

Directors:

Mike Duran, *President*

William Teague, *Vice President*

Dennis Coleman, *Secretary*

Debra Canero, *Director*

Scott Sear, *Director*

General Manager:

Beverli A. Marshall

**REGULAR MEETING OF THE
BOARD OF DIRECTORS
Tuesday, June 25, 2019, 1:00 p.m.
AGENDA**

VALLEY SANITARY DISTRICT BOARD ROOM
45-500 VAN BUREN STREET
INDIO, CA 92201

RESOLUTION NO. 2019-1119
ORDINANCE NO. 2019-120
MINUTE ORDER NO. 2019-2912

CALL TO ORDER

1. Roll Call

PLEDGE OF ALLEGIANCE

CONSENT ITEMS

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.

- a. Consideration of the June 11, 2019 Regular Meeting Minutes
- b. Approval of Cash and Investments for May 2019
- c. Approval of Expenditures for June 6, 2019 to June 19, 2019

MINUTE ORDER NO.

PUBLIC COMMENTS

This is the time set aside for public comment on any item not appearing on the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.

NON-HEARING ITEMS

2. Request Authorization for Payment of Alleged Violations of Order No. R7-2010-0019 Issued by the RWQCB and Waiver of Right to a Hearing

MINUTE ORDER NO.

3. Secondary Security Fence Panels Project Pay Application Number 3

MINUTE ORDER NO.

- Award of Contract – Sewer Siphon Replacement Crossing Coachella Stormwater Channel to Carollo Engineers, Inc.

MINUTE ORDER NO.

- Resolution to Adopt the 2019 Sewer System Management Plan to Comply with the Statewide General Waste Discharge Requirements

RESOLUTION NO.

- Staff Notes

DIRECTOR'S ITEMS

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

INFORMATIONAL ITEMS

Informational items are for information only; no action will be taken on these items.

- Combined Monthly Account Summary for Expenses for May 2019
- Monthly Income Summary for May 2019

ADJOURNMENT

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

POSTED AND MAILED June 20, 2019



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.

UNOFFICIAL UNTIL APPROVED**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING**

June 11, 2019

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Tuesday, June 11, 2019.

CALL TO ORDER, ROLL CALL

1. PRESIDENT MIKE DURAN called the meeting to order at 1:00 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Mike Duran, William Teague, Dennis Coleman, Debra Canero, and Scott Sear

DIRECTORS ABSENT: None

STAFF PRESENT: Ron Buchwald, Interim General Manager, Holly Gould, and Joanne Padgham

GUESTS: None

CONSENT ITEMS

a. Consideration of the May 28, 2019 Regular Board Meeting Minutes

b. Approval of Expenditures for May 22, 2019 to June 5, 2019

Check numbers 37256 to 37302 totaling \$400,639.84 and transfers of \$138,941.03 were issued.

ACTION TAKEN:**MOTION:**

VICE PRESIDENT TEAGUE made a motion to approve the minutes for the Regular Board Meeting held May 28, 2019 and pay the disbursement items as presented. DIRECTOR CANERO seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2019-2907**PUBLIC COMMENTS**

This is the time set aside for public comment on any item not appearing in the agenda. Please notify the Secretary in advance of the meeting if you wish to speak on a non-hearing item.

NON-HEARING ITEMS

2. Consideration of Budget Carryovers

The District has many projects that were started in fiscal year 2018/2019 that will be completed in fiscal year 2019/2020. The estimated amount to be carried over to fiscal year 2019/2209 is \$1,920,260.

ACTION TAKEN:

MOTION: DIRECTOR CANERO made a motion to authorize the list of budget carryovers from fiscal year 2018/2019 to fiscal year 2019/2020. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2908

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

3. Approval of Blanket Purchase Orders by Vendor

District staff has reviewed the purchases for the past fiscal year and the expenditures outlined within the Operations & Maintenance Budget for 2019/2020. Staff was able to identify \$2,263,305 of purchases which are done within the normal course of business as exempt goods and services. The current District purchasing policy no. 5.55 adopted March 26, 2013 qualifies many of the vendors as exempt from approval and subject to a blanket purchase order as the purchasing mechanism.

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to approve the proposed request for blanket purchase orders as submitted. VICE PRESIDENT TEAGUE seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2909

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

4. Set a Public Hearing Date for July 23, 2019 – Determining Certain Accounts to be Delinquent and Directing the Placement of these Accounts on the Property Tax Rolls for Collection

Annually, District staff reviews the outstanding invoices of all properties that have not paid their invoices for various fees. In order to collect the unpaid charges and to ensure adequate procedural due process is provided, a Public Hearing date is required, and notice is sent to each specific property and posted on the District website. At the public hearing the Board of Directors will be asked to adopt a resolution allowing the delinquent invoices to be placed on the property tax roll for collection. If approved at the July 23, 2019 meeting of the Board of Directors the collectability of the amounts placed on the tax rolls will be secured. The Board thanked Karen Hopper for her continued hard work and efforts at minimizing the outstanding invoices to nearly zero.

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to set a public hearing date for July 23, 2019 to consider placing delinquent service charges on the county tax rolls. DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2910

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

5. Consideration to Cancel the July 9, 2019 Regular Board Meeting

The regular board meetings are scheduled for the second and fourth Tuesday of every month at 1:00 p.m. Due to four (4) board members attending the CSDA Conference in Napa, CA, there will not be a quorum. Therefore, it is recommended to cancel the July 9, 2019 board meeting and schedule a special board meeting for Tuesday, July 16, 2019 at 1:00 p.m.

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to cancel the July 9, 2019 board meeting and schedule a special board meeting for Tuesday, July 16, 2019 at 1:00 p.m. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

MINUTE ORDER NO. 2019-2911

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

6. Staff Notes

The District's new website goes live June 12, 2019. DIRECTOR SEAR asked staff to explore creating an app for the District. The Board was pleased to learn that staff visited CVWD WRP-10 to further investigate options for the ammonia and nitrate issues the plant has been experiencing. Staff was able to implement process changes with positive results. SECRETARY COLEMAN inquired about an interim audit and Joanne informed him that The Pun Group will not be doing an interim audit and they will be here for a week in August.

PUBLIC HEARING

7. Public Hearing to adopt the Fiscal Year 2019/2020 Operations & Maintenance Budget and Capital Improvement Program, Fees and Charges Resolutions, and a Resolution Establishing the Appropriations Limit Pursuant to Government Code Section 6062a.

- A. General Notice and Call**
- B. President Announces Public Hearing Procedures**
- C. General Manager's Report**
- D. President Declares Public Hearing Open**
- E. Public Comments**
- F. President Declares Public Hearing Closed**
- G. Board Discussion**
- H. Consideration of Resolutions**

PRESIDENT DURAN asked MR. BUCHWALD to give a brief summary of the actions leading up to the Public Hearing. MR. BUCHWALD stated that a notice of the hearing was published in the Desert Sun newspaper on April 28, 2019 and May 12, 2019. PRESIDENT DURAN declared the public hearing open at 1:22 p.m. after giving the procedures to be followed by any public testimony. MR. BUCHWALD explained that there were five (5) resolutions to be addressed, and that there was no written communication by the public and no members of the public present. The following changes have been made to the draft budget since April 9, 2019; decreased Fund 11 by \$146,750, decreased Fund 12 by \$2,468,195, and decreased Fund 13 by \$1,982,797. A discussion took place regarding the changes. PRESIDENT DURAN declared the public hearing closed at 1:24 p.m.

7A. Consideration of Resolution Establishing Rates for Sewer Use for Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT RATES FOR SEWER USE”

ACTION TAKEN:

MOTION:

VICE PRESIDENT TEAGUE made a motion to adopt Resolution No. 2019-1115. SECRETARY COLEMAN seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1115

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7B. Consideration of Resolution Establishing Rates and Adopting the Operations & Maintenance Budget and Capital Improvement Program for the Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ESTABLISHING AND ADOPTING THE OPERATIONS & MAINTENANCE BUDGET AND CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEAR 2019/2020”

ACTION TAKEN:

MOTION:

SECRETARY COLEMAN made a motion to adopt Resolution No. 2019-1116. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1116

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7C. Consideration of Resolution Amending Fees and Charges for District Services for Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING FEES AND CHARGES FOR DISTRICT SERVICES”

ACTION TAKEN:

MOTION: VICE PRESIDENT TEAGUE made a motion to adopt Resolution No. 2019-1117. DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1117

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7D. Consideration of Resolution Amending the Compensation Plan for Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING THE EMPLOYEE COMPENSATION PLAN FOR FISCAL YEAR 2019/2020”

ACTION TAKEN:

MOTION: DIRECTOR SEAR made a motion to adopt Resolution No. 2019-1118. SECRETARY COLEMAN seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1118

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

7E. Consideration of Resolution Establishing the Annual Appropriations Limit for Fiscal Year 2019/2020

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ESTABLISHING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019/2020”

ACTION TAKEN:

MOTION: SECRETARY COLEMAN made a motion to adopt Resolution No. 2019-1119. DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

RESOLUTION NO. 2019-1119

AYES: Director(s) Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None

DIRECTOR'S ITEMS

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

The Board thanked staff for their hard work and efforts during the budget process and the general manager transition. The Coachella Valley History Museum will be honoring Douglas A. York on June 22, 2019 at noon.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:36 p.m., and the next Regular Board Meeting will be held June 25, 2019.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 05/01/2019 TO 05/31/2019 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund		
Beginning Balance (Fund 4)	360,475	
Net Transfer from (to) Fund 11	307,252	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
Fund 04 Ending Balance	<u>667,727</u>	
LAIF Fund 6 - Wastewater Revenue Refunding Bonds		
Beginning Balance (Fund 6)	830	
Net Transfer from (to) Fund 11	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
Fund 06 Ending Balance	<u>830</u>	
LAIF Fund 11 - Operating Fund		
Beginning Balance (Fund 11)	18,635,583	
Net Transfer from (to) Fund 04	(307,252)	
Net Transfer from (to) Fund 06	0	
Net Transfer from (to) Fund 12	(3,883,969)	
Net Transfer from (to) Fund 13	(9,980)	
Fund Transfer from (to) LAIF - WF	(1,500,000)	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
Fund 11 Ending Balance	<u>12,934,382</u>	
LAIF Fund 12 - Reserve Fund		
Beginning Balance (Fund 12)	19,357,268	
Net Transfer from (to) Fund 11	3,883,969	
Net Transfer from (to) Fund 13	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
Fund 12 Ending Balance	<u>23,241,237</u>	
LAIF Fund 13 - Capital Improvement Fund		
Beginning Balance	5,410,135	
Connection Fees	9,980	
(Disbursements) or Reimbursements	<u>0</u>	
Net Transfer from (to) Fund 11	9,980	
Net Transfer from (to) Fund 12	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
Fund 13 Ending Balance	<u>5,420,115</u>	
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13		42,264,291

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11		
Beginning Balance	2,115,903	
Deposits	5,278,940	
Fund Transfer from (to) LAIF (net)	1,500,000	
Disbursements and Payroll	(1,903,229)	
Wells Fargo Ending Balance	<u>6,991,614</u>	
CALTRUST - FUND 11		
Beginning Balance	1,006,296	
Interest Income	0	
CalTRUST Ending Balance	<u>1,006,296</u>	
TOTAL WELLS FARGO AND CALTRUST CHECKING		7,997,910
TOTAL CASH AND INVESTMENTS		<u>50,262,201</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).

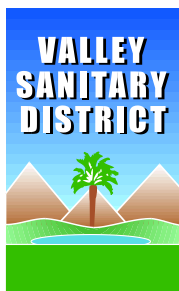
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DISBURSEMENTS
Approved at the Board Meeting of
June 25, 2019

37304 Best, Best & Krieger	Legal Services for May 2019	\$3,004.70
37305 Beverli Marshall	CSDA Registration Reimbursement	\$625.00
37306 Calif. Assoc. of Sanitation Agencies	CASA Registration for Four Directors	\$2,380.00
37306 Calif. Assoc. of Sanitation Agencies	CASA Registration for One Employee	\$595.00
37307 CalPERS Affiliate Programs Services	OPEB Contribution 2019	\$7,010.00
37308 Caltest Analytical Laboratory	NPDES Samples	\$597.00
37309 Carollo Engineering, Inc	*Sewer Siphon Replacement 5/1/19-5/31/19	\$14,103.50
37309 Carollo Engineering, Inc	*Arc Flash Study 4/1/19-4/30/19	\$2,268.00
37309 Carollo Engineering, Inc	*Arc Flash Study 5/1/19-5/31/19	\$1,539.00
37310 Cintas Corp	Uniforms, Mats, Towels, Etc for Week of 06/20/2019	\$745.96
37310 Cintas Corp	Uniforms, Mats, Towels, Etc for Week of 06/17/2019	\$761.64
37311 CSI Ceja Security International	Plant Security 6/1/19-6/15/19	\$2,700.00
37312 Desert Sun Publishing Company	Notice of Public Hearing	\$226.60
37313 E.S. Babcock & Sons, Inc.	Ammonia Testing	\$404.00
37313 E.S. Babcock & Sons, Inc.	Biosolids Testing	\$562.00
37314 Environmental Resource Associates	Coliform Testing	\$340.38
37315 Eurofins Eaton Analytical	Total Dissolved Solids Testing May 2019	\$80.00
37316 FedEx	Shipping Fees for May 2019	\$372.29
37317 Fiesta Ford	A/C Repairs Truck 27	\$469.27
37318 Fulton Distributing Co.	Restock Breakroom Supplies	\$1,325.85
37319 Hach Company	LCD Display Boards	\$531.38
37319 Hach Company	Reagents for Lab	\$443.74
37319 Hach Company	LCD Display Boards	\$160.95
37320 Healthy Futures, Inc.	Wellness Program for June 2019	\$1,250.00
37321 Inka Screenprinting & Embroidery	Restock VSD Hats	\$1,526.85
37322 Innovative Document Solutions	Copy Machine Maintenance Fee	\$190.76
37323 Innovative Federal Strategies LLC	Federal Advocacy for May 2019	\$6,000.00
37324 Kaman Industrial Technologies	Bearings	\$239.40
37325 Karen C Hopper	Reimburse for Refreshments for Meeting	\$166.59
37326 Northern Safety Co.	Safety Gloves & Glasses	\$184.16
37327 Polydyne, Inc.	Polymer for Belt Press	\$3,624.31
37328 Price's Nursery & Garden Supply	Crane Service for Bar Screens	\$362.50
37328 Price's Nursery & Garden Supply	Crane Service for Bar Screens	\$290.00
37329 Ryan Williams	Grade 4 Exam Fee Reimbursement	\$215.00
37330 Signature Truck Tops	Bedliner & Toolbox	\$1,068.91
37330 Signature Truck Tops	Utility Truck Lift Gate & Installation	\$5,868.49
37331 SoCo Group, Inc.	Unleaded & Diesel Fuel	\$4,019.28
37332 Southwest Networks, Inc.	Technical Support for May 2019	\$2,541.25
37332 Southwest Networks, Inc.	BDR Storage for July 2019	\$699.00
37333 Stantec Consulting Services, Inc.	*Aeration Basin Inspection for May 2019	\$21,955.11
37334 State Water Resources Control Board	Grade 5 Certificate Fee	\$255.00
37335 The Greater Coachella Valley Chamber of Commerce	Annual Membership Investment 2019/2020	\$700.00
37336 Tops 'N Barricades Inc.	Signage	\$744.50
37337 United Way of the Desert	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$50.00
37338 Univar USA Inc.	Sodium Hypochlorite	\$6,831.41
37339 USA Blue Book	Suspension Harness	\$358.88
37340 Vantage Point Transfer Agents - ICMA	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$1,345.00
37341 Yellow Mart	Work Boots	\$217.49
201906121 Frontier Communications	Telephone Service for May 2019	\$202.98
201906122 Time Warner Cable	Telephone Service for June 2019	\$1,137.33
201906171 CalPERS Health	Health insurance for July 2019	\$28,786.25
201906211 Paychex - Direct Deposit	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$56,880.07
201906212 Paychex - Fee	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$151.55
201906213 Paychex - Tax	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$25,911.62
201906214 MassMutual	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$10.00
201906215 Nationwide Retirement Solution	PR 05/31/2019 - 06/13/2019 PD 06/21/2019	\$2,530.76
201906231 Office Depot Credit Plan	Restock Office Supplies for May 2019	\$651.87
		\$218,212.58

*Capital Expenditures

APPROVED:



Valley Sanitary District
Board of Directors Meeting
June 25, 2019

TO: Board of Directors
 THRU: Beverli A. Marshall, General Manager
 FROM: Ian Wilson, Chief Plant Operator
 SUBJECT: Request Authorization for Payment of Alleged Violations of Order No. R7-2010-0019 Issued by the RWQCB and Waiver of Right to a Hearing

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

Recommendation:

Staff recommends that the Board of Directors authorize the General Manager to pay \$9,000 for alleged violations issued by Regional Water Quality Control Board (RWQCB) and authorize the General Manager to waive our right to a hearing.

Background:

The District received a Conditional Settlement Offer from the Regional Water Quality Control Board (RWQCB), dated June 6, 2019. There were three (3) alleged violations of order No. R7-2010-0019, NPDES No. CA0104477, for which the District is subject to civil liabilities pursuant to Water Code Sections 13385 and/or 13385.1.

- September 20, 2018 Carbonaceous BOD/Weekly Average \$3,000
- September 30, 2018 Carbonaceous BOD/Monthly Average \$3,000
- January 10, 2019 Carbonaceous BOD/Weekly Average \$3,000

The violation that occurred on September 20, 2018 was a violation for the discharge of pond effluent exceeding the weekly average Carbonaceous BOD (cBOD) limitation of 60 mg/L. The result of this weekly sample was 95 mg/L. The sample collected on this day was sent out to be analyzed by the contract laboratory, ESB Babcock Laboratories, Inc. and the result was not received until after the following week's sampling had already occurred. The following week's sample result was 27.6 mg/L with no process control measures implemented. Staff believes the contract laboratory results to be an error. Due to the elevated value of the sample result on September 20, 2018, the monthly average cBOD was 47.2 mg/L which exceeds the monthly average limitation of 40 mg/L reported on September 30, 2018.

The violation that occurred January 10, 2019 was also a violation for the discharge of pond effluent exceeding the weekly average cBOD limitation of 60 mg/L. The result of that weekly sample was 88 mg/L. The sample collected on this day was again sent out to be analyzed by the contract laboratory, ESB Babcock Laboratories, Inc. The result of this sample was not received from the contract lab until January 23, 2019, nearly two weeks later. The two weekly samples that were analyzed by VSD staff in house following the exceedance results showed values below the weekly compliance limitation for cBOD without any process control measures being implemented. Again, staff believes the contract laboratory result to be in error.

Fiscal Impact:

This expenditure is a new request for the Alleged Violations of Order No. R7-2010-0019 in the amount of \$9,000. The expenditure will come from the Research and Monitoring Fund under the Operations Budget.

11-5750-414-2	Research and Monitoring	\$ 9,000
Total	FY 2019/20	\$ 9,000

Attachments: RWQCB Conditional Settlement Offer No. R7-2019-0026, dated June 6, 2019.



GAVIN NEWSOM
GOVERNOR



JARED BLUMENFELD
SECRETARY FOR
ENVIRONMENTAL PROTECTION

Colorado River Basin Regional Water Quality Control Board

CERTIFIED MAIL: 7018 0680 0002 0102 9211

June 6, 2019

Ron Buchwald, P.E.
District Engineer
Valley Sanitary District
45-500 Van Buren Street
Indio, CA 92201

Dear Mr. Buchwald:

SUBJECT: CONDITIONAL SETTLEMENT OFFER NO. R7-2019-0026: OFFER TO PARTICIPATE IN EXPEDITED PAYMENT PROGRAM RELATING TO ALLEGED VIOLATIONS OF ORDER NO. R7-2015-0002, NPDES NO. CA0104477

This letter notifies Valley Sanitary District, Owner/Operator, Valley Sanitary District Wastewater Treatment Plant (Discharger) of alleged violation(s) of effluent limitations and provides the Discharger the opportunity to settle the violation(s) through payment of **\$9,000** in mandatory minimum penalties pursuant to California Water Code (Water Code) sections 13385 and/or 13385.1. Please reply by **July 5, 2019**.

NOTICE OF VIOLATION

The Assistant Executive Officer alleges that the Discharger has violated the above-referenced National Pollutant Discharge Elimination System (NPDES) permit as identified in Exhibit A, attached hereto and incorporated by reference. The Discharger can resolve the alleged violations as discussed below.

STATUTORY LIABILITY

Water Code section 13385, subdivisions (h) and (i), require the assessment of a \$3,000 mandatory minimum penalty for specified serious and chronic effluent limitation violations. The Discharger is also subject to discretionary administrative civil liability of up to \$10,000 per day for each violation, plus \$10 for each gallon discharged but not cleaned up in excess of 1,000 gallons. The Colorado River Basin Regional Water Quality Control Board (Regional Water Board) may assess mandatory minimum penalties and discretionary administrative civil liability beginning with the date on which the violations first occurred. The formal enforcement action that the Regional

NANCY WRIGHT, CHAIR | PAULA RASMUSSEN, EXECUTIVE OFFICER

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RECEIVED

JUN 10 2019



Valley Sanitary District

Water Board uses to assess such liability is an administrative civil liability complaint. Alternatively, the Regional Water Board may refer the matter to the Attorney General's Office for prosecution in the Superior Court. The Superior Court may assess up to \$25,000 per day for each violation, plus \$25 per gallon discharged but not cleaned up in excess of 1,000 gallons.

OFFER TO PARTICIPATE IN EXPEDITED PAYMENT PROGRAM

The Discharger can avoid the issuance of a formal enforcement action and settle the alleged violation(s) identified in Exhibit A by participating in the Regional Water Board's Expedited Payment Program. The Discharger may accept this Conditional Settlement Offer, waive its right to a hearing, and pay the mandatory minimum penalty of **\$9,000** for the violation(s) described in Exhibit A. If the Discharger elects to do so, the Regional Water Board will execute the settlement offer subject to the conditions below. The Regional Water Board will accept the payment in settlement of any enforcement action that would otherwise arise out of the violation(s) identified in Exhibit A. Accordingly, the Regional Water Board will not issue a formal administrative civil liability complaint, will not refer the violation(s) to the Attorney General's Office, and will waive its right to seek additional discretionary civil liability for the violation(s) identified in Exhibit A.

This Conditional Settlement Offer does not address or resolve liability for any violation that is not specifically identified in Exhibit A.

DISCHARGER'S OPTIONS FOR RESPONSE TO OFFER

To accept this Conditional Settlement Offer, the Discharger must complete, sign, and return the enclosed "Acceptance of Conditional Resolution and Waiver of Right to Hearing" (Acceptance and Waiver) on or before **July 5, 2019 (30 days)**.

If the Discharger chooses to contest any of the violations alleged in Exhibit A, please identify the specific violation(s) and the basis for the challenge (factual error, affirmative defense, etc.) on or before the due date specified above. Regional Water Board staff will evaluate the contested violation and take one of two actions:

- 1) Determine that the violation warrants dismissal, dismiss the alleged violation(s) in the California Integrated Water Quality System (CIWQS) database, notify the Discharger of the dismissal, and take no further action against the Discharger for the alleged violation(s);
or
- 2) Determine that the alleged violation(s) is/are meritorious and notify the Discharger of that determination. The Discharger will then have 30 days from the date of the notice of determination to accept settlement for the violation by submitting a complete Acceptance and Waiver. If the Discharger chooses not to accept or makes no reply to the determination within 30 days, the Discharger will be contacted by the Regional Water Board staff regarding a formal enforcement proceeding for the contested violation(s). Information received by Regional Water Board staff during any formal investigation and assessment of the violation(s), as well as staff costs associated with pursuing the enforcement, may increase the liability beyond that set forth in this Conditional Settlement Offer.

CONDITIONS FOR REGIONAL WATER BOARD ACCEPTANCE OF RESOLUTION

Federal regulations require the Regional Water Board to publish and allow the public at least 30 days to comment on any settlement of an enforcement action addressing NPDES permit violations (40 C.F.R. section 123.27(d)(2)(iii)). Upon receipt of the Discharger's Acceptance and Waiver, Regional Water Board staff will publish a notice of the proposed resolution of the violation(s).

If Regional Water Board staff do not receive comments within the 30-day comment period and no new material facts become available to the Regional Water Board, the Executive Officer will execute the Acceptance and Waiver as a stipulated order assessing the uncontested mandatory minimum penalty amount pursuant to Water Code sections 13385 and/or 13385.1.

