



Tuesday, April 25, 2023 at 1:00 PM  
Valley Sanitary District Board Room  
45500 Van Buren Street, Indio, CA 92201

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**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/89808828837>

Meeting ID: 898 0882 8837

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](mailto: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](mailto: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 Minutes of April 7, 2023, Special Meeting, April 11, 2023, Special Meeting, and April 11, 2023 Regular Board Meeting](#)  
Recommendation: Approve

5.2 [Approve Warrants for April 25, 2023](#)  
Recommendation: Approve

5.3 [Receive and File Credit Card Report for March 31, 2023.](#)  
Recommendation: Receive and File

5.4 [Monthly Revenue & Expense Report for the Period Ending March 31, 2023](#)  
Recommendation: Approve

## **6. NON-HEARING ITEMS**

6.1 [Discussion of the City Council Meeting Presentation by VSD on April 19, 2023](#)  
Recommendation: Discuss

6.2 [Review and Discuss the Proposition 218 Notice, Public Outreach and Provide Direction to Staff](#)  
Recommendation: Action

6.3 [Discuss Operational Logistics in Preparation for the Public Hearing on May 23, 2023](#)  
Recommendation: Action

6.4 [Discussion of Proposed Updates to the Valley Sanitary District Procurement Policy](#)  
Recommendation: Discussion

## **7. GENERAL MANAGER'S REPORT**

## **8. COMMITTEE REPORTS**

## **9. DIRECTOR'S ITEMS**

## **10. INFORMATIONAL ITEMS**

10.1 [Senate Appropriations Update](#)  
Recommendation: Discuss

## **11. PUBLIC COMMENT**

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

## **12. CONVENE IN CLOSED SESSION**

*12.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Pursuant to paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9 (one potential case – circumstances need not be disclosed pursuant to paragraph (1) of subdivision (e) of Government Code Section 54956.9)*

*12.2 Public Employment Recruitment Pursuant to Government Code Section 54957 Title: General Manager*

**13. CONVENE IN OPEN SESSION**

**14. ADJOURNMENT**

POSTED April 20, 2023  
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:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Holly Gould, Clerk of the Board  
**SUBJECT:** Approve Minutes of April 7, 2023, Special Meeting, April 11, 2023, Special Meeting, and April 11, 2023 Regular Board Meeting

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**Suggested Action**

Approve

**Strategic Plan Compliance**

GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**

None

**Environmental Review**

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

**Background**

The meeting minutes for the Board of Directors Special Meeting held April 7, 2023, the Board of Directors Special Meeting held April 11, 2023 and the Board of Directors Regular Meeting held April 11, 2023.

**Recommendation**

Approve

**Attachments**

[7 Apr 2023 Meeting Minutes.edited.docx](#)  
[11 Apr 2023 Special Meeting Minutes.docx](#)  
[11 April 2023 Meeting Minutes.edited.docx](#)

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

April 7, 2023

A special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, April 7, 2023, 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:

Jacky Barnum, Debra Canero, Mike Duran (arrived at 1:41 p.m.), Scott Sear, William Teague

Staff Present:

Ron Buchwald, Holly Gould, Jeanette Juarez, Dave Commons, and Craig Hayes, Best Best & Krieger

Guests Present:

Andrea Carter, Andres Carter & Associates

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT – None**

**5. NON-HEARING ITEMS**

**5.1 Discuss the Proposition 218 Notice and Reasons for the Increase**

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The Board of Directors discussed the public's concerns regarding the proposed sewer rate increase. Together with Andrea Carter of Andrea Carter & Associates, the Board developed common talking points to further assist in getting the information out. They discussed the concerns of the disadvantaged community and those on fixed incomes, the pros and cons of moving forward with the increase, and the commitment to finding state and federal funding to offset costs to the constituents. Ron Buchwald, Interim General Manager, informed the Board that the District's presence was requested at the City of Indio Council Meeting on April 19, 2023. Staff has received 44 protest letters so far and have been fielding multiple phone calls per day from the public requesting more information about the rate increase. The Board decided to move forward with the Public Hearing scheduled for May 23, 2023, at 1:00 p.m.

**6. ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 2:31 p.m. The next regular Board meeting will be on April 11, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District

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

April 11, 2023

A special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, April 11, 2023, at 45-500 Van Buren St., Indio, CA 92201.

**1. CALL TO ORDER**

President Canero called the meeting to order at 12:02 p.m.

**2. ROLL CALL**

Directors Present:

Jacky Barnum, Debra Canero, Mike Duran, Scott Sear, William Teague

Staff Present:

Ron Buchwald, Holly Gould, Dave Commons, and Craig Hayes, Best Best & Krieger

Guests Present:

Leticia White, Innovative Federal Strategies

**3. NON-HEARING ITEMS**

**3.1 Business Meeting with Innovative Federal Strategies**

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Leticia White from Innovative Federal Strategies discussed the latest updates from Washington D.C.

**4. ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 12:52 p.m. The next regular Board meeting will be on April 11, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District

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

April 11, 2023

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, April 11, 2023, 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:

Jacky Barnum, Debra Canero, Mike Duran, Scott Sear, William Teague

Staff Present:

Ron Buchwald, Holly Gould, Jeanette Juarez, Dave Commons and Craig Hayes, Best Best & Krieger

Guests Present:

Leticia White, Innovative Federal Strategies  
Jim Wolynski, Indio Resident  
Sergio Corbo, Indio Resident

**3. PLEDGE OF ALLEGIANCE**

**4. APRIL EMPLOYEE ANNIVERSARIES**

- Andrew Sorensen, Wastewater Operator III – 2 years

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The Board of Directors thanked Andrew for his hard work and years of service.

**5. PUBLIC COMMENT**

Jim Wolynski and Sergio Corbo gave public comment on their opposition to the proposed sewer rate increase.

**6. CONSENT CALENDAR**

6.1 Approve Board Meeting Minutes of March 28, 2023, Regular Meeting

1

Board Meeting of April 11, 2023

Approved:



- 6.2 Approve Warrants for April 11, 2023
  - 6.3 Accept Sewer Main Improvements and Authorize the Interim General Manager to Sign a Certificate for K. Hovnanian's Four Seasons at Terra Lago Tracts
  - 6.4 Accept Sewer Main Improvements and Authorize the Interim General Manager to Sign a Certificate of Acceptance for Spectrum Sewer Extension
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**ACTION TAKEN:**

**MOTION:** Director Teague motioned to approve the consent calendar as presented. Secretary/Treasurer Sear seconded the motion. Motion carried by the following roll call vote:  
AYES: Barnum, Canero, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3286**

**7. NON-HEARING ITEMS**

- 7.1 Presentation by Innovative Federal Strategies
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Leticia White of Innovative Federal Strategies gave an update on Washington, D.C., including the President's budget, domestic appropriations, raising the debt ceiling, and PFAS.

- 7.2 Approve Budget Adjustment for Rotary Thickener in the Amount of \$505,000
- 

On February 14, 2023, the Board approved Amendment #2 to the Schneider Electric Contract, which approved the Guaranteed Maximum Price for the Rotary Screw Thickener (RST), which authorized Schneider Electric to proceed with acquiring the Performance and Payment Bonds and insurance for the project. The cost to secure bonds and insurance is \$243,312. The next step is completing the 100% design plans, which will cost \$260,235. The total initial cost for the RST is \$503,547. Staff requests to pay for the initial costs for the RST using CIP funds from the Collection System Rehab and Replacement Construction fund. The construction of the RST will be paid through financing if the rate increase is approved or through the Collection System Rehab and Replacement Fund if the rate increase is not approved.

**ACTION TAKEN:**

**MOTION:** Secretary/Treasurer Sear motioned to approve the consent calendar as presented. Director Barnum seconded the motion. Motion carried by the following roll call vote:  
AYES: Barnum, Canero, Duran, Sear, Teague  
NOES: None  
**MINUTE ORDER NO. 2023-3287**

7.3 Approve Resolutions 2023-1176 and 2023-1177 Allowing Valley Sanitary District to Apply for Grant Funding from the State Water Board

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The District is applying for a construction grant through the State of California's Water Recycling Funding Program. To complete the application process for the construction grant, the District must adopt Resolution No. 2023-1176 authorizing staff to apply for the grant and Resolution No. 2023-1177 stating the reimbursement requirements of the grant.

**“A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY SANITARY DISTRICT AUTHORIZING THE SUBMISSION OF A FINANCIAL ASSISTANCE APPLICATION TO THE STATE WATER RESOURCES CONTROL BOARD FOR A RECYCLED WATER CONSTRUCTION GRANT”**

**“A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY SANITARY DISTRICT DECLARING ITS INTENT TO ISSUE AND/OR OBTAIN TAX-EXEMPT OBLIGATIONS TO BE USED TO REIMBURSE THE VALLEY SANITARY DISTRICT FOR EXPENDITURES TO BE MADE PRIOR TO THE ISSUANCE OF SUCH OBLIGATIONS”**

**ACTION TAKEN:**

**MOTION:**

Director Teague motioned to adopt Resolution No. 2023-1176 authorizing the submission of a financial assistance application to the State Water Resources Control Board for a Recycled Water Construction Grant and Resolution No. 2023-1177 declaring its intent to issue and/or obtain tax-exempt obligations to be used to reimburse the Valley Sanitary District for expenditures to be made prior to the issuance of such obligations. Vice President Duran seconded the motion. Motioned carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None

**RESOLUTION NO. 2023-1176**

**RESOLUTION NO. 2023-1177**

7.4 Discussion of Proposed Updates to the Valley Sanitary District Procurement Policy

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Jeanette Juarez, Chief Administrative Officer, presented the Draft Purchasing Policy for review and discussion. She also presented a comparison of spending limits from similar agencies. The Board discussed changing the spending limits of managers and General Manager. There was also discussion on the hindrance of conducting daily business should the limits be lowered. The Board directed staff to bring back the draft policy for further discussion at the meeting on April 25, 2023.

- 7.5 Approve the Interim General Manager to Accept Conditional Settlement Offer No. R7-2023-0021: Offer to Participate in the Expedited Payment Relating to Alleged Violations of Order No. R7-2020-0007, NPDES No. CA104477

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On March 30, 2023, the Valley Sanitary District's Interim General Manager, Ron Buchwald, received a certified letter from the Colorado River Basin Regional Water Quality Control Board concerning a conditional settlement offer to the District for alleged exceedances of effluent requirements to the District's RWQCB's Order No. R7-2020-0007, NPDES permit No. CA0104477. From June 2022 until December 2022, the District had five alleged effluent exceedances of the regulatory requirements of its NPDES permit, three Ecoli exceedances, and two Total Cyanide exceedances. The District was only charged for the two Cyanide exceedances. After extensive evaluation and analysis, the District staff believes that these two Cyanide results are false positives caused by the sampling technique and extensive hold times under high pH conditions used to obtain the effluent samples and not the results of actual Cyanide in the facility effluent. To avoid the possibility of future Cyanide false positives, the District's laboratory is working on obtaining all the equipment and materials necessary to do the Cyanide testing in-house and getting certified to perform the testing by the State of California. In the meantime, staff will be using a different outside laboratory that uses a different approved testing method which should eliminate the potential for false positives in our Cyanide test results. Other Districts and Municipalities have experienced this Cyanide false positive test results, and the Regional Board is aware of this. Staff recommends to the Board of Directors that it would be fair and prudent for the District to accept this conditional statement offer from the Regional Board.

**ACTION TAKEN:**

**MOTION:**

Vice President Duran motioned to accept Conditional Settlement Offer No. R7-2023-0021: Offer to Participate in the Expedited Payment Relating to Alleged Violations of Order No. R7-2020-0007, NPDES No. CA104477 for \$6,000. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None

**MINUTE ORDER NO. 2023-3288**

**8. GENERAL MANAGER'S ITEMS**

- 8.1 Receive Monthly General Managers Report – March 2023

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**9. COMMITTEE REPORTS**

- 9.1 Draft Minutes of the Operations Committee Meeting – April 4, 2023
-

The Operations Committee received an update on the Capital Improvement Projects (CIP). They also took a tour of the CIP projects currently under construction at the treatment plant. They were able to see the Influent Pump Station and Recycled Water Phase I projects.

**10. DIRECTOR'S ITEMS**

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Secretary/Treasurer Sear read aloud a letter he received from Assemblyman Eduardo Garcia thanking him for attending his open house. President Canero reported on the CWEA CORBS Annual Awards Banquet. She informed the Board that Kenneth Kepley received the Operator of the Year Award, Ed Luna received the Maintenance Person of the Year Award, Nick Castaneda received the Collections Systems Person of the Year Award, and Nick Dean received the Electrical Instrumentation Person of the Year Award. The Board congratulated all of the employees. President Canero stated that all the Directors should have received the VSD Policy Binder. Policies will be distributed to the Board as they are updated. She asked the Board to keep their binders up to date. President Canero extended her appreciation to KESQ News for the interview regarding the proposed rate increase. They had a chance to talk with her and the Interim General Manager and got a plant tour.

**11. INFORMATIONAL ITEMS**

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Ron informed the Board that he would be off on April 17, 2023.

**12. PUBLIC COMMENT – CLOSED SESSION – None**

**President Canero called for a short recess at 2:37 p.m. The Board of Directors reconvened at 2:50 p.m. Roll call was taken. Directors Barnum, Canero, Duran, Sear, and Teague were present.**

**13. CONVENE IN CLOSED SESSION**

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

- 13.1 Public Employment Recruitment Pursuant to Government Code Section 54957  
Title: General Manager

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The Board adjourned to Closed Session at 2:50 p.m.

**13. CONVENE IN OPEN SESSION**

Report out on Closed Session items

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The Board reconvened in open session at 4:04 p.m. President Canero stated there was nothing to report.

**14. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 4:05 p.m. The next regular Board meeting will be on April 25, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board  
Valley Sanitary District



## Valley Sanitary District

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Jeanette Juarez, Chief Administrative Officer  
**SUBJECT:** Approve Warrants for April 25, 2023

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### **Suggested Action**

Approve

### **Strategic Plan Compliance**

GOAL 5: Long-Term Financial Strength

### **Fiscal Impact**

The total charges incurred for the warrants from April 4, 2023, through April 17, 2023, are \$986,491.72.

### **Environmental Review**

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

### **Background**

The attached warrants list shows all disbursements from April 4, 2023, through April 17, 2023.

### **Recommendation**

Staff recommends that the Board of Directors approve the warrants for April 25, 2023.

### **Attachments**

[Warrants for April 25, 2023.pdf](#)

**DISBURSEMENTS**  
**Approved at the Board Meeting of**  
**April 25, 2023**

41432 VM Air Mechanical LLC	10 ton ac system for blower building	\$29,565.00
41433 Austin Lopanec	Books and certification reimbursement - 04/04/2023	\$781.05
41434 City of Indio Fire Services	Permit - Cutting/welding, fire hydrant, storage tank	\$3,979.00
41435 Consolidated Electrical Distributors, Inc.	Eaton starter	\$2,263.72
41436 GRBCON, Inc	Indio downtown sewer improvement - March 2023	\$78,453.38
41437 Haaker Equipment Company	Fix leaks, bushings, cameras on VA 2112P	\$17,826.93
41438 International Accreditation Service, Inc	Elap Fees	\$4,500.00
41439 Master's Refreshment Services LLC	Water delivery - 03/20/2023	\$296.50
41440 MCR Technologies, Inc.	Annual meter calibration - March 2023	\$5,729.90
41441 State Water Pollution Clean Up & Abatement Account	Order No. R7-2023-0021 NPDES No. CA0104477	\$6,000.00
41442 Tops 'N Barricades Inc.	Flag survey	\$36.98
41443 United Way of the Desert	PR 03/17/2023 - 03/30/2023 PD 04/07/2023	\$20.00
41444 Andrea Carter & Associates	PR/Marketing services - April 2023	\$3,000.00
41445 Caltest Analytical Laboratory	Weekly samples - 4/7/2023	\$353.40
41445 Caltest Analytical Laboratory	Weekly samples - 4/3/2023	\$353.40
41446 Carollo Engineering, Inc	As needed consulting RWMP - March 2023	\$26,258.90
41447 Cintas Corp	Uniforms, mats, towels etc - 3/30/2023	\$586.02
41447 Cintas Corp	Uniforms, mats, towels etc - 4/13/2023	\$485.12
41447 Cintas Corp	Uniforms, mats, towels etc - 4/6/2023	\$478.59
41448 Consolidated Electrical Distributors, Inc.	Mall coat body, form cond, freight	\$503.80
41449 Desert Arc	Janitorial - Mar 2023	\$3,500.36
41449 Desert Arc	Landscaping - April 2023	\$840.00
41450 Desert Hose & Supply	Garden hose 1 inch	\$13.44
41450 Desert Hose & Supply	Generator 2 parts	\$248.10
41451 Diego Rivera	CWEA grade 1 cert test reimbursement	\$185.00
41452 Downing Construction, Inc	IPS project inv #17 - March 2023	\$514,608.35
41453 Dudek & Associates, Inc.	Plant watermain replacement ph 2 - Mar 2023	\$1,953.75
41454 Duke's Root Control, Inc.	Sewer pipe root control	\$13,024.93
41455 Engineering Solutions Services, Inc	Grant writing services - Jan 2023	\$4,293.75
41455 Engineering Solutions Services, Inc	Grant writing - Feb-Mar 2023	\$18,677.50
41456 Ferguson Enterprises #1350	BRS GJ Union, blk stl	\$22.91
41457 Gallagher Benefit Services, Inc	Recruitment services - Mar 2023	\$6,250.00
41458 Geotab USA, Inc	Vehicle telemetrics - Mar 2023	\$600.75
41459 Harris & Associates	PADM coll sys ph 4 - Mar 2023	\$34,642.00
41460 Innovative Federal Strategies LLC	Federal advocacy services - Mar 2023	\$6,516.67
41461 JM Test Systems, LLC	Test rubber gloves	\$54.46
41462 LCS Constructors	Fume hood testing - calibration	\$960.00
41463 Master's Refreshment Services LLC	Water dispenser rental - 4/1/2023-6/30/2023	\$176.18
41463 Master's Refreshment Services LLC	Water dispenser rental - April-June 2023	\$19.58
41464 Miguel Serna	Reimbursement of interview supplies	\$78.28
41465 SC Fuels	Fuel delivery - 3/30/2023	\$4,665.10
41466 Southwest Networks, Inc.	Labor charges - March 2023	\$712.50
41466 Southwest Networks, Inc.	Guardian bdr storage - May 2023	\$699.00
41467 Superior Truck & Auto LLC	Vector repairs: fan clutch, heater valve, oil and lube	\$6,021.92
41468 Underground Service Alert	Dig alerts - April 2023	\$232.25
41468 Underground Service Alert	Board fees - April 2023	\$58.38
41469 United Refrigeration Inc.	Rooftop AC parts	\$132.24
41470 Univar Solutions	Sodium hypo - 4/7/2023	\$12,657.62
41471 Yellow Mart	Boot purchase - victoria N.	\$179.43
202304121 Frontier Communications	Telephone service - April 2023	\$394.77
202304141 FedEx	Shipping charges - 3/21/2023	\$236.44
202304141 FedEx	Shipping charges - 4/5/2023	\$585.41
202304141 FedEx	New charges - 3/28/2023	\$206.46
202304142 UPS	New Charges - 04/01/2023	\$1.17
202304251 Umpqua Bank	Credit card charges - March 2023	\$19,410.37
202304211 Paychex - Direct Deposit	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$86,983.61
202304212 Paychex - Fee	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$191.58
202304213 Paychex - Garnishment	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$210.46
202304214 Paychex - Tax	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$39,418.44
202304215 Mission Square (formerly ICMARC / Vantage Point)	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$1,470.00
202304216 Empower (formerly Mass Mutual)	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$10.00
202304217 Nationwide Retirement Solution	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$1,875.00
202304218 CalPERS 457	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$870.00
202304219 CalPERS Retirement	PR 03/31/2023 - 04/13/2023 PD 04/21/2023	\$21,131.87
	<b>TOTAL</b>	<b>\$986,491.72</b>



## Valley Sanitary District

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Jeanette Juarez, Chief Administrative Officer  
**SUBJECT:** Receive and File Credit Card Report for March 31, 2023.

