

Directors:

**Mike Duran**, *President*

**Douglas A. York**, *Vice-President*

**William Teague**, *Secretary*

**Dennis M. Coleman**, *Director*

General Manager:

**Joseph Glowitz**, *MBA, PE, PMP*

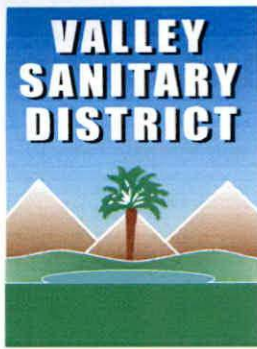
# **Regular Meeting of the Board of Directors**

Tuesday

January 22, 2019

at

1:00 P.M.



Directors:

**Mike Duran**, *President*

**Douglas A. York**, *Vice President*

**William Teague**, *Secretary*

**Dennis Coleman**, *Director*

General Manager:

**Joseph Glowitz**, *MBA, PE, PMP*

**REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Tuesday, January 22, 2019, 1:00 p.m.  
AGENDA**

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

RESOLUTION NO. 2019-1108  
ORDINANCE NO. 2019-120  
MINUTE ORDER NO. 2019-2851

**CALL TO ORDER**

1. Roll Call

**PLEDGE OF ALLEGIANCE**

**CONSENT ITEMS**

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

- a. Consideration of the January 8, 2019 Regular Board Meeting Minutes
- b. Approval of Cash and Investments for December 2018
- c. Approval of Expenditures for January 3, 2019 to January 16, 2019

MINUTE ORDER NO.

**PUBLIC COMMENTS**

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

**NON-HEARING ITEMS**

2. Continuing Disclosure Annual Report for Fiscal Year 2017/2018  
\$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015

INFORMATIONAL ITEM

3. Award of Contracts – Secondary Clarifier Epoxy Coating Project to National Coating & Lining Company and Painting Inspection to AIC Coating Services

MINUTE ORDER NO.

4. Vacancy Appointment for Valley Sanitary District Board of Directors

MINUTE ORDER NO.

5. General Manager's Report

**DIRECTOR'S ITEMS**

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

**INFORMATIONAL ITEMS**

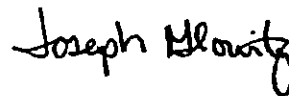
*Informational items are for information only; no action will be taken on these items.*

- Combined Monthly Account Summary for Expenses for December 2018
- Monthly Income Summary for December 2018

**ADJOURNMENT**

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

POSTED AND MAILED January 17, 2019

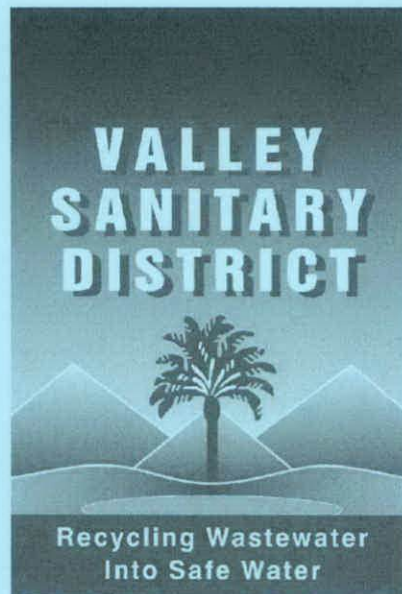


Joseph Glowitz, General Manager  
Valley Sanitary District

PUBLIC NOTICE

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

# Consent Items



- a. Consideration of Regular Board Meeting
- b. Approval of Cash and Investments
- c. Approval of Expenditures

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
January 8, 2019**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at the District offices, 45-500 Van Buren Street, Indio, California, on Tuesday, January 8, 2019.

**CALL TO ORDER, ROLL CALL**

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

DIRECTORS PRESENT: Mike Duran, Douglas A. York, William Teague, and Dennis Coleman

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager (via telephone), Holly Gould, and Ron Buchwald

GUESTS: None

**CONSENT ITEMS**

- a. Consideration of the December 11, 2018 Regular Board Meeting Minutes
- b. Approval of Cash and Investments for November 2018
- c. Approval of Expenditures for December 6, 2018 to January 2, 2019

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Check numbers 7506 to 7507 totaling \$5,396.99, 36748 to 36814 totaling \$313,156.09, and transfers of \$258,208.26 were issued.

**ACTION TAKEN:**

**MOTION:** SECRETARY TEAGUE made a motion to approve the minutes for the Regular Board Meeting held December 11, 2018 and to pay the disbursement items as presented. DIRECTOR COLEMAN seconded the motion. Motion carried by the following vote: 4 yes

**MINUTE ORDER NO. 2019-2847**

**PUBLIC COMMENTS**

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

**NON-HEARING ITEMS**

2. Award of Contract – Information Systems Support Services Southwest Networks, Inc.

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Due to the complexity of the District’s IT and system security infrastructure, it is recommended that the District extend its service agreement with Southwest Networks, Inc. for three (3) years for an annual cost of \$25,068 to provide as needed information systems support services.

**ACTION TAKEN:**

**MOTION:** SECRETARY TEAGUE made a motion to authorize the General Manager sign a three-year service agreement with Southwest Networks, Inc. to provide as needed information systems support services. DIRECTOR COLEMAN seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2848**

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

3. Authorization to Use the Capital Replacement Reserve Fund to Pay for the Operations Department Asset Management Project

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On February 13, 2018, the Board of Directors authorized the General Manager to enter into a consulting agreement with Carollo Engineering for a not to exceed amount of \$109,906 to assist in setting up the Asset Management software and system program for the Operations Department. This project was to be paid using funds from Fund 11 Decommissioning of the Biological Treatment System carryover fund. Due to an oversight, these funds were not carried over to this fiscal year to continue to pay for this project. Staff is requesting to use the Capital Replacement Reserve Fund to pay up to \$150,000 to complete this project. The extra budget request will cover other miscellaneous costs.

**ACTION TAKEN:**

**MOTION:** DIRECTOR COLEMAN made a motion to authorize the General Manager to use the Capital Replacement Reserve Fund to pay for the Operations Department Asset Management Project. SECRETARY TEAGUE seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2849**

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

4. General Manager's Report

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The Requests for Proposals (RFP) for the Audit Services and new Accounting and Permitting Software are due January 11, 2019. Staff will review the RFP's and bring their recommendation to the Board. The bid opening for the Secondary Clarifier No. 3 Project is scheduled for January 10, 2019. The preliminary program is available for the CASA Conference in Washington D.C. The District will be closed on Monday, January 21, 2019 for Martin Luther King, Jr. Day. SECRETARY TEAGUE inquired about the letters of support for the Water Reclamation Project.

**ADJOURN TO CLOSED SESSION**

5. The Board shall adjourn to Closed Session for Labor Negotiations pursuant to Government Code Section 54957.6 for Unrepresented Employee – General Manager

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The Board adjourned to closed session at 1:11 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 1:21 p.m. PRESIDENT DURAN stated that the Board decided to go with Ralph Andersen & Associates for the Districts General Manager Recruiting Services.

**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.*

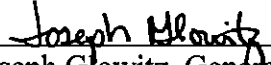
It was the consensus of the Board to schedule a Special Meeting for January 17, 2019 to conduct interviews for the Board of Director applicants and to schedule a closed session for labor negotiations pursuant to Government Code Section 54957.6 for unrepresented employee – General Manager.

PRESIDENT DURAN, SECRETARY TEAGUE and DIRECTOR COLEMAN will be attending the CASA Conference in Indian Wells, CA in January 2019. DIRECTOR COLEMAN informed the Board that Elaine Holms and Oscar Ortiz will be the new EVRA JPA members to represent Indio Water Authority. DIRECTOR COLEMAN thanked SECRETARY TEAGUE for the heartfelt words he spoke at Merritt Wiseman's Celebration of Life.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:35 p.m., and the next Regular Board Meeting will be held January 22, 2019.

