



Board of Directors Regular Meeting
Tuesday, June 28, 2022 at 1:00 PM
Valley Sanitary District Board Room
45-500 Van Buren Street, Indio, CA 92201

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

Zoom link: <https://us06web.zoom.us/j/83142993451>

Meeting ID: 831 4299 3451

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

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

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

Page

1. CALL TO ORDER

1.1. Roll Call

1.2. Pledge of Allegiance

2. PUBLIC COMMENT

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

3. CONSENT CALENDAR

Consent calendar items are expected to be routine and noncontroversial, to be acted upon by the Board of Directors at one time, without discussion. If any Board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.

- | | | |
|------|---|---------|
| 3.1. | Approve Minutes for June 14, 2022, Regular Meeting and June 21, 2022, Special Meeting
3.1 14 Jun 2022 Meeting Minutes.pdf 
3.1 21 June 2022 Special Meeting Minutes.pdf  | 7 - 15 |
| 3.2. | Approve Warrants for June 9, 2022, through June 22, 2022
3.2 Warrants for June 28, 2022.pdf  | 16 - 17 |
| 3.3. | Monthly Financial Report for May 31, 2022
3.3 Staff Report Monthly Financial Report for May 2022.pdf 
3.3 Attachment A Monthly Income Statement - May 2022.pdf 
3.3 Attachment B Budget Variance Report.pdf 
3.3 Attachment C Summary of Cash and Investments - May 2022.pdf  | 18 - 23 |
| 3.4. | Receive and File Credit Card Report for May 31, 2022 | 24 - 31 |

[3.4 Staff Report Credit Card Statement May 2022.pdf](#) 

[3.4 Attachment A Credit Card Transaction May 2022.pdf](#) 

[3.4 Attachment B UMPQUA Statement May Redacted.pdf](#) 

- 3.5. Declare Surplus Equipment and Authorize Disposition as Appropriate 32 - 33

[3.5 Staff Report Authorize Surplus Equipment.pdf](#) 

[3.5 Attachment A Surplus Equipment.pdf](#) 

- 3.6. Adopt Regulations Regarding Payment of the Costs of Candidate Statements for the November 8, 2022, General Election 34 - 46

[3.6 Staff Report Specifying Payment of Candidate Statement.pdf](#) 

[3.6 Attachment A Special District Information Form.pdf](#) 

[3.6 Attachment B Letter_Valley Sanitary District.pdf](#) 

[3.6 Attachment C Special_District_Election Calendar_November 2022.pdf](#) 

[3.6 Attachment D Reso 2020-1134.pdf](#) 



4. NON-HEARING ITEMS

- 4.1. Approve Blanket Purchase Orders for the Listed Vendors and Amounts for the Fiscal Year 2022-23 in a Total Amount Not to Exceed \$1,039,699 47 - 49




[4.1 Staff Report Approve Blanket Purchase Orders FY 2023.pdf](#) 

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


- 4.2. Authorize General Manager to Execute a Professional Services Agreement with Townsend Public Affairs for State Legislative Advocacy Services in an Amount Not to Exceed \$60,000 for a 12-Month Period 50 - 122

[4.2 Staff Report State Legislative Advocacy Services.pdf](#) 
[4.2 Attachment A Rating Sheet State Legislative Services.pdf](#)  [4.2 Attachment B Townsend Public Affairs Proposal.pdf](#) 
[4.2 Attachment C Renne PPG Proposal.pdf](#) 
[4.2 Attachment D California Advocates Proposal.pdf](#) 
[4.2 Attachment E State Legislative Advocacy RFP 2022.pdf](#) 



- 4.3. Authorize General Manager to Execute a Professional Services Agreement with Engineering Solutions Services, Inc. for Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000 for a 12-Month Period 123 - 137

[4.3 Staff Report Engineering Solutions Services.pdf](#) 
[4.3 Attachment A ESS Information Brochure.pdf](#)  [4.3 Attachment B WIFIA Financial Assistance Summary.pdf](#) 

- 4.4. Authorize General Manager to Execute Supplement #1 to the Memorandum of Understanding for the Coachella Valley Salt and Nutrient Management Plan 138 - 156

[4.4 Staff Report CV-SNMP MOU First Supplement.pdf](#) 
[4.4 Attachment A CV-SNMP MOU First Supplement_Final.pdf](#) 
[4.4 Attachment B CV-SNMP Workplan MOU_FullyExecuted_20201215.pdf](#) 


- 4.5. Authorize General Manager to Execute Task Order Amendment #3 to Task Order No. 19-03 with Stantec Inc. for Additional Project Management & Inspection Services for a Total Not to Exceed Amount of \$27,216 157 - 160

[4.5 Staff Report Stantec Amendment No 3 to Task Order 19-03.pdf](#) 
[4.5 Attachment A Amendment 3_VSD_IPS_2022_06_17.pdf](#) 


- 4.6. Discuss Proposed Compensation Rate for Directors of the Valley Sanitary District Board and Set Public Hearing Date 161 - 169

[4.6 Staff Report Board Compensation.pdf](#) 

[4.6 Attachment A Board Compensation Codes.pdf](#) 

[4.6 Attachment B Board Member Compensation Comparison.pdf](#) 

[4.6 Attachment C ORD 2021-120 Board Compensation.pdf](#) 

[4.6 Attachment D Public Hearing Notice Board Compensation.doc](#) 

[4.6 Attachment D Public Hearing Notice Board Compensation.pdf](#) 

- 4.7. Discuss Proposals for a Health and Wellness Program and Provide Direction 170 - 179

[4.7 Review and Approve Health and Wellness Provider.pdf](#) 

[4.7 Attachment A RFP Scores.pdf](#) 

[4.7 Attachment B RFP - Wellness 2022.pdf](#) 

5. GENERAL MANAGER'S ITEMS

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

6. COMMITTEE REPORTS 180 - 182

[6.1 Community Engagement Minutes 9 Jun 2022.pdf](#) 

7. DIRECTOR'S ITEMS

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

8. INFORMATIONAL ITEMS

9. PUBLIC COMMENT

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

10. CONVENE IN CLOSED SESSION

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

10.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957(b)(1)
Title: General Manager

10.2. LABOR NEGOTIATIONS
Pursuant to Government Code Section 54957.6
Title: General Manager

11. CONVENE IN OPEN SESSION

Report out on Closed Session items

12. ADJOURNMENT

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

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

June 14, 2022

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, June 14, 2022, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

President Sear called the meeting to order at 1:02 p.m.

1.1 Roll Call

Directors Present:

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

Staff Present:

Beverli Marshall, Holly Gould, Jeanette Juarez, Dave Commons, Ron Buchwald, Tino Tijerina, Matthew Pittelli, Bob Hargreaves, Best Best & Krieger, and Craig Hayes, Best Best & Krieger

1.2 Pledge of Allegiance

1.3 June Employee Anniversaries

- Andy Boyd, Wastewater Operator III – 13 years
- Nick Castaneda, Collections System Tech II – 8 years
- Beverli Marshall, General Manager – 3 years

The Board of Directors thanked Andy, Nick, and Beverli of their years of service and continued commitment to Valley Sanitary District.

2. PUBLIC COMMENT

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

None.

3. CONSENT CALENDAR

3.1 Approve Minutes for May 24, 2022, Regular Meeting
Approve Revised Minutes from October 12, 2021 Regular Meeting

3.2 Approve Warrants for May 18, 2022, through June 8, 2022

3.3 Receive Quarterly Investments Report for Period Ending March 31, 2022

ACTION TAKEN:

MOTION: Director Duran motioned to approve the consent calendar as presented. Director Teague seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2022-3201

PUBLIC COMMENT

This is the time set aside for public comment on any item discussed in Closed Session.

None.

4. PUBLIC HEARING ITEMS

- 4.1 Adopt Resolution No. 2022-1164 Establishing Fees & Charges for District Services for Fiscal Year Ending June 30, 2023
- 4.2 Adopt Resolution No. 2022-1165 Establishing the Gann Appropriations Limit for Fiscal Year Ending June 30, 2023

President Sear asked Ms. Marshall to give a brief summary of the actions leading up to the Public Hearing. Ms. Marshall stated that in pursuant to Government Code Section 6062a, a notice of the Public Hearing was published in the Desert Sun newspaper on May 19, 2022 and May 26, 2022. President Sear read the procedures to be followed during the hearing and asked Ms. Marshall to summarize any written communications regarding proposed Resolutions 2022-1164 and 2022-1165. Ms. Marshall informed the Board that no written communication had been received. President Sear declared the Public Hearing open at 1:18 p.m. and asked Ms. Marshall to give a brief staff report which would be followed by any public testimony. Being no comments from the public, President Sear declared the Public Hearing closed at 1:22 p.m. Discussion took place on amending the fees and charges for District services and establishing the Gann appropriations limits for fiscal year 2022/23. It was the consensus of the board to adopt Resolution No. 2022-1164, Establishing Fees & Charges for District Services for Fiscal Year 2022-1164 and to adopt Resolution No. 2022-1165, Establishing the Gann Appropriations Limit for Fiscal Year 2022/23.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING FEES AND CHARGES FOR DISTRICT SERVICES FOR FISCAL YEAR 2022/23”

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ESTABLISHING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022/23”

ACTION TAKEN:

MOTION:

Secretary/Treasurer Coleman made a motion to adopt Resolution 2022-1164 establishing fees and charges for District Services for Fiscal Year 2022/23. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2022-1164

ACTION TAKEN:

MOTION:

Secretary/Treasurer Coleman made a motion to adopt Resolution 2022-1165 establishing the Gann annual appropriations limit for Fiscal Year 2022/23. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2022-1165

5. NON-HEARING ITEMS

5.1 Adopt Resolution 2022-1166 Approving the Comprehensive Budget for Fiscal Year 2022/23

The action for approval and adoption of the annual budget is completed in June of each calendar year. On April 19, 2022, the District held a detailed budget workshop and presentation for the Board of Directors to review and allow for modifications. The proposed Operating and Capital budgets for fiscal year 2022/23 are \$16,189,077 and \$33,545,663 respectively. The Operating budget encompasses such costs as salaries, operating supplies, loan payments, insurance premiums, and other overhead costs to run day-to-day operations. The Capital budget incorporates key projects to further advance the District’s Capital Improvement Program (CIP). There are 20 capital projects requested in the fiscal year 2022/23 that include the Recycled Water Project Phase I Design Build, the Influent Pump Station Rehabilitation Project and the Collection System Sewer Main Rehabilitation and Replacement Program. Staff believes the budget reflects a concentrated effort of fiscal responsibility while continuing the operating and capital requirements necessary to move the district forward in its mission of treating and recycling wastewater to ensure a healthy environment and sustainable water supply. Secretary Canero requested a change to a job title. Vice President Coleman commended staff on the hard work and process of producing the budget.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT ADOPTING THE OPERATION BUDGET AND CAPITAL BUDGET FOR FISCAL YEAR 2022/23”

ACTION TAKEN:

MOTION: Vice president Canero made a motion to adopt Resolution No. 2022-1166 approving the Operating and Capital Budget for Fiscal Year 2022/23. Director Duran seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
RESOLUTION NO. 2022-1166

5.2 Set a Public Hearing Date for July 26, 2022 – Determining Certain Accounts be Delinquent and Directing the Placement of these Accounts on the Property Tax Rolls for Collection

Annually, District staff review the outstanding invoices of all properties that have not paid their invoices for various fees. 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, recommended for July 26, 2022 the Board of Directors will adopt a resolution allowing the delinquent invoices to be placed on the property tax roll for collection.

ACTION TAKEN:

MOTION: Director Duran made a motion to approve a public hearing date for July 26, 2022, to consider placing delinquent service charges on the county tax rolls. Vice President Coleman seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2022-3202

5.3 Authorize General Manager to Execute Task Order No. 22-01 with Birdseye Planning Group for CEQA Requirements on the Westward Ho Sewer Siphon Replacement Project for a Total Not to Exceed Amount of \$23,915

In July 2018, the Board awarded a 5-year contract to Birdseye Planning Group to provide environmental and planning services to VSD for various as needed projects. Staff solicited a proposal from Birdseye Planning Group to perform an Initial Study / Mitigated Negative Declaration for the Westward Ho Sewer Siphon Replacement Project, a requirement to meet the CEQA regulatory process prior to going to construction. This project design has been finalized and permitted through CVWD and is awaiting approval from FEMA prior to going through the bidding and award process. Staff has reviewed the proposal and determined it meets the needs of this project and the CEQA requirements. Staff recommends authorizing Task Order No. 22-01 with Birdseye Planning Group for an amount not to exceed \$23,915.

ACTION TAKEN:

MOTION: Director Teague motioned to authorize the General Manager to execute Task Order No. 22-01 with Birdseye Planning Group for a not to exceed amount of

\$23,915. Vice President Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER No. 2022-3203

- 5.4 Authorize Increase in Purchase Order to Alfa Laval Inc. for the Purchase of the Sludge Spiral Heat Exchanger for a Total Not to Exceed Amount of \$66,458

On February 22, 2022, the Board approved the purchase a Sludge Spiral Heat Exchanger for an amount not to exceed \$61,110. However, the quote submitted to the Board in February did not include sales tax. To maintain integrity and transparency, staff requests \$5,348 to cover the sales tax due on the purchase.

ACTION TAKEN:

MOTION:

Director Duran motioned to authorize an increase in the purchase order with Alfa Laval Inc. for the Sludge Spiral Heat Exchanger for a total Not to Exceed Amount of \$66,458. Vice President Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Duran, Sear

NOES: Coleman, Teague

MINUTE ORDER NO. 2022-3204

6. GENERAL MANAGER'S ITEMS

- 6.1 Monthly General Manager's Report – April 2022

Beverli Marshall, General Manager, notified the Board that she had just received word that Senator Padilla has forwarded on the District's Recycled Water Master Plan on for considerations for Community Project Funding. Secretary/Treasurer Coleman thanked staff for streamlining the Development Services Report and the CIP Projects Update.

7. COMMITTEE REPORTS

- 7.1 Operations Committee Meeting – June 7, 2022

Director Duran and Ron Buchwald, Engineering Services Manager, gave a report on the Operations Committee Meeting held June 7, 2022. Committee discussed the Ammonia Removal Project, Influent Pump Station Project, and the Lift Station Assessment from Harris & Associates. Director Duran thanked James Mills, Operations Supervisor and Dave Commons, Facility Operations Manager for thorough explanation and helpful diagram for the Ammonia Removal Project.

8. DIRECTOR'S ITEMS

Secretary/Treasurer Coleman attended the new facility groundbreaking ceremony for Mission Springs Water District. President Sear wished Director Teague a happy birthday.

9. INFORMATIONAL ITEMS

None.

10. PUBLIC COMMENT

This is the time set aside for public comment on any item discussed in Closed Session.

None.

President Sear called for a short recess at 2:09 p.m. The Board of Directors reconvened at 2:19 p.m. Roll call was taken, and all Directors were present.

11. CONVENE IN CLOSED SESSION

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

11.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9 (one potential case – circumstances need not be disclosed pursuant to paragraph (1) of subdivision (e) of Government Code Section 54956.9)

11.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1)

Title: General Manager

11.3 LABOR NEGOTIATIONS

Pursuant to Government Code Section 54957.6

Title: General Manager

The Board adjourned to Closed Session at 2:20 p.m.

12. CONVENE IN OPEN SESSION

Report out on Closed Session items

The Board reconvened in open session at 3:58 p.m. Legal counsel stated nothing to report. The Board of Directors requested a Special Board Meeting for June 21, 2022 for a Closed Session.

12. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:01 p.m. The next regular Board meeting will be on June 28, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

**VALLEY SANITARY DISTRICT
MINUTES OF SPECIAL BOARD MEETING**
June 21, 2022

A special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, June 21, 2022, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:

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

Staff Present:

Jeanette Juarez, and Branden Rodriguez

1.2 Pledge of Allegiance

2. PUBLIC COMMENT

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

None.

3. CONVENE IN CLOSED SESSION

3.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957(b)(1)

Title: General Manager

3.2 LABOR NEGOTIATIONS

Pursuant to Government Code Section 54957.6

Title: General Manager

The Board adjourned to Closed Session at 1:01 p.m.

4. CONVENE IN OPEN SESSION

Report out on Closed Session items

The Board reconvened in open session at 2:16 p.m. Legal counsel stated nothing to report. The Board of Directors requested items 3.1 and 3.2 be added for Closed Session on the agenda for the board meeting of June 28, 2022.

5. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:17 p.m. The next regular Board meeting will be on June 28, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

DISBURSEMENTS
Approved at the Board Meeting of
June 28, 2022

40509 Mike Duran	2022 CSDA legislative days reimbursement	\$731.79
40510 Advanced Resources, LLC	Temp Lab Tech 5/9/22 to 6/5/22	\$7,068.00
40511 Alliance Protection	Access Control for 5/1/22-8/31/22	\$335.96
40512 Analytical Technology, Inc.	Autochem sample pump head assy, pump drive	\$800.76
40513 Associated Time Instruments	AOD Activity May 2022	\$292.63
40514 Automation Pride	Gate servicing	\$95.00
40515 Bank of New York Mellon Corporate Trust Dept.	VSD Wastewater Refunding Bonds 2015	\$1,800.00
40516 Best, Best & Krieger	Legal Services General for May 2022	\$5,324.68
40516 Best, Best & Krieger	Legal Services Energy Audit May 2022	\$9,976.40
40516 Best, Best & Krieger	Legal Services 2022 Install Sale Agree May 2022	\$160.00
40516 Best, Best & Krieger	Legal Services Energy Audit April 2022	\$1,420.20
40516 Best, Best & Krieger	Legal Services General April 2022	\$4,976.17
40517 Blackbaud, Inc.	FE NXT Web Purchasing Implementation	\$1,765.00
40518 Branden Rodriguez	Budget book supplies	\$88.60
40519 Calif. Water Environment Assn.	Membership Renewal	\$192.00
40519 Calif. Water Environment Assn.	Membership Renewal	\$192.00
40519 Calif. Water Environment Assn.	Membership Renewal	\$192.00
40520 Caltest Analytical Laboratory	Weekly Samples NPDES 2015-2020	\$383.30
40520 Caltest Analytical Laboratory	Weekly Samples NPDES 2015-2020	\$163.85
40520 Caltest Analytical Laboratory	Monthly samples	\$918.65
40520 Caltest Analytical Laboratory	Monthly samples	\$180.50
40521 Carquest Auto Parts	Auto Parts for May 2022	\$549.83
40522 Cintas Corp	Uniforms mats towels and etc - 06/09/2022	\$511.40
40522 Cintas Corp	Uniforms, mats towels and etc 06/03/2022	\$495.29
40523 Coachella Valley History Museum	Silver level sponsorship - Day of the Dead	\$2,500.00
40524 Core-Rosion Products	Expansion Joint & Butterfly Valve Kit	\$11,031.50
40525 CV Strategies	Strategic CommService May 2022	\$12,212.50
40526 Davis Farr LLP	First progress billing for annual audit FY ending 6/30/2022	\$4,000.00
40527 Desert Arc	Landscaping services - June 2022	\$840.00
40528 Desert Hose & Supply	Camlock, Nozzle, Paint Marker	\$92.27
40529 Diamond Environmental Services, LP	Portable Restroom Rental 6/13/22 to 7/10/22	\$277.32
40530 Dudek & Associates, Inc.	Plant watermain replacement - May 2022 Services	\$8,176.54
40531 E. S. Babcock & Sons, Inc.	Weekly samples - VSD WWTP	\$244.74
40532 Eisenhower Occupational Health	DOT Exam	\$50.00
40533 EOA, Inc.	VSD Pretreatment Program Assistance - April 2022	\$8,471.75
40534 Facilities Protection Systems	Preventative maintenance agreement - 7/1/2022-6/30/2023	\$4,200.00
40535 Grainger	Gloves	\$252.09
40535 Grainger	Recessed LED Lamp	\$26.76
40535 Grainger	Tools	\$286.90
40535 Grainger	Battery	\$148.11
40535 Grainger	Oil	\$188.38
40535 Grainger	Leather gloves	\$339.83
40535 Grainger	Safety sign	\$25.72
40535 Grainger	Bit holder	\$15.62
40536 Grant Fournier	Tuition reimbursement - 2/7/2022-6/2/2022	\$39.00
40537 Hach Company	Ammonia TNT+	\$425.38
40538 Harris & Associates	PADM Infrastructure Phase 3 - May 2022 Services	\$83,034.30
40539 Healthy Futures, Inc.	Wellness Program for May 2022	\$1,500.00
40540 Innovative Document Solutions	Monthly Maintenance for Copy Machine	\$35.53
40541 Innovative Federal Strategies LLC	Federal advocacy - May 2022	\$6,100.00
40542 Jeanette Juarez	Travel Reimbursment GFOA	\$380.02
40543 Kaman Industrial Technologies	Bearing fitting tool	\$1,280.67
40544 Lawson Products, Inc.	Restock Parts	\$1,583.43
40545 Liebert Cassidy Whitmore	ERC membership 7/1/2022-6/30/2023	\$5,615.00
40546 Lock Shop	keys and ID tags	\$53.28
40547 Master's Refreshment Services LLC	Bottled Water Delivery	\$221.00
40548 McMaster-Carr Supply Co.	PVC Washdown Enclosure	\$38.78
40548 McMaster-Carr Supply Co.	Bolt Kit	\$158.83
40549 NBS Government Finance Group	Sewer Rate Study Consulting - April 2022	\$1,550.00
40550 NeoGov	Neogov 2/14/2022-02/13/2023	\$8,916.03
40551 Pitney Bowes, Inc.	Lease of postage machine - 4/1/2022-6/30/2022	\$170.37
40552 Plumbers Depot Inc.	Replacement screen, clear bowl, seal, tubing, pillow block	\$1,713.43
40553 Polydyne, Inc.	Polymer delivery - 6/6/2022	\$8,543.27
40554 Rudy's Pest Control	General pest - June 2022	\$200.00
40555 SC Fuels	Fuel delivery - 06/03/2022	\$4,395.03
40556 Southwest Networks, Inc.	Labor charges - May 2022	\$546.25
40556 Southwest Networks, Inc.	Guardian bdr storage - 07/2022	\$699.00
40557 Swains Electric Motor Service	Bar screen motor overhaul	\$1,163.26
40558 The Greater Coachella Valley Chamber of Commerce	Annual membership	\$760.00
40559 Thomas Scientific	Graduated cylinder 500ml	\$290.94

40560 Tino Tijerina	Advanced wastewater treatment	\$250.00
40561 Tops 'N Barricades Inc.	Fire decals	\$29.36
40561 Tops 'N Barricades Inc.	Fire decals	\$84.72
40562 Underground Service Alert	Dig Alerts June 2022	\$221.20
40562 Underground Service Alert	Board Fee June 2022	\$58.07
40563 United Refrigeration Inc.	R401A refrigerant	\$619.39
40564 United States Treasury	Form 720 2nd Quarter	\$13.95
40565 United Way of the Desert	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$20.00
40566 Univar Solutions	Sodium hypo delivery - 6/2/2022	\$10,356.16
40567 USA Blue Book	Settleometer 1.3L	\$361.86
40568 VWR International, Inc.	Flask heavy tube 100ML	\$1,159.70
40569 Yellow Mart	Boot purchases	\$919.64
202206132 Frontier Communications	Telephone service - June 2022	\$324.75
202206162 City of Coachella	Water - June 2022	\$245.03
202206163 Purchase Power	Refill postage meter	\$208.99
202206171 Paychex - Direct Deposit	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$82,555.90
202206172 Paychex - Garnishment	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$210.46
202206173 Paychex - Tax	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$39,700.96
202206174 Vantage Point Transfer Agents - ICMA	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$1,470.00
202206175 CalPERS 457	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$970.00
202206176 CalPERS Retirement	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$21,140.46
202206177 MassMutual	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$10.00
202206178 Nationwide Retirement Solution	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$1,675.00
202206201 SoCal Gas	Gas service - May 2022	\$201.03
202206221 Umpqua Bank	New charges - May 2022	\$15,208.38
220206174 Paychex - Fee	PR 05/27/2022 - 06/09/2022 PD 06/17/2022	\$250.47
Totals		\$399,672.32



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Jeanette Juarez, Business Services Manager

SUBJECT: Monthly Revenue & Expense Report for the Period Ending May 31, 2022

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

Executive Summary

The purpose of this report is to present the monthly revenue and expenses to the Board and the public for the District for the month of May 2022.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5: Long-Term Financial Strength.

Fiscal Impact

There is no fiscal impact from this report.

Background

The adopted operating and capital budget for the fiscal year 2021/22 includes \$15,850,108 in revenues and \$10,967,155 in operating expenditures.

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

Year to Date Summary

- As of May 31, 2022, the District has recorded \$20,132,946 in revenue. The revenues are \$5,603,680 or 38.6% above the annual budget. The variance is attributed to revenues incurred from connection fees for two (2) new apartment developments.
- As of May 31, 2022, the District has incurred \$8,669,237 in expenditures. The District’s expenditures are \$1,383,988 or 13.8% under the FYTD straight line budget.

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

FUND	UNAUDITED FUND BALANCE AS OF 5/31/2022
OPERATING FUND (FUND 11)	\$ 27,337,242
SPECIAL REVENUE FUND (FUND 11 AND FUND 6)	1,063,408
FIDUCIARY FUND (FUND 4)	735,759
CAPITAL IMPROVEMENT FUND (FUND 13)	11,040,166
RESTRICTED CIP FUND (FUND 12)	25,185,070
TOTAL	\$ 65,361,645

Recommendation

Staff recommends that the Board receive and file the Revenue and Expense report for the period ending May 2022.

Attachments

- Attachment A: Monthly Income Summary for May 2022
- Attachment B: Budget Variance Report for May 2022
- Attachment C: Summary of Cash and Investments for May 2022

Valley Sanitary District

Monthly Income Summary

May 2022 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
Revenues					
Sewer Service Chgs-Current	\$1,885	\$14,853,054	\$13,550,998	110 %	(\$1,302,056)
Permit & Inspection Fees	\$3,010	\$37,180	\$30,355	122 %	(\$6,825)
Plan Check Fees	\$450	\$11,450	\$11,671	98 %	\$221
Other Services	\$410	\$3,610	\$0	0 %	(\$3,610)
Sale of Surplus Property	\$0	\$18,247	\$18,115	101 %	(\$132)
Taxes - Current Secured	\$444,586	\$998,555	\$1,002,212	100 %	\$3,657
Taxes - Current Unsecured	\$0	\$34,714	\$61,266	57 %	\$26,552
Taxes - Prior Secured	\$0	\$8,468	\$0	0 %	(\$8,468)
Supple Prop. Taxes - Current	\$0	\$123	\$9,196	1 %	\$9,073
Supple Prop. Taxes - Prior	\$0	\$11,256	\$8,328	135 %	(\$2,928)
Homeowners Tax Relief	\$2,334	\$5,668	\$0	0 %	(\$5,668)
Interest Income	\$939	\$37,517	\$140,906	27 %	\$103,389
Unrealized gains (losses)	\$4,285	(\$37,429)	\$0	0 %	\$37,429
Rebate Income	\$0	\$2,100	\$0	0 %	(\$2,100)
Non-Operating Revenues - Fnd 11	\$0	\$63,565	\$451	14,094 %	(\$63,114)
Interest Income	\$0	\$49,628	\$0	0 %	(\$49,628)
Connection Fees	\$217,671	\$4,019,089	\$991,610	405 %	(\$3,027,479)
Interest Income	\$0	\$16,150	\$25,000	65 %	\$8,850
Total Revenues	\$675,571	\$20,132,946	\$15,850,108	127 %	(\$4,282,838)

Valley Sanitary District
Budget Variance Report
May 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			Percentage Remaining
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	YTD Budget	Favorable (Unfavorable)	
Revenues:								
Operating Revenue	14,602,749	223,426	1,216,896	(993,470)	18,942,630	13,385,853	5,556,776	-29.7%
Non-Operating Revenue	1,247,359	452,145	103,947	348,198	1,190,316	1,143,412	46,904	4.6%
Total Operating Revenue	15,850,108	675,571	1,320,842	(645,272)	20,132,946	14,529,266	5,603,680	-27.0%
Operating Expenses:								
Salaries And Wages	3,103,501	247,456	258,625	11,169	2,746,892	2,844,876	97,983	11.5%
Director Fee/Payroll Tax-Board	61,756	5,100	5,146	46	52,700	56,610	3,910	14.7%
Bonus, Awards, Recertification	9,020	100	752	652	8,571	8,268	(303)	5.0%
Overtime	32,900	925	2,742	1,816	14,799	30,158	15,359	55.0%
Callout	10,500	294	875	581	6,427	9,625	3,198	38.8%
Standby Pay	54,390	4,404	4,533	129	45,267	49,858	4,591	16.8%
Longevity	41,600	2,954	3,467	513	33,508	38,133	4,625	19.5%
Retirement Contributions	362,072	16,583	30,173	13,589	257,914	331,899	73,986	28.8%
Fica And Medicare	269,940	26,807	22,495	(4,312)	211,984	247,445	35,461	21.5%
Life Insurance	8,527	590	711	120	6,159	7,816	1,657	27.8%
Health Insurance	539,639	47,601	44,970	(2,631)	471,546	494,669	23,123	12.6%
Dental Insurance	41,864	3,481	3,489	7	34,018	38,375	4,357	18.7%
Vision Insurance	11,160	645	930	285	6,806	10,230	3,424	39.0%
Long Term Disability	9,682	847	807	(40)	8,747	8,875	129	9.7%
Accounting Services-Admin	87,707	2,347	7,309	4,962	70,518	80,398	9,880	19.6%
Certifications	21,135	321	1,761	1,440	8,796	19,374	10,578	58.4%
Chemicals	464,521	27,970	38,710	10,740	362,234	425,811	63,577	22.0%
Comprehensive Insurance	340,993	28,959	28,416	(543)	302,268	312,577	10,309	11.4%
Conferences/ Meetings	178,050	3,749	14,838	11,089	93,789	163,213	69,424	47.3%
Contracts	1,269,578	107,542	105,798	(1,744)	759,255	1,163,780	404,525	40.2%
County Expense	25,000	1,111	2,083	973	21,890	22,917	1,026	12.4%
Covid-19 Supplies	34,000	-	2,833	2,833	2,951	31,167	28,216	91.3%
Election Expense	-	-	-	-	-	-	-	-
Electric	789,488	52,106	65,791	13,685	652,986	723,697	70,711	17.3%
Gas, Oil & Fuel	52,000	5,220	4,333	(886)	39,872	47,667	7,795	23.3%
Grit & Screening Removal	31,865	2,461	2,655	194	24,380	29,210	4,830	23.5%
Legal Services	75,625	10,301	6,302	(3,999)	64,396	69,323	4,927	14.8%
Loan Repayment	1,018,873	84,906	84,906	-	933,967	933,967	-	8.3%
Medical Services	27,143	1,550	2,262	712	16,948	24,881	7,934	37.6%
Memberships	58,742	4,710	4,895	185	52,611	53,847	1,236	10.4%
Misc. Professional Services	95,392	4,261	7,949	3,688	69,300	87,443	18,142	27.4%
Natural Gas	6,000	201	500	299	4,324	5,500	1,176	27.9%
Office Supplies	22,300	1,453	1,858	405	16,100	20,442	4,342	27.8%
Opeb Contribution	57,253	44,726	4,771	(39,955)	55,301	52,482	(2,820)	3.4%
Other Expenses	62,345	564	5,195	4,632	20,486	57,150	36,664	67.1%
Permits & Fees	105,750	4,840	8,813	3,973	32,215	96,938	64,722	69.5%
Projects	379,434	24,471	31,620	7,148	291,060	347,815	56,754	23.3%
Publications	2,500	344	208	(136)	2,144	2,292	148	14.2%
Repairs & Maintenance	642,010	27,147	53,501	26,354	494,579	588,509	93,930	23.0%
Research & Monitoring	100,000	6,131	8,333	2,203	63,217	91,667	28,450	36.8%
Supplies	240,840	9,190	20,070	10,880	148,685	220,770	72,085	38.3%
Telephone/Internet	34,569	2,496	2,881	385	27,732	31,688	3,956	19.8%
Tools & Equipment	37,000	1,963	3,083	1,121	18,215	33,917	15,701	50.8%
Tuition Reimbursement	12,000	233	1,000	767	4,533	11,000	6,467	62.2%
Uniform Services	40,720	3,020	3,393	374	25,889	37,327	11,437	36.4%
Water	27,358	1,995	2,280	285	23,261	25,078	1,817	15.0%
Workers Compensation	70,413	5,293	5,868	575	59,997	64,545	4,548	14.8%
Total Operating Expenses (Before Depreciation)	10,967,155	829,366	913,930	84,564	8,669,237	10,053,225	1,383,988	21.0%
Operating Expenses in Excess of Operating Revenue				(153,795)		11,463,709		

Valley Sanitary District
Budget Variance Report
May 2022

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY22 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Expenses:								
Wages	3,272,067	258,280	272,672	14,393	2,874,656	2,999,395	124,739	12.1%
Fringe Benefits	1,284,484	99,508	107,040	7,532	1,030,682	1,177,444	146,762	19.8%
Services	1,690,487	176,587	140,874	(35,713)	1,091,484	1,549,613	458,129	35.4%
Supplies and Materials	1,540,671	73,853	128,389	54,536	1,105,981	1,412,282	306,301	28.2%
Fuels and Lubricants	52,000	5,220	4,333	(886)	39,872	47,667	7,795	23.3%
Comprehensive Insurance	411,406	34,252	34,284	32	362,265	377,122	14,857	11.9%
Projects	379,434	24,471	31,620	7,148	291,060	347,815	56,754	23.3%
Utilities	854,711	56,764	71,226	14,462	704,951	783,485	78,534	17.5%
Loan Payments	1,018,873	84,906	84,906	-	933,967	933,967	-	8.3%
Permits and Fees	130,750	5,950	10,896	4,946	54,106	119,854	65,749	58.6%
Other	332,272	9,576	27,689	18,113	180,214	304,583	124,368	45.8%
Total Operating Expenses (Before Depreciation)	10,967,155	829,366	913,930	84,564	8,669,237	10,053,225	1,383,988	21.0%
Revenues:								
Operating Revenue	14,602,749	223,426	1,216,896	(993,470)	18,942,630	13,385,853	5,556,776	-29.7%
Non-Operating Revenue	1,247,359	452,145	103,947	348,198	1,190,316	1,143,412	46,904	4.6%
Total Revenue	15,850,108	675,571	1,320,842	(645,272)	20,132,946	14,529,266	5,603,680	-27.0%
Net Operating Gain (Loss)		(153,795)			11,463,709			

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 05/01/2022 TO 05/31/2022 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund	
Beginning Balance (Fund 4)	429,787
Net Transfer from (to) Fund 11	305,972
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.32%)	0
Fund 04 Ending Balance	<u>735,759</u>
LAIF Fund 6 - Wastewater Revenue Refunding Bonds	
Beginning Balance (Fund 6)	748
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.32%)	0
Fund 06 Ending Balance	<u>748</u>
LAIF Fund 11 - Operating Fund	
Beginning Balance (Fund 11)	19,475,220
Net Transfer from (to) Fund 04	(305,972)
Net Transfer from (to) Fund 06	0
Net Transfer from (to) Fund 12	626,727
Net Transfer from (to) Fund 13	(217,671)
Fund Transfer from (to) LAIF - WF	(1,355,000)
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.32%)	0
Fund 11 Ending Balance	<u>18,223,304</u>
LAIF Fund 12 - Reserve Fund	
Beginning Balance (Fund 12)	25,811,797
Net Transfer from (to) Fund 11	(626,727)
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.32%)	0
Fund 12 Ending Balance	<u>25,185,070</u>
LAIF Fund 13 - Capital Improvement Fund	
Beginning Balance	10,822,495
Connection Fees	217,671
(Disbursements) or Reimbursements	<u>0</u>
Net Transfer from (to) Fund 11	217,671
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.32%)	0
Fund 13 Ending Balance	<u>11,040,166</u>
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13	<u>55,185,047</u>

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance	2,912,513
Deposits	7,371,072
Fund Transfer from (to) LAIF (net)	1,355,000
Disbursements and Payroll	(2,534,647)
Wells Fargo Ending Balance	<u>9,103,938</u>

CALTRUST - FUND 11

Beginning Balance	1,057,435
Interest Income	939
Unrealized Gain / <Loss>	4,286
CalTRUST Ending Balance	<u>1,062,660</u>
TOTAL WELLS FARGO AND CALTRUST CHECKING	<u>10,166,598</u>
TOTAL CASH AND INVESTMENTS	<u>65,351,645</u>

The Board certifies the ability of the District to meet its expenditure requirements for the next six (6) months, as per Government Code 53646(b)(3).