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### **Suggested Action**

Receive and File

### **Strategic Plan Compliance**

GOAL 5: Long-Term Financial Strength

### **Fiscal Impact**

The total charges incurred for the credit card statement ending March 31, 2023, are \$19,410.37.

### **Environmental Review**

Not applicable, this is not 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 March 31, 2023.

### **Recommendation**

Staff recommends that the Board of Directors receive the credit card statement for March 31, 2023.

### **Attachments**

[Attachment A Credit Card Transaction March 2023.xlsx](#)  
[UMPQUA Credit Card Statement March\\_Redacted.pdf](#)



Diverted From Cardholder Name	Tran Date	Post Date	Merchant Name	MCC Description	Debits	Credits
ANNA BELL	3/27/2023	3/28/2023	DOLLAR TREE	Variety Stores	\$10.66	
ANNA BELL	3/6/2023	3/7/2023	WAL-MART #2826	Grocery Stores Supermarkets	\$15.51	
BEVERLI A MARSHALL	2/28/2023	3/1/2023	Palm Sp Desert Sun	Continuity/Subscription Merchants	\$14.99	
BRANDEN RODRIGUEZ	3/29/2023	3/30/2023	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$196.91	
BRANDEN RODRIGUEZ	3/25/2023	3/26/2023	AMAZON.COM**H781366D1 AMZN	Book Stores	\$23.36	
BRANDEN RODRIGUEZ	3/23/2023	3/24/2023	OPC STATE WB FEE	Government Services Not Elsewhere Clas	\$3.98	
BRANDEN RODRIGUEZ	3/23/2023	3/24/2023	STATE WATER BOARD	Government Services Not Elsewhere Clas	\$150.00	
BRANDEN RODRIGUEZ	3/21/2023	3/23/2023	OPC STATE WB FEE	Government Services Not Elsewhere Clas	\$3.31	
BRANDEN RODRIGUEZ	3/21/2023	3/23/2023	STATE WATER BOARD	Government Services Not Elsewhere Clas	\$125.00	
BRANDEN RODRIGUEZ	2/28/2023	3/1/2023	CSMFO	Charitable And Social Service Organiza	\$50.00	
BRANDEN RODRIGUEZ	2/28/2023	3/1/2023	GOVERNMENT FINANCE OFFIC	Membership Organizations Not Elsewher	\$315.00	
BRANDEN RODRIGUEZ	2/28/2023	3/1/2023	GOVERNMENT FINANCE OFFIC	Membership Organizations Not Elsewher	\$150.00	
DAVE COMMONS	3/24/2023	3/26/2023	OWPSACSTATE	Civic Social & Fraternal Associations	\$145.55	
DAVE COMMONS	3/24/2023	3/26/2023	OWPSACSTATE	Civic Social & Fraternal Associations	\$145.55	
DAVE COMMONS	3/22/2023	3/24/2023	SMF CAFETERIA 15L 6401122	Express Payment Services (Fast Food)	\$25.55	
DAVE COMMONS	3/22/2023	3/24/2023	ONT AIRPT PRKING LOT 4	Automobile Parking Lots And Garages	\$27.00	
DAVE COMMONS	3/22/2023	3/24/2023	ONTARIO AIRPORT	Express Payment Services (Fast Food)	\$13.13	
DAVE COMMONS	3/22/2023	3/23/2023	AMZN Mktp US*HC7FA9UR2	Book Stores	\$19.13	
DAVE COMMONS	3/21/2023	3/22/2023	AMZN Mktp US*HC14B11V1	Book Stores	\$19.13	
DAVE COMMONS	3/15/2023	3/16/2023	SMART AND FINAL 718	Grocery Stores Supermarkets	\$28.01	
DAVE COMMONS	3/15/2023	3/16/2023	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$25.53	
DAVE COMMONS	3/15/2023	3/16/2023	SO *CV BBQ INC	Caterers	\$243.00	
DAVE COMMONS	3/10/2023	3/12/2023	OWPSACSTATE	Civic Social & Fraternal Associations	\$145.55	
DAVE COMMONS	3/10/2023	3/12/2023	OWPSACSTATE	Civic Social & Fraternal Associations	\$145.55	
DAVE COMMONS	3/8/2023	3/9/2023	WEF MAIN	Membership Organizations Not Elsewher	\$355.00	
DAVE COMMONS	3/3/2023	3/5/2023	ADOBE *ACROPRO SUBS	Computer Software	\$14.99	
DEBRA CANERO	3/2/2023	3/5/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$659.81	
DEBRA CANERO	3/2/2023	3/5/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	(\$11.39)	(\$11.39)
DEBRA CANERO	3/1/2023	3/3/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$1,145.96	
HEBERTO MORENO	3/30/2023	3/31/2023	TA #41 COACHELLA	Service Stations	\$667.15	
HEBERTO MORENO	3/29/2023	3/30/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$100.00	
HOLLY GOULD	3/28/2023	3/29/2023	WAL-MART #2181	Grocery Stores Supermarkets	\$55.95	
HOLLY GOULD	3/24/2023	3/27/2023	TOWN AND COUNTRY - LOD	Hotels Motels Resorts - Lodging	\$224.47	
HOLLY GOULD	3/15/2023	3/19/2023	PAYPAL *JURASSICPAR	Management Consulting And P. R. Servi	\$67.00	
HOLLY GOULD	3/18/2023	3/19/2023	AMZN Mktp US*HC4NR5WR0	Book Stores	\$40.60	
HOLLY GOULD	3/14/2023	3/15/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$69.43	
HOLLY GOULD	3/13/2023	3/15/2023	SOUTHWES 5262430696120	Southwest	\$419.96	
HOLLY GOULD	3/9/2023	3/12/2023	TOWN AND COUNTRY - LOD	Hotels Motels Resorts - Lodging	\$851.66	
HOLLY GOULD	3/9/2023	3/12/2023	TOWN AND COUNTRY - LOD	Hotels Motels Resorts - Lodging	\$665.49	
HOLLY GOULD	3/9/2023	3/10/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$907.00	
HOLLY GOULD	3/9/2023	3/10/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$907.00	
HOLLY GOULD	3/9/2023	3/10/2023	FORMS FULFILLMENT CENTER	Business Services Not Elsewhere Classi	\$1,366.94	
HOLLY GOULD	3/7/2023	3/8/2023	YOUR PIE INDIO QLO	Eating Places Restaurants	\$59.38	
HOLLY GOULD	3/7/2023	3/8/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$112.71	
HOLLY GOULD	3/3/2023	3/5/2023	COMP XP INC	Computers Computer Peripheral Equipme	\$134.95	
HOLLY GOULD	3/3/2023	3/5/2023	FTD*INDIO FLORIST	Florists	\$101.13	
HOLLY GOULD	3/2/2023	3/5/2023	EL MEXICALI CAFE	Eating Places Restaurants	\$195.98	
HOLLY GOULD	3/1/2023	3/3/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$1,134.57	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$85.00	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$202.00	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$202.00	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$100.00	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$214.00	
HOLLY GOULD	3/1/2023	3/3/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$95.00	
HOLLY GOULD	3/1/2023	3/2/2023	BACKGROUNDS ONLINE	Information Retrieval Services	\$51.80	
JACQUELYN BARNUM	3/2/2023	3/5/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$659.81	
JACQUELYN BARNUM	3/1/2023	3/3/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$1,134.57	
JEANETTE JUAREZ	3/21/2023	3/23/2023	AROUND THE CLOCK CALL CTR	Miscellaneous & Specialty Retail Store	\$141.05	
JEANETTE JUAREZ	3/19/2023	3/20/2023	J2 EFAX SERVICES	Continuity/Subscription Merchants	\$18.99	
JEANETTE JUAREZ	3/14/2023	3/16/2023	SPROUTS FARMERS MAR	Grocery Stores Supermarkets	\$59.23	
JEANETTE JUAREZ	3/14/2023	3/15/2023	AMZN Mktp US*HG9QHOB72	Book Stores	\$21.72	
JEANETTE JUAREZ	3/13/2023	3/14/2023	HBRSSUBSCRIPTION	Continuity/Subscription Merchants	\$180.00	
JEANETTE JUAREZ	3/10/2023	3/12/2023	RED ROBIN NO 243	Eating Places Restaurants	\$107.93	
JEANETTE JUAREZ	3/8/2023	3/10/2023	PARTY CITY 760	Miscellaneous & Specialty Retail Store	\$13.38	
JEANETTE JUAREZ	3/7/2023	3/9/2023	ROUND TABLE PIZZA 1113	Eating Places Restaurants	\$30.44	
JEANETTE JUAREZ	3/6/2023	3/8/2023	ROUND TABLE PIZZA 1113	Eating Places Restaurants	\$423.93	
JEANETTE JUAREZ	3/6/2023	3/8/2023	PARTY CITY 760	Miscellaneous & Specialty Retail Store	\$79.05	
JEANETTE JUAREZ	3/5/2023	3/7/2023	STAPLES 00101352	Stationery Office & School Supply Sto	\$22.63	
JEANETTE JUAREZ	3/3/2023	3/5/2023	ADOBE *ACROPRO SUBS	Computer Software	\$186.89	
JIMMY GARCIA	3/22/2023	3/23/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$50.00	
JIMMY GARCIA	3/15/2023	3/16/2023	SMART AND FINAL 718	Grocery Stores Supermarkets	\$134.97	
JIMMY GARCIA	3/2/2023	3/3/2023	GOSCH FORD	Automobile & Truck Dealer - New & Used	\$122.13	
JIMMY GARCIA	3/2/2023	3/3/2023	ALIBERTO S JR. FRESH MEXI	Express Payment Services (Fast Food)	\$35.19	
RON BUCHWALD	3/13/2023	3/14/2023	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$93.94	
RON BUCHWALD	3/1/2023	3/2/2023	WAL-MART #2181	Grocery Stores Supermarkets	\$43.55	
RON BUCHWALD	2/28/2023	3/1/2023	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$144.08	
SCOTT SEAR	3/23/2023	3/26/2023	INDIO JEFFERSON CAR WASH	Car Washes	\$12.00	
SCOTT SEAR	3/22/2023	3/23/2023	PALM SPRINGS AIRPORT	Transportation Services Not Elsewhere	\$20.00	
SCOTT SEAR	3/6/2023	3/8/2023	INDIO JEFFERSON CAR WASH	Car Washes	\$12.00	
SCOTT SEAR	3/6/2023	3/7/2023	COSTCO GAS #0638	Automated Gasoline Dispensers	\$57.12	
SCOTT SEAR	3/3/2023	3/5/2023	LYFT *RIDE THU 1PM	Taxicabs/Limosines	\$57.79	
SCOTT SEAR	3/2/2023	3/5/2023	INTERCONTINENTAL WILLARD	Intercontinental Hotels	\$659.81	
SCOTT SEAR	3/2/2023	3/3/2023	LYFT *RIDE WED 5PM	Taxicabs/Limosines	\$15.97	
SCOTT SEAR	3/1/2023	3/2/2023	LYFT *RIDE WED 2PM	Taxicabs/Limosines	\$14.38	
SCOTT SEAR	3/1/2023	3/1/2023	LYFT *RIDE TUE 7PM	Taxicabs/Limosines	\$13.26	
SCOTT SEAR	3/1/2023	3/1/2023	LYFT *RIDE TUE 6PM	Taxicabs/Limosines	\$23.83	
SCOTT SEAR	2/28/2023	3/1/2023	LYFT *RIDE TUE 11AM	Taxicabs/Limosines	\$16.62	
TINO TIJERINA	3/29/2023	3/30/2023	FERGUSON ENT HVA 568	Plumbing And Heating Equipment And Sup	\$115.73	
TINO TIJERINA	3/22/2023	3/24/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$83.28	
TINO TIJERINA	3/22/2023	3/23/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$50.00	
TINO TIJERINA	3/21/2023	3/23/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$8.97	
TINO TIJERINA	3/15/2023	3/19/2023	ONLINECOMPONENTS.COM	Electronics Sales	\$671.19	
TINO TIJERINA	3/14/2023	3/16/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$241.07	
TINO TIJERINA	3/7/2023	3/9/2023	KSC & SON CORPORATION - G	Car Washes	\$8.00	

TINO TUJERINA	3/2/2023	3/3/2023	1000BULBS.COM	Hardware Stores	\$28.28	
TINO TUJERINA	3/1/2023	3/2/2023	GRAINGER	Industrial Supplies Not Elsewhere Clas	\$281.52	
TINO TUJERINA	2/27/2023	3/1/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$79.13	
	3/10/2023	3/10/2023	AUTO PMT FROM ACCT	Payment Adjustment Fee or Finance Charge		(\$15,509.77)
Total					\$19,410.37	(\$15,521.16)



**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
03/07	03/09	PPLN01	24744003067900018826558	ROUND TABLE PIZZA 1113 760-3476966 CA	\$30.44
03/08	03/10	PPLN01	24692163068109157676930	PARTY CITY 760 INDIO CA	\$13.38
03/10	03/12	PPLN01	24445003069300609505549	RED ROBIN NO 243 LA QUINTA CA	\$107.93
03/13	03/14	PPLN01	24492153072745819386637	HBRSUBSCRIPTION 800-988-0886 MA	\$180.00
03/14	03/15	PPLN01	24692163073102842782208	AMZN Mktp US*HG9OH0BT2 Amzn.com/bill WA	\$21.72
03/14	03/16	PPLN01	24427333074710031330538	SPROUTS FARMERS MAR LA QUINTA CA	\$59.23
03/19	03/20	PPLN01	24692163078106794430943	J2 EFAX SERVICES 323-817-3205 CA	\$18.99
03/21	03/23	PPLN01	24412903081030024684454	AROUND THE CLOCK CALL CTR 888-711-1956 CA	\$141.05

Cardholder Account Summary				
BEVERLI A MARSHALL ### ## 5986	Payments & Other Credits \$0.00	Purchases & Other Charges \$14.99	Cash Advances \$0.00	Total Activity \$14.99

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24692163059102284639484	Palm Sp Desert Sun 888-426-0491 IN	\$14.99

Cardholder Account Summary				
RON BUCHWALD ### ## 6000	Payments & Other Credits \$0.00	Purchases & Other Charges \$281.57	Cash Advances \$0.00	Total Activity \$281.57

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24692163059102520959688	SQ *TKB BAKERY & DELI gosq.com CA	\$144.08
03/01	03/02	PPLN01	24226383060360179609659	WAL-MART #2181 INDIO CA	\$43.55
03/13	03/14	PPLN01	24692163072102446708402	SQ *TKB BAKERY & DELI Indio CA	\$93.94

Cardholder Account Summary				
HEBERTO MORENO ### ## 6026	Payments & Other Credits \$0.00	Purchases & Other Charges \$767.15	Cash Advances \$0.00	Total Activity \$767.15

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/29	03/30	PPLN01	24801973089690110833374	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$100.00
03/30	03/31	PPLN01	24427333089740277525510	TA #41 COACHELLA COACHELLA CA	\$667.15

Cardholder Account Summary				
TINO TIJERINA ### ## 6034	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,567.17	Cash Advances \$0.00	Total Activity \$1,567.17

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/27	03/01	PPLN01	24943013059010182543241	THE HOME DEPOT #6874 INDIO CA	\$79.13
03/01	03/02	PPLN01	24755423060260603319839	GRAINGER 877-2022594 IL	\$281.52
03/02	03/03	PPLN01	24489933062600122576832	1000BULBS.COM 800-624-4488 TX	\$28.28
03/07	03/09	PPLN01	24269793067500608931171	KSC & SON CORPORATION - G INDIO CA	\$8.00
03/14	03/16	PPLN01	24692163074103783387311	THE HOME DEPOT 6874 INDIO CA	\$241.07
03/15	03/19	PPLN01	24717053077280778816578	ONLINECOMPONENTSCOM 602-6853900 AZ	\$671.19
03/21	03/23	PPLN01	24943013081010179003557	THE HOME DEPOT #6874 INDIO CA	\$8.97
03/22	03/23	PPLN01	24801973082690000394617	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$50.00
03/22	03/24	PPLN01	24692163082109772062823	THE HOME DEPOT 6874 INDIO CA	\$83.28

**Cardholder Account Detail Continued**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/29	03/30	PPLN01	24435653088839188431529	FERGUSON ENT HVA 568 844-872-3857 CA	\$115.73

**Cardholder Account Summary**

SCOTT SEAR #### #### #### 6109	Payments & Other Credits \$0.00	Purchases & Other Charges \$902.78	Cash Advances \$0.00	Total Activity \$902.78
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**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24055233060400969316132	LYFT *RIDE TUE 11AM lyft.com CA	\$16.62
03/01	03/01	PPLN01	24055233060400972335574	LYFT *RIDE TUE 6PM lyft.com CA	\$23.83
03/01	03/01	PPLN01	24055233060400972463434	LYFT *RIDE TUE 7PM lyft.com CA	\$13.26
03/01	03/02	PPLN01	24055233061400971621411	LYFT *RIDE WED 2PM lyft.com CA	\$14.38
03/02	03/03	PPLN01	24055233062400972385106	LYFT *RIDE WED 5PM lyft.com CA	\$15.97
03/02	03/05	PPLN01	24943003062708333319702	INTERCONTINENTAL WILLARD WASHINGTON DC	\$659.81
03/03	03/05	PPLN01	24055233063400973987792	LYFT *RIDE THU 1PM lyft.com CA	\$57.79
03/06	03/07	PPLN01	24943003066898100477902	COSTCO GAS #0638 LA QUINTA CA	\$57.12
03/06	03/08	PPLN01	24269793066500596287975	INDIO JEFFERSON CAR WASH INDIO CA	\$12.00
03/22	03/23	PPLN01	24431063082400920179488	PALM SPRINGS AIRPORT PALM SPRINGS CA	\$20.00
03/23	03/26	PPLN01	24269793083500672030702	INDIO JEFFERSON CAR WASH INDIO CA	\$12.00

