843 | 5,786 | 7,042 | 41,060 | 34,018 | 91.4% |
| Other Expenses | 83,000 | 3,610 | 6,917 | 3,307 | 29,367 | 41,500 | 12,133 | 64.6% |
| Permits & Fees | 125,770 | 10,162 | 10,481 | 319 | 37,030 | 62,885 | 25,855 | 70.6% |
| Projects | 464,000 | - | 38,667 | 38,667 | 39,643 | 232,000 | 192,357 | 91.5% |
| Publications | 3,500 | 21 | 292 | 271 | 968 | 1,750 | 782 | 72.3% |
| Repairs & Maintenance | 699,170 | 23,023 | 58,264 | 35,241 | 240,233 | 349,585 | 109,352 | 65.6% |
| Research & Monitoring | 101,500 | 2,179 | 8,458 | 6,279 | 19,558 | 50,750 | 31,192 | 80.7% |
| Supplies | 262,820 | 8,201 | 21,902 | 13,700 | 76,119 | 131,410 | 55,291 | 71.0% |
| Telephone/Internet | 37,934 | 1,337 | 3,161 | 1,824 | 17,628 | 18,967 | 1,339 | 53.5% |
| Tools & Equipment | 28,000 | 1,098 | 2,333 | 1,236 | 4,283 | 14,000 | 9,717 | 84.7% |
| Tuition Reimbursement | 12,000 | - | 1,000 | 1,000 | 3,000 | 6,000 | 3,000 | 75.0% |
| Uniform Services | 46,543 | 1,163 | 3,879 | 2,715 | 10,650 | 23,272 | 12,621 | 77.1% |
| Unfunded Accrued Liability | 752,121 | - | 62,677 | 62,677 | - | 376,061 | 376,061 | 100.0% |
| Water | 30,000 | 1,547 | 2,500 | 953 | 10,873 | 15,000 | 4,127 | 63.8% |
| Workers Compensation | 88,363 | 10,145 | 7,364 | (2,782) | 43,636 | 44,182 | 545 | 50.6% |
| Total Operating Expenses (Before Depreciation) | 18,622,894 | 1,377,311 | 1,551,908 | 174,597 | 7,563,267 | 9,311,447 | 1,748,180 | 59.4% |
| Operating Expenses in Excess of Operating Revenue | | | | (1,004,183) | | | | 12,978,946 |

Valley Sanitary District
Budget Variance Report
December 2023

| Description | FY24
Total Budget | Current Month | | | Fiscal Year to Date | | | |
|---|----------------------|--------------------|------------------|----------------------------|---------------------|--------------------|----------------------------|-------------------------|
| | | Actual | Budget | Favorable
(Unfavorable) | FYTD Actual | FY24
YTD Budget | Favorable
(Unfavorable) | Percentage
Remaining |
| Operating Expenses: | | | | | | | | |
| Wages | 4,192,639 | 482,739 | 349,387 | (133,353) | 2,052,003 | 2,096,320 | 44,316 | 51.1% |
| Fringe Benefits | 1,682,004 | 150,723 | 140,167 | (10,556) | 748,543 | 841,002 | 92,459 | 55.5% |
| Services | 2,242,542 | 71,467 | 186,879 | 115,412 | 513,197 | 1,121,271 | 608,074 | 77.1% |
| Supplies and Materials | 1,828,990 | 69,190 | 152,416 | 83,226 | 644,775 | 914,495 | 269,720 | 64.7% |
| Fuels and Lubricants | 70,000 | - | 5,833 | 5,833 | 22,829 | 35,000 | 12,171 | 67.4% |
| Comprehensive Insurance | 525,926 | 40,967 | 43,827 | 2,860 | 223,228 | 262,963 | 39,735 | 57.6% |
| Projects | 464,000 | - | 38,667 | 38,667 | 39,643 | 232,000 | 192,357 | 91.5% |
| Utilities | 1,051,000 | 98,689 | 87,583 | (11,106) | 515,602 | 525,500 | 9,898 | 50.9% |
| Debt Service | 5,270,359 | 439,197 | 439,197 | - | 2,635,180 | 2,635,180 | - | 50.0% |
| Permits and Fees | 148,870 | 10,839 | 12,406 | 1,567 | 37,737 | 74,435 | 36,698 | 74.7% |
| Unfunded Accrued Liability | 752,121 | - | 62,677 | 62,677 | - | 376,061 | 376,061 | 100.0% |
| Other | 394,443 | 13,500 | 32,870 | 19,370 | 130,531 | 197,222 | 66,691 | 66.9% |
| Total Operating Expenses (Before Depreciation) | 18,622,894 | 1,377,311 | 1,551,908 | 174,597 | 7,563,267 | 9,311,447 | 1,748,180 | 59.4% |
| Revenues: | | | | | | | | |
| Operating Revenue | 17,887,349 | 73,997 | 86,395 | (12,398) | 18,878,345 | 16,512,223 | 2,366,123 | -5.5% |
| Non-Operating Revenue | 2,010,336 | 299,131 | 167,528 | 131,603 | 1,663,868 | 1,005,168 | 658,700 | 17.2% |
| Total Revenue | 19,897,685 | 373,128 | 253,923 | 119,205 | 20,542,213 | 17,517,391 | 3,024,823 | -3.2% |
| Net Operating Gain (Loss) | | (1,004,183) | | | 12,978,946 | | | |