Respectfully submitted,

  
\_\_\_\_\_  
Joseph Glowitz, General Manager  
Valley Sanitary District

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

FOR THE PERIOD: 12/01/2018 TO 12/31/2018 (UNAUDITED)

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

**INVESTMENTS**

<b>LAIF Fund 4 - Agency Fund</b>		
Beginning Balance (Fund 4)	169,326	
Net Transfer from (to) Fund 11	0	
Interest (Pd quarterly - Int. Rate 2.16%)	0	
<b>Fund 04 Ending Balance</b>	<b>169,326</b>	
<b>LAIF Fund 6 - Wastewater Revenue Refunding Bonds</b>		
Beginning Balance (Fund 6)	2,311	
Net Transfer from (to) Fund 11	0	
Interest (Pd quarterly - Int. Rate 2.16%)	0	
<b>Fund 06 Ending Balance</b>	<b>2,311</b>	
<b>LAIF Fund 11 - Operating Fund</b>		
Beginning Balance (Fund 11)	15,195,818	
Net Transfer from (to) Fund 04	0	
Net Transfer from (to) Fund 06	0	
Net Transfer from (to) Fund 12	93,487	
Net Transfer from (to) Fund 13	(130,083)	
Fund Transfer from (to) LAIF - WF	0	
Interest (Pd quarterly - Int. Rate 2.16%)	0	
<b>Fund 11 Ending Balance</b>	<b>15,159,222</b>	
<b>LAIF Fund 12 - Reserve Fund</b>		
Beginning Balance (Fund 12)	19,798,276	
Net Transfer from (to) Fund 11	(93,487)	
Net Transfer from (to) Fund 13	0	
Interest (Pd quarterly - Int. Rate 2.16%)	0	
<b>Fund 12 Ending Balance</b>	<b>19,704,789</b>	
<b>LAIF Fund 13 - Capital Improvement Fund</b>		
Beginning Balance	4,835,458	
Connection Fees	130,083	
(Disbursements) or Reimbursements	0	
Net Transfer from (to) Fund 11	130,083	
Net Transfer from (to) Fund 12	0	
Interest (Pd quarterly - Int. Rate 2.16%)	0	
<b>Fund 13 Ending Balance</b>	<b>4,965,541</b>	
<b>TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13</b>		<b>40,001,189</b>

**CASH IN CHECKING ACCOUNT**

<b>WELLS FARGO - FUND 11</b>		
Beginning Balance	2,389,601	
Deposits	307,419	
Fund Transfer from (to) LAIF (net)	0	
Disbursements and Payroll	(740,329)	
<b>Wells Fargo Ending Balance</b>	<b>1,956,691</b>	
<b>CALTRUST - FUND 11</b>		
Beginning Balance	1,006,296	
Interest Income	0	
<b>CalTRUST Ending Balance</b>	<b>1,006,296</b>	
<b>TOTAL WELLS FARGO AND CALTRUST CHECKING</b>		<b>2,962,987</b>
<b>TOTAL CASH AND INVESTMENTS</b>		<b>42,964,176</b>

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).

*dk*  
*11/17/19*



**DISBURSEMENTS**  
**Approved at the Board Meeting of**  
**January 22, 2019**

36815 United Way of the Desert	PR 12/14/2018 - 12/27/2018 PD 01/04/2019	\$50.00
36816 Vantage Point Transfer Agents - ICMA	PR 12/14/2018 - 12/27/2018 PD 01/04/2019	\$1,345.00
36817 Hach Company	DO Meter	\$1,803.08
36818 O. G. Customs Auto Body	Repair & Paint Dredge #2	\$6,048.00
36819 Addiction Medicine Consultants	DOT Program for 2019	\$400.00
36820 Air & Hose Source, Inc.	Coupling & Adapter	\$54.32
36821 Around The Clock Call Center	Call Center Service for December 2018	\$143.60
36822 Best, Best & Krieger	Legal Services for December 2018	\$6,959.03
36823 Bodega Latina Corporation	Inspection Refund for Permit 3793 EI Super	\$420.00
36824 Caltest Analytical Laboratory	Monthly NPDES Testing	\$597.00
36825 Carollo Engineering, Inc	*Arc Flash Study November 2018	\$23,670.06
36826 Carquest Auto Parts	New Charges for December 2018	\$265.43
36827 Certified Smog & Registration	Smog Test for 3 Vehicles	\$140.25
36828 Cintas Corp	Uniforms for Week of 01/07/19	\$721.15
36828 Cintas Corp	Uniforms for Week of 01/14/19	\$792.00
36829 Clairemont Equipment	Cement Vibrator	\$45.60
36830 Coachella Valley Compost Facility	Wood Chips for Biofilter	\$1,620.38
36830 Coachella Valley Compost Facility	Mulch for Biofilter	\$315.38
36831 CTE Systems, Inc	Attendance on Demand for December 2018	\$281.67
36832 CWEA/CORBS	12 Employees for CORBS Dinner	\$480.00
36833 Daniels Tire Service, Inc.	Power Steering Pump & Hoses for Truck 6	\$691.95
36834 Desert Fire Extinguisher Co., Inc.	Fire Extinguisher Training	\$542.41
36835 Desert Isles	Inspection Refund Permit 3759 Motorcoach Lot 226	\$80.00
36835 Desert Isles	Inspection Refund Permit 3746 Motorcoach Lot 302	\$80.00
36836 Desert Steel Supply	Steel	\$139.18
36837 Environmental Resource Associates	Lab Testing	\$317.54
36838 Eurofins Eaton Analytical	Total Dissolved Solids Testing for December 2018	\$50.00
36839 FedEx	Shipping Fees for December 2018	\$278.26
36840 Fisher Scientific	TSB Media	\$154.48
36840 Fisher Scientific	Chlorine Standard	\$62.23
36841 Grainger	A/C Filters	\$479.49
36841 Grainger	UPS Battery	\$1,054.08
36842 Hach Company	pH Buffer	\$141.02
36843 Healthy Futures, Inc.	Wellness Program for January 2019	\$1,250.00
36844 High Tech Irrigation Inc.	Sprinkler Irrigation Valves	\$350.91
36845 Innovative Document Solutions	Monthly Copier Maintenance	\$133.68
36846 Innovative Federal Strategies LLC	Federal Advocacy for December 2018	\$6,475.07
36847 Interstate All Battery Center	UPS Batteries	\$827.52
36848 Ivan Monroy	Exam Reimbursement	\$170.00
36849 J.G. Tucker & Sons, Inc.	Gas Detector & Pump	\$1,240.27
36850 Joanne Padgham	Mileage Reimbursement for CSMFO Conference	\$73.08
36851 Kaman Industrial Technologies	Flexco Belt Tools	\$65.82
36852 Karen C Hopper	Mileage Reimbursement for CSMFO Conference	\$29.81
36853 Lock Shop	Replace Locks on Plant Doors	\$2,394.72
36854 McMaster-Carr Supply Co.	Ferric Tank Hardware	\$1,054.57
36854 McMaster-Carr Supply Co.	Ferric Tank Pipe and Fittings	\$1,017.45
36854 McMaster-Carr Supply Co.	Froth Sprayer Repair & Gloves	\$262.63
36854 McMaster-Carr Supply Co.	Steel Bars	\$391.86
36854 McMaster-Carr Supply Co.	Ferric Tank Batch Can	\$355.38
36855 Northwest Scientific, Inc.	Sulfuric Acid	\$439.24
36856 Pedro Sustaita, Jr	Exam Fee Reimbursement	\$155.00
36857 Rudy's Pest Control	Pest Control for January 2019	\$175.00
36858 Southern California Boiler, Inc.	Boiler Maintenance for January 2019	\$1,004.99
36859 Southwest Networks, Inc.	BDR Storage for February 2019	\$699.00
36859 Southwest Networks, Inc.	Technical Services for December 2018	\$665.00
36859 Southwest Networks, Inc.	*Two Computers	\$3,034.13
36860 Stantec Consulting Services, Inc.	*Collection System Master Plan for December 2018	\$33,665.00
36861 United Way of the Desert	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$50.00
36862 Univar USA Inc.	Sodium Hypochlorite	\$7,083.54
36863 Vantage Point Transfer Agents - ICMA	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$1,345.00
36864 William Morris Development, Inc.	Inspection Refund Permit 3758 Motorcoach Lot 59	\$100.00
201901101 Burretec Waste & Recycling Svcs	Trash Service January 2019	\$222.38
201801181 Bank of America #8846	New Charges for December 2018	\$3,117.80

