

Directors:

**Mike Duran**, *President*

**William Teague**, *Vice President*

**Dennis Coleman**, *Secretary*

**Debra Canero**, *Director*

**Scott Sear**, *Director*

General Manager:

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

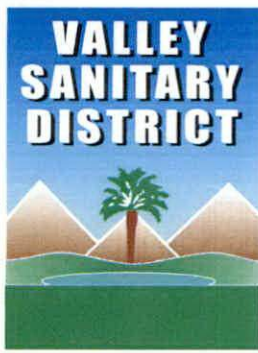
# **Regular Meeting of the Board of Directors**

Tuesday

April 23, 2019

at

1:00 P.M.



Directors:

**Mike Duran**, *President*

**William Teague**, *Vice President*

**Dennis Coleman**, *Secretary*

**Debra Canero**, *Director*

**Scott Sear**, *Director*

General Manager:

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

**REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
Tuesday, April 23, 2019, 1:00 p.m.  
AGENDA**

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

RESOLUTION NO. 2019-1111  
ORDINANCE NO. 2019-120  
MINUTE ORDER NO. 2019-2889

**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 April 8, 2019 Special Meeting, April 9, 2019 Regular Meeting, and April 15, 2019 Special Meeting Minutes
- b. Approval of Cash and Investments for March 2019
- c. Approval of Expenditures for April 4, 2019 to April 17, 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. Award Contract – Sewer Siphon Replacement Crossing Coachella Stormwater Channel to Carollo Engineers, Inc.

MINUTE ORDER NO.

3. Resolution to Adopt the 2018 Coachella Valley Integrated Regional Water Management Plan  
RESOLUTION NO.
4. General Manager's Report

**ADJOURN TO CLOSED SESSION**

5. CLOSED SESSION

The Board shall adjourn to Closed Session to discuss labor negotiations pursuant to Government Code 54957 – General Manager

**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**

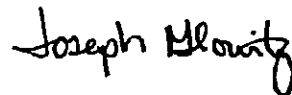
*Informational items are for information only; no action will be taken on these items.*

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

**ADJOURNMENT**

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

POSTED AND MAILED April 18, 2019

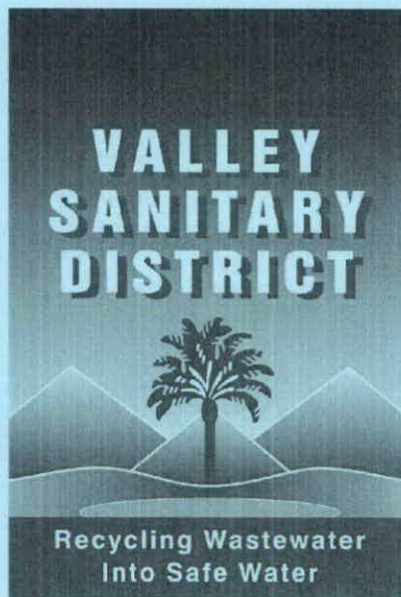


Joseph Glowitz, General Manager  
Valley Sanitary District

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 Board Meeting Minutes
- b. Approval of Cash and Investments
- c. Approval of Expenditures

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

April 8, 2019

A Special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at Fantasy Springs Casino, 84-245 Indio Springs Parkway, Indio, California, on Monday, April 8, 2019.

**CALL TO ORDER, ROLL CALL**

1. PRESIDENT MIKE DURAN called the meeting to order at 9:00 a.m. Those in attendance were as follows:

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

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager

GUESTS: Heather Renschler, Ralph Andersen & Assoc.

**ADJOURN TO CLOSED SESSION**

2. The Board shall adjourn to Closed Session for Labor Negotiations pursuant to Government Code Section 54957 – General Manager

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The Board adjourned to closed session at 9:01 a.m. President Duran adjourned the meeting at 12:00 p.m. for lunch. The Board reconvened to closed session at 1:00 p.m.

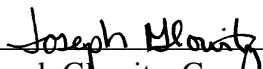
**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 3:10 p.m. PRESIDENT DURAN stated that there was nothing to report.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:10 p.m., and the next Regular Board Meeting will be held April 9, 2019.

Respectfully submitted,

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

**VALLEY SANITARY DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
April 9, 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, April 9, 2019.

**CALL TO ORDER, ROLL CALL**

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

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

DIRECTORS ABSENT: None

STAFF PRESENT: Joseph Glowitz, General Manager, Holly Gould, Ron Buchwald, Joanne Padgham, and Branden Rodriguez

GUESTS: Hugh Curtis, Desert Cornerstone Insurance Services  
Mathew List, Desert Cornerstone Insurance Services  
Robert Hargreaves, Best Best & Krieger  
Tom Tucker, KESQ

**CONSENT ITEMS**

- a. Consideration of the March 21, 2019 Special Board Meeting and March 26, 2019 Regular Board Meeting Minutes
- b. Approval of Expenditures for March 21, 2019 to April 3, 2019

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Check numbers 37071 to 37112 totaling \$203,073.28 and transfers of \$134,195.38 were issued.

**ACTION TAKEN:**

**MOTION:** VICE PRESIDENT TEAGUE made a motion to approve the minutes for the Special Board Meeting held March 21, 2019, the minutes for the Regular Board Meeting held March 26, 2019 and pay the disbursement items as presented. SECRETARY COLEMAN seconded the motion. Motion carried by the following vote: 5 yes

**MINUTE ORDER NO. 2019-2882**

**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.*

Robert Hargreaves of Best Best & Krieger reported on the March 26, 2019 Closed Session that the Board approved to accept the General Manager's resignation effective May 1, 2019.

**NON-HEARING ITEMS**

2. Discussion of Insurance Renewal Proposal – Desert Cornerstone Insurance Services, Inc.

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Hugh Curtis and Mathew List from Desert Cornerstone Insurance Services presented the insurance renewal proposal for the 2019/2020 fiscal year. Desert Cornerstone Insurance Services currently insures the District for property, general liability, management liability, inland marine, auto, umbrella and earthquake. Mr. Curtis made the Board aware of a new Environmental Pollution coverage that is now available. It was the interest of the Board that this coverage be included in an updated proposal. This is an information only item.

3. Epoxy Coating of Circular Clarifier Project Pay Application Number 1

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The epoxy coating of circular clarifier number 3 is finished and has passed inspection. This project is now complete. A warranty inspection will be performed in approximately one year to verify the coating is still in good condition. There have been no change orders or requests for information. National Coating & Lining Company have submitted pay application 1 for \$124,750, which includes 5% retention.

**ACTION TAKEN:**

**MOTION:** SECRETARY COLEMAN made a motion to approve pay application 1 to National Coating & Lining Company for \$118,512.50, with \$6,237.50 to be placed in retention. DIRECTOR CANERO seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2883**

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

4. Award of Contract and Task Authorization 2 – Collection System Program & Design Manager Project Phase 2

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In 2018, the Board awarded Task Authorization 1 for the Collection System Program & Design Manager Project to Harris & Associates, Inc. This project phase is nearly complete. Phase 2 will be a multi-year project. Staff has been in negotiations with Harris to develop the second phase (Task 2) proposal and fee. The negotiated proposal (reduced in fee by \$45,170) is attached for review and is not to exceed \$553,740. This phase will continue the efforts of reviewing additional CCTV video inspections as well as programming several rehabilitation projects and designing sewer replacement projects.

**ACTION TAKEN:**

**MOTION:** SECRETARY COLEMAN made a motion to award Task Authorization 2 of the Collection System Program & Design Manager Project to Harris & Associates, Inc. and authorize the General Manager to execute a Master Services Contract - Task 2 not to exceed \$553,740. VICE PRESIDENT TEAGUE seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2884**

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

5. Consideration to Authorize Surplus of Equipment

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Staff has identified obsolete equipment that is no longer usable by the District. These items have been replaced by newer items and are no longer needed. In the fall of 2018 staff was asked to explore purchasing tablets for the Board of Directors. Two (2) Amazon Fire Tablets were purchased and given to two (2) Directors to test for sustainability. Originally it was decided they would work for what the Board needed, and staff purchased three (3) additional tablets at \$116 each. After the first board meeting it was discovered that the Board would need a tablet with better functionality and technology. It is beyond the time limit to return the tablets and they have been placed on the list for surplus. PRESIDENT DURAN suggested they be donated if they do not sell. MR. GLOWITZ stated that before implementing the tablets the General Manager would use their private vehicles to hand deliver the packets without being reimbursed. The other items listed for surplus are an air compressor and aerator.