Fiscal Year to Date Budget vs. Fiscal Year to Date Actual December 2023



SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 12/01/2023 TO 12/31/2023 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

| | |
|--|--------------------------|
| LAIF Fund 4 - Agency Fund | |
| Beginning Balance (Fund 4) | 275,908 |
| Net Transfer from (to) Fund 11 | 0 |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 04 Ending Balance | <u>275,908</u> |
| | |
| LAIF Fund 6 - Wastewater Revenue Refunding Bonds | |
| Beginning Balance (Fund 6) | 773 |
| Net Transfer from (to) Fund 11 | 0 |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 06 Ending Balance | <u>773</u> |
| | |
| LAIF Fund 10 - Recycled Water Project | |
| Beginning Balance (Fund 10) | 0 |
| Net Transfer from (to) Fund 11 | 0 |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 10 Ending Balance | <u>0</u> |
| | |
| LAIF Fund 11 - Operating Fund | |
| Beginning Balance (Fund 11) | 19,588,797 |
| Net Transfer from (to) Fund 04 | 0 |
| Net Transfer from (to) Fund 06 | 0 |
| Net Transfer from (to) Fund 12 | 631,815 |
| Net Transfer from (to) Fund 13 | 0 |
| Fund Transfer from (to) LAIF - WF | (2,500,000) |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 11 Ending Balance | <u>17,720,612</u> |
| | |
| LAIF Fund 12 - Reserve Fund | |
| Beginning Balance (Fund 12) | 26,550,585 |
| Net Transfer from (to) Fund 11 | (631,815) |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 12 Ending Balance | <u>25,918,770</u> |
| | |
| LAIF Fund 13 - Capital Improvement Fund | |
| Beginning Balance | 11,586,574 |
| Connection Fees | 0 |
| (Disbursements) or Reimbursements | 0 |
| Net Transfer from (to) Fund 11 | 0 |
| Fair Value Factor for quarter ending 06/30/2023 | 0 |
| Interest (Pd quarterly - Int. Rate 3.59%) | 0 |
| Fund 13 Ending Balance | <u>11,586,574</u> |
| TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13 | <u>55,502,637</u> |

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

| | |
|------------------------------------|-------------------------|
| Beginning Balance | 2,054,617 |
| Deposits | 434,986 |
| Fund Transfer from (to) LAIF (net) | 2,500,000 |
| Disbursements and Payroll | (2,900,229) |
| Wells Fargo Ending Balance | <u>2,089,374</u> |

CALTRUST - FUND 11

| | |
|--------------------------------|-------------------------|
| Beginning Balance | 1,087,939 |
| Interest Income | 3,358 |
| Unrealized Gain / <Loss> | 10,063 |
| CalTRUST Ending Balance | <u>1,101,360</u> |

| | |
|--|--------------------------|
| TOTAL WELLS FARGO AND CALTRUST CHECKING | <u>3,190,734</u> |
| TOTAL CASH AND INVESTMENTS | <u>58,693,371</u> |

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

DATE: January 23, 2024
TO: Board of Directors
FROM: Matthew Pittelli, Electrical and Instrumentation Technician 1
SUBJECT: AUTHORIZE THE ELECTRICAL INSTALLATION FOR GENERATOR #1 HEADWORKS

Suggested Action

Approve

Strategic Plan Compliance

GOAL 3: Excellent Facilities

Fiscal Impact

The fiscal impact of this item is \$130,392 and is included in the FY23/24 Capital Improvement Project Fund #21-0001.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

Generator #1, a natural gas fired unit, was originally installed in 1965, and taken out of service in 2015. In October 2022, The Board of Directors approved the purchase of a diesel-powered generator to replace Generator #1. Due to supply chain issues, the estimated delivery date of the generator is March 2024. In preparation for arrival of the generator, staff requested quotes from four electrical contractors to install and connect the new unit to our existing system. Two proposals were received, and two contractors were non-responsive. Staff reviewed the proposals and determined that AG Engineering was the most cost-effective and comprehensive proposal at \$119,900. Staff has included a contingency of 8.75% for sales tax related to materials purchased as part. This brings the total project cost to a not exceed amount of \$130,392. The cost of the generator installation is included in the FY23/24 Capital Budget.

Recommendation

Staff recommends that the Board of Directors authorize AG Engineering, Inc. to install Generator #1

Headworks for an amount not to exceed \$130,392.