**Cardholder Account Summary**

BRANDEN RODRIGUEZ #### #### #### 9565	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,017.56	Cash Advances \$0.00	Total Activity \$1,017.56
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**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24559303059900012420141	CSMFO 916-2312137 CA	\$50.00
02/28	03/01	PPLN01	24005943059300702147109	GOVERNMENT FINANCE OFFIC CHICAGO IL	\$150.00
02/28	03/01	PPLN01	24005943059300702147281	GOVERNMENT FINANCE OFFIC CHICAGO IL	\$315.00
03/21	03/23	PPLN01	24755423081640812612006	STATE WATER BOARD 916-3415100 CA	\$125.00
03/21	03/23	PPLN01	24755423081640812612295	OPC STATE WB FEE 800-3525002 NE	\$3.31
03/23	03/24	PPLN01	24755423082640823388827	STATE WATER BOARD 916-3415100 CA	\$150.00
03/23	03/24	PPLN01	24755423082640823389163	OPC STATE WB FEE 800-3525002 NE	\$3.98
03/25	03/26	PPLN01	24431063084083717873121	AMAZON.COM*H781366D1 AMZN AMZN.COM/BILL WA	\$23.36
03/29	03/30	PPLN01	24692163088101403768955	SQ *TKB BAKERY & DELI gosq.com CA	\$196.91

**Cardholder Account Summary**

HOLLY GOULD #### #### #### 7260	Payments & Other Credits \$0.00	Purchases & Other Charges \$8,264.02	Cash Advances \$0.00	Total Activity \$8,264.02
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**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/01	03/02	PPLN01	24493983061206133103192	BACKGROUNDS ONLINE 800-838-4804 CA	\$51.80
03/01	03/03	PPLN01	24943003061708331435519	INTERCONTINENTAL WILLARD WASHINGTON DC	\$1,134.57
03/01	03/03	PPLN01	24801973061690642303195	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$95.00
03/01	03/03	PPLN01	24801973061690653816978	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$214.00
03/01	03/03	PPLN01	24801973061690653838170	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$100.00
03/01	03/03	PPLN01	24801973061690653856511	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$202.00
03/01	03/03	PPLN01	24801973061690653874134	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$202.00
03/01	03/03	PPLN01	24801973061690653896095	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$85.00
03/03	03/05	PPLN01	24431063063700902810726	COMP XP INC 240-683-0000 MD	\$134.95
03/02	03/05	PPLN01	24013393062000243600003	EL MEXICALI CAFE INDIO CA	\$195.98
03/03	03/05	PPLN01	24431063062700902650768	FTD*INDIO FLORIST 800-788-9000 CA	\$101.13
03/07	03/08	PPLN01	24445003067400190148162	WM SUPERCENTER #2181 INDIO CA	\$112.71
03/07	03/08	PPLN01	24055233067091248350738	YOUR PIE INDIO OLO olo.com CA	\$59.38
03/09	03/10	PPLN01	24755423069120696094304	FORMS FULFILLMENT CENTER 914-3456268 NY	\$1,366.94

Cardholder Account Detail Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/09	03/10	PPLN01	24801973069690790771690	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$907.00
03/09	03/10	PPLN01	24801973069690790999812	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$907.00
03/09	03/12	PPLN01	24000973069543900377230	TOWN AND COUNTRY - LOD SAN DIEGO CA	\$665.49
03/09	03/12	PPLN01	24000973069543900379517	TOWN AND COUNTRY - LOD SAN DIEGO CA	\$851.66
03/13	03/15	PPLN01	24692163073103158588676	SOUTHWES 5262430696120 800-435-9792 TX COMMONS/DAVE NORMAN 032223 ONT SMF WN S ONT WN N	\$419.96
03/14	03/15	PPLN01	24445003074400185715927	WM SUPERCENTER #2181 INDIO CA	\$69.43
03/18	03/19	PPLN01	24692163077106266765876	AMZN Mktp US*HC4NR5WR0 Amzn.com/bill WA	\$40.60
03/15	03/19	PPLN01	24492153076852119181357	PAYPAL *JURASSICPAR 402-935-7733 WA	\$67.00
03/24	03/27	PPLN01	24000973085608600301960	TOWN AND COUNTRY - LOD SAN DIEGO CA	\$224.47
03/28	03/29	PPLN01	24226383088360327966421	WAL-MART #2181 INDIO CA	\$55.95

Cardholder Account Summary					
ANNA BELL ### ## 7278		Payments & Other Credits \$0.00	Purchases & Other Charges \$26.17	Cash Advances \$0.00	Total Activity \$26.17

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/06	03/07	PPLN01	24445003066400194134557	WAL-MART #2826 COACHELLA CA	\$15.51
03/27	03/28	PPLN01	24445003087000900313456	DOLLAR TREE LA QUINTA CA	\$10.66

Cardholder Account Summary					
JIMMY GARCIA ### ## 7450		Payments & Other Credits \$0.00	Purchases & Other Charges \$342.29	Cash Advances \$0.00	Total Activity \$342.29

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/02	03/03	PPLN01	24692163062104381089659	GOSCH FORD HEMET CA	\$122.13
03/02	03/03	PPLN01	24777423061030055067662	ALIBERTO'S JR. FRESH MEXI JURUPA VALLEY CA	\$35.19
03/15	03/16	PPLN01	24231683075837000079144	SMART AND FINAL 718 COACHELLA CA	\$134.97
03/22	03/23	PPLN01	24801973082690005083959	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$50.00

Cardholder Account Summary					
DAVE COMMONS ### ## 7327		Payments & Other Credits \$0.00	Purchases & Other Charges \$1,352.67	Cash Advances \$0.00	Total Activity \$1,352.67

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/03	03/05	PPLN01	24492153062868160314883	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$14.99
03/08	03/09	PPLN01	24009583067300662793397	WEF MAIN 703-684-2400 VA	\$355.00
03/10	03/12	PPLN01	24492153069852899268209	OWPSACSTATE 916-278-6142 CA	\$145.55
03/10	03/12	PPLN01	24492153069852899217164	OWPSACSTATE 916-278-6142 CA	\$145.55
03/15	03/16	PPLN01	24231683075837000079136	SMART AND FINAL 718 COACHELLA CA	\$28.01
03/15	03/16	PPLN01	24692163074103883716435	SQ *CV BBQ, INC Indio CA	\$243.00
03/15	03/16	PPLN01	24692163074103886416843	SQ *TKB BAKERY & DELI Indio CA	\$25.53
03/21	03/22	PPLN01	24692163080108062475499	AMZN Mktp US*HC14B1V1 Amzn.com/bill WA	\$19.13
03/22	03/23	PPLN01	24692163081109276047313	AMZN Mktp US*HC7FA9UR2 Amzn.com/bill WA	\$19.13
03/22	03/24	PPLN01	24431063082968150980577	ONTARIO AIRPORT ONTARIO CA	\$13.13
03/22	03/24	PPLN01	24755423082150827695458	SMF CAFETERIA 15L 6401122 SACRAMENTO CA	\$25.55

**Cardholder Account Detail Continued**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/22	03/24	PPLN01	24323033082006003703682	ONT AIRPT PRKING LOT 4 ONTARIO CA	\$27.00
03/24	03/26	PPLN01	24492153083852523078752	OWPSACSTATE 916-278-6142 CA	\$145.55
03/24	03/26	PPLN01	24492153083852520892312	OWPSACSTATE 916-278-6142 CA	\$145.55

**Cardholder Account Summary**

DEBRA CANERO ### ## 2806	Payments & Other Credits \$11.39-	Purchases & Other Charges \$1,805.77	Cash Advances \$0.00	Total Activity \$1,794.38
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**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/01	03/03	PPLN01	24943003061708331399996	INTERCONTINENTAL WILLARD WASHINGTON DC	\$1,145.96
03/02	03/05	PPLN01	24943003062708333435938	INTERCONTINENTAL WILLARD WASHINGTON DC	\$659.81
03/02	03/05		74943003062708333437079	CREDIT VOUCHER INTERCONTINENTAL WILLARD WASHINGTON DC	\$11.39-

**Cardholder Account Summary**

JACQUELYN BARNUM ### ## 8943	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,794.38	Cash Advances \$0.00	Total Activity \$1,794.38
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**Cardholder Account Detail**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/01	03/03	PPLN01	24943003061708331394682	INTERCONTINENTAL WILLARD WASHINGTON DC	\$1,134.57
03/02	03/05	PPLN01	24943003062708333360870	INTERCONTINENTAL WILLARD WASHINGTON DC	\$659.81

**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 04/10/23 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$19410.37

**Finance Charge Summary / Plan Level Information**

Plan Name	Plan Description	FCM <sup>1</sup>	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
<b>Purchases</b>									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$19,410.37
<b>Cash</b>									
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		
<sup>1</sup> FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									





## Valley Sanitary District

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Jeanette Juarez, Chief Administrative Officer  
**SUBJECT:** Monthly Revenue & Expense Report for the Period Ending March 31, 2023

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### **Suggested Action**

Approve

### **Strategic Plan Compliance**

GOAL 5: Long-Term Financial Strength

### **Fiscal Impact**

There is no fiscal impact from this report.

### **Environmental Review**

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

### **Background**

The adopted operating and capital budget for the fiscal year 2022/23 includes \$17,767,816 in revenues and \$16,189,076 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 March 31, 2023, the District has recorded \$19,671,243 in revenue. The revenues are \$2,803,315 or 16.6% above the annual budget. The variance is attributed to higher than projected interest income earned.
- As of March 31, 2023, the District has incurred \$11,103,011 in expenditures. The District's expenditures are \$1,038,796 or 8.6% under the FYTD straight-line budget.

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

<b>Fund</b>	<b>Unaudited Fund Balance 03/31/23</b>
Operating Fund (Fund 11)	\$25,296,417
Special Revenue Fund (Fund 11 and Fund 6)	1,068,389
Fiduciary Fund (Fund 4)	468,868
Capital Improvement Fund (Fund 13)	12,047,148
Restricted CIP Fund (Fund 12)	26,208,021
<b>Total</b>	<b>\$65,088,843</b>

## Recommendation

Staff recommends that the Board receive and file the Revenue and Expense report for the period ending March 2023.

## Attachments

[5.4 Attachment A Monthly Income Summary - March 2023.pdf](#)

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

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

# Valley Sanitary District

## Monthly Income Summary

### March 2023 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
<b>Revenues</b>					
Sewer Service Chgs-Current	(\$126,602)	\$16,872,785	\$15,686,490	108 %	(\$1,186,295)
Permit & Inspection Fees	\$3,280	\$20,580	\$35,874	57 %	\$15,294
Saddles/Disconnect Fees	\$0	\$240	\$0	0 %	(\$240)
Plan Check Fees	\$3,000	\$8,700	\$14,704	59 %	\$6,004
Other Services	\$0	\$1,550	\$3,397	46 %	\$1,847
Sale of Surplus Property	\$432	\$21,032	\$31,818	66 %	\$10,786
Taxes - Current Secured	\$0	\$608,749	\$855,412	71 %	\$246,663
Taxes - Current Unsecured	\$0	\$37,165	\$55,294	67 %	\$18,129
Taxes - Prior Secured	\$0	\$8,075	\$0	0 %	(\$8,075)
Supple Prop. Taxes - Current	\$14,304	\$14,314	\$0	0 %	(\$14,314)
Supple Prop. Taxes - Prior	\$1,324	\$8,554	\$0	0 %	(\$8,554)
Homeowners Tax Relief	\$0	\$3,511	\$6,090	58 %	\$2,579
Interest Income	\$3,023	\$422,557	\$36,068	1,172 %	(\$386,489)
Unrealized gains (losses)	\$10,886	(\$7,426)	\$0	0 %	\$7,426
Rebate Income	\$0	\$2,252	\$3,836	59 %	\$1,584
Non-Operating Revenues - Fnd 11	\$7,447	\$28,548	\$5,156	554 %	(\$23,392)
Interest Income	\$0	\$615,090	\$32,151	1,913 %	(\$582,939)
Connection Fees	\$92,119	\$759,059	\$996,915	76 %	\$237,856
Interest Income	\$0	\$246,089	\$4,611	5,337 %	(\$241,478)
<b>Total Revenues</b>	<b>\$9,212</b>	<b>\$19,671,423</b>	<b>\$17,767,816</b>	<b>111 %</b>	<b>(\$1,903,607)</b>

Valley Sanitary District  
Budget Variance Report  
March 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			Percentage Remaining
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	YTD Budget	Favorable (Unfavorable)	
<b>Revenues:</b>								
Operating Revenue	16,769,198	(27,771)	1,397,433	(1,425,204)	17,683,946	16,119,145	1,564,801	-5.5%
Non-Operating Revenue	998,618	36,984	83,218	(46,234)	1,987,477	748,964	1,238,514	-99.0%
<b>Total Operating Revenue</b>	<b>17,767,816</b>	<b>9,212</b>	<b>1,480,651</b>	<b>(1,471,439)</b>	<b>19,671,423</b>	<b>16,868,108</b>	<b>2,803,315</b>	<b>-10.7%</b>
<b>Operating Expenses:</b>								
Salaries And Wages	3,543,600	295,675	295,300	(375)	2,581,270	2,657,700	76,430	27.2%
Director Fee/Payroll Tax-Board	94,985	7,600	7,915	315	51,700	71,239	19,539	45.6%
Bonus, Awards, Recertification	10,300	100	858	758	7,975	7,725	(250)	22.6%
Overtime	33,100	726	2,758	2,032	22,202	24,825	2,623	32.9%
Callout	13,000	980	1,083	104	16,989	9,750	(7,239)	-30.7%
Standby Pay	61,824	5,046	5,152	106	46,590	46,368	(222)	24.6%
Longevity	43,000	3,277	3,583	306	30,462	32,250	1,788	29.2%
Retirement Contributions	357,077	25,881	29,756	3,875	242,910	267,808	24,898	32.0%
Fica And Medicare	337,615	24,917	28,135	3,218	201,556	253,211	51,655	40.3%
Life Insurance	7,260	636	605	(31)	5,575	5,445	(130)	23.2%
Health Insurance	625,374	51,819	52,115	295	447,457	469,031	21,573	28.4%
Dental Insurance	44,232	4,019	3,686	(333)	33,419	33,174	(245)	24.4%
Vision Insurance	8,156	624	680	56	5,790	6,117	327	29.0%
Long Term Disability	10,416	899	868	(31)	8,060	7,812	(248)	22.6%
Accounting Services-Admin	77,771	2,806	6,481	3,675	44,905	58,328	13,424	42.3%
Certifications	24,080	1,012	2,007	994	5,179	18,060	12,881	78.5%
Chemicals	594,240	45,875	49,520	3,645	445,693	445,680	(13)	25.0%
Comprehensive Insurance	371,193	29,438	30,933	1,495	265,973	278,395	12,422	28.3%
Conferences/ Meetings	202,629	13,087	16,886	3,799	71,441	151,972	80,530	64.7%
Contracts	1,396,477	144,996	116,373	(28,623)	583,188	1,047,358	464,169	58.2%
County Expense	23,100	819	1,925	1,106	21,450	17,325	(4,125)	7.1%
Covid-19 Supplies	15,759	-	1,313	1,313	1,024	11,819	10,796	93.5%
Election Expense	70,000	-	5,833	5,833	-	52,500	52,500	100.0%
Electric	779,920	61,846	64,993	3,148	605,171	584,940	(20,231)	22.4%
Gas, Oil & Fuel	66,060	4,665	5,505	840	45,566	49,545	3,979	31.0%
Grit & Screening Removal	40,000	1,709	3,333	1,624	16,463	30,000	13,537	58.8%
Legal Services	70,000	-	5,833	5,833	39,118	52,500	13,383	44.1%
Debt Service	4,412,971	367,748	367,748	-	3,309,728	3,309,728	-	25.0%
Medical Services	32,943	-	2,745	2,745	7,083	24,707	17,624	78.5%
Memberships	60,298	2,665	5,025	2,360	51,866	45,224	(6,643)	14.0%
Misc. Professional Services	109,391	5,780	9,116	3,336	60,324	82,043	21,719	44.9%
Natural Gas	7,000	563	583	21	5,977	5,250	(727)	14.6%
Office Supplies	26,000	1,975	2,167	191	14,340	19,500	5,160	44.8%
Opeb Contribution	81,719	1,208	6,810	5,602	12,396	61,289	48,893	84.8%
Other Expenses	70,000	3,075	5,833	2,758	27,085	52,500	25,415	61.3%
Permits & Fees	117,925	9,219	9,827	608	37,476	88,444	50,967	68.2%
Projects	369,000	27,496	30,750	3,254	503,934	276,750	(227,184)	-36.6%
Publications	3,500	431	292	(140)	1,864	2,625	761	46.8%
Repairs & Maintenance	650,637	36,946	54,220	17,274	382,121	487,978	105,857	41.3%
Research & Monitoring	97,000	6,566	8,083	1,517	54,981	72,750	17,769	43.3%
Supplies	247,306	8,499	20,609	12,110	108,259	185,480	77,220	56.2%
Telephone/Internet	34,569	2,590	2,881	291	23,530	25,927	2,397	31.9%
Tools & Equipment	44,300	2,308	3,692	1,384	4,017	33,225	29,208	90.9%
Tuition Reimbursement	12,000	-	1,000	1,000	4,292	9,000	4,708	64.2%
Uniform Services	45,620	1,707	3,802	2,095	18,714	34,215	15,501	59.0%
Unfunded Accrued Liability	736,606	61,384	61,384	-	552,455	552,455	-	25.0%
Water	27,500	1,733	2,292	559	17,041	20,625	3,584	38.0%
Workers Compensation	81,623	5,817	6,802	985	58,402	61,217	2,815	28.4%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>16,189,076</b>	<b>1,276,162</b>	<b>1,349,090</b>	<b>72,928</b>	<b>11,103,011</b>	<b>12,141,807</b>	<b>1,038,796</b>	<b>31.4%</b>
<b>Operating Expenses in Excess of Operating Revenue</b>		<b>(1,266,949)</b>			<b>8,568,412</b>			

