

# AGENDA

**REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWRA)  
Victorville City Hall – Conference Room “D”, 14343 Civic Drive, Victorville, CA  
92392  
Phone: (760) 246-8638**

**MEETING DATE: Thursday, February 21, 2019      TIME: 8:00 AM (Closed Session)  
8:30 AM (Regular Session)**

**CALL TO ORDER**

**PUBLIC COMMENTS – CLOSED SESSION AGENDA**

## **CLOSED SESSION**

**CLOSED SESSION:** During the course of conducting the business set forth on this agenda as a regular meeting of the Board, the Chair may convene the Board in closed session to consider matters of pending real estate negotiations, pending or potential litigation, or personnel matters, pursuant to Government Code Sections 54956.8, 54956.9, 54957 or 54957.6, as noted. Reports relating to (a) purchase and sale of real property; (b) matters of pending or potential litigation; or (c) employment actions, or which are exempt from public disclosure under the California Public Records Act, may be reviewed by the Board during a permitted closed session and are not available for public inspection. At such time the Board takes final action on any of these subjects, the minutes will reflect all required disclosures of information.

### ***CONFERENCE WITH LEGAL COUNSEL- (Gov. Code Sec. 54954.5-54956.9(d)):***

- 1. Flow Diversion**

### ***CONFERENCE WITH LEGAL COUNSEL-POTENTIAL LITIGATION (Gov. Code Sec. 54956.9(d)):***

- 2. Threatened or Pending Litigation- Upper Narrows Project**
- 3. Perfluorooctanesulfonic Acid (PFAS)- Constituents of Emerging Concern (CEC's)**
- 4. Hydrologic Connection Theory of Liability- Groundwater**

### ***CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION- (Gov. Code Sec. 54956.9 (1)(D)):***

- 5. Valles v. VWRA, Case No. CIVDS 1822066**

### ***CONFERENCE WITH LEGAL COUNSEL-LABOR NEGOTIATION (Gov. Code Sec. 54957.6/54954.5 (f)):***

- 6. Director of Administrative Services**

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**REPORT FROM CLOSED SESSION**

**PUBLIC COMMENTS – REGULAR SESSION AGENDA**

**ANNOUNCEMENTS AND CORRESPONDENCE:**

- 7. Possible conflict of interest issues**
- 8. Article- ERDT enVision Donates \$2,000 to VVC Foundation on Behalf of VVWRA**
- 9. Article- India Girl Who Took Her Dad to the Police Over a Toilet**
- 10. General Managers Report**
  - A. Article- Management Standards for Hazardous Waste Pharmaceuticals**
  - B. Article- NACWA Scores Clean Water Win, Integrated Planning, Farm Bill**
  - C. Analysis: Workplace Spirituality**

**CONSENT CALENDAR:**

- 11. Approve December 2018 and January 2019 Disbursement Registers**
- 12. Approve Minutes from the December 20, 2018 Regular Meeting**
- 13. Recommendation to Approve Seeding the Hesperia Subregional**

**REPORTS & PRESENTATIONS:**

- 14. Presentation: Mid-year Budget Review (Keagy)**

**PUBLIC HEARING:**

- 15. Adoption of Fiscal Year 2018-2019 Amended Budget**

**ACTION & DISCUSSION ITEMS:**

- 16. Resolution 2019-01 Adopt FY 2018-2019 Amended Budget**

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- 17. Recommendation to Approve Additional Professional Services for Raftelis**
- 18. Mojave Desert & Mountain Recycling Authority Letter of Interest**
- 19. Finley Letter of interest**
- 20. Resolution 2019-02 Appreciation of Dedicated Service**

**STAFF/PROFESSIONAL SERVICES REPORTS:**

- 21. Financial and Investment Report – January 2019**
- 22. Environmental Compliance Department Reports – January 2019**
- 23. Septage Receiving Facility Reports – January 2019**
- 24. Safety & Communications Report – January 2019**

**NEXT VVWRA BOARD MEETING:**

**Thursday, February 21, 2019 - Regular Meeting of the Board of Commissioners**

**FUTURE AGENDA ITEMS**

**Resolution Categorical Exemption From CEQA for Storm Water Project (March)**

**Pipeline Injection Project (March)**

**Construction Easement Agreement Lewis Learning Center**

**USDA Loan and Grant for the Oro Grand Interceptor Project**

**Flow Billing Percentages and Re-allocation**

**O&M Building Extension**

**COMMISSIONER COMMENTS**

**ADJOURNMENT**

## VVWRA Regular Meeting Agenda

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Agenda Posting: In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the Authority's Administrative offices not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the Board Secretary.

Items Not Posted: In the event any matter not listed on this agenda is proposed to be submitted to the Board for discussion and/or action, it will be done in compliance with Section 54954.2(b) as an emergency item or because there is a need to take immediate action, which came to the attention of the Board subsequent to the posting of the agenda, or as set forth on a supplemental agenda posted in the manner as above, not less than 72 hours prior to the meeting date.

Public Comments: Any member of the public may address the Board of Commissioners on specific agenda items or matters of general interest. As determined by the Chair, speakers may be deferred until the specific item is taken for discussion and remarks may be limited to five minutes. Persons desiring to submit paperwork to the Board of Commissioners shall provide a copy of any paperwork to the Board Secretary for the official record.

Matters of Interest addressed by a member of the public and not listed on this agenda cannot have action taken by the Board of Commissioners except as authorized by Section 54954.2(b). If you wish to speak, please complete a Speaker's Form (located at the table in the lobby outside of the Board Room) and give it to the Board Secretary prior to the start of the meeting.

If any individual wishes to challenge an action of the Commission in court, he or she may be limited to raising those issues that were raised at the public hearing pertaining to the Commission's actions, or in any written correspondence delivered to the Commission on or prior to the public hearing.

Consent Calendar: All matters placed on the Consent Calendar are considered as not requiring discussion or further explanation and unless any particular item is requested to be removed from the Consent Calendar by a Commissioner, staff member or member of the public in attendance, there will be no separate discussion of these items. All items on the Consent Calendar will be enacted by one action approving all motions, and casting a unanimous ballot for resolutions included on the consent calendar. All items removed from the Consent Calendar shall be considered in the regular order of business.

The Chair will determine if any items are to be deleted from the Consent Calendar.

Items Continued: Items may be continued from this meeting without further notice to a Committee or Board meeting held within five (5) days of this meeting per Government Code Section 54954.2(b)(3).

Meeting Adjournment: This meeting may be adjourned to a later time and items of business from this agenda may be considered at the later meeting by Order of Adjournment and Notice in accordance with Government Code Section 54955 (posted within 24 hours).

Accommodations for the Disabled: In compliance with the Americans with Disabilities Act (ADA), the Board of Commissioners Meeting Room is wheelchair accessible. If you require any special disability related accommodations, please contact the Victor Valley Wastewater Reclamation Authority Board Secretary's office at 760-246-2892 at least 72 hours prior to the scheduled meeting. Requests must specify the nature of the disability and the type of accommodation requested.



## VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

### MEMORANDUM

**DATE:** February 13, 2019

**TO:** VVWRA Board of Commissioners

**FROM:** David Wylie, Safety & Communications Officer *DW*

**SUBJECT:** Public outreach through plant tours

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VVWRA has long offered free public educational tours of our facilities. The tours are part of our community outreach efforts to give the public a better understanding of what we do and how we protect public health. The tours typically review all plant operations including our waste to energy program, the fundamentals of wastewater treatment and our recycled water program. In 2018, we hosted 15 scheduled tours for 300 people, mostly students ranging from middle school to graduate school. Those are just the scheduled tour. It is not unusual for VVWRA staff to host impromptu, unscheduled tours for visitors who come to our plant for other business. Since 2015, VVWRA has given tours for more than 1000 students, elected leaders, business and community leaders as well as wastewater industry officials. In addition, VVWRA, in cooperation with the Mojave Environmental Educational Consortium, awards tour scholarships to local schools to cover the transportation costs so more students can visit our plant. We are continuing the trend in community outreach in 2019. More than 100 students have already toured our facilities this year with more scheduled in the coming months.

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## ERDT enVision donates \$2,000 to VVC Foundation on behalf of VVWRA

**By Special to the Daily Press**

Posted Jan 3, 2019 at 3:31 PM

Updated Jan 3, 2019 at 3:31 PM

ERDT enVision, a cross-cultural student exchange program, has donated \$2,000 to the Victor Valley College Foundation on behalf of the Victor Valley Wastewater Reclamation Authority.

VVWRA hosted 175 Chinese exchange students from the ERDT Envision program during 11 tours of its main plant last summer, according to VVWRA officials. The students were taught how wastewater is treated in the United States and given an up close look at VVWRA's water recycling and waste-to-energy programs.

"VVWRA has been a valuable resource for our students and we appreciate the help they have given in promoting cross cultural education," said ERDT Envision Executive Director Colin Churchill. "As does VVWRA, ERDT Envision also partners with VVC. VVC has been a very valuable community resource when enVision needs an educational tour or guest speaker for our classroom work. We value our relationship with VVC, as we value our relationship with VVWRA, and look forward to expanding our community partnerships in the future."

VVWRA has a long partnership with Victor Valley College. Eighteen current and former employees have gone through the VVC internship program before working at VVWRA. The \$2,000 donated by ERDT Envision to the VVC Foundation will be used for scholarships to students who are pursuing careers in wastewater and other environmental fields.

"VVWRA continues to be a great partner with VVC and the VVC Foundation. Their continued support is making a difference at the college and in our community," said VVC Foundation Executive Director Catherine Abbott.

VVWRA will continue working with ERDT enVision with more tours for exchange students scheduled this year. "This is a great opportunity for us to educate future generations while sharing with the world the leading edge processes we use here at VVWRA," said VVWRA General Manager Logan Olds.

ERDT enVision organizes short-term Group (ESL/Cultural and Social Research in America), Individual (Home Stay, Ranch/Equestrian Center Stay, and Farm Stay), and Volunteer Ventures Programs. Every year hundreds of international students participate in Homestay & Culture & Language programs in Victorville, Apple Valley, Hesperia, Oak Hills and Adelanto. This highly customized approach to foreign exchange programs allows them to match students with host families that will best suit the personality and goals of the student participating in the selected program.

## The India girl who took her dad to the police over a toilet

- 12 December 2018



Image copyright [BBC Tamil](#) Image caption

**A seven-year-old Indian girl went to the police after her father broke his promise to build her a toilet.**

Hanifa Zaara told the police in a letter that her father had "cheated" her and should therefore be arrested. She said that she was "ashamed" to defecate outside.

Many Indians do not have access to toilets and nearly 500 million defecate in the open, according to Unicef.

Even where toilets have been built, many do not use them.

Hanifa who lives with her parents in Ambur, a town in the southern state of Tamil Nadu, has never had a toilet in her house.

She told BBC Tamil's Krithiika Kannan that a few people in her neighbourhood did have the facility. So she asked her father to build a toilet in their house too. She was in nursery at the time.

"I was ashamed to go outside and I felt bad when people looked at me," Hanifa said. And she was especially motivated after learning in school about the health problems caused by open defecation.

In her letter to the police, she wrote that her father told her he would build the toilet if she topped her class.

"I have been topping my class since nursery," she wrote. "I am in the second grade now. And he is still only saying he will do it. This is a form of cheating, so please arrest him." If not arrest, she added, she wanted the police to at least force him to provide her with a signed letter saying by when he would get her the toilet.



Her father, Ehsanullah, told BBC Tamil he had actually begun building the toilet, but did not have enough money to complete it. He is currently unemployed.

"I asked Hanifa to give me more time but she stopped talking to me because I couldn't keep my promise," he added.

But Hanifa is not sympathetic. "How long can I keep asking him for the same thing? He kept giving me the same excuse about not having enough money. So I went to the police."

On Monday, she went to the police station closest to her school, along with her mother, Mehareen.

"She came with a bag filled with trophies and merit certificates and she arranged them on my desk," police officer A Valarmathi told BBC Tamil. "And then she said, can you give me a toilet?"

Ms Valamarthi says she called Mr Ehsanullah, who rushed to the police station, worried that his wife and daughter were in danger. He says he was shocked to find out the reason he had been summoned.

After reading the detailed letter Hanifa had written, he said she seemed to have learned how to write official letters by watching him.

Mr Ehsanullah often helps villagers fill out paperwork and write letters to local officials and lawmakers.

"I never thought this would backfire against me!" he said.

Hanifa's efforts have won the sympathy and support of the police.

"Her complaint was very honest, so we tried to resolve the issue," officer Valamarthi said.

She alerted district officials who now plan to raise money to build more than 500 toilets in Hanifa's neighbourhood.



Image copyright **BBC Tamil** Image caption

"We were very happy to see her complaint. We organize classes in schools to encourage children to ask their parents for toilets at home," city commissioner S Parthasarathy told BBC Tamil.

He said they also want to make her the local face of the national Swachh Bharat Abhiyan (Clean India Campaign).

The government has set a goal to provide every household with a toilet by 2019, but the work has faced some resistance.

A recent study found that 89% of rural Indians defecate in the open because they do not want to clean toilets or live close to one - an attitude which, researchers say, is "rooted in the social forces of caste and untouchability".

For centuries, the practice of cleaning human waste was a task performed by those from low-caste communities.

Hanifa said she was "very happy" with the result of her letter.

She hadn't been speaking to her father for the last 10 days but the police brokered peace between them: Hanifa and her father finally shook hands.



## VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

### MEMORANDUM

**DATE:** 21 February 2019

**TO:** Board of Commissioners

**FROM:** Logan Olds, General Manager *LO*

**SUBJECT:** General Manager Report

At the beginning of the new year VVWRA is tracking several legislative and regulatory issues that may impact VVWRA's operation. For California, our industry will focus on passing legislation associated with "flushable wipes". These are products which have seen significant growth in the consumer market, but which do not meet international flushability criteria despite being labelled as "flushable". These products include wipes used for personal hygiene, cat litter and bags used for collecting dog feces. None of these products should be placed in the toilet yet many are advertised for disposal in a toilet. These products have caused tens of thousands of dollars in damage to VVWRA's infrastructure by causing blockages at our pump stations. Many utilities have also experienced sewer overflows due to blockages in the interceptor system. The resulting blockages could result in significant regulatory fines. VVWRA staff is participating in the California Association of Sanitation Agencies (CASA) Legislative Committee to assist in the passage of this legislation.

Constituents of emerging concern (CEC's) are compounds that are discharged to the wastewater treatment plant for which the treatment system may not completely degrade the compound. This may result in their discharge to the environment or they may create precursors to other compounds which are then discharged to the environment. The concern is that these compounds may be present in infinitesimal amounts in the potable water supply.

An example of this is when VVWRA was ordered to replace its chlorine disinfection system as a result of the California Toxic Rule (CTR). The purpose was to eliminate the production of a group of compounds called trihalomethanes (THM's). THM's are the result of chlorines interaction with organic matter and are called disinfection by-products (DBP). Ultimately VVWRA selected ultraviolet light (UV) to disinfect its effluent prior to discharge to surface waters. Because light is used to disinfect rather than a chemical compound THM's are not formed.

The cost to the Authority was approximately fourteen million dollars to install UV disinfection. One of the reasons staff chose to focus on UV disinfection was that at the time a study had been published indicating that the use of hydrogen peroxide in conjunction with UV light may degrade CEC's and their precursors. UV disinfection also had the lowest life cycle cost. The State shifted their focus away from CEC's to recycled water and direct and indirect potable reuse for about eight years. Staff began noticing increased industry and regulatory activity in 2018 centered around CEC's. It appears that 2019 may result in significant regulatory effort centered around CEC's and their potential impact to potable and recycled water.

On December 11, 2018 the EPA acting administrator signed the final rule, titled, “Management Standards for Hazardous Waste Pharmaceuticals and Amendment to the P075 Listing for Nicotine”, see attached. This new EPA rule is intended to ensure that there is a unified federal program for the disposal of pharmaceuticals. California passed its own rule previously to ensure that drugs are not flushed down the toilet. These complex compounds are not always completely degraded at a wastewater treatment plant designed to process human waste. The concern is that these pharmaceutical compounds would pass through the facility and be discharged to the environment. Thus, pharmaceuticals are a type of CEC, this new EPA action will help address the issue nationally and minimize CEC regulatory exposure for VVWRA. Staff believes that this may eventually impact the Authority’s industrial pretreatment program (IPP) as assigned through our National Pollutant Discharge Elimination System (NPDES) permit which governs all discharges to surface waters. Most likely in the form of additional inspections at designated commercial and industrial enterprises.

The passage of the Water Infrastructure Improvement Act of 2018 (H.R. 7279) incorporated integrated planning for the water sector, see attached. VVWRA has participated in two integrated plans in partnership with the Mojave Water Agency. The plans are valid for a period of ten years, the first one occurred in our region in 2004 and the second in 2014. Staff believes that the integrated planning effort in our region is one of the best in California and nationally. VVWRA’s participation in the integrated plan was a significant factor in the receipt of over twenty million dollars in grant funds from five different state and federal agencies towards the construction of the subregionals. Staff does not believe that additional action will be required as a result of the passage of this Act.

The 2018 Farm Bill was also passed, Agriculture Improvement Act of 2018 (H.R. 2). This is an important Bill for VVWRA because staff is currently pursuing funding through the USDA for the construction of the replacement Oro Grande Interceptor. This line crosses the Mojave River and has three manholes in the river. The line has significant tuberculation and is in risk during Mojave River flood events. Staff initially tried to obtain grant funding through the State Revolving Fund (SRF) loan program. However, the State’s rules do not allow SRF grant funding for disadvantaged communities (DAC) because VVWRA is a Joint Power Authority and some its member entities do not have DAC areas within their jurisdiction. Fortunately, the USDA DAC rules are not as stringent. Now that the Farm Bill has passed staff hopes to find time to continue progress towards obtaining a loan through the USDA for the Oro Grande Interceptor Project.

Finally, a unique opportunity occurred in 2018 to participate with other utilities nationally in a study titled, “Workplace spirituality in the public sector: a study of US water and wastewater agencies”, see attached. In this context spirituality may best be described as “belief that one’s career is a central part of a broader sense of purpose and meaning in life and is used to help others or advance the greater good in some fashion”. Staff was curious if the water industry is attractive to the millennial generation because its purpose is to protect public health and the environment. Based on many speaking engagements and interactions with millennials staff believes this generation has a significant understanding of the ethos and professional pride inherent in the water industry. Top themes in the water industry by the respondents were, “making a positive impact on the environment, and going beyond compliance, collaborating with the community, creating a connection to peers and encouraging organizational belonging.” Interestingly, the use of the term “spirituality” was perceived as having too much religious context. The authors suggest that focusing on these traits in the workplace may assist with recruitment and retention of the millennial workforce.

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**PRE-PUBLICATION COPY NOTICE:**

The EPA Administrator signed the following final rule on December 11, 2018:

**MANAGEMENT STANDARDS FOR HAZARDOUS WASTE  
PHARMACEUTICALS AND AMENDMENT TO THE P075 LISTING  
FOR NICOTINE [RIN 2050-AG39; FRL-9924-08-OLEM]**

This is a **pre-publication** version of the final rule that EPA is submitting for publication in the *Federal Register*. While the Agency has taken steps to ensure the accuracy of this Internet version of the final rule, it is not the official version of the final rule. Please refer to the official version of the final rule that will appear in a forthcoming *Federal Register* publication. Once the official version of the final rule publishes in the *Federal Register*, the pre-publication version of the final rule that appears on the website will be replaced with a link to the final rule that appears in the *Federal Register* publication.

The docket number for this rulemaking is **EPA-HQ-RCRA-2007-0932**.

For further information about the docket, please consult the **ADDRESSES** section in the front of the final rule.

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6560-50-P

**ENVIRONMENTAL PROTECTION AGENCY****40 CFR Parts 261, 262, 264, 265, 266, 268, 270, and 273****[EPA-HQ-RCRA-2007-0932; FRL-9924-08-OLEM****[RIN 2050-AG39]****Management Standards for Hazardous Waste Pharmaceuticals and Amendment to the P075 Listing for Nicotine****AGENCY:** Environmental Protection Agency (EPA).**ACTION:** Final Rule.

**SUMMARY:** Some pharmaceuticals are regulated as hazardous waste under the Resource Conservation and Recovery Act (RCRA) when discarded. This final rule creates a new part 266 subpart P for the management of hazardous waste pharmaceuticals by healthcare facilities and reverse distributors. Healthcare facilities (for both humans and animals) and reverse distributors will manage their hazardous waste pharmaceuticals under this new set of sector-specific standards in lieu of the generator regulations in part 262. Among other things, this new subpart prohibits the disposal of hazardous waste pharmaceuticals down the drain and eliminates the dual regulation of RCRA hazardous waste pharmaceuticals that are also Drug Enforcement Administration (DEA) controlled substances by finalizing a conditional exemption. The new subpart also maintains the household hazardous waste exemption for pharmaceuticals collected during pharmaceutical take-back programs and events, while ensuring their proper disposal. The new subpart also codifies EPA's prior policy on the regulatory status of nonprescription pharmaceuticals going through reverse logistics. EPA is also taking two actions aside from adding part 266 subpart P. First, EPA is finalizing an amendment to the P075 acute hazardous waste listing of nicotine and salts to exclude certain U.S. Food and Drug Administration (FDA) approved over-the-counter (OTC) nicotine replacement therapies (NRTs). Second, in the

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preamble to this final rule, EPA establishes a policy on the regulatory status of unsold retail items that are not pharmaceuticals and are managed via reverse logistics, fulfilling the commitment we made in the Retail Strategy of September 2016. This final rule does not add pharmaceuticals to the hazardous waste listings or expand the hazardous waste characteristics to include additional pharmaceuticals.

**DATES:** This final rule is effective on [\[insert date\]](#), **6 months** after publication in the Federal Register.

**ADDRESSES:** The EPA has established a docket for this action under Docket ID No. EPA-HQ-RCRA-2007-0932. All documents in the docket are listed on the <http://www.regulations.gov> web site. Although listed in the index, some information is not publicly available, e.g., CBI or other information whose disclosure is restricted by statute. Certain other material, such as copyrighted material, is not placed on the Internet and will be publicly available only in hard copy form. Publicly available docket materials are available electronically through <http://www.regulations.gov>.

**FOR FURTHER INFORMATION CONTACT:** Kristin Fitzgerald, Materials Recovery and Waste Management Division, Office of Resource Conservation and Recovery (5304P), Environmental Protection Agency, 1200 Pennsylvania, Ave., NW, Washington, DC 20460; telephone number: (703) 308-8286; email address: [Fitzgerald.Kristin@epa.gov](mailto:Fitzgerald.Kristin@epa.gov), or Brian Knieser, Materials Recovery and Waste Management Division, Office of Resource Conservation and Recovery (5304P), Environmental Protection Agency, 1200 Pennsylvania, Ave., NW, Washington, DC 20460; telephone number: (703) 347-8769; email address:

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[Knieser.Brian@epa.gov](mailto:Knieser.Brian@epa.gov). Also see the EPA's website at

<https://www.epa.gov/hwgenerators/management-pharmaceutical-hazardous-waste>.