Attachments

[A G Engineering Inc. Quote.pdf](#)

[Contractor fail to bid.pdf](#)

[Herman and Charles Inc. Quote.pdf](#)



AG ENGINEERING, INC. Standby Power Service

8647 Helms Avenue,
Rancho Cucamonga, CA 91730
State License 578984

(909) 944-8504
info@agengineeringinc.com

(909) 944-9794 Fax
www.agengineeringinc.com

Valley Sanitary District
45500 Van Buren St.
Indio, CA 92201
Attn: Tine Tijerina – Facilities Maintenance Supervisor

December 5, 2023

Subject: Installation of New Generator & Switch Gear.

Tino,

The following is a AG ENGINEERING cost proposal to install one 500 KW generator and new switch gear at the location at 4550 Van Buren St., Indio, CA

Scope of work

- 1- Engineer and design new concrete pad for 500 KW generator
- 2- Engineer and design new electrical switch gear pad
- 3- Dig and remove all dirt for new generator pad and electrical switch gear pad
- 4- Trench from generator pad stub up area to existing concrete vault & to Electrical pad
- 5- Dig a 4 ft. opening by vault to core vault wall for new conduit entry.
- 6- Install all underground conduits from the existing electrical vault to generator. & electrical pad.
- 7- Construct and install forms and rebar both in generator pad and switchgear pad
- 8- Schedule delivery of concrete and construct new pads
- 9- Schedule delivery of new Generator and switch gear install in place as needed
- 10- Supply and install 800 amp breaker with a 3/R outdoor enclosure by ATS
- 11- Pull in new cables from generator to switch gear & switch gear to electrical vault
- 12- Intercept existing cable leads in electrical vault and re-divert to switch gear
- 13- Connect new cable in electrical vault to existing 800 amp panel
- 14- Remove old ATS from existing switch gear replace with new cable breaker to buss.
- 15- Prepare & submit AQMD application and initial application fee. Fee is based on no schools within a 1000ft and or within 50 meters of a sensitive receptor at job location.

Total cost includes all labor & Material \$119,900.00
One Hundred Nineteen Thousand Nine Hundred dollars.

Note-1

- 1 - generator and switchgear provided by Quinn Company
- 2 - switchgear to be outdoor rated Nema 3/R
- 3 - all Diesel fuel for new generator in base fuel tank is not included
- 4 - No Plans are provided in the quote.
- 5 - Start up by Quinn Company

Note -2 Adders

- 1- If Job requires City Permits which will require structural Cal's and architect engineer plans, please add \$12,000 to the above cost. Twelve Thousand dollars.

Quoted by: Al Gutierrez

Matt Pittelli

1-3-24

I have reached out to Big Bear Electric and Southern Electric multiple times for a bid to install Generator 1. After not receiving any response, I talked with my supervisor we decided to take this as a no bid and move forward with the current bids received from AG Engineering and Herman and Charles Inc.



HERMAN AND CHARLES INC.

**Herman and Charles Inc.
461 E. Redlands Blvd
San Bernardino, CA 92408
C-10 1086284
charlie@hermancharles.com**

**Nov 20th, 2023
Proposal No. 23-1777**

Attention: Estimating Department
Reference: Valley Sanitation District
Job Description-Gasoline,Diesel fuel station

Thank you for the opportunity to bid the electrical and instrumentation construction of the above referenced project. Herman & Charles Inc (HC) will provide the necessary labor, materials, tools and equipment to complete the electrical and instrumentation work per the Bid Documents listed below.

| | | |
|---------------------|---|----------------------|
| Bid Items: | 01 – Description Gasoline fuel station | \$ 26,000.00 |
| | 02 – Description Diesel fuel station | \$ 32,000.00 |
| | 03 – Description Generator pad,ATS | \$257,980.00 |
| Total Price: | | \$ 315,980.00 |

Bid Documents:

Addendums: 1, 2, 3

Reference Drawings:

Electrical drawings E-1 thru E-2, Instrumentation drawings A-1 thru A-4,T-1,T-2

Reference Specifications: None

1) Scope of Work to Furnish and Install: Gasoline fuel station

- a. All above and below ground raceways, wiring and supports as shown on plans.
- b. Grounding systems, including ground rods, wells and cable as shown on plans.

- c. Sawcut conduit path and replace in sidewalk as discussed.
- d. 2-1inch Emt conduits approx. 150ft to be ran out of back and under eve on exterior of existing building.
- e. Existing e-stop and conduit to be reused.
- f. Conduit Emt will be used on building, transitioned to pvc underground, transitioned to grc at tank.
- g. EYS(vapor seal offs to used at stub ups).
- h. Seal tight flex will be used at device.

2) Scope of Work to Furnish and Install: Diesel fuel station

- a. All above and below ground raceways, wiring and supports as shown on plans.
- b. Grounding systems, including ground rods, wells and cable as shown on plans.
- c. Trench approximately 100ft, 2ft deep as discussed for sation to pullbox
- d. Core 3 holes for 1inch conduit into pull box.
- e. Backfill with native soil
- f. Install qty-3 1-inch pvc conduits, 1-to light pole foe e-stop, 2-Diesel tank.
- g. Pull out existing cable to elec bldg., to pull in new 120v circuits.
- h. Pot hole for new trench.

