



Tuesday, March 28, 2023 at 1:00 PM
Valley Sanitary District Board Room
45500 Van Buren Street, Indio, CA 92201

**BOARD OF DIRECTORS
REGULAR SESSION
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/83084859904>

Meeting ID: 830 8485 9904

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

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

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

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT
5. CONSENT CALENDAR

Consent calendar items are expected to be routine and noncontroversial, to be acted upon by the

Board of Directors at one time, without discussion. If any Board member requests that an item be removed from the consent calendar, it will be removed so that it may be acted upon separately.

5.1 [Approve Minutes of March 1, 2023, Special Meeting and March 14, 2023, Regular Board Meeting](#)
Recommendation: Approve

5.2 [Approve Warrants for March 28, 2023](#)
Recommendation: Approve

5.3 [Monthly Revenue & Expense Report for the Period Ending February 28, 2023](#)
Recommendation: Approve

5.4 [Receive and File Credit Card Report for February 28, 2023.](#)
Recommendation: Receive and File

5.5 [Disposition of Laboratory Equipment & Supplies](#)
Recommendation: Approval for disposition

6. NON-HEARING ITEMS

6.1 [Presentation by Coachella Valley History Museum](#)
Recommendation: Discuss

6.2 [Update on Wastewater Epidemiology-Based \(WBE\) Surveillance](#)
Recommendation: Discuss

6.3 [Approve Additional Funds to be Applied to Blanket Purchase Orders for Single Contract Laboratory Vendors](#)
Recommendation: Approve

6.4 [Authorize the Interim General Manager to Submit a Revised Invoice for Sewer Service Fees to the Forager Project, LLC for the Month of December 2022 Based on the Average Annual Equivalent Dwelling Unit \(EDU\) equation.](#)
Recommendation: Action

6.5 [Discuss Proposition 218 Notice and Additional Opportunities to Educate Ratepayers of Proposed Rate Changes](#)
Recommendation: Discuss

6.6 [Nominate a Representative from VSD to the CSDA Board of Directors - Seat C Southern Network](#)
Recommendation: Approve

6.7 [Discussion of Proposed Letter to Indian Palms Residents Regarding Proposed Rate Increase For Sewer Services and Provide Direction To Staff](#)
Recommendation: Discussion

7. GENERAL MANAGER'S REPORT

8. COMMITTEE REPORTS

8.1 [Draft Minutes of the Community Engagement Meeting - March 21, 2023](#)

Recommendation: Discuss

9. DIRECTOR'S ITEMS

10. INFORMATIONAL ITEMS

11. PUBLIC COMMENT

This is the time set aside for public comment on any item to be discussed in Closed Session. Please notify the Secretary at the beginning of the meeting if you wish to speak on a Closed Session item.

12. CONVENE IN CLOSED SESSION

12.1 Public Employment Recruitment Pursuant to Government Code Section 54957 Title: General Manager

13. CONVENE IN OPEN SESSION

14. ADJOURNMENT

POSTED March 23, 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: March 28, 2023
TO: Board of Directors
FROM: Holly Gould, Clerk of the Board
SUBJECT: Approve Minutes of March 1, 2023, Special Meeting and March 14, 2023, Regular Board Meeting

Suggested Action

Approve

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

None

Environmental Review

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

Background

The meeting minutes for the Board of Directors Special Meeting held March 1, 2023, and Board of Directors Regular Meeting held March 14, 2023.

Recommendation

Approve

Attachments

[01 Mar 2023 Special Meeting Minutes.docx](#)

[14 Mar 2023 Meeting Minutes.edited.docx](#)

VALLEY SANITARY DISTRICT
MINUTES OF SPECIAL BOARD MEETING
March 1, 2023

A special Board Meeting of the Governing Board of Valley Sanitary District was at 2205 Rayburn Building, Washington D.C. 20515, and 112 Hart Senate Office Building, Washington D.C. 20510, on Wednesday, March 1, 2023 at 12:00 p.m. PST.

1. CALL TO ORDER

2. ROLL CALL

Directors Present:

Debra Canero, Scott Sear, and Jacky Barnum

3. NON-HEARING ITEMS

3.1 Meeting with Congressman Ken Calvert
2205 Rayburn Building, Washington D.C.
12:00 p.m. PST

3.2 Meeting with Senator Alex Padilla
112 Hart Senate Office Building, Washington D.C.
1:45 p.m. PST

The Directors met with Representatives from Congressman Ken Calvert's and Senator Alex Padilla's office and to discuss key issues identified by the California Association of Sanitary Agencies (CASA).

4. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:30 p.m. PST. The next regular board meeting will be held March 14, 2023.

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

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

March 14, 2023

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, March 14, 2023, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Jacky Barnum, Debra Canero, Mike Duran, Scott Sear, William Teague

Staff Present:

Ron Buchwald, Holly Gould, Jeanette Juarez, Dave Commons, Steve Shepard, Tino Tijerina, James Mills, Octavio Briones, Victoria Nelson, and Craig Hayes, Best Best & Krieger

Guests Present:

Reymundo Trejo, Indio Water Authority

Alice Bou, NBS

Allan Highstreet, NBS

3. PLEDGE OF ALLEGIANCE

4. EMPLOYEE ANNIVERSARIES – FEBRUARY

- Steve Shepard, Development Services Supervisor – 27 years

The Board thanked Steve for his years of service and dedication to the District.

5. NEW EMPLOYEE INTRODUCTIONS

- Octavio Briones, Maintenance Technician
- Victoria Nelson, Wastewater Operator

The Board of Directors welcomed Octavio and Victoria to the District.

6. PUBLIC COMMENT

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

None.

7. CONSENT CALENDAR

- 7.1 Approve Board Meeting Minutes of February 14, 2023, Regular Meeting, February 23, 2023, Special Meeting, and March 7, 2023, Special Meeting
 - 7.2 Approve Warrants for March 14, 2023
 - 7.3 Receive and File Credit Card Report for January 31, 2023
 - 7.4 Quarterly Investment Report for the Period Ending September 30, 2022
 - 7.5 Monthly Revenue & Expense Report for the Period Ending January 31, 2023
-

ACTION TAKEN:

MOTION: Director Teague motioned to approve the consent calendar as presented. Secretary/Treasurer Sear seconded the motion. Motion carried by the following roll call vote:
AYES: Barnum, Canero, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2023-3278

8. NON-HEARING ITEMS

- 8.1 Presentation by Coachella Valley History Museum
-

Ron Buchwald will contact Gloria Franz of the Coachella Valley History Museum to arrange a presentation for the next meeting.

- 8.2 Approve the Proposed Sewer Service Rate Increase and Direct Staff to Mail Public Hearing Notice as Required by Proposition 218
-

At the October 25, 2022, meeting, the Board authorized the General Manager to execute a contract with NBS to perform a Comprehensive Wastewater Rate Study. As part of the study, NBS was tasked to create a financial plan that includes all revenue sources, expenditures, reserves, capital improvement costs, repair and replacement costs, and net revenue requirements. NBS prepared a financial plan presentation that addresses three key issues; develop net revenue requirements from Fiscal Year 2022-23 to Fiscal Year 2041-42, establish and maintain reserve funds and targets, and fund the Capital Improvement Program (CIP). To meet all three targets, NBS developed three Financial Plan Alternatives for District staff and the Board of Director to consider; Alternative 1, full funding of CIP with no debt; alternative 2, full funding of CIP entering into \$57 million in debt, and Alternative 3 full funding

of CIP entering into \$114 million debt. Alice Bou of NBS presented three bill comparisons that coincide with the three alternatives. Ron Buchwald, District Engineer, went over the CIP in detail. The Board stated the importance of public engagement and outreach relating to a rate increase. Staff explained why the District has to adopt a 5-year rate adjustment as opposed to a single year. Staff recommends Alternative 3, the most conservative increase to ratepayers.

ACTION TAKEN:

MOTION: Director Teague motioned to approve Financial Plan Alternative 3 – Full CIP with \$114 Million Debt. Director Barnum seconded the motion. Motioned carried by the following roll call vote:

AYES: Barnum, Canero, Sear, Teague

NOES: Duran

MINUTE ORDER NO. 2023-3279

8.3 Authorize an Employment Agreement Between Valley Sanitary District and Ron Buchwald, District Engineer, to Perform Duties as Interim General Manager, Establish Interim General Manager Compensation, and Adopt Resolution 2023-1175, Amending the Bi-Weekly Wage Schedule Effective March 17, 2023, and Rescinding Resolution 2022-1170

At its February 14, 2023, meeting, the Board of Directors appointed Ron Buchwald, District Engineer, to the position of Interim General Manager, effective March 17, 2023. Per District Policy 3.9.7. Special Assignment (Acting) Compensation: The Board must provide written approval of special assignment compensation. California Government Code (CGC) Section 54956 mandates that the legislative body adopt the salaries, salary schedule, or compensation (including fringe benefits) paid to the local agency executive at a regular meeting. CGC Section 20480 states that special compensation, which includes acting pay and the hours paid in an acting assignment, must be tracked and reported to CalPERS after being duly adopted by the Valley Sanitary District governing board. California Code of Regulations Section 571 outlines the process for approving and reporting special compensation to CalPERS.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING EMPLOYEE WAGES & BENEFITS EFFECTIVE MARCH 17, 2023, AND RESCINDING RESOLUTION 2022-1170”

ACTION TAKEN:

MOTION: Director Teague motioned to authorize an employment agreement between Valley Sanitary District and Ron Buchwald, District Engineer, to perform duties as Interim General Manager, establish the Interim General Manager compensation, and adopt a resolution amending the Bi-Weekly Wage Schedule effective March 17, 2023, and rescinding Resolution 2022-1170. Secretary/Treasurer Sear seconded the motion. Motioned carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None
RESOLUTION NO. 2023-1175

- 8.4 Award Contract for the Steel Water Line Replacement Project – Phase 2 at the Activated Sludge Plant to the Van Dyke Corporation and Authorized the Interim General Manager to Execute the Contract

Phase 1 of the Steel Water Line Replacement Project, which was to replace the steel water main, was completed by the Van Dyke Corporation in June of 2022, with Dudek providing the project design and bidding assistance. Phase 2 of this project will address the leaking fittings, piping, and valves that deliver water to froth sprayers in each of the four basins. Dudek was awarded the contract for project design and bidding assistance for this second phase due to their familiarity with the project during Phase 1. The District published a Request for Bids on January 24, 2023, with a bid opening date of March 1, 2023. The District received three sealed bids with prices ranging from \$390,000 to \$488,000. The Van Dyke Corporation (Van Dyke) was the apparent lowest responsible bidder. Staff from both Dudek and VSD reviewed the bids for conformance with Bidding requirements and determined that Van Dyke met all the requirements. All the bids exceeded the engineer's estimate of \$271,000. The increase in the mobilization/demobilization of this project after completing work in each basin was the main driver of this project coming in over the engineer's estimate.

ACTION TAKEN:

MOTION:

Vice President Duran motioned to award a contract for the Steel Water Line Replacement Project - Phase 2 at the Activated Sludge Plant to the Van Dyke Corporation and authorize the Interim General Manager to execute a construction contract not to exceed \$429,000, which includes a 10% contingency to cover any unforeseen costs. Director Barnum seconded the motion. Motioned carried by the following roll call vote:

AYES: Barnum, Canero, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2023-3280

- 8.5 Select One Candidate from the Eastern Region and One from the Western Region for the Riverside Local Agency Formation Commission Board and Authorize the Board President to Cast a Ballot on Behalf of the District

ACTION TAKEN:

MOTION:

Vice President Duran motioned to rank the Western Region candidates as 1. Castulo Estrada, 2. Kimberly Barraza, 3. Bruce Underwood, seconded by Secretary/Treasurer Sear and Secretary/Treasurer Sear, motioned to rank the Western Region candidates as 1. Carol Gonzales-Brady, seconded by Director Teague. Motions carried by the following vote:

AYES: Barnum, Duran, Canero, Sear, Teague

NOES: None
MINUTE ORDER NO. 2023-3281

- 8.6 Approve a Vendor for Photography Services and Authorize the Interim General Manager to Negotiate a Contract for Photography Services

Due to a change in the Board of Directors, it is necessary to update the group photo and individual headshot for the Board.

ACTION TAKEN:

MOTION: Secretary/Treasurer Sear motioned to select Erick Schwabel, Schwabel Studios, for \$2,405. Director Teague seconded the motion. Motion carried by the following vote:

AYES: Barnum, Canero, Sear, Teague

NOES: Duran

MINUTE ORDER NO. 2023-3282

9. GENERAL MANAGER'S ITEMS

- 9.1 Receive Monthly General Manager Report – February 2023

Ron Buchwald, District Engineer, gave an update on projects for February 2023.

10. COMMITTEE REPORTS

- 10.1 Draft Minutes of the East Valley Reclamation Authority Meeting – February 21, 2023

Ron Buchwald, District Engineer, and Director Teague gave a brief overview of the East Valley Reclamation Authority meeting held on February 21, 2023. The Authority elected officers for 2023 and discussed the audited financial statement for 2021-22 and the mid-year budget review for 2022-23. They also reviewed the final geophysical survey by Geoscience, the Hydrological Evaluation and Preliminary Injection Well Modeling Report Prepared by Todd Groundwater, and the Draft Recycled Water Feasibility Study Presentation.

11. DIRECTOR'S ITEMS

President Canero, Secretary/Treasurer Sear, and Director Barnum gave an overview of the CASA DC Policy Forum they attended in Washington, D.C. Innovative Federal Strategies was able to set up meetings with Senator Feinstein's office, Senator Padilla's office, and Congressman Calvert's office. Vice President Duran informed the Board of the Annual Senior Inspiration Awards on March 30, 2023. Secretary/Treasurer Sear informed the Board of the grand opening of Congressman Calvert's Palm Desert office on March 20, 2023. Secretary/Treasurer Sear thanked Reymundo Trejo, IWA General

Manager, for his show of support for Ron Buchwald. Director Teague shared a letter he composed to the residents of Indian Palms Country Club in anticipation of the sewer rate increase.

12. INFORMATIONAL ITEMS

None.

13. PUBLIC COMMENT

Please notify the Clerk of the Board before the meeting if you wish to speak on an item to be discussed in Closed Session.

None.

President Canero called for a short recess at 2:57 p.m. The Board of Directors reconvened at 3:05 p.m. Roll call was taken. Directors Barnum, Canero, Duran, Sear, and Teague were present.

14. CONVENE IN CLOSED SESSION

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

- 14.1 Public Employment Recruitment Pursuant to Government Code Section 54957
Title: General Manager
-

The Board adjourned to Closed Session at 3:05 p.m.

14. CONVENE IN OPEN SESSION

Report out on Closed Session items

The Board reconvened in open session at 3:30 p.m. President Canero stated there was nothing to report.

15. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:31 p.m. The next regular Board meeting will be on March 28, 2023.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: Approve Warrants for March 28, 2023

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

The total charges incurred for the warrants from March 6, 2023, through March 20, 2023, are \$874,488.19.

Environmental Review

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

Background

The attached warrants list shows all disbursements from March 6, 2023, through March 20, 2023.

Recommendation

Staff recommends that the Board of Directors approve the warrants for March 28, 2023.

Attachments

[Warrants for March 28, 2023.pdf](#)

DISBURSEMENTS
Approved at the Board Meeting of
March 28, 2023

41360 Carollo Engineering, Inc	Consulting RWMP - Feb 2023	\$33,376.33
41361 Cintas Corp	Uniforms, mats, towels, etc - 3/2/2023	\$469.85
41362 Core & Main LP	6 blind flange, gasket	\$223.72
41363 Debra Canero	CASA DC Forum travel reimbursement 2023	\$257.96
41364 Desert Fire Extinguisher Co., Inc.	Fire sprinkler system hydrant inspection 5 Year	\$680.00
41365 DKF Solutions Group, LLC	Heavy equipment training	\$380.00
41366 Downing Construction, Inc	IPS rehab project - Feb 2023 Payment #16	\$352,724.47
41367 Eisenhower Occupational Health	Pre employment screening - O. Briones	\$190.00
41368 Engineering Solutions Services, Inc	Grant writing RWP - August 2022	\$10,623.75
41369 Flo-Systems Inc.	Scum sump pumps x2	\$67,932.80
41370 Haaker Equipment Company	Rodder pump replacement on VA 2110	\$14,345.27
41371 IDEXX Distribution, Inc.	Coliform and e. coli	\$324.41
41372 Jacky Barnum	CASA DC Forum travel reimbursement 2023	\$243.51
41373 Kaman Industrial Technologies	Radial ball bearing	\$29.35
41374 Kirk Pierce	Refund of Sewer Service Billing	\$902.00
41375 Leighton Consulting, Inc	Progress billing plant upgrades ph 1 - Jan 2023	\$9,839.60
41376 Plumbers Depot Inc.	Cues pin, cues screw set, allen wrench	\$91.25
41377 Rauch Communication Consultants, Inc.	Strategic planning workshop 12/1/2022-01/31/2023	\$7,712.30
41378 Scott Sear	CASA DC Forum travel reimbursement 2023	\$243.51
41379 Smith Pipe & Supply Inc.	Pipe wrap tape	\$31.56
41380 Underground Service Alert	Dig alerts - March 2023	\$214.75
41380 Underground Service Alert	Board fee - March 2023	\$58.38
41381 United Way of the Desert	PR 02/17/2023 - 03/02/2023 PD 03/10/2023	\$20.00
41382 Desert Recreation Foundation	Head Pin Sponsor 2023 Bowling Tournament DRF	\$2,500.00
41383 Caltest Analytical Laboratory	Monthly samples	\$2,122.30
41384 CellGate	Monthly service fee - March 2023	\$314.00
41385 Cintas Corp	First aid replenishment - 03/13/2023	\$375.13
41385 Cintas Corp	Uniforms, mats, towels, etc - 3/9/2023	\$466.68
41386 Coachella Valley History Museum	Year 2 of 3 annual outreach, space fee - 3/1/2023-2/28/2024	\$30,000.00
41387 Consolidated Electrical Distributors, Inc.	LED vapor light fixture, bolt, connector, liq lite	\$1,296.31
41388 CWEA/CORBS	CORBS/CWEA Sponsorship & Dinner for 12 Employees - Apr 2023	\$1,540.00
41389 Debra Canero	Baggage fee reimbursement - CASA DC Forum 2023	\$70.00
41390 Desert Arc	Spray 8 olive trees	\$960.00
41390 Desert Arc	Janitorial - Feb 2023	\$3,500.36
41390 Desert Arc	Landscape - March 2023	\$840.00
41391 Desert Fire Extinguisher Co., Inc.	Sprinkler inspection repair - 03/08/2023	\$1,648.50
41392 Dudek & Associates, Inc.	Plant watermain ph 2 - 01/28/2023-02/24/2023	\$6,385.77
41393 Environmental Resource Associates	578 - Demand	\$184.55
41394 Golden Bell Products, Inc.	Roach spraying manholes southside 1,508 - 3/3/2023	\$38,665.12
41395 Granicus, LLC	Encoding appliance - WOWZA clearcaster BETA	\$3,333.13
41396 Harris & Associates	PADM for coll sys ph 4 - Feb 2023	\$15,391.00
41397 Jacky Barnum	Baggage fee reimbursement - CASA DC Forum	\$160.00
41398 Lawson Products, Inc.	Locknuts, washers, elbows, screws, grease gun, clamps	\$1,855.25
41399 McMaster-Carr Supply Co.	Thick wall plastic pipe	\$207.30
41400 Mobile Modular Management Corp	Office trailer rental - 03/08/2023-04/06/2023	\$655.15
41401 NBS Government Finance Group	Sewer rate and capacity fee study - Feb 2023	\$16,808.75
41401 NBS Government Finance Group	Sewer service admin charges - QTR 2 4/1/2023-6/30/2023	\$4,375.00
41402 Swains Electric Motor Service	Rebuilt motor for bar screen	\$1,097.22
41403 Tops 'N Barricades Inc.	Carsonite post blue, white ost, red class delph	\$708.62
41404 Univar Solutions	Hypo delivery - 3/7/2023	\$12,918.95
41405 USA Blue Book	TNT+, hack nitrate, ammonia reagent	\$1,214.20
41406 Valley Office Equipment, Inc	Contrase base rate and overages - 02/13/2023-03/12/2023	\$105.01
41407 Western Water Works	MJ cap	\$110.71
41407 Western Water Works	Cap for 12 inch pipe install	\$464.58
41408 White Cap, L.P.	Cutoff wheel	\$398.21
41408 White Cap, L.P.	Gas handheld power cutter	\$1,863.96
41409 Yellow Mart	Safety boots - Mark Wiseman	\$222.93
41409 Yellow Mart	Safety Boots - Kenneth Kepyey	\$217.49
41409 Yellow Mart	Safety Boots - James Mills	\$219.93
41409 Yellow Mart	Safety boots - Chris Rahman	\$250.00
202303091 UPS	Shipping charges - 3/4/2023	\$14.98
202303092 Grainger	Battery pack, battery, impact wrench	\$631.04
202303092 Grainger	Hour meter, counter gasket	\$238.01
202303092 Grainger	Universal joint steel	\$19.47
202303092 Grainger	Adhesive sealant	\$6.63
202303092 Grainger	Bulkhead tank fitting	\$93.65
202303092 Grainger	Socket steel chrome	\$13.64
202303092 Grainger	Plug 20A	\$274.04
202303092 Grainger	Stick electrode	\$49.66
202303092 Grainger	Stick electrode	\$55.31
202303092 Grainger	Gate valve bypass	\$25.09
202303092 Grainger	Diaphragm pump	\$955.89
202303092 Grainger	Van stone flange, bushing, check valve	\$483.40
202303093 Burrtec Waste & Recycling Svcs	Grit removal - February 2023	\$1,554.38
202303094 SPOK, Inc.	Pager service - March 2023	\$24.95
202303111 Burrtec Waste & Recycling Svcs	Trash service - March 2023	\$256.84
202303132 FedEx	Shipping charges - 2/22/2023	\$197.58
202303132 FedEx	Shipping charges - 2/28/2023	\$181.24
202303141 Basic	Funds withdrawn - 03/14/2023	\$70.00

202303151 Frontier Communications	Telephone service - March 2023	\$394.31
202303161 FedEx	Shipping charges - 3/7/2023	\$521.15
202303162 Grainger	LED bulb mogule screw, locknut	\$199.75
202303162 Grainger	Tape measure sae/metric blade 26ft	\$25.79
202303162 Grainger	Foot valve screen	\$147.14
202303162 Grainger	Coil cleaner	\$84.29
202303162 Grainger	Flat washers for ferric pump	\$5.17
202303162 Grainger	Battery recycling kit	\$111.06
202303163 Rudy's Pest Control	General pest - March 2023	\$200.00
202303201 SoCal Gas	Gas service - February 2023	\$1,031.54
202303251 Umpqua Bank	New charges - Feb 2023	\$15,509.77
202303281 Indio Water Authority	Water - February 2023	\$529.95
202303241 Paychex - Direct Deposit	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$108,470.62
202303242 Paychex - Fee	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$196.07
202303243 Paychex - Garnishment	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$210.46
202303244 Paychex - Tax	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$60,152.23
202303245 Mission Square (formerly ICMARC / Vantage Point)	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$1,570.00
202303246 Empower (formerly Mass Mutual)	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$10.00
202303247 Nationwide Retirement Solution	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$1,875.00
202303248 CalPERS 457	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$870.00
202303249 CalPERS Retirement	PR 03/03/2023 - 03/16/2023 PD 03/24/2023	\$22,867.21
	Total	\$874,488.19



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: Monthly Revenue & Expense Report for the Period Ending February 28, 2023

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

There is no fiscal impact from this report.

Environmental Review

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

Background

The adopted operating and capital budget for the fiscal year 2022/23 includes \$17,767,816 in revenues and \$16,189,076 in operating expenditures.

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

Year-to-Date Summary

- As of February 28, 2023, the District has recorded \$19,662,211 in revenue. The revenues are \$2,942,570 or 17.6% above the annual budget. The variance is attributed to higher than

projected interest income earned.

- As of February 28, 2023, the District has incurred \$9,826,849 in expenditures. The District's expenditures are \$965,868 or 8.9% under the FYTD straight-line budget.

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

Fund	Unaudited Fund Balance as of 02/28/23
Operating Fund (Fund 11)	\$26,015,246
Special Revenue Fund (Fund 11 and Fund 6)	\$1,054,480
Fiduciary Fund (Fund 4)	\$468,868
Capital Improvement Fund (Fund 13)	\$11,984,595
Restricted CIP Fund (Fund 12)	\$26,837,678
Total	\$66,360,867

Recommendation

Staff recommends that the Board receive and file the Revenue and Expense report for the period ending February 28, 2023.

Attachments

[5.4 Attachment A Monthly Income Summary - February 2023.pdf](#)

[5.4 Attachment B Budget Variance Report.pdf](#)

[5.4 Attachment C Summary of Cash and Investments - February 2023.pdf](#)

Valley Sanitary District

Monthly Income Summary

February 2023 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
Revenues					
Sewer Service Chgs-Current	\$36,214	\$16,999,387	\$15,686,490	108 %	(\$1,312,897)
Permit & Inspection Fees	\$2,820	\$17,300	\$35,874	48 %	\$18,574
Saddles/Disconnect Fees	\$80	\$240	\$0	0 %	(\$240)
Plan Check Fees	\$300	\$5,700	\$14,704	39 %	\$9,004
Other Services	\$0	\$1,550	\$3,397	46 %	\$1,847
Sale of Surplus Property	\$0	\$20,600	\$31,818	65 %	\$11,218
Taxes - Current Secured	\$309	\$608,749	\$855,412	71 %	\$246,663
Taxes - Current Unsecured	\$0	\$37,165	\$55,294	67 %	\$18,129
Taxes - Prior Secured	\$8,075	\$8,075	\$0	0 %	(\$8,075)
Supple Prop. Taxes - Current	\$0	\$10	\$0	0 %	(\$10)
Supple Prop. Taxes - Prior	\$0	\$7,230	\$0	0 %	(\$7,230)
Homeowners Tax Relief	\$0	\$3,511	\$6,090	58 %	\$2,579
Interest Income	\$2,507	\$419,534	\$36,068	1,163 %	(\$383,466)
Unrealized gains (losses)	(\$9,774)	(\$18,312)	\$0	0 %	\$18,312
Rebate Income	\$0	\$2,252	\$3,836	59 %	\$1,584
Non-Operating Revenues - Fnd 11	\$7,047	\$21,101	\$5,156	409 %	(\$15,945)
Interest Income	\$0	\$615,090	\$32,151	1,913 %	(\$582,939)
Connection Fees	\$156,792	\$666,941	\$996,915	67 %	\$329,974
Interest Income	\$0	\$246,089	\$4,611	5,337 %	(\$241,478)
Total Revenues	\$204,371	\$19,662,211	\$17,767,816	111 %	(\$1,894,395)

Valley Sanitary District
Budget Variance Report
February 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			Percentage Remaining
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	YTD Budget	Favorable (Unfavorable)	
Revenues:								
Operating Revenue	16,769,198	196,206	1,397,433	(1,201,227)	17,711,717	16,053,895	1,657,822	-5.6%
Non-Operating Revenue	998,618	8,165	83,218	(75,053)	1,950,493	665,745	1,284,748	-95.3%
Total Operating Revenue	17,767,816	204,371	1,480,651	(1,276,280)	19,662,211	16,719,640	2,942,570	-10.7%
Operating Expenses:								
Salaries And Wages	3,543,600	257,429	295,300	37,871	2,285,596	2,362,400	76,804	35.5%
Director Fee/Payroll Tax-Board	94,985	6,700	7,915	1,215	44,100	63,323	19,223	53.6%
Bonus, Awards, Recertification	10,300	100	858	758	7,875	6,867	(1,008)	23.5%
Overtime	33,100	6,412	2,758	(3,653)	21,475	22,067	591	35.1%
Callout	13,000	1,576	1,083	(493)	16,009	8,667	(7,343)	-23.1%
Standby Pay	61,824	4,620	5,152	532	41,544	41,216	(328)	32.8%
Longevity	43,000	3,231	3,583	353	27,185	28,667	1,482	36.8%
Retirement Contributions	357,077	25,821	29,756	3,935	217,029	238,051	21,022	39.2%
Fica And Medicare	337,615	21,537	28,135	6,597	176,639	225,077	48,437	47.7%
Life Insurance	7,260	662	605	(57)	4,940	4,840	(100)	32.0%
Health Insurance	625,374	53,233	52,115	(1,118)	395,638	416,916	21,278	36.7%
Dental Insurance	44,232	4,061	3,686	(375)	29,401	29,488	87	33.5%
Vision Insurance	8,156	632	680	47	5,166	5,437	272	36.7%
Long Term Disability	10,416	911	868	(43)	7,161	6,944	(217)	31.3%
Accounting Services-Admin	77,771	1,927	6,481	4,554	42,098	51,847	9,749	45.9%
Certifications	24,080	-	2,007	2,007	4,167	16,053	11,886	82.7%
Chemicals	594,240	34,756	49,520	14,764	399,817	396,160	(3,657)	32.7%
Comprehensive Insurance	371,193	29,365	30,933	1,568	236,534	247,462	10,928	36.3%
Conferences/ Meetings	202,629	7,821	16,886	9,065	58,355	135,086	76,731	71.2%
Contracts	1,396,477	106,564	116,373	9,809	438,192	930,985	492,792	68.6%
County Expense	23,100	21	1,925	1,904	20,631	15,400	(5,231)	10.7%
Covid-19 Supplies	15,759	-	1,313	1,313	1,024	10,506	9,482	93.5%
Election Expense	70,000	-	5,833	5,833	-	46,667	46,667	100.0%
Electric	779,920	65,709	64,993	(716)	543,325	519,947	(23,379)	30.3%
Gas, Oil & Fuel	66,060	5,385	5,505	120	40,901	44,040	3,140	38.1%
Grit & Screening Removal	40,000	1,811	3,333	1,522	14,754	26,667	11,913	63.1%
Legal Services	70,000	-	5,833	5,833	39,118	46,667	7,549	44.1%
Debt Service	4,412,971	367,748	367,748	-	2,941,981	2,941,981	-	33.3%
Medical Services	32,943	346	2,745	2,400	7,083	21,962	14,879	78.5%
Memberships	60,298	1,789	5,025	3,235	49,201	40,199	(9,003)	18.4%
Misc. Professional Services	109,391	25,543	9,116	(16,427)	54,544	72,927	18,383	50.1%
Natural Gas	7,000	1,032	583	(448)	5,414	4,667	(748)	22.7%
Office Supplies	26,000	1,047	2,167	1,119	8,292	17,333	9,042	68.1%
Opeb Contribution	81,719	2,828	6,810	3,982	11,188	54,479	43,291	86.3%
Other Expenses	70,000	659	5,833	5,174	24,010	46,667	22,657	65.7%
Permits & Fees	117,925	5,078	9,827	4,749	28,258	78,617	50,359	76.0%
Projects	369,000	291,646	30,750	(260,896)	476,438	246,000	(230,438)	-29.1%
Publications	3,500	355	292	(63)	1,432	2,333	901	59.1%
Repairs & Maintenance	650,637	42,643	54,220	11,577	345,176	433,758	88,582	46.9%
Research & Monitoring	97,000	5,534	8,083	2,549	48,415	64,667	16,252	50.1%
Supplies	247,306	12,351	20,609	8,258	103,833	164,871	61,037	58.0%
Telephone/Internet	34,569	2,609	2,881	272	20,940	23,046	2,106	39.4%
Tools & Equipment	44,300	1,103	3,692	2,589	1,709	29,533	27,824	96.1%
Tuition Reimbursement	12,000	-	1,000	1,000	4,292	8,000	3,708	64.2%
Uniform Services	45,620	2,407	3,802	1,395	17,007	30,413	13,407	62.7%
Unfunded Accrued Liability	736,606	61,384	61,384	-	491,071	491,071	-	33.3%
Water	27,500	1,643	2,292	648	15,308	18,333	3,025	44.3%
Workers Compensation	81,623	5,933	6,802	869	52,585	54,415	1,830	35.6%
Total Operating Expenses (Before Depreciation)	16,189,076	1,473,959	1,349,090	(124,870)	9,826,849	10,792,717	965,868	39.3%
Operating Expenses in Excess of Operating Revenue				(1,269,588)				9,835,361