If, however, significant comments are received in opposition to the Settlement, the Offer may be withdrawn. In that case, the Discharger's waiver pursuant to the Acceptance and Waiver will also be treated as withdrawn and the violation(s) will be addressed in a liability assessment proceeding. At the liability assessment hearing the Discharger will be free to make arguments as to any of the alleged violations, and the Discharger's agreement to accept this conditional settlement offer will not in any way be binding or used as evidence against the Discharger. The Discharger will be provided with further information on the liability assessment proceeding.

In the event the Executive Officer executes the Acceptance and Waiver, full payment of the assessed amount shall be due within 30 calendar days from the date of the Executive Officer's signature. Funds collected for violations under Water Code sections 13385 and 13385.1 shall be deposited in the State Water Pollution Cleanup and Abatement Account. Accordingly, the **\$9,000** liability shall be paid by cashiers or certified check made out to the "State Water Pollution Cleanup and Abatement Account". Failure to pay the full penalty within the required time may subject the Discharger to further liability.

Please send your reply to the attention of Kai Dunn, either by email or U.S. mail. If you want to discuss or have questions regarding this Conditional Settlement Offer, please contact Kai Dunn at (760) 776-8986 or Kai.Dunn@waterboards.ca.gov.

Sincerely,


Frank Gonzalez, P.E.
Assistant Executive Officer
Colorado River Basin
Regional Water Quality Control Board

MJ/tab

Enclosure: Exhibit A – Notice of Violation
Exhibit B - Acceptance of Conditional Resolution and Waiver of Right to Hearing

File: WDID No. 7A 33 0122 021, Valley SD WWTP
ECM: CW-270096

MANDATORY PENALTY ADMINISTRATIVE CIVIL LIABILITY

Valley Sanitary District

Valley SD WWTP

WDID No. 7A330122021 NPDES No. CA0104477

EXHIBIT "A"

Effluent Limitation Violations Requiring Mandatory Minimum Penalties

#	Violation Number	Violation Date	Constituent	Pollutant Group	Limitation Period	Limit	Result/Average	Units	% Over Limit	Date 180 Days Prior	Serious or Chronic Violation?	Penalty
1	1047705	07/17/2018	E.coli	Other	Daily Maximum	400	1046.2	MPN/100	N/A	01/18/2018	N/A	\$ 0
2	1047729	07/31/2018	Fecal Coliform	Other	10% for 30 days	400	1119.9	MPN/100	N/A	02/01/2018	N/A	\$ 0
3	1050428	09/20/2018	Carbonaceous BOD	Group 1	Weekly Average	60	95	mg/L	58%	03/24/2018	S	\$ 3,000
4	1050429	09/30/2018	Carbonaceous BOD	Group 1	Monthly Average	40	47.2	mg/L	18%	04/03/2018	C	\$ 3,000
5	1055862	01/10/2019	Carbonaceous BOD	Group 1	Weekly Average	60	88	mg/L	47%	07/14/2018	C	\$ 3,000
\$ 9,000												

1 - Violation occurs on sample date or last date of averaging period.

2 - For Group I pollutants, a violation is serious when the limit is exceeded by 40% or more

- For Group II pollutants, a violation is serious when the limit is exceeded by 20% or more

3 - When a serious violation occurs on the same day as a chronic, the serious violation is only assessed an MMP once and is counted last for the day when determining the number of chronic violations to be assessed a

Violation period ending the last day of January 2019

Group I Violations Assessed MMP: 3

Group II Violations Assessed MMP: 0

Other Effluent Violations Assessed MMP: 0

Violations Exempt from MMP: 0

Total Violations Assessed MMP: 3

Mandatory Minimum Penalty = (1 Serious Violations + 2 Non-Serious Violations) x \$3,000 = \$9,000

Exhibit B
ACCEPTANCE OF CONDITIONAL RESOLUTION
AND WAIVER OF RIGHT TO HEARING

Valley Sanitary District, Owner/Operator
Valley Sanitary District Wastewater Treatment Plant
WDR Order No. R7-2015-0002 (NPDES No. CA0104477)

By signing below and returning this Acceptance of Conditional Resolution and Waiver of Right to Hearing (Acceptance and Waiver) to the California Regional Water Quality Control Board, Colorado River Basin Region (Regional Water Board), Valley Sanitary District, Owner/Operator, Valley Sanitary District Wastewater Treatment Plant (Discharger) hereby accepts the conditional settlement offer to settle the alleged violation(s) through payment of mandatory minimum penalties and waives the right to a hearing before the Regional Water Board to dispute the alleged violation(s). The alleged violation(s) are attached to this Acceptance and Waiver as 'Exhibit A' and incorporated by reference.

The Discharger agrees that 'Exhibit A' shall serve as a Complaint pursuant to Article 2.5 of the California Water Code and that no separate Complaint is required for the Regional Water Board to assert jurisdiction over the alleged violation(s) through its Assistant Executive Officer. The Discharger agrees to pay the penalties required by California Water Code sections 13385 and/or 13385.1, in the sum of **\$9,000** (Expedited Payment Amount), which shall be deemed payment in full of any civil liability pursuant to Water Code section 13385 that otherwise might be assessed for the violation(s) described in 'Exhibit A'. The Discharger understands that this Acceptance and Waiver waives its right to contest the allegations in 'Exhibit A' and the amount of civil liability assessed for the violation(s).

The Discharger understands that this Acceptance and Waiver does not address or resolve liability for any violation that is not specifically identified in 'Exhibit A'.

Upon execution by the Discharger, the completed Acceptance and Waiver shall be returned to:

California Regional Water Quality Control Board, Colorado River Basin
Attention: Kai Dunn
73720 Fred Waring Drive, Suite 100
Palm Desert, CA 92260

The Discharger understands that federal regulations set forth at Code of Federal Regulations, title 40, section 123.27(d)(2)(iii) require the Regional Water Board to publish notice of and provide at least thirty (30) days for public comment on any proposed resolution of an enforcement action addressing NPDES permit violations. Accordingly, this Acceptance and Waiver will be published as required by law for public comment prior to the Executive Officer's execution.

The Discharger understands that if no comments are received within the public notice period that causes the Executive Officer to question the conditional settlement offer, the Executive Officer will execute this Acceptance and Waiver.

The Discharger understands that if significant comments are received in opposition to the conditional settlement offer, the offer may be withdrawn. In that circumstance, the Discharger will be advised of the withdrawal and an administrative civil liability complaint may be issued and the

matter may be set for a hearing before the Regional Water Board. For such a liability hearing, the Discharger understands that its executed Acceptance and Waiver will be treated as a settlement communication and will not be used as evidence in that hearing.

The Discharger understands that once the Executive Officer executes this Acceptance and Waiver, the full payment required by the deadline set forth below is a condition of this Acceptance and Waiver.

The Discharger understands that funds collected for violations under Water Code sections 13385 and 13385.1 shall be deposited in the State Water Pollution Cleanup and Abatement Account. Accordingly, the liability shall be paid by a cashier's or certified check for **\$9,000** made out to the "State Water Pollution Cleanup and Abatement Account."

The Discharger understands that payment must be submitted to the State Water Resources Control Board no later than thirty (30) calendar days after the date on which the Executive Officer executes this Acceptance and Waiver.

The Discharger shall mail the check to:

State Water Resources Control Board
Division of Administrative Services, Accounting Branch
Attn: ACL Payment
PO Box 1888
Sacramento, CA 95812-1888

I hereby affirm that I am duly authorized to act on behalf of and to bind the Discharger in the making and giving of this Acceptance and Waiver.

Valley SD WWTP

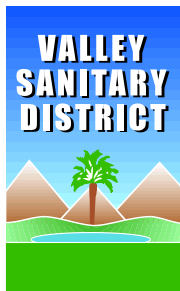
By: _____
Signed Name Date

Printed or Typed Name Title

Note: Please return the signed Acceptance and Waiver with Exhibit A, together.

IT IS SO ORDERED PURSUANT TO WATER CODE SECTION 13385.

By: _____
PAULA RASMUSSEN Date
Executive Officer



Valley Sanitary District
Board of Directors Meeting
June 25, 2019

TO: Board of Directors
 THRU: Beverli A. Marshall, General Manager
 FROM: Ron Buchwald, District Engineer
 SUBJECT: Secondary Security Fence Panels Project Pay Application Number 3

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

Recommendation:

Staff recommends that the Board of Directors:

- Approve Pay Application No. 3 for retention to Tremblay Iron Works.

Background:

Change Order Requests

None

Request for Information

The total number of Requests for Information to date is 0.

Contractor Progress Payment Request

Here is the summary of the pay application; the Tremblay Iron Works invoice is attached.

Total Complete	\$ 143,640.00
<u>Less Previously Paid</u>	<u>\$ 136,458.00</u>
Tremblay Iron Works	\$ 7,182.00

Project Update

Project has been completed.

Delete from Project Contract (A Change Order will be generated)

None.

Project Contingency Fund (New Expense)

None.

Fiscal Impact (Dollars):

<u>Total Invoice</u>	<u>\$ 7,182.00</u>
Due Tremblay Iron Works	\$ 7,182.00

Attachments: Tremblay Iron Works Project Retention Invoice, dated May 2, 2019

Tremblay Iron Works

Invoice

83-764 Ave. 45
 Indio, CA 92201
 PH. # 760-347-8403 Fax # 760-347-8461
 L.I.C. # 844515

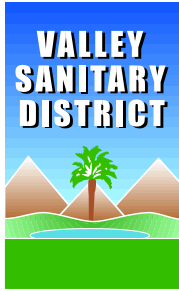
Date	Invoice #
5/2/2019	17851

Bill To
VALLEY SANITARY DISTRICT Ronald Buchwald District Eng. 45500 Van Buren Indio, Ca C:760 238 5408, F: 760 238 5460 rbuchwald@valley-sanitary.org
SENT VIA

Job Location		
Terms	EST. #	P.O #
RETENTION		

Qty	Description	Rate	Est Amt	Prior Amt	Amount
	RETENTION:				
	5% RETENTION WITH HIELD: INVOICE 17686 DATED 1/22/2019	2,872.80	2,872.80		2,872.80
	5% RETENTION WITH HIELD: INVOICE 17845 DATED 05/02/2019	4,309.20	4,309.20		4,309.20

Tremblay Iron Works, the installation company for Aladdin manufacturing, will complete the installation and any service work required. Please see terms & conditions on the Estimate. NOTE: A deposit is required for any custom order parts, fabrication or installation. Remaining balance is due C.O.D. upon completion of the installation. Any changes in design, paint, fabrication or installation may result in additional charges. Insufficient backing during any installation may result in an upcharge. If there is insufficient backing, any damage during that process; ie, drilling holes in the drywall in order to find the backing or having to add backing in order to properly install our product, we will not be liable for any repairs beyond our trade. Please make ALL checks payable to Tremblay Iron Works. Thank You!	Total	\$7,182.00
	Payments/Credits	\$0.00
	Balance Due	\$7,182.00



Valley Sanitary District
 Board of Directors Meeting
 June 25, 2019

TO: Board of Directors
 THRU: Beverli Marshall, General Manager
 FROM: Ron Buchwald, District Engineer
 SUBJECT: Award Contract – Sewer Siphon Replacement Crossing Coachella Stormwater Channel to Carollo Engineers, Inc.

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

Recommendation:

Staff recommends that the Board of Directors authorize the General Manager to execute a contract addendum to Carollo Engineers, Inc. to provide surveying services for the sewer siphon replacement project not to exceed \$25,515. VSD is splitting the cost of this additional work with the Indio Water Authority (IWA) and will receive \$12,757.50 from them at the completion of the survey work.

Background:

On February 14, 2019, the Coachella Valley and the watershed north of Palm Springs experienced a high rain event that resulted in flood waters within the Coachella Stormwater Channel. The flooding within the storm channel caused damage throughout the Coachella Valley from Palm Springs to the Salton Sea. This flood event was the direct cause of the high erosion within the storm channel that exposed the District’s sewer siphon underneath the channel at Westward Ho and Avenue 46. An emergency and temporary sewer main replacement was performed to replace about 200 feet of the damaged sewer siphon. The repaired sewer siphon needs to be replaced with a permanent and protected sewer siphon. A new design is required to place the main below the new erosion zone.

On April 23, 2019, the Board authorized the General Manager to enter into a contract with Carollo Engineers, Inc. (Carollo) for a not to exceed price of \$125,534 for the preliminary design of the replacement of the sewer siphon. Adjacent to VSD’s sewer siphon is an IWA water main that was also exposed. IWA is planning on using Carollo as well to provide a preliminary design to replace the water main. During our project kick off meeting with Carollo and IWA, it was suggested that a complete survey be performed now instead of at the completion of preliminary design in order to answer some questions on alignment, property right of ways, and easements. Since this survey would benefit both agencies, it was agreed that this cost should be split between them. Currently, VSD has a contract with Carollo and therefore it was decided that the survey costs would be added to VSD’s contract with Carollo with half being reimbursed by IWA at the completion of the survey work.

Fiscal Impact:

This proposal will be added by addendum to the original contract. The revised total contract amount is \$151,049 with \$12,757.50 being reimbursed by the City of Indio/IWA for their portion of the cost. This is a single year project expected to be completed during FY 2019/20.

12-8632-000-0	Engineering and Maintenance	\$25,515
Total	FY 2019/20	\$25,515

Attachment: Letter of Proposal, Carollo, dated June 11, 2019



June 11, 2019

Mr. Ron Buchwald, PE
District Engineer
Valley Sanitary District
45-500 Van Buren
Indio, CA 92201

Subject: Proposal to Provide Engineering Services for the Replacement of the Westward-Ho Sewer Siphon Crossing the Coachella Stormwater Channel – (Amendment No. 1) Surveying Services

Dear Mr. Buchwald:

Carollo Engineers Inc. (Carollo) is pleased to submit this contract amendment to provide additional scope of services for the above project. This additional work includes field surveying of the proposed Sewer Siphon Crossing at the Coachella Stormwater Channel.

Below is a listing of the additional scope of work to be added to the original Master Services Agreement dated July 18, 2018 and letter of authorization dated April 25, 2019.

SCOPE OF WORK

Note: Scope of additional work in this amendment begins with Task 7 continuing from original scope of work which includes Tasks 1 through 6.

This proposal includes the following tasks:

Task 7 – Aerial Topographic Survey
7.01 – Provide Topographic Survey

Carollo’s subconsultant, CAL VADA will prepare an aerial mapping survey by a conventional field survey. Refer to Attachment 1 for detailed scope of survey work.

Deliverables:

Deliverables for this additional work include:

- AutoCAD (Civil 3D) drawing, version 2018 or lower, including surface file(s).
- Signed and stamped PDF copy of the survey file.

BUDGET ESTIMATE

Carollo’s estimated budget for this task is **\$25,515**. Carollo propose to perform the above-described scope of services on a time and material and Not-To-Exceed Fee. A breakdown of our fee estimate is shown below.

Total Carollo Labor:	\$5,000.00(*)
Subconsultant Markup (10%)	\$1,865.00

Mr. Ron Buchwald, PE
District Engineer
Valley Sanitary District
45-500 Van Buren
Indio, CA 92201
June 11, 2019

Total Subconsultant Fee:	\$18,650.00
Total PECE and ODCs:	\$0.00
Total Fee:	\$25,515.00

(*) The \$5,000 Carollo Labor listed above is for review and checking of the surveying base map and checking of the coordinates, invert elevations, utilities and implementation of the survey mapping into the Preliminary Design Report plans/drawings.

Amendment 1 will result in adjusting the original contract amount by:

Original Contract Amount:	\$125,534.00
Total for Amendment No. 1:	\$25,515.00
Adjusted Contract Amount:	\$151,049.00

SCHEDULE

We do not anticipate this change to impact the project's preliminary design schedule. Therefore, we do not request an update to the original design schedule in order to incorporate this added scope of work items. We anticipate this work to be performed in 3 to 4 weeks from approval and authorization by the district.

Please feel free to contact me or our project manager, Jerry Gantney, at (213) 279-3327 should you have any questions regarding this proposal. Carollo appreciates the opportunity to work with the District on this important infrastructure project.

Sincerely

CAROLLO ENGINEERS



Juan Diaz-Carreras
Principal-in-Charge



Jerry Gantney, PE, PLS
Vice President
Principal Civil Engineer

Attachment 1: CA VADA Proposal

**ATTACHMENT 1
CAL VADA PROPOSAL**

May 23, 2019

ATTACHMENT 1

Mr. Raphael Bui
Principal Infrastructure Engineer
Carollo Engineers, Inc. (Los Angeles)
707 Wilshire Blvd, Suite 3920
Los Angeles, CA 90017
Phone: 213-489-1587
Fax: 213-572-0361
rbui@carollo.com

**Subject: Proposal for Professional Surveying Services
Valley Sanitary District Pipeline River Crossing, Indio, CA**

Dear Raphael,

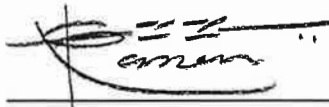
At CAL VADA Surveying, Inc. (CAL VADA), we are a certified DVBE, MBE & SBE company with over 30 years of experience providing land surveying services for projects ranging from small retail and office properties to large commercial developments. Our service philosophy is to provide our clients the most efficient and highest quality service, never sacrificing quality for timeliness. We are fully committed to making your project a success.

Should you have any questions on the attached proposal or need additional information, please contact me at (951) 280-9960. If this proposal is acceptable, please indicate by signing the terms at the end and return a copy to my attention by email or fax at (951) 280-9746 and we will begin work immediately. Our goal is to establish a great working relationship with you for this project, so that you have a surveying firm that you can count on in the future.

Thank you again for your consideration and we would welcome the opportunity to work with you on this project!

Kind Regards,

CAL VADA SURVEYING, INC.



Ramon Gonzalez, LSIT
Sr. Project Manager
rgonzalez@calvada.com

I SCOPE OF SERVICES

Aerial Topographic Survey

A design level Topographic Survey (aerial mapping hence by a conventional field survey) will be provided for the area as outlined in the aerial picture shown on Exhibit "A" (the Site). The boundary component of the survey will include a field boundary verification denoting current right-of-way lines and easements as shown on available recorded maps. The items to be included are as follows:

Survey Control

1. The vertical control will be based on the North American Vertical Datum of 1988 (NAVD 88). A local municipal benchmark will be used, if available.
2. The horizontal control will be based on the California State Plane Coordinate System of 1983 (NAD 83).
3. We will provide a minimum of 3 control points/monuments that can be used for the construction staking of the project.

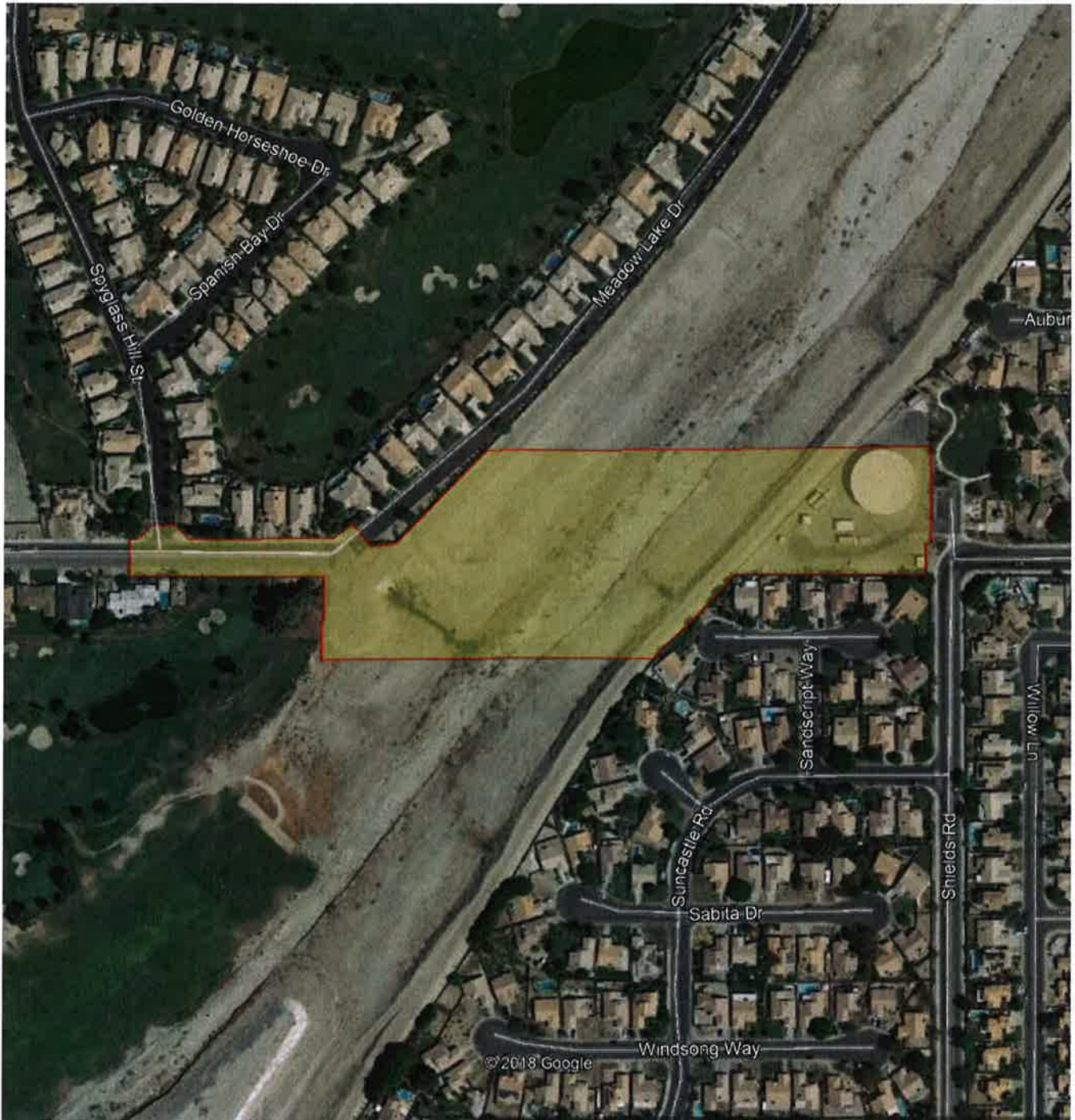
Survey Features

4. The majority of the survey will be prepared using aerial photography. Supplemental observations will be taken at 50-foot street cross sections of the adjacent roads and compiled with the photogrammetric data to create the final deliverable. Spot elevations will be at back of walk/sidewalks, top of curbs, flow lines, gutter edges, street crowns, driveway aprons, local depressions, and handicap ramps.
5. The aerial mapping survey will at 1" = 40', with 1-foot contours and spot elevations to 0.1-foot accuracy per ACSM standards.
6. Spot elevations to determine the water flow of adjacent streets and catch basins that terminate or commence offsite and flow within the Site.
7. Location of signing and striping within the Site.
8. Location of trees over 6 feet in height, regardless of caliper, within the Site.

Utilities

9. Location, elevation, size, and type of visible above ground utilities within the Site.
10. Flow line invert elevations and sizes of drain inlets, sanitary sewer and storm drain manholes adjacent to the Site, unless bolted down.
11. Water valves will be located and dip the valve box to top of operating nut.
12. Nearest public fire hydrants within the Site. If none are within the Site limits, the nearest two shall be provided.
13. If marked, existing utilities that are identified as painted striping from USA markings we will surveyed.

Exhibit "A"



Extent of Survey ±8.9 acres

II DELIVERABLES

1. AutoCAD (Civil 3D) drawing, version 2018 or lower, including 3D surface file(s).
2. The CAD mapping shall be composed of several master files such as Control, Topographic and Utility files, all correctly referenced.
3. Signed and stamped PDF file.

III FEE

Pricing includes all labor (both field and office), materials, equipment, research and deliverables to client.

Aerial Topographic Survey.....\$18,650.00

IV SCHEDULE

We are available immediately to expedite this project and require 24-hour notice. The delivery of the topographic survey will be (15) fifteen business days from notice to proceed; subject to weather or other factors beyond our control. Should you require quicker services, CAL VADA will accommodate any reasonable schedule.