### **SUPPLEMENTARY INFORMATION:**

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  - I. Executive Order 13211: Energy Supply
  - J. National Technology Transfer and Advancement Act
  - K. Executive Order 12898: Environmental Justice
  - L. Congressional Review Act

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### I. General Information

#### A. Does This Action Apply to Me?

This final rule applies to healthcare facilities that generate, accumulate, or otherwise handle hazardous waste pharmaceuticals and reverse distributors engaged in the management of prescription hazardous waste pharmaceuticals. The list of North American Industry Classification System (NAICS) codes for the potentially affected entities, other than RCRA transfer, storage, and disposal facilities (TSDFs), are presented in Table 1. More detailed information on the potentially affected entities is presented in sections VII and IX of this preamble and the Regulatory Impact Analysis (RIA) which is available in the docket for this final rule.<sup>1</sup>

**Table 1: NAICS Codes of Entities Potentially Affected by this Final Rule: Healthcare Facilities and Reverse Distributors**

NAICS Codes	Description of NAICS Code
4242	Drug Wholesalers
44511	Supermarkets and Other Grocery (except convenience) Stores
44611	Pharmacies and Drug Stores
452311	Warehouse Clubs and Supercenters
54194	Veterinary Services
6211	Physicians' Offices
6212	Dentists' Offices
6213	Other Health Practitioners (e.g., chiropractors)
6214	Outpatient Care Centers
6219	Other Ambulatory Health Care Services
622	Hospitals

<sup>1</sup> EPA-HQ-RCRA-2007-0932.

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6231	Nursing Care Facilities (e.g., assisted living facilities, nursing homes)
623311	Continuing Care Retirement Communities (e.g., assisted living facilities with on-site nursing facilities)
Various NAICS	Reverse Distributors

This table is not intended to be exhaustive, but rather provides a guide for readers regarding entities potentially impacted by this action. This table lists examples of the types of entities EPA knows could potentially be affected by this action. Other types of entities not listed could also be affected. To determine whether your entity, company, business, organization, etc., is affected by this action, you should examine the applicability criteria in this rule. If you have questions regarding the applicability of this action to a particular entity, consult the person listed in the preceding “**FOR FURTHER INFORMATION**” section of this document.

*B. What Action is the Agency Taking?*

On September 25, 2015, EPA proposed new regulations under part 266 subpart P for the management of hazardous waste pharmaceuticals by healthcare facilities and reverse distributors.<sup>2</sup> This final rule promulgates part 266 subpart P. However, in response to public comments, we have made a number of changes to the proposed rule. The comments and the changes are discussed in detail below. When this final rule becomes effective in their states, a process that is explained in section XX of this preamble, healthcare facilities and reverse distributors must manage their hazardous waste pharmaceuticals under this new set of regulations in part 266 subpart P in lieu of operating under part 262 as they have been. These operating standards include a prohibition on the sewerage of hazardous waste pharmaceuticals.

<sup>2</sup> September 25, 2015; 80 FR 58014.



## NACWA Scores Clean Water Win: Congress Incorporates Integrated Planning Into Clean Water Act; Farm Bill Advances Watershed Solutions

(December 22, 2018) - After significant advocacy work by NACWA and a wide array of partners, Congress approved legislation earlier today codifying EPA's Integrated Planning approach into law as part of the Clean Water Act (CWA). The bill, which marks one of the most significant substantive changes to the CWA in decades, now awaits President Trump's signature.

Passage of this legislation, along with earlier approval of the 2018 Farm Bill, caps a whirlwind few weeks of legislative activity that will have profound positive impacts for the public clean water sector. This *Advocacy Alert* provides additional information and analysis on the Integrated Planning legislation and the Farm Bill.

Members with questions on any of these issues can contact [Kristina Surfus](#) or [Jason Isakovic](#), NACWA's Legislative Directors.

### **Congress Passes Language Codifying Integrated Planning**

The Integrated Planning legislation, known as the *Water Infrastructure Improvement Act of 2018 (H.R. 7279)*, is a significant advancement in CWA policy. The final bill enjoyed overwhelming bipartisan support, passing the House on Wednesday, Dec. 19<sup>th</sup> with a vote of 351-10 and passing the Senate earlier today by Unanimous Consent.

The legislation has been a top legislative advocacy priority for NACWA this Congress. The Association led the charge to get the bill passed, working closely with a wide range of partners including the US Conference of Mayors, the National League of Cities, the National Association of Counties, the Water Environment Federation, the American Public Works Association, the National Association of Regional Council, and others. NACWA is deeply grateful to these partners for their collaboration, and the municipal groups joined together on a [joint press statement](#) following passage of the bill. NACWA also issued its own [press statement](#).

NACWA Legal Affiliate Barnes & Thornburg (B&T) also provided critical guidance and assistance to the Association to advance this legislation, and the Association is very grateful to Fred Andes, Eddie Ayoob, and the entire B&T team for their work and expertise.

*Integrated Planning Background*





Thanks to lengthy advocacy efforts by NACWA and other groups, EPA recognized the municipal regulated community's need for flexibility and, in 2012, developed its [Integrated Municipal Stormwater and Wastewater Planning Approach Framework](#). However, this program remains entirely discretionary and EPA has the capacity to advance it as much or as little as it chooses or even to abandon it at any time. To ensure its permanent availability as a tool for public clean water utilities, NACWA has been working with Congress over recent years to advance bipartisan legislation to codify the Integrated Planning (IP) Framework into law.

Several different proposals had been introduced in recent Congresses by an array of Members of Congress, making consensus on a path forward somewhat challenging. Throughout the 115<sup>th</sup> Congress, NACWA worked closely with key Congressional Committees and Member staff to reach a bipartisan agreement on this issue. Congressional staff painstakingly revised and negotiated language with direct input from NACWA and other stakeholders to reach the final bill.

*New Legislation Advances Needed Clean Water Act Flexibilities for Local Governments*

The new legislation is a major improvement over the CWA status quo. The bill codifies into the law EPA's Integrated Planning process, providing crucial legislative certainty to local communities seeking to develop an Integrated Plan to manage costs and prioritize their clean water investments. The IP changes make clear via statute that not only can a local government pursue integrated planning approaches via a permit or within the enforcement context, but the language also expands the ability of a utility to prioritize and sequence wastewater and stormwater compliance obligations – as well as water reuse, water recycling, green infrastructure and other innovative projects – over more than one permit term.

Additionally, the bill directs EPA to support the use of green infrastructure in permits, consent decrees and settlement agreements. The legislation also establishes, for the first time, a Municipal Ombudsman office within EPA to act as a liaison between EPA and the municipal regulated community to help address regulatory concerns.

As compared to prior bills, the current legislation does not include language related to EPA's financial capability and affordability guidance. However, Members of Congress and their staff recognize that EPA is already working to update the guidance in line with recommendations from the Congressionally-directed National Academy of Public Administrators (NAPA) [report](#) – a process NACWA and other stakeholders have been engaged in. There is broad congressional agreement to keep working on financial capability and water affordability issues next Congress, and Members of Congress from both parties have made a commitment to take this issue up early in 2019.



## **2018 Farm Bill Advances Holistic Watershed Solutions**

The 2018 Farm Bill, officially titled the *Agriculture Improvement Act of 2018 (H.R. 2)*, was overwhelmingly passed in both the House and Senate last week and was signed into law by President Trump on Dec 20. The legislation contains a number of key bipartisan priorities that NACWA and its Farm Bill Work Group have advocated for over the past year.

### *Background*

The Farm Bill is a comprehensive, multi-year piece of legislation renewed about every five years that authorizes and sets policies across a wide array of agricultural and food programs, including conservation. Given that nutrient loading problems from non-point sources such as agricultural runoff are increasingly becoming leading contributors to water quality impairments in many watersheds, and that these impairments are raising compliance costs for public clean water utilities, NACWA has increasingly focused on the Farm Bill as a legislative priority.

In its advocacy on the 2018 Farm Bill, NACWA pursued a holistic, collaborative, and innovative approach to addressing water quality at a watershed level that will provide measurable environmental and public health improvements while maximizing the return for dollars invested. By partnering with farmers and landowners, clean water agencies may be able to meet water quality standards more cost-effectively, help reduce the need for future regulation, increase farmer productivity, and provide ancillary ecosystem benefits to the watershed.

In 2017, NACWA formed a Farm Bill Work Group to advocate with Congress and the Administration on bipartisan conservation policies that can help achieve these water quality goals through partnerships and provide dual benefits to both farmers and utilities. Since then, NACWA and the Work Group have collaborated closely with Republicans and Democrats on both the Senate and House Agriculture Committees – and also with partners in the agricultural community – in drafting the 2018 Farm Bill to include policies, funding tools and reforms to better address many of the nation's water quality challenges through a holistic and collaborative watershed approach.

As a result, the final 2018 Farm Bill passed into law included several key NACWA's priorities and conservation policies that will help public clean water utilities better meet their growing water quality challenges and obligations.

### *Summary of Key Farm Bill Provisions*

Specific provisions which will be signed into law as part of the 2018 Farm Bill are detailed below.



### Sense of Congress relating to increased watershed-based collaboration

- The bill includes language that provides for the “*Sense of Congress that the federal government should recognize and encourage partnerships at the watershed level between nonpoint sources and regulated point sources to advance the goals of the Clean Water Act and provide benefits to farmers, landowners, and the public.*”

This important provision, which was championed by Congressman Bob Gibbs (R-OH) and Senator Chuck Grassley (R-IA), can provide regulatory leverage for public utilities to gain greater and more appropriate recognition from the federal government for watershed-based investments/partnerships upstream with farmers and landowners to better meet regulatory obligations more cost effectively and help improve water quality and public health. It also underscores that clean water utilities are natural partners on conservation efforts – and natural recipients of conservation program funding opportunities.

NACWA has already begun engagement with EPA and the U.S. Department of Agriculture (USDA) on this provision to ensure proper and timely implementation throughout regional and state programs.

### Regional Conservation Partnership Program (RCPP) Reforms

Since its creation in the 2014 Farm Bill, the RCPP has been an important program for clean water utilities and farmers to partner around watershed-based investments. The simplification and streamlining of the program under the 2018 Farm Bill will allow utilities to address nutrient management and water quality challenges in a more cost-effective, innovative, and collaborative manner. The RCPP reforms in the bill championed by Senators Debbie Stabenow (D-MI) and Joni Ernst (R-IA) include:

- A restated purpose of the program that now includes “To further the conservation, protection, restoration, and sustainable use of soil, **water (including sources of drinking water and groundwater)**, wildlife, agricultural land, and related natural resources on eligible land on a regional or watershed scale.”
- Directing USDA to develop a simplified contract/application.
- Allowing partners to extend a contract one time for not longer than 12 months, if USDA determines the project has met or exceeded expectations, such that partners may renew the project through an expedited noncompetitive process.
- Allowing in-kind work to be counted towards the partner’s match – this includes staff salaries and development of the partnership agreement.



- Mandatory program funding at \$300 million annually (an increase from \$100 million annually) and an increased targeting of funds on Critical Conservation Areas, which should benefit water quality.

Several NACWA Members are currently partners in RCPP grants, and others are considering applying in future funding rounds. NACWA is in touch with USDA to understand how quickly these changes will be implemented and whether any of the changes, such as the opportunity to extend a contract, will apply to existing partnerships.

#### Source Water Protection Through Targeting of Agricultural Practices

Championed by the drinking water sector, and supported by NACWA, this component of the bill directs USDA to encourage practices related to water quality and quantity that protect drinking water sources in all of the conservation programs. It also requires USDA to work with utilities and states to identify priority areas of protection for source water and ensures that at least 10% of the overall conservation funds shall be used for drinking water source protection. The bill also includes \$5 million for Grassroots Source Water Protection Program.

#### Precision Agriculture Technology

NACWA advocated for provisions under the bill for the increased use of precision agriculture technology, which can be a key tool in mitigating unnecessary runoff from farm fields, advance water quality, and make better use of resources. The bill:

- Highlights the importance of precision agriculture in allowing farmers to significantly increase crop yields, eliminate overlap in operations, and reduce inputs such as seed, fertilizer, pesticides, water, and fuel. The bill also promotes these technologies to allow farmers to collect data in real time about their fields.
- Establishes a Task Force for Reviewing the Connectivity and Technology Needs of Precision Agriculture in the U.S. to identify gaps in rural technology and make policy recommendations to help address these issues.
- Provides funding under the Conservation Innovation Grant (CIG) program for new trials focusing on precision agriculture, enhanced nutrient management planning, soil health, and cover cropping.

#### Data on Conservation Practices

The bill requires USDA to identify available data on the use of conservation practices and the effect of such practices on farm and ranch profitability, including effects relating to crop yields and soil health. A report must be submitted to Congress within one year



with a summary of the data sets and any steps needed to expand or improve the collection of existing data to benefit the usefulness for research and analysis.

Watershed-based conservation outcomes can be difficult to quantify. Greater collection, evaluation, analysis, and verification of the impact conservation practices are having on farms and water quality is imperative to forging further upstream partnerships and mitigating against water quality impairments. NACWA has advocated for the increased use of this type of data as it will help strengthen the case for considering watershed-based approaches to managing water quality and believes this is a good first step.

#### Additional Targeted Water Quality Conservation Improvements and Flexibilities

The legislation allows states to develop ten high priority practices that will be eligible for increased payments under the Environmental Quality Incentives Program (EQIP) to address specific causes of excess nutrients in groundwater or surface water. USDA is directed to identify watersheds and corresponding resource concerns for those watersheds for Conservation Incentive Contracts. The program is provided a \$275 million-per-year increase each year over the next few years. Additionally, the bill:

- Requires USDA to establish a Clean Lakes, Estuaries, and Rivers (CLEAR) initiative under the Conservation Reserve Program (CRP) which will emphasize practices that reduce sediment loading, nutrient loading and algal blooms. The Farm Services Agency (FSA) will publish an annual report on CRP benefits including the estimated water quality benefits of enrolled acres. The program includes 30-year contracts, providing certainty of outcomes over the long-term.
- Directs USDA to review all the current conservation practices and create a process to expedite the review of new conservation standards.
- Expands who can be a certified provider of technical assistance to include ag retailers and ag cooperatives. The Natural Resources Conservation Service (NRCS) faces a significant backlog which can slow project approvals and implementation. This change will help utilities work with their local retailers for technical assistance to expedite conservation program applications and approvals.

Throughout the Farm Bill, many conservation groups were concerned about whether individual conservation programs would be maintained or eliminated. The final bill preserves existing programs while reallocating funds within them. The Environmental Quality Incentives Program (EQIP) will see a \$275 million-per-year increase, while Conservation Stewardship Program (CSP) funds will be reduced.

NACWA will now focus its attention on working with USDA and EPA to implement these important water quality policies included in the Farm Bill. While more work remains to



be done to ensure a greater approach to holistic watershed-based solutions, the Association appreciates the collaboration from its agricultural partners and Congress' bipartisan work over the past year to increase USDA's focus on water quality and enhance existing conservation and watershed programs through the 2018 Farm Bill.

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# Workplace spirituality in the public sector: a study of US water and wastewater agencies

Spirituality in  
the public  
sector

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## Abstract

**Purpose** – This paper aims to understand water and wastewater industry leaders' perceptions of the current and future role of workplace spirituality, including the challenges and benefits of incorporating workplace spirituality in government utilities.

**Design/methodology/approach** – The Delphi technique was used to gather input and gain consensus from an expert panel of executive level managers.

**Findings** – The panel achieved consensus that workplace spirituality is evident in a higher sense of purpose for those working in the water and wastewater industry which is likely to be the greatest future benefit of workplace spirituality in the industry. Other central themes included making a positive environmental impact, going beyond compliance, collaborating with the community, creating a connection to peers and encouraging organizational belonging. Consensus was also achieved regarding obstacles to workplace spirituality's future role in the industry, including concerns about terminology and the need for supportive leadership.

**Practical implications** – The water and wastewater industry face challenges including climate change, rising costs, aging infrastructure, increased regulatory requirements and a rapidly changing workforce. Workplace spirituality seems likely to support the industry in facing these challenges and can be promoted through encouraging a sense of purpose and meaning, collaborating with the community and recruiting individuals with resonant values and sense of calling.

**Originality/value** – Workplace spirituality has received growing attention in the private sector. However, workplace spirituality research in the public sector is minimal. This expert panel of top leaders from US water and wastewater agencies provide insight into the role of workplace spirituality in the public sector.

**Keywords** Religion, Workplace, Public sector organizations, Public administration, Spirituality

**Paper type** Research paper

Water and wastewater agencies in the USA face many challenges, including climate change, drought, rising costs, aging infrastructure, increased regulatory requirements, population changes and a rapidly changing workforce (USA Environmental Protection Agency [USEPA] *et al.*, 2008). The National Association of Clean Water Agencies (NACWA), the Water Environment Research Foundation (WERF), and the Water Environment Federation (WEF) are addressing these challenges and have documented them in *Effective Utility*



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*Management (EUM): A Primer for Water and Wastewater Utilities* (USEPA *et al.*, 2017) and *The Water Resources Utility of the Future (UOTF): A Blueprint for Action* (NACWA, WERF, and WEF, 2013). These documents include a focus on employee and leadership development to achieve sustainability, including actions like hiring and retaining motivated, participative employees and creating a collaborative organization and positive workplace environment. Workplace spirituality is proposed to play a part in attracting and retaining talented employees who identify with key industry issues such as clean water, sustainability and positive environmental and community impact, thereby contributing to the performance of these utilities.

Fry and Nisiewicz (2013) highlight the need for a new business model that addresses the triple bottom line of people, planet and profit. Rather than relying on material or status-related benefits to motivate employees, organizations promoting workplace spirituality understand the intrinsic need for living and working with meaning, purpose, and connection (Ashmos and Duchon, 2000; Bowen, Ferris and Kolodinsky, 2003; Giacalone and Jurkiewicz, 2010). Private businesses have shown a greater focus on spirituality and religion in the workplace and on spiritual leadership in the last two decades (Benefiel *et al.*, 2014; Giacalone and Jurkiewicz, 2010). The concept of promoting workplace spirituality as elements in the values and culture of an organization is part of an ongoing discussion of the alignment of employee values with the organization and its impact on personal and organizational outcomes such as job satisfaction and organizational commitment. Kolodinsky *et al.* (2008) assert, "The relationship between values and business ethics has more recently enlarged its scope to include spiritual values" (p. 465). In turn, there have been an increasing number of studies conducted on workplace spirituality in private organizations (Benefiel *et al.*, 2014; Houghton *et al.*, 2016).

Public service motivation (PSM) research has indicated that public sector employees are often motivated to work for state and government agencies for altruistic reasons, including serving the community and humankind (Perry *et al.*, 2010; Rainey and Steinbauer, 1999). Perry (1996) asserts "Many practitioners and scholars of public administration have long claimed that public service is a special calling" (p. 5). Calling is also a central concept in the workplace spirituality literature (Benefiel *et al.*, 2014). In modern research, calling emphasizes the experience of self-fulfillment and happiness, whereas more classical definitions had greater religious connotations and a focus on duty and destiny (Duffy and Dik, 2013). Dik and Duffy (2009) specifically discuss the conceptual overlap between calling and workplace spirituality, suggesting that calling is fostered in organizations promoting workplace spirituality. The common focus on calling, as well community and service, provide a link between the PSM and workplace spirituality concepts.

Workplace spirituality in government agencies appears, to date, to be neglected in organizational research with few published articles and even less empirical research. King (2007) states the "boundary between the private and the public spheres [...] is becoming less noticeable. Perhaps this change provides greater theoretical and empirical latitude to apply non-public administration models to [...] public administration, such as the influence of religion and spirituality" (p. 112). However, the unique purposes and features of government and private organizations would suggest that there will always be differences between these types of organizations, especially with respect to the separation of church and state in government agencies, as well as the emphasis on profit in private organizations. King (2007) and Houghton *et al.* (2016) call for research addressing: "How is spirituality displayed in the public workplace" (p. 112). Responding to this call, the Delphi technique was used in this exploratory national study of executive leaders' views of workplace spirituality in government agencies, using US public water and wastewater agencies as a case study of



public-sector organizations. The study's purpose was to examine the current and future role of workplace spirituality, as well as the benefits and obstacles to fostering workplace spirituality in government agencies. Greater understanding of public administration leaders' perceptions of the role of workplace spirituality in their agencies provide insights into the instrumentality, challenges, and nuances of workplace spirituality in government agencies such as utilities.

Spirituality in  
the public  
sector

### Workplace spirituality

Interest in spirituality and religion in the workplace has grown continuously since the late twentieth century, both in the USA and globally (Benefiel *et al.*, 2014; Giacalone and Jurkiewicz, 2010). Gooden *et al.* (2001) attribute this trend to employees' desire for a deeper sense of purpose, while Giacalone and Jurkiewicz (2004) suggest it may be a response to the corporate greed emerging in the 1980s. Chen and Sheng (2013) posited that in response to the formation of the knowledge-based economy, the turmoil of technological advances, and the need for material satisfaction at the end of the 20th century, people were experiencing a sense of "spiritual emptiness, moral abnormalities, twisted social values, greed, and all kinds of crimes because of the imbalance between their material and spiritual needs" (p. 269).

Astin *et al.* (2010, p. 4) assert:

Spirituality points to our inner, subjective life [...] the values we hold most dear, our sense of who we are and where we come from, our beliefs about why we are here – the meaning and purpose we see in our work and our life – and our sense of connectedness to one another and world around us.

Common themes in the definitions and discussions of workplace spirituality include the experience of transcendence, meaning, purpose, calling and interconnectedness in the workplace (Ashmos and Duchon, 2000; Chen and Sheng, 2013; Kinjerski and Skrypnik, 2004). Giacalone and Jurkiewicz (2003) defined workplace spirituality as:

A framework of organization values evidenced in the culture that promotes employees' experience of transcendence through the work process, facilitating their sense of being connected in a way that provides feelings of compassion and joy (p. 13).

Workplace spirituality is experienced as both an individual and organizational level phenomenon (Kolodinsky *et al.*, 2008).

Within the larger body of writing and research on spirituality and religion in the workplace, workplace spirituality has been recognized as a way to stimulate the internal strength of employees and organizations. The topic holds intrigue for many people. Benefiel *et al.* (2014) and Fry and Nisiewicz (2013) provide numerous examples of private organizations fostering spiritual workplaces. The benefits of spiritually-based organizations include increased productivity and performance (Duchon and Plowman, 2005; Karakas, 2010; Saks, 2011), job involvement, organizational identification and work rewards satisfaction (Hassan *et al.*, 2016; Kolodinsky *et al.*, 2008), employee health and psychological well-being (Benefiel *et al.*, 2014; Pawar, 2016), connection to others and a belief that work is contributing and making a positive difference (Kinjerski and Skrypnik, 2008; Milliman *et al.*, 2003), and organizational commitment (Crawford *et al.*, 2009; Nur and Organ, 2006; Rego and Pina e Cunha, 2008). These benefits are suggested to ultimately promote the organization's bottom line and have a positive impact on society and even the natural environment (Fry and Nisiewicz, 2013; Kazemipour *et al.*, 2012; Thompson, 2000). Workplace spirituality therefore has a place within leadership, human resource, and organization development practitioners' understanding of the workplace and approaches to enhancing employee and organizational effectiveness.