Valley Sanitary District  
Budget Variance Report  
March 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY23 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
<b>Operating Expenses:</b>								
Wages	3,756,809	310,127	313,067	2,941	2,726,726	2,817,607	90,880	27.4%
Fringe Benefits	1,433,130	112,072	119,428	7,356	975,229	1,074,848	99,618	32.0%
Services	1,851,990	159,519	154,333	(5,186)	791,121	1,388,993	597,872	57.3%
Supplies and Materials	1,675,242	102,169	139,604	37,434	1,010,435	1,256,432	245,996	39.7%
Fuels and Lubricants	66,060	4,665	5,505	840	45,566	49,545	3,979	31.0%
Comprehensive Insurance	452,816	35,255	37,735	2,479	324,375	339,612	15,237	28.4%
Projects	369,000	27,496	30,750	3,254	503,934	276,750	(227,184)	-36.6%
Utilities	854,420	65,851	71,202	5,351	644,653	640,815	(3,838)	24.6%
Debt Service	4,412,971	367,748	367,748	-	3,309,728	3,309,728	-	25.0%
Permits and Fees	141,025	10,038	11,752	1,714	58,926	105,769	46,842	58.2%
Unfunded Accrued Liability	736,606	61,384	61,384	-	552,455	552,455	-	25.0%
Other	439,007	19,839	36,584	16,745	159,864	329,255	169,392	63.6%
<b>Total Operating Expenses (Before Depreciation)</b>	<b>16,189,076</b>	<b>1,276,162</b>	<b>1,349,090</b>	<b>72,928</b>	<b>11,103,011</b>	<b>12,141,807</b>	<b>1,038,796</b>	<b>31.4%</b>
<b>Revenues:</b>								
Operating Revenue	16,769,198	(27,771)	1,397,433	(1,425,204)	17,683,946	16,119,145	1,564,801	-5.5%
Non-Operating Revenue	998,618	36,984	83,218	(46,234)	1,987,477	748,964	1,238,514	-99.0%
<b>Total Revenue</b>	<b>17,767,816</b>	<b>9,212</b>	<b>1,480,651</b>	<b>(1,471,439)</b>	<b>19,671,423</b>	<b>16,868,108</b>	<b>2,803,315</b>	<b>-10.7%</b>
<b>Net Operating Gain (Loss)</b>		<b>(1,266,949)</b>			<b>8,568,412</b>			

**VALLEY SANITARY DISTRICT**  
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 03/01/2023 TO 03/31/2023 (UNAUDITED)

Agenda Item No. \_\_\_\_\_

**INVESTMENTS**

LAIF Fund 4 - Agency Fund			
Beginning Balance (Fund 4)		468,868	
Net Transfer from (to) Fund 11		0	
Fair Value Factor for quarter ending 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 04 Ending Balance</b>		<u>468,868</u>	
LAIF Fund 6 - Wastewater Revenue Refunding Bonds			
Beginning Balance (Fund 6)		755	
Net Transfer from (to) Fund 11		0	
Fair Value Factor for quarter ending 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 06 Ending Balance</b>		<u>755</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 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 10 Ending Balance</b>		<u>0</u>	
LAIF Fund 11 - Operating Fund			
Beginning Balance (Fund 11)		23,964,201	
Net Transfer from (to) Fund 04		0	
Net Transfer from (to) Fund 06		0	
Net Transfer from (to) Fund 12		629,657	
Net Transfer from (to) Fund 13		(62,553)	
Fund Transfer from (to) LAIF - WF		(1,600,000)	
Fair Value Factor for quarter ending 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 11 Ending Balance</b>		<u>22,931,305</u>	
LAIF Fund 12 - Reserve Fund			
Beginning Balance (Fund 12)		26,837,678	
Net Transfer from (to) Fund 11		(629,657)	
Fair Value Factor for quarter ending 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 12 Ending Balance</b>		<u>26,208,021</u>	
LAIF Fund 13 - Capital Improvement Fund			
Beginning Balance		11,984,595	
Connection Fees	62,553		
(Disbursements) or Reimbursements	<u>0</u>		
Net Transfer from (to) Fund 11		62,553	
Fair Value Factor for quarter ending 03/31/2023		0	
Interest (Pd quarterly - Int. Rate 2.74%)		0	
<b>Fund 13 Ending Balance</b>		<u>12,047,148</u>	
<b>TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13</b>			<u>61,656,097</u>

**CASH IN CHECKING ACCOUNT**

**WELLS FARGO - FUND 11**

Beginning Balance		2,051,045	
Deposits		137,514	
Fund Transfer from (to) LAIF (net)		1,600,000	
Disbursements and Payroll		(1,423,446)	
<b>Wells Fargo Ending Balance</b>		<u>2,365,113</u>	

**CALTRUST - FUND 11**

Beginning Balance		1,053,725	
Interest Income		3,023	
Unrealized Gain / <Loss>		10,886	
<b>CalTRUST Ending Balance</b>		<u>1,067,634</u>	

<b>TOTAL WELLS FARGO AND CALTRUST CHECKING</b>			<u>3,432,747</u>
<b>TOTAL CASH AND INVESTMENTS</b>			<u>65,088,843</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:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Ron Buchwald, Interim General Manager  
**SUBJECT:** Discussion of the City Council Meeting Presentation by VSD on April 19, 2023

---

**Suggested Action**

Discuss

**Strategic Plan Compliance**

GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**

No fiscal impact with this item.

**Environmental Review**

This is not a project as defined by CEQA. No further action required.

**Background**

On April 19th, 2023, Ron Buchwald, Interim General Manager, and Jeanette Juarez, Chief Administrative Officer, gave a presentation to the City of Indio City Council during their City Council meeting on VSD's proposed sewer rate increase. After the presentation, there were several comments and questions by the Mayor and City Council. A video link to the City Council meeting was made available to the Board members with a request to view the presentation. This staff report is presented for the Board to discuss the questions and comments by the Mayor and City Council.

**Recommendation**

Review the City Council meeting on April 19th and discuss the comments and questions by the Mayor and City Council.



**Valley Sanitary District**

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Ron Buchwald, Interim General Manager  
**SUBJECT:** Review and Discuss the Proposition 218 Notice, Public Outreach and Provide Direction to Staff

---

**Suggested Action**  
Action

**Strategic Plan Compliance**  
GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**  
There is no fiscal impact with this item.

**Environmental Review**

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

**Background**

On March 14, 2023, the Board approved the release of the Proposition 218 Notice to inform property owners and rate payers of a public hearing on May 23, 2023, for the Board to consider and vote on a proposed sewer rate increase. As of April 18, the District has received 160 protest letters that have been confirmed as accurate. On April 19, 2023, Staff attended the City of Indio City Council meeting to provide a presentation to City Council on the proposed sewer rate increase. Staff answered their questions and listened to their comments. On March 28, 2023, the Board provided direction to staff to find additional opportunities to inform the rate payers on the proposed rate increase. Andrea Carter from Andrea Carter & Associates is here to present an update on the public outreach to the rate payers.

**Recommendation**

Review and discuss the information and provide directions to staff.





**Valley Sanitary District**

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Ron Buchwald, Interim General Manager  
**SUBJECT:** Discuss Operational Logistics in Preparation for the Public Hearing on May 23, 2023

---

**Suggested Action**  
Action

**Strategic Plan Compliance**  
GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**  
There is no fiscal impact to this report.

**Environmental Review**

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

**Background**

On May 23, 2023, a public hearing will be held during the regularly scheduled Board Meeting to discuss the proposed sewer rate increase. Staff believes based on several calls and social media posts, that a large contingent of people will show up to protest the proposed sewer rate increase. To prepare for this potentially large amount of people, staff will park their cars in the back of the plant to allow for as much parking available up front. Five (5) spaces between the Administration Building and Operations Building will be reserved for the Board of Directors. The main gate will remain open between the hours of 12:00 PM and 1:30 PM. Staff will help direct cars to the parking spaces and to manage the front gate. People wanting to attend the Board meeting will be directed to the Admin building. Admin staff will be prepared to have signed forms available so they may properly submit formal protests.

Staff would like to connect with the City of Indio Police Department to hear any recommendations and possibly request an officer on site to ensure public safety during the public hearing.

**Recommendation**

Authorize the Interim General Manager to prepare for the May 23 Public Hearing and allow staff to inquire with the City of Indio Police Department about recommendations and costs to attend the hearing.



**Valley Sanitary District**

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Ron Buchwald, Interim General Manager  
**SUBJECT:** Discussion of Proposed Updates to the Valley Sanitary District Procurement Policy

---

**Suggested Action**  
Discussion

**Strategic Plan Compliance**  
GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**  
There is no fiscal impact to this report.

**Environmental Review**

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

**Background**

Under California Government Code 54202 “Every local agency shall adopt policies and procedures, including bidding regulations, governing purchases of supplies and equipment by the local agency. Purchases of supplies and equipment by the local agency shall be in accordance with said duly adopted policies and in accordance with all provisions of law governing same. No policy, procedure, or regulation shall be adopted which is inconsistent or in conflict with the statute”.

The purpose of the District’s Procurement Policy is to guide District staff in the procurement of goods and services needed for the District. The revised draft policy introduces new limits for informal and formal procurement processes. Staff obtained procurement documents and thresholds for four (4) neighboring agencies for the Board of Directors to compare. Additionally, staff included the Blanket PO list approved at the beginning of the fiscal year 2022/23 budget and a list of expenditures for

vendors year to date. Staff requests guidance from the Board of Directors on how to proceed with the proposed edits to the procurement policy.

**Recommendation**

Staff recommends that the Board of Directors review the proposed updates to the procurement policy and provide staff with direction as to how to proceed.

**Attachments**

[Procurement Tables.pdf](#)

[6.1 2022-2023 Final Blanket Purchase Order list of Vendors - BOARD.pdf](#)

[Vendor Activity Report FY23.xlsx](#)

[Purchasing Policy Comparison.pdf](#)

# Current Policy

## Non-Public Projects

Procurement of Non-Public Projects Supplies and Equipment		
Level 1	Level 2	Level 3
Department Manager	General Manager	Board of Directors
Informal Procurement Process <ul style="list-style-type: none"> <li>Up to 10K – 3 quotes or proposal</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>10K-30K – 3 quotes or proposals, or sole source documentation or emergency memo</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal bid/proposal process</li> </ul>
Department Manager Award Up to \$10,000	General Manager Up to \$30,000	Board of Directors Over \$30,000

Procurement of Non-Public Projects Services (Including Professional Services)		
Level 1	Level 2	Level 3
Department Manager	General Manager	Board of Directors
Informal Procurement Process <ul style="list-style-type: none"> <li>Up to 5K – 3 quotes or proposal</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>5K-30K – 3 quotes or proposals, or sole source documentation or emergency memo</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal bid/proposal process</li> </ul>
Department Manager Award Up to \$5,000	General Manager Up to \$5,000 to \$30,000	Board of Directors Over \$30,000

## Public Projects

Procurement of Public Projects		
Level 1	Level 2	Level 3
	General Manager	Board of Directors
N/A	<ul style="list-style-type: none"> <li>Bid through bidders list of qualified contractors</li> <li>Invitation for Bid (IFB) process</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal Invitation for Bid (IFB)</li> </ul>
	General Manager Up to \$15,000	Board of Directors Over \$15,000

# Option 1

## Non-Public Projects

Procurement of Non-Public Projects Supplies and Equipment		
Level 1	Level 2	Level 3
Department Manager	General Manager	Board of Directors
Informal Procurement Process <ul style="list-style-type: none"> <li>Up to 10K – 1 quote or proposal</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>10K-30K – 3 quotes or proposals, or sole source documentation or emergency memo</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal bid/proposal process</li> </ul>
Department Manager Award Up to \$10,000	General Manager Up to \$30,000	Board of Directors Over \$30,000

Procurement of Non-Public Projects Services (Including Professional Services)		
Level 1	Level 2	Level 3
Department Manager	General Manager	Board of Directors
Informal Procurement Process <ul style="list-style-type: none"> <li>Up to 5K – 1 quote or proposal</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>5K-10K – 3 quotes or proposals, or sole source documentation or emergency memo</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal bid/proposal process</li> </ul>
Department Manager Award Up to \$5,000	General Manager Up to \$10,000	Board of Directors Over \$10,000

## Public Projects

Procurement of Public Projects		
Level 1	Level 2	Level 3
	General Manager	Board of Directors
N/A	<ul style="list-style-type: none"> <li>Bid through bidders list of qualified contractors</li> <li>Invitation for Bid (IFB) process</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal Invitation for Bid (IFB)</li> </ul>
	General Manager Up to \$15,000	Board of Directors Over \$15,000

# Option 2

## Non-Public Projects

Procurement of Non-Public Projects Supplies and Services (Including Professional Services)		
Level 1	Level 2	Level 3
Department Manager	General Manager	Board of Directors
Informal Procurement Process <ul style="list-style-type: none"> <li>Up to 10K – 1 quote or proposal</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>10K-30K – 3 quotes or proposals, or sole source documentation or emergency memo</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal bid/proposal process</li> </ul>
Department Manager Award Up to \$10,000	General Manager Up to \$30,000	Board of Directors Over 30,000

## Public Projects

Procurement of Public Projects		
Level 1	Level 2	Level 3
	General Manager	Board of Directors
N/A	<ul style="list-style-type: none"> <li>Bid through bidders list of qualified contractors</li> <li>Invitation for Bid (IFB) process</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>Formal Invitation for Bid (IFB)</li> </ul>
	General Manager Up to \$15,000	Board of Directors Over \$15,000

**Valley Sanitary District**

**Proposed Blanket Purchase Orders**

**FY 2022 / 2023**

Vendor Name	Blanket PO	GL#	Description	Purchase	0	414-3	414-4	410-1	414-1	414-2	412-1	411-1	Total
	2022 / 2023			Order #	No Dept	Admin	Board	Coll	Eng	Lab	Maint	Ops	
Best, Best & Krieger	\$70,000	11-5552-414-0	Professional / Legal			\$40,000	\$30,000						\$70,000
Cintas Corp	\$24,220	11-5152-41#-#	Clothing					\$2,700	\$2,700	\$4,000	\$7,820	\$7,000	\$24,220
Cintas Corp	\$22,500	11-5450-4101	Mats, Shop Towels, Etc, and Fees								\$22,500		\$22,500
Enthalpy	\$40,000	11-5750-414-2	Research and testing							\$40,000			\$40,000
Indio Water Authority (EVRA JPA)	\$200,000	11-8660-000-0	Water Reuse Project (EVRA JPA)		\$200,000								\$200,000
NPDES Permit	\$52,000	11-5420411-1	Annual Permit Fee									\$52,000	\$52,000
Polydyne, Inc.	\$74,000	11-5450-411-1	Polymer									\$74,000	\$74,000
Southwest Networks, Inc.	\$7,859	11-5500-414-3	Backup/Disaster Recovery			\$7,859							\$7,859
Southwest Networks, Inc.	\$25,000	11-5553-414-3	Equipment and Other Services			\$25,000							\$25,000
Univar USA Inc.	\$90,920	11-5470-411-1	Ferric Chloride									\$90,920	\$90,920
Univar USA Inc.	\$307,200	11-5470-411-1	Sodium Hypochlorite									\$307,200	\$307,200
Univar USA Inc.	\$126,000	11-5470-411-1	Sodium Bisulfite									\$126,000	\$126,000
<b>TOTAL</b>	<b>\$1,039,699</b>				<b>\$200,000</b>	<b>\$72,859</b>	<b>\$30,000</b>	<b>\$2,700</b>	<b>\$2,700</b>	<b>\$44,000</b>	<b>\$30,320</b>	<b>\$657,120</b>	<b>\$1,039,699</b>



<b>Vendor</b>	<b>Paid YTD FY23</b>
Schneider Electric Buildings Americas,	\$2,851,786.53
Downing Construction, Inc:	\$1,908,470.11
Paychex - Direct Deposit:	\$1,881,927.04
CalPERS Retirement:	\$1,163,212.95
Banc of America Leasing:	\$1,073,875.00
Paychex - Tax:	\$901,886.11
Bank of New York	\$595,000.62
CalPERS Health:	\$495,535.88
Imperial Irrigation District:	\$487,178.13
Univar Solutions:	\$443,599.08
Desert Cornerstone Insurance Service,	\$354,876.00
Indio Water Authority:	\$214,426.77
Carollo Engineering, Inc:	\$169,443.88
Harris & Associates:	\$166,900.90
Umpqua Bank:	\$143,333.36
Todd Groundwater:	\$87,227.86
Superior Protection Consultants:	\$86,632.00
Calif. Sanitation Risk Mgmt	\$84,781.00
Southwest Networks, Inc.:	\$72,070.63
Bank of New York	\$68,343.75
Flo-Systems Inc.:	\$67,932.80
Standard Insurance Company:	\$59,892.72
SolarCity:	\$56,147.29
Innovative Federal Strategies LLC:	\$45,637.97
Townsend Public Affairs, Inc:	\$45,000.00
NBS Government Finance Group:	\$43,963.79
Nationwide Retirement Solution:	\$43,238.00
Tesco Controls, LLC:	\$42,546.00
JWC Environmental Inc.:	\$41,661.71
Grainger:	\$40,707.12
SC Fuels:	\$40,104.03
Best, Best & Krieger:	\$39,940.75
Golden Bell Products, Inc.:	\$38,665.12
South Coast A.Q.M.D:	\$38,517.95
Dudek & Associates, Inc.:	\$37,270.77
Quinn Company:	\$37,037.23
Desert Arc:	\$36,522.88
Mission Square (formerly ICMARC	\$35,594.73
Engineering Solutions Services, Inc:	\$34,987.50
Polydyne, Inc.:	\$34,173.06
Advanced Resources, LLC:	\$33,724.13
Xylem Dewatering Solutions USA,	\$32,574.48
Coachella Valley History Museum:	\$32,500.00
Caltest Analytical Laboratory:	\$32,273.52
OpenGov, Inc:	\$29,286.00
Promium, LLC:	\$27,914.20
Haaker Equipment Company:	\$27,692.28
CalPERS 19.0416666666667	\$26,000.00
Hach Company:	\$25,771.37
California Environmental Controls:	\$24,505.12
Cintas Corp:	\$24,140.56
Birdseye Planning Group:	\$23,415.00
Colonial Life:	\$20,192.78
Blackbaud, Inc.:	\$19,106.20