**ACTION TAKEN:**

**MOTION:** VICE PRESIDENT TEAGUE made a motion to authorize surplus of the items listed on the attached Valley Sanitary District Equipment Disposition Form in accordance with VSD Policy 3030: Fixed-Asset Accounting Control. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2885**

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

6. Engineering Reports – Draft Sewer Use and Sewer Capacity

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As part of and in support of the proposed rate increases scheduled for May 14, 2019, the District's consultant, Municipal Financial Services, has prepared two reports; Evaluation of Sewer Capacity Charges and Evaluation of Sewer Service Charges. These reports are provided to the Board for review, and further discussion at a subsequent Board meeting. This is an information only item.

7. Fiscal Year 2019/2020 Budget Study Session

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MR. GLOWITZ presented the fiscal year 2019/2020 draft budget to the board. The Operations and Maintenance budget was reviewed and discussed. If approved, the sewer use fee and connection capacity fee will increase. The Board gave Staff direction as to how to proceed. The final budget will be brought back to the board for approval on June 11, 2019.

8. Set Public Hearing Date to Adopt the Final Fiscal Year 2019/2020 Budget

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It is recommended that the Board set a budget hearing date for June 11, 2019 to adopt the fiscal year 2019/2020 Operations and Maintenance Budget and Capital Improvement Program and to approve the Public Hearing Notice for publishing in the Desert Sun on April 28, 2019 and May 12, 2019.

**ACTION TAKEN:**

**MOTION:** SECRETARY COLEMAN made a motion to set a budget hearing date of June 11, 2019 to adopt the final fiscal year 2019/2020 budget and approve the Public Hearing Notice for publishing in the Desert Sun for April 28, 2019 and May 12, 2019. DIRECTOR SEAR seconded the motion. Motion carried by the following roll call vote:

**MINUTE ORDER NO. 2019-2886**

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

9. General Manager's Report

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The ACWA application is complete and staff is moving forward with the membership process. The new website is moving forward and should be completed soon.

**ADJOURN TO CLOSED SESSION**

10. The Board shall adjourn to Closed Session -
- Existing Litigation pursuant to Government Code 54956.9 (d)(1) - One Stop Shoppe
  - Labor Negotiations pursuant to Government Code 54957 – General Manager

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The Board adjourned to closed session at 2:14 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 3:17 p.m. PRESIDENT DURAN stated that there was nothing to report.

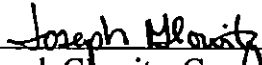
**DIRECTOR'S ITEMS**

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

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 3:17 p.m., and the next Regular Board Meeting will be held April 23, 2019.

Respectfully submitted,

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

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

April 15, 2019

A Special Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held at Valley Sanitary District, 45-500 Van Buren Street, Indio, California, on Monday, April 15, 2019.

**CALL TO ORDER, ROLL CALL**

1. PRESIDENT MIKE DURAN called the meeting to order at 9:00 a.m. Those in attendance were as follows:

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

DIRECTORS ABSENT: None

STAFF PRESENT: Holly Gould, Ron Buchwald, and Joanne Padgham

GUESTS: None

**ADJOURN TO CLOSED SESSION**

2. The Board shall adjourn to Closed Session for Labor Negotiations pursuant to Government Code Section 54957 – General Manager

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The Board adjourned to closed session at 9:01 a.m.

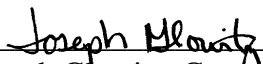
**RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 1:40 p.m. PRESIDENT DURAN stated that there was nothing to report.

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:40 p.m., and the next Regular Board Meeting will be held April 23, 2019.

Respectfully submitted,

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

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

FOR THE PERIOD: 03/01/2019 TO 03/31/2019 (UNAUDITED)

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

**INVESTMENTS**

<b>LAIF Fund 4 - Agency Fund</b>		
Beginning Balance (Fund 4)	358,337	
Net Transfer from (to) Fund 11	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
<b>Fund 04 Ending Balance</b>	<u>358,337</u>	
<b>LAIF Fund 6 - Wastewater Revenue Refunding Bonds</b>		
Beginning Balance (Fund 6)	825	
Net Transfer from (to) Fund 11	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
<b>Fund 06 Ending Balance</b>	<u>825</u>	
<b>LAIF Fund 11 - Operating Fund</b>		
Beginning Balance (Fund 11)	19,754,314	
Net Transfer from (to) Fund 04	0	
Net Transfer from (to) Fund 06	0	
Net Transfer from (to) Fund 12	242,126	
Net Transfer from (to) Fund 13	(25,590)	
Fund Transfer from (to) LAIF - WF	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
<b>Fund 11 Ending Balance</b>	<u>19,970,850</u>	
<b>LAIF Fund 12 - Reserve Fund</b>		
Beginning Balance (Fund 12)	19,580,710	
Net Transfer from (to) Fund 11	(242,126)	
Net Transfer from (to) Fund 13	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
<b>Fund 12 Ending Balance</b>	<u>19,338,584</u>	
<b>LAIF Fund 13 - Capital Improvement Fund</b>		
Beginning Balance	5,301,573	
Connection Fees	25,590	
(Disbursements) or Reimbursements	<u>0</u>	
Net Transfer from (to) Fund 11	25,590	
Net Transfer from (to) Fund 12	0	
Interest (Pd quarterly - Int. Rate 2.55%)	0	
<b>Fund 13 Ending Balance</b>	<u>5,327,163</u>	
<b>TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13</b>		<b>44,995,759</b>

**CASH IN CHECKING ACCOUNT**

<b>WELLS FARGO - FUND 11</b>		
Beginning Balance	2,032,996	
Deposits	79,089	
Fund Transfer from (to) LAIF (net)	0	
Disbursements and Payroll	(908,911)	
<b>Wells Fargo Ending Balance</b>	<u>1,203,174</u>	
<b>CALTRUST - FUND 11</b>		
Beginning Balance	1,006,296	
Interest Income	0	
<b>CalTRUST Ending Balance</b>	<u>1,006,296</u>	
<b>TOTAL WELLS FARGO AND CALTRUST CHECKING</b>		<b>2,209,470</b>
<b>TOTAL CASH AND INVESTMENTS</b>		<b><u>47,205,229</u></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*  
*JP*