3) Scope for genset pad ats

- a. Design, engineer ,Install genset pad
- b. Excavate, level out for generator pad.
- c. Excavate for duct bank to vault.
- e. core holes for new conduits.
- f. Insatll owner supplied equipment.
- g. Install conductors, demo exist ats
- h. Crane generator, and anchor
- i. Provide back up genset as discussed with Matthew.

General Inclusions:

- 1. Product Start Up Services
- 2. Pre-Submittal Conference
- 3. Submittals
- 4. Operations and Maintenance Manuals
- 5. Spare Parts
- 6. Trash will be deposited into a container provided by the general contractor.
- 7. All work, except for shutdowns, are to be performed during regular business hours Monday through Friday.
- 8. Sales tax is included.

Exclusions & Clarifications:

1. Pole Bases, Bollards, Railings, Trench Plates and Shoring for Retaining Walls.
2. Grouting of walls, floors, equipment stands, support
3. All valves and valve actuators. Excludes setting valve limits.
4. Cathodic Protection and Cathodic testing in its entirety
5. Bid Bond
6. Any and all Traffic Control and Job Site Security
7. Electrical permits, Utilities Costs and associated fees. Excludes costs related to payment management software systems
8. Electrical, Mechanical and Structural Engineering(except generator slab)
9. Scaffolding or temporary platforms
10. Electrical connections for any bypass pumping by others
11. Temporary Fencing, Barricades, and Removal of Soil Spoils from the Site
12. Temp Construction Power. Excludes all temporary power for all uses.
13. Surveying
14. Dewatering, Dust Control & Street Sweeping
15. Grading and structural excavation.
16. Grubbing of vegetation, tree removal, abatement, irrigations systems, and landscaping in its entirety.
17. Portable toilets / Wash stations
18. All Valves, Pumps, Motors, Pipe Fitting, Welding, and Weld-o-lets (Welded Couplings) in their entirety.
19. All welded supports for lighting and equipment.
20. Hazardous Materials Related Work & Abatement.
21. Shaker plates
22. Off hours and/or overtime
23. Any liability or expense from any/all Unmarked Utilities being damaged
24. Any Damage caused by other trades (Repairs will be back charged to responsible party)
25. Asphalt Replacement
26. Construction water meters and fees
27. Consequential Damages and "Other" Damages
28. Demolition of existing structures and building
29. Engineering and calculations of any kind
30. Fees and Permits Associated
31. GPR / Utility location services
32. Haul off of Spoils or Import of Soils
33. Removing Soils Generated by other trades
34. Insurance – excludes flood, earthquake, and builders risk insurance
35. Lands, Walkway & Layout
36. No handling of asbestos or removal, No Hazmat Removal
37. Preconstruction Video
38. Wet or Pressure testing
39. Coring penetrations
40. Fire caulking, Painting or Coatings
41. SWPPP – Storm Water Pollution Prevention Plan
42. Coordination with local utilities for power with telephone.

This bid remains in effect for sixty (60) calendar days unless otherwise specified.

All Herman & Charles Inc electricians are licensed by the State of California and are OSHA 10 or 30 or MSHA Certified.

Please do not hesitate to call me if you have any questions or concerns, or if you need more clarifications on our scope of work.

Thank you,



Charlie Cox

Business Development

Herman Charles Inc

charlie@hermancharles.com

1-951-255-3271

HERMAN AND CHARLES INC.

License C-10: 1086284

Expiration Date: 01/31/2024

DIR/PW: 1000859957

Expiration Date: 06/30/2023

SB/DBE: 2027055

Expiration Date: 02/29/2024



Valley Sanitary District

DATE: January 23, 2024

TO: Board of Directors

FROM: Jeanette Juarez, Chief Administrative Officer and Ron Buchwald,
District Engineer

SUBJECT: REVIEW MID-YEAR BUDGET REPORT FOR THE FISCAL YEAR
2023/24

Suggested Action

Review

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

There is no fiscal impact to this report.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The Mid-Year Budget report provides the Board of Directors the opportunity to examine the District's revenue and expenditures Year-to-Date as of December 31, 2023. The adopted operating and capital budget for the fiscal year 2023/24 includes \$19,897,685 in revenues and \$18,622,894 in operating expenditures.

Operating Budget Year-to-Date Summary

- As of December 31, 2023, the District has recorded \$20,542,213 in revenue. The revenues are \$3,024,823, or 17.3% above the seasonal budget.
- As of December 31, 2023, the District has incurred \$7,563,267 in expenditures. The District's expenditures are \$1,748,180 or 18.8% under the FYTD straight-line budget.

Using year-to-date data, revenues are expected to be \$1,639,253 or 8.2% over budget for the fiscal year. The additional revenue is attributed to higher-than-projected sewer rate revenue. The District is in the third year of the adopted rate increase. There was higher than anticipated water consumption

that increased the revenue totals.

