



Tuesday, November 7, 2023 at 1:00 PM  
Valley Sanitary District Board Room  
45500 Van Buren St., Indio, CA 92201

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**BUDGET & FINANCE  
COMMITTEE MEETING  
AGENDA**

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

Zoom link: <https://us06web.zoom.us/j/88992379636>

Meeting ID: 889 9237 9636

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

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

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

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. DISCUSSION / ACTION ITEMS
- 5.1 [APPROVE MINUTES FOR THE SEPTEMBER 5, 2023, BUDGET & FINANCE COMMITTEE MEETING](#)

Recommendation: Approve

5.2 **INFORMATION REGARDING PROGRESS OF THE FISCAL YEAR 2022/23 ANNUAL AUDIT**

Recommendation: Review

5.3 **REVIEW AND DISCUSS VIDEO AND TALKING POINTS TO BE PRESENTED AT THE CITY OF INDIO'S STATE OF THE CITY EVENT**

Recommendation: Discussion

**6. ADJOURNMENT**

*POSTED November 2, 2023*

*Holly Gould*

*Clerk of the Board*

*Valley Sanitary District*

**PUBLIC NOTICE**

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



**Valley Sanitary District**

**DATE:** November 7, 2023  
**TO:** Budget & Finance Committee  
**FROM:** Jeanette Juarez, Chief Administration Officer  
**SUBJECT:** APPROVE MINUTES FOR THE SEPTEMBER 5, 2023, BUDGET & FINANCE COMMITTEE MEETING

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**Suggested Action**

Approve

**Strategic Plan Compliance**

GOAL 6: Improve Planning, Administration and Governance

**Fiscal Impact**

There is no fiscal impact.

**Environmental Review**

This does not qualify as a project for the purposes of CEQA.

**Background**

The minutes from the September 5, 2023, Budget & Finance Committee meeting are presented for review and approval.

**Recommendation**

Approve the minutes from the September 5, 2023, Budget & Finance Committee meeting.

**Attachments**

[5 Sep 2023 Meeting Minutes.edited.doc](#)

**VALLEY SANITARY DISTRICT  
BUDGET & FINANCE COMMITTEE MEETING MINUTES  
September 5, 2023**

A regular meeting of the Valley Sanitary District (VSD) Budget & Finance Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, September 5, 2023.

**1. CALL TO ORDER**

Chairperson Debra Canero called the meeting to order at 1:00 p.m.

**2. ROLL CALL**

Directors Present:

Chairperson Debra Canero

Committee Member Scott Sear

Staff Present:

Jason Dafforn, General Manager; Jeanette Juarez, Chief Administrative Officer; and Holly Gould, Clerk of the Board

**3. PLEDGE OF ALLEGIANCE**

**4. PUBLIC COMMENT**

*The public comment on any item not appearing on the agenda. Please notify the Secretary before the meeting if you wish to speak on a non-hearing item.*

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None.

**5. DISCUSSION / ACTION ITEMS**

**5.1 Approve Minutes for January 3, 2023, and May 2, 2023, Budget & Finance Committee**

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Committee Member Sear motioned to approve the minutes of the January 3, 2023, and May 2, 2023, Budget & Finance Committee Meeting. Chairperson Canero seconded the motion. The motion carried unanimously.

**5.2 Discussion of Payoff Options for the CalPERS Unfunded Accrued Liability**

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Jeanette Juarez, Chief Administrative Officer, explained to the committee that the Unfunded Accrued Liability (UAL) is the difference between the accrued pension liability and the market value of assets within a pension plan; the shortfall between what an agency should have and what it has in its pension plan. Due to a significant investment loss in 2021/2022, the District's UAL projected balance is \$2,126,554. The interest rate is estimated at 7.389%. The CalPERS actuary, Kurt Schnieder, provided some potential repayment options for the Board of Directors to consider. The options include a 30-year, 15-year, 5-year, and 1-year UAL payoff. After

reviewing the four alternatives, the committee recommended Staff bring the 5-year option to the full board as an action item. The UAL is included in the Fiscal Year 2023/24 budget. There was a short discussion on short-term investments.

### 5.3 Update on the Audit for the year Ending June 30, 2023

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Jeanette Juarez, Chief Administrative Officer, gave an update on the Fiscal Year 2023 audit. She stated that the auditors completed their onsite fieldwork on August 28 and are now preparing financials. The audit has gone very smoothly, and the auditors are preparing for their exit interview.

## 6. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 1:29 p.m. The next regular committee meeting will be on November 7, 2023.

Respectfully submitted,  
Holly Gould, Clerk of the Board  
Valley Sanitary District



## Valley Sanitary District

**DATE:** November 7, 2023  
**TO:** Budget & Finance Committee  
**FROM:** Jeanette Juarez, Chief Administrative Officer  
**SUBJECT:** INFORMATION REGARDING PROGRESS OF THE FISCAL YEAR  
2022/23 ANNUAL AUDIT

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### **Suggested Action**

Review

### **Strategic Plan Compliance**

GOAL 6: Improve Planning, Administration and Governance

### **Fiscal Impact**

There is no fiscal impact from this report.

### **Environmental Review**

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

### **Background**

All special districts are required to file annual audits with the County Auditor and the State Controller within nine (9) months of the end of the fiscal year or years under examination. The State Controller's Office provides written information regarding the audit requirements for special districts.

The year-end audit is scheduled to be submitted to the Board of Directors for review and acceptance by December 12, 2023.

**Recommendation**

Staff recommends that the Budget and Finance committee receive and file this report as information.



**Valley Sanitary District**

**DATE:** November 7, 2023  
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**SUBJECT:** REVIEW AND DISCUSS VIDEO AND TALKING POINTS TO BE PRESENTED AT THE CITY OF INDIO'S STATE OF THE CITY EVENT

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**Suggested Action**  
Discussion

**Strategic Plan Compliance**  
GOAL 4: Increase Community Understanding and Support

**Fiscal Impact**

There is no fiscal impact from this report.

**Environmental Review**

This item does not qualify as a project as defined by the California Environmental Quality Act (CEQA).

**Background**

On October 24, 2023, the District awarded Ardurra Group, Inc. a contract for social media and public relations services. Their first task is to develop a two-minute video overview of the Valley Sanitary District that includes a teaser for the District's 100 Year celebration and talking points for the Board President to present at the City of Indio's State of the City event.

Staff requests that the Budget and Finance Committee review and provide feedback on the video and talking points.



**Recommendation**

Request for comment and direction from the Budget and Finance committee.