Valley Sanitary District
Budget Variance Report
February 2023

Description	FY23 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY23 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Expenses:								
Wages	3,756,809	276,837	313,067	36,231	2,416,599	2,504,539	87,940	35.7%
Fringe Benefits	1,433,130	110,087	119,428	9,340	863,158	955,420	92,262	39.8%
Services	1,851,990	142,578	154,333	11,755	631,602	1,234,660	603,058	65.9%
Supplies and Materials	1,675,242	97,435	139,604	42,168	908,266	1,116,828	208,562	45.8%
Fuels and Lubricants	66,060	5,385	5,505	120	40,901	44,040	3,140	38.1%
Comprehensive Insurance	452,816	35,297	37,735	2,437	289,120	301,877	12,758	36.2%
Projects	369,000	291,646	30,750	(260,896)	476,438	246,000	(230,438)	-29.1%
Utilities	854,420	70,195	71,202	1,007	578,802	569,613	(9,189)	32.3%
Debt Service	4,412,971	367,748	367,748	-	2,941,981	2,941,981	-	33.3%
Permits and Fees	141,025	5,099	11,752	6,653	48,889	94,017	45,128	65.3%
Unfunded Accrued Liability	736,606	61,384	61,384	-	491,071	491,071	-	33.3%
Other	439,007	10,269	36,584	26,315	140,024	292,671	152,647	68.1%
Total Operating Expenses (Before Depreciation)	16,189,076	1,473,959	1,349,090	(124,870)	9,826,849	10,792,717	965,868	39.3%
Revenues:								
Operating Revenue	16,769,198	196,206	1,397,433	(1,201,227)	17,711,717	16,053,895	1,657,822	-5.6%
Non-Operating Revenue	998,618	8,165	83,218	(75,053)	1,950,493	665,745	1,284,748	-95.3%
Total Revenue	17,767,816	204,371	1,480,651	(1,276,280)	19,662,211	16,719,640	2,942,570	-10.7%
Net Operating Gain (Loss)		(1,269,588)			9,835,361			

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 02/01/2023 TO 02/28/2023 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund		
Beginning Balance (Fund 4)	567,079	
Net Transfer from (to) Fund 11	(98,211)	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 04 Ending Balance		<u>468,868</u>
LAIF Fund 6 - Wastewater Revenue Refunding Bonds		
Beginning Balance (Fund 6)	755	
Net Transfer from (to) Fund 11	0	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 06 Ending Balance		<u>755</u>
LAIF Fund 10 - Recycled Water Project		
Beginning Balance (Fund 10)	0	
Net Transfer from (to) Fund 11	0	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 10 Ending Balance		<u>0</u>
LAIF Fund 11 - Operating Fund		
Beginning Balance (Fund 11)	16,046,685	
Net Transfer from (to) Fund 04	98,211	
Net Transfer from (to) Fund 06	0	
Net Transfer from (to) Fund 12	476,097	
Net Transfer from (to) Fund 13	(156,792)	
Fund Transfer from (to) LAIF - WF	7,500,000	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 11 Ending Balance		<u>23,964,201</u>
LAIF Fund 12 - Reserve Fund		
Beginning Balance (Fund 12)	27,313,775	
Net Transfer from (to) Fund 11	(476,097)	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 12 Ending Balance		<u>26,837,678</u>
LAIF Fund 13 - Capital Improvement Fund		
Beginning Balance	11,827,803	
Connection Fees	156,792	
(Disbursements) or Reimbursements	<u>0</u>	
Net Transfer from (to) Fund 11	156,792	
Fair Value Factor for quarter ending 12/31/2022	0	
Interest (Pd quarterly - Int. Rate 2.07%)	0	
Fund 13 Ending Balance		<u>11,984,595</u>
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13		<u>63,256,097</u>

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance	10,312,285	
Deposits	380,837	
Fund Transfer from (to) LAIF (net)	(7,500,000)	
Disbursements and Payroll	<u>(1,142,077)</u>	
Wells Fargo Ending Balance		<u>2,051,045</u>

CALTRUST - FUND 11

Beginning Balance	1,060,991	
Interest Income	2,507	
Unrealized Gain / <Loss>	<u>(9,773)</u>	
CalTRUST Ending Balance		<u>1,053,725</u>

TOTAL WELLS FARGO AND CALTRUST CHECKING		<u>3,104,770</u>
TOTAL CASH AND INVESTMENTS		<u>66,360,866</u>

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

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



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: Receive and File Credit Card Report for February 28, 2023.

Suggested Action

Receive and File

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

The total charges incurred for the credit card statement ending February 28, 2023, are \$15,509.77.

Environmental Review

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

Background

The attached report summarizes the District's credit card expenditures for the statement ending February 28, 2023.

Recommendation

Staff recommends that the Board of Directors receive the credit card statement for February 28, 2023.

Attachments

[5.6 Attachment A Credit Card Transaction February 2023.pdf](#)

[5.6 Attachment B UMPQUA Credit Card Statement February_Redacted.pdf](#)

Diverted From Cardholder Name	Tran Date	Post Date	Merchant Name	MCC Description	Debits	Credits
BEVERLI A MARSHALL	2/16/2023	2/17/2023	SACBEE SUBSCRIPTION	News Dealers & Newsstands	\$15.99	
BEVERLI A MARSHALL	2/16/2023	2/16/2023	LANDS END BUS OUTFITTERS	Children/Adult Uniforms And Comercial	\$259.50	
BEVERLI A MARSHALL	2/13/2023	2/14/2023	PE SUBSCRIPTIONS	Advertising Services	\$10.00	
BEVERLI A MARSHALL	2/12/2023	2/13/2023	PAYPAL *QUICKYMARTL	Telecommunications Equipment Including	\$4.99	
BEVERLI A MARSHALL	2/9/2023	2/10/2023	FACEBK B23HNNPVV2	Advertising Services	\$25.00	
BEVERLI A MARSHALL	2/6/2023	2/6/2023	FACEBK YFPB9MBWV2	Advertising Services	\$25.00	
BRANDEN RODRIGUEZ	2/28/2023	2/28/2023	AMZN Mktp US*HD23N53C2	Book Stores	\$11.85	
BRANDEN RODRIGUEZ	2/23/2023	2/24/2023	AMZN Mktp US*HD70B1310	Book Stores	\$10.86	
BRANDEN RODRIGUEZ	2/23/2023	2/23/2023	CHIPOTLE ONLINE	Express Payment Services (Fast Food)	\$123.73	
BRANDEN RODRIGUEZ	2/8/2023	2/10/2023	KSC & SON CORPORATION - G	Car Washes	\$12.00	
BRANDEN RODRIGUEZ	2/7/2023	2/8/2023	Amazon.com*769RT5B03	Book Stores	\$34.70	
BRANDEN RODRIGUEZ	2/1/2023	2/5/2023	OFFICEMAX/DEPOT 6753	Stationery Office & School Supply Sto	(\$29.46)	(\$29.46)
BRANDEN RODRIGUEZ	2/1/2023	2/1/2023	GAN* DESERT SUN-CCC	Advertising Services	\$228.80	
DAVE COMMONS	2/22/2023	2/23/2023	SQ *TKB BAKERY & DELI	Express Payment Services (Fast Food)	\$165.29	
DAVE COMMONS	2/17/2023	2/17/2023	AWWA.ORG	Charitable And Social Service Organiza	\$107.50	
DAVE COMMONS	2/7/2023	2/9/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$259.91	
DAVE COMMONS	2/3/2023	2/5/2023	ADOBE *ACROPRO SUBS	Computer Software	\$14.99	
DAVE COMMONS	2/1/2023	2/3/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$117.35	
DEBRA CANERO	2/16/2023	2/19/2023	SOUTHWES 5262420968086	Southwest	\$311.97	
HEBERTO MORENO	2/9/2023	2/12/2023	GO-GO EXPRESS CAR WASH -	Car Washes	\$20.00	
HEBERTO MORENO	2/7/2023	2/8/2023	INDIOCA* MISC GOV	Government Services Not Elsewhere Clas	\$2,046.89	
HEBERTO MORENO	2/8/2023	2/8/2023	TYL*INDIO SERV FEE	Government Services Not Elsewhere Clas	\$61.41	
HEBERTO MORENO	2/1/2023	2/2/2023	DKFSOLUTIONSGROUP.COM	Schools & Educational Services Not Els	\$740.00	
HEBERTO MORENO	1/31/2023	2/2/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$526.22	
HEBERTO MORENO	1/31/2023	2/1/2023	PAMCO MACHINE WORKS	Miscellaneous Repair Shops & Related S	\$3,621.78	
HOLLY GOULD	2/23/2023	2/24/2023	CIRO'S RESTAURANT LLC	Eating Places Restaurants	\$86.63	
HOLLY GOULD	2/23/2023	2/24/2023	PAYPAL *CWEA	Charitable And Social Service Organiza	\$305.00	
HOLLY GOULD	2/23/2023	2/24/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$15.00	
HOLLY GOULD	2/21/2023	2/22/2023	CALIFORNIA WATER ENVIRON	Membership Organizations Not Elsewher	\$792.00	
HOLLY GOULD	2/16/2023	2/17/2023	AMAZON.COM*HEBK5X32 AMZN	Book Stores	\$480.90	
HOLLY GOULD	2/16/2023	2/17/2023	Amazon.com*HP2XV6NP0	Book Stores	\$26.10	
HOLLY GOULD	2/13/2023	2/14/2023	WM SUPERCENTER #2181	Grocery Stores Supermarkets	\$60.98	
HOLLY GOULD	2/12/2023	2/13/2023	AMZN Mktp US*H96J16UL2	Book Stores	\$482.48	
HOLLY GOULD	2/10/2023	2/12/2023	FD *CA DMV VFC *SVC	Government Services Not Elsewhere Clas	\$0.12	
HOLLY GOULD	2/10/2023	2/12/2023	FD *CA DMV VFC	Government Services Not Elsewhere Clas	\$5.00	
HOLLY GOULD	2/10/2023	2/12/2023	LIFESECURE EMERGENCY SOL	Miscellaneous & Specialty Retail Store	\$2,075.80	
JEANETTE JUAREZ	2/27/2023	2/28/2023	GOVERNMENT FINANCE OFFIC	Membership Organizations Not Elsewher	\$35.00	
JEANETTE JUAREZ	2/21/2023	2/23/2023	AROUND THE CLOCK CALL CTR	Miscellaneous & Specialty Retail Store	\$151.70	
JEANETTE JUAREZ	2/19/2023	2/20/2023	J2 EFAX SERVICES	Continuity/Subscription Merchants	\$18.99	
JEANETTE JUAREZ	2/3/2023	2/5/2023	ADOBE *ACROPRO SUBS	Computer Software	\$186.89	
JEANETTE JUAREZ	2/2/2023	2/5/2023	AMERICAN AI 0014408999084	American Airlines	\$30.00	
JEANETTE JUAREZ	2/3/2023	2/5/2023	HYATT REGENCY SACRAMENTO	Hyatt Hotels	\$508.94	
JEANETTE JUAREZ	1/30/2023	2/1/2023	UNITED 0169828196544	United Airlines	\$35.00	
JIMMY GARCIA	2/14/2023	2/15/2023	BATTERIES+BULBS #0985	Miscellaneous & Specialty Retail Store	\$182.84	
JIMMY GARCIA	2/2/2023	2/3/2023	SMART AND FINAL 718	Grocery Stores Supermarkets	\$167.71	
SCOTT SEAR	2/27/2023	2/28/2023	LYFT *RIDE SUN 6PM	Taxicabs/Limousines	\$15.65	
SCOTT SEAR	2/26/2023	2/27/2023	LYFT *RIDE SUN 5PM	Taxicabs/Limousines	\$62.97	
SCOTT SEAR	2/24/2023	2/26/2023	COSTCO GAS #0638	Automated Gasoline Dispensers	\$28.56	
SCOTT SEAR	2/24/2023	2/26/2023	UNITED 0169834060345	United Airlines	\$30.00	
SCOTT SEAR	2/24/2023	2/26/2023	UNITED 0169834060344	United Airlines	\$30.00	
SCOTT SEAR	2/16/2023	2/19/2023	SOUTHWES 5262420981279	Southwest	\$311.97	
SCOTT SEAR	2/1/2023	2/3/2023	THE POM RESTAURANT	Eating Places Restaurants	\$50.25	
TINO TIJERINA	2/24/2023	2/26/2023	BURRTEC WASTE INDUSTRIES	Utilities - Gas Water Sanitary	\$14.00	
TINO TIJERINA	2/23/2023	2/26/2023	OFFICEMAX/DEPOT 6753	Stationery Office & School Supply Sto	\$51.07	
TINO TIJERINA	2/15/2023	2/16/2023	STAPLES DIRECT	Stationery Office Supp Prntng And Wr	\$285.73	
TINO TIJERINA	2/7/2023	2/9/2023	THE HOME DEPOT 6874	Home Supply Warehouse Stores	\$95.21	
TINO TIJERINA	2/6/2023	2/8/2023	SHERMAN'S LIQUOR	Miscellaneous Food Stores - Specialty	\$20.64	
TINO TIJERINA	2/6/2023	2/7/2023	ARRIOLAS TORTILLERIA	Eating Places Restaurants	\$109.68	
TINO TIJERINA	1/31/2023	2/2/2023	KSC & SON CORPORATION - G	Car Washes	\$8.00	
TINO TIJERINA	1/30/2023	2/1/2023	THE HOME DEPOT #6874	Home Supply Warehouse Stores	\$22.69	
TINO TIJERINA	2/10/2023	2/10/2023	AUTO PMT FROM ACCT	Payment Adjustment Fee or Finance Charge		
Total					\$15,509.77	(\$29.46)



UMPQUA BANK

BL ACCT [REDACTED] VALLEY SANITARY DISTRICT Account Number: ####-####-#### [REDACTED] Page 1 of 5



Account Summary

Table with 2 columns: Description and Amount. Rows include Billing Cycle, Days In Billing Cycle, Previous Balance, Purchases, Cash, Balance Transfers, Special, Credits, Payments, Other Charges, Finance Charges.

NEW BALANCE \$15,509.77

Credit Summary

Table with 2 columns: Description and Amount. Rows include Total Credit Line, Available Credit Line, Available Cash, Amount Over Credit Line, Amount Past Due, Disputed Amount.

Account Inquiries

- Call us at: (866) 777-9013
Lost or Stolen Card: (866) 839-3485
Go to www.umpquabank.com
Write us at PO BOX 35142 - LB1181, SEATTLE, WA 98124-5142

Payment Summary

Table with 2 columns: Description and Amount. Rows include NEW BALANCE, MINIMUM PAYMENT, PAYMENT DUE DATE.

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

Table with 5 columns: Trans Date, Post Date, Reference Number, Transaction Description, Amount. Row 1: 02/10, 02/10, 7480725304011111111111, AUTO PMT FROM ACCT [REDACTED], \$15,956.68-

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE ALLOW UP TO 7 DAYS FOR RECEIPT

UMPQUA BANK
PO BOX 35142 - LB1181
SEATTLE WA 98124-5142



Account Number
####-####-#### [REDACTED]

Check box to indicate name/address change on back of this coupon

Table with 4 columns: Closing Date, New Balance, Total Minimum Payment Due, Payment Due Date. Values: 02/28/23, \$15,509.77, \$15,509.77, 03/25/23

AMOUNT OF PAYMENT ENCLOSED

Amount enclosed grid with dollar sign and a small square marker.

BL ACCT [REDACTED] VALLEY SANITARY DISTRICT 45-500 VAN BUREN STREET INDIO CA 92201



MAKE CHECK PAYABLE TO: UMPQUA BANK COMMERCIAL CARD OPS PO BOX 35142 - LB1181 SEATTLE WA 98124-5142

IMPORTANT INFORMATION

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

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

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

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

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

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

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

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

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

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

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

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

BILLING RIGHTS SUMMARY

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

In your letter, give us the following information:

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

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

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

Please use blue or black ink to complete form

NAME CHANGE

Last

First Middle

ADDRESS CHANGE

Street

City State ZIP Code

Home Phone () - Business Phone () -

Cell Phone () - E-mail Address

SIGNATURE REQUIRED TO AUTHORIZE CHANGES

Signature _____

Cardholder Account Summary					
JEANETTE JUAREZ #### #### #### 4756		Payments & Other Credits \$0.00	Purchases & Other Charges \$966.52	Cash Advances \$0.00	Total Activity \$966.52

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/30	02/01	PPLN01	24692163031101616313845	UNITED 0169828196544 800-932-2732 TX	\$35.00
02/02	02/05	PPLN01	24717053034870340631109	AMERICAN AI 0014408999084 800-433-7300 TX	\$30.00
02/03	02/05	PPLN01	24943003035722749762698	HYATT REGENCY SACRAMENTO SACRAMENTO CA	\$508.94
02/03	02/05	PPLN01	24492153034719805494033	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$186.89
02/19	02/20	PPLN01	24692163050105495060951	J2 EFAX SERVICES 323-817-3205 CA	\$18.99
02/21	02/23	PPLN01	24412903053030023751738	AROUND THE CLOCK CALL CTR 888-711-1956 CA	\$151.70
02/27	02/28	PPLN01	24005943058300642416615	GOVERNMENT FINANCE OFFIC CHICAGO IL	\$35.00

Cardholder Account Summary					
BEVERLI A MARSHALL #### #### #### 5986		Payments & Other Credits \$0.00	Purchases & Other Charges \$340.48	Cash Advances \$0.00	Total Activity \$340.48

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/06	02/06	PPLN01	24204293037000081567358	FACEBK YFPB9MBVV2 650-5434800 CA	\$25.00
02/09	02/10	PPLN01	24204293040000151187546	FACEBK BZ3HNNPVV2 650-5434800 CA	\$25.00
02/12	02/13	PPLN01	24492153043894693372069	PAYPAL *QUICKYMARTL 402-935-7733 CA	\$4.99
02/13	02/14	PPLN01	24493983045083173417548	PE SUBSCRIPTIONS 951-368-9000 CA	\$10.00
02/16	02/16	PPLN01	24138293047084001909626	LANDS END BUS OUTFITTERS 800-332-4700 WI	\$259.50
02/16	02/17	PPLN01	24001753048083125306640	SACBEE SUBSCRIPTION 800-284-3233 CA	\$15.99

Cardholder Account Summary					
HEBERTO MORENO #### #### #### 6026		Payments & Other Credits \$0.00	Purchases & Other Charges \$7,016.30	Cash Advances \$0.00	Total Activity \$7,016.30

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/31	02/01	PPLN01	24801973031726460388699	PAMCO MACHINE WORKS 909-941-7260 CA	\$3,621.78
01/31	02/02	PPLN01	24692163032102426112301	THE HOME DEPOT 6874 INDIO CA	\$526.22
02/01	02/02	PPLN01	24492163032000052604306	DKFSOLUTIONSGROUP.COM HTTPSWWW.DKFS CA	\$740.00
02/08	02/08	PPLN01	24692163039107202719909	TYL*INDIO SERV FEE PLANO TX	\$61.41
02/07	02/08	PPLN01	24692163039107202767171	INDIOCA*MISC GOV INDIO CA	\$2,046.89
02/09	02/12	PPLN01	24269793041500648471684	GO-GO EXPRESS CAR WASH - INDIO CA	\$20.00

Cardholder Account Summary					
TINO TIJERINA #### #### #### 6034		Payments & Other Credits \$0.00	Purchases & Other Charges \$607.02	Cash Advances \$0.00	Total Activity \$607.02

Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
01/30	02/01	PPLN01	24943013031010177817231	THE HOME DEPOT #6874 INDIO CA	\$22.69
01/31	02/02	PPLN01	24269793032500552217793	KSC & SON CORPORATION - G INDIO CA	\$8.00
02/06	02/07	PPLN01	24055233038091611000072	ARRIOLAS TORTILLERIA INDIO CA	\$109.68
02/06	02/08	PPLN01	24801973038206802300176	SHERMAN'S LIQUOR INDIO CA	\$20.64
02/07	02/09	PPLN01	24692163039107572880703	THE HOME DEPOT 6874 INDIO CA	\$95.21
02/15	02/16	PPLN01	24164073046105470834948	STAPLES DIRECT 800-3333330 MA	\$285.73
02/24	02/26	PPLN01	24755423055270558373118	BURRTEC WASTE INDUSTRIES COCHELLA CA	\$14.00

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/23	02/26	PPLN01	24137463055100431150380	OFFICEMAX/DEPOT 6753 LA QUINTA CA	\$51.07

Cardholder Account Summary

SCOTT SEAR #### #### #### 6109	Payments & Other Credits \$0.00	Purchases & Other Charges \$529.40	Cash Advances \$0.00	Total Activity \$529.40
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/01	02/03	PPLN01	24000973033385605967557	THE POM RESTAURANT 760-3425000 CA	\$50.25
02/16	02/19	PPLN01	24692163048104161268092	SOUTHWES 5262420981279 800-435-9792 TX SEAR/SCOTT ANTHONY 032223 PSP SMF WN J PSP WN J	\$311.97
02/24	02/26	PPLN01	24692163056109846471812	UNITED 0169834060344 800-932-2732 TX	\$30.00
02/24	02/26	PPLN01	24692163056109846471820	UNITED 0169834060345 800-932-2732 TX	\$30.00
02/24	02/26	PPLN01	24943003056898040090833	COSTCO GAS #0638 LA QUINTA CA	\$28.56
02/26	02/27	PPLN01	24055233058400970481374	LYFT *RIDE SUN 5PM lyft.com CA	\$62.97
02/27	02/28	PPLN01	24055233059400971165462	LYFT *RIDE SUN 6PM lyft.com CA	\$15.65

Cardholder Account Summary

BRANDEN RODRIGUEZ #### #### #### 9565	Payments & Other Credits \$29.46-	Purchases & Other Charges \$421.94	Cash Advances \$0.00	Total Activity \$392.48
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/01	02/01	PPLN01	24692163032102045489155	GAN* DESERT SUN-CCC 417-837-8408 IN	\$228.80
02/01	02/05		74137463033100417286754	CREDIT VOUCHER OFFICEMAX/DEPOT 6753 LA QUINTA CA	\$29.46-
02/07	02/08	PPLN01	24692163038106749055521	Amazon.com*769RT5BO3 Amzn.com/bill WA	\$34.70
02/08	02/10	PPLN01	24269793040500633626566	KSC & SON CORPORATION - G INDIO CA	\$12.00
02/23	02/23	PPLN01	24431063054083319067201	CHIPOTLE ONLINE 949-524-4000 CA	\$123.73
02/23	02/24	PPLN01	24692163054108569509610	AMZN Mktp US*HD70B1310 Amzn.com/bill WA	\$10.86
02/28	02/28	PPLN01	24692163059101755070294	AMZN Mktp US*HD23N53C2 Amzn.com/bill WA	\$11.85

Cardholder Account Summary

HOLLY GOULD #### #### #### 7260	Payments & Other Credits \$0.00	Purchases & Other Charges \$4,330.01	Cash Advances \$0.00	Total Activity \$4,330.01
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/10	02/12	PPLN01	24943003041200176900026	LIFESECURE EMERGENCY SOL 877-877-5522 UT	\$2,075.80
02/10	02/12	PPLN01	24116413042400636013615	FD *CA DMV VFC clover.com CA	\$5.00
02/10	02/12	PPLN01	24116413042400016013532	FD *CA DMV VFC *SVC clover.com CA	\$0.12
02/12	02/13	PPLN01	24692163043100712180922	AMZN Mktp US*H96JJ6UL2 Amzn.com/bill WA	\$482.48
02/13	02/14	PPLN01	24445003045400231740107	WM SUPERCENTER #2181 INDIO CA	\$60.98
02/16	02/17	PPLN01	24692163047103137066441	Amazon.com*HP2XV6NP0 Amzn.com/bill WA	\$26.10
02/16	02/17	PPLN01	24431063047083726021601	AMAZON.COM*HE8KI5X32 AMZN AMZN.COM/BILL WA	\$480.90
02/21	02/22	PPLN01	24801973053690522976979	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$792.00
02/23	02/24	PPLN01	24445003055400180123328	WM SUPERCENTER #2181 INDIO CA	\$15.00
02/23	02/24	PPLN01	24431063055091610000069	CIRO'S RESTAURANT LLC CHIRIACO SUMM CA	\$86.63
02/23	02/24	PPLN01	24492153054894199609424	PAYPAL *CWEA 510-382-7800 CA	\$305.00

Cardholder Account Summary					
JIMMY GARCIA #### #### #### 7450		Payments & Other Credits \$0.00	Purchases & Other Charges \$350.55	Cash Advances \$0.00	Total Activity \$350.55
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/02	02/03	PPLN01	24231683034837000068139	SMART AND FINAL 718 COACHELLA CA	\$167.71
02/14	02/15	PPLN01	24943003046200613200118	BATTERIES+BULBS #0985 PALM DESERT CA	\$182.84

Cardholder Account Summary					
DAVE COMMONS ### #### #### 7327		Payments & Other Credits \$0.00	Purchases & Other Charges \$665.04	Cash Advances \$0.00	Total Activity \$665.04
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/01	02/03	PPLN01	24943013033010173722037	THE HOME DEPOT #6874 INDIO CA	\$117.35
02/03	02/05	PPLN01	24492153034715750449659	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$14.99
02/07	02/09	PPLN01	24692163039107572881032	THE HOME DEPOT 6874 INDIO CA	\$259.91
02/17	02/17	PPLN01	24692163048103695990247	AWWA.ORG 303-347-6197 CO	\$107.50
02/22	02/23	PPLN01	24692163053107735845040	SQ *TKB BAKERY & DELI gosq.com CA	\$165.29

Cardholder Account Summary					
DEBRA CANERO #### #### #### 2806		Payments & Other Credits \$0.00	Purchases & Other Charges \$311.97	Cash Advances \$0.00	Total Activity \$311.97
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/16	02/19	PPLN01	24692163048104161268134	SOUTHWES 5262420968086 800-435-9792 TX CANERO/DEBRA A 032223 PSP SMF WN J PSP WN J	\$311.97

Additional Information About Your Account
 IT IS NOT NECESSARY TO MAIL YOUR PAYMENT. YOUR ACCOUNT WILL BE AUTOMATICALLY PAID THROUGH A DIRECT DEBIT OF YOUR CHECKING OR SAVINGS ACCOUNT ON 03/10/23 PER YOUR AGREEMENT WITH US. THE DEBIT AMOUNT THIS MONTH IS \$15509.77

Finance Charge Summary / Plan Level Information										
Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance	
Purchases										
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$15,509.77	
Cash										
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00	
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 28			
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate			
¹ FCM = Finance Charge Method										
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.										



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Anna Bell
SUBJECT: Disposition of Laboratory Equipment & Supplies

Suggested Action

Approval for disposition

Strategic Plan Compliance

GOAL 3: Excellent Facilities

Fiscal Impact

Background

Laboratory staff would like to dispose for recycling and electronic waste laboratory supplies and equipment that are no longer in use and have been stored in the laboratory storage room for years to ensure need is no longer required.

Recommendation

Approval of request of equipment and supply disposition

Attachments

[EQUIPMENT DISPOSITION FORM_2023.docx](#)

VALLEY SANITARY DISTRICT EQUIPMENT DISPOSITION FORM

(This form is to be completed upon the disposition of fixed assets, including equipment for surplus)

Date of Disposition: 02/28/23	
Department: Environmental Compliance	Location: VSD – Laboratory

Justification for Disposition: No longer required.

Item #	Asset Tag #	Serial #	Description	Current Location	Value \$	
1	N/A		Culture tubes & Caps	VSD - Lab	De-minimis	0
2	N/A		Durham (shell vials)	VSD - Lab	De-minimis	0
3	N/A		Culture Dishes	VSD - Lab	De-minimis	0
4	N/A		Gooch Crucible, Buchner funnel	VSD - Lab	De-minimis	0
5	N/A	0031	1970s Centrifuge	VSD - Lab	De-minimis	0
6	N/A	920800020652	Hach DR 2000	VSD - Lab	De-minimis	0
7	N/A	1920044	Stir plates	VSD - Lab	De-minimis	0
8	N/A		Glass Imhoff cones	VSD - Lab	De-minimis	0
9	N/A	E03803	Orion star pH meter	VSD - Lab	De-minimis	0
10	N/A		Misc. lab plastic / glassware	VSD - Lab	De-minimis	0

Check One:
<input type="checkbox"/> Sold (Please attach supporting documentation and sale value.)
<input type="checkbox"/> Lost (Please include complete description of circumstances surrounding loss.)
<input type="checkbox"/> Donated to outside organization (Please attach supporting documentation.)
<input type="checkbox"/> Traded In (Please attach supporting documentation.)
<input type="checkbox"/> Reassigned for use as source of parts
<input type="checkbox"/> Stolen (Please attach police report or complete description of circumstances.)
<input type="checkbox"/> Destroyed (Please include complete description of circumstances.)
<input type="checkbox"/> Declared Surplus (Please attach documentation of Board Action)
<input checked="" type="checkbox"/> Other, Please explain: Disposal for recycling of glassware, and electronic waste

Department Supervisor: Anna Bell	General Manager:
District Board Action:	



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Ron Buchwald, District Engineer
SUBJECT: Presentation by Coachella Valley History Museum

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 4: Increase Community Understanding and Support

Fiscal Impact

There is no fiscal impact.

Environmental Review

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

Background

As part of the Strategic Plan process, the Board identified Goal 4: Increase Community Understanding and Support. Staff has taken numerous steps to further this goal: Facebook page, annual newsletter, comprehensive bi-lingual Prop 218 notification, rebranding, community engagement committee, and contract with CV Strategies to develop and implement a community outreach and education plan.

The Coachella Valley History Museum, located in Indio, has approximately 5,000 in-person visitors each year and another 2,800 attendees at private events. More than half of the in-person visitors are through the 3rd Grade education program from local schools. In addition to the in-person visitors and private event attendees, the Museum has approximately 70,000 interactions with the public through its social media platforms (Facebook, Instagram, Google).

At the VSD Board retreat, there was a discussion about partnering with the Coachella Valley History Museum, specifically around the “outhouse” to reach the community about the history of water and water quality in Indio and the greater Coachella Valley. In response to this discussion, President Sear set up a meeting with the Museum to see if they would be interested in a partnership opportunity. As part of the discussion, staff requested that the Museum prepare a proposal on what it would need to: 1) include wastewater education to their existing programs, 2) establish an exhibit around the “outhouse”, and 3) allow VSD to host its Platinum Jubilee (Centennial) anniversary event at the Museum.

At the February 8, 2022, meeting, the Board of Directors authorized a three-year contract with the Museum effective March 1, 2022. Today's presentation is to discuss the first year of the program.

Recommendation

Staff recommends that the Board of Directors receive the presentation by the Coachella Valley History Museum.



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Anna Bell, Lab & Environmental Compliance Supervisor
SUBJECT: Update on Wastewater Epidemiology-Based (WBE) Surveillance

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 4: Increase Community Understanding and Support

Fiscal Impact

No negative fiscal impact. Positive fiscal impact of \$11,200 from August to December 2022.

Background

In April 2022, Biobot Analytics was selected as the contract laboratory for the second phase of 2022 CDC-NWSS program for SARS-Cov-2 (COVID-19) wastewater surveillance. As this program is fully-funded through CDC-NWSS grants and federal funding, it was originally projected through mid-January 2023. As we approached this deadline, the CDC NWSS commercial contract for wastewater sampling was officially extended for an additional 6-months (July 2023) for COVID-19 and Monkeypox (Mpox) testing. All costs related to the sampling and shipping are covered through the commercial contract of the program. Departments of Public Health continue to have access to the data via CDC's DCIPHER Portal.

In August 2022, VSD joined the Stanford-based initiative "WastewaterSCAN" to monitor wastewater epidemiology. Originally, the program was testing for COVID-19, Monkeypox (Mpox), Influenza A, and RSV genetic markers. In December 2022, the program included testing for Influenza B, Norovirus and Human Metapneumovirus. Philanthropic funding covers the full cost of sampling materials, shipping and stipends to participants for up to 18 months.