Davis Farr LLP:	\$18,920.00
Calif. Assoc. of Sanitation	\$18,625.00
State Water Resources Control	\$18,512.00
Aztec Containers:	\$18,383.10
Kaman Industrial Technologies:	\$18,228.40
High Tech Mailing Services:	\$17,116.89
Burrtec Waste & Recycling	\$16,720.27
Rockwell Solutions:	\$15,744.29
Granicus, LLC:	\$14,607.73
GPE Controls, Inc.:	\$13,793.81
Automation Pride:	\$13,008.24
Tritech Software Systems:	\$12,541.84
Gallagher Benefit Services, Inc:	\$12,500.00
MARCAB Company, Inc.:	\$11,892.26
Charter Communications:	\$11,714.85
Alfa Laval Inc.:	\$10,515.71
Leighton Consulting, Inc:	\$9,839.60
Stantec Consulting Services, Inc.:	\$9,823.87
Willdan Financial Services:	\$9,810.63
NeoGov:	\$9,769.23
FedEx:	\$9,759.14
Verizon Wireless:	\$9,589.26
MidAmerica:	\$9,510.00
Enthalpy Analytical, LLC:	\$9,500.00
Calif. Special District Association:	\$9,410.00
National Association of Clean	\$8,385.00
CV Strategies:	\$8,137.50
Facilities Protection Systems:	\$8,095.00
Rauch Communication Consultants, Inc.:	\$8,065.40
Plumbers Depot Inc.:	\$7,538.71
Lawson Products, Inc.:	\$7,371.17
Walters Wholesale Electric:	\$7,320.42
Parkhouse Tire Services, Inc.:	\$7,310.82
McMaster-Carr Supply Co.:	\$7,228.57
USA Blue Book:	\$6,456.97
Van Dyke Corporation:	\$6,454.00
Healthy Futures, Inc.:	\$6,000.00
SoCal Gas:	\$5,977.03
Mobile Modular Management Corp:	\$5,896.35
Swains Electric Motor Service:	\$5,796.25
Fulton Distributing Co.:	\$5,784.47
Desert Fire Extinguisher Co.,	\$5,726.92
Goldstreet Design Agency, Inc:	\$5,681.19
Geotab USA, Inc:	\$5,578.29
Industrial Filter Manufacturers, Inc.:	\$5,493.47
Basic:	\$5,375.65
Western Water Works:	\$5,236.42
CPS HR Consulting:	\$5,175.00
SCAP:	\$5,058.00
Staples Advantage:	\$4,986.13
Associated Time On Demand:	\$4,951.98
High Tech Irrigation Inc.:	\$4,639.37
Paychex - Fee:	\$4,556.98
CivicPlus LLC:	\$4,520.25
D & H Water	\$4,327.66

Paychex - Garnishment:	\$4,283.20
Master's Refreshment Services LLC:	\$4,275.28
Southern California Boiler, Inc.:	\$4,019.96
Raul Pena:	\$4,000.00
4imprint, Inc:	\$3,996.30
Superior Truck & Auto	\$3,872.71
E.S. Babcock & Sons,	\$3,794.00
Desert Hose & Supply:	\$3,793.12
WateReuse Association:	\$3,780.00
Trimax Systems. Inc. -	\$3,600.00
Ferguson Enterprises #1350:	\$3,594.14
Jim's Desert Radiator &	\$3,500.00
Anna Bell:	\$3,366.13
Frontier Communications:	\$3,235.63
County of Riverside, Auditor-Controller:	\$3,219.49
West Coast Arborists, Inc.:	\$3,045.00
White Cap, L.P.:	\$2,957.85
Fluid Components International LLC:	\$2,708.71
Diamond Environmental Services, LP:	\$2,683.30
Riverside County Clerk:	\$2,598.00
Desert Recreation Foundation:	\$2,500.00
Pipe Logix, Inc.:	\$2,500.00
Eric Schwabel:	\$2,405.00
Dept. of Environmental Health:	\$2,393.00
Underground Service Alert:	\$2,373.31
Consolidated Electrical Distributors, Inc.:	\$2,198.08
Bank of New York	\$2,182.20
Cart Mart, Inc.:	\$2,103.98
Foster-Gardner, Inc.:	\$2,093.44
Yellow Mart:	\$2,008.44
De Lage Landen Financial	\$2,001.09
Badger Meter, Inc:	\$1,943.39
Miguel Serna:	\$1,943.11
Alliance Protection:	\$1,853.91
United Refrigeration Inc.:	\$1,836.44
RACO Manufacturing & Engineering	\$1,800.00
Rudy's Pest Control:	\$1,800.00
Beck Oil, Inc.:	\$1,781.49
Royal Industrial Solutions:	\$1,671.76
Debra Canero:	\$1,629.39
Total Compensation Systems, Inc.:	\$1,620.00
Konecranes, Inc.:	\$1,560.00
CWEA/CORBS:	\$1,540.00
Tops 'N Barricades Inc.:	\$1,536.43
Harrell & Company Advisors,	\$1,500.00
International Accreditation Service, Inc:	\$1,500.00
Carquest Auto Parts:	\$1,475.83
Linde Gas & Equipment	\$1,473.56
Beverli Marshall:	\$1,430.98
Michele Austin:	\$1,426.70
Water Environment Federation:	\$1,410.00
DLT Solutions, LLC:	\$1,400.37
Desert Sewer Supply, Inc.:	\$1,397.38
Safety-Kleen Systems, Inc.:	\$1,374.43
City of Coachella:	\$1,353.25

Eisenhower Occupational Health:	\$1,295.00
Leadership Coachella Valley:	\$1,200.00
DKF Solutions Group, LLC:	\$1,130.00
Fisher Scientific:	\$1,128.90
Chavez Events Corp:	\$1,080.00
Chemco Products Co.:	\$1,050.47
Western Pump, Inc.:	\$995.17
Desert Sun Publishing Company:	\$961.40
Steven Shepard:	\$960.18
Scott Sear:	\$951.00
Kirk Pierce:	\$902.00
Daniels Tire Service, Inc.:	\$873.26
Certified Laboratories Division:	\$823.62
Superior Ready Mix Concrete,	\$780.93
Addiction Medicine Consultants:	\$770.00
Pyro-Comm Systems:	\$770.00
Ray Marroquin:	\$767.75
Valley Office Equipment, Inc:	\$756.44
Environmental Resource Associates:	\$754.84
Ivan Monroy:	\$748.32
Fleetcrew:	\$737.99
Thomas Scientific:	\$734.77
EOA, Inc.:	\$727.50
Alliance Integration:	\$725.00
JM Test Systems, LLC:	\$686.02
Analytical Technology, Inc.:	\$684.82
J.G. Tucker & Sons,	\$678.91
Northern Safety Co.:	\$664.95
Purchase Power:	\$661.76
HCI Systems, Inc:	\$639.00
Jeanette Juarez:	\$635.90
American Water Works Association:	\$622.00
IDEXX Distribution, Inc.:	\$614.95
Daniel Mills:	\$608.38
Israel Garcia:	\$601.50
Heberto Moreno:	\$580.25
Jimmy Garcia:	\$577.69
Calif. Water Environment Assn.:	\$576.00
Jacky Barnum:	\$531.40
Pitney Bowes, Inc.:	\$511.11
Nicholas Castaneda:	\$491.17
Andrew Sorensen:	\$443.50
Mark Wiseman:	\$411.50
Innovative Document Solutions:	\$404.19
United Way of the	\$400.00
The Sherwin-Williams Co.:	\$391.00
Donald Gavic:	\$333.20
Cole-Parmer:	\$328.95
Petty Cash:	\$320.82
CellGate:	\$314.00
Xpress Graphics:	\$311.01
Austin Lopanec:	\$295.00
Matthew Pittelli:	\$289.36
Andy Boyd:	\$250.00
Carlos Acevedo:	\$250.00

SPOK, Inc.:	\$247.75
James Mills:	\$241.50
Ronald Buchwald:	\$241.50
Scott Graham:	\$241.50
UPS:	\$234.57
Core & Main LP:	\$231.17
Eduardo Luna:	\$215.00
Uline Shipping Supply:	\$212.13
Paloma Air Conditioning:	\$210.00
State Water Resources Control	\$210.00
Empower (formerly Mass Mutual):	\$200.00
ICMA Membership Renewals:	\$200.00
United States Plastic Corp.:	\$197.82
Dave Commons:	\$193.19
Mario Luna:	\$185.00
NFPA:	\$175.00
Howden Roots LLC:	\$172.73
Mike Duran:	\$159.24
Custom Scale:	\$157.39
Occupational Health Centers of	\$155.50
Interstate All Battery Center:	\$141.58
Franklin Truck Parts, Inc.:	\$139.79
Benlo RV:	\$128.11
Deborah Mulle:	\$111.10
California Association of Mutual	\$100.00
RDO Equipment Company:	\$90.31
Grant Fournier:	\$85.00
Lock Shop:	\$51.23
Calif. Society of Municipal	\$50.00
Diego Rivera:	\$50.00
Dennis Coleman:	\$35.00
Smith Pipe & Supply	\$31.56
Fiesta Ford:	\$28.26
SA Recycling LLC:	\$12.12
Stotz Equipment:	\$5.43

**EXHIBIT A**  
**COACHELLA VALLEY WATER DISTRICT (CVWD)**  
**PROCUREMENT AUTHORIZATION TABLE**

Dollar Amount	Supervisor*	Manager	Assistant Director / Director	General Manager / Assistant GM	Board
\$5,000	X				
\$10,000		X			
\$25,000			X		
\$100,000				X	
\$100,001+					X

\*Note: Supervisor to include Crew Chiefs. Spending limits of Supervisors are not automatic and must be approved by Department Head.



**CITY OF PALM SPRINGS  
PROCUREMENT CHART**

<b>Procurement of Non-Public Projects Supplies and Services (Including Professional Services)</b>			
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	
Informal Procurement Process <ul style="list-style-type: none"> <li>• Pcard for <u>supplies only</u> up to cardholder limit</li> <li>• Up to 10k – 1 quote or proposal</li> <li>• 10k – 25k – 3 quotes or proposals,</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>• 25k – 75k – 3 quotes or proposals, or sole source documentation or emergency memo</li> <li>• Or contact Procurement and Contracting Department for formal bid/proposal</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>• Formal bid/proposal process through the Procurement and Contracting Department</li> </ul>	Department Award Up to \$25,000  Asst./Deputy City Manager up to \$50,000 City Manager Award up to \$75,000  City Council Award Over \$75,000
<b>Procurement of Public Projects</b>			
<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	
Informal Procurement Process <ul style="list-style-type: none"> <li>• Work by Force account</li> <li>• Negotiated Contract</li> </ul>	Informal or Formal Procurement Process <ul style="list-style-type: none"> <li>• Bid through use of a bidders List of qualified Contractors</li> <li>• IFB process</li> </ul>	Formal Procurement Process <ul style="list-style-type: none"> <li>• Formal IFB process conducted by the Engineering Department</li> </ul>	Department Award Up to \$60,000  Asst./Deputy City Manager Up to \$50,000 City Manager Award Up to \$200,000  City Council Award Over \$200,000



# ADMINISTRATIVE PROCEDURES City of Banning

ADoption DATE 06/27/17	FINANCE POLICIES	POLICY NO. B-30
APPROVED BY City Council	POLICY TITLE PROCUREMENT POLICIES & PROCEDURES	AMENDMENT DATE 10/08/2019 (Revision 2)

(3) The Authorization Table outlines who may approve contracts and legally binding agreements with external parties that obligate the City and shall apply to all purchases, including Capital Projects and Professional Services Contracts.

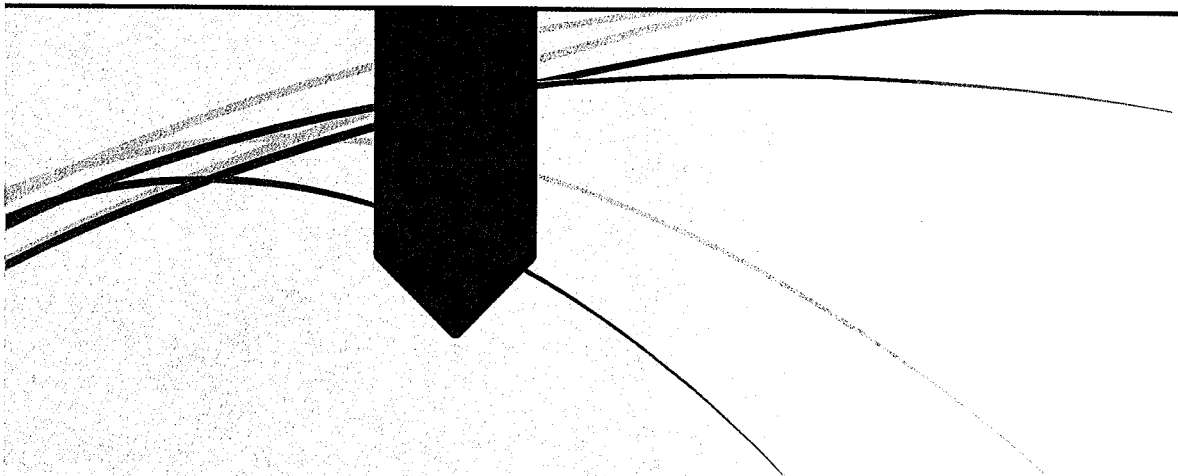
**City of Banning Purchasing Authorization Table**

Purchase Type	Purchase Amount	Procurement	Contract Type	Internal Approval	Vendor Requirements
Goods, Widgets, Equipment	\$0.00 - \$5,000.00	1 Quote	Purchase Order	1. Department Head/Manager or Above	N/A
	\$5,000.01 - \$25,000.00	3 Quotes	Purchase Order	1. Department Head/Manager or Above 2. City Manager if > 10k	N/A
	\$25,000.01 +	Formal Bidding	Purchase Order	1. Department Head/Manager or Above 2. City Manager 3. City Council	N/A
Services, including (non-public works)	\$0.00 - \$5,000.00	1 Quote	Purchase Order	1. Department Head/Manager or Above	1. Insurance 2. City Business Tax 3. CA Business License
	\$5,000.01 - \$25,000.00	3 Quotes	Formal Agreement & Purchase Order	1. Department Head/Manager or Above 2. City Manager if > 10k	
	\$25,000.01 +	Formal Bidding	Formal Agreement & Purchase Order	1. Department Head/Manager or Above 2. City Manager 3. City Council	
Services, Public Works only	\$0.00 - \$60,000.00	1 Quote	Purchase Order	1. Department Head/Manager or Above	1. Insurance 2. City Business Tax 3. CA Business License 4. CSLB 5. DIR
	\$60,000.01 - \$200,000.00	3 Quotes	Formal Agreement & Purchase Order	1. Department Head/Manager or Above 2. City Manager	
	\$200,000.01 +	Formal Bidding	Formal Agreement & Purchase Order	1. Department Head/Manager or Above 2. City Manager 3. City Council	

**3-105 Notes and Exceptions**

- (1) In the absence of the approver for a given request, authorization will be obtained by his/her appointee or the next highest authority in accordance with the Authorization Table.
- (2) At no time can purchases be "split" or otherwise billed separately to circumvent the spending authority.