The expenditures are estimated to come in at \$2,365,462 or 12.7% under budget for the fiscal year. The savings in expenditures are mainly attributed to no payment required for the CalPERS Unfunded Accrued Liability (UAL) for the fiscal year 2023/24. The District approved a new fresh start five-year plan that will commence in the fiscal year 2024/25. Also, there will not be a contribution payment required in the fiscal year 2023/24 to the East Valley Reclamation Authority (EVRA). Additionally, there have been savings in contracted services due to non-renewal and services not rendered. The savings in supplies and materials are due to savings in operational maintenance and repairs. Attached to this report is a budget variance comparison table and graph (Attachment A).

Budget Adjustments

The table below depicts the requested budget adjustment appropriations needed to balance accounts. Budget savings will be used to cover needed budget adjustments.

| Line Item | YTD Actual | YTD Budget | YTD Variance | FY24 Budget | FY24 Projection | Projected Variance | Budget Adjustment |
|-------------------------|------------|------------|--------------|-------------|-----------------|--------------------|-------------------|
| OTHER EMPLOYEE BENEFITS | 13,511 | 5,225 | (8,286) | 10,450 | 20,506 | (10,056) | 8,400 |
| ELECTRICITY | 587,904 | 484,500 | (3,404) | 969,000 | 975,807 | (6,807) | 10,000 |
| MEDICAL SERVICES | 3,622 | 1,922 | (1,701) | 3,843 | 7,245 | (3,402) | 1,000 |

Capital Improvement Plan Budget Year-to-Date Summary

As of December 31, 2023, the District had \$543,978 in unbudgeted expenses to the CIP budget. These expenses were due to emergency repairs to the Westward Ho Siphon, emergency repairs to the Requa Street subsidence, as well as several emergency repairs to pumps at the Treatment Plant. Currently, if all planned CIP projects are completed by the end of the fiscal year, the CIP Budget will go over by \$185,284. It is very unlikely that all planned projects will be completed by the fiscal year-end. Therefore, a budget adjustment is not needed. Staff has also selected a couple of projects that can be postponed if we continue to experience emergency/unbudgeted repairs. Please refer to Attachment B Mid-year and anticipated CIP Budget spreadsheet.