VSD staff continue to provide our stakeholder's and community with weekly updates on the VSD website with the results from the CDC NWSS and WastewaterSCAN programs. The weekly Epidemiology Updates include links for additional information.

Recommendation

The purpose of this report is to provide information to the Board of Directors regarding the U.S. Center of Disease Control (CDC)'s National Wastewater Surveillance System (NWSS) program and the Stanford-Verily initiative program.

Attachments

[\(BD\) WBE Program Update_2.14.23.pptx](#)
[CDC-Letter-01.17.2023.pdf](#)



Wastewater Surveillance Program Update

Anna Bell
Lab & Compliance Supervisor

February 14, 2022



CDC WBE Project

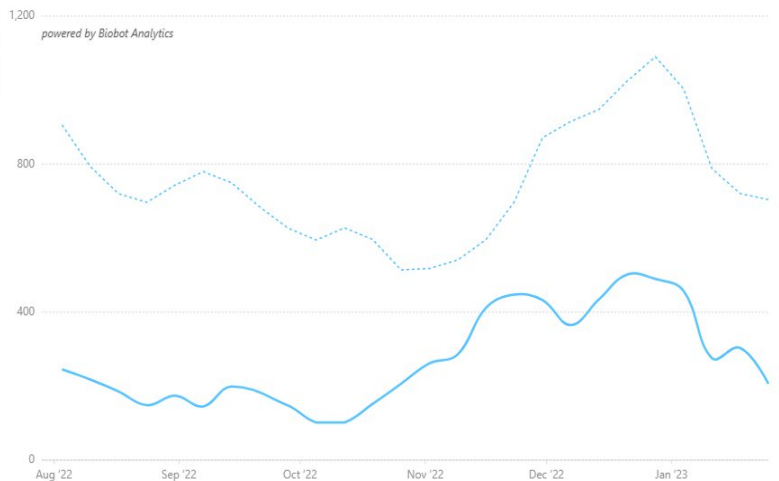


National Wastewater Surveillance System (NWSS)

- ✦ Implemented by Biobot Analytics
- ✦ April 2022 – January 2023
- ✦ Extended for 6-months (July 2023)
- ✦ SARS-CoV-2 and Mpox
- ✦ Fully-funded thru CDC grant
- ✦ 2 samples per week (Tue, Thur)
- ✦ Influent Composites

Riverside County, CA

Wastewater: Effective SARS-CoV-2 virus concentration (copies / mL of sewage)



BA.5*: 99.6% • BQ.1*: 0.1% • XBB*: 0%



Wastewater SCAN



Stanford initiative – Verily Life Sciences

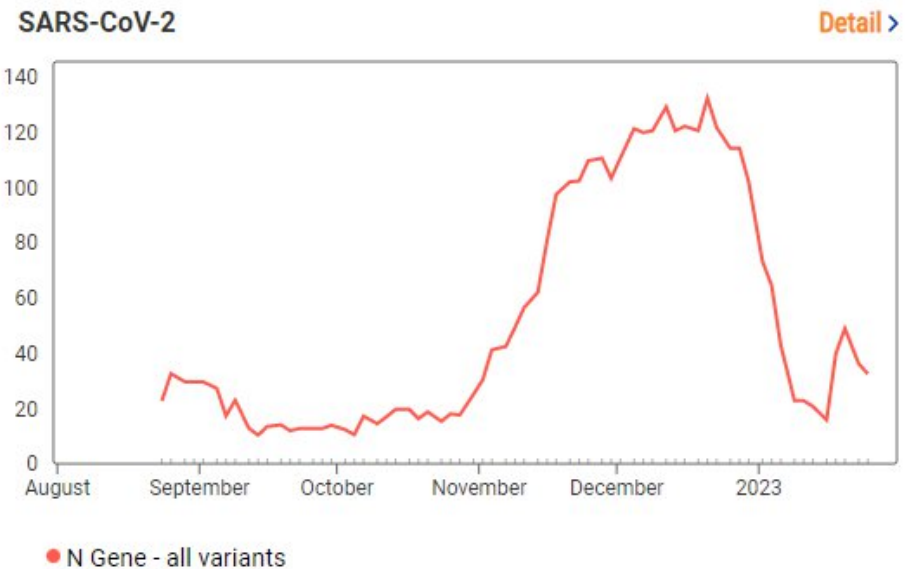
- * Up to 18-month program, stipend given to participate
- * August – December 2023 (\$11,200 stipend)
- * 3 samples per week (M,W,F) - Primary Sludge sample
- * 7 Variants reported
 - * SARS-Cov-2 (N & S gene, Omicron)
 - * Monkeypox (Mpox)
 - * Influenza A & B
 - * Respiratory Syncytal Virus (RSV)
 - * Norovirus
 - * Human Metapneumovirus (hMPV)



SARS-CoV-2 (Covid-19)



- * Severe acute respiratory syndrome
- * Responsible for 2020 Covid pandemic



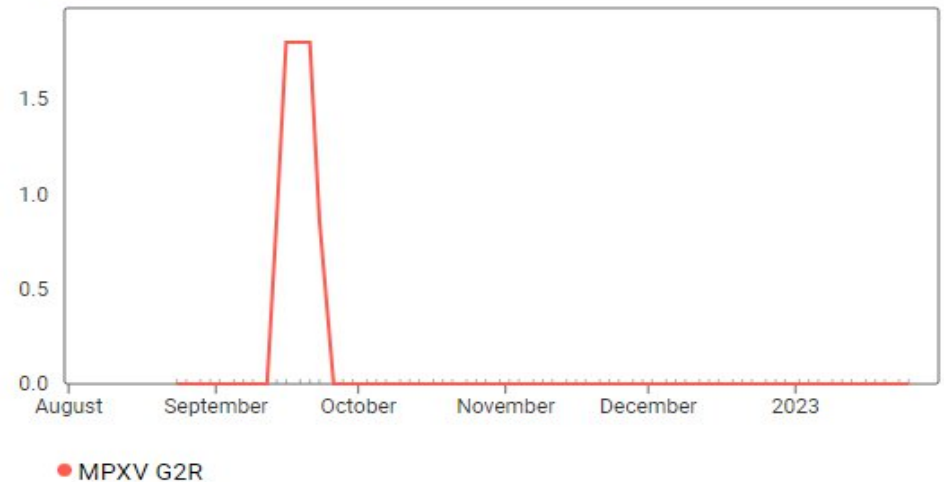
Monkeypox (Mpox)



- * Rare disease caused by infection
- * Discovered in 1958, first human case in 1970
- * Related to smallpox, not related to chickenpox
- * Symptoms like smallpox, rarely fatal

Mpox

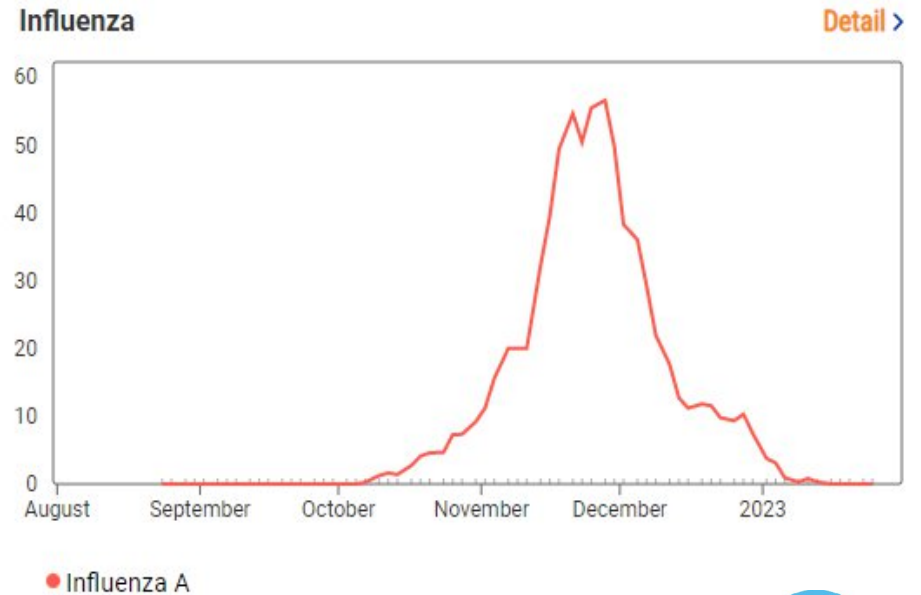
[Detail >](#)



Influenza A & B



- * Seasonal respiratory virus
- * Responsible for flu pandemics
- * Inf-A is more common and severe
- * Inf-B mutates slower, younger children



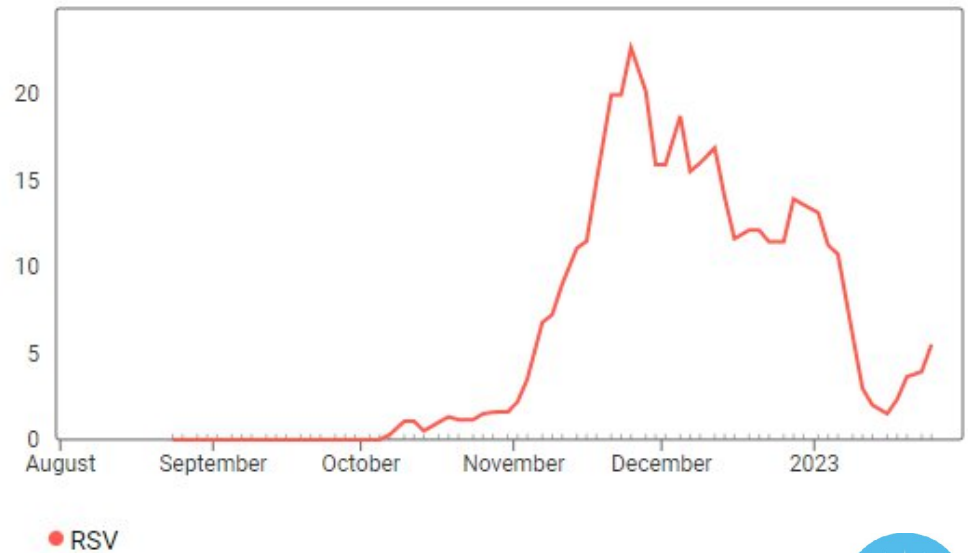
Respiratory Syncytial Virus (RSV)



- * Respiratory virus
- * Mild, cold-like symptoms
- * Common cause of bronchiolitis and pneumonia

Respiratory syncytial virus (RSV)

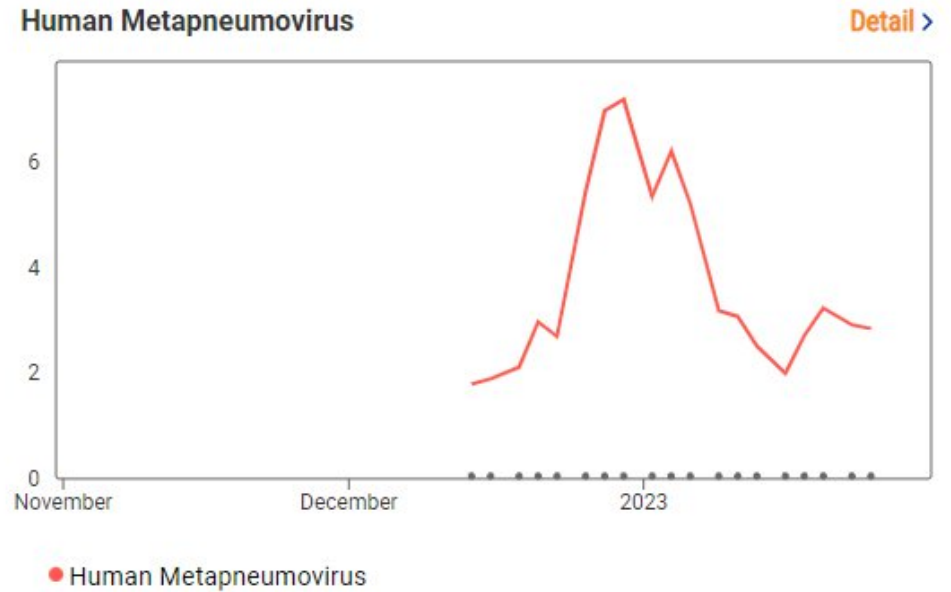
[Detail >](#)



Human Metapneumovirus (hMPV)



- * Seasonal respiratory virus
- * Related to RSV





Centers for Disease Control
and Prevention (CDC)
Atlanta GA 30329-4027

1/17/23

Mariana Matus, PhD
CEO and Cofounder
Biobot Analytics
501 Massachusetts Ave.
Cambridge, Massachusetts 02138

Dear Dr. Matus:

Thank you for sharing the letter to Centers for Disease Control and Prevention (CDC) Director Rochelle P. Walensky, MD, MPH, from wastewater treatment facilities participating in CDC's National Wastewater Surveillance System (NWSS). I am responding on behalf of Dr. Walensky.

NWSS is coordinating community-led surveillance efforts to form a robust, sustainable national system. Thank you for playing a part in the adoption and growth of wastewater-based disease surveillance as a public health tool. Our indispensable NWSS partner network includes wastewater treatment facilities, wastewater analytics companies, public health departments, and community leaders. Partners like you enable this program to provide community-level data in real time so communities can act quickly to prevent the spread of disease, protect public health, and save lives.

We value your contributions to the NWSS program and appreciate the feedback you shared from wastewater treatment facilities around contracting practices. Contracting with the federal government is a highly regulated process governed by a variety of rules and regulations. CDC adheres to these rules and regulations to solicit, negotiate, award, and administer contracts. While contract and grant policies may seem overwhelming and sometimes burdensome, they promote fairness and transparency, encourage competition, and safeguard the interests of CDC, the government, and American taxpayers. The programmatic feedback from individual wastewater treatment facilities is also very helpful input that we have shared with CDC's NWSS program staff.

I appreciate your letter and support. CDC remains committed to protecting the American public. Please share this response with the co-signers of the letter you shared.

Sincerely,

Daniel Jernigan, MD, MPH
Acting Director
National Center for Emerging and Zoonotic
Infectious Diseases
CDC



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Anna Bell, Lab & Environmental Compliance Supervisor
SUBJECT: Approve Additional Funds to be Applied to Blanket Purchase Orders for Single Contract Laboratory Vendors

Suggested Action

Approve

Strategic Plan Compliance

GOAL 5: Long-Term Financial Strength

Fiscal Impact

The request is a budget adjustment of funds directed towards single vendors (contract laboratories) to continue services for regulatory sample compliance requests.

Revision to Blanket PO's additional funds to be applied:

- Caltest: \$ 15,000
- Enthalpy: \$ 10,000

A detailed breakdown of the GL account, the types of samples, and current and projected expenses are enclosed for review.

Background

Fiscal Year (FY) budget items are divided into the sampling type and frequency. The administration department generates blanket purchase order (PO) accounts for each contract laboratory (i.e., vendor). The Blanket PO system applies funds to single vendors for a defined monetary limit. The amount requested for the approved PO list was based on historical values and did not incorporate all of the approved budgetary funds from the Research and Monitoring account. Shortages in laboratory staff and increased sampling requests from operations due to violations for bioassay, cyanide, and elevated copper results used for regulatory and monitoring purposes required additional samples. The laboratory is not certified nor equipped to perform the tests mentioned above internally. The additional testing led to purchases from a single vendor (contract laboratory) exceeding the preapproved PO expenses for this fiscal year.

Recommendation

Staff recommends that the Board of Directors authorize the Interim General Manager to increase the PO funding in order to complete the compliance requirements for the rest of the fiscal year.