This report is in compliance with the District's Investment Policy under Government Code 53646(b)(2).



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: Credit Card Statement for Period Ending May 31, 2022

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

Executive Summary

The purpose of this report is to present the credit card statement ending May 31, 2022, to the Board of Directors.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5: Long-Term Financial Strength.

Fiscal Impact

The total charges incurred for the credit card statement ending May 31, 2022, are \$15,208.38.

Background

The attached report summarizes the District’s credit card expenditures for the statement ending May 31, 2022.

Recommendation

Staff recommends that the Board receive and file the credit card report and statement for the period ending May 31, 2022.

Attachments

- Attachment A: Valley Sanitary District Credit Card Report May 2022
- Attachment B: Credit Card Statement May 2022

Diverted From Cardholder Name	Tran Date	Post Date	Merchant Name	MCC Description	Debits	Credits
ANNA BELL	5/4/2022	5/5/2022	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$64.86	
BEVERLI A MARSHALL	5/28/2022	5/29/2022	Palm Sp Desert Sun	Continuity/Subscription Merchants	\$9.99	
BEVERLI A MARSHALL	5/20/2022	5/22/2022	SHERATON	Sheraton	\$476.84	
BEVERLI A MARSHALL	5/20/2022	5/22/2022	INTERNATIONAL TRANS FEE	Computer Prgrmg Integtrd Sys Dsgn Dp	\$0.32	
BEVERLI A MARSHALL	5/20/2022	5/22/2022	VENNGAGE.COM	Computer Prgrmg Integtrd Sys Dsgn Dp	\$16.13	
BEVERLI A MARSHALL	5/18/2022	5/19/2022	PALM SPRINGS AIRPORT	Transportation Services Not Elsewhere	\$60.00	
BEVERLI A MARSHALL	5/16/2022	5/17/2022	THE UPS STORE 4781	Business Services Not Elsewhere Classi	\$78.04	
BEVERLI A MARSHALL	5/13/2022	5/13/2022	PAYPAL *QUICKYMARTL	Telecommunications Equipment Including	\$4.99	
BEVERLI A MARSHALL	5/9/2022	5/10/2022	PE SUBSCRIPTIONS	Advertising Services	\$10.00	
BRANDEN RODRIGUEZ	5/26/2022	5/27/2022	AMZN Mktp US*1R88L2D42	Book Stores	\$36.74	
BRANDEN RODRIGUEZ	5/25/2022	5/26/2022	AMZN Mktp US*G4KQ47X3	Book Stores	\$32.57	
BRANDEN RODRIGUEZ	5/25/2022	5/26/2022	OWPSACSTATE	Civic Social & Fraternal Associations	\$113.53	
BRANDEN RODRIGUEZ	5/23/2022	5/25/2022	WAL-MART #2181	Grocery Stores Supermarkets	\$40.71	
BRANDEN RODRIGUEZ	5/23/2022	5/24/2022	SO *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$77.25	
BRANDEN RODRIGUEZ	5/18/2022	5/19/2022	CSMFO	Charitable And Social Service Organiza	\$200.00	
DANIEL A MILLS	5/20/2022	5/22/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$43.47	
DANIEL A MILLS	5/19/2022	5/20/2022	RSD-THOUSAND PALMS#62	Plumbing And Heating Equipment And Sup	\$210.71	
DAVE COMMONS	5/10/2022	5/11/2022	AMZN Mktp US*1L4W83QN1	Book Stores	\$70.44	
DAVE COMMONS	5/7/2022	5/8/2022	AWWA.ORG	Charitable And Social Service Organiza	\$90.50	
DAVE COMMONS	5/3/2022	5/5/2022	FUEL DEPOT	Automated Gasoline Dispensers	\$70.29	
DAVE COMMONS	5/3/2022	5/4/2022	THE NUGGET OF GOLETA	Eating Places Restaurants	\$69.75	
DAVE COMMONS	4/29/2022	5/1/2022	OWPSACSTATE	Civic Social & Fraternal Associations	\$113.53	
DEBRA CANERO	5/20/2022	5/22/2022	SHERATON	Sheraton	\$476.84	
EDUARDO LUNA	5/13/2022	5/15/2022	RSD-THOUSAND PALMS#62	Plumbing And Heating Equipment And Sup	\$471.72	
EDUARDO LUNA	5/10/2022	5/12/2022	INTERNATIONAL TRANS FEE	Engineering Architectural & Surveying	\$6.15	
EDUARDO LUNA	5/10/2022	5/12/2022	PAYPAL *FOZMULALTD	Engineering Architectural & Surveying	\$307.50	
EDUARDO LUNA	5/5/2022	5/6/2022	RSD-THOUSAND PALMS#62	Plumbing And Heating Equipment And Sup	\$540.78	
HEBERTO MORENO	5/24/2022	5/25/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$96.00	
HEBERTO MORENO	5/15/2022	5/16/2022	APPLE.COM/BILL	Record Shops	\$2.99	
HOLLY GOULD	5/30/2022	5/31/2022	AMZN Mktp US*X00I89LQ3	Book Stores	\$65.22	
HOLLY GOULD	5/27/2022	5/29/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/27/2022	5/29/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/27/2022	5/29/2022	TRI-STATE SEMINAR	Schools & Educational Services Not Els	\$1,386.00	
HOLLY GOULD	5/26/2022	5/27/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/26/2022	5/27/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/26/2022	5/27/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/26/2022	5/27/2022	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$192.00	
HOLLY GOULD	5/26/2022	5/27/2022	PANDA EXPRESS 1528	Express Payment Services (Fast Food)	\$104.35	
HOLLY GOULD	5/26/2022	5/27/2022	PANDA EXPRESS 1528	Express Payment Services (Fast Food)	\$3.15	
HOLLY GOULD	5/25/2022	5/25/2022	Amazon.com*1R8975G10	Book Stores	\$616.28	
HOLLY GOULD	5/24/2022	5/25/2022	AMAZON.COM*1R8HH81R0 AMZN	Book Stores	\$110.32	
HOLLY GOULD	5/20/2022	5/22/2022	LIEBERTCASS	Legal Services Attorneys	\$475.00	
HOLLY GOULD	5/20/2022	5/22/2022	SHERATON	Sheraton	\$286.10	
HOLLY GOULD	5/19/2022	5/20/2022	AMAZON.COM*1R2KP19C1 AMZN	Book Stores	\$544.10	
HOLLY GOULD	5/14/2022	5/15/2022	AMZN Mktp US*1R3CE7NH1	Book Stores	\$298.85	
HOLLY GOULD	5/9/2022	5/10/2022	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$77.18	
HOLLY GOULD	5/3/2022	5/4/2022	AMZN Mktp US*106F56240	Book Stores	\$34.79	
HOLLY GOULD	4/28/2022	5/1/2022	EL MEXICALI CAFE	Eating Places Restaurants	\$163.06	
JEANETTE JUAREZ	5/19/2022	5/20/2022	J2 EFAX SERVICES	Continuity/Subscription Merchants	\$16.95	
JEANETTE JUAREZ	5/17/2022	5/19/2022	AROUND THE CLOCK CALL CTR	Miscellaneous & Specialty Retail Store	\$140.70	
JEANETTE JUAREZ	5/4/2022	5/5/2022	ADOBE ACROPRO SUBS	Computer Software	\$186.89	
JEANETTE JUAREZ	5/4/2022	5/5/2022	AMZN Mktp US*100Y82982	Book Stores	\$38.01	
JEANETTE JUAREZ	5/3/2022	5/4/2022	AMZN Mktp US*135RP8Q51	Book Stores	\$63.66	
JEANETTE JUAREZ	5/3/2022	5/4/2022	AMZN Mktp US*1Q1KN56R0	Book Stores	\$36.92	
JIMMY GARCIA	5/18/2022	5/20/2022	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$661.48	
JIMMY GARCIA	5/5/2022	5/6/2022	CHOICE BURGER	Eating Places Restaurants	\$37.87	
JIMMY GARCIA	5/4/2022	5/6/2022	HOMEDEPOT.COM	Home Supply Warehouse Stores	\$238.37	
JIMMY GARCIA	5/2/2022	5/4/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$18.75	
JIMMY GARCIA	5/2/2022	5/4/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$28.83	
JIMMY GARCIA	5/2/2022	5/4/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$45.69	
JIMMY GARCIA	4/28/2022	5/1/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$148.38	
MIKE DURAN	5/20/2022	5/22/2022	SHERATON	Sheraton	\$893.67	
RON BUCHWALD	5/5/2022	5/6/2022	BNP MEDIA SUB ENR-AR-NEWS	Books Periodicals And Newspapers	\$108.00	
SCOTT SEAR	5/20/2022	5/22/2022	SHERATON	Sheraton	\$546.84	
SCOTT SEAR	5/20/2022	5/22/2022	SHERATON	Sheraton	\$286.10	
SCOTT SEAR	5/20/2022	5/22/2022	SHERATON	Sheraton	\$371.11	
TINO TIJERINA	5/28/2022	5/30/2022	RADWELL INTERNATIONAL	Electrical Parts And Equipment	\$66.37	
TINO TIJERINA	5/25/2022	5/27/2022	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$247.62	
TINO TIJERINA	5/25/2022	5/27/2022	KSC & SON CORPORATION - G	Car Washes	\$19.99	
TINO TIJERINA	5/25/2022	5/26/2022	IN *EMERGENCY LITE SERVIC	Electrical Parts And Equipment	\$202.32	
TINO TIJERINA	5/20/2022	5/22/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$41.46	
TINO TIJERINA	5/20/2022	5/22/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$151.16	
TINO TIJERINA	5/19/2022	5/20/2022	RSD-THOUSAND PALMS#62	Plumbing And Heating Equipment And Sup	\$852.04	
TINO TIJERINA	5/19/2022	5/20/2022	SMART AND FINAL 718	Grocery Stores Supermarkets	\$21.29	
TINO TIJERINA	5/18/2022	5/20/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$45.61	
TINO TIJERINA	5/16/2022	5/18/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$10.20	
TINO TIJERINA	5/10/2022	5/12/2022	KSC & SON CORPORATION - G	Car Washes	\$30.00	
TINO TIJERINA	5/6/2022	5/8/2022	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$23.75	
TINO TIJERINA	5/3/2022	5/5/2022	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	5/3/2022	5/5/2022	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	5/3/2022	5/5/2022	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	5/3/2022	5/5/2022	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	5/3/2022	5/5/2022	KSC & SON CORPORATION - G	Car Washes	\$15.00	
TINO TIJERINA	4/29/2022	5/1/2022	UNIVERSAL BRAKES AND ALIG	Automotive Service Shops(Non-Dealer)	\$444.31	
Total					\$15,208.38	\$0.00

IMPORTANT INFORMATION

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

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

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

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

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

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

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

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

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

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

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

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

BILLING RIGHTS SUMMARY

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

In your letter, give us the following information:

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

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

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

Please use blue or black ink to complete form

NAME CHANGE

Last

First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

Cell Phone () - E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES

Signature _____

VALLEY SANITARY DISTRICT

Account Number: [REDACTED]

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Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/17	05/19	PPLN01	24412902138030024845167	AROUND THE CLOCK CALL CTR 888-711-1956 CA	\$140.70
05/19	05/20	PPLN01	24692162139100137756253	J2 EFAX SERVICES 323-817-3205 CA	\$16.95

Cardholder Account Summary

BEVERLI A MARSHALL #### #### #### 5986	Payments & Other Credits \$0.00	Purchases & Other Charges \$656.31	Cash Advances \$0.00	Total Activity \$656.31
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/09	05/10	PPLN01	24493982130083306747801	PE SUBSCRIPTIONS 951-368-9000 CA	\$10.00
05/12	05/13	PPLN01	24492152132894618242896	PAYPAL *QUICKYMARTL 402-935-7733 CA	\$4.99
05/16	05/17	PPLN01	24000972136263001927616	THE UPS STORE 4781 619-9206063 CA	\$78.04
05/18	05/19	PPLN01	24431062139400184660525	PALM SPRINGS AIRPORT PALM SPRINGS CA	\$60.00
05/20	05/22	PPLN01	24755422140261403050497	SHERATON 916-4471700 CA	\$476.84
05/20	05/22	PPLN01	74083422140000006560991	VENNGAGE.COM TORONTO ON	\$16.13
05/20	05/22	PPLN01	74083422140000006560991	INTERNATIONAL TRANS FEE	\$0.32
05/28	05/29	PPLN01	24692162148100274666975	Palm Sp Desert Sun 888-426-0491 IN	\$9.99

Cardholder Account Summary

RON BUCHWALD #### #### #### 6000	Payments & Other Credits \$0.00	Purchases & Other Charges \$108.00	Cash Advances \$0.00	Total Activity \$108.00
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/05	05/06	PPLN01	24445002125300565944165	BNP MEDIA SUB ENR-AR-NEWS 800-952-6643 MI	\$108.00

Cardholder Account Summary

HEBERTO MORENO #### #### #### 6026	Payments & Other Credits \$0.00	Purchases & Other Charges \$98.99	Cash Advances \$0.00	Total Activity \$98.99
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/15	05/16	PPLN01	24430992135828302638622	APPLE.COM/BILL 408-974-1010 CA	\$2.99
05/24	05/25	PPLN01	24801972145690097154640	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$96.00

Cardholder Account Summary

TINO TIJERINA #### #### #### 6034	Payments & Other Credits \$0.00	Purchases & Other Charges \$2,231.12	Cash Advances \$0.00	Total Activity \$2,231.12
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
04/29	05/01	PPLN01	24323042119045000028410	UNIVERSAL BRAKES AND ALIG INDIO CA	\$444.31
05/03	05/05	PPLN01	24269792124500653136653	KSC & SON CORPORATION - G INDIO CA	\$15.00
05/03	05/05	PPLN01	24269792124500653136737	KSC & SON CORPORATION - G INDIO CA	\$15.00
05/03	05/05	PPLN01	24269792124500653136810	KSC & SON CORPORATION - G INDIO CA	\$15.00
05/03	05/05	PPLN01	24269792124500653136992	KSC & SON CORPORATION - G INDIO CA	\$15.00
05/03	05/05	PPLN01	24269792124500653137073	KSC & SON CORPORATION - G INDIO CA	\$15.00
05/06	05/08	PPLN01	24943012127010184662536	THE HOME DEPOT #6874 INDIO CA	\$23.75
05/10	05/12	PPLN01	24269792131500662411478	KSC & SON CORPORATION - G INDIO CA	\$30.00
05/16	05/18	PPLN01	24943012137010186127213	THE HOME DEPOT #6874 INDIO CA	\$10.20
05/19	05/20	PPLN01	24943002140400513000017	RSD-THOUSAND PALMS#62 THOUSAND PALM CA	\$852.04

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/18	05/20	PPLN01	24943012139010177588603	THE HOME DEPOT #6874 INDIO CA	\$45.61
05/19	05/20	PPLN01	24231682140837000069601	SMART AND FINAL 718 COACHELLA CA	\$21.29
05/20	05/22	PPLN01	24943012141010181536925	THE HOME DEPOT #6874 INDIO CA	\$151.16
05/20	05/22	PPLN01	24943012141010181536917	THE HOME DEPOT #6874 INDIO CA	\$41.46
05/25	05/26	PPLN01	24692162145100326008997	IN *EMERGENCY LITE SERVIC 763-2925487 MN	\$202.32
05/25	05/27	PPLN01	24692162146100959948922	THE HOME DEPOT 6874 INDIO CA	\$247.62
05/25	05/27	PPLN01	24269792146500660263999	KSC & SON CORPORATION - G INDIO CA	\$19.99
05/28	05/30	PPLN01	24121572149610001822956	RADWELL INTERNATIONAL 800-3324336 NJ	\$66.37

Cardholder Account Summary

MIKE DURAN #### #### #### 6075	Payments & Other Credits \$0.00	Purchases & Other Charges \$893.67	Cash Advances \$0.00	Total Activity \$893.67
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/20	05/22	PPLN01	24755422140261403051057	SHERATON SACRAMENTO CA	\$893.67

Cardholder Account Summary

SCOTT SEAR #### #### #### 6109	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,204.05	Cash Advances \$0.00	Total Activity \$1,204.05
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/20	05/22	PPLN01	24755422140261403047899	SHERATON 916-4471700 CA	\$371.11
05/20	05/22	PPLN01	24755422140261403047923	SHERATON 916-4471700 CA	\$286.10
05/20	05/22	PPLN01	24755422140261403048525	SHERATON 916-4471700 CA	\$546.84

Cardholder Account Summary

EDUARDO LUNA #### #### #### 9557	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,326.15	Cash Advances \$0.00	Total Activity \$1,326.15
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/05	05/06	PPLN01	24943002126400513000031	RSD-THOUSAND PALMS#62 THOUSAND PALM CA	\$540.78
05/10	05/12	PPLN01	74198812131218725801224	PAYPAL *FOZMULALTD 35314369001	\$307.50
05/10	05/12	PPLN01	74198812131218725801224	INTERNATIONAL TRANS FEE	\$6.15
05/13	05/15	PPLN01	24943002134400519000092	RSD-THOUSAND PALMS#62 THOUSAND PALM CA	\$471.72

Cardholder Account Summary

BRANDEN RODRIGUEZ #### #### #### 9565	Payments & Other Credits \$0.00	Purchases & Other Charges \$500.80	Cash Advances \$0.00	Total Activity \$500.80
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/18	05/19	PPLN01	24559302138900019274936	CSMFO 916-2312137 CA	\$200.00
05/23	05/24	PPLN01	24692162143100591130775	SQ *TKB BAKERY & DELI gosq.com CA	\$77.25
05/23	05/25	PPLN01	24226382144360608255936	WAL-MART #2181 INDIO CA	\$40.71
05/25	05/26	PPLN01	24692162145100395796712	AMZN Mktp US*GY4KQ47X3 Amzn.com/bill WA	\$32.57
05/25	05/26	PPLN01	24492152145852275408957	OWPSACSTATE 916-278-6142 CA	\$113.53
05/26	05/27	PPLN01	24692162146100881945095	AMZN Mktp US*1R88L2D42 Amzn.com/bill WA	\$36.74

VALLEY SANITARY DISTRICT

Account Number: [REDACTED]

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Cardholder Account Summary

HOLLY GOULD ### ## 7260	Payments & Other Credits \$0.00	Purchases & Other Charges \$5,316.40	Cash Advances \$0.00	Total Activity \$5,316.40
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
04/28	05/01	PPLN01	24013392119003114116849	EL MEXICALI CAFE INDIO CA	\$163.06
05/03	05/04	PPLN01	24692162123100203659736	AMZN Mktp US*1Q6F56240 Amzn.com/bill WA	\$34.79
05/09	05/10	PPLN01	24445002130400198243390	WM SUPERCENTER #2181 INDIO CA	\$77.18
05/14	05/15	PPLN01	24692162134100944579570	AMZN Mktp US*1R3CE7NH1 Amzn.com/bill WA	\$298.85
05/19	05/20	PPLN01	24431062139083704191047	AMAZON.COM*1R2KP19C1 AMZN AMZN.COM/BILL WA	\$544.10
05/20	05/22	PPLN01	24755422140261403051685	SHERATON 916-4471700 CA	\$286.10
05/20	05/22	PPLN01	24492152140852044841426	LIEBERTCASS 310-981-2000 CA	\$475.00
05/24	05/25	PPLN01	24431062145083701399090	AMAZON.COM*1R8HH81R0 AMZN AMZN.COM/BILL WA	\$110.32
05/25	05/25	PPLN01	24692162145100766573476	Amazon.com*1R8975G10 Amzn.com/bill WA	\$616.28
05/26	05/27	PPLN01	24431062147838008995421	PANDA EXPRESS 1528 INDIO CA	\$3.15
05/26	05/27	PPLN01	24431062147838008210623	PANDA EXPRESS 1528 INDIO CA	\$104.35
05/26	05/27	PPLN01	24801972147690110869867	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/26	05/27	PPLN01	24801972147690110878835	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/26	05/27	PPLN01	24801972147690110883918	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/26	05/27	PPLN01	24801972147690110894071	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/27	05/29	PPLN01	24431062148207045800078	TRI-STATE SEMINAR 602-332-3174 CA	\$1,386.00
05/27	05/29	PPLN01	24801972148690118644436	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/27	05/29	PPLN01	24801972148690118651225	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$192.00
05/30	05/31	PPLN01	24692162150100387420158	AMZN Mktp US*XO0I89LQ3 Amzn.com/bill WA	\$65.22

Cardholder Account Summary

ANNA BELL ### ## 7278	Payments & Other Credits \$0.00	Purchases & Other Charges \$64.86	Cash Advances \$0.00	Total Activity \$64.86
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/04	05/05	PPLN01	24445002125400196589502	WM SUPERCENTER #2181 INDIO CA	\$64.86

Cardholder Account Summary

JIMMY GARCIA ### ## 7450	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,179.37	Cash Advances \$0.00	Total Activity \$1,179.37
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
04/28	05/01	PPLN01	24943012119010185158781	THE HOME DEPOT #6874 INDIO CA	\$148.38
05/02	05/04	PPLN01	24943012123010185127566	THE HOME DEPOT #6874 INDIO CA	\$45.69
05/02	05/04	PPLN01	24943012123010185126766	THE HOME DEPOT #6874 INDIO CA	\$28.83
05/02	05/04	PPLN01	24943012123010185127558	THE HOME DEPOT #6874 INDIO CA	\$18.75
05/04	05/06	PPLN01	24943012125010187291673	HOMEDEPOT.COM 800-430-3376 GA	\$238.37
05/05	05/06	PPLN01	24013392125000530782495	CHOICE BURGER ONTARIO CA	\$37.87
05/18	05/20	PPLN01	24692162139100181908545	THE HOME DEPOT 6874 INDIO CA	\$661.48

Cardholder Account Summary					
DANIEL A MILLS #### #### #### 8110		Payments & Other Credits \$0.00	Purchases & Other Charges \$254.18	Cash Advances \$0.00	Total Activity \$254.18

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/19	05/20	PPLN01	24943002140400513000165	RSD-THOUSAND PALMS#62 THOUSAND PALM CA	\$210.71
05/20	05/22	PPLN01	24943012141010181536941	THE HOME DEPOT #6874 INDIO CA	\$43.47

Cardholder Account Summary					
DAVE COMMONS #### #### #### 7327		Payments & Other Credits \$0.00	Purchases & Other Charges \$414.51	Cash Advances \$0.00	Total Activity \$414.51

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
04/29	05/01	PPLN01	24492152119852942644994	OWPSACSTATE 916-278-6142 CA	\$113.53
05/03	05/04	PPLN01	24692162124100392880449	THE NUGGET OF GOLETA GOLETA CA	\$69.75
05/03	05/05	PPLN01	24801972124839008117684	FUEL DEPOT SANTA BARBARA CA	\$70.29
05/07	05/08	PPLN01	24692162127100933275825	AWWA.ORG 303-347-6197 CO	\$90.50
05/10	05/11	PPLN01	24692162130100693603724	AMZN Mktp US*1L4W83QN1 Amzn.com/bill WA	\$70.44

Cardholder Account Summary					
DEBRA CANERO #### #### #### 2806		Payments & Other Credits \$0.00	Purchases & Other Charges \$476.84	Cash Advances \$0.00	Total Activity \$476.84

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
05/20	05/22	PPLN01	24755422140261403048541	SHERATON SACRAMENTO CA	\$476.84

Additional Information About Your Account
IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. YOUR ACCOUNT WILL BE AUTOMATICALLY PAID THROUGH A DIRECT DEBIT OF YOUR CHECKING OR SAVINGS ACCOUNT ON 06/10/22 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$15208.38

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$15,208.38
Cash									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 32		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
¹ FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: **Designate Identified Items as Surplus Equipment and Authorize Disposition as Appropriate**

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

Executive Summary

The purpose of this report is for the Board of Directors to review the list of surplus items.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 3.1: Facilities are managed using comprehensive long-range plans that are integrated with the financial plan

Fiscal Impact

None.

Background

Staff has identified obsolete equipment that is no longer useful in the operations of the District. There are 2 items that will be put up for sale through GovDeals.

Recommendation

Staff recommends that the Board of Directors designate identified items as surplus equipment and authorize disposition as appropriate.

Attachments

Attachment A: VSD Equipment Disposition Form



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors

FROM: Beverli A. Marshall, General Manager

SUBJECT: Adopt Regulations Regarding Payment of the Costs of Candidate Statements for the November 8, 2022, General Election

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

Executive Summary

The purpose of this report is for the Board to determine who will be responsible for payment of the candidates' election statements.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 6.6: Improve Governance.

Fiscal Impact

There is no fiscal impact from adopting the regulations if the Board continues with its current policy.

Background

In preparation for the upcoming November 8, 2022, General District Election, the County of Riverside Registrar of Voters sent a letter to the VSD providing the following information (Attachment B).

1. Notice of General District Election Form (Attachment A): This form must be completed and returned as soon as the Board adopts regulations regarding payment of the candidate's statement but no later than July 6, 2020.
2. The Estimated Cost of the Candidate Statement: The estimated cost of each candidate statement is \$500. Candidates may receive a bill or a refund for the difference depending on how many candidates file a candidate statement. Electronic distribution of a candidate statement cost is \$260.
3. Election Calendar (Attachment C).

Terms expire on December 2, 2022, for the following directors.

- Dennis Coleman, Division A
- Scott Sear, Division C

On June 23, 2020, the Board adopted Resolution No. 2020-1134 (Attachment D) specifying that payment of candidate statement fees is the responsibility of each candidate.

Recommendation

Staff recommends that the Board adopt regulations specifying that payment of the candidates' election statement is the responsibility of each candidate and that a General District Election notice be filed with the Registrar of Voters in compliance with Election Codes §§ 10509 and 10522 and Water Code § 71451 in preparation for the November 8, 2022, General District Election.

Attachments

- Attachment A: Notice of General Election Form
- Attachment B: Letter from Registrar of Voters
- Attachment C: Election Calendar
- Attachment D: Resolution No. 2020-1134

**NOTICE TO THE REGISTRAR OF VOTERS
(ELECTIONS CODE §§ 10509, 10522; W.C. § 71451)
GENERAL DISTRICT ELECTION, NOVEMBER 8, 2022**

DISTRICT: _____ **PHONE:** _____

ADDRESS: _____ **FAX:** _____

MAILING ADDRESS: _____ **E-MAIL:** _____

LIST NAMES OF DISTRICT DIRECTORS WHOSE TERMS EXPIRE ON DECEMBER 2, 2022

NAME OF DIRECTOR	DIVISION NUMBER (IF APPLICABLE)

The following section applies only if a Director(s) was/were appointed to fill a vacancy in an office, which is not normally scheduled to be voted on this year (Short term).

NAME	DIVISION (If applicable)	DATE APPOINTED	DIRECTOR REPLACED

STATEMENT OF ECONOMIC INTERESTS: The Government Code now requires all candidates to file a Form 700 with the Registrar of Voters by the nomination period deadline. If the candidate has previously filed an initial, assuming office, or annual statement for the same office sought within 60 days before the nomination deadline then the candidate does not have to file the Form 700 again.

CANDIDATE'S STATEMENT: Who is to pay the cost of the printing and handling of statement?
Please check appropriate box. **CANDIDATE** **DISTRICT**

NOTICE OF ELECTION published by Registrar of Voters in _____
(Insert name of Local Newspaper)

CANDIDATES may obtain nomination documents from the Registrar of Voters, 2720 Gateway Drive, Riverside, CA 92507, or from the District Secretary located at:

(Insert Location Name, Address, and Business Hours)

DISTRICT MAP: Attach 34" x 42" map showing district boundaries and divisions, if applicable.

Enclosed Map Contains Boundary/Division Changes YES NO

I certify that the enclosed map of the district boundaries and divisions is true and correct as of this date, and is submitted in compliance with Section 10522 of the California Elections Code for use in the General District Election to be held on November 8, 2022, or that there have been no changes to the boundaries as of the last General District Election.

Dated: _____ **Contact Person:** _____

Sign: _____
(District Secretary)

REBECCA SPENCER
Registrar of Voters



ART TINOCO
Assistant Registrar of Voters


REGISTRAR OF VOTERS
COUNTY OF RIVERSIDE


June 17, 2022

Beverly A. Marshall
Valley Sanitary District
45500 Van Buren St
Indio, CA 92201

Dear Ms. Marshall:

In preparation for your upcoming November 8, 2022, General District Election, we are providing the following information:

 **Candidate Filing Seminar:** Please plan to attend a virtual candidate filing seminar on **June 30, 2022, at 2:00 p.m. via Zoom**. In this seminar, we will coordinate the procedures involved in conducting the election, discuss new legislation that impacts general district elections and answer any questions.

 **Estimated Candidate Statement Costs:** The estimated candidate statement costs for your jurisdiction are as follows: Division A \$500, Division C \$500

Please note that this is only an estimate. Candidates may receive a bill or refund for the difference depending on how many candidates actually file a candidate statement. The electronic distribution of a candidate statement cost is \$260.

You must adopt regulations regarding the payment of the costs of candidate statements.

 **Enclosed forms:**

Election Calendar – For your review.

Notice of General District Election Form – Complete and return this form to us as soon as it is approved at your board meeting. This form and a map of your district showing the current boundaries must be filed in our office by **July 6, 2022**.

If you have any questions, please feel free to call Leticia Flores at (951) 486-7212 or Matthew Ceballos at (951) 486-7318.

Sincerely,

REBECCA SPENCER
Registrar of Voters

Matthew Ceballos
Chief Deputy Registrar of Voters

Enclosures


UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

The materials contained in this calendar represent the research and opinions of the staff at the Riverside County Registrar of Voters. The contents of this calendar and any legal interpretations contained herein are not to be relied upon as being correct either factually or as a legal opinion. Reliance on the content without prior submission to and approval of your appropriate public counsel is at the reader's risk.


Please call (951) 486-7200 if you have any questions or comments or visit our website at www.voteinfo.net. Thank you.

DATE	PERSON RESPONSIBLE	DESCRIPTION
July 4	Registrar of Voters	<i>INDEPENDENCE DAY (CO. ORD. 358.8)</i> The Registrar of Voters office will be closed.
July 6 (125)	District	<i>BOUNDARY CHANGES (E.C. § 12262)</i> Last-day boundary changes may be made for this election.
July 6 (125)	District	<i>DELIVER NOTICE OF ELECTION AND MAP OF DISTRICT (E.C. §§ 10502, 10504, 10509, 10522)</i> No later than this date the District Secretary shall deliver a notice containing the elective offices to be filled and whether the district or candidate is to pay for the Candidate's Statement. Said notice shall bear the secretary's signature and the district seal. The District Secretary shall also deliver a map showing the current boundaries of the district and divisions, if any.
July 11 – August 10 (120 – 90)	Registrar of Voters / District Secretary	<i>PUBLISH NOTICE OF ELECTION (E.C. §§ 12112, 12113)</i> Between these dates, the Registrar of Voters shall publish a Notice of Election in a newspaper of general circulation in the district. The notice shall contain the date of the general district election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office. The notice shall state the location where official Declarations of Candidacy for eligible candidates desiring to file for any of the elective offices may be obtained, the office in which completed Declarations of Candidacy are required to be filed, and the date and time after which no Declarations of Candidacy may be accepted for filing. The notice shall also contain a statement that appointment to office will be made pursuant to E.C. 10515 if there are insufficient nominees and no petition has been filed requesting the election be held. A copy of the notice shall be delivered to the district secretary and shall be posted in the district office. <i>GENERAL PRESS RELEASE (E.C. § 12112)</i> The press release must include offices to be filled and a telephone number for information regarding filing for the elective office.
July 15 (116)	Registrar of Voters	<i>PRECINCTING SECTION TO COMPLETE BOUNDARY CHANGES</i> No later than this date, the precinct section must complete boundary changes.




UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
July 18 – August 12 (113 – 88)	Candidates / Registrar of Voters / District Secretary	<p><i>NOMINATION PERIOD (E.C. §§ 10510, 13107 10540, 13307, 13309, 13311, 18351)</i></p> <p>Between these dates a candidate may obtain and file a Declaration of Candidacy with the Registrar of Voters in person, or by mail. If by mail, the Declaration of Candidacy may be returned by certified mail in time to reach the Registrar of Voters by no later than 5 p.m. on the filing deadline date. The Ballot Designation Worksheet must be filed at the same time as the Declaration of Candidacy. Candidates who want to file a Candidate Statement must file it at the same time the Declaration of Candidacy is filed. Candidate Statements are confidential until the deadline for filing has passed. No person shall file nomination documents for more than one district office at the same time.</p> <p>Either the Registrar of Voters or the District Secretary will issue the Declaration of Candidacy.</p> <p>No candidate shall withdraw his or her Declaration of Candidacy after 5 p.m. on the 88th day before the election.</p>
July 18 – August 12 (113 – 88)	Candidates / Registrar of Voters / District Secretary	<p><i>CODE OF FAIR CAMPAIGN PRACTICES (E.C. § 20400 et seq.)</i></p> <p>At the time a candidate is issued nomination papers each candidate will be issued a Code of Fair Campaign Practices. Filing it is voluntary and it may be filed with the Registrar of Voters any time before the election. It is available for public inspection until 30 days after the election.</p>
July 18 – August 12 (113 – 88)	Candidates / Registrar of Voters	<p><i>STATEMENT OF ECONOMIC INTEREST (G.C. §§ 87200 et seq.)</i></p> <p>A Statement of Economic Interests must be filed for all candidates with the Registrar of Voters by the close of the nomination period.</p>
August 12 (88)	Candidates / Registrar of Voters	<p><i>FILE DECLARATION OF CANDIDACY AND / OR WITHDRAW (E.C. §§ 10510, 13307)</i></p> <p>The last day for candidates to file their Declarations of Candidacy and Candidate Statements with the Registrar of Voters. (Candidate Statement is optional). This is also the last day to withdraw your candidacy. The candidate must withdraw before 5 p.m. unless there is an extension of the nomination period.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 13313)</i> The 10-day exam period for Candidate Statements will be held from August 13 through August 22. If an extension applies, see the extension period.</p>
August 12 (88)	District	<p><i>BALLOT MEASURE (E.C. §§ 9312, 10403, 13247)</i></p> <p>Last day for a resolution calling for a measure to be submitted to the Registrar of Voters. A copy shall be made available to any voter. The statement of all measures submitted to the voters shall be abbreviated on the ballot. The statement shall contain no more than 75 words for each measure to be voted on.</p>




UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
August 12 (88)	Registrar of Voters	<p><i>PUBLISH NOTICE OF ELECTION (E.C. § 12111; G.C. §§ 6060, 6061)</i></p> <p>Publish a notice of election as soon as possible pursuant to section 12111 of the California Elections Code. A synopsis of the measure(s) shall be included in the publication. Government Code 6061 requires the notice to be published once. The last day to submit arguments to the Registrar of Voters should also be included in the notice. A copy of the notice shall be delivered to the district and posted in the district office.</p>
August 15 (85)	Candidates / Registrar of Voters	<p><i>LAST DAY TO WITHDRAW CANDIDATE STATEMENT (E.C. § 13307)</i></p> <p>The last day to withdraw candidate statements unless there is an extension of the nomination period. Withdrawal of candidate statements must be in writing</p>
August 17 (83)	Candidates / Registrar of Voters / District	<p><i>EXTENSION OF NOMINATION PERIOD (E.C. § 10516)</i></p> <p>If the incumbent does not file by 5 p.m. on the last day of the nomination period, any eligible person, other than the incumbent, shall have until 5 p.m. of the 83rd day before the election to file a Declaration of Candidacy. The nomination extension is not applicable where there is no incumbent to be elected. If this section is applicable, a candidate may withdraw his or her Declaration of Candidacy up until 5:00 p.m. on the 83rd day before the election.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 13313)</i> The 10-day exam period for Candidate Statements will be held from August 18 through August 27.</p>
August 17 (83)	District	<p><i>LAST DAY TO WITHDRAW MEASURE (E.C. § 9605)</i></p> <p>Whenever a legislative body has ordered that a measure be submitted to the voters of any jurisdiction at an election, the order of election shall not be amended or withdrawn after this date.</p>
August 17 (83)	Registrar of Voters / District Secretary	<p><i>INSUFFICIENT NOMINEES-POSSIBLE APPOINTMENT (E.C. § 10515)</i></p> <p>If there are insufficient nominees for the offices to be filled, and a petition requesting the election be held has not been presented to the officer conducting the election, then the election shall not be held.</p> <p>The Registrar of Voters shall request the Board of Supervisors to appoint the qualified candidate(s) to such office. If there are no candidates, the Board shall appoint a qualified person to each office. Persons appointed shall qualify, take office, and serve as if elected.</p>
August 18 (82)	Candidates / Registrar of Voters	<p><i>WITHDRAW CANDIDATE STATEMENT (EXTENSION) (E.C. §§ 10516, 13307)</i></p> <p>In the event there is an extension of the nomination period, candidates may have until this date to withdraw their candidate's statement. Withdrawal must be in writing.</p>

UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
August 18 (82)	Secretary of State	<p><i>RANDOMIZED ALPHABET (E.C. § 13112)</i></p> <p>On this date, the Secretary of State shall conduct a drawing of the alphabet for determining the order of candidate's names on the ballot.</p>
August 18 (82)	Registrar of Voters	<p><i>SEND LIST OF CANDIDATES TO DISTRICT SECRETARY</i></p> <p>Approximate date to send a list of qualified candidates to District Secretary and other county if it is involved. If an election is not held, inform the district of the procedures that will be followed.</p>
August 22 (78)	Registrar of Voters	<p><i>REQUEST BOARD OF SUPERVISORS TO APPOINT (if the election will not be held) (E.C. § 10515)</i></p> <p>Registrar of Voters shall request the Board of Supervisors at a regular or special meeting held before the Monday before the first Friday in December in which the election would have been held, to appoint to such office or offices the qualified candidate(s); or if no candidate(s), the Board shall appoint any qualified person to such office.</p>
August 22 (78)	County Counsel	<p><i>LAST DAY TO SUBMIT IMPARTIAL ANALYSIS (E.C. §§ 9313, 9314)</i></p> <p>The last day for County Counsel to submit the impartial analysis to the Registrar of Voters. The analysis shall include a statement indicating whether the measure was placed on the ballot by a petition signed by the requisite number of voters or by the governing body of the district. The analysis shall be printed in the Voter Information Guide section of the Sample Ballot preceding the arguments for or against the measure. The analysis is limited to 500 words.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9380)</i> There will be a 10-day exam period for the Impartial Analysis from August 23 through September 1.</p>
August 22 (78)	Proponents / Opponents	<p><i>LAST DAY TO FILE ARGUMENTS (E.C. §§ 9315, 9316, 9600)</i></p> <p>Last day set by the Registrar of Voters to submit arguments in favor or against the measure. Arguments may not exceed 300 words. No more than five signatures shall appear with any arguments. Authors of Argument form shall accompany all arguments.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9380)</i> There will be a 10-day exam period for arguments from August 23 through September 1.</p>
September 1 (68)	Proponents / Opponents	<p><i>REBUTTALS (E.C. §§ 9317, 9600)</i></p> <p>Last day for the same authors of the primary argument to file rebuttals with the Registrar of Voters no later than 5:00 p.m. Rebuttals are limited to 250 words. Statement of Authors of Arguments form must be attached to the rebuttal.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9380)</i> There will be a 10-day exam period for Rebuttals from September 2 through September 11.</p>


UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
September 5	Registrar of Voters	<i>LABOR DAY (CO. ORD. 358.8)</i> The Registrar of Voters office will be closed.
September 12 (57)	Candidates / Registrar of Voters	<i>FIRST DAY NOMINATION PAPERS FOR WRITE-IN CANDIDACY WILL BE AVAILABLE (E.C. § 8600 et seq.)</i> Any qualifying person wishing to file as a write-in candidate may pick up nomination papers beginning on this date. Papers must be filed with the Registrar of Voters no later than 14 days before Election Day. Write-in candidates must also file Statement of Economic Interest (if applicable) and campaign disclosure statements.
September 13 (56)	Registrar of Voters	<i>ORDER PRINTING OF ELECTION MATERIAL</i> Suggested date to prepare copy for printer and order ballots.
September 25 – September 29 (44 – 40)	Candidates / Committees / Registrar of Voters	<i>FILING PERIOD FOR FIRST PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i> The filing period for 1 st pre-election campaign statement covers transactions through September 24. Statements must be filed online or sent by personal delivery or first-class mail.
September 26 (43)	Registrar of Voters	<i>SATELLITE LOCATION PRESS RELEASE (E.C. § 3018)</i> Notice of satellite locations shall be made by the elections official by the issuance of a general news release, issued not later than 14 days before voting at the satellite location, except that in a county with a declared emergency or disaster, notice shall be made not later than 48 hours before voting at the satellite location. The news release shall set forth the following information: <ul style="list-style-type: none">  The satellite location or locations.  The dates and hours the satellite location or locations will be open.  A telephone number that voters may use to obtain information regarding vote-by-mail ballots and the satellite locations.
September 29 – October 29 (40 – 10)	Registrar of Voters	<i>MAIL COUNTY VOTER INFORMATION GUIDES AND OTHER ELECTION MATERIAL TO VOTERS (E.C. §§ 9312, 10540, 13303, 13307)</i> Between these dates, the Registrar of Voters shall mail a County Voter Information Guide to each voter, who is registered at least 29 days before the election.
October 10	Registrar of Voters	<i>COLUMBUS DAY (CO. ORD. 358.8)</i> The Registrar of Voters office will be closed.

UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
October 10 (29)	Registrar of Voters	<p><i>MAILED BALLOT PRECINCTS (E.C. §§ 3005, 3010, 3017, 3018, 3020, 4000 et seq.)</i></p> <p>Approximate date to mail notices to voters in mailed ballot precincts, and send official ballot and election material. Mail ballot precincts have less than 250 voters. Ballots must be postmarked on or before Election Day and received by the elections official within seven days after Election Day to be counted.</p>
October 10 (29)	Registrar of Voters	<p><i>PRECINCTS, VOTE CENTERS & ELECTION OFFICERS (E.C. §§ 12280 et seq., 12300 et seq.)</i></p> <p>The last day for the Registrar of Voters to establish vote center locations and appoint election officers for this election. Immediately after the following appointment, the Registrar shall mail appointment notices to election officers.</p>
October 10 – October 29 (29 – 10)	Registrar of Voters	<p><i>PUBLISH VOTE CENTERS & CENTRAL COUNTING PLACE (E.C. §§ 12105, 12109)</i></p> <p>Suggested date to publish vote center locations. The notice will include the hours that the vote centers will be open and a Notice of Central Counting Place.</p>
October 10 – November 1 (29 – 7)	Registrar of Voters	<p><i>VOTE-BY-MAIL BALLOT APPLICATIONS (E.C. §§ 3001, 3006, 3021, 3200)</i></p> <p>Applications for vote-by-mail ballots may be made in person or by mail during this time frame.</p>
October 16 (23)	Registrar of Voters	<p><i>VOTE-BY-MAIL PROCESSING PUBLIC NOTICE (E.C. § 15104)</i></p> <p>The elections official shall notify vote-by-mail voter observers and the public at least 48 hours in advance of the dates, times, and places where vote-by-mail ballots will be processed and counted.</p>
October 18	Registrar of Voters	<p><i>PROCESS BALLOTS (E.C. § 15101 et. seq.)</i></p> <p>When ballots are to be counted by computer, the Registrar of Voters may begin processing ballots 15 business days before the election. No count may be made until 8:00 p.m. on Election Day.</p>
October 23 – October 27 (16 – 12)	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR SECOND PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i></p> <p>The filing period for 2nd pre-election campaign statement covers transactions through October 22. Statements must be filed online or sent by personal delivery or guaranteed overnight service.</p>
October 24 (15)	Registrar of Voters	<p><i>COLLECTION CENTERS PUBLIC NOTICE (E.C. § 15260)</i></p> <p>In establishing a collection center, the elections official may designate a group of precincts which the center shall serve, and this designation shall be available for public inspection no later than 15 days before the election.</p>
October 24 (15)	Registrar of Voters	<p><i>CLOSE OF REGISTRATION (E.C. §§ 2102, 2106)</i></p> <p>The last day to register or transfer registration for this election.</p>

UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
October 25 (14)	Candidates / Registrar of Voters	<i>FILE DECLARATION OF WRITE-IN CANDIDACY (E.C. §§ 8600 et seq., 15340 et seq.)</i> The last day for write-in candidates to submit their write-in nomination documents to the Registrar of Voters.
October 25 – November 1 (14 – 7)	Registrar of Voters	<i>POST-ELECTION OFFICERS & POLLING PLACES (E.C. § 12105.5)</i> Not less than one week before the election, the elections official shall post a list of all current polling places and a list of election officers appointed by the 15 th day before the election. The elections official shall post this list in his or her office and on his or her website. The list shall remain posted for 30 days after completion of the canvass.
November 1 (7)	Registrar of Voters	<i>LOGIC AND ACCURACY TESTING (E.C. § 15000)</i> No later than seven days before any election, the elections official shall conduct a test or series of tests to ensure that every device used to tabulate ballots accurately records each vote.
November 4 (4)	Registrar of Voters	<i>MANUAL TALLY PUBLIC NOTICE (E.C. § 15360)</i> The manual tally shall be a public process, with the official conducting the election providing at least a five-day public notice of the time and place of the manual tally and of the time and place of the selection of the precincts to be tallied before conducting the tally and selection.
November 8		<i>ELECTION DAY (E.C. § 3020, 4103)</i> Voted ballots must be received by the elections official no later than the close of the polls on Election Day or be postmarked on or before Election Day and received no later than seven days after Election Day to be counted.
November 10 (+2)	Registrar of Voters	<i>CANVASS ELECTION RETURNS (E.C. § 15301 et seq.)</i> Registrar of Voters shall commence the Official Canvass on this day.
November 10 – December 8 (+2 – 30)	Registrar of Voters	<i>ONE PERCENT MANUAL TALLY (E.C. § 15360)</i> During the Official Canvass, the elections official shall conduct a public manual tally in 1 percent of the precincts chosen at random by the elections official.
November 11	Registrar of Voters	<i>VETERAN'S DAY (CO. ORD. 358.8)</i> The Registrar of Voters office will be closed.
November 24 – November 25	Registrar of Voters	<i>THANKSGIVING DAY / DAY AFTER THANKSGIVING (CO. ORD. 358.8)</i> The Registrar of Voters Office will be closed.
November 28 (+20)	Registrar of Voters	<i>SEND STATEMENT OF RESULTS (E.C. §§ 10550, 10551, 10553, 15372, 15374)</i> As soon as the canvass is completed, no later than this date, the Registrar of Voters shall mail a statement of the results of the election to the district. The Registrar of Voters will also deliver to each person elected a certificate of election.

UNIFORM DISTRICT ELECTION LAW ELECTION
NOVEMBER 8, 2022
(E.C. §§ 9300 et seq., 10500 et seq.)

DATE	PERSON RESPONSIBLE	DESCRIPTION
December 2 (+24)	District	<p><i>OFFICERS TAKE OFFICE (E.C. § 10554)</i></p> <p>Elective officers, elected or appointed, take office at noon on the first Friday in December next following the general district election. Before taking office, each elective officer shall take the official oath and execute any bond required by the principal act.</p>
December 8 (+30)	Registrar of Voters	<p><i>COST OF ELECTION</i></p> <p>Approximate date to send an invoice to jurisdiction for the cost of the election. Any refund on Candidate Statements will also be processed by this date.</p>
January 1 – January 31	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT (G.C. § 84200)</i></p> <p>The statement covers transactions through December 31. Statements must be sent by personal delivery or first-class mail.</p>
<p><i>Note: Whenever a date prescribed by law falls on a weekend or holiday, such act may be performed on the next business day (E.C. 15; G.C. 6700, 6701)</i></p>		

RESOLUTION NO. 2020-1134
A RESOLUTION OF THE GOVERNING BOARD OF THE VALLEY SANITARY DISTRICT SPECIFYING PAYMENT OF CANDIDATES ELECTION STATEMENTS

WHEREAS, the Uniform District Election Law, E.C. 235000 et seq., provides for filing of a candidate statement, and

WHEREAS, the determination as to payment of the fees for the candidate statement is to be made by Board resolution,

NOW, THEREFORE, the Governing Board of the Valley Sanitary District resolves that payment of the candidate election statement shall be made by each candidate.

PASSED, APPROVED and ADOPTED this 23rd day of June 2020, at a regular meeting of the Board of Directors by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
ABSENT: None
ABSTAIN: None



Mike Duran, President

ATTEST:



Debra Canero, Secretary



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: **Approve Blanket Purchase Orders for the Listed Vendors and Amounts for the Fiscal Year 2022/23 in a Total Amount Not to Exceed \$1,039,699**

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

Executive Summary

The purpose of this report is for the Board of Directors to review and approve the blanket purchase orders for the listed vendors and amounts for the Fiscal Year 2022/23.

Strategic Plan Compliance

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

Fiscal Impact

The fiscal impact for the proposed blanket purchase orders is \$1,039,699. The expenditures are included in the Fiscal Year 2022/23 Operating and Capital Budget.

Background

The District purchasing policy adopted on September 24, 2019, qualifies the attached vendors as exempt from approval and subject to a blanket purchase order as the purchasing mechanism. Blanket purchase orders (BPOs) may be used with vendors that are expected to supply repetitive-use products or services to VSD on an ongoing and/or regular basis throughout the year.

BPOs are closed at the conclusion of each fiscal year. Examples of open purchase orders may include contract services such as maintenance, landscaping, janitorial services, uniforms or supplies, and materials including sodium hypochlorite chemicals and similar items.

District staff has reviewed the purchases for the past fiscal year and the expenditures outlined within the Operating and Capital Budget for 2022/23. Staff identified \$1,039,699 of purchases that are needed for the normal course of business.

Recommendation

Staff recommends that the Board of Directors approve blanket purchase orders for the listed vendors and amounts for the Fiscal Year 2022/23 in a total amount not to exceed \$1,039,699.

Attachments

Attachment A: List of Blanket Purchase Orders for the Fiscal Year 2022/23

Valley Sanitary District

Proposed Blanket Purchase Orders

FY 2022 / 2023

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



**Valley Sanitary District
Board of Directors Meeting
June 14, 2022**

TO: Board of Directors
FROM: Beverli A. Marshall, General Manager
SUBJECT: **Authorize the General Manager to Execute a Professional Services Agreement with Townsend Public Affairs for State Legislative Advocacy Services in an Amount Not to Exceed \$60,000 for a 12-Month Period**

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

Executive Summary

The purpose of this report is for the Committee to discuss the proposals submitted by consultants in response to the District’s Request for Proposals.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 6.5: Improve State Legislative Advocacy.

Fiscal Impact

The proposals range from \$60,000 to \$96,000. The Comprehensive Budget for Fiscal Year 2021/22 includes \$30,000 for these services. The proposed budget for FY 2022/23 includes \$87,000 for these services.

Environmental Impact

The recommended action is exempt from the California Environmental Quality Act (CEQA) per California **Government Code Section 15061(b)(3)**.

Background

In 2019, the Board of Directors adopted the VSD Strategic Plan, which identified “Objective 6.5: Improve State Level Legislative Advocacy” and “6.5.2: Retain state advocate if appropriate” as an implementation action item. Due to the COVID-19 pandemic and related economic concerns, the Board did not include funds for this service in the FY 2020/21 Budget. As part of the development of the FY 2021/22 budget, the Board directed staff to include funds for this service.

On February 8, 2022, staff published the Request for Proposals (Attachment A) on its website. In addition, the RFP was emailed to 10 consulting firms identified through

industry organizations like CSDA, CASA, CWEA, ICMA, etc. Three proposals were received, and one firm responded that they did not provide the identified services.

The Board of Directors directed staff to evaluate the proposals and make a recommendation for discussion with the Committee. Staff has completed the evaluation (Attachment A) and recommends Townsend Public Affairs (Attachment B).

At the June 9, 2022, special meeting of the Community Engagement Committee, the Committee provided feedback that it supports staff recommendation to proceed with a professional services agreement with Townsend Public Affairs.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to execute a professional services agreement with Townsend Public Affairs for state legislative advocacy services in an amount not to exceed \$60,000 for a 12-month period.

Attachments

- Attachment A: Rating Sheet
- Attachment B: Proposal – Townsend Public Affairs
- Attachment C: Proposal – Renne Public Policy Group
- Attachment D: Proposal – California Advocates
- Attachment E: RFP - State Legislative Advocacy Services

Legislative Advocacy Services RFP 2022

Firm	Qualifications of Team Members (20 points)	Demonstrate Understanding of Identified Issues (20 points)	Proposed Work Plan/Scope of Work (20 points)	References (other public agencies preferred) and Experience (20 points)	Cost for services (5 points)	Total Points
California Advocates	18	15	18	15	4	70
Renne Public Policy Group	20	20	20	18	3	81
Townsend Public Affairs	18	20	20	20	5	83

Legislative Advocacy Services RFP 2022

Cost
\$ 75,000
\$ 96,000
\$ 60,000

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NORTHERN CALIFORNIA • CENTRAL CALIFORNIA
SOUTHERN CALIFORNIA



VSD

**Proposal for
Legislative Advocacy Services**

March 4, 2022

March 4, 2022

Beverli A. Marshall, General Manager
Valley Sanitary District
45-500 Van Buren
Indio, CA 92201

Dear Ms. Marshall:

Thank you for the opportunity for Townsend Public Affairs, Inc. ("TPA") to submit our proposal for Legislative Advocacy Services to the Valley Sanitary District ("District").

Since its inception in 1998, TPA has earned the reputation as **Champions for Better Communities** by providing the experience, resources, and relationships expected from a premier legislative advocacy and grant writing firm while also giving clients the unique brand of customer service they deserve: personal attention, maximum accessibility, and passion for their mission. TPA maintains five offices located in Newport Beach, Sacramento, Washington DC, Oakland, and Fresno.

Our strategic approach to advocacy and funding is tailored to meet the individual needs of each client by leveraging the breadth and depth of our team as well as our vast network of relationships with key stakeholders and decision makers.

Utilizing this method on behalf of our clients, TPA has shepherded over 100 legislative and regulatory proposals into law, and secured over \$2.2 billion in grants from state, federal, and local government agencies as well as nonprofit foundations and private companies.

Thank you again for your interest in our firm and your consideration of this proposal. If selected, TPA will provide the insurance and indemnification required per the Professional service agreement attached to this RFP. This proposal is firm for 90 days after March 4, 2022. Please contact us if you have any questions or need additional information. We would be honored to serve the Valley Sanitary District.



TOWNSEND
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EST **TPA** 1998

For any questions or follow up regarding this proposal please contact:

Cori Takkinen, Vice President
1401 Dove Street, Suite 330,
Newport Beach, CA 92660
(949) 623-2565
ctakkinen@townsendpa.com

Yours truly,



Christopher Townsend
President
1401 Dove Street, Suite 330,
Newport Beach, CA 92660
(949) 399-9050
christophertownsend@townsendpa.com

ABOUT TPA

TPA is a state legislative advocacy and grant writing firm that provides lobbying and funding services to public agencies and nonprofit organizations throughout California.

- Founder/Owner/President: Christopher Townsend
- Advocacy Success: Shepherded **over 100** client-sponsored legislative proposals into law
- Funding Success: Over **\$2.2 billion** in state, federal, and local government grants as well as grants from nonprofit organizations and private companies
- Longevity: 24 years (founded in 1998)
- Number of Employees: 17
- Number of Registered State and Federal Lobbyists and Grant Writers: 14
- Number of Offices: Five
 - TPA State Capitol Office, Sacramento
 - TPA Federal Office, Washington, DC
 - TPA Northern California Office, Oakland
 - TPA Central California Office, Fresno
 - TPA Southern California Office, Newport Beach
- Types of Clients:
 - Water and Sanitation Districts
 - City Governments
 - County Governments
 - Transportation Districts
 - K-12 School Districts
 - Community College Districts
 - Parks and Recreation Districts
 - Fire Protection Districts
 - Museums, Science Centers, and Cultural Facilities
- Areas of Specialization:
 - Water and Sanitation Policy and Infrastructure
 - Local Governance (Cities, Counties, Special Districts)
 - Transportation Policy and Infrastructure
 - Education Policy and Infrastructure
 - Housing and Economic Development
 - Parks and Community Facilities (Recreational, Cultural, Historical)
 - Energy, Environment, and Natural Resources
 - Public Safety
 - Budget and Finance
- Ranking by Revenue Reported to the California Secretary of State:
 - 8th of 486 Firms Registered for the 2021 Calendar Year
 - 98th Percentile



LEGISLATIVE ADVOCACY ACHIEVEMENTS

Policy Sector	Issue	Description
Water and Sanitation	Water Quality	<ul style="list-style-type: none"> • Drinking Water Public Health Regulations • Groundwater Pollution Liability • Groundwater Management Plans • Direct/Indirect Potable Reuse
	Water Infrastructure	<ul style="list-style-type: none"> • State Bond Funding for Water Projects • Local Reliability Projects • Water Conservation Programs
	Sanitation Infrastructure	<ul style="list-style-type: none"> • Integrated Regional Watershed Projects • Advanced Water Treatment Facilities
Local Governance	Local Control and Finance	<ul style="list-style-type: none"> • Public Facilities and Finance • Public Employee Programs • Contractual Assessment Programs • Infrastructure Financing Opportunities
	Public Employee Benefits	<ul style="list-style-type: none"> • PEPRA Compliance • JPA Benefits • Medical Benefits Vesting
	Cannabis	<ul style="list-style-type: none"> • Drafting Local and State Cannabis Regulations • Local Control
Transportation	Local Streets and Roads	<ul style="list-style-type: none"> • State Highway Relinquishments • Local Venue Signage on State Highways
	State Highway System	<ul style="list-style-type: none"> • State Bond Funding for Highway Projects • Expansion of Toll Lanes/Toll Roads
Housing and Community Development	Affordable Housing	<ul style="list-style-type: none"> • Developing Funding for Affordable Housing • Expanding Affordable Housing Eligibility
	Economic Development	<ul style="list-style-type: none"> • Capital Investment Incentive Program Expansion • Enterprise Zone Program Regulations • Military Base Re-Use Land Planning
	Redevelopment	<ul style="list-style-type: none"> • Agency Dissolution Process • Developing Post-RDA Funding Sources • State Liability Reduction
Recreation and Natural Resources	Park Facilities	<ul style="list-style-type: none"> • Joint-Use Projects with Schools Districts • State Bond Funding for Local Park Projects (Propositions 11, 68, and 84)
	Greenhouse Gas Reduction	<ul style="list-style-type: none"> • TOD Housing to Support Cap and Trade Objectives • Increase Transit Accessibility for Active Transportation
Cultural and Historical Resources	Cultural Facilities	<ul style="list-style-type: none"> • CA Cultural and Historical Endowment • CA Nature Education Facilities Program
Public Safety	Public Health	<ul style="list-style-type: none"> • Air Pollution Reduction Methods • Treatment of the Remains of a Deceased • Veteran Resources
	Crime Reduction	<ul style="list-style-type: none"> • Sex Trafficking Control • Gun Control
	Local Law Enforcement	<ul style="list-style-type: none"> • Increasing Local Police Presence/COPS • Police Body Cameras • Regional Public Safety Task Force Initiatives
Education	Community College Districts	<ul style="list-style-type: none"> • Veterans Resources • Alternative Energy Job Training • ADA Reform
	K-12 School Districts	<ul style="list-style-type: none"> • K-12 Safety Planning Programs • Joint Use Projects with Civic Agencies
	School Facilities	<ul style="list-style-type: none"> • Charter School Facilities Funding • Community College Facilities Funding • K-12 School District Facilities Funding

A DETAILED SCHEDULE OF OUR STATE LEGISLATIVE ADVOCACY ACHIEVEMENTS CAN BE PROVIDED UPON REQUEST



FY 2021-22 STATE BUDGET EARMARKS

This table provides an overview of the budget earmarks that TPA secured on behalf of our clients in the State Budget for FY 2021-22. TPA strategized with our clients to identify priority projects and transform them into budget requests. TPA then worked closely and diligently with Members of the Assembly and Senate, their Budget Committees, the Governor’s Administration, and other key stakeholders to ensure our client projects were included in the final official budget.

Client Name	Project	Amount Awarded
City of Costa Mesa	Regional Fire and Rescue Facility Improvements	\$2,500,000
City of Del Mar	Del Mar Fairgrounds Operating Shortfall	\$3,500,000
City of Emeryville	Affordable Housing Site Remediation	\$2,500,000
City of Farmersville	Fire Engine Acquisition	\$750,000
City of Fremont	Mission Blvd Interchange Modernization Project	\$7,200,000
City of Fullerton	Hunt Library Restoration	\$2,750,000
	Homelessness Recuperative Center	\$4,000,000
City of Half Moon Bay	Carter Park Renovation Project	\$4,750,000
City of Hayward	Hayward Navigation Center	\$662,000
	South Hayward Youth Family Center Project	\$1,000,000
City of Irvine	Bommer Canyon Fire Prevention Efforts	\$1,000,000
City of Lafayette	Safe Pathway for Children Trail	\$238,000
City of Modesto	Infrastructure Improvements to County Islands	\$5,000,000
City of Oakland	Oakland Fund for Public Innovation for the California Entrepreneurship Capital in the Community Initiative	\$8,000,000
	Local Jurisdiction Assistance for Cannabis Equity Program	\$9,905,020
	Oakland MACRO Project	\$10,000,000
	Port of Oakland Freight and Passenger Infrastructure Enhancements	\$280,000,000
City of Pismo Beach	Public Safety Communications Equipment	\$470,000
City of Reedley	Olson/Kings River Sewer Main Replacement	\$2,800,000
City of San Leandro	Memorial Park Rehabilitation Project	\$2,750,000
City of San Pablo	Alternative Policing and Mental Health Program	\$2,000,000
City of Santa Ana	Youth Facilities Improvements	\$4,000,000
City of South San Francisco	Vehicle License Fee Adjustment	\$3,000,000
City of Tracy	Multi-Generational Recreation Center	\$5,000,000
City of Tustin	New Emergency Backup Generator	\$1,500,000
Discovery Science Foundation	Discovery Cube of Orange County Re-Opening Operating Expenses	\$2,040,000
	Discovery Cube of Los Angeles Re-opening Operating Expenses	\$2,600,000
North Orange County Public Safety Task Force	North Orange County Public Safety and Homelessness Task Force Program Extension	\$7,800,000
TOTAL FY 2021-22 STATE BUDGET EARMARKS		\$377,715,020



FY 2019-20 STATE BUDGET EARMARKS

This table provides an overview of the budget earmarks that TPA secured on behalf of our clients in the State Budget for FY 2019-20. TPA strategized with our clients to identify priority projects and transform them into budget requests. TPA then worked closely and diligently with Members of the Assembly and Senate, their Budget Committees, the Governor's Administration, and other key stakeholders to ensure our client projects were included in the final official budget.

Client Name	Project	Amount Awarded
Discovery Cube of Orange County	Property Acquisition/Parking Structure	\$10,000,000
City of Selma	Storm Drain, Storage, and Recharge	\$1,500,000
City of Dinuba	Water Well Replacement	\$1,000,000
City of Agoura Hills	Stormwater Treatment Project	\$1,000,000
City of Avalon	Underground Fuel Tank Removal and Replacement	\$500,000
City of Buena Park	Historical Facilities Renovations	\$500,000
City of Costa Mesa	Lions Community Park	\$1,000,000
City of Huntington Beach	Multi-Use Blufftop Path	\$1,700,000
City of Laguna Beach	Laguna Canyon Road Fuel Modification	\$1,000
City of Oakland	Public Safety Projects	\$4,000,000
	Bus Services	\$1,000,000
Discovery Cube of Los Angeles	Natural Resources Pavilion	\$5,000,000
East Contra Costa Fire Protection District	Equipment, Vehicles, and Facilities Acquisitions and Improvements	\$500,000
North County Transit District	Del Mar Bluffs Stabilization Project	\$6,130,000
Tri Valley Cities Coalition	Dublin Sports Grounds All-Abilities Playground	\$1,400,000
TOTAL FY 2019-20 STATE BUDGET EARMARKS		\$36,230,000

CUMULATIVE TOTAL OF STATE BUDGET EARMARKS FOR FY 2019-20 AND FY 2021-22:

\$413,945,020



PROJECT TEAM INFORMATION

TPA uses a strategic and comprehensive approach to legislative advocacy that will be tailored to meet the specific needs of the District. With a team of 14 registered lobbyists, TPA has the breadth and depth of experience AND the ability to deploy as many lobbyists as needed to maximize success for the District. The proposed team for this engagement:

Christopher Townsend
Strategic Advisor

Cori Takkinen
Project Support

Casey Elliott
Project Support

Eric O'Donnell
Project Manager

Carly Shelby
Legislative Support

The resumes for the proposed team are on the following pages.





Christopher Townsend, President: Christopher founded TPA in 1998 and has 40 years of experience in public affairs, legislative advocacy, and grant writing. Christopher and TPA have represented over 315 clients, including 235 local public agencies, such as cities, counties, transportation agencies, water and sanitation districts, elementary and secondary school districts, community college districts, park and recreation districts, and other special districts, as well as nonprofit organizations.

Townsend Public Affairs, Inc.

President

1998-Present

Christopher provides leadership to a team of 14 advocates and grant writers while managing the development and implementation of strategies for the agendas of each client. His achievements include:

- Under Christopher's leadership, TPA has become one of the most successful advocacy firms in California (and is continually recognized as a "top ten" firm registered with the California Secretary of State) while still providing the personalized attention and focus of a small boutique firm.
- Under Christopher's leadership, TPA has shepherded **over 100** legislative and regulatory proposals into law over a wide range of policy areas, including local governance, water and sanitation, transportation, housing and economic development, parks and natural resources, historical and cultural resources, elementary and secondary education, higher education, and public safety. The bipartisan capabilities of the firm are evidenced by legislative and funding successes over the tenure of several federal and state administrations, including: President Bill Clinton, George W. Bush, Barack Obama, Donald Trump, and Governors Pete Wilson, Gray Davis, Arnold Schwarzenegger, Jerry Brown, and Gavin Newsom.
- Christopher and his team have secured over **\$2.2 billion** in local, regional, state, and federal government grants as well as private and nonprofit grants for a multitude of legacy projects in the policy sectors of water and sanitation, transportation, education, housing and economic development, parks and natural resources, historical and cultural resources, and public safety.
- Christopher and TPA have participated in the development and implementation of several California bond propositions for the statewide ballot to provide capital funding for major infrastructure projects, including water and sanitation, transportation, education, housing and economic development, parks and natural resources, and historical and cultural resources, including Propositions 1, 1B, 1C, 1D, 1E, 12, 13, 14, 40, 47, 50, 55, 68 and 84. Most recently, Christopher worked closely with the State Legislature and the Governor's office on the drafting of SB 5 (De Leon), which authorized a **\$4 billion** park and water bond that was approved on the November 2018 statewide ballot as Proposition 68.
- In 1999, Christopher was appointed by Assembly Speaker Antonio Villaraigosa to serve on the Speaker's Commission on State and Local Government Finance.

- In 1997, Christopher was appointed by Assembly Speaker Cruz Bustamante to serve on the California Film Commission.

PepsiCo/Taco Bell Corp., Irvine, CA
Senior Director, Government & Community Affairs 1992-1998

Christopher managed and directed government and media relations, crisis management, internal communications, and marketing publicity. Christopher also managed the political action committee for state and federal political races. Additionally, Christopher managed community relations initiatives, corporate philanthropy, and the Taco Bell Foundation.

Stein-Brief Group, Inc., Dana Point, CA
Vice President, Public Affairs 1982-1992

Christopher directed government, community, and media relations at the level, state, and federal levels, including the management of all political, civic, charitable, and cultural activities. Christopher provided land-use planning and entitlement process analysis for domestic and international projects. Christopher also managed activities with numerous state and federal agencies to ensure compliance with all applicable laws and regulations governing land use. Finally, Christopher created and directed a political action committee that supported various local, state, and federal candidates and ballot initiatives.

JFK School of Government, Harvard University, Cambridge, MA
Master of Public Administration 1991

Claremont McKenna College, Claremont, CA
Bachelor of Arts, Political Science, Magna cum Laude, Political Science Honors Prize 1982

Coro Fellow
Southern California 1981

Harry S Truman Scholar
California 1980





Casey Elliott, Vice President: Casey brings 20 years of legislative and public policy experience to TPA. Casey develops and implements legislative strategies for local public agency clients throughout California. Casey maintains relationships with key members and staff of the State Legislature, the Administration, and select state agencies. Casey has expertise in the policy sectors of municipal finance, budget, redevelopment, education, local governance, water resources, parks and recreation, and cultural resources.

Townsend Public Affairs, Inc.

Vice President

2006-Present

As Vice President, Casey oversees a team of 13 TPA lobbyists registered with the California Secretary of State. Casey provides timely expert analysis of legislative and budget proposals introduced each legislative session for their potential effect on TPA clients. Some of Casey's accomplishments include:

- Working with the City of Oakland and the City of Santa Ana, Casey helped advance legislation and state budget requests to secure funding for California's largest cities to help address issues surrounding homelessness. These efforts culminated in the creation of the Homeless Emergency Aid Program (HEAP). Approved as part of the 2018 state budget, HEAP provided a \$500 million block grant program designed to provide direct assistance to cities and counties to address the homelessness crisis. HEAP contained a specific pot of funding for large cities, including a **combined \$12.3 million for Oakland and Santa Ana.**

Building on the success of the HEAP program, in 2019 the State Budget created the Homeless Housing, Assistance and Prevention (HHAP) Grant Program, a \$650 million grant that provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges. The HHAP program maintained dedicated funding for California's largest cities, including a **combined \$28.1 million for the cities of Oakland and Santa Ana.**

- Casey worked closely with the City of Lafayette to establish a small business assistance program to help local businesses and non-profits lessen the economic impacts from the coronavirus. Casey was able to work with the City to promote the program, work directly with program participants to connect them with available state and federal resources, and work with businesses to secure funding. Ultimately, the small business assistance program worked with nearly 100 small businesses, which employed nearly 400 workers, and were able to secure **over \$1.5 million in direct funding for the businesses.**
- Through his work with the Department of Finance, the Legislature, and the Office of the Governor, Casey has been able to lessen the impact of RDA dissolution on TPA clients. Specific outcomes include: having over **\$35 million** in projects in Santa Ana, Lafayette, Brea, and Hayward recognized as enforceable obligations; facilitating accelerated transfer of former RDA assets in Buena Park to allow for new development; and the passage of legislation to allow expenditure of certain development agency bond proceeds.
- Casey helped the Newhall County Water District co-sponsor SB 634 (Wilk) which established a new water district to serve as the primary water wholesaler and retailer for the Santa Clarita Valley. Casey coordinated efforts with the other impacted water



agencies and stakeholders to develop a coalition of local support for the legislation. The legislation, which contained the enabling act for the new district as well as provisions that allowed for a modified LAFCO process, was approved by the Legislature and signed into law by Governor Brown.

- Casey helped the Rancho Santiago Community College District and Coast Community College District secure over **\$68 million** in funding through the State Budget for three capital outlay facilities projects. Casey worked with the districts’ legislative delegation, budget committee staff, and the Community College Chancellor’s Office to advocate for the priority budget items, including having the projects recommended for funding by the Board of Governors of the California Community Colleges. The funding for these three projects will allow for the design and construction of three new buildings that will provide state of the art learning environments for community college students in Orange County.

Assemblyman Tom Umberg

Legislative Assistant

2006

Casey managed legislation for the Member, including education, workers’ compensation, and school facilities measures. Casey staffed the Member on the Assembly Education committee. He also worked closely with legislative staff, committee consultants, state agencies, and interested parties on legislation. In addition, he advised the Member and Chief of Staff on pending legislation.

Secretary of State

Legislative Coordinator

2005-2006

Casey briefed the Secretary of State and senior staff members on legislation affecting the agency. Casey worked with Division Chiefs, senior staff members, and the Secretary of State to develop legislative positions for the agency. Casey also worked with Department of Finance, state agencies, and other interested parties on issues that affected the Secretary of State. In addition, he researched and drafted legislative proposals for the agency.

Secretary of State

Legislative Analyst

2003-2005

Casey assisted in the research and development of legislation. In addition, Casey worked closely with the State Legislature, Governor’s Office staff, committee consultants, Department of Finance, state agencies, and other interested parties on issues that affected the Secretary of State. Some of Casey’s special projects included staffing various taskforces, assisting in the development of spending plans for legislatively mandated programs, and election-night support.

Office of the Governor

Senior Legislative Assistant

2000-2003

Casey chaptered all bills that the Governor signed and he processed all vetoed measures. Casey worked closely with the Secretary of State, Chief Clerk of the Assembly, and the Secretary of the Senate throughout the bill chaptering process. Casey also supervised a staff of 10 personnel during the creation and assembly of up to 1500 bill files presented to the Governor.