**DISBURSEMENTS**  
**Approved at the Board Meeting of**  
**April 23, 2019**

37113 Caselle, Inc.	Permit & Accounting Software Deposit	\$54,274.00
37114 United Way of the Desert	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$50.00
37115 Vantage Point Transfer Agents - ICMA	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$1,345.00
37116 American Red Cross	First Aid & CPR Course	\$1,060.00
37117 Best, Best & Krieger	Legal Services for March 2019	\$8,667.47
37118 Calif. Water Environment Assn.	Certificate Renewal	\$87.00
37118 Calif. Water Environment Assn.	Membership Renewal	\$188.00
37118 Calif. Water Environment Assn.	Membership Renewal	\$188.00
37119 Caltest Analytical Laboratory	NPDES Samples	\$597.00
37120 Carollo Engineering, Inc	*Arc Flash Study 3/1/19-3/31/19	\$1,354.00
37121 Cintas Corp	Uniforms, mats, towels, etc for week of 04/15/2019	\$834.27
37121 Cintas Corp	Uniforms, mats, towels, etc for week of 04/08/2019	\$859.27
37122 City of Indio Alarm Program	Alarm Permit Renewal	\$20.00
37123 Consolidated Electrical Distributors, Inc.	Breakers	\$1,971.46
37124 Core & Main LP	Field Safety Equipment	\$110.41
37125 Daniels Tire Service, Inc.	Tire Repair	\$26.09
37125 Daniels Tire Service, Inc.	Mount John Deere Tires	\$39.07
37126 Desert Hose & Supply	Air Line Fitting for Kenworth	\$34.30
37127 Desert Sun Publishing Company	Notice of Public Hearing	\$327.80
37128 Eisenhower Occupational Health	Pre Employment Exam	\$125.00
37129 Equipment Direct	Restock Safety Equipment	\$63.57
37130 Eurofins Eaton Analytical	Total Dissolved Solids Testing for March 2019	\$90.00
37131 Fastenal Company	Ball Valves	\$1,076.65
37131 Fastenal Company	Cart Tools	\$584.18
37131 Fastenal Company	Restock Equipment	\$737.11
37131 Fastenal Company	Clamps	\$430.06
37132 FedEx	Shipping Charges for March 2019	\$406.87
37133 FedEx Freight West, Inc., Dept. LA	Freight Charges	\$579.33
37134 Grainger	A/C Filters	\$44.41
37135 Hach Company	Glass Filters	\$284.20
37135 Hach Company	Ammonium Analysis Reagent	\$916.77
37136 Innovative Document Solutions	Monthly Copier Maintenance	\$253.72
37137 Interstate All Battery Center	Batteries	\$85.39
37138 McMaster-Carr Supply Co.	Swivels	\$43.49
37139 Nautilus Environmental, Inc	First Quarter Toxicity Testing	\$3,400.00
37140 Plumbers Depot Inc.	Fiberglass Poles	\$579.64
37141 Quinn Company	Seat Belt for Forklift	\$220.53
37142 Safety-Kleen Systems, Inc.	Parts Washer	\$619.03
37143 Scott Sear	Vision Reimbursement	\$90.00
37144 SoCo Group, Inc.	Unleaded & Diesel Fuel	\$3,093.79
37145 Southern California Boiler, Inc.	Install Maxon Digester Gas Valve	\$9,437.12
37146 Southwest Networks, Inc.	2019 Microsoft Home & Business	\$1,359.38
37146 Southwest Networks, Inc.	Office 365 Essentials	\$55.00
37146 Southwest Networks, Inc.	Office 365 Managed	\$500.00
37147 Stantec Consulting Services, Inc.	*Document Prep Discharge Pipe Coating	\$1,039.00
37147 Stantec Consulting Services, Inc.	*Aeration Basin Inspection	\$10,833.88
37148 Tops 'N Barricades Inc.	Lighting for F150 Truck	\$1,138.69
37149 Univar USA Inc.	Sodium Hypochlorite	\$7,170.58
37149 Univar USA Inc.	Sodium Bisulfite	\$5,879.78
37150 VER Sales, Inc.	Replace Confined Space Entry Equipment	\$1,471.07
37151 Yellow Mart	Work Boots	\$183.23
201904091 Indio Water Authority	Water Service for February 2019	\$644.26
201904101 Humana Dental Insurance	Dental Insurance for April 2019	\$2,011.35
201904102 Burrtec Waste & Recycling Svcs	Trash Service for April 2019	\$222.38
201904103 SoCal Gas	Natural Gas for March 2019	\$881.51
201904104 Burrtec Waste & Recycling Svcs	Grit Removal for March 2019	\$2,052.24
201904121 Paychex - Direct Deposit	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$60,870.00
201904122 Paychex - Garnishment	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$75.00
201904123 Paychex - Tax	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$28,779.12
201904124 Paychex - Fee	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$162.25
201904125 Paychex - Live Check	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$217.99
201904126 MassMutual	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$10.00

201904127 Nationwide Retirement Solution	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$2,530.76
201904151 TASC	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$362.54
201904161 CalPERS 457	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$3,180.00
201904162 CalPERS Retirement	PR 03/22/2019 - 04/04/2019 PD 04/12/2019	\$16,216.34
201904163 CalPERS Health	Health insurance for May 2019	\$29,371.37
201904191 Bank of America #8846	New Charges for March 2019	\$3,605.85
201904201 Office Depot Credit Plan	Restock Office Supplies	\$1,359.36

\*Capital Expenditures

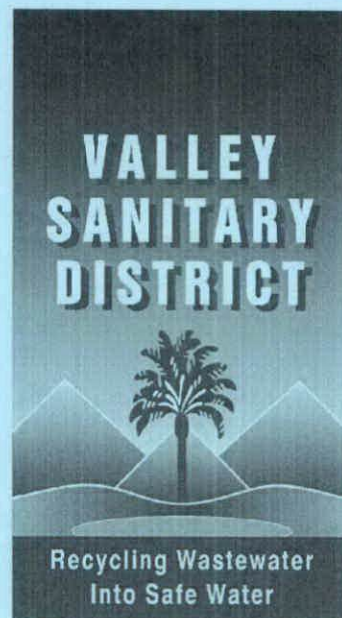
Approved:

*Joseph Blowitz*

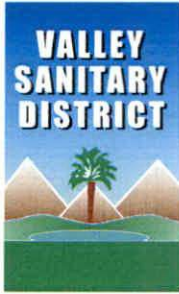
\$277,376.95

# Agenda Item

# 2



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



Valley Sanitary District  
Board of Directors Meeting  
April 23, 2019

TO: Board of Directors  
FROM: Joseph Glowitz  
SUBJECT: Award Contract – Sewer Siphon Replacement Crossing Coachella Stormwater Channel to Carollo Engineers, Inc.

<input checked="" type="checkbox"/> Board Action	<input checked="" type="checkbox"/> New expenditure request	<input checked="" 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 authorize the General Manager to execute a contract to Carollo Engineers for the preliminary design of the sewer siphon replacement crossing the Coachella Stormwater Channel at Westward Ho not to exceed \$125,534.

**Background:**

On February 14, 2019, the Coachella Valley and the watershed north of Palm Springs experienced a high rain event that resulted in flood waters within the Coachella Stormwater Channel. The flooding within the storm channel caused damage throughout the Coachella Valley from Palm Springs to the Salton Sea. This flood event was the direct cause of the high erosion within the storm channel that exposed the District’s sewer siphon underneath the channel at Westward Ho and Avenue 46. The sewer siphon was designed with over 10 feet of soil over the top of the main. An emergency and temporary sewer main replacement was performed to replace about 200 feet of the damaged sewer siphon. This emergency repair was allowed only to replace the sewer siphon as is or as exposed and not allowed to relocate the main deeper or to realign. The repaired sewer siphon needs to be replaced with a permanent and protected sewer siphon. A new design is required to place the main below the new erosion zone.

This replacement project has many design alternatives (open cut, directional bore, bore and jack, etc.) and considerations (soil types, utilities within the channel, siphon length and depth, etc.) that requires research, investigations and cost estimations. Staff is recommending designing this project in steps instead with one large contract. Staff has discussed this approach with Carollo Engineers, Inc. (Carollo) and agreed to provide a proposal for providing the preliminary design portion of the project.


The District has an Indefinite Delivery / Indefinite Quantity (IDIQ) As-Needed contract with Carollo dated July 16, 2018. This project will be Task Authorization No. 2 of the IDIQ master services contract for Carollo. Carollo has performed several sewer siphon designs for various clients. Carollo has put together a proposal to perform this initial design for a not to exceed fee of \$125,534 that is attached for review. Please note the estimated two (2) years to complete the design and construction of this project. Time is of the essence to start this project.


**Fiscal Impact:**

The design cost of this project was not included in the FY 2018/19 budget but will be included in the FY 2019/20 budget. On March 5, 2019, the Board authorized emergency spending to be used to make the required repairs to the sewer siphon. Staff is requesting to continue to use the emergency spending budget in order to begin design work this fiscal year.

12-3200-000-0	Emergency Spending Account	\$50,000
<b>Total</b>	<b>FY 2019/20</b>	<b>\$50,000</b>

11-8630-000-0	Engineering and Maintenance	\$75,534
<b>Total</b>	<b>FY 2019/20</b>	<b>\$75,534</b>

Submitted By:   
Ron Buchwald, PE  
District Engineer

Approved By:   
Joseph Glowitz  
General Manager

Attachment: Letter of Proposal, Carollo, dated April 16, 2019





April 16, 2019

Mr. Joseph Glowitz, PE  
General Manager  
Valley Sanitary District  
45-500 Van Buren  
Indio, CA 92201

Subject: **Proposal to Provide Engineering Services for the Replacement of the Westward-Ho Sewer Crossing the Coachella Stormwater Channel**

Dear Mr. Glowitz:

Carollo Engineers Inc. (Carollo) is pleased to submit this proposal to Provide Engineering Services for the Westward-Ho Sewer Replacement Crossing at the Coachella Stormwater Channel Project. In February 2019, the Valley Sanitary District (District) experienced a major Winter storm that exposed the existing 12-inch diameter sewer siphon pipeline (also known as Avenue 46 Channel Siphon) crossing the Coachella Stormwater Channel (Channel) at Westward-Ho in Indio, California. The exposed sewer was undermined as a result of the storm and subsequent channel erosion that occurred. It was then determined by the District that the existing sewer siphon should be replaced with a deeper pipeline that would be safe from future storm erosion. Carollo was contacted by the District to provide engineering services for the preliminary design with final design, bid phase, and engineering services during construction of this replacement sewer project to be authorized later. In the meantime, an emergency pipeline replacement has been completed by the District to repair the current erosion damage, consisting of removing and replacing approximately 200 feet section of the 12-inch sewer in the middle of the Channel using a force account contractor. The emergency repairs are viewed as a temporary fix. Carollo has prepared this proposal for the preliminary and final engineering of this proposed design.

Carollo's proposed scope of work and fee is presented below.

## **SCOPE OF WORK**

---

### **Task 1 – Project Oversight/Management and Quality Management**

#### **1.1 – Project Kick-Off Meeting**

Prior to beginning work, Carollo will coordinate and participate in a project kick-off meeting with the District to discuss the finalized scope of work, the schedule, the roles and responsibilities, communication protocol, coordination activities between District staff, and other related items. This meeting will be held at the District's office.

#### **1.2 – Progress Meetings**

Carollo will attend up to two progress meetings with the District during the development of the Preliminary Design Report (PDR) phase of the project. Carollo will submit relevant documents for review and comment prior to meetings and will make revisions as requested by the District staff. We anticipate attending a total of two (2) coordination review and progress meetings during the preliminary phase (Task 2) of the project.

Carollo will prepare and distribute meeting agendas prior to each meeting. Carollo will also prepare and distribute meeting minutes within three (3) days after each meeting.

Meetings may be conference calls using electronic means of attending unless a meeting at the District's office is specifically requested and/or necessary.

Mr. Joseph Glowitz, PE, General Manager  
Valley Sanitary District  
April 11, 2019

### **1.3 – Project Management**

Carollo's Principal-in-Charge and Project Manager will review the status of budget, schedule and relevant project issues together on a weekly basis. Our Project Manager, Jerry Gantney, will provide project status updates via email to District's designated project manager on a bi-weekly basis. These bi-weekly status updates will be used to confirm work progress, identify critical information needs, and where appropriate alert the District to any potential issues which may impact the project scope, schedule or budget. These bi-weekly project status updates will be supplemented with monthly project status reports that will be prepared and distributed along with Carollo's invoices.

### **1.4 – Technical Review and Quality Management**

Carollo will provide quality management reviews through the course of the project consistent with District's policies. Our quality management procedures establish and maintain a structure for providing reviews of all work products and adherence to industry design standards.

All work product deliverables, including detailed checking of work by in-house staff will be reviewed prior to submittal to the District. Technical reviews will include reviews for code compliance, safety, operability, constructability, errors/omissions and clarity.

## **Task 2 – Prepare Preliminary Design Report (PDR)**

### **2.1 – Review Existing Records and Drawings**

Carollo will review existing record drawings, sketches and reports. To date, some record drawings have been received. These drawings have been reviewed on a cursory basis. Additional review will be done after Notice to Proceed.

Additional records, reports and pertinent information may be requested during the course of the work. A written request via email will be provided to the District or other agencies. Any request for additional information to other agencies will include a copy of the request to the District.

### **2.2 – Attend Site Visits**

Carollo will attend two (2) site visits during the PDR and Final Design phase of the project. These site visits may combine other activities such as progress meetings.

### **2.3 – Prepare 2 Trenchless Alternatives for Crossing Coachella Stormwater Channel**

Carollo's subconsultant, Brierley and Associates will assist Carollo to provide two (two) trenchless crossing alternatives such as horizontal directional drilling (HDD) and augured bored sleeved pipeline (jack and boring or micro tunnel methods). Also included, will be our geotechnical consultant, Converse Consultants, who will prepare a desktop study for the geotechnical design requirements for the PDR phase of the work. Based on the available existing geotechnical reports of the existing Channel if available, and historical information, a draft soil and geophysical properties memorandum will be provided.

Based on the preliminary trenchless review and a review of the preliminary geotechnical report determined by the Desktop Study, a preliminary recommendation memorandum of the trenchless crossing will be provided to the District for review and comment.

Mr. Joseph Glowitz, PE, General Manager  
Valley Sanitary District  
April 11, 2019

#### **2.4 – Prepare Preliminary Design Report**

A two barrel siphon replacing the existing single barrel siphon design concept will be provided. Carollo will prepare a Draft Preliminary Design Report (PDR) for review by the District. A final PDR will be provided after completion of the draft review comments.

##### **Deliverables:**

Deliverables for this Task will include:

- Five (5) hard copies of the DRAFT PDR.
- One electronic copy of the DRAFT PDR in original Microsoft Word format.
- One electronic copy of the DRAFT PDR in PDF format.
- Five (5) hard copies of the FINAL PDR.
- One electronic copy of the FINAL PDR in original Microsoft Word format.
- One electronic copy of the FINAL PDR in PDF format.

#### **2.5 – Prepare CEQA Documentation**

It is assumed the project will qualify under Article 19, Section 15302 of the CEQA guidelines as a Categorical Exemption. Carollo will prepare the appropriate Notice to be filed with Riverside County (including supporting memo to be included in project files) and directly pay the \$50 filing fee if applicable. If it is determined that the preparation of an Initial Study is needed, a change in scope and fee will be discussed with the District.

##### **Deliverables:**

Deliverables for this Task will include:

- Notice of Exemption and supporting memo

### **Task 3 – Prepare Final Design – *To be authorized at a later date***

#### **3.1 – Prepare Topographic Survey**

Carollo's subconsultant, Calvada Surveying, Inc., will conduct a topographic survey of the site/alignment and provide a base map to the extent required for the design of the pipeline crossing and interconnections with the existing facilities. Mapping will include 1-foot contours and will reference NAD83 for control. All surface features will be shown and identified, including trees, fencing, and structures. Where manholes, vaults or valve cans can be accessed, the survey will include depths of existing underground utilities. Property lines, right-of-way lines and easements of record will be shown based on the record information.

#### **3.2 – Prepare Geotechnical Investigation Baseline Report**

Carollo's subconsultant, Converse Consultants, will conduct a geotechnical investigation of the site and provide a Geotechnical Baseline Report (GBR) for use in the design of the pipeline replacement. Geotechnical borings will be provided by Converse Consultants.

A field investigation report (Soils Report) will be prepared for the Final Design which will include a review of existing soil borings, new soil borings and geotechnical analysis of the Channel's soil properties and recommendations for the pipeline line and appurtenant structures.

Mr. Joseph Glowitz, PE, General Manager  
Valley Sanitary District  
April 11, 2019

### **3.3 – Prepare 50% Design Plans and Cost Estimate**

A 50% set of plans and technical specifications will be prepared by Carollo, which will include plan and profile of the pipeline alignment and selected trenchless method for the crossing at the Channel and the points of connections to the existing sewer system. It is assumed that only a two barrel siphon type of crossing of the Channel will be provided for the final design. A preliminary engineer's opinion of probable construction cost will also be provided for review.

### **3.4 – Prepare 90% Design Plans, Specifications and Cost Estimate**

A 90% set of plans and technical specifications will be prepared by Carollo, which will include plan and profile of the pipeline alignment. Plans, Specifications and an updated engineer's opinion of probable construction cost will be provided. Submittals for Permit reviews will also be provided for agency reviews.

### **3.5 – Prepare Final Design Plans, Specifications and Cost Estimate**

Final signed and stamped plans, specifications and Class 3 cost estimate will be provided to the District along with all calculations and reports such as the Geotechnical Baseline Report.

#### **Deliverables:**

Deliverables for this Task will include:

- Five (5) hard copies of the 50% plans and specifications.
- Five (5) hard copies of the 90% plans and specifications.
- Five (5) hard copies of the Final signed and stamped plans and specifications.
- One electronic copy in original Microsoft Word format of each 50%, 90% and Final specifications.
- One electronic copy in PDF format of each 50%, 90%, and Final specifications.
- Original copy of all calculations, cost estimates and other documents.
- Original CAD files of the Final plans.

## **Task 4 – Permitting Assistance**

### **4.1 – Initial Permitting Review**

Carollo will review the existing documents and make a determination of the required permits. It is anticipated a Flood Control Permit is required for the Channel crossing. Carollo will prepare a memo to document permitting research.

### **4.2 – Provide Permitting Assistance to the District – *To be authorized at a later date***

Carollo will provide permitting assistance to the District for obtaining the Flood Control Permit crossing the Channel. An allowance is also included in this subtask to provide support to the District in permitting related discussions. It is assumed that a USACE permit is not required for the project. If additional support is required beyond the allowance included in this proposal a change in scope will be discussed with the District.