201901101 Humana Dental Insurance	Dental Insurance for January 2019	\$2,153.09
201901102 Burrtec Waste & Recycling Svcs	Grit Removal for December 2018	\$2,413.15
201901103 Frontier Communications	Telephone Service for December 2018	\$201.96
201901104 SoCal Gas	Gas for December 2018	\$682.72
201901105 Office Depot Credit Plan	Restock Office Supplies for December 2018	\$563.75
201901151 CalPERS 457	PR 12/14/2018 - 12/27/2018 PD 01/04/2019	\$1,405.00
201901152 CalPERS Retirement	PR 12/14/2018 - 12/28/2018 PD 01/04/2019	\$16,036.61
201901153 CalPERS Health	Health Insurance for February 2019	\$29,371.37
201901181 Paychex - Direct Deposit	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$60,259.19
201901182 Paychex - Fee	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$307.77
201901183 Paychex - Garnishment	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$75.00
201901184 Paychex - Tax	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$28,619.42
201901185 MassMutual	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$10.00
201901186 Nationwide Retirement Solution	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$2,621.60
201901187 TASC	PR 12/28/2019 - 01/10/2019 PD 01/18/2019	\$362.54

\*Capital Expenditures

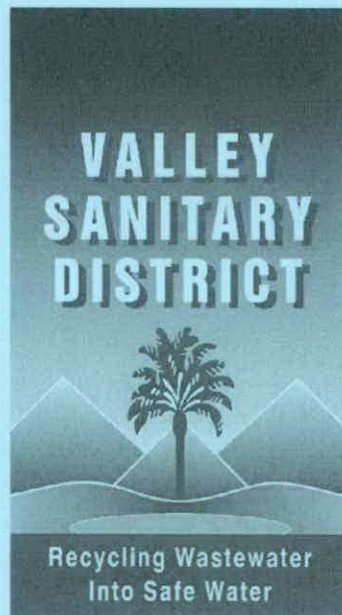
Approved:

*Joseph Blowitz*

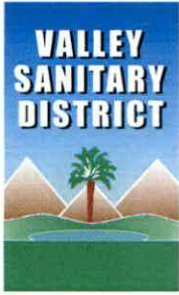
\$260,170.47

# Agenda Item

# 2



Continuing Disclosure Annual Report for  
Fiscal Year 2017/2018 \$7,540,000  
Wastewater Revenue Refunding Bonds,  
Series 2015



Valley Sanitary District  
Board of Directors Meeting  
January 22, 2019

TO: Board of Directors  
FROM: Joanne Padgham  
SUBJECT: Continuing Disclosure Annual Report for Fiscal Year 2017/2018  
\$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015

<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

**Recommendation:**

Receive and file.

**Background:**

Pursuant to the Continuing Disclosure Certificate, the Annual Report is due no later than February 15 each year. This Annual Report contains:

1. The audited Financial Statements of the District for the year ended June 30, 2018;
2. Customer Base;
3. Largest Customers;
4. Historical Net Revenues and Debt Service Coverage;
5. Description of Additional Indebtedness Incurred by the District; and
6. Material Event Notice Filing Summary.

**Fiscal Impact:**

None.

Submitted by: Joanne Padgham  
Joanne Padgham  
Administration & Finance Manager

Approved by: Joseph Glowitz  
Joseph Glowitz  
General Manager

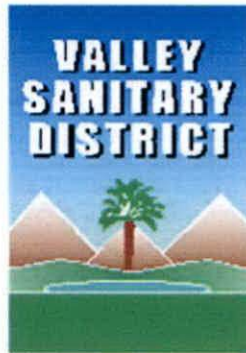
Attachment: Annual Disclosure Report for Fiscal Year 2017/2018

# **VALLEY SANITARY DISTRICT**

**\$7,540,000**

**Wastewater Revenue Refunding Bonds, Series 2015**

**Issue Date: June 18, 2015**



**2017/18 ANNUAL REPORT**

**January 7, 2019**

## **CONTACT INFORMATION**

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Joseph Glowitz, General Manager  
Valley Sanitary District  
45-500 Van Buren Street  
Indio, CA 92201  
Telephone: (760) 238-5400  
jglowitz@valley-sanitary.org

## **CUSIP NUMBERS**

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The information contained herein applies to Bonds with the following CUSIP numbers:

<u>Maturity</u>	<u>CUSIP</u>
6/1/2019	920075AD0
6/1/2020	920075AE8
6/1/2021	920075AF5
6/1/2022	920075AG3
6/1/2023	920075AH1
6/1/2024	920075AJ7
6/1/2025	920075AK4
6/1/2026	920075AL2

## **CONTENT OF ANNUAL REPORT**

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Pursuant to the Continuing Disclosure Certificate for this issue, the Annual Report is due no later than February 15 each year. This Annual Report contains:

- (1) The audited Financial Statements of the District for the year ended June 30, 2018;
- (2) Customer Base;
- (3) Largest Customers;
- (4) Historical Net Revenues and Debt Service Coverage;
- (5) Description of Additional Indebtedness Incurred by the District; and
- (6) Material Event Notice Filing Summary.

## **FINANCIAL STATEMENTS**

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The audited Comprehensive Annual Financial Report of the District for the year ended June 30, 2018 (“2018 CAFR”) has been filed separately on the MSRB’s Electronic Municipal Market Access (“EMMA”) website.

## **CUSTOMER BASE**

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A ten-year history of customer type by EDU can be found on page 66 of the 2018 CAFR.

## **LARGEST CUSTOMERS FOR FISCAL YEAR 2017/18**

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The largest customers for Fiscal Year 2017/18 can be found on page 69 of the 2018 CAFR.

**NET REVENUES AND DEBT SERVICE COVERAGE FOR FISCAL YEAR 2017/18**

Gross Revenues:	
Service Charges	\$11,004,428
Other Operating Income	28,024
Investment Income	479,862
Property Tax	800,345
Connection Fees	<u>1,272,580</u>
	13,585,239

Maintenance and Operation Costs:	
Salaries and Benefits	3,822,972
Service and Supplies	1,726,744
Chemicals	292,044
Utilities	539,602
Insurance	<u>289,186</u>
	6,670,548

Net Revenues 6,914,691

Debt Service	
2015 Bonds	889,688
CSWRCB Loan	<u>-*</u>
Total	889,688

Coverage Ratio 777.2%

\* Annual payments of \$553,360 commence in Fiscal Year 2018/19.

**DESCRIPTION OF ADDITIONAL INDEBTEDNESS INCURRED IN FISCAL YEAR 2017/18**

None.

**MATERIAL EVENT NOTICE FILING SUMMARY**

No Material Event Notices were required to be filed in 2018.



**CERTIFICATION**

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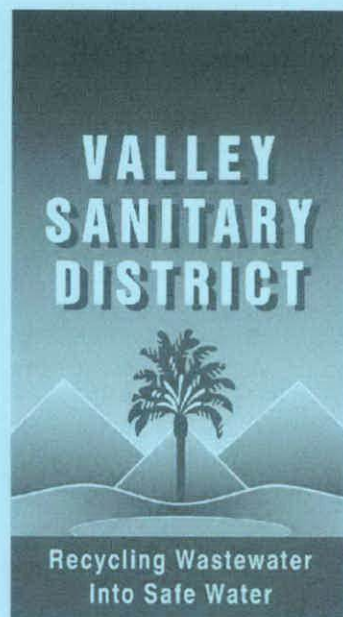
This Annual Report constitutes the Annual Report required to be furnished under the Continuing Disclosure Certificate with respect to the Bonds for the Fiscal Year ending June 30, 2018.