University of California, Davis

Bachelor of Arts, Political Science

2000





Cori Takkinen, Vice President: Cori brings 12 years of legislative advocacy and public policy experience to TPA. Cori has extensive experience writing grants for various local, regional, state, and federal opportunities. Cori has expertise in the policy sectors of transportation, water resources, infrastructure, sanitation, local governance, parks and recreation, and economic development.

Townsend Public Affairs, Inc.

Vice President

2011-Present

Throughout her tenure at TPA, Cori has been responsible for securing millions in competitive grant funds for local public agency clients. In addition to her expertise on municipal and water infrastructure issues, Cori has a strong network of relationships with State Legislators, key staff, and various state agencies. Some of Cori's accomplishments include the following:

- Cori worked with the City of Santa Ana to secure a direct funding allocation in the FY 2018-19 State Budget in the amount of **\$4 million** to upgrade water infrastructure within the City. TPA worked with the City's legislative delegation, staff from the Assembly and Senate Budget Committees, and the Department of Finance to ensure funding was included in the State Budget for this critical project to allow the City's water customers to have real-time access to their water usage, which will help facilitate water conservation and reduce customers' utility bills.
- Cori worked with the Orange County Water District and the Orange County Sanitation District to sponsor AB 2022 (Gordon). The bill allowed for limited bottling of the highly treated and recycled GWRS water for educational purposes. The bill was the first legislation in the nation that allowed for the direct bottling of advanced treated recycled water. TPA secured bi-partisan support for the legislation and it was signed into law.
- In the FY 2019-20 State Budget, Cori worked with 5 municipal clients and 1 nonprofit client to secure **\$20.2 million** in budget earmarks for priority projects, including funding for a stormwater treatment facility, historical renovations, park and trail improvements, fire prevention, and children's science education.
- Leveraging relationships with the State Legislature, Cori secured an earmark in the FY17-18 State Budget in the amount of **\$20 million** to form the North Orange County Public Safety Task Force. This Task Force will serve six TPA clients: the cities of Anaheim, Brea, Buena Park, Fullerton, Placentia, and Stanton. These cities will be able to facilitate regional collaborative efforts to combat homelessness, youth violence, and other critical public safety issues in the region.
- Worked closely with the State Legislature and Administration on the development and implementation of **Proposition 68, the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018**. Cori worked in support of a variety of clients to create specific funding opportunities to achieve desired results. In addition to securing funding opportunities for municipalities, Cori's efforts with Proposition 68 resulted in **\$4.8 million** to fund a conservation program at West Coyote Hills in Fullerton as well as **\$3.46 million** to fund science education at the Discovery Cube Orange County.



- Cori has been actively engaged in State fire prevention legislation to reduce the risk of fires caused by above ground utilities as well as to provide opportunities for local jurisdictions located in high fire hazard severity zones to receive priority for fire mitigation measures.
- Cori worked with the City of Brea to secure over **\$10 million** from local, state, and federal sources for the Tracks at Brea project. The project is a four-mile multi-use rail to trail project that will traverse the City. Funding sources include: the US Environmental Protection Agency, California Natural Resources Agency, Strategic Growth Council, California Transportation Commission, and the Southern California Association of Governments.

County of Orange, Board of Supervisors

Policy Advisor for Supervisor John Moorlach

2010

Cori served as a policy advisor for, then-County of Orange Supervisor (and who is now a Senator in the State Legislature). Cori was responsible for research, analysis, and subsequent recommendations of all policy issues relating to Orange County Public Works as well as state and federal legislation. Cori served as a liaison between the Supervisor and County staff, constituents, and community groups.

Tom Campbell for US Senate Campaign

2010

Chapman University, Orange, CA

Master of Public Administration

2014

Claremont McKenna College, Claremont, CA

Bachelor of Arts Economics and Government with Leadership Sequence

2011





Eric O'Donnell, Senior Associate: Eric brings six years of experience in local governance and grant writing to TPA. Eric has been responsible for major grant awards on behalf of public agency clients. Eric has a strong network with both staff and members of the state and federal legislatures as well as relationships with local Southern California municipalities. Eric has expertise in the policy sectors of wastewater, water resources, natural resources, local governance, parks and recreation, and transportation.

Townsend Public Affairs, Inc.

Senior Associate

2015-Present

Since joining TPA, Eric has worked with numerous public agencies to secure grant funding for water and sanitation policy and infrastructure, natural resources, and parks and recreation. Some of his accomplishments include:

- Possesses Drinking Water Distribution Operator (D1) and Drinking Water Treatment Operator (T1) certifications from the State Water Resources Control Board.
- Eric worked with the Orange County Sanitation District to secure a **\$1 million** grant award from the Department of Water Resources' Integrated Regional Water Management Grant Program to replace a critical sewer line. Eric worked closely with staff at the Orange County Sanitation District, the Department of Water Resources, and the Santa Ana Watershed Project Authority throughout the development and implementation of the grant program.
- Eric worked with the City of Avalon to secure a direct funding allocation in the FY 2019-20 State Budget in the amount of **\$500,000** to remove and replace single-walled underground fuel storage tanks with safer and more durable double-walled underground fuel storage tanks. Eric worked closely with the City's legislative delegation as well as legislative staff from the Assembly and Senate Budget Committees as well as the Speaker and Senate Pro Tem's offices to ensure that the funding was included in the FY 19-20 State Budget for the City of Avalon to complete this critical environmental protection project. This funding will allow the City's marine fuel dock in the harbor to continue operating and will provide a critical resource for the community.
- Eric helped the East Orange County Water District secure a **\$500,000** grant from the Drought Response Program, administered by the U.S. Bureau of Reclamation. The funding allowed East Orange County Water District to construct a new drinking water well in order to provide safe, clean, and affordable drinking water to the District's retail customers. Due to the prevalence of PFAS/PFOA in existing groundwater resources, the District needed new sources of reliable and affordable drinking water.
- Eric was critical in facilitating a resolution to a Redevelopment Dissolution related issue for the City of Stanton that resulted in the City receiving **over \$2.1 million** in loan repayment. Eric worked closely with the City, the City's legislative delegation, and executive staff from the Department of Finance to identify a solution. The favorable resolution resulted in the Department of Finance approving a previously denied line item on the City's Recognized Obligation Payments Schedule (ROPS), thus awarding the City a loan repayment.

- Eric helped the City of Fountain Valley secure a **\$226,000** grant from the Active Transportation Program, administered by the Southern California Association of Governments and the California Transportation Commission. The funding allowed the City to build ADA accessible pedestrian curb ramps within neighborhoods that are located near five elementary and middle schools in the Fountain Valley School District and the Ocean View School District. The project will provide greater mobility for the public and improve the safety of the City’s routes to local schools.

City of Brea
Community Services Senior Leader 2009-2015

Chapman University, Orange, CA
Masters of Public Administration 2020

California State University, Fullerton
Bachelor of Arts, Business Administration, General Management 2014



Carly Shelby, Legislative Associate: Carly brings over three years of government affairs experience to TPA. Carly has state legislative experience in areas such as water, solid waste and recycling, revenue and taxation, housing and land use, community services, pension reform, and budget. Carly has strong relationships with legislative committee staff, members of the legislature, and cities.

Townsend Public Affairs, Inc.

Legislative Associate

2021 – Present

Since joining TPA, Carly has worked with clients to develop their legislative advocacy agenda in Sacramento. Some of her work includes:

- Carly has worked to build advocacy tools for clients such as legislative tracking matrices, policy issue summaries, and fact sheets. These tools allow clients to develop a successful advocacy strategy to achieve positive government actions in Sacramento.
- Carly has provided expert analysis and feedback on a variety of policy issues for our clients. She has written letters and official correspondence to bring client concerns to the attention of decision makers in Sacramento while helping navigate the legislative process.

League of California Cities

Legislative and Policy Development Assistant

2017-2020

Carly was responsible for analyzing legislation and developing strategic policy positions to benefit cities throughout California. Carly also maintained stakeholder relations with various government agencies and government-proxy organizations to implement policy agendas crucial to local government clients.

Press Office of Assembly Speaker Anthony Rendon

Press Intern

2017

Carly worked for Assembly Speaker Anthony Rendon and was responsible for maintaining communications between the legislature and major news outlets as well as communicating the Speaker and Democratic Caucus' policy agendas.

The California Building Industry Association (CBIA)

Government Affairs Intern

2016

Carly worked to implement CBIA's policy agenda with emphasis on the issue areas of housing and land use. Carly also provided strategic campaign support on the CBIA sponsored school bond initiative.

California State University, Sacramento

Bachelor of Arts, Political Science

2021



PROJECT UNDERSTANDING & INNOVATION

TPA's lobbying philosophy is centered around three essential characteristics. We believe these characteristics are key to successfully advancing the policy issues of local public agencies. These characteristics are at the center of our approach to providing legislative advocacy services:

1. Strong Partnership Between Client and Advocate

Strong working partnerships between an advocate and their client is essential to successful advocacy. In a strong working partnership, the advocate understands the client's goals and priorities, and the client understands their advocate's abilities. In working together, the client can be confident their advocate will develop and implement a strategy that will accomplish their goals, while working as an extension of their staff, minimizing the burden on the client and maximizing success.

2. Proactive, Not Reactive

TPA believes in strategic planning to best achieve the objectives of the client. Strategic planning also allows for the client and advocate to work "as one," in order to be nimble and efficient to seize new opportunities that present themselves throughout the process.

3. Continuous Contact and Education

TPA strives to continually educate our extensive network of key stakeholders and decision makers regarding our client's agendas. TPA develops quick briefing documents, that are easy to digest, with graphics and photos, explaining our client's priorities and identifying key support for these priorities across various constituencies. This continuing education all is essential in securing support to transform our client's vision into legacy.

TPA has the knowledge and experience necessary to represent the VSD in Sacramento. Specifically, TPA's experience representing wastewater agencies in Sacramento as well as other public utility agencies and municipalities makes us uniquely qualified to advocate on priority issues for VSD including but not limited to: wastewater collection and treatment, water recycling, environmental stewardship, environmental review (CEQA), occupational health and safety, finance, and related state budget and funding issues. TPA also works closely with major statewide associations of interest to VSD to advance legislative and regulatory items throughout the legislative session including but not limited to the California Association of Sanitation Agencies (CASA), the California Special District's Association (CSDA), and the Association of California Water Agencies (ACWA).

Every legislative session, TPA is on the front lines of major wastewater, water, climate change, and other relevant issues through advocating for the reduction of redundant or burdensome directives, the increase of funding opportunities, and common-sense approaches to implementing the State's water and wastewater management and climate change priorities. TPA has been successful in achieving legislative victories for our clients in these realms throughout our 24 years.



WORK PLAN/SCOPE OF WORK

TPA will utilize the following strategic and comprehensive approach to provide legislative advocacy services to the District:

- **Conduct Detailed Orientation:** TPA utilizes a comprehensive onboarding process that includes extensive meetings with various relevant members of District leadership and key District departments to help develop a strategic plan that is carefully tailored to satisfy the needs of the District, as well as designed for maximum success in the current political climate and funding environment.
- **Develop Legislative Strategy:** Utilizing the information gathered during the onboarding process, TPA will coordinate with the District to develop an official legislative platform and strategy that represents the District's priorities in Sacramento. This blueprint will be shared with key stakeholders in the State Legislature and Governor's Administration.
- **Implement the Legislative Strategy:** TPA will advocate for the District's legislative agenda utilizing the following methods:
 - **Build and Strengthen Relevant Relationships:** TPA has cultivated a network of valuable relationships that will be leveraged to promote the District's legislative agenda. **(RFP Section 2 – Scope of Services, Page 4, Bullet 5)**
 - **Leverage Relationships for Strategic Advocacy Plan:** TPA will engage various techniques to leverage our network of key relationships on behalf of the District **(RFP Section 2 – Scope of Services, Page 4, Bullet 4):**
 - Schedule meetings for the District to discuss relevant legislation
 - Prepare all briefing materials and talking points for the District
 - Brief legislative offices and stakeholders on the District's legislative agenda
 - Follow-up on meetings to ensure commitments and deliverables are being met
 - **Coordinate Advocacy Trips:** TPA will work with the District to coordinate advocacy trips to Sacramento to meet with the District's legislative delegation, as well as legislators that serve on committees relevant to the District's agenda. Furthermore, whenever possible, TPA will also schedule site visits by legislators to the District.
 - **Track Legislation:** TPA will identify, analyze, and monitor all bill introductions and amendments relevant to the District's legislative platform and assess their potential impact on the District. **(RFP Section 2 – Scope of Services, Page 4, Bullet 1 & 2)**
 - **Craft Testimony and Position Letters:** TPA will prepare and submit written and verbal testimony regarding legislation relevant to the District. TPA will also draft and deliver position letters to legislators and key officials on specific bill language.



- **Draft Bill Language:** TPA will draft language and amendments for relevant legislation, as required to protect and promote the District's agenda.
- **State Budget Funding Opportunities:** In an effort to maximize state funding, TPA will work with the District to identify projects and other funding priorities that may be suitable for funding through the State Budget. TPA will coordinate with the District to develop supporting materials for the budget request. TPA will also work with members of the District's state legislative delegation, along with the Assembly and Senate Budget Committees, to gain support for the inclusion of the District's project in the final State Budget approved by the Legislature. **(RFP Section 2 – Scope of Services, Page 4, Bullet 3)**
- **Provide Progress Reports:** TPA will confer regularly with the District on our activities. TPA will provide timely electronic reports on the status of all legislative activity, such as bill language, amendments, and committee analyses. In addition to written reports, TPA will be available to the District for conference calls, in-person briefings, and meetings.
- **Prepare and File Lobbying Disclosure Reports:** TPA will prepare and file, on behalf of the District, all applicable state lobbying disclosure reports.



SUB-CONSULTANT & WORK BY OTHERS

TPA does not use sub-consultants and will not utilize anyone outside of the firm for work on this project.

RELEVANT EXPERIENCE AND REFERENCES

Client: Orange County Sanitation District

Contact: Jim Herberg

Phone Number: (714) 593-7110

Address: 10844 Ellis Ave, Fountain Valley, CA 92708

Project Description: TPA sponsored AB 2022 (Gordon) on behalf of the Orange County Water District and the Orange County Sanitation District to promote the Groundwater Replenishment System (GWRS) project. The bill allowed for limited bottling of the highly treated and recycled GWRS water for educational purposes. The bill was the first legislation in the nation that allowed for the direct bottling of advanced treated recycled water. TPA worked closely with the Governor's Office, Assembly and Senate policy committees, and the State Water Resources Control Board to address many concerns with the direct bottling of GWRS water. TPA was ultimately able to secure bi-partisan support for the legislation and it was signed into law.

Description Of Services: TPA provides State advocacy services for the Orange County Sanitation District, which includes running sponsored bills like AB 2022 (Gordon, 2016) in Sacramento. Ongoing retainer from 2001 to present - \$6000 per month.

Total Value Of Services Provided: TPA has secured over \$2.2 million on their behalf.

Consultant's Project Manager: Cori Takkinen and Eric O'Donnell

Key Personnel Involved: Cori Takkinen, Eric O'Donnell, Casey Elliott

Sub Consultant Employed: None

Client: Santa Clarita Valley Water Agency (Formerly Newhall County Water District)

Contact: Steve Cole

Phone Number: (661) 297-1600

Address: 23780 Pine Street, Newhall, CA 91321

Project Description: TPA helped the Newhall County Water District co-sponsor SB 634 (Wilk) which established a new water district to serve as the primary water wholesaler and retailer for the Santa Clarita Valley. TPA coordinated efforts with then-Newhall County Water District, other impacted water agencies, and stakeholders to develop a coalition of local support for the legislation. The legislation, which contained the enabling act for the new district (Santa Clarita Valley Water Agency) as well as provisions that allowed for a modified LAFCO process, was approved by the Legislature, and signed into law by Governor Brown.

Description Of Services: TPA provided State advocacy services to Newhall County Water District until the signing of SB 634 (Wilk) in 2018 which dissolved them as an agency. Ongoing retainer from 2012 - 2018 - \$4000 per month.

Total Value Of Services Provided: TPA worked with the District to consolidate Newhall County Water District into Santa Clarita Valley Water District. The legislation was signed into law the first year it was introduced.

Consultant's Project Manager: Casey Elliott



Key Personnel Involved: Casey Elliott, Eric O'Donnell

Sub Consultant Employed: None

Client: City of Santa Ana

Contact: Rudy Rosas

Phone Number: (714) 647-3379

Address: 20 Civic Center Plaza, Santa Ana, CA 92701

Project Description: TPA worked with the City of Santa Ana to secure a direct funding allocation in the FY 2018-19 State Budget in the amount of \$4 million to upgrade water infrastructure within the City. TPA worked with the City's legislative delegation, staff from the Assembly and Senate Budget Committees, and the Department of Finance to ensure funding was included in the State Budget for the City of Santa Ana to install advanced water metering infrastructure in the City. This funding will allow the City's water customers to have real-time access to their water usage, which will help facilitate water conservation and reduce customers' utility bills.

Description Of Services: TPA provides State advocacy services for the City of Santa Ana, which includes securing State Budget Earmark funding for priority projects. Ongoing retainer from 1999 to present - \$5000 per month.

Total Value Of Services Provided: TPA has secured over \$83.4 million on their behalf.

Consultant's Project Manager: Cori Takkinen

Key Personnel Involved: Cori Takkinen

Sub Consultant Employed: None



FEE SCHEDULE

TPA proposes the following all-inclusive fee schedule for the district:

DESCRIPTION OF SERVICES	FEE
State Legislative Advocacy Services	\$5,000 Per Month*
<ul style="list-style-type: none"> • Conduct Detailed Orientation 	Included
<ul style="list-style-type: none"> • Develop Legislative Strategy 	Included
<ul style="list-style-type: none"> • Implement the Legislative Strategy 	Included
<ul style="list-style-type: none"> • Build and Strengthen Relevant Relationships 	Included
<ul style="list-style-type: none"> • Leverage Relationships for Strategic Advocacy Plan 	Included
<ul style="list-style-type: none"> • Coordinate Advocacy Trips 	Included
<ul style="list-style-type: none"> • Track Legislation 	Included
<ul style="list-style-type: none"> • Craft Testimony and Position Letters 	Included
<ul style="list-style-type: none"> • Draft Bill Language 	Included
<ul style="list-style-type: none"> • State Budget Funding Opportunities 	Included
<ul style="list-style-type: none"> • Provide Progress Reports 	Included
<ul style="list-style-type: none"> • Prepare and File Lobbying Disclosure Reports 	Included
<p><i>*The monthly fee includes all reasonable business and travel expenses</i></p>	





RPPPG

Renne Public Policy Group

A Division of Renne Public Law Group®

Valley Sanitary District

Proposal for State Legislative Advocacy Services

Renne Public Law Group, LLP [DBA Renne Public Policy Group (RPPG)]

Sharon Gonsalves, Director of Government Affairs

1100 11th Street, Suite 231

Sacramento, CA 95814

<https://rennepublicpolicygroup.com/>

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(916) 849-5536

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A. Cover Letter

March 4, 2022

Valley Sanitary District
Attn: Beverli A. Marshall
45-500 Van Buren
Indio, CA 92201

Dear Ms. Marshall:

On behalf of Renne Public Law Group (DBA: Renne Public Policy Group (RPPG)), we are pleased to provide the Valley Sanitary District (VSD or District) our proposal for state legislative advocacy services.

Renne Public Policy Group (RPPG) is a full-service state lobbying and consulting practice that strives to advance the interests of California local public agencies and the companies that align with public entities. We do so effectively and efficiently, without compromising on ethics or integrity. RPPG is a division of Renne Public Law Group (RPLG), founded by Louise Renne, the City of San Francisco's elected City Attorney for 16 years. RPPG provides our clients with a keen understanding of California's evolving legislative and political landscape, which is critical when making policy, legal, and operational decisions. We are rooted by Louise's reputation for uncompromising ethics, excellence, innovation, and advocacy for local government.

Since the inception of our practice, we wanted to take a different approach from how larger firms represent their clients. Our team is comprised of senior level legislative advocates as well as Policy and Strategic Advisors made up of RPLG lawyers and municipal policy experts. This approach has enabled us to do things differently—to be proactive, creative, and nimble. To build a culture of like-minded senior-level professionals from diverse backgrounds who *want* to come to work and where clients feel valued. We provide our clients a holistic approach of legislative, political, communications, and operational counsel. We refer to it as our “wraparound service approach.” We firmly believe that this makes RPPG uniquely suited to advocate on behalf of the District.

The halls of the State Capitol are normally a constant whirl of activity as legislators, staff, and lobbyists for a multitude of interest groups engage in crafting laws and budgetary requests. In this fast-paced environment, opportunities and threats to local agencies can quickly emerge. Given this, RPPG recognizes that advocating for the interests of public agencies requires policy expertise, active engagement, and multi-pronged actions which includes monitoring pending legislation, developing legislative and funding proposals, negotiating amendments, and, when necessary, a coordinated public affairs campaign. These tactics form the foundation for an effective legislative advocacy strategy.

As outlined in this proposal, our advocacy approach recognizes the evolving political and operational landscape, shifting policies, and fiscal environment to best position our clients for successful outcomes. We propose to work closely with District staff to devise a comprehensive strategy and

truly understand your financial, political, and policy needs to further your legislative and funding priorities.

The ongoing COVID-19 global pandemic has caused uncertainty for vital areas of local government funding and has also fundamentally shifted the way that legislative advocates must engage to effectively represent their clients. Simply put, public agencies must adapt. They cannot rely on an old playbook to yield positive results. It is critical that the District partners with a firm that can provide a uniquely tailored wraparound service approach with strengths rooted in the nuance of independent special district governance, natural resources and water policy, local government financing and tax allocations, decades of political and process expertise, as well as a true passion for public agencies. All of us at RPPG have devoted our careers to supporting public agencies and improving the quality of life in communities throughout California.

Sharon Gonsalves, RPPG's Director of Government Affairs will act as the primary contact for this proposal. Sharon may be reached at (916) 849-5536 and is located at 1100 11th Street, Suite 231, Sacramento, CA. As the founding partner of our firm, Jon Holtzman has the authority to negotiate on behalf of and bind the firm in an agreement. Jon may be reached at (415) 848-7200 and is located at RPLG/RPPG's headquarters 350 Sansome Street, Suite 300, San Francisco, CA.

This proposal is firm for a 90-day period from the date of the submission deadline. The firm will provide insurance and indemnification requirements for this agreement.

Thank you for your time and consideration in reviewing our proposal. We are hopeful that we can partner with the Valley Sanitary District and serve not only as your voice in Sacramento but your advocate in grant and legislative funding opportunities.

Regards,



Jon Holtzman, Founding Partner
Renne Public Law Group, LLP ©



Sharon Gonsalves, Director of
Government Affairs
Renne Public Policy Group, A Division of
Renne Public Law Group, LLP ©

B. Project Team Information

The project team for the Valley Sanitary District will be led by Director of Government Affairs, Sharon Gonsalves, the Proposed Project Manager. Sharon will be supported by Alyssa Silhi, Director of Government Affairs (Secondary Contact), as well as by Dane Hutchings, Managing Director (Secondary Contact). Jake Whitaker and Dan Carrigg will also be available to support the District. Further experience and qualifications for each member of the RPPG team can be found in Section F of this proposal.

Firm Profile

Effective March 1, 2018, the well-established law firm Renne Sloan Holtzman Sakai LLP, Public Law Group (of 17 years) divided into two separate firms, one of which is Renne Public Law Group, LLP (RPLG). Specifically, as part of the firm's separation, RPLG was required to obtain a new federal tax ID number.

A division of Renne Public Law Group, RPPG is a full-service lobbying and political consulting practice that supports public agencies and companies whose interests align with public agencies. RPPG draws from the wisdom of respected former public officials, the knowledge of municipal policy experts and the tenacity of experienced legislative advocates to provide a uniquely tailored, wraparound service approach for our clients.

The RPPG practice area is led by Managing Director, Dane Hutchings. Dane is supported by seasoned legislative advocates, Sharon Gonsalves (Proposed Project Manager) and Alyssa Silhi, as well as by our firm's Policy and Strategic Advisors. Detailed further in this proposal, RPPG's group of Policy and Strategic Advisors support our clients' overall advocacy strategy by providing unique and experienced perspectives on the real-world impacts of pending legislative, regulatory, and administrative proposals—leveraging their experience for the betterment of RPPG clients. RPPG specializes in the following services:

- State legislative, administrative, and regulatory advocacy
- Public affairs and communications
- Grant writing and revenue sourcing
- Federal legislative tracking and analysis
- Public sector retirement and OPEB advisory services
- Strategic planning and counsel
- Coalition-building and grassroots campaigns
- State procurement

Firm Resources

RPLG and RPPG have a combined team of 38 legal and legislative professionals comprised of attorneys, lobbyists, senior advisors as well as administrative, legislative, and operational support staff. A full list of our team members can be found on the RPPG and RPLG websites. We have two offices, located in San Francisco (RPLG) and Sacramento (RPPG), respectively.

C. Project Understanding and Innovation

The RPPG Approach

At RPPG we strive to be a *necessity* for our clients, not a *luxury*. This means finding ways to show true return on investment. However, ‘value’ itself is dependent on the individual needs of the client. Whether it be advancing a beneficial state policy, stopping a piece of detrimental legislation, advocating for increased General Fund or grant dollars—or by providing detailed policy and political information that informs the client. Whatever the need, we pride ourselves on creating a custom approach to each client that we have the honor of representing. We work incredibly hard for our clients because each client that partners with RPPG has placed their trust in us—not just to represent their interest in Sacramento, but to be a trusted messenger of their brand and story.

Our motto is *we do the work, and we take nothing for granted*. While that may sound oversimplistic, in our experience there are a lot of firms that simply rely on their “relationships” to advance their clients’ interests. While relationships are critical (as detailed below), legislative advocacy is a field that rewards persistence and hard work. As we saw in 2020 and proved true again in 2021, policy proposals can move rapidly, often with little notice or transparency. The RPPG team’s decades of experience provides a unique understanding of the political process. We stay in close contact with state lawmakers, Capitol consultants, and legislative staff. We are always watching for new amendments and monitoring the actions of other stakeholders, legislators, and administration officials. This enables us to be proactive and know what is coming before it surfaces publicly. Staying active, nimble, and engaged allows our team to successfully advocate for our client’s interests during these trying times. In this era of uncertainty and confusion created by the COVID-19 pandemic, advocates must stay vigilant in representing their clients. With the 2022 legislative session underway, budget negotiations have begun with the Administration and lawmakers on how best to invest the State budget surplus to align with key policy priorities including continued investments in infrastructure, the water resilience package, and drought resiliency. This is important to highlight as the District considers what type of firm they want looking out for their interests.

Our job at RPPG is to work with the District to advance policies and seek funding to help address these and other challenges the District may face. With an established presence, proactive strategy, and a detail-oriented approach, RPPG can advance and consult on legislation of importance to address the challenges the District faces.

Coalition building is also vital. We will ensure your interests are represented by forming alliances with like-minded interest groups as needed, including other sanitation districts, special districts, local governments, and important stakeholders. We also will utilize our close working relationships with a variety of local government organizations, business groups, and labor unions to help the District meet its legislative needs and further its interests.

Relationships

Relationships are central to every outcome in government affairs, and none more so than direct relationships with Legislators, policy committee consultants, administrative leaders, and the Governor’s office. It is important that the District partner with a firm that has strong ties not only

with those who represent the District, but those legislators and the Administration that continue to advance significant and potentially detrimental policies. The RPPG team is confident in our deep and personal relationships. These relationships have been established not only through our firm's partners, who have deep ties to the Newsom Administration dating back to when the Governor served in local government—but through each of our team member's direct work with legislators and staff. These relationships are established over time and built upon a strong reputation of being hard working and honest policy brokers.

With her history working both inside and out of the State Capitol, Sharon has built a strong network of reliable legislative, regulatory, and administrative contacts. Our Advisors have also spent decades working with the State Water Resources Control Board, California Natural Resources Agency, California Department of Parks and Recreation, State Fire Marshall, CalFire, Office of Emergency Management, and the California Department of Transportation. Collectively, our team utilizes our specific networks to advance the interest of our clients.

Between RPPG's current clients and experience working with virtually every legislative office while at the League of California Cities and the California Special District's Association, Dane Hutchings and Alyssa Silhi have established and maintained strong working relationships with most legislative offices in the Capitol, including key legislative committee staff, consultants, and administration officials.

It will be important to identify those critical legislative members, policy committee consultants and department/agency leads to meet with on a regular basis. Waiting until an issue is present to build a relationship typically means you are too late, which is why the RPPG team will create a list of individuals to meet with early. Additionally, it will also be imperative that the District is provided the resources, information, and tools to develop their own relationship with elected officials. Having these relationships is vital to success at the critical moment a vote on a controversial bill that is introduced and/or a potential funding opportunity presents itself.

Client Engagement and Communication

Communication and access to RPPG staff is a foundational principle in achieving success for our clients—especially in the era of COVID-19. We like to think of ourselves as an extension of your staff. We will provide regular updates on the rapidly changing policies and politics in Sacramento. As an organization looking for an enhanced “on the ground” presence in Sacramento, our team will provide detailed written and verbal communications to ensure that the District is apprised of activities and able to demonstrate to its constituents the value.

Building and strengthening alliances are also vital. We will ensure your interests are represented by forming coalitions with like-minded interest groups, including other local governments and important stakeholders, as needed. We also will utilize our close working relationships with a variety of local government organizations, business groups, and labor to help the District meet its legislative needs and further its interests.

These are all important factors to highlight as the District considers what type of firm they want looking out for their interests. In short, there is simply no substitution for hard work in our business.

D. Work Plan/Scope of Services

The RPPG team is committed to meeting the needs of the District. Our onboarding process focuses on assessing the priorities of the District and working with your team to develop a plan to address those priorities. The proposed project managers will be the direct points of contact and will assign the appropriate members of the team to engage as determined by the District. Our team's wide breadth of experience with public agencies, coupled with our extensive network of strong relationships with key legislators, staff, and local government organizations positions RPPG well to represent the Valley Sanitary District. Under this proposal, our services include but are not limited to:

- **Representation:** Represent the District at policy-related meetings, conferences, events, regulatory proceedings, legislative hearings, and other appropriate venues to deliver comments, testimony, and provide the District with a consistent presence in Sacramento. RPPG will also attend District board meetings to provide legislative updates as requested.
- **State Funding Opportunities, General Fund, and Specified Grant Programs:** The Newsom Administration has prioritized increased wildfire preparedness, infrastructure rehabilitation, clean energy, and other capital improvement projects. Identifying and effectively advocating for appropriate grant funding provides a tangible return on investment from working with a Sacramento legislative advocacy firm. Whether it is new grant funding available through California Natural Resources Agency or the State Water Board, defensible space assistance programs through Cal Recycle, competitive GGRF funding, or other regulatory/ administrative agencies, RPPG is well positioned to work with District staff to review grant applications, arrange meetings with relevant agency personnel, and provide unique insight as to how different revenue can be used to meet local match requirements, which at times can prove to be a significant challenge for public agencies with limited resources.
- **Federal Funding Opportunities and Specified Grant Programs:** Our team has a great deal of experience working with the federal agencies and navigating their funding programs. One of the keys to success is to work closely with agency staff to understand how much funding is available for each program and what are the priorities of not only the current Administration but also Congress who appropriates the funding. The Administration is exploring how to restructure and boost funds for projects that mitigate risks associated with climate change. In addition, the proposed infrastructure package will very likely contain several sources of funding for environmental and community projects that may benefit the District. Unlike with previous Administrations, Congress is currently considering the inclusion of Community Project Funding requests in the upcoming budget process, which could provide an opportunity for the District to make direct asks for federal dollars to support local initiatives.
- **Legislative Review and Tracking:** Track and analyze proposed and amended legislation and regulations, along with providing advocacy on the legislation of interest to the District and any state or federal budget issues impacting the organization.
- **Relationship Building:** Continue fostering relationships with legislators and administration officials. Our firm will make meeting recommendations, scheduling arrangements, and

strategize on messaging in advance. This approach ensures that we have laid the groundwork for your bill proposals and budget requests throughout the year.

- **Targeted Engagement with State Local Government Associations and Local Agency Partners:** Our firm, and the principles proposed to provide service to the District, have established and proven working relationships with the California Special Districts Association, California Association of Sanitation Agencies, Association of California Water Agencies, League of California Cities, California State Association of Counties, and other statewide advocacy organizations that will ensure RPPG can communicate the District’s policy positions—and when appropriate, work in a blended strategy to achieve success.
- **Assist in Developing the District’s State Legislative Platform:** Having clear objectives is key to identifying potential threats, effectuating change, and achieving success. RPPG will work with the District to develop clear legislative priorities. This will serve as the foundation for direction given to RPPG to engage on specific policies.
- **Document Creation and Review:** Consult and develop strategic documents, position letters, and background papers for District to ensure its voice is consistently heard by policymakers and stakeholders.
- **Reports:** Deliver staff reports that include updates on bills relevant to the District, status updates on RPPG’s ongoing projects, and other information as requested.

Below is a detailed timeline that outlines how and when we would implement our workplan. Specific dates and deliverables are subject to change should the Legislative calendar be modified.

	Action	State and Federal Deliverable/Goal
Upon Contract award – April 2022	Collaborate with District staff to develop an annual legislative advocacy and grant funding plan to guide our efforts during the legislative session. Foster new and established relationships with Legislators and key Administration officials shortly after contract commencement. Our firm will make recommendations for meetings, schedule arrangements, and strategize on the messaging in advance. Develop a clear communication plan, including a regularly scheduled conference call, along with written reports.	“Deep Dive” Advocacy and Grant Funding Plan. Develop target list of key policy committee staff, the executive branch, and other key elected officials for District engagement.
April 2022 – May 2022	Devise a matrix for reporting of bills relevant to the District. Review Governor’s Proposed Budget Proposal and identify possible funding opportunities for District.	Legislative Tracking Matrix. District specific state budget analysis.

<p>May – Sept. 2022</p>	<p>Meet with policy and fiscal committee staff and/or Administration or Executive Branch staff to build an understanding and support for sponsored legislation.</p> <p>Meet with potential opposition to understand and mitigate potential concerns about bills relevant to the District.</p> <p>Track and analyze proposed new laws and regulations; provide general advocacy on legislation important to the District. This includes proactive information-gathering that keeps the District up to date on relevant state agency/department regulations and administrative policies.</p> <p>Engage with appropriate budget sub-committees to advance highlight programs that benefit the District.</p>	<p>Develop recommended positions on legislation and state budget proposals, asses viable grant funding opportunities.</p>
<p>May 2022 – Sept. 2022</p>	<p>Draft letters of support, opposition, and/or amendments to address our concerns.</p> <p>Testify in policy committees on bills for which the District has an active position or recruit and prepare District personnel to testify where appropriate.</p> <p>Monitor budget process for potential positive/negative impacts. Engage when needed.</p> <p>Meet with Administration to ensure both support and opposition concerns are accurately conveyed.</p>	<p>Negotiate with authors and sponsors to resolve concerns or stop bills where resolution is not possible.</p> <p>Bill position letters and televised legislative testimony.</p> <p>Seek Governor’s signature/veto, as appropriate.</p>
<p>Sept. 2022 – Dec. 2022</p>	<p>Develop sponsored bill ideas and an advocacy strategy that identifies legislative champions and key stakeholders, including coordination with other municipalities and organizations with similar legislative objectives.</p> <p>Draft end of session report providing progress on legislative activities, results on targeted legislation, and progress on grant and state funding.</p> <p>Identify and secure authors for sponsored legislation.</p> <p>Develop language and supporting materials for these legislative proposals.</p>	<p>Annual Report.</p> <p>Introduction of sponsored bills.</p> <p>Build a coalition for sponsored bills.</p> <p>Draft fact sheets, background materials, talking points, and other materials as needed.</p>

E. Sub-contractors and Work By Others

Due to the fluctuating demands of the legislative calendar as well as strategy and planning for the following legislative cycle, RPPG does not bill clients on an hourly basis for direct legislative advocacy and support work.

Based on the proposed scope of work outlined in the Request for Proposals, RPPG does not intend to use subcontractors, subconsultants, or other contracting parties to complete the Scope of Work.

F. Relevant Experience and References

RPPG Proposed Team and Qualifications

Sharon Gonsalves— Valley Sanitary District – Project Manager



RPPG proposes that Sharon Gonsalves, a registered lobbyist with the State of California, serve as Project Manager for the Valley Sanitary District. In this capacity, Sharon will work in collaboration to represent the District in meetings with the State Legislature, state agencies, applicable boards and commissions, and the Governor’s office. With assistance from RPPG legislative and advisory staff, Sharon will conduct legislative review, analysis, and technical expertise in all policy areas important to the City in order to provide full policy and political counsel.