#### **Deliverables:**

Deliverables for this Task will include:

- Permitting Memo

## **Task 5 – Bid Phase Services – *To be authorized at a later date***

### **5.1 – Prepare Bid Documents**

Carollo will assist the District during the bidding phase by preparing the Bid Documents which will include the permits such as the Flood Control Encroachment Permit to cross under the Channel. The Bid Documents will be packaged together into a Bid Set for advertising for construction. The bid documents will include the front-end documents provided by the District, bid forms, technical project specifications, and final drawings.

### **5.2 – Conduct Pre-Bid Meeting and Site Walk**

Carollo will assist the District by conducting a Pre-Bid meeting with interested contractors, providing an agenda, a project background, highlighting the critical elements of the project, responding to bidder's questions, and attending a site walk. All questions will be recorded in the Minutes of the pre-bid meeting. Responses will be provided in writing and distributed to the attendees after the meeting.

### **5.3 – Prepare Bid RFI and Addendums**

Carollo will respond to two (2) bid Requests for Information (RFI) and two (2) Addendums in writing and distribute to the registered bidders.

### **5.4 – Prepare Conformed Drawings**

Carollo will prepare a Conformed set of drawings and Specifications based on any addendums issued during the bid period. Carollo will distribute the Conformed Set to the selected bidders and the District.

### **5.5 – Review and Evaluate Bids**

Carollo will assist the District in reviewing the bids received. The bid reviews will include reviewing the bidder's qualifications, ranking the bidders so that the District can select a contractor for the award of the bid to the most qualified bidder.

## **Task 6 – Engineering Services During Construction – *To be authorized at a later date***

Carollo will assist the District during the construction phase of the project. Below is a list of the anticipated tasks:

### **6.1 – Conduct a Construction Kick-Off Meeting**

Carollo will organize and attend a construction Kick-Off Meeting. Carollo will prepare the meeting agenda, provide the organizational requirements for submittals, RFIs, Request for Clarifications (RFC) and Change Order Requests. Written minutes of the Kick-Off meeting will be provided within three (3) days after the meeting.

### **6.2 – Submittal Reviews and Responses**

Carollo will review and provide responses up to fifteen (15) Submittals and resubmittals, including tracking the submittals from the contractor and responses back to the contractor. A copy of each submittal will also be provided to the District for review prior to distribution to the contractor.

### **6.3 – Prepare RFI Responses**

Carollo will provide responses up to ten (10) RFIs, including tracking the RFIs from the contractor and responses back to the contractor. A copy of each RFI will also be provided to the District for review prior to distribution to the contractor.

### **6.4 – Prepare Contract Change Orders**

Carollo will provide two (2) Contract Change Order (CCO) reviews, including reviewing the contractor's request for additional cost and schedule impacts. A copy of the CCO responses will be provided to the District for review and comment prior to distribution to the contractor.

#### 6.5 – Site Visits

Carollo will visit the site four (4) times during the course of the work. The site visits will be to review and monitor the progress of the work and respond to project questions as necessary. Each site visit will have a written record with the attendees identified, items discussed and recommended action if needed.

#### 6.6 – Prepare Punch List and Project Closeout

Carollo will attend a punch list meeting to review the final remaining construction items prior to completion of the project. A written, itemized punch list will be provided to the District for review and approval prior to distribution to the contractor. In addition to the punch list, the project close out documents will be identified and requested from the contractor such as red-line markups for the Record Drawings to be made during the course of the work, warranties, inspection reports, final payments request and permit approval sign-offs.

#### 6.7 – Prepare Record Drawings

Carollo will take the contractor prepared red-lines of the design drawings during the construction and prepare the As-built or record drawings. As-built drawings will update the Conformed Drawings based on the contractor provided mark-ups. The Record Drawings will be provided to the District.

#### Deliverables:

Deliverables for this project will include:

- Original Red-Line Set of contractor provided markups will be returned to the District.
- A scanned PDF Red-Line Set of contractor provided markups.
- One scanned electronic PDF copy of any warranty, catalog cuts and any red-line markups of the project specifications.
- Record Drawing CAD files.
- Electronic copy of the Record Drawings in PDF format.

#### **BUDGET ESTIMATE**

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Carollo's estimated budget for the tasks being authorized in this first phase is presented in **Attachment A**. Carollo proposes to perform phase 1 scope of services on a time and material and Not-To-Exceed Fee of **\$125,534**.

#### **ASSUMPTIONS**

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Carollo has identified the following items as a basis in preparing this amendment and fee estimate.

- The District will provide project background information, material, and direction for specific tasks.
- The District will provide their Standard Design Guidelines for sewer replacement
- An allocated budget of \$20,000 is included for a tunneling subconsultant to evaluate and assist in tunneling/methods selection.
- Hydraulic analysis is limited to the crossing only.
- Utility potholing and imaging is not included. Carollo will provide an estimated fee during the Preliminary Design Phase for District review and approval.
- Permitting is limited to identifying and assisting the District in obtaining the required permits. All permit fees will be paid by the District.
- Legal descriptions will not be included. A separate fee will be provided on request.
- Easement acquisition is not included.
- Our proposal does not include any structural, mechanical, electrical, and instrumentation plans. Carollo will provide a fee if needed during the final design phase.
- Pumping station design is not anticipated.

Mr. Joseph Glowitz, PE, General Manager  
Valley Sanitary District  
April 11, 2019

- Indio Water Authority's existing 10-inch water main replacement crossing the Coachella Storm Drain Channel is not included in our fee estimate.
- Construction inspections are not included.
- CEQA documentation is assumed to be a categorical exemption.

## SCHEDULE

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The schedule for performing the above tasks 1 through 4 (design) will take approximately eleven (11) months to complete. Task 5 (bidding) will take approximately two (2) months to complete. Task 6 (construction) will take approximately seven (7) months to complete. Refer to the proposed schedule shown below:

Notice to Proceed:	5/3/2019
Kick off Meeting	5/5/2019
PDR Submittal	8/9/2019
50% Design Submittal	11/16/2019
90% Design Submittal	3/13/2020
Final 100% Submittal	4/25/2020
Out to Bid:	6/27/2020
Notice to Proceed	9/19/2020
Construction Completion	4/20/2021
Completed As-Built Drawings	5/24/2021

**Note:** This schedule is preliminary and can be expedited depending on the level of permitting required.

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

Sincerely

**CAROLLO ENGINEERS, INC.**



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Juan Diaz-Carreras  
Principal-in-Charge



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Jerry Gantney  
Principal Engineer  
Project Manager