V ADDITIONAL SERVICES AND ASSUMPTIONS

Should changes to the Scope of Services or any additional services be required after commencement of the project work, an Agreement for changes in pricing, if any, will be reached for the additional services. The project assumptions are as follows:

1. A current title report of the subject property will be provided by the client. If a title report is not furnished, we will plot the easements shown on available mapping and cannot guarantee all easements and/or encumbrances affecting the subject property will be shown.
2. The site will be accessible and clear of obstructions at the requested time of survey. If coordination of site access is required prior to the survey being performed, the client will provide the necessary information. The survey will take place during normal business hours.
3. Lot Tie Agreement and Lot Line Adjustment efforts are excluded at this time as the specific requirements and lot configurations are currently unknown.
4. The research and plotting of record underground utilities and the hiring of an underground utility locating company are not included in this proposal.
5. Legal description(s) and exhibit(s) for dedications/easements are excluded from this quote.
6. The above-mentioned fee is based upon non-prevailing wage rates.
7. Sufficient survey monumentation will exist at the controlling major intersections and key locations of the underlying record maps. In the event that monumentation is incomplete or deficient, an additional expanded scope may be required. If this should occur, we will discuss our findings in detail with the client and a fee adjustment to this agreement will be required.
8. A Record of Survey is not included in the Scope of Services. We are required to file a Record of Survey if, in performing the boundary survey, material discrepancies are found between measured field data versus historical documents and maps or if any of the boundary lines being established are not shown on any previously recorded Subdivision Map, Official Map, or Record of Survey. A copy of the relevant sections of the Professional Land Surveyors' Act detailing these

requirements will be provided at the client's request. The preparation and filing of a Record of Survey shall be billed and paid for as "Additional Services".

VI QUOTE UNDERSTANDING

It is understood and agreed between the parties that the total fee as described herein is for the scope of services as set forth herein. If unforeseen field conditions exist, assumptions of this proposal are not met or additional services are requested by **Carollo Engineers, Inc.** (Client), the scope of the additional services and a lump sum fee will be determined and a change order will be prepared and sent to Client describing the scope and fees of the additional services requested. Work on the additional services will not commence until written authorization to proceed is received via standard mail, facsimile or e-mail.

The Client agrees to pay Cal Vada Surveying, Inc. (Consultant) compensation for services performed on a fixed fee basis, except as noted. The fees quoted herein will be used as a guide in determining the percentage of work completed by Consultant, where applicable. Progress billings will be made towards the end of each month for services performed during that period. All bills are due and payable within thirty (30) days of receipt of invoice.

Payment of invoice is not subject to nor can payment be withheld based upon the closing date of the sale or transaction of the land surveyed. If Client fails to pay Consultant within thirty (30) days after invoices are rendered, Consultant shall have the right, at its sole discretion, to consider such default of payment a material breach of this entire agreement and, upon written notice, Consultant's duties, obligations and responsibilities under this agreement may be suspended or terminated. In such event, Client shall promptly pay Consultant for all outstanding fees and charges due at the time of suspension or termination. If Consultant elects to suspend or terminate services pursuant to this provision, Consultant is entitled to reasonable suspension or termination costs or expenses.

Client may terminate this agreement at any time, understanding that billing may have been incurred and it will be invoiced hourly per our current schedule of rates, enclosed.

Client agrees that all billings from Consultant to Client are correct and binding on Client unless Client, within ten (10) days from the date of receipt of such billing, notifies Consultant in writing of alleged inaccuracies, discrepancies, or errors in billing.

Client agrees to pay a monthly late payment charge, which will be the lesser of one and one-half percent (1-1/2%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after date of the billing.

In the event of any litigation arising from or related to the services provided or Consultant institutes litigation to enforce non-payment under this agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees, experts' fees and other related expenses.

The scope of services noted in this proposal shall not be superseded by subsequent documents.

The forgoing proposal is valid for one (1) month from the date of this letter. We reserve the right to review costs at the end of one month and negotiate possible fee changes. Agreement is governed by the laws of the State of California.

If you accept this proposal and agreement, please sign and return a copy to us.

We look forward to serving you on this project. Please call if you have any questions.

Sincerely,
CAL VADA SURVEYING, INC.

Ramon Gonzalez, LSIT
Sr. Project Manager

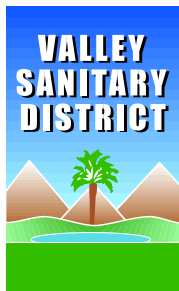
Approved and accepted this _____ day of _____ 2019, by

(Signature)

(Name)

_____, for _____
(Title) (Client Name)

Proposal No.
P190899



Valley Sanitary District
Board of Directors Meeting
June 25, 2019

TO: Board of Directors
 THRU: Beverli A. Marshall, General Manager
 FROM: Ron Buchwald, District Engineer
 SUBJECT: Resolution to Adopt the 2019 Sewer System Management Plan to Comply with the Statewide General Waste Discharge Requirements

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

Recommendation:

Staff recommends that the Board of Directors adopt Resolution No. 2019-1120 to adopt the 2019 Sewer System Management Plan to comply with the Statewide General Waste Discharge Requirements as adopted by the State Water Resource Control Board.

Background:

On May 2, 2006, the State Water Resources Control Board adopted a General Waste Discharge Requirement (WDR) for all public sanitary collection systems in California with more than 1-mile of sewer mains. As part of the WDR, a Sewer System Management Plan (SSMP) was to be created and then approved by the Board of Directors through a public hearing. Thereafter, the SSMP is to be audited by staff every two years to confirm the SSMP meets the needs of the collection system agency in order to reduce all sanitary sewer overflows. The SSMP is to be updated and revised as needed and approved by the Board every five years from the date of the original approval. The Board originally approved the SSMP in July of 2009 and approved updates to the document made by the District in 2014.

Fiscal Impact (Dollars):

None. All revisions and updates to the plan were performed by District staff.

Attachments: Resolution No. 2019-1120
 The 2019 Sewer System Management Plan

RESOLUTION NO. 2019-1120

**A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT
ADOPTING THE UPDATED VALLEY SANITARY DISTRICT SEWER SYSTEM
MANAGEMENT PLAN (SSMP), AND AUTHORIZING THE GENERAL MANAGER AND
DISTRICT ENGINEER TO SUBMIT THE ADOPTED SSMP TO THE STATE WATER
RESOURCES CONTROL BOARD**

WHEREAS, on July 7, 2005, the Regional Water Quality Control Board (RWQCB) issued a letter to sewer collection system agencies, including the Valley Sanitary District (the District) requiring the preparation of a Sewer System Management Plan (SSMP); and

WHEREAS, the RWQCB at that time directed that the District must also comply with sanitary sewer overflow (SS) electronic reporting requirements issued in November 2004; and

WHEREAS, on May 2, 2006, the State Water Resources Control Board (SWRCB) issued Order No. 2006-0003-DWQ requiring all public wastewater collection system agencies in California with greater than one mile of sewer mains to be regulated under General Waste Discharge Requirements (WDR); and

WHEREAS, portions of the Order establishing the Statewide WDR related to monitoring and reporting were amended by Oder No. 2013-0058-EXEC, dated July 30, 2013 and effective on September 9, 2013 (the Amended MRP); and

WHEREAS, the Board of Directors originally approved the SSMP in April of 2007, and approved the updated SSMP in July 2014; and

WHEREAS, the intent of the SSMP is to comply with the RWQCB requirements, the WDR, and the MRP and an update has been prepared to document changes to policies and procedures employed by the District in the day-to-day operation of its wastewater enterprise since the approval of the April, 2007 SSMP, and approved the updated SSMP in July of 2014; and

WHEREAS, the importance of the District's compliance with these applicable and relevant regulations is such that adoption of the updated SSMP is respectfully requested by the General Manager and District Engineer.

NOW, THEREFORE, the Board of Directors of Valley Sanitary District **HEREBY RESOLVES** as follows:

Section 1: Adopts the attached updated Valley Sanitary District Sewer System Management Plan dated July 2019.

Section 2: Authorizes the General Manager and District Engineer to transmit the adopted updated SSMP to regulatory agencies as required.

PASSED, APPROVED, and ADOPTED this _____ day of _____, 2019, by the following roll call vote:

AYES:

NAYES:

ABSENT:

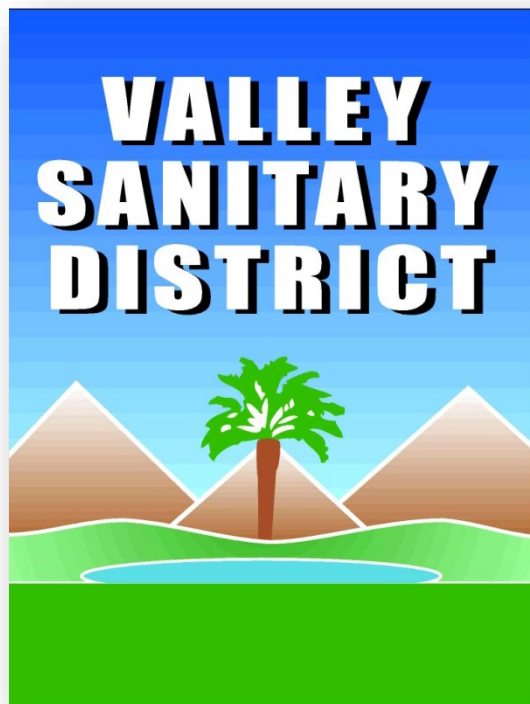
ABSTAIN:

Mike Duran, President

ATTEST:

Dennis Coleman, Secretary

**VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN
(SMMP)**



April 2019

Adopted by VSD Board of Directors: June 25, 2019

Latest Revision: April 2019

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
For
Sanitary Sewer Systems
Order No. 2006-0003-DWQ

This Sewer System Management Plan (SSMP) sequentially follows the Statewide General Waste Discharge Requirements (WDR) Order No. 2006-0003 for Wastewater Collection Agencies, that is, each section of this SSMP follows the WDR requirements. This will allow a reviewer or auditor to easily reference the WDR language in the (SSMP) sections. The Sections for this SSMP are based on each mandatory element of the WDR and the Monitoring and Reporting (M&R) Program Statewide General Waste Discharge Requirements for Sanitary Sewer Systems No. 2006-0003 documents. Specific requirements needing comment, action or review are extracted from each paragraph and presented in an outline format in this SSMP.

After the WDR was adopted on May 6, 2006, VSD reviewed the requirements of the WDR and determined what tasks had been completed or needed to be done. VSD then developed a plan to assess and assign the staff resources necessary to complete this effort, and began those tasks that are due first.

This SSMP has support documents and expanded responses (as necessary) and is a narrative summary of how we are complying with each WDR or M&R paragraph.

This SSMP is in a format that will allow quick access by staff or auditors. Other major documents, plans, engineering standards, operations and maintenance databases, and related background information is referred to in this SSMP as well as where the actual data is stored or maintained.

As the above data is reviewed for accuracy, elements within this SSMP may change to reflect the most up-to-date and accurate information available.

Our goal is to ensure that we have user-friendly documents for VSD staff, VSD Board members and for public review as required by the WDR.

VSD has assigned staff from each division to review each section of this SSMP to ensure that it complies with all requirements of this WDR.

SSMP FORMAT:

Each section of this SSMP is a summarized description of the mandatory elements of the Statewide General Waste Discharge Requirements (WDR) and is printed in bold type. Everything that is not in bold type describes how Valley Sanitary District complies.

ABBREVIATIONS / ACRONYMS:

BMP	Best Management Practice
CCTV	Closed-Circuit Television
CIP	Capital Improvement Plan
CWEA	California Water Environment Association
FOG	Fats, Oils, and Grease
GIS	Geographical Information Systems
I/I	Inflow / Infiltration
MRP	Monitoring and Reporting Program
NPDES	National Pollution Discharge Elimination System
MRP	Monitoring and Reporting Program
O&M	Operation and Maintenance
Order	State Water Resources Control Board Order No. 2006-003-DWQ
PM	Preventative Maintenance
RWQCB	Regional Water Control Board
SSO	Sanitary Sewer Overflow
SSMP	Sewer System Management Plan
WDR	Waste Discharge Requirements

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN (SSMP)

Section 1
SSMP GOALS

In compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District (VSD) complies.

1. Goals: The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system. This will help reduce and prevent Sanitary Sewer Overflows (SSOs), as well as mitigate any SSOs that occur.

The mission of the Valley Sanitary District is to collect wastewater, treat and reclaim the water for beneficial use in a safe and cost-effective manner as prescribed by state and federal law. The District is dedicated to: excellence in service; maintaining a high standard of operation and maintenance; forward thinking in planning for facility and operation needs, and achieving maximum cost efficiency and effectiveness. The District board and staff are dedicated to having the District be a positive asset to the community.

In support of this mission, the District has developed the following goals for the operation and maintenance of its sewer collection system.

1. Minimize sanitary sewer overflows.
2. Prevent public health hazards.
3. Minimize inconveniences by responsibly handling interruption in service.
4. Protect the large investment in collection systems by maintaining adequate capacities and extending useful life.
5. Prevent unnecessary damage to public and private property.
6. Use funds available for sewer operation in the most efficient manner.
7. Convey wastewater to the treatment facility with minimum of infiltration, inflow and exfiltration.
8. Provide adequate capacity to convey peak flows.
9. Perform all operations in a safe manner to avoid personal injury and property damage.

This SSMP supplements and supports the District's existing Operation & Maintenance Program and goals by providing high-level, consolidated guidelines and procedures for all aspects of the District's sewer system management. The SSMP will contribute to the proper management of the collection system and assist the District in minimizing the frequency and impacts of SSO's by providing guidance for appropriate maintenance, capacity management, and emergency response.

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 2
ORGANIZATION

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

2. Organization: The SSMP must identify:

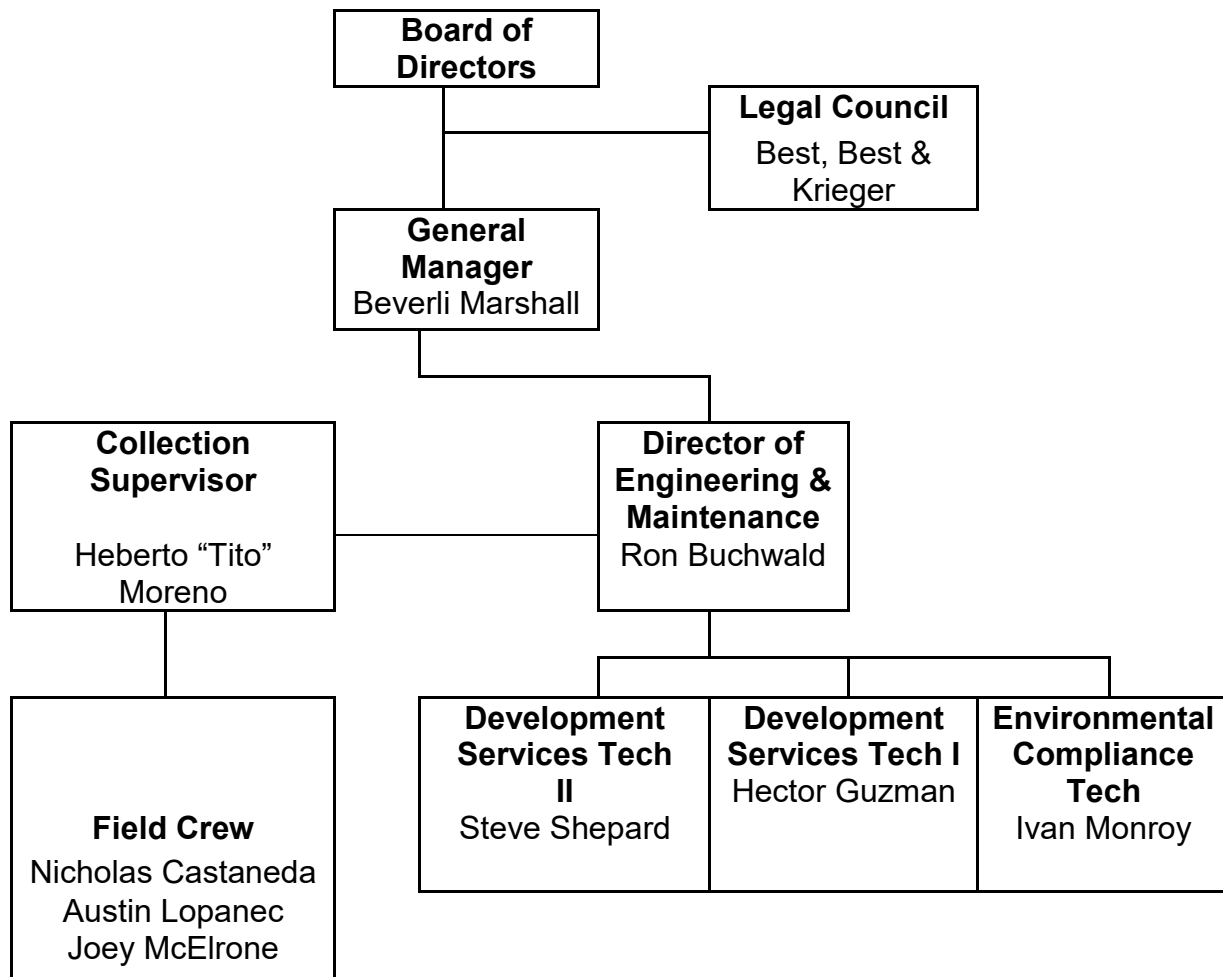
- a. The name of the agency's responsible or authorized representative.**
- b. The name and telephone number for management, administrative, and maintenance positions for implementing specific measures in the SSMP program. The SSMP must identify lines of authority through an organization chart or similar document with a narrative explanation; and**

A Collection system organization chart that identifies District personnel responsible for implementing specific programs in the SSMP is included in this section.

- c. The chain of communication for reporting SSOs, from receipt of a complaint or other information, including the person responsible for reporting SSOs to the State and Regional Water Board and other agencies if applicable (such a County Health Officer, County Environmental Health agency, Regional Water Board, and/or State Office of Emergency Services (OES)).**

A chain of communication chart for reporting Sanitary Sewer Overflows (SSO) is located in this section and a detailed procedure for responding to and reporting SSO's can be found in our Sanitary Sewer Overflow Emergency Response Plan located in the Overflow Emergency Response Plan section.

**Valley Sanitary District
Collection System Organization Chart
Contact Number for all personnel
(760) 238-5400**



Board of Directors: Establish policy.

General Manager: Enforce policy, plan strategy, lead staff, allocate resources, authorize outside contractors to perform service, and serve as public information officer.

District Engineer: Legally Responsible Officer for certifying Sewer System Management Plan (SSMP) elements, SSO reports and lead the development and implementation of the SSMP. Prepare bid documents for and manage rehabilitation Capital Improvement Projects. Planning, organizing, administering, and directing the installation and upgrading of the District's wastewater collection system infrastructure. Responsible for ensuring the District's compliance with local, State and Federal regulations pertaining to wastewater collection.

Collection Supervisor: Manage field operations and maintenance activities; provide relevant information to agency management, leads emergency response, and Legally Responsible Officer for certifying SSOs reports. Train field crews.

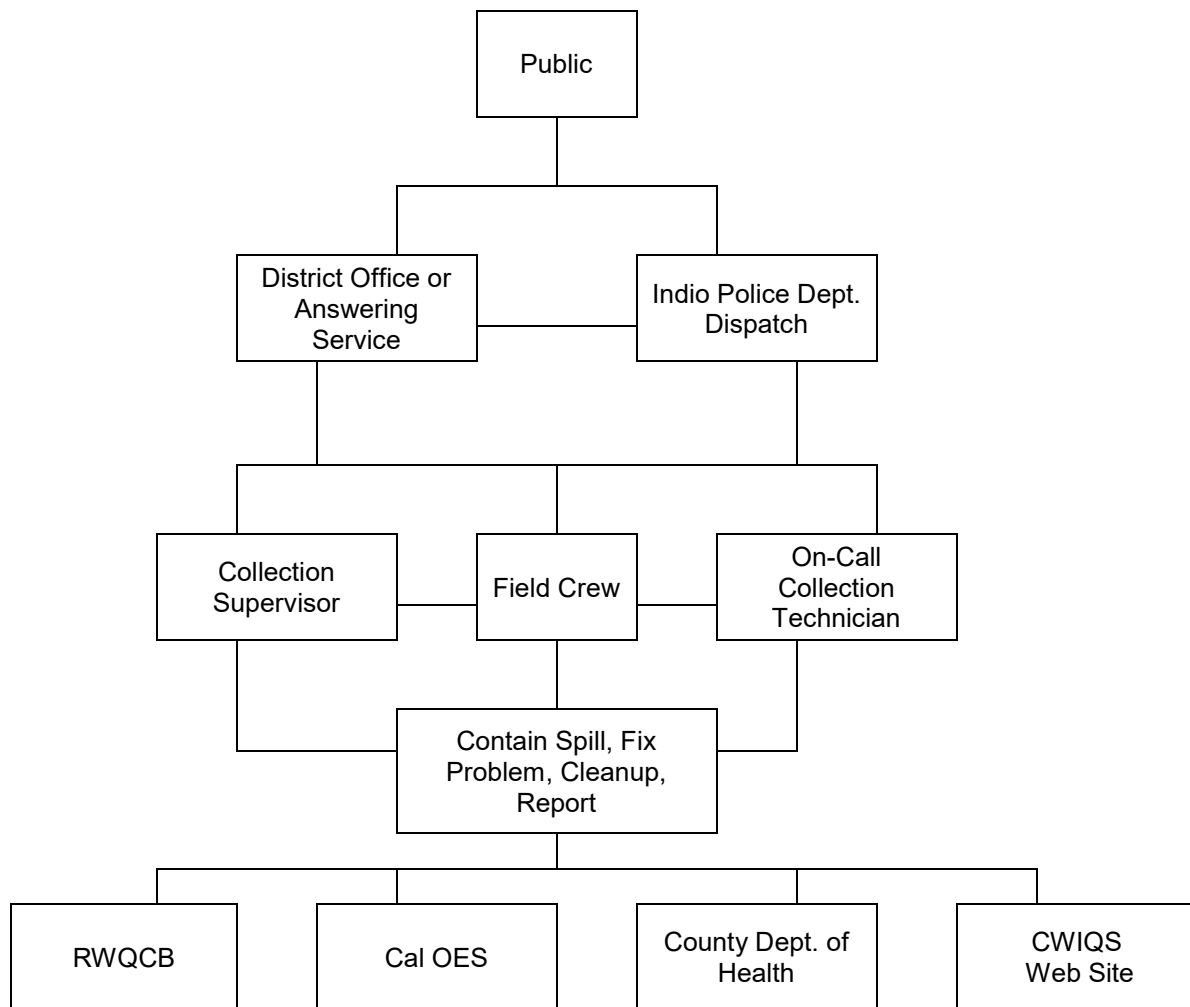
Field Crew: Under direction of the Collection Supervisor, conduct preventive and corrective maintenance activities, mobilize and respond to notification of stoppages and SSOs.

Development Services Tech II: Under direction of the District Engineer assist with plan and field reviews for compliance with District ordinances and regulations; perform FOG inspections; perform field construction inspections Legally Responsible Officer for certifying SSOs reports.

Development Services Tech I: Under direction of the District Engineer assist with plan and field reviews for compliance with District ordinances and regulations; perform FOG inspections; perform field construction inspections.

Environmental Compliance Tech: Under general supervision inspects pretreatment processes to ensure users are in compliance with the District's Environmental Compliance Pretreatment programs; inspects customer facilities to ensure compliance with District ordinances and regulations regarding the use of grease interceptors, sand/oil interceptors and clarifiers; develops, implements and maintains pretreatment program documentation and databases; and performs related duties as assigned.

SSO Reporting Chain of Communications



**2.0 ORGANIZATION
SSMP ELEMENT UPDATE LOG**

- 1. 5/19/10 - Updated the name of the General Manager from Rex Sharp to Joseph Glowitz. By Steve Shepard**
- 2. 6/14/12- Removed Bill Rosamond From Organization Chart, Update new District phone number. By Steve Shepard**
- 3. 2/21/13 - Updated Organization Chart adding District Engineer. By Steve Shepard**
- 4. 8/5/13 - Updated Organization Cart to reflect changes to job titles. By Steve Shepard**
- 5. 6/4/14 - Updated Organizational Chart to reflect changes to job titles and personnel changes. By Steve Shepard**
- 6. 4/12/17- Updated Organizational Chart to reflect personnel changes. By Heberto Moreno**
- 7. 3/7/19- Updated Organizational Chart to reflect personnel changes. By Heberto Moreno**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 3
LEGAL AUTHORITY

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

VSD's General Authority to operate a wastewater collection and treatment facility is included in California Health and Safety Code, Division 6, Part 1, Sanitary District Act of 1923, 6400-6825.

3. Legal Authority: Each Enrollee must demonstrate, though sanitary sewer system use ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

a. Prevent illicit discharges into its sewer system, including I/I from satellite wastewater collection systems and laterals, stormwater, unauthorized debris, etc.

Valley Sanitary District Development Design Manual Edition 2016-1, Appendix B Sewer Construction and Use Ordinance 2010-118, Article 2 Prohibitions and Limits on Discharges, Resolution 2019-1114 Industrial Wastewater Pollutant Limitations. Illicit discharges are addressed in Article 2 – Prohibitions and Limits on Discharges.

b. Require proper design and construction of sewers and connections.

