



Operations Committee Meeting  
Tuesday, April 6, 2021 at 1:00 PM  
Valley Sanitary District  
45-500 Van Buren Street, Indio, CA 92201

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

Pursuant to the Governor’s Executive Order N-25-20 issued on March 4, 2020 and N-29-20 issued on March 18, 2020; the Operations Committee regular meeting will be conducted remotely through Zoom. **Members of the public wanting to participate in the open session of the meeting may do so via the following Zoom registration link:** <https://zoom.us/j/91245587831?pwd=OWE5NTkra1RjYlVZb3h3cnFDeUVDdz09> Meeting ID: 912 4558 783 or by calling 669-900-9128 or 253-215-8782. Members of the public wanting to address the Board, either during public comment or for a specific agenda item, or both, are requested to send an email notification no later than 12:30 p.m. on the day of the meeting to the Valley Sanitary District’s Clerk of the Board at [hgould@valley-sanitary.org](mailto:hgould@valley-sanitary.org).

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**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. DISCUSSION / ACTION ITEMS**

- 3.1. Project Update: The Water Reclamation Facility's Asset Management System 3 - 4  
[3.1 Project Update - Water Reclamation Facility's Asset Management System.pdf](#) 
- 3.2. Review and Discussion of the Valley Sanitary District Draft FY 2022 CIP Budget Presentation 5 - 13  
[3.2 Review and Discussion FY22 CIP Budget.pdf](#)   
[3.2 Attachment A Budget CIP Presentation V.1.pdf](#) 

**4. FUTURE MEETING ITEMS**

**5. 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  
Operations Committee  
April 6, 2021**

**TO:** Operations Committee

**FROM:** Ron Buchwald, Engineering Services Manager

**SUBJECT:** Project Update: Water Reclamation Facility’s Asset Management System

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

**Executive Summary**

The purpose of this report is for the Operations Committee to review and discuss the update of the Water Reclamation Facility’s Asset Management System presentation.

**Strategic Plan Compliance**

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

**Fiscal Impact**

There is no fiscal impact from this report.

**Background**

The Water Reclamation Facility has an outdated asset management software system that cannot be upgraded. It only contains only about a third of the assets of the current water reclamation facility. Since about 2011, an effort has been made to re-build the asset management system. Lack of staff time and a consensus on the appropriate software were the main setbacks to getting the process moving forward. With the hiring of the Maintenance Supervisor in August 2016, a more determined effort was made at building a new asset management system. Building an asset management system takes one to two years or longer and includes considerable staff time even with the assistance of a consultant and/or software vendor (staff used the assistance of both). It has taken VSD staff over 3 years to build the new asset management system. This is partially due to pandemic delays.

There are over 1,300 assets in the new asset management system. Using a car as an example, it contains several assets. Tires, engine, transmission, paint exterior, brakes, etc., are all assets that need maintenance and repair or eventual replacement. Assets need maintenance according to their manufacturer on a recommended schedule and have a useful life. This information is added to the asset management system. It will indicate, by producing a preventative work order, when an asset needs preventative

maintenance based on the guidance provided. Additionally, staff can create a reactive or corrective work order when an asset needs to be repaired or replaced.

Currently, the asset management system is built and ready to be put into use. The next step is staff training and building the work orders. Work orders tell the maintenance or operations personnel what work needs to be done to an asset. The work orders will start out being more reactive or corrective but should become more preventative with time. For an efficient asset management system, the goal is to have the work orders be about 90% preventative and 10% reactive. Each asset can produce 4-7 work orders per unit period with the period being a month to over two years depending on the asset. With an asset management system, staff workload, staff time to perform the work order, maintenance costs, repair costs, replacement costs and more can be tracked. The new asset management system will be beneficial and assist staff to be more preventative but it will also create considerable more work for staff.

**Recommendation**

Recommend that the Operations Committee receive this report for information.

**Attachments**

None.



**Valley Sanitary District  
Budget & Finance Committee  
April 6, 2021**

**TO:** Operations Committee  
**FROM:** Ron Buchwald, Engineering Services Manager  
**SUBJECT:** Review and Discussion of the Valley Sanitary District Draft Fiscal Year 2022 (FY22) Capital Budget Presentation

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

**Executive Summary**

The purpose of this report is for the Operations Committee to review and discuss the draft FY22 Capital Budget presentation.

**Strategic Plan Compliance**

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

**Fiscal Impact**

There is no fiscal impact from this report.

**Background**

The action for approval and adoption of the annual budget is completed in June of each calendar year. In preparation for the FY22 budget, staff has prepared a presentation for the Operations Committee to review.

The proposed capital budget for FY22 is \$15,912,465. The capital budget incorporates key projects to further advance the District’s Capital Improvement Program (CIP). The CIP for FY22 includes the Reclaimed Water Phase 1 treatment upgrade project, the Influent Pump Station Rehabilitation Project, the Collection System Sewer Main Rehabilitation and Replacement Program as well as several other needed projects. Staff will discuss some of the smaller or older projects on the list.

**Recommendation**

Recommend that the Operations Committee receive this report for information.

**Attachments**

None.