As project lead, Sharon will ensure transparent communications and information sharing with the District board and staff.

APPLICABLE EXPERIENCE: AT A GLANCE

- Over 15 years of Legislative Advocacy and Capitol Staff Experience
- Strong Policy Background in Natural Resources, Public Safety, Housing and Transportation
- Proven Track Record in Advising Clients in the Successful Procurement of Federal and State Grant Funding
- Proven Success in Navigating State Budget Process
- B.A. Communications Studies, CSU Monterey

More About Sharon:

Sharon has spent her career advocating for legislative and funding priorities of municipalities throughout California—bringing over fifteen years of state legislative and local government advocacy experience to the District’s advocacy team. Specializing in the complex legislative process, Sharon has a proven track record of leveraging her strong relationships in the Capitol, Administration, and key government agencies to advance the goals of her clients. Sharon has expertise in the policy sectors of housing, transportation, local governance, and natural resources both as a former legislative staff member and as a local government lobbyist.

Prior to joining RPPG, Sharon was a Senior Associate at Townsend Public Affairs representing a number of local public agency clients—specializing in those from severely disadvantaged regions of California. In that position, Sharon worked on behalf of her most disadvantaged clients to secure the passage of SB 200, the Safe and Affordable Drinking Water Fund (Monning, 2019) which requires the annual transfer of 5 percent of the Greenhouse Gas Reduction Fund (GGRF) into the Fund until June 30, 2030.

On behalf of the City of Turlock, Sharon lobbied the Administration, Legislature and state and federal agencies on the North Valley Regional Recycled Water Project (NVRWP) and the Stanislaus Regional Water Authority (SRWA). Her efforts included coordinating multiple advocacy trips to meet with key members of the Administration’s cabinet, members of both legislative houses, committee staff, and members of the water board to increase support and discuss funding opportunities. As a result, she was able to secure \$4.3 Million from the Bureau of Reclamation for the NVRWP and \$30 million for SRWA through Proposition 68 in 2018.

Sharon works closely with the California Special Districts Association (CSDA) and the Association of California Water Agencies (ACWA) building coalitions on likeminded legislation, participating in their annual conference, and presenting at Legislative Action Days and division meetings.

She has been able to leverage her relationships within the California Legislature to secure California State Budget earmarks—providing local fire districts and police departments much needed funding for those communities. Sharon helped secure millions of dollars for critical infrastructure and public safety improvements including \$500,000 for the East Contra Costa Fire Protection District (ECCFPD) to build a dedicated training facility.

Prior to her career as a lobbyist, Sharon spent nearly a decade working in both houses of the State Legislature and as a result has a unique understanding and experience in navigating the State’s complex budget process. Having worked for multiple moderate legislators Sharon has a strong understanding of bi-partisan politics.

Sharon served as Legislative Director for State Senator Anthony Cannella (Senate District 12). Senator Cannella served as Vice Chair of the Senate Transportation and Housing Committee and the Natural Resources Committee. During Senator Cannella’s tenure, Sharon was instrumental in negotiating on major statewide environmental and transportation issues important to the District, including Proposition 1, the water bond of 2014 and during her time as a legislative staffer, Sharon developed and maintained an extensive bi-partisan network of relationships with members of the California Legislature. Prior to the adoption of the Sustainable Ground Water Management Act (SGMA) in 2014, she successfully staffed Senator Cannella and defeated several punitive efforts to regulate groundwater.

Sharon has utilized the relationships she has built over the years in her work advocating for local governments. Under Governor Newsom’s administration she has worked frequently with Secretary Wade Crowfoot from the Natural Resources Agency and his staff on matters specific to the Department of Parks and Recreation and the State Water Resources Control Board.

Alyssa Silhi – Valley Sanitary District – Secondary Contact



Alyssa Silhi, a registered lobbyist with the State of California, is proposed to serve as a legislative advocate and secondary contact for the Valley Sanitary District. In this capacity, Alyssa will work in collaboration with the Project Manager to represent the District in meetings with the State Legislature, state agencies, applicable boards and commissions, and the Governor’s office. Alyssa will also review and track legislation, provide analysis, and leverage her close working relationships with legislative members, staff, policy consultants and agency officials to advance the District’s legislative

priorities.

APPLICABLE EXPERIENCE: AT A GLANCE

- Over 15 years of Governmental Affairs and Public Relations Experience
- Former Legislative Representative, California Special Districts Association
- Strong Policy Background in Local Government Issues
- Proven Relationship, Key Partnership, and Coalition Builder
- Demonstrated Ability in Navigating the State Budget Process
- B.A. in both English and Communications, UC Davis

More About Alyssa:

For over 15 years, Alyssa Silhi has been advancing statewide policies for the public good, from healthcare and K-12 education to public health, public safety, and local government. She is a proven strategist with a reputation for balancing tenacity and effectiveness with strong ethics and skillful communication to get the job done. As an experienced Councilmember and special district Board member, Alyssa brings a unique understanding of the nuance of local agency operations to advocating for issues important to local government.

Prior to joining the Renne Public Policy Group, Alyssa was a Legislative Representative for the California Special District’s Association (CSDA). In that capacity, she was the lead advocate and strategist on policy and fiscal proposals relating to the environment – including climate adaptation and resiliency, wildfire mitigation and preparedness, CEQA, water and wastewater, energy/utilities, transportation – as well as emergency response and disaster preparedness and relief, and public works and public contracting. While there, she formed strong working relationships with key administrative appointees and staff within divisions of the California Natural Resources Agency (CNRA), State Water Resources Control Board (SWRCB), Governor’s Office of Emergency Services (CalOES), and the Governor’s Office of Planning and Research (OPR) as well as within the Department of Finance (DOF), legislative budget committees, and key legislative offices.

On behalf of special districts, Alyssa worked closely with CSDA’s federal policy liaison to create a nationwide coalition to lobby congress for access to COVID-19 relief funding. That effort led to federal language that specifically allowed states to share their funding with special districts. Alyssa used that federal authority to advocate for access to COVID-19 relief funding at the state level and spearheaded the effort that successfully obtained precedential direct state funding relief specifically for special districts impacted by COVID-19 response by securing a \$100 million General Fund allocation backed

by a bi-partisan and bicameral coalition of 46 legislators. Alyssa played a critical role within the local government coalition that secured \$1 billion in COVID-19 funding for water and wastewater arrears and just under \$300 million in direct arrearage funding for publicly owned utilities.

After special districts were overlooked in initial Public Safety Planned Power Outage (PSPS) funding, Alyssa worked with CalOES, DOF, and legislative budget leaders to secure \$20 million in competitive grant funds through the state budget process for special districts with critical infrastructure to prepare for the consistent delivery of services during a PSPS event. Alyssa also successfully fought to protect the special district exemption in the Surplus Land Act, navigating strong legislative pressures and initial guidelines from the California Department of Housing and Community Development (HCD) that would have usurped their local authority.

While at CSDA, Alyssa worked hand in hand with her counterparts at the Association of California Water Agencies (ACWA), the California Association of Sanitation Agencies (CASA), and the California Municipal Utilities Association (CMUA) to advance priority legislation or stop bad bills on policies of import to water and wastewater agencies. She worked with a large coalition of partners and stakeholders to successfully:

- Stop AB 377 (Rivas) Water quality: impaired waters that would have required all of the state's waters to be swimmable, drinkable, and fishable by 2050 and would have effectively dismantled the current storm water permitting process in California,
- Halt the premature adoption of new water conservation goals as outlined in AB 1434 (Friedman) Urban water use objectives: indoor residential water use until stakeholder feedback and concerns were given proper voice,
- Support CASA in passing AB 818 (Bloom) solid waste: premoistened nonwoven disposable wipes, requiring harmful pipe-clogging wipes to be labeled as non-flushable.

Most recently she coordinated with ACWA and CASA to initiate conversations with the Department of Industrial Relations (DIR) and State Legislature to begin to educate them on the ambiguity and potential impacts of the *Kaanaana v. Barrett Business Services, Inc.* Supreme Court ruling holding that belt sorting qualified as "public works" per Cal. Labor Code 1720, subd.(a)(2), reasoning the reference to special districts was different than the language relating to other agencies engaged in "public works" and calling upon the California Legislature to provide clarification for the intent behind the division in classification.

Alyssa's prior experience in governmental affairs includes working for several highly esteemed Sacramento contract lobbying and consulting firms and as policy staff for a prominent public health non-profit research and advocacy organization. In these positions, she worked on issues important to quality of life in communities, including K-12 education; public health policy with a direct nexus to nutrition, transportation, the built environment, and land use; public safety; small business issues and healthcare. She has wide-ranging experience advocating for policy change within the legislature, administration, and before state agencies and commissions, providing in depth analysis, navigating the budget process, leading statewide grassroots campaigns, building coalitions, interfacing with local electeds, as well as producing internal and external strategic communications for publication and advocacy purposes.

Dane Hutchings— Valley Sanitary District – Legislative Advocate



RPPG proposes that Dane Hutchings, a registered lobbyist with the State of California, will serve as Secondary Contract for the Valley Sanitary District. In this capacity, Dane will direct the Agency’s legislative focus and priorities. He will represent the District in meetings with the State Legislature, state agencies, applicable boards and commissions, and the Governor’s office. Specific activities include but are not limited to, testifying on behalf of District in all applicable legislative policy committees, regulatory boards and commissions and working directly with the District’s legislative delegation and Office of the Governor. Dane, with assistance from RPPG Policy and Strategic Advisors, will conduct legislative review, analysis, and technical expertise in all policy areas important to District to provide full policy and political counsel.

APPLICABLE EXPERIENCE: AT A GLANCE

- Over a Decade of Legislative Advocacy and Public Affairs Experience
- Former Federal Policy Liaison, League of California Cities
- Strong Board Relations Background
- Proven background in Coalition Building
- Strong Relationships with Key Legislative, Administrative and Executive Officials
- B.A. Public Affairs, CSU Sacramento; M.A. Public Policy, New England College

More About Dane:

For over a decade, Dane Hutchings has been advocating for the best interests of both public and private entities. He is a seasoned legislative advocate and political strategist with a keen understanding of the California political process and landscape. Dane brings a unique understanding of California local government operations, service delivery methods, and revenue sources.

Prior to leading the Renne Public Policy Group, Dane worked for the League of California Cities as a Legislative Representative and Federal Policy Liaison. He acted as the key strategist, advisor, and advocate on issues including labor relations policies, privacy and technology, governmental transparency, workers’ compensation, and other issues related to local government operations.

As the Federal Policy Liaison, Dane worked across multiple policy areas of importance to local government, including public safety, infrastructure, housing, and environmental policy. In conjunction with the National League of Cities, Dane advocated for increased funding for the State Community Development Block Grant (CBDG) funding and other federal programs local agencies rely upon. Dane regularly provided both written and verbal reports to the League’s Board of Directors, Policy Committees, and Executive committees on state and federal policy. Upon his departure from the League of California Cities, Dane received a career achievement award for his “...leadership, dedication, and tenacity in advancing the quality of life for all California cities.”

Dane’s direct experience in public affairs provides a distinctive approach on how an effective issue-based “inside-outside” communications/advocacy strategy can support legislative priorities by providing political cover for legislators as well as the Governor’s office. Dane ‘cut his teeth’ working

as an Account Executive and Government Relations Advocate at Ogilvy—a premier and influential multi-national public affairs and advocacy firm. Dane engaged in multiple issue-based campaigns specifically designed to support legislative strategies for both public and private sector clients.

During his time with Ogilvy, Dane was part of the legislative and communications team for the California High-Speed Rail Authority, spending two years working with Authority Board and executive team to advance the state’s largest statewide infrastructure project.

RPPG Strategic Advisors

With 2,000 or more pieces of legislation introduced by the California Legislature each year, it is critical that our clients have a complete understanding of the potential impacts that these measures may have on their agencies. Our Policy Advisors are a dedicated team of municipal policy experts, seasoned legislative advocates and former high-ranking local agency staff that will provide a holistic policy and political perspective to best position the City for success.

Specific Roles and Responsibilities: Advisors and Support

Dan Carrigg—Senior Advisor: Policy and Legislative Strategy



RPPG proposes that former League of California Cities, Deputy Executive and Legislative Director Dan Carrigg, act as the Valley Sanitary District’s Policy and Legislative Advisor. Under the direction of the Project Managers, Dan will analyze and draft legislation as well advise the District on strategies for engagement. Dan’s distinguished career and relationships with Administrative agencies, policy committee chairs, and consultants will be leveraged to complement the City’s advocacy strategy.

APPLICABLE EXPERIENCE: AT A GLANCE

- 30 years of Legislative Advocacy Experience
- 25 years Specifically Advocating for Local Government
- Strong Relationships with Agency Officials and Policy Committee Members
- Seasoned Legislative Advocate and Expert in California’s Legislative, Political, and Budget Process

More About Dan:

Dan Carrigg is a political consultant and thought leader in California public policy directly impacting local government. With extensive experience in legislative analysis, strategy, and advocacy, and an excellent reputation for hard work, Dan spent nearly 25 years with the League of California Cities—beginning as the League’s housing and land use lobbyist, then holding increasingly responsible advocacy roles including both Legislative Director and Deputy Executive Director of this prominent statewide local government organization. Until retiring from the League in October of 2019, Dan supervised the League’s legislative and public affairs program, developed policy, managed the League’s legislative and public affairs teams, drafted and reviewed legislation, reviewed and analyzed ballot measures, and testified before the Legislature.

Dan offers RPPG clients a deep policy background and strong political acumen on state housing policy, including understanding the Regional Housing Needs Assessment (RHNA) process, issues affecting transit-oriented development, tax increment financing, SB 375, Cap and Trade and other policies. Dan is also familiar with CEQA, and the political challenges associated with past streamlining efforts, and has a practical understanding of public contracting and construction projects. Prior to taking on the role as the League’s housing and land use lobbyist, Dan worked as a senior consultant for the California State Assembly Housing and Community Development Committee from 1991-1996.

Throughout his career, Dan has worked on many high-profile issues, including representing the League as part of the transportation coalition to pass SB 1. In the past, Dan led the League’s successful negotiations on the Lowenthal/Mullin RHNA reform measures of 2004, that resulted in reduced controversy over this process for over a decade. He was directly engaged in the effort to protect local property tax, sales tax and (Vehicle Licensing Fee) VLF funding via the VLF-property tax swap with the passage of Proposition 1A of 2004. Later, he advocated to secure revenue for local governments in Prop 1B, the 2006 transportation bond, and defeat a legislative effort to take nearly \$1 billion in city and county road maintenance funds. He also worked to preserve local authority during the legislative wrangling leading to the enactment and implementation of SB 375 of 2008, which coordinates transportation and land use planning.

More recently, in 2019, Dan worked closely with the Newsom Administration to draft critical elements, including the Local Government Planning Support Grants Program, that offers funding assistance for regions to assist with local housing planning and was incorporated into AB 101, a 2019 housing budget trailer bill.

Prior to his work with the League, Dan drew on his background in construction to represent the Department of General Services and the Division of the State Architect on state real estate, construction, and public contracting from 1996-1998, including working to enact design-build contracting authority for state office projects. His career began with a fellowship on the Assembly Desk during the term of former Assembly Speaker Willie Brown.

Optional Service: State and Federal Grant Writing Services

Jake Whitaker – Manager, Grant Writing and Research



RPPG proposes that Jake Whitaker will serve as the Valley Sanitary District’s dedicated grant writer. He will work with District staff to identify funding needs, provide timely updates on upcoming funding opportunities, and prepare and submit grant applications and project narratives on behalf of the District. Jake will also work closely with RPPG’s legislative staff to proactively track upcoming funding opportunities.

APPLICABLE EXPERIENCE: AT A GLANCE

- 5 years of Grant Writing experience, with over \$14,000,000 in funding secured with 24 successful grant proposals.
- 7 years of experience working in local government.
- 3 years of experience as a local government elected official.

- 2 years of experience working in the Oregon State Legislature.

More About Jake:

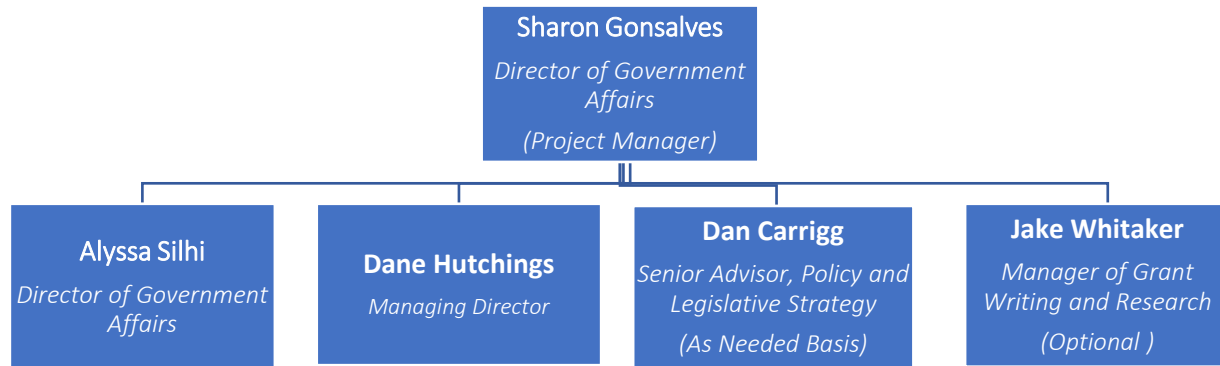
With a proven track record of bringing millions of state and federal dollars for local public agencies, Jake first discovered his passion for grant writing while assisting a colleague with an emergency shelter grant on a tight deadline. Jake's unique ability to tell the story of public agencies and non-profits resulted in several successful and highly competitive grant applications. These awards include the Economic Development Administration's (EDA) Public Works and Economic Adjustment Assistant program, the CA Volunteers AmeriCorps program, the Board of State and Community Corrections' (BSCC) Justice Assistance Grant and Youth Reinvestment Grant, the Bureau of Justice Assistance's (BJA) Justice and Mental Health Collaboration grant and the Swift, Certain, and Fair Supervision grant, and the Office of Emergency Services' (CalOES) Transitional Housing (XH) Program, Elder Abuse (XE) Program, Emergency Shelter (KE) Program, Violence Against Women Vertical Prosecution (VV) Program, and the Victim Advocacy in Detention Facilities (KA) Program.

Jake initially developed his skills as a grant writer working for the Yolo County District Attorney's Office, giving him a strong background in criminal justice funding. He developed a specialization in obtaining funding for programs that provide alternatives to traditional prosecution using restorative justice, enhance services for victims of crime, and address the intersection of poverty, mental health, and addiction with the criminal justice system. After discovering his passion for grant writing, Jake accepted a position with California Consulting to broaden his skillset and gain experience working with a variety of different types of clients. Jake recently joined RPPG's team to begin building a grant writing practice to augment the firm's service offerings, with the goal of providing a highly individualized, client-centric consulting practice.

Jake worked previously as a consultant with numerous municipal governments, including the City of Manteca, the City of Twentynine Palms, the City of Redwood City, the City of La Habra, and the City of Needles. As a member of California Consulting's team, Jake served as the primary point of contact between the firm and the EDA's regional California offices and prepared a comprehensive tutorial for the firm's grant writers on how to prepare applications for infrastructure funding through the Public Works program. He prioritizes high quality service, collaboration, and effective communication in all his consulting work.

Jake has experience preparing grant proposals across a wide range of sectors, including fire department support, wildfire mitigation, public safety, housing, parks and recreation, food insecurity, workforce development, economic development, education, water infrastructure, and transportation infrastructure.

Valley Sanitary District Proposed Organizational Chart



Demonstrated Skills and Client References

We recognize that the needs of all public agencies are not the same. While there are many areas of interest that intersect all public agencies, RPPG is familiar with the nuances of special districts and the policy areas that need to be monitored and could potentially impact operations for your District, including water and environmental quality, infrastructure and public works, and labor and employment. Although the RPPG team has an extensive list of project examples that have been accomplished in the past five years, below is a selection of narrative examples directly attributed to RPPG team members advancing policy and administrative issues of importance on behalf of our clients.

Client: City of Belmont - *(Demonstrated Skills: Legislative and Executive Branch Advocacy, Coalition Building, Client Communications, Stopping Problematic Legislation)*

AB 377 (Rivas) Water quality: impaired waters (City Position: Oppose): As introduced, AB 377 would have required that all surface water in California be swimmable, drinkable, and fishable by 2050. While the intent behind AB 377 is a laudable goal, the cost burden placed on local agency storm water management system would have practically impossible to comply with. The potential cost to the City would have been astronomical. RPPG worked with City staff to draft a detailed policy-specific letter outlining the operational and cost challenges associated with compliance. Furthermore, we engaged directly with the Assembly Appropriations committee consultant in getting San Mateo County specific examples reflected in committee analysis. This played a significant role in stopping the measure from advancing. Below outlines the specific comments

“In San Mateo County, the existing TMDLs for polychlorinated biphenyls (PCBs) and mercury will require capital expenditures of \$750 million to \$1 billion and up to \$50 million annually for operating expenditures. The annual funding gap is \$35 million before implementation of this bill. This bill will likely add hundreds of millions to the costs of compliance.” [Assembly Appropriations Committee Analysis, Dated May 17, 2021].

On May 19, AB 377 was held on the Assembly Appropriations Suspense file.

Client: City of Belmont - (Demonstrated Skills: Developing sponsored legislation, legislative and Executive Advocacy, Coalition Building)

SB 640 (Becker) Transportation Financing: Joint Projects (2021/22 Legislative Session): Since the enactment of Road Repair and Accountability Act of 2017 (SB 1) cities have a new dedicated source of revenue to address their local streets and roads projects. However, under current law, two or more jurisdictions are unable to issue a single bid to address a project of mutual interest (e.g., a throughway that stretches between multiple cities/counties). On behalf of the City of Belmont, RPPG worked with Senator Becker’s office to carry a piece of legislation that would enable more local flexibility of “SB 1” monies by allowing for a joint project submittal as well as a streamlined reporting requirement to ensure accountability and transparency remained intact.

RPPG strategic Advisor, Dan Carrigg drafted the proposed legislation—working with the client directly to ensure the language addressed their needs. Sharon from our team developed the talking points, fact sheet and other support materials and Dane worked to build a coalition of support consisting of the League of California Cities, the American Public Works Association, California Asphalt Pavement Association, and dozens of municipalities across the state to support the measure. SB 640 was signed into law on July 16, 2021.

Contact: Afshin Oskoui, City Manager
Phone Number: 650-595-7408

Client: City of Carlsbad - (Demonstrated Skills: Legislative and Executive Branch Advocacy, Client Communications, Stopping Detrimental Legislation)

AB 500 (Ward) Local Planning: Coastal Development (2021 Legislative Session): Early in the legislative process AB 500 was a bill that would have authorized the California Coastal Commission to facilitate the preservation and creation of housing affordable to lower and moderate-income households in the Coastal Zone. Later, the bill was amended to conduct a study on best practices for developing housing in a coastal zone. Many organizations who were originally oppose, including the City of Carlsbad, went to a neutral position on that version of the bill.

With one week before the end of the legislative session AB 500 was amended once again to require local governments in the coastal zone to amend their coastal programs by January 1, 2024. The timeframe provided in the bill would not allow for a city to properly go through the required process of amending a local coastal program. On behalf of the City of Carlsbad, RPPG worked closely not only with the Senate Governance and Finance but also Senators who represent coastal communities to outline concerns with the policy and timing of the bill. Carlsbad led the opposition testimony on the measure and worked with other stakeholders including the powerful building and construction trades to raise awareness on this issue. On September 9, 2021, AB 500 was placed on the Senate Inactive File and did not advance.

Contact: Jason Haber, Intergovernmental Affairs Manager
Phone Number: 760-434-2958

Client: San Mateo Consolidated Fire Authority (SMCFD) / Central Marin Fire Department -
(Demonstrated Skills: Administrative Advocacy and Negotiations, Coalition Building)

Negotiating CalPERS Public Agency Enrollment: As retirement liabilities continue to crowd out city services, agencies across California are looking for a regional services approach, particularly with fire services. The City of Belmont, Foster City, and San Mateo worked collaboratively at the local level to create the San Mateo County Consolidated Fire Department (SMCFD)—a new joint-powers authority with the intent of saving taxpayer dollars without sacrificing service delivery (or reducing firefighter personnel). The city of Corte Madera and Larkspur did the same (Central Marin Fire Department, CMFD). However, the California Public Employees Retirement System (CalPERS) denied the newly formed agency’s applications to provide retirement services to SMCFD employees. In response to the formal denial, the SMCFD reached out to Dane for assistance. Over several months, Dane worked directly with CalPERS executive leadership including the CEO, Marcie Frost, as well as state and local firefighter unions to successfully broker an agreement that enabled CalPERS to approve both the SMCFD and CMFD for retirement services. These were the first joint-powers authorities approved for retirement services in over 10 years by CalPERS.

Contact: Ann Ritzma (SMCFD)
Phone Number: (415) 244-2782

Client: City of Redwood City - *(Demonstrated Skills: Legislative and Executive Branch Advocacy, Coalition Building, Client Communications, Advancing Sponsored Legislation)*

AB 2553 (Ting) Shelter Crisis (2019-2020 Legislative Session): AB 2553 is a statewide expansion of a limited pilot program (AB 932, Chapter 786, Statutes of 2017) set to expire that would allow all local agencies upon the declaration of a shelter crisis build temporary shelters for their homelessness population. At introduction, the measure was very limited—simply expanding the current program statewide and did not address concerns specific to Redwood City’s community needs. In response, RPPG was successful in working with the Author’s office to expand the measure to include language that permits 24 hour “safe parking” programs for cars and recreational vehicles on land owned or leased by the City without the risk of creating a tenant/landlord relationship. RPPG also worked directly with the Assembly and Senate Housing committee staff as well as the Republican Caucus and the Newsom Administration to garner bipartisan support to include an urgency clause. This increased the vote threshold from a simple majority vote to a two-thirds vote. However, this allowed the legislation to take effect immediately upon the Governor signing the bill.

Given the issue was so critical to Redwood City and the surrounding community, RPPG worked with City staff to engage the community—drafting template “request for signature” letters for different constituencies who were supportive of the bill. These included sample letters customized for specific for local businesses, homeless rights advocates, and community activists.

On September 25, 2020, Governor Newsom signed AB 2553.

Contact: Alex Khojikian, Assistant City Manager
Phone Number: (650) 780-7302

G. Fee Proposal

Based on the anticipated scope of work, RPPG proposes a flat retainer fee for all services outlined in the RFP. This proposed pricing includes all items outlined in the work plan (detailed above), work performed by RPPG primary staff, advisors, and operational/administrative support – including all costs associated with all quarterly (required) FPPC filings. Additionally, we have provided an additional bundled pricing option that includes state and federal grant writing services.

Please note that any pricing options includes a not-to-exceed annual travel budget of \$5,000.00. This is a budgeted set-aside for potential costs associated with travel on behalf of the District—for example air travel and hotel accommodations. No travel related expense shall be made without written client approval.

ITEM NO.	DESCRIPTION	FEES
1.	Legislative advocacy and representation as outlined in scope of work.	\$8,000.00 Flat fee monthly retainer agreement (\$96,000.00 annual)
2.	Bundled package of legislative advocacy and grant writing services which includes guiding the District regarding submissions of state and federal grant requests and assist in preparation, submission, letters of support, and other supporting materials (<i>a reduction of \$6,000.00 annually for standalone grant writing service offering</i>).	\$10,500.00/month bundled (\$2,500.00 additional for bundled service) service (\$126,000.00 annual)
	As needed travel budget not to exceed \$5,000.00. Costs associated with travel include milage at federal per mile rate and overnight expenses if requested to attend in-person council meeting. Note: No expense shall be incurred without direct authorization from client	\$5,000.00 annual

January 12, 2022

To: Christina Gilmore
City of Mountain View

From: Sharon Gonsalves
Renne Public Policy Group

Re: Governor Newsom FY 22-23 State Budget Proposal—Possible Areas of Interest: City of Mountain View

Dear Christina:

The following is a topline summary of the Newsom Administration’s FY 22-23 proposed State budget highlighting specific areas of interest to the City of Mountain View. In addition to the summary below, you will also see occasional line items that have an “*RPPG Note*” referenced. These are specific line items that we have identified based on our “Deep Dive” process where there may be fiscal or policy alignment with the Administration. If there are other areas or line items of interest expressed by Council or department heads, please do not hesitate to reach out to our team to ask questions or request additional information.

On January 10, Governor Newsom presented for nearly three hours on the budget in its entirety. The \$286.4 billion spending plan is an increase of 9% in total. While the projected surplus comes in it at approximately \$45.7 billion the Governor was quick to point out that over half (\$25 billion) has been earmarked through Proposition 98 (\$16.1 billion), Proposition 2 (\$3.9 billion) and various state reserves (\$5.21 billion) leaving approximately \$20.6 billion in discretionary reserves. Similar to his predecessor, Governor Newsom has proposed little in the ways of long-term funding commitments and instead is seeking to bolster current programs and make one-time investments centered around five major themes:

1. Fighting COVID-19 With Science
2. Combating the Climate Crisis
3. Confronting Homelessness
4. Tackling the Cost of Living
5. Keeping our Streets Safe

One notable exception to mostly one-time or short term (multi-year) funding proposals aims to expand full-scope Medi-Cal eligibility to all income-eligible adults aged 26 through 49 regardless of immigration status. Over the last decade, the Medi-Cal program has significantly expanded and changed. This is due in large part to the implementation of the federal Patient Protection and Affordable Care Act as well as California's expansions of Medi-Cal coverage to children, young adults, and adults over 50. The Governor proposes an ongoing \$2.2 billion appropriation with a

target date of no sooner than January 1, 2024, to expand Medi-Cal—making it available to all income-eligible Californians.

Timing

The Administration will work with the State Legislature over the next six months considering the merits of the Governor’s budget proposal—deliberating items through various budget sub committees, the Administration and the Legislature will come to a consensus to adhere to the Constitutional June 15, 2022, deadline to adopt a balanced budget. The Governor will then have until June 30, 2022, to sign the Budget into law. Keep in mind that the “Budget Act” is bound by constitutional restraints as outlined. However, it has become common practice for the Governor and the Legislature to use the Budget Trailer Bill (BTB) process (e.g., a series of smaller—often topic-specific budget bills) that can quickly move anytime through the year to advance both early and late budget action. RPPG will continue to engage and advise on all budget-related matters of interest to the City.

Below is a summary of budget items we felt of most importance to the City that falls within each of these core themes. The Governors “California Blueprint” 22-23 budget proposal can be found [HERE](#).

Fighting COVID-19 With Science

With the rapid increase of the Omicron variant of COVID-19, addressing the impacts of this pandemic continue to be a top funding priority. The focus of the Administration is to keep schools open, protect frontline workers and keep the economy moving.

- \$2.7 billion additional one-time spending to:
 - Ramp up vaccine distribution
 - Bolster COVID testing
 - Increase personnel to combat future surges.
- Specific “request” from the Administration that the Legislature extend pandemic related sick leave now that SB 95 (Skinner) has expired. *[RPPG Note: While not a “budget item, it is highly likely an extension of the now expired SB 95 will span through the fall of 2022]*

Combating the Climate Crisis

Since assuming office, Governor Newsom has pushed aggressive policies and funding to ensure the State of California is a leader in addressing the impacts of global warming.

Fire and Forrest Health:

- **\$1.2 billion in additional spending on forest health and fire protection:** \$800 million General Fund and \$400 million Greenhouse Gas Reduction Fund) over two years to build

on similar commitments in 2021 and sustain critical investments in forest health and fire prevention to continue to reduce the risk of catastrophic wildfires. This includes funding to support resilient forest and landscapes; wildfire fuel breaks; community hardening; regional capacity; science-based management; and economic development of the forest sector.

Drought:

- **\$750 million for drought resilience:** Additional \$750 million one-time General Fund to support drought resilience and response, including water conservation, groundwater recharge, and assistance for small farmers whose needs have grown more acute with extended dry conditions. *[RPPG Note: Funding for water conservation efforts were raised during Dep Dive meetings, RPPG to explore potential opportunities]*
 - Additionally, \$3.725 billion in federal dollars over the next five years to improve local water infrastructure.

Climate:

- **Extreme Heat: \$175 million additional to combat extreme heat. Significant investments include:**
 - \$100 million for urban and community forestry and urban greening to cool communities through expanding tree canopies.
 - \$25 million for community resilience and heat programs to reduce the impacts of extreme heat and the heat island effect.
 - \$25 million to fund community resilience centers program to support vulnerable residents experiencing emergency situations brought about by the climate crisis.
 - \$25 million to accelerate energy-efficient updates to low-income households.
- **Resilience:**
 - **\$325 million to further climate resiliency. Significant investments include:**
 - \$165 million for the Transformative Climate Communities Program.
 - \$135 million to provide direct investments in regional climate collaboratives and resilience planning, implementation, and resilience projects.
 - \$4.7 million for the California Climate Action Corps to help act against climate change.
 - **\$2 billion over two years for clean energy projects. Significant funding includes:**
 - \$380 million for long-duration storage and to support grid resiliency.
 - \$962.4 million for equitable building decarbonization. *[RPPG Note: Funding for building decarbonization efforts were raised during Deep Dive meetings. Senator Becker has also introduced several building decarbonization measures]*

Transportation:

- **\$6.1 billion for Zero-Emission Vehicles and charging infrastructure:** \$3.5 billion General Fund, \$1.5 billion Proposition 98, \$676 million Greenhouse Gas Reduction Fund, and \$383

million Federal Funds) over five years for ZEV acceleration, with a focus on communities that are most impacted.

- **\$935 Million for Heavy-Duty Zero-Emission Vehicles and Supporting Infrastructure:** To add 1,000 zero-emission short-haul (drayage) trucks and 1,700 zero-emission transit buses. *[RPPG Note: We believe there is real funding potential and opportunity for the City of Mountain View. Senator Becker has publicly applauded this specific section of the budget. This may align with the City's Community Shuttle fleet needs, we have and will continue to meet with his team on this item].*
- **\$1.5 billion one-time Proposition 98 General Fund, available over three years, to support school transportation programs:** As noted above, these dollars are directed at greening school bus fleets. Specifically, grants of at least \$500,000 would be available with priority for local educational agencies with high concentrations of low-income students, youth in foster care, and English language learners. *[RPPG Note: Supporting the school district is something that was raised quite a bit during the Deep Dive process. There could be an opportunity for city-school collaboration on this—especially considering MV's progress on the community shuttle program].*
- **10.6 billion in new transportation investments:** 4.5 billion two-year increase of federal infrastructure package for highways, roads, transit, safety and research. Additionally, there is a proposed \$3.3 billion in General Fund for high-priority transit and rail infrastructure. These projects will improve rail and transit connectivity between state and local/regional services and are designed to reduce traffic congestion and greenhouse gas production. Other allocations include:
 - \$750 million General Fund for Active Transportation Program projects, the Highways to Boulevards Pilot, and bicycle and pedestrian safety projects.
 - \$500 million General Fund for grade separation projects that support critical safety improvements and expedite the movement of traffic and rail by separating the vehicle roadway from the rail tracks. *[RPPG Note: Funding for grade separation projects has been identified as a top priority during Deep Dive meetings]*
 - \$400 million General Fund for climate adaptation projects that support resiliency and reduce the risks from climate impacts.

Confronting Homelessness

Homelessness has been a top state priority for several years now and 2022 will be no different. For the 2022/2023 budget, Governor Newsom emphasized the goals of creating 55,000 new homes and treatment beds, focusing on behavioral health, and reducing bureaucratic obstacles to addressing the state's homelessness crisis. The Governor's budget proposal will add \$2 billion in new, one-time funding.

- \$1.5 billion in new funding to support rapid transition to get people off the streets and into behavioral health treatment. *[RPPG Note: We may need more details, but this could be an opportunity to vie for funding that aligns with what P.D. is doing on early intervention to those “frequent flyers”]*
- \$500 million to address homeless encampments. *[RPPG Note: applications for encampment resolution funding via competitive grants for FY21 funding were due December 31. There will be another round of funding available in March of 22’]*
- \$10.6 million annually for three years to continue the Returning Home Well Program to provide transitional housing to parolees at risk of housing insecurity or homelessness.

The Governor also indicated in his presentation that he will “lean into” the conversation about conservatorship reform to expand the judicial branch’s ability to conserve homeless individuals who are experiencing behavioral health issues.