/s/ Joseph Glowitz  
General Manager

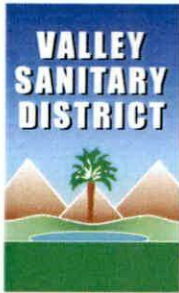
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# Agenda Item

# 3



**Award of Contract – Secondary Clarifier  
Epoxy Coating Project to National Coating  
& Lining Company and Painting Inspection  
to AIC Coating Services**



Valley Sanitary District  
Board of Directors Meeting  
January 22, 2019

TO: Board of Directors  
 FROM: Joseph Glowitz  
 SUBJECT: Award of Contracts – Secondary Clarifier Epoxy Coating Project to National Coating & Lining Company and Painting Inspection to AIC Coating Services

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

**Recommendation:**

It is recommended that the Board of Directors award the Secondary Clarifier Epoxy Coating Project to National Coating & Lining Company and authorize the General Manager to execute a construction contract not to exceed \$137,225. It is also recommended that the Board of Directors authorize the General Manager to award a contract to AIC Coating Services, not to exceed \$15,000, to provide inspection services during the epoxy coating of the secondary clarifier.

**Background:**

Staff put together bid specifications for the Secondary Clarifier Epoxy Coating Project. This is the last of the three (3) secondary clarifiers to be coated. VSD advertised this improvement project in December 2018 and received one (1) bid at the bid opening on January 10, 2019. Even though only one (1) bid was received, staff did reach out to several contractors. There is no expectation that a re-bid would solicit additional bids. Therefore, staff recommends moving forward with the single bid. The bid result is as follows:

<u>Contractor</u>	<u>Total</u>
National Coating & Lining Company	\$124,750

National Coating & Lining Company (National) supplied the only bid. Staff reviewed their bid for completeness and conformance with the bid specifications. National performed the epoxy coating of Clarifier No. 2 for VSD in June 2017 as well as the epoxy coating of Clarifier No. 1 in February 2018 and performed above expectations.

Epoxy coating is a specialized process requiring sandblasting, sealer application at a specified thickness and then the application of the epoxy coating at a specified thickness. Staff does not have the tools to verify the appropriate thickness and application. AIC is well qualified to perform the inspection as they have been in the paint inspection industry for many years. AIC can perform the inspection services for an amount not to exceed \$15,000. AIC was used as the

coating inspector for the previous coating projects and performed well. AIC provided a quote to perform the work for review.

**Fiscal Impact (Dollars):**

This is a single year project anticipated to be completed in Fiscal Year 2018/19 and will be charged to the Engineering and Maintenance Fund. A change order contingency equal to 10% of the total contract amount to cover any unforeseen issues that may occur during the performance of this project is included.

Account 11-8630-000-0	Total Bid	\$124,750
Account 11-8630-000-0	10% Contingency	\$ 12,475
<b>Total</b>	<b>Fiscal Year 2018/198</b>	<b>\$137,225</b>

This is a single year project anticipated to be completed in Fiscal Year 2018/19 and will be charged to the Engineering and Maintenance Fund.

Account 11-8630-000-0	Quote Total	\$ 15,000
<b>Total</b>	<b>Fiscal Year 2018/19</b>	<b>\$ 15,000</b>

Submitted By: Ronald Buchwald  
Ronald Buchwald,  
District Engineer

Approved By: Joseph Glowitz  
Joseph Glowitz,  
General Manager

Attachments: National Coating & Lining Company (National) Bid Sheets  
Valid Contractors License Detail Sheet for National  
Valid Department of Industrial Relations Registration for National  
AIC Coating Services, Inc. quote dated 3 December 2018

VALLEY SANITARY DISTRICT

INVITATION TO BID

<b>SUBMIT BID TO:</b> Valley Sanitary District 45500 Van Buren Street Indio, CA 92201	<b>FOR FURTHER INFORMATION CALL:</b> Ron Buchwald District Engineer (760) 238-5400 Fax (800) 750-2280 <a href="mailto:Rbuchwald@valley-sanitary.org">Rbuchwald@valley-sanitary.org</a>
------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>CONTRACT NO:</b> 2018-0100	<b>DATE MAILED:</b> December 3, 2018	<b>THIS QUOTATION MUST BE DELIVERED TO THE DISTRICT BEFORE:</b> 2:30 P.M., Thursday, January 10, 2018
----------------------------------	-----------------------------------------	----------------------------------------------------------------------------------------------------------

QTY.	DESCRIPTION	UNIT PRICE	EXTENSION
1	<p align="center"><b>NOTICE TO BIDDERS</b></p> <p>Provide Cost to apply an Epoxy Coating on a Clarifier Launder, Mechanical Rake and Baffle as specified below.</p> <p>Specify Warranty: <u>One Year</u></p> <p>All bidders must submit with their proposal sufficient literature to show compliance with specifications. Any deviations from specification must be clearly indicated in writing at the time the proposal is submitted. The District reserves the right to waive minor variations in bid specifications.</p> <p>An optional but recommended <b>pre-bid job walk</b> will be held on <b>Wednesday, December 19, 2018, at 10:00 A.M.</b> at Valley Sanitary District's Operations Building. A <b>Contractor Contact Form</b> (included) must be completed and turned in to Valley Sanitary District by <b>December 19, 2018 by 5:00 PM</b> in order to bid on this project.</p> <p>All bidders must be registered with the Department of Industrial Relations to perform public work and must be licensed in accordance with the laws of the State of California:</p> <p>DIR Registration Number: <u>1000013795</u></p> <p>Contractor's License Number: <u>886430</u></p> <p>The lowest, responsible bidder will be required to enter into a Construction Contract with Valley Sanitary District in order to perform the work related to this bid. They will be held to all terms and conditions set forth in the Construction Contract which includes Payment and Performance Bonds, Insurance, etc. A blank copy of the Construction Contract is included as part of this bid package.</p> <p><b>Sealed bids shall be received at the Administration Office of Valley Sanitary District, 45500 Van Buren Street, Indio, CA, up to 2:30 p.m., on Thursday, January 10, 2018, at which time they will be publicly opened and read.</b></p>	<p align="center">\$124,750.00 Lump Sum</p>	<p align="center">\$ 124,750.00 Lump Sum Total</p>

RECEIVED

JAN 10 2019

Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the District. The request shall be executed by the bidder or bidder's duly authorized representative. The withdrawal of a bid does not prejudice the right of the bidder to file a new bid. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid will not be received after that time nor may any bid be withdrawn after the time fixed in the public notice for opening of bids.

As stated in Public Contract Code Section 5100 to 5108, inclusive (State Contract Act) concerning relief of bidders and in particular to the requirement therein, that if the bidder claims a mistake was made in his bid, the bidder shall give the District written notice within five (5) days after the opening of the bids of the alleged mistake, specifying in the notice, in detail how the mistake occurred.

All bidders shall verify if any addendum for this project has been issued by the District. It is the bidder's responsibility to ensure that all requirements of any and all addendums are included in the bidder's submittal.

Bidder's signed Bid and written acceptance by the District shall constitute an agreement. Submission of a signed bid will be interpreted to mean that the Bidder has hereby agreed to all the terms and conditions set forth in this entire Invitation to Bid.

The award will be made to the lowest responsible bidder whose bid complies with the specifications in a manner satisfactory to the District's best interests as determined by the District. The right is reserved, as the interest of the District may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids. The decision of the Board of Directors will be final.

The price quoted by Bidder in his or her proposal shall be a delivered price and include any sales or use tax levied by the California Revenue and Taxation Code, and shall be exclusive of Federal Excise taxes pursuant to the exemption of political subdivisions in the "Revenue Act of 1935" or any other related Acts of Congress.

To bid, complete and return a copy of the Invitation to Bid and the other required forms, sealed in the enclosed envelope. The envelope shall be marked with the project name and bid number. The Contractor Contact Form and bid must be received by the date and time shown in order to be considered.

**Delivery shall be to:**  
**Valley Sanitary District**  
**45500 Van Buren Street**  
**Indio, CA 92201**

Firm National Coating & Lining Co.