Attachment A: Cost Breakdown Schedule

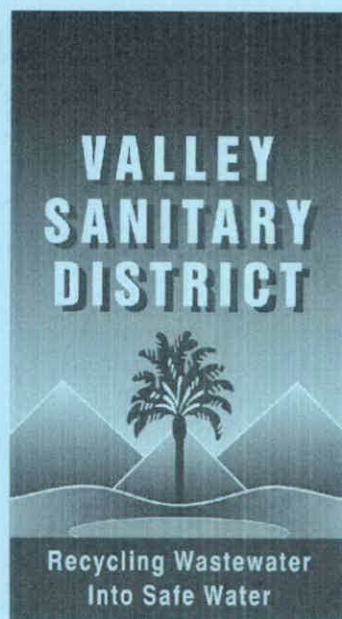
Attachment A  
Cost Breakdown Schedule

Task No.	TASK DESCRIPTION	Hourly Billing Rate								TOTAL HOURS	LABOR COST	OTHER DIRECT COSTS	PECE @ \$12.00 / Hr	SUBCONSULTANTS	TOTAL PROJECT FEE
		\$297	\$272	\$252	\$192	\$162	\$142	\$142	\$105						
		Project Director	Supervising Professional	Senior Professional	Lead Professional I	Professional	Assistant Professional	Technician	Administrator						
<b>TASK</b>															
<b>1.0</b>	<b>Project Oversight/ Management and QA/QC</b>	<b>11</b>	<b>24</b>	<b>42</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>116</b>	<b>\$ 26,214</b>	<b>\$ 2,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,614</b>
1.1	Kick-Off Meeting	4	4	4	4				1	17	\$ 4,157	\$ 200	\$ -		\$ 4,357
1.2	Progress Meetings (Assume 2)	3	4	10	8				2	27	\$ 6,245	\$ 1,000	\$ -		\$ 7,245
1.3	Project Management	2	8	20					12	42	\$ 9,070	\$ 1,000	\$ -		\$ 10,070
1.4	Technical Review and QA/QC	2	8	8	8				4	30	\$ 6,742	\$ 200	\$ -		\$ 6,942
<b>2.0</b>	<b>Prepare Preliminary Design Report (PDR)</b>	<b>22</b>	<b>16</b>	<b>56</b>	<b>48</b>	<b>76</b>	<b>80</b>	<b>32</b>	<b>12</b>	<b>342</b>	<b>\$ 63,690</b>	<b>\$ 1,700</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 85,390</b>
2.1	Review Existing Records and Drawings		4	8	8	8	16		2	46	\$ 8,418		\$ -		\$ 8,418
2.2	Attend Site Visits (Assume 2)			8	8	8			1	25	\$ 4,953	\$ 500	\$ -		\$ 5,453
2.3	Prepare 2 Trenchless Alternatives for Crossing Coachella Channel		4	16	8		24		1	53	\$ 10,169	\$ 200	\$ -	\$ 20,000	\$ 30,369
2.4	Prepare Preliminary Design Report (PDR)	2	8	24	24	60	40	32	8	198	\$ 34,210	\$ 1,000	\$ -		\$ 35,210
2.5	Prepare CEQA Documents	20								20	\$ 5,940	\$ -	\$ -		\$ 5,940
<b>3.0</b>	<b>Prepare Final Design - To be authorized at a later date</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
3.1	Prepare Topographic Survey									0	\$ -		\$ -		\$ -
3.2	Prepare Geotechnical Investigation Baseline Report									0	\$ -		\$ -		\$ -
3.3	Prepare 50% Design Plans and Cost Estimate Submittal (10 Drawings)									0	\$ -		\$ -		\$ -
3.4	Prepare 90% Design Plans, Specifications and Cost Estimate Submittal (15 Drawings)									0	\$ -		\$ -		\$ -
3.5	Prepare Final Design Plans, Specifications and Cost Estimate Submittal (15 Drawings)									0	\$ -		\$ -		\$ -
<b>4.0</b>	<b>Permitting Assistance</b>	<b>16</b>	<b>2</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>2</b>	<b>52</b>	<b>\$ 11,330</b>	<b>\$ 200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,530</b>
4.1	Initial Permitting Review	16	2	8	8		8	8	2	52	\$ 11,330	\$ 200	\$ -		\$ 11,530
4.2	Provide Permitting Assistance to the District - To be authorized at a later date									0	\$ -		\$ -		\$ -
<b>5.0</b>	<b>Bid Phase Services - To be authorized at a later date</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
5.1	Prepare Bid Documents									0	\$ -		\$ -		\$ -
5.2	Conduct Pre-Bid Meeting and Site Walk									0	\$ -		\$ -		\$ -
5.3	Prepare Bid RFIs (2) and Addendums (2)									0	\$ -		\$ -		\$ -
5.4	Prepare Conformed Drawings									0	\$ -		\$ -		\$ -
5.5	Review Bids and Prepare Recommended Award of Bid									0	\$ -		\$ -		\$ -
<b>6.0</b>	<b>Engineering Services During Construction - To be authorized at a later date</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
6.1	Conduct Kick-Off Meeting									0	\$ -		\$ -		\$ -
6.2	Prepare Submittal Review and Provide Responses (Assume 15 Submittals and Resubmittals)									0	\$ -		\$ -		\$ -
6.3	Prepare RFI Responses (Assume 10 RFIs)									0	\$ -		\$ -		\$ -
6.4	Prepare Contract Change Orders (Assume 2 COs)									0	\$ -		\$ -		\$ -
6.5	Site Visits (Assume 4 Site Visits)									0	\$ -		\$ -		\$ -
6.6	Prepare Punch List and Project Closeout									0	\$ -		\$ -		\$ -
6.7	Prepare Record Drawings									0	\$ -		\$ -		\$ -
<b>TOTAL TASKS (1-6)</b>		<b>49</b>	<b>42</b>	<b>106</b>	<b>76</b>	<b>76</b>	<b>88</b>	<b>40</b>	<b>33</b>	<b>510</b>	<b>\$ 101,234</b>	<b>\$ 4,300</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 125,534</b>

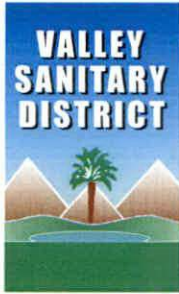


Agenda Item

3



Resolution to Adopt the 2018 Coachella  
Valley Integrated Regional Water  
Management Plan



Valley Sanitary District  
Board of Directors Meeting  
April 23, 2019

TO: Board of Directors  
FROM: Joseph Glowitz  
SUBJECT: Resolution to adopt the 2018 Coachella Valley Integrated Regional Water Management Plan.

<input checked="" type="checkbox"/> Board Action	<input type="checkbox"/> New expenditure request	<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 adopt Resolution 2019-1112 to adopt the 2018 Coachella Valley Integrated Regional Water Management Plan (2014 IRWMP).

**Background:**

Valley Sanitary District (VSD) has been a member of the Coachella Valley Regional Water Management Group (CVRWVG). By being a part of this group, VSD is being asked to pass a resolution adopting the 2018 IRWMP an update to the 2014 IRWMP. This is a requirement of the Department of Water Resources when applying for grant funding. This plan is very large to distribute electronically. A copy of the 2018 IRWMP can be found at the website at <http://www.cvrwmg.org/> under recent documents on the right-hand side. A copy will be provided at the Board Meeting for review.

**Fiscal Impact:**

None.

Submitted By: Ron Buchwald  
Ron Buchwald,  
District Engineer

Approved By: Joseph Glowitz  
Joseph Glowitz,  
General Manager

Attachments: Resolution 2019-1112. A Resolution adopting the 2019 Coachella Valley Integrated Regional Water Management Plan.

**RESOLUTION NO. 2019-1112**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT  
ADOPTING THE 2018 COACHELLA VALLEY INTEGRATED REGIONAL WATER  
MANAGEMENT PLAN**

**WHEREAS**, water resources planning in the Coachella Valley is of the utmost importance to sustain the area's residents, businesses, and agriculture in a desert climate; and

**WHEREAS**, the State of California encourages integrated water resource planning on a regional basis through Integrated Regional Water Management (IRWM) Plans and by conditioning certain existing and possibly future grant funding programs – including Proposition 1, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resources Code section 75001 et seq.) – to activities contained in the IRWM Plans; and

**WHEREAS**, the Coachella Valley Regional Water Management Group was formed as a collaboration of the six Coachella Valley public water and/or sewer agencies: City of Coachella/Coachella Water Authority, Coachella Valley Water District, Desert Water Agency, City of Indio/Indio Water Authority, Mission Springs Water District, and Valley Sanitary District; and

**WHEREAS**, the Coachella Valley Regional Water Management Group partners have committed through a Memorandum of Understanding to developing a Coachella Valley IRWM Plan that coordinates and shares information concerning water supply planning and projects; and

**WHEREAS**, the Coachella Valley stakeholders have worked collaboratively to identify water related issues and needs, establish regional goals and objectives, develop a project submittal and prioritization process, and provide recommendations on the projects and programs included in the Plan.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Valley Sanitary District adopts the 2018 Coachella Valley Integrated Regional Water Management Plan and is committed to continued development and implementation of the Plan, to help address the critical water related needs of the Coachella Valley; and

**BE IT FURTHER RESOLVED**, that we pledge to continue working to develop the planning and projects that address the long- and short-term solutions to the Coachella Valley's critical water needs, address our regional goals and objectives through the regional planning group as long as is beneficial for all parties; and

**BE IT FINALLY RESOLVED**, that the General Manager of Valley Sanitary District is authorized to execute any further documents necessary in support of the Coachella Valley Regional Water Management Group's grant application for Proposition 1 IRWM Grant Program.

**PASSED, APPROVED, and ADOPTED** this 23rd day of March 2019, by the following roll call vote:

AYES:

NAYES:

ABSENT:

ABSTAIN:

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Mike Duran, President

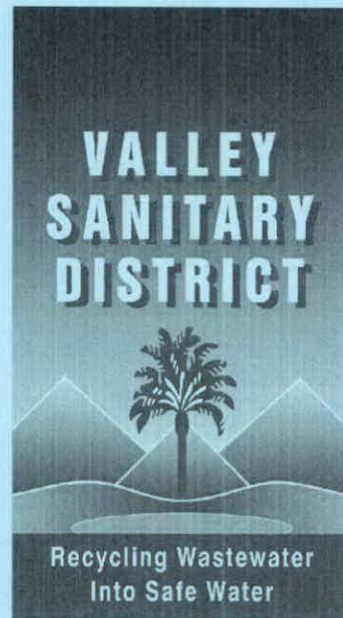
ATTEST:

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Dennis Coleman, Secretary

# Agenda Item

# 4



General Manager's Report

# **General Manager's Report**

## **April 16, 2019**

### **ADMINISTRATION & FINANCE**

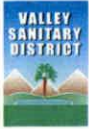
- Proposition 218 postcards have been received by customers. The Proposition 218 notice has been posted on the website in both English and Spanish. The District has received six (6) protest letters to date.
- Staff is moving forward with Caselle, Inc. to upgrade the permitting and accounting software.
- Staff is moving forward with Civic Plus to upgrade the District's website.
- Staff is moving forward with ACWA membership.