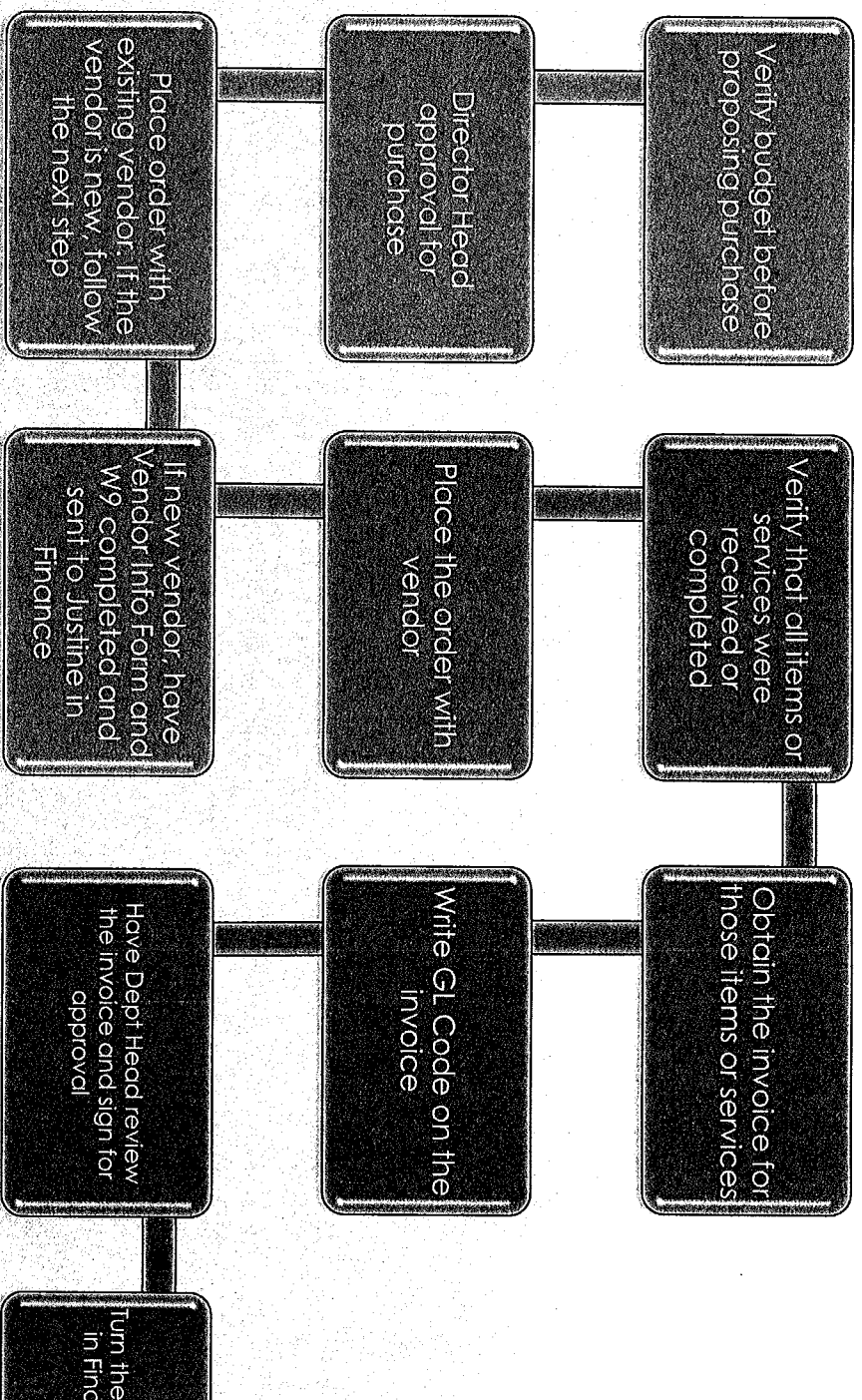




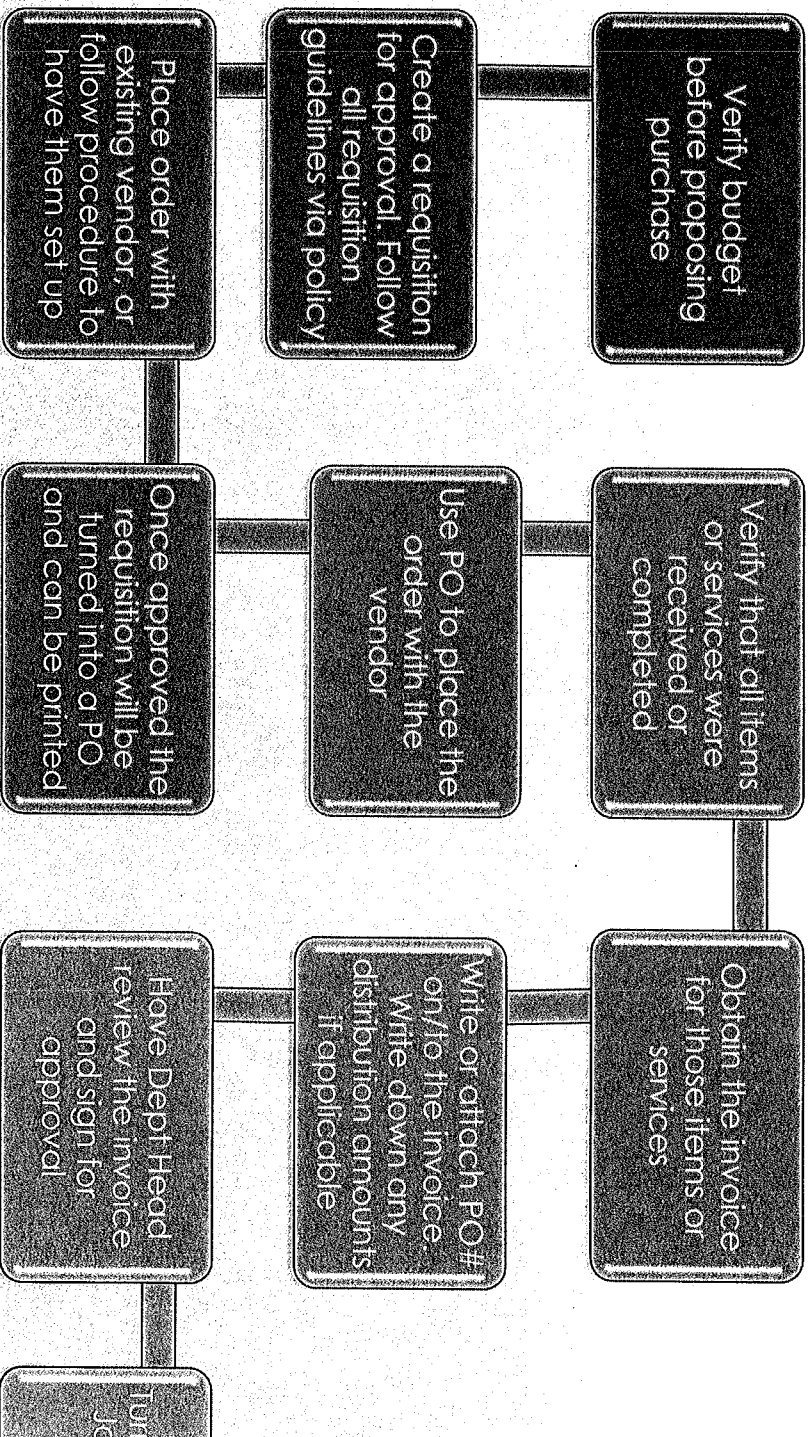
# City of Beaumont

## Purchasing Process

# Process for purchases under \$



# Process for Purchases over \$2,500 Under \$25,000

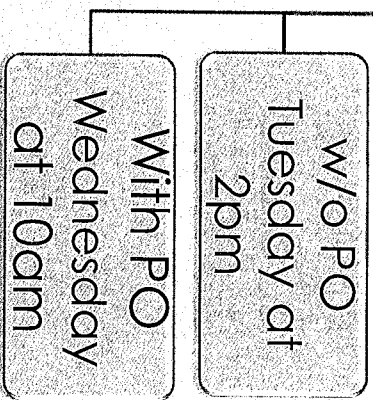


## Processes for purchases over \$25

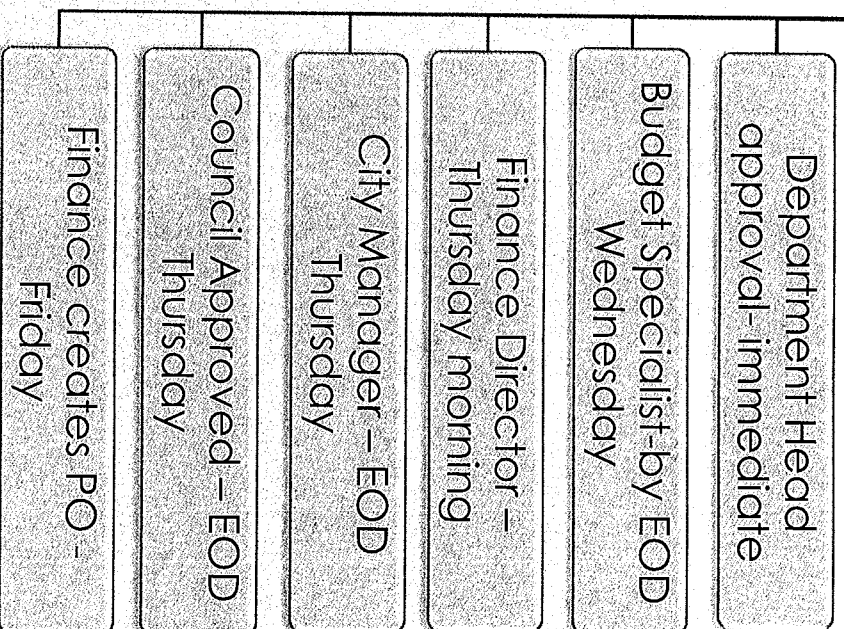
- ▶ Follow all policy and procedures in preparing a presentation for council

# Important deadlines

Invoices  
due by



Requisition  
approval  
path/  
schedule



# Who can help me?

## Budget Analyst

- Budget
- Requisition approval
- Grants
- CFD payoff
- Project accounts

## Jackie

- Accounts Payable
- Vendor History and Information
- Creates POs
- Legal accounts
- Amazon acct admin
- Simplifile account admin
- Public Purchase acct admin
- UPS Shipping

## Jennifer

- Bonds
- Transit Accounting
- DIFs
- TUMF reporting
- MSHCP reporting
- Developer agreements
- Manages Budget Analyst

## Justine

- Accounts Receivable
- New Vendor Setup
- Creates Invoices
- Weed Abatement
- Voyager Cards
- Credit Card Liaison
- Transit Stickers
- UPS Shipping





**Date:** October 16, 2018

**Prepared By:** Allison M. Edmisten, Chief Financial Officer

**Subject:** Consideration of an Updated Procurement Policy for the Yucaipa Valley Water District

**Recommendation:** That, by minute order, the Board adopts the proposed Procurement Policy.

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During the most recent year-end financial audit, District staff became aware that our procurement policy was out of date and needed to be updated. Attached is a revised version of the District's current procurement policy that was adopted by the Board on June 20, 2007 [DM 07-070].

The changes to the procurement policy include:

- Definitions – “Formal Solicitation” (Page 1): clarified that all vendors should receive the same information regarding scope/specifications and all responses received must be kept in confidence until the bid is awarded.
- Section 1.9 (Page 3): Added “expenses, lodging and meals” to the Travel line item.
- Section 2.5 (Page 4): New language to clarify the first level of approval should ensure the quotes are in accordance with the procurement policy.
- Authorization Table (Page 4): Updated titles across the top and changed the Manager limit from \$10,000 maximum to \$25,000 which is in line with how the District has been operating.
- Section 3.1 Table (Page 5): Changed the lower limit to \$4,999 maximum and updated language to state “Solicit two informal (phone/written) quotes whenever practical.”
- Section 3.3: Clarified when it is appropriate to use a sole source vendor and how it should be documented.
- Section 3.4: Added language to address the new Department of Industrial Relations (DIR) requirements the District currently follows.

Legal counsel has reviewed the recommended policy as well as our auditors Vavrinek, Trine, Day & Company, LLP.

#### Financial Consideration

There is no financial impact to the District by updating the procurement policy.



## PROCUREMENT POLICY

### **Purpose**

The purpose of this policy is to provide uniform procedures for acquiring services and materials for the District, including bidding regulations, as required by Government Code, Section 54202 to assure purchases are accomplished in a manner providing maximum benefits and minimum costs to the District.

### **Scope**

This policy applies to the purchase of all equipment, services and materials that have been budgeted by the Board of Directors ("Board") through the annual budget process.

From time-to-time the Board may provide direction that may create more restrictive purchasing definitions, methods of purchasing, delivery policy and authority limits. If this policy is ever in conflict with Board direction, the direction of the Board shall govern until this policy can be revised to be consistent with Board direction.

### **Definitions**

*"Budgeted"* shall mean the amount of appropriations within a fund adopted for expenditure by the Board.

*"Change Order and Amendment"* shall mean any modification to an existing procurement or respective contractual document.

*"Emergency Procurement"* shall mean any procurement required for the prevention against imminent danger, or to mitigate the loss or impairment of: (1) life, health, or public safety of District employees, suppliers, contractors; or (2) public or private property; or (3) any other valid danger/situation which cannot reasonably be foreseen and would have a significant effect on the public's health/safety.

*"Formal Bid Process"* shall mean the public bidding process used for purchases of supplies, equipment or services having a value greater than fifty thousand dollars (\$50,000) not otherwise excluded from this policy. The process requires a public notice of intent to bid, availability of specifications and bid opening, public access to the results of the process, and Board approval of bid award.

*"Formal Solicitation"* shall mean the issuance of a written request for bids, proposals, or quotations. All vendors must receive the same information about specifications and requirements and requirements of the product or service, and all responses received must be kept in confidence until the bid is awarded.



*"Informal Solicitation"* shall mean the verbal or written request for a verbal or written bid, proposal, or quotation.

*"Procurement"* shall mean the purchase of otherwise compensatory securing of materials, supplies, services, leases, equipment, real property, or public works services.

*"Professional Services"* shall mean any specially trained and experienced person, firm or corporation, providing services and advice in financial, economic, accounting, engineering, information services, technical architectural, or administrative / professional matters.

*"Public Works"* shall mean the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other improvement as specified in the California Public Contract Code; specifically, Article 40, sections 20640-20644, and Article 72, sections 21050-21051.

*"Single Source"* shall mean procurement where there is a compelling reason for only one source, a preferred brand, like material, etc., to be procured.

*"Sole Source"* shall mean procurement where only one viable source exists. This is usually due to legal restrictions of patent rights, a proprietary process, warranty issues, original equipment, copyrights, etc.

## **1.0 PROCUREMENT INSTRUMENTS**

- 1.1 **Petty Cash** – Petty cash is available through the Administrative Services Department and may be used for emergency purposes, cash advances, and/or reimbursements for approved cash expenditures. Petty cash is generally limited to a maximum of \$50.00 per transaction. The use of petty cash for the purchases of goods, supplies, materials or equipment, except in the event of an immediate need or emergency, is discouraged and shall not be for the purpose of circumventing any provision of the procurement process. Authorization for the use of petty cash must be by the employee's supervisor. Additionally, an employee cannot approve their own use or receipt of petty cash.
- 1.2 **Credit Cards** – Credit cards are only to be used for materials, supplies and equipment, for travel related expenses to attend meetings, conferences, seminars and trips, and for single transactions less than or equal to \$2,000, unless authorized by the General Manager.
- 1.3 **Check Requests** – The check request method is used to request payment for items when a Purchase Order is not accepted by the Vendor, the amount exceeds Petty Cash limits, there is no ability to have an invoice submitted, and the purchase is not more than \$2,000. Some examples may include C.O.D. deliveries, education reimbursement, fees and permits, conference registration or subscriptions.
- 1.4 **Purchase Orders** – Purchase Orders are used to procure goods such as materials, equipment, parts and supplies.
- 1.5 **Task Orders** – Task Orders are used to identify specific work requirements authorized by a "General Services Agreement" (GSA) and is used for the procurement of services that will be performed over more than one fiscal year.

- 1.6 **General Services Agreement (GSA)** – A General Services Agreement (GSA) is used to set forth the terms and conditions when establishing a contractual relationship for services between the District and an Independent Contractor. All agreements must contain the signature of both the Contractor and the District representative in accordance with the Levels of Authority listed below. A Task Order detailing the scope of work, deliverables and performance requirements will accompany the GSA prior to the payment for such services.
- 1.7 **Construction Contracts** – Formal Notice Inviting Bids, boilerplate documents and specifications must be prepared in accordance with State law. All Construction Contracts equal or greater than \$35,000 must be administered in accordance with the State, Public Contract Code, Sections 20640, et seq. and be approved by the Board of Directors.
- 1.8 **Change Orders** – A change order is required for Task Orders or Construction Contracts when work performed will exceed the approved amount.
- 1.9 **Invoices** – There are occasions when invoices are the only document used to authorize expenditures. Examples include but are not limited to items listed in the table below.

Advertisements	Laboratory Services
Annexation Expenses	Legal Fees
Application Fees	Leases (Equipment & Vehicles)
Assessment District Expenses	Licenses and Permits
Association Fees	Medical Services
Audit and Accounting Charges	Memberships
Bank Charges and Fees	Meter / Copy Usage
Bond Transactions	Newspaper / Employment Ads
Claims	Notices
Computer Hardware / Software	Payroll
Conferences	Petty Cash
Contributions to Other Agencies	Postage
Court Reporting	Printing & Publishing
Credit Card Purchases	Public Relations
Certifications and Renewals	Refunds (Construction & Billing)
Debt Service	Regulatory Expenses
Director Fees and Expenses	Safety
Dues and Subscriptions	Seminars
Easements	Supplemental Water Purchases
Education Reimbursements	Subscriptions
Employee Benefits	Tax Collection Fees
Employee Reimbursements	Temporary Employment Agencies
Fees & Permits, Environmental	Training
Fees & Permits, General	Travel Expenses, Lodging and Meals
Insurance	Utilities

## 2.0 PURCHASING AUTHORIZATION & APPROVAL REQUIREMENTS

The Purchasing Agent (i.e, Supervisor, Executive Team Manager, Implementation Manager/CFO, General Manager or Board, as the case may be) has the authority set forth in the Standard Purchase Authorization Table below to purchase supplies, equipment and services subject to the limitations set forth in the Budget and hereafter stated to the

Purchasing Agent. The following limits do not apply to utility services or other amounts imposed by rates or charges of other agencies providing service.

- 2.1 Purchases, agreements, services, leases and/or contracts for materials, supplies, equipment, and other personal property shall be made in accordance with this policy.
- 2.2 Splitting or separating of material, supply, service, lease, and equipment orders or projects for the express purpose of evading the requirements of this policy, is strictly forbidden.
- 2.3 Unbudgeted expenditures for specific funds that remain within the District’s approved budget are at the General Manager’s discretion. Board approval will be required for transfer requests between funds (projects) or any increases to the overall District budget.
- 2.4 All purchase requests must be submitted on a Purchase Order Request (POR) form authorized by the appropriate signatory level as indicated in the table below.
- 2.5 The first level of approval should review any required quotes in accordance with this policy.

Standard Purchase Authorization Table					
Dollar Amount	Supervisor	Executive Team Manager	Implementation Manager/CFO	General Manager	Board of Directors
\$0 to \$2,500	X				
\$2,501 to \$25,000		X			
\$25,001 to \$40,000			X		
\$40,001 to \$100,000				X	
Greater than \$100,001					X

**3.0 PROCUREMENT SOLICITATION & SELECTION**

Solicitation of quotations, proposals and offers will be provided for each procurement effort. Selection will be performed in a fair process to provide the best value to the District for the available funding.

**3.1 Competitive Solicitation**

As a statement of policy and in accordance with the criteria specified in this policy, all purchases or contracts for materials, supplies, equipment and services will be based, whenever possible and practicable, on competitive solicitation. There may be

exceptions to the competitive process for emergency conditions, supply limitations, or other circumstances with justification for such waiver being documented with the acquisition.

Examples of exceptions to the competitive process may include:

- Emergency Conditions as defined in this policy;
- Sole source limitations; time constraints; or other circumstances where the General Manager is satisfied that the best price, terms and conditions for the procurement have been negotiated;
- Purchases listed in Section 1.9 above; and
- When the goods, services, materials or equipment required are of such a nature that specifications are not readily available and cannot be developed in a timely manner to meet the needs of the District, in which case the General Manager shall be authorized to negotiate the procurement for the price, terms and conditions deemed to be in the best interest of the District.

Purchase Amount	Bid Type
\$0 to \$4,999	Solicit two informal (phone/written) quotes whenever practical
\$5,000 to \$49,999	Solicit three informal (phone/written) quotes
\$50,000 to \$100,000	Solicit three formal quotes
\$100,001 +	Solicit three formal quotes/RFP/Bid Process

Upon completion of selection and purchase authorization, all documentation shall be forwarded to Administrative Services for input to the financial accounting and document management systems for processing.

3.2 Professional Services

Professional services are defined as any specially trained and experienced person, firm, or corporation specializing in financial, economic, accounting, engineering, technical, legal, architectural, or other specialized disciplines. Technical and maintenance services (e.g. janitorial services, landscape maintenance, etc.) differs from professional services in that they involve limited discretionary judgment and are primarily manual in nature.

Although there is no one absolute definition for professional services, the following elements shall be used as a guideline to determine whether or not a trade or occupation qualifies as a professional service:

- Is a license indicating sufficient qualification for a trade or occupation required?
- Are there general standards established and widely accepted for performance of this trade, occupation or service?
- Is advanced and prolonged academic study a prerequisite for practicing this trade, occupation or service?

- Does the trade or occupation involve specialized knowledge and experience beyond mere skill?
- Is work performed predominately mental rather than manual?

Due to the nature of these services, California law does not require competitive bidding for acquisition of professional services. As a matter of policy, competitive proposals will be solicited where practical and possible from more than one service provider at the recommendation of the General Manager and subject to the approval of the Board.

### 3.3 Sole Source Requests

District policy is to base the purchase of materials, supplies, equipment and services on competitive solicitation whenever possible and practicable.

