



Board of Directors Regular Meeting
Tuesday, March 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/83479455487> Meeting ID: 834 7945 5487**

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. March Employee Anniversaries
 - Steve Shepard, Development Services Supervisor - 26 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 Minutes for February 22, 2022 Regular Meeting, and March 2, 2022 Special Meeting 5 - 10

[3.1 22 Feb 2022 Meeting Minutes.pdf](#) 

[3.1 02 Mar 2022 Special Meeting Minutes.pdf](#) 

- 3.2. Approve Warrants for February 17, 2022 through March 1, 2022 11 - 12

[3.2 Warrants for February 17, 2022 to March 1, 2022.pdf](#) 

4. NON-HEARING ITEMS

- 4.1. Authorize the General Manager to Sign the Proposal for Financing Through Bank of America for the Recycled Water Project Phase 1 13 - 14

[4.1 Staff Report Bank of America Invitation To Apply.pdf](#) 

- 4.2. Authorize the General Manager to Amend the Contract with Advanced Resources for Contract Services 15 - 16
[4.2 Approval of Lab Technician Contract.pdf](#) 


- 4.3. Authorize Emergency Repair for Hurst Powerflame Boiler 17 - 24
[4.3 Staff Report Emergency Repair for Boiler.pdf](#) 
[4.3 Attachment A California Boiler Quote.pdf](#) 
[4.3 Attachment B Purchase Order & Justification.pdf](#) 
[4.3 Attachment C Photos of Repairs.pdf](#) 

5. GENERAL MANAGER'S ITEMS

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

- 5.1. Monthly General Manager's Report 25 - 36
[5.1 Staff Report GM Report January 2022.pdf](#) 
[5.1 Attachment A Admin Services Report.pdf](#) 
[5.1 Attachment B NPDES report for January.pdf](#) 
[5.1 Attachment C Collection Services Report January.pdf](#) 
[5.1 Attachment D Development Services Report February 2022.pdf](#) 
[5.1 Attachment E Capital Improvement Program Report March 2022.pdf](#) 
[5.1 Attachment F Laboratory & Compliance Report for January.pdf](#) 

6. COMMITTEE REPORTS

- 6.1. Budget & Finance Committee - March 1, 2022 37 - 38
[6.1 1 Mar 2022 Budget and Finance Meeting Minutes.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

8.1. Wastewater Sampling Presentation

39 - 50

[8.1 Wastewater Sampling Presentation.pdf](#) 

[8.1 Attachment A Wastewater Sampling Powerpoint.pdf](#) 

9. PUBLIC COMMENT

Public comment on any item to be discussed in Closed Session.

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 for General Manager

11. CONVENE IN OPEN SESSION

Report out on Closed Session items

12. 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
February 22, 2022**

A regular Board Meeting of the Governing Board of Valley Sanitary District (VSD) was held on Tuesday, February 22, 2022, at 45-500 Van Buren St., Indio, CA 92201.

1. CALL TO ORDER

President Sear called the meeting to order at 1:02 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, Tino Tijerina, Matt Pittelli, Chris Rahman, and Craig Hayes, Best Best & Krieger

Guests:

Hugh Curtis, Desert Cornerstone Insurance Service, Inc.

1.2 Pledge of Allegiance

1.3 New Employee Introduction

- Muhammad "Chris" Rahman, Maintenance Technician

The Board welcomed the District's newest employee, Chris Rahman, Maintenance 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 February 8, 2022, Regular Meeting Minutes

3.2 Approve Warrants for February 2, through February 16, 2022

- 3.3 Adopt Resolution No. 2022-1155 Proclaiming a Local Emergency, Re-Ratifying the Proclamation of a State of Emergency by Governor Gavin Newsom, dated March 4, 2020, and Executive Order N-1-22 dated January 5, 2022, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of Valley Sanitary District for the period of February 23, 2022, through March 25, 2022, Pursuant to Brown Act Provisions
- 3.4 Monthly Financial Report for January 31, 2022
- 3.5 Approve Credit Card Report for January 31, 2022

Secretary/Treasurer Coleman requested item 3.4 be removed from the consent calendar for discussion.

ACTION TAKEN:

MOTION: Vice President Canero motioned to approve items 3.1, 3.2, 3.3, and 3.5 of the consent calendar, including Resolution 2022-1155. Director Duran seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2022-3176

- 3.4 Monthly Financial Report for January 31, 2022

This item was removed from the consent calendar for further discussion. Jeanette Juarez, Business Services Manager, presented the monthly financial report for January 31, 2022. She explained that the revenues are over by 83.5% 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 January 31, 2022, the District has incurred \$5,245,048 in expenditures. The District's expenditures are \$1,152,460 or 18.0% under the FYTD straight line budget. Jeanette also informed the Board of \$2 million in connections fees for the new low-income housing development.

ACTION TAKEN:

MOTION: Secretary/Treasurer Coleman motioned to approve the Monthly Financial Report for January 31, 2022. Director Teague seconded the motion. Motion carried unanimously.

MINUTE ORDER NO. 2022-3177

4. NON-HEARING ITEMS

- 4.1 Approve Renewal of Environmental Pollution Liability Coverage

Hugh Curtis, Desert Cornerstone Insurance, presented the Environmental Pollution Liability Coverage renewal to the Board. He stated that the policy did not change from last year. The policy provides a \$2,000,000 limit of liability. Coverage A is for on-site Pollution Liability, and Coverage B provides off-site pollution activities. The annual premium for the coverage is \$17,758.

ACTION TAKEN:

MOTION:

Secretary/Treasurer Coleman made a motion to approve the annual renewal of the Environmental Pollution Liability coverage. Vice President Canero seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2022-3178

4.2 Receive and File Continuing Disclosure Annual Reports for the Fiscal Year 2020/2021

Jeanette Juarez, Business Services Manager, presented the Continuing Disclosure Annual Reports for the \$7,540,000 Wastewater Revenue Refunding Bonds, Series 2015, and the \$8,848,000 Assessment District No. 2004-VSD (Shadow Hills Interceptor) Limited Obligation Improvement Bonds, Series 2005. Governments or governmental entities (Issuers) issuing bonds must meet specific continuing disclosure standards outlined in Continuing Disclosure Agreements (CDA). Under these contractual agreements, the Issuer commits to provide certain financial information and notices of listed events to the marketplace. Pursuant to the Continuing Disclosure Certificates, the Continuing Disclosure Annual Reports are due no later than February 15 each year.

ACTION TAKEN:

MOTION:

Secretary/Treasurer Coleman made a motion to receive and file the Continuing Disclosure Annual Reports for Fiscal Year 2020/2021. Director Teague seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2022-3179

4.3 Authorize the Rehabilitation of the Sludge Spiral Heat Exchanger

Matt Pittelli, Electrical Instrumentation Technician, reported that to maintain the integrity and quality of the digester, staff recommends the replacement of the sludge spiral heat exchanger and all necessary hardware for rehabilitation. He stated that this piece of equipment was installed during the plant expansion in 2013. Alfa Laval is the only manufacturer to provide the parts needed for this project, thus this is a sole source procurement.

ACTION TAKEN:

MOTION:

Director Teague made a motion to authorize the purchase of all recommended and necessary material for the rehabilitation of the sludge spiral heat exchanger from Alfa Laval for a not to exceed the amount of \$61,110, including the cost of tax and freight. Director Duran seconded the motion. Motion carried by the following roll call vote:

AYES: Canero, Coleman, Duran, Sear, Teague

NOES: None

MINUTE ORDER NO. 2022-3180

5. GENERAL MANAGER'S ITEMS

Beverli Marshall, General Manager, gave an update on the CASA DC Forum at the end of the month. She spoke with IFS, and they informed her that most of Washington will still be closed due to Covid, so many of the meetings scheduled with be through Zoom.

6. COMMITTEE REPORTS

6.1 East Valley Reclamation Authority (EVRA) – February 15, 2022

EVRA President, Dennis Coleman, informed the Board that at the EVRA Board meeting, the Board selected officers for 2022, received and filed the audited financial statements for the fiscal year 2020/21 and the fiscal year 2021/22 mid-year budget report. He also stated that Reymundo Trejo, IWA General Manager, and Beverli Marshall, VSD General Manager, gave an update on the Recycled Water Project. He noted that the project is moving forward and exploring additional alternatives to spreading and injection.

7. DIRECTOR'S ITEMS

Director Duran requested that an agenda item be brought to the Board addressing the General Manager's VSD obligations outside of the office. He would like to set a standard that can be referred to if needed.

8. INFORMATIONAL ITEMS

Staff informed the Board that the lift station tour would need to be rescheduled for March.

9. PUBLIC COMMENT

This is the time set aside for public comment on any item discussed in Closed Session.

None.

10. CONVENE IN CLOSED SESSION

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

10.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Pursuant to Government Code paragraph (2) or (3) of subdivision (d) of Section 54956.9 (one potential case – circumstances need not be disclosed pursuant to paragraph (1) of subdivision (e) of Government Code Section 54956.9

The Board adjourned to Closed Session at 2:23 p.m.

11. CONVENE IN OPEN SESSION

Report out on Closed Session items

The Board reconvened in open session at 2:47 p.m. Craig Hayes, District Counsel, reported that there was nothing to report.

12. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:48 p.m. The next regular Board meeting will be on March 8, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District

**VALLEY SANITARY DISTRICT
MINUTES OF SPECIAL BOARD MEETING
March 2, 2022**

A special Board Meeting of the Governing Board of Valley Sanitary District was held via Microsoft Teams and at Rayburn House Office Building, 2269 Independence Ave. SW, #2205, Washington D.C. 20515, on Wednesday, March 2, 2022 at 8:00 a.m. PST.

1. CALL TO ORDER

1.1 Roll Call

Directors Present:
Debra Canero, Mike Duran, and Scott Sear

Staff Present:
Beverli A. Marshall, General Manager

2. NON-HEARING ITEMS

2.1 Meeting with Sam Mahood with Senator Alex Padilla
Microsoft Teams Meeting
8:00-8:30 a.m. PST

2.2 Meeting with Representative Ken Calvert
Rayburn House Office Building
2269 Independence Ave. SW, #2205
Washington D.C. 20515
11:30 a.m.–12:00 p.m. PST

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

3. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:00 p.m. PST. The next regular board meeting will be held March 8, 2022.

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

DISBURSEMENTS
Approved at the Board Meeting of
March 8, 2022

40152 Analytical Technology, Inc.	Gas phase sulfite sensor	\$341.61
40153 Foster-Gardner, Inc.	All season for landscaping	\$788.44
40154 Grainger	Multitool black	\$790.13
40155 Thomas Scientific	Digital solarus	\$1,510.56
40156 USA Blue Book	TNT+ Alkalinity	\$303.92
40157 VWR International, Inc.	Support screen	\$138.91
40158 Harris & Associates	PADM PH 3 Project - 01/01/2022-01/29/2022	\$27,620.50
40159 Innovative Document Solutions	Canon copier maintenance - January 2022	\$56.47
40160 Southwest Networks, Inc.	HP Probook 450 Laptop	\$1,420.34
40160 Southwest Networks, Inc.	Labor charges - January 2022	\$950.00
40161 ABM Office Solutions, Inc	Cubical rental - January 2022	\$1,476.79
40161 ABM Office Solutions, Inc	Buyout of cubicals	\$4,818.03
40162 Alliance Protection	Fire alarm monitoring	\$366.00
40163 American Red Cross	First aid/CPR/AED training	\$2,150.00
40164 Anna Bell	Boot allowance reimbursement	\$32.59
40165 Aquatic Informatics Inc	WaterTrax annual subscription 5/1/2022-4/30/2023	\$4,897.72
40166 Automation Pride	Repairs to edge sensor	\$190.00
40167 Branden Rodriguez	Admin team lunch reimbursement	\$107.42
40168 Caltest Analytical Laboratory	Monthly samples	\$140.10
40168 Caltest Analytical Laboratory	Weekly samples NPDES	\$219.45
40168 Caltest Analytical Laboratory	Monthly samples	\$1,795.95
40169 Cart Mart, Inc.	Transporter cart	\$15,813.66
40170 Coachella Valley History Museum	Outreach, exhibit space contract year 03/01/2022-02/28/2023	\$30,000.00
40171 Core & Main LP	Flange ring gasket	\$247.00
40172 CV Strategies	Strategic communications services - January 2022	\$7,743.75
40173 Desert Cornerstone Insurance Service, Inc	Environmental Pollution Policy 3/1/2022-02/28/2023	\$17,758.00
40174 Desert Hose & Supply	Silicon heater hose, unions	\$47.71
40174 Desert Hose & Supply	Clearbraided, brass pipe coupling, sweep nozzle	\$134.23
40174 Desert Hose & Supply	Liquid filled gauge, bushing, tank valve	\$49.57
40175 Diamond Environmental Services, LP	Portable restroom services - 02/21/2022-03/20/2022	\$246.43
40176 Dudek & Associates, Inc.	Plant watermain replacement ph 2 - Jan 2022	\$3,107.50
40177 E.S. Babcock & Sons, Inc.	Masters water testing	\$100.33
40178 Engineering Solutions Services, Inc	Grant writing services - 11/1/2021-12/31/2021	\$3,258.75
40179 Environmental Resource Associates	PH, Demand	\$213.35
40180 Fisher Scientific	GGA Concentrate	\$134.85
40181 Fluid Components International LLC	Field service work for flow meter repairs	\$2,415.77
40181 Fluid Components International LLC	Insertion air/gas flow meter	\$4,645.65
40182 Fulton Distributing Co.	Plant supplies	\$654.41
40183 Golden Harvest, Inc	SS slide gate	\$42,113.44
40184 Grainger	Heat gun, hdmi cable	\$233.08
40184 Grainger	Impact driver	\$384.54
40184 Grainger	Combo wrench, hammer, sledge hammer, screwdriver	\$457.14
40184 Grainger	Pipe cement	\$106.53
40184 Grainger	Kneeling pad, keyed padlock, combination padlock	\$187.74
40184 Grainger	Plug in bulb	\$51.99
40184 Grainger	Exhaust port flow control	\$15.11
40185 Healthy Futures, Inc.	Wellness services - February 2022	\$1,500.00
40186 Lawson Products, Inc.	Parts for shop	\$1,843.75
40187 Linde Gas & Equipment Inc.	Tank rental - 01/20/2022-02/20/2022	\$147.70
40188 Lock Shop	Copies of keys for plant	\$21.30
40189 Lorraine Shinnette	Lab analyst grade 3 exam reimbursement	\$210.00
40190 MidAmerica	Q4 2021 admin platform fee	\$225.00
40191 Mobile Modular Managment Corp	Office trailer rental 2/11/2022-03/12/2022	\$655.15
40192 Quinn Company	Battery	\$465.82
40193 Safety-Kleen Systems, Inc.	Used oil recycle services	\$451.50
40193 Safety-Kleen Systems, Inc.	Gastec aqueous sample tube, parts washer service	\$190.32
40194 Southern California Boiler, Inc.	Inspect and labor for leak in boiler	\$1,804.33
40195 Southwest Networks, Inc.	Office 365 premium - 02/01/2022-03/18/2022	\$12.50
40196 Staples Advantage	New charges - February 2022	\$265.82
40197 United Way of the Desert	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$20.00
40198 Univar Solutions	Sodium bisulfite - 2/18/2022	\$6,744.42
40199 Valley Office Equipment, Inc	Sharp Copier maintenance - 01/13/2022-2/12/2022	\$86.36
40200 Walters Wholesale Electric	Steel union	\$95.03
202202241 Dept. of Motor Vehicles	Pull notice	\$1.00
202202250 CalPERS Retirement	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$20,600.36
202202251 Umpqua Bank	New charges - January 2022	\$16,232.86
202202252 Paychex - Direct Deposit	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$81,294.50
202202253 Paychex - Fee	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$182.32
202202254 Paychex - Garnishment	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$210.46
202202255 Paychex - Tax	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$38,013.11
202202256 Vantage Point Transfer Agents - ICMA	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$1,470.00
202202257 MassMutual	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$10.00
202202258 Nationwide Retirement Solution	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$1,725.00
202202259 CalPERS 457	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$1,219.15
202202281 Domino Solar LTD	Electricity - January 2022	\$3,416.90

202202282 Standard Insurance Company	Life and disability - March 2022	\$1,618.71
202202283 Standard Insurance Company	Dental and vision insurance - March 2022	\$4,507.00
202202284 CalPERS Health	Health insurance - March 2022	\$48,203.36
202202285 Colonial Life	PR 01/21/2022 - 02/03/2022 PD 02/11/2022	\$981.75
202202285 Colonial Life	PR 02/04/2022 - 02/17/2022 PD 02/25/2022	\$902.33
202202285 Colonial Life	To be deducted 03/11/2022	\$3.65
202202285 Colonial Life	To be deducted 03/11/2022	\$83.07
202202288 Cintas Corp	Uniforms, mats, towels, etc	\$516.01
202202288 Cintas Corp	Uniforms, mats, towels, etc	\$446.64
202202288 Cintas Corp	Uniforms, mats towels, etc - Week of 02/17/2022	\$460.95
202202288 Cintas Corp	Uniforms, mats, towels, etc - week of 02/24/2022	\$449.25
202203022 FedEx	Shipping charges - 02/08/2022	\$233.32
202203022 FedEx	Shipping charges as of 02/11/2022	\$20.37
202203031 Imperial Irrigation District	Electricity - January 2022	\$57,455.99
202203041 Verizon Wireless	Cell service - February 2022	\$956.34
202203081 Indio Water Authority	Water service - January 2022	\$1,360.83
		\$477,549.69



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

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Jeanette Juarez, Business Services Manager
SUBJECT: **Authorize the General Manager to Sign the Proposal for Financing Through Bank of America for the Recycled Water Project Phase 1**

<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 to request that the Board of Directors grant authority to the General Manager to sign the proposal from Bank of America for the Recycled Water Project Phase 1 financing.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Objective 5.1: Align long-term financial planning with strategic priorities.

Fiscal Impact

The estimated financing for this project is \$71 million.

Background

The Recycled Water Project – Phase 1 is a Capital Improvement Project of high priority for the District. The Recycled 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 sludge thickener unit. This project must meet anticipated regulatory requirements, tertiary treatment, and recycled water production.

The Board of Directors reviewed this item at January 25, 2022, regular Board meeting. At the board meeting, staff presented the project status of the Recycled Water Project Phase 1, funding needs, and financing options. Due to the complexity and size of the loan, financing can sometimes be restricted to those banks that have the capability of issuing such loans. After reviewing several options for funding, the Board of Directors determined that Bank of America was the best option for financing the Recycled Water Project Phase 1. The Recycled Water Project Phase 1 scope meets the initial criteria for

this special financing. The loan does not impact the District's ability to do traditional lease revenue bonds in the future.

Authorizing the General Manager to sign the financing proposal will ensure that the interest rate is locked for 90 days. After legal review, the financing agreement and resolution will then be brought to the entire Board for approval in April.

Recommendation

Authorize the General Manager to sign the proposal for financing through Bank of America for the Recycled Water Project Phase 1.

Attachments

None.



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

TO: Board of Directors

THROUGH: Beverli A. Marshall, General Manager

FROM: Anna Bell, Laboratory & Compliance Supervisor

SUBJECT: Authorize the General Manager to Amend the Contract with Advanced Resources for Contract Services

<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 need to solicit services with Advanced Resources for a temporary laboratory technician.

Strategic Plan Compliance

This item complies with VSD Strategic Plan Goal 1: Fully staffed with highly trained and motivated team.

Fiscal Impact

The FY 2021/22 fiscal impact for cost of services is approximately \$28,000. The bill rate includes all Advanced Resources fees for hourly pay, payroll, and insurance costs. The District will use budget savings from the approved fiscal year 2021/22 budget.

Rate	Shift Hr.	Weekly Cost	Duration	Total # Days	Total Cost of Services
\$ 46.50	8	\$ 1,860.00	March 14 - June 30, 2022	75	\$27,900.00

The FY 2022/23 fiscal impact for cost of services is approximately \$31,000. The bill rate includes all Advanced Resources fees for hourly pay, payroll, and insurance costs. The District has included a line item in the fiscal year 2022/23 budget for the remaining balance to account for the additional leave period.

Rate	Shift Hr.	Weekly Cost	Duration	Total # Days	Total Cost of Services
\$ 46.50	8	\$ 1,860.00	July 1 – October 31, 2022	82	\$30,504.00

Total fiscal cost of services in 2022 will be:

Rate	Shift Hr.	Weekly Cost	Duration	Total # Days	Total Cost of Services
\$ 46.50	8	\$ 1,860.00	March 14 – October 31, 2022	157	\$58,404.00

Background

A laboratory staff member will be requesting FMLA leave for an extended period of time, which will create a labor shortage in the laboratory department.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to solicit the services of Advanced Resources for the hire of a temporary laboratory technician. Staff are requesting the temporary position to start in March to train the new staff member before the leave-request is enacted, tentatively in April. The temporary laboratory technician will support the department in preventing down-time in services rendered by the laboratory to support the Operations Department needs and NPDES requirements.

Attachments

None.



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

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
FROM: Ed Luna, Maintenance Technician
SUBJECT: **Authorize Expenses to Repair Hurst Powerflame Boiler for an Amount Not to Exceed \$40,000**

<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 need to approve expenses associated with the repairs needed for the District’s Hurst Powerflame Boiler.

Strategic Plan Compliance

This item complies with VSD Strategic Goal 3: Excellent Facilities.

Fiscal Impact

The funds allocated for this repair will come from the FY 2021/22 Capitol Budget: Emergency Repairs.

Background

Staff requests that the Board authorize the emergency repair for the Hurst boiler. Due to a leak in the heat exchanger, sludge from the digester was allowed to fill the heat chamber of the boiler causing the heat transfer tubes to crack. This resulted in water and sludge filling the heater element housing. Without this repair the boiler will not be able to function and maintain the temperature of the digester sludge. Due to the specificity of the parts needed this is a sole source procurement from California Boiler.

Recommendation

Staff recommends that the Board of Directors authorize the General Manager to approve cost of repairs for one (1) Hurst Powerflame Boiler for an amount not to exceed \$40,000, including tax and delivery.

Attachments

- Attachment A: California Boiler Quote
- Attachment B: Purchase Order & Justification
- Attachment C: Photos of Repairs



CALIFORNIA BOILER

SERVICE • PARTS • SALES • RENTALS

QUOTE

Quote Number:
25126

Work Order Id:

Date:
02/22/2022
Expiration Date:
04/01/2022
Submitted By:
DAVIDK
Page: 1 of 2

Proposal To:
VALLEY SANITARY DISTRICT
Tino Tijerina
45500 VAN BUREN ST.
INDIO CA 92201

Service Location:
VALLEY SANITARY DISTRICT
45500 VAN BUREN ST.
INDIO CA 92201
1132

CALIFORNIA BOILER IS PLEASED TO PROVIDE THIS QUOTE FOR THE BOILER REPAIRS.
PREVAILING WAGE RATES APPLY.

Option # BURNER ELEMENT

Equipment	Manufacturer	Model
Power flame	Power flame	NP2R-GG-170
Serial # 051349575		Year: 0000 Size 0.00

- COMPLETE RETUBE , REPLACE (1) BURNER ELEMENT HURST F3200-30-107
- PERFORM LOCKOUT / TAGOUT ON ALL RELATED EQUIPMENT
- CUT AND REMOVE (79) 2" BOILER TUBES AND DISCARD OFF SITE
- CLEAN AND PREPARE BOTH TUBE SHEETS TO ACCEPT NEW TUBES
- PROVIDE AND INSTALL (79) NEW CODE SA -178-GR-A BOILER TUBES
- ROLL AND BEAD TUBES ON BOTH ENDS
- PROVIDE AND INSTALL (1) NEW BURNER ELEMENT- 885012
- PERFORM HYDROSTATIC TEST TO ENSURE NO TUBE LEAKS
- CUSTOMER SHOULD BE PRESENT DURING TESTING
- PROVIDE ALL NEW GASKETS AND SEAL UP BOILER
- PROVIDE QUALIFIED TECHNICIAN TO FINE TUNE COMBUSTION FOR MAXIMUM EFFICIENCY AND LOWEST EMISSIONS
- PERFORM SAFETY LIMIT TESTS
- PROVIDE REPORT OF WORK PERFORMED AND ANY RECOMMENDATIONS
- *ESTIMATED COMPLETION (7) BUSINESS DAYS
- *PARTS ARE CURRENT IN STOCK BUT IS SUBJECT TO SALE

Initial: EL

Total	33,431.67
Estimated Sales Tax	619.65
Estimated Total Sale	34,051.32

Santa Ana, CA | San Diego, CA | Visalia, CA
Modesto, CA | North Bay, CA | Medford, OR

CA License: 496036



CALIFORNIA BOILER
SERVICE • PARTS • SALES • RENTALS

QUOTE

Quote Number:
25126
Page: 2 of 2

Accepted By:

Edealle

Date:

2/23/22

*Emergency
purchase*

12-8660000-0

\$40,000

Santa Ana, CA | San Diego, CA | Visalia, CA
Modesto, CA | North Bay, CA | Medford, OR

CA License: 496036



VSD

Purchase Order

Please legibly print the information needed below.

Please attach all necessary documentation to the Purchase Order.

45-500 Van Buren Street
Indio, CA 92201
Phone: 760-238-5400

PO # format: 02/23/2022 - EL
 Purchase Order #: MWDDYXY - Initials
 Date: 02/23/2022
 Requested By: ED LUNA

Vendor Name: California Boiler
 Address: 1800 Newport Circle
 City, State, Zip: Santa Ana Ca 92705
 Phone #: 1-714-891-0701
 Attention: Accounts Payable

Need By	Ship Via	Ordered By	Terms
2/24/2022		ED LUNA	

Quantity	Description	Unit Price	Extended Price
1	Complete Retube of hot side of Hurst boiler. Replace 1 heater element. Hydrostatic test	36,750.00	36,750.00
	Shipping / freight (estimate, if necessary)		

QUOTE #:	25126	SUBTOTAL	\$ 36,750.00
NOTES AND COMMENTS:		TAX 8.75 %	\$ 3,215.62
		TOTAL	\$ 39,965.62

APPROVALS, AS NEEDED:

SUPERVISOR: *[Signature]* Date: 02/24/2022
 MANAGER: Date:
 GEN'L MGR: Date:
 BOARD: Date:

(SECTION III) EXPLANATION

(Use additional sheet if needed)

Hurst Boiler is the manufacture of the Boiler and California Boiler is the only approved service company authorized and certified to perform rebuild of Boiler to perform necessary repairs.

(SECTION IV) AUTHORIZATION/APPROVALS

Department Maintenance Requisition/Order Number _____
Department Head Signature [Signature]
Printed Name A. Tijerina
General Manager's Signature _____ Date _____

February 23, 2022

Justification for emergency purchase

This request for emergency purchase is to allow the Maintenance department to schedule and have repairs made by California Boiler on the districts Hurst hot water boiler.

This boiler is a crucial piece of equipment on the plant that allows for operations to maintain a healthy temperature of 103*, by sending a controlled water temp to a heat exchanger. In the heat exchanger the sludge from the digester is passed through, heated, and returned to the digester.

Without the boiler the above process will not be able to be completed and the internal temp of the digester will continue to drop resulting in a loss of the entire sludge currently stored.

Respectfully,



Ed Luna

Maintenance Tech

Water & Sludge In Heater Element Housing



Damaged Heater Element



Damaged Heat Transfer Tubes



Replaced Heat Transfer Tubes





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

TO: Board of Directors
THROUGH: Beverli A. Marshall, General Manager
SUBJECT: **Monthly General Managers Report – January 2022**

<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 January 2022.

Administrative Services

- Laboratory Analyst, Lorraine Shinnette passed the Laboratory Analyst Grade III Certification Examination
- The fiscal year 2022/23 budget preparation process continues. The Business Services Manager is reviewing Operating & Maintenance (O&M) budget requests, department summaries, and department goals. A special budget workshop is scheduled for April 19, 2022.
- Commenced the fiscal year 2022/23 budget book design concepts.
- Completed onboarding for new hire Maintenance Technician in Training on 02/22/2022
- Specialized committee completed their review of the Request for Proposal (RFP) Employee Handbook and District Policies
- Completed CSDA salary survey
- Completed Department of Transportation (DOT) Biennial Update
- Completed Form 700

Operations & Maintenance

- Operations has been evaluating the use of ferric chloride in the primary clarifiers for odor control in the anaerobic digester and how the carryover into the aeration system is affecting ammonia control. We are seeing an improvement in the reduction of ammonia in the aeration basin since reducing the ferric chloride feed. We are continuing to evaluate process changes to the aeration system to improve ammonia reduction.
- Both Operations and Maintenance is working with Engineering to set up the Lucity Maintenance Software to be a functional computerized maintenance management system.
- We are up to full staffing in both Operations and Maintenance and two of our operators passed their operator certification tests and have been issued their OIT Certification with the SWRCB.

Development Services

- Construction has begun on the Arroyo Crossing I project, a 184-unit low-income apartment complex located on the west side of Jefferson St south of Hwy 111.
- 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 has begun 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.

Collection Services

- No-Spill report for the month of February 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 46.
- CCTV Inspection work is currently being conducted in the area of Golf Center and Hopi.

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. Carollo is currently preparing a proposal for services during bidding and construction.

- 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. Inspection of all lift stations has been completed and Harris is preparing the assessment report and program recommendations.
- 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 in December 2021. This project has been delayed until staff gets consultant help with performing plan review.
- 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 is revising the 60% design plans per VSD and Stantec comments. The contractor is 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 late 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 January 2022.

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
- Attachment F: Laboratory & Compliance Report

Administrative Services - Task Summary 2022

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

January 2022	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																	
2																	
3																	
4																	
5									19.1								
6	300	262		12	6.9												
7																	
8																	
9																	
10		274			4.4												15
11																	
12									1.0								
13	300			< 5										6.9	1.3		
14																	
15																	
16																	
17																	
18									8.4								
19																	
20	366	240		9.4	5												
21																	
22																	
23																	
24	249	240		22	7.1												
25																	
26									1.0								
27																	
28																	
29																	
30			6.66			0.000											
31									5.0								
Average	304	254	6.66	12.1	5.9	0.000			3.8*	1.5	2.1	0.5	1.7	6.2	6.9	1.3	15
Minimum	249	240	6.66	< 5	4.4	0.000			1.0	< 1.5	2.1	< 0.5	1.7	6.2	6.9	1.3	15
Maximum	366	274	6.66	22	7.1	0.000			19.1	< 1.5	2.1	< 0.5	1.7	6.2	6.9	1.3	15
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		

Collection Services Task Summary Report for 2022

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total To Date
Customer Service Calls	-												-
F.O.G. Inspection - Completed													-
F.O.G. Inspection - Fail													-
F.O.G. Inspection - Pass													-
Hot spot cleaning (total)*	26												-
Lift station inspection	19												-
Manhole inspection	47												-
Sewer line CCTV (feet)													-
Sewer line cleaning (feet)	28,012												-
SSO Response - Cat 1	0												0
SSO Response - Cat 2	0												0
SSO Response - Cat 3	0												0
USA Markings	40												-
*Note: Hot spot cleaning is performed quarterly													



VALLEY SANITARY DISTRICT DEVELOPMENT SERVICES REPORT

8-Mar-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. Permitted 2/28/2022 4007	Inspect work improvements as scheduled.
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.
Anytime Fitness	81801 Indio Blvd/Hoover Street	Plans submitted for gym in existing building.	In queue
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 Permit 4005 on 2/7/22.	Inspect work improvements as scheduled.
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. Permit 1005	Inspect work improvements as scheduled.
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.	10% warrenty bond in place Reinspect and notice of acceptance Due 1/1/2023
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.
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.
Destiny 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.
Diary 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. Completed 1st plan check and notified applicant 2/9/22.	Perform 2nd plan check upon plan resubmittal.

Monthly Capital Improvement Project Update - March 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. Carollo is currently preparing a proposal for services during bidding and construction.	\$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. Inspection of all lift stations has been completed and Harris is preparing the assessment report and program recommendations.	\$2,900,000.00	\$180,181.50
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 is revising the 60% design plans per VSD and Stantec comments. The contractor is 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.	\$3,634,476.00	\$119,719.94
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

Monthly Capital Improvement Project Update - March 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 was advertised for bids on February 7th. The bid opening is set for March 16.	\$642,000.00	\$27,135.00
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

Lab & Compliance Services Summary Report for 2022

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Environmental Services												
Customer Service Calls	5											
Commercial Approval Letters												
Change of Ownership Inspection	1											
SIU Permit Compliance	3											
FOG-FSE Inspections Completed	23											
Commercial Inspections Completed	4											
Environmental & Collections investigations	3											
Failed Inspections or NOV												
Total # of Inspections	33											
Laboratory												
# of Collected Samples	478											
# of Tests (Analyses)	692											
# of Samples sent to Contract Labs	41											
# of Contracted Tests (Analyses)	79											
% of Samples performed In-House	91.4%											

23
Total YTD
5
3
23
4
3
0
33
Total YTD
478
692
41
79

**VALLEY SANITARY DISTRICT
BUDGET & FINANCE COMMITTEE MEETING MINUTES**

March 1, 2022

A regular meeting of the Valley Sanitary District (VSD) Budget & Finance Committee was held at 45-500 Van Buren Street in Indio, California, on Tuesday, March 1, 2022.

1. CALL TO ORDER

Chairman Dennis Coleman called the meeting to order at 1:00 p.m.

1.1 Roll Call

Directors Present:
Chairperson Dennis Coleman
Committee Member Debra Canero

Staff Present:
Jeanette Juarez, Business Services Manager; and Holly Gould, Clerk of the Board

Guest 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 RFP Results – Review and Revision Employee Handbook and District Policies

Jeanette Juarez, Business Services Manager, informed the committee that the District released an RFP to review and revise the District employee handbook and District policies on January 21, 2022. The scope of services included preparing a draft update of the current Employee Handbook to reflect best practices and recommended policies and ensure legal compliance with current legislation. Staff received four (4) proposals. All proposals were reviewed and rated based on various factors, including staff experience, references, and ability to understand and implement the scope of work. Burke, Williams, & Sorenson, LLP, received the highest overall score. Their proposal was clear, concise, and demonstrated a strong understanding of the scope of work. The District budgeted \$25,000 to revise the employee handbook in the fiscal year 2021/22. Since three of the four proposals were all above the budgeted amount, staff seeks direction from the Finance and Budget Committee on how best to present this item before the Board for approval. The committee recommended having the

District's HR Specialist and District Counsel attend the board meeting to give their input on the necessity of the employee handbook and District policies review and revisions. It was also recommended to have a closed session item to brief the Board on any issues the District may be having. Staff will bring the item before the Board as an information item before moving forward.

3.2 Update on the Reclaimed Water Project Phase 1 Design-Build Financing Progress

Jeanette Juarez, Business Services Manager, and Valeria Houchin, Schneider Electric, gave a financing update on the Reclaimed Water Project Phase 1. Staff met with Schneider electric to review the scope of work, construction phasing, scheduling, and the proposed guaranteed max price. The information was submitted to Bank of America, and they are now working on a financing proposal. The approximate amount the District will be borrowing is \$71 million. Staff will bring an approval item to the next board meeting to allow the General Manager to sign the non-binding agreement once the proposal is received, which will lock in the interest rate. The current rate is 2.5%. The proposal will then go before the Board for final approval at the second meeting in March.

4. **FUTURE MEETING ITEMS**

Jeanette informed the committee of an emergency purchase that needed to be made for the digester. This item will come before the Board on March 8, 2022. It was discussed that staff brings the credit card policy and revenue policy for review and the Request for Proposal for an Investment Advisor.

5. **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 2:00 p.m. The next regular committee meeting will be held on May 3, 2022.

Respectfully submitted,

Holly Gould, Clerk of the Board
Valley Sanitary District



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

TO: Board of Directors
THRU: Beverli A. Marshall, General Manager
FROM: Anna Bell, Laboratory & Compliance Supervisor
SUBJECT: Wastewater Sampling Presentation

<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 provide information regarding wastewater sampling. A PowerPoint presentation will be provided.

Strategic Plan Compliance

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

Fiscal Impact

No Fiscal Impact beyond current approved budgetary items.

Background

Wastewater sampling is a major component to the actions of the laboratory, environmental compliance, and operations departments. NPDES and EPA compliance and enforcement regulations are based upon the quality of samples and thus, the sampler. The results of analysis are dependent upon the sample collection to determine type of analysis, sensitivity, and use of the data.

Recommendation

No recommendation. Information only.

Attachments

Attachment A: PowerPoint presentation

WASTEWATER SAMPLING

OPERATIONS COMMITTEE MEETING

December 7, 2021

Anna Bell



WHY IMPORTANT

- Result of testing methods are no better than sample on which performed
- Type of analysis dependent upon sample collection
- Samples can deteriorate, be contaminated, or be compromised before analysis
- Way to monitor pollutants and pathogens
- Type and sensitivity of analysis depends on the sample collection and anticipated use of data
- Obtain reliable data to support compliance and enforcement activities





SAMPLING EQUIPMENT

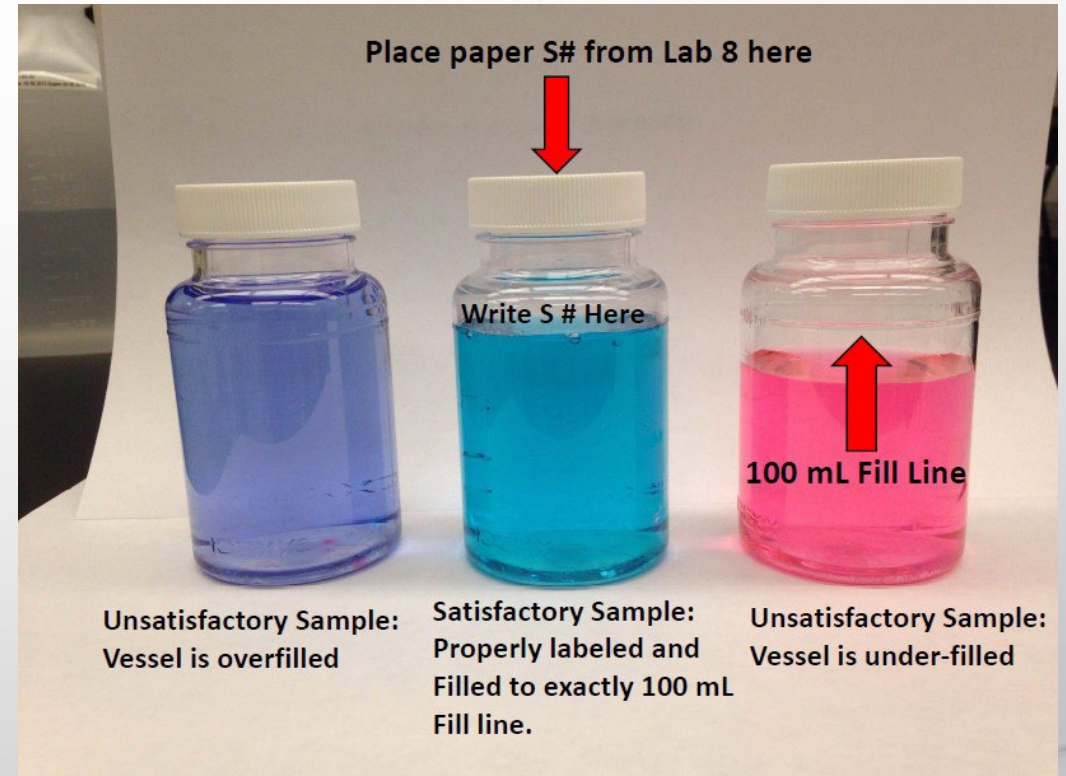
- Materials corrosion resistant – leak proof
- Proper cleaning procedures to reduce contamination
 - Clean hot water
 - Good quality detergent
 - Rinse with tap water
 - Distill water rinse



SAMPLE COLLECTION

Considerations

- Bottle Type and Size
 - Larger volume – maybe multiple bottles
 - Most physical and chemical – 1 Liter
- Preservation?
 - Ensure not to displace preservation
 - Ensure composition does not change between collection and testing
- Time – sensitive
- Field and Trip Blanks?
- Transportation – keep cool on ice
 - Deliver to labs between 4 – 10°C (req.)
- Representative of sampling site
- Hazards – PPE Considerations
- Equipment Needs
- Documentation – bottle labels, Chains-of-custody (COC), etc

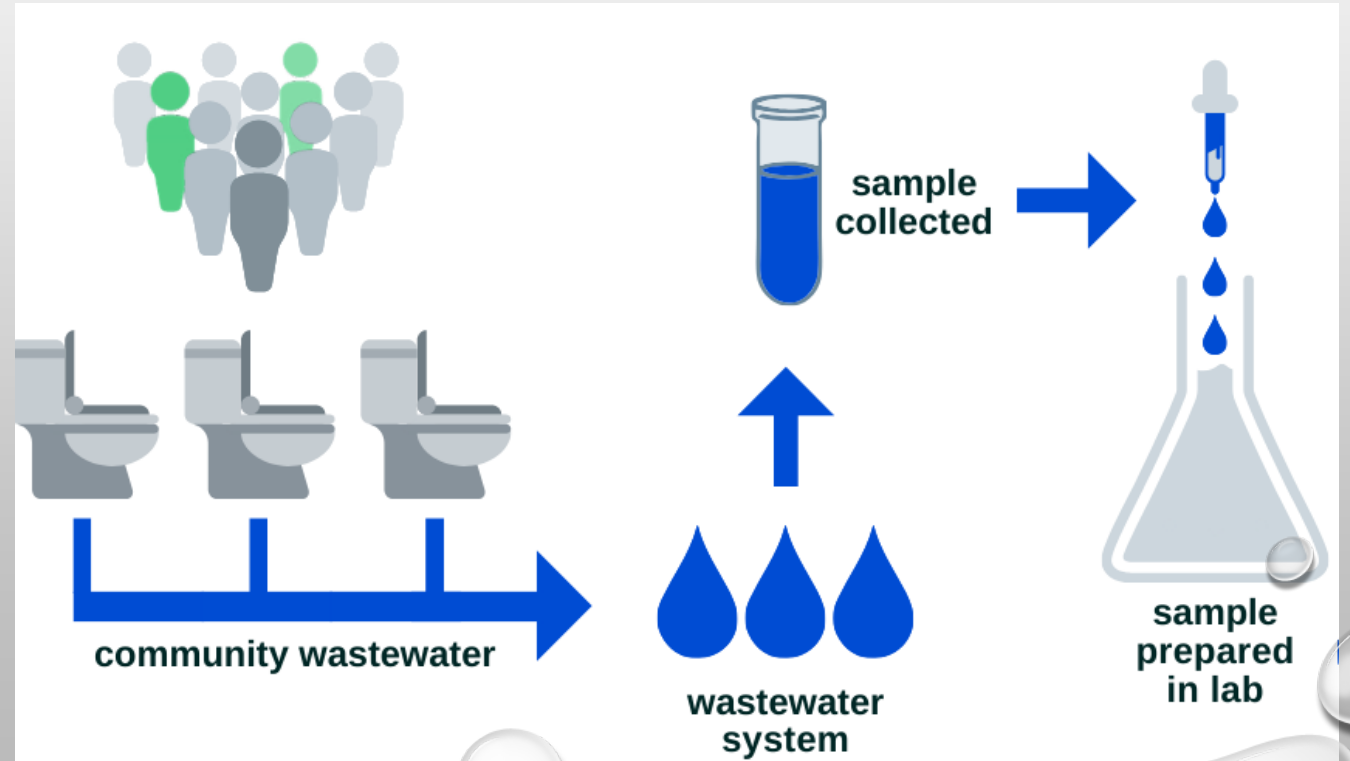


SAMPLE TYPES

Grab Samples

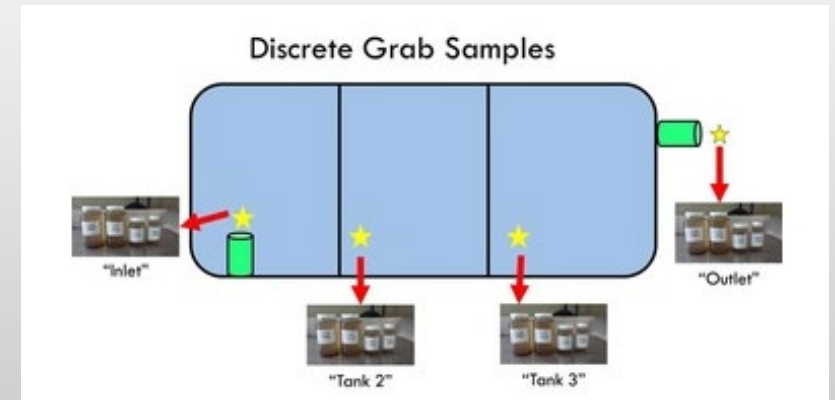
Composite Samples

Representative Samples



DISCRETE (GRAB) SAMPLES

- ONE SAMPLE - SINGLE POINT
- SPECIFIC TIME
 - TYPICALLY, WHEN NEAR AVG DAILY FLOW RATE
- LIMITATIONS
 - SNAPSHOT
 - NOT REPRESENTATIVE OF ENTIRE FLOW
- BENEFIT
 - CHANGE QUICKLY WHEN REMOVED FROM FLOW
 - PH, DISSOLVED OXYGEN (DO), RESIDUAL CHLORINE
 - IMMEDIATE RESULTS



COMPOSITE SAMPLES

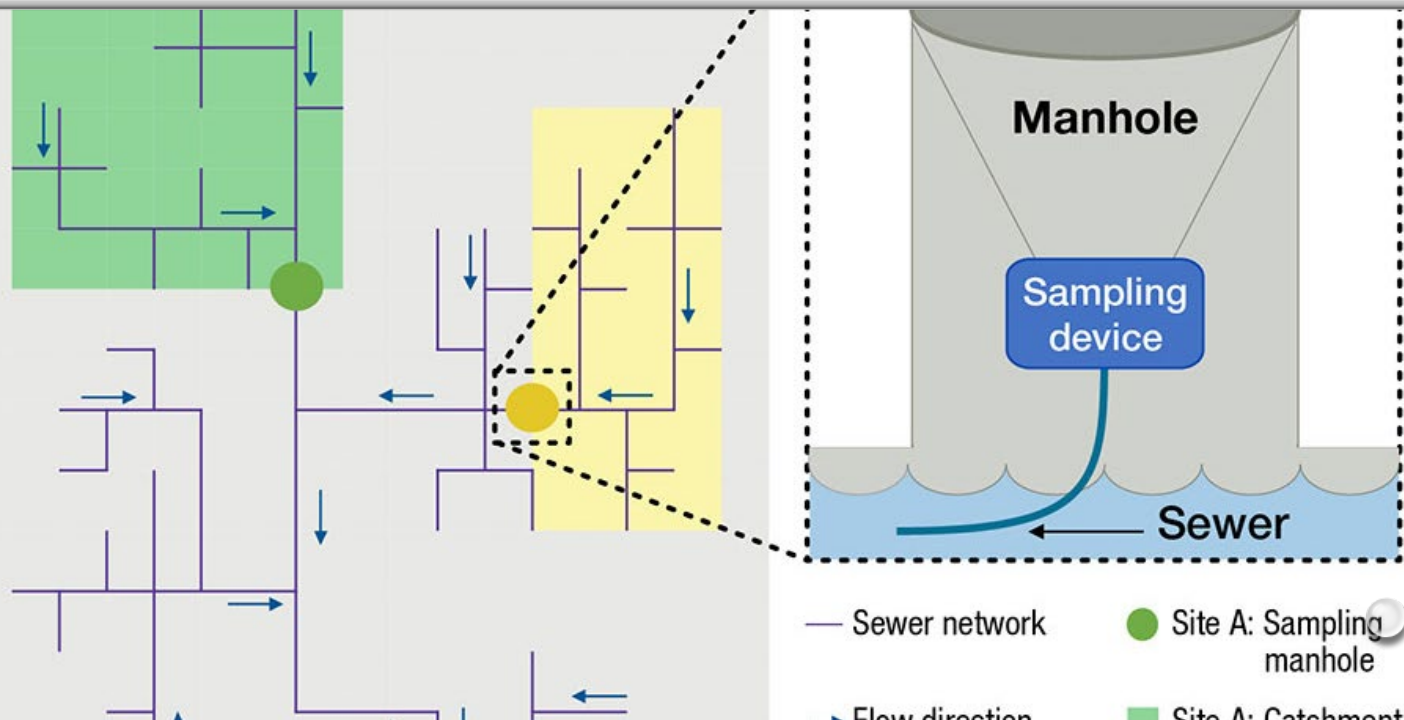
- MIXTURE OF SEVERAL GRAB SAMPLES
- REGULAR INTERVALS (EVERY 20MINS IN 24HRS = 72 SAMPLES)
- REPRESENTATIVE OVER LONGER PERIOD OF TIME
- BENEFITS
 - CHANGES IN FLOW & CHARACTERISTICS
 - OVERALL PICTURE OF EFFECTS
- LIMITATION
 - CHARACTERISTIC CHANGE DURING STORAGE
 - CHANGE DURING COMBINING SAMPLES





REPRESENTATIVE SAMPLES

- ENSURE SAMPLES REPRESENTATIVE OF WATERS
 - ? DEPTH OF WATER SITE
 - ? VELOCITY OF WATER SITE
 - ACCESS TO LOCATIONS – SAFETY OF STAFF
- IS IT DEFINED LOCATION?
 - (GIS COORDINATES)

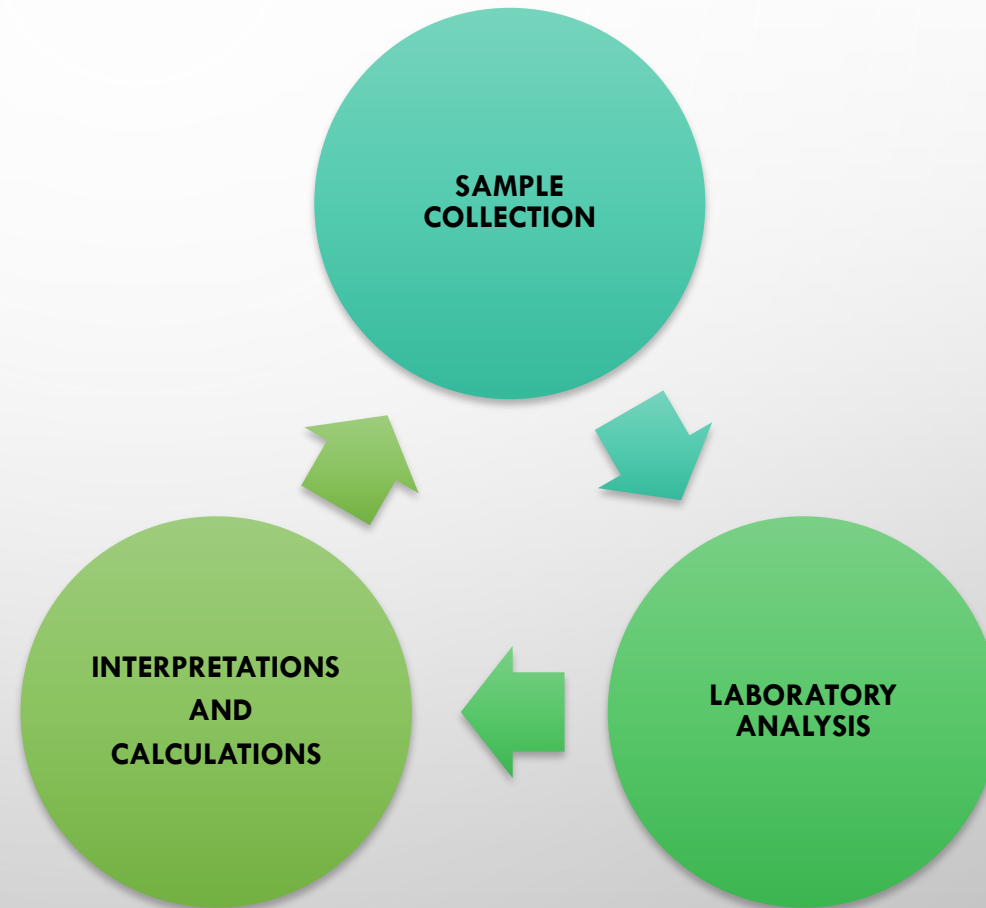


SAMPLES IN THE LABORATORY

- DOCUMENTATION *CRITICAL*
- FIELD OBSERVATIONS
 - WATER TEMPERATURE
 - WEATHER CONDITIONS
 - WATER LEVELS
 - COLLECTION CONDITIONS
- CHAIN-OF-CUSTODY
- STORAGE / PRESERVATIONS



SUCCESSFUL TESTING



QUESTIONS ?

VALLEY SANITARY DISTRICT

LABORATORY STAFF