Tackling the Cost of Living

- **\$2 billion in new funding to address Housing:**
 - \$500 million for the Infill Infrastructure Grant Program. *[RPPG Note: Major funding will be available to HCD “pro housing” jurisdictions. As currently designed M.V. is one of only a handful of communities across the state that may be eligible].*
 - \$300 million for the Affordable Housing Sustainable Communities grant program
 - \$100 million for adaptive reuse incentive grants (e.g., structural improvements, plumbing and electrical).
 - \$500 million for Low-Income Housing Tax Credits
 - \$200 million to provide loans to developers for mixed-income rental housing
 - \$200 million for the Portfolio Reinvestment Program to preserve targeted units in downtown-oriented areas
 - \$100 million for the Mobilehome Park Rehabilitation and Resident Ownership Program
- **Economic Development**
 - **I-Hub Relaunch and Expansion:** Allocates \$2.5 million to relaunch the California Innovation Hub program as the “Accelerate California: Inclusive Innovation Hubs program.” This new program will focus on diversity, equity and inclusion in the state’s technology and science-based startup community. Allocates an additional \$20 million over four years to expand the number of iHubs from 10 to 13 in regions throughout the state and provide five \$100,000 grants per iHub to encourage new science and technology-based businesses business in traditionally underserved areas. *[RPPG Note: Given MVs location this could be a great community benefit]*
 - **New Innovation Headquarters Credit:** Offers \$250 million (\$750 million total) in tax credits over three years – in addition to the state’s Research and

Development Credit -- for California headquartered companies investing in activities and technologies that mitigate climate change.

Keeping our Streets Safe

Responding to a significant increase in brazen organized retail thefts nationally, Governor Newsom provided how the state would combat the emergence of coordinated and organized robberies at high-value stores in this year's budget. An investment of \$356 million over the next 3 years include:

- **Bolstering law enforcement and local response**
 - Funding for local enforcement
 - New Smash and Grab Enforcement Unit
 - Deploy more patrols based on real time data
 - Small Business grants to victims
- **Ensuring prosecutors hold perpetrators accountable**
 - New Statewide Organized Theft Team
 - Additional funding to local District Attorney's to prosecute
 - Continue overseeing High Impact Investigation Team to combat gangs.
- **Getting guns and drugs off the Streets**
 - Largest gun buyback program in American
 - Intercepting drugs at the border

Other Areas of Interest Include:

Children and Childcare

- \$5.8 billion for childcare programs, including continued support for the historic multiyear commitment to rate increases, supplemental funding to providers, infrastructure grant program funding, and the eventual expansion of childcare access by 200,000 slots.
- \$25 million for the Child Care Initiative Project to address areas underserved by childcare providers, increase childcare slots, and support providers wanting licensure.
- \$10.6 million for the California Infant and Early Childhood Mental Health Consultation program to support the mental health needs of children, families, and childcare providers.
- \$10 million to expand early literacy efforts by providing multilingual books and early literacy programming for families with young children.
- An additional \$3.4 billion for the Expanded Learning Opportunities Program, which supports summer, before, and after school programs.
- \$4.7 million over three years to continue operation of a helpline that helps deliver services to children, families, and caregivers.

Libraries

- \$5 million to expand the number of library jurisdictions providing summer meal programs for students in low-income communities.
- \$12.8 million and \$1.2 million ongoing to support the digitization of historically and culturally significant materials.
- \$8.8 million increase to support free online job training and educational upskilling programs available through local public libraries.

Parks

- \$50 million for the Department of Parks and Recreation to create new California Cultural and Art Installations in the Parks Program for state and local parks.

California Volunteers

- \$10 million ongoing to expand California’s existing volunteer infrastructure and bolster the statewide Neighbor-to-Neighbor initiative to recruit, train, equip, and organize neighbors to address community needs.
- Permanently continues funding the California Climate Action Corps Program at its existing funding level of \$4.7 million to support its mission of empowering Californians to take meaningful actions to protect their communities against the harshest impacts of climate change.

Community Health

- \$1.7 billion in Care Economy Workforce investments, including funding to recruit and train 25,000 new community health workers, as well as additional psychiatric providers.
- \$350 million to recruit, train, and certify 25,000 new community health workers with specialty certifications in areas that include climate health, homelessness, and dementia. *[RPPG Note: Potential opportunity to outreach and resources specific to the City’s homelessness program].*

Immigrant Assistance, Integration and Talent

- **Immigrant Talent:** \$8.7 million one-time for competitive grants to local governments to build trust with immigrant residents and help immigrant populations navigate state and local services. This funding would help cities and counties seed and deploy best practices in immigrant support services with state-provided technical assistance. *[RPPG Note: Potential opportunity to bolster City’s commitment to diversity and inclusion within the community]*

###



Via Electronic Mail

March 3, 2022



Valley Sanitary District
Attn: Beverli A. Marshall
45-500 Van Buren
Indio, CA 92201

Re: Valley Sanitary District Request for Proposal "State Legislative Advocacy Services"

A.) Cover Letter

Dear Ms. Marshall,

Thank you for contacting California Advocates, Inc. (CalAd) to respond to the Valley Sanitary District's (VSD) Request for Proposal (RFP) for "State Legislative Advocacy Services." Per the RFP requirements, we understand this proposal is firm for 90 days from the proposal submission deadline. Additionally, CalAd acknowledges and will provide the insurance and indemnification information required per the attached professional services agreement, should we be the chosen firm to represent VSD.

Sincerely,

Dennis Albani, President
California Advocates, Inc.
1112 11th Street
Sacramento, CA 95814
Office: (916) 441-5050
Mobile: (916) 799-7564
Email: DAlbani@caladvocates.com

Firm Information and Headquarters:

California Advocates, Inc.
1112 11th Street
Sacramento, CA 95814
Office: (916) 441-5050
Website: www.californiaadvocates.com

B.) Project Team Information

Established in 1971, CalAd is the the oldest contract lobbying firm in California. CalAd is a professional contract lobbying firm established to provide representation for business, professional, and local government interests before the legislative and executive branches of state government. We are substantive lobbyists with expertise in public policy issues, including local government, special districts, natural resources, environmental protection, water, energy, solid waste, and general business issues. In addition, there are five registered lobbyists, three of which are lawyers, using their expertise solely for government affairs. Also, CalAd has two full-time assistants to help track legislation and provide support services. We invite your perusal of our website for additional information about our firm at www.californiaadvocates.com.

CalAd has a policy of assigning at least two advocates and one administrative support staffer to each account. Accordingly, Dennis Albiani will be the "Project Lead," Faith Lane Borges, and Anthony Molina will be additional "Team Advocates." Further, Roseanne Moreno will be the administrative support to help facilitate meetings and ensure Fair Political Practices Commission (FPPC) compliance.

Below is the background of our advocacy team and the experience we will bring to the representation of VSD:

Project Manager:



Dennis Albiani, Vice President, has 24 years of bipartisan government affairs experience, including 15 as a registered advocate and nine as a legislative and administration staff member. Two Governors have appointed Dennis, one from each party, to serve their administrations. As Deputy Legislative Affairs Secretary, Dennis oversaw all legislative matters dealing with Energy, Natural Resources Agency, Environmental Protection Agency, Department of Food and Agriculture, Public Utilities Commission, and the California Energy Commission. Mr. Albiani also served as a consultant in the California State Senate Committee on Agriculture and Water Resources for then-Senator,

Congressman Jim Costa and Senator Mike Machado. Mr. Albiani is a graduate of McGeorge School of Law, with distinction, and an active member of the California State Bar. He graduated from Cal Poly, San Luis Obispo, and was recognized as an outstanding graduate of the College of Agriculture, Food and Environmental Sciences. He has also completed the Dale Carnegie Institute and the Prestigious California Agricultural Leadership program, where he was honored in 2017 with the Profile in Leadership Award for service to the community.

Team Advocate:



Faith Lane Borges is a Legislative Advocate and has been with the firm for five years. She has been in government affairs in the State Capitol since 2012. Prior to joining California Advocates, Faith was senior staff in the State Capitol. Serving for years in both houses of the Legislature, she is a policy and strategy expert. During her tenure as Legislative Director for Assemblywoman Catherine Baker, she sent many bills to the Governor's desk, including bills on transportation, regulation of government bodies, healthcare, and privacy, all of which were signed into law.

Mrs. Borges has been the recipient of numerous Legislative Resolutions in her honor, including recognition by Senators Steinberg and Gaines and Assemblywoman Baker in appreciation of her exemplary work in public service. She is an active member of the California Chamber of

Commerce's California Employer's Coalition and the Public Employer Advocates Coalition. Her diligent advocacy work has been recognized by clients who presented her with an award of Presidential Citation and her legislative work within the insurance industry has been recognized on a national level with the State Legislative Excellence award in 2018. Faith earned her Bachelor of Arts degree in Political Science from the University of California Santa Barbara and became a California Senate Fellow earning her graduate certificate in Applied Policy and Government from Sacramento State University.

Team Advocate:



Anthony Molina has 10 years of experience in government affairs. Anthony most recently served as Legislative Director for Senator Anthony Portantino, Chair of the Senate Appropriations Committee. Anthony advised the Senator on legislation related to education, transportation, insurance, labor/public employment and retirement, utilities, environment, and budget.

Anthony also worked for the California Manufacturers and Technology Association (CMTA). He staffed the areas related to privacy, transportation, and regulatory reform, communicated daily with CMTA members on critical issues impacting their companies, and authored weekly articles with legislative updates on key initiatives. Anthony also worked for three assembly members, including Assemblymembers Richard Bloom, Mariko Yamada, and Warren Furutani. Anthony earned his Bachelor of Arts degree in Political Science with a minor in Communications from the University of Nevada, Reno.

Administrative Support Staff:

Roseanne Moreno has over 17 years of experience working in the California State Legislature. During her time at the Capitol, Roseanne served as lead Committee Secretary to both the Senate Judiciary Committee and the Senate Insurance Committee and an assistant to several members of the Legislature. Throughout her tenure, she developed an extensive network of legislative staff and expert knowledge of the legislative rules, processes, and procedures. With these skills, she joined California Advocates in 2015 as a Legislative Assistant and serves as Office Manager overseeing all operations for our firm.

C. & D.) Project Understanding and Work Plan/Scope of Work

CalAd's approach would recommend VSD be proactive in identifying legislative and administrative threats and opportunities. We implement client-specific bill review and notification, tracking, communication, and position evaluation procedures.

Strategic Counsel – Our commitment is not to report "what happened" but to provide detail on what is currently "happening" and our best strategic advice on what "will/could happen" moving forward. CalAd offers strategic counsel to all our clients. This guidance takes on two forms: strategic issue advice and political information. Strategic direction is a combination of evaluating the issues and intersecting with committees, the legislative process, other stakeholders, public opinion, impact on VSD, and the political dynamics in Sacramento. Once these elements are reviewed and shared with VSD, an effective strategic plan will be developed and implemented.

For political strategy and information, there is a parallel process. We actively engage in an ongoing analysis of the political landscape. We have clients who actively participate in the political action process and build on those relationships. We provide comprehensive political strategy and information to all our clients in a customized format.

We are well versed in the issues, committees, and personalities and regularly evaluate the landscape. We also regularly attend meetings and conference calls, participate in coalitions, and actively engage with critical associations such as the Association of California Water Agencies, the California Special District Association, the California Municipal Utilities Association, California WaterReuse, and the California Association of Sanitation Agencies.

We also conduct regular meetings with all the committee chairs, consultants, and members. In addition, we strongly encourage our clients to come to the Capitol to speak directly with key legislators, staff, and administration officials. For example, during the recent pandemic, we organized meetings with key district staff and legislators through video conferencing and provided "video tours" of infrastructure and detailed briefings so legislators and staff could understand the projects, issues, challenges, and opportunities.

Communication and Advising the Client – Communications and close contact with VSD staff and activity reporting are critical to a legislative and administrative advocacy program's success. We would use our extensive experience in designing the most efficient and effective communications for VSD. We recommend a few key communication documents and methods coordinated with the unique timing of the legislative process:

- A monthly written report or call providing an update on legislation, regulatory issues, appointments, and key dates and deadlines.
- A bill report and meeting or call following the bill introduction deadline.
- A written report and meeting or call following the "House of Origin" deadline. This report may also include the latest budget, given that these two deadlines are often very close.
- A written report and meeting during the summer recess.
- A written report and meeting or call at the end of the legislative year
- A final written report and meeting at the end of the bill signing period.

These formal communications will be supplemented with memos and less formal communications to the principal staff contact. We would supplement the contacts as bills, budget activities, and regulatory actions occur or are planned, and we are always available for verbal and written discussions as actions require. As needed, we would routinely come to Indio to participate in meetings in-person or via video conference as directed by the staff.

Active Lobbying and Sponsoring Legislation – CalAd has substantive advocates that are recognized as issue area experts. We routinely advocate for our clients in meetings, legislative hearings, and regulatory workshops. We draft letters, testimony, and questions for legislators on the appropriate committee. We review legislative packages and work with regulatory experts to refine oral and written comments. We monitor all pertinent budget hearings, review sub-committee agendas, and identify areas when district priorities may be funded. When appropriate, we also encourage our clients to testify and engage – the direct engagement displays a level of seriousness and commitment to an issue. In that case, we help identify the representative, advise them, prepare testimony if desired, and provide a host of activities to prepare them for the opportunity appropriately.

Specifically, we offer the following services and place the tasks of advocacy in two distinct categories:

Strategic Services:

- Provide tailored strategic advice on public policy issues impacting VSD.
- Participate in all associations in which VSD is affiliated.

- Assist in preparing material for communication, such as articles for newsletter publication or position papers in conjunction with staff.
- Available for conference calls and Web-based meetings on legislation and regulatory actions, as needed.
- Assist staff in identifying opportunities and future challenges that VSD may encounter.

Direct Advocacy:

- Actively monitor and review legislative and regulatory matters and report to staff on critical votes that affect significant areas of interest to VSD.
- Track legislation using Capitol Track and have a Web-based portal where clients can have 24-hour password-protected access.
- Advocate for specific pieces of legislation that may impact the VSD interests, including material development, one-on-one meetings with legislators, staff, committee consultants, and administration officials, committee preparation, and follow-up.
- Introduce legislation on behalf of VSD, when necessary and as directed.
- As appropriate, negotiate amendments on behalf of VSD when seeking a compromise to the benefit of VSD.
- Provide appropriate access to and coordination of meetings with legislators and key committee consultants to overview the organization's issues and member concerns.
- We have access to all key legislators and administration officials and provide all our clients with these opportunities with our diverse client list.
- Work directly with VSD and other associations in coalitions on general and specific issues of concern.

E.) Sub-consultant & Work by Others

CalAd will not sub-contract any of the work outlined in the RFP. CalAd will take full responsibility for all work as outlined within the RFP.

F.) Relevant Experience and References

CalAd has a long history of successful representation and strategic message development on behalf of businesses, trade associations, water districts and sanitation districts, and local government interests before the legislative and executive branches of state government. We are especially proud of our long-term relationships with clients that have been with the firm since its inception, including the California Judges Association, Santa Clarita Valley Water Agency (Formerly Castaic Lake Water Agency), American Institute of Architects, Coca Cola, and the Consumer Brands Association (prior entity was the Grocery Manufacturers Association).

We have extensive experience managing the legislative and regulatory needs of water and sanitation entities from across the state. We have worked on water quality, water, and sanitation district infrastructure funding, governance, and water rights. We have also worked with various state administrative agencies, including those that govern the coast and tidelands, local entities, and lead agencies for CEQA determinations. In addition, water quality continues to be an ongoing concern across the spectrum of districts and businesses. We have worked to develop the "Safe Drinking Water Fund" from Cap-and-Trade revenues, secure funding for PFAS and other chemicals of emerging concern, and address regulatory issues. Finally, we have worked extensively on SB 1383 (Lara, 2016) implementation. Through our agricultural and food clients

who have managed organic byproducts and waste for generations, we have engaged in SB 1383 regulations development, funding proposals, and managing regulatory overlap.

The best way to demonstrate our knowledge and varying strategic approaches is to discuss a few of the projects and policies we have experience managing. Below are descriptions of a few of our successes for our clients in various issue areas:

Tehama Colusa Canal Authority Fish Passage Project – Coordinated a team that successfully obtained over \$242 million from state bonds and federal funding to complete the Fish Passage Project (Project) at the Red Bluff Diversion Dam. This effort included advocating within the bond negotiations, coordinating local support from all five counties served by the Project, advocating within the state administration to prioritize federal funding, and implementing a successful strategy. This Project was the largest funded water project from the American Recovery and Reinvestment Act of 2009.

Creation of Santa Clarita Valley Water Agency – Consolidated four retail water agencies and one wholesale state water contractor to form the Santa Clarita Valley Water Agency. This highly controversial legislation overcame Local Agency Formation Commission and environmental opposition. Overcoming this opposition was accomplished by working with the local conservation community. We also addressed opposition from the county Democratic Party by managing relations with trade unions and local state elected leaders. In addition, this legislation had to address the consolidation of the district, election law, local governance, and reduction of elected seats over time. While initially controversial, this unification of the districts is viewed as model legislation, and other districts and legislative staff often call us to understand the process and strategy to implement similar local actions.

Renewable Energy and Coastal Siting – Represented NRG for many years when they were the largest renewable energy provider in California. We assisted in siting the largest solar project in the state at that time, several repowered speakers to address the intermittent challenges with renewable energy, and several smaller renewable projects throughout the state. We also worked extensively on repowering and siting three clean-burning coastal power plants that required addressing the California Coastal Commission, State Lands Commission, the Coastal Conservancy, and local government tax distribution/allocation. In addition, we have worked to secure funding for bioenergy projects such as dairy digesters, renewable diesel under the Low Carbon Fuel Standard, and biomass.

Air Quality – This year, the California Air Resources Board (CARB) implemented a mandatory end to agricultural burning of cellulosic debris. On behalf of our client, the Almond Alliance, CalAd organized an effort to secure \$180 million to be allocated over the next three years for technology solutions such as pyrolysis and healthy soil incorporation. This effort required extensive advocacy with CARB, local air districts, the Governor's Office, and key legislative budget leaders to deliver this level of funding and overcome several objections from NGOs and others.

Occupational Safety and Health Administration Standards (Cal/OSHA) and Worker Health – The COVID-19 pandemic has made many experts on Cal/OSHA Standards Board and labor requirements for public and private employers. CalAd first worked to identify "Essential Employee(s)" and advocated for expanded definitions in some areas and more restrictive in others. CalAd then worked through the standards process, drafting and editing documents submitted to the Cal/OSHA Standards Board during their administrative process for our public agencies and private employers. CalAd has also tracked and advocated on legislation and

worked closely with the Governor's Office to understand each executive order further as they were released. CalAd assisted our clients in understanding and implementing many changes that allowed employers to continue doing business but addressed the employees' concerns in an empathetic manner.

These are just a few recent examples of our successes working through our clients' various challenges and opportunities. Success in this arena requires coordinating with staff, ongoing communication with the client and decision-makers, identifying partners with other associations, flexibility, and focusing on the objective. We hope this illustrates some of the knowledge and experience on the issues of importance to VSD.

Team Roles

Dennis Albiani, Project Manager, Lead Advocate

Dennis will be a key contact, organize communications and strategy and coordinate the team working for VSD. He will be meeting directly with legislative staff, communicating with district staff and when appropriate coordinating communications and presentations at Board meetings. Dennis will coordinate a key element of any public agency representation, which is to identify key priorities for policy and budget augmentations with VSD staff, design a strategy for success and then implement the strategy whether it is to secure funds for capital improvements or to address a specific regulatory issue or legislation.

Faith Lane Borges, Team Advocate, Labor and Employment/Insurance

Faith has extensive experience serving public agencies working on public entity risk management, governance and liability issues, and legislative and regulatory actions. Among other clients, she currently represents the California Association of Joint Powers Authorities, which has become a "must consult" organization on public entity liability, employment, JPA governance, budgetary matters, and workplace safety. In addition, she is an active member of the California Chamber of Commerce's California Employer's Coalition and the Public Employer Advocates Coalition. Her diligent advocacy work has been recognized by clients who presented her with an award of Presidential Citation. Additionally, her legislative work within the insurance industry has been recognized nationally with the State Legislative Excellence award in 2018.

Anthony Molina, Team Advocate, Fiscal/Budget

Anthony will lead the team's advocacy efforts in the fiscal/budget space. Before joining CalAd Anthony was the lead staffer working for two Budget Sub-committee Chairs in the Legislature, both in the California State Assembly and Senate. Specifically, in the Assembly, Anthony worked for the Assembly Budget-subcommittee 3 Chair on "Climate Crisis, Resources, Energy, and Transportation," who remains the Chair today. He will be essential in Budget issues areas related to VSD. Furthermore, Anthony was the Legislative Director for the Senate Appropriations Chair, Anthony Portantino, who continues to serve in this capacity. This powerful committee reviews any bill with a fiscal impact on the state. Anthony brings a great network, key contacts, and experience to lead on fiscal/budget priorities for VSD.

References

Below is a list of three current clients for whom comparable services have been performed within the last five years.

Reference # 1

Name of Firm	Santa Clarita Valley Water Agency
Address	27234 Bouquet Canyon Road
City, State, Zip	Santa Clarita, CA 91350-2173
Telephone #	(661) 297-1600
Contact Name	Matt Stone, General Manager
E-Mail Address	mstone@scvwa.org
Project Name	State Government Advocacy and Consulting
Completion Date	1990 - Present

Reference # 2

Name of Firm	California Association of Joint Powers Authorities
Address	808 R Street, Suite 209
City, State, Zip	Sacramento, CA 95811
Telephone #	(562) 467-8724
Contact Name	Norman Lefmann, Legislative Committee Chair for CAJPA
E-Mail Address	nlefmann@cjpia.org
Project Name	State Government Advocacy and Consulting
Completion Date	1992 - Present

Reference # 3

Name of Firm	Tehama Colusa Canal Authority
Address	5513 HWY 162
City, State, Zip	Willows CA 95988
Telephone #	(530) 934-2125
Contact Name	Jeff Sutton
E-Mail Address	jsutton@tccanal.com
Project Name	State Government Advocacy and Consulting
Completion Date	2009 - Present

G.) Fee Proposal

It is always difficult to provide an exact amount for representation before having an in-depth meeting with staff and recognizing the full scope of the representation needs. CalAd works on a monthly retainer basis; therefore, to provide VSD with "State Legislative and Advocacy Services," CalAd proposes a monthly fee of \$6,250 or \$75,000 annually.

Additionally, CalAd would be reimbursed for all necessary pre-approved out-of-pocket expenses, including overnight mail and travel expenses. However, in no event shall the reimbursement for costs exceed \$150 per month without the prior approval of VSD staff. We also receive quarterly reimbursement of \$115.50 or \$462.00 annually to prepare FPPC reporting forms.



**REQUEST FOR PROPOSALS (RFP)
for
"STATE LEGISLATIVE ADVOCACY SERVICES"**

VSD will NOT open and publicly read Proposals

Dear Proposer:

February 8, 2022

The Valley Sanitary District (VSD or District) is soliciting written proposals from qualified firms or individuals to provide state legislative advocacy services.

As a Request for Proposal (RFP) this is not an invitation to bid and, although price is important, the District will take other factors into consideration. This document summarizes the scope of services and content of proposal. **VSD must receive the proposals no later than 4:00 pm, Friday, March 4, 2022.** All responses must be in an envelope with **"State Legislative Advocacy Services"** clearly marked on the outside of the envelope. Please mail or hand deliver **one original and one electronic copy** to:

Valley Sanitary District
Attn: Beverli A. Marshall
45-500 Van Buren
Indio, CA 92201

The District reserves the right to reject any or all Proposals. No firm shall withdraw its Proposal for a period of 90 days after the date set for the submission of the Proposal. VSD will not consider more than one Proposal from an individual, firm, partnership, corporation, or combination under the same or different names.

Reasonable grounds for believing that any individual, firm, partnership, corporation, or combination thereof is interested in more than one Proposal for the work contemplated may cause the rejection of the Proposal in which such individual, firm, partnership, corporation, or combination is interested.

Submit all questions in writing via email to: bmarshall@valley-sanitary.org.

Respectfully,

A handwritten signature in blue ink that reads "Beverli A. Marshall". The signature is written in a cursive, flowing style.

General Manager

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REQUEST FOR PROPOSALS State Legislative Advocacy Services

SECTION 1 – INTRODUCTION

The Valley Sanitary District (VSD or District) is soliciting proposals from consultants to provide professional state legislative advocacy services to recommend and support VSD’s positions on legislation and wastewater and recycled water policy matters. Key activities include:

- Advocate funding for VSD projects from State funding sources, including State Revolving Fund grants and loans, legislative appropriations, and federal pass-through funds.
- Monitor and take appropriate action as directed by VSD regarding legislative and regulatory issues that may impact VSD.
- Provide briefings and maintain ongoing communications with VSD staff and Board members.

VSD will use a “Qualifications Based” process in determining which consultant, if any, to use for these services. The process will include an evaluation and ranking of Consultants based on set evaluation criteria. The District may ask the top-ranking consultants to participate in an oral interview.

VSD reserves the right to retain all proposals submitted and to use any ideas in a proposal regardless of whether it selects that proposal.

During the evaluation process, VSD reserves the right, where it may serve VSD’s best interest, to request additional information from proposers, or to allow corrections of errors or omissions.

Submission of a proposal indicates acceptance by the firm of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between VSD and the firm selected. VSD reserves the right, without prejudice, to reject any or all proposals

1.1 District Overview

Valley Sanitary District (VSD) is a special district that provides approximately 80,000 residents in Indio, La Quinta, Coachella, and unincorporated county areas with collection, treatment, and discharge of wastewater. Parts of VSD’s service area qualify as disadvantaged communities while others consist of million-dollar homes owned by households that are only in the community part-time (October through April). This can create competing needs for affordable rates and high-quality services and infrastructure. VSD is dependent upon the support of policymakers at all levels of government to provide resources and legislative support for operational policy changes and critical infrastructure projects.

1.2 General Description of RFP

This RFP describes the general Scope of Services, necessary RFP components, consultant selection process, and required format of the RFP.

□ RFP published	February 8, 2022
□ Questions due from potential firms	February 18, 2022
□ Response to questions	February 22, 2022
□ Proposals due	March 4, 2022
□ Review of Proposals by CE Committee	March 15, 2022
□ Board Approval of Contract	March 22, 2022
□ Contractor notified of award of contract	March 23, 2022
□ Contract Start Date	April 1, 2022

1.3 General Selection Process

VSD intends to select a consultant based on demonstrated competence and qualifications for the types of services it has identified at a fair and reasonable price to the public. VSD will review all proposals and evaluate them according to the following criteria:

- Qualifications of Team
- Project Understanding and Innovation
- Work Plan / Scope of Work
- Project Schedule
- Similar Experience / References

SECTION 2 — SCOPE OF SERVICES

The Consultant will provide advocacy services at the state level on a wide variety of issues that affect VSD and water quality in the Coachella Valley.

- Support state and local legislative and regulatory actions that protect wastewater functions.
- Support legislation and policies that provide funding for development and implementation of recycled water.
- Support existing and new funding for local wastewater projects, especially small to medium-sized agencies and those in disadvantaged communities.
- Assist in developing strategies and policy principles to raise awareness and support of issues related to VSD.
- Assist with coordination and interfacing with state and local legislative offices, participate in crafting itineraries, talking points, and facilitate meetings between VSD and local legislative staff.

SECTION 3 — RFP SUBMITTAL REQUIREMENTS

The intent of these requirements is to assist proposers in the preparation of their proposal and to simplify the review process for VSD. VSD must receive and date

stamp one signed original, one copy, and one electronic copy of the proposal no later than **March 4, at 4:00 PM**. If Consultant sends a proposal by mail or other delivery system, they are responsible for the mail or delivery system delivering the proposal to VSD on or before the deadline.

Clearly mark Proposals as "Request for Proposals for State Legislative Advocacy Services," and submitted to:

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

Note: VSD will reject late submittals or submittals delivered to the wrong location.

VSD requires the proposer to submit a concise proposal clearly addressing all the requirements outlined in this RFP. The proposer's representative authorized to execute a contract must sign the Proposal, which must include, at a minimum, the following sections; however, VSD encourages the proposer to expand on the scope as needed.

A. Cover Letter

- List the name, address, and telephone number of the firm.
- Signed by an authorized representative of the consultant.
- State the proposal is firm for a 90-day period from the proposal submission deadline.
- Provide the name, title, address, and telephone number of the individual to whom VSD should direct correspondence and other contacts during the Consultant selection process.
- Provide the location of the Consultant's headquarters. In addition, provide the location of any local support offices, which will provide service to VSD.
- Acknowledge that the Consultant will provide the insurance and indemnification required per the attached Professional service agreement.

B. Project Team Information

Consultant must provide the names and positions of all staff proposed including staff for proposed sub-consultants. The proposal should also designate who will be the project manager in charge of the project, and who will be VSD's contact throughout the project. It is allowable for a single individual to fulfill multiple roles by the Consultant's staff.

C. Project Understanding and Innovation

Include visions or concepts for performing the services.

D. Work Plan / Scope of Work

Include a work plan/scope of work meeting the minimum requirements of the projects listed in the Scope of Services. VSD encourages the Consultant to modify or expand the minimum Scope of Services if they believe it is necessary to achieve the goals.

E. Sub-consultant & Work by Others

This section shall include a matrix showing the estimate of time (in hours) to perform the work, detailed by tasks, listed in the Scope of Work.

Identify all sub-consultant proposed to serve on the project, with background information for each and experience of key personnel, including project descriptions and resumes.

This section should describe all work not included in the proposal. VSD considers any work necessary to complete the project and not listed in the “Work Done by Others” to be part of the work provided by the Consultant and included in the proposal. Please include a list of tasks which the Consultant expects VSD staff to perform, information the Consultant expects VSD to provide, and an estimated amount of VSD staff time required for each task of the scope of work.

F. Relevant Experience and References

The Consultant must state the qualifications and experience of the proposed team, emphasizing the specific qualifications and experience acquired while providing similar services, particularly for the Project Manager and other key project staff members assigned to the project. Except under circumstances beyond the Consultant’s control, VSD will not accept substitutions of key members of the team put forth as part of the winning proposal.

For all staff members, describe their role giving not only their title but also the specific services they will perform and clearly illustrate the applicability of the individual’s background, education, and experience to his or her assigned role.

Provide a brief description of at least three similar projects for which the Consultant has provided services during the past five years. For all referenced projects list the:

- Client (contact person, address, and phone number)
- Project description and location
- Description of services by Consultant
- Total value of services provided by Consultant
- Consultant’s project manager
- Key personnel involved
- Sub consultant employed

G. Fee Proposal

Include a fee proposal listing the total cost and the cost associated with each task. Fee proposal must include an hourly rates schedule and should be on a time and materials, not to exceed basis. The rates quoted will remain in effect for the duration of the Agreement, unless approved by VSD. Include rates for all employment categories necessary to perform the work outlined in this RFP in accordance with applicable State of California Industrial Labor Rate Standards.

SECTION 4 — SELECTION PROCESS AND EVALUATION CATEGORIES

Individuals from VSD and/or outside agencies will evaluate submitted Proposals. During the evaluation process, VSD reserves the right, where it may serve VSD’s best

interest, to request additional information from proposers, or to allow corrections of errors or omissions.

4.1 Selection Criteria

VSD intends to select a Consultant based on demonstrated competence and qualifications for these types of services at a fair and reasonable price to the public. VSD will review all proposals and evaluate them according to the following criteria:

- Qualifications of team
- Project Understanding and Innovation
- Similar Experience / References
- Work Plan / Scope of Work
- Project Schedule

Consultant may be either selected based on information included in the proposal and, if deemed necessary, an interview prior to final selection.

SECTION 5 — GENERAL TERMS AND CONDITIONS

5.1 Limitation

This RFP does not commit VSD to award a contract, to pay any cost incurred in the preparation of the Consultant's RFP response, or to procure or contract for services or supplies. VSD is not responsible for proposals that are delinquent, lost, mismarked, and sent to an address other than that given above, or sent by mail or courier service. VSD reserves the right to accept or reject any or all RFP responses received because of this request or to cancel all or part of this RFP.

5.2 Public Records

All proposals shall become the property of VSD and will become public records and, as such, may be subject to public review.

5.3 Contract Agreement

VSD intends to award an agreement with an initial term of one year, subject to annual renewals for a maximum 3-year term. Once the Consultant accepts a proposed contract agreement, the Consultant will be required to sign the Agreement for Consultant Services and submit all other required certifications and documentation within 10 calendar days of the Notice of Selection from VSD.

The contents of the submitted proposal will be relied upon and incorporated into the awarded contract and shall become a contractual obligation. Failure of the Consultant to agree to include the proposal as part of the contractual agreement will result in the cancellation of the award. VSD reserves the right to reject those parts that do not meet with the approval of VSD, or to modify the Scope of Services, as agreed by Consultant, in the final negotiated contract. VSD will require the selected Consultant to provide the required indemnification and insurance.

SECTION 6 — QUESTIONS

If you have any questions regarding this RFP, prior to February 18, 2022, please send an e-mail to Beverli A. Marshall, General Manager, bmarshall@valley-sanitary.org.



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Authorize the General Manager to Execute a Contract with Engineering Solutions Services, Inc. for Grant and Loan Application Consulting Services in an Amount Not to Exceed \$50,000 for a 12-Month Period**

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

Executive Summary

The purpose of this report is for the Board to discuss contracting with Engineering Solutions Services, Inc. for grant assistance support services.

Strategic Plan Compliance

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

Fiscal Impact

The fiscal impact is not to exceed \$50,000 and will be charged to the appropriate capital projects. The cost of application preparation assistance can be, in many cases, charged back to grants or loans.

Background

Valley Sanitary District has several projects identified in its 20-year Capital Improvement Plan that may qualify for grants, loans, or other funding opportunities. Most of these opportunities have lengthy and time-consuming application processes as well as requiring technical information on the best method for being successful in applying for the limited funds. VSD staff does not have the experience with these grants and funding agencies that outside consultants can provide.

Engineering Solutions Services, Inc. (ESS) has had significant success assisting Coachella Valley water and wastewater agencies in applying for grants, loans, and special funding opportunities. They have professional and technical experts that have significant experience with the non-profit, state, and other agencies providing these opportunities and high returns on the applications.

Staff worked with ESS to assist with the grant and loan applications to the Bureau of Reclamation Title XVI and the Clean Water State Revolving Fund programs for the past two years and recommends continuing that relationship for Fiscal Year 2022-23.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to execute a contract with Engineering Solutions Services for as-needed grant and loan application consulting services in an amount not to exceed \$50,000 for a 12-month period.

Attachments

- Attachment A: Engineering Solutions Services, Inc. Information Brochure
- Attachment B: WIFIA Financial Assistance Summary

Engineering Solutions Services



Water- and Sewer-Related Grant Assistance Services

Quality. Integrity. Reliability.

Engineering Solutions Services (ESS) believes that successful projects are a result of a well-managed and motivated team that is committed to being accountable and sharing ownership of the product and service. Our staff members possess a proven ability to implement best practices, provide technical solutions, maintain continuity and flexibility, and deliver timely responses. ESS ensures you have a network of experts to address your unique needs. We look at the big picture so you can move your projects forward with confidence.

CPUC WBE 14060178, CUCP 41274-LA Metro SBE, DBE- SANDAG Bench

23232 Peralta Drive, Suite 112 Laguna Hills, CA 92653
P: (949) 797-6055 E: sudi@engineeringsolutionservices.net

Background

Engineering Solutions Services (ESS) was founded by Sudi Shoja, PE, a former City Engineer who has more than 29 years of experience in managing CIP and Water and Sewer programs of over \$100 million. She founded ESS in 2012 with the goal of assisting local entities in achieving their goals in funding and compliance, program management, quality assurance/quality control, and project delivery. She leverages her successful experience with transforming the agencies where she worked from losing funding to securing the maximum grant funding possible, meeting the various funding agency requirements, and serving as examples for successful audit processes. As a result, she has earned a reputation that gained us our impressive repeat client list in a short timeframe. Included below are a few examples:

- **ESS has secured over \$35 million in funding from BOR, & SWRCB in the first six months of 2019 for its clients**
- **Received approval from WIFIA for over \$50million for two projects in 2018**
- **Prepared successful cogeneration project application for \$8 million in funding**
- **The fund-request package for \$103 million to SWRCB was approved in record time and with no comments**
- **Restructured a grant application for energy efficiency that resulted in more than \$5.1 million of grant funding for City of Palm Springs**
- **Developed a funding plan for the City of Santa Ana that identified more than \$25 million in grant funding in water, recycled water, and sewer projects**
- **Created a funding strategy for the City of Hemet that resulted in \$6 million in savings and more than \$15 million in funding**
- **Identified more than \$20 million in water quality grants for two agencies**
- **Successfully awarded Proposition 84 grants in two cycles**
- **Successfully awarded \$39.2 million in GHG reduction funding since 2016**
- **Bureau of Reclamation ranked ESS prepared grant application for a well project as one of the highest**

ESS is comprised of **former agency personnel** who are thoroughly familiar with the intricate details of various funding requirements and excel at strategic planning for clients to maximize the potential for securing grants, successful management for meeting the requirements, obtaining proper authorization and reimbursements and positive audit process of the projects. ESS is certified as a

We have secured over \$300 million for various agencies in the past seven years.