Attachments

[ECS-LAB_Blanket PO Increase Request \(BOD\).pdf](#)



Valley Sanitary District

Environmental Compliance Dept – Laboratory Division

VSD Laboratory utilizes the contract laboratory services from the following vendors for NPDES regulatory permit sampling:

Lab Name	Types of samples
Caltest	Weekly, Monthly, Quarterly, and Annual Samples
Babcock	Biosolids and Short-hold samples
Enthalpy	Bioassay samples

Original FY 22/23 Budget Projections (GL#11-5750414-2: Research & Monitoring) were defined as:

Sample Type	FY Funded
Bioassay TIE/TRE	\$ 35,000.00
Monthly	\$ 15,000.00
Biosolids	\$ 10,000.00
Shipping	\$ 10,000.00
Reserve (overlimit, etc)	\$ 10,000.00
Bioassay	\$ 5,000.00
SIU - Pretreatment	\$ 5,000.00
Annual CTR	\$ 5,000.00
Quarterly	\$ 2,000.00

The Board originally approved a blanket PO for the following at the beginning of FY 22/23

Lab Name	Types of samples	PO Approved
Caltest	Monthly, Quarterly	\$ 17,000.00
Enthalpy	Bioassay samples	\$ 5,000.00

Due to multiple factors this year, additional sampling types have been utilized to ensure compliance with the NPDES permit and troubleshooting activities. The prediction of these activities was accounted for in the original Blanket PO projection, towards a single vendor.

- Weekly samples – due to staffing shortages, jury duty etc. Weekly samples have been contracted out to Caltest. Normally, these are run internally in the VSD Laboratory. Laboratory staff project able to bring this back internally full-time in June once all training of new staff has been completed.
- Monthly samples – due to exceedances, troubleshooting efforts, and monitoring various conditions, the projected cost has increased. Additional analytes have been added for monitoring purposes to some locations that is beyond the NPDES requirements.
- Bioassay – due to exceedances resulting in additional sampling and the implementation of the TIE/TRE, funds towards Enthalpy has increased to accommodate. These funds are in the Budget GL account projections but not in the Blanket PO for a single vendor.

Enthalpy Expense Breakdown

PO addition Request = \$10,000

	Current Expense (as of Feb 2023)	Projected to End of FY	Difference
Bioassay Quarterly	\$ 2,850.00	\$ 4,850.00	\$ (2,000.00)
Bioassay TIE/TRE	\$ 7,600.00	\$ -	\$ (7,600.00)
Total	\$ 10,450.00	\$ 4,850.00	\$ (5,600.00)

**PO Request contains additional funds available for the TIE/TRE requirements if the State Water Boards require additional sampling events to move out of the TIE/TRE process.*

Caltest Expense Breakdown

PO addition Request = \$15,000

	Current Expense (as of Feb 2023)	Projected to End of FY	Difference
Weekly	\$ 11,968.70	\$ 17,233.20	\$ (5,264.50)
Monthly	\$ 8,723.60	\$ 15,857.90	\$ (7,134.30)
Quarterly	\$ 778.05	\$ 1,037.40	\$ (259.35)
Annual	\$ 2,648.75	\$ 2,648.75	\$ -
Total	\$ 24,119.10	\$ 36,777.25	\$ (12,658.15)



Valley Sanitary District

DATE: March 28, 2023

TO: Board of Directors

FROM: Ron Buchwald, Interim General Manager

SUBJECT: Authorize the Interim General Manager to Submit a Revised Invoice for Sewer Service Fees to the Forager Project, LLC for the Month of December 2022 Based on the Average Annual Equivalent Dwelling Unit (EDU) equation.

Suggested Action

Action

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

The fiscal impact to this report is \$51,864.78

Environmental Review

This is not a "project" as defined by CEQA guidelines. No further CEQA actions are needed.

Background

Forager samples Chemical Oxygen Demand (COD), Suspended Solids (SS), and flow monthly as part of the self-monitoring report. Forager is billed quarterly, and for Q4 2022, they submitted significantly elevated lab results in COD and SS, resulting in an invoice amount for December of \$285,910.52. Once Forager received their quarterly bill, they immediately contacted the District to request a re-evaluation of the submitted results and the charges. Forager provided a technical memo to help support the cause of the high-bias results. Due to the reporting period window, they indicated they could not retest to verify the results. After reviewing the last two (2) years of data, the District agrees that the evidence submitted supports the possibility of the deviation. Staff is requesting to use the previous calendar year of data as a weighted average for the month of December from \$285,910.52 to \$51,864.78, which is more representative of projected conditions. Attached to this report is the technical memo reviewed by staff from Forager. Staff acknowledges Forager's efforts in maintaining compliance with reporting and submissions and their corrective actions to demonstrate that this is an anomaly.

Recommendation

Staff recommends that the Board of Directors authorize the Interim General Manager to submit a revised invoice for sewer service fees to the Forager Project, LLC for the month of December 2022 based on the average annual Equivalent Dwelling Unit (EDU) equation.

Attachments

[Forager Project December 2022 Wastewater Technical Memo for Valley Sanitary - 2.22.2023.pdf](#)
[Forager Data.pdf](#)



82-355 Market Street
Indio, CA 92201

February 22nd, 2023

Forager Project Wastewater Memo – December 2022 Wastewater Results & Report

Background:

In late December 2022 and early January 2023, Forager Project asked Babcock Laboratories to send wastewater results for its facility at 82-355 Market Street in Indio, CA. The preliminary results are expected ~10 days after the sampling period and Babcock had agreed to provide full results 12-14 days after the sampling period at the latest. By mid-January, the team at Forager Project had still not received the results for December which were pulled on 12/2/2022.

At this point, Rob Lacy, head of QA at Forager Project, reached out to Shelia McGlown at Babcock Laboratories and asked about the delay and for the results to be immediately conveyed. Shelia apologized and cited the holidays for Babcock's delay and sent the December results on January 23rd, 2023. Rob responded on January 24th after looking at the report asking if the information was correct because the results were drastically higher than expected or previously observed. Shelia responded that they would retest the sample but did not elaborate whether there could be a mix up with the sample (not being Forager's) or when the sample was initially tested. It's Forager's understanding that the samples should be tested within 48 hours of collection, but we have not received any guarantees that this happened.

Ivan Monroy with Valley Sanitary reached out to Forager Project on January 23rd to remind them that their December report was due no later than January 25th. Rob reached out and indicated that there was a discrepancy that Forager could not explain that they were investigating what happened. Ivan instructed to turn in the report as is and to follow-up as Forager learned more. Ivan notified Ron Buchwald and Jannette Juarez of Forager's situation.

Rob reached out to Ivan and let him know that Forager was contesting the results on February 2nd and then asked him for a meeting on February 7th. Ivan let Rob know that he cannot actively participate in this part of the discussion but that he did engage Jeanette and Ron and that they would follow-up. Jeanette suggested a call. This call took place on February 15th. Attendees included, Jeanette Juarez, Ron Buchwald, and Anna Bell from Valley Sanitary District and Linda Pesl, Ted Leaman, and Rob Lacy from Forager Project.

Jeanette explained next steps and that a technical memo explaining what happened to the best of Forager's ability is required. Ron gave some additional background of Forager's past experiences and suggestions on how to prevent this type of recurrence in the future. Anna, while caveating that Valley Sanitary cannot make specific recommendations, did acknowledge challenges with Babcock Laboratories in the past. Anna and Ron recommended that we look for additional labs in the area but that they were unable to explicitly recommend specific labs. Jeanette reminded Forager Project that the onus is on them – that is the burden of proof and responsibility that comes with self-reporting.

Forager aligned that they would provide a technical memo to Valley Sanitary for their review and the board's review by the end of February.

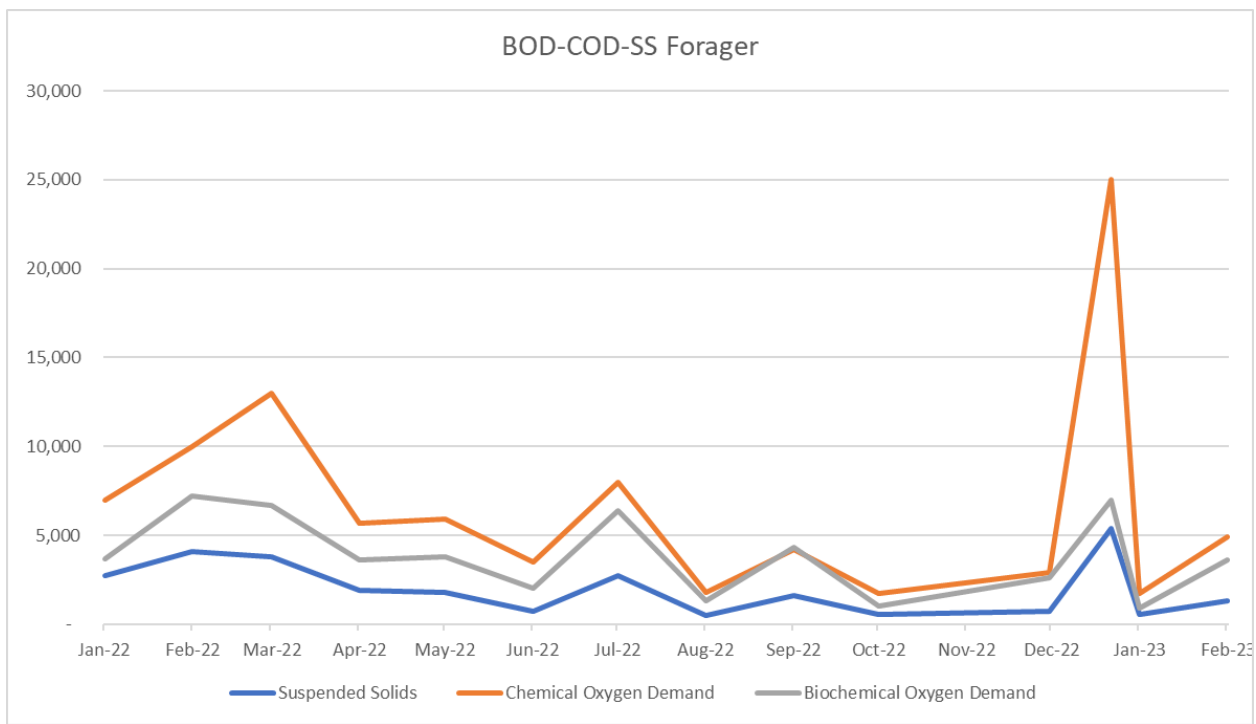


82-355 Market Street
Indio, CA 92201

Investigation:

Forager Project asked Babcock Laboratories to do an internal investigation of their procedures and to confirm the sample was indeed from the facility at 82-355 Market Street. Shelia followed up on February 2nd with Forager Project to let them know that they had retested the same sample and got similar results. However, no guarantees were made that the sample for sure came from Forager’s facility or that it was tested immediately or stored properly.

Linda Pesl from Forager looked at Forager’s rolling average for all results and for total spend each month over the course of 2022. The December report yielded drastically higher results than any other and a much higher spend of \$285,910.52. This number resulted from a COD reading that was completely abnormal. We trend our data and generally our SS, BOD, and COD numbers move together in consistent pattern. The COD spiked wildly in December and is not consistent with our normal pattern, as seen below.



We believe this may be because of sampling or testing issues at Babcock. Below is a table that outlines our historical trends for the year. We have good and “bad” months. But we learn from the bad months like February and March 2022. We instituted a process capturing excess solids from batching and production in totes and taking those to landfill. We did this as volume and flow have picked up and it seems to be working with the exception of December 2022.



82-355 Market Street
Indio, CA 92201

Wastewater Invoiced Month	Flow	Suspended Solids	Chemical Oxygen Demand	Biochemical Oxygen Demand	Valley Sanitation Invoice
Jan-22	31,320	2,700	7,000	3,700	\$41,993
Feb-22	37,217	4,100	10,000	7,200	\$71,510
Mar-22	41,455	3,800	13,000	6,700	\$92,831
Apr-22	38,879	1,900	5,700	3,600	\$41,184
May-22	41,405	1,800	5,900	3,800	\$44,225
Jun-22	40,624	730	3,500	2,000	\$24,833
Jul-22	49,270	2,700	8,000	6,400	\$81,042
Aug-22	72,888	460	1,800	1,300	\$29,776
Sep-22	74,859	1,600	4,200	4,300	\$69,948
Oct-22	64,447	550	1,700	1,000	\$26,456
Nov-22	70,106	740	2,900	2,600	\$42,586
Dec-22	64,448	5,400	25,000	7,000	\$285,910
Jan-23	92,278	520	1,700	900	\$28,347
Feb-23	70,000	1,300	4,900	3,600	\$68,437

We reviewed our production logs and our maintenance logs and did not find anything abnormal. We had normal yields for the day and week. We did not scrap a large amount of product or drain any tanks, etc. (which would be abnormal). If these results are indeed right, we would have anticipated losing the product or having terrible yields for the day.

Below is a table showing the products made each day of the month. We did not have any drastic loss during these productions.

Wastewater Invoiced Month	What products produced this date - all mass produced the prior day
Jan-22	Cultured: 5.3 Vanilla, 5.3 TJ SB, Sour Cream
Feb-22	Cultured: 5.3 Vanilla, YOS Apple Cinnamon, Sour Cream
Mar-22	Cultured: 24oz Plain, 5.3 vanilla & peach
Apr-22	Cultured: 24oz Vanilla, 5.3 Vanilla & Peach, sour cream
May-22	Cultured: 24oz Plain & Vanilla, 5.3 vanilla & Peach, sour cream
Jun-22	Cultured: 24oz Plain & Vanilla, 5.3 Plain & Vanilla, Made Sour Cream Mass (Saturday fill)
Jul-22	Cultured: 24oz Plain & Vanilla, 5.3 vanilla & TJ SB -made culture mass (Saturday fill)
Aug-22	Cultured: 24oz Plain, 5.3 vanilla & Plain
Sep-22	Cultured: 5.3 TJ SB, 24oz unsweetened vanilla, sour cream
Oct-22	Cultured: 24oz Vanilla, Unsweet Vanilla
Nov-22	Cultured: 5.3 TJ Vanilla, sour cream
Dec-22	Cultured: 5.3 TJ Vanilla, Unsweetened Vanilla



82-355 Market Street
Indio, CA 92201

Jan-23	Cultured: 5.3TJ Vanilla & peach, Kids Sour Cream
Feb-23	Cultured: 5.3TJ SB, Unsweetened Vanilla

Additionally, our sanitation and CIP records are normal. No excess chemicals were used or flushed, nor are they missing from inventory.

Our sampling is always done on a Thursday at the beginning of the month. We tend to run higher volumes that day and at the beginning of the month. Our facility does not generally produce over the weekend. Thus, the result which we believe is erroneous, would still not be indicative of what we're doing on an average day during the month.

Corrective Actions

- Forager Project is exploring other qualified/certified labs besides Babcock
- Forager Project has again instituted a mandatory preliminary data reporting deadline for Babcock 10 days from sampling. We will follow-up on day 11.
- Forager Project will run a second test should the first set of results appear to be inaccurate and report all information for all testing run to Valley Sanitary
- Forager Project will continue to investigate ways to reduce solids, BOD, and COD in wastewater
- Forager Project will continue to test on normal run days at beginning of the month

Conclusion

The team at Forager Project sincerely believes something occurred during the sampling process for the month of December. We had to push to get the results which arrived over a month late with no explanation and after we could test again. In light of this experience, we will be working towards corrective actions listed above. In full transparency, we cannot afford to spend \$286,000 a month on wastewater, nor would we feel good about expending that kind of waste into the environment.

Please let us know if you have additional questions or concerns.

Thank you,

Robert Lacy; VP of R&D & QA at Forager Project, LLC

2/22/2023

	COD	SS	Invoice
Jan-22	7,000.00	2,700.00	\$ 41,993.21
Feb-22	10,000.00	4,100.00	\$ 75,510.24
Mar-22	13,000.00	3,800.00	\$ 92,830.76
Apr-22	5,700.00	1,900.00	\$ 41,183.52
May-22	5,900.00	1,800.00	\$ 44,224.65
Jun-22	3,500.00	730.00	\$ 24,833.44
Jul-22	8,000.00	2,700.00	\$ 81,402.33
Aug-22	1,800.00	460.00	\$ 29,531.34
Sep-22	4,200.00	1,600.00	\$ 69,960.34
Oct-22	1,700.00	550.00	\$ 26,456.48
Nov-22	2,900.00	740.00	\$ 42,586.27
Total	63,700.00	21,080.00	\$ 570,512.57
Average	5,790.91	1,916.36	\$ 51,864.78
Anomaly	25,000.00	5,400.00	\$ 285,910.52



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Jeanette Juarez, Chief Administrative Officer
SUBJECT: Discuss Proposition 218 Notice and Additional Opportunities to Educate Ratepayers of Proposed Rate Changes

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 4: Increase Community Understanding and Support

Fiscal Impact

There is no fiscal impact to this report.