Although studies demonstrating workplace spirituality's benefits have increased, studies on workplace spirituality in government organizations seem neglected. This may result from challenges gaining access to suitable samples because of the separation of church and state in the USA, causing federal agencies to limit access to employees for the purposes of research (King, 2007; White and Jeter, 2002). While there are differences between public and private industries, similar benefits to workplace spirituality found in the private sector might apply to state and government agencies. King (2007) specifically encourages research in public administration organizations related to workplace spirituality's impact on "organizational performance, ethical behavior patterns, decision making, and the personal spiritual health of employees" (p. 103).

#### *Challenges of incorporating workplace spirituality*

Despite the evident benefits of workplace spirituality, there is still opposition, resistance, and challenges to implementing it, including questions about its ultimate benefits (Lund Dean *et al.*, 2008). Tourish and Tourish (2010) argued against workplace spirituality, claiming it could increase the power of managers and be manipulated to the organization's benefit. Collinson (2006) similarly posited that an asymmetrical power relation exists between leaders and followers, with the leaders defining situations to suit their own needs. Clear understanding of terminology such as spirituality among employees and leaders is a central challenge in incorporating workplace spirituality. Giacalone and Jurkiewicz (2004) stated:

The lack of clear definition has contributed to this reticence and led some to assume workplace spirituality is either a disguise for integrating religion into the workplace, a new age mantra, or a meaningless quest for yet another dead-end employee motivational tool (p. 130).

Managers and administrators face challenges when incorporating spirituality at work because of religious discrimination litigation threats. The Pew Research Center (2017) reports major US religious affiliations as: Christianity (70.6 per cent); unaffiliated (22.8 per cent); Judaism (1.9 per cent); Buddhism (0.7 per cent); Hinduism (0.7 per cent); Muslim (0.9 per cent) and other religions and faiths (1.8 per cent). Religion and spirituality have an important influence on individuals' experiences and practices in the workplace (Schaeffer and Mattis, 2012). Workplace spirituality may result in conflicts between employees, or between employees and employers (Lund Dean *et al.*, 2014). In the past decade, religious discrimination complaints have doubled (USA Equal Employment Opportunity Commission [EEOC], 2017). Likely concerns for state utility agencies include providing religious accommodations (e.g. time-off for religious holidays or prayer), minimizing conflict while conducting business efficiently and managing public perceptions.

Public sector organizations are more strictly guided by issues of church-state separation than private sector organizations (King, 2007; White and Jeter, 2002). A noninterventionist approach towards workplace spirituality (Lund Dean and Safranski, 2008) may work in government agencies needing to uphold this separation, where agencies must fairly balance employees', citizens', and constituents' needs and views. However, workplace spirituality may be especially relevant to government agencies because of PSM. Perry *et al.* (2010) stated, "PSM originates from beliefs that unique motives are found among public servants that are different from those of their private sector counterparts [...] motives, such as civic duty and compassion [...] At the heart of the construct is the idea that individuals are oriented to act in the public domain for the purpose of doing good for others and society" (Perry *et al.*, 2010, pp. 681-688). Therefore, despite church-state separation, public servants' self-sacrifice, altruism, and prosocial behavior (Perry *et al.*, 2010) suggest that workplace

spirituality is likely to be relevant concept in government where calling, meaning and purpose, and service are foundational to employees' choice to work for the government.

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sector

#### *Religion versus spirituality in the workplace*

Differences between religion and spirituality and their manifestations in the workplace have been discussed by various authors (Benefiel *et al.*, 2014; King, 2007; Neck and Milliman, 1994; Tanyi, 2002). In Mitroff and Denton's (1999) study of religion and spirituality in the workplace, they found that survey respondents viewed religion as inappropriate to discuss in the workplace and believed that religion resulted in close-minded and intolerant attitudes. On the other hand, the respondents also noted that spirituality was essential and even appropriate to discuss in the workplace. King (2007) adds, "Religion is the less appreciated of the two – primarily because spirituality and its effects are much more acceptable, primarily because of their personal and individual nature" (p. 108). Delbecq advocates for a balance between spirituality and religion in the workplace, suggesting that thousands of years of religious tradition and wisdom cannot be ignored (Allen and Williams, 2017). In this study, the focus centered upon workplace spirituality, but with an understanding that workplace spirituality can be an expression of employees' religions. However, the term spirituality is more generic, as it does not carry the same connotations of organized religion, allowing people of different faith groups to support its implementation.

#### *Summary*

Workplace spirituality was explored in this study as a way for water and wastewater utilities to fulfill their organization development needs. In addition, our access to a senior team of executives in this industry distributed across nine states allowed us the opportunity to use the industry as a case study for how public utilities might view workplace spirituality, including the extent to which workplace spirituality is currently evident, whether workplace spirituality is likely to grow in its use and implementation, and what benefits and obstacles executives perceive regarding the incorporation of workplace spirituality in their agencies. Consistent with calls for further research on workplace spirituality in government agencies (King, 2007), this study examined the potential benefits of workplace spirituality to state agencies and the challenges arising from promoting workplace spirituality.

#### **Research design**

The Delphi technique was chosen for this exploratory study's data collection method as it provides a practical approach to gathering a geographically dispersed panel of experts' input (Brill *et al.*, 2006; Okoli and Pawlowski, 2004). A sample of the most senior executives from public water and wastewater agencies throughout the USA participated. A Delphi panel suited the executives' busy schedules that could have threatened participation and the viability of the study.

Brill *et al.* (2006) describe the Delphi technique as an effective research method for deriving consensus from a group of experts on a particular topic where information sought is subjective and participants are separated by physical distance. Grisham (2009) explains that the Delphi technique is suitable for investigating complex and multifaceted topics. Data is typically collected in two to four rounds of surveys (Keeney *et al.*, 2011). In the present study, three rounds of input were conducted.

*Population, sample and panel selection criteria*

Purposeful sampling was used to recruit the panel of 12 experts (Patton, 2015), ensuring adequate experience to comment on workplace spirituality in water and wastewater agencies and willingness to voluntarily commit to three rounds of input. Okoli and Pawlowski (2004) state “The Delphi group size does not depend on statistical power, but rather on group dynamics arriving at a consensus among experts” (p. 19). The Delphi literature typically recommends 10-15 experts on a panel (Keeney et al., 2011; Skulmoski et al., 2007). Participants were employed as executive-level leaders working in the water and wastewater industry for over five years (many exceeded 20 years), with knowledge of and commitment to industry’s future. The sample included an equal number of men and women. Their typical job titles included executive director, general manager, assistant general manager, and commissioner. Collectively their 12 utilities serve 10.3 million residents, providing 360 million gallons of safe drinking water per day, and treating 960 million gallons per day of wastewater. These agencies also provide watershed management, green infrastructure, water reclamation, and water resource recovery. The participants lead agencies in nine states with districts varying from 500,000 to 2.6 million residents. Several of these districts have received awards for their excellence as water and wastewater utilities.

*Data collection and analysis*

In round one, open-ended questions were presented in an online survey to gather participants’ opinions and stimulate participants’ thoughts. Participants read a short description of workplace spirituality including definitions by Ashmos and Duchon (2000) and Giacalone and Jurkiewicz (2003). The questions addressed:

- Q1. What role workplace spirituality currently plays in participants’ water or wastewater agency?
- Q2. If there is no evidence of workplace spirituality in the agency, what reasons might exist for this absence?
- Q3. What future role, if any, does workplace spirituality have in the water and wastewater industries?
- Q4. Will the role of workplace spirituality change in the future as a result of new workplace trends?
- Q5. What are the benefits to incorporating workplace spirituality into the culture and employment practices of agencies?
- Q6. What are the obstacles to incorporating workplace spirituality into agencies?

The round one response rate was 100 per cent. Responses were analyzed and categorized into common themes and consolidated into a single summarized list using content analysis (Keeney et al., 2011). Where different terms were used for the same issue, the researcher listed all the terms together and then created one consolidated description of the issue. This list was then submitted to the participants in round two to validate the list and descriptions of themes. Round two’s response rate was 100 per cent. Participants were asked to verify that their responses were correctly reported and ideas fairly represented. In round three the items on the lists were presented in random order and participants ranked the issues in terms of importance, likelihood or truth, depending on the nature of the issue. Round three’s

response rate was 92 per cent. Once ranked, the statistical median, standard deviation, and interquartile range (IQR) were calculated for each list (Grisham, 2009; Keeney *et al.*, 2011). The median represents the most common value provided by panel members, while the IQR (the middle 50 per cent of scores) provides a measure of consensus (Brewer, 2007).

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#### *Reliability and validity*

The initial survey questions were reviewed by three experts knowledgeable in workplace spirituality to ensure face and content validity. Four strategies were used in this study to ensure trustworthiness of results: confidentiality, credibility, dependability and confirmability. Participants were possibly familiar with each other because of their work in the same industry, however, participants' identities were not shared during the panel and all contributions were confidential. Tersine and Riggs (1976) suggest anonymity allows for open sharing of ideas and encourages panel members to build on others' input. Iterative questioning and rounds of input contributed to credibility (Shenton, 2004), allowing participants to ensure their views were included and correctly represented. Detailed reporting on study processes was applied, ensuring that this study is reproducible and dependable (Shenton, 2004). Care was taken to confirm that the findings and conclusions in this study were objectively based on the participants' views, including dissenting views (Patton, 2015). The first researcher completed the initial data coding, while the second provided an independent view of the coding. Rounds two and three also confirmed that participants' responses were captured and correctly interpreted. Regarding validity, Hasson *et al.* (2000) state:

The Delphi is based upon the assumption of safety in numbers (i.e. several people are less likely to arrive at a wrong decision than a single individual). Decisions are then strengthened by reasoned argument in which assumptions are challenged, thus helping to enhance validity (p. 1013).

#### **Findings and discussion**

The top five themes derived for each research question are provided in Tables I to IV. The theme descriptions were synthesized from the panel's responses. Lower IQRs and standard deviations indicate greater agreement among participants (Keeney *et al.*, 2011). A higher ranked median for a theme indicates it was viewed as less applicable, or less true, for the participants' organizations. Table I reports themes related to the current role of workplace spirituality in water and wastewater agencies.

The highest ranked theme with the greatest consensus was a higher sense of purpose. The description is consistent with interest in workplace spirituality that began in the late 20th century (Giacalone and Jurkiewicz, 2010). Gooden *et al.* (2001) attributes this trend to employees' call for a deeper sense of purpose.

Collaborating with community ranked second showing relevance to many participants' organizations. Collaborating with community is also evidence of PSM. Perry *et al.* (2010) state "Individuals are oriented to act in the public domain for the purpose of doing good for others and society" (p. 687). During the eighteenth and nineteenth centuries, communities outside of work provided workers with a sense of connection and interdependence. However, in the past century, workers have spent more time at work (Hamermesh and Stancanelli, 2015). Having a sense of membership of a caring and supportive community is "one of the most important dimensions of workplace spirituality" (Saks, 2011, p. 320). Workplace spirituality fulfills employees' intrinsic need to collaborate with the community by helping the environment and being part of altruistic endeavors. Milliman *et al.* (2003) found that the greater the sense of community, the greater the individual organizational commitment.

## IJOA

Theme	Description	Mdn	M	SD	IQR
Higher sense of purpose	Employees feel a connection to a higher purpose other than gaining a paycheck or just doing a particular job well. The sense of purpose around clean, safe water services, including protecting the environment and the public is shared	1	1.55	0.82	1
Collaborating with community	Employees experience a connection between their work and the needs of the surrounding community and are active in creating partnerships with other agencies, community groups, and industries during work hours (e.g., planting native trees and shrubs, stream cleanups, food and toy collection, and mentoring and education in community)	2	3.36	1.63	3
Organizational belonging	Employees have a sense of belonging and teamwork within the organization, resulting in productivity gains. They feel cared for and listened to by leadership, feel valued and have a sense of contribution within the organization	3	3.27	1.90	2
Connection to peers	Workplace spirituality provides a sense of family and loyalty to each other. There is a belief in each other and a desire to assist each other to overcome problems	4	3.36	1.43	1
Retention	Workplace spirituality helps retain staff by counteracting public negativity and naysayers, by giving work a sense of meaning and purpose. Employees gain a sense of worth by joining together with others, sustaining them through harder times	5	5.00	1.41	1

Notes: N = 12; IQR = Interquartile Range

**Table I.**  
Themes: current role of workplace spirituality in water and wastewater agencies ranked by median

The third highest ranked theme, organizational belonging, showed more variation in its current role. According to [Barrett \(2003\)](#), belonging is the second level of organizational consciousness, where "Preconditions for belonging are friendship, open communication, and mutual respect" (p. 353). Participants also seemed to relate to organizational belonging to having a higher sense of purpose.

Connection to peers was ranked fourth. This theme agrees with [Houston and Cartwright's \(2007\)](#) view that:

Interconnectedness is a sense of unification with others that one experiences – a predetermined bond between all people that fosters the development of deep relationships and a sense of greater purpose (p. 92).

The theme definition also aligns with [Ashmos and Duchon's \(2000\)](#) view of workplace spirituality with "employees experiencing a sense of connectedness to one another and to their workplace community" (p. 135).

Retention was ranked fifth and appears to be an outcome of employees feeling a sense of purpose and connection. [Kinjerski and Skrypnek \(2008\)](#) posited that the implementation of a

Theme	Description	Mdn	M	SD	IQR
Positive impact on the environment and going beyond compliance	Workplace spirituality would provide the opportunity to make more of a positive difference for the environment. It would provide alignment to a common purpose that is beyond permit compliance and the limits of the service fee charged to citizens. The business-as-usual, myopic view of a regulatory compliance orientation will not address the root causes of the diffuse water pollution issues of the future	2	3.36	2.38	3
Providing a sense of purpose or mission	Workplace spirituality can help provide fulfilling, mission-driven work for employees resulting in a higher degree of job satisfaction	2	3.55	3.14	5
Collaboration with the community	There would be increased connection between employees' work and the needs of the surrounding community. There would also be increased partnerships with other agencies, community groups and industries during work hours	4	4.45	1.92	4
New leadership	The concept of workplace spirituality may become more prevalent as new leadership enters, including new initiatives such as mindfulness training, new organizational values and priorities, and participative decision-making	6	5.64	3.26	4
Organizational improvements	There would be improved output for the agency through fulfilled and motivated employees	6	6.36	2.69	2

**Notes:** N = 12; IQR = Interquartile Range

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**Table II.**  
Themes: Future role  
of workplace  
spirituality in water  
and wastewater  
agencies ranked by  
median

spirit-at-work program is a relatively inexpensive way to enhance the work satisfaction of employees and increase their commitment to the organization, thus reducing turnover and absenteeism.

Table II identifies how the panel perceived workplace spirituality playing a future role in water and wastewater agencies.

Having a positive impact on the environment and going beyond regulatory compliance had the greatest future role. This notion highlights government employees' PSM (Perry *et al.*, 2010). Since this theme was not listed as a current role of workplace spirituality, this suggests that a common commitment to the environment might create a sense of workplace spirituality among water and wastewater employees, speaking to the connectedness of water, the planet, and humankind. Such themes of connectedness are often presented in workplace spirituality literature (Ashmos and Duchon, 2000; Houston and Cartwright, 2007; Kinjerski and Skrypnek, 2004; Tanyi, 2002), such as in Fry and Nisiewicz's (2013) triple bottom line of people, planet, and profit. Water and wastewater agencies have a unique opportunity to play this role in society, which other organizations cannot easily fulfill.

Providing a sense of purpose or mission ranked second for the future role of workplace spirituality. The importance of ensuring employees have a sense of purpose and mission is

## IJOA

Theme	Description	Mdn	M	SD	IQR
Higher sense of purpose	Employees feel a connection to a higher purpose other than gaining a paycheck or just doing a particular job well. The sense of purpose around clean, safe water services, including protecting the environment and the public is shared	1	1.18	0.40	0
Collaborating with community	Employees experience a connection between their work and the needs of the surrounding community and are active in creating partnerships with other agencies, community groups, and industries during work hours (e.g. planting native trees and shrubs, stream cleanups, food and toy collection and mentoring and education in community)	3	2.82	1.25	1
Organizational belonging	Employees have a sense of belonging and teamwork within the organization, resulting in productivity gains. They feel cared for and listened to by leadership, feel valued and have a sense of contribution within the organization	3	3.00	1.26	2
Connection to peers	Workplace spirituality provides a sense of family and loyalty to each other. There is a belief in each other and a desire to assist each other to overcome problems	4	4.27	1.10	1
Retention	Workplace spirituality helps retain staff by counteracting public negativity and naysayers, by giving work a sense of meaning and purpose. Employees gain a sense of worth by joining together with others, sustaining them through harder times	5	4.36	1.03	1

**Notes:** N = 12; IQR = Interquartile Range

**Table III.**  
Themes: Benefits of workplace spirituality in water and wastewater agencies

similar to the higher sense of purpose discussed under the current role of workplace spirituality, but it speaks more to the positive impact on employees' job satisfaction more than benefits to the environment. This theme also connects to the issue of calling.

Collaboration with the community was ranked third. As this theme ranked fourth in the *current* role of workplace spirituality, it demonstrates the participants' view that this practice should continue and connects employees and the community.

New leadership ranked fourth, suggesting that new leaders in water and wastewater agencies need to be supportive of workplace spirituality and introducing new values and practices. Fairholm and Gronau's (2016) qualitative study of frontline and executive managers in public administration regarding their leadership role in their organizations illustrates the spiritual dimensions in day-to-day actions, "Of the essays written, 76 per cent contained some elements of spiritual leadership. Fully, 13 per cent of the essays were almost entirely reflective of spiritual leadership ideas" (p. 359).

The theme of organizational improvements ranked fifth. According to Saks (2011), workplace spirituality increases employee engagement, which is linked to organizational performance. Fry (2003) also explained how spiritual leadership can extrinsically or intrinsically motivate followers to simultaneously attain personal and organizational goals.

Table III identifies the extent to which workplace spirituality could *benefit* water and wastewater agencies.

The themes and rank order of the themes in Tables I and III are identical. The consensus on themes that participants recognized as current outcomes, as well as future benefits of



Theme	Description	Mdn	M	SD	IQR
Spirituality as a term	Spirituality is not an easily accepted term in public service agencies. Some believe it to be the same as religion. Spirituality, even as defined, remains beyond the boundaries of and the resources available to government. Mission, vision, goals and values are all common words in organizational strategy. Even if it is a powerful motivating force, it may be off-putting. Other terms, like values and mission, might be more accepted	1	2.82	3.54	2
Public administration leadership	The industry in particular, and public administration generally, has few leaders willing to take risks regarding the subject of workplace spirituality	3	3.55	2.30	3
Low level of interest	There are varying degrees of interest in spirituality. Some employees lack a sense of mission or purpose and have greater interest in their paycheck or compensation. The future role of workplace spirituality depends on interest and participation from individuals at all levels	3	4.36	2.54	5
Using taxpayer dollars	Some may see the concept of spirituality as a waste of the public's money and investment	4	5.82	2.75	4
Employees' openness	There are varying levels of employee comfort regarding the amount of personal information they are willing to share or how open they want to be	5	6.73	2.83	5

**Table IV.**  
Obstacles to incorporating workplace spirituality in water and wastewater agencies

**Notes:** N = 12; IQR = Interquartile Range

workplace spirituality is noteworthy. Having a higher sense of purpose, collaborating with the community, having a sense of belonging and having a connection to peers are recognized as important workplace spirituality themes that can be applied in public water and wastewater agencies. Participants recognized these themes as existing outcomes of workplace spirituality and believed they would continue to provide benefits.

Table IV identifies *obstacles* that agencies might encounter to incorporating workplace spirituality in their agencies.

Spirituality, as a term, was ranked the greatest obstacle toward incorporating workplace spirituality and achieved the greatest consensus. As noted by the panel, spirituality is a contentious theme, especially because of its association with religion. The participants stated that even with definitions of workplace spirituality, which do not mention religion, the terminology remained an obstacle, with terms like values, mission, and culture being more familiar and accepted. Despite these reservations, continued interest in workplace spirituality suggests the topic holds intrigue for many people (Benefiel *et al.*, 2014).

Public administration leadership was the second highest ranked obstacle, with the second highest consensus. Leadership was similarly ranked fourth in terms of workplace spirituality's role in the future (Table II), yet it was ranked second as an obstacle. Leaders are needed who are willing to lead in new directions. Authentic leadership may be a way to achieve this as it includes an internalized moral perspective, "as opposed to being driven by external pressure from peers, higher level leaders, or social forces" (Avolio *et al.*, 2011, p. 562). Authentic leaders may recognize the value of workplace spirituality over being

concerned with the risks and obstacles to implementing it. Leaders' reticence is important and may result from fear of litigation, which was mentioned as an obstacle, but did not emerge in the top five. Despite any rigidity, bureaucracy or lack of participative leadership in the culture of some government agencies, Fairholm and Gronau (2016) imply that workplace spirituality can be implemented within this context, although undoubtedly this is not without challenges.

A low level of interest by employees and leaders was ranked third as an obstacle to workplace spirituality. A lack of interest in spirituality, as well as a greater focus on paychecks and compensation were expressed as obstacles to workplace spirituality. Saks (2011) illustrated that workplace spirituality actually increases employee engagement. Members of the panel expressed that when they saw cases where there was a lack of workplace spirituality they also saw disengagement. Judge *et al.* (2010) suggest that intrinsic sources of motivation have a greater impact on job satisfaction than extrinsic sources, such as pay. This assertion was clearly evident in the panels' observations, suggesting that incorporating workplace spirituality, including enhancing employees' sense of purpose and meaning in their work, might overcome disengagement.

Use of taxpayer dollars and political differences on the disbursement of taxpayer dollars was ranked fourth. Giacalone and Jurkiewicz (2004) agree there is the perception that there are considerable costs in adopting any new culture and developing new policies and procedures. However, the benefits of workplace spirituality in organizations can include increased productivity and performance, which promote the bottom line and benefit society and the natural environment (Fry and Nisiewicz, 2013). Thompson (2000) reported that "more spirited companies outperform others by 400-500 per cent in terms of net earnings, return-on-investment, and shareholder value" (p. 19).

The fifth ranked theme was employees' openness, which may tie into the terminology theme. As already discussed, Mitroff and Denton (1999) provided insight into American workplace sensitivities to the terms religion and spirituality. Varying degrees of employee openness were recognized in this study. The use of alternative and inclusive terminology (Williams and Allen, 2015), such as words like values, mission and culture, may reduce employees' reticence and avoid the concerns about church-state separation.