A sole/single source purchase is necessary when the acquisition can be made from only one qualified supplier of a product or service. Similarly, a sole brand request is required when a given brand of product specifically meets the form, fit, and function of procurement; or is necessary to standardize certain parts, designs, or features in order to realize overall economics.

Sole source purchases may also include equipment which has been standardized by the District or items that have only one distributor authorized to sell in this area.

These purchases must be justified/documentated in writing and approved by the appropriate approver from the authorization table.

### 3.4 Public Works

Public Works projects are limited to the new construction, reconstruction, erection, alterations, and improvements involving publicly owned or operated facilities have a value of \$100,000 or more. Public Works projects do not include routine, recurring, replacement, and usual maintenance work and repair performed on existing public facilities to keep them operational.

- Pursuant to Labor Code, Section 1725.5, all contractors have to register as a public works contractor with the Department of Industrial Relations (DIR) if the total value of the project exceeds \$15,000 for maintenance work or \$25,000 for new construction, alteration remodel, demolition or repair work.
  - Contractor must be registered at the time of the bid or the bidder will be declared unresponsive.

### 3.5 Emergency Purchases

While the occasional need for emergency or immediate acquisitions of supplies, materials, services, or equipment is recognized, the practice should be minimized in order to allow all functional areas to best perform their responsibilities in accordance with this policy and the systematic processing of work.

The definition of an "emergency" as defined in the Public Contracts Code, Section 1102, is a sudden, unexpected occurrence that poses a clear and imminent danger, requiring action to prevent or mitigate the loss or impairment of life, health, property or essential public service.

Emergency procurement shall be initiated by a Department Manager, approved by the General Manager and subsequently ratified by the Board. The General Manager has authority to procure goods, materials, services and equipment of over \$100,000 in



emergency situations, but ratification of the procurement must be brought to the next scheduled Board Meeting.

**Emergency Conditions:**

For the purposes of this procedure, emergency or immediate procurement action may be taken for the purchase of goods, materials, services and equipment under the following conditions:

- A great public calamity as described above, such as a sanitary sewer overflow.
- The breakdown of machinery or an essential function which requires immediate purchasing action to protect public health, welfare, safety, or service.
- Other conditions, which may not be considered essential for the protection of public health, safety, welfare, or service, but may significantly interrupt essential District functions.

**4.0 VENDOR GIFTS & GRATUITIES**

The receiving of gifts and/or other symbols of appreciation may compromise the integrity of professional relationships and can lead to inappropriate business practices.

All District employees are prohibited from accepting gifts offered by vendors, contractors, consultants, and any other person or organization that may receive financial reimbursement, contribution, or revenue from the District. Gifts shall include, without limitation, entertainment, meals, trips, or other notable gestures of appreciation aggregating \$50.00 or more from any one source in a calendar year. All gifts that are tendered or received should be disclosed to the Department Manager and returned.

**5.0 ETHICAL PRACTICES**

It is a policy of the District to maintain good working relationships with its vendors, contractors and suppliers, as well as the community at large. Every employee has the ability to influence the opinions of others through daily interaction with the business community. In personal contracts with vendors and suppliers, employees shall represent the best interests of the District by conducting business in a fair, equitable, open and ethical manner.

The following are suggested guidelines as recommended by the National Association of Purchasing Management (NAPM):

- Avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.
- Demonstrate loyalty to the employer by diligently following the lawful instructions of the employer, using reasonable care and only authority granted.
- Refrain from any private business or professional activity that would create a conflict between personal interests and the interests of the employer.
- Refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence, or appear to influence, purchasing decisions.

- Handle confidential or proprietary information belonging to employers or suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
- Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
- Refrain from reciprocal agreements that restrain competition.
- Know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions.
- Encourage all segments of society to participate by demonstrating support for small, disadvantaged, and minority-owned businesses.
- Discourage purchasing involvement in employer-sponsored programs of personal purchases that are not business related.
- Enhance the proficiency and structure of the purchasing profession by acquiring and maintaining current technical knowledge and the highest standards of ethical behavior.
- Conduct international purchasing in accordance with the laws, customs, and practices of foreign countries, consistent with the United States laws, your organizations policies, and these Ethical Standards and Guidelines.

#### **6.0 DISPOSITION OF SURPLUS DISTRICT PROPERTY**

From time to time, personal property formerly necessary for District operations becomes outmoded, spent, unnecessary and otherwise surplus. The Board hereby approves the following procedure for the disposition of such surplus property:

- The General Manager, after consultation with the Board, will seek informal letter bids from one or more potential purchasers of surplus property, and shall dispose of such property on terms and conditions that are in the best interest of the District. The Board shall be advised in advance of the exact terms and conditions of such disposal.
- Where, in the discretion of the General Manager, no potential purchaser is likely to be found or where no purchaser has been found, the General Manager may, after advising the Board, dispose of the property by the most efficient and economical means, including discard or donation.
- No sale or other disposition shall be made to a District employee, official, representative, consultant or to any member of the immediate family of any such persons.
- "Surplus property" shall include, but is not limited to, machinery, motor vehicles, furniture or other personal property owned by the District and carried on its accounts at a value less than \$500.00. Property valued at more than \$500.00 shall not be disposed of without prior approval by the Board.



## Valley Sanitary District

**DATE:** April 25, 2023  
**TO:** Board of Directors  
**FROM:** Ron Buchwald, Interim General Manager  
**SUBJECT:** Senate Appropriations Update

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### **Suggested Action**

Discuss

### **Strategic Plan Compliance**

GOAL 6: Improve Planning, Administration and Governance

### **Fiscal Impact**

No fiscal impact with this report. If the Congressional Directed Spending is approved by Congress, potential federal funds will be provided to the District for our requested projects.

### **Environmental Review**

This is not a project as defined by CEQA. No further action is required.

### **Background**

On April 19, 2023, VSD received notice from Innovative Federal Strategies that Senators Feinstein and Padilla have submitted our request to the Senate Appropriations Committee for consideration in the Interior Appropriations bill. This is only the first step in the process and needs to be approved by Congress before it is official.

### **Recommendation**

Review and discuss.

### **Attachments**

[Feinstein - VSD.pdf](#)

[Padilla - VSD.pdf](#)





United States Senate

April 4, 2023

The Honorable Patty Murray  
Chair  
Committee on Appropriations  
United States Senate  
Washington, DC 20510

The Honorable Susan Collins  
Vice Chair  
Committee on Appropriations  
United States Senate  
Washington, DC 20510

Dear Chair and Vice Chair:

I certify that neither I nor my immediate family has a pecuniary interest in any of the congressionally directed spending items that I have requested in the Fiscal Year 2024 Interior, Environment, and Related Agencies Bill, consistent with the requirements of paragraph 9 of Rule XLIV of the Standing Rules of the Senate.

Sincerely,

A handwritten signature in blue ink that reads "Dianne Feinstein".

Dianne Feinstein  
United States Senator

**Feinstein, Dianne(D-CA) Interior and Environment  
Congressionally Directed Spending Requests**

<b>Recipient Name</b>	<b>Project Purpose</b>	<b>Project Location</b>	<b>Amount Requested (\$000)</b>
Mojave Water Agency	Funds would be used for construction to add a new traveling screen facility at the start of the Mojave River Pipeline to screen and filter out moss and debris and add a new pilot recharge basin in the upper portion of the Alto subarea, a critical groundwater resource for the region.	Apple Valley CA	\$1,000
West Valley Water District	Funds would be used to construct 4,400 linear feet of 8-inch and 4,000 linear feet of 24-inch diameter of new water pipeline.	Bloomington CA	\$2,000
Borrego Water District	Funds would be used for construction and labor to accelerate replacement of gaining water infrastructure.	Borrego Springs CA	\$2,600
County of Butte	Funds would be used for roadside fuels reduction efforts along many miles of county arterial and collector roads and other high-priority roadways to improve fire resiliency and fire breaks throughout high-fire severity zones in Butte County.	Butte County CA	\$3,000
Coachella Valley Water District	Funds would be used for construction to reduce flooding to approximately 8,000 acres downstream and provide improved flooding protection to the lives and property of Thousand Palms.	Cathedral City CA	\$2,000
City of Commerce	Funds would be used for the construction, development and testing of one potable water supply well.	Commerce CA	\$2,500
City of Compton	Funds would be used to replace and repair failing sewer lines serving the community.	Compton CA	\$2,000
Georgetown Divide Public Utility District	Funds would be used for construction of a 2 million gallon storage tank adjacent to the water treatment facilities. This tank will provide additional water supply reliability to customers and allow the District to meet current and future needs.	Cool CA	\$1,500
Fallbrook Public Utility District	Funds would be used for construction to replace a primary 80-yr-old 9K ft pipeline.	Fallbrook CA	\$3,040
Sonoma County Water Agency	Funds would be used at the Russian River County Sanitation District's treatment plant to increase its sustainable treatment capacity during flood events.	Guerneville CA	\$1,500
County of Inyo	Funds would be used to create new septage ponds in Inyo County, which will service the liquid waste of both Inyo and Mono Counties.	Independence CA	\$800
Valley Sanitary District	Funds would be used to complete the studies, reports, and construction documents necessary to expand and upgrade the WWTF to accommodate Title 22 tertiary treatment for groundwater recharge.	Indio CA	\$1,000
Resource Conservation District of Tehama County	Funds would be used for the NEPA study for the Ishi Wilderness Fire Restoration Project in order to proceed with the next phase of forest health and fuels reduction projects.	Ishi Wilderness CA	\$584
Stallion Springs Community Services District	Funds would be used for construction of a new drinking water blending tank that will reduce contaminant concentration from water wells that serve more than 3,000 residents.	Kern County CA	\$3,000
North Tahoe Public Utility District	Funds would be used to replace undersized water pipes and install new hydrants to create fire-resilient communities in Lake Tahoe.	Kings Beach CA	\$2,242

Water Replenishment District of Southern California	Funds would be used for construction to treat water wells for PFAS contamination.	Lakewood CA	\$2,500
City of Lindsay	Funds would be used for construction of a pipeline replacement, surface water, and new water well projects.	Lindsay CA	\$1,750
County of Los Angeles	Funds would be used for studies for a resilient water supply, mitigate potential shortages of imported drinking water supplies, and deliver safe reliable drinking water.	Los Angeles County CA	\$500
Marin Municipal Water District	Funds would be used to upgrade aging water meters with new automated meter infrastructure, which decreases water leaks, and reduces service outages for customers.	Marin City CA	\$1,200
Central Contra Costa Sanitary District	Funds would be used for construction for Solids Handling Facility improvements addressing infrastructure, sustainability, & regulatory issues.	Martinez CA	\$2,000
City of Maywood	Funds would be used for construction to upgrade and increase system resilience, reliability, and operational functionality and address public health concerns.	Maywood CA	\$2,000
City of Modesto	Funds would be used for construction to strengthen and replace old, undersized steel mains that are prone to leaking and low pressure.	Modesto CA	\$1,400
County of Monterey	Funds would be used to construct a new water pipeline to address ongoing water quality problems for the community of San Lucas.	Monterey County CA	\$2,000
Napa Communities Firewise Foundation	Funding would be used for the creation of priority fire fuel reduction buffers to protect the critical infrastructure of the Adventist Health Hospital and the Pacific Union College campus. In addition, key access and evacuation routes will be improved for residents and first responders.	Napa County CA	\$1,750
County of Nevada	Funds would support post-winter storm vegetation abatement on critical evacuation routes across the county.	Nevada County CA	\$750
Novato Sanitary District	Funds would be used for the construction of the self-generated biogas utilization with cogeneration facility, and upgrade existing electrical equipment for improved energy efficiency.	Novato CA	\$1,100
City of Oakland	Funds would be used for a habitation and ecosystem project to develop and implement strategies to control excessive algae growth and low dissolved oxygen concentrations in Lake Merritt to ensure aquatic wildlife survival, ecosystem balance and compliance with state and federal regulations.	Oakland CA	\$1,000
City of Oakley	Funds would be used for construction to upgrade its storm drain system near the downtown hub of residential growth and economic development.	Oakley CA	\$2,000
City of Oceanside	Funds would be used for construction to provide source water for water reuse, increase resiliency, sustainability, and reduce imported water to the City and discharged secondary effluent to the Pacific Ocean.	Oceanside CA	\$5,000
Town of Paradise	Funds will be used for the Connection Payment from the Town of Paradise to the City of Chico for the capacity of their Water Pollution Control Plant (464,000 gallons per day of wastewater).	Paradise CA	\$7,500
City of Rancho Cucamonga	Funds would be used to purchase land surrounding Cucamonga Canyon Trail for conservation.	Rancho Cucamonga CA	\$2,000
Port of Redwood City	Funds would be used for construction to upgrade stormwater infrastructure at the Port of Redwood City.	Redwood City CA	\$700
U.S. Forest Service	Funds would be used for the U.S. Forest Service to purchase Moon Camp in the San Bernardino National Forest.	San Bernardino National Forest CA	\$10,000

City of San Diego	Funds would be used to construct a Demonstration Central Area Small Scale Facility to demonstrate compliance and efficacy of recycled water requirements.	San Diego CA	\$5,000
County of San Diego	Funds would be used for materials, labor, design, and fuel reduction to conduct assessment of wildfire vulnerability needs of County and State fire facilities in San Diego County.	San Diego County CA	\$1,500
City of Santa Cruz	Funds would be used to replace approximately 2,600 LF of the Newell Creek Pipeline located within a steep hillside off Brackney Road in rural Ben Lomond and relocates the pipeline within geologically stable ground for both landslide and earthquake protection.	Santa Cruz CA	\$1,000
City of Santa Maria	Funds would be used for the Santa Maria Storm Drainage Improvement Project that will protect the community from the worst impacts of rainfall induced flooding.	Santa Maria CA	\$2,000
City of Santa Paula	Funds would be used for construction materials to replace two water tanks ensuring reliability in standard and emergency scenarios.	Santa Paula CA	\$1,500
Sonoma County Water Agency	Funds would be used to conduct design, CEQA, and right-of-way acquisition for the 12kV Wohler-Mirabel overhead electrical distribution system as part of their water supply system local hazard mitigation strategy.	Santa Rosa CA	\$1,000
County of Placer	Funds would be used to increase resiliency and reliability for two 50 plus year old drinking water well sites.	Sheridan CA	\$1,000
Solano Irrigation District	Funds would be used for the construction of two existing Public Water Systems (PWS) to facilitate connection of existing homes that currently use point-of-entry treatment and bottled water for drinking because their existing supply doesn't meet California's drinking water standards.	Solano County CA	\$1,200
South Tahoe Public Utility District	Funds would be used for construction of the Pioneer Trail Waterline Project that will enhance the resilience of critical water infrastructure through improving water quality, increasing service, and enhancing fire protection.	South Lake Tahoe CA	\$2,200
U.S. Fish and Wildlife Service	Funds would be used for maintaining more than 70 miles of levees and 55 water control structures, which serves as flood protection for the shoreline of three highly urbanized counties in Silicon Valley.	South San Francisco Bay CA	\$1,200
County of San Joaquin	Funds would be used for construction and equipment to replace aging, leaky steel pipes which require frequent repairs.	Stockton CA	\$2,300
County of Tulare	Funds would be used to complete the next phase of planning (engineering design, permitting, and environmental review) for a new sewer collection system and wastewater treatment facility for the community of Allensworth.	Tulare County CA	\$1,400
City of Turlock	Funds would be used for the replacement and upsizing of over 1,120 feet of pipe in Turlock in order to create a positive drainage system and alleviate serious flooding in the City.	Turlock CA	\$1,000
City of Twentynine Palms	Funds would be used for a septic to sewer conversion project for the long-term health of the groundwater basin and to reuse critical water supplies in the desert.	Twentynine Palms CA	\$2,000

United States Senate  
WASHINGTON, DC 20510

COMMITTEES:  
BUDGET  
ENVIRONMENT AND PUBLIC WORKS  
HOMELAND SECURITY AND  
GOVERNMENTAL AFFAIRS  
JUDICIARY  
RULES AND ADMINISTRATION

April 4, 2023

The Honorable Patty Murray  
Chair  
Senate Committee on Appropriations  
United States Senate  
Washington, DC 20510

Dear Chair Murray,

I certify that neither I nor my immediate family has a pecuniary interest in any of the congressionally directed spending items that I have requested in the Fiscal Year 2024 Subcommittee on Interior, Environment, and Related Agencies Appropriations Bill, consistent with the requirements of paragraph 9 of Rule XLIV of the Standing Rules of the Senate.