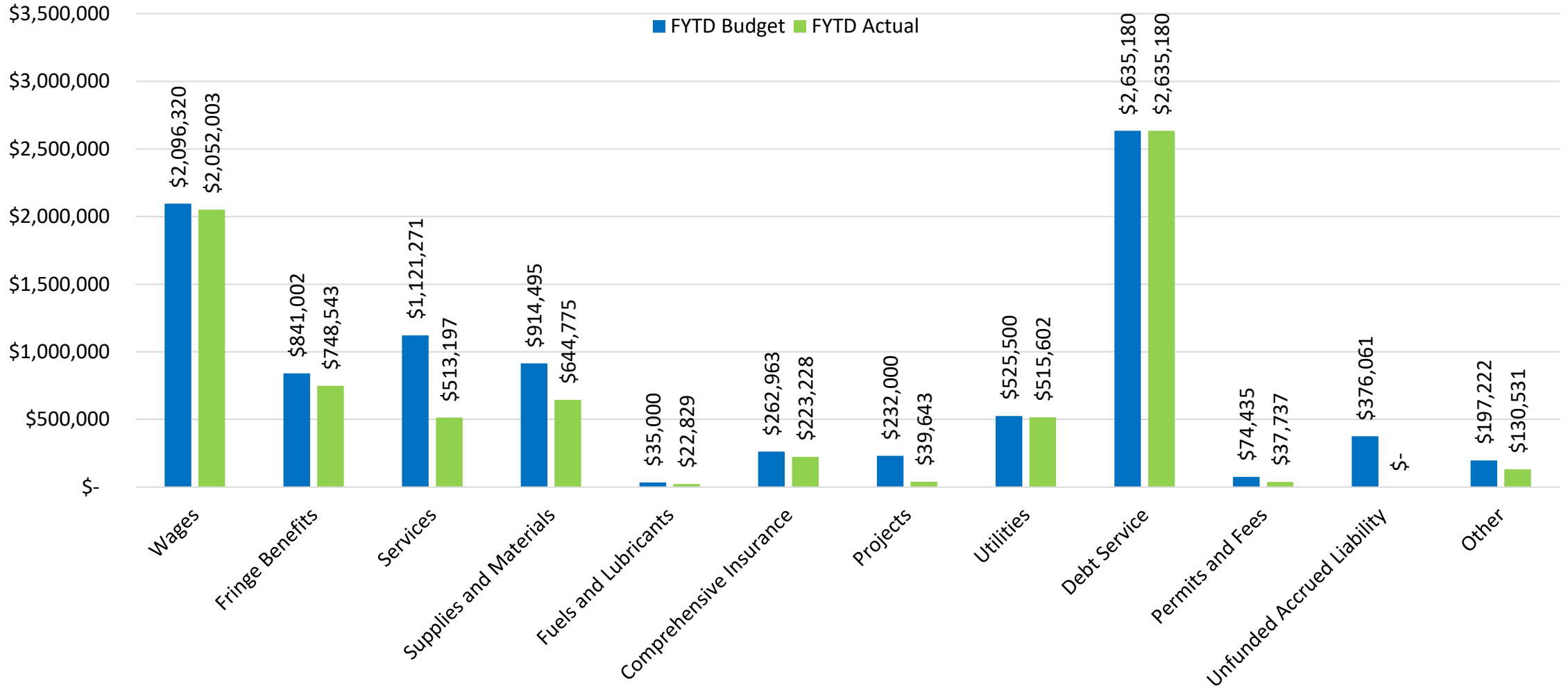
Recommendation

Review the mid-year budget report for Fiscal Year 2023/24.

Attachments

- [6.2 Attachment A Budget Variance Graph.pdf](#)
- [6.2 Attachment B CIP Budget Review.xlsx](#)

Fiscal Year to Date Budget vs. Fiscal Year to Date Actual December 2023



| Project Description | FY 2023/24
Approved
Budget | Amount
spent this
fiscal year
(11/30) | Amount
Encumbered | Anticipated
Budget at
Fiscal Year
End | Can Project
be
Postponed
Y/N |
|--|----------------------------------|--|----------------------|--|---------------------------------------|
| PLANT FACILITY | | | | | |
| Laboratory Information Management System (LIMS) | 70,000 | 50,119 | 19,800 | 70,000 | Near complete |
| Bathroom Upgrade to Include Shower | 100,000 | - | - | 100,000 | No |
| Water Reclamation Facility Master Plan | 400,000 | - | - | 400,000 | No |
| Repairs to Primary Clarifiers (2) | 130,000 | - | 125,456 | 125,456 | No |
| Electrical Control Panel Replacements Blower Bldng | 120,000 | - | 120,000 | 120,000 | No |
| Vehicle & Major Equipment Replacement Fund | 1,634,000 | 1,527,219 | 133,000 | 1,660,000 | Partially |
| Amonia / Nitrification Process Upgrade | 100,000 | - | - | 100,000 | Yes |
| Plant Instrumentation Upgrade | 100,000 | - | - | 100,000 | Yes |
| Concrete Repairs to ASP Plant | 100,000 | - | - | 100,000 | Yes |
| Trimax PLC Upgrades SCADA | 70,000 | - | 70,000 | 70,000 | No |
| Upgrade District Security Cameras | 100,000 | - | - | 100,000 | Yes |
| Steel Waterline Replacement - Phase 2 | 450,000 | 308,323 | 308,323 | 308,323 | Completed |
| Turblex Blowers Maintenance and Repairs | 100,000 | 60,212 | 60,212 | 60,212 | Completed |
| Recycled Water Use Plan | 667,000 | - | 250,000 | 500,000 | No |
| Unbudgeted Expenses | - | 85,835 | 110,835 | 110,835 | Completed |
| SUBTOTAL - PLANT | \$ 4,141,000 | \$ 2,031,708 | \$ 1,197,626 | \$ 3,924,826 | |
| SEWAGE COLLECTION | | | | | |
| Lateral Grant Program | \$ 50,000 | \$ - | \$ - | \$ 10,000 | Partially |
| Sewer Main Rehabilitation or Replacement Projects | 2,200,000 | 1,908,420 | 299,900 | 2,208,315 | No |
| Sewer Repairs and/or Rehabilitation | 120,000 | - | 40,000 | 120,000 | Partially |
| Unbudgeted Expenses | - | 428,143 | 433,143 | 433,143 | Completed |
| SUBTOTAL - COLLECTIONS | \$ 2,370,000 | \$ 2,336,563 | \$ 773,043 | \$ 2,771,458 | |
| CONTINGENCY | \$ 100,000 | \$ - | \$ - | \$ 100,000 | No |
| TOTAL | \$ 6,611,000 | \$ 4,368,271 | \$ 1,970,669 | \$ 6,796,284 | |

Remaining Fund 12 Budget

\$ (185,284)

Notes

In process

In process

In process

Mostly complete

Postpone?

In process

Postpone?

State Grant Required

Will probably use less than 10K.

Only needed for emergency repairs

1st cost Berm. 2nd Cost Requa repair

To be used for unforeseen CIP costs



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: RESOLUTION NO. 2024-1188 STATE OF CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (Cal OES) UNIVERSAL RESOLUTION DESIGNATION OF APPLICANTS.

Suggested Action

Approve.

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

The approval of this item will ensure that Valley Sanitary District can receive funding from Cal OES for qualifying events.

Environmental Review

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

Background

The State of California Governor's Office of Emergency Services (Cal OES) requires a resolution from the Board of Directors authorizing the General Manager or designee to file applications with Cal OES for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/state financial assistance under the California Disaster Assistance Act.

This is a universal resolution and is effective for all open and future disasters out to three (3) years following the date of approval.