Date: 1/9/19

Address 26713 Madison Ave

Phone: 951-471-3388

Murrieta, CA 92562

FAX: 951-471-3779

By (Signature) 

Print Name: Anton Anstett

Title: President

\_\_\_\_\_

Ron Buchwald  
District Engineer



# Contractor's License Detail for License # 886430

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.  
Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.  
Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.  
Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

Data current as of 1/15/2019 3:16:12 PM

### Business Information

SOCAL PACIFIC CONSTRUCTION CORP  
dba NATIONAL COATING & LINING COMPANY

26713 MADISON AVE  
MURRIETA, CA 92562  
Business Phone Number:(951) 471-3388

Entity Corporation  
Issue Date 10/27/2006  
Expire Date 10/31/2020

### License Status

**This license is current and active.**

All information below should be reviewed.

### Classifications

C33 - PAINTING AND DECORATING  
C-61 / D12 - SYNTHETIC PRODUCTS  
A - GENERAL ENGINEERING CONTRACTOR

### Bonding Information

#### Contractor's Bond

This license filed a Contractor's Bond with DEVELOPERS SURETY AND INDEMNITY COMPANY.

**Bond Number:** 737221C

**Bond Amount:** \$15,000

**Effective Date:** 01/01/2016

Contractor's Bond History

#### Bond of Qualifying Individual

The qualifying individual ANTON JOHN ANSTETT certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

**Effective Date:** 05/08/2017

This license filed Bond of Qualifying Individual number **737222C** for TOMMY VAN UNSELL in the amount of **\$12,500** with DEVELOPERS SURETY AND INDEMNITY COMPANY.

**Effective Date:** 01/01/2007

BQI's Bond History

### Workers' Compensation

This license has workers compensation insurance with the BERKSHIRE HATHAWAY HOMESTATE INSURANCE COMPANY

**Policy Number:**SOWC029349

**Effective Date:** 01/01/2019

**Expire Date:** 01/01/2020

Workers' Compensation History

**Other**

Personnel listed on this license (current or disassociated) are listed on other licenses.



This license has workers compensation insurance with the BERKSHIRE HATHAWAY HOMESTATE INSURANCE COMPANY  
**Policy Number:**SOWC029349  
**Effective Date:** 01/01/2019  
**Expire Date:** 01/01/2020  
Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

Legal Name	Registration Number	County	City	License Type/Number(s)	Current Status	Registration Date	Expiration Date
NATIONAL COATING & LINING CO.	1000013795	RIVERSIDE	MURRIETA	CSLB:886430	Active	06/21/2018	06/30/2019

# AIC Coating Services, Inc.

NACE Certified Coating Inspection Services  
40682 Aetna Springs St.  
Indio, CA 92203  
(909)938-2603 mobile

Dec. 3, 2018

Mr. Ron Buchwald PE /  
Mr. Adrian Contreras  
Valley Sanitary District  
Indio, CA 92203

RE: Proposal for Inspection Services - Clarifier #3 Rehab, VSD,

Dear **Ron / Adrian,**

AIC Coating Services, Inc. understands the need for full time coating inspection. AIC Coating Services will provide coating inspection to fulfill the specific requirements of the EPOXY COATING OF THE LAUNDRY AND MECHANICAL RAKE/BAFFLE IN CIRCULAR CLARIFIER, DEC. 2017 project.

During the course of the project, coating inspection of the following items will be verified and documented to assure the project is in compliance with the specifications, and in accordance with accepted industry practices. The following quality related attributes require job site monitoring.

Surface preparation: Per manufacture's specifications  
Application techniques: Per manufacture's specifications  
Holiday Inspection: Per NACE SP0188  
Protective Coverings: as needed  
Mixing of materials Per Manufacturer  
Daily inspection: (Observe, Inspect and  
Record)  
Monitor Ambient Conditions: daily  
Application and recording batch numbers of specified materials  
Preparation of Punch list  
Final Inspection  
Warranty inspection

**Project Fee Schedule and Breakdown of Rates:**

The hourly rate for coating inspection services is \$65 per hour. The projected estimate is based on Clarifier Coating projects that I have inspected in the past. Coating work for water and wastewater requires full time inspection by a NACE III Certified Coating Inspector. It is expected that this job should take approximately 230 Hours of onsite inspection time based on the 45 calendar days to accomplish the project work. Mileage and per diem will not be charged for this job. In the event this job takes additional inspection hours but within the 45 calendar day project time, no additional charge will be made.

230 hours x \$65 hour =	\$14,950
Per Diem x \$150day	= N/C
0 miles x .55	= <u>N/C</u>
Total estimate =	\$14,960


Total price for inspection services for this project will be:

**FOURTEEN THOUSAND NINE HUNDRED FIFTY DOLLARS**

**(\$14,950.00)**

Feel free to contact us to discuss any concerns, or to request additional information about our projects, services or capabilities. AIC Coating Services, Inc. looks forward to beginning work on this project upon receiving a signed Contract. We appreciate the opportunity to submit this proposal and look forward to working with you.

**Respectfully Submitted**

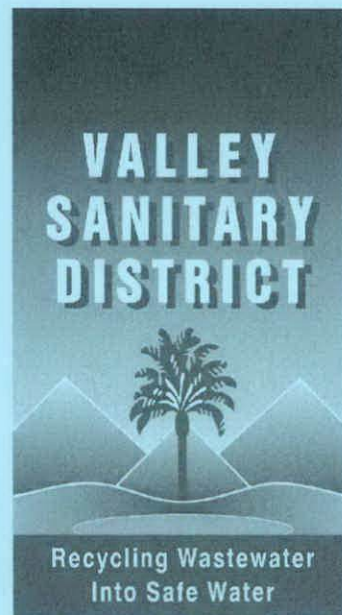


Robert W. Chambers

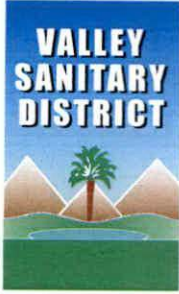
NACE III Certified Coating Inspector #11507

# Agenda Item

# 4



Vacancy Appointment for Valley Sanitary  
District Board of Directors



Valley Sanitary District  
Board of Directors Meeting  
January 22, 2019

TO: Board of Directors  
FROM: Joanne Padgham  
SUBJECT: Vacancy Appointment for Valley Sanitary District Board of Directors

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

**Recommendation:**

It is recommended that the Board of Directors consider appointing a director to fill the current Board of Directors vacancy. The appointment to fill the vacancy is due by January 25, 2019.

**Background:**

A vacancy on the Valley Sanitary District (“VSD”) Board of Directors was created by the passing of Merritt Wiseman. Pursuant to Government Code §1780, a vacancy in any elective office on the governing board of a special district shall be filled by the remaining members of the district board either by appointment or by calling a special election. The Board of Directors voted to fill the vacancy by appointment at the November 27, 2018 regular board meeting.

The appointed individual will have to qualify for the office by being a registered voter residing within the Valley Sanitary District boundaries. The person appointed to fill the vacancy shall hold office for the unexpired balance of the term of office, which ends December 3, 2022.

The VSD Board of Directors posted a notice of the vacancy on December 1, 2018 on the VSD website, at the City of Indio and at the City of Coachella.

The VSD Board of Directors must notify the Registrar of Voters no later than 15 days after the appointment is made.

In the event the vacancy is not filled by the VSD Board of Directors by making an appointment by January 25, 2019, the County Board of Supervisors may fill the vacancy by appointment or may order VSD to call an election to fill the vacancy.

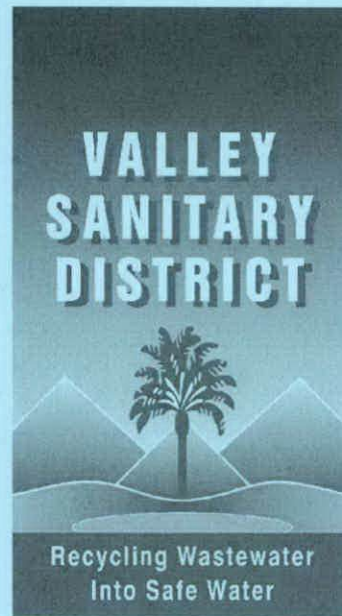
**Fiscal Impact:**

None at this time.

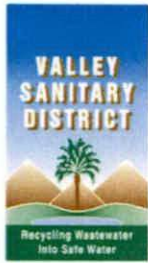
Submitted by: Joanne Padgham  
Joanne Padgham  
Administration & Finance Manager

Approved by: Joseph Glowitz  
Joseph Glowitz  
General Manager

Agenda Item  
5



General Manager's Report



## ***General Manager's Report January 15, 2019***

### **ADMINISTRATION & FINANCE**

- Working on 2017 Cal/OSHA form 300A, summary of Work-Related Injuries and Illnesses, to be posted between February 1, 2019 and April 30, 2019.
- Reviewing Auditor proposals received.
- Reviewing Accounting & Permitting proposals received and setting up product demonstrations.
- The FY 2019/20 budget process continues, and a copy of the draft budget will be available January 24, 2019 for staff review. The Board of Director's initial budget study session is scheduled for the April 9, 2019 regular Board meeting.

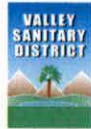
### **ENGINEERING & MAINTENANCE**

- The wrought iron secondary security fence project has been given the Notice to Proceed. Construction is under way.
- The Secondary Clarifier No. 3 coating project Bid opening was January 10, 2019. One (1) bid was received. Staff is making a recommendation to the Board.
- Staff is working on the budget and rate study.
- Field Vactor crew is currently jetting trouble spots.
- CCTV Inspection work is currently being conducted in the area of Golf Center and Avenue 43.

### **OPERATIONS**

- The new ferric chloride tank has been installed, and the first delivery of ferric chloride is scheduled for delivery on January 22, 2019.
- Staff has filled the headworks biofilter with the media that was delivered.
- Scheduled service was conducted on the automatic transfer switches for emergency backup power. This service was conducted at night on the dates of January 14, 15 and 16, 2019.
- The rubber blade for the primary clarifier #4 helical scum skimmer has been replaced and will be reinstalled by staff by January 18, 2019.
- The new macerators for the primary sludge and scum pumps have arrived and will be installed by staff. A completion date has not been established.





## VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

15-Jan-19

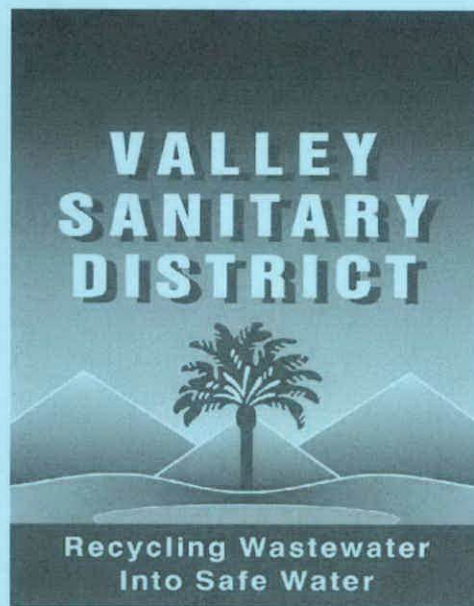
Plan Check in Progress  
 Inspection in Progress  
 New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Barber Shop TI	82900 Avenue42/Jackson Street	Plans submitted for TI of existing building. Plans approved and returned to the City 12/12/18.	Waiting for owner to process permit paperwork.
Best Western breakfast room Reno	81909 Indio Blvd	Plans submitted for tenant TI, renovation of breakfast room. Completed 1st plan check and returned to the City 7/11/17.	Perform 2nd plan check upon plan resubmittal.
Bravo Commercial Building	46331 Commerce Street/Van Buren Street	Plans submitted for new building. Plans approved and returned to the City 5/10/17.	Waiting for owner to process permit paperwork.
Burgerim Restaurant	44100 Jefferson Street, Ste 400/Fred Waring	Plans submitted for existing building TI. Plans approved and returned to the City 1/8/19.	Waiting for owner to process permit paperwork.
Burlington Building TI	42500 Jackson Street, Avenue 42	Plans submitted for TI of existing shell building. Plan approved and returned to the City 12/11/18. Issued permit 3798 on 1/4/19.	Inspect work improvements as scheduled.
Burlington Shell	42450 Jackson Street, Avenue 42	Plans submitted for TI of existing building. Plan approved and returned to the City 12/11/18.	Waiting for owner to process permit paperwork.
Chavez Tenant Improvement	45330 Jackson St / Civic Center	Plans submitted for TI of existing building. Demolition of interior walls and facilities. Completed 4th plan check and returned to the City 6/25/18. Issued permit 3755 on 7/9/18.	Inspect work improvements as scheduled.
Chevron/Circle K	42250 Jackson Street / Showcase Parkway	Plans submitted for new Valero gas station/Circle K. Plans approved and returned to the City 1/10/19.	Waiting for owner to process permit paperwork.
Circle K Store	79985 Hwy 111/Jefferson St	Plans submitted for TI. Plans approved and returned to the City 1/9/17.	Waiting for owner to process permit paperwork.
Clinica Medica Del Valle	45677 Oasis Street/Requa	Plans submitted for existing building TI. Plan approved and returned to the City 11/16/18.	Waiting for owner to process permit paperwork.
Coachella Valley Housing Coalition- TI	45701 Monroe Street/Highway 111	Plans submitted for tenant TI. Completed 1st plan check and returned to the City 8/21/17.	Perform 2nd plan check upon plan resubmittal.
DD's Discount Retail Store TI	82154 Hwy 111/Monroe Street	Plans submitted for TI of existing building. Plans approved and returned to the City 1/8/19.	Waiting for owner to process permit paperwork.
Domino's Hwy 111 - TI	81942 Highway 111/Monroe Street	Plans submitted for tenant TI. Plans approved and returned to the City 11/6/17.	Waiting for owner to process permit paperwork.
East County Detention Center - Phase 1 Demolition. Phase 2 - Detention Center Design and Construction	Hwy 111 & Oasis	Received demolition plans on 9/16/13. Returned to consultant. Received conformed set of demolition plans on 12/5/13. Jail Expansion plans have been reviewed for 2nd plan check and returned on 10/1/14. Completed 4th plan check 11/07/2014, Art requested VSD not send 4th plan check back until he coordinates with the civil engineer. Plan Check is complete. Permit Fees paid 7/13/15. Issued permit 3510 on 7/23/15. Project scheduled to be complete February 2019.	Inspect work improvements as scheduled.
Eddie Leon Residence	82549 Bogart Dr - Indian Palms CC	Plans submitted for new single family residence. Plans approved and returned to the City 11/21/16. Issued permit 3632 on 1/26/17.	Inspect work improvements as scheduled.
El Destino Nightclub - TI	83085 Indio Boulevard/Civic Cnter Mall	Plans submitted for existing building TI 11/30/2015. Plans approved and returned to the City 3/22/16. Issued permit 3577 on 5/24/16. Issued permit 3596 on 8/3/16.	Inspect work improvements as scheduled.
Fiesta Delights TI	82900 Avenue42/Jackson Street	Plans submitted for TI of existing building. Plans approved and returned to the City 12/12/18.	Waiting for owner to process permit paperwork.
Fred Young (Villa Hermosa Apts)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. 6/11/15. 1st plan check returned to the City 12/30/15. Issued permit 3697 on 9/14/17.	Inspect work improvements as scheduled.
Gallery at Indian Springs	Jefferson St / Westward Ho Drive	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 1/10/18. Completed 2nd plan check and returned to the Engineer 1/25/18. Plans approved 1/31/18.	Inspect work improvements as scheduled.
Gallery at Whittier Ranch Tract 31473	NW Corner Jackson and Avenue 48	Old Tract coming back to life. Plans previously approved. Developer completing the remaining phases.	Inspect work improvements as scheduled.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Gallery Homes Tract -Indian Palms	Monroe & Avenue 50	Gallery Homes has recently purchased the 106 lots. Staff has inspected the site and prepared a list of improvements that need to be made prior to issuing connection permits. Plans submitted for home plans. Reviewed 1st plan check and returned back to the city on 6/4/2014. 2nd plan check returned to city 7/7/14. Model plans approved and returned to the City 8/22/14. All permitted homes have been finalized. New homes currently under construction.	Inspect work improvements as scheduled.
Haciendas II Tract 31975 -137 Lot Subdivision	North of Avenue 43 & East of Golf Center	Provide info to the engineer performing due diligence for a developer. The subdivision was formerly owned by Beazer Homes. The subdivision is in AD 2004-VSD. Received Architectural plans 12/31/15 for 1st check. 1st check complete and returned to City 2/11/16. Mainline repairs complete. Maintenance Bond start date: 07/13/16.	Inspect laterals as requested by builder.
Hampton Inn	TBD - Spectrum St/Atlantic Ave	Plans submitted for new 93 room, 4 story hotel. Completed 1st plan check and returned to the City. Plans approved and returned to the City 8/30/18. Issued permit 3776 on 10/12/18.	Inspect work improvements as scheduled.
Hampton Inn Sewer Main Extension	North West Corner of Spectrum St and Atlantic Ave	Plans submitted for the extension of a public sewer main for Hampton Inn at Atlantic Ave. Plan check fees paid 7/11/18. Completed 2nd plan check and returned plans to the engineer 8/9/18. Plans approved and returned to engineer 8/27/18.	Waiting on developer bonds for sewer agreement.
Indio Mall Fire Rebuild	82011 Highway 111/ Monroe Street	Plans submitted for existing building TI. Plans approved and returned to the City 8/29/18. Issued permit 3769 on 9/18/18.	Inspect work improvements as scheduled.
Indio Palms Sewer Main Extension	South East Corner of Avenue 42 and Monroe St	Plans submitted for the extension of a private sewer main for Indio Palms at Spectrum Street. Plan check fees paid 2/1/18. Completed 1st plan check and returned plans to engineer 2/21/18. Completed 2nd plan check and returned plans to engineer 3/20/18. Plans approved and returned to engineer 5/10/18.	Waiting on developer bonds for sewer agreement.
Indio Village Square TI	44075 Jackson St	Plans submitted for TI of 2 single occupancy tenant restrooms. Plans approved and returned to the City 2/16/18. Issued permit 3784 on 12/11/18.	Inspect work improvements as scheduled.
Jesus Yvette Salon - TI	45785 Towne Street/Hwy 111	Plans submitted for tenant TI. Completed 1st plan check and returned to the City 9/22/17. Plans approved and returned to the City 10/10/17.	Waiting for owner to process permit paperwork.
Les Schwab Tires	82361 Avenue 42/Monroe Street	Plans submitted for new building. Plans approved and returned to the City 10/26/17.	Waiting for owner to process permit paperwork.
Marshalls TI	42400 Jackson Street, Avenue 42	Plans submitted for existing shell building TI. Plan approved and returned to the City 11/15/18. Issued permit 3797 on 1/2/19.	Inspect work improvements as scheduled.
Mex-American Tax Services	44250 Monroe St. / South of Indio Blvd	Plans submitted for an office addition, Returned 1st plan check back to City on 1/21/2014. Received 2nd submittal 3/13/2014. 2nd plan check completed and returned to the city on 3/31/2014. Received 3rd submittal 4/21/14. Reviewed, approved and returned plans back to the city on 5/15/2014. Issued permit 3518 on 8/4/15. Permit expired with the City.	Inspect work improvements as scheduled.
Mobile Gas Station TI	43411 Monroe Street/I-10	Plans submitted for TI. Plans approved and returned to the City 1/11/18. Issued permit 3775 on 10/8/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 33	Plans submitted for casita addition and storage building. Plans approved and returned to the City 7/19/18. Issued permit 3764 on 8/23/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 121	Plans submitted for casita addition and storage building. Plans approved and returned to the City 6/7/18.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 149	Plans submitted for casita addition and storage building. Plans approved and returned to the City 8/6/18. Issued permit 3765 on 8/29/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 157	Plans submitted for casita addition and storage building. Plans approved and returned to the City 8/27/18. Issued permit 3771 on 10/1/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 168	Plans submitted for casita addition and storage building. Plans approved and returned to the City 8/22/18.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 170	Plans submitted for casita addition and storage building. Plans approved and returned to the City 6/7/18.	Waiting for owner to process permit paperwork.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 198	Plans submitted for casita addition and storage building. Plans approved and returned to the City 4/27/18. Issued permit 3748 on 5/18/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 317	Plans submitted for casita addition and storage building. Plans approved and returned to the City 6/27/18.	Waiting for owner to process permit paperwork.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 354	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/2/18. Issued permit 3751 on 6/7/18.	Inspect work improvements as scheduled.
Motorcoach CC - Casita Addition	80501 Avenue 48, Lot 366	Plans submitted for casita addition and storage building. Plans approved and returned to the City 5/2/18. Issued permit 3752 on 6/7/18.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 308	Plans submitted for casita and shade structure with indoor kitchen and restroom. Plans approved and returned to the City 11/20/18. Issued permit 3796 on 1/2/19.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 370	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 8/27/18. Issued permit 3770 on 9/26/18.	Inspect work improvements as scheduled.
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 371	Plans submitted for casita addition and shade structure with outdoor kitchen. Plans approved and returned to the City 6/27/18. Issued permit 3757 on 7/30/18.	Inspect work improvements as scheduled.
Paradiso Tract 31815	East of Monroe North of Ave 41	Model homes. No plan check is required. Permit and Inspection fees need to be paid.	Perform inspection upon payment of required fees.
Parcel Map 36215	Dr. Carreon west of Van Buren	Civil plans submitted for 1st plan check. Plans approved and returned to the Engineer 1/18/18. Issued permit 3718 on 1/23/18.	Inspect work improvements as scheduled.
Regal Indio Metro 8 TI	81725 Highway 111	Plans submitted for TI of Metro 8 theater building. Completed 1st plan check and returned to the City 1/31/18.	Perform 2nd plan check upon plan resubmittal.
RPI (Royal Plaza Inn) Bar & Grill - TI (formerly Cactus Jacks)	82347 Highway 111	Plans submitted for tenant improvement and installation of a grease interceptor. Plans approved and returned to the City 10/12/17. Issued permit 3700 on 10/27/17.	Inspect work improvements as scheduled.
Sage Dental TI	82900 Avenue 42, Suite B-101	Plans submitted for existing building TI. Plans approved and returned to the City 9/20/18. Issued permit 3773 on 10/4/18.	Inspect work improvements as scheduled.
Sater's Apartment Complex / Avenue 44 Easement	Between Avenue 44 & Market St West of Jackson	VSD met with the Developer of an apartment complex and discussed sewer main connection options for the developer to tie into. Plans submitted for 6 building, 60 unit apartment complex. 3rd plan check returned to city 6/28/16. Plan approved and returned to the City 5/18/17. bonds and development agreement have been signed and recorded. Waiting for developer to finalize easement and permit project.	Waiting for owner to process permit paperwork.
Shadow Hills Plaza Ste F-102 TI	82900 Avenue 42/Jackson St	Plans submitted for existing building TI. Completed 1st plan check and returned to the City 6/15/18.	Perform 2nd plan check upon plan resubmittal.
Sun Community Credit Union TI	82195 Avenue 42/Monroe	Plans submitted for existing building TI. Plans approved and returned to the City 11/7/18. Issued permit 3788 on 11/16/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-3	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Working on getting the development agreement recorded. Bonds have been submitted. Construction work is in progress. Warranty Bond in place 3/28/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-4	North of Avenue 44 & East of Harrison	37 Lot Residential Tract Development. Plans submitted for plan check #1. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. Plans approved and Fees paid. Warranty Bond in place 3/28/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-5	North of Avenue 44 & East of Harrison	50 Lot Residential Tract Development. Plans submitted for 1st plan check. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. 3rd plan check returned 3/10/2014. Plans approved June 3, 2014. Warranty Bond Released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-6	North of Avenue 44 & East of Harrison	Plans submitted for plan check review on the next phase of development. 1st plan check ready to be picked up. Plans Approved 2/9/16. Performance Bond Released 3/20/2017. Warranty Bond in place.	Inspect work improvements as scheduled. Inspection and testing of sewer main after the one year warranty period.