### **ENGINEERING & MAINTENANCE**

- The wrought iron secondary security fence project has been given the Notice to Proceed. Construction is under way. Expected completion date is May 2019.
- Staff is working on updating the Sewer System Management Plan (SSMP). This plan will need to be re-adopted by the Board by July 2019.
- Staff is cleaning and preparing Clarifier No. 1 for its warranty inspection on April 23, 2019.
- Field Vector crew is currently working in the area of Avenue 42 and Golf Center Drive.
- CCTV Inspection work is currently being conducted in the area of Calhoun Street and Avenue 42.

### **OPERATIONS**

- Staff replaced the gearbox and shaft assembly on bar screen #3 on April 17, 2019.
- Staff replaced the tail shaft and bearing on the Haus aerator in the north cell on April 18, 2019.
- Staff installed a new electrical cord for the gantry crane at the headworks on April 19, 2019.



## VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

16-Apr-19

Plan Check in Progress  
Inspection in Progress  
New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Accessory Dwelling Unit - 81069 Carefree Drive	81069 Carefree Drive	Plans submitted for accessory dwelling unit. Plans approved and returned to the City 3/5/19.	Waiting for owner to process permit paperwork.
Best Western breakfast room Reno	81909 Indio Blvd	Plans submitted for tenant TI, renovation of breakfast room. Plans approved and returned to the City 3/11/19.	Waiting for owner to process permit paperwork.
Bravo Commercial Building	46331 Commerce Street/Van Buren Street	Plans submitted for new building. Plans approved and returned to the City 5/10/17. Issued permit 3805 on 3/6/19.	Inspect work improvements as scheduled.
Burgerim Restaurant	44100 Jefferson Street, Ste 400/Fred Waring	Plans submitted for existing building TI. Plans approved and returned to the City 1/8/19.	Waiting for owner to process permit paperwork.
Burlington Building TI	42500 Jackson Street, Avenue 42	Plans submitted for TI of existing shell building. Plans 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. Plans approved and returned to the City 12/11/18. Issued permit 3808 on 3/11/19.	Inspect work improvements as scheduled.
Buzzbox	42625 Jackson Street #112	Plans submitted existing building TI. Completed 1st plan check and returned to the City 2/22/19.	Perform 2nd plan check upon plan resubmittal.
Chavez Tenant Improvement	45330 Jackson St / Civic Center	Plans submitted for TI of existing building. Demolition of interior walls and facilities. Completed 4th plan check and returned to the City 6/25/18. Issued permit 3755 on 7/9/18.	Inspect work improvements as scheduled.
Chevron/Circle K	42250 Jackson Street / Showcase Parkway	Plans submitted for new Valero gas station/Circle K. Plans approved and returned to the City 1/10/19.	Waiting for owner to process permit paperwork.
Citadel RV Storage-Phase 1	83667 Dr. Carreon Blvd/Calhoun Street	Plans submitted for construction of new RV storage facility. Completed 1st plan check and returned to the City 3/19/19.	Perform 2nd plan check upon plan resubmittal.
Clinica Medica Del Valle	45677 Oasis Street/Requa	Plans submitted for existing building TI. Plan approved and returned to the City 11/16/18.	Waiting for owner to process permit paperwork.
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. Issued permit 3801 on 1/30/19.	Inspect work improvements as scheduled.
DFC Tax Center TI	44100 Jefferson Street #E505	Plans submitted for TI of existing building. Plans approved and returned to the City 3/20/19.	Waiting for owner to process permit paperwork.
East County Detention Center - Phase 1 Demolition. Phase 2 - Detention Center Design and Construction	Hwy 111 & Oasis	Received demolition plans on 9/16/13. Returned to consultant. Received conformed set of demolition plans on 12/5/13. Jail Expansion plans have been reviewed for 2nd plan check and returned on 10/1/14. Completed 4th plan check 11/07/2014, Art requested VSD not send 4th plan check back until he coordinates with the civil engineer. Plan Check is complete. Permit Fees paid 7/13/15. Issued permit 3510 on 7/23/15. Project scheduled to be complete April 2019.	Inspect work improvements as scheduled.
El Destino Nightclub - TI	83085 Indio Boulevard/Civic Cnter Mall	Plans submitted for existing building TI 11/30/2015. Plans approved and returned to the City 3/22/16. Issued permit 3577 on 5/24/16. Issued permit 3596 on 8/3/16.	Inspect work improvements as scheduled.
EOS Fitness Gym	SWC of Spectrum Street & Avenue 42	Plans submitted for construction of new gym facility.	In queue.
Fiesta Delights TI	82900 Avenue42/Jackson Street	Plans submitted for TI of existing building. Plans approved and returned to the City 12/12/18.	Waiting for owner to process permit paperwork.
Five Below Retail Store TI	42350 Jackson Street	Plans submitted for TI. Completed 1st plan check and returned to the City 3/28/19.	Perform 2nd plan check upon plan resubmittal.
Fred Young (Villa Hermosa Apts)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. 6/11/15. 1st plan check returned to the City 12/30/15. Issued permit 3697 on 9/14/17.	Inspect work improvements as scheduled.
Gallery at Indian Springs	Jefferson St / Westward Ho Drive	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 1/10/18. Completed 2nd plan check and returned to the Engineer 1/25/18. Plans approved 1/31/18.	Inspect work improvements as scheduled.

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

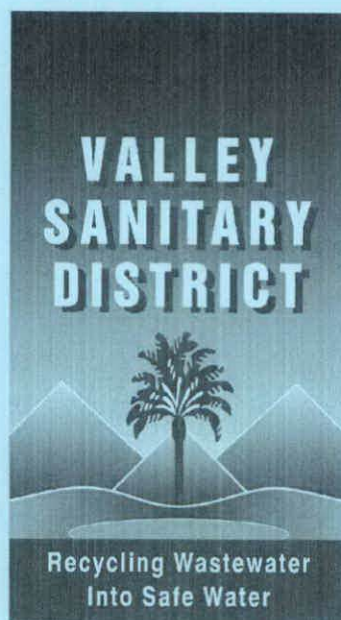
PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
North Outdoor Resorts - Casita Addition	80394 Avenue 48, Lot 308	Plans submitted for casita and shade structure with indoor kitchen and restroom. Plans approved and returned to the City 11/20/18. Issued permit 3796 on 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.
Sater's Apartment Complex / Avenue 44 Easement	Between Avenue 44 & Market St West of Jackson	VSD met with the Developer of an apartment complex and discussed sewer main connection options for the developer to tie into. Plans submitted for 6 building, 60 unit apartment complex. 3rd plan check returned to city 6/28/16. Plan approved and returned to the City 5/18/17. bonds and development agreement have been signed and recorded. Waiting for developer to finalize easement and permit project.	Waiting for owner to process permit paperwork.
Shadow Hills Plaza Ste F-102 TI	82900 Avenue 42/Jackson St	Plans submitted for existing building TI. Completed 1st plan check and returned to the City 6/15/18.	Perform 2nd plan check upon plan resubmittal.
Terra Lago Four Seasons Tract 32341-3	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Working on getting the development agreement recorded. Bonds have been submitted. Construction work is in progress. Warranty Bond 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 released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-7	North of Avenue 44 & East of Harrison	Civil plans submitted plan check. Plans approved and returned to the Engineer 7/11/17. Issued permit 3715 on 1/29/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-8	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 12/4/17.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-9	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18. Payment and Performance Bonds Released 1/10/2019. Maintenance Bond in place 1/3/19.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-10	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Plans approved and returned to the Engineer 4/3/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32341-11	North of Avenue 44 & East of Harrison	Civil plans submitted for plan check. Completed 1st plan check and returned to the Engineer 12/12/18. Plans Approved 1/23/19.	Waiting for owner to process permit paperwork.
Terra Lago Four Seasons Tract 32462	North of Avenue 44 & East of Harrison	19 Lot Residential Tract Development. Plans submitted for 1st plan check. 1/6/14 received 2nd submittal. 01/21/14 received 3rd submittal. Plans revised and resubmitted due to field issues. Warranty Bond Released 5/10/18.	Inspect work improvements as scheduled.
Terra Lago Four Seasons Tract 32462-2	North of Avenue 44 & East of Harrison	Plans approved from previous developer. Development agreement has been recorded. Bonds have been submitted. Construction work is in progress.	Inspect work improvements as scheduled.
The Daily Grind Coffee - TI	45810 Fargo Street/Hwy 111	Plans submitted for tenant TI. Plans approved and returned to the City 1/24/18. Issued permit 3737 on 3/9/18.	Inspect work improvements as scheduled.
Tower Market Gas Station	84417 Indio Blvd, Avenue 48	Plans submitted for gas station and convenience store. Plans approved and returned to the City 1/29/19. Issued permit 3803 on 2/4/19.	Inspect work improvements as scheduled.



PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
Tractor Supply TI	42625 Jackson Street #100	Plans submitted for TI of existing building. Plans approved and returned to the City 2/5/19.	Waiting for owner to process permit paperwork.
Ulta Beauty/Five Below Bldg	42300 Jackson Street/Avenue 42	Plans submitted for new building. Completed 1st plan check and returned to the City 2/8/19.	Perform 2nd plan check upon plan resubmittal.

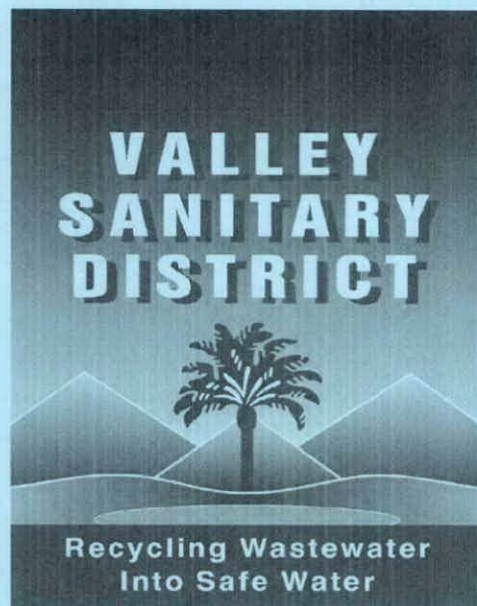
# Agenda Item

# 5



## **CLOSED SESSION**

The Board shall adjourn to Closed Session to discuss labor negotiations pursuant to Government Code 54957 –  
General Manager



## Informational Items

**Valley Sanitary District**  
**Combined Monthly Account Summary**  
 March 2019 (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	287,157	1,886,753	2,496,500	76 %	609,747
Callout	6,412	10,344	7,000	148 %	(3,344)
Group dental/vision	1,702	15,947	26,100	61 %	10,153
Group disability	1,033	9,164	12,300	75 %	3,136
Group health	31,050	288,076	433,600	66 %	145,524
Group life	475	4,203	5,900	71 %	1,697
Longevity	4,246	26,492	35,200	75 %	8,708
Overtime	1,449	25,280	15,500	163 %	(9,780)
Payroll taxes	22,507	142,713	195,600	73 %	52,887
Retirement	27,216	179,167	272,000	66 %	92,833
Standby	3,980	26,758	35,000	76 %	8,242
Workers comp	3,877	33,874	48,800	69 %	14,926
Certifications	(10)	2,495	8,100	31 %	5,605
Chemicals	30,131	240,343	366,030	66 %	125,687
Clothing/Safety	2,948	22,837	38,400	59 %	15,563
Comprehensive insurance	0	293,286	295,000	99 %	1,714
Contract services	55,089	300,796	550,085	55 %	249,289
County charges	121	17,574	22,000	80 %	4,426
Directors' fees	5,500	26,750	36,500	73 %	9,750
Electricity	33,269	361,526	509,300	71 %	147,774
Gas/Oil	2,857	26,508	52,000	51 %	25,492
Memberships/Subscriptions	564	28,651	37,385	77 %	8,734
Natural gas	882	3,952	4,000	99 %	48
Office expense	3,252	12,845	16,000	80 %	3,155
Operating supplies	8,772	86,841	153,100	57 %	66,259
Other expenses	2,693	16,852	30,000	56 %	13,148
Permits & fees	0	72,674	81,950	89 %	9,276
Pretreatment	0	0	1,000	0 %	1,000
Professional/Legal	32,822	166,455	404,840	41 %	238,385
Publications	358	1,177	4,500	26 %	3,323
Repairs/Maintenance	21,843	458,573	567,600	81 %	109,027
Research & monitoring	10,728	33,344	89,300	37 %	55,957
Small tools	110	10,654	17,750	60 %	7,096
Telephone	1,402	13,555	19,500	70 %	5,945
Trash collection	2,275	21,204	35,000	61 %	13,796
Travel/Mtgs/Ed	1,637	29,902	74,000	40 %	44,098
Water	1,222	11,900	27,500	43 %	15,600
<b>Total Expenses</b>	<b>609,569</b>	<b>4,909,463</b>	<b>7,024,340</b>	<b>70 %</b>	<b>2,114,877</b>

*AK*  
*JP*

**Valley Sanitary District**  
**Combined Monthly Account Summary**  
 March 2019 (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	135,491	320,964	400,000	80 %	79,036
Capital Replacement Fund 12	7,972	545,220	2,657,020	21 %	2,111,800
Capital Improvement Fund 13	0	0	211,240	0 %	211,240
<b>Total Capital Expenses</b>	<b>143,462</b>	<b>866,184</b>	<b>3,268,260</b>	<b>27 %</b>	<b>2,402,076</b>

*Handwritten initials/signature*

# Valley Sanitary District

## Monthly Income Summary

March 2019 (UNAUDITED)

		<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
<b>Revenues</b>						
11-4120000-0	Sewer Service Chgs-Current	\$7,618	\$10,623,277	\$11,005,080	97 %	\$381,803
11-4130000-0	Sewer Service Chgs-Prior	\$0	\$37	\$0	0 %	(\$37)
11-4140000-0	Sewer Service Chgs-Penalties	\$0	\$0	\$1,000	0 %	\$1,000
11-4210000-0	Permit & Inspection Fees	\$1,330	\$22,400	\$10,000	224 %	(\$12,400)
11-4260000-0	Saddles/Disconnect Fees	\$0	\$160	\$0	0 %	(\$160)
11-4270000-0	Plan Check Fees	\$1,200	\$8,500	\$10,000	85 %	\$1,500
11-4285000-0	Other Services	\$0	\$0	\$1,800	0 %	\$1,800
11-4310000-0	Sale of Surplus Property	\$0	\$1,916	\$0	0 %	(\$1,916)
11-4430000-0	Taxes - Current Secured	\$0	\$460,361	\$700,000	66 %	\$239,639
11-4440000-0	Taxes - Current Unsecured	\$0	\$23,010	\$21,000	110 %	(\$2,010)
11-4450000-0	Taxes - Prior Secured	\$0	\$4,215	\$6,000	70 %	\$1,785
11-4465000-0	Taxes - Penalties	\$0	\$0	\$1,500	0 %	\$1,500
11-4470000-0	Supple Prop. Taxes - Current	\$2,120	\$2,120	\$7,000	30 %	\$4,880
11-4480000-0	Supple Prop. Taxes - Prior	\$0	\$0	\$3,200	0 %	\$3,200
11-4500000-0	Homeowners Tax Relief	\$0	\$2,936	\$6,000	49 %	\$3,064
11-4510000-0	Interest Income	\$0	\$214,873	\$140,000	153 %	(\$74,873)
11-4574000-0	Non-Operating Revenues - Fnd 11	\$0	\$891	\$500	178 %	(\$391)
12-4510000-0	Interest Income	\$0	\$267,866	\$0	0 %	(\$267,866)
13-4200000-0	Connection Fees	\$25,590	\$940,475	\$895,650	105 %	(\$44,825)
13-4510000-0	Interest Income	\$0	\$63,060	\$55,000	115 %	(\$8,060)
<b>Total Revenues</b>		<b>\$37,858</b>	<b>\$12,636,097</b>	<b>\$12,863,730</b>	<b>98 %</b>	<b>\$227,633</b>