VSD Development Design Manual 2016-1, Appendix I Standard Drawings and General Notes, Appendix J District Standard Specifications, was adopted by the Board of Directors to establish uniform construction standards for sanitary sewers and appurtenances.

Sewer Use and Construction Ordinance 2010-118, Article 3, Sewer Construction, contains standards for sewer construction requirements, public and private sewer construction and out of district sewers. Article 5, Facilities Requirements, also contains standards for construction of pre-treatment related facilities.

The District supplements these standards with:

- “Greenbook” Standard Specifications for Public Works Construction.
- California Plumbing Code, CCR Title 24, Part 5.
- Recommendations by and of California Registered Civil Engineers
- Accepted industry standards when applicable.

c. Ensure access for maintenance, inspection, and repairs to publicly owned portions of laterals.

VSD Development Design Manual 2016-1, Sewer Construction and Use Ordinance 2010-118, Article 3, Section 302-G, lateral sewers and private sewers are owned by the owner of the property. VSD is not responsible for any portion of the private lateral or sewer.

d. Limit the discharge of FOG and other debris that may cause blockages.

VSD Development Design Manual 2016-1, Sewer Construction and Use Ordinance 2010-118, Article 2, Prohibitions and Limits on Discharges, Section 202 Specific Prohibitions, A3, prohibits the discharge of, "Solid or viscous pollutants which will cause obstruction to the flow in the sewer system resulting in interference or damage to the sewerage facilities".

Resolution 2019-1114 Industrial Wastewater Pollutant Limitations, establishes a local limit of 400.0 milligrams per liter (mg/L) for oil and grease discharges.

The District has implemented a formal FOG control program that dedicates personnel to:

- Identify the impact of FOG on the collection system.
- Identify and document sources of FOG, restaurants, bakeries etc. within the District.
- Establish outreach program to educate and assist FOG dischargers.
- Determine compliance by inspection/testing and ongoing monitoring.
- Interact with non-compliant FOG dischargers to achieve acceptable standards.
- Implement progressive enforcement as required.
- Work with potential dischargers prior to project development and discharge.

e. Enforce violations of its sewer ordinances.

Federal and State Laws grant the District the authority to prohibit flows and to take all actions necessary as described in Ordinance 2010-118, Article 1, General Provisions, Section 106, Authority.

Ordinance 2010-118 addresses enforcement of sewer ordinance violations in Article 7, Enforcement, Section 703, Enforcement Procedures and Applicable Fees.

The California Penal Code Section 374.2(a) also provides enforcement authority for the malicious discharge or dumping of substances into the sanitary sewer capable of causing substantial damage or harm to the operation of the public sewer. A copy of 374.2(a) PC is included for reference.

State of California

PENAL CODE

Section 374.2

374.2. (a) It is unlawful for any person to maliciously discharge, dump, release, place, drop, pour, or otherwise deposit, or to maliciously cause to be discharged, dumped, released, placed, dropped, poured, or otherwise deposited, any substance capable of causing substantial damage or harm to the operation of a public sewer sanitary facility, or to deposit in commercial quantities any other substance, into a manhole, cleanout, or other sanitary sewer facility, not intended for use as a point of deposit for sewage, which is connected to a public sanitary sewer system, without possessing a written authorization therefor granted by the public entity which is charged with the administration of the use of the affected public sanitary sewer system or the affected portion of the public sanitary sewer system.

As used in this section, "maliciously" means intent to do a wrongful act.

(b) For the purposes of this section "person" means an individual, trust, firm, partnership, joint stock company, limited liability company, or corporation, and "deposited in commercial quantities" refers to any substance deposited or otherwise discharged in any amount greater than for normal domestic sewer use.

(c) Lack of specific knowledge that the facility into which the prohibited discharge or release occurred is connected to a public sanitary sewer system shall not constitute defense to a violation charged under this section.

(d) Any person who violates this section shall be punished by imprisonment in the county jail for not more than one year, or by a fine of up to twenty-five thousand dollars (\$25,000), or by both a fine and imprisonment. If the conviction is for a second or subsequent violation, the person shall be punished by imprisonment in the county jail for not more than one year, or imprisonment pursuant to subdivision (h) of Section 1170 for 16, 20, or 24 months, and by a fine of not less than five thousand dollars (\$5,000) or more than twenty-five thousand dollars (\$25,000).

(Amended by Stats. 2011, Ch. 15, Sec. 337. (AB 109) Effective April 4, 2011. Operative October 1, 2011, by Sec. 636 of Ch. 15, as amended by Stats. 2011, Ch. 39, Sec. 68.)

Document locations

- A copy of the Valley Sanitary District Development Design Manual Edition 2016-1 can be found in the Development Design Manual section of the SSMP and on the District website.
- A copy of the Sewer Construction and use Ordinance 2010-118 and Resolution 2019-1114 “Industrial Wastewater Pollutant Limitations”, can be found in the VSD Development Design Manual, Sewer Use Ordinance section of the SSMP and on the District website.
- A copy of The California Penal Code Section 374.2(a) is included for reference.

**3.0 LEGAL AUTHORITY
SSMP ELEMENT UPDATE LOG**

- 1. 6/14/12- Updated reference to Sewer Use Ordinance 2010-118
By Steve Shepard**
- 2. 4/12/17- Updated reference to VSD Development Design Manual. Updated
Reference location to document of The California Penal Code Section
374.2(a). Updated section C of the document in reference to access to
“publicly owned” laterals. By Heberto Moreno**
- 3. 6/5/19- Updated Resolution 2008-998 “Local Pollutant Limitations” with
Resolution 2019-1114.**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 4
OPERATION & MAINTENANCE PROGRAM

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

4.0 Operation & Maintenance Program: The SSMP must include those elements listed below that are appropriate and applicable to the Enrollee's system:

4a. Collection System Map: Each wastewater collection system agency shall maintain up-to-date maps of its wastewater collection facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipe and valves, and applicable storm water and piping facilities.

The District owns and maintains a GIS system, Arc GIS, Arc Map 10, to maintain and update collection system mapping information. The graphical representations of the collection facilities are maintained in shape file format and overlaid over a County of Riverside parcel map and an aerial map of the District's service area. Staff digitizes as-built field drawings and information into the GIS.

The City of Indio & the City of Coachella are the local storm water authority. The District's storm water related file information includes a variety of drawings and composite storm water system drawings compiled for the City of Indio by a professional engineering firm. These drawings are recorded as tiff files on a file server common access by all staff. The drawings are also available in conventional paper format and stored in a file drawer labeled as 2C drawings.

4b. Preventative Operation and Maintenance: Describe routine preventative operation and maintenance activities by staff and contractors, include a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventative Maintenance (PM) should have a system to document scheduled and conducted activities, such as work orders.

The District currently employs four employees dedicated to the operation and maintenance of the collection system. A Vactor 2100 Plus Series sewer cleaning vehicle is operated by two employees on a 9/80 workweek schedule performing hydraulic rodding and vacuum removal of debris. A second Vactor 2100 Series

sewer cleaning vehicle is utilized as a backup unit. One department employee operates the television inspection truck identifying and evaluating the existing collection system. All maintenance personnel inspect and document system deficiencies on a daily basis.

A computerized asset management system is used to record and document collection system structural deficiencies as well as FOG and root problem areas identified by maintenance personnel. This management system is also used to generate and schedule work orders for the line maintenance crew. All information entered into the system database, including footage cleaned per day, month and year and the date it was cleaned, can easily be retrieved for review. SSO occurrences recorded in this database contain time, date, cause and remedy information.

The periodic time frame for cleaning the entire system is based on a priority ranking system. Areas of less volume flow such as housing subdivisions require more frequent cleaning than interceptor sewers. Sewers with roots or other defects impeding flow and FOG problem areas are also higher in priorities to prevent SSOs.

4c. Rehabilitation and Replacement Program: Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspection of manholes and sewer pipes, and a system of ranking the conditions of sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule to implement the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement program.

The district has a sewer system inspection program that includes closed circuit television (CCTV) inspection of all sewer mains. These sewer mains are televised subsequent to the sewer cleaning operation and during the sewer main cleaning process of all manholes inspected by the cleaning crew. All pump stations are inspected on a regular basis and any components found to be defective or worn are replaced. Inspection data is imported into our asset management program to be analyzed and the results are displayed on a Geographical Information System (GIS) map of the sewer system.

A section of the 2013 Sewer Master Plan also describes a pipeline replacement program for VSD based on the observed condition data obtained through CCTV and estimated condition based on age of the pipelines. This section presents a systematic, decision-making framework for prioritizing condition assessment activities, VSD's existing CCTV assessment data, and pipeline replacement and rehabilitation prioritizations based on the CCTV data. This section breaks down the analysis results into two categories:

1. Replacement or rehabilitation of pipelines that fall under high risk category due to age or known deterioration based on CCTV data.
2. Regular cleaning and televising of pipelines that are under medium to low risk category.

Since 2013, economic factors have led to less growth than anticipated in the 2013 CSMP, and effective conservation measures have also contributed to lower than anticipated increase in sewerage flow. In 2018, a review of the Collection System Master Plan was done and a Technical Memorandum (TM) was created. Review was initiated to refine earlier population projections, update the model with current observed flows from the Water Reclamation Facility (WRF) and recently added infrastructure improvements, and verify project recommendations from the CSMP.

Areas of Concern (AOC's) previously identified in the CSMP (2013) were verified by the CSMP Review and have been associated with a capital improvement project. New areas of concern identified in the CSMP Review do not have a capital improvement project but will be monitored by VSD. **Table 7** and **Figure 12** of the 2018 TM show a summary of areas of concern by planning horizon i.e. existing conditions (2017), interim planning horizon conditions (2035), build-out conditions.

In early 2018, the Collections System Design and Program Management Project was initiated. This capital improvement project will be divided into phases that will span over the next 10 years or so. Harris and Associates was hired to be the Program Manager for the duration of the project and assist the District in categorizing and prioritizing the sewer pipes and manholes in the collection system for rehabilitation and replacement. This will be accomplished by analyzing new and existing CCTV data collected by VSD's collections crew and assigning risk ratings to all pipes within VSD's sewer collections system. Based upon the assigned ratings and other prioritization criteria, the Program Manager will establish immediate needs based on impacts of failure, maintenance priorities, and other risk-based assessments; pipes and manholes will be slated for rehabilitation, replacement, or regular maintenance.

In addition, the Program Manager will help the District group construction and maintenance projects into phases and schedule bidding and construction of all projects within each phase. The Program Manager will also provide other various project tasks such as engagement with project stakeholders, drafting of construction and bid documents, and quality control/quality assurance review.

4d. Training: Provide training on a regular basis for staff in sanitary sewer system operations and maintenance and require contractors to be appropriately trained.

Prior to the end of their orientation period Collection personnel are required to obtain a California Water Environmental Association (CWEA) Collection System Technician Grade 1 certification and to complete training contained in the collection department orientation manual, which is a check list of the minimum knowledge of collection department equipment and safety procedures.

Currently the District Board of Directors supports the education and promotion of collection personnel to advanced job positions and higher pay scales for the acquisition of higher-grade certifications up to a grade 3 in their field.

The District budgets each year for continued education and training for employees. Collection personnel attend selected CWEA training conferences and specialty workshops as part of the continued educational training process.

The Districts Injury and Illness Program includes regular safety training for District personnel throughout the year.

The bid documents for contracted work on the District's Collection system include a contractor safety program that requires safety training for contractors.

A copy of the Contractor Safety program, Collection Department Orientation Manual, and a summary of the most recent calendar year of safety training topics are available for review upon request.

4e. Contingency Equipment and Replacement Inventories: Provide Equipment and replacement part inventories, including identification of critical parts.

The collection department keeps an inventory of parts needed to repair the most common components in the collections system which are subject to a failure that would interrupt service.

All the District's lift stations have a bypass overflow and can be shut down for extended periods of time for required repairs.

The most important piece of equipment for the collection system is the Vector combination truck. We have two similar combination units that are rotated for usage and act as backups to each other if either unit were to be down for servicing or repairs.

We utilize two local suppliers that carry well stocked inventories of sewer system parts and components.

Document Locations

- A copy of the “Collection System Master Plan 2013” can be located for reference in the Master Plan Section of the SSMP and on the District website.
- A copy of the “Collection System Master Plan Review 2018” can be located for reference in the Master Plan Section of the SSMP and on the District website.

A copy of the most recent District budget including a time schedule and a plan for developing funds for long term and short-term capital improvement projects can be located for reference in the Annual Budget Section of the SSMP and on the District website.

4.0 Operation & Maintenance Program SSMP Element Updates Log

- 1. 6/4/14- Section 4c: Collection System Master Plan date changed from 2003 to 2013. By Heberto Moreno**
- 2. 6/16/14- Section 4c: Added Pipeline Replacement Evaluation information and updated Capital Improvements projects based on our 2013 Master Plan. By Heberto Moreno**
- 3. 6/18/14- Section 4e: Updated and added information regarding the Vector Units. By Heberto Moreno**
- 4. 4/12/17- Updated section 4b, workweek schedule. By Heberto Moreno**
- 5. 3/12/19- Updated section 4c, with CSMP Review 2018 and updated Areas Of Concern (AOC). By Heberto Moreno**

VALLEY SANITARY DISTRICT

SEWER SYSTEM MANAGEMENT PLAN

Section 5 DESIGN & PERFORMANCE PROVISIONS

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

5. Design and Performance Provisions

5a. Standards for Installation, Rehabilitation and Repair: The SSMP must identify design and construction standards and specifications for the installation of new sanitary sewer system, pump stations and other appurtenances; and the rehabilitation and repair of existing sanitary sewer system.

Valley Sanitary District Development Design Manual 2016-1, design and construction of sewer facilities (VSD Standard Specifications) was adopted by the Board of Directors to establish uniform construction standards for sanitary sewers and appurtenances.

Sewer Construction and Use Ordinance 2010-118, Article 3, Sewer Construction, contains standards for sewer construction requirements, public and private sewer construction and out of District sewers.

The District supplements these standards with:

- “Greenbook” Standard Specifications for Public Works Construction.
- California Plumbing Code, CCR Title 24, Part 5.
- City of Indio Public Works Street Standards and the City of Indio/Indio Water Authority (IWA) Design Standards and Specifications
- City of Coachella Public Works Street Standards and the City of Coachella Water Design Standards and Specifications
- Recommendations by California Registered Civil Engineers
- Accepted industry standards when applicable.

5b. Standards for Inspection and Testing of New, Rehabilitated, and Repaired Facilities: The SSMP must identify the procedures and standards for inspecting and testing the installation of new sewers, pumps and other appurtenances and for rehabilitation and repair projects.

Standards for inspection and testing are outlined in the Valley Sanitary District Development Design Manual 2016-1, Standard Specifications. Any testing procedures

that are not covered under the VSD Standard specification shall be tested in accordance with the most recent edition of “Standard Specifications for Public Works Construction”.

Document locations

- A copy of the Valley Sanitary District Development Design Manual 2016-1 and Standard Specifications can be found in the Development Design Manual section of the SSMP and on the District's website.
- A copy of minutes of the Regular Board Meeting where action was taken to adopt the Valley Sanitary District Development Design Manual is included in this section.

VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
June 28, 2016

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Tuesday, June 28, 2016.

CALL TO ORDER, ROLL CALL

1. PRESIDENT YORK called the meeting to order at 1:01 p.m. Those in attendance were as follows:

DIRECTORS PRESENT: Douglas A. York, Mike Duran, Merritt Wiseman, William Teague, and Eric Davenport

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Ron Buchwald,
Nicholas Castaneda and Andy Boyd

GUESTS: Dr. Bruce Underwood, Healthy Futures

CONSENT ITEMS

- a. Consideration of the June 14, 2016 Regular Board Meeting Minutes
- b. Approval of Summary of Cash & Investments for May 2016
- c. Approval of Expenditures for June 9, 2016 to June 22, 2016

Check numbers 33989 to 34032 totaling \$118,937.66 and a transfer of \$515,228.66 were issued, as well as \$84,817.34 in payroll transfers.

ACTION TAKEN:

MOTION:

DIRECTOR TEAGUE made a motion to approve the minutes for the Regular Board Meeting held June 14, 2016, to approve the Summary of Cash & Investments for May 2016 and to pay the disbursement items as presented. DIRECTOR DURAN seconded the motion. Motion carried by the following vote: 5 yes

MINUTE ORDER NO. 2016-2560

PUBLIC COMMENTS

Dr. Bruce Underwood of Healthy Futures presented an overview of the District's Wellness Program. He gave an update of the program's attendance from what was stated to the Board at the last board meeting.

EMPLOYEE RECOGNITION

2. Presentation of Employee Anniversary Pin
 - Andy Boyd – 7 years
 - Nicholas Castaneda – 2 years

The Board presented Andy and Nicholas with their anniversary pins and thanked them for their contribution and years of service to the District.

NON-HEARING ITEMS

3. Adopt the 2016 Valley Sanitary District's Development Design Manual

Staff has been working with a consultant to develop an update to the District's Development Standards and Specifications that stipulates how developers design and construct sewer systems for the District.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to adopt the 2016 Valley Sanitary District's Development Design Manual. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York
NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2561

4. Solar PV Project – Electrical Engineering & Inspection Services

The Solar PV project is owned and operated by Solar City. However, since the solar project will be connected to the Imperial Irrigation District's transformer and grid, electrical plan review and inspection will be required. MWH is currently performing construction management services for the District on the Requa Interceptor Project. MWH has personnel who can perform the required electrical engineering and inspection services. MWH provided a proposal to perform this work for a not to exceed cost of \$16,840.

ACTION TAKEN:

MOTION: DIRECTOR WISEMAN made a motion to authorize the General Manager to enter into a professional services agreement with MWH Global, Inc., (MWH) for a not to exceed fee of \$16,840 for electrical engineering and

inspection services. DIRECTOR DAVENPORT seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York
NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2562

5. Requa Interceptor Project Report Number 1

The Requa Interceptor project is just getting started. Potholing for utility conflicts has begun. Survey staking has been completed. The baseline construction schedule has been submitted and accepted. Actual excavation work is set to begin during the week of July 18, 2016, pending pipe material arrival, City traffic control approval, and other coordination work. Staff continues to meet with project stakeholders. A preconstruction meeting was held on June 15, 2016 to discuss the project with utility companies, City of Indio staff, and other project stakeholders. Staff plans to attend two upcoming Town Hall meetings on June 30, 2016 at the Boys and Girls Club and July 21, 2016 at the Senior Center, both at 6 PM. Staff did a presentation for the City Council and was well received. VSD staff has negotiated a change order to account for the delay in releasing the Notice to Proceed, as well as adding a four day delay to account for the new concert series the first two weekends in October. DCI, Inc. submitted a progress payment request for work completed to date.

ACTION TAKEN:

MOTION: DIRECTOR DURAN made a motion to approve Change Order No. 1 and approve a progress payment to DCI, Inc. for \$422,594.51 and \$46,954.95 to be placed in a retention account. DIRECTOR TEAGUE seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York
NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2563

6. Front Wall & Entrance Improvement Project Report Number 5

The Front Wall and Entrance Improvement Project is complete as of this progress payment, excluding a portion of the work listed in Change Order No.5 (extending the wrought iron fence northerly to the north property line). The Contractor has made all the corrections to deficient work found during the final job walk inspection. The remaining 135 lineal feet of wrought iron fence will be installed after the completion of the Solar Project and the portion of the Requa alignment on the north end of District's property. This work is estimated to be installed in September 2016. Change Order No. 6 to add a timer on the southerly gate is recommended for approval.

ACTION TAKEN:

MOTION: DIRECTOR DAVENPORT made a motion to approve Change Order No. 6 and approve a progress payment to RDP/SCI, Inc. for \$84,097.61 and \$4,426.19 to be placed in a retention payable account. DIRECTOR DURAN seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York
NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2564

7. California Special Districts Association (CSDA) 2016 Board Elections

It was the consensus of the Board to elect Bill Nelson for the CSDA Board of Directors Southern Network; Seat B.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to elect Bill Nelson for the CSDA Board of Directors Southern Network; Seat B. DIRECTOR WISEMAN seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York
NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2565

8. Local Agency Formation Commission (LAFCO) 2016 Elections

It was the consensus of the Board to elect Nancy Wright as Regular Special District Member and Robert Stockton as Alternate Special District Member for the Local Agency Formation Commission.

ACTION TAKEN:

MOTION: DIRECTOR TEAGUE made a motion to elect Nancy Wright as Regular Special District Member and Robert Stockton as Alternate Special District Member of the Local Agency Formation Commission. DIRECTOR DAVENPORT seconded the motion. Motion carried by the following roll call vote:

AYES: Director(s) Davenport, Duran, Teague, Wiseman, York

NOES: None
ABSENT: None
ABSTAIN: None

MINUTE ORDER NO. 2016-2566

9. General Manager's Report

The generator from recently demolished TFP Building has been sold as surplus. The old house has been painted to match the rest of the buildings on site. Interviews for the Maintenance Supervisor position are underway. The new Associate Engineers will start on July 11, 2016. Two of the ponds at the Wetlands have been drained. Nests are clear.

DIRECTORS' ITEMS

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

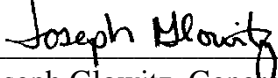
INFORMATIONAL ITEMS

The Board received and acknowledged the copy of the Combined Monthly Account Summary for expenses incurred by the District in May 2016.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:45 p.m., and the next Regular Board Meeting will be held July 12, 2016.

Respectfully submitted,



Joseph Glowitz, General Manager
Valley Sanitary District

**5.0 Design & Performance
SSMP ELEMENT UPDATE LOG**

- 1. 6/14/12- Changed reference to new Sewer use Ordinance 2010-118.
By Steve Shepard**
- 2. 4/12/17- Add reference to Development Design Manual. By Heberto Moreno**
- 3. 4/16/19- Add copy of the Regular Board Meeting minutes referencing the adoption of the VSD Development Design Manual. By Heberto Moreno**

VALLEY SANITARY DISTRICT

SEWER SYSTEM MANAGEMENT PLAN

Section 6

SANITARY SEWER OVERFLOW EMERGENCY RESPONSE PLAN

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer Overflow (SSO) General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

6. Overflow Emergency Response Plan: Each Enrollee shall develop and implement an overflow emergency response plan that identifies measures to protect public health and the environment. At a minimum, this plan must include the following:

- a. Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSOs in a timely manner.
- b. A program to ensure an appropriate response to all overflows;
- c. Procedure to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g., health agencies, Regional Water Boards, water suppliers, etc.) of all SSOs that potentially affect public health or reach water of the State in accordance with the MRP. All SSOs shall be reported in accordance with the MRP, the California Water Code, other State Law and other applicable Regional Water Board WDRs or NPDES permit requirements. The SSMP should identify the officials who receive immediate notification;
- d. Procedures to ensure that appropriate staff and contractor personnel are aware of and follow the Emergency Response Plan and are appropriately trained;
- e. Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- f. A program to ensure that all reasonable steps are taken to contain and prevent the discharge of untreated and partially treated wastewater to waters of the United States and to minimize or correct any adverse impact on the environment resulting from the SSOs, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

The District's Overflow Response plan was developed to be an up to date, step by step guide on how to respond to, report and prevent an SSO from negatively impacting public health, the environment and personal property. The Overflow Emergency Response plan addresses all of the elements outlined above. A copy of the Overflow Emergency Response plan is included in this section.

**VALLEY SANITARY DISTRICT
MANUAL OF POLICIES AND PROCEDURES**

SUBJECT: SANITARY SEWER OVERFLOW
EMERGENCY RESPONSE PLAN

Administrative Policy:
Policy No. 96-B007
Date Issued 08/13/96
Revised 04/13/2017

PURPOSE

The District operates & maintains a collection system, which consists of pumping stations, gravity sewer mains and force mains. These facilities are well maintained and normally should not result in any sanitary sewer overflow/spills. However, the possibility exists that unforeseen accidents, unusual equipment failure or other events not controllable by the District could result in a sanitary sewer overflow/spill. This procedure provides a plan that when enacted in response to an overflow/spill would reduce or eliminate public health hazards, prevent unnecessary property damage and minimize the inconvenience of service interruptions. In order for response personnel to accurately assess the level of response, the potential for outside cost associated with cleanup, potential liability claims for property damage and to accurately report sanitary sewer overflows/spills to regulatory agencies the following methods of containment shall apply.

NOTIFICATION

Calls coming into the office reporting sewer overflows or backups are handled in two different ways depending on if the call is during regular business hours or if it is after hours, night, weekends or a holiday. From the time a call comes in, to the time a technician arrives on scene is expected to be less than one hour. A Sanitary Sewer Overflow (SSO) Reporting chain of communication is included in this plan as Appendix A

1. Procedures for calls that are received during working hours:
 - A. The phone operator obtains all relevant information available regarding the backup or overflow including:
 - Time and date call received;
 - Specific location;
 - Description of problem;
 - Caller's name and phone number;
 - Is the overflow heading to storm drain or wash;
 - Other relevant information;
 - B. The phone operator notifies the collection supervisor and the supervisor dispatches collection maintenance personnel.

2. Procedures for calls that are received during non- office hours:
 - A. Calls that come into the regular office phone number are automatically forwarded to the answering service.
 - B. The answering service phone operator obtains all relevant information regarding the backup or overflow.
 - C. The answering service operator pages a numeric pager that is carried by the designated on call collection technician.
 - D. The on call collection technician calls into the answering service to obtain information regarding the backup or overflow.
3. Procedures for a call that are called into the City of Indio, City of Coachella, 911 or overflow that are discovered by public safety officers.
 - A. The Indio Police dispatcher obtains all relevant information and then calls our office number to relay the information.
4. In the event that there may be a break down in any of the communication systems both the District answering service and Indio Police dispatch have a phone number list with District personnel home phone and cell phone numbers and are directed to go down the list until a District personnel has acknowledged the call.

RESPONSE

Procedures when arriving on the scene of a backup or overflow:

- Evaluate spill and make corrections as needed to contain and remedy cause of spill.
- Record all events and volume of spill via photos and written report on Sewer overflow report (Appendix B).
- Contact Collection Supervisor if any spills or if property damage occurs.

CONTAINMENT

- Dikes (construct small dikes of dirt and or sandbags to contain spill).
- Divert (construct small dikes to change direction of sewer flow or direct to a containment area)
- Retain (let spill collect in natural low areas and remove as soon as possible).
- Plug off street storm drains or cover curb catch basins with plastic and sand bags to prevent spill from entering.
- Contain the sewer overflow to the maximum extent possible to prevent the discharge of sewage into surface waters.

CONTROL

- Jet sewer to clear sewer main, determine cause of blockage.
- Transfer sewage by utilizing jet vactor truck or by-pass pumps to divert flow to treatment plant or downstream manhole.
- Repair problem if overflow is caused by a damaged sewer main.

ENTRY INTO AREA

- Use barricades, cones or flagmen to control traffic or pedestrians.
- Isolate spill area.

CLEANUP AND RECOVERY

- Use jet vacuum truck or trash pump to recover spilled materials for transfer to treatment plant or return to sewer.
- Use sand or other absorbent product to absorb spilled material and remove with shovels or front-end loader.
- Double check area of spill to assure final cleanup and disinfection is completed.
- If an overflow enters a storm drain pipe, locate the furthest downstream storm drain manhole and divert the flow in the storm drain to the sewer system using by-pass pump or Vacuum truck until the storm drain is free of sewage.
- If sewage enters a storm channel, make every effort to recover and clean up the spill area and post the area with the contaminated water warning signs.

SANITARY SEWER OVERFLOW CATEGORIES

Category 1 – Discharges of untreated or partially treated wastewater of any volume resulting from an enrollee's sewer system failure or flow condition that:

- a. Reaches a surface water and/or reaches a drainage channel tributary to a surface water; or
- b. Reaches a separate municipal storm drain system and is not fully captured and returned to the sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the separate municipal storm drain system is considered to have reached surface water unless the storm drain system discharges to a dedicated groundwater infiltration basin (e.g., infiltration pit, percolation pond).

Category 2 – Discharges of untreated or partially treated wastewater of 1,000 gallons or greater resulting from an enrollee's sewer system failure or flow condition that does not reach surface water, a drainage channel, or the separate municipal storm drain system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

Category 3 – All other discharges of untreated or partially treated wastewater resulting from an enrollee's sewer system failure or flow condition.

Private Lateral Sewage Discharges (PLSD)

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee sewer system or from private sewer system assets may be voluntarily reported to the CIWQs Online SSO Database.

The enrollee is also encouraged to provide notification to Cal OES when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health & Safety Code section 5410 et. seq. and Water Code section 13271 or, notify the responsible party that notification and reporting should be completed as specified above and required by state law.

Safety

Whenever a District personnel responds to a report of an overflow/spill, they may encounter an emergency situation that requires immediate action. Depending on the nature or cause of the overflow/spill, personnel may be performing mechanical or electrical repairs at a pumping station, removing a mainline stoppage with the Vactor, or repairing a damaged section of pipeline. At this point, it is essential that all applicable safety procedures are followed so that the response does not cause the situation to escalate. The most critical aspect of resolving an incident of this nature is to safely and competently perform the actions necessary to return the damaged equipment or facility to operation as soon as possible.

Typical responses may require personnel to implement the following types of safety procedures.

- Lockout/Tagout of equipment for repairs
- Confined Space Entry procedures
- Traffic control procedures
- Trench safety and shoring procedures
- Equipment and/or vehicle operation
- Use of personnel protective equipment

Another important aspect of responding to an overflow/spill is the ability to maintain adequate communication via two-way radio and/or cellular telephone. Responders may need to call for additional resources as the situation may warrant as well as to notify other personnel and supervisors of the situation.

PROCEDURES

This section provides the step-by-step procedures explaining the actions to be taken in response to an overflow/spill. This section is divided into three sections depending on the cause of the overflow/spill: Private lateral, mainline stoppage, force main leak or pump station failure.

PRIVATE LATERAL STOPPAGE/ DISCHARGE

1. Contact property owner or person reporting overflow/spill and obtain information on location to determine if the spill is within the District's service area as well as further information needed for monitoring and reporting requirements. Inform the owner or tenant to restrain from any further water usage until service has been restored back to normal.
2. Upon arrival at the scene a determination must be made as to the source of the blockage that's causing the overflow/spill. Is the blockage in the public sewer main or is it in the private lateral or private sewer main? If in the public sewer main proceed to Section labeled "Mainline Stoppage". If the overflow/spill has spilled onto the general public right-of-way, containment and corrective actions will be needed to insure the health and safety of the public, to include notifying City of Indio Environmental Programs Coordinator.
3. Secure and contain the spill area to prevent sewage spill flow from entering surface waters, storm drains, storm channels, or storm drain catch basin, if possible.
4. Take photographs of the affected area and/or property damage for District records.
5. **If the overflow/spill originating from a private single family residential lateral:** contain the spill, wash, sanitize and recover the affected area. The owner of the property must be notified and informed that they are responsible for corrective action and any damages, i.e. clearing the blockage. If the spill reaches the public-right-of-way we will clean up, recover, and disinfect the spill area along with notifying City of Indio Environmental Programs Coordinator.
6. **If the overflow/spill originating from a private commercial/ industrial/ multifamily lateral:** contain the spill. The owner of the property must be notified and informed that they are responsible for corrective action and any damages, i.e. clearing the blockage and cleanup. If sewage spill reaches public right-of-way and proper action has not been taken by the property owner within an appropriate and responsible time frame VSD will proceed with containment of the spill and immediate notification to City of Indio Environmental Programs Coordinator.
7. Handbook, located in the responding Vactor truck and District's Estimate the volume of the spill utilizing the SSO Emergency Response and Reporting office.

MAINLINE STOPPAGE

1. Contact property owner or person reporting overflow/spill and obtain information on location to determine if the spill is within the District's service area and for completion of reporting requirements.
2. Upon arrival at the scene a determination must be made as to the source of the overflow/spill. Is it coming from a mainline or is it from an individual building

lateral or private sewer? If the overflow/spill has spilled onto a general public right-of-way, containment and corrective actions will be needed to insure the health and safety of the public.

3. Estimate the volume of the spill utilizing the SSO Emergency Response and Reporting Handbook that is located in the Vactor truck and Collection's office.
4. If an overflow/spill has originated from the mainline sewer manhole, secure the spill area. Prevent sewage flow from entering Surface Water or Storm Drain catch basin, if possible.
5. In the event of a spill over 50,000 gallons; to a surface water, water quality monitoring will be required using the procedures outlined in the SSO Water Quality Monitoring Program.
6. Inspect flow conditions downstream from the overflow structure to determine location of blockage. Always set up the Vactor at the next manhole downstream from the surcharged structure.
7. Once the blockage has been relieved or problem corrected and the overflow has ceased, every attempt should be made to contain the sewage that has spilled.
8. If there is flooding or property damage notify the Collection System Supervisor immediately. Have the home owner fill out the personal property damage list form (Appendix C). The Collection System Supervisor shall notify the General Manger.
9. Take photographs of the affected area and/or property damage for District records.
10. To minimize health hazards and damage, provide proper cleanup by removing debris and sanitizing affected areas with bleach.
11. Do not discuss District liability; but provide factual information. Be polite and sympathetic to property owners concerns. Inform Collection System Supervisor and the General Manager immediately.

FORCE MAIN LEAK

In the event that a spill has occurred due to a leak from a force main the following actions shall be taken:

1. Turn the pumps to the off position.
2. Inspect the bypass system downstream to make sure that the sewer system can accommodate the extra flow.
3. Contain and recover the entire sewage spill as best as possible and report as required.

4. Depending on the nature of the damage to the pipeline, location of leak, volume of flow being conveyed and depth of the pipeline, emergency repairs maybe conducted by District personnel or by a contractor.

PUMP STATION FAILURE

Each pump station is with fitted an alarm system that provides information to the District in the event of a system failure. Each of the pump stations are equipped with an overflow system that, in the event of a pump station failure, the wastewater will build up in the wet well until it reaches a level where it should flow through a bypass line to the gravity system without overflowing out of the upstream system. District staff shall respond when an alarm message is received regarding a pump station failure and utilize the following procedure:

1. Upon receiving a pump station alarm, the collection system person on call shall respond to the pump station from which the alarm has originated.
2. Based upon the nature of the problem the collection system personnel shall determine the appropriate course of action and decide on the staff response that will be needed. The Collection System Supervisor shall be notified.
3. A determination shall be made as to the likelihood that the shutdown or equipment failure will result in the release of sewage. Immediately notify the Collection System Supervisor and mobilize the necessary personnel and/or equipment to correct the problem.
4. Take the necessary steps to return the pump station to proper operation.
5. If an overflow/spill has occurred, contain the area and notify the Collection System Supervisor. Refer to mainline stoppage procedures for containment & cleanup.

REPORTING TO THE BOARD OF DIRECTORS & MEDIA RELATIONS

The General Manager shall be responsible to notify the Board of Directors regarding all major spills so that the Board of Directors will be prepared in the event of media request information.

Collection personnel shall not respond directly to the media other than to refer all questions and request from the media to the General Manager.

The General Manager and the Collection System Supervisor are responsible to ensure all Collection and Operation personnel are trained in and follow these procedures.

All Collection personnel are responsible for following these procedures and completing reports with all pertinent information.

REPORTING OUTSIDE THE DISTRICT ORGANIZATION

Reporting is the process that ensures that the appropriate people and public agencies are informed of the occurrence of and the details related to the unauthorized release of treated or untreated sewage.

SSO REPORTING AND NOTIFICATION TIMEFRAMES

For any SSO greater than or equal to 1,000 gallons that results or may result in a discharge to a surface water of the state, either directly or by way of a drainage channel or separate municipal storm drain system, the enrollee shall, as soon as possible, but not later than two (2) hours after (A) that enrollee has knowledge of the discharge by discovery or receiving information from a public informant or other source(s), (B) notification is possible, and (C) notification can be provided without substantially impeding cleanup or other emergency measures, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.

Category 1 & Category 2 SSOs –All SSOs that meet the above criteria for Category 1 or Category 2 SSOs shall be reported as soon as: (1) the enrollee has knowledge of the discharge, (2) reporting is possible, and (3) reporting can be provided without substantially impeding cleanup or other emergency measures.

- a. Draft reports for Category 1 and Category 2 SSOs shall be submitted to the CIWQS Online SSO Database as soon as possible but no later than 3 business days after the enrollee is made aware of the SSO by citizen complaint or discovery.
- b. A final certified Category 1 or Category 2 report shall be completed through the CIWQS Online SSO Database within 15 calendar days of the end date of the SSO.

Category 3 SSOs – All SSOs that meet the criteria for Category 3 SSOs shall be reported to the CIWQS Online SSO Database and certified within 30 days after the end of the calendar month in which the SSO occurs (e.g., all SSOs occurring in the month of February shall be entered into the database by March 30th).

Private Lateral Sewage Discharges (PLSD)

Discharges of untreated or partially treated wastewater resulting from blockages or other problems within a privately owned sewer lateral connected to the enrollee sewer system or from private sewer system assets may be voluntarily reported to the CIWQS Online SSO Database.

The enrollee is also encouraged to provide notification to Cal OES when a PLSD greater than or equal to 1,000 gallons has or may result in a discharge to surface water. For any PLSD greater than or equal to 1,000 gallons regardless of the spill destination, the enrollee is also encouraged to file a spill report as required by Health & Safety Code section 5410 et. seq. and Water Code section 13271 or, notify the

responsible party that notification and reporting should be completed as specified above and required by state law.

California Office of Emergency Services (Cal OES)

California Office of Emergency Services is responsible for maintaining and implementing the State of California's Emergency Plan. The Cal OES must be notified immediately if the sewage enters or will enter the Whitewater Storm Channel. The Cal OES operator will give you a report number and they will notify other state agencies of the spill. Their notification list includes California Department of Fish and Game, California Highway Patrol, California Department of Health Services, Caltrans, US Environmental Protection Agency, and US Fish and Wildlife Service.

Telephone (800) 852-7550 or (916) 845-8100

Regional Water Quality Control Board (RWQCB)

The RWQCB is part of the State Water Resources Control Board (SWRCB) and it is charged with the protection of all state water resources and with protecting the beneficial uses of those resources. This includes surface water, ground water, salt and fresh waters. The SWRCB has the legal authority to abate, through a cease and desist order, any situation that impacts or threatens to impact the waters of the state. This includes regulating all discharges to state waters, pursuing cleanup of spills, and assuring proper disposal of pollutants. The agency has broad powers to enforce standards and prohibitions to protect the waters of the state. Damage assessment reports or remedial action plans maybe required of the discharger. They have extensive expertise in the area of the impact of spills on the environment and they have the ability to conduct monitoring when required.

Telephone (760) 346-7491 FAX (760) 341-6820

E-Mail: spillreportrx@waterboards.ca.gov

Riverside County Environmental Health Department

The Riverside County Environmental Health Department must be contacted when the spill poses a threat to public health and safety. They may order the discharger to abate the contamination. They may also require posting of the area to warn the public of the potential hazard.

Telephone (760) 863-7570 FAX (760) 863-7013

City of Indio Environmental Programs Coordinator

Contact the City of Indio in the event of a spill reaching the public right-of- way, street, curb n gutter, or any storm drain related facility.

Telephone (760) 625-1815

Email stoyoda@indio.org

COLLECTION SYSTEM PUMP STATION LOCATIONS

Site Name - Carver Lift Station
Location – Avenue 48 and Bataan
Emergency by-pass - Yes

Site Name – Vandenberg Lift Station
Location – Vandenberg and Pic WY.
Emergency by-pass - Yes

Site Name - Barrymore Lift Station
Location - Barrymore and Garbo
Emergency by-pass - Yes

Site Name – Calhoun Lift Station
Location – Calhoun St. and Avenue 49
Emergency by-pass - Yes

SPECIALTY CONTRACTORS LIST

In the event that a repair is required that District personnel would not be able to carry out, the following contractors may be available to do the work. These contractors have successfully completed emergency repairs for the District in the past.

Contractors Company	Phone	Cell	Contact Person
Borden Excavating	(909) 795-5410	(951) 543-5856	Shaun Borden
V&M Construction Co.	(760) 347-3933	(760) 272-4069	Matt Wright
Downing Construction	(909) 797-7444	(951) 543-5855	Randy Downing
James A. Shirley Inc.	(760) 228-0447	(760) 401-2619	Jim Shirley
Van Dyke Corp.	(760) 367-9151	(760) 275-7217	Matt Green

VEHICLES AND EQUIPMENT LIST

Vehicle No.	Equipment Description	Location of Equipment	Fuel Type	Use	Comments
05	1/2 ton PU Truck	Yard	Gas	Sewer/Maints.	Avail. 24 hours
04A	Jet Vactor Truck	Yard	Diesel	Sewer/Maints.	Avail. 24 hours
04B	Jet Vactor Truck	Yard	Diesel	Sewer/Maints.	Avail. 24 hours
38	1 ton Crane Truck with arrow board	Yard	Gas	Const./Maints.	Avail. 24 hours
06	¾ ton PU Truck with arrow board	Yard	Diesel	Const./Maints.	Avail. 24 hours
21	TV Inspection Van	Yard	Gas	TV Inspection	Avail. 24 hours
	Lateral Camera	Yard		Lateral TV Inspection	Avail. 24 hours
	6 inch Trash Pump	Yard	Diesel	Pump/Bypass	Avail. 24 hours
	Jet Trailer with 1/2" Hose & 600' hose	Yard	Diesel	Sewer Maints	Avail. 24 hours
	8-12 inch Air Plug	Shop			
	12 -18 inch Air Plug	Shop			
	18-24 inch Air Plug	Shop			
	8-12 inch Air Bypass Plug	Shop			
	12-18 inch Air Bypass Plug	Shop			
	18-24 inch Air Bypass Plug	Shop			

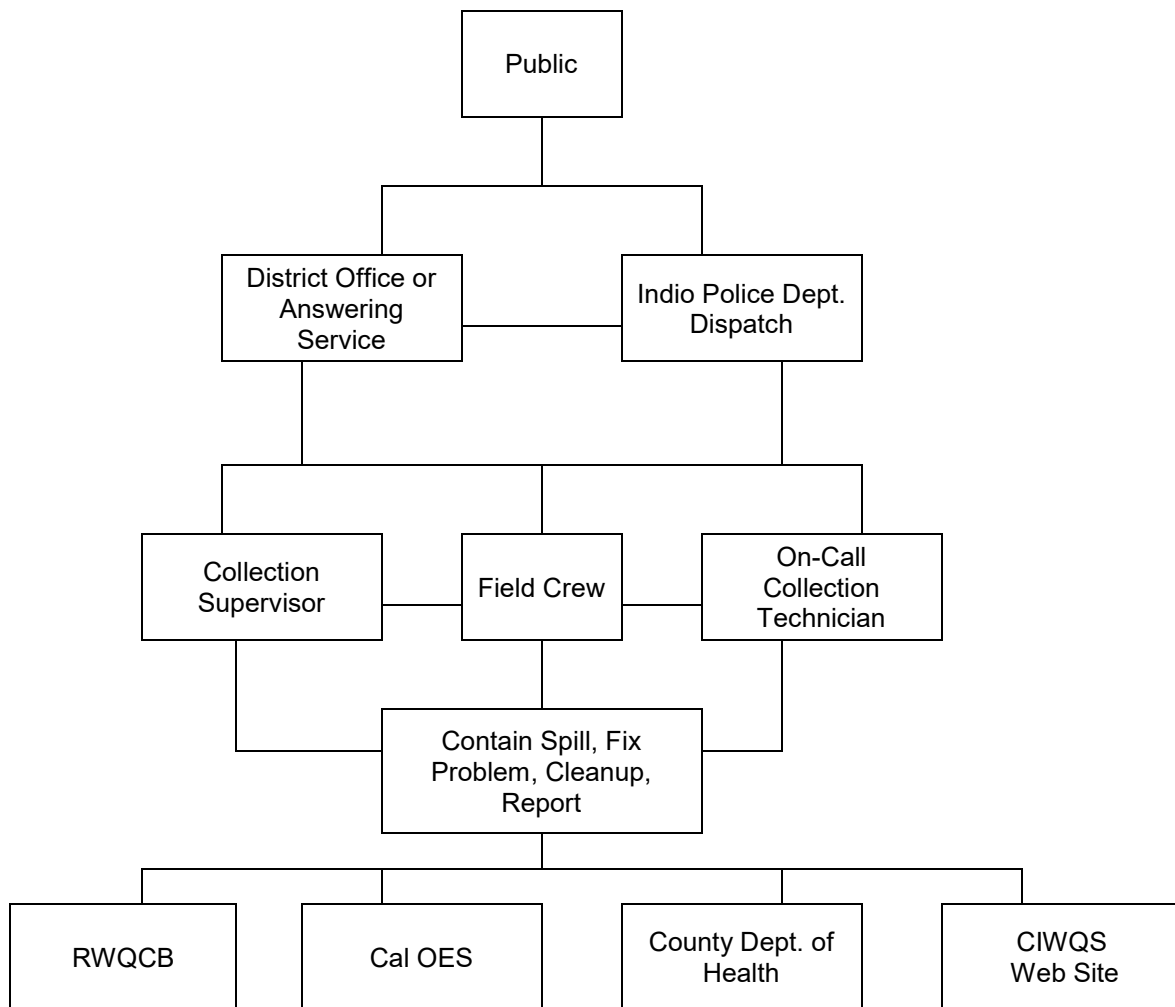
OVERFLOW RESPONSE TRAINING

District collection system personnel have regular training on responding and reporting sewer overflows and conducts mock drills on responding to overflow situations.

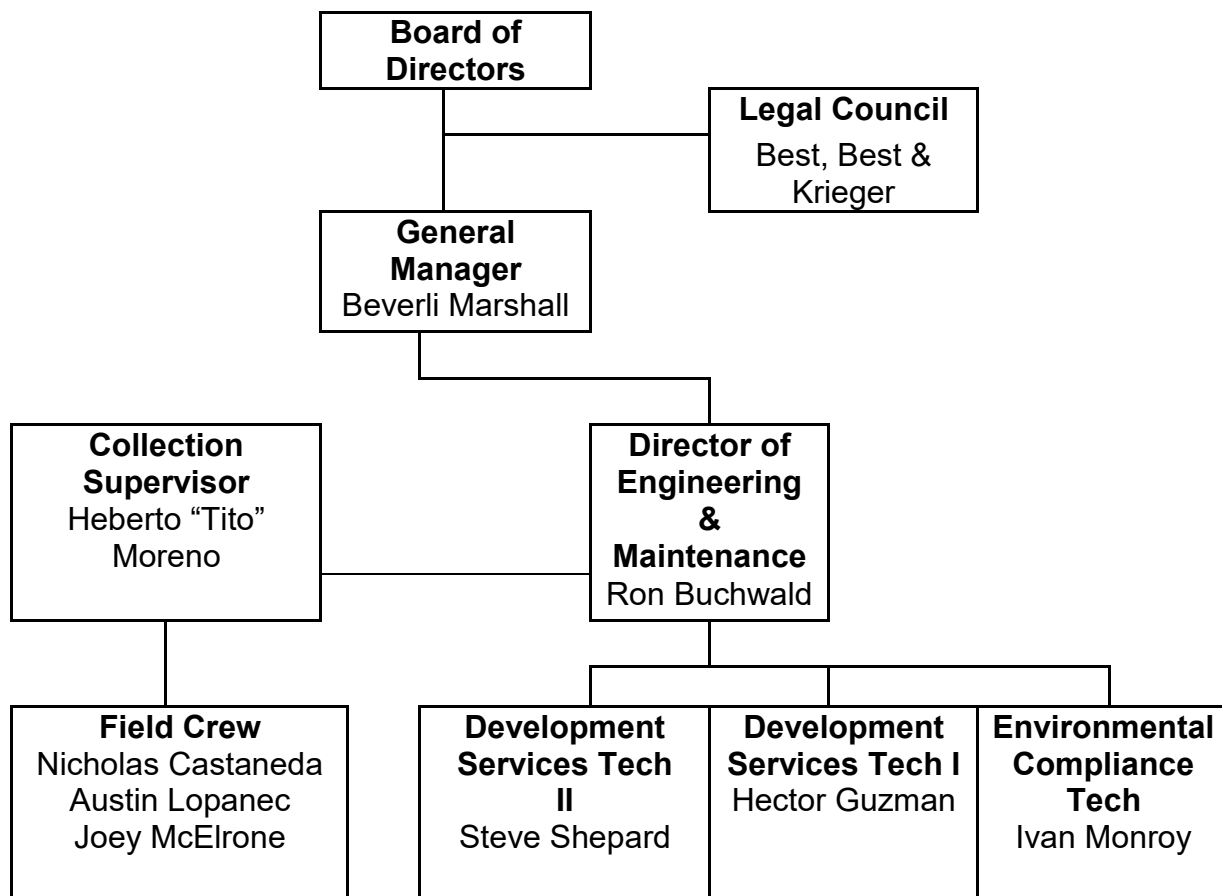
Contractors that work for the District are given a copy of and are trained on the Overflow Response Plan in a preconstruction meeting before starting any projects.

Appendix A

SSO Reporting Chain of Communications



**Valley Sanitary District
Collection System Organization Chart
Contact Number for all personnel
(760) 238-5400**



Board of Directors: Establish policy.

General Manager: Enforce policy, plan strategy, lead staff, allocate resources, authorize outside contractors to perform service, and serve as public information officer.

District Engineer: Legally Responsible Officer for certifying Sewer System Management Plan (SSMP) elements, SSO reports and lead the development and implementation of the SSMP. Prepare bid documents for and manage rehabilitation Capital Improvement Projects. Planning, organizing, administering, and directing the installation and upgrading of the District's wastewater collection system infrastructure. Responsible for ensuring the District's compliance with local, State and Federal regulations pertaining to wastewater collection.

Collection Supervisor: Manage field operations and maintenance activities, provide relevant information to agency management, leads emergency response, and Legally Responsible Officer for certifying SSOs reports. Train field crews.

Field Crew: Under direction of the Collection Supervisor, conduct preventive and corrective maintenance activities, mobilize and respond to notification of stoppages and SSOs.

Development Services Tech II: Under direction of the District Engineer assist with plan and field reviews for compliance with District ordinances and regulations; perform FOG inspections; perform field construction inspections Legally Responsible Officer for certifying SSOs reports.

Development Services Tech I: Under direction of the District Engineer assist with plan and field reviews for compliance with District ordinances and regulations; perform FOG inspections; perform field construction inspections.

Environmental Compliance Tech: Under general supervision inspects pretreatment processes to ensure users are in compliance with the District's Environmental Compliance Pretreatment programs; inspects customer facilities to ensure compliance with District ordinances and regulations regarding the use of grease interceptors, sand/oil interceptors and clarifiers; develops, implements and maintains pretreatment program documentation and databases; and performs related duties as assigned.

**Appendix B
Valley Sanitary District
Collection System Department**

SEWER OVERFLOW REPORT

INSTRUCTIONS:

Category 1 Sanitary Sewer Overflow (SSO) – Please complete Part 1 and Part 3 for all discharges of sewage upstream of a wastewater treatment plant headwork's resulting from a failure in the sanitary sewer system that:

- A. Reaches a surface water and/or reaches a drainage channel tributary to a surface water; or
- B. Reaches the separate municipal storm drain system and is not fully captured and returned to the sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the separate municipal storm drain system is considered to have reached surface water unless the storm drain system discharges to a dedicated groundwater infiltration basin (e.g., infiltration pit, percolation pond).

Category 2 SSO – Please complete Part 1 and Part 3 for all discharges of sewage of 1,000 gallons or greater resulting from a sewer system failure that does not reach surface water, a drainage channel or the separate municipal storm drain system unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.

Category 3 SSO- Please complete Part 1 for all other discharges of sewage resulting from a failure in the sanitary sewer system.

Private Lateral SSO – Please complete Part 1 and Part 2 for sewage discharge that are caused by blockages or other problems within a privately owned lateral or sewer.

PART 1: All Sewer Overflows

Final SSO Identification No. (From SSO Online database) _____

Date Reported: _____ Call Received Time: _____

Caller's Name: _____ Caller's Phone _____

Caller's Address: _____

Applicable Region: Region 7 County: Riverside

Technician Name: _____ Technician arrival Date & time: _____

Estimated spill start date/time: _____ Estimated spill end date/time: _____

Estimated overflow volume (gallons): _____

Estimated overflow volume recovered (gallons): _____

Spill Location and affected area: (GPS, street address/intersection/distance and direction from Intersection, name of structure, e.g. pump station etc. if applicable): _____

Spill Appearance point: _____
(e.g., Cleanout, manhole, pump station etc.)

Spill cause: _____

Did the overflow reach drainage channel? _____ Did the spill reach a storm drain pipe? _____

Drinking water supply impacted? _____ Other impacts _____

Was the spill discharged to a storm drain pipe that was not fully captured and returned to the sanitary sewer system? _____

SSO Containment Date & time _____

Description of spill's final destination _____
(unpaved area, street gutter, other paved area etc.)

Spill response activities: _____
(restore flow, CCTV, vacuum, return spill to sewer etc.)

Spill response completion date: _____

PART 2: Private Lateral SSO's

Is the sewage discharge a private lateral sewage discharge? _____

Provide the contact information for the party responsible for the private lateral: _____

PART 3: Category 1 SSO's

Sanitary Sewer Overflow (SSO) Sequential Tracking No. (From OES): _____

Estimated amount of overflow to reach a drainage channel or waters of the U.S. or not recovered from Storm drain:

Did the overflow impact a beach? _____ Were health warnings posted? _____

Name of impacted surface water: _____

Is there an ongoing investigation? _____

Were samples taken? _____ List the parameters analyzed for: _____

Which Regulatory agencies received sample results? _____

Spill corrective action taken/preventative measures taken: _____

REPORTING REQUIREMENTS

Within 2 hours of becoming aware of any Category 1 SSO greater than or equal to **1,000 gallons**, notify California Office of Emergency Services (Cal OES)

Category 1 & 2 SSO – Must be reported to the Online SSO Database as soon as possible but no later than 3 business days after the District is made aware of the SSO. A final certified report must be completed through the Online SSO System, within 15 calendar days of the conclusion of SSO response and remediation.

Category 3 SSO – Must be reported to the Online SSO Database within 30 days after the end of the calendar month in which the SSO occurs.

Private Lateral Sewage Discharges – May be reported to the Online SSO Data based upon the District's discretion.

AGENCY	DATE	TIME	PHONE / FAX / OR VOICE
Regional Water Quality Control Board (760) 346-7491 FAX (760) 341-6820			
California Office Of Emergency Services (800) 852-7550			
County Health Officer (760) 863-7570 FAX (760)-863-7013			

Prepared by: _____ Date: _____

Title: _____

Reported by: _____ Date: _____

Title: _____

REPORT DECLARATION

The following statement of certification is to be signed by a duly authorized representative of Valley Sanitary District:

“I declare under the penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware and imprisonment for knowing violations.”

Approved by: _____ Date: _____

Title: _____

SKETCH OF AREA: (Include manholes, intersection, location of stoppage and spill, etc)

APPENDIX C

SEWER BACKUP INCIDENT REPORT

Date of incident _____ Time _____

Name _____ Address _____

Number of people living at residence _____ Approximate age of home _____

Number of Bathrooms _____ Number of rooms Affected _____

Approximate Time Sewerage has been sitting _____ hrs/days

Does the home have a Backwater Prevention Device? Yes() No()

If yes, was the device operational at the time of the overflow? Yes() No()

If no, would one have prevented the overflow into the house? Yes() No()

Have there ever been any previous spills at this location? Yes() No()

Has there been any plumbing work done recently? Yes() No()

Is there a functioning and non-contaminated bathroom available? Yes() No()

Please Diagram the Rooms Affected (shade the areas most heavily affected)

AFFECTED PERSONAL PROPERTY INVENTORY SHEET

List all items that came into contact with any water due to the sewer backup.

Address _____ Date _____

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

13. _____

14. _____

15. _____

Name _____ Signature _____

Valley Sanitary District Sanitary Sewer Overflow Water Quality Monitoring Program Standard Operating Procedures

Introduction

The Regional Water Quality Control Boards and State Water Boards are required to gather Sanitary Sewer Overflow (SSO) information and make it available to the public. A category one SSO is defined as any discharge of untreated or partially treated wastewater of any volume resulting from a sanitary sewer system failure or flow condition that reaches surface waters and/or drainage channels that contribute to surface waters or reach a storm sewer system that are not fully captured and returned to the sanitary sewer system. The SSO Water Quality Monitoring Program is to assess the impact from a category one SSO in which 50,000 gallons or greater are spilled to surface waters. The following are Valley Sanitary District's standard operating procedures to follow in such events.

Description of Collections

Valley Sanitary District (VSD) is located in a desert region. Stream flows in any storm channel or wash is very rare, except where the VSD's sewer treatment plant effluent outfall enters the Whitewater Channel. The other unique feature within the District is the fact that there are few storm drain pipes that could carry a SSO to any storm channel or wash. In most cases, streets are used to convey storm water to the storm channel. Except where VSD's effluent outfall enters the Whitewater channel, the channel or wash will be dry if a SSO makes it to the storm channel, which will prevent a SSO from entering surface water. None the less, VSD has developed standard operating procedures to deal with a large SSO that would reach surface waters.

There is one potential area where a large SSO could reach surface waters. This location is from the HWY 111 corridor and to the south which will travel through the Van Buren Street surcharge to street grade where it will migrate to the dirt channel adjacent to Dillon Street that eventually drains to Whitewater Storm channel. This route will have an extended detention time between initial spill point and the potential Whitewater surface water since it needs to reach a certain elevation before being able to flow into the storm channel. All initial efforts will be to contain the SSO so that a large flow will not enter the storm channel.

In the event that a category one SSO in which 50,000 gallons or greater should reach surface waters, the following actions will occur: Notification and reporting to Cal OES will be made; incident reports, technical reports, and a corrective action report will be prepared; and sample collections will be obtained to demonstrate the contamination limit of the SSO.

Notification and Reporting

In the event of a Category one SSO in which 50,000 gallons or greater are spilled to surface waters.

- Within 2 hours of becoming aware of SSO: Notify California Office of Emergency Services (Cal OES) and obtain notification control number.

Call Cal OES: (800) 852 – 7550

- Submit draft report within three (3) business days of becoming aware of SSO and certify within 15 calendar days of SSO end date.
 - Enter data into the California Integrated Water Quality System (CIWQS) Online SSO database, certified by enrollee's Legally Responsible Official.
<http://ciwqs.waterboards.ca.gov/>
- Conduct water quality sampling within 48 Hours after initial SSO notification
 - Upload results into CIWQS, this is required.

SSO Overflow Report

Refer to the SSO Overflow Report Form included in the Emergency Sewer Overflow Response Plan.

The completed form will be used in contacting Cal OES and providing them with the necessary information to obtain a control number for the SSO.

SSO Technical Report

A Technical Report must be submitted in the CIWQS online SSO Database within 45 calendar days of the SSO end date.

The report shall include the following:

- Causes and Circumstances of the SSO
 - Complete and detailed explanation of how and when the SSO was discovered.
 - Diagram showing the SSO failure point, appearance point(s), and final destination(s).
 - Description of the methodology employed and available data used to calculate the volume of the SSO and the volume recovered.
 - Description of the cause of the SSO.
 - Copies of original field crew records to document the SSO.
 - Historical maintenance records for the failure location.
- Enrollee's Response to SSO
 - Chronological narrative description of all actions taken to terminate the spill
 - Explanation of how the SSO plan was implemented to and mitigation of.
 - Final corrective action(s) completed or planned, including future schedules of actions.
- Water quality monitoring
 - Description of sampling activities conducted including results and the evaluation of.
 - Detailed location map illustrating the sampling points

SSO Corrective Action Report

Refer to Corrective Action Report form included within this document.

The completed form will be submitted as a draft report within three (3) business days of becoming aware of SSO.

Water Quality Sampling

Water Quality Sampling will be conducted within 48 Hours after initial SSO notification.

Three (3) locations will be sampled. Each location will have a total of 4 samples obtained for the following analytes: Total coliform and E. Coli MPN, Fecal coliform MPN, Enterococcus MPN and Ammonia.

- Upstream of the spill site will be sampled to demonstrate original conditions of the Whitewater Storm Channel. This location is VSD's sewer treatment plant effluent outfall (the beginning of the surface water within the Whitewater Storm Channel).
- The spill introduction point (located approximately 1-mile from the outfall location) located at 48th Street and Dillon. This is where most storm water from the southern portion of the District enters the storm channel and the location where the SSO would enter the storm channel.
- Downstream of the spill site will be sampled to demonstrate the final conditions of the Whitewater Storm Channel which is located at 50th Street bridge. This is the closest and safest point to where one could enter the storm channel to take samples. This is approximately 1-mile downstream from the spill location.
- At each of the above locations the person taking samples will make an estimation of the spill travel time in the surface water by trying to measure the speed of the surface water.

A SSO sampling kit has been put together to quickly take the above samples. Follow the sample collections guidelines included in this document and complete the Chain of Custody (COC) for the contracted laboratory sample analysis.

PLEASE BE CAREFUL, CONTAINERS CONTAIN PRESERVATIVES. VSD Recommends the proper PPE be worn if needed due to preservatives that maybe harmful by contact or ingestion.

Procedure for Microbiological Sampling

Total Coliform, Fecal Coliform, E.coli and Enterococcus

1. Fill out the information on the label, the bottle should be a 125mL pre-preserved with $\text{Na}_2\text{S}_2\text{O}_3$.
2. Open the sample bottle being careful **not to touch the inside of the lid or bottle.**
3. Fill the bottle to **just above the 100mL fill line.**
4. **Do not allow the bottle to overflow,** this will wash out the sample preservative.
5. Place the sample bottle in a plastic bag and seal it. Keep the sample cool by placing it in a cooler on ice.
6. Fill out the chain of custody provided.
7. Return the sample to the lab, the sample must reach the lab **within 6 hours of the time it is taken.**

Procedure for Ammonia Sampling

1. Collect the sample in a 500mL plastic container, pre-preserved with H_2SO_4 .
2. During sample collection, containers should be filled slowly until sample reaches the bottom of the containers neck.
3. Complete the information on the sample label, including: date, time, and location.
4. Keep the sample cool by placing it in a cooler on ice.
5. Fill out and sign the chain of custody with correct information.
6. Transport the sample to laboratory.

Sample rejection: Samples will be rejected from the laboratory for the following reasons.

1. Incomplete form, lack of information: date, time collected, collector's initials or signature.
2. Bottle does not contain the proper amount of sample.
3. **Out of Holding time,** when received at the laboratory.
4. Received to lab with at temperature $>6^\circ\text{C}$.(42.8°F)

Chain of Custody

Client Name: Valley-Sanitary District
 Department: Collections (760) 238-5416

Sample Preservative & Container →	Na ₂ S ₂ O ₃	Na ₂ S ₂ O ₃	Na ₂ S ₂ O ₃	H ₂ SO ₄	
-----------------------------------	---	---	---	--------------------------------	--

Project Name: Sanitary Sewer Overflow (SSO)

Address: 45-500 Van Buren St. Indio, CA 92201

Date Sample Taken	Time Sample Taken	Matrix	Grab (G) or Comp (C)	Sample Location ID	Analysis Requested → # of Containers ↓	Total Coliform & E. coli MPN	Enterococcus MPN	Fecal Coliform MPN	NH ₃ -N (Ammonia)	
		WW	G	Upstream (EFF-001C Outfall)	4	X	X	X	X	
		WW	G	Spill point (48 & Dillon)	4	X	X	X	X	
		WW	G	Downstream (50 & SW channel)	4	X	X	X	X	

Sampled By: (Signature)	Company: Valley- Sanitary District Collections Department	Sample Method: Grab
-------------------------	--	------------------------

Relinquished By: (Signature)	Date / Time:	Received By: (signature)	Date / Time:
Relinquished By: (Signature)	Date / Time:	Received By: (signature)	Date / Time:

**6.0 Sanitary Sewer Overflow Emergency Response Plan
SSMP ELEMENT UPDATE LOG**

- 1. 8/5/13 The overflow response plan was revised and a Water Quality Monitoring Program was developed to meet the requirement of the revised MRP that was adopted in 2013. by Steve Shepard**
- 2. 6/12/14 Overflow Response Plan was revised to reflect changes to the organization chart. By Steve Shepard**
- 3. 4/13/17- Overflow Response Plan was revised to reflect changes to responding to Private Lateral Overflows. By Heberto Moreno**
- 4. 4/13/17- Revised organization chart to reflect personnel changes. By Heberto Moreno**
- 5. 3/14/19- Update of organizational chart to reflect personnel changes. Update vehicle and equipment list. By Heberto Moreno**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 7
Fats, Oils and Grease (FOG) Control Program

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

7. Fats, Oils and Grease (FOG) Control Program: Each Enrollee shall evaluate its service area to determine whether a FOG control program is needed. If an Enrollee determines that a FOG program is not needed the Enrollee must provide justification as to why it is not needed. If FOG is found to be a problem, the Enrollee must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

- a. An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;**
 - A FOG based article will be included in the District informational publication mailed to all VSD customers with the annual Newsletter. The Newsletter is published annually in April. The FOG publication will describe the impact of FOG and methods to prevent the disposal of FOG to the sanitary sewer.
 - A FOG based article will be made available in the public information center at the Indio City Hall.
 - FOG based literature shall be distributed to businesses and residents in areas where FOG problems are identified on an as needed basis. This literature would be in addition to the annual Newsletter publication information where proactive prevention methods are encouraged for FOG prevention.
 - The District will convey to restaurant kitchen staff best management practice educational material explaining the impact of FOG on the sewer system and the proper disposal of FOG.

- b. A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer service area:**

The District wastewater facility does not currently operate anaerobic digestion or other facilities capable of accepting and treating FOG from commercial haulers. The District provides a list of approved grease (FOG) hauling companies:

HAULER NAME	PHONE NUMBER
Imperial Western Products Inc.	(760) 398-0815 - Chris
Biotane Pumping	(877) 424-6826
Roto Rooter	(760) 346-1736
SMC Grease Specialist Inc.	(951) 788-6042 - Crystal, customerservice@smcgrease.com
S & G Pumping Service	(760) 404-6325 – Rick
J.C.'s Grease Buyers	(951) 736-1198
Hammer Plumbing & Pumping, Inc.	(760) 360-7448, (760) 321-7448, info@hammerplumbing.com
Liquid Environmental Services	(866) 694-7327
Pipe Maintenance Service, Inc.	(702) 642-9378
R.E. Commodities & Pumping	(951) 830-7315, (951) 385-9713, recommodities.office@gmail.com
Bakers Commodities, Inc.	(800) 427-0696 - Christian (Manager)
Darling International	(800) 628-7867, (323) 583-6311 (Office Manager)
JN Grease Service, Inc.	(951) 343-1221
Sanco Pumping Service	(760) 327-0815
Asbury Environmental Services	(800) 974-8859
ASAP Pumping, Inc.	(760) 328-7887, (760) 365-4125, www. asappumping.com, asappumping@aol.com
Inland Plumbing Service	(951) 734-8816
Co-West Commodities	(909) 887-4309
CV Pipeline	(760) 610-5563

**Note: This list is furnished as a service to our customers and Valley Sanitary District does not endorse any of the listed companies nor does this list name all companies that provide grease services. Please refer to the yellow pages of your telephone book or internet as an additional resource.*

**Revision Date 03/21/17.*

c. The legal authority to prohibit discharges to the system and identify measures to prevent SSOs and blockages caused by FOG;

- The District has the authority to prohibit flows and to take all actions necessary as described in Valley Sanitary District Development Design Manual 2016-1 (DDM), Sewer Construction Use Ordinance 2010-118, Article 1, General Provisions, 106, Authority.

d. Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, Maintenance requirements, BMP requirements, Record keeping and reporting requirements;

- VSD Development Design Manual 2016-1 (DDM), Sewer Construction Use Ordinance, Article 5, Facilities Requirements, 506, Gravity Separation Interceptor. In part this section states:

“Any person so required by the General Manager shall install and maintain a gravity separation interceptor. Sanitary wastewater shall not be allowed to pass through the interceptor. The interceptor shall conform to approved District standards”.

As defined in this section of the Ordinance a Gravity Separation Interceptor/Grease Interceptor is a “A detention chamber that complies with District approved standards for removing fats, oils, grease (FOG) and solids from wastewater before said wastewater is discharged to the sewer collection system”.

- The 2007 California Plumbing Code is used as the base reference document for grease interceptors. The use of *grease traps* is prohibited by the County of Riverside Department of Environmental Health.
- Food Service Establishments are required to obtain a general discharge permit that has conditions that mandate minimum maintenance requirement for grease interceptors and Best Management Practices (BMP) requirements for kitchen staff including record keeping and staff training.

A copy of the General Permit conditions for food service establishments is included in this section of the SSMP.

e. Authority to inspect grease producing facilities, enforcement authorities, and whether the Enrollee has sufficient staff to inspect and enforce the FOG ordinance;

- The authority to inspect grease producing facilities is contained in the Development Design Manual 2016-1 (DDM), Sewer Construction Use Ordinance 2010-118, Article 6, Monitoring, Reporting, Notification and Inspection Requirements, 601.1 Inspection and Sampling Conditions, paragraph A.
 - A. The District may inspect and sample the wastewater generating and disposal facilities of any user to ascertain whether the intent of this Ordinance is being met and the user is complying with all requirements.
- The authority to enter grease producing facilities is also contained in the DDM, Sewer Construction Use Ordinance 2010-118, Article 6, Monitoring, Reporting, Notification and Inspection Requirements, 601.2 Inspection and Sampling Conditions, Right of Entry.
 - B. The District shall have the right to place on the user's property or other locations as determined by the District, such devices as are necessary to conduct sampling or metering operations. Where a user has security measures in force, the user shall make necessary arrangements so that personnel from the District shall be permitted to enter without delay for the purpose of performing their specific responsibilities.
- Enforcement Authorities are empowered by Federal and State Laws grant the District the authority to prohibit flows and to take all actions necessary as described in DDM, Sewer Construction Use Ordinance 2010-118, Article 1, General Provisions, 106, Authority.

DDM, Sewer Use Ordinance 2010-118 addresses enforcement of sewer ordinance violations in Article 7, Enforcement, 703. ENFORCEMENT PROCEDURES AND APPLICABLE FEES.

The California Penal Code Section 374.2(a) also provides enforcement authority for the malicious discharge or dumping of substances into the sanitary sewer capable of causing substantial damage or harm to the operation of the public sewer.

f. An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section.

The collections department has identified areas where VSD has grease problems in the collection system and has developed a cleaning schedule to prevent sewer overflows. These areas are included in preventative maintenance schedules that

may include weekly inspection and cleaning every 3 months as part of VSD's trouble spot maintenance program, or cleaning every 12 or 18 months.

g. Development and implementation of source control measures for all sources of FOG discharges to the sanitary sewer system for each section identified in (f) above.

In residential areas where Fats, Oil and Grease (FOG) is Discovered in the sewer system VSD implements a public education program that includes distributing educational material door to door that explains the negative effects of putting FOG into the sewer and the proper disposal of FOG.

In areas where there are food service establishments and FOG is discovered in the sewer system, VSD increases the inspection of these establishments by our FOG Control Inspector.

Document locations

- A copy of the Development Design Manual 2016-1 (DDM), Sewer Construction and Use Ordinance 2010-118 and Resolution 2019-1114 Industrial Wastewater Pollutant Limitations can be found in the SSMP and on the District website.

**Valley Sanitary District
Food Service Establishment Wastewater Discharge Permit
General Permit Conditions**

PART 1-EFFLUENT LIMITATION AND DISCHARGE RESTRICTIONS

Permittee is authorized to discharge wastewater into the District's sewer system, subject to the following effluent limitations and discharge restrictions:

A. EFFLUENT LIMITATION

Permittee shall not discharge into the sewer system Fats, Oils, and Grease (FOG) or any substance that may accumulate and/or cause or contribute to blockages in the sewer system or at the lateral, which connects the permittee's facility to the sewer system. The permittee shall not exceed any effluent limitations as outlined in the Valley Sanitary District Development Design Manual 2016-1, Sewer Construction Use Ordinance 2010-118 and Resolution 2019-1114.

B. DISCHARGE RESTRICTIONS

The following general prohibitions apply:

1. **Use of food grinders.** Installation of food grinders in the plumbing system of new constructions of Food Service Establishments is prohibited.
2. **Use of additives in lieu of interceptor pumping or maintenance.** Introduction of any additives into a Food Service Establishment's wastewater system for the purpose of emulsifying or biologically/chemically treating FOG for grease remediation or as a supplement to interceptor maintenance is prohibited.
3. **Disposal of waste cooking oil into drainage pipes.** All waste cooking oils shall be collected and stored properly in receptacles such as barrels or drums for recycling or other acceptable methods of disposal.
4. **Discharge of wastewater with temperatures in excess of 140°F into any grease interceptor.**
5. **Discharge of wastes from toilets, urinals, and other fixtures containing fecal matter to sewer lines intended for grease interceptor service.**
6. **Discharge of any waste including FOG and solid materials removed from the grease interceptor to the sewer system.** Grease removed from grease interceptors shall be waste hauled periodically as part of the operation and maintenance requirements for grease interceptors.
7. **Operation of grease interceptors with FOG and solids accumulation exceeding 25% of the design hydraulic depth of the grease interceptor.** Referred to as the 25%

Rule, this requirement is to ensure that the minimum hydraulic retention time and required available volume is maintained to effectively intercept and retain FOG that would be discharged into the sewer system.