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Terra Lago Four Seasons Tract 32341-7	North of Avenue 44 & East of Harrison	Civil plans submitted plan check. Plans approved and returned to the Engineer 7/11/17. Issued permit 3715 on 1/29/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-8	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 12/4/17.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-9	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-10	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18.	Waiting for owner to process permit paperwork.
Terra Lago Four Seasons Tract 32341-11	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 12/12/18.	Perform 2nd plan check upon plan resubmittal.
Terra Lago Four Seasons Tract 32462	North of Avenue 44 & East of Harrison	19 Lot Residential Tract Development. Plans submitted for 1st plan check. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. Plans revised and resubmitted due to field issues. Warranty Bond Released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32462-2	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Development agreement has been recorded. Bonds have been submitted. Construction work is in progress.	Inspect work improvements as scheduled.
The Daily Grind Coffee - TI	45810 Fargo Street/Hwy 111	Plans submitted for tenant TI. Plans approved and returned to the City 1/24/18. Issued permit 3737 on 3/9/18.	Inspect work improvements as scheduled.
The Palms Building 10	Avenue 42/Monroe - Address TBD	Plans submitted for new buildings. Plans approved and returned to the City 6/8/17.	Waiting for owner to process permit paperwork.
Tower Market Gas Station	84417 Indio Blvd, Avenue 48	Plans submitted for gas station and convenience store. Completed 3rd plan check and returned to the City 1/11/19.	Perform 4th plan check upon plan resubmittal.
U Save Market TI	46527 Calhoun Street/Date Avenue	Plans submitted for existing building TI. Plan approved and returned to the City 12/12/18. Issued permit 3794 on 12/18/18.	Inspect work improvements as scheduled.



## Informational Items

**Valley Sanitary District**  
**Combined Monthly Account Summary**  
December 2018 (UNAUDITED)

<u>Account Description</u>	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Budget</u>	<u>% Expended</u>	<u>Balance</u>
<b>Operating Expenses</b>					
Salaries	201,592	1,219,757	2,496,500	49 %	1,276,743
Callout	226	2,999	7,000	43 %	4,001
Group dental/vision	407	9,046	26,100	35 %	17,054
Group disability	1,069	6,064	12,300	49 %	6,236
Group health	33,522	193,447	433,600	45 %	240,153
Group life	495	2,778	5,900	47 %	3,122
Longevity	2,585	16,800	35,200	48 %	18,400
Overtime	3,904	18,436	15,500	119 %	(2,936)
Payroll taxes	17,436	91,131	195,600	47 %	104,469
Retirement	18,462	116,315	272,000	43 %	155,685
Standby	2,690	17,188	35,000	49 %	17,812
Workers comp	3,758	23,051	48,800	47 %	25,749
Certifications	642	1,969	8,100	24 %	6,131
Chemicals	32,735	164,478	366,030	45 %	201,552
Clothing/Safety	2,655	14,672	38,400	38 %	23,728
Comprehensive insurance	0	293,286	295,000	99 %	1,714
Contract services	9,420	187,859	550,085	34 %	362,226
County charges	409	548	22,000	2 %	21,452
Directors' fees	2,000	17,000	36,500	47 %	19,500
Electricity	49,955	244,297	509,300	48 %	265,003
Gas/Oil	4,671	20,879	52,000	40 %	31,121
Memberships/Subscriptions	16,556	26,572	37,385	71 %	10,813
Natural gas	683	1,680	4,000	42 %	2,320
Office expense	656	7,361	16,000	46 %	8,639
Operating supplies	6,683	49,958	153,100	33 %	103,142
Other expenses	1,481	6,339	30,000	21 %	23,661
Permits & fees	48,622	68,758	81,950	84 %	13,192
Pretreatment	0	0	1,000	0 %	1,000
Professional/Legal	24,113	104,277	404,840	26 %	300,563
Publications	30	589	4,500	13 %	3,911
Repairs/Maintenance	48,205	273,459	567,600	48 %	294,141
Research & monitoring	1,173	19,718	89,300	22 %	69,582
Small tools	534	8,642	17,750	49 %	9,108
Telephone	1,224	9,088	19,500	47 %	10,412
Trash collection	2,636	14,025	35,000	40 %	20,975
Travel/Mtgs/Ed	1,342	20,125	74,000	27 %	53,875
Water	1,175	8,844	27,500	32 %	18,656
<b>Total Expenses</b>	<b>543,745</b>	<b>3,281,433</b>	<b>7,024,340</b>	<b>47 %</b>	<b>3,742,907</b>

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**Valley Sanitary District**  
**Combined Monthly Account Summary**  
 December 2018 (UNAUDITED)

<u>Account Description</u>	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Budget</u>	<u>% Expended</u>	<u>Balance</u>
<b>Capital Expenses</b>					
Capital O & M Fund 11	33,665	126,467	400,000	32 %	273,533
Capital Replacement Fund 12	93,487	310,272	2,657,020	12 %	2,346,748
Capital Improvement Fund 13	0	0	211,240	0 %	211,240
<b>Total Capital Expenses</b>	<b>127,152</b>	<b>436,739</b>	<b>3,268,260</b>	<b>13 %</b>	<b>2,831,521</b>

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# Valley Sanitary District

## Monthly Income Summary

December 2018 (UNAUDITED)

Revenues	Current Month	Fiscal YTD	Annual Projection	% Received	Balance
11-4120000-0 Sewer Service Chgs-Current	\$0	\$10,522,878	\$11,005,080	96 %	\$482,202
11-4140000-0 Sewer Service Chgs-Penalties	\$0	\$0	\$1,000	0 %	\$1,000
11-4210000-0 Permit & Inspection Fees	\$2,445	\$19,530	\$10,000	195 %	(\$9,530)
11-4260000-0 Saddles/Disconnect Fees	\$0	\$80	\$0	0 %	(\$80)
11-4270000-0 Plan Check Fees	\$900	\$5,425	\$10,000	54 %	\$4,575
11-4285000-0 Other Services	\$0	\$0	\$1,800	0 %	\$1,800
11-4310000-0 Sale of Surplus Property	\$0	\$1,816	\$0	0 %	(\$1,816)
11-4430000-0 Taxes - Current Secured	\$161,178	\$161,178	\$700,000	23 %	\$538,822
11-4440000-0 Taxes - Current Unsecured	\$1,400	\$23,010	\$21,000	110 %	(\$2,010)
11-4450000-0 Taxes - Prior Secured	\$0	\$0	\$6,000	0 %	\$6,000
11-4465000-0 Taxes - Penalties	\$0	\$0	\$1,500	0 %	\$1,500
11-4470000-0 Supple Prop. Taxes - Current	\$0	\$0	\$7,000	0 %	\$7,000
11-4480000-0 Supple Prop. Taxes - Prior	\$0	\$0	\$3,200	0 %	\$3,200
11-4500000-0 Homeowners Tax Relief	\$881	\$881	\$6,000	15 %	\$5,119
11-4510000-0 Interest Income	\$0	\$122,188	\$140,000	87 %	\$17,812
11-4574000-0 Non-Operating Revenues - Fnd 11	\$0	\$823	\$500	165 %	(\$323)
12-4510000-0 Interest Income	\$0	\$147,389	\$0	0 %	(\$147,389)
13-4200000-0 Connection Fees	\$130,083	\$609,213	\$895,650	68 %	\$286,437
13-4510000-0 Interest Income	\$0	\$32,700	\$55,000	59 %	\$22,300
<b>Total Revenues</b>	<b>\$296,886</b>	<b>\$11,647,110</b>	<b>\$12,863,730</b>	<b>91 %</b>	<b>\$1,216,620</b>

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