### Conclusion

Consensus was achieved that a sense of purpose currently exists in the water and wastewater industries and will be the greatest benefit of workplace spirituality to the industry in the future. This sense of purpose may support current and potential employees experiencing a calling or "belief that one's career is a central part of a broader sense of purpose and meaning in life and is used to help others or advance the greater good in some fashion" (Duffy and Dik, 2013, p. 429). Other top themes included making a positive impact on the environment and going beyond compliance, collaborating with the community, creating a connection to peers and encouraging organizational belonging. A spiritual sense of purpose related to water and the environment may ensure that agencies do not just focus on minimum regulatory compliance requirements. This is important since the UOTF listed increased regulatory requirements as an industry challenge (NACWA, WERF, and WEF, 2013). Public-service-motivated employees may be intrinsically motivated to address the increasing regulatory requirements while achieving meaningful outcomes for the community.

Some panel members felt that supporting workplace spirituality may be seen as wasting tax payers' money. This may be realistic as some public agencies are scrutinized in a stricter fashion than private entities (King, 2007). However, the benefits of spiritually based

organizations (e.g. productivity, impact on natural environment) may outweigh these concerns. Successful private, for-profit and non-profit organizations that have incorporated workplace spirituality may guide water and wastewater industry leaders, especially since rising costs is also listed as a UOTF challenge (NACWA, WERF and WEF, 2013).

Leadership development is a focus in the EUM (USEPA *et al.*, 2017). In this study, new leadership ranked fourth in terms of the future role of workplace spirituality, but was also ranked as the second greatest obstacle. Leadership models and theories such as authentic and spiritual leadership (Fry, 2003) could be implemented by industry leaders to support workplace spirituality.

The term spirituality was ranked as the biggest obstacle to implementing workplace spirituality. Fry and Nisiewicz (2013) have pointed to the increased acceptance of the term workplace spirituality in corporate organizations. Concerns about the use of the term has been raised in previous studies, including a preference by some for using more generic terminology such as meaning, purpose, ethics, and values (Williams and Allen, 2014). Examples of organizations that are embracing workplace spirituality illustrate that the term does not need to be divisive and that it is different from but related to religion. It is evident that this panel saw both benefits and obstacles to fostering workplace spirituality.

Consistent with King's (2007) suggestion, we support the need for further research on spirituality and religion in public administration, including international studies. Studies with larger samples, including mid-level managers and employees are also needed. Interviews and surveys could confirm this study's findings from a broader organizational and community perspective. We also encourage exploratory studies in other government agencies. The public sector where this study was completed has a unique relation to the environment and natural resources and it would be valuable to confirm how other agencies and sectors (e.g. public health) connect their mission to the spiritual concepts of meaning and purpose. While we explored the obstacles to implementing workplace spirituality, it is worth noting that the negative outcomes of workplace spirituality are scantily mentioned in the literature (Collinson, 2006; Tourish and Tourish, 2010) and further research may be needed to address this question more directly.

As practical implications, public agencies might examine potential sources of purpose and meaning for their employees and encourage projects and communication efforts that enhance a sense of meaning and purpose. Highlighting the positive impact of utilities on the environment and community has the potential to foster PSM and resonate with a sense of calling to begin or continue a career of service in a utility or similar agency (e.g. the public or private energy sector). Such actions may enhance the agencies' ability to attract talented employees and foster intrinsic motivation, echoing existing literature on the importance of values alignment between employees and their organization in maximizing employee satisfaction and the attraction and retention of talent. Opportunities to create a sense of connection (e.g. collaborating with the community or interdepartmentally) may also enhance workplace spirituality.

It is evident from the ranking of the themes and level of consensus that the panelists see workplace spirituality as playing a role in their organizations through the way it connects employees to their work (sense of meaning and purpose), to each other (including teams and leaders), to the organization overall and to the community and environment. The panel provided evidence that public service employees in water and wastewater agencies currently experience workplace spirituality in their organizations, with potential for growth of workplace spirituality in the future.

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Spirituality in  
the public  
sector



**Victor Valley Wastewater Reclamation Authority**  
*A Joint Powers Authority and Public Agency of the State of California*

20111 Shay Rd. Victorville, CA 92394  
 Telephone: (760) 246-8638  
 Fax: (760) 948-9897

**DATE:** February 5, 2019  
**TO:** Logan Olds  
 General Manager  
**FROM:** Chieko Keagy   
 Controller  
**SUBJECT:** Cash Disbursements Register

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**RECOMMENDED ACTION**

It is recommended that the Board of Commissioners approve the cash disbursements and payroll register for the Victor Valley Wastewater Reclamation Authority.

**BACKGROUND**

The Cash Disbursements Register totals represented below are for the month of JANUARY 2019, check numbers 122167- 122253 and ACH's.

<i>Accounts Payable</i>			
<i>Checks</i>	<i>ACH's and EFT's</i>	<i>Payroll</i>	<i>Total</i>
<b>\$362,216.22</b>	<b>\$1,105,111.62</b>	<b>\$440,117.53</b>	<b>\$1,907,445.37</b>



Victor Valley Reclamation Authority  
Cash Disbursement Register  
From 1/1/19 through 1/31/19

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matching Document Number	Check Amount
122167	1/10/2019	1/10/2019	07	Airgas Usa, Llc	Nitrogen	9083581922	\$ 212.83
122168	1/10/2019	1/10/2019	01	Alliant Insurance Services	Pollution Liability	988613	\$ 61,695.02
122169	1/10/2019	1/10/2019	01	Liberty Utilities- Apple Valley Ranchos Water	Account Number 015133	12272018	\$ 65.73
122169	1/10/2019	1/10/2019	01	Liberty Utilities- Apple Valley Ranchos Water	Account Number 156245	122718	\$ 540.21
122169	1/10/2019	1/10/2019	01	Liberty Utilities- Apple Valley Ranchos Water	Account Number 156250	112818	\$ 1.42
122169	1/10/2019	1/10/2019	01	Liberty Utilities- Apple Valley Ranchos Water	Account Number 156250	122818	\$ 95.98
122170	1/10/2019	1/10/2019	01	Apple Valley Chamber Of Commerce	AV Chamber Membership Renewal	94251	\$ 750.00
122171	1/10/2019	1/10/2019	01	Town Of Apple Valley	AV Subregional Trash Service- Otee	123118	\$ 171.68
122172	1/10/2019	1/10/2019	01	Larry Bird	Commissioner Stipend	BIRD122018	\$ 100.00
122173	1/10/2019	1/10/2019	01	Arthur Bishop	Commissioner Stipend	BISH122018	\$ 100.00
122174	1/10/2019	1/10/2019	01	Casa	Olds CASA Winter Conference Registration	3320	\$ 575.00
122175	1/10/2019	1/10/2019	01	Ced	Steel Body Cover	9085-678349	\$ 53.12
122176	1/10/2019	1/10/2019	01	City Employees Associates	Supervisors Dues Deductions	121818	\$ 50.00
122177	1/10/2019	1/10/2019	01	Concorde Communications	Answering & Telephone Service	181200024	\$ 104.90
122178	1/10/2019	1/10/2019	01	James Cox	Commissioner Stipend	COX122018	\$ 100.00
122179	1/10/2019	1/10/2019	01	Csrma	File No. 1980783 - Valles Claim	3421	\$ 250.60
122180	1/10/2019	1/10/2019	01	Csrma	Pooled Liability	6403	\$ 73,403.00
122181	1/10/2019	1/10/2019	01	Daily Press	Operator Position Advertising	1812-00004121	\$ 417.01
122182	1/10/2019	1/10/2019	01	Davis Electric, Inc	pH Relocation HWRP Conduit	12062018	\$ 1,958.00
122182	1/10/2019	1/10/2019	01	Davis Electric, Inc	pH Relocation HWRP Wire Pull	120618	\$ 1,958.00
122183	1/10/2019	1/10/2019	01	Evans-Hydro	Peerless Pump	160667	\$ 33,764.49
122184	1/10/2019	1/10/2019	01	Fastenal	PVC Glue & Anchors	CAVIC65100	\$ 243.60
122185	1/10/2019	1/10/2019	01	Flyers Energy, Llc	Gasoline	CFS-1782794	\$ 711.26
122186	1/10/2019	1/10/2019	07	G.A. Osborne Pipe & Supply	Material	396289	\$ 432.25
122186	1/10/2019	1/10/2019	07	G.A. Osborne Pipe & Supply	Material	396476	\$ 744.34
122186	1/10/2019	1/10/2019	01	G.A. Osborne Pipe & Supply	Piping Material	396266	\$ 96.54
122186	1/10/2019	1/10/2019	01	G.A. Osborne Pipe & Supply	Piping Material	396267	\$ 30.45
122187	1/10/2019	1/10/2019	01	Hi-Desert Window Washing	Window Washing	25670	\$ 307.00
122188	1/10/2019	1/10/2019	01	Konica Minolta Business Solutions	Printing Charges	9005225549	\$ 434.06
122189	1/10/2019	1/10/2019	01	Luhdorff And Scalmanini Consulting Engineers, Inc.	3 Year Subregional Groundwater Reporting	34445	\$ 3,913.00
122190	1/10/2019	1/10/2019	01	Merrell Johnson Companies	Design of Office Addition	2018528	\$ 1,320.00
122190	1/10/2019	1/10/2019	01	Merrell Johnson Companies	Design of Office Addition	2018529	\$ 1,340.00
122191	1/10/2019	1/10/2019	01	Mojave Desert A.Q.M.D.	FAC No 453/1660 Permit Renewal	MD9899	\$ 307.63
122192	1/10/2019	1/10/2019	01	Multi W Sytems, Inc	2G O-Rings and Seals	31930124	\$ 1,991.22
122193	1/10/2019	1/10/2019	01	Orkin	AV Subregional Pest Control	178116212	\$ 150.00
122193	1/10/2019	1/10/2019	01	Orkin	Pest Control	178115089	\$ 390.61
122193	1/10/2019	1/10/2019	01	Orkin	Pest Control	179169637	\$ 390.61
122194	1/10/2019	1/10/2019	01	Ponton Industries, Inc.	SC200 Universal Controller	20074-22750	\$ 2,670.03
122195	1/10/2019	1/10/2019	01	Prudential Overall Supply	Uniform Service	22724738	\$ 519.56
122195	1/10/2019	1/10/2019	01	Prudential Overall Supply	Uniform Service	22728179	\$ 514.64
122195	1/10/2019	1/10/2019	01	Prudential Overall Supply	Uniform Service	22731926	\$ 569.97
122196	1/10/2019	1/10/2019	01	Quill Corporation	Office Supplies	3619603	\$ 806.91
122197	1/10/2019	1/10/2019	01	Rafelis	Rate Study and Capacity Study	11189	\$ 12,487.50
122198	1/10/2019	1/10/2019	01	Roto-Rooter Plumbers	Ladies Restroom Repair	AC1318030	\$ 375.00
122199	1/10/2019	1/10/2019	07	Royal Wholesale Electric	Gas System Electrical Conduit	6441-581060	\$ 8,129.68
122200	1/10/2019	1/10/2019	01	Safety-Kleen Systems Inc.	Oil Disposal	78508936	\$ 1,250.91
122201	1/10/2019	1/10/2019	01	Abila	Abila Maintenance Support	QU0055381	\$ 7,231.00
122202	1/10/2019	1/10/2019	01	Swains Electric Motor Service	Mixer Repairs	B07895	\$ 6,413.48
122202	1/10/2019	1/10/2019	01	Swains Electric Motor Service	Mixer Repairs	B07896	\$ 4,326.68
122202	1/10/2019	1/10/2019	01	Swains Electric Motor Service	Submersible Pump Repair	B07892	\$ 1,955.25
122202	1/10/2019	1/10/2019	01	Swains Electric Motor Service	Submersible Pump Repair	B07893	\$ 1,955.25
122203	1/10/2019	1/10/2019	01	Thurlow'S Heating & A/C Inc.	Filters	22539	\$ 809.24
122203	1/10/2019	1/10/2019	01	Thurlow'S Heating & A/C Inc.	Hesperia Subregional Service Call	22541	\$ 747.90
122203	1/10/2019	1/10/2019	01	Thurlow'S Heating & A/C Inc.	Quarterly Maintenance	16702	\$ 1,999.00
122203	1/10/2019	1/10/2019	01	Thurlow'S Heating & A/C Inc.	Subregional Service Call	22425	\$ 2,070.34
122203	1/10/2019	1/10/2019	01	Thurlow'S Heating & A/C Inc.	UV Bldg Compressor	16715	\$ 7,346.90
122204	1/10/2019	1/10/2019	01	Verizon California	Account #472015939-00013	9820276803	\$ 114.03
122205	1/10/2019	1/10/2019	01	Verizon Wireless	Account #472015939-00001	9820276802	\$ 1,861.18
122206	1/10/2019	1/10/2019	01	City Of Victorville / Uility Billing	Trash Service	3210328	\$ 8,284.02
122207	1/10/2019	1/10/2019	01	Western Rentals, Inc	Brown Bear Pickup	R49024	\$ 1,300.00
122208	1/10/2019	1/10/2019	01	Yale Chae Equipment And Services	JCB Fuel Injector Rebuild	PSV487235	\$ 4,016.59
122209	1/16/2019	1/16/2019	01	Donna Anthony	Retiree Health Benefit Allowance	ANTH011619	\$ 435.00
122210	1/16/2019	1/16/2019	01	Dan Sentman	Retiree Health Benefit Allowance	SENT011619	\$ 224.41
122211	1/17/2019	1/17/2019	01	Ced	AV Subregional Rigid Material	9085-977954	\$ 5,613.13
122212	1/17/2019	1/17/2019	01	Flyers Energy, Llc	Gasoline	CFS-1805452	\$ 1,457.76
122213	1/17/2019	1/17/2019	01	G.A. Osborne Pipe & Supply	Piping Material	396662	\$ 209.38
122213	1/17/2019	1/17/2019	07	G.A. Osborne Pipe & Supply	Piping Material	396730	\$ 631.01
122213	1/17/2019	1/17/2019	01	G.A. Osborne Pipe & Supply	Type E Can	396789	\$ 885.96
122214	1/17/2019	1/17/2019	01	Heritage Environmental Services, L.L.C.	Chemical Disposal	1919517	\$ 718.50
122215	1/17/2019	1/17/2019	01	Hesperia Recreation And Park District	District LLMDD1	0405-711-82-0000	\$ 30.00
122215	1/17/2019	1/17/2019	01	Hesperia Recreation And Park District	District LLMDD2-P-1 Parcel	0405-313-47-0000	\$ 10.00
122215	1/17/2019	1/17/2019	01	Hesperia Recreation And Park District	Street Lighting Assessment	0405-711-8-0000-2018	\$ 30.00
122216	1/17/2019	1/17/2019	01	Hi-Desert Communications	Site Rent	38201	\$ 100.00
122217	1/17/2019	1/17/2019	01	Hydro Tek Systems, Inc.	Pressure Washer Gas Tank	0022830-1N	\$ 262.27
122218	1/17/2019	1/17/2019	01	Napa Victorville	Fleet Vehicle Parts	165513	\$ 336.15
122219	1/17/2019	1/17/2019	01	Nobel Systems Inc.	Geoviewer Hosting Subscription	14487	\$ 5,000.00
122219	1/17/2019	1/17/2019	01	Nobel Systems Inc.	GIS Updates/ Conversion Project	14475	\$ 5,000.00
122220	1/17/2019	1/17/2019	01	Prudential Overall Supply	Uniform Service	22735456	\$ 532.02
122221	1/17/2019	1/17/2019	07	Royal Wholesale Electric	CB Handle	6441-583869	\$ 501.18
122221	1/17/2019	1/17/2019	01	Royal Wholesale Electric	Wool Fiber	6441-582231	\$ 178.25
122222	1/17/2019	1/17/2019	01	Southern Counties Lubricants	Coolant	652058	\$ 1,483.19
122223	1/17/2019	1/17/2019	07	Sunbelt Supply Inc.	Digesters Gas Integration Equipment	2396970-00	\$ 36,826.87
122224	1/17/2019	1/17/2019	01	Thurlow'S Heating & A/C Inc.	Service Call	22544	\$ 532.40
122225	1/17/2019	1/17/2019	01	United Rentals Northwest, Inc	Forklift Training	164563911-001	\$ 900.00

Victor Valley Reclamation Authority
Cash Disbursement Register
From 1/1/19 through 1/31/19

Table with columns for check number, date, amount, vendor name, and description. Includes entries for Cintas Corporation, Airgas Usa, Inc, Allied Electronics Inc, etc. Total Checks: 362,216.22

Table with columns for check number, date, amount, vendor name, and description. Includes entries for Southern California Edison, Hesperia Subregional Electricity - Fresno, State Board Of Equalization, etc.



**Victor Valley Reclamation Authority  
Cash Disbursement Register  
From 1/1/19 through 1/31/19**

0032933-7	1/23/2019	1/23/2019	01	Cdw Government, Inc	Laptop	QPF5903	\$	290.72
0032933-7	1/23/2019	1/23/2019	01	Cdw Government, Inc	Switches	QNV0943	\$	319.93
0032933-8	1/23/2019	1/23/2019	07	C.S. Amsoo	Digester Acuator Limit Switch	14326	\$	853.11
0032933-9	1/23/2019	1/23/2019	01	Culligan Water Conditioning	Bottled Water	201901041401	\$	502.90
0033227-1	1/31/2019	1/31/2019	01	Solenis Llc	Polymor	131402097	\$	8,154.51
0033227-10	1/31/2019	1/31/2019	07	Twining, Inc.	Preliminary Condition Evaluation of Digester 4 Concrete Dom	73543	\$	2,360.00
0033227-11	1/31/2019	1/31/2019	01	U.S. Bank	Cal Card Charges December 2018	12242018	\$	5,796.15
0033227-12	1/31/2019	1/31/2019	01	Xylem Water Solutions	UV Preventative Maintenance	3556A47137	\$	29,900.00
0033227-2	1/31/2019	1/31/2019	01	Beck Oil, Inc.	Propane	345879	\$	22.38
0033227-3	1/31/2019	1/31/2019	01	Blackline Safety Corp	Lone Worker Lease	INV2014306	\$	210.00
0033227-4	1/31/2019	1/31/2019	01	Graham Equipment	Adelanto Interceptor Erosion Control	015469	\$	6,133.25
0033227-5	1/31/2019	1/31/2019	01	Hach Company	Ammonia Cartridge Replacement	11282022	\$	6,849.77
0033227-6	1/31/2019	1/31/2019	01	Link Business Management	AV Subregional Custodial Services	74709	\$	263.88
0033227-7	1/31/2019	1/31/2019	01	Principal Life Ins. Co.	Dental and Vision Insurance February 2019	011819	\$	3,287.15
0033227-8	1/31/2019	1/31/2019	01	Raftelis	Rate Study and Capacity Study	11063	\$	10,785.20
0033227-9	1/31/2019	1/31/2019	01	Tesco Controls Inc	AVWRP Third Party Calibration by TESCO	0066619-IN	\$	2,000.00
0033227-9	1/31/2019	1/31/2019	01	Tesco Controls Inc	Bi-Yearly Calibrations	0066618-IN	\$	5,950.00
0033227-9	1/31/2019	1/31/2019	01	Tesco Controls Inc	Bi-Yearly Calibrations	0066621-IN	\$	1,300.00
0033227-9	1/31/2019	1/31/2019	01	Tesco Controls Inc	Hesperia Subregional 3rd Party Calibrations	0066620-IN	\$	2,000.00
007931	1/10/2019	1/10/2019	01	Southern California Edison	Electricity	12202018	\$	49,940.56
010931	1/10/2019	1/10/2019	01	Southern California Edison	Hesperia Subregional Electricity- Appaloosa	121218	\$	9,765.82
011019CHAR	1/10/2019	1/10/2019	01	Charter Communications	Telephone Charges	0013529010719	\$	4,850.70
011019UPS	1/10/2019	1/10/2019	01	Ups	Express Shipping	0000615V7V019	\$	75.86
011019UPS	1/10/2019	1/10/2019	01	Ups	Express Shipping	0000615V7V518	\$	37.76
011019UPS	1/10/2019	1/10/2019	01	Ups	Express Shipping	0000615V7V528	\$	20.94
011019UPSF	1/10/2019	1/10/2019	01	Ups	UPS Freight	250906456	\$	423.10
01102019SWG	1/10/2019	1/10/2019	01	Southwest Gas Company	Natural Gas	12212018	\$	701.18
012319SWG	1/23/2019	1/23/2019	01	Southwest Gas Company	Hesperia Subregional Natural Gas - Appaloosa	190110	\$	318.19
012319UPSA	1/23/2019	1/23/2019	01	Ups	Express Shipping	0000615V7V029	\$	61.97
012319UPSA	1/23/2019	1/23/2019	01	Ups	Express Shipping	0000615V7V039	\$	70.55
012319UPSF	1/23/2019	1/23/2019	01	Ups	UPS Freight	538986324	\$	3,859.96
12319SWG	1/23/2019	1/23/2019	01	Southwest Gas Company	Hesperia Subregional Natural Gas - Fresno	20190110	\$	64.71
19081494	1/10/2019	1/10/2019	01	Lincoln Financial Group	Life and Disability Insurance	3796865248	\$	3,725.75
19081494	1/10/2019	1/10/2019	01	Lincoln Financial Group	Life and Disability Insurance	3796865361	\$	94.66
3209056	1/2/2019	1/2/2019	01	State Water Resources Control Board	UNR Finance Agreement	11012018	\$	257,745.38
3209081	1/2/2019	1/2/2019	01	Swrcb	Permit Renewal 6B360109001 Index No 346425	WD-0143213	\$	62,406.00
3209135	1/2/2019	1/2/2019	01	Swrcb	Permit Renewal 6B360109001 Index No 342626	WD-0139414	\$	19,661.00
3209154	1/2/2019	1/2/2019	01	Swrcb	Permit Renewal 6SS011169 Index No 344146	WD-0140934	\$	12,259.00
3209164	1/2/2019	1/2/2019	01	Swrcb	Permit Renewal 6B360907005 Index No 342695	WD-0139483	\$	5,145.00
3209185	1/2/2019	1/2/2019	01	Swrcb	Permit Renewal 6B360907006 Index No 344257	WD-0141045	\$	5,145.00
39151991	1/23/2019	1/23/2019	01	Hesperia Water District	Hesperia Subregional Water Usage	01162019	\$	514.61
528902391	1/23/2019	1/23/2019	01	Southern California Edison	AV Subregional Electricity - Oroe	011119	\$	7,223.75
6810023731	1/23/2019	1/23/2019	01	Southern California Edison	Electricity	01182019	\$	409.72
865948	1/10/2019	1/10/2019	01	Konica Minolta Business Solutions	Printer Lease	32894528	\$	351.02
9686023931	1/23/2019	1/23/2019	01	Southern California Edison	Electricity	011619	\$	47,213.97
SWG012319	1/23/2019	1/23/2019	01	Southwest Gas Company	AV Subregional Natural Gas - Oroe	01112019	\$	688.27
							<b>Total ACH &amp; EFT's</b>	<b>1,105,111.62</b>


*Changy* 02-11-19  
APPROVED

<b>Total Checks</b>	<b>\$</b>	<b>362,216.22</b>
<b>Total ACH and EFT</b>	<b>\$</b>	<b>1,105,111.62</b>
<b>Total Payroll - January 2019</b>	<b>\$</b>	<b>440,117.53</b>
<b>Total</b>	<b>\$</b>	<b>1,907,445.37</b>



**Victor Valley Wastewater Reclamation Authority**  
*A Joint Powers Authority and Public Agency of the State of California*

20111 Shay Rd. Victorville, CA 92394  
 Telephone: (760) 246-8638  
 Fax: (760) 948-9897

**DATE:** January 7, 2019  
**TO:** Logan Olds  
 General Manager  
**FROM:** Chieko Keagy   
 Controller  
**SUBJECT:** Cash Disbursements Register

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**RECOMMENDED ACTION**

It is recommended that the Board of Commissioners approve the cash disbursements and payroll register for the Victor Valley Wastewater Reclamation Authority.

**BACKGROUND**

The Cash Disbursements Register totals represented below are for the month of DECEMBER 2018, check numbers 122098- 122166 and ACH's.

<i>Accounts Payable</i>			
<i>Checks</i>	<i>ACH's and EFT's</i>	<i>Payroll</i>	<i>Total</i>
<i>\$220,388.55</i>	<i>\$452,909.73</i>	<i>\$336,090.86</i>	<i>\$1,009,389.14</i>

**Victor Valley Reclamation Authority**  
**Cash Disbursement Register**  
**From 12/1/18 through 12/31/18**

Check Number	Check Date	Effective Date	Fund Code	Vendor Name	Transaction Description	Matching Document Number	Check Amount
122098	12/3/2018	12/3/2018	01	Liberty Utilities- Apple Valley Ranchos Water	Account# 015133	10262018	\$ 19.43
122098	12/3/2018	12/3/2018	01	Liberty Utilities- Apple Valley Ranchos Water	Account# 156248	102518	\$ 621.85
122098	12/3/2018	12/3/2018	01	Liberty Utilities- Apple Valley Ranchos Water	Account# 156250	102618	\$ 94.54
122099	12/3/2018	12/3/2018	01	World Oil Environmental Services	Used Oil Disposal	1500-00386750	\$ 45.00
122100	12/3/2018	12/3/2018	01	Larry Bird	Commissioner Stipend	BIRD111518	\$ 100.00
122101	12/3/2018	12/3/2018	01	Blaine Tech Services, Inc.	AV Subregional Sampling	2BLRS-181024BN1	\$ 3,537.40
122101	12/3/2018	12/3/2018	01	Blaine Tech Services, Inc.	Hesperia Subregional Sampling	2BLRS-181022BN1	\$ 6,866.40
122101	12/3/2018	12/3/2018	01	Blaine Tech Services, Inc.	VVWRA Sampling	2BLRS-181029AP1	\$ 5,584.50
122102	12/3/2018	12/3/2018	01	California Municipal Statistics Inc	Direct and Overlapping Debt Statement 6/30/18	18110807	\$ 425.00
122103	12/3/2018	12/3/2018	01	City Employees Associates	Supervisors Dues Deduction	11292018	\$ 50.00
122104	12/3/2018	12/3/2018	01	Extreme Powder Coating	Powder Coating 2 Tanks	2892	\$ 120.00
122105	12/3/2018	12/3/2018	01	Flyers Energy, Llc	Gasoline	CFS-1736399	\$ 1,385.32
122106	12/3/2018	12/3/2018	01	G.A. Osborne Pipe & Supply	3 inch PVC Cap	395974	\$ 279.58
122106	12/3/2018	12/3/2018	01	G.A. Osborne Pipe & Supply	Bali Valve	395676	\$ 96.22
122106	12/3/2018	12/3/2018	01	G.A. Osborne Pipe & Supply	PVC Bushing	395848	\$ 204.64
122106	12/3/2018	12/3/2018	01	G.A. Osborne Pipe & Supply	PVC Pipe	395751	\$ 354.15
122107	12/3/2018	12/3/2018	01	Heritage Environmental Services, L.L.C.	Dissolvent Disposal	1911742	\$ 2,032.24
122108	12/3/2018	12/3/2018	01	Hesperia Unified School District	150 Purple Pipe Publications	190341	\$ 126.07
122109	12/3/2018	12/3/2018	07	Hi Grade Materials Co.	Sand Slurry Delivery	0050401	\$ 3,340.25
122109	12/3/2018	12/3/2018	07	Hi Grade Materials Co.	Sand Slurry Delivery	0050592	\$ 1,023.63
122110	12/3/2018	12/3/2018	01	James N. Kennedy	Commissioner Stipend	KENN111518	\$ 100.00
122111	12/3/2018	12/3/2018	01	Scott Nassif	Commissioner Stipend	NASS111518	\$ 100.00
122112	12/3/2018	12/3/2018	01	Orkin	Pest Control	176898368	\$ 390.61
122113	12/3/2018	12/3/2018	01	Patrick Griffith	Round Visit Trips to VVWRA	100	\$ 4,339.39
122114	12/3/2018	12/3/2018	01	Prudential Overall Supply	Uniform Service	22710478	\$ 477.92
122115	12/3/2018	12/3/2018	01	Raffelis	Rate and Capacity Study	11004	\$ 5,848.03
122116	12/3/2018	12/3/2018	01	Roto-Rooter Plumbers	Pressure Bladder Service	AA0218015	\$ 218.00
122117	12/3/2018	12/3/2018	01	Thurlow'S Heating & A/C Inc.	Copeland Drainer	22428	\$ 2,136.06
122118	12/3/2018	12/3/2018	01	United Rentals Northwest, Inc	Dump Truck Rental	162309406-001	\$ 3,023.13
122119	12/3/2018	12/3/2018	01	Verizon Wireless	Account# 472015939-00001	9818362182	\$ 2,356.86
122119	12/3/2018	12/3/2018	01	Verizon Wireless	Account# 472015939-00013	9818362183	\$ 114.03
122120	12/3/2018	12/3/2018	01	Victor Valley Chamber Of Commerce	Victorville Chamber of Commerce Membership Investment	25636	\$ 520.00
122121	12/3/2018	12/3/2018	01	City Of Victorville / Sanitation	Trash Service	3174161	\$ 3,745.72
122122	12/3/2018	12/3/2018	01	Yale Chae Equipment And Services	K-Stakes Sides Longbed	SI194999	\$ 1,326.13
122124	12/6/2018	12/6/2018	01	A&A Alternators And Starters	2G Starter Rebuild	2035	\$ 1,500.00
122125	12/6/2018	12/6/2018	01	Liberty Utilities- Apple Valley Ranchos Water	Acct# 156250	11282018	\$ 94.54
122126	12/6/2018	12/6/2018	01	Big Bear Electric, Inc.	Primary Effluent NH4 Monitoring Installation	1180	\$ 19,846.74
122127	12/6/2018	12/6/2018	01	Casa	CASA Membership Dues	3140	\$ 16,711.00
122128	12/6/2018	12/6/2018	01	Conoerde Communications	Telephone and Answering Service	181100039	\$ 105.40
122129	12/6/2018	12/6/2018	07	Endura Steel, Inc.	Digester Project Lids	6-646960	\$ 2,437.72
122129	12/6/2018	12/6/2018	01	Endura Steel, Inc.	BQ Gate Stems	6-647804	\$ 546.11
122130	12/6/2018	12/6/2018	01	Flyers Energy, Llc	Gasoline	CFS-1759958	\$ 1,440.20
122131	12/6/2018	12/6/2018	01	G.P. Electric	Mixer Inspection	102396	\$ 227.50
122131	12/6/2018	12/6/2018	01	G.P. Electric	Mixer Inspection	102397	\$ 455.00
122132	12/6/2018	12/6/2018	01	Harrington Industrial Plastics	Clear PVC Pipe	01212448	\$ 864.16
122133	12/6/2018	12/6/2018	01	Hi-Desert Communications	Site Rent	38143	\$ 100.00
122134	12/6/2018	12/6/2018	01	Konica Minolta Business Solutions	Printer Charges	9005180595	\$ 664.69
122135	12/6/2018	12/6/2018	07	Lewis Center For Educational Research	Desert Knolls Wash Easement Agreement	12052018	\$ 25,000.00
122136	12/6/2018	12/6/2018	01	Luhdorff And Seamanini Consulting Engineers, Inc.	3 Year Groundwater Reporting	34411	\$ 10,739.64
122137	12/6/2018	12/6/2018	01	Orkin	AV Subregional Pest Control	176899510	\$ 150.60
122138	12/6/2018	12/6/2018	01	Raffelis	Rate and Capacity Study	11137	\$ 15,675.00
122139	12/6/2018	12/6/2018	01	Thurlow'S Heating & A/C Inc.	Service Call	16679	\$ 1,848.32
122139	12/6/2018	12/6/2018	01	Thurlow'S Heating & A/C Inc.	UV Service Call	22427	\$ 180.00
122140	12/6/2018	12/6/2018	01	City Of Victorville	City-Wide Street Lighting Assessment	11132018	\$ 11,857.54
122141	12/12/2018	12/12/2018	01	A.M.S. / Anderson Air Conditioning Lp	HVAC Spare Parts	1083546	\$ 2,775.95
122142	12/12/2018	12/12/2018	01	Town Of Apple Valley	AV Subregional Trash Service	11302018	\$ 100.82
122143	12/12/2018	12/12/2018	01	Bio Vir Lab, Inc.	Drying Bed Testing	181246	\$ 1,240.00
122143	12/12/2018	12/12/2018	01	Bio Vir Lab, Inc.	Drying Bed Testing	181401	\$ 3,720.00
122143	12/12/2018	12/12/2018	01	Bio Vir Lab, Inc.	Drying Bed Testing	181559	\$ 4,960.00
122144	12/12/2018	12/12/2018	01	Dmv	Trailer Registration Fee	Y519899	\$ 924.00
122144	12/20/2018	12/20/2018	01	Dmv	Trailer Registration Fee	Y519899	\$ (924.00)
122145	12/12/2018	12/12/2018	01	Matt Mayo	Subregional Battery Reimbursement	113018	\$ 12.90
122146	12/12/2018	12/12/2018	01	Orkin	Hesperia Subregional Pest Control	182068925	\$ 422.00
122146	12/12/2018	12/12/2018	01	Orkin	Pest Control	178115088	\$ 390.61
122147	12/12/2018	12/12/2018	01	Scott Equipment, Inc	Late Charge	LATECH093018	\$ 44.42
122148	12/12/2018	12/12/2018	01	Sparkletts Drinking Water	Bottled Water	14877093 120918	\$ 1,212.83
122149	12/17/2018	12/17/2018	01	Doana Anthony	Retiree Health Benefit Allowance	ANTH121718	\$ 435.00
122150	12/17/2018	12/17/2018	01	Dan Sentman	Retiree Health Benefit Allowance	SENT121718	\$ 224.41
122151	12/19/2018	12/19/2018	07	Airgas Usa, Llc	Nitrogen 6 Pack	9082854555	\$ 213.37
122151	12/19/2018	12/19/2018	07	Airgas Usa, Llc	Nitrogen Rental	9958224306	\$ 40.35
122152	12/19/2018	12/19/2018	01	Apple Valley Transfer & Storage Dba Stredyourdocs.Com	Document Shredding Service	5124	\$ 45.00
122153	12/19/2018	12/19/2018	01	Atmospheric Analysis And Consulting, Inc	Analysis and Reporting	A-19117	\$ 1,890.00
122154	12/19/2018	12/19/2018	01	Crump & Co., Inc	Vacuum Relief Valve	14221	\$ 1,704.40
122155	12/19/2018	12/19/2018	01	Daily Press	Operator Position Advertising	1811-00004121	\$ 390.08
122156	12/19/2018	12/19/2018	01	Smart Care Equipment Solutions	Dishwasher Repair	95412469	\$ 200.20
122156	12/19/2018	12/19/2018	01	Smart Care Equipment Solutions	Lab Dishwasher	95412468	\$ 600.70
122157	12/19/2018	12/19/2018	01	Flyers Energy, Llc	Gasoline	CFS-1774346	\$ 1,300.19
122158	12/19/2018	12/19/2018	01	High Desert Lock & Safe	AV Subregional Locks and Latches	0000108073	\$ 2,270.21
122159	12/19/2018	12/19/2018	01	Mailfinance	Postage Lease	N7457391	\$ 269.61
122160	12/19/2018	12/19/2018	01	Prudential Overall Supply	Uniform Service	22713751	\$ 477.92
122160	12/19/2018	12/19/2018	01	Prudential Overall Supply	Uniform Service	22717343	\$ 477.92
122160	12/19/2018	12/19/2018	01	Prudential Overall Supply	Uniform Service	22720947	\$ 480.56
122161	12/19/2018	12/19/2018	01	Rotork Controls Inc.	IQT500 Resolver	CI17531	\$ 154.06
122161	12/19/2018	12/19/2018	01	Rotork Controls Inc.	Resolver Installation	RSI64148	\$ 1,317.20
122162	12/19/2018	12/19/2018	01	Scap	SCAP 18/19 Membership	12012018	\$ 1,686.00

Victor Valley Reclamation Authority  
Cash Disbursement Register  
From 12/1/18 through 12/31/18

Table with columns: Invoice Number, Date, Description, Vendor Name, Service/Item, Amount, and Balance. Includes sub-totals for 'Total Checks' and '220,388.55'.

**Victor Valley Reclamation Authority  
Cash Disbursement Register  
From 12/1/18 through 12/31/18**

121918UPS	12/21/2018	12/21/2018	01	Ups	Express Shipping	0000615V7V498	\$	82.44
121918UPS	12/21/2018	12/21/2018	01	Ups	Express Shipping	0000615V7V508	\$	253.93
18337183855762	12/3/2018	12/3/2018	01	Dell Inc.	Control Room SCADA PCs	12022018	\$	1,426.28
19062278-9	12/3/2018	12/3/2018	01	Lincoln Financial Group	Life and Disability Insurance	3763960852	\$	3,699.29
19062278-9	12/3/2018	12/3/2018	01	Lincoln Financial Group	Life and Disability Insurance	3763961861	\$	94.66
19062278-9	12/3/2018	12/3/2018	01	Lincoln Financial Group	Life and Disability Insurance	3780376426	\$	3,699.29
19062278-9	12/3/2018	12/3/2018	01	Lincoln Financial Group	Life and Disability Insurance	3780377251	\$	94.66
353431	12/20/2018	12/20/2018	01	Southern California Edison	Hesperia Subregional Electricity- Fresno	12122018	\$	154.72
353931	12/20/2018	12/20/2018	01	Southern California Edison	AV Subregional Electricity- Otoe	121318	\$	12,605.79
353931	12/20/2018	12/20/2018	01	Southern California Edison	Hesperia Subregional Electricity- Appaloosa	121218	\$	9,765.82
38212620	12/3/2018	12/3/2018	01	Hesperia Water District	Hesperia Subregional Water Usage	112618	\$	503.78
82380696863379	12/3/2018	12/3/2018	01	Southern California Edison	Electricity	11162018	\$	43,234.05
8397752893379	12/3/2018	12/3/2018	01	Southern California Edison	AV Subregional Electricity - Otoe	110918	\$	12,038.74
860955	12/20/2018	12/20/2018	01	Konica Minolta Business Solutions	Printer Lease	32770918	\$	318.33
							<b>Total ACH &amp; EFT's</b>	<b>452,909.73</b>

APPROVED

<b>Total Checks</b>	\$	<b>220,388.55</b>
<b>Total ACH and EFT</b>	\$	<b>452,909.73</b>
<b>Total Payroll - December 2018</b>	\$	<b>336,090.86</b>
<b>Total</b>	\$	<b>1,009,389.14</b>



**MINUTES OF A REGULAR MEETING  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY (VWVRA)**

**December 20, 2018**

**CALL TO ORDER:** Chair Jeff Rigney called the meeting to order at 8:01 am; in Conference Room D at Victorville City Hall, located at 14343 Civic Drive, Victorville California, with the following members present:

<b>ORO GRANDE (CSA 42) AND SPRING VALLEY LAKE (CSA 64) TOWN OF APPLE VALLEY CITY OF VICTORVILLE CITY OF HESPERIA</b>	<b>Jeff Rigney, Chair  Art Bishop, Vice-Chair Jim Cox, Secretary Larry Bird, Treasurer</b>
--	--

**VWVRA Staff and Legal Counsel:**

<b>Logan Olds, General Manager Kristi Casteel, Secretary to GM/Board Piero Dallarda, Legal Counsel (BB&amp;K) Chieko Keagy, Controller Alton Anderson, Construction Manager David Wylie, Safety &amp; Communications Officer</b>	<b>Xiewi Wang, Senior Accountant Robert Coromina, Director of Administration Brad Adams, Lead Operator Marcos Avila, Lead Mechanic Eugene Davis, O&amp;M Manager</b>
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**Others Present:**

<b>Keith Metzler, City of Victorville Jeffery Palmer, Fedak &amp; Brown Doug Robertson, Apple Valley</b>	<b>Debra Jones, City of Victorville George Harris, City of Victorville</b>
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**CLOSED SESSION**

**PUBLIC COMMENTS- CLOSED SESSION AGENDA**

Chair Rigney asked if there were any comments from the public regarding any item on the Closed Session Agenda. Hearing none, he called for a motion to enter into Closed Session.

Commissioner Bishop made a motion to enter into Closed Session. Seconded by Commissioner Cox.

**REGULAR SESSION**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Chair Rigney called the meeting to order at 9:02 am.

**VVWRA Regular Meeting Minutes  
Thursday December 20, 2018  
Page 2**

**REPORT FROM CLOSED SESSION**

Nothing to report

**PUBLIC COMMENTS- REGULAR SESSION AGENDA**

**ANNOUNCEMENTS AND CORRESPONDENCE:**

5. **Possible conflict of interest issues**
6. **Article- Grease Collection Cooperative In Tempe**
7. **Notice- State Water Resource Control Board Notice of Public Meeting**

**CONSENT CALENDAR:**

8. **Approve November 2018 Disbursement Registers**
9. **Approve Minutes from the November 15, 2018 Regular Meeting**
10. **Recommendation to Approve Employment Contract for Plant Superintendent**

Commissioner Bishop made a motion to table item 10 and approve items 8 and 9, seconded by Commissioner Bird and approved by roll call vote.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**REPORTS & PRESENTATIONS:**

11. **Presentation: Audit for Fiscal Year Ending 17-18 –**

Jeff Palmer gave a presentation on the Audit for Fiscal Year Ending 17-18

**ACTION & DISCUSSION ITEMS:**

12. **Resolution 2018- 18 Receive and File CAFR**

Commissioner Bishop made a motion to approve the recommendation, seconded by Commissioner Bird and approved by roll call.

**VVWRA Regular Meeting Minutes**  
**Thursday December 20, 2018**  
**Page 3**

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**13. Resolution 2018- 19 Receive and File AB1600**

Manager Olds stated that at the City of Victorville's request, in coordination with the other member agencies, staff prepared its first annual AB1600 report to be received and filed by the Board.

Commissioner Bishop made a motion to approve the recommendation, seconded by Commissioner Cox and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**14. Resolution 2018- 20 Amend the Procurement Policy**

Manager Olds stated that it has become an issue to acquire quotes associated with electrical work at the facility. After a discussion with legal counsel, it was suggested that VVWRA revise its Procurement Policy to reflect some elements of the Public Contract Code that would allow VVWRA to create a contract for multiple vendors to be able to come in and do the work that is needed by the process that is approved by the State. The element that ties into this is shown on item 16 of the agenda.

Commissioner Bird made a motion to approve the recommendation, seconded by Commissioner Bishop and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**15. Recommendation to Approve Addition of Tyler Payroll Module**

**VVWRA Regular Meeting Minutes****Thursday December 20, 2018****Page 4**

Manager Olds stated that about four months ago the Board approved a transition to a different payroll firm. While working with Tyler, Chieko found out that they have a payroll module that would cost less and more consistent with the changes the VVWRA is making with its accounting software.

Commissioner Bishop made a motion to approve the recommendation, seconded by Commissioner Cox and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**16. Recommendation to Approve Open Purchase Order to Perform Electrical Services**

Manager Olds stated that this item ties into item 14.

Commissioner Cox made a motion to approve the recommendation, seconded by Commissioner Bird and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**17. Recommendation to Approve Professional Services with Larry Walker for 2019 Regulatory Assistance**

Commissioner Bishop made a motion to approve the recommendation, seconded by Commissioner Bird and approved by roll call.

Chair Rigney: Yes

Commissioner Bird: Yes

Commissioner Bishop: Yes

Commissioner Cox: Yes

**STAFF/PROFESSIONAL SERVICES REPORTS:**

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- 18. Financial and Investment Report – November 2018**
- 19. Operations & Maintenance Report – November 2018**
- 20. Environmental Compliance Department Reports – November 2018**
- 21. Septage Receiving Facility Reports – November 2018**
- 22. Safety & Communications Report – November 2018**

**NEXT VVWRA BOARD MEETING:****Thursday, January 17, 2019 - Regular Meeting of the Board of Commissioners****FUTURE AGENDA ITEMS****Leave Policy****Flow Billing Percentages and Re-allocation****Electrical Contract Work****COMMISSIONER COMMENTS**

Chair Rigney requested a presentation on VVWRA's FOG Program at one of the future Board Meetings

**ADJOURNMENT****APPROVAL:**

**DATE:** December 20, 2018 **BY:** \_\_\_\_\_

Approved by VVWRA Board James Cox,  
Secretary VVWRA Board of Commissioners



**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**Report/Recommendation to the Board of Commissioners**

February 21, 2019

**FROM:** Brad Adams, Operations Lead *BA*

**TO:** Logan Olds, General Manager

**SUBJECT:** Hesperia WRP Seeding

**RECOMMENDATION**

It is recommended that the Board of Commissioners approve contracting Alpha Omega Plumbing and Septic, in an amount not exceed \$40,000.00, to transfer seed solids from the Regional facility to the Hesperia WRP.

**REVIEW BY OTHERS**

This recommendation was reviewed by Eugene Davis, Operations & Maintenance Manager, Marcos Avila, Lead Mechanic, and Chieko Keagy, Controller.

**BACKGROUND INFORMATION**

In order to bring the Hesperia facility online, return activated solids (RAS) needs to be brought over from our Regional facility. RAS contains the microbiology that treats the wastewater. In order to provide enough microbes to start the Hesperia plant it has been calculated that around 325,000 gallons of RAS needs to be introduced to the 500,000 gallon volume in Hesperia. This will provide us a strong, mature biology, at a concentration around 4,000mg/L. At this concentration we will be capable of producing recycled water through the MBR quickly. When transferring the microbiology from one location to another, transit time has to be kept to a minimum for the health of the microbes. We have choosen Alpha Omega for this job because they are a local company that has a tanker fleet large enough to handle the volume of RAS we need transported in the shortest amount of time.

**FINANCIAL IMPACT**

Finance Approval:

Fund		01 [ X ]	07 [ ]	09 [ ]
Account String	<i>example: 07-02-50-9000</i>	01-19-40-7120		
Project Code	<i>example: C005 for Desert Knoll Wash</i>	9999		
Budgeted Available before This Recommendation		\$60,078.00		
Budget Applied to This Staff Recommendation		\$40,000.00		
Budget Remaining (Over Budget)		\$20,078.00		

**RELATED IMPACTS**


- Reduced timeline for bringing the HWRP online.
- Providing a strong biology for treatment.
- Immediate production of recycled water.



## VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

### Report/Recommendation to the Board of Commissioners

February 21, 2019

**FROM:** Chieko Keagy, Controller 

**TO:** Logan Olds, General Manager

**SUBJECT:** Recommendation to Approve Resolution 2019-01: Adoption of the Budget Revision for the Year Ending June 30, 2019

### RECOMMENDATION

It is recommended that the Board of Commissioners approve Resolution 2019-01: Adoption of the Budget Revision for the year ending June 30, 2019.

### REVIEW BY OTHERS

The budget revision was reviewed by Piero Dallarda, Legal Counsel.

### BACKGROUND INFORMATION

The Board adopted the budget for the year ending June 30, 2019 on June 21, 2018. It is necessary to add unbudgeted revenues and expenses at the mid-year point. The staff presents this budget revision to the Board for its consideration for the year ending June 30, 2019.

The following "Proposed Budget Revision" describes the adopted budget, non-budgeted revenues, and non-budgeted expenses for the year ending June 30, 2019.

### FISCAL IMPACT

The proposed budget revision should lay guidelines for daily operations and capital improvement projects for the year ending June 30, 2019.

### RELATED IMPACTS

None noted.



**RESOLUTION 2019- 01**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY  
TO APPROVE AND ADOPT THE AMENDED FISCAL YEAR 2018-2019 BUDGET**

**WHEREAS**, the General Manager submitted to the Board of Commissioners (“Commission”) of the Victor Valley Wastewater Reclamation Authority (“VWVRA”) a proposed amended budget for the period July 1, 2018, through June 30, 2019, otherwise known as Fiscal Year 2018-2019, and said proposed amended budget provides details of the proposed revenues, expenditures, and appropriations for VWVRA during Fiscal Year 2018-2019 (“Budget”);

**WHEREAS**, the Commission has duly reviewed and considered the proposed Fiscal Year 2018-2019 Budget with respect to the projected revenues and the proposed expenditures, projects, programs, annual surcharge rate adjustments, and related items accordingly;

**WHEREAS**, the Commission provided public notice of and held a public hearing on February 21, 2019, on the proposed Amended Fiscal Year 2018-2019 Budget (“Public Hearing”);

**WHEREAS**, at the Public Hearing all public input on the Budget was received and considered by the Commission;

**NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The Amended Budget for Fiscal Year 2018-2019 for the Victor Valley Wastewater Reclamation Authority, a copy of which is attached hereto as Exhibit “A”, is hereby approved and adopted, and the amounts of the proposed expenditures are appropriated for the projects, programs, and expenditures specified therein and as currently proposed in the accompanying Capital Improvement Plan spreadsheets, which are subject to future revision by the Board, and;

**Section 2.** Execution of Resolution. The Chair of the Commission shall sign this Resolution, and the Secretary of the Commission shall certify that this Resolution was duly and properly adopted by the Commission.

**Section 3.** Within fifteen (15) days after the adoption of this resolution, the General Manager shall cause a copy of this resolution and the attached budget to be delivered to every member entity of VWVRA.

**ADOPTED AND APPROVED** this 21st day of February, 2019

\_\_\_\_\_  
Jeff Rigney, Chair  
VWRA Board of Commissioners

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Jim Cox, Secretary  
VWRA Board of Commissioners

\_\_\_\_\_  
Piero Dallarda of  
Best Best & Krieger LLP, Counsel VWRA

**CERTIFICATION:**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Commissioners held on February 21, 2019.

\_\_\_\_\_  
Kristi Casteel – Clerk of the Board

# EXHIBIT A

# Proposed Budget Revision

## FYE 06/30/19



<b>As Adopted:</b>	Adopted Budget Revenues	20,515,309
	Adopted Budget Expenses	(20,465,962)
	<b>Adopted Budget Surplus</b>	<b>49,347</b>

<b>Non-Budgeted Revenues:</b>	AV SRF loan for soft costs	1,179,964
	Hesperia loan for soft costs	1,697,541
		2,877,505

<b>Non-Budgeted Expenses:</b>	See below.	Ⓢ (725,829)
	<b>Budgeted Surplus as Revised</b>	<b>2,201,023</b>

FEMA & Cal-OES retention (budgeted but not likely to receive before 06/30/19) (3,852,409)

**Deficit if FEMA & Cal-OES retention is NOT received**

**(1,651,386)**

**Non-Budgeted Expense Items:**

Project	Description	Amount
Facilities Operations	Digesters and others	598,019
JPA Financial Planning	Interceptor capacity study	127,810
		<b>725,829</b> Ⓢ

**Victor Valley Wastewater Reclamation Authority**  
**Consolidated Budget Statement of All Functions - Proposed Revision**  
**Fiscal Year 2018-2019**

	2017 Actual \$3,274/MG	2017 Budget \$3,274/MG	2018 Actual as of 4/30/2018	2018 Projected to the Year End	2018 Budget \$3,503/MG	2019 Budget \$3,503/MG
<b>Operations &amp; Maintenance Fund Revenues</b>						
User Charges	\$ 12,549,674	\$ 12,768,600	\$ 9,302,637	\$ 11,163,165	\$ 13,661,700	\$ 13,661,700
Allocate Resource to Repairs and Replacements Fund	-	-	(247,500)	(247,500)	(247,500)	(2,841,236)
VVW/WTP Sludge	140,569	110,000	92,545	111,054	137,074	120,000
High Strength Waste Surcharges	29,585	20,000	15,561	18,673	25,000	20,000
ADM FOG Tipping Fee Revenue	234,160	-	257,549	309,059	205,000	200,000
Septage Receiving Facility Charges	649,362	500,000	511,586	613,903	609,000	550,000
Reclaimed Water Sales	30,870	60,000	13,999	16,799	44,000	25,000
Interest	128	-	815	978	-	-
Pretreatment Fees	52,282	45,000	46,700	56,040	51,200	50,000
Miscellaneous	25,676	1,100	9,250	11,100	1,250	1,200
Grant - Proposition 1	-	-	480,048	576,058	458,297	-
Grant - Water Recycling	-	-	260,092	312,110	246,466	-
	<u>\$ 13,712,306</u>	<u>\$ 13,504,700</u>	<u>\$ 10,743,282</u>	<u>\$ 12,941,439</u>	<u>\$ 15,191,487</u>	<u>\$ 11,786,664</u>
<b>Other Operating Financing Sources</b>						
SRF Loan Funding	\$ -	\$ -	\$ 2,178,283	\$ 3,037,733	\$ 1,684,303	\$ 1,755,278
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,178,283</u>	<u>\$ 3,037,733</u>	<u>\$ 1,684,303</u>	<u>\$ 1,755,278</u>
<b>Repairs and Replacements Fund Financing Sources</b>						
Transferred from Operations & Maintenance Fund	\$ -	\$ -	\$ 247,500	\$ 247,500	\$ 247,500	\$ 2,841,236
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 247,500</u>	<u>\$ 247,500</u>	<u>\$ 247,500</u>	<u>\$ 2,841,236</u>
<b>Capital Fund Revenues</b>						
Connection Fees	\$ 2,951,667	\$ 700,000	\$ 1,254,472	\$ 1,435,246	\$ 878,900	\$ 2,000,000
Interest	37,759	10,000	64,928	77,914	38,000	35,000
Grant - FEMA/Cal-OES	978,765	4,503,400	-	-	3,105,375	3,105,375
Grant - Water Recycling	1,808,434	1,267,000	166,288	199,546	157,577	-
Grant - Proposition 1	3,844,476	3,500,000	306,916	368,299	293,010	-
Grant - Proposition 84	-	-	-	-	-	-
Grant - Title 16	-	-	-	-	-	-
Grant - CEC Microgrid	135,881	-	318,727	382,472	-	-
	<u>\$ 9,756,982</u>	<u>\$ 9,980,400</u>	<u>\$ 2,111,331</u>	<u>\$ 2,463,477</u>	<u>\$ 4,472,862</u>	<u>\$ 5,140,375</u>
<b>Other Capital Financing Sources</b>						
SRF Loan Funding	\$ 34,683,136	\$ 44,750,140	\$ 1,392,672	\$ 1,794,885	\$ 593,349	\$ 1,122,227
	<u>\$ 34,683,136</u>	<u>\$ 44,750,140</u>	<u>\$ 1,392,672</u>	<u>\$ 1,794,885</u>	<u>\$ 593,349</u>	<u>\$ 1,122,227</u>
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 58,152,424</u>	<u>\$ 68,235,240</u>	<u>\$ 16,673,068</u>	<u>\$ 20,485,034</u>	<u>\$ 22,189,501</u>	<u>\$ 22,645,780</u>
<b>Operations and Maintenance Fund Expenses</b>						
Personnel and Benefits	\$ 4,080,926	\$ 4,967,711	\$ 3,055,944	\$ 3,667,134	\$ 4,086,603	\$ 4,080,784
Maintenance	1,349,023	1,833,784	1,540,592	1,848,710	2,919,360	2,413,284
Operations	2,432,028	3,190,930	2,203,408	2,644,090	3,066,985	3,213,072
Administration	2,816,124	2,057,832	1,465,996	1,759,194	2,270,884	2,437,359
Construction	119,582	-	4,336,283	4,391,921	2,389,065	99,791
	<u>\$ 10,797,683</u>	<u>\$ 12,050,257</u>	<u>\$ 12,602,223</u>	<u>\$ 14,311,049</u>	<u>\$ 14,732,897</u>	<u>\$ 12,244,290</u>
<b>Emergency Expenses</b>						
Maintenance	\$ -	\$ 67,000	\$ -	\$ -	\$ -	\$ -
Operations	-	83,000	-	-	-	-
FEMA Expenses	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Expected FEMA/Cal-OES Grants	-	(915,474)	-	-	(747,034)	(747,034)
	<u>\$ -</u>	<u>\$ (765,474)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (747,034)</u>	<u>\$ (747,034)</u>
<b>Repairs and Replacements Fund Expenses</b>						
Personnel and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	656,509	808,200	49,966	59,959	242,500	1,296,236
Operations	-	20,700	101,540	121,848	-	25,000
Administration	-	-	-	-	5,000	150,000
Construction	33,660	-	7,950	9,540	-	1,370,000
	<u>\$ 690,169</u>	<u>\$ 828,900</u>	<u>\$ 159,456</u>	<u>\$ 191,347</u>	<u>\$ 247,500</u>	<u>\$ 2,841,236</u>
<b>Capital Fund Expenses</b>						
Personnel and Benefits	\$ 354,863	\$ 400,477	\$ 302,236	\$ 362,683	\$ 416,716	\$ 378,554
Maintenance	3,541	-	-	-	40,000	-
Operations	12,068	171	-	-	170	170
Administration	29,205	-	(2,054)	(2,465)	140,000	-
Construction	59,311	48,111,352	2,311,540	2,347,111	2,482,435	430,000
	<u>\$ 458,988</u>	<u>\$ 48,512,000</u>	<u>\$ 2,611,722</u>	<u>\$ 2,707,329</u>	<u>\$ 3,079,321</u>	<u>\$ 808,724</u>
<b>Debt Services</b>						
SRF Principal	\$ 2,555,733	\$ 1,825,710	\$ 1,185,125	\$ 2,056,359	\$ 2,056,359	\$ 4,097,480
SRF Interest	528,814	564,205	175,691	570,419	570,419	1,200,061
	<u>\$ 3,084,547</u>	<u>\$ 2,389,915</u>	<u>\$ 1,360,816</u>	<u>\$ 2,626,778</u>	<u>\$ 2,626,778</u>	<u>\$ 5,297,541</u>
<b>Total Expenses and Debt Services</b>	<u>\$ 15,031,387</u>	<u>\$ 63,015,598</u>	<u>\$ 16,734,217</u>	<u>\$ 19,836,503</u>	<u>\$ 19,939,462</u>	<u>\$ 20,444,757</u>
<b>Total Agency Net Surplus or (Deficit)</b>	<u>\$ 43,121,037</u>	<u>\$ 5,219,642</u>	<u>\$ (61,149)</u>	<u>\$ 648,531</u>	<u>\$ 2,250,039</u>	<u>\$ 2,201,023</u>

Note: Please see Allocations of Personnel Expenses at page 36 and Projected Cash Allocation Per Fund at page 47.

**Victor Valley Wastewater Reclamation Authority**  
**Budget Statement Summary of Operations/Maintenance Fund - Proposed Revision**  
**Fiscal Year 2018-2019**

	2017 Actual \$3,274/MG	2017 Budget \$3,274/MG	2018 Actual as of 4/30/2018	2018 Projected to the Year End	2018 Budget \$3,503/MG	2019 Budget \$3,503/MG
<b>Revenues</b>						
User Charges	\$ 12,549,674	\$ 12,768,600	\$ 9,302,637	\$ 11,163,165	\$ 13,661,700	\$ 13,661,700
Allocate Resource to Repairs and Replacements Fund	-	-	(247,500)	(247,500)	(247,500)	(2,841,236)
VVIWWTP Sludge	140,569	110,000	92,545	111,054	137,074	120,000
High Strength Waste Surcharges	29,585	20,000	15,561	18,673	25,000	20,000
ADM FOG Tipping Fee Revenue	234,160	-	257,549	309,059	205,000	200,000
Septage Receiving Facility Charges	649,362	500,000	511,586	613,903	609,000	550,000
Reclaimed Water Sales	30,870	60,000	13,999	16,799	44,000	25,000
Interest	128	-	815	978	-	-
Pretreatment Fees	52,282	45,000	46,700	56,040	51,200	50,000
Miscellaneous	25,676	1,100	9,250	11,100	1,250	1,200
Grant - Proposition 1	-	-	480,048	576,058	458,297	-
Grant - Water Recycling	-	-	260,092	312,110	246,466	-
	<b>\$ 13,712,306</b>	<b>\$ 13,504,700</b>	<b>\$ 10,743,282</b>	<b>\$ 12,941,439</b>	<b>\$ 15,191,487</b>	<b>\$ 11,786,664</b>
<b>Other Financing Sources</b>						
SRF Loan Funding	\$ -	\$ -	\$ 2,178,283	\$ 3,037,733	\$ 1,684,303	\$ 1,755,278
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,178,283</b>	<b>\$ 3,037,733</b>	<b>\$ 1,684,303</b>	<b>\$ 1,755,278</b>
<b>Total Operating Revenues and Other Financing Sources</b>	<b>\$ 13,712,306</b>	<b>\$ 13,504,700</b>	<b>\$ 12,921,565</b>	<b>\$ 15,979,172</b>	<b>\$ 16,875,790</b>	<b>\$ 13,541,942</b>
<b>Expenses</b>						
Personnel and Benefits	\$ 4,080,926	\$ 4,967,711	\$ 3,055,944	\$ 3,667,134	\$ 4,086,603	\$ 4,080,784
Maintenance	1,349,023	1,833,784	1,540,592	1,848,710	2,919,360	2,413,284
Operations	2,432,028	3,190,930	2,203,408	2,644,090	3,066,985	3,213,072
Administration	2,816,124	2,057,832	1,465,996	1,759,194	2,270,884	2,437,359
Construction	119,582	-	4,336,283	4,391,921	2,389,065	99,791
	<b>\$ 10,797,683</b>	<b>\$ 12,050,257</b>	<b>\$ 12,602,223</b>	<b>\$ 14,311,049</b>	<b>\$ 14,732,897</b>	<b>\$ 12,244,290</b>
<b>Emergency Expenses</b>						
Maintenance	\$ -	\$ 67,000	\$ -	\$ -	\$ -	\$ -
Operations	-	83,000	-	-	-	-
FEMA OPERATING EXPENSES	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -
Expected FEMA/Cal-OES Grants	-	(915,474)	-	-	(747,034)	(747,034)
	<b>\$ -</b>	<b>\$ (765,474)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (747,034)</b>	<b>\$ (747,034)</b>
<b>Debt Services</b>						
SRF Principal	\$ 1,427,774	\$ 697,751	\$ 204,050	\$ 857,475	\$ 857,475	\$ 2,094,805
SRF Interest	308,197	343,588	65,092	361,138	361,138	762,842
	<b>\$ 1,735,971</b>	<b>\$ 1,041,339</b>	<b>\$ 269,142</b>	<b>\$ 1,218,613</b>	<b>\$ 1,218,613</b>	<b>\$ 2,857,647</b>
<b>Total Operations &amp; Maintenance Expenses with Debt Services</b>	<b>\$ 12,533,654</b>	<b>\$ 12,326,122</b>	<b>\$ 12,871,365</b>	<b>\$ 15,529,662</b>	<b>\$ 15,204,476</b>	<b>\$ 14,354,903</b>
<b>Operations &amp; Maintenance Net Surplus or (Deficit)</b>	<b>\$ 1,178,652</b>	<b>\$ 1,178,578</b>	<b>\$ 50,200</b>	<b>\$ 449,510</b>	<b>\$ 1,671,314</b>	<b>\$ (812,961)</b>

Ⓢ Please see detailed expense information at page 31.

**Victor Valley Wastewater Reclamation Authority  
Budget Statement Summary of Repair/Replacement Fund - Proposed Revision  
Fiscal Year 2018-2019**

	2017 Actual \$3,274/MG	2017 Budget \$3,274/MG	2018 Actual as of 4/30/2018	2018 Projected to the Year End	2018 Budget \$3,503/MG	2019 Budget \$3,503/MG
<b>Repairs and Replacements Financing Sources</b>						
Transferred from Operations & Maintenance Fund	\$ -	\$ -	\$ 247,500	\$ 247,500	\$ 247,500	\$ 2,841,236
	\$ -	\$ -	\$ 247,500	\$ 247,500	\$ 247,500	\$ 2,841,236
<b>Expenses ①</b>						
Personnel and Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance	656,509	808,200	49,966	59,959	242,500	1,296,236
Operations	-	20,700	101,540	121,848	-	25,000
Administration	-	-	-	-	5,000	150,000
Construction	33,660	-	7,950	9,540	-	1,370,000
	\$ 690,169	\$ 828,900	\$ 159,456	\$ 191,347	\$ 247,500	\$ 2,841,236
<b>Emergency Expenses</b>						
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations	-	-	-	-	-	-
FEMA OPERATING EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expected FEMA/Cal-EMA Grants	-	-	-	-	-	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Debt Services</b>						
SRF Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SRF Interest	-	-	-	-	-	-
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Repairs and Replacements Expenses with Debt Services</b>	\$ 690,169	\$ 828,900	\$ 159,456	\$ 191,347	\$ 247,500	\$ 2,841,236
<b>Repairs and Replacements Net Surplus or (Deficit)</b>	\$ (690,169)	\$ (828,900)	\$ 88,044	\$ 56,153	\$ -	\$ -

**Victor Valley Wastewater Reclamation Authority**  
**Budget Statement Summary of Capital Fund - Proposed Revision**  
**Fiscal Year 2018-2019**

	2017 Actual \$4,000/EDU <sup>Ⓛ</sup>	2017 Budget \$4,000/EDU <sup>Ⓛ</sup>	2018 Actual as of 4/30/2018	2018 Projected to the Year End	2018 Budget \$4,000/EDU <sup>Ⓛ</sup>	2019 Budget \$4,000/EDU <sup>Ⓛ</sup>
<b>Revenues</b>						
Connection Fees	\$ 2,951,667	\$ 700,000	\$ 1,254,472	\$ 1,435,246	\$ 878,900	\$ 2,000,000
Interest	37,759	10,000	64,928	77,914	38,000	35,000
Grant - FEMA/Cal-EMA	978,765	4,503,400	-	-	3,105,375	3,105,375
Grant - Water Recycling	1,808,434	1,267,000	166,288	199,546	157,577	-
Grant - Proposition 1	3,844,476	3,500,000	306,916	368,299	293,010	-
Grant - Proposition 84	-	-	-	-	-	-
Grant - Title 16	-	-	-	-	-	-
Grant - CEC Microgrid	135,881	-	318,727	382,472	-	-
	<u>\$ 9,756,982</u>	<u>\$ 9,980,400</u>	<u>\$ 2,111,331</u>	<u>\$ 2,463,477</u>	<u>\$ 4,472,862</u>	<u>\$ 5,140,375</u>
<b>Other Financing Sources</b>						
SRF Loan Funding	\$ 34,683,136	\$ 44,750,140	\$ 1,392,672	\$ 1,794,885	\$ 593,349	\$ 1,122,227
	<u>\$ 34,683,136</u>	<u>\$ 44,750,140</u>	<u>\$ 1,392,672</u>	<u>\$ 1,794,885</u>	<u>\$ 593,349</u>	<u>\$ 1,122,227</u>
<b>Total Capital Revenues and Other Financing Sources</b>	<u>\$ 44,440,118</u>	<u>\$ 54,730,540</u>	<u>\$ 3,504,003</u>	<u>\$ 4,258,362</u>	<u>\$ 5,066,211</u>	<u>\$ 6,262,602</u>
<b>Expenses</b>						
Personnel and Benefits	\$ 354,863	\$ 400,477	\$ 302,236	\$ 362,683	\$ 416,716	\$ 378,554
Maintenance	3,541	-	-	-	40,000	-
Operations	12,068	171	-	-	170	170
Administration	29,205	-	(2,054)	(2,465)	140,000	-
Construction	59,311	48,111,352	2,311,540	2,347,111	2,482,435	430,000 <sup>Ⓛ</sup>
	<u>\$ 458,988</u>	<u>\$ 48,512,000</u>	<u>\$ 2,611,722</u>	<u>\$ 2,707,329</u>	<u>\$ 3,079,321</u>	<u>\$ 808,724</u>
<b>Debt Services</b>						
SRF Principal	\$ 1,127,959	\$ 1,127,959	\$ 981,075	\$ 1,198,884	\$ 1,198,884	\$ 2,002,675
SRF Interest	220,617	220,617	110,599	209,281	209,281	437,219
	<u>\$ 1,348,576</u>	<u>\$ 1,348,576</u>	<u>\$ 1,091,674</u>	<u>\$ 1,408,165</u>	<u>\$ 1,408,165</u>	<u>\$ 2,439,894</u>
<b>Total Capital Expenses with Debt Services</b>	<u>\$ 1,807,564</u>	<u>\$ 49,860,576</u>	<u>\$ 3,703,396</u>	<u>\$ 4,115,494</u>	<u>\$ 4,487,486</u>	<u>\$ 3,248,618</u>
<b>Capital Net Surplus or (Deficit)</b>	<u>\$ 42,632,554</u>	<u>\$ 4,869,964</u>	<u>\$ (199,393)</u>	<u>\$ 142,868</u>	<u>\$ 578,725</u>	<u>\$ 3,013,984</u>

<sup>Ⓛ</sup> EDU = Equivalent Dwelling Unit (245 gallons/day or 20 fixture units)

<u>Capital Projects</u>	<u>FY 2019 O&amp;M Fund</u>	<u>FY 2019 Capital Fund</u>
Stormwater Pump Station	-	340,000
Miscellaneous Projects	-	90,000
<b>Construction Total</b>	<u>-</u>	<u>430,000</u> <sup>Ⓛ</sup>





**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**Report/Recommendation to the Board of Commissioners**

21 February 2019

**FROM:** Logan Olds, General Manager *LO*  
**TO:** Board of Commissioners  
**SUBJECT:** Raftelis Proposal for Wastewater Rate Study and Connection Fee Update:  
Additional Services

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the General Manager to increase the existing professional service agreement with Raftelis in an amount not to exceed \$29,084.00, twenty-nine thousand, and eighty-four dollars.

**REVIEW BY OTHERS**

This recommendation was reviewed by Piero Dallarda, Legal Counsel and Chieko Keagy, Controller.

**BACKGROUND INFORMATION**

Raftelis professional services were retained in September of 2017 to perform an analysis of VVWRA's finances and to develop a model that would enable staff and the Member Entities to develop user fee scenarios and connection fees. The JPA negotiations proceeded to the point in July of 2018 to begin utilizing their professional services. The results of Phase I have been presented to the Finance Committee for evaluation on 7 November 2018 and Phase II in January of 2019.

The review process is going well however several additional rate scenarios as well as additional meetings have led to the need to increase the budget. The attached proposal is intended to complete the Financial Plan and Rate Study.

**FINANCIAL IMPACT**

The total contract value with Raftelis would now be \$83,582, which would be \$33,582.00 over budget.

Finance Approval:

Fund		01 [ X ]	07 [ ]	09 [ ]
Account String	<i>example: 07-02-50-9000</i>	01-03-510-9130		
Project Code	<i>example: C005 for Desert Knoll Wash</i>			
Budgeted Available before This Recommendation		\$(4,498)		
Budget Applied to This Staff Recommendation		\$29,084		
Budget Remaining (Over Budget)		\$(33,582)		



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Suite 2270  
Los Angeles, CA 90071

Phone 213 262 9300  
Fax 213 262 9303

[www.raftelis.com](http://www.raftelis.com)

January 15, 2019

Mr. Logan Olds  
General Manager  
Victor Valley Wastewater Reclamation Authority  
20111 Shay Rd.  
Victorville, CA 92394

**Subject:** Proposal for Wastewater Rate Study and Connection Fee Update Additional Services

Dear Mr. Olds:

Raftelis Financial Consultants, Inc. (Raftelis) is pleased to submit this proposal to provide additional services for the Victor Valley Wastewater Reclamation Authority (Authority) related to the ongoing Wastewater Rate Study and Connection Fee Update (Study). It has been a pleasure working with the Authority over the course of the Study thus far, and Raftelis looks forward to continuing to work with Authority staff on this important effort.

*Scope of Services*

---

**TASK 1 – ONSITE FINANCE COMMITTEE MEETING**

Raftelis will attend and present at one onsite meeting with the Authority’s Finance Committee in late January 2019 (exact date TBD). Raftelis will develop and provide presentation materials in Microsoft PowerPoint format prior to the meeting. A primary goal of the meeting will be to present the updated financial plan and proposed user charges to the Finance Committee in order to provide an opportunity for the Committee to provide feedback and direction.

**Meetings:** One (1) onsite meeting with the Authority’s Finance Committee  
**Deliverables:** Presentation materials in Microsoft PowerPoint

**TASK 2 – ONSITE BOARD MEETINGS**

Raftelis will attend up to three onsite meetings with the Authority’s Board of Commissioners. On February 21, 2019 Raftelis will present the results of the Study at an onsite meeting with the Board of Commissioners. Raftelis will prepare presentation materials in Microsoft PowerPoint in advance of this February Board Meeting. Additionally, Raftelis may be asked to attend, provide support, and/or present at two Board Meetings expected to occur in March 2019 and April 2019.

**Meetings:** Up to three (3) onsite meetings with the Board of Commissioners  
**Deliverables:** Presentation materials in Microsoft PowerPoint

**Scope of Services for Wastewater Rate Study and Connection Fee Update Additional Services**  
*Victor Valley Wastewater Reclamation Authority*

**TASK 3 –REPORT PREPARATION**

Raftelis will develop a draft report that clearly describes the financial plan development, user charge development, and connection fee update. The methodology used to determine the proposed user charges and connection fees will be clearly outlined in detail. The report will document major findings and decisions reached during previous meetings with Authority staff. Raftelis will incorporate any comments or feedback from Authority staff into a finalized report.

**Meetings/Workshops:** None

**Deliverables:** Draft and Final Report in Microsoft Word

***Fees and Hours***

Raftelis proposes to complete the scope of work outlined above on a time-and-materials basis with a not-to-exceed cost of \$29,084. The following work plan provides a breakdown of the estimated level of effort required for completing each task described and the hourly billing rates for the personnel scheduled to complete the project.

**VWRA - Wastewater Rate Study and Connection Fee Update Additional Services**

Tasks	Webinars	On-Site Meetings	Hours		Total	Total Fees & Expenses
			PM	SC		
<b>1. ONSITE FINANCE COMMITTEE MEETING</b>	0	1	10	16	26	<b>\$6,116</b>
<b>2. ONSITE BOARD MEETINGS</b>	0	3	30	30	60	<b>\$15,018</b>
<b>3. REPORT PREPARATION</b>	0	0	8	30	38	<b>\$7,950</b>
<b>Total Estimated Meetings / Hours</b>	<b>0</b>	<b>4</b>	<b>48</b>	<b>76</b>	<b>124</b>	
<b>Hourly Billing Rate</b>			<b>\$290</b>	<b>\$175</b>		
<b>Total Professional Fees</b>			<b>\$13,920</b>	<b>\$13,300</b>	<b>\$27,220</b>	
						<b>Total Fees \$27,220</b>
						<b>Total Expenses \$1,864</b>
						<b>Total Fees &amp; Expenses \$29,084</b>

PM - Project Manager (Sanjay Gaur)  
 SC - Staff Consultant (Charles Diamond)

**Scope of Services for Wastewater Rate Study and Connection Fee Update Additional Services**  
*Victor Valley Wastewater Reclamation Authority*

We appreciate the opportunity to submit this proposal and look forward to assisting the Authority on this project. Please contact me at (213) 262-9304 regarding any questions.

This letter proposal may be used to form an agreement by signing and sending a copy for our records.

Respectfully submitted,  
RAFTELIS FINANCIAL CONSULTANTS, INC.

Accepted by:  
VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY

By:  \_\_\_\_\_

Sanjay Gaur  
Vice President

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**Report/Recommendation to the Board of Commissioners**

21 February 2019

**FROM:** Logan Olds, General Manager *LO*  
**TO:** Board of Commissioners  
**SUBJECT:** Mojave Desert and Mountain Recycling JPA Request for Anaerobic Digestion Capacity

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the General Manager to negotiate a draft contract for subsequent Board approval to allow the Mojave Desert and Mountain Recycling JPA access to excess capacity in VVWRA's anaerobic digesters.

**REVIEW BY OTHERS**

This recommendation was reviewed by Piero Dallarda, Legal Counsel.

**BACKGROUND INFORMATION**

Several legislative actions have occurred in California to reuse organic waste for the purpose of reducing greenhouse gas emissions, producing renewable power and diverting organics from landfills. The logical solution to these goals is the increased utilization of anaerobic digesters (AD) at wastewater treatment plants. AD are designed to process organic waste and the process of codigestion is a long-established practice in the industry. Codigestion refers to the practice of comingling organic wastes from wastewater treatment with organic wastes from the food processing and solid waste industries. VVWRA has been codigesting since 2014 and was the first in the nation to test food waste codigestion at full scale in partnership with Waste Management between 2009 and 2011.

Regulatorily VVWRA is required to maintain fifteen days of detention time to meet EPA 503 regulations for Class A exceptional quality biosolids. However, to ensure that there are fifteen days onsite capacity can be significantly greater than 15 days. Currently two AD units are in operation totaling two million gallons. VVWRA offers the excess capacity to food waste and fats, oils and grease haulers. In this manner the Authority collects additional fees that are then used to offset the cost of operations and maintenance of the solids side of the wastewater treatment plant. After expenses VVWRA receives approximately \$250,000 annually which is used to offset Repair and Replacement expenses associated with solids handling. These funds are obtained without having to pass on the expense to the rate base of the JPA Member Entities.

In 2018 staff learned that the domes to AD units four and five had small leaks in them. Also, AD units four and five are ten years old. It is customary to drain and inspect AD units once every ten years. Therefore, staff has begun to place three additional unused AD units totaling just under

one million gallons back in to operation. The goal will be to transfer the volume from AD units four and five in to AD units one through three so that we may inspect and perform repairs on AD units four and five. Once this process has been completed VVWRA will have an additional one million gallons of AD capacity that is not currently required to meet regulatory needs in AD units one through three. Therefore, rather than allow AD units one through three to remain idle and fall in to disrepair due to disuse, staff would like to allocate the additional capacity to other public and private companies. This is the same practice currently occurring in AD units four and five. The additional AD capacity would earn additional revenue to offset the cost of their operations and maintenance.

VVWRA’s AD codigestion program has been very successful and the Authority routinely turns away clients wishing to dispose of their food waste in AD units four and five. Due to the high level of interest several companies have expressed desire in accessing VVWRA’s additional capacity in AD units one through three once they come online. Currently VVWRA cannot receive any additional food waste loads and it is on a first come first serve basis with our existing clients receiving first access.

The Mojave Desert Mountain Recycling JPA has expressed an interest in potentially utilizing the excess capacity in AD units one through three. It is likely that they would not need to bring material for several years. However, since they represent local interests, including two Member Entities, staff believes that they should be given a higher level of access right. To accomplish this staff is recommending that the two organizations negotiate an agreement defining their access right. One issue is paramount, that as the VVWRA JPA Member Entities grow that the solids from domestic waste have first right to capacity in all of the AD units. VVWRA’s first responsibility is to treat the wastewater from the Member Entities. However, until that need occurs the Authority can monetize the excess capacity to offset the operations and maintenance expense of the AD units.

**FINANCIAL IMPACT**

None at this time.

Finance Approval:
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Fund		01 [ ]	07 [ ]	09 [ ]
Account String	<i>example: 07-02-50-9000</i>			
Project Code	<i>example: C005 for Desert Knoll Wash</i>			
Budgeted Available before This Recommendation		\$		
Budget Applied to This Staff Recommendation		\$		
Budget Remaining (Over Budget)		\$		

**RELATED IMPACTS**

The potential to generate additional revenue to offset operations and maintenance cost for AD units one through three. It may also be possible to monetize the biogas generated by creating renewable natural gas which is eligible for California low carbon fuel standard credits and Federal EPA Renewable Identification Number credits.

**MOJAVE DESERT AND MOUNTAIN RECYLING  
JOINT POWERS AUTHORITY**

REGULAR MEETING  
THURSDAY, FEBRUARY 14, 2018  
10:00 A.M.

Victor Valley Materials Recovery Facility  
17000 Abbey Lane  
Victorville, CA 92394

CALL TO ORDER AND ROLL CALL
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PLEDGE
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CONSENT CALENDAR
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**1. Request to Approve the Consent Calendar as follows:**

- A. Minutes of the Board Meeting held November 8, 2018.
- B. Minutes of the Technical Committee Meeting held January 10, 2019.
- C. Warrant Ratification for November 1, 2018 – January 31, 2019.
- D. Treasurer's Report.
- E. Volunteer Reports.
- F. WeTip Annual Report.

Recommendation: Approve consent calendar.

PUBLIC HEARING ITEMS
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None

DISCUSSION/ACTION ITEMS
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**2. Anaerobic Digestion Background.**

Recommendation: Background and discussion.

**3. Anaerobic Digestion: Victor Valley Wastewater Authority and Anaergia.**

Recommendation: Approve letter requesting that VVWRA initiate discussions to reserve digester capacity for acceptable organic materials delivered from Recycling Authority member agencies.

**4. D & B Visions Scope of Work.**

Recommendation: Approve the revised Scope of Work to D & B Visions agreement.

**5. Propane Cylinders Grant: California Product Stewardship Council.**

Recommendation: Approve Resolution 2019-1.

**6. California Resources Recovery Association: JPA Board Meeting and Sponsorship.**

Recommendation: Increase CRRA sponsorship to \$10,000; schedule JPA Board Meeting at conference.

**7. Edible Food Rescue.**

Recommendation: Update on High Desert Food Collaborative.

**8. Mid-Year Budget Update.**

Recommendation: Budget update and discussion

**9. SB 1383 Regulations.**

Recommendation: Update and discussion on SB 1383 regulations.

**PUBLIC COMMENTS**

**10. Public comment on items of interest to the public.**

**BOARD MEMBERS COMMENTS**

**11. Comments by members of the Board of Directors.**

**DATE OF NEXT MEETING**

**MAY 9, 2019**

**ADJOURNMENT**



**MOJAVE DESERT AND MOUNTAIN INTEGRATED WASTE  
JOINT POWERS AUTHORITY**

**AGENDA MATTER**

Anaerobic Digestion Background

**SUMMARY STATEMENT**

Anaerobic digestion (AD) breaks down organic material in an oxygen free environment, accelerating methane generation that is captured to produce direct energy or converted to pipeline quality natural gas equivalent. Undigested material may be composted. Anaerobic digestion is a well-established technology with 156 California wastewater treatment facilities using anaerobic digestion, and most using the biogas to produce electricity. Two California anaerobic digesters inject purified and upgraded biogas into natural gas pipelines, and about half a dozen more that are producing transportation fuel onsite directly fueling trucks.

Anaerobic digesters are more expensive to construct than compost facilities but include additional fixed and long term revenue streams. Finished compost sales revenues now comprise a small percentage of compost facility costs so they are primarily dependent on tip fees. AD facilities can offset natural gas fuel costs for solid waste collection vehicles, and generate additional revenue through Federal Renewal Identification Number (RIN) credits and California's Low Carbon Fuel Standard (LCFS) credits. The credit values vary with market supply and demand. AD facilities may enter into long term (20 year) electricity or renewable natural gas offtake agreements to reduce tip fees and provide rate stability.

The American Biogas Council explains anaerobic digestion as a series of biological processes in which microorganisms break down biodegradable material in the absence of oxygen. One of the end products is biogas, which is combusted to generate electricity and heat, or can be processed into renewable natural gas and transportation fuels. Anaerobic digestion technologies convert livestock manure, municipal wastewater solids, food waste, high strength industrial wastewater and residuals, fats, oils and grease (FOG), and various other organic waste streams into biogas, 24 hours a day, 7 days a week. Separated digested solids can be composted, utilized for dairy bedding, directly applied to cropland or converted into other products. Nutrients in the liquid stream are used in agriculture as fertilizer.

Wastewater treatment plants employ anaerobic digesters to break down sewage sludge and eliminate pathogens in wastewater. Municipal solid waste (MSW) anaerobic digestion treats putrescible organic materials, especially food and green waste, in an engineered and highly controlled process to capture methane as biogas. Presorting is necessary to prevent clogging of the pumps and to reduce the amount of reactor volume occupied by inert material. Even source-separated waste inevitably contains metal and plastic contaminants and must be presorted. Anaerobic digestion systems for MSW include both wet and dry feedstocks.

Captured biogas is piped from the digester, either directly to a gas use device or to a gas treatment system (e.g. for moisture or hydrogen sulfide removal). The biogas may be used directly to produce energy. Captured biogas can also be further upgraded by removing carbon dioxide, nitrogen oxygen and trace levels of reduced sulfur compounds and volatile organic compounds in order to meet the high purity and BTU requirements for pipeline injection or compressed biomethane vehicle fuel.

**RECOMMENDED ACTION**

Background and discussion.

<b>PRESENTED BY</b>	<b>FISCAL IMPACT:</b>	<b>MEETING DATE</b>	<b>ITEM NUMBER</b>
John Davis		February 14, 2019	2

**MOJAVE DESERT AND MOUNTAIN INTEGRATED WASTE  
JOINT POWERS AUTHORITY**

**AGENDA MATTER**

Anaerobic Digestion: Victor Valley Wastewater Authority and Anaergia

**SUMMARY STATEMENT**

Burrtec received Lahontan Regional Waste Quality Control Board approval to construct and operate a covered aerated static pile composting facility in September 2018 after 3.5 years of review. That delay resulted in project capital costs increasing to over \$8 million, essential doubling the initial estimated cost. Even with CalRecycle's \$2.5 million approved grant partially offsetting costs, projected tip fees are far higher than anticipated. Consequently other options are on the table. Burrtec has requested a time extension from CalRecycle, but that extension may not extend beyond June 30, 2019.

Victor Valley Wastewater Reclamation Authority (VWVRA) is finalizing negotiations with Anaergia, a leading anaerobic digestion firm, which responded to a 2016 Request for Proposals to utilize excess digester capacity at its Shay Road operation. VWVRA is looking to upgrade unused existing digesters to meet Federal requirements for reserve capacity. That reserve capacity may be used for organic solid waste digestion. VWVRA is now digesting postindustrial organic (primarily food processor) waste.

The JPA Administrator and Victorville and Apple Valley staff held a series of meetings with VWVRA, Burrtec and Anaergia to explore utilizing VWVRA digesters in concert with Anaergia's processing system to deliver acceptable digester material. Burrtec's current compost facility permits include a processing line for source separated commercial material.

Anaergia has developed a processing system, the OREX, to extrude desired organic materials separated from undesirable contaminants. That system can be complemented by a processing line to remove oversized and non-organic materials in advance of the extruder. That processing could remove contamination from non-source separated loads thereby recycling residential organic material without necessitating additional collection routes. Some of the non-organic material could be recovered as MRF recycling. The processing line would also provide construction and demolition (C&D) recycling included in Burrtec's expansion permits. Both residential organics and C&D processing are needed to comply with SB 1383 requirements.

In order to proceed exploring the possibility, the JPA should request that VWVRA initiate discussions to reserve digester capacity for acceptable organic materials delivered from Recycling Authority member agencies. A letter is attached for Board concurrence.

**RECOMMENDED ACTION**

Approve letter requesting that VWVRA initiate discussions to reserve digester capacity for acceptable organic materials delivered from Recycling Authority member agencies.

<b>PRESENTED BY</b>	<b>FISCAL IMPACT:</b>	<b>MEETING DATE</b>	<b>ITEM NUMBER</b>
John Davis	Unknown	February 14, 2019	3

Logan Olds  
VVWRA

The Mojave Desert and Mountain Recycling Authority hereby requests that Victor Valley Wastewater Reclamation Authority initiate discussions to reserve digester capacity for acceptable organic materials delivered from Recycling Authority member agencies.

The Recycling Authority Board approved this request at its February 14, 2019 meeting. Please let me know we should proceed.

JD



**VICTOR VALLEY WASTEWATER RECLAMATION AUTHORITY**  
**Report/Recommendation to the Board of Commissioners**

21 February 2019

**FROM:** Logan Olds, General Manager *LO*  
**TO:** Board of Commissioners  
**SUBJECT:** Finley Industrial Services Request for Anaerobic Digestion Capacity

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the General Manager to negotiate a draft contract for subsequent Board approval to allow Finley Industrial Services access to excess capacity in VVWRA's anaerobic digesters.

**REVIEW BY OTHERS**

This recommendation was reviewed by Piero Dallarda, Legal Counsel.

**BACKGROUND INFORMATION**

Several legislative actions have occurred in California to reuse organic waste for the purpose of reducing greenhouse gas emissions, producing renewable power and diverting organics from landfills. The logical solution to these goals is the increased utilization of anaerobic digesters (AD) at wastewater treatment plants. AD are designed to process organic waste and the process of codigestion is a long-established practice in the industry. Codigestion refers to the practice of comingling organic wastes from wastewater treatment with organic wastes from the food processing and solid waste industries. VVWRA has been codigesting since 2014 and was the first in the nation to test food waste codigestion at full scale in partnership with Waste Management between 2009 and 2011.

Regulatorily VVWRA is required to maintain fifteen days of detention time to meet EPA 503 regulations for Class A exceptional quality biosolids. However, to ensure that there are fifteen days onsite capacity can be significantly greater than 15 days. Currently two AD units are in operation totaling two million gallons. VVWRA offers the excess capacity to food waste and fats, oils and grease haulers. In this manner the Authority collects additional fees that are then used to offset the cost of operations and maintenance of the solids side of the wastewater treatment plant. After expenses VVWRA receives approximately \$250,000 annually which is used to offset Repair and Replacement expenses associated with solids handling. These funds are obtained without having to pass on the expense to the rate base of the JPA Member Entities.

In 2018 staff learned that the domes to AD units four and five had small leaks in them. Also, AD units four and five are ten years old. It is customary to drain and inspect AD units once every ten years. Therefore, staff has begun to place three additional unused AD units totaling just under one million gallons back in to operation. The goal will be to transfer the volume from AD units

four and five in to AD units one through three so that we may inspect and perform repairs on AD units four and five. Once this process has been completed VVWRA will have an additional one million gallons of AD capacity that is not currently required to meet regulatory needs in AD units one through three. Therefore, rather than allow AD units one through three to remain idle and fall in to disrepair due to disuse, staff would like to allocate the additional capacity to other public and private companies. This is the same practice currently occurring in AD units four and five. The additional AD capacity would earn additional revenue to offset the cost of their operations and maintenance.

VVWRA's AD codigestion program has been very successful and the Authority routinely turns away clients wishing to dispose of their food waste in AD units four and five. Due to the high level of interest several companies have expressed desire in accessing VVWRA's additional capacity in AD units one through three once they come online. Currently VVWRA cannot receive any additional food waste loads and it is on a first come first serve basis with our existing clients receiving first access.

Finley Industrial Services (FIS) has expressed an interest in potentially utilizing the excess capacity in AD units one through three. FIS is interested in utilizing the excess capacity in AD units one through three as soon as VVWRA staff has completed their inspections and repairs to AD units four and five. FIS is also interested in establishing a fixed contract with VVWRA to provide long term stability for the Authorities production of renewable natural gas. The existing haulers have thus far resisted a contractual arrangement that provides stability and certainty to VVWRA. To date it has not been an issue since the existing haulers have more material than VVWRA can process. However, staff would prefer a contract hauler that will ensure the stability of our waste to energy program.

To accomplish this staff is recommending that the two organizations negotiate an agreement defining their access right. One issue is paramount, that as the VVWRA JPA Member Entities grow that the solids from domestic waste have first right to capacity in all of the AD units. VVWRA's first responsibility is to treat the wastewater from the Member Entities. However, until that need occurs the Authority can monetize the excess capacity to offset the operations and maintenance expense of the AD units.

### **FINANCIAL IMPACT**

None at this time.

### **RELATED IMPACTS**

The potential to generate additional revenue to offset operations and maintenance cost for AD units one through three. It may also be possible to monetize the biogas generated by creating renewable natural gas which is eligible for California low carbon fuel standard credits and Federal EPA Renewable Identification Number credits. Currently these credits increase the value of renewable natural gas to three to four times the value of natural gas.



Logan Olds  
General Manager  
Victor Valley Wastewater Reclamation Authority  
20111 Shay Road  
Victorville, CA 92394

**Subject: Letter of interest to investigate capacity right for co-digestion opportunities**

Dear Mr. Olds:

In support of Victor Valley Wastewater Reclamation Authority's (VWRA) continued presence in the co-digestion market, Finley Industrial Services is pleased to provide this letter to confirm our interest to a capacity right in providing clean, high-strength wastes and other anaerobically digestible material to your facility.

Finley Industrial Services works with many manufacturing clients throughout southern California to help provide solutions to their special waste needs. We will look to contribute to your facility improvements by delivering high-strength wastes and other anaerobically digestible material that help to meet your facility targets.

The development of additional capacity at VWRA to receive anaerobically digestible material will meet a need to provide an energy efficient and environmental sustainable resource to address the state-wide issues in organics recycling.

We look forward to our collaboration on this important project.

Sincerely,

A handwritten signature in black ink, appearing to read "K. Stoddard", is written over a light blue background.

Kyle Stoddard  
President  
Finley Industrial Services

**RESOLUTION NO. 2019-02**

**A RESOLUTION OF THE VICTOR VALLEY WASTEWATER  
RECLAMATION AUTHORITY IN RECOGNITION AND APPRECIATION  
OF DEDICATED SERVICE TO JEFFERY RIGNEY**

**WHEREAS**, Jeffery Rigney has been serving as the primary representative for the County of San Bernardino on the Victor Valley Wastewater Reclamation Authority (VWRA) Board of Commissioners since February 19, 2009; and

**WHEREAS**, Mr. Rigney's knowledge, experience and accomplishments as Director of the Office of Special Districts for San Bernardino County were invaluable during the term of his service on the VWRA Board of Commissioners for ten consecutive years; and

**WHEREAS**, Mr. Rigney performed his duties with the utmost diligence and distinction and with perceptive insight of community issues; and

**WHEREAS**, Mr. Rigney's accomplishments as a member of this Commission have created significant, positive, and lasting impacts on the Victor Valley Wastewater Reclamation Authority and the quality of the environment in the Victor Valley.

**NOW THEREFORE, BE IT RESOLVED** that this Commission does hereby recognize and extend sincere gratitude and appreciation to JEFFERY RIGNEY for his dedicated service and commitment to the Victor Valley Wastewater Reclamation Authority and his concern for all residents of the Victor Valley.

**ADOPTED** this 21st day of February 2019.

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**Scott Nassif, Vice-Chair**  
**VWRA Board of Commissioners**

**APPROVED AS TO FORM:**

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**Piero C. Dallarda of**  
**Best Best & Krieger LLP**

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**Jim Cox, Secretary**  
**VWRA Board of Commissioners**

**CERTIFICATION**

I, Kristi Casteel, Secretary to the Board of Commissioners of the Victor Valley Wastewater Reclamation Authority, State of California, do hereby certify that the foregoing is a full, true and correct copy of Resolution No. 2019-02, adopted by the Board of Commissioners of said Authority at its meeting of February 21, 2019.

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Kristi Casteel  
Secretary to the Board of Commissioners



# ***Victor Valley Wastewater Reclamation Authority***



## ***Financial and Cash Report***

***January 2019***

Victor Valley Wastewater Reclamation Authority  
**CASH AND RESERVE SUMMARY**  
 February 7, 2019

G/L Account	Description	Balance
1000	DCB Checking Account	\$ 1,567,730
1030	DCB Sweep Account	1,281,344
1075	Cal TRUST	6,206,186
1070	LAIF	3,326,050
	<b>Total Cash</b>	<b>\$ 12,381,310</b>

\$65 mil Max

Reserves:	Current Balance	Restricted	Assigned	Not Assigned
Targeted Capital Reserve	\$ -	\$ -	\$ -	\$ -
O&M Reserve: 10% of Prior Year Budgeted Operating Expenses	1,435,970		1,435,970	
R&R Reserve: 1% of Land Improvements/Plants/Interceptors PY CAFR	2,954,450		2,954,450	
Reserve for SRF Payments (P& I) - Operating	2,761,133	2,761,133		
Reserve for SRF Payments (P& I) - Capital	2,386,726	2,386,726		
Available for O&M	2,843,031			
<b>Total Cash</b>	<b>\$ 12,381,310</b>	<b>\$ 5,147,859</b>	<b>\$ 4,390,420</b>	<b>\$ -</b>

**Note 1: ACCUMULATION FOR SRF LOAN PAYMENTS:**

	9.5 MGD, 11.0 MGD, NAVI, Phase III-A	Upper Narrows Replacement	Nanticoke Bypass	Sub-Regional Apple Valley	Sub-Regional Hesperia	Total
Reserve for SRF Payments (P& I) - Operating	\$ 782,104	257,745	203,725	625,220	892,339	\$ 2,761,133
Reserve for SRF Payments (P& I) - Capital	1,348,576	-	67,908	399,731	570,512	2,386,726
	<b>\$ 2,130,680</b>	<b>257,745</b>	<b>271,633</b>	<b>1,024,951</b>	<b>1,462,850</b>	<b>\$ 5,147,859</b>

*Payment Month:*

9.5 MGD	September
11.0 MGD	April
NAVI	February
Phase III-A	June
Upper Narrows Replacement	December
Nanticoke	June
Subregional - AV	February
Subregional - HES	February

**Victor Valley Wastewater Reclamation Authority**  
**Statement of Net Position**  
**January 31, 2019**

<i>Assets and Deferred Outflows of Resources</i>	<b>2019</b>
Current assets:	
Cash and cash equivalents	\$ 11,945,346
Interest receivable	7,392
Accounts receivable	5,081,785
Receivable from FEMA Grants	3,679,746
Accounts receivable - Other	19,586
Allowance for Doubtful Accounts	(89,459)
Materials and supplies inventory	83,104
Prepaid expenses and other deposits	292,107
Total current assets	21,019,607
Fixed assets:	
Capital assets not being depreciated	3,156,587
Capital assets being depreciated	193,868,852
Total capital assets	197,025,439
Total assets	218,045,046
Deferred outflows of resources	
Deferred outflows of resources - pension	1,742,472
Total	\$ 219,787,518
<b><i>Liabilities, Deferred Inflows of Resources, and Net Position</i></b>	
Current liabilities:	
Accounts payable and accrued expenses	\$ 161,888
Accrued interest on long-term debt	275,043
Long-term liabilities - due within one year:	
Compensated absences	48,647
Loans payables	1,849,149
Other payables	6,852
Total current liabilities	2,341,579
Non-current liabilities:	
Long-term liabilities - due in more than one year:	
Compensated absences	239,372
Other post employment benefits payable	2,285,368
Loans payable	85,448,770
Net Pension Liability	5,750,574
Other payables	350,607
Total non-current liabilities:	94,074,691
Total liabilities	96,416,270
Deferred inflows of resources	
Deferred inflows of resources - pension	89,437
Net position:	
Net investment in capital assets	122,731,832
Restricted for SRF loan covenant	5,285,091
Unrestricted	(528,516)
Decrease in net position FY 19	(4,206,596)
Total net position	123,281,811
Total	\$ 219,787,518

**Victor Valley Wastewater Reclamation Authority**  
**Revenues and Expenses**  
**Operations and Maintenance**  
For the Month Ended January 31, 2019

	Actual January 2019	YTD Actual FY 18-19	Approved Budget FY 18-19
<b>REVENUES</b>			
User Charges	\$ 1,171,727	\$ 7,964,526	\$ 13,661,700
Sludge Flow Charge	3,781	58,942	120,000
High Strength Waste Surcharges	-	16,516	20,000
ADM FOG Tipping Fee Revenue	22,736	162,374	200,000
Septage Receiving Facility Charges	54,996	349,917	550,000
Reclaimed Water Sales	796	4,176	25,000
Potable Well Water Sales	54	361	-
Leased Property Income	50	350	-
Interest	117	833	-
Pretreatment Fees	5,400	31,200	50,000
Finance Charge	-	-	-
Grant - FEMA/Cal-EMA	-	-	-
Grant - Proposition 1	-	-	-
Grant- Water Recycling	-	-	-
Grant- CEC Microgrid	-	-	-
Sale of Assets, Scrap, & Misc Income	-	834	1,200
<b>Total REVENUES</b>	<b>\$ 1,259,657</b>	<b>\$ 8,590,029</b>	<b>\$ 14,627,900</b>
<b>EXPENSES</b>			
Personnel	\$ 475,527	\$ 2,726,690	\$ 4,080,784
Maintenance	46,504	864,915	2,194,767
Operations	147,494	1,571,866	3,151,072
Administrative	54,463	1,160,868	2,183,749
Construction	-	60,616	-
<b>Total EXPENSES</b>	<b>\$ 723,988</b>	<b>\$ 6,384,955</b>	<b>\$ 11,610,372</b>
<b>Revenues over Expenses before Depreciation, Debt Service and Transfers</b>	<b>\$ 535,669</b>	<b>\$ 2,205,074</b>	<b>\$ 3,017,528</b>
Depreciation Expense	(1,035,624)	(7,267,926)	-
FEMA CalOES Retention	\$ -	\$ -	\$ 747,034
<b>DEBT SERVICE</b>			
SRF Principal	\$ -	\$ -	\$ 2,094,805
SRF Interest	-	-	762,842
	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,857,647</b>
<b>FUND TRANSFERS IN</b>			
Salary/Benefits Charge from Capital	\$ 8,930	\$ 62,507	-
Admin Charge from Capital	3,393	23,753	-
<b>Total FUND TRANSFERS IN</b>	<b>\$ 12,323</b>	<b>\$ 86,260</b>	<b>\$ -</b>
<b>FUND TRANSFERS OUT</b>			
Transfer to Repairs and Replacements Fund	\$ -	\$ -	\$ 2,749,326
Inter-fund loan payment to Capital	-	-	-
<b>Total FUND TRANSFERS OUT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,749,326</b>
<b>Excess Revenues Over Expenses</b>	<b>\$ (487,632)</b>	<b>\$ (4,976,592)</b>	<b>\$ (1,842,411)</b>

**Victor Valley Wastewater Reclamation Authority**  
**Revenues and Expenditures**  
**Repairs and Replacement**  
For the Month Ended January 31, 2019

	Actual January 2019	YTD Actual FY 18-19	Approved Budget FY 18-19
<b>REVENUES</b>			
R&R Revenues	\$	\$	\$
<b>Total REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OTHER FINANCING SOURCES</b>			
SRF Loan Funding	\$	\$	\$
	-	-	-
<b>CAPITAL EXPENSES</b>			
Personnel	\$	\$	\$
Maintenance	1,938	275,847	1,204,326
Operations	-	-	25,000
Administrative	-	58,938	150,000
Construction	-	156,348	1,370,000
<b>Total CAPITAL EXPENSES</b>	<b>\$ 1,938</b>	<b>\$ 491,134</b>	<b>\$ 2,749,326</b>
<b>Revenues over Expenses before Debt Service and Transfers</b>	<b>\$ (1,938)</b>	<b>\$ (491,134)</b>	<b>\$ (2,749,326)</b>
<b>FUND TRANSFERS IN</b>			
Transfer from Operations and Maintenance Fund	\$	\$	\$
Interfund Loan Payment from O&M	-	-	2,749,326
<b>Total FUND TRANSFERS IN</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,749,326</b>
<b>FUND TRANSFERS OUT</b>			
Salary/Benefits Charge to O & M	\$	\$	\$
Admin Charge to O & M	-	-	-
<b>Total FUND TRANSFERS OUT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess Revenues Over Expenses</b>	<b>\$ (1,938)</b>	<b>\$ (491,134)</b>	<b>\$ -</b>

*Accrual Basis*

Victor Valley Wastewater Reclamation Authority  
Revenues and Expenditures  
**CAPITAL**  
For the Month Ended January 31, 2019

	Actual January 2019	YTD Actual FY 18-19	Approved Budget FY 18-19
<b>REVENUES</b>			
Connection Fees	\$ 104,028	\$ 1,261,679	\$ 2,000,000
Title 16 Grant - Subregional	-	-	-
Grant- Water Recycling	-	-	-
Sale of Assets, Scrap, & Misc Income	-	-	-
Interest	20,113	115,590	35,000
Proposition 1 Grant	-	-	-
Proposition 84 Grant	-	-	-
FMV Adjustment	9,264	18,218	-
CEC Microgrid Grant	-	18,143	-
Grant - FEMA/Cal-EMA	-	-	3,105,375
<b>Total REVENUES</b>	<b>\$ 133,405</b>	<b>\$ 1,413,630</b>	<b>\$ 5,140,375</b>
<b>CAPITAL EXPENSES</b>			
Personnel	\$ -	-	\$ 378,554
Maintenance	-	-	-
Operations	-	-	170
Administrative	-	(2,054)	-
Construction	-	55,600	430,000
<b>Total CAPITAL EXPENSES</b>	<b>\$ -</b>	<b>\$ 53,546</b>	<b>\$ 808,724</b>
<b>Revenues over Expenses before Debt Service and Transfers</b>	<b>\$ 133,405</b>	<b>\$ 1,360,084</b>	<b>\$ 4,331,651</b>
<b>DEBT SERVICE</b>			
SRF Principal	\$ -	-	\$ 2,002,675
SRF Interest	-	12,693	437,219
	<b>\$ -</b>	<b>\$ 12,693</b>	<b>\$ 2,439,894</b>
<b>FUND TRANSFERS IN</b>			
Capital Recovery - Septage from O&M	\$ -	-	-
Interfund Loan Payment from O&M	-	-	-
<b>Total FUND TRANSFERS IN</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND TRANSFERS OUT</b>			
Salary/Benefits Charge to O & M	\$ 8,930	\$ 62,507	\$ -
Admin Charge to O & M	3,393	23,753	-
<b>Total FUND TRANSFERS OUT</b>	<b>\$ 12,323</b>	<b>\$ 86,260</b>	<b>\$ -</b>
<b>Excess Revenues Over Expenses</b>	<b>\$ 121,082</b>	<b>\$ 1,261,131</b>	<b>\$ 1,891,757</b>

*Accrual Basis*



**Victor Valley Wastewater Reclamation Authority**

**Flow Study**

**For the Month Ended December 31, 2018**

<b>Measured by ADS</b>	<b>Percentage of Total %</b>	<b>December Monthly MG</b>
VSD 1 (less North Apple Valley)	5.9427%	21.3170
VSD 2	14.3711%	51.5510
VSD 3	25.5489%	91.6470
VSD 4	6.2680%	22.4840
VSD 5	0.5149%	1.8470
VSD 6	6.1668%	22.1210
<b>VSD Total</b>	<b>58.8124%</b>	<b>210.9670</b>
Apple Valley 01	10.4256%	37.3980
Apple Valley 02	5.9644%	21.3950
Apple Valley North	0.0928%	0.3330
<b>Apple Total</b>	<b>16.4828%</b>	<b>59.1260</b>
<b>Hesperia</b>	<b>19.1630%</b>	<b>68.7400</b>
CSA 64 SVL	4.9912%	17.9040
CSA 42 Oro Grande	0.5506%	1.9750
<b>CSA Total</b>	<b>5.5418%</b>	<b>19.8790</b>
<b>Total Apportioned Flow</b>	<b>100.0000%</b>	<b>358.7120</b>
Mojave Narrows Regional Park		0.1000
<b>Total Study Flow</b>		<b>358.8120</b>



# ***Victor Valley Wastewater Reclamation Authority***



## **Environmental Compliance Department Report**

**January 2019**

VWRA Environmental Compliance Department  
Industrial Pretreatment Program

**I. Interceptors Operation and Maintenance:**

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**1. Interceptors cleaning & CCTV:**

- ✓ Otoe Pump Station Wet well is scheduled for 2/20/19

**2. Interceptors Inspections:**

The following interceptors were visually inspected for signs of damage, vandalism and evidence of sanitary sewer overflows:

- ✓ South Apple Valley & North Apple Valley.
- ✓ Schedule 1, 2, 3 & 4
- ✓ UNE Bypass HDPE pipe
- ✓ Hesperia, I Ave and Santa Fe.
- ✓ CSA 64
- ✓ Adelanto
- ✓ SCLA1

**3. Damage and repair summary:**

- ✓ No Damage found during inspections and no repair was needed or performed.

**4. Sanitary sewer overflows (SSO) summary:**

- ✓ Date of last reportable SSO: June 30th, 2019

**5. Interceptors maintenance budget remaining:**

- ✓ The fiscal year 2018-2019 Interceptor sewer maintenance amount remaining for sewer cleaning and inspection services is \$66,643.00

**6. Dig Alert Underground tickets processed:**

- ✓ A total of One hundred and Sixty four (164) USA Tickets were received and processed in January 2019.

**7. Flow monitoring Studies:**

- ✓ A flow monitoring study by ADS Environmental is continuing.

## II. Industrial pretreatment Activities:

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1. **New Business Questionnaires and permits applications evaluated:**
  - ✓ Five (5) New Business Questionnaires were processed in the month of January 2019.
  - ✓ Zero (0) New Business Inspection was conducted in the month of January 2019.
2. **New permits issued:**
  - ✓ Zero (0) New permits were issued in the month of January 2019.
3. **Permit renewals issued:**
  - ✓ Fourteen (14) Class III permit renewals were issued in the month of January 2019.
4. **Work Orders:**
  - ✓ 54 Work Orders were completed in January 2019
5. **Monthly revenues collected, and invoices issued:**
  - ✓ Revenues: \$3,000.00
  - ✓ Invoiced: \$4,900.00

### III. Industrial Pretreatment Activities (continued)

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**1. Current enforcement actions:**

- ✓ Two (2) Notice of Violation was issued in January 2019.

**2. Current active industrial pretreatment permits:**

- ✓ The current number of VVWRA's industrial wastewater discharge permits is 429, they are comprised as follows:

1	Class I	Categorical Industrial User
11	Class II	Non-Categorical Significant Industrial User
405	Class III	Non-Significant Industrial User
1	Class IV	Zero Discharge Industrial User
10	Class V	Sanitary Waste Haulers

- ✓ The permitted establishments include:

17	Automotive Service Facility
13	Bakery
1	Brewery/Winery
21	Car Wash/Truck Wash/Bus Wash
3	Coffee Shop
9	Dry Cleaner
297	FSE
22	Grocery Store
3	Hospital
3	Misc. Food
3	Misc. Industrial
3	Other
1	Photographic
1	Print Shop
1	Prison
3	School
4	Water Retail
10	Waste Haulers

- ✓ Permitted businesses are distributed among member entities as follows: 167 in Victorville, 113 in Apple Valley, 123 in Hesperia and 1 in Oro Grande.

## ***Victor Valley Wastewater Reclamation Authority***



**Environmental Compliance Department**

***Septage/FOG/ADM Monthly Report***

**January 2019**

## 1. Septage/FOG/ADM receiving invoices and payments monthly report:

Payments and Invoices period: January 1<sup>st</sup> thru January 31<sup>st</sup> – Septage rate per Gallon: \$ 0.0936  
FOG/ADM rate per Gallon: \$ 0.04

### Receiving invoices

<b>ID No</b>	<b>Septage Hauler</b>	<b>Invoice Date</b>	<b>Total Gallons</b>	<b>Invoice Amount</b>
ABS000	Absolute Pumping	1/30/2019	48,864	\$4,573.67
ALP000	Alpha Omega Septic Service	1/30/2019	118,354	\$11,077.93
BUR000	Burns Septic	1/30/2019	124,000	\$11,606.40
HIT000	Hitt Plumbing	1/30/2019	6,870	\$321.52
HON001	Honest Johns Septic Service, Inc	1/30/2019	65,012	\$6,085.12
ROT001	T.R. Stewart Corp. dba Roto Rooter	1/30/2019		\$
USA000	USA Septic	1/30/2019	97,800	\$9,154.08
ALP000	Alpha Omega Septic Service (Nutro)	1/30/2019	77,397	\$3,095.88
COW000	Co-West Commodities	1/30/2019	150,000	\$6,000.00
LIQ000	Liquid Environmental Solutions of CA	1/30/2019	0	\$0
SMC000	SMC Grease Specialist, Inc.	1/30/2019	341,000	\$13,640.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	1/30/2019	0	\$0
HIT000	Hitt Plumbing	1/30/2019	0	\$0
<b>Grand Totals</b>			<b>1,029,297</b>	<b>\$65,554.60</b>

**Septage/FOG/ADM receiving payments:**

<b>ID No</b>	<b>Business Name</b>	<b>Payments Received</b>
ABS000	Absolute Pumping	\$2,572.69
ALP000	Alpha Omega Septic Service	\$12,017.30
BUR000	Burns Septic	\$17,222.40
HON001	Honest Johns Septic Service, Inc	\$14,517.92
ROT001	T.R. Stewart Corp. dba Roto Rooter	\$6,537.73
USA000	USA Septic	\$2,768.59
ALP000	Alpha Omega Septic Service (Nutro)	\$8,587.64
COW000	Co-West Commodities	\$5,600.00
LIQ000	Liquid Environmental Solutions of CA	\$0
SMC000	SMC Grease Specialist, Inc.	\$14,890.00
WES004	West Valley MRF, LLC Burrtec Waste Industries, Inc.	\$0
HIT000	Hitt Plumbing	\$0
<b>Grand Total</b>		<b>\$87,360.62</b>



# Safety & Communications Report



*January 2019*





# Safety

## STAFF SAFETY TAILGATE/ORIENTATION

- January 3--Slips, trips and falls



- January 10--Confined Space

- January 17--Field ergonomics



- January 24--defensive driving

- January 31--working in the rain





# Safety

## SAFETY EVENTS/ TRAINING

- Safety tailgates
- Intern safety briefing and tour
- Forklift training

## UNSAFE CONDITIONS REPORTED/RESOLVED

- Leaking underground water pipes repaired at AV Subregional and outside new blower building at Regional plant.

**DATE OF LAST REPORTABLE ACCIDENT/INJURY:  
JANUARY 22, 2019**

- An employee reported that a back injury from June of 2018 became unbearable on Jan 22, 2019. Doctor ordered physical therapy and five days rest.

**DAYS SINCE LAST REPORTABLE ACCIDENT/INJURY:  
6 DAYS**



# Safety

## NEXT MONTH'S SCHEDULE OF STAFF TRAINING/SAFETY EVENTS :

- Safety Tailgates will be conducted at the Thursday weekly staff briefings.
- Safety Tailgates will be conducted at the monthly Administrative staff meetings.
- Hazwoper training scheduled for February 2019.

## Communications

- Continued marking VWRA's 40th anniversary in social media etc.





# Communications

## ACTIVITIES

- Maintained VWRA website and social media sites including Facebook & Twitter.



- PR Coalition meeting



- Led 6 tours for approximately 100 foreign exchange students.