PART II - REQUIREMENTS FOR FOG CONTROL

Permittee shall comply with the following requirements to control the discharge of FOG to the sewer system:

A. BEST MANAGEMENT PRACTICES (BMPs)

Permittee shall implement BMPs in its operation to minimize the discharge of FOG to the sewer system. At a minimum, permittee shall implement the following BMPs when applicable:

1. Installation of drain screens. Drain screens shall be installed on all drainage pipes in food preparation areas.
2. Segregation and collection of waste cooking oil. All waste cooking oil shall be collected and stored properly in recycling receptacles such as barrels or drums. Such recycling receptacles shall be located and maintained properly to ensure that they do not leak or attract vermin. Licensed waste haulers or an approved recycling facility must be used to dispose of waste cooking oil.
3. Disposal of food waste. All food waste shall be disposed of directly into the trash or garbage, and not into sinks. Double-bagging food wastes that have the potential to leak in trash bins is highly recommended.
4. Employee training. Employees of the food service establishment shall be trained within 180 days of the effective date of this Permit, and twice each calendar year thereafter, on the following subjects:
 - a) How to "dry wipe" pots, pans, dishware and work areas before washing to remove grease.
 - b) How to properly dispose of food waste and solids in enclosed plastic bags prior to disposal into trash bins or containers to prevent leaking and odors.
 - c) The location and use of absorption products to clean under fryer baskets and other locations where grease may be spilled or dripped.
 - d) How to properly dispose of grease or oils from cooking equipment into a grease receptacle such as a barrel or drum without spilling.
 - e) How to properly clean kitchen mats and dispose of wastewater.
5. Kitchen signage. Best management and waste minimization practices shall be posted conspicuously in the food preparation and dishwashing areas at all times.

Training shall be documented and employee signatures retained indicating each employee's attendance and understanding of the practices reviewed. Training records shall be available for review at any reasonable time by a District's designee and the Riverside County Health Department.

B. FOG PRETREATMENT

1. Grease Interceptor Requirement. Permittee shall install, operate, and maintain an approved type and adequately sized grease interceptor. The grease interceptor shall be adequate to separate and remove FOG contained in wastewater discharges from the permittee's facility prior to discharge to the sewer system. Dishwasher shall be connected to the grease interceptor.

2. Grease Interceptor Maintenance Requirement. Grease Interceptors shall be maintained in efficient operating condition such that the combined FOG and solids accumulation does not exceed 25% of the design hydraulic depth of the grease interceptor. Any exceedance above 25% constitutes a violation of this permit. This requirement is to ensure that the minimum hydraulic retention time and required available volume is maintained to effectively intercept and retain FOG discharged to the sewer system.

3. Grease Interceptor Maintenance Frequency. Grease interceptors shall be maintained by periodic removal of the full content of the interceptor which includes wastewater accumulated FOG, floating materials, sludge, and solids. In general a Permittee shall fully pump out contents of the grease interceptor at a minimum of once per quarter (at least once every three months), unless a more frequent pumping schedule is required. The maintenance frequency may be adjusted if sufficient data have been obtained to establish a frequency consistent with the 25% Rule. The District may change the maintenance frequency at any time to reflect changes in actual operating conditions. Based on the actual generation of FOG from the Food Service Establishment, the maintenance frequency may increase or decrease; however, the interval between cleaning events shall not be greater than six months.

PART III - RECORD-KEEPING AND NOTIFICATION REPORTING REQUIREMENTS

A. RECORD-KEEPING REQUIREMENTS

Permittee shall keep records for at least two years and submit or make available for review, the following documents to the District, upon request:

1. A Record/Logbook of BMPs being implemented, including employee training.
2. Records of any spills and/or cleaning of the lateral or sewer system.
3. A logbook or record of grease interceptor cleaning and maintenance practices and activities.

4. Copies of records and manifests of waste hauling interceptor contents, which will include:
 - Name of hauling company
 - Name and signature of operator performing the pumpout
 - Documentation of full pumpout with volume of water and FOG removed (e.g., 1,500 gallons)
 - Documentation if repairs to the grease interceptor are required
 - Identification of the facility where the hauler is planning to dispose of the waste

B. NOTIFICATION REQUIREMENTS

Permittee shall comply with the notification requirements:

1. Notification of Spill:

In case of a sewage spill, Permittee shall notify the District and the Riverside County Health Department immediately by phone.

Valley Sanitary District	(760) 238-5400
Riverside County Health Department	(760) 863-8287
Riverside County Health Department FAX	(760) 863-8303

Confirmation of this notification shall be made in writing to the Pretreatment Manager at the address specified in the Permit no later than five (5) working days from the date of the incident. The written notification shall state the date of the incident, the reasons for the discharge or spill, what steps were taken to immediately correct the problem, and what steps are being taken to prevent the problem from recurring. The Permittee is required to notify the Riverside County Health Department of all sewage spills.

2. Notification Regarding Planned Changes

Permittee shall notify the District at least 60 days in advance prior to any facility expansion/remodeling, or process modifications that may result in new or substantially increased FOG discharges or a change in the nature or volume of the discharge. Permittee shall notify the District in writing of the proposed expansion or remodeling and shall submit any information requested by the District for evaluation of the effect of such expansion on Permittee's FOG discharge to the sewer system.

PART IV - STANDARD CONDITIONS

A. NON-TRANSFERABILITY OF PERMIT

This Permit is issued specifically to the owner and facility location specified in this permit. This Permit is issued for a specific user, for a specific operation at a specific location, and creates no vested rights. Any permit that is transferred to a new owner and/or operator or to a new facility is void. Permittee shall notify the District in writing

prior to the transfer of ownership and shall give a copy of the existing permit to the new owner or operator. The new owner shall submit a permit application within 30 days of assuming ownership and/or operation of a facility.

B. ACCESS REQUIREMENTS

Access to all parts of the permittee's facility shall be granted to the District's personnel and/or its designee for the purpose of conducting compliance inspection during all times the facility is open, operating, or any other reasonable time. The District may conduct random, unannounced inspections to verify compliance with the terms and conditions of this permit.

C. PENALTIES

Any person who violates any provision of the FOG Rules and Regulations; or any permit condition, prohibition or effluent limitation; or any suspension or revocation order shall be civilly liable for a penalty pursuant to Section 711.D.6 of the Valley Sanitary District DDM, Sewer Use and Construction Ordinance 2010-118

D. SEVERABILITY

The provisions of this permit are severable. If any provision of these permits limitations and/or requirements, or the application thereof, to the Permittee is held invalid, the remainder of the permit limits and/or requirements shall remain in full force and effect.

E. TERMINATION OF SERVICE

The District, by Order of the General Manager, may physically terminate sewer service to any property on a term of any order of suspension or revocation of a permit or upon the failure of a person not holding a valid wastewater discharge permit to immediately cease discharge, whether direct or indirect, to the District's sewer facilities after due notification. All costs for physical termination shall be paid by the permittee as well as all costs for reinstating service.

**7.0 Fats Oils & Grease
SSMP ELEMENT UPDATE LOG**

- 1. 6/14/12- Changed reference to current Sewer Use Ordinance 2010-118.
By Steve Shepard**
- 2. 3/27/19- Changed references to include Valley Sanitary District Development
Design Manual 2016-1 to sections 7c,d,e,g of the SSMP. By Heberto
Moreno**
- 3. 3/27/19- Implemented list of approved FOG haulers. By Heberto Moreno**
- 4. 5/14/19- Update of Resolution 2019-1114, Local Discharge Limits. By
Heberto Moreno**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 8
SYSTEM EVALUATION & CAPACITY ASSURANCE PLAN

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

8. System Evaluation and Capacity Assurance Plan: the Enrollee shall prepare and implement a capital improvement plan that will provide hydraulic capacity of key sanitary sewer elements for dry weather, peak flow conditions as well as the appropriate design storm or wet weather event. At a minimum, the plan must:

8a. Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to an SSO discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limited capacity) and the major sources that contribute to the peak flow associated with overflow events.

Valley Sanitary District has never had an SSO as a result of hydraulic deficiency, however some portions of the Collection System flow at design capacity or above. For this reason VSD developed a collection system master plan. The most recent collection system master plan, The "Valley Sanitary District Collection System Master Plan" (Master Plan), was prepared in 2013 by an engineering consultant. The document identified existing and projected future flows. The existing flows were used in a hydraulic model to reflect flow conditions in the existing collection system. This model scenario identified hydraulic deficiencies in the existing collection system. A separate model scenario was created combining existing and future flows to determine future collection system needs from short term through ultimate build out. Flow hydraulic modeling is verified by physical system inspection by District Staff.

Since 2013, economic factors have led to less growth than anticipated in the 2013 CSMP, and effective conservation measures have also contributed to lower than anticipated increase in sewerage flow. This Technical Memorandum

(TM) presents the Collection System Master Plan Review 2018 (CSMP Review). This CSMP Review was initiated to refine earlier population projections, update the model with current observed flows from the Water Reclamation Facility (WRF) and recently added infrastructure improvements, and verify project recommendations from the CSMP. The CSMP Review is not intended to serve as a full update to the 2013 CSMP but is intended to help guide VSD in the implementation of the remaining CIP recommendations. Tasks not included in the CSMP Review include flow monitoring or recalibration of the model.

The Valley Sanitary District service area is in an arid region of the State. The average annual rain fall is approximately 3 inches and during the wettest month an average of less than the 1 inch of rain falls. The collection department has a procedure for sealing manholes to prevent inflow in areas within the District that experience flooding. The sewer systems that are flowing at capacity have redundancy built into the system to help prevent any unexpected surge of flow from causing an overflow. Also during rain events the collection department monitors the collection system closely to help prevent any unexpected inflow.

8b. Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified in (a) above to establish appropriate design criteria; and design criteria exist for hydraulic deficiencies.

This criterion is a combination of methodologies and design concepts obtained from numerous sources including the District's Development Design Manual "Standard Specifications for Construction", sewer material manufacturers design criteria and recommendations, from registered civil engineers and industry accepted standards.

8c. Capacity Enhancement Measures: The steps needed to establish a short- and long- term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.

A capital improvement program based on this modeling information was provided in the Collection System Master Plan Review 2018 that addresses remedies for collection system deficiencies and the provision of capacity for future flow.

Areas of Concern (AOCs) were identified using the model results and sewer system capacity criteria discussed in the previous section. Areas of concern previously identified in the CSMP (2013) are verified by the CSMP Review (2018) and have been associated with a capital improvement project. New areas of concern identified in the CSMP Review do not have a capital improvement projects associated and should be monitored by VSD. **Table 7 and Figure 12** of the CSMP Review (2018), shows a summary of areas of concern by planning

horizon i.e. existing conditions (2017), interim planning horizon conditions (2035), build-out conditions.

8d. Schedule: The Enrollee shall develop a schedule of completion dates for all portions of the capital improvement program developed in (a) – (c) above. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D. 14 of the WDR.

A schedule for the estimated completion dates for all of the phases of the capital improvement program to increase the capacity of the collection systems that were outlined in the Collection System Master Plan Review 2018, **Table 7 and Figure 12** of the CSMP Review 2018. An outline of the funding source is contained in each year's annual budget. This schedule is updated annually.

The progress of these projects will be outlined in the biannual SSMP audit and also in the five year SSMP updates.

Document Locations

- A copy of the "Collection System Master Plan" can be located for reference in the Master Plan Section of the SSMP and on the District website.
- A copy of the Collection System Master Plan Review 2018 can be located for reference in the Master Plan section of the SSMP and on the District website.
- A copy of the most recent District budget including a time schedule and a plan for developing funds for long term and short term capital improvement projects can be located for reference in the Annual Budget Section of the SSMP and on the District website.

**8.0 SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN
SSMP ELEMENT UPDATE LOG**

- 1. 6/04/14- Updated to most recent Collection System Master Plan from 2003 to 2013 version. By Heberto Moreno**
- 2. 6/18/14- Changes made to section 8c in regard to CIP projects based on 2013 Master Plan. By Heberto Moreno**
- 3. 3/15/19- Updated sections 8a and 8c; CSMP Review 2018, Areas of Concern by Planning Horizon. By Heberto Moreno**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 9
MONITORING, MEASUREMENT & PROGRAM MODIFICATIONS

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer Overflow (SSO) General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

9.0 Monitoring, Measurement, and Program Modifications: The Enrollee Shall:

9a. Maintain relevant information that can be used to establish and prioritize appropriate SSMP activities;

A computerized asset management system is used to record and document collection system structural deficiencies, FOG and root problem areas identified by maintenance personnel. This management system is also used to generate and schedule work orders for the line maintenance crew. All information entered into the system database, including footage cleaned per day/month/year and the date it was cleaned, can easily be retrieved for viewing and review on a GIS Map. SSO occurrences recorded in this database contain time, date, cause, and volume and remedy information. All this information is analyzed and maintained by the Collection Supervisor.

9b. Monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;

The Collection System Supervisor monitors the implementation of each element of the SSMP to prioritize each task. A biennial SSMP audit report will be prepared to illustrate the effectiveness of the SSMP and to also point out its deficiencies and what modifications will take place to correct them.

9c. Assess the success of the preventive maintenance program;

The condition of assets prior to and during preventative maintenance activity is noted in the asset management program. A follow up CCTV inspection is also preformed to assess the structural condition, which is also imported into the asset management program. This data is analyzed immediately following the completion of the work orders. Then it is determined whether further

maintenance is required, if the frequency of maintenance needs to be increased or decreased in order to increase efficiency, or if a repair may be required.

9d. Update program elements, as appropriate, based on monitoring or performance evaluations; and

As sewer system Inspection data is analyzed and procedures and methods are evaluated to determine their efficiency, modifications are made to each relevant element of the SSMP.

9e. Identify and illustrate SSO trends, including: Frequency, Location, and Volume.

SSO reports that include all relevant information that is needed to report each spill to the State's online data base are prepared at the time of the sewage spill. This information includes but is not limited to the time, location, volume, cause and remedy. This information is analyzed and a determination is made whether the asset will require scheduled preventative maintenance or if the asset will need to be repaired. An outline showing the quantitative data of past years SSO's is included in the biennial SSMP Audit.

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 10
SSMP PROGRAM AUDITS

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer Overflow (SSO) General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

10.0 SSMP Program Audits: As part of the SSMP, the Enrollee shall conduct periodic internal audits, appropriate to the size of the system and the number of SSOs. At a minimum, these audits must occur every two years and a report must be prepared and kept on file. This audit shall focus on evaluating the effectiveness of the SSMP and the Enrollee's compliance with the SSMP requirements identified in this subsection (D.13) of the WDR, including identification of any deficiencies in the SSMP and steps to correct them.

Two Years from the date of the final completion and certification of the SSMP and biennially thereafter, staff will conduct an audit of each section of the SSMP, evaluating the effectiveness, ensuring compliance and identifying any deficiencies. The evaluation results and any changes to the SSMP section that are made to improve the program's performance will be outlined in a audit report and a copy of the report will be included in this section of the SSMP.

Valley Sanitary District (VSD)

Sewer System Management Plan (SSMP)

2019 Biennial Audit

The purpose of the Biennial SSMP audit is to evaluate the effectiveness of the Valley Sanitary District's SSMP, to ensure that all elements within the SSMP are up to date and that they are being implemented and managed appropriately. The SSMP audit is a critical process that promotes continuous improvement, ultimately resulting in the most efficient collection system management plan possible. This process includes the examination of events, experiences, and data from the previous two calendar years so that successes and challenges can be identified and correlated with strengths and weaknesses of the District's SSMP.

The audit reviews the twelve program elements for calendar years 2018 and 2019. Each element is assigned a status and recommendation(s) for improvement. Annual Performance and Sewer System Overflow (SSO) statistics for calendar years 2014 through 2018 are included in Table 1. Any changes that have taken place are reflected in the SSMP element update log located in each section of the SSMP.

1.0 GOALS

Status: The goals stated in the SSMP are still appropriate and accurate.

Recommendation: No action needed.

2.0 ORGANIZATION

Status: The organization charts are current, the chain of communication for SSO response and reporting is current and key personnel contact information is current.

Recommendation: To continue to update this section as staffing changes are made.

3.0 LEGAL AUTHORITY

Status: All of the required legal authority elements are addressed in the current Valley Sanitary District Development Design Manual 2016-1, Sewer Construction and Use Ordinance 2010-118. The Legal Authority (Section 3) in the SSMP is current and up to date.

Recommendation: No action needed.

4.0 Operation and Maintenance

4a) Collection System Maps:

Status: The Collection System Atlas is up to date and as the sewer system maintenance is performed the Atlas is verified for accuracy, any needed changes are made at the office. We have produced an updated paper version of our Sewer Atlas and developed a system to easily print the Atlas. The City of Indio owns the Storm Drain System in our service area. We have a paper map of the storm drain system but it could use improvement. The City of Indio has provided an atlas that is compatible with our GIS system.

Recommendation: We are continuing to work on producing a GIS Atlas of the City's storm drain system by using the information obtained by the City and by observations out in the field. The storm drain GIS project will be a long term project that will continue to be updated as we receive provided data.

4b) Preventative Operation and Maintenance:

Status: The Preventative Maintenance program is on schedule and the priority set for areas that require more frequent cleaning has prevented nearly all sewer main overflows. In 2010, we developed a sewer main root foaming program to control root growth in sewer mains. The annual performance statistics are outlined in table 1 that shows the effectiveness of the preventative maintenance program.

Recommendation: Continue the preventative maintenance program as scheduled and to modify the schedule as needed.

4c) Rehabilitation and Replacement Program:

Status: The CCTV inspection program has been effective in identifying defective sections of sewer pipe. The sections that are identified as being a high risk for collapse are repaired as they are discovered. The goal for the CCTV program is to televise the entire sewer system, the oldest sections first and import the data into our asset management program. The annual performance statistics for sewer main CCTV inspection, manhole inspections and sewer system repair and rehabilitation are outlined in Table 1.

Recommendation: Continue the sewer system rehabilitation program identifying sewer system asset condition through our inspection program and rehabilitating assets on a risk/priority system.

4d) Training:

Status: The collection staff continues to maintain CWEA Collection Tech Certifications and works toward obtaining higher certifications. Staff attends CWEA sponsored

training seminars and workshops. Staff is also trained in house on all aspects of the proper operation of the collection system. Our standard operating procedures for collection system operations and the equipment used to maintain the collection system has been updated. We hold training sessions on these procedures on a regular basis. Documentation to support attendance to training classes is kept up to date and available in the collections office.

Recommendation: Continue to train collection staff on a regular basis utilizing both CWEA sponsored seminars, workshops and in house training classes.

4e) Contingency Equipment and Replacement Inventories:

Status: We are maintaining back up equipment and repair parts for our assets.

Recommendation: Continue to replenish our inventory of replacement parts

5.0 Design and Performance Provisions

Status: Valley Sanitary District's Standard Specifications and Ordinances are now under the "Development and Design Manual" title. The districts Development Design Manual maintains standard specifications for construction and testing and a sewer use ordinance that includes standards for sewer construction. A revised Standard Specifications for the Construction of Sanitary Sewer has been completed and adopted by the Board of Directors.

Recommendation: Continue to implement revisions as needed.

Proposed WDR changes: No significant changes.

6.0 Overflow Emergency Response Plan:

Status: The Sanitary Sewer Overflow Emergency Response Plan has been updated with the most current information to reflect the newly adopted Sanitary Sewer Systems Waste Discharge Requirements Monitoring and Reporting Program, to include all of the latest requirements. All the Legally Responsible Officer's (LRO) and Data submitter information is current and up to date.

Recommendation: Continue to provide Sanitary Sewer Overflow Emergency Response Plan training.

7.0 FOG Control Program:

Status: The SSMP contains up to date information regarding the District's FOG Control Program. The annual performance statistics outlined in Table 1 shows the performance of the FOG program and its effectiveness in preventing SSOs.

Recommendation: Continue to implement the FOG Program.

8.0 System Evaluation and Capacity Assurance Plan:

Status: The District annually budgets for repairs, rehabilitation and increased capacity for the collection system. The FY 2018/2019 budget includes over \$1,696,260 for collection system rehabilitation and \$126,000 for collection system point repairs. Budget includes funding for Avenue 48 sewer main upgrade design and sewer main rehabilitation and replacement construction were included.

Requa Interceptor project got started in June 2016 and was completed October 2017. During the progress of the Requa Interceptor project some of the following recommended improvements as listed in the 2013 Collection System Master Plan Projects will end up being fulfilled:

- Requa Interceptor
- Shields Interceptor
- Monroe Interceptor
- Clinton Street
- Avenue 48 West, is scheduled for design 2018/2019 FY Budget

The District has recently completed Collection System Master Plan Review. Areas of concern previously identified in the CSMP (2013) are verified by the CSMP Review and have been associated with a capital improvement project. **Table 7** and **Figure 12** of the CSMP Review shows a summary of areas of concern by planning horizon existing conditions (2017), interim planning conditions (2035), and build-out conditions.

The annual performance statistics outlined in Table 1 shows the performance of the System Evaluation and Capacity Assurance Plan and its effectiveness in preventing SSOs.

Recommendation: Update the SSMP to reflect any required changes and update CIP project status.

9.0 Monitor, Measure, and Program Modifications:

Status: The condition of the collection system assets are inspected during regular preventative maintenance and CCTV inspection. Then the information is brought into the office and evaluated. At that time the preventative maintenance schedule in the computer based asset management program is modified as needed.

The annual performance statistics outlined in Table 1 shows the performance of the SSMP and its effectiveness in preventing SSOs. This information is analyzed and a

determination is made whether the asset will require modification to the scheduled preventative maintenance or if the asset will need to be repaired. An outline showing the quantitative data of past years SSO's and the cause is included.

Recommendation: Continue to monitor the performance of the SSMP and modify any of the programs in order to prevent any SSO's.

10.0 SSMP Program Audit:

Status: This SSMP audit evaluates the effectiveness of the SSMP, our compliance with the SSMP and also recommended modifications to the SSMP. The annual performance statistics outlined in Table 1 shows the performance of the SSMP and its effectiveness in preventing SSOs.

Recommendation: Update the SSMP to reflect any required changes recommended by the audit or as needed in order to stay in compliance with the WDR and to prevent any SSO's.

11.0 Communication Program:

Status: The District's website has information about programs to assist the public to prevent SSO's. We also have information about our SSMP and how the public can provide input on the improvement of the SSMP.

Recommendation: Continue to update the SSMP information on the District website.

12.0 SSMP Completion and Certification:

Status: On July 23, 2019, the Collection System SSMP was adopted by our Board of Directors and recertified on the State Water Board CIWQ website

Recommendation: Update and recertify the SSMP within (5) years of the last certification or as required upon the adoption of new regulation.

Table 1 Annual Collection System Activity Statistics

Indicator	2014	2015	2016	2017	2018
Miles of gravity sewer	246	246	253	253	254
Number of Pump Stations	5	5	5	5	5
Number of SSOs (total)	1	0	0	0	1
During Rain Event SSOs					
Number of SSOs (by volume range)					
<10 gal					
10-99 gal	1				
100-999 gal					1
1000-9999 gal					
≥10,000 gal					
Total SSO Volume	15	0	0	0	488
Volume Reaching Surface Water	0	0	0	0	0
Volume Not Contained but Not Reaching Surface Water	0	0	0	0	0
Volume Recovered	15	0	0	0	488
Net Volume (total minus recovered)	0	0	0	0	0
Number of SSOs per 100 Miles of Sewer per Year	0.41	0	0	0	0.41
Volume of SSOs per 100 Miles of Sewer per Year	6	0	0	0	192
Total Volume Conveyed to the Plant (billion gal)	2	2	2	2	2
Number of SSO (by cause)					
Roots					
Grease (FOG)					
Debris					
Debris from Laterals					
Vandalizum					
Construction Debris					
Multiple causes					
Infrastructure failure					
Inflow & Infiltration					
Pump Station Failure					
Flow Capacity Deficiency					
Natural Disaster					
Bypass					
Other	1				1
Average Emergency Response Time, minutes					
Business Hours	35	n/a	n/a	n/a	30
Non-Business Hours	n/a	n/a	n/a	n/a	n/a
Number of Lateral SSOs ¹	4	7	3	0	0
Total Lateral SSOs Volume ¹	5551	280	112	0	0
Total Lateral SSOs Volume Recovered ¹	5551	230	112	0	0
Total SSOs Lateral Volume Reaching Surface Water ¹	0	0	0	0	0
Maintenance Activities					
Footage Cleaned (Miles)	131.7	122.4	168.7	116.2	130.8
Mainline Root Foaming (Linear feet)	13,378	13,953	10,458	10,600	10,125
Televised Inspection (Miles)	25.1	25.1	35.5	20.4	33.5

Manholes Inspection (number)	1,748	1,680	2,381	1,417	1,945
Mainline Point Repairs(number)	0	2	1	0	3
Manholes Rehabed (number)	25	25	62	0	0
Mainline Lining Rehab (Linear feet)	0	0	0	0	0
Mainline Dig and Replace (Linear feet)	0	0	0	120	0
FOG Program Activities					
Approx. Number of Restaurants Identified	234	228	228	228	244
Restaurants Inspected	180	228	228	85	147
Restaurants Being Monitored under FOG Program	119	228	228	228	244

Notes for Table 1:

1. The Lateral SSOs were reported to CIWIQ as District spills because at the time we did not have any documentation that defined the ownership of the sewer lateral from the property to the District sewer main. In November 2010 the the District adopted a revised sewer use ordinance that clarified that sewer laterals are owned by the owner of th property that they serve.