Environmental Review

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

Background

On March 14, 2023, at the regular Board of Directors meeting, the Board of Directors approved the Notice of Public Hearing set for Tuesday, May 23, 2023. The Public Hearing will be held to consider the proposed rates described in the Proposition 218 notice mailed to property owners of record within the District's service area. Attached to this report is the sample Proposition 218 notice.

Staff requests guidance from the Board of Directors regarding public outreach of the rate study, proposed rates, Proposition 218 notices, and upcoming public hearings. Staff would like direction and support in acquiring marketing services to facilitate communication of the forthcoming changes and the benefits the changes will provide the District's ratepayers. The Board of Directors is committed to transparency and regular communication with its constituents. Hiring a marketing firm that can increase awareness and provide communication through multiple mediums will assist in reaching as many customers as possible beyond Proposition 218 notice requirements. The marketing consultant

service can use email, webinars, blogs, demo videos, social media posts, and more to communicate the upcoming changes and benefits. The cost of doing business is increasing across many industries. Customers are typically more understanding when informed of the "why" behind changes and told in advance. The marketing consultant will tailor the communications to help customers understand why these changes are necessary and the short and long-term benefits to the community.

Recommendation

Staff recommends that the Board of Directors discuss the Proposition 218 Notice and additional opportunities to educate ratepayers of the proposed rate changes and provide direction.

Attachments

[Prop 218 Notice 2023.docx](#)



45-500 Van Buren Street
Indio, CA 92201

Notice of Public Hearing Proposed Sewer Rates

Date: May 23, 2023

Time: 1:00 p.m.

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

All members of the public are welcome to participate in the public hearing. At the hearing, the Board will hear all comments from the public and consider written comments and protests. After the hearing, if the number of protests represents a majority of parcels, the Board will not impose the proposed rates. If the protests do not represent a majority of parcels, the Board may adopt the proposed rates.

If adopted, the new rates will become effective July 1, 2023, with increases each July 1 through and including July 1, 2027.

For more information, call 760-238-5400.

Aviso de Audiencia Pública Tarifas de alcantarillado propuestas

Fecha: May 23, 2023

Hora: 1:00 p.m.

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

Todos los miembros del público son bienvenidos a participar en la audiencia pública. En la audiencia, la Junta escuchará todos los comentarios del público y considerará los comentarios escritos y las protestas. Después de la audiencia, si el número de protestas representa la mayoría de las parcelas, la Junta no impondrá las tarifas propuestas. Si las protestas no representan la mayoría de las parcelas, la Junta puede adoptar las tarifas propuestas.

Si se adoptan, las nuevas tarifas entrarán en vigencia el 1 de julio de 2023, con aumentos cada 1 de julio hasta el 1 de julio de 2027.

Why is a rate increase needed?

At least once every five years, VSD reviews its costs and customer profile to identify what its operating, maintenance, and future costs are and how those costs need to be allocated fairly in proportion to each customer type. The rates are being updated to reflect the current cost of collecting, treating, reusing, and discharging wastewater and its byproducts as well as plan for infrastructure needed to meet future regulatory and permit requirements.

While VSD strives to control costs, plan for future needs, and provide a high level of service to its customers, increasing costs, replacement of aging infrastructure, and changing regulatory demands require increased funding.

As part of its commitment to transparency, responsibility, integrity, and diversity, the Board of Directors is providing this information, in both English and Spanish, to educate the community and seek input that can be used to make the best decision for VSD and its ratepayers.

A copy of the rate study is available at the District office and on the District's website at www.valley-sanitary.org.

Para obtener más información, llame al 760-238-5400.

¿Por Qué Es Necesario Un Aumento De Tarifas?

Al menos una vez cada cinco años, VSD revisa sus costos y el perfil del cliente para identificar cuáles son sus costos operativos, de mantenimiento y futuros y cómo esos costos deben asignarse de manera justa en proporción a cada tipo de cliente. Las tarifas se están actualizando para reflejar el costo actual de recolectar, tratar, reutilizar y descargar aguas residuales y sus subproductos, así como planificar la infraestructura necesaria para cumplir con los futuros requisitos reglamentarios y de permisos.

Mientras VSD se esfuerza por controlar los costos, planificar las necesidades futuras y proporcionar un alto nivel de servicio a sus clientes, el aumento de los costos, el reemplazo de la infraestructura obsoleta y las cambiantes demandas regulatorias requieren una mayor financiación.

Como parte de su compromiso con la transparencia, la responsabilidad, la integridad y la diversidad, la Junta Directiva proporciona esta información, tanto en inglés como en español, para educar a la comunidad y buscar información que pueda usarse para tomar la mejor decisión para VSD y sus contribuyentes.

Una copia del estudio está disponible en la oficina del Distrito y en el sitio web del Distrito www.valley-sanitary.org.

Critical Infrastructure Projects Proyectos de Infraestructura Crítica



Recycled Water – Phase I

Agua reciclada – Fase I



Collection System Rehab – Phase I

Rehabilitación del sistema de cobro – Fase I



Influent Pump Station Rehab

Rehabilitación de la estación de bombeo de afluentes

Proposed Annual Sewer Rate Schedule July 1, 2023 – June 30, 2028

Programa anual propuesto de tarifas de alcantarillado 1 de julio de 2023 - 30 de junio de 2028

Annual Sewer Rate Schedule	Current	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28
Programa Anualde Tarifas de Alcantarillado	Ahora					
Fixed Service Charges (Cargo Por Servicio Fijo)						
Residential		Rates Per EDU or Account				
Single-Family Residential (Unifamiliar)	\$385.56	\$591.82	\$798.96	\$1,078.60	\$1,294.32	\$1,488.47
Multi-Family Residential (Multifamilia)	\$168.75	\$269.26	\$363.50	\$490.73	\$588.88	\$677.21
Mobile Home (Casas Moviles)	\$203.94	\$300.49	\$405.66	\$547.64	\$657.17	\$755.75
RV Park (Parque RV)	\$158.91	\$228.25	\$308.14	\$415.99	\$499.19	\$574.07
Non-Residential		Rates Per EDU				
Commercial - Low Strength (Baja Resistencia)	\$223.91	\$355.34	\$479.71	\$647.61	\$777.13	\$893.70
Commercial - High Strength (Alta Resistencia)	\$682.88	\$1,076.04	\$1,452.65	\$1,961.08	\$2,353.30	\$2,706.30
Volumetric Rate (Tasa Volumetrica)						
Residential		\$/HCF - Average Winter Water Consumption (\$ por hcf consumo medio de agua en invierno)				
Single-Family Residential (Unifamiliar)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Multi-Family Residential (Multifamilia)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Mobile Home (Casas Moviles)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Non-Residential		\$/HCF - Annual Water Consumption (\$/hcf del consume de agua anualizado)				
RV Park (Parque RV)	\$1.23	\$1.77	\$2.39	\$3.23	\$3.88	\$4.46
Commercial - Low Strength (Baja Resistencia)	\$0.99	\$1.57	\$2.12	\$2.86	\$3.43	\$3.94
Commercial - High Strength (Alta Resistencia)	\$2.25	\$3.55	\$4.79	\$6.47	\$7.76	\$8.92

How are the rates determined?

Wastewater rates include both fixed and volumetric charges. Approximately 70% of wastewater collection and treatment costs are fixed and include operation and maintenance of the collection system and treatment plant as well as the capital improvements needed to maintain these systems and meet permit requirements.

Single-Family, Multi-Family, and Timeshare units are charged based on equivalent dwelling units, while Mobile Home and RV Parks are charged based on the number of lots.

The revenue requirement for each customer class is determined by multiplying the total revenue requirements by allocation factors specific to each customer class, including the estimated effluent volume, effluent strength, and the total number of accounts.

Effluent strength is measured by two factors: biochemical oxygen demand and total suspended solids. While residential customers are assumed to have “normal” strength effluent, commercial customers are assigned to either low/medium-strength or high-strength categories. High-strength commercial customers, who have higher treatment plant costs, have correspondingly higher charges.

Volumetric charges for Single-Family, Multi-Family, and Mobile Home customers are calculated based on each customer's *average winter water consumption*. For RV parks and non-residential customers, the volumetric charge will be based on *annual water consumption*. That volume is then multiplied by the volumetric rate for each customer class.

Cómo se determinan las tarifas?

Las tarifas de aguas residuales incluyen cargos fijos y volumétricos. Aproximadamente el 70% de los costos de recolección y tratamiento de aguas residuales son fijos e incluyen la operación y mantenimiento del sistema de recolección y la planta de tratamiento, así como las mejoras de capital necesarias para mantener los sistemas y cumplir con los requisitos de el permiso.

Las unidades unifamiliares, multifamiliares y de tiempo compartido se cobran en función de las unidades de vivienda equivalentes, mientras que los parques de casas móviles y parques RV se cobran según la cantidad de lotes.

El requisito de ingresos para cada clase de cliente se determina multiplicando los requisitos de ingresos totales por factores de asignación específicos para cada clase de cliente, incluido el volumen de efluente estimado, la fuerza del efluente y el número total de cuentas.

La fuerza del efluente se mide por dos factores: la demanda bioquímica de oxígeno y el total de sólidos en suspensión. Se supone que los clientes residenciales tienen efluentes de intensidad “normal”, los clientes comerciales se asignan a categorías de intensidad baja / media o alta. Los clientes comerciales de gran fuerza, que tienen costos de planta de tratamiento más altos, tienen tarifas correspondientemente más altas.

Los cargos volumétricos para los clientes de casas unifamiliares, multifamiliares y casas móviles se calculan en función del consumo promedio de agua en invierno de cada cliente en función de uso de agua. Para los parques RV y los clientes no residenciales, el cargo volumétrico se basará en el consumo anual de agua. Luego, ese volumen se multiplica por la tasa volumétrica para cada clase de cliente.

How to voice your opinion:

The property owner of record or tenant may submit to the District a written protest on the proposed rate increase. It must be received at or before the time set for the public hearing.

Protests must contain the following information:

- ✓ a description of the property (parcel #);
- ✓ state if you are the property owner of record or tenant; and
- ✓ the parcel owner's or tenant's signature.

The Board will count only one written protest per parcel. If the protests represent a majority of parcels, the Board will not impose the increase. If there is no majority protest, the Board may vote to adopt the proposed rates.

Mail or deliver written protests to:

Board of Directors, Valley Sanitary District
45-500 Van Buren Street, Indio, CA 92201

Cómo expresar tu opinión:

El dueño de la propiedad registrado o el inquilino puede presentar al Distrito una protesta por escrito sobre el aumento de tarifa propuesta. Debe recibirse en o antes de la hora fijada para la audiencia pública. Las protestas deben contener la siguiente información:

- ✓ una descripción de la propiedad (número de parcela);
- ✓ si usted es el propietario registrado o el inquilino; y
- ✓ la firma del propietario o inquilino de la parcela.

La Junta presentará una protesta por escrito por parcela. Si las protestas representan la mayoría de las parcelas, la Junta no impondrá el aumento. Si no hay una protesta mayoritaria, la Junta puede votar para adoptar las tarifas propuestas. Envíe o entregue las protestas por escrito a:

Board of Directors, Valley Sanitary District,



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Ron Buchwald, Interim General Manager
SUBJECT: Nominate a Representative from VSD to the CSDA Board of Directors - Seat C Southern Network

Suggested Action

Approve

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

If appointed, the cost is approximately \$2,500 to cover the travel costs to attend the Board meetings in Sacramento.

Environmental Review

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

Background

Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee for election to the CSDA Board of Directors. Representatives are expected to do the following.

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento. (CSDA reimburses directors for their related expenses for board and committee meetings as outlined in board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the Spring, and the CSDA Annual Conference - held in the Fall. (CSDA does not reimburse travel related expenses for the two conferences even if a board or committee meeting is held in conjunction with the event; however, registration fees are covered)
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected. (CSDA does not reimburse expenses for the academy classes even if a board or committee meeting is held in conjunction with the event).

A copy of the member district's resolution or minute action along with the Candidate Information Sheet must accompany the Nomination Form. The deadline for receiving nomination applications is April 6, 2023. Nominations and supporting documentation may be mailed or emailed. CSDA will open electronic voting on June 5, 2023. All vote must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board members will be introduced at the Annual Conference in Monterey, CA in August 2023.

Recommendation

Staff recommends that the Board of Directors nominate a representative from VSD to the CSDA Board of Directors - Seat C Southern Network.

Attachments

[CSDA Call for Nominations Packet.pdf](#)



**California Special
Districts Association**

Districts Stronger Together

2023 FEB 3 2:23 PM

DATE: January 30, 2023
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2024 - 2026 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations for the Northern, Sierra, Coastal and Southern Networks is April 6, 2023. Where there is no incumbent running in the Bay Area and Central Networks the deadline for receiving nominations is April 17, 2023. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023. The successful candidates will be notified no later than July 18, 2023. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2023.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat C – Fred Ryness, Burney Water District*
Sierra Network	Seat C – Pete Kampa, Groveland Community Services District*
Bay Area Network	Seat C – <i>Vacant</i>
Central Network	Seat C – Steve Perez, GM, Rosamond Community Services District
Coastal Network	Seat C – Vince Ferrante, Moss Landing Harbor District*
Southern Network	Seat C – Arlene Schafer, Costa Mesa Sanitary District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 5, 2023. All votes must be received through the system no later than 5:00 p.m. July 14, 2023.

Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@csda.net by April 6, 2023 in order to ensure that you will receive a paper ballot on time.

CSDA will mail paper ballots on June 5, 2023 per district request only.

If you have any questions, please contact Amber Phelen at amberp@csda.net.



2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

March 31, 2023 at 5:00 p.m.



DISTRICT NETWORKS





Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Ron Buchwald, Interim General Manager
SUBJECT: Discussion of Proposed Letter to Indian Palms Residents Regarding Proposed Rate Increase For Sewer Services and Provide Direction To Staff

Suggested Action

Discussion

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

There is no fiscal impact to this report.

Environmental Review

Not applicable, this is not a project as defined by the California Environmental Quality Act (CEQA).

Background

At the Regular Board of Directors Meeting On March 14, 2023, Director Teague shared a letter he drafted to the Indian Palms residents regarding a proposed rate increase for sewer services as a medium to increase outreach to the proposed new rates. The communication letter will include the Notice of Public Hearing for the proposed rates scheduled for May 23, 2023, and a copy of the Proposition 218 notice. This communication letter is an additional medium the District will use to create awareness and outreach to its customers. The letter outlines why the rate changes are necessary and allows customers to provide feedback.

Staff is requesting direction from the Board of Directors regarding the communication letter and distribution of the letter.

Recommendation

Staff recommends that the Board of Director's review he letter drafted by Director Teague and provide addressed to the Indian Palms Residents and provide direction.

Attachments

[6.8 Attachement B NOTICE OF PUBLIC HEARING ON RATES 2024-2029.doc](#)

[6.8 Attachment C Prop 218 Notice 2023 PDF.pdf](#)

[Teague Indian Palms Letter.docx](#)

**NOTICE OF PUBLIC HEARING
VALLEY SANITARY DISTRICT
PROPOSED NEW RATES FOR SEWER SERVICES**

On Tuesday, May 23, 2023, the Valley Sanitary District Board of Directors will hold a public hearing to consider the proposed rate described in the Proposition 218 Notice mailed to property owners of record within the District's service area.

The hearing will begin at 1:00 p.m. in the Valley Sanitary District Boardroom located at 45-500 Van Buren Street, Indio, CA 92201.

How to protest the proposed new rate:

Under Proposition 218, the property owner of record or a tenant may submit a written protest against the proposed rate increase to the District at or before the time set for the public hearing.

Protests should contain the following information: (1) a description of the property, such as the assessor's parcel number; (2) whether you are the property owner of record or a tenant; and (3) the parcel owner's or tenant's signature. One written protest per parcel will be counted.

Please mail written protests to:

Board of Directors
Valley Sanitary District
45-500 Van Buren Street
Indio, CA 92201

Or you can deliver your protest to the Clerk of the Board at the same address, Monday – Friday between the hours of 8:00 a.m. and 5:00 p.m. Written protests **must be received** by Valley Sanitary District no later than 1:00 p.m. on Tuesday, May 23, 2023. Electronically submitted protests will not be accepted.