Recommendation

Approve Resolution No. 2024-1188, which grants authorization to the General Manager or designee to file and execute the required documentation to apply for federal assistance and obtain funds.

Attachments

[6.3 Attachment A CalOES 130 - Universal Disaster Resolution 2024.pdf](#)

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this _____ day of _____, 20 _____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20 _____.

(Signature)

(Title)



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jason Dafforn, General Manager
SUBJECT: AUTHORIZE GENERAL MANAGER TO NEGOTIATE AND EXECUTE
PROPERTY LEASE AGREEMENT

Suggested Action

Approve.

Strategic Plan Compliance

GOAL 3: Excellent Facilities

Fiscal Impact

There is no fiscal impact associated with this report.

Environmental Review

This does not qualify as a project for the purposes of CEQA.

Background

Valley Sanitary District owns approximately 81 acres of land to be used for District’s sanitary treatment plant. Approximately 27 acres of land is available for temporary use until such time as the treatment plant requires expansion. The 27 acres is further broken down into a decommissioned 7-acre bird center or rehabilitation center with several existing structures available for use. The remaining 20 acres are currently a decommissioned wetlands treatment exhibit consisting of empty storage ponds. On November 2, 2023, the District solicited proposals for the lease/use of the 27 acres. On January 4, 2024, one proposal was received by the stipulated deadline. Staff has reviewed the proposal and will provide the Board with an overview and request authorization to enter into negotiations with the proposed tenant.

Recommendation

Authorize the General Manger to negotiate the terms and conditions of a Lease Agreement.

Attachments

[Property Lease Parcels 2023 RFP.pdf](#)



Source: Esri, Maxar, Earthstar Geographics, and t



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jason Dafforn, General Manager
SUBJECT: DISCUSS PUBLIC OUTREACH AND SPONSORSHIP OPPORTUNITY

Suggested Action

Discussion

Strategic Plan Compliance

GOAL 4: Increase Community Understanding and Support

Fiscal Impact

There is no fiscal impact associated with this report.

Environmental Review

This does not qualify as a project for the purposes of CEQA.

Background

The opportunity for Valley Sanitary District to both sponsor and participate in community activities exist within the Valley. These events provide excellent opportunities for the District to engage with the public and showcase the services provided by Valley Sanitary District. Staff will provide an overview of upcoming events that the District may want to support.

Recommendation

Review and discuss upcoming sponsorship opportunity and receive feedback from the Board.



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Jason Dafforn, General Manager
SUBJECT: DISCUSS BOARD OF DIRECTOR VACANCY

Suggested Action

Discussion

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

There is no fiscal impact associated with this report.

Environmental Review

This does not qualify as a project for the purposes of CEQA.

Background

Due to the recent vacancy of Ward A, the Board of Directors will discuss and provide direction to staff.

Recommendation

Discuss and provide direction to staff.



Valley Sanitary District

DATE: January 23, 2024
TO: Board of Directors
FROM: Holly Gould, Clerk of the Board
SUBJECT: DRAFT MINUTES OF THE COMMUNITY ENGAGEMENT COMMITTEE MEETING - JANUARY 16, 2024

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

There is no fiscal impact from this report.

Environmental Review

This does not qualify as a project for the purposes of CEQA.

Background

Attached are the draft minutes of the Community Engagement meeting held on January 16, 2024.

Recommendation

Staff recommends that the Board receive an update from the Community Engagement Committee members.

Attachments

[16 Jan 2024 Minutes.edited.pdf](#)

**VALLEY SANITARY DISTRICT
COMMUNITY ENGAGEMENT COMMITTEE
REGULAR MEETING MINUTES**
January 16, 2024

A meeting of the Valley Sanitary District (VSD) Community Engagement Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, January 16, 2024.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Chairperson Scott Sear, Committee Member Mike Duran

Staff Present:

Jason Dafforn, General Manager; and Holly Gould, Clerk of the Board

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT – None

5. DISCUSSION / ACTION ITEMS

5.1 Approve Minutes for November 21, 2023, Community Engagement Committee Meeting

Committee Member Duran motioned to approve the November 21, 2023, Community Engagement Committee Meeting minutes. Chairperson Sear seconded the motion. The motion carried unanimously.

5.2 Select a Committee Chairperson

Committee Member Mike Duran nominated Scott Sear as the Community Engagement Committee Chairperson for 2024.

5.3 Community Engagement Topics of Discussion

Jason Dafforn, General Manager, gave an update on the community engagement events. He stated that he attended the grant presentation for the City of Coachella, and the District was a Title Sponsor for the 75th Rotary Celebration. The District received excellent placement in the event brochure. The District hosted Shayra Hernandez from Congressman Ruiz's office for a

visit. The Committee reviewed the December Communication Summary and the February and March Social Media Schedule. The Committee discussed upcoming events, including the Desert Recreation Foundation's Bowling Tournament, the CASA Winter Conference, Indio High School tours, and the CASA DC Forum. Mr. Dafforn stated his first General Manager Quarterly Report will be emailed soon. He also informed the Committee of a possible tenet for the Wild Bird Center property. He will bring more information on this at the next board meeting. The Committee reviewed the fact sheets for the Recycled Water Project, Biosolids Conversion Project, Laboratory Building Project, and Training Building Project. These sheets will be utilized as public outreach materials. The Committee discussed the date for the 100-Year Celebration. The date with the least number of conflicts is Thursday, November 20, 2025. The planning budget for this event will be included in the Fiscal Year 2024/25 budget, and the event will be budgeted in the 2025/26 budget. Chairperson Sear stated that he would like to explore expanding the Community Engagement Committee to include legislative updates and efforts.

6. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:00 p.m. The next regular committee meeting will be on March 19, 2024.

Respectfully submitted,
Holly Gould, Clerk of the Board
Valley Sanitary District



Valley Sanitary District

DATE: January 23, 2024
TO: East Valley Reclamation Authority
FROM: Jasion Dafforn, General Manager
SUBJECT: UPDATE ON EAST VALLEY RECLAMATION AUTHORITY MEETING -
JANUARY 16, 2024

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 2: Increase Recycling, Reuse, and Sustainability

Fiscal Impact

There is no fiscal impact for this report.

Environmental Review

This does not qualify as a project for the purposes of CEQA.

Background

Attached are the draft minutes of the East Valley Reclamation Authority meeting held on January 16, 2024.

Recommendation

Staff recommends that the Board receive an update from the EVRA members.

Attachments

[16 Jan 2024 EVRA Minutes.edited.pdf](#)

UNOFFICIAL UNTIL APPROVED BY EAST VALLEY RECLAMATION AUTHORITY
EAST VALLEY RECLAMATION AUTHORITY
MEETING MINUTES
JANUARY 16, 2024

President Glenn Miller called to order the East Valley Reclamation Authority Meeting at 2:30 p.m. in the Valley Sanitary District Board Room at 45-500 Van Buren Street, Indio, California., on Tuesday, January 16, 2024.

1. CALL TO ORDER

2. ROLL CALL

Directors Present: President Glenn Miller (*City of Indio*)
Vice President Scott Sear (*Valley Sanitary District*)
Secretary Elaine Holmes (*City of Indio*)
Treasurer William Teague (*Valley Sanitary District*)

Staff Present: Jason Dafforn – General Manager, *Valley Sanitary District*
Reymundo Trejo – General Manager, *Indio Water Authority*
Holly Gould – EVRA Clerk of the Board, *Valley Sanitary District*
Ron Buchwald – District Engineer, *Valley Sanitary District*

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT – None.

5. CONSENT CALENDAR

5.1 Approve Meeting Minutes of August 15, 2023

It was moved by Treasurer Teague, seconded by Secretary Holmes, to **APPROVE** the Consent Calendar as submitted, 4-0.

6. ADMINISTRATIVE ITEMS

6.1 Election of Board Officers for Calendar Year 2024

Selection of East Valley Reclamation Authority Officers Nominations Results:

- President (Valley Sanitary District)- Scott Sear
- Vice President (City of Indio)- Elaine Holmes
- Secretary (City of Indio)- Glenn Miller
- Treasurer (Valley Sanitary District)- William Teague

6.2 Update on Recycled Water Master Plan

Jason Dafforn, General Manager Valley Sanitary District (VSD), gave a presentation on the final draft of the Comprehensive Recycled Water Master Plan developed by Carollo Engineers. The report included three independent analyses: Non-Potable Reuse (NPR), Indirect Potable Reuse (IPR), and Direct Potable Reuse (DPR). Each approach consists of the identification of potential customers and a cost analysis. The recommendation is a

phased hybrid solution combining NPR and DPR's best attributes. Both General Managers from VSD and Indio Water Authority (IWA) feel this project is feasible but would need solid customer commitment and financial assistance. A discussion took place on how the project phases would affect the ratepayers. Reymundo Trejo, General Manager IWA, recommended analyzing how the phases affect customer rates.

7. GENERAL MANAGERS' REPORT

Jason Dafforn, VSD's General Manager, stated that the next step for VSD is to finalize the Master Plan and continue to work with IWA on Phase I. VSD, utilizing grant funding, is putting together an RFP for the next phase of the project, which would be a collaboration with Eagle Falls Golf Course.

Reymundo Trejo, Indio Water Authority, gave an update on Tropical Storm Hilary. He stated that IWA and VSD had pipes exposed in the whitewater channel due to the flooding. He stated that crews from both agencies worked together sandbagging to support the pipes. He also gave an update on chromium 6. IWA is implementing a maximum concentration level policy that may require VSD and IWA to work together to determine the available treatment options. Mr. Trejo stated he is pleased with how the two agencies have collaborated.

8. AUTHORITY BOARD MEMBER COMMENTS AND/OR QUESTIONS – None.

9. ADJOURNMENT

Without further business to discuss, the meeting was **ADJOURNED** at 3:29 p.m.

Holly Gould
EVRA Clerk of the Board
Approved: