



Board of Directors Regular Meeting
Tuesday, February 8, 2022 at 1:00 PM
Valley Sanitary District Board Room
45-500 Van Buren Street, Indio, CA 92201

Valley Sanitary District will be open to the public and Board Meetings will be conducted in person and remotely through Zoom in compliance with Government Code Section 54953(e) (AB 361).

**Members of the public may view and participate in meeting via the following
Zoom link: <https://us06web.zoom.us/j/89896569544> Meeting ID: 898 9656 9544**

The District has limited seating available on a first-come, first-served basis. Members of the public will be required to comply with the California Department of Health Guidance for the Use of Face Coverings which requires masks to be worn in all indoor public settings, irrespective of vaccine status, through February 15, 2022.

Consistent with Government Code Section 54953(e) (Assembly Bill 361), members of the Valley Sanitary District Board of Directors and District Staff are permitted to attend the meeting by teleconference and such teleconference locations are not accessible to the public and are not subject to special posting requirements.

Members of the public who desire to address the Board of Directors during the meeting may do so either in person or orally or in writing. **Oral testimony** can be provided in person or during the virtual live session. Individual speakers are limited to three (3) 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. Your name will be called when it is your turn to speak. 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.** Please specify on the subject line of the email "Oral Comment" and note the agenda item number or if general comment (i.e., non-agenda item). To participate during the live session, please keep track of the meeting proceedings by watching the meeting

via Zoom. Please raise your hand and your name or other identifier (phone number) will be called when it is your turn to speak. **Written Comments:** If you are unable to provide comments during the meeting (whether in person or the virtual Zoom session), written public comments on agenda and non-agenda items, or both, may be submitted by email to the Clerk of the Board at hgould@valley-sanitary.org. Please specify on the subject line the agenda item number or if general public comment (i.e., non-agenda item). For example, on a specific item, write "agenda item 8a" on the email subject line. **Email/Written comments must be received by the Clerk of the Board no later than 11:00 a.m. on the day of the meeting.**

Page

1. CALL TO ORDER



- 1.1. Roll Call
- 1.2. Pledge of Allegiance
- 1.3. February Employee Anniversaries
 - Tito Moreno, Collection System Supervisor - 17 years
 - Kenny Kepley, Wastewater Operator III - 16 years
 - Ed Luna, Maintenance Technician I - 2 years
 - Lorraine Shinnette, Laboratory Technician I - 2 years


2. PUBLIC COMMENT

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










3. 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.

- 3.1. Approve January 25, 2022, Regular Board Meeting Minutes 5 - 10
[3.1 25 Jan 2022 Meeting Minutes.pdf](#) 
- 3.2. Approve Warrants for January 25, 2022, through February 1, 2022 11 - 12
[3.2 Warrants for January 25 to February 1, 2022.pdf](#) 

- 3.3. Monthly Financial Report for December 31, 2021 13 - 18
- [3.3 Staff Report Monthly Financial Report for December 2021.pdf](#) 
- [3.3 Attachment A Monthly Income Summary - December 2021.pdf](#) 
- [3.3 Attachment B Budget Variance Report Dec.pdf](#) 
- [3.3 Attachment C Summary of Cash and Investments - December 2021.pdf](#) 

4. NON-HEARING ITEMS

- 4.1. Authorize the General Manager to Execute a Contract with the Coachella Valley History Museum for a Three-Year Term for a Total Amount Not to Exceed \$90,000 19 - 21
- [4.1 Staff Report Coachella Valley Museum Contract.pdf](#) 
- [4.1 Attachment A Community Outreach VSD - CVHM 2022.pdf](#) 
- 4.2. Authorize the District to Proceed with the Design Alternative for the Recycled Water Project - Phase I at an Estimated Cost of \$387,497 22 - 36
- [4.2 Recycled Water Project - Phase I Design Alternative.pdf](#) 
- [4.2 Attachment A Stantec Sludge thickening options TM.pdf](#) 
- [4.2 Attachment B Stantec RDT Proposal to Schneider Electric.pdf](#) 
- [4.2 Attachment C Key Dates for Recycled Water Project Phase 1.pdf](#) 
- 4.3. Update on the COVID-19 Wastewater Surveillance Program 37 - 38
- [4.3 Staff Report Influent Covid-19 Surveillance Program.pdf](#) 
- 4.4. Nominate Representative to CSDA Board of Directors - Seat B 39 - 43
- [4.4 Staff Report CSDA Call for Nominations - Seat B.pdf](#) 
- [4.4 Attachment A CSDA Call for Nominations Seat B.pdf](#) 

5. GENERAL MANAGER'S ITEMS

- 5.1. Monthly General Manager's Report - December 2021 44 - 54
- [5.1 Staff Report GM Report December 2021.pdf](#) 

[5.1 Attachment A Admin Services Report.pdf](#) 

[5.1 Attachment B NPDES report for December.pdf](#) 

[5.1 Attachment C Collection Services Report November.pdf](#) 

[5.1 Attachment D Development Services Report January 2022.pdf](#) 

[5.1 Attachment E Capital Improvement Program Report January 2022.pdf](#) 

6. COMMITTEE REPORTS

6.1. Operations Committee - February 1, 2022

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[6.1 Operations Committee Minutes February 1, 2022.pdf](#) 

7. DIRECTOR'S ITEMS

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

8. INFORMATIONAL ITEMS

9. ADJOURNMENT

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

**VALLEY SANITARY DISTRICT
MINUTES OF REGULAR BOARD MEETING
January 25, 2022**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, January 25, 2022, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

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

1.1 Roll Call

Directors Present:

Debra Canero, Dennis Coleman, Mike Duran, Scott Sear, William Teague

Staff Present:

Beverli Marshall, General Manager, Holly Gould, Jeanette Juarez, Ron Buchwald, Dave Commons, Israel Garcia, and Bob Hargreaves, Best Best & Krieger

Guests:

Valarie Houchin, Schneider Electric
Mike Brunsman, Bank of America

1.2 Pledge of Allegiance

1.3 New Employee Introduction
- Israel Garcia, Engineering Technician

The Board welcomed the District's newest employee, Israel Garcia, Engineering Technician.

2. PUBLIC COMMENT

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

None.

3. CONSENT CALENDAR

3.1 Approve January 11, 2022, Regular Meeting Minutes

3.2 Approve Warrants for January 3, through January 24, 2022

3.3 Monthly Credit Card Report for December 31, 2021

ACTION TAKEN:

MOTION: Director Teague motioned to approve the consent calendar as presented.
Director Duran seconded the motion. Motion carried unanimously.
MINUTE ORDER NO. 2022-3168

4. NON-HEARING ITEMS

4.1 Potential Financing Options for Recycled Water Project Phase 1 Discussion

Jeanette Juarez, Business Services Manager, and Ron Buchwald, Engineering Services Manager, presented a project update for the Recycled Water Project Phase 1. They explained Phase 1 improvements, the project's four (4) phases, and the financing needs. They explained the project is nearing 60% design and will cost approximately \$61 million. Jeanette presented the financing options for government agencies. She also gave the pros and cons of different financing opportunities available to the District. After discussion, the Board directed staff to bring back a proposal from Bank of America for review and approval .

4.2 Adopt Resolution No. 2022-1153 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor Gavin Newsome, dated March 4, 2020, and Executive Order N-1-22 dated January 5, 2022, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of Valley Sanitary District for the period of January 25, 2022, through February 23, 2022, according to Brown Act Provisions

Assembly Bill 361 (AB 361) was signed into law by the Governor on September 16, 2021, allowing remote teleconference flexibility, but only when there is a state of emergency that makes it unsafe to meet in person. The adoption of Resolution 2022-1153, under AB 361, will allow Valley Sanitary District to proclaim a local emergency due to the surge in Covid-19 cases and waive certain provisions of the Brown Act to allow the District to meet remotely. Resolution 2022-1153 will authorize the remote teleconference meetings of the legislative bodies of Valley Sanitary District for the period of January 25, 2022, through February 23, 2022, according to Brown Act provisions.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLEY SANITARY DISTRICT PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR GAVIN NEWSOM, MARCH 4, 2020, AND EXECUTIVE ORDER N-1-22, JANUARY 5, 2022, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF VALLEY SANITARY DISTRICT FOR THE PERIOD OF JANUARY 25, 2022, THROUGH FEBRUARY 23, 2022, ACCORDING TO BROWN ACT PROVISIONS”

ACTION TAKEN:

MOTION: Director Duran made a motion to adopt Resolution No. 2022-1153, Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency by Governor Gavin Newsome, dated March 4, 2020, and Executive Order N-1-22 dated January 5, 2022, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of Valley Sanitary District for the period of January 25, 2022, through February 23, 2022, Pursuant to Brown Act Provisions. Director Teague seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None

RESOLUTION NO. 2022-1153

4.3 Adopt Resolution 2022-1154 Approving Employee Wages and Benefits Effective

At the August 10, 2021 Board of Directors Meeting, staff presented the approved CalPERS Medical Premiums. The medical premiums among the offered plans increased between 5.85% and 25.14%. The dental and vision plans also increased 6.00% and 4.00%, respectively. During the meeting, it was discussed that the item would be brought to the Board for a possible increase to the cafeteria plan in January of 2022. If adopted, Resolution 2022-1154 increases the monthly cafeteria plan by \$160 or 8.87%. The 8.87% increase was determined using the Consumer Price Index for Medical Care as of December 2020. The District will utilize budget savings from the fiscal year 2021/22 budget to cover the cost.

“A RESOLUTION OF THE BOARD OF DIRECTORS OF VALLEY SANITARY DISTRICT AMENDING EMPLOYEE WAGES & BENEFITS EFFECTIVE JANUARY 1, 2022 AND RESCINDING RESOLUTION 2021-1152”

ACTION TAKEN:

MOTION:

Vice President Canero made a motion to adopt Resolution No. 2022-1154, Amending Employee Wages & Benefits Effective January 1, 2022, and Rescinding Resolution No. 2021-1152. Director Duran seconded the motion.

Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

RESOLUTION NO. 2022-1154

4.4 Fiscal Year 2021/2022 Midyear Budget Update

Jeanette Juarez, Business Services Manager, presented the midyear update for the fiscal year 2021/2022 budget. As of December 31, 2021, the District has recorded \$15,369,987 in revenue. The revenues are \$7,44,933 or 93.9% above the FYTD straight-line budget. The variance is attributed to the recording of the tax roll billing for the fiscal year 2021/22. As of December 31, 2021, the District has incurred \$4,458,103 in expenditures. The District's expenditures are \$1,025,475 or 18.7% under the FYTD straight line budget. According to the current data, revenues are expected to be \$409,689 or 3% over budget for the fiscal year. The additional revenue is attributed to higher-than-expected connection fees due to additional construction and development. Also, there is additional revenue in the annual sewer rate due to the new rate structure of 70% fixed and 30% volumetric use. There was higher than anticipated water consumption for some commercial customers. The expenditures are estimated to come in \$846,902 or 8.85% under budget for the fiscal year. The savings in expenditures are mainly attributed to savings in Wages, Fringe, Services, and Supplies. Jeanette presented the budget adjustment appropriations needed to balance accounts. Budget savings will be used to cover needed budget adjustments.

ACTION TAKEN:

MOTION:

Secretary/Treasurer Coleman made a motion to approve the Midyear budget report and associated budget adjustments. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None
MINUTE ORDER NO. 2022-3169

4.5 Approve Customer Refund for Annual Sewer Rate for Fiscal Year 2021/22

On May 11, 2021, the Board of Directors approved Resolution 2021-1142, adopting the sewer service charges for the fiscal year 2021/22. The annual sewer rate charge changed to 70% fixed and 30% volumetric charge calculated by customer class. After receiving their annual bill, two (2) customers contacted the District disputing charges due to an anomaly in their winter water consumption. The average winter water consumption is used to determine the volumetric charge. The customers provided information regarding increased water use due to a water leak. The District was assisted by NBS consultants to examine the data and recalculate the annual sewer rate. After review, it was determined that the customers were owed a refund. The combined total of the refunds is \$1,152.48.

ACTION TAKEN:

MOTION: Director Duran made a motion to authorize a refund of \$995.68 to Customer A and \$156.80 to Customer B. Secretary/Treasurer Coleman seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2022-3170

4.6 Authorize the General Manager to Amend a Contract with Harris and Associates for the Sewer Flow By-Pass of Two Lift Stations in an Amount Not to Exceed \$36,914

On November 9, 2021, the Board authorized staff to enter into a contract with Harris and Associates (Harris) for the conditional assessment of VSD's four lift stations. In preparation for the lift station confined space entry and condition assessment for each lift station at a future date, Harris and District staff performed a site survey on December 16, 2021. The site reconnaissance effort determined that both the Carver and Calhoun lift stations would need to have sewer flows bypassed around the lift station to enter safely and thoroughly inspect the lift station. This project is being added to the Collection System Program Rehabilitation and Replacement Project. The work will be performed by a subcontractor hired and managed by Harris. The cost of the sewer flow by-pass will be taken out of the approved CIP budget for the Collections System Program Rehabilitation and Replacement Project.

ACTION TAKEN:

MOTION: Director Duran motioned to authorize the General Manager to amend the contract with Harris and Associates for the sewer flow by-pass of two lift stations in an amount not to exceed \$36,914. Director Teague seconded the motion. Motion carried by the following roll call vote:
AYES: Canero, Coleman, Duran, Sear, Teague
NOES: None
MINUTE ORDER NO. 2022-3171

5. GENERAL MANAGER'S ITEMS

Beverli reported that she had received a letter from the CASA Education Division thanking the District for their contribution to their scholarship program. She also received a letter from NBS congratulating staff on their recent GFOA Awards. Beverli stated that she had emailed CV Strategies a press release on the wastewater surveillance the District is participating in.

6. COMMITTEE REPORTS

6.1 Community Engagement Committee – January 18, 2022

Beverli Marshall reported that the committee discussed the Implementation Plan Timeline from CV Strategies. They discussed deliverables and the online survey included in the City of Indio's February 2022 newsletter. CV Strategies is also putting together a proposal for the telenovela project. The committee discussed budget items for the fiscal year 2022/23, our current website hosting company, the need to have CV Strategies start posting on our social media, and the social media policy. The committee also discussed the proposal from the Coachella Valley History Museum regarding an outreach partnership. The committee recommended that staff negotiate a three (3) year term and request the rental waiver for one (1) event per year. The CV History Museum Proposal will be brought before the Board at the next board meeting.

7. DIRECTOR'S ITEMS

None.

8. INFORMATIONAL ITEMS

8.1 Special District Selection Committee Election Notice and Call for Nominations for the Special District Member of the Riverside Local Agency Formation Commission.

9. PUBLIC COMMENT

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

None.

10. CONVENE IN CLOSED SESSION

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

10.1 Pursuant to Government Code Section 54957. Labor Negotiations: General Manager

The Board adjourned to closed session at 3:17 p.m.

11. CONVENE IN OPEN SESSION

Report out on Closed Session items.

The Board reconvened in open session at 3:35 p.m. President Sear reported that a labor negotiations ad hoc committee was created. President Scott Sear and Vice President Debra Canero will serve as members.

12. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:51 p.m. The next regular Board meeting will be held on February 8, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

DISBURSEMENTS
Approved at the Board Meeting of
February 8, 2022

40060	Addiction Medicine Consultants	DOT drug and alcohol testing program - FY 2022	\$735.00
40061	Alfa Laval Inc.	Seam wire	\$211.00
40062	Automation Pride	Service call for gate issues	\$95.00
40062	Automation Pride	Photo eye enforcer	\$472.75
40063	Calif. Assoc. of Sanitation Agencies	DC policy forum registration	\$695.00
40064	Caltest Analytical Laboratory	Quarterly samples	\$203.30
40064	Caltest Analytical Laboratory	Weekly samples npdes	\$116.85
40064	Caltest Analytical Laboratory	Monthly samples	\$965.65
40065	CV Strategies	Strategic communication services - December 2021	\$6,987.50
40066	Daniels Tire Service, Inc.	Tire install and service 09' Ford	\$891.62
40067	Denali Water Solutions	Biosolids hauling - December 2021	\$6,024.00
40068	Dept. of Environmental Health	Environmental Health Permit Renewal AR0022824	\$2,325.00
40069	Desert Arc	Landscaping services - December 2021	\$800.00
40069	Desert Arc	Landscaping services - January 2022	\$800.00
40069	Desert Arc	Janitorial services - December 2021	\$3,333.68
40070	Diamond Environmental Services, LP	Portable restroom service - 01/24/2022-02/20/2022	\$246.43
40071	Earth Systems Southwest	Geotechnical engineering report	\$9,950.00
40072	Eduardo Luna	Boot reimbursement	\$250.00
40073	Environmental Resource Associates	Dissolved oxygen, volatile solids	\$215.53
40074	Grainger	Electromechanical timer	\$105.60
40074	Grainger	Electronic timer	\$519.52
40074	Grainger	Glass microfiber filter	\$213.26
40074	Grainger	Anti seize	\$34.81
40074	Grainger	Blower	\$192.31
40074	Grainger	Deck screw	\$9.29
40074	Grainger	Deck screw, drywall anchor, stapler	\$66.93
40075	Harrell & Company Advisors, LLC	Prep and filing of continuing disclosure annual report	\$1,500.00
40076	Harris & Associates	PADM Infr Ph 3 - 10/31/2021-12/31/2021	\$44,844.75
40077	Healthy Futures, Inc.	Wellness services - January 2022	\$1,500.00
40078	Innovative Document Solutions	Copier maintenance - December 2021	\$69.70
40079	Linde Gas & Equipment Inc.	Tank rental - 12/20/2021-1/20/2022	\$147.70
40080	Mark Wiseman	Grade 1 operator exam reimbursement	\$237.53
40081	McMaster-Carr Supply Co.	Web sling	\$368.25
40082	Mobile Modular Management Corp	Trailer rental 1/12/2022-02/10/2022	\$655.15
40083	Polydyne, Inc.	Polymer delivery - 01/24/2022	\$3,624.31
40084	Quinn Company	Service to Generator 4	\$1,811.28
40084	Quinn Company	Service to Generator 2	\$2,265.59
40084	Quinn Company	Service to generator 3	\$1,383.17
40085	RACO Manufacturing & Engineering Co.	Alarm agent service, handling fee	\$1,600.50
40086	Rudy's Pest Control	General pest control - January 2022	\$200.00
40087	SC Fuels	Fuel delivery - January 2022	\$4,681.01
40088	Siemens Industry, Inc.	Echomax transducer	\$1,955.33
40088	Siemens Industry, Inc.	Hydroranger	\$3,988.95
40089	Smith Pipe & Supply Inc.	Parts for 2 inch water line	\$416.48
40090	State Water Resources Control Board	Treatment cert renewal	\$60.00
40091	Stotz Equipment	Hand pruner, pump, spray gun	\$64.15
40091	Stotz Equipment	Repair for blower	\$97.61
40092	The Sherwin-Williams Co.	Brushes	\$61.88
40092	The Sherwin-Williams Co.	Cashmere paint	\$181.56
40092	The Sherwin-Williams Co.	Admin paint supplies	\$218.54
40093	Tops 'N Barricades Inc.	RV dump signs	\$336.80
40094	Trimax Systems. Inc.	Update drawings on PLC	\$30,491.00
40095	Tritech Software Systems	Asset management annual fee 03/11/2022-03/10/2023	\$1,575.94
40096	United Way of the Desert	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$20.00
40097	Univar Solutions	Sodium bisulfite delivery - 01/06/2022	\$6,669.38
40097	Univar Solutions	Sodium Hypochlorite - 01/12/2022	\$9,477.11
40097	Univar Solutions	Sodium hypochlorite - 01/24/2022	\$9,265.11
40097	Univar Solutions	Ferric chloride - 01/06/2022	\$8,921.60
40098	Valley Office Equipment, Inc	Sharp copier maintenance - 12/13/2021-01/12/2022	\$87.82
40099	Yellow Mart	Boot reimbursement	\$250.00
40100	Fiesta Ford	2022 Ford F150 hybrid truck	\$45,860.05
202201271	Colonial Life	PR 12/24/2021 - 01/06/2022 PD 01/14/2022	\$985.40
202201271	Colonial Life	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$985.40
202201272	CalPERS 457	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$1,207.32
202201274	CalPERS Retirement	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$20,718.49
202201275	Basic	Section 125 FSA Fee - 01/01/2022-03/31/2022	\$150.00
202201281	Paychex - Direct Deposit	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$82,504.46
202201282	Paychex - Fee	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$182.32
202201283	Paychex - Garnishment	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$210.46

202201284 Paychex - Tax	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$38,932.78
202201285 Vantage Point Transfer Agents - ICMA	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$1,370.00
202201286 MassMutual	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$10.00
202201287 Nationwide Retirement Solution	PR 01/07/2022 - 01/20/2022 PD 01/28/2022	\$1,725.00
202201289 Standard Insurance Company	Dental and Vision insurance - February 2022	\$4,099.64
202201311 Domino Solar LTD	Electricity - December 2021	\$2,654.13
202202011 Standard Insurance Company	Life and disability insurance - February 2022	\$1,506.07
202202031 Imperial Irrigation District	Electricity - December 2021	\$66,870.45
202202071 Indio Water Authority	Water - December 2021	\$1,774.18
	Total	\$447,234.38



**Valley Sanitary District
Board of Directors Meeting
February 8, 2022**

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
**SUBJECT: Monthly Revenue & Expense Report for the Period Ending
December 31, 2021**

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

Executive Summary

The purpose of this report is to present the monthly revenue and expenses to the Board and the public for the District for the month of December 2021.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5: Long-Term Financial Strength.

Fiscal Impact

There is no fiscal impact from this report.

Background

The adopted operating and capital budget for the fiscal year 2021/22 includes \$15,850,108 in revenues, \$10,967,155 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 December 31, 2021, the District has recorded \$15,369,987 in revenue. The revenues are \$7,44,933 or 93.9% above the FYTD straight-line budget. The variance is attributed to the recording of the tax roll billing for the fiscal year 2021/22.
- As of December 31, 2021, the District has incurred \$4,458,103 in expenditures. The District’s expenditures are \$1,025,475 or 18.7% 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 11/30/2021
OPERATING FUND (FUND 11)	\$ 17,700,976
SPECIAL REVENUE FUND (FUND 11 AND FUND 6)	1,091,944
FIDUCIARY FUND (FUND 4)	228,324
CAPITAL IMPROVEMENT FUND (FUND 13)	7,441,738
RESTRICTED CIP FUND (FUND 12)	26,862,284
TOTAL	\$ 53,325,266

Recommendation

Staff recommends that the Board receive and file the Revenue and Expense report for the period ending December 2021.

Attachments

- Attachment A: Monthly Income Summary for December 2021
- Attachment B: Budget Variance Report for December 2021
- Attachment C: Summary of Cash and Investments for December 2021

Valley Sanitary District

Monthly Income Summary

December 2021 (UNAUDITED)

	<u>Current Month</u>	<u>Fiscal YTD</u>	<u>Annual Projection</u>	<u>% Received</u>	<u>Balance</u>
Revenues					
Sewer Service Chgs-Current	\$374,235	\$14,444,294	\$13,550,998	107 %	(\$893,296)
Permit & Inspection Fees	\$4,800	\$14,980	\$30,355	49 %	\$15,375
Plan Check Fees	\$1,650	\$6,550	\$11,671	56 %	\$5,121
Other Services	\$330	\$1,480	\$0	0 %	(\$1,480)
Sale of Surplus Property	\$0	\$17,419	\$18,115	96 %	\$696
Taxes - Current Secured	\$222,373	\$222,373	\$1,002,212	22 %	\$779,839
Taxes - Current Unsecured	\$0	\$30,272	\$61,266	49 %	\$30,994
Supple Prop. Taxes - Current	\$0	\$0	\$9,196	0 %	\$9,196
Supple Prop. Taxes - Prior	\$0	\$0	\$8,328	0 %	\$8,328
Homeowners Tax Relief	\$1,000	\$1,000	\$0	0 %	(\$1,000)
Interest Income	\$376	\$10,582	\$140,906	8 %	\$130,324
Unrealized gains (losses)	(\$2,138)	(\$7,479)	\$0	0 %	\$7,479
Non-Operating Revenues - Fnd 11	\$81	\$161	\$451	36 %	\$290
Interest Income	\$0	\$14,530	\$0	0 %	(\$14,530)
Connection Fees	\$182,373	\$609,891	\$991,610	62 %	\$381,719
Interest Income	\$0	\$3,935	\$25,000	16 %	\$21,065
Total Revenues	\$785,080	\$15,369,987	\$15,850,108	97 %	\$480,121

Valley Sanitary District
Budget Variance Report
December 2021

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	YTD Budget	Favorable (Unfavorable)	Percentage Remaining
Revenues:								
Operating Revenue	14,602,749	563,388	1,216,896	(653,508)	15,094,614	7,301,375	7,793,240	-3.4%
Non-Operating Revenue	1,247,359	221,692	103,947	117,746	275,373	623,680	(348,306)	77.9%
Total Operating Revenue	15,850,108	785,080	1,320,842	(535,762)	15,369,987	7,925,054	7,444,933	3.0%
Operating Expenses:								
Salaries And Wages	3,199,977	365,323	266,665	(98,658)	1,464,045	1,599,989	135,943	54.2%
Director Fee/Payroll Tax-Board	55,756	4,200	4,646	446	28,100	27,878	(222)	49.6%
Bonus, Awards, Recertification	7,200	6,681	600	(6,081)	8,071	3,600	(4,471)	-12.1%
Overtime	32,900	1,900	2,742	842	9,110	16,450	7,340	72.3%
Callout	9,500	1,200	792	(409)	4,357	4,750	393	54.1%
Standby Pay	38,190	6,846	3,183	(3,664)	22,041	19,095	(2,946)	42.3%
Longevity	41,600	4,200	3,467	(733)	18,923	20,800	1,877	54.5%
Retirement Contributions	369,230	42,172	30,769	(11,403)	145,871	184,615	38,744	60.5%
Fica And Medicare	270,140	25,805	22,512	(3,293)	105,930	135,070	29,140	60.8%
Life Insurance	8,477	560	706	146	3,196	4,239	1,043	62.3%
Health Insurance	521,253	49,107	43,438	(5,669)	234,785	260,627	25,842	55.0%
Dental Insurance	41,064	2,944	3,422	478	16,556	20,532	3,976	59.7%
Vision Insurance	11,160	612	930	318	3,588	5,580	1,992	67.9%
Long Term Disability	8,676	797	723	(74)	4,491	4,338	(153)	48.2%
Accounting Services-Admin	87,707	4,197	7,309	3,111	55,456	43,854	(11,602)	36.8%
Certifications	20,735	913	1,728	815	5,657	10,368	4,711	72.7%
Chemicals	464,521	38,716	38,710	(6)	209,365	232,261	22,896	54.9%
Comprehensive Insurance	340,993	27,479	28,416	937	164,874	170,497	5,623	51.6%
Conferences/ Meetings	164,523	7,480	13,710	6,230	52,834	82,262	29,427	67.9%
Contracts	1,412,834	36,521	117,736	81,215	323,726	706,417	382,691	77.1%
County Expense	22,000	559	1,833	1,274	3,415	11,000	7,585	84.5%
Covid-19 Supplies	64,000	564	5,333	4,769	1,613	32,000	30,387	97.5%
Election Expense	-	-	-	-	-	-	-	-
Electric	638,488	75,370	53,207	(22,163)	390,754	319,244	(71,510)	38.8%
Gas, Oil & Fuel	52,000	69	4,333	4,265	20,732	26,000	5,268	60.1%
Grit & Screening Removal	31,865	2,096	2,655	559	13,529	15,933	2,403	57.5%
Legal Services	50,625	2,347	4,219	1,871	24,780	25,313	532	51.1%
Loan Repayment	1,018,873	84,906	84,906	-	509,437	509,437	-	50.0%
Medical Services	32,443	1,681	2,704	1,023	8,483	16,222	7,739	73.9%
Memberships	58,242	2,259	4,854	2,595	27,936	29,121	1,185	52.0%
Misc. Professional Services	95,392	11,095	7,949	(3,146)	42,293	47,696	5,403	55.7%
Natural Gas	6,000	723	500	(223)	2,116	3,000	884	64.7%
Office Supplies	22,300	735	1,858	1,123	7,276	11,150	3,874	67.4%
Opeb Contribution	57,253	1,144	4,771	3,627	6,864	28,627	21,763	88.0%
Other Expenses	74,000	8,678	6,167	(2,511)	18,617	37,000	18,383	74.8%
Permits & Fees	104,750	1,059	8,729	7,670	14,754	52,375	37,621	85.9%
Projects	303,550	9,408	25,296	15,888	31,087	151,775	120,688	89.8%
Publications	2,500	25	208	183	1,288	1,250	(38)	48.5%
Repairs & Maintenance	671,210	43,675	55,934	12,259	229,111	335,605	106,494	65.9%
Research & Monitoring	100,000	5,721	8,333	2,613	35,352	50,000	14,648	64.6%
Supplies	240,840	13,453	20,070	6,617	92,971	120,420	27,449	61.4%
Telephone/Internet	31,255	2,809	2,605	(204)	15,341	15,628	286	50.9%
Tools & Equipment	37,000	1,608	3,083	1,476	13,150	18,500	5,350	64.5%
Tuition Reimbursement	12,000	1,043	1,000	(43)	3,221	6,000	2,779	73.2%
Uniform Services	40,720	2,714	3,393	679	15,750	20,360	4,610	61.3%
Water	23,000	2,293	1,917	(376)	13,658	11,500	(2,158)	40.6%
Workers Compensation	70,413	7,704	5,868	(1,836)	33,602	35,207	1,604	52.3%
Total Operating Expenses (Before Depreciation)	10,967,155	911,393	913,930	2,537	4,458,103	5,483,578	1,025,475	59.4%
Operating Expenses in Excess of Operating Revenue				(126,313)		10,911,885		

Valley Sanitary District
Budget Variance Report
December 2021

Description	FY22 Total Budget	Current Month			Fiscal Year to Date			
		Actual	Budget	Favorable (Unfavorable)	FYTD Actual	FY22 YTD Budget	Favorable (Unfavorable)	Percentage Remaining
Operating Expenses:								
Wages	3,287,767	386,150	273,981	(112,170)	1,535,724	1,643,884	108,159	53.3%
Fringe Benefits	1,271,600	126,197	105,967	(20,230)	533,338	635,800	102,462	58.1%
Services	1,734,845	62,534	144,570	82,037	493,981	867,423	373,441	71.5%
Supplies and Materials	1,599,871	104,472	133,323	28,851	588,837	799,936	211,099	63.2%
Fuels and Lubricants	52,000	69	4,333	4,265	20,732	26,000	5,268	60.1%
Comprehensive Insurance	411,406	35,183	34,284	(899)	198,476	205,703	7,227	51.8%
Projects	379,434	9,408	31,620	22,211	31,087	189,717	158,630	91.8%
Utilities	699,353	80,483	58,279	(22,204)	420,056	349,677	(70,380)	39.9%
Loan Payments	1,018,873	84,906	84,906	-	509,437	509,437	-	50.0%
Permits and Fees	126,750	1,618	10,563	8,944	18,169	63,375	45,206	85.7%
Other	385,256	20,373	32,105	11,732	108,265	192,628	84,363	71.9%
Total Operating Expenses (Before Depreciation)	10,967,155	911,393	913,930	2,537	4,458,103	5,483,578	1,025,475	59.4%
Revenues:								
Operating Revenue	14,602,749	563,388	1,216,896	(653,508)	15,094,614	7,301,375	7,793,240	-3.4%
Non-Operating Revenue	1,247,359	221,692	103,947	117,746	275,373	623,680	(348,306)	77.9%
Total Revenue	15,850,108	785,080	1,320,842	(535,762)	15,369,987	7,925,054	7,444,933	3.0%
Net Operating Gain (Loss)		(126,313)			10,911,885			

VALLEY SANITARY DISTRICT
SUMMARY OF CASH AND INVESTMENTS

FOR THE PERIOD: 11/01/2021 TO 11/30/2021 (UNAUDITED)

Agenda Item No. _____

INVESTMENTS

LAIF Fund 4 - Agency Fund	
Beginning Balance (Fund 4)	228,324
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.24%)	0
Fund 04 Ending Balance	<u>228,324</u>
LAIF Fund 6 - Wastewater Revenue Refunding Bonds	
Beginning Balance (Fund 6)	747
Net Transfer from (to) Fund 11	0
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.24%)	0
Fund 06 Ending Balance	<u>747</u>
LAIF Fund 11 - Operating Fund	
Beginning Balance (Fund 11)	16,160,239
Net Transfer from (to) Fund 04	0
Net Transfer from (to) Fund 06	0
Net Transfer from (to) Fund 12	178,225
Net Transfer from (to) Fund 13	(153,044)
Fund Transfer from (to) LAIF - WF	(600,000)
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.24%)	0
Fund 11 Ending Balance	<u>15,585,420</u>
LAIF Fund 12 - Reserve Fund	
Beginning Balance (Fund 12)	27,040,509
Net Transfer from (to) Fund 11	(178,225)
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.24%)	0
Fund 12 Ending Balance	<u>26,862,284</u>
LAIF Fund 13 - Capital Improvement Fund	
Beginning Balance	7,288,694
Connection Fees	(30,042)
(Disbursements) or Reimbursements	<u>183,086</u>
Net Transfer from (to) Fund 11	153,044
Fair Value Factor for quarter ending 06/30/2021	0
Interest (Pd quarterly - Int. Rate 0.24%)	0
Fund 13 Ending Balance	<u>7,441,738</u>
TOTAL LAIF INVESTMENTS: FUNDS 04, 06, 11, 12 AND 13	<u>50,118,513</u>

CASH IN CHECKING ACCOUNT

WELLS FARGO - FUND 11

Beginning Balance	2,265,570
Deposits	99,087
Fund Transfer from (to) LAIF (net)	600,000
Disbursements and Payroll	(849,101)
Wells Fargo Ending Balance	<u>2,115,556</u>

CALTRUST - FUND 11

Beginning Balance	1,091,930
Unrealized Gain / <Loss>	(1,068)
Interest Income	335
CalTRUST Ending Balance	<u>1,091,197</u>

TOTAL WELLS FARGO AND CALTRUST CHECKING

3,206,753

TOTAL CASH AND INVESTMENTS

53,325,266

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
Board of Directors Meeting
February 8, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: **Authorize the General Manager to Execute a Contract with the Coachella Valley History Museum for a Three-Year Term in a Total Amount Not to Exceed \$90,000**

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

Executive Summary

The purpose of this report is for the Board to discuss the opportunity to partner with the Museum on education and outreach services.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 4.1: Increase community understanding and support for the District and its programs.

Fiscal Impact

The cost for these services, excluding the cost of installing the outdoor exhibit, is \$30,000 each year. There are funds included in the adopted Comprehensive Budget for Fiscal Year 2021/22 to cover the first year of this agreement. The draft budget for Fiscal Year 2022/23 will include a request for the second year of the agreement.

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.

The Museum submitted a proposal in January, which was discussed at the January 18 Community Engagement Committee meeting. Staff received input and feedback, which are incorporated in the proposal (Attachment A) that is presented to the Board for consideration. If approved, staff will execute a contract for these services and begin developing the “outhouse” exhibit with a goal of it being complete by September to take advantage of the grade school visits and Día de los Muertos activities at the Museum.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to execute a contract with the Coachella Valley History Museum for a three-year term in an amount not to exceed \$90,000.

Attachments

Attachment A: Proposal from Coachella Valley History Museum



Community outreach and new exhibit agreement between Valley Sanitary District and Coachella Valley Historical Society, Inc. (DBA - Coachella Valley History Museum - nonprofit corporation).

Term - 3 years - Financial contribution by VSD \$30,000 a year - outreach funding.

1. Assist in the creation & installation of an outdoor exhibit (cost by VSD)
 - a. Sharing the history of VSD
 - b. Install outside (near outhouse/schoolhouse)
2. Share exhibit with visitors including
 - a. 3rd grade tours
 - b. Docent led tours
 - c. Self-guided tours
3. Share exhibit highlights via online platforms
 - a. Exhibit information on our website
 - b. Create posts to share on Facebook &/or Instagram
 - Minimum of four per year (quarterly)
4. Host onsite annual event (Date TBD)
 - a. Rental fee waived.
 - All other fees & requirements will apply.

Estimated visitors per year:

In-person 5000

3rd grade tours 3,300 (pre-covid #'s)

Website views per month 1000

Facebook - per month average

Impressions 58k

Engagements 1000

Instagram - per month average

Impressions 15k

Google - Quarterly numbers

Searches 182k

Directions 826

Website 880

Numbers do not include - private events estimated at 2825 individuals.



**Valley Sanitary District
Operations Committee
February 8, 2022**

TO: Board of Directors

FROM: Ron Buchwald, Engineering Services Manager

SUBJECT: Authorize the District to Proceed with the Design Alternative for the Recycled Water Project – Phase I at an Estimated Cost of \$387,497

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

Executive Summary

The purpose of this report is for the Board of Directors to review and discuss the design alternative to the Recycled Water Project – Phase I and authorize staff to proceed.

Strategic Plan Compliance

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

Fiscal Impact

The current fiscal impact of this project is \$2.2 million, which will produce 60% design plans. If the design alternative is accepted by the Board, the fiscal impact of this change is estimated at \$387,497. If approved by the Board, this cost will be incorporated into total cost of the project as part of the Guaranteed Maximum Price (GMP). The GMP will be reviewed and approved by the Board in April 2022.

Background

The Recycled Water Project – Phase I is the initial project of three phases that will allow VSD to be able to produce recycled water. This project began in June 2020 and began the 30% design phase in September of 2020. During the 30% design phase, VSD staff worked with the design build team on key design components to thoroughly assess each component. Operations staff researched each of the design components that was included in the scope of work, such as bar screens, grit chambers, etc. to make sure the final selections fit within current and future plant operations. Once the components were selected by operations staff, the design build team provided the engineering design and specifications to make sure it would fit within our plant.

One specific component was the sludge thickening of the primary waste prior to entering the digester. There were three primary types of waste thickeners presented to VSD staff: gravity belt thickeners (GBT), rotary drum thickeners (RDT), and dissolved air floatation thickeners (DAFT). Each item has advantages and disadvantages and

after discussing them with staff with our current operations in mind, the entire team (design build team, Stantec, and VSD) selected the DAFT system. Operations staff had little to no experience with DAFT units. They researched other public agencies that had these units, found that they worked well, and selected the unit type that made the most sense for VSD. The 30% design phase was completed in June 2021 utilizing the DAFT system. The Design Build team then proceeded to the 60% design milestone.

In November of 2021, VSD hired a new Facility Operations Manager, Dave Commons. Dave has decades of experience in the sewer treatment industry including sewer treatment plant design (one of the many reasons he was selected for the position). Dave was introduced to the design build team and quickly took part in this very important project. By the end of November, Dave had become familiar with the design parameters and the selection of many of the components chosen. This coincided with completion of the draft 60% design plans.

In Dave's review of the design reports and drawings, one component grabbed his attention – the sludge thickener of the primary sludge. Dave has substantial experience with each of the three primary devices, and he was not in favor of the DAFT unit based on it representing an older technology, lower operational efficiency, and maintenance difficulties. After careful consideration, management staff recommended that the team revisit this design component and consider the rotary drum thickener option.

The design of the DAFT unit is complete and is available as an option and the construction price will be estimated by the Design Build Team. If design alternate is authorized by the Board, the estimated schedule to complete the 60% design of the rotary drum thickener is December 2022. A guaranteed maximum price will then be completed and brought to the Board for approval as amendment #2 to the contract. The cost of this component will be included in the financing of the entire project.

Recommendation

Staff recommends that the Board of Directors authorize the District to proceed with the design alternative to the Recycled Water Project – Phase 1 at an estimated cost of \$387,497.

Attachments

- Attachment A: Stantec's Sludge Thickening Options Technical Memorandum dated December 2, 2020.
- Attachment B: Stantec's RDT Proposal to Schneider Electric dated January 18, 2022
- Attachment C: Key Dates and Schedule for Contract Amendments

To:	Ron Buchwald, PE Engineering Services Manager	From:	Akram Botrous, PhD, PE, BCEE Paul Wallace, PE Ruoren Yu, PE
	Valley Sanitary District		Stantec Consulting Services
File:	184031335	Date:	December 2, 2020

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

The Valley Sanitary District (VSD) has engaged a Design Build (DB) team consisting of Schneider Electric (Contractor) and Stantec (Design Engineer) to provide the Energy Services to its Water Reclamation Facility (WRF). Stantec prepared a draft Basis of Design Report (BODR) and submitted it to Schneider Electric (SE) on 11/11/2020. The project included two Gravity Belt Thickeners (GBT) to thicken the Waste Activated Sludge (WAS) before sending the thickened WAS to the anaerobic digesters. GBTs would be operated intermittently because they need operator attention while in operation. If the GBT does not operate on one day, the sludge produced on that day will be stored in the secondary treatment system and the mixed liquor suspended solids (MLSS) concentration will increase. This was discussed briefly with SE and VSD before the draft BODR was submitted. However, the issue of varying MLSS was not evaluated in detail to maintain the draft BODR schedule. It was agreed that a follow-up document would be prepared to discuss the issues with intermittent WAS thickening operations. The purpose for this memorandum is to evaluate the effect of the WAS thickening operations and amend the BODR (if needed) before it is finalized.

Wasting Schedule and Its Effect on Secondary Treatment

If the WAS is not continuously withdrawn from the secondary process, it will accumulate in the system and will increase the MLSS concentration. When the GBT operates and WAS is withdrawn, the MLSS will be reduced during the thickening period. Figure 1 shows how the MLSS concentration changes when the GBT operates for 4, 5, and 7 days per week at SRT of 4 and 7 days. As shown on the Figure, the longer the GBT is idle, the higher the MLSS rises toward the end of the GBT idle period. High variation in MLSS is not recommended because it will affect the plant capacity, aeration system and the overall process performance. A 7-day/week schedule would be acceptable because the MLSS variation is not excessive. However, if a 4 or 5 day/week schedule is desired, then a WAS holding tank would be required.

WAS Holding Tank

If a WAS holding tank is constructed, WAS would be stored in the tank from Friday afternoon to Monday morning (Typical 5-day/week operation). This is equivalent to 2.66 days of storage. Assuming that 2 tanks are needed for the build out of 20 MGD, then one tank will be sized for a plant capacity of 10 MGD. WAS flow at 10 MGD is about 0.37 MGD (see mass balance). For a 2.66-day storage, the required tank volume would be about 1.0 MG. See Figure 2. The tank will need to be aerated and mixed with blowers to prevent sludge septicity and odor generation. The capital cost for the WAS holding tank is about \$1.4M and the aeration energy is about \$27,900/year as shown in Table 1 and Table 2, respectively.

7-Day Operation of GBT

Alternatively, the District could hire a part-time operator so that the GBT would be operated 7 days a week. This will cost about \$44,600 as shown in Table 3.

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

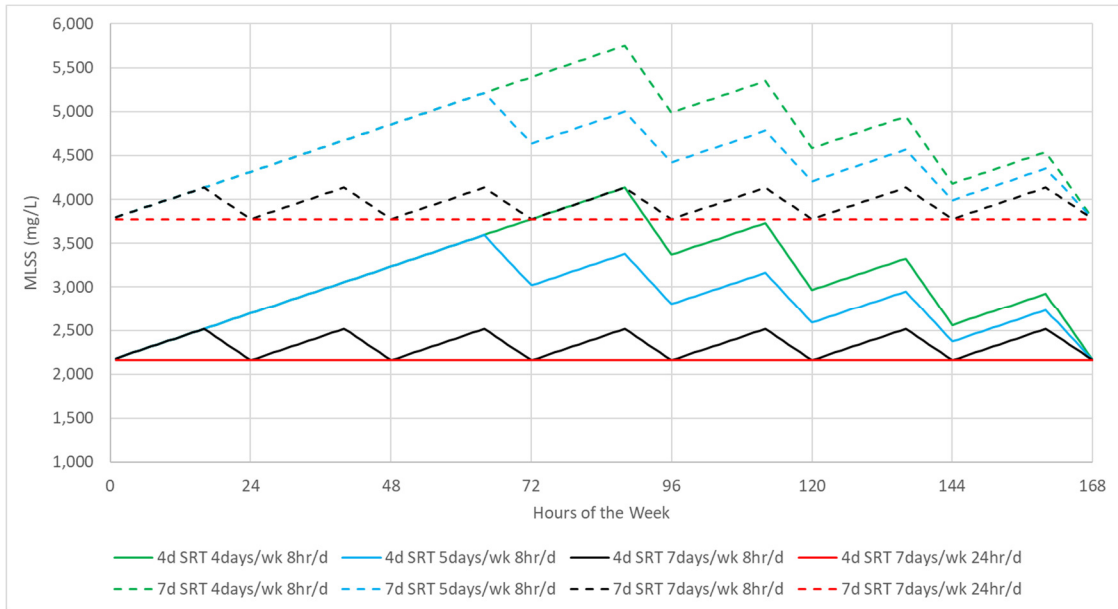


Figure 1 Effect of SRT and GBT Operational Schedule (WAS Withdrawal) on MLSS

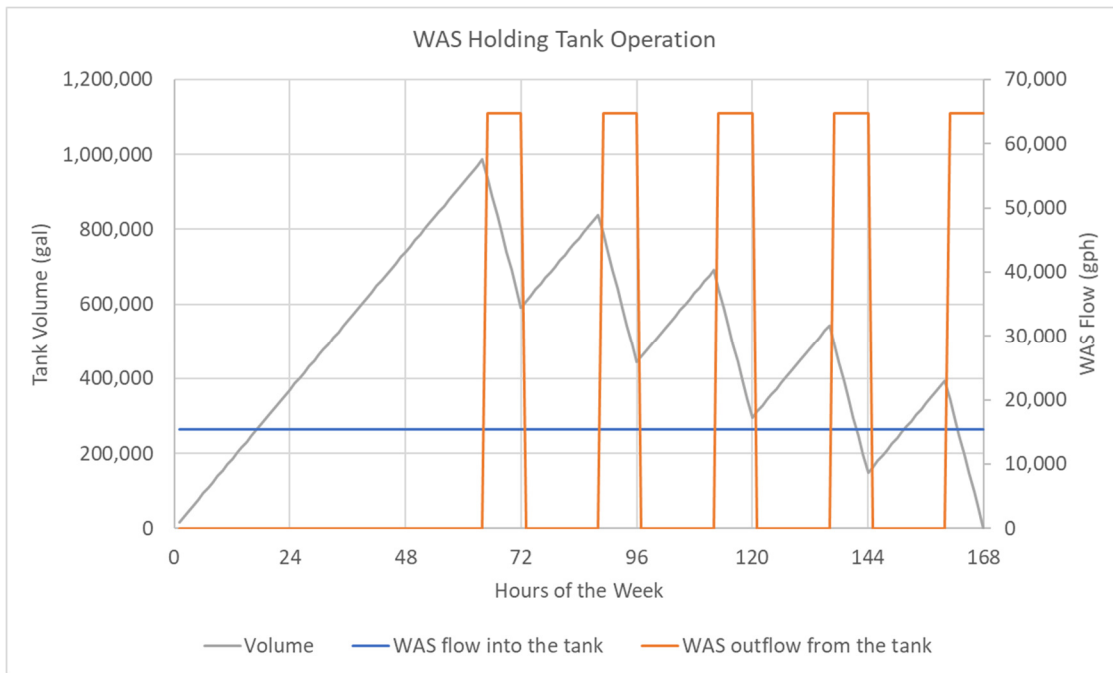


Figure 2 WAS Holding Tank Flow and Volume

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

Table 1 Cost Estimate for WAS Holding Tank (1-MG Volume)

Item Description	Cost
Site Work	\$6,000
Tank Foundation and Equipment Slabs	\$64,800
Blowers	\$150,000
Diffusers	\$112,500
WAS Transfer Pumps	\$60,000
Steel Tank	\$1,000,000
Mechanical (Pipes, Valves, Supports, etc.)	\$40,000
Base Construction Cost	\$1,433,300

Table 2 Energy Cost for Aeration of WAS Holding Tank

Item Description	Unit	Value
Aeration Power	hp	46
Aeration Power	kw	34
Aeration Energy	kwh	300,487
Cost of Electric Energy	\$/kwh	0.093
Cost of Power	\$/Year	\$27,900

Table 3 Cost of Hiring a Part-Time Operator for 2 Days per Week

Item Description	Unit	Value
Days/Week	--	2
Extra Days Required to Operate the GBT	days/year	112
Operation Shift	hr/day	8
Extra Operational Hours per Year	hrs/year	896
Average Operation Hourly Wage	\$/hour	49.77
Extra Cost of Operation per Year	\$/Year	\$44,600

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

WAS Thickening with Dissolved Air Flotation Thickeners (DAFT)

Dissolved air flotation thickening is used extensively for WAS thickening in many WWTPs. In the dissolved air flotation thickening process, air is added to incoming WAS flow at a pressure higher than atmospheric pressure. High pressure causes air to dissolve into the WAS. When the pressure is reduced as the flow enters the tank, excess air is released from the solution as very small bubbles. The bubbles adhere to the suspended particles or become enmeshed in the solids matrix. The density of the solids-air aggregate is less than that of water, thereby causing it to float to the surface. Water drains from the "float," increasing the solid concentration. Float is continuously removed from the surface of the thickener by skimmers. Bottom collectors are also used to remove any settled solids or grit that may accumulate. Subnatant is removed from the tank and returned to the plant influent.

Assuming two DAFTs are needed for the build out of 20 MGD, the appropriate size for each DAFT would be 30 ft in diameter. One DAFT would be needed for this project and would be adequate until the plant reaches 10-MGD capacity. The plant will have no redundant DAFT before the second DAFT is constructed but there will be redundant equipment outside the DAFT (recycle pumps and compressors). That is not unreasonable because the only maintenance that require DAFTs to be taken out of service is to paint the mechanism every 5-10 years. Selecting stainless steel mechanism will minimize the downtime even further. There are many plants that runs with just one DAFT thickener for WAS (Merced and Benicia are examples). A provision to send the WAS to one of the available ponds for emergencies would be an appropriate approach. The design criteria for dissolved air flotation thickeners are listed in Table 4.

Table 4 DAFT Design Criteria

	Phase 2b (5.9 MGD)	Buildout (20 MGD)
Number of DAFT units	1	2
DAFT Diameter, ft	30	30
SWD, ft	10	10
Design WAS Load, lb/d	9,160	31,050
Design WAS Flow, mgd	0.22	0.74
A/S Ratio	0.04	0.04
Number of Recycle Pumps	2	3
Capacity of Each Recycle Pump, gpm	600	600
Capture Efficiency, %	95	95
Thickened Sludge Concentration, %	4	4
Solids Loading, ppd/sf	13	22
Hydraulic Loading (including recycle), gpm/sf	1.06	1.21

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

WAS Thickening with Rotary Drum Thickeners (RDT)

A rotary drum thickener (RDT) operates similarly to a gravity belt thickener, with free water draining through a moving porous medium while flocculated solids are retained on the medium. A rotary drum thickener consists of an internally fed rotary drum with an integral internal screw for transporting thickened solids out of the drum. The drum rotates and is driven by a variable or constant speed-drive (See Figure 3). As with gravity belt thickeners, rotary drum thickeners are highly dependent upon polymer addition to achieve thickening objectives. The drums generally rotate at 5 to 20 revolutions per minute (rpm). With the proper polymer application and feed rate, rotary drum thickeners can produce a thickened solids concentration of 4 percent and a solids capture rate of 90 to 95-percent. The RDT can operate continuously without operator attention.

Assuming three RDTs are needed for the build out of 20 MGD (two duty and one standby), three 260 gpm RDTs will be an appropriate size at buildout. Two RDTs (one duty and one standby) would be needed for this project and would be adequate until the plant reaches 10 MGD capacity. The design criteria for rotary drum thickeners are listed in Table 5.



Figure 3 Example of an Installed Rotary Drum Thickener (by Huber)

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

Table 5 RDT Design Criteria

		This Project Phase 2b (5.9 MGD)	Buildout (20 MGD)
WAS Flow	gpd	219,700	744,600
WAS solids concentration	%	0.5	0.5
WAS Load	lb/d	9,160	31,050
Number of Installed Units	units	2	3
Number of Operating Units	units	1	2
Hydraulic Capacity of Each Unit	gpm/unit	153	259
Solids Loading Capacity of Each unit	lb/hr/unit	382	647
TWAS Concentration	%	4	4
Volume of WAS Wasted Weekly	gal/week	1,537,900	5,212,200
Mass of WAS Wasted Weekly	lb/week	64,120	217,350
Weekly Minimum Duration (solids control)	hrs/week	168	168
Weekly Minimum Duration (Hydraulic control)	hrs/week	168	168
Theoretical Minimum Weekly Duration	hrs/week	168	168
TWAS Flow (continuous)	gpd	26,089	88,421
TWAS Flow per Unit (continuous)	gpm	18	31
TWAS Flow per Unit (when operational)	gpm	18	31

Alternative Analysis and Conclusion

Table 6 summarizes the capital and O&M costs of each WAS thickening alternative. GBT (with and without WAS holding tank) is not recommended because of high life cycle cost. Both dissolved air flotation thickeners and rotary drum thickeners can operate 24/7 without operator's attention and have lower life cycle costs than the gravity belt thickener option. Note, life cycle costs are based on a 20-year period and 3% discount rate.

The continuous wasting is preferred for the secondary treatment process to minimize MLSS fluctuations and continuous feeding the digesters with thickened waste activated sludge TWAS is also preferred because it minimizes the digester foaming potential. The District staff may wish to consider visiting local installations of these two alternative WAS thickening technologies.

Reference: WAS Thickening Options TM - VSD Design-Build Project for Energy Services

Table 6 Evaluation Summary of Thickening Alternatives

	Unit	GBT 7 days a week	GBT 5 days a week	DAFT	RDT
Capital Cost					
GBT & RDT Equipment	\$	\$1,925,000	\$1,925,000		\$1,020,000
DAFT (Tank and Mechanism)	\$			\$731,000	
DAFT Splitter Box	\$			\$200,000	
DAFT Recycle Pump Station	\$			\$150,000	
Building	\$	\$1,190,000	\$1,190,000	\$480,000	\$1,190,000
WAS Holding Tank	\$		\$1,433,300		
BASE CAPITAL COST		\$3,115,000	\$4,548,300	\$1,561,000	\$2,210,000
Annual O&M Cost					
Extra Operation Time	\$/year	\$44,600			
Energy for WAS holding Tank	\$/year		\$27,900		
Polymer	\$/Year	\$23,000	\$23,000	\$10,400	\$18,800
TWAS Pumps	\$/Year	\$3,300	\$3,300	\$2,700	\$2,700
Unit Motor	\$/Year	\$2,000	\$2,000	\$1,200	\$3,000
DAFT Recycle Pumps	\$/year			\$30,700	
DAFT Compressor	\$/year			\$1,500	
TOTAL O&M COST	\$/Year	\$72,900	\$56,200	\$46,500	\$24,500
PV of LIFE CYCLE COST		\$4,193,000	\$5,379,000	\$2,249,000	\$2,572,000

Stantec Consulting Services Inc.

Akram Botrous, PhD, PE, BCEE
Wastewater Regional Practice Leader
Phone: 916 773 8100
Akram.Botrous@stantec.com

Attachment:

c.



18 January 2022

Brian Pottenger, PE, CEM, LEEP AP
Project Development Manager
Schneider Electric
1600 Scenic Avenue
Costa Mesa, CA 92626

Subject: Contract Amendment No. 5 Request for Additional Engineering Services for Design of ECM-3 WAS Thickening

Dear Mr. Pottenger,

Based on the direction from the Valley Sanitary District (VSD) on the WAS Thickening process, Stantec Consulting Services, Inc., is requesting an amendment no. 5 to the VSD Design Build (DB) Contract for Energy Services Recycled Water Project Phase 1 for the following scope element.

- Contacting multiple rotary drum thickener (RDT) vendors and selecting the equipment package based on performance evaluations and feedbacks from the client
- Preparing a technical memorandum (TM) to summarize the RDT evaluations and recommended basis of the Thickening Facility design. The deliverables are a draft and a final version of the TM
- Preparing 30% Design plans for ECM-3 (WAS thickening facility)
- Preparing 60% Design documents, including plans, specs, and equipment list for ECM-3 and assisting in the GMP preparation by responding to subcontractor and/or vendor RFIs (up to 10)

We would like to request approval of the proposed amendment amount of **\$387,497**. The fee includes project management, discipline coordination, coordination with SE/VSD, preparation of General/Process, Civil, Structural, Architectural, Process/Building Mechanical, Electrical and Instrumentation plans and specs. The following provides cost for the proposed work. Work will be conducted using the rates adjusted for 2022 based on the Master Agreement between Schneider Electric and Stantec. Detailed breakdown of the proposed fee is included in the attachment to this amendment.

Scope Description	Fee
RDT technology evaluation, equipment selection, and tech memo preparation	\$44,468
30% Design documents preparation	\$134,557
60% Design documents preparation and GMP assistance	\$208,472
Total	\$387,497

Our fees will not exceed this estimate without your prior written authorization. Please let me know if you have any questions or require additional information on our proposal, please contact Ruoren Yu at 626.568.6035 or me at 949.413.9059.

Mr. Brian Pottenger
Page 2 of 2

Reference: Contract Amendment No. 5 Request for Additional Engineering Services for Design of ECM-3 WAS Thickening

Regards,

Stantec Consulting Services Inc.



Venu Kolli, PE
Area Manager
Venu.Kolli@Stantec.com
Phone: +1 (626) 568-6073; Cell: +1 (949) 413-9059
c. Valerie.Houchin@se.com

Design with community in mind

Valley Sanitary District - Design/Build Contract for Energy Services - Recycled Water Project Phase 1

Markup on ODCs 10%
Assume mileage rate w/o MU \$0.57

Date: 1/18/2022
By: Stantec Consulting Services

	Task	SCO	Princ Prof II	Princ Prof I	Supervising Prof	Senior Prof	Professional	Assoc Prof	Supervising Designer	Senior Designer	Designer	Senior Admin	TOTAL HOURS	Mileage & Travel	Subconsultant Direct Cost + 10% Markup	ODCs + 10% Markup	Task Fee	Notes
	Hourly rate 2022	\$ 330	\$ 295	\$ 275	\$ 262	\$ 250	\$ 229	\$ 182	\$ 230	\$ 187	\$ 156	\$ 146						
Phase 3.1	5 weeks																	
	RDT Technology Workshop			4	4		4						12				\$ 2,948	Half-day conference call
	Tech Memo - RDT Evaluation & BOD	8	18	20		6	86	30		4			172				\$ 39,386	
	Internal Discipline Coord Meetings			2	2		5						9				\$ 2,134	
Phase 3.2	6 weeks																	
3.2.1	30% Design																	
	Field visits to VSD						6						6	\$ 146		\$ 33	\$ 1,499	One visit, as allowance
	Project Management	8										16	24				\$ 4,848	
	Project Engr Design Coord				20		40						60				\$ 13,840	
	30% Gen'l incl. Disc Check			5	4			5		9			23				\$ 4,828	Design calcs included
	30% Civil incl. Disc Check		4				15		32				51				\$ 11,516	
	30% Instrumentation incl. Disc Check	12					24			44			80				\$ 17,112	
	30% Structural incl. Disc Check		7				24	38		14	56		139				\$ 24,852	Design calcs included
	30% Mechanical incl. Disc Check		14	10		4	48						76				\$ 18,174	
	30% HVAC incl. Disc Check												-				\$ -	
	30% Architectural incl. Disc Check	5						26					31				\$ 6,180	
	30% Electrical incl. Disc Check				4	13				26			43				\$ 8,808	
	Independent QC of 30% Design Docs				10								10				\$ 2,520	
	Internal Discipline Coord Meetings	6		12	6	6	27	6					63				\$ 15,078	
3.2.2	Client Meetings																	
	Design Review & Progress Meetings			4	4		4						12				\$ 2,948	(1) review mtg. for 2 hrs and (2) progress mtg.
3.2.3	Team Meetings w/ SE																\$ -	
	Coordination w/ SE weekly			2	2		6						10				\$ 2,354	
Phase 3.3	5 weeks																	
3.3.1	60% Design																	
	Project Management	8										12	20				\$ 4,288	
	Project Engr Design Coord				20		32						52				\$ 12,080	
	60% Gen'l incl. Disc Check			16	8			25		9			58				\$ 12,251	
	60% Civil incl. Disc Check		4				15		32				51				\$ 11,516	
	60% Instrumentation incl. Disc Check	6					12			13			31				\$ 6,936	
	60% Structural incl. Disc Check		7				32	44		14	58		155				\$ 27,962	
	60% Mechanical incl. Disc Check		14	22		7	88						131				\$ 30,874	
	60% HVAC incl. Disc Check		9				84	72					165				\$ 33,654	
	60% Architectural incl. Disc Check	5						14					19				\$ 4,080	
	60% Electrical incl. Disc Check				12	57				116			185				\$ 37,584	
	Independent QC of 60% Design Docs				10								10				\$ 2,520	
	Internal Discipline Coord Meetings	5		10	5	5	22.5	5					53				\$ 12,565	
3.3.2	Client Meetings																\$ -	
	Design Review & Progress Meetings			4	4		4						12				\$ 2,948	(1) review mtg. for 2 hrs and (2) progress mtg.
3.3.3	Team Meetings w/ SE																\$ -	
	Coordination w/ SE weekly			2	2		5						9				\$ 2,134	

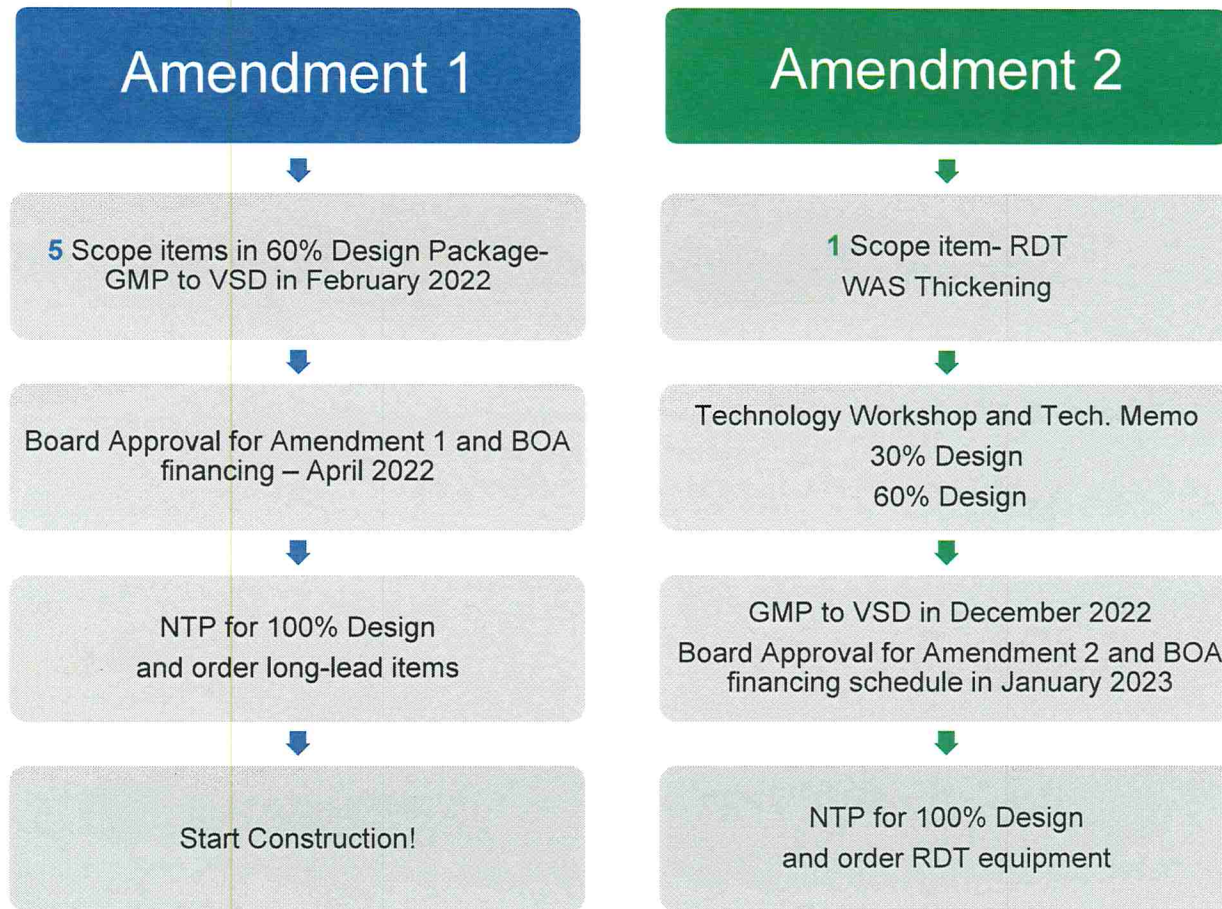
Valley Sanitary District - Design/Build Contract for Energy Services - Recycled Water Project Phase 1

Markup on ODCs 10%
Assume mileage rate w/o MU \$0.57

Date: 1/18/2022
By: Stantec Constulting Services

	Task	SCO	Princ Prof II	Princ Prof I	Supervising Prof	Senior Prof	Professional	Assoc Prof	Supervising Designer	Senior Designer	Designer	Senior Admin	TOTAL HOURS	Mileage & Travel	Subconsultant Direct Cost + 10% Markup	ODCs + 10% Markup	Task Fee	Notes
3.3.4	GMP Assistance																\$ -	
	RFIs from Subcontractor				15		15						30				\$ 7,080	
	TOTAL ESTIMATED FEE INCL. PROFIT	55	59	87	111	92	489	235	64	245	114	28	1,579	\$ 146	\$ -	\$ 33	\$ 387,497	

Recycled Water Project – Phase 1 || Key Dates for VSD



Upcoming Key Dates for this Project

	OCT	NOV	DEC	JAN	FEB	MAR	APR
Technical/ Scope	Potholing at VSD	Potholing at VSD	VSD 8 week - 60% design Kick-Off Mtg. Dec. 15 th		Final Planning Mtg. (GMP) Feb. 15 th	VSD Review of Report complete Mar. 11 th	
Legal		reengage on contract	Draft structure of Amendment 1	Finalize Structure of Amendment 1	Draft Amendment 1 for review	Finalize Amendment 1	Post 4217 Public Hearing Notice – 2 weeks before BM
Financing	Connect Jeanette & Mike	Information exchange		Review funding scenarios	Review funding scenarios	VSD select funding option	Financing Resolution-Board
Committee Meetings			Ron update Operations	Present: Budget & Finance	Present: Operations	Budget & Finance - Bank of A.	Present: Operations
Board of Directors			Work on 4217 findings		Finalize 4217 language	Present: Information Item	Board Approval- Amendment and financing

Blue = in person meetings



**Valley Sanitary District
Board of Directors Meeting
February 8, 2022**

TO: Board of Directors
THRU: Beverli A. Marshall, General Manager
FROM: Anna Bell, Lab and Compliance Supervisor
SUBJECT: Wastewater COVID-19 Surveillance Program

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

Executive Summary

The purpose of this report is to provide information to the Board of Directors regarding the U.S. Department of Health and Human Services (HHS) HHS-Protect Wastewater COVID-19 Surveillance Program.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 4: Increase Community Understanding and Support.

Background

In May 2021, HHS selected BioBot Analytics to establish a national disease surveillance program using wastewater epidemiology. The 12-week program utilizes samples from 320 wastewater treatment plants, covering 100 million people across 50 states.

In June 2021, VSD was selected to participate in the 12-week wastewater COVID-19 surveillance program with Biobot. Laboratory staff collected weekly wastewater influent composite samples and sent them to BioBot for analysis.

After the 12-week grant-funded program with Biobot, VSD has continued to monitor the wastewater influent for COVID-19 with GTmolecular to continue contributing to the nationwide monitoring system.

On January 26, 2022, VSD was selected to participate in a 6-month, fully funded public health program to monitor the presence of COVID, its variants, and influenza in wastewater on a national scale with Biobot. The comprehensive public health data gathered through the project will be made available to the public through the VSD website and at the county level at biobot.io/data

Recommendation

Staff recommends that the Board of Directors receive this informational report.



**Valley Sanitary District
Board of Directors Meeting
February 8, 2022**

TO: Board of Directors

BY: Beverli A. Marshall, General Manager

SUBJECT: Nominate a Representative from VSD to the CSDA Board of Directors – Seat B Southern Network

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

Executive Summary

The purpose of this report is for the Board to discuss representation on the CSDA Board of Directors.

Fiscal Impact

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

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 March 31, 2022. Nominations and supporting documentation may be mailed or emailed.

CSDA will open electronic voting on June 2, 2022. All vote must be received through the system no later than 5:00 p.m. July 8, 2022. The successful candidates will be notified no later than July 12, 2022. All selected Board members will be introduced at the Annual Conference in Palm Desert, CA in August 2022.

Recommendation

Staff recommends that the Board of Directors appoint a representative from VSD to the CSDA Board of Directors.

Attachments

Attachment A: CSDA Letter Call for Nominations Seat B

Holly Gould

From: Neil McCormick <neilm@csda.net>
Sent: Monday, January 31, 2022 11:30 AM
To: Holly Gould
Subject: CSDA Board of Directors Call for Nominations Seat B



**California Special
Districts Association**
Districts Stronger Together



**GET INVOLVED
IN CSDA**

CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS - SEAT B

Deadlines:

Northern, Sierra, Bay, Central & Southern Networks - March 31, 2022

Coastal Network - due to vacancy - April 11, 2022

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 2023 - 2025 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 they seek to represent.

[\(CSDA Network Map\)](#)

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).

Please review the CSDA Board [Policy 2.16 Board Commitments & Responsibilities](#).

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 Form](#). The deadline for receiving nominations for the Northern, Sierra, Bay Area, Central and Southern Networks is March 31, 2022. Due to the current vacancy in the Coastal Network, the deadline for receiving nominations for the Coastal Network is April 11, 2022. 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 2, 2022. All votes must be received through the system no later than 5:00 p.m. July 8, 2022. The successful candidates will be notified no later than July 12, 2022. All selected Board Members will be introduced at the Annual Conference in Palm Desert, CA in August 2022.

Expiring Terms ([See enclosed network map](#))
(*Incumbent is running for re-election)

Northern Network	Seat B	Kim Seney, Director, Gold Mountain Community Services District*
------------------	--------	---

Sierra Network	Seat B	Jerry Gilmore, Director, Truckee Sanitary District*
Bay Network	Seat B	Ryan Clausnitzer, GM, Alameda County Mosquito Abatement District*
Central Network	Seat B	Lorenzo Rios, GM, Clovis Veterans Memorial District*
Coastal Network	Seat B	Vacant
Southern Network	Seat B	Don Bartz, GM, Phelan Pinon Hills Community Services District*

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 2, 2022. All votes must be received through the system no later than 5:00 p.m. July 8, 2022.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail at amberp@csla.net by **March 31, 2022** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 2, 2022 per district request only.

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



California Special Districts Association
 1112 I Street, Suite 200, Sacramento CA, 95814
 877.924.2732 | www.csla.net

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**Valley Sanitary District
Board of Directors Meeting
February 8, 2022**

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

SUBJECT: Monthly General Managers Report – December 2021

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

Executive Summary

The purpose of this report is to keep the Board and the public informed on VSD’s day-to-day operations.

Strategic Plan Compliance

The recommendation complies with the VSD Strategic Plan Goal 6: Improve Planning, Administration, and Governance.

Fiscal Impact

There is no fiscal impact from this report.

Background

The following data represents the activities and metrics for the month of December 2021.

Administrative Services

- Filled the Engineering Technician Position on January 24, 2022.
- The 2021 Cal/OSHA Form 300A, Summary of Work-Related Injuries and Illnesses, has been completed, posted, and uploaded to Cal/OSHA. There were two (2) reportable injuries for the calendar year 2021, with 0 days of work missed.
- Issued a Request for Proposal (RFP) for the review and update of the employee handbook and existing policies.
- Assisted the Coachella Valley Mosquito & Vector Control District with a salary survey.
- Completed administrative training for Granicus Peak implementation.
- Installed new monitors and an encoder in the Board Room.
- Published COVID-19 surveillance data on the VSD website to make it accessible to the public.

- The District will be closed on Monday, February 21, 2022, in observance of President's Day.

Operations & Maintenance

- We have started the pilot study of Aeration Basin No. 4 to determine process methods that could be used to meet a plant ammonia limit if the State Water Resources Control Board should implement such limits in the Plant's NPDES permit.
- Operations and Maintenance continues to review the 60% design reports and prints for the plant Upgrade.
- Operations and Maintenance continues to submit FY 2022-23 budget documents for review and submittal to the Board.
- Met with the laboratories staff to develop procedures for monitoring review and Monthly, Quarterly, and Annual reports to various regulatory agencies.

Development Services

- Construction has begun on a new Juvenile Court building to Replace the existing Juvenile Court Building next the existing Juvenile Hall on Oasis Street just North of Avenue 48.
- The tenant improvement has begun on the StorQuest inside self-storage within the former Target building on the southwest of Ave 42 and Jackson St.
- Construction has begun on a Restaurant and Bar in the Mathis Brothers furniture store on the northwest corner of Hwy 111 and Clinton Street.
- Construction will begin soon on the El Polo Loco near the southwest corner of Jackson St and Ave. 42 in Shadow Hills.
- Construction has begun on the Ono Hawaiian BBQ Restaurant in the Indio Town Center shopping center near the corner of Jackson St. and Avenue 42.
- The tenant improvement has begun on the Dairy Queen at the corner of Avenue 44 and Indio Blvd. within the Chandi Plaza.

Collection Services

- No-Spill report for the month of December will be submitted to the California Integrated Water Quality System, as required in the Waste Discharge Requirements Monitoring and Reporting Program. Due by the end of the month.
- Field Vactor crew is currently working in the area of Madison and Avenue 48.
- CCTV Inspection work is currently being conducted in the area of Avenue 48 and Madison.

Capital Improvement Program

- The Preliminary Design Report for the replacement of the sewer siphon at Westward Ho Drive is complete. This is a FEMA funded project to replace the damaged sewer siphon from the February 2019 storm. The design is in progress. Staff and the consultant had a preliminary meeting with CVWD regarding requirements for crossing the channel. Staff reviewed the 50%

design plans and the updated project cost schedule. Staff reviewed the 90% design plans and specifications and submitted comments for correction. Staff is finishing their review of the submitted 95% set of plans and specifications. Staff has met with both the City of Indio and La Quinta, and both have no revisions or concerns. Staff has sent plans to CVWD and IWA for review and VSD received comments back from both agencies for incorporation. Carollo will be performing additional potholing to verify IWA and other utilities. Potholing has revealed that an IWA water line is closer to the project alignment than indicated on record drawings and must be rerouted around the proposed siphon manhole. *Update: Revised plans have been resubmitted to IWA and CVWD for review and approval.*

- Staff is continuing to work with Harris and Associates on the Collections System Rehabilitation and Maintenance project. The first rehabilitation project on Indio Blvd. is complete. This was a good first project and lessons were learned on how to better the process for the next project. The CCTV inspection project is complete. Harris is currently developing plans for the downtown Indio rehabilitation and repair project. This is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area. The 50% plans for the Downtown Indio Rehabilitation project have been reviewed and comments have been returned to Harris for revision. The 100% design plans have been reviewed by IWA and the City of Indio and both agencies returned comments for revision. *Update: Harris is preparing a submittal package for the Department of Drinking Water in order to get approval for the project.*
- VSD has chosen SGH Architects as the architectural firm for the preliminary design of a new single-story training/office building and new laboratory building. Staff has selected a new location for the training/office building that will allow the single-story building with minimal demolition. The architect has completed the schematic design and cost estimate for both the training/office building and laboratory building. An onsite survey was conducted on July 7th. SGH Architects is continuing with final design of both the Office & Training and Laboratory Buildings. *Update: SGH has submitted 50% design plans which include both buildings for staff review and comment.*
- VSD is currently working with Stantec, who is acting as an Owner's Representative, on the repair and rehabilitation of the Influent Pump Station. The Request for Proposal (RFP) was released on August 28 and was closed on September 28, 2020. The Board awarded the project to the DCI / Dudek team, and a pre-construction meeting was held on December 4th, 2020. The DCI / Dudek has developed a preliminary bypass plan for the initial inspection and shutdown of the influent pump station structure. The preliminary bypass and inspection were completed from February 22nd to February 26th. VSD has chosen the valves and gates that will be used for this project based on Dudek / DCI and Stantec's recommendations. Dudek and VSD are coordinating the ordering and purchasing of long, lead items. Dudek has submitted the Basis of Design Report which Stantec and VSD staff have reviewed. *Update: Dudek has completed the 60% design plans and specifications. VSD and Stantec have returned comments for revision. The contractor will begin working on developing the construction cost*

estimate by the end of this month. Negotiations on a guaranteed maximum price for the project is set to begin in March 2022.

- Staff is working on implementing an asset management system for the treatment plant using Lucity web software. VSD is currently working on building out the Lucity Web system with the help of a Lucity implementor. The latest session of virtual training from the implementor was completed on August 25, 2020. Staff has finished the installation of Lucity Mobile and is pursuing the implementation of plant wide Wi-Fi that will allow access to the asset management system from a mobile device anywhere in the plant facility. Training videos for VSD staff training have been recorded. *Update: Operations and maintenance staff will begin to review the training videos and once they have been trained, use the system to create and complete work orders. Maintenance staff is also working on updating asset information and populating the system with scheduled work orders.*

Recommendation

Staff recommends that the Board receive the Manager's Report for activities during the month of December 2021.

Attachments

- Attachment A: Administrative Services Report
- Attachment B: Monthly NPDES Report
- Attachment C: Collection System Report
- Attachment D: Development Services Report
- Attachment E: Capital Improvement Program Update

Administrative Services - Task Summary 2021

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Active litigation filed	-	-	-	-	-	-	-	-	-	-	-	-	-
Board meeting	3	2	2	3	2	2	2	2	1	2	3	1	25
Budget/Finance Committee meeting	1	1	2	-	1	-	1	-	1	-	-	-	7
Operations Committee meeting	-	1	1	1	-	1	-	1	-	1	-	1	7
Employee anniversaries	-	5	1	-	5	3	3	1	2	2	1	4	27
Employee promotions	1	-	-	-	-	-	-	-	-	-	-	-	1
Facebook postings	1	-	4	2	11	9	5	2	1	5	-	-	40
Insurance claims initiated	-	-	1	-	1	-	-	-	-	-	-	-	2
Lost time work incidents	-	-	1	-	-	-	-	-	-	-	-	-	1
Media coverage items	-	-	-	-	-	-	-	-	-	-	-	-	-
New hires	-	-	-	1	-	-	2	-	1	-	2	-	6
Press release	-	-	-	-	-	-	-	-	-	-	-	-	-
Public records request	-	-	-	1	-	-	1	-	-	-	1	-	3
Resignations	-	-	-	1	1	-	1	-	-	-	-	-	3
Retirements	-	-	-	1	-	-	-	-	-	-	-	-	1

Report Name: Monthly

December 2021	Plant Influent		ASP Effluent			Pond Effluent			Total Plant Discharge (Outfall)								
	CBOD (mg/L)	TSS (mg/L)	Monthly Average Flow (MGD)	CBOD (mg/L)	TSS (mg/L)	Monthly Average Pond Effluent Flow (MGD)	CBOD	TSS	EColi (MPN/100ml)	Oil and Grease (mg/L)	Copper (ug/L)	Di(2-ethylhexyl)phthalate (ug/L)	Cyanide (total) (ug/L)	Ammonia (total, as N) (mg/L)	Nitrate (as N) (mg/L)	Nitrite (as N) (mg/L)	Total Nitrogen (mg/L)
1									39.3	< 1.5	2.4	< 0.5	2.7	3	8.6	0.7	13
2	268	206		12	6.9												
3																	
4																	
5																	
6																	
7																	
8									22.8								
9	280	270		11.5	8.17												
10																	
11																	
12																	
13																	
14																	
15									36.9								
16	258	238		10	7.07												
17																	
18																	
19																	
20																	
21																	
22									34.5								
23	264	260		13.5	8.79												
24																	
25																	
26																	
27																	
28	271	383		16	10				11.8								
29																	
30																	
31			6.39			0.000											
Average	268	271	6.39	12.6	8.19	0.000			26.7*	1.5	2.4	0.5	2.7	3	8.6	0.7	13
Minimum	258	206	6.39	10	6.9	0.000			11.8	< 1.5	2.4	< 0.5	2.7	3	8.6	0.7	13
Maximum	280	383	6.39	16	10	0.000			39.3	< 1.5	2.4	< 0.5	2.7	3	8.6	0.7	13
Exceedences	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Permit LIMITS	25	30	40.0	49.0	126	<0.01	25	5.9	9.0	4.3
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Laboratory	Collected (# of Samples)	399
	Analyzed (# of Tests)	658
	#Samples sent to Contract Lab	8
	% of Samples performed In-House	5.0%

Collection Services Task Summary Report for 2021

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Customer Service Calls	2	2	4	5	8	7	2	1	6	4	-	3	44
F.O.G. Inspection - Completed	27	26	47	39	18	29	12	27	33	15	17	25	315
F.O.G. Inspection - Fail	1												1
F.O.G. Inspection - Pass	26	26	47	39	18	29	12	27	33	15	17	25	314
Change of Ownership	1	1							1		1		4
Hot spot cleaning (total)*	26	-	-	36	-		26			36			124
Lift station inspection	19	19	19	23	23	23	19	16	19	19	19	19	237
Manhole inspection	157	125	216	163	154	161	117	93	150	141	148	137	1,762
Sewer line CCTV (feet)	0	0	32,428	28,289	16,224	3,888	19,739	6,470	19,873	19,874	19,038	20,630	186,453
Sewer line cleaning (feet)	58,522	50,400	70,368	68,722	52,573	59,063	65,193	30,295	55,419	51,650	50,092	40,229	652,526
SSO Response - Cat 1	0	0	0	0	0	0	0	0	0	0	0	0	-
SSO Response - Cat 2	0	0	0	0	0	0	0	0	0	0	0	0	-
SSO Response - Cat 3	0	0	1	0	0	0	0	0	0	0	0	0	1
USA Markings	37	33	55	31	53	69	79	54	34	35	41	26	547

*Note: Hot spot cleaning is performed quarterly



VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

8-Feb-22

Plan Check in Progress
Inspection in Progress
New Project

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
7-Eleven Golf Center	44925 Golf Center/Avenue 45	Civil plans submitted for new 7-Eleven store approved. Arch. plans approved and returned to the applicant 10/26/20. Issued permit 3915 on 10/26/20.	Inspect work improvements as scheduled.
82490 Highway 111-Former Imperial Furniture	82490 Highway 111/Arabia Street	Plans submitted for remodeled suites. Plans approved and notified applicant 4/28/21.	Waiting for owner to process permit paperwork.
Abel Lupian Commercial Bldg.	45105 Commerce Street	Plans submitted for new commercial building. Completed 1st plan check and returned to the applicant 4/3/20.	Perform 2nd plan check upon plan resubmittal.
Add'l Dwelling Unit - Cebreros Residence	83181 Blue Mountain Court	Plans submitted for additional dwelling unit. Plans approved and notified applicant 3/3/21. Permit 3967 7/26/2021	Inspect work improvements as scheduled.
Arroyo Crossing Phase 1 architectural plans	47555 Jefferson Steet/Highway 111	Architectural plans submitted for new apartment complex. Plans approved and notified applicant 12/22/21. Permit 3998 issued 1/6/22.	Inspect work improvements as scheduled.
Arroyo Crossing Phase 1 civil plans	47555 Jefferson Steet/Highway 111	Civil plans submitted for new apartment complex. Plan review completed. Plans approved and returned to applicant 12/22/21. Permit 3998	Inspect work improvements as scheduled.
Arroyo Crossing Phase 2 architectural plans	47777 Jefferson Steet/Highway 111	Architectural plans submitted for new apartment complex. Plans approved and notified applicant 1/21/22	Waiting for owner to process permit paperwork.
Arroyo Crossing Phase 2 civil plans	47777 Jefferson Steet/Highway 111	Civil plans submitted for new apartment complex. Plans approved and notified applicant 1/21/22.	Waiting for owner to process permit paperwork.
Autozone Jackson Street	41850 Jackson Street/aAvenue 42	Plans submitted for plan check. Sewer main relocation. Plans approved 1/21/21. Waiting for engineer to finalize easements docs. Permit 3954 issued 5/13/21.	Inspect work improvements as scheduled.
Best in Show Grooming	80150 Hwy 111, Unit C4/Jefferson St.	Plans submitted for pet grooming business. Plan approved and notified applicant 1/13/22. Permit 4003 1/18/22	Inspect work improvements as scheduled.
Buzzbox	42625 Jackson Street #112	Plans submitted existng building TI. Completed 1st plan check and returned to the City 2/22/19.	Perform 2nd plan check upon plan resubmittal.
Chandi Plaza	SW Corner of Indio Blvd/Avenue 44	Civil plans submitted for plan check. Plans approved and notified applicant 1/8/21. Permit 3948 issued 4/2/21.	Inspect work improvements as scheduled.
Chandi Plaza Building "B" Shell	81-971 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st check and returned to the applicant 10/13/20. Issued permit 3963 on 6/29/21.	Inspect work improvements as scheduled.
Chandi Plaza Building Restaurant Shell	81-977 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st plan check and returned to applicant 10/22/20. Issued permit 3964 on 6/29/21.	Inspect work improvements as scheduled.
Chandi Plaza Car Wash	81-983 Indio Blvd/Avenue 44	Plans submitted for plan check. Completed 1st plan check and returned to applicant 9/16/20. Permit 3965 on 6/29/21.	Inspect work improvements as scheduled.
Chavez Tenant Improvement	45330 Jackson St/Civic Center	Plans submitted for TI of existing building. Demolition of interior walls and facilities. Completed 4th plan check and returned to the City 6/25/18. Issued permit 3755 on 7/9/18. Finaled 1/7/22	No further action required
Citadel RV Storage-Phase 1	83667 Dr. Carreon Blvd/Calhoun Street	Plans submitted for construction of new RV storage facility. Plans approved and returned to the applicant 3/17/2020.	Waiting for owner to process permit paperwork.
COD Child Development Center	45742 Oasis Street	Plans submitted for child development center. Plans approved and notified applicant 1/25/22.	Waiting for owner to process permit paperwork.
College of the Desert	45524 Oasis Street	Plans submitted for campus expansion. Plan review completed, plan approved and notified applicant 1/25/22.	Waiting for owner to process permit paperwork.
Corso Residence	49491 Braley Court	Plans submitted for single family residence. Plans approved and notified applicant 9/2/20. Permit 3931 issued 1/5/21	Inspect work improvements as scheduled.
Couthouse Bar & Grill	82910 Highway 111/Jackson Street	Plans submitted for new restaurant. Completed 1st plan check and returned to applicant 12/14/20.	Perform 2nd plan check upon plan resubmittal.
Demo Unlimited Storage Yard	83-845 Ave 45/Vam Buren St	Plans submitted for plan check. Completed 2nd plan check and returned to applicant 9/25/20. Plans approved and returned 10/13/2020	Waiting for owner to submit Bonds before drafting agreement
Dorothy Church	80250 Highway 111/Jefferson Street	Plans submitted for plan check. Plans approved and notified applicant 7/12/21. Issued permit 3974 on 9/14/21.	Inspect work improvements as scheduled.
Dorothy Queen	81977 Indio Blvd, Unit 100	Plans submitted for new restaurant 10/5/21. Plans approved and notified applicant 11/4/21. Issued Permit 11/12/21 # 3984	Inspect work improvements as scheduled.
Dr. Oscar Arias	46100 Rubidoux Street Ste C-4/Hwy 111	Plans submitted for dental office TI	In queue