The Board of Directors will consider all protests against the proposed increase. If written protests against the proposed increase are presented by the majority of property owners, the Board of Directors will not impose the increase. If there is no majority protest, the District Board of Directors may vote to adopt the proposed rates for sewer services, which will become effective as of July 1, 2023.

Proposed Annual Sewer Rate Schedule July 1, 2023 – June 30, 2028
Programa anual propuesto de tarifas de alcantarillado 1 de julio de 2023 - 30 de junio de 2028

Annual Sewer Rate Schedule	<i>Current</i>	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27	FY 2027/28
Programa Anualde Tarifas de Alcantarillado	<i>Ahora</i>					
Fixed Service Charges (Cargo Por Servicio Fijo)						
Residential		Rates Per EDU or Account				
Single-Family Residential (Unifamiliar)	\$385.56	\$591.82	\$798.96	\$1,078.60	\$1,294.32	\$1,488.47
Multi-Family Residential (Multifamilia)	\$168.75	\$269.26	\$363.50	\$490.73	\$588.88	\$677.21
Mobile Home (Casas Moviles)	\$203.94	\$300.49	\$405.66	\$547.64	\$657.17	\$755.75
RV Park (Parque RV)	\$158.91	\$228.25	\$308.14	\$415.99	\$499.19	\$574.07
Non-Residential		Rates Per EDU				
Commercial - Low Strength (Baja Resistencia)	\$223.91	\$355.34	\$479.71	\$647.61	\$777.13	\$893.70
Commercial - High Strength (Alta Resistencia)	\$682.88	\$1,076.04	\$1,452.65	\$1,961.08	\$2,353.30	\$2,706.30
Volumetric Rate (Tasa Volumetrica)						
Residential		\$/HCF - Average Winter Water Consumption (\$ por hcf consumo medio de agua en invierno)				
Single-Family Residential (Unifamiliar)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Multi-Family Residential (Multifamilia)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Mobile Home (Casas Moviles)	\$1.10	\$1.69	\$2.29	\$3.09	\$3.71	\$4.27
Non-Residential		\$/HCF - Annual Water Consumption (\$/hcf del consume de agua anualizado)				
RV Park (Parque RV)	\$1.23	\$1.77	\$2.39	\$3.23	\$3.88	\$4.46
Commercial - Low Strength (Baja Resistencia)	\$0.99	\$1.57	\$2.12	\$2.86	\$3.43	\$3.94
Commercial - High Strength (Alta Resistencia)	\$2.25	\$3.55	\$4.79	\$6.47	\$7.76	\$8.92

1 HCF = 748 Gallons of Water

How are the rates determined?

Wastewater rates include both fixed and volumetric charges. Approximately 70% of wastewater collection and treatment costs are fixed and include operation and maintenance of the collection system and treatment plant as well as the capital improvements needed to maintain these systems and meet permit requirements.

Single-Family, Multi-Family, and Timeshare units are charged based on equivalent dwelling units, while Mobile Home and RV Parks are charged based on the number of lots.

The revenue requirement for each customer class is determined by multiplying the total revenue requirements by allocation factors specific to each customer class, including the estimated effluent volume, effluent strength, and the total number of accounts.

Effluent strength is measured by two factors: biochemical oxygen demand and total suspended solids. While residential customers are assumed to have “normal” strength effluent, commercial customers are assigned to either low/medium-strength or high-strength categories. High-strength commercial customers, who have higher treatment plant costs, have correspondingly higher charges.

Volumetric charges for Single-Family, Multi-Family, and Mobile Home customers are calculated based on each customer’s *average winter water consumption*. For RV parks and non-residential customers, the volumetric charge will be based on *annual water consumption*. That volume is then multiplied by the volumetric rate for each customer class.

Cómo se determinan las tarifas?

Las tarifas de aguas residuales incluyen cargos fijos y volumétricos. Aproximadamente el 70% de los costos de recolección y tratamiento de aguas residuales son fijos e incluyen la operación y mantenimiento del sistema de recolección y la planta de tratamiento, así como las mejoras de capital necesarias para mantener los sistemas y cumplir con los requisitos de el permiso.

Las unidades unifamiliares, multifamiliares y de tiempo compartido se cobran en función de las unidades de vivienda equivalentes, mientras que los parques de casas móviles y parques RV se cobran según la cantidad de lotes.

El requisito de ingresos para cada clase de cliente se determina multiplicando los requisitos de ingresos totales por factores de asignación específicos para cada clase de cliente, incluido el volumen de efluente estimado, la fuerza del efluente y el número total de cuentas.

La fuerza del efluente se mide por dos factores: la demanda bioquímica de oxígeno y el total de sólidos en suspensión. Se supone que los clientes residenciales tienen efluentes de intensidad "normal", los clientes comerciales se asignan a categorías de intensidad baja / media o alta. Los clientes comerciales de gran fuerza, que tienen costos de planta de tratamiento más altos, tienen tarifas correspondientemente más altas.

Los cargos volumétricos para los clientes de casas unifamiliares, multifamiliares y casas móviles se calculan en función del consumo promedio de agua en invierno de cada cliente en función de uso de agua. Para los parques RV y los clientes no residenciales, el cargo volumétrico se basará en el consumo anual de agua. Luego, ese volumen se multiplica por la tasa volumétrica para cada clase de cliente.

How to voice your opinion:

The property owner of record or tenant may submit to the District a written protest on the proposed rate increase. It must be received at or before the time set for the public hearing.

Protests must contain the following information:

- ✓ a description of the property (parcel #);
- ✓ state if you are the property owner of record or tenant; and
- ✓ the parcel owner's or tenant's signature.

The Board will count only one written protest per parcel. If the protests represent a majority of parcels, the Board will not impose the increase. If there is no majority protest, the Board may vote to adopt the proposed rates. Mail or deliver written protests to:

Board of Directors, Valley Sanitary District
45-500 Van Buren Street, Indio, CA 92201

Cómo expresar tu opinión:

El dueño de la propiedad registrado o el inquilino puede presentar al Distrito una protesta por escrito sobre el aumento de tarifa propuesta. Debe recibirse en o antes de la hora fijada para la audiencia pública. Las protestas deben contener la siguiente información:

- ✓ una descripción de la propiedad (número de parcela);
- ✓ si usted es el propietario registrado o el inquilino; y
- ✓ la firma del propietario o inquilino de la parcela.

La Junta presentará una protesta por escrito por parcela. Si las protestas representan la mayoría de las parcelas, la Junta no impondrá el aumento. Si no hay una protesta mayoritaria, la Junta puede votar para adoptar las tarifas propuestas. Envíe o entregue las protestas por escrito a:

Board of Directors, Valley Sanitary District,
45-500 Van Buren Street, Indio, CA 92201.

Why is a rate increase needed?

At least once every five years, VSD reviews its costs and customer profile to identify what its operating, maintenance, and future costs are and how those costs need to be allocated fairly in proportion to each customer type. The rates are being updated to reflect the current cost of collecting, treating, reusing, and discharging wastewater and its byproducts as well as plan for infrastructure needed to meet future regulatory and permit requirements.

While VSD strives to control costs, plan for future needs, and provide a high level of service to its customers, increasing costs, replacement of aging infrastructure, and changing regulatory demands require increased funding.

As part of its commitment to transparency, responsibility, integrity, and diversity, the Board of Directors is providing this information, in both English and Spanish, to educate the community and seek input that can be used to make the best decision for VSD and its ratepayers.

A copy of the rate study is available at the District office and on the District's website at www.valley-sanitary.org.

¿Por Qué Es Necesario Un Aumento De Tarifas?

Al menos una vez cada cinco años, VSD revisa sus costos y el perfil del cliente para identificar cuáles son sus costos operativos, de mantenimiento y futuros y cómo esos costos deben asignarse de manera justa en proporción a cada tipo de cliente. Las tarifas se están actualizando para reflejar el costo actual de recolectar, tratar, reutilizar y descargar aguas residuales y sus subproductos, así como planificar la infraestructura necesaria para cumplir con los futuros requisitos reglamentarios y de permisos.

Mientras VSD se esfuerza por controlar los costos, planificar las necesidades futuras y proporcionar un alto nivel de servicio a sus clientes, el aumento de los costos, el reemplazo de la infraestructura obsoleta y las cambiantes demandas regulatorias requieren una mayor financiación.

Como parte de su compromiso con la transparencia, la responsabilidad, la integridad y la diversidad, la Junta Directiva proporciona esta información, tanto en inglés como en español, para educar a la comunidad y buscar información que pueda usarse para tomar la mejor decisión para VSD y sus contribuyentes.

Una copia del estudio está disponible en la oficina del Distrito y en el sitio web del Distrito www.valley-sanitary.org.

Critical Infrastructure Projects ∞ Proyectos de Infraestructura Crítica



Recycled Water – Phase I

Agua reciclada – Fase I



Collection System Rehab – Phase I

Rehabilitación del sistema de cobro – Fase I



Influent Pump Station Rehab

Rehabilitación de la estación de bombeo de afluentes



45-500 Van Buren Street
Indio, CA 92201

Notice of Public Hearing Proposed Sewer Rates

Date: May 23, 2023

Time: 1:00 p.m.

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

All members of the public are welcome to participate in the public hearing. At the hearing, the Board will hear all comments from the public and consider written comments and protests. After the hearing, if the number of protests represents a majority of parcels, the Board will not impose the proposed rates. If the protests do not represent a majority of parcels, the Board may adopt the proposed rates.

If adopted, the new rates will become effective July 1, 2023, with increases each July 1 through and including July 1, 2027.

For more information, call 760-238-5400.

Aviso de Audiencia Pública Tarifas de alcantarillado propuestas

Fecha: May 23, 2023

Hora: 1:00 p.m.

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

Todos los miembros del público son bienvenidos a participar en la audiencia pública. En la audiencia, la Junta escuchará todos los comentarios del público y considerará los comentarios escritos y las protestas. Después de la audiencia, si el número de protestas representa la mayoría de las parcelas, la Junta no impondrá las tarifas propuestas. Si las protestas no representan la mayoría de las parcelas, la Junta puede adoptar las tarifas propuestas.

Si se adoptan, las nuevas tarifas entrarán en vigencia el 1 de julio de 2023, con aumentos cada 1 de julio hasta el 1 de julio de 2027. Para obtener más información, llame al 760-238-5400.

Dear Property Owner:

I am William Teague, Director, serving on the Board that governs Valley Sanitary District (VSD or District). VSD is the entity that developed and maintains your wastewater treatment plant and almost 260 miles of sewer mains. I am the Director serving Division E which includes Indian Palms Country Club. I have been affiliated with the District the better part of six decades serving as the General Manager for thirty years and now serving on the Board of Directors since 1991. My current term expires December 2024, after which I am not considering another term.

Currently, the district is facing a plethora of needed and required capital improvements. All of which requires substantial outlays of monies that will be paid by District property owners less government grants.

- Much of the downtown area has pipelines approaching 100 years of age. They remain serviceable but in certain areas the pipe has deteriorated requiring substantial maintenance, relining, or replacement.
- The influent pump station that receives the entire flow of sewage at the treatment plant headworks has deteriorated and is now being renovated.
- Located near the west end of Avenue 46 is an inverted sewer siphon that was buried under the Whitewater Channel but unearthed and destroyed during the flood in February 2019.

Each of these projects require millions of dollars to complete and are vital to ensure the continuing operation of the facilities required to collect, treat, and dispose of the wastewater (sewage) throughout the District.

Four years ago, the District initiated a study to determine the practicality of transforming the current treatment plant (which currently treats the sewage to secondary standards) to move on to either partial or full-scale tertiary treatment. There are various levels of treatment depending on the use of the water. Meeting the requirements for replenishment of the aquifer is very costly. A reverse osmosis system is the preferred treatment method and very expensive not only to build but to operate.

This treatment facility belongs to You the property owners, and I urge each of you to become more directly informed as the District moves forward with the required capital improvements.

William Teague, Director
Valley Sanitary District



Valley Sanitary District

DATE: March 28, 2023
TO: Board of Directors
FROM: Holly Gould, Clerk of the Board
SUBJECT: Draft Minutes of the Community Engagement Meeting - March 21, 2023

Suggested Action

Discuss

Strategic Plan Compliance

GOAL 6: Improve Planning, Administration and Governance

Fiscal Impact

There is no fiscal impact from this report.

Environmental Review

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

Background

Attached are the draft minutes of the Community Engagement Committee meeting held on March 21, 2023.

Recommendation

Staff recommends that the Board receive an update from the Community Engagement Committee members.

Attachments

[21 Mar 2023 Meeting Minutes.edited.doc](#)

**VALLEY SANITARY DISTRICT
COMMUNITY ENGAGEMENT COMMITTEE
REGULAR MEETING MINUTES**

March 21, 2023

A meeting of the Valley Sanitary District (VSD) Community Engagement Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, March 21, 2023.

1. CALL TO ORDER

Committee Member Scott Sear called the meeting to order at 1:01 p.m.

2. ROLL CALL

Directors Present:
Chairperson Scott Sear
Committee Member Mike Duran

Staff Present:
Ron Buchwald, Interim General Manager; Holly Gould, Clerk of the Board; Jeanette Juarez, Chief Administrative Officer; and Dave Commons, Chief Operations Officer

Guest Present:
Gloria Franz, Coachella Valley History Museum
Andres Coronal, Desert Recreation Foundation

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

Please notify the Secretary before the meeting if you wish to speak on a non-hearing item.
None.

5. DISCUSSION / ACTION ITEMS

5.1 Approve Minutes for January 17, 2023, Community Engagement Committee

Committee member Duran motioned to approve the minutes of the Community Engagement Committee held on January 17, 2023. Chairperson Sear seconded the motion.

5.2 Discuss Talking Points for Visit to Sacramento to Meet with State Legislatures

On March 22, 2023, President Canero, Secretary/Treasurer Sear, and Dave Commons, Chief Operations Officer, will be meeting with representatives from Townsend Public Affairs and State legislators in Sacramento, CA, to advocate for two of the Districts' upcoming projects,

the Recycled Water Project and the Lystek Biosolids Conversion Project. The Committee reviewed the itinerary and the brochures that will be handed out during the meetings.

5.3 Discuss Proposition 218 Notice and Additional Opportunities to Educate Ratepayers of Proposed Rate Changes

Staff requested guidance from the Committee regarding public outreach for the rate study, proposed rates, Proposition 218 notices, and upcoming public hearings. The Committee discussed doing the marketing and outreach in-house versus hiring a consultant. The Committee directed staff to create a scope of work for a special outreach project and obtain quotes from marketing consultants. This item will be presented to the board on March 28, 2023. Chairperson Sear recommended holding a special board meeting in the evening to make it more accessible to the public that works during the day.

5.4 Presentation by Coachella Valley History Museum

Gloria Franz of the Coachella Valley History Museum gave an update on the installation of the VSD exhibit. Gloria stated that additional signage needed for the exhibit would be completed this week. She also suggested that the District provide rack cards instead of a letter-size handout. The exhibit will be added to the docent tour and handbook, and she would like to do a practice run with Staff and the Board before the exhibit goes live.

5.5 Presentation by Desert Recreation Foundation

Andres Coronal of the Desert Recreation Foundation gave an update on the Bowling Fundraiser. He stated that they implemented the "Muni Cup" for the team that takes first place and was able to get more local government to participate, with all lanes being spoken for. So far, the fundraiser has raised over \$15,000. Andres also informed the Committee of another sponsorship opportunity coming in May. The Dueling Pianos fundraiser will be held at the Coachella Valley History Museum. The Committee will bring this item before the entire board in April.

6. **COMMITTEE MEMBER ITEMS**

Chairperson Sear stated that he attended the grand opening of Congressman Calvert's Palm Desert office. He noted the event was fun and interesting. He suggested having a gift, such as a hat, mug, or umbrella, that can be given for these types of events. Chairperson Sear also stated that he attended an event with La Quinta Rotary and would like to set up a plant tour for some rotary members for the beginning of April.

7. **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 2:55 p.m. The next regular committee meeting will be on May 16, 2023.

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