Our Clients

Served as prime or sub-consultant

South Coast Water District

SOCWA

Long Beach Water District

Port of Long Beach

LA Metro

SBCTA

OCTA

Coachella Valley Water District

San Bernardino Municipal Water Dept

City of Santa Ana

City of Laguna Beach

City of Palm Springs

County of Orange

City of San Marcos

Los Angeles Metro

City of Lake Forest

City of Laguna Woods

City of Villa Park

City of Laguna Niguel

City of Irvine

City of Tustin

City of Newport Beach

City of Redondo Beach

CA Earthquake Authority

City of Hemet

City of Perris

City of Banning

City of Richmond

Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) with 12 employees at its office in Laguna Hills.

Engineering Solution Services fully understands the inner workings of the regional and municipal government process. Comprised of former government engineering and traffic managers, we have been confronted with many of the same design, budget, schedule and project-delivery challenges that face our client governments.

This understanding allows our people **to think like public agencies** and address the challenges they are facing with proactive, well-planned, cost-efficient, and innovative solutions tailored to your needs. We approach every project strategically and scale our resources to fit the agency and scope of work.

ESS specializes in various funding resources, such as: CA Department of Water Resources Control Board for Green Project Reserve (GPR) and State Revolving Funds (SRF), US Bureau of Reclamation, Proposition 1B, Water Infrastructure Finance & Innovation Act (WIFIA), Proposition 68, Proposition 84, FEMA related grants, Community Development Block Grant (CDBG), Commerce-Economic Development Administration, funding for brownfields and remedial services, environmental Bicycle Transportation Account (BTA), Safe Route to Schools, Transit and Intercity Rail Capital Program (TIRCP), Transportation Infrastructure Finance & Innovation Act (TIFIA), FTA New Start, Railroad Safety Infrastructure Improvement (FRA-RSII), Positive Train Control (PTC), Cap and Trade, Transportation community and System Preservation (TCSP), Highway Safety Improvement Program (HSIP), High Priority Projects (HPP), local tax measures, TIGER Grants, and numerous other grants

Grant Assistance — Water- and Sewer-Related Services

Our services include: **Fund Strategy Development, Grant Writing, & Fund Compliance**

We are committed to being accountable and sharing ownership of the product and service.

We believe that successful projects are a result of a well-managed and motivated team. Our team members possess a proven ability to establish and implement best practices, maintain continuity and flexibility, and deliver timely responses. We offer accessibility to a network of experts to address unique needs.

We believe in doing the job right the first time. Our commitment to providing excellent customer service has gained us repeated clients and contracts. We understand the challenges and requirements of municipal governments since many of our staff have held senior and executive management positions with California cities, including Public Works Directors, City Engineers, Capital Project Managers, and Construction Managers. This background and experience is important because document preparation will require a high level of interaction with the state project managers.

ESS is the right team to provide the consulting services for identifying and securing grants, finalizing agreements and monitoring funding compliance. We work as your partner, incorporating grant funding conversations in the process of each project as early as possible in order to maximize the potential for planning grant funding as well as implementation grand funding. Proprietary tools, such as our Work Plan Structure (WPS), in conjunction with our team's extensive experience and relationships with funding agencies, make this process easy.

**We strive to *exceed*
expectations, not just
meet them**

Our Core Business is Funding

Experience

The following highlights grants we have applied and/or managed in the last seven years:

Agency	Projects	Funding Mechanism	Value
South Coast Water District	Sewer Tunnel Rehabilitation Replacement Project	SWRCB	\$103 million
City of Palm Springs	Treatment Plant. SCADA, energy upgrades, Storm Water, Cogeneration	Various Funding Sources	\$37 million
City of Vista	14 projects for Sewer Upgrade	State Water Resources	\$27 million
City of Vista	Five Sewer Rehabilitation Project	State Water Resources	\$33 million
Long Beach Water Department	Four projects for AMI, Sewer, Water Treatment	BOR, SWRCB	\$12 million
Coachella Valley Water Department	Four projects for Pilot Study and Stormwater	BOR, FEMA, WIFIA	\$64 million
City of Laguna Beach	Sludge Export, Facility Upgrade Sewer Collection System	Various sources	\$10 million
City of Santa Ana	Automated Metering, Water and Sewer, and Water project	Various sources	\$30 million
City of Downey	Recycling Water Expansion	Various sources	\$7 million
City of Redwood City	Recycling Water and Advanced Metering	Various sources	\$7 million
City of Hemet	Storm Water, Advanced Metering, Five-year Water Projects, Water and Sewer Master Plan, Sewer Rehabilitation	Various sources	\$28 million
City of San Fernando	Seismic Retrofit of Water Tank	FEMA	\$5 million
San Bernardino Municipal Water District	Seismic Upgrade	FEMA	\$7 million
City of Vista	Stormwater Grant Applications- two cycles	Proposition 84	\$2 million
Total Secured or in Process			\$374 million

THIS IS WHAT OUR CLIENTS SAY ABOUT US:

ESS really wants to help our City. Very organized and follow up is incredible. If you work with Sudi you will see that she makes every effort to be a huge support and not a burden. She takes care of her clients and you can tell she is passionate about what she does. ESS works to collect the information themselves instead of asking you for it and are very responsive when we have questions. ESS would be an asset to you.

Kris Jensen, Public Works Director, City of Hemet

You couldn't pick anyone better to help you get and find grant funding. A great resource that won't leave you hanging once the grant comes in and would guide you through the process and be happy to answer any of your questions after the fact.

Doug Erdman, Principal Civil Engineer, City of Lake Forest

She has been very responsive and has tried to keep all staff on track by checking in and urging us to keep the ball and direct contact with the project managers with the Green Project Reserve. They are really on top moving. From a customer service prospective ESS has been great, and their services are pretty affordable. ESS has a good relationship of the timeline and has been helping to keep us all motivated.

Erik Brown, Novato Sanitary District

Sudi with ESS is an expert and is extremely knowledgeable on what pieces of the process will need to be put where, and in what order. Carefully orchestrated.

Betty Burnett, General Manager, SOCWA

If you want to get grant funding, ESS is the expert and involved in the "grant community" and has been extremely successful.

Larry Pierce, Public Works Director (former), City of Vista

We had a wish list of the things we wanted to accomplish and ESS found the funding which matched our goals most. ESS made it clear what we could actually apply for. ESS knows all of the ins and outs of the application process. The rules change all of the time, and ESS is quite knowledgeable. ESS is also very thorough in their follow through. Finding ESS has been a big plus for the City. ESS was highly recommended to us.

Rick Moreno, Facility Manager, City of San Bernardino

Wastewater Treatment Facility Upgrade, City of Palm Springs, Palm Springs, CA

Responsibilities for the City of Palm Springs began with preparation of SRF loan applications for the **\$29 million** Wastewater Treatment Plant Upgrade & **8 million** for a cogeneration project. We arranged for a meeting with the SRF management in Sacramento and provided a presentation that assured adding this project to the priority list. During the complex process for this project, we were able to provide continuous coordination with three state SRF project managers and obtain approvals for every phase. This project was completed in March 2017.



In the process, ESS identified project elements that qualified for additional grants, resulting in successful award of more than **\$5.1 million** in grants the City did not expect. We prepared Green Project Reserve grant funding application and exhibits for the following:

- Variable Frequency Drive
- High Efficiency Motors
- SCADA System Upgrade
- LED lighting
- Combined Heat and Power Cogeneration Project
- Site Improvement

ESS is now preparing the project reporting, and processing reimbursements on behalf of the City.

Grant Compliance Services, Wastewater Treatment Facility Upgrade, City of Palm Springs, Palm Springs, CA



ESS was selected to provide grant compliance monitoring services to meet all the requirements of the EPA and CA State Water Resources Control Board. ESS provides SRF & GPR compliance to meet all the requirements and process all the reimbursements on behalf of the City.

ESS successfully completed an audit process and is currently responsible for all reimbursements and project close out documents.

As-Needed Grant Writing Support Services, City of Santa Ana Utility Department, Santa Ana CA

ESS was selected in to provide needs assessment, grant identification, grant writing and compliance services for the Water and Sewer services Departments. ESS started by reviewing the City's CIP and unfunded projects and developed a funding plan by identifying grants.



To date, ESS then prepared successful applications for Bureau of Reclamation, Proposition 1, Ground Water Grant, Green Project Reserve and State Revolving Funds for the following projects:

- \$750,000 for wellhead treatment from BOR
- \$300,000 for AMI from BOR
- \$5 million for lift station rehabilitation
- \$75,000 for Water Recycling Master Plan
- \$10.5 million for Multi-Phase Sewer Collection System Improvements

The following grants are pending award:

- \$10 million for Automated Meter Infrastructure Improvements,
- \$10.5 million for Multi-Phase Water Distribution System Improvements,
- \$2.5 million for Septic-to-Sewer project
- Proposition 68 applications

The above work has been completed since January 2018 and ESS has been responsible for 100% of the work noted here.

Grant Writing Services, Long Beach Water Department, Long Beach, CA

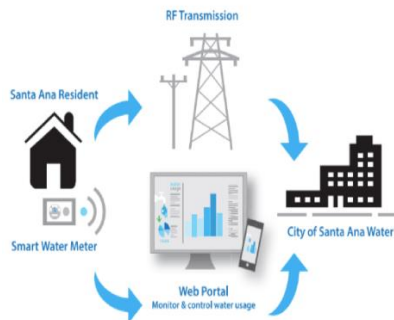


ESS has been providing grant assistance services that started with a needs assessment and review of the agency's CIP projects and unfunded projects. ESS presented a funding strategy of funding opportunities matching the projects that was approved by the Department. ESS has prepared the following successful projects for the agency:

- \$1,500,000 for AMI from BOR in 2019 (total cost of \$4.9 million)
- \$300,000 for construction of West Coast Basin Well from BOR (total cost of \$2.9 million)
- \$2.6 million for Green Project Reserve/SRF from SWRCB (total cost of \$5.2 million)

ESS has been working with LBWD since December 2017 and ESS has been responsible for 100% of the work noted here.

As-Needed Grant Writing Services, Coachella Valley Water District, Coachella Valley, CA



ESS has been providing funding strategy and grant writing services for various types of projects. In the past year, ESS has been able to provide the District with the following successful grant application packages:

- **Successful submittal of two FEMA applications for over \$13 million that were recommended by CalOES to FEMA for funding** (cost: \$9.6 million)
- **Successful submittal of AMI demonstration project to Bureau of Reclamation** (project cost: \$262,000)
- **Successful submittal of Letters of Interest for WIFIA funding for over \$50 million for two Projects** (project cost: \$99 million)

ESS has been working with CVWD since January 2018 and has been responsible for 100% of the work noted here.

Multiple Projects, South Coast Water District, Orange County, CA

- **Tunnel Stabilization and Pipeline Replacement Project- SRF Loan**

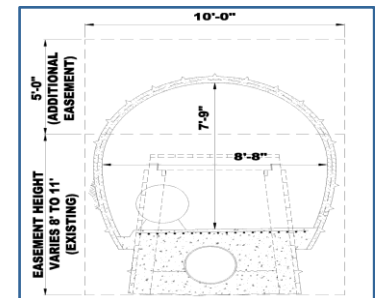


ESS served as Project Manager to develop a funding strategy for the \$103M construction project for the District and update the project documents to meet federally funded grants requirements. This included facilitation of meetings with funding agencies; preparation of presentations; review of existing engineering, environmental and regulatory compliance documents; and preparation of final documents in addition to

conferring with various state and federal agencies on behalf of the District.

We facilitated a meeting with the CA State Water Resources Control Board Management. **It is noteworthy that there were no comments from the funding agencies on any of the submittals and the project received approval in record time.**

- **WaterSMART** – Bureau of Reclamation Grant for Water Recycling project for \$10 million Recycled Water Distribution Bottleneck Upsizing Project
- **Grant Assistance Services** – Research of available grants with applicability to District's projects.



Port of Long Beach (POLB) Grant Advisory & Preparation

ESS has been serving POLB by providing a needs assessment and grant research services for various departments.

ESS is currently working with POLB on applicable funding for AQMD/Coastal Conservancy and multiple other agencies, seeking grant funding to implement its Climate Adaptation and Coastal Resiliency Plan, including shoreline protection measures. Through grant research and assistance, ESS is currently looking into details of funding for the Long Beach Municipal Stormwater Treatment facility (LB-Must) which is a joint project with the Long Beach Water Department.



Capital Improvement Project Analysis, South Orange County Wastewater Authority (SOCWA), San Juan Capistrano, CA



Working directly with SOCWA General Manager, Engineering Director, and General Manager, Project involved review of financial documents and Capital Improvement Program information and provided establishing platforms where Authority could apply for SRF and other funding opportunities on behalf of its members.

Grant Writing Support Services, City of Hemet Water and Sewer Departments, Hemet, CA

ESS provided a review of City's proposed CIP and unfunded list of projects and provided a comprehensive strategy to obtain grant funding for the City serving its disadvantaged community.

City's approval of the recommended strategy resulted in ESS pursuing five grant application packages and pursuit of low interest loan in lieu of bonds that equated to savings of **more than \$13.5 million**.



ESS is currently pursuing grants for water and sewer master plans, automated water metering system, and upgrades for water distribution and sewer collection systems.

Environmental Protection Agency

Water Infrastructure Finance and Innovation (WIFIA) Program Summary:

- **Applications Timeline:** letters of Interest are **OPEN** and due September 6, 2022.
- **Total Loan Funding Available:** \$5.5 billion for WIFIA program and an additional \$1 billion for the State WIFIA (SWIFIA) program.
- **Funding per project:** For a project to be eligible for WIFIA credit assistance, the project's eligible costs, as defined in Section 2.6, must be reasonably anticipated to be at least \$20 million. This threshold is lower for projects serving small communities (25,000 individuals or less). Small community projects must be reasonably anticipated to total at least \$5 million. The amount of WIFIA credit assistance may not exceed 49% of the reasonably anticipated eligible project costs.
- **Funding Match:** WIFIA credit assistance may not exceed 49% of the eligible project costs, and Federal funding may not exceed 80% of total project costs. Therefore, a minimum of 20% match required.
- **Eligible Applicants:** Corporations, partnership, joint venture, trust, Federal, State, or Local government entity, agency or instrumentality, a Tribal government or consortium of Tribal governments, and State infrastructure financing authority as defined by the Clean Water Act and Safe Drinking Water Act.
- **Eligible Projects:** Prospective borrowers may only apply for WIFIA credit assistance with the purpose of undertaking one or several of the following eligible projects.
 1. Wastewater projects that are eligible for the Clean Water SRF as described under section 603 of the Federal Water Pollution Control Act, notwithstanding the public ownership requirement under paragraph (1) of that subsection. The [Clean Water SRF](#) website provides additional eligibility information for this project type.
 2. Drinking water projects that are eligible for funding under the Drinking Water SRF as described in section 1452(a)(2) of the Safe Drinking Water Act. The [Drinking Water SRF](#) website provides additional eligibility information for this project type.
 3. Projects that enhance energy efficiency in the operation of a public water system or a publicly owned treatment works.
 4. Projects for repair, rehabilitation, or replacement of a treatment works, community water system, or aging water distribution or waste collection facility (including a facility that services a population or community of an Indian reservation).
 5. A brackish or sea water desalination project, including chloride control, a managed aquifer recharge project, a water recycling project, or a project to provide alternative water supplies to reduce aquifer depletion.
 6. A project to prevent, reduce, or mitigate the effects of drought, including projects that enhance the resilience of drought-stricken watersheds.

7. The acquisition of real property or an interest in real property. The acquisition must either be integral to an eligible project described in paragraphs 1-5 above or would mitigate the environmental impacts of water resources infrastructure projects otherwise eligible for WIFIA assistance, as determined by the Administrator.
 8. A combination of eligible wastewater or drinking water projects, as defined in the first and second bullet above, for which a State infrastructure financing authority submits a single application.
 9. A combination of eligible projects, described in paragraphs 1-7 above, secured by a common security pledge, for which a single eligible entity, or a combination of eligible entities, submits a single application.
- **Ineligible projects include:** Any project that does not fit into a category described above is not eligible for funding under this funding opportunity.
 - **Submittal Process:** WIFIA funding is currently available, and Letters of Interest may be submitted on an ongoing basis beginning on September 6, 2022. Applications can be submitted if the prospective borrower is invited to apply for WIFIA assistance following the submission of a Letter of Interest.
 - **Link to Program Website:**
 - <https://www.epa.gov/wifia>
 - **Scoring Criteria:**

The WIFIA program selection criteria are as follows:

PROJECT IMPACT

1. The extent to which the project is nationally or regionally significant, with respect to the generation of economic and public benefits, such as (1) the reduction of flood risk; (2) the improvement of water quality and quantity, including aquifer recharge; (3) the protection of drinking water, including source water protection; and (4) the support of international commerce. 33 U.S.C. § 3907(b)(2)(A); 40 C.F.R. § 35.10055(a)(1).
2. The extent to which the project (1) protects against extreme weather events, such as floods or hurricanes; or (2) helps maintain or protect the environment: 33 U.S.C. § 3907(b)(2)(F); 40 C.F.R. § 35.10055(a)(4); 40 C.F.R. § 35.10055(a)(5).
3. The extent to which the project serves regions with significant energy exploration, development, or production areas: 33 U.S.C. § 3907(b)(2)(G); 40 C.F.R. § 35.10055(a)(6).
4. The extent to which a project serves regions with significant water resource challenges, including the need to address (1) water quality concerns in areas of regional, national, or international significance; (2) water quantity concerns related to groundwater, surface water, or other water sources; (3) significant flood risk; (4) water resource challenges identified in existing regional, State, or multistate agreements; or (5) water resources with

exceptional recreational value or ecological importance. 33 U.S.C. § 3907(b)(2)(H); 40 C.F.R. § 35.10055(a)(7).

5. The extent to which the project addresses identified municipal, State, or regional priorities. 33 U.S.C. § 3907(b)(2)(I); 40 C.F.R. § 35.10055(a)(8).

6. The extent to which the project addresses needs for repair, rehabilitation or replacement of a treatment works, community water system, or aging water distribution or wastewater collection system. 40 C.F.R. § 35.10055(a)(12).

7. The extent to which the project serves economically stressed communities, or pockets of economically stressed rate payers within otherwise non-economically stressed communities. 40 C.F.R. § 35.10055(a)(13).

8. The extent to which the project reduces exposure to lead in the nation's drinking water systems or addresses emerging contaminants. 40 C.F.R. § 35.10055(b).

9. The extent to which the project uses new or innovative approaches. 33 U.S.C. § 3907(b)(2)(D); 40 C.F.R. § 35.10055(a)(3).

PROJECT READINESS

1. The readiness of the project to proceed toward development, including a demonstration by the obligor that there is a reasonable expectation that the contracting process for construction of the project can commence by not later than 90 days after the date on which a Federal credit instrument is obligated for the project under [WIFIA]. 33 U.S.C. § 3907(b)(2)(J); 40 C.F.R. § 35.10055(a)(9).

2. Preliminary engineering feasibility analysis. 33 U.S.C. § 3907(a)(2); 33 U.S.C. § 3907(a)(6); 40 C.F.R. § 35.10015(c); 40 C.F.R. § 35.10045(a).

BORROWER CREDITWORTHINESS

1. The likelihood that assistance under [WIFIA] would enable the project to proceed at an earlier date than the project would otherwise be able to proceed. 33 U.S.C. § 3907(b)(2)(C); 40 C.F.R. § 35.10055(a)(2).

2. The extent to which the project financing plan includes public or private financing in addition to assistance under [WIFIA]. 33 U.S.C. § 3907(b)(2)(B); 40 C.F.R. § 35.10055(a)(10).

3. The extent to which assistance under [WIFIA] reduces the contribution of Federal assistance to the project. 33 U.S.C. § 3907(b)(2)(K); 40 C.F.R. § 35.10055(a)(11).

4. The amount of budget authority required to fund the Federal credit instrument made available under [WIFIA]. 33 U.S.C. § 3907(b)(2)(E).

5. Preliminary creditworthiness assessment. 33 U.S.C. § 3907(a)(1); 40 C.F.R. § 35.10015(c); 40 C.F.R. § 35.10045(a)(1); 40 C.F.R. § 35.10045(a)(4); 40 C.F.R. § 35.10045(b).

In addition to the selection criteria score, EPA is required by 33 U.S.C. § 3902(a) to "ensure a diversity of project types and geographical locations.



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Ronald Buchwald, Engineering Services Manager
SUBJECT: **Authorize the General Manager to Sign the First Supplement to the Coachella Valley Salt & Nutrient Management Plan Memorandum of Understanding**

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

Executive Summary

The purpose of this report is for the Board of Directors to review and discuss the First Supplement to the Coachella Valley Salt and Nutrient Management Plan (SNMP) Memorandum of Understanding (MOU).

Strategic Plan Compliance

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

Fiscal Impact

The total fiscal impact of signing this First Supplement is \$123,795.02 over a five-year contract or about \$27,510 per year (the remainder or last year is much less than this value). VSD is paying only about 4.6% of the total of the consultant’s contract of \$2,684,212 which is shared with 7 other agencies as part of the SNMP MOU.

Environmental Review

This item is not a “project” as defined by CEQA and does not require any CEQA action.

Background

On November 24, 2020, the Board authorized the General Manager to sign the Coachella Valley Salt and Nutrient Management Plan Memorandum of Understanding to formalize an agreement between the 8 agencies that agreed to work on developing a Salt and Nutrient Management Plan for the Coachella Valley. A Valley wide stakeholder group is beneficial as it assures buy-in from all agencies to setting standards that all agencies must meet. The SNMP will set standards on the water quality that is both

surface spread and injected into the ground water. This includes recycled water and will affect VSD's reclaimed water project. Other entities (such as the Tribes, agricultural industry, golf course industry, etc.) have been asked and will continue to be asked to join this stakeholder group as everyone will be affected by the water quality standards that will be adopted by the Regional Water Quality Control Board (Regional Board) when the SNMP is approved. If other entities join this stakeholder group, the total costs in turn will be shared and each entities portion will be reduced.

The purpose of this First Supplement to the CV SNMP MOU is to provide for the implementation of the completed SNMP Development Workplan. West Yost Associates, Inc. (West Yost) was selected through an RFP process and the collaboration by the 8 agencies. A contract between Coachella Valley Water District (CVWD) and West Yost will be entered into for a not to exceed value of \$2,684,212, inclusive of a 5% contingency. CVWD will review and pay the invoices of West Yost and in return invoice the other 7 agencies at the percentage listed in the First Supplement. The contract of West Yost will be the completion of the SNMP Development Workplan and the approval by the Regional Board of that plan.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to sign the First Supplement to the CV SNMP Memorandum of Understanding on behalf of VSD.

Attachments

- Attachment A: First Supplement to the CV SNMP Memorandum of Understanding.
- Attachment B: CV SNMP Workplan MOU fully executed 12/15/2020.

FIRST SUPPLEMENT TO
MEMORANDUM OF UNDERSTANDING
REGARDING COLLABORATION ON THE
COACHELLA VALLEY SALT AND NUTRIENT MANAGEMENT PLAN

This FIRST SUPPLEMENT is entered into among the Parties identified herein which are the Parties to that certain Memorandum Of Understanding Regarding Collaboration On The Coachella Valley Salt And Nutrient Management Plan (“MOU”) dated as of November 5, 2020. The purpose of the MOU is to collaborate on development of a Coachella Valley Salt and Nutrient Management Plan Development Workplan (“Development Workplan”) and a Groundwater Monitoring Program Workplan, and on subsequent work that may arise from the Development Workplan and Groundwater Monitoring Program Workplan. The purpose of this FIRST SUPPLEMENT is to provide for the implementation of the completed Development Workplan. Unless otherwise stated herein, all capitalized terms in this FIRST SUPPLEMENT shall have the same definition as said terms are defined in the MOU. The Parties to this FIRST SUPPLEMENT shall be collectively referred to herein as “Parties” and individually as “Party.”

PARTIES

1. City of Palm Springs, a charter city that owns its wastewater treatment plant and manages municipal wastewater within its service area.
2. Coachella Valley Water District (“CVWD”), a county water district organized under the California County Water District Law, codified at Sections 30000, et seq., of the California Water Code and the Coachella Valley Water District Merger Law, Water Code section 33100, et seq.
3. City of Coachella, a general-law City that provides water service through the Coachella Water Authority (“CWA”), a joint powers authority formed as a component of the City of Coachella and the Housing Authority of the City of Coachella, and manages municipal wastewater in its service area through its subsidiary Coachella Sanitary District (“CSD”).
4. Desert Water Agency (“DWA”), an independent special district organized under the Desert Water Agency Law, codified at Sections 100-1, et seq., of the Appendix to the California Water Code.
5. Indio Water Authority (“IWA”), a joint powers authority formed as a component of the City of Indio and Housing Authority of the City of Indio.
6. Mission Springs Water District (“MSWD”), a county water district organized under the California County Water District Law, codified at Sections 30000, et seq., of the California Water Code.
7. Myoma Dunes Mutual Water Company (“MDMWC”), a mutual water utility system organized under California Corporations Code Sections 14300, regulated under the U.S. EPA Safe Drinking Water Act, and by California’s Water Code, Health and Safety Code.

8. Valley Sanitary District (“VSD”), a California special district, which operates under the authority of the Health and Safety Code, Sanitary District Act of 1923, Sections 6400 et seq.

RECITALS

WHEREAS, the Parties recognize the importance of basin-wide management of salts and nutrients in groundwater; and

WHEREAS, the Parties wish to supplement the MOU for the purpose of retaining consultants to assist in the implementation of the Development Workplan approved by the Colorado River Basin Regional Water Quality Control Board on October 4, 2021; and

WHEREAS, the Parties selected WEST YOST ASSOCIATES, INC. (“WEST YOST”) to assist with the implementation of the Workplan through a competitive process;

NOW, THEREFORE, it is mutually understood and agreed as follows:

RETENTION OF CONSULTANT

1. WEST YOST submitted the scope of work and fee schedule included as Exhibit 1 to this FIRST SUPPLEMENT for the implementation of the Workplan, hereafter referred to as the “Project.”
2. The Parties agree to have CVWD retain WEST YOST on behalf of the Parties, and under the MOU, to complete the Project for an amount not to exceed \$2,684,212, inclusive of a 5% contingency. Said price shall not be exceeded without prior authorization of all Parties.
3. Each Party shall be provided the opportunity to attend all Project meetings.
4. Each Party shall be provided the opportunity to review and provide comments on all Project deliverables.

COST-SHARE

5. The Parties agree to share the cost to implement the Development Workplan in accordance with the cost-share schedule included below.

Cost-Share Schedule

Party	Amount	Percentage
City of Palm Springs	\$151,126.67	5.6%
City of Coachella	\$199,062.79	7.4%
CVWD	\$1,220,381.36	45.5%
DWA	\$490,339.90	18.3%
IWA	\$209,941.92	7.8%
MSWD	\$209,611.78	7.8%

MDMWC	\$79,852.57	3.0%
VSD	\$123,795.02	4.6%

6. It is the stated goal of the Parties to pursue grant funding opportunities to off-set the cost of the Project. Grant funding secured by the Parties, collaboratively or individually, for the Project will be applied to the cost-share amount of all Parties in accordance with the percentages in the cost-share schedule.
7. It is the stated goal of the Parties to expand participation in this collaboration to any and all interested local salt contributing stakeholders. Any funding provided for the Project by future collaborators shall result in an adjustment to the cost-share amount of all Parties in accordance with the percentages in the cost-share schedule.

INVOICING AND PAYMENT

8. CVWD shall enter into a contract with WEST YOST and pay submitted invoices per the terms of the contract.
9. CVWD shall invoice each Party for reimbursement of its cost-share percentage of paid invoices on a quarterly basis.
10. Each Party shall pay the invoice submitted by CVWD within 30 days of receipt of the invoice.

OTHER PROVISIONS

11. All terms of the MOU remain unchanged, except, as supplemented herein.
12. The term of this FIRST SUPPLEMENT shall be from the date on which all Parties sign this FIRST SUPPLEMENT (“Effective Date”) to the date of completion of the Project.
13. Any Party terminating participation in the MOU, and by extension this FIRST SUPPLEMENT, shall be responsible for its share of the Project costs, as set forth in the MOU and this FIRST SUPPLEMENT, which are incurred on or before the effective date of said termination.
14. During the term of this FIRST SUPPLEMENT, the Parties shall ensure that Confidential Information shall not be disclosed to any person or entity. Each Party agrees to protect the confidentiality of the Confidential Information of the other in the same manner that it protects the confidentiality of its own confidential information but in no event shall either Party exercise less than reasonable care in protecting such Confidential Information. Any and all requests for information related to the Project shall be shared with the other Parties so that they may identify Confidential Information. If any Party receives a subpoena or other validly issued administrative or judicial process requesting Confidential Information of one or more of the other Parties, it shall provide prompt notice to the other of such receipt. The Party receiving the subpoena shall thereafter be entitled to comply with such subpoena or legal process to that extent permitted by law. The Parties’ obligations under this provision shall be binding and shall survive the expiration or termination of this FIRST SUPPLEMENT.

15. This FIRST SUPPLEMENT may be executed in any number of counterparts, each of which shall be deemed original, but all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this FIRST SUPPLEMENT as of the date indicated below.

Justin Clifton
City of Palm Springs

Date

J. M. Barrett
Coachella Valley Water District

Date

Gabriel Martin
City of Coachella

Date

Mark S. Krause
Desert Water Agency

Date

Bryan H. Montgomery
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date

Michele Donze
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

MEMORANDUM OF UNDERSTANDING
REGARDING COLLABORATION ON THE
COACHELLA VALLEY SALT AND NUTRIENT MANAGEMENT PLAN

This memorandum of understanding (MOU) is entered into among the Parties identified herein for the purpose of collaborating on the development of a workplan to update the Coachella Valley Salt and Nutrient Management Plan (CV-SNMP) and on subsequent work that may arise from the CV-SNMP Development Workplan and Groundwater Monitoring Program Workplan. The Parties to this MOU shall be collectively referred to herein as “Parties” and individually as “Party.”

Parties

1. City of Palm Springs, a charter city that owns its wastewater treatment plant and manages municipal wastewater within its service area.
2. Coachella Valley Water District (CVWD), a county water district organized under the California County Water District Law, codified at Sections 30000, et seq., of the California Water Code and the Coachella Valley Water District Merger Law, Water Code section 33100, et seq.
3. City of Coachella, a general-law City that provides water service through the Coachella Water Authority, a joint powers authority formed as a component of the City of Coachella and the Housing Authority of the City of Coachella, and manages municipal wastewater in its service area through its subsidiary Coachella Sanitary District.
4. Desert Water Agency (DWA), an independent special district organized under the Desert Water Agency Law, codified at Sections 100-1, et seq., of the Appendix to the California Water Code.
5. Indio Water Authority, a joint powers authority formed as a component of the City of Indio and Housing Authority of the City of Indio.
6. Mission Springs Water District, a county water district organized under the California County Water District Law, codified at Sections 30000, et seq., of the California Water Code.
7. Myoma Dunes Mutual Water Company, a mutual water utility system organized under California Corporations Code Sections 14300, regulated under the U.S. EPA Safe Drinking Water Act, and by California’s Water Code, Health and Safety Code.
8. Valley Sanitary District, a California special district, which operates under the authority of the Health and Safety Code, Sanitary District Act of 1923, Sections 6400 et seq.

RECITALS

A. *The Policy for Water Quality Control for Recycled Water* (Recycled Water Policy) required local water and wastewater agencies, together with local salt contributing stakeholders to develop a Salt and Nutrient Management Plan (SNMP) for those basins identified as “priority basins,” to help address the potential for recycled water use to impact groundwater quality and to promote basin-wide management of salts and nutrients in groundwater.

B. The CV-SNMP was prepared and submitted to the Colorado River Basin Regional Water Quality Control Board (Regional Board) in June of 2015, but was not adopted by the Regional Board because certain components were considered to be insufficient.

C. On February 19, 2020, in accordance with the Recycled Water Policy as amended in 2018, the Regional Board, prior to adopting a determination on the CV-SNMP, provided specific findings regarding which components of the CV-SNMP were found to be insufficient and recommendations to develop an acceptable SNMP.

D. The Parties, which are composed of local water and wastewater agencies, have agreed that it is in their mutual interest to collaborate on the development of an updated CV-SNMP, and further agreed to collaboratively prepare a CV-SNMP Development Workplan and Groundwater Monitoring Program Workplan, as agreed to with the Regional Board and confirmed in their subsequent communication dated April 27, 2020.

NOW, THEREFORE, it is mutually understood and agreed as follows:

1. Preparation of the CV-SNMP Development Workplan

The Parties will collaborate on the preparation of the CV-SNMP Development Workplan and Groundwater Monitoring Program Workplan.

- a. Consultant: The Parties selected Wildermuth Environmental, Inc. (WEI) to prepare the CV-SNMP Development Workplan and Groundwater Monitoring Program Workplan. CVWD has retained WEI on behalf of the Parties to complete this work.
- b. Cost-Share: The not-to-exceed cost for preparing the SNMP Development Workplan and Groundwater Monitoring Program Workplan is \$226,578.00. Each Party will be responsible for an equal share of the not-to-exceed cost for preparing these deliverables.
- c. Billing: WEI will submit monthly invoices to CVWD. CVWD will initially be responsible for payment of such invoices, but will, in turn, invoice each of the other Parties for their equal share of each invoice.

2. Implementation of Monitoring Workplan

The Parties will collaborate on the implementation of the Groundwater Monitoring Program Workplan.

- a. Monitoring: Each Party will be responsible for monitoring wells identified for inclusion in the monitoring network, in accordance with the Groundwater Monitoring Program Workplan, that are within their ownership or, if it is a customer-owned well, within their jurisdiction. Where jurisdictions overlap, the Parties with overlapping jurisdictions will designate the Party that will monitor individual customer-owned wells.
- b. Reporting: Each Party will be responsible for submitting monitoring data according to the schedule and format identified in the Groundwater Monitoring Program Workplan.

- c. **Monitoring Costs:** Each Party will be responsible for absorbing its own costs related to implementation of its individual monitoring responsibilities identified in the Groundwater Monitoring Program Workplan.

3. Preparation of the Updated CV-SNMP

The Parties will collaborate on the development of an updated CV-SNMP following completion of and in accordance with the recommendations in the SNMP Development Workplan. The means of procuring consulting services and need to share additional costs associated with the development of the updated CV-SNMP will be addressed in future amendments to this MOU.

4. Participation by Other Local Salt Contributing Stakeholders

It is the stated goal of the Parties to expand participation in this collaboration to any and all interested local salt contributing stakeholders. Addition of Parties and associated cost-share provisions will be addressed in future amendments to this MOU.

5. General Provisions Governing MOU

- a. **Term.** The term of this MOU shall be from the date the second Party signs this MOU (“Effective Date”). This MOU shall be effective as to any Parties that execute it, whether or not all named Parties execute it.
- b. **Modification.** This MOU may be amended in a writing signed by a duly authorized officer or representative of each of the Parties hereto.
- c. **Termination.** Any Party may terminate its participation in this MOU upon thirty (30) days prior written notice to the other Parties for any reason or no reason. Any Party terminating or otherwise ceasing its participation in this MOU shall be responsible for its share of the costs, as set forth herein, which are incurred on or before the effective date of said termination.
- d. **Dispute Resolution.** Each Party shall use its best efforts and work wholeheartedly and in good faith for the expeditious completion of the objectives of this MOU and the satisfactory performance of its terms. The Parties will attempt in good faith to resolve any dispute or disagreement arising out of or in relation to this MOU. If the dispute or disagreement cannot be settled amicably within fourteen (14) days from the date on which either Party has served written notice on the other Parties, the dispute or disagreement will be resolved by a simple majority vote. Final decisions agreed upon by a majority of the Parties will become binding on all Parties.
- e. **Payment Default.** In the event a Party (Defaulting Party) fails or refuses to make any of its payments under this MOU, CVWD will provide a 30-day notice to cure to the Defaulting Party. If the Defaulting Party does not make the required payment before expiration of the 30-day notice period, the Defaulting Party shall be deemed to have terminated its participation in this MOU. The Defaulting Party shall remain responsible for its share of the costs, as set forth herein, which are incurred on or before the expiration of the 30-day notice period. After the Defaulting Party has been deemed to have terminated its participation in this MOU, each

remaining Party will be responsible for an equal share of the remaining not-to-exceed cost for preparing the deliverables.