PROJECT NAME	STREET ADDRESS / CROSS STREET	CURRENT PROJECT STATUS	NEXT ACTION ITEM
El Pollo Loco	42223 Jackson Street/Showcase Parkway	Plans submitted for restaurant building. Completed first plan check and returned to applicant 8/5/21. Permit issued 10/21/21 3982	Inspect work improvements as scheduled.
EOS Fitness Ave 42 Gym	SWC of Spectrum Street & Avenue 42	Plans submitted for construction of new gym facility. Completed 2nd plan check and returned to the City 11/13/19.	Perform 3rd plan check upon plan resubmittal.
EOS Fitness Hwy 111	Highway/Jefferson Street	Plans submitted for construction of new gym facility. Plans approved and notified applicant 4/27/20.	Waiting for Development Agreement and Bonds before owner can process permit paperwork.
EOS Fitness Public Sewer Extension	SWC of Spectrum Street & Avenue 42	Mainline complete. Waiting on Maintenance Bond to release Performance Bond	Release Performance Bond when Maintenance Bond is received
Fred Young (Villa Hermosa Apts Phase III)	83801 Dr. Carreon Blvd / West of Van Buren	Plans submitted for apts at Fred Young Farm Labor Dev. Plans approved and returned to the applicant 7/17/2019. Submitted revision to approved plans 9/16/20 Revised Plans approved 11/5/2020. Permit 3944 issued 3/23/21.	Inspect work improvements as scheduled.

Monthly Capital Improvement Project Update - January 2022

Project Title	Project Description	Current Status	Fiscal Year Budget	Total Spent to Date
Westward Ho Sewer Siphon Replacement Design and Construction	Due to the February 2019 rain event, the existing VSD sewer siphon that crosses the CVWD storm channel at Westward Ho Drive became exposed and was damaged. In order to prevent this from happening again in the future, Carollo Engineers is currently working with VSD on the final design of a new sewer that is to be constructed well below the new channel scour depth. The design being proposed would utilize horizontal directional drilling to create a new sewer siphon alignment under the channel and adjacent to the original siphon. Permit processing with at least CVWD and possibly other regulatory agencies may extend the design/permit period. Some or possibly all the project costs will be reimbursed by FEMA / CalOES.	Revised plans have been resubmitted to IWA and CVWD for review and approval.	\$2,562,063.00	\$49,333.62
Collections System Rehabilitation Projects	Harris & Associates is assisting the District in creating a 10-year rehabilitation and replacement program for the collections system. The purpose of this project is to repair, rehabilitate, replace and/or realign aging or defective pipelines and/or segments projected to reach capacity within the foreseeable future. Harris and the District have assigned a rating and priority to all of the pipes in the collection system and are splitting them up into projects for each fiscal year. The first project for this fiscal year will consist of the rehabilitation of approximately 2,300 feet of sewer located in Indio Boulevard and underneath the railroad near Cabazon Avenue using cured in place lining. The second project will consist of hiring a contractor to perform CCTV inspections of all pipes within the District that cannot be surveyed by collections staff due to high flows or pipe diameter. The third project is the downtown Indio rehabilitation and repair project. This project is being done to rehabilitate and replace deficient sewer mains in the streets and allies of the downtown area.	Harris is preparing a submittal package for the Department of Drinking Water in order to get approval for the project.	\$2,900,000.00	\$152,561.00
Reclaimed Water Project Phase 1	The contract for this project was awarded to Schneider Electric / Stantec. The project design cost is \$2,200,000 and project schedule is approximately 460 days. Construction costs will be determined during the design phase and will be awarded to Schneider Electric / Stantec upon approval of the Board. The Reclaimed Water Project – Phase 1 will replace an aging and capacity restricting grit chamber and provide redundancy by adding a second digester and expanding the bar screens. This project will also include adding a biofilter, and a sludge thickener unit.	Schneider has completed the 60% design submittal and made corrections based on VSD comments. Schenider is preparing the guaranteed maximum price based on the latest design plans.	\$2,200,000.00	\$0.00. Per the contract, no payment is due until the project reaches the 60% design phase at which time \$2.2 million will be due.
Influent Pump Station Rehabilitation	Stantec is assisting the District as an Owner’s Representative and DCI / Dudek are acting as the design-build team for this project. The influent pump station structure is showing significant signs of deterioration. Proposed improvements to the pump station include: bypass of the pump station for inspection and repair, repair/replacement of leaking and broken gates, repair of interior concrete coating, installation of new valves for proper isolation/drainage, installation of a new jockey pump in the empty pump bay.	Dudek has completed the 60% design plans and specifications and VSD and Stantec have returned comments for revision. The contractor will begin working on developing the construction cost estimate by the end of this month.	\$3,634,476.00	\$118,573.94
New Training and Office Building and Laboratory Building	The District and SGH Architects are developing the intital design for a new office / training building that will be located to the west of the existing Operations building. The purpose of this new building is to provide space for new offices for collections and maintenance personnel as well as a training area for company events and meetings. Also as part of this project, VSD has contracted SGH to develop designs for a new laboratory building to replace the existing lab due to the current issues lab staff are experiencing with the layout and air filtering system.	SGH has submitted a 50% design plan which includes both buildings which VSD staff is currently reviewing.	\$1,922,000.00	\$267,228.00
Additional Parking and Landscaping	The District is need of additional parking for employees and customers. Staff proposes to remove the lawn at the front of the property and replace it with parking and drought tolerant landscaping.	A preliminary design of the Project has been completed. In que for the next steps.	\$500,000.00	\$0.00

Monthly Capital Improvement Project Update - January 2022

Project Title	Project Description	Current Status	Fiscal Year Budget	Total Spent to Date
Steel WaterLine Replacement	The above ground, steel waterline adjacent to the aeration basins is old and prone to leaks, especially at the grooved joints, and has exceeded its useful life. The new steel waterline will have traditional joints that will provide a longer life. This project has been on the books for several years and has been a lower priority due to lack of leaks in recent years and the difficult nature of replacement. The project was awarded to Dudek who has begun the development of the project design and specifications.	Dudek has completed the plans and specification. The project will be advertised for bids on Feruary 7th.	\$642,000.00	\$24,027.50

**VALLEY SANITARY DISTRICT
OPERATIONS COMMITTEE MEETING MINUTES**
February 1, 2022

A regular meeting of the Valley Sanitary District (VSD) Operations Committee was held at Valley Sanitary District, 45-500 Van Buren St, Indio, CA, on Tuesday, February 1, 2022.

1. CALL TO ORDER

Chairperson William Teague called the meeting to order at 1:02 p.m.

1.1 Roll Call

Committee Members Present:
Chairperson William Teague
Committee Member Mike Duran

Staff Present:
Ron Buchwald, Engineering Services Manager, Dave Commons, Facility Operations Manager, and Holly Gould, Clerk of the Board

Guests Present:
Valerie Houchin, Schneider Electric

1.2 Pledge of Allegiance

2. PUBLIC COMMENT

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

None.

3. DISCUSSION / ACTION ITEMS

3.1 Facility Process Control Modification to Consistently Remove Ammonia and Total Nitrogen

Dave Commons, Facility Operations Supervisor, stated that in April 2020, the State of California Colorado River Basin Regional Water Quality Control Board as part of Board Order R7-2020-007 required the VSD to complete an Ammonia technical study within 18-months to evaluate the ability of VSD's treatment facility to reduce ammonia discharges into the Coachella Valley Whitewater Storm Water Channel. He explained that usually when the Regional Board requires such a technical study, pending or potential effluent discharge requirement modifications to the plant's NPDES permit are looming. Since the completion of the Ammonia Study, the Staff wanted to evaluate possible process modifications that could be implemented with minimal costs, that would enhance the ability of the current activated sludge facility to remove ammonia and total nitrogen from the effluent. One of the District's four (4) aeration basins has been modified into a process pilot project. Process modifications will be made to that

one basin to determine which process modifications will achieve the most nutrient removal for the minimum cost. This will allow process modifications to be made without impacting the entire plant. The committee discussed the step feed process and how it works.

3.2 Project Update: Recycled Water Project - Phase 1 Design Alternative

Ron Buchwald, Engineering Services Manager, stated that during the 30% design phase, VSD staff worked with the design-build team on key design components. Once the components were selected by operations staff, the design-build team provided the engineering design and specifications to ensure they would fit within our plant. One specific component was the sludge thickening of the primary waste before entering the digester. There were three (3) primary types of waste thickeners presented to VSD staff: gravity belt thickeners (GBT), rotary drum thickeners (RDT), and dissolved air floatation thickeners (DAFT). The design-build team selected the DAFT system. Operations staff had little to no experience with DAFT units, but they researched other public agencies that had these units, found that they worked well, and selected the unit type that made the most sense for VSD. The 30% design phase was completed in June 2021 utilizing the DAFT system. In November of 2021, VSD hired Dave Commons, Facility Operations Manager. Dave's has vast experience in the sewer treatment industry, including sewer treatment plant design. In Dave's review of the design reports and drawings, he noticed that a DAFT system was selected for the sludge thickening. Dave has substantial experience with each of the three (3) primary devices. He was not in favor of the DAFT unit because it represented an older technology, lower operational efficiency, and maintenance difficulties. After careful consideration, management staff recommended that the team revisit this design component and consider the rotary drum thickener option. The design of the DAFT unit is complete and is available as an option. The design alternative pricing for the RDT is near complete and will be ready to proceed with approval. If the design alternative is accepted, the fiscal impact of this change is estimated at \$387,497.

3.3 Review and Discussion of the Draft Fiscal year 2023 (FY23) Capital Improvement Projects and Ranking Lists

Staff has prepared a draft list of projects to be included in the District's Capital Improvement Program (CIP) for FY23. The list consists of the Reclaimed Water Phase 1 treatment upgrade project, Influent Pump Station Rehabilitation Project, Collection System Sewer Main Rehabilitation and Replacement Program, and several other needed projects. Staff will discuss some of the smaller or older projects on the list. Staff also developed a ranking system to prioritize the top five (5), large CIP projects for staff to concentrate on the highest scoring projects. The top five (5) projects are Recycled Water Phase 1, Westward Ho Sewer Siphon, Influent Pump Station Rehabilitation Project, New Office & Lab Buildings, and Collection System Sewer Main Rehabilitation and Replacement Program.

4. FUTURE MEETING ITEMS

Staff will develop a presentation on the design-build process and how it works.

5. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:14 p.m. The next regular committee meeting will be held on April 5, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District