Sincerely,



Alex Padilla  
United States Senator

**Padilla, Alex(D-CA) Interior and Environment  
Congressionally Directed Spending Requests**

<b>Recipient Name</b>	<b>Project Purpose</b>	<b>Project Location</b>	<b>Amount Requested (\$000)</b>
City of Alameda, CA	This project will replace existing, deteriorated water facilities as part of the redevelopment of the former Naval Air Station at Alameda Point to improve water safety and prevent contamination.	Alameda CA	\$1,500
Central Contra Costa Sanitary District	Central Contra Costa Sanitary District is initiating its Ultraviolet (UV) Disinfection Replacement Project to address aging infrastructure, sustainability, and regulatory issues.	Alamo, Danville, Lafayette, Moraga, Orinda, Pleasant Hill, Walnut Creek, portions of Martinez and San Ramon, unincorporated communities within central Contra Costa County, Concord, Clayton CA	\$4,000
National Park Service - San Francisco Maritime National Historical Park	These funds would cover a portion of the costs to support the rebuild of Municipal Pier (Muni Pier) in San Francisco.	City and County of San Francisco CA	\$500
City of Brisbane	Project would replace the Glen Park Pump Station which is more than 50 years old and has insufficient capacity to meet water demand in the City of Brisbane.	City of Brisbane CA	\$3,440
City of Burbank	Project will fund the design and construction of chloramine boosting systems for the City of Burbank's primary reservoirs.	City of Burbank CA	\$3,000
City of Camarillo	The project will construct a parallel sewer pipeline to serve as the primary sewerline for the City of Camarillo.	City of Camarillo CA	\$15,000
City of Chino Hills	This project will expand the City's recycled water system and supply recycled water to the following two key locations: Western Hills Country Club and English Road and English Springs Park.	City of Chino Hills CA	\$2,000
City of East Palo Alto, CA	The project will replace two aging water mains in the City of East Palo Alto that are leaking and causing impairments to the local water supply.	City of East Palo Alto CA	\$1,600
City of Fullerton	The City of Fullerton will construct a new water well, which will be equipped with a single new pump, motor, electrical equipment, and appurtenances.	City of Fullerton CA	\$2,000
City of Kingsburg	Funding for the acquisition of a ladder truck for the Kingsburg Fire Department.	City of Kingsburg CA	\$2,000
City of Long Beach	Funding to protect water quality in Alamitos Bay by replacing non fish-friendly pumps with new, fish-friendly pumps that bypass power plant cooling operations.	City of Long Beach CA	\$5,000
City of Madera	Rehabilitation of storm drain pipeline, from the intersection of Sunset Ave and Fourth Street to the intersection of Sunset Ave and Laurel Ave.	City of Madera CA	\$2,890
City of Madera	The City of Madera is requesting funds to install approximately 10,600 linear feet of permanent underground storm drain pipelines, associated manholes, and storm water inlets/outlets.	City of Madera CA	\$6,517

City of Oakland	Funds will support the development and implementation of a plan to address excessive algal growth and low dissolved oxygen (DO) concentrations in Lake Merritt in Oakland, California.	City of Oakland CA	\$1,000
City of Oceanside	Project will centralize wastewater flows to the central plant by constructing two lift stations and additional pipelines in the City of Oceanside.	City of Oceanside CA	\$4,000
City of Salinas	Funding for energy efficiency enhancements needed for the expansion of the Industrial Wastewater Treatment Facility in Salinas.	City of Salinas CA	\$2,500
City of San Diego	Funding to construct a Demonstration Central Area Small Scale Facility to demonstrate compliance and efficacy of recycled water requirements to assist with the Pure Water Phase 2 project. Once completed, Pure Water will supply 50% of the City's drinking water for its 1.4 million residents.	City of San Diego CA	\$5,000
City of Twentynine Palms	These funds will connect mobile home parks with the public sewer system in the City of Twentynine Palms, California.	City of Twentynine Palms CA	\$2,033
City of Vista	This project will improve drainage conditions, pedestrian access, and install permanent storm water best management practices in the City of Vista.	City of Vista CA	\$2,000
City of Yucaipa	Funding would support the construction of a basin facility of approximately 200-acre-foot capacity in the City of Yucaipa.	City of Yucaipa CA	\$2,000
City of Oakley	The City of Oakley requires upgrades to its storm drain system near the downtown hub of residential growth and economic development.	Contra Costa County CA	\$2,000
Georgetown Divide Public Utility District	This project would fund a 2 million gallon storage tank adjacent to the water treatment facilities in Georgetown, California.	Counties of Placer and El Dorado CA	\$1,500
Zone 7 Water Agency	Funds will construct a treatment facility to remove Per- and Polyfluoroalkyl Substances at 3 groundwater production wells	County of Alameda CA	\$7,000
County of Butte	Project funds roadside fuels reduction efforts on high-priority roadways to improve fire resiliency and fire breaks throughout high-fire severity zones in Butte County.	County of Butte CA	\$5,000
Central Contra Costa Sanitary District	Project to make infrastructure, sustainability, and regulatory improvements to the Solids Handling Facility in Contra Costa County.	County of Contra Costa CA	\$6,000
South Tahoe Public Utility District	Project will install a backbone pipeline in the water system, resolve existing fire flow deficiencies, install secondary feeds, and replace waterlines in South Lake Tahoe.	County of El Dorado CA	\$4,520
Santa Clarita Valley Water Agency	Project will fund the construction of a centralized facility to restore to service three groundwater wells that were taken offline due to PFAS contamination in Santa Clarita, California.	County of Los Angeles CA	\$3,000
Water Replenishment District of Southern California	Project to treat and remediate PFAS-affected drinking water wells in the City of South Gate.	County of Los Angeles CA	\$2,500
County of Monterey	This project will fund critical infrastructure and building improvements to the Porter-Vallejo Mansion in Pajaro, California.	County of Monterey CA	\$500

County of Napa	The Napa Berryessa RID wastewater treatment system improvement would install a membrane biological reactor, sludge dewatering equipment, electro-mechanical equipment, and other necessary improvements.	County of Napa CA	\$4,000
County of Nevada	This project will replace the infrastructure in sewer lift stations in Nevada County.	County of Nevada CA	\$728
Santa Margarita Water District	Project will construct a well head treatment to produce drinking water from a source otherwise impaired by PFAS and high salinity in Orange County, California.	County of Orange CA	\$1,750
Orange County Water District	Project will provide funding for the treatment of drinking water wells that support 2.5 million people in Orange County.	County of Orange CA	\$8,000
Mesa Water District	Project would replace existing pipelines in Orange County.	County of Orange CA	\$9,000
Mesa Water District	Project would construct an a one megawatt backup power generation facility at the Mesa Water Reliability Facility in Orange County.	County of Orange CA	\$2,000
City of Newport Beach	This project will design and construct a floating conveyor system along the shore to capture trash and debris from the 120 square mile tributary area drained by San Diego Creek, before it enters Upper Newport Bay.	County of Orange CA	\$1,593
County of Placer	Project would evaluate wildfire risk near Baker Ranch and Shirttail Canyon and develop a detailed treatment plan/budget for forest resilience activities in Placer County.	County of Placer CA	\$1,561
North Tahoe Public Utility District	Project will replace old and undersized water pipes and install new fire hydrants to provide adequate wildfire suppression water in North Lake Tahoe.	County of Placer CA	\$1,121
Rancho California Water District	Funding for the design and pre-construction costs required to improve water infrastructure in Riverside County.	County of Riverside CA	\$5,000
Valley Sanitary District	The proposed project will complete studies to expand and upgrade the wastewater treatment facility to accommodate Title 22 tertiary treatment for the purpose of recharging the Coachella Valley Groundwater Basin.	County of Riverside CA	\$1,920
Coachella Valley Water District	Funds to construct a regional stormwater channel to improve flood protection in Riverside County.	County of Riverside CA	\$3,000
Beaumont Cherry Valley Water District	This project would replace two critical wells that serve the broader Beaumont area in Riverside County.	County of Riverside CA	\$1,787
Carmichael Water District	Project funds the replacement of the Garfield Avenue pipeline which connects to the Sierra Aquifer Storage and Recovery well in Sacramento County.	County of Sacramento CA	\$2,500
Mojave Water Agency	The project will add a new pilot recharge basin in the upper portion of the Alto subarea in San Bernardino County.	County of San Bernardino CA	\$2,000
Inland Empire Utilities Agency	These funds will allow the Chino Basin Program to drill, test three exploratory borings, and complete two of the borings as permanent groundwater monitoring wells San Bernardino County.	County of San Bernardino CA	\$1,760



County of San Diego	Project to assess the wildfire vulnerabilities and needs of critical infrastructure for fire response and County-owned community centers used for temporary refuge areas.	County of San Diego CA	\$1,700
County of Inyo, CA	This project will create new septage ponds in Inyo County, which will service the liquid waste of both Inyo and Mono counties, making this a regional project. This project is high priority, as the current ponds are near capacity and temporarily exceeded capacity with the recent wet weather.	Inyo, Mono CA	\$800
City of California City	This project will improve water quality, system reliability, and resiliency.	Kern County CA	\$6,332
City of Compton	The City of Compton needs funds to replace and repair failing sewer lines serving the community.	Los Angeles CA	\$2,000
City of Los Angeles - Department of Water and Power	Project will provide 3.5 million gallons a day in additional advanced treated recycled water to protect against seawater intrusion into the West Coast Groundwater Basin.	Los Angeles CA	\$4,000
City of Beverly Hills	Project to retrofit the City of Beverly Hills Greystone, Coldwater, and Sunset drinking water storage reservoirs with Reservoir Management Systems to enhance system reliability.	Los Angeles CA	\$2,800
City of Burbank	To improve the quality and quantity of local storm drainage, BWP proposes to construct drainage improvements that would allow stormwater from adjacent properties to be intercepted and discharged into the Burbank Western Channel through a new outfall structure.	Los Angeles CA	\$3,510
City of Long Beach	This project will improve the safety and access of a major corridor in Long Beach. The construction of the new Shoemaker Bridge will require the relocation of the SD-01 Pump Station, which drains a portion of eastern Long Beach and discharges into the LA River.	Los Angeles County CA	\$5,000
City of Montebello	The project will replace 9,000 lineal feet of deteriorated 100-year old cement sewer in the downtown area of the city.	Los Angeles County CA	\$3,500
City of Norwalk	This project includes a redesign of the Senior Center parking lot to incorporate porous paving and ADA accessibility enhancements. This facility serves as a cooling/heating center, emergency shelter, and back up Emergency Operations Center.	Los Angeles County CA	\$2,000
City of Agoura Hills	This project will design and construct storm water conveyance improvements on Driver Avenue in the City of Agoura Hills to manage, reduce, and control storm water runoff.	Los Angeles County CA	\$1,000
South Coast Air Quality Management District	This funding will enhance an emergency operations center, including training and equipment for field and analytical operations.	Los Angeles, San Bernardino, Riverside, and Orange Counties CA	\$2,000
Marin Municipal Water District	Project will upgrade aging water meters in a disadvantaged community with new Automated Meter Infrastructure, which decreases water leaks and reduces service outages for customers.	Marin County CA	\$1,200
Monterey County	Funding for project to replace and repair sanitary system sewer pipes in the Pajaro County Sanitation District.	Monterey County CA	\$1,500

Monterey County Water Resources Agency	This project consists of rehabilitation and/or replacement of wells, water meters, and valves that are part of a conjunctive use system providing water for irrigation of farmland and protection of drinking water systems in a critically overdrafted groundwater.	Monterey County CA	\$3,000
Monterey County	The project would address ongoing water quality problems for the small, disadvantaged farming community of San Lucas, which have caused its residents to live under bottled water orders for eight of the past ten years.	Monterey County CA	\$2,000
Monterey One Water	This funding will support design modifications to existing water recycling facility to increase recycled water production for food crops and decrease groundwater pumping.	Monterey County CA	\$1,175
Nevada County	This project will replace 40 septic holding tanks in the Penn Valley sewer collection system that contribute significant amounts of inflow and infiltration of stormwater into the Penn Valley collection system.	Nevada County CA	\$640
Yorba Linda Water District	This project will replace three aging and unreliable water system pressure regulating stations to enhance firefighting flows and stabilize pressure zones.	Orange CA	\$600
Serrano Water District	The project will upgrade and seismically retrofit a reservoir which will result in increasing local water supply reliability and enhance public safety.	Orange County CA	\$5,000
City of Irvine	This project is a conservation-focused recycled water system central to the city's reuse plan for the former El Toro Air base	Orange County CA	\$2,000
City of Huntington Beach	The project will increase reliability of safe drinking water and reduce dependence on imported water.	Orange County CA	\$3,000
East Orange County Water District	The project will cover the hardware costs needed to upgrade the district's residential water metering infrastructure.	Orange County CA	\$1,440
City of Buena Park	This project will construct a new municipal water well in order to provide and a local supply of safe drinking water for the community.	Orange County CA	\$2,000
South Coast Water District	This project includes the installation of 5,500 linear feet of pipeline for recycled water and the conversion of five large usage sites that are currently irrigated by potable water to recycled water.	Orange County, CA CA	\$4,500
Tahoe City Public Utility District	Funding for a project to replace 80-year-old water infrastructure and ensure reliable drinking water and water for fire suppression along the west shore of Lake Tahoe.	Placer County CA	\$2,500
Placer County	This project will increase resiliency and reliability for two 50 plus year old drinking water well sites in the disadvantaged community of Sheridan by adding modern security measures and offsite monitoring capabilities for drought preparedness.	Placer County CA	\$1,500
City of Palm Springs	This project will construct 4,800 linear feet of underground storm drain infrastructure in Palm Springs Road to alleviate stormwater runoff, manage stormwater, and mitigate flood concerns within the City that occurs adjacent to Palm Springs High School.	Riverside County CA	\$2,250

Eastern Municipal Water District	This project will convey recycled water to groundwater recharge ponds in the upper San Jacinto groundwater basin, where it will be blended with diluent water for infiltration. A portion will receive additional treatment prior to recharge.	Riverside County CA	\$5,000
Western Municipal Water District	This project will upgrade all single check backflow devices (approximately 80) in Western Water's drinking water system to certified devices.	Riverside County CA	\$960
City of La Quinta	This project will upgrade existing undersized drainage infrastructure and create a direct outlet into the emergency flood evacuation channel.	Riverside County CA	\$2,000
City of Sacramento	Groundwater Well #168 is part of a larger groundwater well rehabilitation program that the City of Sacramento is undertaking.	Sacramento CA	\$2,800
City of Folsom, California	Develop a non-potable water source for irrigation purposes within the City's water service area, serving parks, landscaping, and residential common landscape areas.	Sacramento CA	\$250
Sacramento County	This project will expand critically needed potable water service for domestic use as well as fire protection to the area of East Walnut Grove. The current potable water supply infrastructure serving the area is sub-standard and poses a risk to health and safety.	Sacramento County CA	\$725
Citrus Heights Water District	Project to construct municipal well with Aquifer Storage and Recovery (ASR) technology.	Sacramento and Placer Counties CA	\$1,500
City of Rialto	The Rialto Wastewater Treatment Plant Microgrid & Biosolids Sustainability Handling Upgrade will be powered through a combination of biogas cogeneration, solar power, and backup battery storage to supply the majority of the electricity needed to operate its wastewater treatment plant.	San Bernadino CA	\$4,000
Big Bear Area Regional Wastewater Agency	Project to upgrade regional wastewater treatment plant and related facilities in Big Bear Valley.	San Bernardino County CA	\$2,500
San Bernardino County	The Cedar Glen Water Supply Improvement Project will ensure a dependable water supply and improved quality of water for the community.	San Bernardino County CA	\$5,000
West Valley Water District	This project includes the drilling and equipping of two (2) new groundwater production wells, storage tank, booster pump station and pipelines to transport the needed water supply to the various agencies.	San Bernardino County CA	\$3,000
West Valley Water District	This project will improve water service to a disadvantaged community.	San Bernardino County CA	\$3,632
Hi-Desert Water District	This Project would provide a drought-resistant irrigation supply to preserve vital community resources that serve disadvantaged communities.	San Bernardino County CA	\$4,716
San Bernardino Valley Municipal Water District	This project will help capture and recharge stormwater as it is released from the Seven Oaks Dam, which will help increase the availability of water supplies for the entire region--especially amid the ongoing drought conditions.	San Bernardino, Riverside CA	\$2,500

City of Laguna Beach	This project will replace the existing 35-year-old North Coast Interceptor Reach 5 segment in Aliso Canyon to reduce risk of sewer spills in Aliso Creek.	San Diego CA	\$2,000
Sweetwater Authority	The project will improve the water quality for a disadvantaged community by removing groundwater minerals that cause customers to receive red/brown discolored water.	San Diego County CA	\$1,500
Valley Center Municipal Water District	This project will replace critical 10,900 foot, over 50-year-old pipeline reaching end of service life to avoid additional failures due to deterioration. Replacement will eliminate future environmental damage, threat to community, and contamination of water supply.	San Diego County CA	\$3,772
Fallbrook Public Utility District	This project replaces an 80-year-old pipeline which serves district residents and the Naval Weapons Station, as well as emergency service to Marine Corps Base Camp Pendleton.	San Diego County CA	\$3,040
Borrego Water District	This project will provide critical infrastructure funding to accelerate replacement of aging water infrastructure in a severely disadvantaged community.	San Diego County CA	\$3,608
City of Del Mar	This funding will support the removal and replacement of the city's most critical water, sewer, and storm drain infrastructure.	San Diego County CA	\$1,120
San Joaquin County	Project to replace water mains, aging steel pipes, and water meters within Lincoln Village, a disadvantaged community in San Joaquin County.	San Joaquin County CA	\$3,500
City of Burlingame, California	Feasibility studies and planning for a water treatment plant facility and distribution system converting wastewater into reclaimed water, and the distribution system will deliver the reclaimed water to potential customers along the Bayfront area.	San Mateo CA	\$800
Port of Redwood City	Funding to upgrade stormwater infrastructure at the Port of Redwood City.	San Mateo County CA	\$700
City of Santa Maria	Funding for the Santa Maria Storm Drainage Improvement Project to protect the community from the worst impacts of rainfall induced flooding.	Santa Barbara County CA	\$3,446
Solano Irrigation District	Funding to support the consolidation of Gibson Canyon Improvement District and Pleasant Hills Ranch Estates Public Water Systems to facilitate the connection of existing homes that currently use point-of-entry treatment and bottled water for drinking.	Solano County CA	\$3,400
Sonoma County Water Agency	This funding for improvements at the Russian River County Sanitation District treatment plant to increase its sustainable treatment capacity during Russian River flood events.	Sonoma County CA	\$1,500
Sonoma County Water Agency	The Penngrove Sewer Force Main Upgrade Project is intended to eliminate capacity limitations in the community's sewer collection system that contribute to Sanitary Sewer Overflows, and thereby reduce impacts to local creeks and improve water quality within the community.	Sonoma County CA	\$2,000
City of Turlock	Replacement and upsizing of over 1,120 feet of pipe in Turlock in order to create a positive drainage system and alleviate serious flooding in the City.	Stanislaus CA	\$2,000

City of Turlock	This project will provide critical out of boundary utility services to properties that are considered to be an unserved county area, currently on wells and septic tanks.	Stanislaus CA	\$1,500
City of Modesto	The project will rehabilitate a water main that is old, steel, undersized, and prone to leaks and low pressure.	Stanislaus County CA	\$800
City of Modesto	This project will replace existing water mains which are old and undersized mains with industry-standard 8- and 12-inch PVC water mains, as well as city-standard valves and hydrants.	Stanislaus County CA	\$1,900
City of Visalia	Project to improve stormwater capture to reduce flood risks and to replenish groundwater basin.	Tulare County CA	\$3,500
Tulare County	This project would complete the next phase of planning (engineering design, permitting, and environmental review) for a new sewer collection system and wastewater treatment facility for the community of Allensworth. The community's 521 residents currently rely upon failing septic systems.	Tulare County CA	\$1,700
City of Dinuba	Project will expand sewers in the industrially-zoned area of Dinuba to better serve existing businesses in the area. Existing sewer system is past its functional life, which exposes everyone in the area to potential environmental hazard.	Tulare County CA	\$2,400
City of Oxnard	Replace aging cast iron waterline pipes in the Kamala Park neighborhood. This project will systematically replace identified aging cast iron waterline pipes at risk of failure.	Ventura CA	\$2,113
City of San Buenaventura	The project is a seven-mile pipeline that will allow the City to access its California State Water Project entitlement through neighboring water agencies.	Ventura CA	\$5,000
City of Santa Paula	This funding will replace old steel water tanks with concrete reinforced tanks, adding storage for agricultural support and fire-fighting capability, ensuring reliability in standard and emergency scenarios.	Ventura County CA	\$1,500
City of Thousand Oaks	This project will develop a stormwater capture and diversion project to increase regional water supplies and improve local water quality.	Ventura County, Los Angeles County CA	\$3,000