**10.0 SSMP PROGRAM AUDITS
SSMP ELEMENT UPDATE LOG**

- 1. 8/1/11 Added 2011 biannual audit report. By Steve Shepard**
- 2. 8/1/13 Added 2013 and removed 2011 biannual audit report.
By Steve Shepard.**
- 3. 6/23/14 Updated Annual SSO Statistics Table. By Heberto Moreno**
- 4. 4/13/17 Added 2017 biannual audit report and removed 2013. By Heberto
Moreno**
- 5. 4/13/17 Updated Annual SSO Statistics Table. By Heberto Moreno**
- 6. 3/25/19 Updated Annual SSO Statistic Table. By Heberto Moreno**
- 7. 3/25/19 Added 2019 and removed 2017 biannual audit report. By Heberto
Moreno**

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN

Section 11
COMMUNICATION PROGRAM

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

11. Communication Program: The Enrollee shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The Communication system shall provide the public the opportunity to provide input to the Enrollee as the program is developed and implemented.

The Enrollee shall also create a plan of communication with systems that are tributary and/or satellite to the Enrollee's sanitary sewer system.

Approximately each year a newsletter is sent out to all of the District's customers with information about the performance of the Sewer System Management Plan or Sewer Collection System.

A copy of the most recent newsletter (2017) is included in this section of the SSMP and on the District website.

In the future, the District website will be the primary outlet for sharing District information with the general public. Newsletters and/or doorhangers will be occasionally be used as well.

VALLEY SANITARY DISTRICT
SEWER SYSTEM MANAGEMENT PLAN
Section 12
SSMP COMPLETION & CERTIFICATION

In Compliance with
State Water Resource Control Board
Statewide General Waste Discharge Requirements
Order No. 2006-0003-DWQ

This Section outlines the requirements of the Statewide Sanitary Sewer General Waste Discharge Requirements (GWDR) order and describes how Valley Sanitary District Complies.

12. SSMP Completion and Certification: Both the SSMP and the Enrollee's program to implement the SSMP must be certified by the Enrollee to be in compliance with the requirements set forth above and must be presented to the Enrollee's governing board for approval at a public meeting. The Enrollee shall certify that the SSMP, and subparts thereof, are in compliance with the general WDRs within the time frames identified in the time schedule provided in subsection D.15 of the WDR, below.

In order to complete this certification, the Enrollee's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and sending the form to the State Water Board.

Valley Sanitary District has followed all the Certification procedures and has met all of the time frame schedules provided in Subsection D.15 of the WDR.

A copy of the documentation substantiating this is included in this Section.

Every five years the SSMP will be updated with the most up to date information and will be approved by the Board of Directors in a public meeting.

STAFF NOTES
June 18, 2019

ADMINISTRATION & FINANCE.

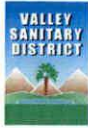
- Reviewing the Assessor Parcel billing information that is due to the Riverside County Tax Collector on or before August 12, 2019.
- Preparing documents and schedules requested by auditors for audit field work scheduled for August 26-30, 2019.
- Working with Caselle to upgrade permitting and accounting software.
- New website is online.

ENGINEERING & MAINTENANCE

- Staff has obtained an updated quote for the first phase of Lucity Web services and software implementation for the treatment plant asset management system. This will be brought to the Board in the new fiscal year (July 2019).
- Staff is looking into obtaining reimbursement from FEMA for the damage caused by the February 2019 storm event which damaged the sewer siphon at Westward Ho Drive. Staff will be meeting with FEMA next Thursday, June 27, 2019 to discuss possible reimbursement.
- Staff is working with Carollo Engineering to design a new sewer siphon at Westward Ho Drive to avoid possible damage that may result from future storm events.
- Field Vactor crew is currently working in the area of Monroe and Avenue 48.
- CCTV Inspection work is currently being conducted in the area of Avenue 41 and Jackson.

OPERATIONS

- Staff continues to monitor ammonia through the treatment process. Process control measures for the activated sludge plant are proving to be effective, however, ammonia reduction can still be improved by continuing to build the solids inventory.



VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

18-Jun-19

Plan Check in Progress
Inspection in Progress
New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Accessory Dwelling Unit - 81069 Carefree Drive	81069 Carefree Drive	Plans submitted for accessory dwelling unit. Plans approved and returned to the City 3/5/19.	Waiting for owner to process permit paperwork.
AM Tax Service TI	45561 Oasis Street/Requa	Plans submitted for TI of existing building. Plans approved and returned to the City 3/28/19.	Waiting for owner to process permit paperwork.
Best Western breakfast room Reno	81909 Indio Blvd	Plans submitted for tenant TI, renovation of breakfast room. Plans approved and returned to the City 3/11/19. Issued permit 3817 on 5/21/19.	Inspect work improvements as scheduled.
Bravo Commercial Building	46331 Commerce Street/Van Buren Street	Plans submitted for new building. Plans approved and returned to the City 5/10/17. Issued permit 3805 on 3/6/19.	Inspect work improvements as scheduled.
Burgerim Restaurant	44100 Jefferson Street, Ste 400/Fred Waring	Plans submitted for existing building TI. Plans approved and returned to the City 1/8/19.	Waiting for owner to process permit paperwork.
Buzzbox	42625 Jackson Street #112	Plans submitted existing building TI. Completed 1st plan check and returned to the City 2/22/19. Working with the Developer.	Perform 2nd plan check upon plan resubmittal.
Chavez Tenant Improvement	45330 Jackson St / Civic Center	Plans submitted for TI of existing building. Demolition of interior walls and facilities. Completed 4th plan check and returned to the City 6/25/18. Issued permit 3755 on 7/9/18.	Inspect work improvements as scheduled.
Chevron/Circle K	42250 Jackson Street / Showcase Parkway	Plans submitted for new Valero gas station/Circle K. Plans approved and returned to the City 1/10/19.	Waiting for owner to process permit paperwork.
Citadel RV Storage-Phase 1	83667 Dr. Carreon Blvd/Calhoun Street	Plans submitted for construction of new RV storage facility. Completed 1st plan check and returned to the City 3/19/19.	Perform 2nd plan check upon plan resubmittal.
Clinica Medica Del Valle	45677 Oasis Street/Requa	Plans submitted for existing building TI. Plan approved and returned to the City 11/16/18.	Waiting for owner to process permit paperwork.
DFC Tax Center TI	44100 Jefferson Street #E505	Plans submitted for TI of existing building. Plans approved and returned to the City 3/20/19.	Waiting for owner to process permit paperwork.
East County Detention Center - Phase 1 Demolition. Phase 2 - Detention Center Design and Construction	Hwy 111 & Oasis	Received demolition plans on 9/16/13. Returned to consultant. Received conformed set of demolition plans on 12/5/13. Jail Expansion plans have been reviewed for 2nd plan check and returned on 10/1/14. Completed 4th plan check 11/07/2014, Art requested VSD not send 4th plan check back until he coordinates with the civil engineer. Plan Check is complete. Permit Fees paid 7/13/15. Issued permit 3510 on 7/23/15. Project scheduled to be complete August 2019.	Inspect work improvements as scheduled.
El Destino Nightclub - TI	83085 Indio Boulevard/Civic Cnter Mall	Plans submitted for existing building TI 11/30/2015. Plans approved and returned to the City 3/22/16. Issued permit 3577 on 5/24/16. Issued permit 3596 on 8/3/16.	Inspect work improvements as scheduled.
EOS Fitness Ave 42 Gym	SWC of Spectrum Street & Avenue 42	Plans submitted for construction of new gym facility. Completed 1st plan check and returned to the City 5/2/19.	Perform 2nd plan check upon plan resubmittal.
EOS Fitness Public Sewer Extension	SWC of Spectrum Street & Avenue 42	Civil plans submitted for sewer extension in Spectrum Street. Completed 1st plan check and returned plans to the engineer 5/2/19. Completed 2nd plan check and returned to the engineer 5/15/19. Plans approved and returned to the engineer 6/3/19.	Waiting on developer bonds for sewer agreement.
Fiesta Delights TI	82900 Avenue42/Jackson Street	Plans submitted for TI of existing building. Plans approved and returned to the City 12/12/18.	Waiting for owner to process permit paperwork.
Five Below Retail Store TI	42350 Jackson Street	Plans submitted for TI. Completed 1st plan check and returned to the City 3/28/19.	Perform 2nd plan check upon plan resubmittal.
Fred Young (Villa Hermosa Apts)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. 6/11/15. 1st plan check returned to the City 12/30/15. Issued permit 3697 on 9/14/17.	Inspect work improvements as scheduled.
Gallery at Indian Springs	Jefferson St / Westward Ho Drive	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 1/10/18. Completed 2nd plan check and returned to the Engineer 1/25/18. Plans approved 1/31/18.	Inspect work improvements as scheduled.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Gallery Homes Tract -Indian Palms	Monroe & Avenue 50	Gallery Homes has recently purchased the 106 lots. Staff has inspected the site and prepared a list of improvements that need to be made prior to issuing connection permits. Plans submitted for home plans. Reviewed 1st plan check and returned back to the city on 6/4/2014. 2nd plan check returned to city 7/7/14. Model plans approved and returned to the City 8/22/14. New homes currently under construction.	Inspect work improvements as scheduled.
Haciendas II Tract 31975 -137 Lot Subdivision	North of Avenue 43 & East of Golf Center	Provide info to the engineer performing due diligence for a developer. The subdivision was formerly owned by Beazer Homes. The subdivision is in AD 2004-VSD. Received Architectural plans 12/31/15 for 1st check. 1st check complete and returned to City 2/11/16. Mainline repairs complete. Maintenance Bond start date: 07/13/16.	Inspect laterals as requested by builder.
Hampton Inn	TBD - Spectrum St/Atlantic Ave	Plans submitted for new 93 room, 4 story hotel. Completed 1st plan check and returned to the City. Plans approved and returned to the City 8/30/18. Issued permit 3776 on 10/12/18.	Inspect work improvements as scheduled.
Hampton Inn Sewer Main Extension	North West Corner of Spectrum St and Atlantic Ave	Plans submitted for the extension of a public sewer main for Hampton Inn at Atlantic Ave. Plan check fees paid 7/11/18. Completed 2nd plan check and returned plans to the engineer 8/9/18. Plans approved and returned to engineer 8/27/18.	Inspect work improvements as scheduled.
Indio Mall Fire Rebuild	82011 Highway 111/ Monroe Street	Plans submitted for existing building TI. Plans approved and returned to the City 8/29/18. Issued permit 3769 on 9/18/18.	Inspect work improvements as scheduled.
Indio Palms Sewer Main Extension	South East Corner of Avenue 42 and Monroe St	Plans submitted for the extension of a private sewer main for Indio Palms at Spectrum Street. Plan check fees paid 2/1/18. Completed 1st plan check and returned plans to engineer 2/21/18. Completed 2nd plan check and returned plans to engineer 3/20/18. Plans approved and returned to engineer 5/10/18.	Waiting on developer bonds for sewer agreement.
Jackson Street Liquor Store	44350 Jackson Street/Ruby Avenue	Plans submitted existing building TI. Plans approved and returned to the City 4/29/19.	Waiting for owner to process permit paperwork.
Jesus Yvette Salon - TI	45785 Towne Street/Hwy 111	Plans submitted for tenant TI. Completed 1st plan check and returned to the City 9/22/17. Plans approved and returned to the City 10/10/17.	Waiting for owner to process permit paperwork.
John Nobles Apartments	TBD - Rubidoux Street/John Nobles Ave	Plans submitted new apartment complex. Completed 1st plan check and returned to the City 2/27/19.	Perform 2nd plan check upon plan resubmittal.
Marshalls TI	42400 Jackson Street, Avenue 42	Plans submitted for existing shell building TI. Plans approved and returned to the City 11/15/18. Issued permit 3797 on 1/2/19.	Inspect work improvements as scheduled.
Maya Cinemas	82900 Avenue42/Jackson Street	Plans submitted for construction of new building for theater. Completed 1st plan check and returned to the City 2/13/19.	Perform 2nd plan check upon plan resubmittal.
Mex-American Tax Services	44250 Monroe St. / South of Indio Blvd	Plans submitted for an office addition, Returned 1st plan check back to City on 1/21/2014. Received 2nd submittal 3/13/2014. 2nd plan check completed and returned to the city on 3/31/2014. Received 3rd submittal 4/21/14. Reviewed, approved and returned plans back to the city on 5/15/2014. Issued permit 3518 on 8/4/15. Permit expired with the City.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 30	Plans submitted for casita addition and storage building. Plans approved and returned to the City 2/28/19.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 145	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/9/19.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 168	Plans submitted for casita addition and storage building. Plans approved and returned to the City 8/22/18.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 170	Plans submitted for casita addition and storage building. Plans approved and returned to the City 6/7/18.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 198	Plans submitted for casita addition and storage building. Plans approved and returned to the City 4/27/18. Issued permit 3748 on 5/18/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 225	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/8/19.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 305	Plans submitted for casita addition and storage building. Plans approved and returned to the City 4/18/19. Issued permit 3819 on 5/29/19.	Inspect work improvements as scheduled.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 318	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/23/19. Issued permit 3820 on 6/3/19.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 320	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/9/19.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 342	Plans submitted for casita addition and storage building. Plans approved and returned to the City 3/28/19.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 354	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/2/18. Issued permit 3751 on 6/7/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 366	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/2/18. Issued permit 3752 on 6/7/18.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 245	Plans submitted for shade structure with outdoor kitchen. Plans approved and returned to the City 5/15/18.	Waiting for owner to process permit paperwork.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 308	Plans submitted for casita and shade structure with indoor kitchen and restroom. Plans approved and returned to the City 11/20/18. Issued permit 3796 on 1/2/19.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 349	Plans submitted for shade structure with outdoor kitchen. Plans approved and returned to the City 5/29/18.	Waiting for owner to process permit paperwork.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 370	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 8/27/18. Issued permit 3770 on 9/26/18.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 371	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 6/27/18. Issued permit 3757 on 7/30/18.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 373	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 5/6/18.	Waiting for owner to process permit paperwork.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 417	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 5/6/18.	Waiting for owner to process permit paperwork.
Octavio Rosales SFD	43645 Saguaro Street/Avenue 44	Plans submitted for new SFD. Completed 1st plan check and returned to the City 5/6/18.	Perform 2nd plan check upon plan resubmittal.
One Stop Shop Grease Interceptor Install	84051 Indio Blvd/Van Buren Street	Preliminary plan submitted for grease interceptor TI 4/19/19. Completed 1st plan check and returned to owner's representative 4/30/19.	Perform 2nd plan check upon plan resubmittal.
Paradiso Tract 31815	East of Monroe North of Ave 41	Model homes. No plan check is required. Permit and Inspection fees need to be paid.	Perform inspection upon payment of required fees.
Parcel Map 36215	Dr. Carreon west of Van Buren	Civil plans submitted for 1st plan check. Plans approved and returned to the Engineer 1/18/18. Issued permit 3718 on 1/23/18.	Inspect work improvements as scheduled.
Raspados Esmeralda - TI	81106 Hwy 111, 4B/Madison Street	Plans submitted for building TI. Completed 1st plan check and returned to the City 6/3/19.	Perform 2nd plan check upon plan resubmittal.
Regal Indio Metro 8 TI	81725 Highway 111	Plans submitted for TI of Metro 8 theater building. Completed 1st plan check and returned to the City 1/31/18.	Perform 2nd plan check upon plan resubmittal.
Sater's Apartment Complex / Avenue 44 Easement	Between Avenue 44 & Market St West of Jackson	VSD met with the Developer of an apartment complex and discussed sewer main connection options for the developer to tie into. Plans submitted for 6 building, 60 unit apartment complex. 3rd plan check returned to city 6/28/16. Plan approved and returned to the City 5/18/17. bonds and development agreement have been signed and recorded. Waiting for developer to finalize easement and permit project.	Waiting for owner to process permit paperwork.
Shadow Hills Plaza Ste F-102 TI	82900 Avenue 42/Jackson St	Plans submitted for existing building TI. Completed 1st plan check and returned to the City 6/15/18.	Perform 2nd plan check upon plan resubmittal.
Terra Lago Four Seasons Tract 32341-3	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Working on getting the development agreement recorded. Bonds have been submitted. Construction work is in progress. Warranty Bond Released 5/10/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-4	North of Avenue 44 & East of Harrison	37 Lot Residential Tract Development. Plans submitted for plan check #1. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. Plans approved and Fees paid. Warranty Bond Released 5/10/19.	Inspect work improvements as scheduled.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Terra Lago Four Seasons Tract 32341-5	North of Avenue 44 & East of Harrison	50 Lot Residential Tract Development. Plans submitted for 1st plan check. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. 3rd plan check returned 3/10/2014. Plans approved June 3, 2014. Warranty Bond Released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-6	North of Avenue 44 & East of Harrison	Plans submitted for plan check review on the next phase of development. 1st plan check ready to be picked up. Plans Approved 2/9/16. Performance Bond Released 3/20/2017. Warranty Bond released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-7	North of Avenue 44 & East of Harrison	Civil plans submitted plan check. Plans approved and returned to the Engineer 7/11/17. Issued permit 3715 on 1/29/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-8	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 12/4/17.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-9	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-10	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-11	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 12/12/18. Plans Approved 1/23/19.	Waiting for owner to process permit paperwork.
Terra Lago Four Seasons Tract 32462	North of Avenue 44 & East of Harrison	19 Lot Residential Tract Development. Plans submitted for 1st plan check. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. Plans revised and resubmitted due to field issues. Warranty Bond Released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32462-2	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Development agreement has been recorded. Bonds have been submitted. Construction work is in progress.	Inspect work improvements as scheduled.
The Daily Grind Coffee - TI	45810 Fargo Street/Hwy 111	Plans submitted for tenant TI. Plans approved and returned to the City 1/24/18. Issued permit 3737 on 3/9/18.	Inspect work improvements as scheduled.
Tower Market Gas Station	84417 Indio Blvd, Avenue 48	Plans submitted for gas station and convenience store. Plans approved and returned to the City 1/29/19. Issued permit 3803 on 2/4/19.	Inspect work improvements as scheduled.
Tractor Supply TI	42625 Jackson Street #100	Plans submitted for TI of existing building. Plans approved and returned to the City 2/5/19. Issued permit 3810 on 3/26/19.	Inspect work improvements as scheduled.
Ultra Beauty Supply - TI	42300 Jackson Street/Avenue 42	Plans submitted for building TI. Completed 1st plan check and returned to the City 5/22/19.	Perform 2nd plan check upon plan resubmittal.

Valley Sanitary District
Combined Monthly Account Summary
 May 2019 (UNAUDITED)

Account Description	Current Month	Fiscal YTD	Annual Budget	% Expended	Balance
Operating Expenses					
Salaries	226,308	2,266,880	2,496,500	91 %	229,620
Callout	249	10,789	7,000	154 %	(3,789)
Group dental/vision	1,694	19,433	26,100	74 %	6,667
Group disability	1,033	11,230	12,300	91 %	1,070
Group health	30,847	349,775	433,600	81 %	83,825
Group life	475	5,153	5,900	87 %	747
Longevity	2,815	32,169	35,200	91 %	3,031
Overtime	716	26,088	15,500	168 %	(10,588)
Payroll taxes	17,121	174,681	195,600	89 %	20,919
Retirement	17,066	214,508	272,000	79 %	57,492
Standby	2,600	31,958	35,000	91 %	3,042
Workers comp	3,480	40,876	48,800	84 %	7,924
Certifications	582	3,164	8,100	39 %	4,936
Chemicals	30,415	296,639	366,030	81 %	69,391
Clothing/Safety	4,332	29,911	38,400	78 %	8,489
Comprehensive insurance	0	293,286	295,000	99 %	1,714
Contract services	19,486	337,150	550,085	61 %	212,935
County charges	549	18,295	22,000	83 %	3,705
Directors' fees	6,250	38,000	36,500	104 %	(1,500)
Electricity	39,662	439,133	509,300	86 %	70,167
Gas/Oil	0	29,602	52,000	57 %	22,398
Memberships/Subscriptions	376	29,403	37,385	79 %	7,982
Natural gas	155	4,304	4,000	108 %	(304)
Office expense	947	18,153	16,000	113 %	(2,153)
Operating supplies	12,906	110,016	153,100	72 %	43,084
Other expenses	214	18,404	30,000	61 %	11,596
Permits & fees	0	72,827	81,950	89 %	9,123
Pretreatment	0	0	1,000	0 %	1,000
Professional/Legal	48,964	287,463	404,840	71 %	117,378
Publications	0	1,407	4,500	31 %	3,093
Repairs/Maintenance	47,028	533,462	567,600	94 %	34,138
Research & monitoring	1,674	36,551	89,300	41 %	52,749
Small tools	2,003	14,207	17,750	80 %	3,543
Telephone	1,332	15,313	19,500	79 %	4,187
Trash collection	2,071	28,763	35,000	82 %	6,237
Travel/Mtgs/Ed	4,297	35,399	74,000	48 %	38,601
Water	1,676	15,633	27,500	57 %	11,867
Total Expenses	529,327	5,890,023	7,024,340	84 %	1,134,317

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Valley Sanitary District
Combined Monthly Account Summary
 May 2019 (UNAUDITED)

<u>Account Description</u>	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Budget</u>	<u>% Expended</u>	<u>Balance</u>
Capital Expenses					
Capital O & M Fund 11	18,446	312,529	400,000	78 %	87,471
Capital Replacement Fund 12	482,322	1,111,275	2,657,020	42 %	1,545,745
Capital Improvement Fund 13	0	0	211,240	0 %	211,240
Total Capital Expenses	500,768	1,423,804	3,268,260	44 %	1,844,456

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Valley Sanitary District
Monthly Income Summary
 May 2019 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
Revenues					
Sewer Service Chgs-Current	\$0	\$10,729,373	\$11,005,080	97 %	\$275,707
Sewer Service Chgs-Prior	\$0	\$37	\$0	0 %	(\$37)
Sewer Service Chgs-Penalties	\$0	\$0	\$1,000	0 %	\$1,000
Permit & Inspection Fees	\$1,540	\$24,600	\$10,000	246 %	(\$14,600)
Saddles/Disconnect Fees	\$0	\$160	\$0	0 %	(\$160)
Plan Check Fees	\$450	\$9,600	\$10,000	96 %	\$400
Other Services	\$0	\$0	\$1,800	0 %	\$1,800
Sale of Surplus Property	\$805	\$3,050	\$0	0 %	(\$3,050)
Taxes - Current Secured	\$182,419	\$696,610	\$700,000	100 %	\$3,390
Taxes - Current Unsecured	\$0	\$23,010	\$21,000	110 %	(\$2,010)
Taxes - Prior Secured	\$0	\$4,215	\$6,000	70 %	\$1,785
Taxes - Penalties	\$0	\$0	\$1,500	0 %	\$1,500
Supple Prop. Taxes - Current	\$1,679	\$4,481	\$7,000	64 %	\$2,519
Supple Prop. Taxes - Prior	\$0	\$0	\$3,200	0 %	\$3,200
Homeowners Tax Relief	\$2,056	\$4,992	\$6,000	83 %	\$1,008
Interest Income	\$0	\$334,058	\$140,000	239 %	(\$194,058)
Non-Operating Revenues - Fnd 11	\$0	\$960	\$500	192 %	(\$460)
Interest Income	\$0	\$383,277	\$0	0 %	(\$383,277)
Connection Fees	\$9,980	\$1,001,635	\$895,650	112 %	(\$105,985)
Interest Income	\$0	\$94,852	\$55,000	172 %	(\$39,852)
Total Revenues	\$198,929	\$13,314,911	\$12,863,730	104 %	(\$451,181)

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