- f. Counterparts. This MOU may be executed in one or more counterparts, each of which shall be deemed to be an original.

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

DF


David H. Ready
City of Palm Springs

4/19/20

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella

Date

Mark S. Krause
Desert Water Agency

Date

Trish Rhay
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

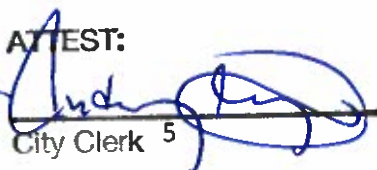
Date

APPROVED AS TO FORM

APPROVED BY CITY COUNCIL
A8625 10 11-12-20



CITY ATTORNEY

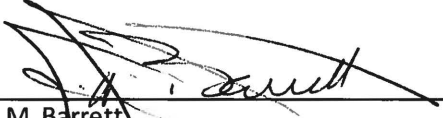
ATTEST:


City Clerk ⁵

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date



J.M. Barrett
Coachella Valley Water District

11.09.2020
Date

William Pattison
City of Coachella

Date

Mark S. Krause
Desert Water Agency

Date

Trish Rhay
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

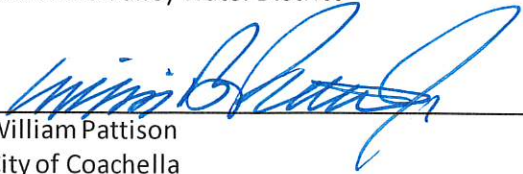
David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella



Date

12/3/20

Mark S. Krause
Desert Water Agency

Date

Trish Rhay
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella

Date

Mark S. Krause

Mark S. Krause
Desert Water Agency

December 15, 2020
Date

Trish Rhay
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella

Date

Mark S. Krause
Desert Water Agency

Date



Trish Rhay
Indio Water Authority

11/18/20

Date

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
Coachella Water Authority

Date

Mark S. Krause
Desert Water Agency

Date

Trish Rhay
Indio Water Authority

Date



November 5, 2020

Arden Wallum
Mission Springs Water District

Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella

Date

Mark S. Krause
Desert Water Agency

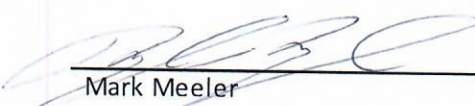
Date

Trish Rhay
Indio Water Authority

Date

Arden Wallum
Mission Springs Water District

Date



Mark Meeler
Myoma Dunes Mutual Water Company

11-5-2020
Date

Beverli A. Marshall
Valley Sanitary District

Date

IN WITNESS WHEREOF, the Parties have executed this MOU as of the day and year indicated below.

David H. Ready
City of Palm Springs

Date

J.M. Barrett
Coachella Valley Water District

Date

William Pattison
City of Coachella

Date

Mark S. Krause
Desert Water Agency

Date

Trish Rhay
Indio Water Authority


Date

Arden Wallum
Mission Springs Water District


Date

Mark Meeler
Myoma Dunes Mutual Water Company

Date



Beverli A. Marshall
Valley Sanitary District



Date



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Ronald Buchwald, Engineering Services Manager
SUBJECT: **Authorize the General Manager to Execute Amendment #3 to Task Order No. 19-03 with Stantec for Additional Construction Management & Inspection Services for a Total Not to Exceed Amount of \$27,216**

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

Executive Summary

The purpose of this report is for the Board of Directors to discuss the need for additional construction management and inspection services for the Influent Pump Station Rehabilitation project.

Strategic Plan Compliance

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

Fiscal Impact

The fiscal impact of Amendment #3 is \$27,216. The total cost of the Task Order No. 19-03 including all three Amendments is \$438,327.

Environmental Review

This item is not a “project” as defined by CEQA and does not require any CEQA action.

Background

On December 10, 2019, the Board authorized the General Manager to enter into a contract with Stantec to be the Owner’s Representative and assist in the procurement process for the Influent Pump Station Rehabilitation Project for a not to exceed fee of \$387,131. On March 4, 2020, the Board approved Amendment #1 for \$15,372 to comply with the legal requirements of selecting a design-build team, which required both a RFQ and an RFP process. The original contract only assumed an RFP was needed.

The General Manager approved Amendment # 2 in March 2022 for \$8,608, which is within the General Manager spending authority. Amendment #2 included a geotechnical review of the design build team's design for a new concrete pad on compacted soil that needs to be installed for the project.

Amendment #3 is needed for additional construction management and inspection services. The original task order was approved 2.5 years ago. The hourly rates need to be updated, the construction schedule needed the number of inspection hours to be adjusted, an inspector with a vehicle was required that was not included in the original contract. A principal in charge was added to oversee the construction management and inspector's efforts.

Although the amount of Amendment # is within the General Manager's spending limits, staff felt that it was an opportunity to inform the Board of the latest efforts on this task order and project. The costs of this Amendment #3 and remaining work on the original Task Order 19-03 are included in the recently adopted CIP budget for fiscal year 2022/23.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to execute Amendment #3 to Task Order No. 19-03 with Stantec Inc. for a not to exceed amount of \$27,216.

Attachments

Attachment A: Amendment #3 to Task Order 19-03 dated June 17, 2022

17 June 2022

Ron Buchwald, PE
 District Engineer
 Valley Sanitary District
 45500 Van Buren Street
 Indio, California, 92201

Subject: Amendment 3 to Task Authorization 19-03 - Influent Pump Station Rehabilitation – Additional Construction Management and Inspection Services

Dear Mr. Buchwald,

In our original proposal dated November 19, 2019, the fee for Subtask B.1 Provide Construction Management and Inspection was listed as \$93,746.00. Since it has been more than 2 years since we submitted our original proposal, our subconsultant MWHC who will be leading the task B.1, performed an in-depth review of the DBE’s baseline schedule for critical flaws. Based on the review, MWHC has identified few scope items that are important for successfully performing their work and also adjusted labor rates from 2019 to 2022, that were not included in the original scope.

Items that were not included in the original scope	Hours	Average Hourly Rates*	Cost
Principal-In-Charge	32	\$232	\$7,420
Rate Change for CM/Insp from \$155 to \$165.40 (average)	517	\$10.40	\$5,378
Hours contributed to increased duration	40	\$165.62	\$6,625
ODC's- company vehicle charge (\$675/Month. 8 Month Duration)			\$6,497
Totals:	589		\$25,920
Stantec Mark-up			\$1,296
Total Additional Fee			\$27,216

Thanks for the opportunity to work on this project. If you have any questions, please contact Ruoren Yu at (626) 379-2428 or Venu Kolli at (626) 568-6073.



Ruoren Yu, PE
 Senior Engineer
 Phone: (626) 379-2428
 ruoren.yu@stantec.com



Venu Kolli, PE
 Area Manager
 Phone: (626) 568 6073
 Venu.Kolli@stantec.com

Mr. Ron Buchwald, PE
Page 2 of 3

Reference: Amendment 3 to Task Authorization 19-03 - Influent Pump Station Rehabilitation – Additional Construction Management and Inspection Services

By signing this proposal, Valley Sanitary District authorizes Stantec to proceed with the services herein described and the Client acknowledges that it has read and agrees to be bound by the attached Professional Services Terms and Conditions.

This proposal is accepted and agreed on _____

Print Name & Title

Signature



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Discuss Proposed Compensation Rate for Directors of the Valley Sanitary District Board and Set Public Hearing Date**

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

Executive Summary

The purpose of this report is for the Board of Directors to discuss Board member compensation and determine a public hearing date if necessary.

Strategic Plan Compliance

The recommendation complies with the VSD Strategic Plan Goal 6: Improve Planning, Administration, and Governance.

Fiscal Impact

The fiscal impact depends upon the amount that the Board selects for the new rate of compensation.

Background

The California Health & Safety Code §6489 and Water Code §20202 (Attachment A) established the compensation rate cap of \$100 per day of service as of 1987. Each year the Board can increase the rate by no more than 5% each calendar year following the operative date of the last adjustment of the compensation that is received when the ordinance is adopted. Based on the annual escalator, the allowable rate for the calendar year is \$315 for each regular or special meetings of the Board or Board Committee attended by the Director or for each Day of Service rendered by the Director at the request of the Board with a maximum allotment of six (6) meetings per month.

Ordinance No. 2021-120 (Attachment C) states that The Board of Directors shall review their compensation each July to determine whether it should be increased in accordance with California Health and Safety Code §6489 et seq. A five percent (5%) increase will be added to the compensation annually in September, only after review and approval from the Board of Directors.

The last time the directors' compensation was changed was September 2021 when the Board adopted Ordinance 2021-120 (Attachment C) and increased the rate to \$300 per day of service. If the Board chooses to adopt a new rate of compensation, it will become effective 60 days from the date the ordinance is adopted.

Recommendation

Staff recommends that the Board discuss the rate of compensation for directors, recommend the proposed change, set the public hearing for July 15, 2022, and direct staff to publish the notice of public hearing.

Attachments

- Attachment A: California Health & Safety Code §6489 and Water Code §20202
- Attachment B: Board Member Compensation Comparison
- Attachment C: Ordinance 2021-120 Setting Board Compensation Rate
- Attachment D: Public Hearing Notice for Ordinance to Change Compensation Rate



California
LEGISLATIVE INFORMATION

Code: Section: ⓘ

[Up^](#) [<< Previous](#) [Next >>](#) [cross-reference chaptered bills](#) [PDF](#) | [Add To My Favorites](#)

HEALTH AND SAFETY CODE - HSC
DIVISION 6. SANITARY DISTRICTS [6400 - 6982] (*Division 6 enacted by Stats. 1939, Ch. 60.*)
PART 1. SANITARY DISTRICT ACT OF 1923 [6400 - 6830] (*Heading of Part 1 amended by Stats. 1939, Ch. 1124.*)

CHAPTER 3. Officers [6480 - 6501] (*Chapter 3 enacted by Stats. 1939, Ch. 60.*)

6489. (a) Subject to subdivision (b), each of the members of the board shall receive compensation in an amount not to exceed one hundred dollars (\$100) per day for each day's attendance at meetings of the board or for each day's service rendered as a director by request of the board, not exceeding a total of six days in any calendar month, together with any expenses incident thereto.

(b) The district board, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the compensation received by board members above the amount of one hundred dollars (\$100) per day.

(c) The secretary of the sanitary board shall receive compensation to be set by the sanitary district board, which compensation shall be in lieu of any other compensation to which he or she may be entitled by reason of attendance at the meeting or meetings of the sanitary board.

(d) For purposes of this section, the determination of whether a director's activities on any specific day are compensable shall be made pursuant to Article 2.3 (commencing with Section 53232) of Chapter 2 of Part 1 of Division 2 of Title 5 of the Government Code.

(e) Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Amended by Stats. 2005, Ch. 700, Sec. 12. Effective January 1, 2006.)



WATER CODE - WAT

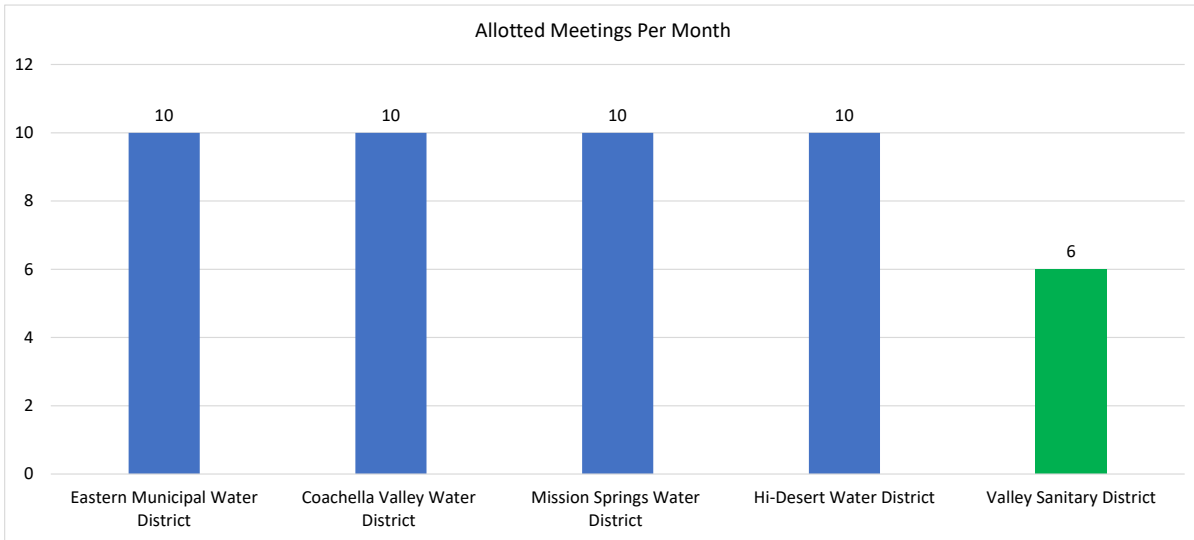
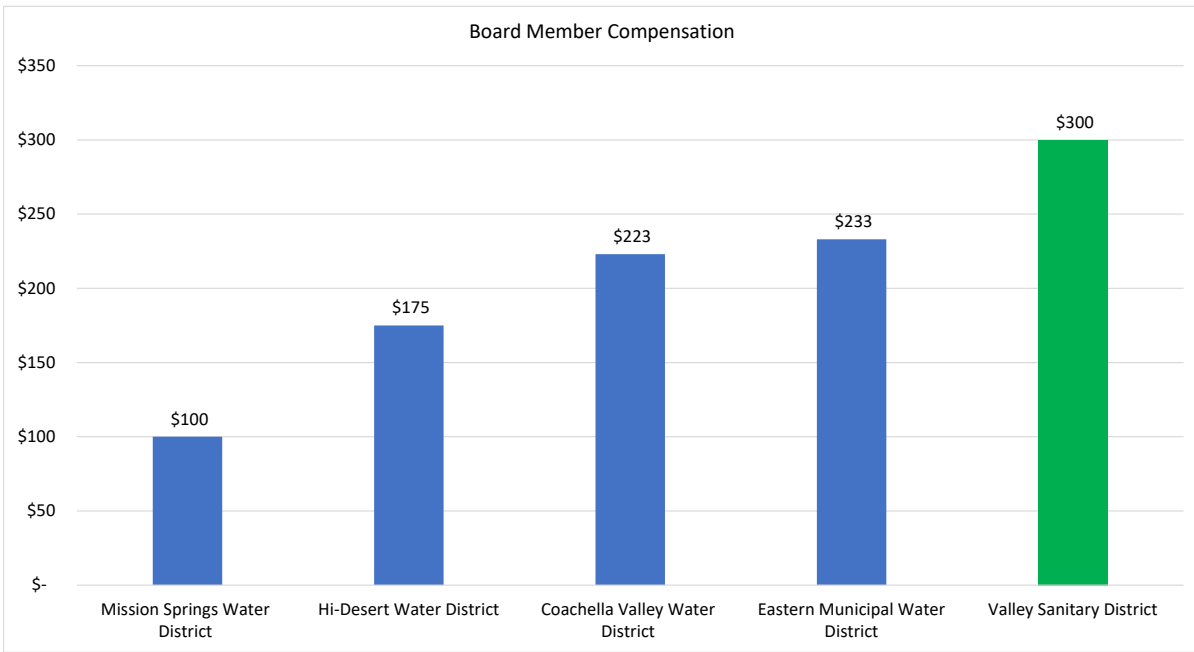
DIVISION 10. FINANCIAL SUPERVISION OF DISTRICTS [20200 - 20220] (*Division 10 added by Stats. 1943, Ch. 371.*)

CHAPTER 2. Compensation of Water District Directors [20200 - 20207] (*Chapter 2 added by Stats. 1984, Ch. 186, Sec. 1.*)

20202. In any ordinance adopted pursuant to this chapter to increase the amount of compensation which may be received by members of the governing board of a water district above the amount of one hundred dollars (\$100) per day, the increase may not exceed an amount equal to 5 percent, for each calendar year following the operative date of the last adjustment, of the compensation which is received when the ordinance is adopted.

No ordinance adopted pursuant to this chapter shall authorize compensation for more than a total of 10 days in any calendar month.

(*Amended by Stats. 1989, Ch. 111, Sec. 1.*)



ORDINANCE NO. 2021-120

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE VALLEY SANITARY DISTRICT
SETTING BOARD MEMBER COMPENSATION**

WHEREAS, Valley Sanitary District (VSD) is a sanitary district formed pursuant to the provisions of the Sanitary District Act of 1923, California Health and Safety Code §6489 et seq.; and

WHEREAS, California Health & Safety Code §6489, California Government Code §53232 et seq. and Water Code §20201 and §20202 set forth provisions governing compensation of the members (Directors) of the District Board of Directors (Board); and the Water Code permits a compensation increase of up to five percent (5%) for each calendar year following the operative date of the last adjustment of the compensation that is received when the ordinance is adopted; and

WHEREAS, the Health and Safety Code limits board Member compensation to no more than six (6) days' service in a calendar month; and

WHEREAS, the Board of Directors of Valley Sanitary District last adjusted its compensation in January, 2016, raising it to \$250 per meeting; and

WHEREAS, since no adjustments were made in subsequent years, the Board may approve an increase of up to five percent (5%) for each year an increase was not taken, to capture the permitted increases not taken in 2017-2021; and

WHEREAS, any such increase shall not be effective for at least sixty (60) days from the date of final passage.

NOW, THEREFORE, the Board of Directors of Valley Sanitary District **ORDAINS AS FOLLOWS:**

1. Compensation

- a. **Board Meeting/Board Committee Meeting/Day of Service.** Each Director of the District Board of Directors shall receive compensation in the amount of three hundred dollars (\$300) for each regular or special meeting of the Board or Board Committee attended by the Director or for each Day of Service rendered by the Director at the request of the Board.
- b. **Limitations.** Notwithstanding any other provisions of this Ordinance, the total compensation paid to a Board Director in a calendar month for attending regular or special meetings of the Board or a Board Committee and for rendering Days of Service shall not exceed one thousand eight hundred dollars (\$1,800), which is the equivalent of six (6) times the Board Meeting/Board Committee Meeting/Day of Service compensation set forth in Section 1a. above. Payments for attending Board or Board Committee meetings or rendering Days of Service in one calendar month shall not be transferred to another calendar month to avoid this limitation.
- c. **Increase.** The Board of Directors shall review their compensation each July to determine whether it should be increased in accordance with California Health and Safety Code §6489 et seq. A five percent (5%) increase will be added to the compensation annually in September, only after review and approval from the Board of Directors.

2. **Day of Service at Request of the Board.** For purposes of this Ordinance, a Director renders a Day of Service at the request of the Board when the Director attends a meeting, conference, or seminar pursuant to either a formal action taken by the Board or a Standing Day of Service Request, as defined in Section 3, below. In addition, a travel day shall constitute a separate Day of Service requested by the Board, provided (i) the travel is undertaken during normal business hours on the day preceding or following a

Day of Service for the purpose of arriving at or departing from the location of that Day of Service and (ii) such travel exceeds one hundred and twenty-five (125) miles one way.

3. Standing Day of Service Request

- a. Each Director of the Board is hereby requested to attend scheduled meetings of any of the organizations on the following list:
 - 1) California Association of Sanitation Agencies (CASA)
 - 2) California Sanitation Risk Management Authority (CSRMA)
 - 3) California Special Districts Association (CSDA)
 - 4) Coachella Valley Association of Governments (CVAG)
 - 5) Colorado River Basin Regional Water Quality Control Board
- b. Attendance at any meeting, conference, or seminar listed above is subject to each Director’s personal availability and any limitations posed by individual schedules.

4. **Repeal of Resolution No. 729.** Resolution No. 729 is hereby repealed in its entirety.

5. **Effective Date.** This Ordinance shall take effect September 11, 2021, sixty (60) days from adoption of this Ordinance by the Board of Directors.

ADOPTED, SIGNED, AND APPROVED this 13 day of July, 2021, by the following roll call vote:

- AYES:
- NAYES:
- ABSENT:
- ABSTAIN:

Scott Sear, President

ATTEST:

Debora Canero, Secretary-Treasurer

VALLEY SANITARY DISTRICT

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of Directors of Valley Sanitary District will hold a public hearing on a proposed ordinance to increase the compensation paid to the District's Board of Directors pursuant to Health and Safety Code §6489(b) and Water Code §20202. The current compensation rate is \$300 per day for attendance at meetings of the Board or services rendered at the request of the Board. The Board proposes that the compensation be increased to \$315.

Prior to adoption of an ordinance to affect the proposed compensation increase, the District Board will hold a public hearing at which any interested person is invited to attend and address the Board concerning the proposal.

The Board of Director's hearing will be held Tuesday, July 15, 2022 at 1:00 p.m. in the District Office located at 45-500 Van Buren Street, Indio, California.

Dated: June 28, 2022

By order of the Board of Directors

Beverli A. Marshall, General Manager

Publish 6/30/2022 & 7/07/2022

VALLEY SANITARY DISTRICT

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Dated: June 28, 2022

By order of the Board of Directors

Beverli A. Marshall, General Manager

Publish 6/30/2022 & 7/07/2022



**Valley Sanitary District
Board of Directors Meeting
June 28, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: Request for Direction on the Request for Proposal (RFP) of an Employee Health and Wellness Program Provider

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

Executive Summary

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 6.3: Improve administration and management

Fiscal Impact

The fiscal impact of the contract for the Health and Wellness Program Provider can range from \$19,125 to \$78,000 dependent on the Board of Directors’ selection of the firm.

Background

On April 1, 2022, the District released a Request for Proposals (RFP) for an Employee Health and Wellness Program. The District solicited proposals for a consulting and/or wellness firm to develop a wellness program for District employees. The consulting and or wellness firm will possess expertise and experience in implementing agency-specific wellness programs that promote healthy behaviors. The District received four digital (4) proposals and one (1) hard copy proposal. Only the four (4) digital proposals were reviewed by the selection committee.

Staff is requesting direction from the Board of Directors regarding the eligibility for consideration for the hard copy proposal. Legal counsel has reviewed this matter and has offered three (3) possible options for the Board of Directors to consider.

- Option 1: Award the contract to the highest-scoring proposal that was reviewed by the committee and reject the hard copy proposal.

- Option 2: Allow the hard copy proposal to be submitted and reviewed by the scoring committee.
- Option 3: Reject all proposals and create a new RFP.

Legal counsel has determined that option three has the lowest risk to the District.

Recommendation

Recommend that the Board of Directors provide direction and select one of the three options regarding this RFP.

Attachments

Attachment A: RFP Cumulative Scoring Sheet

Attachment B: RFP Employee Health and Wellness Program

Cumulative Scoring Sheet

FIRM	Scorer A	Scorer B	Scorer C	Scorer D	Total Points
KEENAN & ASSOCIATES	90	100	100	75	365
ELEVATION HEALTH	72	91	97	80	340
RESHAPE YOUR LIFE	61	83	43	87	274
CROSSROADS TO CARE	80	81	65	43	269

RATES

FIRM	YEARLY FEE
CROSSROADS TO CARE	\$ 37,200.00
ELEVATION HEALTH	\$ 78,000.00
KEENAN & ASSOCIATES	\$ 19,125.00
RESHAPE YOUR LIFE	\$ 37,000.00



REQUEST FOR PROPOSALS (RFP)

Employee Wellness Program

Release Date: April 1, 2022

Deadline for Submission: April 29, 2022

Contact Person: Jeanette Juarez, Business Services Manager

**VSD
45-500 Van Buren St
Indio, CA 92201**

**REQUEST FOR PROPOSALS (RFP)
Employee Health and Wellness**

RELEASE DATE: April 1, 2022

CLOSING DATE: Proposals must be received no later than **April 29, 2022**, by 3:00 p.m. by the means listed in the RFP.

CONTACT PERSON: Jeanette Juarez, Business Services Manager
E-mail: jj Suarez@valley-sanitary.org
Phone: 760-238-5400

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

Counter Hours: M-F 8:00 AM – 5:00 PM

PURPOSE

The Valley Sanitary District (**VSD**) is soliciting proposals for a consulting and/or Wellness firm to develop a wellness program for VSD employees. The consulting and or wellness firm will possess expertise and experience in implementing agency specific wellness programs that promote healthy behaviors.

ABOUT THE DISTRICT

VSD is in the Coachella Valley about 20 miles southwest of the Palm Springs airport. VSD is a wastewater district, founded in 1925, operating under the Sanitary District Act of 1923. VSD has over 28,000 service connections in a 19.5 square mile service area serving a population of about 75,000 in the communities of Indio, Coachella, La Quinta, and unincorporated Riverside County. VSD's Adopted FY 2021/22 Operating Budget is \$10.9 million.

VSD is governed by a five-member Board of Directors and led by a senior management team comprised of a General Manager, Engineering Services Manager, Operations Facility Manager, and Business Services Manager. Staff includes a total of 35 full-time employees spread across three Departments: Administrative Services Department, Operations & Maintenance Department, and the Engineering Department.

Keeping infrastructure up to date and reliable is a significant part of VSD's commitment to provide quality service to its customers. Capital improvement and replacement projects are necessary to replace aging underground infrastructure and to ensure that VSD offers superior treatment to meet environmental standards.

INTRODUCTION

VSD is soliciting proposals for a consulting and/or wellness firm to develop and implement a wellness program for VSD employees. The consulting and or wellness firm will possess expertise and experience in implementing agency specific wellness programs that promote healthy behaviors (**Exhibit A**).

The goal of the wellness program will be to promote healthier behaviors and outcomes for all participants, focusing on the common chronic conditions that affect a significant portion of the employee population and drive health insurance costs. The consultant will recommend cost-effective strategies designed to identify, prevent, and manage chronic conditions. The consultant will identify challenges to program success and recommend viable solutions that support a culture of health and sustain positive outcomes. The consultant/firm will provide in person as well as web or app-based programs and services.

TERM OF AGREEMENT

The agreement is estimated to begin on **July 1, 2022**. The terms of the agreement for services will be negotiated with the selected proposer. The contract will be monitored for acceptable services rendered throughout the contract term. VSD will have the option to cancel the contract in whole or in part during the contract term, for any reason, without penalty, upon notice. The Proposer will not be entitled to lost profits or any further compensation not earned prior to the time of cancellation.

You may be invited to make an oral presentation. The contract, if any is awarded, will be awarded to the firm(s) whose overall proposal(s) demonstrates the ability to best meet the needs of the Valley Sanitary District. This will not be judged solely on the price of the contract. By submitting a proposal, the proposer acknowledges and agrees that VSD reserves the right to investigate the qualifications of all firms under consideration and to confirm any part of the information furnished by any proposer, or to require other evidence of managerial, financial, or technical capabilities considered necessary to fulfill the contract successfully.

RFP RESPONSE FORMAT

The RFP respondent shall submit one PDF Electronic copy of the RFP response with all the information requested. To simplify the proposal evaluation process, VSD is seeking RFP responses in the following format:

1. Cover/Cover Letter

- Name of Business/Company
- Business/Company Address
- Telephone Number(s)
- E-mail Address
- Website Address
- Name, title, telephone number and, if different, address of person(s) authorized to represent business entity

- Name, title, telephone number and, if different, address of person(s) authorized to sign contracts for the business entity

2. RFP Response

A. Information about the consulting firm including the following information.

- organization type (corp, llc, etc)
- organizational structure(s)
- location of principal office(s)
- years in business
- number of employees
- other pertinent information

B. Key personnel and roles

- Name of the principal point-of-contact in the firm/entity that will have direct and continued responsibility for the services provided to VSD. This person will be VSD staff's first point-of-contact on all matters at the contract administration level dealing with the services offered and will either handle day-to-day activities or assign a point-of-contact and other firm staff as needed for that responsibility.
- Outline of responsibilities/roles of firm/entity personnel with respect to providing the services requested.
- Experience/resumes of assigned personnel including certifications.
- Location of resources assigned to project and availability for on-site work activities.

C. Qualifications of the Firm/Entity

- Description of at least three (3) similar projects/assignments. Describe the roles of both parties, description and size of environments serviced, services performed, annual charges and resources utilized.
- At least three references for similar assignments/work performed. If different from above project list, describe the nature of the project/assignment as described above.
- Tenure with firm of key personnel to be assigned to project.

D. Response to the Scope of Services requested and other key issues raised in RFP

The respondent should address how it will provide the services requested in the scope of services and discuss other key issues raised in this RFP or are anticipated during the course of performing the scope of services requested.

E. Cost Proposal – Separate Attachment

- VSD desires an all-inclusive based fees proposal for the scope of services listed (required). In addition, firms may disclose a fixed fee schedule for specific managed service offerings provided.
- Include hourly billable rates of all personnel who could be assigned to the project.
- Include any other billable costs (and corresponding unit costs) associated with the proposal (e.g., direct charges such as copying costs, travel, etc.) as applicable.

GENERAL TERMS AND CONDITIONS

1. **Consultant Questions during Proposal Process:** Proposing firms are encouraged to ask questions to strengthen proposals to VSD. Please direct your questions to: Jeannette Juarez at jj Suarez@valley-sanitary.org. Please provide all inquiries in writing (e-mail). Questions will be accepted up to **3:00 pm Pacific Time on Friday, April 15, 2022**. All questions and answers will be e-mailed to all firms who indicate their intention to respond to the RFP. Please email your intention to respond to Jeannette Juarez. You will receive confirmation of receipt of your email. Question sources will remain anonymous.
2. **Limitation:** The Request for Proposals (RFP) does not commit VSD to award a contract, to pay any cost incurred in the preparation of the firm's RFP response or to procure or contract for services or supplies. VSD reserves the right to accept or reject any or all RFP responses received as a result of this request, to negotiate with any/all qualified sources or to cancel all or part of this RFP.
3. **Award:** The firm/entity chosen may be required to participate in negotiations and to submit such revisions of its proposals as may result from negotiations. VSD reserves the right to award a contract/select a service provider without discussion based upon the initial proposals.
4. **Signature:** The consultant's RFP response shall provide the following information: name, title, address, and telephone number of individuals with authority to bind the service provider and who may be contacted during the period of proposal evaluation. The consultant's RFP response shall be signed by an official authorized to bind the consultant.

PROPOSAL SUBMISSION

One PDF electronic copy of the proposal must be received no later than **3:00 p.m. on Friday, April 29, 2022**, by one of the following two methods. Late proposals will not be accepted.

1. Delivered to VSD Administrative Office
or
2. Emailed to jjuarez@valley-sanitary.org

SELECTION CRITERIA

In reviewing proposals, VSD's proposal reviewers will use a standardized selection:

- Experience and qualifications of assigned staff **(10 points)**
- References (particularly public agencies) and relevant work performed **(20 points)**
- Firm/entity key personnel assigned to the project **(10 points)**
- Demonstrated ability to competently implement the scope of services **(25 points)**
- Demonstrated understanding of issues raised by District in RFP and completeness in addressing the scope of work **(30 points)**
- Cost for services **(5 points)**

A review panel will rate the initial proposals based upon standardized selection criteria and may select up to 3 of the highest scoring firms to attend interviews (see selection process and time frame below). All other firms will be notified according to the schedule provided below.

SELECTION PROCESS AND TIME FRAME

Friday, April 01, 2022	Release date of RFP
Friday, April 15, 2022	Written questions from consultant's due no later than 3:00 PM PDT (optional)
Friday, April 22, 2022	Responses from the District
Friday, April 29, 2022	RFP responses due no later than 3:00 PM PDT
Friday, May 13, 2022	RFP evaluation completed
Tuesday, May 24, 2022	Recommendation to the Board of Directors for award
Friday, July 01, 2022	Services begin

Exhibit A Scope of Services

The awarded Contractor(s) shall develop and implement the following minimum components to produce a comprehensive health and wellness program for VSD Employees.

Biometric & Flu Shot Clinics: Manage scheduling and coordination of onsite biometric and flu shot clinics annually.

Create a comprehensive annual wellness program with the following components:

- **PHYSICAL WELL-BEING** – at least monthly workshops to empathize the importance of physical activity, nutrition, and proper sleep to overall health.
- **EMOTIONAL WELL-BEING** – at least quarterly seminars focused on mental health strength/resilience and stress management.
- **SOCIAL/OCCUPATIONAL WELL-BEING** – at least quarterly events in coordination with organizational development to promote engagement and positive social health.

In addition to the minimum program components listed above, the awarded contractor will also provide wellness programming aimed at improving VSD's biometric report card in the areas of cholesterol, blood pressure, and body mass index. The contractor will be responsible for implementation of outcome-based wellness program over the life of the contract. In addition, the contractor will manage and maintain our employee Fitbit program, additional annual events including (Benefits and Wellness Fair, Men's and Women's Health Workshops). The contractor will also serve as Wellness Advisory Committee member.

**VALLEY SANITARY DISTRICT
COMMUNITY ENGAGEMENT COMMITTEE
SPECIAL MEETING MINUTES**

June 9, 2022

A meeting of the Valley Sanitary District (VSD) Community Engagement Committee was held at 45-500 Van Buren Street in Indio, California, on Thursday, June 9, 2022.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:
Chairperson Scott Sear
Committee Member Debra Canero

Staff Present:
Beverli Marshall, General Manager, and Holly Gould

1.2 Pledge of Allegiance

2. PUBLIC COMMENT

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

None.

3. DISCUSSION / ACTION ITEMS

3.1 Discuss Proposals Submitted in Response to the District's Request for Proposals for Legislative Advocacy Services

On February 8, 2022, staff published the Request for Proposals for State Legislative Advocacy Services on its website. In addition, the RFP was emailed to 10 consulting firms identified through industry organizations like CSDA, CASA, CWEA, ICMA, etc. Three proposals were received, and one firm responded that they did not provide the identified services. The Board of Directors directed staff to evaluate the proposals and make a recommendation for discussion with the Committee. Staff has completed the evaluation and recommends Townsend Public Affairs. The committee stated they support staff's recommendation. They feel most comfortable with a one (1) year contract and would request regular updates to stay informed as to what the firm is doing. Staff will bring this item before the full Board on June 28, 2022.

3.2 Discuss the Communications Plan Progress Report and Related Tasks

Beverli Marshall, General Manager presented a Communications Plan progress update from CV Strategies for the months of March and April 2022. She also presented the social media posts scheduled for June. The committee recommended staying away from giving advice on subjects other than our area of expertise. They also don't want the posts to feel like the District is lecturing the public. They would like more personable posts. Ms. Marshall thanked the committee for their feedback and clarification and stated she would relay the information to CV Strategies.

3.3 Discuss Requested Communications and Outreach Services and Related Quotes from CV Strategies

In October 2021, the District approved a contract with CV Strategies to develop a communications and outreach plan that informs the rate payers of the services and benefits provided by the District as well as educating the public on a variety of water quality topics required by the NPDES permit and the District's adopted Sewer System Management Plan. Beverli Marshall, General Manager, presented to the committee four (4) contract amendments for additional projects. The telenovela style informational videos to educate Indio residents on important issues like what not to flush and fats, oils, and grease (FOG) has already been completed. The committee also discussed the development of the Water Bear. The water bear mascot costume has already been purchased, the artwork has been completed, and the District's new SUV will be getting a water bear wrap. The committee recommended that all other proposed work for the Water Bear launch be placed on hold. The committee also recommended not moving forward with the amendment to create a video about VSD, its services, and employees that work here. The cost of scripting, producing, and editing the video, which was not included in the previous discussion, is \$12,000. The last proposal discussed was the Outhouse Project with Coachella Valley History Museum. The committee recommended moving forward with this project, making it a top priority. They suggested the General Manager complete some of the tasks outlined in the proposal such as securing an architect for the design documents. The committee also requested to preview any major press releases or newsletters before they are released to the public.

The Community Engagement Committee paused for a break at 3:05 p.m. and resumed at 3:09 p.m.

3.4 Discuss Request from City of Indio for Regular Updates at City Council Meetings

It was the recommendation of the committee to not participate in regular updates at City of Indio Council Meetings.

3.5 Discuss Letter from Coachella Valley History Museum Asking VSD to be a Sponsor at the Dia de los Muertos Event Scheduled for November 5, 2022

After discussion the committee recommended purchasing the Silver Level sponsorship for \$2,500 for the Dia delos Muertos Event for the Coachella Valley History Museum. The sponsorship includes a table for 8 at the benefit dinner, recognition in all printed materials, a half page ad in the program, promotion on the Coachella Valley History Museum website and social media sites along with a corporate membership.

4. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:57 p.m. The next regular committee meeting will be on July 19, 2022.

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