# Capital Budget Fiscal Year 2022 April 6, 2021

Presented By:  
Ron Buchwald, Engineering Services Manager  
Valley Sanitary District



# Agenda

- ▶ Capital Budget
  - ▶ Budget Process and Strategy
  - ▶ FY21 Milestones
  - ▶ FY22 Goals
  - ▶ Proposed FY22 Capital Budget
  - ▶ Capital Funding Summary
  - ▶ Questions

# Budget Process and Strategy



Continue Building  
Momentum



Resource  
Prioritization



Strategic Goal  
Alignment



Sound Financial  
Management



Longevity and  
Growth



# FY21 Capital Improvement Milestones

- ▶ Delivered innovative capital projects while managing quality, schedules, and cost controls
- ▶ Improved interdepartmental collaboration
- ▶ Well rounded team that is adaptable to complex challenges and requirements
- ▶ Large projects completed
  - ▶ Cabazon Road Slope Restoration
  - ▶ Indio Boulevard Trunk Sewer Rehabilitation

# FY22 Capital Improvement Goals

Continue to Research and Find Alternative Funding Sources for Capital Projects

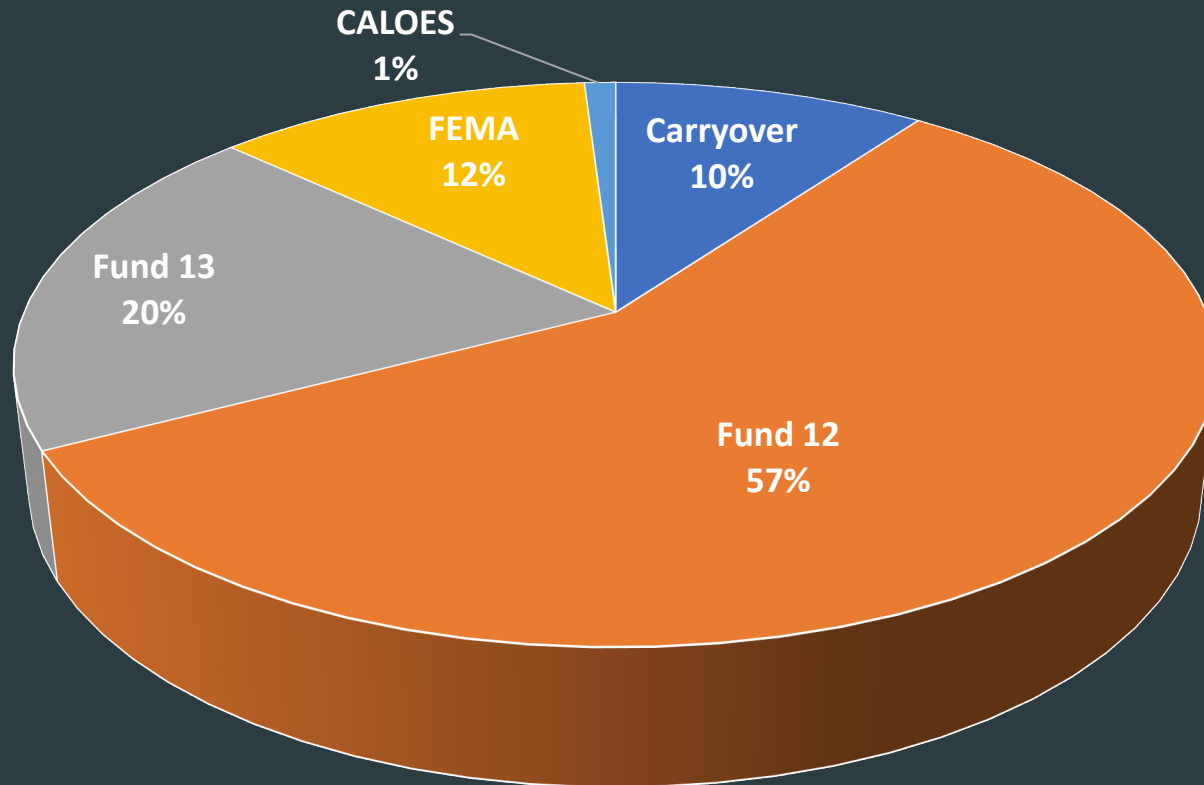
Continue to Deliver Projects Per Schedule

Maintain a high-quality Wastewater Treatment Plant and Collection System by Continuing to Repair and Replace Items That Have Met Their Useful Life

# Proposed FY22 Capital Budget

| Project Name  | Total Funds       |
|---|-------------------|
| Influent Pump Station Rehabilitation Project                      | 3,634,476         |
| Sewer Siphon Replacement at Westward Ho Construction              | 2,241,805         |
| Collection System Repairs/Rehabilitation/Replacement Construction | 2,200,000         |
| Reclaimed Water Project Phase I                                   | 2,200,000         |
| Laboratory Building Final Design                                  | 1,000,000         |
| Office and Training Building Final Design                         | 922,000           |
| Vehicle Equipment Replacement Fund                                | 740,000           |
| Collection System Repairs/Rehabilitation/Replacement Design       | 700,000           |
| Steel Waterline Replacement                                       | 642,000           |
| Additional Parking and Landscaping Project                        | 500,000           |
| Transfer Refunding Bonds  | 426,926           |
| Sewer Siphon Replacement at Westward Ho Design                    | 320,258           |
| Sewer Emergency Repairs   | 115,000           |
| Contingency for Emergency Repairs - Admin/Engineering/Operations  | 100,000           |
| Laboratory Information Management System                          | 70,000            |
| Lateral Grant Program   | 50,000            |
| Replacement of Clarifier Trofts                                   | 50,000            |
| <b>Grand Total</b>  | <b>15,912,465</b> |

# Capital Funding Summary





Questions?